

**CITY OF ST. AUGUSTA
CITY COUNCIL MEETING
NOVEMBER 15, 2022
7:00 pm**

AGENDA

1. Call Meeting to Order – Mayor Zenzen.
2. Consent Agenda
 - 2A. Bills Payable
3. Resolution #2022-20, Canvass of the Municipal Election
4. Planning Commission Recommendation – Pleasure Land CUP, Variance, Site Plan
5. Developer’s Agreement – Pleasure Land
6. Adjourn.

REMINDERS: City Hall Closed, Friday, November 11, 2022 for Veteran’s Day
 City Hall Closed Thursday and Friday November 24 & 25 for Thanksgiving
 Planning Commission Meeting, Monday, December 5, 7:00pm
 City Council Meeting, Tuesday, December 6, 7:00pm

**CITY OF ST. AUGUSTA
CITY COUNCIL MEETING
NOVEMBER 15, 2022
7:00 pm**

Administrative Summary

Consent Agenda – the bills payable list is included with the packets

Resolution #2022-20, Canvas of Municipal Election – the resolution with vote totals is included in the election.

Planning Commission Recommendation – I have included a copy of the pc agenda in the packets. I will get a report from Cindy to include on Monday and will forward at that time.

Developer's Agreement – Pleasure Land – I will get you the proposed developer's agreement once I get it from Mike Couri.

We will start the Council Meeting immediately following the planning commission meeting.

City of St. Augusta

11/15/22 11:35 AM

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***Check Summary Register©**

Checks 27737-27762

| | Name | Check Date | Check Amt | |
|---------------------|-----------------------------|------------|--------------------|--|
| 10100 | STATE BANK OF KIMBAL | | | |
| 27737 | CITY OF ST. AUGUSTA | 11/15/2022 | \$81.99 | general - Oct 22 usage |
| 27738 | COMMUNITY TECHNOLOGY CEN | 11/15/2022 | \$72.00 | elections - chromebook issues |
| 27739 | GOPHER STATE ONE-CALL | 11/15/2022 | \$75.60 | water dept - locates |
| 27740 | H&S HEATING | 11/15/2022 | \$750.00 | general - servicing furnaces city hall buildings |
| 27741 | NELSONS SANITATION & RENTA | 11/15/2022 | \$136.42 | parks dept - toilet rental KP |
| 27742 | STEARNS ELECTRIC ASSOCIATI | 11/15/2022 | \$1,406.06 | fire dept - fire hall |
| 27743 | SUMMIT FIRE PROTECTION | 11/15/2022 | \$615.75 | fire dept - annual extinguisher inspection |
| 27744 | WORKMED MIDWEST PA | 11/15/2022 | \$190.00 | water dept - Blashack drug test |
| 27745 | XCEL ENERGY | 11/15/2022 | \$155.09 | general - gas usage Oct 22 |
| 27746 | BILL MCCABE | 11/15/2022 | \$242.49 | g - McCabe rx |
| 27747 | CENTER POINT ENERGY | 11/15/2022 | \$81.63 | fire dept - gas usage |
| 27748 | COURI & RUPPE PLLP | 11/15/2022 | \$3,056.25 | general - F Street |
| 27749 | ELECTRICAL CONSTRUCTION LL | 11/15/2022 | \$400.00 | general - light on building |
| 27750 | NELSONS SANITATION & RENTA | 11/15/2022 | \$822.50 | sewer dept - clean lift stations |
| 27751 | NORTH SHORE ANALYTICAL INC | 11/15/2022 | \$305.00 | sewer dept - mercury effluent |
| 27752 | SC TIMES | 11/15/2022 | \$283.21 | general - Bechtold |
| 27753 | STEARNS ELECTRIC ASSOCIATI | 11/15/2022 | \$35,621.34 | debt service - fire truck purchase |
| 27754 | WEST CENTRAL SANITATION | 11/15/2022 | \$190.93 | general - garbage service |
| 27755 | ARVOLA HOMES INC | 11/15/2022 | \$600.00 | pw dept - row refund 2784 Platinum Street |
| 27756 | HERITAGE HOMES INC | 11/15/2022 | \$400.00 | pw dept - row refund 2343 Topaz Street |
| 27757 | ICM HOMES LLC | 11/15/2022 | \$600.00 | pw dept - row refund 2402 Jewel Street |
| 27758 | LYLE BEUMER | 11/15/2022 | \$200.00 | pw dept - row refund 23046 Turquoise |
| 27759 | MICHAEL GOHMAN | 11/15/2022 | \$200.00 | pw dept - row refund 2524 Gableview Circle |
| 27760 | PROGRESSIVE BUILDERS | 11/15/2022 | \$600.00 | pw dept - row refund 23005 Topaz Street |
| 27761 | STEVE SPANIER | 11/15/2022 | \$200.00 | pw dept - row refund 3785 210th Street |
| 27762 | WERSCHAY HOMES | 11/15/2022 | \$600.00 | pw dept - row refund 21796 Talon Drive |
| Total Checks | | | \$47,886.26 | |

Michael G. Zenzen

FILTER: [Check Nbr] between 27737 and 27762 and [Cash Act]='10100'

