

CITY OF HAM LAKE

15544 Central Avenue NE
Ham Lake, Minnesota 55304
(763) 434-9555
Fax (763) 434-9599

CITY OF HAM LAKE PLANNING COMMISSION AGENDA MONDAY, NOVEMBER 13, 2023

CALL TO ORDER: 6:00 p.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: October 23, 2023

PUBLIC HEARINGS: None

OLD BUSINESS:

1. Stalberger, MN Development LLC, requesting Sketch Plan approval for a development located at 2506 Swedish Drive NE (47 Residential Single Family lots and 1 outlot) in Section 4

NEW BUSINESS: None

COMMISSION BUSINESS:

1. City Council Update

CITY OF HAM LAKE
PLANNING COMMISSION MINUTES
MONDAY, OCTOBER 23, 2023

The Ham Lake Planning Commission met for its regular meeting on Monday, October 23, 2023 in the Council Chambers at Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT: Commissioners Brian Pogalz, Jeff Entsminger, Jonathan Fisher, Erin Dixson and David Ross

MEMBERS ABSENT: Commissioners Dave Ringler and Kyle Lejonvarn

OTHERS PRESENT: City Engineer Dave Krugler, Building and Zoning Official Mark Jones and Building and Zoning Clerk Jennifer Bohr

CALL TO ORDER: Chair Pogalz called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE:

The pledge of allegiance was recited by all in attendance.

APPROVAL OF MINUTES:

Motion by Ross, seconded by Fisher, to approve the minutes of the October 9, 2023 Planning Commission meeting as written. All present in favor, motion carried.

PUBLIC HEARING:

Ryan Becker of Unlimited Concrete Concepts, LLC requesting a Conditional Use Permit to operate a construction service contractor business at 16651 Polk Street NE

Mr. Ryan Becker was present. Mr. Becker stated he is the owner of Unlimited Concrete Concepts LLC, he has 20 employees and has been operating the company since 2007. Mr. Becker stated his company does concrete related construction services focusing on remodeling and restoration projects. Mr. Becker stated their specialty is decorative or stamped concrete driveways, patios and sidewalks. Chair Pogalz asked Engineer Krugler to comment. Engineer Krugler stated the Creekside Farms plat stormwater design identified the ultimate build out of the lots within the plat and Unlimited Concrete follows that plan. Engineer Krugler stated there are no additional storm water requirements, however a Minnesota Pollution Control Agency National Pollutant Discharge Elimination System Construction Stormwater Permit must be obtained prior to the start of construction due to the disturbed area being over one-acre. Engineer Krugler stated a Coon Creek Watershed District (CCWD) permit is also required before grading operations can commence. Engineer Krugler stated a landscaping plan has been provided; the Commission will need to determine whether the proposed landscaping adjacent to the

public roadway is adequate. Chair Pogalz asked for confirmation that the trees shown on the landscape plan met the requirements for decorative trees along the right-of-way adjacent to the public roadway and that the City didn't require trees that would provide screening. Engineer Krugler stated the trees on Unlimited Concrete LLC's plans could be decorative. Engineer Krugler stated trees that provided screening between the commercial development and residential property are to be put in place by the developer. Chair Pogalz stated that when the City reviews another commercial plat, the City might want to identify some preferred tree varieties to be planted within the plat by land owners. Building and Zoning Official Jones stated the Code stipulates that trees planted between commercial and residential property be conifer trees but it does not specify decorative tree types to be planted. Building and Zoning Official Jones stated decorative tree types would need to be identified in City Code in order to be able to enforce the planting of specified tree varieties. Engineer Krugler stated the development agreement or covenants for the plat could identify select tree varieties to be planted for future developments, but was not identified in Creekside Farms. Chair Pogalz asked Building and Zoning Official Jones if he had any additional comments to what was stated in his staff report. Building and Zoning Official Jones stated for commercial building plans and Conditional Use Permits (CUP), Code states aesthetically screened outside storage is permitted outside storage if used as a condition of approval of any site plan or CUP on the CD-1 or CD-2 parcel. The former Suburban Rental site (13763 Johnson St NE) has aesthetically screened outdoor storage. Building and Zoning Official Jones stated any licensed, over the road vehicle must be in the screened in area on a concrete or bituminous surface. Chair Pogalz asked if Code could be less strict for this request. Building and Zoning Official Jones stated the outdoor storage requirements are more relaxed in the CD-2 district; screening will need to be via an opaque fence. Chair Pogalz completed the inspection; a copy which is on file. Chair Pogalz stated the site is currently a vacant lot with a building pad. Chair Pogalz asked Mr. Becker to take part in the screening discussion. Mr. Becker stated he will construct a fence if it is required. Building and Zoning Official Jones stated the Mr. Becker can submit information about the type of fence he intends to construct with the building plans. Chair Pogalz stated Mr. Becker has requested approval for operating hours to start at 6:00 am. Mr. Becker stated, during the summer, his employees normally begin to arrive at the shop around 6:00 am. Mr. Becker stated they are normally at the shop from 6:00 am to 8:00 am. Chair Pogalz stated other CUP's have been reviewed and business hours start at 7:00 am, so to be consistent, the business hours will need to start at 7:00 am as well. Mr. Becker asked if employees could arrive earlier if activity doesn't entail noise. Building and Zoning Official Jones stated the start-up of heavy equipment, trucks, especially diesel trucks, and any equipment with back-up alarms could not be done until 7:01 am.

Chair Pogalz opened the public hearing at 6:15 p.m. and asked for public comment; with there being none, Chair Pogalz closed the public hearing at 6:15 p.m.

Motion by Pogalz, seconded by Fisher, to recommend approval of Ryan Becker's request for a Conditional Use Permit to operate a construction service contractor business at 16651 Polk Street Ne subject to all outside storage being on a Class V surface and screened by an eight-foot tall, opaque, code compliant fence that is acceptable to the Building Official, operating hours of 7:01 am to 10:00 pm, meeting

all the requirements noted in the City Engineer's memorandum and Building Official's staff report and meeting all City, County and State requirements. All present in favor, motion carried. *This application will be placed on the City Council's Monday, November 6, 2023 agenda.*

NEW BUSINESS:

Ryan Becker of Unlimited Concrete Concepts, LLC requesting Commercial Site Plan approval to construct a 4,608 square foot office/warehouse building at 16651 Polk Street NE. PID# 08-32-23-33-0007

Chair Pogalz stated this request is also from Mr. Becker. Chair Pogalz stated Building and Zoning Official Jones has a few different suggested conditions for site plan approval. Chair Pogalz asked Building and Zoning Official Jones if he had any additional comments. Building and Zoning Official Jones stated the soffit and overhang that are on the current plan set submitted to the City do not meet Code. Building and Zoning Official Jones stated the west side of the building, which faces Polk Street NE, currently does not show wainscot along the entire length of the building as required by Code. Mr. Becker asked if he could remove the wainscot shown on the backside of the building. Building and Zoning Official Jones stated he could. Chair Pogalz asked Mr. Becker if he had any concerns about what has been recommended and discussed. Mr. Becker said he did not. **Motion by Pogalz, seconded by Fisher, to recommend approval of Ryan Becker's request for commercial site plan approval to construct a 4,608 square foot office/warehouse building at 16651 Polk Street NE subject to the following conditions: the applicant submits architectural plans, with engineering, that meet the standards for site and building construction in CD-2 zoning, the number of parking spaces provided and the design of the septic system meet the maximum occupancy load of the building, all surfaces used for customer and employee parking, and for storage of over the road vehicles, shall be asphalt or concrete to specifications established and approved by the City Engineer, all refuse containers are to be stored inside of the building or comply with Article 9-220.1.f if stored outside of the building, obtaining a Minnesota Pollution Control Agency National Pollutant Discharge Elimination System Construction Stormwater Permit and a Coon Creek Watershed District (CCWD) permit prior to the commencement of grading operations, meeting all the requirements of the City Engineer and Building Official and meeting all City, County and State requirements. All present in favor, motion carried. *This application will be placed on the City Council's Monday, November 6, 2023 agenda.***

Jeff Stalberger, MN Development LLC, requesting Sketch Plan approval for a development located at 2506 Swedish Drive NE (47 Residential Single Family lots and 1 outlot) in Section 4

Mr. Jeff Stalberger, Sr. Mr. Jeff Stalberger, Jr. and Mr. Ryan Stalberger were present. Mr. Stalberger Sr. spoke on behalf of the project. Mr. Stalberger stated the development of 47 lots is west of County Road 68 (Xylite Street NE) near the Ham Lake and East Bethel border. Mr. Stalberger stated the land that will be developed currently consists of corn fields, a little wetland and some woods. Mr. Stalberger stated Engineer Collins stated a connection to 177th Avenue will be required to connect the existing temporary cul-de-sac and Engineer Krugler stated that the sketch plan complies with that

requirement. Mr. Stalberger stated he is proposing to realign a portion of Swedish Drive NE. Mr. Stalberger stated Swedish Drive NE's title is vague and has never had a roadway easement dedication to the City. Mr. Stalberger stated he has talked with Engineer Krugler about connecting Swedish Drive NE to a Municipal State Aid (MSA) route that would go west and connect to Highway 65 NE at 181st Avenue. Engineer Krugler stated he misspoke about the MSA route. Engineer Krugler stated he misread a map and the route discussed with Mr. Stalberger is a *potential* MSA route, it has not officially been designated as an MSA route. Mr. Stalberger asked if Swedish Drive is to be built to MSA standards. Engineer Krugler stated curve radii of 312-feet will be required to be to MSA standards even if the road will not be to the thickness required for an MSA route. Chair Pogalz asked if the State of Minnesota provided funding for MSA routes. Engineer Krugler stated the State of Minnesota provides the City with an allotment of funds every year to use for roads designated as MSA routes within the City. Discussion ensued about specifications and requirements for MSA routes. Mr. Stalberger stated the title work for Swedish Drive NE never dedicated, 33' of roadway easement from the center of the road. Mr. Stalberger stated Swedish Drive, near the church and cemetery, is someone else's property. Mr. Stalberger stated in Engineer Krugler's memo, he has noted a separate document providing right-of-way from the owners of parcels 04-32-23-13-0003 and 04-32-23-13-0005 will need to be provided. Mr. Stalberger stated those parcels are someone else's property and he doesn't feel it should be his responsibility to obtain right-of-way for Swedish Drive NE on property he doesn't own. Mr. Stalberger stated he will dedicate right-of-way for the property he owns but he does not know how right-of-way west of the development can be obtained. Mr. Stalberger stated he can talk with adjacent property owners about dedicating right-of-way but does not feel obtaining right-of-way way from other property owners should be a condition of approval of his plat. Mr. Stalberger stated the outlot is a separate parcel that isn't buildable. Mr. Stalberger stated he is aware that the City does not want to have unbuildable outlots and because this proposed outlot is across Xylite Street NE and is not connected to other lots in the plat, it could be deeded to an adjacent property owner. Chair Pogalz asked Engineer Krugler to comment on the sketch plan. Engineer Krugler stated, as mentioned earlier, Swedish Drive NE is a potential MSA route. Engineer Krugler stated Xylite Street NE is under the jurisdiction of the Anoka County Highway Department and they may require a left turn or bypass lane for the intersection with Swedish Drive NE. Engineer Krugler stated the City of Ham Lake and East Bethel identify Xylite Street NE/Greenbrook Drive as a future bike path. Engineer Krugler stated Superintendent Witkowski, should ask the Park Committee if land should be dedicated for a bike path as the current recommendation is fees in lieu of the dedication of land. Engineer Krugler stated FEMA Letters of Map Amendment will be required for several lots as noted in his October 19, 2023 memo. Engineer Krugler stated Swedish Drive NE is the boundary between the Coon Creek Watershed District (CCWD) and the Upper Rum River Watershed Management Organization (URRWMO). Engineer Krugler stated wetland impacts will be reviewed by CCWD and the City be the responsible authority for the URRWMO area to review rate control and ensure storm water rate control requirements are met. Engineer Krugler stated a Natural Heritage Information System data review by the DNR will be required to determine whether any state-protected species may be located within the plat boundary. Commissioner Fisher asked what should be done with the outlot. Engineer Krugler stated, in the past, if the outlot was not buildable, the City will require the outlot be deeded to an adjacent property owner. Mr. Stalberger

