

## Agenda

### Minnetonka City Council

Regular Meeting, Monday, Sept. 16, 2019

6:30 p.m.

#### Council Chambers

1. Call to Order
2. Pledge of Allegiance
3. Roll Call: Bergstedt-Ellingson-Calvert-Schack-Carter-Happe-Wiersum
4. Approval of Agenda
5. Approval of Minutes:
  - A. August 5, 2019 regular council meeting
6. Special Matters:
  - A. Retirement recognition of Donna Gause  
Recommendation: Recognize Donna Gause
  - B. Proclamation declaring Sept. 17 – 23 as Constitution Week
7. Reports from City Manager & Council Members
8. Citizens Wishing to Discuss Matters Not on the Agenda
9. Bids and Purchases:
  - A. Bids for the Main Lift Station  
Recommendation: Award the contract to Shank Constructors, Inc. (Majority vote)
  - B. New Park at Ridgedale design services contract and CIP amendment  
Recommendation: Approve the contract with Damon Farber Landscape Architects and amend the CIP (5 votes)

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## 10. Consent Agenda - Items Requiring a Majority Vote:

- A. Resolution approving a conditional use permit for an accessory apartment at 13052 Stanton Drive

Recommendation: Adopt the resolution approving the request (4 votes)

- B. Preliminary and final plats of HIGHWOOD RIDGE, a two-lot subdivision at 14916 Highwood Drive

Recommendation: Adopt the resolution approving the plats (4 votes)

- C. Conditional use permit for an accessory apartment at 5304 Westmill Road

Recommendation: Adopt the resolution approving the conditional use permit (4 votes)

- D. Conditional use permit, with access variance, for a medical clinic at 12301 Whitewater Drive

Recommendation: Adopt the resolution approving the permit (5 votes)

- E. Resolution authorizing the Minnetonka Police Department to enter into a Towards Zero Death Traffic Enforcement grant agreement

Recommendation: Adopt the resolution (4 votes)

- F. Resolution approving the final plat of BIRD SONG, a 13-lot subdivision at 2410 Oakland Road

Recommendation: Adopt the resolution approving the final plat (4 votes)

## 11. Consent Agenda - Items Requiring Five Votes: None

## 12. Introduction of Ordinances:

- A. Ordinance amending city code 400.300 Subd.6(3) pertaining to lot-behind-lot standards

Recommendation: Introduce the ordinance and refer it to the planning commission (4 votes)

- B. Items concerning the Hennepin County Medical Examiner's Office Project at 14300 Co. Rd. 62

1) Major amendment to an existing master development plan;

2) Conditional use permit; and

3) Site and building plan review

Recommendation: Introduce the ordinance and refer it to the planning commission (4 votes)



13. Public Hearings:
  - A. Resolutions for special assessment of 2018-2019 projects  
Recommendation: Hold the public hearing and adopt the resolutions (4 votes)
  - B. Temporary on-sale liquor license for Unmapped Brewing, LLC, 14625 Excelsior Blvd  
Recommendation: Hold the public hearing and grant the license (5 votes)
  - C. Temporary on-sale liquor license for Underdog Rescue, MN, for use at 3739 Tonkawood Road  
Recommendation: Hold the public hearing and grant the license (5 votes)
14. Other Business:
  - A. Concept plan for Villas at Woodhill at 4323 and 4325 Woodhill Road and 14335 Coronet Dr  
Recommendation: Discuss the concept plan with the applicant (No formal action required)
  - B. Minor amendment to the existing Solbekken master development plan at 5734, 5742, and 5754 Shady Oak Road  
Recommendation: Adopt the resolution approving the amendment (4 votes)
  - C. Resolution for the 2020 Twelve Oaks Center Drive/Parkers Lake Road Improvements  
Recommendation: Adopt the resolution (Majority vote)
  - D. Resolution for the Excelsior Boulevard trail project  
Recommendation: Adopt the resolution (Majority vote)
  - E. Items related to the 2020 preliminary tax levy
    - 1) Resolution setting a preliminary 2019 tax levy and preliminary 2019 HRA levy, collectible in 2020, and a preliminary 2020 budget, and consenting to a special benefit tax levy of the Minnetonka Economic Development Authority
    - 2) Resolution setting preliminary 2019 tax levy, collectible in 2020, for the Bassett Creek Watershed Management Tax DistrictRecommendation: Adopt the resolutions (4 votes)
15. Appointments and Reappointments: None
16. Adjournment

**Minutes  
Minnetonka City Council  
Monday, Aug. 5, 2019**

**1. Call to Order**

Mayor Brad Wiersum called the meeting to order at 6:32 p.m.

**2. Pledge of Allegiance**

All joined in the Pledge of Allegiance.

**3. Roll Call**

Council Members Mike Happe, Tim Bergstedt, Deb Calvert, Bob Ellingson (arrived at 6:54 p.m.) Rebecca Schack and Brad Wiersum were present. Susan Carter and Bob Ellingson were excused.

**4. Approval of Agenda**

Schack moved, Happe seconded a motion to accept the agenda with addenda to Item 14.A. All voted "yes." Motion carried.

**5. Approval of Minutes:**

**A. July 8, 2019 regular council meeting**

Bergstedt moved, Schack seconded a motion to accept the minutes, as presented. All voted "yes." Motion carried.

**6. Special Matters: None**

**7. Reports from City Manager & Council Members**

City Manager Geralyn Barone reported on upcoming city events and council meetings. She noted National Night Out would be celebrated on Tuesday, Aug. 6 and explained the city would have over 160 neighborhood gatherings.

Calvert stated she attended the Elections Task Force Subcommittee of the Improving Services Committee for the League of Minnesota Cities.

Wiersum commented on the recent tragedies that occurred in Gilroy, California; El Paso, Texas and Dayton, Ohio. He sent his condolences to the injured, the families who lost loved ones and to the impacted residents of these cities. He extended his deepest sympathies from the City of Minnetonka. He asked that all

residents consider what can be done to be kinder and more accepting of one another regardless of our differences. He encouraged residents to build relationships one at a time and embrace others as individual human beings. He suggested people not tolerate intolerance and that the only thing people hate be hatred itself. He challenged residents to think of one way to take positive action to make tragedies less likely to occur in this community.

**8. Citizens Wishing to Discuss Matters not on the Agenda: None**

**9. Bids and Purchases: None**

**10. Consent Agenda – Items Requiring a Majority Vote:**

**A. Items concerning the construction of a new home at 11405 Timberline Road:**

- 1) **Front yard setback variance; and**
- 2) **Conditional use permit for an accessory apartment**

Happe moved, Schack seconded a motion to adopt Resolution 2019-064 approving the request. All voted “yes.” Motion carried.

**B. Resolution approving a conditional use permit for a fitness facility at 15400 Minnetonka Industrial Road**

Happe moved, Schack seconded a motion to adopt Resolution 2019-065 approving the request. All voted “yes.” Motion carried.

**C. Resolution approving the final plat of HIGHCROFT MEADOWS at 14410 Orchard Road**

Happe moved, Schack seconded a motion to adopt Resolution 2019-066 approving the final plat. All voted “yes.” Motion carried.

**11. Consent Agenda – Items requiring Five Votes: None**

**12. Introduction of Ordinances:**

**A. Ordinance authorizing the sale of city property adjacent to 11700 Wayzata Boulevard**

Community Development Director Julie Wischnack gave the staff report.

Happe moved, Calvert seconded a motion to introduce the ordinance and approve the purchase agreement. All voted "yes." Motion carried.

**13. Public Hearings:**

**A. Temporary on-sale liquor license for The Rotary Club of Minnetonka Foundation, 14350 County Road 62**

City Manager Geralyn Barone gave the staff report.

Wiersum opened the public hearing.

Chris Rosenlund, Minnetonka Rotary Foundation representative, introduced himself to the council and discussed the great work being done by the Minnetonka Rotary Club. He explained the requested liquor license was for the group's annual golf fundraiser which would be held on Thursday, Sept. 12. He invited the city council to attend an upcoming Rotary meeting noting the group meets at the Eisenhower Community Center from 7:15 a.m. to 8:30 a.m. every Wednesday.

Wiersum thanked the Rotary Club for the great work they do in the community.

Wiersum closed the public hearing.

Bergstedt moved, Calvert seconded a motion to hold the public hearing and grant the license. All voted "yes." Motion carried.

**B. House moving permit application to move a structure from 2333 Hopkins Crossroad to 11021 Hillside Lane**

City Planner Loren Gordon gave the staff report.

Schack asked if the house could be moved without damaging additional trees. Gordon commented the applicants show a tree loss that was the same as the loss for the Chabad project.

Calvert indicated there were some very mature oaks close to the home that would be moved. She questioned if these trees would survive with the new foundation. Gordon deferred this question to the applicant.

Happe inquired if both properties had the same owner. Gordon deferred this question to the applicant as well.

Wiersum asked if the home that would be moved would have improved setbacks on the new lot. Gordon reported the home would have a conforming setback.

Wiersum opened the public hearing.

Mordechai Grossbaum, 3301 Robinwood Lane, explained he would like to move this home because it was solid and had plenty of life left in it. He thanked Mr. Blackburn for being patient with him during the purchase of this home. He indicated it would take a week to load and a day to move the home. He reported the mover was tremendously experienced. He stated no trees would be removed that were not currently marked.

Ellingson arrived at the meeting.

Wiersum closed the public hearing.

Schack stated she appreciated the environmentally conscience approach that was being taken with this home.

Wiersum agreed, stating he was pleased this home would be saved and brought back to life.

Schack moved, Calvert seconded a motion to hold a public hearing and approve the permit. All voted "yes." Motion carried.

**C. Items concerning The Kinsel at Glen Lake at 14317 Excelsior Boulevard:**

**Land Use**

- 1) **Right-of-way vacation;**
- 2) **Preliminary and final plats;**
- 3) **Rezoning from R-1, low-density residential, to PUD, planned unit development;**
- 4) **Master development plan; and**
- 5) **Site and building plan review**

**Affordable Housing**

- 1) **Affordable housing recommendation**

City Planner Loren Gordon gave the staff report.

City Engineer Will Manchester discussed the traffic study.

Community Development Director Julie Wischnack commented on the affordable housing portion of this project.

Tim Whitten, Whitten Associates, discussed the history of this project and noted he did not start with the Ron Clark Group. He explained a residential use on this site was the way to go. He described how the project was retooled given the fact the county would only support access to the project from Stewart Lane. He commented on how the concerns of the neighbors were taken into consideration, with respect to traffic, parking and the mass or scale of the building. He described how the setbacks were adjusted and noted additional landscaping would be planted. He commented further on the proposed units noting the amenities that would be provided in the complex. It was noted he was proposing to construct a three story building and not a four story building. He discussed the proposed parking and asked how much proof of parking was necessary. He stated if less proof of parking was required, more trees and greenspace could be maintained on the site.

Mike Waldo, Ron Clark Construction, introduced himself to the council and stated he was excited to bring this project forward. He explained he felt good about the proposed use and the long term viability of the project. He commented on the trees that would be lost and noted he would be replanting larger sized trees. He discussed how this development would support the local Glen Lake businesses. He noted the proposed use would bring a lower amount of traffic than any other type of development. He encouraged the council to support the proposed development as it would be a great development.

Wiersum opened the public hearing.

David Steingas, 21500 Fairview Street in Excelsior. He expressed concern with the fact the apartment building would only have 51 underground parking stalls for a 58 unit structure.

Nancy Bresnahan, 14319 Stewart Lane, explained she lived directly behind the proposed structure. She asked if the circular area would be used for moving vehicles. She questioned if a continuous sidewalk would be installed.

Allen Wehr, 14301 Stewart Lane, thanked the developer for considering further tree preservation. He discussed concerns he had regarding the proposed stormwater system and encouraged the city to further consider traffic and pedestrian safety at Stewart Lane. He recommended the city consider taking action now before any pedestrians were hurt.

Bill Sorem reported he was a resident of Zvago. He explained the proposed development would seriously impact traffic problems and pedestrian safety. He indicated the city was not concerned with the traffic problems but rather just kept making it worse. He believed this request was a case of developer greed exceeding common sense. His biggest problem with the request was that the building was too large for the property.

Sally Gullock, stated she was a resident of Zvago. She questioned how the garbage and trash would be collected. She feared the site was too small to allow for garbage trucks to access the site.

Roger Horman stated he was a resident of Zvago. He noted he had concerns with parking. He questioned how one acre of land could support 58 units. He stated Zvago had 58 units on three acres and still had parking concerns. He asked where snow would be stored and where the residents would park. He commented it was difficult to walk in his neighborhood given the high level of traffic already in the area. He recommended the developer reconsider the request given how incredibly dense this development would be.

Jim Stroble, 14319 Stewart Lane, explained his building was located immediately across from the proposed development. He supported the proposed project. He believed the project met the city's goals and noted residential was an appropriate use for the property. He commented the building mass and noted the proposed building was similar to the surrounding developments. He recommended the council not require this developer to standards that were not used on previous developments. He stated he appreciated the revitalization of the Glen Lake area. He explained his only concern was with how pedestrian safety has been impacted along Stewart Lane. He supported the council approving the project while also resolving to make necessary infrastructure changes for both vehicles and pedestrians using Stewart Lane. He stated he wanted to see Stewart Lane safe again.

Wiersum closed the public hearing.

City Manager Geralyn Barone requested staff address the questions raised by the public.

Gordon discussed the stormwater management plans for the site noting this site would meet all city and watershed district requirements.

Mr. Waldo noted all moving trucks would use the front circular area for move ins. He reported the garbage would be rolled out of the lower level garage for pickups. He clarified for the record the building would have 63 underground parking stalls. He stated excess snow would be hauled away from the site if required.

Happe stated he believed the building looked great and provided a nice transition between the larger building and the adjacent townhomes. He explained there was a great deal of concern with vehicular and pedestrian safety. He asked what else could be done to address this concern. Gordon stated after the planning commission meeting staff reviewed the traffic report from 2005. He reviewed the numbers from 2005 compared to 2019 and noted traffic was less than it was previously during peak traffic times. Manchester indicated he understood there were traffic concerns.

Calvert questioned if staff was aware of the problems with the Zvago stormwater system. Gordon stated he was not aware of any problems with the Zvago stormwater system. He understood there were some planting issues. He explained the Kinsel property would have an underground system and not an open pond.

Schack indicated she supported the proposed project given its density and the fact that it provided a nice transition from the surrounding developments. She reported this property has been ready for development for quite some time. She understood Stewart Lane was a problem and suggested a sidewalk be provided along the entire length of this roadway. She wanted to see this area remain safe as it was a vibrant and growing area of the community.

Calvert stated she was struggling with this development. She noted she met with Mr. Waldo last week. She indicated she liked Whitten & Associates and Ron Clark Construction and understood both of these businesses were high quality. She appreciated the fact the development was working to preserve greenspace and trees while also offering affordable units. She explained she was concerned with the density of the Glen Lake area and questioned how this new development would be absorbed. She indicated she was struggling with the mass of the proposed building given the small size of the property. She questioned how the proposed building would add character to the Glen Lake area. She stated she had concerns with traffic and parking as well.

Happe commented he was not concerned about the mass of this building. He believed this building provided a nice transition from the adjacent building to the townhouses. He stated the developer was proposing to construct a very nice building. He indicated he was concerned about pedestrian and vehicular safety.

Bergstedt explained he too was struggling with this project. He reported Ron Clark Construction was a very high quality developer. He stated Mr. Whitten had proposed a very attractive building. He commented on the number of trees that would be lost if this building were constructed. He indicated the city would have to address the traffic and safety concerns. He explained at this time he could not support the mass and density of the building.



Ellingson stated he appreciated the thoughtful comments of the council. He explained he lives near this area and he walks to Lund's frequently. He indicated this area did have heavy traffic. He discussed how the area had changed over time, noting his wife grew up in Glen Lake. He understood that this property would redevelop at some point in time, but questioned if going from one single-family home to 58 units was the best decision. He feared the city was over developing the Glen Lake area given the traffic concerns that have been created. He suggested the project be scaled back in order to achieve a better development for the property.

Wiersum stated this was a challenging project for him as well. He noted the city had done a great deal of work with the Ron Clark Group and he understood this company delivered a high quality product. He believed the developer was proposing a high quality building that was attractive and the market would support the proposed units. He indicated the affordable units within the development were a plus. He explained the biggest challenge for him with this project was that the property was just over one acre in size and it would have a lot of building on it. He stated Glen Lake has become a very vital neighborhood in the community. He believed the comments and concerns raised by the neighbors were very valid. He feared that Glen Lake was at a tipping point and he did not want to see the city do too much. He was concerned with how this large dense building on this small property would impact Glen Lake. He stated he wanted Glen Lake to be walkable and he was concerned with the fact it was not. He indicated he would not be able to support this building tonight because he believed several things had to be fixed, such as Stewart Lane and access issues. He explained he was not saying no forever, but until his concerns could be addressed, he could not support the request.

Bergstedt asked how staff would recommend the council proceed. City Manager Geralyn Barone explained the request would require four affirmative votes for approval. She reported if the council were to move to deny the request, reasons for denial should be stated for the record.

Schack moved a motion to hold the public hearing and adopt Ordinance 2019-XX and Resolution 2019-XXX, Resolution 2019-XXX and Resolution 2019-XXX approving the proposal. The motion failed for lack of a second.

Happe moved, Bergstedt seconded a motion to hold the public hearing and to recommend denial of Ordinance 2019-XX and Resolution 2019-XXX, Resolution 2019-XXX and Resolution 2019-XXX based on concerns regarding vehicle and pedestrian safety, density at this location, and the lack of greenspace within the development. Happe, Bergstedt, Ellingson, Calvert, and Wiersum voted "yes". Schack "opposed". Motion carried 5-1.

Wiersum recessed the city council meeting at 8:50 p.m.

Wiersum reconvened the city council meeting at 8:55 p.m.

**14. Other Business:**

**A. Resolution approving a floodplain alteration permit and setback variances for construction of a new home at 17028 Grays Bay Boulevard**

City Planner Loren Gordon gave the staff report.

Wiersum explained he discussed the differences between stormwater and flood plain with staff.

David Steingas, 21500 Fairview Street in Excelsior, explained he was the developer of this property. He stated he had worked hard with staff to reduce the amount of hardcover on this site and indicated the stormwater was well managed.

Ellingson indicated he did not object to the request but asked if the homes in this neighborhood would be in jeopardy if the city were to receive more rain this summer. City Engineer Will Manchester reported the proposed stormwater management plan would hold more water than was currently being done. City Manager Geralyn Barone explained Lake Minnetonka had an outlet to Minnehaha Creek.

Happe stated he has had conversations with the adjacent property owner and this gentleman was concerned with how water would impact his property. He explained the proposed stormwater management plan would be an improvement over the current situation.

Happe moved, Schack seconded a motion to adopt Resolution 2019-067 approving the requests with addenda. All voted "yes." Motion carried.

**B. Resolution affirming the planning commission denial of an amendment to the existing sign plan for Ridgedale Center at 12401 Wayzata Boulevard**

City Planner Loren Gordon gave the staff report.

Zach Pettus, 2836 Colfax South in Minneapolis, thanked the council for their time and consideration. He indicated the request before the council was different than the request that was made two years ago. He explained he and his wife own and operate the Uptown Cyclebar which has been open for the past three years. He

indicated he would like to expand to the Ridgedale Center. He discussed the Cyclebar indoor fitness concept noting it was highly sought after. He described how Cyclebar gave back to local charities. He understood there was a concern with the proposed signage based on the sign ordinance that was on the books. He noted the city's sign ordinance was 30+ years old. He discussed how retail and malls have changed over the past 30 years. He requested the council consider how his cycling studio would positively impact the community and allow for his retail tenant business to move into the Ridgedale Center with the requested signage. He commented further on the requested signage noting he would not be installing a sign indoors.

Bergstedt stated he did not see a difference between this request and the sign request that was made in 2017.

James Varsamis, Brookfield Properties, introduced himself to the council and explained Zack Pettus was a great local business owner. He stated it was unfortunate that the sign code stated only restaurants and outdoor facing stores were allowed to have outdoor signage. He indicated he was advocating for the council to make a change to the sign code to allow for exterior signage for this use because this business would have an exterior entrance.

Ellingson asked if the Sears at the Mall of America was closed. Mr. Varsamis reported Sears had filed bankruptcy and was closing a significant number of their stores.

Schack questioned if an amendment was made to the Ridgedale sign plan if this update could be done recognizing the fact the sign plan will need to be updated when the plans for Sears were known. Community Development Director Wischnack stated staff had a great deal to consider with respect to how the mall would redevelop. She noted the mall entirely was being considered and not just the future plans for the Sears site. Gordon stated staff understood the mall was going to change and evolve, however staff also had to keep things fair when it came to outward facing signs.

Mr. Pettus stated he fully understood the need to evaluate the full plan for the mall. He commented his sign was in the full plan. He explained the planning commission has acknowledged the sign code needs to be addressed, staff has stated the sign looks great, the community wants this use at the mall and the mall owner wants to have a new tenant. He encouraged the council to grow the city in a positive manner and to assist the mall with evolving to meet changing times.

Schack indicated she felt for this applicant and noted he was a victim of lack of planning on the mall owner's part. She stated this was a problem. She feared what would happen if the council were to overturn the planning commission's

recommendation and explained this could set a dangerous precedent. For this reason, she could not vote to support the sign request.

Calvert concurred with Schack. She stated she was sympathetic with this franchisee and noted the city did want to work with this new tenant. She encouraged the business owner to understand why the city had standards in place.

Happe explained he would like to have this business and this business owner in the City of Minnetonka, however he would not be able to support the request at this time.

Bergstedt commented he too would love to have this business in Minnetonka at Ridgedale. He indicated staff has given them a Plan B and noted corporate would not approve this. He stated at this time he could not approve the request.

Wiersum explained this request was brought to the city two years ago with the same concerns. He stated the request was denied and the mall owner has yet to address the plans for the mall. He commented there should be no surprise here. He indicated signs were a big deal in Minnetonka and the city was not in to making exceptions. He reported if the sign code were revised it would have to be done over time and strategically, not piecemealed.

Calvert moved, Bergstedt seconded a motion to Adopt Resolution 2019-068 upholding the planning commission decision. All voted "yes." Motion carried.

### **C. Metro Transit and Transit Link Service update**

Community Development Director Julie Wischnack gave the staff report.

Nick Thompson, Director of Transportation Services for Metro Transit, introduced himself to the council. He described the shared ride services that were provided by Transit Link in Minnetonka throughout the seven county region. He explained the routes were not being used during the evening and weekend hours and described how the routes would change come September 1<sup>st</sup>.

Steve Mahowald, Metro Transit, discussed the plans for Route #614. He commented on how the elimination of this route would impact residents in Minnetonka. He described the alternative services that would be available via Transit Link. He provided further comment on how riders would be notified of the route change.

Wiersum asked what type of vans were used for the Transit Link rides. Mr. Thompson stated 10 to 14 passenger vans are used. He explained all vans were fully accessible.

Wiersum questioned how many of the Route #614 riders would convert to Transit Link riders. Mr. Mahowald stated the expectation would be a number of the trips are discretionary while other riders needed to get people to jobs on a daily basis. He anticipated some riders may seek new employment when this route is discontinued. He understood the ridership conversion would not be 100%. He commented further on how Uber and Lyft were impacting ridership.

Wiersum stated he appreciated the buses running but understood this route was no longer efficient.

Received an update on planned transit service adjustments.

**15. Appointments and Reappointments: None**

**16. Adjournment**

Calvert moved, Schack seconded a motion to adjourn the meeting at 10:10 p.m. All voted "yes." Motion carried.

Respectfully submitted,

Becky Koosman  
City Clerk

**City Council Agenda Item # 6A  
Meeting of Sept. 16, 2019**

**Brief Description:** Retirement recognition of Donna Gause

**Recommended Action:** Recognize Donna Gause

**Background**

It is the practice of the city council to recognize the contributions of those who benefit the city.

**Donna Gause**

Donna came to the city 17 years ago as the Water and Sewer Utility Account Technician in the public works department. Since coming to the city, Donna has helped further develop a utility program that is extremely valuable to the city. A major component of her job is to be the first point of contact for resident and business issues related to water and sewer. This is certainly not an easy task. Donna's distinct ability to work through these, at times, challenging conversations and reach a successful outcome has been an extreme asset to the city. Her duties further include general service concerns, billing, residential and commercial metering, and inflow and infiltration (I&I) program coordination.

Here are some of the accomplishments that Donna has undertaken:

- 2007 residential meter exchange program allowing for electronic metering and data collection (completed in just two years)
- Commercial technology upgrade and exchange program/meter resizing
- Inflow and Infiltration (I&I) program setup and implementation
- Rebates award program

Donna has also received several awards at the city for her work that include:

- 2006 - Innovation Award (annual overall city)
- 2010 - Customer Service Award (annual overall city)
- 2014 – Exceptional Customer Service
- 2015 - Customer Service Award (annual overall city)
- 2019 – Above and Beyond

In her personal life, Donna has been married to her husband Todd for 38 years and has one amazing daughter, Athena, who is a special education teacher. She has kept busy spending time with her family, gardening, volunteering at her church, Harley riding and singing lead in a Christian praise band for eight years.

Donna's outgoing and fun personality will be greatly missed at public works. On behalf of the citizens of Minnetonka, the city council expresses its sincere appreciation and gratitude for Donna's many outstanding contributions and 17 years of service to the community.

**Recommendation**

Recognize Donna Gause.

Submitted through:  
    Geraldyn Barone, City Manager

Originated by:  
    Will Manchester, Public Works Director



# City of Minnetonka Proclamation

Constitution Week  
September 17—23, 2019

- WHEREAS September 17, 2019, marks the two hundred and thirty-second anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and
- WHEREAS It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and
- WHEREAS Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

NOW, THEREFORE, I, Brad Wiersum by virtue of the authority vested in me as Mayor in the City of Minnetonka do hereby proclaim the week of September 17 through 23 as Constitution Week **AND** ask our citizens to reaffirm the ideals of the Framers of the constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

Brad Wiersum, Mayor

Sept. 16, 2019



**City Council Agenda Item #9A  
Meeting of Sept. 16, 2019**

**Brief Description:** Bids for the Main Lift Station

**Recommended Action:** Award the contract to Shank Constructors, Inc.

**Background:**

As lift stations age, the pumps, motors, controls and piping need scheduled replacement to assure operability of the sewer collection system. Replacing outdated generators, pumps and control centers improves energy efficiency of the facilities and reduces the risk of equipment failure during power outages, as well as increases safety for operations and maintenance staff.

The Main Lift Station is located adjacent to the public works facility and is the largest of the city's 36-sanitary sewer lift stations. The station pumps nearly two-million gallons of sewage on an average day from a service area east of I-494 and north of Minnetonka Boulevard. The lift station was constructed in 1972 and underwent a minor rehabilitation project in 1997. Currently, the maintenance cycle upgrades include the installation of new pumps, replacement of internal piping, code upgrades to the electrical/control systems, replacement of the emergency generator and safety improvements inside the wet well structure.

**Bid Opening:**

Bids were opened for the project on Thursday, Sept. 5, 2019. One bid was received in response to the call for bids. The results are tabulated as follows:

<b>Contractor</b>	<b>Total Bid</b>
<b>Shank Constructors, Inc.</b>	<b>\$1,970,300.00</b>
<i>Engineer's Estimate</i>	\$1,902,000.00

Although only one bid was received for the project, Shank Constructors is a responsible bidder currently working on the Water Treatment Plant #6 project for the city. The bid received for this work is within 3.7% of the Engineers Estimate.

**Project Funding & Schedule:**

The total estimated project cost, including construction, engineering, administration, and contingency, is \$2,295,300. Proposed funding for the project includes \$1,500,000 from the 2018 and 2019 Sewer - Lift Station Rehabilitation CIP category and \$795,300 in carryover funding from the 2016 and 2017 Water System Improvements CIP category.

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Main Lift Station Rehabilitation	Budget Amount	Carryover Balance	Proposed Funding	Expense
Construction Cost				\$1,970,300
Contingency				\$150,000
Engineering, Admin and Indirect Costs				\$175,000
Utility Fund				
2019 Lift Station Rehabilitation	\$750,000		\$750,000	
2018 Lift Station Rehabilitation	\$750,000		\$750,000	
2017 Water System Improvements		\$207,400	\$207,400	
2016 Water System Improvements		\$768,500	\$587,900	
Total Budget	\$1,500,000	\$975,900	\$2,295,300	\$2,295,300

The lift station rehabilitation Capital Improvement Program (CIP) funding previously included funding for the Main Lift Station and Williston Lift Station as one project. Due to the costs associated with estimates for the Main Lift Station prior to bidding, staff will propose additional CIP programed funding for the Williston Lift Station in the next CIP cycle.

**Schedule**

If the recommended action is approved by council, construction is expected to start in October of this year and be completed by November of 2020. This schedule provides sufficient lead time for the contractor to order and receive the equipment needed for the rehabilitation and reduces construction risk by allowing the critical piping improvements to take place during periods that typically experience lower flows.

**Recommendation:**

Based on the recommendation of the consultant engineer and a review of the contractor's work experience, it is recommended that the contract for the rehabilitation of the Main Lift Station be awarded to Shank Constructors, Inc. in the amount of \$1,970,300.00.

Submitted Through:

Geralyn Barone, City Manager  
Joel Merry, Acting Finance Director  
Will Manchester, Director of Public Works

Originated by:

Mike Kuno, Utility Operations Engineer

**City Council Agenda Item #9B  
Meeting of Sept. 16, 2019**

**Brief Description:** New Park at Ridgedale design services contract and CIP amendment

**Recommended Action:** Approve the contract with Damon Farber Landscape Architects and amend the CIP

**Background**

In 2012, the city completed a village center study for the Ridgedale area that identified the need for a new park community gathering space. As part of a development project, the city was able to acquire land for the new park space in an underused portion of the Ridgedale Mall parking area. In the summer of 2018, the city engaged Damon Farber of Minneapolis to conduct community outreach and engagement activities to guide concept design for new park amenities in the area. The city selected the firm based upon its professionalism and experience with the Ridgedale Village Center Study, the Ridgedale Public Realm Design Guidelines, Ridgedale Drive street and trail project, and other similar town square and park projects.

In summer of 2018, Damon Farber and city staff began a robust outreach and engagement process to guide concept designs for Crane Lake Preserve and the new park space at Ridgedale Center. Staff presented the outcomes of this process at the November 14, 2018 joint park board and city council meeting.

The concept designs were created and presented to residents at a public meeting, Kids' Fest, and online at the project's webpage, as well as online at Minnetonka Matters in early 2019. The park concept has been well received by residents and was approved by the park board on February 6, 2019 and the city council on February 11, 2019.

The project is now moving into the design development phase with an aim to have construction drawings for the new park space and improvements at Crane Lake Preserve ready to bid in early 2021.

At the April 22, 2019 Capital Improvements Program (CIP) study session, the council indicated its willingness to move the project ahead by amending the 2019 CIP for design fees and adding funding for construction in the 2020-2024 CIP. The council approved the 2020-2024 CIP at the June 3, 2019 regular meeting.

**Consultant Contract**

Attached for the council's consideration and approval is a contract for Damon Farber Landscape Architects to move forward with schematic and detailed designs. The contract is separated into phases (schematic design, design development, construction documents, bidding, and construction) with fees associated for each phase. The city has the right to terminate the contract at its convenience. If the contract is terminated, the city would be

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obligated to the landscape architects only for services performed prior to termination, and reimbursable expenses incurred prior to termination. If the project is not constructed, the city would only be responsible for the fees associated for that phase of development. It is estimated that the design process will be completed by late 2020 and if approved, be advertised for construction bid in early 2021.

The city attorney has reviewed the contract and approved it as to form.

### **Funding**

Costs under the contract for landscape architectural services is estimated to be \$546,000. Staff intends to finance these costs with the Park & Trail Improvement Fund and to pursue grant opportunities as available. Based upon council direction in April, the adopted 2020-2024 CIP anticipated the additional \$546,000, and staff now recommends formal amendment of the 2019-2023 CIP to accommodate these costs.

### **Recommendation**

Approve the contract, subject to non-material changes as approved by the city manager and city attorney, for the design of Ridgedale Area Park Improvements to Damon Farber Landscape Architects and amend the CIP.

Submitted through:

Geralyn Barone, City Manager  
Kelly O'Dea, Recreation Director  
Joel Merry, Acting Finance Director  
Corrine Heine, City Attorney

Originated by:

Carol HejlStone, Park & Trail Planner

## AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement is made as of \_\_\_\_\_, 2018 between the City of Minnetonka, 14600 Minnetonka Boulevard, Minnetonka, Minnesota 55345 ("City") and Damon Farber Landscape Architects ("Consultant") whose business address is 401 Second Avenue North, Suite 410, Minneapolis, MN 55401.

The City has adopted a policy regarding the selection and hiring of consultants to provide a variety of professional services for City projects. That policy requires that persons, firms, or corporations providing such services enter into written agreements with the City. The purpose of this agreement is to set forth terms and conditions for the provision of certain services by the Consultant for the City.

The City and the Consultant agree as follows:

1. **Consultant's Services.** The Consultant agrees to provide professional services as described in Exhibit A, attached and made a part of this Agreement ("the Work"). If there is any conflict between the language of this document and the language of Exhibit A, the language of this document prevails. The Work involves the design of an urban public park space, to be constructed on approximately 1.7 acres (the "Project"), including civil, structural, mechanical and utility engineering services.
2. **Project Description and Budget.** City desires to incorporate the following elements into the design of the Project:
  - A multi-purpose plaza space that can accommodate vehicles and a market and/or concert events in the summer months as well as a leisure skating rink in the winter months;
  - An open lawn area that can accommodate movies in the park and/or larger fitness programming in summer months and a market in the winter months;
  - A ground fountain that uses potable water for kids to be able to play in, and that discharges the water into the landscape or storm sewer;
  - An art/play area with sculptural play elements;
  - A garden room with pollinator friendly plantings;
  - Stormwater treatment raingarden areas;
  - Site furnishings;
  - A swing or hammock area;
  - Design of utilities for a future permanent restroom/warming house facility;
  - Schematic level design of a future permanent restroom/warming house facility;
  - Design of utilities to support the future implementation of a moveable on-grade refrigerated ice rink.

City has established a construction budget of \$4,855,000 and an estimated construction commencement year of 2021 for the Project. The Consultant will attempt to incorporate all of the above elements into the park design to the extent feasible within the construction budget.
3. **Project Manager and Staffing.** The Consultant has designated Chuck Evans and Tom Whitlock as the lead professionals to provide the Work. They will be assisted by other staff members as necessary to facilitate the completion of the Work in accordance with the

terms of this Agreement. The Consultant may not remove or replace the designated staff persons from performing the Work without the City's prior approval.

4. **Designated Representative.** The Consultant's designated representative for this Agreement is Chuck Evans. The City's designated representative for this Agreement is Carol Hejl. The City's designated representative does not have the authority to amend this Agreement. Any amendment to this Agreement requires approval of the City's city council.
4. **Time for Performance of Services.** The estimated schedule for the Work is attached as Exhibit B. If Consultant is delayed in performance due to any cause beyond its reasonable control, such as strikes, riots, fires, acts of God, governmental actions, actions of a third party, or actions or inactions of City, the time for performance will be extended by the period of time lost by reason of the delay.
5. **Compensation for Services.** City agrees to pay the Consultant for the Work in the manner described in Exhibit A, attached and made a part of this Agreement. The maximum total amount to be paid by the City is \$546,000; a change in the scope of the Work that may increase the compensation due to Consultant will not be effective except by a written amendment to this Agreement.
6. **Phased Work.** The Work will be performed in the following phases, as described in the attached Exhibit A: Schematic Design; Design Documents; Construction Documents; Bid Procurement; Construction Administration. Consultant shall not commence any separate phase of Work without prior written approval of the City's designated representative. If Consultant commences work on a separate phase without prior written approval, it is at Consultant's risk; City has no obligation to pay for Work performed without authorization.
7. **Method of Payment.** The Consultant must submit itemized invoices for services provided to the City on a monthly basis. Consultant is encouraged, but not required, to submit invoices electronically by emailing a copy of the invoice and supporting documentation as required by this paragraph, in a PDF format, to [payables@eminnetonka.com](mailto:payables@eminnetonka.com). Invoices submitted will be paid in the same manner as other claims made to the City. Consultant may request that the City make electronic (ACH) payments to Consultant, by contacting the City's accounts payable officer.
  - a. For work reimbursed on an hourly basis, the Consultant must indicate for each employee, his or her name, job title, the number of hours worked, rate of pay, a computation of amounts due for each employee, and the total amount due. By making the claim for payment, the Consultant declares that the account, claim or demand is just and correct and that no part of it has been paid.
  - b. For reimbursable expenses, if permitted in Exhibit A, the Consultant must provide an itemized listing and such documentation as reasonably required by the City.
  - c. Payments for special consultants. The Consultant shall be reimbursed for the work of special consultants, as described in Exhibit A and paragraph 12 below, at Consultant's actual cost. Consultant must provide City with copies of invoice that document Consultant's costs for special consultant/subcontractor work.

Payments for special consultants are included within, and are not in addition to, the maximum compensation amount stated in paragraph 5 above.

8. **Standard of Care.** . Consultant shall exercise, and Consultant shall require all special consultants/subcontractors retained by it to exercise, the same degree of care, skill and diligence in the performance of its services as is ordinarily exercised by members of the profession under similar circumstances in Hennepin County, Minnesota. Consultant shall be liable to the fullest extent permitted under applicable law, without limitation, for any injuries, loss, or damages proximately caused by Consultant's breach of this standard of care. Consultant will perform its services as expeditiously as is consistent with the professional skill and care and orderly progress of the project. Consultant shall not be responsible for delays caused by factors beyond its control or that could not be reasonably foreseen at the time of execution of this Agreement. Consultant shall be responsible for costs, delays or damages arising from unreasonable delays in the performance of its duties.
9. **Audit Disclosure.** The Consultant must allow the City or its duly authorized agents reasonable access to the Consultant's books and records that are pertinent to all services provided under this Agreement, including books and records of any approved subcontractors, for six years after the effective date of this Agreement. Any reports, information, data, etc. given to, or prepared or assembled by, the Consultant and its subcontractors under this Agreement which the City requests to be kept confidential must not be made available to any individual or organization without the City's prior written approval.
11. **Document Ownership.** All plans, diagrams, analyses, reports and information generated in connection with the performance of the Agreement ("Information") shall become the property of the City, but Consultant may retain copies of such documents as records of the services provided. The City may use the Information for its purposes and the Consultant also may use the Information for its purposes. Use of the Information for the purposes of the project contemplated by this Agreement ("Project") does not relieve any liability on the part of the Consultant, but any use of the Information by the City or the Consultant beyond the scope of the Project is without liability to the other, and the party using the Information agrees to defend and indemnify the other from any claims or liability resulting therefrom.
10. **Term.** The term of this Agreement is from [REDACTED] through [REDACTED], the date of signature by the parties notwithstanding. This Agreement may be extended upon the written mutual consent of the parties for such additional period as they deem appropriate, and upon the terms and conditions as stated in this Agreement.
11. **Termination.** This Agreement may be terminated by either party by seven days' advance written notice delivered to the other party at the address written above. Upon termination under this provision if there is no fault of the Consultant, the Consultant will be paid for services rendered and reimbursable expenses (to the extent allowed by Exhibit A) until the effective date of termination. If however, the City terminates the Agreement because the Consultant has failed to perform in accordance with this Agreement, no further payment will be made to the Consultant, and the City may retain another Consultant to undertake or complete the Work.

12. **Subcontractor.** The Consultant may not enter into subcontracts with subcontractors for services provided in this Agreement except as noted in Exhibit A, without the express written consent of the City. The Consultant agrees to pay any subcontractor within ten days of the Consultant's receipt of payment from the City for undisputed services provided by the subcontractor. The Consultant must pay interest of 1.5% per month or any part of a month to the subcontractor on any undisputed amount not paid on time to the subcontractor. The minimum monthly interest penalty payment for an unpaid balance of \$100 or more is \$10. For any unpaid balance of less than \$100, the Consultant must pay the actual penalty due to the subcontractor. A subcontractor who prevails in a civil action to collect interest penalties from the Consultant must be awarded its costs and disbursements, including attorney's fees, incurred in bringing the action. This paragraph is inserted in this Agreement pursuant to Minn. Stat. §471.425, Subd. 4a.
13. **Independent Contractor.** At all times and for all purposes under this Agreement, the Consultant is an independent contractor and not an employee of the City. No statement in this Agreement may be construed to find the Consultant an employee of the City.
14. **Assignment.** Neither party may assign this Agreement without the written consent of the other party.
15. **Services Outside Contract.** The City will not honor claims for services furnished by the Consultant unless this Agreement specifically provides for those services.
16. **Worker's Compensation.** This paragraph is inserted in this Agreement pursuant to Minn. Stat. § 176.182; Consultant is excluded from the requirements of this paragraph only if Consultant is excluded by Minn. Stat. § 176.041 from the requirement to provide workers' compensation under chapter 176. Prior to executing this Agreement, Consultant agrees to provide City with evidence of Consultant's compliance with the workers' compensation insurance coverage required by Minn. Stat. §176.181, subd. 2, in the form of either a certificate of insurance or written order of the Commissioner of Commerce permitting self-insurance ("Evidence of Insurance"). Consultant warrants that it will maintain the required workers' compensation insurance coverage at all times during the performance of this Agreement and that the Evidence of Insurance provided to the City is current and in force and effect.
17. **Indemnification.** Consultant agrees to indemnify and hold the City, its officers, and employees harmless from any liability, claims, damages, costs, judgments, or expenses, including reasonable attorney's fees, to the comparative extent caused by an intentional or negligent act or omission (including without limitation professional errors or omissions) of the Consultant, its agents, employees, or subcontractors in the performance of the Work and against all losses by reason of the failure of the Consultant fully to perform, in any respect, all obligations under this Agreement.
18. **Insurance.**
  - a. **General Liability.** Prior to starting the Work, Consultant shall procure, maintain and pay for such insurance as will protect against claims or loss which may arise out of operations by Consultant or by any subcontractor or by anyone employed by any of them or by anyone for whose acts any of them may be liable. Such insurance shall include, but not be limited to, minimum coverages and limits of liability specified in this Paragraph, or required by law.



- b. Consultant shall procure and maintain the following minimum insurance coverages and limits of liability for the Work:

Worker's Compensation	Statutory Limits
Employer's Liability	\$500,000 each accident \$500,000 disease policy limit \$500,000 disease each employee
Commercial General Liability	\$1,000,000 property damage and bodily injury per occurrence \$2,000,000 general aggregate \$2,000,000 Products – Completed Operations Aggregate \$100,000 fire legal liability each occurrence \$5,000 medical expense
Comprehensive Automobile Liability	\$1,000,000 combined single limit each accident (shall include coverage for all owned, hired and non-owned vehicles.)
Umbrella or Excess Liability	\$1,000,000

- c. Commercial General Liability. The Commercial General Liability Policy shall be on ISO form CG 00 01 12 07 or CG 00 01 04 13, or the equivalent. Such insurance shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract). There shall be no endorsement or modification of the Commercial General Liability form arising from pollution, explosion, collapse, underground property damage or work performed by subcontractors.
- d. Professional Liability Insurance. In addition to the coverages listed above, Consultant shall maintain a professional liability insurance policy in the amount of \$2,000,000 per claim/annual aggregate.. Said policy need not name the City as an additional insured. It shall be Consultant's responsibility to pay any retention or deductible for the professional liability insurance. Consultant agrees to maintain the professional liability insurance for a minimum of two (2) years following termination of this Agreement.
- e. Consultant shall maintain "stop gap" coverage if Consultant obtains Workers' Compensation coverage from any state fund if Employer's liability coverage is not available.
- f. All policies, except the Worker's Compensation Policy, Automobile Policy, and Professional Liability Policy, shall name the "City of Minnetonka" as an additional insured including products and completed operations. No deductible greater than \$50,000 is allowed on any policy unless approved by the City's attorney.
- g. All policies, except the Professional Liability Policy, shall apply on a "per project" basis.
- h. All General Liability policies, Automobile Liability policies and Umbrella policies shall contain a waiver of subrogation in favor of the City.

- i. All policies, except for the Worker's Compensation Policy and the Professional Liability Policy, shall be primary and non-contributory.
- j. All policies, except the Worker's Compensation Policy and Professional Liability Policy, shall insure the defense and indemnity obligations assumed by Consultant under this Agreement. The Professional Liability policy shall insure the indemnity obligations assumed by Consultant under this Agreement except with respect to the liability for loss or damage resulting from the negligence or fault of anyone other than the Consultant or others for whom the Consultant is legally liable.
- k. Consultant agrees to maintain all coverage required herein throughout the term of the Agreement and for a minimum of two (2) years following City's written acceptance of the Work.
- l. It shall be Consultant's responsibility to pay any retention or deductible for the coverages required herein.
- m. All policies shall contain a provision or endorsement that coverages afforded thereunder shall not be cancelled or non-renewed, without thirty (30) days' prior notice to the City, except that if the cancellation or non-renewal is due to non-payment, the coverages may not be terminated or non-renewed without ten (10) days' prior notice to the City.
- n. Consultant shall maintain in effect all insurance coverages required under this Paragraph at Consultant's sole expense and with insurance companies licensed to do business in the state in Minnesota and having a current A.M. Best rating of no less than A-, unless specifically accepted by City in writing.
- o. **A copy of the Consultant's Certificate of Insurance which evidences the compliance with this Paragraph, must be filed with City prior to the start of Consultant's Work.** Upon request a copy of the Consultant's insurance declaration page, Rider and/or Endorsement, as applicable shall be provided. Such documents evidencing Insurance shall be in a form acceptable to City and shall provide satisfactory evidence that Consultant has complied with all insurance requirements. Renewal certificates shall be provided to City prior to the expiration date of any of the required policies. City will not be obligated, however, to review such Certificate of Insurance, declaration page, Rider, Endorsement or certificates or other evidence of insurance, or to advise Consultant of any deficiencies in such documents and receipt thereof shall not relieve Consultant from, nor be deemed a waiver of, City's right to enforce the terms of Consultant's obligations hereunder. City reserves the right to examine any policy provided for under this paragraph.
- p. Effect of Consultant's Failure to Provide Insurance. If Consultant fails to provide the specified insurance, then Consultant will defend, indemnify and hold harmless the City, the City's officials, agents and employees from any loss, claim, liability and expense (including reasonable attorney's fees and expenses of litigation) to the extent necessary to afford the same protection as would have been provided by the specified insurance. Except to the extent prohibited by law, this indemnity applies regardless of any strict liability or negligence attributable to the City (including sole negligence) and regardless

of the extent to which the underlying occurrence (i.e., the event giving rise to a claim which would have been covered by the specified insurance) is attributable to the negligent or otherwise wrongful act or omission (including breach of contract) of Consultant, its subcontractors, agents, employees or delegates. Consultant agrees that this indemnity shall be construed and applied in favor of indemnification. Consultant also agrees that if applicable law limits or precludes any aspect of this indemnity, then the indemnity will be considered limited only to the extent necessary to comply with that applicable law. The stated indemnity continues until all applicable statutes of limitation have run.

If a claim arises within the scope of the stated indemnity, the City may require Consultant to:

- i. Furnish and pay for a surety bond, satisfactory to the City, guaranteeing performance of the indemnity obligation; or
- ii. Furnish other security mutually acceptable to the City and Consultant, to guaranty performance of the indemnity obligation.

Consultant will take the action required by the City within fifteen (15) days of receiving notice from the City.

19. **Severability.** The provisions of this Agreement are severable. If any portion is held by a court of competent jurisdiction to be contrary to law, that decision will not affect the remaining provisions of the Agreement.
20. **Entire Agreement.** The entire agreement of the parties is contained in this Agreement. This Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter of this Agreement as well as any previous agreements presently in effect between the parties relating to the same subject matter. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement will be valid only when expressed in writing and signed by the parties, unless otherwise provided in this Agreement.
21. **Compliance with Laws and Regulations.** In providing services under this Agreement, the Consultant must abide by all applicable statutes, ordinances, rules, and regulations pertaining to the provision of services to be provided. Any violation constitutes a material breach of this Agreement and entitles the City to immediately terminate this Agreement.
22. **Government Data.** Contractor acknowledges that, to the extent this Agreement requires Contractor to perform a government function, all of the data created, collected, received, stored, used, maintained or disseminated by Contractor in performing government functions is subject to the requirements of the Minnesota Government Data Practices Act (Minn. Stat. ch. 13, the "MGDPA"), and that Contractor must comply with the MGDPA as if Contractor were a government entity, including the remedies in Minn. Stat. §13.08. Contractor agrees to promptly notify City of any request for data that Contractor receives related to this Agreement.
23. **Equal Opportunity.** During the performance of this contract, the Consultant must not discriminate against any employee or applicant for employment, or participant in a program provided under this Agreement, by reason of any characteristic or classification protected by state or federal law. The Consultant must post in places available to

employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause and stating that all qualified applicants will receive consideration for employment. The Consultant must incorporate the foregoing requirements of this paragraph in all of its subcontracts for program work, and will require all of its subcontractors for such work to incorporate such requirements in all subcontracts for program work.

24. **Waiver.** Any waiver by either party of a breach of any provisions of this Agreement will not affect, in any respect, the validity of the remainder of this Agreement.
25. **Governing Law.** This Agreement will be controlled by the laws of the State of Minnesota, without regard to conflict of law provisions.
26. **Disputes.** In an effort to resolve any conflicts that arise during or following the completion of the services described in this Agreement, the dispute will first be submitted to non-binding mediation unless the parties mutually agree otherwise. The cost of mediation will be shared equally by the parties. If the parties are unable to resolve the dispute through mediation, the parties may pursue all remedies available under law.

*[remainder of this page left blank intentionally]*

**Signature Page – City**

CITY OF MINNETONKA:

By: \_\_\_\_\_  
Brad Wiersum, Mayor

By: \_\_\_\_\_  
Geraldyn Barone, City Manager

**Signature Page - Consultant**

Damon Farber Landscape Architects

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

Its \_\_\_\_\_

## Exhibit A

# DF/

April 1, 2019 (revised 8/22/2019)

Carol Hejl, Park and Trail Planner  
**City of Minnetonka**  
14600 Minnetonka Blvd.  
Minnetonka, Minnesota 55345

RE: **New Park at Ridgedale** - Professional Consulting Fee Proposal

Dear Carol:

Thank you for this opportunity to submit a revised scope and fee proposal for the New Park at Ridgedale. Damon Farber Landscape Architects will lead a consultant team to design a 1.7 +/- acre park based on the approved Concept Design. We have selected a team of consultants whose services address the full range of expertise required for the park and associated infrastructure.

Our design team includes the following consultants and roles;

- SEH Engineering – for civil, electrical and utility engineering services.
- U+B Architects – for architectural design through the SD phase for the future building.
- Mattson Macdonald Young - for site structural engineering.
- CPMI – for construction cost estimating.
- Commercial Aquatic Engineering – for water feature mechanical system.
- Mainline Consulting – for landscape irrigation design.

Our scope includes preparation of all documents Schematic Design through Construction Documents associated with obtaining public bids, and Construction Administration for the Base Bid Proposal.

The outline of scope and services below is based on the Concept Design package dated January 31, 2019 and includes amenities illustrated within the document; in conjunction with the Opinion of Probable Construction Costs dated January 2019.

Please let me know if you have any questions regarding this proposal. We look forward to our continued collaboration with the City of Minnetonka and the development of this new park as a valuable resource for your community.

Warmly,



Joan MacLeod, Principal  
Damon Farber Landscape Architects

**Base Project Scope and Fee** **\$546,000**

**1. Schematic Design (2-3 Months) 20%** **\$109,200**  
Preparation and coordination of Schematic Design level documents

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**Prime Consultant**

Damon Farber

- Code Review
- Prepare 30% complete site and landscape plans including; site design & layout of features, planting, preliminary lighting layout, site furnishings and preliminary details and materials.
- Preliminary Irrigation system and zones – Subconsultant (Mainline Irrigation)
- Bi- weekly design team and Client Meetings
- Project Administration and Communication

**Subconsultants**

SEH Engineering

- Existing Conditions, Removals Plan
- Grading and Drainage Plan
- Utility Plan
- Preliminary site Electrical Plan
- Attend coordination meetings

Commercial Aquatic

- Prepare preliminary calculations and mechanical plans for water feature

CPMI

- Prepare preliminary costs based on 100% SD documents

**2. Design Documents (3 months) 25%** **\$136,500**  
Prepare and coordination of Design Development Documents

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**Prime Consultant**

Damon Farber

- Prepare and coordinate 60% complete documents
- City Submittal and reviews
- Bi- weekly design team and Client Meetings
- Project Administration and Communication

**Subconsultants**

SEH Engineering

Prepare DD level documents for a variety of regulatory submittals

Entitlement and Permitting to include:

- City submittal and review
- Prepare all calculations, and applications to meet BCWD requirements



- Stormwater Management - Bassett Creek (BCWD)
- Stormwater Pollution Prevention Plan (SWPPP)
- Minnesota Department of Health (MDH) - relocation of water main
- Site Electrical Plan

CPMI

- Prepare DD level cost estimate based on 100% DD level documents

**3. Construction Documents (4 months) 30%**

\$163,800

Prepare and coordinate Construction Documents for bidding

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**Prime Consultant**

Damon Farber

- Prepare and coordinate 100% complete landscape plans, details and specifications
- Bi- weekly design team and Client Meetings
- Prepare & submit 60% CD documents for review and coordination
- Prepare & coordinate 95% QA/QC review set - all consultants
- Prepare final 100% Documents for Bidding purposes all consultants
- Prepare for and attend (1) public meetings
- Project Administration and Communication

**Subconsultants**

SEH Engineering

- Prepare Grading and Drainage,
- Site Lighting and electrical Plan
- Utility plan – site wet and dry utilities
- Utility Details
- Paving – ADA
- Site Electrical Plan
- Attend meetings with Owners with private utilities.

Commercial Aquatic

- Prepare final calculations and mechanical plans for water feature

CPMI

- Prepare CD costs updates based on 60% CD documents

**4. Bid Procurement (2months) 5%**

\$ 27,300

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**Prime Consultant**

Damon Farber

- Prepare for and attend Pre-Bid Meeting
- Coordinate and Issue Addendum
- Provide Clarifications and Interpretations

- Review, compare and evaluate bids with Owner

**5. Construction Administration (4 months) 20%** \$109,200  
Provide professional construction phase services

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**Prime Consultant**

Damon Farber

- Attend Weekly Site meetings
- Review Pay apps
- Review shop drawings and submittals
- 3 field visits per week and prepare reports
- Prepare and Issue Change Orders, RFI, clarifications
- Evaluate substitutions and or equals
- Prepare Final Punchlist
- Project Close out and prepare record drawings and manual
- Substantial Completion
- One Year Warranty Plant walk through
- Project Administration and Communication

**Subconsultants**

SEH Engineering

- Attend up to 30 hours of on-site observation of construction
- Review shop Drawings and submittals
- Prepare and Issue Change Orders, clarifications
- Evaluate substitutions and or equals
- Project Close out and Prepare record drawings

The scope of work will be billed hourly at standard hourly rates not to exceed the Base Amount. Reimbursable costs for travel, printing, postage, etc. will be billed at cost over and above the Base Bid Proposal and is estimated to be \$5,000. Any requested services or meetings requested beyond those outlined will be approved in writing by the Client prior to proceeding.

EXCLUSIONS: This proposal excludes the following services at this time:

- Geotechnical reports and testing by owner
- Survey – provided by city in AutoCAD electronic format
- Permit, application or similar fees are by Owner
- Offsite Improvements
- Easement abandonment, easements, or descriptions
- Any Ridgedale Mall ECR or PUD document
- LEED certification
- Multiple Bid Package – project scope assumes one bid package
- Ice Rink Design – Consultant coordination only.

This list is included not only to clarify what is excluded from our scope of services, but to make the Client aware of other unforeseen project needs that could be met by the project team if requested.

**City Council Agenda Item #10A  
Meeting of Sept. 16, 2019**

**Brief Description** Resolution approving a conditional use permit for an accessory apartment at 13052 Stanton Drive

**Recommendation** Adopt the resolution approving the request

**Proposal**

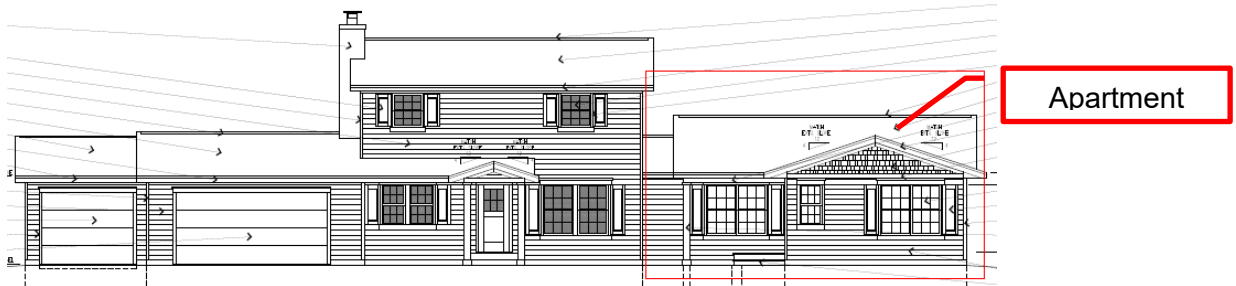
The property owners, Scott and Jennifer Bosch, are proposing to construct two additions to their existing home at 13052 Stanton Drive. The northerly addition is a third garage stall addition; this addition requires a building permit only. The southerly addition would contain two bedrooms, a bathroom, a kitchen, and a living room to create an accessory apartment. The apartment would be roughly 830 square feet in size and would be accessed via a hallway from the existing home and a newly constructed front entry for the apartment. The addition itself would meet all setback requirements but would require a conditional use permit for the accessory apartment.

**Planning Commission Hearing**

The planning commission considered the request on Sept. 5, 2019. The commission report, associated plans, and meeting minutes are attached.

Staff recommended approval, finding:

- The proposed apartment would comply with the intent of the accessory apartment ordinance. It would provide a housing type, which affords privacy and independence while maintaining the character of existing single-family neighborhoods.
- The proposed apartment would have some architectural components that are slightly different from the existing home. However, staff finds that overall, the apartment has been well designed and would be reasonably integrated into the home.



- The apartment would not alter the single-family character of the area or substantially impact the surrounding neighborhood.
- The proposed apartment would meet all conditional use permit standards.

At the commission meeting, a public hearing was opened to take comments. The property owner indicated that façade updates to the existing home are planned to match the proposed

apartment. One resident appeared to ask what would happen to the apartment and the property in the future.

Following the public hearing, the commission asked questions and discussed the proposal. Staff confirmed that the current – or any future property owner – would be required to reside onsite in order for the conditional use permit to be valid.

### **Planning Commission Recommendation**

On a 6-0 vote, the commission recommended that the city council approve the proposal. Meeting minutes are attached.

### **Since Planning Commission Hearing**

There have been no changes to the proposal or additional information received since the planning commission's meeting on this item.

### **Staff Recommendation**

Staff recommends the city council adopt the resolution approving a conditional use permit for an accessory apartment at 13052 Stanton Drive.

Through:      Geralyn Barone, City Manager  
                 Julie Wischnack, AICP, Community Development Director  
                 Loren Gordon, AICP, City Planner

Originator:    Ashley Cauley, Senior Planner

**MINNETONKA PLANNING COMMISSION**  
**Sept. 5, 2019**

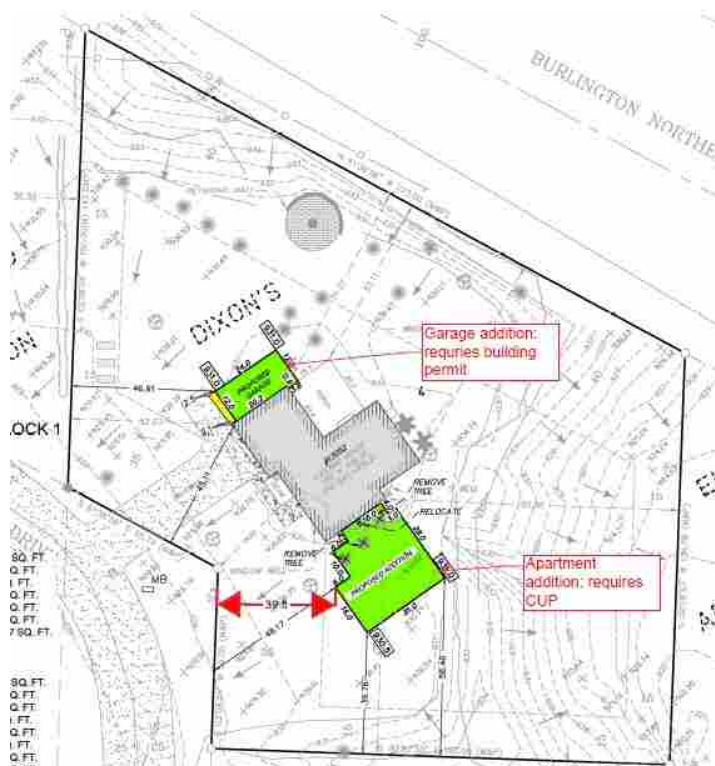
<b>Brief Description</b>	Conditional use permit for an accessory apartment at 13052 Stanton Drive
<b>Recommendation</b>	Recommend the city council approve the request

---

**Proposal**

The property is located on the north side of the curve in Stanton Drive. The property is roughly 0.75 acres in size and is improved with a 1,728 square foot home originally constructed in 1963.

The current property owners, Scott and Jennifer Bosch, are proposing to construct two additions to the existing home. The northerly addition is a third stall addition onto the existing garage; this only requires a building permit. The southerly addition would contain two bedrooms, a bathroom, kitchen, and living room to create an accessory apartment. The accessory apartment would be roughly 830 square feet in size. Access to the apartment would be via a hallway from the existing home and a newly constructed porch and foyer area exclusively for the apartment. The addition itself would meet all setback requirements but would require a conditional use permit for the accessory apartment.



**Staff Analysis**

Staff finds that the proposed accessory apartment is reasonable as:

1. The proposed apartment would comply with the intent of the accessory apartment ordinance. It would provide a housing type which affords privacy and independence while maintaining the character of existing single-family neighborhoods.
2. The proposed apartment would have some architectural components that are slightly different from the existing home. However, staff finds that overall, the apartment has been well designed and would be reasonably integrated into the home.



3. The apartment would not alter the single-family character of the area or substantially impact the surrounding neighborhood.
4. The proposed apartment would meet all conditional use permit standards. These standards are outlined in the "Supporting Information" section of this report.

**Staff Recommendation**

Recommend the city council adopt the resolution approving a conditional use permit for an accessory apartment at 13052 Stanton Drive.

Originator: Ashley Cauley, Senior Planner  
Through: Loren Gordon, AICP, City Planner

### Supporting Information

<b>Project No.</b>	19026.19a
<b>Property</b>	13052 Stanton Drive
<b>Applicant</b>	Property owners, Scott and Jennifer Bosch
<b>Surrounding Land Uses</b>	The Burlington Northern Santa Fe (BNSF) Railroad is north of the property. All other surrounding property is property zoned R-1.
<b>Planning</b>	Guide Plan Designation: low density residential Zoning: R-1, low density residential
<b>CUP Standards</b>	<p>The proposal would meet the general conditional use permit standards as outlined in City Code §300.16 Subd. 2:</p> <ol style="list-style-type: none"><li>1. The use is consistent with the intent of this ordinance;</li><li>2. The use is consistent with the goals, policies, and objectives of the comprehensive plan;</li><li>3. The use does not have an undue adverse impact on governmental facilities, utilities, services or existing or proposed improvements; and</li><li>4. The use does not have an undue adverse impact on public health, safety, or welfare.</li></ol> <p>The proposal would meet the general conditional use permit standards as outlined in City Code §300.16 Subd. 16(d)3:</p> <ol style="list-style-type: none"><li>1. To be created only on property zoned for single-family detached dwellings and no more than one apartment to be created in any dwelling;</li></ol> <p><b>Finding:</b> The apartment would be the only apartment on the property, which is zoned R-1.</p> <ol style="list-style-type: none"><li>2. Structures in which an accessory apartment is created to be owner-occupied, with the owner residing in either unit on a continuous basis except for temporary absences throughout the period during which the permit is valid;</li></ol> <p><b>Finding:</b> The owners would continue to reside on the property. Nonetheless, this has been included as a condition of approval.</p> <ol style="list-style-type: none"><li>3. Adequate off-street parking to be provided for both units of housing with such parking to be in a garage, carport or on a paved</li></ol>



area specifically intended for that purpose but not within a required turnaround;

**Finding:** The property would have adequate parking for both units. The property owners are also proposing to construct a third stall onto the existing garage. Additional parking could be provided within the driveway.

4. May be created by the conversion of living space within the house but not by conversion of garage space unless space is available for a two-car garage on the lot without the need for a variance;

**Finding:** The apartment would be a newly constructed addition and would not be created by the conversion of living or garage space.

5. An accessory apartment must be no more than 35 percent of the gross living area of the house or 950 square feet, whichever is smaller. The gross living area includes the accessory apartment. The city council may approve a larger area where the additional size would not substantially impact the surrounding neighborhood.

**Finding:** Based on the ordinance and the gross living area of the home, the apartment could be up to 950 square feet. The proposed apartment is 835 square feet.

6. Exterior changes to the house must not substantially alter the single-family character of the structure;

**Finding:** Architecturally, the addition would appear slightly different than the existing home. However, it would not substantially alter the single-family character of the structure.

7. No apartment to be created except in compliance with all applicable building, housing, electrical, plumbing, heating and related codes of the city;

**Finding:** This has been included as a condition of approval.

8. To be permitted only where it is demonstrated that the accessory unit will not have an undue adverse impact on adjacent properties and where there will not be a substantial alteration of the character of the neighborhood; and

**Finding:** The newly constructed apartment would not alter the single-family character of the area or substantially impact the surrounding neighborhood.

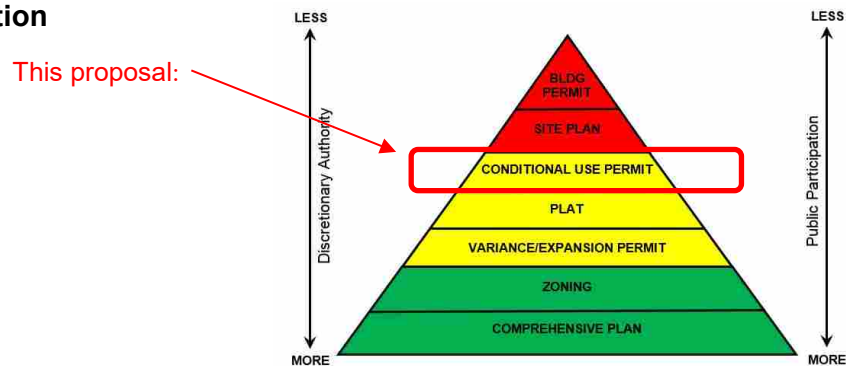
9. All other provisions of this ordinance relating to single-family dwelling units to be met, unless specifically amended by this subdivision.

**Finding:** The accessory apartment would comply with all other ordinance standards.

**Natural Resources**

Best management practices must be followed during the course of site preparation and construction activities. This would include installation and maintenance of a temporary rock driveway, erosion control, and tree protection fencing. As a condition of approval, the applicant must submit a construction management plan detailing these management practices.

**Pyramid of Discretion**



**Voting Requirement**

The planning commission will make a recommendation to the city council. Both the commission recommendation and final council approval require an affirmative vote of a simple majority.

**Motion Options**

The planning commission has three options:

1. Concur with staff recommendation. In this case, a motion should be made recommending the city council adopt the resolution approving the request.
2. Disagree with staff's recommendation. In this case, a motion should be made recommending the city council deny the request. This motion must include a statement as to why denial is recommended.
3. Table the requests. In this case, a motion should be made to table the item. The motion should include a statement as to why the request is being tabled with direction to staff, the applicant, or both.

**Neighborhood Comments**

The city sent notices to 28 area property owners and received no comments.

**Deadline for Decision**

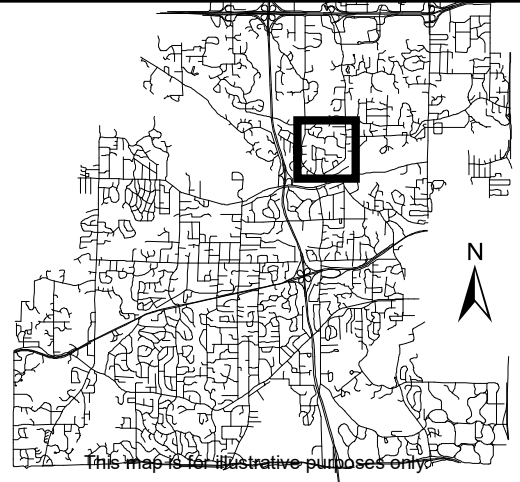
Nov. 13, 2019





### Location Map

Project: Bosch Residence  
Address: 13052 Stanton Dr



This map is for illustrative purposes only.

Scott Bosch  
13052 Stanton Drive  
Minnetonka, MN 55305  
612.889.5657  
scbosch23@hotmail.com  
July 15, 2019

Dear City of Minnetonka:

I respectfully submit my application for a conditional use permit to allow the construction of an accessory dwelling unit at our primary residence. My father in law and mother in law, Larry and Jackie Buchwitz, currently reside in Crystal, MN. In light of their age and health we are interested in separate cohabitation so we may provide care and attention, and ease participation in family events (e.g. holidays, celebrations, their grandchildren's sports events).

The concept and submitted design was completed with the following considerations:

- Keep a natural look and feel to the existing home; do not detract from the 'single family' appearance of the home. As part of the project we intend to replace the exterior of the existing home to match the new build. Also, design elements such as roof lines, roof pitches, window placement, etc were considered to match the existing home.
- Provide adequate parking to support additional people/living space. As part of the project we plan to add a garage stall and driveway square footage without altering the approach/apron of the driveway where it meets the street.
- No undue impact on adjacent property. Our lot size and shape allows for an addition without interference of utility access, views, etc.

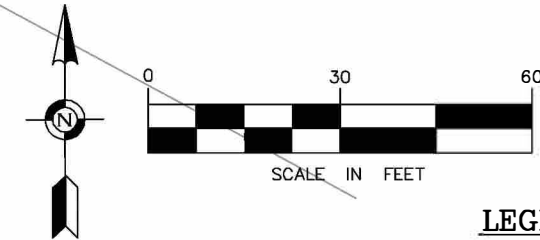
Respectfully submitted July 15, 2019.

Scott Bosch



# SITE PLAN - for - SCOTT BOSCH

Call 48 Hours before digging  
**GOPHER STATE ONE CALL**  
 Twin Cities Area 651-454-0002  
 MN. Toll Free 1-800-252-1166



### LEGEND

- DENOTES FOUND PROPERTY IRON
- DENOTES SET 1/2" X 18" REBAR WITH PLASTIC CAP "PLS 25105"
- DENOTES BOUNDARY LINE
- - - DENOTES LOT LINE
- - - DENOTES SETBACK LINE
- x999.99 DENOTES EXISTING SPOT ELEVATION
- DENOTES CONCRETE SURFACE
- - - 999 DENOTES EXISTING CONTOUR LINE
- FFE DENOTES FINISH FLOOR ELEVATION
- ▨ DENOTES BITUMINOUS SURFACE
- ▩ DENOTES BRICK PAVER SURFACE
- DENOTES TREE LINE
- DENOTES DECIDUOUS TREE
- DENOTES CONIFEROUS TREE
- \* DENOTES SHRUB
- DENOTES WOOD FENCE
- DENOTES ELECTRIC POWER POLE
- DENOTES RETAINING WALL
- (M) DENOTES MEASURED DISTANCE
- (P) DENOTES PLATTED DISTANCE
- ⊙ DENOTES SANITARY MANHOLE
- ⊙ DENOTES ELECTRIC METER
- ⊙ DENOTES AIR CONDITIONER
- ⊙ DENOTES GAS METER
- ⊙ DENOTES DECORATED WOODEN BOX
- DENOTES DRAINAGE FLOW
- ⊙ DENOTES STORM SEWER MANHOLE
- ⊙ DENOTES WATER VALVE
- ⊙ DENOTES MAILBOX
- XXX.X DENOTES PROPOSED GRADE

**EXISTING HARDCOVER**

EXISTING BUILDING	1,534 SQ. FT.
EXISTING PORCH	329 SQ. FT.
EXISTING DECK	50 SQ. FT.
EXISTING CONCRETE SURFACE	124 SQ. FT.
EXISTING BITUMINOUS SURFACE	864 SQ. FT.
EXISTING PAVER BRICK SURFACE	249 SQ. FT.
TOTAL LOT AREA	33,287 SQ. FT.
HARDCOVER	9.5 %

**PROPOSED HARDCOVER**

EXISTING BUILDING	1,534 SQ. FT.
PROPOSED GARAGE	287 SQ. FT.
PROPOSED ADDITION	872 SQ. FT.
PROPOSED BITUMINOUS SURFACE	28 SQ. FT.
EXISTING PORCH	329 SQ. FT.
EXISTING DECK	50 SQ. FT.
EXISTING CONCRETE SURFACE	124 SQ. FT.
EXISTING BITUMINOUS SURFACE	864 SQ. FT.
EXISTING PAVER BRICK SURFACE	249 SQ. FT.
TOTAL LOT AREA	33,287 SQ. FT.
HARDCOVER	13.0 %

**LEGAL DESCRIPTION**  
 Lot 4, Block 4, DIXON'S ELMDALE ADDITION,  
 Hennepin County, Minnesota, according to the  
 recorded plat thereof.

**REFERENCE BENCHMARK**  
 ELEVATION = 901.84 (NGVD 29) MNDOT DISK  
 "SONYA".

**BUILDING SETBACKS**  
 ZONING: R1 = LOW-DENSITY RESIDENTIAL  
 HOUSE: FRONT = 35 FT  
 SIDE = SUM 30 FT, MIN 10 FT  
 REAR = 40 FT OR 20% OF LOT  
 DEPTH WHICHEVER IS LESS

### NOTES

1. THE BASIS OF THE BEARING SYSTEM IS ASSUMED.
2. NO SPECIFIC SOIL INVESTIGATION HAS BEEN COMPLETED
3. CONTRACTOR SHALL VERIFY PROPOSED ELEVATIONS.
4. NO TITLE INFORMATION WAS PROVIDED FOR THIS SURVEY. THIS SURVEY DOES NOT PURPORT TO SHOW ALL EASEMENTS OF RECORD.
5. EXISTING UTILITIES AND SERVICES SHOWN HEREON OWNER LOCATED EITHER PHYSICALLY ON THE GROUND DURING THE SURVEY OR FROM EXISTING RECORDS MADE AVAILABLE TO US OR BY RESIDENT TESTIMONY. OTHER UTILITIES AND SERVICES MAY BE PRESENT. VERIFICATION AND LOCATION OF UTILITIES AND SERVICES SHOULD BE OBTAIN FROM THE OWNERS OF RESPECTIVE UTILITIES BY CONTACTING GOPHER STATE ONE CALL AT (651) 454-0002 PRIOR TO ANY DESIGN, PLANNING OR EXCAVATION.

NO.	DATE	DESCRIPTION	BY

**EDS ENGINEERING DESIGN & SURVEYING**  
 6480 Wayzata Blvd. Minneapolis, MN 55426  
 OFFICE: (763) 545-2800 FAX: (763) 545-2801  
 EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

I HEREBY CERTIFY THAT THIS SURVEY 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.  
*Vlad Sivriver* DATED: 07/31/19  
 VLADIMIR SIVRIVER L.S. NO. 25105

JOB NAME: **SCOTT BOSCH**  
 LOCATION: 13052 STANTON DRIVE  
 MINNETONKA, MN 55503

FIELD WORK DATE: 07/03/19  
 FIELD BOOK NO.: EDS-13

DRAWN BY: IS  
 CHECKED BY: VS  
 PROJECT NO.: 19-075  
 SHEET NO. 1 OF 1

# BOSCH RESIDENCE:

CUSTOM HOME,  
ADDITION/ REMODEL

JENNIFER & SCOTT BOSCH

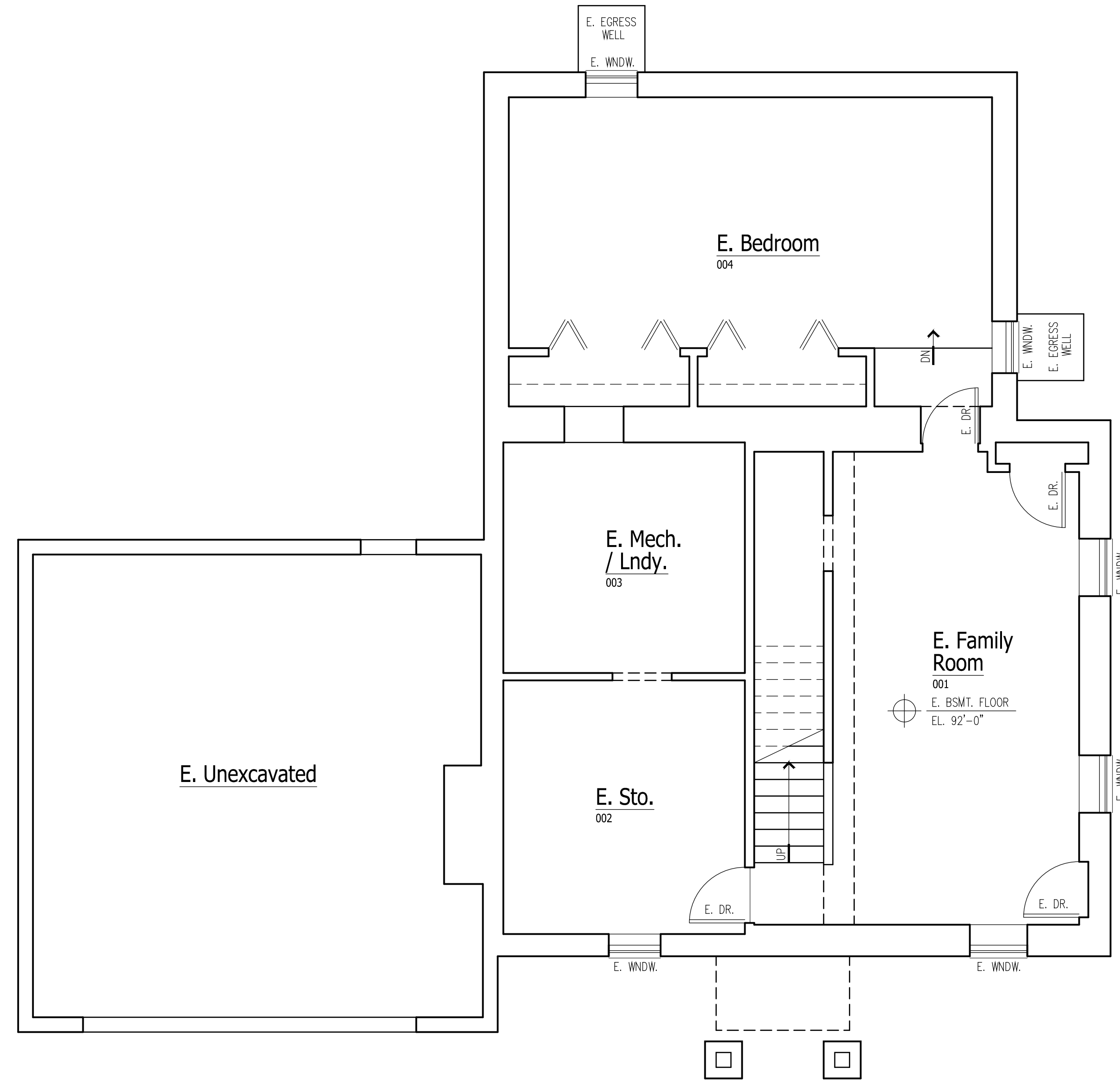
13052 STANTON DRIVE  
MINNETONKA, MN 55305

CONDITIONAL USE PERMIT  
APPLICATION SET:

07 - 15 - 2019

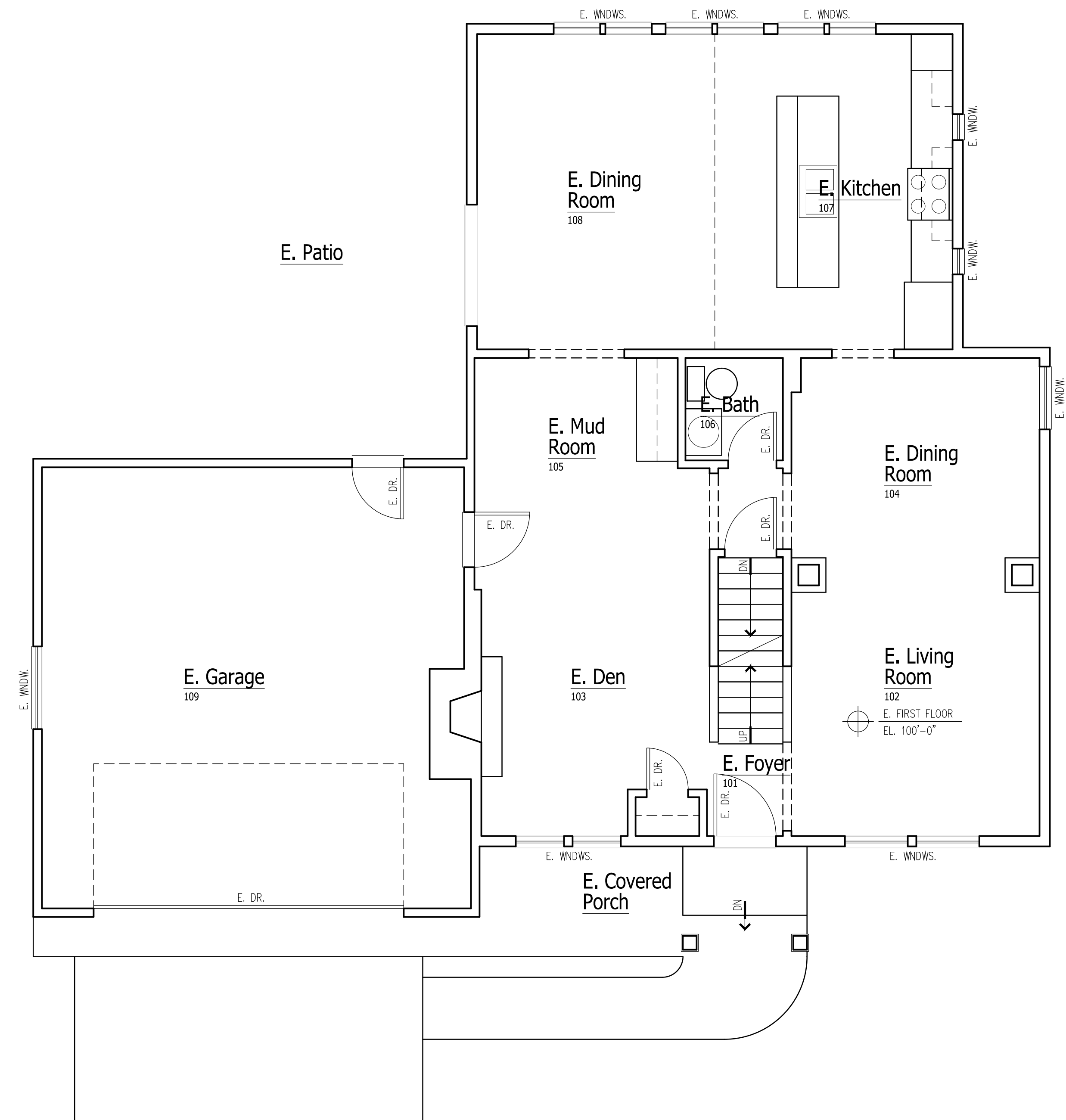
## Drawing Index:

- A1.0. Title Sheet, Existing  
Basement & First Floor Plans
- A1.1. Basement Level Plan
- A2.1. First Floor Plan
- A3.1. Roof Plan
- A4.1. Exterior Elevations
- A4.2. Exterior Elevations



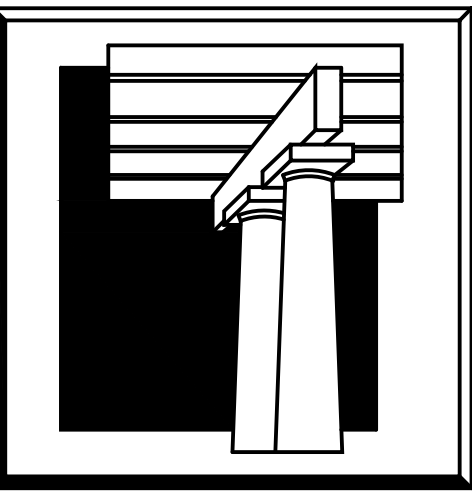
Existing Basement Level Plan

1/4" = 1' - 0"



Existing First Floor Plan

1/4" = 1' - 0"



**ARCHOS**

ARCHITECTURE  
& DESIGN, P.A.

TEL 651. 489. 3529  
CELL 651. 245. 8401  
MIKEECKARDT@COMCAST.NET

1039 NEBRASKA AVENUE WEST  
ST. PAUL, MINNESOTA  
55117

DESIGNED BY:  
Michael J. Eckardt,  
Architect

2019

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REGISTRATION NUMBER:  
MICHAEL J. ECKARDT, 21243

**BOSCH RESIDENCE**  
CUSTOM HOME ADDITION/REMODEL  
JENNIFER & SCOTT BOSCH  
13052 STANTON DRIVE  
MINNETONKA, MN 55305

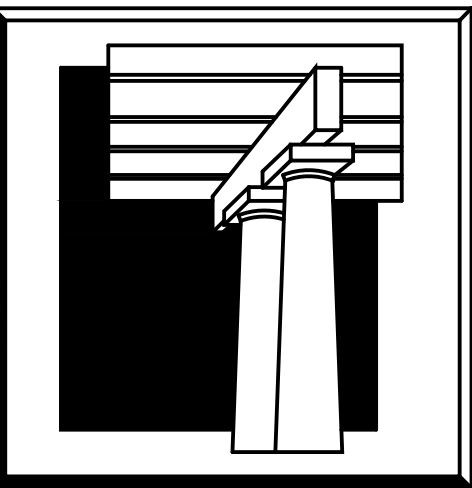
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APPLICATION SET:  
07 - 15 - 2019

Sheet:  
**A2.0**









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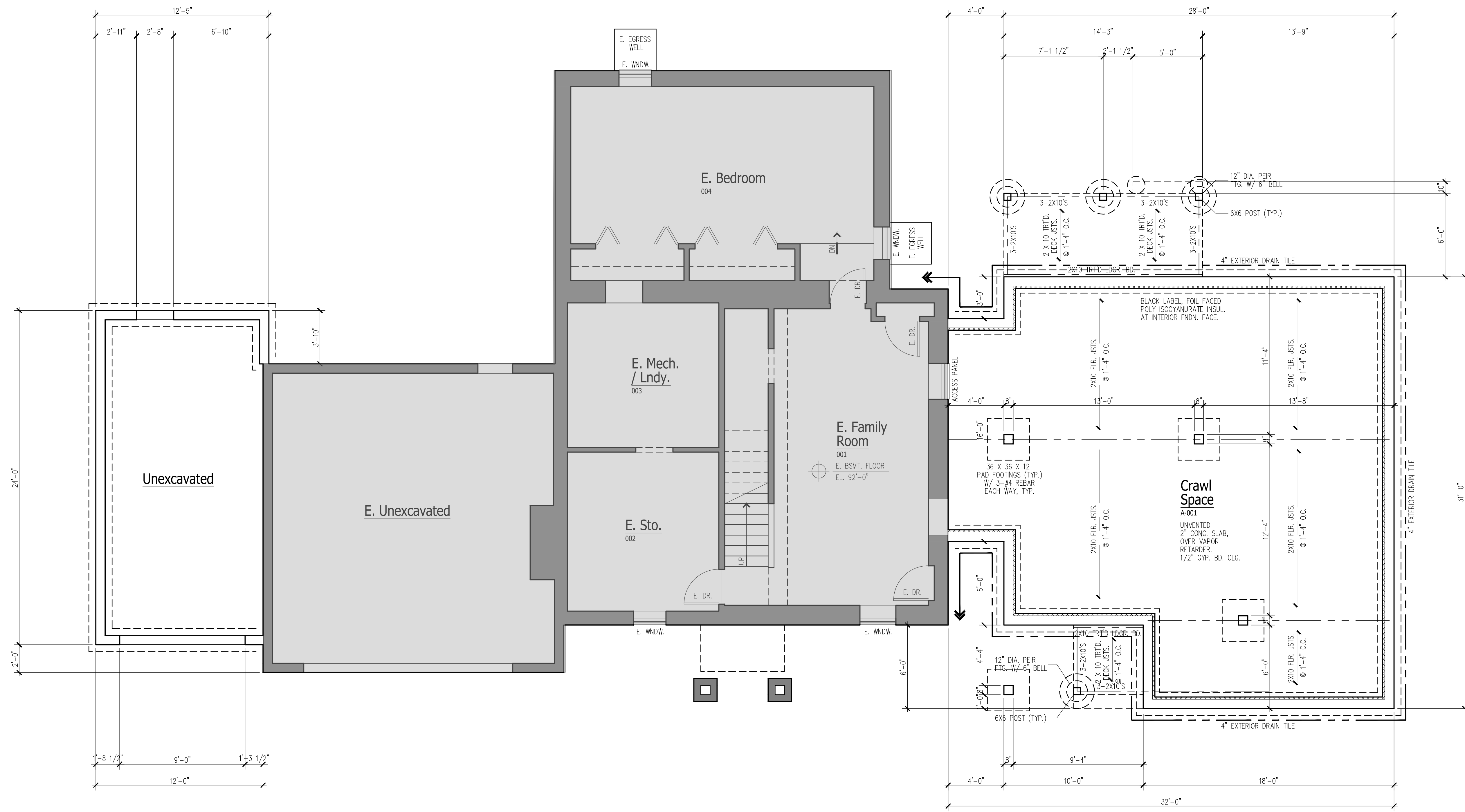
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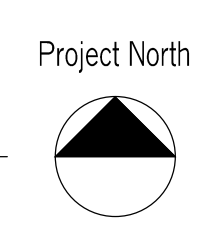
CONDITIONAL USE PERMIT  
APPLICATION SET:  
07-15-2019

Sheet:  
A1.1

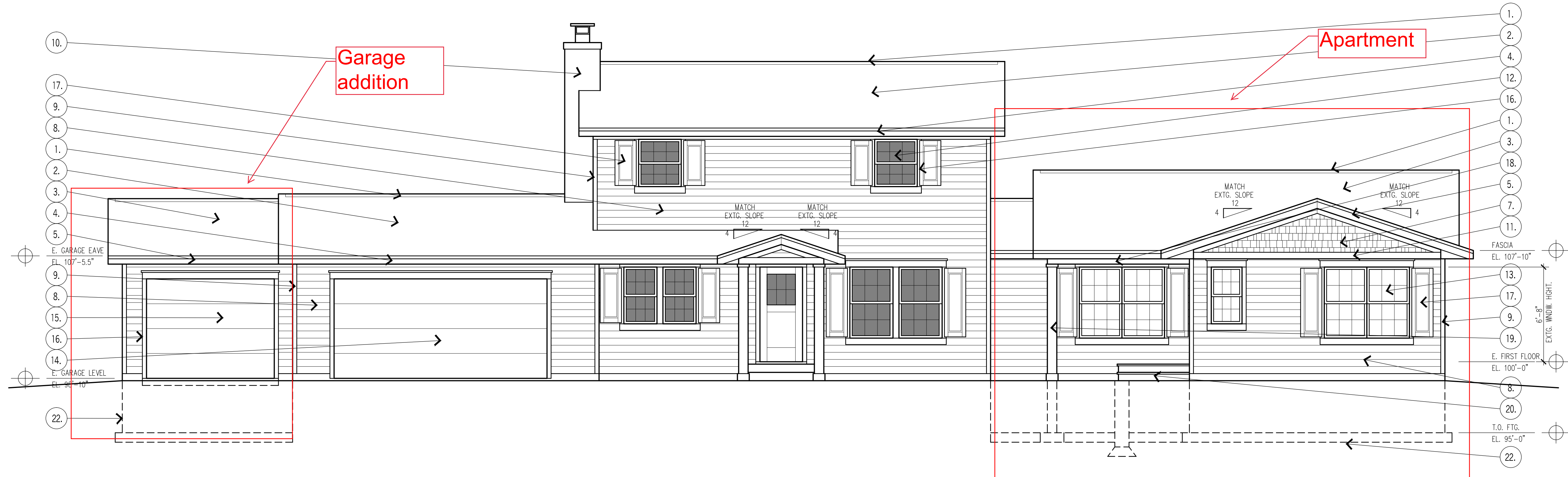


Proposed  
Existing

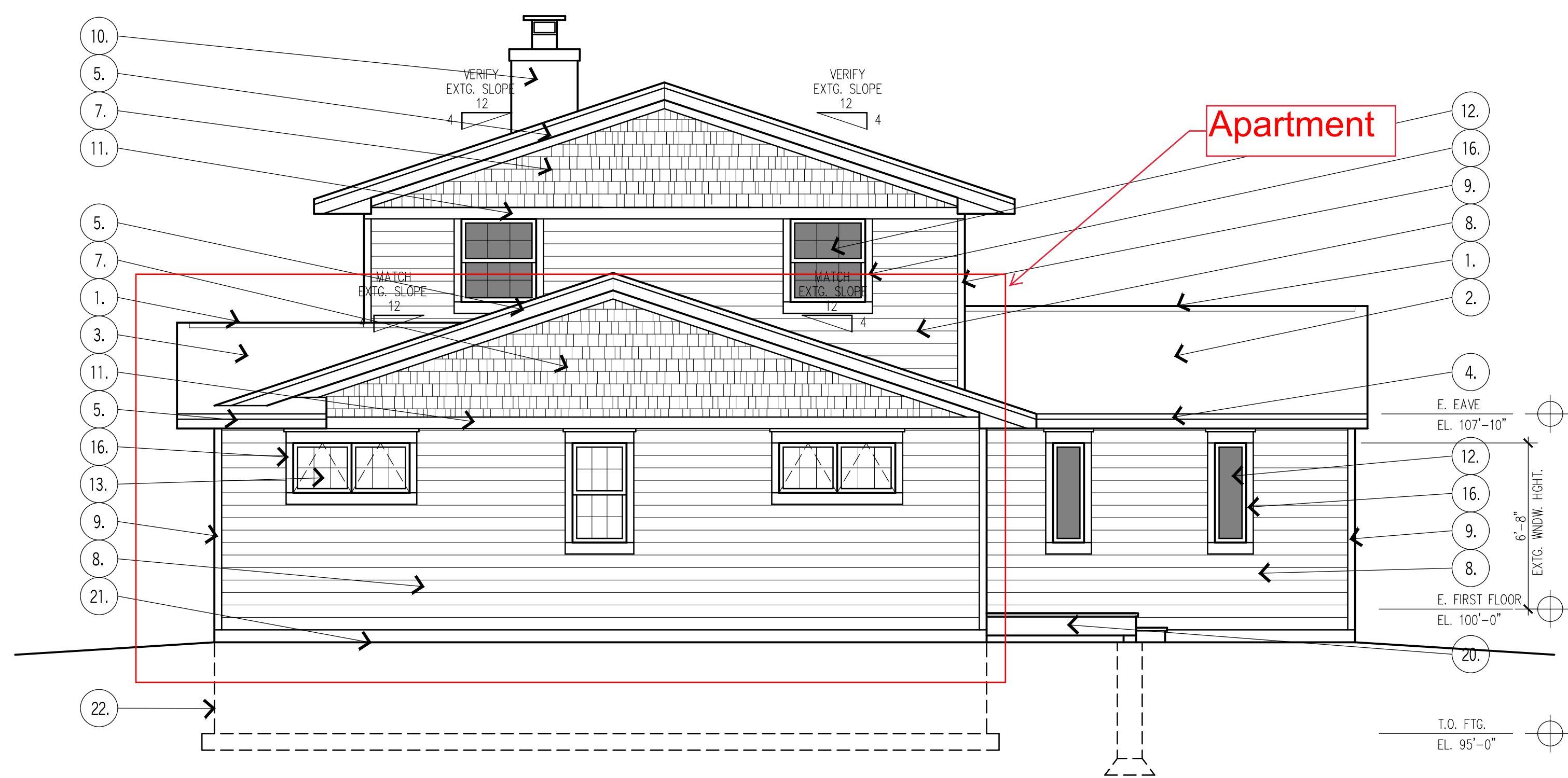
1 Basement Level Plan  
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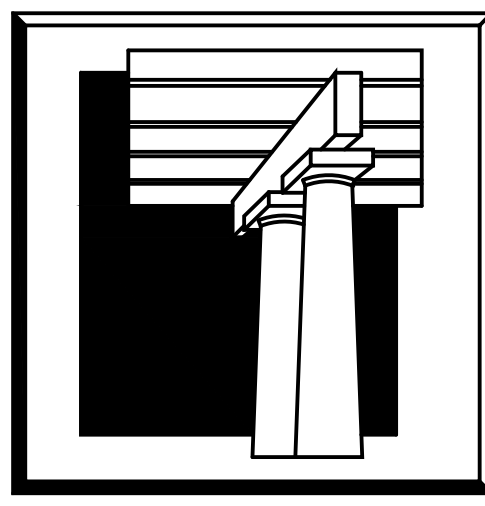
1 South Elevation  
1/4" = 1' - 0"



1 East Elevation  
1/4" = 1' - 0"

**EXTERIOR ELEVATION KEYNOTES:**  
KEYNOTES APPLY TO SHEETS: A4.1 & A4.2 ONLY.  
ALL KEYNOTES ARE "GENERIC" FOR THE PURPOSE OF EXTERIOR BUILDING MATERIAL PLACEMENT. THE BUILDING CONTRACTOR WILL SELECT ALL MATERIALS & FINISHES.

1. PREFINISHED RIDGE VENT.
2. EXISTING ROOF, PATCH & REPAIR, AS REQUIRED.
3. TIMBERLINE THREE TAB, ASPHALT ROOF SHINGLES. PROVIDE BITUMENE ICE AND WATER SHIELD, EXTEND UP ROOF TO A POINT 3'-0" INSIDE OF THE INTERIOR FACE OF THE WALL. PROVIDE PREFINISHED METAL FLASHING AT VALLEYS.
4. EXISTING PREFINISHED METAL GUTTER, OVER EXISTING FASCIA TRIM.
5. 5/4"x3, OVER 5/4"x8 PROFILE FASCIA TRIM & 5/4"x4 PROFILE GABLE-END TRIM: FIBER CEMENT (PAINTED) BOARD. PROVIDE PREFINISHED METAL DRIP EDGE.
6. NOT USED.
7. 6" EXPOSURE, SHINGLE SIDING: FIBER CEMENT (PAINTED) BOARD.
8. 6" EXPOSURE, HORIZONTAL LAP SIDING: FIBER CEMENT (PAINTED) BOARD.
9. 5/4"x4 PROFILE, VERTICAL, CORNER TRIM: FIBER CEMENT (PAINTED) BOARD.
10. EXISTING BRICK CHIMNEY.
11. 5/4"x6 PROFILE, HORIZONTAL TRIM: FIBER CEMENT (PAINTED) BOARD.
12. EXISTING CLAD, WINDOW UNITS, REFER TO FLOOR PLANS FOR LOCATIONS.
13. EXTERIOR CLAD, MARVIN INTEGRITY WINDOW UNITS, REFER TO FLOOR PLANS FOR UNIT SIZE. ALL UNITS (WINDOWS & DOORS) TO BE LOW-E ARGON GAS INSULATED TYPE GLASS. PROVIDE DIVIDED LITES, AS SHOWN.
14. EXISTING EXTERIOR DOOR UNITS.
15. EXTERIOR DOOR UNITS, REFER TO FLOOR PLANS FOR UNIT SIZE. PROVIDE DIVIDED LITES, AS SHOWN.
16. EXTERIOR WINDOW AND DOOR TRIM PROFILES: 5/4"x6 HEAD, 5/4"x4 JAMB & 5/4"x6 SILL. FIBER CEMENT (PAINTED) BOARD. PROVIDE PREFINISHED METAL DRIP CAP FLASHING, AS REQUIRED.
17. DECORATIVE SHUTTERS, paneled style (PAINTED).
18. 5/4"x4 PROFILE, HORIZONTAL TRIM & BOXED PORCH HEADER BEAM TRIM: FIBER CEMENT (PAINTED) BOARD. PROVIDE PREFINISHED METAL CAP FLASHING, AS REQUIRED.
19. 8" SQUARE BOXED, paneled TRIM COLUMNS: FIBER CEMENT (PAINTED) BOARD. 5/4"x3 PROFILE, CAPITAL TRIM, 5/4"x 8 VERTICAL TRIM & 5/4"x4 PROFILE BASE TRIM. PROVIDE PREFINISHED CAP FLASHING AT CAPITAL, AS REQUIRED.
20. DECK, PORCH FLOOR & STEP CONSTRUCTION: 2x6 CEDAR OR FIBER GLASS DECKING, OVER 2 X 10 FLOOR JOIST FRAMING @ 16" O.C. 5/4"x10 FIBER CEMENT (PAINTED) HORIZONTAL SKIRT BOARD. PROVIDE 6x6 POSTS AS NOTED. FRAMING & STRUCTURAL POSTS TO BE TREATED STRUCTURAL LUMBER. PROVIDE CONTINUOUS PATH HOLD-DOWN AND LATERAL BRACING WITH SIMPSON CLIPS, STRAPS AND ANCHORS.
21. GRADE, SLOPE AWAY FROM BUILDING.
22. DASHED LINES INDICATE FOUNDATION AND FOOTINGS, BELOW GRADE. VERIFY 4'-0" (5'-0" PIERS) MINIMUM DEPTH BELOW GRADE & FROST LINE.



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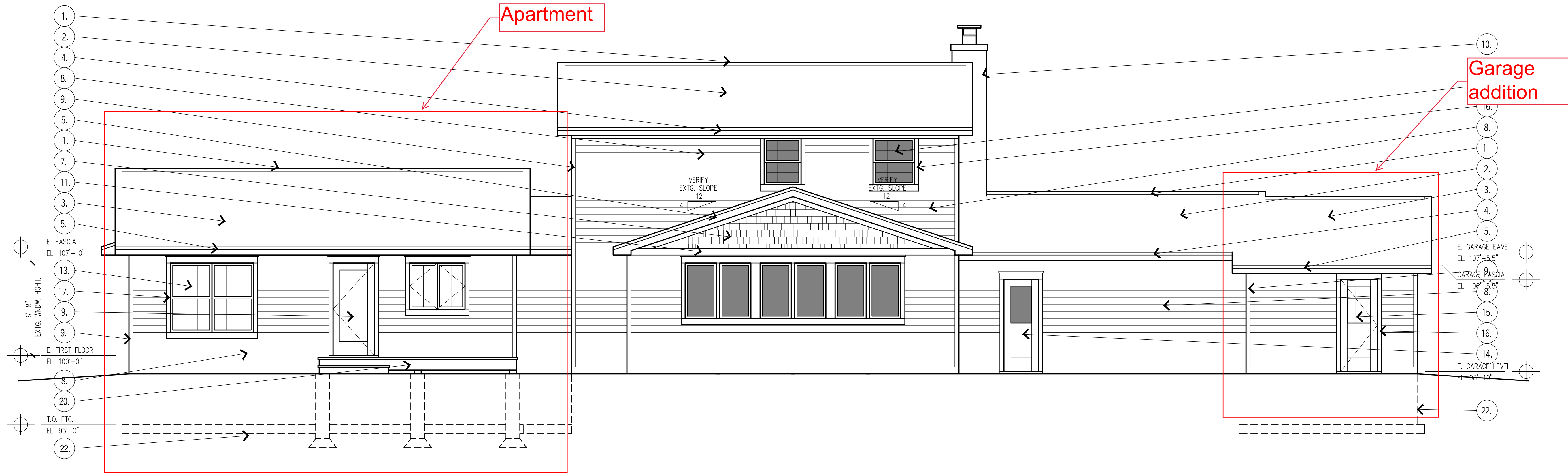
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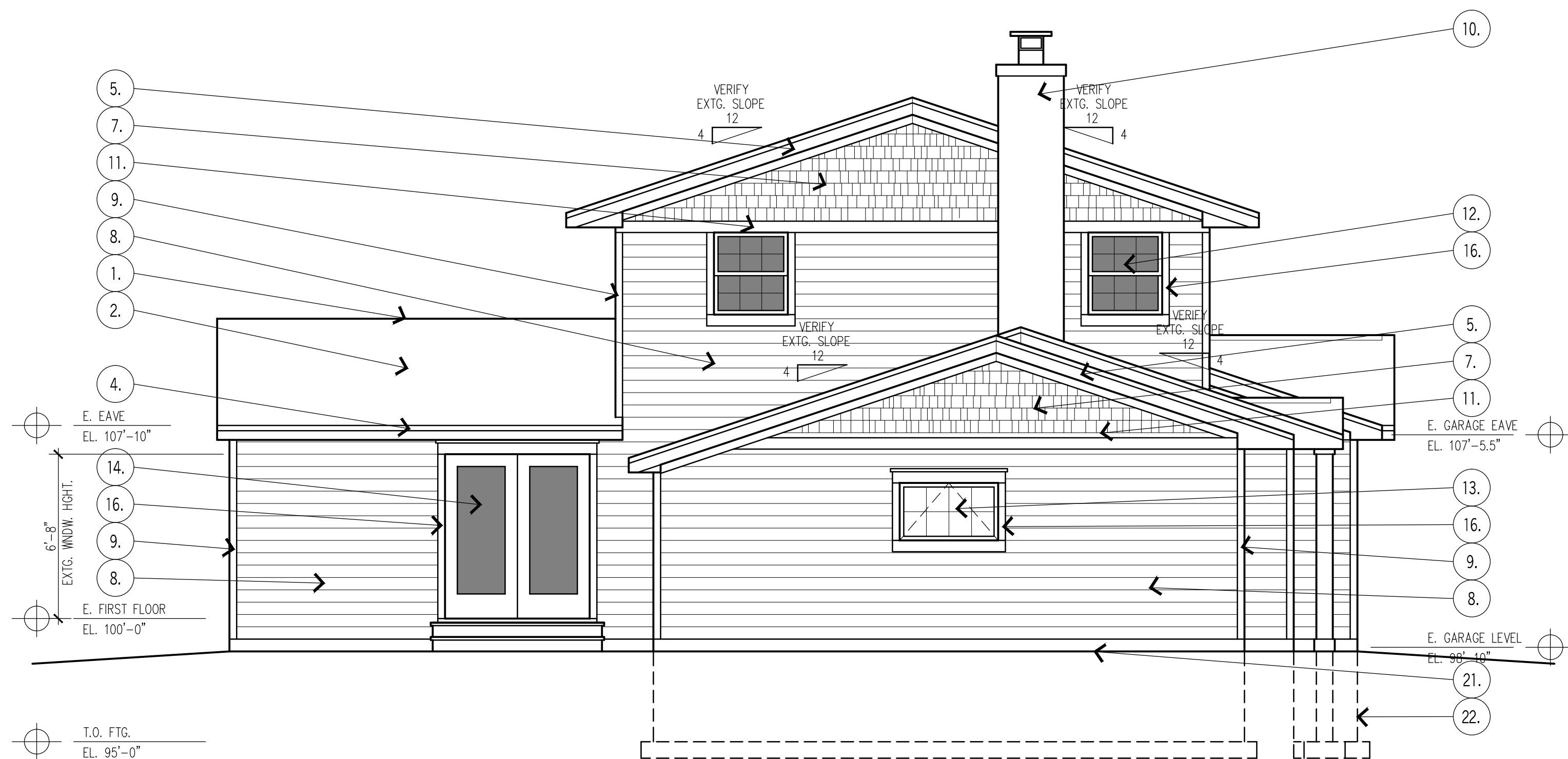
**BOSCH RESIDENCE**  
CUSTOM HOME ADDITION/REMODEL  
JENNIFER & SCOTT BOSCH  
13052 STANTON DRIVE  
MINNETONKA, MN 55305

CONDITIONAL USE PERMIT  
APPLICATION SET:  
07-15-2019

Sheet:  
A4.1



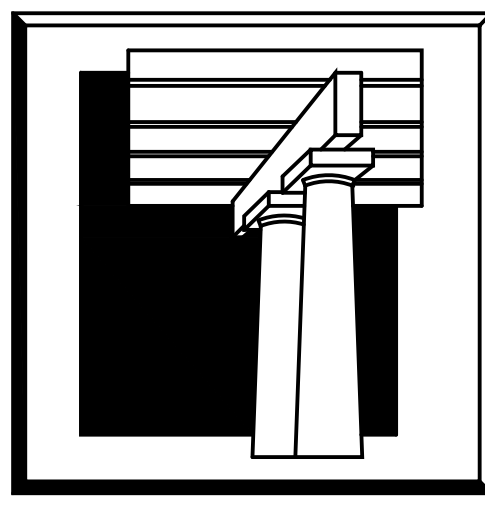
1 North Elevation  
1/4" = 1' - 0"



1 West Elevation  
1/4" = 1' - 0"

**EXTERIOR ELEVATION KEYNOTES:**  
KEYNOTES APPLY TO SHEETS: A4.1 & A4.2 ONLY.  
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1. PREFINISHED RIDGE VENT.
2. EXISTING ROOF, PATCH & REPAIR, AS REQUIRED.
3. TIMBERLINE THREE TAB, ASPHALT ROOF SHINGLES. PROVIDE BITUTHENE ICE AND WATER SHIELD, EXTEND UP ROOF TO A POINT 3'-0" INSIDE OF THE INTERIOR FACE OF THE WALL. PROVIDE PREFINISHED METAL FLASHING AT VALLEYS.
4. EXISTING PREFINISHED METAL GUTTER, OVER EXISTING FASCIA TRIM.
5. 5/4"x3, OVER 5/4"x8 PROFILE FASCIA TRIM & 5/4"x4 PROFILE GABLE-END TRIM: FIBER CEMENT (PAINTED) BOARD. PROVIDE PREFINISHED METAL DRIP EDGE.
6. NOT USED.
7. 6" EXPOSURE, SHINGLE SIDING: FIBER CEMENT (PAINTED) BOARD.
8. 6" EXPOSURE, HORIZONTAL LAP SIDING: FIBER CEMENT (PAINTED) BOARD.
9. 5/4"x4 PROFILE, VERTICAL, CORNER TRIM: FIBER CEMENT (PAINTED) BOARD.
10. EXISTING BRICK CHIMNEY.
11. 5/4"x6 PROFILE, HORIZONTAL TRIM: FIBER CEMENT (PAINTED) BOARD.
12. EXISTING CLAD, WINDOW UNITS, REFER TO FLOOR PLANS FOR LOCATIONS.
13. EXTERIOR CLAD, MARVIN INTEGRITY WINDOW UNITS, REFER TO FLOOR PLANS FOR UNIT SIZE. ALL UNITS (WINDOWS & DOORS) TO BE LOW-E ARGON GAS INSULATED TYPE GLASS. PROVIDE DIVIDED LITES, AS SHOWN.
14. EXISTING EXTERIOR DOOR UNITS.
15. EXTERIOR DOOR UNITS, REFER TO FLOOR PLANS FOR UNIT SIZE. PROVIDE DIVIDED LITES, AS SHOWN.
16. EXTERIOR WINDOW AND DOOR TRIM PROFILES: 5/4"x6 HEAD, 5/4"x4 JAMB & 5/4"x6 SILL. FIBER CEMENT (PAINTED) BOARD. PROVIDE PREFINISHED METAL DRIP CAP FLASHING, AS REQUIRED.
17. DECORATIVE SHUTTERS, paneled style (PAINTED).
18. 5/4"x4 PROFILE, HORIZONTAL TRIM & BOXED PORCH HEADER BEAM TRIM: FIBER CEMENT (PAINTED) BOARD. PROVIDE PREFINISHED METAL CAP FLASHING, AS REQUIRED.
19. 8" SQUARE BOXED, paneled TRIM COLUMNS: FIBER CEMENT (PAINTED) BOARD. 5/4"x3 PROFILE, CAPITAL TRIM, 5/4"x 8 VERTICAL TRIM & 5/4"x4 PROFILE BASE TRIM. PROVIDE PREFINISHED CAP FLASHING AT CAPITAL, AS REQUIRED.
20. DECK, PORCH FLOOR & STEP CONSTRUCTION: 2x6 CEDAR OR FIBER GLASS DECKING, OVER 2 X 10 FLOOR JOIST FRAMING @ 16" O.C. 5/4"x10 FIBER CEMENT (PAINTED) HORIZONTAL SKIRT BOARD. PROVIDE 6x6 POSTS AS NOTED. FRAMING & STRUCTURAL POSTS TO BE TREATED STRUCTURAL LUMBER. PROVIDE CONTINUOUS PATH HOLD-DOWN AND LATERAL BRACING WITH SIMPSON CLIPS, STRAPS AND ANCHORS.
21. GRADE, SLOPE AWAY FROM BUILDING.
22. DASHED LINES INDICATE FOUNDATION AND FOOTINGS, BELOW GRADE. VERIFY 4'-0" (5'-0" PIERS) MINIMUM DEPTH BELOW GRADE & FROST LINE.



**ARCHOS**  
ARCHITECTURE  
& DESIGN, P.A.  
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DESIGNED BY:  
Michael J. Eckardt,  
Architect  
2019

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REGISTRATION:  
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER DIRECT SUPERVISION AND AM A DULY REGISTERED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.  
REGISTRATION NUMBER:  
MICHAEL J. ECKARDT, 21243

**BOSCH RESIDENCE**  
CUSTOM HOME ADDITION/REMODEL  
JENNIFER & SCOTT BOSCH  
13052 STANTON DRIVE  
MINNETONKA, MN 55305

CONDITIONAL USE PERMIT  
APPLICATION SET:  
07-15-2019

Sheet:  
A4.2

**B. Conditional use permit for an accessory apartment at 13052 Stanton Drive.**

Chair Kirk introduced the proposal and called for the staff report.

Cauley reported. She recommended approval of the application based on the findings and subject to the conditions listed in the staff report.

Scott Bosch, 13052 Stanton Drive, applicant, stated that:

- The proposed accessory apartment is intended for his mother-in-law and father-in-law.
- All ordinance requirements would be met.

The public hearing was opened.

Ron Buchanan, 3033 Chase Drive, stated that the plan looks great. He asked what could happen with the next owners of the property.

No additional testimony was submitted and the hearing was closed.

Cauley explained that a future property owner would have to live on the property for the conditional use permit to be valid.

Chair Kirk noted that the proposal would create affordable housing. The conditional use permit would be tied to the property and future owners.

Powers visited the site and noted that there is plenty of room on the property. It would look appropriate for the neighborhood. He spoke to a neighbor who was comfortable with the proposal.

***Powers moved, second by Sewall, to recommend that the city council adopt the resolution approving a conditional use permit for an accessory apartment at 13052 Stanton Drive.***

***Sewall, Hanson, Henry, Knight, Powers, and Kirk voted yes. Luke was absent. Motion carried.***

Chair Kirk stated that an appeal of the planning commission's decision must be made in writing to the planning division within 10 days.

## **Resolution No. 2019-**

### **Resolution approving a conditional use permit for an accessory apartment at 13052 Stanton Drive**

---

Be it resolved by the City Council of the City of Minnetonka, Minnesota, as follows:

**Section 1. Background.**

- 1.01 The property owners, Scott and Jennifer Bosch, are proposing to construct two additions to the existing home. One of the additions would be an accessory apartment.
- 1.02 The property is located at 13052 Stanton Drive. It is legally described as:  
  
Lot 4, Block 4, DIXON'S ELMDALE ADDITION, Hennepin County, Minnesota, according to the plat thereof.
- 1.03 On Sept. 5, 2019, the planning commission held a hearing on the proposal. The applicant was provided the opportunity to present information to the commission. The commission considered all of the comments received and the staff report, which are incorporated by reference into this resolution. The commission recommended that the city council approve the permit.

**Section 2. Standards.**

- 2.01 City Code §300.16 Subd.2 outlines the general standards that must be met for granting a conditional use permit. These standards are incorporated into this resolution by reference.
- 2.02 City Code §300.16 Subd.3 outlines the following specific standards that must be met for granting a conditional use permit for such facilities:
1. Structures in which an accessory apartment is created to be owner-occupied, with the owner residing in either unit on a continuous basis except for temporary absences throughout the period during which the permit is valid;
  2. Adequate off-street parking to be provided for both units of housing with such parking to be in a garage, carport or on a paved area specifically intended for that purpose but not within a required turnaround;



3. May be created by the conversion of living space within the house but not by conversion of garage space unless space is available for a two-car garage on the lot without the need for a variance;
4. An accessory apartment must be no more than 35 percent of the gross living area of the house or 950 square feet, whichever is smaller. The gross living area includes the accessory apartment. The city council may approve a larger area where the additional size would not substantially impact the surrounding neighborhood;
5. Exterior changes to the house must not substantially alter the single-family character of the structure;
6. No apartment to be created except in compliance with all applicable building, housing, electrical, plumbing, heating and related codes of the city;
7. To be permitted only where it is demonstrated that the accessory unit will not have an undue adverse impact on adjacent properties and where there will not be a substantial alteration of the character of the neighborhood; and
8. All other provisions of this ordinance relating to single-family dwelling units to be met, unless specifically amended by this subdivision.

Section 3. Findings.

- 3.01 The proposal meets the general conditional use permit standards outlined in City Code §300.16 Subd.2.
- 3.02 The proposal meets all but one of the specific conditional use permit standards outlined in City Code 300.16 Subd.3(d).
  1. The apartment would be the only apartment on the property, which is zoned R-1.
  2. As a condition of this resolution, the owners would continue to reside on the property.
  3. The property would have adequate parking for both units. The property owners are proposing to construct a third stall onto the existing garage. Additional parking could be provided within the driveway.
  4. The apartment would be a newly constructed addition and would not be created by the conversion of living or garage space.
  5. Based on the ordinance and the gross living area of the home, the apartment could be up to 950 square feet. The proposed apartment is 835 square feet.

6. Architecturally, the addition would appear slightly different than the existing home. However, it would not substantially alter the single-family character of the structure.
7. As a condition of this resolution, the apartment must meet all applicable codes at the time that a certificate of occupancy is issued.
8. The newly constructed apartment would not alter the single-family character of the area or substantially impact the surrounding neighborhood.
9. The accessory apartment would comply with all other ordinance standards.

Section 4. City Council Action.

4.01 The above-described conditional use permit is approved, subject to the following conditions:

1. This resolution must be recorded with Hennepin County.
2. Prior to issuance of a building permit, the applicant must confirm the amount of site disturbance. If the disturbance exceeds 50 cubic yards, stormwater management is required.
3. The structure must be owner-occupied. The property owners must reside in either living unit on a continuous basis, except for temporary absences throughout the period in which the permit is valid.
4. All other provisions of the ordinance relating to single-family dwelling units must be met unless specifically amended by this resolution.
5. The building must comply with all requirements of the Minnesota state building code, fire code, and health code.
6. The city council may reasonably add or revise conditions to address any future unforeseen problems.
7. Any change to the approved use that results in a significant increase in traffic or a significant change in character would require a revised conditional use permit.

Adopted by the City Council of the City of Minnetonka, Minnesota, on Sept. 16, 2019.

---

Brad Wiersum, Mayor

Attest:

\_\_\_\_\_  
Becky Koosman, City Clerk

**Action on this resolution:**

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a meeting held on Sept. 16, 2019.

\_\_\_\_\_  
Becky Koosman, City Clerk

**City Council Agenda Item #10B**  
**Meeting of Sept. 16, 2019**

**Brief Description**            Preliminary and final plats of HIGHWOOD RIDGE, a two-lot subdivision at 14916 Highwood Drive

**Recommendation**            Adopt the resolution approving the plats

**Background**

The subject property is located on the north side of Highwood Drive, just west of Williston Road. The 1.2-acre property is improved with a roughly 1,400 square foot home and two-stall detached garage. The home and garage are located on a small knoll in the southeast corner of the lot. The lot slopes downward in all directions from this knoll; the grade change over the lot is roughly 14 feet. The property is generally wooded. It contains 32 high-priority trees, including several large oaks and maples, of which 11 or 35 percent would be removed. There are also 30 significant trees, of which 6 or 20 percent would be removed. In total, 27 percent of the high-priority and significant trees would be removed as proposed. As specific building plans are submitted for review, staff again reviews the final grading and tree plans. During this final review, there can be opportunities to save additional trees.

**Proposal**

LDK Builders, LLC, the property owner, is proposing to divide the property into two, single-family residential lots. The existing structures would be removed and two new homes constructed. The proposal requires the approval of a preliminary plat and final plats.

**Planning Commission Hearing**

The planning commission considered the request on Sept. 5, 2019. The commission report, associated plans, and meeting minutes are attached. Staff recommended approval of the plats, noting:

- ✓        The proposal would result in two properties meeting and exceeding the R-1 minimum lot standards as outlined in the subdivision ordinance.
  
- ✓        The proposal would meet the standard of the tree protection ordinance.

A public hearing was opened to take comments, but none were received.

**Planning Commission Recommendation**

On a 6-0 vote, the commission recommended that the city council approve the request. Meeting minutes from the meeting are attached. There have been no changes to the proposal or additional information received since the meeting.



**Staff Recommendation**

Staff recommends the city council adopt the resolutions approving the preliminary and final plats of HIGHWOOD RIDGE.

Through:      GERALYN BARONE, City Manager  
                    Julie Wischnack, AICP, Community Development Director  
                    Loren Gordon, AICP, City Planner

Originator:    Susan Thomas, AICP, Assistant City Planner

**MINNETONKA PLANNING COMMISSION**  
**Sept. 5, 2019**

**Brief Description** Preliminary and final plats of HIGHWOOD RIDGE, a two-lot subdivision at 14916 Highwood Drive

**Recommendation** Recommend the city council adopt the resolution approving the plats

---

**Introduction**

The subject property is located on the north side of Highwood Drive, just west of Williston Road. The 1.2-acre property is improved with a roughly 1,400 square foot home and two-stall detached garage. The home and garage are located on a small knoll in the southeast corner of the lot. The lot slopes downward in all directions from this knoll; the grade change over the lot is roughly 14 feet. The property is generally wooded. It contains 32 high-priority trees, including several large oaks and maples.

**Proposal**

LDK Builders, LLC, the property owner, is proposing to divide the property into two, single-family residential lots. The existing structures would be removed and two new homes constructed. The proposal requires the approval of a preliminary plat and final plats.

**Primary Questions and Analysis**

A land-use proposal is comprised of many details. These details are reviewed by members of the city's economic development, engineering, fire, legal, natural resources, planning, and public works departments and divisions. These details are then aggregated into a few primary questions or issues. The analysis and recommendations outlined in the following sections of this report are based on the collaborate efforts of this larger staff review team.

- **Is subdivision of the property generally appropriate?**

Yes. The proposed subdivision would result in two properties meeting and exceeding the R-1 minimum lot size of 22,000 square feet.

	Area		Width		Depth
	Total	Buildable	ROW	Setback	
<b>Required</b>	22,000 sq.ft.	3,500 sq.ft.	80 ft	110 ft	125 ft
<b>Lot 1</b>	27,310 sq.ft.	13,880 sq.ft.	110 ft	110 ft	240 ft
<b>Lot 2</b>	25,095 sq.ft.	12,075 sq.ft.	110 ft	110 ft	225 ft

Rounded down to closed 5 sq.ft. or 5 ft.

- **Would the proposal meet the tree ordinance?**

Yes. The city requires that plat applications include a general grading plan based on possible home and driveway locations. With this plan, city staff can evaluate whether the

proposed plat is likely to comply with the tree ordinance. Based on the general grading plan submitted for HIGHWOOD RIDGE, 35 percent of the site's high priority trees would be removed or significantly impacted. This meets the threshold established by the tree protection ordinance.

**Staff Recommendation**

Recommend that the city council adopt the resolutions approving the preliminary and final plats of HIGHWOOD RIDGE.

Originator: Susan Thomas, AICP, Assistant City Planner  
Through: Loren Gordon, AICP, City Planner

### Supporting Information

#### Surrounding Properties

	North	South	East	West
Use	twinhomes	commercial buildings	single-family home	single-family home
Zoning	R-2	PUD	R-1	R-1
Guide Plan Designation	low-density residential	commerical	low-density residential	low-density residential

#### Subject Property

	Existing	Proposed
Use	single-family home	single-family homes
Zoning	R-1	R-1
Guide Plan Designation	low-density residential	low-density residential

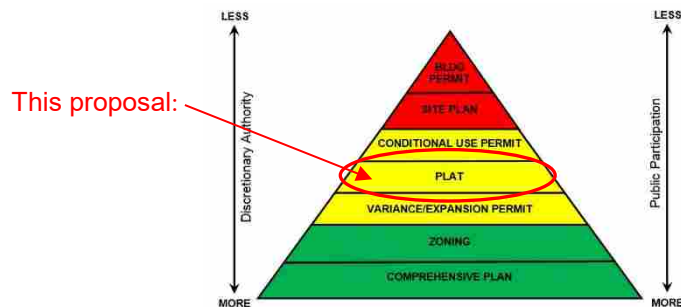
#### Trees

The property contains 32 high priority trees and 30 significant trees. Based on the general grading plans submitted:

	Existing	Removed*
High Priority	32	11 or 35%
Significant	30	6 or 20%
** By city code, a tree is considered removed if 30 percent or more of the critical root zone of is compacted, cut, filled or paved.		

It is important to note that the tree protection aspects of the tree ordinance would apply to the properties from the date of the subdivision approval until two years after issuance of a certificate of occupancy. As with any subdivision, unless wooded areas are covered by conservation easements, once a home has been occupied and unaltered for two years, a homeowner may choose to remove trees on their property without mitigation

#### Pyramid of Discretion



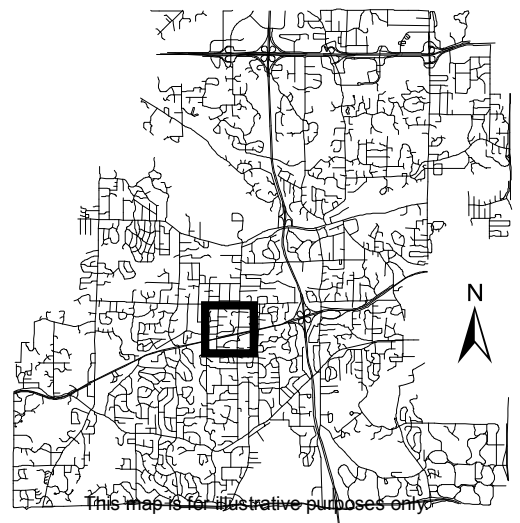
- Voting Requirement** The planning commission will make a recommendation to the city council. A recommendation for approval requires an affirmative vote of a simple majority. The city council's approval also requires an affirmative vote of a simple majority.
- Motion Options** The planning commission has three options:
1. Concur with the staff recommendation. In this case a motion should be made recommending the city council adopt the resolution approving the preliminary and final plats.
  2. Disagree with staff's recommendation. In this case, a motion should be made recommending the city council deny the requested plats. This motion must include a statement as to why denial is recommended.
  3. Table the request. In this case, a motion should be made to table the item. The motion should include a statement as to why the request is being tabled with direction to staff, the applicant, or both.
- Neighborhood Comments** The city notified 57 property owners of the proposed subdivision and has received no comments to date.
- Deadline for Action** **Sept. 17, 2019.** The commission must take action on Sept. 5 to ensure the deadline for action is met.





### Location Map

Project: Highwood Ridge  
Address: 14916 Highwood Dr



This map is for illustrative purposes only.