City of St. Augusta

11/10/22 11:03 AM

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***Check Detail Register©**

Checks 27737-27745

| Check # | Check Date | Vendor Name | Amount | Invoice | Comment |
|-----------------------------------|------------|---|------------|-------------|--|
| 10100 STATE BANK OF KIMBAL | | | | | |
| 27737 | 11/15/22 | CITY OF ST. AUGUSTA | | | |
| E 101-41000-736 | | city halls sewer/water expe | \$81.99 | | general - Oct 22 usage |
| | | Total | \$81.99 | | |
| 27738 | 11/15/22 | COMMUNITY TECHNOLOGY CENTER | | | |
| E 101-41410-430 | | Miscellaneous | \$72.00 | CTC3834 | elections - chromebook issues |
| | | Total | \$72.00 | | |
| 27739 | 11/15/22 | GOPHER STATE ONE-CALL | | | |
| E 601-49400-314 | | Gopher State One Calls | \$37.80 | 2100756 | water dept - locates |
| E 602-49450-314 | | Gopher State One Calls | \$37.80 | 2100756 | sewer dept - locates |
| | | Total | \$75.60 | | |
| 27740 | 11/15/22 | H&S HEATING | | | |
| E 101-41000-520 | | Buildings and Structures | \$750.00 | I-26878-1 | general - servicing furnaces city hall buildings |
| | | Total | \$750.00 | | |
| 27741 | 11/15/22 | NELSONS SANITATION & RENTAL IN | | | |
| E 101-45200-410 | | Rentals | \$68.21 | 2022/12208 | parks dept - toilet rental HLP |
| E 101-45200-410 | | Rentals | \$68.21 | 2022/12209 | parks dept - toilet rental KP |
| | | Total | \$136.42 | | |
| 27742 | 11/15/22 | STEARNS ELECTRIC ASSOCIATION | | | |
| E 101-42270-387 | | Fire Dept Utilities | \$236.74 | | fire dept - fire hall |
| E 101-45200-381 | | Electric Utilities | \$39.39 | | parks dept - HLP |
| E 101-41000-381 | | Electric Utilities | \$138.98 | | general - city hall |
| E 101-42270-387 | | Fire Dept Utilities | \$49.48 | | fire dept - fire hydrant |
| E 101-41000-381 | | Electric Utilities | \$38.00 | | general - 2 meters |
| E 602-49450-381 | | Electric Utilities | \$175.93 | | sewer dept - lift station 1 |
| E 101-41000-381 | | Electric Utilities | \$35.90 | | general - city hall |
| E 101-41000-381 | | Electric Utilities | \$9.75 | | general - street light |
| E 602-49450-381 | | Electric Utilities | \$70.79 | | sewer dept - lift station 2 |
| E 605-43160-380 | | Utility Services (GENERA | \$90.75 | | EU - Emerald Ponds |
| E 101-45200-381 | | Electric Utilities | \$51.40 | | parks dept - KP |
| E 605-43160-380 | | Utility Services (GENERA | \$124.50 | | EU - Blackberry Farms |
| E 605-43160-380 | | Utility Services (GENERA | \$108.00 | | EU - Emerald Ponds |
| E 101-41000-381 | | Electric Utilities | \$99.23 | | general - State Hwy 15 light |
| E 602-49450-381 | | Electric Utilities | \$27.75 | | sewer dept - lift station |
| E 101-41000-381 | | Electric Utilities | \$30.33 | | general - Lion's Sign |
| E 601-49400-381 | | Electric Utilities | \$25.74 | | water dept - flow meter |
| E 101-45200-381 | | Electric Utilities | \$53.40 | | parks dept - HLP shelter |
| | | Total | \$1,406.06 | | |
| 27743 | 11/15/22 | SUMMIT FIRE PROTECTION | | | |
| E 101-42270-220 | | Repair/Maint Supply | \$615.75 | 150021776 | fire dept - annual extinguisher inspection |
| | | Total | \$615.75 | | |
| 27744 | 11/15/22 | WORKMED MIDWEST PA | | | |
| E 101-41130-430 | | Miscellaneous | \$95.00 | 00040149-00 | pw dept - Hollermann drug test |

City of St. Augusta

11/10/22 11:03 AM

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***Check Detail Register©**

Checks 27737-27745

| Check # | Check Date | Vendor Name | Amount | Invoice | Comment |
|-----------------|------------|-----------------------------------|------------|-------------|---------------------------------|
| E 601-49400-430 | | Miscellaneous | \$47.50 | 00040149-00 | water dept - Blashack drug test |
| E 602-49450-430 | | Miscellaneous | \$47.50 | 00040149-00 | sewer dept - Blashack drug test |
| | | Total | \$190.00 | | |
| 27745 | 11/15/22 | XCEL ENERGY | | | |
| E 101-41000-383 | | Gas Utilities | \$155.09 | | general - gas usage Oct 22 |
| | | Total | \$155.09 | | |
| | | 10100 STATE BANK OF KIMBAL | \$3,482.91 | | |

Fund Summary

| | |
|-----------------------------------|------------|
| 10100 STATE BANK OF KIMBAL | |
| 101 GENERAL FUND | \$2,688.85 |
| 601 WATER FUND | \$111.04 |
| 602 SEWER FUND | \$359.77 |
| 605 LIGHTING UTILITY | \$323.25 |
| | \$3,482.91 |

Michael G. Zenzen

City of St. Augusta

11/15/22 11:34 AM

Page 1

***Check Detail Register©**

Checks 27747-27762

| Check # | Check Date | Vendor Name | Amount | Invoice | Comment |
|-----------------------------------|------------|---|-------------|------------|---|
| 10100 STATE BANK OF KIMBAL | | | | | |
| 27747 | 11/15/22 | CENTER POINT ENERGY | | | |
| E 101-42270-387 | | Fire Dept Utilities | \$81.63 | | fire dept - gas usage |
| | | Total | \$81.63 | | |
| 27748 | 11/15/22 | COURI & RUPPE PLLP | | | |
| E 101-41000-304 | | Legal Fees | \$1,773.75 | | general - F Street |
| E 101-41000-304 | | Legal Fees | \$682.50 | | geenral - general legal counsel |
| E 101-41000-304 | | Legal Fees | \$161.25 | | general - Pleasureland |
| E 101-41000-304 | | Legal Fees | \$438.75 | | general - Winkleman |
| | | Total | \$3,056.25 | | |
| 27749 | 11/15/22 | ELECTRICAL CONSTRUCTION LLC | | | |
| E 101-41000-520 | | Buildings and Structures | \$400.00 | 500 | general - light on building |
| | | Total | \$400.00 | | |
| 27750 | 11/15/22 | NELSONS SANITATION & RENTAL IN | | | |
| E 602-49450-220 | | Repair/Maint Supply | \$822.50 | 2022/12715 | sewer dept - clean lift stations |
| | | Total | \$822.50 | | |
| 27751 | 11/15/22 | NORTH SHORE ANALYTICAL INC | | | |
| E 602-49450-316 | | Sample Analysis | \$305.00 | 14156 | sewer dept - mercury effluent |
| | | Total | \$305.00 | | |
| 27752 | 11/15/22 | SC TIMES | | | |
| E 101-41000-203 | | Legal Notice Publication | \$39.26 | | general - Bechtold |
| E 101-41000-203 | | Legal Notice Publication | \$62.65 | | general - Pleasureland |
| E 101-41410-203 | | Legal Notice Publication | \$97.29 | | elections - optical test |
| E 101-41000-205 | | Ordinance Publication | \$84.01 | | general - salary ordinance publication |
| | | Total | \$283.21 | | |
| 27753 | 11/15/22 | STEARNS ELECTRIC ASSOCIATION | | | |
| E 351-42270-524 | | fire truck purchase | \$35,621.34 | | debt service - fire truck purchase |
| | | Total | \$35,621.34 | | |
| 27754 | 11/15/22 | WEST CENTRAL SANITATION | | | |
| E 101-41000-384 | | Refuse/Garbage Disposal | \$155.34 | 12610411 | general - garbage service |
| E 101-42270-384 | | Refuse/Garbage Disposal | \$35.59 | 12610411 | fire dept - garbage service |
| | | Total | \$190.93 | | |
| 27755 | 11/15/22 | ARVOLA HOMES INC | | | |
| E 101-41130-342 | | Refunds | \$200.00 | | pw dept - row refund 2784 Platinum Street |
| E 101-41130-342 | | Refunds | \$200.00 | | pw dept - row refund 2752 Platinum Street |
| E 101-41130-342 | | Refunds | \$200.00 | | pw dept - row refund 23074 27th Avenue |
| | | Total | \$600.00 | | |
| 27756 | 11/15/22 | HERITAGE HOMES INC | | | |
| E 101-41130-342 | | Refunds | \$200.00 | | pw dept - row refund 2343 Topaz Street |
| E 101-41130-342 | | Refunds | \$200.00 | | pw dept - row refund 2351 Topaz Street |
| | | Total | \$400.00 | | |