stated he is willing to deed the outlot to an adjacent property owner. Chair Pogalz stated there are a few issues that need further discussion before moving forward, such as determining if Swedish Drive NE will be designated as a MSA route prior to the start of road construction for this plat and how right-of-way dedication will be addressed on property that is not part of the plat. Mr. Stalberger stated the church and cemetery property are not part of the plat. Engineer Krugler identified a discrepancy related to right-of-way on the sketch plan with the Dosedel property, the church and cemetery property which will need to be resolved by preliminary plat review. Engineer Krugler and Mr. Stalberger reviewed the plat document and discussed the symbols representing right-of-way in the southwest part of the plat. Commissioner Fisher asked if the sketch plan can be reviewed and potentially modified to identify right-of-way dedication correctly. Chair Pogalz asked Mr. Stalberger if knowing whether or not Swedish Drive NE will be designated as an MSA route will have an impact on this plat. Mr. Stalberger stated it will if there will be additional costs to him. The MSA route and right-of-way shown on the sketch plan were discussed. Engineer Krugler suggested that Mr. Stalberger's right-of-way dedication for the plat might end just south of the western property line of proposed Lot 24. Mr. Stalberger stated he will ask the title company he is working with to look into what right-of-way may exist on Swedish Drive NE now. Chair Pogalz stated looking at the Bike Facilities Map, a potential future park has been identified on this property. Chair Pogalz stated he understands Engineer Krugler spoke with Superintendent Witkowski about accepting money in lieu of parkland. Chair Pogalz asked if the City still had a Park and Tree Commission. Building and Zoning Clerk Bohr stated the Park and Tree Commission has been disbanded. Engineer Krugler stated a Park Committee now exists and the members are two City Council members. Engineer Krugler stated it is his understanding Superintendent Witkowski spoke with the Park Committee about accepting money in lieu of parkland but he is not aware that a memo was written stating such. Commissioner Dixon stated she would like clarification from the Park Committee on the decision to accept money in lieu of parkland for this plat. Commissioner Dixon stated it is a huge potential park area identified on our maps and it makes sense to go through all the proper channels before making a recommendation. Chair Pogalz stated it would be better to have a more formal communication from the Park Committee indicating what they would like and it would also be helpful to have more definitive information on where right-of-way dedication will be required for this plat. Chair Pogalz asked Mr. Stalberger when they intend to break ground on this plat. Mr. Stalberger stated they plan to break ground next year. Mr. Stalberger stated he understands the Commission has to do what they have to do. Commissioner Dixon stated she agreed that things need to be cleaned up and an official communication about the park and trail requirement should be provided. Chair Pogalz stated his recommendation is to table this discussion. Mr. Stalberger stated he is trying to get out to the property to do soil borings on the general layout before it freezes. Mr. Stalberger stated he had hoped to divide the property into 55 lots, but they are only able to divide the land into 47 lots due to soil boring results. Mr. Stalberger stated that if he has to dedicate parkland, it would not be feasible to plat the property, "it is a numbers game". There was additional discussion about parkland dedication. Commissioner Ross stated he is in favor of tabling the discussion with the charge to staff to have the three issues clarified with written resolutions by the next meeting. **Motion by Pogalz, seconded by Dixon, to table sketch plan approval for a development located at 2506 Swedish Drive NE (47 Residential Single Family lots and 1 outlot)**

in Section 4 pending the determination of MSA mileage and funds, clarification of right-of-way dedication requirements outside of the plat boundaries and receiving formal direction on parkland or money in lieu of parkland requirements. All present in favor, motion carried.

COMMISSION BUSINESS:

City Council Update

Chair Pogalz stated the City Council concurred with the Commission's recommendations to approve Jeremy Larson's (Hampton Companies) rezoning request and Jesse Osborne's request for a revision to the approved conditions of the final plat for the Creekside Farms Commercial Development. A planning commissioner will not be present at the November 6, 2023 City Council meeting.

ADJOURNMENT:

Motion by Fisher, seconded by Dixon, to adjourn the Planning Commission meeting at 7:09 p.m. All present in favor, motion carried.

Jennifer Bohr
Building and Zoning Clerk



RECEIVED
 OCT 10 2023
 By:

CITY OF HAM LAKE

15544 Central Avenue NE

Ham Lake, MN 55304

Phone (763) 434-9555 Fax (763) 235-1697

**PLANNING
 REQUEST**

Date of Application 10-9-2023

Date of Receipt 10-10-23

Receipt # 97823

Meeting Appearance Dates:
 Planning Commission 11-13-23
10-23-23

City Council _____

Please check request(s):

- Metes & Bounds Conveyance
- Sketch Plan
- Preliminary Plat Approval*
- Final Plat Approval
- Rezoning*
- Multiple Dog License*

- Commercial Building Site
- Certificate of Occupancy
- Home Occupation Permit
- Conditional Use Permit (New)*
- Conditional Use Permit (Renewal)
- Other

*NOTE: Advisory Signage is required for land use alterations and future road connections. This application also requires a Public Hearing. Such fees shall be deducted from deposit.

Development/Business Name: Mr. Developments L.L.C

Address/Location of property: Co. RD. 68 & Swedish Dr.

Legal Description of property: _____

PIN # 04-32-23-14-0001 Current Zoning RA Proposed Zoning _____

Notes: Concept Plan for 105.16 acre parcel
47 Residential Single Family lots and 2 out lots

Applicant's Name: JEFFREY A. STALBURGER

Business Name: Mr. Developments LLC

Address 17404-WARD LK Dr. NW

City Andover State Mn. Zip Code 55304

Phone _____ Cell Phone 62-799-1471 Fax _____

Email address _____

You are advised that the 60-day review period required by Minnesota Statutes Chapter 15.99 does not begin to run until all of the required items have been received by the City of Ham Lake.


SIGNATURE Jeffrey A. Stalburger DATE 10-9-2023

- FOR STAFF USE ONLY -

ACTION BY: Planning Commission _____
 City Council _____

PROPERTY TAXES CURRENT YES NO

Memorandum

Date: November 8, 2023
To: Planning Commissioners
From: David A. Krugler, City Engineer 
Subject: Dosedel Parcel Sketch Plan

Introduction:

Recommendation for approval by the Planning Commission for the proposed 47 lot residential development was tabled at the last Planning Commission meeting. Tabling was for further review on Municipal State Aid (MSA) mileage/funding, right-of-way dedication requirements outside of the plat boundary and formal direction on parkland dedication.

Discussion:

Swedish Drive was designated as a potential municipal state aid (MSA) route. The alignment of Swedish Drive is in compliance with the attached thoroughfare plan, which has a future connection from Swedish Drive and London Street to 181st Street and Baltimore Street. The minimum design speed of Swedish Drive is 30 mph, which requires a minimum radius centerline of 312 feet. The centerline radii shown meets that requirement. The city has 0.09 miles (475 feet) available to designate as a MSA route at this time. There is insufficient mileage to designate Swedish Drive as an MSA route at this time.

The attached revised sketch plan shows the updated limits of the plat and the limits of the roadway to be constructed as part of the realignment of Swedish Drive. As part of this change, Outlot B reduces the land area of the 47 lots by 0.79 acres. Outlot B will need to be combined with the adjacent parcel 04-32-23-13-0005 (2232 Swedish Drive). The Development Agreement will include conveyance of the Outlot to an adjacent property.

Per the attached Proposed Municipal Bike Trail System exhibit from Anoka County, Xylite Street is not designated as a bike path. However, the City Park Maps for both Ham Lake and East Bethel identify Xylite Street/Greenbrook Drive as a future bike path. Per the attached memo, the Park Committee recommended that a trail easement be dedicated along the west side of Xylite Street (CR 68) for a future bike path. In addition, parkland dedication fees will be collected rather than dedication of parkland. The developer will be credited for land dedication for trail easement.

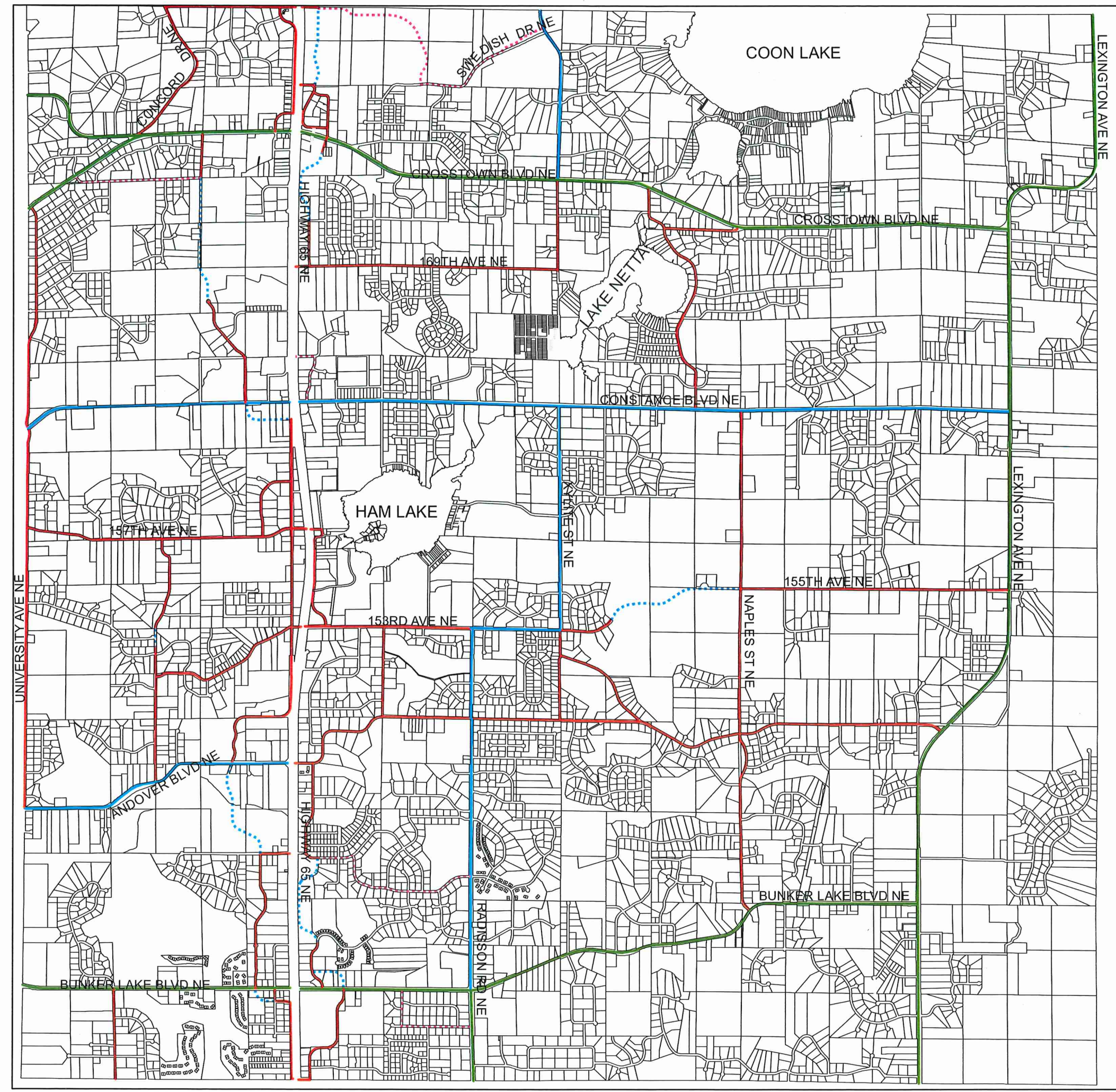
Recommendations:

It is recommended that the Dosedel Parcel Sketch Plan be recommended for approval.








