Planning Commission

Tuesday, July 23, 2024
6:30 PM
Elk River City Hall

Regular Meeting
&
Work Session
Agenda

- Regular meeting in Council Chambers
- Work Session meeting in Council Chambers immediately following regular meeting

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1. CALL MEETING TO ORDER

2. CONSIDER AGENDA

3. CONSIDER MINUTES

   3.1 Planning Commission Minutes - June 25, 2024

4. PUBLIC HEARINGS

   An opportunity for the public to express their opinions and raise questions pertaining to the agenda item. All comments become part of the official public record. For this reason, all comments must be made at the podium so they can be heard and recorded. Comments may also be provided in writing. There will not be deliberations, discussions, or answers to questions until the hearing is closed. It is important to be courteous and allow each presenter to comment before adding additional testimony.

   4.1 Conditional Use Permit: Religious Institution, 555 Railroad Drive - Harvest Intercontinental Church

   4.2 Conditional Use Permit: Truck Terminal with Outdoor Storage, 16234 Jarvis St. NW - The Original Collins Brothers Auto, Truck & Towing

   4.3 Preliminary Plat and Ordinance Amendment: Bradford Park South Development - Lennar Homes

5. GENERAL BUSINESS

   Items in which the information is presented by city staff or consultants, then deliberation and action occur. General Business items are not opportunities to receive or provide public input. However, the presiding officer may, at its sole discretion, solicit public feedback.

   5.1 Commission Bylaws: Planning Commission and Board of Adjustments

   5.2 Downtown Plan: Select Commission Representative

6. COUNCIL LIAISON UPDATES

7. MOTION TO ADJOURN REGULAR MEETING

8. WORK SESSION – UPPER TOWN CONFERENCE ROOM

   Work Sessions are less formal meetings to encourage dialog. Official action or votes are not typically taken. At the conclusion of a discussion, a simple consensus provides staff direction for execution of the item. This portion of the agenda is audio recorded but not video recorded or broadcast. Work Sessions are open to the public; however, visitors who wish to provide input must be invited by the presiding officer, assume a seat at the discussion table and provide their full name and address for the official record.

8.1 Concept Review: Holzem Rural Residential Development

8.2 Concept Review: The Specht Family Farm Housing Development

9. MOTION TO ADJOURN

Meeting of the Planning Commission
Held at the Elk River City Hall
Tuesday, June 25, 2024

Members Present: Chair Perry Beise, Commissioner Tony Mauren, Commissioner Robert Rydberg, Commissioner Dennis Booth, Commissioner Jill Larson-Vito, Commissioner Eric Johnson

Members Absent:

Staff Present: Community Development Director Zack Carlton and Sr. Administrative Assistant/Recording Secretary Jennifer Green

1. CALL MEETING TO ORDER
Pursuant to due call and notice thereof, the meeting was called to order at 6:50 p.m.

2. CONSIDER AGENDA
Moved by Commissioner Jill Larson-Vito and seconded by Commissioner Robert Rydberg to approve the Planning Commission agenda as presented. Motion Carried 6-0.

3. CONSIDER MINUTES
Moved by Commissioner Johnson and seconded by Commissioner Booth to approve the following minutes. Motion Carried 6-0.

3.1 Planning Commission Draft Minutes - May 28, 2024

4. PUBLIC HEARINGS

4.1 Conditional Use Permit: Changeable Copy (Digital) Sign, 18823 Freeport St. NW - Holiday Gas Station

Mr. Carlton presented the staff report.

Chair Beise opened the public hearing. There being no one present to speak, Chair Beise closed the public hearing.

Moved by Commissioner Johnson and seconded by Commissioner Rydberg to recommend approval of the request by Holiday Gas Station for a Conditional Use Permit for a changeable copy (digital) sign at 18823 Freeport Street NW with the following conditions:

1. **The changeable copy sign shall not exceed 132 square feet.**

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2. **The applicant must apply for and receive approval for all required permits before any construction may begin.**
3. **The signs shall be compliant with the standards set forth in Sec. 30-864 (e) or any variances related to signage on this property.**

Motion Carried 6-0.

4.2 Zone Change: C-3 (Highway Commercial) to R-3 (Townhome/Multi-Family Residential), 75-00128-3101 - City of Elk River

Mr. Carlton presented the staff report.

Commissioner Booth asked what the size of the buildable area would be.

Mr. Carlton stated the buildable area wasn't measured, but it was about the size of a single family lot, noting the wetland restrictions and 45' wetland buffer.

Commissioner Johnson asked about the public interest received about the property and what were the proposed uses.

Mr. Carlton indicated the calls were in reference to commercial uses of the property, such as a small commercial retail location or a contractor yard.

Commissioner Johnson asked if anyone asked about residential uses.

Mr. Carlton stated he did not receive any phone calls but Mr. Leeseberg may have had a phone call asking about residential uses.

Chair Beise opened the public hearing.

Tony Weeks - 19545 Vernon St. NW, stated he's lived in the area for 25 years and works as a safety Manager for Vision Bus Company. In May, at the request of the Sherburne County Sheriff, he wrote a letter in support of a grant application for a road safety study for County Road 1 due to all the problems along the road with heavy traffic, poor site lines, an increase in residents in the area, speeders, and poor lighting. He was opposed to anything constructed on this property and asked the city to build a park. He indicated the grant was approved for the safety study.

Dawn Polston-Hork - 19308 Rush Ct. NW - opposed anything being built on the parcel and expressed concerns about losing access to the trail and the affects on the oak trees and loons. She discussed the heavy traffic on County Road 1 and felt adding a home to this property would add to more traffic and affect the trail. She supported a park on the lot.

Mary Spurling - 12462 193rd Ln. NW - stated she does not want any change to the swampy area for the following reasons: the swampy area buffered the noises and lights from the bus garage and residential yards, the wildlife habitat would be disturbed, they would lose the pond, they wouldn't be able to pick raspberries and grapes, and felt traffic safety should be improved.

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Tony Sofio - 19370 Upland St. NW - asked if this was a commercial or residential property. He expressed concerns about traffic and the walking path being removed. He asked that the Planning Commission take their time when considering rezoning this parcel.

Ben Solheid - 12448 193rd Ln. NW - was opposed to anything being built on the parcel and had concerns about the effects on wildlife, woodpeckers, and roadway safety.

Lisa Follmer - 19438 Upland St. NW - moved here 22 years ago and knows there are newer developments in the area but does not want this area to be "an island of misfit toys." She liked the walking path and pond. She was concerned the parcel would receive any benefits of the homeowner's association without having to pay for it. She asked if it would be part of it to reap the benefits but not have to follow the rules.

Mr. Carlton indicated that when properties are platted, that is when the homeowner's association is created, and this parcel would not become part of the HOA.

Ms. Follmer stated everything that she couldn't do to her property due to rules, this parcel could do. She stated the owner wouldn't have to pay for the esthetics of their development entrance. She stated if a multi-family home is allowed there, her taxes would go up and her belly would go down. She accused the city of being unethical, inefficient, and irresponsible if they were to approve this. She stated this is heartbreaking. She stated she puts her life into her own hands because of traffic using their road as a cut-through road.

Rosanne Miske - 19544 Vernon St. NW - expressed concerns about her property taxes being too high. She stated if multi-family homes are allowed, what will that do to her taxes? She asked if an apartment building would be allowed there and where on the parcel could they build.

The commission stated the highest use would be townhomes and the yellow box shown on the exhibit would be the only place for a building.

Ms. Miske stated building something on the parcel was worthless and asked what was the point.

Chair Beise stated the city doesn't own the property and was trying to rezone the parcel to from a commercial business locating there, as the current zoning allows it.

Rebecca Reule - 19551 Vernon St. NW - agreed with all the comments already expressed and asked for a motion for the property to be deemed un-buildable, as she felt it was too dangerous to put any kind of building on the parcel. She stated it's dangerous for parents and kids because of this use. She didn't want any affect on the wetlands and nature. She also felt her taxes have gone up while the value decreased.

Commissioner Johnson reiterated the lot size of this parcel is 5.5 acres and the buildable area is .5 acre for approximately 3 townhomes. The city is reviewing the zoning on the parcel because as it sits today, a commercial property such as a gas station or a daycare could be allowed here.

Commissioner Booth reiterated any access to the parcel would not be allowed off of County Road 1.

The public expressed various comments from the audience.

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Brian Hork - 19308 Rush Ct. NW - stated he felt residential use would likely be better than a commercial use. He asked more questions about filling the wetlands and his concerns with water management with a drainage ditch on the north and south. He stated there are culverts underneath the property that concents to a pond on the south side. He wanted to make sure water management is considered with any project on that parcel.

Don George - 12421 193rd Ln. NW - asked what it would take to change the buildable area to enlarge.

Mr. Carlton stated wetlands are protected by the state's Wetland Conservation Act (WCA) and any impacts would require a wetland delineation, identified by a professional and approved by officials. Any impacts on wetlands would again have to go through the WCA and buy credits to offset that impact, which can be expensive. This approach wasn't impossible but unlikely for this parcel.

There being no one else to speak, Chair Beise closed the public hearing.

Commissioner Mauren asked if Mr. Carlton had any information about the County Road 1 safety study.

Mr. Carlton indicated the study would be completed by Sherburne County since it was regarding a county road. He can ask the city's public works director if he's received any information.

Commissioner Rydberg stated the city has not received a development plan for this parcel, but the city's goal is to reduce the density of whatever is being proposed for this piece of private property. He noted the owner would need to take into account all the concerns the public noted.

Commissioner Mauren asked about the trail having protection.

Mr. Carlton stated the trail is in an easement and the City Council would not likely vacate the trail, noting the owner can build near it but not on it.

Commissioner Larson-Vito agreed with Commissioner Rydberg's comments, and stated this parcel is disconnected from the Comprehensive Plan and the Zoning map.

Commissioner Johnson stated changing the zoning is the right thing to do to lessen the impact on the surrounding area.

Moved by Commissioner Booth and seconded by Commissioner Johnson to recommend approval of the request by the City of Elk River for the proposed zone change from Highway Commercial (C3) to Townhouse/Multiple Family Residential (R3). Motion Carried 6-0.

5. GENERAL BUSINESS

There was no general business discussed.

6. COUNCIL LIAISON UPDATES

Councilmember Westgaard provided an update on the recent city council meeting.

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7. MOTION TO ADJOURN REGULAR MEETING

Commissioner Larson-Vito motioned and Commissioner Johnson seconded to adjourn the regular meeting of the Planning Commission at 7:31 p.m. Motion carried 6-0.

8. WORK SESSION – UPPER TOWN CONFERENCE ROOM

The Planning Commission Work Session opened at 7:31 p.m.

8.1 Discuss Bylaws for the Planning Commission and Board of Adjustments

Mr. Carlton presented the staff report and reviewed the proposed bylaws for both the Planning Commission and Board of Adjustments. The commission discussed the bylaw terminology, duties and responsibilities, and asked about the reason for special meetings needing to be called at a regular meeting. Mr. Carlton will find out the answer and update the commission at the next meeting. It was the consensus of the Planning Commission to consider adoption of the bylaws at the next Planning Commission meeting.

9. MOTION TO ADJOURN

Moved by Commissioner Eric Johnson and seconded by Commissioner Dennis Booth to adjourn the meeting. Motion Carried 6-0.

The meeting adjourned at 7:39 p.m.

Minutes prepared by Jennifer Green.

Perry Beise

Perry Beise, Chair

Tina Allard, City Clerk

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Request for Action

To
Planning Commission

Item Number
4.1

Meeting Date
July 23, 2024

Prepared By
Chris Leeseberg, Senior Planner

Item Description
Conditional Use Permit: Religious Institution, 555 Railroad Drive - Harvest Intercontinental Church

Reviewed by
Zack Carlton

Action Requested
Recommend, by motion, approval of the Conditional Use Permit with the following conditions to satisfy the standards set forth in Section 30-654:

1. A scaled site plan showing the 83 required parking stalls for all businesses operating on the property must be submitted prior to beginning operation or issuing building permits.
2. The entire parking lot be re-striped based on the approved parking site plan.
3. Schedule a site visit with the Building Official and Fire Marshal to review the leased space and complete any required building code updates.
4. A code analysis finding commercial building code compliance shall be prepared by an appropriate registered professional, as required by condition #3.

Background/Discussion
The applicant is requesting a Conditional Use Permit (CUP) to operate a religious institution (church) at 555 Railroad Drive NW. The three properties comprise 1.8 acres and are zoned C1 – (Central Business District), where churches require a CUP for approval. The church has a total of eight employees, including three pastors and five other leaders who work as volunteers. The number of patrons will range between 45 and 57. Additionally, the property currently includes a business office, a medical facility, a commercial kennel, and vacant space.

The proposed church will occupy approximately 2,885 sq.ft. of the 16,788 sq.ft. building. The property has multiple access points on 3rd Street and Railroad Drive with approximately 67 parking stalls. To accommodate all the businesses on site, the property needs to provide 83 parking stalls.
Hours of operation will be as follows:

- Sundays 7:00 a.m. – 2:00 p.m. Worship Service
- Wednesdays 6:00 p.m. – 9:00 p.m. Bible Studies
- Fridays 6:00 p.m. – 9:00 p.m. Prayer Meetings
- Saturday 6:00 p.m. – 9:00 p.m. Praise & Worship Practices

Applicable Regulations
The issuance of a Conditional Use Permit can be ordered only if the use at the proposed location:

1. Will not endanger, injure or detrimentally affect the use and enjoyment of other property in the immediatevicinity or the public health, safety, morals, comfort, convenience or general welfare of the neighborhood or the city.
As this religious institution will be operating within the existing structure and by providing additional parking to meet ordinance requirements, the use will not endanger, injure or detrimentally affect the use and enjoyment of other property in the immediate vicinity or the public health, safety, morals, comfort, convenience or general welfare of the neighborhood or the city.

Staff recommends a scaled site plan showing the 83 required parking stalls for all businesses operating on the property be submitted before the operation begins or permits are issued. Upon CUP approval, the entire parking lot shall be re-striped based on the approved parking site plan.

2. Will be consistent with the comprehensive plan.
The property is guided as Mixed Use where this category contains all commercial and supporting uses located in the historic core of the downtown as well as desired expansion areas to the west and north. Standalone commercial, multi-family, and mixed use with commercial use on the ground floor and residential above are all included in the mixed use category. The use is consistent with the Comprehensive Plan.

Staff do not see a need to impose specific conditions to satisfy this standard.

3. Will not impede the normal and orderly development and improvement of surrounding vacant property.
The area is fully developed and, as there are no vacant lots, the proposed use will not affect development of the surrounding area.

Staff do not see a need to impose specific conditions to satisfy this standard.

4. Will be served adequately by and will not adversely affect essential public facilities and services including streets, police and fire protection, drainage, refuse disposal, water and sewer systems, parks and schools; and will not, in particular, create traffic congestion or interference with traffic on adjacent and neighboring public thoroughfares.
The subject parcel utilizes public facilities and will be served adequately by and will not adversely affect essential public facilities and services including streets, police and fire protection, drainage, refuse disposal, water and sewer systems, parks and schools; and will not, in particular, create traffic congestion or interference with traffic on adjacent and neighboring public thoroughfares.

Staff do not see a need to impose specific conditions to satisfy this standard.

5. Will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons or property because of excessive traffic, noise, smoke, fumes, glare, odors, dust or vibrations.
With providing additional parking to meet ordinance requirements, the use will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons or property because of excessive traffic, noise, smoke, fumes, glare, odors, dust or vibrations.

Staff do not see a need to impose specific conditions to satisfy this standard.

6. Will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.
There are no natural, scenic or historic features of major importance on the subject parcel.

Staff do not see a need to impose specific conditions to satisfy this standard.

7. Will fully comply with all other requirements of this Code, including any applicable requirements andStandards for the issuance of a license or permit to establish and operate the proposed use in the city.
While all commercial building permits require documents signed by a licensed architect, staff recommends the following condition - a site visit with the Building Official and Fire Marshal to review the proposed lease space and complete any required code updates documented.

The use will fully comply with all other requirements of this Code, including any applicable requirements and standards for the issuance of a license or permit to establish and operate the proposed use in the city.

If denial of such a permit should occur, it shall accompany recommendations or determinations by findings or a report stating how the proposed use does not comply with the standards set forth in Section 30-654.

In the review of the standards for CUP as outlined and with the recommended conditions, it appears that the request is consistent with all of these standards.

Financial Impact
None

Mission/Policy/Goal
Support the growth and development of the community.

Attachments
1. Location Map
2. Narrative
3. Site Plan
4. Aerial
5. Building Plan
6. Building Layout
7. Staff Site Plan 7-15-2024

Project Location Map

Harvest Intercontinental Church

Conditional Use Permit

Case No: CU 24-10

Harvest Intercontinental Ministries Unlimited
Elk River Church
12366 72nd Ct NE, Otsego, MN 55330
Email: ***harvestelkriver@gmail.com***

June 10, 2024

Chris Leeseberg, Senior Planner

City of Elk River

Dear Mr. Leeseberg:

Below is the information requested to proceed with the CUP application process:

- Harvest Elk River church is a branch of Harvest Intercontinental Ministries Unlimited which has more than 350 churches and fellowships planted in Africa, Asia, Australia, Europe, South America and North America.
  The Elk River branch seeks to Remove an existing wall and rebuild it on the other side to expand the current space for the purpose of conducting religious activities such as Church services, Bible Studies, Prayer meetings, Workshops, Trainings etc.

- The number of patrons will range between 45 to 57 including children.

- Hours of operation will be as follows:

    i. Sundays 7am – 2pm, Worship Service
    ii. Wednesdays 6pm – 9pm, Bible Studies
    iii. Fridays 6pm – 9pm, Prayer Meetings
    iv. Saturday 6pm – 9pm, Praise & Worship Practices

- The Church has a total of eight employees. Three pastors and five other leaders who work as volunteers.

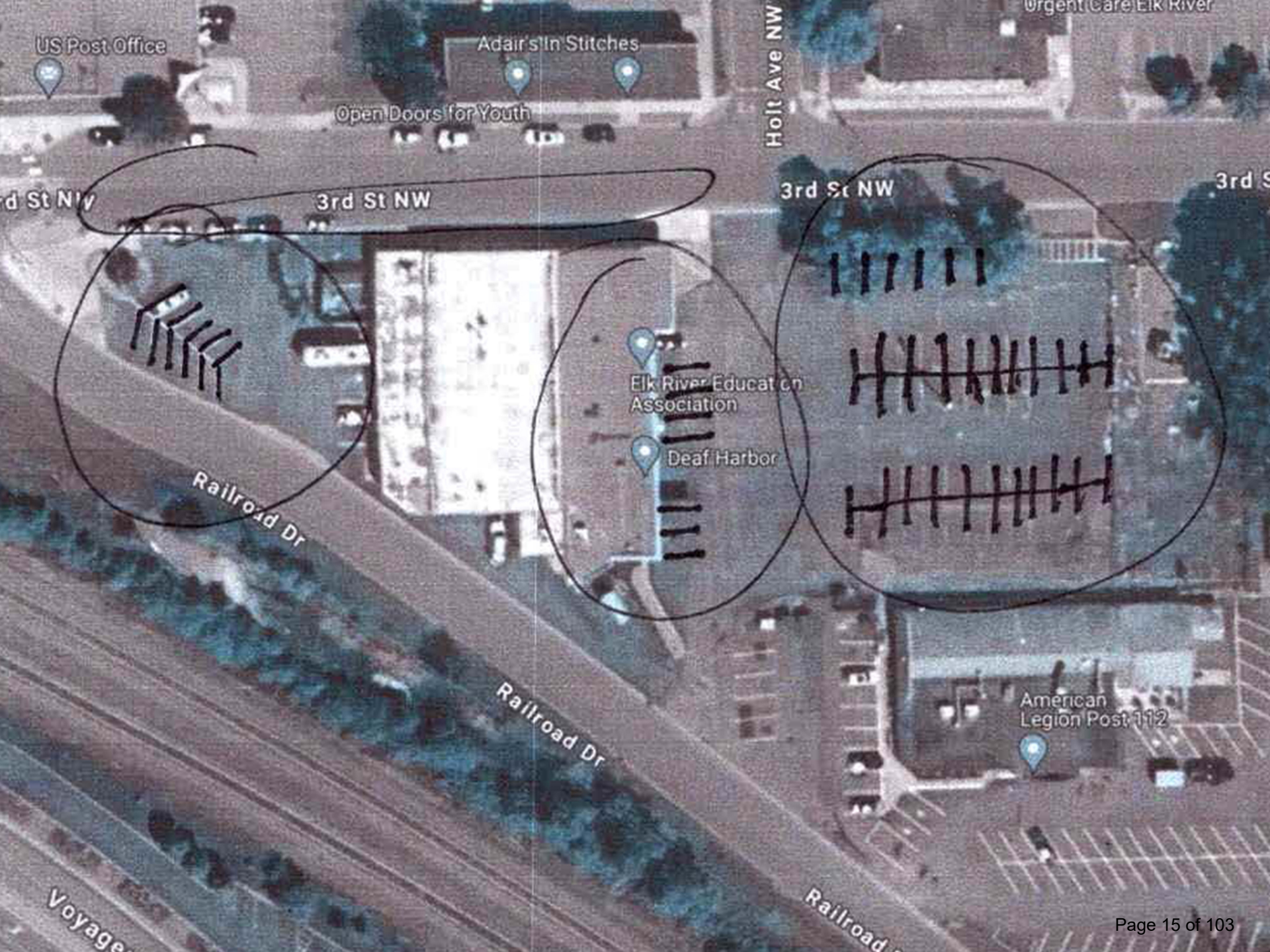
- The church has unlimited access to common areas including the parking stalls at the property

We shall revert to the property owner concerning the site plan showing where parking will be as well as the building plan showing dimensions and room labels.

Finally, the architectural plans have been drafted, signed by a licensed architect and submitted to the city.

Please let us know if you have any questions.

Thanks.
Saykeh Glay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Adair's In Stitches
Open Doors for Youth
Holt Ave NW
Urgent Care Elk River
3rd St NW
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3rd St NW
Elk River Education Association
Deaf Harbor
Railroad Dr
Railroad Dr
American Legion Post 112

3rd Street
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Dakotah Dairy Daycare
Nail Care
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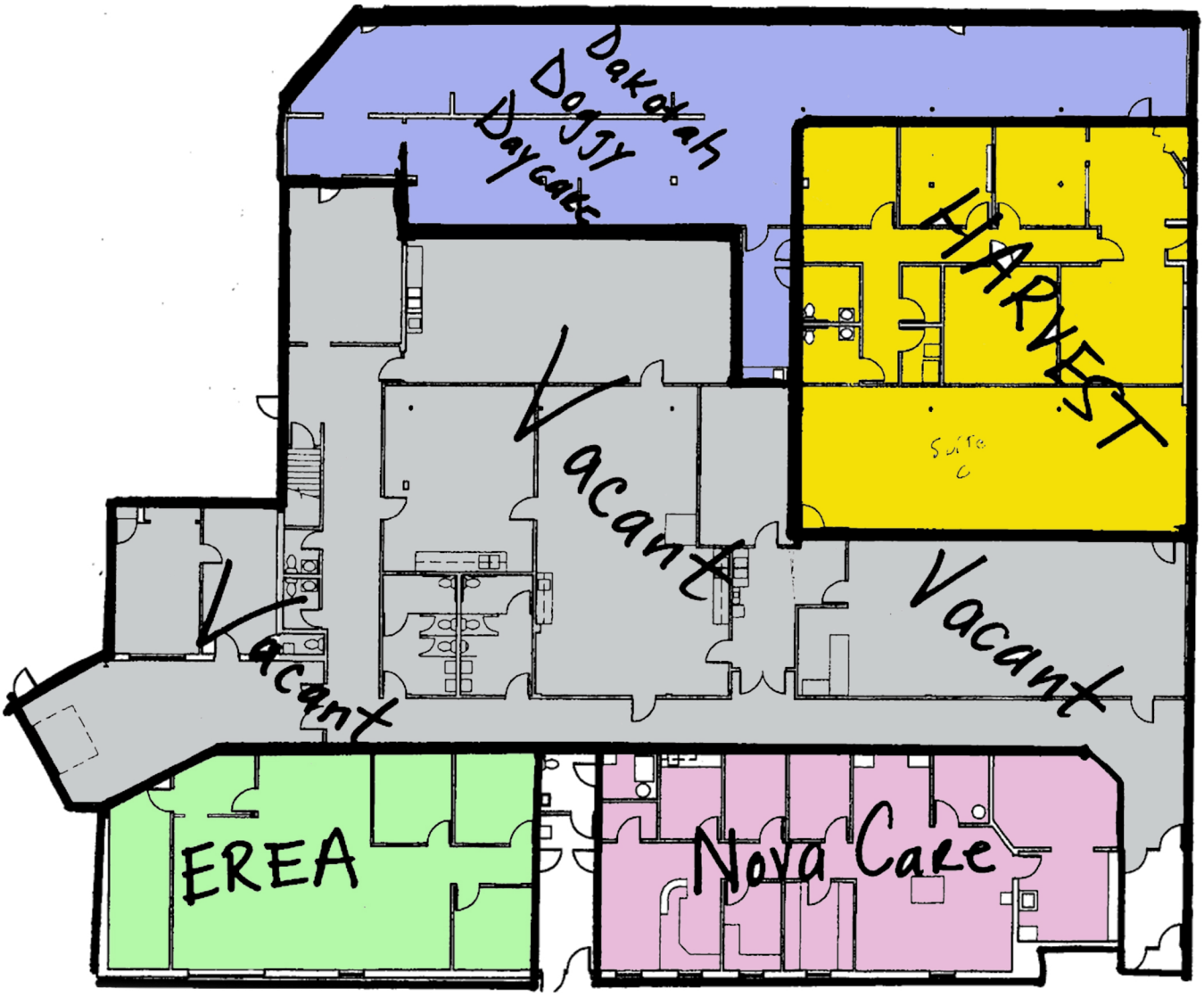
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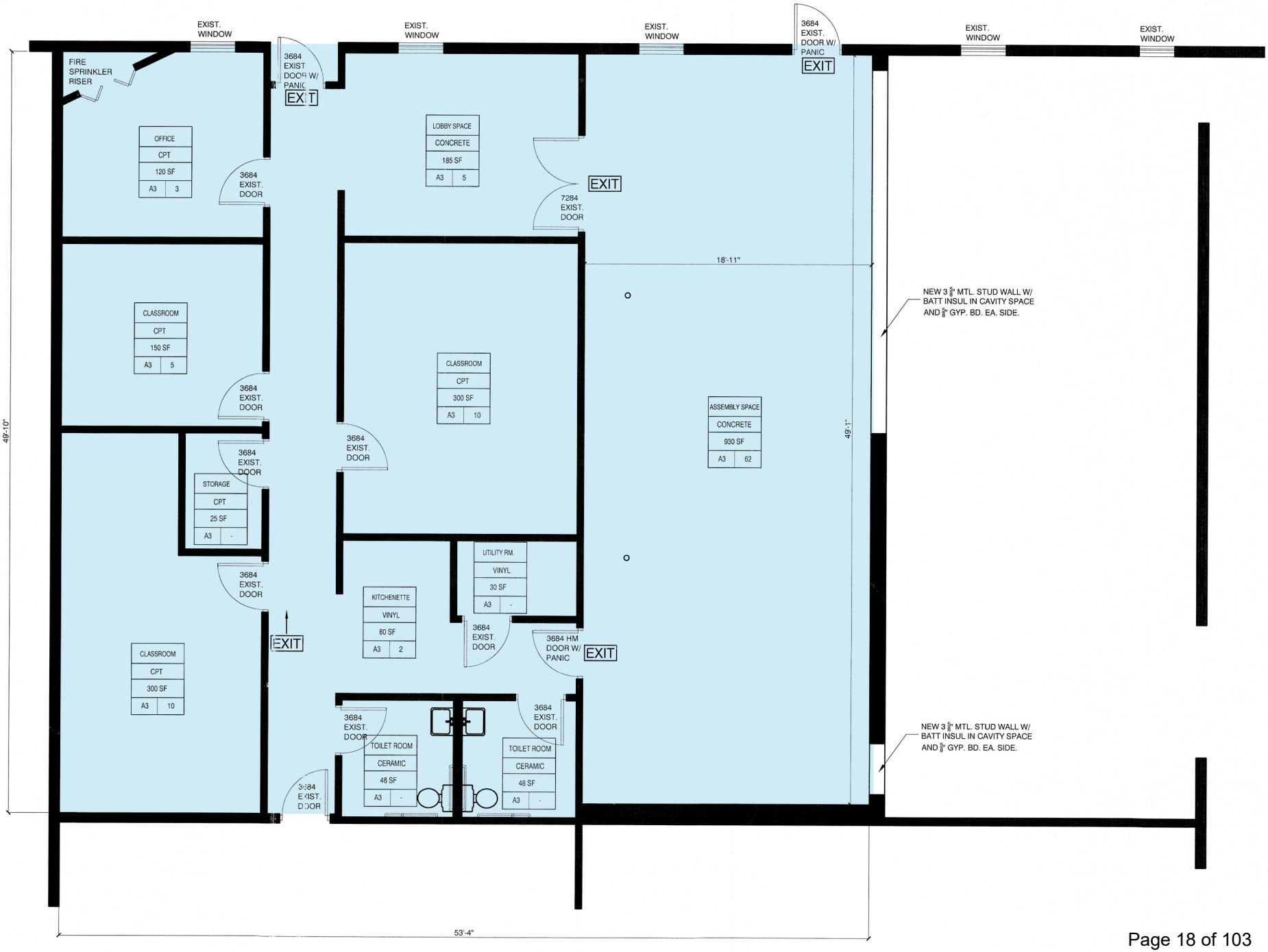

EXIST. WINDOW
EXIST. WINDOW
EXIST. WINDOW
3684 EXIST. DOOR W/ PANIC
EXIT
EXIST. WINDOW
EXIST. WINDOW
FIRE SPRINKLER RISER
3684 EXIST DOOR W/ PANIC
EXIT
OFFICE
CPT
120 SF
A3 3
3684 EXIST. DOOR
LOBBY SPACE
CONCRETE
185 SF
A3 5
EXIT
7284 EXIST. DOOR
18'-11"
NEW 3 5/8" MTL. STUD WALL W/ BATT INSUL IN CAVITY SPACE AND 5/8" GYP. BD. EA. SIDE.
CLASSROOM
CPT
150 SF
A3 5
3684 EXIST. DOOR
CLASSROOM
CPT
300 SF
A3 10
ASSEMBLY SPACE
CONCRETE
930 SF
A3 62
49'-1"
49'-10"
3684 EXIST. DOOR
3684 EXIST. DOOR
STORAGE
CPT
25 SF
A3 -
UTILITY RM.
VINYL
30 SF
A3 -
3684 EXIST. DOOR
KITCHENETTE
VINYL
80 SF
A3 2
EXIT
3684 EXIST. DOOR
3684 HM DOOR W/ PANIC
EXIT
CLASSROOM
CPT
300 SF
A3 10
3684 EXIST. DOOR
3684 EXIST. DOOR
TOILET ROOM
CERAMIC
48 SF
A3 -
TOILET ROOM
CERAMIC
48 SF
A3 -
3684 EXIST. DOOR
NEW 3 5/8" MTL. STUD WALL W/ BATT INSUL IN CAVITY SPACE AND 5/8" GYP. BD. EA. SIDE.
53'-4"

Staff Site Plan

Request for Action

To
Planning Commission

Item Number
4.2

Meeting Date
July 23, 2024

Prepared By
Chris Leeseberg, Senior Planner

Item Description
Conditional Use Permit: Truck Terminal with Outdoor Storage, 16234 Jarvis St. NW - The Original Collins Brothers Auto, Truck & Towing

Reviewed by
Zack Carlton

Action Requested
Recommend, by motion, approval of the Conditional Use Permit with the following conditions to satisfy the standards set forth in Section 30-654:

1. All outdoor storage shall follow Section 30-807 regarding screening.
2. The office hours of operation shall be limited to 7:00 a.m. – 6:30 p.m.
3. The parking and driveway area outside of the fenced area shall be bound by B612 curb and gutter.
4. All parking and driving areas must be finished with an approved surface – bituminous, concrete, or compacted class 5.
5. All areas not identified for parking or driving areas shall be maintained as turf grass in accordance with city standards.
6. A 100% opaque fence shall be installed on the west property line the entire length of the outdoor storage area and along the perimeter that is visible from the right-of-way.
7. Written permission from the property owner to the west allowing the fence to be installed on the shared property line shall be obtained.
8. Outside of short-term staging requirements, there shall be no storage of vehicles outside of the approved storage area, to include the city street, exterior parking area, and landscaped areas.
9. Exterior doors and windows shall be closed when any service and maintenance occur to company vehicles/equipment.
10. Staff approval of all site and civil plans.
11. A scaled site plan showing the 19 required parking stalls for all businesses operating on the property must be submitted prior to beginning operation or issuing building permits.
12. The holding pond must be adequately sized to accommodate the needs of both parcels.
13. An easement or agreement must be prepared and recorded to outline the maintenance obligations and grant both property owners' access to the holding pond. Permits will not be released until this easement has been signed by both property owners and recorded.

Background/Discussion
The 2.5-acre property is zoned I-3 (General Industrial) where truck terminals and outdoor storage require a Conditional Use Permit (CUP). The applicant is seeking a CUP to construct a 11,250 square foot (75' by 150')

post frame prefinished metal sided building to house the current and future operations of the business and replacing the existing structures. The new building will be utilized for vehicle/equipment storage, service, maintenance, and office space. Inside and outside storage is also being proposed.

Office hours are 7:00 a.m. - 6:30 p.m. Monday through Friday, and only by appointment on weekends. They currently have 12 full-time and 4 part-time employees.

Site improvements include drive lanes, parking, and impound/storage areas screened with 100% opaque fencing with all circulation outside of the screened fencing on bituminous or concrete surfaces, with curb and gutter. The inside of the fenced area will be finished with either bituminous, concrete, or compacted Class 5 materials.

The property has two access points, one on Jarvis Street and a second on 163rd Avenue and requires 19 parking stalls. The site plan shows 13 parking stalls.

The applicant is collaborating with the neighboring property to the west on a shared holding pond that will span both parcels and serve both properties. If this plan proceeds, the pond must be adequately sized to accommodate the needs of both parcels. Additionally, an easement must be recorded to grant both property owners access to the pond and outline the maintenance responsibilities.

The residential structure remains in use as a residence and is permitted under the I-3 zoning district. However, it exceeds the size allowed by ordinance but can continue as a legal non-conforming structure.

Applicable Regulations
The issuance of a Conditional Use Permit can be ordered only if the use at the proposed location:

1. Will not endanger, injure or detrimentally affect the use and enjoyment of other property in the immediatevicinity or the public health, safety, morals, comfort, convenience or general welfare of the neighborhood or the city.
The properties west of Jarvis Street in the area are also zoned industrial with the properties east of Jarvis, located in Ramsey, zoned residential. Nearby parcels are developed as outdoor storage, mini-storage, other industrial uses, and the Youth Athletic Complex. The use will not endanger, injure or detrimentally affect the use and enjoyment of other property in the immediate vicinity or the public health, safety, morals, comfort, convenience, or general welfare of the neighborhood or the city.
Staff do not see a need to impose specific conditions to satisfy this standard.

2. Will be consistent with the comprehensive plan.
The property is guided as Industrial. The industrial use category includes both heavy and light industrial businesses such as manufacturing, warehousing, and excavation. These uses are primarily located off of Highway 169, Highway 10, and the BNSF Railroad which provide easy access for the transferring of goods throughout the region. The use will be consistent with the comprehensive plan.
Staff do not see a need to impose specific conditions to satisfy this standard.

3. Will not impede the normal and orderly development and improvement of surrounding vacant property.
Three of the four adjacent parcels are developed and include outdoor storage and the adjacent vacant parcel is owned by the same property owner as one of the outdoor storage parcels. Nearby parcels are developed as outdoor storage, mini-storage, other industrial uses, and the Youth Athletic Complex. The use will not impede the normal and orderly development and improvement of surrounding vacant property.
Staff do not see a need to impose specific conditions to satisfy this standard.