TONKAWOOD FARMS  
LOT 7  
BLOCK 1

STEPHENS COURT

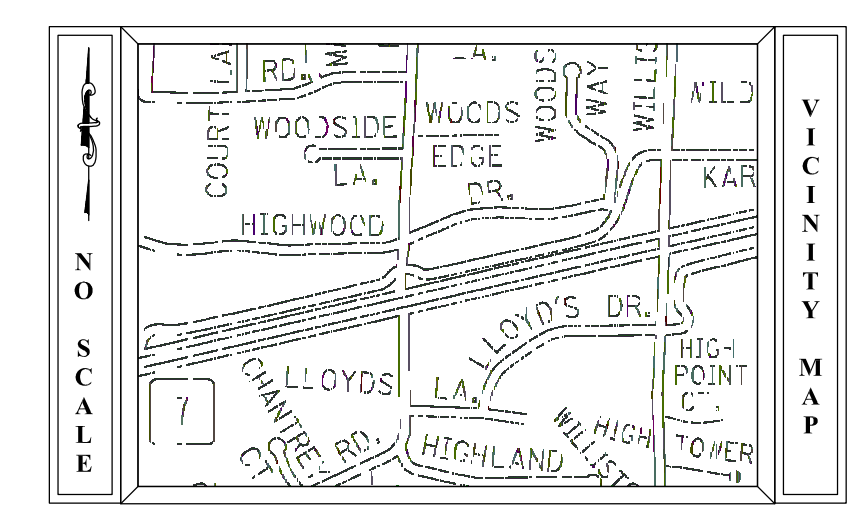
BLOCK 1

RLS NO. 737

TRACT A

TRACT B

HIGHWOOD DRIVE

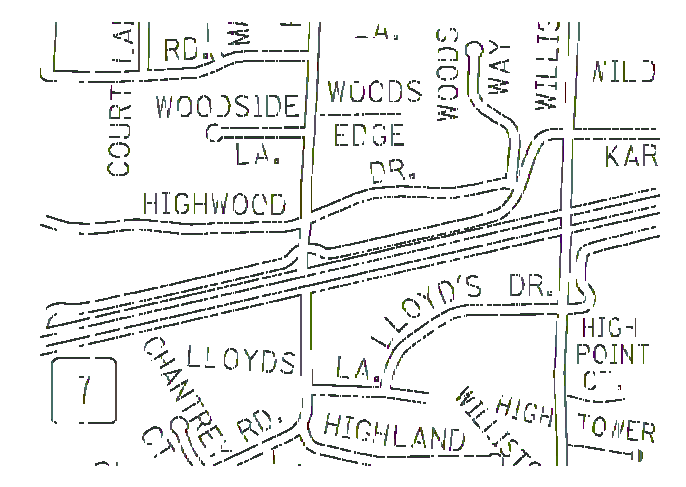


- CAST IRON MONUMENT
- SURVEY MONUMENT SET
- SURVEY MONUMENT FOUND
- ▲ SURVEY CONTROL POINT
- ◇ SANITARY CLEANOUT
- A/C UNIT
- ⊕ WELL
- WOE WALKOUT ELEVATION
- FFE FIRST FLOOR ELEVATION
- GFE GARAGE FLOOR ELEVATION
- TOP OF FOUNDATION ELEV.
- LOE LOWEST OPENING ELEV.
- BITUMINOUS
- BUILDING SETBACK LINE
- 960 CONTOUR EXISTING
- 960 CONTOUR PROPOSED
- GUARD RAIL

*Handwritten signature*



TONKAWOOD FARMS  
LOT 7  
BLOCK 1





Powers drove up and down Hwy 7 looking at signs. Some of the signs near the high school are not pretty. The sign is not very attractive and appears very utilitarian, but he supports the proposal because the businesses need the help.

Sewall agreed that the sign is not attractive, but would be a better alternative than businesses that would not get enough patronage and be forced to close.

Chair Kirk wants to support the tenants, but is leaning towards voting to deny the application because he did not want to set a precedent. This site is unique. If the site is identified as unique enough to prevent a precedent being set for other village centers, then he would lean more towards approving the proposal.

Powers recalled an application for a dynamic sign for Caribou Coffee and Bruegger's Bagels that rotates that he supported because he did not think it would set a precedent for other dynamic signs. He was less worried about setting a precedent for this proposal than other commissioners. The sign would not be perfect, but it would serve its purpose.

Knight asked if the Town and Country Village Center has a sign identifying all of the tenants and if the proposed sign would set a precedent. Ingvalson explained that a legal precedent has to show that the two situations are very similar. It is common for people to question staff as to why something was approved in one place, but not another. Approving a sign now that would be 50 percent larger than ordinance allows, could be questioned by an applicant in the future who would want a multi-tenant sign of similar size. Gordon provided that the Town and Country Village Center has a Lunds and Byerly's monument sign at the entrance and on Minnetonka Mills Road, but none of the other businesses are listed.

Hanson struggled with allowing 50 percent more than what the ordinance allows.

Powers noted that buffer zones exist between commercial and residential areas. He would be hesitant if the sign would be located near a residential area.

***Hanson moved, second by Henry, to adopt the resolution denying the requested amendment to the 7-Hi Shopping Center sign plan as it pertains to the monument sign at 17790 State Hwy 7.***

***Hanson, Henry and Kirk voted yes. Sewall, Knight and Powers voted no. Luke was absent. Motion carried.***

Chair Kirk stated that an appeal of the planning commission's decision must be made in writing to the planning division within 10 days.

**F. Preliminary plat for Highwood Ridge at 14916 Highwood Drive.**

Chair Kirk introduced the proposal and called for the staff report.

Thomas reported. She recommended approval of the application based on the findings and subject to the conditions listed in the staff report.

Scott Koppendrayer, LDK Homes, applicant, stated that he was available for questions.

Chair Kirk encouraged the applicant to save as many trees as possible. Mr. Koppendrayer agreed. Each lot would be graded for each buyer. A rambler is planned for one lot.

The public hearing was opened. No testimony was submitted and the hearing was closed.

***Knight moved, second by Powers, to recommend that the city council adopt the resolutions approving the preliminary and final plats of Highwood Ridge.***

***Sewall, Hanson, Henry, Knight, Powers and Kirk voted yes. Luke was absent. Motion carried.***

Chair Kirk stated that this item is scheduled to be reviewed by the city council on Sept. 16, 2019.

**9. Adjournment**

***Powers moved, second by Sewall, to adjourn the meeting at 9:20 p.m. Motion carried unanimously.***

By: \_\_\_\_\_  
Lois T. Mason  
Planning Secretary

**Resolution No. 2019-**

**Resolution approving the preliminary and final plats of  
HIGHWOOD RIDGE at 14916 Highwood Drive**

---

Be it resolved by the City Council of the City of Minnetonka, Minnesota, as follows:

Section 1. Background.

- 1.01 LDK Builders, LLC. has requested preliminary and final plat approval for HIGHWOOD RIDGE.
- 1.02 The property is located at 14916 Highwood Drive. It is legally described as:  
  
Tract A, REGISTERED LAND SURVEY NO. 737, Hennepin County, Minnesota
- 1.03 On Sept. 5, 2019, the planning commission held a hearing on the proposed plat. The applicant was provided the opportunity to present information to the commission. The commission considered all of the comments received and the staff report, which are incorporated by reference into this resolution. The commission recommended that the city council grant preliminary and final plat approval.

Section 2. General Standards.

- 2.01 City Code §400.030 outlines general design requirements for residential subdivisions. These standards are incorporated by reference into this resolution.

Section 3. Findings.

- 3.01 The proposed plats would meet the design standards as outlined in City Code §400.030.

Section 4. Council Action.

- 4.01 The above-described plats are hereby approved, subject to the following conditions:

1. Prior to the release of the final plat for recording, submit the following:
  - a) A utility exhibit illustrating existing and proposed utility connections to each lot.
  - b) A final plat drawing that clearly illustrates the following:
    - 1) Dedication of additional right-of-way over the proposed westerly lot to provide a consistent width of the boulevard and match the adjacent parcel to the west.
    - 2) A minimum 10-foot wide drainage and utility easement adjacent to the public right-of-way and minimum 7-foot wide drainage and utility easements along all other lot lines.
    - 3) Utility easements over existing or proposed public utilities, as determined by the city engineer.
    - 4) Drainage and utility easements over any wetlands, floodplains, and stormwater management facilities. Private utility easements over any existing or proposed service lines that cross the shared property line.
  - c) Documents for the city attorney's review and approval. These documents must be prepared by an attorney knowledgeable in the area of real estate:
    - 1) Title evidence that is current within thirty days before the release of the final plat for the city attorney's review and approval. Note, any lender must consent to the plat.
    - 2) If using existing sewer and water service, a private agreement between the properties must be entered into for Lot 1 services to cross the corner of Lot 2.
  - d) Two sets of mylars for city signatures.
  - e) An electronic CAD file of the plat in microstation or DXF.
  - f) Park dedication fee of \$5000.
2. Subject to staff approval, HIGHWOOD RIDGE must be developed and maintained in substantial conformance with the following plans, except as modified by the conditions below:
  - Preliminary plat and grading plan, dated July 22, 2019

3. Prior to issuance of a building permit for the first new house within the development, submit a letter from the surveyor stating that boundary and lot stakes have been installed as required by ordinance.
4. Prior to issuance of a building permit for any of the lots within the development:
  - a) Submit the following items for staff review and approval:
    - 1) A survey that includes:
      - a. Proposed sewer and water services. The services must be located to avoid tree impacts. Services must be routed within approved grading and construction limits so that they are not impacting additional trees.
      - b. A grading and tree preservation plan. No more than 11 high priority trees may be removed or impacted in total. The plans must be in general conformance with the plans dated July 22, 2019, with no more than 8 high-priority trees removed/impacted on the western lot and 3 high priority trees removed/impacted on the eastern lot.
    - 2) A tree mitigation plan. The plan must meet mitigation requirements as outlined in the ordinance. However, at the sole discretion of staff, mitigation may be decreased. Required tree mitigation will be determined per lot at the time of building permit submittal.
    - 3) A construction management plan.
5. All lots and structures within the development are subject to all R-1 zoning standards. In addition:
  - a) No tree removal or grading may occur on either lot until a building permit for a proposed home has been issued for that lot.
  - b) All lots must meet all minimum access requirements, as outlined in the Minnesota State Fire Code Section 503. These access requirements include road dimension, surface, and grade standards. If access requirements are not met, houses must be protected with a 13D automatic fire sprinkler system or an approved alternative system.
  - c) If tapping a new water service, 1 ½-inch copper pipe must be installed. The unused water service pipe must be removed back to

the main, with the corporation stop being turned off and covered with a "Ford Abandoned Corp Cap." A right-of-way permit would be required for this work.

- d) If tapping a new sewer service, 6-inch PVC pipe must be installed. The unused sewer service pipe must be removed back to the main, with the wye cut out and sleeved.
  - e) Driveway permits are required.
6. Unless the city council approves a time extension, the final plat must be recorded by Sept. 16, 2020.

Adopted by the City Council of the City of Minnetonka, Minnesota, on Sept. 16, 2019.

\_\_\_\_\_  
Brad Wiersum, Mayor

Attest:

\_\_\_\_\_  
Becky Koosman, City Clerk

Action on this resolution:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a duly authorized meeting held on Sept. 16, 2019.

\_\_\_\_\_  
Becky Koosman, City Clerk

**City Council Agenda Item #10C**  
**Meeting of Sept. 16, 2019**

**Brief Description**            Conditional use permit for an accessory apartment at 5304 Westmill Road

**Recommendation**         Adopt the resolution approving the conditional use permit

**Background**

The applicant, Shawn Dykhoff, purchased the home at 5304 Westmill Road in 2006. He has informed staff that at the time of purchase the basement of the home contained an accessory apartment and he was unaware that a conditional use permit was required. The apartment includes a bedroom, bathroom, kitchen, and living spaces. City staff can find no record of any permits being issued to create this separate dwelling area, and the city assessor does not have any information regarding the existing accessory apartment.

The only record of the accessory apartment's existence is from a 2003 letter that was sent by city staff to the property owner informing him that the property was in non-compliance due to having an accessory apartment without a conditional use permit. However, there is no record of staff follow up after that letter was sent.

**Proposal**

Mr. Dykhoff is requesting a conditional use permit to bring the accessory apartment into compliance with the zoning ordinance.

**Planning Commission Hearing**

The planning commission considered the proposal on Sept. 5, 2019. An audience member requested the item be pulled from the consent agenda. Two audience members then addressed the commission, specifically noting concerns regarding:

- Property maintenance;
- The number of vehicles parked on the property and blocking the private driveway; and
- Potential rental of both units.

At the meeting, staff recommended approval of the CUP for an accessory apartment as:

- The proposed accessory structure would meet all general and specific conditional use permit standards outlined in the city code, with the exception of the maximum area requirement for accessory apartments.
- The apartment would not substantially impact the surrounding neighborhood, as it currently exists within the basement of the home, and the home appears as a single-

family home. In addition, the existing mass of the building is appropriate when compared to other homes within the neighborhood.

Staff also noted that the subject property, like all properties regardless of whether they contain an accessory apartment, would be required to meet all nuisance standards (property maintenance and the number of vehicles.) Further, the property would need to be owner-occupied, as required by the conditional use permit. The staff report from that meeting and various plans and documents describing the proposal are attached.

### **Planning Commission Recommendation**

On a 6-0 vote, the commission recommended that the city council approve the request. Meeting minutes are attached.

### **Since Planning Commission Hearing**

There have been no changes to the proposal or additional information received since the planning commission's meeting on this item.

### **Staff Recommendation**

Adopt the resolution approving a conditional use permit for an accessory apartment, allowing an accessory apartment exceeding 35 percent of the entire home, at 5304 Westmill Road.

Through:      Geralyn Barone, City Manager  
                 Julie Wischnack, AICP, Community Development Director  
                 Loren Gordon, AICP, City Planner

Originator:    Drew Ingvalson, Planner



**MINNETONKA PLANNING COMMISSION**  
**Sept. 5, 2019**

<b>Brief Description</b>	Conditional use permit for an accessory apartment at 5304 Westmill Road
<b>Recommendation</b>	Recommend the city council adopt the resolution approving the permit

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**Background**

The subject property is located just northwest of the Excelsior Blvd./Westmill Road intersection. The property abuts Excelsior Blvd. However, the property is accessed off Westmill Road via a shared driveway.

The subject property is 22,700 square feet in area and improved with:

- A 1,138 square foot rambler, constructed in 1960; and
- A detached, two stall garage.

The current property owner, Shawn Dykhoff, purchased the home in 2006. Mr. Dykhoff has informed staff that at the time of purchase the basement of the home contained an accessory apartment. The apartment includes a bedroom, bathroom, kitchen, and living spaces. City staff can find no record of any permits being issued to create this separate dwelling area, and the city assessor does not have any information regarding the existing accessory apartment. In 2003, city staff sent a letter notifying the neighbor that the property was in non-compliance for having an accessory apartment without a conditional use permit. However, there is no record of follow up after that letter was sent.

**Proposal**

To ensure compliance with zoning regulations, the property owner is requesting the city approve a conditional use permit for the existing apartment.

**Staff Analysis**

Staff finds that the accessory apartment is reasonable.

- 1) The apartment meets the intent of the accessory apartment ordinance. It would afford efficient utilization of an existing home while maintaining the character of the existing single-family neighborhood.
- 2) The apartment is located in the basement of an existing home and would not require exterior additions. Given this, the apartment would not alter the single-family character of the area or substantially impact the surrounding neighborhood.
- 3) The proposed apartment would meet all conditional use permit standards, with the exception of the 35 percent space maximum. However, staff finds that maintaining the existing apartment is appropriate as:

- The accessory apartment would not substantially impact the surrounding neighborhoods as the accessory apartment is currently existing within the basement of the home; and
- The existing mass of the building (FAR of 0.08) is appropriate when compared to other homes within the neighborhood.

**Staff Recommendation**

Recommend that the city council adopt the resolution approving a conditional use permit for an accessory apartment at 5304 Westmill Road.

Originator: Drew Ingvalson, Planner

Through: Loren Gordon, AICP, City Planner

### Supporting Information

<b>Project No.</b>	19029.19a
<b>Property</b>	5304 Westmill Road
<b>Applicant</b>	Shawn Dykhoff
<b>Surrounding Land Uses</b>	<p>All properties surrounding the subject lot are zoned R-1 low density residential and are improved with single-family homes, with the exception of Purgatory Park.</p> <p>Properties to the North, East, and West are guided for low-density residential. Properties to the South are guided for Parks.</p>
<b>Planning</b>	<p>Guide Plan Designation: Low Density Residential Zoning: R-1</p>
<b>Accessory Apartments</b>	By City Code §300.10 Subd.4(d), accessory apartments are conditionally-permitted uses in single-family residential zoning districts.
<b>CUP Standards</b>	<p>The proposed accessory apartment would meet the general conditional use permit standards as outlined in City Code 300.16 Subd.2.</p> <ol style="list-style-type: none"><li>1. The use is consistent with the intent of this ordinance;</li><li>2. The use is consistent with the goals, policies, and objectives of the comprehensive plan;</li><li>3. The use does not have an undue adverse impact on governmental facilities, utilities, services or existing or proposed improvements; and</li><li>4. The use does not have an undue adverse impact on the public health, safety, or welfare.</li></ol> <p>The proposed apartment would also meet the specific conditional use permit standards as outlined in City Code 300.16 Subd.3.</p> <ol style="list-style-type: none"><li>1. To be created only on property zoned for single-family detached dwellings and no more than one apartment to be created in any dwelling;</li></ol> <p><b>Finding</b> The accessory unit is the only apartment on the property.</p> <ol style="list-style-type: none"><li>2. Structures in which an accessory apartment is created to be owner-occupied, with the owner residing in either unit on a continuous basis except for temporary absences throughout the period during which the permit is valid;</li></ol>

**Finding:** The property owner currently resides at the subject home and, as a condition of approval, the property owner will need to continue to live in one of the dwelling units.

3. Adequate off-street parking to be provided for both units of housing with such parking to be in a garage, carport or on a paved area specifically intended for that purpose but not within a required turnaround;

**Finding:** The existing garage, parking areas, and driveway provide adequate off-street parking for both housing units.

4. May be created by the conversion of living space within the house but not by conversion of garage space unless space is available for a two car garage on the lot without the need for a variance;

**Finding:** The apartment does not impact the garage space.

5. An accessory apartment must be no more than 35 percent of the gross living area of the house or 950 square feet, whichever is smaller. The gross living area includes the accessory apartment. The city council may approve a larger area where the additional size would not substantially impact the surrounding neighborhood.

**Finding:** Based on the submitted plans, the accessory apartment is roughly 795 square feet in area, which would be 39 percent of the gross living area of the home.

Despite exceeding the 35 percent of the grossing living area, the accessory apartment would not substantially impact the surrounding neighborhoods as the accessory apartment is currently existing within the basement of the home and the home appears as a single-family home. In addition, the existing mass of the building (FAR of 0.08) is appropriate when compared to other homes within the neighborhood.

6. Exterior changes to the house must not substantially alter the single-family character of the structure;

**Finding:** The apartment is currently located in the basement of the existing home. It does not alter the single-family character of the home or substantially impacts the surrounding neighborhood in its current position.

7. No apartment to be created except in compliance with all applicable building, housing, electrical, plumbing, heating and related codes of the city;

**Finding:** The accessory apartment has already been created, and city staff can find no record of any permits for this separate dwelling area. This requirement would be difficult to enforce. While staff would

highly recommend the property owner have the home inspected for compliance with code, the city does not have a rental inspection requirement. All properties in the city are subject to the 2015 International Property Maintenance Code.

8. To be permitted only where it is demonstrated that the accessory unit will not have an undue adverse impact on adjacent properties and where there will not be a substantial alteration of the character of the neighborhood; and

**Finding:** The apartment is located in the basement of the existing home. It does not alter the single-family character of the area or substantially impacts the surrounding neighborhood.

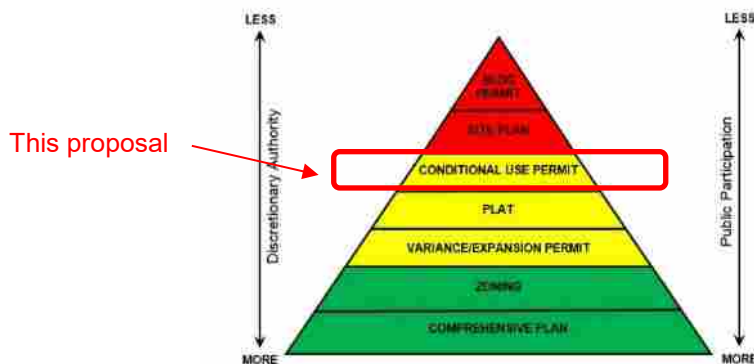
9. All other provisions of this ordinance relating to single-family dwelling units to be met, unless specifically amended by this subdivision.

**Finding:** The accessory apartment would comply with all other ordinance standards.

### Neighborhood Comments

The city sent notices to 27 area property owners and has received no comments to date.

### Pyramid of Discretion



### Motion Options

The planning commission has three options:

1. Concur with staff's recommendation. In this case a motion should be made recommending the city council approve the conditional use permit.
2. Disagree with staff's recommendation. In this case a motion should be made recommending denial of the request. This motion must include a statement as to why the request is denied.
3. Table the request. In this case a motion should be made to table the item. The motion should be made include a statement as to why the request is being tabled with direction to staff, the applicant or both.

**Voting**

The planning commission will make a recommendation to the city council, which has final authority on the applicant's request. Both the commission's recommendation and the council's final approval require an affirmative vote of a simple majority.

**Deadline for  
Decision**

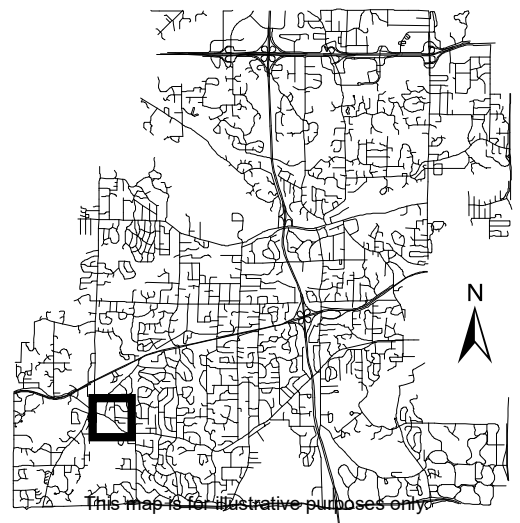
Nov. 18, 2019





### Location Map

Project: Dykhoff Residence  
Address: 5304 Westmill Rd



This map is for illustrative purposes only.





5300

944

948

950

946

5308

952

954

Westmill Road

932

5304

930

936

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940

942

932

936

5324

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920

926

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Excelstor Boulevard

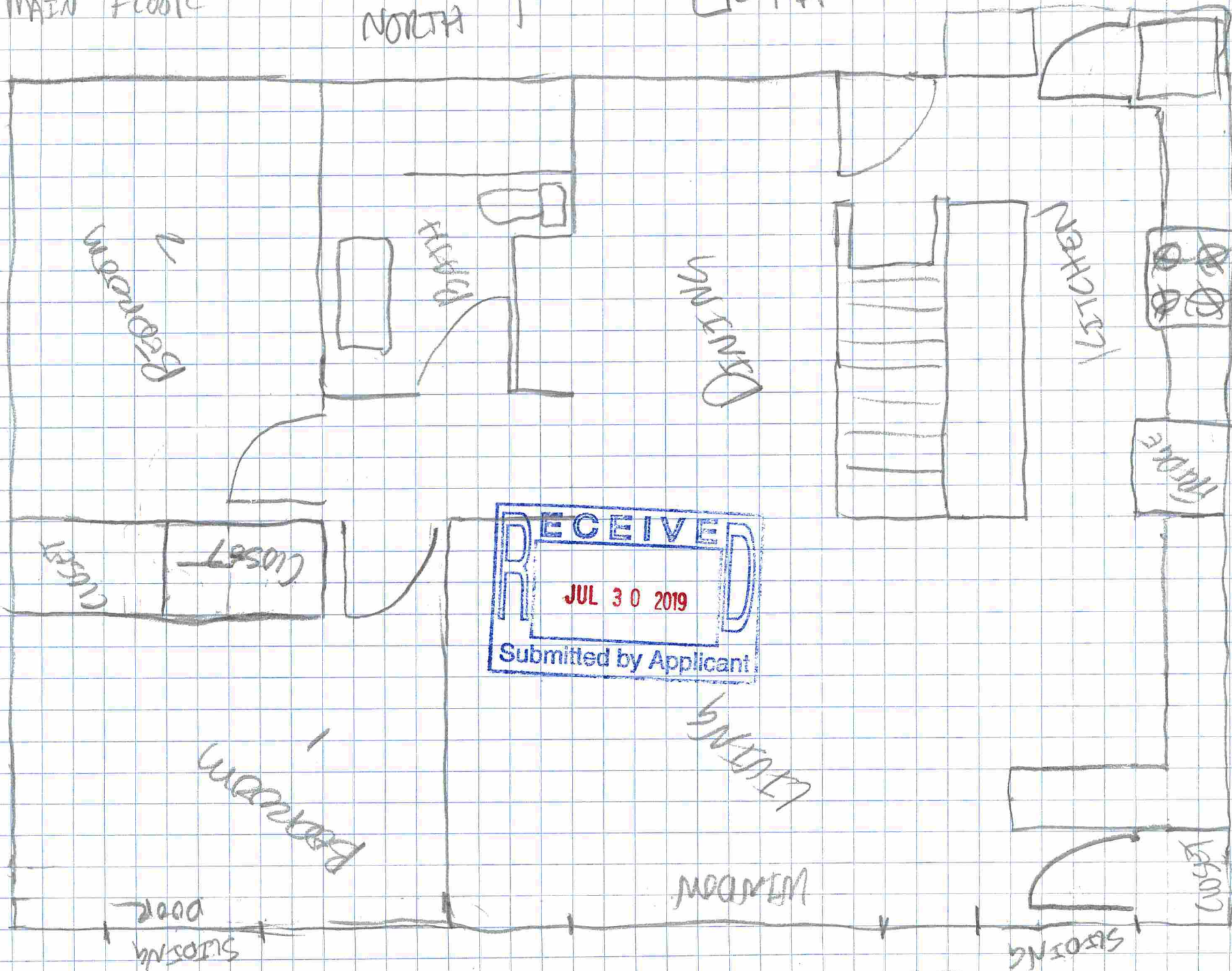
50ft



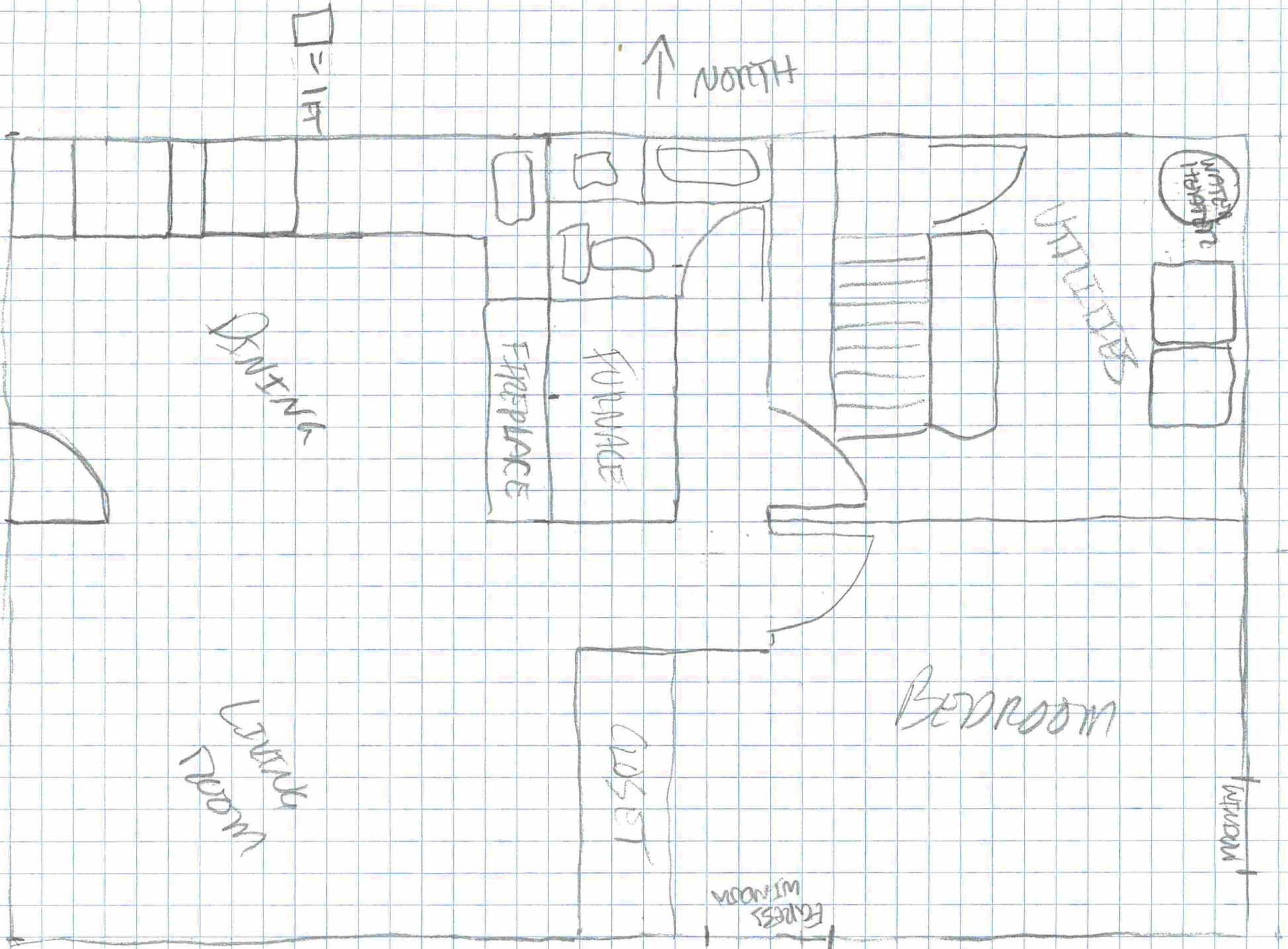
MAIN FLOOR

NORTH ↑

□ = 1 FT



**RECEIVED**  
 JUL 30 2019  
 Submitted by Applicant



BASEMENT

ALL OF BASEMENT IS APARTMENT MINUS UTILITY  
 APPROX 720 SQ FT



CAR PARK

CAR PARK

2  
GARAGE CAR

CAR PARK

CAR PARK

SPRINKLER  
RESERVOIR

CAR  
PARK

N  
↙  
↘

□ = 1 FT

PARKING



Detached Garage





Existing Shed





Entrance to Main Living Area  
of Home (facing South)





Path Leading to  
Accessory Apartment





Accessory Apartment  
Entrance

Entrance





Rear of Home  
(facing North)





Gordon also reported on a community workshop held to discuss options for city-owned property on 5337 Co. Rd. 101. More information on future meetings can be found on [eminnetonka.com](http://eminnetonka.com).

**6. Report from Planning Commission Members:** None

**7. Public Hearings: Consent Agenda**

Item 7B, a conditional use permit for an accessory apartment at 5304 Westmill Road, was removed from the consent agenda for discussion and separate action.

***Powers moved, second by Hanson, to approve items 7A and 7C listed on the consent agenda as recommended in the respective staff reports as follows:***

**A. Variances for a garage addition at 11820 Karen Lane.**

Adopt the resolution approving variances for construction of a garage addition at 11820 Karen Lane.

**C. Conditional use permit for an expanded medical clinic at 12301 Whitewater Drive.**

Recommend that the city council adopt the resolution approving a conditional use permit with access variance for a medical clinic at 12301 Whitewater Drive.

***Sewall, Hanson, Henry, Knight, Powers, and Kirk voted yes. Luke was absent. Motion carried and items 7A and 7C on the consent agenda were approved as submitted.***

Chair Kirk stated that an appeal of the planning commission's decision must be made in writing to the planning division within 10 days and Item 7C is scheduled to be reviewed by the city council Sept. 16, 2019.

**8. Public Hearings**

**A. Conditional use permit for an accessory apartment at 5304 Westmill Road.**

Chair Kirk introduced the proposal and called for the staff report.

Ingvolson reported. He recommended approval of the application based on the findings and subject to the conditions listed in the staff report. He explained that the property owner would be required to live in one part of the dwelling.

Shawn Dykhoff, 5304 Westmill Road, applicant, stated that the apartment existed when he purchased the property. He needs to bring the property into compliance with ordinances so he may refinance.

Henry asked how many vehicles are usually parked at the residence. Mr. Dykhoff stated that there are eight parking spaces. The other occupant has two vehicles and one motorcycle and Mr. Dykoff has two vehicles.

The public hearing was opened. No testimony was submitted and the hearing was closed.

Bev Ryther, 5300 Westmill Road, stated that:

- She shares the driveway with the applicant. She is concerned with parking. She needs to be able to access the driveway.
- Before Mr. Dykhoff owned the property, the owner did not live on the property. There were a lot of issues with the occupants in 2003. She did get the city involved. The city took the property owner to court to force compliance with the ordinance requirement.
- She was not really against the application. She was concerned with being able to access the driveway.

Ron Buchanan, 3033 Chase Drive, stated that:

- He stated that all bedrooms should have an egress window.
- He questioned if the city licenses and inspects rental properties.

No additional testimony was submitted and the hearing was closed.

Ingvalson explained that:

- The city does not license rental properties or have annual inspections. Inspections are performed on a complaint basis.
- The amount of parking is adequate.
- The city does not regulate parking on a private drive. A private agreement could be utilized.

Mr. Dykhoff stated that the apartment has one bedroom.

Sewall supports staff's recommendation.

***Hanson moved, second by Henry, to recommend that recommend that the city council adopt the resolution approving a conditional use permit for an accessory apartment at 5304 Westmill Road.***

***Sewall, Hanson, Henry, Knight, Powers, and Kirk voted yes. Luke was absent. Motion carried.***

Chair Kirk stated that this item is scheduled to be heard by the city council Sept. 16, 2019.

**B. Conditional use permit for an accessory apartment at 13052 Stanton Drive.**

Chair Kirk introduced the proposal and called for the staff report.

Cauley reported. She recommended approval of the application based on the findings and subject to the conditions listed in the staff report.

Scott Bosch, 13052 Stanton Drive, applicant, stated that:

- The proposed accessory apartment is intended for his mother-in-law and father-in-law.
- All ordinance requirements would be met.

The public hearing was opened.

Ron Buchanan, 3033 Chase Drive, stated that the plan looks great. He asked what could happen with the next owners of the property.

No additional testimony was submitted and the hearing was closed.

Cauley explained that a future property owner would have to live on the property for the conditional use permit to be valid.

Chair Kirk noted that the proposal would create affordable housing. The conditional use permit would be tied to the property and future owners.

Powers visited the site and noted that there is plenty of room on the property. It would look appropriate for the neighborhood. He spoke to a neighbor who was comfortable with the proposal.

***Powers moved, second by Sewall, to recommend that the city council adopt the resolution approving a conditional use permit for an accessory apartment at 13052 Stanton Drive.***

***Sewall, Hanson, Henry, Knight, Powers, and Kirk voted yes. Luke was absent. Motion carried.***

Chair Kirk stated that an appeal of the planning commission's decision must be made in writing to the planning division within 10 days.

**C. Amendment to the Minnetonka Corporate Center sign plan at 5900 Clearwater Drive.**

**Resolution 2019-**

**Resolution approving a conditional use permit for an accessory apartment  
at 5304 Westmill Road**

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Be it resolved by the City Council of the City of Minnetonka, Minnesota, as follows:

Section 1. Background.

1.01 The subject property is located at 5304 Westmill Road. It is legally described as:

REGISTERED LAND SURVEY NO. 0566 HENNEPIN COUNTY, MINNESOTA

Also,

THAT PART OF TRACT E LYING ELY OF A LINE RUNNING FROM A PT IN N LINE OF TRACT E DIS 72 7/10 FT W FROM NE COR THEREOF TO A PT IN SWLY LINE OF SAID TRACT DIS 110 FT NWLY FROM MOST SLY COR THEREOF

1.02 The home on the property was constructed in 1960.

1.03 The current property owner, Shawn Dykhoff, purchased the home in 2006. Mr. Dykhoff indicates that at the time of purchase, the basement of the home contained an accessory apartment. The apartment includes a bedroom, bathroom, kitchen, and living spaces. City staff can find no record of any permits being issued to create this separate dwelling area, and the city assessor does not have any information regarding the existing accessory apartment. In 2003, city staff sent a letter notifying the neighbor that the property was in non-compliance for having an accessory apartment without a conditional use permit. However, there is no record of follow up after that letter was sent.

1.04 To ensure compliance with zoning regulations, the property owner is requesting the city approve a conditional use permit for the existing accessory apartment.

1.05 On Sept. 5, 2019, the planning commission held a hearing on the application. The applicant was provided the opportunity to present information to the commission. The commission considered all of the comments and the staff report, which are incorporated by reference into this resolution. The commission recommended that the city council approve the permit.

Section 2. Conditional Use Permit Standards.

2.01 City Code §300.16, Subd.2, lists the following general standards that must be

met for granting of a conditional use permit:

1. The use is consistent with the intent of this ordinance;
2. The use is consistent with the goals, policies, and objectives of the comprehensive plan;
3. The use does not have an undue adverse impact on governmental facilities, utilities, services or existing or proposed improvements; and
4. The use does not have an undue adverse impact on public health, safety, or welfare.

2.02

City Code §300.16, Subd.3(d) lists the following specific standards that must be met for granting of a conditional use permit for an accessory apartment:

1. To be created only on property zoned for single-family detached dwellings and no more than one apartment to be created in any dwelling;
2. Structures in which an accessory apartment is created to be owner-occupied, with the owner residing in either unit on a continuous basis except for temporary absences throughout the period during which the permit is valid;
3. Adequate off-street parking to be provided for both units of housing with such parking to be in a garage, carport or on a paved area specifically intended for that purpose but not within a required turnaround;
4. May be created by the conversion of living space within the house but not by conversion of garage space unless space is available for a two-car garage on the lot without the need for a variance;
5. An accessory apartment must be no more than 35 percent of the gross living area of the house or 950 square feet, whichever is smaller. The gross living area includes the accessory apartment. The city council may approve a larger area where the additional size would not substantially impact the surrounding neighborhood.
6. Exterior changes to the house must not substantially alter the single-family character of the structure;
7. No apartment to be created except in compliance with all applicable building, housing, electrical, plumbing, heating and related codes of the city;
8. To be permitted only where it is demonstrated that the accessory unit will not have an undue adverse impact on adjacent properties and where there will not be a substantial alteration of the character of the neighborhood; and

9. All other provisions of this ordinance relating to single-family dwelling units to be met, unless specifically amended by this subdivision.

Section 3. Findings.

3.01 The proposed apartment would meet the general conditional use permit standards as outlined in City Code §300.16 Subd.2.

3.02 The proposed apartment would meet the general conditional use permit standards as outlined in City Code §300.16 Subd.3(d).

1. The accessory unit is the only apartment on the property.
2. As a condition of this resolution, the property owner must live in one of the dwelling units.
3. The existing garage, parking areas, and driveway provide adequate off-street parking for both housing units.
4. The apartment does not impact the garage space.
5. Based on the submitted plans, the accessory apartment is roughly 795 square feet in area; this would be 39 percent of the gross living area of the home. Despite exceeding the 35 percent of the grossing living area, the accessory apartment would not substantially impact the surrounding neighborhood, as the accessory apartment is currently existing within the basement of the home and the home appears as a single-family home. In addition, the existing mass of the building (FAR of 0.08) is appropriate when compared to other homes within the neighborhood.
6. The apartment is currently located in the basement of the existing home. It does not alter the single-family character of the home or substantially impacts the surrounding neighborhood in its current position.
7. The accessory apartment has already been created, and city staff can find no record of any permits being issued for this separate dwelling area. This requirement would be difficult to enforce. While the city would highly recommend the property owner have the home inspected for compliance with code, the city does not have a rental inspection requirement.
8. The apartment is located in the basement of the existing home. It does not alter the single-family character of the area or substantially impacts the surrounding neighborhood.
9. The accessory apartment would comply with all other ordinance standards.

Section 4. City Council Action.

- 4.01 The above-described conditional use permit is approved, subject to the following conditions:
1. The structure must be owner-occupied. The property owner must reside in either living unit on a continuous basis, except for temporary absences, throughout the period during which the permit is valid.
  2. All other provisions of the ordinance relating to single-family dwelling units must be met unless specifically amended by this resolution.
  3. The property is subject to the 2015 International Property Maintenance Code published by International Code Conference, Inc., including the appendix.
  4. The city council may reasonably add or revise conditions to address any future unforeseen problems.
  5. Any change to the approved use that results in a significant increase in traffic or a significant change in character would require a revised conditional use permit.

Adopted by the City Council of the City of Minnetonka, Minnesota, on Sept. 16, 2019.

\_\_\_\_\_  
Brad Wiersum, Mayor

Attest:

\_\_\_\_\_  
Becky Koosman, City Clerk

Action on this resolution:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a duly authorized meeting held on Sept. 16, 2019.

\_\_\_\_\_  
Becky Koosman, City Clerk



**City Council Agenda Item #10D**  
**Meeting of Sept. 16, 2019**

**Brief Description**            Conditional use permit, with access variance, for a medical clinic at 12301 Whitewater Drive

**Recommendation**         Adopt the resolution approving the permit

**Background**

By city code, a medical clinic is defined as “a total occupied space of 2,000 square feet or greater used for patient examination and treatment by physicians, dentists, optometrists, psychologists or other health care professionals and where patients are not lodged overnight.” Medical clinics are conditionally-permitted uses; they are allowed when the following standards are met:

- The clinic is not located adjacent to low-density residential areas;
- The clinic has direct access to a collector or arterial street as defined in the comprehensive plan; and
- Emergency vehicle access to the clinic is not located adjacent to or across a street from any residential use.

**Proposal**

Sonder Behavioral Health & Wellness is an outpatient clinic that has operated out of a tenant space at 12301 Whitewater Drive for several years. Prior to the clinic’s occupancy, appropriate building permits were applied for and were approved. However, in its review of the permit plans, planning staff did not recognize the space as a code-defined clinic. As such, staff did not require a conditional use permit. The city recently received an application for expansion of Sonder space. As this time, staff has determined that the following are necessary:

- A conditional use permit for a medical clinic; and
- A variance to allow a clinic with access to a local roadway.

**Planning Commission Hearing**

The planning commission considered the request on Sept. 5, 2019. The commission report, associated plans, and meeting minutes are attached. Staff recommended approval of the permit, noting:

- ✓ But for its location on a “local” roadway, the proposed clinic would meet all conditional use permit standards as outlined in city code.
- ✓ The intent of requiring clinic access directly to a collector or arterial roadway is to ensure that traffic generated by such land uses can be accommodated by the surrounding street infrastructure. In other words, the requirement is intended to prevent clinics from being

located on low volume streets. Though Whitewater Drive is not technically designated as a collector or arterial road, it serves as one of three accesses to a large office park. Staff anticipates that the traffic generated by the expanded clinic would be negligible relative to that generated by surrounding uses.

- ✓ The city has received no complaints related to the existing operation of the clinic.

A public hearing was opened to take comments, but none were received.

### **Planning Commission Recommendation**

On a 6-0 vote, the commission recommended that the city council approve the request. Meeting minutes from the meeting are attached. There have been no changes to the proposal or additional information received since the meeting.

### **Staff Recommendation**

Staff recommends the city council adopt the resolution approving a conditional use permit, with access variance, for a medical clinic at 12301 Whitewater Drive.

Through:      GERALYN BARONE, City Manager  
                    Julie Wischnack, AICP, Community Development Director  
                    Loren Gordon, AICP, City Planner

Originator:    Susan Thomas, AICP, Assistant City Planner

**MINNETONKA PLANNING COMMISSION**  
**Sept. 5, 2019**

<b>Brief Description</b>	Conditional use permit, with access variance, for a medical clinic at 12301 Whitewater Drive
<b>Recommendation</b>	Recommend the city council approve the permit

---

**Background**

By city code, a medical clinic is defined as “a total occupied space of 2,000 square feet or greater used for patient examination and treatment by physicians, dentists, optometrists, psychologists or other health care professionals and where patients are not lodged overnight.” Medical clinics are conditionally-permitted uses; they are allowed when the following standards are met:

- The clinic is not located adjacent to low-density residential areas;
- The clinic has direct access to a collector or arterial street as defined in the comprehensive plan; and
- Emergency vehicle access to the clinic is not located adjacent to or across a street from any residential use.

Sonder Behavioral Health & Wellness is an outpatient clinic that has operated out of a tenant space at 12301 Whitewater Drive for several years. Prior to the clinic’s occupancy, appropriate building permits were applied for and were approved. However, in its review of the permit plans, planning staff did not recognize the space as a code-defined clinic. As such, staff did not require a conditional use permit. The city recently received an application for expansion of Sonder space. As this time, staff has determined that the following are necessary:

- A conditional use permit for a medical clinic; and
- A variance to allow a clinic with access to a local roadway.

**Primary Questions and Analysis**

A land-use proposal is comprised of many details. These details are reviewed by members of the city’s economic development, engineering, fire, legal, natural resources, planning, and public works departments and divisions. These details are then aggregated into a few primary questions or issues. The analysis and recommendations outlined in the following sections of this report are based on the collaborate efforts of this larger staff review team.

- **Is the proposed use reasonable for the site?**

Yes. The expanded clinic is reasonable, as:

- ✓ But for its location on a “local” roadway, the proposed clinic would meet all conditional use permit standards as outlined in city code. These standards are detailed in the Supporting Information section of this report; and
- ✓ The city has received no complaints related to the existing operation of the clinic.

- **Is the variance reasonable?**

Yes. The intent of requiring clinic access directly to a collector or arterial roadways is to ensure that traffic generated by such land uses can be accommodated by the surrounding street infrastructure. Put another way; the requirement is intended to prevent clinics from being located on low volume streets. Though Whitewater Drive is not technically designated as a collector or arterial road, it serves as one of three accesses to a large office park. Staff anticipates that the traffic generated by the expanded clinic would be negligible relative to that generated by surrounding uses.

- **Can parking demand be accommodated?**

Yes. On-site parking supply would far exceed anticipated parking demand. There are 343 surface parking stalls available on site. With the proposed expansion, city code would require 149 spaces.

### **Staff Recommendation**

Recommend the city council adopt the resolution approving a conditional use permit, with access variance, for a medical clinic at 12301 Whitewater Drive.

Originator: Susan Thomas, AICP, Assistant City Planner

Through: Loren Gordon, AICP, City Planner

**Supporting Information**

**Surrounding Properties**

	<b>North</b>	<b>South</b>	<b>East</b>	<b>West</b>
Use	Office	Retail	Wayzata Blvd	I-1
Zoning	PUD	R-1 (park)	R-1 (park)	Manufacturing
Guide Plan Designation	Mixed Use	Open Space	Open Space	Mixed Use

**Subject Property**

	<b>Existing</b>	<b>Proposed</b>
Use	Office	No Change
Zoning	PUD	
Guide Plan Designation	Mixed Use	

**CUP Standards**

The proposal would meet the general and specific conditional use permit standards for medical clinics as outlined in City Code §300.31 Subd.4

**General Standards**

1. The use is in the best interest of the city;
2. The use is compatible with other nearby uses; and
3. The use is consistent with other requirements of this ordinance.

**Specific Standards**

1. Shall not be adjacent to low-density residential areas;

**Finding:** The clinic is surrounded by office/manufacturing and open space.

2. Shall have direct access to a collector or arterial street as defined in the comprehensive plan;

**Finding:** Access to the clinic site would be via Whitewater Drive, which is classified as a local street. A variance is required.

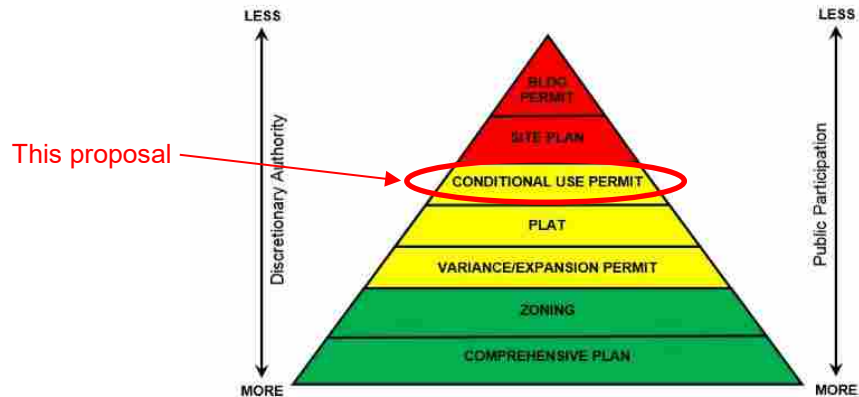
3. emergency vehicle access shall not be adjacent to or located across a street from any residential use; and

**Finding:** The clinic would be located over 700 feet from the closest resident use and is not anticipated to have more emergency vehicle traffic than any other use in Minnetonka Corporate Center. Further, representatives of the Minnetonka Police Department reviewed the proposed expansion and expressed no concerns.

**Neighborhood Comments**

The city sent notices to 26 area property owners and received no written comments to date.

**Pyramid of Discretion**



**Motion options**

The planning commission has the following motion options:

1. Concur with staff's recommendation. In this case, a motion should be made recommending the city council adopt the resolution approving the conditional use permit.
2. Disagree with staff's recommendation. In this case, a motion should be made recommending the city council deny the permit. The motion should include findings for denial.
3. Table the request. In this case, a motion should be made to table the item. The motion should include a statement as to why the request is being tabled with direction to staff, the applicant, or both.

**Voting Requirement**

The planning commission will make a recommendation to the city council; any recommendation requires a simple majority vote. Approval requires the affirmative vote of five councilmembers due to the variance.

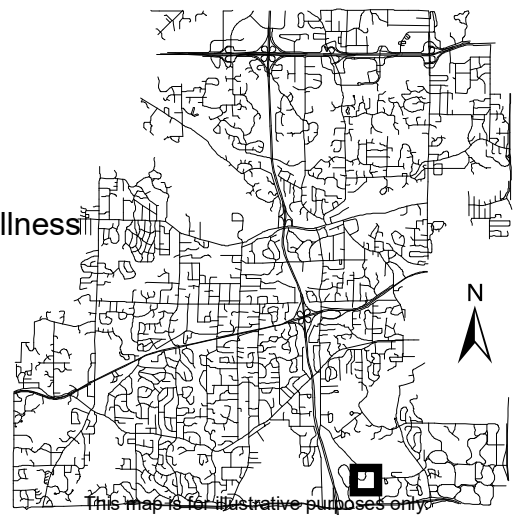
**Deadline for Decision**

Oct. 28, 2019



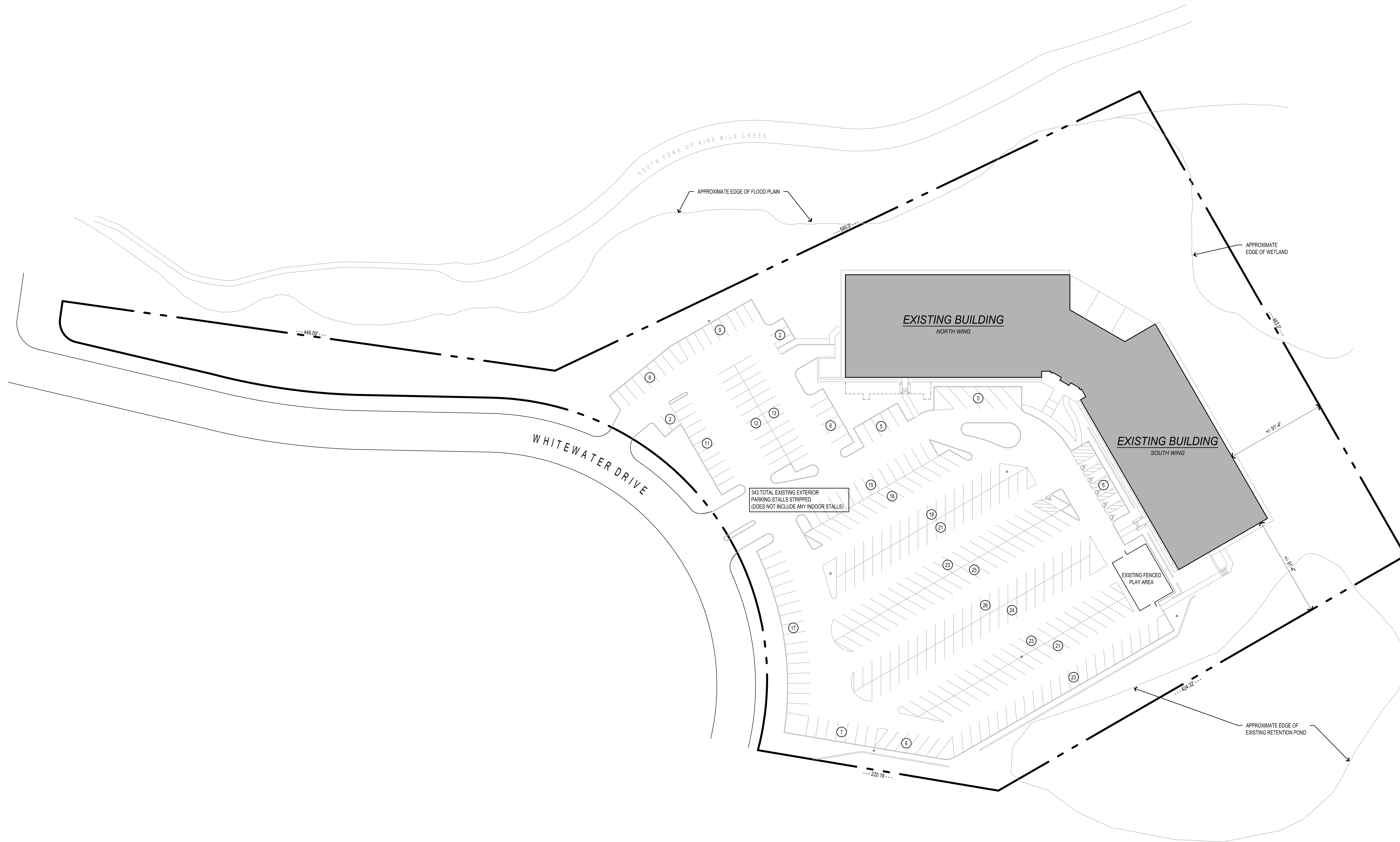
### Location Map

Project: Sonder Behavioral Health & Wellness  
Address: 12301 Whitewater Dr

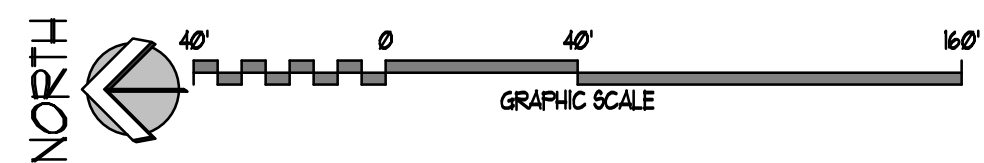


This map is for illustrative purposes only.





EXISTING CONDITIONS SITE PLAN SKETCH  
SCALE: 1"=40'-0"



DRAWN BY:  
 JEH  
 GYL CK  
 STRUC REV:  
 HOCZ CK  
 VLET CK

BRUCE W. SCHMITT & ASSOCIATES P.A.  
 320 MANITOBA AVENUE SOUTH  
 WAYZATA, MINNESOTA 55391  
 Phone: (952)476-6222 Fax: (952)476-6228  
 www.BRUCEW&SCHMITT.com  
**ARCHITECTS**

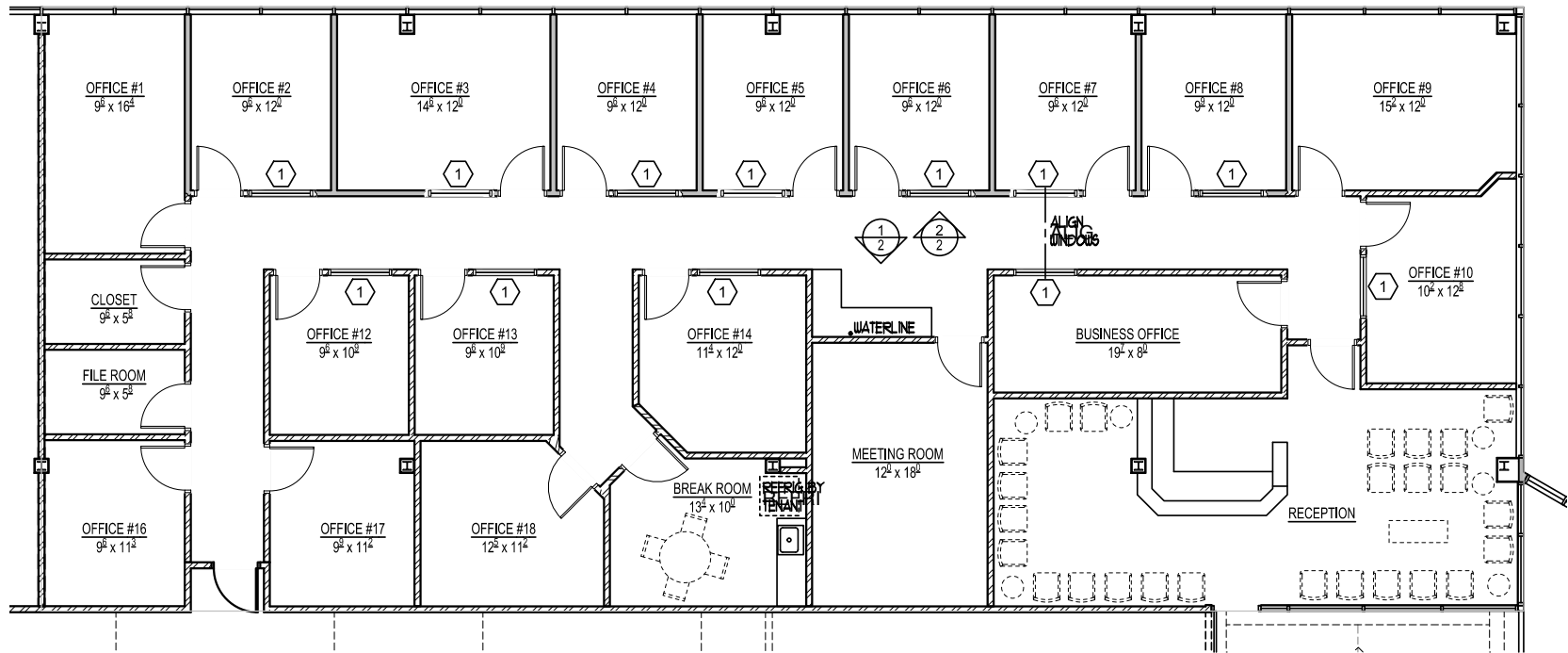
EXISTING CONDITIONS SITE PLAN SKETCH FOR:  
**THE WHITEWATER BUSINESS CENTER**  
 12301 WHITEWATER DRIVE, MINNETONKA MINNESOTA

PRELIMINARY AUGUST 2, 2019

SHEET NO  
**1**  
 OF 1

1304

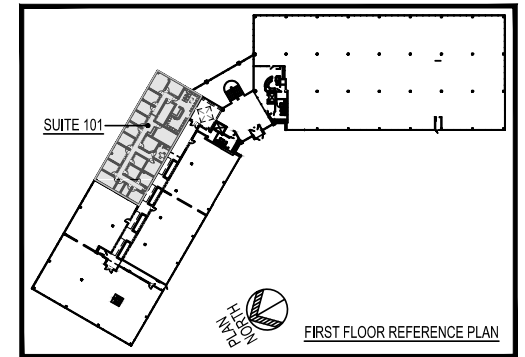




1 INDICATES 48" WIDE x 18" HIGH WINDOW  
 -SEE ELEVATIONS ON SHEET 2

**PROPOSED LAYOUT FOR SUITE 101**  
 4,825 RSF

MINNETONKA CORPORATE CENTER OFFICE BUILDING  
 12301 WHITEWATER DRIVE - MINNETONKA MINNESOTA



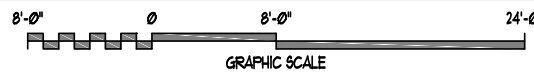
PROPERTY MANAGED BY:

**UPPER MIDWEST MANAGEMENT CORP.**

4900 Hwy 169 Suite 100  
 New Hope, MN 55428

Phone: (763) 535-4914  
 Fax: (763) 535-3958

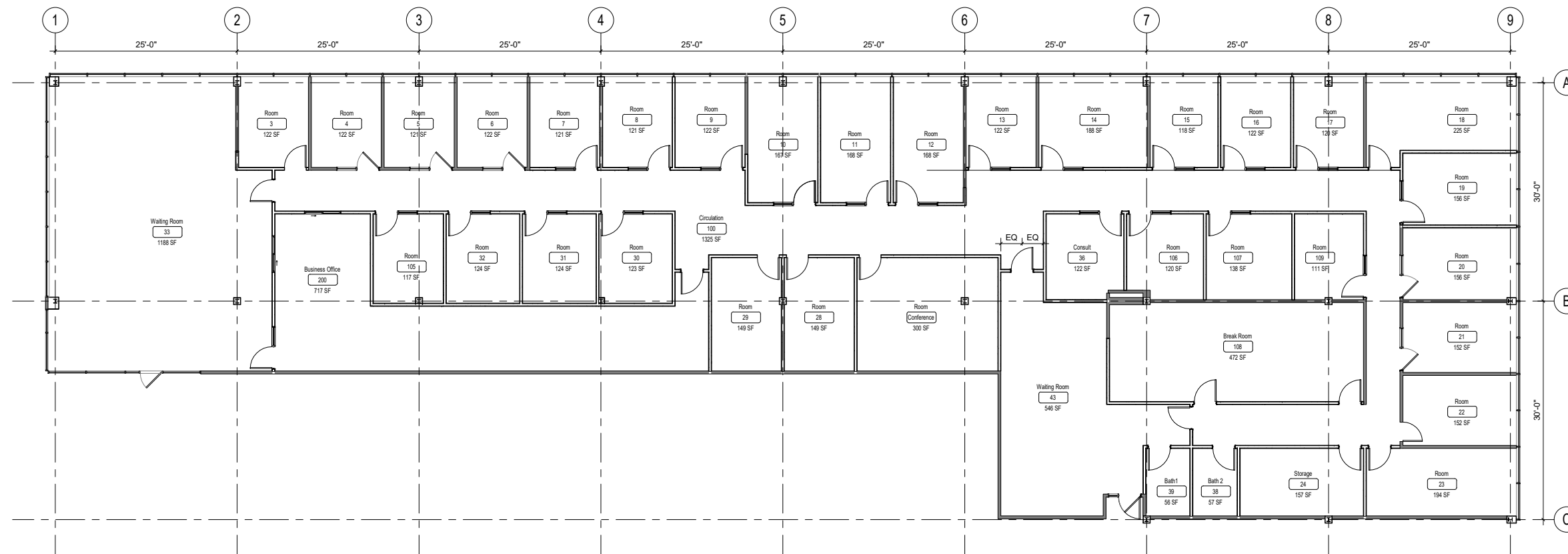
MAY 20, 2016



**BRUCE W. SCHMITT & ASSOCIATES, A.P.A.**  
 ARCHITECTS  
 330 HANCOCK AVENUE SOUTH  
 GREAT WATERS, MN 55321  
 Phone: (952) 416-6223 Fax: (952) 416-6228  
 WWW.BRUCESCHMITT.COM



KEYNOTE LEGEND



**SONDER**

ISSUED FOR	DATE

**FLOOR PLAN**

SHEET  
**a1.01**

PROJECT NO  
**201901**

Copyright 2018 piece+

**1** LEVEL 1 PLAN  
1/8" = 1'-0"

B/2018 2:25:01 PM

Gordon also reported on a community workshop held to discuss options for city-owned property on 5337 Co. Rd. 101. More information on future meetings can be found on [eminnetonka.com](http://eminnetonka.com).

**6. Report from Planning Commission Members:** None

**7. Public Hearings: Consent Agenda**

Item 7B, a conditional use permit for an accessory apartment at 5304 Westmill Road, was removed from the consent agenda for discussion and separate action.

***Powers moved, second by Hanson, to approve items 7A and 7C listed on the consent agenda as recommended in the respective staff reports as follows:***

**A. Variances for a garage addition at 11820 Karen Lane.**

Adopt the resolution approving variances for construction of a garage addition at 11820 Karen Lane.

**C. Conditional use permit for an expanded medical clinic at 12301 Whitewater Drive.**

Recommend that the city council adopt the resolution approving a conditional use permit with access variance for a medical clinic at 12301 Whitewater Drive.

***Sewall, Hanson, Henry, Knight, Powers, and Kirk voted yes. Luke was absent. Motion carried and items 7A and 7C on the consent agenda were approved as submitted.***

Chair Kirk stated that an appeal of the planning commission's decision must be made in writing to the planning division within 10 days and Item 7C is scheduled to be reviewed by the city council Sept. 16, 2019.

**8. Public Hearings**

**A. Conditional use permit for an accessory apartment at 5304 Westmill Road.**

Chair Kirk introduced the proposal and called for the staff report.

Ingvalson reported. He recommended approval of the application based on the findings and subject to the conditions listed in the staff report. He explained that the property owner would be required to live in one part of the dwelling.

Shawn Dykhoff, 5304 Westmill Road, applicant, stated that the apartment existed when he purchased the property. He needs to bring the property into compliance with ordinances so he may refinance.

**Resolution No. 2019-**

**Resolution approving a conditional use permit, with access variance, for a medical clinic  
at 12301 Whitewater Drive**

---

Be it resolved by the City Council of the City of Minnetonka, Minnesota, as follows:

Section 1. Background.

- 1.01 The subject property is located at 12301 Whitewater Drive and is zoned PUD, planned unit development.
- 1.02 The property is legally described as:  
  
LOT 1, BLOCK 3, MINNETONKA TECHNOLOGY PARK.
- 1.03 Sonder Behavioral Health & Wellness is proposing to expand an existing clinic within the existing office building on the site.
- 1.04 By City Code §300.22 Subd.3, all uses allowed by conditional use permit within any other district are allowed by conditional use permit in a PUD.
- 1.05 By City Code §300.17 Subd.4(e) hospitals and medical clinics are conditionally-permitted uses in the B-1, office zoning district.
- 1.06 On Sept. 5, 2019, the planning commission held a hearing on the proposal. The applicant was provided the opportunity to present information to the commission. The commission considered all of the comments received and the staff report, which are incorporated by reference into this resolution. The commission recommended that the city council approve the permit, with variance.

Section 2. Standards.

- 2.01 City Code §300.21 Subd.2 outlines the general standards that must be met for granting a conditional use permit. These standards are incorporated into this resolution by reference.
- 2.02 City Code §300.21 Subd.3(e) outlines the following specific standards that must be met for granting a conditional use permit for clinics:

1. shall not be adjacent to low-density residential areas;
2. site shall have direct access to a collector or arterial street as defined in the comprehensive plan; and
3. emergency vehicle access shall not be adjacent to or located across a street from any residential use.

2.03 By City Code §300.07 Subd.1, a variance may be granted from the requirements of the zoning ordinance when: (1) the variance is in harmony with the general purposes and intent of this ordinance; (2) when the variance is consistent with the comprehensive plan; and (3) when the applicant establishes that there are practical difficulties in complying with the ordinance. Practical difficulties means: (1) The proposed use is reasonable; (2) the need for a variance is caused by circumstances unique to the property, not created by the property owner, and not solely based on economic considerations; and (3) the proposed use would not alter the essential character of the surrounding area.

Section 3. Findings.

3.01 The proposal meets the general conditional use permit standards outlined in City Code §300.21 Subd.2.

3.02 The proposal meets all the specific conditional use permit standards outlined in City Code §300.21 Subd.3(e).

1. The clinic is surrounded by office/manufacturing and open space.
2. Access to the clinic site would be via Whitewater Drive, which is classified as a local street. A variance is required.
3. The clinic would be located over 700 feet from the closest resident use and is not anticipated to have more emergency vehicle traffic than any other use in Minnetonka Corporate Center. Further, representatives of the Minnetonka Police Department reviewed the proposed expansion and expressed no concerns.

3.03 The clinic meets the variance standard outlined in City Code §300.07 Subd.1(a):

1. Purpose and Intent of the Ordinance: The intent of requiring clinic access directly to a collector or arterial roadway is to ensure traffic generated by such land uses can be accommodated by the surrounding street infrastructure. Put another way; the requirement is intended to prevent clinics from being located on low traffic volume streets. Though Whitewater Drive is not technically designated as a collector or arterial road, it serves as one of three accesses to a large office park. Traffic generated by the expanded clinic would be negligible relative to that generated by surrounding uses.

2. Consistent with Comprehensive Plan: The property is designated for mixed-use in both the 2030 and 2040 Comprehensive Plan. A medical clinic is consistent with that designation.
3. Practical Difficulties: There are practical difficulties in complying with the ordinance:
  - a. Reasonableness and Unique Circumstance. Though Whitewater Drive is not technically designated as a collector or arterial road, it serves as one of three accesses to a large office park. The traffic generated by the clinic would be negligible relative to that generated by surrounding uses.
  - b. Character of Locality. A clinic has operated from the building for several years without complaint. The proposal would not impact the mixed-use character of the surrounding area.

Section 4. City Council Action.

4.01 The above-described conditional use permit is approved, subject to the following conditions:

1. This resolution must be recorded with Hennepin County.
2. The tenant space must comply with all requirements of the Minnesota state building code, fire code, and health code.
3. The city council may reasonably add or revise conditions to address any future unforeseen problems.
4. Any change to the approved use that results in a significant increase in traffic or a significant change in character would require a revised conditional use permit.

Adopted by the City Council of the City of Minnetonka, Minnesota, on Sept. 16, 2019.

---

Brad Wiersum, Mayor

Attest:

---

Becky Koosman, City Clerk

Action on this resolution:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a meeting held on Sept. 16, 2019.

---

Becky Koosman, City Clerk

**City Council Agenda Item #10E**  
**Meeting of Sept. 16, 2019**

**Brief Description:** Resolution authorizing the Minnetonka Police Department to enter into a Towards Zero Death Traffic Enforcement grant agreement

**Recommended Action:** Adopt the resolution

**Background**

The cities of Minnetonka, Plymouth, Maple Grove and Wayzata have been awarded a Towards Zero Death Traffic Enforcement grant from the Minnesota Department of Public Safety, Office of Traffic Safety. The funding from the grant will be used to conduct highly-visible, publicized, overtime projects addressing the issues of impaired driving, seatbelt use, distracted driving and speeding.

Adoption of the resolution will give authorization to the police department to enter into the grant agreement and implement the project. Minnetonka would serve as the fiscal agent and administer the grant for the cities.

**Recommendation**

Staff recommends that the city council adopt the resolution authorizing execution of Towards Zero Death Traffic Enforcement grant agreement.

Submitted through:  
Geraldyn Barone, City Manager

Originated by:  
Scott Boerboom, Chief of Police



**RESOLUTION NO. 2019-XX**

**RESOLUTION AUTHORIZING EXECUTION OF TOWARDS ZERO DEATH TRAFFIC ENFORCEMENT GRANT AGREEMENT**

---

BE IT RESOLVED by the City Council of the City of Minnetonka, Minnesota as follows:

Section 1. Background.

1.01. The Minnetonka Police Department wishes to enter into a grant agreement with the Minnesota Department of Public Safety, Office of Traffic Safety for the project entitled TOWARDS ZERO DEATH TRAFFIC ENFORCEMENT during the period from October 1, 2019 through September 30, 2020.

Section 2. Council Action.

2.01. The Chief of the Minnetonka Police Department is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the Minnetonka, Maple Grove, Plymouth and Wayzata Police Departments.

2.02. Be it further resolved that the Chief of Police of the Minnetonka Police Department is authorized to be the fiscal agent and administer this grant on behalf of the Minnetonka, Maple Grove, Plymouth and Wayzata Police Departments.

Adopted by the City Council of the City of Minnetonka, Minnesota, on September 16, 2019.

---

Brad Wiersum, Mayor

ATTEST:

---

Becky Koosman, City Clerk

ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a duly authorized meeting held on September 16, 2019.

---

Becky Koosman, City Clerk

**City Council Agenda Item #10F**  
**Meeting of Sept. 16, 2019**

**Brief Description**                      Resolution approving the final plat of BIRD SONG, a 13-lot subdivision at 2410 Oakland Road

**Recommendation**                      Adopt the resolution approving the final plat

**Request**

On Aug. 26, 2019, the city council approved the preliminary plat of BIRD SONG. Eric Zehnder of Zehnder Homes is now requesting approval of the final plat.

**Staff Comment**

Approval of the final plat is reasonable as:

1.        The submitted final plat is substantially consistent with the previously approved preliminary plat.
2.        All required legal documents have been submitted. Staff will review these items and provide feedback to the applicant as needed.

**Conditions of Approval**

Based on city council comments at the Aug. 26, 2019 meeting, conditions of approval have been included requiring the applicant to grant public easements to provide public utility access to the northern lots. This access would be for future connection, as no utility connection is being proposed at this time.

**Staff Recommendation**

Staff recommends the council adopt the resolution, with conditions, approving the final plat of BIRD SONG.

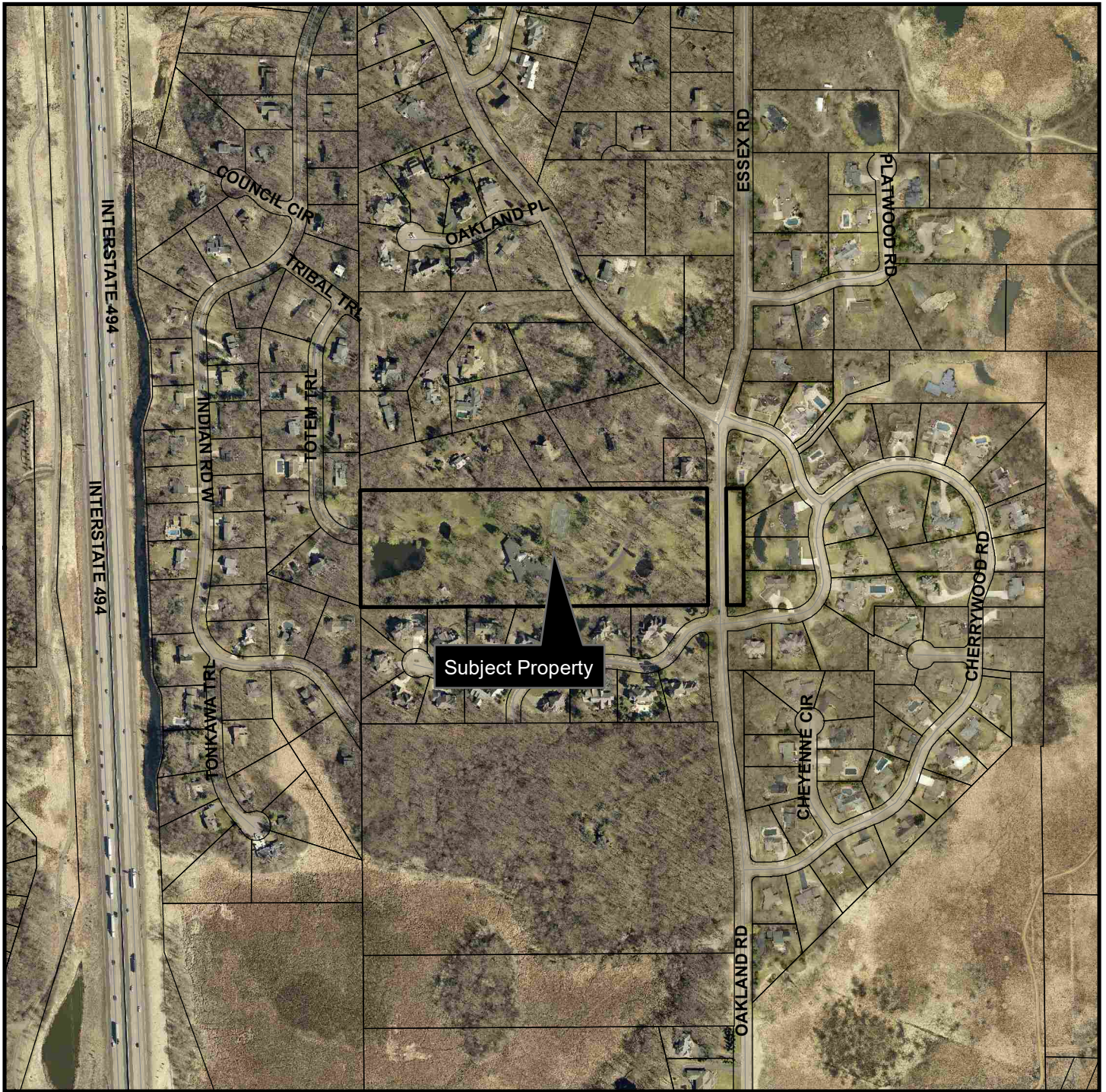
Submitted through:

Geralyn Barone, City Manager  
Julie Wischnack, AICP, Community Development Director  
Loren Gordon, AICP, City Planner

Originated by:

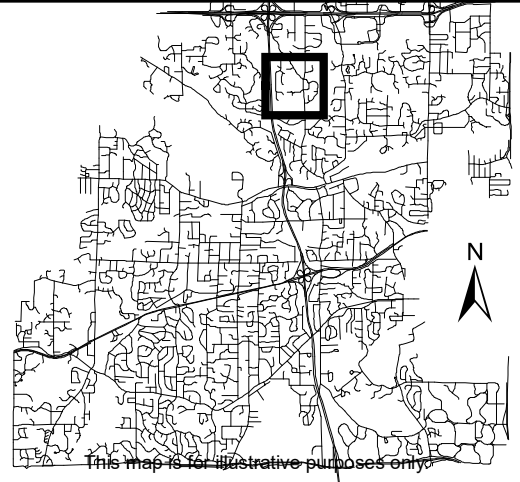
Drew Ingvalson, Planner





### Location Map

Project: Bird Song  
Address: 2410 Oakland Rd



This map is for illustrative purposes only.



# BIRD SONG

R.T. DOC. NO. \_\_\_\_\_

KNOW ALL PERSONS BY THESE PRESENTS: That Bird Song, LLC, a Minnesota limited liability company, owner of the following described property situated in the State of Minnesota, County of Hennepin, to wit:

That part of the Southeast Quarter of the Northwest Quarter of Section 10, Township 117, North Range 22 described as follows: Commencing at a point in the West line of the Southeast Quarter of the Northwest Quarter of said Section 10, which is 450.5 feet Northerly from the Southwest corner of said Southeast Quarter of the Northwest Quarter of said Section 10; thence Northerly 400 feet along said West line; thence at right angles East 1317 feet more or less to the East line of said Southeast Quarter of Northwest Quarter of said Section 10; thence Southerly along said East line 400; thence Westerly 1315.1 feet more or less to the point of beginning, Hennepin County, Minnesota.

Has caused the same to be surveyed and platted as BIRD SONG and does hereby dedicate to the public for public use forever the public ways and the drainage and utility easements as shown on this plat.

In witness whereof said Bird Song, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this \_\_\_\_\_ day of \_\_\_\_\_, 2019

Eric Zehnder, Chief Manager

STATE OF MINNESOTA, COUNTY OF HENNEPIN

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2019, by Eric Zehnder, Chief Manager of Bird Song, LLC, a Minnesota limited liability company on behalf of the company.

Notary Public, Hennepin County, Minnesota Notary Printed Name My Commission Expires

I, David B. Pemberton do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on the plat; that all monuments depicted on the plat have been or will be correctly set within one year; that all water boundaries and wet lands, as defined by Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

David B. Pemberton, Licensed Land Surveyor  
Minnesota License No. 40344

STATE OF MINNESOTA, COUNTY OF HENNEPIN

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2019, by David B. Pemberton.

Notary Public, Hennepin County, Minnesota Notary Printed Name My Commission Expires

CITY COUNCIL, CITY OF MINNETONKA

This plat of BIRD SONG was approved and accepted by the City Council of the City of Minnetonka, Minnesota at a regular meeting held this \_\_\_\_\_ day of \_\_\_\_\_, 2019, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Minnetonka, Minnesota

By: \_\_\_\_\_, Mayor By: \_\_\_\_\_, City Clerk

RESIDENT AND REAL ESTATE SERVICES

Hennepin County, Minnesota

I hereby certify that taxes payable in \_\_\_\_\_ and prior years have been paid for land described on this plat. Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

Mark V. Chapin, Hennepin County Auditor

By: \_\_\_\_\_, Deputy

SURVEY DIVISION

Hennepin County, Minnesota

Pursuant to Minnesota Statutes Section 383B.565 (1969), this plat has been approved this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

Chris F. Mavis, Hennepin County Surveyor

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

REGISTRAR OF TITLES

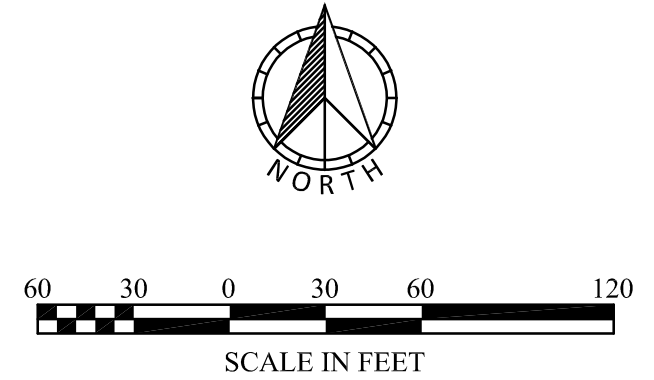
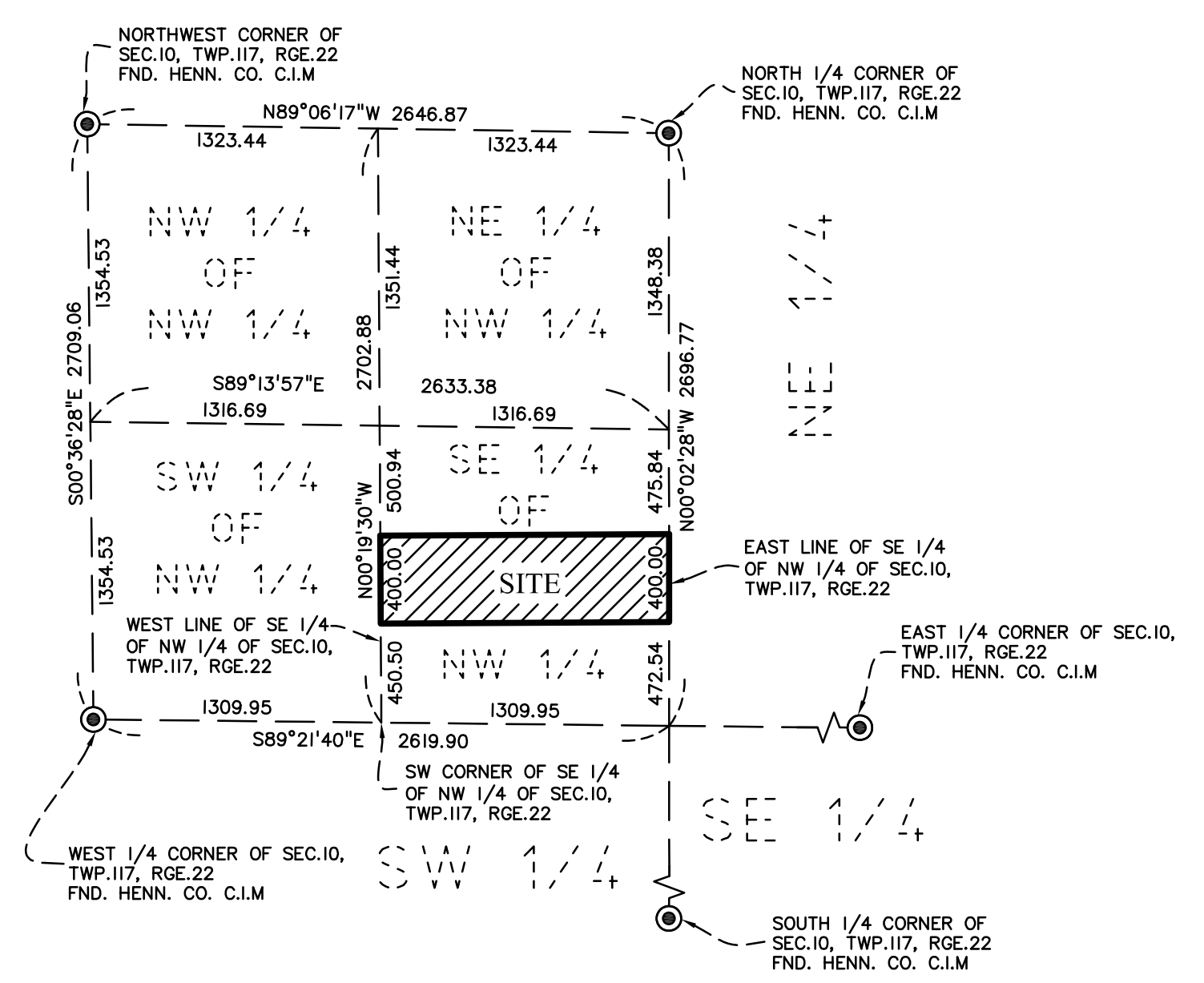
Hennepin County, Minnesota

I hereby certify that the within plat of BIRD SONG was filed in this office this \_\_\_\_\_ day of \_\_\_\_\_, 2019, at \_\_\_\_\_ o'clock \_\_\_\_\_ M.

Martin McCormick, Registrar of Titles

By: \_\_\_\_\_, Deputy

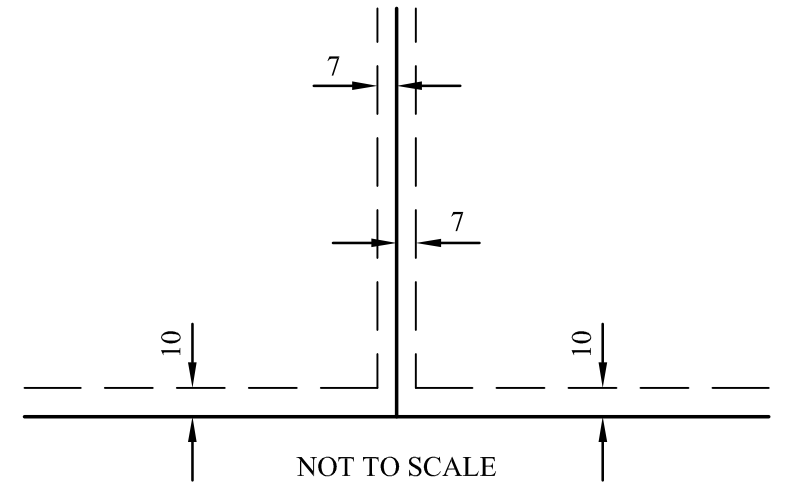
SECTION AND BOUNDARY BREAKDOWN  
SECTION 10, TOWNSHIP 117, RANGE 22  
NOT TO SCALE



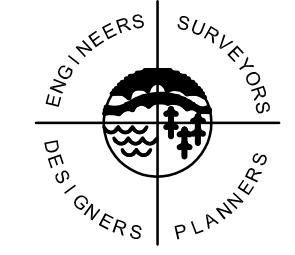
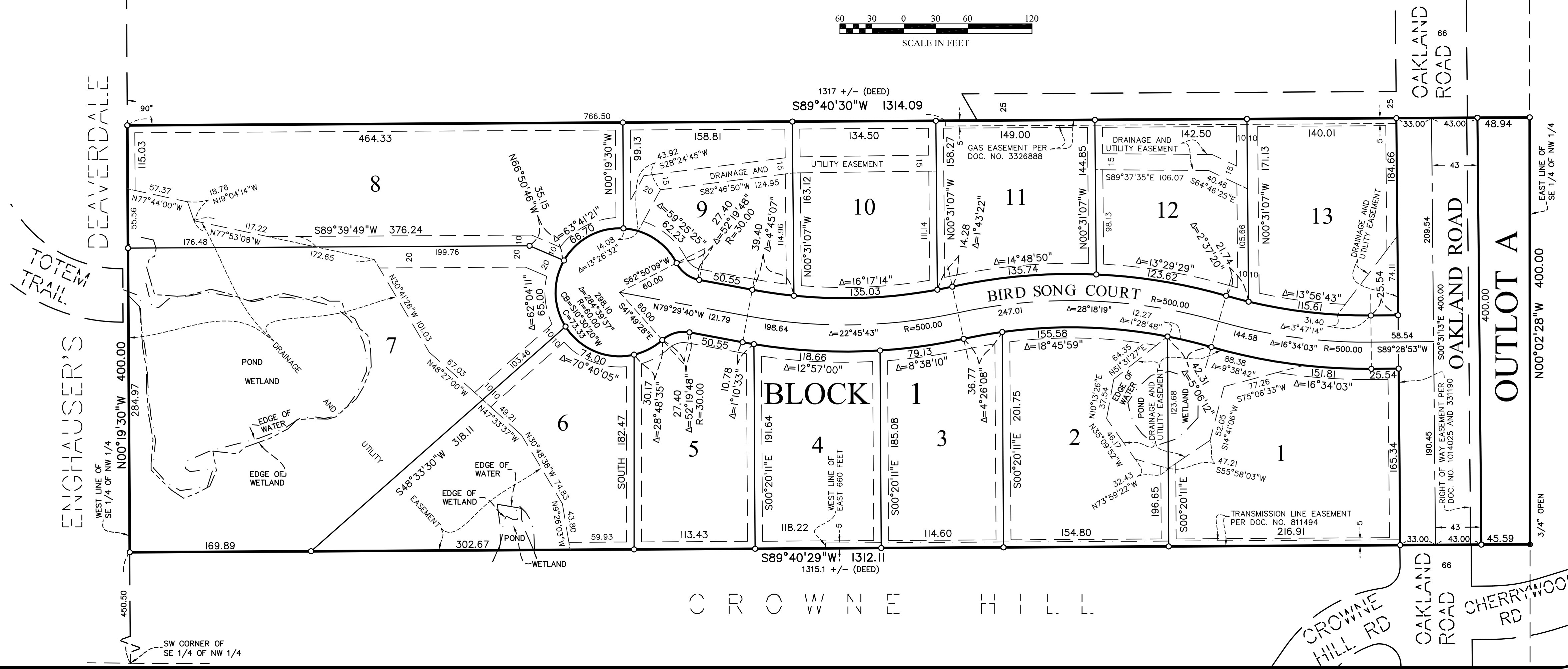
The basis for the bearing system is the west line of the Southeast Quarter of the Northwest Quarter of Section 10, Township 117, Range 22 and is assumed to bear North 00 degrees 02 minutes 28 seconds West.

- Denotes a 1/2 inch by 14 inch iron pipe set in the ground and marked by License No. 40344
- Denotes a Found Iron Monument as denoted
- ⊙ Denotes Hennepin County Monument as labeled

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



Being 7 feet in width and adjoining lot lines, unless otherwise indicated, and 10 feet in width and adjoining right of way lines, unless otherwise indicated, as shown on the plat.



SATHRE-BERGQUIST, INC.



**Resolution No. 2019-077**

**Resolution approving the preliminary plat of  
BIRD SONG at 2410 Oakland Road**

---

Be it resolved by the City Council of the City of Minnetonka, Minnesota, as follows:

Section 1. Background.

- 1.01 Eric Zehnder, of Zehnder Homes Inc., has requested preliminary plat approval for BIRD SONG, a 13-lot subdivision.
- 1.02 The property is located at 2410 Oakland Road and is described in Exhibit A.
- 1.03 On Aug. 1, 2019, the planning commission held a hearing on the proposed plat. The applicant was provided the opportunity to present information to the commission. The commission considered all of the comments received and the staff report, which are incorporated by reference into this resolution. The commission recommended that the city council grant preliminary plat approval.

Section 2. General Standards.

- 2.01 City Code §400.030 outlines general design requirements for residential subdivisions. These standards are incorporated by reference into this resolution.
- 2.02 City Code §400.030(3)(e) states: Cul-de-sacs may not be longer than 500 feet unless the city council approves a longer length based upon the following conditions:
1. Severe topography: the resulting street grade is more than seven percent, or substantial grading is required so that the physical characteristics of the property or adjacent properties are severely impacted;
  2. Significant vegetation: the cul-de-sac would serve to preserve mature trees on the property, whereas an extension or through street would cause their destruction. Significant vegetation is defined to include but not be limited to indigenous deciduous hardwood trees of 12 inches in diameter or more and indigenous coniferous trees of 15 feet high or more;



3. Existing development: the pattern of existing development requires that the only practical method of providing public access is a long cul-de-sac; or
4. Temporary cul-de-sac: the cul-de-sac is temporary and designed to be extended to provide access to an adjacent property that has not undergone development.

Section 3. Findings.

3.01 The proposed preliminary plat would meet the design requirements as outlined in City Code §400.030.

3.02 The proposed cul-de-sac length request is consistent with City Code §400.030(3)(e):

1. There is a wetland on the west side of the property that would prevent direct connection to the nearby Totem Trail. To avoid the wetland, the road would have to be shifted to the north;
2. There is a steep slope located north of the wetland. Substantial grading into the slope would be required to create a road that would have an acceptable road grade; and
3. There are several high priority and significant trees located in the northern slope that would need to be removed to create a road connection to Totem Trail.

Section 4. Council Action.

4.01 The above-described preliminary plat is hereby approved, subject to the following conditions:

1. Final plat approval is required. A final plat will not be placed on a city council agenda until a complete final plat application is received.
  - a) The following must be submitted for a final plat application to be considered complete:
    - 1) A final plat drawing that clearly illustrates the following:
      - a. Dedication of an additional 10 feet of right-of-way along the east side of Oakland Road.
      - b. The existing parcel east of Oakland Rd must be platted as an outlot and conveyed to the city or sold to the adjacent property owner(s).



- c. A minimum 10-foot wide drainage and utility easements adjacent to public right-of-ways, and minimum 7-foot wide easements along all other lot lines.
  - d. Utility easements over existing or proposed public utilities, as determined by the city engineer. The applicant must provide dimensions of easements to pipes in side yards and adjacent to Oakland Road to confirm adequate widths.
  - e. Drainage and utility easements over wetlands, floodplains, and stormwater management facilities.
  - f. Lender approval is required if property ownership is currently under a mortgage.
- 2) Documents for the city attorney's review and approval. These documents must be prepared by an attorney knowledgeable in the area of real estate.
- a. Title evidence that is current within thirty days before the release of the final plat.
  - b. Conservation easements over the buffer areas on all three wetlands generally consistent with the approved plans. The buffer widths may be no less than the minimum widths required by the city based on approved MnRAMs.
  - c. Stormwater maintenance agreement for the infiltration basins. The agreements must outline responsibility for maintenance of the vegetation within the infiltration basins.
  - d. A Contract for Residential Development (or Developers Agreement). This agreement must guarantee that the developer will complete all public improvements and meet all city requirements.
- b) Prior to final plat approval:
- 1) This resolution must be recorded with Hennepin County.
  - 2) The documents outlined in section 4.01(a)(2) above must be approved by the city attorney.



- c) Prior to the release of the final plat for recording:
  - 1) Submit the following:
    - a. Two sets of mylars for city signatures.
    - b. An electronic CAD file of the plat in microstation or DXF.
    - c. Park dedication fee of \$60,000.
    - d. If the developer is petitioning the city to construct the public improvements, an appropriate petition must be submitted, and the city council must order the improvements.
2. Subject to staff approval, BIRD SONG must be developed and maintained in substantial conformance with the following plans, except as modified by the conditions below:
  - Preliminary Plat, dated July 17, 2019
  - Title Sheet, dated July 15, 2019
  - Final Street Plan, dated July 15, 2019
  - Sanitary and Watermain Plan, dated July 15, 2019
  - Final Storm Sewer Plan, dated July 15, 2019
  - Storm Sewer Plan, dated July 15, 2019
  - Grading Plan, dated July 15, 2019
  - Erosion Control Plan, dated July 15, 2019
  - City Details, dated July 15, 2019
  - Tree Survey, dated July 15, 2019
  - House Offset Exhibit, dated July 15, 2019
3. A grading permit is required. Unless authorized by appropriate staff, no site work may begin until a complete grading permit application has been submitted, reviewed by staff, and approved.
  - a) The following must be submitted/completed for the grading permit to be considered complete.
    - 1) Evidence of filing the final plat at Hennepin County and copies of all recorded easements and documents as required in section 4.01(a)(2) of this resolution.
    - 2) An electronic PDF copy of all required plans and specifications.



- 3) One full-size set of construction drawings and sets of project specifications and electronic copies of all plans/specifications.
- 4) Final site, grading, drainage, utility, landscape, and tree mitigation plans, and a stormwater pollution prevention plan (SWPPP) for staff approval.
  - a. Grading plan must:
    - Illustrate that no more than 60 high priority trees in total will be removed. The final grading plan and the building plans for each lot must be in conformance with the approved tree preservation plan for the development.
    - Note that walls over 4 feet in height must be engineered. Submit signed plans from a licensed structural engineer.
  - b. Final stormwater management plan must provide for the treatment of the entire site's impervious surface. The plan must demonstrate conformance with the following criteria:
    - Rate: limit peak runoff flow rates to that of existing conditions from the 2-, 10-, and 100-year events at all points where stormwater leaves the site.
    - Volume: provide for onsite retention of 1-inch of runoff from the site's impervious surface.
    - Quality: provide for runoff to be treated to at least 60-percent total phosphorus annual removal efficiency and 90-percent total suspended solid annual removal efficiency.

In addition, the final Stormwater Utility plan must:

- Be modified to maintain the existing hydrology to the eastern wetland (Wetland #1). The city prefers this is done by constructing a culvert under the proposed road, to maintain the existing drainage area, rather than sending untreated road runoff directly to the wetland.



- Include profile and cross-section of maintenance path for Pond #1. The access must be 12 feet wide, less than 2% cross slope with a maximum running slope of 10%. Access must be compacted to 95% density constructed with structural material, finished with 4" topsoil and seeded).
  - Note that the proposed drain tile must have trace wire installed with it per city specifications.
  - Illustrated that all homes must have a low floor elevation a minimum of 2 feet above the adjacent 100 - year floodplain elevation.
  - Show and call out all 100-year floodplain contours.
  - Clarify the existing and proposed impervious areas.
- c. A utility exhibit must be submitted that shows only property lines, buildings, sewer, water, and stormwater facilities. The exhibit must clearly note which lines are private and which are public.
- d. Final Water Utility Plan must:
- Illustrate that the water main is not located directly beneath a structure, see CB 14.
  - Note that directionally drilled water main must include tracer wire. See the city's tracer wire specification.
  - Note that directionally drilled water main to use electrofused fittings.
  - Include detail of connection at Crowne Hill Road. Bends from boulevard to Oakland Road/Crowne Hill Road/Cherrywood Road intersection. Remove bends and install a tee to connect the system.
  - Eliminate gate valve on the northern leg of stub at the new street intersection and instead cap.



- Provide dimensions of easements to pipes in side yards and adjacent to Oakland Road to confirm adequate widths.
- Include a hydrant at the west end of the Bird Song Court cul-de-sac.
- Include a new gate valve at the connection to the existing water main at Totem Lane.
- Add a general utility note (sheet 3) "All non-conductive water main shall be installed with tracer wire per City of Minnetonka standards."

e. Sewer Utility Plan must:

- Provide dimensions of easements to pipes in the side yards to confirm adequate widths.
- Evaluate sanitary sewer realignment between Ex. MH1 and MH 2 to follow the proposed water main alignment, therefore eliminating the directionally drilled sanitary and open cutting the installation.

Note: As-built shots of sanitary sewer to confirm constructed grades will be required before the street is constructed. Consider increasing grade of sanitary sewer between MH 6 and MH 7 to minimize the chance of an issue.

f. Street Plan must:

- Show street to be 26-feet wide from face of curb to face of curb.
- Show cul-de-sac to have a radius of 40-feet to face of curb, not to back of curb.
- Show driveway connections to the street to define curb cuts. Curb stop must be located outside of the driveway.
- Note that the Totem Trail cul-de-sac will receive full overlay. Due to recent reconstruction, a patch of a disturbed area only will not be permitted.



- g. Trees Mitigation Plan must:
- Meet mitigation requirements outlined in the city ordinance. However, at the sole discretion of staff, mitigation may be decreased. Based on the submitted plans, the mitigation requirements would be 220 inches plus 11 two-inch trees. Trees to be mitigated that resulted from tree loss for the infiltration basins or roadways must be replanted on the lot that they were removed from.
- h. Wetlands:
- The utility lines to the west must be bored to avoid wetland impacts.
  - All work must meet wetland setbacks. The retaining wall north of wetland 1 will need to be adjusted to meet a minimum 25 or 50-foot setback depending on the classification.
  - All wetland buffers areas must be fully established in native vegetation by a qualified restoration company. No turf or lawn maintenance activities are allowed within the buffer areas. A letter of credit or escrow must be submitted ensure these areas are fully established.
  - No wetland impacts are allowed. No grading or utility work is allowed within the wetlands, and all rip-rap and culverts (including flared ends) must be located outside the wetlands.
- 5) Submit the following:
- a) Construction management plan. The plan must be in a city-approved format and must outline minimum site management practices and penalties for non-compliance.
  - b) A MPCA Sanitary Sewer Extension permit or documentation that an MPCA permit is not required.
  - c) MDH permit for the proposed water main or documentation that an MDH permit is not required.



- 
- d) A copy of the approved MPCA NPDES permit.
- e) Evidence of closure/capping of any existing wells, septic systems, and removal of any existing fuel oil tanks.
- f) Administrative and engineering fees.
- g) Individual letters of credit or cash escrow for 125% of a bid cost or 150% of an estimated cost to construct streets and utility improvements, comply with grading permit, wetland, and wetland buffer restoration, tree requirements, and to restore the site. One itemized letter of credit is permissible if approved by staff. The city will not release the letters of credit or cash escrow until: (1) as-built drawings have been submitted; (2) a letter certifying that the streets and utilities have been completed according to the plans approved by the city has been submitted; (3) vegetated ground cover has been established; and (4) required landscaping or vegetation has survived one full growing season.
- h) Cash escrow for 125% of the estimated cost to comply with the tree mitigation requirements of the grading permit.
- i) \$5000 cash escrow accompanied by a document prepared by the city attorney and signed by the builder and property owner. Through this document, the builder and property owner will acknowledge:
- The property will be brought into compliance within 48 hours of notification of a violation of the construction management plan, other conditions of approval, or city code standards; and
  - If compliance is not achieved, the city will use any or all of the escrow dollars to correct any erosion and/or grading problems.
- j) Evidence that an erosion control inspector has been hired to monitor the site through the course of construction. This inspector must provide weekly



reports to natural resource staff in a format acceptable to the city. At its sole discretion, the city may accept escrow dollars, in an amount to be determined by natural resources staff, to contract with an erosion control inspector to monitor the site throughout the course of construction.

- b) No fountains, aerators, or other mechanical devices are allowed within the wetlands, and any existing devices must be removed.

4. Prior to issuance of the grading permit:

- a) Install a temporary rock driveway, erosion control, tree and wetland protection fencing, and any other measures identified in the SWPPP for staff inspection. These items must be maintained throughout the course of construction.
- b) A pre-construction meeting is required.

Note: Permits may be required from other outside agencies including, Hennepin County, the Minnehaha Creek Watershed District, and the MPCA. It is the applicant's and property owners' responsibility to obtain any necessary permits.

5. Prior to issuance of a building permit for the first new house within the development, submit the following documents:

- a) A letter from the surveyor stating that boundary and lot stakes have been installed as required by ordinance.
- b) Proof of subdivision registration and transfer of NPDES permit.
- c) An electronic CAD file or certified as-builts for public infrastructure in microstation of DXF and PDF format.
- d) Documents establishing a homeowners' association. The association must be responsible for maintaining any common areas, drives, required drainage facilities, and any other required drainage improvements approve by the city. Maintenance will include, but not be limited to, periodic removal of sedimentation at the base of the stormwater facilities and any adjacent drainage ditches, keeping vegetative cover within the ditches and pond, and removing any blockage of the swale or culver that may impede the drainage of the site, as approved with the building permits. The document must also address retaining walls that cross multiple properties.

6. Prior to issuance of a building permit for any of the lots within the



development:

- a) Submit the following items for staff review and approval:
  - 1) A construction management plan. This plan must be in a city-approved format and outline minimum site management practices and penalties for non-compliance. If the builder is the same entity doing grading work on the site, the construction management plan submitted at the time of grading permit may fulfill this requirement.
  - 2) Final grading and tree preservation plan for the lot. The plan must:
    - a. Be in substantial conformance with the grading plan dated July 15, 2019, and the tree preservation plan dated July 15, 2019.
    - b. Show sewer and water services to minimize impact to any significant or high-priority trees. No trees may be removed for installation of services.
    - c. The tree preservation plan must meet minimum mitigation requirements as outlined in the ordinance. However, at the sole discretion of staff, mitigation may be decreased.
  - 3) Cash escrow in an amount to be determined by city staff. This escrow must be accompanied by a document prepared by the city attorney and signed by the builder and property owner. Through this document, the builder and property owner will acknowledge:
    - The property will be brought into compliance within 48 hours of notification of a violation of the construction management plan, other conditions of approval, or city code standards; and
    - If compliance is not achieved, the city will use any or all of the escrow dollars to correct any erosion and/or grading problems.

If the builder is the same entity doing grading work on the site, the cash escrow submitted at the time of grading permit may fulfill this requirement.
- b) Install a temporary rock driveway, erosion control, tree, and wetland protection fencing and any other measures identified on



the SWPPP for staff inspection. These items must be maintained throughout the course of construction.

- c) Install heavy-duty fencing, which may include chain-link fencing, at the conservation easement. This fencing must be maintained throughout the course of construction.
- d) Submit all required hook-up fees.

7. All lots and structures within the development are subject to all R-1 zoning standards. In addition:

- a) All homes must have a low floor elevation of a minimum of 2 feet above the adjacent 100-year floodplain elevation.
- b) Homes types are restricted based on the table below:

	<b>Home Type</b>
<b>Lot 1</b>	WO, LO, FB
<b>Lot 2</b>	WO, LO, FB
<b>Lot 3</b>	WO, LO, FB
<b>Lot 4</b>	WO, LO, FB
<b>Lot 5</b>	LO, FB.
<b>Lot 6</b>	WO, LO, FB
<b>Lot 7</b>	WO, LO, FB
<b>Lot 8</b>	WO, LO, FB
<b>Lot 9</b>	LO, FB
<b>Lot 10</b>	LO, FB
<b>Lot 11</b>	FB
<b>Lot 12</b>	FB
<b>Lot 13</b>	FB
WO=Walkout, LO= Lookout, FB= Full Basement	

- c) All structures must meet the required wetland setback.
- d) All lots within the development must meet all minimum access requirements as outlined in Minnesota State Fire Code Section



503. These access requirements include road dimension, surface, and grade standards. If access requirements are not met, houses must be protected with a 13D automatic fire sprinkler system or an approved alternative system.

8. The city may require installation and maintenance of signs which delineate the edge of any required conservation easement. This signage is subject to the review and approval of city staff.
9. During construction, the streets must be kept free of debris and sediment.
10. The property owner is responsible for replacing any required landscaping that dies.
11. The city must approve the final plat within one year of the preliminary approval or receive a written application for a time extension, or the preliminary approval will be void.

Adopted by the City Council of the City of Minnetonka, Minnesota, on Aug. 26, 2019.

---

Brad Wiersum, Mayor

Attest:

---

Becky Koosman, City Clerk

**Action on this resolution:**

Motion for adoption: Bergstedt

Seconded by: Happe

Voted in favor of: Happe, Bergstedt, Ellingson, Calvert, Schack, Carter, Wiersum

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a duly authorized meeting held on Aug. 26, 2019.

---

Becky Koosman, City Clerk



**Exhibit A**

That part of the Southeast Quarter of the Northwest Quarter of Section 10, Township 117, North Range 22 described as follows: Commencing at a point in the West line of the Southeast Quarter of the Northwest Quarter of said Section 10, which is 450.5 feet Northerly from the Southwest corner of said Southeast Quarter of the Northwest Quarter of said Section 10; thence Northerly 400 feet along said West line; thence at right angles East 1317 feet more or less to the East line of said Southeast Quarter of Northwest Quarter of said Section 10; thence Southerly along said East line 400; thence Westerly 1315.1 feet more or less to the point of beginning, Hennepin County, Minnesota.



**Resolution No. 2019-**

**Resolution approving the final plat of BIRD SONG  
at 2410 Oakland Road**

---

Be it resolved by the City Council of the City of Minnetonka, Minnesota, as follows:

Section 1. Background.

- 1.01 Eric Zehnder of Zehnder Homes is requesting final plat approval of BIRD SONG.
- 1.02 The property is located at 2410 Oakland Road. It is legally described in Exhibit A.
- 1.03 On Aug. 26, 2019, the city council approved the preliminary plat of BIRD SONG, a 13-lot subdivision

Section 2. Findings

- 2.01 The final plat meets the requirements and standards outlined in the Subdivision Ordinance, City Code §400.
- 2.02 The final plat is consistent with the previously approved preliminary plat.

Section 3. Council Action.

- 3.01 The city council approves the final plat of BIRD SONG. Approval is subject to the following conditions:
  - 1. All conditions of Resolution No. 2019-077 related to release of the final plat must be completed. In addition, submit the following:
    - a) Revised final plat drawing. The drawing must clearly illustrate:
      - 1) A minimum 10-foot wide drainage and utility easement adjacent to the public right-of-way and minimum 7-foot wide drainage and utility easements along all other lot lines.
      - 2) Drainage and utility easements over existing or proposed public utilities, as determined by the city engineer,



including an easement across the rear of Lot 8 for future utility extension. Easement widths must be twice as wide as the corresponding pipe is deep. For example, if manhole 3 is 20 feet deep, a 40-foot wide easement must be provided centered over the pipe.

- 3) Drainage and utility easements over any wetlands, floodplains, and stormwater management facilities. Private utility easements over any existing or proposed service lines that cross the shared property line.
  - b) The applicant must submit the following:
    - 1) Two sets of mylars for city signatures.
    - 2) An electronic CAD file of the plat in microstation or DXF.
    - 3) Park dedication fee of \$60,000.
    - 4) If the developer is petitioning the city to construct the public improvements, an appropriate petition must be submitted, and the city council must order the improvements.
  - c) Mortgage holder must consent to the development agreement, final plat, and, easement agreements.
2. Unless the city council approves a time extension, the final plat must be recorded by Sept. 16, 2020.

Adopted by the City Council of the City of Minnetonka, Minnesota, on Sept. 16, 2019.

\_\_\_\_\_  
Brad Wiersum, Mayor

Attest:

\_\_\_\_\_  
Becky Koosman, City Clerk

**Action on this resolution:**

Motion for adoption:  
Seconded by:  
Voted in favor of:  
Voted against:  
Abstained:  
Absent:



Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a duly authorized meeting held on Sept. 16, 2019.

---

Becky Koosman, City Clerk



EXHIBIT A

That part of the Southeast Quarter of the Northwest Quarter of Section 10, Township 117, North Range 22 described as follows: Commencing at a point in the West line of the Southeast Quarter of the Northwest Quarter of said Section 10, which is 450.5 feet Northerly from the Southwest corner of said Southeast Quarter of the Northwest Quarter of said Section 10; thence Northerly 400 feet along said West line; thence at right angles East 1317 feet more or less to the East line of said Southeast Quarter of Northwest Quarter of said Section 10; thence Southerly along said East line 400; thence Westerly 1315.1 feet more or less to the point of beginning, Hennepin County, Minnesota.



**City Council Agenda Item #12A**  
**Meeting of Sept. 16, 2019**

**Brief Description**            Ordinance amending city code 400.300 Subd.6(3) pertaining to lot-behind-lot standards

**Recommendation**           Introduce the ordinance and refer it to the planning commission

**Background**

In 2014, the city adopted a new subdivision ordinance. The ordinance did not include any substantive changes to the ordinance then “on the books.” Rather, it was updated for consistency with the zoning ordinance and existing practices. In updating the ordinance, a standard requiring fire protection for new homes on lots-behind-lots was inadvertently deleted. Since the adoption of the new subdivision ordinance, there have been no new lot-behind-lots created.

**Proposed**

Staff proposes reinserting this fire protection requirement, as 400.030 Sub.6(3)(f):

automatic fire sprinkler protection must be provided for every new dwelling built on or moved onto a lot-behind-a-lot.

The purpose of introducing an ordinance is to give the city council the opportunity to review the ordinance before referring it to the planning commission for a recommendation. Introducing an ordinance does not constitute an approval. The planning commission review of the proposed ordinance amendment is tentatively set for Sept. 19, 2019.

**Staff Recommendation**

Introduce the ordinance amendment and refer it to the planning commission.

Submitted through:

Geralyn Barone, City Manager  
Julie Wischnack, AICP, Community Development Director  
Loren Gordon, AICP, City Planner

Originated by:

Susan Thomas, Principal Planner



**Ordinance No. 2019-**

**An ordinance amending city code section 400.030 Subd.6,  
regarding lot-behind-lot standards**

---

The City Of Minnetonka Ordains:

Section 1. Section 400.030 Subd.6(3) of the Minnetonka City Code, regarding lot-behind-lot standards, is amended to include the following:

f. automatic fire sprinkler protection must be provided for every new dwelling built on or moved onto a lot-behind-a-lot.

Section 2. This ordinance is effective immediately.

Adopted by the city council of the City of Minnetonka, Minnesota, on \_\_\_\_\_, 2019.

\_\_\_\_\_  
Brad Wiersum, Mayor

Attest:

\_\_\_\_\_  
Becky Koosman, City Clerk

**Action on this ordinance:**

Date of introduction: Sept. 16, 2019

Date of adoption:

Motion for adoption:

Seconded by:

---

The ~~stricken~~ language is deleted; the single-underlined language is inserted.



Voted in favor of:  
Voted against:  
Abstained:  
Absent:  
Ordinance adopted.

Date of publication:

I certify that the foregoing is a true and correct copy of an ordinance adopted by the city council of the City of Minnetonka, Minnesota at a regular meeting held on \_\_\_\_\_, 2019.

---

Becky Koosman, City Clerk



**City Council Agenda Item #12B  
Meeting of Sept. 16, 2019**

**Brief Description** Items concerning the Hennepin County Medical Examiner's Office Project at 14300 Co. Rd. 62

- 1) Major amendment to an existing master development plan;
- 2) Conditional use permit; and
- 3) Site and building plan review

**Recommendation** Introduce the ordinance and refer it to the planning commission

**Background**

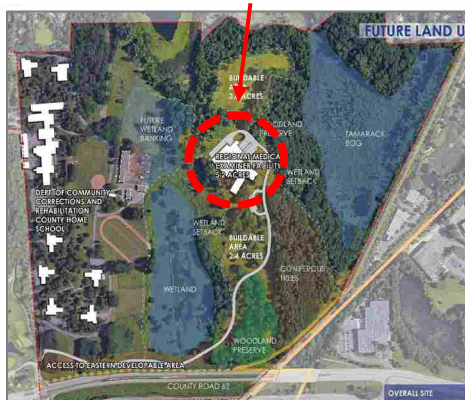
Hennepin County is proposing to build a new Medical Examiner's Office on the County Home School (CHS) property located at 14300 Co. Rd 62. The current office is located in downtown Minneapolis. All operations from the downtown facility location would be moved to the Minnetonka site. The Medical Examiner's Office serves Hennepin, Dakota and Scott Counties.

The immediate area has a mix of existing land uses. Glen Lake Golf Course, also owned by Hennepin County, is located to the west. Single-family neighborhoods and Glen Lake are located to the north. To the east and south are industrial uses. Major transportation corridors also define the eastern and southern borders - County Road 62, the Minnesota River Bluffs LRT Regional trail and Soo Line railroad.

The site is zoned Planned Unit Development District and guided as Institutional in the comprehensive plan.

In Feb. 2019, the city council reviewed plans to develop the facility on the "eastern" portion of the CHS property. The council introduced the ordinance, but prior to the planning commission public hearing, the county decided to reconsider site options after staff raised a number of concerns about the access road disturbance, steep slopes, grading impacts and future site development.

*"East side" formal plan*



*"East side" concept plan*



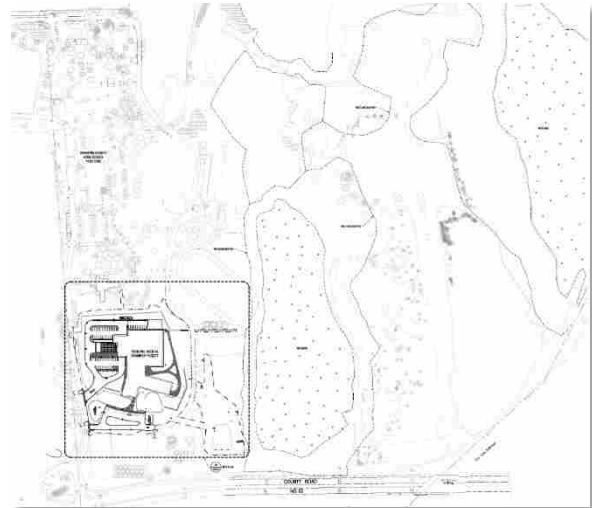


## Proposal

Hennepin County has revisited site development of the CHS site for the Medical Examiner's Office. The new plan proposes to construct a new medical examiner's facility on the west side of the County Home School site (CHS) at 14300 County Road 62. The proposed two-story, 56,000-square-foot building and associated parking are located south of the existing CHS complex, on the site of four existing CHS cottages.

The project will utilize the existing exit road from County Road 62 and the existing north/south access road to enter visitor parking, secured staff parking, and the secured CHS facility. The building would include office, autopsy, and conference spaces. The county anticipates the facility would also serve as a teaching and training facility for students, university faculty, and practitioners. There would not be a crematorium in the building.

*"West side" formal plan*



The proposal requires the approval of:

- 1) **Master Development Plan Amendment.** By City Code §300.22 Subd.9, the proposal requires a major amendment to the existing planned unit development, as the proposal: (1) substantially alters the location of buildings and road; and (2) increases the gross floor area of the building by more than 10 percent. Major amendments can only be approved by ordinance.
- 2) **Conditional Use Permit.** By City Code §300.22 Subd.3, all uses allowed by conditional use permit within any other district are allowed by conditional use permit in a PUD. Public buildings are conditionally-permitted uses in all zoning districts.
- 3) **Site and Building Plan Review.** By city code, site and building plan review is required for the construction of any non-single-family residential building.

## Neighborhood Meeting

The county held a neighborhood meeting on Aug. 13, 2019. There were 11 neighbors in attendance. Unlike the previous "east side" project, there was little discussion about natural resource issues. Most of the questions were specific to current county programs on-site, building and medical practice procedures, lighting, and noise. The county also fielded a question about the future use of the east side which they indicated it would likely stay as is, that there was no plan for future use.



### **Issue Identification**

The purpose of introducing an ordinance is to give the city council the opportunity to review a new application before sending it to the planning commission for a recommendation. Introducing an ordinance does not constitute an approval. The tentative planning commission date is Sept. 19, 2019.

### **Staff Recommendation**

Introduce the ordinance and refer it to the planning commission.

Submitted through:

Geralyn Barone, City Manager

Julie Wischnack, AICP, Community Development Director

Originated by:

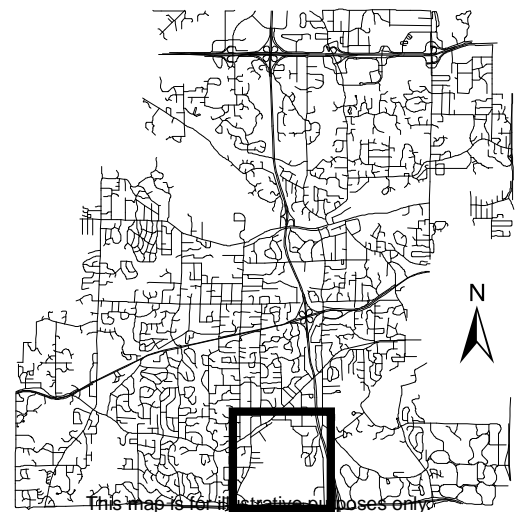
Loren Gordon, AICP, City Planner





**Location Map**

Project: Hennepin County  
 Medical Examiner's Office  
 Address: 14300 Co Rd 62



This map is for illustrative purposes only.





HENNEPIN COUNTY  
 MEDICAL EXAMINER  
 FACILITY  
 MINNETONKA, MN

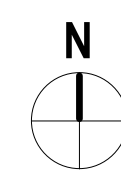
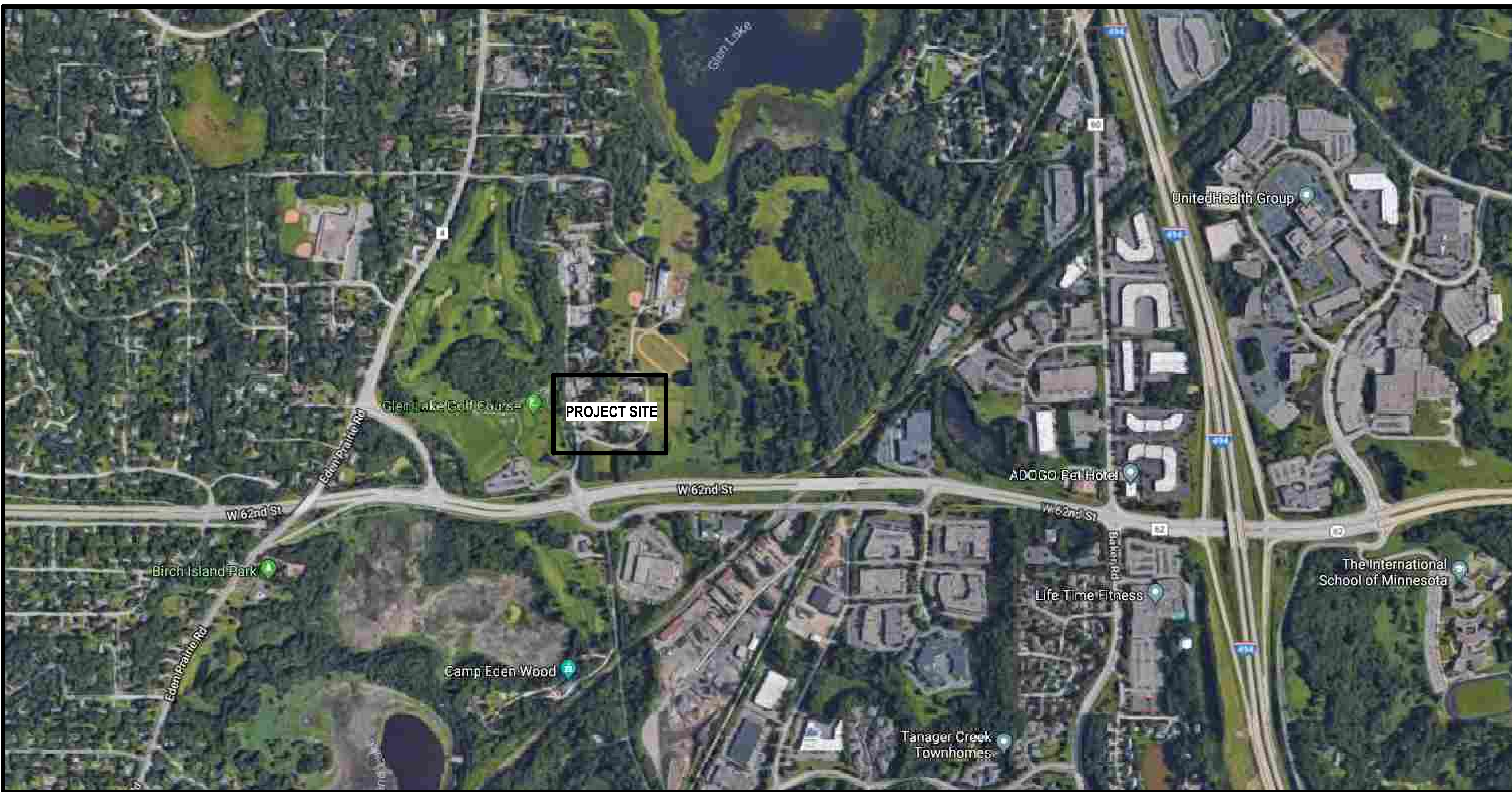
HENNEPIN COUNTY  
 A 2208 GOVERNMENT CENTER, MINNEAPOLIS, MN  
 55415

PROJECT NO. 023-10155-025  
 07/26/2019  
 HCME 95% CONSTRUCTION  
 DOCUMENTS

**LEO A DALY**

PLANNING  
 ARCHITECTURE  
 ENGINEERING  
 INTERIORS

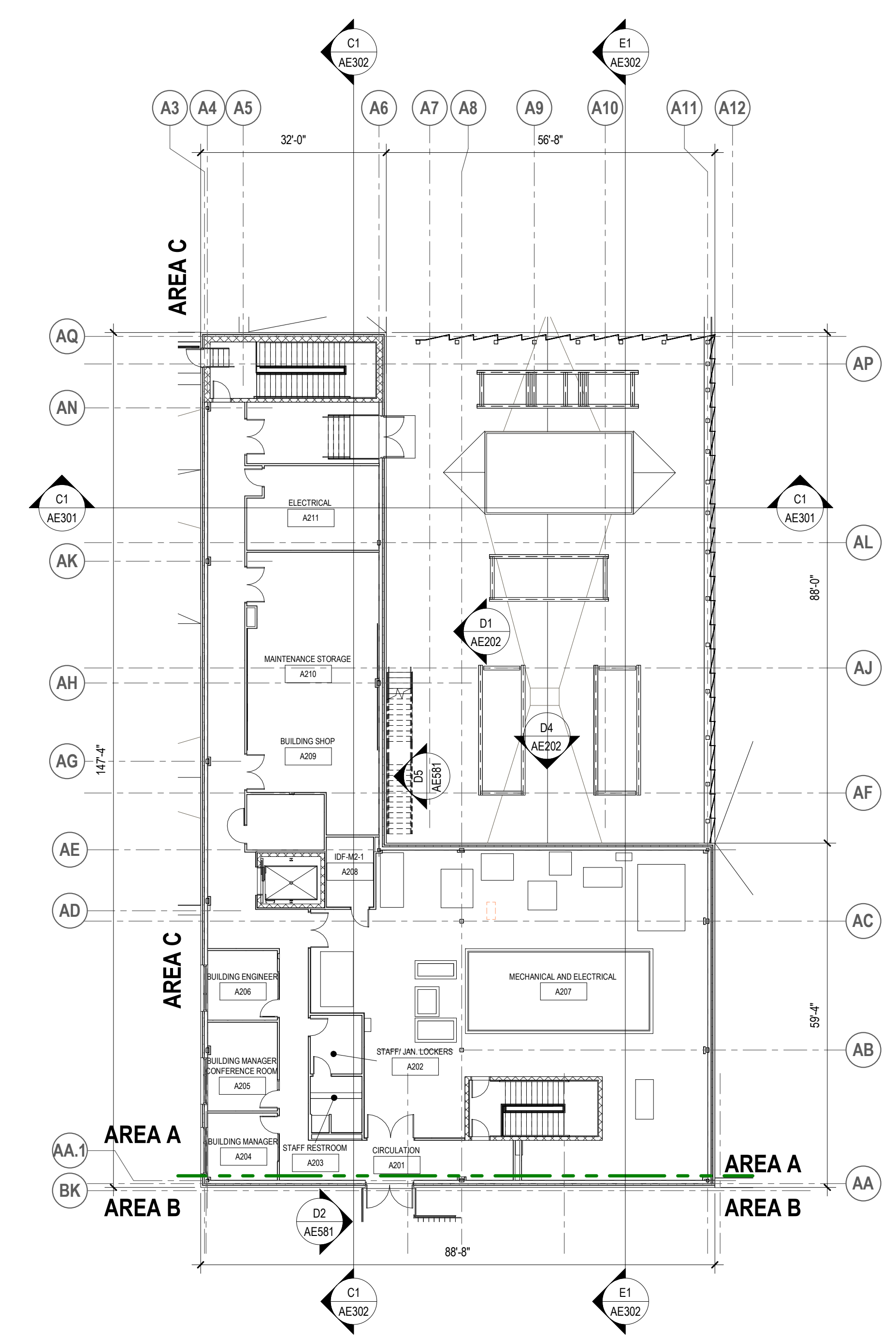
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- ABU DHABI
- ATLANTA
- AUSTIN
- CHICAGO
- COLLEGE STATION
- CORPUS CHRISTI
- DALLAS
- FLINT
- FORT WORTH
- HOUSTON
- LAN - MONTGOMERY COUNTY
- LANSING
- LAREDO
- LAS VEGAS
- LOS ANGELES
- MIAMI
- MIDWEST
- MILPITAS
- MINNEAPOLIS
- NORMAN
- OMAHA
- ORANGE
- SACRAMENTO
- SAN ANTONIO
- SAN MARCOS
- TAMPA
- WACO
- WASHINGTON, DC
- WEST PALM BEACH







**A1** OVERALL FLOOR PLAN, LEVEL 1  
SCALE: 1/16" = 1'-0"



**C5** OVERALL FLOOR PLAN, LEVEL 2 (AREA A)  
SCALE: 1/16" = 1'-0"

**OVERALL PLAN GENERAL NOTES**

- FOR STRUCTURAL GENERAL NOTES - SEE SHEET S001
- EL. 100'-0" = ELEVATION 961.5 ON CIVIL PLANS
- (A) INDICATES SPREAD FOOTING TYPE
- TOP OF FOOTING ELEVATION = 99'-0" UNLESS NOTED THUS: 97'-0"
- \* INDICATES DIMENSIONS TO BE COORDINATED WITH OTHER DISCIPLINES. COORDINATE WITH CIVIL, MECHANICAL, ELECTRICAL AND ARCHITECTURAL DRAWINGS AND EQUIPMENT SUPPLIED FOR OPENING SIZES AND LOCATIONS AND SUPPORT LOCATIONS.