City of St. Augusta

11/15/22 11:34 AM

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***Check Detail Register©**

Checks 27747-27762

| Check # | Check Date | Vendor Name | Amount | Invoice | Comment |
|-----------------|------------|-----------------------------------|--------------------|---------|--|
| 27757 | 11/15/22 | ICM HOMES LLC | | | |
| E 101-41130-342 | | Refunds | \$200.00 | | pw dept - row refund 2402 Jewel Street |
| E 101-41130-342 | | Refunds | \$200.00 | | pw dept - row refund 2511 Jewel Street |
| E 101-41130-342 | | Refunds | \$200.00 | | 22853 Silver Street |
| | | Total | \$600.00 | | |
| 27758 | 11/15/22 | LYLE BEUMER | | | |
| E 101-41130-342 | | Refunds | \$200.00 | | pw dept - row refund 23046 Turquoise |
| | | Total | \$200.00 | | |
| 27759 | 11/15/22 | MICHAEL GOHMAN | | | |
| E 101-41130-342 | | Refunds | \$200.00 | | pw dept - row refund 2524 Gableview Circle |
| | | Total | \$200.00 | | |
| 27760 | 11/15/22 | PROGRESSIVE BUILDERS | | | |
| E 101-41130-342 | | Refunds | \$200.00 | | pw dept - row refund 23005 Topaz Street |
| E 101-41130-342 | | Refunds | \$200.00 | | pw dept - row refund 22965 27th Avenue |
| E 101-41130-342 | | Refunds | \$200.00 | | pw dept - row refund 23058 Silver Avenue |
| | | Total | \$600.00 | | |
| 27761 | 11/15/22 | STEVE SPANIER | | | |
| E 101-41130-342 | | Refunds | \$200.00 | | pw dept - row refund 3785 210th Street |
| | | Total | \$200.00 | | |
| 27762 | 11/15/22 | WERSCHAY HOMES | | | |
| E 101-41130-342 | | Refunds | \$200.00 | | pw dept - row refund 21796 Talon Drive |
| E 101-41130-342 | | Refunds | \$200.00 | | pw dept - row refund 21879 Talon Drive |
| E 101-41130-342 | | Refunds | \$200.00 | | pw dept - row refund 22042 Majestic Drive |
| | | Total | \$600.00 | | |
| | | 10100 STATE BANK OF KIMBAL | \$44,160.86 | | |

Fund Summary

| | |
|-----------------------------------|--------------------|
| 10100 STATE BANK OF KIMBAL | |
| 101 GENERAL FUND | \$7,412.02 |
| 351 DEBT SERVICE SPECIAL ISSUES | \$35,621.34 |
| 602 SEWER FUND | \$1,127.50 |
| | \$44,160.86 |

Michael G. Zenzen

**City of St. August
Resolution #2022-20**

**OFFICIAL CANVAS OF MUNICIPAL ELECTION HELD
NOVEMBER 8, 2022**

WHEREAS, the City of St Augusta held a municipal election on Tuesday, November 8, 2022 to elect a Mayor and two City Council Members; and,

WHEREAS, the election was conducted according to all relevant Minnesota statutes.

WHEREAS, the official ballots cast and tabulated for each office and question follow:

Mayor

| | |
|-------------------------|-------|
| Michael G. Zenzen – | 1,421 |
| Write In (all others) - | 56 |

City Council Members

| | |
|-------------------|-----|
| Marlin Hommerding | 788 |
| Justin Backes | 720 |
| Mark Skaalerud | 610 |
| Brent Genereux | 455 |
| Write In | 24 |

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ST. AUGUSTA, STEARNS COUNTY, MINNESOTA THAT: Michael Zenzen is elected Mayor of the City of St. Augusta to a two-year term beginning January 3, 2023.

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF ST. AUGUSTA, STEARNS COUNTY, MINNESOTA THAT: Marlin Hommerding and Justin Backes be elected Council Members of the City of St. Augusta to a four-year term beginning January 3, 2023.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. AUGUSTA THIS
15th DAY OF NOVEMBER, 2022.**

Michael G. Zenzen, Mayor

Attest:

William R. McCabe, Clerk/Administrator

**REGULAR MEETING OF THE
PLANNING COMMISSION
CITY OF ST. AUGUSTA
November 15, 2022
7 PM**

CALL TO ORDER

APPROVAL OF AGENDA

PUBLIC HEARING: Pleasureland Site Plan/CUP/Variance

ADJOURNMENT

PUBLIC HEARING PROCESS:

- OPEN PUBLIC HEARING
 - STAFF PLANNER PRESENTATION OF APPLICATION & RECOMMENDATION
 - COMMENTS FROM THE PUBLIC AND/OR APPLICANT
 - CLOSE PUBLIC HEARING
 - PLANNING COMMISSION DISCUSSION/ACTION
-

Planning Commission Chair:
Planning Commission Members:

Glen Lommel
Brian Brown
Rick Christen
Ron Kraemer

Lee Meier
Jason Netland

**City Council may be in attendance at this meeting. No action will be taken on any of the agenda items at tonight's meeting.*

Collaborative Planning, LLC

MEMORANDUM

To: Bill McCabe, City Administrator

From: Cindy Nash, AICP

Date: November 11, 2022

Subj: Planning Review Comments – Pleasureland
Grading Plan dated November 3, 2022

I have reviewed the grading plans dated November 3, 2022 and have the following preliminary comments.

General Comments

1. The proposed use is RV storage and is proposed to be located on Lot 1, Block 1, White Oak Addition (“Subject Property”).
2. The business also operates on several other properties nearby and is subject to CUP 2000-V-02 (“2000 CUP”). The 2000 CUP was issued for property that was located within the B-2 Highway Commercial District at that time. The CUP was for the purpose of the sale and display of recreational vehicles, campers and related items including the outdoor display and sale of such items, pursuant to Section 56.06(G) of the Ventura Zoning Ordinance. The 2000 CUP is not valid for the Subject Property.
3. The property is currently zoned B-W Business Warehouse. Outdoor Sales may be permitted under a Conditional Use Permit in this zoning district.
4. No site plan was provided for review. The site plan should show existing easements, parking for customers, area for outdoor sales and other site features.
5. According to the recorded plat for White Oak, there are drainage and utility easements around the perimeter of the property. The City should review and determine whether it is acceptable to have parking/storage lot improvements within the drainage and utility easement.
6. No lighting plan was provided for review.