4. Will be served adequately by and will not adversely affect essential public facilities and services including streets, police and fire protection, drainage, refuse disposal, water and sewer systems, parks and schools; and will not, in particular, create traffic congestion or interference with traffic on adjacent and neighboring public thoroughfares.

If the public street/right-of-way is not utilized for the applicants' operations, the use will be served adequately by and will not adversely affect essential public facilities and services including streets, police and fire protection, drainage, refuse disposal, water and sewer systems, parks and schools; and will not, in particular, create traffic congestion or interference with traffic on adjacent and neighboring public thoroughfares.

Staff recommends outside of short-term staging requirements, there shall be no storage of vehicles outside of the fenced area, to include the city street, exterior parking area, and landscaped areas.

5. Will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons or property because of excessive traffic, noise, smoke, fumes, glare, odors, dust or vibrations.
The proposed additional building is intended to be utilized to move much of their operation indoors and out of sight. Noise generated by vehicle maintenance could adversely impact the residential neighbor to the east. With the recommended conditions, the use will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons or property because of excessive traffic, noise, smoke, fumes, glare, odors, dust, or vibrations.

Again, staff recommend there shall be no storage of vehicles outside of the fenced area and exterior doors and windows shall be closed when any service and maintenance occur to company vehicles/equipment.

6. Will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.
There are no scenic or historic features of major importance on the subject parcel. Areas outside of parking and driving areas likely will be disturbed with construction.
Staff recommends all areas not identified for parking or driving areas shall be restored and maintained as turf grass in accordance with city standards.

7. Will fully comply with all other requirements of this Code, including any applicable requirements and Standards for the issuance of a license or permit to establish and operate the proposed use in the city.
The use will fully comply with all other requirements of this Code, including any applicable requirements and standards for the issuance of a license or permit to establish and operate the proposed use in the city.

All parking and driving areas must be finished with an approved surface – bituminous, concrete, or compacted Class 5. The parking and driveway area outside of the fenced area shall be bound by B612 curb and gutter.

If denial of such a permit should occur, it shall accompany recommendations or determinations by findings or a report stating how the proposed use does not comply with the standards set forth in Section 30-654.

Financial Impact
None

Mission/Policy/Goal
Support the growth and development of the community.

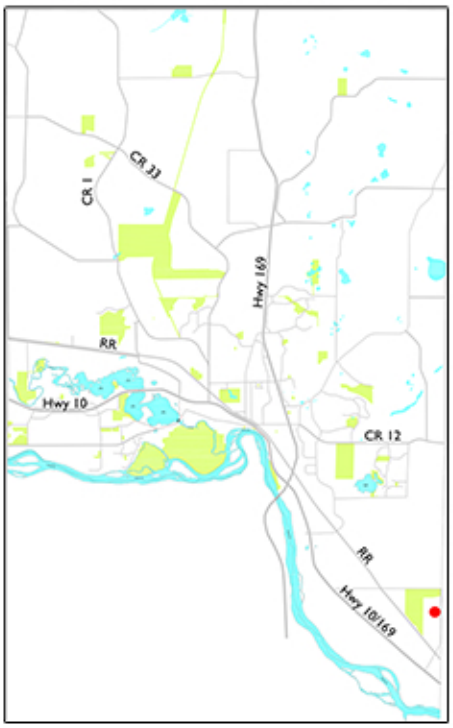
Attachments
1. Narrative
2. Location Map
3. Site Plan
4. Overlay
5. Architectural Drawings

CU 24-12 and V 24-09 Narrative

We respectfully request consideration of a Conditional Use Permit for the truck terminal and outside storage required by city code as well as a zero lot line Variance for the Original Collins Brothers Auto Truck & Towing Center project to continue to house the company's operations currently existing at the site since February 25th 1999. The project will include the construction of a 12,150 square foot 75' by 162' post frame prefinished metal panel sided building to house the current and future operations of the existing business replacing the functional and aesthetic obsolescent existing structures. Included will be offices, management facilities, staff service areas, repairs & maintenance, as well as inside and outside storage. The facility would continue to be served by updated private well and septic systems as there are no city services available. Usual and customary office hours are proposed to be limited to 7:00 am to 6:30 pm. The business currently employs +/- 12 full time and 4 part time employees.

Site improvements include drive lanes, parking, impound/storage areas screened with 100% opaque fencing. All traveled areas outside of the facilities screened fencing will be bituminous or concrete surfaces, with curb and gutter. Parking, driving areas, impound, and storage areas within the fenced in facility will be finished with either bituminous, concrete, or compacted Class 5 materials. Non-improved areas will be maintained as turf grass and/or managed native/naturalized landscaping. Outside of short-term staging requirements inherent with the operation of the facility, there will be no storage of vehicles outside of the approved storage areas, to include the city streets, parking areas outside of the screened fencing, and any landscaped areas. A stormwater retention pond would also be constructed in conjunction and to include the required joint stormwater management of the adjoining property to the West. This joint stormwater management will significantly increase the highest and best use opportunity for both properties. The joint stormwater facilities serving the two properties would be subject to a maintenance agreement to provide for the maintenance of the stormwater facilities.

A variance is also requested to utilize zero lot line setbacks to the 11th Hour Property immediately adjoining to the West in order to utilize both lots for a semi-conjoined "back-to-back" parking and storage plan/design. The scope of the variance is also requested to include zero lot line setbacks on a portion of the South property line to allow for a zero lot line access driveway location, allowing for the placement of the future driveway on the South property back to back minimizing drive access to Jarvis

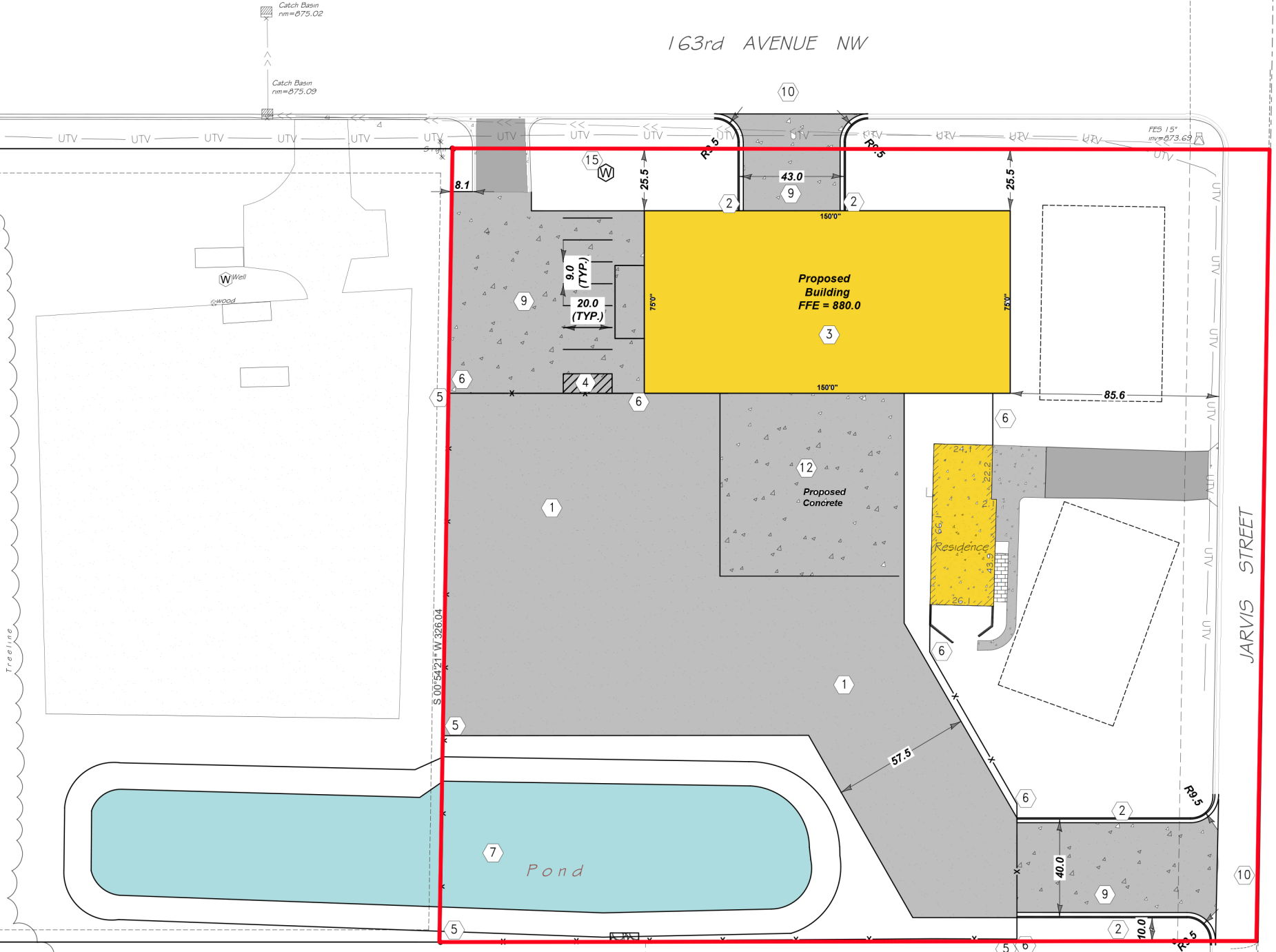


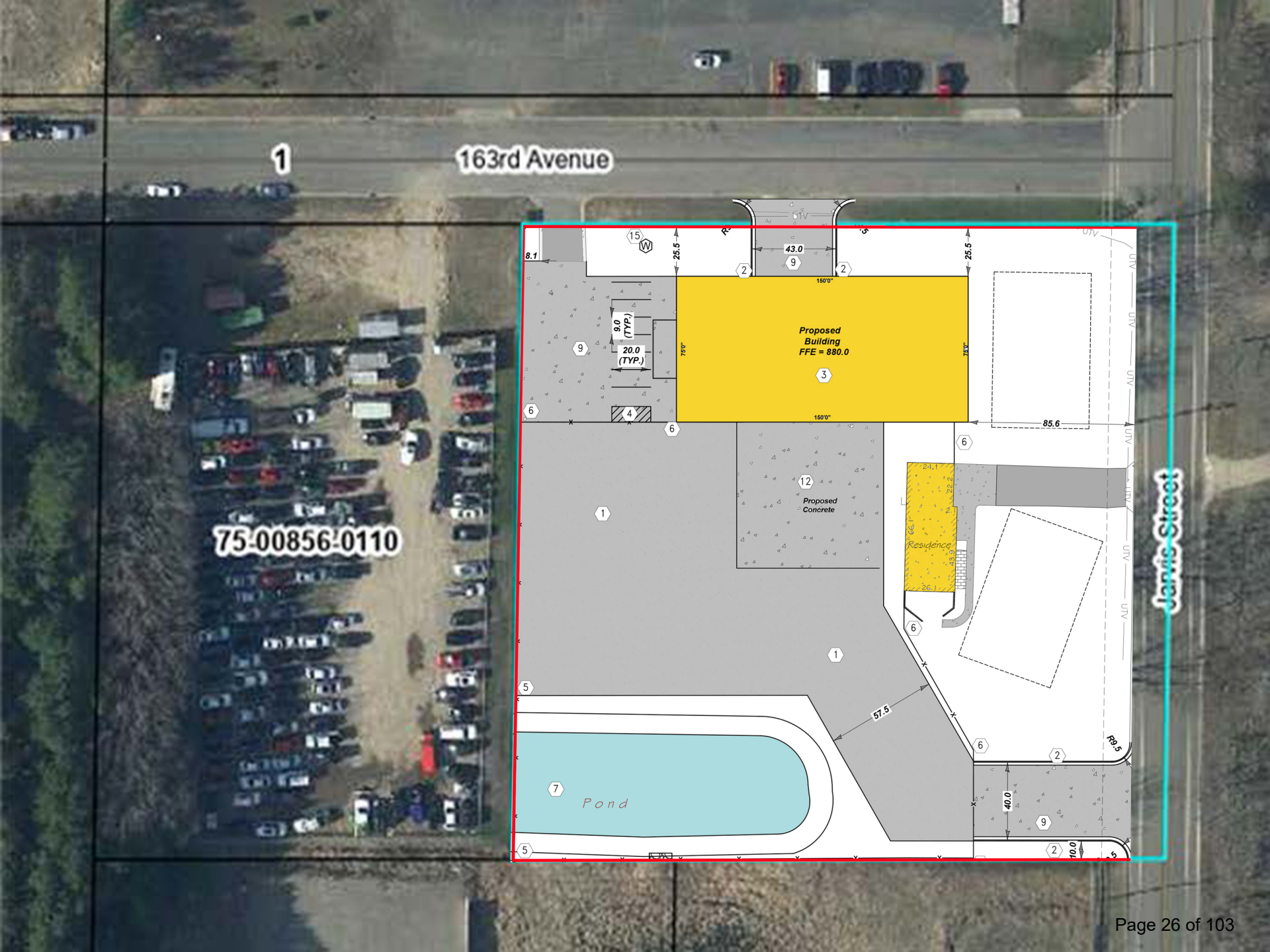
Project Location Map

Collins Brothers Towing

Conditional Use Permit
Variance

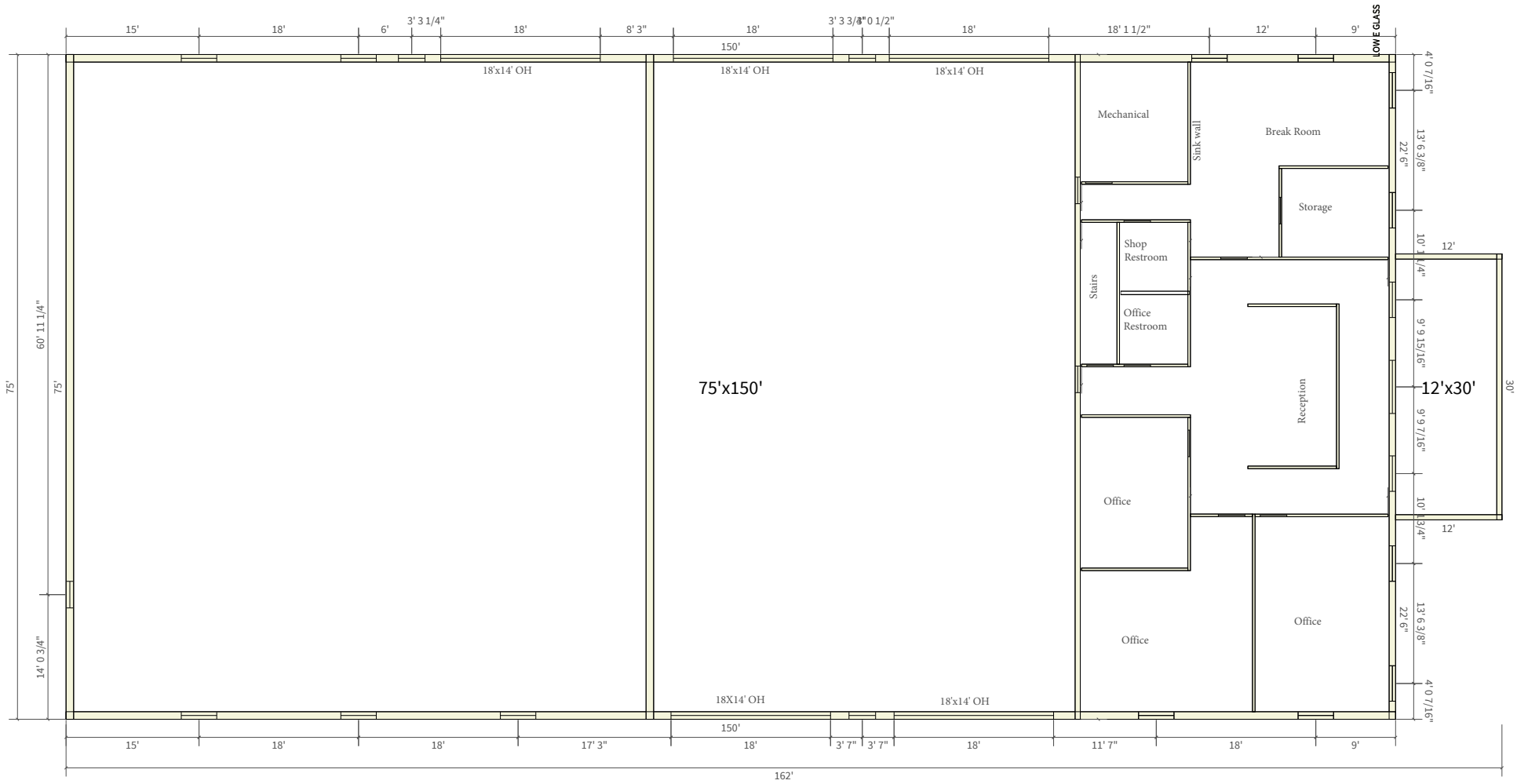
Case No: CU 24-12, V 24-10

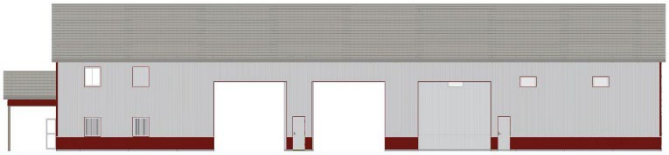

163rd AVENUE NW
JARVIS STREET
Catch Basin
rim=875.02
Catch Basin
rim=875.09
FES 15"
inv=873.63
UTV
Well
Treeline
8.1
25.5
43.0
25.5
R9.5
R9.5
150'0"
150'0"
75'0"
75'0"
9.0
(TYP.)
20.0
(TYP.)
Proposed
Building
FFE = 880.0
Proposed
Concrete
85.6
Residence
S 00°54'21" W 326.04
57.5
40.0
10.0
R9.5
Pond

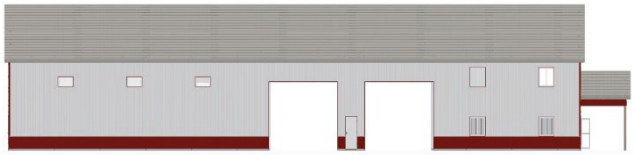

1
163rd Avenue
75.00856.0110
Jarvis Street
Proposed Building FFE = 880.0
Proposed Concrete
Residence
Pond
43.0
25.5
25.5
8.1
9.0 (TYP.)
20.0 (TYP.)
150'0"
75'0"
85.6
57.5
40.0
R9.5

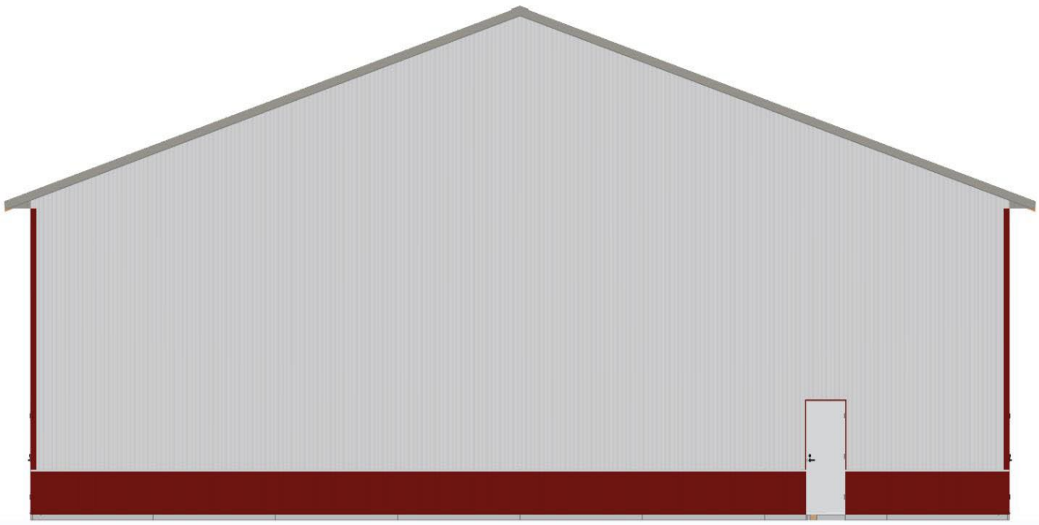
Job: COLLINS BROTHERS TOWING
Date: 5/14/2024
Time: 1:23 PM

Wall Layout









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MN License #782910

PO Box 34 • Becker, MN 55308
Phone: 763-286-7332
bb-built.com

COLLINS BROTHERS TOWING

Elk River, MN

5/14/2024

BUILDING SPECIFACTIONS:

75'W X 150'L X 18'H

ATTACHED BUILDING DETAIL:

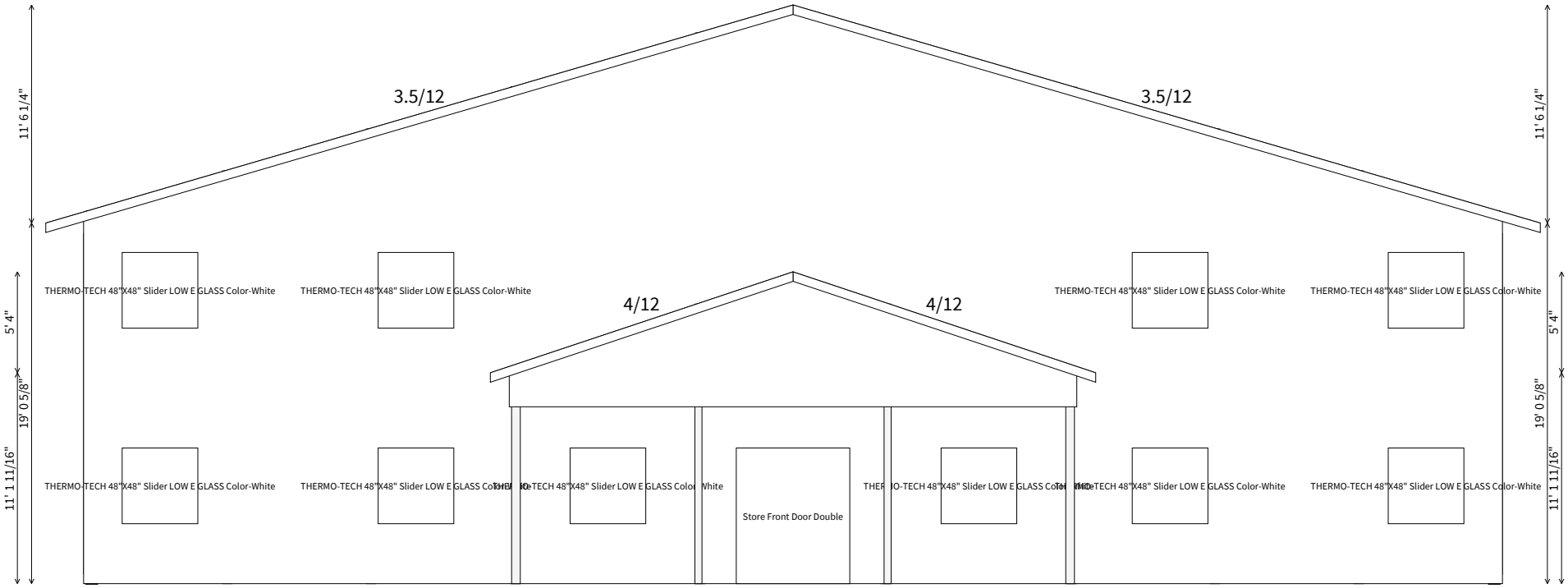
A - Porch - Gable - 4/12 - 30'x12' - 10' Ceiling - 0' 4" deep slab - 1' OH - Front of Main Building

Job: COLLINS BROTHERS TOWING
Date: 6/10/2024
Time: 2:19 PM

Left Elevation

Job: COLLINS BROTHERS TOWING
Date: 6/10/2024
Time: 2:19 PM

Front Elevation



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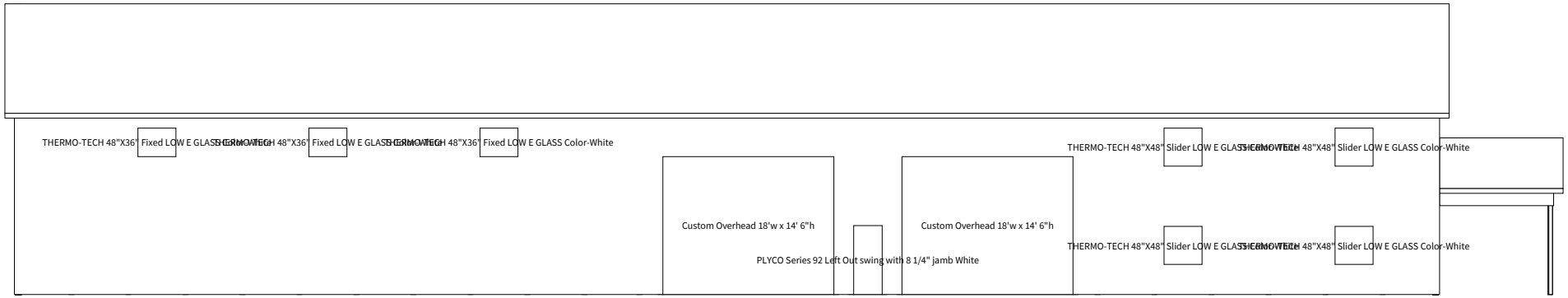
Right Elevation



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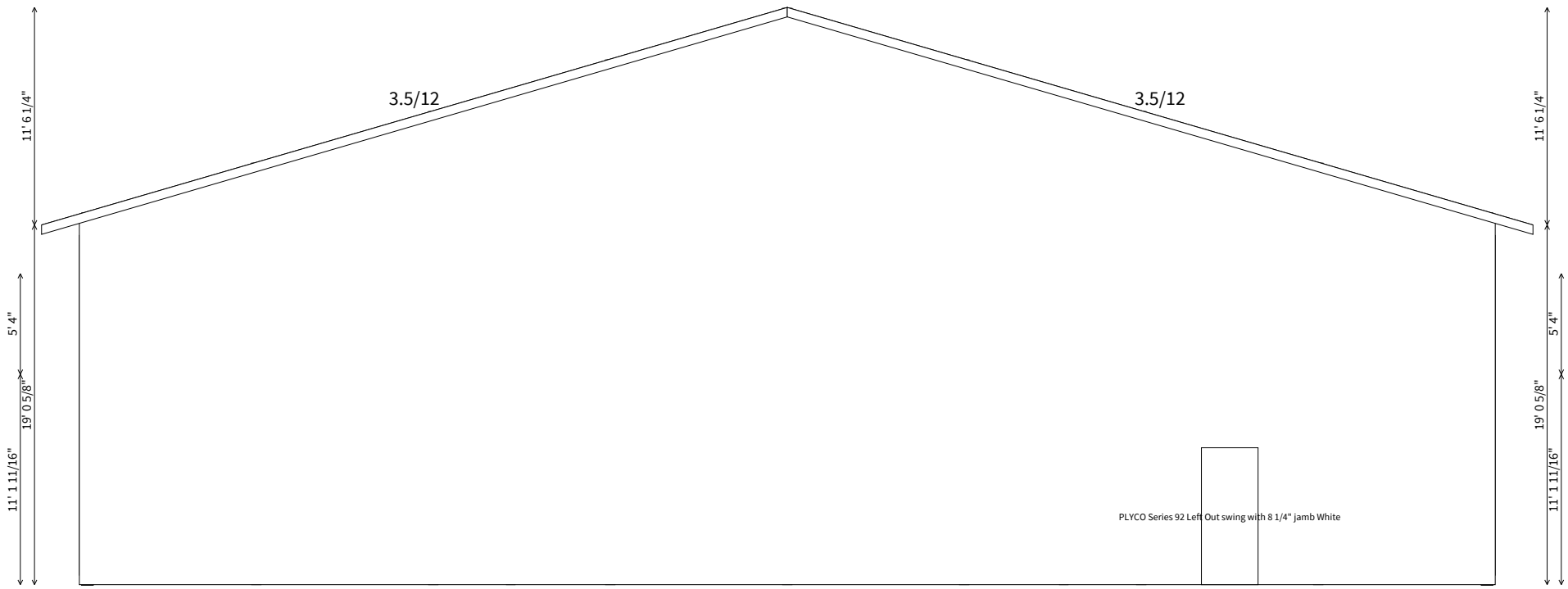
Back Elevation



Request for Action

To
Planning Commission

Item Number
4.3

Meeting Date
July 23, 2024

Prepared By
Zack Carlton, Community Development Director

Item Description
Preliminary Plat and Ordinance Amendment:
Bradford Park South Development - Lennar Homes

Reviewed by
Chris Leeseberg

Action Requested
Recommend, by motion, approval of the Preliminary Plat of Bradford Park Development South, with the following conditions:

1. Council approval of an ordinance amendment expanding the PUD district for Bradford Park.
2. All access with County Road 40 shall meet Sherburne County's access management guidelines.
3. Streets and access must comply with MN State Fire Code Chapter 5 and Appendix D.
4. Staff approval of all site, utility, engineering, and landscaping plans.
5. Submit an updated phasing plan outlining the anticipated subdivision additions.
6. Hydrants must be spaced to ensure all portions of a residence are within 250 feet of a hydrant.
7. All watermains shall be looped. Dead-end watermains are not permitted.
8. State and local approval of all wetland permits related to the wetland impacts.
9. Construct trails and trail connections as recommended by the Parks and Recreation Commission.
10. Mailboxes shall be clustered.
11. Driveways shall be limited to 20 feet wide at the property line or the entire distance between curb & sidewalk.
12. All buildable lots shall include a drainage and utility easement for areas within the 45-foot wetland setback or within 45 feet of the OHW for stormwater ponds.
13. Grading for trails along the pond shall be designed to minimize impacts to existing grades and vegetation.
14. At least one mid-block connection along Road H must be added to improve connectivity to the trail around the pond.
15. Landscape plans shall identify an overstory tree in the front yard of every parcel and no more than four of the same tree species shall be on adjacent lots.
16. A sign noting "future through street" shall be posted at all temporary dead-end streets.

Recommend, by motion, approval of an ordinance amending Sec. 30-1600 to include the additional land included in the Bradford Park PUD.

Background/Discussion
The applicant, US Home LLC, (Lennar) has submitted a proposal to expand the Bradford Park Development across the pond and to Cleveland Street (CR 40). Previous approvals included 314 single-family homes and focused on the area west of the pond. The new proposal would develop the entire area and include 119 additional lots, bringing the total lot count of Bradford Park to 433 single-family homes. The current proposal differs from the previous project in that it no longer includes townhomes or private streets. All of the lots are now detached single-family units with lots between 55 and 65 feet wide.

Comprehensive Plan
The Comprehensive Plan guides the project area for Mixed-Residential Neighborhood Uses. This designation consists of neighborhoods with multiple housing types, including detached single-family homes, townhomes, villas (patio homes) etc.

The current proposal consists of two different detached single-family lot sizes and no longer includes townhomes. This is a departure from the Comprehensive Plan which contemplates a range of housing types with the intent of improving affordability. The Planning Commission should consider whether the current proposal meets the intent of the Comprehensive Plan. Additional density and housing types could be required, as is noted in the approved plans.

Streets and Trails
The current project connects to previous approvals via the pond crossing that is 185th Ave. This crossing was included in the original approval and the location does not change. There is one additional street connection to Cleveland St, which will need to be modified to meet Sherburne County's access spacing guidelines. The county recommends this access be converted to a ¾ access, limiting left-turn out movements.

As the proposed city streets comply with city standards, parking will be permitted on both sides of the street. Previous documents, along with the EAW, included a parking analysis demonstrating sufficient on-street parking, beyond what is provided on the driveways.

All proposed city streets include a sidewalk along at least one side of the street. The development's feature trail around the pond is shown as part of this phase. This trail includes connections to city sidewalks and the planned city park. Staff recommend adding at least one mid-block connection from Road H to the trail around the pond. The only access shown on the existing plan is from the pond crossing at 185th Ave.

Parcel Design and Layout
The lot widths of 55 feet and 65 feet are both below the city standard of an 80-foot-wide single-family lot, but are consistent with what was approved in the first phase of Bradford Park. The city has approved a number of other projects with 65-foot lots, Miske Meadows and Twin Lakes Estates as nearby examples, but the first phase of Bradford Park is the only subdivision with single-family lots at 55-feet wide.

Concerns with smaller lots noted during previous discussions include parking and distance between structures. The parking analysis provided by the applicant shows ample street parking and the PUD ordinance for Bradford Park limits driveways to 20-feet wide in an effort to maintain street parking.

Proposed setbacks are as follows:

Front Yard	25 feet (30 feet is the R-1c standard)

Corner lots reduced to 20 feet on non-address street

Side Yard	7.5 feet (5 and 10 feet are standard)
Rear Yard	20 feet (20 feet is the standard)

To avoid multiple similar homes being constructed near one another, the PUD includes and internal monotony code to improve visual diversity along the streets.

Engineering and Utilities
The engineering plans continue to be reviewed for consistency with city standards, and for concerns related to future public ownership of public improvements. Concerns will be discussed with the developer.

The subdivision is located within the urban service area and all parcels will be served by city sewer and water. In addition to sewer and water, stormwater infrastructure includes a network of stormwater basins and pipes to ensure the project complies with state and local requirements. Upon acceptance of the public improvements, staff will also require the outlots with completed stormwater features to be deeded to the city.

Landscaping
The provided landscape plan includes a variety of overstory, evergreen and ornamental trees planted throughout the development. Ordinance requires two trees per residential lot, one of which must be an overstory (shade) tree. Staff recommend improving the variation of the trees planted along the city street to minimize future disease/insect concerns. Plans should be updated to show that no more than 4 of the same species will be planted along abutting lots or across the street. Similar to the internal monotony code applied to home designs and facades.

Applicable Regulations
Preliminary Plat
City ordinance section 30-375 outlines the required findings for approval of a Preliminary Plat.
1. The proposed subdivision is consistent with the zoning regulations (article VI of this chapter) and conforms in all respects with all requirements of this Code, including the zoning regulations and this article.
Previous discussions and approvals regarding Bradford Park included a rezoning of the current project area to Planned Unit Development (PUD). This rezoning has been recorded and the area is also included in the PUD ordinance governing this subdivision. The PUD ordinance will need to be updated to include any changes to the plans, documents, and standards.

Provided city ordinances are amended to include the expanded PUD, and recommended conditions are included, the proposed subdivision is consistent with all zoning regulations.

2. The proposed subdivision is consistent with all applicable general and specialized city, county, and regional plans, including, but not limited to, the city's comprehensive development plan.
The Comprehensive Plan guides the project area for Mixed-Residential Neighborhood Uses. This designation consists of neighborhoods with multiple housing types, including detached single-family homes, townhomes, villas (patio homes) etc.

Staff have noted that the proposed project no longer includes townhomes, which may not achieve the goals of the Comprehensive Plan by limiting housing diversity. The Planning Commission should discuss this change as part of their review.

3. The physical characteristics of the site, including but not limited to topography, soils, vegetation, susceptibility to erosion and siltation, susceptibility to flooding, and drainage are suitable for the type and density of development and uses contemplated.
The physical characteristics of the site support the proposed use. The wetland impacts will be reviewed by the city and state through the established review process. Stormwater features, including a network of pipes and basins, will ensure water leaving the site, and flowing on to adjacent properties, is generally consistent with present day metrics.

Additionally, the applicant completed a thorough review of the site through an Environmental Assessment Worksheet (EAW) and all state and local entities have had an opportunity to comment on the project's

impact. With the removal of the townhomes, the unit count has decreased by 100 dwelling units, reducing traffic impacts and demands on city services.

4. The proposed subdivision makes adequate provision for water supply, storm drainage, sewage transportation, erosion control and all other services, facilities and improvements otherwise required in this article.
The subdivision includes public utilities and stormwater infrastructure that meets city requirements. Additional permits required to comply with erosion control standards are a required and must be secured prior to building permit issuance.

5. The proposed subdivision will not cause substantial environmental damage.
The wetland impacts have been and continue to be under review. Approval of those impacts is included as a condition of approval. The development is also required to comply with setback standards outlined in the ordinance as they relate to wetlands and stormwater ponds.

6. The proposed subdivision will not conflict with easements of record or with easements established by judgment of a court.
There are no conflicts with easements of record.

