



# Planning Commission

Tuesday, August 26, 2025

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 DRAFT Minutes - July 22, 2025

### 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 Pat Briggs Planned Unit Development (PUD): Two 79-unit Apartment Buildings, Land Use Amendment, Zone Change, and Ordinance Amendment - 17379 Twin Lakes Rd NW

#### 4.2 Preliminary Plat: Prairie Haven, Gavin Hemmer - 13631 192 1/2 Ave NW

#### 4.3 Conditional Use Permit: Motor Vehicle Sales and Repair, Pavel Liashkovich - 15777 Jarvis St NW

### 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.

### 6. COUNCIL LIAISON UPDATES

### 7. MOTION TO ADJOURN



**Meeting of the Planning Commission  
Held at the Elk River City Hall  
Tuesday, July 22, 2025**

**Members Present:** Chair Perry Beise, Commissioner Eric Johnson, Commissioner Robert Rydberg, Commissioner Dennis Booth, Commissioner Dornan Bland, Commissioner Anthony Kaba

**Members Absent:** Councilmember Jennifer Wagner, Commissioner James Zahler

**Staff Present:** Community Development Director Zack Carlton, Senior Planner Chris Leeseberg, and Sr. Administrative Assistant/Recording Secretary Katie Porath

**1. CALL MEETING TO ORDER**

Pursuant to due call and notice thereof, the meeting was called to order at 6:45 p.m.

**2. CONSIDER AGENDA**

**Moved by Commissioner Johnson and seconded by Commissioner Booth to approve the agenda. Motion carried 6-0.**

**3. CONSIDER MINUTES**

**Moved by Commissioner Johnson and seconded by Commissioner Booth to approve the following consent items as outlined in their respective staff reports. Motion carried 6-0.**

3.1 Draft Minutes - June 24, 2025

**4. PUBLIC HEARINGS**

4.1 Conditional Use Permit: Renewable Natural Gas Facility - Elk River Landfill/Waste Management, 22460 Highway 169

Mr. Carlton presented the staff report.

Commissioner Johnson asked if there were any concerns with noise or fumes. Mr. Carlton stated that the location next to the landfill, major roads, and the gravel mine meant that noise and fumes already existed and may not be of concern.

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

Commissioner Rydberg asked if the product would be shipped off-site in a truck. Mr. Carlton stated the product would remain on site until it is pumped through underground pipes.

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**Moved by Commissioner Johnson and seconded by Commissioner Booth to recommend approval of the Conditional Use Permit granting approval of a renewable natural gas processing facility on the Elk River Landfill site, subject to the following conditions:**

- 1. Waste Management must receive all required land use and zoning approvals from Sherburne County for the portion of the operation within their jurisdiction.**
- 2. Approval of the associated variance (V 25-10) granting approval of a zero-foot lot line setback.**
- 3. Any work within MnDOT right-of-way, including underground utility work, will require additional permitting from the state.**
- 4. Utility work within the city's right-of-way requires separate permitting, and is in addition to all commercial building permit requirements. Motion carried 6-0.**

4.2 Interim Use Permit: Residential Occupation - Robert Kendrick, 11473 199th Ave NW

Mr. Leeseberg presented the staff report.

Commissioner Johnson asked if any of the conditions were different from their 2020 application. Mr. Leeseberg stated the conditions were nearly identical.

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

**Moved by Commissioner Johnson and seconded by Commissioner Kaba to recommend approval of the Interim Use Permit with the following conditions:**

- 1. All openings to the accessory structure shall be closed when the business is in operation.**
- 2. There shall be no outdoor storage of any business products or equipment.**
- 3. The building must meet all commercial building requirements.**
- 4. There shall be no customers/retail sales on site.**
- 5. The IUP will expire upon the sale of the property.**

**Motion carried 6-0.**

4.3 Conditional Use Permit: Amending CU 23-02 to allow vehicle repair and storage - Skyline Motors and Collision, 17242 Ulysses St. NW

Mr. Leeseberg presented the staff report. He stated the applicant asked for an adjustment from the packet location map to maintain some open area on the west side. The applicant asked to change the date of compliance with conditions from September 2 to October 15, 2025.

Commissioner Rydberg clarified that the red line indicated the proposed fencing. Mr. Leeseberg confirmed.

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

Commissioner Kaba asked if staff was ok with extending the deadline for conditions from September 2

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to October 15, 2025.

The Commissioner discussed the ramifications of non-compliance. Commissioner Bland was in favor of not granting the permit until there was compliance. Mr. Carlton stated he was hopeful, with new operators, there would be compliance. However, if there was non-compliance, the Council could revoke their CUP.

**Moved by Commissioner Booth and seconded by Commissioner Johnson to recommend approval of the Conditional Use Permit with the following conditions to satisfy the standards set forth in Section 30-654:**

- 1. The Conditional Use Permit shall not be recorded until all conditions have been completed.**
- 2. An amendment to this Conditional Use Permit will be required for future changes/additions not shown on the Staff Site Plan dated 7-22-2025.**
- 3. A code analysis finding building code compliance for the areas approved for use under this CUP shall be prepared by an appropriate registered professional.**
- 4. The number of motor vehicle sales dealers shall be limited to one (1).**
- 5. No more than 5 “for sale” vehicles may be displayed on the subject property.**
- 6. All motor vehicle repairs, body work, or detailing shall only occur inside the building.**
- 7. Exterior doors shall be closed while any motor vehicle repair, body work, or detailing occurs.**
- 8. The damaged vehicle storage area shall be limited to the area identified on the Staff Site Plan dated 7-22-2025.**

**The following conditions must be completed by October 15, 2025:**

- 1. Fencing shall be installed as shown on the Staff Site Plan dated 7-22-2025.**
- 2. The parking lot shall be striped to city requirements for the stalls shown on the Staff Site Plan dated 7-22-2025.**
- 3. Five signs shall be installed indicating “For Sale” vehicles as shown on the Staff Site Plan dated 7-22-2025.**

**Motion carried 6-0.**

4.4 Zone Change: City of Elk River, Business Park (BP) to Highway Commercial (C3)

Mr. Leeseberg presented the staff report.

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

**Moved by Commissioner Johnson and seconded by Commissioner Booth to recommend approval of the proposed zone changes from Business Park (BP) to Highway Commercial (C3) and Single Family Residential (R1c) as shown on the Existing and Proposed exhibit. Motion carried 6-0.**

4.5 Land Use Amendment: City of Elk River Business Park (BP) to Mixed Residential (MR)

Mr. Leeseberg presented the staff report.

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

**Moved by Commissioner Johnson and seconded by Commissioner Booth to recommend approval of the Comprehensive Plan amendment changing the land use from Highway Business to Mixed Residential. Motion carried 6-0.**

5. GENERAL BUSINESS

Mr. Carlton publicly thanked Jennifer Green, Sr. Administrative Assistant, for her work in the Community Development department over the past 8 years.

6. COUNCIL LIAISON UPDATES

There were no Council liaison updates.

7. MOTION TO ADJOURN REGULAR MEETING

**Moved by Commissioner Rydberg and seconded by Commissioner Booth to adjourn the meeting. Motion carried 6-0.**

The meeting adjourned at 7:09 p.m.

Minutes prepared by Katie Porath.

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Perry Beise, Chair

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Tina Allard, City Clerk



# Request for Action

**To**  
Planning Commission

**Item Number**  
4.1

**Meeting Date**  
August 26, 2025

**Prepared By**  
Zack Carlton, Community Development Director

**Item Description**  
Pat Briggs Planned Unit Development (PUD): Two 79-unit Apartment Buildings, Land Use Amendment, Zone Change, and Ordinance Amendment - 17379 Twin Lakes Rd NW

**Reviewed by**  
Chris Leeseberg

### Action Requested

Recommend, by motion, approval of the proposed land use amendment, changing the Comprehensive Plan guidance from Mixed Residential to Multifamily.

Recommend, by motion, approval of the proposed zone change, changing the zoning from FAST (D) to Planned Unit Development (PUD) subject to council approval of the associated land use amendment (LU 25-02) and ordinance amendment (OA 25-08) establishing the PUD standards.

Recommend, by motion, approval of an ordinance outlining the development standards for a residential Planned Unit Development, subject to the following conditions.

1. City Council approval of zone change (ZC 25- 02)
2. Address all comments noted in the comment letter dated August 20, 2025.
3. Submit full landscape plans demonstrating compliance with city codes.
4. Staff approval of all submitted plans (site, engineering, architectural, etc.)
5. The applicant must prepare and record a perpetual ingress/egress easement to the benefit of the two single-family homes east of the subject site. This easement must also include all necessary utility access rights for both of these parcels.

### Background/Discussion

The applicant, Pat Briggs, has requested approval of a series of applications to support the development of a multifamily project consisting of two 79-unit apartment buildings. Proposed as a PUD, the project requires approval of a land use amendment to update the guidance for the property from Mixed Residential to Multifamily, a zone change updating the zoning of the property to PUD, and an ordinance amendment establishing the PUD standards and memorializing the project within the city code.

### Site Plan

Plans show two 4-story apartment buildings with associated parking and stormwater features. The one driveway accesses Twin Lakes Road and also serves as an access point for the two existing single-family homes east of the subject site. A condition that the access rights for the two parcels to the east be memorialized in a perpetual ingress/egress easement is included.

### The Elk River Vision

*A welcoming community with revolutionary and spirited resourcefulness, exceptional service, and community engagement that encourages and inspires prosperity*



If access from southbound Twin Lakes Road is to be maintained, the developer will need to improve the temporary access to include a dedicated turn-lane. If this access is not improved, the temporary access will need to be removed.

There are two existing wetlands on the property, and the developer has proposed filling one of the wetlands. This action will require an additional approval from the state before building permits will be issued. An approval letter will be required as part of future building permit applications. The southern building encroaches into the wetland setback/buffer. The area outside of the impervious impacts to the buffer will need to be left as unmaintained vegetation.

### **Building Plans**

Submitted plans show an apartment building with four-stories of residential units and one floor of parking. The majority of units within each building are designated as efficiency units. The commission should discuss this distribution and make a recommendation whether the mix is appropriate.

The developer has submitted conceptual graphics of the building's exterior. Architecturally prepared building elevations identifying building materials, colors, and the percentage of each material must be submitted for review.

Plans request a reduction in the parking requirements for the use. Ordinance requires 2.5 parking stalls per residential unit, a total of 395 stalls. Additionally, one covered stall per unit is required, a total of 158. Plans identify 258 total stalls, with 124 covered stalls for a parking ration of 1.63 stalls/unit. The city has traditionally supported reduced parking requests at 2 stalls per unit subject to proof of parking availability should parking concerns arise. The site has little space for proof of parking, and the requested ratio is below what has been approved in the past. The developer notes that parking demands should be reduced due to the number of efficiency units. The PUD process can be used to approve this deviation, and the Planning Commission should discuss this request in greater detail.

### **City Services**

The new buildings will connect to city services. Submitted plans did not detail these connections and updated plans will need to be submitted and approved by Elk River Municipal Utilities and the city engineer.

### **Comprehensive Plan**

The proposed amendment to the land use plan will update the guidance for the subject property from mixed residential to multifamily. The property is adjacent to two existing apartment developments and will be compatible with surrounding land uses.

### **Zone Change**

The proposed zoning amendment supports the residential PUD proposal. The zone change to PUD can be approved after the land use amendment has been adopted.

### **Ordinance Amendment**

The city uses an ordinance amendment process to memorialize the standards of the PUD. The ordinance will describe the permitted uses, architectural standards, setbacks, and site plan. All future permits will be evaluated against the approved PUD standards. Staff will guide the commission through a discussion regarding the various PUD deviations and request separate recommendations on each item. The commission will then have an opportunity to recommend moving the plans forward for council consideration or request updated plans from the developer.

### **Financial Impact**

None

**Mission/Policy/Goal**

Opportunity to live, work, and play.

**Attachments**

1. Location Map
2. Applicant's Narrative
3. Civil Plans dated July 17, 2025
4. \_Floor Plans and Architectural Concept
5. Comment Letter dated August 8, 2025
6. 4.1 Briggs Apartment



# Project Location Map

Pat Briggs

Land Use Amendment - LU 25-02  
Zone Change - ZC 25-02



Two phases of a 4 Story 80 Unit Market Rate Apartment Building including covered parking. Consisting of 85% Studio units for Individuals seeking affordable housing options to work and play and access public transportation within Biking & walking distances to Industrial/Office and the retail sector on the East Side of 169.

# BRIGGS ER PLAT

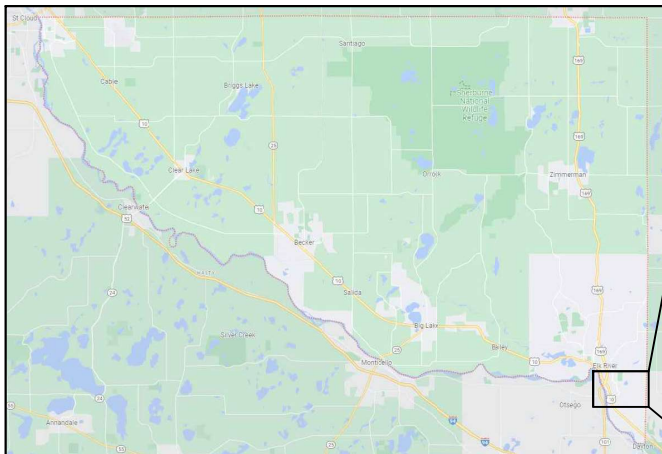
## PAT BRIGGS

17379 TWIN LAKES ROAD NW  
CITY OF ELK RIVER, SHERBURNE COUNTY, MN  
JULY 2025  
PRELIMINARY PLANS

**CIVIL & SURVEY PLANS PREPARED BY:**



Civil Plans	
Sheet Number	Sheet Title
	Cover
C1	Demolition Plan
C2	Site Plan
C3	Grading Plan
C4	Utility Plan
C5	Erosion Control Plan
C6	SWPPP Narrative
C7	Details
C8	Details
C9	Details
C10	Details



**SHERBURNE COUNTY, MINNESOTA**

**PROJECT LOCATION**



**VICINITY MAP**

REV NO.	DATE	DESCRIPTION

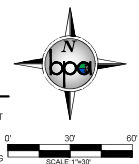
PRIVATE UTILITIES SHOWN ARE QUALITY LEVEL C.  
QUALITY LEVEL D PROVIDES THE MOST BASIC LEVEL OF INFORMATION. IT INVOLVES COLLECTING DATA FROM EXISTING UTILITY RECORDS. RECORDS MAY INCLUDE AS-BUILT DRAWINGS, DISTRIBUTION AND SERVICES MAPS, EXISTING GEOGRAPHIC INFORMATION SYSTEM/DATABASES, CONSTRUCTION PLANS, ETC.





**LEGEND:**

- PROPOSED ASPHALT PAVEMENT
- PROPOSED GRAVEL SURFACING
- PROPOSED CONCRETE PAVEMENT
- PROPOSED TURF ESTABLISHMENT
- CONCRETE CURB AND GUTTER - B612
- PROPOSED SIGN



**SITE PLAN NOTES:**

1. PAINTED PAVEMENT MARKING DIMENSIONS ARE SHOWN TO FACE OF CURB. ALL OTHER DIMENSIONS ARE SHOWN TO BACK OF CURB.
2. ALL CONCRETE RAMPS, SIDEWALKS AND ACCESSIBLE HANDICAPPED PARKING STALLS TO CONFORM TO CURRENT A.D.A. REQUIREMENTS.
3. CONTRACTOR SHALL FIELD VERIFY HORIZONTAL AND VERTICAL LOCATION OF EXISTING UTILITIES PRIOR TO START OF CONSTRUCTION.
4. CONTRACTOR SHALL INSTALL EROSION CONTROL MEASURES PRIOR TO THE START OF CONSTRUCTION.
5. CONSTRUCTION SHALL BE IN ACCORDANCE WITH APPLICABLE CITY, COUNTY AND STATE REGULATIONS.
6. SITE SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE PLANS APPROVED BY THE CITY.
7. LANDSCAPING AND TURF ESTABLISHMENT PER LANDSCAPE PLANS & SPECIFICATIONS.
8. ALL DISTURBED AREAS OUTSIDE THE BUILDING PAD WHICH ARE NOT DESIGNATED TO BE PAVED OR RECEIVE AGULME, SHALL RECEIVE AT LEAST 6" OF TOPSOIL AND SHALL BE SEEDED OR SOODED. REFER TO THE EROSION CONTROL PLAN FOR SOO AND SEED LOCATIONS. ALL OTHER AREAS DISTURBED BY CONSTRUCTION NOT SPECIFICALLY IDENTIFIED TO RECEIVE A CERTAIN SEED MIX SHALL BE MIXED WITH SEED MIX 25-151.
9. WHERE NEW SOO MEETS EXISTING SOO, EXISTING SOO EDGE SHALL BE CUT TO ALLOW FOR A CONSISTENT, UNIFORM STRAIGHT EDGE, JAGGED OR UNEVEN EDGES WILL NOT BE ACCEPTABLE. REMOVE TOPSOIL AT JOINT BETWEEN EXISTING AND NEW AS REQUIRED TO ALLOW NEW SOO SURFACE TO BE FLUSH WITH EXISTING.