**HENNEPIN COUNTY  
MEDICAL EXAMINER  
FACILITY  
MINNETONKA, MN**



**HENNEPIN COUNTY**  
A 2208 GOVERNMENT CENTER,  
MINNEAPOLIS, MN 55415

**LEO A DALY**  
PLANNING  
ARCHITECTURE  
INTERIOR  
DESIGN

730 SECOND AVE SOUTH, SUITE 1300,  
MINNEAPOLIS, MN 55402-2455  
T: 612.338.8741

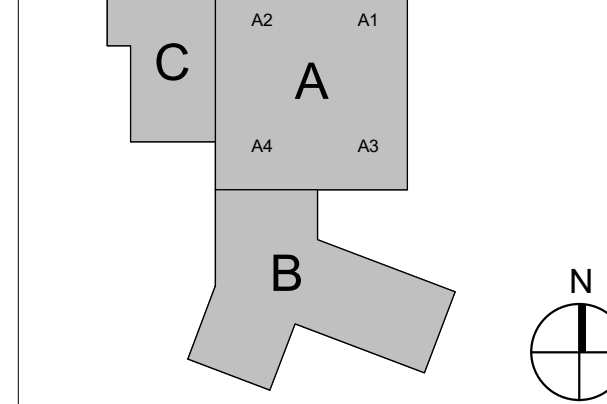
**MWL**  
LABORATORY EQUIPMENT DESIGN  
MCCLOREN, WILSON, & LAWRIE  
11798 N LAKE RIDGE PKWY, ASHLAND, VA  
23005 T: 804-228-7473

**Elan**  
DESIGN  
CIVIL ENGINEERING  
ELAN DESIGN LAB  
901 NORTH THIRD STREET, SUITE 120,  
MINNEAPOLIS, MN 55401 T: 612-260-7800

**DF/**  
LANDSCAPE ARCHITECTURE  
DAMON FARBER  
401 SECOND AVE NORTH, SUITE 410,  
MINNEAPOLIS, MN 55401 T: 612-332-7522

**trueNORTH**  
consulting group  
TELECOMMUNICATIONS ENGINEERING  
TRUE NORTH CONSULTING  
140 THIRD STREET SOUTH, STILLWATER,  
MN 55082 T: 651-705-1231

**KEY PLAN**



**REVISIONS**

NO.	DESCRIPTION	DATE

**FILE LOG**

ACTIVITY	BY
Manager	T.FONERS
Design	S.ANDERSEN
Draw	A.J. RUB
Check	A.SMITH

**NOT FOR CONSTRUCTION**

**HCM 95%  
CONSTRUCTION  
DOCUMENTS**

LAD Project No. 023-10155-025  
Hennepin County Contract No. 4984A9  
Hennepin County Project No. 1002306  
07/26/2019

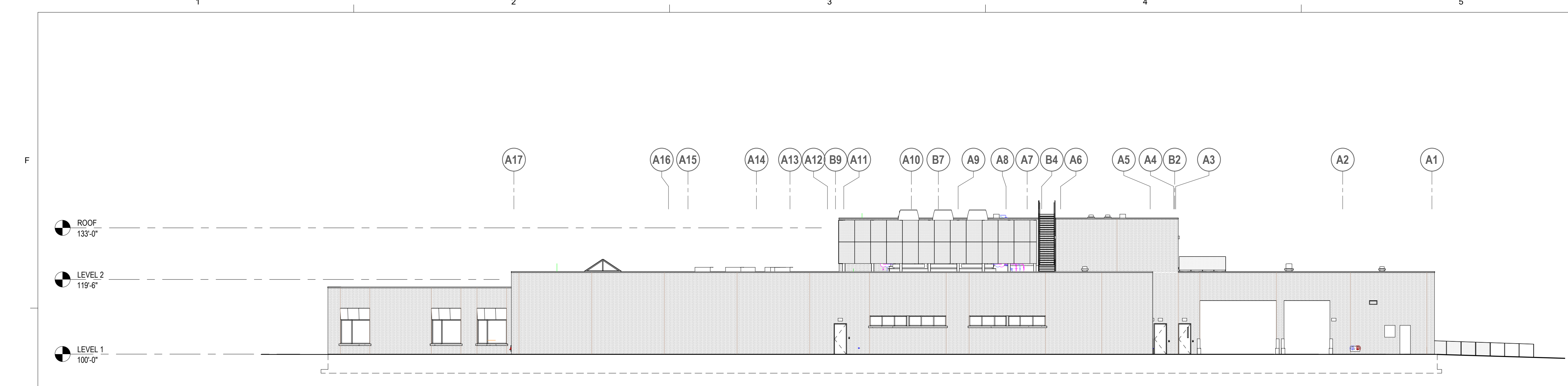
OVERALL FLOOR PLANS, LEVELS 1 & 2

**AE100**

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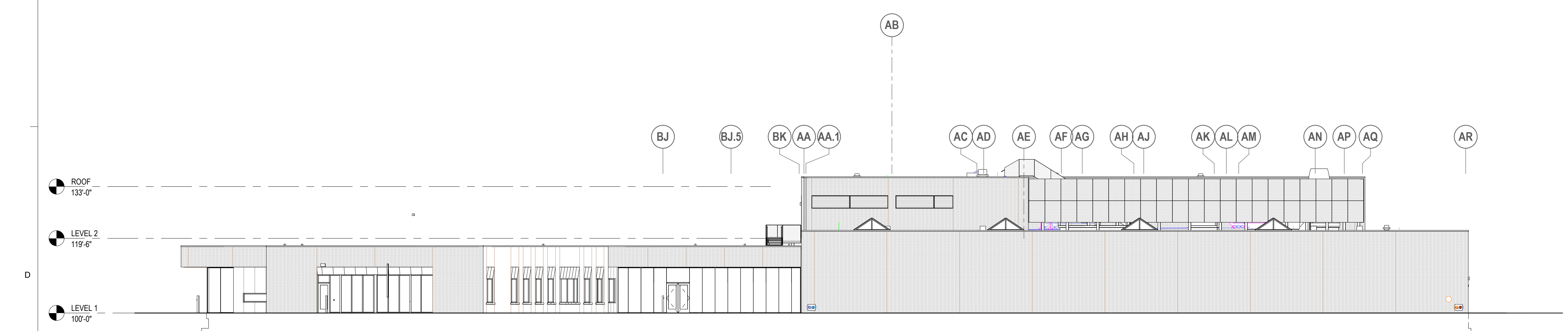


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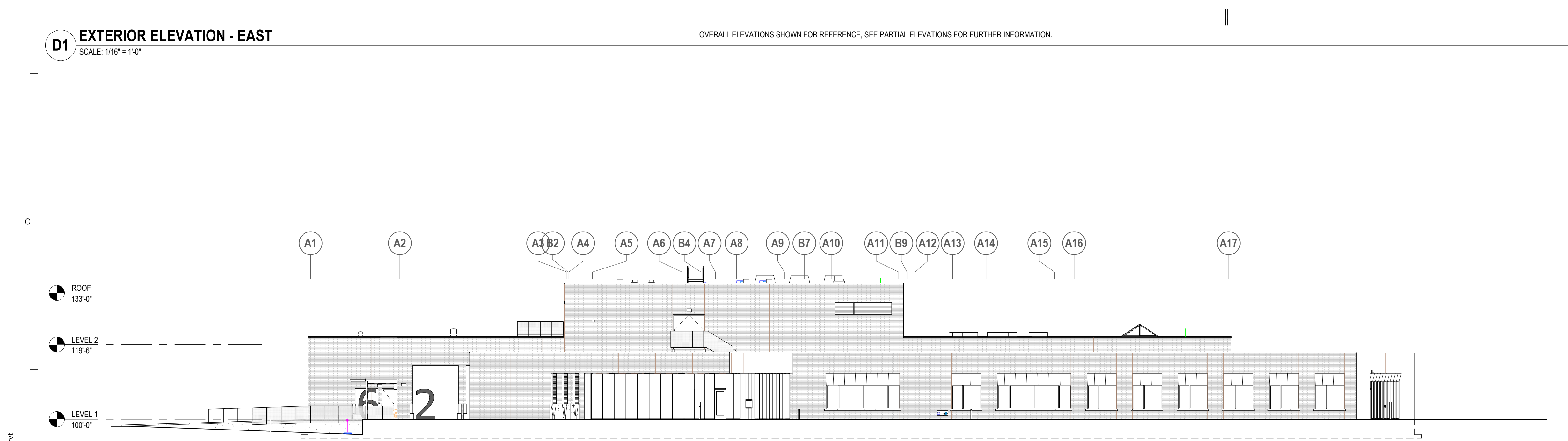
E1 EXTERIOR ELEVATION - NORTH  
SCALE: 1/16" = 1'-0"

OVERALL ELEVATIONS SHOWN FOR REFERENCE, SEE PARTIAL ELEVATIONS FOR FURTHER INFORMATION.



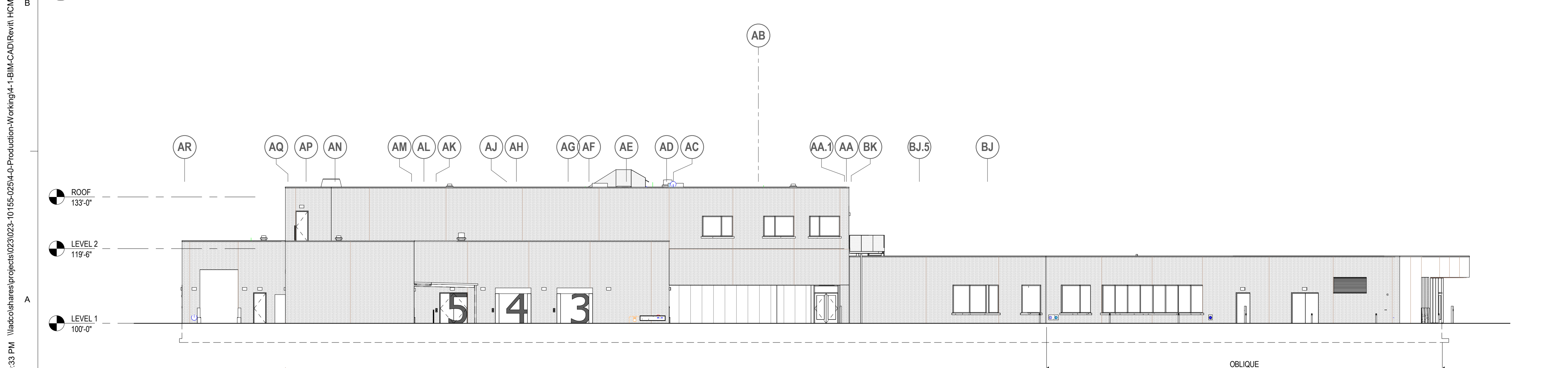
D1 EXTERIOR ELEVATION - EAST  
SCALE: 1/16" = 1'-0"

OVERALL ELEVATIONS SHOWN FOR REFERENCE, SEE PARTIAL ELEVATIONS FOR FURTHER INFORMATION.



B1 EXTERIOR ELEVATION - SOUTH  
SCALE: 1/16" = 1'-0"

OVERALL ELEVATIONS SHOWN FOR REFERENCE, SEE PARTIAL ELEVATIONS FOR FURTHER INFORMATION.



A1 EXTERIOR ELEVATION - WEST  
SCALE: 1/16" = 1'-0"

OVERALL ELEVATIONS SHOWN FOR REFERENCE, SEE PARTIAL ELEVATIONS FOR FURTHER INFORMATION.

EXTERIOR MATERIAL LEGEND

- (AAPB) ADA ACTUATOR PUSH BUTTON
(BBWB) BOND BEAM. SEE STRUCTURAL
(BRICK-1) ENDICOTT NORMAN BRICK 13 RUNNING BOND
(CDM) GAVITY DRAINAGE MATERIAL
(CFMF) 600 COLD FORMED METAL FRAMING. 16 GA. 16" O.C. MAX. S1/65000
(CFMF-1) DIAGONAL BRACING AS REQ'D BY 054000
(CFMF-2) Z FURRING, PROFILE, SIZE AS DETAILED
(CFMF-3) DEFLECTION TRACK
(CGRM) 8" COMPACTED GRAVEL OR CRUSHED STONE MEETING THE REQUIREMENTS FOR RADON MITIGATION
(CJW) CONTROL JOINT - 1
(CMU) CONCRETE MASONRY UNIT, SEE STRUCTURAL FOR MASONRY REQUIREMENTS
(CR) CARD READER, SEE ELECTRICAL
(CW-1) THERMALLY BROKEN CURTAINWALL FINISH SYSTEM, PREFINISHED - SSG
(CW-2) THERMALLY BROKEN CURTAINWALL FINISH SYSTEM, PREFINISHED
(CWFF) CURTAIN WALL FILLER PANEL BY CURTAIN WALL PROVIDER, MATCH COLOR TO FRAME
(CWHR) CURTAIN WALL HEAD RECEPTOR
(CWT-1) CERAMIC TILE, SEE FINISH PLANS
(DNS) DOOR NUMBER SIGN - PAINT
(EJC-1) 2" EXPANSION JOINT, ROOF, FRAMED BELLOWS COVER SYSTEM WITH MOISTURE BARRIER. IMM SYSTEMS ERJ SERIES OR APPROVED EQUAL
(EJC-2) EXPANSION JOINT COVER - COPPER
(EJC-3) EXPANSION JOINT COVER - BRONZE
(EJC-4) 2" EXTERIOR EXPANSION JOINT WALL COVER, MATCH TO BRICK COLOR
(EJC-5) 2" PREFINISHED INTERIOR EXPANSION JOINT WALL COVER
(EPC) EPOXY PAINT COATING
(EPM-1) FULLY ADHERED EPDM ROOFING. 60 MIL MEMBRANE, 1/2" COVER BOARD, 5" MIN POLYISO INSULATION AND VAPOR BARRIER, (FIRESTONE RUBBERGARD EPDM PLATINUM SYSTEM OR APPROVED EQUAL)
(FABE) FIRE ALARM EXTERIOR BELL, SEE ELEC.
(FB) FIRE BARRIER
(FSB-1) MASONRY FOAM GASKET SEAL
(GSB-1) INTERIOR GYPSUM BOARD - 5/8" TYPE X
(GSB-1) EXTERIOR GYPSUM BOARD SHEATHING - 5/8" TYPE X
(HMDE) HOLLOW METAL DOOR AND FRAME (PNT-8)
(INS-1) POLYISOCYANURATE RIGID BOARD INSULATION
(INS-2) EXTRUDED POLYSTYRENE, RIGID BOARD INSULATION, BELOW GRADE
(INS-3) MINERAL WOOL BATT INSULATION
(INS-4) SPRAY FOAM INSULATION, SPRAY-APPLIED THERMAL BARRIER, ANTIFLAME FIBER REINFORCING MATERIAL
(INS-5) SPRAY FOAM INSULATION, SPRAY-APPLIED THERMAL BARRIER IN EXTERIOR STUD WALL
(LBS) LOADING DOCK BUMPER
(LBL) LOADING DOCK LIGHT
(LBS) LOADING DOCK SEAL
(LMSE) LIGHT GAUGE METAL STUD FRAMING. 16 GA MAX. O.C. G60
(LT-1) GALVANIZED STEEL LINTEL, SEE STRUC. - COLOR TO MATCH BRICK (PNT-8)
(LTX) LIGHTING FIXTURE, SEE ELEC.
(LVR-1) 4" DRAINABLE ALUMINUM LOUVER WITH SCREEN AND MOUNTING ACCESSORIES BLANK OFF AS APPLICABLE
(MC-1) MASONRY CONTROL JOINT
(MEM) METAL EQUIPMENT MOUNTING BOLLARD
(MECH) MECHANICAL EQUIPMENT, SEE MECH
(MF-1) METAL FABRICATION - MECHANICAL SCREEN
(MF-2) GALVANIZED GRATING ROOF ACCESS STAIR BY 055113
(MF-2A) METAL FABRICATION - ROOF ACCESS STAIR - PAINT TO MATCH BRICK (PNT-8) BY 055113
(MTCP) 3/8" GALV. STEEL CANOPY (PNT-8)
(MTL-1) COMPOSITE COPPER PANEL WITH CONCEALED FASTENING. INCLUDE FURRING, SUPPORTING ELEMENTS AND TRIM
(MTL-2) COMPOSITE METAL PANEL WITH CONCEALED FASTENING. INCLUDE FURRING, SUPPORTING ELEMENTS AND TRIM
(MWV-1) CELLULAR MASONRY WEEPVENT (TOP & BOT)
(OCD-1) OVERHEAD INSULATED COILING DOOR, MOTORIZED WITH CONTINUOUS HEAVY DUTY WEATHER SEAL
(OCD-2) OVERHEAD INSULATED COILING DOOR, POLYCARBONATE LITES
(OBN) OVERFLOW DOWNSPOUT NOZZLE, SEE MECH
(PCS-1) PRECAST WINDOW SILL, MATCH TO BRICK COLOR
(PORD) PRIMARY AND OVERFLOW ROOF DRAIN
(RL-1) EXTERIOR RAILING - 1 1/2" X 1 1/2" GALVANIZED STEEL SHALUSIER W/ PERFORATED METAL PANEL RAILING (PNT-8) BY 055113
(RSB-1) 1/2" ROOF SUBSTRATE BOARD
(SAB-1) SPRAY APPLIED AIR BARRIER
(SKL1) SKYLIGHT SYSTEM
(SLNT) SEALANT W/ BACKER ROD
(SLNT1) SEALANT
(SMF-1) PREFINISHED FORMED METAL FLASHING, COLOR TO MATCH BRICK (PNT-8)
(SMF-2) PREFINISHED METAL DRIP EDGE W/ FLEXIBLE MEMBRANE FLASHING, COLOR TO MATCH BRICK (PNT-8)
(SMF-3) FLEXIBLE MEMBRANE SILL FLASHING
(SMF-4) PREFINISHED METAL FLASHING, COLOR TO MATCH WINDOW FRAME
(SMF-5) COPPER DRIP EDGE W/ FLEXIBLE MEMBRANE FLASHING
(SMF-6) PREFINISHED METAL COUNTER FLASHING, COLOR TO MATCH BRICK
(SSM-1) SOLID SURFACE WINDOW SILL
(STR) STRUCTURAL, SEE STRUCTURAL DRAWINGS
(TB-1) MECHANICALLY FASTENED TERMINATION BAR W/ JOINT SEALANT ON TOP
(UVB-1) UNDERSLAB SHEET VAPOR BARRIER, 10 MIL MIN. CLASS A
(WB-1) WOOD BLOCKING - FIRE TREATED
(WB-2) SHIM AS REQUIRED
(WG-1) WHEEL GUARD WALL PROTECTION
(WH) WALL HYDRANT, SEE MECH
(WPS-1) WATER PROOFING SYSTEM - DRAINAGE MAT
(WPS-2) SELF-ADHERING MODIFIED BITUMINOUS SHEET MEMBRANE - 40 MIL
(WSS-1) WINDOW SHADE
(WSH-1) 3/4" PLYWOOD SHEATHING - FIRE TREATED

GENERAL ELEVATION NOTES

- EXTERIOR SNT COLOR TO MATCH BRICK. CUSTOM COLOR AS REQ'D.
2. PAINT STL LINTELS TO MATCH BRICK. SEE SPEC.
3. BRICK WALL ELEVATIONS SHOW INTENT ONLY. BRICK SUPPLIER TO COORDINATE ALL SIZES, CONFIGURATIONS, OPENINGS AND CONTROL JOINTS.
4. PAINT VISIBLE INTERIOR SURFACES OF EXTERIOR LOUVERS SLACK.
5. ALL MECHANICAL ITEMS ON WALL SURFACE SHOW INTENT ONLY. MECH CONTRACTOR COORDINATE W/ ARCHITECT PRIOR TO INSTALL. SEE MECH DRAWINGS FOR ADDITIONAL INFO.
6. ALL ELECTRICAL ITEMS ON WALL SURFACE SHOW INTENT ONLY. ELEC. CONTRACTOR COORDINATE W/ ARCHITECT PRIOR TO INSTALL. SEE ELEC DRAWINGS FOR ADDITIONAL INFO.
7. EXTERIOR LOUVERS TO BE PAINTED CUSTOM COLOR TO MATCH BRICK.

HENNEPIN COUNTY MEDICAL EXAMINER FACILITY MINNETONKA, MN



HENNEPIN COUNTY A 2208 GOVERNMENT CENTER, MINNEAPOLIS, MN 55415

LEO A DALY PLANNING ARCHITECTURE INTERIOR

730 SECOND AVE SOUTH, SUITE 1300, MINNEAPOLIS, MN 55402-2455 T: 612.338.8741

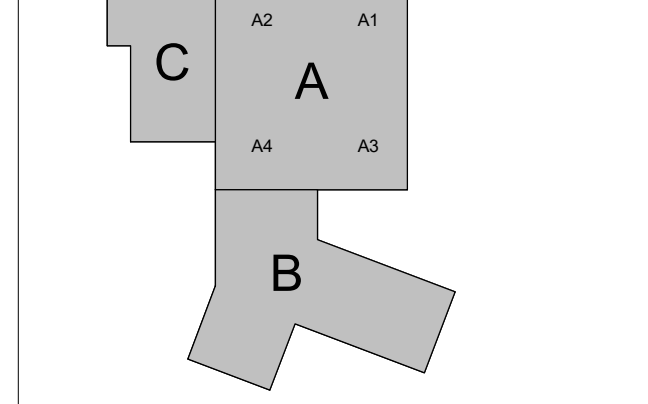
LABORATORY EQUIPMENT DESIGN MCCLAREN, WILSON, & LAWRIE 11798 N LAKERIDGE PKWY, ASHLAND, VA 23005 T: 804-228-7473

ELAN DESIGN CIVIL ENGINEERING ELAN DESIGN LAB 901 NORTH THIRD STREET, SUITE 120, MINNEAPOLIS, MN 55401 T: 612-260-7980

LANDSCAPE ARCHITECTURE DAMON FARBER 401 SECOND AVE NORTH, SUITE 410, MINNEAPOLIS, MN 55401 T: 612-332-7522

TELECOMMUNICATIONS ENGINEERING TRUE NORTH CONSULTING 140 THIRD STREET SOUTH, STILLWATER, MN 55082 T: 651-705-1231

KEY PLAN



REVISIONS

Table with columns: NO., DESCRIPTION, DATE

FILE LOG

Table with columns: ACTIVITY, BY

NOT FOR CONSTRUCTION

HCME 95% CONSTRUCTION DOCUMENTS

LAD Project No. 023-10155-025 Hennepin County Contract No. 4984A9 Hennepin County Project No. 1002306 07/26/2019

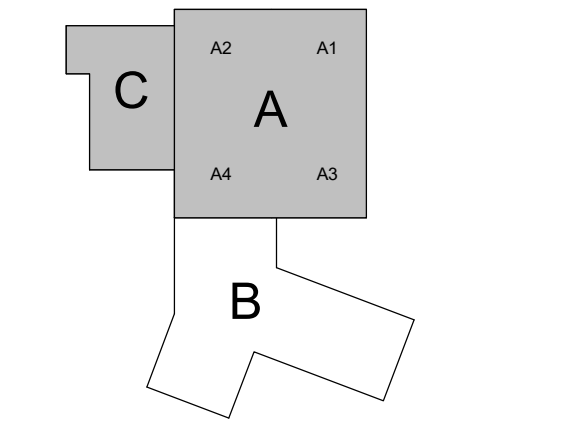
OVERALL EXTERIOR ELEVATIONS

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KEY PLAN



REVISIONS

NO.	DESCRIPTION	DATE

FILE LOG

ACTIVITY	BY
Manager	T.POWERS
Design	S.ANDERSEN
Draw	YRK.A.J.R.B
Check	A.SMITH

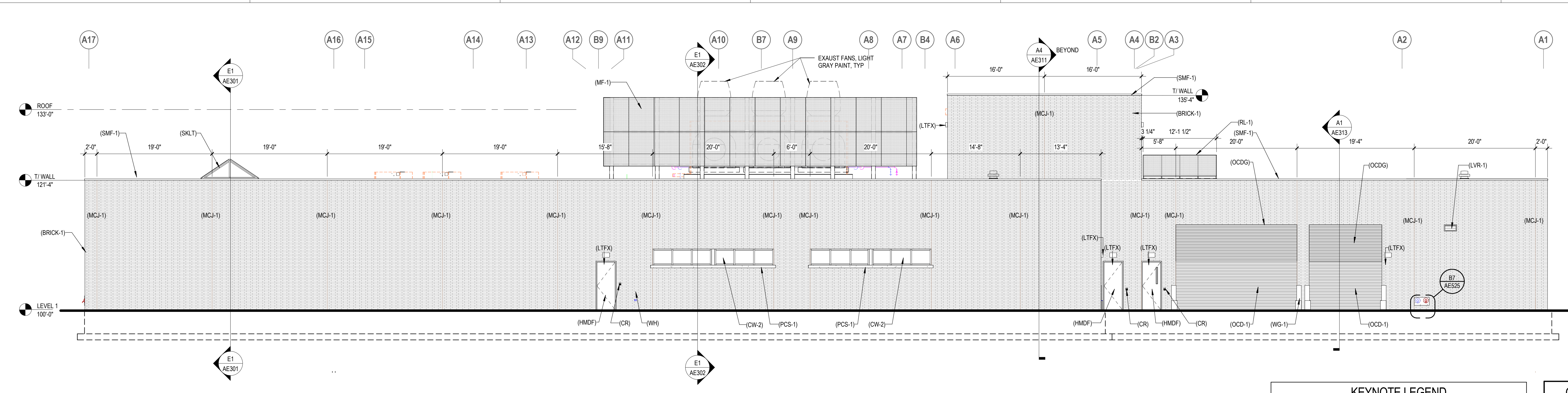
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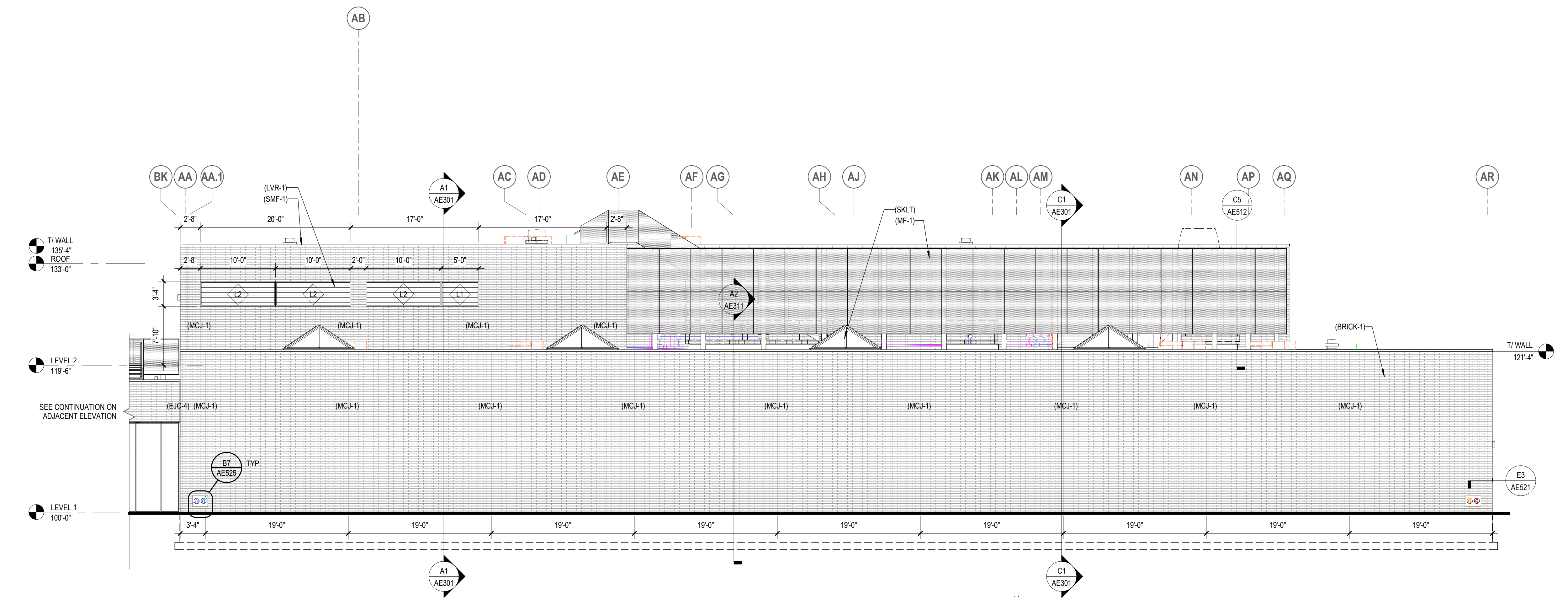
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Hennepin County Contract No. 4984A9  
Hennepin County Project No. 1002306  
07/26/2019

EXTERIOR ELEVATIONS

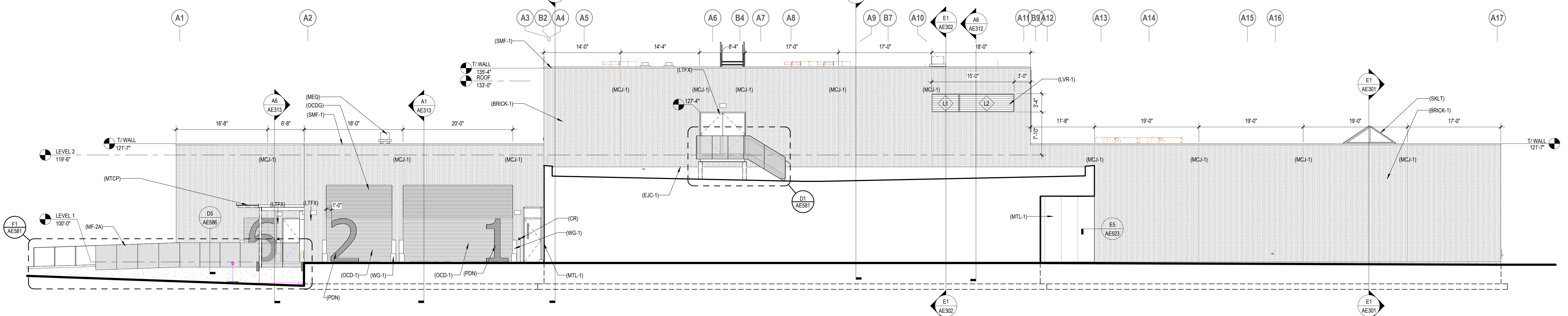
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E1 PARTIAL EXTERIOR ELEVATION - (AREA A & C) NORTH  
SCALE: 1/8" = 1'-0"



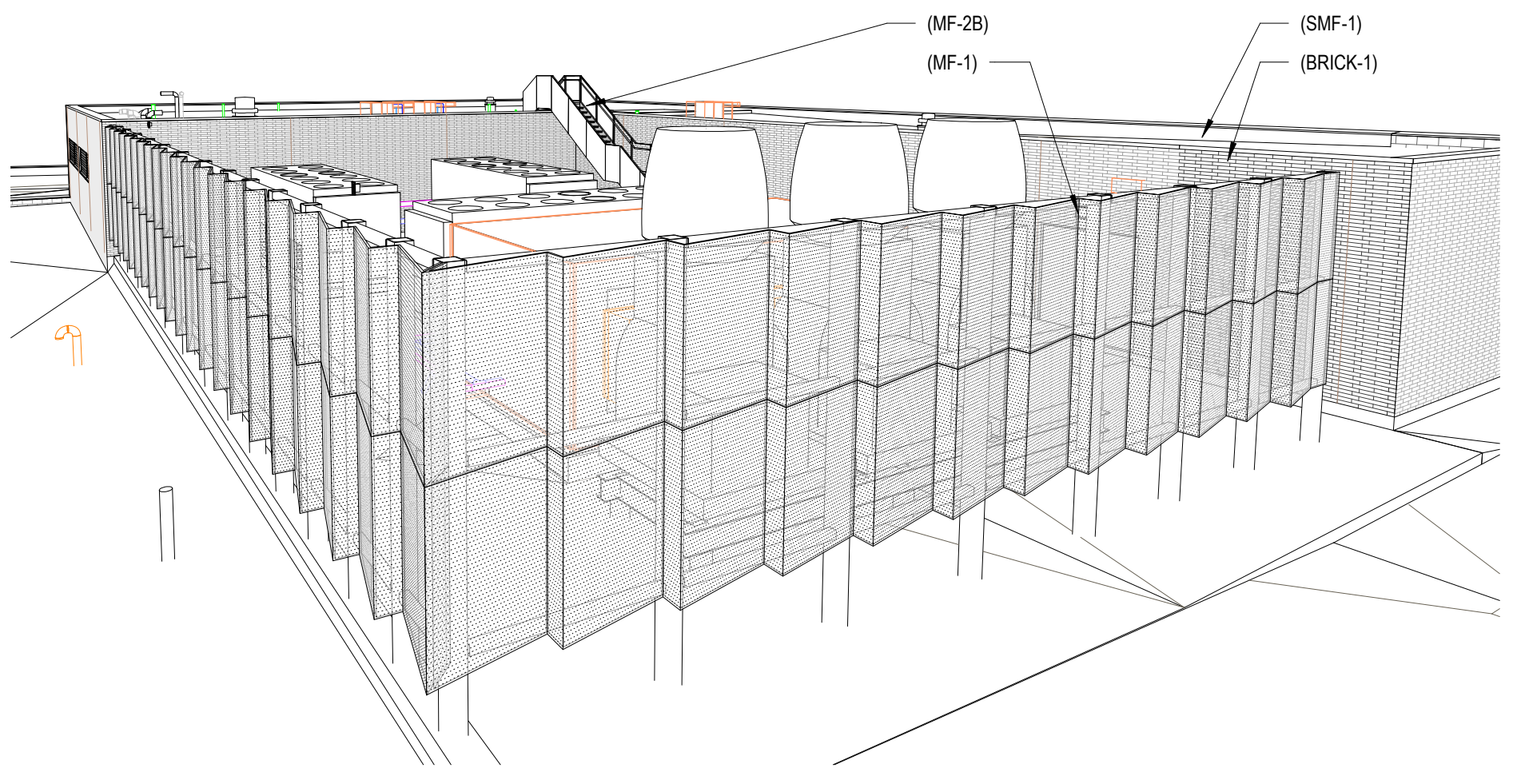
C1 PARTIAL EXTERIOR ELEVATION - (AREA A) EAST  
SCALE: 1/8" = 1'-0"



A1 PARTIAL EXTERIOR ELEVATION - (AREA A & C) SOUTH  
SCALE: 1/8" = 1'-0"

Key Value	Keynote Text
(BRICK-1)	FACE BRICK ( 3 5/8" X 2 1/4" X 11 5/8" )
(CR)	CARD READER. SEE ELECTRICAL.
(CW-2)	THERMALLY BROKEN CURTAINWALL FINISH SYSTEM - PREFINISHED
(EJC-1)	2" EXPANSION JOINT, ROOF. FRAMED BELLOWS COVER SYSTEM WITH MOISTURE BARRIER. (MM SYSTEMS ERJ SERIES OR APPROVED EQUAL.)
(EJC-4)	2" EXTERIOR EXPANSION JOINT WALL COVER. MATCH TO BRICK COLOR
(HMDF)	HOLLOW METAL DOOR AND FRAME (PNT-8)
(LTFX)	LIGHTING FIXTURE. SEE ELEC.
(LVR-1)	4" DRAINABLE ALUMINUM LOUVER WITH SCREEN AND MOUNTING ACCESSORIES. BLANK OFF AS APPLICABLE
(MCJ-1)	MASONRY CONTROL JOINT
(MEQ)	MECHANICAL EQUIPMENT. SEE MECH
(MF-1)	METAL FABRICATION - MECHANICAL SCREEN (PNT-8)
(MF-2A)	METAL FABRICATION - ROOF ACCESS STAIR - PAINT TO MATCH BRICK (PNT-8) BY 05513
(MTCF)	3/8" GALV. STEEL PLATE CANOPY, WATER PROOF WELD AT JOINTS - PAINT TO MATCH BRICK (PNT-8)
(MTL-1)	COMPOSITE COPPER PANEL WITH CONCEALED FASTENING. INCLUDE FURRING, SUPPORTING ELEMENTS AND TRIM.
(OCD-1)	OVERHEAD INSULATED COILING DOOR. MOTORIZED WITH CONTINUOUS HEAVY DUTY WEATHER SEAL.
(OCDG)	OVERHEAD INSULATED COILING DOOR POLYCARBONATE LITES
(PCS-1)	PRECAST WINDOW SILL. (ANCHORAGE REQUIRED- NOT SHOWN) MATCH TO BRICK COLOR.
(PDN)	5W X 8H PAINTED DOOR NUMBER, PALM SPRINGS FONT, COORDINATE W/ DOOR MFR. FOR PAINTING.
(RL-1)	EXTERIOR RAILING - 1 1/2" X 1 1/2" GALVANIZED STEEL BALUSTER W/ PERFORATED METAL PANEL RAILING (PNT-8) BY 05513
(SKLT)	SKYLIGHT SYSTEM
(SMF-1)	PREFINISHED FORMED METAL FLASHING, COLOR TO MATCH BRICK (PNT-8)
(WG-1)	WHEEL GUARD WALL PROTECTION
(WH)	WALL HYDRANT. SEE MECH

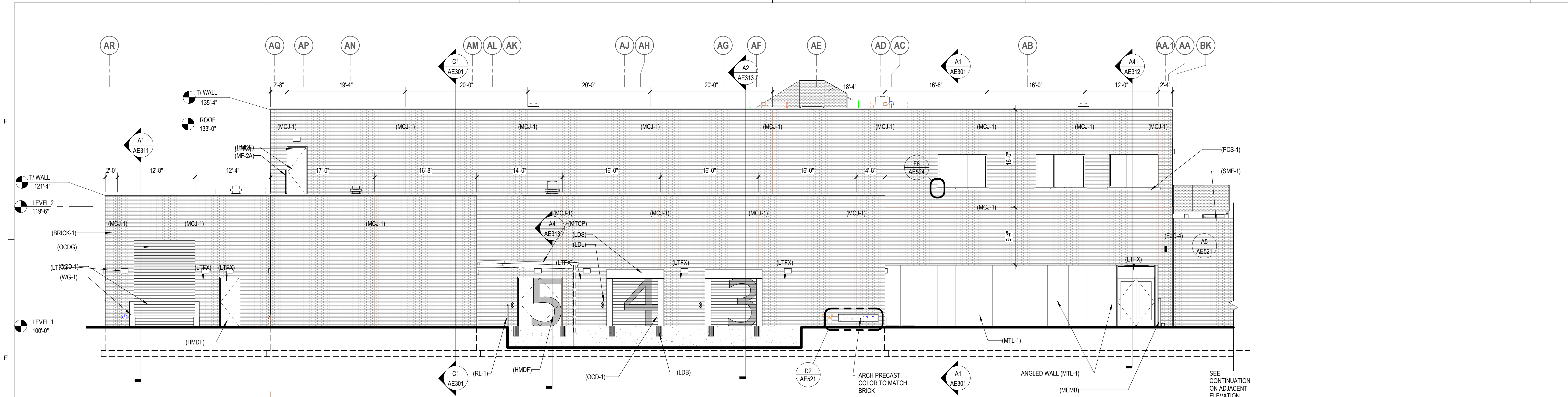
- GENERAL ELEVATION NOTES**
- EXTERIOR SNT COLOR TO MATCH BRICK. CUSTOM COLOR AS REQ'D.
  - PAINT STL LINTELS TO MATCH BRICK. SEE SPEC.
  - BRICK WALL ELEVATIONS SHOW INTENT ONLY. BRICK SUPPLIER TO COORDINATE ALL SIZES, CONFIGURATIONS, OPENINGS AND CONTROL JOINTS.
  - PAINT VISIBLE INTERIOR SURFACES OF EXTERIOR LOUVERS BLACK.
  - ALL MECHANICAL ITEMS ON WALL SURFACE SHOW INTENT ONLY. MECH CONTRACTOR COORDINATE W/ ARCHITECT PRIOR TO INSTALL. SEE MECH DRAWINGS FOR ADDITIONAL INFO.
  - ALL ELECTRICAL ITEMS ON WALL SURFACE SHOW INTENT ONLY. ELEC CONTRACTOR COORDINATE W/ ARCHITECT PRIOR TO INSTALL. SEE ELEC DRAWINGS FOR ADDITIONAL INFO.
  - EXTERIOR LOUVERS TO BE PAINTED CUSTOM COLOR TO MATCH BRICK.



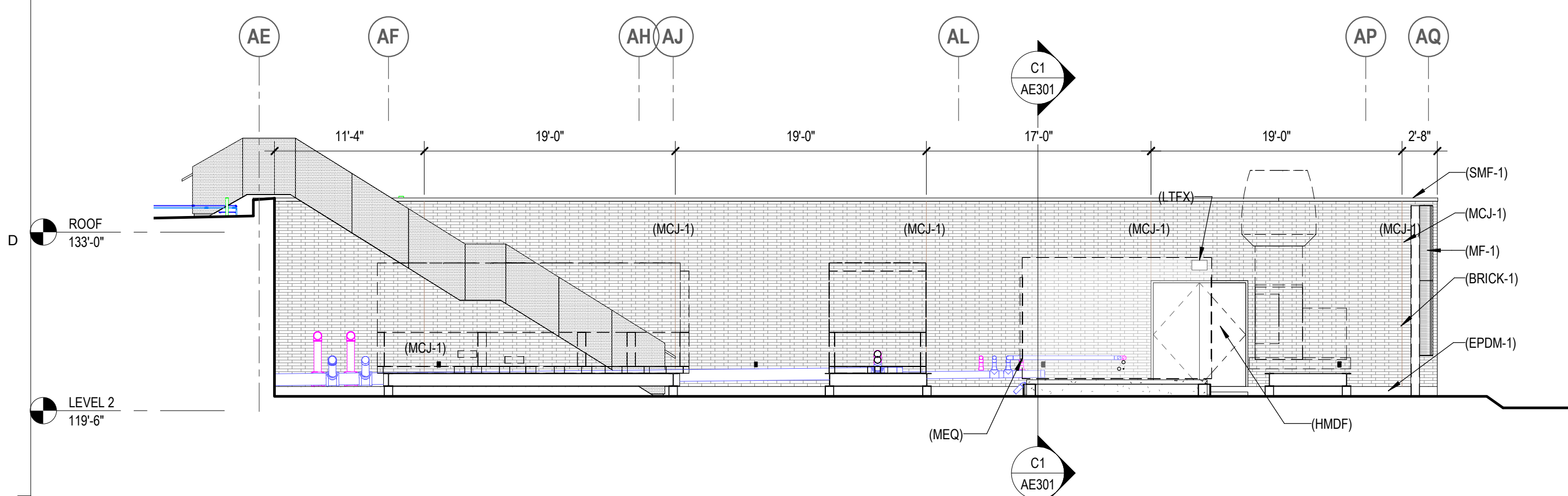
C6 ROOF SCREEN WALL VIEW - REFERENCE ONLY  
SCALE:

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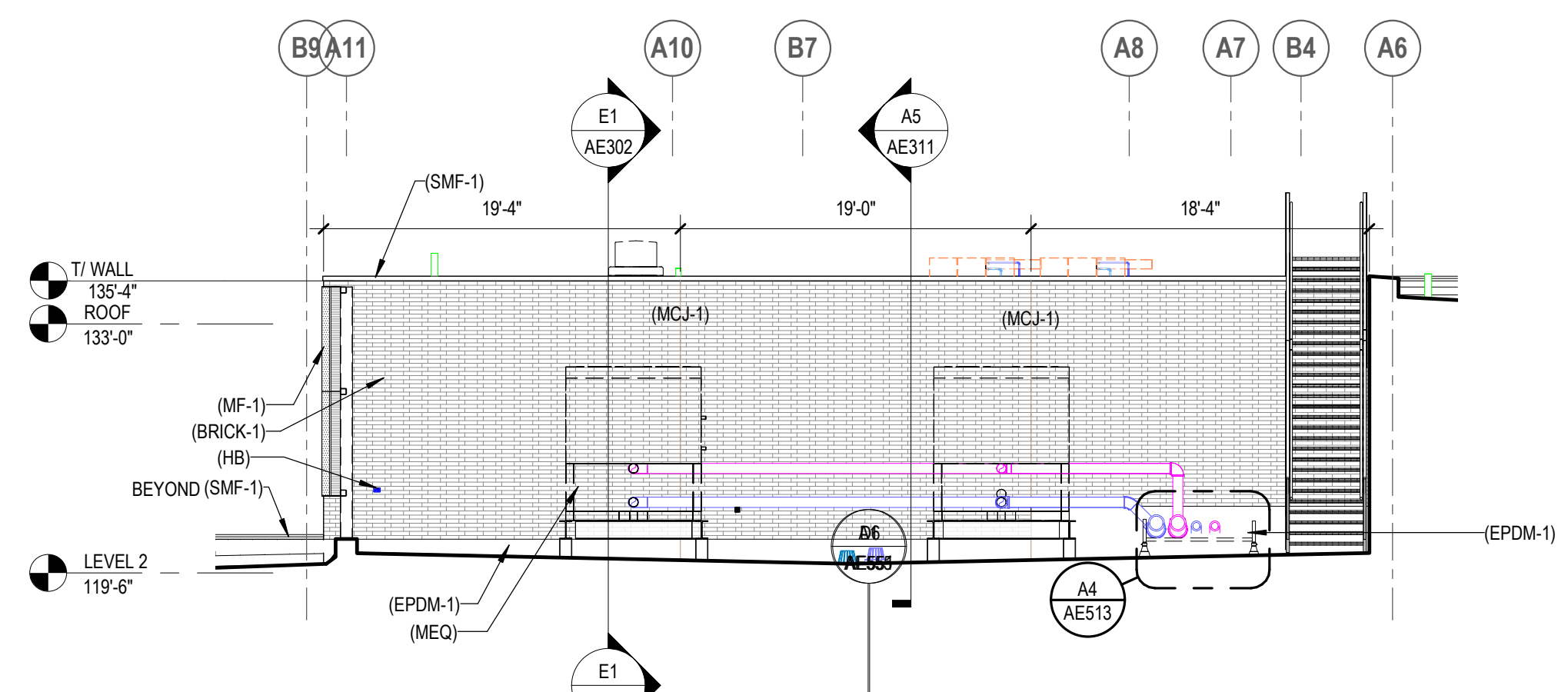




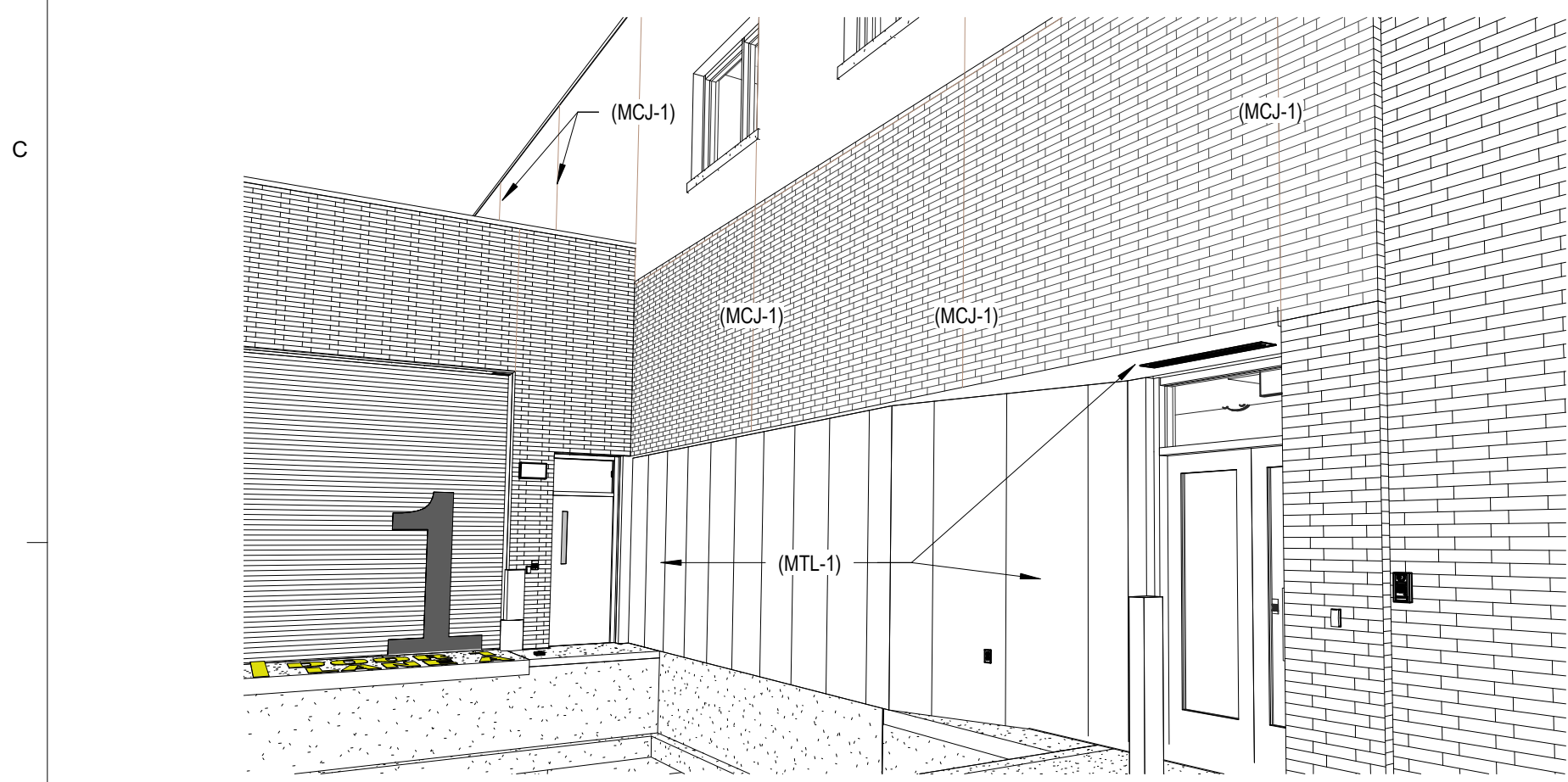
**E1 PARTIAL EXTERIOR ELEVATION - (AREA A & C) WEST**  
SCALE: 1/8" = 1'-0"



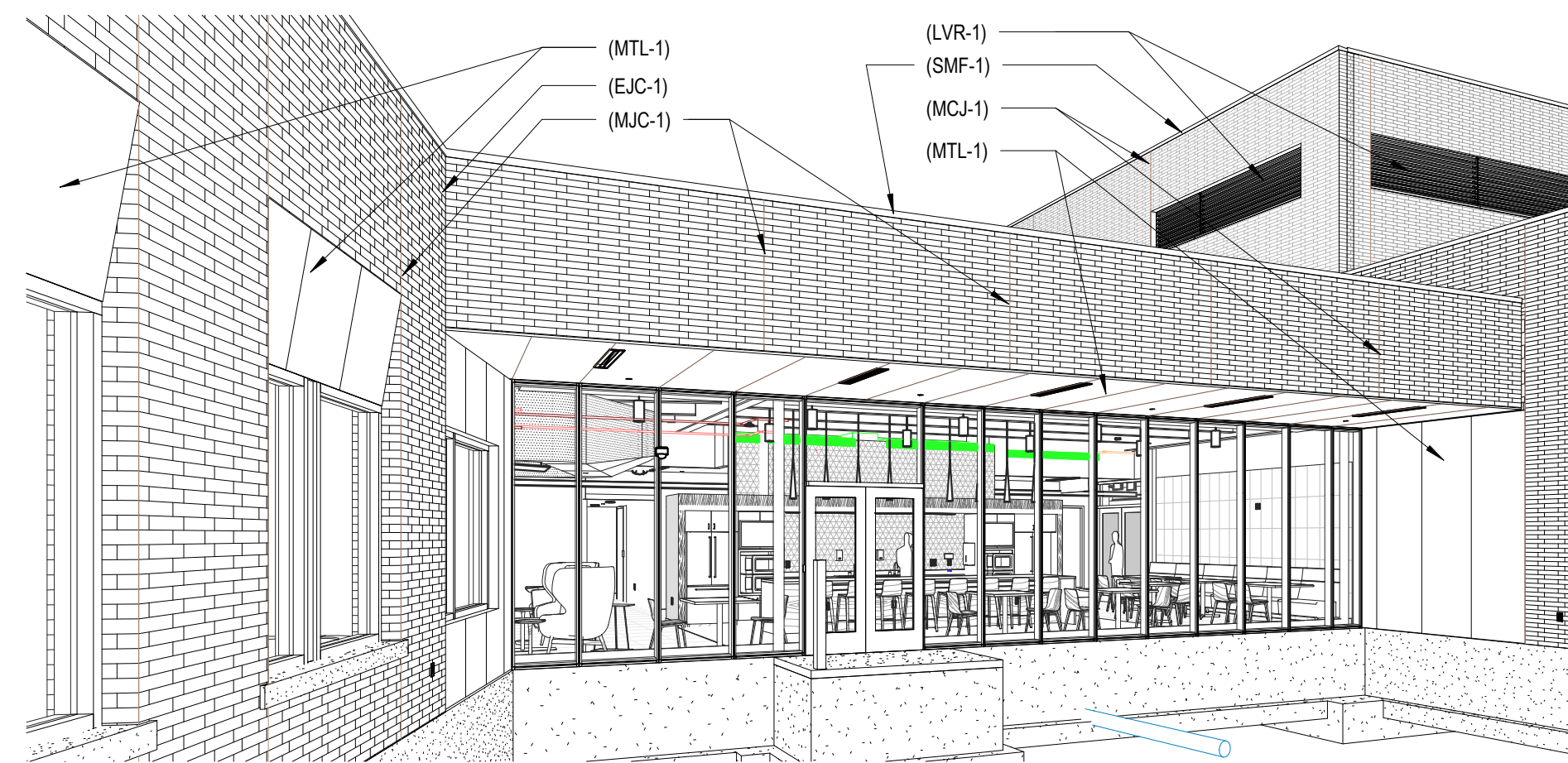
**D1 EXTERIOR ELEVATION - (AREA A) ROOFTOP MECH. WEST**  
SCALE: 1/8" = 1'-0"



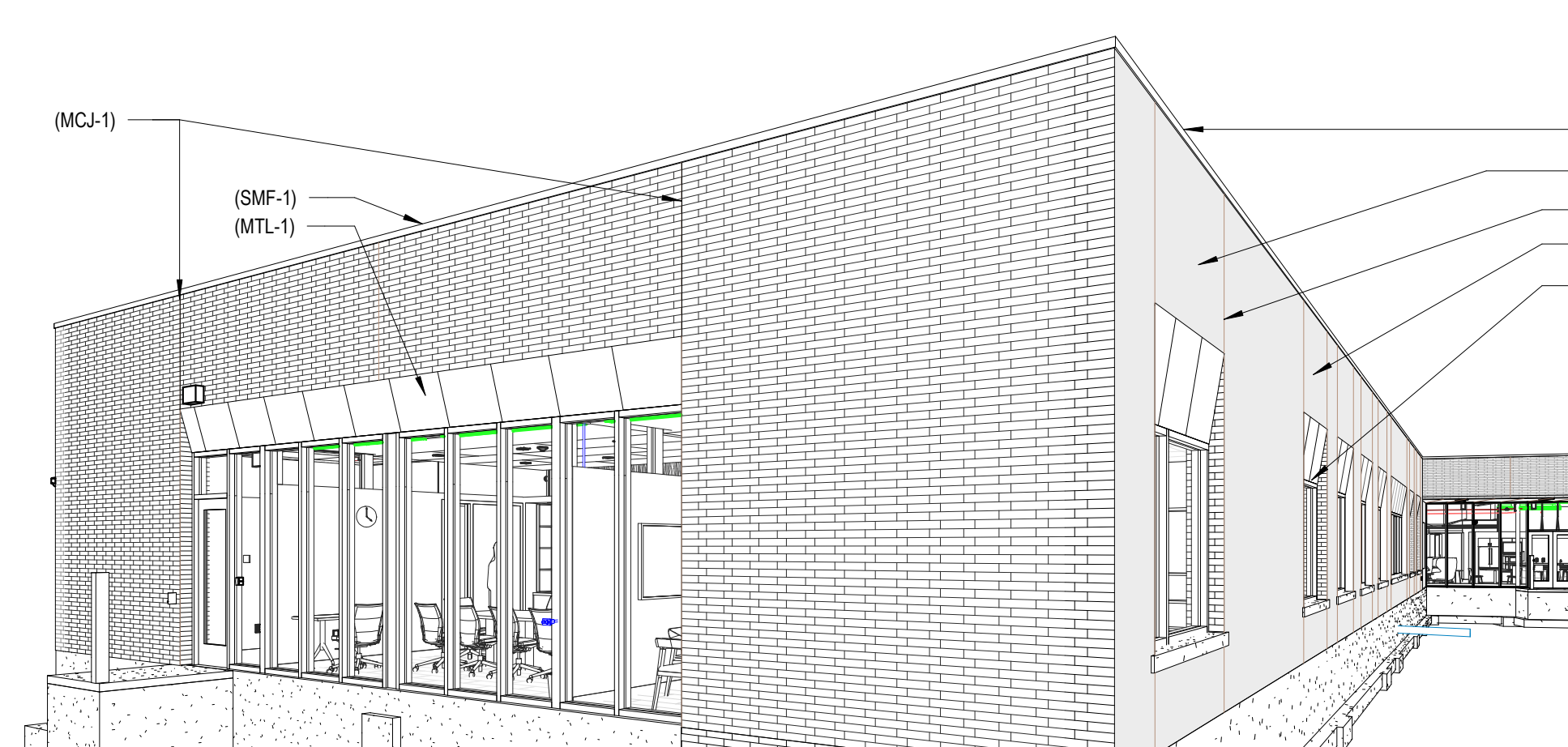
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SCALE: 1/8" = 1'-0"



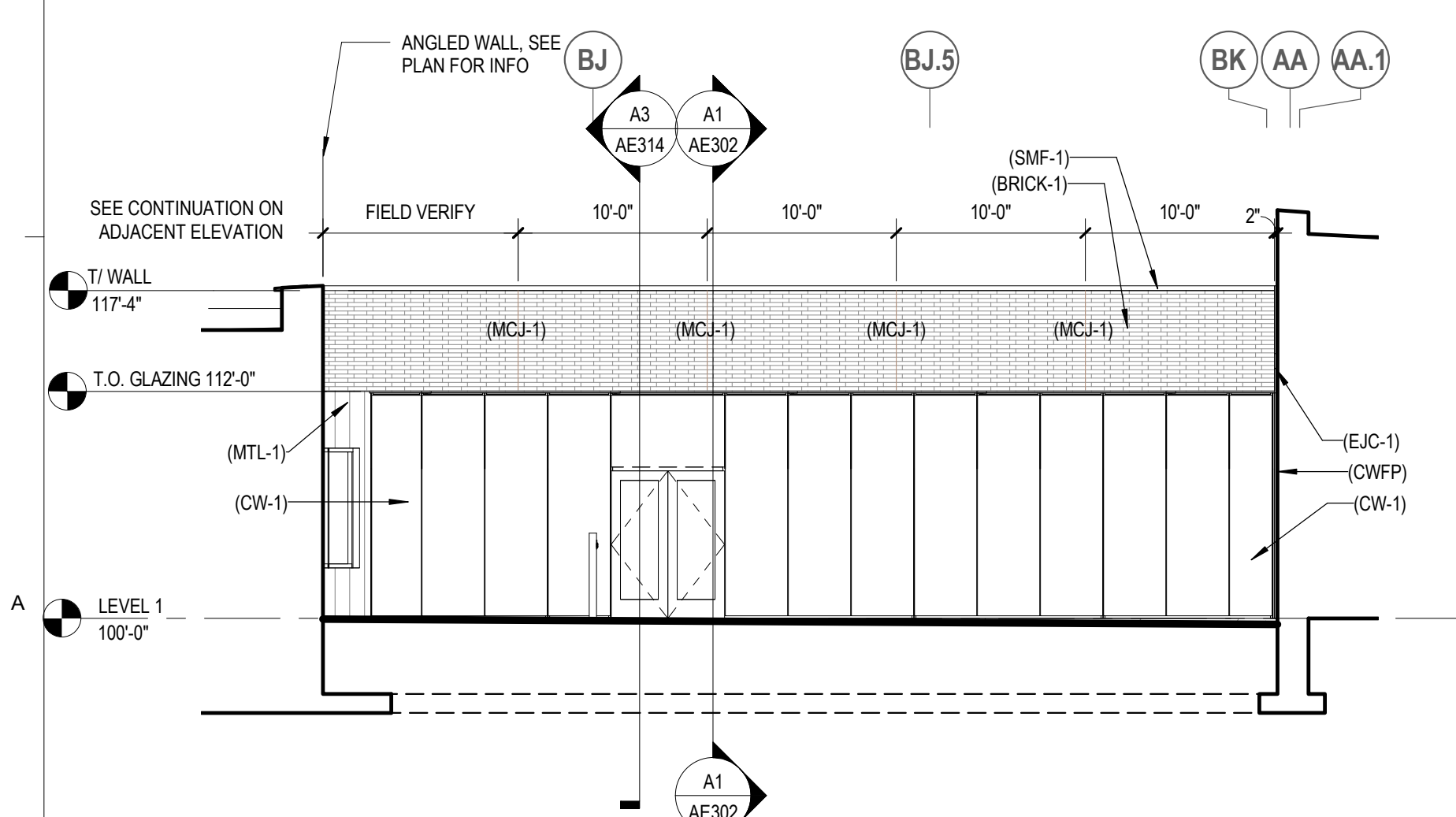
**B1 STAFF ENTRANCE VIEW - REFERENCE ONLY**  
SCALE:



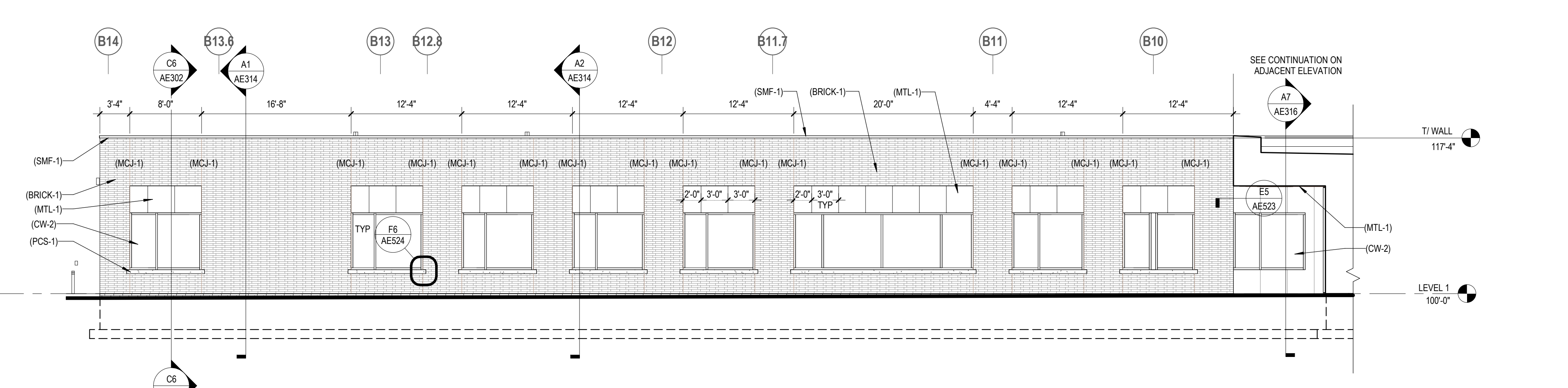
**B3 BREAK ROOM VIEW - REFERENCE ONLY**  
SCALE:



**B5 OFFICE/LIBRARY VIEW - REFERENCE ONLY**  
SCALE:



**A1 PARTIAL EXTERIOR ELEVATION - (AREA B) EAST - BREAK ROOM**  
SCALE: 1/8" = 1'-0"



**A4 PARTIAL EXTERIOR ELEVATION - (AREA B) NORTHEAST**  
SCALE: 1/8" = 1'-0"

**GENERAL ELEVATION NOTES**

1. EXTERIOR SNT COLOR TO MATCH BRICK. CUSTOM COLOR AS REQD.
2. PAINT STL. LINTELS TO MATCH BRICK. SEE SPEC.
3. BRICK WALL ELEVATIONS SHOW INTENT ONLY. BRICK SUPPLIER TO COORDINATE ALL SIZES, CONFIGURATIONS, OPENINGS AND CONTROL JOINTS.
4. PAINT VISIBLE INTERIOR SURFACES OF EXTERIOR LOUVERS BLACK.
5. ALL MECHANICAL ITEMS ON WALL SURFACE SHOW INTENT ONLY. MECH CONTRACTOR COORDINATE W/ ARCHITECT PRIOR TO INSTALL. SEE MECH DRAWINGS FOR ADDITIONAL INFO.
6. ALL ELECTRICAL ITEMS ON WALL SURFACE SHOW INTENT ONLY. ELEC. CONTRACTOR COORDINATE W/ ARCHITECT PRIOR TO INSTALL. SEE ELEC DRAWINGS FOR ADDITIONAL INFO.
7. EXTERIOR LOUVERS TO BE PAINTED CUSTOM COLOR TO MATCH BRICK.

**KEYNOTE LEGEND**

Key Value	Keynote Text
(BRICK-1)	FACE BRICK ( 3/8\" x 2 1/4\" x 11 5/8\" )
(CW-1)	THERMALLY BROKEN SSG CURTAINWALL FINISH SYSTEM - PREFINISHED
(CW-2)	THERMALLY BROKEN CURTAINWALL FINISH SYSTEM - PREFINISHED
(CWF-1)	CURTAIN WALL FILLER PANEL BY CURTAIN WALL PROVIDER. MATCH COLOR TO FRAME
(EJC-1)	2\" EXPANSION JOINT. ROOF: FRAMED BELLOWS COVER SYSTEM WITH MOISTURE BARRIER. (MM SYSTEMS ERJ SERIES OR APPROVED EQUAL)
(EJC-4)	2\" EXTERIOR EXPANSION JOINT WALL COVER. MATCH TO BRICK COLOR
(EPDM-1)	FULLY ADHERED EPDM ROOFING. 60 MIL MEMBRANE. 1/2\" COVER BOARD. 5\" MIN POLYISO INSULATION AND VAPOR BARRIER. (PRESTONE RUBBERGARD EPDM PLATINUM SYSTEM OR APPROVED EQUAL)
(HB)	HOSE BIB. SEE PLUMBING
(HMDF)	HOLLOW METAL DOOR AND FRAME (PNT-8)
(LDB)	LOADING DOCK BUMPER
(LDS)	LOADING DOCK SEAL
(LTFX)	LIGHTING FIXTURE. SEE ELEC.
(MCJ-1)	MASONRY CONTROL JOINT
(MEMB)	METAL EQUIPMENT MOUNTING BOLLARD
(MEQ)	MECHANICAL EQUIPMENT. SEE MECH.
(MF-1)	METAL FABRICATION - MECHANICAL SCREEN (PNT-8)
(MF-2A)	METAL FABRICATION - ROOF ACCESS STAIR - PAINT TO MATCH BRICK (PNT-8) BY 055113
(MTCF)	3/8\" GALV. STEEL PLATE CANOPY. WATER PROOF WELD AT JOINTS - PAINT TO MATCH BRICK (PNT-8)
(MTL-1)	COMPOSITE COPPER PANEL WITH CONCEALED FASTENING. INCLUDE FURRING, SUPPORTING ELEMENTS AND TRIM
(OCD-1)	OVERHEAD INSULATED COILING DOOR. MOTORIZED WITH CONTINUOUS HEAVY DUTY WEATHER SEAL
(OCGD)	OVERHEAD INSULATED COILING DOOR POLYCARBONATE LITES
(PCS-1)	PREFABRICATED WINDOW SILL. (ANCHORAGE REQUIRED- NOT SHOWN) MATCH TO BRICK COLOR
(RL-1)	EXTERIOR RAILING - 1 1/2\" x 1 1/2\" GALVANIZED STEEL BALUSTER W/ PERFORATED METAL PANEL RAILING (PNT-8) BY 055113
(SMF-1)	PREFINISHED FORMED METAL FLASHING. COLOR TO MATCH BRICK (PNT-8)
(WG-1)	WHEEL GUARD WALL PROTECTION

**HENNEPIN COUNTY  
MEDICAL EXAMINER  
FACILITY  
MINNETONKA, MN**



**HENNEPIN COUNTY**  
A 2208 GOVERNMENT CENTER,  
MINNEAPOLIS, MN 55415

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ARCHITECTURAL  
INTERIORS

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MCCLAREN, WILSON, & LAWRIE  
11798 N LAKERIDGE PKWY, ASHLAND, VA  
23005 T: 804-228-7473



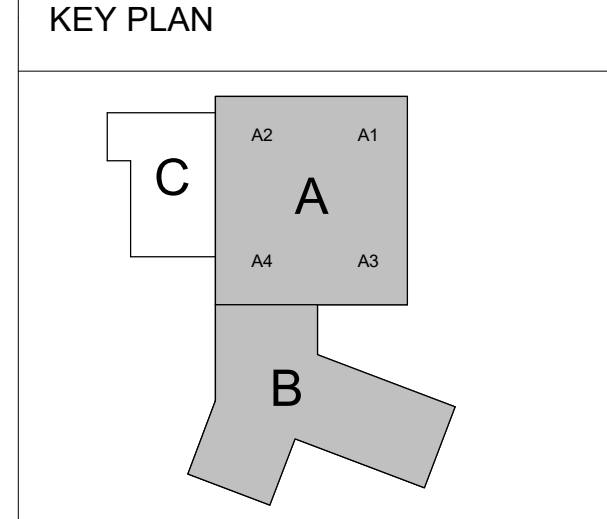
**ELAN DESIGN LAB**  
901 NORTH THIRD STREET, SUITE 120,  
MINNEAPOLIS, MN 55401 T: 612-260-7980

**DF/**

**LANDSCAPE ARCHITECTURE**  
DAMON FARBER  
401 SECOND AVE NORTH, SUITE 410,  
MINNEAPOLIS, MN 55401 T: 612-332-7522



**TELECOMMUNICATIONS ENGINEERING**  
TRUE NORTH CONSULTING  
140 THIRD STREET SOUTH, STILLWATER,  
MN 55082 T: 651-705-1231



**REVISIONS**

NO.	DESCRIPTION	DATE

**FILE LOG**

ACTIVITY	BY
Manager	T.PONERS
Design	S.ANDERSEN
Draw	YOK A.J.S.B
Check	A.SMITH

**NOT FOR CONSTRUCTION**

**HCM 95%  
CONSTRUCTION  
DOCUMENTS**

LAD Project No. 023-10155-025  
Henepin County Contract No. 4984A9  
Henepin County Project No. 1002306  
07/26/2019

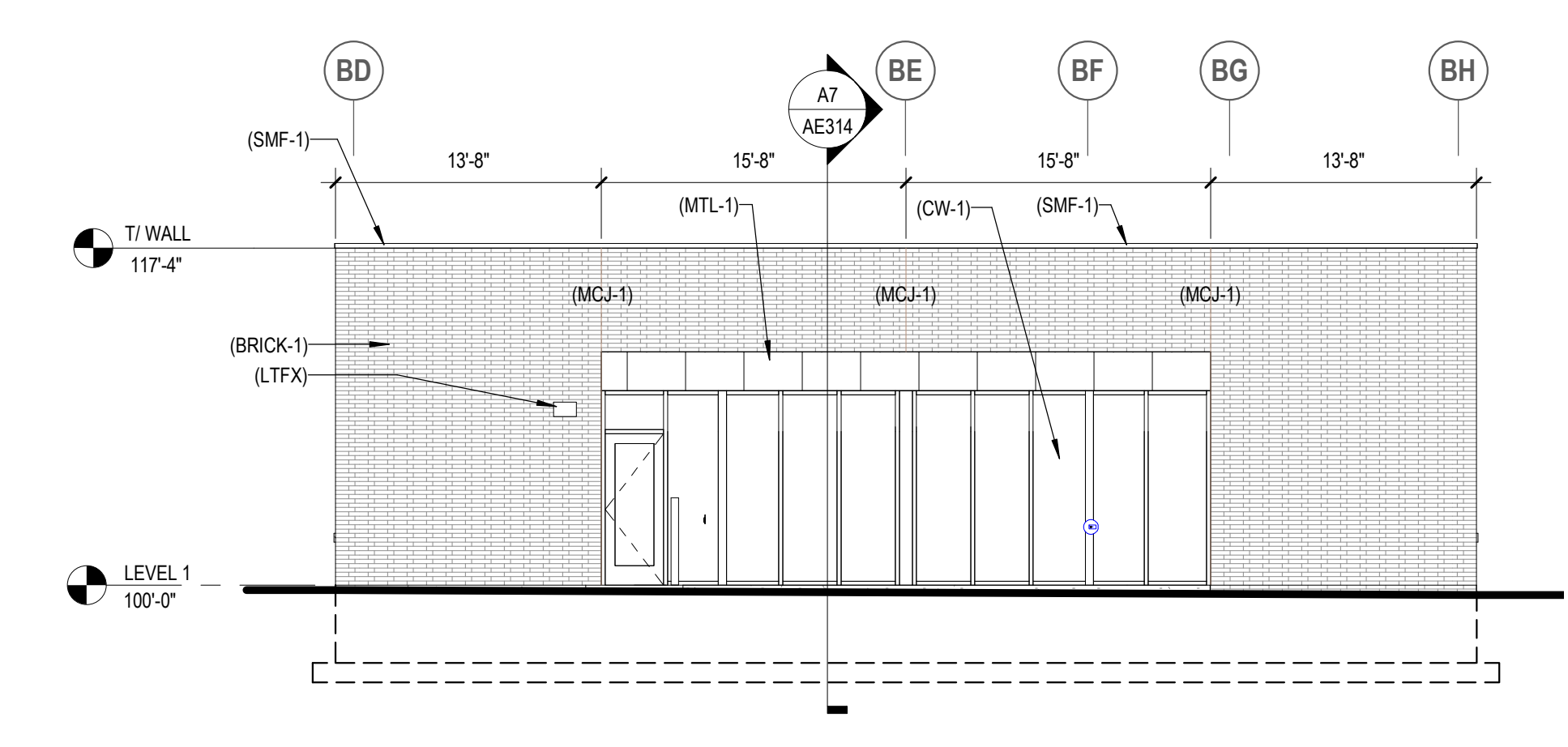
**EXTERIOR ELEVATIONS**

**AE202**

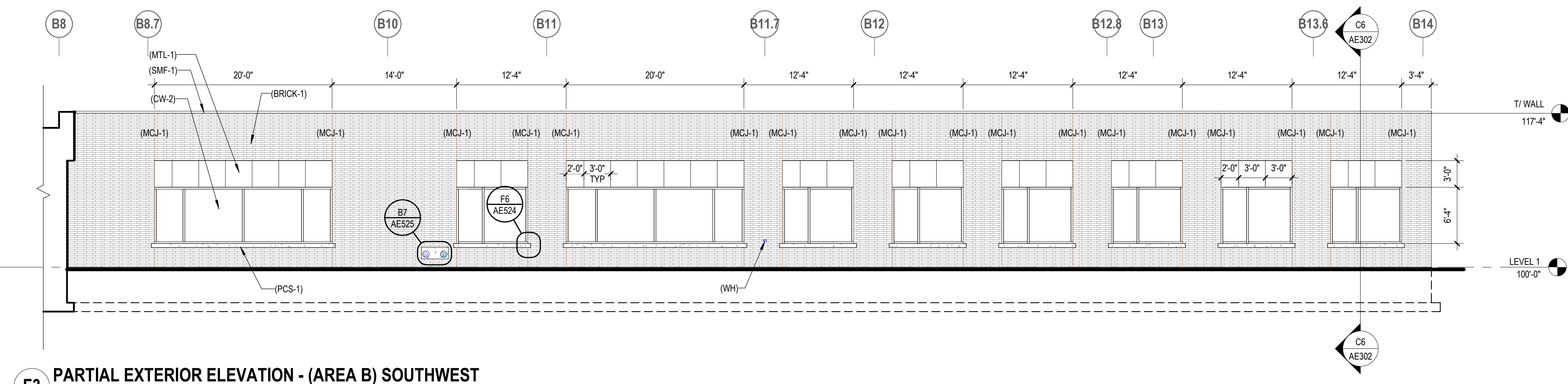
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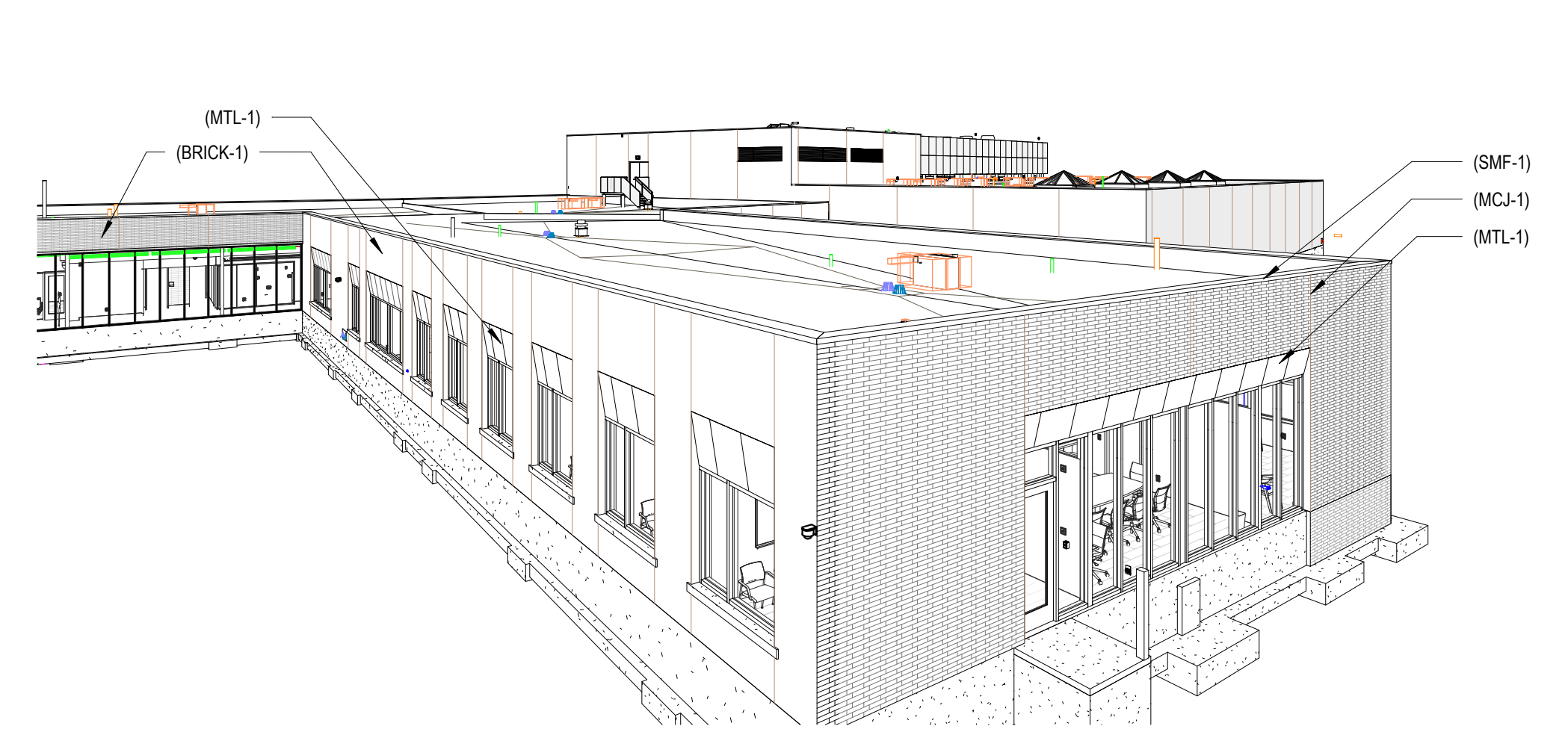




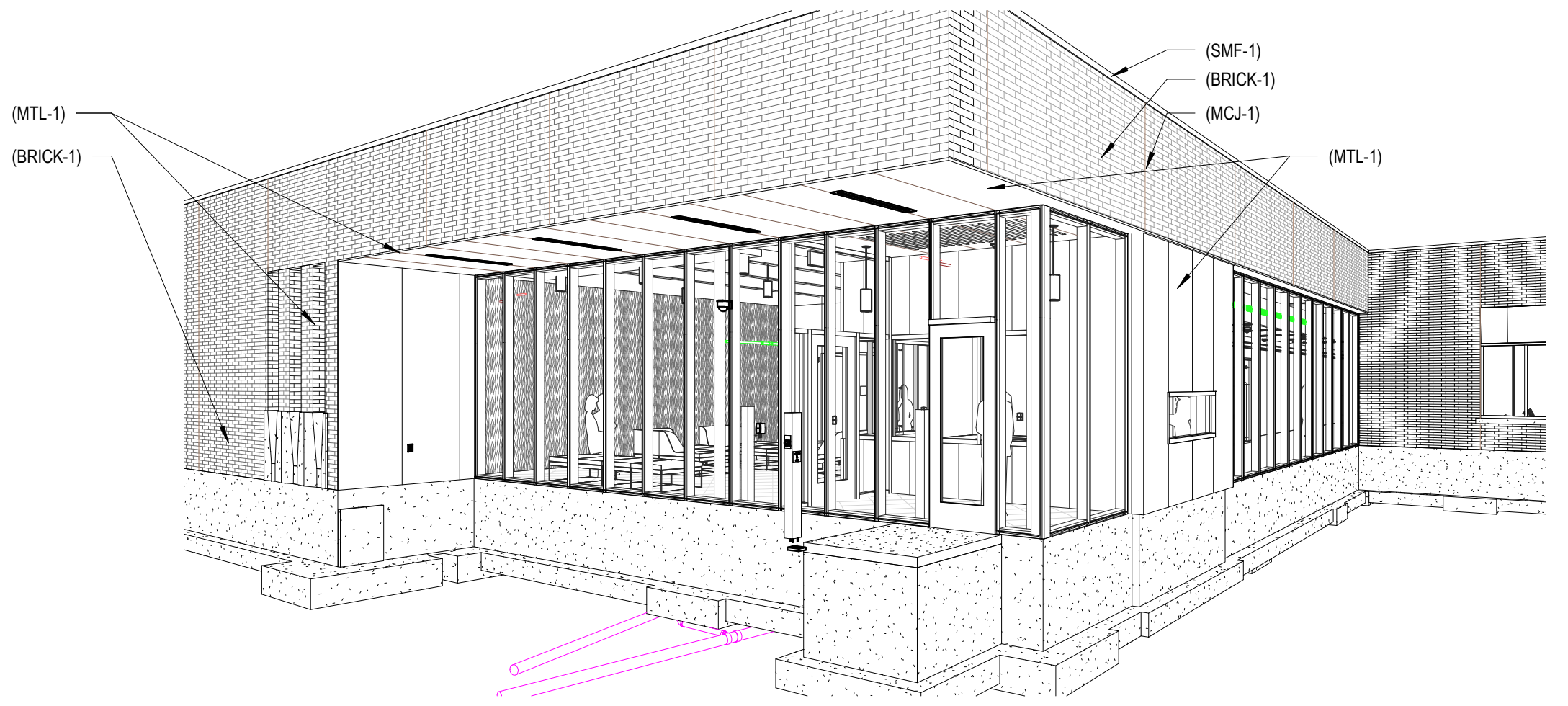
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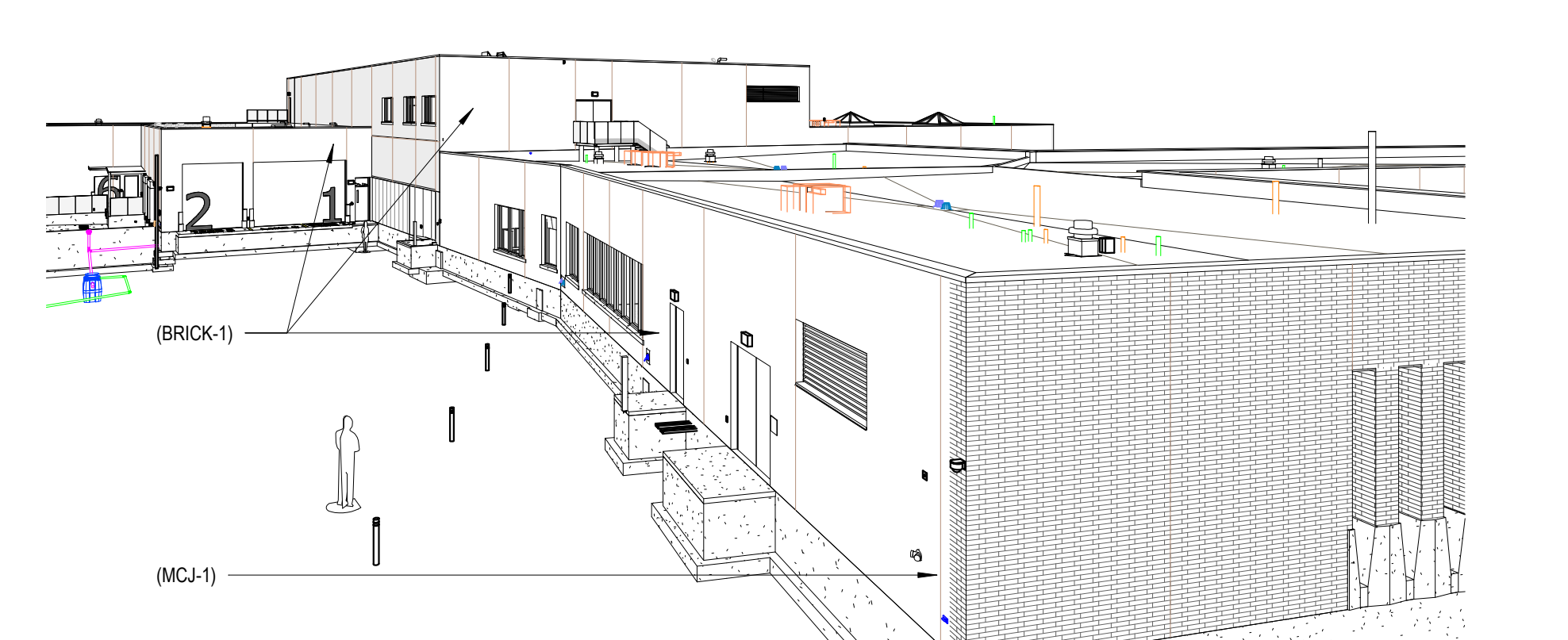
F3 PARTIAL EXTERIOR ELEVATION - (AREA B) SOUTHWEST  
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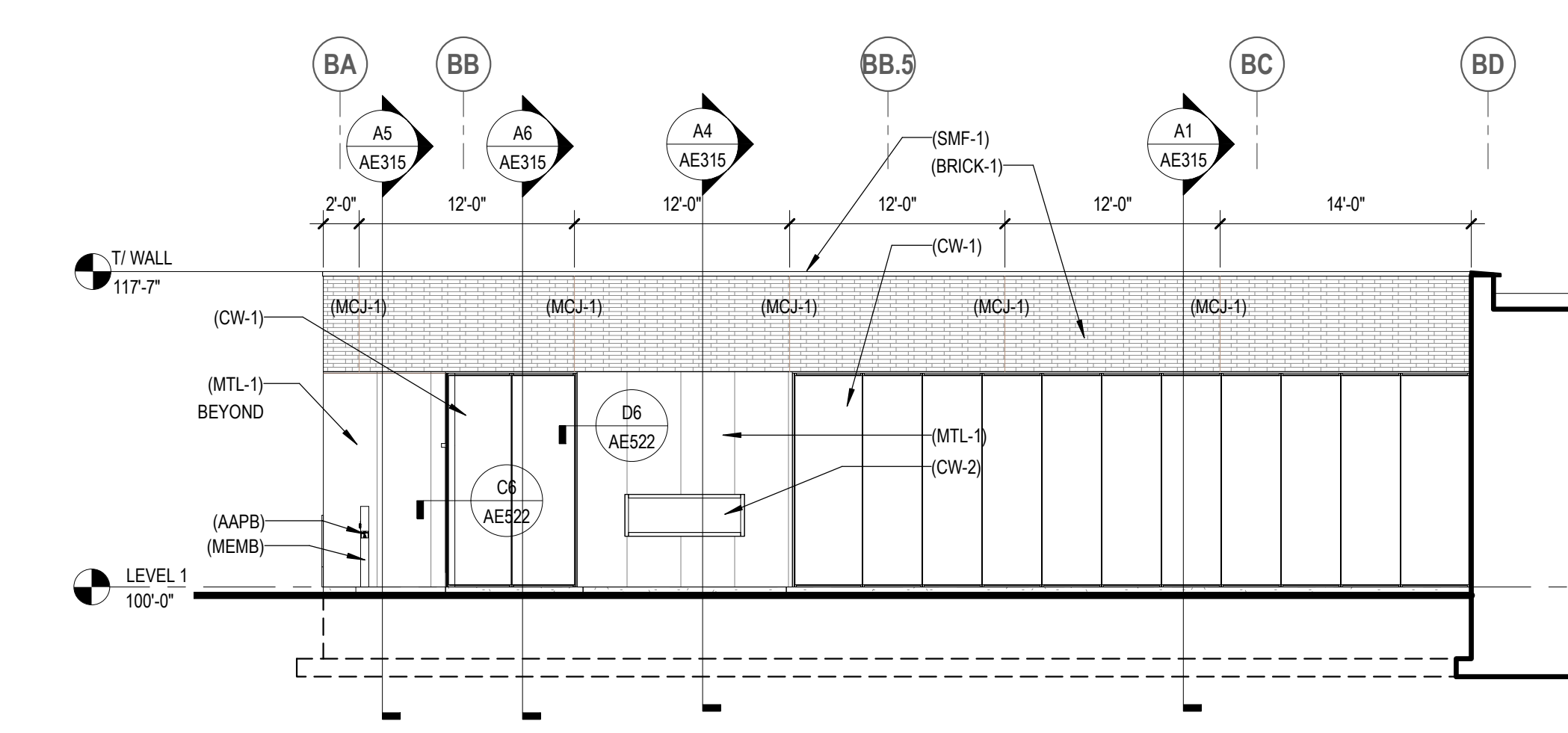
D1 SOUTHEAST CORNER VIEW - REFERENCE ONLY  
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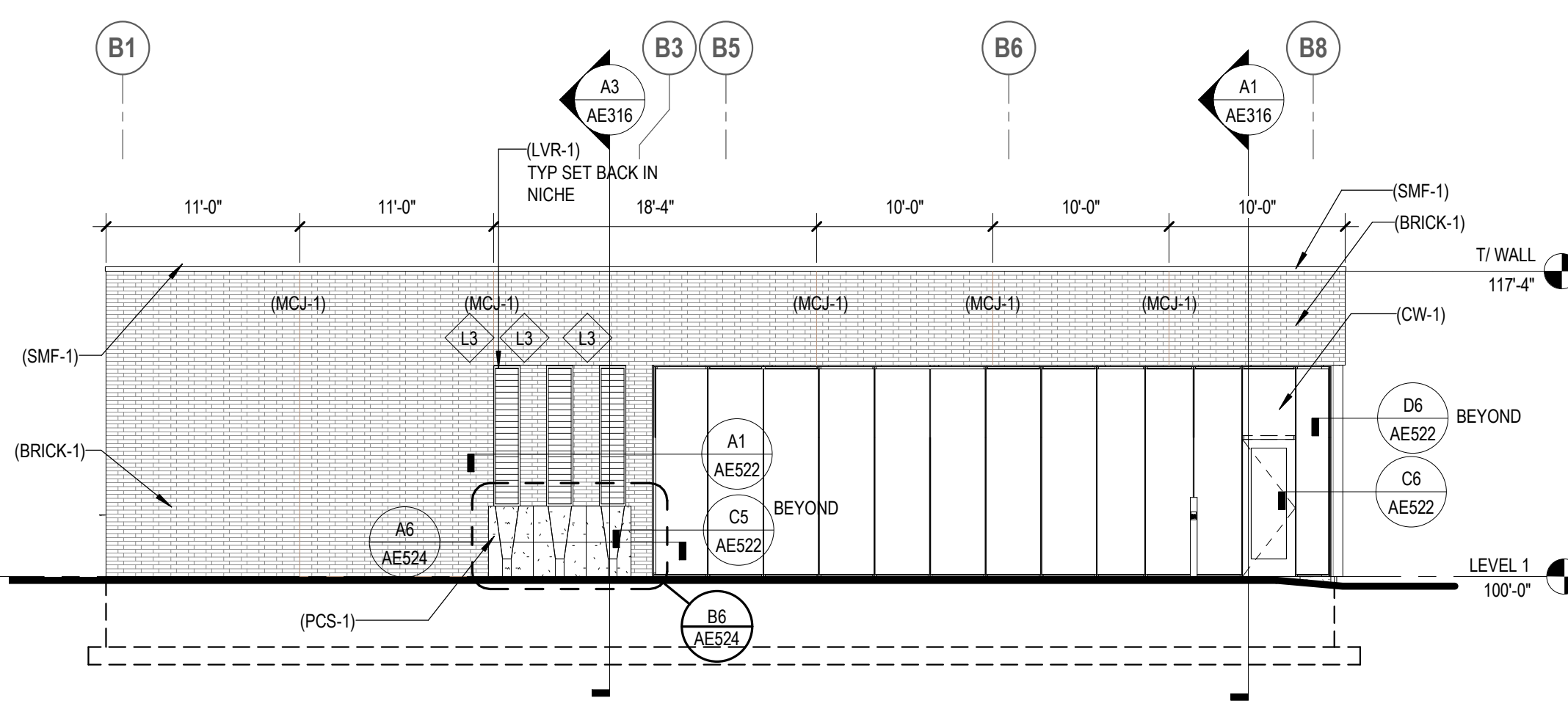
D3 PUBLIC ENTRANCE VIEW - REFERENCE ONLY  
SCALE:



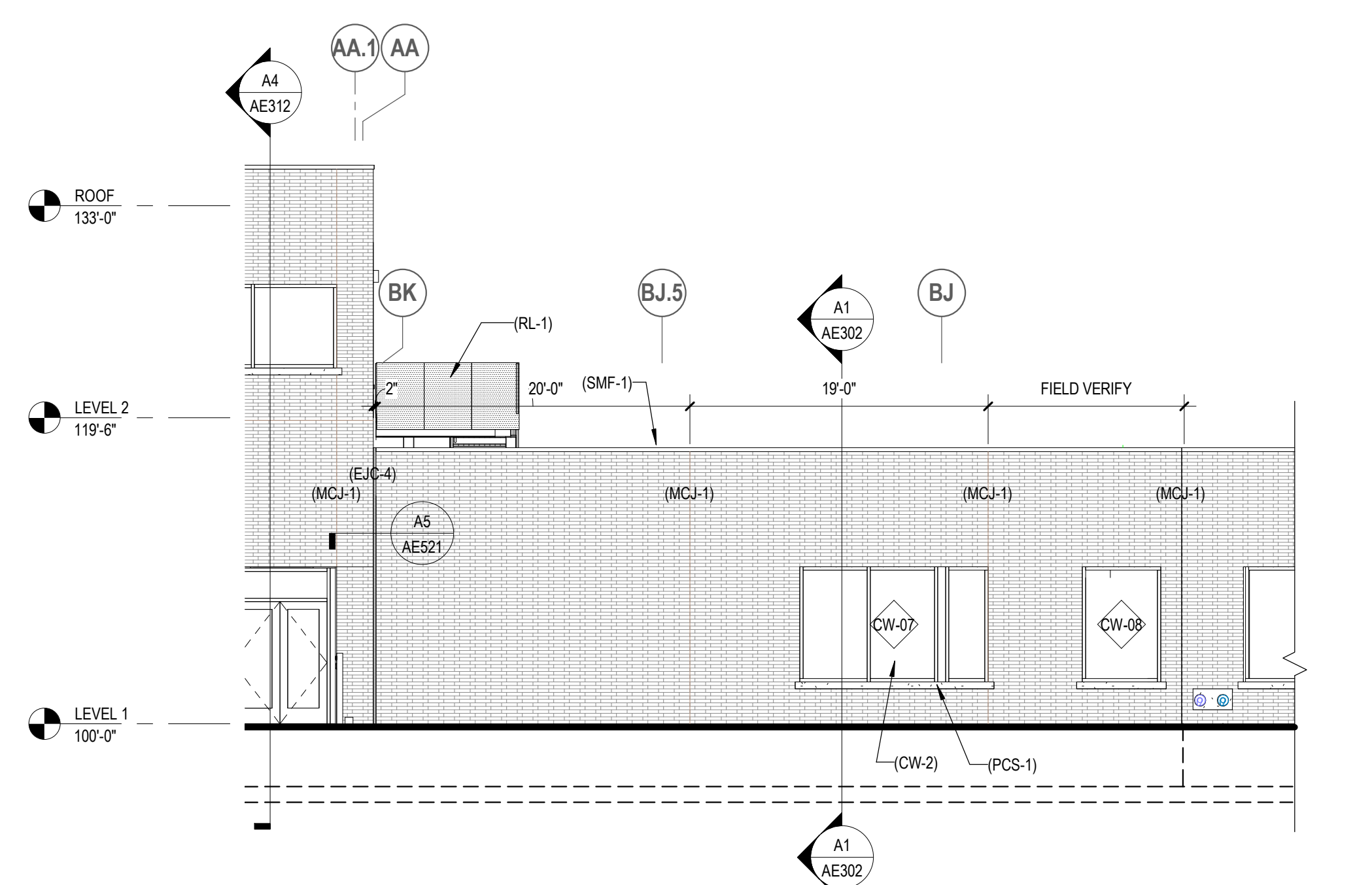
D6 SOUTHWEST CORNER VIEW - REFERENCE ONLY  
SCALE:



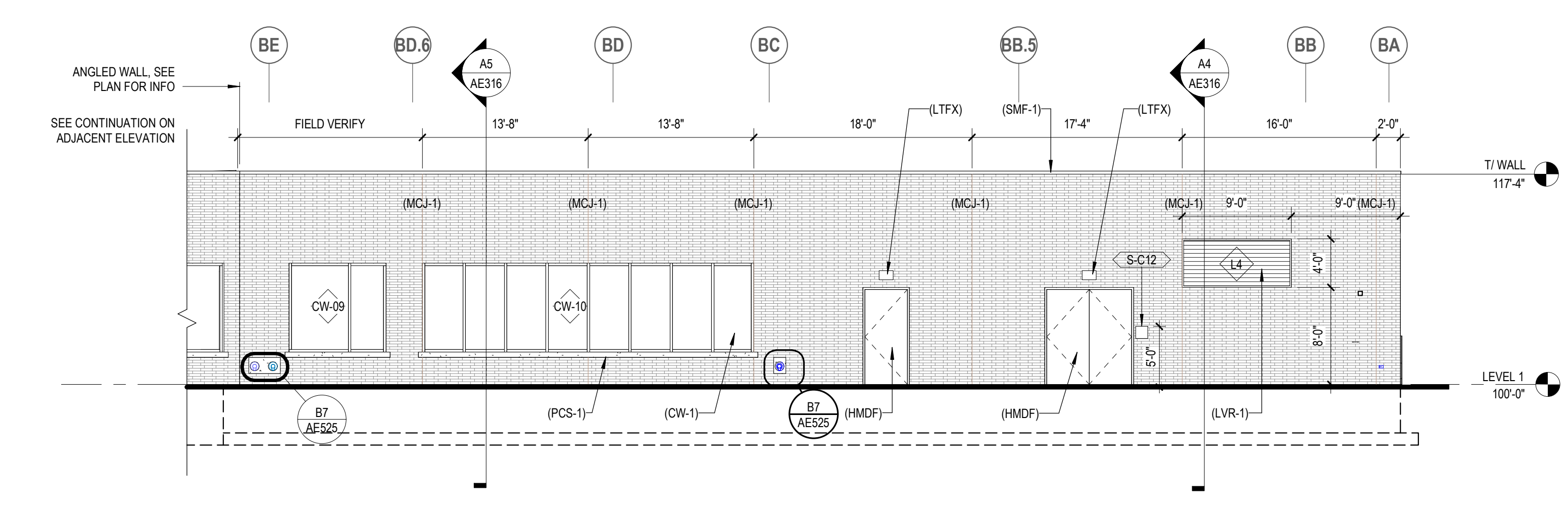
C1 PARTIAL EXTERIOR ELEVATION - (AREA B) SOUTHEAST  
SCALE: 1/8" = 1'-0"



C4 PARTIAL EXTERIOR ELEVATION - (AREA B) SOUTHWEST - PUBLIC ENTRANCE  
SCALE: 1/8" = 1'-0"



A1 PARTIAL EXTERIOR ELEVATION - (AREA B) WEST  
SCALE: 1/8" = 1'-0"



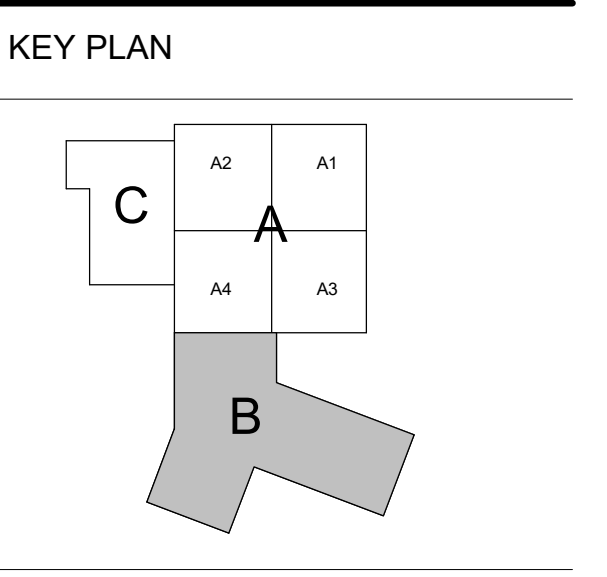
A3 PARTIAL EXTERIOR ELEVATION - (AREA B) NORTHWEST  
SCALE: 1/8" = 1'-0"

**GENERAL ELEVATION NOTES**

1. EXTERIOR SMT COLOR TO MATCH BRICK. CUSTOM COLOR AS REQ'D.
2. PAINT STL LINTELS TO MATCH BRICK. SEE SPEC.
3. BRICK WALL ELEVATIONS SHOW INTENT ONLY. BRICK SUPPLIER TO COORDINATE ALL SIZES, CONFIGURATIONS, OPENINGS AND CONTROL JOINTS.
4. PAINT VISIBLE INTERIOR SURFACES OF EXTERIOR LOUVERS BLACK.
5. ALL MECHANICAL ITEMS ON WALL SURFACE SHOW INTENT ONLY. MECH CONTRACTOR COORDINATE W/ ARCHITECT PRIOR TO INSTALL. SEE MECH DRAWINGS FOR ADDITIONAL INFO.
6. ALL ELECTRICAL ITEMS ON WALL SURFACE SHOW INTENT ONLY. ELEC. CONTRACTOR COORDINATE W/ ARCHITECT PRIOR TO INSTALL. SEE ELEC DRAWINGS FOR ADDITIONAL INFO.
7. EXTERIOR LOUVERS TO BE PAINTED CUSTOM COLOR TO MATCH BRICK.

**KEYNOTE LEGEND**

Key Value	Keynote Text
(AAPB)	ADA ACTUATOR PUSH BUTTON
(BRICK-1)	FACE BRICK ( 3 5/8" X 2 1/4" X 11 5/8")
(CW-1)	THERMALLY BROKEN SSG CURTAINWALL FINISH SYSTEM - PREFINISHED
(CW-2)	THERMALLY BROKEN CURTAINWALL FINISH SYSTEM - PREFINISHED
(EJC-4)	2" EXTERIOR EXPANSION JOINT WALL COVER, MATCH TO BRICK COLOR.
(HMDF)	HOLLOW METAL DOOR AND FRAME (PNT-8)
(LTPX)	LIGHTING FIXTURE, SEE ELEC.
(LVR-1)	4" DRAINABLE ALUMINUM LOUVER WITH SCREEN AND MOUNTING ACCESSORIES BLANK OFF AS APPLICABLE
(MCJ-1)	MASONRY CONTROL JOINT
(MEMB)	METAL EQUIPMENT MOUNTING BOLLARD
(MTL-1)	COMPOSITE COPPER PANEL WITH CONCEALED FASTENING, INCLUDE FURRING, SUPPORTING ELEMENTS AND TRIM
(PCS-1)	PRECAST WINDOW SILL, (ANCHORAGE REQUIRED- NOT SHOWN) MATCH TO BRICK COLOR.
(RL-1)	EXTERIOR RAILING - 1 1/2" X 1 1/2" GALVANIZED STEEL BALLUSTER W/ PERFORATED METAL PANEL RAILING (PNT-6) BY 055113
(SMF-1)	PREFINISHED FORMED METAL FLASHING, COLOR TO MATCH BRICK (PNT-8)
(WH)	WALL HYDRANT, SEE MECH



REVISIONS

NO.	DESCRIPTION	DATE

FILE LOG

ACTIVITY	BY
Manager	T.PONERS
Design	S.ANDERSEN
Draw	YOK, A.S, R.B
Check	A.SMITH

STAMP

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CONSTRUCTION**

HCM 95%  
CONSTRUCTION  
DOCUMENTS

LAD Project No. 023-10155-025  
Hennepin County Contract No. 4984A9  
Hennepin County Project No. 1002306  
07/26/2019





**DEMOLITION NOTES**

- BACKGROUND INFORMATION AND TOPOGRAPHIC SURVEY TAKEN FROM SURVEY PERFORMED BY HENNEPIN COUNTY RESIDENT AND REAL ESTATE SERVICES SURVEY DIVISION, MINNESOTA ON SEPTEMBER 31 2018 EXPRESSLY FOR THIS PROJECT. ELAN DESIGN LAB CANNOT GUARANTEE THE ACCURACY OR COMPLETENESS OF THIS INFORMATION. VERIFY ALL FIELD CONDITIONS AND UTILITY LOCATIONS PRIOR TO EXCAVATION/CONSTRUCTION. IF ANY DISCREPANCIES OR UNKNOWN UTILITIES ARE FOUND THAT IMPACT DESIGN OR IMPAIR CONSTRUCTION, THE ENGINEER AND OWNER SHOULD BE IMMEDIATELY NOTIFIED.
- CONTRACTOR SHALL BRING ANY CHANGED OR UNFORESEEN CONDITIONS THAT COULD RESULT IN ADDITIONAL COST TO THE ATTENTION OF THE OWNER AND ENGINEER AS SOON AS THEY ARE DISCOVERED SO THAT THEY CAN BE PROPERLY DOCUMENTED. FAILURE TO NOTIFY OR COVERING UN-WITNESSED WORK SHALL RESULT IN REJECTION OF CLAIMS FOR ADDITIONAL COMPENSATION.
- PROTECT ALL STRUCTURES AND LANDSCAPE NOT LABELED FOR DEMOLITION FROM DAMAGE DURING CONSTRUCTION. ANY ON-SITE OR OFF-SITE AREAS DISTURBED DIRECTLY OR INDIRECTLY DUE TO CONSTRUCTION SHALL BE RETURNED TO A CONDITION EQUAL TO OR BETTER THAN THE EXISTING CONDITION. CONTRACTOR IS SOLELY RESPONSIBLE FOR ANY CIVIL PENALTIES RESULTING FROM THEIR WORK UNDER THIS CONTRACT.
- LIMIT CONSTRUCTION ACTIVITIES TO THE CONSTRUCTION LIMITS SHOWN ON THE PLAN. IF WORK NEEDS TO EXTEND TO PUBLIC STREETS IT IS THE CONTRACTOR'S RESPONSIBILITY TO APPLY FOR ALL PERMITS. PREPARE ALL DRAWINGS AND PAY ALL FEES AND COSTS. ALL CONSTRUCTION ACTIVITIES SHALL COMPLY WITH LOCAL ORDINANCES.
- SILT FENCE, CONSTRUCTION ENTRANCE AND FIBER LOGS SHALL BE IN PLACE PRIOR TO COMMENCEMENT OF DEMOLITION OPERATIONS. SEE SHEET CG200 SERIES FOR ALL EROSION CONTROL MEASURES AND APPROPRIATE STAGING.
- PROVIDE NECESSARY BARRICADES, SUFFICIENT LIGHTS, SIGNS AND OTHER TRAFFIC CONTROL METHODS AS MAY BE NECESSARY FOR THE PROTECTION AND SAFETY OF THE PUBLIC AND MAINTAIN THROUGHOUT THE LIFE OF THE PROJECT.
- EXISTING MATERIALS SHALL BE REMOVED FROM THE SITE IN ACCORDANCE WITH ALL LOCAL, COUNTY, STATE AND FEDERAL REQUIREMENTS. ABATEMENT OF ANY MATERIALS DETERMINED BY THE ENVIRONMENTAL ENGINEER TO BE HAZARDOUS SHALL BE REMOVED IN ACCORDANCE WITH APPROPRIATE REQUIREMENTS.
- REMOVE ALL EXISTING SURFACE SITE FEATURES INCLUDING, BUT NOT LIMITED TO, CONCRETE AND BITUMINOUS PAVING, CONCRETE AND BITUMINOUS CURBS, WALKWAYS, FENCING, RETAINING WALLS, SCREEN WALLS, CONCRETE APRONS, SITE LIGHTING AND RELATED FOUNDATIONS, SITE SPECIFIC SIGNAGE AND RELATED FOUNDATIONS, BOLLARDS, LANDSCAPING, AND STAIRWAYS WITHIN THE CONSTRUCTION LIMITS UNLESS NOTED OTHERWISE.
- COORDINATE WITH ALL PRIVATE UTILITY OWNERS FOR THE TERMINATION OF EXISTING ELECTRIC, TELEPHONE, CATV, ETC. SERVICES TO THE SITE. RE-USE OF ANY EXISTING SERVICES TO BE AT THE DISCRETION OF THE UTILITY OWNER.
- RELOCATION OF UTILITIES SHALL BE COORDINATED WITH THE LOCAL UTILITY COMPANIES. ELECTRIC HANDHOLES, PULLBOXES, POWERPOLES, GUYNES, AND STRUCTURES DISTURBED BY CONSTRUCTION ACTIVITIES TO BE RESTORED IN ACCORDANCE WITH SPECIFIC OWNER REQUIREMENTS AT CONTRACTORS EXPENSE.
- REFER TO LANDSCAPE PLANS LD100 TO LD102 FOR TREE PRESERVATION AND REMOVAL PLANS FOR EXTENT OF TREE REMOVAL.

**LEGEND**

- REMOVE BUILDING
- REMOVE BITUMINOUS
- REMOVE CONCRETE
- REMOVE TREES & VEGETATION  
SEE TREE PRESERVATION AND REMOVAL PLAN
- CONSTRUCTION LIMITS

**NEW REGIONAL MEDICAL EXAMINER FACILITY**  
MINNETONKA, MN

**Hennepin**  
**HENNEPIN COUNTY**  
A 2208 GOVERNMENT CENTER  
300 SOUTH 6TH STREET  
MINNEAPOLIS, MN 55487  
COUNTY PROJECT NO. 1002306

**LEO A DALY**  
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**TRUE NORTH CONSULTING**  
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**KEY PLAN**

**REVISIONS**

NO.	DESCRIPTION	DATE

**FILE LOG**

ACTIVITY	BY
Manager	ME
Design	LSB
Draw	JT
Check	JL

**STAMP**

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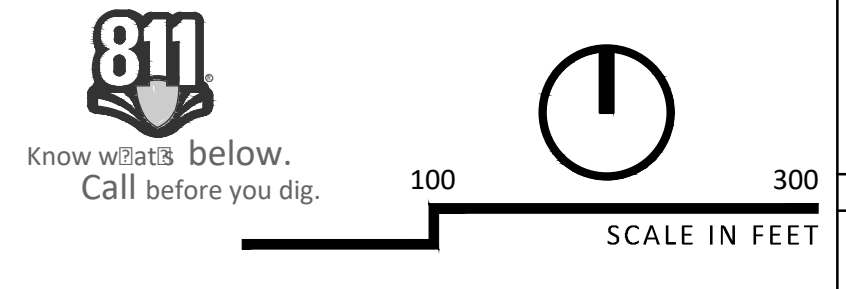
CIT: 000 MITT: 000

ELAN Project No. 00 D18010  
08/15/2019

**OVERALL DEMOLITION PLAN**

**CD100**

**A1 OVERALL DEMOLITION PLAN**  
1" = 100'



CIT: 000 MITT: 000



**DEMOLITION NOTES**

1. SEE SHEET CD100 FOR DEMOLITION NOTES AND LEGEND.

NEW REGIONAL  
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PROJECT NO.: 0000000001  
E: 01011101  
M: 01101101  
T: 01101101



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**REVISIONS**

NO.	DESCRIPTION	DATE

**FILE LOG**

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Manager	MB
Design	MB
Draw	IT
Check	LD

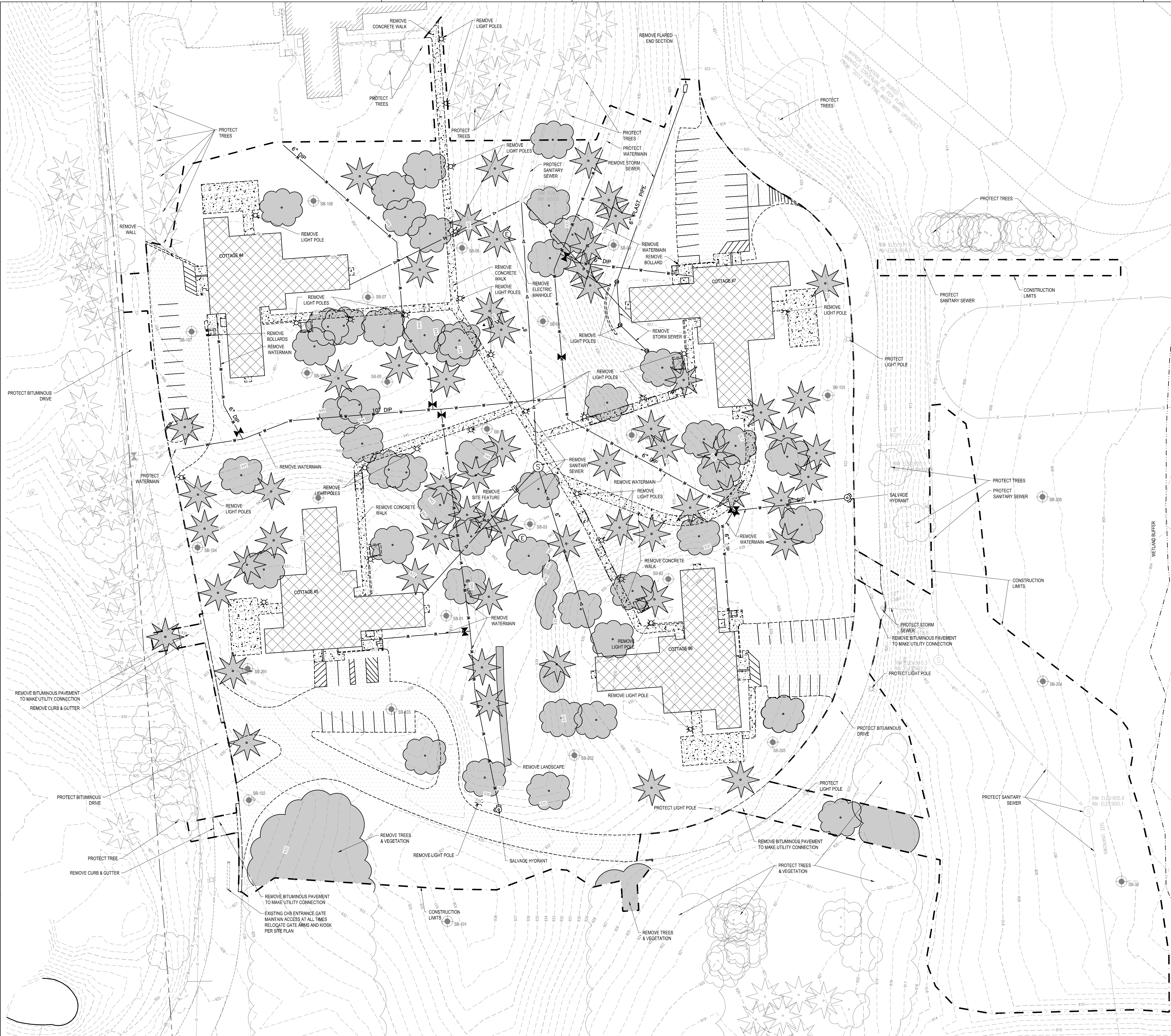
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City of Minneapolis

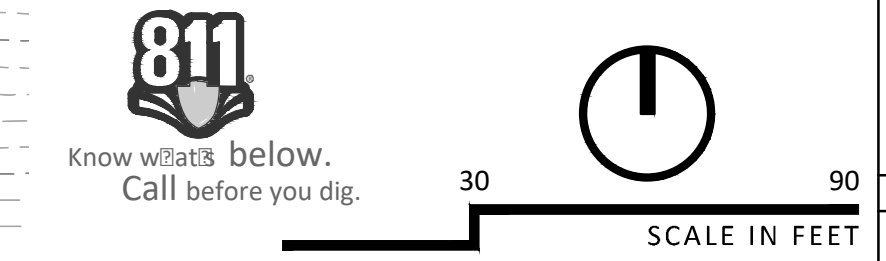
ELAN Project No. D18010  
08/15/2019

DEMOLITION PLAN

CD101



**A1** DEMOLITION PLAN  
1" = 30'

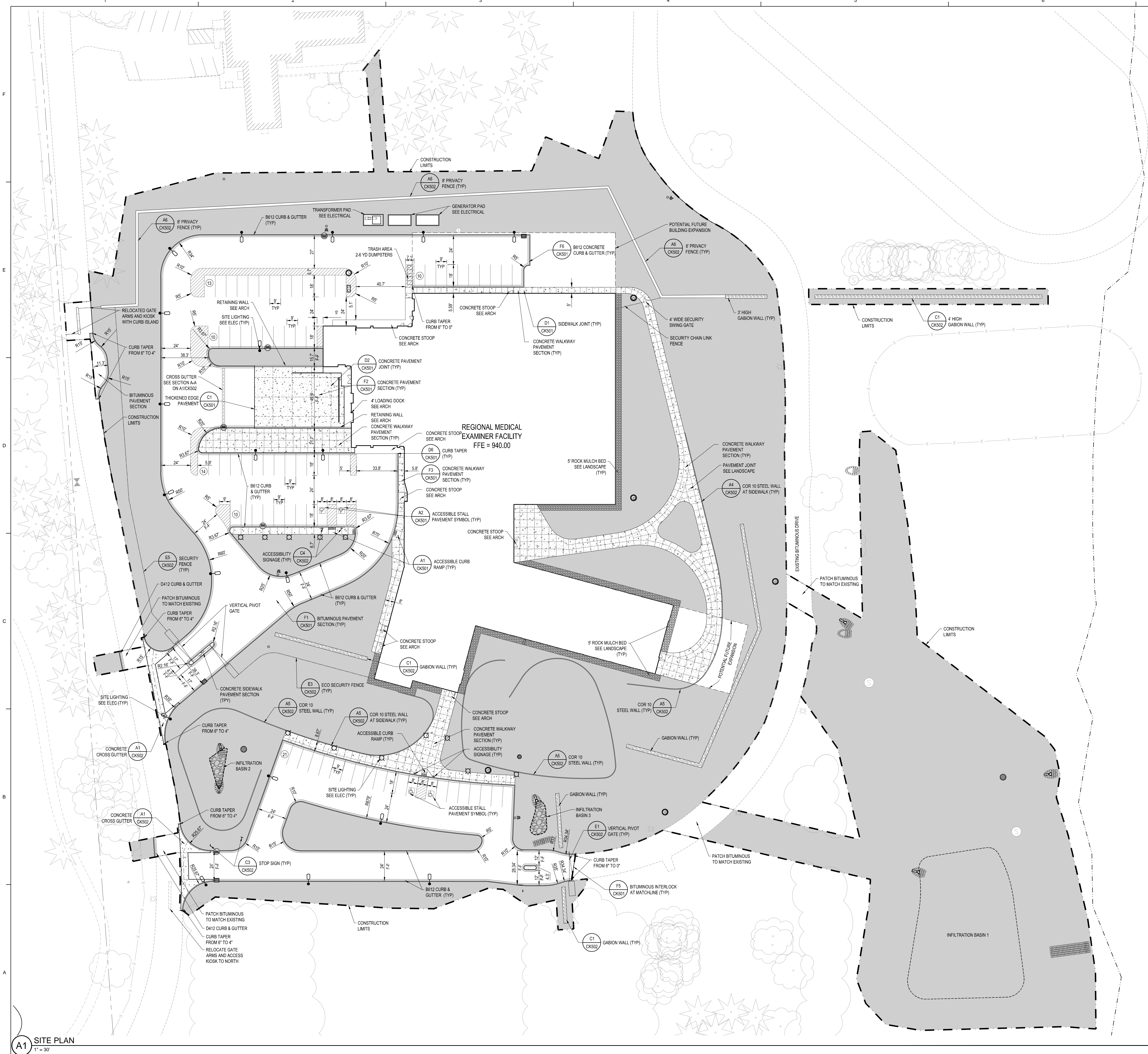


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SITE PLAN NOTES  
1. SEE SHEET CS100 FOR SITE PLAN NOTES, SUMMARY AND LEGEND.