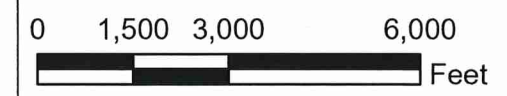
HAM LAKE, MINNESOTA

MUNICIPAL STATE AID STREET SYSTEM



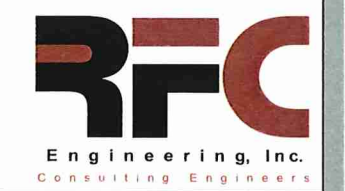
LEGEND

-  County Road
-  County State Aid Highway
-  Municipal State Aid Street
-  Non-Existing MSA Street
-  Possible MSA Designation



MAP DATE:

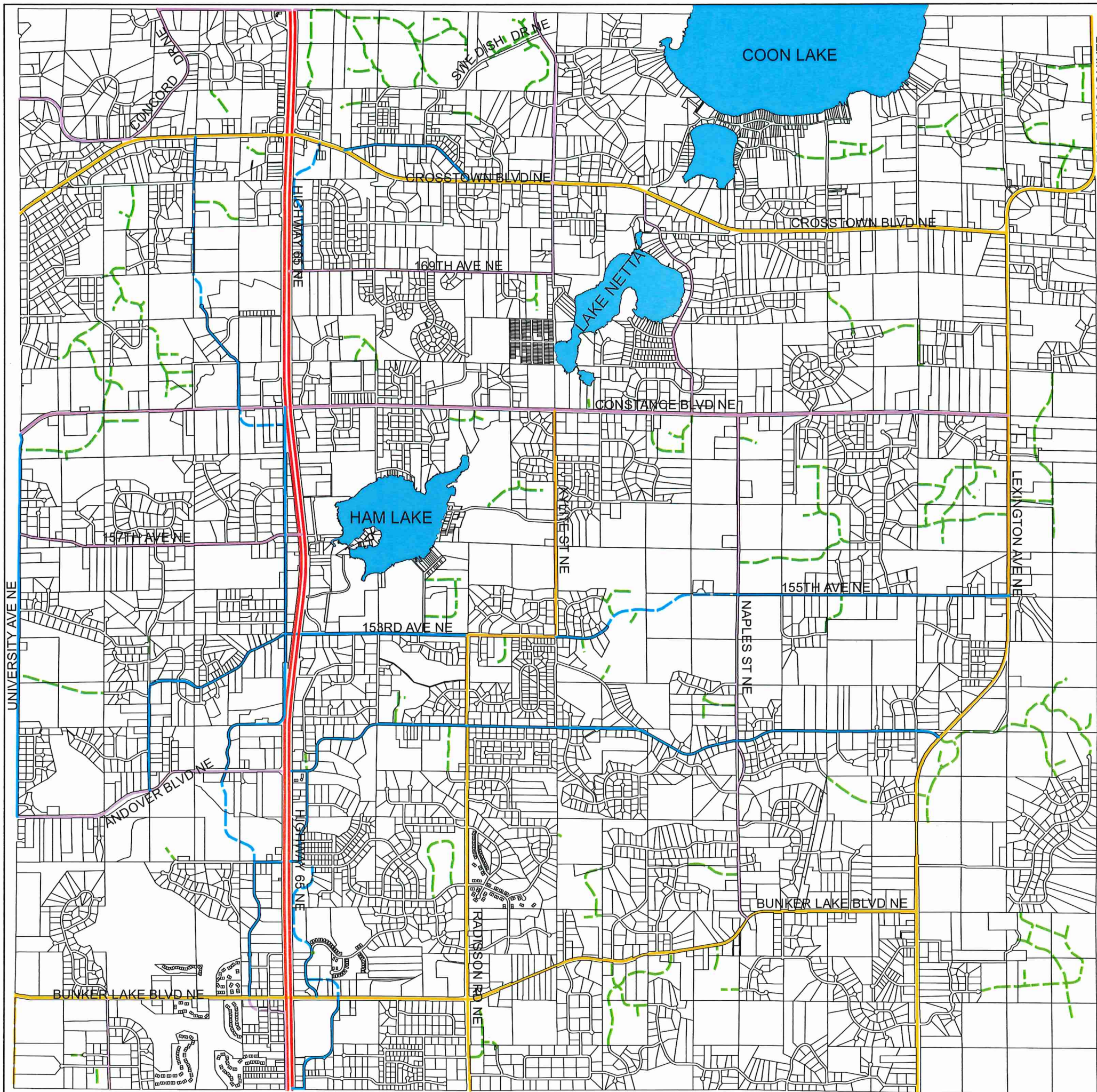
11/8/2023





HAM LAKE, MINNESOTA

FUTURE ROADWAY CLASSIFICATION



LEGEND

- Principal Arterial
- Minor Arterial
- Major Collector
- Minor Collector
- Proposed Arterial
- Proposed Major Collector
- Proposed Minor Collector
- Proposed Local

0 1,500 3,000 6,000 Feet

MAP DATE: 11/8/2023

CONCEPT PLAN

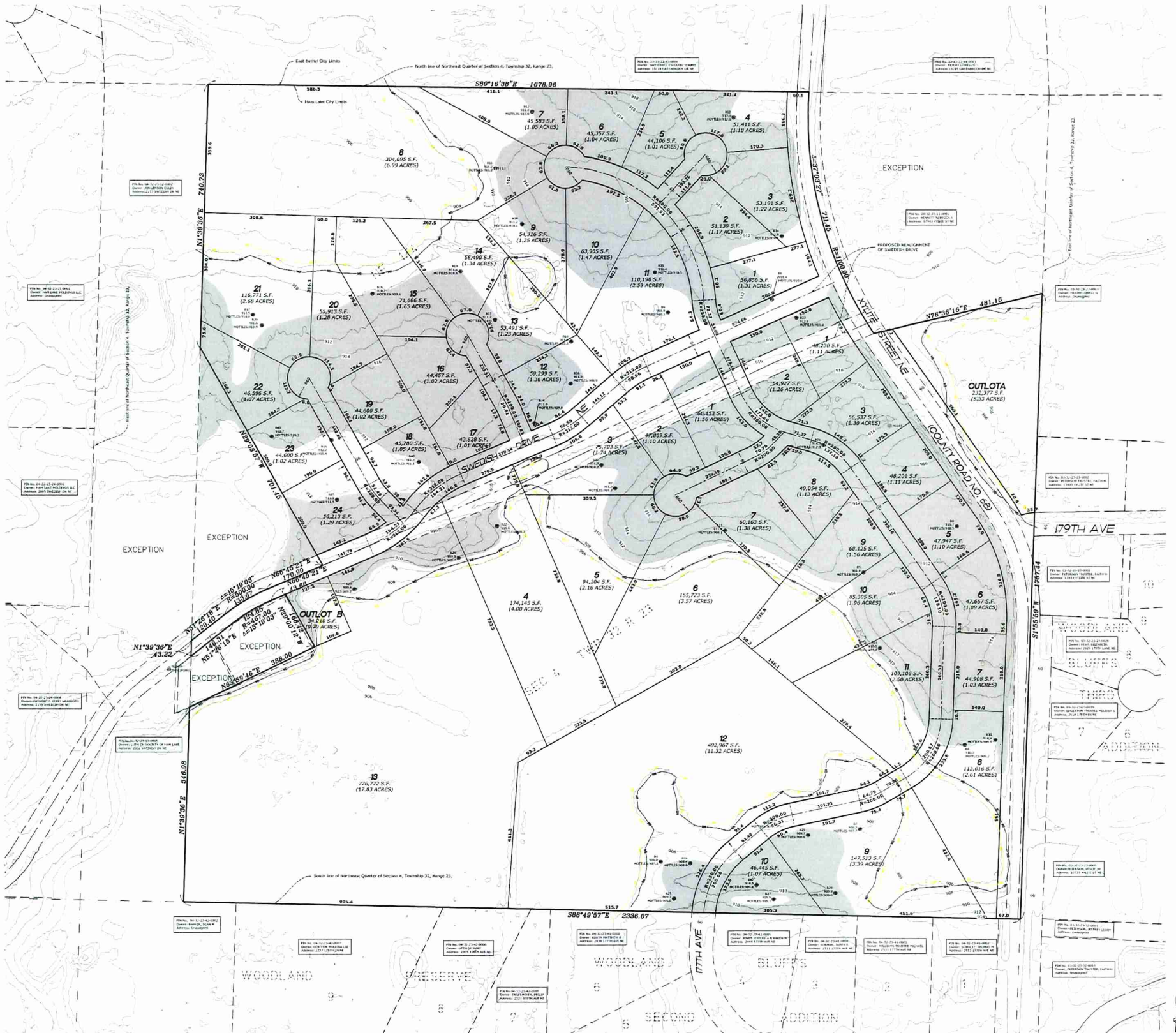
~of~ DOSEDEL PARCEL
 ~for~ MN DEVELOPMENTS, LLC,
 17404 WARD LAKE DRIVE NW
 ANDOVER, MN 55304
 (612) 799-1471

VICINITY MAP

PART OF SEC. 4, TWP. 32, RING. 23



ANOKA COUNTY, MINNESOTA
 (NO SCALE)



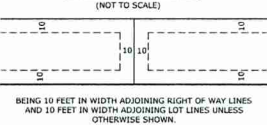
PROPERTY DESCRIPTION

The Northeast Quarter of Section 4, Township 32, Range 23, excepting the following described tracts of land:

- The West 15 acres of the said Northeast Quarter of Section 4, Township 32, Range 23, heretofore sold and deeded to the Swedish Lutheran Society.
- A plot of ground, commencing at a point 23.49 chains South and 5.15 chains East (Variation 8 degrees 51 minutes in 1897) of Quarter corner on North side of Section 4, Township 32, Range 23; thence South 29 degrees East (Variation 8 degrees 51 minutes in 1897) 1/2 rods, to a variance stake; thence North 64 degrees East, 14 1/2 rods; thence North 29 degrees West, 10 1/2 rods; thence South 60 1/2 degrees West, 14 1/2 rods to point of commencement, containing 1 acre, more or less, being a part of the Southwest Quarter of Northeast Quarter of Section 4, Township 32, Range 23.
- Commencing at the Northeast corner of Section 4, Township 32, Range 23 and running West on and along town line between Towns of Bethel and Ham Lake a distance of 37 1/2 rods to East boundary line of Bethel and Minneapolis Road as called; thence in a Southerly direction on and along East road limit of said Bethel and Minneapolis Road as now located a distance of about 43 rods; thence in an Easterly direction a distance of about 24 1/2 rods to intersect the Section line running North and South between Sections 3 and 4 in said Township 32 and Range 23 at a point on said Section line a distance South from said Northeast corner of said Section 4, 34 rods; thence North on and along said Section line to place of commencement being a part of the Northeast Quarter of Northeast Quarter of Section 4, Township 32, Range 23, containing about 7 acres.
- That part of the Northeast Quarter of Section 4, Township 32, Range 23, described as follows: Commencing at a point 289 feet East and 232 feet North of the Southwest corner of said Northeast Quarter; thence Northeasterly along the center of the road 424 feet; thence Northeasterly 701 feet to the point, which is 289 feet East of the West line of the said Northeast Quarter; thence South to the point of beginning.
- Commencing at a point 1550.34 feet (23.49 chains) South and 339.9 feet (5.15 chains) East of the Quarter corner on the North side of Section 4; thence South 29 degrees East for 156.75 feet; thence South 64 degrees West for 187.4 feet; thence North, parallel with and 247.5 feet East of the Quarter Section line for 142.15 feet to the Southerly line of a public road; thence North 50 degrees 10 minutes East along said Southerly road line to the point of beginning, also all right of title in said adjacent public road to the center line thereof, Anoka County, Minnesota.

TYPICAL EASEMENTS

(NOT TO SCALE)



BEING 10 FEET IN WIDTH ADJOINING RIGHT OF WAY LINES AND 10 FEET IN WIDTH ADJOINING LOT LINES UNLESS OTHERWISE SHOWN.

NOTES

- Bearings shown are on Anoka County datum.
 - Parcel ID Number: 04-22-23-14-0001
 - Site Address: 2506 Swedish Drive NE
 - OWNER: DOSEDEL, JOAH A
 - Legal description per title commitment prepared by Chicago Title Insurance dated 9/7/2023 Commitment No. 230943680.
- I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.
- JASON RUD**
 Date: 11/08/2023 License No. 41578

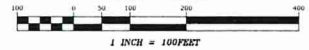
DEVELOPMENT DATA

TOTAL SITE AREA = 110.094 ACRES
 OUTLOT AREA = 6.124 ACRES
 47 PROPOSED SINGLE FAMILY LOTS
 AVERAGE LOT SIZE = 2.32 ACRES
 MINIMUM STREET FRONTAGE = 200 FEET
 MINIMUM LOT SIZE = 1.00 ACRES (INCLUDING HALF OF STREET ROW)
 PROPOSED ZONING = R-1
 BUILDING SETBACKS: FRONT = 30 FEET, SIDE = 15 FEET, REAR = 50 FEET, COUNTY ROAD = 50 FEET

LEGEND

- DENOTES LIDAR CONTOURS (2' INTERVAL)
- DENOTES BUILDING SETBACK LINES
- DENOTES WETLAND LINE DELINEATED BY KOLMAG ENVIRONMENTAL SERVICES INC.
- DENOTES WETLAND BUFFER LINE
- DENOTES ADJACENT PARCEL OWNER INFORMATION (PER ANOKA COUNTY TAX INFORMATION)
- DENOTES SOIL BORING (BY TRADEWELL SOIL TESTING)
- DENOTES AREA 1' ABOVE MOTTLLED SOILS

GRAPHIC SCALE



NO.	DATE	DESCRIPTION	BY
1		ISSUED	
2		AMEND	
3			
4			

E. G. RUD & SONS, INC.
 Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 361-8200 Fax (651) 361-8701

Revised Sketch Plan



Meeting Date: November 13, 2023



**CITY OF HAM LAKE
STAFF REPORT**

To: Planning Commissioners

From: Denise Webster, City Administrator, on behalf of the Park Committee (Mayor Kirkham and Councilmember Parranto)

Subject: Consideration of Parkland Dedication for Jeff Stalberger, MN Development LLC, requesting Sketch Plan approval for a development located at 2506 Swedish Drive NE (47 Residential Single-Family lots and 1 Outlot) in Section 4

Introduction/Discussion:

The Park Committee discussed the parkland dedication for Jeff Stalberger, MN Development LLC, Sketch Plan for a development located at 2506 Swedish Drive NE (47 Residential Single-Family lots and 1 Outlot) in Section 4. The Park Committee is requesting a 20-foot wide trail easement along the west side of Xylite Street NE (County Road 68), with the remaining in monies in lieu of parkland for the proposed development.