7. The proposed subdivision will not have an undue and adverse impact on the reasonable development of neighboring land.
The project abuts a large-single family parcel on three sides. The parcel is accessed via an existing driveway along Cleveland St, and a future road connection (Road K) would provide internal access to the site. The parcel remains developable and the applicant has submitted a ghost plat showing the potential use of the site for single-family development.

8. *The proposed subdivision is not premature. A subdivision is premature if any of the following exists:*
   a. *Lack of adequate stormwater drainage.*
   b. *Lack of adequate roads.*
   c. *Lack of adequate sanitary sewer systems.*
   d. *Lack of adequate off-site public improvements or support systems.*

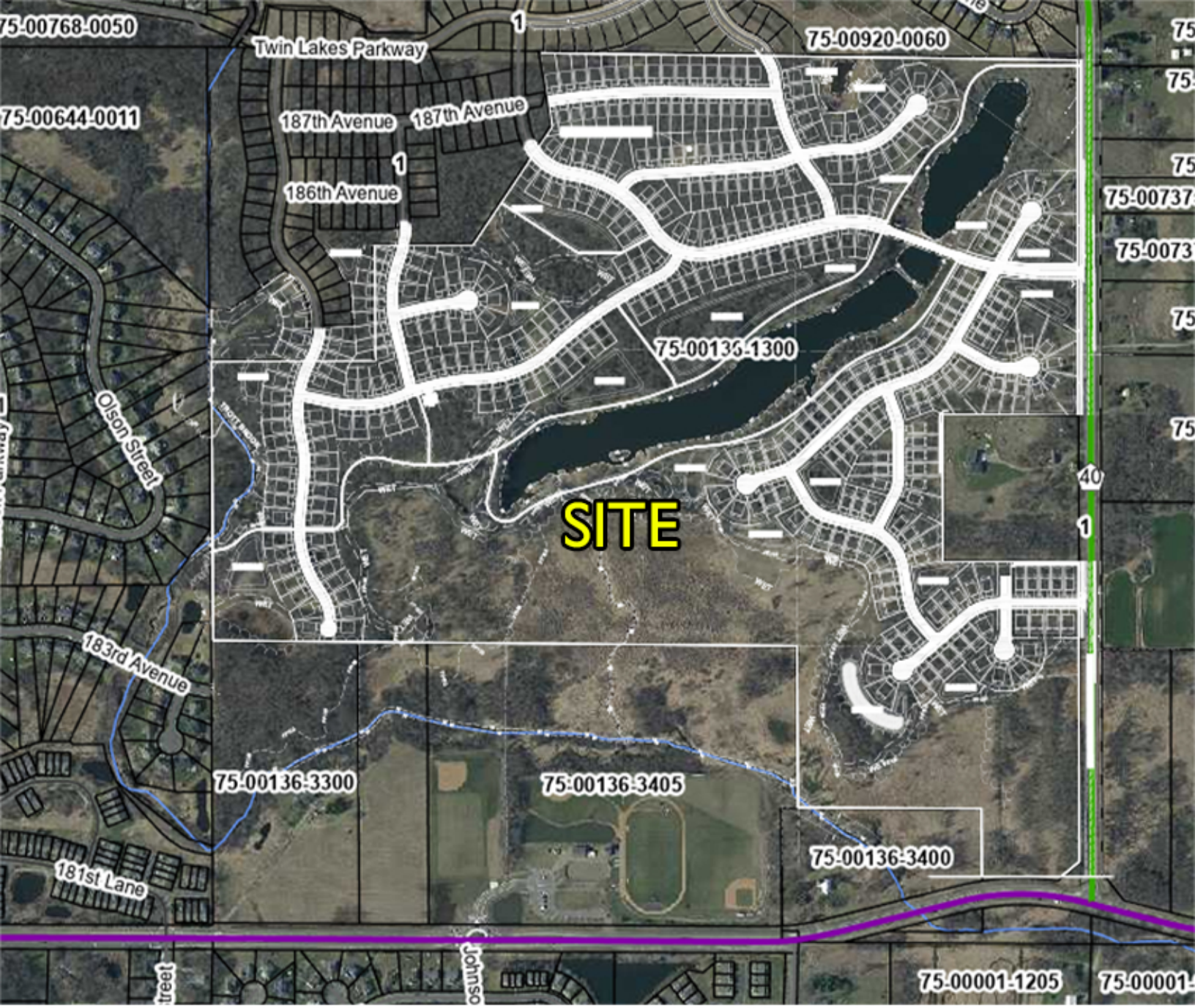
   The subdivision is not premature as the above conditions have been provided for.

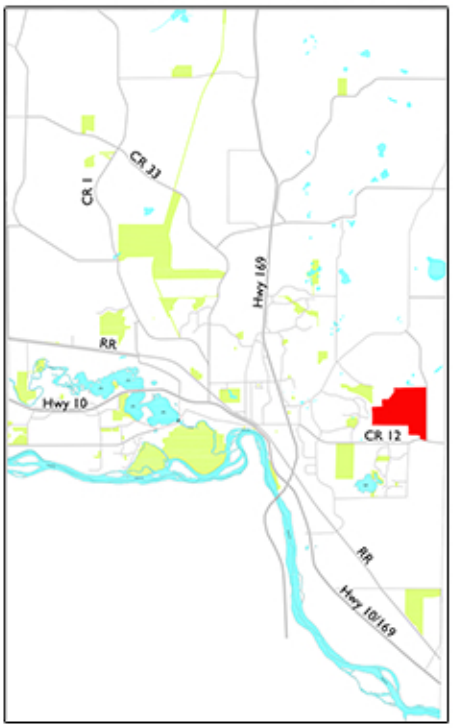
In reviewing the standards for approval of a Preliminary Plat, the proposed project meets the standards, and is recommended for approval with the outlined conditions.

Financial Impact
None

Mission/Policy/Goal
Meet changing needs - agile.
Opportunity to live, work, and play.
Support the growth and development of the community.

Attachments
1. Location Map
2. Bradford Park South Plans
3. Bradford Park - Park and Trail Exhibit
4. Ghost Plat of Adjacent Lot
5. Sherburne County Comments
6. Bradford Park PUD Ordinance





Project Location Map

Bradford Park South

Preliminary Plat

Case No: P 24-06

LENNAR HOMES
BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER, MINNESOTA — **PRELIMINARY PLAT** — **ISG PROJECT # 22-26553**

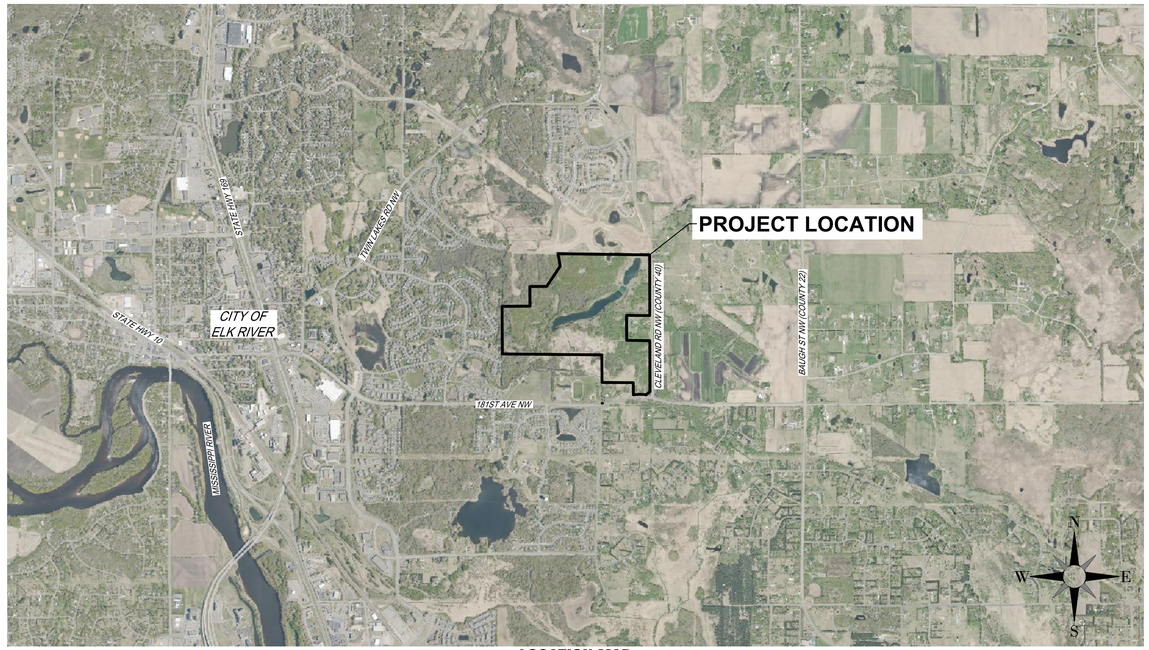
LEGEND

EXISTING

- CITY LIMITS
- SECTION LINE
- QUARTER SECTION LINE
- RIGHT OF WAY LINE
- PROPERTY / LOTLINE
- EASEMENT LINE
- ACCESS CONTROL
- WATER EDGE
- WETLAND BOUNDARY
- WETLAND / MARSH
- FENCE LINE
- CULVERT
- STORM SEWER
- SANITARY SEWER
- SANITARY SEWER FORCEMAIN
- WATER
- GAS
- OVERHEAD ELECTRIC
- UNDERGROUND ELECTRIC
- UNDERGROUND TELEPHONE
- UNDERGROUND TV
- OVERHEAD UTILITY
- UNDERGROUND UTILITY
- UNDERGROUND FIBER OPTIC
- CONTOUR (MAJOR)
- CONTOUR (MINOR)
- DECIDUOUS TREE
- CONIFEROUS TREE
- TREE LINE
- MANHOLE/STRUCTURE
- CATCH BASIN
- HYDRANT
- VALVE
- CURB STOP
- POWER POLE
- UTILITY PEDESTAL / CABINET

PROPOSED

- LOT LINE
- RIGHT OF WAY
- EASEMENT
- CULVERT
- STORM SEWER
- STORM SEWER (PIPE WIDTH)
- SANITARY SEWER
- SANITARY SEWER (PIPE WIDTH)
- WATER
- GAS
- OVERHEAD ELECTRIC
- UNDERGROUND ELECTRIC
- UNDERGROUND TV
- CONTOUR
- MANHOLE (STORM, SANITARY)
- CATCH BASIN
- HYDRANT
- VALVE



LOCATION MAP

SCALE IN FEET: 0 — 2000 — 4000

SHEET INDEX

1 TITLE SHEET
2 OVERALL SITE PLAN
3 SITE DETAILS
4 SITE DETAILS
5 SITE DETAILS
6 SITE DETAILS
7 STORMWATER POLLUTION PREVENTION PLAN (SWPPP)
8 STORMWATER POLLUTION PREVENTION PLAN (SWPPP)
9 STORMWATER POLLUTION PREVENTION PLAN (SWPPP)
10 SWPPP DETAILS
11 EXISTING SITE & REMOVALS PLAN
12 EXISTING SITE & REMOVALS PLAN
13 EXISTING SITE & REMOVALS PLAN
14 OVERALL PRELIMINARY PLAT
15 PRELIMINARY PLAT
16 PRELIMINARY PLAT
17 PRELIMINARY PLAT
18 SITE PLAN
19 SITE PLAN
20 SITE PLAN
21 UTILITY PLAN
22 UTILITY PLAN
23 UTILITY PLAN
24 GRADING PLAN
25 GRADING PLAN
26 GRADING PLAN
27 PLANTING PLAN
28 PLANTING PLAN
29 PLANTING PLAN
30 PLANTING DETAILS
31 PLANTING SCHEDULES
32 OVERALL WETLAND IMPACTS PLAN
33 DETAILED WETLAND IMPACTS PLAN
34 DETAILED WETLAND IMPACTS PLAN
35 DETAILED WETLAND IMPACTS PLAN

PROJECT GENERAL NOTES

1. ALL WORK SHALL CONFORM TO THE CONTRACT DOCUMENTS, WHICH INCLUDE, BUT ARE NOT LIMITED TO, THE OWNER - CONTRACTOR AGREEMENT, THE PROJECT MANUAL (WHICH INCLUDES GENERAL SUPPLEMENTARY CONDITIONS AND SPECIFICATIONS), DRAWINGS OF ALL DISCIPLINES AND ALL ADDENDA, MODIFICATIONS AND CLARIFICATIONS ISSUED BY THE ARCHITECT/ENGINEER.
2. CONTRACT DOCUMENTS SHALL BE ISSUED TO ALL SUBCONTRACTORS BY THE GENERAL CONTRACTOR IN COMPLETE SETS IN ORDER TO ACHIEVE THE FULL EXTENT AND COMPLETE COORDINATION OF ALL WORK.
3. WRITTEN DIMENSIONS TAKE PRECEDENCE OVER SCALED DIMENSIONS. NOTIFY ARCHITECT/ENGINEER OF ANY DISCREPANCIES OR CONDITIONS REQUIRING INFORMATION OR CLARIFICATION BEFORE PROCEEDING WITH THE WORK.
4. FIELD VERIFY ALL EXISTING CONDITIONS AND DIMENSIONS. NOTIFY ARCHITECT/ENGINEER OF ANY DISCREPANCIES OR CONDITIONS REQUIRING INFORMATION OR CLARIFICATION BEFORE PROCEEDING WITH THE WORK.
5. DETAILS SHOWN ARE INTENDED TO BE INDICATIVE OF THE PROFILES AND TYPE OF DETAILING REQUIRED THROUGHOUT THE WORK. DETAILS NOT SHOWN ARE SIMILAR IN CHARACTER TO DETAILS SHOWN. WHERE SPECIFIC DIMENSIONS, DETAILS OR DESIGN INTENT CANNOT BE DETERMINED, NOTIFY ARCHITECT/ENGINEER BEFORE PROCEEDING WITH THE WORK.
6. ALL MANUFACTURED ARTICLES, MATERIALS AND EQUIPMENT SHALL BE APPLIED, INSTALLED, CONNECTED, ERECTED, CLEANED AND CONDITIONED ACCORDING TO MANUFACTURERS' INSTRUCTIONS. IN CASE OF DISCREPANCIES BETWEEN MANUFACTURERS' INSTRUCTIONS AND THE CONTRACT DOCUMENTS, NOTIFY ARCHITECT/ENGINEER BEFORE PROCEEDING WITH THE WORK.
7. ALL DISSIMILAR METALS SHALL BE EFFECTIVELY ISOLATED FROM EACH OTHER TO AVOID GALVANIC CORROSION.
8. THE LOCATION AND TYPE OF ALL INPLACE UTILITIES SHOWN ON THE PLANS ARE FOR GENERAL INFORMATION ONLY AND ARE ACCURATE AND COMPLETE TO THE BEST OF THE KNOWLEDGE OF I & S GROUP, INC. (ISG). NO WARRANTY OR GUARANTEE IS IMPLIED. THE CONTRACTOR SHALL VERIFY THE SIZES, LOCATIONS AND ELEVATIONS OF ALL INPLACE UTILITIES PRIOR TO CONSTRUCTION. CONTRACTOR SHALL IMMEDIATELY NOTIFY ENGINEER OF ANY DISCREPANCIES OR VARIATIONS FROM PLAN.
9. THE CONTRACTOR IS TO CONTACT "GOPHER STATE ONE CALL" FOR UTILITY LOCATIONS, MINIMUM 2 BUSINESS DAYS PRIOR TO ANY EXCAVATION / CONSTRUCTION (1-800-252-1166).

ABBREVIATIONS:

AC	ACRE	CMP	CORRUGATED METAL PIPE	FDC	FIRE DEPARTMENT CONNECTION	HORIZ	HORIZONTAL	LSO	LOWEST STRUCTURAL OPENING	PP	POLYPROPYLENE	SY	SQUARE YARD
ADA	AMERICANS WITH DISABILITIES ACT	CO	CLEANOUT	FDN	FOUNDATION	HR	HOUR	MAX	MAXIMUM	PSI	POUNDS PER SQUARE INCH	T/C	TOP OF CURB
ADD	ADDENDUM	CONC	CONCRETE	FFE	FINISHED FLOOR ELEVATION	HWL	HIGH WATER LEVEL	MB	MAIL BOX	PVC	POLYVINYL CHLORIDE	TEL	TELEPHONE
AFF	ABOVE FINISHED FLOOR	CONST	CONSTRUCTION	FPM	FEET PER MINUTE	HWY	HIGHWAY	MECH	MECHANICAL	PVMT	PAVEMENT	TEMP	TEMPORARY
AGG	AGGREGATE	CONT	CONTINUOUS	FPS	FEET PER SECOND	HYD	HYDRANT	MH	MANHOLE	QTY	QUANTITY	THRU	THROUGH
APPROX	APPROXIMATE	CY	CUBIC YARD	FT	FOOT, FEET	I	INVERT	MIN	MINIMUM	RAD	RADIUS	TNFH	TOP NUT OF FIRE HYDRANT
ARCH	ARCHITECT, ARCHITECTURAL	C&G	CURB AND GUTTER	FTG	FOOTING	ID	INSIDE DIAMETER	MISC	MISCELLANEOUS	RCP	REINFORCED CONCRETE PIPE	TRANS	TRANSFORMER
BFE	BASEMENT FLOOR ELEVATION	DEMO	DEMOLITION	GA	GAUGE	IN	INCH	NO	NUMBER	RD	ROOF DRAIN	TV	TELEVISION
BIT	BITUMINOUS	DIA	DIAMETER	GAL	GALLON	INV	INVERT	NTS	NOT TO SCALE	REBAR	REINFORCING BAR	T/W	TOP OF WALL
CAD	COMPUTER-AIDED DESIGN	DIM	DIMENSION	GALV	GALVANIZED	IP	IRON PIPE	NWL	NORMAL WATER LEVEL	REM	REMOVE	TYP	TYPICAL
CB	CATCH BASIN	DS	DOWNSPOUT	GC	GENERAL CONTRACTOR	IPS	IRON PIPE SIZE	OC	ON CENTER	ROW	RIGHT OF WAY	UT	UTILITY, UNDERGROUND TELEPHONE
CFS	CUBIC FEET PER SECOND	EA	EACH	GFE	GARAGE FLOOR ELEVATION	J-BOX	JUNCTION BOX	OCEW	ON CENTER EACH WAY	R/W	RIGHT OF WAY		
CF	CUBIC FOOT	ELEC	ELECTRICAL	GL	GUTTER LINE	JT	JOINT	OH	OVERHEAD	SAN	SANITARY	VCP	VITRIFIED CLAY PIPE
CI	CAST IRON	ELEV	ELEVATION	GPM	GALLONS PER MINUTE	LF	LINEAR FEET	OHD	OVERHEAD DOOR	SCH	SCHEDULE	W/O	WITHOUT
CIP	CAST IRON PIPE	EOF	EMERGENCY OVERFLOW	GV	GATE VALVE	LFE	LOWEST FLOOR ELEVATION	OZ	OUNCE	SF	SQUARE FOOT	W/	WITH
CIPC	CAST IN PLACE CONCRETE	EQ	EQUAL	HDPE	HIGH DENSITY POLYETHYLENE	LIN	LINEAR	PED	PEDESTAL, PEDESTRIAN	SPEC	SPECIFICATION	YD	YARD
CJ	CONTROL JOINT	EX	EXISTING	HD	HEAVY DUTY	LPS	LOW PRESSURE STEAM	PERF	PERFORATED	SQ	SQUARE	YR	YEAR
CL	CENTERLINE	F/L	FLOW LINE	HH	HANDHOLE	LS	LUMP SUM	PL	PROPERTY LINE	STA	STATION		

PROJECT INDEX:

OWNER:

LENNAR HOMES
16305 36TH AVENUE NORTH
PLYMOUTH, MN 554466

PROJECT ADDRESS / LOCATION:

S36 T33N R26W

SHERBURNE COUNTY
ELK RIVER, MINNESOTA

MANAGING OFFICE:

BLOOMINGTON OFFICE
7900 INTERNATIONAL DRIVE
SUITE 550
MINNEAPOLIS, MN 55425
PHONE: 952.426.0699

PROJECT MANAGER: JERREMY FOSS
EMAIL: JERREMY.FOSS@ISGINC.COM

SPECIFICATIONS REFERENCE

ALL CONSTRUCTION SHALL COMPLY WITH THE CITY OF ELK RIVER REQUIREMENTS AND MnDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION, 2020 EDITION, AND THE STANDARD SPECIFICATIONS FOR SANITARY SEWER, STORM DRAIN AND WATERMAIN AS PROPOSED BY THE CITY ENGINEERS ASSOCIATION OF MINNESOTA 2018, UNLESS DIRECTED OTHERWISE.

PROJECT DATUM

HORIZONTAL COORDINATES HAVE BEEN REFERENCED TO THE NORTH AMERICAN DATUM OF 1983 (NAD83), 1996 ADJUSTMENT (NAD83(1996)) ON THE SHERBURNE COUNTY COORDINATE SYSTEM, IN U.S. SURVEY FEET.
ELEVATIONS HAVE BEEN REFERENCED TO THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88).
RTK GPS METHODS WERE USED TO ESTABLISH HORIZONTAL AND VERTICAL COORDINATES FOR THIS PROJECT.

B.M. ELEVATION=950.10
TNFH SW QUADRANT AT THE INTERSECTION OF TWIN LAKES PKWY AND 188TH AVE NW

TOPOGRAPHIC SURVEY

THIS PROJECT'S TOPOGRAPHIC SURVEY CONSISTS OF DATA COLLECTED IN MARCH 2022 BY ISG.

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DATE XXXX-XX-XX LIC. NO. XXXXX

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 1 TITLE (PPLAT-SE)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	TJW, JDF
ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

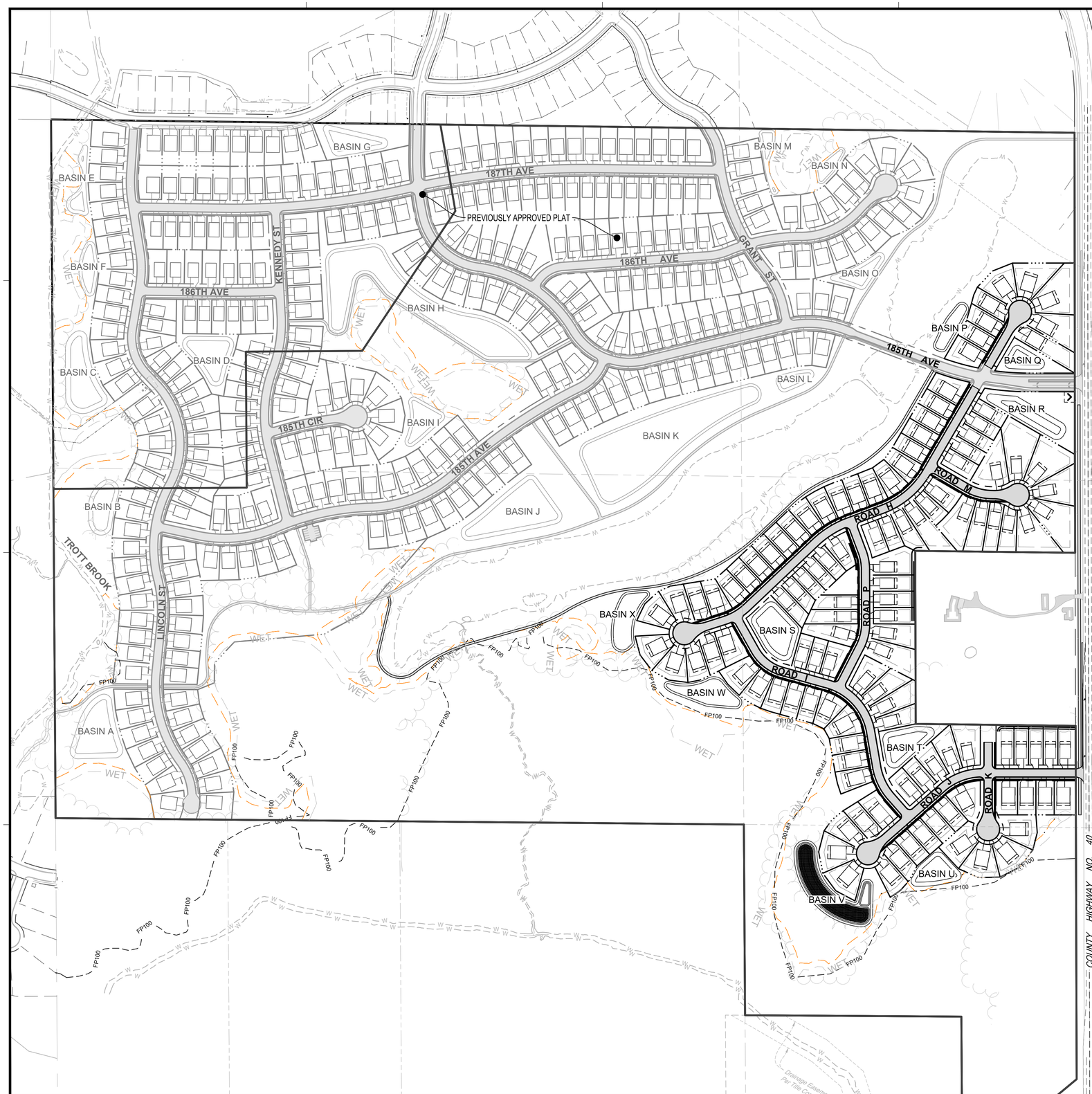
TITLE

TITLE SHEET

SHEET **1** OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION



SITE DATA

ZONING:	PUD-PLANNED UNIT DEVELOPMENT
2040 LAND USE:	LOW DENSITY RESIDENTIAL
GROSS AREA:	11,008,851 SQ. FT / 252.73 AC
GROSS SITE DENSITY:	433 / 252.73 = 1.71 DUA
WETLAND AREA:	2,297,122 SQ. FT / 52.73 AC.
WETLAND IMPACTS:	117,327 SQ. FT / 2.69 AC
NET WETLAND AREA:	2,179,795 SQ. FT / 50.04 AC
***NET AREA:**	8,711,729 SQ. FT / 200.00 AC.
NET SITE DENSITY:	433 / 200.00 = 2.17 DUA
PROPOSED ROW:	1,195,110 SQ. FT / 27.44 AC.
ROAD EASEMENT:	0 SQ. FT / 0 AC.
OUTLOT AREA:	5,634,745 SQ. FT / 129.36 AC.
****LOTS AREA:**	4,178,996 SQ. FT / 95.94 AC.
IMPERVIOUS %	22.0% COVERAGE
TRAILS:	9,845 LF

***NET AREA = GROSS AREA - WETLAND AREA**

****LOTS AREA = GROSS AREA - PROPOSED ROW - ROAD EASEMENT - OUTLOT AREA**

NOTE: DENSITY IN THE CALCULATIONS ABOVE IS INCLUDING THE ENTIRE SITE INCLUDING THE PREVIOUSLY APPROVED PLAT AREA.

DEVELOPMENT REGULATIONS (PUD)

SINGLE FAMILY LOTS	
FRONT SETBACK	25'-0"
SIDE SETBACK	7'-6"
REAR SETBACK	20'-0"
CORNER SETBACK	20'-0"

SITE SUMMARY

LOT TYPES	UNIT COUNT	TYPICAL LOT WIDTH	TYPICAL LOT DEPTH	TYPICAL LOT AREA
MIN. 55' SINGLE FAMILY LOTS	53	55'	130'	7,150 SF
MIN. 65' SINGLE FAMILY LOTS	66	65'	130'	8,450 SF
TOTAL UNITS	119			

NOTE: SITE SUMMARY TABLE ONLY REFLECT NEW PRELIMINARY PLAT AREA.

N

0 200 400

SCALE IN FEET

ISG

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 2 OVERALL (PPLAT-SE)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	TJW, JDF
ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

OVERALL SITE PLAN

SHEET

2

OF 35

PRELIMINARY NOT FOR CONSTRUCTION

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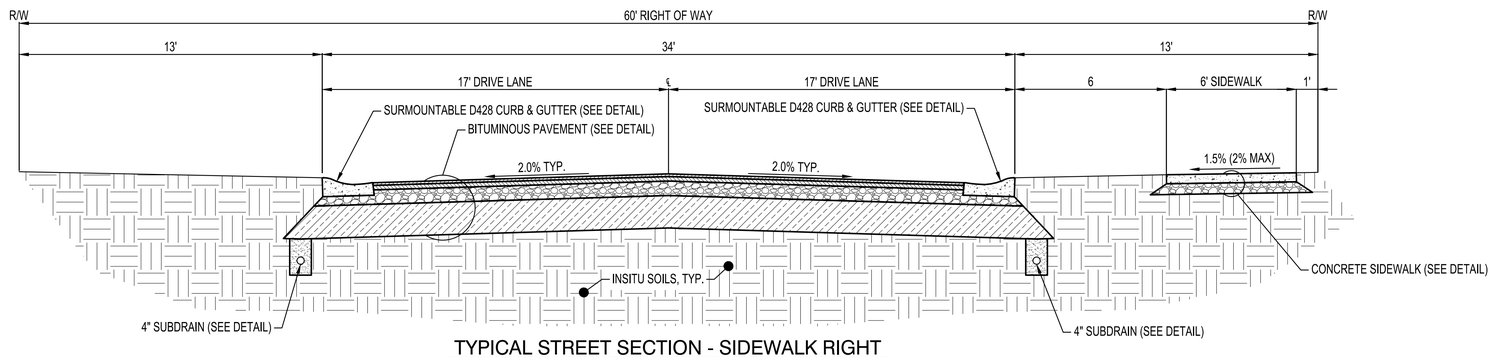
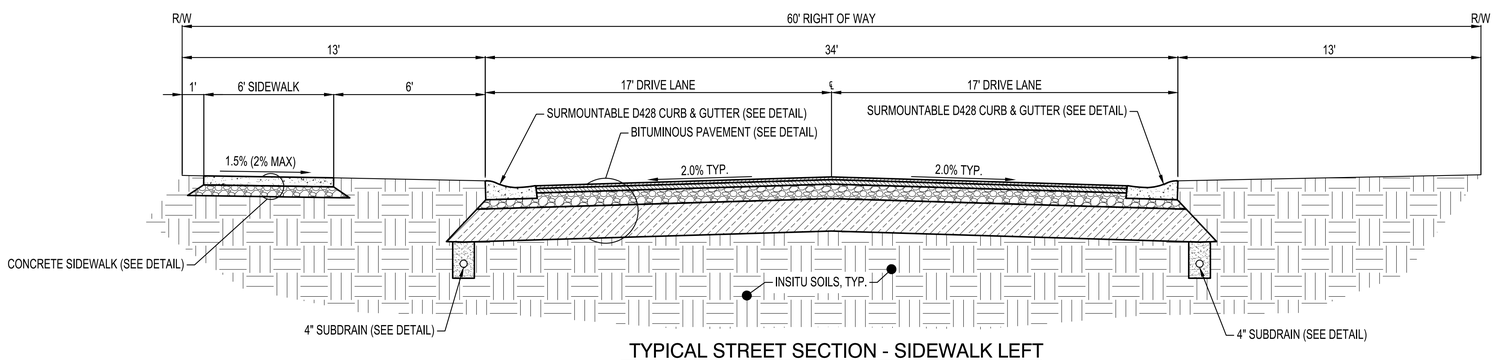


TYPICAL STREET SECTION - SIDEWALK RIGHT

NTS



TYPICAL STREET SECTION - SIDEWALK LEFT

NTS

ISG

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LENNAR HOMES

BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 3 DETAILS (PPLAT-SE)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	TJW, JDF
ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

SITE DETAILS

SHEET

3

OF 35

PRELIMINARY NOT FOR CONSTRUCTION

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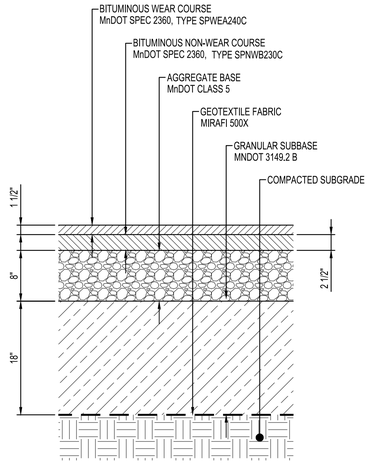
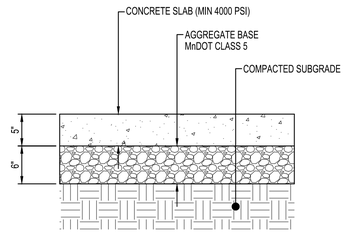


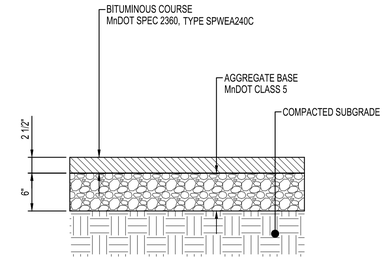
BITUMINOUS PAVEMENT

NTS ST117

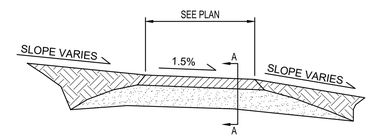


CONCRETE SIDEWALK

NTS ST165



SECTION A-A



TYPICAL TRAIL SECTION

NTS ST950

ISG

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 3 DETAILS (PPLAT-SE)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	TJW, JDF
ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

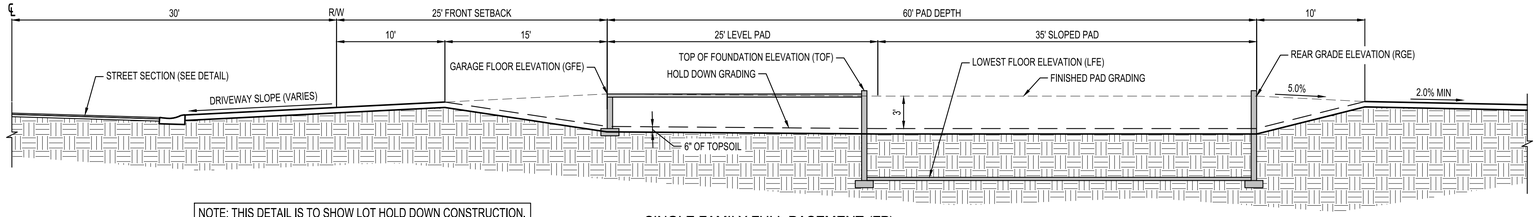
SITE DETAILS

SHEET

4 OF 35

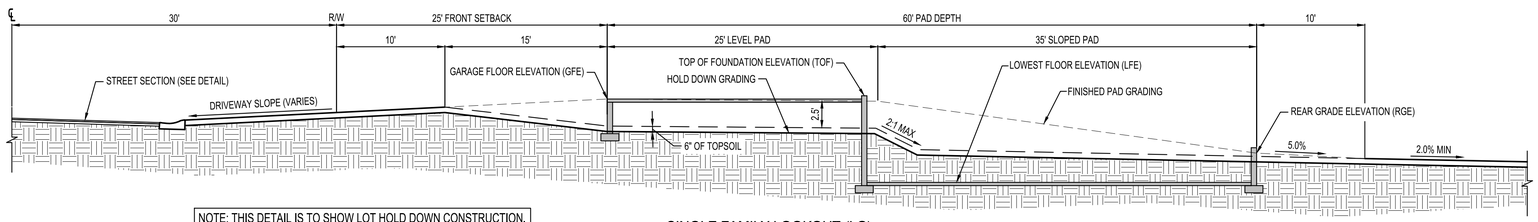
PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION



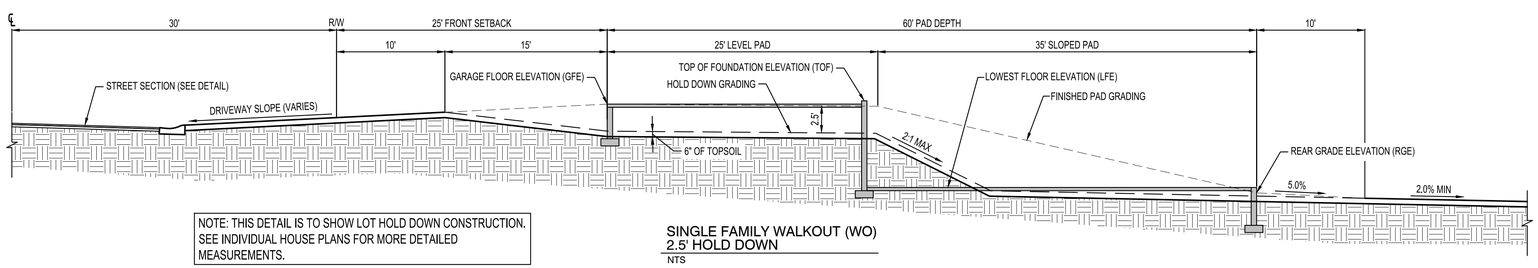
NOTE: THIS DETAIL IS TO SHOW LOT HOLD DOWN CONSTRUCTION. SEE INDIVIDUAL HOUSE PLANS FOR MORE DETAILED MEASUREMENTS.