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KEY PLAN

NO.	DESCRIPTION	DATE

REVISIONS

NO.	DESCRIPTION	DATE

FILE LOG

ACTIVITY	BY
Manager	ME
Design	LD
Draw	LT
Check	LD

STAMP

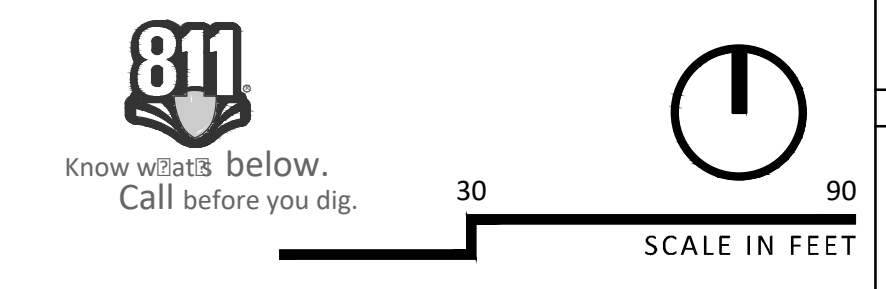
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08/15/2019

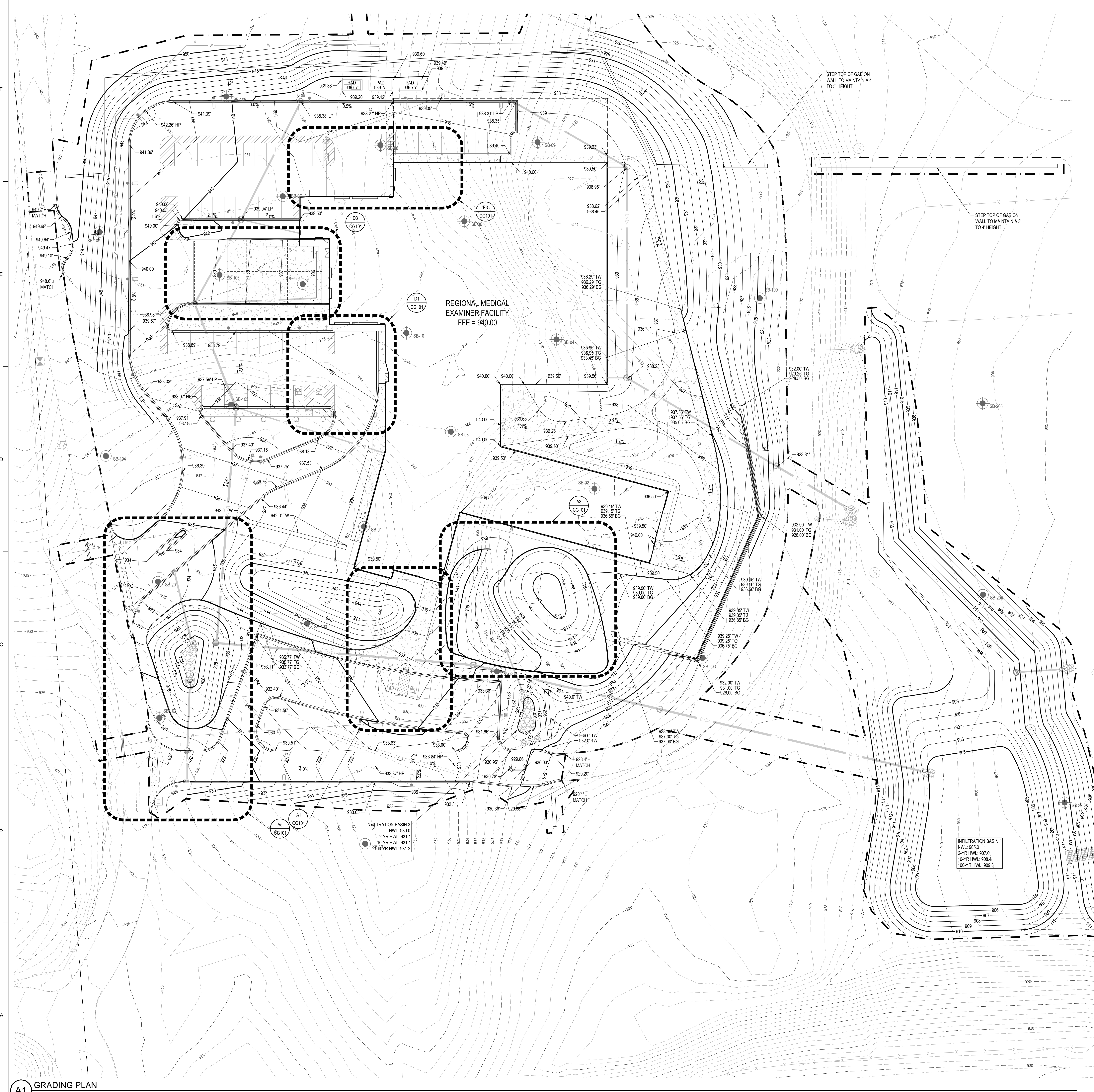
SITE PLAN

**CS101**

**A1 SITE PLAN**  
1" = 30'







**A1 GRADING PLAN**  
1" = 30'

### GRADING NOTES

- VERIFY ALL FIELD CONDITIONS AND UTILITY LOCATIONS PRIOR TO EXCAVATION/CONSTRUCTION. IF ANY DISCREPANCIES OR UNKNOWN UTILITIES ARE FOUND THAT IMPACT DESIGN OR IMPAIR CONSTRUCTION, THE ENGINEER AND OWNER SHOULD BE IMMEDIATELY NOTIFIED.
- ALL WORK TO COMPLY WITH CURRENT MINNESOTA DEPARTMENT OF TRANSPORTATION (MNDOT) STANDARD SPECIFICATIONS FOR CONSTRUCTION UNLESS NOTED.
- FOLLOW ALL RECOMMENDATIONS PRESENTED IN GEOTECHNICAL EVALUATION REPORT PREPARED BY INTERTEK PSI, EAGAN, MN.
- SIDEWALLS SHALL BE RETAINED BENCHMARK OR SLOPED TO PROVIDE SAFE WORKING CONDITIONS. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR ASSESSING THE STABILITY OF AND EXECUTING PROTECTIVE EXCAVATIONS USING SAFE METHODS. THE CONTRACTOR IS ALSO RESPONSIBLE FOR NAMING THE "COMPETENT INDIVIDUAL" AS PER SUBPART P OF 29 CFR 1926.6 (FEDERAL REGISTER - OSHA).
- CONTRACTOR IS RESPONSIBLE FOR THE DESIGN OF SOIL, UTILITY AND BUILDING RETENTION SYSTEMS.
- PAVEMENT: SEE DETAILS F1, F2 AND F3 ON SHEET C&K501 FOR PAVEMENT SECTIONS.
- SEE SHEET CUI01 STORM SEWER INFORMATION.
- RELOCATE BENCHMARKS AS NECESSARY WITH NEW BENCHMARK LOCATIONS WITHIN A TOLERANCE OF 0.010 VERTICAL FEET.
- THE PROPOSED GRADES SHOWN ON THE GRADING PLAN ARE FINISHED GRADES. SPOT ELEVATIONS ALONG CURB LINES REPRESENT THE FINISHED GRADE UNLESS OTHERWISE NOTED.
- GRADING ACTIVITY WHICH BLOCKS TRAFFIC OF ANY STREET, ALLEY, OR DRIVE IS SUBJECT TO APPROVAL BY THE CITY OF MINNETONKA.
- SIDEWALK CROSS-SLOPES SHALL NOT EXCEED 2.0%.
- IN AREAS WHERE NEW FILL IS TO BE PLACED ON SLOPING GROUND, BENCHING THE SURFACE SHALL BE COMPLETED PRIOR TO PLACING THE FILL. BENCHING SHALL BE COMPLETED WHERE SLOPES ARE STEEPER THAN 4:1 (HORIZONTAL/VERTICAL).
- ALL GRADES WITHIN THE LANDSCAPED AREA SHALL NOT EXCEED 4 HORIZONTAL TO 1 VERTICAL UNLESS OTHERWISE NOTED.
- SEE SHEET CG201 FOR THE SEDIMENTATION AND EROSION CONTROL PLAN.
- SEED ALL NON BUILDING AND NON PAVEMENT AREAS FOLLOWING FINAL GRADING ACTIVITIES PER THE LANDSCAPE PLANS.
- PROVIDE POSITIVE DRAINAGE AT ALL TIMES WITHIN THE CONSTRUCTION AREA. DO NOT ALLOW WATER TO POND IN EXCAVATION AREAS AND MAINTAIN ALL EXISTING DRAINAGE PATTERNS.
- THE CONTRACTOR SHALL BE RESPONSIBLE TO COMPLY WITH ALL OSHA REGULATIONS IN THE EXECUTION OF WORK UNDER THIS CONTRACT.
- REFER TO LANDSCAPE PLANS FOR AREAS TO RECEIVE PERMANENT SEED, SOIL, TREES, AND SHRUBS, ETC.
- THE CONTRACTOR SHALL ADJUST TO GRADE ALL UTILITY STRUCTURES AND APPURTENANCES THAT FALL WITHIN THE LIMITS OF THIS CONTRACT. THE CONTRACTOR SHALL KEEP ALL SAID EXISTING UTILITIES AND THEIR APPURTENANCES FREE OF DEBRIS AND OPERABLE AT ALL TIMES DURING CONSTRUCTION.
- THE CONTRACTOR SHALL VERIFY THE STRUCTURAL INTEGRITY OF EXISTING STORM STRUCTURES AT THE NEW PIPE TIE-INS FOLLOWING THE REMOVAL OF EXISTING PIPE AND CREATION OF NEW PIPE OPENINGS. CONTACT THE ENGINEER IF THE EXISTING STRUCTURES ARE STRUCTURALLY UNSTABLE.
- SEE DETAILS C1 & C3 ON SHEET C&K21 FOR PIPE BEDDING.
- ALL GRADES WITHIN THE LANDSCAPED AREA SHALL NOT EXCEED 4 HORIZONTAL TO 1 VERTICAL AND HAVE A MINIMUM GRADE OF 2% UNLESS OTHERWISE NOTED. GRADED SWALES MUST HAVE A MINIMUM BOTTOM SLOPE OF 0.5%.
- ALL PAVEMENT GRADES SHALL BE AS FOLLOWS:  
ASPHALT PAVEMENT - 1.5% MINIMUM, 5% MAXIMUM  
CONCRETE PAVEMENT - 1% MINIMUM, 5% MAXIMUM

### LEGEND

- WETLAND
- CONCRETE PAVEMENT
- MINOR PROPOSED CONTOUR
- MAJOR PROPOSED CONTOUR
- MINOR EXISTING CONTOUR
- MAJOR EXISTING CONTOUR
- WETLAND BUFFER
- STORM SEWER
- MATCH EXISTING
- HIGH POINT
- LOW POINT
- TOP OF CURB
- RETAINING WALL TOP GRADE
- RETAINING WALL BOTTOM GRADE
- TOP OF WALL ELEVATION

### NPDES AREA SUMMARY

	EXISTING	PROPOSED
IMPERVIOUS BUILDING	0.67 ACRES	1.558 ACRES**
PAVEMENT	1.283 ACRES	2.092 ACRES
<b>TOTAL IMPV</b>	<b>1.940 ACRES</b>	<b>3.650 ACRES</b>
PERVIOUS	6.766 ACRES	5.128 ACRES
<b>TOTAL</b>	<b>8.706 ACRES</b>	<b>8.778 ACRES</b>

\*\*BUILDING TOTAL INCLUDES THE NORTH AND EAST FUTURE ADDITIONS WHICH EQUAL 0.278 ACRES

**NEW REGIONAL MEDICAL EXAMINER FACILITY**  
MINNETONKA, MN

**HENNEPIN COUNTY**  
A 2208 GOVERNMENT CENTER  
300 SOUTH 6TH STREET  
MINNEAPOLIS, MN 55487  
COUNTY PROJECT NO. 1002306

**LEO A DALY** INCORPORATED 1892

1110 1/2 E CONDO E O RTE 100  
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**KEY PLAN**

NO.	DESCRIPTION	DATE

**REVISIONS**

NO.	DESCRIPTION	DATE

**FILE LOG**

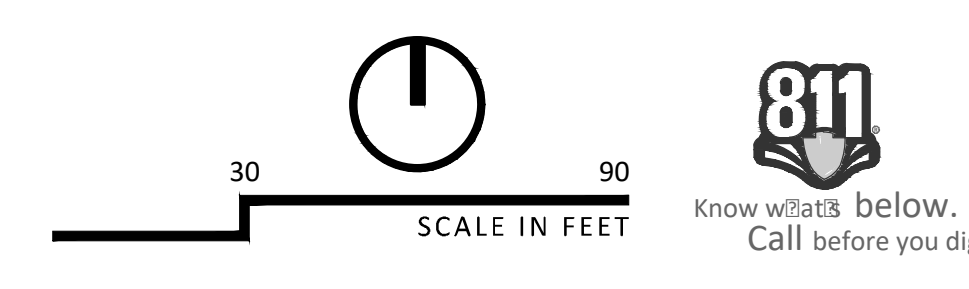
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GRADING PLAN

CIT 000 MITT 00

**CG101**



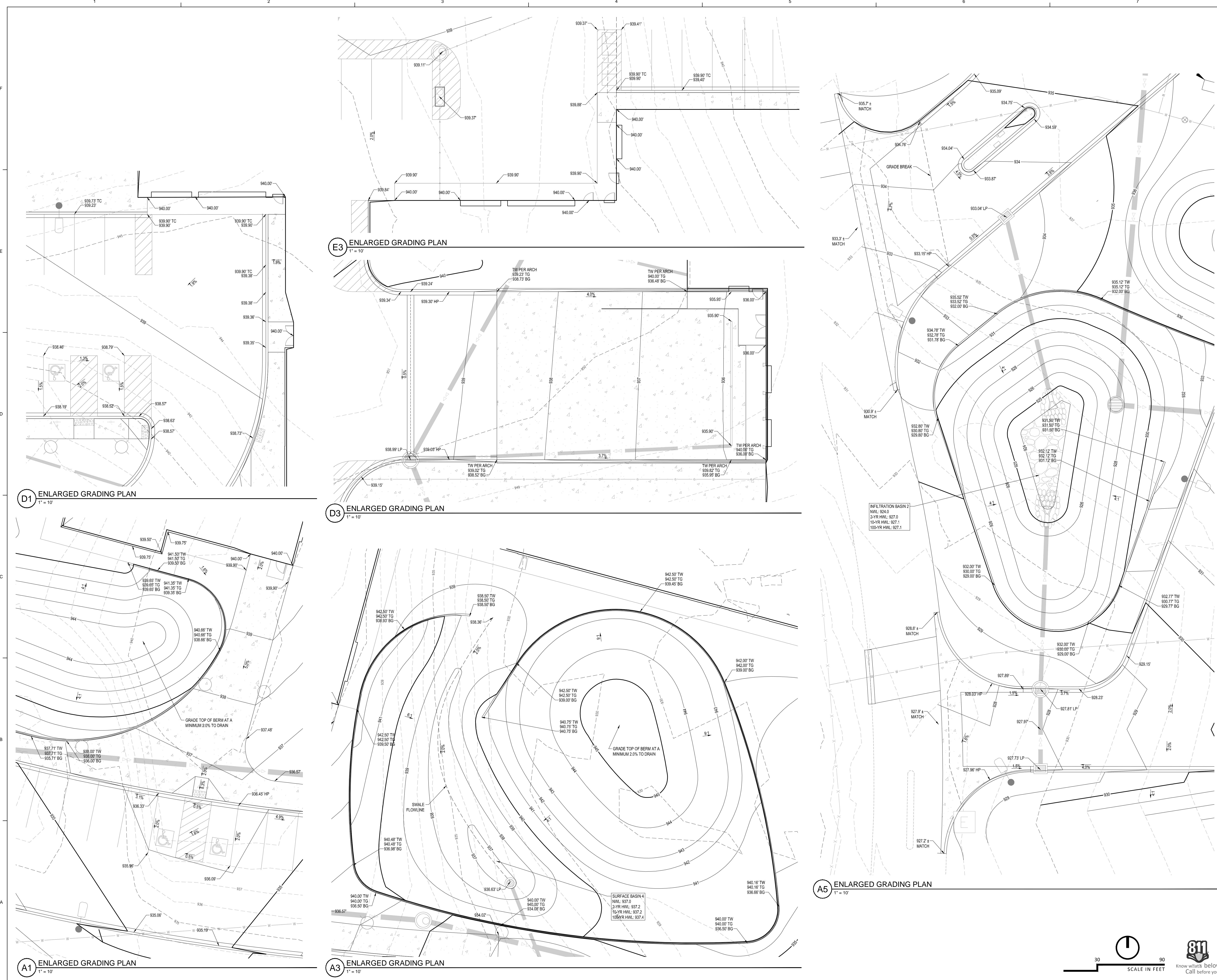












**NEW REGIONAL MEDICAL EXAMINER FACILITY**  
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KEY PLAN

REVISIONS

NO.	DESCRIPTION	DATE

FILE LOG

ACTIVITY	BY	DATE
Manager		
Design		
Draw		
Check		

**NOT FOR CONSTRUCTION**

CITY OF MINNETONKA

ELAN Project No. || D18010  
08/15/2019

**ENLARGED GRADING PLANS**

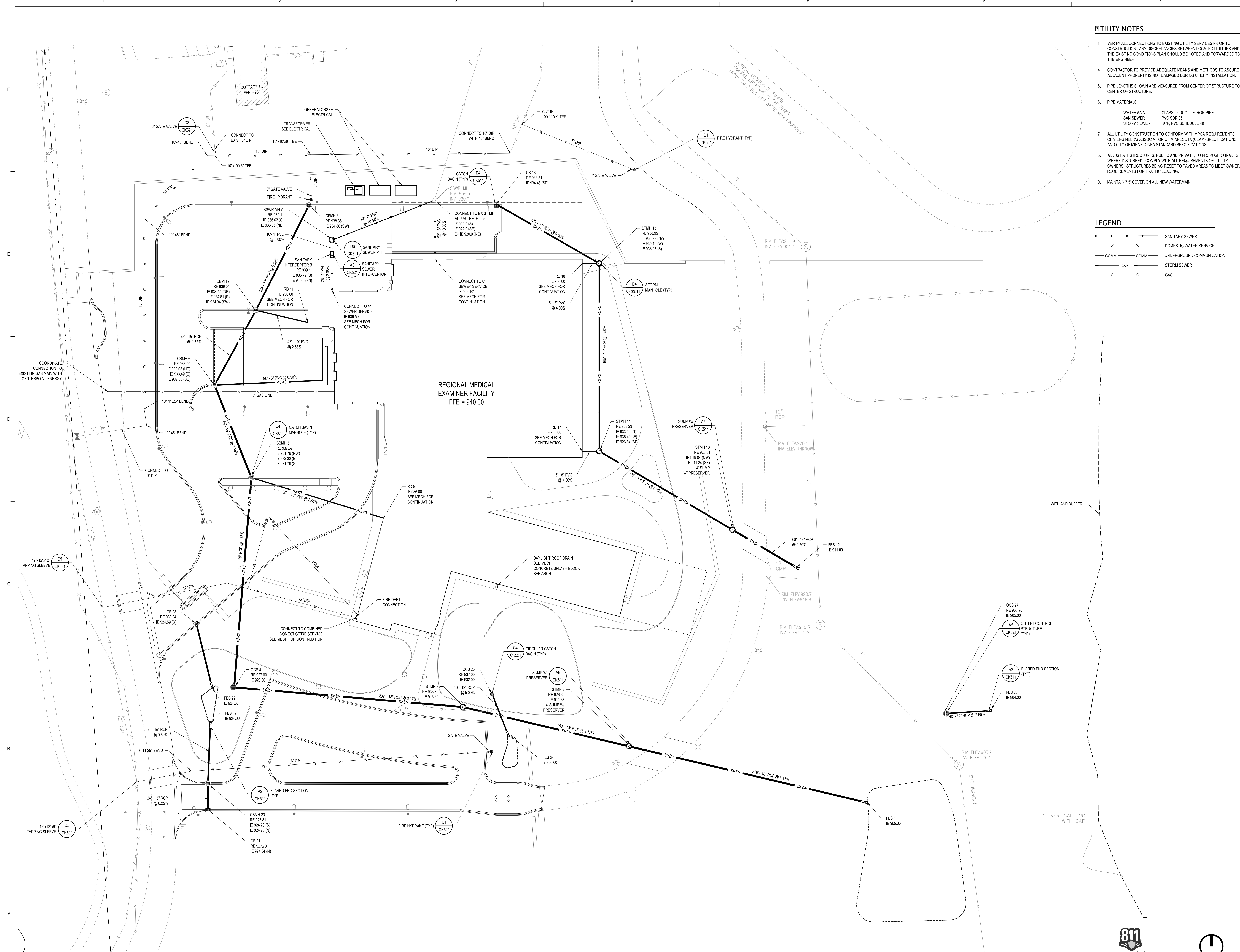
**CG401**

SCALE IN FEET Know what's below. Call before you dig.

Call before you dig.

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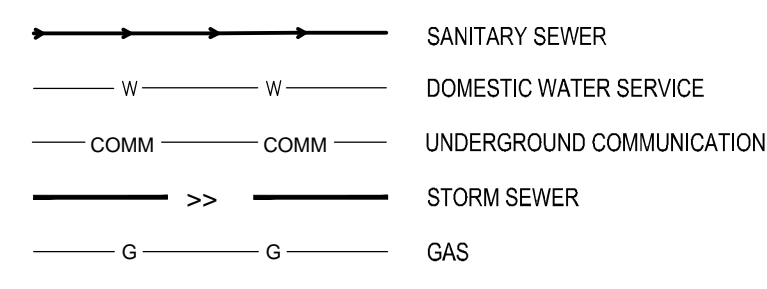




**TILITY NOTES**

1. VERIFY ALL CONNECTIONS TO EXISTING UTILITY SERVICES PRIOR TO CONSTRUCTION. ANY DISCREPANCIES BETWEEN LOCATED UTILITIES AND THE EXISTING CONDITIONS PLAN SHOULD BE NOTED AND FORWARDED TO THE ENGINEER.
2. CONTRACTOR TO PROVIDE ADEQUATE MEANS AND METHODS TO ASSURE ADJACENT PROPERTY IS NOT DAMAGED DURING UTILITY INSTALLATION.
3. PIPE LENGTHS SHOWN ARE MEASURED FROM CENTER OF STRUCTURE TO CENTER OF STRUCTURE.
4. PIPE MATERIALS:  
WATERMAIN CLASS 52 DUCTILE IRON PIPE  
SAN SEWER PVC SDR 35  
STORM SEWER RCP, PVC SCHEDULE 40
5. ALL UTILITY CONSTRUCTION TO CONFORM WITH MPCA REQUIREMENTS, CITY ENGINEER'S ASSOCIATION OF MINNESOTA (CEAM) SPECIFICATIONS, AND CITY OF MINNETONKA STANDARD SPECIFICATIONS.
6. ADJUST ALL STRUCTURES, PUBLIC AND PRIVATE, TO PROPOSED GRADES WHERE DISTURBED. COMPLY WITH ALL REQUIREMENTS OF UTILITY OWNERS. STRUCTURES BEING RESET TO PAVED AREAS TO MEET OWNERS REQUIREMENTS FOR TRAFFIC LOADING.
7. MAINTAIN 7.5' COVER ON ALL NEW WATERMAIN.

**LEGEND**



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140 THIRD STREET SOUTH  
STILLWATER, MN 55082 T: 651-705-1231

**KEY PLAN**

**REVISIONS**

NO.	DESCRIPTION	DATE
1	REVISED CITY SUBMITTAL	08/15/2019

**FILE LOG**

ACTIVITY	BY
Manager	ME
Design	SB
Draw	IT
Check	LD

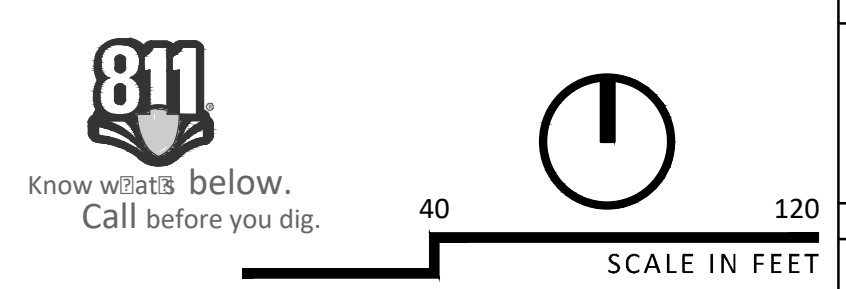
**NOT FOR CONSTRUCTION**

CITY OF MINNETONKA

ELAN Project No. D18010  
08/15/2019

OVERALL TILITY PLAN

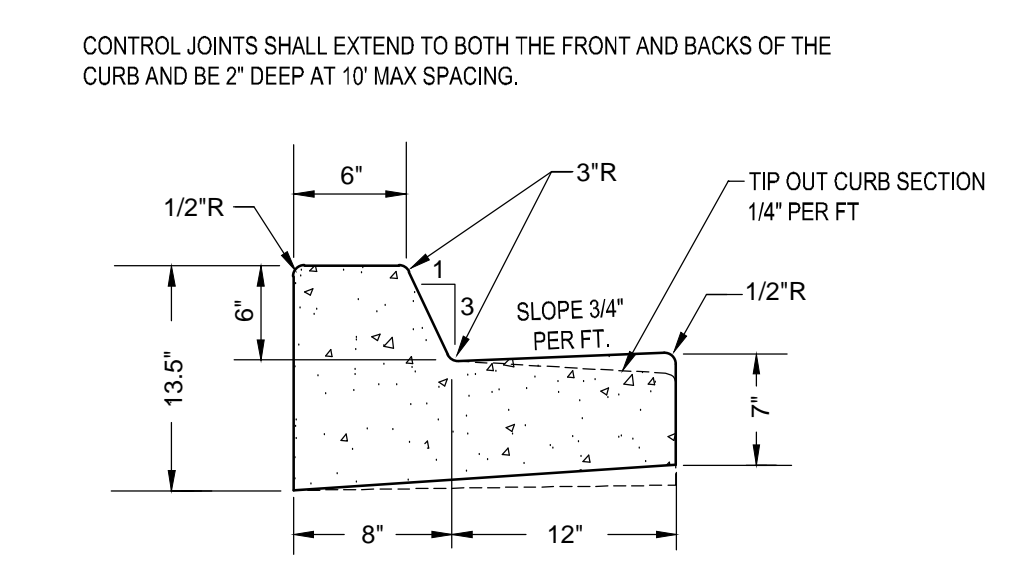
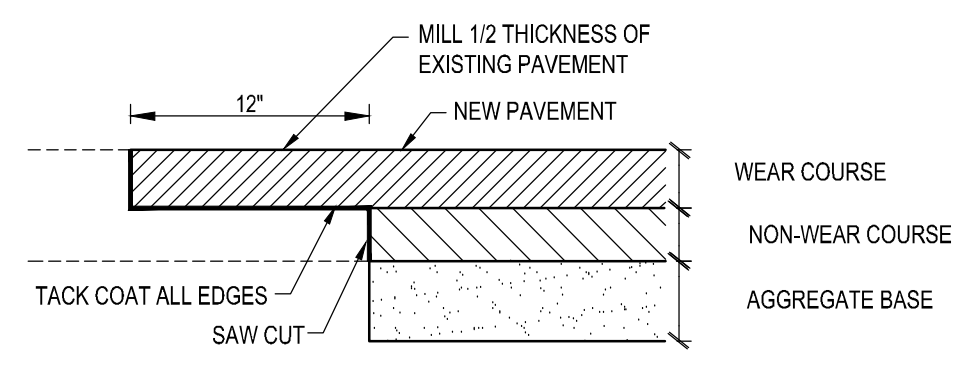
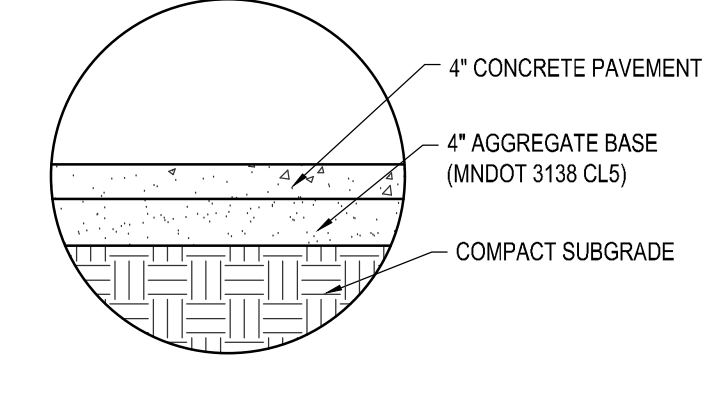
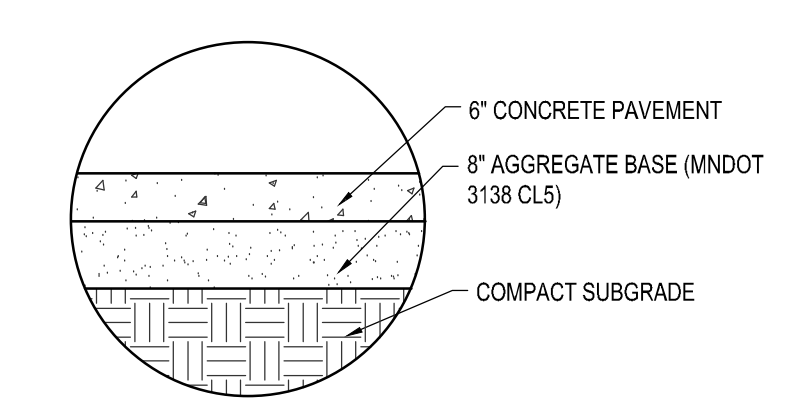
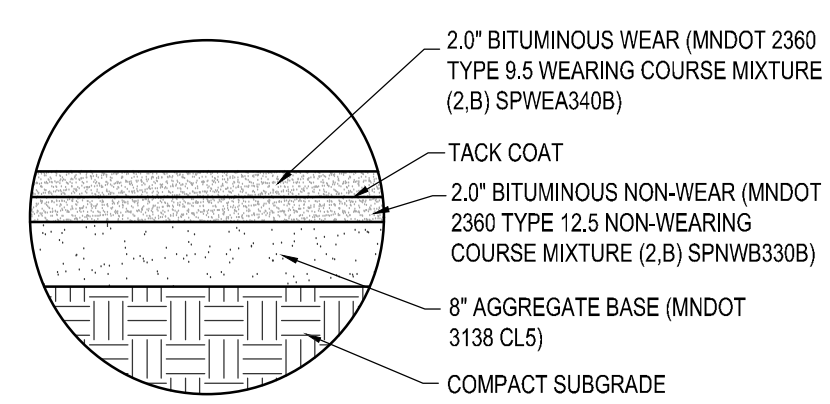
**CU101**



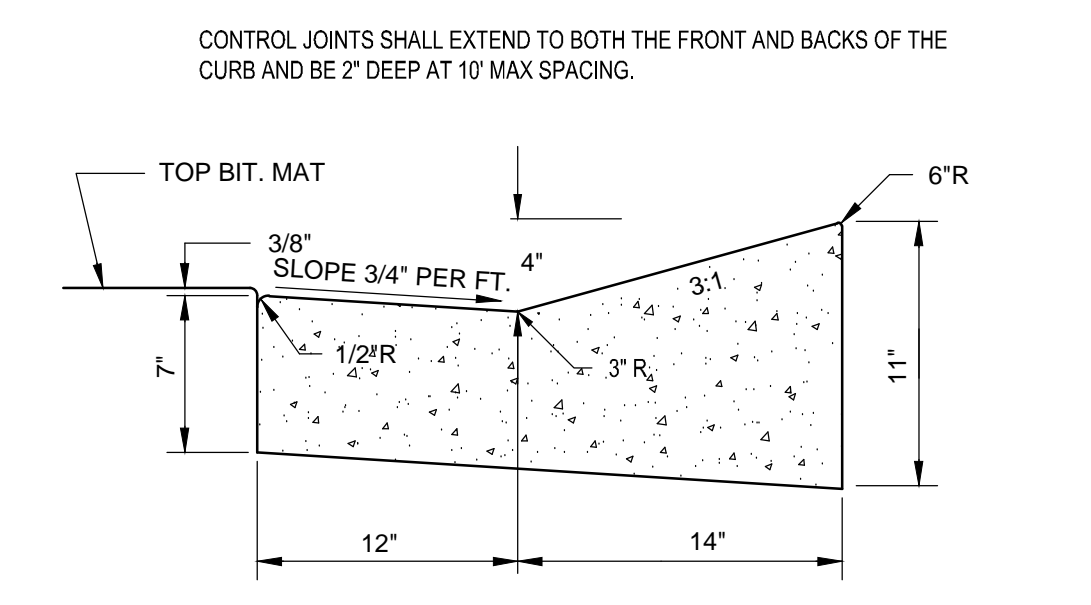
**1 OVERALL UTILITY PLAN**  
1" = 40'

CITY OF MINNETONKA

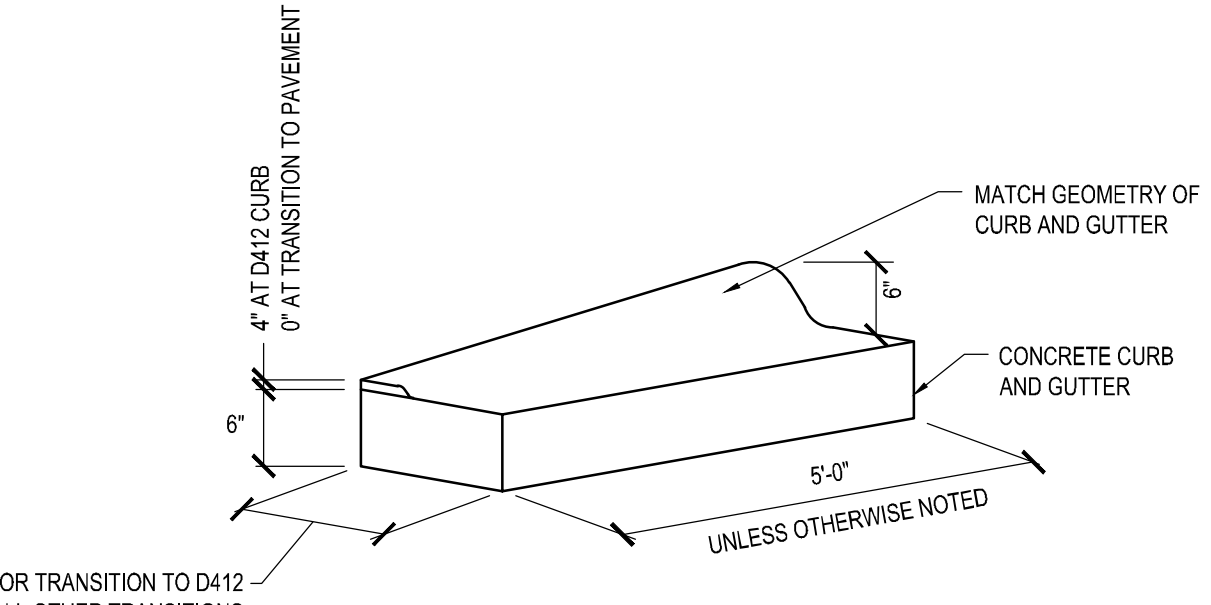




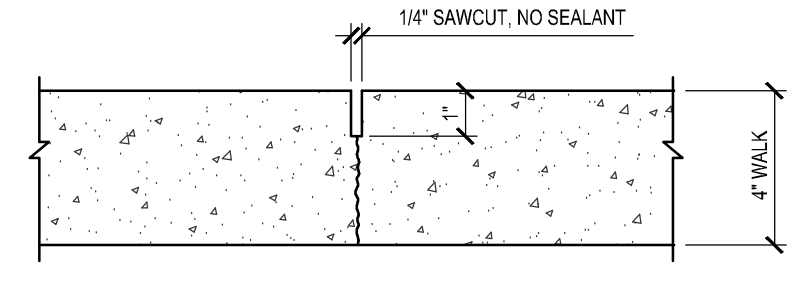
F6 B612 CONCRETE CURB & GUTTER NO SCALE



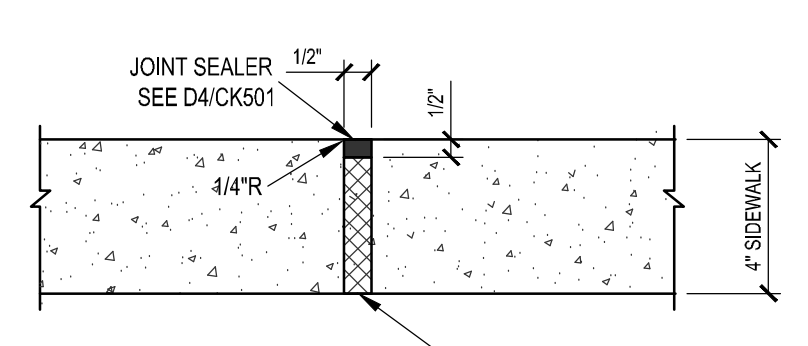
E6 D412 CONCRETE CURB & GUTTER NO SCALE



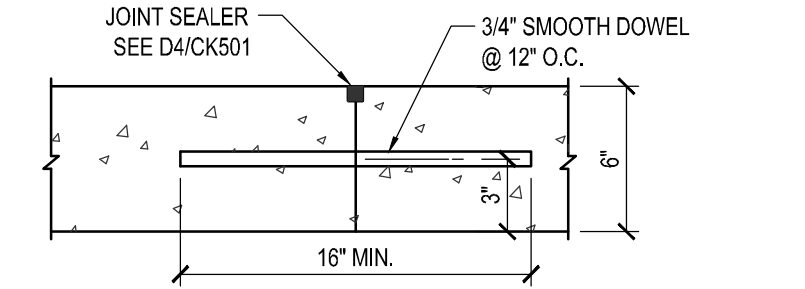
D6 CURB TAPER NO SCALE



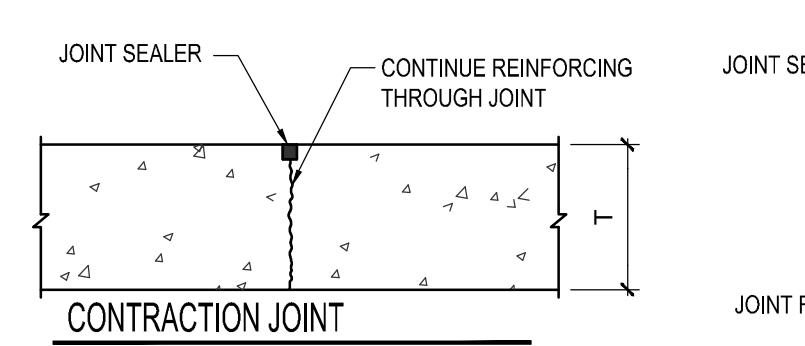
D1 SIDEWALK JOINT NO SCALE



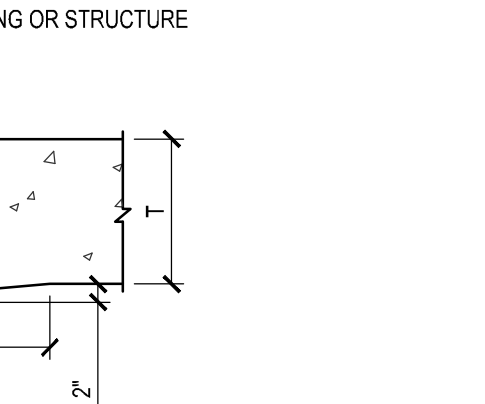
D1 EXPANSION JOINT NO SCALE



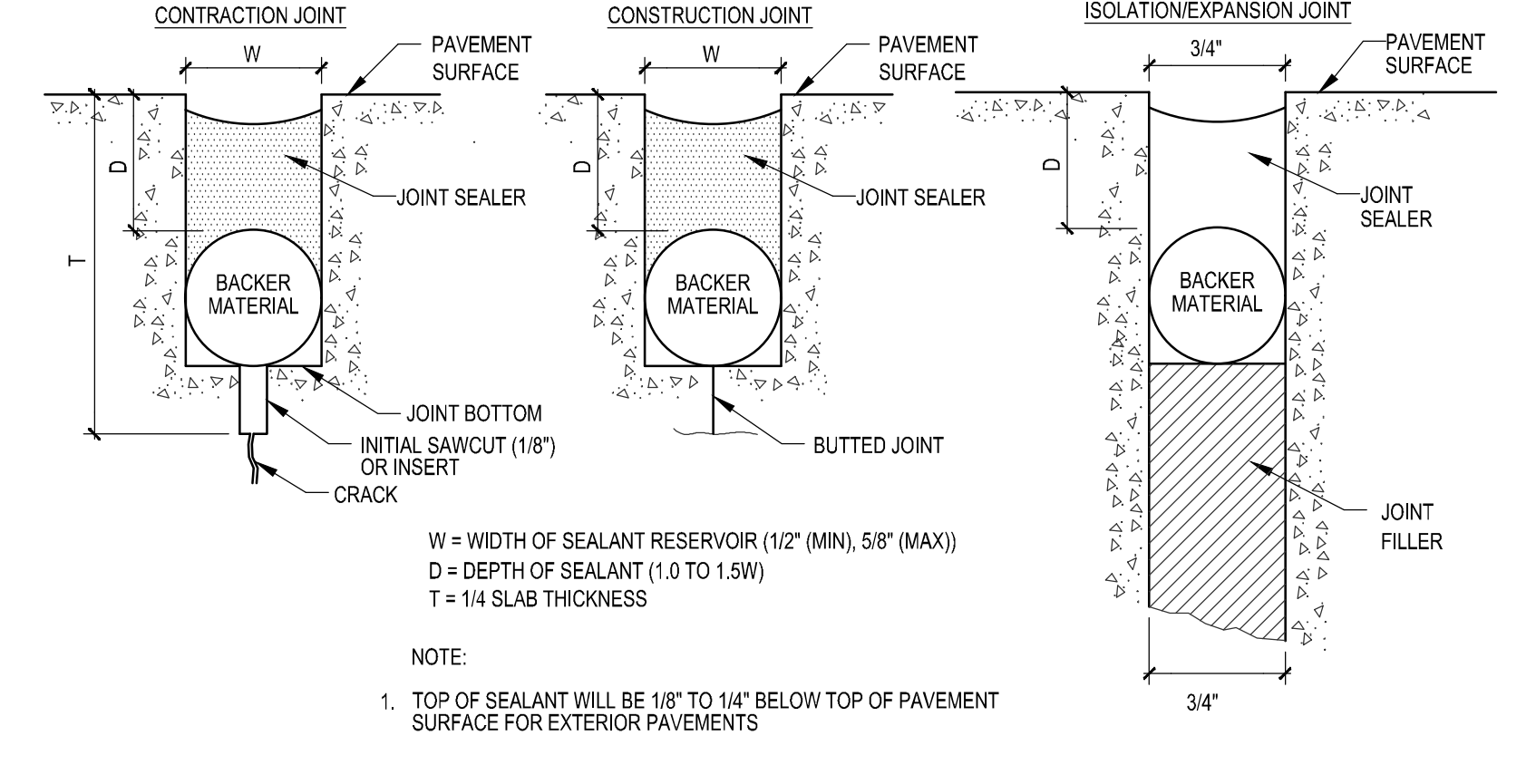
D2 DOWELED CONSTRUCTION JOINT NO SCALE



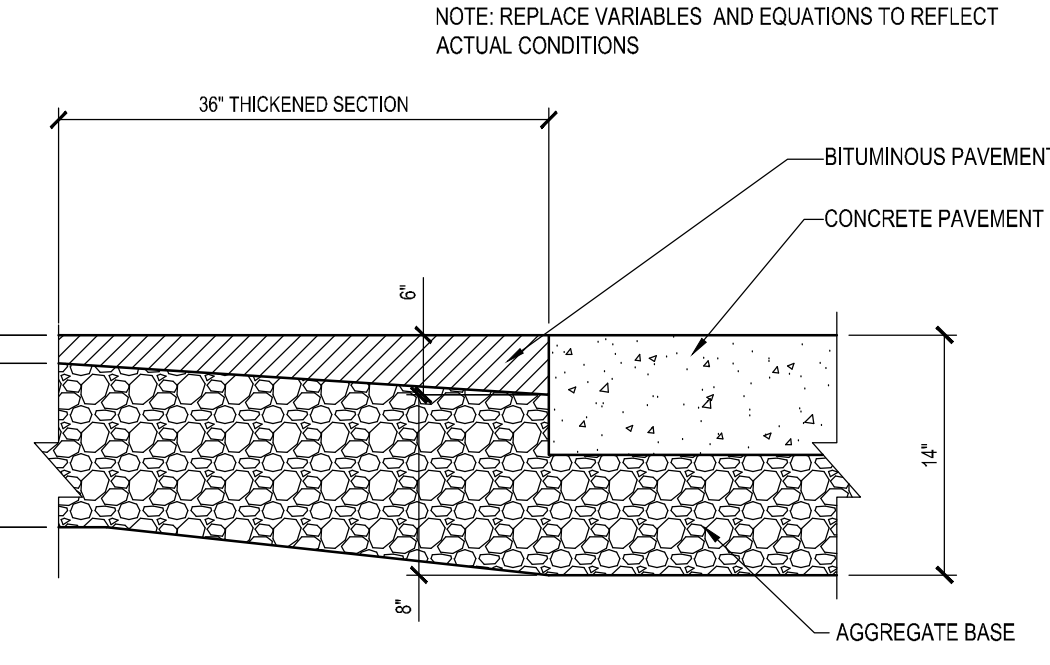
D2 CONTRACTION JOINT NO SCALE



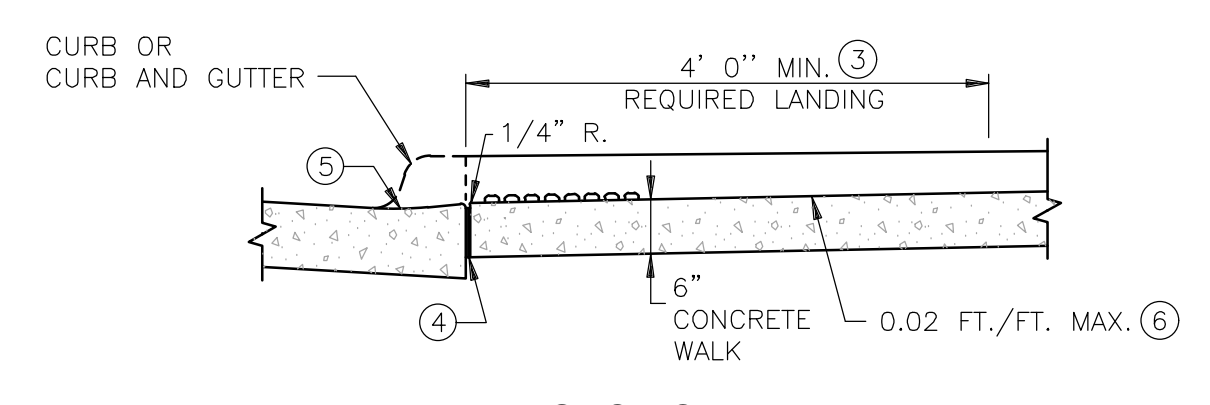
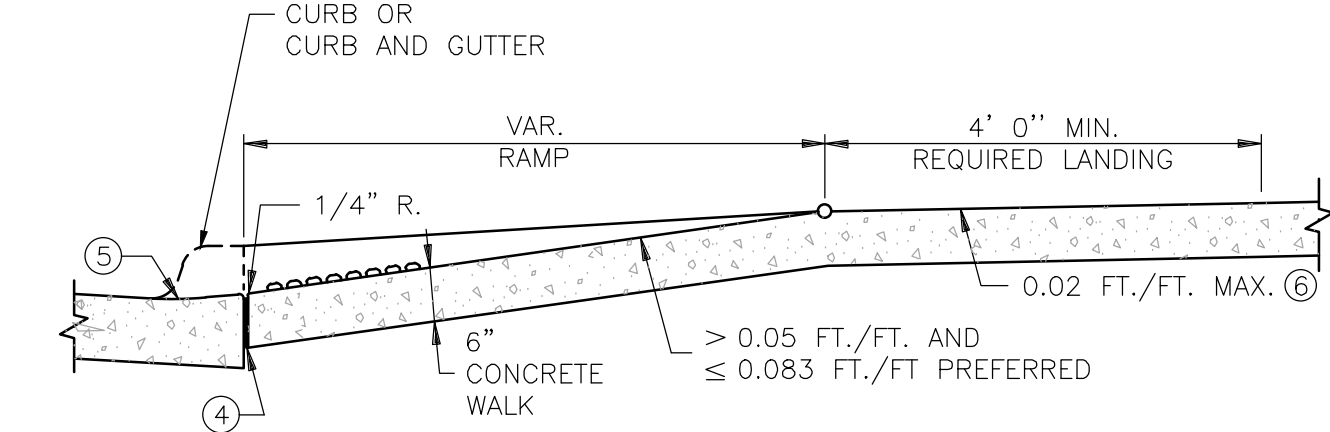
D4 ISOLATION JOINT NO SCALE



D4 JOINT SEALANT NO SCALE

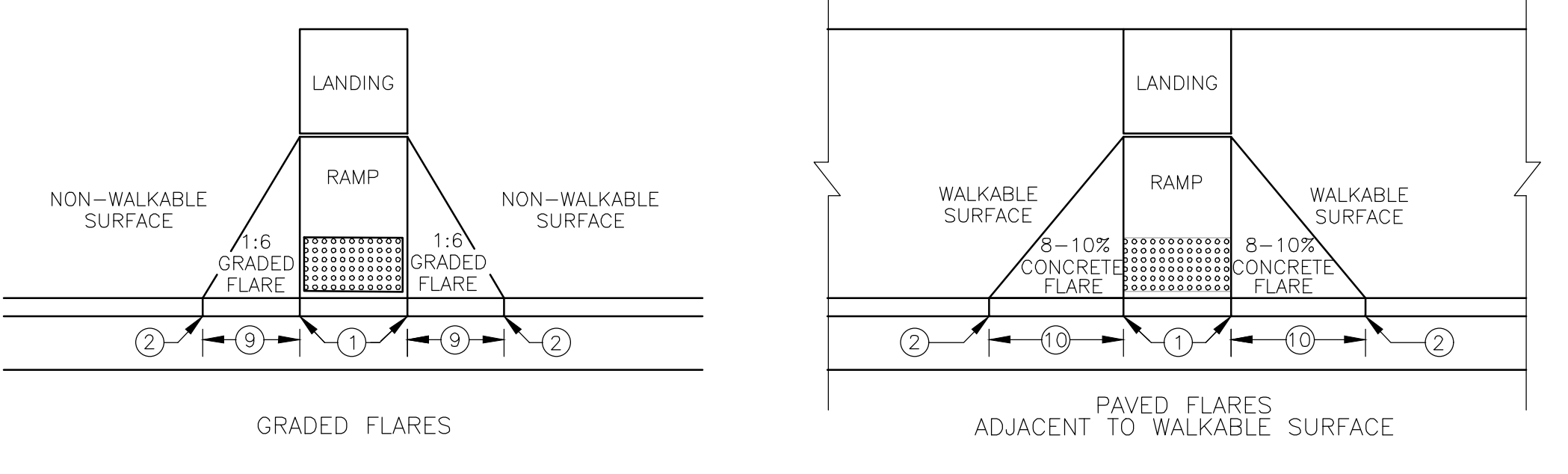


C1 THICKENED EDGE PAVEMENT NO SCALE

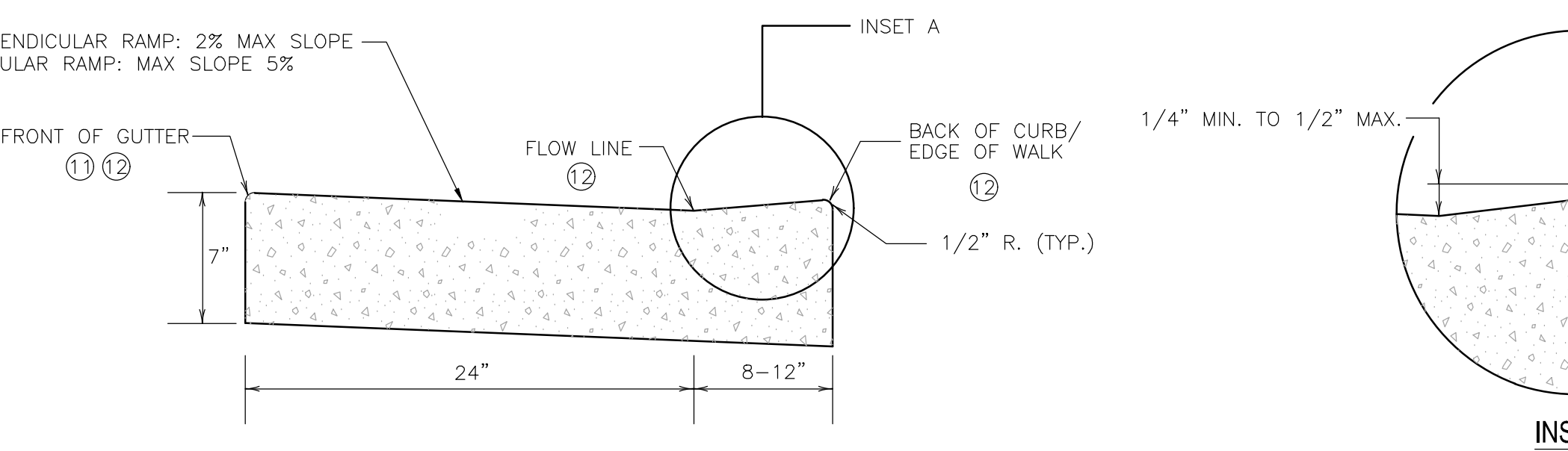


SECTION A-A PERPENDICULAR/TIERED

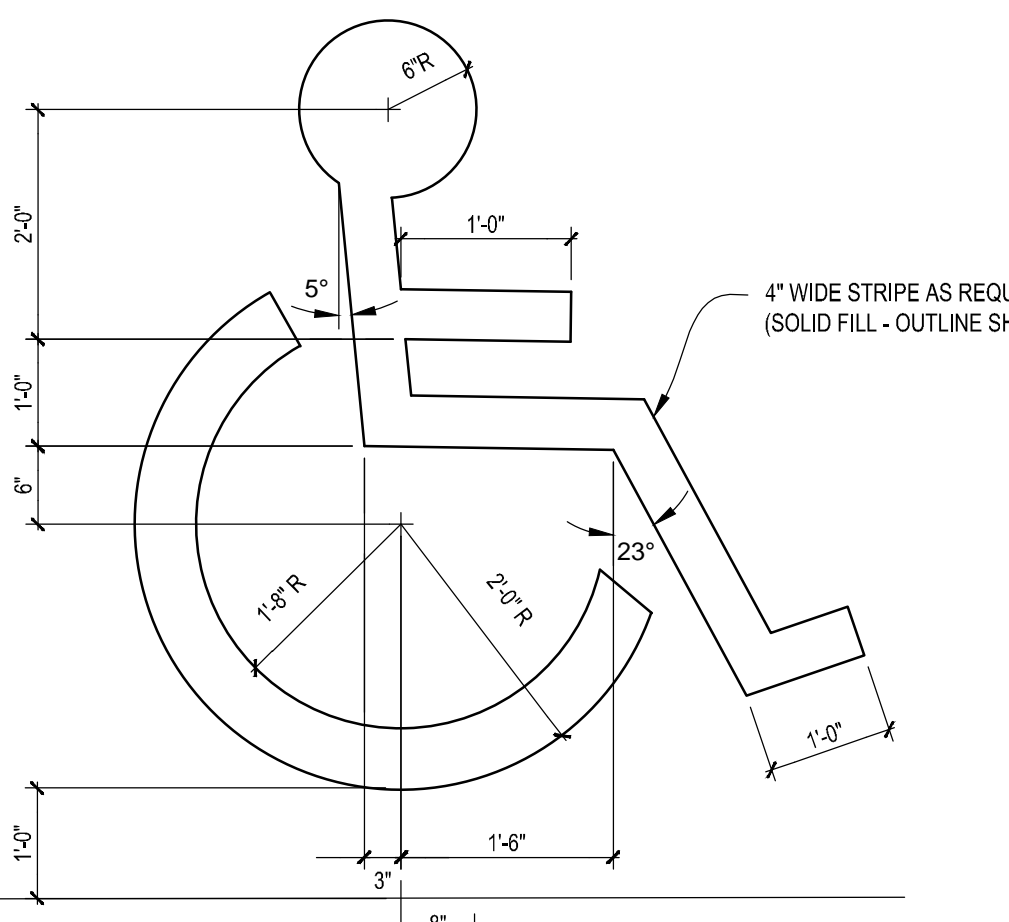
SECTION B-B PARALLEL



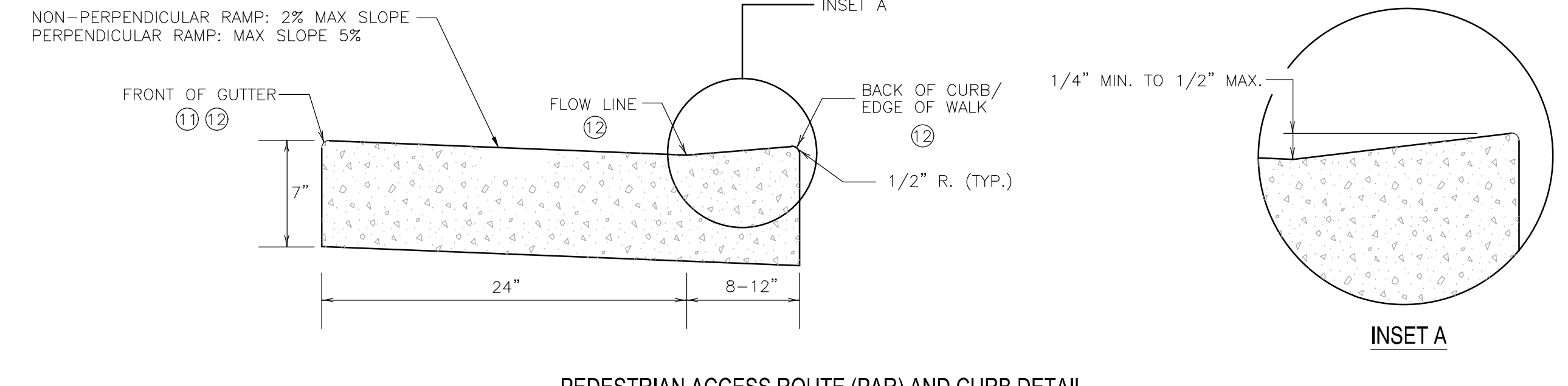
RAMP CROSS SECTIONS



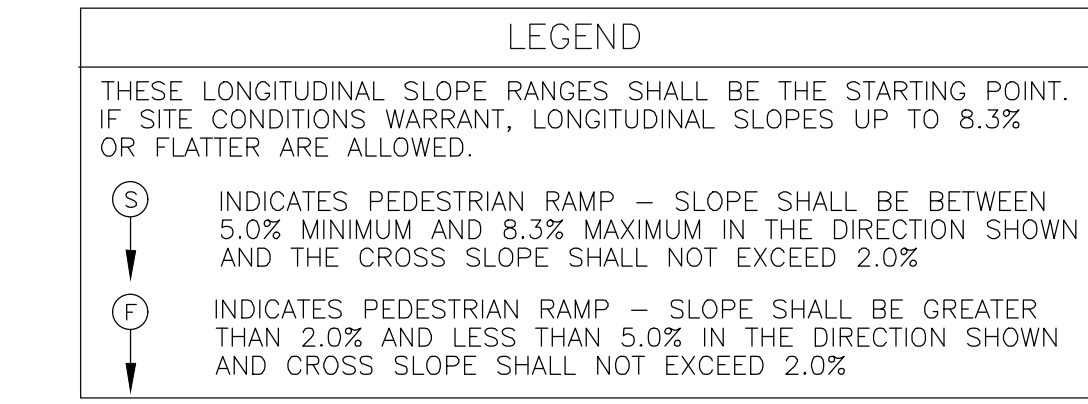
RAMP SIDE TREATMENTS



A1 ACCESSIBLE STALL PAVEMENT SYMBOL NO SCALE

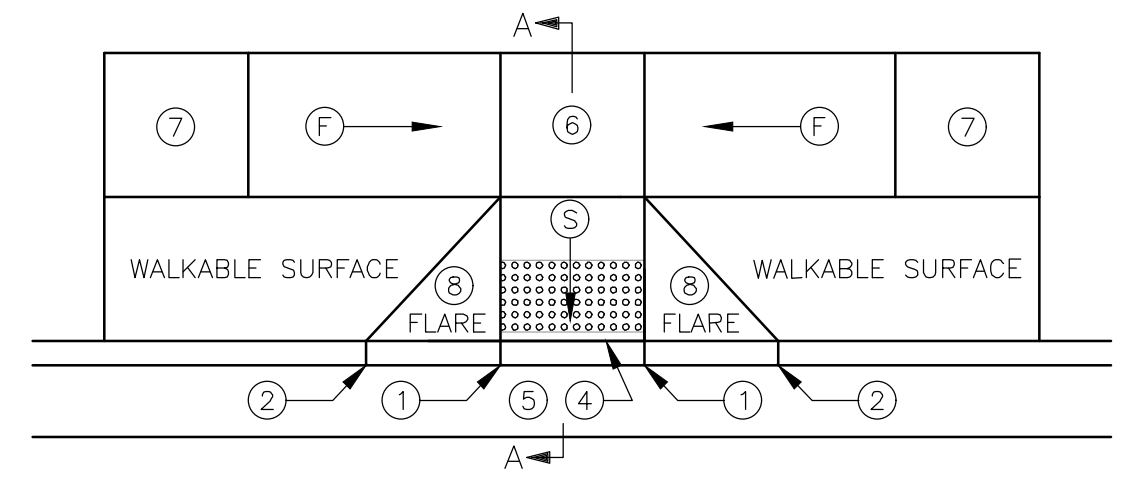


PEDESTRIAN ACCESS ROUTE (PAR) AND CURB DETAIL

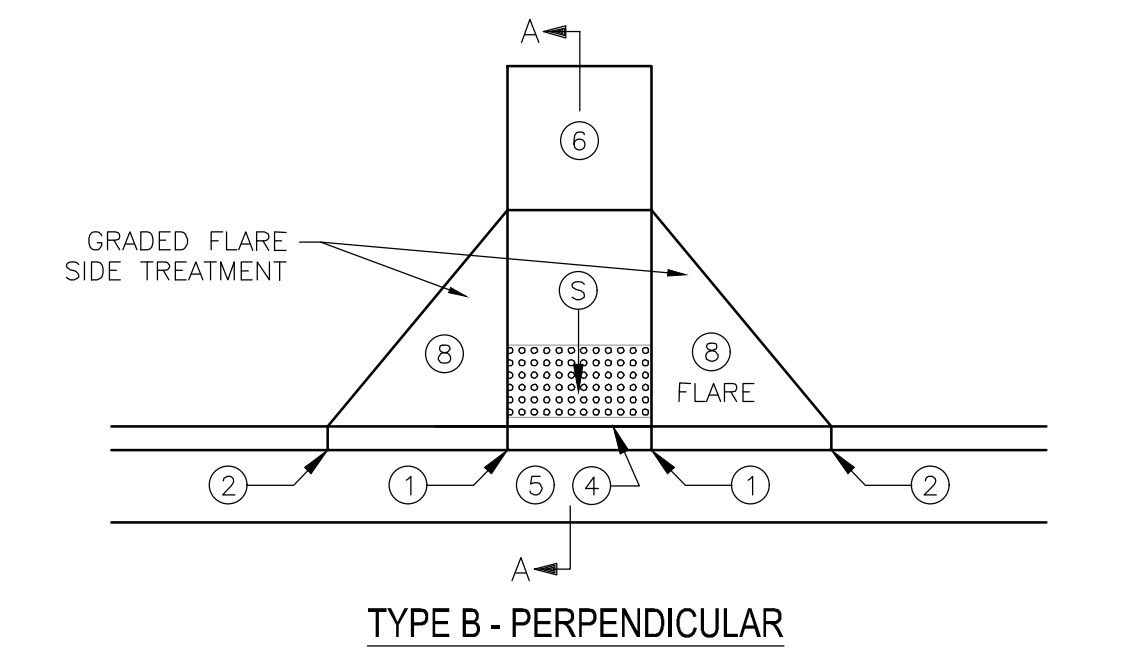


NOTES

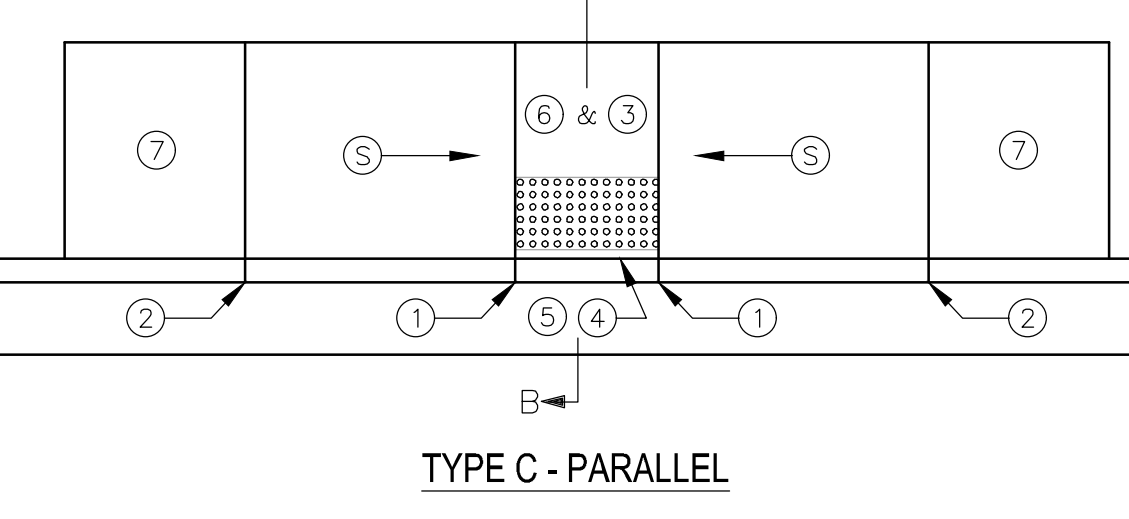
- LANDINGS SHALL BE LOCATED ANYWHERE THE PEDESTRIAN ACCESS ROUTE CHANGES DIRECTION, AT THE TOP OF RAMPS THAT HAVE RUNNING SLOPES GREATER THAN 5.0%, AND IF THE APPROACHING WALK IS INVERSE GRADE.
- INITIAL CURB RAMP LANDINGS SHALL BE CONSTRUCTED WITHIN 15' FROM THE BACK OF CURB, WITH 6' FROM THE BACK OF CURB BEING THE PREFERRED DISTANCE.
- SECONDARY CURB RAMP LANDINGS ARE REQUIRED FOR EVERY 30" OF VERTICAL RISE WHEN THE LONGITUDINAL SLOPE IS GREATER THAN 5.0%.
- CONTRACTION JOINTS SHALL BE CONSTRUCTED ALONG ALL GRADE BREAKS.
- ALL GRADE BREAKS WITHIN THE PAR SHALL BE PERPENDICULAR TO THE PATH OF TRAVEL.
- TO ENSURE RAMPS AND LANDINGS ARE PROPERLY CONSTRUCTED, LANDINGS MAY BE CAST SEPARATELY.
- FOLLOW SIDEWALK REINFORCEMENT DETAILS ON SHEET 5 WHEN LANDINGS ARE CAST SEPARATELY. ALL SLOPES ARE ABSOLUTE, RATHER THAN RELATIVE TO SIDEWALK/ROADWAY GRADES.
- TOP OF CURB SHALL MATCH PROPOSED ADJACENT WALK GRADE. 4' MINIMUM WIDTH OF DETECTABLE WARNING IS REQUIRED FOR ALL RAMPS.
- DETECTABLE WARNINGS SHALL CONTINUOUSLY EXTEND FOR A MINIMUM OF 24" IN THE PATH OF TRAVEL.
- SHARED USE PATHS SHALL HAVE DETECTABLE WARNING ACROSS THE ENTIRE WIDTH OF PATH WHEN THE PATH CROSSES A ROAD.
- SEE MNDOT STANDARD PLATE 7038 FOR ADDITIONAL DETAILS ON DETECTABLE WARNING.
- SIDE TREATMENTS ARE APPLICABLE TO ALL RAMP TYPES AND SHOULD BE IMPLEMENTED AS NEEDED ON ALL RAMPS AS FIELD CONDITIONS DICTATE. THE ENGINEER SHALL DETERMINE THE RAMP SIDE TREATMENTS BASED ON MAINTENANCE OF BOTH ROADWAY AND SIDEWALK, ADJACENT PROPERTY CONSIDERATIONS, AND MITIGATING CONSTRUCTION IMPACTS.
- POSITIVE FLOW LINE DRAINAGE SHALL BE MAINTAINED THROUGH THE PEDESTRIAN ACCESS ROUTE (PAR) AT A 2% MAXIMUM.
- NO PONDING SHALL BE PRESENT IN THE PAR.
- ANY VERTICAL LIP THAT OCCURS AT THE FLOW LINE SHALL NOT BE GREATER THAN 1/4 INCH.
- WHEN NO CONCRETE FLARES ARE PROPOSED, THE CONCRETE WALK SHALL BE FORMED AND CONSTRUCTED PERPENDICULAR TO THE EDGE OF ROADWAY. MAINTAIN 3" BETWEEN EDGE OF DOMES AND EDGE OF CONCRETE.



TYPE A - TIERED PERPENDICULAR



TYPE B - PERPENDICULAR



TYPE C - PARALLEL

RAMP TYPES

NEW REGIONAL MEDICAL EXAMINER FACILITY MINNETONKA, MN  
HENNEPIN COUNTY A 2208 GOVERNMENT CENTER 300 SOUTH 6TH STREET MINNEAPOLIS, MN 55487 COUNTY PROJECT NO. 1002306

LEO A DALY  
ECONOMIC DEVELOPMENT  
MNNEI: PO: MN 55402:2455  
TI: 612: 8: 8: 41

LABORATORY EQUIPMENT DESIGN  
MCLAREN, WILSON & LAWRIE  
11798 N LAKE RIDGE PKWY. ASHLAND, VA 23005 T: 804-228-7473

ELAN DESIGN  
CIVIL ENGINEERING  
ELAN DESIGN LAB  
800 NORTH THIRD STREET, SUITE 120, MINNEAPOLIS, MN 55401 T: 612-260-7980

DAF/ LANDSCAPE ARCHITECTURE  
DAMON FARBER  
401 SECOND AVE NORTH, SUITE 410, MINNEAPOLIS, MN 55401 T: 612-332-7522

trueNORTH consulting group  
TELECOMMUNICATIONS ENGINEERING  
TRUE NORTH CONSULTING  
140 THIRD STREET SOUTH, STILLWATER, MN 55082 T: 651-705-1231

KEY PLAN



REVISIONS

NO	DESCRIPTION	DATE

FILE LOG

ACTIVITY	BY
Manager	ME
Design	SB
Draw	IT
Check	LL

NOT FOR CONSTRUCTION

CITY OF MINNETONKA

ELAN Project No. D18010 08/15/2019

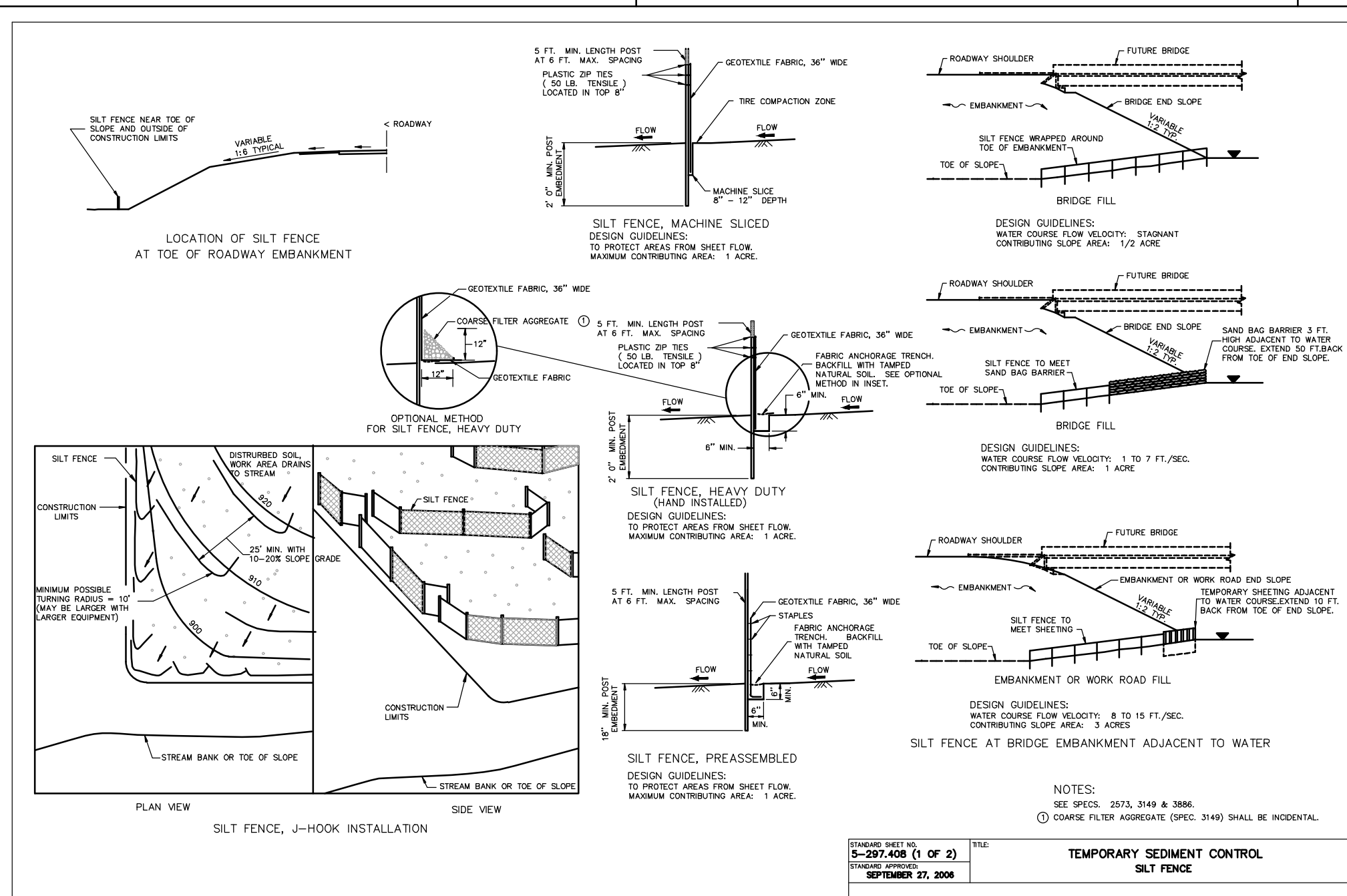
SITE DETAILS

CK501





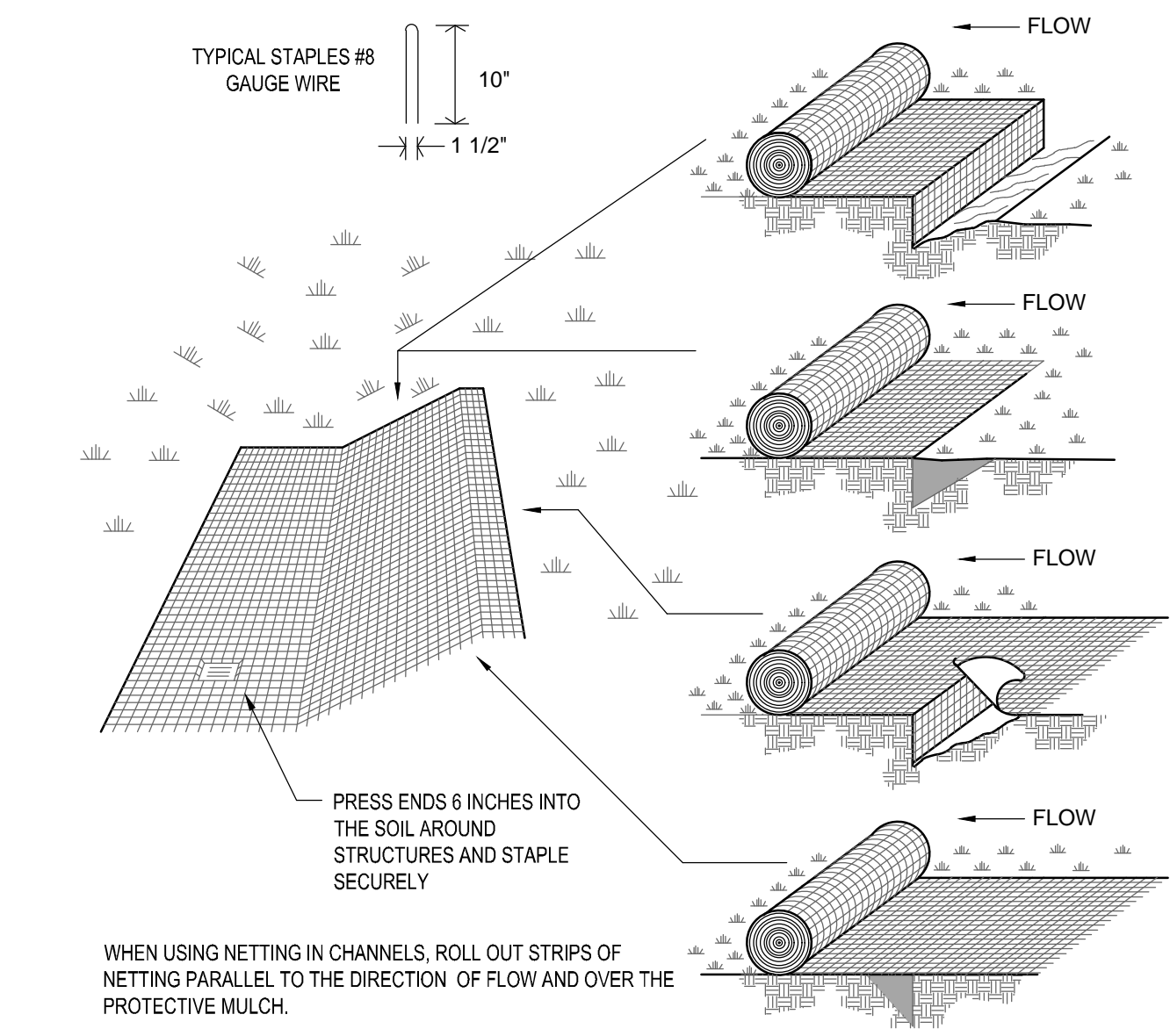




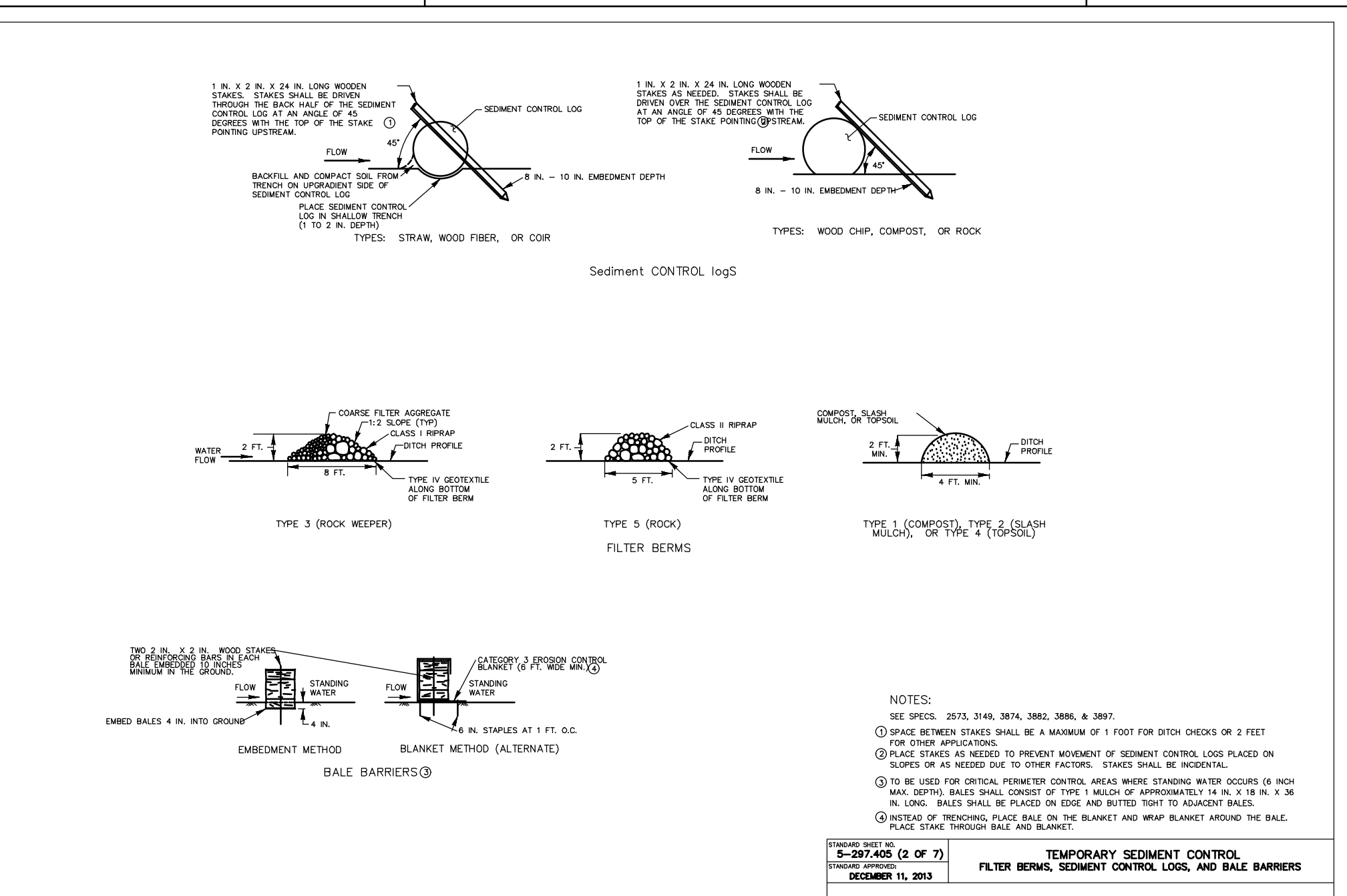
E1 SILT FENCE NO SCALE

- 1. APPLY LIME, FERTILIZER AND SEED BEFORE LAYING THE NET OR MAT.
2. START LAYING THE NET FROM THE TOP OF THE CHANNEL OR SLOPE AND UNROLL IT DOWN THE GRADE. ALLOW NETTING TO LAY LOOSELY ON THE SOIL BUT WITHOUT WINKLES. DO NOT STRETCH. MAT OR BLANKET - TYPE PRODUCT SHOULD PROVIDE AT LEAST 30% COVERAGE OF THE SURFACE WHERE IT IS APPLIED.
3. TO SECURE THE NET, BURY THE UPSLOPE END IN A SLOT OR TRENCH NO LESS THAN 6 INCHES DEEP. COVER WITH SOIL, AND TAMP FIRMLY AS SHOWN. STAPLE THE NET EVERY 3 FEET ALONG THE SLOPE AND EVERY 3 FEET AROUND THE ENDS AND BOTTOM. WHERE 2 STRIPS OF NET ARE LAID SIDE BY SIDE, THE ADJACENT EDGES SHOULD BE OVERLAPPED 3 INCHES AND STAPLED TOGETHER. EACH STRIP OF NETTING SHOULD ALSO BE STAPLED DOWN THE CENTER EVERY 3 FEET. DO NOT STRETCH THE NET WHEN APPLYING STAPLES.
4. TO JOIN TWO STRIPS, CUT A TRENCH AND ANCHOR THE END OF THE NEW NET. OVERLAP THE END OF THE PREVIOUS ROLL 18 INCHES, AS SHOWN, AND STAPLE EVERY 12 INCHES JUST BELOW THE ANCHOR SLOT.

MAINTENANCE: INSPECT ALL MULCHES PERIODICALLY. AFTER RAINFALLS TO CHECK FOR EROSION, DISLOCATION, OR FAILURE. WHEN EROSION IS OBSERVED, APPLY ADDITIONAL MULCH. IF WASHOUT OCCURS, REPAIR THE SLOPE GRADE, RESEED, AND REINSTALL MULCH. CONTINUE INSPECTIONS UNTIL VEGETATION IS FIRMLY ESTABLISHED.
NOTE: USE MAT WITH NATURAL REINFORCEMENT THAT WILL BIODEGRADE WITHIN 1 GROWING SEASON TO PREVENT BLINDING TURTLE ENTANGLEMENT.

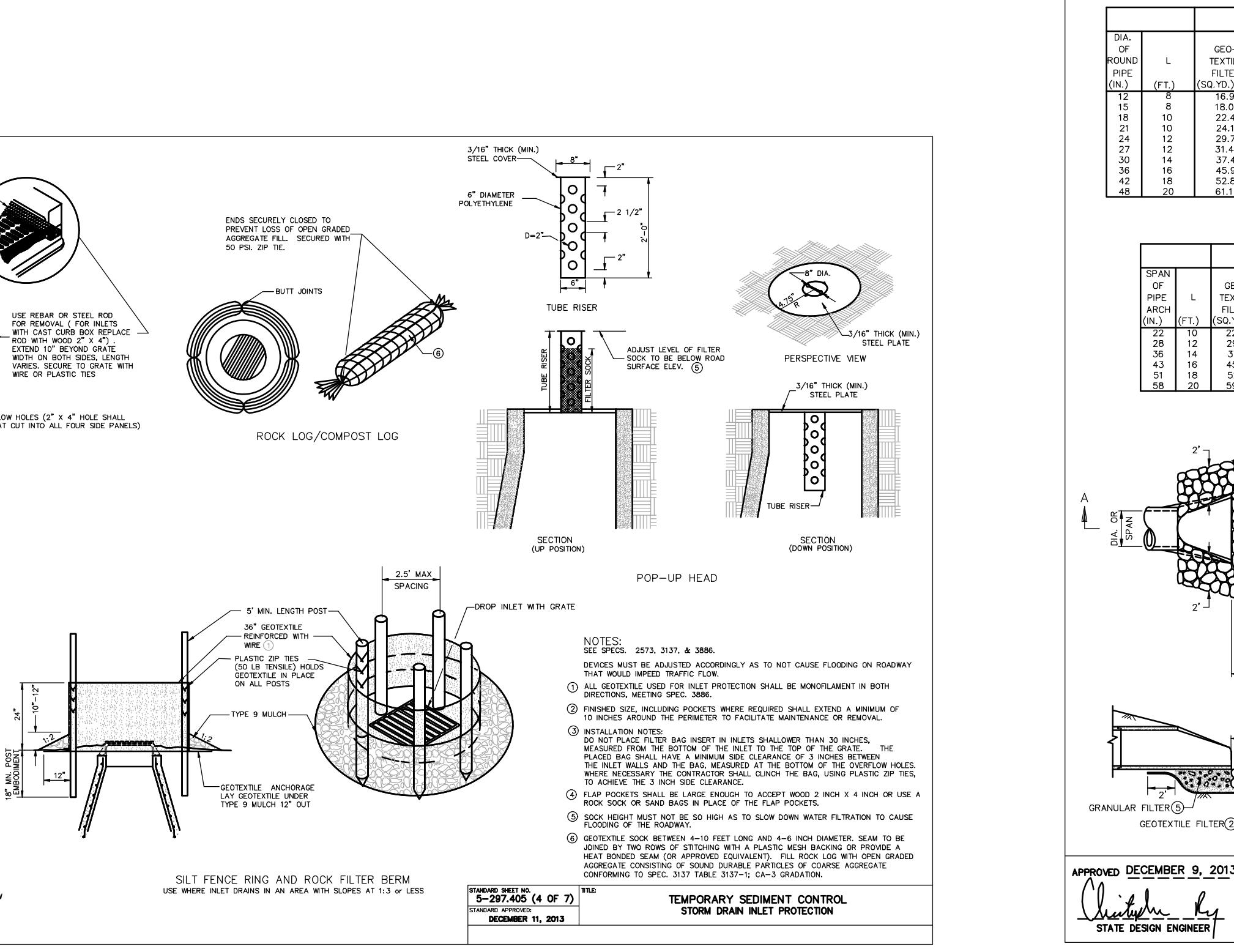


C1 EROSION CONTROL BLANKET NO SCALE

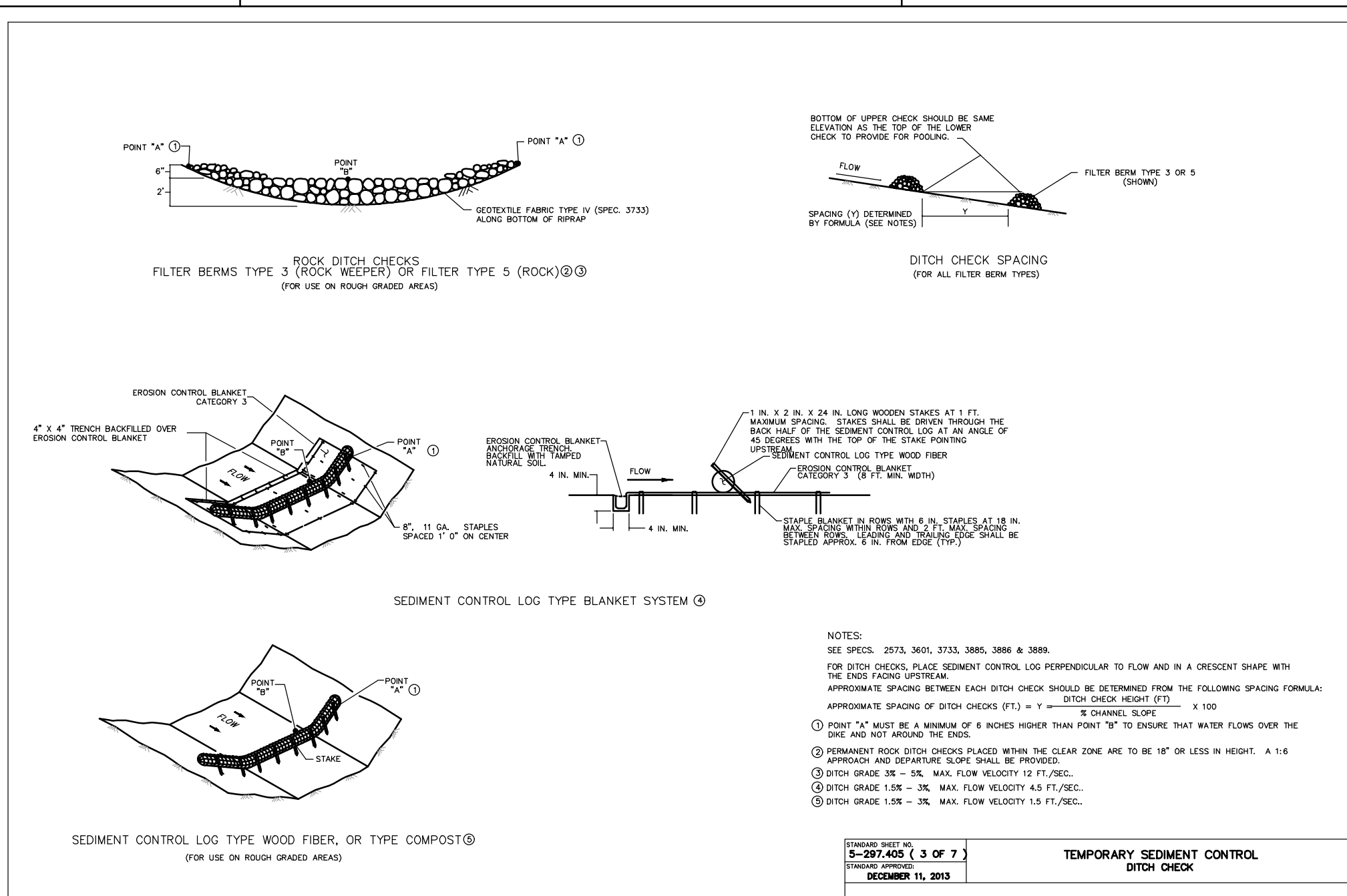


E3 FILTER LOG NO SCALE

- 1. TO SECURE THE NET, BURY THE UPSLOPE END IN A SLOT OR TRENCH NO LESS THAN 6 INCHES DEEP. COVER WITH SOIL, AND TAMP FIRMLY AS SHOWN. STAPLE THE NET EVERY 3 FEET ALONG THE SLOPE AND EVERY 3 FEET AROUND THE ENDS AND BOTTOM. WHERE 2 STRIPS OF NET ARE LAID SIDE BY SIDE, THE ADJACENT EDGES SHOULD BE OVERLAPPED 3 INCHES AND STAPLED TOGETHER. EACH STRIP OF NETTING SHOULD ALSO BE STAPLED DOWN THE CENTER EVERY 3 FEET. DO NOT STRETCH THE NET WHEN APPLYING STAPLES.
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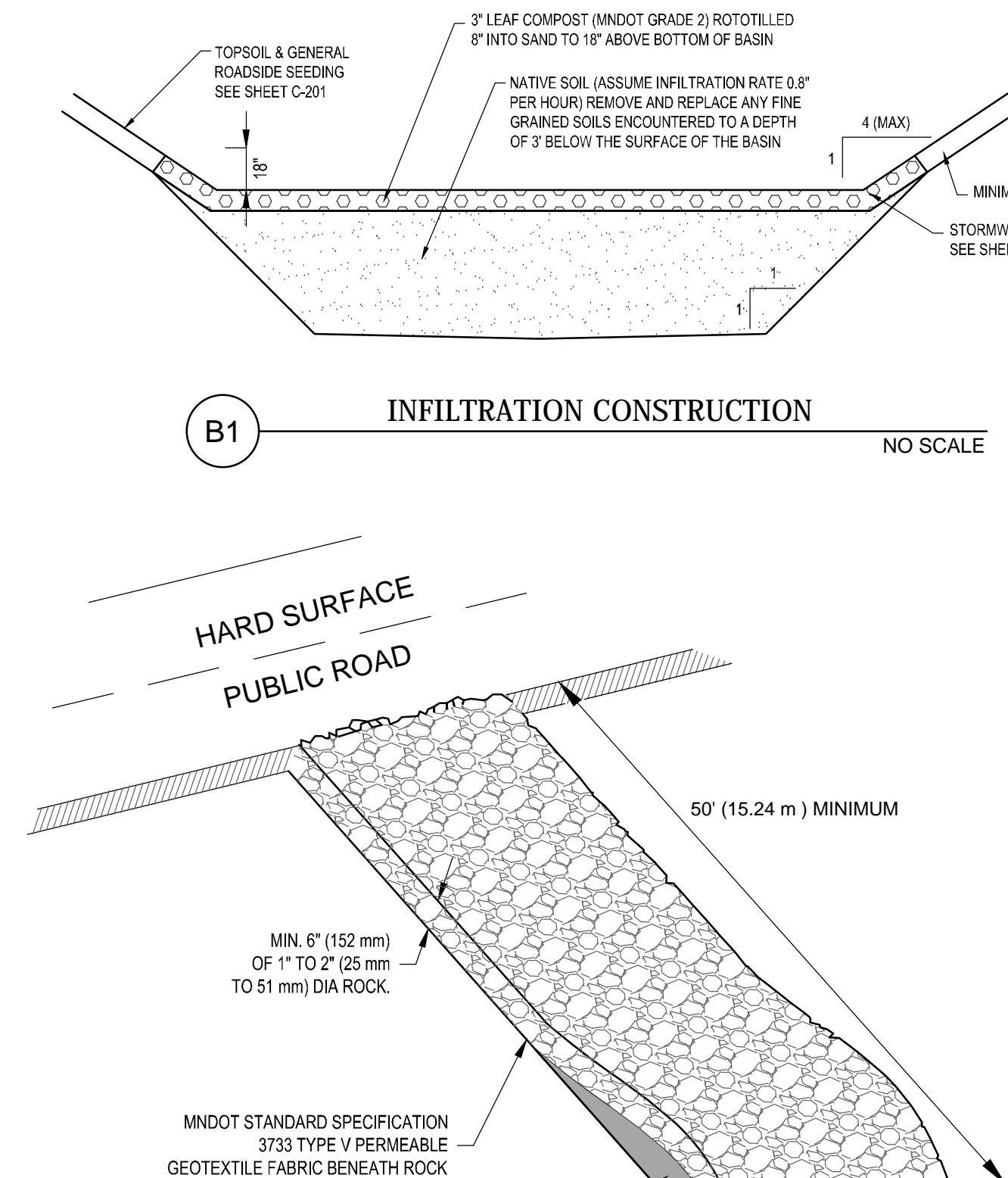


C3 INLET PROTECTION NO SCALE

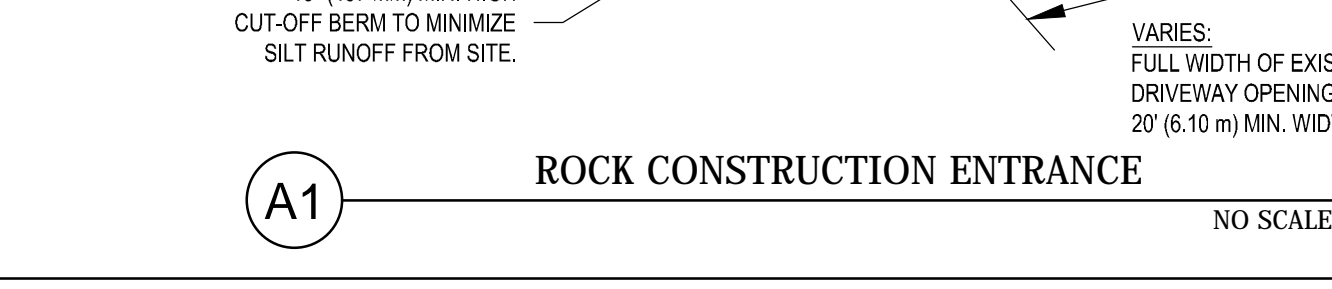


E5 DITCH CHECK NO SCALE

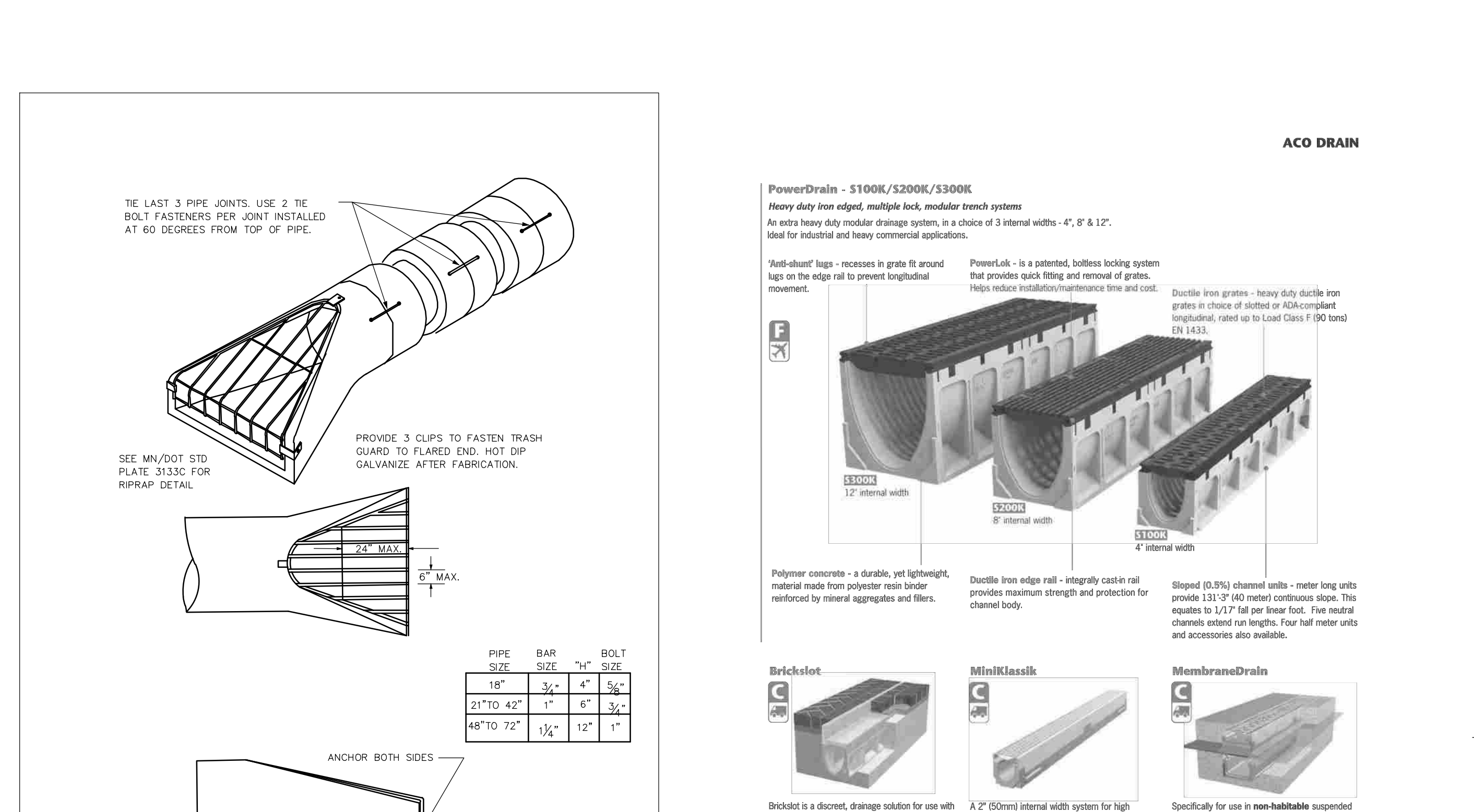
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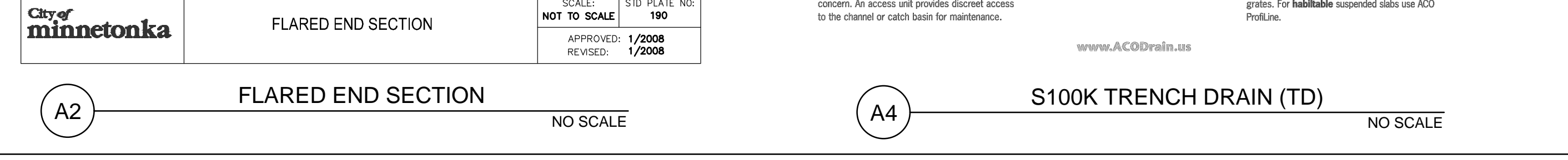
B1 INFILTRATION CONSTRUCTION NO SCALE



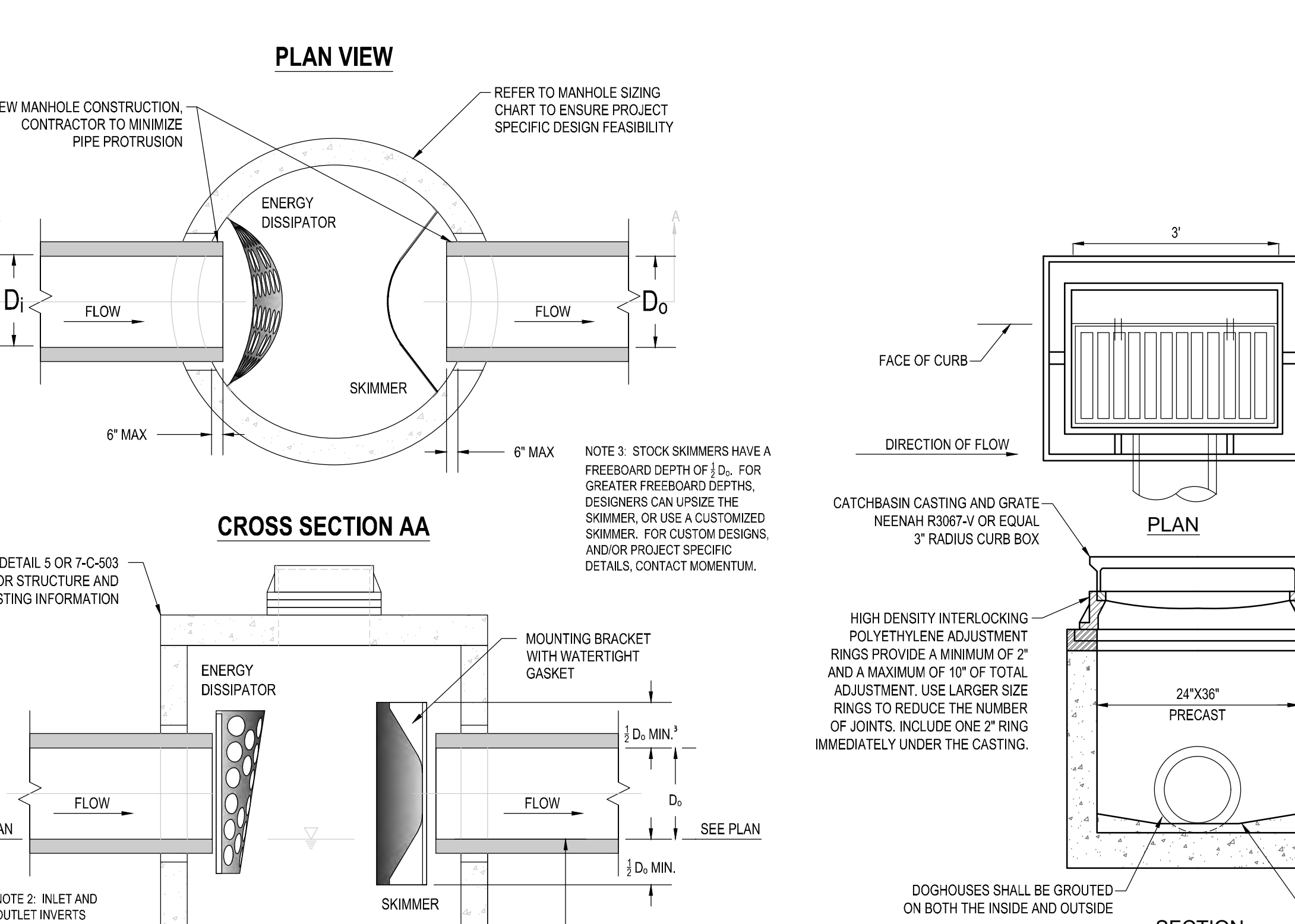
A1 ROCK CONSTRUCTION ENTRANCE NO SCALE



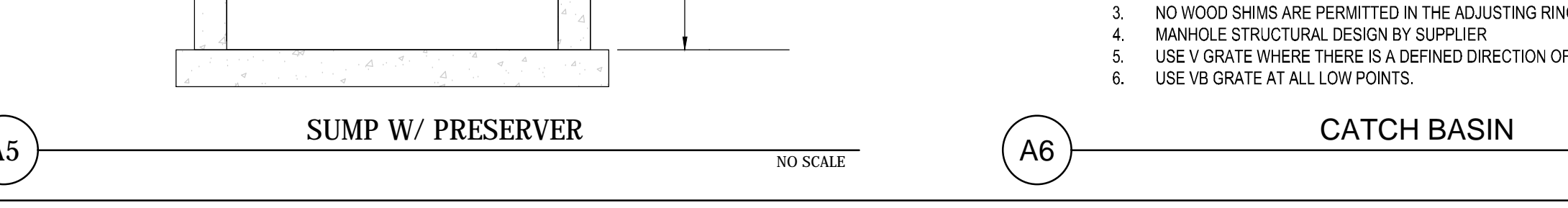
A2 FLARED END SECTION NO SCALE



A4 S100K TRENCH DRAIN (TD) NO SCALE



A5 SUMP W/ PRESERVER NO SCALE



A6 CATCH BASIN NO SCALE

REVISIONS table with columns for NO, DESCRIPTION, and DATE.

NOT FOR CONSTRUCTION

EROSION CONTROL STORM SEWER DETAILS

ELAN Project No. 118010 08/15/2019

CK511







**Ordinance No. 2019-**

**An ordinance amending the existing master development plan for the Hennepin County Home School property located at 14300 Co. Rd. 62**

---

The City Of Minnetonka Ordains:

Section 1.

- 1.01 This ordinance hereby amends the existing master development plan. (Project 95063.18a).
- 1.02 The property covered by this amendment is located at 14300 Co. Rd. 62 and is legally described in Exhibit A.

Section 2.

- 2.01 This ordinance is based on the following findings:
  - 1. The proposal would meet the required standards and ordinances for a site and building plan approval.

Section 3.

- 3.01 Approval is subject to the following conditions:
  - 1. The site must be developed and maintained in substantial conformance with the following plans, unless modified by the conditions below:

LIST PLANS AND DATES

The above plans are hereby adopted as the master development plan and as final site and building plans.
  - 2. LIST ADDITIONAL CONDITIONS

Section 4. A violation of this ordinance is subject to the penalties and provisions of Chapter XIII of the city code.



Section 5. This ordinance is effective immediately.

Adopted by the city council of the City of Minnetonka, Minnesota, on Oct. 7, 2019.

---

Brad Wiersum, Mayor

ATTEST:

---

Becky Koosman, City Clerk

**ACTION ON THIS ORDINANCE:**

Date of introduction: Sept. 16, 2019

Date of adoption:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Ordinance adopted.

Date of publication:

I certify that the foregoing is a correct copy of an ordinance adopted by the city council of the City of Minnetonka, Minnesota at a regular meeting held on Oct. 7, 2019.

---

Becky Koosman, City Clerk

Date:



EXHIBIT A



**City Council Agenda Item #13A  
Meeting of Sept. 16, 2019**

**Brief Description:** Resolutions for special assessment of 2018-2019 projects

**Recommended Action:** Hold the public hearing and adopt the resolutions

**Background**

The process for special assessment includes numerous communications with parcel owners and opportunities for prepayments of the assessments. Prior to determining the property must be assessed, division staff associated with the specific type of assessment have notified or worked with the property owners regarding the associated work financed by the city. After determination of assessment, staff sends a notice of public hearing to each property owner and publishes a notice in the newspaper in late August.

At its meeting of August 26, 2019, the city council adopted the necessary resolutions pertaining to the levying of 2019 special assessments and scheduled the public hearing for 6:30 p.m. on September 16, 2019. After the public hearing this evening, property owners are given thirty (30) days to prepay assessments or partial assessments without an interest charge. After this first prepayment deadline, property owners are given up to forty-four (44) additional days to pay the full amount with interest until required certification to the county on December 1st.

Attached are the resolutions necessary for adopting the special assessments for these projects. These resolutions are separated by type of project and length of time to spread the special assessments in each category.

- **Privately Installed Sewer and Water Improvement Projects.** No projects to be assessed this year.
- **Nuisance Abatement Projects.** There are 35 nuisance abatement projects (including diseased tree removals) in which the city has incurred costs totaling \$46,170.88. Two of the projects were completed through the use of a Nuisance Abatement Agreement signed by the property owners for extensive work that was needed on the properties at 12807 Melody La and 3513 Elmo Rd. These projects are proposed to be specially assessed in accordance with Minnesota statutes and city council policies regarding the levying of these nuisance abatement projects. These interest rates are benchmarked to the current Aaa municipal bond rate. The term and interest rate for each assessment is as follows:

<b>Nuisance and Tree Term and Interest Structure</b>		
Assessment Amount	Term	Interest Rate
<\$1,000	1 year	3.16%
\$1,000-\$2,999	3 years	3.20%
\$3,000-\$5,000	5 years	3.23%
>\$5,000	10 years	3.55%



2019 Nuisance Abatements – Project No. 4894 (1-year term)				
Project No.	Street No.	Street Name	PID	Assessment Amount
N-556	15879	Tonkawood Dr	16-117-22-33-0037	\$84.00
N-560	2419	Emerald Tr	11-117-22-23-0039	\$84.68
N-561	3515	Co Rd No 101	17-117-22-32-0034	\$84.68
N-562	4708	Shady Oak Rd	26-117-22-12-0035	\$84.68
N-564	5729	Whited Ave	33-117-22-24-0027	\$89.93
N-566	3858	Susan La	19-117-22-11-0012	\$89.93
N-567	4717	Hamilton Rd	28-117-22-22-0034	\$89.93
N-568	2333	Hopkins Crossroads	12-117-22-23-0014	\$89.93
N-569	3150	Lake Shore Blvd	17-117-22-13-0026	\$89.93
N-571	5501	Mahoney Ave	31-117-22-11-0003	\$89.93
N-572	14952	Williston La	28-117-22-12-0033	\$89.93
N-558	4719	Caribou Dr	27-117-22-12-0076	\$274.62
N-565	2626	Cedar Crest Rd E	12-117-22-41-0048	\$274.62
N-557	16108	Minnnetonka Blvd	17-117-22-41-0036	\$884.68
			<b>Subtotal</b>	<b>\$2,401.47</b>

2019 Nuisance Abatements – Project No. 4894 (5-year term)				
Project No.	Street No.	Street Name	PID	Assessment Amount
N-559	12807	Melody La	22-117-22-11-0029	\$3,255.00
N-563	3513	Elmo Rd	14-117-22-42-0008	\$4,988.81
			<b>Subtotal</b>	<b>\$8,243.81</b>

There are 19 properties in the diseased tree removals project this year in which the city has incurred costs. Some property owners have paid part of the total cost. It is proposed that these projects be specially assessed for the remaining cost of the abatement in accordance with Minnesota statutes and city council policies regarding the levying of these nuisance abatement projects. The terms for the 2019 diseased tree assessments will be based on the assessment amount similar to the nuisance abatement assessments. The special assessment amount on each parcel is as follows:



2019 Diseased Tree Removal – Project No. 4902 (1-year term)				
Project No.	Street No.	Street Name	PID	Assessment Amount
T-1	14101	Council Cir	10-117-22-22-0008	\$81.29
T-3	16018	Gleason Lake Rd	05-117-22-11-0031	\$202.09
T-27	12809	Ridgemount Ave W	03-117-22-11-0058	\$395.16
T-8	3520	Meadow La	17-117-22-31-0018	\$409.38
T-10	14616	Woodhaven Rd	21-117-22-11-0066	\$566.09
T-29	14901	Belvoir Dr	21-117-22-13-0008	\$733.86
			<b>Subtotal</b>	<b>\$2,387.87</b>

2019 Diseased Tree Removal – Project No. 4902 (3-year term)				
Project No.	Street No.	Street Name	PID	Assessment Amount
T-28	3875	Susan La	19-117-22-11-0006	\$1,354.82
T-37	15345	Lynn Ter	28-117-22-34-0023	\$1,354.82
T-21	3128	Atwood Dr	15-117-22-13-0018	\$1,463.20
T-19	3622	Steele St	17-117-22-44-0022	\$1,495.95
T-47	5101	Baker Rd	27-117-22-41-0003	\$1,524.17
T-46	11410	Oakvale Rd N	14-117-22-44-0007	\$1,808.68
T-24	2433	Ford Rd	12-117-22-14-0022	\$1,883.58
T-25	12016	Douglynn Dr	35-117-22-21-0010	\$1,958.84
T-45	11314	Live Oak Dr	11-117-22-11-0009	\$2,520.07
T23/30	4740	Church La	26-117-22-12-0058	\$2,860.47
			<b>Subtotal</b>	<b>\$18,224.60</b>

2019 Diseased Tree Removal – Project No. 4902 (5-year term)				
Project No.	Street No.	Street Name	PID	Assessment Amount
T-39	5309	Rogers Dr	27-117-22-44-0029	\$4,064.45
T-43	5358	Woodland Rd	29-117-22-44-0023	\$4,080.25
			<b>Subtotal</b>	<b>\$8,144.70</b>



<b>2019 Diseased Tree Removal – Project No. 4902 (10-year term)</b>				
<b>Project No.</b>	<b>Street No.</b>	<b>Street Name</b>	<b>PID</b>	<b>Assessment Amount</b>
T-26	13320	Glenavon Ct	34-117-22-12-0047	\$6,768.43
			<b>Subtotal</b>	<b>\$6,768.43</b>

**Annual Report on Deferred Assessments.**

Pursuant to City Council Policy 2.17, Deferment of Special Assessments and Storm Sewer Charges, the following is a summary of the deferred assessments for 2018:

No. of Applications submitted	1
No. of Applications granted	1
Outstanding amounts as of 2018-12-30 Cedar Ridge HIA	\$6,391.50

**Recommendation**

Hold the public hearing and adopt the following attached resolutions:

1. Resolution adopting special assessments for 2019 Nuisance Abatement Project No. 4894, one-year assessment term.
2. Resolution adopting special assessments for 2019 Nuisance Abatement Project No. 4894, five-year assessment term.
3. Resolution adopting special assessments for 2019 Diseased Trees Project No. 4902, one-year assessment term.
4. Resolution adopting special assessments for 2019 Diseased Trees Project No. 4902, three-year assessment term.
5. Resolution adopting special assessments for 2019 Diseased Trees Project No. 4902, five-year assessment term.
6. Resolution adopting special assessments for 2019 Diseased Trees Project No. 4902, ten-year assessment term.



Submitted through:

Geralyn Barone, City Manager  
Joel Merry, Acting Finance Director  
Colin Schmidt, City Assessor  
John Weinand, Environmental Health Supervisor  
Hannibal Hayes, City Forester

Originated by:

Denise Ostlund, Assessment Specialist



**Resolution No. 2019-**

**Resolution adopting special assessments for 2019 Nuisance Abatement Project No. 4894,  
one-year assessment term**

---

Be it resolved by the City Council of the City of Minnetonka, Minnesota as follows:

Section 1. Background.

1.01. Pursuant to proper notice duly given as required by Minnesota statute, the Council has met on September 16, 2019 to hear and to pass upon all objections to the proposed special assessments for 2019 Nuisance Abatement Projects at the following properties lying within the City of Minnetonka:

<b>2019 Nuisance Abatements – Project No. 4894 (1-year term)</b>				
<b>Project No.</b>	<b>Street No.</b>	<b>Street Name</b>	<b>PID</b>	<b>Assessment Amount</b>
N-556	15879	Tonkawood Dr	16-117-22-33-0037	\$84.00
N-560	2419	Emerald Tr	11-117-22-23-0039	\$84.68
N-561	3515	Co Rd No 101	17-117-22-32-0034	\$84.68
N-562	4708	Shady Oak Rd	26-117-22-12-0035	\$84.68
N-564	5729	Whited Ave	33-117-22-24-0027	\$89.93
N-566	3858	Susan La	19-117-22-11-0012	\$89.93
N-567	4717	Hamilton Rd	28-117-22-22-0034	\$89.93
N-568	2333	Hopkins Crossroads	12-117-22-23-0014	\$89.93
N-569	3150	Lake Shore Blvd	17-117-22-13-0026	\$89.93
N-571	5501	Mahoney Ave	31-117-22-11-0003	\$89.93
N-572	14952	Williston La	28-117-22-12-0033	\$89.93
N-558	4719	Caribou Dr	27-117-22-12-0076	\$274.62
N-565	2626	Cedar Crest Rd E	12-117-22-41-0048	\$274.62
N-557	16108	Minnetonka Blvd	17-117-22-41-0036	\$884.68
			<b>Subtotal</b>	<b>\$2,401.47</b>

Section 2. Council Action.

2.01. The proposed special assessments listed above are hereby adopted, and each tract of land is found to be benefited by the improvement in the amount of the assessment levied against it.



- 2.02. The special assessment may be paid within 30 days from the date of this resolution, or may be paid in a single installment in the same time and manner as the payment of real estate taxes with interest at the rate of 3.16 percent per annum. To the first installment of each assessment will be added interest on the entire assessment from the date of this resolution to December 31 of the year in which the first payment is payable. Subsequently, one year's interest on the remaining balance will be added to each subsequent installment. Any property owner may pay the entire unpaid balance of the assessment against his/her property at any time with interest accrued to December 31 of the year in which the payment is made, provided the payment is made before November 30 in the first year and before November 15 in subsequent years.
- 2.03. The owner of any property assessed may, at any time within 30 days following the adoption of this resolution, pay all or part of the assessment to the city, provided that partial payments are made in increments of not less than \$100 and provided that any balance remaining unpaid is not less than \$100 no interest will be charged on the amount paid.
- 2.04. The city clerk is directed to transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists and to be collected and paid over in the same manner as other municipal taxes.

Adopted by the City Council of the City of Minnetonka, Minnesota, on September 16, 2019.

---

Brad Wiersum, Mayor

Attest:

---

Becky Koosman, City Clerk

**Action on this resolution:**

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.



I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a meeting held on September 16, 2019.

---

Becky Koosman, City Clerk



**Resolution No. 2019-**

**Resolution adopting special assessments for 2019 Nuisance Abatement Project No. 4894,  
five-year assessment term**

---

Be it resolved by the City Council of the City of Minnetonka, Minnesota as follows:

Section 1. Background.

1.01. Pursuant to proper notice duly given as required by Minnesota statute, the Council has met on September 16, 2019 to hear and to pass upon all objections to the proposed special assessments for 2019 Nuisance Abatement Projects at the following properties lying within the City of Minnetonka:

<b>2019 Nuisance Abatements – Project No. 4894 (5-year term)</b>				
<b>Project No.</b>	<b>Street No.</b>	<b>Street Name</b>	<b>PID</b>	<b>Assessment Amount</b>
N-559	12807	Melody La	22-117-22-11-0029	\$3,255.00
N-563	3513	Elmo Rd	14-117-22-42-0008	\$4,988.81
			<b>Subtotal</b>	<b>\$8,243.81</b>

Section 2. Council Action.

2.01. The proposed special assessments listed above are hereby adopted, and each tract of land is found to be benefited by the improvement in the amount of the assessment levied against it.

2.02. The special assessment may be paid within 30 days from the date of this resolution, or may be paid in a single installment in the same time and manner as the payment of real estate taxes with interest at the rate of 3.23 percent per annum. To the first installment of each assessment will be added interest on the entire assessment from the date of this resolution to December 31 of the year in which the first payment is payable. Subsequently, one year's interest on the remaining balance will be added to each subsequent installment. Any property owner may pay the entire unpaid balance of the assessment against his/her property at any time with interest accrued to December 31 of the year in which the payment is made, provided the payment is made before November 30 in the first year and before November 15 in subsequent years.

2.03. The owner of any property assessed may, at any time within 30 days following the adoption of this resolution, pay all or part of the assessment to the city, provided that partial payments are made in increments of not less than \$100 and provided that any balance remaining unpaid is not less than \$100 no interest will be charged on the amount paid.

2.04. The city clerk is directed to transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists and to be collected and paid over in the same manner as other municipal taxes.



Adopted by the City Council of the City of Minnetonka, Minnesota, on September 16, 2019.

---

Brad Wiersum, Mayor

Attest:

---

Becky Koosman, City Clerk

**Action on this resolution:**

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a meeting held on September 16, 2019.

---

Becky Koosman, City Clerk



## Resolution No. 2019-

### Resolution adopting special assessments for 2019 Diseased Trees Project No. 4902, one-year assessment term

Be it resolved by the City Council of the City of Minnetonka, Minnesota as follows:

Section 1. Background.

- 1.01. Pursuant to proper notice duly given as required by Minnesota statute, the Council has met on September 16, 2019 to hear and to pass upon all objections to the proposed special assessments for 2019 Diseased Tree Projects at the following properties lying within the City of Minnetonka:

2019 Diseased Tree Removal – Project No. 4902 (1-year term)				
Project No.	Street No.	Street Name	PID	Assessment Amount
T-1	14101	Council Cir	10-117-22-22-0008	\$81.29
T-3	16018	Gleason Lake Rd	05-117-22-11-0031	\$202.09
T-27	12809	Ridgemount Ave W	03-117-22-11-0058	\$395.16
T-8	3520	Meadow La	17-117-22-31-0018	\$409.38
T-10	14616	Woodhaven Rd	21-117-22-11-0066	\$566.09
T-29	14901	Belvoir Dr	21-117-22-13-0008	\$733.86
			<b>Subtotal</b>	<b>\$2,387.87</b>

Section 2. Council Action.

- 2.01. The proposed special assessments listed above are hereby adopted, and each tract of land is found to be benefited by the improvement in the amount of the assessment levied against it.
- 2.02. The special assessment may be paid within 30 days from the date of this resolution, or may be paid in a single installment in the same time and manner as the payment of real estate taxes with interest at the rate of 3.16 percent per annum. To the first installment of each assessment will be added interest on the entire assessment from the date of this resolution to December 31 of the year in which the first payment is payable. Subsequently, one year's interest on the remaining balance will be added to each subsequent installment. Any property owner may pay the entire unpaid balance of the assessment against his/her property at any time with interest accrued to December 31 of the year in which the payment is made, provided the payment is made before November 30 in the first year and before November 15 in subsequent years.
- 2.03. The owner of any property assessed may, at any time within 30 days following the adoption of this resolution, pay all or part of the assessment to the city, provided that partial payments are made in increments of not less than \$100 and provided that any balance remaining unpaid is not less than \$100 no interest will be charged on the amount paid.



2.04. The city clerk is directed to transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists and to be collected and paid over in the same manner as other municipal taxes.

Adopted by the City Council of the City of Minnetonka, Minnesota, on September 16, 2019.

---

Brad Wiersum, Mayor

Attest:

---

Becky Koosman, City Clerk

**Action on this resolution:**

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a meeting held on September 16, 2019.

---

Becky Koosman, City Clerk



**Resolution No. 2019-**

**Resolution adopting special assessments for 2019 Diseased Trees Project No. 4902,  
three-year assessment term**

Be it resolved by the City Council of the City of Minnetonka, Minnesota as follows:

Section 1. Background.

1.01. Pursuant to proper notice duly given as required by Minnesota statute, the Council has met on September 16, 2019 to hear and to pass upon all objections to the proposed special assessments for 2019 Diseased Tree Projects at the following properties lying within the City of Minnetonka:

<b>2019 Diseased Tree Removal – Project No. 4902 (3-year term)</b>				
<b>Project No.</b>	<b>Street No.</b>	<b>Street Name</b>	<b>PID</b>	<b>Assessment Amount</b>
T-28	3875	Susan La	19-117-22-11-0006	\$1,354.82
T-37	15345	Lynn Ter	28-117-22-34-0023	\$1,354.82
T-21	3128	Atwood Dr	15-117-22-13-0018	\$1,463.20
T-19	3622	Steele St	17-117-22-44-0022	\$1,495.95
T-47	5101	Baker Rd	27-117-22-41-0003	\$1,524.17
T-46	11410	Oakvale Rd N	14-117-22-44-0007	\$1,808.68
T-24	2433	Ford Rd	12-117-22-14-0022	\$1,883.58
T-25	12016	Douglynn Dr	35-117-22-21-0010	\$1,958.84
T-45	11314	Live Oak Dr	11-117-22-11-0009	\$2,520.07
T23/30	4740	Church La	26-117-22-12-0058	\$2,860.47
			<b>Subtotal</b>	<b>\$18,224.60</b>

Section 2. Council Action.

2.01. The proposed special assessments listed above are hereby adopted, and each tract of land is found to be benefited by the improvement in the amount of the assessment levied against it.

2.02. The special assessment may be paid within 30 days from the date of this resolution, or may be paid in a single installment in the same time and manner as the payment of real estate taxes with interest at the rate of 3.20 percent per annum. To the first installment of each assessment will be added interest on the entire assessment from the date of this resolution to December 31 of the year in which the first payment is payable. Subsequently, one year's interest on the remaining balance will be added to each subsequent installment. Any property owner may pay the entire unpaid balance of the assessment against his/her property at any time with interest accrued to December 31 of the year in which the payment is made, provided the payment is made before November 30 in the first year and before November 15 in subsequent years.



- 2.03. The owner of any property assessed may, at any time within 30 days following the adoption of this resolution, pay all or part of the assessment to the city, provided that partial payments are made in increments of not less than \$100 and provided that any balance remaining unpaid is not less than \$100 no interest will be charged on the amount paid.
- 2.04. The city clerk is directed to transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists and to be collected and paid over in the same manner as other municipal taxes.

Adopted by the City Council of the City of Minnetonka, Minnesota, on September 16, 2019.

---

Brad Wiersum, Mayor

Attest:

---

Becky Koosman, City Clerk

**Action on this resolution:**

Motion for adoption:  
Seconded by:  
Voted in favor of:  
Voted against:  
Abstained:  
Absent:  
Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a meeting held on September 16, 2019.

---

Becky Koosman, City Clerk



**Resolution No. 2019-**

**Resolution adopting special assessments for 2019 Diseased Trees Project No. 4902,  
five-year assessment term**

---

Be it resolved by the City Council of the City of Minnetonka, Minnesota as follows:

Section 1. Background.

1.01. Pursuant to proper notice duly given as required by Minnesota statute, the Council has met on September 16, 2019 to hear and to pass upon all objections to the proposed special assessments for 2019 Diseased Tree Projects at the following properties lying within the City of Minnetonka:

<b>2019 Diseased Tree Removal – Project No. 4902 (5-year term)</b>				
<b>Project No.</b>	<b>Street No.</b>	<b>Street Name</b>	<b>PID</b>	<b>Assessment Amount</b>
T-39	5309	Rogers Dr	27-117-22-44-0029	\$4,064.45
T-43	5358	Woodland Rd	29-117-22-44-0023	\$4,080.25
			<b>Subtotal</b>	<b>\$8,144.70</b>

Section 2. Council Action.

2.01. The proposed special assessments listed above are hereby adopted, and each tract of land is found to be benefited by the improvement in the amount of the assessment levied against it.

2.02. The special assessment may be paid within 30 days from the date of this resolution, or may be paid in a single installment in the same time and manner as the payment of real estate taxes with interest at the rate of 3.23 percent per annum. To the first installment of each assessment will be added interest on the entire assessment from the date of this resolution to December 31 of the year in which the first payment is payable. Subsequently, one year's interest on the remaining balance will be added to each subsequent installment. Any property owner may pay the entire unpaid balance of the assessment against his/her property at any time with interest accrued to December 31 of the year in which the payment is made, provided the payment is made before November 30 in the first year and before November 15 in subsequent years.

2.03. The owner of any property assessed may, at any time within 30 days following the adoption of this resolution, pay all or part of the assessment to the city, provided that partial payments are made in increments of not less than \$100 and provided that any balance remaining unpaid is not less than \$100 no interest will be charged on the amount paid.



- 2.04. The city clerk is directed to transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists and to be collected and paid over in the same manner as other municipal taxes.

Adopted by the City Council of the City of Minnetonka, Minnesota, on September 16, 2019.

---

Brad Wiersum, Mayor

Attest:

---

Becky Koosman, City Clerk

**Action on this resolution:**

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a meeting held on September 16, 2019.

---

Becky Koosman, City Clerk



**Resolution No. 2019-**

**Resolution adopting special assessments for 2019 Diseased Trees Project No. 4902,  
ten-year assessment term**

---

Be it resolved by the City Council of the City of Minnetonka, Minnesota as follows:

Section 1. Background.

1.01. Pursuant to proper notice duly given as required by Minnesota statute, the Council has met on September 16, 2019 to hear and to pass upon all objections to the proposed special assessments for 2019 Diseased Tree Projects at the following properties lying within the City of Minnetonka:

<b>2019 Diseased Tree Removal – Project No. 4902 (10-year term)</b>				
<b>Project No.</b>	<b>Street No.</b>	<b>Street Name</b>	<b>PID</b>	<b>Assessment Amount</b>
T-26	13320	Glenavon Ct	34-117-22-12-0047	\$6,768.43
			<b>Subtotal</b>	<b>\$6,768.43</b>

Section 2. Council Action.

2.01. The proposed special assessments listed above are hereby adopted, and each tract of land is found to be benefited by the improvement in the amount of the assessment levied against it.

2.02. The special assessment may be paid within 30 days from the date of this resolution, or may be paid in a single installment in the same time and manner as the payment of real estate taxes with interest at the rate of 3.55 percent per annum. To the first installment of each assessment will be added interest on the entire assessment from the date of this resolution to December 31 of the year in which the first payment is payable. Subsequently, one year's interest on the remaining balance will be added to each subsequent installment. Any property owner may pay the entire unpaid balance of the assessment against his/her property at any time with interest accrued to December 31 of the year in which the payment is made, provided the payment is made before November 30 in the first year and before November 15 in subsequent years.

2.03. The owner of any property assessed may, at any time within 30 days following the adoption of this resolution, pay all or part of the assessment to the city, provided that partial payments are made in increments of not less than \$100 and provided that any balance remaining unpaid is not less than \$100 no interest will be charged on the amount paid.



- 2.04. The city clerk is directed to transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists and to be collected and paid over in the same manner as other municipal taxes.

Adopted by the City Council of the City of Minnetonka, Minnesota, on September 16, 2019.

---

Brad Wiersum, Mayor

Attest:

---

Becky Koosman, City Clerk

**Action on this resolution:**

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a meeting held on September 16, 2019.

---

Becky Koosman, City Clerk



**City Council Agenda Item #13B**  
**Meeting of Sept. 16, 2019**

**Brief Description** Temporary on-sale liquor license for Unmapped Brewing, LLC, 14625 Excelsior Blvd.

**Recommendation** Hold the public hearing and grant the license

**Background**

The city has received an application for a temporary on-sale liquor license from Unmapped Brewing, LLC for an outdoor event at 14625 Excelsior Blvd.

**The Event**

Unmapped Brewing is requesting approval for an outdoor event on Saturday, Oct. 12, 2019. The event, Flannel Roots Music & Beer Festival, will be held from 11:00 a.m. – 11:00 p.m. at Unmapped Brewing. Beer will be sold outside of the licensed premise in the parking lot, which will require a temporary liquor license.

The event will feature live music, food trucks and chili cook-off, and outdoor games/activities. A planned 5k fun run/bike ride has been canceled. Outdoor activities will be done at 10:00 p.m. A temporary safety fence will surround the outdoor area.

**Parking and Security**

Unmapped Brewing has secured parking at Bethlehem Lutheran Church, First Minnetonka City Bank, and Glen Lake Optimists field. With site parking and the agreements, there are approximately 353 spaces available at those sites.

The entrance will have employees/volunteers in charge of checking identifications and issuing a wristband to those patrons age 21 and older. Staff at the event will only serve to those wearing a wristband.

**Outdoor Activity Including Intoxicating Liquor**

Minnesota State Statute 340A.404 subd 10(c) states that a brewery is eligible for a temporary liquor license for social events upon city approval:

(c) The governing body of a municipality may issue to a brewer who manufactures fewer than 3,500 barrels of malt liquor in a year a temporary license for the on-sale of intoxicating liquor in connection with a social event within the municipality sponsored by the brewer. The terms and conditions specified for temporary licenses under paragraph (a) shall apply to a license issued under this paragraph, except that the requirements of section 340A.409, subdivisions 1 to 3a, shall apply to the license.



340A.409, subdivisions 1 to 3a:

**Insurance required.** (a) No retail license may be issued, maintained, or renewed unless the applicant demonstrates proof of financial responsibility with regard to liability imposed by section 340A.801.

Unmapped Brewing has completed the license application and provided proof of insurance. Neighbors within 400 feet of the brewery were notified by Unmapped Brewing of the event. The city has not received any objections from neighbors. The police department will be notified of the event upon council approval.

There was one noise complaint to police from last years' event. The call was received later in the afternoon, but it wasn't found to be in violation of the noise ordinance. No complaints were received after hours.

**Recommendation**

Staff recommends the council hold the public hearing and grant the temporary liquor license in connection with the Flannel Roots Music & Beer Festival on Oct. 12, 2019.