**SITE PLAN INFORMATION:**

**PARCEL AREA:**  
 • 2.50 ACRES ±

**PROPOSED ZONING:**  
 • P.U.D. DISTRICT

**PRINCIPAL STRUCTURE SETBACKS:**  
 • FRONT: 35'  
 • SIDE: 10'  
 • REAR: 20'

**PARKING SETBACKS:**  
 • FRONT SETBACK FOR PARKING: XX'  
 • SIDE SETBACK FOR PARKING: XX'  
 • REAR SETBACK FOR PARKING: XX'

**SITE DATA**

	EXISTING	PROPOSED
PAVEMENT AREA	XXXXX SF	XXXXX SF
BUILDING AREA	XXXXX SF	XXXXX SF
PERVIOUS AREA	XXXXX SF	XXXXX SF
TOTAL AREA	XXXXX SF	XXXXX SF

**PARKING REQUIREMENTS:**

- MINIMUM PARKING STALL DIMENSIONS 20' X 9' (90° PARKING)
- TOTAL STALLS PROVIDED: 258
- TOTAL INDOOR STALLS: 124 (62 BLD. A / 62 BLD. B)
- TOTAL OUTDOOR STALLS: 134 (62 BLD. A / 62 BLD. B)
- TOTAL ADA STALLS PROVIDED: 8 (6 VAN ACCESSIBLE)
- TOTAL ADA STALLS REQUIRED: 8 (6 VAN ACCESSIBLE REQUIRED)

REV. NO.	DATE	DESCRIPTION

NOT FOR CONSTRUCTION

**BOGART, PEDERSON & ASSOCIATES, INC.**  
 LAND SURVEYING  
 CIVIL ENGINEERING  
 ENVIRONMENTAL SERVICES  
 10015 FIRST STREET, BECKER, MN 55008-9032  
 TEL: 763-265-6272 FAX: 763-265-6284

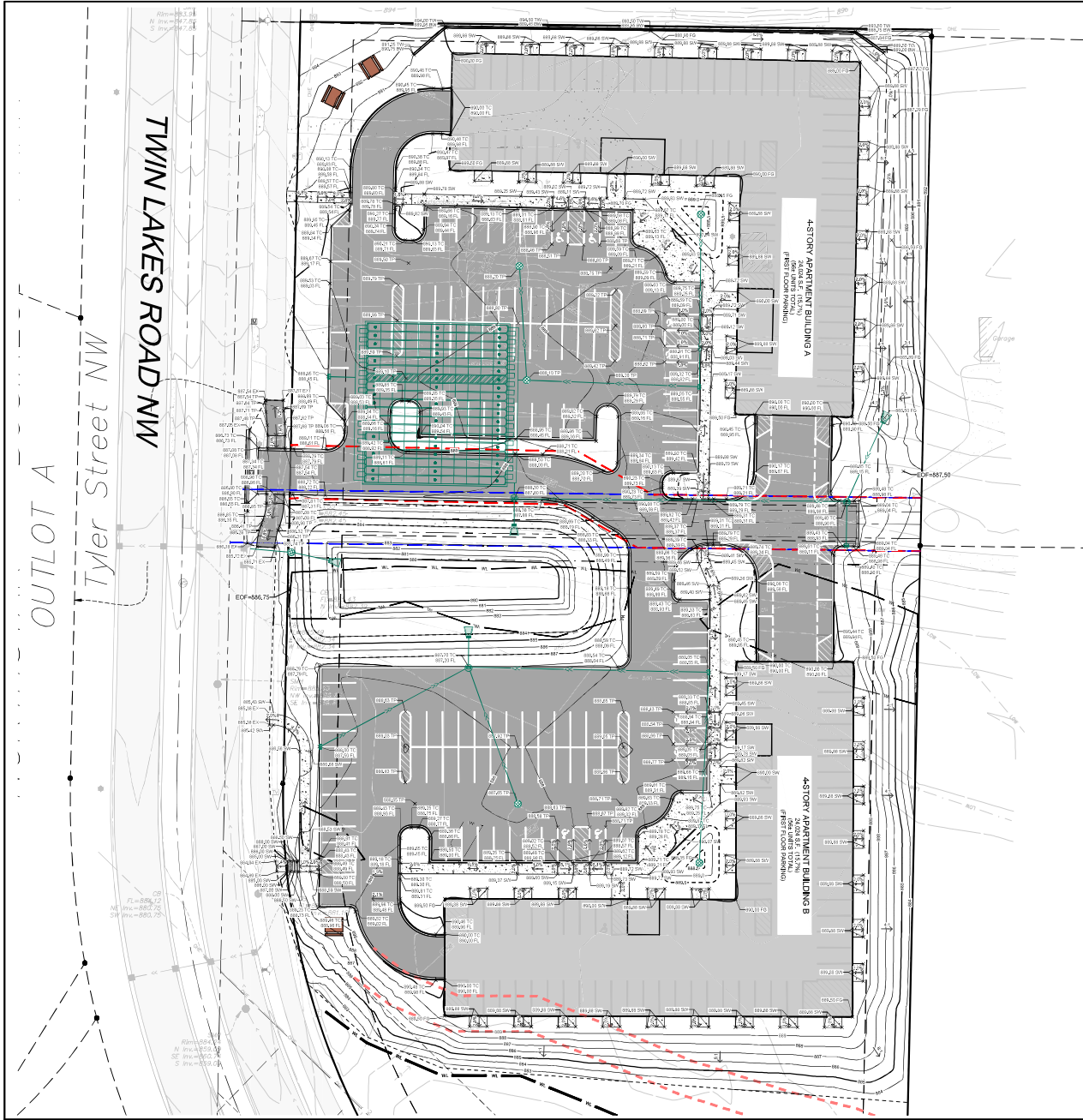
**SITE NAME**  
 City of Elk River, Sherburne County, MN

**SITE PLAN**

SHEET NO.

CALL 48 HOURS BEFORE DIGGING:  
**GOPHER STATE ONE CALL**  
 TWIN CITY AREA 651-454-0002  
 MINNESOTA TOLL FREE 1-800-252-1166

**C2**



**LEGEND:**

- PROPOSED RIP RAP
- NEW TOP-BACK OF CURB ELEVATION
- NEW FLOW LINE OF CURB ELEVATION
- NEW SIDEWALK ELEVATION
- NEW TOP OF PAVEMENT ELEVATION
- NEW TOP OF GRAVEL ELEVATION
- NEW FINISHED GRADE ELEVATION
- EXISTING ELEVATION
- PROPOSED CONTOUR
- PROPOSED SLOPE
- EMERGENCY OVERTFLOW



**GRADING GENERAL NOTES:**

1. THE CONTRACTOR SHALL NOTE ANY DISCREPANCIES BETWEEN EXISTING CONDITIONS IN THE FIELD REPRESENTED WITHIN THE PLANS AS SHOWN AND ALERT THE ENGINEER BEFORE BIDDING THE PROJECT AND BEGINNING CONSTRUCTION.
2. CONTRACTOR SHALL LOCATE AND VERIFY ALL UTILITIES WHICH MAY AFFECT THIS WORK AND NOTIFY THE OWNER OF ANY CHANGES. CONTACT LOCAL UTILITY COMPANIES FOR EXACT LOCATIONS PRIOR TO BIDDING THE PROJECT AND COMMENCING WORK.
3. CONTRACTOR SHALL TAKE NECESSARY PRECAUTIONS TO PREVENT SILT AND DEBRIS RUN-OFF DURING GRADING OPERATIONS (IE, SILT FENCE, STRAW BALES, ETC.).
4. CONTRACTOR SHALL VERIFY CRITICAL ELEVATIONS TO ENSURE CONFORMANCE WITH GRADING PLAN, PARTICULARLY WITH EXISTING STRUCTURES AND/OR PAVEMENTS TO REMAIN. MEET EXISTING GRADES ALONG STREETS, PROPERTY LINES, AND DRIVEWAY ENTRANCES. RESTORE ALL PAVEMENTS THAT REMAIN TO THEIR ORIGINAL, IF NOT BETTER CONDITION. NOTIFY OWNER OF ANY CONFLICTS PRIOR TO BIDDING THE PROJECT.
5. TURF ESTABLISHMENT AREAS SHALL RECEIVE MINIMUM OF 4" DEPTH AS MEASURED IN PLACE OF TOPSOIL. TOPSOIL SHALL BE FURNISHED AND INSTALLED BY THE CONTRACTOR. ALL GRADED SLOPES GREATER THAN OR EQUAL TO 5:1 SHALL BE HYDROSEDED, EROSION CONTROL BLANKETED, OR MULCHED TO HELP STABILIZE THE SLOPES BY GENERAL CONTRACTOR.
6. PROPOSED SPOT ELEVATIONS ARE TO THE TOP OF CURB UNLESS NOTED OTHERWISE. ELEVATION OF FLOW LINE IS 8" BELOW TOP OF CURB UNLESS OTHERWISE SHOWN.
7. CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR DETERMINING QUANTITIES OF CUT, FILL AND WASTE MATERIALS TO BE HANDLED, AND FOR AMOUNT OF GRADING TO BE DONE IN ORDER TO COMPLETELY PERFORM ALL WORK INDICATED ON THE DRAWINGS. IMPORT SUITABLE MATERIAL AND EXPORT UNSUITABLE EXCESS WASTE MATERIAL AS REQUIRED. ALL COSTS ASSOCIATED WITH IMPORTING AND EXPORTING MATERIALS SHALL BE INCIDENTAL TO THE CONTRACT.
8. IT IS INTENDED THAT EARTHWORK (CUT VS. FILL) BALANCE ON SITE. THE CONTRACTOR SHALL SUBMIT THE QUANTITY OF MATERIAL AND AMOUNT OF ANTICIPATED GRADE ADJUSTMENT FOR REVIEW BY THE ENGINEER A MINIMUM OF FOUR WEEKS PRIOR TO MAKING ADJUSTMENTS. ALL GRADE ADJUSTMENTS MUST BE APPROVED BY THE ENGINEER. NO ADDITIONAL COMPENSATION SHALL BE ALLOWED FOR WORK ASSOCIATED WITH GRADING ADJUSTMENTS, INCLUDING, BUT NOT LIMITED TO, EARTHWORK OPERATIONS, STORM SEWER PIPING AND STRUCTURE ADJUSTMENTS. CONSTRUCTION SUPERVISING FOR ADJUSTING FEATURE LOCATIONS ACCORDINGLY, SILT FENCE, ETC.
9. FAILURE OF TURF DEVELOPMENT. IN THE EVENT THE CONTRACTOR FAILS TO PROVIDE AN ACCEPTABLE TURF, THE CONTRACTOR SHALL RE-SEED OR RE-SCD ALL APPLICABLE AREAS AT NO ADDITIONAL COST TO THE OWNER, TO THE SATISFACTION OF THE ENGINEER.
10. ANY MANHOLE, CATCH BASIN, STORM SEWER, SANITARY SEWER, DRAIN TILE, OR OTHER POTENTIAL SOURCE FOR CONTAMINATION SHALL BE INSTALLED AT LEAST 10 FEET HORIZONTALLY FROM ANY WATERMAIN PER MINNESOTA PLUMBING CODE. THIS ISOLATION DISTANCE SHALL BE MEASURED FROM THE OUTER EDGE OF THE PIPE TO THE OUTER EDGE OF THE CONTAMINATION SOURCE (OUTER EDGE OF STRUCTURES OR PIPING OR SIMILAR).
11. CONTRACTOR SHALL MAINTAIN DRAINAGE FROM EXISTING BUILDING AT ALL TIMES. PROVIDE TEMPORARY STORM SEWER INCLUDING, BUT NOT LIMITED TO, CATCH BASINS, MANHOLES, PIPING, ETC.) AS REQUIRED. EXISTING STORM SEWER SHALL NOT BE REMOVED UNTIL TEMPORARY OR PERMANENT STORM SEWER IS INSTALLED AND FUNCTIONAL. COORDINATE ALL REMOVALS WITH APPROPRIATE TRADES (SITE UTILITY CONTRACTOR, MECHANICAL CONTRACTOR, ETC.) AS REQUIRED.

REV. NO.	DATE	DESCRIPTION

DATE: 08/22/22	DESIGN BY: JAM	CHECKED BY: JGD	FILE NO.: 240209.00

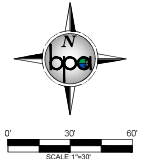
NOT FOR CONSTRUCTION

<p><b>BOGART, PEDERSON &amp; ASSOCIATES, INC.</b></p> <p>LAND SURVEYING ENGINEERING ENVIRONMENTAL SERVICES</p> <p>10017 FIRST STREET, BECKER, MN 55004-8422 TEL: 763-282-7222 FAX: 763-282-8484</p>	<p><b>SITE NAME</b></p> <p>City of Elk River, Sherburne County, MN</p>
<p><b>GRADING PLAN</b></p>	
<p>SHEET NO.</p> <p style="font-size: 2em; font-weight: bold;">C3</p>	



**LEGEND:**

- PROPOSED STORM SEWER
- PROPOSED WATER LINE
- PROPOSED SANITARY SEWER
- PROPOSED FITTING
- PROPOSED WATER SERVICE
- PROPOSED SANITARY SERVICE
- PROPOSED SANITARY MANHOLE
- PROPOSED FLARED END SECTION
- PROPOSED STORM MANHOLE
- PROPOSED CATCH BASIN
- PROPOSED GATE VALVE & BOX
- PROPOSED HYDRANT
- PROPOSED CLEANOUT
- PROPOSED RFP RAP



**UTILITY GENERAL NOTES:**

1. CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL UTILITY RELOCATIONS.
  2. CONTRACTOR SHALL LOCATE AND VERIFY ALL UTILITIES WHICH MAY AFFECT THIS WORK AND NOTIFY OWNER OF ANY CHANGES. CONTACT LOCAL UTILITY COMPANIES FOR EXACT LOCATIONS PRIOR TO BIDDING THE PROJECT AND COMMENCING WORK.
  3. CONTRACTOR SHALL VERIFY CRITICAL ELEVATIONS TO ENSURE CONFORMANCE WITH GRADING PLAN AND EXISTING UTILITIES, PARTICULARLY WITH EXISTING STRUCTURES AND/OR PAVEMENTS TO REMAIN.
  4. THE CONTRACTOR SHALL NOTE ANY DISCREPANCIES BETWEEN EXISTING CONDITIONS AS EXISTING IN THE FIELD AND AS REPRESENTED WITHIN THE PLANS AS SHOWN AND ALERT THE ENGINEER BEFORE BIDDING THE PROJECT AND BEGINNING CONSTRUCTION.
- WATER:**
5. WATER LINE TO MINIMUM 8.0 FEET DEPTH.
  6. ALL WATER LINES 4" OR GREATER SHALL CONFORM TO AWWA C900 OR GRADE PE-3408 OR GRADE PE-10 PIPE AND SHALL BE RATED FOR 200 PSI. ALL WATER LINES LESS THAN 4" SHALL CONFORM TO AWWA C901 SDR 7 (HOPE WATER LINE) OR TYPE K COPPER PIPE.
  7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING TWO CONSECUTIVE PASSING BACTERIOLOGICAL TESTS FROM THIS PROPOSED WATER SERVICE.
  8. CORPORATION STOP SHALL BE FORD MODEL # FB100-H4DR7AL OR A.Y. MCDONALD MODEL # 74701B-33.
  9. TAPPING SADDLE SHALL BE FORD MODEL # FS323 OR A.Y. MCDONALD # 372.
  10. CURB STOP SHALL BE FORD MODEL # B65-66M-DR7AL.
  11. CURB BOX SHALL BE FORD MODEL # EM2-80-06 OR A.Y. MCDONALD # 8614.
  12. FOR WATER SERVICE LINES #12 AWG SOLID COPPER CLAD STEEL (CCS) WIRE WITH 30 MIL HIGH DENSITY POLYETHYLENE (HDPE) INSULATING JACKET, COLOR BLUE.
- SEWER:**
1. VERIFY INVERT ELEVATIONS OF EXISTING SANITARY LINE AT POINT OF CONNECTION WITH NEW SANITARY LINE PRIOR TO INSTALLING ANY NEW UTILITIES.
  2. ALL CROSSING ELEVATIONS OF NEW UTILITIES & SIZES OF THE EXISTING UTILITIES ARE BASED ON ASSUMED ELEVATIONS AND SIZES PROVIDED BY THE SURVEY.
  3. ALL STORM SEWER AND SANITARY SEWER SHALL MEET ASTM STANDARDS AS DESCRIBED.
    - 3.1. WHEN PIPE IS PLACED 10 FEET OR GREATER FROM ANY BUILDING, MANHOLE, POTABLE WATER LINE, OR OTHER PIPE LINE, IT SHALL BE SDR-35 PVC, OR EQUAL. THIS PIPE SHALL MEET OR EXCEED ASTM 2729.
    - 3.2. WHEN PIPE IS PLACED LESS THAN 10 FEET FROM ANY BUILDING, MANHOLE, POTABLE WATER LINE, OR OTHER PIPE LINE, IT SHALL BE SCHEDULE 40 PVC, OR EQUAL. THIS PIPE SHALL MEET OR EXCEED ASTM D1785 AND D2665.
    - 3.3. ALL JOINTS SHALL BE SOLVENT WELDED JOINTS AND USE ASTM F666 PURPLE PRIMER AND ASTM D2664 CEMENT.
  4. ALL STORM SEWER PIPE OVER 18" IN DIAMETER SHALL BE RCP, CLASS III (MIN.) WITH FLEXIBLE WATER TIGHT JOINTS IN ACCORDANCE WITH ASTM C-381 OR PVC PIPE (ASTM D2034, SDR 35) INSTALLED IN ACCORDANCE WITH ASTM D2321, UNLESS OTHERWISE NOTED.
  5. FLEXIBLE JOINTS AT STORM SEWER PIPE CONNECTIONS TO STRUCTURES:
    - 5.1. IN ACCORDANCE WITH MINNESOTA PLUMBING CODE, PROVIDE FLEXIBLE JOINTS AT ALL PIPE CONNECTIONS TO ALL STORM SEWER STRUCTURES.
    - 5.2. ACCEPTABLE MANUFACTURERS / PRODUCTS
    - 5.3. FENICO, CONCRETE MANHOLE ADAPTOR OR "LARGE-DIAMETER WATERSTOPS"
    - 5.4. PRESS-SEAL, WATERSTOP GROUTING RINGS OR APPROVED ALIKE.
  6. THE APPLICANT SHALL BE RESPONSIBLE FOR REPLACING ANY CONCRETE PAVEMENT WHICH IS DAMAGED OR REMOVED AS A RESULT OF THE PROPOSED WATER, SANITARY, STORM SEWER SERVICE INSTALLATION.
  7. IF DEWATERING IS REQUIRED FOR THIS PROJECT, THE PUMP DISCHARGE SHALL BE TREATED PRIOR TO BEING DISCHARGED OFF-SITE OR INTO A SURFACE WATER. THE DISCHARGE SHALL BE VISUALLY CHECKED TO ENSURE THAT IT IS VISIBLY CLEAN WATER. NO DEWATERING IS EXPECTED FOR THIS SITE DUE TO SANDY SOIL CONDITIONS.
  8. ALL EXISTING CASTINGS FOR SANITARY SEWER AND STORM STRUCTURES WITHIN PROPOSED WORK AREAS THAT ARE WITHIN THE CITY RIGHT OF WAY SHALL BE REPLACED IN KIND.
  9. CONTRACTOR SHALL PROVIDE TEMPORARY TRAFFIC CONTROL PLAN FOR UTILITY INSTALLATION. TRAFFIC CONTROL SHALL BE INSTALLED PRIOR TO PAVEMENT REMOVAL AND REMOVED AFTER REPLACEMENT OF PAVEMENT IS COMPLETED.
  10. CONTRACTOR SHALL CONFIRM FINAL ROOF DRAIN LOCATIONS SHOWN MATCH ARCHITECTURAL MEP DRAWINGS.
  11. ALL MANHOLES, CATCH BASINS, STORM SEWER PIPES, SANITARY SEWER PIPES, DRANTILE, AND OTHER POTENTIAL SOURCE FOR CONTAMINATION SHALL BE INSTALLED AT LEAST 10 FEET HORIZONTALLY FROM ANY WATERMAN PER SECTION 609.1, MINNESOTA PLUMBING CODE. THIS ISOLATION DISTANCE SHALL BE MEASURED FROM THE OUTER EDGE OF THE PIPE TO THE OUTER EDGE OF THE CONTAMINATION SOURCE (OUTER EDGE OF STRUCTURES OR PIPING OR SIMILAR).
  12. CONTRACTOR SHALL MAINTAIN DRAINAGE FROM EXISTING BUILDING AT ALL TIMES. PROVIDE TEMPORARY STORM SEWER (INCLUDING, BUT NOT LIMITED TO, CATCH BASINS, MANHOLES, PIPING, ETC.) AS REQUIRED. EXISTING STORM SEWER SHALL NOT BE REMOVED UNTIL TEMPORARY OR PERMANENT STORM SEWER IS INSTALLED AND FUNCTIONAL. COORDINATE ALL REMOVALS WITH APPROPRIATE TRADES (SITE UTILITY CONTRACTOR, MECHANICAL CONTRACTOR, ETC.) AS REQUIRED.