SINGLE FAMILY FULL BASEMENT (FB)
3.0' HOLD DOWN
NTS



NOTE: THIS DETAIL IS TO SHOW LOT HOLD DOWN CONSTRUCTION. SEE INDIVIDUAL HOUSE PLANS FOR MORE DETAILED MEASUREMENTS.

SINGLE FAMILY LOOKOUT (LO)
2.5' HOLD DOWN
NTS



NOTE: THIS DETAIL IS TO SHOW LOT HOLD DOWN CONSTRUCTION. SEE INDIVIDUAL HOUSE PLANS FOR MORE DETAILED MEASUREMENTS.

SINGLE FAMILY WALKOUT (WO)
2.5' HOLD DOWN
NTS

ISG

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 3 DETAILS (PPLAT-SE)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	TJW, JDF
ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

SITE DETAILS

SHEET

5 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

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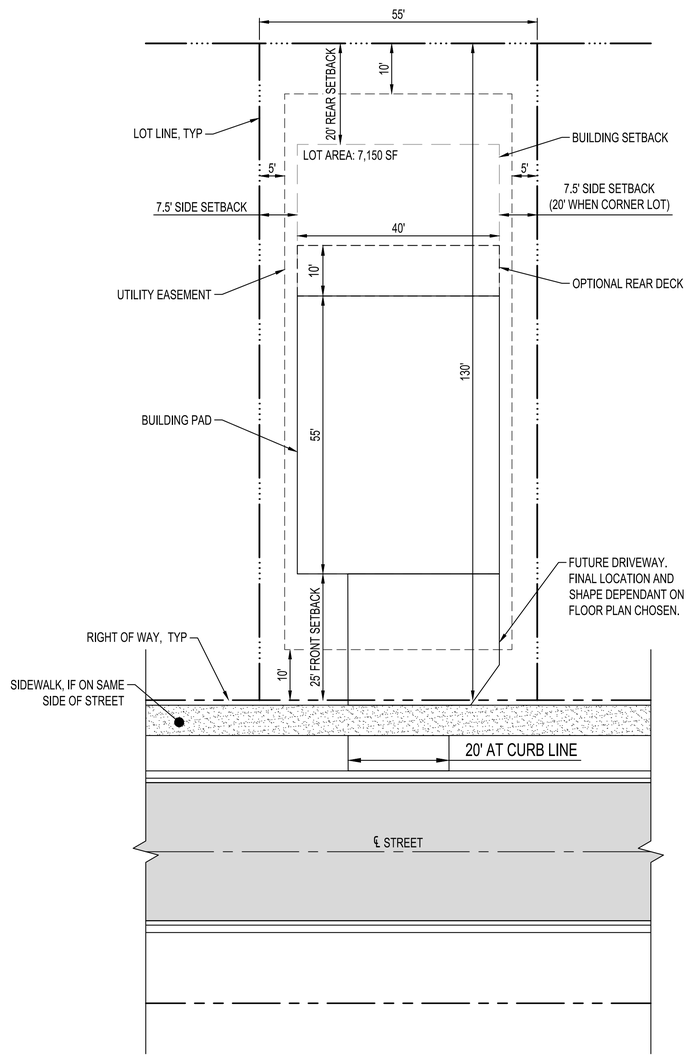
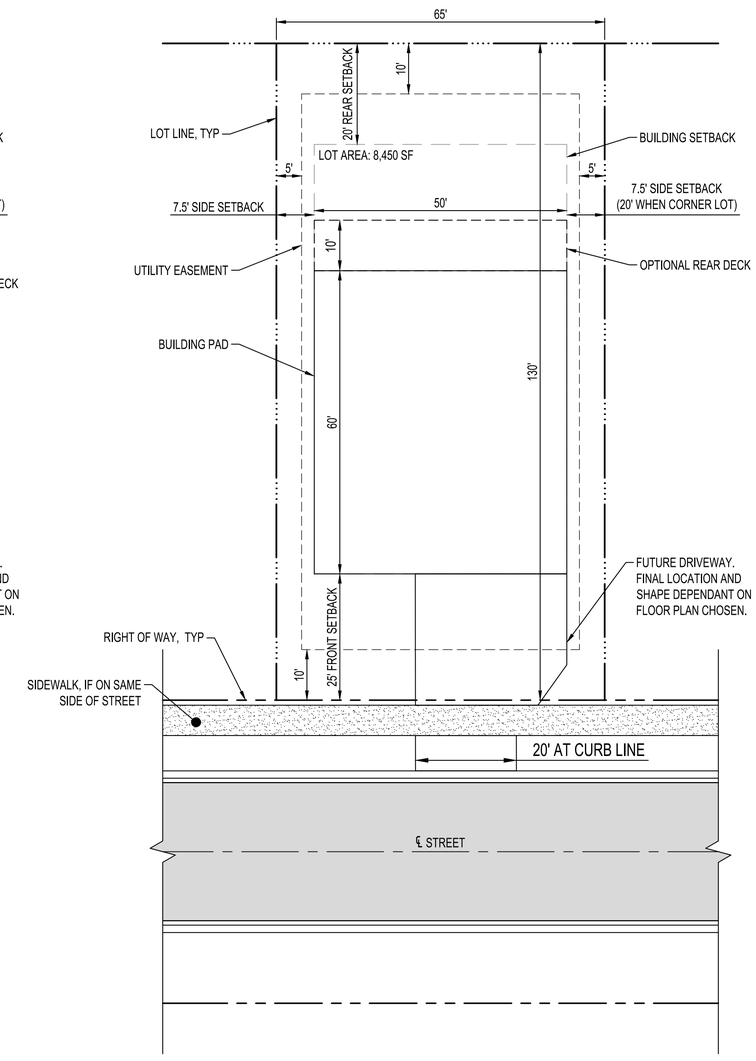


55' SINGLE FAMILY
TYPICAL LOT LAYOUT



65' SINGLE FAMILY
TYPICAL LOT LAYOUT

ISG

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TITLE

SITE DETAILS

SHEET

6 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION

EROSION CONTROL LEGEND

SYMBOL	DESCRIPTION
	RANDOM RIPRAP, CLASS III
SF	SILT FENCE, PREASSEMBLED
	STORM DRAIN INLET PROTECTION
	SEDIMENT CONTROL LOG
	ROCK CONSTRUCTION EXIT
	EROSION CONTROL BLANKET, CATEGORY 30
	TURF REINFORCEMENT MAT, CATEGORY 70
	CONCRETE WASHOUT AREA
	EXISTING DRAINAGE ARROW
	PROPOSED DRAINAGE ARROW
101	EXISTING CONTOUR (MINOR INTERVAL)
100	EXISTING CONTOUR (MAJOR INTERVAL)
101	PROPOSED CONTOUR (MINOR INTERVAL)
100	PROPOSED CONTOUR (MAJOR INTERVAL)

SEE SITE RESTORATION PLAN FOR FINAL TURF ESTABLISHMENT.

NOTE: EROSION CONTROL PLAN COVERAGE INCLUDES ELECTRIC, GAS, TELEPHONE, AND CABLE INSTALLATION. EACH COMPANY OR THEIR SUBCONTRACTOR IS RESPONSIBLE TO FOLLOW THE REQUIREMENTS OF THIS PLAN, INCLUDING PROVIDING THEIR OWN RESTORATION IF INSTALLATION OCCURS AFTER PRIMARY INSTALLATION OF SEEDING/SODDING/MULCHING DURING CONSTRUCTION OF EACH UTILITY.

N

0 60 120
SCALE IN FEET

ISG

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LENNAR HOMES

BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 4 SWPPP (PPLAT-SE)
DRAWN BY	TTK
DESIGNED BY	TTK
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ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

STORMWATER POLLUTION PREVENTION PLAN (SWPPP)

SHEET

7 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION

DOUBLE SILT FENCE ALONG WETLANDS AND EXISTING WATERBODIES

BASIN X
100 YR HWL = 904.66

BASIN S
100 YR HWL = 915.01

OUTLOT E

OUTLOT D

ROAD

ROAD L

SILT FENCE, TYP.

BASIN W
100 YR HWL = 904.08

FEMA 100 YR FLOODPLAIN, TYP.

EROSION CONTROL BLANKET, TYP.

INLET PROTECTION, TYP.

BASIN T
100 YR HWL = 915.00

OUTLOT F

PROPOSED CONTOUR, TYP.

EXISTING CONTOUR,TYP.

N

0 60 120
SCALE IN FEET

ISG

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TITLE

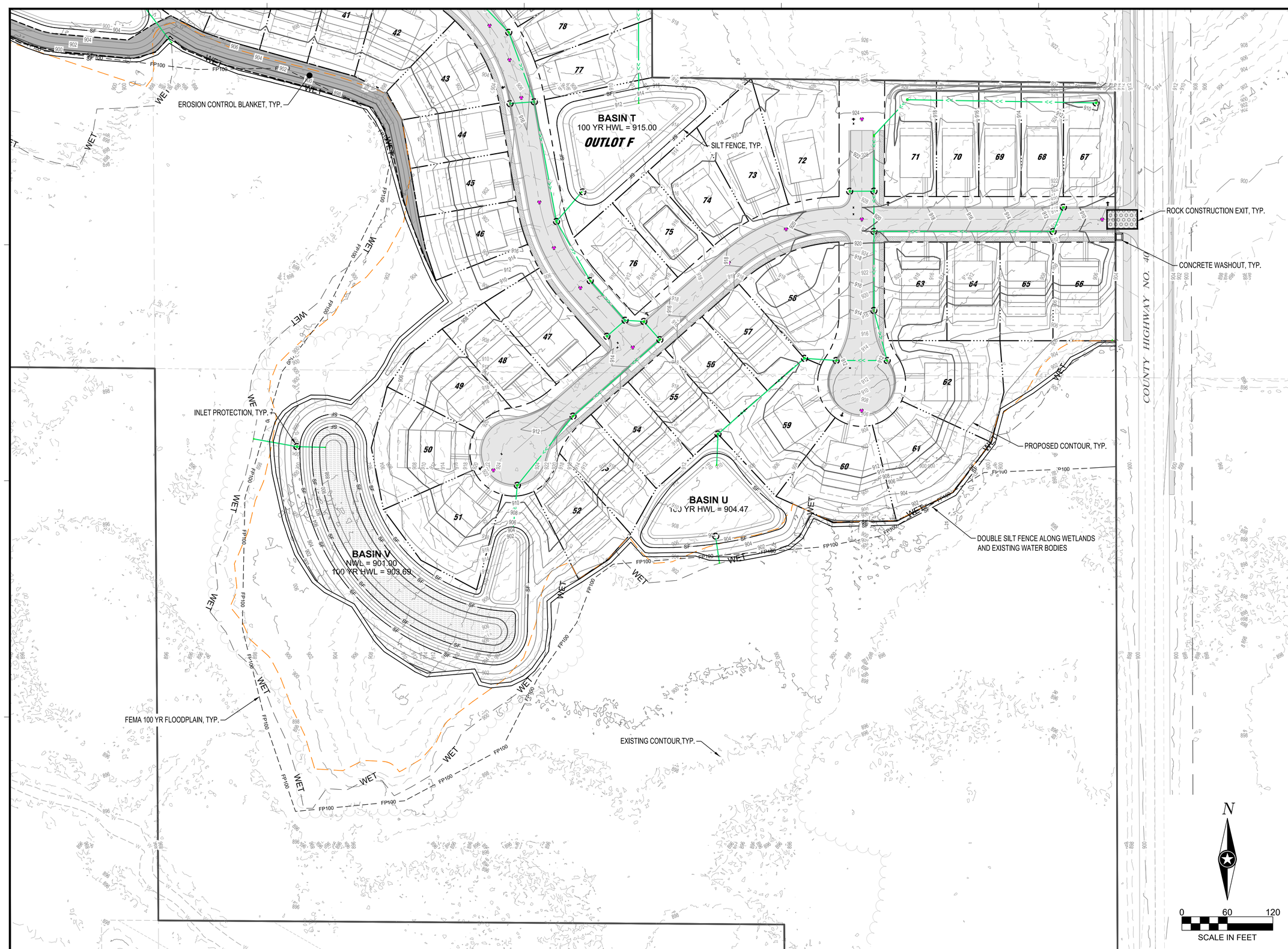
STORMWATER POLLUTION PREVENTION PLAN (SWPPP)

SHEET

8 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION



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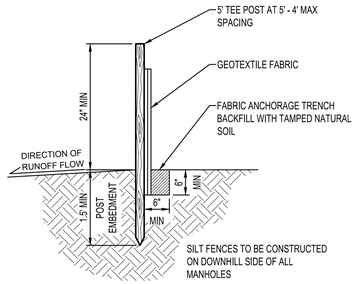
STORMWATER POLLUTION PREVENTION PLAN (SWPPP)

SHEET **9** OF 35

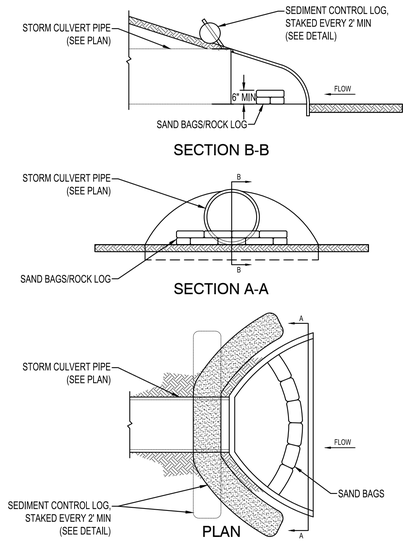
PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION



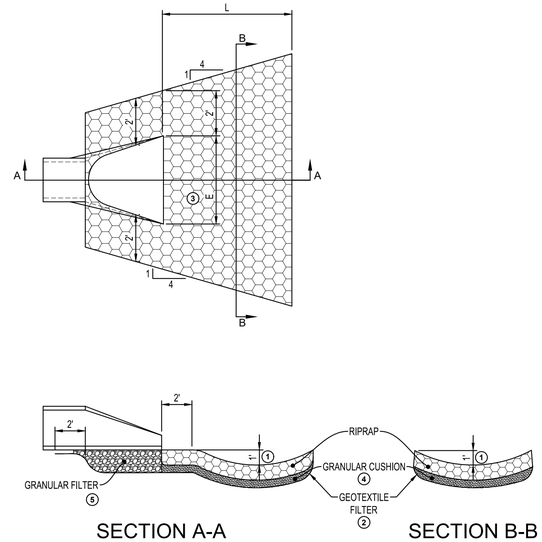
SILT FENCE

NTS EC100



CULVERT PIPE DITCH CHECK

NTS EC345



DIMENSIONS				
PIPE Ø (INCHES)	L (FEET)		PIPE Ø (INCHES)	L (FEET)
12	8		27	12
15	8		30	14
18	10		36	16
21	10		42	18
24	12		48	20

NOTES:

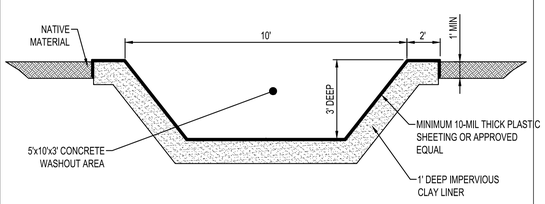
REQUIREMENTS FOR GEOTEXTILE TYPE, RIPRAP SIZE AND THICKNESS WILL BE DESIGNATED IN THE PLANS.

PIPE SIZES LARGER THAN THOSE SHOWN REQUIRE A SPECIAL DESIGN

1. FOR PIPES GREATER THAN OR EQUAL TO 30", USE 1.5'
2. GEOTEXTILE FILTER, MnDOT SPEC. 3733, SHALL COVER THE BOTTOM AND SIDES OF THE AREA EXCAVATED FOR THE RIPRAP, GRANULAR FILTER MATERIALS
3. DIMENSION "E" IS GIVEN ON MnDOT STANDARD PLATES 3100 AND 3110.
4. GRANULAR FILTER, MnDOT SPEC. 3601, MAY BE USED AS A CUSHIONLAYER. PLACE FILTER PER SPEC. 2511. THE CUSHION LAYER IS INCIDENTAL
5. GRANULAR FILTER OR RIPRAP, SPEC. 3601, TO EXTEND UNDER THE ENTIRE OPEN PORTION OF PIPE APRON. DEPTH OF MATERIAL UNDER APRON SHALL MATCH RIPRAP DEPTH. WHEN USING RIPRAP, INCREASE RIPRAP QUANTITY ACCORDINGLY AND PLACE A 3" LAYER OF 1.5" CRUSHED ROCK UNDER THE APRON TO AID IN GRADING FOR APRON PLACEMENT. CRUSHED ROCK IS INCIDENTAL.

RIPRAP AT RCP OUTLET

NTS EC400



NOTES:

CONTRACTOR SHALL INSTALL A SIGN INDICATING THE CONCRETE WASHOUT AREA.

CONTRACTOR SHALL MAINTAIN WASHOUT AREA TO REMOVE MATERIALS BEYOND 75% CAPACITY.

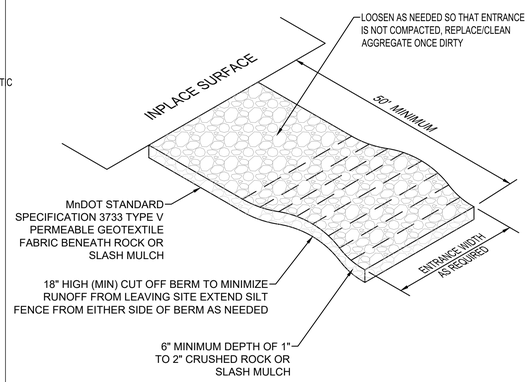
WASHOUT AREA SHALL NOT BE PLACED WITHIN 50' OF STORM DRAINS, OPEN DITCHES OR BODIES OF WATER.

CONTRACTOR SHALL INSPECT WASHOUT AREA AS NECESSARY TO PREVENT LEAKS AND OVER TOPPING.

WASHOUT AREA SHALL BE REMOVED AFTER CONSTRUCTION IS COMPLETE.

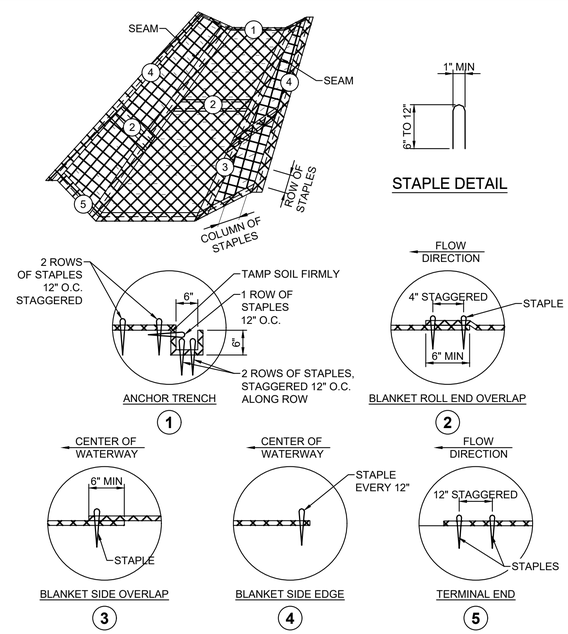
CONCRETE WASHOUT

NTS EC500



STABILIZED CONSTRUCTION EXIT

NTS EC600



NOTES:

INSTALL EROSION CONTROL BLANKET (ECB) OVER WATERWAYS AS SHOWN IN THE STORM WATER POLLUTION PREVENTION PLAN.

THE ECB SHALL CONFORM TO MnDOT STANDARD SPECIFICATIONS SECTION 3885.

PREPARE SOIL PRIOR TO INSTALLING ECB, INCLUDING SEEDING AND FERTILIZING.

THE ECB SHALL BE PLACED IN FIRM CONTACT WITH THE SOIL AND NOT BE ALLOWED TO BRIDGE OVER SURFACE IRREGULARITIES. THE MAT SHALL NOT BE STRETCHED.

START LAYING THE MATS BY ROLLING CENTER MAT IN THE DIRECTION OF FLOW, CENTERED ON THE CENTERLINE OF WATERWAY. THERE SHALL NOT BE AN OVERLAP OF MATS AT THE CENTER OF THE WATERWAY.

THE ECB SHALL BE ANCHORED, OVERLAPPED, AND STAPLED ACCORDING TO MANUFACTURER'S INSTRUCTIONS. IF NO MANUFACTURER'S INSTRUCTIONS ARE AVAILABLE, INSTALL THE MAT AS FOLLOWS.

STAPLES SHALL BE "U" SHAPED, 0.12" DIAMETER WIRE OR GREATER (#11 GAUGE). (SEE STAPLE DETAIL FOR DIMENSIONS)

1. BURY UPSTREAM END OF MAT IN A TRENCH 6" WIDE BY 6" DEEP AND STAPLED IN STAGGERED ROWS ACROSS THE WIDTH AS SHOWN IN DETAIL 1.

C. FOR JOINING ENDS OF ROLLS, OVERLAP END OF UP SLOPE MAT A MINIMUM OF 6"

2. OVER DOWN SLOPE MAT (SHINGLE STYLE). USE A DOUBLE ROW OF STAGGERED STAPLES 4" APART, AS SHOWN IN DETAIL 2.

D. MATS ON SIDE SLOPES SHALL OVERLAP A MINIMUM OF 6" OVER THE MAT BELOW

3. (SHINGLE STYLE). STAPLE OVERLAP AT 12" INTERVALS. (SEE DETAIL 3)

E. THE OUTER EDGE ALONG SIDES OF THE MAT SHALL BE STAPLED EVERY 12".

4. (SEE DETAIL 4)

F. STAPLES ARE TO BE PLACED ALTERNATELY IN COLUMNS (IN THE DIRECTION OF THE WATERWAY) 2' APART AND IN ROWS (ACROSS THE WATERWAY) 3' APART THROUGHOUT THE AREA COVERED BY THE ECB.

5. G. DOWNSTREAM (TERMINAL) END OF BLANKET SHALL BE STAPLED WITH A DOUBLE ROW OF STAGGERED STAPLES 12" APART. (SEE DETAIL 5)

EROSION CONTROL BLANKET INSTALLATION

NTS EC700

ISG

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DATE XXXX-XX-XX LIC. NO. XXXXX

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 4.1 SWPPP (PPLAT-SE)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	TJW, JDF
ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

SWPPP DETAILS

SHEET

10 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION

REMOVAL LEGEND

SYMBOL	DESCRIPTION
	REMOVE BITUMINOUS PAVEMENT
	REMOVE CONCRETE WALK
	REMOVE AGGREGATE SURFACING
	CLEAR AND GRUB TREES AND UNDERBRUSH
	REMOVE DECIDUOUS TREE (CLEAR AND GRUB)
	REMOVE CONIFEROUS TREE (CLEAR AND GRUB)

CONTRACTOR SHALL VERIFY EXISTING PAVEMENT SECTION AND NOTIFY ENGINEER OF ANY DISCREPANCIES.

PAVEMENT REMOVALS SHALL INCLUDE FULL DEPTH SAWCUT AND SECTION REMOVAL.

ISG

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ELK RIVER MINNESOTA

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PROJECT NO.	22-26553
FILE NAME	26553 - 5 EXIST (PPLAT-SE)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	TJW, JDF
ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

EXISTING SITE & REMOVALS PLAN

SHEET

11 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION

WATER EDGE, TYP.

TREE REMOVAL

FEMA 100 YR FLOODPLAIN, TYP.

WETLAND TO BE MITIGATED, TYP.

WETLAND TO REMAIN

WATER EDGE, TYP.

N

0 60 120

SCALE IN FEET

ISG

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ELK RIVER MINNESOTA

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CLIENT PROJECT NO.	-

TITLE

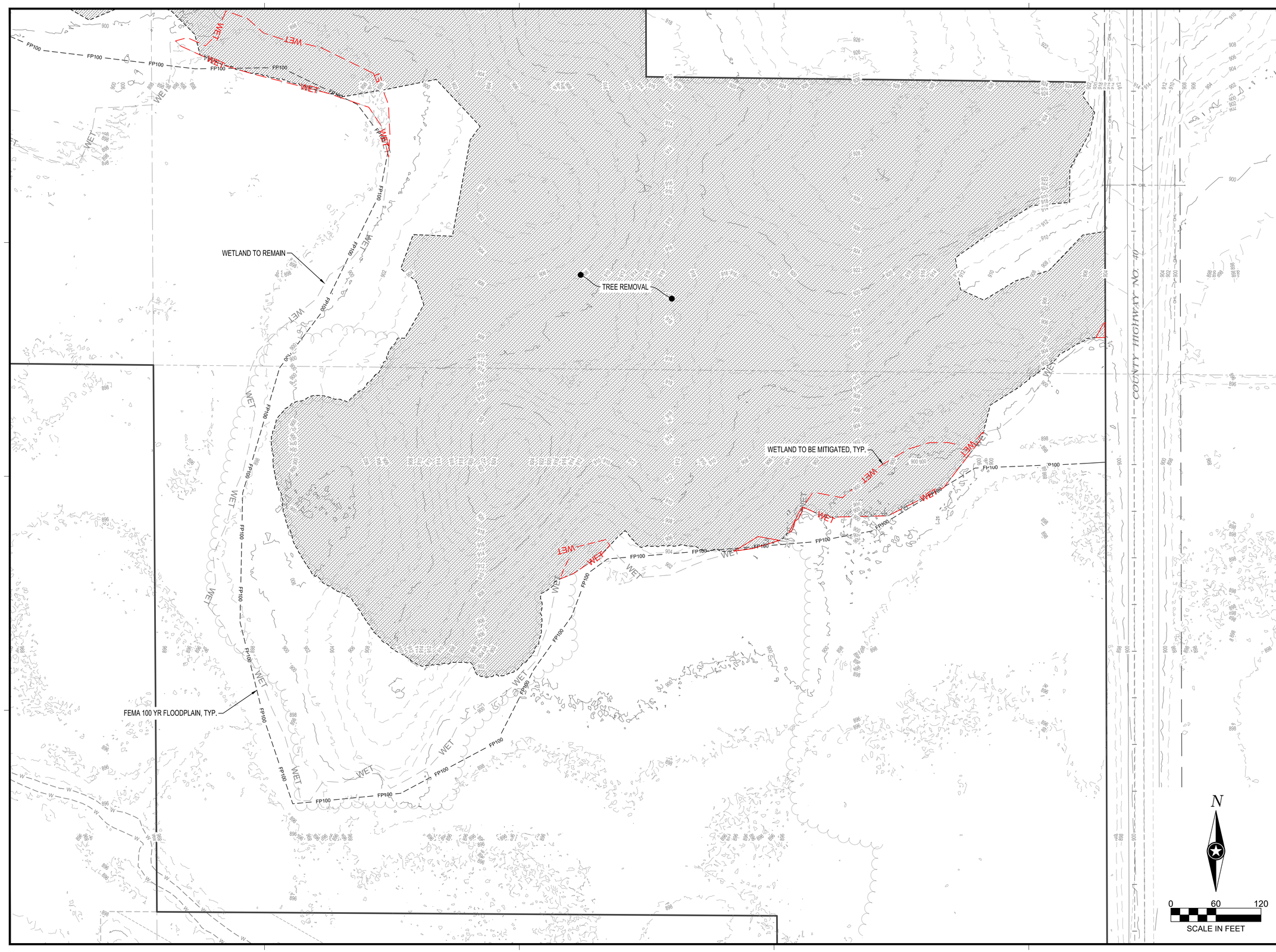
EXISTING SITE & REMOVALS PLAN

SHEET

12 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION



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ELK RIVER MINNESOTA

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DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
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DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	TJW, JDF
ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

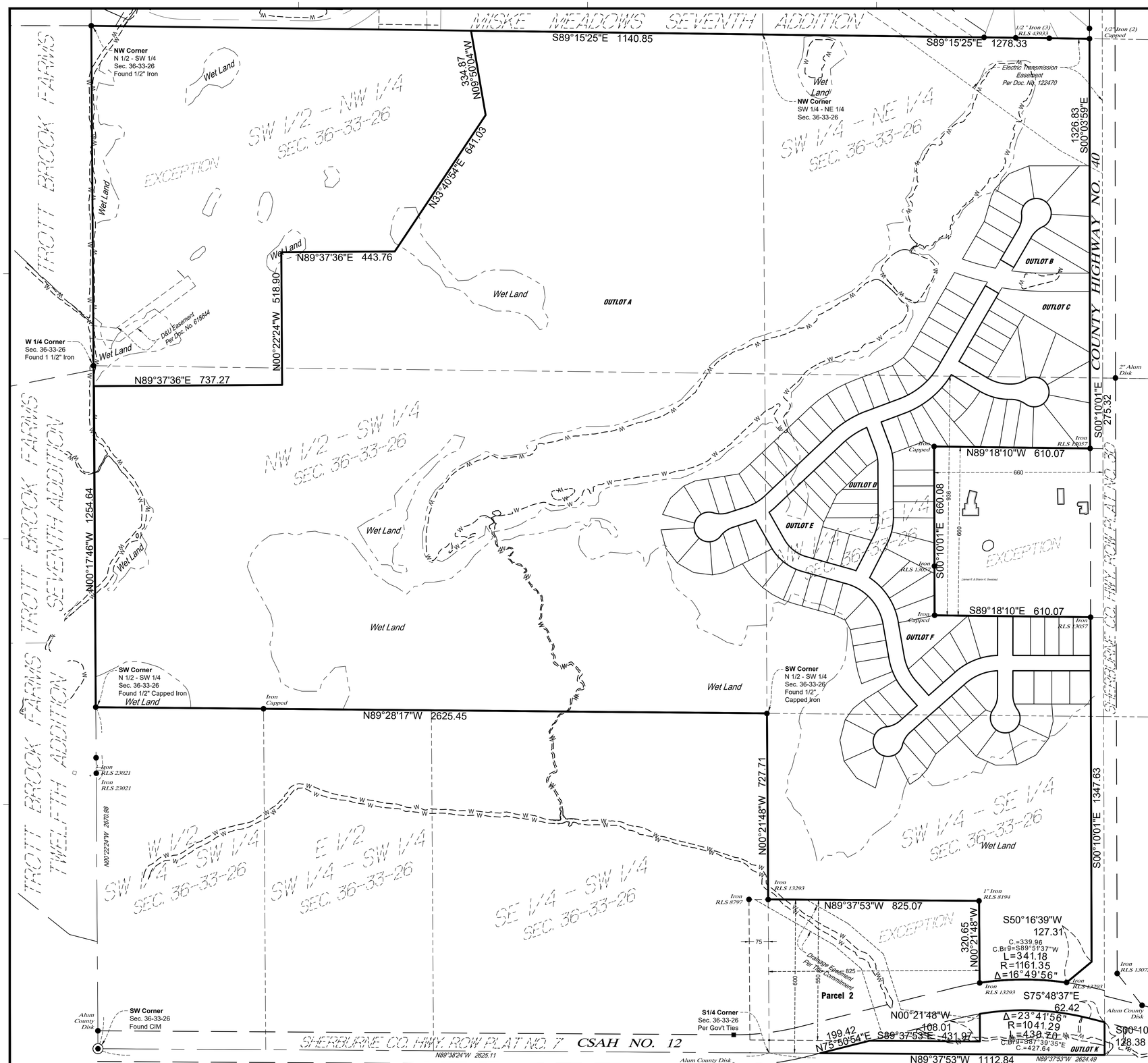
EXISTING SITE & REMOVALS PLAN

SHEET

13 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION



EXISTING LEGAL DESCRIPTION:
(Per Title Commitment 01040-24113)

The following property located in Section 36, Township 33, Range 26, Sherburne County, Minnesota:

The South Half of the Northwest Quarter; the Southwest Quarter of the Northeast Quarter; the North Half of the Southwest Quarter; the Southwest Quarter of the Southeast Quarter; the Northwest Quarter of the Southeast Quarter; and the Northwest Quarter of the Southeast Quarter; excepting from the forgoing description the following described Parcel 1 and Parcel 2.

Parcel 1: The East 660 feet of the South 660 feet of the North 936 feet of the Northwest Quarter of the Southeast Quarter of said Section 36.

Parcel 2: The West 825 feet of the North 550 feet of the South 600 feet of the Southwest Quarter of the Southeast Quarter; together with that part of the East 75 feet of the Southeast Quarter of the Southwest Quarter lying South of the Westerly extension of the North line of said South 600 feet of the Southwest Quarter of the Southeast Quarter; all being part of Section 36, Township 33, Range 26.

ALSO EXCEPT

All that part of the South Half of the Northwest Quarter and that part of the North Half of the Southwest Quarter, all in Section 36, Township 33 North, Range 26 West, Sherburne County, Minnesota, described as follows:

Beginning at the West Quarter corner of said Section 36; thence North 00 degrees 22 minutes 42 seconds West (assumed bearing) on the west line of said Northwest Quarter, 1329.37 feet to the northwest corner of the South Half of the Northwest Quarter of said Section 36; thence South 89 degrees 15 minutes 25 seconds East on the north line of said South Half of the Northwest Quarter, 1485.35 feet; thence South 09 degrees 50 minutes 04 seconds East, 334.87 feet; thence South 33 degrees 40 minutes 54 seconds West, 641.03 feet; thence South 89 degrees 37 minutes 36 seconds West, 443.76 feet; thence South 00 degrees 22 minutes 24 seconds East, 518.90 feet; thence South 89 degrees 37 minutes 36 seconds West, 737.27 feet to a point on the west line of the Southwest Quarter of said Section 36; thence North 00 degrees 22 minutes 24 seconds West on said west line, 79.88 feet to the point of beginning.

OWNERS / DEVELOPERS:
U.S. Home, LLC
16305 36th Ave. North, Suite 600
Plymouth, MN 55446

SURVEYOR:
ISG
7900 International Drive Suite 550
Minneapolis, MN 55425
952-426-0699

EXISTING PROPERTY:
ZONED: R1D (Single Family Residential)

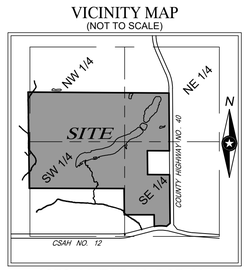
BENCHMARK:
Top nut fire hydrant located at the southwest quadrant of the intersection of Twin Lakes Parkway and 188th Avenue NW.
Elev=950.10 (NAVD88)

FLOOD ZONE:
The surveyed premises shown on this survey map is in Flood Zones: AE (Base Flood Elevations determined); Flood Zone X (areas of 0.2% chance flood; areas of 1% annual chance floodplain with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from annual 1% chance flood); and Zone X (areas determined to be outside the 0.2% annual chance floodplain), according to Flood Insurance Rate Map Community Panel No. 27141C0395F, published by the Federal Emergency Management Agency, effective date November 16, 2011.