7. Outdoor sales areas are required to have either an asphalt or concrete surface.
8. Parking for the outdoor sales use is required. None is shown on the grading plan, and no plan for how parking is to be provided was submitted. Parking may potentially be either joint and/or off-site if a separate interim use permit is applied for as required by Sections 20.11 and 20.12 of the Zoning Ordinance. Alternatively, the entire CUP for Pleasureland could be combined into one CUP, and similarly the properties could be combined into one parcel for the purposes of ensuring that the site as a whole can meet permitting requirements.
9. A landscape plan is required to be submitted for all income-producing uses with a site plan application.
10. Engineering comments will be included within a separate memo.

cc: Jeremy Boots, Moore Engineering

Collaborative Planning, LLC

MEMORANDUM

TO: Planning Commission

FROM: Cindy Nash, AICP/EDFP

DATE: September 29, 2022

SUBJECT: **Pleasureland** for (1) Variance; and (2) Conditional Use Permit.

LOCATION: Lot 3, Block 1 White Oak Addition – 24610 County Road 75

Description of Request

The applicant is proposing to develop the property into a warehouse building. Applications for the following are requested:

1. Variance to temporarily permit a gravel parking lot
2. Conditional Use Permit for outside sales

Item 1: Recommendation on Variance

Public Hearing: November 15, 2022 Planning Commission

The proposed development does not meet all of the ordinance requirements for approval. The applicant is requesting a variance to the following items:

1. Temporarily permit the storage lot to be gravel.

Variances

The Board of Appeals may grant variances from the ordinance when there is supporting evidence related to various findings required under the Zoning Ordinance. In considering requests for variance, the Zoning Ordinance requires that findings be made such that the proposed action will not:

1. Impair an adequate supply of light and air to adjacent property.
2. Unreasonably increase the congestion in the public street.
3. Increase the danger of fire or endanger the public safety.
4. Unreasonably diminish or impair established property values within the neighborhood, or in any way be contrary to the intent of the Ordinance.
5. Violate the intent and purpose of the Comprehensive Plan.

Further, a variance from the ordinance can be granted if the applicant or owner establishes that there are practical difficulties in complying with the ordinance. Practical difficulties, as used in connection with the granting of a variance, requires an affirmative finding of the following criteria:

- a. The property owner or applicant proposes to use the property in a reasonable manner not permitted by this Ordinance;
- b. The plight of the property owner or applicant is due to circumstances unique to the property and not created by any persons presently or formerly having an interest in the parcel of land.
- c. The variance, if granted, will not alter the essential character of the locality.
- d. Economic considerations alone do not constitute practical difficulties.

Staff Recommendation

The Planning Commission should make a recommendation regarding the proposed variance. If the variance is recommended for approval, the following conditions are recommended to be included:

1. The parking lot shall be paved no later than November 30, 2023.

Item 2: Recommendation on Conditional Use Permit

Public Hearing: November 15, 2022 Planning Commission

Description of Request

The Developer has applied for a Conditional Use Permit for outdoor sales.

Staff have reviewed this site plan, and have provided the following comment memos related to items that need to be addressed:

- Moore Engineering memo dated November 10, 2022
- Collaborative Planning memo dated November 14, 2022

Outdoor Sales Area

No site plan was provided, and as such there is no information indicating how much of the gravel area would consist of outdoor sales.

Parking

This plan was submitted as a standalone plan as opposed to a modification to the existing site plan for Pleasureland. No customer parking was shown on the site plan, but would be required for a standalone use.

The plans should be revised to identify parking locations, or an updated CUP application and site plan should be submitted for the entire Pleasureland site.

Recommendation

If the Planning Commission recommends approval, the following conditions should be considered for inclusion in a permit:

1. All comments contained within the memo from Moore Engineering dated November 10, 2022 and the memo from Collaborative Planning dated November 14, 2022 are incorporated herein (collectively referred to as the “Staff Memos”).
2. The site shall be in substantial conformance with the grading plan for Pleasureland prepared by Stark Engineering, LLC and dated November 3, 2022 (the “Site Plan”), except as modified to address comments within the Staff Memos, and this Resolution #

2022-_____. Revised plans shall be submitted for review by the City Planner and City Engineer prior to the issuance of a grading permit.

3. Prior to use of the site for outdoor sales, the applicant shall submit a complete site plan and CUP application for amendment to the CUP and site plan which shall include all items required by the City of St. Augusta Zoning Ordinance including the parking and landscaping requirements.
4. To the extent that there are differences or conflicts between the Site Plan and this resolution, the terms of this resolution shall be controlling.
5. Plans for signage were not submitted. Prior to signage being installed on the property, the applicant shall obtain appropriate permits from the City.
6. Plans for lighting were not submitted. Prior to lighting being installed on the property, the applicant shall obtain appropriate permits from the City.
7. Plans for fencing were not submitted. Prior to fencing being installed on the property, the applicant shall obtain appropriate permits from the City.
8. The owner shall enter into a maintenance agreement with the City for stormwater management facilities. Easements may also be required to be provided for stormwater management facilities.
9. The site shall be operated and maintained in compliance with all local, state and federal regulations, as may be amended from time to time. The owner shall be responsible for obtaining and complying with all necessary permits from any other governmental agencies prior to commencement of development activities on the site.



3315 Roosevelt Road
Suite 300
St. Cloud, MN 56301
P: 320.281.5493



November 10, 2022

Bill McCabe
City Administrator
City of St. Augusta, MN
1914 250th Street
St. Augusta, MN 56301

Dear Mr. McCabe,

Upon your request we have performed a review of the proposed Pleasureland sales lot expansion. The Civil plan set dated 11/03/2022 has been deemed complete and it is our recommendation to approve the proposed application with the stipulations as stated in our attached Site Plan Review Checklist.

It is Moore Engineering, Inc.'s recommendation that the applicant shall:

1. In accordance to the City of St. Augusta's Stormwater Management Design Standards from March 7, 2017 any site over 5,000 s.f. must comply with the following:
 - a. Applicant must obtain a Stormwater Management Permit. No land disturbance or discharge of stormwater shall occur until this permit has been approved.
 - b. Applicant must prepare a SWPP plan
 - c. The owner shall enter into a maintenance agreement with the City of St Augusta for stormwater management facilities.
2. Work with MnDOT to obtain a ROW permit
3. Provide copy of NPDES permit.
4. Address comments in attached Site Plan Review Checklist.

If you have any questions, please feel free to contact myself or Dan Elmes at 320-281-5493.