	DESCRIPTION	DATE	REV. NO.	DATE	DESCRIPTION
DATE: 05/22/25	DESIGN BY: JAM	DATE: 05/22/25	REV. NO. 1	DATE: 05/22/25	DESCRIPTION: NOT FOR CONSTRUCTION
DRAWN BY: DML	CHECKED BY: GDB	DATE: 05/22/25	REV. NO. 2	DATE: 05/22/25	DESCRIPTION: NOT FOR CONSTRUCTION
FILE NO.: 240209.00	UTILITY: UTILITY	DATE: 05/22/25	REV. NO. 3	DATE: 05/22/25	DESCRIPTION: NOT FOR CONSTRUCTION
FILE NO.: 240209.00	UTILITY: UTILITY	DATE: 05/22/25	REV. NO. 4	DATE: 05/22/25	DESCRIPTION: NOT FOR CONSTRUCTION

**BOGART, PEDERSON & ASSOCIATES, INC.**  
 LAND SURVEYING  
 CIVIL ENGINEERING  
 ENVIRONMENTAL SERVICES  
 1070 FIRST STREET, BECKER, MN 55004-9432  
 TEL: 763-282-5848 FAX: 763-282-5844

<b>SITE NAME</b>	<b>UTILITY PLAN</b>
City of Elk River, Sherburne County, MN	
<b>SHEET NO.</b>	<b>C4</b>



**STORM WATER POLLUTION PREVENTION PLAN NARRATIVE:**

**GENERAL INFORMATION**

THIS STORMWATER POLLUTION PREVENTION PLAN IS PREPARED IN ACCORDANCE TO THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT NO. MN 1000001 FOR STORMWATER DISCHARGE FROM THE CONSTRUCTION ACTIVITY.  
 PROJECT NAME: BRIGGS ER FLAT  
 LOCATION: 1378 TWIN LAKES RD NW, ELK RIVER, MN 55330  
 SHERBURN COUNTY  
 LATA LONG: 45.29647405, 94.1425

**DESCRIPTION OF CONSTRUCTION ACTIVITY**

DEVELOPMENT CONSISTS OF BUILDING CONSTRUCTION, STORMWATER BASIN CONSTRUCTION, PAVING, GRAVING, UTILITY INSTALLATION, AND TURF ESTABLISHMENT.

**PROJECT CONTACTS**

PAT BRIGGS AND THE CONTRACTOR ARE RESPONSIBLE FOR IMPLEMENTATION OF THE SWPPP AND THE INSTALLATION, INSPECTION AND MAINTENANCE OF THE EROSION PREVENTION AND SEDIMENT CONTROL BMP'S BEFORE AND DURING CONSTRUCTION.

**SWPPP PREPARATION**

SWPPP PREPARER: DYLAN LANNES  
 SOCGART, PETERSON & ASSOCIATES  
 ENGINEERS AND SUPPLY DESIGNER (E&S) 2025  
 1378 FIRST STREET  
 BECKER, MN 55309  
 TELEPHONE: 763-262-4022  
 EMAIL: DLANNES@SOCGART-PETERSON.COM  
 OWNER: PAT BRIGGS  
 ADDRESS: P.O. BOX 718, BIG LAKE, MN 55309  
 TELEPHONE: 656-555-6556  
 EMAIL: PAT@BRIGGSCOMPANIES.COM

**CONTRACTOR TO BE FILLED OUT BY THE CONTRACTOR**

BUSINESS NAME: \_\_\_\_\_  
 MAILING ADDRESS: \_\_\_\_\_  
 CITY: \_\_\_\_\_  
 STATE: \_\_\_\_\_  
 ZIP: \_\_\_\_\_  
 CONTACT NAME: \_\_\_\_\_  
 MAILING ADDRESS: \_\_\_\_\_  
 CITY: \_\_\_\_\_  
 STATE: \_\_\_\_\_  
 ZIP: \_\_\_\_\_

**ESTIMATED DATES OF CONSTRUCTION**

START DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ (TO BE FILLED IN BY CONTRACTOR)  
 COMPLETION DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ (TO BE FILLED IN BY CONTRACTOR)

**PERMANENT STORMWATER DESIGN CALCULATIONS**

SEE THE STORM WATER MANAGEMENT REPORT FOR MORE INFORMATION. CONTACT BOGART, PETERSON & ASSOCIATES FOR CURRENT, PROPOSED FLOW RATES LIMITED THROUGH PROPOSED STORMWATER WET DETENTION POND.  
 SOIL GROUP: A-2

**DESCRIPTION OF EROSION CONTROL ACTIVITY**

EROSION CONTROL CONSISTS OF SILT FENCE, PERMETER CONTROL, TURF ESTABLISHMENT THROUGH SEEDING AND EROSION CONTROL BLANKET AND ROCK CONSTRUCTION ENTRANCE PLACEMENT.

**CUMULATIVE IMPERVIOUS SURFACES**

AREA OF DISTURBANCE: 4.98 ACRES  
 PRE-CONSTRUCTION IMPERVIOUS AREA: 0.66 ACRES  
 POST CONSTRUCTION IMPERVIOUS AREA: 3.17 ACRES  
 NET IMPERVIOUS AREA: 2.51 ACRES

**NEIGHBORING WATERS**

STORM WATER FROM THIS SITE WILL BE DISCHARGED TO THE WET DETENTION POND AND THEN DIRECTED TO CITY STORM SYSTEM.

**PLANS AND SPECIFICATIONS**

- THE PLAN SHEETS OF THIS PLAN SET INDICATE THE FOLLOWING ITEMS:
  - THE PROJECT LOCATION AND CONSTRUCTION LIMITS.
  - LOCATIONS OF IMPERVIOUS SURFACES.
  - LOCATIONS OF AREAS NOT TO BE DISTURBED (E.G., BUFFER ZONES, WETLANDS, ETC.).
  - STEEP SLOPE LOCATIONS.
  - LOCATIONS OF ALL TEMPORARY AND PERMANENT EROSION AND SEDIMENT CONTROL BMP'S TO BE INSTALLED ON THE PROJECT.
  - THE DETAIL SHEETS INDICATE EROSION AND SEDIMENT CONTROL BMP'S TO BE INSTALLED ON THE PROJECT.
  - IF DEWATERING IS REQUIRED FOR THIS PROJECT, THE PUMP DISCHARGE SHALL BE TREATED PRIOR TO BEING DISCHARGED OFF-SITE OR INTO A SURFACE WATER. THE DISCHARGE SHALL BE VISUALLY CHECKED TO ENSURE THAT IT IS VISIBLY CLEAN WATER.

**TEMPORARY SEDIMENT CONTROL PRACTICES**

DOWN GRADENT SILT FENCE AND SEDIMENT LOG INSTALLATIONS ARE TO BE IN PLACE PRIOR TO THE COMMENCEMENT OF ANY EARTHWORK OPERATIONS.  
 TOPSOIL IS TO BE WINDROWED ALONG THE CONSTRUCTION LIMITS AND PLACED AS SLOPE DRESSING IMMEDIATELY FOLLOWING COMPLETION OF THE GRADING OPERATIONS. AS THE GRADING OPERATIONS PROCEED.

TOPSOIL PLACEMENT ALONG THE EMBANKMENT SLOPES THROUGH THE WETLANDS AREAS IS TO BE SPREAD BY A LOW IMPACT CRAWLER TRACK OR OPERATING UP AND DOWN THE SLOPES SO AS TO PROVIDE TRACK PRINTS PARALLEL WITH THE CONTOURS.

INSTALLATION OF MUDOUT CATEGORY 3 EROSION CONTROL BLANKET ALONG THE EMBANKMENT SLOPES ADJACENT TO THE WETLANDS AREA.  
 ALL TEMPORARY SOBS AND STOCKPILES WILL REQUIRE EFFECTIVE MEANS OF SEDIMENT CONTROL SUCH AS AN EROSION CONTROL BLANKET COVERING OR SILT FENCE INSTALLATION ALONG THE TOE OF SLOPE.

ALL COMPLETED SLOPES AND BOTTOMS NOT DRAINING TOWARDS WETLAND AREAS ARE TO BE STABILIZED WITHIN 7 DAYS.

TEMPORARY STABILIZATION SHALL BE REQUIRED IN AREAS WHERE GRADING OPERATIONS ARE SUSPENDED OR CEASED FOR A PERIOD OF 7 DAYS OR GREATER.

A ROCK CONSTRUCTION ENTRANCE FOR SEDIMENT CONTROL IS TO BE PROVIDED AT THE PROJECT ENTRANCE ON TWIN LAKES ROAD NW.

STREET SWEEPING OF THE PAVED SURFACES SHALL BE REQUIRED AS DIRECTED BY THE ENGINEER.

**TIMING OF EROSION CONTROL**

SILT FENCE AND SEDIMENT LOGS SHALL BE INSTALLED PRIOR TO CONSTRUCTION.  
 IMPROV AND FILTER BLANKET SHALL BE PLACED AT THE OUTLETS WITHIN 24 HOURS OF THE OUTLET PLACEMENT.  
 THE CONTRACTOR MUST STABILIZE ALL EXPOSED SOIL AREAS IMMEDIATELY FOLLOWING CONSTRUCTION WHEREVER CONSTRUCTION SHALL NOT OCCUR FOR A PERIOD GREATER THAN OR EQUAL TO 7 DAYS.

STABILIZATION WORK MUST BE COMPLETE WITHIN 7 CALENDAR DAYS AFTER THE CONSTRUCTION WORK IN THAT AREA HAS TEMPORARILY OR PERMANENTLY CEASED.

AREAS THAT ARE WITHIN 300 FT. OF A PUBLIC WATER MUST BE STABILIZED WITHIN 4 HOURS OF COMPLETING CONSTRUCTION DURING PERIODS OF "WORK IN WATER RESTRICTIONS" FOR THE PERIODS DECLARED BY THE DNR.

THE CONTRACTOR IS RESPONSIBLE TO MAINTAIN THE DISTURBED AREA UNTIL VEGETATION IS ESTABLISHED.  
 ONCE VEGETATION IS ESTABLISHED AND CONSTRUCTIONS COMPLETE, THE SILT FENCE AND ANY OTHER TEMPORARY EROSION CONTROL THAT IS NOT BIODEGRADABLE SHALL BE REMOVED.

STREET SWEEPING TO BE PROVIDED AS DIRECTED BY THE ENGINEER OR OWNER. THE CITY REQUIRES STREET SWEEPING TO OCCUR WITHIN 8 HOURS OF NOTICE FROM THE CITY.

APPLYING MULCH, HYDROMULCH, TACKIFIER, POLYACRYLAMIDE OR SIMILAR EROSION PREVENTION PRACTICES IS NOT ACCEPTABLE STABILIZATION IN ANY PART OF A TEMPORARY OR PERMANENT DRAINAGE DITCH OR SWALE, BLANKETS OR OTHER APPROVED BY THE ENGINEER. METHOD SHALL BE USED.

**INSPECTION AND MAINTENANCE ACTIVITIES**

THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING AND SCHEDULING THE WORK OF ALL OPERATIONS, INCLUDING SUBCONTRACTORS AND UTILITY COMPANIES, SUCH THAT EROSION AND SEDIMENT CONTROL MEASURES ARE FULLY EXECUTED FOR EACH OPERATION AND IN A TIMELY MANNER OVER THE DURATION OF THE PROJECT. OPERATORS HAVE FULL ACCESS TO THE PROJECT SITE, THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR THE SWPPP IMPLEMENTATION UNTIL THE ENTIRE SITE HAS UNDERGONE FINAL STABILIZATION AND IS BEING SUBMITTED TO THE MPCA.

THE CONTRACTOR IS TO PROVIDE A TRAINED INDIVIDUAL RESPONSIBLE FOR THE IMPLEMENTATION, INSPECTION AND MAINTENANCE OF THE EROSION AND SEDIMENT CONTROL BMP'S ON THE PROJECT. THAT INDIVIDUAL IS TO BE IDENTIFIED AT THE PRE-CONSTRUCTION CONFERENCE AND LISTED IN THE MINUTES THEREOF.

THE APPOINTED INDIVIDUAL IS TO PERFORM A ROUTINE INSPECTION OF THE ENTIRE SITE AT LEAST ONCE EVERY SEVEN DAYS DURING CONSTRUCTION OPERATIONS AND WITHIN 24 HOURS AFTER A RAINFALL EVENT GREATER THAN 0.5 INCHES IN 24 HOURS.

A INSPECTION FORM SHALL BE PROVIDED BY THE CONTRACTOR. ANY DEFICIENCIES IN THE EROSION AND SEDIMENT CONTROL BMP'S ARE TO BE NOTED ON THE INSPECTION FORM AND CORRECTED BY THE END OF THE NEXT BUSINESS DAY.

PERMETER CONTROL DEVICES ARE TO BE REPAIRED OR REPLACED WHEN THEY ARE NO LONGER EFFECTIVE OR WHEN THE SEDIMENT REACHES ONE-HALF THE HEIGHT OF THE DEVICE.

**TRAINING DOCUMENTATION**

SWPPP IMPLEMENTATION (REVIEWING, AMENDING, AND INSPECTING) (TO BE FILLED IN BY THE CONTRACTOR)  
 NAME OF INDIVIDUAL: \_\_\_\_\_  
 OVERSEEING & INSPECTING DATE OF TRAINING: \_\_\_\_\_  
 NAME OF INSTRUCTOR: \_\_\_\_\_  
 ENTITY PROVIDING TRAINING: \_\_\_\_\_  
 CONTENT OF TRAINING: \_\_\_\_\_  
 TOTAL HOURS OF TRAINING: \_\_\_\_\_  
 BMP INSTALLATION, MAINTENANCE, AND REPAIR (TO BE FILLED IN BY THE CONTRACTOR)  
 NAME OF INDIVIDUAL: \_\_\_\_\_  
 OVERSEEING & INSPECTING DATE OF TRAINING: \_\_\_\_\_  
 NAME OF INSTRUCTOR: \_\_\_\_\_  
 ENTITY PROVIDING TRAINING: \_\_\_\_\_  
 CONTENT OF TRAINING: \_\_\_\_\_  
 TOTAL HOURS OF TRAINING: \_\_\_\_\_

**POLLUTION PREVENTION**

FERTILIZERS ARE TO BE APPLIED ONLY IN THE AMOUNTS AS SPECIFIED AND WORKED INTO THE SOIL TO MINIMIZE EXPOSURE TO STORMWATER RUNOFF.  
 ON-SITE REFUELING OPERATIONS ARE TO BE CONDUCTED WITH CARE. ANY INADVERTENT SPILLAGE OF FUEL OR CHEMICALS IS TO BE IMMEDIATELY CLEANED UP, REMOVED FROM THE SITE AND DEPOSITED OFF-SITE IN ACCORDANCE TO STATE AND LOCAL REGULATIONS. MAJOR SPILLS ARE TO BE REPORTED TO THE MPCA 24 HOUR NOTIFICATION NETWORK AT 800-227-0788. ALL VEHICLES ON-SITE ARE TO BE MONITORED FOR LEAKS AND SUBJECT TO ROUTINE PREVENTIVE MAINTENANCE EFFORTS TO REDUCE THE LIKELIHOOD OF LEAKAGE AND/OR SPILLS.

PORTABLE SANITARY WASTE FACILITIES ARE TO BE PROVIDED ON-SITE AND EMPTIED ON A BIWEEKLY BASIS.  
 CONCRETE BATCH TRUCKS SHALL NOT BE ALLOWED TO DISCHARGE DRUM AND CHUTE WASHOUT DIRECTLY ON THE GROUND. A PORTABLE WASHOUT RECEPTACLE IS TO BE PROVIDED BY THE CONTRACTOR AT THE LOCATION AS PROVIDED BY THE OWNER.

**FINAL STABILIZATION**

FINAL STABILIZATION OCCURS WHEN TO PERCENT OF THE PERVIOUS AREA IS COVERED WITH UNIFORM, PERMANENT VEGETATION.  
 ALL TEMPORARY EROSION AND SEDIMENT CONTROL FEATURES ARE TO BE REMOVED AND THE MPDES NOTICE OF TERMINATION IS TO BE PREPARED AND SUBMITTED TO THE MPCA.

**LOCATION OF SWPPP REQUIREMENTS IN PROJECT PLAN**

DESCRIPTION	TITLE	LOCATION
EROSION CONTROL DETAILS	CONSTRUCTION DETAILS	CT-10
EROSION CONTROL LOCATIONS	EROSION CONTROL LOCATIONS	CS
24 HOUR MPCA EMERGENCY NOTIFICATION	TELEPHONE NUMBERS	0514284541 800-227-0788

**ESTIMATED QUANTITIES**

THE FOLLOWING QUANTITIES IS AN ESTIMATED PRELIMINARY AMOUNT REQUIRED FOR SEDIMENT CONTROL BMP'S AT THE START OF THE PROJECT. THIS ESTIMATE IS PROVIDED AS REQUIRED BY THE MINNESOTA POLLUTION CONTROL AGENCY GENERAL STORMWATER PERMIT FOR CONSTRUCTION ACTIVITY. ANY ADDITIONAL AND/OR REPLACEMENT BMP'S QUANTITIES SHALL BE FURNISHED AND INSTALLED BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER.