Submitted through:

Geralyn Barone, City Manager

Julie Wischnack, AICP, Community Development Director

Originated by:

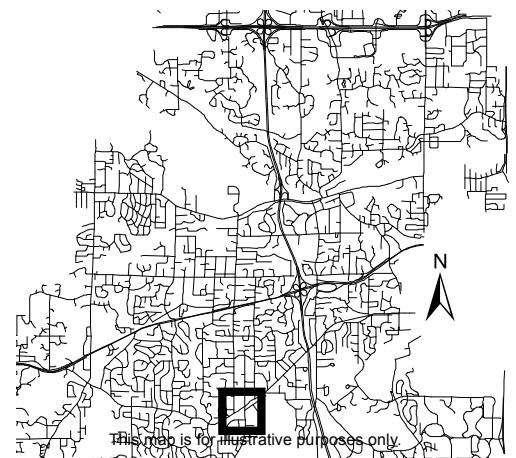
Fiona Golden, Community Development Coordinator



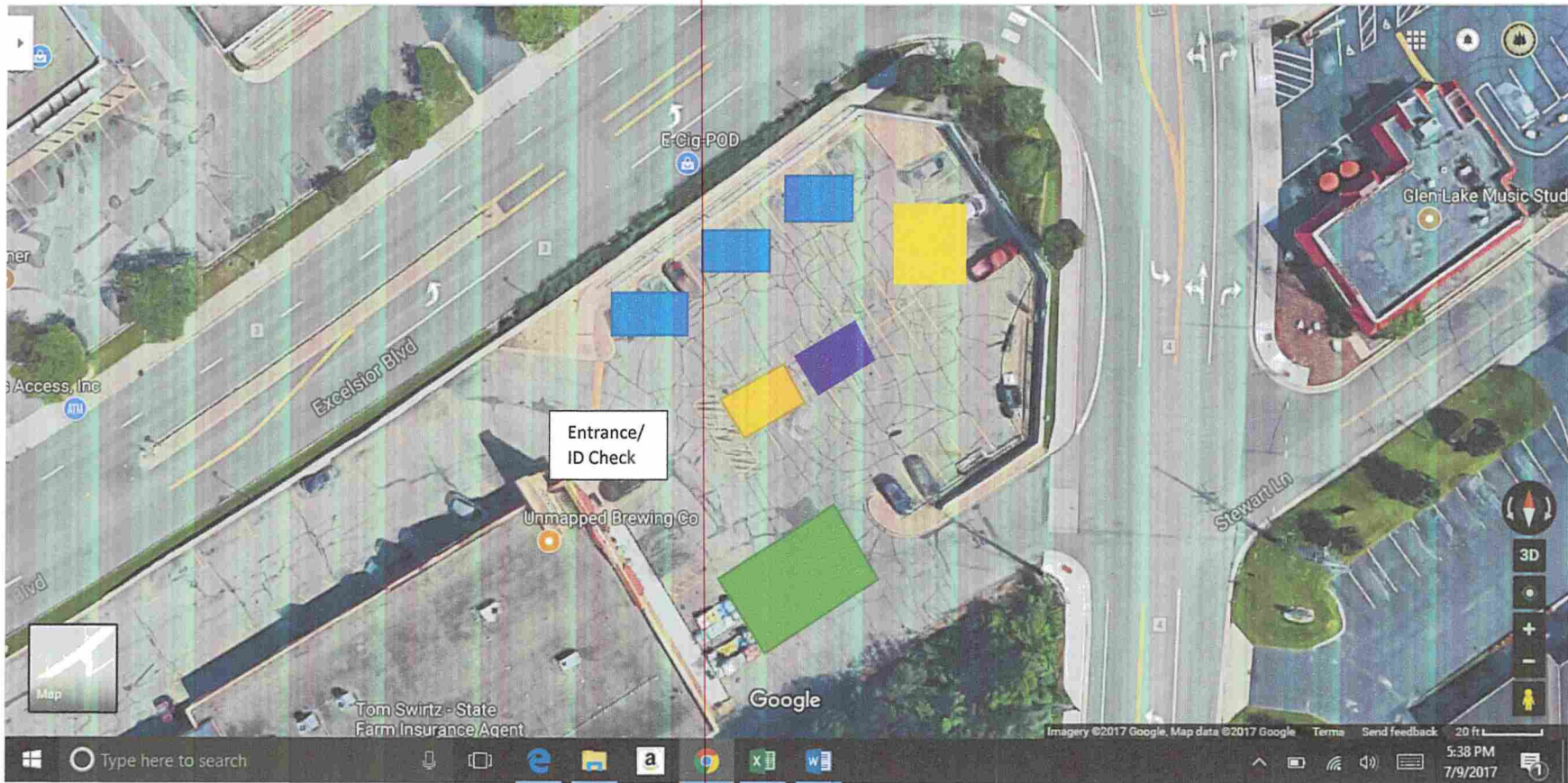


### Location Map


Unmapped Brewing  
14625 Excelsior Blvd.







**KEY:**

-  Food Trucks/Chili Cookoff
-  Stage/Music
-  Outdoor Bar (cash only)
-  Merchandise (cash only)
-  Outdoor Games





August 20, 2019

Dear Neighbor,

This letter is to inform you of a request that we, Unmapped Brewing Co., have made application to the City of Minnetonka for an event at the address of 14625 Excelsior Blvd, Minnetonka, MN, 55345. You are receiving this letter as the city requires us to notify everyone within 400 feet of the address above when we request an outdoor activity includes the serving or sale of liquor as described below:

Name of event: Flannel Roots Music & Beer Festival

Date(s) of event: October 12, 2019

Time of event: 11:00 AM – 11:00 PM (10:00 PM for outdoor activities)

Type of liquor served: Beer

Outdoor activities planned: We will be serving beer in an outdoor tent, in addition to hosting live music, food trucks and chili cook-off, and outdoor activities/games.

This letter serves as your notice that the city will review this application/request at a regular City Council Meeting. The tentative date for the public hearing before the city council is **September 16, 2019**. The meeting begins at 6:30 p.m. in the Council Chambers of the Minnetonka Community Center at 14600 Minnetonka Boulevard.

**If you have any comments, you may contact Fiona Golden, Community Development Coordinator, City of Minnetonka, at (952) 939-8274 or by e-mail to: [fgolden@eminnetonka.com](mailto:fgolden@eminnetonka.com).**

Most Sincerely,

Megan Park  
Co-Founder  
Unmapped Brewing Co.



## Flannel Roots Music & Beer Festival

Saturday, October 12

11:00 AM – 11:00 PM (outdoor area will close at 10:00 PM)

- 1) Fall Fun Activity (Fun Run or Bike Ride) (10:00 AM) **Event canceled**
  - a. Unmapped currently partners with HealthSource of Minnetonka to host a 5k “fun run” every month during the spring/summer. We would love to have something active to kick off the day!
  
- 2) Chili Cook-off (11:00 – 2:00 PM) – We’re trying to partner with local restaurants to create a chili contest. Customers would pay \$10 for a ticket and it would get them 5 small bowls of chili from each restaurant. They’d vote on their favorite
  
- 3) Live Music (2:00 – 9:00 PM)
  - The Common Ground Company
  - Southern Resident Killer Whales
  - TBD for remaining bands
  
- 4) Food Trucks (all day)
  - a. Fused
  
- 5) Pumpkin Patch – Potentially partnering with a local greenhouse to set up a fall fun area. Pumpkin patch, face painting, etc.



**City Council Agenda Item #13C**  
**Meeting of Sept. 16, 2019**

**Brief Description**                      Temporary on-sale liquor license for Underdog Rescue, MN, for use at 3739 Tonkawood Road

**Recommendation**                      Hold the public hearing and grant the license

**Background**

The city has received an application for a temporary on-sale liquor license from Underdog Rescue, MN for a fundraiser event to be held at Tonkadale Nursery, 3739 Tonkawood Road. Underdog Rescue is a foster-based rescue organization dedicated to rescuing, rehabilitating and placing "underdogs" in homes. The proceeds from the event will support the mission to rescue dogs from commercial breeding facilities.

The event will be held on Saturday, Oct. 12, from 12:00-4:00 p.m. The event will consist of craft beer, food trucks, silent auction, and specialty vendors. The event is a family-friendly event, so guests over 21 will be given a wristband to designate that they have had their ID-verified.

City liquor ordinances allow temporary on-sale liquor licenses to be issued to clubs and other charitable, religious, or not-for-profit organizations, subject to application, public hearing, and approval by the city council. Underdog Rescue, MN has completed the license application, paid the administrative fee, and provided proof of insurance. They are a non-profit charitable organization and are therefore eligible for a temporary liquor license.

Staff does not anticipate any difficulties in connection with serving beer at the event held on Oct. 12. The fundraiser will be held on one afternoon only, and only adults over the age of 21 will be allowed to be served beer.

Underdog Rescue has partnered with Bethlehem Lutheran Church, Minnetonka Campus for additional overflow parking. The city did not encounter any issues associated with the event last year, but the police department has been informed of the event to monitor if there are issues.

**Recommendation**

Staff recommends the council hold the public hearing and grant the license.

Submitted through:

Geraldyn Barone, City Manager

Julie Wischnack, AICP, Community Development Director

Originated by:

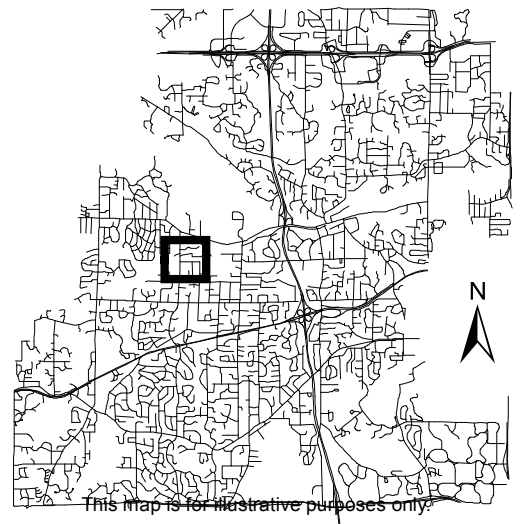
Fiona Golden, Community Development Coordinator





### Location Map

Applicant: Underdog Rescue, MN  
 Event Address: 3739 Tonkawood Road



This map is for illustrative purposes only.





Imagery ©2017 Google, Map data ©2017 Google 100 ft



Underdog Rescue Fundraiser  
**FLOOR PLAN**

Outdoor Retail space  
(Do not plan to use)

Outdoor retail and employee access only (Do not plan to use)

Door

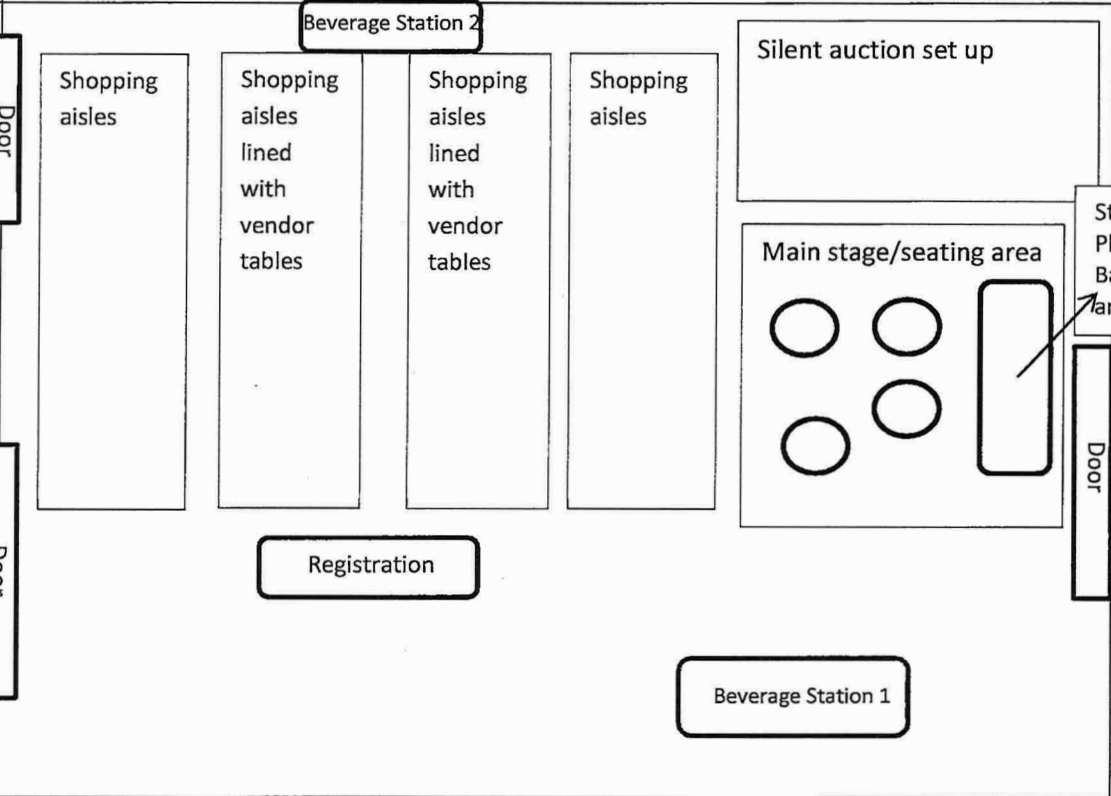
Other shopping/employee access only space

Outdoor space, partially covered. "break area" for dogs/people that need to take some quiet time.

Will be roped off with "no alcoholic beverages beyond this point" signs

Door

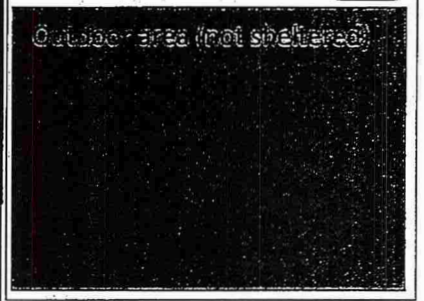
Door



Covered outdoor area

- set up tables for people to hang out
- Set up dog pen

Beverage Station 3



Outdoor part of the parking lot that does not have spaces for parking

- Food truck(s) sales

This area will also be roped off with "no alcoholic beverages past this point" signs

Main entry area/cashiers/alcove shopping spaces

Main Door





# UNDERDOG RESCUE

8/2/2019

July 5, 2017

RE: Underdog Rescue Fundraiser Temporary Liquor License Permit Request

Dear Minnetonka City Council,

In conjunction with the application for our temporary liquor license permit, outlined below is our plan for parking during this event. *October 12th*

On Saturday ~~September 23<sup>rd</sup>~~, our fundraiser will be held at Tonkadale Greenhouse. We developed a plan with Jessie Jacobsen, owner and operator of this business. The fundraiser will be held between the hours of ~~1:00pm-5:00pm~~. During which time Tonkadale employees will be utilizing only parking spaces designated for them. *12:00 - 4:00 PM*

Underdog Rescue volunteers register in advance for timeslots in which they will be helping during the event. They are instructed to carpool, and park in one of two designated volunteer shuttle locations:

- Park & Ride located on Minnetonka Blvd and Tonkawood Road
- Metro Transit Park and Ride at Hopkins Crossroads

We have 2, twelve passenger vans that will be scheduled to pick up our volunteers at these locations. Active alumni who wish to ride may also join the shuttles at either location. The schedule will be communicated in our alumni Facebook group so they may choose where to park.

Tonkadale's parking lot can accommodate up to 65 vehicles, as well as additional street parking within posted signs.

We have also reached out to Minnetonka Lutheran Church to arrange for overflow parking if necessary.

Our previous events see an average of 300 people, we are hoping to increase that number this year, but believe that this parking plan will be able to accommodate that traffic over the course of 4 hours.

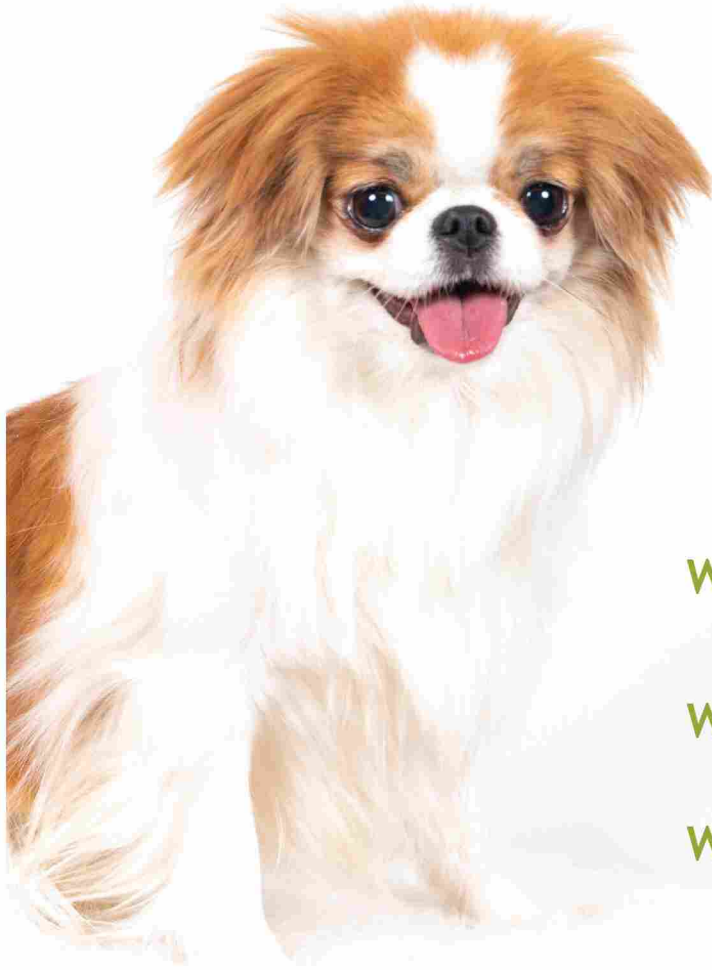
Thank you for your consideration.

Sincerely,

Shannon McKenzie  
Executive Director

CC: Jessie Jacobson, Tonkadale Greenhouse





# UNDERDOG RESCUE BISCUITS & BLOOMS

- WHEN:** SATURDAY  
OCTOBER 12, 12-4 PM
- WHERE:** TONKADALE GREENHOUSE  
3739 TONKAWOOD RD, MINNETONKA
- WHO:** ALL DOGS ARE WELCOME!  
Please no retractable leashes.  
Dogs should be OK in a crowd and with other dogs.

Join us for delicious food from Herbivorous Butcher, Bark and the Bite, beer from Back Channel Brewing, and other treats! We'll also have our fabulous silent auction, a wine wall, Underdog merchandise, fun vendors, a photo booth, and a donation wall for special pups currently in our rescue. Many adoptable dogs will be there, so you might meet your new best friend. There's something for everyone and we can't wait to celebrate with you this year!

## THANK YOU TO OUR SPONSORS



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Wealth Management

[tonkdale.com](http://tonkdale.com)

[edinaplasticsurgery.com](http://edinaplasticsurgery.com)

[rbcwm-usa.com](http://rbcwm-usa.com)



The  
HERBIVOROUS  
BUTCHER



[www.underdogrescuemn.com](http://www.underdogrescuemn.com) • [facebook.com/UnderdogRescueMN](https://facebook.com/UnderdogRescueMN)

Underdog Rescue is a non-profit, foster-based rescue dedicated to the rehabilitation and permanent placement of homeless dogs.



**City Council Agenda Item #14A  
Meeting of Sept. 16, 2019**

**Brief Description**

Concept plan for Villas at Woodhill at 4323 and 4325 Woodhill Road and 14335 Coronet Drive

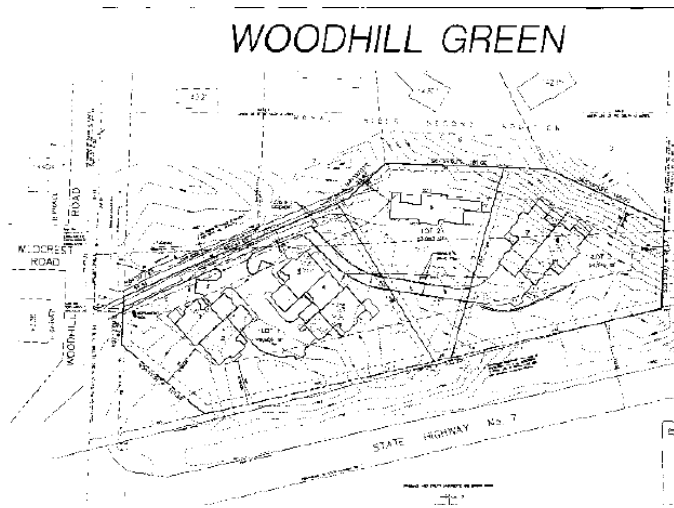
**Recommendation**

Discuss the concept plan with the applicant. No formal action required.

**Background**

In **2002**, the property owners, Vicki and Michael Siskin, submitted WOODHILL GREEN, a seven-unit townhome development proposal at 4325 Woodhill Road. At the time, a neighborhood meeting was held, and neighbors were concerned with tree removal, density, traffic, and drainage.

Staff also had a number of concerns, including significant concerns regarding tree removal and access to the development through 4323 Woodhill Road. The property owners ultimately withdrew the plan prior to the planning commission meeting with the intent to redesign.



The property owners have retained ownership of 4325 Woodhill Road and recently purchased the property at 4323 Woodhill Road.

**Concept**

The property owners, Vicki and Michael Siskin, have now submitted a concept plan for the redevelopment of three properties generally at the Highway 7 and Woodhill Road intersection. The combined properties have an area of roughly 3.6 acres. All properties are zoned R-1 and have a corresponding low-density residential land use designation, which allows up to 4 units per acre. The concept plan contemplates 13 lots for 11 new homes. The existing





homes at 4323 Woodhill Road and 14335 Coronet Drive would remain, but the lots would be reconfigured and incorporated into the plat. The home located at 4325 Woodhill Road would be removed. A new public cul-de-sac would also be constructed with the project. The site has a significant amount of mature trees, but it was previously determined after reviewing the site and tree information, that the woodland is too fragmented to be regulated as a woodland preservation area. However, redevelopment of the property would be regulated by the city's tree protection ordinance which allows the removal of up to 35 percent of the site's high priority trees unless developed as a PUD, planned unit development. In evaluating a PUD which removes more than 35-percent of trees, the city would evaluate the extent to which the steps were taken to preserve the protected trees, considering such things as:

1. Using creative design, which may include the clustering of homes, reducing lot sizes, reducing or expanding normal setbacks, custom grading, retaining walls, buffers, and establishing the size and location of building pads, roadways, utilities, and driveways;
2. Preserving the continuity of woodland preservation areas by developing at the edges of those areas rather than at the core;
3. Exercising good faith stewardship of the land and the trees both before subdivision and after, including the use of conservation easements when appropriate; and
4. Minimizing the impact to the character of the existing landscape and neighborhood.

If a formal application were submitted, the proposed development would likely require a rezoning and preliminary and final plats.

### **Review Process**

Staff has outlined the following review process for the proposal. At this time, a formal application has not been submitted.

- **Neighborhood Meeting.** The developer held a neighborhood meeting on Feb. 27, 2019. Eight people attended the meeting. The discussion focused on the \$600,000 price point, type of townhomes, and the proposed ecology and restoration concept. Concerns raised by neighbors related to traffic, setbacks, and stormwater. Overall the neighbors were slightly uncomfortable with the density of the plan but supported the single-level living aspect.
- **Planning Commission Concept Plan Review.** The planning commission reviewed the concept plan on Aug. 1, 2019. Eight area residents addressed the commission, voicing concerns primarily related to drainage, density, and traffic. Planning commissioners expressed support of the villa housing type but were ultimately uncomfortable with the density of the development.
- **City Council Concept Plan Review.** The city council Concept Plan Review is intended as a follow-up to the planning commission meeting and would follow the same format as the planning commission Concept Plan Review. No staff recommendations are provided, the public is invited to offer comments, and council members are afforded the opportunity to ask questions and provide feedback without any formal motions or votes.



**Staff Recommendation**

Staff recommends the city council provide comment and feedback on the identified key issues and any others that the council deem appropriate.

Through:       Geraldyn Barone, City Manager  
                  Julie Wischnack, AICP, Community Development Director  
                  Loren Gordon, AICP, City Planner

Originator:     Ashley Cauley, Senior Planner



**MINNETONKA PLANNING COMMISSION**  
**Aug. 1, 2019**

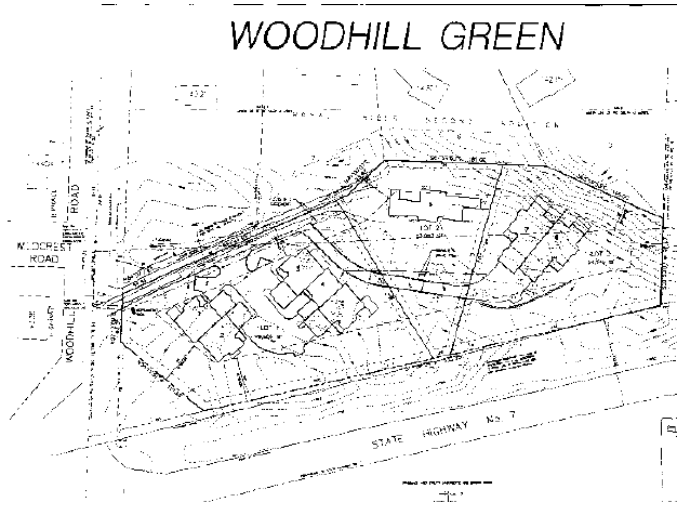
**Brief Description** Concept Plan for Villas at Woodhill at 4323 and 4325 Woodhill Road and 14335 Coronet Dr.

**Action Requested** Discuss concept plan with the applicant. No formal action required

**Background**

In 2002, the property owners, Vicki and Michael Siskin, submitted WOODHILL GREEN, a seven-unit townhome development proposal at 4325 Woodhill Road. At the time, a neighborhood meeting was held, and neighbors were concerned with tree removal, density, traffic, and drainage.

Staff also had a number of concerns, including significant concerns regarding tree removal and access to the development through 4323 Woodhill Road. The property owners withdrew the plan prior to the planning commission meeting with the intent to redesign.



The property owners have retained ownership of 4325 Woodhill Road and recently purchased the property at 4323 Woodhill Road.

**Concept Plan**

The property owners, Vicki and Michael Siskin, have now submitted a concept plan for the redevelopment of three properties generally at the Highway 7 and Woodhill Road intersection. The combined properties have an area of roughly 3.6 acres. All properties are zoned R-1 and have a corresponding low-density residential land use designation. The concept plan contemplates 13 lots for 11 new homes. The existing home at 4323 Wood Road and 14335 Coronet Dr. would remain, but the lots would be reconfigured and incorporated into the plat. A new public cul-de-sac would also be constructed with the project. The site has a significant amount of mature trees but is was previously





determined that the woodland is too fragmented to be regulated as a woodland preservation area.

If a formal application were submitted, the proposed development would likely require a rezoning and preliminary and final plats.

### **Review Process**

Staff has outlined the following review process for the proposal. At this time, a formal application has not been submitted.

- **Neighborhood Meeting.** The developer held a neighborhood meeting on Feb. 27, 2019. Eight people attended the meeting. The discussion focused on the \$600,000 price point, type of townhomes, and the proposed ecology and restoration concept. Concerns raised by neighbors related to traffic, setbacks, and stormwater. Overall the neighbors were slightly uncomfortable with the density of the plan but supported the single-level living aspect.
- **Planning Commission Concept Plan Review.** The planning commission Concept Plan Review is intended as a follow-up to the neighborhood meeting. The objective of this meeting is to identify major issues and challenges in order to inform the subsequent review and discussion. The meeting will include a presentation by the developer of conceptual sketches and ideas, but not detailed engineering or architectural drawings. No staff recommendations are provided, the public is invited to offer comments, and planning commissioners are afforded the opportunity to ask questions and provide feedback without any formal motions or votes.
- **City Council Concept Plan Review.** The city council Concept Plan Review is intended as a follow-up to the planning commission meeting and would follow the same format as the planning commission Concept Plan Review. No staff recommendations are provided, the public is invited to offer comments, and council members are afforded the opportunity to ask questions and provide feedback without any formal motions or votes.

### **Staff Recommendation**

Staff recommends the planning commission provide comment and feedback to assist the applicant with a future direction that may lead to the preparation of more detailed development plans.

Originator: Ashley Cauley, Senior Planner



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## ADDITIONAL INFORMATION

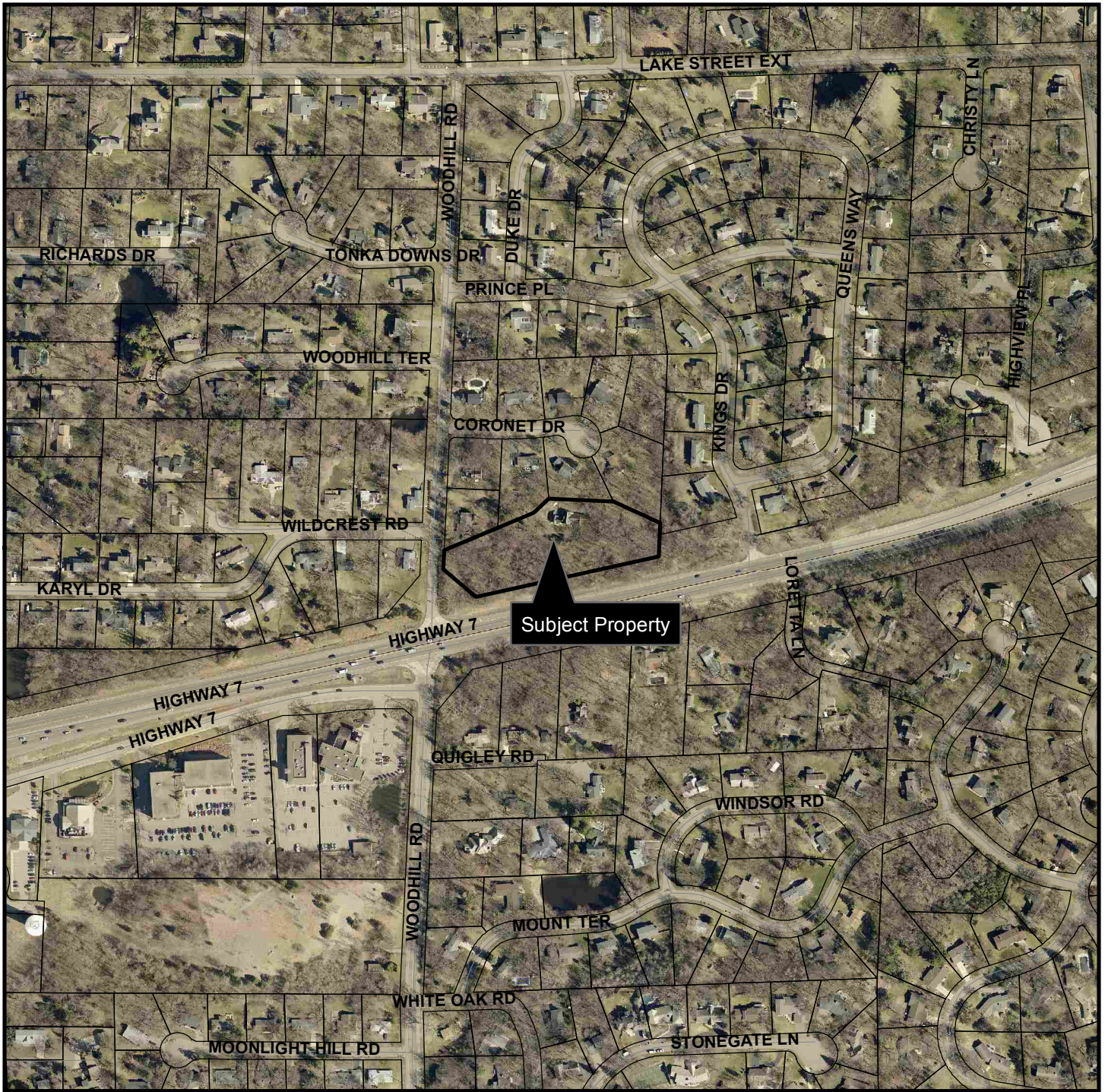
### Next Steps

- **Formal Application.** If the developer chooses to file a formal application, notification of the application would be mailed to area property owners. Property owners are encouraged to view plans and provide feedback via the city's website. Through recent website updates: (1) staff can provide residents with ongoing project updates, (2) residents can "follow" projects they are particularly interested in by signing up for automatic notification of project updates; (3) residents may provide project feedback on project; and (4) and staff can review resident comments.
- **Council Introduction.** The proposal would be introduced at a city council meeting. At that time, the council would be provided another opportunity to review the issues identified during the initial Concept Plan Review meeting and to provide direction about any refinements or additional issues they wish to be researched, and for which staff recommendations should be prepared.
- **Planning Commission Review.** The planning commission would hold an official public hearing for the development review and would subsequently recommend action to the city council.
- **City Council Action.** Based on input from the planning commission, professional staff, and the general public, the city council would take final action.

### City Roles and Responsibilities

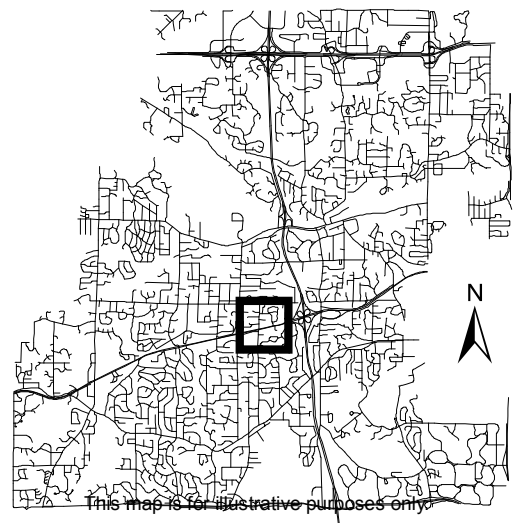
- **City Council.** As the ultimate decision-maker, the city council must be in a position to equitably and consistently weigh all input from their staff, the general public, planning commissioners, applicants, and other advisors. Accordingly, council members traditionally keep an open mind until all the facts are received. The council ensures that residents have an opportunity to effectively participate in the process.
- **Planning Commission.** The planning commission hosts the primary forum for public input and provides clear and definitive recommendations to the city council. To serve in that role, the commission identifies and attempts to resolve development issues and concerns prior to the council's consideration by carefully balancing the interests of applicants, neighbors, and the general public.
- **City Staff.** City staff is neither an advocate for the public nor the applicant. Rather, staff provides professional advice and recommendations to all interested parties, including the city council, planning commission, applicant, and residents. Staff advocates for its professional position, not a project. Staff recommendations consider neighborhood concerns but necessarily reflect professional standards, legal requirements, and broader community interests.





### Location Map

Project: Sicken Property  
Address: 4325 Woodhill Rd





## **Villas at Woodhill**

4325 Woodhill Road and 4323 Woodhill Road

Owners – Vicki and Michael Siskin

### ***Our Vision for the Property***

We are long-time owners of this property who now would like to pass ownership on to others. We envision a close-knit community of 11 new units, and one existing home, in a wooded setting where the open space and stormwater are managed to benefit the natural environment. Our choice of housing style (one-level Villa) is responding to a market demand and will add variety to Minnetonka's housing stock. The neighborhood generally accepts our approach, with some neighbors knowing for many years of the potential for the property to be developed.

### ***History of Property***

Vicki and Michael Siskin have owned the property at 4325 Woodhill Rd since **2001**. The 2.48-acre property was purchased from Robert Lorenz as a developable property with concept plans provided to us. In **2002** we submitted an application to the City of Minnetonka for a 7-unit town home PUD development on the 2.48-acre parcel with the intention of keeping the existing cottage style home. We held a successful neighborhood meeting with Susan Thomas in attendance. The majority of the neighbors were in favor of the lower profile 1 level townhome placed strategically on the site as opposed to larger 2 story homes that would have had a greater impact on trees.

Because of the changing market conditions in real estate at that time we decided to put on hold our development plans.

In **2007** we revisited our concept and consulted with Kim Chapman of Applied Ecological Services, to look at conservation design implementation to include oak woodland restoration, buckthorn removal and alternate storm water treatment. In this concept it was recommended to remove the existing home and propose 11 one-level townhome units.

In **2018** we revisited our project, and with much research on market demand, builder and buyer input in both Minnetonka and other communities, revised our concept to use the best practices of market demand, ecology, site location and our previous concept plans. The revised concept uses a one level Villa style home on



smaller lots without a common wall in a price range that would meet a large demand for a product preferred by our aging population who want to age in place in a community where they already live. To accomplish our goal, we purchased an additional property at 4323 Woodhill Road and secured another small parcel that abuts our property.

In March of **2019** we held a neighborhood meeting with many of the same homeowners from 2002 in attendance.

### ***The Owners***

Vicki and Michael Siskin are the owners of this property. Vicki has been a real estate agent/broker for over 36 years and has developed 3 other residential developments, 2 in Minnetonka (Orchard Hill and Haven Woods) and 1 in Plymouth (Pine Creek). Vicki has a diverse expertise in real estate as well as experience in affordable housing, working with Homes Within Reach since their inception in 2002. She understands the market needs for the first-time buyer, work force families, as well as the aging population. She strives to be responsible both as a developer and as a real estate professional in overcoming the many challenges of the diverse group of homebuyers.

### ***The Site***

The site consists of 2 properties, 4325 and 4323 Woodhill Road, and a small piece of property that will be acquired, which abuts our property for a total of approx. 3.15 acres.

The site is along Highway 7 with quick access to I-494, which is ideal for development of a Villa home neighborhood. Office, commercial, townhouses, and retail already run along Highway 7 to the immediate south and west. With Highway 7 on the south, Woodhill on the west, and a large dip in the land and houses spread out to the east, this property and its development minimally impacts the five abutting neighbors. In fact, we purchased the home at 4325 Woodhill Road to offer more development flexibility for the road and mitigate the number of homes affected. It is currently rented and will be renovated and sold in the future.

### ***The Environment***



The Woodhill project will preserve green space, improve the quality of damaged oak woodland vegetation<sup>1</sup>, manage stormwater runoff using BMPs, and preserve a vegetated buffer along Highway 7.

Green space in the Woodhill project covers about two-thirds of the 3.15-acre site, with one-third of the site dedicated as community open space and in a stormwater basin. See table below.

Land Cover	Acres	Percent of Project
<b>Green Space</b>	<b>2.06</b>	<b>65</b>
Community Open Space	0.93	30
Stormwater Basin	0.07	2
Vegetated Right-of-Way	0.14	4
Lot Grounds	0.92	29
<b>Developed Land</b>	<b>1.09</b>	<b>35</b>
Pavement (Drives & Road)	0.46	15
Buildings	0.63	20
<b>Total</b>	<b>3.15</b>	<b>100</b>

Soils on the project are sandy loams, which quickly infiltrate runoff. The 1.09 acres of impervious cover will be infiltrated on backs of lots, in the road right-of-way, and in a stormwater basin. The basin will be sized to meet Minnetonka’s standards for volume and rate control, and water quality protection.

The quality of the oak woodland in the community open space will be improved. European buckthorn and select green ash and box elder will be removed to increase light reaching the ground, helping ground layer plants. A prescribed burn will be carried out to stimulate growth of native plants in the ground layer and seedbank. Of the 46 high priority and significant oaks associated with the property, 16 will be removed for a road and eleven building sites. (An existing building will not affect oaks.) Sixty-five percent of high priority and significant oaks will be retained.

### ***The Villa Style Home and Pricing***

While our proposed target price range in 2002 was \$325,000-450,000 for townhouses, 17 years later that target price range has increased to \$550,000-600,000 for a smaller 1500-1600 sq. ft. detached one-level home. Even with substantial increases in lumber, wages, and inflation we feel our selected

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<sup>1</sup> The site is not an oak woodland as defined by Minnetonka’s tree protection ordinance.



contractors can deliver this product at this price point, which has been successful in other communities, but more outside the first or second suburban ring where land is less expensive and communities are farther out. Demographics are changing as America ages; many people are looking for smaller, easier to manage one story Villa living with minimal yard and snow maintenance. We have heard residents express to us that they want to stay or live in Minnetonka, in a new Villa home, but are only finding Minnetonka properties to buy in excess of \$800,000.

The proposed 11 new Villa-style home lots, the existing home, and the less than ideal highway location give us with the ability to keep costs low enough to hit the target price range, while also providing the City of Minnetonka with compelling benefits to grant a PUD for this project. We will provide greater preservation of natural resources than we have seen in other developments, preserve existing housing stock by updating the current home at 4323 Woodhill Rd., and add diversity to the housing type, size and price in Minnetonka by offering the Villa style homes.

### ***Neighborhood Meeting***

Vicki, Michael, and Kim Chapman met with the neighbors at a meeting at Davanni's on Highway 7 on Wednesday, February 2 . Ashley Cauley was in attendance as well as Deb Calvert, City Council Member At Large.

Nine neighbors signed in for the meeting, representing 6 households. Three of these households also attended in 2002, so they have known about the development potential for 17 years. Here is a recap of the concerns expressed and our response.

- The Cross family, abutting the property to the north, wondered what the development would look like and asked about buffering. We expressed that we will work with them to select a suitable buffering solution. They also expressed their preference to not remove the current house at 4323 Woodhill, so our decision to retain the home will resonate well with them.
- Some residents noted the current drainage issues on properties to the north. They note that water collects and can freeze, melt, and refreeze and that the soil was clay. Ashley, Kim Chapman, and the Siskins explained the depth of analysis that the city and the Siskin's engineers would employ to address all drainage concerns. Kim's approach is designed to address drainage issues in environmentally friendly and creative ways.
- We discussed setbacks.
- General comments were made about traffic, and whether it would be a city or private road.



- Many neighbors were also interested in the buckthorn removal and the proposed prescribed burn.

To summarize, we found the meeting was pleasant, neighbors appreciate the engagement and our efforts to help minimize impact with screening, buffering, and the setback of building pads from their homes.

### ***The Builders***

While one specific builder has not been chosen, there are several reputable and experienced builders who are interested in this site and the Villa style lots to replicate their one-level floor plans that have been successful for them in other communities.

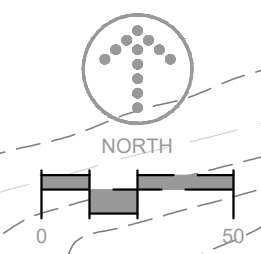
Finally, thank you for your consideration of this project and the benefits we believe it will provide the City of Minnetonka and its residents.





**LEGEND**

	TPD 9	SIGNIFICANT OAK (8"+ DBH)
	TPD 30	HIGH PRIORITY OAK (15"+ DBH)
	TPD 9	IMPACTED SIGNIFICANT OAK
	TPD 30	IMPACTED HIGH PRIORITY OAK
	COMMUNITY OPEN SPACE	
	STORMWATER BASIN	
	VEGETATED RIGHT-OF-WAY	
	LOT GROUNDS	
	PAVEMENT (DRIVES & ROAD)	
	BUILDINGS	



**CONCEPT D** 06.05.2019







14600 Minnetonka Blvd. | Minnetonka, MN 55345 | 952-939-8200 | [eminnetonka.com](http://eminnetonka.com)

**To:** Planning Commission  
**From:** Loren Gordon, AICP, City Planner  
**Date:** Aug. 1, 2019  
**Subject:** Change Memo for the Aug. 1<sup>st</sup> Planning Commission Agenda

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### ITEM 8B – Bird Song

Attached are comments provided by the Minnehaha Creek Watershed District.

### ITEM 9A – Villas at Woodhill

The attached comment was received after distribution of the packet.

**From:** [REDACTED]  
**To:** [Mike Happe](#); [Ashley Cauley](#)  
**Subject:** Concept plan Review - Villas at Woodhill  
**Date:** Wednesday, July 31, 2019 10:45:30 PM

---

Hi Mike and Ashley,

My wife and I and our 3 year old son live at 4321 Woodhill Road directly adjacent to the proposed development. It's looking like I won't be able to make the meeting tomorrow so I just wanted to voice my opposition and concerns. Like many families surrounding the site we feel it's too many houses to add to such a small lot. We bought our property because we loved the neighborhood and the views of trees from our house. I love the oak trees and I am grateful for the woods currently blocking the view and sounds of hwy 7. We are already on edge about the traffic in the neighborhood and are worried about what adding so many houses on the street will do.

Thank you for reading and for your consideration.  
Andrew Cross  
[REDACTED]



Neighborhood feedback received since the  
planning commission meeting



# Carolyn Fackler



14613 Karyl Drive • Minnetonka, MN 55345 • Phone: 952.594.1270  
E-Mail: c.m.fackler@gmail.com

Date: August 1, 2019

Councilman Mike Happe  
Ward 3 Council Member  
City of Minnetonka  
14600 Minnetonka Boulevard  
Minnetonka, MN 55345

Dear: Councilman Happe

On July 20<sup>th</sup>, I received a yellow flier in the mail regarding a proposed development concept for the properties at 4323 & 4325 Woodhill Road and 14325 Coronet Drive. While I intended to attend the Planning Commission hearing this evening, I struggled with childcare at the last minute and appreciate your taking written comments in lieu of attendance. While I applaud the many efforts this city to replace older cottage-style and lake homes, many unkempt, with newer housing stock and am delighted to hear that the developer's intent is to environmentally sensitive in a variety of ways including leaving a standing buffer of established canopy trees along Highway 7 and eradicating buckthorn on the property, I have a few concerns regarding the proposal and the neighborhood in which it resides.

From a traffic safety standpoint on Woodhill Road, I would prefer that the existing house at 4323 Woodhill Road be razed with the proposed development. This would allow the roadway connection to be built directly across from the existing Wildcrest Road, making a safer intersection especially with its proximity to Highway 7. Consider that the majority of the vehicular trips made by these residents will be to access Williston Road via Wildcrest Road and Karyl Drive. Staggered intersections, like the one on the concept plan are not desirable for predominately cross-traffic maneuvers. Also, by aligning the roadway in a more northern alignment, there is also a better chance that the five trees just south of the currently proposed roadway will survive as the currently proposed alignment appears to be within the drip line of those five trees, so construction of the roadway would adversely affect these trees. Also, this intersection will continue to need to be lit.

There is a heavy emphasis on the existing oak trees in the concept plan. I am a huge fan of saving slow growing, hardwood trees such as oaks, but am also increasingly concerned about biodiversity especially with the large amount of elms that we've recently lost in the area. Hopefully, following the removal of buckthorn and the burn, there is an effort to increase native undergrowth vegetation that includes additional trees that will one day replace the existing oaks. Further, I hope there will be a plan in place to keep the outlot areas from becoming re-infested with buckthorn, garlic mustard and creeping Charlie.

The concept plan calls these one-level villa style houses affordable at \$550,000-600,000. This concerns me greatly. We are blessed in this neighborhood with neighbors that are familiar with one another. We are not a stagnant neighborhood, but don't see high turnover. I am concerned that these prices are overinflated with the current market that will eventually lead to abandonment or foreclosure in the next housing market cycle. I would prefer more reasonably priced housing that could appeal to a wide variety of people including first-time homebuyers as





well as people seeking one-floor living due to physical limitations. Along these lines, I want to see these homes built with high accessibility standards (fully accessible for physically disabled residents). The road and cul de sac should be built to maneuver a Metro Mobility bus.

Finally, as I stated before, the majority of the traffic in and out of this development will likely include Wildcrest Road and Karyl Drive. We, the residents along Wildcrest Road and Karyl Drive, continue to ask that the city consider implementing some low-cost traffic calming techniques on these two roadways. There are sixteen children under the age of ten on these two blocks. They enjoy riding bikes or walking to one another houses or the cul de sac. About half of them are now school-aged and the bus stop is at the intersection of the two roads. The new development will add nine new houses with a statistical average of two cars apiece to the traffic along our already busy street.

Thank you for your consideration in these and all matters. Let me know if you have any questions on my comments.

Sincerely,

Carolyn Fackler



**9. Other Business**

**A. Concept plan for Villas at Woodhill at 4323 and 4325 Woodhill Road and 14335 Coronet Drive.**

Chair Kirk introduced the proposal and called for the staff report.

Cauley reported. She recommends that commissioners provide comments and feedback to assist the applicant with future direction that may lead to the preparation of more detailed development plans.

Sewall confirmed with Cauley that the tree protection ordinance would be applied if an application would include rezoning and a subdivision.

Michael Siskin, applicant, introduced his wife, Vicki Siskin, and Kim Chapman, an ecologist. Mr. Siskin stated that:

- The proposal has a low-impact, conservation focus.
- He has met with staff and listened to neighbors.
- The comprehensive plan wants to attract new residents and make housing available for existing residents.
- The area has a lot of commercial businesses as well as office and retail uses to the west and south.
- The property is on a highway. There is some noise. The property has some challenges.
- The price point would range from \$500,000 to \$650,000. There is a lack of new housing for aging residents to downsize in Minnetonka.
- He held a neighborhood meeting in February.
- There would be a nice buffer of trees between the setback and the right of way.
- The existing house would remain. There would be 11-clustered lots. He identified where the retention pond would be located. There would be community green space.
- There are dead and diseased trees and buckthorn on the site.

Mr. Chapman stated that:

- The proposal is a compromise between development and preservation.
- He looked for opportunities to connect natural resources in chunks.
- About two thirds of the site would remain green space by creating smaller lots with a house with a small footprint.
- The road would be the standard 28-foot width.
- A third of the site would have impervious cover.



- The site has a fast infiltration rate. The runoff would be distributed over open space and then to an infiltration basin.
- The goal is to remove the buckthorn on Hwy 7. The focus is on oak regeneration and thinning boxelder and ash trees.

Mr. Siskin provided examples of the proposed houses. He was available for questions.

Henry likes how the proposal would provide public, open, green space. He supports preservation of the oak trees. He suggested adding a trail that would border all properties or a dog walking area. He asked if there would be a trail in the green space. Mr. Siskin stated that he is open to something like that.

Luke asked if he had considered lower density. Mr. Siskin stated that there would be less control to save natural features with an R-1 residential district than with a planned unit development. The proposal would provide a transition between the commercial uses and single-family residences.

Sewall asked what would be considered green space. Mr. Chapman answered any land that does not have pavement on it. That would equal 65 percent of the site. A conservation area would cover a third of the site and would run with the property deed. There would be a stewardship plan to ensure that all property owners would understand that the land would be required to be managed as a natural area. There would be an annual inspection. The home owner's association would be responsible for providing funds to keep the area natural.

Mr. Chapman explained the slopes of the site and drainage patterns.

Henry asked how long he estimates it would take to complete construction. Ms. Siskin, a realtor, stated that two builders would be used so construction could be completed in two years. There is a huge demand for one-level, detached townhomes at this price point.

Chair Kirk invited those present to comment.

Brian Grogan, 14409 Woodhill Terrace, stated that:

- His property is a storm runoff pond. He has been working with engineering staff to deal with flooding in his backyard.
- The pond needs to be dredged and made larger. The city has pumped the pond the last five years. He has had water reach his house the last two years.
- He was sure the developer is a good developer.
- Eleven townhomes would be too many for the site. Four houses would fit on the site.
- The neighborhood has a lot of walk-out ramblers built in the 1950s.
- His pond does not have the capacity to take on more water.



James Fox, 14268 Coronet Drive, stated that:

- This proposal is worse than the previous one.
- Eleven units would be incompatible with the surrounding neighborhood. It would destroy the Royal Hills community.
- It would create too much traffic. The traffic is already horrible.
- Water is encroaching on his property and has been worse the last five years.

Kurt Weissenfels, 4216 Woodhill Road, stated that:

- The lot sizes would not fit with the neighborhood.
- The amount of hard surface coverage would equal 35 percent.
- Water was pumped from the catch basin onto Woodhill Road and traveled to the lower catch basin. Some backyards had standing water. Adding more than an acre of hard surface cover on the top of Woodhill Road is a bad idea.
- He was concerned that the townhomes would have to be sold for \$300,000 and bring down property values. He would like to know the square footage of the price comparisons.
- There needs to be a plan to handle the stormwater.

Louis Larson, 14300 Coronet Drive, stated that:

- His neighbor's house has flooded five times in two years. Anymore water would cause more damage.

Allen Bloch, 14368 Coronet Drive, stated that:

- He was concerned with water, density, and traffic.
- The water runoff is terrible right now.
- The line of sight would be impacted. Houses would be seen instead of trees and green space.
- Construction over two years would create noise and dirt.
- The project would decrease property values.
- He was concerned with vehicles endangering children.
- He opposed the project.

Caleb McKnee, 14404 Wildcrest Road, stated that:

- He is already kept awake by traffic noise. He would like a noise test done to see how much the noise would increase.
- He has enough problems with water.



- He does not think a young buyer would spend \$600,000 on the proposed villas.
- He would not be able to sell his house during construction.
- He has not found a neighbor in support of the proposal.

There was a five-minute break.

Laurie Frahm, 4318 Kings Drive, stated that:

- The house north of the pond has bags of sand because of the water traveling onto his property. There cannot be an increase in the amount of water.

Pat Tollefson, 14301 Coronet Drive, stated that:

- There would be too many houses in too small an area.
- Her house would be located below the site.
- She was not opposed to the area being cleaned up. The trees are not attractive, but she wants what looks good preserved.
- The houses would be one story tall, but located on a hill.
- She opposed a trail being located on the top at the north end because she would be looking up at the people on it from her residence. She would like the trail where it was located on the original plan.

Cauley explained that engineering staff have been studying the hydrology and drainage in the area independent of this concept plan. The stormwater management practices review has not been done yet since an application has not been submitted. The city's stormwater management plan requires every development to implement features to keep the rate and volume of water runoff the same or lower and quality of water runoff the same or better than before development.

Chair Kirk thought 11 townhomes would not have a large impact on traffic.

Sewall was comfortable with the city's stormwater management practice standards. He thought the density may be a little too high for the site. He saw no unique green areas. The proposal is fine. The concept is reasonable, but having a yard and woods is not unique. The price point is not in the commission's purview. He likes the overall concept.

Luke thanked the neighbors for sharing the water runoff concerns. She thought the proposal would be too dense. The noise from Hwy 7 could travel easier over the proposal. She encouraged the developer to consider less density and clean up the green space now. She thought the concept plan would be out of character with the neighborhood.



Powers stated that Minnetonka needs this product. He liked the developer's passion. It may be a little dense, but, overall, the product is needed in the city. He appreciated the applicant listening to the neighbors. The proposal is too dense.

Hanson wanted to know what would happen with the green space. He struggled aesthetically with the idea of three units fitting on a lot typically for one. He would like a pair of houses on the north side. The plan would not ruin the neighborhood.

Knight stated that the city would require that the runoff be no more than what occurs now. The proposal is a couple houses too dense. The empty nesting seniors would not create a lot of noise or vehicle trips. Most drivers would head to Hwy 7 rather than drive through the neighborhood. This type of housing is needed in the city. The houses would help block the noise from Hwy 7, not add to it.

Henry agreed that the density would be too high for the neighborhood. This type of housing is needed. He applauded the dedicated open, green space and clustering of the houses to save trees. It could be workable in some form.

Chair Kirk stated that the villa type of housing is needed in the city. Empty-nest, single-level, new construction is needed. The concept plan is too dense. He likes green space adjacent to Hwy 7. There should be a larger buffer on Hwy 7 on the north. The driveways need to be deep enough to park one vehicle. There should be on-street parking available for guests between driveways. The quick access on and off the highway makes the site more amenable to detached villas. He would like to know the mass of each villa.

## 10. Adjournment

***Sewall moved, second by Luke, to adjourn the meeting at 10:15 p.m. Motion carried unanimously.***

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

Lois T. Mason  
Planning Secretary



**City Council Agenda Item #14B  
Meeting of Sept. 16, 2019**

<b>Brief Description</b>	Minor amendment to the existing Solbekken master development plan at 5734, 5742, and 5754 Shady Oak Road.
<b>Recommendation</b>	Adopt the resolution approving the amendment

**Background**

In 2018, the city approved the Solbekken development. The development will include six buildings containing a total of 15 housing units. Three buildings will be detached, single-level, single-family homes. These homes are generally located on the east side of the site, adjacent to Shady Oak Road. Of the three, the model home is completed, and interior finishes are underway on the remaining two homes. Landscaping for the detached homes is in place and reflects the approved plans.



Three condominium buildings – each containing four single-level, condo-style homes – will be located on the west side of the site. The first floor of these condo buildings will be occupied by garage space, individual unit storage space, and lobby area. In each building, the lobby elevator and central stairway will provide access to the homes on the second and third floors. The conceptual design for the condominium buildings was done by a firm based in California. The garage foundation and walls are in place for the southern condominium building, but no further work will occur until a decision has been made on the revised exterior plans. Nonetheless, the proposed revisions would not change the constructed foundation plan.



**Proposal**

Following the 2018 approval, Great Oaks Development began working with a local builder who indicated that the design of the condominium buildings was not well-suited for the local climate. For example, the rooflines would result in significant “valleys” leading to concentrated snow accumulation. Understanding this, the applicant hired a local architecture firm to review and provide redesign advice for the buildings. These revised plans were recently submitted for the three condominium buildings. Because the architectural plans were approved by resolution, any significant changes to the building require city council action.



Approved Building Design



Proposed Building Design



### Staff Analysis

The revised building plans are reasonable and attractive. Staff supports the design change for the following reasons.

- The plans would not change the footprint or mass of the buildings. Rather, the change is to the general architectural form and color palate.



MASSING COMPARISON BETWEEN 2018 PLANS (RED LINES) AND CURRENT

- The proposed form and color palate both reflect a more authentically Scandinavian design, which was the intent of the Solbekken development as approved in 2018.



NORWEGIAN PRECEDENTS



- The proposed design would contribute to a distinctive neighborhood and would be unique to Minnetonka and the west metro area.

**Staff Recommendation**

Adopt the resolution approving a minor amendment to the existing Solbekken master development plan at 5734, 5742, and 5754 Shady Oak Road.

Through: Geralyn Barone, City Manager  
Julie Wischnack, AICP, Community Development Director  
Loren Gordon, AICP, City Planner

Originator: Susan Thomas, AICP, Assistant City Planner



### Supporting Information

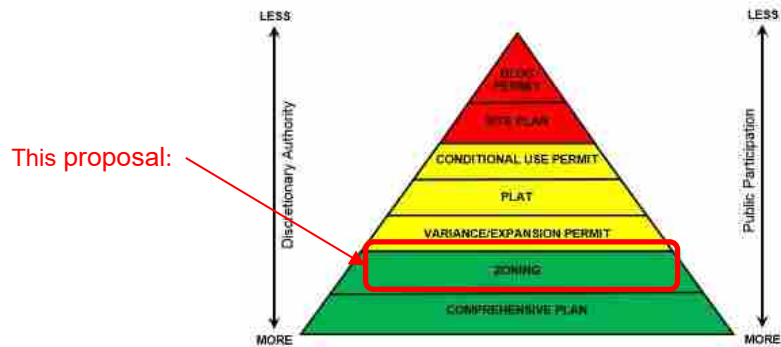
**Surrounding Land Uses**

North: Shady Oak Cemetery; city-owned property  
South: vacant property; zoned R-1  
East: multi-family residential; zoned R-3, PURD  
West: Lone Lake Park; city-owned property

**Planning**

Guide Plan designation: medium-density residential  
Existing Zoning: PUD

**Pyramid of Discretion**



**Motion Options**

The council has three options:

1. Concur with the staff recommendation. In this case, a motion should be to adopt the resolution approving the request.
2. Disagree with staff's recommendation. In this case, a motion to deny the request. This motion must include a statement as to why the amendment is denied.
3. Table the request. In this case, a motion should be made to table the item. The motion should include a statement as to why the request is being tabled with direction to staff, the applicant, or both.

**Deadline for Action**

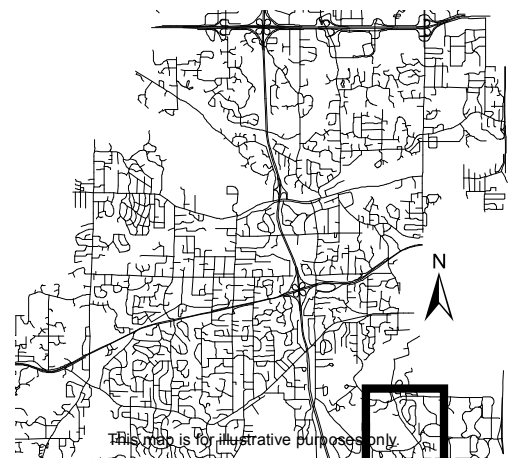
**Oct. 29, 2019**





### Location Map

Project: Solbekken  
Address: 5740 & 5750 Shady Oak Rd





## **2019 Proposal**



**From:** [Ed Briesemeister](#)  
**To:** [Susan Thomas](#)  
**Cc:** "[Ed Briesemeister](#)"; "[Alex Haecker](#)"; "[John Greene](#)"; [Loren Gordon](#)  
**Subject:** RE: Solbekken design rationale  
**Date:** Monday, September 9, 2019 8:15:53 AM  
**Attachments:** [image004.png](#)

---

Susan,

Thanks for the opportunity to add a brief narrative to explain the final design for the 4-plex buildings:

The initial Solbekken PUD application 18 months ago incorporated a new 4-plex building design that was adapted from traditional 3-story walk-up townhomes. The original designers based in San Francisco thought it would be best to surprise the market, in a sense, with an eclectic, hybrid form which looked more vertical like traditional row-houses but incorporated internally the single level units which are sought after by most of the empty nester market. The concept and appearance of the initial 4-plex was interesting and appealing to most people.

Once we obtained City approval of the proposed development, our local builder advised us that the building as envisioned was not really suitable to the climate here (the roofs, for example, would not accommodate the snowfall here), and we hired a local architect to re-design the building. Our realtors argued that the verticality of the hybrid 'rowhouse' effect would be counter-productive for marketing purposes, since it actually disguised the four single-level flats which comprised the internal function of the building. In the re-design process, our local architects recommended that we move Solbekken closer to a more authentic Scandinavian design which would address (i) our builder's objective of a form more suited to the climate here and (ii) our realtors' recommendation of a more 'honest' architecture that indicated the configuration of the homes as flats.

The result is a distinctive style of building which clearly has 'DNA' from Norway but also is uniquely adapted to the Twin Cities market for upscale, single level living. This design incorporated our original floorplan concepts and conforms to the design parameters of our PUD in terms of building placement, height and floor area.

I hope this short account is a helpful summary of how our design for the 4-plex building evolved over the past year. Thanks for your continuing guidance, and

Best regards,

Ed Briesemeister

404-789-4447

[www.solbekken.com](http://www.solbekken.com)





# SOLBEKKEN



## OVERALL



## CONDOS



CITYSCAPE  
SW 7067

SAUCY GOLD  
SW 6370

ROYCROFT  
COPPER RED  
SW 2839

## VILLAS



SNOWBOUND  
SW 7067

DIFFERENT  
GOLD  
SW 6396

CITYSCAPE  
SW 7067

## CONTEXT

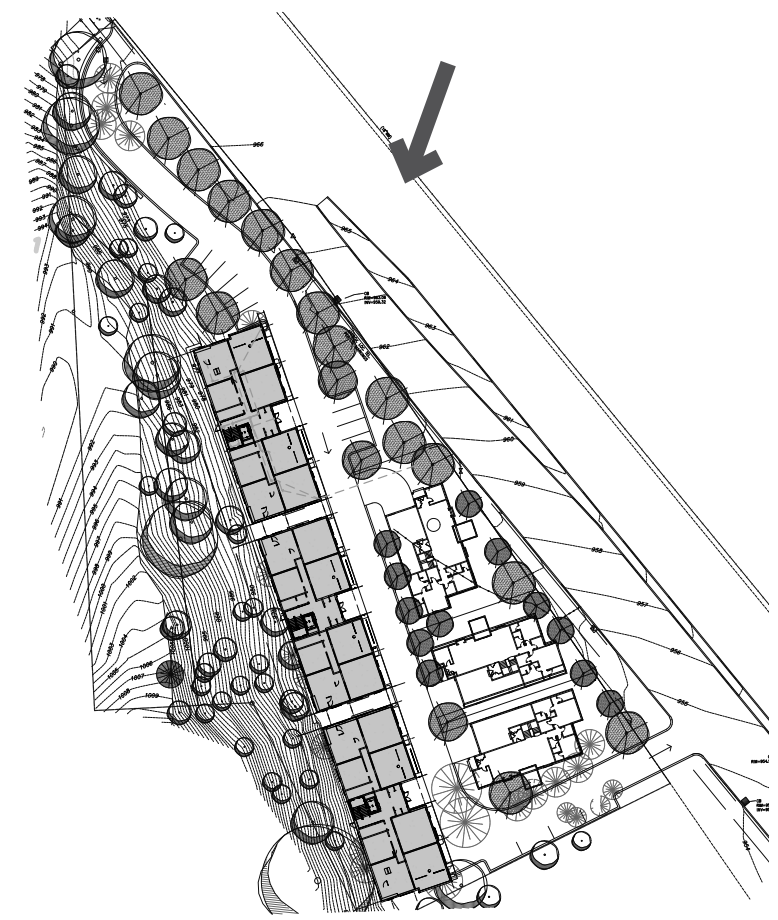




# SOLBEKKEN



NORWEGIAN PRECEDENTS

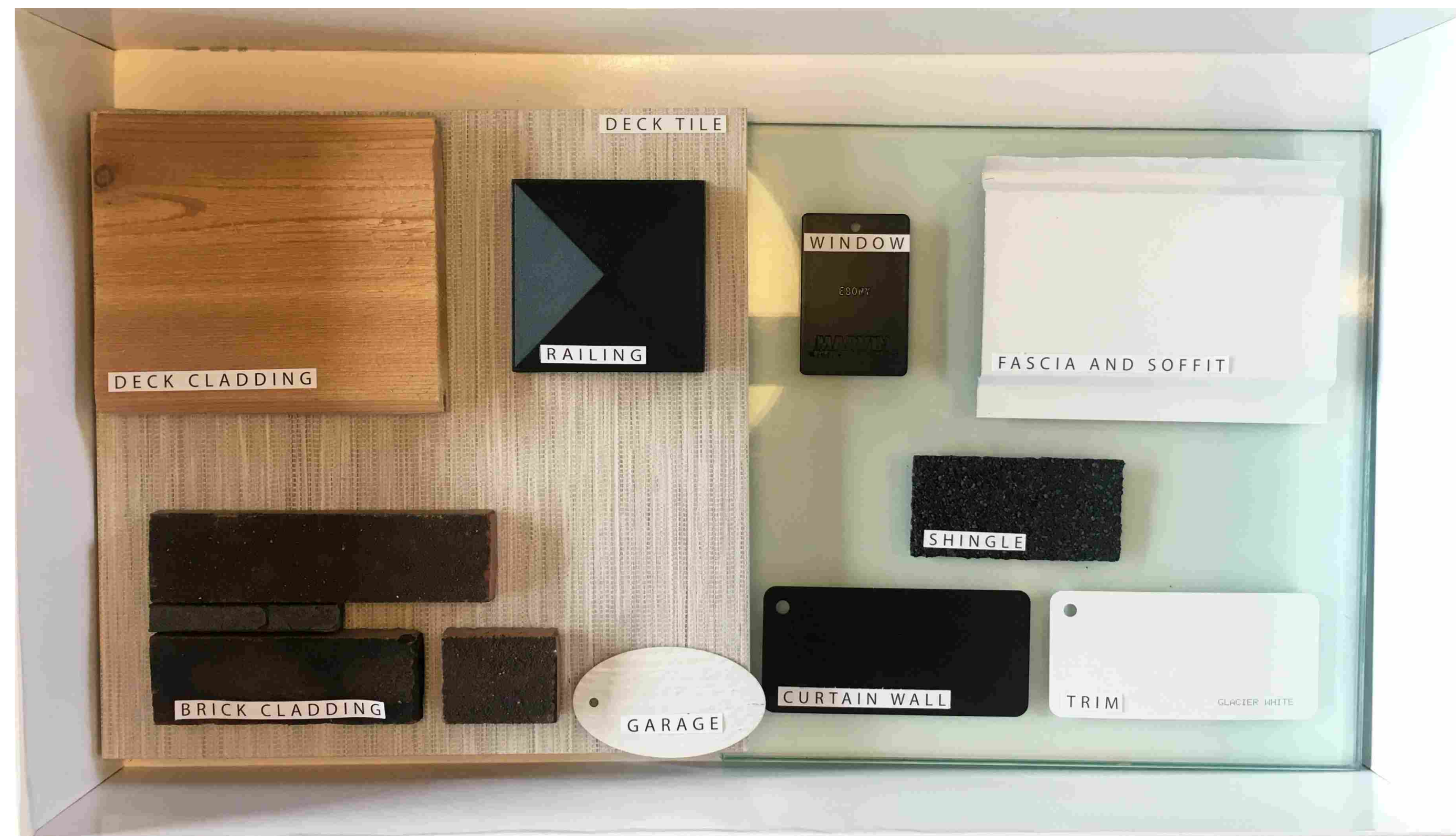


SITE KEY



NORTH PERSPECTIVE





MATERIAL PALETTE

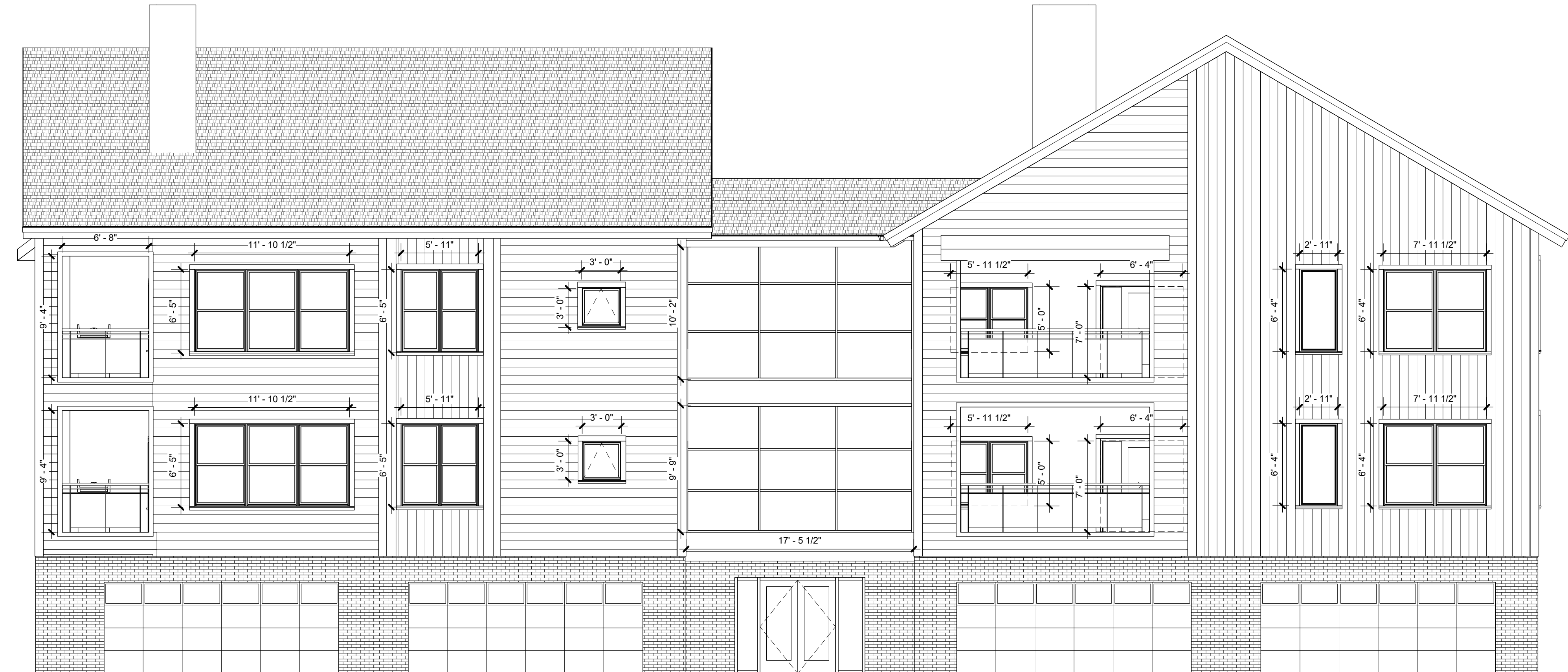


# SOLBEKKEN



MASSING COMPARISON BETWEEN 2018 PLANS (RED LINES) AND CURRENT





OPENING DIMENSIONS - BUILDING 3



# SOLBEKKEN



EDCO STEEL REFERENCE IMAGES



## **2018 Approval**









FENCING AND LANDSCAPING ALONG SHADY OAK ROAD, #1



## City Council Resolution No. 2019-

### Resolution approving a minor amendment to an existing master development plan Solbekken at 5734, 5742, and 5754 Shady Oak Road

---

Be it resolved by the City Council of the City of Minnetonka, Minnesota, as follows:

Section 1. Background.

1.01 The subject site is at 5734, 5742, and 5754 Shady Oak Road. It is legally described as:

Lots 4, 5, and 6, Block 1, Solbekken Villas

1.02 On May 14, 2018, the city council granted several approvals for Solbekken. The approvals included: master development plan, final site, and building plans, and preliminary, and final plats.

1.03 Solbekken. LLC recently submitted a revised building design for three condominium buildings on the site.

Section 2. Standards.

2.01 City Code §300.22 Subd.9 outlines various changes to an approved master development plan that would be considered major amendments. Any change that does not reach this major amendment threshold is considered a minor amendment.

Section 3. Findings.

3.01 Under City Code §300.22 Subd.9, the applicant's proposal is considered a minor amendment to the existing master development plan.

3.02 The proposed building design change is reasonable, as:

1. The change would not alter the footprint or mass of the buildings. Rather, the change is to the general architectural form and color palate.



2. The proposed form and color palate both reflect more authentically Scandinavian design, which was the intent of the Solbekken development as approved in 2018.
3. The proposed design would contribute to a distinctive neighborhood and would be unique to Minnetonka and the west metro area.

Section 4. City Council Action.

4.01. The city council hereby approves the amendment to the existing master development plan. Approval is based on the findings outlined in Section 3 of this resolution and is subject to the following conditions:

1. Subject to staff approval, the condominium buildings must be developed and maintained in substantial conformance with the following plans, except as modified by the conditions below:
  - Site Plan, with revised dated April 26, 2019
  - Grading and Drainage Plan, with revised dated April 26, 2019
  - Sanitary and Watermain Plan, with revised dated April 26, 2019
  - Storm sewer Plan, with revised dated April 26, 2019
  - Landscaping Plan, with revised dated April 26, 2019
  - Architectural Plan Set, received date Aug. 29, 2018, and attached to the staff report associated with this resolution.
2. Prior to issuance of a building permit:
  - a) This resolution must be recorded at Hennepin County.
3. Prior to issuance of a certificate of occupancy for the first condominium building:
  - a) A revised legal document outlining that the retaining wall, drive, utilities, and hydrant on site will be privately constructed and maintained. The document, which must be reviewed and approved by the city attorney, must be recorded against the properties.
  - b) A revised underground stormwater facility easement agreement that fully incorporates the constructed facility.
4. Construction must begin by Dec. 31, 2020, unless the planning commission grants a time extension.



Adopted by the City Council of the City of Minnetonka, Minnesota, on Sept. 16, 2019.

\_\_\_\_\_  
Brad Wiersum, Mayor

Attest:

\_\_\_\_\_  
Becky Koosman, City Clerk

**Action on this resolution:**

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a meeting held on Sept. 16, 2019.

\_\_\_\_\_  
Becky Koosman, City Clerk



**City Council Agenda Item #14C**  
**Meeting of Sept. 16, 2019**

**Brief Description:** Resolution for the 2020 Twelve Oaks Center Drive/Parkers Lake Road Improvements

**Recommended Action:** Adopt the resolution

**Introduction**

In September 1994, the city council adopted a street reconstruction policy that set forth standards the city would follow in constructing and reconstructing city streets. The policy also establishes the framework for a pavement management system that maximizes the usefulness of local streets. A certain number of streets are designated each year to be rehabilitated based on this policy.

The 2020 Twelve Oaks Center Drive/Parkers Lake Road Improvements project proposes street and utility improvements to correct deficiencies of the aged street and underlying utilities. The proposed improvements also provide new pedestrian facilities, including trails and sidewalks.

**Background**

The 2020 street rehabilitation project on Twelve Oaks Center Drive and Parkers Lake Road was selected based on street condition and known deficiencies of the underlying utilities. The street conditions have deteriorated as a result of both age, limited storm sewer facilities and patching related to utility failures.

**Proposed Improvements**

Staff reviewed the streets and utility conditions to determine the extent of improvements. The attached feasibility report details the scope, costs and approximate location of the proposed improvements.

Street and Pedestrian Improvements

On Twelve Oaks Center Drive, a full roadway reconstruction with new curb and gutter is proposed from Wayzata Boulevard to Parkers Lake Road. The width of the existing roadway surface in this section is generally 36 feet and is proposed to be reduced to 28 feet in order to accommodate the addition of a sidewalk on the west and north side of the roadway. This will allow for limited increase of new paved surfaces by working within the limits of the current pavement areas.

On Twelve Oaks Center Drive from Parkers Lake Road to Carlson Parkway, a full roadway reconstruction and spot replacement of the curb and gutter is proposed. Striping will be utilized to better define traffic flows and provide dedicated turn lanes. An off-street trail is proposed on the north side to connect the 2019 improvements at Carlson Parkway to the proposed off-street trail on Parkers Lake Road.

On Parkers Lake Road, from Twelve Oaks Center Drive to Kingsview Lane North, a full roadway reconstruction with new curb and gutter is proposed. The width of the existing roadway surface



in this section is generally 32 feet and is proposed to be reduced to 26 feet in order to accommodate the addition of an off-street trail on the west side of the roadway. This will again allow for limited increase of new paved surfaces by working within the limits of the current pavement areas.

#### Utilities

Water main is proposed to be replaced throughout the Twelve Oaks Center Drive area and the easement area located in the rear of the commercial properties as shown in the feasibility report. Due to the recent water main break history and aging infrastructure, the water main is proposed to be replaced either by open-cut method or cured-in-place-pipe (CIPP) lining. Lining is proposed in the easement area as this selected method for this application based on lower cost, being less invasive to the existing landscaping and reducing the amount of trees required to be removed.

Sanitary sewer is in fairly good condition and only isolated areas have been identified for repair. CIPP lining and replacing manhole castings is proposed to eliminate inflow and infiltration throughout the Twelve Oaks Center Drive area, including the easement area located in the rear of the commercial properties.

Storm sewer improvements include additional surface drains where needed in the roadway and new pipe to improve conveyance of storm water. Sediment collection structures will be considered to improve water quality near outlet structures and overall drainage patterns are proposed to remain the same as the current conditions. The failing weir on the east side of Parkers Lake Road will be replaced. Areas of isolated private drainage concerns will also be reviewed with property owners during final design to determine where improvements may be made.

Twelve Oaks Center Drive has existing private street lighting on the east and south sides of the roadway between Wayzata Boulevard and Parkers Lake Road. Construction impacts to these lights are not anticipated and therefore no replacement of these lights are proposed with this project.

No additional public street lighting is proposed to be added to Parkers Lake Road. In order to accommodate the addition of the multi-use trail, some existing street lights may however need to be relocated.

The project also proposes burial of overhead utility lines along the east side of Parkers Lake Road. In an effort to coordinate and complete this work as efficiently as possible, isolated areas of tree removal may need to occur in the early spring of 2020.

#### Easement Acquisition

Currently, permanent easement acquisition is not anticipated to be necessary with this project; however, there may be temporary easements pursued to minimize private property and landscaping impacts. Individual property owners will be contacted directly as necessary.



**Public Input**

Separate informational meetings were held with the affected neighborhood businesses and residents on July 24, 2019. Eleven residents and four business owners out of 104 invited properties attended the two meetings. At the meetings, staff presented a concept layout that incorporated proposed streets, storm sewer, utility work and new pedestrian improvements. Staff discussed rehabilitation projects of this type which require open-cut excavations that are very intensive and disruptive to access in and out of the neighborhood due to the extent of the excavations required. Also, the project will require tree removal and disruptions to utility service. Residents and business owners were generally supportive of the project, including the reduced roadway widths to allow for new pedestrian improvements.

**Parking, Pedestrian and Bike Considerations**

Questions and comments were raised during and after the informational meeting in regards to reducing the road widths and adding pedestrian facilities. Following this feedback, the city completed pedestrian, bike, and parking counts on Twelve Oaks Center Drive and Parkers Lake Road to ensure that each need was appropriately considered with this project. Results from the counts confirmed the number of pedestrians and bicyclists in the area and indicated a need to provide facilities for both uses.

The sidewalk on Twelve Oaks Center Drive is proposed on the north and west side of the roadway. Although this design does require some pedestrians to cross the road, it provides an easy connection to Parkers Lake Road and Carlson Parkway. The sidewalk is also accommodating for future extensions to the west if additional redevelopment occurs or pedestrian facilities are desired along Wayzata Boulevard.

Bikes will be able to travel on the new trail on Parkers Lake Road, although many advanced bicyclists prefer on-road riding. Ideally, additional shoulder space would be established for on-road bikes; however, in an effort to reduce impacts to trees, driveway, landscaping and minimize storm sewer runoff, staff is recommending that on-road bikers share the roadway with vehicles in this area. Additionally, staff supports a six-foot sidewalk on Twelve Oaks Center Drive, but during final design, will further review the option of providing a wider, shared trail to accommodate pedestrians and bicyclists should it fit within the project constraints.

Specific concerns were raised regarding if parking would be restricted as a result of the narrower street. Parking is not proposed to be restricted as part of the project; however, staff acknowledged at the meeting that shoulders would be reduced to a typical city street section. Parking on Twelve Oaks Center Drive is not commonplace today, as verified in the Parking Utilization Study attached to the Feasibility Report. When asked if parking was common or a problem, the general consensus of residents and business owners at the meeting was that parking is not common and special accommodations for a designated parking area are not necessary.

At the meeting, staff further presented information on the different ways to stay informed during construction. Staff has been using various strategies to provide updates for other city projects including: signage, text alerts, email updates, citizen alerts and newsletters.

A listing of resident questions and staff answers are included in the appendix of the attached feasibility report.



### Estimated Project Costs and Funding

The total estimated construction cost, including engineering, administration and contingency, is \$4,900,000. The budgeted amount for the project is shown below and is included in the 2020 – 2024 Capital Improvements Program (CIP). Fund balances currently can support the estimated project costs.

	<b>Budget Amount</b>	<b>Proposed Funding</b>	<b>Expense</b>
Construction Costs			\$3,060,000
Contingencies			\$460,000
Engineering, Administration, and Indirect Costs			\$880,000
Overhead Power Burial			\$500,000
Street Improvement Fund	\$2,300,000	\$2,300,000	
Utility Fund	\$1,400,000	\$1,400,000	
Storm Sewer Fund	\$700,000	\$700,000	
Electric Franchise Fund	\$500,000	\$500,000	
<b>Total Budget</b>	<b>\$4,900,000</b>	<b>\$4,900,000</b>	<b>\$4,900,000</b>

### Schedule

If the recommended actions are approved by council, staff would anticipate developing the final plans through January. The plans would then be brought to council for final approval with the intention of having council award a contract in March or April. Construction will likely begin in early May.

### Recommendation

Adopt the attached resolution receiving the feasibility report, ordering the improvements, authorizing preparation of plans and specifications and authorizing easement acquisition for the 2020 Twelve Oaks Center Drive/Parkers Lake Road Improvements Project No. 20401.

Submitted through:

Geralyn Barone, City Manager  
 Will Manchester, PE, Director of Public Works  
 Phil Olson, PE, City Engineer  
 Joel Merry, Acting Finance Director

Originated by:

Chris Long, PE, Assistant City Engineer



**Resolution No. 2019-XXX**

**Resolution receiving Feasibility Report, ordering the improvements and authorizing preparation of plans and specifications, and authorizing Easement Acquisition for the 2020 Twelve Oaks Center Drive/Parkers Lake Road Project No. 20401**

---

Be It Resolved by the City Council of the City of Minnetonka, Minnesota as follows:

Section 1. Background.

1.01. A feasibility report was prepared by and/or under the direction of the engineering department of the City of Minnetonka with reference to the proposed 2020 Twelve Oaks Center Drive/Parkers Lake Road Improvements, Project No. 20401.

1.02. This report was received by the City Council on Sept. 16, 2019, with the project to be known as:

2020 Twelve Oaks Center Drive/Parkers Lake Road Improvements, Project No. 20401.

Section 2. Council Action.

2.01. The feasibility report is hereby accepted and the preparation of plans and specifications are hereby authorized.

2.02. The proposed improvements are hereby ordered as proposed.

2.03. The city engineer is hereby designated as the engineer for this improvement. He may retain any professional help he deems necessary.

2.04. The city attorney and the city engineer are hereby authorized to acquire necessary easements by negotiation or condemnation.

Adopted by the City Council of the City of Minnetonka, Minnesota, on Sept. 16, 2019.

---

Brad Wiersum, Mayor

Attest:

---

Becky Koosman, City Clerk

**Action on This Resolution:**



Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a duly authorized meeting held on Sept. 16, 2019.

---

Becky Koosman, City Clerk



## 2020 Street Rehabilitation Funding Summary

Funding Sources		Estimated Funding		Estimated Funding	Balance
	2020 CIP	Twelve Oaks/Parkers Lake	Mill and Overlays		
Street Improvement Fund -Local Street Rehab	\$ 4,950,000	\$ 2,300,000	\$ 2,650,000		\$ -
Storm Sewer Fund	\$ 700,000	\$ 700,000	-		\$ -
Utility Fund	\$ 1,650,000	\$ 1,400,000	\$ 250,000		\$ -
Electric Franchise Fund	\$ 500,000	\$ 500,000			\$ -
<b>Total Project Cost</b>	<b>\$ 7,800,000</b>	<b>\$ 4,900,000</b>	<b>\$ 2,900,000</b>		<b>\$ -</b>





**Feasibility Report**  
**2020 Twelve Oaks Center Drive /  
Parkers Lake Road Improvements**

City of Minnetonka

City Project No. 20401

BMI Project No. T19.118284

**Submitted by:**

Bolton & Menk, Inc.  
12224 Nicollet Avenue  
Burnsville, MN 55337  
P: 952-890-0509  
F: 952-890-8065



**BOLTON  
& MENK**



# Certification

Feasibility Report

for

2020 Twelve Oaks Center Drive/Parkers Lake Road Improvements

City of Minnetonka  
Minnetonka, MN

City Project No. 20401

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

By:



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## I. Executive Summary

### Background Information

The 2020 Twelve Oaks Improvements Project was initiated in February 2019 after being listed in the City of Minnetonka's Capital Improvement Plan for several years. The feasibility study and report have been completed to identify the infrastructure improvements needed in the proposed project area, define costs associated with the improvements, and document these findings for use by decision makers. This report will also be used as the basis for the final design component of the project.

### Proposed Improvements

The project proposes street and utility improvements along Twelve Oaks Center Drive, from Wayzata Boulevard to Carlson Parkway, and along Parkers Lake Road, from Twelve Oaks Center Drive to the city limits. Proposed improvements include:

- Bituminous street reclamation, sidewalk construction, and trail construction
- Concrete curb and gutter replacement / addition
- Lining of sanitary sewer and watermain on Twelve Oaks Center Drive and through the easement area near Twelve Oaks Center Drive
- Watermain replacement on Twelve Oaks Center Drive
- Drainage improvements
- Overhead power relocation (burial) on Parkers Lake Road, and other private utility coordination

Proposed improvements are illustrated on the figures in Appendix B. The majority of the project is proposed to be constructed between May and November 2020. Some public and private utility replacements, such as burial of overhead power, are anticipated to occur beginning as early as late fall of 2019 and continue into spring of 2020 as weather and Xcel Energy's construction schedule permits.

### Estimated Costs & Proposed Funding

A summary of estimated project costs is shown below. The city of Minnetonka is proposed to fund the project as shown in the 2020 Capital Improvement Program.

#### Summary of Estimated Project Costs

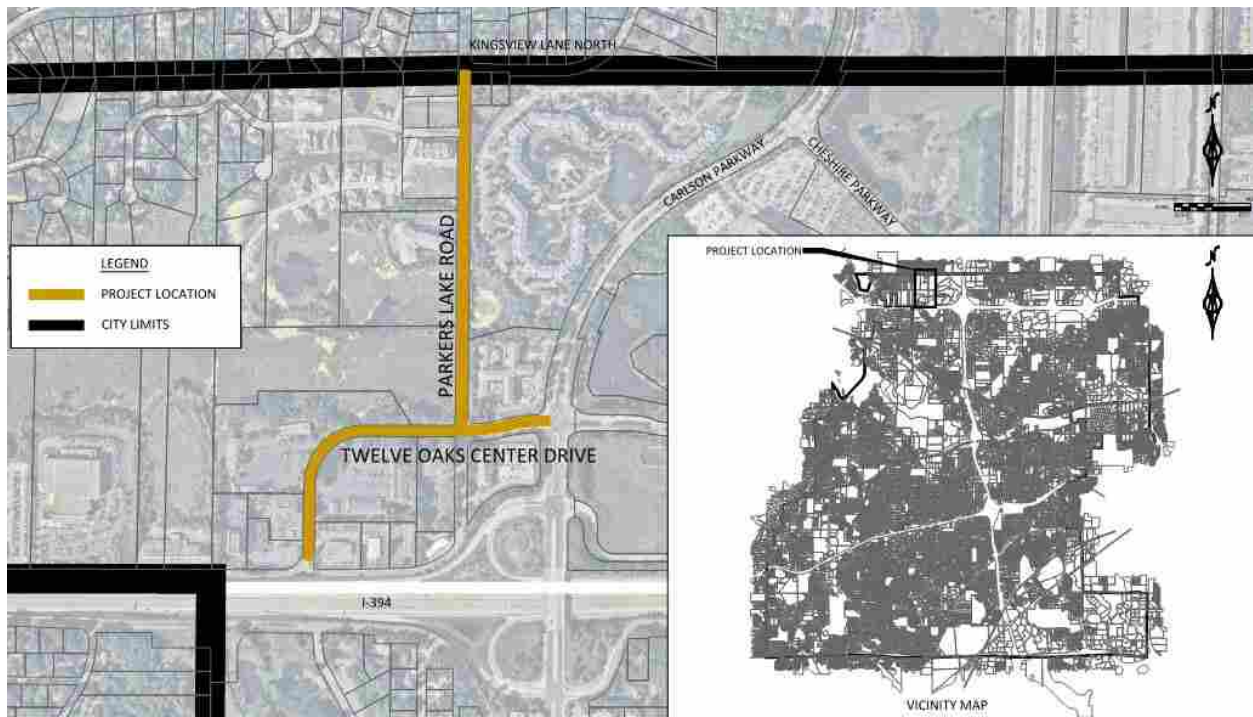
SURFACE IMPROVEMENTS	\$2,300,000
SANITARY SEWER IMPROVEMENTS	\$640,000
WATER SYSTEM IMPROVEMENTS	\$760,000
STORM SEWER IMPROVEMENTS	\$700,000
OVERHEAD BURIAL IMPROVEMENTS	\$500,000
<b>TOTAL ESTIMATED PROJECT COST</b>	<b>\$4,900,000</b>



## II. Project Introduction & Background

The 2020 Twelve Oaks Improvements Project was initiated in February 2019 after being listed in the city of Minnetonka's Capital Improvement Program for several years. The feasibility study and report have been completed to identify the infrastructure improvements needed in the proposed project area, define costs associated with the improvements, and document these findings for use by decision makers. This report will also be used as the basis for the final design component of the project.

This report examines the proposed pedestrian, street, and utility improvements along Twelve Oaks Center Drive from Wayzata Boulevard to Carlson Parkway and along Parkers Lake Road from Twelve Oaks Center Drive to the city limits. The project area generally consists of commercial properties and multi-family buildings, as well as two single family residential homes at the north end of Parkers Lake Road. Parkers Lake Rd and Twelve Oaks Center Drive are both classified as local roads. The project location is shown on Figure 1 below.



**Figure 1: Project Location Map**

The project scope involves:

- Bituminous street reclamation and trail construction
- Concrete curb and gutter replacement / addition
- Lining of sanitary sewer and watermain through the easement area near Twelve Oaks Center Drive
- Drainage improvements along Twelve Oaks Center Drive
- Overhead power relocation (burial) and other private utility coordination

A topographic survey of the project area was completed in March 2019 to facilitate evaluation of existing facility conditions. All public utilities within the project limits including watermain, sanitary sewer and storm sewer were evaluated to identify appropriate rehabilitation techniques. Each utility was mapped and evaluated based on age, condition, and functionality. Multiple preliminary design meetings were held with city staff to discuss needs and goals of the project.



Input from these meetings as well as the Public Informational Meeting were incorporated into the report recommendations.

### III. Existing Conditions

Existing conditions are shown in the upper window of Figures 5 – 11 of Appendix B.

#### A. Streets

Twelve Oaks Center Drive is an existing bituminous street that is generally 36 feet from edge of bituminous to edge of bituminous between Wayzata Boulevard to Parkers Lake Road, and widens as it approaches the intersections with Carlson Parkway. The right-of-way is 66 feet wide for this roadway segment. The corridor is currently a two-lane urban section, primarily with bituminous curb and gutter of inconsistent height providing little to no stormwater conveyance due to multiple previous overlays. Parking is allowed on either side of the street but is not commonly utilized.

From Parkers Lake Road to Carlson Parkway, the width of Twelve Oaks Center Drive varies within the 106-foot-wide right-of-way. This portion of Twelve Oaks Center Drive is a four-lane section with a median and a left turn lane and through lane at the traffic signal at Carlson Parkway. The corridor is relatively flat and shows signs of drainage issues at some locations. Average Daily Traffic (ADT) counts obtained in 2017 are 7,800 vehicles/day on Twelve Oaks Center Drive east of Parkers Lake Road and 3,800 vehicles/day west of Parkers Lake Road.

Parkers Lake Road is an existing two-lane bituminous street with a typical width of 32 feet. The right-of-way is 66 feet wide for this roadway segment. There is a 550-foot-long section without any curb and gutter, but the rest of the roadway has existing concrete curb and gutter. Average Daily Traffic (ADT) counts obtained in 2017 are 1,700 vehicles/day for Parkers Lake Road.

Table 1 summarizes the existing roadway conditions.

**Table 1: Existing Road Conditions**

Twelve Oaks Center Drive			
Limits From/To	Length	Approx. Existing Road Width	Existing Curb/Gutter?
Wayzata Boulevard to Parkers Lake Road	1375'	36'	Yes
Parkers Lake Road to Carlson Parkway	450'	Varies	Yes
Parkers Lake Road			
Limits From/To	Length	Approx. Existing Road Width	Existing Curb/Gutter?
Twelve Oaks Center Drive to 320' north of Twelve Oaks	320'	32'	Yes
320' north of Twelve Oaks to 870' north of Twelve Oaks	550'	32'	No
870' north of Twelve Oaks to Kingsview Lane	1025'	32'	Yes

A large wetland exists in the northwest corner of Twelve Oaks Center Drive and Parkers Lake Road and continues up Parkers Lake Road on both sides for approximately 1,000 feet. Numerous trees are located along the corridor, particularly along the wetland. The boundaries of this wetland were formally delineated as part of the project development process.

A report of geotechnical exploration and review was completed by American Engineering and Testing, Inc. (AET) in August 2019. Six standard penetration test borings between 24



and 40 feet deep were taken within the project area and a piezometer at a depth of 32 feet was installed. Geotechnical engineering analysis was prepared based on the boring samples. The existing soils beneath pavements in the project area most commonly included fill soils on top of swamp deposits consisting of clay and peat. This is consistent with record drawings showing a large amount of material was brought in to create a usable road surface across the swamp deposits. The existing bituminous thickness ranged from 4 to 6 inches on Parkers Lake Rd and 9 inches of bituminous on Twelve Oaks Center Drive.

## **B. Pedestrian Facilities**

There are no existing pedestrian facilities in place on either Twelve Oaks Center Drive or Parkers Lake Road. Residents and property owners have commented that they commonly observe people walking and biking on the shoulders of both streets. Bicycle and pedestrian counts were performed at the intersection of Parkers Lake Road and Twelve Oaks Center Drive to verify the number of users on both roadways, as documented in Appendix E.

## **C. Storm Sewer**

On Twelve Oaks Center Drive the existing storm sewer system mainly consists of corrugated metal pipe (CMP) connecting isolated low points and adjacent ponds. Most of the existing street has minimal height curb, allowing water to over top the curb and shed to these low-lying wetland areas, and thus very little storm sewer piping exists along Twelve Oaks Center Drive.

Parkers Lake Road has a storm sewer system consisting of both CMP and reinforced concrete pipe (RCP) along the segments that have curb and gutter. The storm sewer system discharges into the surrounding wetland. A set of equalizing pipes between the wetlands on each side of Parkers Lake Road exists with a failed weir on the east side allowing water to flow to the west wetland quicker than if the weir was at the proper design elevation.

## **D. Sanitary Sewer**

The existing sanitary sewer system consists of cast iron, reinforced concrete, or ductile iron pipe ranging from 8-inches to 21-inches in diameter. The sanitary sewer is generally located beneath the roadway along portions of Twelve Oaks Center Drive and the northern portion of Parkers Lake Road. Some of the larger trunk sanitary sewer is also located within an easement spanning multiple private commercial properties between Twelve Oaks Center Drive and Wayzata Boulevard. Existing pipe conditions were evaluated through review of televising reports, physical inspections, and based on maintenance related discussions with city staff. Manhole structure conditions were evaluated during a field survey completed by Bolton & Menk.

Televising reports show several deficiencies with the pipes including deposit buildup, ground water infiltration, and sags. Manhole evaluations revealed that the manholes are in good condition with minimal deterioration or leaking observed. However, most castings and concrete chimney sections are in poor condition and sediment deposits were observed.

## **E. Watermain**

The existing water distribution system along the project corridor consists of 6-inch to 12-inch ductile iron pipe (DIP). Generally, the existing watermain is located beneath the roadway along portions of Twelve Oaks Center Drive and Parkers Lake Road. Similar to the trunk sanitary sewer, there is a stretch of watermain that flows through an easement between commercial properties on Twelve Oaks Center Drive and Parkers Lake Road near Wayzata Boulevard. There is no watermain under Parkers Lake Road where the roadway traverses the wetland. Service lines of sizes varying from 1-inch to 6-inch in the corridor are connected to the distribution main. Existing watermain valves and hydrants are located throughout the project area.



This pipe network was originally installed in the 1970s along Twelve Oaks Center Drive and in the late 1980s along Parkers Lake Road. Minnetonka Public Works has documented five watermain breaks and malfunctioning valves in the Twelve Oaks Center Drive area. In 2011 & 2012, several watermain breaks occurred on Twelve Oaks Center Drive in the section of watermain that lies in an easement along the rear property line of commercial properties between Twelve Oaks Center Drive and Parkers Lake Rd.

## IV. Proposed Improvements

Proposed conditions are shown in the lower window of Figures 5 –11 of Appendix B.

### A. Streets & Pedestrian Facilities

In addition to utility improvements, the project proposes to complete the following street improvements:

1. Replace the existing bituminous street pavement.
2. Replace the failing bituminous curb with concrete curb and gutter on Twelve Oaks Center Drive from Wayzata Boulevard to Parkers Lake Road for improved drainage.
3. Add curb and gutter for the missing sections of Parkers Lake Road.
4. Add a bituminous multi-use trail along the west side Parkers Lake Road from the city limits to Twelve Oaks Center Drive and a sidewalk along the north side Twelve Oaks Center Drive from Parkers Lake Road to Carlson Parkway.
5. Reduce the roadway widths in most locations to create space for pedestrian facilities, calm motorist traffic in response to reported speeding violations, and reduce the impervious surface area to reduce stormwater runoff.

Twelve Oaks Center Drive is proposed to be reclaimed and repaved. The limited scope of open cut utility work allows this less costly pavement rehabilitation method in lieu of more costly total reconstruction. The width of the roadway will be reduced from the proposed 36 feet to 28 feet from face-of-curb to face-of-curb from Wayzata Boulevard to Parkers Lake Road. This width reduction will eliminate long term parking space on the street; however, existing parking on the street has not been observed as supported by a parking observation study completed in 2019. A memo summarizing the study and containing the parking counts can be found in Appendix E. Furthermore, adjacent business owners attending the public informational meetings confirmed that street parking was not needed and would allow room for desired pedestrian facilities. The east end of the Twelve Oaks Center Drive improvements ends at the 2019 Carlson Parkway Improvements where the pedestrian ramps and signal system were replaced in a joint project with MnDOT.

The existing bituminous curb will be replaced with concrete curb and gutter as is standard with all other street rehabilitations completed in the City. Concrete curb and gutter help facilitate drainage without roadside erosion, create a confined edge for bituminous pavement installation, provide a safety barrier between the roadway and proposed pedestrian facilities, and provides a more sustainable (durable and maintenance friendly) product than bituminous curb. The proposed top of curb will match the existing ground behind the curb. This generally means the proposed street profile elevation will be about four to six inches lower than existing to account for addition of six-inch-tall curbs at roadway edge. Lowering the profile will require salvaging the reclaim material, lowering the subgrade, and reinstalling the reclaim material to provide a sufficiently thick aggregate base section.

Parkers Lake Road is proposed to be reclaimed due to the poor pavement condition and lack of existing aggregate base. Parker's Lake Road is proposed to be reinstalled at 26-foot-width as measured from curb face to curb face. An 8-foot-wide bituminous multi-use trail,



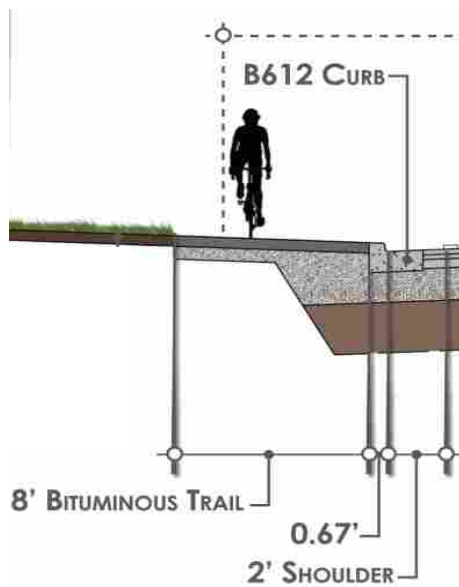
consistent with the city's 2019 Trail Improvement Plan, is proposed to be installed along the back of curb on the west side of Parkers Lake Road.

The total footprint of the trail, curbs, and roadway along Parkers Lake Road totals 35.33', which is on average a little over 3-feet wider than the existing footprint. The proposed footprint is proposed to widen on the western side of the roadway only, with the western curb being brought in by approximately 5 to 6 feet to create a more suitable space for the multi-use trail. The alignment of the existing eastern curb line / pavement edge is proposed to be matched with the proposed eastern curb line. This alignment will maintain the proposed roadbed location over the existing roadbed, which is intended to minimize wetland impacts outside the roadway and minimize the need for soil corrections and associated costs through this historical wetland. Proposed typical sections are shown in Figure 3 and 4 in Appendix B.

Along Parkers Lake Road, the proposed roadway elevations are generally proposed to match the existing roadway elevations. Only slight deviations from the existing profile will be made where beneficial and practical for proper drainage. Adjacent driveways are proposed to be reconstructed within the right-of-way as necessary to match the reconstructed roadway location and elevations.

Pavement section improvements proposed for the project are consistent with the recommendations within the geotechnical report for pavement reclamation as completed by American Engineering & Testing (AET) that can be found in Appendix D. The proposed typical pavement section will include reclaiming the existing pavement with the existing aggregate base, re-compacting the reclaim material, and paving 6"-7" of bituminous pavement. Consistent with previous City projects, the final lift of bituminous will be paved the following year in 2021.

## B. Pedestrian and Bicycle Facilities



An 8-foot wide, multi-use trail is proposed along the west side of Parkers Lake Road from the Plymouth/Minnetonka City Limits to Twelve Oaks Center Drive and along the north side of Twelve Oaks Center Drive from Parkers Lake Road to Carlson Parkway. Consideration was also given to a 6-foot-wide concrete sidewalk to reduce the impacts to the wetland and the grading limits. Through further analysis of the multi-use trail corridor it was determined that the trail could be installed without impacting the adjacent wetland, stormwater management would not be needed to mitigate the trail installation, and the grading limits were not significantly wider than for a sidewalk. City Staff has coordinated with the City of Plymouth on the multi-use trail location and roadway width at the city border. The trail is proposed to be installed directly at the back of curb to minimize the required grading

limits and impacts to property owners. The curb as well as a 2-foot distance between the driving lane and the face of the curb will help protect the trail users from vehicles.

The trail along Parker Lake Road will link the area with the proposed facility along Twelve Oaks Center Drive, the existing pedestrian facility completed in 2019 at Carlson Parkway, and potential future connection to the Gleason Lake Road trail in the City of Plymouth. A trail connection is not currently identified in this area on the City of Plymouth's trail gap map as no trail exists today in Minnetonka nor has Plymouth received any requests. However, Plymouth staff has indicated that if there was a trail connection up to the border, then the City of Plymouth



would likely add it to their trail gap map and consider extending it to Gleason Lake Road as part of their 2024 street reconstruction project.

A six-foot-wide sidewalk is proposed to be added to the north side of Twelve Oaks Center Drive to provide pedestrians with an off-street facility. The sidewalk will occupy the space provided by narrowing the road and allowing the corridor envelope to remain similar to the existing. A six-foot facility is proposed to be located in this area to serve the pedestrians observed using the existing roadway shoulder, removing them from street level. An 8-foot wide facility, such as a bituminous walk or trail, will be considered during final design if project constraints for pavement area and property impacts can be sustained.

Similar to the multi-use trail on Parkers Lake Road, the sidewalk on Twelve Oaks Center Drive will be placed at the back of curb to avoid property impacts and keep the proposed facilities generally within the existing roadway footprint. Placing the sidewalk on the north and west side of Twelve Oaks Center Drive reduces the need for additional road crossings at Parkers Lake Road and allows possible extension in the future on the north side of Wayzata Boulevard to the local business just west of the project area. A bike and pedestrian count was performed on Twelve Oaks Center Drive to better understand number of non-motorized users (bicyclists and pedestrians) and how to better allocate the space in the corridor. Re-allocating the parking lane with a non-motorized separated facility such as a 6' sidewalk is a prudent direction given the current pedestrian use. The memo summarizing study and pedestrian counts can be found in Appendix E. This section of sidewalk was supported by City Staff observations and resident feedback of pedestrians walking on the shoulder of Twelve Oaks Center Drive. The proposed sidewalk was well received by business owners and residents at the Public Informational Meeting.

### **C. Storm Sewer**

The majority of the existing storm sewer piping, structures, and culverts are proposed to be replaced as a part of the project due to the material of the pipe, current condition, geometric changes to the roadway, and to accommodate the addition of curb and gutter. Additional storm water intake structures and piping are proposed to improve drainage and assist in removing water from the roadway surface in some areas where beneficial. The proposed storm sewer pipe network will be designed to convey a 10-year storm event.

Existing drainage patterns will generally be maintained. Therefore, the proposed storm sewer system will typically discharge water to the same locations as prior to the project.

Permanent stormwater management features (ponds, infiltration basins, etc.) are not required for this project based on the proposed improvements described in this report. The proposed corridor impervious area is reduced from existing conditions and does not trigger additional stormwater management requirements. However, during final design, additional stormwater management improvements will be considered within the project budget and where space allows.

An existing drainage issue was identified along Twelve Oaks Center Drive near Wayzata Boulevard. Storm sewer structures are proposed at this location to improve drainage conditions. Other similar issues will be evaluated further during final design for consideration of potential improvements, generally involving connection of isolated low points and drainage basins to emergency outlets for high intensity rainfall events.

### **D. Sanitary Sewer**

One repair is proposed to address a large sag in the pipe along Twelve Oaks Center Drive west of Parkers Lake Road. Manhole rehabilitations are also proposed for the replacement of all manhole castings, chimney seals and concrete adjusting rings. One manhole is also proposed to receive additional repair and reconstruction of the bottom invert of the manhole.



Cured-in-Place-Pipe (CIPP) lining is proposed for the sanitary sewer on Twelve Oaks Center Drive and the sanitary sewer that goes through the easement from Twelve Oaks Center Drive to Wayzata Boulevard (Figure 10). Lining is a trenchless technology that includes accessing the sanitary sewer structures to install a new pipe within the existing deteriorating pipe.

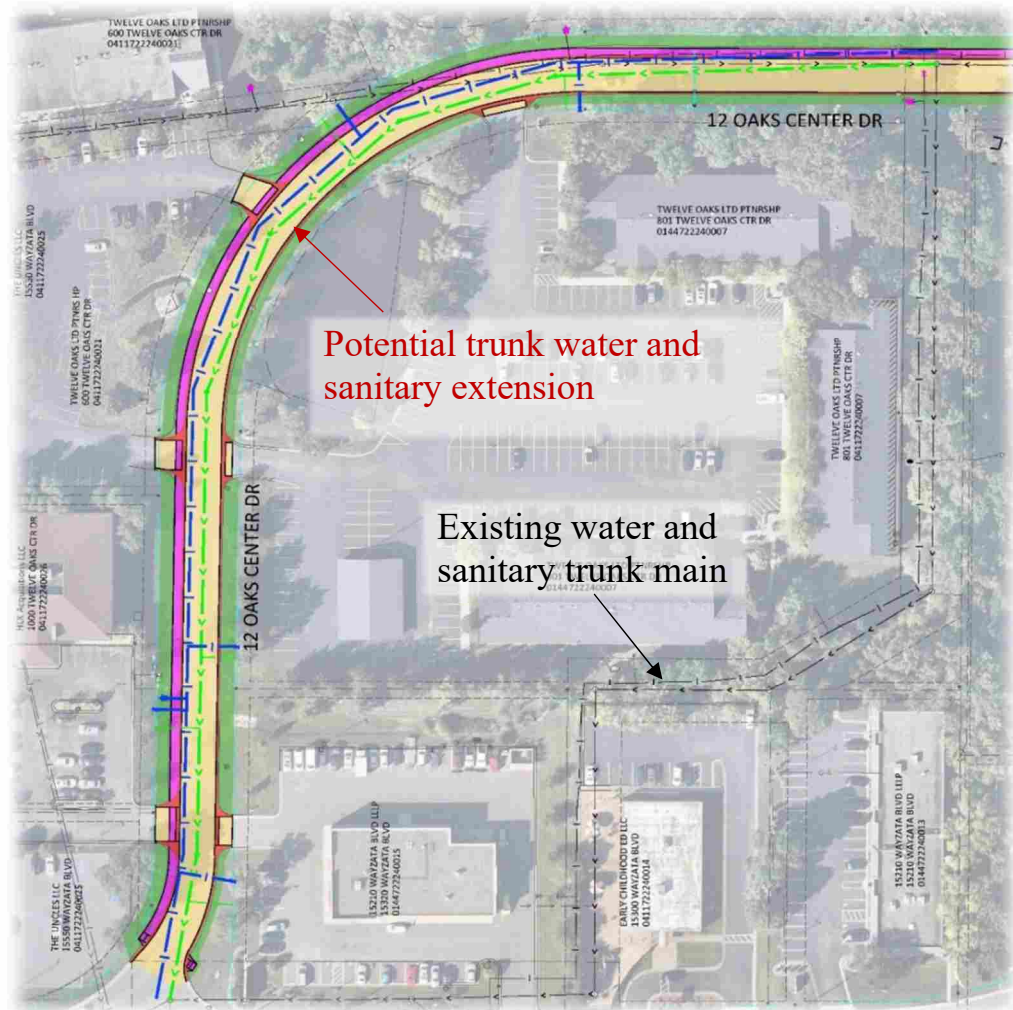
### E. Watermain

Different watermain rehabilitation methods were explored in response to the recent watermain breaks in the Twelve Oaks Center Drive area. Following review of the different methods, lining the portion of watermain in the easement in the rear of the commercial properties on Twelve Oaks Center Drive is the recommended improvement option. CIPP lining is expected to be more cost effective than rerouting the watermain to under Twelve Oaks Center Drive. In addition to having a reduced cost compared to alternatives, CIPP lining will be less invasive to the landscaping in the easement by reducing the number of trees to be removed and less disruption to existing landscaping. Lining pits will be required at every gate valve, tee, and bend greater than 45 degrees along the segments getting lined.

Watermain on Twelve Oaks Center Drive is proposed to be replaced due to its age, material type, and break history. Conventional open cut methods are proposed for replacement here.

Proposed watermain improvements will be phased to minimize outages and shutdowns to adjacent properties. Temporary water lines will be provided in order to maintain service during construction.

### F. Trunk Watermain & Trunk Sanitary Sewer Extension





The option to extend the trunk watermain and sanitary sewer main on Twelve Oaks Center Drive to Wayzata Boulevard or relocate the existing mains in the easement as described above was explored as part of this report. The future land use of some adjacent property has been guided as high density residential in the Draft 2040 Comprehensive Plan, creating potential for redevelopment to occur in the area having a higher demand for sanitary sewer service. Extended and upsized watermain and sanitary sewer under Twelve Oaks Center Drive could make the properties in this area more appealing to future developers. This extension or relocation would cost between \$430,000 and \$685,000, which was determined to not be cost effective at this time. Prior to any extension or relocation of utility mains in the area, it is recommended that further analysis be completed to verify the size of the future trunk watermain and sanitary sewer based on the needs of the specific redevelopment.

## **G. Tree Impacts**

A goal of the project is to minimize tree impacts while completing the necessary repairs and improvements. Each proposed improvement was considered in concert with understanding of potential tree impacts. Given the addition of a bituminous trail in areas that did not previously have a trail, some impact to mature trees is anticipated with the project. To mitigate these impacts along with other benefits, roadway footprints have been narrowed to place pedestrian facilities over existing roadway footprints thereby avoiding impacts to additional trees. Consideration of other methods to save more trees will be evaluated further during the final design process and again in the field prior to construction.

Tree and shrub trimming to facilitate construction and protect the overall health of vegetation is also anticipated.

## **H. Overhead Power Facilities**

Overhead power lines and poles located on the east side of Parkers Lake Road are owned by Xcel Energy. In conjunction with the planned municipal improvements along this roadway, Xcel Energy will be replacing their existing overhead system on the east side of Parkers Lake Road with an underground system. All existing mainline and service wire will be buried underground throughout the project site. This work will be completed under city permits by Xcel Energy in fall, 2019 and continuing into spring 2020 prior to the start of road and public utility construction. Coordination with Xcel Energy is currently underway regarding timing of this work. Additional tree impacts may occur as a result of Xcel Energy's work.

## **I. Street Lighting**

Twelve Oaks Center Drive has existing private street lighting on the east and south sides of the roadway between Wayzata Boulevard and Parkers Lake Road. Construction impact to these lights is not anticipated, and no replacement of these lights is proposed with this project.

No lighting is proposed to be added to Parkers Lake Road. In order to accommodate the addition of the multi-use trail, some existing street lights may need to be relocated.

## **J. Street Signing and Striping**

All existing signs are proposed to be replaced as part of the project. Centerline and fog line striping will be installed upon completion of the paving operation on Parkers Lake Road. The proposed street width is typically 26 feet between curb faces, which provides 13 feet on each side of the roadway centerline. Fog line striping is proposed to be installed 11 feet off centerline. While more width will effectively be provided for large vehicles and bicyclists, the striped 11-foot-width is intended as a simple traffic calming measure. Driver speed is typically impacted by the perception of a narrow corridor, causing motors to reduce speed. The 11-foot lane also provides some additional space between the trail and the edge of the driving lane.

Striping will be utilized on Twelve Oaks Center Drive between Parkers Lake Road and



Carlson Parkway to make improvements rather than adding physical barriers such as curb and gutter. Drive lanes in this area will be better defined with striping creating some traffic calming in the area. The existing combined through and right lane at Carlson Parkway will be split up into a dedicated through lane and a dedicated right turn lane. By not adding curb in this area it allows traffic for the right turn to back up into the diagonal crosshatch area without affecting the through or left turn movements.

#### **K. Public Informational Meeting**

Two public informational meetings, one for businesses and one for residents, were held on July 24, 2019 at the Minnetonka Community Center and were attended by approximately 20 residents, businesses, and property owners affected by the improvements. Invitations were sent to 104 adjacent properties to inform interested parties about the project. Web postings were also utilized to make people aware of the meeting schedule. A presentation was given by city staff outlining the preliminary scope and schedule of the project. Following the presentation an open question and answer session was conducted. Following group discussion, questions, and responses, city staff and consultants were available for individual detailed questions and an open review of the project layouts. Attendees were provided comment cards to give project staff additional comments, but no comment cards were received. A summary of the meeting can be found in Appendix C.

Much of the resident questions and discussion involved the width of the proposed roadway. Specific concerns were raised regarding if parking would be restricted as a result of the narrower street. Parking is not proposed to be restricted as part of the project, but staff acknowledged at the meeting that shoulders would be reduced. Parking on Parkers Lake Road and Twelve Oaks Center Drive does not appear to be a commonplace today, and when parking was observed in the project area traffic was able to be accommodated even when parked vehicles encroached the drive lane. When asked if parking on either street was common or a problem, the consensus of neighbors at the meeting was that parking is not common and parking on Parkers Lake Road is only used once a year when the townhomes in the area clean out the private garage areas.

When asked about opinions on the trail and sidewalk that was proposed to be constructed, overall staff heard a positive message about both the sidewalk and the trail. Attendees commented that they did see people walking on the shoulder of Parkers Lake Road and Twelve Oaks Center Drive and a safer, off street pedestrian would be nice to have access to. The general consensus of attendees was more favorable to the addition of pedestrian facilities in lieu of maintaining adequate space for routine vehicle parking.

## **V. Estimated Costs**

Estimated construction costs presented in this report include a 15 percent contingency factor. Overhead costs, estimated at 25 percent, include legal, engineering, administrative and fiscal costs. Final costs will be determined by using low-bid construction costs of the proposed work.

Proposed construction costs for the 2020 Twelve Oaks Improvements (including curb and gutter, bituminous street, pedestrian facilities, storm sewer, sanitary sewer, watermain, and turf restoration) are itemized in Appendix A and are summarized below. These cost estimates are based upon public construction cost information. It is recommended that costs for project financing should be based upon actual, competitive bid prices with reasonable contingencies.



### Summary of Estimated Project Costs

SURFACE IMPROVEMENTS	\$2,300,000
SANITARY SEWER IMPROVEMENTS	\$640,000
WATER SYSTEM IMPROVEMENTS	\$760,000
STORM SEWER IMPROVEMENTS	\$700,000
OVERHEAD BURIAL IMPROVEMENTS	\$500,000
<b>TOTAL ESTIMATED PROJECT COST</b>	<b>\$4,900,000</b>

## VI. Right-of-Way / Easements / Permits

The proposed improvements will be constructed within the existing street right-of-way (ROW) along the corridor. In efforts to minimize private property and landscaping impacts, additional temporary right of entry access will be further explored to allow construction equipment access on private property through existing parking lots.

Permit needs will be verified during final design. A preliminary list of anticipated permits for construction of the improvements include:

- Minnesota Pollution Control Agency (NPDES Construction Stormwater)
- Minnesota Department of Health (Public Watermain)
- City LGU Process for Erosion/Sediment Control
- Wetland Conservation Act Compliance

## VII. Project Schedule

The following schedule is proposed for completion of the project:

Presentation of Feasibility Report, Order Final Plans & Specifications .....	September 16, 2019
Final Design .....	September 2019 – January 2020
Private Utility Relocation .....	October 2019 – May 2020
Present Final Plans / Authorize Ad for Bids .....	January, 2020
Open Bids .....	February, 2020
Award Project .....	March, 2020
Construction .....	May – November 2020
Final Layer of Asphalt, Project Clean up .....	June 2021

## VIII. Feasibility and Recommendation

From an engineering standpoint, this project is feasible, cost effective, and necessary and can best be accomplished by letting competitive bids for the work. It is recommended that the work be done under one contract in order to complete the work in an orderly and efficient manner. The city will have to determine the economic feasibility of the proposed improvements.