Sincerely,

Jeremy Boots, PE
City Engineer

SITE PLAN REVIEW CHECKLIST

PROJECT / SITE INFORMATION

| | |
|-------------------|---|
| Permit Number: | |
| Project Name: | Sales Lot Expansion |
| Project Location: | 25064 Augusta Drive, St Cloud, MN 56301 |
| Disturbed Acres: | 26.44 |
| Owner: | PleasureLand RV |

REVIEW TRACKING

| | | |
|--|----------------------|--|
| Initial Submittal Date: | <u>9/29/2022</u> | |
| Reviewed By: Quentin Scott, EI, Dan Elemes, PE | Date: 10/26/2022 | |
| Review Findings: | Date Notified Owner: | |
| <input checked="" type="checkbox"/> Submittal Not Complete | <u>10/26/2022</u> | |
| <input type="checkbox"/> Complete & Disapprove - Does Not Meet Standards | | |
| <input type="checkbox"/> Complete & Approved with Stipulations | | |
| <input type="checkbox"/> Complete & Approved with no Stipulations | | |

| | | |
|---|----------------------|--|
| Follow-up Submittal Date (if required): | <u>11/03/2022</u> | |
| Reviewed By: Quentin Scott, EI, Dan Elemes, PE | Date: 11/10/2022 | |
| Review Findings: | Date Notified Owner: | |
| <input type="checkbox"/> Submittal Not Complete | | |
| <input type="checkbox"/> Complete & Disapprove - Does Not Meet Standards | | |
| <input checked="" type="checkbox"/> Complete & Approved with Stipulations | 11/10/2022 | |
| <input type="checkbox"/> Complete & Approved with no Stipulations | | |

| | | |
|--|----------------------|--|
| Follow-up Submittal Date (if required): | | |
| Reviewed By: | Date: | |
| Review Findings: | Date Notified Owner: | |
| <input type="checkbox"/> Submittal Not Complete | | |
| <input type="checkbox"/> Complete & Disapprove - Does Not Meet Standards | | |
| <input type="checkbox"/> Complete & Approved with Stipulations | | |
| <input type="checkbox"/> Complete & Approved with no Stipulations | | |

PleasureLand RV Sales Lot Expansion
 Site Plan Review Checklist
 November 10, 2022

SWPPP CONTENT CHECKLIST

| | Yes | No | NA | Requirement | MNR040000 (Municipal) | MNR100001 (Construction) |
|--|-------------------------------------|-------------------------------------|--------------------------|---|--------------------------|-----------------------------|
| 1 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Has a Stormwater Pollution Prevention Plan (SWPPP) been developed? If No: Stormwater Pollution Prevent Plan (SWPPP) meeting the minimum standards of the current MPCA Construction Stormwater Permit and City Ordinance? | 19.5 | 5.2, 5.3 |
| Minimum SWPPP Requirements (MPCA Construction Permit) | | | | | | |
| 2 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Description of the land disturbing activities. | 19.13 | |
| 3 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Knowledgeable person(s) / Chain of Responsibility. | 19.11 | 5.21 |
| 4 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Training documentation. | 19.11, 1914 | 5.20 |
| 5 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Designs, Calculations, and Narrative describing timing of installation of ESC BMPs and Permanent Stormwater Management Facilities. | | 5.4,5.6 |
| SWPPP Components Required to be Incorporated into the Project's Final Documents | | | | | | |
| 6 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Location and type of BMPs. | 19.5 | 5.5 |
| 7 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Quantities. | | 5.7 |
| 8 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Pre-development Impervious Acres = 7.14 ac Post Development Impervious Acres = 20.50 ac Sum of new impervious surface + fully reconstructed impervious surface = 13.36 ac | 19.13 | 5.8 |
| 9 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Existing Conditions Site Map(s): existing grades, drainage areas, drainage arrows. Note: | | 5.9 |
| 10 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Proposed Conditions Site Map(s): proposed grades, drainage areas, drainage arrows, steep slopes, impervious surfaces, soil types, potential pollution generating areas. Notes: | | 5.9, 5.11 |

| | | | | | | |
|----|-------------------------------------|-------------------------------------|-------------------------------------|---|------|------|
| 11 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The SWPPP must include a map of all surface waters, existing wetlands, and stormwater ponds or basins. | | 5.10 |
| 12 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Permittees must identify locations of 50' buffer zones as required in item 9.17 and 100' permanent buffer zones as required | 19.9 | 5.12 |
| 13 | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | The SWPPP must include any stormwater mitigation measures proposed to be part of the final project in any environmental review document, endangered species review, archeological or other required local, state or federal review conducted for the project. | | 5.16 |
| 14 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The SWPPP must describe the methods used for permanent cover of all exposed soil areas. | | 5.17 |
| 15 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Construction Phasing | | 5.18 |
| 16 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | For projects with a discharge point on the project within one (1) mile (aerial radius measurement) of and which flows to an impaired water, permittees must identify the impaired water(s), and any United States Environmental Protection Agency (USEPA)-approved Total Maximum Daily Load (TMDL) for the pollutant(s) or stressor(s). | | 5.19 |
| 17 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The SWPPP must describe any specific chemicals and chemical treatment systems used for enhancing the sedimentation process and how it achieves compliance with item 9.18. [Minn. R. 7090] | | 5.22 |
| 18 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The SWPPP must identify the person(s), organizations, or entities responsible for long-term operation and maintenance of permanent stormwater treatment systems. | | 5.23 |
| 19 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The SWPPP must describe methods to minimize soil compaction and preserve topsoil. Minimizing soil compaction is not required where the function of a | | 5.24 |

| | | | | | | |
|----|-------------------------------------|--------------------------|-------------------------------------|--|--|-------|
| | | | | specific area dictates compaction. [Minn. R. 7090] | | |
| 20 | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | The SWPPP must include any site assessments for groundwater or soil contamination required in item 16.15. [Minn. R. 7090] | | 5.25 |
| 21 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | BMP Design Factors | | 5.26 |
| 22 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Soil Management: | | |
| | | | | Site/Project Specific SWPPP Requirements | | |
| 23 | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Does the SWPPP address Karst areas, if applicable? | | 16.20 |