ESTIMATED PRELIMINARY QUANTITIES AT START OF PROJECT	UNIT	ESTIMATED INITIAL QUANTITY
TEMPORARY CONSTRUCTION ENTRANCE	EA	1
TEMPORARY SEDIMENT FILTER	EA	19
TEMPORARY CONCRETE WASHOUT	EA	1
TEMPORARY PUMP SEDIMENT CONTROL DEVICE	EA	X
TEMPORARY SEDIMENT LOGS	LF	69
TEMPORARY SILT FENCE	LF	2,924
EROSION CONTROL BLANKET (M)	SY	2,243

**TEMPORARY EROSION AND SEDIMENT CONTROL SPECIFICATIONS**

- PART 1. GENERAL  
 1.01 SECTION INCLUDES  
 A. PREVENTION OF SEDIMENTATION OF WATERWAYS, OPEN DRAINAGE WAYS, AND STORM AND SANITARY SEWERS DUE TO CONSTRUCTION ACTIVITIES.  
 1.02 REFERENCE STANDARDS  
 A. GENERAL PERMIT AUTHORIZATION TO DISCHARGE STORM WATER ASSOCIATED WITH CONSTRUCTION ACTIVITY UNDER THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM, MINNESOTA PERMIT NO. MN 100001.  
 1.03 PERFORMANCE REQUIREMENTS  
 A. COMPLY WITH ALL REQUIREMENTS OF THE MINNESOTA POLLUTION CONTROL AGENCY FOR EROSION AND SEDIMENT CONTROL.  
 B. DO NOT BEGIN CLEANING, GRADING, OR ANY OTHER WORK INVOLVING DISTURBANCE OF GROUND SURFACE COVER UNTIL APPLICABLE PERMITS HAVE BEEN OBTAINED. FURNISH ALL DOCUMENTATION REQUIRED TO OBTAIN APPLICABLE PERMITS.  
 C. OBTAIN AND PAY FOR PERMITS REQUIRED BY AUTHORITY HAVING JURISDICTION.  
 C. TYPICAL PUMP PREVENTIVE MEASURES IN PLACE PRIOR TO DISTURBANCE OF SURFACE COVER AND BEFORE PRECIPITATION OCCURS.  
 D. EROSION OFF SITE: PREVENT EROSION OF SOIL AND DEPOSITION OF SEDIMENT ON OTHER PROPERTIES CAUSED BY WATER LEAVING THE PROJECT SITE DUE TO CONSTRUCTION ACTIVITIES FOR THE PROJECT.  
 1. PREVENT TRACKING OF MUD ONTO PUBLIC ROADS OUTSIDE SITE.  
 2. PREVENT MUD AND SEDIMENT FROM FLOWING ONTO PAVEMENTS.  
 E. SEDIMENTATION OF WATERWAYS OFF SITE: PREVENT SEDIMENTATION OF WATERWAYS OFF THE PROJECT SITE, INCLUDING PERMANENT STREAMS, LAKES, POND, OPEN DRAINAGE WAYS, STORM SEWERS, AND SANITARY SEWERS.  
 1. IF SEDIMENTATION OCCURS, INSTALL OR CORRECT PREVENTIVE MEASURES IMMEDIATELY AT NO COST TO OWNER. REMOVE DEPOSITED SEDIMENTS, COMPLY WITH REQUIREMENTS OF AUTHORITIES HAVING JURISDICTION.  
 F. MAINTENANCE MAINTAIN TEMPORARY PREVENTIVE MEASURES UNTIL PERMANENT MEASURES HAVE BEEN ESTABLISHED.  
 PART 2. PRODUCTS  
 2.01 MATERIALS

- A. TEMPORARY SILT FENCE: WOVEN POLYPROPYLENE GEOTEXTILE RESISTANT TO COMMON SOIL CHEMICALS, MUD, AND WEEDS; NON-Biodegradable. MIN. LONGEST LENGTHS POSSIBLE. FABRIC INCLUDING SEAMS WITH THE FOLLOWING MINIMUM AVERAGE ROLL LENGTHS:  
 1. 4.5 FEET TENSILE STRENGTH: 20.0 LB. (WET, MAXIMUM WHEN TESTED IN ACCORDANCE WITH ASTM D483, 2. PERMITTIVITY 5.0 SEC-CM<sup>2</sup> MINIMUM WHEN TESTED IN ACCORDANCE WITH ASTM D4841.  
 3. FLOW RATE OF 0.5 GAL/MIN/FT AS PER ASTM D 4491.  
 4. PERMITTIVITY OF 1.5 SEC-CM<sup>2</sup> AS PER ASTM D 4451.  
 5. WALKER TENSILE STRENGTH OF 500 LB/FT AS PER ASTM D 3385.  
 6. 40% OF 30% US #16 AS PER ASTM D 2951.  
 B. GEOTEXTILE FABRIC: WOVEN POLYPROPYLENE GEOTEXTILE RESISTANT TO COMMON SOIL CHEMICALS, MUD, AND WEEDS; NON-Biodegradable. MIN. LONGEST LENGTHS POSSIBLE. FABRIC INCLUDING SEAMS WITH THE FOLLOWING MINIMUM AVERAGE ROLL LENGTHS:  
 1. 4.5 FEET TENSILE STRENGTH: 20.0 LB. (WET, MAXIMUM WHEN TESTED IN ACCORDANCE WITH ASTM D483, 2. PERMITTIVITY 5.0 SEC-CM<sup>2</sup> MINIMUM WHEN TESTED IN ACCORDANCE WITH ASTM D4841.  
 3. FLOW RATE OF 0.5 GAL/MIN/FT AS PER ASTM D 4491.  
 4. PERMITTIVITY OF 1.5 SEC-CM<sup>2</sup> AS PER ASTM D 4451.  
 5. WALKER TENSILE STRENGTH OF 500 LB/FT AS PER ASTM D 3385.  
 6. 40% OF 30% US #16 AS PER ASTM D 2951.  
 C. STEEL L-OR S-SECTION: WITH MINIMUM MASSES OF 1.33 LB PER LINEAR FOOT.  
 D. HARDWOOD: 4 X 4 INCHES CROSS SECTION.  
 E. HARDWOOD: 2 BY 2 INCHES CROSS SECTION.

- B. TEMPORARY SEDIMENT LOG: FILTER LOGS SHALL CONSIST OF TYPED WOOD PIER BERGOLS AND THE REQUIREMENTS OF MPCA SPEC. 1007.  
 1. SHALL BE ONE OF THE FOLLOWING:  
 a. SHALL BE BUILT FROM PERMETER CONTROL BY FILTER LOG, OR, EQUAL.  
 C. TEMPORARY SEDIMENT FILTER:  
 1. SHALL BE ONE OF THE FOLLOWING:  
 a. GEOTEXTILE FILTER UNIT THAT PERITS INTO THE BLEET.  
 b. SHALL BE FLEXITON FUR FUR PERMITS INLET FILTER BY ADS, INC. OR, EQUAL.  
 c. APPROVED CONSTRUCTION PROTECTION FOR EXISTING PIPES WITH CURB GRADING.  
 D. TEMPORARY ROCK CONSTRUCTION ENTRANCE:  
 1. ROCK SHALL BE CLEAN TO 2 INCH MAXIMUM ROCK.

- E. TEMPORARY SLOPE EROSION PROTECTION:  
 1. SHALL BE ONE OF THE FOLLOWING:  
 a. EROSION CONTROL BLANKET.  
 1. SHALL CONSIST OF A UNIFORM WEB OF INTERLOCKING STRAW OR WOOD FIBERS SANDWICHED BETWEEN TWO ATTACHED TOP AND BOTTOM LAYERS OF PET BACKING.  
 2. THE NETTING SHALL BE BIODEGRADABLE CONTAINING SUFFICIENT UV STABILIZATION FOR BREAKDOWN TO OCCUR WITHIN A NORMAL GROWING SEASON.  
 3. STRIPES USED TO ANCHOR THE BLANKETS SHALL BE UNLATCHED, 1 GAUGE OR HEAVIER STEEL WIRE HAVING A SPAN WIDTH OF 1' EACH AND A LENGTH OF 8' EACH OR MORE FROM TOP TO BOTTOM AFTER BENDING.  
 b. THE EROSION CONTROL BLANKETS ACCEPTABLE FOR USE ON THIS PROJECT INCLUDE:  
 (1) EROSION CONTROL BLANKET, INC., LANDOLIN 55,  
 (2) NORTH AMERICAN GREENS - 5150,  
 (3) OR EQUAL.  
 b. BONDED FIBER MATRIX:  
 1. THE FIBER MATRIX SHALL BE COMPOSED OF 10% WOOD OR WOOD BY-PRODUCTS A MINIMUM OF 3% OF THE FIBER SHALL AVERAGE 10.16 MM (0.4 INCHES) IN LENGTH AND 10% OR MORE SHALL BE FIBER WITH A CLEAN FIBER DIAMETER 3.18 MM (0.125 INCHES) OR GREATER. FIBERS SHALL BE CLEAN AND WATER SOLUBLE. NONTOXIC. DYE TO BE IN UNIFORM APPLICATION OVER THE SITE.  
 2. THE FIBER SHALL BE A FIBER COLLOR BASED QUAN SLURRY WITH ADDED SLOW RELEASE AND AGRICULTURAL BASED FERTILIZERS. THE BINDER SHALL NOT DISEOLVE OR DISPERSE UPON WETTING.  
 3. THE ERM SLURRY SHALL DRY TO FORM A CRUST APPROXIMATELY 3-8 MM (1/8 TO 1/4 INCHES) THICK ADHERING TO THE SOIL SURFACE.  
 4. THE MOISTURE CONTENT OF THE MATRIX SHALL BE 12% +/- 3% BY WEIGHT.  
 5. THE MATRIX SHALL CONSIST OF MATERIALS THAT ARE 100% BIODEGRADABLE AND 100% BENEFICIAL TO PLANT LIFE.  
 6. THE MATRIX SHALL PROVIDE 100% CONTINUOUS COVERAGE AND HAVE NO THIN SPOTS GREATER THAN 1 MM IN SIZE.  
 7. THE HYDRATED MIXTURE DENSITY SHALL BE APPROXIMATED BY A SLUMP TEST PRIOR TO APPLICATION.  
 8. THE ERM MUD/WATER RATIO SHALL BE AS MANUFACTURER RECOMMENDATIONS. THE MINIMUM ERM MUD TO WATER RATIO SHALL BE 900 G/900 G AND 100 GALLONS WATER. THE WATER RATIO SHALL VARY BETWEEN 100 GALLONS AND 125 GALLONS PER 50 LBS. DEPENDING ON WHICH OF THE PRODUCTS IS USED.  
 9. THE BONDED FIBER MATRIX MUD PRODUCTS ACCEPTABLE FOR USE ON THIS PROJECT INCLUDE:  
 (1) SOLO-GUARD, MANUFACTURED BY MAT, INC.  
 (2) SOLO-GUARD, MANUFACTURED BY CONWED PETERS, INC.

- F. TEMPORARY PUMPED SEDIMENT CONTROL DEVICE:  
 1. NONWOVEN GEOTEXTILE FABRIC: STAIN TO A BAG USING A DOUBLE NEEDLE MACHINE AND HIGH STITCHING THREAD.  
 2. SEAM SHALL HAVE AN AVERAGE WIDTH OF 60 LBS/INCH AS PER ASTM D483 AND MEET OR EXCEED THE FOLLOWING:  
 1) GRASS TENSILE OF 205 LBS AS PER ASTM D 4832.  
 2) PUNCTURE OF 110 LBS AS PER ASTM D 4833.  
 3) FLOW RATE OF 0.5 GAL/MIN/FT AS PER ASTM D 4491.  
 4) PERMITTIVITY OF 1.5 SEC-CM<sup>2</sup> AS PER ASTM D 4451.  
 5) WALKER TENSILE STRENGTH OF 500 LB/FT AS PER ASTM D 3385.  
 6) 40% OF 30% US #16 AS PER ASTM D 2951.  
 3. SPLIT LEAK ENOUGH TO ALLOW A 2 INCH DIAMETER HOSE WITH STRAP TO BE UNIT CLOSED.  
 3. SHALL BE ONE OF THE FOLLOWING:  
 a. QRTS, INC.  
 b. ACE ENVIRONMENTAL, INC., 2831 CARVELLE ROAD, RICHMOND, VIRGINIA 23234, 804-648-3636.  
 c. DANNY DEWATERING BAGS.  
 d. SANDY PRODUCTS INC., P.O. BOX 1980, WESTERVILLE, OHIO 43081, 604-699-2384.  
 e. OR EQUAL.

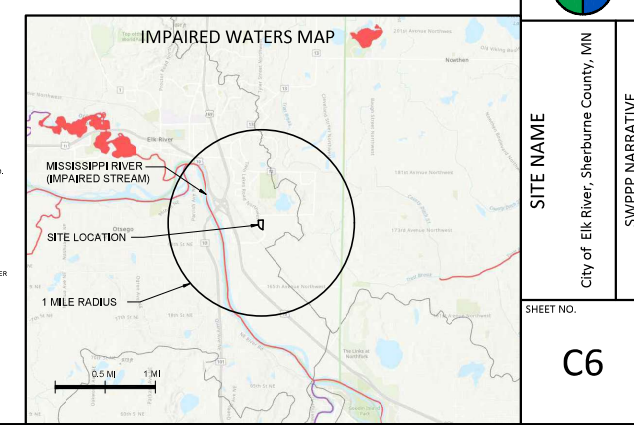
- PART 3. EXECUTION  
 3.01 PREPARATION  
 A. SCHEDULE WORK SO THAT SOIL SURFACES ARE LEFT EXPOSED FOR THE MINIMUM AMOUNT OF TIME.  
 B. THE CONSTRUCTION SITE OPERATOR SHALL FOLLOW ALL REQUIREMENTS OF THE MINNESOTA STORMWATER PERMIT (MN 100001).  
 C. THE CONTRACTOR SHALL COMPLETE AND SIGN THE NOTICE OF INTENT, OBTAIN THE OWNER'S SIGNATURE, AND SUBMIT IT TO THE MPCA.  
 1. PROVIDE A 3 INCH COPY TO THE OWNER.

**3.02 INSTALLATION**

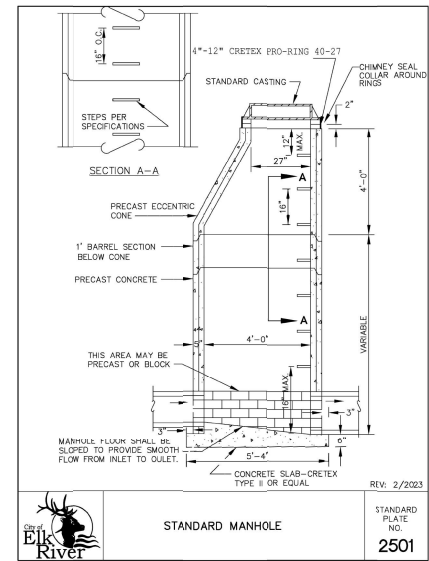
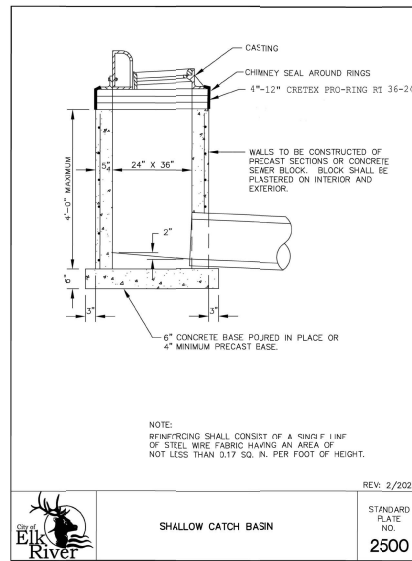
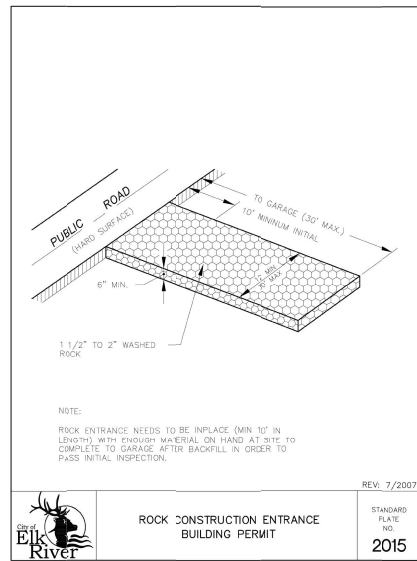
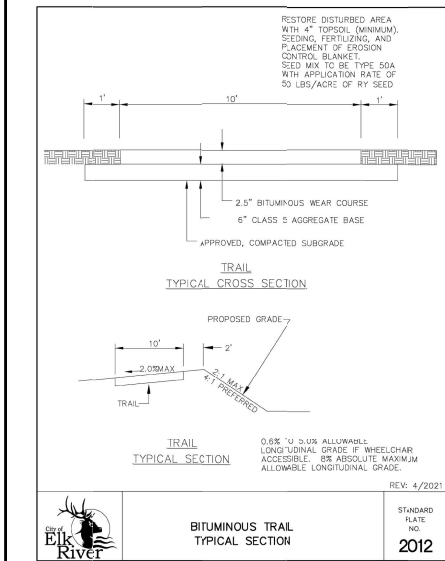
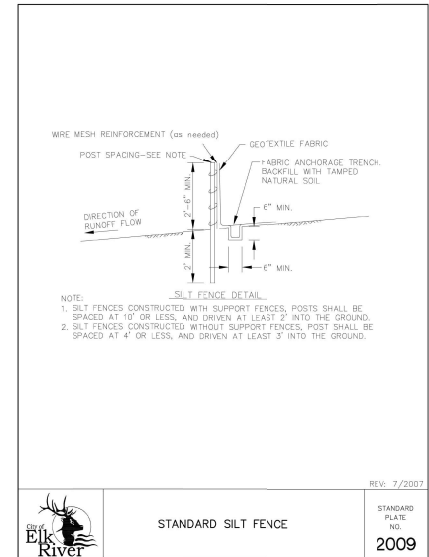
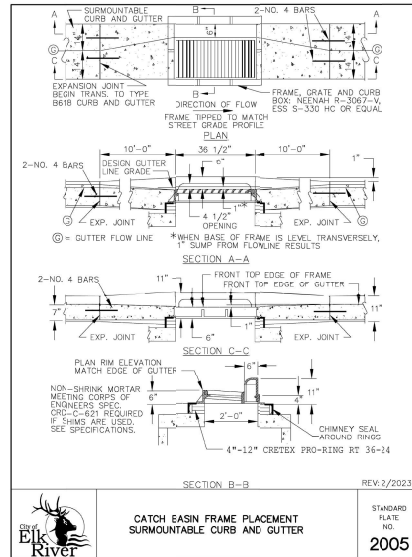
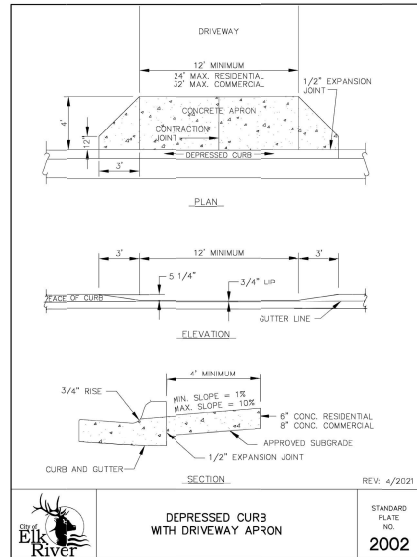
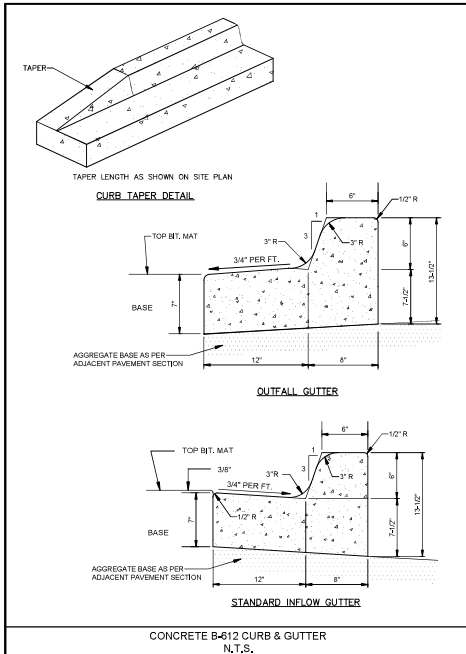
- A. TEMPORARY ROCK CONSTRUCTION ENTRANCE.  
 1. THE ROCK AREA SHALL HAVE A MINIMUM OF 6 INCHES DEEP. EXTEND THE FULL WIDTH OF THE TERRES AREA AND SHALL BE AT LEAST 20 FT LONG. HOWEVER, LONGER ENTRANCES MAY BE USED TO MATCH THE SURFACE OF THE TERRES.  
 2. GEOTEXTILE FABRIC MAY BE USED TO PREVENT MIGRATION OF MUD FROM THE UNDERLYING SOIL INTO THE ROCK.  
 B. TEMPORARY SILT FENCES:  
 1. STAKE AND HANDLE FABRIC IN ACCORDANCE WITH ASTM D483.  
 2. USE NONWAL TENSILE FIBER MATRIXES. MINIMUM 10% LONG POSTS SPACED AT 4 FEET MAXIMUM SPACING.  
 3. SMILE BOTTOM OF FABRIC IN A TRENCH ON THE UPSLOPE SIDE OF FENCE WITH 8 INCHES OF FABRIC LAY FLAT ON BOTTOM OF TRENCH FACING UPSLOPE. BACKFILL TRENCH AND COMPACT.  
 4. STEEL POST - 2-4 INCHES MINIMUM.  
 5. WOOD POST - 1-1/2 INCHES MINIMUM.  
 6. SOFT SOIL FABRIC: WITH UNIFORM SPICES IN FABRIC LENGTH. SPICE AT POST ONLY. OVERLAPPING AT LEAST 18 INCHES WITH EXTRA POST.  
 7. FASTER FABRS TO WOOD POSTS USING ONE OF THE FOLLOWING:  
 a. FOUR WALS PER FOOT WITH 3/4 INCH DIAMETER FLAT OR BUTTON HEAD, 1 INCH LONG AND 14 GAUGE USS BRK SHANK QUARTER.  
 b. FIVE STAPLES PER FOOT WITH AT LEAST 17 GAUGE, 0.045 INCH WIRE, 3/4 INCH CROWN WIDTH AND 10 TO 15 INCH LONG.  
 7. FASTER FABRS TO STEEL POSTS USING WIRE: NYLON CORD, OR INTEGRAL POCKETS.  
 C. TEMPORARY SEDIMENT LOGS:  
 1. PERMETER CONTROL SHOULD BE INSTALLED PARALLEL TO THE BASE OF THE SLOPE OR OTHER DISTURBED AREA.  
 2. STAPES SHOULD BE INSTALLED THROUGH THE MIDDLE OF THE PERMETER CONTROL ON 10 FT CENTERS USING 2 BY 2 IN DIT WOODEN STAPLES. IF THE EVENT STAKING IS NOT POSSIBLE, IE, WHEN PERMETER CONTROL IS USED ON PAVEMENT, HEAVY CONCRETE BLOCKS SHALL BE USED. BEFORE THE PERMETER CONTROL TO HELP STABILIZE DURING RAIN EVENTS.  
 D. TEMPORARY SEDIMENT FILTERS:  
 1. DRAIN SEDIMENT TRAP.  
 a. PLACE AS RECOMMENDED BY THE MANUFACTURER.  
 E. TEMPORARY PUMPED SEDIMENT CONTROL DEVICE:  
 1. INSTALL AS PER MANUFACTURER'S RECOMMENDATIONS.  
 F. TEMPORARY SLOPE EROSION PROTECTION:  
 1. PLACE AT ANY AND ALL FIBER SPICES THAT ARE STEEPER THAN 10:1 V.  
 2. SEAM AND FIBER TIE PER SPECIFICATION 12/219 PRIOR TO INSTALLING TEMPORARY SLOPE EROSION PROTECTION.  
 3. BONDED FIBER MATRIX:  
 a. INSTALL THE BFM AS PER THE MANUFACTURER'S INSTRUCTIONS WITH THE FOLLOWING MINIMUM GUIDELINES:  
 1) THE BFM SHALL BE APPLIED WITH HYDRAULIC SPRAY EQUIPMENT BY A MANUFACTURER CERTIFIED BY EPA.  
 2) APPLICATION SHALL BE DONE AT LEAST 24 HOURS IN ADVANCE OF PROJECTED RAINFALL TO ALLOW THE BFM MULCH ADEQUATE TIME TO DRY.  
 3) THE BFM MULCH SHALL BE APPLIED IN TWO STAGES (CONVALENT RATE) WITH AMPLE TIME TO REPEATER THE FIRST APPLICATION.  
 4) THE BFM MULCH SHALL BE APPLIED FROM AT LEAST TWO ALTERNATE DIRECTIONS. PREPARELY TO DISPERSE APART. IT POSSIBLE, TO ENSURE ALL SOIL SURFACES ARE COVERED.  
 5) THE INSTALLATION RATE OF THE BFM MULCH SHALL BE 300 LB PER ACRE. MINIMUM AND 100% COVERAGE.  
 4. EROSION CONTROL BLANKET:  
 a. INSTALL AS PER MANUFACTURER'S RECOMMENDATIONS.