# Appendix A: Preliminary Cost Estimates



# PRELIMINARY ENGINEER'S ESTIMATE

**2020 TWELVE OAKS IMPROVEMENTS**  
**CITY OF MINNETONKA, MN**  
**BMI PROJECT NO. T19.118284**

ITEM NO.	DESCRIPTION	UNIT	ESTIMATED UNIT PRICE	TWELVE OAKS		PARKERS LAKE		TOTAL	TOTAL
				ESTIMATED QUANTITY	ESTIMATED COST	ESTIMATED QUANTITY	ESTIMATED COST	ESTIMATED QUANTITY	ESTIMATED TOTAL COST
<b>SURFACE IMPROVEMENTS</b>									
1	MOBILIZATION	LS	\$ 273,200.00	0.50	\$ 136,600	0.50	\$ 136,600	1.00	\$ 273,200
2	TRAFFIC CONTROL	LS	\$ 136,600.00	0.50	\$ 68,300	0.50	\$ 68,300	1.00	\$ 136,600
3	CLEAR & GRUB TREE	TREE	\$ 500.00	21	\$ 10,500	0	\$ -	21	\$ 10,500
4	REMOVE CONCRETE CURB & GUTTER	LF	\$ 5.50	325	\$ 1,788	2625	\$ 14,438	2,950	\$ 16,225
5	RECLAIM BITUMINOUS PAVEMENT (IN PLACE)	SY	\$ 2.50	10200	\$ 25,500	5800	\$ 14,500	16,000	\$ 40,000
6	REMOVE CONCRETE PAVEMENT	SY	\$ 1.25	165	\$ 206	100	\$ 125	265	\$ 331
7	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	\$ 7.00	50	\$ 350	50	\$ 350	100	\$ 700
8	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	\$ 3.50	475	\$ 1,663	200	\$ 700	675	\$ 2,363
9	COMMON EXCAVATION (P) (EV)	CY	\$ 16.00	7040	\$ 112,640	1100	\$ 17,600	8,140	\$ 130,240
10	SUBGRADE EXCAVATION (EV)	CY	\$ 20.00	2400	\$ 48,000	1300	\$ 26,000	3,700	\$ 74,000
11	SUBGRADE PREPARATION	SY	\$ 1.00	0	\$ -	5200	\$ 5,200	5,200	\$ 5,200
12	AGGREGATE BASE CLASS 5 (CV)	TON	\$ 20.00	3230	\$ 64,600	1000	\$ 20,000	4,230	\$ 84,600
13	STABILIZING AGGREGATE (CV)	CY	\$ 25.00	2400	\$ 60,000	1300	\$ 32,500	3,700	\$ 92,500
14	TOPSOIL BORROW (SPECIAL) (LV)	CY	\$ 40.00	590	\$ 23,600	650	\$ 26,000	1,240	\$ 49,600
15	TYPE SP 12.5 NON WEARING COURSE MIXTURE	TON	\$ 68.00	1600	\$ 108,800	1150	\$ 78,200	2,750	\$ 187,000
16	TYPE SP 9.5 WEARING COURSE MIXTURE	TON	\$ 80.00	2000	\$ 160,000	1460	\$ 116,800	3,460	\$ 276,800
17	TYPE SP 9.5 WEARING COURSE (DRIVEWAYS)	SY	\$ 30.00	500	\$ 15,000	300	\$ 9,000	800	\$ 24,000
18	TYPE SP 9.5 WEARING COURSE (TRAIL)	SY	\$ 22.50	350	\$ 7,875	1575	\$ 35,438	1,925	\$ 43,313
19	SAWED/SEALED JOINT	LF	\$ 2.50	2100	\$ 5,250	2100	\$ 5,250	4,200	\$ 10,500
20	JOINT ADHESIVE	LF	\$ 0.75	4300	\$ 3,225	4200	\$ 3,150	8,500	\$ 6,375
21	4" CONCRETE WALK	SF	\$ 5.00	8500	\$ 42,500	0	\$ -	8,500	\$ 42,500
22	6" CONCRETE PEDESTRIAN RAMP	SF	\$ 6.00	0	\$ -	1000	\$ 6,000	1,000	\$ 6,000
23	6" CONCRETE DRIVEWAY PAVEMENT	SF	\$ 7.00	1575	\$ 11,025	1200	\$ 8,400	2,775	\$ 19,425
24	TRUNCATED DOMES	SF	\$ 50.00	0	\$ -	120	\$ 6,000	120	\$ 6,000
25	EROSION CONTROL BLANKET	SY	\$ 2.00	0	\$ -	1200	\$ 2,400	1,200	\$ 2,400
26	SODDING TYPE LAWN	SY	\$ 5.00	2900	\$ 14,500	1000	\$ 5,000	3,900	\$ 19,500
27	ORNAMENTAL RAILING	LF	\$ 145.00	0	\$ -	200	\$ 29,000	200	\$ 29,000
28	GUARDRAIL	LF	\$ 45.00	0	\$ -	320	\$ 14,400	320	\$ 14,400
29	END TREATMENT	LF	\$ 500.00	0	\$ -	4	\$ 2,000	4	\$ 2,000
30	WATER (TURF ESTABLISHMENT)	MGAL	\$ 35.00	250	\$ 8,750	250	\$ 8,750	500	\$ 17,500
31	WATER (DUST CONTROL)	MGAL	\$ 25.00	150	\$ 3,750	150	\$ 3,750	300	\$ 7,500
32	STABILIZED CONSTRUCTION ENTRANCE	EACH	\$ 1,000.00	2	\$ 2,000	2	\$ 2,000	4	\$ 4,000
33	SIGN PANEL TYPE C	SF	\$ 30.00	35	\$ 1,050	35	\$ 1,050	70	\$ 2,100
34	PAVT MSSG (LEFT ARROW) -PREF THERMO (GR IN)	EACH	\$ 500.00	1	\$ 500	0	\$ -	1	\$ 500
35	4" BROKEN LINE WHITE-EPOXY	LF	\$ 0.50	400	\$ 200	0	\$ -	400	\$ 200
36	4" SOLID LINE WHITE-EPOXY	LF	\$ 0.50	3400	\$ 1,700	3400	\$ 1,700	6,800	\$ 3,400
37	4" DOUBLE SOLID LINE YELLOW-EPOXY	LF	\$ 1.00	3400	\$ 3,400	3400	\$ 3,400	6,800	\$ 6,800
<b>SUBTOTAL</b>					\$ 944,000	\$ 704,000	\$ 1,648,000		
<b>15% CONTINGENCY</b>					\$ 141,600	\$ 106,000	\$ 248,000		
<b>25% ESTIMATED ENG. ADMIN. FINANCE, LEGAL</b>					\$ 236,000	\$ 176,000	\$ 412,000		
<b>SURFACE IMPROVEMENT TOTALS</b>					\$ 1,322,000	\$ 986,000	\$ 2,308,000		
<b>WATERMAIN IMPROVEMENTS</b>									
38	ABANDON WATERMAIN	LF	\$ 8.00	115	\$ 920	0	\$ -	115	\$ 920
39	LINE 8" WATERMAIN	LF	\$ 110.00	1200	\$ 132,000	0	\$ -	1,200	\$ 132,000
40	12" WATERMAIN	LF	\$ 80.00	425	\$ 34,000	0	\$ -	425	\$ 34,000
41	8" WATERMAIN	LF	\$ 70.00	900	\$ 63,000	0	\$ -	900	\$ 63,000
42	6" WATERMAIN	LF	\$ 60.00	350	\$ 21,000	30	\$ 1,800	380	\$ 22,800
42	12" GATE VALVE & BOX	EACH	\$ 3,500.00	2	\$ 7,000	0	\$ -	2	\$ 7,000
43	8" GATE VALVE & BOX	EACH	\$ 2,200.00	6	\$ 13,200	0	\$ -	6	\$ 13,200
44	6" GATE VALVE & BOX	EACH	\$ 1,800.00	9	\$ 16,200	1	\$ 1,800	10	\$ 18,000
45	DUCTILE IRON FITTINGS	LB	\$ 9.00	1400	\$ 12,600	100	\$ 900	1,500	\$ 13,500
46	BORING PITS - TRENCHLESS WATERMAIN	EACH	\$ 10,000.00	11	\$ 110,000	0	\$ -	11	\$ 110,000
47	HYDRANT	EACH	\$ 5,000.00	8	\$ 40,000	1	\$ 5,000	9	\$ 45,000
48	TEMPORARY WATER SYSTEM	LS	\$ 50,000.00	1	\$ 50,000	0	\$ -	1	\$ 50,000
49	REINSTATE WATER SERVICE	EACH	\$ 2,500.00	6	\$ 15,000	0	\$ -	6	\$ 15,000
50	ADJUST GATE VALVE CASTING	EACH	\$ 200.00	7	\$ 1,400	5	\$ 1,000	12	\$ 2,400
51	CONNECT TO EXISTING WATERMAIN	EACH	\$ 1,500.00	4	\$ 6,000	2	\$ 3,000	6	\$ 9,000
<b>SUBTOTAL</b>					\$ 523,000	\$ 14,000	\$ 537,000		
<b>15% CONTINGENCY</b>					\$ 79,000	\$ 3,000	\$ 82,000		
<b>25% ESTIMATED ENG. ADMIN. FINANCE, LEGAL</b>					\$ 130,800	\$ 4,000	\$ 134,800		
<b>WATERMAIN TOTALS</b>					\$ 733,000	\$ 21,000	\$ 754,000		
<b>SANITARY SEWER IMPROVEMENTS</b>									
52	LINE 21" SANITARY SEWER	LF	\$ 100.00	1800	\$ 180,000	0	\$ -	1,800	\$ 180,000
53	LINE 12" SANITARY SEWER	LF	\$ 75.00	800	\$ 60,000	0	\$ -	800	\$ 60,000
54	LINE 8" SANITARY SEWER	LF	\$ 50.00	950	\$ 47,500	0	\$ -	950	\$ 47,500
55	SANITARY SEWER BYPASS PUMPING	LS	\$ 150,000.00	1	\$ 150,000	0	\$ -	1	\$ 150,000
56	SPOT REPAIR	EACH	\$ 10,000.00	2	\$ 20,000	0	\$ -	2	\$ 20,000
57	REINSTATE SANITARY SERVICE	EACH	\$ 125.00	11	\$ 1,375	0	\$ -	11	\$ 1,375
<b>SUBTOTAL</b>					\$ 459,000	\$ -	\$ 459,000		
<b>15% CONTINGENCY</b>					\$ 69,000	\$ -	\$ 69,000		
<b>25% ESTIMATED ENG. ADMIN. FINANCE, LEGAL</b>					\$ 114,800	\$ -	\$ 114,800		
<b>SANITARY SEWER TOTALS</b>					\$ 643,000	\$ -	\$ 643,000		



# PRELIMINARY ENGINEER'S ESTIMATE

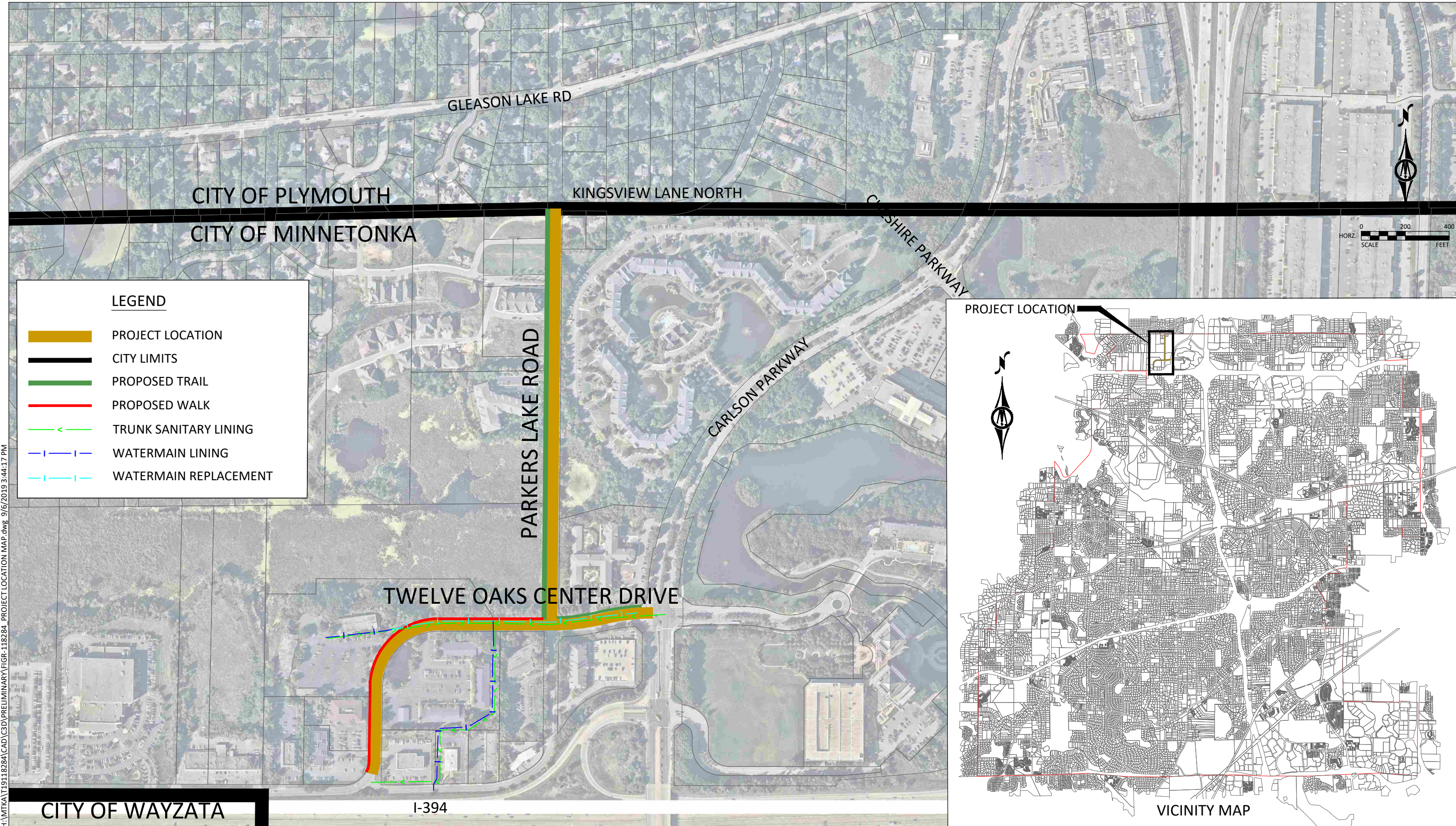
**2020 TWELVE OAKS IMPROVEMENTS**  
**CITY OF MINNETONKA, MN**  
**BMI PROJECT NO. T19.118284**

ITEM NO.	DESCRIPTION	UNIT	ESTIMATED UNIT PRICE	TWELVE OAKS		PARKERS LAKE		TOTAL	TOTAL
				ESTIMATED QUANTITY	ESTIMATED COST	ESTIMATED QUANTITY	ESTIMATED COST	ESTIMATED QUANTITY	ESTIMATED TOTAL COST
<b>STORM SEWER IMPROVEMENTS</b>									
58	REMOVE DRAINAGE STRUCTURE (STORM)	EACH	\$ 450.00	5	\$ 2,250	0	\$ -	5	\$ 2,250
59	REMOVE SEWER PIPE (STORM)	LF	\$ 15.00	400	\$ 6,000	550	\$ 8,250	950	\$ 14,250
60	SELECT GRANULAR BORROW	CY	\$ 13.00	3900	\$ 50,700	0	\$ -	3,900	\$ 50,700
61	B612 CONCRETE CURB AND GUTTER	LF	\$ 15.00	3000	\$ 45,000	5800	\$ 87,000	8,800	\$ 132,000
62	VALLEY GUTTER	SY	\$ 75.00	300	\$ 22,500	0	\$ -	300	\$ 22,500
63	4" DRAINTILE	LF	\$ 8.00	2200	\$ 17,600	5700	\$ 45,600	7,900	\$ 63,200
64	STORM SEWER CASTING	EACH	\$ 500.00	13	\$ 6,500	8	\$ 4,000	21	\$ 10,500
65	STORM SEWER STRUCTURE	EACH	\$ 1,600.00	8	\$ 12,800	8	\$ 12,800	16	\$ 25,600
66	15" RC STORM SEWER PIPE	LF	\$ 42.00	371	\$ 15,582	121	\$ 5,082	492	\$ 20,664
67	18" RC STORM SEWER PIPE	LF	\$ 50.00	225	\$ 11,250	410	\$ 20,500	635	\$ 31,750
68	24" RC STORM SEWER PIPE	LF	\$ 60.00	128	\$ 7,680	24	\$ 1,440	152	\$ 9,120
69	27" RC STORM SEWER PIPE	LF	\$ 65.00	133	\$ 8,645	0	\$ -	133	\$ 8,645
70	STORM SEWER FLARED END 15"	EACH	\$ 1,000.00	0	\$ -	1	\$ 1,000	1	\$ 1,000
71	STORM SEWER FLARED END 18"	EACH	\$ 1,100.00	3	\$ 3,300	0	\$ -	3	\$ 3,300
72	STORM SEWER FLARED END 24"	EACH	\$ 1,300.00	2	\$ 2,600	1	\$ 1,300	3	\$ 3,900
73	STORM SEWER FLARED END 27"	EACH	\$ 1,500.00	1	\$ 1,500	0	\$ -	1	\$ 1,500
74	RECONSTRUCT WIER WALL	EACH	\$ 7,500.00	1	\$ 7,500	1	\$ 7,500	2	\$ 15,000
75	CONNECT TO EXISTING STORM SEWER	EACH	\$ 1,200.00	5	\$ 6,000	1	\$ 1,200	6	\$ 7,200
76	STREET SWEEPER (WITH PICKUP BROOM)	hour	\$ 150.00	40	\$ 6,000	40	\$ 6,000	80	\$ 12,000
77	INLET PROTECTION	EACH	\$ 350.00	13	\$ 4,550	14	\$ 4,900	27	\$ 9,450
78	FLOTATION SILT CURTAIN TYPE STILL WATER	LF	\$ 20.00	150	\$ 3,000	400	\$ 8,000	550	\$ 11,000
79	SILT FENCE, TYPE HEAVY DUTY	LF	\$ 4.00	4000	\$ 16,000	3600	\$ 14,400	7,600	\$ 30,400
80	RAPID STABILIZATION	SY	\$ 2.00	600	\$ 1,200	2845	\$ 5,690	3,445	\$ 6,890
81	RANDOM RIPRAP CLASS III (CV)	CY	\$ 115.00	35	\$ 4,025	20	\$ 2,300	55	\$ 6,325
<b>SUBTOTAL</b>					<b>\$ 263,000</b>		<b>\$ 237,000</b>		<b>\$ 500,000</b>
15% CONTINGENCY					\$ 39,450		\$ 35,550		\$ 75,000
25% ESTIMATED ENG. ADMIN. FINANCE, LEGAL					\$ 65,800		\$ 60,000		\$ 125,000
<b>STORM SEWER TOTALS</b>					<b>\$ 369,000</b>		<b>\$ 333,000</b>		<b>\$ 700,000</b>
CONSTRUCTION SUBTOTAL					\$ 2,189,000		\$ 955,000		\$ 3,143,000
15% CONTINGENCY					\$ 328,000		\$ 143,000		\$ 472,000
<b>ESTIMATED CONSTRUCTION COST</b>					<b>\$ 2,517,000</b>		<b>\$ 1,098,000</b>		<b>\$ 3,615,000</b>
25% ESTIMATED ENG. ADMIN. FINANCE, LEGAL					\$ 547,000		\$ 239,000		\$ 786,000
BURIAL OF OVERHEAD POWER									\$ 500,000
<b>TOTAL ESTIMATED PROJECT COST</b>					<b>\$ 3,064,000</b>		<b>\$ 1,337,000</b>		<b>\$ 4,900,000</b>
<b>SUMMARY OF ESTIMATED PROJECT COSTS*</b>									
SCHEDULE A: SURFACE IMPROVEMENTS								\$	2,308,000
SCHEDULE B: SANITARY SEWER IMPROVEMENTS								\$	643,000
SCHEDULE C: WATER IMPROVEMENTS								\$	751,000
SCHEDULE D: STORM SEWER IMPROVEMENTS								\$	700,000
BURIAL OF OVERHEAD POWER								\$	500,000
<b>TOTAL ESTIMATED CONSTRUCTION COST - 2020 TWELVE OAKS CENTER DR IMPROVEMENTS</b>								<b>\$</b>	<b>4,900,000</b>
*INCLUDES 15% CONTINGENCY & 25% ENGINEERING, ADMINISTRATION, FINANCE, LEGAL									



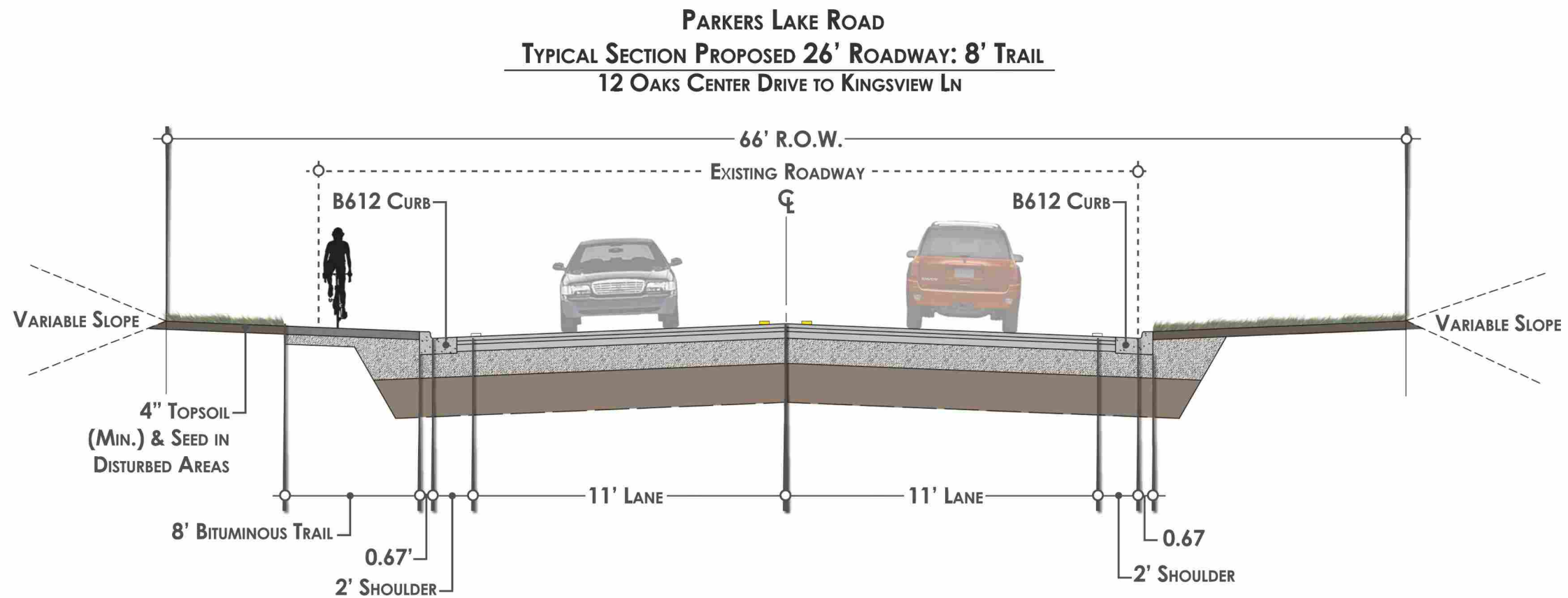
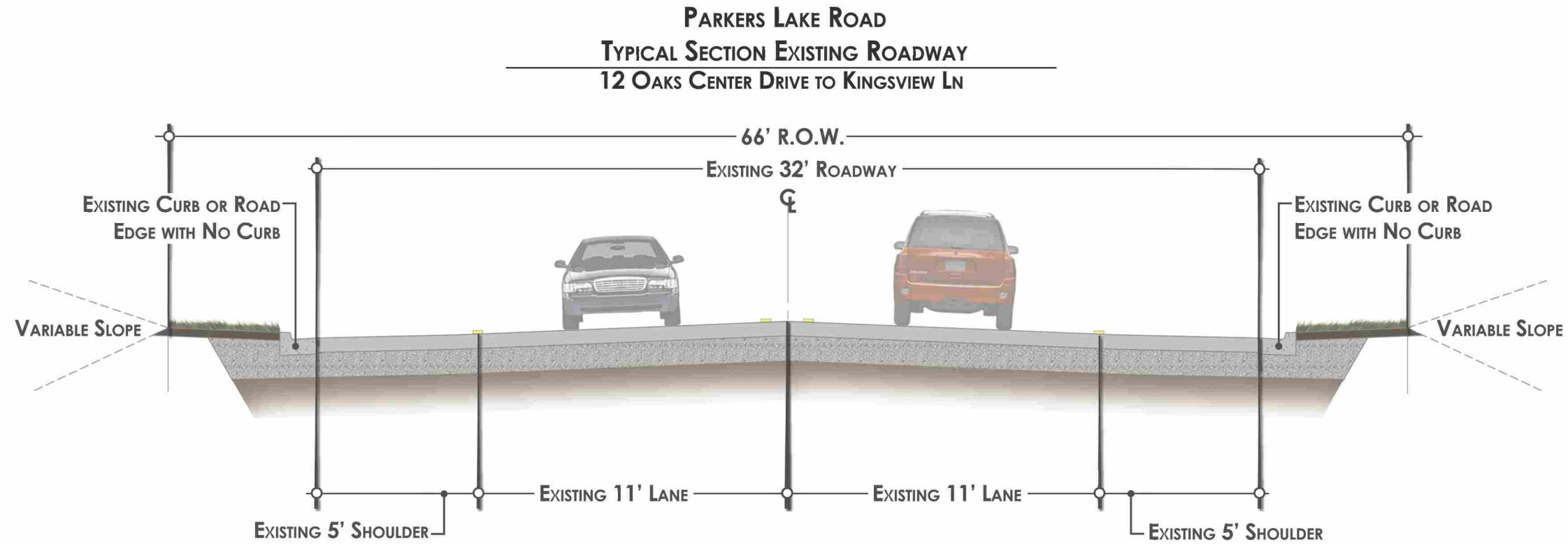
## Appendix B: Figures





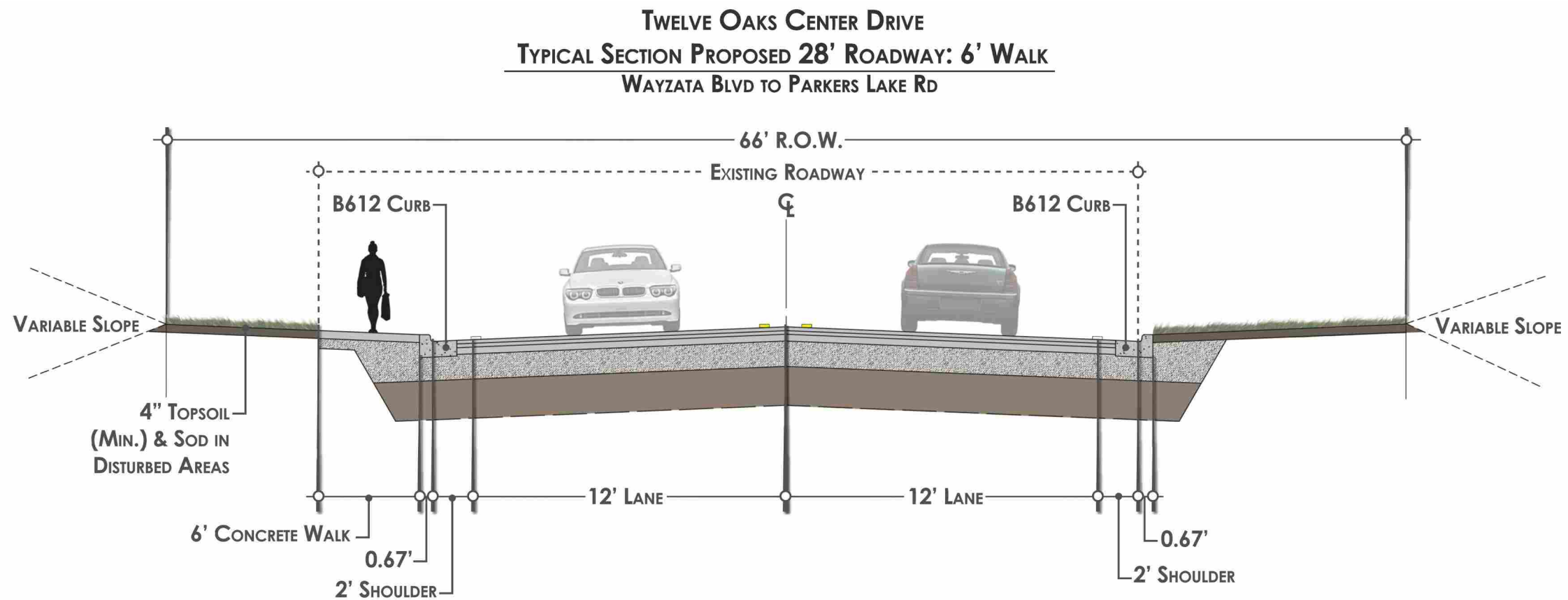
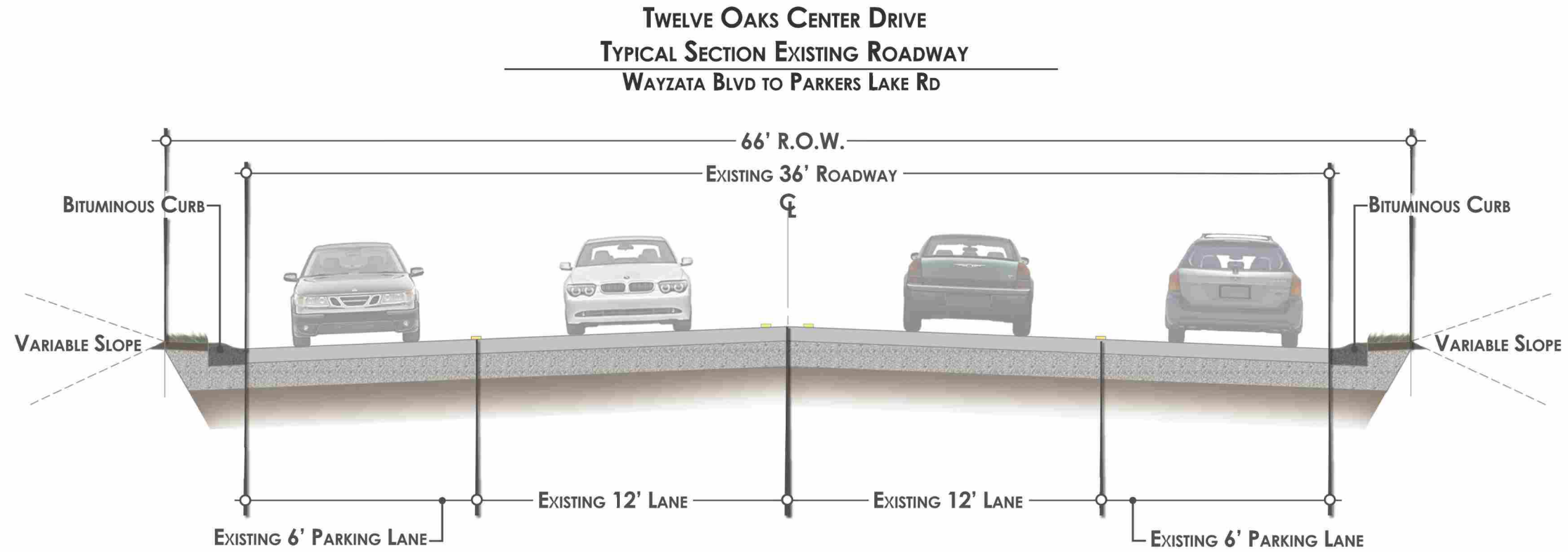
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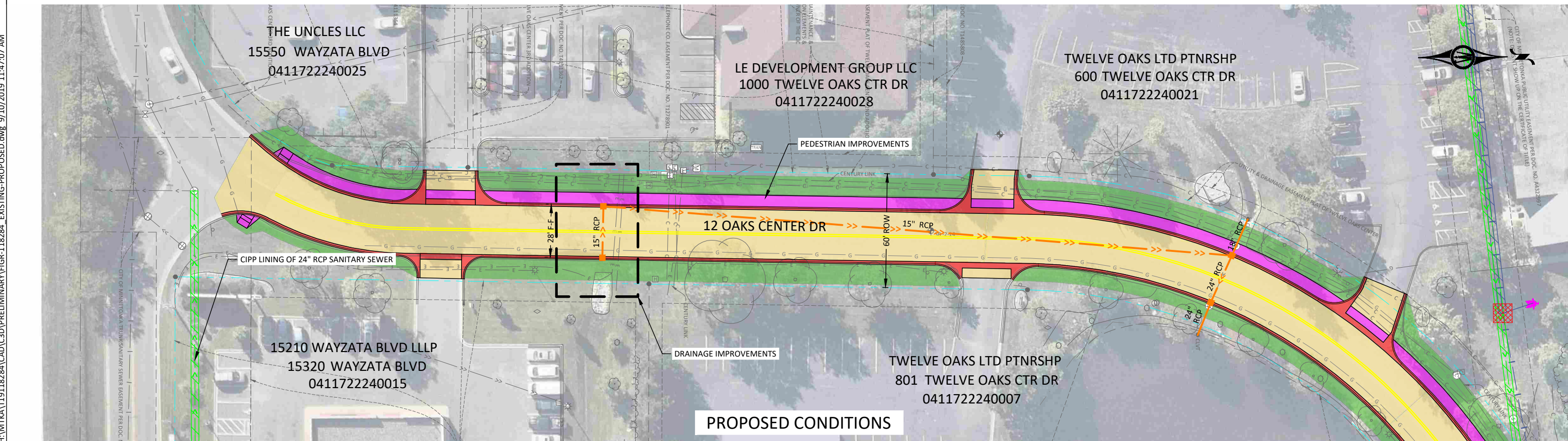
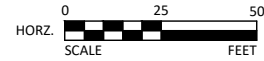
## EXISTING FIGURES

EXISTING	
	BITUMINOUS EDGE
	CONCRETE EDGE
	CONCRETE CURB
	GRAVEL EDGE
	RIGHT-OF-WAY
	SANITARY SEWER
	SANITARY MANHOLE
	STORM SEWER
	STORM MANHOLE
	STORM CATCH BASIN
	WATERMAIN
	HYDRANT
	GATE VALVE
	UNDERGROUND FIBER OPTIC
	UNDERGROUND ELECTRIC
	UNDERGROUND GAS
	UNDERGROUND COMMUNICATION
	OVERHEAD ELECTRIC
	OVERHEAD COMMUNICATIONS
	OVERHEAD UTILITY
	SOIL BORING

## PROPOSED FIGURES

PROPOSED	EXISTING BACKGROUND
	BITUMINOUS PAVEMENT
	BITUMINOUS TRAIL
	CONCRETE PAVEMENT DRIVEWAY/CURB & GUTTER
	PROPOSED CONCRETE WALK / PEDESTRIAN RAMP
	PROPOSED TURF
	STORM MANHOLE
	STORM CATCH BASIN
	STORM SEWER
	WATERMAIN
	WATERMAIN LINING
	WATERMAIN SERVICE
	HYDRANT
	GATE VALVE
	SANITARY SEWER LINING
	WETLAND DELINEATION
	TREE REMOVAL DUE TO STREET OR UTILITY CONSTRUCTION
	BITUMINOUS
	CONCRETE
	CONCRETE CURB
	GRAVEL
	RIGHT-OF-WAY
	SANITARY SEWER
	SANITARY MANHOLE
	STORM SEWER
	STORM MANHOLE
	STORM CATCH BASIN
	WATERMAIN
	HYDRANT
	GATE VALVE
	UNDERGROUND FIBER OPTIC
	UNDERGROUND ELECTRIC
	UNDERGROUND GAS
	UNDERGROUND COMMUNICATION
	OVERHEAD ELECTRIC
	OVERHEAD COMMUNICATIONS
	OVERHEAD UTILITY

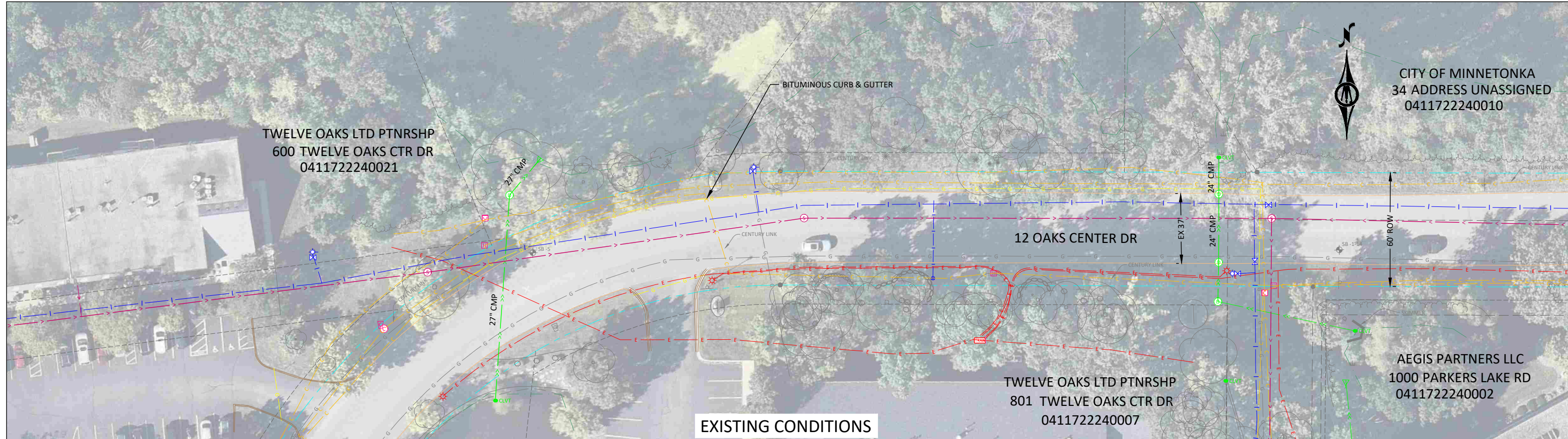
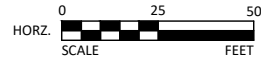




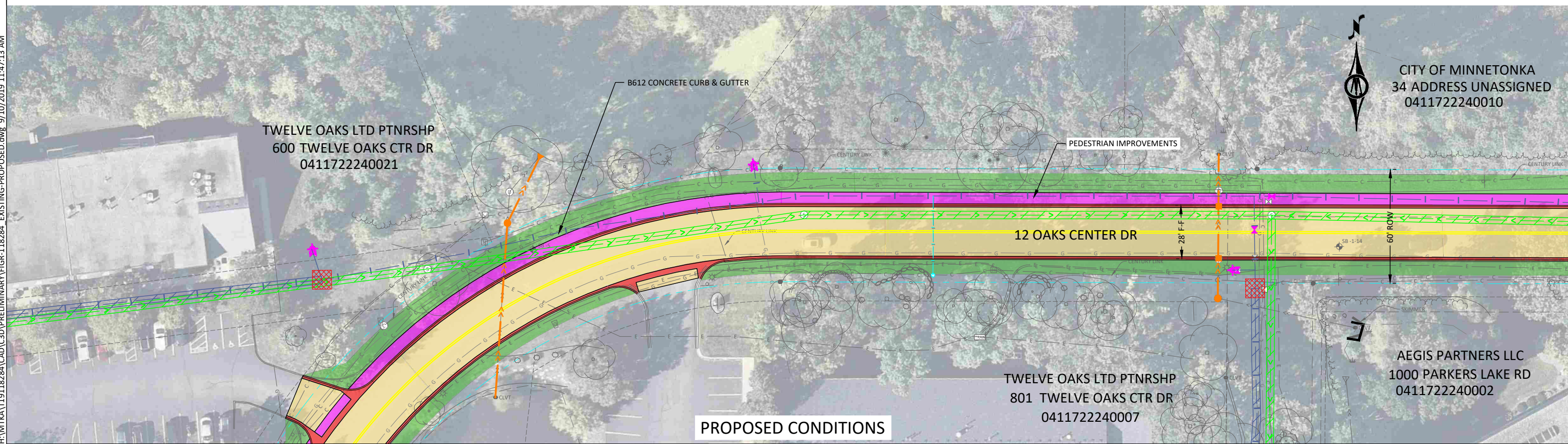
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CITY OF MINNETONKA PUBLIC UTILITY ASSESSMENT PER DDC NO. A3322917  
NOTE: THIS SHOWN ON THE CENTRICITY OF THE CITY





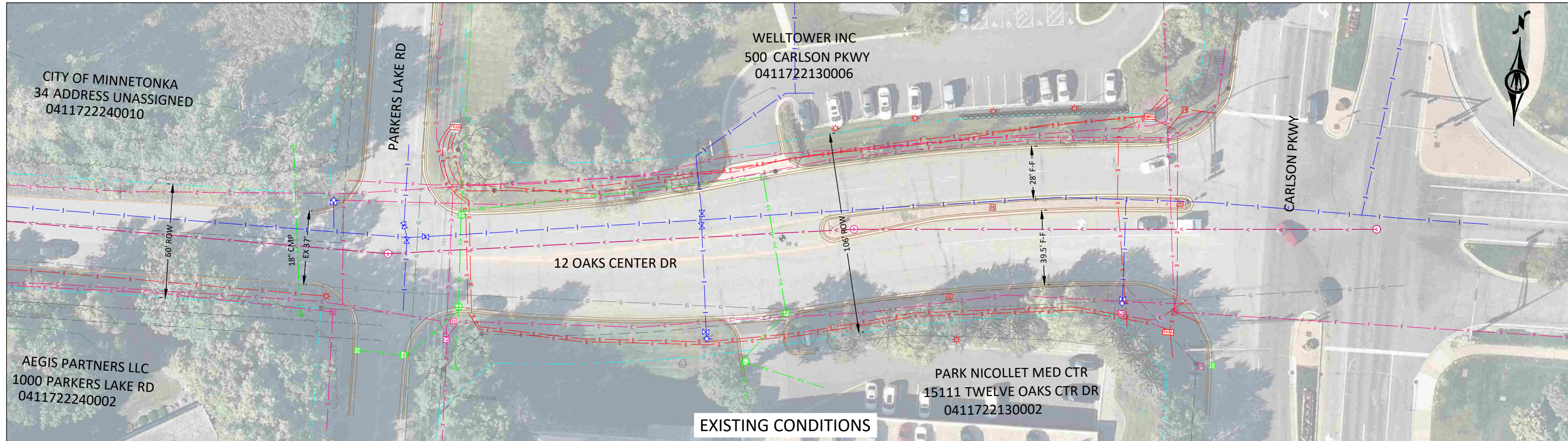
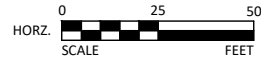
EXISTING CONDITIONS



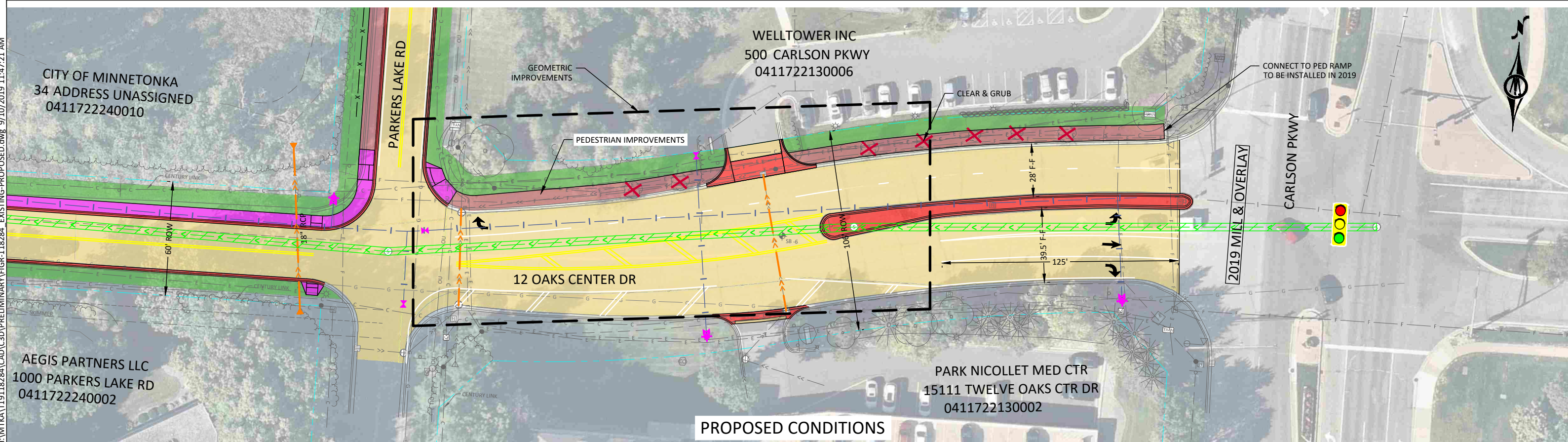
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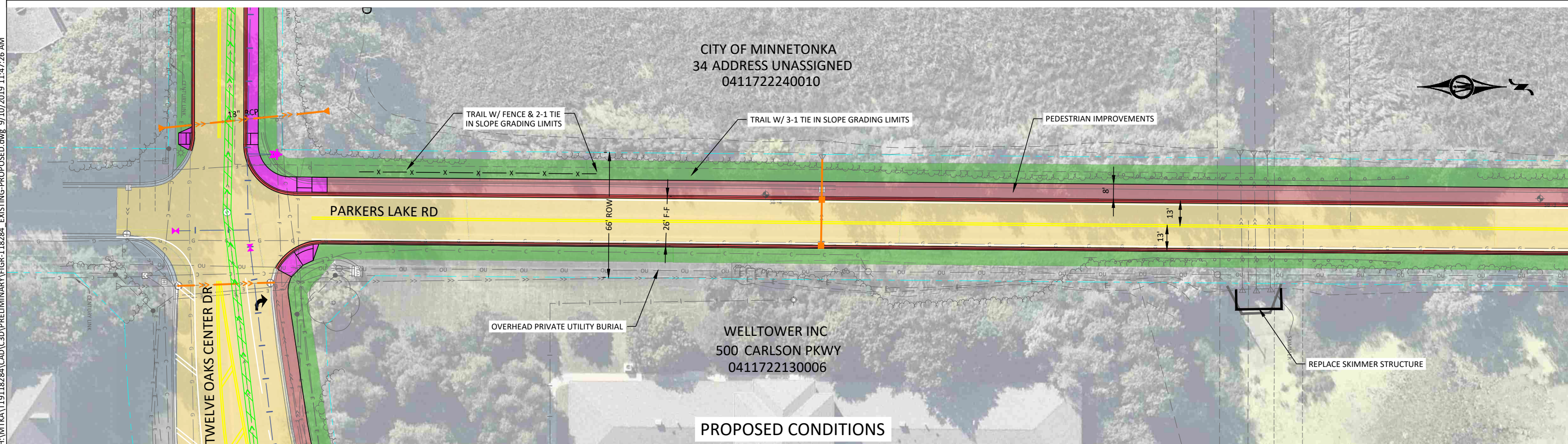
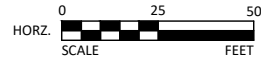
EXISTING CONDITIONS



PROPOSED CONDITIONS

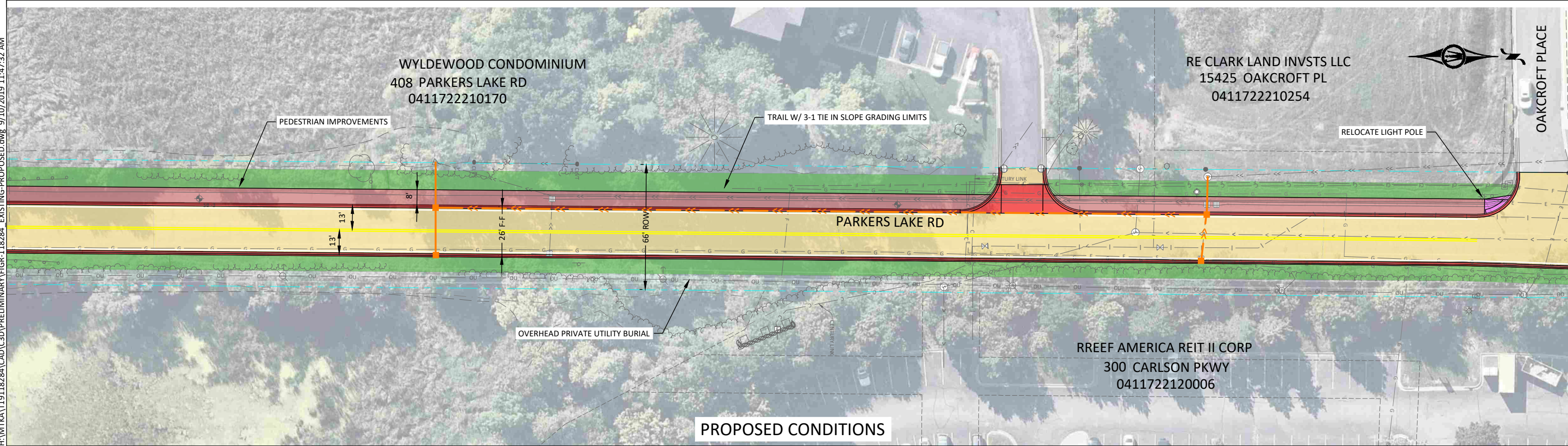
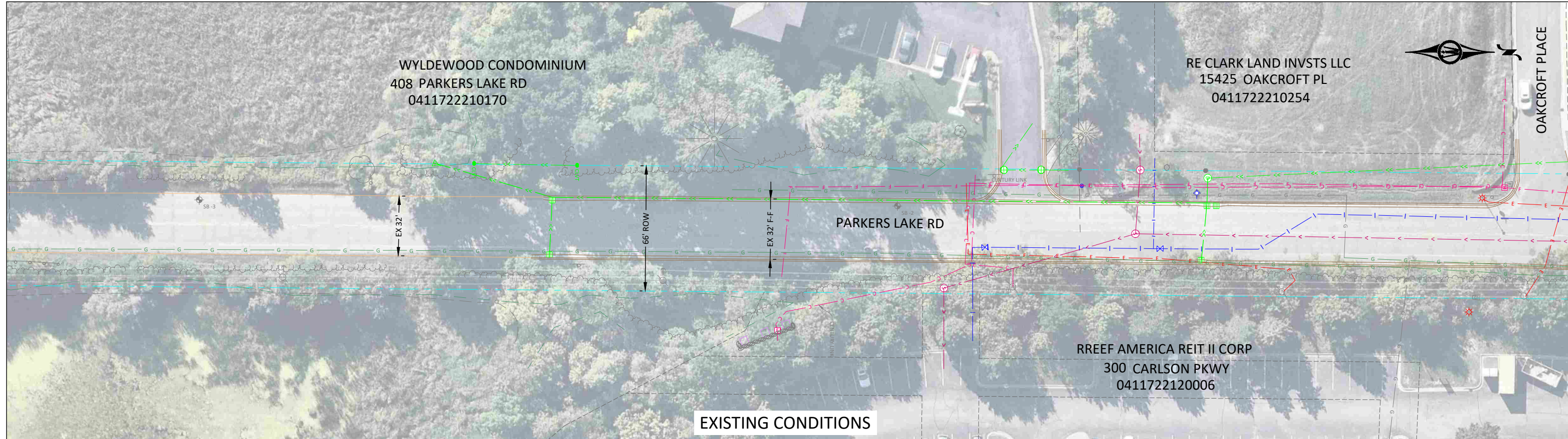
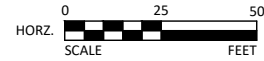
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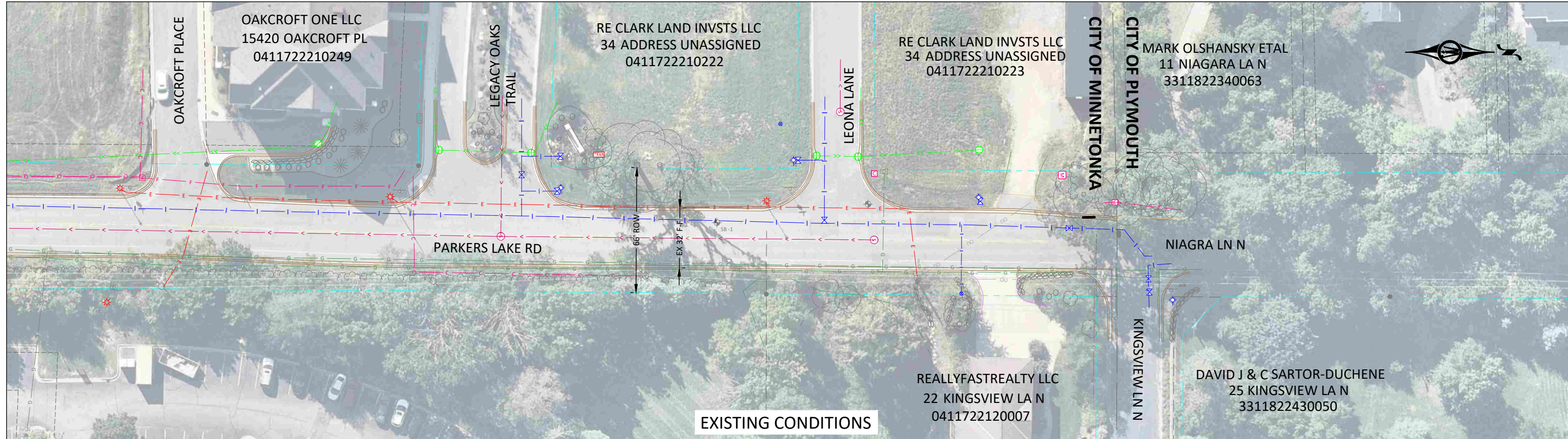
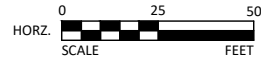
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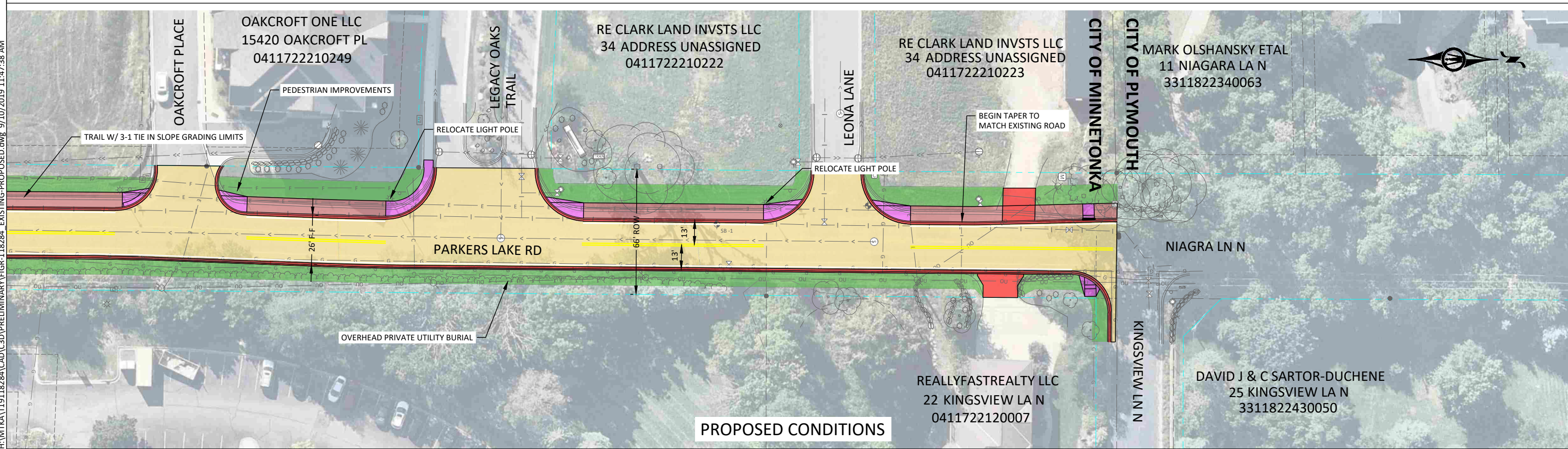


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EXISTING CONDITIONS



PROPOSED CONDITIONS

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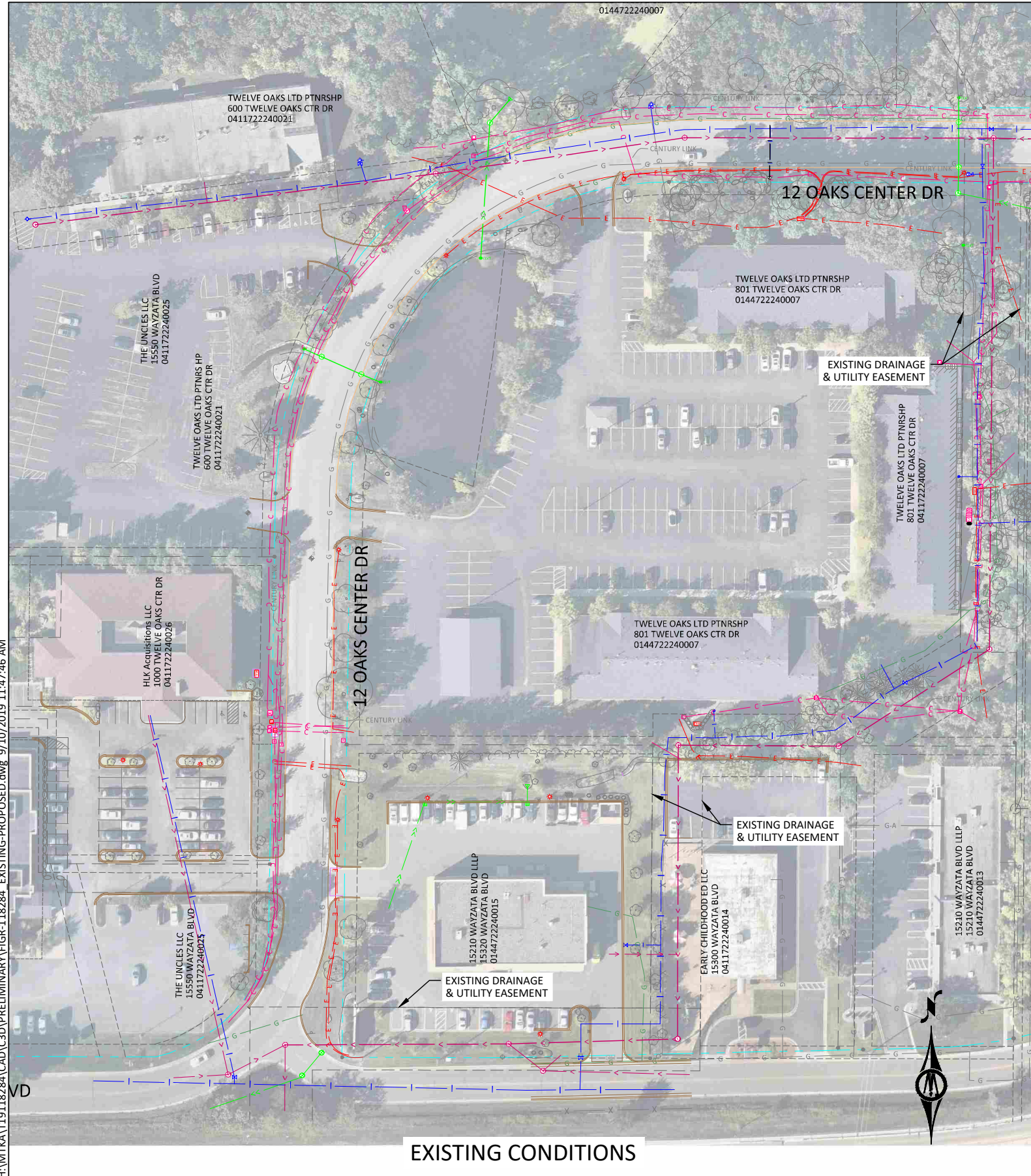
# 2020 TWELVE OAKS CENTER DRIVE/PARKERS LAKE ROAD IMPROVEMENTS

CITY OF MINNETONKA

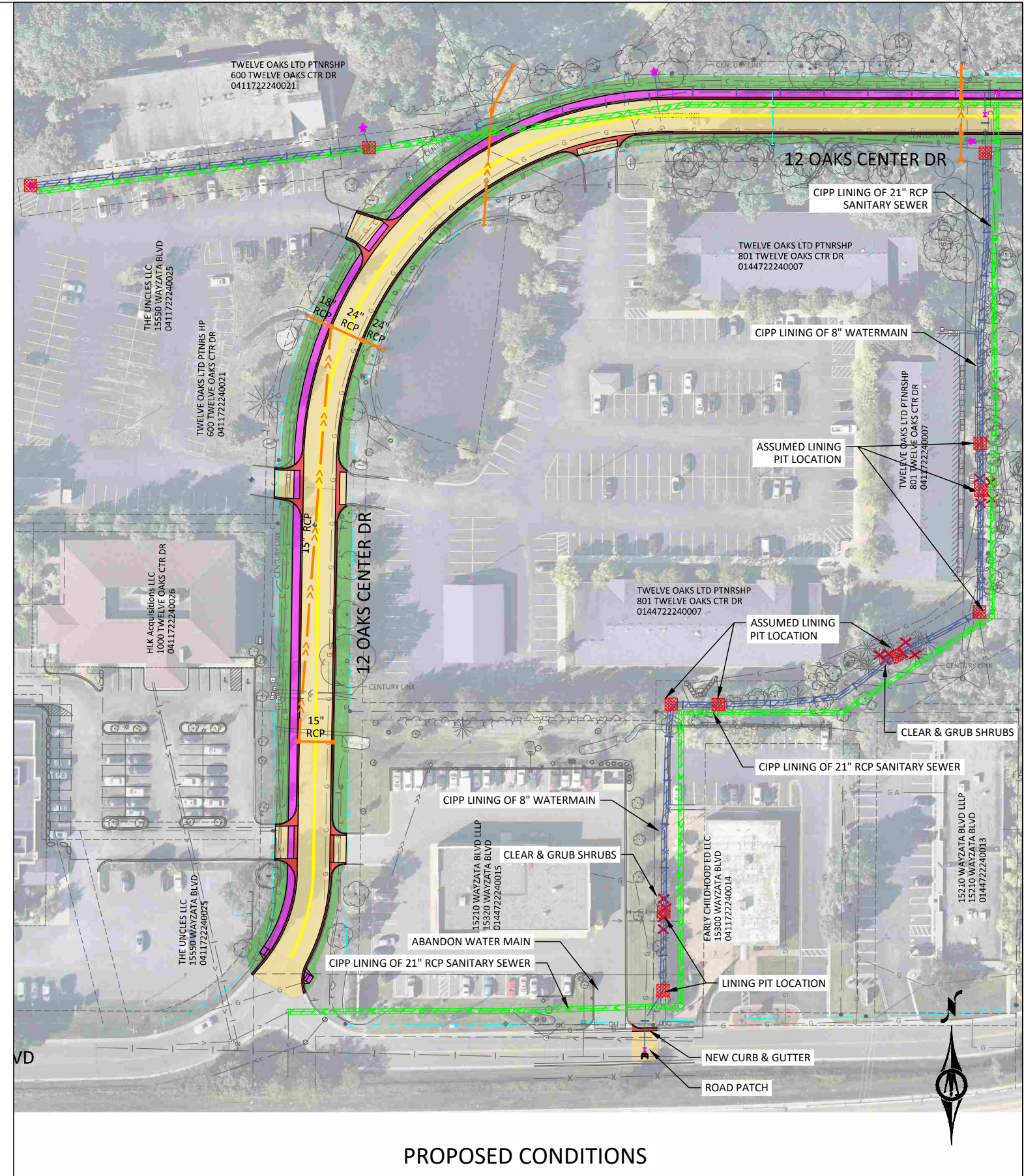


# FIGURE 11: EXISTING-PROPOSED CONDITIONS

September 2019



EXISTING CONDITIONS



PROPOSED CONDITIONS

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# Appendix C: Neighborhood Meeting & Public Input





Real People. Real Solutions.

12224 Nicollet Avenue  
Burnsville, MN 55337-1649

Ph: (952) 890-0509  
Fax: (952) 890-8065  
Bolton-Menk.com

## MEMORANDUM

**Date:** July 25, 2019  
**To:** Chris Long, P.E., Engineering Project Manager  
**From:** Matt Blazer, P.E., Project Engineer  
**Subject:** Summary of Twelve Oaks Improvements Public Informational Meetings  
2020 Twelve Oaks Improvements

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Public Informational Meetings were held on July 24<sup>th</sup> at the Minnetonka Community Center for the above referenced project. Due to the mix of business and residential land use in the project area it was felt necessary by project staff to hold a separate meeting for each group. At each meeting, a presentation was given to review the capital improvement program, project development considerations, scope of the proposed improvements, and project schedule. Following the presentation, questions were taken from the public and addressed by city staff. The following is intended as a summary of questions(Q)/ comments(C) and responses (R):

### Business Meeting

**Q:** The Storm water facility at Youngstedts is constantly draining water out onto Twelve Oaks Center Drive. Will that be addressed with the project?

**R:** Yes. As part of the project storm sewer will be extended to near that location to pick up water on the street. The addition of concrete curb and gutter will also help the issue

**C:** We see lots of pedestrians walking on Parkers Lake Road and on Twelve Oaks

**Q:** How will the grass be restored that is disturbed with the project? Curb appearance is important to the businesses.

**R:** There will be a combination of sod and seed to restore the corridor. In generally, manicured lawns will receive sod. If you have a sprinkler system, please inform project staff.

**Q:** Is there any phasing for the project? Do you know when Twelve Oaks is expected to be under construction?

**R:** Phasing plans, if needed, will be developed during final design of the project. If there is a preference from business owners such as spring, summer, or fall or important dates to avoid please talk to project staff.

**Q:** Will we have notifications to send to our tenants about construction such as water shut offs, power outages, access to building, etc.?

**R:** The best way for you and you tenants to stay informed about the project is to sign up for the project notifications on the project website, or to sign up for the project text alerts. Both can be found on the city website or on the project information boards that have been put in the project area.



### **Resident / Property Owner Meeting**

**Q:** Will there be notifications prior to access restrictions?

**R:** Generally access will be provided before work starts and after work ends each day. In some cases, such as when concrete is installed, access restrictions will occur. Yes, prior to concrete work notifications will be given.

**Q:** Are 7 am to 10 pm the typical working hours?

**R:** They are the standard allowed hours for city projects, however most contractors tend to work from 7 am until about 7 pm. In some cases, such as when unforeseen conditions are encountered during the day, contractors have worked until 10 pm on past projects though it has not been typical.

**Q:** Are there any parking restrictions proposed?

**R:** There are no new parking restrictions proposed. Lane will be narrowed so that one street parking maybe difficult. If parking becomes a problem, the City will review the issue at that time based on its standard process for review of parking restrictions.

**Q:** Will there be refuse containers added for people to throw away garbage and dog poop bags?

**R:** In past trail projects we have not added garbage containers along the trail. Typically, there are city owned refuse containers in park spaces. We will discuss this with parks staff, but it is not likely that they will be added.

**Q:** Will there be street lights added to Parker's Lake Road?

**R:** There are no street lights added with this project. Usually street lights are only found in city center areas. A single street light can be added by petition. While we see some people want street lights, many times we see just as many people not want them in a specific location.

**Q:** Will there be a connection to City of Plymouth or to Gleason Lake Rd?

**R:** Project staff has been in contact with the City of Plymouth to coordinate on the trail. Currently, the trail will end at the city limits, but the City of Plymouth does have Niagara Ln (the continuation of Parkers Lake Road) in their CIP scheduled for 2024.

**Q:** How high will the new curb be?

**R:** The new curb will follow the city standard of 6"

**C:** Some of the excess speed is from people test driving cars from the car dealerships in the area.

**R:** We will talk to Police staff about this and possibly extra patrols

**Q:** Can speed bumps be added to address excess speed?

**R:** Typically speed bumps are not added to public streets in Minnesota due to plowing. Another reason that they are not used on public streets is for emergency response time for fire and ambulance is greatly reduced. Instead of direct physical barriers, traffic calming method of narrowing the street to a more acceptable width was used. When drivers feel more confined they tend to drive slower.

**Q:** With narrowing the road, will there be enough room for two large trucks to pass one another?

**R:** Yes.



**Q:** One resident commented that they liked the use of striping near Carlson Parkway as traffic calming to reduce speed. The city did this at his previous residence and it seemed to work well.

**Q:** Is a traffic study required to change the width of the road?

**R:** No.

**Q:** We like the addition of the trail. Can the road be wider and still have the trail?

**R:** No. Because we are shrinking the road to add the trail, we are able to maintain approximately the same total width (street + trail = ex road width) and not enough impervious area is being added to the project to trigger stormwater treatment requirements. If the road is widened, it would be required that the additional storm water runoff is treated, and the trail would no longer be cost effective or the city would incur a significant expense to acquire property to build a storm water pond.

**EDITORS NOTE:** There was a lot of discussion about narrowing the road for the needed traffic calming, but residents were concerned with the road being too narrow. Project reference the 2017 Crosby Rd Project that had a similar situation and the road was narrowed to a similar width and a pedestrian facility on one side.

**Q:** Will the construction traffic for Legacy Oaks have a detrimental impact on the new road surface?

**R:** The new road is designed in such a way to handle construction traffic.

**Q:** Will the wetland be cleaned up with the project? There is a lot of debris and trash on the side of the road. Could the trees along the wetland be cut down to show the nice view of the wetland?

**R:** We will talk to city cleanup crews about the trash. No tree removal along the wetland are planned, typically, we try to save as many trees as possible.

**Q:** Will there be any land acquisition as part of the project?

**R:** No.

**Q:** Is a parking bump out available on the East side of the road?

**R:** There may be problems with the existing ditches and maintaining drainage if a bump out is added. The additional impervious area may put us over the limit from a stormwater perspective, so building storm water ponds would be required to treat the extra stormwater runoff. We will investigate it.

**Q:** Will the trail be striped?

**R:** No, there is not enough volume on the trail to require striping



Public Input: The following is additional project related public input received after the Public Informational Meetings and during the preparation of the Feasibility Report.

**From:** Bradley Schaeppi - MN Landlord Law, PLLC [REDACTED]  
**Sent:** Wednesday, August 7, 2019 1:47 PM  
**To:** Chris Long <[clong@eminnetonka.com](mailto:clong@eminnetonka.com)>  
**Subject:** Re: Twelve Oaks/Parkers Lake Road - Informational Meeting Materials

Chris.

Thanks for your time in the past. I'd like the following to be included in the public record for this project.

Separate from these comments, I am curious to know from your experience has there been any independent study or at the project level of pedestrian and bicycle counts over a course of days? If so, I'd love a link to see how the City currently factors in existing demand--not just the 5 year plan layout of new trails, etc.

-----  
I Brad Schaeppi drive, walk, and bike in this area almost daily. These comments are based upon my personal first hand observations on the ground as well as the plans provided by Chris Long.

1) Pedestrians daily walk in the road on not just Twelve Oaks, but Wayzata Boulevard--often times walking a circle. Many of them are from the medical clinic. This plan does not help them and may place them in more harms way. They currently walk from Park Nicollet and stay on their side of the street and walk on a wide no shoulder striped road. The new design narrows the roadway from current on Twelve Oaks Center Drive outside of Park Nicollet and would force the pedestrians to either 1) Walk on a narrower street, or 2) cross a highway mid block with no striping to the new sidewalk on the north side of the street. In sum, spending money to redo the road for cars makes these pedestrians less safe or with less options to walk their current route from their place of work.

2) I am unaware if there were specific bicycle or pedestrians counts that occurred as a part of this project. If so, I am happy to review. I see more pedestrians in this area, but also see people riding bicycles. I am aware other communities factor in pedestrian counts and bicycle counts as a part of new designs.

3) I am aware that MN DOT's Road Design Manual permits lanes less than 12' wide for specific reasons--that of current Twelve Oaks Center Drive west of Parkers Lake. I believe the shoulder width on Twelve Oaks should be expanded from 2' to 3'. If the revision is about cost, the lane width should be narrowed to 11' on Parkers Lake as there is never a car capacity issue. I understand the Road Design Manual speaks to 4' plus for bicycles. The width modification is for safe travel of cars that will reduce collisions. The following is from 4-4(11) of the Road Design Manual: "*The gutter section can be considered part of the shoulder width. However, on low-speed urban streets where shoulders are not practical, the curb and gutter section should not be considered part of the travel lane width. The curb face should be offset a minimum of 2 ft from the edge of the travel lane.*" In sum, the proposed streetscape of Twelve Oaks Center Drive permits bicyclists to bicycle far over on the right while traffic passes. The new design eliminates that space and places a gutter in the only shoulder that would allow for cars to have safe passage







# Appendix D: Geotechnical Report





- CONSULTANTS
- ENVIRONMENTAL
  - GEOTECHNICAL
  - MATERIALS
  - FORENSICS

# **REPORT OF GEOTECHNICAL EXPLORATION AND REVIEW**

Twelve Oaks Center Drive and  
Parkers Lake Road Reconstruction  
Minnetonka, Minnesota

---

Report No. 20-20988

**Date:**

August 21, 2019

**Prepared for:**

City of Minnetonka  
14600 Minnetonka Boulevard  
Minnetonka, Minnesota 55345







CONSULTANTS  
• ENVIRONMENTAL  
• GEOTECHNICAL  
• MATERIALS  
• FORENSICS

August 21, 2019

City of Minnetonka  
14600 Minnetonka Boulevard  
Minnetonka, Minnesota 55430

Attn: Mr. Will Manchester, P.E.

RE: Geotechnical Exploration and Review  
Twelve Oaks Center Drive and Parkers Lake Road Reconstruction  
Minnetonka, Minnesota  
Report No. 20-20988

Dear Mr. Manchester:

American Engineering Testing, Inc. (AET) is pleased to present the results of our subsurface exploration program and geotechnical engineering analysis and review for the above referenced project in Minnetonka, Minnesota. These services were performed according to our proposal to you dated February 8, 2019.

We are submitting an electronic copy of the report to you. Please contact me if you have any questions about the report. I can also be contacted for arranging construction observation and testing services.

Sincerely,

**American Engineering Testing, Inc.**

A handwritten signature in blue ink that reads 'Thomas P. Venema'.

Thomas P. Venema, P.E., LEED® AP  
Principal Engineer/Vice President  
651-659-1379 direct  
[tvenema@amengtest.com](mailto:tvenema@amengtest.com)

cc: Mr. Phil Olson, P.E. – City of Minnetonka  
Mr. Michael Waltman, P.E. – Bolton & Menk, Inc.





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Twelve Oaks Center Drive and Parkers Lake Road Reconstruction; Minnetonka, Minnesota  
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Report No. 20-20988

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TESTING, INC.

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**SIGNATURE PAGE**

Prepared for:

City of Minnetonka  
14600 Minnetonka Boulevard  
Minnetonka, Minnesota 55345

Attn: Mr. Will Manchester, P.E.

Prepared by:

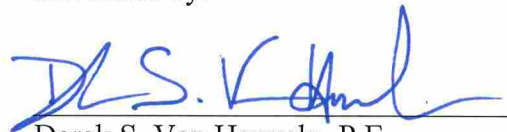
American Engineering Testing, Inc.  
550 Cleveland Avenue North  
St. Paul, Minnesota 55114  
(651) 659-9001/www.amengtest.com

Authored by:



Thomas P. Venema, P.E., LEED® AP  
Principal Engineer/Vice President

Reviewed by:



Derek S. Van Heuveln, P.E.  
Senior Engineer

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under Minnesota Statute Section 326.02 to 326.15

Name: Thomas P. Venema

Date: 8-21-19 License #: 13922



**Report of Geotechnical Exploration and Review**

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### **1.0 INTRODUCTION**

This report presents the results of the subsurface exploration program and geotechnical review we conducted on Twelve Oaks Center Drive and Parkers Lake Road. To assist planning and design, you have authorized American Engineering, Inc. (AET) to conduct a subsurface exploration program at the site, conduct soil laboratory testing, and perform a geotechnical engineering review for the project. This report presents the results of the above services and provides our engineering recommendations based on this data.

### **2.0 SCOPE OF SERVICES**

AET's services were performed according to our proposal to you dated February 8, 2019. The authorized scope of services for this portion of the project consists of the following:

- Drilling 6 Standard Penetration Test (SPT) borings to depths of 20 to 40 feet below grade with semi-continuous to continuous sampling.
- Installing one piezometer to a depth of 32 feet.
- Coring the bituminous pavement at each boring location.
- Conducting laboratory moisture content soil testing.
- Performing grain size analysis on the aggregate base.
- Performing a geotechnical engineering analysis and preparing this report.

The subsurface exploration scope for this report was mutually agreed upon with the City of Minnetonka (the City) and Bolton & Menk, Inc. (BMI). The number of borings selected will provide an overview of the pavement and soil conditions; the actual conditions cannot be determined until construction.

These services are intended for geotechnical purposes. The scope is not intended to explore for the presence or extent of environmental contamination.

### **3.0 PROJECT INFORMATION**

The City of Minnetonka (the City) is planning rehabilitation of Twelve Oaks Center Drive from Wayzata Boulevard to Carlson Parkway, and Parkers Lake Road from Twelve Oaks Center Drive to Kingsview Lane North. The total length of road reconstruction will be about 2 miles. There is a large wetland in the northwest quadrant of Parkers Lake Road and Twelve Oaks Center Drive.

The rehabilitation will include replacement of the roadway with new curb and gutter, storm sewers, and possibly full replacement of watermain and sanitary sewer beneath Twelve Oaks Center Drive west of Parkers Lake Road. The watermain and sanitary sewers may be replaced by open cut or possibly by trenchless methods. There are both watermain and sanitary sewer below Parkers Lake Road. There is sanitary sewer at the north end of the proposed construction zone; there reportedly is no sanitary sewer at the south end adjacent to the wetland areas. The depth of the watermain is about 8 feet. At this time, it is not proposed to replace the watermain or add sanitary sewers on Parkers Lake Road. If this is performed, it would likely be by the trenchless method.



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Both streets will be designed as 9-ton roads. A new bituminous trail is proposed on the side of Parkers Lake Road, the location (east or west side) has not yet been determined.

We previously drilled two borings on Twelve Oaks Center Drive in July 2014 for the 2015 Improvements project for the City (AET Project Number 20-12197, report dated February 25, 2015). The borings encountered 12 to 14 feet of silty and clayey sand fill over peat and organic clay that extended to a depth of 22 feet. Fat clay and sandy lean clay till were encountered below the organic soils to the termination depth of the borings at 27 feet. The City related that the sanitary sewer is at a depth of about 15 feet, which would place it in the organic soils. According to City records, the sanitary sewer is not pile supported.

### ***3.1 General Comments***

The above stated information represents our understanding of the proposed road and utility construction. No soil borings were drilled for the possible trail alignment; this report will discuss and present recommendations for the road construction and utilities with general comments for construction of the trail. This information is an integral part of our engineering review. It is important that you contact us if there are changes from that described so that we can evaluate whether modifications to our recommendations are appropriate.

## **4.0 SUBSURFACE EXPLORATION AND TESTING**

### ***4.1 Field Exploration Program***

The subsurface exploration program conducted for this portion of the project consisted of six SPT borings and the setting of one piezometer. The borings were sampled on a continuous to semi-continuous interval. A boring (B-7) was drilled at the location of the piezometer with a 5-foot sampling interval. The subsurface boring logs and details of the methods used appear in Appendix A. The logs contain information concerning soil layering, soil classification, geologic description, and moisture condition. Relative density or consistency is also noted for the natural soils, which is based on the Standard Penetration Resistance (N-value).

The general boring locations were selected at the roadway site by AET (Mr. Thomas P. Venema, P.E.). The borings were located to avoid existing utilities such as storm sewer, sanitary sewer, watermain, and gas and electrical services. Ground surface elevations and the as drilled boring locations were obtained by the project civil engineer and surveyor, BMI, and are shown on Figure 1 in Appendix A. We used flaggers to control traffic for safety at the boring locations in the roadway on Parkers Lake Road, which is a two-lane road. Flaggers were not needed at the boring locations on Twelve Oaks Center Drive, which is a four-lane road in which a temporary lane closure was performed.

We cored the bituminous pavement adjacent to each boring location to provide information regarding bituminous pavement thickness and pavement condition. A diamond bit core barrel was used to core the pavement. Borings B-3 and B-4 were drilled in the roadway to a depth of 10 feet,



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through the pavement section and road embankment into the underlying naturally deposited organic soils. The borings were extended to a depth of 40 feet on the roadway shoulder; this was performed to move the drill rig out of the roadway for safety considerations. The extended borings are noted as Borings B-3A and B-4A.

***4.2 Laboratory Testing***

The laboratory test program included water content tests and grain size analysis tests on the aggregate base. The moisture content test results appear in Appendix A on the individual boring logs adjacent to the samples upon which they were performed. We have included our previous resistivity and pH test results from our 2015 exploration on Twelve Oaks Center Drive.

We observed the bituminous cores in our laboratory for general condition, lift thickness, and total thickness. The cores were also observed for “stripping” or “raveling”. The term “stripping” refers to asphalt mixtures that exhibit separation of asphalt binder film from aggregate surfaces due primarily to the action of moisture and/or moisture vapor, and the separation typically occurs from the bottom of the bituminous section and moves upward. The term “raveling” refers to the same separating of asphalt binder film from the aggregate surfaces but occurs from the pavement surface (top) down. Table A in Appendix A shows the total core thickness, lift thicknesses, and comments regarding the core condition.

**5.0 SITE CONDITIONS*****5.1 Topography and Surface Conditions***

The topography is rolling, and the street elevations appear to have followed the original topography, with some cutting and filling to obtain the present grades. The surface elevation of our borings varied from 945.6 feet at Boring B-3, adjacent to the wetland on Parkers Lake Road, to 967.2 feet, near the north end of the Parkers Lake Road at Boring B-1. The difference in elevation is on the order of 22 feet. The elevation of Boring B-5 on Twelve Oaks Center Drive was 948.8 feet, west of the low point of the roadway at the intersection of Parkers Lake Road. The elevation increases to the east of the intersection with a surface elevation of 964.4 feet at Boring B-6.

There are mature trees and partially wooded areas adjacent to the roadways; there are also business and residential buildings. There is a large wetland in the northwest quadrant of Twelve Oaks Center Drive and Parkers Lake Road. This wetland also extends on the east side of Parkers Lake Road. This wetland appears to take some of the surface drainage from the roadway.

***5.2 Surface of Existing Pavement***

Twelve Oaks Center Drive is a four-lane road with a shallow bituminous curb. The roadway has cracking, both longitudinal and transverse. In general, the bituminous is in relatively good condition.



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Parkers Lake Road is a two-lane road with a concrete curb. The pavement surface is in moderate to poor condition with patches and “alligator” cracked pavement. There are some potholes that have occurred near utility trenches and at surface utility features such as catch basins and manhole covers. There is also random pavement cracking, transverse and longitudinal cracking, and unevenness of the pavement.

### ***5.3 Pavement and Base Thickness***

The bituminous pavement thickness ranged from 4 to 6 inches thick at the boring locations and 3½ to 6½ inches at the cored locations. The bituminous was thicker at our previous borings, B-1-14 and B-2-14, drilled in 2014 on Twelve Oaks Center Drive. The bituminous thickness was 9 inches with a relatively thick crushed limestone aggregate base of 15 to 27 inches thick. The quality of the aggregate base was variable, with some of the base having less gravel and more fines (16 to 21% P-200 at Boring B-5). The bituminous thickness variations appeared to be due to some areas having overlays or repairs. The cores near each of the recent boring locations were drilled separately and are within a few feet of the adjacent boring. Please refer to Table A in the Appendix A, which describes our bituminous cores. We have also enclosed photographs of the cores. In Table A, we note the core lifts that show stripping and describe the severity. In general, the stripping was noticed in the lower lifts of the cores.

We encountered a sand, silty sand, and clayey sand with gravel aggregate base in the borings drilled on Parkers Lake Road. Our gradation tests at Boring Nos. B-2 and B-4 classifies the base as a silty sand with gravel. A crushed limestone aggregate base found in the previous borings drilled on Twelve Oaks Center Drive (B-1-14 and B-2-14) and below the silty sand aggregate base, that was about 6 inches thick found in Boring B-5. The base thicknesses are shown in Table 5.6 in “Boring Information Summary”.

### ***5.4 Subgrade Soils***

Parkers Lake Road: The subgrade soils in the upper 4 to 8 feet predominately consisted of silty sand with some clayey sand and variable amounts of gravel, which was classified as fill. At Boring B-1, drilled in the higher topographic area at the north end of the proposed reconstruction, naturally deposited sandy lean clay was encountered below the silty sand fill at a depth of 4½ feet. The sandy lean clay extended to the termination depth of the boring, 20 feet, and was in a firm to hard condition. This boring terminated on an obstruction. At Borings B-2, B-3, and B-4, we encountered buried organic soils, sapric peat and organic clay, below the silty sand and clayey sand fill embankment. These boring were drilled adjacent to the wetland. The fill embankment (including the pavement) was 5 to 8 feet thick over the buried organic soils. The thickness of the organic soils was 4½ feet at B-2, 16 feet at B-3, and 7 feet at B-4. Naturally deposited firm to stiff sandy lean clay, clayey sand (till), and lean clay (fine alluvium) were present to the termination depth of the borings 32 to 40 feet.

Twelve Oaks Center Drive: Previous Borings B-1-14 and B-2-14 were drilled in 2014 on the east-west leg and north-south leg, respectively, of Twelve Oaks Center Drive, west of Parkers Lake



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Road. Boring B-5, drilled in March 2019, was drilled near the intersection of the legs of the roadway near the turn. All of the borings encountered fill extending to depths of 8 to 14 feet that consisted of sandy lean clay, clayey sand, and silty sand. The fill was dark brown to black. Some of the fill contained pieces of bituminous. Organic soils consisting of sapric peat and organic clay was found below the fill to depths of about 22 feet in Borings B-1-14 and B-2-14 and was 8 to 10 feet thick. The organic soils were only about 1 to 4 feet thick at Boring B-5, from 8 to 11 feet below grade. Below the organic soils, lean clay (fine alluvium) and sandy lean clay (till) in a firm to hard condition were present to the termination depth of the borings, 26 to 40 feet.

Boring B-6 was drilled east of the intersection of Parkers Lake Road and found a sandy lean clay fill, possibly as deep as 16 feet. This depth of fill could be due to the presence of adjacent utilities. It was difficult from the sample size to determine if the soils were fill. Naturally deposited sandy lean clay (till) below the fill was in stiff to very stiff condition and was present to the termination of the boring.

The N-values in both the Parkers Lake Road and Twelve Oaks Center Drive borings were variable in the fill and ranged from as low 4 to as high as 43 indicating that the compactive effort was not always uniform. The N-values in the upper 3 to 4 feet in the most recent borings are not representative due the subgrade soils being partially frozen at the time of drilling. The N-values in the naturally deposited till and fine alluvium soils indicated firm to stiff to hard soils. The organic clay and sapric peat had very low blow counts, 1 to 6 and also 0 (weight of hammer) indicating very soft conditions.

### ***5.4.1 Critical Subgrade Zone***

Parkers Lake Road: The limiting soils concerning pavement support in the upper 3 feet of subgrade below the pavement generally consisted of silty sand, clayey sand, and sand with silt. The general AASHTO Classification for these soils is A-2-4 and occasionally A-3. A woven geofabric was found at a depth of 2½ to 3 feet in Borings B-2, B-3, and B-4 where the road embankment was constructed over buried peat and organic clay. The classification of A-3 is indicative of a non-frost susceptible sand soil. The classification of A-2-4 is for low to moderately frost susceptible sands that contain more silt and clay. Moderately frost susceptible soils can heave when frozen, and also lose strength upon thawing in the spring. This type of subgrade is more susceptible to pavement damage from heavy trucks during periods when the subgrade is coming out of thawing, or when in a saturated condition.

Twelve Oaks Center Drive: The limiting soils concerning pavement support in the upper 3 feet of subgrade below the pavement generally consisted of a crushed limestone Class 5 base of 15 to 27 inches in thickness for the borings (B-1-14, B-2-14, and B-5) drilled west of Parkers Lake Road. The general AASHTO Classification for the crushed limestone is A-1-b. The subgrade soils below the base consisted of sandy lean clay fill. Buried organic soils are present below the fill embankment. Boring B-6 was drilled to the east of Parkers Lake Road with a minimal aggregate



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base thickness (gravely silty sand approximately 3 inches thick) with the subgrade soil consisting of sandy lean clay fill. There were no buried organic soils found at B-6.

The sandy lean clay fill has an AASTHO classification of A-6. The sandy lean clay is a frost susceptible soil that can heave when frozen, and also lose strength upon thawing in the spring. This type of subgrade is susceptible to pavement damage from heavy trucks during periods when the subgrade is coming out of thawing, or when in a saturated condition.

**5.5 Groundwater**

We checked for the presence of groundwater in the borings. We also set a piezometer at the location of Boring B-7, off the north shoulder of Twelve Oaks Center Drive. Groundwater was found in 6 of the 9 borings in the depths drilled. The water level varied from 3½ feet to 25 feet below grade. However, in our opinion, the short-term duration of drilling may not have allowed for groundwater levels to stabilize in the boreholes due to the presence of lower permeability organic soil and silty and clayey soils. The groundwater was at a depth of 25 feet at the time of drilling in the piezometer at B-7. The groundwater eventually reached a depth about 4 below grade (elevation 941.8). This is approximately the water level of the adjacent wetland.

In our opinion, the groundwater level in the general vicinity of this site is near the surface of the large wetland adjacent to the northwest quadrant of the intersection of Parkers Lake Road and Twelve Oaks Center Drive. The observed water level elevation of the wetland on the dates of drilling was about 3 feet below Parkers Lake Road near borings B-3 and B-4. We understand that the water level can be as high as within about 1 foot of the street surface during high water periods, such as the spring thaw.

Groundwater levels fluctuate due to varying seasonal and annual rainfall and snowmelt amounts, as well as other factors. The water level within the street improvement area will also be influenced by the water level of the adjacent wetland. The groundwater levels could increase in the spring and summer during wet periods of the year and perched groundwater levels can also occur. Perched water is when water is impeded from downward flow in granular soils by more impervious layers.

**5.6 Engineering Review of Soil Properties**

Typically, the granular road embankment materials encountered have moderate to high strength, unless they become disturbed. In general, the less silty granular materials possess good to moderate drainage characteristics, while the silty sands have fair drainage characteristics. The sandy lean clay subgrade soils are frost susceptible and lose strength when thawing after being frozen. The clayey sand and sandy clay soils have poor drainage characteristics. The buried organic soils have low strength and are considered compressible. The soils are likely experiencing continued long-term settlement.



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We have summarized some of the pertinent boring information in the following table:

**Table 5.6 – Boring Information Summary**

Boring Location	Surface Elevation (ft)	Pavement Thickness (inches) (Core)	Pavement Thickness (inches) (Auger)	Aggregate Base Thickness (inches) Type*	AASHTO Subgrade Classification	Boring Depth (ft)	Fill Depth (ft)	Buried Organic Soil Depth/ Thickness (ft)
B-1-14	-	NA	9.0	15 C.L.S.	(A-6)	26½	14	14 8
B-2-14	-	NA	9.0	27 C.L.S.	(A-6)	26½	11½	11½ 11
B-1	967.2	4	5	10 S.S.G.	(A-2-4)	20	4½	None
B-2	948.5	4.75	4.25	13 S.S.G.	(A-2-4)	31½	5½	5½ 4½
B-3, 3A	945.6	4.7	4.5	7 S.S.G.	(A-2-4)	40	8	8 16
B-4,4A	946.1	3.6	4	8-20 S.S.G.	(A-1-b) (A-2-4)	40	7	7 7
B-5	948.8	4.5	6	6/24 S.S.G./C.L.S.	(A-6)	40	8	8 1
B-6	964.4	6.5	5.5	3 S.S.G.	(A-6)	26	16***	None
B-7**	945.8	NA	NA	NA	NA	32	0	0 10

\*Aggregate Base Type: C.L.S. = crushed Limestone; S.S.G. = Silty Sand with Gravel

\*\* Piezometer Drilled in the Shoulder

\*\*\*Possible fill from 4 to 16 feet

## 6.0 RECOMMENDATIONS

### 6.1 Approach

This report will provide recommendations related to pavement construction and utility backfilling for Twelve Oaks Center Drive and Parkers Lake Road. General comments will also be given for the trail adjacent to Parkers Lake Road. These roads are classified as "Collector " streets by the City and are to be designed as 9-ton roads.

The existing pavement will be removed, along with possibly the existing watermain and sanitary sewer in Twelve Oaks Center Drive with the new utility construction by the "open cut" method or by trenchless methods (directional drilling). New storm sewer will also be installed. At this time, it is not proposed to replace the watermain or add sanitary sewers on Parkers Lake Road. The existing bituminous pavement thickness varied from 3½ to 9 inches; therefore, it should be feasible to establish a consistent reclaiming depth to grind the existing bituminous and mix it with the underlying sand with gravel base or even with the crushed limestone base. If reclaiming is to be considered, some of the thicker bituminous may need to be removed first, and some addition of



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gravel may be needed. Alternatively, the bituminous pavement can be removed and transported off-site for recycling. The pavement thicknesses and aggregate base thickness will not be fully discovered until complete excavation.

The following sections present our recommendations regarding pavement design and utility construction. We are presenting two options for the pavement replacement. The first option is for full replacement of the pavement section including a drained sand subbase. The second alternative is for reclaiming the pavement and aggregate base and establishing a minimum bituminous thickness and minimum recycled aggregate base thickness.

**6.1.1 Subgrade Preparation (Roadway and Trail)**

The grade of the new road surface is anticipated to closely match the existing roadway profile. Thus, the subgrade preparation will mainly consist of compacting and preparing the subgrade below the pavement section at the time of construction. A possible trail is planned adjacent to Parkers Lake Road, on which side of the road has not yet been determined. The preparation for the trail subgrade and roadway, if it is shifted, would be to prepare the subgrade in a manner consistent with the existing road embankment. Surface organic soils should be removed, and the embankment constructed of similar materials, which consisted mostly of silty sand. Placement and compaction should be as recommended in *Section 6.1.9*.

**6.1.2 Traffic Count Information and Gravel Equivalency (G.E.) Requirements**

Twelve Oaks Center Drive and Parkers Lake Road have relatively high ADT's and can also be subjected to a fairly high HCADT. Traffic counts (Average Daily Traffic, ADT) from the MnDOT Website were 7,800 on Twelve Oaks Center Drive east of Parkers Lake Road, 3,800 west of Parkers Lake Road, and 1,700 for Parkers Lake Road. These traffic counts were obtained in 2017.

The BESALS (Bituminous Equivalent Single Axial Loads) are given below, accounting for forecasted traffic increases. The BESALS increase for a "Rural" section with an estimated 9% trucks. The "Urban" section has an estimated 4% trucks. We have also given the required "Gravel Equivalency (G.E.)" for the MnDOT R-Value method.

**Parkers Lake Road**

<u>Section</u>	<u>Estimated BESALS</u>	<u>Required G.E.</u>
Rural	600,000	23
Urban	210,000	17

**Twelve Oaks Center Drive**

<u>Section</u>	<u>Estimated BESALS</u>	<u>Required G.E.</u>
Rural	1,300,000	28
Urban	450,000	22



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### 6.1.3 Pavement – Design – 9-Ton Road (Optional 10 Ton Road) – Drained Sand Subbase

The road sections will be placed over subgrades that overlay buried organic soils. The subgrade soil is classified as sandy lean clay (AASHTO A-6) for Twelve Oaks Center Drive and silty sand (A-2-4) for Parkers Lake Road. Our Standard Penetration Resistance Values (N-values) indicated that the subgrade fill does not appear to have a uniform compactive effort; however, the roadways have been in place for more than 40 years and the subgrade soils appear to be in stable condition. Parkers Lake Road is subject to high, fluctuating water levels from the adjacent wetland. Additionally, during our drilling operations in late March, we observed numerous trucks traveling over the posted load limit roadway. Therefore, we recommend that the roads be designed following MnDOT 10-ton R-Value design, using an R-Value of 20. The R-Value of 20 takes into account the sandy lean clay subgrade for Twelve Oaks Center Drive and the periodically saturated subgrade of Parkers Lake Road adjacent to the wetland.

Based upon the above traffic information and subgrade soils, we recommend the following design section:

- 7 inches of bituminous (3 lifts) – 4-inches wear course placed in 2 lifts over 3 inches of non-wear. (G.E.=15.75)
- Bituminous tack coat between bituminous lifts.
- 8 inches of MnDOT 3138 Class 5 (100% crushed) or reclaimed aggregate base (G.E.=8)
- 18 inches of Modified Select Granular Borrow sand subbase (G.E.=9)
- 12 inches of compaction subcut in cut sections.

Total: G.E.=32.75

Based on the silty and clay nature of the subgrade soils, the placement of an 18-inch thick layer of drained Modified Select Granular as the subbase would provide improved long-term pavement performance. The Modified Select Granular subbase will help control road unevenness from frost heave, improve subsurface drainage, and help extend the pavement life. The subbase may become saturated when the water level of the wetland periodically rises. The subbase should remain stable even if saturated. The Modified Select Granular subbase is discussed in *Section 6.1.8*.

This design is based upon the MnDOT R-value 10-ton design, with an R-value of 20, for a mostly cohesive subgrade for Twelve Oaks Center Drive. We also used MnPAVE for a pavement analysis which resulted in a bituminous thickness of 6 inches. With paving tolerances, the total thickness could be on the order of 5¼ inches. Also, the City is proposing to not place the final wear course until the following construction season. Therefore, we recommend that the MnDOT R-Value design be used with a total bituminous thickness of 7 inches.

The above pavement design takes into account that there will be minimal grade change to the existing roadways. The new section, using a crushed rock Class 5 or reclaimed aggregate base,



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will require cutting of the existing sand with gravel base and also the areas with a deeper crushed limestone base on Twelve Oaks Center Drive.

**6.1.4 Pavement Design – 9-Ton Road – No Sand Subbase**

If there is no open cut utility replacement or the utilities are replaced by directional drilling, the City may consider a pavement section of bituminous over a recycled aggregate base. This would lessen the amount of subcutting. It would also allow, for Twelve Oaks Center Drive, utilizing the deep existing aggregate base section. The existing pavement and base would be reclaimed as discussed in *Section 6.1.6*. Not all of the aggregate base would be reclaimed from Twelve Oaks Center Drive, just the upper portion with the bituminous. Based on the traffic information and subgrade soils, we recommend the following design sections:

<u>Road</u>	<u>Design Designation</u>	<u>Bituminous Thickness</u>	<u>Minimum Reclaimed Aggregate Base Thickness</u>	<u>Required G.E.</u>	<u>Calculated G.E.</u>
Parkers Lake Road	Rural	6 inches	9 ½	23	23
Parkers Lake Road	Urban	5 inches	8	17	19.25
Twelve Oaks Center Drive	Rural	7 inches	12	28	27.75
Twelve Oaks Center Drive	Urban	6 inches	10	22	23.5

In our opinion, the section thickness should be for the “Rural” design to account for not placing the final lift until the spring or the following year and pavement tolerances. The pavement will be in its weakest condition in the spring thaw, prior to placing the final lift of bituminous.

**6.1.5 Pavement Design Parameters**

In our opinion, the previously given pavement design would be adequate for a subgrade prepared as given above. The crushed rock aggregate base should meet Class 5 specifications, or the reclaimed aggregate base should meet specifications in *Section 6.1.6*. The appropriate MnDOT Specification 2360 for Bituminous Material should be used. We recommend using SPWEA340F for the wearing courses in the top 4 inches of the pavement and SPNWB330C for the non-wear course. The “C” oil should be specified as PG 58H-34 and the “F” oil as PG58V-34 according to MnDOT’s new criteria. We recommend limiting allowable RAP (Recycled Asphalt Products) to less than 10%.

**6.1.6 Existing Pavement Reclamation**

The reclamation process involves crushing both bituminous and at least a portion of the aggregate base (if present) or upper subgrade layers in-place and blending the material to produce a minimum of 20 percent crushed material, and a gradation of the reclaimed material having a minimum of 40 percent (by weight) retained on the #4 sieve and a maximum of 10 percent (by weight) on the #200



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sieve. Excess crushing over 20 percent may be substituted for a deficiency in #4 sieve gradation. If the specification cannot be met, additional rock such as crushed chip seal rock should be spread in front of the reclaimer.

Pavement reclamation should be conducted in accordance with MnDOT Standard Specifications for Construction (2018) Section 2215 Full Depth Reclamation (FDR). The most current specifications for FDR construction should be available through the MnDOT website at: <http://www.dot.state.mn.us/pre-letting/spec/2018/2018-spec-book-final.pdf>.

These processes require that appropriate material types and thicknesses be in-place. Based upon the pavement structure and subgrades encountered in our borings, we recommend reclaiming to varying depths to achieve an approximate 50/50 blend of milled recycled bituminous pavement and aggregate base/subgrade material. Some pre-milling may be required for Twelve Oaks Center Drive in the areas where the bituminous pavement was 9 inches thick. Given the limited scope of our subsurface exploration program, the project contractor should consider performing additional investigation of the pavement section to further evaluate the in-place material thicknesses.

Depending on proposed grades, excess materials may need to be removed from the site. Methods include milling and removing a portion of the surface bituminous prior to reclaiming or conducting the reclamation process then removing a portion of the reclaimed material. If additional excavation is needed to reach planned subgrade elevation (e.g. the new subgrade elevation is deeper than bottom of the existing aggregate base), then the reclaimed material would need to be removed prior to attaining the new subgrade elevation.

**6.1.7 Compaction Subcut**

The existing subgrade consists of variable soil types including gravel mixed with silty and clayey sand in the upper 3 feet and areas of deeper crushed limestone Class 5 base below Twelve Oaks Center Drive. The different soil types exhibit different strength and frost heave characteristics. One method of subgrade preparation would be to surface compact the subgrade and test for stability by proofrolling. Any soft or yielding areas should be subcut and replaced with similar materials.

A method of providing more uniform pavement support would be to subcut 1 foot, compact the bottom of the subcut with three passes of a vibratory roller, and then blend the excavated materials and replace and compact in 6-inch lifts. This process, commonly referred to as a compaction subcut, will provide a more uniform material for support and frost heave characteristics. Please refer to the standard sheets entitled “*Definitions Relating to Pavement Construction*” and “*Bituminous Pavement Subgrade Preparation and Design.*”



### ***6.1.8 Long-term Pavement Performance – Modified Select Granular Subbase Placement***

In our opinion, the existing soils within the upper portion of the subgrade consisting of silty sand are moderately frost susceptible to frost susceptible for the sandy lean clay and clayey sand and may not provide adequate strength and subsurface drainage for long-term pavement performance. Utilizing a Modified Select Granular Borrow to form the subbase, such as MnDOT 3149.2B2 modified to have less than 5% (by weight) passing the No. 200 sieve and no more than 40% (by weight) passing the No. 40 sieve, will provide better support than the current subgrades during the spring thaw period. Alternately, MnDOT “Super Sand” can be used. This gradation may be less available. This has a maximum ratio of sieves at #40/#10 of 65% and #200/#10 of 10%. The upper 18 inches of the subgrade should be constructed with this material forming a Modified Select Granular subbase.

Because the underlying subgrade soils are silty sand, clayey sand, and sandy lean clay, and will not allow infiltrating water to percolate quickly, the Modified Select Granular subbase layer should be provided with a proper means of subsurface drainage. At the bottom of the Modified Select Granular subbase, we recommend the installation of finger drains tied into catch basins. The subsurface drains should be properly engineered and installed per MnDOT Specification 2502 Subsurface Drains, MnDOT Standard Specifications for Construction, 2018 Edition, page 394.

### ***6.1.9 Filling and Compaction***

We recommend that the subgrade fill be similar to the existing subgrade soils. If a sand subbase is used, it should meet Modified Select Granular Borrow specifications as described in *Section 6.1.8*. New fill and reworked soils should be compacted per MnDOT Specification 2105.3F1 (Specified Density Method). This requires that soils within the upper 3 feet of the subgrade be compacted to a minimum of 100% of the Standard Proctor maximum dry density (MnDOT method 1305). Soils within this upper zone should also be placed and compacted at water contents between 65% and 102% of the optimum water moisture (based on MnDOT method 1305). A reduced minimum compaction level of 95% can be used below the upper 3-foot zone. The Class 5 should be tested for compaction using a MnDOT Dynamic Cone Penetrometer and meet the requirements of MnDOT Specification 2211.3.C3.

### ***6.1.10 Test Roll***

We recommend a test roll (per MnDOT Specification 2111) be performed at the top of subgrade prior to the placement of aggregate base material. We also recommend a test roll be performed at the top of the aggregate base material prior to pavement construction. If a sand subbase is used, it may not be feasible to perform a test roll on top of the subbase for the type of sand recommended (less than 5% passing the No. 200 sieve). This type of sand does not have a lot of binder and ruts easily. When confined by an aggregate base, the sand is stable when adequately compacted.

### ***6.1.11 Subgrade Tapers***

Uniformity of the soil below the roadway is important factor in order to minimize frost heave and freeze thaw weakening related pavement distress. It is also important that any subgrade correction



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performed be tapered to minimize differential frost conditions between differing subgrade types. We recommend minimum 4:1 (H:V) longitudinal tapers between the new streets and any connection to existing streets.

**6.2 UTILITIES****6.2.1 Utility Subgrade Preparation**

New storm sewer is proposed to be constructed. The 8-inch diameter watermain and sanitary sewer may be replaced for Twelve Oaks Center Drive with new service connections. Excavation for underground utility construction will extend into the clayey/silty sand soils and possibly organic soils. When unconfined, these soils are very sensitive to disturbance by construction traffic. Where clayey/silty soils (A-6 and A-2-6) are present at the pipe invert, the soil at the bottom of the trench should be over-excavated to allow placement of a minimum of 4 inches of granular bedding below the pipe. We recommend increasing this thickness to 8 inches if over organic soils. If the soils are found to be soft and susceptible to disturbance in the field, we recommend placing a geotextile separator fabric between the subgrade and the pipe bedding to reduce mixing of the subgrade and the bedding. We also recommend that the contractors remove any cobbles/boulders in the utility line trenches prior to utility line installation. This will reduce the potential for the development of point loads on the pipe that would not be accounted for in the pipe design.

**6.2.2 Pipe Bedding**

For pipe bedding material, we recommend a sand or sand and gravel mix with less than 6% (by weight) passing the No. 200 sieve, such as MnDOT 3149.2F. Based on the soil types encountered in our borings, we anticipate that imported fill will be required for a uniform pipe bedding. Please refer to the enclosed standard sheet titled "*Bedding/Foundation Support of Buried Pipe*" for additional information.

Pipe bedding should be carefully placed and hand-compacted under the haunches of the pipe, around the pipe, and to a minimum of 6 inches above the crown. As backfill is placed in the trenches, special caution must be given to the densification of the soil around and over the pipe. The contractor may have to use special manual techniques to properly compact the backfill under the haunches of the pipe, in order to prevent voids and prevent lateral movement of the pipe. For the metallic watermain placements, the bedding must be in direct contact with the pipe (all around the pipe) before the trench is backfilled. This will also help prevent having dissimilar materials contacting the metallic pipes and setting up potential corrosion cells.

**6.2.3 Trench Backfill – General Placement**

The compaction of the utility trenches will be an important consideration for stability of the road subgrade. Soils compacted wet of optimum, and not achieving the specified density, will not exhibit the strength characteristics of an adequately compacted subgrade.

Review of our borings indicates that the trench backfill will consist mostly of silty sand, clayey sand, and sandy lean clay, both fill and naturally occurring. We do not recommend backfilling



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with excavated organic soils. Utility trench backfill should be placed per the requirements of MnDOT Specification 2105.3F1 (Specified Density Method) in the 2018 specification. This specification requires all backfill soils placed within an excavation trench be compacted to a minimum of 100% of the *standard maximum dry unit weight* defined in ASTM: D698 (Standard Proctor test) within the upper 3 feet of subgrade (critical subgrade zone) and also the complete depth of the trench. Backfill soils should be compacted at a water content between 65% to 102% of the *standard optimum water content*. The fill should be placed in lifts thin enough to attain the specific compaction level throughout the entire lift thickness. This normally requires that fill be placed in loose lifts less than 8 inches in thickness.

The more clayey soils found at our borings are sensitive to changes in moisture content and could be difficult to compact at their natural moisture content and/or if they become wet or dry of optimum water content after they are excavated. Failure to compact the trench backfill to the recommended densities could result in excessive settlement of pavements constructed over this material. If it is not feasible to dry the soils, then the backfill should be compacted in thin lifts, with a lower density anticipated. This is the “Quality Compaction Method,” MnDOT Specification 2105.3F2. However, the top 3 feet of trench backfill should be dried to meet the recommended compaction specifications, as this is the “critical” subgrade zone. If the “Quality Compaction Method” is selected, more noticeable subsidence at the surface can occur. One method used to address potential subsidence is to delay placement of the final wear course of the pavement until the following spring and perform corrective earthwork in areas of excess settlement prior to final paving.

Please refer to the enclosed standard sheet titled “*Utility Excavation Backfilling*” for additional information.

### **6.2.4 Additional Road Subgrade Considerations – Utility Trenches over Organic Soils**

Borings B-1-14, B-2-14, and B-5 drilled for Twelve Oaks Center Drive and Borings B-2, B-3, and B-4 drilled for Parkers Lake Road encountered buried organic soils. The organic soils in Boring B-1-14 and B-2-14 consisted of sapric peat and organic clay at depths of 11 to 22 feet, about 8 to 11 feet thick. In borings B-2, B-3, and B-4, organic clay and peat was present at depths of 6½ to 8 feet and was about 4½ to 16 feet thick. At this time, it is not proposed to replace the watermain or extend the sanitary sewer further south on Parkers Lake Road. The City has related that the sanitary sewer on Twelve Oaks Center is at depths of about 10 to 15 feet. Thus, the sanitary sewer pipe could be in or at the interface of the buried swamp deposits. Some continuing settlement of the buried organic soils should be anticipated, possibly on the order of a few inches. Additional analysis would need to be performed to provide a more definitive estimate. The City also related that the sanitary sewer is not supported on piles.



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**6.2.5 Sanitary Sewer and Watermain Replacement – Directional Drilling**

We understand that a possible watermain placement method will be to directionally drill in areas where the buried organics are present and possibly in other selected areas that do not have buried organic soils. This is being considered if the watermain will be replaced for Parkers Lake Road and for the replacement along Twelve Oaks Center Drive. There are two watermain runs in the Twelve Oaks Center Drive area; one that follows the road right-of-way and the other that is through green areas and some pavement areas in the commercial development area that is at the southwest quadrant of Parkers Lake Road and Twelve Oaks Center Drive. As previously discussed, we understand that the present watermain is not supported on driven piles in the organic areas. In our opinion, the use of directionally drilled, HDPE piping would be an option. This type of pipe is more flexible and can adjust to differential settlements more easily than rigid PVC or ductile iron pipe.

Due to the depth of the inverts (15 feet), the sanitary sewer for Twelve Oaks Center Drive most likely will be directionally drilled as would be the sanitary sewer extension on Parkers Lake Road, if performed. Open cutting is not anticipated.

Additional geotechnical information can be provided by additional borings for the sanitary sewer (and watermain) in the commercial development area south of Twelve Oaks Center Drive. Please contact us if additional borings are to be performed.

**6.3 Watermain Corrosion Potential**

The soils encountered in the soil borings were predominately silty and clayey sand and also sandy lean clay. Peat and organic clay is also present. We performed soil resistivity on soil samples in Boring B-1-14 in 2014. We combined samples of similar soils from the boring for soil resistivity testing and pH testing. The resistivity and pH values were as follows:

**Table 2 – Resistivity Values**

<b>Soil Boring No.</b>	<b>Depth of Sample Tested (ft.)</b>	<b>Natural Moisture (ohm-cm)</b>	<b>Water Added (ohm-cm)</b>	<b>pH</b>	<b>Soil Type</b>
B-1-14	2-11	590	660	7.9	Sandy Lean Clay

The pH value was greater than 7. A pH of 7 is considered neutral. The test value is on the base (alkaline) side of neutral and does not appear to be corrosive (from acidic soils).

The above resistivity values, when compared to American Water Work Association (AWWA) charts and other sources, indicate that the clayey soils are considered corrosive. Organic soils are also considered corrosive. Silty and clayey sand are considered to be moderately corrosive. Corrosion can occur to buried metallic pipes that are not coated or protected from soils that are



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considered corrosive, or where fluctuating groundwater levels occur, or where dissimilar backfill has been placed.

In our opinion, the resistivity tests and soil types encountered in the borings and history of some watermain breaks indicate that there is a potential to have some additional watermain breaks. In our opinion, the new watermain should have coated (or wrapped) pipes backfilled with a uniform sand completely around the pipes so that dissimilar soils are not touching the pipes. HDPE pipes installed for directional drilled utilities are not considered corrosive.

## **7.0 CONSTRUCTION CONSIDERATIONS**

### ***7.1 Potential Difficulties***

The strength and stability of the soils for road subgrades encountered at this site can be impacted by runoff water or perched groundwater conditions. Where water is present, strength and stability can be greatly reduced, especially with the more fine-grained soils. The water level in the adjacent wetland could affect road construction if it rises during wet periods of the year. The contractor should choose appropriate compaction methods for utility backfill and for the road subgrades.

Groundwater will likely be encountered during excavation and construction of utilities adjacent to the wetland. Utilities should not be placed over disturbed, wet soils, and appropriate bedding of sufficient strengths should be used. Some temporary pumping of water may need to be performed.

As discussed in Section 6.1 “*Approach*”, there are variable thicknesses of bituminous pavement and variable thickness of aggregate base. The appropriate construction methods for reclaiming, removal, and specified salvaging, will need to be performed.

### ***7.2 Excavation Backsloping***

If excavation faces are not retained, the excavations should maintain maximum allowable slopes in accordance with *OSHA Regulations (Standards 29 CFR), Part 1926, Subpart P, “Excavations”* (can be found on [www.osha.gov](http://www.osha.gov)). Safe shoring methods, such as trench boxes can also be used. Even with the required OSHA sloping, water seepage or surface runoff can potentially induce sideslope erosion or running which could require slope maintenance.

### ***7.3 Observation and Testing***

The recommendations in this report are based on subsurface conditions found at our boring locations. The existing pavement thickness and soil conditions can be expected to vary away from the soil boring locations. We recommend on-site observation by a geotechnical engineer/technician during construction to evaluate these potential changes, and to perform observation and density testing of utility backfill and road subgrade. Where granular fill material is imported, laboratory sieve analyses should be performed to document that the fill meets the recommended gradation criteria.



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**8.0 LIMITATIONS**

Within the limitations of scope, budget, and schedule, our services have been conducted according to generally accepted geotechnical engineering practices at this time and location. Other than this, no warranty, either expressed or implied, is intended.

Important information regarding risk management and proper use of this report is given in Appendix B entitled “*Geotechnical Report Limitations and Guidelines for Use.*”



## DEFINITIONS RELATING TO PAVEMENT CONSTRUCTION

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**Top of subgrade:** Grade which contacts the bottom of the aggregate base layer.

**Sand subbase:** Uniform thickness sand layer placed as the top of subgrade which is intended to improve the frost and drainage characteristics of the pavement system by increasing drainage of excess water in the aggregate base and subbase, by reducing and “bridging” frost heaving, and by reducing spring thaw weakening effects.

**Critical subgrade zone:** The subgrade portion beneath and within three vertical feet of the top of subgrade. A sand subbase, if placed, would be considered the upper portion of the critical subgrade zone.

**Suitable Grading Material:** Mineral soil materials, typically from the project site, excluding the following: 1) soils which have an organic content exceeding 3%, 2) cohesive soils having a Liquid Limit exceeding 50%, 3) soils which include debris, cobbles, and/or boulders, and 4) soils which are considered acceptable from an environmental standpoint. The soil must also be capable of attaining the specified compaction level at its current water content or at a water content that can be reasonably scarified, blended, and moisture conditioned to a uniform water content in order to uniformly meet compaction requirements.

**Granular Material:** Soils meeting MnDOT Specification 3149.2B.1. This refers to granular soils which, of the portion passing the 1" sieve, contain less than 20% by weight passing the #200 sieve.

**Select Granular Material:** Soils meeting MnDOT Specification 3149.2B.2. This refers to granular soils which, of the portion passing the 1" sieve, contain less than 12% by weight passing the #200 sieve.

**Select Granular Material (Super Sand):** Soils meeting MnDOT Specification 3149.2B.3. This material is cleaner and coarser than Select Granular Material (see specification for specific requirements).

**Compaction Subcut:** Construction of a uniform thickness subcut below a designated grade to provide uniformity and compaction within the subcut zone. Replacement fill can be the materials subcut, although the reused soils should be blended to a uniform soil condition, moisture conditioned as needed to meet MnDOT Specification 2105.F; and re-compacted per the Specified Density Method defined in MnDOT Specification 2105.3F.1.

**Test Roll:** A means of evaluating the near-surface stability of subgrade soils (usually non-granular). Suitability is determined by the depth of rutting or deflection caused by passage of heavy rubber-tired construction equipment, such as a loaded dump truck, over the test area. Yielding of less than 1" is normally considered acceptable, although engineering judgment may be applied depending on the equipment used, soil conditions present, and/or depth below final grade.

**Unstable Soils:** Subgrade soils which do not pass a test roll. Unstable soils typically have water content exceeding the *standard optimum water content* defined in ASTM:D698 (Standard Proctor test).

**Organic Soils:** Soils which have sufficient organic content such that the soils engineering properties are negatively affected (typically more than 3% organic content). These soils are usually black to dark brown in color.



## **BITUMINOUS PAVEMENT SUBGRADE PREPARATION AND DESIGN**

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### **GENERAL**

Bituminous pavements are considered layered “flexible” systems. Dynamic wheel loads transmit high local stresses through the bituminous/base onto the subgrade. Because of this, the upper portion of the subgrade requires high strength/stability to reduce deflection and fatigue of the bituminous/base system. The wheel load intensity dissipates through the subgrade such that the high level of soil stability is usually not needed below about 2 feet to 4 feet (depending on the anticipated traffic and underlying soil conditions). This is the primary reason for specifying a higher level of compaction within the upper subgrade zone versus the lower portion. Moderate compaction is usually desired below the upper critical zone, primarily to avoid settlements/sags of the roadway. However, if the soils present below the upper 3 feet subgrade zone are unstable, attempts to properly compact the upper 3 feet zone to the 100% level may be difficult or not possible. Therefore, control of moisture just below the 3 feet level may be needed to provide a non-yielding base upon which to compact the upper subgrade soils.

Long-term pavement performance is dependent on the soil subgrade drainage and frost characteristics. Poor to moderate draining soils tend to be susceptible to frost heave and subsequent weakening upon thaw. This condition can result in irregular frost movements and “pop-outs,” as well as an accelerated softening of the subgrade. Frost problems become more pronounced when the subgrade is layered with soils of varying permeability. In this situation, the free-draining soils provide a pathway and reservoir for water infiltration which exaggerates the movements. The placement of a well-drained sand subbase layer as the top of subgrade can minimize trapped water, smooth frost movements and significantly reduce subgrade softening. In wet, layered and/or poor drainage situations, the long-term performance gain should be significant. If a sand subbase is placed, we recommend it be a “Select Granular Borrow” which meets Mn/DOT Specification 3149.2B2.

### **PREPARATION**

Subgrade preparation should include stripping surficial vegetation and organic soils; where the exposed soils are within the upper “critical” subgrade zone (generally 2 feet deep for “auto only” areas and 3 feet deep for “heavy duty” areas), they should be evaluated for stability. Excavation equipment may make such areas obvious due to deflection and rutting patterns. Final evaluation of soils within the critical subgrade zone should be done by test rolling with heavy rubber-tired construction equipment, such as a loaded dump truck. Soils which rut or deflect 1" or more under the test roll should be corrected by either subcutting or replacement; or by scarification, drying, and recompaction. Reworked soils and new fill should be compacted per the “Specified Density Method” outlined in Mn/DOT Specification 2105.3F1 (a minimum of 100% of Standard Proctor density in the upper 3 feet subgrade zone, and a minimum of 95% below this).

Subgrade preparation scheduling can be an important consideration. Fall and Spring seasons usually have unfavorable weather for soil drying. Stabilizing non-sand subgrades during these seasons may be difficult, and attempts often result in compromising the pavement quality. Where construction scheduling requires subgrade preparation during these times, the use of a sand subbase becomes even more beneficial for constructability reasons.

### **SUBGRADE DRAINAGE**

If a sand subbase layer is used, it should be provided with a means of subsurface drainage to prevent water build-up. This can be in the form of draitile lines which dispose into storm sewer systems, or outlets into ditches. Where sand subbase layers include sufficient sloping and water can migrate to lower areas, draitile lines can be limited to finger drains at the catch basins. Even if a sand layer is not placed, strategically placed draitile lines can aid in improving pavement performance. This would be most important in areas where adjacent non-paved areas slope towards the pavement. Perimeter edge drains can aid in intercepting water which may infiltrate below the pavement.



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## **BEDDING/FOUNDATION SUPPORT OF BURIED PIPE**

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### **GENERAL**

This page addresses soil bedding and foundation support of rigid pipe, such as reinforced concrete, and flexible pipe, such as steel and plastic. This does not address selection of pipe based on loads and allowable deflections, but rather addresses the geotechnical/soil aspects of uniform pipe support. Bedding/foundation support needs relate to local conditions directly beneath and to the sides of the pipe zone, which may be influenced by soft in-situ ground conditions or by soil disturbance due to soil sensitivity or ground water. Bedding relates to granular materials placed directly beneath the bottom of the pipe (usually 4" to 6" thick), which is intended to provide increased support uniformity. We refer to foundation soils as thicker layers of sands and/or gravels (beneath the bedding zone) intended to provide increased foundation strength support, usually needed due to soft, unstable and/or waterbearing conditions.

### **GRANULAR BEDDING**

With circular pipes, high local loads (approaching point loads) develop if pipes are placed on hard surfaces. Load distribution is improved by placing granular bedding materials beneath the pipe, which are either shaped to match the pipe bottom or are placed without compaction to allow "settling in." The bedding should be placed in such a manner that the pipe will be at the proper elevation and slope when the pipe is laid on the bedding. Common bedding material is defined in MnDOT Specification 3149.2F, Granular Bedding. Published documents recommend rigid pipes having a diameter of 12" to 54" be placed on a bedding thickness of 4", which increases to 6" of bedding for pipe diameters ranging from 54" to 72". Beyond a 72" diameter, the bedding thickness can be equal to the pipe outside diameter divided by 12. Typically, the need for bedding under small diameter pipes (less than 12") depends on the pipe designer's specific needs, although in obvious point loads situations (bedrock, cobbles, significant coarse gravel content), bedding is recommended. Note that bedding should also account for larger diameter bells at joints.

### **FOUNDATION FILL**

Positive uniform strength is usually compromised in soft or unstable trench bottom conditions. In this case, deeper subcuts and foundation fill placement is needed beneath the pipe. In moderate instability conditions, improvement can likely be accomplished with a thicker bedding layer. However, in more significant instability situations, particularly where ground water is present, coarser materials may be needed to provide a stronger foundation. Thicker gravel layers can also be a favorable media from which to dewater. The following materials would be appropriate for stability improvement, with the coarser materials being appropriate for higher instability/ground water cases.

- Fine Filter Aggregate – MnDOT Specification 3149.2J
- Coarse Filter Aggregate – MnDOT Specification 3149.2H

When using a coarser material which includes significant void space, we highly recommend enveloping the entire gravel layer within a geotextile separation fabric. The gravel material includes open void space, and the fabric acts as a separator which minimizes the intrusion of fines into the open void space. If additional granular bedding sand is used above foundation gravel, the fabric would also prevent downward infiltration of bedding sand into the rock void space.

Although it is preferred to not highly compact thin granular bedding zones directly beneath the pipe center, it is desirable to compact the foundation materials to prevent more significant pipe settlement. We recommend foundation fill be compacted to a minimum of 95% of the Standard Proctor density (ASTM: D698). It is not possible to test coarse rock fill, although this material should still be well compacted/ tamped.

Often, pipes entering structures such as catch basins, lift stations, etc., enter the structure at a higher elevation than the structure bottom, and are therefore placed on the structure backfill. Fill beneath these pipes should be considered foundation fill. Depending on the flexibility of the connection design, it may be necessary to increase the minimum compaction level to reduce differential settlements, particularly with thicker fills.

### **SIDE FILL SUPPORT**

If the pipe designer requires support from the side fill, granular bedding should also be placed along the sides of the pipe. In poor soil conditions, the sand fill may need to be placed laterally up to two pipe diameters on both sides of the pipe. With rigid pipe, compacted sand placement up to the spring line (within the haunch area) is usually sufficient. With flexible pipe, side fill should be placed and compacted at least to the top of the pipe. For positive support, it is very important to properly compact the sands within the haunch area.



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## **UTILITY EXCAVATION BACKFILLING**

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### **GENERAL**

Clayey and silty soils are often difficult to compact, as they may be naturally wet or dry, or may become wet due to ground water or runoff water during construction. Soils will need to be placed within a certain range of water (moisture) content to attain desired compaction levels. Moisture conditioning to within this range can be time consuming and labor intensive, and will require favorable weather.

The degree of compaction and the soil type used for backfill within open cut utility excavations depends on the eventual function of the overlying land surface. Details are as follows:

### **ROADWAYS**

Where trenches are located below roadways, we recommend using inorganic fill and compacting these soils per MnDOT Specification 2105.3F1 (Specified Density Method). On MnDOT funded roads, the 2016 Specification requires 100% compaction over the entire trench depth. On non-MnDOT funded roads, we feel the specification can be relaxed to the previous version of achieving 100% of the Standard Proctor density in the upper 3-foot subgrade zone, and 95% below this depth. Note that this specification also includes moisture content range requirements which are important for proper subgrade stability.

Where available soils are wet or of poor quality, it may be possible to use the "Quality Compaction Method" (MnDOT Specification 2105.3F2) for soils below the upper 3-foot subgrade zone if you can tolerate some subsidence. However, a high level of stability is still important within the upper subgrade zone and recommend that the "Specified Density Method" be used in this upper subgrade area. We caution that if backfill soils in the lower trench area are significantly unstable, it may be difficult or even impossible to properly compact soils within the upper 3-foot subgrade zone. In this case, road subgrade stability can be improved by placing a geotextile reinforcement fabric directly over the unstable soils followed by properly drained granular fill placement.

### **STRUCTURAL AREAS**

If fill is placed beneath or within the significant zone of influence of a structure (typically a 1:1 lateral oversize zone), the soil type and minimum compaction level will need to be evaluated on an individual basis. Because trenches result in variable fill depths over a short lateral distance, higher than normal compaction levels and/or more favorable (sandy) soil fill types may be needed. If this situation exists, it is important that special geotechnical engineering review be performed.

### **NON-STRUCTURAL AREAS**

In grass/ditch areas, backfill soils should be placed in reasonable lift thicknesses and compacted to a minimum of 90% of the Standard Proctor density (ASTM: D698) and/or per the MnDOT "Quality Compaction Method." If lower compaction levels are accepted, more noticeable subsidence at the surface can occur. Steep or high slopes require special consideration, and if this situation exists, it is important that special geotechnical engineering review be performed.

### **SPECIAL CASES**

Structural retention systems are often used to reduce impacts on adjacent streets/improvements. If localized excavations/pits or annular spaces are created which need to be backfilled, it may not be possible to place and compact soils by the conventional means of backfilling. Retraction of structural systems can also leave soils loosened. Significant settlement can occur in areas where backfill cannot be compacted. If these situations are located in non-structural or non-paved areas, it may be reasonable to accept the settlements and associated follow-up maintenance in order avoid the high cost of trying to compact the soil or placing flowable lean concrete fill. However, there may be areas where fill settlement needs to be avoided, especially as the settlement will be differential from the surrounding surface, or differential from a buried structure in the case of higher piping entering the structure. Where settlement needs to be avoided, the specification should require that the contractor submit a backfill compaction plan along with the retention plan. Improper sequencing of retention system removal and backfilling of the pits could result in excessive settlement and/or lateral movement of nearby improvements.



**Report of Geotechnical Exploration and Review**

Twelve Oaks Center Drive and Parkers Lake Road Reconstruction; Minnetonka, Minnesota  
August 21, 2019  
Report No. 20-20988

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TESTING, INC.

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## **Appendix A**

Geotechnical Field Exploration and Testing  
    Boring Log Notes  
        Unified Soil Classification System  
        AASHTO Soil Classification System  
        Figure 1 – Boring Locations  
            Subsurface Boring Logs  
            Previous Figure 1 (2014)  
            Previous Borings B-1-14, B-2-14  
            Gradation Curves  
Table A: Bituminous Core Thickness and Comments  
    Boring and Core Location – Surface Photographs  
    Bituminous Core Photographs



**Appendix A**  
**Geotechnical Field Exploration and Testing**  
**Report No. 20-20988**

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## **A.1 FIELD EXPLORATION**

The subsurface conditions at the site were explored by drilling and sampling 9 (7 recent and 2 previous) Standard Penetration Test (SPT) borings and 6 bituminous core locations. The locations of the borings and cores appear on Figure 1, preceding the Subsurface Boring Logs in this appendix.

## **A.2 SAMPLING METHODS**

### **A.2.1 Split-Spoon Samples (SS) - Calibrated to $N_{60}$ Values**

Standard penetration (split-spoon) samples were collected in general accordance with ASTM: D1586 with one primary modification. The ASTM test method consists of driving a 2-inch O.D. split-barrel sampler into the in-situ soil with a 140-pound hammer dropped from a height of 30 inches. The sampler is driven a total of 18 inches into the soil. After an initial set of 6 inches, the number of hammer blows to drive the sampler the final 12 inches is known as the standard penetration resistance or N-value. Our method uses a modified hammer weight, which is determined by measuring the system energy using a Pile Driving Analyzer (PDA) and an instrumented rod.

In the past, standard penetration N-value tests were performed using a rope and cathead for the lift and drop system. The energy transferred to the split-spoon sampler was typically limited to about 60% of its potential energy due to the friction inherent in this system. This converted energy then provides what is known as an  $N_{60}$  blow count.

The most recent drill rigs incorporate an automatic hammer lift and drop system, which has higher energy efficiency and subsequently results in lower N-values than the traditional  $N_{60}$  values. By using the PDA energy measurement equipment, we are able to determine actual energy generated by the drop hammer. With the various hammer systems available, we have found highly variable energies ranging from 55% to over 100%. Therefore, the intent of AET's hammer calibrations is to vary the hammer weight such that hammer energies lie within about 60% to 65% of the theoretical energy of a 140-pound weight falling 30 inches. The current ASTM procedure acknowledges the wide variation in N-values, stating that N-values of 100% or more have been observed. Although we have not yet determined the statistical measurement uncertainty of our calibrated method to date, we can state that the accuracy deviation of the N-values using this method is significantly better than the standard ASTM Method.

### **A.2.2 Disturbed Samples (DS)/Spin-up Samples (SU)**

Sample types described as "DS" or "SU" on the boring logs are disturbed samples, which are taken from the flights of the auger. Because the auger disturbs the samples, possible soil layering and contact depths should be considered approximate.

### **A.2.3 Sampling Limitations**

Unless actually observed in a sample, contacts between soil layers are estimated based on the spacing of samples and the action of drilling tools. Cobbles, boulders, and other large objects generally cannot be recovered from test borings, and they may be present in the ground even if they are not noted on the boring logs.

Determining the thickness of "topsoil" layers is usually limited, due to variations in topsoil definition, sample recovery, and other factors. Visual-manual description often relies on color for determination, and transitioning changes can account for significant variation in thickness judgment. Accordingly, the topsoil thickness presented on the logs should not be the sole basis for calculating topsoil stripping depths and volumes. If more accurate information is needed relating to thickness and topsoil quality definition, alternate methods of sample retrieval and testing should be employed.

## **A.3 CLASSIFICATION METHODS**

Soil descriptions shown on the boring logs are based on the Unified Soil Classification (USC) system. The USC system is described in ASTM: D2487 and D2488. Where laboratory classification tests (sieve analysis or Atterberg Limits) have been performed, accurate classifications per ASTM: D2487 are possible. Otherwise, soil descriptions shown on the boring logs are visual-manual judgments. Charts are attached which provide information on the USC system, the descriptive terminology, and the symbols used on the boring logs.

Visual-manual judgment of the AASHTO Soil Group is also noted as a part of the soil description. A chart presenting details of the AASHTO Soil Classification System is also attached.



**Appendix A**  
**Geotechnical Field Exploration and Testing**  
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The boring logs include descriptions of apparent geology. The geologic depositional origin of each soil layer is interpreted primarily by observation of the soil samples, which can be limited. Observations of the surrounding topography, vegetation, and development can sometimes aid this judgment.

#### **A.4 WATER LEVEL MEASUREMENTS**

The groundwater level measurements are shown at the bottom of the boring logs. The following information appears under “Water Level Measurements” on the logs:

- ♦ Date and Time of measurement
- ♦ Sampled Depth: lowest depth of soil sampling at the time of measurement
- ♦ Casing Depth: depth to bottom of casing or hollow-stem auger at time of measurement
- ♦ Cave-in Depth: depth at which measuring tape stops in the borehole
- ♦ Water Level: depth in the borehole where free water is encountered
- ♦ Drilling Fluid Level: same as Water Level, except that the liquid in the borehole is drilling fluid

The true location of the water table at the boring locations may be different than the water levels measured in the boreholes. This is possible because there are several factors that can affect the water level measurements in the borehole. Some of these factors include: permeability of each soil layer in profile, presence of perched water, amount of time between water level readings, presence of drilling fluid, weather conditions, and use of borehole casing.

#### **A.5 LABORATORY TEST METHODS**

##### **A.5.1 Water Content Tests**

Conducted per AET Procedure 01-LAB-010, which is performed in general accordance with ASTM: D2216 and AASHTO: T265.

##### **A.5.2 Laboratory Soil Resistivity using the Wenner Four-Electrode Method**

Conducted per AET Procedure 01-LAB-090, which is performed using Soil Box apparatus in the laboratory in general accordance with ASTM: G57

##### **A.5.3 Sieve Analysis of Soils (thru #200 Sieve)**

Conducted per AET Procedure 01-LAB-040, which is performed in general conformance with ASTM: D6913, Method A.

#### **A.6 TEST STANDARD LIMITATIONS**

Field and laboratory testing is done in general conformance with the described procedures. Compliance with any other standards referenced within the specified standard is neither inferred nor implied.

#### **A.7 SAMPLE STORAGE**

Unless notified to do otherwise, we routinely retain representative samples of the soils recovered from the borings for a period of 30 days.



## BORING LOG NOTES

### DRILLING AND SAMPLING SYMBOLS

Symbol	Definition
AR:	Sample of material obtained from cuttings blown out the top of the borehole during air rotary procedure.
B, H, N:	Size of flush-joint casing
CAS:	Pipe casing, number indicates nominal diameter in inches
COT:	Clean-out tube
DC:	Drive casing; number indicates diameter in inches
DM:	Drilling mud or bentonite slurry
DR:	Driller (initials)
DS:	Disturbed sample from auger flights
DP:	Direct push drilling; a 2.125 inch OD outer casing with an inner 1½ inch ID plastic tube is driven continuously into the ground.
FA:	Flight auger; number indicates outside diameter in inches
HA:	Hand auger; number indicates outside diameter
HSA:	Hollow stem auger; number indicates inside diameter in inches
LG:	Field logger (initials)
MC:	Column used to describe moisture condition of samples and for the ground water level symbols
N (BPF):	Standard penetration resistance (N-value) in blows per foot (see notes)
NQ:	NQ wireline core barrel
PQ:	PQ wireline core barrel
RDA:	Rotary drilling with compressed air and roller or drag bit.
RDF:	Rotary drilling with drilling fluid and roller or drag bit
REC:	In split-spoon (see notes), direct push and thin-walled tube sampling, the recovered length (in inches) of sample. In rock coring, the length of core recovered (expressed as percent of the total core run). Zero indicates no sample recovered.
SS:	Standard split-spoon sampler (steel; 1.5" is inside diameter; 2" outside diameter); unless indicated otherwise
SU	Spin-up sample from hollow stem auger
TW:	Thin-walled tube; number indicates inside diameter in inches
WASH:	Sample of material obtained by screening returning rotary drilling fluid or by which has collected inside the borehole after "falling" through drilling fluid
WH:	Sampler advanced by static weight of drill rod and hammer
WR:	Sampler advanced by static weight of drill rod
94mm:	94 millimeter wireline core barrel
▼:	Water level directly measured in boring
▽:	Estimated water level based solely on sample appearance

### TEST SYMBOLS

Symbol	Definition
CONS:	One-dimensional consolidation test
DEN:	Dry density, pcf
DST:	Direct shear test
E:	Pressuremeter Modulus, tsf
HYD:	Hydrometer analysis
LL:	Liquid Limit, %
LP:	Pressuremeter Limit Pressure, tsf
OC:	Organic Content, %
PERM:	Coefficient of permeability (K) test; F - Field; L - Laboratory
PL:	Plastic Limit, %
q <sub>p</sub> :	Pocket Penetrometer strength, tsf ( <u>approximate</u> )
q <sub>c</sub> :	Static cone bearing pressure, tsf
q <sub>u</sub> :	Unconfined compressive strength, psf
R:	Electrical Resistivity, ohm-cms
RQD:	Rock Quality Designation of Rock Core, in percent (aggregate length of core pieces 4" or more in length as a percent of total core run)
SA:	Sieve analysis
TRX:	Triaxial compression test
VSR:	Vane shear strength, remolded (field), psf
VSU:	Vane shear strength, undisturbed (field), psf
WC:	Water content, as percent of dry weight
%-200:	Percent of material finer than #200 sieve

### STANDARD PENETRATION TEST NOTES

#### (Calibrated Hammer Weight)

The standard penetration test consists of driving a split-spoon sampler with a drop hammer (calibrated weight varies to provide N<sub>60</sub> values) and counting the number of blows applied in each of three 6" increments of penetration. If the sampler is driven less than 18" (usually in highly resistant material), permitted in ASTM: D1586, the blows for each complete 6" increment and for each partial increment is on the boring log. For partial increments, the number of blows is shown to the nearest 0.1' below the slash.

The length of sample recovered, as shown on the "REC" column, may be greater than the distance indicated in the N column. The disparity is because the N-value is recorded below the initial 6" set (unless partial penetration defined in ASTM: D1586 is encountered) whereas the length of sample recovered is for the entire sampler drive (which may even extend more than 18").