CONSTRUCTION SITE STORMWATER RUNOFF CONTROL CHECKLIST

| | Yes | No | NA | Requirement | MNR040000 (Municipal) | MNR100001 (Construction) |
|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|---|--------------------------|-----------------------------|
| 24 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Does the SWPPP include appropriate final stabilization? | | 5.23 |
| 25 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Does the SWPPP adequately require site inspections and BMP maintenance? (inspections every 7 days and after 0.5-inch rainfall event) | | 11.2 |
| Temporary Sediment Basins | | | | | | |
| 26 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Have temporary sediment basins been incorporated into the project documents? Required where 10 acres or more drain to a common location; 5 or more acres if discharges to impaired or special water. | | 9.4,14.2,14.9 |
| 27 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Live storage = runoff from a 2-year, 24-hour storm for each acre draining to basin. (minimum of 1800 cf for each acre draining to basin) Or Live Storage = 3600 cf for each acre draining to basin. | | 14.3 |
| 28 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Outlet designed to prevent short circuiting and discharge of floating debris. | | 14.5 |
| 29 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Basin has ability for complete drawdown. | | |
| 30 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Outlet withdrawals water from surface. | | 14.6 |
| 31 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Includes stabilized emergency overflow. | | 18.7 |
| 32 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Energy dissipation provided at outlet. | | 8.9 |
| 33 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Location outside of surface waters, buffer areas, and wetlands. | | 14.8 |
| 34 | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Documented infeasibly provided along with equivalent BMPs | | 14.10 |
| Dewatering Activities | | | | | | |
| 35 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Have dewatering activities been addressed in project documents? | | 10.1-5 |
| 36 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Dewatering discharges directed to sediment basin or other BMPs. | | 10.1-5 |
| 37 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Downstream / downslope property protected. | | 10.1-5 |
| Erosion Prevention Practices | | | | | | |

| | | | | | | |
|----|-------------------------------------|-------------------------------------|-------------------------------------|---|--|-----------|
| 38 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have erosion prevention practices been incorporated into project documents. Examples: Construction Phasing, Vegetative Buffer Strips, Horz. Slope Grading, etc. | | 8.1-10 |
| 39 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Areas not to be disturbed are clearly identified / marked. | | 8.2 |
| 40 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Areas with steep slopes (3:1 or steeper) are identified and addressed. | | 8.3 |
| 41 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Exposed soils required to be stabilized within set timeframe, including stockpiles. | | 8.4 |
| 42 | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Fish spawning BMP, if necessary. (time frames, 200 feet from waters edge, 24 hour stabilization) | | 8.5 |
| 43 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Stormwater conveyance channels, ditch and/or swale BMPs. (divert around site, 200 feet from discharge point/property edge within 24 hours, hydromulch, mulch, tackifiers, etc. not acceptable as stabilization) | | 8.8 |
| 44 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Pipe outlets are adequately protected, within 24 hours. | | 8.9 |
| 45 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Whenever possible, BMP discharges are directed to vegetated areas. | | 9.16 |
| 46 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Other: | | |
| | | | | Sediment Control Practices | | |
| 47 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have sediment control practices been incorporated into project documents to minimize sediment and other pollutants from entering surface waters, including curb and gutter systems and storm sewer systems? | | 9.2-18 |
| 48 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Perimeter Control | | 9.5 |
| 49 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Inlet protection | | 9.7 |
| 50 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Temporary Stockpile sediment control | | 9.9 |
| 51 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Construction entrances, vehicle tracking BMPs | | 9.11,9.12 |
| 52 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Maintain 50 foot buffer from surface waters or redundant BMPs | | 9.17 |
| 53 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Chemical treatment details, if applicable. | | 9.18 |
| | | | | Pollution Prevention Measures | | |

| | | | | | | |
|----|-------------------------------------|--------------------------|--------------------------|--|--|-----------|
| 54 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Does the SWPPP incorporate pollution prevention management measures to reduce the probability of spills, leaks and discharges of pollutants? | | 12.1-12.9 |
| 55 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Building products that have the potential to leach pollutants are covered. | | 12.2 |
| 56 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Pesticides, herbicides, insecticides, fertilizers, treatment chemicals, and landscape materials are covered. | | 12.3 |
| 57 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Hazardous materials and toxic waste stored in sealed containers. | | 12.4 |
| 58 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Solid waste stored and disposed of in accordance with Minn. R. ch. 7035 | | 12.5 |
| 59 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Portable toilets secured. | | 12.6 |
| 60 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Fuel and chemical loading and unloading operations. | | 12.7 |
| 61 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Vehicle and equipment washing. | | 12.8 |
| 62 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Engine degreasing is not allowed. | | 12.8 |
| 63 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Concrete and other washout operations, including signage. | | 12.9 |

POST-CONSTRUCTION STORMWATER MANAGEMENT REQUIREMENT CHECKLIST

Applies to projects with one (1) acre or more of land disturbance and/or construction activity. These projects must incorporate post-construction (permanent) stormwater management best management practices/systems into site plans and project documentation to manage stormwater long term once construction activity is complete.

| | | | | | MNR040000 (Municipal) | MNR100001 (Construction) |
|----|-------------------------------------|-------------------------------------|--------------------------|--|--------------------------|-----------------------------|
| | Yes | No | NA | | | |
| 64 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have Green Infrastructure techniques and practices been considered and been given preference as design options consistent with zoning, subdivision and PUD requirements? (i.e. infiltration, evapotranspiration, reuse/harvesting, conservation design, urban forestry, green roofs, etc.) | | |
| 65 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do post-development peak flow rates match or been reduced from pre-development peak flow rates for the 2, 10, and 100-year, 24-hour storm events, at each discharge point from the project area? | | |
| 66 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Have stormwater conveyance systems been properly designed for at least the 10-year storm event? | | |
| 67 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Has flood control been considered and addressed? | | |
| 68 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the low floor elevation shall be set to the higher of the following? a. Where an effective Base Flood Elevation (BFE) has been established the low floor elevation adjacent to a surface water body shall be established in accordance with the City's Floodplain Management Ordinance. b. The low floor elevation shall be two (2) feet or more above the 100-year/24-hour event as determined by a technical evaluation by a qualified engineer or hydrologist. | | |

| | | | | | | |
|----|-------------------------------------|-------------------------------------|--------------------------|---|--|------|
| 68 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is an emergency overflow incorporated into the site design at or above the BFE or modeled 100-year/24-hour event high water level to convey a 100-year discharge away from buildings to the next downstream water body (The lowest opening shall be at least one and a half (1.5) feet above the emergency overflow elevation of the adjacent water body) | | 18.7 |
| 69 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have high water elevations been evaluated correctly where overflows do not exist? They must be evaluated with analysis based on runoff volume resulting from a 100-year/10-day snowmelt (7.2 inches and saturated or frozen soil conditions [CN=100]) and/or the runoff resulting from a 100-year back-to-back rain event. | | |
| 70 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have hydrological assessments and appropriate modeling been completed to show compliance with the City's water quality and volume control requirements by meeting either the Annual Average Standards or MIDS? | | |
| 71 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The MIDS standards have been met? <ul style="list-style-type: none"> Flexible treatment options have been properly implemented and documented, if applicable. Flexible treatment option used: | | |
| 72 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The Annual Average Standards have been met? <ul style="list-style-type: none"> Stormwater management limitations and exceptions have been properly implemented and documented, if applicable. Mitigation provisions have been properly implemented and documented, if applicable. | | |
| 73 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The City's design computation criteria has been used and documented in the design and analysis of stormwater management and conveyance systems? | | |