Recommendation:

It is the recommendation of the Park Committee to require a 20-foot wide trail easement along the west side of Xylite Street NE (County Road 68), and the remaining in monies in lieu of parkland for the Jeff Stalberger, MN Development LLC, Sketch Plan for a development located at 2506 Swedish Drive NE (47 Residential Single-Family lots and 1 Outlot) in Section 4.



RECEIVED
 OCT 10 2023
 By:

CITY OF HAM LAKE

15544 Central Avenue NE

Ham Lake, MN 55304

Phone (763) 434-9555 Fax (763) 235-1697

PLANNING

REQUEST

Date of Application 10-9-2023

Date of Receipt 10-10-23
 Receipt # 97823

Meeting Appearance Dates:

Planning Commission 10-23-23 City Council _____

Please check request(s):

- Metes & Bounds Conveyance
- Sketch Plan
- Preliminary Plat Approval*
- Final Plat Approval
- Rezoning*
- Multiple Dog License*
- Commercial Building Site
- Certificate of Occupancy
- Home Occupation Permit
- Conditional Use Permit (New)*
- Conditional Use Permit (Renewal)
- Other

→ Tabled

**NOTE: Advisory Signage is required for land use alterations and future road connections. This application also requires a Public Hearing. Such fees shall be deducted from deposit.*

Development/Business Name: Mr. Developments L.L.C

Address/Location of property: Co. Rd. 68 & Swedish Dr.

Legal Description of property: _____

PIN # 04-32-23-14-0001 Current Zoning RA Proposed Zoning _____

Notes: Concept Plan for 105.16 acre parcel
47 Residential Single Family lots and 1 out lot

Applicant's Name: JEFFRY L. STALBUEN

Business Name: Mr. Developments LLC

Address 17404-WARD LN. DR. NW

City Andover State Mn. Zip Code 55304

Phone _____ Cell Phone 12-799-1471 Fax _____

Email address _____

You are advised that the 60-day review period required by Minnesota Statutes Chapter 15.99 does not begin to run until all of the required items have been received by the City of Ham Lake.


SIGNATURE Jeffrey L. Stalbu DATE 10-9-2023

- FOR STAFF USE ONLY -

ACTION BY: Planning Commission _____
 City Council _____

PROPERTY TAXES CURRENT YES NO

Memorandum

Date: October 19, 2023
To: Planning Commissioners
From: David A. Krugler, City Engineer 
Subject: Dosedel Parcel Sketch Plan

Introduction:

The proposed 47 lot residential development is located on the 110.69-acre 04-32-23-14-0001 parcel. The parcel is currently zoned of Rural Single Family Residential (R-A) and the proposed zoning is all Single Family Residential (R-1). A 500-scale aerial photo, 400-scale half-section map and a 1,000-scale zoning map are attached.

Discussion:

Swedish Drive was designated as an MSA route as part of the Crosstown Shopping Center project which is attached. The alignment of Swedish Drive is in general compliance with the thoroughfare plan, which has a future connection to 181st Street and Baltimore Street which is attached. The minimum design speed of Swedish Drive is 30 mph, which requires a minimum radius centerline of 312 feet. The centerline radii shown meets that requirement.

Xylite Street is under the jurisdiction of the Anoka County Highway Department. The attached Figure 32 of the ACHD 2040 Transportation Plan identifies CR 68 (Xylite Street) from Crosstown Boulevard to CSAH 22 (Viking Boulevard) as a major collector. Anoka County Highway Department (ACHD) comments are to be provided on the following:

- Proposed connection to the County jurisdiction roadways/intersection spacing.
- Whether right turn lanes and/or bypass lanes will be required.

The 04-32-23-13-0003 parcel is separate from the sketch plan and does not show right-of-way dedication for Swedish Drive. A separate document providing right-of-way from the owner will be required. The 04-32-23-13-0005 parcel shows an overlapping area with the Swedish right-of-way which will need documentation that there is no conflict or dedication from the owner for a 66-foot road right-of-way.

Per the attached Proposed Municipal Bike Trail System exhibit from Anoka County, Xylite Street is not designated as a bike path. However, the City Park Maps for both Ham Lake and East Bethel identifies Xylite Street/Greenbrook Drive as a future Bike Path. Woodland Bluffs 2nd or 3rd Addition have not dedicated a bike easement with their respective plats. Per correspondence with Public Works Superintendent John Witkowski, it was recommended that parkland dedication fees be collected rather than dedication of parkland or trail easements.

Urbank Street is extended from the Woodland Bluffs 2nd Addition (attached). The temporary cul-de-sac right-of-way will need to be shown to be vacated. An exhibit showing the location of

utilities will be required to verify that there are no utilities in what is to be considered for vacation.

The Sketch Plan includes a 5.33-acre Outlot on the east side of Xylite Street. This reduces the land area of the 47 lots to 105.36 acres. The Outlot will need to be combined with an adjacent parcel 04-32-23-11-0001 (17943 Xylite Street), 03-32-23-22-0003 or 03-32-23-23-0002 (17833 Xylite Street). The Development Agreement will include conveyance of the Outlot to an adjacent property.

FEMA Letter of Map Amendments will be needed for Lots 8, 9, 13, 14, 15, 20 and 21 of the lots north of Swedish Drive. Lots 8 and 9 east of Waconia Street and Lots 4, 5, 6, 7, 9, 10, 11, 12 and 13 west of Waconia Street.

Swedish Drive is the jurisdictional boundary between the Coon Creek Watershed District (CCWD) and the Upper Rum River Watershed Management Organization (URRWMO). The parcels are within a drainage sensitive area, however since they will be regraded, this will be removed when the plat is completed. Parcels 4, 6, 12 and 13 are adjacent to County Ditch #58 which will require a 100-foot easement (50-foot either side of the centerline). The City of Ham Lake waived Wetland Conservation Act jurisdiction to CCWD for that portion of the project located outside of the CCWD boundary. That portion of the plans outside of the CCWD will be reviewed for compliance with the URRWMO Watershed Management Plan. A MnRAM will need to be submitted to ensure proper wetland setbacks are adhered to.

The Natural Resources Inventory and Assessment (NRIA) completed in 2008 by the Anoka Conservation District (Appendix S of the Storm Water Pollution Prevention Plan) does not identify any portion of the proposed development area as being within a Major Natural Resource Concentration per the attached Map 3. A Natural Heritage Information System data review by the DNR will be required to determine whether any state-protected species may be located within the plat boundary.

Recommendations:

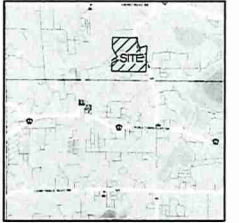
It is recommended that the Dosedel Parcel Sketch Plan be recommended for approval.

CONCEPT PLAN

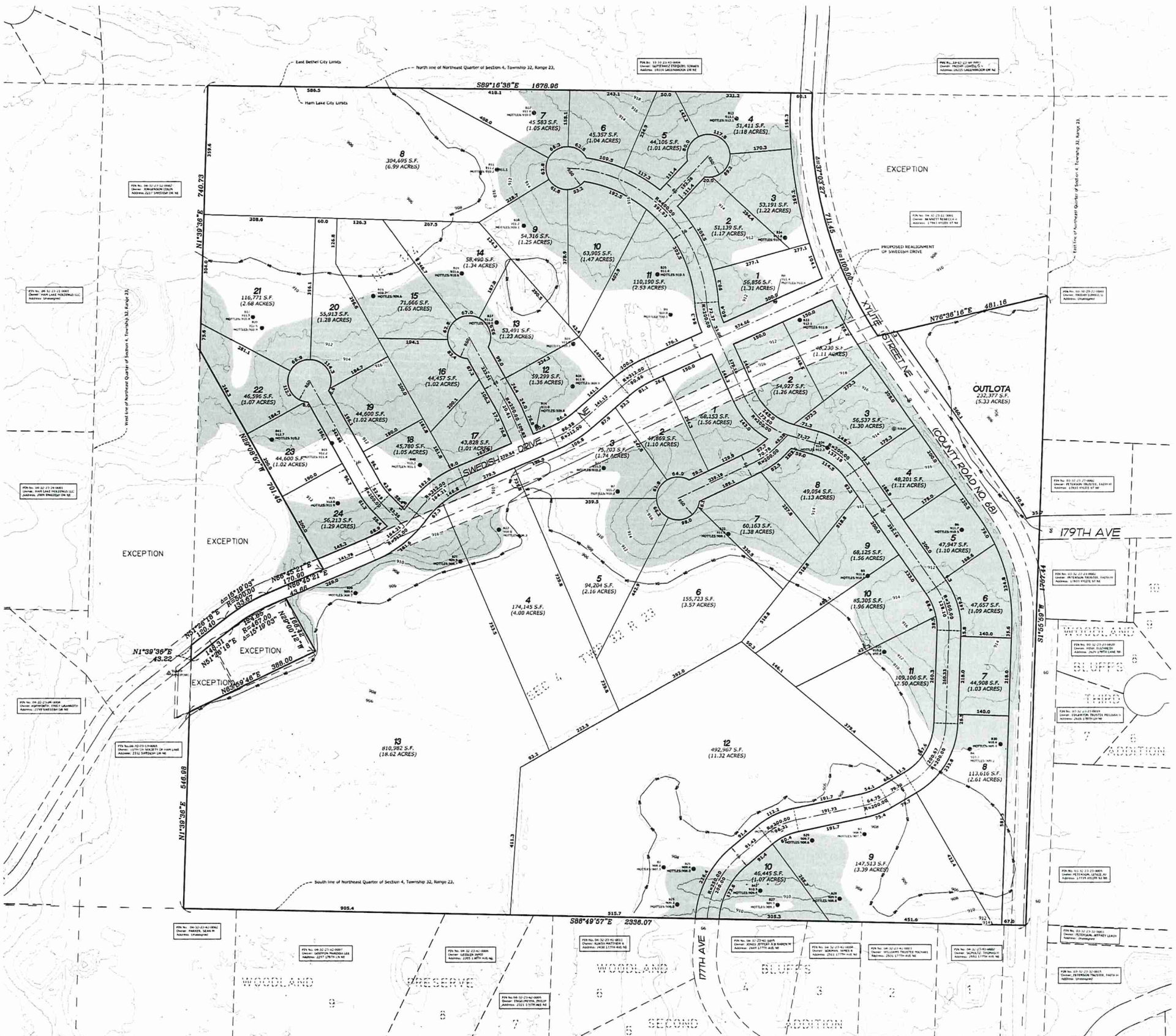
~of~ DOSEDEL PARCEL
 ~for~ MN DEVELOPMENTS, LLC.
 17404 WARD LAKE DRIVE NW
 ANDOVER, MN 55304
 (612) 799-1471

VICINITY MAP

PART OF SEC. 4, TWP. 32, RING. 23



ANOKA COUNTY, MINNESOTA
 (NO SCALE)



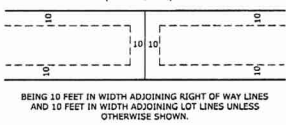
PROPERTY DESCRIPTION

The Northeast Quarter of Section 4, Township 32, Range 23, excepting the following described tracts of land:

- The West 15 acres of the said Northeast Quarter of Section 4, Township 32, Range 23, heretofore sold and deeded to the Swedish Lutheran Society.
- A plot of ground, commencing at a point 23.49 chains South and 5.15 chains East (Variation 8 degrees 51 minutes in 1887) of Quarter corner on North side of Section 4, Township 32, Range 23; thence South 29 degrees East (Variation 8 degrees 51 minutes in 1887) 1/2 rods, to a tamarac stake; thence North 64 degrees East, 14 1/2 rods; thence North 29 degrees West, 10 1/2 rods; thence South 60 1/2 degrees West, 14 1/2 rods to point of commencement, containing 1 acre, more or less, being a part of the Southwest Quarter of Northeast Quarter of Section 4, Township 32, Range 23.
- Commencing at the Northeast corner of Section 4, Township 32, Range 23 and running thence West on and along town line between Towns of Bethel and Ham Lake a distance of 37 1/2 rods to East boundary line of Bethel and Minneapolis Road so called; thence in a Southerly direction on and along East road limit of said Bethel and Minneapolis Road as now located a distance of about 43 rods; thence in an Easterly direction a distance of about 24 1/2 rods to intersect the Section line running North and South between Sections 3 and 4 in said Township 32 and Range 23 at a point on said Section line a distance South from said Northeast corner of said Section 4, 34 rods; thence North on and along said Section line to place of commencement being a part of the Northeast Quarter of Northeast Quarter of Section 4, Township 32, Range 23, containing about 7 acres.
- That part of the Northeast Quarter of Section 4, Township 32, Range 23, described as follows: Commencing at a point 289 feet East and 722 feet North of the Southwest corner of said Northeast Quarter; thence Northeastly along the center of the road 424 feet; thence Northwestly 701 feet to the point, which is 289 feet East of the West line of the said Northeast Quarter; thence South to the point of beginning.
- Commencing at a point 1550.34 feet (23.49 chains) South and 339.9 feet (5.15 chains) East of the Quarter corner on the North side of Section 4; thence South 29 degrees East for 156.75 feet; thence South 64 degrees West for 187.4 feet; thence North, parallel with and 241.3 feet East of the Quarter Section line for 142.15 feet to the Southerly line of a public road; thence North 50 degrees 10 minutes East along said Southerly road line to the point of beginning, also all right of title in said adjacent public road to the center line thereof, Anoka County, Minnesota.

TYPICAL EASEMENTS

(NOT TO SCALE)



NOTES

- Bearings shown are on Anoka County datum.
- Parcel ID Number: 04-32-23-14-0001
- Site Address: 2506 Swedish Drive NE
- OWNER: DOSEDEL, J DAN A
- Legal description per title commitment prepared by Chicago Title Insurance dated 9/7/2023 Commitment No. 230943680.

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

JASON RUD
 Date: 10/05/2023 License No. 41578

DEVELOPMENT DATA

- TOTAL SITE AREA = 110.69± ACRES
- OUTLOT AREA = 5.33± ACRES
- 47 PROPOSED SINGLE FAMILY LOTS
- AVERAGE LOT SIZE = 2.24 ACRES
- MINIMUM STREET FRONTAGE = 200 FEET
- MINIMUM LOT SIZE = 1.00 ACRES (INCLUDING HALF OF STREET ROW)
- PROPOSED ZONING = R-1
- BUILDING SETBACKS: FRONT = 30 FEET, SIDE = 10 FEET, REAR = 50 FEET, COUNTY ROAD = 50 FEET

GRAPHIC SCALE



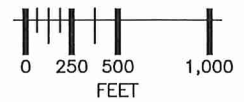
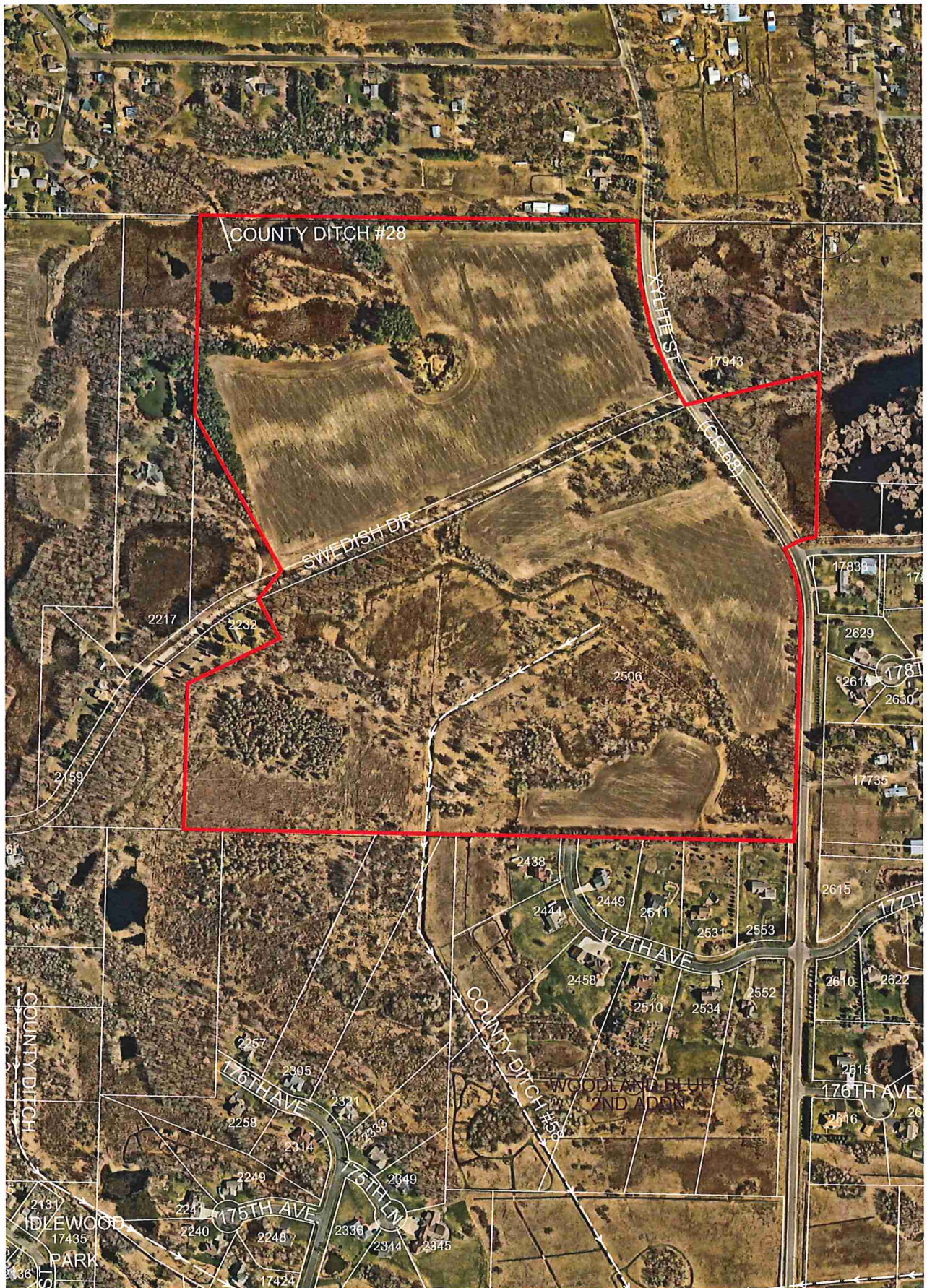
LEGEND

- DENOTES LIDAR CONTOURS (2' INTERVAL)
- DENOTES BUILDING SETBACK LINE
- DENOTES WETLAND LINE DELINEATED BY KUJUHAG ENVIRONMENTAL SERVICES INC.
- DENOTES WETLAND BUFFER LINE
- DENOTES ADJACENT PARCEL OWNER INFORMATION (PER ANOKA COUNTY TAX INFORMATION)
- DENOTES SOIL BORING (BY TRADEWELL SOIL TESTING)
- DENOTES AREA 1' ABOVE MOTTLED SOILS

NO.	DATE	DESCRIPTION
1		
2		
3		

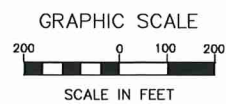
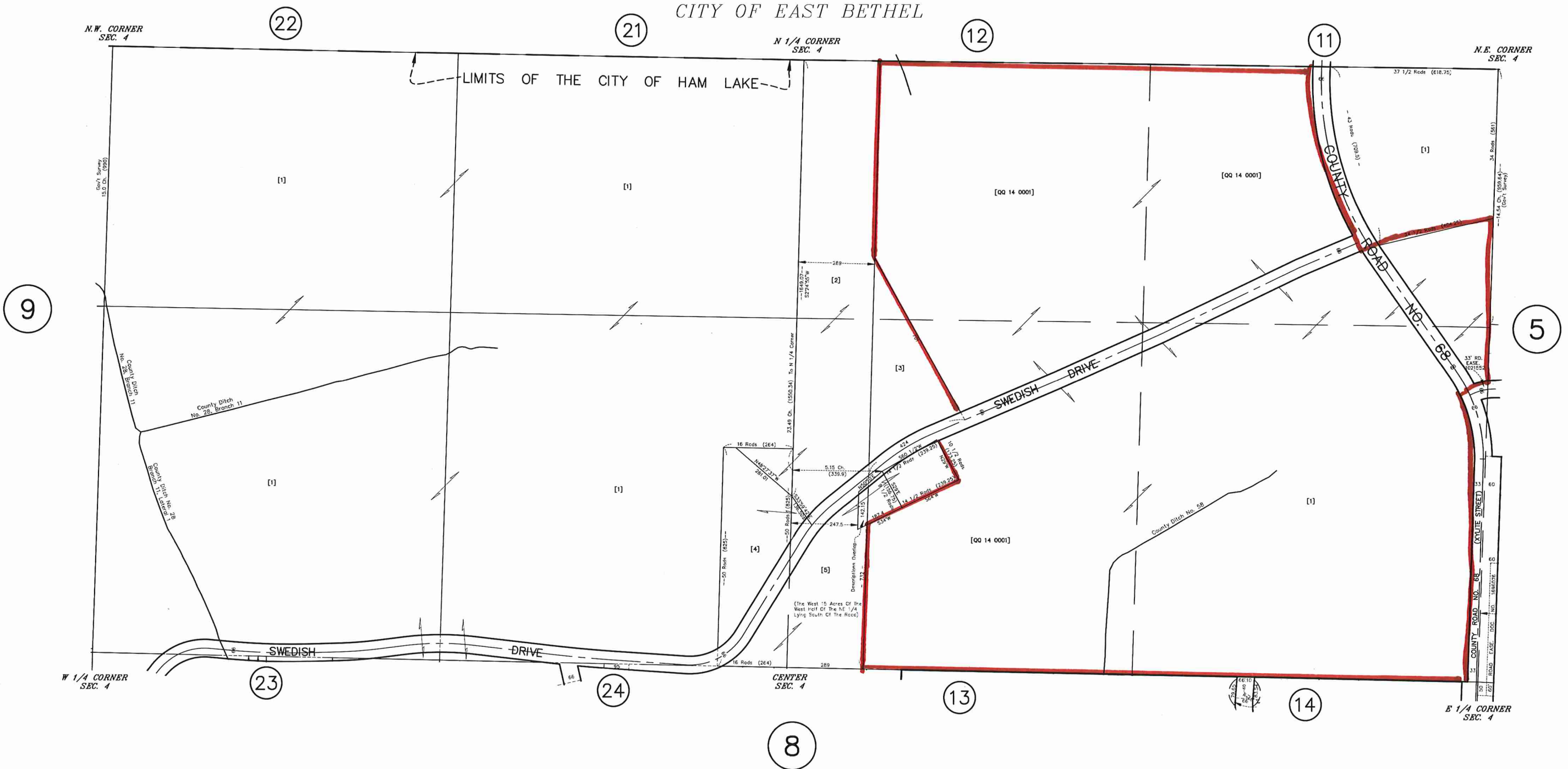
E. G. RUD & SONS, INC.
 Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 361-8200 Fax (651) 361-8701