LEGEND

- Iron Monument Found
- Water's Edge
- Delineated Wet Land Line

VICINITY MAP
(NOT TO SCALE)



SEC. 36, TWP. 33, RGE. 26
Sherburne County, Minnesota

N

0 200 400
SCALE IN FEET

ISG

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 PPLAT-SE
DRAWN BY	TK
DESIGNED BY	---
REVIEWED BY	KH/MS
ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

OVERALL PRELIMINARY PLAT

SHEET

14 OF 35

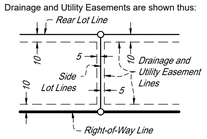
PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION

LEGEND

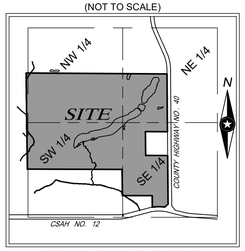
- Bituminous Surface
- Concrete Surface
- Gravel Surface
- Sanitary Sewer Line
- Storm Sewer Line
- Water Line
- Overhead Utility Line
- Water's Edge
- Wet Land Edge
- Iron Monument Found
- Light Pole
- Transformer
- Utility Pedestal
- Utility Pole/Guy Wire
- Hydrant
- Water Valve
- Manhole/Catch Basin
- Post
- Sign
- Treeline
- Fence

Drainage and Utility Easements are shown thus:



Being 5 feet in width and adjoining lot lines and being 10 feet in width and adjoining right - of - way lines and rear lot lines, unless otherwise indicated on the plat.

VICINITY MAP
(NOT TO SCALE)



SEC. 36, TWP. 33, RGE. 26
Sherburne County, Minnesota

SW 1/4 -- NE 1/4
SEC. 36-33-26

COUNTY HIGHWAY NO. 40

OUTLOT B

OUTLOT C

2" Alum Disk

Iron Capped

Iron RLS 13057

N

0 60 120
SCALE IN FEET

ISG

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LENNAR HOMES

BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 PPLAT-SE
DRAWN BY	TK
DESIGNED BY	---
REVIEWED BY	KH/MS
ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

PRELIMINARY PLAT

SHEET

15 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION

LEGEND

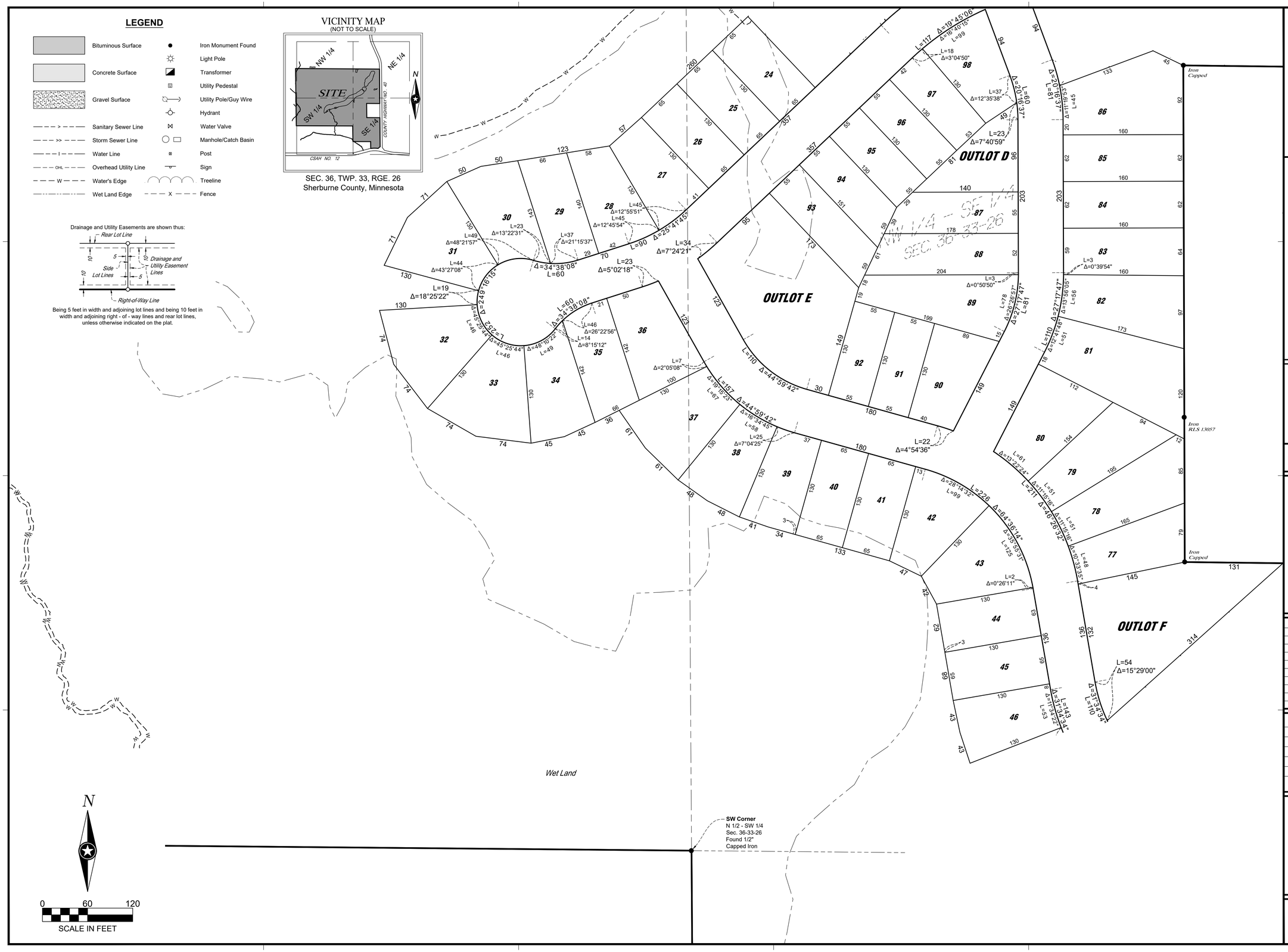
- Bituminous Surface
- Concrete Surface
- Gravel Surface
- Sanitary Sewer Line
- Storm Sewer Line
- Water Line
- Overhead Utility Line
- Water's Edge
- Wet Land Edge
- Iron Monument Found
- Light Pole
- Transformer
- Utility Pedestal
- Utility Pole/Guy Wire
- Hydrant
- Water Valve
- Manhole/Catch Basin
- Post
- Sign
- Treeline
- Fence

Drainage and Utility Easements are shown thus:

Being 5 feet in width and adjoining lot lines and being 10 feet in width and adjoining right - of - way lines and rear lot lines, unless otherwise indicated on the plat.

VICINITY MAP
(NOT TO SCALE)

SEC. 36, TWP. 33, RGE. 26
Sherburne County, Minnesota



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ELK RIVER MINNESOTA

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CLIENT PROJECT NO.	-

TITLE

PRELIMINARY PLAT

SHEET

16 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION

LEGEND

- Bituminous Surface
- Concrete Surface
- Gravel Surface
- Sanitary Sewer Line
- Storm Sewer Line
- Water Line
- Overhead Utility Line
- Water's Edge
- Wet Land Edge
- Iron Monument Found
- Light Pole
- Transformer
- Utility Pedestal
- Utility Pole/Guy Wire
- Hydrant
- Water Valve
- Manhole/Catch Basin
- Post
- Sign
- Treeline
- Fence

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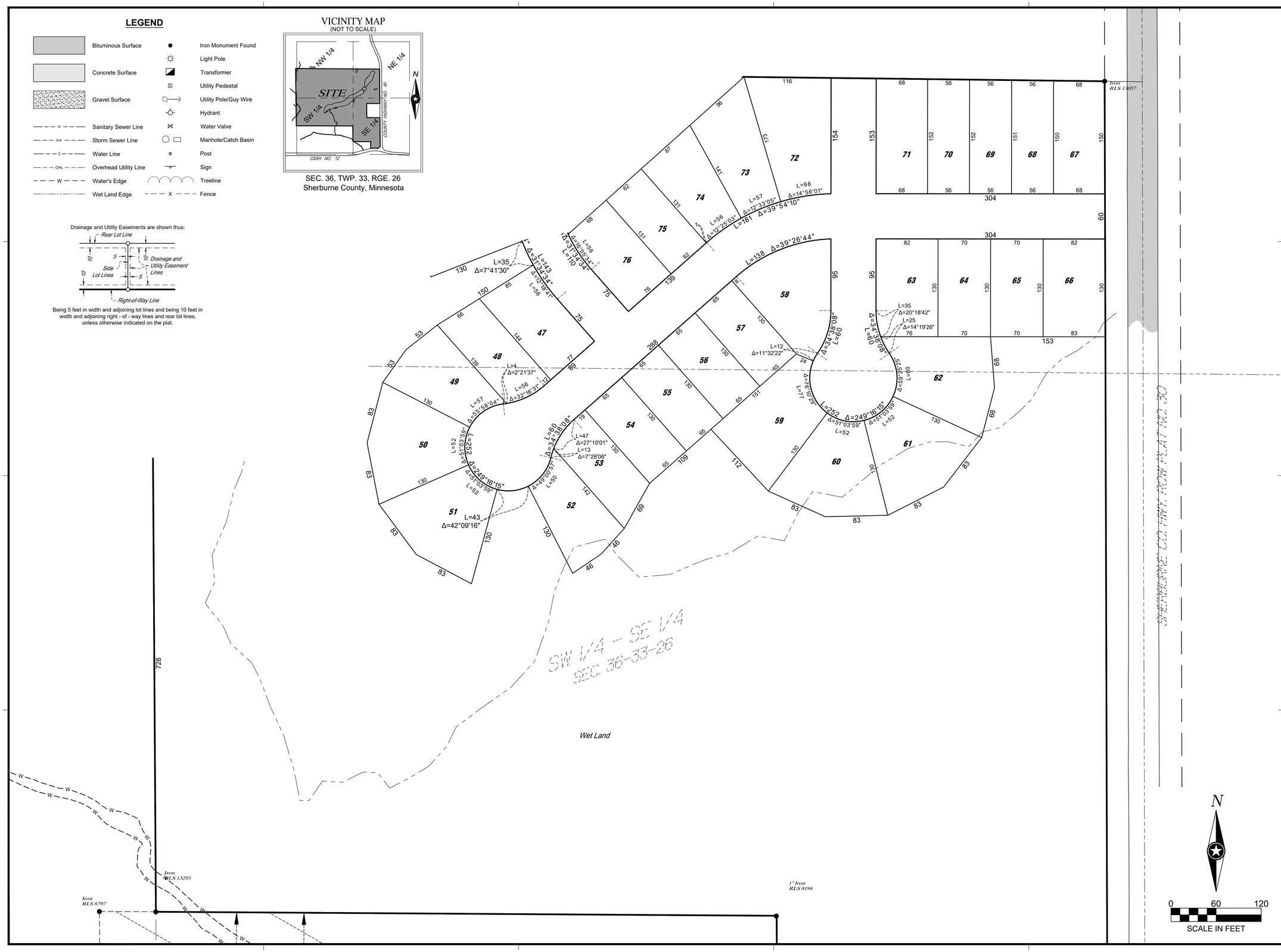
(NOT TO SCALE)

SEC. 36, TWP. 33, RGE. 26
Sherburne County, Minnesota



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ELK RIVER MINNESOTA

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CLIENT PROJECT NO.	-

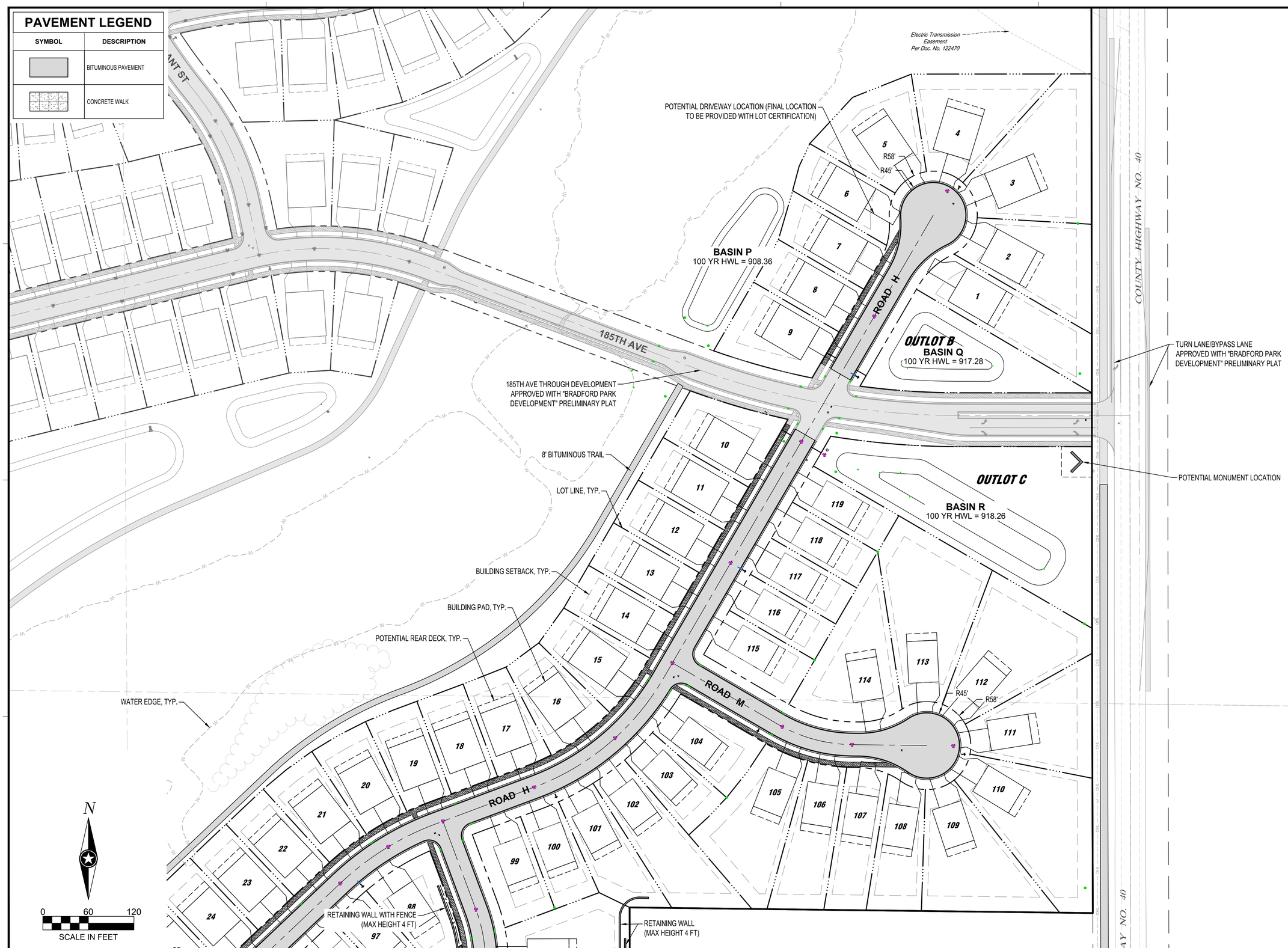
TITLE

PRELIMINARY PLAT

SHEET **17** OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION



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LENNAR HOMES

BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 6 PRO SITE (PPLAT-SE)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	TJW, JDF
ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

SITE PLAN

SHEET

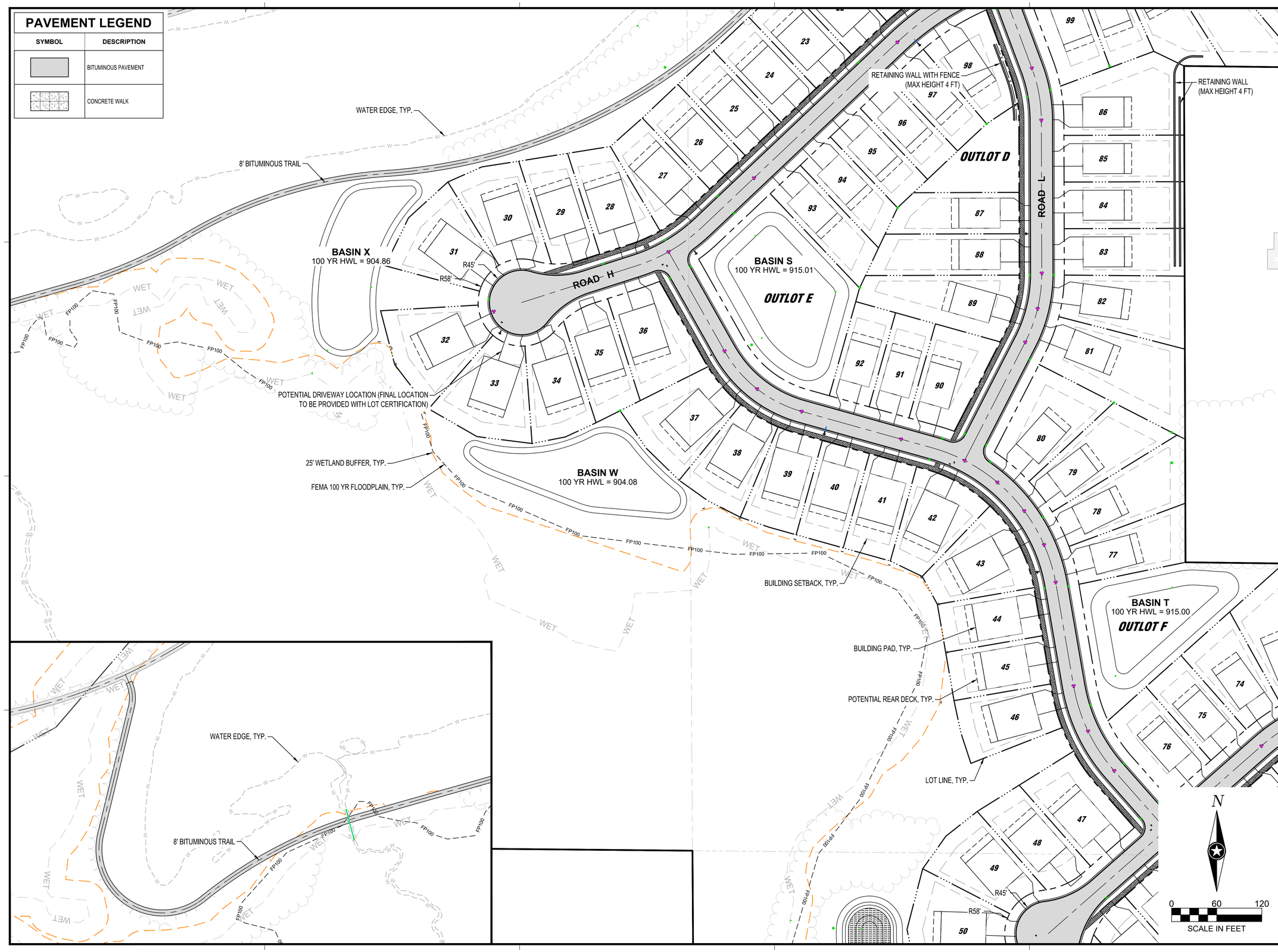
18 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION

PAVEMENT LEGEND

SYMBOL	DESCRIPTION
	BITUMINOUS PAVEMENT
	CONCRETE WALK



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DATE XXXX-XX-XX LIC. NO. XXXXX

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 6 PRO SITE (PPLAT-SE)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	TJW, JDF
ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

SITE PLAN

SHEET

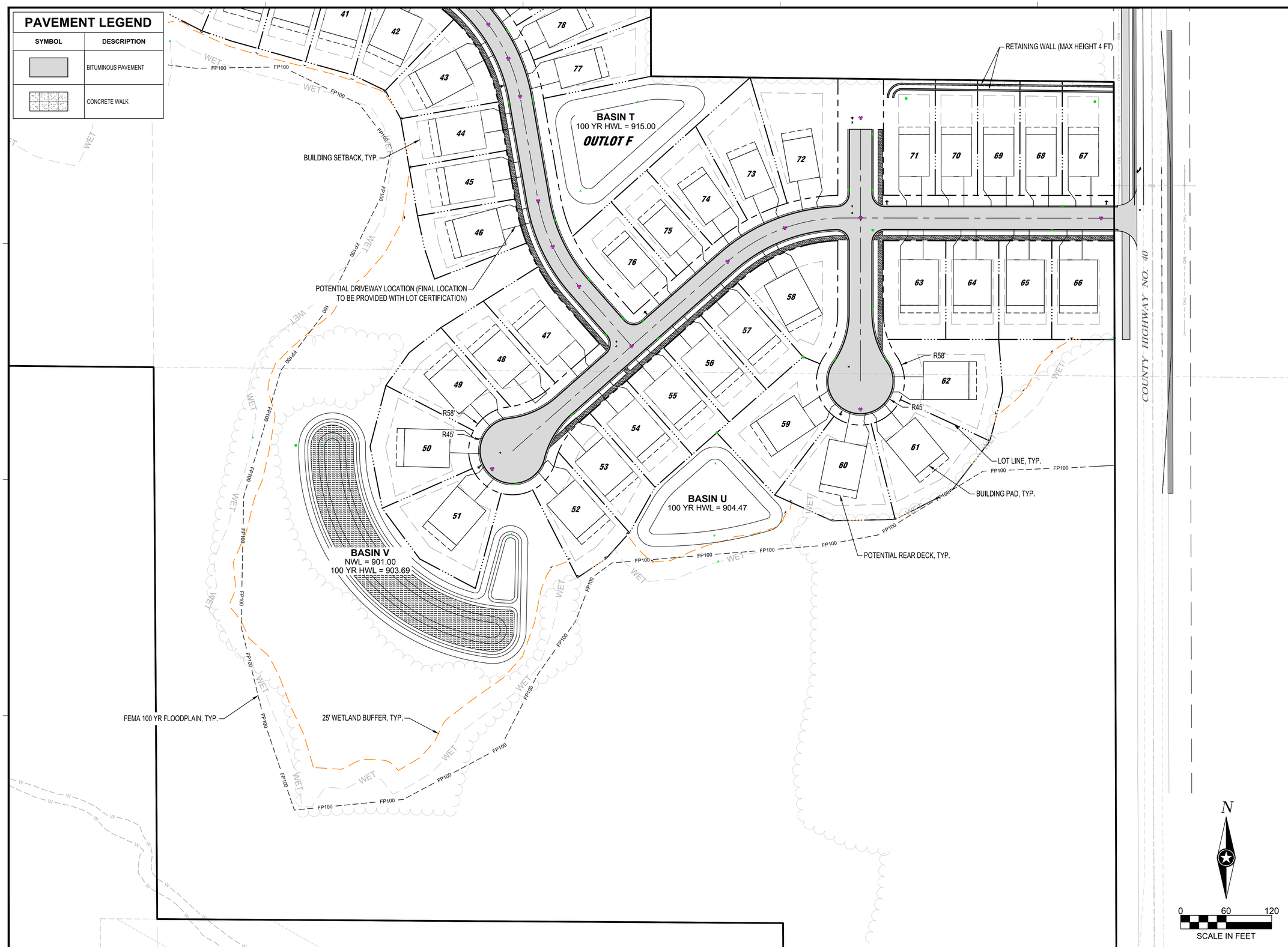
19 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION

PAVEMENT LEGEND

SYMBOL	DESCRIPTION
	BITUMINOUS PAVEMENT
	CONCRETE WALK



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BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

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DATE	DESCRIPTION	BY

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ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

SITE PLAN

SHEET

20 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

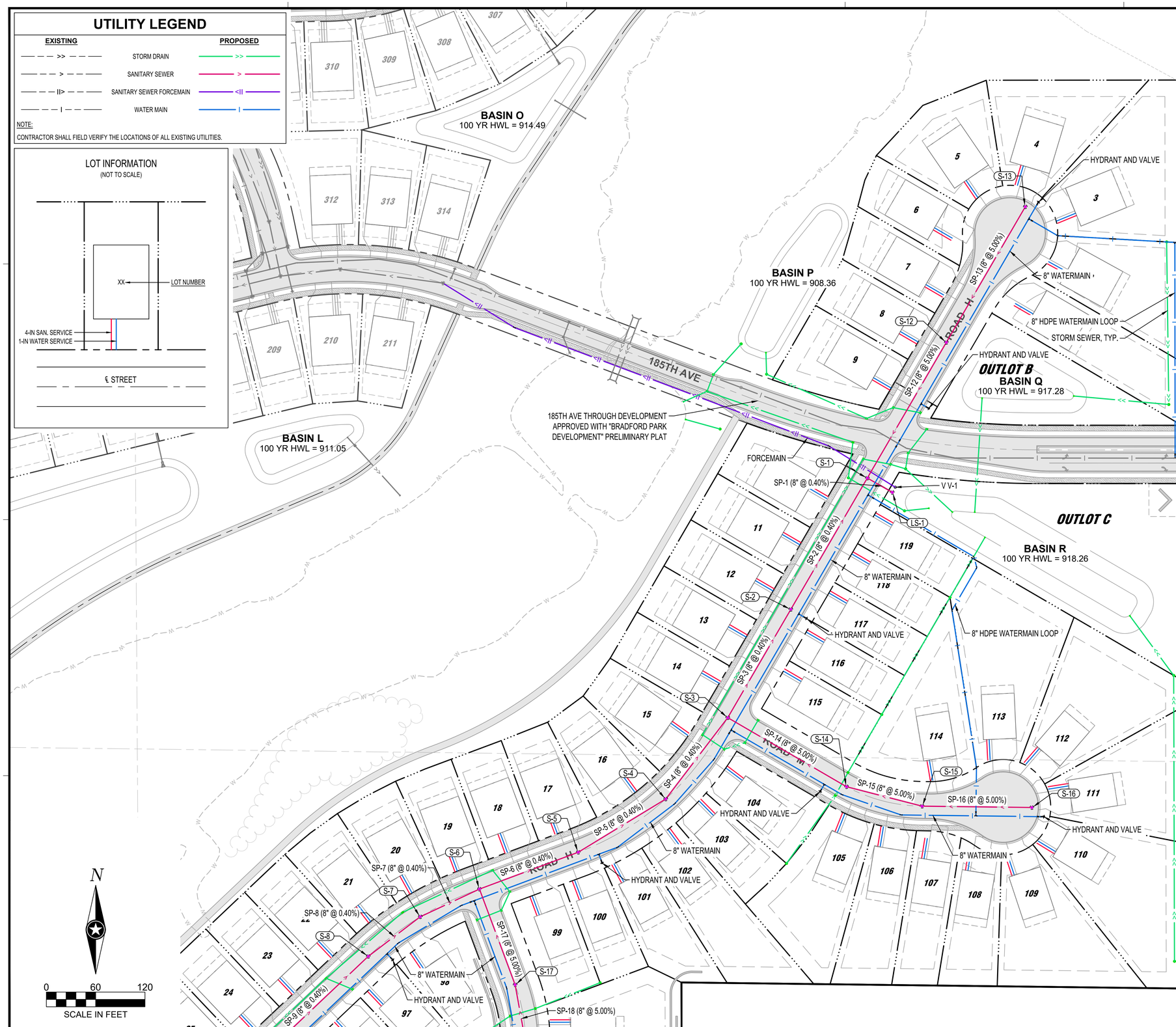
PRELIMINARY NOT FOR CONSTRUCTION

UTILITY LEGEND

EXISTING		PROPOSED
— — — >> — — —	STORM DRAIN	>>
— — — > — — —	SANITARY SEWER	>
— — — II> — — —	SANITARY SEWER FORCEMAIN	<II
— — — I — — —	WATER MAIN	I

NOTE:
CONTRACTOR SHALL FIELD VERIFY THE LOCATIONS OF ALL EXISTING UTILITIES.

LOT INFORMATION
(NOT TO SCALE)



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LENNAR HOMES

BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 7 UTILITY SAN-WTR (PPLAT-SE)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	TJW, JDF
ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

UTILITY PLAN

SHEET

21 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION

UTILITY LEGEND

EXISTING		PROPOSED
— — — >> — — —	STORM DRAIN	>>
— — — > — — —	SANITARY SEWER	>
— — — II> — — —	SANITARY SEWER FORCEMAIN	<II
— — — I — — —	WATER MAIN	I

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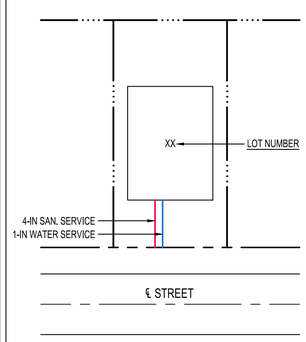

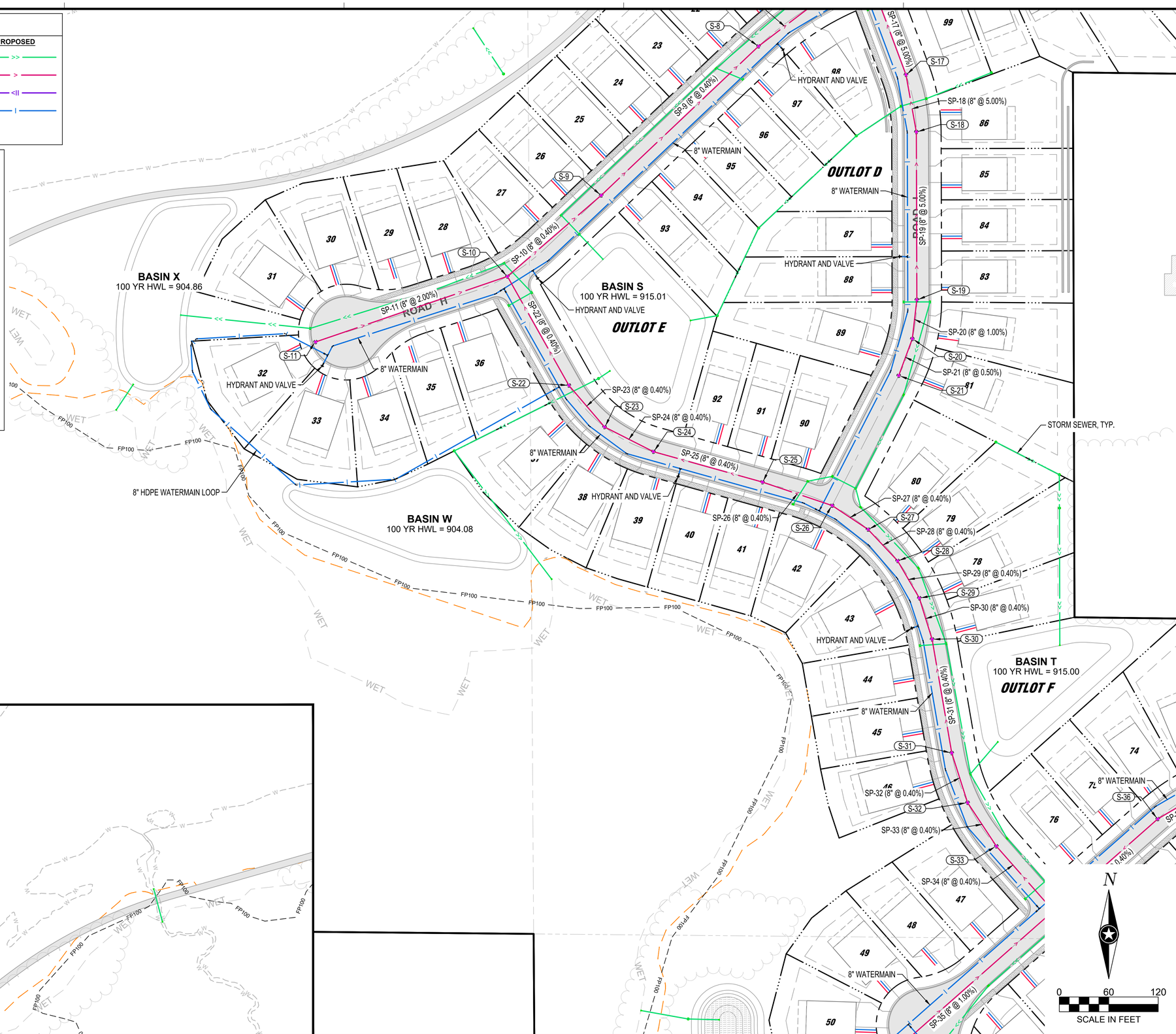

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ELK RIVER MINNESOTA

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CLIENT PROJECT NO.	-

TITLE

UTILITY PLAN

SHEET

22 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION

UTILITY LEGEND

EXISTING		PROPOSED
— — — >> — — —	STORM DRAIN	>>
— — — > — — —	SANITARY SEWER	>
— — — II> — — —	SANITARY SEWER FORCEMAIN	<II
— — — I — — —	WATER MAIN	I

NOTE:
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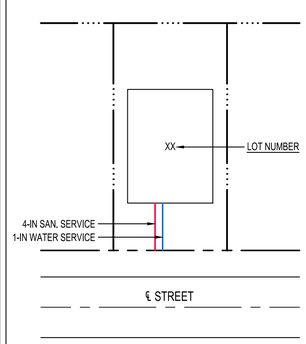
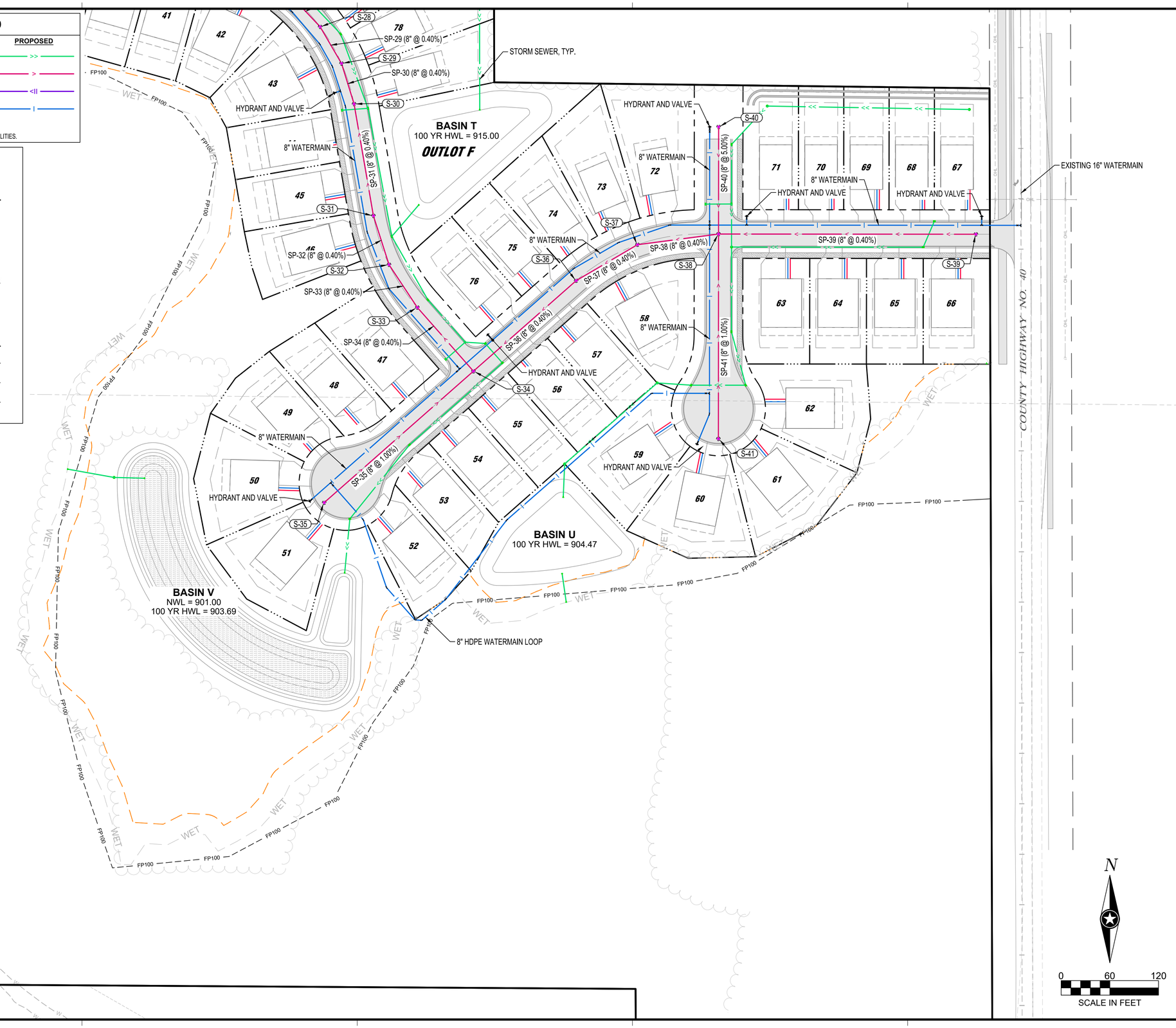
LOT INFORMATION
(NOT TO SCALE)