**3.04 MAINTENANCE**

- A. REMOVE PREVENTIVE MEASURES WITHIN 30 HOURS AFTER THE END OF ANY STORM THAT PRODUCES 0.5 INCHES OR MORE RAINFALL AT THE PROJECT SITE AND DAILY DURING PROLONGED RAINFALL.  
 B. REPAIR DEFICIENCIES IMMEDIATELY.  
 C. TEMPORARY SILT FENCES:  
 1. PROMPTLY REPAIRS FABRIC THAT DETRIORATES UNLESS NEAR FOR FENCE HAD PASSED.  
 2. REMOVE SILT DEPOSITS THAT EXCEED ONE-THIRD OF THE HEIGHT OF THE FENCE.  
 3. REPAIR OR REPLACE FABRIC THAT ARE INADEQUATE BY RUNOFF OR OTHERWISE DAMAGED, WHETHER BY WEAR OR OTHER CAUSES.  
 D. TEMPORARY CONSTRUCTION ENTRANCE:  
 1. PERMITS ADDITION OF ROCK OR REMOVAL AND REPLACEMENT OF PAD SHALL BE PROVIDED AS LOGS BECOME FILLED WITH SOIL.  
 E. TEMPORARY PUMPED SEDIMENT CONTROL DEVICE:  
 1. REPLACE THE UNIT WHEN FULL OF SEDIMENT OR WHEN SEDIMENT HAS REDUCED THE FLOW RATE OF THE PUMP DISCHARGE TO AN IMPRACTICAL RATE.  
 2. PLACE SEDIMENT IN APPROPRIATE LOCATIONS ON SITE. DO NOT REMOVE FROM STATE.  
 3.03 CLEAN UP  
 A. REMOVE TEMPORARY MEASURES AFTER PERMITS VEGETATION HAS BEEN ESTABLISHED.  
 B. WHERE REMOVAL OF TEMPORARY MEASURES WOULD LEAVE EXPOSED SOIL, SHAPE SURFACE TO AN ACCEPTABLE GRADE AND FINISH TO MATCH ADJACENT SURFACE AREAS.



DATE: 05/22/24  
 DESIGN BY: JAM  
 DRAWN BY: JAM  
 CHECKED BY: JAM  
 DWG FILE: SWPPP  
 FILE NO.: 24-0020-03  
 NOT FOR CONSTRUCTION  
 SITE NAME: BOGART, PETERSON & ASSOCIATES, INC.  
 SHEET NO.: C6  
 SWPPP NARRATIVE  
 1378 FIRST STREET, BECKER, MN 55309-2025  
 TEL: 763-262-4022 FAX: 763-262-4024  
 LAND SURVEYING  
 ENVIRONMENTAL SERVICES



DATE	DESIGN BY	DATE	DESCRIPTION
8/22/2022	JAM		
	DML		
	SCB		
	DETAILS		
	DWG FILE		
	FILE NO.	24020200	

**NOT FOR CONSTRUCTION**

**BOGART, PETERSON & ASSOCIATES, INC.**

LAND SURVEYING  
ENVIRONMENTAL SERVICES  
1801 E. FIRST STREET, BECKER, MN 55004-4032  
TEL: 763-266-5262 FAX: 763-266-5264

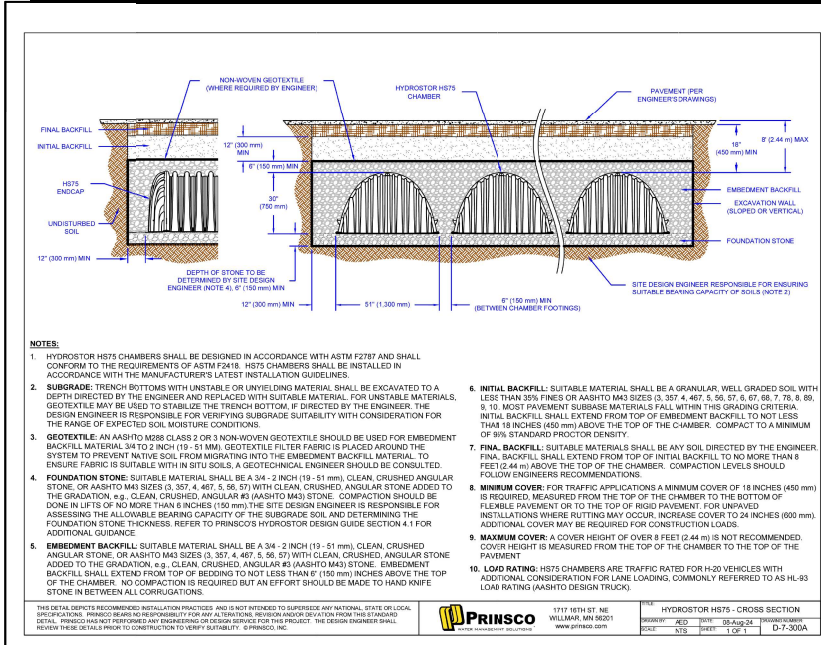
**SITE NAME**  
City of Elk River, Sherburne County, MN

**DETAILS**

SHEET NO.	<b>C7</b>
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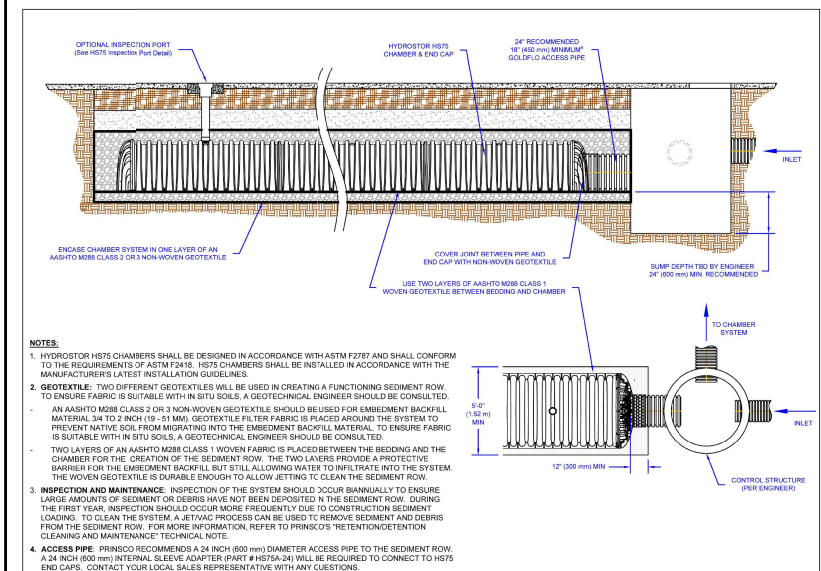




<p><b>NOTES:</b></p> <ol style="list-style-type: none"> <li>HYDROSTOR HS75 CHAMBERS SHALL BE DESIGNED IN ACCORDANCE WITH ASTM F2787 AND SHALL CONFORM TO THE REQUIREMENTS OF ASTM F2418. HS75 CHAMBERS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S LATEST INSTALLATION GUIDELINES.</li> <li><b>SUBGRADE:</b> TRENCH BOTTOMS WITH UNSTABLE OR UNLEVELING MATERIAL SHALL BE EXCAVATED TO A DEPTH DIRECTED BY THE ENGINEER AND REPLACED WITH SUITABLE MATERIAL. FOR UNSTABLE MATERIALS, GEOTEXTILE MAY BE USED TO STABILIZE THE TRENCH BOTTOM. IF DIRECTED BY THE ENGINEER, THE DESIGN ENGINEER IS RESPONSIBLE FOR VERIFYING SUBGRADE SUITABILITY WITH CONSIDERATION FOR THE RANGE OF EXPECTED SOIL MOISTURE CONDITIONS.</li> <li><b>GEOTEXTILE:</b> AN ASHTO M288 CLASS 2 OR 3 NON-WOVEN GEOTEXTILE SHOULD BE USED FOR EMBEDMENT BACKFILL MATERIAL. 3/4 TO 2 INCH (19 - 51 MM) GEOTEXTILE FILTER FABRIC IS PLACED AROUND THE SYSTEM TO PREVENT NATIVE SOIL FROM MIGRATING INTO THE EMBEDMENT BACKFILL MATERIAL. TO ENSURE FABRIC IS SUITABLE WITH IN SITU SOILS, A GEOTECHNICAL ENGINEER SHOULD BE CONSULTED.</li> <li><b>FOUNDATION STONE:</b> SUITABLE MATERIAL SHALL BE A 3/4 - 2 INCH (19 - 51 MM) CLEAN, CRUSHED ANGULAR STONE, OR ASHTO M41 SIZE (3, 357, 4, 467, 5, 56, 57) WITH CLEAN CRUSHED, ANGULAR STONE ADDED TO THE GRADATION, e.g., CLEAN, CRUSHED, ANGULAR #5 (ASHTO M43) STONE. COMPACTION SHOULD BE DONE IN LIFTS OF NO MORE THAN 6 INCHES (150 MM). THE SITE DESIGN ENGINEER IS RESPONSIBLE FOR ASSESSING THE ALLOWABLE BEARING CAPACITY OF THE SUBGRADE SOIL AND DETERMINING THE FOUNDATION STONE THICKNESS. REFER TO PRINSCO'S HYDROSTOR DESIGN GUIDE SECTION 4.1 FOR ADDITIONAL GUIDANCE.</li> <li><b>EMBEDEDMENT BACKFILL:</b> SUITABLE MATERIAL SHALL BE A 3/4 - 2 INCH (19 - 51 MM) CLEAN, CRUSHED ANGULAR STONE, OR ASHTO M43 SIZE (3, 357, 4, 467, 5, 56, 57) WITH CLEAN, CRUSHED, ANGULAR STONE ADDED TO THE GRADATION, e.g., CLEAN, CRUSHED, ANGULAR #5 (ASHTO M43) STONE. EMBEDMENT BACKFILL SHALL EXTEND TO TOP OF CHAMBER TO NOT LESS THAN 18 INCHES ABOVE THE TOP OF THE CHAMBER. NO COMPACTION IS REQUIRED BUT AN EFFORT SHOULD BE MADE TO HAND KNIFE STONE IN BETWEEN ALL CORNERS.</li> </ol>	<p><b>NOTES:</b></p> <ol style="list-style-type: none"> <li><b>INITIAL BACKFILL:</b> SUITABLE MATERIAL SHALL BE A GRANULAR, WELL GRADED SOIL WITH LESS THAN 35% FINES OR ASHTO M43 SIZES (3, 357, 4, 467, 5, 56, 57, 67, 68, 7, 78, 9, 99, 9, 10). MOST PAVEMENT SUBBASE MATERIALS FALL WITHIN THIS GRADING CRITERIA. INITIAL BACKFILL SHALL EXTEND FROM TOP OF EMBEDMENT BACKFILL TO NOT LESS THAN 18 INCHES (450 MM) ABOVE THE TOP OF THE CHAMBER. COMPACTION TO A MINIMUM OF 90% STANDARD PROCTOR DENSITY.</li> <li><b>FINAL BACKFILL:</b> SUITABLE MATERIALS SHALL BE ANY SOIL DIRECTED BY THE ENGINEER. FINAL BACKFILL SHALL EXTEND FROM TOP OF INITIAL BACKFILL TO NO MORE THAN 8 FEET (2.4 m) ABOVE THE TOP OF THE CHAMBER. COMPACTION LEVELS SHOULD FOLLOW ENGINEER'S RECOMMENDATIONS.</li> <li><b>MINIMUM COVER:</b> FOR TRAFFIC APPLICATIONS A MINIMUM COVER OF 18 INCHES (450 MM) IS REQUIRED, MEASURED FROM THE TOP OF THE CHAMBER TO THE BOTTOM OF FLEXIBLE PAVEMENT OR TO THE TOP OF RIGID PAVEMENT. FOR UNPAVED INSTALLATIONS WHERE RUTTING MAY OCCUR, INCREASE COVER TO 24 INCHES (600 MM). ADDITIONAL COVER MAY BE REQUIRED FOR CONSTRUCTION LOADS.</li> <li><b>MAXIMUM COVER:</b> A COVER HEIGHT OF OVER 8 FEET (2.4 m) IS NOT RECOMMENDED. COVER HEIGHT IS MEASURED FROM THE TOP OF THE CHAMBER TO THE TOP OF THE PAVEMENT.</li> <li><b>LOAD RATING:</b> HS75 CHAMBERS ARE TRAFFIC RATED FOR H-20 VEHICLES WITH ADDITIONAL CONSIDERATION FOR LANE LOADING, COMMONLY REFERRED TO AS H-19.5 LOAD RATING (ASHTO DESIGN TRUCK).</li> </ol>
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THESE DETAIL DEPTHS RECOMMEND INSTALLATION PRACTICES AND IS NOT INTENDED TO SUPERSEDE ANY NATIONAL, STATE OR LOCAL SPECIFICATIONS. PRINSCO BEARS NO RESPONSIBILITY FOR ANY ALTERATIONS, REVISIONS AND/OR DEVIATION FROM THIS STANDARD DETAIL. PRINSCO HAS NOT PERFORMED ANY ENGINEERING OR DESIGN SERVICE FOR THIS PROJECT. THE DESIGN ENGINEER SHALL REVIEW THESE DETAILS PRIOR TO CONSTRUCTION TO VERIFY SUITABILITY. © PRINSCO, INC.