**UNIFIED SOIL CLASSIFICATION SYSTEM**  
**ASTM Designations: D 2487, D2488**

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Criteria for Assigning Group Symbols and Group Names Using Laboratory Tests <sup>A</sup>				Soil Classification	
				Group Symbol	Group Name <sup>B</sup>
Coarse-Grained Soils More than 50% retained on No. 200 sieve	Gravels More than 50% coarse fraction retained on No. 4 sieve	Clean Gravels Less than 5% fines <sup>C</sup>	$Cu \geq 4$ and $1 \leq Cc \leq 3$ <sup>E</sup>	GW	Well graded gravel <sup>F</sup>
			$Cu < 4$ and/or $1 > Cc > 3$ <sup>E</sup>	GP	Poorly graded gravel <sup>F</sup>
	Gravels with Fines more than 12% fines <sup>C</sup>	Fines classify as ML or MH	GM	Silty gravel <sup>F,G,H</sup>	
		Fines classify as CL or CH	GC	Clayey gravel <sup>F,G,H</sup>	
	Sands 50% or more of coarse fraction passes No. 4 sieve	Clean Sands Less than 5% fines <sup>D</sup>	$Cu \geq 6$ and $1 \leq Cc \leq 3$ <sup>E</sup>	SW	Well-graded sand <sup>I</sup>
			$Cu < 6$ and/or $1 > Cc > 3$ <sup>E</sup>	SP	Poorly-graded sand <sup>I</sup>
Fine-Grained Soils 50% or more passes the No. 200 sieve  (see Plasticity Chart below)	Sils and Clays Liquid limit less than 50	inorganic	PI > 7 and plots on or above "A" line <sup>J</sup>	CL	Lean clay <sup>K,L,M</sup>
			PI < 4 or plots below "A" line <sup>J</sup>	ML	Silt <sup>K,L,M</sup>
	organic	Liquid limit - oven dried < 0.75	OL	Organic clay <sup>K,L,M,N</sup>	
		Liquid limit - not dried		Organic silt <sup>K,L,M,O</sup>	
	Sils and Clays Liquid limit 50 or more	inorganic	PI plots on or above "A" line	CH	Fat clay <sup>K,L,M</sup>
			PI plots below "A" line	MH	Elastic silt <sup>K,L,M</sup>
organic	Liquid limit - oven dried < 0.75	OH	Organic clay <sup>K,L,M,P</sup>		
	Liquid limit - not dried		Organic silt <sup>K,L,M,Q</sup>		
Highly organic soil	Primarily organic matter, dark in color, and organic in odor		PT	Peat <sup>R</sup>	

**Notes**

<sup>A</sup>Based on the material passing the 3-in (75-mm) sieve.

<sup>B</sup>If field sample contained cobbles or boulders, or both, add "with cobbles or boulders, or both" to group name.

<sup>C</sup>Gravels with 5 to 12% fines require dual symbols:  
 GW-GM well-graded gravel with silt  
 GW-GC well-graded gravel with clay  
 GP-GM poorly graded gravel with silt  
 GP-GC poorly graded gravel with clay

<sup>D</sup>Sands with 5 to 12% fines require dual symbols:  
 SW-SM well-graded sand with silt  
 SW-SC well-graded sand with clay  
 SP-SM poorly graded sand with silt  
 SP-SC poorly graded sand with clay

<sup>E</sup> $Cu = D_{60}/D_{10}$ ,  $Cc = \frac{(D_{30})^2}{D_{10} \times D_{60}}$

<sup>F</sup>If soil contains  $\geq 15\%$  sand, add "with sand" to group name.

<sup>G</sup>If fines classify as CL-ML, use dual symbol GC-GM, or SC-SM.

<sup>H</sup>If fines are organic, add "with organic fines" to group name.

<sup>I</sup>If soil contains  $\geq 15\%$  gravel, add "with gravel" to group name.

<sup>J</sup>If Atterberg limits plot is hatched area, soil is a CL-ML silty clay.

<sup>K</sup>If soil contains 15 to 29% plus No. 200 add "with sand" or "with gravel", whichever is predominant.

<sup>L</sup>If soil contains  $\geq 30\%$  plus No. 200, predominantly sand, add "sandy" to group name.

<sup>M</sup>If soil contains  $\geq 30\%$  plus No. 200, predominantly gravel, add "gravelly" to group name.

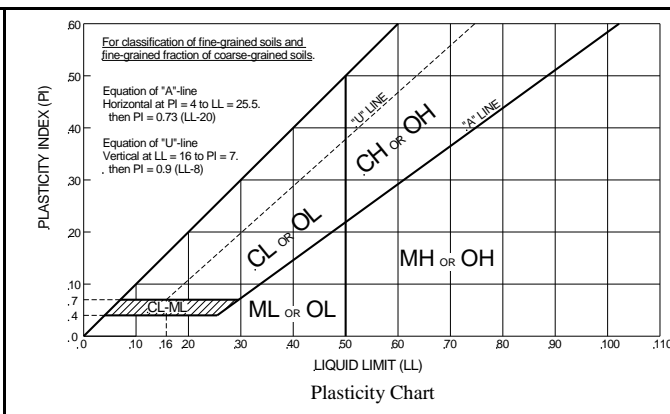
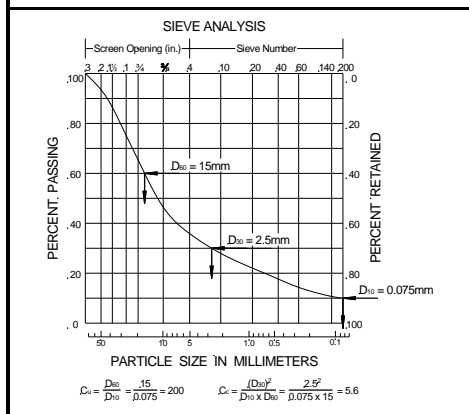
<sup>N</sup>PI  $\geq 4$  and plots on or above "A" line.

<sup>O</sup>PI < 4 or plots below "A" line.

<sup>P</sup>PI plots on or above "A" line.

<sup>Q</sup>PI plots below "A" line.

<sup>R</sup>Fiber Content description shown below.



**ADDITIONAL TERMINOLOGY NOTES USED BY AET FOR SOIL IDENTIFICATION AND DESCRIPTION**

Term	Grain Size	Term	Gravel Percentages	Term	Consistency of Plastic Soils	Term	Relative Density of Non-Plastic Soils
	Particle Size		Percent		N-Value, BPF		N-Value, BPF
Boulders	Over 12"	A Little Gravel	3% - 14%	Very Soft	less than 2	Very Loose	0 - 4
Cobbles	3" to 12"	With Gravel	15% - 29%	Soft	2 - 4	Loose	5 - 10
Gravel	#4 sieve to 3"	Gravelly	30% - 50%	Firm	5 - 8	Medium Dense	11 - 30
Sand	#200 to #4 sieve			Stiff	9 - 15	Dense	31 - 50
Fines (silt & clay)	Pass #200 sieve			Very Stiff	16 - 30	Very Dense	Greater than 50
	<u>Moisture/Frost Condition</u> (MC Column)		<u>Layering Notes</u>		<u>Peat Description</u>		<u>Organic Description (if no lab tests)</u>
D (Dry):	Absence of moisture, dusty, dry to touch.	Laminations:	Layers less than 1/2" thick of differing material or color.	Term	Fiber Content (Visual Estimate)		Soils are described as <i>organic</i> , if soil is not peat and is judged to have sufficient organic fines content to influence the Liquid Limit properties. <i>Slightly organic</i> used for borderline cases.
M (Moist):	Damp, although free water not visible. Soil may still have a high water content (over "optimum").	Lenses:	Pockets or layers greater than 1/2" thick of differing material or color.	Fibric Peat:	Greater than 67%	With roots:	Judged to have sufficient quantity of roots to influence the soil properties.
W (Wet/Waterbearing):	Free water visible, intended to describe non-plastic soils. Waterbearing usually relates to sands and sand with silt.			Hemic Peat:	33 - 67%	Trace roots:	Small roots present, but not judged to be in sufficient quantity to significantly affect soil properties.
F (Frozen):	Soil frozen			Sapric Peat:	Less than 33%		



# AASHTO SOIL CLASSIFICATION SYSTEM

## AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS

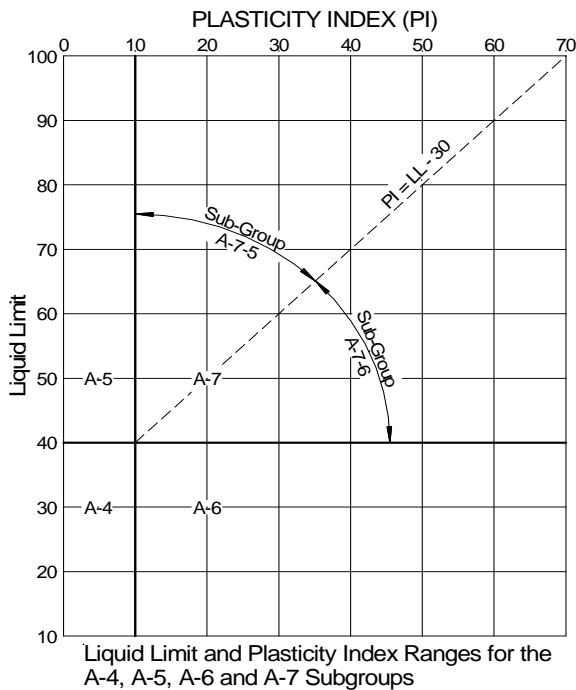
Classification of Soils and Soil-Aggregate Mixtures

General Classification	Granular Materials (35% or less passing No. 200 sieve)							Silt-Clay Materials (More than 35% passing No. 200 sieve)			
	A-1		A-3	A-2				A-4	A-5	A-6	A-7
	A-1-a	A-1-b		A-2-4	A-2-5	A-2-6	A-2-7				A-7-5 A-7-6
Sieve Analysis, Percent passing:											
No. 10 (2.00 mm) .....	50 max.	.....	.....	.....	.....	.....	.....	.....	.....	.....	.....
No. 40 (0.425 mm) .....	30 max.	50 max.	51 min.	.....	.....	.....	.....	.....	.....	.....	.....
No. 200 (0.075 mm) .....	15 max.	25 max.	10 max.	35 max.	35 max.	35 max.	35 max.	36 min.	36 min.	36 min.	36 min.
Characteristics of Fraction Passing No. 40 (0.425 mm)											
Liquid limit .....	.....	.....	40 max.	41 min.	40 max.	41 min.	40 max.	41 min.	40 max.	41 min.	
Plasticity index .....	6 max.	N.P.	10 max.	10 max.	11 min.	11 min.	10 max.	10 max.	11 min.	11 min.	
Usual Types of Significant Constituent Materials	Stone Fragments, Gravel and Sand		Fine Sand	Silty or Clayey Gravel and Sand				Silty Soils		Clayey Soils	
General Ratings as Subgrade .....	Excellent to Good							Fair to Poor			

The placing of A-3 before A-2 is necessary in the "left to right elimination process" and does not indicate superiority of A-3 over A-2.

Plasticity index of A-7-5 subgroup is equal to or less than LL minus 30. Plasticity index of A-7-6 subgroup is greater than LL minus 30.

Group A-8 soils are organic clays or peat with organic content >5%.



**Definitions of Gravel, Sand and Silt-Clay**

The terms "gravel", "coarse sand", "fine sand" and "silt-clay", as determinable from the minimum test data required in this classification arrangement and as used in subsequent word descriptions are defined as follows:

**GRAVEL** - Material passing sieve with 3-in. square openings and retained on the No. 10 sieve.

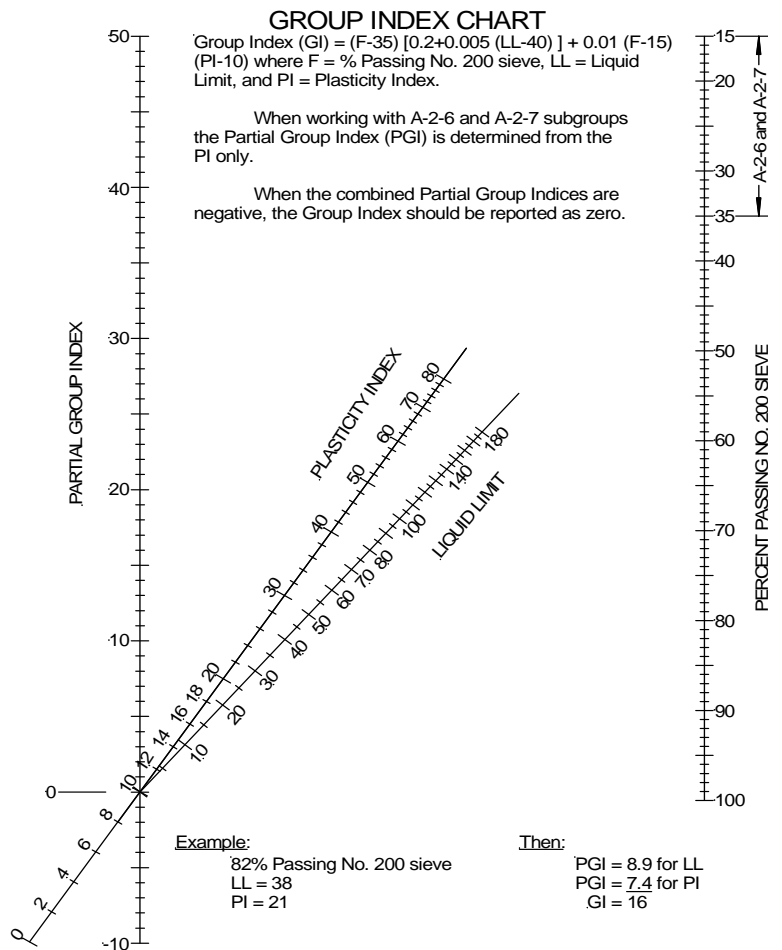
**COARSE SAND** - Material passing the No. 10 sieve and retained on the No. 40 sieve.

**FINE SAND** - Material passing the No. 40 sieve and retained on the No. 200 sieve.

**COMBINED SILT AND CLAY** - Material passing the No. 200 sieve

**BOULDERS** (retained on 3-in. sieve) should be excluded from the portion of the sample to which the classification is applied, but the percentage of such material, if any, in the sample should be recorded.

The term "silty" is applied to fine material having plasticity index of 10 or less and the term "clayey" is applied to fine material having plasticity index of 11 or greater.





**Figure 1**



B-1 = 967.15

B-2 = 948.49

B-3 = 945.55

B-4 = 946.07

B-5 = 948.79

P-7 = 945.75

B-6 = 964.36





# SUBSURFACE BORING LOG

AET No: **20-20988**

Log of Boring No. **1 (p. 1 of 1)**

Project: **Twelve Oaks Center Drive & Parkers Lake Road; Minnetonka, MN**

DEPTH IN FEET	Surface Elevation <b>967.2</b> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS									
							WC	DEN	LL	PL	%-#200					
1	2" Bituminous pavement	FILL														
	3" Older bituminous pavement															
2	FILL, mostly gravelly silty sand, brown (A-1-b)			M												
3	FILL, mostly silty sand, a little gravel, brown (A-1-b)		25	M	SS	20										
4																
5	SANDY LEAN CLAY, a little gravel, brown with a little gray mottled to gray at 14.5 feet, firm to hard (CL) (A-6)	TILL	6	M	SS	24	29	27								
6																
7																
8				8	M	SS	24	24								
9																
10																
11				12	M	SS	24	25								
12																
13				11	M	SS	24	24								
14																
15																
16				9	M	SS	24	22								
17																
18			6	M	SS	24	26									
19																
20	<b>END OF BORING</b>		100/5	M	SS	6	21									

AET\_CORP\_20-20988.GPJ\_AET+CPT+WELL\_20181012\_JG.GDT 8/21/19

DEPTH:	DRILLING METHOD	WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
<b>0-20'</b>	<b>3.25" HSA</b>	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		<b>3/27/19</b>	<b>12:30</b>	<b>20.0</b>	<b>20.0</b>	<b>20.0</b>		<b>None</b>	
BORING COMPLETED: <b>3/27/19</b>									
DR: <b>SS</b> LG: <b>GH</b> Rig: <b>1C</b>									





# SUBSURFACE BORING LOG

AET No: 20-20988 Log of Boring No. 2 (p. 1 of 2)  
 Project: Twelve Oaks Center Drive & Parkers Lake Road; Minnetonka, MN

DEPTH IN FEET	Surface Elevation <u>948.5</u> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	4.75" Bituminous pavement FILL, mostly gravelly silty sand, brown (A-1-b)	FILL	146	F	SS	3					10
2	FILL, mostly silty sand, a little gravel, brown, woven geofabric at 2.5' (A-2-4)										
3	FILL, mostly silty sand, a little clayey sand, a little gravel, gray (A-2-6)										
4											
5	FILL, silty sand, a little gravel, gray, moist, laminations of clayey sand (A-2-6)		2	M	SS	20	117				
6	SAPRIC PEAT, a little sand, black (PT) (A-8)	SWAMP DEPOSIT									
7	ORGANIC CLAY, black, very soft (OL) (A-8)										
8			1	M	SS	18	33				
9											
10	LEAN CLAY, trace roots, gray, soft, lens of sand (CL) (A-6)	FINE ALLUVIUM	4	M	SS	20	26	31			
11											
12	SANDY LEAN CLAY, trace roots, gray, firm (CL) (A-6)										
13			6		SS	24	26				
14	LEAN CLAY, gray, very soft, laminations of sand, trace roots, moderately organic (CL) (A-6)		2	M	SS	24	53				
15											
16											
17											
18			1	W	SS	24	78				
19											
20	CLAYEY SAND, a little gravel, firm to stiff, laminations of sand (SC) (A-6)	TILL	6	W	SS	24	14				
21											

AET\_CORP\_20-20988.GPJ\_AET+CPT+WELL\_20181012\_JG.GDT 8/21/19

DEPTH:	DRILLING METHOD	WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
<b>0-29½'</b>	<b>3.25" HSA</b>								
		<b>3/27/19</b>	<b>1:51</b>	<b>19.0</b>	<b>17.0</b>	<b>16.6</b>		<b>15.6</b>	
		<b>3/27/19</b>	<b>2:01</b>	<b>19.0</b>	<b>17.0</b>	<b>16.5</b>		<b>13.4</b>	
BORING COMPLETED:	<b>3/27/19</b>	<b>3/27/19</b>	<b>2:35</b>	<b>31.5</b>	<b>29.5</b>	<b>31.0</b>		<b>27.8</b>	
DR: <b>SS</b>	LG: <b>GH</b>	Rig: <b>1C</b>							





# SUBSURFACE BORING LOG

AET No: 20-20988

Log of Boring No. 2 (p. 2 of 2)

Project: Twelve Oaks Center Drive & Parkers Lake Road; Minnetonka, MN

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
23	CLAYEY SAND, a little gravel, firm to stiff, laminations of sand (SC) (A-6) <i>(continued)</i>	TILL <i>(continued)</i>	7	W	SS	20	14				
24											
25											
26			11	W	SS	12	14				
27											
28											
29											
30											
31			17	W	SS	24	13				
<b>END OF BORING</b>											

AET\_CORP 20-20988.GPJ AET+CPT+WELL\_20181012\_JG.GDT 8/21/19





# SUBSURFACE BORING LOG

AET No: 20-20988 Log of Boring No. 3 (p. 1 of 1)  
 Project: Twelve Oaks Center Drive & Parkers Lake Road; Minnetonka, MN

DEPTH IN FEET	Surface Elevation <u>945.6</u> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	4.5" Bituminous pavement	FILL	30	F	SS	20					
	FILL, mostly gravelly silty sand, brown (A-1-b)										
2	FILL, mostly sand, a little gravel, brown, woven geofabric at 3' (A-2-4)										
3	FILL, mostly silty sand, a little gravel, gray (A-2-4)										
4	FILL, mostly clayey sand, a little gravel, gray (A-6)										
5	FILL, mostly silty sand, a little gravel, gray (A-2-4)										
6	FILL, mostly clayey sand, a little gravel, gray (A-6)										
7	FILL, silty sand, a little gravel, fine to medium grained, gray, lens of clayey sand (A-2-4)										
8	FILL, clayey sand, a little gravel, trace roots, gray, firm (SC) (A-6)										
9	SAPRIC PEAT, black (PT) (A-8)										
10	<b>END OF BORING</b>										

AET\_CORP\_20-20988.GPJ\_AET+CPT+WELL\_20181012\_JG.CDT 8/21/19

DEPTH:	DRILLING METHOD	WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
<b>0-8'</b>	<b>3.25" HSA</b>	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		<b>3/27/19</b>	<b>10:40</b>	<b>8.0</b>	<b>6.0</b>	<b>5.3</b>		<b>3.6</b>	
BORING COMPLETED: <b>3/27/19</b>									
DR: <b>SS</b> LG: <b>GH</b> Rig: <b>1C</b>									





# SUBSURFACE BORING LOG

AET No: 20-20988 Log of Boring No. 3A (p. 1 of 2)  
 Project: Twelve Oaks Center Drive & Parkers Lake Road; Minnetonka, MN

DEPTH IN FEET	Surface Elevation <u>946.0</u> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS							
							WC	DEN	LL	PL	%-#200			
1	No Sampling from 0-10'													
2														
3														
4														
5														
6														
7														
8														
9														
10														
11	SAPRIC PEAT, black (PT) (A-8)	SWAMP DEPOSIT	2	M	SS	20	309							
12														
13														
14														
15														
16														
17														
18														
19														
20														
21	ORGANIC CLAY, dark brown, very soft (OL) (A-8)		WH	M	SS	16	91							
20														

DEPTH:	DRILLING METHOD	WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
<b>0-38'</b>	<b>3.25" HSA</b>	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		<b>3/28/19</b>	<b>9:50</b>	<b>40.0</b>	<b>38.0</b>	<b>39.8</b>		<b>None</b>	
BORING COMPLETED: <b>3/28/19</b>									
DR: <b>DTS</b> LG: <b>SS</b> Rig: <b>1C</b>									

AET\_CORP\_20-20988.GPJ\_AET+CPT+WELL\_20181012\_JG.GDT 8/21/19





# SUBSURFACE BORING LOG

AET No: 20-20988

Log of Boring No. 3A (p. 2 of 2)

Project: Twelve Oaks Center Drive & Parkers Lake Road; Minnetonka, MN

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
23	ORGANIC CLAY, dark brown, very soft (OL) (A-8) (continued)	FINE ALLUVIUM	WH	M	SS	24	92				
24	LEAN CLAY, gray, very soft (CL) (A-6)		WH	M	SS	10	33 29				
25		TILL	6	M	SS	22	30 16				
26			8	M	SS	24	24				
27	SANDY LEAN CLAY, a little gravel, gray, firm to very soft (CL) (A-6)		18	M	SS	24	25				
28			10	M	SS	24	27				
29			12	M	SS	22	24				
30			21	M	SS	24	23				
31			27	M	SS	24	20				
32											
33											
34											
35											
36											
37											
38											
39											
40	<b>END OF BORING</b>										

AET\_CORP\_20-20988\_GP1\_AET+CPT+WELL\_20181012\_JG.GDT 8/21/19





# SUBSURFACE BORING LOG

AET No: 20-20988

Log of Boring No. 4 (p. 1 of 1)

Project: Twelve Oaks Center Drive & Parkers Lake Road; Minnetonka, MN

DEPTH IN FEET	Surface Elevation <u>946.1</u> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS					
							WC	DEN	LL	PL	%-#200	
1	4" Bituminous pavement FILL, mostly silty sand with gravel (A-1-b)	FILL	42	F	SS	20						9
2	FILL, mostly silty sand, a little gravel (A-2-4)											
3	FILL, mixture of silty sand and clayey sand, a little gravel, gray, woven geofabric at 2.5 feet (A-2-6)											
4	FILL, clayey sand, a little gravel, gray, stiff to soft, laminations of sand (A-6)											
5	FILL, clayey sand, a little gravel, gray, brown and black, trace roots (A-6)	SWAMP DEPOSIT	3	M	SS	24	20	349				
6	HEMIC PEAT, brown (PT) (A-8)											
7												
8												
9			2	M	SS	24	428					
10	<b>END OF BORING</b>											

AET\_CORP\_20-20988.GPJ\_AET+CPT+WELL\_20181012\_JG.GDT 8/21/19

DEPTH:	DRILLING METHOD	WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
<b>0-8'</b>	<b>3.25" HSA</b>	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		<b>3/27/19</b>	<b>10:00</b>	<b>10.0</b>	<b>8.0</b>	<b>7.9</b>		<b>None</b>	
BORING COMPLETED:	<b>3/27/19</b>								
DR: <b>SS</b>	LG: <b>GH</b>	Rig: <b>1C</b>							





# SUBSURFACE BORING LOG

AET No: 20-20988 Log of Boring No. 4A (p. 1 of 2)  
 Project: Twelve Oaks Center Drive & Parkers Lake Road; Minnetonka, MN

DEPTH IN FEET	Surface Elevation <u>947.0</u> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS					
							WC	DEN	LL	PL	%-#200	
1	FILL, mostly clayey sand, a little gravel, trace roots, dark brown (A-2-6)	FILL					20					
2	FILL, mixture of silty sand and clayey sand, a little gravel, trace roots, brown (A-2-6)											
3												
4	FILL, mostly clayey sand, a little gravel, trace roots, dark brown (A-6)											
5					F/M		19					
6	FILL, mostly clayey sand, a little gravel, gray (A-6)											
7					M		19					
8	ORGANIC CLAY, black (OL) (A-8)	SWAMP DEPOSIT										
9						M		78				
10	SAPRIC PEAT, black (PT) (A-8)											
11			4		M	SS	6	199				
12												
13	ORGANIC CLAY, a little gravel, black, soft (OL) (A-8)		3		M	SS	14	92 54				
14	LEAN CLAY, a little sand, trace gravel, gray, very soft, lens of lean clay (CL) (A-6)	FINE ALLUVIUM										
15				WH		M	SS	24	45 25			
16	LEAN CLAY, gray, very soft (CL) (A-6)	TILL										
17	SANDY LEAN CLAY, a little gravel, gray, soft to very stiff (CL) (A-6)			5		▼	SS	18	27			
18												
19			3			W	24	27				
20												
21			9			W	20	27				

AET\_CORP\_20-20988.GPJ\_AET+CPT+WELL\_20181012\_JG.GDT 8/21/19

DEPTH:	DRILLING METHOD	WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
<b>0-38'</b>	<b>3.25" HSA</b>	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		3/28/19	11:45	20.0	18.0	20.0		17.4	
		3/28/19	1:10	40.0	38.0	40.0		None	
BORING COMPLETED: <b>3/28/19</b>									
DR: <b>DTS</b> LG: <b>SS</b> Rig: <b>1C</b>									





# SUBSURFACE BORING LOG

AET No: 20-20988

Log of Boring No. 4A (p. 2 of 2)

Project: Twelve Oaks Center Drive & Parkers Lake Road; Minnetonka, MN

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
23	SANDY LEAN CLAY, a little gravel, gray, soft to very stiff (CL) (A-6) <i>(continued)</i>	TILL <i>(continued)</i>	7	W	SS	24	24				
24											
25			8	W	SS	20	20				
26											
27			16	W	SS	24	24				
28											
29			4	W	SS	24	27				
30											
31			9	W	SS	24	24				
32											
33	9	W	SS	24	26						
34											
35	10	W	SS	24	24						
36											
37	17	W	SS	24	21						
38											
39	21	W	SS	24	24						
40	<b>END OF BORING</b>										

AET\_CORP\_20-20988\_GP1\_AET+CPT+WELL\_20181012\_JG.GDT 8/21/19





# SUBSURFACE BORING LOG

AET No: **20-20988**

Log of Boring No. **5 (p. 1 of 2)**

Project: **Twelve Oaks Center Drive & Parkers Lake Road; Minnetonka, MN**

DEPTH IN FEET	Surface Elevation <b>948.8</b> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS								
							WC	DEN	LL	PL	%-#200				
1	6" Bituminous pavement	FILL													
	FILL, mostly silty sand, a little gravel, black (A-1-b)				M/F										21
2	FILL, mostly crushed limestone, a little silty sand, brown (A-1-b)														17
3	FILL, mostly sandy lean clay, a little bituminous pavement, black (A-6)			16	F/M	SS	20	20							
4															
5	FILL, mixture of silty sand and bituminous pavement, trace roots (A-2-4)			18	F/M	SS	18	21							
6	FILL, mostly silty sand with organic fines, a little gravel, a little lean clay, black (A-2-6)			21	M	SS	20								
8	SANDY LEAN CLAY WITH ORGANIC FINES, a little gravel, trace wood and roots, very soft (CL) (A-8)	SWAMP DEPOSIT FINE ALLUVIUM													
9	LEAN CLAY, trace roots, gray, very soft (CL) (A-6)		2	M	SS	20	24	40							
10	SANDY LEAN CLAY, a little gravel, gray, stiff (CL) (A-6)		9	M	SS	22	33	23							
11	SILT, trace clay, gray, firm (ML) (A-4)														
12			5	M	SS	24	29								
13															
14			8	W	SS	24	26								
15															
16	SANDY LEAN CLAY, a little gravel, gray, a little brown, stiff to hard (CL) (A-6)	TILL													
17			21	W	SS	24	17	16							
18															
19			21	M	SS	24	11								
20															
21			42	M	SS	24	18								

AET\_CORP\_20-20988.GPJ\_AET+CPT+WELL\_20181012\_JG.GDT 8/21/19

DEPTH:	DRILLING METHOD	WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
<b>0-38'</b>	<b>3.25" HSA</b>	<b>3/29/19</b>	<b>11:25</b>	<b>16.0</b>	<b>14.0</b>	<b>16.0</b>		<b>15.8</b>	
BORING COMPLETED: <b>3/29/19</b>									
DR: <b>DTS</b> LG: <b>SS</b> Rig: <b>1C</b>									





# SUBSURFACE BORING LOG

AET No: 20-20988

Log of Boring No. 5 (p. 2 of 2)

Project: Twelve Oaks Center Drive & Parkers Lake Road; Minnetonka, MN

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
23	SANDY LEAN CLAY, a little gravel, gray, a little brown, stiff to hard (CL) (A-6) <i>(continued)</i>	TILL <i>(continued)</i>	20	M	SS	24	16				
24											
25			19	M	SS	24	17				
26											
27			33	M	SS	24	22				
28											
29			13	M	SS	24	21				
30											
31			26	M	SS	24	22				
32											
33	13	M	SS	24	24						
34											
35	12	M	SS	24	23						
36											
37	24	M	SS	24	23						
38											
39	27	M	SS	24	24						
40	<b>END OF BORING</b>										

AET\_CORP\_20-20988\_GP1\_AET+CPT+WELL\_20181012\_JG.GDT 8/21/19





# SUBSURFACE BORING LOG

AET No: **20-20988**

Log of Boring No. **6 (p. 1 of 2)**

Project: **Twelve Oaks Center Drive & Parkers Lake Road; Minnetonka, MN**

DEPTH IN FEET	Surface Elevation <b>964.4</b> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS													
							WC	DEN	LL	PL	%-#200									
1	5.5" Bituminous pavement	FILL																		
	FILL, mostly gravelly silty sand, dark brown (A-1-b)				F/M			18												
2	FILL, mostly sandy lean clay, a little gravel, brown (A-6)	POSSIBLE FILL																		
3	LEAN CLAY, brown, stiff (CL) (A-6)		16	F	SS	24	19	23												
4	SANDY LEAN CLAY, a little gravel, brown to gray, stiff (CL) (A-6)		12	M	SS	20	24													
5			13	M	SS	24	16													
6			10	M	SS	24	24													
7			20	M	SS	24	19													
8	SANDY LEAN CLAY, a little gravel, trace wood, brown to gray, stiff (CL) (A-6)		8	M	SS	24	21													
9			7	M	SS	18	23													
10			10	M	SS	20	20													
11			9	M	SS	16	14	18												
12		18	M	SS	24	18														
13	SANDY LEAN CLAY, a little gravel, brown to gray, very stiff, laminations of sand (CL) (A-6)																			
14																				
15																				
16																				
17																				
18																				
19																				
20																				
21																				

AET\_CORP\_20-20988.GPJ\_AET+CPT+WELL\_20181012\_JG.GDT\_8/21/19

DEPTH:	DRILLING METHOD	WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
<b>0-24'</b>	<b>3.25" HSA</b>	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		<b>3/29/19</b>	<b>9:45</b>	<b>26.0</b>	<b>24.0</b>	<b>26.0</b>		<b>None</b>	
BORING COMPLETED: <b>3/19/19</b>									
DR: <b>DTS</b> LG: <b>SS</b> Rig: <b>1C</b>									






# SUBSURFACE BORING LOG

AET No: 20-20988

Log of Boring No. 6 (p. 2 of 2)

Project: Twelve Oaks Center Drive & Parkers Lake Road; Minnetonka, MN

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
23	SANDY LEAN CLAY, a little gravel, gray, stiff (CL)		11	M	SS	24	19				
24											
25			13	M	SS	24	16				
26	<b>END OF BORING</b>										





# SUBSURFACE BORING LOG

AET No: **20-20988**

Log of Boring No. **7 (p. 1 of 2)**

Project: **Twelve Oaks Center Drive & Parkers Lake Road; Minnetonka, MN**

DEPTH IN FEET	Surface Elevation <b>945.8</b> MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS							
							WC	DEN	LL	PL	%-#200			
1	ORGANIC CLAY, trace roots, a little gravel, black, firm, laminations of peat (OL) (A-8)	SWAMP DEPOSIT												
2														
3														
4														
5														
6	SAPRIC PEAT, black (PT) (A-8)		6	M	SS	12	39	95						
7														
8														
9														
10	SANDY LEAN CLAY, a little gravel, brown, firm, laminations of peat (CL) (A-6/A-8)	TILL	5	M	SS	24	22	25						
11							SANDY LEAN CLAY, a little gravel, gray, firm to stiff (CL) (A-6)							
12														
13														
14														
15														
16			10	M	SS	24	25							
17														
18														
19														
20														
21			10	M	SS	24	25							

AET\_CORP\_20-20988.GPJ\_AET+CPT+WELL\_20181012\_JG.GDT 8/21/19

DEPTH:	DRILLING METHOD	WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
<b>0-30'</b>	<b>3.25" HSA</b>	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		<b>4/1/19</b>	<b>9:30</b>	<b>32.0</b>	<b>30.0</b>	<b>30.0</b>		<b>25.2</b>	
BORING COMPLETED: <b>4/1/19</b>									
DR: <b>DTS</b> LG: <b>SS</b> Rig: <b>1</b>									













# SUBSURFACE BORING LOG

AET No: 20-20988

Log of Boring No. 7 (p. 2 of 2)

Project: Twelve Oaks Center Drive & Parkers Lake Road; Minnetonka, MN

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS							
							WC	DEN	LL	PL	%-#200			
23	SANDY LEAN CLAY, a little gravel, gray, firm to stiff (CL) (A-6) (continued)													
24														
25			12		SS	24	24							
26														
27														
28														
29														
30														
31			12	M	SS	24	31							
32	<b>END OF BORING</b>													

AET\_CORP\_20-20988\_GP1\_AET+CPT+WELL\_20181012\_JG.GDT 8/21/19





# American Engineering Testing, Inc.

# Monitoring Well/Piezometer Log

AET Job No.: 20-20988  
 Project: Twelve Oaks Center Drive & Parkers Lake Road  
 Location: Minnetonka, MN  
 Date Installed: 4/1/19  
 Project Manager: Tom Venema

Well No.: 7 Piezo  
 Unique Well No.: 833731  
 Drilling Method: 3.25" HSA  
 Drilling Fluids (type): None  
 Completed by: DTS

## Annular Space Details

Type of Surface Seal: Concrete Mix  
 Type of Annular Sealant: Quick Grout  
 Type of Bentonite Seal (Granular Pellet): 3/8" Chips  
 Type of Sand Pack: #40

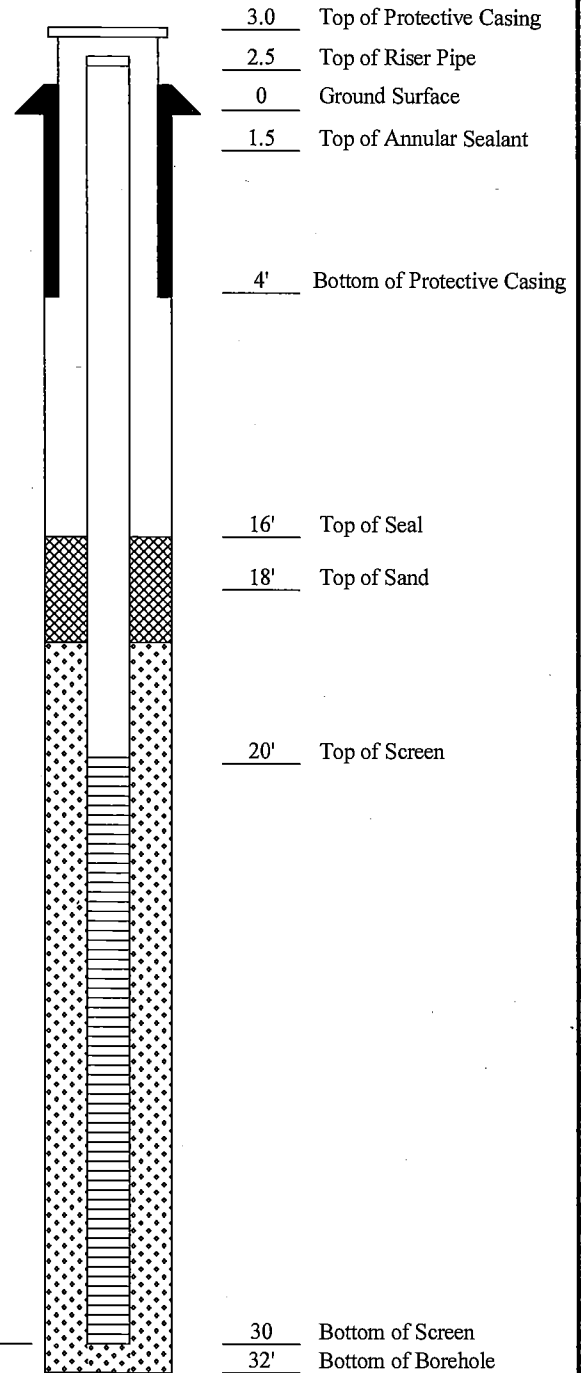
## Well Construction Materials

	Stainless Steel Specify Type	PVC Specify Type	Other Specify Type
Riser Coupling Joint	--	--	--
Riser Pipe Above w.t.	--	5.5'	--
Riser Pipe Below w.t.	--	17'	--
Screen	--	10'	--
Protective Posts	--	N/A	--
Protective Casing	--	7'	--

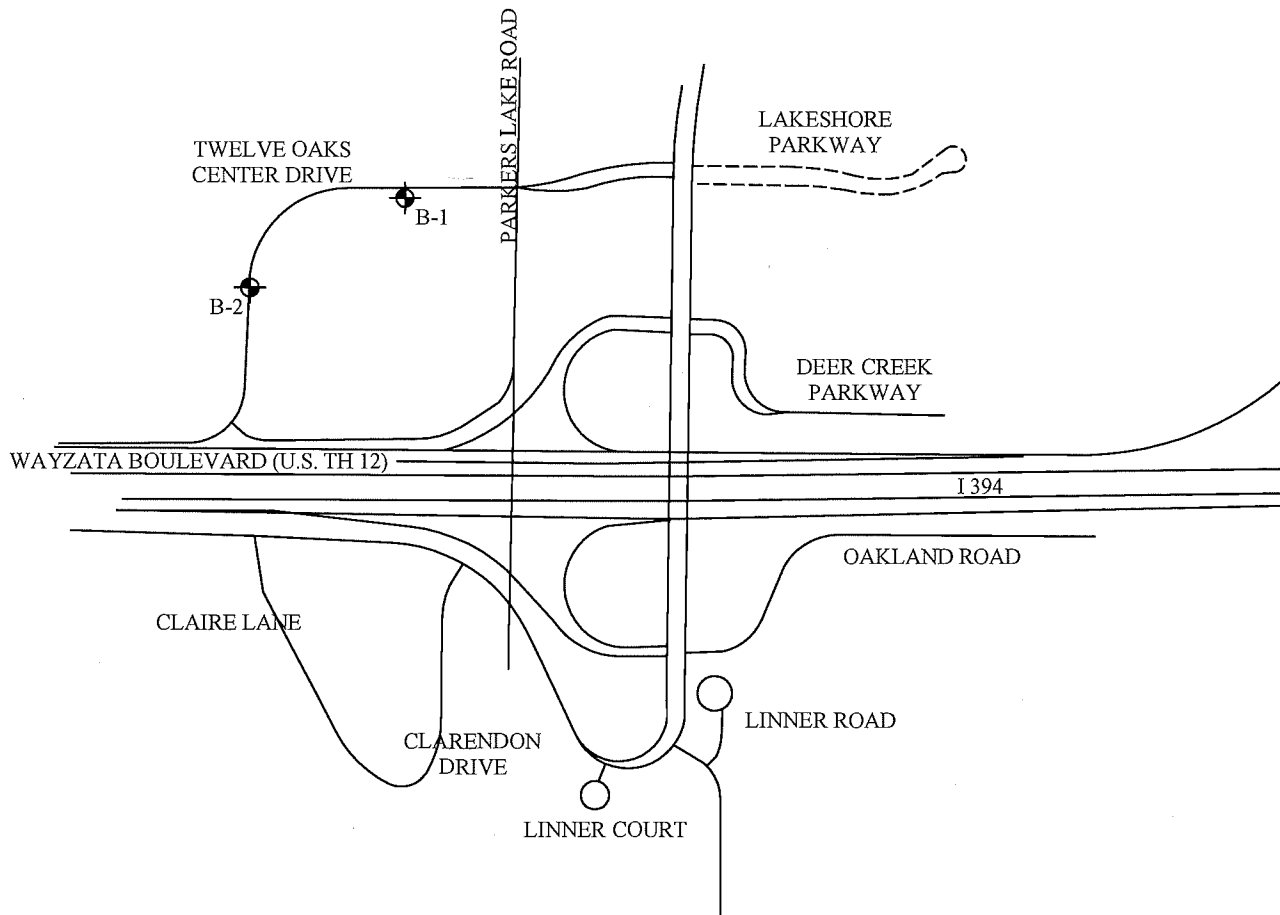
## Measurements

to 0.1 ft (where applicable)


Protective Casing Length	6"x7'
Riser Pipe Length	22.5'
Screen Length	10'
Screen Slot Size	10
Top of Riser Elevation	
Ground Surface Elevation	
Depth to Water	3.0
Water Elevation	
Other	









**LEGEND**

 = APPROXIMATE SOIL BORING LOCATION

 <b>AMERICAN ENGINEERING TESTING, INC.</b>	 NO SCALE	<b>PROJECT</b> Twelve Oaks Center Drive 2015 Street Rehabilitation City of Minnetonka, MN		<b>AET NO.</b> 20-12197
		<b>SUBJECT</b> Boring Locations		<b>DATE</b> September, 2014
		<b>DRAWN BY</b> VL	<b>CHECKED BY</b> TV	<b>FIGURE 1</b>





SUBSURFACE BORING LOG

AET JOB NO: 20-12197 LOG OF BORING NO. 1 (p. 1 of 1)  
 PROJECT: 2015 Minnetonka Streets;

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS									
							WC	DEN	LL	PL	%-#200					
1	9" Bituminous pavement	FILL			SU											
2	15" Crushed limestone base, light brown (A-1-b)		24	M	SS	12										
3	FILL, mostly sandy lean clay, pieces of metal, gray (A-6)		8	M	SS	6	18									
4	FILL, mostly sandy lean clay, gray and brownish gray (A-7-6)		6	M	SS	6	26									
5																
6																
7																
8			4	M	SS	6	23									
9	FILL, mostly clayey sand, a little gravel, pieces of bituminous, trace roots, dark brownish gray (A-6) (petroleum type odor)		13	M	SS	10	13									
10																
11																
12	FILL, mostly clayey sand, a little gravel, dark brownish gray (A-6) (petroleum-type odor)		6	M	SS	12	9									
13																
14	ORGANIC CLAY, brownish gray, a little light gray, soft, laminations of boglime (OH) (A-8)	SWAMP DEPOSIT	2	M	SS	4	94									
15																
16																
17	ORGANIC CLAY, black, a little brownish gray, very soft, a lens of fat clay (OH) (A-8)							0	M	SS	24	50				
18																
19	ORGANIC CLAY WITH WOOD, black, very soft (OH) (A-8)	0	M	SS	24	135										
20																
21		TILL	2	M	SS	14	24									
22	SANDY LEAN CLAY, gray, a little light gray, soft, laminations of silt (CL) (A-7-6)															
23																
24	SANDY LEAN CLAY, brownish gray, firm (CL) (A-6)	6	M	SS	24	23										
25																
26	END OF BORING Location: Twelve Oaks Center Drive															

DEPTH:	DRILLING METHOD	WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-24 1/2'	3.25" HSA	7/28/14	1:12	26.5	24.5	26.5		None	
BORING COMPLETED: 7/28/14									
DR: DTS LG: TM Rig: 1C									

AET CORP 20-12197.GPJ AET+CPT+WELL.GDT 9/8/14





# SUBSURFACE BORING LOG

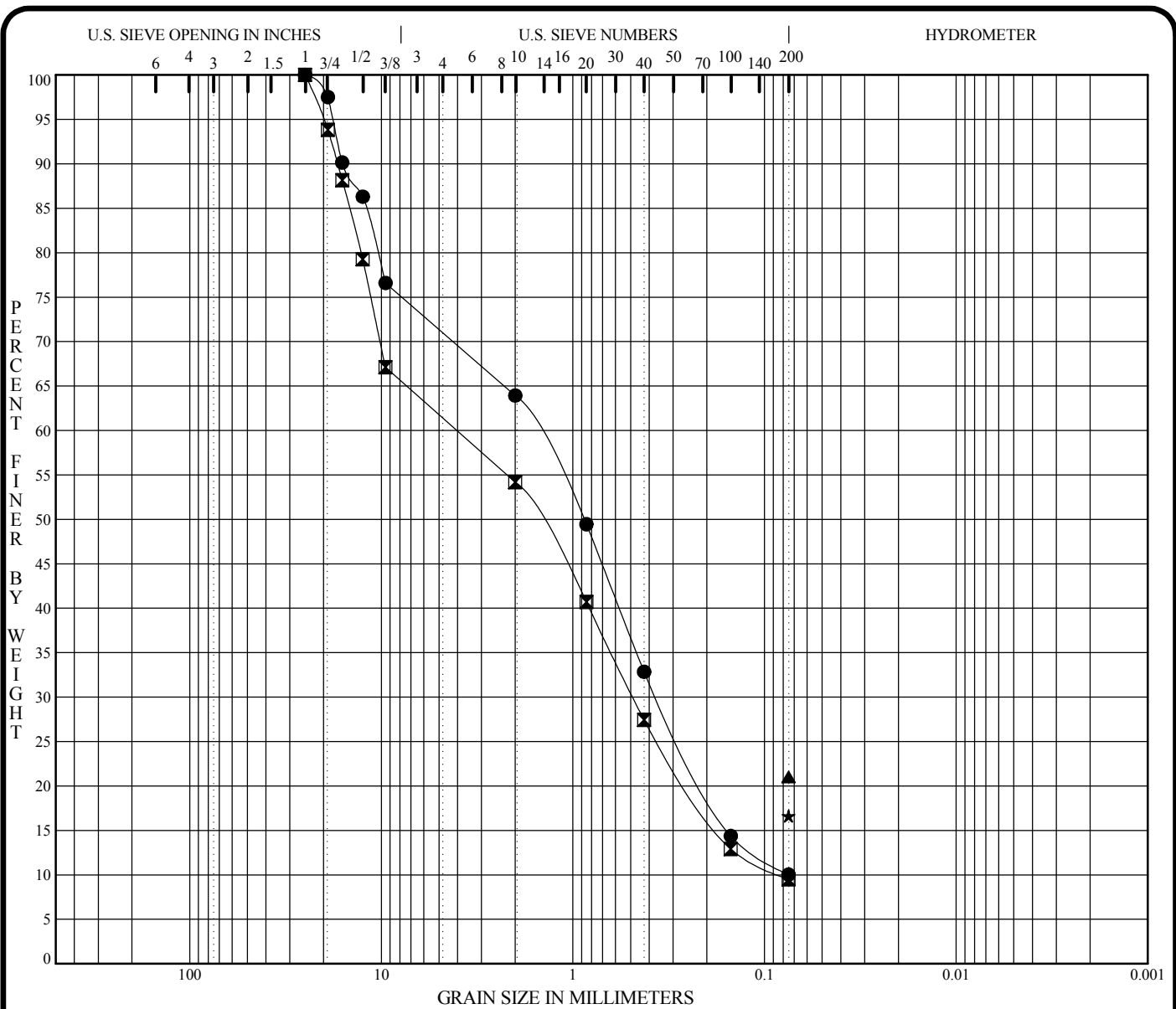
AET JOB NO: 20-12197 LOG OF BORING NO. 2 (p. 1 of 1)  
 PROJECT: 2015 Minnetonka Streets;

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS					
							WC	DEN	LL	PL	%-#200	
1	9" Bituminous pavement	FILL			SU							
2	27" Crushed limestone base, light brown (A-1-b)		24	M	SS	12						
3			13	M	SS	12						
4	FILL, mostly silty sand with gravel, brownish gray (A-1-b)											
5	FILL, mostly clayey sand, a little gravel, pieces of bituminous, dark brownish gray, a little brown (A-6)		43	M	SS	12	17					
6												
7	FILL, mostly silty sand with gravel, black and brownish gray (A-1-b)		50/4	W	SS	6						
8												
9												
10				4	-	SS	NR					
11												
12	SAPRIC PEAT, black (PT) (A-8)	SWAMP DEPOSIT										
13			3	M	SS	18	137					
14												
15	ORGANIC CLAY, dark grayish brown, soft (OH) (A-8)		2	M	SS	18	98					
16												
17	ORGANIC CLAY, trace shells, roots, brownish gray to brown, very soft to soft (OH) (A-8)	FINE ALLUVIUM										
18			1	M	SS	18	128					
19												
20			2	W	SS	18	142					
21												
22	FAT CLAY, gray, very soft, laminations of sand (CH) (A-7-6)	FINE ALLUVIUM										
23			1	W	SS	24	25					
24												
25	SANDY LEAN CLAY, a little gravel, brownish gray, firm (CL) (A-7-6)		5	W	SS	14	24					
26	<b>END OF BORING</b> Location: Twelve Oaks Center Drive											

DEPTH:	DRILLING METHOD	WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-24½'	3.25" HSA								
		7/28/14	10:48	7.9	7.0	7.7		7.4	
		7/28/14	11:21	26.5	24.5	25.0		24.2	
BORING COMPLETED: 7/28/14									
DR: DTS LG: TM Rig: 1C									

AET CORP 20-12197.GPJ AET+CPT+WELL.GDT 9/8/14





COBBLES	GRAVEL		SAND			SILT OR CLAY
	coarse	fine	coarse	medium	fine	

Specimen Identification	Classification	MC%	LL	PL	PI	Cc	Cu
● 2      0.4'						1.11	21.3
■ 4      0.3'						0.70	48.5
▲ 5      1.5'							
★ 5      2.2'							

Specimen Identification	D100	D60	D30	D10	%Gravel	%Sand	%Silt	%Clay
● 2      0.4'	25.00	1.59	0.362		29.0	60.9	10.0	
■ 4      0.3'	25.00	4.03	0.486	0.0832	38.6	51.9	9.5	
▲ 5      1.5'	0.08				0.0	0.0	21.0	
★ 5      2.2'	0.08				0.0	0.0	16.6	

PROJECT **Twelve Oaks Center Drive & Parkers Lake Road;** AET JOB NO. **20-20988**  
**Minnetonka, MN** DATE **3/29/19**



## GRADATION CURVES





Project #: 20-20988

Project: Twelve Oaks Center Drive and Parkers Lake Road Reconstruction

By: CW

Date: 4/19/19

TABLE A: BITUMINOUS CORE THICKNESS AND COMMENTS

Core #	Height (in)	Top Lift Ht.	Bottom Lift Ht.	Notes
1	4.0	2.0	2.0	Light stripping in bottom lift.
2	4.6	2.2	2.4	Light stripping throughout entire core.
3	4.7	2.3	2.4	Light stripping in bottom 3.3" of core.
4	3.6	1.9	1.7	Light stripping in bottom lift.
5	4.5	1.9	2.6	Light stripping throughout entire core.
6	6.5	3.7	2.8	Moderate stripping in bottom lift.











Looking South Near B-2

Parkers Lake Road  
AET 20-20988  
April 2019





Boring and Core Locations  
City of Minnetonka

Parkers Lake Road B-3  
AET 20-20988, April 2019













Boring and Core Locations  
City of Minnetonka

Twelve Oaks Center Drive, B-6  
AET 20-20988, April 2019





Piezometer Location  
City of Minnetonka

Twelve Oaks Center Drive, P-7  
AET 20-20988, April 2019







AET No. 28-20988

Parkers Lake Road

C-1







AET No. 28-20988

Parkers Lake Road  
C-2







AET No. 28-20988

Parkers Lake Road  
C-3







AET No. 28-20988

Parkers Lake Road  
C-4







AET No. 28-20988

Twelve Oaks Center Dr.

C-5







AET No. 28-20988

Twelve Oaks Center Dr.

C-6





**Report of Geotechnical Exploration and Review**

Twelve Oaks Center Drive and Parkers Lake Road Reconstruction; Minnetonka, Minnesota

August 21, 2019

Report No. 20-20988

AMERICAN  
ENGINEERING  
TESTING, INC.

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**Appendix B**

Geotechnical Report Limitations and Guidelines for Use



## Appendix B

### Geotechnical Report Limitations and Guidelines for Use

#### Report No. 20-20988

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#### **B.1 REFERENCE**

This appendix provides information to help you manage your risks relating to subsurface problems which are caused by construction delays, cost overruns, claims, and disputes. This information was developed and provided by ASFE<sup>1</sup>, of which, we are a member firm.

#### **B.2 RISK MANAGEMENT INFORMATION**

##### **B.2.1 Geotechnical Services are Performed for Specific Purposes, Persons, and Projects**

Geotechnical engineers structure their services to meet the specific needs of their clients. A geotechnical engineering study conducted for a civil engineer may not fulfill the needs of a construction contractor or even another civil engineer. Because each geotechnical engineering study is unique, each geotechnical engineering report is unique, prepared solely for the client. No one except you should rely on your geotechnical engineering report without first conferring with the geotechnical engineer who prepared it. And no one, not even you, should apply the report for any purpose or project except the one originally contemplated.

##### **B.2.2 Read the Full Report**

Serious problems have occurred because those relying on a geotechnical engineering report did not read it all. Do not rely on an executive summary. Do not read selected elements only.

##### **B.2.3 A Geotechnical Engineering Report is Based on A Unique Set of Project-Specific Factors**

Geotechnical engineers consider a number of unique, project-specific factors when establishing the scope of a study. Typically factors include: the client's goals, objectives, and risk management preferences; the general nature of the structure involved, its size, and configuration; the location of the structure on the site; and other planned or existing site improvements, such as access roads, parking lots, and underground utilities. Unless the geotechnical engineer who conducted the study specifically indicates otherwise, do not rely on a geotechnical engineering report that was:

- ♦ not prepared for you,
- ♦ not prepared for your project,
- ♦ not prepared for the specific site explored, or
- ♦ completed before important project changes were made.

Typical changes that can erode the reliability of an existing geotechnical engineering report include those that affect:

- ♦ the function of the proposed structure, as when it's changed from a parking garage to an office building, or from a light industrial plant to a refrigerated warehouse,
- ♦ elevation, configuration, location, orientation, or weight of the proposed structure,
- ♦ composition of the design team, or
- ♦ project ownership.

As a general rule, always inform your geotechnical engineer of project changes, even minor ones, and request an assessment of their impact. Geotechnical engineers cannot accept responsibility or liability for problems that occur because their reports do not consider developments of which they were not informed.

##### **B.2.4 Subsurface Conditions Can Change**

A geotechnical engineering report is based on conditions that existed at the time the study was performed. Do not rely on a geotechnical engineering report whose adequacy may have been affected by: the passage of time; by man-made events, such as construction on or adjacent to the site; or by natural events, such as floods, earthquakes, or groundwater fluctuations. Always contact the geotechnical engineer before applying the report to determine if it is still reliable. A minor amount of additional testing or analysis could prevent major problems.

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<sup>1</sup> ASFE, 8811 Colesville Road/Suite G106, Silver Spring, MD 20910  
Telephone: 301/565-2733: [www.asfe.org](http://www.asfe.org)



## **Appendix B**

### **Geotechnical Report Limitations and Guidelines for Use**

#### **Report No. 20-20988**

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#### **B.2.5 Most Geotechnical Findings Are Professional Opinions**

Site exploration identified subsurface conditions only at those points where subsurface tests are conducted or samples are taken. Geotechnical engineers review field and laboratory data and then apply their professional judgment to render an opinion about subsurface conditions throughout the site. Actual subsurface conditions may differ, sometimes significantly, from those indicated in your report. Retaining the geotechnical engineer who developed your report to provide construction observation is the most effective method of managing the risks associated with unanticipated conditions.

#### **B.2.6 A Report's Recommendations Are Not Final**

Do not overrely on the construction recommendations included in your report. Those recommendations are not final, because geotechnical engineers develop them principally from judgment and opinion. Geotechnical engineers can finalize their recommendations only by observing actual subsurface conditions revealed during construction. The geotechnical engineer who developed your report cannot assume responsibility or liability for the report's recommendations if that engineer does not perform construction observation.

#### **B.2.7 A Geotechnical Engineering Report Is Subject to Misinterpretation**

Other design team members' misinterpretation of geotechnical engineering reports has resulted in costly problems. Lower that risk by having your geotechnical engineer confer with appropriate members of the design team after submitting the report. Also retain your geotechnical engineer to review pertinent elements of the design team's plans and specifications. Contractors can also misinterpret a geotechnical engineering report. Reduce that risk by having your geotechnical engineer participate in prebid and preconstruction conferences, and by providing construction observation.

#### **B.2.8 Do Not Redraw the Engineer's Logs**

Geotechnical engineers prepare final boring and testing logs based upon their interpretation of field logs and laboratory data. To prevent errors or omissions, the logs included in a geotechnical engineering report should never be redrawn for inclusion in architectural or other design drawings. Only photographic or electronic reproduction is acceptable, but recognizes that separating logs from the report can elevate risk.

#### **B.2.9 Give Contractors a Complete Report and Guidance**

Some owners and design professionals mistakenly believe they can make contractors liable for unanticipated subsurface conditions by limiting what they provide for bid preparation. To help prevent costly problems, give contractors the complete geotechnical engineering report, but preface it with a clearly written letter of transmittal. In the letter, advise contractors that the report was not prepared for purposes of bid development and that the report's accuracy is limited; encourage them to confer with the geotechnical engineer who prepared the report (a modest fee may be required) and/or to conduct additional study to obtain the specific types of information they need or prefer. A prebid conference can also be valuable. Be sure contractors have sufficient time to perform additional study. Only then might you be in a position to give contractors the best information available to you, while requiring them to at least share some of the financial responsibilities stemming from unanticipated conditions.

#### **B.2.10 Read Responsibility Provisions Closely**

Some clients, design professionals, and contractors do not recognize that geotechnical engineering is far less exact than other engineering disciplines. This lack of understanding has created unrealistic expectations that have led to disappointments, claims, and disputes. To help reduce the risk of such outcomes, geotechnical engineers commonly include a variety of explanatory provisions in their report. Sometimes labeled "limitations" many of these provisions indicate where geotechnical engineers' responsibilities begin and end, to help others recognize their own responsibilities and risks. Read these provisions closely. Ask questions. Your geotechnical engineer should respond fully and frankly.

#### **B.2.11 Geoenvironmental Concerns Are Not Covered**

The equipment, techniques, and personnel used to perform a geoenvironmental study differ significantly from those used to perform a geotechnical study. For that reason, a geotechnical engineering report does not usually relate any geoenvironmental findings, conclusions, or recommendations; e.g., about the likelihood of encountering underground storage tanks or regulated contaminants. Unanticipated environmental problems have led to numerous project failures. If you have not yet obtained your own geoenvironmental information, ask your geotechnical consultant for risk management guidance. Do not rely on an environmental report prepared for someone else.



# Appendix E: Non-Motorized Use & Parking Utilizations Studies



## MEMORANDUM

**Date:** September 9, 2019  
**To:** Chris Long, P.E., Engineering Project Manager, City of Minnetonka  
**From:** Matt Blazer, P.E., Project Engineer  
**Subject:** Twelve Oaks Center Drive Non-Motorized Use & Parking Utilizations Studies  
City of Minnetonka  
Project No.: T19.118284

The 2020 Twelve Oaks Center Drive / Parkers Lake Road Improvements includes the proposed reallocation of parking space for non-motorized use. Near the conclusion of the feasibility study process, a parking utilization study, bicyclist counts, and pedestrian counts were completed to confirm existing uses and appropriateness of the proposed improvements.

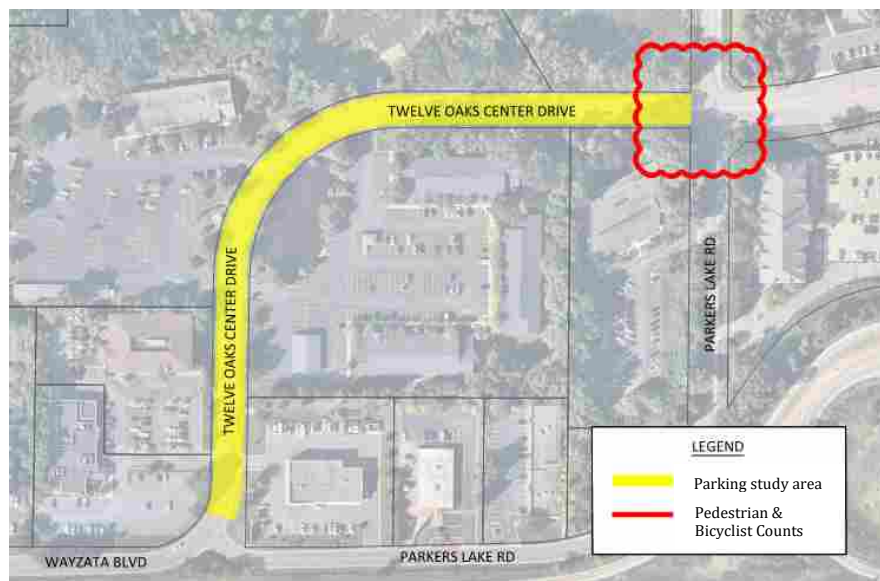


Figure 1: Study Area

### Background

At the Public Informational Meeting held on July 24<sup>th</sup>, project staff heard input from residents that attended the meeting that a significant number of pedestrians use Twelve Oaks Center Drive to the West of Parkers Lake Road. Pedestrians and bicyclists are commonly observed using the parking lane given the lack of non-motorized facilities along that segment of roadway. To confirm these observations and determine the magnitude of users, a 48-hr pedestrian and bicycle count was performed at the intersection of Parkers Lake Rd and Twelve Oaks Center Drive at location shown in Figure 1.



### Pedestrian and Bicyclist Counts

The results of the bike and pedestrian count can be found in the table below. The greatest number of crossings were of the north leg of the intersection. When looking specifically at Twelve Oaks Center Drive, more pedestrians are using the north side of the road than the south side of the road.

#### Pedestrian & Bike Counts: Twelve Oaks Center Dr/Parkers Lake Rd

	9/4		9/5		Total
	Peds	Bikes	Peds	Bikes	
South Leg (South Side of 12 Oaks)	21	9	12	8	50
North Leg (North Side of 12 Oaks)	20	15	14	11	60
West Leg (West Side of Parkers)	6	8	5	5	24
East Leg (East Side of Parkers)	18	10	16	5	49
<b>Total</b>	<b>65</b>	<b>42</b>	<b>47</b>	<b>29</b>	<b>183</b>
	<b>107</b>		<b>76</b>		

### Parking Utilization Study

A parking utilization Study was performed on Twelve Oaks Center Drive between August 30<sup>th</sup> and September 6<sup>th</sup> from Parkers Lake Rd to Wayzata Blvd (Figure 1). Anticipating observation of some, albeit limited parking use, the corridor was split into three segments and cars were tallied in each segment and which side of the street they were parked on. Parking counts were taken at various times of the day to get a better idea of how much of the available on street parking along Twelve Oaks Center Drive was used and at what time cars were parked. The following observations were conducted:

#### Parking Utilization Counts: Twelve Oaks Center Dr

		8/30 1:00 PM	9/4 5:00 PM	9/5 10:00 AM	9/6 4:30 PM	Total
<b>Segment 1:</b> Parkers Lake Rd to Start of Curve	North/West Side	0	0	0	0	0
	South/East Side	0	0	0	0	0
<b>Segment 2:</b> Within Curve	North/West Side	0	0	0	0	0
	South/East Side	0	0	0	0	0
<b>Segment 3:</b> End of Curve to Wayzata Blvd	North/West Side	0	0	0	0	0
	South/East Side	0	0	0	0	0
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Zero cars were found to be parked on Twelve Oaks Center drive between Parkers Lake Rd and Wayzata Blvd signifying that Twelve Oaks Center Drive has a parking utilization of 0%. These results fit with the general observations made by residents and staff of the corridor being that all of



Name: Twelve Oaks Center Drive Non-Motorized & Parking Utilizations Studies

Date: 9/9/2019

Page: 3

the business within the study area have their own parking lots and parking on the street would only be used as overflow for special occasions.

### **Conclusion**

The information provided within this document summarizes the utilization of the space outside of the drive lanes on Twelve Oaks Center Drive. The findings are presented in a way to allow decision-makers to fully understand the existing conditions. In conclusion, both the study data and general observations show that space outside of the drive lanes on Twelve Oaks Center Drive is currently being used more as a non-motorized facility than a parking lane.

It is recommended this space be designed with the current uses in mind. Re-allocating the parking lane with a non-motorized separated facility such as a 6' sidewalk is a prudent direction given the current pedestrian use. An 8' facility could also be considered during final design should it fit with in the project constraints.



**City Council Agenda Item #14D**  
**Meeting of Sept. 16, 2019**

**Brief Description:** Resolution for the Excelsior Boulevard trail project

**Recommended Action:** Adopt the resolution

**Introduction**

The city's Trail Improvement Plan is a multi-year plan created to maintain and enhance the city's trail and sidewalk system within the city. This plan identifies new trails and walks to be added to the citywide system to provide connections between existing trails, parks, schools, and village center points of interest.

In recent years, the city embarked on a community wide envisioning process in which residents further identified the desire to prioritize construction of trails and sidewalks to safely connect the city. In response, council directed staff to further assist in this planning effort by revisiting the existing Trail Improvement Plan to combine past trail planning efforts with new considerations, and prioritize all unscheduled and unfunded trail segments currently identified within the city. Trail segments with top priorities have been included in the Capital Improvements Program (CIP).

In the fall of 2018, the city council adopted a new natural gas franchise fee and increased the city's electric franchise fee to provide a stable funding resource to finance the expansion of the trail system and street and sidewalk safety improvements. The new franchise fees became effective in January of this year and are a significant funding source for the Excelsior Boulevard trail project.

**Background**

The Trail Improvement Plan identified Excelsior Boulevard (CSAH 3), from Shady Oak Road to Kinsel Road, as a high priority corridor. Completing these trail segments allows connectivity to the Glen Lake Village Center, the future Shady Oak LRT Station, area churches, businesses and residential areas. In fall, 2018, staff began work on a feasibility study for the consideration of this proposed trail segment in coordination with Hennepin County, and other agency stakeholders.

The Excelsior Boulevard trail funding is included in the 2019-2023 CIP over two years, as follows:

- Kinsel Road to Caribou Drive
- Shady Oak Road to Baker Road



## **Proposed Improvements**

The improvements proposed include an 8-foot wide off-road multi-use bituminous trail on the south side of Excelsior Boulevard, from Kinsel Road to Caribou Drive and Shady Oak Road to Baker Road. This corridor is approximately 2 miles long and will connect the Shady Oak Station and Downtown Hopkins to the Glen Lake Village Center area.

Consideration was given to installation of the trail on both the north and south sides of the roadway. The trail is proposed along the south side of Excelsior Boulevard for a variety of reasons, including:

- The trail will connect to existing sidewalk/trail on both ends of the project, at Kinsel Road and Shady Oak Road, as well as utilize existing sidewalk/trail segments between Caribou Drive and Pioneer Road.
- A significantly greater number of destination points (churches, daycares, parks, businesses and future Shady Oak LRT Station) exist on the south side of the corridor.
- A trail along the south side of Excelsior Boulevard requires less retaining wall installation compared to a trail along the north side.
- There are limited sanitary sewer and watermain pipe conflicts along the south side of Excelsior Boulevard, as opposed to significant and costly impacts on the north side.

### Trail Sections

The trail is proposed to match the existing roadway with two different cross sections along the corridor. Generally, an eight foot wide bituminous trail is proposed to be installed with a four foot wide grass boulevard behind a new concrete curb and gutter. In constrained areas, an eight foot bituminous trail is proposed to be installed behind a two foot concrete clear/safety zone and new concrete curb and gutter. Grading, tree removal, and impacts to driveways and landscaping of adjacent properties are needed to construct these segments to meet Hennepin County standards; however, these two cross sections will minimize impacts to the greatest extent possible.

### Crosswalks & Medians

A preliminary review of the corridor was completed in coordination with Hennepin County to establish where new crosswalks will be located to improve pedestrian safety. Currently, signalized crossings or crosswalks are located at Baker Road and Shady Oak Road.

However, based on the preliminary review, new pedestrian crossings with medians are planned by Hennepin County at Kinsel Road, Glenview Drive, Woodridge Road and Fairview Avenue. These intersections have been identified due to the direct sidewalk connection to Glen Lake Elementary and Junction Park along with a County led safety improvement project, respectively.



The installation of medians will help calm traffic and shorten crossing distance for pedestrians and improve safety for all users. The median locations on the corridor were selected following county design review and to funnel pedestrians to crossing with facilities on both sides of Excelsior Boulevard.

Crosswalk locations will be further reviewed in detail during final design. Although not all intersections will include a marked crosswalk, Hennepin County is requiring that all intersections have curb ramps to accommodate pedestrians accessing the trail from streets to the north of Excelsior Boulevard.

### **Overhead Power Burial**

Staff has been working with Xcel Energy to finalize estimates for burying overhead power along Excelsior Boulevard. In an effort to coordinate the burial with the trail project, the overhead burial will be planned in advance of some of the trail work and in separate phases. Utility burial may require isolated areas of tree removal in conjunction with this work and ahead of the trail project contract award.

Contracts for the burying of overhead power will be presented to council for consideration at a future date.

### **Easements**

It is anticipated that both permanent and temporary easements will be required from 24 properties along Excelsior Boulevard. Most easements are needed in the trail section between Kinsel Road and Caribou Drive due to limited county right-of-way in this area.

At this time, staff has met directly with 15 properties to discuss potential impacts of the projects and meetings will continue as more detailed information is available during final design.

### **Public Input**

An informational meeting was held on May 30, 2019. In addition to the webpage notification of the meeting and an email to project subscribers, approximately 782 mailers were sent directly to residents and businesses in the area. Staff also presented the concept trail layout at a Hennepin County Bicycle Advisory Committee meeting on May 20, 2019.

Approximately 50 residents attended the meeting and staff presented a concept layout of the proposed trail project in a short presentation. Staff discussed how trail projects are intensive and disruptive to adjacent properties and that this project will require tree removal and impacts to properties including landscaping and driveways. Following the presentation and general questions, city and consultant staff provided an open house format to take one-on-one feedback from residents. Residents were generally very



supportive of the project. Since the open house, staff have met one on one with over 30 residents at 15 properties that are directly adjacent to the proposed trail.

At the meeting, staff further presented information on the different ways to stay informed during construction. Staff has been using various strategies to provide updates for other city projects, including signage, text alerts, email updates, citizen alerts, and newsletters.

A listing of resident questions and staff answers are included in the feasibility study.

### Estimated Project Costs and Funding

The total estimated trail construction cost, including engineering, administration, and contingency is \$4,750,000. The budget amount for the project, with the addition of overhead power burial, is shown below and is included in 2020 and 2021 of the 2019–2023 CIP.

Hennepin County has committed to funding a portion of the project with two separate grants from the Hennepin County Bikeway Participation program. Each grant will provide \$100,000 of funding, the maximum amount possible for this grant. A letter of support from Hennepin County is attached to this report.

	Budget Amount	Proposed Funding	Phase 1 (2020)	Phase 2 (2021)	Total Project Expense
Construction Costs			\$1,310,000	\$1,350,000	\$2,660,000
Contingencies – 10%			\$140,000	\$130,000	\$270,000
Easements			\$250,000	\$70,000	\$320,000
Engineering, Administration and Indirect Costs					\$500,000
Overhead Power Burial					\$1,000,000
Park and Trail Improvement Fund	\$2,150,000	\$2,150,000			
Hennepin County Grant	\$200,000	\$200,000			
Electric Franchise Fund	\$800,000	\$800,000			
Gas Franchise Fund	\$1,600,000	\$1,600,000			
<b>Total Budget</b>	<b>\$4,750,000</b>	<b>\$4,750,000</b>	<b>\$1,700,000</b>	<b>\$1,550,000</b>	<b>\$4,750,000</b>

### Schedule

If the recommended actions are approved by council, staff would begin developing the final plans this fall. The plans would then be brought to council for final approval this winter with the intention of having council consider bids and award a contract for Phase



1 in early spring, with construction proposed to likely begin in spring 2020. A contract for Phase 2 would then be ready for council to consider bids and award a contract in the spring of 2021, with construction beginning in early summer of the same year.

Although the trail segment from Kinsel Road to Caribou Drive is identified as the first segment for construction in the Capital Improvement Program (CIP), the segment from Shady Oak Road to Baker Road is proposed for construction first. This change is proposed to provide additional time to coordinate with the large number of property owner impacts from Kinsel Road to Caribou Drive and additional time to coordinate burial of overhead utilities with Xcel Energy in the same area.

### **Recommendation**

Adopt the attached resolution receiving the feasibility report, ordering the improvements, authorizing preparation of plans and specifications, and authorizing easement acquisition for the Excelsior Boulevard trail project No. S20206.

Submitted through:

Geralyn Barone, City Manager  
Kelly O'Dea, Recreation Director  
Phil Olson, PE, City Engineer  
Joel Merry, Acting Finance Director

Originated by:

Carol HejlStone, Park & Trail Planner



**Resolution No. 2019-**

**Resolution receiving Feasibility Report, ordering the improvements, authorizing preparation of Plans and Specifications, and authorizing Easement Acquisition for the Excelsior Blvd Trail Project No. S20206**

---

Be It Resolved by the City Council of the City of Minnetonka, Minnesota as follows:

Section 1. Background.

- 1.01. A feasibility report was prepared by and/or under the direction of the recreation department and the engineering department of the City of Minnetonka with reference to the proposed Excelsior Blvd Trail Project No. S20206.
- 1.02. This report was received by the City Council on September 16, 2019 with the project to be known as:  
  
Excelsior Blvd Trail, Project No. S20206.

Section 2. Council Action.

- 2.01. The feasibility report is hereby accepted and the preparation of plans and specifications are hereby authorized.
- 2.02. The proposed improvements are hereby ordered as proposed.
- 2.03. The city engineer is hereby designated as the engineer for this improvement. He may retain any professional help he deems necessary.
- 2.04. The city attorney, park & trail planner and the city engineer are hereby authorized to acquire necessary easements by negotiation or condemnation.

Adopted by the City Council of the City of Minnetonka, Minnesota, on September 16, 2019.

---

Brad Wiersum, Mayor

Attest:

---



Becky Koosman, City Clerk

Action on This Resolution:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

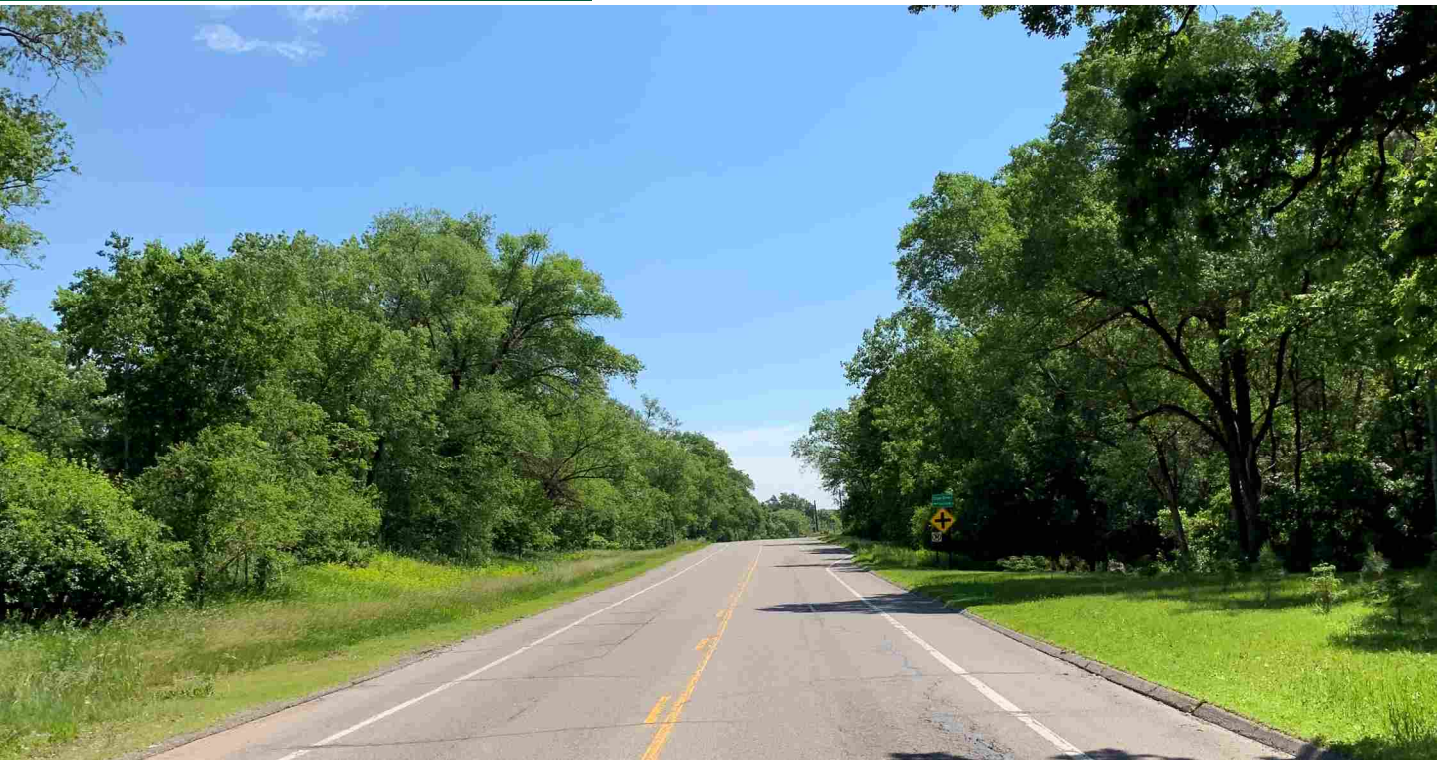
Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a duly authorized meeting held on September 16, 2019.

---

Becky Koosman, City Clerk





**Feasibility Report**

**Excelsior Boulevard (CSAH 3) Trail  
Kinsel Rd to Shady Oak Rd**

City of Minnetonka

City Project No. 20401

BMI Project No. T19.117429

**Submitted by:**

Bolton & Menk, Inc.  
12224 Nicollet Avenue  
Burnsville, MN 55337  
P: 952-890-0509  
F: 952-890-8065



**BOLTON  
& MENK**



# Certification

Feasibility Report

for

Excelsior Blvd (CSAH 3) Trail  
Kinsel Rd to Shady Oak Rd

City of Minnetonka  
Minnetonka, MN

City Project No. 20401

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

By:



Matthew R. Blazer, P.E.  
License No. 56110

Date: September 9, 2019

Reviewed By:



Michael J. Waltman, P.E.  
License No. 48696



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## Appendix

**Appendix A: Preliminary Cost Estimate**

**Appendix B: Figures**

**Appendix C: Neighborhood Meeting & Public Input**



## I. Executive Summary

### Background Information

The Excelsior Blvd (CSAH 3) Trail Project was initiated in Fall, 2018. The Excelsior Blvd trail construction is proposed in both the City of Minnetonka's Trail Improvement Plan, the Hennepin County 2040 Bicycle Transportation Plan, and Metropolitan Council's Regional Bicycle Transportation Network (RBTN) plan. The feasibility study and report have been completed to identify the infrastructure improvements needed in the proposed project area, define costs associated with the improvements, and document these findings for use by decision makers. This report will also be used as the basis for the final design component of the project.

### Proposed Improvements

The project proposes the addition of an 8' wide bituminous trail along the south side of Excelsior Blvd from Kinsel Road to Shady Oak Road. Proposed improvements include:

- Trail construction
- Concrete curb and gutter replacement/addition
- ADA improvements
- Retaining wall construction
- Drainage improvements
- Overhead power relocation (burial) and other private utility coordination

Proposed improvements are illustrated in figures found in Appendix B. The project is proposed to be constructed in two phases, a West Trail Segment and an East Trail Segment, from I-494 to Shady Oak Rd. Some public and private utility replacements, such as burial of overhead power, are anticipated to occur beginning spring of 2020.

### Estimated Costs & Proposed Funding

A summary of estimated project costs is shown below. The project will be funded by the City of Minnetonka as part of its Trail Improvement Plan through the park & trail fund, gas franchise fees, electric franchise fees, and grants from Hennepin County.

**Summary of Estimated Project Costs**

	PROPOSED FUNDING	WEST SEGMENT	EAST SEGMENT	TOTAL PROJECT EXPENSE
CONSTRUCTION COSTS		\$1,310,000	\$1,350,000	\$2,660,000
CONTINGENCIES		\$140,000	\$130,000	\$270,000
EASEMENTS		\$250,000	\$70,000	\$320,000
ENGINEERING, ADMINISTRATION AND INDIRECT COSTS				\$500,000
OVERHEAD POWER BURIAL				\$1,000,000
PARK AND TRAIL IMPROVEMENT FUND	\$2,150,000			
HENNEPIN COUNTY GRANT	\$200,000			
ELECTRIC FRANCHISE FUND	\$800,000			
GAS FRANCHISE FUND	\$1,600,000			
<b>TOTAL BUDGET</b>	<b>\$4,750,000</b>	<b>\$1,700,000</b>	<b>\$1,550,000</b>	<b>\$4,750,000</b>



## II. Project Introduction & Background

This report was authorized in September 2018 and examines the proposed pedestrian improvements along Excelsior Blvd from Kinsel Road to Shady Oak Road. The 2.0-mile corridor project area generally consists of single-family residential homes for 0.75 miles east of Kinsel Road and 0.60 miles between Pioneer Road and Fairview Ave. The remaining 0.65 miles consist primarily of commercial properties. Excelsior Blvd functions as a collector corridor to several single-family residential neighborhoods to the east and west, supplementing TH 7 to some degree. The project location is shown on Figure 1 below.

The project scope involves:

- Trail construction
- Concrete curb and gutter replacement/addition
- ADA improvements
- Retaining wall construction
- Drainage improvements
- Overhead power relocation (burial) and other private utility coordination

A topographic survey of the project area was completed in November 2018 to facilitate the evaluation of existing facility conditions. All public utilities within the project limits including watermain, sanitary sewer and storm sewer were inventoried in an effort to recommend appropriate adjustments or relocations where necessary.

Multiple preliminary design meetings were held with city staff to discuss needs and goals. Input from these meetings and the public were incorporated into the report recommendations.

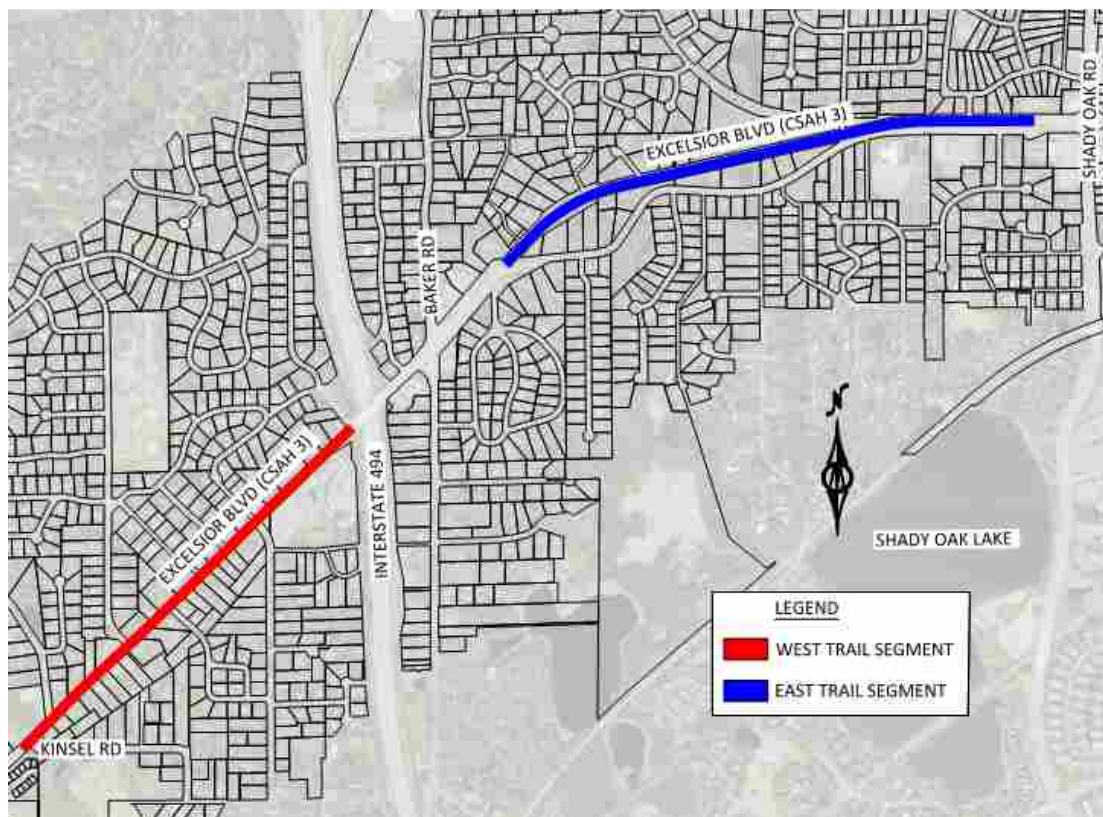


Figure 1: Project Area



### III. Existing Conditions

Existing conditions are shown in the upper window of Figures 2A-2L in Appendix B.

#### A. Streets

Excelsior Blvd is an existing bituminous street with varying width most noticeably in the shoulders of the road along the 2-mile long corridor. The corridor is currently a two-lane road with areas consisting of no curb, bituminous curb and concrete curb and gutter. Existing shoulder widths along the corridor range from 3 feet to 12.5 feet and there is no parking allowed on either side of the road. The average daily traffic (ADT) counts along Excelsior Blvd range from 9,900 near Shady Oak Rd to 11,000 west of Interstate 494. Speed limits along the project corridor vary between 40 mph – 45 mph.

Numerous trees are located along the corridor and within the right-of-way, particularly in the area of single-family residential homes between Kinsel Rd and Caribou Dr. The corridor is also partially wooded between Twin Haven Rd and Shady Oak Rd.

A report of geotechnical exploration and review will be completed as a part of the final design process.

#### B. Pedestrian and Bicycle Facilities

The City of Minnetonka has approximately 90 miles of existing sidewalk and trail. Some of these existing facilities are located within the project corridor. These areas include:

- Sidewalk along the south side of Excelsior, west of Kinsel Rd.
- Sidewalk along the north side of Excelsior, between Kinsel Rd and Woodridge Rd.
- Sidewalk along both the north and south sides of Excelsior, between Caribou Dr and Baker Rd.
- Trail along the south side of Excelsior, east of Kinsel Rd.
- Trail along the south side of Excelsior, between Baker Rd and Pioneer Rd.

Where applicable, it is proposed to utilize all existing pedestrian facilities, pending their condition and location within the corridor.

#### C. Storm Sewer

The existing storm sewer mainly consists of inlets either in the curb line or area drains in the roadside ditch along Excelsior Blvd and intersecting streets. These inlets transfer stormwater runoff to large trunk sewer main or through culverts into adjacent wetlands. Most of the project area has bituminous or concrete curb, but there are areas without curb that allow storm water to drain directly to adjacent low-lying areas and wetlands.

Two existing roadway drainage issues exist along Excelsior Blvd as brought to the city's attention during discussions with Hennepin County. On the north side of Excelsior Blvd between Prescott Drive and Crown Street, a curb cut in poor condition and a lack of longitudinal grade prevent proper drainage of the roadway. Secondly, on the south side of Excelsior Blvd about 350 feet northwest of Mayview Road, localized low points produced by flat or backward flowing curb grades causes shallow ponding in the roadway.

The existing conditions were analyzed for spread using State Aid for Local Transportation standards.

#### D. Sanitary Sewer

The existing sanitary sewer system is generally located outside of the roadway along the length of Excelsior Blvd. Manhole structure and pipe locations were inventoried during preliminary project layout and final design.



## E. Watermain

The existing watermain system is generally located outside of the roadway along the length of Excelsior Blvd. Gate valves, hydrants and pipe locations were inventoried during preliminary project layout and final design.

## IV. Proposed Improvements

Proposed conditions are shown in the lower window of Figures 2A-2L in Appendix B.

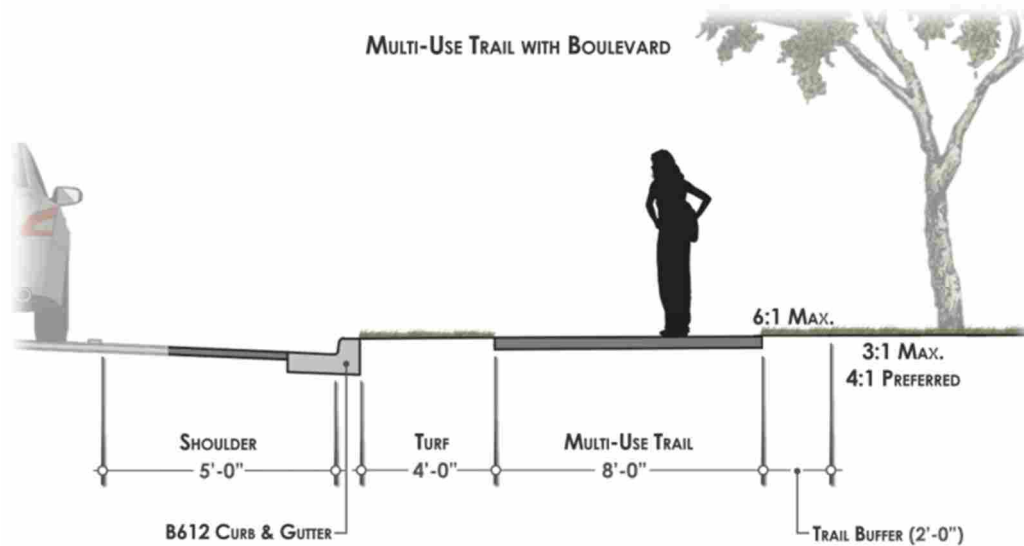


Figure 2: Example of Trail Typical Section

## A. Pedestrian and Bicycle Facilities

Multiple coordination meetings were held with Hennepin County Staff for the trail improvements. The project team discussed geometric requirements, safety improvements, funding, and coordinate any Hennepin County parallel projects on Excelsior Blvd. from these discussions City project staff were able to compile layouts from which Hennepin County staff were able to review and provided comments.

Consideration was given to the North and South side of Excelsior Blvd for the proposed trail improvements. Topographic survey was completed on both sides of the street and from that initial layouts and cost estimates were compiled for each side of the street. Project staff review the layouts for property impacts, safety, constructability, pedestrian routing, and cost.

An 8-foot-wide paved multi-use trail is proposed along the south side of Excelsior Blvd from Kinsel Rd to Shady Oak Rd. Consideration was given to installation of the trail on both the north and south sides of the roadway. The trail is proposed along the south side of Excelsior Blvd for a variety of reasons, including:

- The trail will connect to existing sidewalk/trail on both ends of the project, at Kinsel Rd and Shady Oak Rd, as well as utilize existing sidewalk/trail segments between Caribou Dr and Pioneer Rd.
- A trail along the south side of Excelsior Blvd requires a lesser amount of retaining wall to be constructed compared to the amount of wall necessary for a trail along the north side.
- There are no sanitary sewer or watermain pipe conflicts associated with a trail along



the south side of Excelsior Blvd, as opposed to several significant and expensive impacts on the north side.

- A significantly greater number of destination points (Churches, parks, businesses, and future Shady Oak LRT Station) on the south side of the corridor.
- Total project cost of the South Trail was less than that of the North Trail

The existing sidewalk/trail is proposed to remain west of Kinsel Rd, between Caribou Dr and Pioneer Rd and near Shady Oak Rd. This along with the proposed trail, will create a continuous link of pedestrian facilities between the Glen Lake neighborhood and the Hopkins/Minnetonka border. Existing facilities then enable access to the Shady Oak LRT Station, Downtown Hopkins, and the regional trail network.

The addition of a bituminous trail along the south side of Excelsior Blvd will widen the corridor's footprint between 4 and 14 feet. The driving lane on the south side of Excelsior is proposed to be narrowed to 11 feet and the shoulder is proposed to be constructed at the minimum of 5 feet to help mitigate the impacts from the addition of the trail. A 4-foot-wide grass boulevard is proposed between the back of curb and the trail where possible. In areas where conflicts can be avoided with a narrower boulevard, a 2-foot concrete maintenance friendly boulevard is proposed.

Conflicts with existing surface features have been identified including trees, landscaping and signage. These conflicts will be further evaluated during final design with the goal of minimizing such impacts. Preliminary limits of permanent and temporary easement have been identified in areas where trail construction and grading exceed the existing right-of-way (ROW).

## **B. Streets**

Minor roadway improvements are proposed to facilitate the addition of a trail along Excelsior Blvd, from Kinsel Rd to Shady Oak Rd. These improvements include:

1. The replacement and addition of concrete curb and gutter along the south side of the roadway.
2. Narrowing drive lanes to a standard 11-foot widths to accommodate the addition of trail.
3. Minimizing shoulder widths to accommodate the addition of trail and create a uniform shoulder width along the corridor.
4. The addition of pedestrian refuge medians and pedestrian ramps at key locations.
5. The addition of retaining walls to accommodate trail locations and minimize grading impacts to private property.
6. The reconfiguration of lanes in coordination with Hennepin County to allow for safety improvements including the addition of turn lanes and a median refuge at Fairview Avenue. Hennepin County has commented leading this improvement as a separate project.

Concrete curb and gutter is proposed to facilitate drainage, create a confined edge for bituminous pavement installation, and provide a safety barrier between the roadway and proposed pedestrian facilities. There is approximately 12,700 feet of concrete curb and gutter proposed to be either added or improved.

It is proposed that driving lanes and shoulders be narrowed to standard minimums to minimize the impacts of the surrounding landscape and create a uniform condition along the



corridor. Driving lanes will be minimized to 11 feet wide and shoulders will be minimized to 5 feet wide. All widths meet State Aid for Local Transportation Standards and have been confirmed by Hennepin County as appropriate. These proposed widths will accommodate a trail while providing adequate safety for drivers and pedestrians and traffic calming.

As part of final design, sight lines at all side streets will be confirmed to ensure safety. Adjustments will be made during final design to address any obstructions and ensure the proper sight lines are provided for vehicle and pedestrian safety.

### C. Crossing Improvements and Pedestrian Safety

Based on coordination with Hennepin County, the addition of several pedestrian refuge medians are proposed to facilitate movement across Excelsior Blvd. The refuges allow for, in most cases, the crossing distance of potential conflict points with vehicles and pedestrians to be halved. With a refuge median, pedestrians also only need to look for cars from one direction at a time, cross a shorter distance to the raised median of the refuge, rest if needed at the refuge space, and finally cross the second shortened distance across the Excelsior traffic lanes. The refuges were strategically placed on the corridor to funnel pedestrians to crossing with facilities on both sides of Excelsior Blvd. It is not recommended that pedestrians cross Excelsior Blvd at areas other than these pedestrian refuges and controlled intersections. Receiving ped ramps have been placed on the south side of Excelsior Blvd at all intersecting streets to get pedestrians off of the street sooner in the event that they choose to not follow this guidance. These pedestrian refuges are proposed to be constructed at Kinsel Rd, Glenview Rd, Woodridge Rd, and Fairview Ave.

Rectangular Rapid Flashing Beacons (RRFB), similar to that at the crossing of Woodhill Rd and Excelsior Blvd, were evaluated for use at all pedestrian refuges and are not recommended.

In addition to implementation of refuge medians, ADA compliant curb ramps are proposed at all T-intersections to provide access to the trail. While not being directed to do so via a striped crosswalk or facility from the north, if a pedestrian chose to cross at one of the lesser ideal side street locations, they will have a receiving location to cross the curb and get them off the shoulder on the south side of Excelsior Blvd.

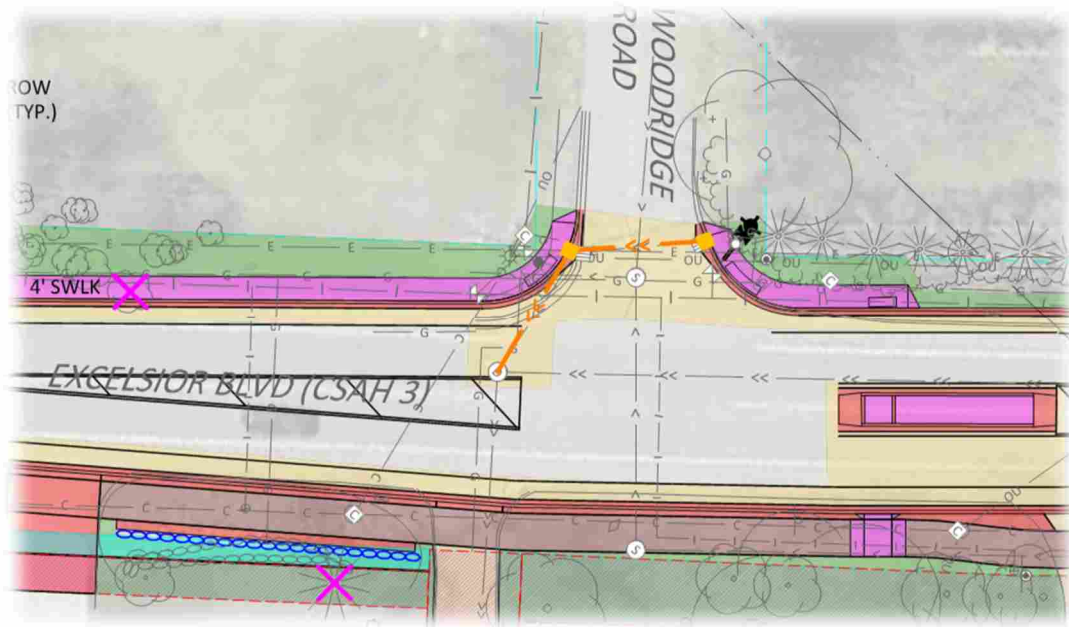


Figure 3: Pedestrian Refuge at Excelsior Blvd (CSAH 3) & Woodridge Rd



Crosswalks will not be striped as part of the project. Striping of crosswalks on a high speed, high volume roadway can lead to an increase in pedestrian/car crashes. Crosswalks are striped it leads to a false sense of safety for pedestrians. There is an increased risk of pedestrians stepping out into the lanes of traffic while a vehicle is approaching at a higher speed will not expect them and doesn't have the reaction time required to stop.

At the intersection of Excelsior Blvd and Fairview Ave it is proposed to reconfigure the lane design in accordance with Hennepin County's plan to add both right and left turn lanes as well as medians on the east and west side of the intersection. Hennepin county has proposed this work in response to a fatality at this intersection the previous year.

Proposed typical sections can be seen in Figures 2-4 in Appendix B.

#### **D. Storm Sewer**

A majority of the existing storm sewer network is not proposed to be modified. Storm sewer reconstruction will be required when geometric changes to the curb line deviate from the location of existing storm water inlets (see Appendix D). Only one of the four storm sewer outlets into the wetland between Excelsior Circle and Fairview Avenue on the south side of Excelsior Blvd (CSAH 3) are proposed to be reconstructed to minimize future maintenance and impacts to the wetlands. The construction of the trail along Excelsior Blvd (CSAH 3) will increase the land area that drains onto the roadway as well as increase the amount of impervious area along the corridor.

The number and spacing of inlets were analyzed under proposed conditions using the same State Aid for Local Transportation standards as the existing conditions.

If determined to be necessary during final design, wetland delineation and permitting will be obtained by design staff.

#### **E. Sanitary Sewer**

There are no proposed large-scale sanitary sewer work for this project. There are no conflicts with any sanitary sewer structures or pipe with the proposed trail construction and associated improvements along the south side of Excelsior Blvd. Sanitary sewer manhole cover heights will be adjusted as necessary to fit any grade changes needed for trail construction.

#### **F. Watermain**

One fire hydrant is proposed to be relocated from its existing location due to road widening for the addition of a median at Woodridge Rd. Valve box heights will be adjusted as necessary to fit any grade changes needed for trail construction. There are no other conflicts with any water structures or pipe with the proposed trail construction and associated improvements along the south side of Excelsior Blvd.

#### **G. Tree Impacts**

Based on the improvements proposed within this report, a number of trees, varying size, many of which have diameters less than 4 inches, are proposed to be removed. The estimated impacts are approximate and further attempts to save trees will also occur during the final design process and again during a field review prior to construction. Tree and shrub trimming to facilitate construction and protect the overall health of vegetation is also anticipated. Impacted trees can be seen in the Figures in Appendix B.

#### **H. Overhead Power Facilities**

Overhead power lines and poles located on the north and south sides of Excelsior Blvd are owned by Xcel Energy. In conjunction with the planned trail improvements along this roadway, Xcel Energy will be replacing their existing overhead system on the north and south sides of Excelsior Blvd with an underground system. All existing mainline and service wire will be buried underground throughout the project site. This work will be begin under city



permits by Xcel Energy as early as spring 2020 and continuing until complete. Coordination with Xcel Energy is currently underway regarding timing of this work. Additional tree impacts may occur related to this work but are unknown at this time.

### I. Street Signing

Signs that are found to be in conflict with the project improvements are proposed to be salvaged and relocated. Metro Transit has reviewed this corridor and may relocate some stop in coordination with the project.

## V. Public Informational Meeting

A public informational meeting was held on May 30, 2019 at the Minnetonka Community Center and was attended by approximately 30 residents and property owners that are affected by the improvements. Invitations to this meeting were sent to 782 nearby properties in an effort to inform as many people as possible about the project. A presentation was given by city staff outlining the preliminary scope and schedule of the project. Following the presentation an open question and answer session was conducted. Following group discussion, questions, and responses, city staff and consultants were available for individual detailed questions and an open review of the project layouts. Attendees were provided comment cards which are included in Appendix C.

## VI. Estimated Costs

Estimated construction costs presented in this report include a 10 percent contingency factor. Overhead costs have been approximated to include legal, engineering, administrative and fiscal costs.

Proposed construction costs for the Excelsior Blvd (CSAH 3) Trail are itemized in Appendix A and are summarized below. These cost estimates are based upon public construction cost information.

### Summary of Estimated Project Costs

	PROPOSED FUNDING	WEST SEGMENT	EAST SEGMENT	TOTAL PROJECT EXPENSE
CONSTRUCTION COSTS		\$1,310,000	\$1,350,000	\$2,660,000
CONTINGENCIES		\$140,000	\$130,000	\$270,000
EASEMENTS		\$250,000	\$70,000	\$320,000
ENGINEERING, ADMINISTRATION AND INDIRECT COSTS				\$500,000
OVERHEAD POWER BURIAL				\$1,000,000
PARK AND TRAIL IMPROVEMENT FUND	\$2,150,000			
HENNEPIN COUNTY GRANT	\$200,000			
ELECTRIC FRANCHISE FUND	\$800,000			
GAS FRANCHISE FUND	\$1,600,000			
<b>TOTAL BUDGET</b>	<b>\$4,750,000</b>	<b>\$1,700,000</b>	<b>\$1,550,000</b>	<b>\$4,750,000</b>

Funding is planned through a combination of funds from the Park and Trail Fund, Gas Franchise Fees, and Electric Franchise fees. The city has also been able to secure two \$100,000 Grants from Hennepin County for use on trail construction to be received in the year 2020 & 2021.



## VII. Right-of-Way / Easements / Permits

The proposed improvements will be constructed within the existing street right-of-way (ROW) along the corridor where possible. There are several areas, approximately 3,398 square-feet (SF), where permanent easement will need to be acquired. There are also areas where temporary easement will need to be acquired, approximately 23,113 square-feet, for grading purposes. Permit and easement needs will be verified during final design. A preliminary list of anticipated permits for construction of the improvements include:

- Minnesota Pollution Control Agency (NPDES Construction Stormwater)
- Hennepin County (Right of Way)
- Wetland Conservation Act Compliance

## VIII. Project Schedule

The following schedule is proposed for completion of the project:

Neighborhood Meeting .....	May 30, 2019
Presentation of Feasibility Report, Order Final Plans & Specifications .....	September 16, 2019
Final Design (East & West) .....	September 2019 – February 2020
Private Utility Relocation (East & West).....	November 2019 – April 2020
Present Final Plans / Authorize Ad for Bids (East) .....	February 2020
Open Bids (East).....	February 2020
Award Project (East).....	March 2020
Construction East Segment (I-494 – Shady Oak Road).....	April 2020
Authorize Ad for Bids (West).....	February 2021
Open Bids (West).....	February 2021
Award Project (West) .....	March 2021
Construction West Segment (Kinsel - I-494).....	April 2021

## IX. Feasibility and Recommendation

From an engineering standpoint, this project is feasible, cost effective, and necessary and can best be accomplished by letting competitive bids for the work. The city will have to determine the economic feasibility of the proposed improvements.



# Appendix A: Preliminary Cost Estimate



PRELIMINARY ENGINEER'S ESTIMATE  
 EXCELSIOR BLVD (CSAH 3) TRAIL PROJECT  
 CITY OF MINNETONKA  
 BMI PROJECT NO. T19.117429  
 C.P. 20401

ITEM NO.	MNDOT ITEM NO.	ITEM	NOTE	UNIT	ESTIMATED UNIT PRICE	PRELIMINARY ESTIMATED TOTAL					
						PHASE 1 (KINSEL RD TO I-494)		PHASE 2 (I-494 TO SHADY OAK RD)		TOTAL PROJECT	
						QUANTITY	COST	QUANTITY	COST	QUANTITY	COST
<b>TRAIL IMPROVEMENTS</b>											
1	2021.501	MOBILIZATION		LS	\$ 215,000.00	0.57	\$ 122,550	0.43	\$ 92,450	1.00	\$ 215,000
2	2012.601	TRAFFIC CONTROL		LS	\$ 108,000.00	0.57	\$ 61,560	0.43	\$ 46,440	1.00	\$ 108,000
3	2101.524	CLEAR & GRUB TREE		EA	\$ 350.00	38	\$ 13,300	66	\$ 23,100	104	\$ 36,400
4	2104.502	REMOVE SIGN		EA	\$ 50.00	2	\$ 100	3	\$ 150	5	\$ 250
5	2104.502	SALVAGE & REINSTALL MAILBOX		EA	\$ 150.00	20	\$ 3,000	1	\$ 150	21	\$ 3,150
6	2104.502	SALVAGE & REINSTALL SIGN		EA	\$ 200.00	15	\$ 3,000	14	\$ 2,800	29	\$ 5,800
7	2104.503	REMOVE CONCRETE CURB & GUTTER		LF	\$ 10.00	1000	\$ 10,000	200	\$ 2,000	1200	\$ 12,000
8	2104.503	SAWING BITUMINOUS PAVEMENT		LF	\$ 3.00	5600	\$ 16,800	7945	\$ 23,835	13545	\$ 40,635
9	2104.503	SAWING CONCRETE PAVEMENT		LF	\$ 5.00	200	\$ 1,000	0	\$ -	200	\$ 1,000
10	2104.504	REMOVE CONCRETE PAVEMENT		SY	\$ 11.00	800	\$ 8,800	0	\$ -	800	\$ 8,800
11	2104.504	REMOVE BITUMINOUS PAVEMENT		SY	\$ 5.00	4900	\$ 24,500	8225	\$ 41,125	13125	\$ 65,625
12	2104.618	BIG BLOCK RETAINING WALL		SF	\$ 80.00	1650	\$ 132,000	2900	\$ 232,000	4550	\$ 364,000
13	2105.507	COMMON EXCAVATION	(EV)(P)	CY	\$ 18.00	3000	\$ 54,000	3575	\$ 64,350	6575	\$ 118,350
14	2211.501	AGGREGATE BASE CLASS 5		TON	\$ 17.00	1300	\$ 22,100	1840	\$ 31,280	3140	\$ 53,380
15	2211.507	CLASS 2 AGGREGATE SURFACING		TON	\$ 50.00	0	\$ -	300	\$ 15,000	300	\$ 15,000
16	2231.504	3" BITUMINOUS DRIVEWAY		SY	\$ 45.00	1000	\$ 45,000	100	\$ 4,500	1100	\$ 49,500
17	2231.509	3" BITUMINOUS TRAIL		SY	\$ 25.00	2900	\$ 72,500	4300	\$ 107,500	7200	\$ 180,000
18	2231.604	BITUMINOUS STREET PATCH		SY	\$ 35.00	3000	\$ 105,000	3900	\$ 136,500	6900	\$ 241,500
19	2402.503	ORNAMENTAL RAILING		LF	\$ 145.00	450	\$ 65,250	1000	\$ 145,000	1450	\$ 210,250
20	2521.518	4" CONCRETE MEDIAN		SF	\$ 6.00	600	\$ 3,600	50	\$ 300	650	\$ 3,900
21	2521.518	6" CONCRETE DRIVEWAY		SF	\$ 8.00	3000	\$ 24,000	0	\$ -	3000	\$ 24,000
22	2521.518	4" CONCRETE SIDEWALK		SF	\$ 6.00	6800	\$ 40,800	4600	\$ 27,600	11400	\$ 68,400
23	2521.518	6" CONCRETE SIDEWALK (PED RAMP)		SF	\$ 18.00	2700	\$ 48,600	1700	\$ 30,600	4400	\$ 79,200
24	2531.503	B612 CURB & GUTTER		LF	\$ 18.00	4700	\$ 84,600	8900	\$ 160,200	13600	\$ 244,800
25	2531.503	CONCRETE V-CURB		LF	\$ 40.00	100	\$ 4,000	0	\$ -	100	\$ 4,000
26	2531.602	CONCRETE MEDIAN NOSE		EA	\$ 1,000.00	6	\$ 6,000	0	\$ -	6	\$ 6,000
27	2531.618	TRUNCATED DOMES		SF	\$ 60.00	500	\$ 30,000	240	\$ 14,400	740	\$ 44,400
28	2571.524	TREE (VARIOUS SPECIES)		EA	\$ 500.00	38	\$ 19,000	58	\$ 29,000	96	\$ 48,000
29	2573.501	STORM DRAIN INLET PROTECTION		EA	\$ 500.00	29	\$ 14,500	20	\$ 10,000	49	\$ 24,500
30	2573.502	SILT FENCE, TYPE MS		LF	\$ 5.00	1700	\$ 8,500	2700	\$ 13,500	4400	\$ 22,000
31	2574.507	TOPSOIL	(LV)	CY	\$ 45.00	900	\$ 40,500	1013	\$ 45,583	1913	\$ 86,083
32	2575.502	RAPID STABILIZATION METHOD 3 (W/SEED)		SY	\$ 1.50	600	\$ 900	7275	\$ 10,913	7875	\$ 11,813
33	2575.504	SOD		SY	\$ 7.00	4500	\$ 31,500	400	\$ 2,800	4900	\$ 34,300
34	2582.503	4" SOLID LINE MULTI-COMPONENT (YELLOW)		LF	\$ 1.00	200	\$ 200	0	\$ -	200	\$ 200
35	2582.503	4" SOLID LINE MULTI-COMPONENT (WHITE)		LF	\$ 1.00	7700	\$ 7,700	9000	\$ 9,000	16700	\$ 16,700
36	2582.503	4" BROKEN LINE MULTI-COMPONENT (YELLOW)		LF	\$ 1.00	200	\$ 200	1400	\$ 1,400	1600	\$ 1,600
37	2582.503	4" BROKEN LINE MULTI-COMPONENT (WHITE)		LF	\$ 1.00	200	\$ 200	0	\$ -	200	\$ 200
38	2582.503	4" DOUBLE SOLID YELLOW EPOXY		LF	\$ 1.50	4200	\$ 6,300	2900	\$ 4,350	7100	\$ 10,650
39	2582.503	24" SOLID LINE MULTI-COMPONENT (YELLOW)		LF	\$ 13.00	200	\$ 2,600	0	\$ -	200	\$ 2,600
40	2582.618	PAVEMENT MARKING		SF	\$ 16.00	100	\$ 1,600	120	\$ 1,920	220	\$ 3,520
<b>Subtotal</b>							\$ 1,135,760		\$ 1,329,725		\$ 2,465,485
<b>15% CONTINGENCY</b>							\$ 170,364		\$ 199,459		\$ 369,823
<b>TRAIL IMPROVEMENT TOTALS</b>							\$ 1,307,000		\$ 1,530,000		\$ 2,836,000
<b>STORM SEWER IMPROVEMENTS</b>											
41	2104.502	REMOVE DRAINAGE STRUCTURE		EA	\$ 550.00	8	\$ 4,400	5	\$ 2,750	13	\$ 7,150
42	2104.503	REMOVE STORM PIPE		EA	\$ 15.00	200	\$ 3,000	300	\$ 4,500	500	\$ 7,500
43	2506.502	STORM SEWER CASTING		EA	\$ 1,000.00	14	\$ 14,000	6	\$ 6,000	20	\$ 20,000
44	2503.503	STORM SEWER PIPE		LF	\$ 65.00	700	\$ 45,500	300	\$ 19,500	1000	\$ 65,000
45	2506.502	STORM SEWER CATCH BASIN		EA	\$ 1,500.00	11	\$ 16,500	4	\$ 6,000	15	\$ 22,500
46	2506.502	STORM SEWER MANHOLE		EA	\$ 2,500.00	1	\$ 2,500	2	\$ 5,000	3	\$ 7,500
47	2506.502	STORM FEES		EA	\$ 1,500.00	0	\$ -	1	\$ 1,500	1	\$ 1,500
48	2506.602	CONNECT TO EXISTING STORM SEWER		EA	\$ 1,200.00	9	\$ 10,800	2	\$ 2,400	11	\$ 13,200
49	2506.602	ADJUST STORM SEWER CASTING		EA	\$ 550.00	7	\$ 3,850	3	\$ 1,650	10	\$ 5,500
50	2506.602	RECONSTRUCT STORM SEWER MANHOLE		EA	\$ 1,500.00	2	\$ 3,000	0	\$ -	2	\$ 3,000
<b>Subtotal</b>							\$ 103,550		\$ 49,300		\$ 152,850
<b>10% CONTINGENCY</b>							\$ 10,355		\$ 4,930		\$ 15,285
<b>STORM SEWER TOTALS</b>							\$ 114,000		\$ 55,000		\$ 169,000
<b>SANITARY SEWER IMPROVEMENTS</b>											
51	2506.602	SANITARY SEWER CASTING		EA	\$ 1,000.00	3	\$ 3,000	0	\$ -	3	\$ 3,000
52	2506.602	ADJUST SANITARY SEWER CASTING		EA	\$ 550.00	9	\$ 4,950	1	\$ 550	10	\$ 5,500
53	2506.602	RECONSTRUCT SANITARY SEWER MANHOLE		EA	\$ 1,500.00	3	\$ 4,500	0	\$ -	3	\$ 4,500
<b>Subtotal</b>							\$ 12,450		\$ 550		\$ 13,000
<b>10% CONTINGENCY</b>							\$ 1,245		\$ 55		\$ 1,300
<b>SANITARY SEWER TOTALS</b>							\$ 14,000		\$ 1,000		\$ 15,000
<b>WATERMAIN IMPROVEMENTS</b>											
54	2104.503	REMOVE WATERMAIN		LF	\$ 10.00	10	\$ 100	0	\$ -	10	\$ 100
55	2104.502	REMOVE HYDRANT		EA	\$ 500.00	1	\$ 500	0	\$ -	1	\$ 500
56	2504.603	LOWER HYDRANT		EA	\$ 2,000.00	2	\$ 4,000	0	\$ -	2	\$ 4,000
57	2504.603	HYDRANT EXTENSION		EA	\$ 500.00	5	\$ 2,500	0	\$ -	5	\$ 2,500
58	2504.602	CONNECT TO EXISTING WATERMAIN		EA	\$ 1,500.00	1	\$ 1,500	0	\$ -	1	\$ 1,500
59	2504.503	8" DIP WMIN		LF	\$ 50.00	10	\$ 500	0	\$ -	10	\$ 500
60	2504.608	DUCTILE IRON WATERMAIN FITTINGS		LB	\$ 20.00	40	\$ 800	0	\$ -	40	\$ 800
61	2504.602	HYDRANT		EA	\$ 5,500.00	1	\$ 5,500	0	\$ -	1	\$ 5,500
62	2504.602	6" GATE VALVE & BOX		EA	\$ 1,700.00	1	\$ 1,700	0	\$ -	1	\$ 1,700
63	2504.602	ADJUST VALVE BOX		EA	\$ 400.00	11	\$ 4,400	1.00	\$ 400	12	\$ 4,800
64	2504.602	ADJUST CURB STOP		EA	\$ 500.00	19	\$ 9,500	1.00	\$ 500	20	\$ 10,000
<b>WATERMAIN SUBTOTAL</b>							\$ 31,000		\$ 900		\$ 31,900
<b>10% CONTINGENCY</b>							\$ 3,100		\$ 90		\$ 3,190
<b>WATERMAIN TOTALS</b>							\$ 35,000		\$ 1,000		\$ 36,000
<b>EASEMENT ACQUISITIONS</b>											
65		EASEMENT		LS	\$ 290,000.00	0.80	\$ 232,000	0.20	\$ 58,000	1.00	\$ 290,000
<b>Subtotal</b>							\$ 232,000		\$ 58,000		\$ 290,000
<b>10% CONTINGENCY</b>							\$ 23,200		\$ 5,800		\$ 29,000
<b>EASEMENT ACQUISITION TOTALS</b>							\$ 256,000		\$ 64,000		\$ 320,000
<b>SUBTOTAL</b>							\$ 1,515,000		\$ 1,439,000		\$ 2,954,000
<b>10% CONTINGENCY</b>							\$ 152,000		\$ 144,000		\$ 296,000
<b>ESTIMATED CONSTRUCTION COST</b>							\$ 1,667,000		\$ 1,583,000		\$ 3,249,000
<b>ENGINEERING &amp; ADMINISTRATION</b>							\$ 255,000		\$ 245,000		\$ 500,000
<b>OVERHEAD UTILITY BURIAL</b>							\$ 800,000		\$ 200,000		\$ 1,000,000
<b>TOTAL ESTIMATED PROJECT COST</b>							\$ 2,722,000		\$ 2,028,000		\$ 4,749,000

NOTES:  
 (P) PLAN QUANTITY  
 (EV) EXCAVATED VOLUME  
 (CV) COMPACTED VOLUME  
 (LV) LOOSE VOLUME

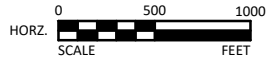


## Appendix B: Figures



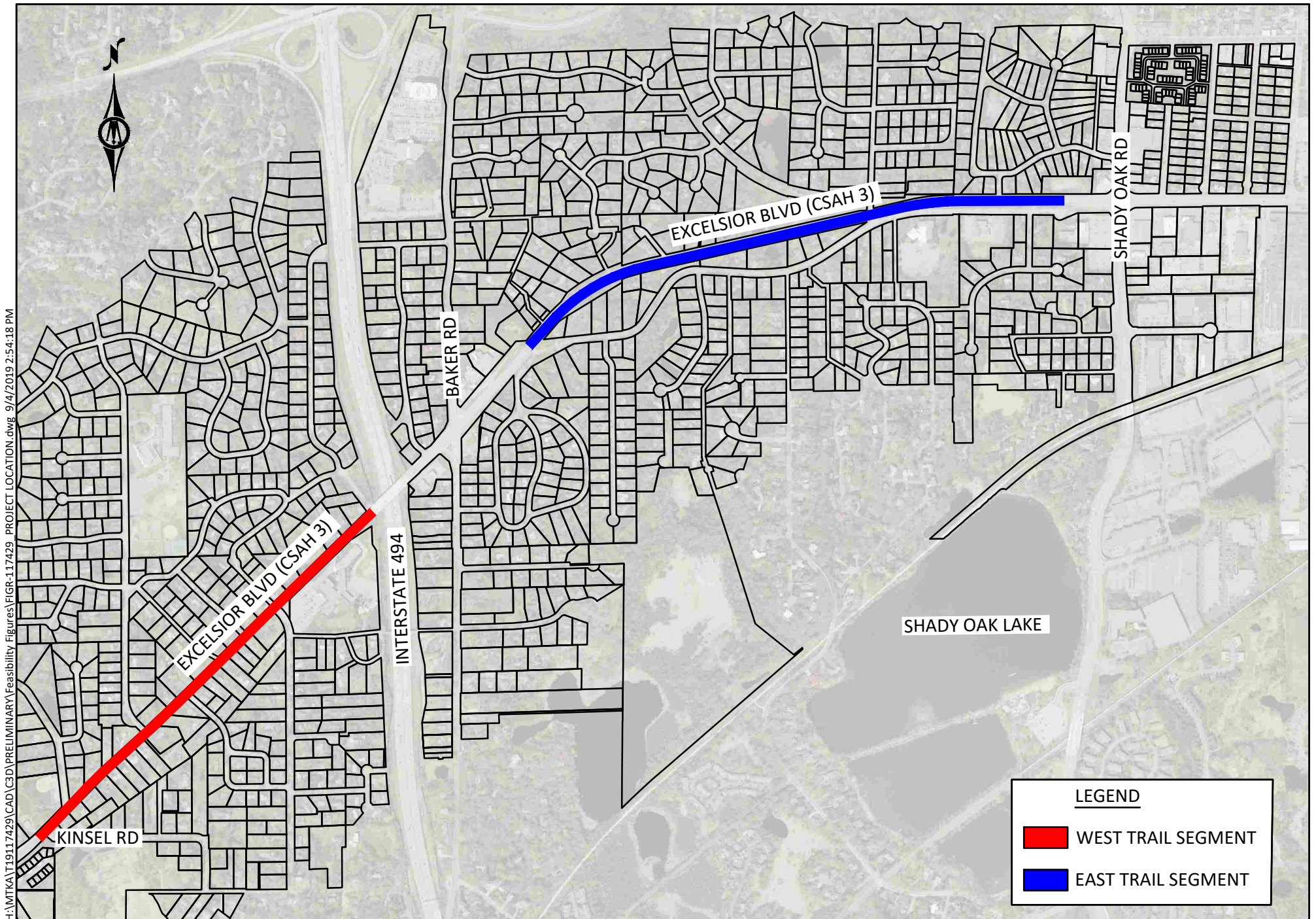
# 2020 Excelsior Blvd (CSAH 3) Trail

City of Minnetonka





## Figure 1: Project Location

June 2019



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**LEGEND**

-  WEST TRAIL SEGMENT
-  EAST TRAIL SEGMENT



## EXISTING FEATURES

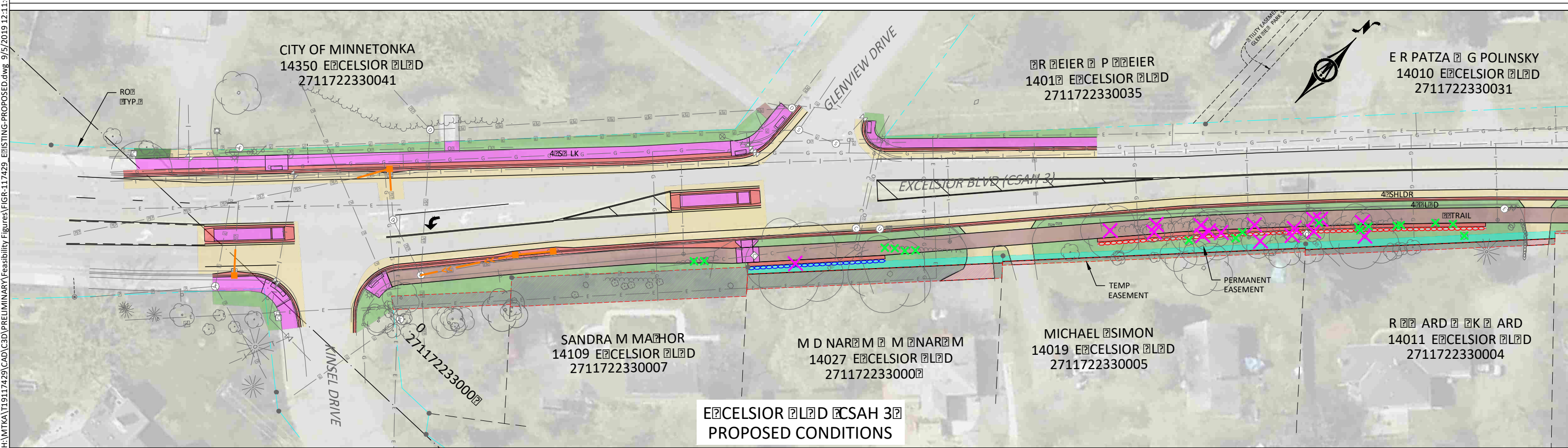
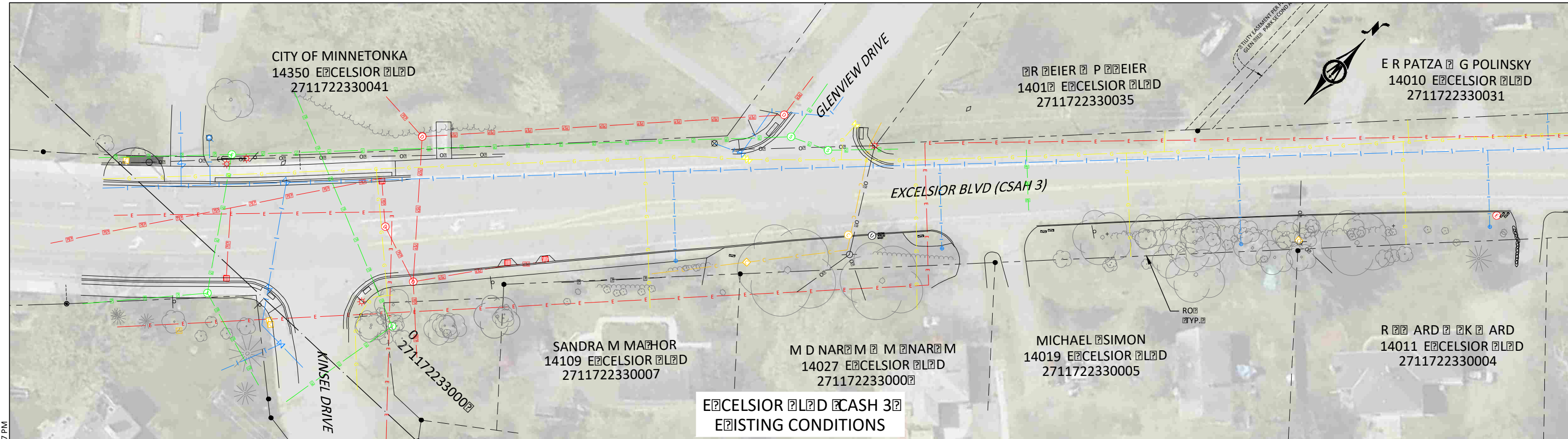
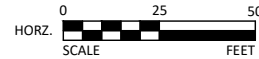
EXISTING	
	EXISTING MINOR'S EDGE
	CONCRETE EDGE
	CONCRETE CURB
	GRAVEL EDGE
	RIGHT-OF-WAY
	SANITARY SEWER
	SANITARY MANHOLE
	STORM SEWER
	STORM MANHOLE
	STORM CATCH BASIN
	WATERMAIN
	HYDRANT
	GATE VALVE
	UNDERGROUND FIBER OPTIC
	UNDERGROUND ELECTRIC
	UNDERGROUND GAS
	UNDERGROUND COMMUNICATION
	OVERHEAD ELECTRIC
	OVERHEAD COMMUNICATIONS
	OVERHEAD UTILITY