First Sketch Plan Submitted



N 1/2 SECTION 4, T. 32, R. 23

CITY OF HAM LAKE



ANOKA COUNTY
SURVEYOR'S OFFICE
ROOM 224
2100 3RD AVENUE
ANOKA, MN 55303
(763) 324-3200

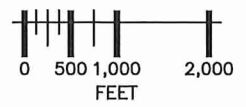
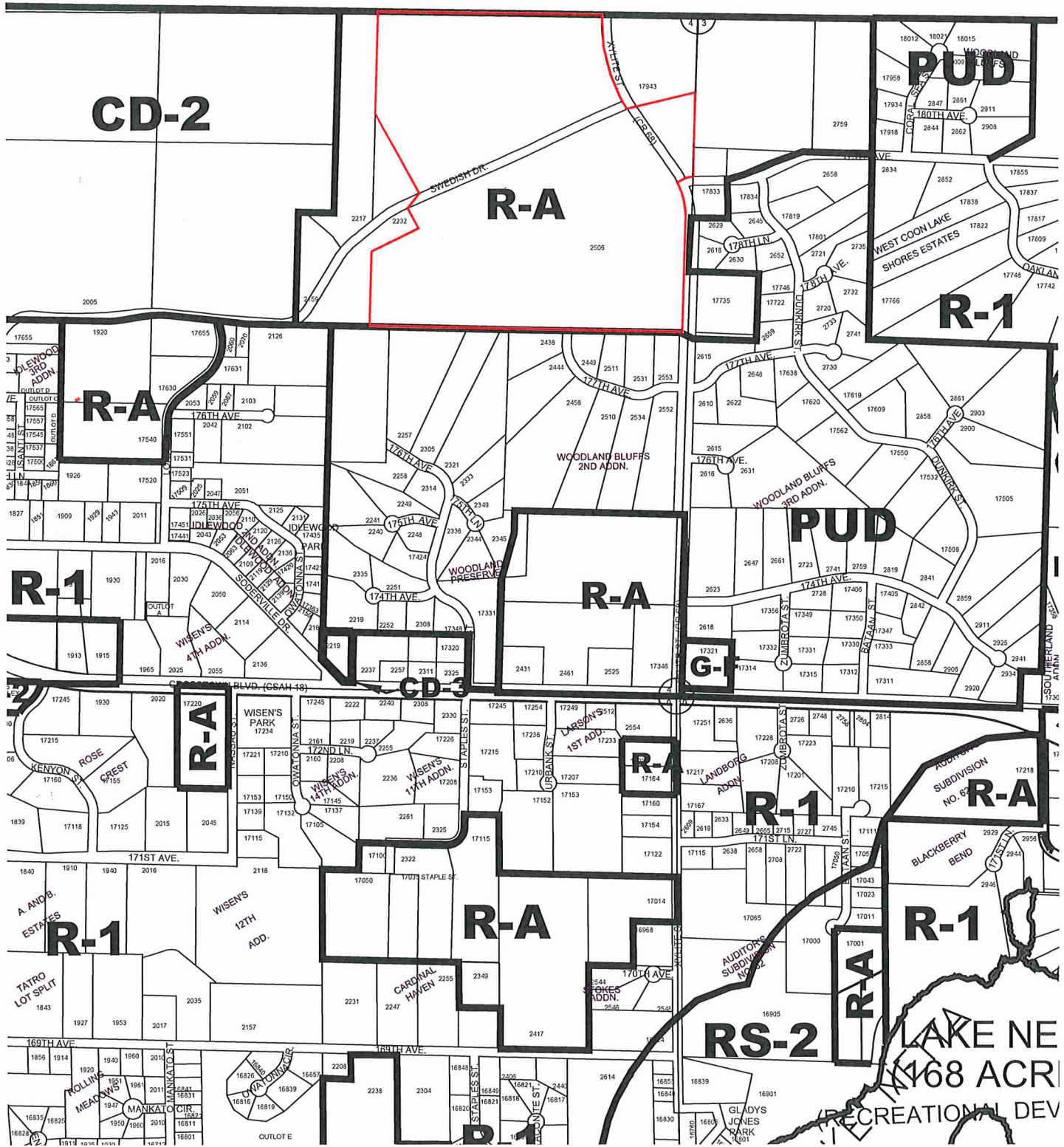
QUARTER QUARTER INDEX			
22	21	12	11
23	24	13	14
NORTH HALF OF SECTION			
32	31	42	41
33	34	43	44
SOUTH HALF OF SECTION			


PROPERTY IDENTIFICATION NUMBER

Section Number	Township Number	Range Number	Quarter Number	Specific Parcel
XX	XX	XX	XX	XXXX

SPECIFIC PARCEL NUMBERS ARE IN BRACKETS: [1]
EXAMPLE OF PIN NUMBER: 04-32-23-13-0001

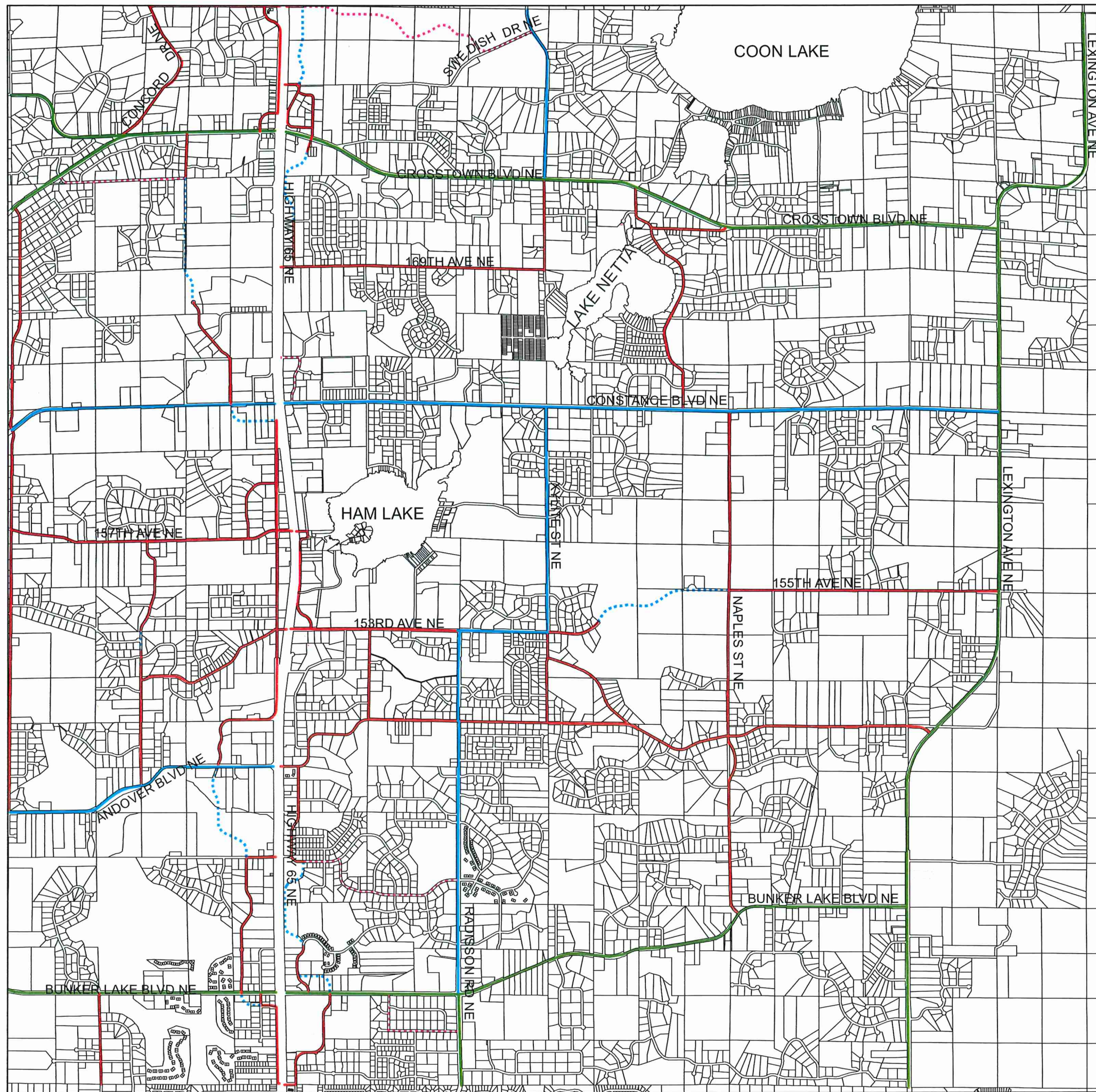
THIS IS A COMPILATION OF RECORDS AS THEY APPEAR IN THE ANOKA COUNTY OFFICES AFFECTING THE AREA SHOWN. THIS DRAWING IS TO BE USED ONLY FOR REFERENCE PURPOSES AND THE COUNTY IS NOT RESPONSIBLE FOR ANY INACCURACIES HEREIN CONTAINED.





**HAM LAKE,
MINNESOTA**

**MUNICIPAL STATE AID
STREET SYSTEM**

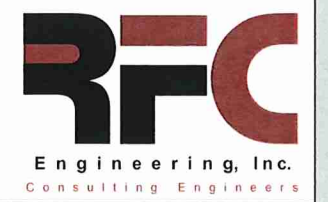


LEGEND

- County Road
- County State Aid Highway
- Municipal State Aid Street
- ⋯ Non-Existing MSA Street
- ⋯ Possible MSA Designation