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0 60 120
SCALE IN FEET

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BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

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FILE NAME	26553 - 7 UTILITY SAN-WTR (PPLAT-SE)
DRAWN BY	TTK
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REVIEWED BY	TJW, JDF
ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

UTILITY PLAN

SHEET **23** OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION

GFE = GARAGE FLOOR ELEVATION (AT OVERHEAD DOOR)
LFE = LOWEST FLOOR ELEVATION
RGE = REAR GRADE ELEVATION (AT REAR OF HOUSE, 0.5' BELOW LOWEST OPENING)

FB = FULL BASEMENT
LO = LOOKOUT BASEMENT
WO = WALKOUT BASEMENT

ISG

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LENNAR HOMES

BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 8 GRADING (PPLAT-SE)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	TJW, JDF
ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

GRADING PLAN

SHEET

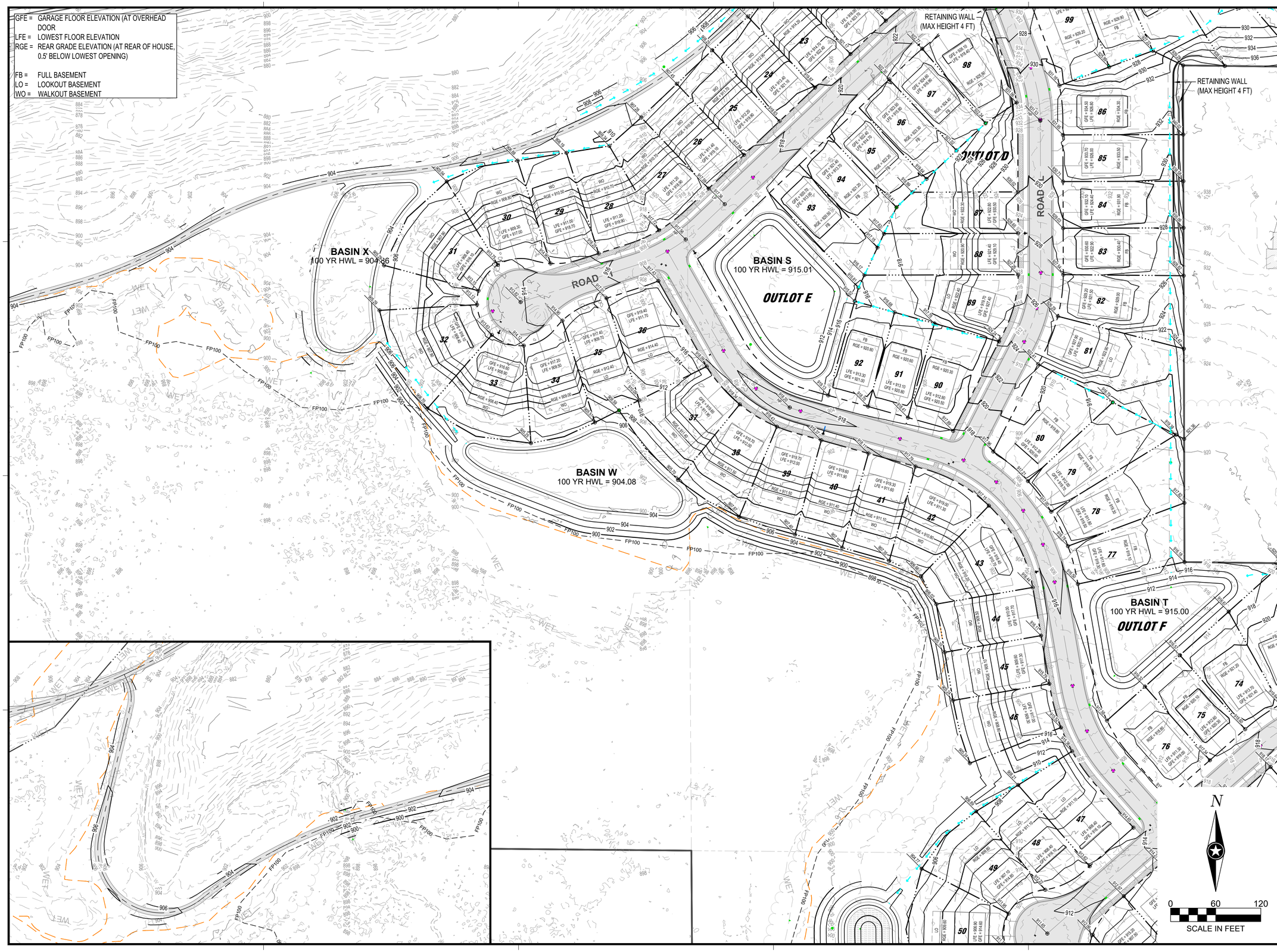
24 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION

GFE = GARAGE FLOOR ELEVATION (AT OVERHEAD DOOR)
LFE = LOWEST FLOOR ELEVATION
RGE = REAR GRADE ELEVATION (AT REAR OF HOUSE, 0.5' BELOW LOWEST OPENING)

FB = FULL BASEMENT
LO = LOOKOUT BASEMENT
WO = WALKOUT BASEMENT



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BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

REVISION SCHEDULE

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PROJECT NO.	22-26553
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DRAWN BY	TTK
DESIGNED BY	TTK
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CLIENT PROJECT NO.	-

TITLE

GRADING PLAN

SHEET

25 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

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GFE = GARAGE FLOOR ELEVATION (AT OVERHEAD DOOR)
LFE = LOWEST FLOOR ELEVATION
RGE = REAR GRADE ELEVATION (AT REAR OF HOUSE, 0.5' BELOW LOWEST OPENING)

FB = FULL BASEMENT
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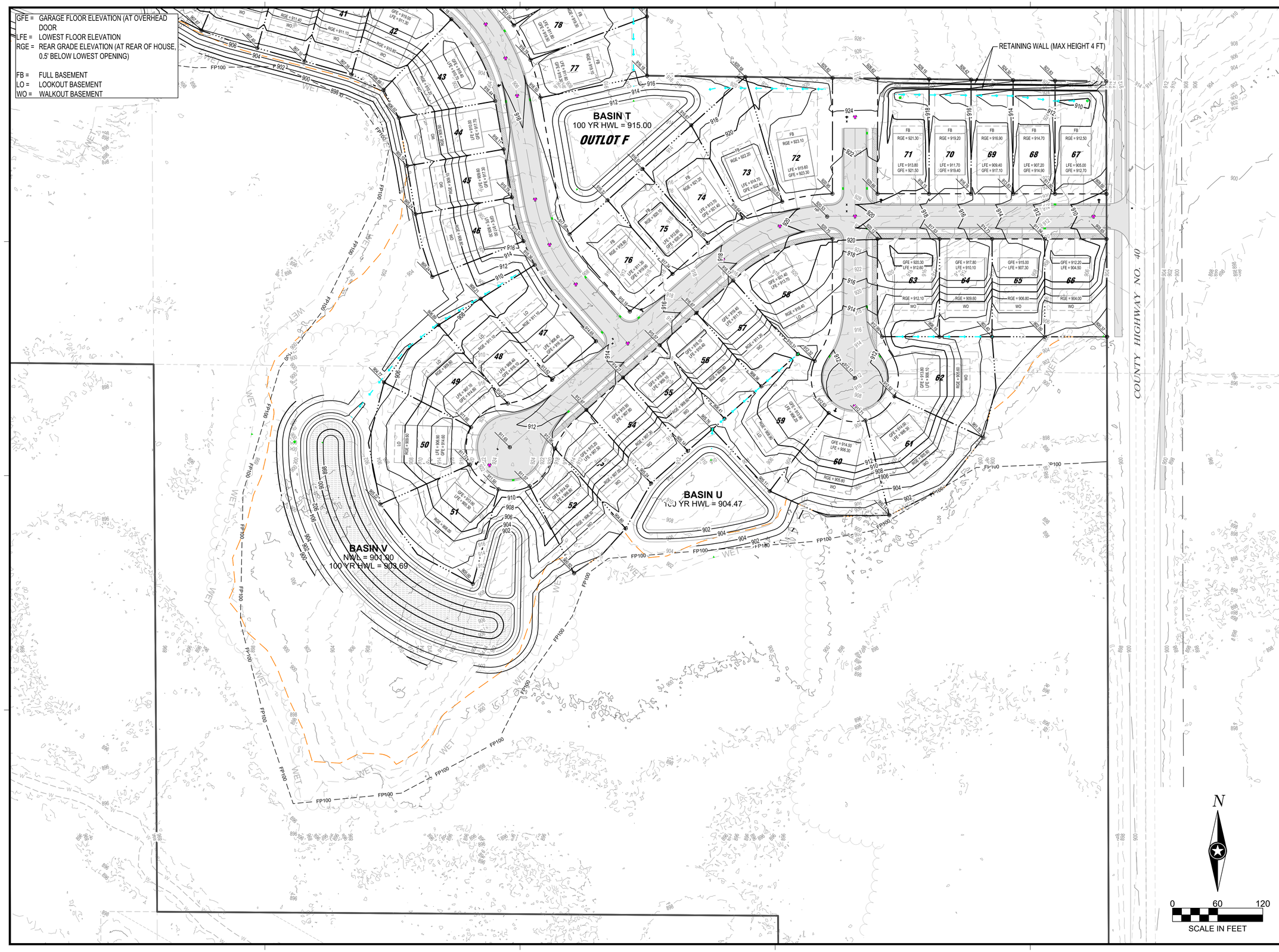
WO = WALKOUT BASEMENT



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ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

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REVIEWED BY	TJW, JDF
ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

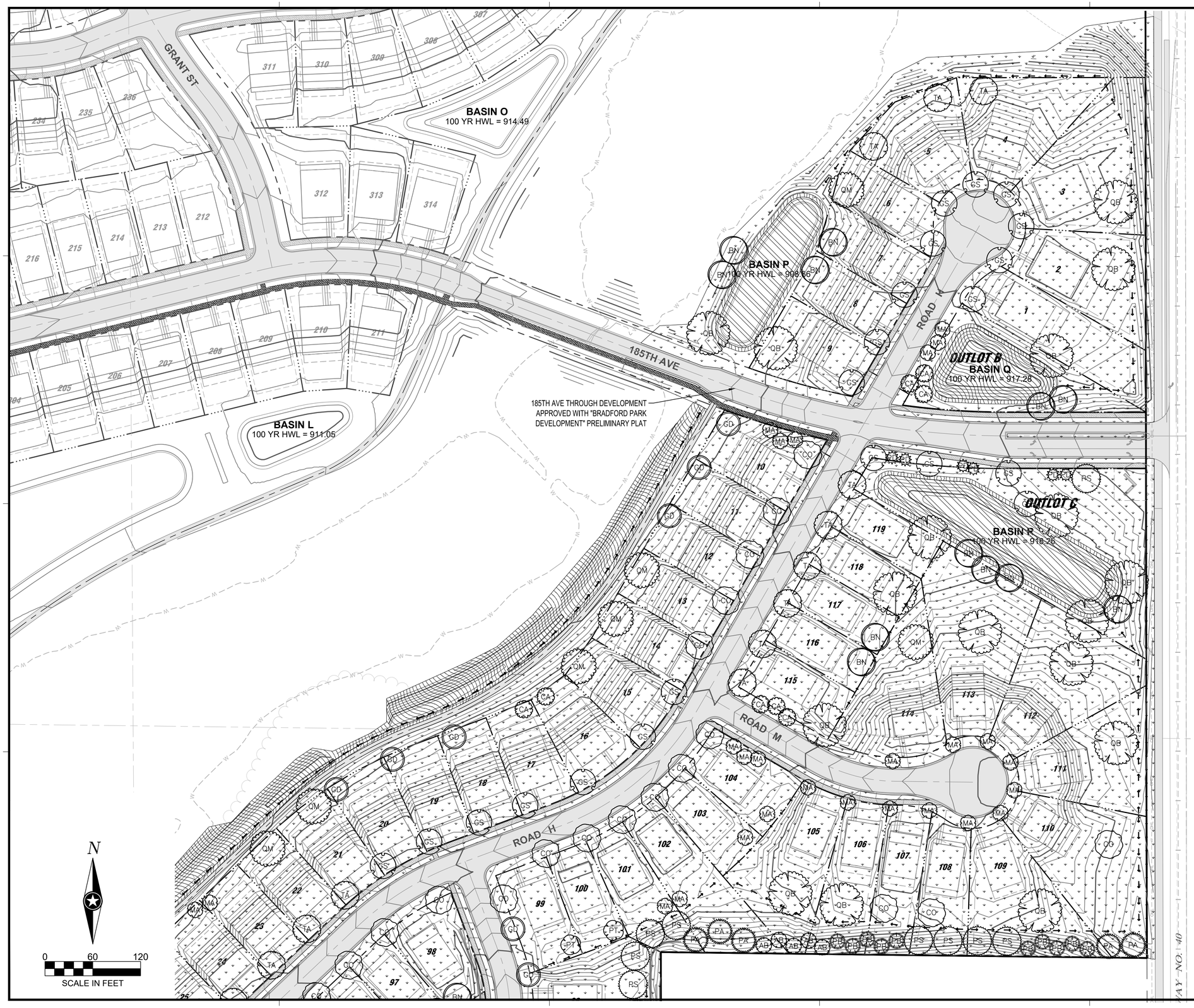
GRADING PLAN

SHEET

26 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION



PLANT SCHEDULE 27

SYMBOL	CODE	BOTANICAL / COMMON NAME	SIZE	ROOT
TREES				
BN	BN	BETULA NIGRA RIVER BIRCH MULTI-TRUNK	12' HT MIN	B & B
CA	CA	CARPINUS CAROLINIANA AMERICAN HORNBEAM	2" CAL	B & B
CO	CO	CELTIS OCCIDENTALIS COMMON HACKBERRY	2" CAL	B & B
GS	GS	GLEDITSIA TRIACANTHOS INERMIS 'SKYCOLE' SKYLINE HONEYLOCUST	2" CAL	B & B
GD	GD	GYMNOCLADUS DIOICA 'ESPRESSO' KENTUCKY COFFEETREE	2" CAL	B & B
MA	MA	MAACKIA AMURENSIS AMUR MAACKIA	2" CAL	B & B
QB	QB	QUERCUS BICOLOR SWAMP WHITE OAK	2" CAL	B & B
QM	QM	QUERCUS X MACDANIELI 'CLEMONS' TM HERITAGE OAK	2" CAL	B & B
TA	TA	TILIA AMERICANA 'MCKSENTRY' SENTRY LINDEN	2" CAL	B & B
EVERGREEN TREES				
AB	AB	ABIES BALSAMEA BALSAM FIR	8' HT MIN	B & B
LL	LL	LARIX LARICINA TAMARACK	8' HT MIN	B & B
PA	PA	PICEA ABIES NORWAY SPRUCE	12' HT MIN	B & B
PD	PD	PICEA GLAUCA 'DENSATA' BLACK HILLS SPRUCE	12' HT MIN	B & B
PB	PB	PINUS BANKSIANA JACK PINE	8' HT MIN	B & B
PS	PS	PINUS STROBUS WHITE PINE	8' HT MIN	B & B

SYMBOL	DESCRIPTION
SEED MIX	
	BIOFILTRATION MIX 2 ISG CUSTOM EXTREME CONDITIONS MIX
	SEED MIX FINE FESCUE TURF FINE FESCUE TURF
	SEED MIX MNDOT 25-131 MNDOT SEED MIX - LOW MAINTENANCE TURF
	SEED MIX MNDOT 33-261 STORMWATER SOUTH AND WEST

ISG

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 9 LANDSCAPE (PPLAT-SE)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	TJW, JDF
ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

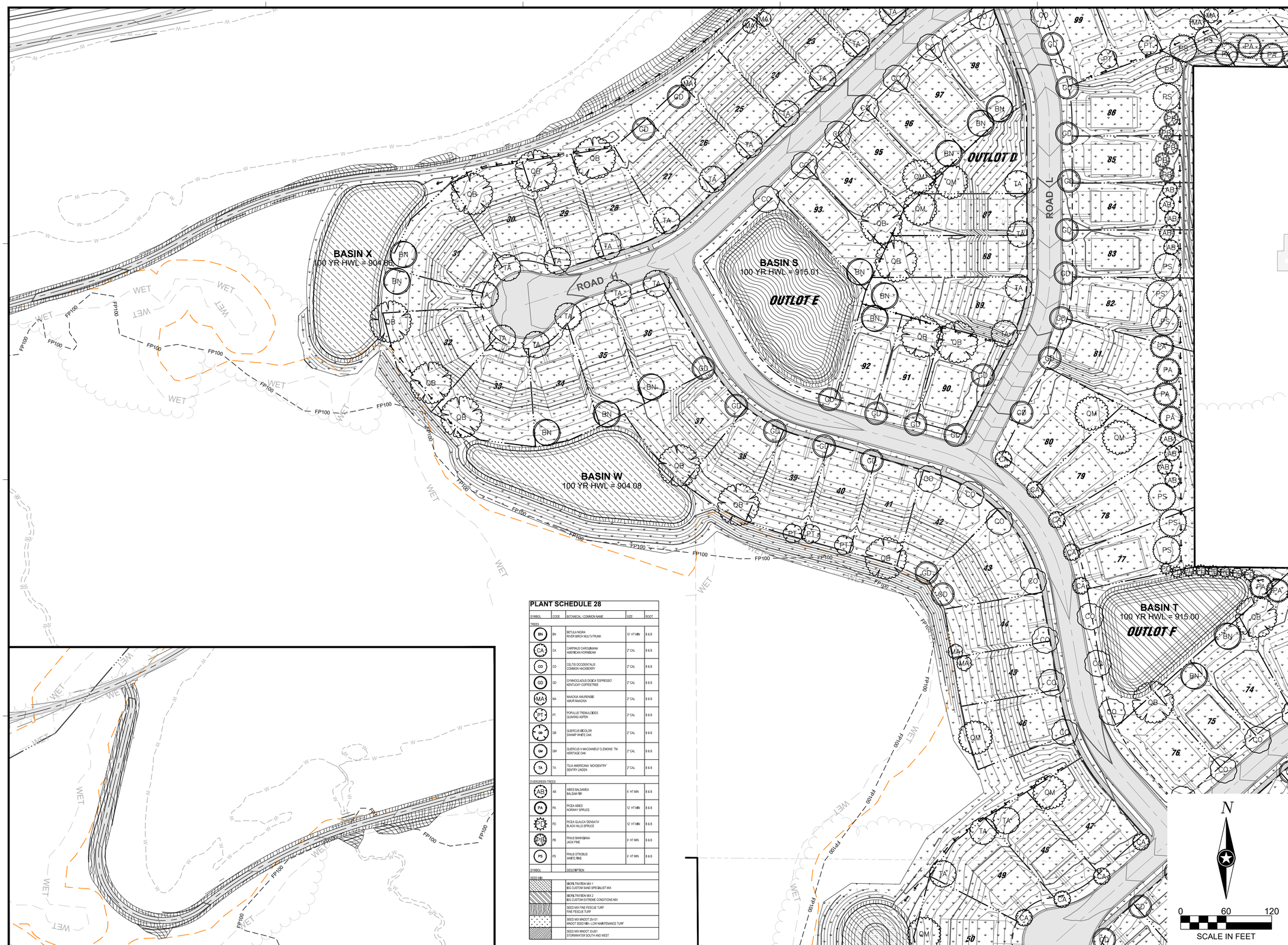
PLANTING PLAN

SHEET

27 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION



PLANT SCHEDULE 28

SYMBOL	CODE	BOTANICAL / COMMON NAME	SIZE	ROOT
TREES				
BN	BN	BETULA NIGRA RIVER BIRCH MULTI-TRUNK	12' HT MIN	B & B
CA	CA	CARPINUS CAROLINIANA AMERICAN HORNBEAM	2" CAL	B & B
CO	CO	CELTIS OCCIDENTALIS COMMON HACKBERRY	2" CAL	B & B
GD	GD	GYMNOCLADUS DIOICA 'ESPRESSO' KENTUCKY COFFEETREE	2" CAL	B & B
MA	MA	MAACKIA AMURENSIS AMUR MAACKIA	2" CAL	B & B
PT	PT	POPULUS TREMULOIDES QUAKING ASPEN	2" CAL	B & B
QB	QB	QUERCUS BICOLOR SWAMP WHITE OAK	2" CAL	B & B
QM	QM	QUERCUS X MACDANIELI 'CLEMONS' TM HERITAGE OAK	2" CAL	B & B
TA	TA	TILIA AMERICANA 'MCKSENTRY' SENTRY LINDEN	2" CAL	B & B
EVERGREEN TREES				
AB	AB	ABIES BALSAMEA BALSAM FIR	6' HT MIN	B & B
PA	PA	PICEA ABIES NORWAY SPRUCE	12' HT MIN	B & B
PO	PO	PICEA GLAUCA 'DENSATA' BLACK HILLS SPRUCE	12' HT MIN	B & B
PB	PB	PINUS BANKSIANA JACK PINE	6' HT MIN	B & B
PS	PS	PINUS STROBUS WHITE PINE	6' HT MIN	B & B

SYMBOL	DESCRIPTION
SEED MIX	
	BIOFILTRATION MIX 1 ISG CUSTOM SAND SPECIALIST MIX
	BIOFILTRATION MIX 2 ISG CUSTOM EXTREME CONDITIONS MIX
	SEED MIX FINE FESCUE TURF FINE FESCUE TURF
	SEED MIX MNDOT 25-031 MNDOT SEED MIX - LOW MAINTENANCE TURF
	SEED MIX MNDOT 33-261 STORMWATER SOUTH AND WEST

ISG

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LENNAR HOMES

BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 9 LANDSCAPE (PPLAT-SE)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	TJW, JDF
ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

PLANTING PLAN

SHEET

28 OF 35

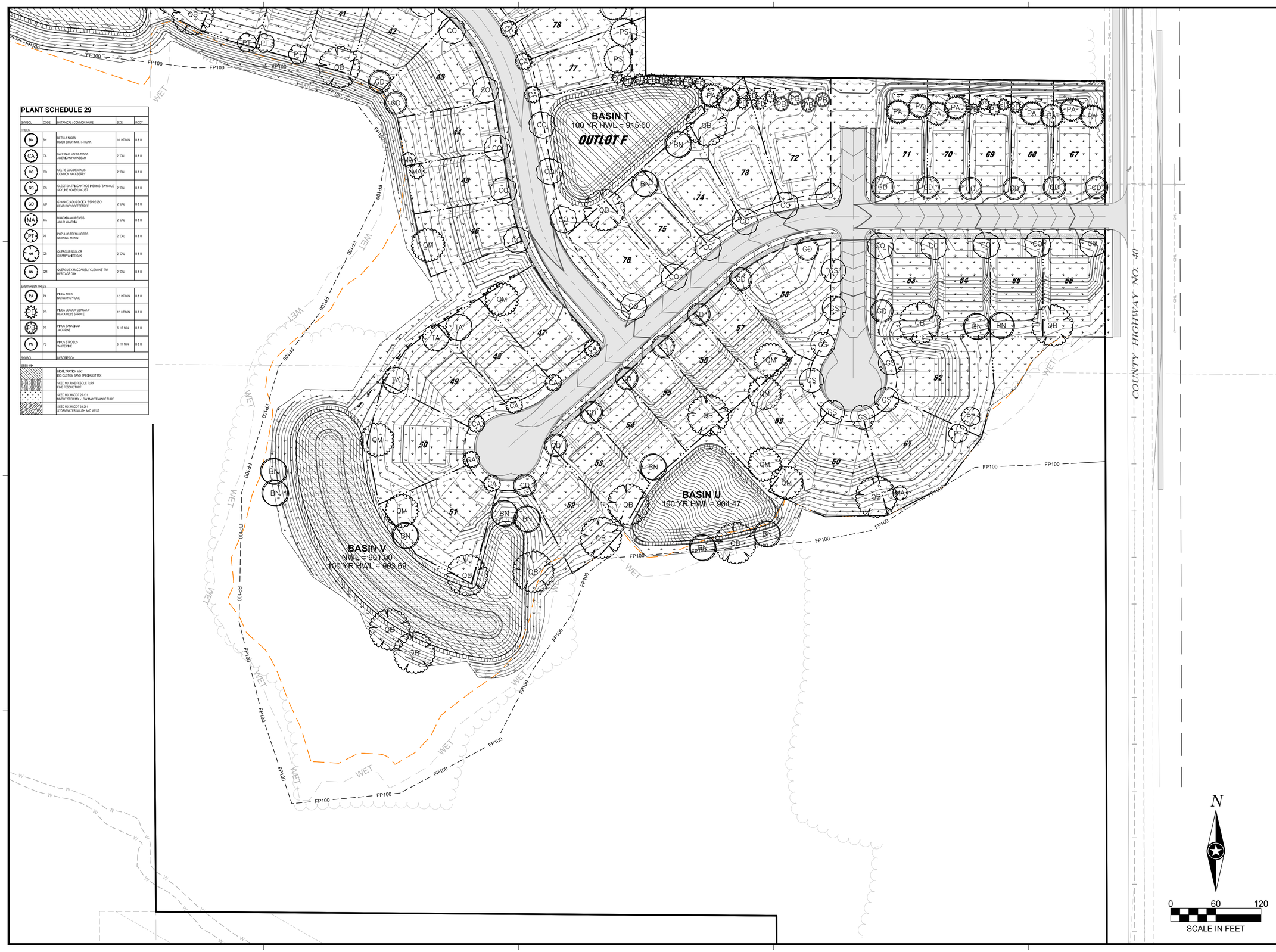
PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION

PLANT SCHEDULE 29

SYMBOL	CODE	BOTANICAL / COMMON NAME	SIZE	ROOT
TREES				
BN	BN	BETULA NIGRA RIVER BIRCH MULTI-TRUNK	10' HT MIN	B & B
CA	CA	CARPINUS CAROLINIANA AMERICAN HORNBEAM	2" CAL	B & B
CO	CO	CELTIS OCCIDENTALIS COMMON HACKBERRY	2" CAL	B & B
GS	GS	GLEDITSIA TRIACANTHOS INERMIS 'SKYCOLE' SKYLINE HONEYLOCUST	2" CAL	B & B
GD	GD	GYMNOCLADUS DIOICA 'ESPRESSO' KENTUCKY COFFEETREE	2" CAL	B & B
MA	MA	MAACKIA AMURENSIS AMUR MAACKIA	2" CAL	B & B
PT	PT	POPULUS TREMULOIDES QUAKING ASPEN	2" CAL	B & B
QB	QB	QUERCUS BICOLOR SWAMP WHITE OAK	2" CAL	B & B
QM	QM	QUERCUS X MACDANIELI 'CLEMONS' TM HERITAGE OAK	2" CAL	B & B
EVERGREEN TREES				
PA	PA	PICEA ABIES NORWAY SPRUCE	12' HT MIN	B & B
PD	PD	PICEA GLAUCA DENSATA' BLACK HILLS SPRUCE	12' HT MIN	B & B
PB	PB	PINUS BANKSIANA JACK PINE	6' HT MIN	B & B
PS	PS	PINUS STROBUS WHITE PINE	6' HT MIN	B & B

SYMBOL	DESCRIPTION
SEED MIX	
	BIOFILTRATION MIX 1 IBG CUSTOM SAND SPECIALIST MIX
	SEED MIX FINE FESCUE TURF FINE FESCUE TURF
	SEED MIX MNDOT 25-131 MNDOT SEED MIX - LOW MAINTENANCE TURF
	SEED MIX MNDOT 33-261 STORMWATER SOUTH AND WEST



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DATE XXXX-XX-XX LIC. NO. XXXXX

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

PROJECT NO.	22-26553
FILE NAME	26553 - 9 LANDSCAPE (PPLAT-SE)
DRAWN BY	TTK
DESIGNED BY	TTK
REVIEWED BY	TJW, JDF
ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

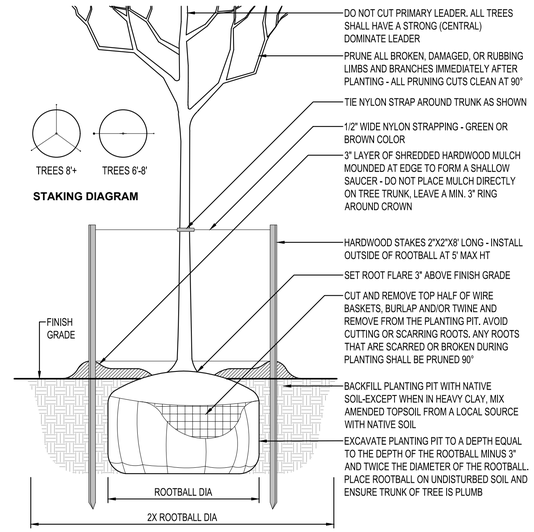
PLANTING PLAN

SHEET

29 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION

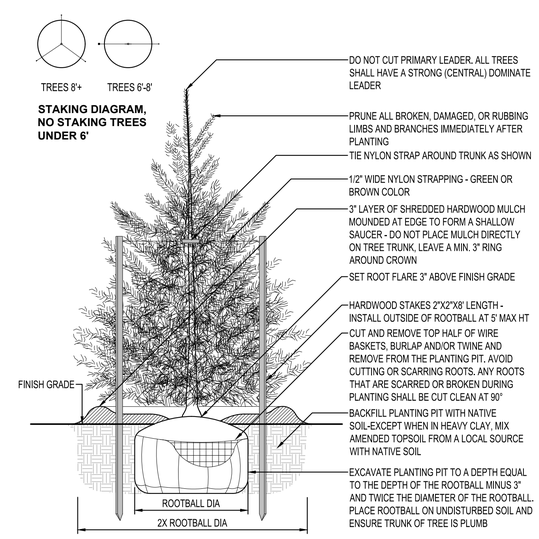


DECIDUOUS TREE PLANTING

NTS LD705

PLANTING NOTES

1. COORDINATE LOCATION OF ALL UTILITIES (LINES, DUCTS, CONDUITS, SLEEVES, FOOTINGS, ETC.) WITH LOCATIONS OF PROPOSED LANDSCAPE ELEMENTS (FENCE, FOOTINGS, TREE ROOTBALLS, ETC.). CONTRACTOR SHALL REPORT ANY DISCREPANCIES TO OWNER'S REPRESENTATIVE PRIOR TO CONTINUING WORK.
2. SAVE AND PROTECT ALL EXISTING TREES NOT NOTED TO BE REMOVED.
3. REMOVE ALL CONSTRUCTION DEBRIS AND MATERIALS INJURIOUS TO PLANT GROWTH FROM PLANTING PITS AND BEDS PRIOR TO BACKFILLING WITH PLANTING MIX.
4. REFER TO PLANTING DETAILS FOR AMENDED SOIL DEPTH IN PLANTING BEDS AND SURROUNDING TREES.
5. FIELD STAKE PLANTINGS ACCORDING TO PLAN. OWNER'S REPRESENTATIVE SHALL APPROVE ALL PLANT LOCATIONS PRIOR TO INSTALLATION. OWNER'S REPRESENTATIVE RESERVES THE RIGHT TO REVISE PLANTING LAYOUT AT TIME OF INSTALLATION.
6. ALL PLANT MATERIALS SHALL BE TRUE TO THEIR SCIENTIFIC NAME AND SIZE AS INDICATED IN THE PLANT SCHEDULE.
7. IF DISCREPANCIES EXIST BETWEEN THE NUMBER OF PLANTS DRAWN ON THE PLANTING PLAN AND THE NUMBER OF PLANTS IN THE SCHEDULE, THE PLANTING PLAN SHALL GOVERN.
8. ANY PROPOSED SUBSTITUTIONS OF PLANT SPECIES SHALL BE MADE WITH PLANTS OF EQUIVALENT OVERALL FORM, HEIGHT, BRANCHING HABIT, FLOWER, LEAF, COLOR, FRUIT AND CULTURE, AND ONLY AFTER WRITTEN APPROVAL OF THE OWNER'S REPRESENTATIVE.
9. ALL PLANT MATERIALS MUST CONFORM TO AMERICAN STANDARDS FOR NURSERY STOCK (ANSI Z60.1), LATEST EDITION PUBLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN, WASHINGTON D.C. LARGER SIZED PLANT MATERIALS OF THE SPECIES LISTED MAY BE USED IF THE STOCK CONFORMS TO ANSI Z60.1.
10. ALL PLANT MATERIAL SHALL BE GUARANTEED BY THE CONTRACTOR TO BE IN A LIVE AND HEALTHY GROWING CONDITION FOR ONE FULL GROWING SEASON (ONE YEAR) AFTER FINAL PROJECT ACCEPTANCE OR SHALL BE REPLACED BY THE CONTRACTOR FREE OF CHARGE WITH THE SAME GRADE AND SPECIES.
11. ALL TREES SHALL HAVE A STRONG CENTRAL LEADER. ANY TREES DEEMED NOT TO HAVE A STRONG CENTRAL LEADER SHALL BE REJECTED.
12. CONTRACTOR IS RESPONSIBLE FOR ALL DAMAGE DUE TO CONSTRUCTION OPERATIONS. ANY AREAS THAT ARE DISTURBED SHALL BE RESTORED TO ITS ORIGINAL CONDITION AT NO ADDITIONAL COST TO THE OWNER.
13. PROVIDE SHREDDED HARDWOOD MULCH SURROUNDING ALL PROPOSED TREES (5' Ø) AND WITHIN PLANTING BEDS TO A 3" MINIMUM DEPTH AS SHOWN IN TREE PLANTING DETAIL. DO NOT USE AN UNDERLAYMENT SUCH AS PLASTIC SHEET OR LANDSCAPE FABRIC. APPLY PRE-EMERGENT TO ALL PLANTING BEDS PRIOR TO MULCHING. REFER TO PLANS FOR ADDITIONAL DETAILS. REFER TO STORMWATER DETAILS FOR BASIN CONSTRUCTION AND MULCH APPLICATION.
14. MULCHING MATERIAL SHALL BE SHREDDED HARDWOOD MULCH, WITH NO INDIVIDUAL PIECES LARGER THAN 3", FREE OF GROWTH OR GERMINATION INHIBITING INGREDIENTS, 3" MINIMUM DEPTH. MINIMUM DEPTHS AT LOCATIONS INDICATED ON DRAWINGS.
15. CONTRACTOR SHALL PROVIDE SAMPLE OF MULCH TO BE APPROVED BY THE LANDSCAPE ARCHITECT.
16. INDICATED QUANTITIES ARE ESTIMATES AND SHALL BE CONFIRMED BY THE CONTRACTOR.
17. ADJUST SPACING OF PLANT MATERIALS AROUND ADJACENT UTILITY STRUCTURES.