## PROPOSED FEATURES

PROPOSED	
	EXISTING MINOR'S PAVEMENT
	EXISTING MINOR'S TRAIL
	CONCRETE PAVEMENT DRAINAGE/CURB DETAIL
	PROPOSED CONCRETE WALK / PEDESTRIAN RAMP
	PROPOSED TURF
	POTENTIAL PERMANENT EASEMENT
	POTENTIAL TEMPORARY EASEMENT
	STORM MANHOLE
	STORM CATCH BASIN
	STORM SEWER
	SETBACK DELINEATION
	TREE REMOVAL
	SHRUB / SMALL TREE REMOVAL
	PROPOSED CUT RETAINING WALL
	PROPOSED FILL RETAINING WALL

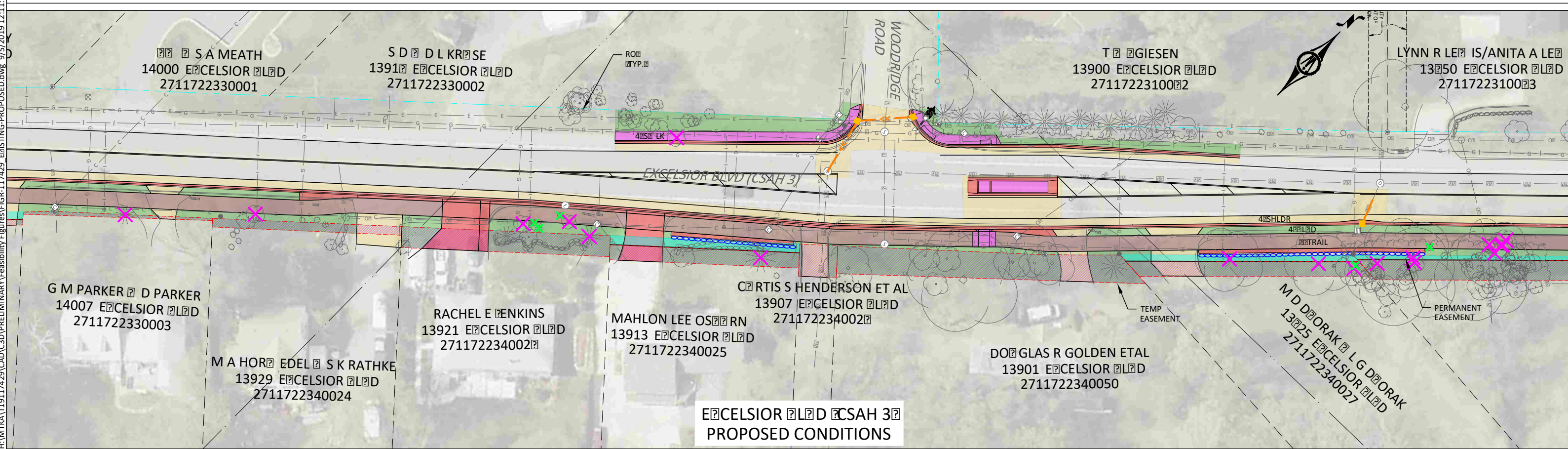
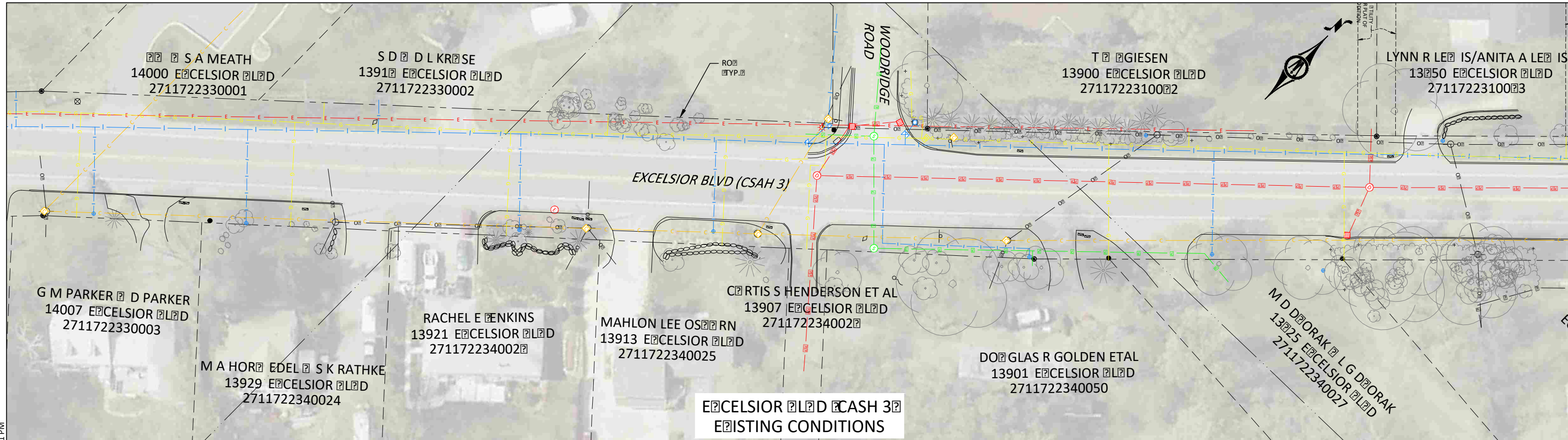
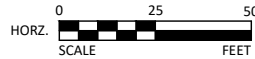
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	EXISTING MINOR'S
	CONCRETE
	CONCRETE CURB
	GRAVEL
	RIGHT-OF-WAY
	SANITARY SEWER
	SANITARY MANHOLE
	STORM SEWER
	STORM MANHOLE
	STORM CATCH BASIN
	WATERMAIN
	HYDRANT
	GATE VALVE
	UNDERGROUND FIBER OPTIC
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	OVERHEAD ELECTRIC
	OVERHEAD COMMUNICATIONS
	OVERHEAD UTILITY





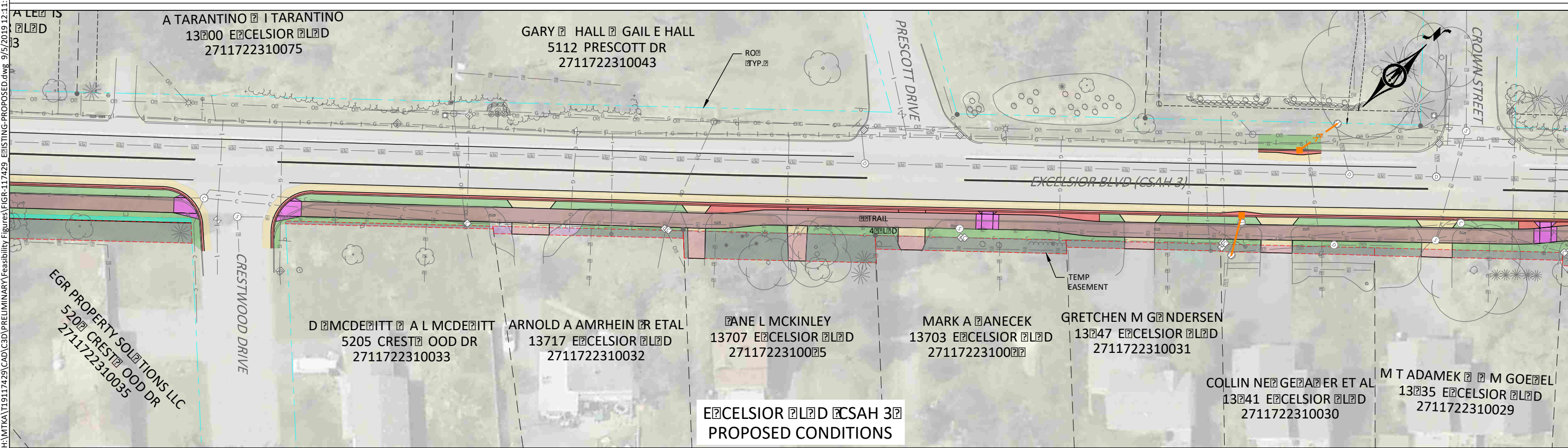
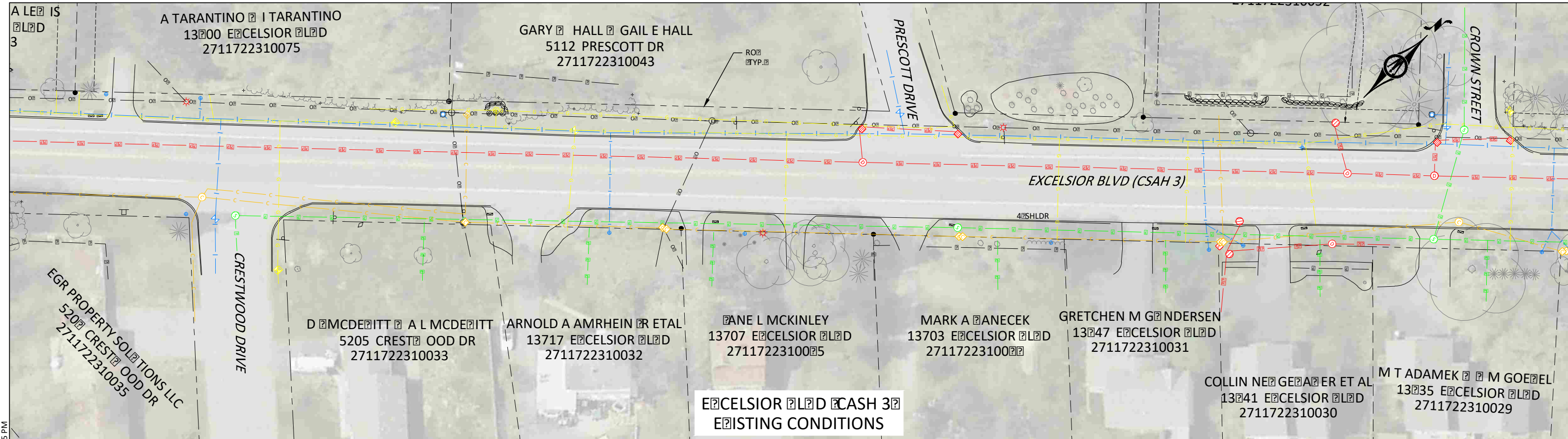
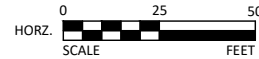
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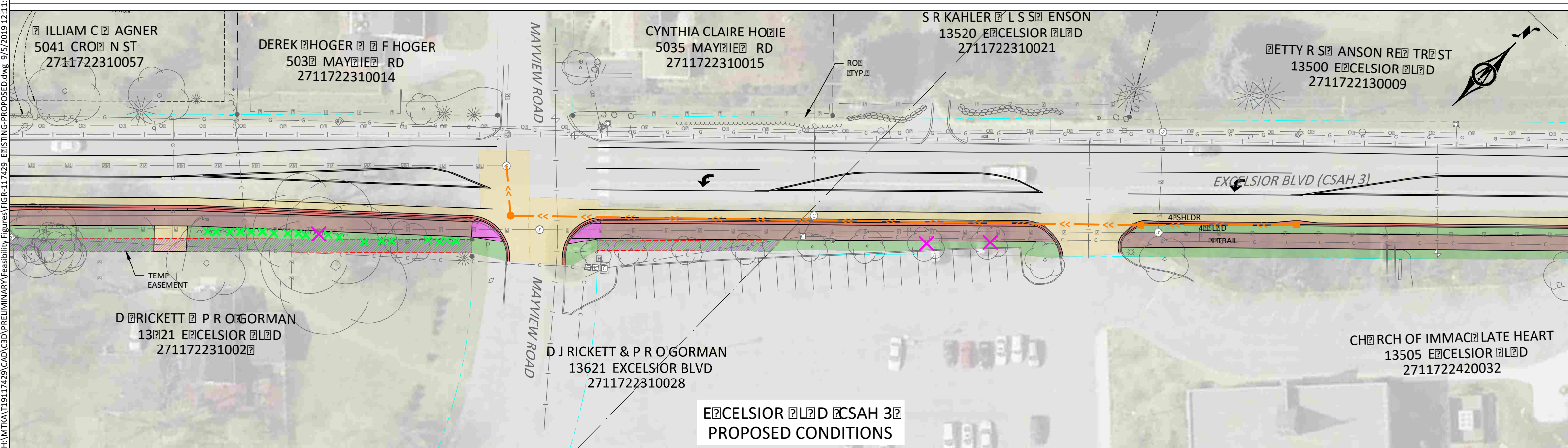
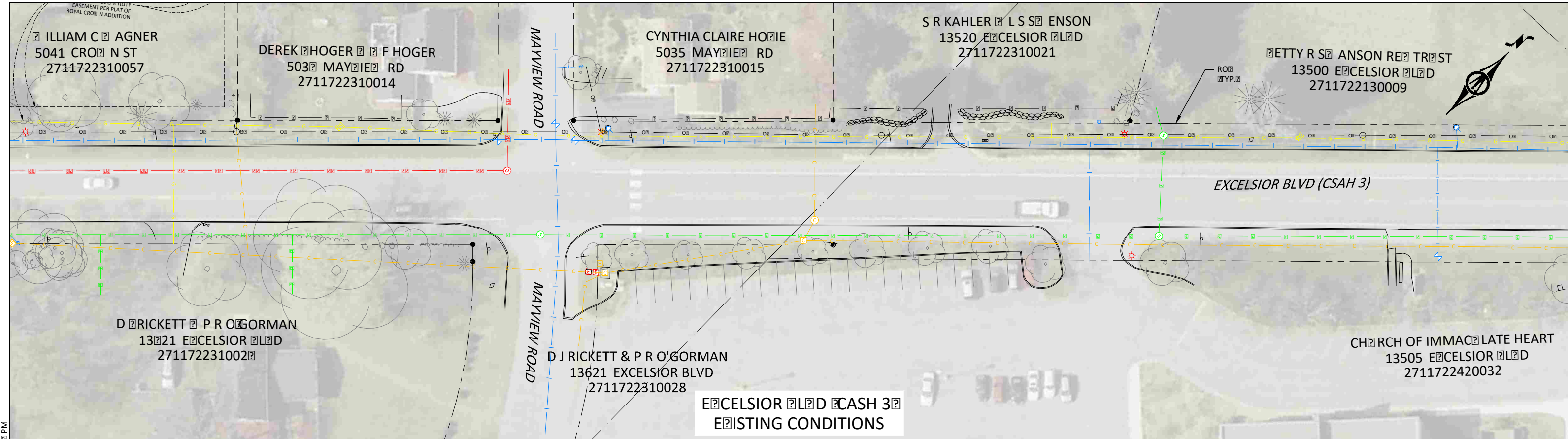
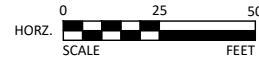
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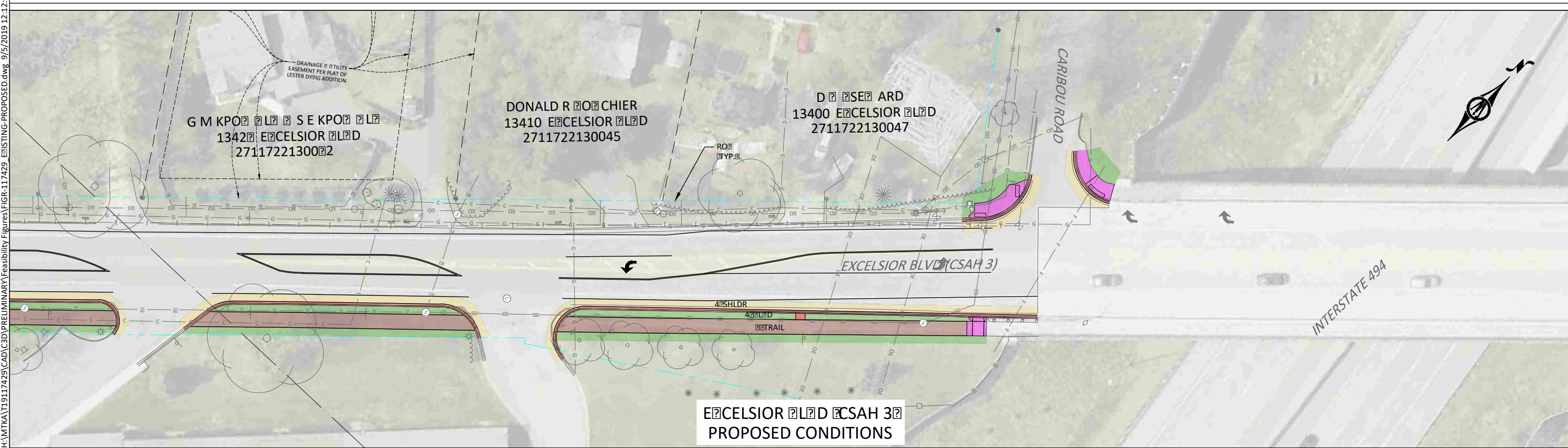
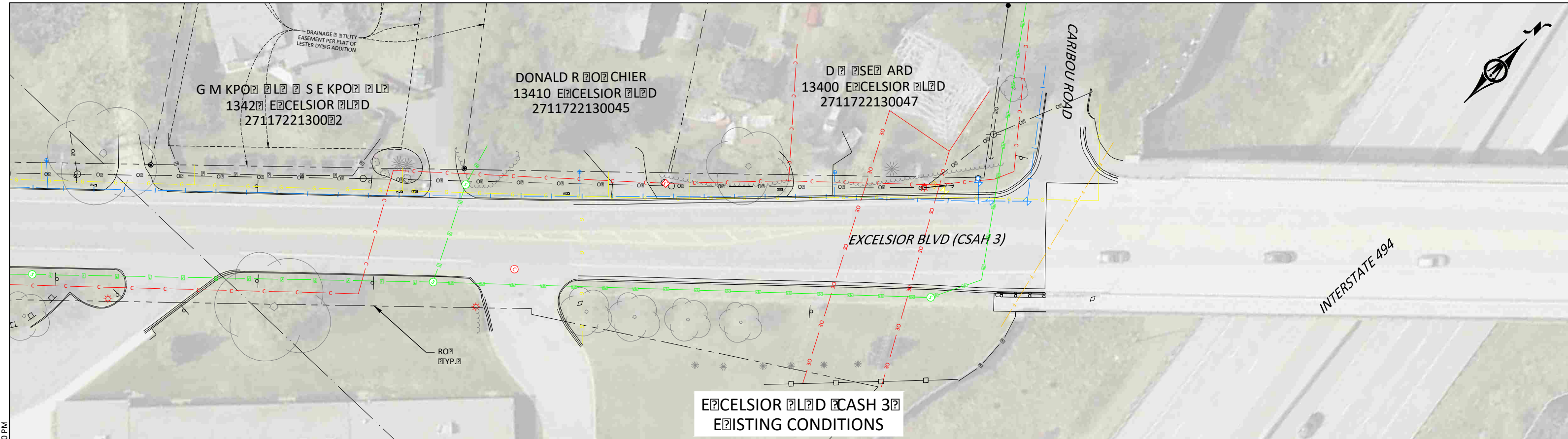
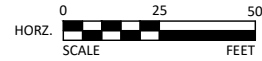
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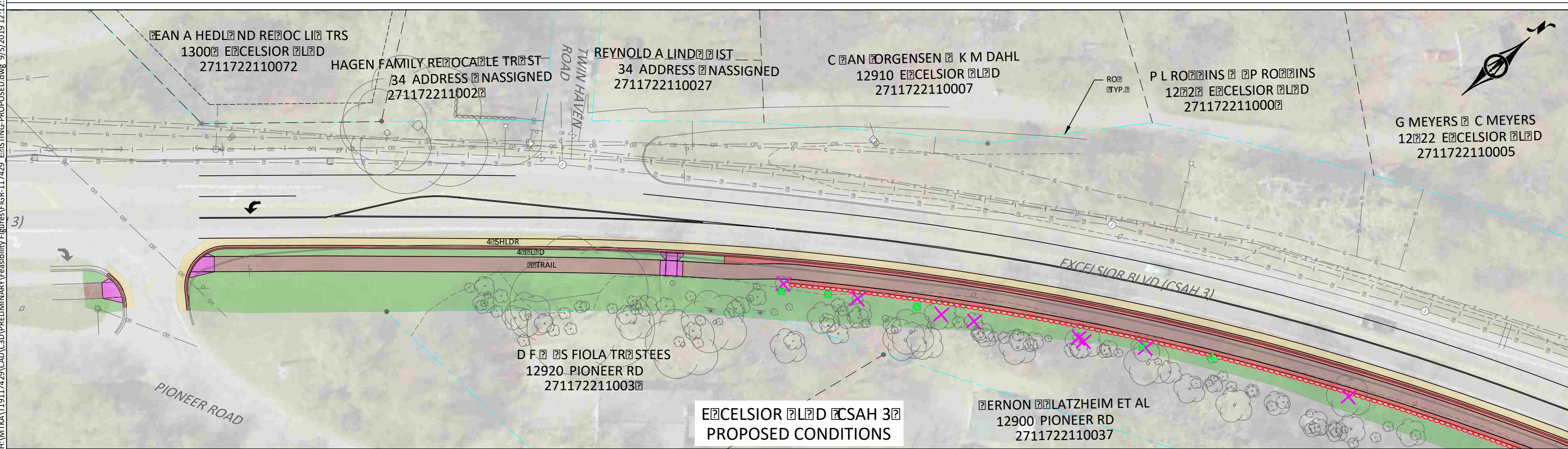
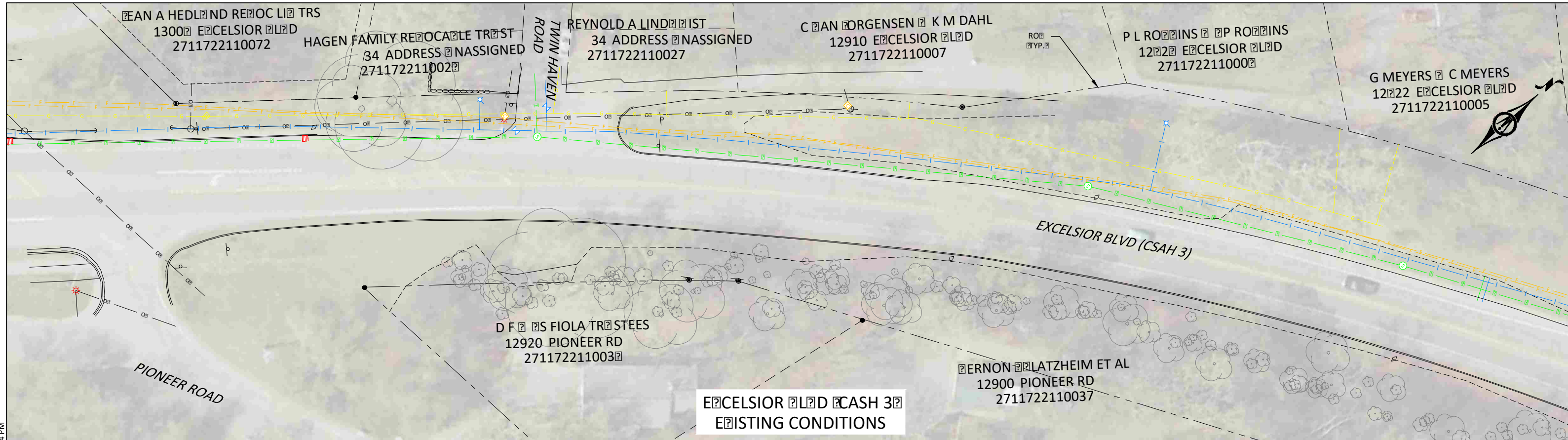
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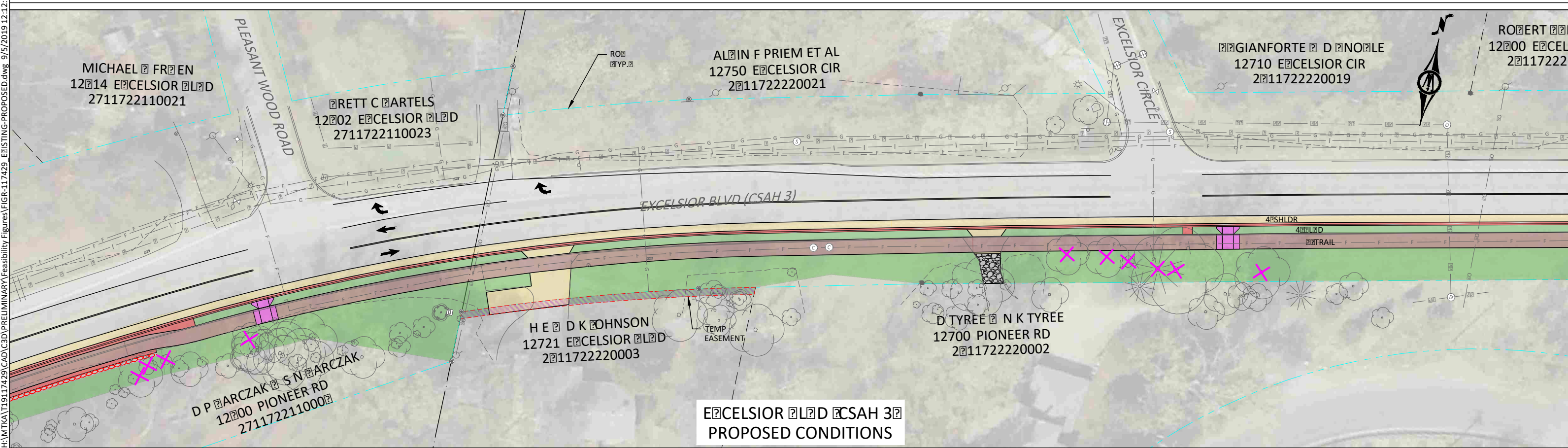
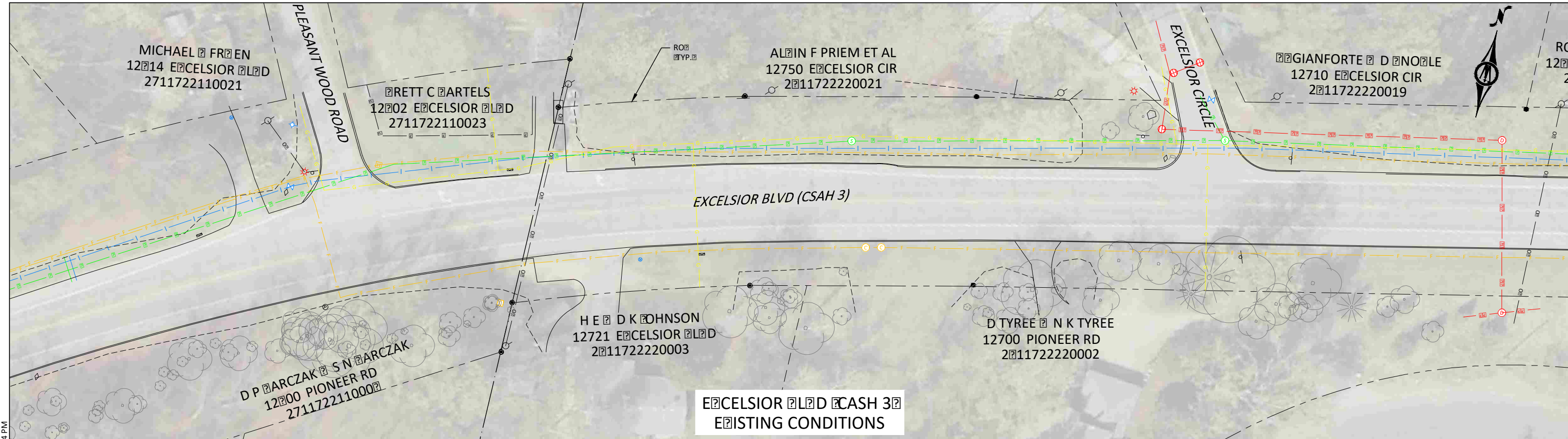
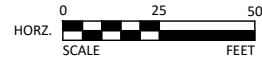
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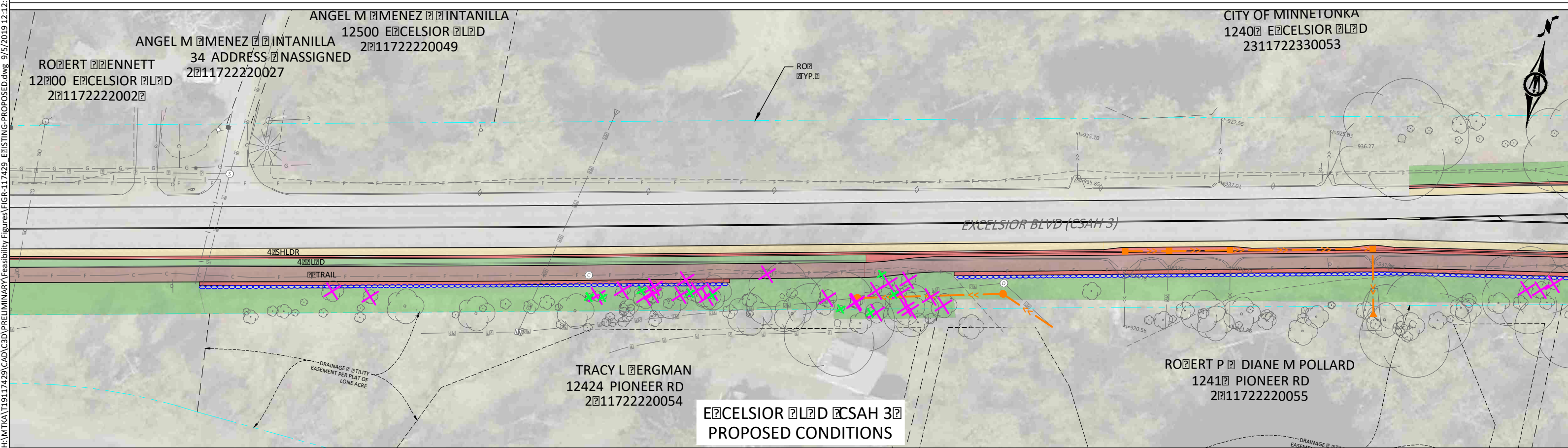
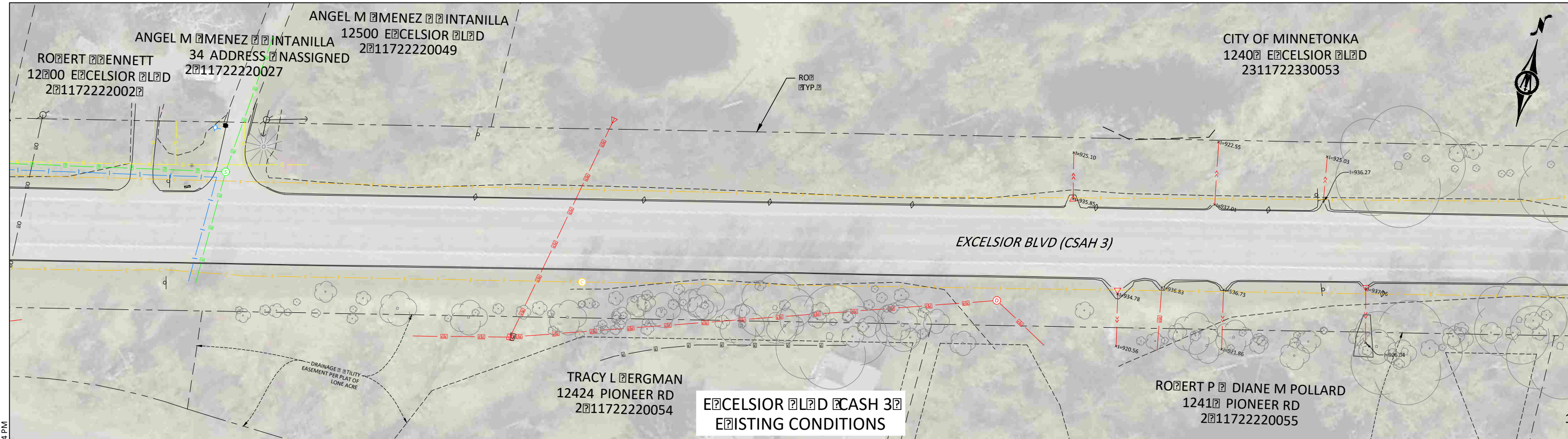
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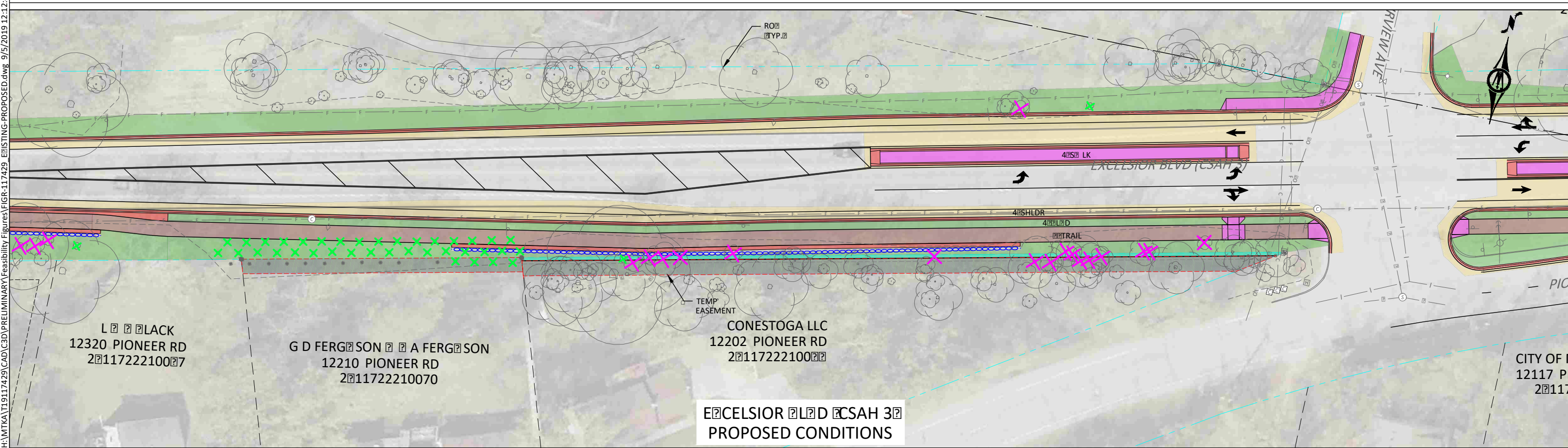
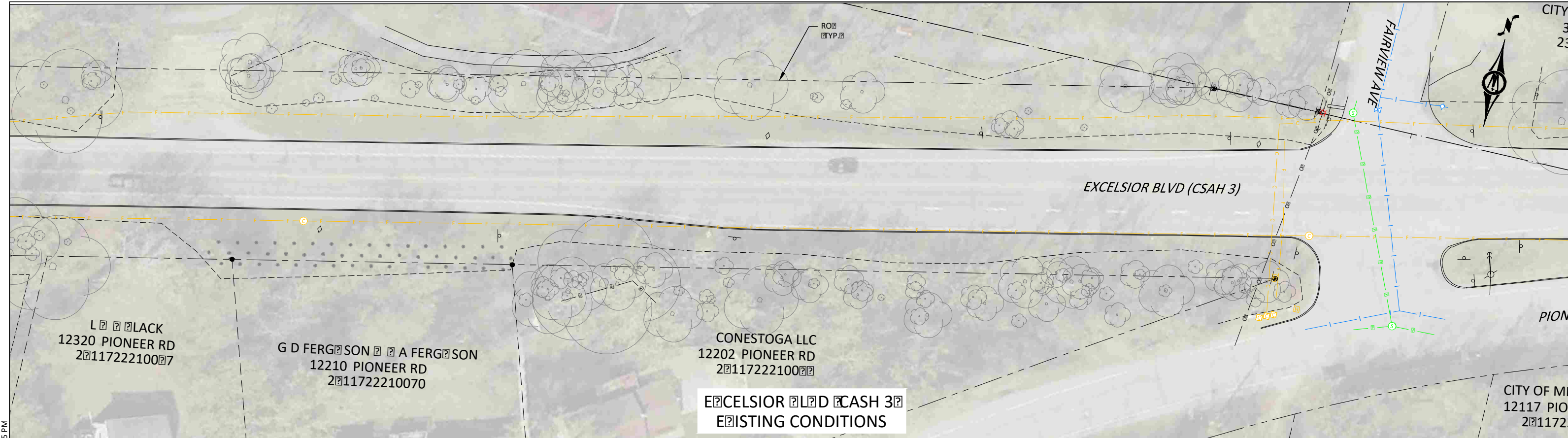
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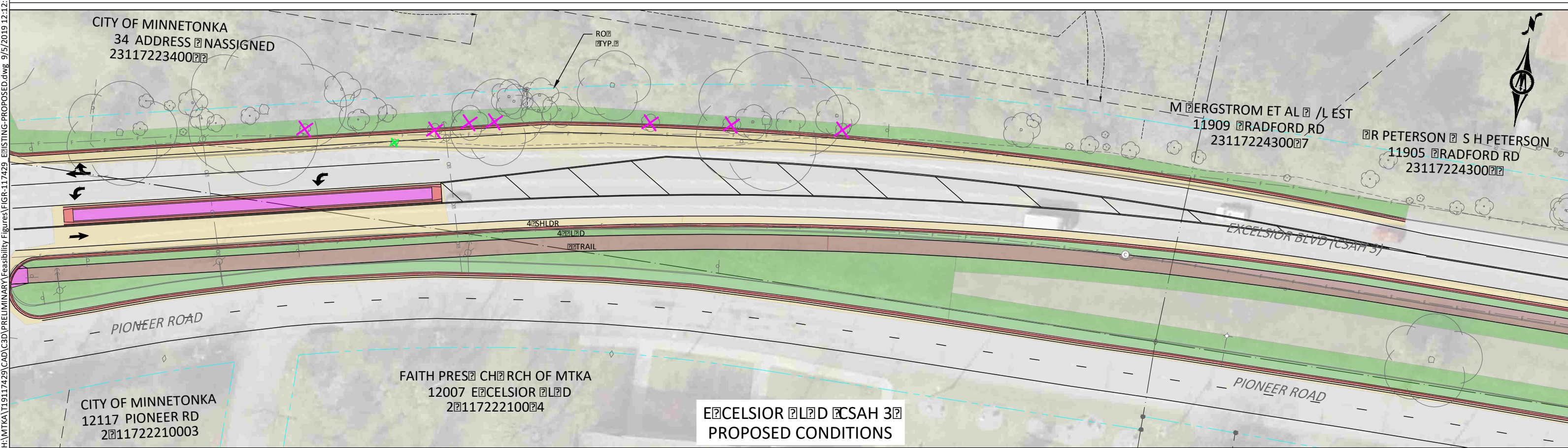
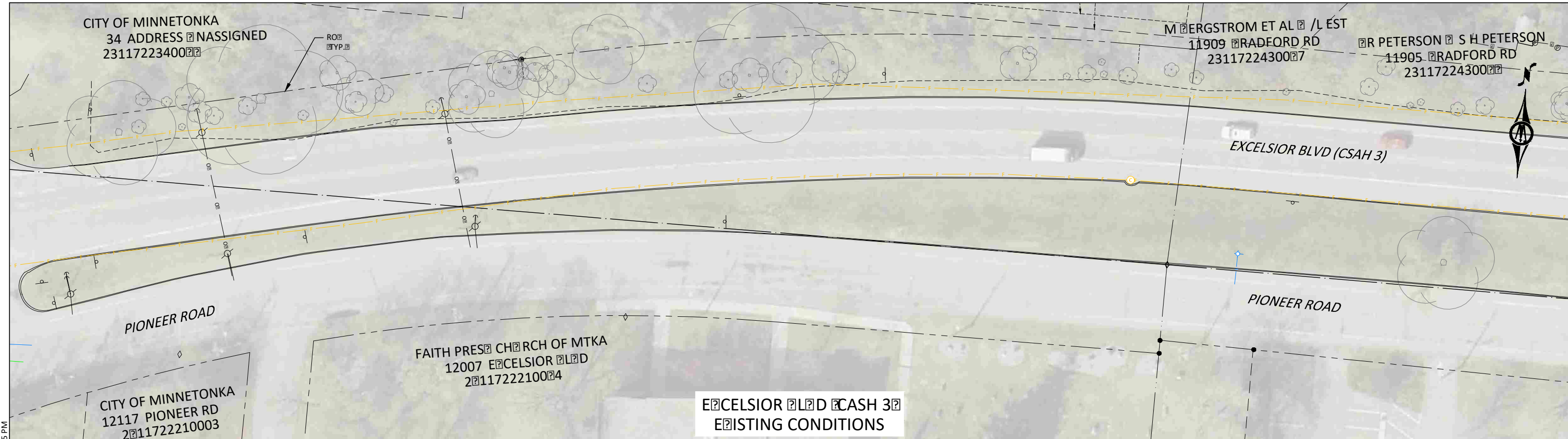
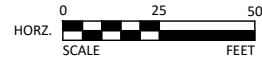
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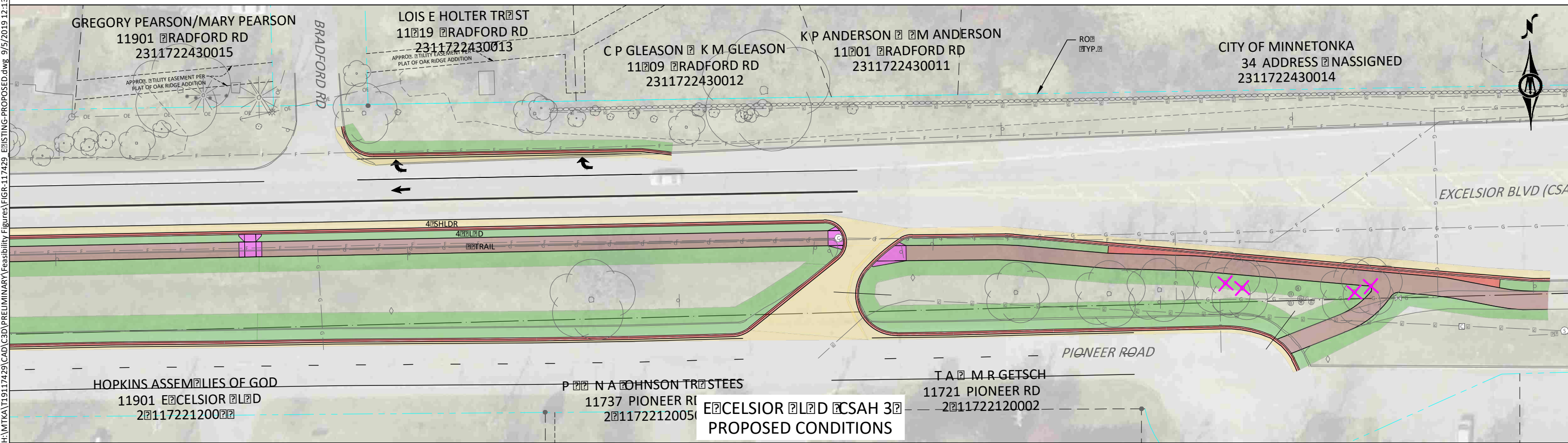
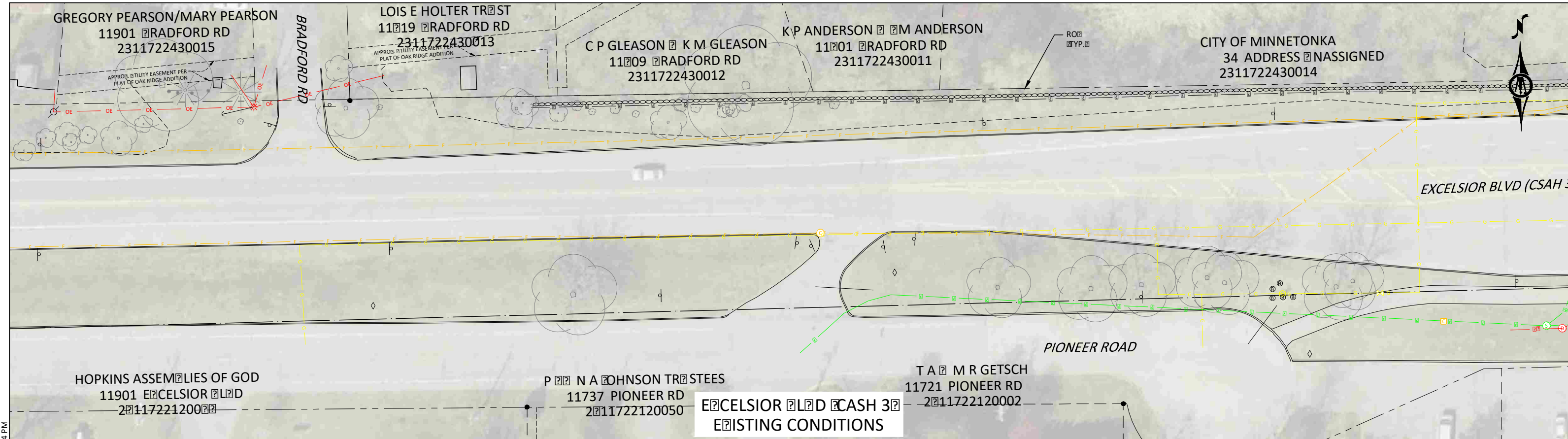
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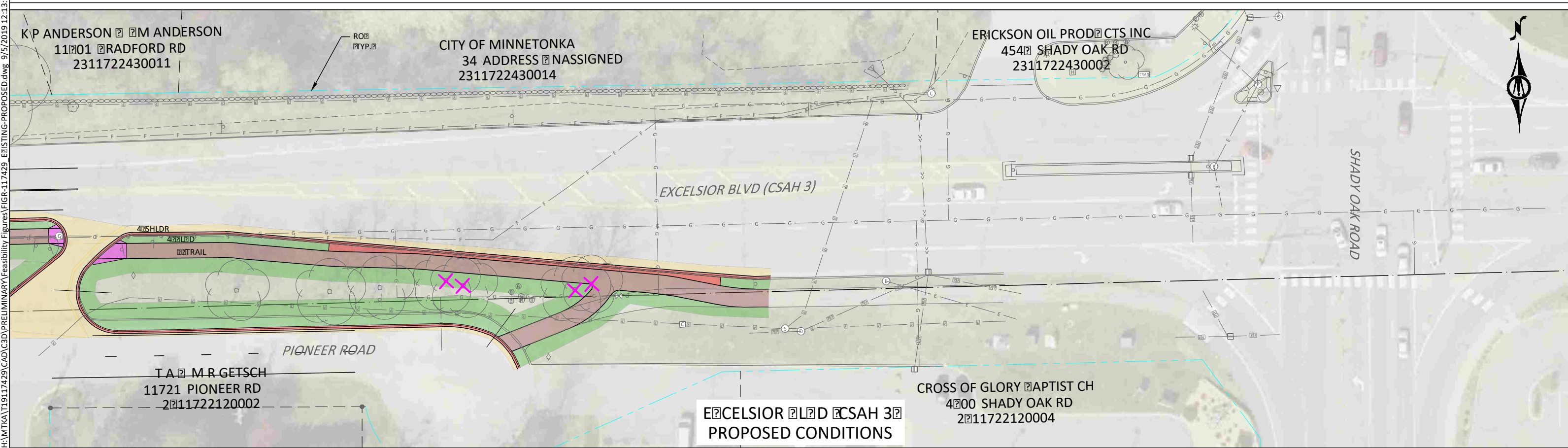
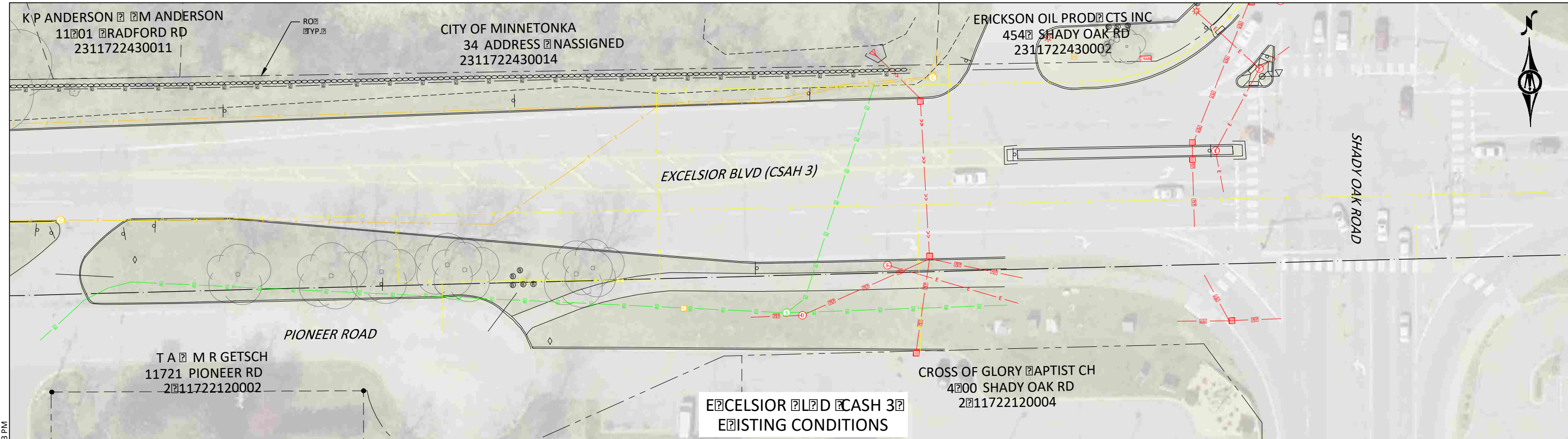
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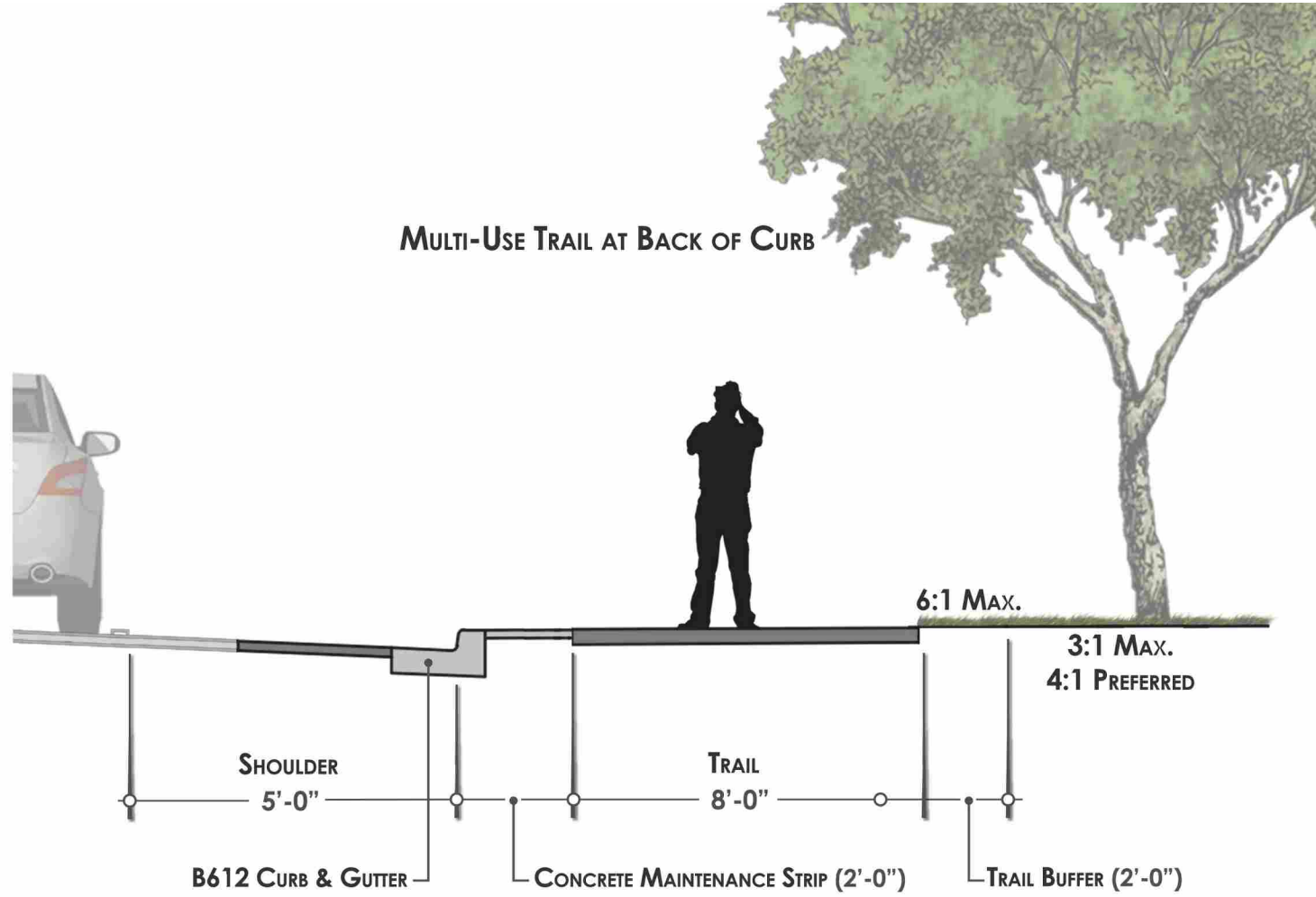


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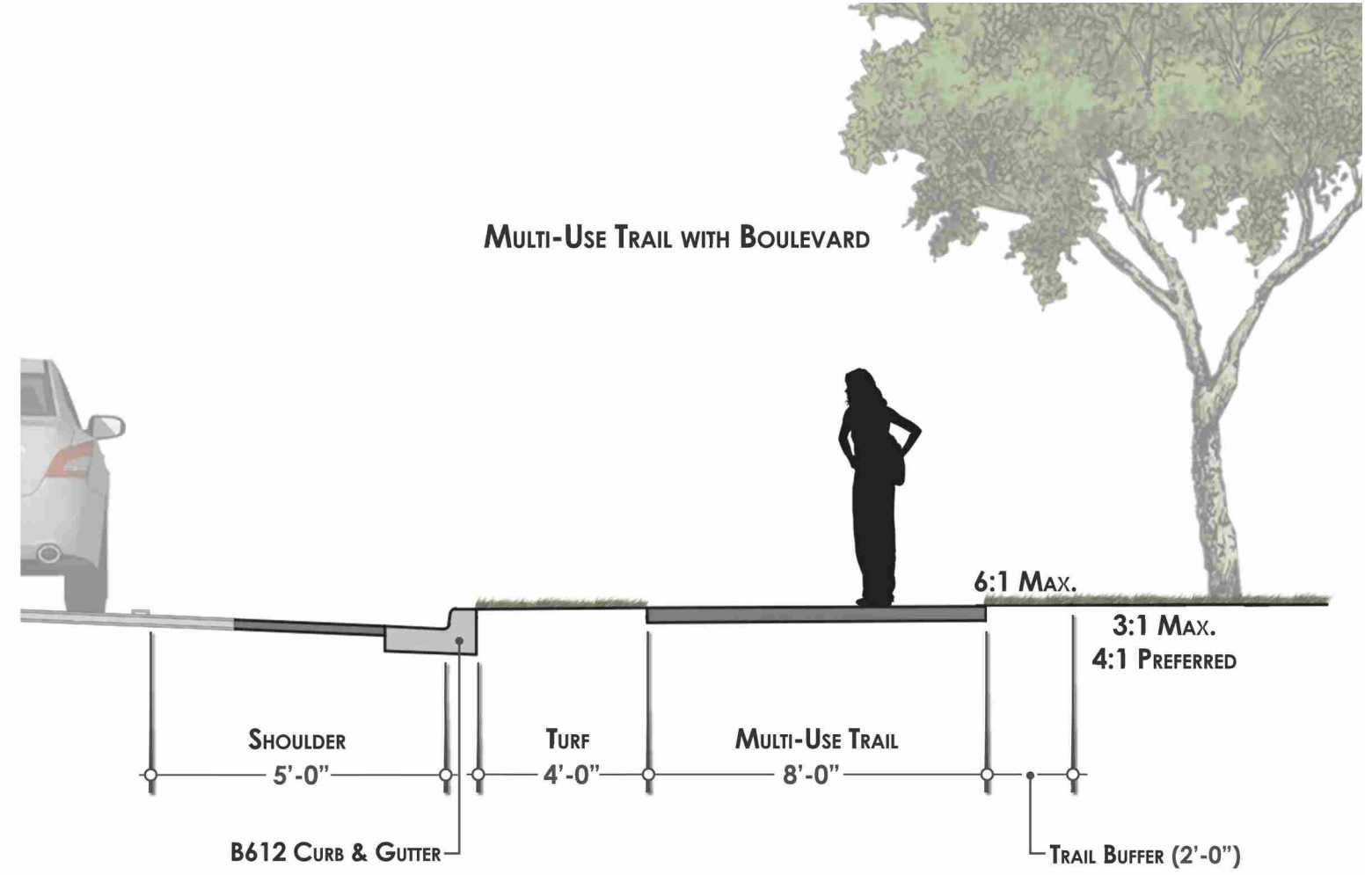




MULTI-USE TRAIL AT BACK OF CURB



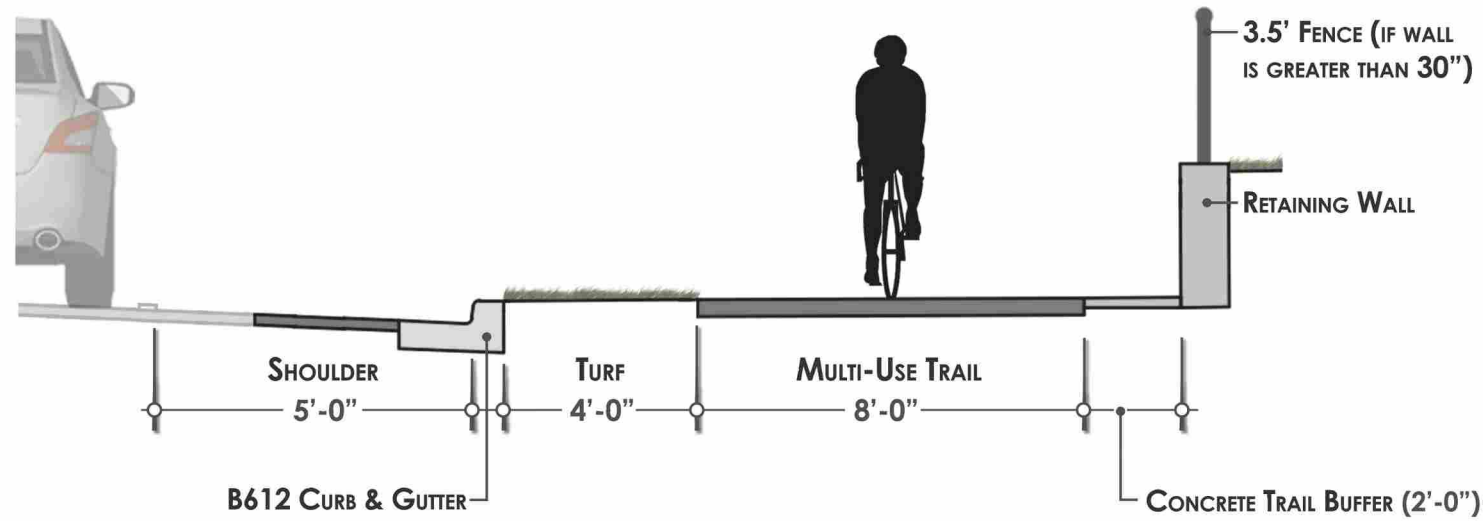
MULTI-USE TRAIL WITH BOULEVARD



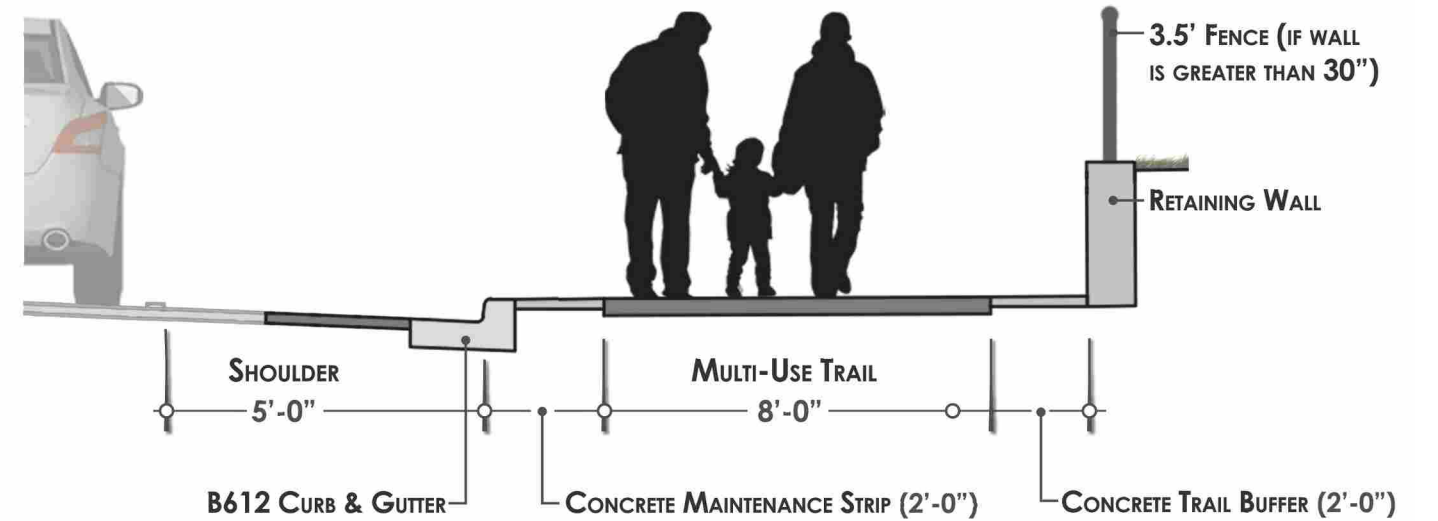




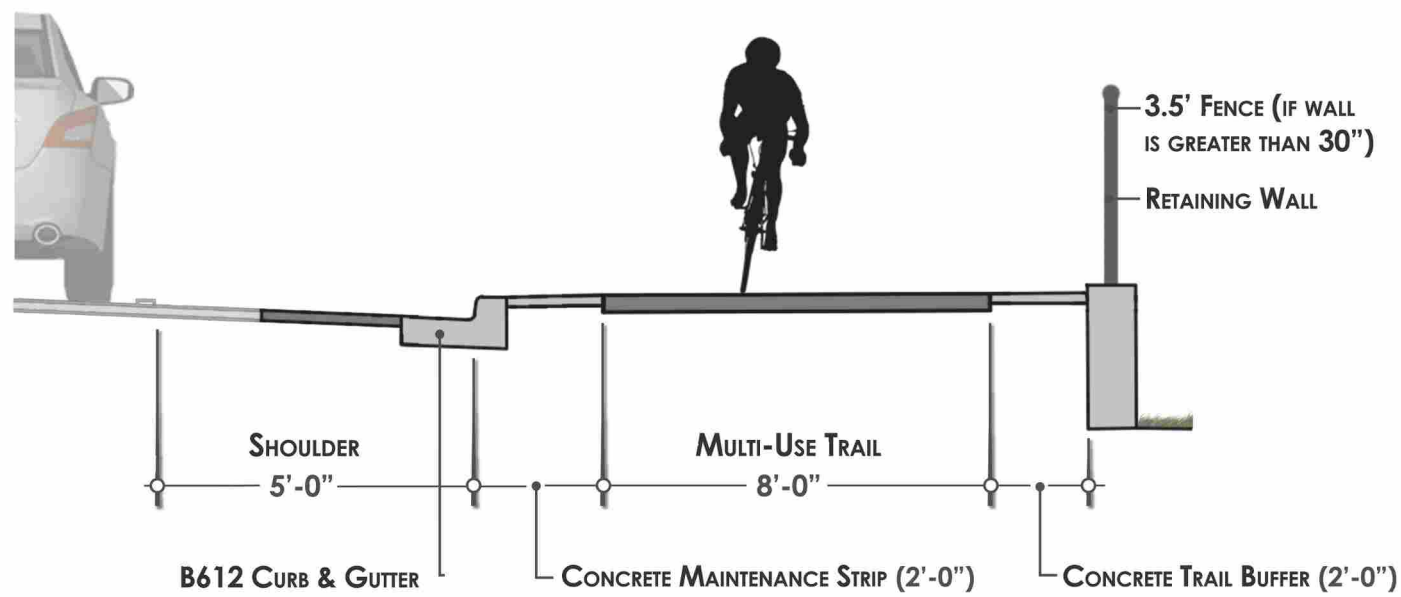
MULTI-USE TRAIL WITH RETAINING WALL



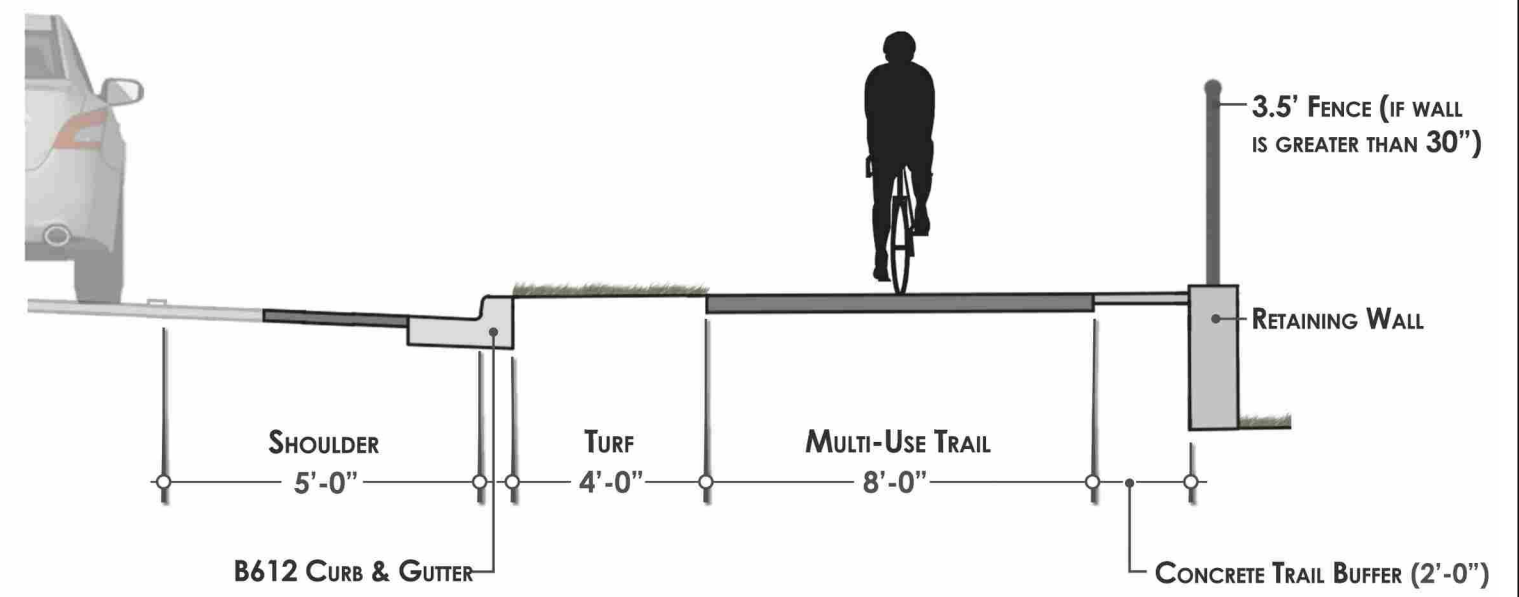
MULTI-USE TRAIL WITH RETAINING WALL



MULTI-USE TRAIL WITH RETAINING WALL



MULTI-USE TRAIL WITH RETAINING WALL



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# Appendix C: Neighborhood Meeting & Public Input





# Comment Card

2020 / 2021 Excelsior Blvd Trail Improvements

5/30/2019

Name: Christine Davis

Address: 13111 Greenwood Road  
Minnetonka, MN 55343



Comments:

I have run both sections of the proposed project for 10+ years and am very happy you are proceeding with a multi-purpose trail. I appreciate the process you are following to collect public input.

Ideally, I'd like to see this type of trail constructed from Excelsior Blvd north to West Jr. High, or even Minnetonka Blvd.



# Comment Card

2020 / 2021 Excelsior Blvd Trail Improvements

5/30/2019

10

Name: Tucker Johnson

Address: 12720 Pioneer Rd



Comments:

1. WHAT WILL BE DONE TO ENSURE NO HIGH SPEED TRAFFIC IS DIVERTED DOWN PIONEER ROAD? WE HAVE A TODDLER WHO PLAYS IN OUR FRONT YARD, PIONEER ROAD CAN SOMETIMES BE CONSIDERED A "SHORT-CUT" & COMMUTERS MAY WANT TO SPEED DOWN PIONEER RD.

2. FAIRVIEW & EXCELSIOR IS A VERY AWKWARD INTERSECTION. THIS IS A GREAT OPPORTUNITY TO MAKE IT SAFER. THANK YOU FOR YOUR SERVICE!







### Comment Card

2020 / 2021 Excelsior Blvd Trail Improvements

5/30/2019

9

Name: Tucker Johnson  
Address: 12720 Pioneer Rd



Comments:

1. WHAT WILL BE DONE TO ENSURE NO HIGH SPEED TRAFFIC IS DIVERTED DOWN PIONEER ROAD? WE HAVE A TODDLER WHO PLAYS IN OUR FRONT YARD, PIONEER ROAD CAN SOMETIMES BE CONSIDERED A "SHORT-CUT" & COMMUTERS MAY WANT TO SPEED DOWN PIONEER RD.

2. FAIRVIEW & EXCELSIOR IS A VERY AWKWARD INTERSECTION. THIS IS A GREAT OPPORTUNITY TO MAKE IT SAFER. THANK YOU FOR YOUR SERVICE!



### Comment Card

2020 / 2021 Excelsior Blvd Trail Improvements

5/30/2019

Name: Sandra Majher  
Address: 14109 Excelsior Blvd



Comments:

Please contact me to address specific concerns I have about my

- 1.) Fence
- 2.) Lilac Shrubs

That provide noise barrier and privacy will you be removing?  
What privacy & barriers will be put in  
worried about water drainage

Suggest sidewalk on north side

Thank you





# Comment Card

2020 / 2021 Excelsior Blvd Trail Improvements

5/30/2019

Name: Rachel Palbicki (Sentinel)

Address: 13921 Excelsior Blvd



Comments:

It would be really great if we had crosswalks particularly on Excelsior & Woodridge (for Glen Lake School) Excelsior & Mayview (for IHM/Notre Dame School) & Excelsior & Caribou Dr.

For Reference of taller or larger crosswalks, see 11th Ave S. just past 7th St in Westrock (Hopkins) There is a large amount of traffic on 11th and I can't recall people speeding past these crosswalks when the lights are on and pedestrians are present.



# Comment Card

2020 / 2021 Excelsior Blvd Trail Improvements

5/30/2019

(3 YEARS OLD)

Name: IVY JERSON Telephone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Comments:

THANK YOU!

W J 4/24

W J

W J





### Comment Card

2020 / 2021 Excelsior Blvd Trail Improvements

5/30/2019

Name: Dewey Hassig  
Address: 4624 Church Ln  
Mn 55343



Comments:

I am in favor of the Excelsior Blvd trail as proposed.

Need a Flashing light crosswalk and turn lanes at Fairview Rd. Ave.



### Comment Card

2020 / 2021 Excelsior Blvd Trail Improvements

5/30/2019

Name: Rachel Williams  
Address: 14016 Kinsel Rd.



Comments:

Many vehicles cut through on Kinsel Rd to get to/from Excelsior (w) + Baker Rd (S). When ~~the~~ the segment in 2020 is under construction

I expect that to increase. Can there be speed mitigation on

Kinsel, specifically during construction? Cars sometimes go through at 45mph!







### Comment Card

2020 / 2021 Excelsior Blvd Trail Improvements

5/30/2019

Name: Mark & Verna Adamek

Address: 13635 Excelsior Blvd  
Utkay MN 55345

Comments:

We are concerned to make sure the water drainage through our yard is addressed. We can't hope it does not get worse.

We would want our cotton wood removed as part of the project since the roots will not get as much water and we don't want it to die and then we have to take care of the removal.

Speed on excelsior



### Comment Card

2020 / 2021 Excelsior Blvd Trail Improvements

5/30/2019

Name: Collin Neugebauer

Address: 13647 Excelsior Blvd

Comments:

We strongly support this project. We see ample foot traffic in front of our house and the vehicle traffic is currently very dangerous. This should help with that. Our primary concern is the lack of crosswalks in the Crown and/or Mayview intercessions. We have witnessed way too many close calls at those intersections as some drivers slow for pedestrians while others pass in the shoulder.





# Comment Card

2020 / 2021 Excelsior Blvd Trail Improvements

5/30/2019

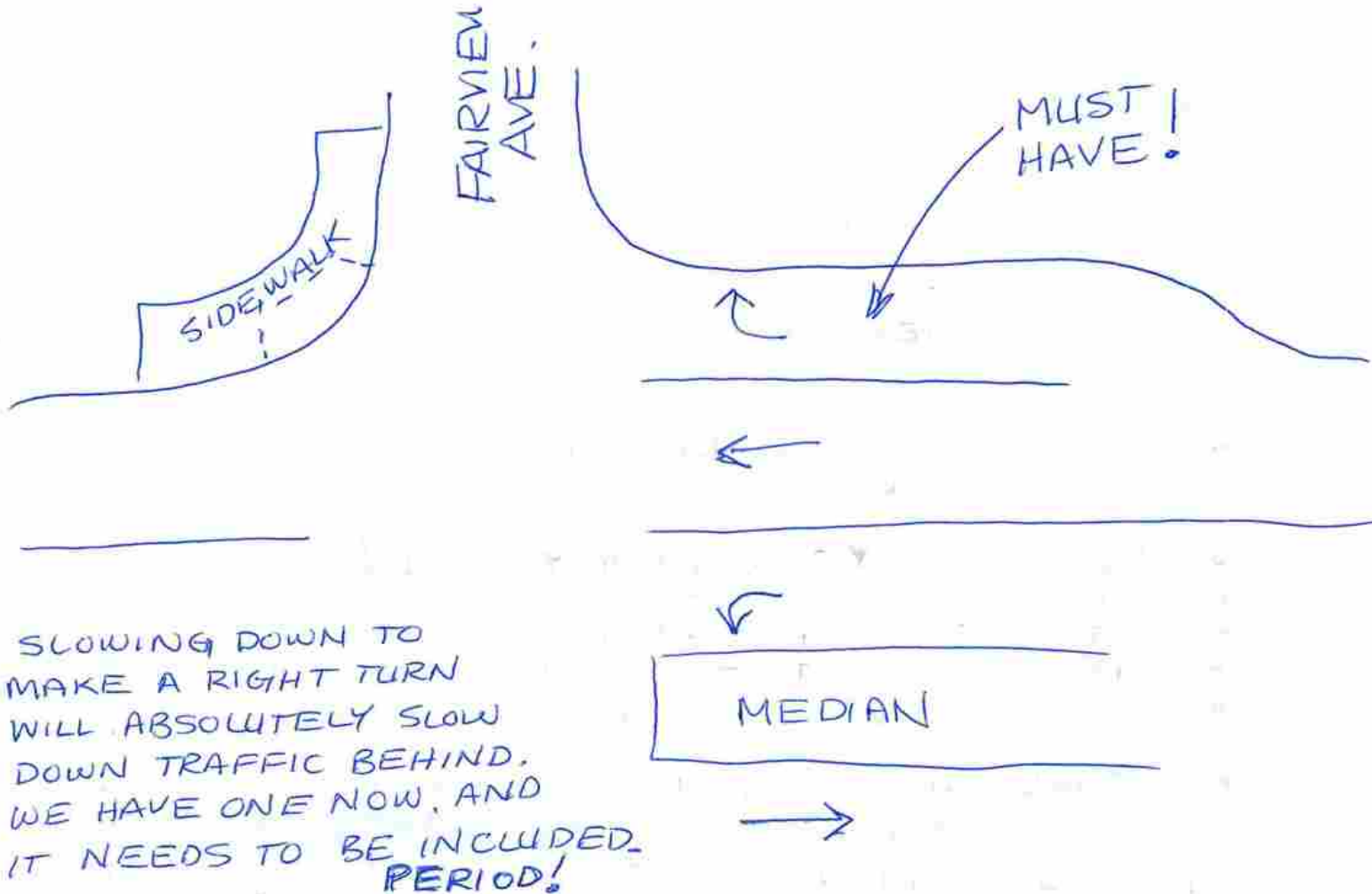
Name: JILL WILSON  
Address: 4512 FAIRVIEW AVE.



Comments:

- FOR EVERY TREE REMOVED - A <sup>NEW</sup> TREE SHOULD BE PUT BACK!!!
- 8' WIDE SEEMS AWFULLY WIDE!
- COSTS INCREASES HIDING IN OUR UTILITY BILLS IS CONCERNING →
- WETLAND DELINEAGE IS CONCERNING
- 10 PM IS TOO LATE - WOULDNT 8 PM OR 9 BE MORE APPROP
- MAINTENANCE COSTS ARE CONCERNING
- A TURN LANE ONTO FAIRVIEW AVE (GOING N.) FROM EAST EXCEL BLVD.

NEEDS TO BE ADDED TO THE INTERSECTION.





## Excelsior Trail Comments

5/30/2019

Hello I am Mark Narum my wife Mary & I live at 14027 Excelsior Blvd.

Our property is the 2nd house in from Kinsele Rd on the west end of the proposed trail.

I would suggest that the existing sidewalk on the North side be

extended from Woodridge Rd to Caribou Drive. I believe this would be the

best use of Taxpayer money. It would be expensive to do the retaining walls

that would be required on the South side.

I am opposed to having both the Trail on the South side along with the

existing north side sidewalk. I see no need for the cost of snow removal

on both sides of the street.

A question I have is what is the proposed budget for this project?

both the 2020 and the 2021 sections?

for our property personally

We would lose our Lilac barrier from the street traffic.

During the construction if this goes forward My wife needs access to our driveway

- she has health issues - back - knee.

There is also a water flow issue with Rain drainage on Excelsior Blvd

When the County did some changes - 15-20 yrs ago the rainwater -during heavy rains

would flow off of the road across our yard and right up to my neighbors basement door

The County did come out and raised our driveway to keep this from happening

Also did some work around her Basement door.

Also with this trail It will make an existing snow removal problem worse

in our driveway. Very little room now - & would be less .

Thank you for listening.



**From:** [Carol Hejl](#)  
**To:** ["Craig Marshall"; Philip Olson](#)  
**Subject:** RE: Excelsior Boulevard Trail Project  
**Date:** Thursday, May 23, 2019 8:41:06 AM

---

Good morning, Craig,

Thank you for your email, interest in the project and insight about the neighborhood. As Excelsior Blvd is a county roadway, we have been working closely with Hennepin County staff as part of this project and are coordinating some traffic calming and pedestrian improvements at the Fairview intersection with them. Are you able to attend the upcoming public meeting on Thursday, May 30 from 5-6:30 to view the proposed design and offer your input? We will be posting the meeting materials to the project website as well. Thank you for reaching out & have a nice day.

Cheers,

Carol

**From:** Craig Marshall

**Sent:** Wednesday, May 22, 2019 10:32 PM

**To:** Carol Hejl ; Philip Olson

**Subject:** Excelsior Boulevard Trail Project

Hi Carol and Phil,

I was wondering if there is any possibility of adding a pedestrian crossing signal at Fairview Road to the project. My wife and I moved to the neighborhood on the north side of Excelsior in 2011 and have observed that the intersection of Excelsior and Fairview is very treacherous for pedestrians and cyclists. The large neighborhoods on the north and south sides of Excelsior both funnel out onto Excelsior at this intersection. With increasing population density in both Hopkins and Glen Lake areas, the traffic along the Excelsior corridor has also significantly increased, especially during morning and afternoon rush hours. I have also noticed that there has been a high turnover of home ownership in our neighborhood - our older neighbors have moved away, and all of the new homeowners are families with small children, increasing the number of children crossing at this intersection. I also think that the volume of pedestrian and bicycle crossings at the Excelsior-Fairview intersection will continue to increase, especially when the LRT light rail line is completed. I had planned to start a neighborhood petition to get a crossing signal installed, but when I found out about your project, I thought that you might be able to incorporate a signal and crosswalk into your plans.


From the bottom of my heart, I would also really like to thank you and other people involved for your hard work and involvement with the Excelsior Boulevard Trail Project. My wife and I have been dreaming about a trail alongside Excelsior Boulevard ever since we moved to Minnetonka, and I am certain that it will be a great asset to the community now and for many generations. In addition, I know that it will save lives and make Excelsior Boulevard safer for everyone.

Sincerely,

Craig Marshall

12600 Junction Rd

Minnetonka, MN 55343





**From:** [CYNTHIA HOXIE](#)  
**To:** [Carol Hejl](#)  
**Cc:** [Philip Olson](#)  
**Subject:** Excelsior Boulevard Trail Construction Survey..  
**Date:** Wednesday, October 3, 2018 11:57:31 AM

---

I am replying to the city notice I recently received regarding the above. I reside at 5035 Mayview Road which is at the immediate corner of Excelsior Blvd. and Mayview Road across from the IHM parking lot. I have lived at this particular residence in Minnetonka for over 40 years. My single car attached garage is about 8ft from the Excelsior Blvd. right of way. I believe my house is the closest to Excelsior Blvd of all the residences situated along the road.

With that information, I want to thank the City for planning this project! Because of the location of my residence, I am not able to walk into Glen Lake without walking along the side of the road on Excelsior Blvd. If you look at a street map of this area, you will see that to avoid Excelsior Blvd I have to walk through a series of curved roads to just reach Woodland Road. I experience with great frequency (when I try to prune bushes or take care of the grass/weeds on the right of way) the everyday failure of drivers to mind someone next to the road by slowing, passing in the bike lane and also their tendency to look at you, not the road and steer their vehicles in the direction they are looking. That has been the deciding factor previously and as I have aged, to avoid walking on Excelsior Blvd. or into Glen Lake.

I look forward to any help I can contribute to this first phase of construction in 2020!

Sincerely,

Cynthia C. Hoxie



**From:** [Sharon & Dave Barczak](#)  
**To:** [Philip Olson](#); [Carol Hejl](#)  
**Subject:** Excelsior Trail feedback  
**Date:** Friday, June 7, 2019 2:13:08 PM

---

Hi Carol and Phil,

Thanks again for the info at the meeting a few weeks ago.

Couple additional feedback points;

Observed the trail construction on Plymouth Road Thursday afternoon ~ 4:45. The experience reminded me to ask you address/prevent the north bound Shady Oak/Crosstown cut through traffic that will likely use Dominick/Pioneer while phase II is under construction.

I base my premise/request on the driver behavior when Shady Oak north of Excelsior was under construction. It was not uncommon for cars to be stand still bumper to bumper on Pioneer from Dominick to the western point where Pioneer meets Excelsior. Traffic backed up onto Dominick as well. I observe semi trucks and side load dump trucks using the route occasionally as well until I called the City and some effort was made to stop the north bound Shady Oak traffic from turning left from Shady Oak onto Dominick during evening rush hour.

The other idea we would ask be given consideration is the feasibility of a round-about at Excelsior and Fairview\Pioneer. I observe a round-about application at Tracy Ave and Valley View in Edina. The design includes similar pedestrian boulevards to shorten pedestrian crossing lengths and push button activated lights to protect pedestrians during peak traffic times.

Thanks in advance!

Dave Barczak  


Sent from phone. Please pardon spelling errors.



**From:** [Philip Olson](#)  
**To:** [Carol Hejl](#)  
**Subject:** FW: Excelsior Boulevard Trail Survey  
**Date:** Wednesday, October 3, 2018 3:21:39 PM

---

FYI

**Phil Olson, PE** | Assistant City Engineer  
City of Minnetonka | [eminnetonka.com](http://eminnetonka.com)  
Office: 952-939-8239 | Cell: 612-419-9132

---

**From:** Brad Ferguson  
**Sent:** Wednesday, October 03, 2018 2:12 PM  
**To:** Philip Olson  
**Subject:** Excelsior Boulevard Trail Survey

Hello Phil,

I live just off of Excelsior Blvd and recently received a notice from the City about an upcoming survey in support of a potential trail.

Can you tell me, would the trail be on both north and south sides of Excelsior Blvd, or just one side? Also, how far in from the roadside would a trail conceivably be placed? I know this is a primary outcome from the survey, and understand that any information at this point would be preliminary pending survey completion and further hearings / decisions on the topic.

Best Regards,

Brad Ferguson

12210 Pioneer Road

**This message and any attachments may contain SkyWater Technology Foundry confidential information. If it has been received in error, please advise the sender and immediately delete this message.**



**From:** [Carol Hejl](#)  
**To:** ["Mark Narum"](#)  
**Subject:** RE: Excelsior Blvd Path  
**Date:** Thursday, May 30, 2019 12:58:05 PM

---

Good afternoon, Mark,

Thank you for your email and comments. I will make sure they are included with the feasibility report we present to the City Council for their consideration. I'm glad you're able to attend the meeting this evening, and hope you have a nice day.

Cheers,

Carol

**From:** Mark Narum

**Sent:** Thursday, May 30, 2019 12:31 PM

**To:** Carol Hejl

**Subject:** Re: Excelsior Blvd Path

Hi Carol

I do plan on attending the meeting this afternoon at 5:00

I am pasting in my comments I plan on making - just for an easy record

Thanks

Mark Narum

Excelsior Trail Comments

5/30/2019

Hello I am Mark Narum my wife Mary & I live at 14027 Excelsior Blvd. Our property is the 2nd house in from Kinsel Rd on the west end of the proposed trail.

I would suggest that the existing Sidewalk on the North side be extended from Woodridge Rd to Caribou Drive. I believe this would be the best use of Taxpayer money. It would be expensive to do the retaining walls that would be required on the South side.

I am opposed to having both the Trail on the South side along with the existing north side Sidewalk. I see no need for the cost of snow removal on both sides of the street.

A question I have is what is the proposed budget for this project? both the 2020 and the 2021 sections?

for our property personally

We would lose our Lilac barrier from the street traffic.

During the construction if this goes forward My wife needs access to our driveway - she has health issues - back - knee.

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The County did come out and raised our driveway to keep this from happening

Also did some work around her Basement door.

Also with this trail It will make an existing snow removal problem worse



in our driveway. Very little room now - & would be less .

Thank you for listening.

On Thu, May 9, 2019 at 9:26 AM Carol Hejl <[chejl@eminnetonka.com](mailto:chejl@eminnetonka.com)> wrote:

No worries, thanks Mark. I look forward to meeting with you and talking more about the project.

Have a great day.

Cheers,

Carol

**From:** Mark Narum <[marknarum@gmail.com](mailto:marknarum@gmail.com)>

**Sent:** Thursday, May 9, 2019 9:17 AM

**To:** Carol Hejl <[chejl@eminnetonka.com](mailto:chejl@eminnetonka.com)>

**Subject:** Re: Excelsior Blvd Path

Sorry Carol

the 17th is good Friday at 3:00

looking at the wrong week on the calander

Thanks

Mark Narum

On Thu, May 9, 2019 at 9:12 AM Carol Hejl <[chejl@eminnetonka.com](mailto:chejl@eminnetonka.com)> wrote:

Hi Mark,

Thanks for your email and reaching out. Would you be available at 3pm either Thursday or Friday of next week? Please let me know which you would prefer and we'll see you then.

Cheers,

Carol

**From:** Mark Narum <[marknarum@gmail.com](mailto:marknarum@gmail.com)>

**Sent:** Thursday, May 9, 2019 9:10 AM

**To:** Carol Hejl <[chejl@eminnetonka.com](mailto:chejl@eminnetonka.com)>


**Subject:** Excelsior Blvd Path

Hi Carol

We have been playing phone tag.

My name is Mark Narum

14027 Excelsior Blvd



I would like to meet with you at our house to discuss the Path in front of our house.

It would be best from missing work for it to be later in the afternoon if possible

I can meet most days at 3:00 could be earlier with a few days notice.

Please let me know what would work for you.

Thank you

Mark Narum



**From:** [Tim Ellingson](#)  
**To:** [Carol Hejl](#); [Philip Olson](#)  
**Cc:** [Maggie Ellingson](#)  
**Subject:** Excelsior Blvd Trail Project  
**Date:** Friday, May 10, 2019 6:42:35 PM

---

Greetings Ms Hejlstone and Mr Olson,

We just received the mailer on the Excelsior Blvd Trail Project. We probably can't make the info meeting, but we are HUGE proponents of this project. Glad to see this gaining momentum.

We are Crown st residents, and this would significantly improve of our walk/bike to glen lake businesses (which we frequent often) with young children and dog. Our current route has us avoid a portion of excelsior.

I have since switched jobs, but I used to tout a bike commute downtown of 11 miles with only the 2-mile Hopkins/Mtka portion not being trail. This project could allow a full "trail" bike commute for neighborhood residents and is pretty special/unique.

Regards,

Tim Ellingson  


--

Sent from Gmail Mobile



# HENNEPIN COUNTY

## MINNESOTA

July 10, 2019

Carol Hejl  
Park and Trail Planner  
City of Minnetonka  
14600 Minnetonka Blvd.  
Minnetonka, MN 55345

Re: Minnetonka Excelsior Blvd Trail Participation Fund Request

Ms. Hejl,

This memo of understanding indicates Hennepin County staff's willingness to seek County Board approval for county participation through the Cost Participation and Partnerships project for the following bicycle and pedestrian improvement projects along Excelsior Boulevard (CSAH 3) in Minnetonka:

- Multi-use trail construction from Kinsel Road to Caribou Drive
  - Total estimated cost of \$2,581,000 (county participation \$100,000 county bonds)
  - Anticipated construction year 2020
- Multi-use trail construction from Pioneer Road to Shady Oak Road
  - Total estimated cost of \$1,903,000 (county participation \$100,000 county bonds)
  - Anticipated construction year 2021

In addition to county support for these trail projects, below are additional Excelsior Boulevard intersection crossing enhancements that will improve safety and create stronger connections between neighborhoods:

- Pedestrian refuge median at Fairview Road (county led; county funded; 2020 construction)
- Pedestrian refuge medians at Kinsel Road, Glenwood Drive, and Woodridge Road (city led, city and county funded, 2020 construction)

County staff will remain in conversations with Minnetonka engineering staff to provide feedback throughout the design process. County staff will seek resolution from the County Board in the spring of 2020 to develop a formal agreement to provide specific details related to scope, funding, and maintenance responsibilities for these trail projects.

Sincerely,



John Doan  
Assistant Director for Transportation Planning





**City Council Agenda Item #14E**  
**Meeting of Sept. 16, 2019**

**Brief Description:** Items related to the 2020 preliminary tax levy

- 1) Resolution setting a preliminary 2019 tax levy and preliminary 2019 HRA levy, collectible in 2020, and a preliminary 2020 budget, and consenting to a special benefit tax levy of the Minnetonka Economic Development Authority
- 2) Resolution setting preliminary 2019 tax levy, collectible in 2020, for the Bassett Creek Watershed Management Tax District

**Recommended Action:** Adopt the resolutions

As discussed at the city council's August 19 study session, the proposed 2020 levy and budget are consistent with our strategic goals and community values. Within that framework, the budget recommendations presented are both forward looking and responsive to community and the city council's concerns, specifically to ensure that city services are maintained. The proposal aligns with the reaffirmation by a considerable majority of Minnetonka community survey respondents that they would support an increase in taxes to maintain city services. The recommendations are built using long-term forecasts including a conservative eye to changes in the national economy and technology.

As outlined in this report, staff recommends increasing the preliminary city levy for 2020 by 7.5 percent. Also adopted in June by the council, the Economic Improvement Program (EIP) indicates a \$75,000 levy decrease for HRA (Housing and Redevelopment Authority) supported programs. (Note that the city's tax levy is local property tax revenue, which is calculated by subtracting all non-property tax revenue from the total proposed budget.)

Staff estimates that the impact of this proposed property tax increase on a median-value home in the city would be approximately \$91, a 7 percent increase. The city's proposed levy increase of 7.5 percent is likely to place Minnetonka in the upper end of the levy increases of our group of similar metro cities, a number of which are facing similar challenges. While several of our comparable cities began to receive Local Government Aid in 2014, Minnetonka will continue to not receive this state financial support in 2020.

## **OUR PUBLIC PROCESS**

State law requires cities, school districts and other government taxing jurisdictions to certify preliminary budgets and tax levies to the county by September 30, 2019. This is the maximum amount the city can levy for 2020. Counties then report these preliminary levies to all property owners in early November.

Guided by the council's initial discussions in August, staff will develop detailed budget requests for council review in November and final adoption in December. At the November 25 study session, staff will have more complete information regarding revenues and expenses for the



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current year, along with any additional information available to forecast 2020. The final 2020 levy may be less than the preliminary amount, but cannot be greater.

Minnetonka always encourages input on its budget from the public. In addition to the public budget discussion scheduled and published on proposed tax notices by Hennepin County for December 2, residents and businesses will again have the opportunity to provide feedback via the city's website, [www.eminnetonka.com](http://www.eminnetonka.com), opportunities that are publicized in the *Minnetonka Memo*. Comments will be shared with council as budget options are considered, and updated information will consistently be posted in the *Memo* and on the city's website.

## **ENSURING MINNETONKA'S POSITION OF FISCAL RESPONSIBILITY**

As detailed in the city's adopted Strategic Profile, the city of Minnetonka takes a responsible, long-term perspective with financial planning and management. Decisions are made with the future in mind to ensure the city's ongoing ability to provide quality services at a reasonable price. The recent reaffirmation of the city's Aaa bond rating by Moody's reflects this responsible approach.

### **General Fund (GF) Financial Projections**

As a part of general best practices in budgeting, staff looks closely at both a forecast for the remainder of this year's revenues and expenses, those for 2020, as well as those projected for the future five years through 2024. Staff aligns the General Fund (GF) revenues and costs predictions along the adopted five years of the Capital Improvements Budget (CIP), which is also heavily dependent upon property tax revenues. This long range perspective is instrumental in developing recommendations and making decisions for the next year's budget and property tax levy.

**Current revenues.** 2019 GF revenues are presently estimated to come in approximate to the adopted budget. While investment interest continues to be improving, the city continues to realize lower public safety fine revenue than had been forecasted based on recent historical averages. Recreational receipts and community center rental revenue are expected to meet projections. Permit and licensing revenues are currently trending slightly below forecasts. However, as commonly occurs, the timing of some construction projects (e.g. the Hennepin County Medical Examiner's building, the condos at Legacy Oaks, and the Nissan dealership redevelopment) may result in larger proceeds later in the year that offset an otherwise small loss in the city's General Fund bottom-line at the close of 2019.

**Current spending.** GF operating costs in 2019 are currently estimated to be at a slightly lower pace than last year. If spending continues at the rate experienced up to the end of July, less of the budget will be spent by the end of this year than last year, and departments will have spent 96.3 percent of their budgets, compared to 97.2 percent last year. At the current rate, almost \$1.24 million of the GF budget would remain on the bottom-line at the end of 2019, compared to \$950,000 at the end of 2018. Most importantly, there still remains 2019 costs that cannot be known at this time, such as the number of snow plow events in early winter.

**Fund balance.** The city of Minnetonka adopts a balanced GF operating budget each year whereby revenue is equal to expenditures. With adoption of the annual budget, the city council also affirms and/or amends the first year of the adopted CIP, which may include a transfer from



the GF fund balance to capital funds for planned costs. After revenue and spending balances are known, net change to the GF fund balance for 2018 compared to 2019 are projected here:

(\$ thousands)	<b>2018 Actual</b>	<b>2019 Projected</b>
Excess revenues	\$1,941	\$0
Remaining expenditure budgets	950	1,240
Capital transfers (CIP)	(1,330)	(2,750)
<b>Net change GF fund balance</b>	<b>\$1,774</b>	<b>(\$1,510)</b>

A projected decrease in fund balance in 2019 was previously planned, and the council-adopted 2020-2024 CIP anticipated it. In fact, the decrease forecasted above is less than the earlier projection.

Due to some uncertainties, timing of the previously mentioned permit revenues may portend changes in these projections at the end of 2019. Any potential “excess revenues” may be either transferred from the General Fund balance for one-time costs within the city’s 2021-2025 CIP to “smooth out” future needed tax levy increases or to ensure the fund balance can remain at sufficient levels over the next five years to meet council policy. The next CIP will be discussed by the council next spring, and as we approach the council’s second detailed budget study session in November, additional information may adjust some of these current forecasts.

**Revenue projections.** Because permit revenue is the city’s second greatest source of GF revenue after property taxes, it can significantly impact the city’s budget and levy needs. While generally using historical trends to forecast revenue over the next five-year period, staff analyzes current development projects planned and in progress as the basis for next-year’s revenue forecast of permit revenue. Therefore, the long term revenue forecast responsibly assumes the current economic environment will not continue beyond 2020, and staff uses a ten-year average of actual revenues prior to 2018 as the basis for permit revenues beginning 2021.

As a result of these projections, the city is likely to experience a decrease in permit revenues in 2021, and that level is projected to remain relatively flat the following few years. This will add pressure to the property tax levy to financially maintain the city’s current level services, particularly in 2021 and 2022, including any additionally projected costs after 2020.

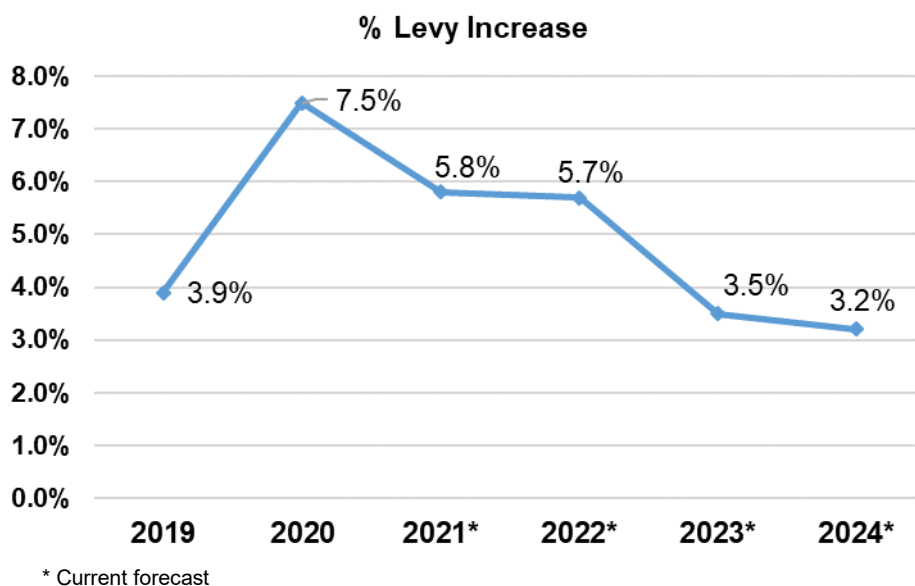
**Expenditure projections.** With the remainder of this report focused upon the budget and levy recommendations for 2020, staff was careful also to project for over the following four years additional new ongoing operating costs that are anticipated due to projects and programs already approved and in the pipe line and future costs that are likely due to known service pressures. Some of these projected increased costs are rolled out over more than one year, and the most significant of these roughly estimated costs and their dates of rollout include:

- police body camera and squad camera administration/staffing and related technology service agreements (primarily 2021);
- energy costs and janitorial requirements for the proposed new and expanded public safety facilities (2021, 2022);
- communication staffing (2022); and
- public works maintenance of new trails, sidewalks and related landscaping in the adopted CIP (2023).



Staff assumes current staffing levels and makes very rough estimates on salary and inflationary pressures across the five years using current union contracts and the information known about contracts in other comparable cities in the metro. And, although it is self-supporting, the city will be required to increase the levy for the Ridgedale tax abatement each year.

As a result of this analysis, staff currently projects that the property tax levy would require the following increases over the next five years, with diminishing pressure on later years. In addition, it is strategically important to note that in 2023, the currently scheduled decertification of the city's largest Tax Increment Finance (TIF) district will significantly boost the city's tax base and thereby help to buffer property tax payers from new levy increases.



These overall projected levy impacts have informed staff budget recommendations for 2020 and some recommendations for amending the currently adopted CIP.

Projected levy increases in years 2021 thru 2024 are heavily based upon the city's adopted CIP, which will be reevaluated and amended with capital budget deliberations this spring. Also, between now and the second council study session on the 2020 budget in November, any new data either unanticipated or not currently available will allow staff to further analyze 2019 and 2020 service cost projections and new or changed revenues. For example, additional grants may become available or, per regular procedures, the CIP budget may be amended with levy and budget adoption in December to reflect more accurate capital project cost projections and/or altered plans and priorities relative to new information.

## 2020 BUDGET

Three-quarters of the city's General Fund operating expenses is the cost of its greatest assets, its workers, and as discussed with council at a previous closed council meeting regarding labor negotiations, the predominant funding issue in 2020 is ensuring a competitive wage structure across the organization. In order to meet this mandate, staff proposes the 2020 General Fund city operating budget total \$39.4 million. This total, financed with multiple sources of revenue, is



9.3 percent greater than the 2019 adopted budget, and the proposed competitive wage structure change is by far the driving factor behind the recommended increase.

Except for only one additional position needed to ensure appropriate maintenance of the city's expanding trails and parks, no additional positions are proposed. Other proposed cost increases ensure current city services in light of funding stream changes, annualized costs for full staffing of the current complement of paid-on-call firefighters, and previously discussed programming changes. The proposed additional spending will be more fully outlined in the remainder of this report.

### **A competitive compensation structure**

For many years, the City of Minnetonka has structured compensation for both its union (via unit-bargained contracts) and non-union employees by reviewing all positions using a market philosophy to ensure that employees are fairly and competitively compensated compared with what other comparable cities pay their employees with similar responsibilities. Generally, each position is ensured a minimum base salary increase to which a market increase is added only if the analysis proves that the market rate for the position is greater than the sum of the current rate and base increase. The market rate has been defined as the average of actual salaries paid by our comparable cities to their current incumbents of every similar position during the prior fiscal year.

As staff discussed with the city council in April, although this definition of the market rate has historically seemed to serve the city well, during the past three years of this extremely tight labor market and historically low unemployment, the city has repeatedly experienced losing both employees and employee candidates to higher paying competitive cities.

Staff has regularly found that the comparison data has been very difficult to get, and sometimes data points cannot be obtained, leaving an incomplete, untrue picture of the market. Additionally, wage comparisons using actual incumbents in any specific position suffer swings from year to year related to turnover in the other cities.

The 2020 proposed budget incorporates restructuring the definition of market rate and continuing to use the city's current base-plus-market methodology. As provided in the most recently bargained union agreement, the new market rate maximum is the median of comparable-cities' prior year maximum pay step for each position. Such data is far more easily available for comparable city staff to share, and it is not dependent upon the tenure of the current employees in the other cities.

As applied in the most recently bargained contract, the proposed 2020 budget uses a 2.0 percent base salary increase. Staff obtained and analyzed comparable city pay ranges using the new market definition, and the data clearly indicates the city has fallen significantly behind the competition. As a result, market wage pressures on the City of Minnetonka will require a greater increase than typical in total compensation costs (base plus market) in 2020. The city's other two labor contracts will expire at the end of 2020 and will be up for negotiation.

Additionally, as a member of the LOGIS *Healthcare* Consortium, a guaranteed rate cap for 2020 has been negotiated and is not to exceed a 14 percent increase for health insurance premiums. Since the city structures its benefits package using a cafeteria contribution system, premium costs are borne by both the city and its employees who enroll in the city's benefit offerings.



Using this information, an employer benefit contribution increase has been estimated based upon the insurance package selected. Our management approach will continue to reinforce the philosophy of moving from an equitable to an affordable benefits package for employees, in an effort to attract and retain personnel.

As mentioned earlier in this report, staff already forecasts very rough estimates on wage cost pressures in future years using current union contracts and the information known about contracts in other comparable cities in the metro. Without the proposed compensation structure change, a 3.7 percent increase in the levy associated wage and benefit adjustments was already contemplated. The proposed compensation structure change would increase that levy impact another 2.8 percent to 6.5 percent.

### **Cable Television Fund, communication services**

In exchange for use of the city's rights-of-way for cable television purposes and as permitted under federal law, the City of Minnetonka first negotiated a franchise agreement in the early 1980s with what is now Comcast (Xfinity). A second franchise agreement was negotiated with CenturyLink in 2016; however, they did not move forward with their Prism product. Fees from the current iteration of the Comcast agreement with the city are established within the latest contract. The fees support the city's Cable Television Fund, which the city relies upon for its communications both with the community and within the city's organization.

The fund finances numerous activities and events to inform and educate the public and city employees as well as to strengthen residents' sense of community. Expenses include broadcast of public meetings and special events; publication of the *Minnetonka Memo*; upkeep of the city's website and intranet; and hosting city events for residents such as Summer Festival, Burwell House Festival, Farmers Market and the City Open House. Fiber for the city's technology infrastructure is also budgeted in this fund.

Over the last decade, staff has kept apprised of federal legislation introduced to restrict or eliminate the city's local control of its rights-of-way, which would likely do away with this franchise fee revenue source. Noteworthy, Federal Communications Commission (FCC) rules just recently adopted are expected to reduce the amount of franchise fees collected. Responsibly, the city has budgeted a special reserve in the Cable Television Fund specifically as a safeguard to ensure a smoother transition when fee reductions or elimination come to fruition.

Although the specific legislation has not yet been passed by Congress, regulatory decisions and changes in technology nonetheless appear to be significantly eroding the fee revenue. As more cable customers are moving away from cable to wi-fi streaming services, the franchise fee revenue is dropping, because it is specifically tied to the number of cable customers in Minnetonka.

2018 was the first year in its history that the total annual fee revenue was below the prior year; it fell from nearly \$870,000 in 2017 to \$814,000 in 2018, a nearly 6.5 percent drop. The first two quarters of 2019 indicate that the precipitous decline is continuing with a nearly 5 percent drop in quarterly returns this year compared to the last quarter of 2018. At the current rate, expenditures will exceed revenues by around \$125,000 in 2019, and using the forecasted expenses in 2020, they would exceed revenues by another approximately \$160,000 in 2020.



Although there continues to exist a current fund balance and a reserve in the Cable Television Fund to withstand a few years of this increasing structural deficit, staff recommends continuing to plan for the long term by moving the personnel costs presently supported by the fund to instead be supported by the General Fund.

Currently the entire costs (wages and benefits) of two communications positions, plus a portion of the costs of an IT and an administrative position, are funded by the Cable Television Fund. As proposed, these positions would instead be supported by the General Fund. Also, staff recommends moving the annual subscription costs of the city's emergency management telephone callout system, Everbridge, to be supported by the General Fund as well. The total funding change would move \$350,100 for these imperative current services to a more stable source of support.

### **Fire services**

The Minnetonka fire department serves our community using a predominately part-time/paid-on-call (POC) staffing structure. Analysis has shown this is a significantly cost effective method to provide the essential city function while meeting demands for quality services. The fire department duty crew is staffed with 4-5 members on a continuous basis while the remainder of needed personnel are on call and respond to emergency calls for service on an on-demand basis. Over the past several years, the city has continued to study and adjust its management of the function to maintain this structure within the context of changing service demands, demographics and shifts in cultural workstyles.

This year the fire department has experienced higher demand for "call backs" (paging off-duty firefighters to respond to calls), and for the first time in recent history, the department has maintained full POC staffing for most duty crew shifts. These more ideal staffing levels will result in higher than anticipated costs for part-time wages. In 2019, the additional \$160,000 needed to cover these added costs will be mostly offset by position vacancies due to delay in filling full-time staffing. The proposed 2020 budget includes an additional \$170,000 in part-time compensation to maintain these current level services.

On a closely related note, the fire department has applied for the SAFER (Staffing for Adequate Fire and Emergency Response) grant that will assist the city in the costs associated with recruitment, retention, screening and equipping new firefighters. The requested amount from this federal grant program is \$248,000 over a four-year period. Since 2014, the city has hired and trained 49 POC firefighters in order to maintain the fire department's authorized strength of 80 firefighters. If awarded, this grant will help alleviate some of the burdens of ongoing recruiting and training while also assisting the city with a robust marketing plan to attract POC firefighter candidates as positions become vacant.

Finally, when the city council discussed and approved an increase in the traditional pension for the Minnetonka Firefighters Relief Association at its July 22, 2019 meeting, the council signaled support for a staff-recommended increase in the annual budget to a reserve that will help buffer this important benefit during downturns in the economy. The recommended 2020 General Fund budget includes an additional \$50,000 added to the current \$25,000 for a total of \$75,000 that continues to be set aside annually to accumulate in the special assigned reserve in the General Fund balance for these specific purposes.



### **Police services**

Law enforcement agencies across the nation are being challenged by the increasing number of calls for service involving people with mental illnesses. These calls are often complex and time-consuming for officers, reducing the amount of time they have to address other public safety concerns. They can also lead to dangerous situations for both officers and civilians. Minnetonka is not immune from these challenges, and calls have increased 38.5 percent in the past five years (from 226 in 2014 to 313 in 2018). In an attempt to address the increased demand for services and to improve the quality of care provided on mental illness related calls, the police department developed two initiatives.

First, in 2017 the police department partnered with two metro university professors and assisted in the development of a crisis response training program. The police department piloted the program and continues to participate in on-going research into its effectiveness. Although it is too soon to correlate the program with results, in 2018 the police department experienced a 23 percent decrease in mental illness related calls and a 36 percent decrease in similar repeat calls for service.

Second, the police department recently partnered with the Plymouth Police Department and developed the Case Assessment Management Program (CAMP), a formal aftercare program that will provide additional support to those in crisis. CAMP will complete follow-up in coordination with case management services delivered by Hennepin County Human Services and local service providers including Vail Place and Relate Counseling. As part of this partnership, the police department entered into a two-year agreement with Hennepin County Human Services to provide an embedded fulltime social worker within the Plymouth and Minnetonka Police Departments. The social worker will split time equally between Plymouth and Minnetonka.

Each city will provide 30 percent of the annual cost for a senior social worker, which is \$30,750 for each city per year. The police department is pursuing several grant opportunities, including federal Department of Justice (DOJ) grants and various other local grant opportunities. In 2019, the police department received \$15,000 from Minnetonka Family Collaborative to support the program. The police department also applied for a federal DOJ grant in the amount of \$100,000 to be shared with the Plymouth Police Department over a two-year period. If awarded, this would provide \$25,000 per year to Minnetonka toward the costs of this joint effort.

### **Wayzata health inspection contract**

The environmental health division of community development operates with 3.5 full-time equivalent (FTE) employees to cover 627 licenses in Minnetonka. This staff also inspects 148 facilities in Wayzata under a joint agreement. Unfortunately, the Minnesota Food Code effective January 2019, has caused an unexpected, significant increase in time required for inspection reporting and time needed for the actual inspections. Compounding this issue in 2019, the division manager's position has taken on additional responsibilities in the building division to compensate for additional supervisory duties and workload issues in that division. These two factors have caused the city to consider how the contractual services to the City of Wayzata are provided. The two cities are working together to determine an acceptable plan to move forward in light of the additional workload. In any scenario, the budget was prepared with an annual budget impact of \$35,000. Depending on the solution, it could be a decline of revenue or added staff time expenses.



### **Parks and trails maintenance**

In response to resident demand for greater and safer pedestrian and bicycle infrastructure, the adopted Capital Improvement Plans (CIPs) in the last two years have included significant planned expansion of the city's sidewalks and trails system over the next five years and into the future. Work is being completed along Plymouth Road north of Minnetonka Boulevard and work has begun on the adopted plan for substantial trail improvements surrounding Ridgedale Mall as well as a new park in the area. Further, the next major trail segment of Excelsior Boulevard is in plan development and the Opus area is beginning to transition to greater residential units, thereby increasing a need for higher priority sidewalk plowing.

As the city is expanding its trail and sidewalk systems, there are increasing demands by our community for quicker priority city maintenance in these new areas, including during the winter months. Therefore, as discussed throughout the adoption of these plans, the 2020 proposed budget for trail maintenance includes the first in a couple of sequential, longer-term increases to city staffing. Staff recommends the addition of one public services worker beginning in July 2020 at a cost of \$48,700. Currently, a second additional position is planned in 2023. In the summer months, these positions would assist in the long list of duties for trail, park and playground maintenance.

### **Sustainability efforts**

The City of Minnetonka has a long-held philosophy of environmental protection and community sustainability that is reflected in the city's strategic profile, comprehensive plan, ordinances, policies, capital improvement planning, and a wide range of programs. Decades long commitments in these areas have continued to make Minnetonka a community of choice and to attain incredible resident retention. In the past number of years, that commitment has continued to evolve and shape the future of the city's sustainability efforts. Some of the programs the city now invests in are: Green Step Cities, the Regional Indicators Project, B3 Benchmarking, SolSmart, subscriptions in solar gardens, Home Energy Squad, Solar Twin Cities, and the continuously popular annual Tree Sale. The manner in which the city conducts its everyday work shows that sustainability permeates every part of the organization.

Most recently, the city council provided direction to further the city's efforts by participating in Xcel Energy's Partners in Energy program, which is an effort to develop a clean energy plan. As shared in the council's June 17, 2019 study session, this work requires additional staff time in the planning division of community development. The cost is \$50,000 to backfill a half-time position in this area. The cost will be realized across two fiscal years, \$30,000 in 2019 and \$15,000 in 2020, and the budgets will need to be amended to reflect these amounts.

### **Inflationary cost pressures**

While general inflation (CDI-U) for the Twin Cities area was 2.3 percent at the end of May, the national Municipal Cost Index, which incorporates a basket of goods consumed by local governments, averaged 1.78 percent year-over-year during the first five months of 2019. Based on this information and that received so far from our suppliers, the proposed 2020 budget incorporates 1.75 percent inflation to supplies and services other than those from our information technology services consortium, LOGIS.



The City of Minnetonka is a member of the LOGIS (Local Government Information Systems) consortium, which has served to significantly reduce the city's technology costs through joint purchasing since the city joined during the 1970s. Because the joint powers agency projects significant cost pressures for compensation and service demands, it anticipates adopting a greater than nine percent increase in charges to its 52 government agency members for next fiscal year. For the General Fund operating budget, the nine percent increase translates to an additional \$60,200 for LOGIS technology costs in 2020.

### **CIP Amendments**

**Public safety facility.** The unusually tight construction labor market and acute limitation of building supplies in the current economy continues to severely impact financial planning for construction of the city's new fire station and expanded police facility. At the Sept. 9 study session, council reviewed expense increases and proposed project reductions to assist in holding down overall project costs. Even with these changes, initial project goals will still be met. The vast majority of sustainability features remain in the project, and several will be noted as bid alternates. For the purposes of establishing a preliminary levy, staff recommends a levy increase of 0.6 percent, which incorporates current bonding debt service estimates of \$25 million which is less than originally forecast due to the delay in selling the bonds, changes in the bond market and a small contingency for current market and construction unknowns. As previously discussed, the new debt service is mostly offset by the scheduled 2020 payoff of the larger of the city's two remaining open space park bonds.

**General Fund Transfers.** In addition to operating cost increases, staff will recommend amending the 2020-2024 capital budget by transferring additional General Fund balance to the Street Improvement Fund. An additional \$500,000 transferred to the Street Improvement Fund in both years 2021 and 2022 will allow the property levy increase required by the approved CIP in those years to be reduced. The additional funding made available at the end of 2018 due to greater-than-projected permit revenues and less than budgeted spending as well as current estimates for 2019, provide that the fund balance would remain above the benchmark requirement of forty percent of the forecasted next year's operating budget.

### **HRA LEVY**

The city's first levy for housing and redevelopment began in 2009. State law limits levies, and the maximum rate is 0.0285 percent of a city's taxable market value. This equals approximately \$2.7 million in Minnetonka in 2019. Beginning in 2010, the annual levy was \$175,000 (0.00212 percent). The levy remained at that dollar level until 2017 to accommodate village center master planning, housing programs, marketing efforts, and more recently light rail. In 2018, the levy was increased to \$250,000, and in 2019, it was increased to \$300,000.

On June 3, the city council adopted the 2020–2024 Economic Improvement Program (EIP), which sets the 2020 HRA levy at \$225,000 (down from its 2019 level of \$300,000) and results in a \$75,000 levy decrease for HRA-supported programs. The indicated uses of the funds are: SW Light Rail (\$75,000); WHAHLT or Homes within Reach (\$25,000); Housing Programs (\$100,000); and Business Outreach (\$25,000). The light rail funds are set aside for a ten-year payback to the city's Special Assessment Construction Fund for a portion of the city's commitment to the project. The Economic Development Advisory Commission (EDAC) will have reviewed the HRA budget at its September 12 meeting and staff will give an update as to its recommendation.



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## 2020 PRELIMINARY LEVY

Since recovering from the recession beginning in 2014, the city's community survey has shown our taxpayers' consistent recognition of the value of city services and remarkable support to increase taxes in order to maintain city services. In the 2019 survey, 82 percent of those who stated an opinion favored such an increase.

The 2020 proposed operating and adopted capital budgets would require an overall increase in the city property tax levy of 7.5 percent primarily to maintain city services. The largest increase is associated with the previously described compensation structure change that would alone require a 6.5 percent increase.

A 1.2 percent increase would be required to maintain other specific current services including costs to fully fund the current complement of POC firefighters, raise the budgeted annual contribution to the POC firefighter association pension, offset the loss of contract revenue or additional staffing for Wayzata health inspections and fund a second partial year to temporarily backfill planning staff who will work on the city's sustainability effort.

Another 0.9 percent is required to change the funding support for staff currently covered by diminishing cable franchise fee revenue. A 1.9 percent decrease associated with the adopted CIP will offset some of the proposed increases. Although appearing separately on property tax statements, the HRA levy would decrease by \$75,000, which would virtually equate to a 0.25 percent decrease in the city's overall property tax levy impact.

<b>Levy (thousands)</b>	<b>2019</b>	<b>2020</b>	<b>Change</b>
City property taxes, current services	\$38,355	\$38,801	1.2%
Competitive compensation		2,507	6.5%
Cable franchise backfill funding		350	0.9%
Parks & trails maintenance		49	0.1%
Capital program change, adopted		(715)	(1.9)%
<b>Subtotal</b>	<b>38,355</b>	<b>40,992</b>	<b>6.9%</b>
Public safety facility		1,355	3.5%
Open space bond debt paid off		(1,105)	(2.9)%
<b>Total</b>	<b>\$38,355</b>	<b>\$41,242</b>	<b><u>7.5%</u></b>
HRA	\$300	\$225	

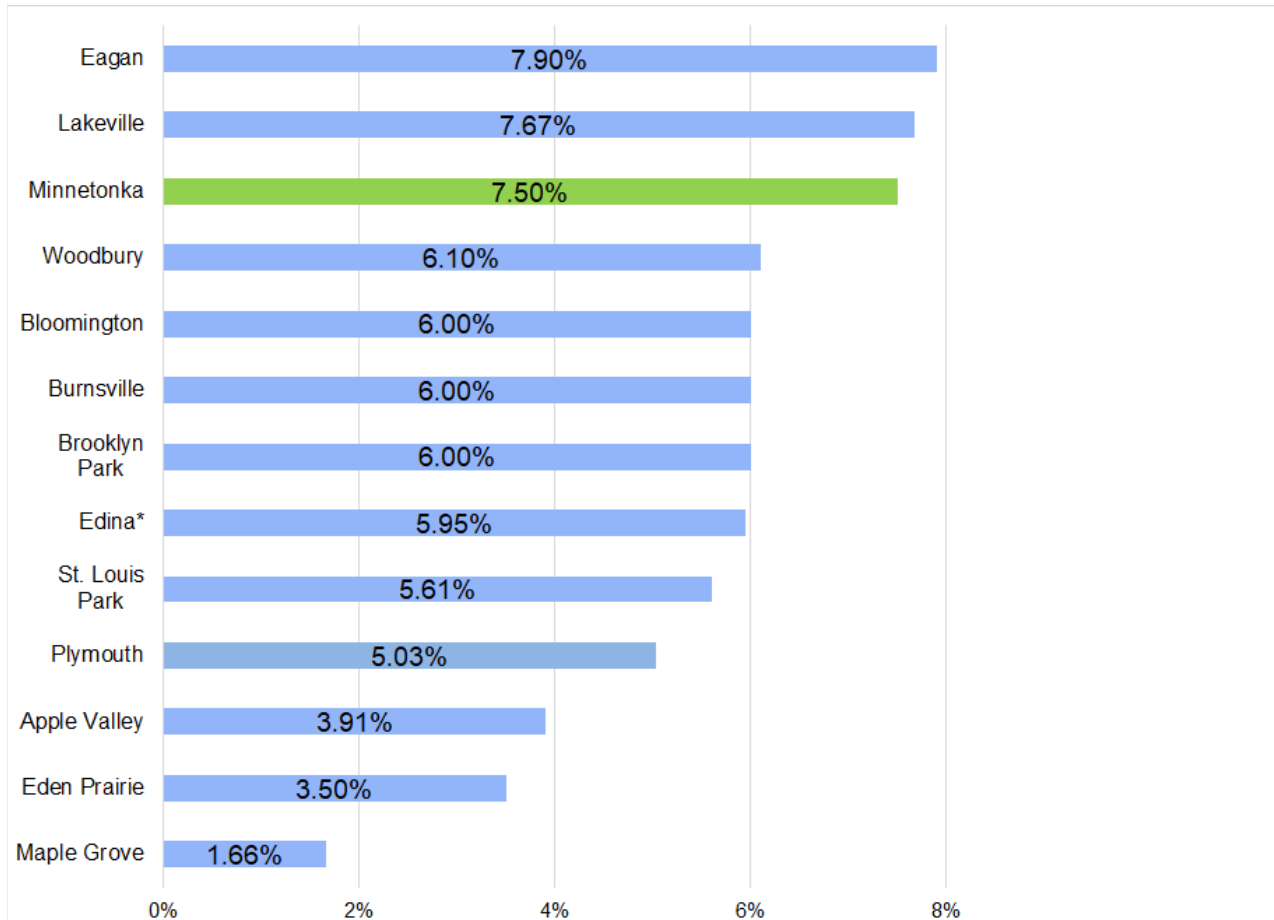
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**Comparisons with Other Cities.** The proposed 2020 city levy increase is likely to place Minnetonka at the upper end of comparable cities. Anecdotally, a number of the other cities are working on similar compensation issues. Similar to last year, a number of the larger differences amongst these communities, particularly at the high and low end of the range, appear to be



related to whether the city is adding staff and whether those new costs may be offset with permit revenue increases or debt retirement.

### Potential 2020 Preliminary Tax Increases



Further, two of the comparable cities shown, St. Louis Park and Brooklyn Park, continue to receive an allocation of state Local Government Aid (LGA), which began in 2014. As has been the case for over a decade, Minnetonka does not and will not receive LGA in 2020. Equally important, unlike many of these other cities, the city does not rely upon special assessments to fund street reconstruction and maintenance.

**Homeowner Impacts.** New development and redevelopment in the city again increased the city's property tax base last year as reported in March by the city assessor. Over the last seven years, the city's assessed market value has increased by 36 percent. A portion of that increase is the result of actual improved real estate as opposed to market forces alone.

Like last year, the commercial proportion of the city's tax base increased at a relatively less hardy pace as compared to residential and apartment properties. For taxes payable in 2020, the commercial property base experienced only a 2.6% growth increase compared to single family homes at 4.8 percent and apartment properties at 7.0 percent. This will cause a smaller shift in



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the property tax burden away from commercial (nearly one-third of the city's tax base) to residential (59 percent of the tax base) and apartments (ten percent of the tax base).

Although there continue to be some very significant real estate improvements currently under or near construction (e.g. the two Ridgedale-adjacent apartment developments, Marsh Run, RiZe, and Dominion), many of those will not add to the property tax base until after payable 2020. Even so, due to the total increase to the tax base over the last year, staff estimates that the impact of the proposed 7.5 percent increase in the tax levy will only result in an approximately 7 percent increase in property taxes to the median-value home in Minnetonka (\$378,500 for taxes payable in 2020). That translates to an estimated increase in annual taxes of approximately \$91.

### **RECOMMENDATION**

Responsible long-term financial planning has continued to position the City of Minnetonka to provide highly rated services to city residents and businesses. The 2020 preliminary city tax levy will be limited to an increase of 7.5 percent to maintain city services as clearly supported by a significant majority of our taxpayers and appropriately care for the city's expanding parks and trails. It ensures our position of fiscal responsibility, preserves our standards of excellence, and encourages innovative and creative thinking. The HRA levy would be reduced by \$75,000 and thereby diminish the overall increase in taxes under the city's jurisdiction.

As always, the City of Minnetonka will continue to provide the excellent services our residents and businesses have come to expect, and at a reasonable price, both in 2020 and well into the future.

Therefore, staff recommends the city council adopt the attached resolutions:

- 1) Setting a preliminary 2019 tax levy and preliminary 2019 HRA levy, collectible in 2020, and a preliminary 2020 budget, and consenting to a special benefit tax levy of the Minnetonka Economic Development Authority
- 2) Setting preliminary 2019 tax levy, collectible in 2020, for the Bassett Creek Watershed Management Tax District

Originated by:

Geralyn Barone, City Manager  
Joel Merry, Acting Finance Director



## Resolution No. 2018-

### **Resolution setting a preliminary 2019 tax levy, collectible in 2020, and a preliminary 2020 budget, and consenting to a special benefit tax levy of the Minnetonka Economic Development Authority**

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Be it resolved by the City Council of the City of Minnetonka, Minnesota, as follows:

#### Section 1. Background.

- 1.01. As required by state legislation under M.S. 275.065, municipalities are required to adopt a preliminary budget and tax levy by September 30, 2019.
- 1.02. The law also requires that the City Council hold a meeting to discuss the budget and property tax levy and, before a final determination, allows public input to its final adoption in December.
- 1.03. The law further requires the final levy be adopted on or before December 27, 2019, and the final tax levy may not exceed the preliminary tax levy.

#### Section 2. Findings.

- 2.01. The City Manager's preliminary 2020 budget of \$69,678,577 (the Preliminary Budget) appears reasonable and sufficient to fund the desired general fund municipal services, debt service supported by property taxes, and capital needs in 2020.
- 2.02. Preliminary general, capital and debt tax levies of \$41,146,920 for levy in 2019, collectible in 2020, will fund the City Manager's Preliminary Budget.
- 2.03. A preliminary tax abatement levy of \$65,000 for levy in 2019, collectible in 2020, is estimated to equate to revenues associated with and will fund commitments under the Ridgedale Mall development agreement adopted by the city council on April 15, 2013.

#### Section 3. Authorization.

- 3.01. The preliminary budget and tax levy is hereby approved.
- 3.02. Pursuant to Minn. Stat. Section 469.033, subd. 6, the City Council consents to the Economic Development Authority in and for the City of Minnetonka (the "EDA") levying a special benefit tax levy in the amount requested by the Board of Commissioners of the EDA by resolution adopted on the date hereof.
- 3.03. The City Clerk is hereby directed and ordered to transmit a certified copy of this resolution to the Hennepin County Director of Property Tax and Public Records.

Adopted by the City Council of the City of Minnetonka, Minnesota, on September 16, 2019.

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Brad Wiersum, Mayor



ATTEST:

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Becky Koosman, City Clerk

ACTION ON THIS RESOLUTION:

Motion for adoption:  
Seconded by:  
Voted in favor of:  
Voted against:  
Abstained:  
Absent:  
Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a meeting held on September 16, 2019.

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Becky Koosman, City Clerk



**Resolution No. 2019-**

**Resolution setting a preliminary 2019 tax levy, collectible for 2020, for the Bassett Creek Watershed Management Tax District**

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Be it resolved by the City Council of the City of Minnetonka, Minnesota, as follows:

Section 1. Background.

- 1.01. Minnesota state law requires special taxing districts to adopt a preliminary budget and tax levy by September 30 of this year.
- 1.02. The law also requires that the City Council hold a meeting to discuss the budget and property tax levy and, before a final determination, allows public input to its final adoption in December.
- 1.03. The law requires a final levy be adopted after that public input and the final tax levy may not exceed the preliminary tax levy.

Section 2. Findings.

- 2.01. A preliminary tax levy of \$30,157 for the Bassett Creek Watershed Management District for levy in 2019, collectible in 2020, will fund the City's expenses for that tax district.

Section 3. Authorization.

- 3.01. The preliminary tax levy of \$30,157 for the Bassett Creek Watershed Management District is hereby approved.
- 3.02. The City Clerk is hereby directed and ordered to transmit a certified copy of this resolution to the Hennepin County Director of Property Tax and Public Records.

Adopted by the City Council of the City of Minnetonka, Minnesota, on September 16, 2019.

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Brad Wiersum, Mayor

ATTEST:

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Becky Koosman, City Clerk



ACTION ON THIS RESOLUTION:

Motion for adoption:

Seconded by:

Voted in favor of:

Voted against:

Abstained:

Absent:

Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a meeting held on September 16, 2019.

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Becky Koosman, City Clerk