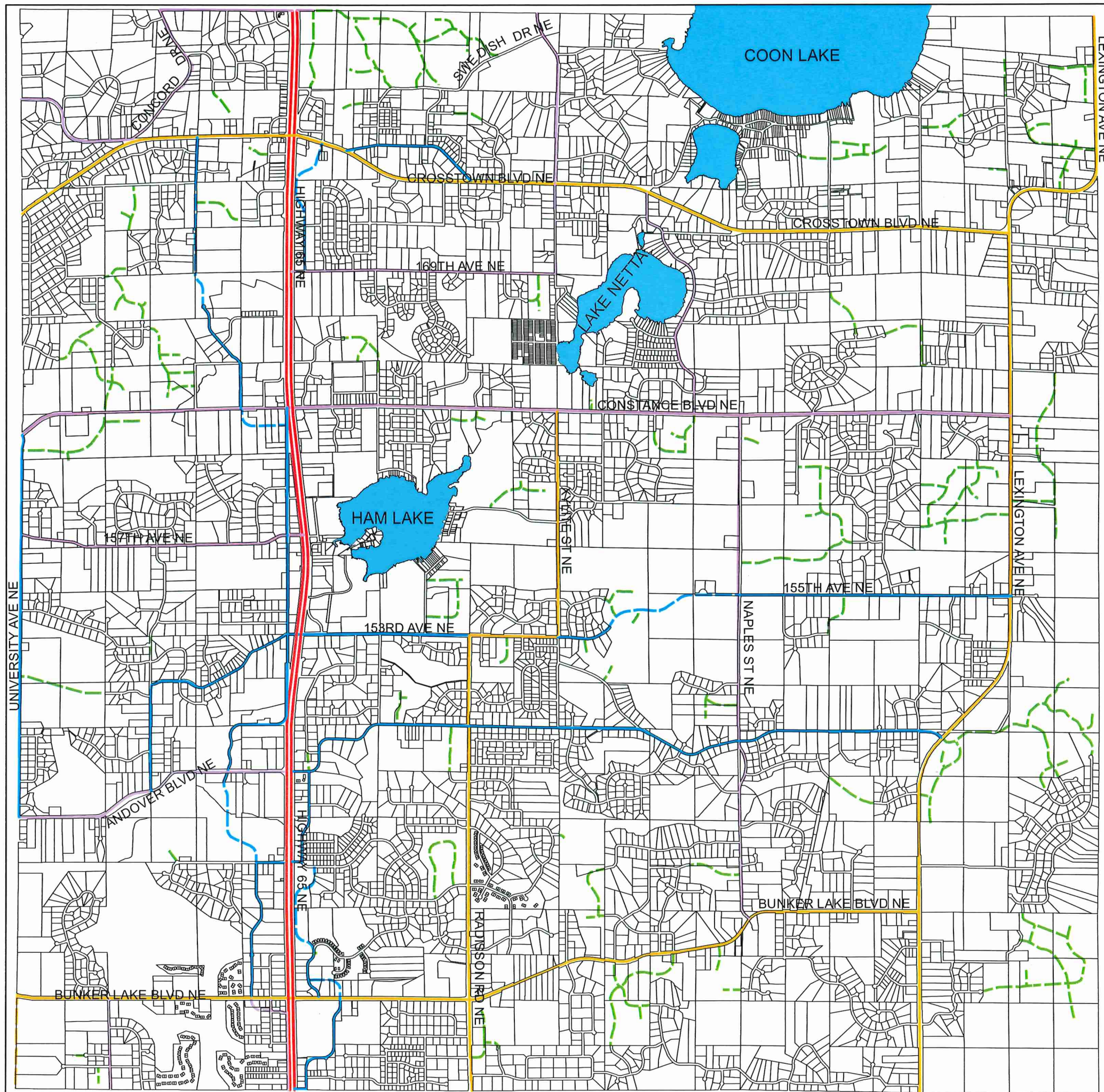
MAP DATE: 7/27/2023





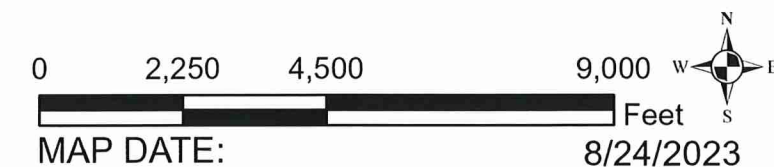
HAM LAKE, MINNESOTA

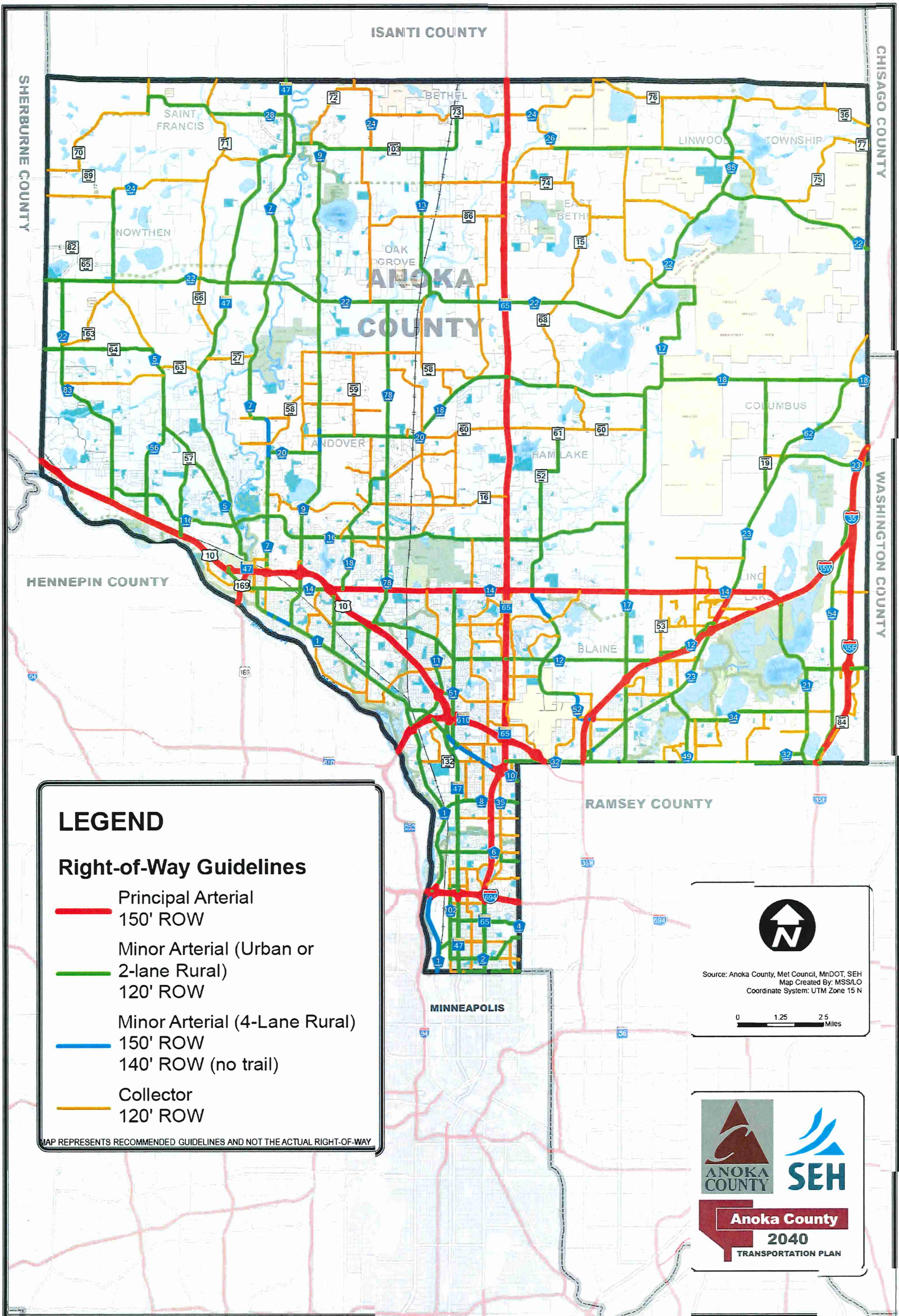
FUTURE ROADWAY CLASSIFICATION



LEGEND

- Principal Arterial
- Minor Arterial
- Major Collector
- Minor Collector
- - - Proposed Arterial
- - - Proposed Major Collector
- - - Proposed Minor Collector
- - - Proposed Local

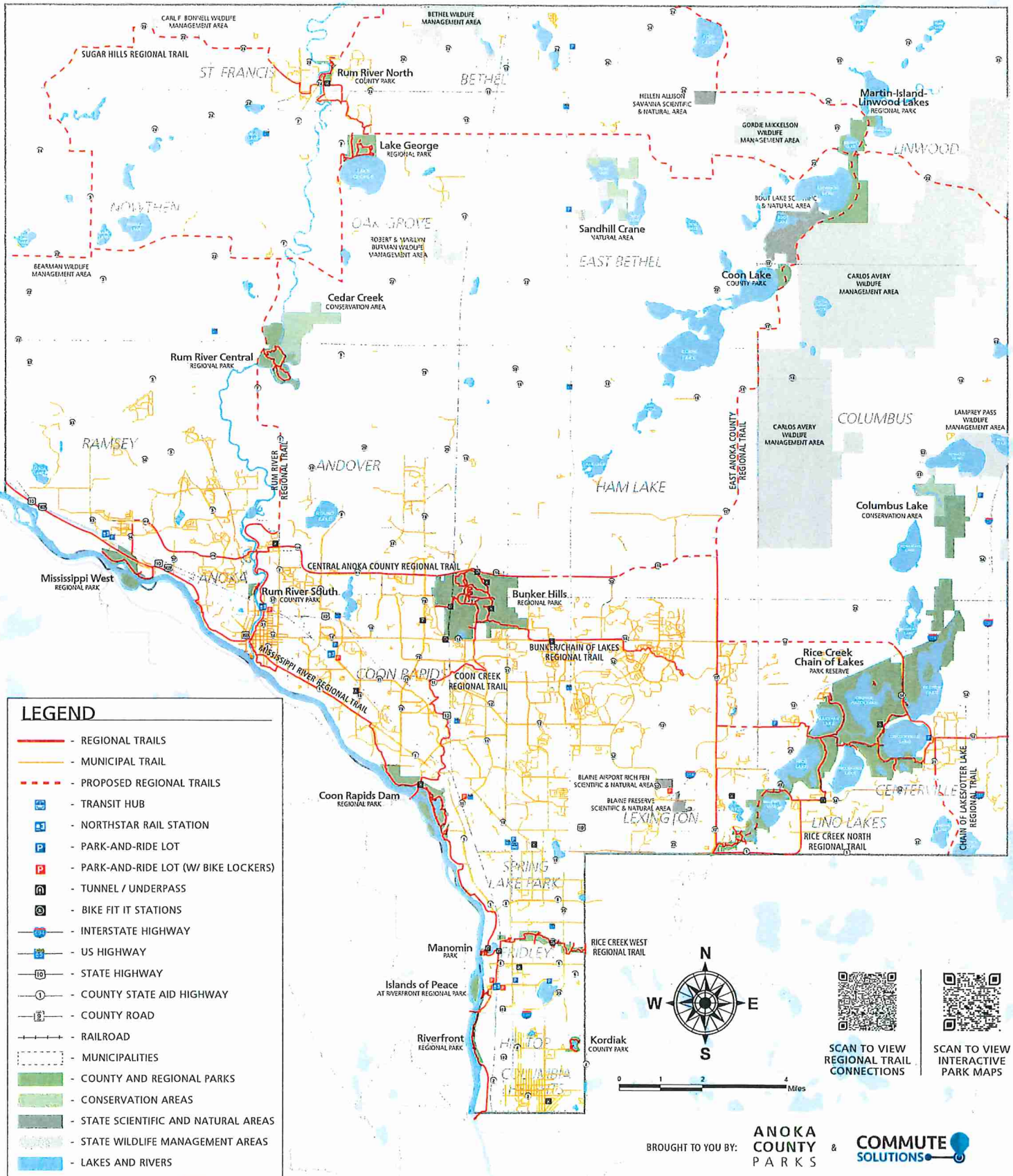




MINIMUM RIGHT-OF-WAY GUIDELINES



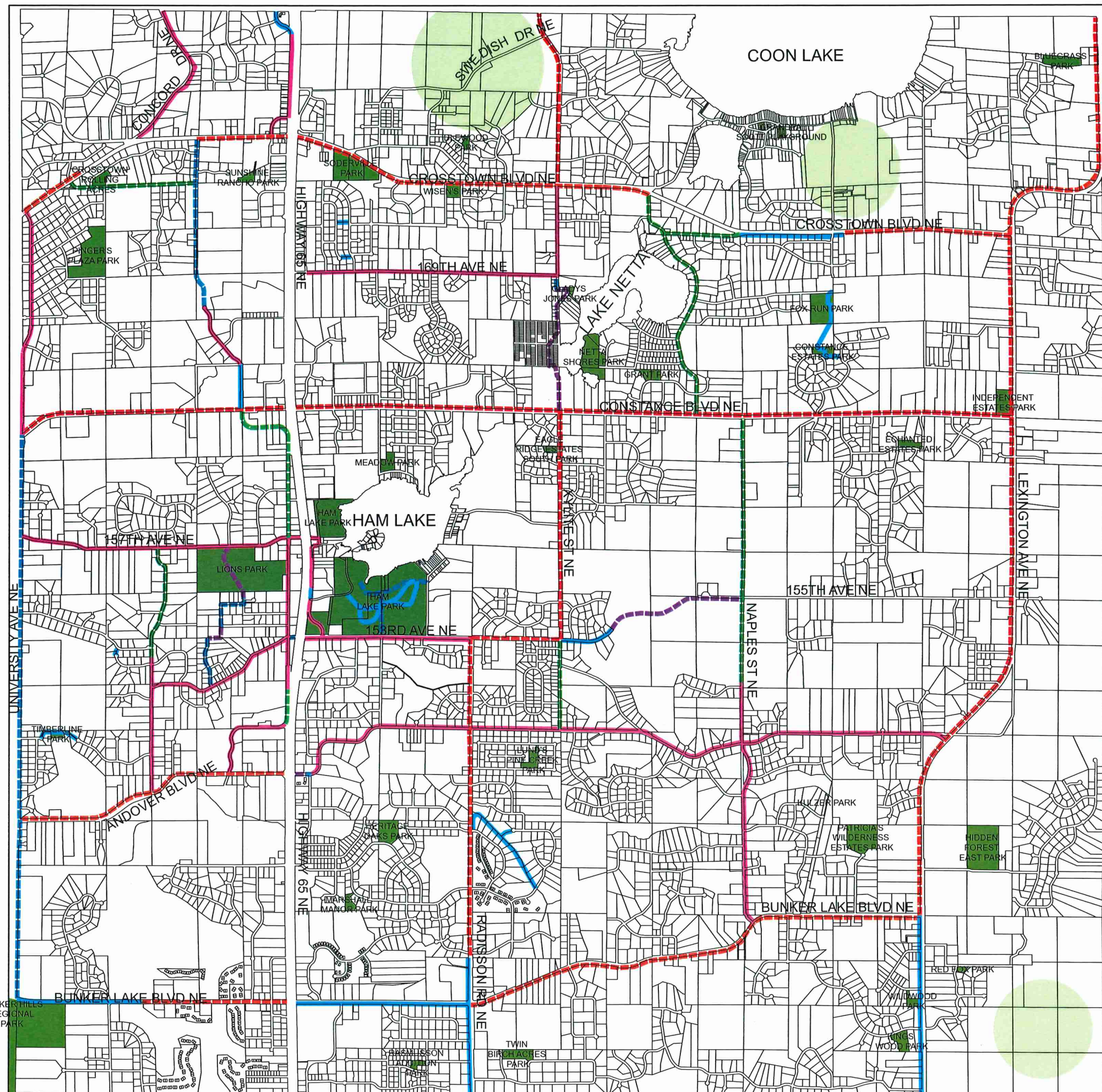
EXPLORE ANOKA COUNTY





HAM LAKE, MINNESOTA

BIKE FACILITIES MAP



Legend

-  Potential Future Park
-  Existing Bike Lane
-  Existing Bike Path
-  Proposed County Bike Path
-  Proposed Bike Lane/Path
-  Proposed Bike Lane
-  Proposed Bike Path
-  Existing Park