EVERGREEN TREE PLANTING

NTS

ISG

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PROJECT

LENNAR HOMES

BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

REVISION SCHEDULE

DATE	DESCRIPTION	BY

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CLIENT PROJECT NO.	-

TITLE

PLANTING DETAILS

SHEET

30 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION

PLANT SCHEDULE

SYMBOL	CODE	QTY	BOTANICAL / COMMON NAME	SIZE	ROOT
TREES					
BN	BN	35	BETULA NIGRA RIVER BIRCH MULTI-TRUNK	10` HT MIN	B & B
CA	CA	19	CARPINUS CAROLINIANA AMERICAN HORNBEAM	2" CAL	B & B
CO	CO	43	CELTIS OCCIDENTALIS COMMON HACKBERRY	2" CAL	B & B
GS	GS	29	GLEDITSIA TRIACANTHOS INERMIS `SKYCOLE` SKYLINE HONEYLOCUST	2" CAL	B & B
GD	GD	44	GYMNOCLADUS DIOICA 'ESPRESSO' KENTUCKY COFFEETREE	2" CAL	B & B
MA	MA	30	MAACKIA AMURENSIS AMUR MAACKIA	2" CAL	B & B
PT	PT	7	POPULUS TREMULOIDES QUAKING ASPEN	2" CAL	B & B
QB	QB	43	QUERCUS BICOLOR SWAMP WHITE OAK	2" CAL	B & B
QM	QM	20	QUERCUS X MACDANIELI `CLEMONS` TM HERITAGE OAK	2" CAL	B & B
TA	TA	32	TILIA AMERICANA `MCKSENTRY` SENTRY LINDEN	2" CAL	B & B
EVERGREEN TREES					
AB	AB	14	ABIES BALSAMEA BALSAM FIR	6` HT MIN	B & B
LL	LL	1	LARIX LARICINA TAMARACK	8` HT MIN	B & B
PA	PA	19	PICEA ABIES NORWAY SPRUCE	12` HT MIN	B & B
PD	PD	22	PICEA GLAUCA 'DENSATA' BLACK HILLS SPRUCE	12` HT MIN	B & B
PB	PB	19	PINUS BANKSIANA JACK PINE	6` HT MIN	B & B
PS	PS	15	PINUS STROBUS WHITE PINE	6` HT MIN	B & B

SYMBOL		QTY	DESCRIPTION
SEED MIX			
		83,805 SF	BIOFILTRATION MIX 1 ISG CUSTOM SAND SPECIALIST MIX
		50,629 SF	BIOFILTRATION MIX 2 ISG CUSTOM EXTREME CONDITIONS MIX
		50,812 SF	SEED MIX FINE FESCUE TURF FINE FESCUE TURF
		1,617,563 SF	SEED MIX MNDOT 25-131 MNDOT SEED MIX - LOW MAINTENANCE TURF
		85,877 SF	SEED MIX MNDOT 33-261 STORMWATER SOUTH AND WEST

CITY LANDSCAPE REQUIREMENTS

GENERAL LANDSCAPE REQUIREMENTS

ALL SUBDIVISIONS SHALL BE PLANNED, DESIGNED AND MAINTAINED CONSISTENT WITH THE FOLLOWING:

- TREES SHALL HAVE A TRUNK DIAMETER OF NOT LESS THAN TWO (2) INCHES, AND SHALL BE PLANTED IN NOT LESS THAN ONE CUBIC YARD OF GOOD GROWING SOIL WITH SUITABLE AMOUNT OF FERTILIZER.
- BOULEVARD TREES SHALL BE PLANTED AT INTERVALS OF AT LEAST ONE TREE PER LOT AT A DISTANCE OF AT LEAST SIX (6) FEET BUT LESS THAN TWELVE (12) FEET FROM BEHIND THE CURB.
- YARD TREES SHALL BE PLANTED IN INTERVALS OF ONE TREE PER LOT AND LOCATED BETWEEN THE EDGE OF THE RIGHT-OF-WAY AND FRONT OF THE HOUSE.
- CORNER LOTS SHALL REQUIRE TWO BOULEVARD TREES, ONE PER STREET FRONTAGE.

LANDSCAPE REQUIREMENTS

PLANT TYPE	REQUIRED	ADDITIONAL	TOTAL
DECIDUOUS TREES	302	0	302
EVERGREEN TEES	90	0	90

ISG

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BRADFORD PARK DEVELOPMENT SOUTH

ELK RIVER MINNESOTA

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REVIEWED BY	TJW, JDF
ORIGINAL ISSUE DATE	2024/06/24
CLIENT PROJECT NO.	-

TITLE

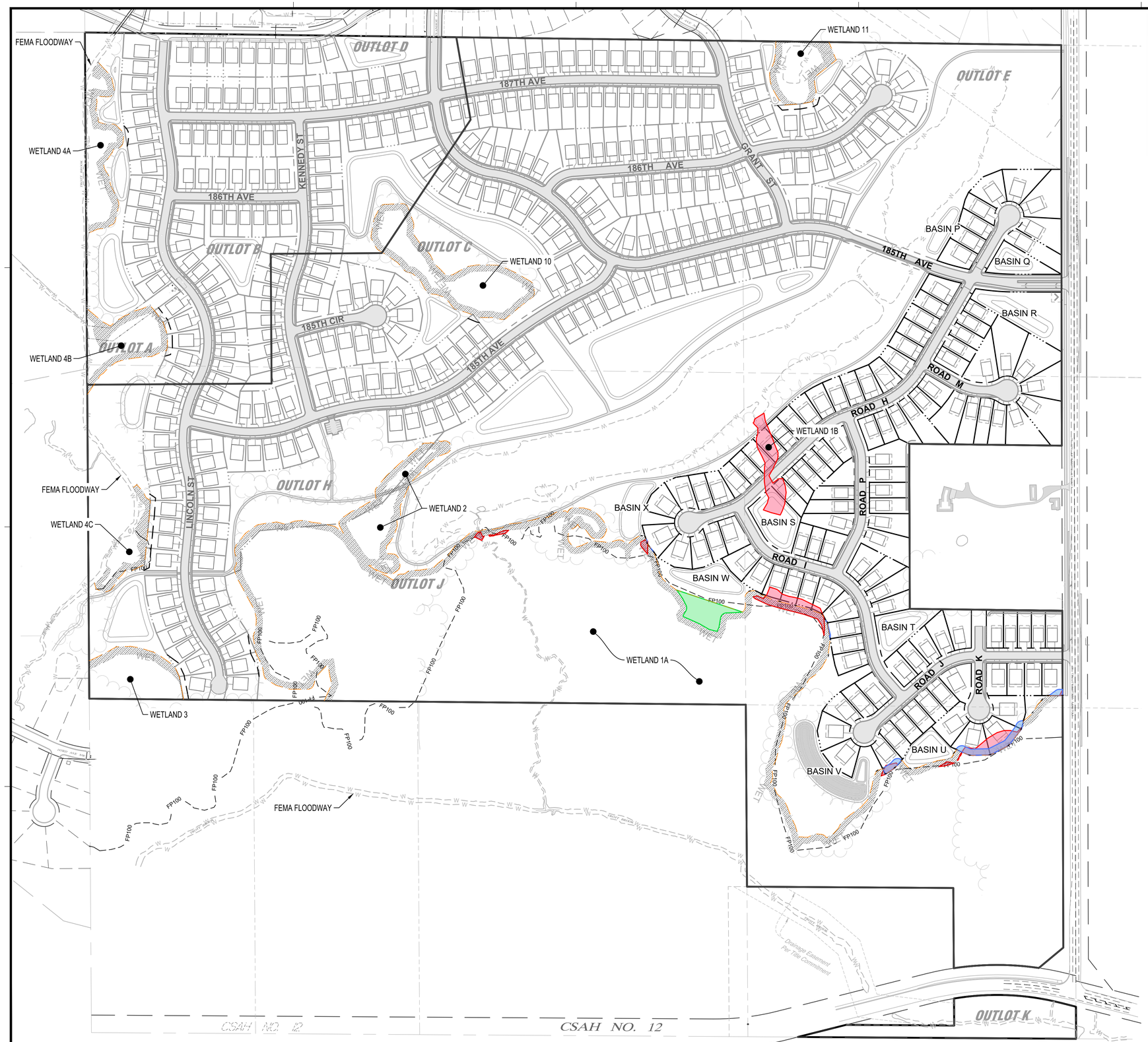
PLANTING SCHEDULES

SHEET

31 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION



WETLAND LEGEND

	WETLAND IMPACT AREA
	REQUIRED AVERAGE WETLAND BUFFER
	AVERAGE BUFFER AREA NOT IN COMPLIANCE
	POTENTIAL EXCESS WETLAND BUFFER AREA

WETLAND	WETLAND PERIMETER (LF)	WETLAND AREA (SF)	TOTAL AREA IMPACTED (SF)	AVERAGE WETLAND BUFFER (LF)
1A	7,014	1,932,803	29,545	25.6
1B	1,004	22,638	22,638	N/A
TOTAL	8,018 LF	1,955,441 SF	52,183 SF	
TOTAL	1.52 MI	44.89 AC	1.20 AC	

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CLIENT PROJECT NO.	-

TITLE

OVERALL WETLAND IMPACTS PLAN

SHEET **32** OF 35

N

0 200 400
SCALE IN FEET

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION

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TITLE

DETAILED WETLAND IMPACTS PLAN

SHEET

33 OF 35

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY NOT FOR CONSTRUCTION

WETLAND 1B
IMPACT: 22,638 SF

PROPOSED 25' WETLAND
BUFFER, TYP.

BASIN X

BASIN S

ROAD P

ROAD I

BUFFER AREA NOT IN
COMPLIANCE: 10,801 SF (TOTAL)

BASIN W

POTENTIAL EXCESS WETLAND
BUFFER AREA: 17,091 SF

BASIN T

BUFFER AREA NOT IN
COMPLIANCE: 10,801 SF (TOTAL)

WETLAND BUFFER SIGN, TYP.

WETLAND 1A
IMPACT: 29,545 SF

ROAD J

WETLAND 1A
IMPACT: 29,545 SF

N

0 60 120
SCALE IN FEET

ISG

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34 OF 35

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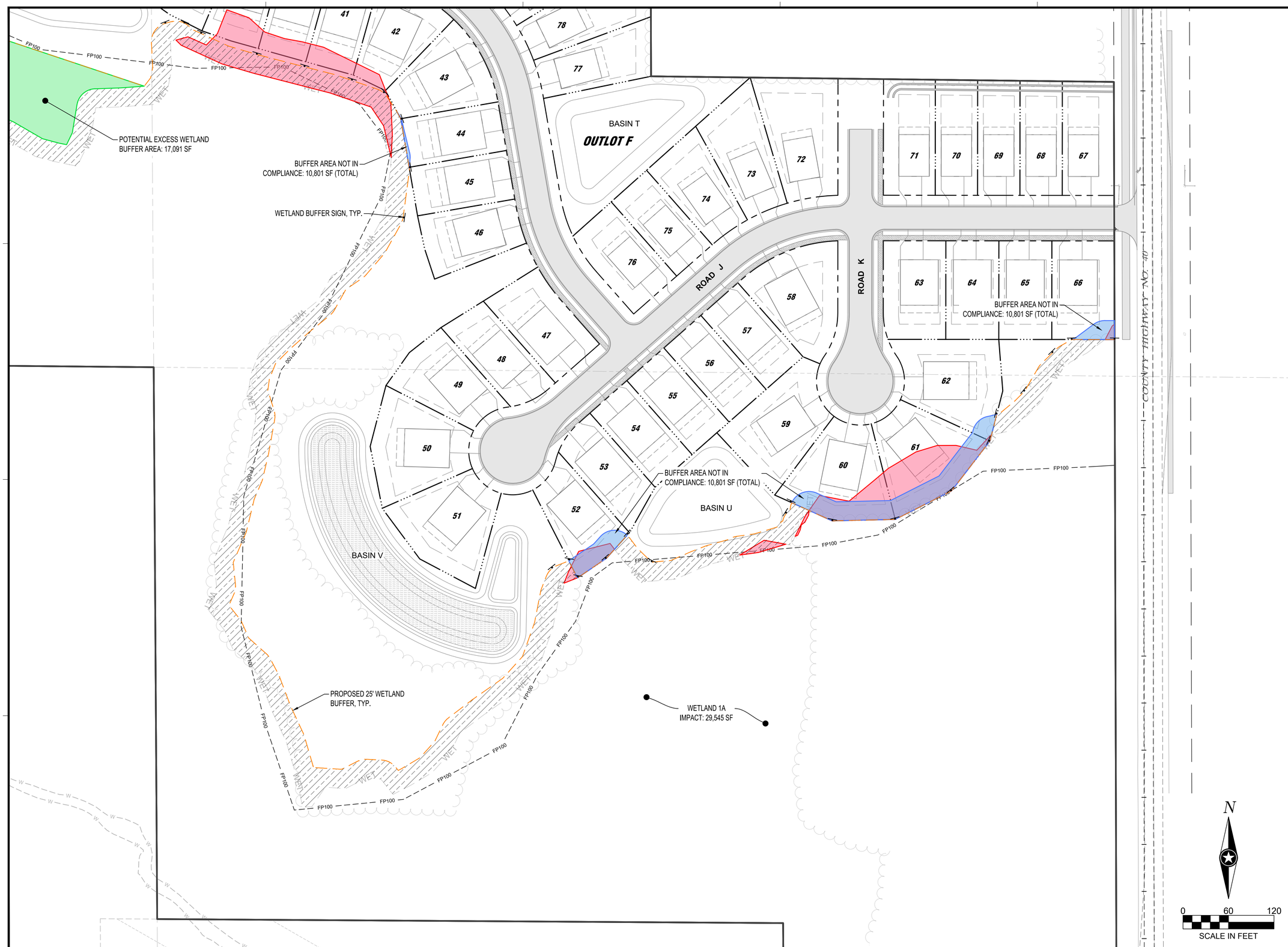

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DETAILED WETLAND IMPACTS PLAN

SHEET **35** OF 35

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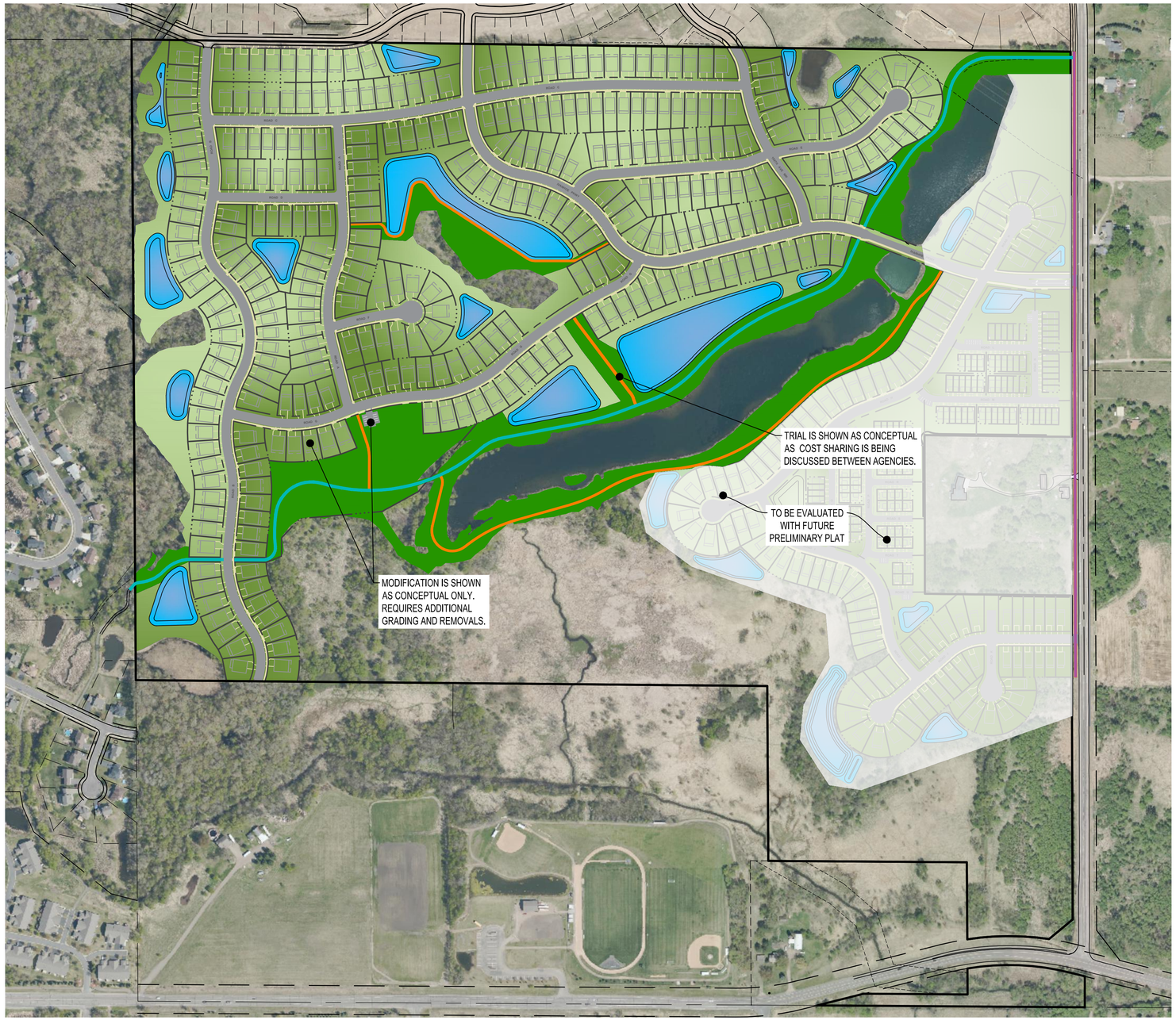
BRADFORD PARK

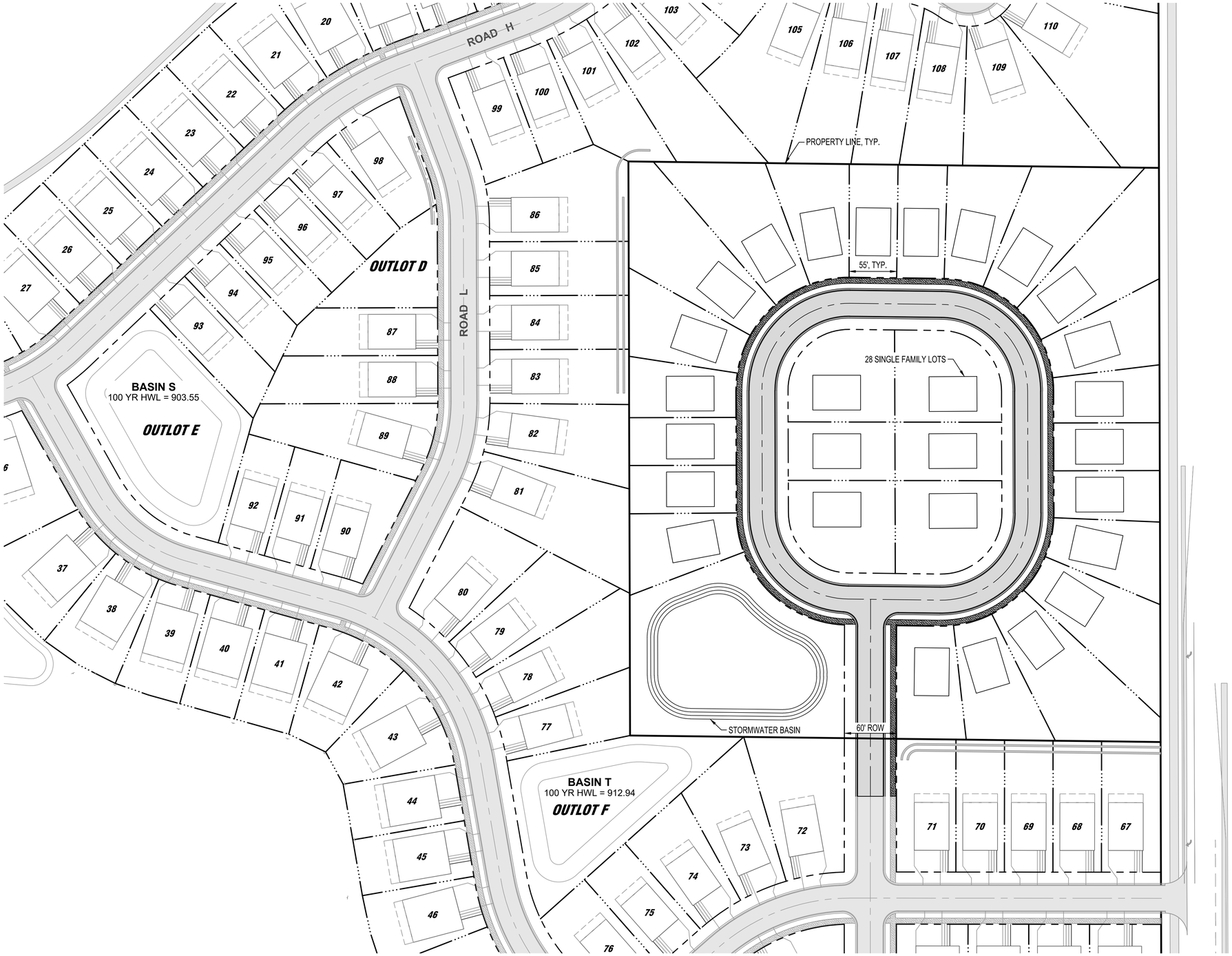


LEGEND

- UPLAND PARK AREA (1,192,319 SF / 27.37 AC)
- TRAILS AND WALKWAYS (4,977 LF)
- WATER FEATURE (627,300 SF / 14.40 AC)
- REGIONAL TRAIL ELIGIBLE FOR TRAIL CREDIT AT CONSTRUCTION COST (4,860 LF)
- TRAILS TO BE CONSTRUCTED BY OTHERS

0 250 500
SCALE IN FEET

N



GHOST PLATTED AREA

0 ## ###
SCALE IN FEET

N

ISG

Architecture + Engineering + Environmental + Planning

FOSTER PROPERTY DEVELOPMENT
ELK RIVER, MINNESOTA - 2024/06/05
ISG PROJECT NO. 22-26553

ISGInc.com

CAD FILE NAME 26553 GHOST PLAT - PPLAT-SE

Memorandum

To: Planning Department

From: David A. Roedel - Deputy County Engineer, Sherburne County

Date: 07-08-2024

Subject: Site Plan Review – July 2024

The agency listed above has reviewed the application listed below and has the following comments:

1.	CU 24-10	Harvest Intercontinental Church – 555 Railroad Dr. NW CUP for religious institution 1. No concerns or issues with the application as proposed.	CL	PC: 07-23-2024 CC: 08-19-2024
2.	CU 24-11	Riverside Kennel – Kelly Smith, 18850 Ogden St. NW CUP for private kennel 1. No concerns or issues with the application as proposed.	CL	PC: 07-23-2024 CC: 08-19-2024
3.	V 24-09 CU 24-12	The Original Collins Brothers Auto, Truck & Towing, 16234 Jarvis St. Variance for zero lot line; CUP for combined use. 1. No concerns or issues with the application as proposed.	CL	BOA: 07-23-2024 CC: 08-19-2024
4.	P 24-06	US Home, LLC – Lennar Corporation- Foster Property EAW As discussed during review of the concept site plan at meetings held in 2022, access spacing on County Road 40/Cleveland Street NW is ½ mile for full access based on the 55-mph speed limit of the roadway. 185th Avenue meets Access spacing guidelines for full access to County Road 40. Right and Left turn/bypass lanes are required at this location. It appears the layout provided may reflect this. Road J does not meet access spacing guidelines for a full access as it is not ½ mile from County State Aid Highway 12, or from 185th Avenue. The access will be limited to a right turn in, right turn out and left turn in. A left turn out will not be allowed. The entrance in the build condition will require construction of a center median at the left turn lane into the site, a porkchop island on Road J, or a combination that restricts the ability to turn left out of the site. Should it be determined that vehicles leaving Road J are turning left	ZC	PC: 07-23-2024 CC: 08-19-2024

		out, Sherburne County reserves the right to close off the Left turn in movement. It should be noted that with anticipated development on the east side of County Road 40 aligning with Road J, the intersection will be reviewed to determine if access will be restricted to a right turn in, and right turn out for all movements on both sides of the road. As outlined in Chapter 7, Implementation Plan from *Driving Forward, Sherburne County Transportation plan*, **Traffic Impact Analysis** section, a traffic impact analysis is requested to evaluate how a proposed land development or land use change would impact the operation and safety of the county highway system. The analysis should include the intersections of 185th and Road J with County Road 40. The analysis does not preclude the requirement to follow access spacing guidelines noted above.		
5.	V 24-10	Heritage Millwork – 16767 Gateway Road Variance for parking requirements 1. No concerns or issues with the application as proposed.	ZC	BOA: 07-23-2024 CC: 08-19-2024
6.	CR 24-05	The Specht Family Farm - Capstone Homes Concept Review for housing development 1. No concerns or issues with the application as proposed.	ZC	PC: 07-23-2024 CC: 08-19-2024
7.	V 24-11	Ron Touchette – Rock Solid Companies – 414 Main St. NW Setback Variance 1. No concerns or issues with the application as proposed.	ZC	BOA: 07-23-2024 CC: 08-19-2024

~~Strikethroughs~~ to be removed
Underlines to be added

Ordinance 24 - 12

An Ordinance Amending Chapter, 30, Division 9, Other Nonoverlay Districts, of the City of Elk River, Minnesota, City Code

The City Council of the City of Elk River does hereby ordain as follows:

SECTION 1. That **Chapter 30, Division 9, Other Nonoverlay Districts,** of the City of Elk River Code of Ordinances shall be amended to add the following Subdivision and Section:

Subdivision III. Approved Planned Unit Development Districts

Section 30-1600. – Bradford Park PUD

(a) Legal Description. The following described property located within the City of Elk River, Sherburne County, Minnesota is hereby zoned PUD, Planned Unit Development:

The following property located in Section 36, Township 33, Range 26, Sherburne County, Minnesota:

The South Half of the Northwest Quarter; the Southwest Quarter of the Northeast Quarter; the North Half of the Southwest Quarter; the Southeast Quarter of the Southwest Quarter; the Southwest Quarter of the Southeast Quarter; and the Northwest Quarter of the Southeast Quarter; excepting from the forgoing description the following described Parcel 1 and Parcel 2; but adding to the forgoing description an easement over the Easement Parcel, described below:

Parcel 1: The East 660 feet of the South 660 feet of the North 936 feet of the Northwest Quarter of the Southeast Quarter of said Section 36.

Parcel 2: The West 825 feet of the North 550 feet of the South 600 feet of the Southwest Quarter of the Southeast Quarter; together with that part of the East 75 feet of the Southeast Quarter of the Southwest Quarter lying South of the Westerly extension of the North line of said South 600 feet of the Southwest Quarter of the Southeast Quarter; all being part of Section 36, Township 33, Range 26;

(b) PUD Development Standards. The property shall be subject to the following standards.

(1) Uses

a. Permitted Uses

1. Residential, single family.
2. Residential facilities (one to six persons).
3. State licensed residential facilities or a housing with services establishment registered under chapter 144D serving six or fewer persons, a licensed day care facility serving 12 or fewer persons, and a group family day care facility licensed under Minnesota Rules, parts 9502.0315 to 9502.0445 to serve 14 or fewer children shall be considered a permitted single family residential use of property for the purposes of zoning, except that a residential facility whose primary purpose is to treat juveniles who have violated criminal statutes relating to sex offenses or have been adjudicated delinquent on the basis of conduct in violation of criminal statutes relating to sex offenses shall not be considered a permitted use.

b. Accessory Uses

1. Accessory dwelling units
2. Residential occupations.
3. Structures, accessory.
4. Towers (less than 60 feet in height).
5. Signs (as permitted in section 30-851 et seq.).

c. Conditional Uses

1. Kennels, private

(2) Lot Size

a. The PUD permits lot sizes as follows:

Lot Type	Unit Count	Minimum Lot Width	Minimum Lot Depth	Typical Lot Area
Min. 55' Single-Family Lots	112	55' - 0"	130' - 0"	7,150 SF
Min. 65' Single-Family Lots	202	65' - 0"	130' - 0"	8,450 SF

(3) Setbacks

a. Single Family Lots

1. Primary Structures

Front Setback	25' - 0"
Side Setback	7' - 6"
Rear Setback	20' - 0"
Corner Front Setback	20' - 0"

2. Accessory Structures

Front Setback	25' - 0"
Side Setback	5' - 0"
Rear Setback	5' - 0"
Corner Front Setback	20' - 0"

3. Accessory structures shall be limited to two-detached structures.
4. Total garage space (attached and detached) shall be limited to 1,200 SF.
5. All other setbacks shall be consistent with the relevant section of the city code.

(4) Additional Design Standards:

a. Driveways width is limited to 20' – 0" as measured at the front property line or the entire distance between the curb and sidewalk.
b. Driveways must be setback 5'-0" from side property lines.
c. Internal monotony code
   1. Adjacent homes shall not repeat the same facade design or primary exterior color.
   2. This standard also applies to the nearest three lots across the street.
   3. The builder shall demonstrate compliance with this standard when the building permit is submitted.

(5) Any standard not specifically described within this section shall remain consistent with the City of Elk River Code of Ordinances.

(c) Development Plans. The PUD shall be developed in accordance with the following plans, as amended from time to time, on file at city hall.
Plan A – Preliminary Plat of Bradford Park as approved by the Elk River City Council on July 17, 2023, and subject to all conditions of approval.
Plan B – Bradford Park Phase 1 Construction Plans prepared by ISG and dated March 25, 2024.

SECTION 4. That this ordinance shall take effect upon adoption and be published as provided by law.

Passed and adopted by the City Council of the City of Elk River this 20th day of May, 2024.

John J. Dietz, Mayor

ATTEST:

Tina Allard, City Clerk

Request for Action

To
Planning Commission

Item Number
5.1

Meeting Date
July 23, 2024

Prepared By
Zack Carlton, Community Development Director

Item Description
Commission Bylaws: Planning Commission and Board of Adjustments

Reviewed by
Chris Leeseberg

Action Requested
Adopt, by motion, the bylaws for the Planning Commission and the Board of Adjustments

Background/Discussion
During the commission's regular meeting on June 25, 2024, you reviewed the proposed bylaws for the Planning Commission and Board of Adjustments. The Commission was generally comfortable with the proposal, but did have questions related to how they could call special meetings.

City administration stated that the change to special meeting protocol is a new city policy and is required for all commissions.

Financial Impact
None

Mission/Policy/Goal
Ethical, efficient, and responsible.

Attachments
1. Planning Commission Bylaws
2. Board of Adjustments Bylaws

City of Elk River
Bylaws of the Planning Commission

Article 1. Purpose

As outlined in city ordinance the purpose of the Planning Commission is:
The planning commission assists in implementing city plans by making recommendations to the City Council on long-range planning issues, such as land use and transportation, as well as current issues including subdivisions, site plans, conditional use permits, and variances.

Article 2. Responsibilities

As outlined in city ordinance, the responsibilities of the Planning Commission are:

A. Prepare and recommend to the City Council for adoption a Comprehensive Plan and amendments as provided for by Minnesota Statutes Chapter 462. Such plan may be prepared in sections, each of which must relate to a major subject of the plan, as outlined in the Commission's work program. The comprehensive plan must include those official controls as defined by Minnesota Statutes Chapter 462 including, but not limited to, ordinances establishing zoning, subdivision controls, site plan regulations, sanitary codes, building codes, and official maps.

B. Review the acquisition or disposal of real property by the city as provided for by Minnesota Statutes Chapter 462 for the purpose of considering this action for consistency with the city's Comprehensive Plan. Upon the completion of its review, the Planning Commission shall forward to the City Council the following: i) its findings as to compliance of the proposed acquisition or disposal by the City of real property with the comprehensive plan; and ii) if any modifications or amendments to the comprehensive plan are necessary.

C. Review proposed amendments to the city's zoning and subdivision regulations and submit its recommendations to the City Council.

D. Review all development proposals and hold public hearings according to the authority and procedures set forth in the City's zoning and subdivision regulations.

E. Serve as the Board of Adjustment.

Article 3. Meetings

A. Annual Organizational Meeting. The March meeting in each calendar year shall be the organizational meeting which includes the election of officers, a review of bylaws, and approval of the meeting calendar.

B. Commission Schedule. The Planning Commission shall meet at least 12 times per year. Regular Meetings shall be held on the fourth Tuesday of the month at 6:30 p.m. in Council Chambers at City Hall. The meeting schedule shall be posted at the primary office/facility the commission meets and the Elk River City Hall.

C. Special Meetings. This policy is set by the City Council. Special Meetings may be added by consensus of the commission at a scheduled Regular Meeting to complete unfinished or newly planned business. Special Meetings shall not replace scheduled Regular Meetings.

D. Attendance Policy. This policy is set by the City Council. Members are expected to maintain a proper attendance record. Attendance is vital to community service and City Council expectations. Because attendance is important, the City Council has adopted the following attendance policy:

Members shall be automatically removed for lack of attendance. Lack of attendance is defined as:

- Regularly Scheduled Monthly Commissions: missing three (3) scheduled Regular Meetings during a calendar year without an excused absence; or missing 50% of Regular and Special Meetings with or without an excused absence during a calendar year.

An absence may be excused if the staff liaison or the Office of the City Clerk are notified no later than 12 p.m. (noon) on the day of the scheduled meeting.

Participation for less than three-fourths (3/4) of a meeting shall be considered an absence. Members removed pursuant to this paragraph shall not continue to serve on the board or commission. A member may appeal termination by requesting a hearing before the City Council within 10 days of notice of termination.

Staff liaisons shall use a standard commission attendance form to record attendance. The Office of the City Clerk shall forward the attendance record to the City Council each June and December for Council review.

Article 4. Officers, Elections, Duties

A. As outlined in the city ordinance, a chair and vice chair must be selected. During the annual meeting, the members shall elect a chair and vice chair who shall hold the office for a period of one year. The city ordinance states a member must have one year of experience before being elected to serve as chair. If both the chair and vice chair are absent, the remaining quorum shall appoint one member to preside at that meeting.

B. Each voting member has a right to make a nomination for an officer.

C. A vacancy for an officer shall be filled by a vote at the next regularly scheduled meeting after the vacancy occurs.

D. The chair shall preside at all meetings.

E. The vice chair shall act for the chair in his/her absence.

F. Any member of the commission may request to add items to the Regular Meeting agenda. Requests must be submitted to the staff liaison, in writing, no less than seven (7) days prior to the scheduled Regular Meeting.

Article 5. Staff Roles

The city shall provide the commission necessary technical and administrative assistance as follows:

A. Preparation of and posting of public notices as required by law.

B. Preparation of all meeting materials, such as agendas, reports, reference materials, and presentation materials.

C. Preparation of meeting minutes.

D. Retention of and public access to all commission records.

Article 6. Training

Members are expected to complete recommended training to meaningfully participate and make informed decisions on matters coming before them.

Article 7. Reporting

As outlined in city ordinance the commission shall provide reports, conclusions, and recommendations to the City Council throughout the year as needed.

Article 8. Public Records

A. All commissions receive and create public records while conducting business. Members may also produce public records in their official capacity as a board member. All board-related communications are subject to public disclosure.

B. Examples of public records include papers, notes, photographs, videos, maps, emails, voicemail messages, instant messages, and text messages. Email and text messages are public records when created by appointed officials and employees for the purpose of conducting official city business. Social media posts may also be considered a public record.

Article 9. Conflict of Interest/Ethics

A. Members may not, in their private capacity, negotiate, bid for, or enter into a contract on behalf of or with the City of Elk River in which they have a direct or indirect financial interest or perceived financial interest.

B. A member shall withdraw from commission discussion, deliberation, and vote on any matter in which the member, an immediate family member, or an organization with which the commission member is associated has a financial or perceived personal interest (see City Ordinance). The member shall also leave the meeting room during the ensuing discussion and vote.

C. A member may not receive anything of value that could reasonably be expected to influence their vote or other official action (see Minnesota Gift Law).

Article 10. Amendments to Bylaws

All bylaw changes shall be reviewed and approved by the Planning Commission and must be filed with the Office of the City Clerk.

Adopted: July 23, 2024

_____

Perry Beise
Planning Commission Chair

City of Elk River
Bylaws of the Board of Adjustments

Article 1. Purpose

As outlined in city ordinance the purpose of the Board of Adjustments is:
The board of adjustments hear matters of zoning variances, zoning appeals, and the establishment of legal nonconforming rights.

Article 2. Responsibilities

As outlined in city ordinance, the responsibilities of the Board of Adjustments are:

A. *Administrative review*. To hear and decide appeals where it is alleged there is error in any order, requirement, decision, or determination made by staff in the enforcement of this chapter.

B. *Variance*. To authorize, upon appeal in specific cases, such variance from the terms of this chapter as will not be contrary to the public interest where, owing to special conditions, a literal interpretation and enforcement of the provisions of this chapter would result in unnecessary hardship as provided in Chapter 30, Article VI.

Article 3. Meetings

A. The board of adjustments shall adopt bylaws for the transaction of its business consistent with the provisions of Chapter 30, division 2, article VI of this code and Minn. Stats. §§462.351-462.364. Meetings of the board shall be held on the same evenings as the Planning Commission meetings.

B. Commission Schedule. As outlined in city ordinance, the Planning Commission shall meet at least 12 times per year. Regular Meetings shall be held on the fourth Tuesday at 6:30 p.m. in Council Chambers at City Hall. The meeting schedule shall be posted at the primary office/facility the commission meets and the Elk River City Hall.