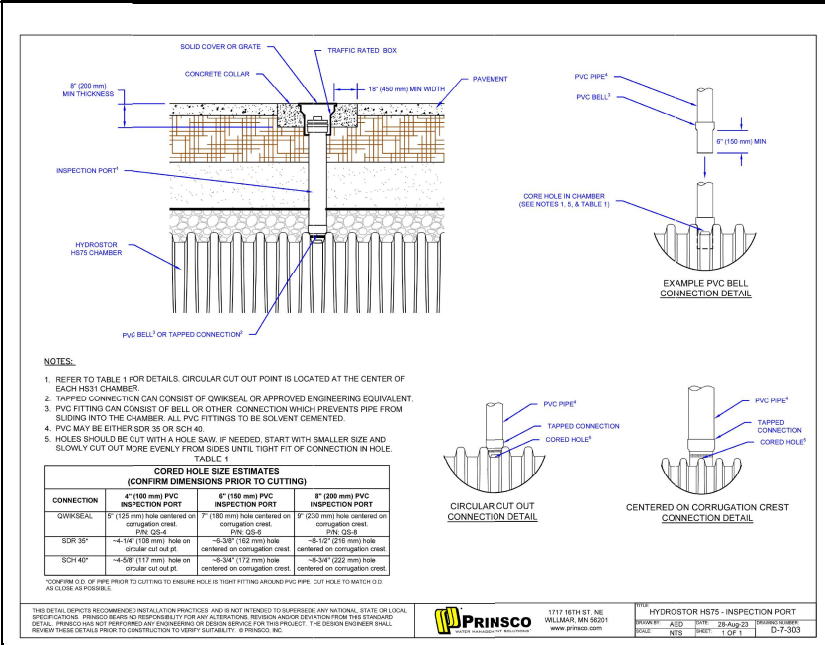
**PRINSCO** 1171 16TH ST NE WILLIAM, MN 55057  
 HYDROSTOR HS75 - CROSS SECTION  
 DRAWN BY: JSD DATE: 08/23/2017  
 CHECKED BY: JSD DATE: 08/23/2017  
 FILE NO.: 240209.00



<p><b>NOTES:</b></p> <ol style="list-style-type: none"> <li>HYDROSTOR HS75 CHAMBERS SHALL BE DESIGNED IN ACCORDANCE WITH ASTM F2787 AND SHALL CONFORM TO THE REQUIREMENTS OF ASTM F2418. HS75 CHAMBERS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S LATEST INSTALLATION GUIDELINES.</li> <li><b>GEOTEXTILE:</b> TWO DIFFERENT GEOTEXTILES WILL BE USED IN CREATING A FUNCTIONING SEDIMENT ROW. TO ENSURE FABRIC IS SUITABLE WITH IN SITU SOILS, A GEOTECHNICAL ENGINEER SHOULD BE CONSULTED.</li> <li><b>AN ASHTO M288 CLASS 2 OR 3 NON-WOVEN GEOTEXTILE SHOULD BE USED FOR EMBEDMENT BACKFILL MATERIAL. 3/4 TO 2 INCH (19 - 51 MM) GEOTEXTILE FILTER FABRIC IS PLACED AROUND THE SYSTEM TO PREVENT NATIVE SOIL FROM MIGRATING INTO THE EMBEDMENT BACKFILL MATERIAL. TO ENSURE FABRIC IS SUITABLE WITH IN SITU SOILS, A GEOTECHNICAL ENGINEER SHOULD BE CONSULTED.</b></li> <li><b>TWO LAYERS OF AN ASHTO M288 CLASS 1 WOVEN FABRIC IS PLACED BETWEEN THE BEDDING AND THE CHAMBER FOR THE CREATION OF THE SEDIMENT ROW. THE TWO LAYERS PROVIDE A PROTECTIVE BARRIER FOR THE EMBEDMENT BACKFILL, BUT STILL ALLOWING WATER TO INFILTRATE INTO THE SYSTEM. THE WOVEN GEOTEXTILE IS DURABLE ENOUGH TO ALLOW LETTING TO CLEAN THE SEDIMENT ROW.</b></li> <li><b>INSPECTION AND MAINTENANCE:</b> INSPECTION OF THE SYSTEM SHOULD OCCUR BIANNUALLY TO ENSURE LARGE AMOUNTS OF SEDIMENT OR DEBRIS HAVE NOT BEEN DEPOSITED IN THE SEDIMENT ROW. DURING THE FIRST YEAR, INSPECTION SHOULD OCCUR MORE FREQUENTLY DUE TO CONSTRUCTION SEDIMENT LOADINGS. TO CLEAN THE SYSTEM, A RETRAC PROCESSOR CAN BE USED TO REMOVE SEDIMENT AND DEBRIS FROM THE SEDIMENT ROW. FOR MORE INFORMATION, REFER TO PRINSCO'S "RETENTION/DETENTION CLEANING AND MAINTENANCE" MANUAL NOTE.</li> <li><b>ACCESS PIPE:</b> PRINSCO RECOMMENDS A 24 INCH (600 mm) DIAMETER ACCESS PIPE TO THE SEDIMENT ROW. A 24 INCH (600 mm) INTERNAL SLEEVE ADAPTER (PART # HST5A-24) WILL BE REQUIRED TO CONNECT TO HSTS ENDCAPS. CONTACT YOUR LOCAL SALES REPRESENTATIVE WITH ANY QUESTIONS.</li> </ol>	<p><b>NOTES:</b></p> <ol style="list-style-type: none"> <li><b>HYDROSTOR HS75 - SEDIMENT ROW</b></li> <li><b>INITIAL BACKFILL:</b> SUITABLE MATERIAL SHALL BE A GRANULAR, WELL GRADED SOIL WITH LESS THAN 35% FINES OR ASHTO M43 SIZES (3, 357, 4, 467, 5, 56, 57, 67, 68, 7, 78, 9, 99, 9, 10). MOST PAVEMENT SUBBASE MATERIALS FALL WITHIN THIS GRADING CRITERIA. INITIAL BACKFILL SHALL EXTEND FROM TOP OF EMBEDMENT BACKFILL TO NOT LESS THAN 18 INCHES (450 MM) ABOVE THE TOP OF THE CHAMBER. COMPACTION TO A MINIMUM OF 90% STANDARD PROCTOR DENSITY.</li> <li><b>FINAL BACKFILL:</b> SUITABLE MATERIALS SHALL BE ANY SOIL DIRECTED BY THE ENGINEER. FINAL BACKFILL SHALL EXTEND FROM TOP OF INITIAL BACKFILL TO NO MORE THAN 8 FEET (2.4 m) ABOVE THE TOP OF THE CHAMBER. COMPACTION LEVELS SHOULD FOLLOW ENGINEER'S RECOMMENDATIONS.</li> <li><b>MINIMUM COVER:</b> FOR TRAFFIC APPLICATIONS A MINIMUM COVER OF 18 INCHES (450 MM) IS REQUIRED, MEASURED FROM THE TOP OF THE CHAMBER TO THE BOTTOM OF FLEXIBLE PAVEMENT OR TO THE TOP OF RIGID PAVEMENT. FOR UNPAVED INSTALLATIONS WHERE RUTTING MAY OCCUR, INCREASE COVER TO 24 INCHES (600 MM). ADDITIONAL COVER MAY BE REQUIRED FOR CONSTRUCTION LOADS.</li> <li><b>MAXIMUM COVER:</b> A COVER HEIGHT OF OVER 8 FEET (2.4 m) IS NOT RECOMMENDED. COVER HEIGHT IS MEASURED FROM THE TOP OF THE CHAMBER TO THE TOP OF THE PAVEMENT.</li> <li><b>LOAD RATING:</b> HS75 CHAMBERS ARE TRAFFIC RATED FOR H-20 VEHICLES WITH ADDITIONAL CONSIDERATION FOR LANE LOADING, COMMONLY REFERRED TO AS H-19.5 LOAD RATING (ASHTO DESIGN TRUCK).</li> </ol>
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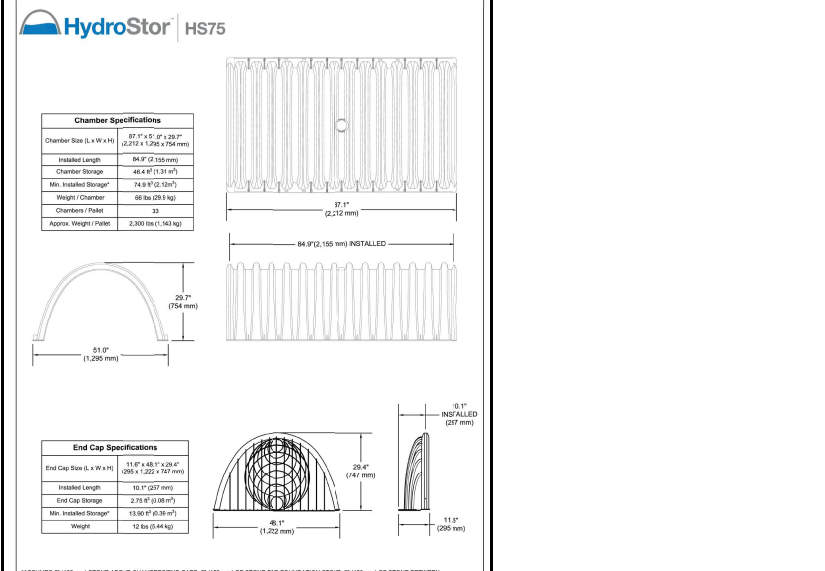
**PRINSCO** 1171 16TH ST NE WILLIAM, MN 55057  
 HYDROSTOR HS75 - SEDIMENT ROW  
 DRAWN BY: JSD DATE: 08/23/2017  
 CHECKED BY: JSD DATE: 08/23/2017  
 FILE NO.: 240209.00



<p><b>NOTES:</b></p> <ol style="list-style-type: none"> <li>REFER TO TABLE 1 FOR DETAILS. CIRCULAR CUT OUT POINT IS LOCATED AT THE CENTER OF EACH HS75 CHAMBER.</li> <li>TAPPED CONNECTION CAN CONSIST OF QWIKSEAL OR APPROVED ENGINEERING EQUIVALENT.</li> <li>PVC FITTING CAN CONSIST OF BELL OR OTHER CONNECTION WHICH PREVENTS PIPE FROM SLIDING INTO THE CHAMBER. ALL PVC FITTINGS TO BE SOLVENT CEMENTED.</li> <li>PVC MAY BE EITHER SCH 35 OR SCH 40.</li> <li>HOLES SHOULD BE CUT WITH A HOLE SAW. IF NEEDED, START WITH SMALLER SIZE AND SLOWLY CUT OUT MORE EVENLY FROM SIDES UNTIL TIGHT FIT OF CONNECTION IN HOLE.</li> </ol>	<p><b>NOTES:</b></p> <ol style="list-style-type: none"> <li>REFER TO TABLE 1 FOR DETAILS. CIRCULAR CUT OUT POINT IS LOCATED AT THE CENTER OF EACH HS75 CHAMBER.</li> <li>TAPPED CONNECTION CAN CONSIST OF QWIKSEAL OR APPROVED ENGINEERING EQUIVALENT.</li> <li>PVC FITTING CAN CONSIST OF BELL OR OTHER CONNECTION WHICH PREVENTS PIPE FROM SLIDING INTO THE CHAMBER. ALL PVC FITTINGS TO BE SOLVENT CEMENTED.</li> <li>PVC MAY BE EITHER SCH 35 OR SCH 40.</li> <li>HOLES SHOULD BE CUT WITH A HOLE SAW. IF NEEDED, START WITH SMALLER SIZE AND SLOWLY CUT OUT MORE EVENLY FROM SIDES UNTIL TIGHT FIT OF CONNECTION IN HOLE.</li> </ol>
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**PRINSCO** 1171 16TH ST NE WILLIAM, MN 55057  
 HYDROSTOR HS75 - INSPECTION PORT  
 DRAWN BY: JSD DATE: 08/23/2017  
 CHECKED BY: JSD DATE: 08/23/2017  
 FILE NO.: 240209.00



\*ASSUMES 8" (190 mm) STONE ABOVE CHAMBER/END CAPS, 8" (190 mm) OF STONE FOR FOUNDATION STONE, 8" (190 mm) OF STONE BETWEEN CHAMBER/END CAPS, 12" (300 mm) OF STONE PERIMETER IN FRONT OF END CAPS AND 4" (100 mm) STONE PERIMETER.

**PRINSCO** 1171 16TH ST NE WILLIAM, MN 55057  
 HYDROSTOR HS75 - SPECIFICATION  
 DRAWN BY: JSD DATE: 08/23/2017  
 CHECKED BY: JSD DATE: 08/23/2017  
 FILE NO.: 240209.00

DATE:	DESIGN BY:	DATE:	DESCRIPTION:
08/23/2017	JAM		
	DMA		
	SCD		
	CHEK BY:		
	DWG FILE:		
	DETAILS:		
	FILE NO.:		
	240209.00		

**NOT FOR CONSTRUCTION**  
**BOGART, PETERSON & ASSOCIATES, INC.**  
 LAND SURVEYING  
 CIVIL ENGINEERING  
 ENVIRONMENTAL SERVICES  
 1401 FIRST STREET, BECKER, MN 55004-4032  
 TEL: 763-265-8282 FAX: 763-265-8284

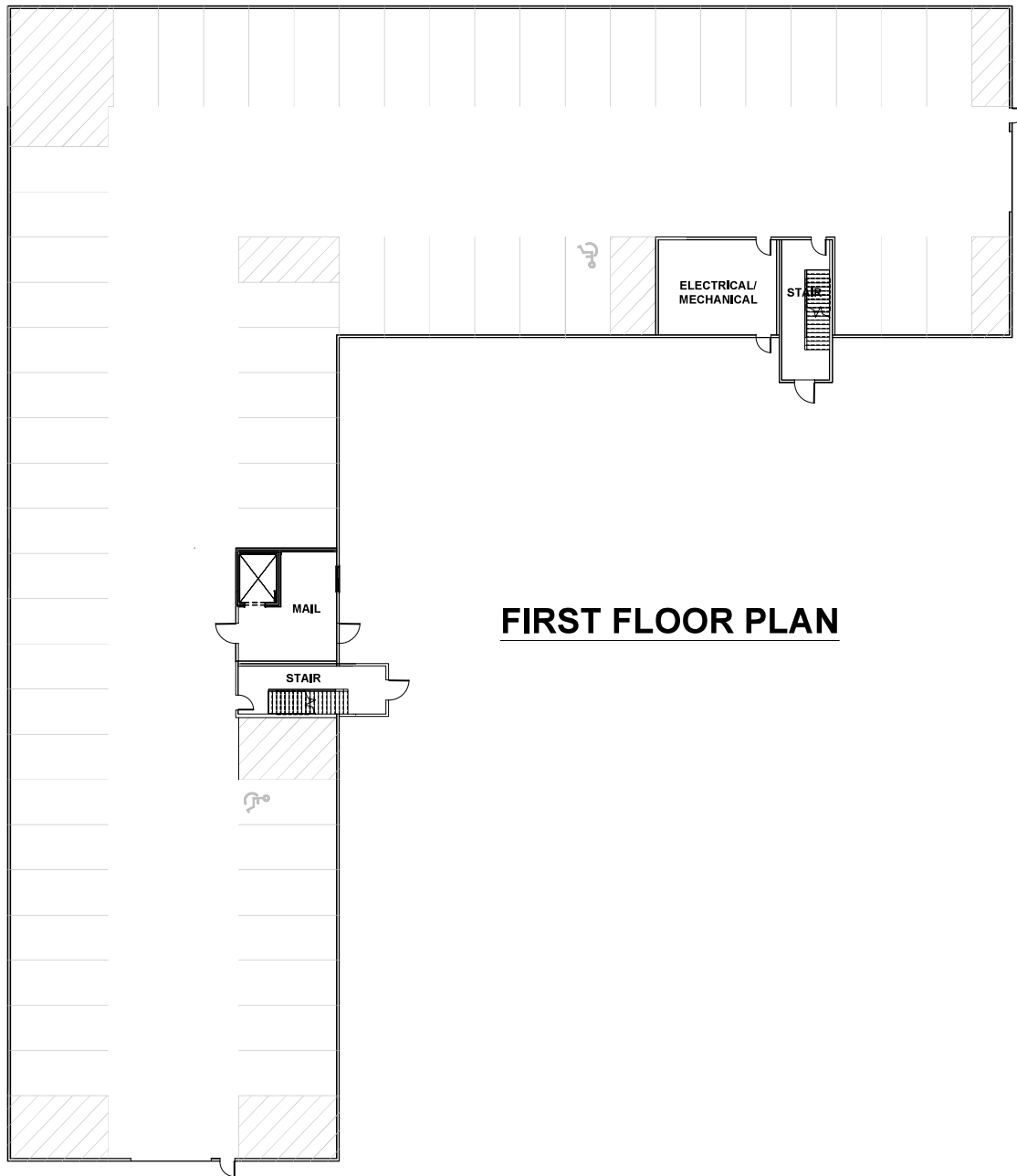
**SITE NAME**  
 City of Elk River, Sherburne County, MN  
**DETAILS**  
**SHEET NO.**