| | | | | | | |
|----|-------------------------------------|-------------------------------------|-------------------------------------|--|-------|------|
| 74 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do infiltration practices have at a minimum: a. Shall provide for pre-treatment of runoff to trap sediment prior to entering the infiltration system. b. Must be designed to draw down to the bottom elevation of the practice within 48 hours. The maximum ponding depth shall be based on the soil infiltration rate determined from site specific soil investigation data taken from the location of proposed infiltration practice(s) on site. | | 17.7 |
| 75 | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Do stormwater wet ponds have a minimum 4-foot ponding depth and maximum 10-foot ponding depth. | | |
| 76 | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Do stormwater wet ponds have a minimum 20-foot buffer around the perimeter of the basin. The buffer shall extend from the 100-year high water level. | | |
| 77 | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Do stormwater wet ponds have an aquatic bench having 10:1 (H:V) slope for the first 10 feet extending down from the normal water level of the basin. | | |
| 78 | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Do stormwater wet ponds have a 3:1 maximum slope. | | |
| 79 | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Are wet ponds configured to prevent short circuiting? | | 18.6 |
| 80 | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Do wet ponds have skimming devices designed to remove oils and floatable material. | | |
| 81 | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Do wet ponds liner material (compacted cohesive soils, geosynthetic materials, plastic liner, soil additives, or other material) if located in areas with high infiltration rates and/or when located in areas with prohibited infiltration to create a permanent pool and prevent contamination of ground water. | | |
| 82 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Has a Maintenance Agreement been completed? | 20.15 | |

| | | | | | | |
|----|-------------------------------------|--------------------------|--------------------------|--|-------|--|
| 83 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Has a Maintenance Plan been developed? | 20.15 | |
|----|-------------------------------------|--------------------------|--------------------------|--|-------|--|

HYDROLOGIC AND HYDRAULIC MODELING CHECKLIST

| | Yes | No | NA | | MNR040000 (Municipal) | MNR100001 (Construction) |
|----|-------------------------------------|-------------------------------------|--------------------------|--|--------------------------|-----------------------------|
| 84 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do the sum of the existing and proposed drainage areas equal each other? | | |
| 85 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are rain fall amounts and distributions for storm water management and conveyance system analysis utilizing the St Augusta location of the NOAA Atlas 14 data and distributions with antecedent moisture conditions 2 (AMC-2)? | | |
| 86 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do the existing drainage areas on the drainage map scale off to equal the area modeled? | | |
| 87 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do the proposed drainage areas on the drainage map scale off to equal the area modeled? | | |
| 88 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the modeled storm duration accurate? | | |
| 89 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Is the directly connected impervious area modeled as a separate sub catchment? | | |
| 90 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are the storage area outlets modeled accurately? | | |
| 91 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are the times of concentrations used reasonable? | | |
| 92 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do the curve numbers used accurately represent the existing and proposed conditions (including incorporating soil information)? | | |

Notes/Comments:

Line 7

- Provide estimated quantities for erosion control BMPs in Plans.

Line 11, 12, and 16

- Provide map of all surface waters, existing wetlands, and stormwater ponds or basins within 1 mile of the site. Verify buffer zones and impaired waters.

Line 20

- Include soil borings to verify site soils and groundwater elevation.

Line 24

- Include final stabilization/landscaping in plan set.

Line 26 through 34

- Include Temporary Sediment basins in plans.

Line 35 through 37

- Include notes regarding dewatering in plan set.

Line 40

- Add notes and callouts to address slope stabilization.

Line 46

- Include silt fence along entire perimeter of infiltration basin, to stay in place until onsite soils have been permanently vegetated.

Line 49

- Include inlet protection for proposed catch basins.

Line 66 and 73

- Provide calculations for pipe sizing and conveyance.

Line 82

- Include Maintenance Agreement.

Line 89

- Revise HydroCAD model to use "Santa Barbara Urban Hydrograph (SBUH)" weighting rather than composite curve number method.

Additional Comments:

- Provide copies of NPDES permit and MnDOT Right of Way permit prior to disturbing ground.

Summary:

The proposed infiltration basin appears to be appropriately designed, assuming soil borings verify Type A soils onsite and groundwater levels are not within three feet of the bottom of the proposed basin. The southern basin is oversized for the current proposed improvements to accommodate future development. At the time of future development, plans will need to be provided to verify impervious area and grading assumptions outlined in this submittal are still valid, or if additional treatment is necessary.

**CITY OF ST. AUGUSTA
COUNTY OF STEARNS**

RESOLUTION #2022- 21

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT AND SITE PLAN
FOR A PROJECT KNOWN AS PLEASURELAND EXPANSION**

WHEREAS, Pearson 1031 Holdings, LLC, a Wisconsin limited liability company (“Developer”) is owner of certain property legally described as follows:

Lot 1, Block 1, WHITE OAK ADDITION

(the “Subject Property”); and

WHEREAS, the property is zoned Business Warehouse; and

WHEREAS, the Developer has submitted an application for a Conditional Use Permit and Site Plan to permit the Developer to install an outdoor sales lot that will temporarily be surfaced in gravel so as to allow the Developer to improve the Subject Property as an outdoor sales lot, the most recent revision of said plans prepared by Stark Engineering, LLC and last updated November 3, 2022 (unless noted differently below) and containing the following sheets:

1. Grading and Erosion Control Plan (2 sheets)

(the “Site Plans”); and

WHEREAS, the application was reviewed by the Planning Commission at its meeting on November 15, 2022. The Planning Commission recommended approval of the request; and

NOW, THEREFORE, BE IT RESOLVED, the City Council makes the following findings:

- A. That the conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted. *Immediately adjacent properties are owned by the developer, and are zoned and used for the same use. Not all of the adjacent properties used for Pleasureland have received a Conditional Use Permit.*
- B. That the establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for predominant uses in the area. *The developer owns several adjacent parcels which are already used for the same use.*
- C. That adequate utilities, access streets, drainage, and other necessary facilities have been or will be provided for the proposed conditional use. *Stormwater permitting has not been completed for the Subject Property and completion is a requirement of*

- approval. Further, it is unknown as to whether sufficient stormwater ponding and treatment was provided prior to the use of adjacent properties by the Developer. For these reasons, a condition is included that requires the Developer to submit plans to combine the properties currently and proposed to be used for Pleasureland into one lot and one Conditional Use Permit, and to provide stormwater treatment, and to meet other Zoning Ordinance requirements.*
- D. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed conditional use. *No information was provided related to off-street parking and loading. The parking and loading will be reviewed when the Developer submits an application and plans to combine the Pleasureland properties into one lot and one CUP.*
 - E. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise, and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result from the proposed conditional use. *The potential use of Class 2 gravel that may result in dust is of concern. With appropriate mitigation, either through the installation of crushed asphalt or dust control, this concern may be mitigated. The variance granted will limit the time that this sales display area may remain surfaced in gravel.*
 - F. That proper facilities are or will be provided which would eliminate any traffic generation or traffic hazard which may result from the proposed conditional use. *The conditional use does not add any additional traffic generation or traffic hazard.*
 - G. That there is a demonstrated need for the proposed use. *The product being sold is recreational vehicles, which is not practical to keep within buildings.*
 - H. That the proposed use is in compliance with any land use plan adopted by the City. *The use is generally in compliance with the land use plan.*
 - I. That the affected property does not contain any wetlands or public water over which the United States, the State of Minnesota, or their respective agencies or political subdivisions have control or jurisdiction, or which are otherwise regulated by the United States, the State of Minnesota, or their respective agencies or political subdivisions. *Impacts to any wetlands or public waters on site, if any, will be addressed as appropriate with any regulating agencies.*