C. Special Meetings. This policy is set by the City Council. Special Meetings may be added by consensus of the commission at a scheduled Regular Meeting to complete unfinished or newly planned business of the scheduled Regular Meeting. Special Meetings shall not replace scheduled Regular Meetings.

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   Members shall be automatically removed for lack of attendance. Lack of attendance is defined as:

   - Regularly Scheduled Monthly Commissions: missing three (3) scheduled Regular Meetings during a calendar year without an excused absence; or missing 50% of Regular and Special Meetings with or without an excused absence during a calendar year.
   - All Other Commissions: missing two (2) scheduled Regular Meetings during a calendar year without an excused absence or missing 50% of Regular and

Special Meetings with or without an excused absence during a calendar year.

An absence may be excused if the staff liaison or the Office of the City Clerk are notified no later than 12 p.m. (noon) on the day of the scheduled meeting.

Participation for less than three-fourths (3/4) of a meeting shall be considered an absence. Members removed pursuant to this paragraph shall not continue to serve on the board or commission. A member may appeal termination by requesting a hearing before the City Council within 10 days of notice of termination.

Staff liaisons shall use a standard commission attendance form to record attendance. The Office of the City Clerk shall forward the attendance record to the City Council each June and December for Council review.

Article 4. Officers, Elections, Duties

Officers, the election process, and their duties shall be consistent with the procedures established by the Planning Commission bylaws. The offers shall be the same as appointed by the Planning Commission.

Article 5. Staff Roles

The city shall provide the commission necessary technical and administrative assistance as follows:

A. Preparation of and posting of public notices as required by law.

B. Preparation of all meeting materials, such as agendas, reports, reference materials, and presentation materials.

C. Preparation of meeting minutes.

D. Retention of and public access to all commission records.

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Members are expected to complete recommended training to meaningfully participate and make informed decisions on matters coming before them.

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As outlined in city ordinance the commission shall provide reports, conclusions, and recommendations to the City Council throughout the year as needed.

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A. Members may not, in their private capacity, negotiate, bid for, or enter into a contract on behalf of or with the City of Elk River in which they have a direct or indirect financial interest or perceived financial interest.

B. A member shall withdraw from commission discussion, deliberation, and vote on any matter in

which the member, an immediate family member, or an organization with which the commission member is associated has a financial or perceived personal interest (see City Ordinance). The member shall also leave the meeting room during the ensuing discussion and vote.

C. A member may not receive anything of value that could reasonably be expected to influence their vote or other official action (see Minnesota Gift Law).

Article 10. Amendments to Bylaws

All bylaw changes shall be reviewed and approved by the Planning Commission meeting as the Board of Adjustments and must be filed with the Office of the City Clerk.

Adopted: July 23, 2024

_____

Perry Beise
Planning Commission Chair

Request for Action

To
Planning Commission

Item Number
5.2

Meeting Date
July 23, 2024

Prepared By
Zack Carlton, Community Development Director

Item Description
Downtown Plan: Select Commission Representative

Reviewed by
Chris Leeseberg

Action Requested
Select a commission member to serve on the steering committee for the 2024 Downtown Small Area Plan.

Background/Discussion
The project timeline and meetings are taking shape with the selection of Bolton and Menk, Inc. as the city's consultants for the 2024 Downtown Small Area Plan. One of the project's important components is forming a steering committee to aid in the development of the plan. The steering committee will meet regularly, approximately every one to two months, and their feedback will be incorporated throughout the process. The committee will include seven members - one member from the City Council, the Planning Commission, the Housing and Redevelopment Authority, and the Heritage Preservation Commission, two downtown business representatives, and one at-large community member.

Staff requests the Planning Commission nominate one member to serve on the steering committee. Meeting dates and times will be scheduled based on the availability of the committee members.

Financial Impact
None

Mission/Policy/Goal
Meet changing needs - agile.
Opportunity to live, work, and play.

Attachments
None

Request for Action

To
Planning Commission

Item Number
8.1

Meeting Date
July 23, 2024

Prepared By
Zack Carlton, Community Development Director

Item Description
Concept Review: Holzem Rural Residential Development

Reviewed by
Chris Leeseberg

Action Requested
Provide the applicant with informal, non-binding, feedback regarding their proposed residential subdivision.

Background/Discussion
The applicant requests initial feedback regarding a proposed residential subdivision near Twin Lakes Elementary School and along the city border with Nowthen. The submitted plan proposes a 98 lot single-family subdivision consistent with the R-1b non-sewered zoning standards – 1-acre lots with 160 feet of frontage.

The Comprehensive Plan guides the property for Mixed Residential uses in an area the city has included in their plans for extension of city sewer and water. While this layout is similar to the recent concept plan for a development near Elk Lake Road and Ranch Road, that project is not slated for city utilities and is guided for both Traditional and Rural Single-Family uses.

Development Concerns
City plans and discussions regarding this area of the city anticipate extension of city sewer and water, and in-turn, urban development. The proposed project does not support extension of utilities and does not achieve the development goals of the comprehensive plan. These properties have been included in the future urban service area since 2013.

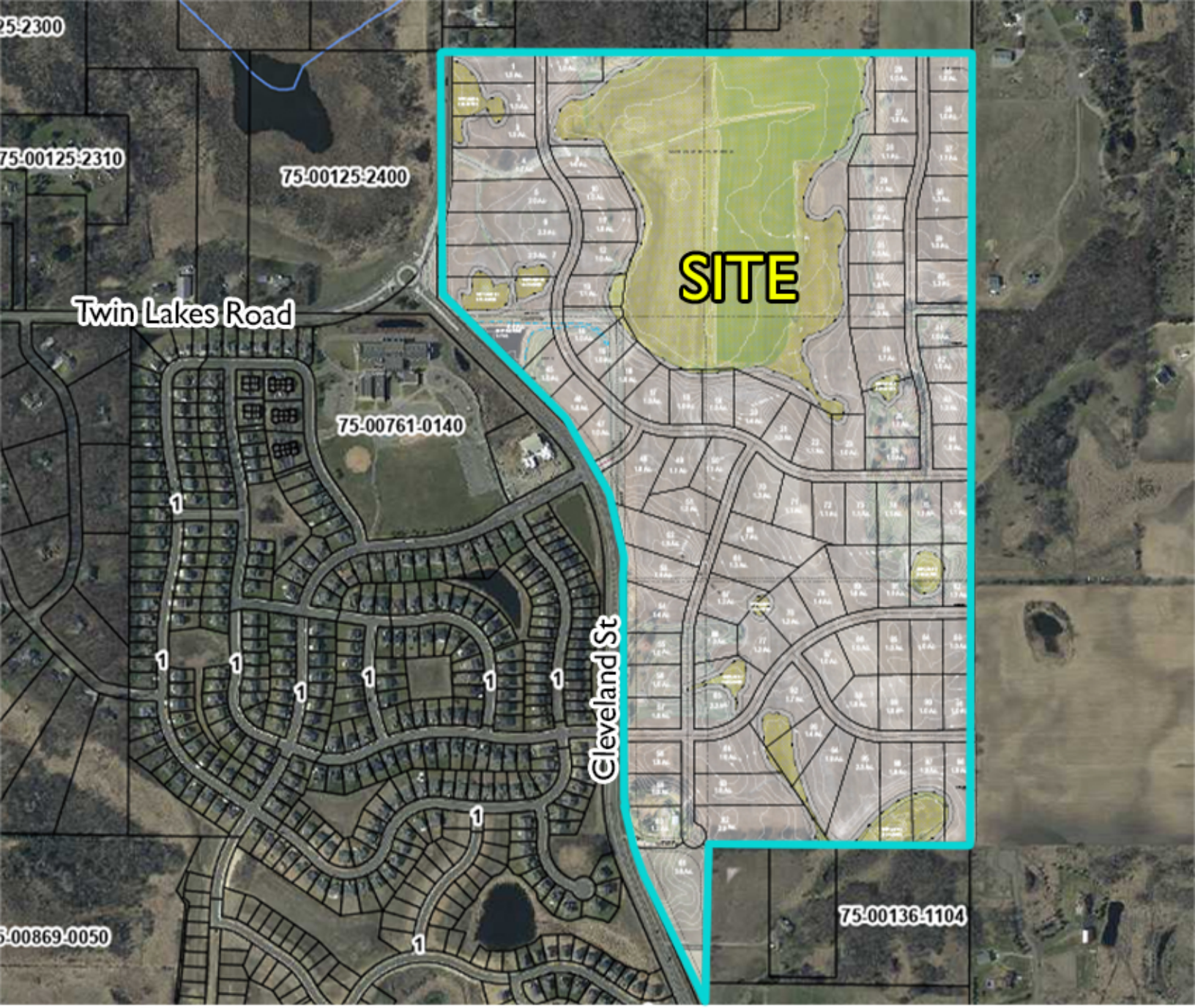
Should this concept move forward, there are a significant number of connections to Nowthen. The developer would need to approach that community to better understand their long-term goals and provide connections that support their anticipated growth.

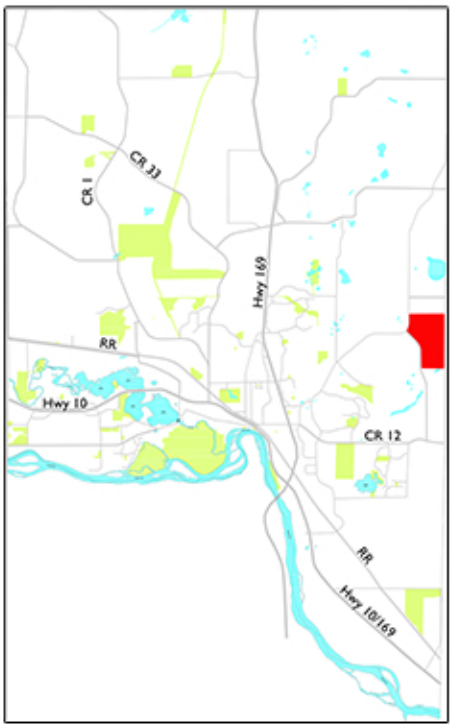
Staff requests the commission discuss the items outlined above and expand their discussion based on developer feedback. The goal of the concept review process is to provide the applicant with informal feedback to guide further development of their project.

Financial Impact
None

Mission/Policy/Goal
Opportunity to live, work, and play.
Support the growth and development of the community.

Attachments
1. Location Map
2. Applicant's Narrative
3. Conceptual Layout





Project Location Map

Holzem Property

Concept Review

Case No: CR 24-08

LANDFORM

From Site to Finish

Narrative

Holzem Property Concept Plan

Prepared for:

Kent Roessler

June 19, 2024

SUBMITTED TO
City of Elk River
13065 Orono Parkway
Elk River, MN 55330

CREATING MEMORABLE PLACES 25 YEARS

PREPARED BY
Landform Professional Services, LLC
105 5th Ave S, Suite 513
Minneapolis, MN 55401

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TABLE OF CONTENTS

Introduction 1

Concept Plan 1

Summary 1

Contact Information 2

Introduction

On behalf of Kent Roessler, Landform is pleased to submit this application for concept plan review of the Holzem site which includes the following PID numbers; 75-00869-0010, 75-00125-4101, 75-00125-4102, 75-00761-0040, 75-00125-1100. The site includes five parcels that total 197.13 acres. Our concept plan was created to show a rural residential development on well and septic rather than municipal sewer and water. We are excited about the plan proposed for this site and look forward to discussing this proposal with the City.

Concept Plan

The site is currently guided Mixed Residential by the future land use plan and zoned R-1a Single Family Residential on the zoning map. The land is also shown within the future urban service area. We are requesting a land use change from Mixed Residential to Rural Residential and removal from the future urban service area. The concept plan has been prepared consistent with the dimensional standards of the R-1b zoning district which is the zoning change that would be requested with support of the land use and urban service area changes.

We are requesting a change to remove the project site from the future urban service area. The project site was originally not part of the future urban service area, but the designation was changed as part of the 2040 Comprehensive Plan Update adopted in 2021. LGI Homes came forward with a concept plan in 2022 to develop the site with municipal services, which prompted the City to hire a consultant to perform a study for the expansion of sewer and water into the future urban service areas, specifically the northeast area where this project is located. The study showed the significant infrastructure necessary to serve the northeast area with sewer and water. A new force main from the wastewater treatment site over 3 miles away is necessary to serve the northeast area and this project site. This would require participation from several smaller adjacent properties to the south. The cost and additional properties that need to participate make it not feasible for this site to develop with sewer and water. Following the results of the study, LGI Homes decided not to pursue the development given the costs associated.

The City has the option to bond for the infrastructure project and assess the costs through the Section 429 process. This would result in higher taxes for Elk River residents and large assessments for the benefitting properties in the northeast district. This would involve a lengthy process and would likely receive pushback from many of the property owners. Therefore, the discussion with the council was that all improvements would be a cost borne by the developer as properties develop.

This project site cannot bear the infrastructure costs to bring a new trunk sanitary line from the wastewater treatment plant, therefore we are requesting an amendment to the comprehensive plan to remove this site from the future urban service area. We believe this is the only viable option to develop this site in the foreseeable future and we request the City to consider amending the comprehensive plan to provide a path forward for the property to develop.

Summary

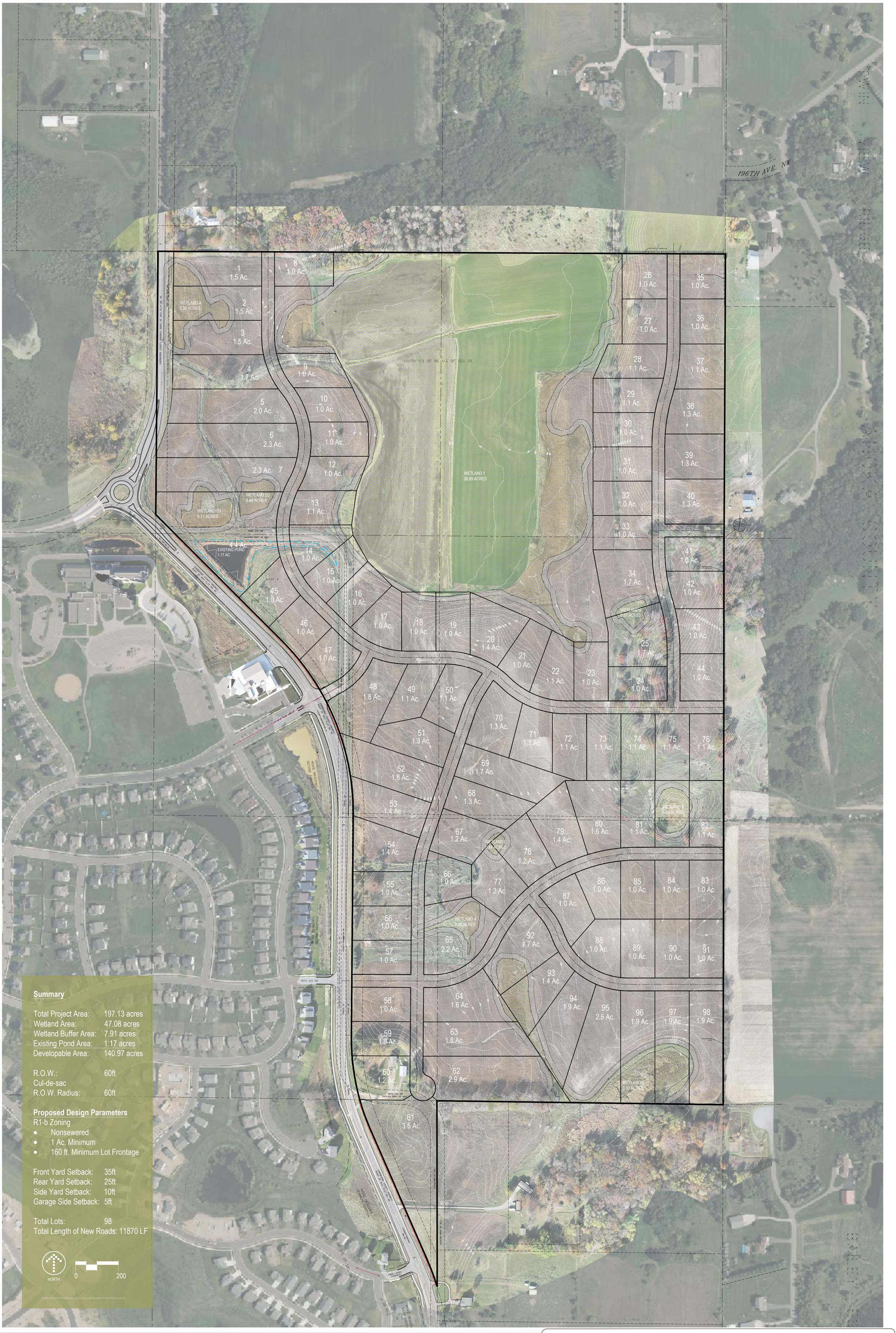
We respectfully request feedback on the Concept Plan to develop the Holzem site as a rural residential community without sewer and water.

Contact Information

This document was prepared by:

Kevin Shay, AICP
Landform
105 South Fifth Avenue, Suite 513
Minneapolis, MN 55401

Any additional questions regarding this application can be directed to Eric Luth at eluth@landform.net or 612.638.0261.



Summary

Total Project Area:	197.13 acres
Wetland Area:	47.08 acres
Wetland Buffer Area:	7.91 acres
Existing Pond Area:	1.17 acres
Developable Area:	140.97 acres
R.O.W.:	60ft
Cul-de-sac R.O.W. Radius:	60ft

Proposed Design Parameters

R1-b Zoning

- Nonsewered
- 1 Ac. Minimum
- 160 ft. Minimum Lot Frontage

Front Yard Setback:	35ft
Rear Yard Setback:	25ft
Side Yard Setback:	10ft
Garage Side Setback:	5ft
Total Lots:	98
Total Length of New Roads:	11870 LF

NORTH 0 200

Landform® and Site to Finish® are registered service marks of Landform Professional Services, LLC.

LANDFORM
From Site to Finish

in collaboration with:

Concept Plan Submittal

Holzem Site • Elk River, MN

• 06.19.2024

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Request for Action

To
Planning Commission

Item Number
8.2

Meeting Date
July 23, 2024

Prepared By
Zack Carlton, Community Development Director

Item Description
Concept Review: The Specht Family Farm Housing Development

Reviewed by
Chris Leeseberg

Action Requested
Provide the applicant with informal, non-binding, feedback regarding their proposed residential subdivision.

Background/Discussion
The applicant, Capstone Homes, is working with the owners of the Specht Farm regarding a potential residential subdivision. The site is unique in its location and has supported agricultural operations for many years. The project is bordered by Highway 10 to the east, the Oliver Kelley Farm to the south, the Mississippi River to the west, and existing residential and commercial uses to the north. The Comprehensive Plan guides the property for Mixed Residential and Highway Business Uses. The site is also adjacent to MnDOT's planned interchange at Twin Lakes Road and Highway 10.

Development Concerns
First, access to the site will be from Highway 10, likely through an interim access at 165th Ave and the location of the existing driveway. Long-term access will utilize the planned interchange on the north end of the site and a frontage road along the highway. How and when these access locations are utilized and improved is an ongoing conversation with MnDOT. City staff and the applicant have met with MnDOT traffic and planning staff to discuss access, but this will continue to be a topic of discussion as improvements will be required to support the volume of traffic expected from a residential development of this size.

Second, the entire southern boundary of the site abuts the Oliver Kelley Farm. The property is owned by the MN Historical Society (MNHS) and is on the National Register of Historic places. MNHS staff have expected development of the subject site, and their primary concern is how the two properties interact along the property line. City staff met with MNHS to begin these conversations and outline the development review process and comment opportunities moving forward.

Third, the Comprehensive Plan guides the majority of this site for Mixed Residential. This includes guidance for multiple housing types - including single-family detached homes, townhomes, and duplexes. The current concept shows predominantly single-family homes connected to city utilities. The commission should review the goals of the Comprehensive Plan with the proposed housing types. Does the project include a great enough mix of housing types to provide an acceptable range of affordability? The concept plan also includes a small area of commercial near the proposed interchange. This area is included in the Comprehensive Plan and

is intended to provide small commercial opportunities near the planned interchange.

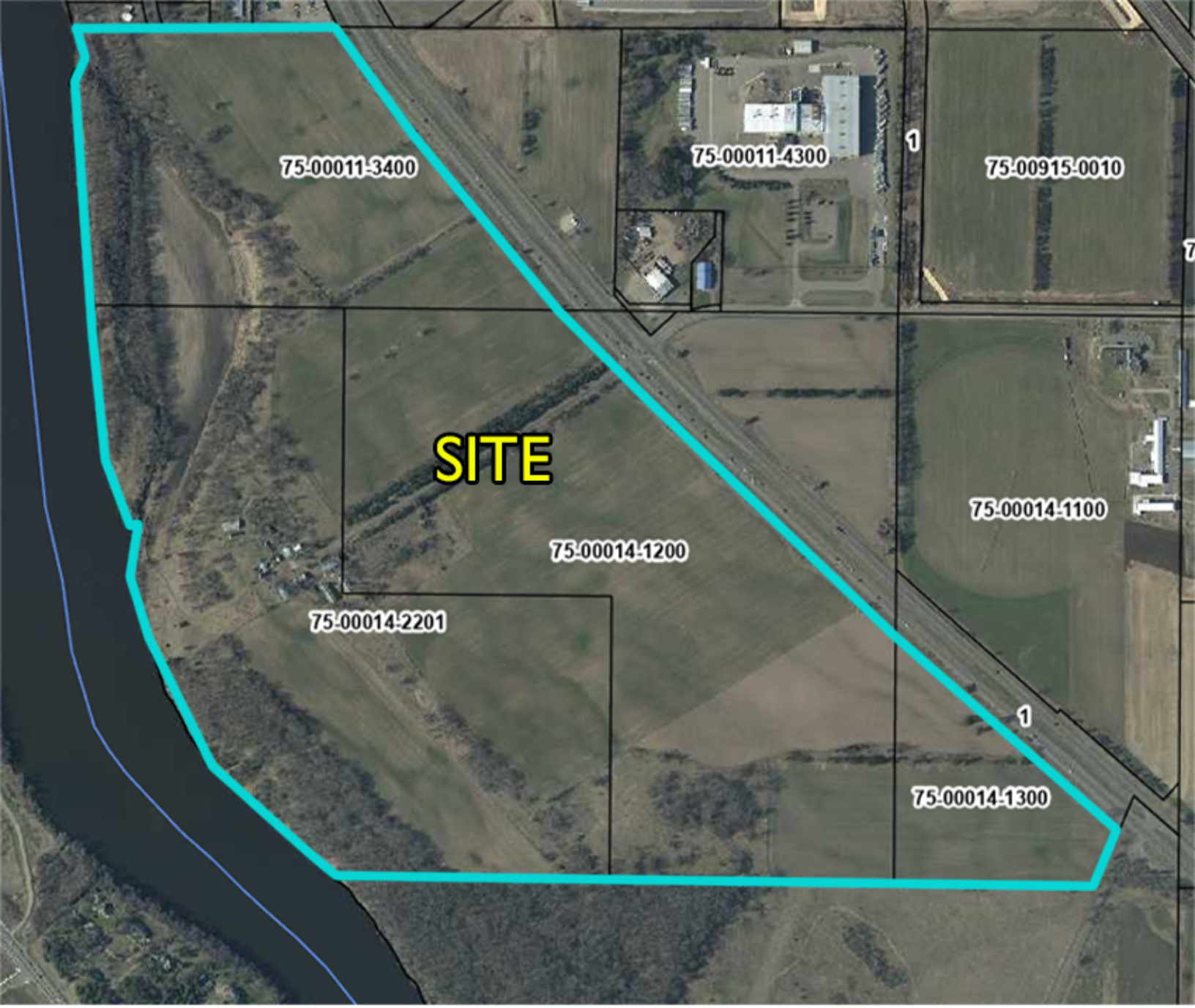
Finally, with the location along the Mississippi River, there is a significant opportunity to connect the community to the river. The concept plan includes a large park below the bluff in the lower elevations and a trail system through the subdivision. The commission should discuss opportunities for open space and trails, and how they should be included in future plan updates. Is there an opportunity to include more access to the river via trails along the bluff, potentially behind proposed homes and limiting development along the entire bluff line? The Park and Recreation Commission will also review this concept in August.

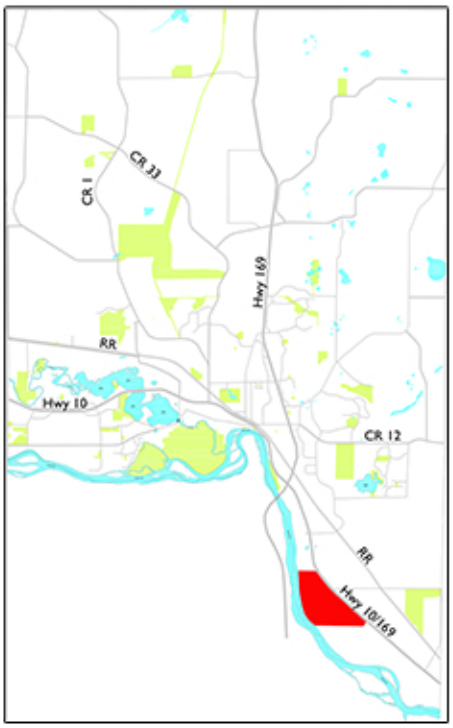
Staff requests the commission discuss the items outlined above and expand their discussion based on developer feedback. The goal of the concept review process is to provide the applicant with informal feedback to guide further development of their project.

Financial Impact
None

Mission/Policy/Goal
Meet changing needs - agile.
Opportunity to live, work, and play.
Responsibly grow.

Attachments
1. Location Map
2. Specht Farm Narrative
3. Project Boundary Exhibit
4. Conceptual Site Plan





Project Location Map

Capstone Homes

Concept Review

Case No: CR 24-05

CAPSTONE
— HOMES —

Mr. Zach Carlton
Community Development Director
City of Elk River
13065 Orono Parkway
Elk River, MN 55330

June 24th, 2024

Mr. Carlton

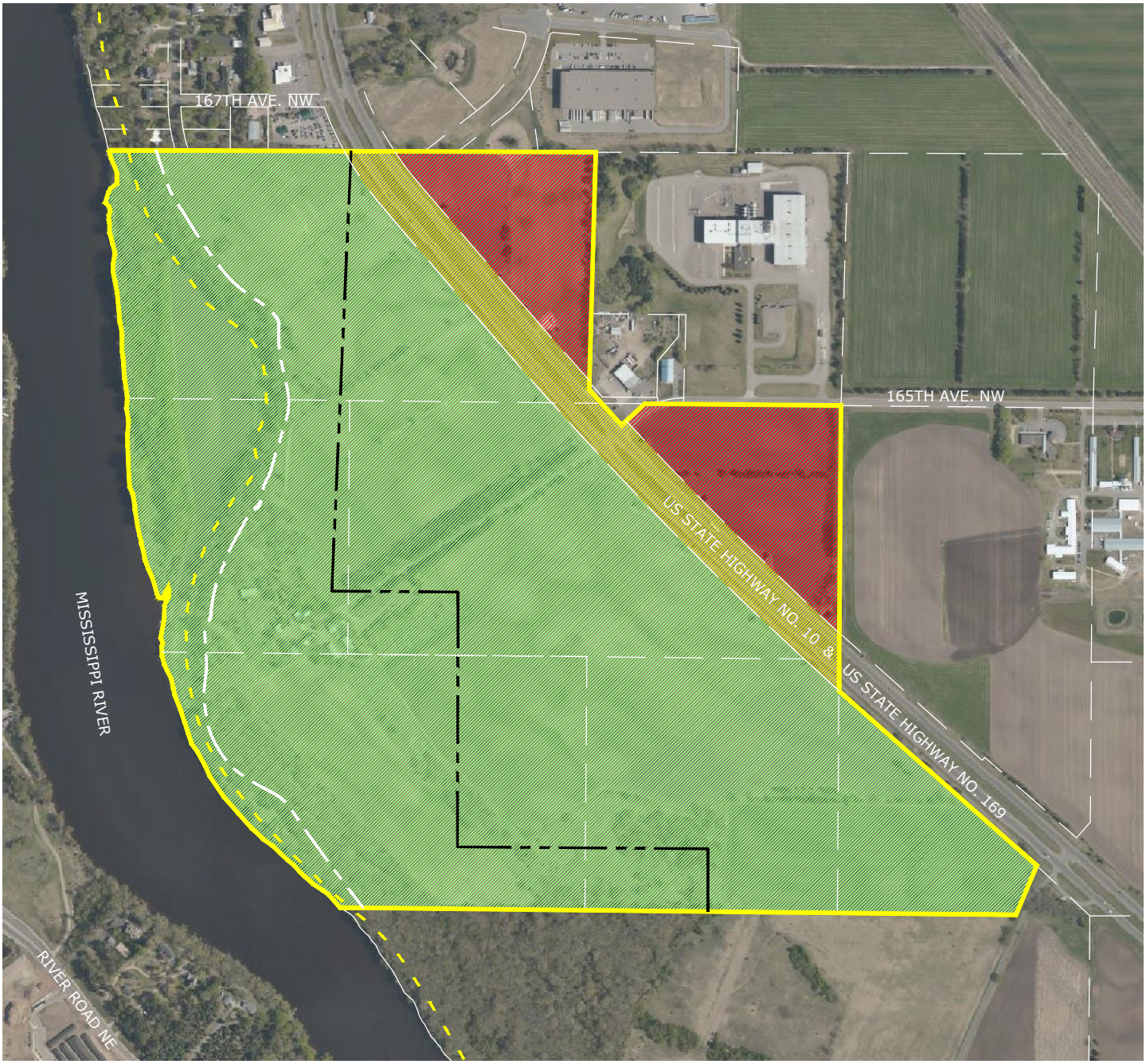
Capstone Homes is presenting for consideration a plan, to develop 250 acres of Mississippi Riverfront, into an exciting new mixed residential community. The Specht Family Farm is located at 16330 US Highway 10, running adjacent to the Mississippi River. The Mississippi River creates extraordinary opportunities as we consider the neighborhood's design.

The City of Elk River adopted an amended Comprehensive Plan update in 2023. In the plan, the Specht Family Farm is guided for a Mixed Residential Neighborhood. As guided by the Comprehensive Plan, this type of neighborhood would primarily consist of a variety of residential homes. Capstone has a diverse house plan mix that will meet this requirement and fill the moderately sized lots. Capstone has begun the process of designing and engineering this site to meet the desired comprehensive plans goals while providing careful consideration of the Mississippi River corridor. During the initial portion of design review, Capstone and our team will be seeking feedback from the city regarding the nature and direction of design for the neighborhood.

Details associated with this Neighborhood development plan will be shared for review by City Staff, Planning Commissioners, and City Council members as we begin the design process. We look forward to meeting with, and seeking feedback at the upcoming Workshop where we will present our initial base plan and a vision for meeting the growing residential needs of Elk River.

Thank you.

Matt Barker
Capstone Homes
14015 Sunfish Lake Blvd, Suite 400
Ramsey, MN 55303
Email: mbarker@capstonehomes-mn.com
Phone: 612-219-8041



SITE DATA

TOTAL SITE AREA ——— ±299.51 AC.

SELLER'S RETAINED PROPERTY ——— ±31.52 AC.

HIGHWAY ROW ——— ±18.57 AC.
(SELLER'S RETAINED PROPERTY)

GROSS AREA TO BE PURCHASED ——— ±249.42 AC.

NET AREA (BUILDABLE ACRES) ——— ±209.82 AC.
(GROSS AREA–FLOODWAY AREA–AREA BELOW BLUFF)
(±249.42 – (±27.19+±12.41)= ±209.82)

LEGEND

WILD SCENIC RIVER DISTRICT

PROPOSED TOP OF BLUFF

SITE BOUNDARY

FLOODWAY

N

0 150 300 600

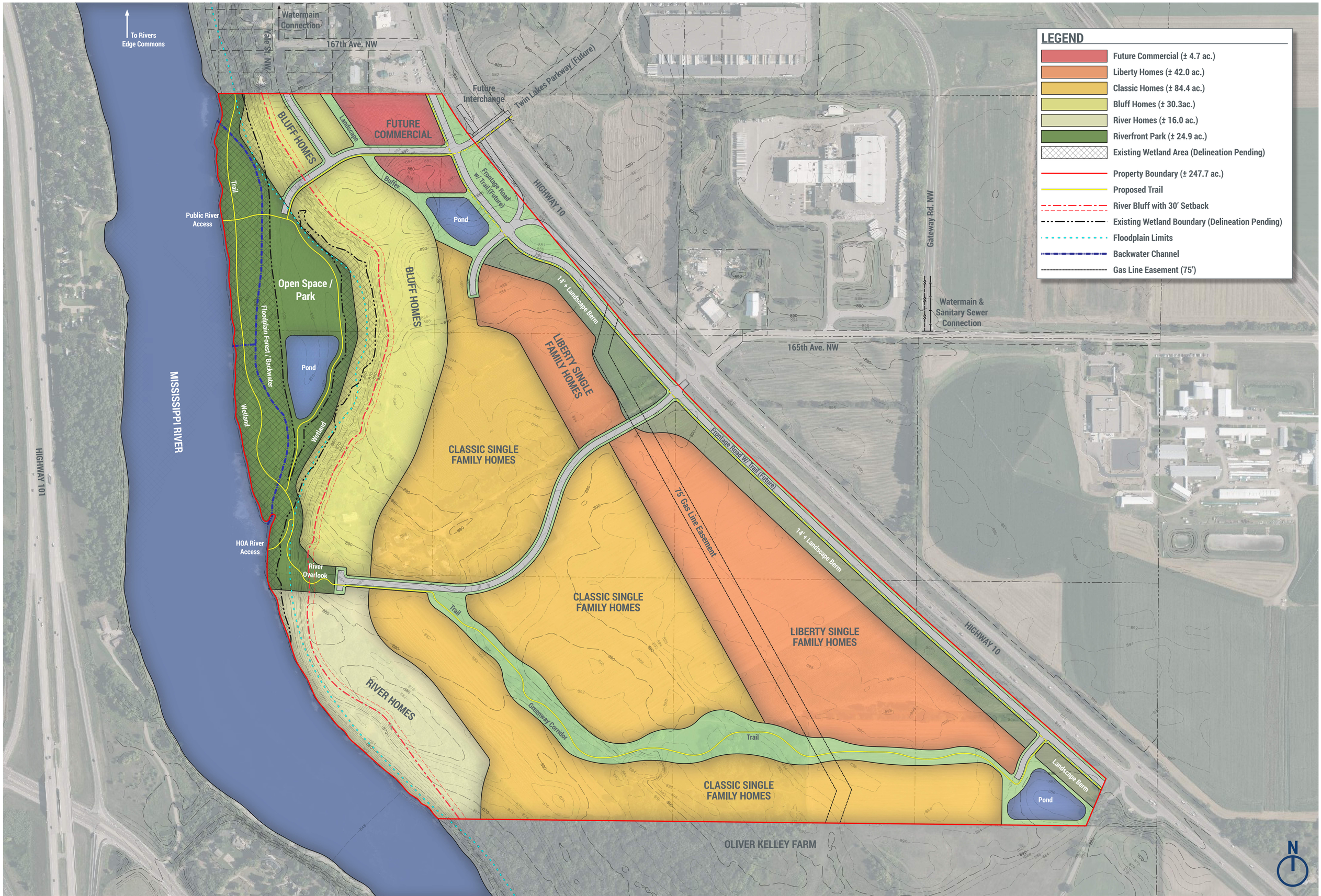
Dated:04/25/2024

CARLSON McCAIN
ENGINEERING \ SURVEYING \ ENVIRONMENTAL

BOUNDARY EXHIBIT of SPECHT FARM
Elk River, Minnesota

CAPSTONE HOMES
14015 Sunfish Lake Blvd.
Suite 400
Ramsey, MN 55303

Save Date: 04/25/24 f:\jobs\9541 - 9560\9556 - specht farm - elk river\cad c3d\survey\layouts\9556_layout 1.dwg



CAPSTONE HOMES

CONCEPTUAL LAND USE PLAN

Specht Farms Preliminary Concept | Elk River, MN | 07/23/24

0 175 350

CARLSON McCAIN