**C10**

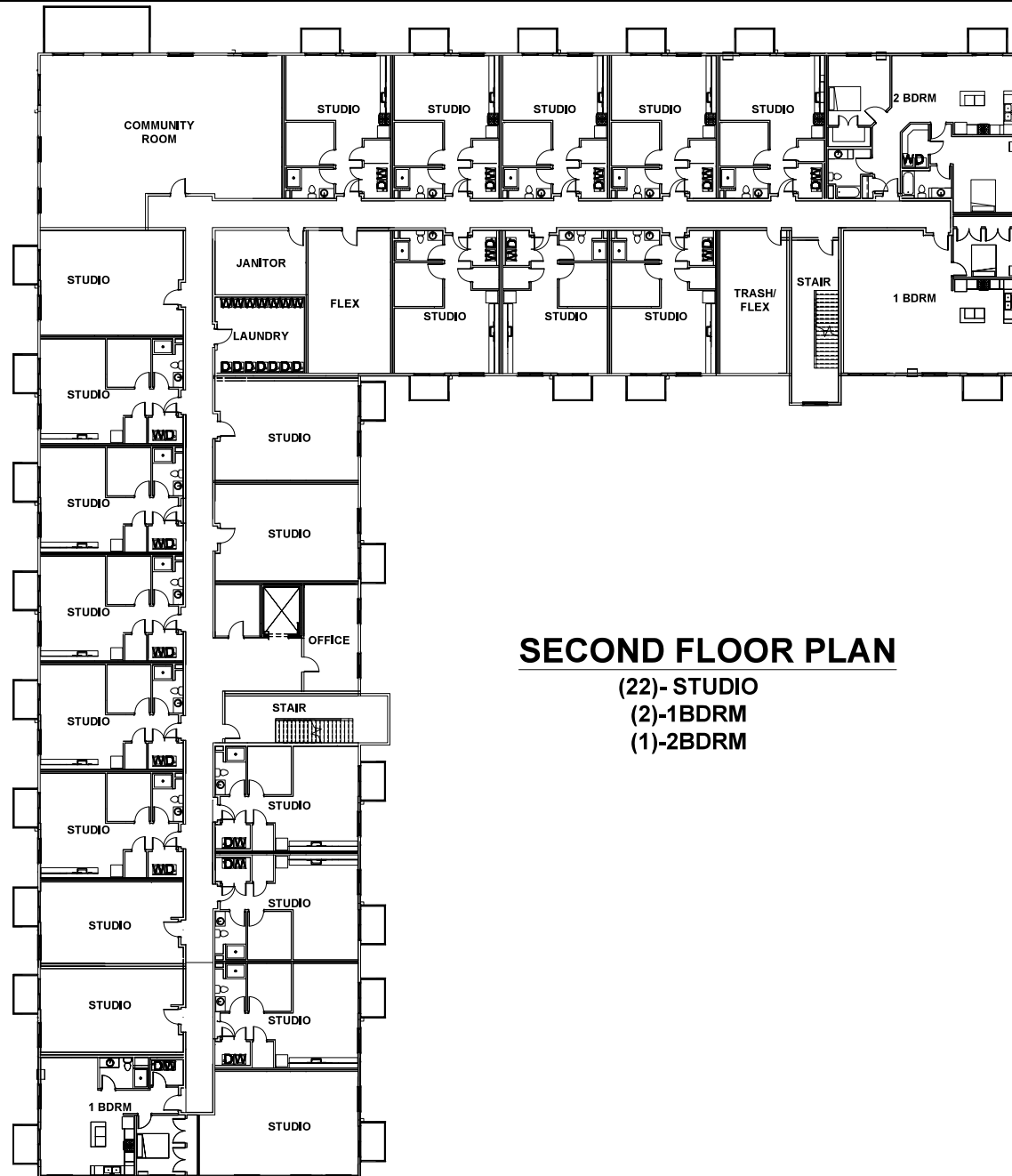
# ELK RIVER RESIDENTIAL SUITES

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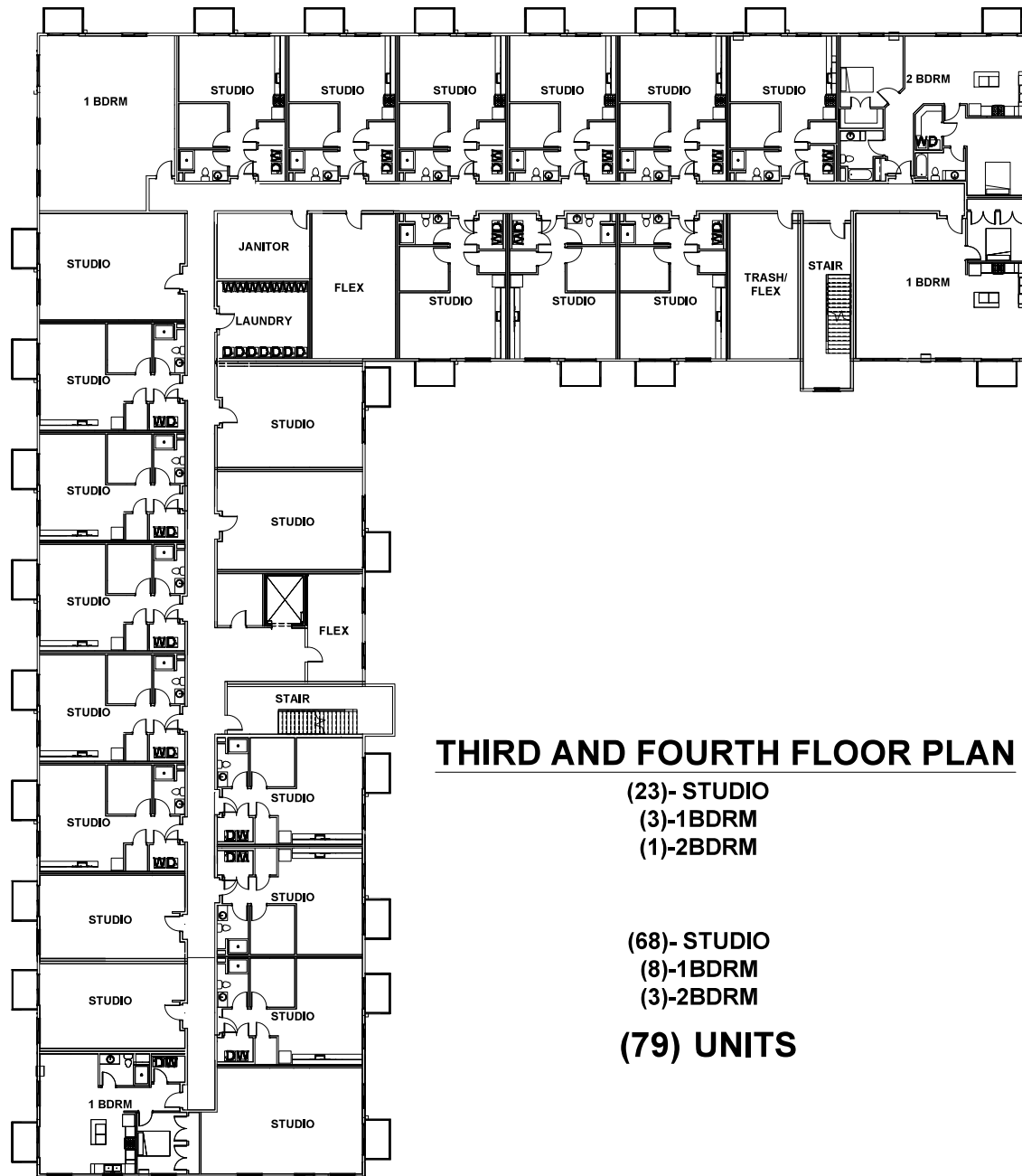


**FIRST FLOOR PLAN**



**SECOND FLOOR PLAN**

- (22)- STUDIO
- (2)-1BDRM
- (1)-2BDRM



**THIRD AND FOURTH FLOOR PLAN**

(23)- STUDIO  
 (3)-1BDRM  
 (1)-2BDRM

(68)- STUDIO  
 (8)-1BDRM  
 (3)-2BDRM

**(79) UNITS**



August 20, 2025

Pat Briggs  
19443 County Road 43, Suite H  
Big Lake, MN 55309

Via Email: [pat@thebriggscompanies.com](mailto:pat@thebriggscompanies.com)

RE: Briggs Apartment PUD – 17379 Twin Lakes Road NW

Staff have completed a review of the application materials submitted for a multifamily apartment PUD - Land Use Amendment (LU 25-02), Zone Change (ZC 25-02), and Ordinance Amendment (OA 25-08) submitted on July 23, 2025, and have the following comments. Please address these comments with future submittals.

#### Land Use Amendment

The proposed land use amendment is consistent with existing apartment uses to the north and south of the subject site. The current designation of mixed residential also supports a higher residential density, but multifamily is a better fit based on the proposed use. Access will be from a collector road. This change will not be incompatible with existing and proposed uses.

#### Zone Change

1. The proposed zone change supports a multifamily/apartment PUD. The Ordinance Amendment creating the PUD must be approved by the City Council in order for the zone change to be recorded.
2. The associated land use amendment must be approved prior to approval of the zone change to PUD.

#### General Plan Comments

1. Water service connection plans are required, please submit with next round of plan updates.
2. Existing water service stubs not used will be considered discontinued. All discontinued water services shall be shut off and disconnected at the main and the stop box shall be removed by a licensed plumber or licensed sewer installer at the expense of the property owner.
3. Hydrants shall be spaced so that all portions of a building or residence to be protected are within a 250-foot radius of a hydrant. (Final review will be made by the Fire Chief and City Engineer)
4. ERMU Electrical Comments:
  - o With two different structures and two different addresses all material and labor related to electric connections will be cut in half and applied equally to each address.
  - o Electric transformers need access from a paved surface.
  - o Please submit a load sheet to determine transformer size needs.

13065 Orono Parkway  
Elk River, MN 55330  
763.635.1000

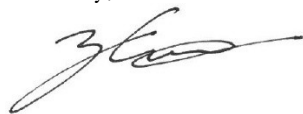


- If any adjustments are needed to maintain power for the existing home, the developer will be responsible for 100% of the material and labor costs.
- 5. No private improvements are permitted in the city ROW (tables, retaining walls, parking lots, stormwater management, etc.)
- 6. Access to Twin Lakes Road southbound will need either a three-quarter access installed with a turn lane, or the temporary access point will need to be removed.
- 7. Submit plans showing all public utilities (sewer and water).
- 8. Provide an updated stormwater report to account for 1.1" of impervious rather than 1". Ensure runoff rates are decreased to all outlets including city storm sewer. Include TSS and TP removals in stormwater report.
- 9. Preliminary site plan and grading plans show impacts to wetlands. Approval of a wetland replacement plan will be required.
- 10. Future building permit applications will require full architectural and engineering plans signed by a qualified professional.
- 11. Ordinance requires 2.5 parking stalls for each residential unit. With two proposed 79-unit buildings, 395 stalls will be required and 158 stalls (79 per building) must be covered. Submitted plans show 258 total stalls with 124 covered spaces (62 per building). This deviation will need to be approved as part of the requested PUD.
- 12. The submitted building elevations are conceptual. Detailed building elevations identifying building heights and material selections and percentage of facade coverage are required.
- 13. Will there be exterior trash storage and enclosures?
- 14. The two single-family homes east of the subject site currently access their property utilizing a driveway running through the property. Access for these homes must be maintained at all times during construction and a permanent ingress/egress easement must be granted to both properties. Additional easements supporting utility extensions through the subject site and to the benefit of the properties to the east must also be included.
- 15. Plans indicate plans for two separate lots. A subdivision application facilitating this split is required.
- 16. The southern building is within the wetland buffer setback. Encroachment into the setback will be considered as part of the PUD. Future maintenance of the site should prohibit maintenance activities within the 25-foot wetland buffer.

The Planning Commission will review the applications on August 26, 2025, at 6:30 p.m. at the Elk River City Hall. With a recommendation from the commission on that date, the City Council will review the project on September 15, 2025.

Thank you, and please submit all updated plans and responses to comments in the citizenserve portal.

Sincerely,



Zack Carlton, AICP  
 Community Development Director  
 763.635.1035

# **Briggs Apartment PUD – Twin Lakes Road**

## **Land Use, Zone Change, and Ordinance**



**SITE**

75-00002-4301

75-00002-4320

75-00002-4302

75-00002-4305

75-00002-4300

75-00002-44

Twin Lakes Road  
Twin Lakes Road









# Background

- Pat Briggs has proposed development of a Planned Unit Development (PUD) with two 79-unit apartment buildings.
- Requires a land use amendment, zone change, and ordinance amendment to create the PUD.
  - Wetland setbacks
  - Parking reduction



**LEGEND:**

-  PROPOSED ASPHALT PAVEMENT
-  PROPOSED GRAVEL SURFACING
-  PROPOSED CONCRETE PAVEMENT
-  PROPOSED TURF ESTABLISHMENT
-  CONCRETE CURB AND GUTTER - B612
-  PROPOSED SIGN

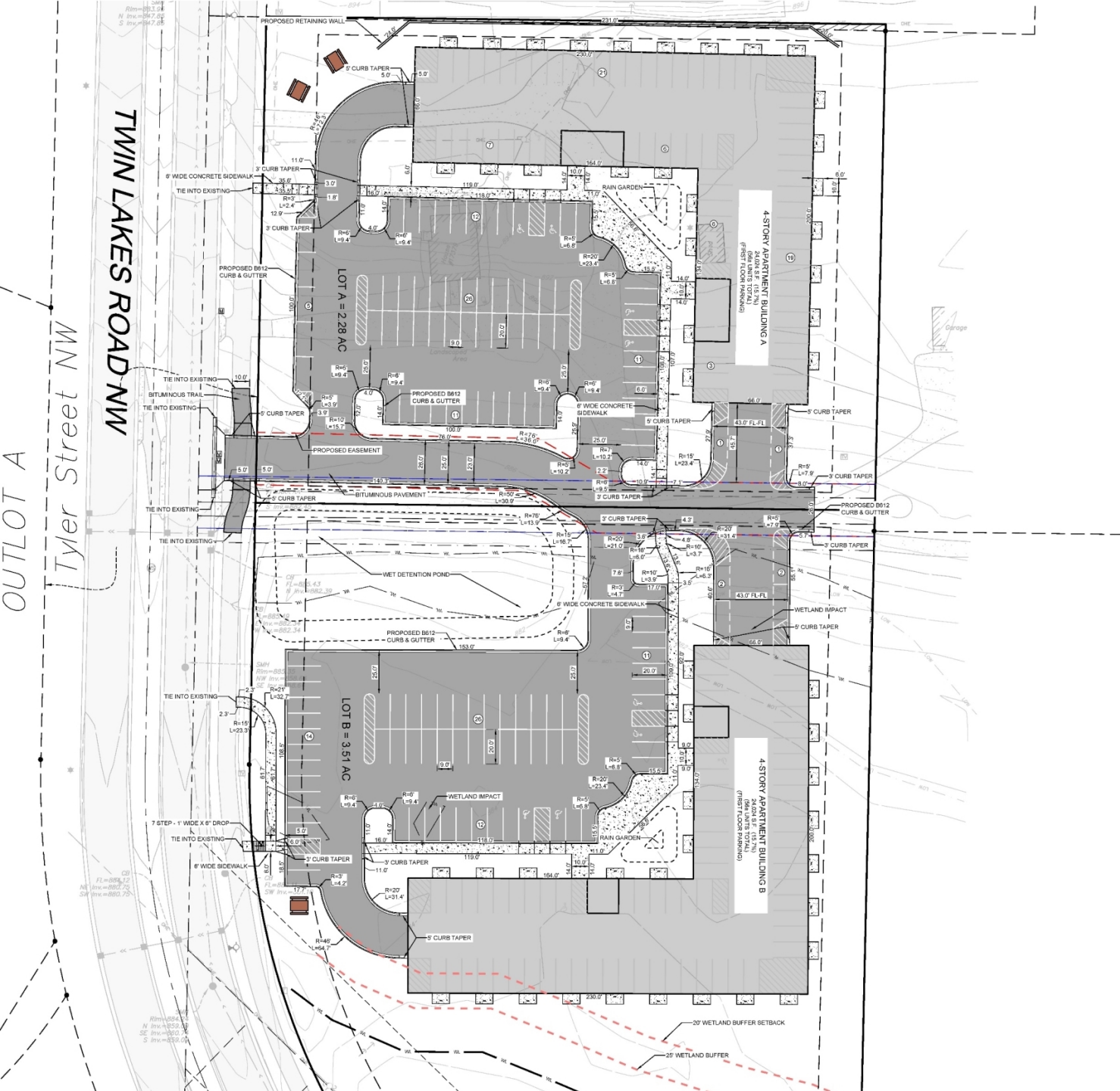
**SITE PLAN NOTES:**

1. PAINTED PAVEMENT MARKING DIMENSIONS ARE SHOWN TO FACE OF CURB. ALL OTHER DIMENSIONS ARE SHOWN TO BACK OF CURB.
2. ALL CONCRETE RAMPS, SIDEWALKS AND ACCESSIBLE HANDICAPPED PARKING STALLS TO CONFORM TO CURRENT A.D.A. REQUIREMENTS.
3. CONTRACTOR SHALL FIELD VERIFY HORIZONTAL AND VERTICAL LOCATION OF EXISTING UTILITIES PRIOR TO START OF CONSTRUCTION.
4. CONTRACTOR SHALL INSTALL EROSION CONTROL MEASURES PRIOR TO THE START OF CONSTRUCTION.
5. CONSTRUCTION SHALL BE IN ACCORDANCE WITH APPLICABLE CITY, COUNTY AND STATE REGULATIONS.
6. SITE SHALL BE REGULATED IN ACCORDANCE WITH THE PLANS APPROVED BY THE CITY.
7. LANDSCAPING AND TURF ESTABLISHMENT PER LANDSCAPE PLANS & SPECIFICATIONS.
8. ALL DISTURBED AREAS OUTSIDE THE BUILDING PAD WHICH ARE NOT DESIGNATED TO BE PAVED OR RECEIVE AGLIME, SHALL RECEIVE AT LEAST 6" OF TOPSOIL AND SHALL BE SEEDED OR SOODED. REFER TO THE EROSION CONTROL PLAN FOR SOIL AND SEED LOCATIONS. ALL OTHER AREAS DISTURBED BY CONSTRUCTION NOT SPECIFICALLY IDENTIFIED TO RECEIVE A CERTAIN SEED MIX SHALL BE MIXED WITH SEED MIX 25-131.
9. WHERE NEW SOD MEETS EXISTING SOD, EXISTING SOD EDGE SHALL BE CUT TO ALLOW FOR A CONSISTENT, UNIFORM STRAIGHT EDGE. JAGGED OR UNEVEN EDGES WILL NOT BE ACCEPTABLE. REMOVE TOPSOIL AT JOINT BETWEEN EXISTING AND NEW AS REQUIRED TO ALLOW NEW SOD SURFACE TO BE FLUSH WITH EXISTING.

**SITE PLAN INFORMATION:**

- PARCEL AREA:**
  - 5.80 ACRES ±
- PROPOSED ZONING:**
  - F7.0 DISTRICT
- PRINCIPAL STRUCTURE SETBACKS:**
  - FRONT: 30'
  - SIDE: 10'
  - REAR: 20'
- PARKING SETBACKS:**
  - FRONT SETBACK FOR PARKING: XX'
  - SIDE SETBACK FOR PARKING: XX'
  - REAR SETBACK FOR PARKING: XX'
- SITE DATA:**

	EXISTING	PROPOSED
PAVEMENT AREA	XXXXX SF	XXXXX SF
BUILDING AREA	XXXXX SF	XXXXX SF
PERVIOUS AREA	XXXXX SF	XXXXX SF
TOTAL AREA	XXXXX SF	XXXXX SF
- PARKING REQUIREMENTS:**
  - MINIMUM PARKING STALL DIMENSIONS: 20' X 9' (90° PARKING)
  - PARKING STALLS:
    - TOTAL STALLS PROVIDED: 258
    - TOTAL INDOOR STALLS: 124 (62 BLD. A / 62 BLD. B)
    - TOTAL OUTDOOR STALLS: 134 (67 BLD. A / 67 BLD. B)
  - TOTAL ADA STALLS PROVIDED: 8 (8 VAN ACCESSIBLE)
  - TOTAL ADA STALLS REQUIRED: 8 (8 VAN ACCESSIBLE REQUIRED)



# Comprehensive Plan – Land Use

- Comp Plan guides the property for Mixed Residential Uses
- Mixed Residential encourages neighborhoods with multiple housing types
  - Increasing density up to small-scale multifamily.
- Proposal for multifamily which supports the apartment use.
  - Apartment projects north and south of subject site.
- Proposed amendment compatible with surrounding uses.

# Zoning

- The subject site is zoned FAST (D) which supports high density residential uses – up to and including the proposed apartment project.
- Proposed rezoning to PUD is required for development as a planned unit development to allow deviations from ordinance.