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council hereby approves the application for a conditional use permit subject to the following conditions:

1. All comments contained within the memo from Moore Engineering dated November 10, 2022 and the memo from Collaborative Planning dated November 14, 2022 are incorporated herein (collectively referred to as the “Staff Memos”).
2. The site shall be in substantial conformance with the grading plan for Pleasureland prepared by Stark Engineering, LLC and dated November 3, 2022 (the “Site Plan”), except as modified to address comments within the Staff Memos, and this Resolution # 2022-_____. Revised plans shall be submitted for review by the City Planner and City Engineer prior to the issuance of a grading permit.

3. Prior to use of the Subject Property for outdoor sales, the applicant shall submit to the City the following:
 - a. A complete site plan and CUP application for amendment to the CUP and site plan covering all lots in St. Augusta which Pleasureland is using for outdoor sales, which shall include all items required by the City of St. Augusta Zoning Ordinance including the parking and landscaping requirements.
 - b. An application to combine all Pleasureland parcels upon which outdoor sales are occurring into one lot consistent with the integrated use of all such lots for one unified business use.
4. Applicant shall receive approval for an amended CUP and site plan approval covering all lots in St. Augusta which Pleasureland is using for outdoor sales, and shall successfully combine all such lots into one lot no later than April 30, 2022.
5. Applicant shall abide by all requirements of St. Augusta's ordinances, including, but not limited to, St. Augusta's Zoning Ordinance and Subdivision Ordinance.
6. To the extent that there are differences or conflicts between the Site Plan and this resolution, the terms of this resolution shall be controlling.
7. Plans for signage were not submitted. Prior to signage being installed on the property, the applicant shall obtain appropriate permits from the City.
8. Plans for lighting were not submitted. Prior to lighting being installed on the property, the applicant shall obtain appropriate permits from the City.
9. Plans for fencing were not submitted. Prior to fencing being installed on the property, the applicant shall obtain appropriate permits from the City.
10. The owner shall enter into a maintenance agreement with the City for stormwater management facilities. Easements may also be required to be provided for stormwater management facilities.
11. The site shall be operated and maintained in compliance with all local, state and federal regulations, as may be amended from time to time. The owner shall be responsible for obtaining and complying with all necessary permits from any other governmental agencies prior to commencement of development activities on the site.
12. The retail display and parking areas shall have either a dustless surface such as crushed asphalt (or other surface as approved by the City Engineer) or shall be treated with dust control. Dust shall be controlled on the retail display area, and if not controlled as determined by the City the property owner shall take measures determined appropriate by the City to mitigate the dust.

The variance shall expire and be considered null and void if construction of the improvements as shown on the Site Plans has not begun by November 15, 2023.

Council members voting in favor:

Opposed or abstained:

Adopted by the City Council this 15th day of November, 2022.

Michael G. Zenzen, Mayor

Attest:

William R. McCabe, Clerk/Administrator

C:\Users\cnash\Dropbox\St Augusta\Developments\Site Plans\Pleasureland\Resolution\RES Pleasureland L1B1
White Oak CUP draft1.doc

**CITY OF ST. AUGUSTA
COUNTY OF STEARNS**

RESOLUTION #2022-22

**A RESOLUTION APPROVING A VARIANCE FOR A PROJECT KNOWN AS
PLEASURELAND EXPANSION**

WHEREAS, Pearson 1031 Holdings, LLC, a Wisconsin limited liability company (“Developer”) is owner of certain property legally described as follows:

Lot 1, Block 1, WHITE OAK ADDITION

(the “Subject Property”); and

WHEREAS, the property is zoned Business Warehouse; and

WHEREAS, the Developer has submitted an application for a Variance to permit the Developer to install an outdoor sales lot that will temporarily be surfaced in gravel so as to allow the Developer to improve the Subject Property as an outdoor sales lot, the most recent revision of said plans prepared by Stark Engineering, LLC and last updated November 3, 2022 (unless noted differently below) and containing the following sheets:

1. Grading and Erosion Control Plan (2 sheets)

(the “Site Plans”); and

WHEREAS, the application was reviewed by the Planning Commission at its meeting on November 15, 2022. The Planning Commission recommended approval of the request; and

NOW, THEREFORE, BE IT RESOLVED, the City Council makes the following findings:

1. The temporary gravel parking surface does not result in any changes to an adequate supply of light and air to adjacent property.
2. The temporary gravel parking surface does not increase the congestion in the public street.
3. The temporary gravel parking surface does not increase the danger of fire or endanger the public safety.
4. The temporary gravel parking surface does not unreasonably diminish or impair established property values within the neighborhood, or in any way be contrary to the intent of the Ordinance.
5. The temporary gravel parking surface does not violate the intent and purpose of the Comprehensive Plan.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the City Council makes the following findings:

1. The property owner or applicant proposes to use the property in a reasonable manner not permitted by this Ordinance as the property is larger than a typical property and the surface of the parking lot can be reasonably provided in a manner that controls dust;
2. The plight of the property owner or applicant is due to circumstances unique to the property and not created by any persons presently or formerly having an interest in the parcel of land.
3. The variance, if granted, will not alter the essential character of the locality.
4. Economic considerations alone do not constitute practical difficulties.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council hereby approves the application for a variance subject to the following conditions:

1. A variance permitting the temporary use of crushed asphalt or Class 2 gravel with dust control over the retail display areas shall apply to Lot 1, Block 1 WHITE OAK ADDITION. Revised plans shall be submitted to the City for review and approval for the permanent improvements to be made to the Subject Property. Dust shall be controlled on the retail display area, and if not controlled as determined by the City the property owner shall take measures determined appropriate by the City to mitigate the dust. The retail display area shown as "Edge of Bituminous" on the Site Plans shall be surfaced in asphalt or concrete not later than , 2023 and shall be maintained in good repair thereafter.

The variance shall expire and be considered null and void if construction of the improvements as shown on the Site Plans has not begun by November 15, 2023.

Council members voting in favor:

Opposed or abstained:

Adopted by the City Council this 15th day of November, 2022.

Michael G. Zenzen, Mayor

Attest:

William R. McCabe, Clerk/Administrator