MAP DATE: 10/9/2023

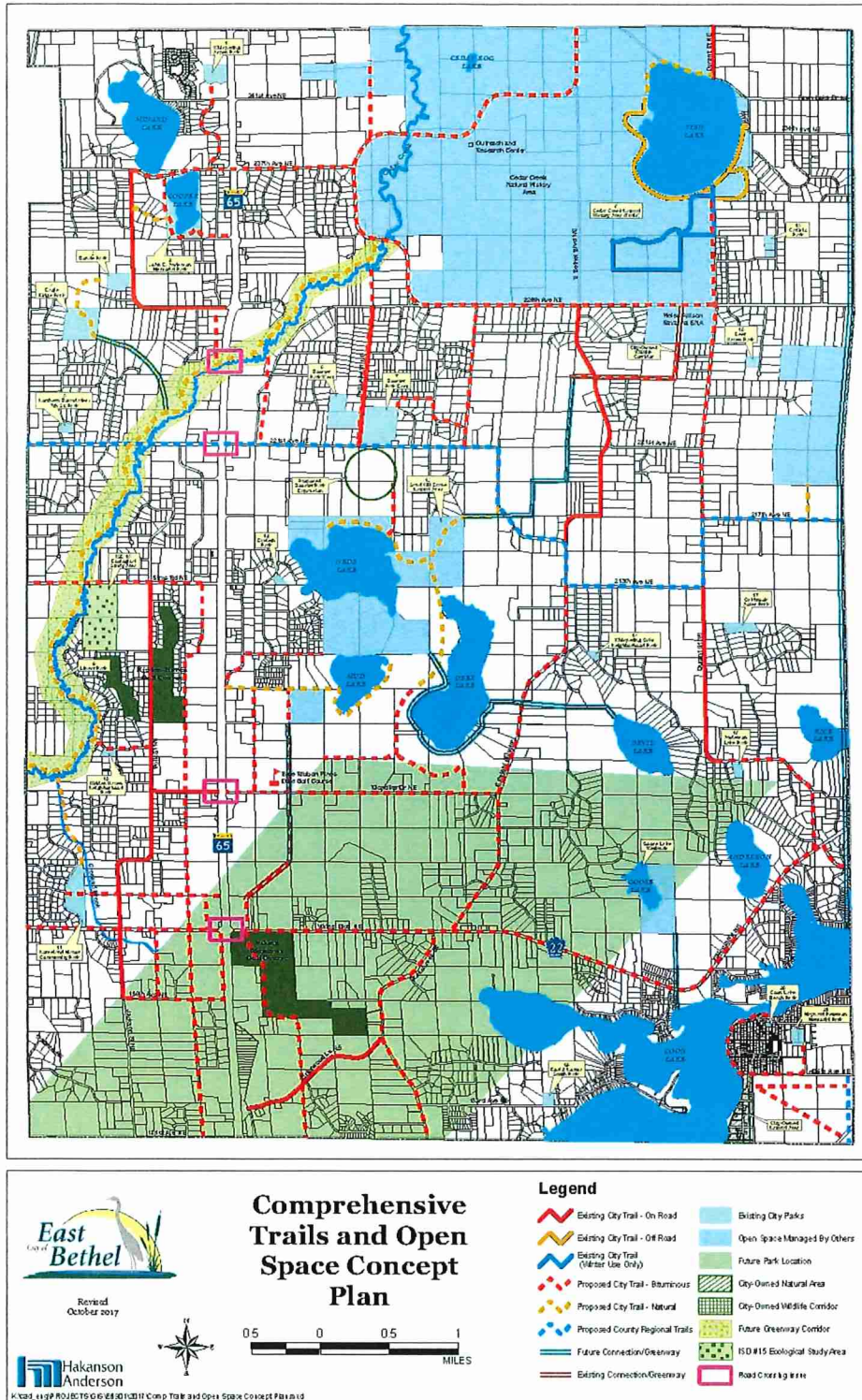
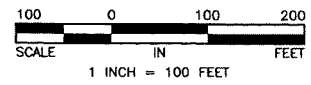
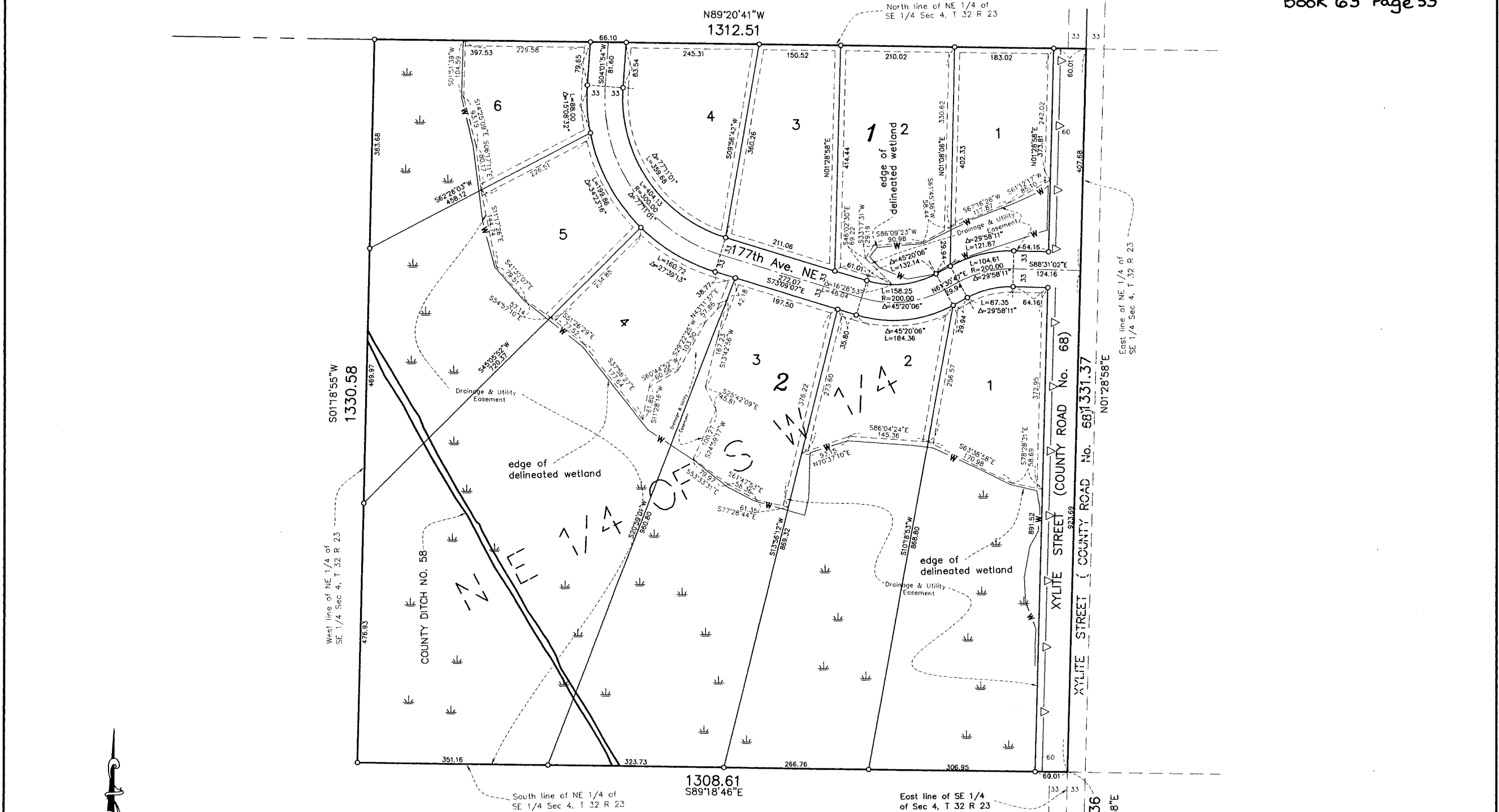
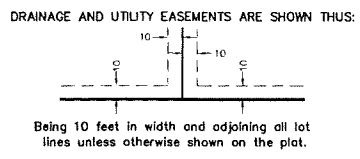


FIGURE 4-3: PROPOSED CITY TRAILS

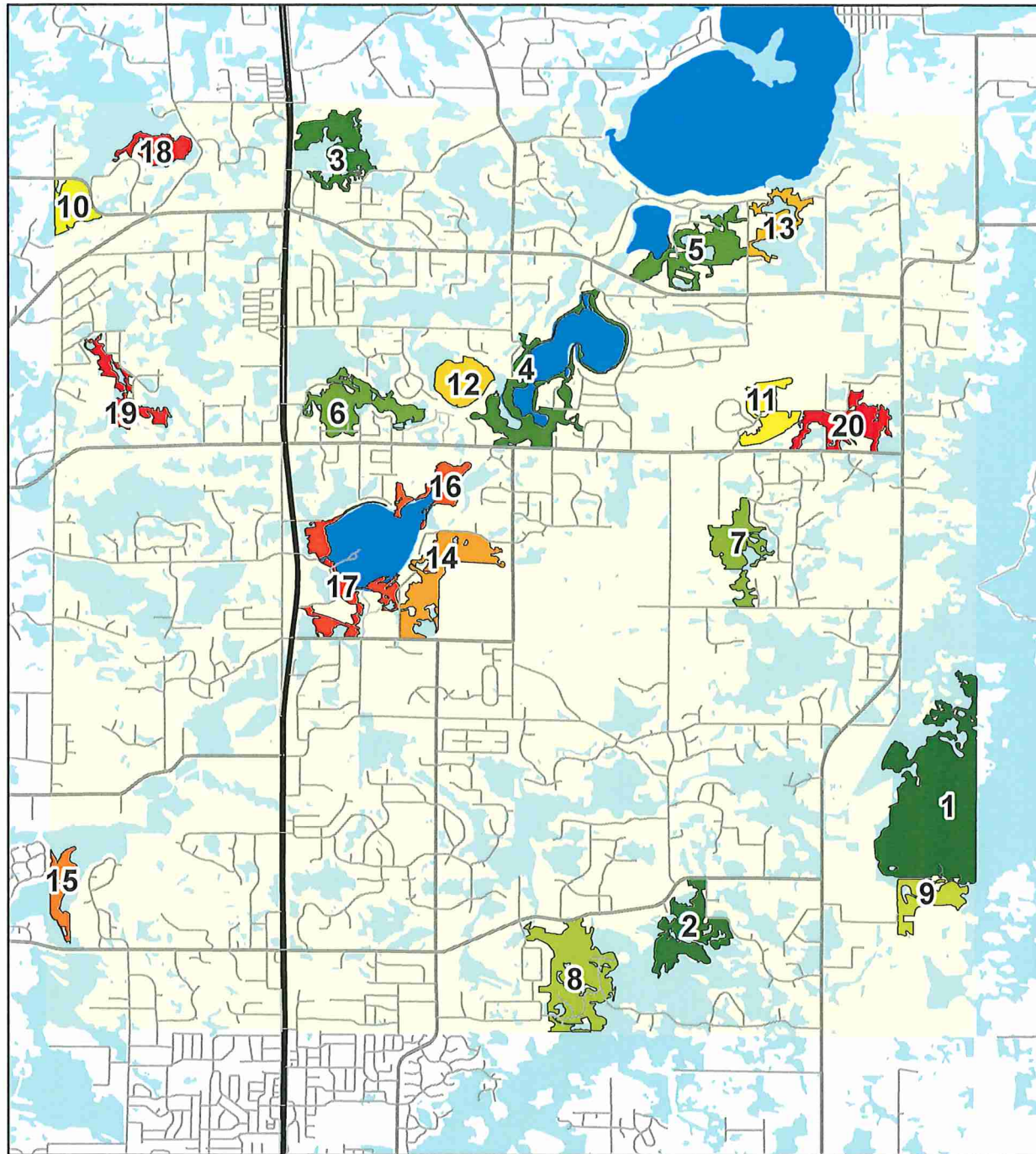
WOODLAND BLUFFS SECOND ADDITION



- Denotes Anoka County Monument
 - Denotes 1/2 inch by 14 inch iron monument set and marked with Minnesota License No. 18420.
 - Denotes iron monument found
 - △— Denotes Restricted Access dedicated to the County of Anoka
- For the purposes of this plat the south line of the SE 1/4 of Section 28, T 32, R. 23, is assumed to bear N 89°48'32\" W



Major Natural Resource Concentrations City of Ham Lake



Natural Resource Clusters

(Top 20 Natural Resource Clusters, by Undeveloped Acreage)

- Largest Undeveloped Acreage
-
-
- Smallest Undeveloped Acreage

Lakes



Wetlands



Roads

Interstate Highways

U.S. Highways

State Highways

County Roads/CSAHs

Municipal Streets

Misc. Other