# General Layout

- Two L-shaped buildings situated on corners of lot with parking and stormwater between the buildings and street.
- Includes underground parking – 124 stalls (62 per building)
- Single access to Twin Lakes Road, a 4-lane collector street.
  - Driveway continues through site and to the east, providing access to two existing homes.
    - Access/utility easements are required.
  - Additional details regarding southbound access are required.



0' 30' 60'  
SCALE 1"=30'

**LEGEND:**

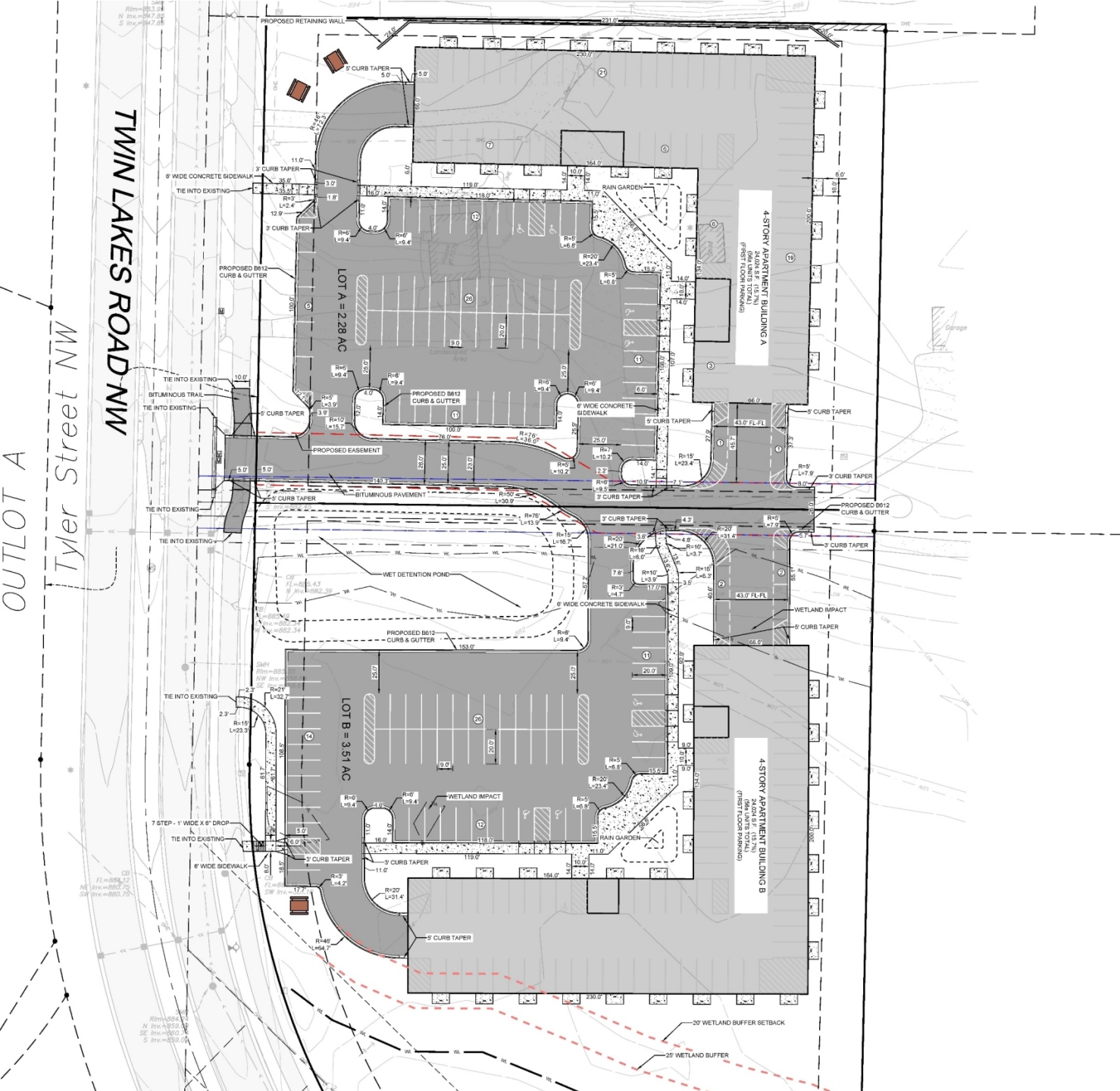
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-  PROPOSED CONCRETE PAVEMENT
-  PROPOSED TURF ESTABLISHMENT
-  CONCRETE CURB AND GUTTER - B612
-  PROPOSED SIGN

**SITE PLAN NOTES:**

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**SITE PLAN INFORMATION:**

- PARCEL AREA:**  
• 5.80 ACRES ±
- PROPOSED ZONING:**  
• F7.0 DISTRICT
- PRINCIPAL STRUCTURE SETBACKS:**  
• FRONT: 30'  
• SIDE: 10'  
• REAR: 20'
- PARKING SETBACKS:**  
• FRONT SETBACK FOR PARKING: XX'  
• SIDE SETBACK FOR PARKING: XX'  
• REAR SETBACK FOR PARKING: XX'
- | SITE DATA     | EXISTING  | PROPOSED  |
|---------------|-----------|-----------|
| PAVEMENT AREA | XXXXX SF  | XXXXX SF  |
| BUILDING AREA | XXXXX SF  | XXXXX SF  |
| PERVIOUS AREA | XXXXX SF  | XXXXX SF  |
| TOTAL AREA    | XXXXXX SF | XXXXXX SF |
- PARKING REQUIREMENTS:**  
• MINIMUM PARKING STALL DIMENSIONS: 20' X 9' (90° PARKING)  
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75-00002-4302

175th Avenue

75-00002-4310

75-00002-4302

75-00002-4320

Twin Lakes Road

Twin Lakes Road

**SITE**

75-00002-4305

75-00002-4301

75-00002-4300

75-00002-44



## Parking

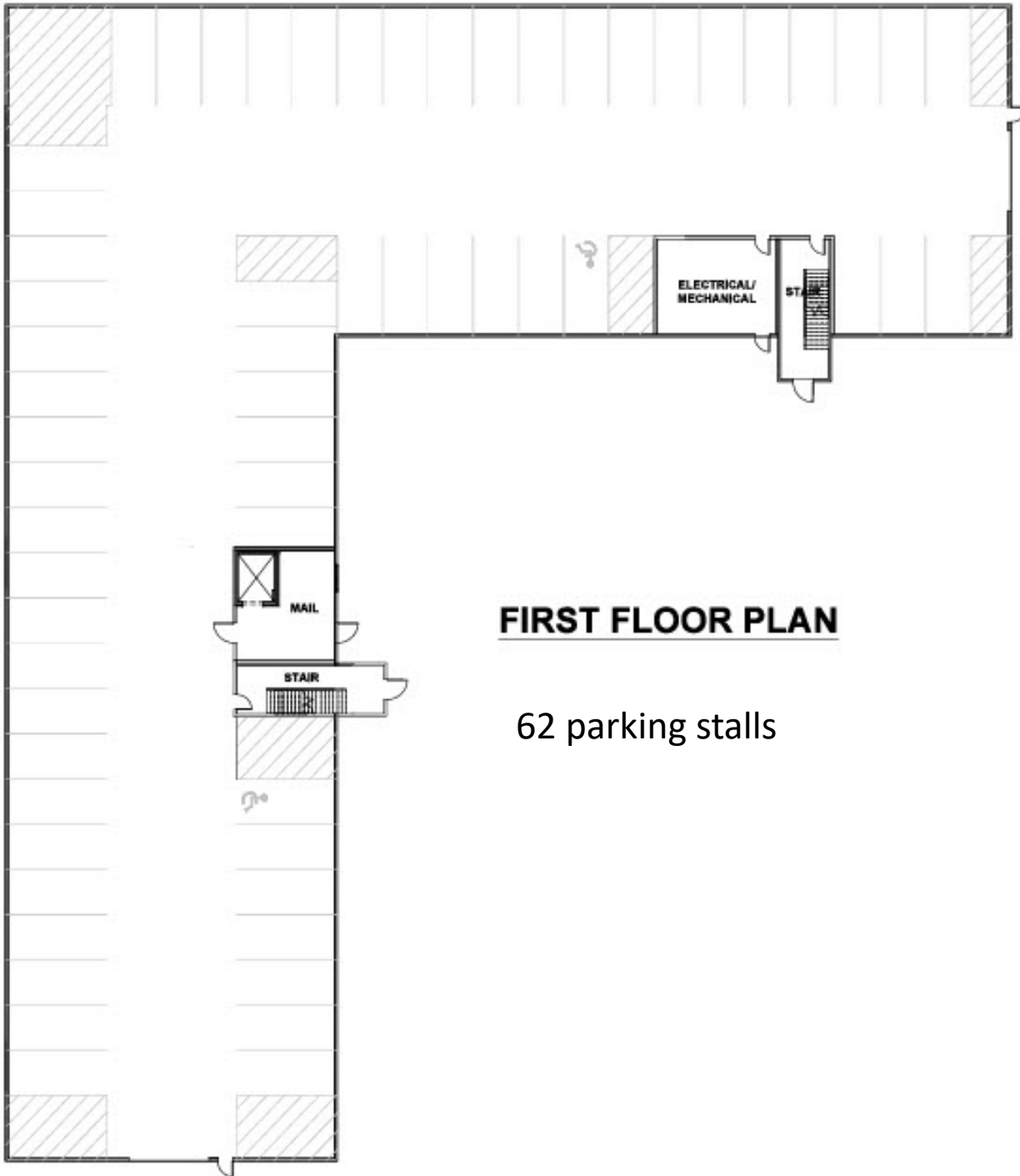
- Ordinance requires 2.5 stalls/unit – one covered.
- Plus provide 1.63 total stalls/unit
  - Deficient on covered and surface stalls.
- 2.0 stalls/unit generally approved with proof of parking.
- One project has been short on covered stalls (Common Bond).
- ER Lodge (AmericInn)

1.94/unit constructed.

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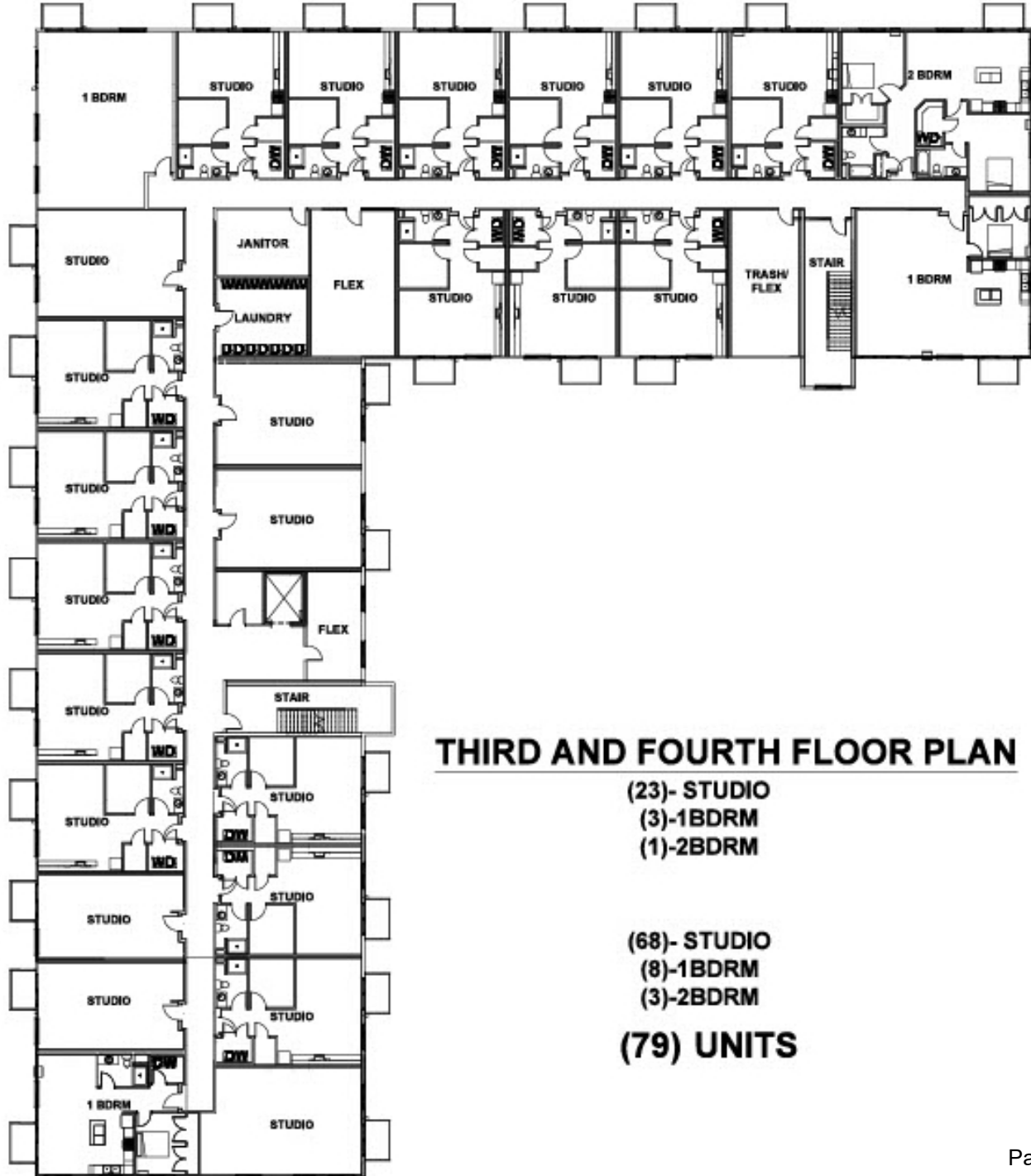


- Conditions requiring additional architectural details and landscape plans



**FIRST FLOOR PLAN**

62 parking stalls



**THIRD AND FOURTH FLOOR PLAN**

(23)- STUDIO  
 (3)-1BDRM  
 (1)-2BDRM

(68)- STUDIO  
 (8)-1BDRM  
 (3)-2BDRM

**(79) UNITS**

# City Utilities

- Both structures would connect to city services.
  - Additional utility details are required.

# Planning Commission Actions

- PUD's carry additional discretion on behalf of PC and CC
  - Different than plats and CUPs.
  - PC can recommend approval, modifications, or denial of the request.
  - May request changes or updates for review at a subsequent meeting (architectural, site plans, etc.)
- Discuss the proposed project.
  - Comprehensive Plan Amendment.
  - Parking deviation from 2.5 to 1.63 stalls/unit without proof of parking.
  - Wetland encroachments along south lot line.
  - Environmental impacts.
  - Unit mix in the building.
  - General layout and design.

# Action Requested

- The Commission may recommend approval, denial, or continue their review to September 23, 2025, and request plan updates.
- Three applications require action
  - Land use amendment from Mixed Residential to Multifamily
  - Zone change from FAST (D) to PUD
  - Ordinance Amendment establishing the PUD







# City Council Meeting

- If the Planning Commission acts, the City Council will review the plat on **September 15, 2025**.





**LEGEND:**

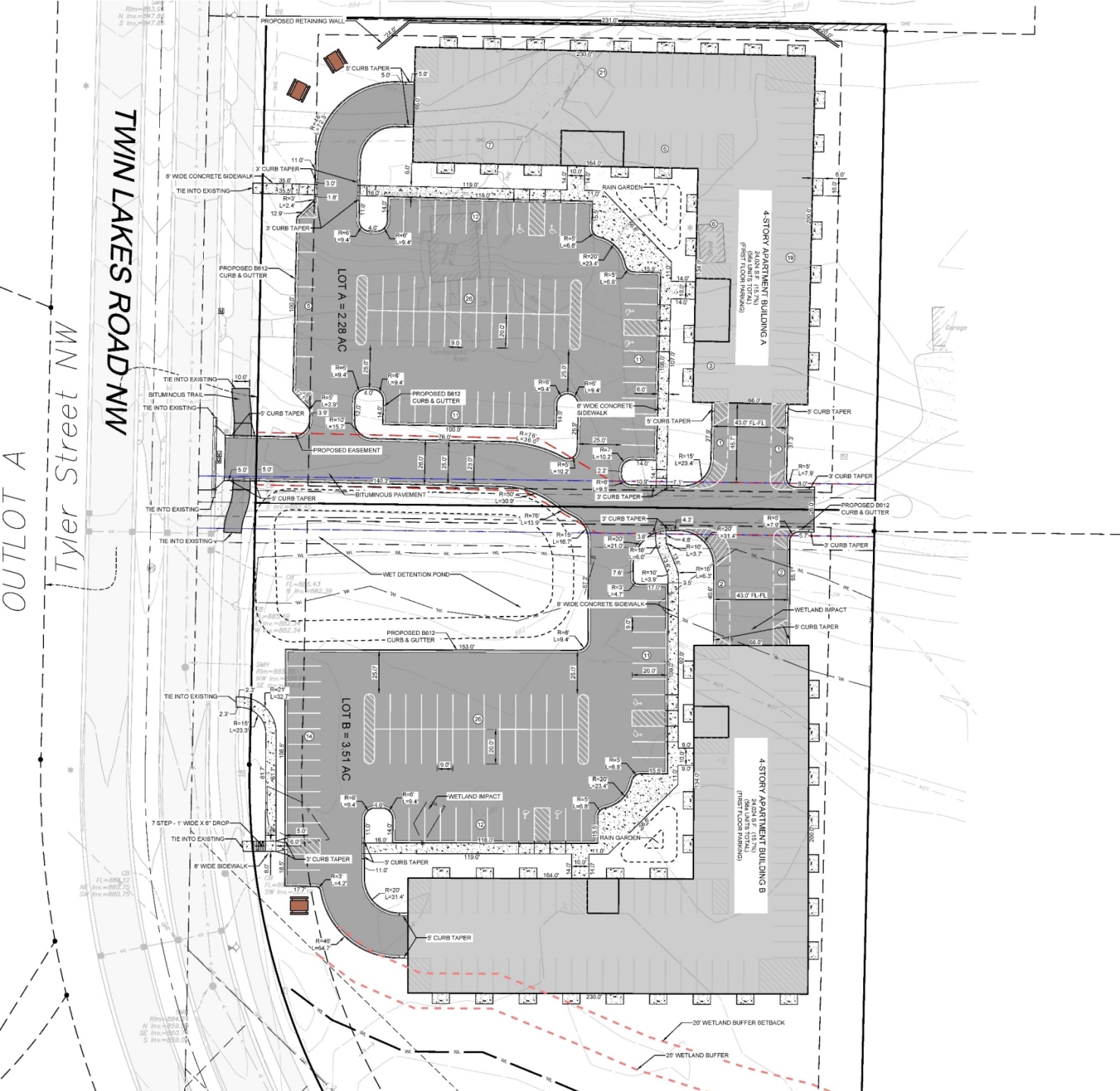
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-  PROPOSED TURF ESTABLISHMENT
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**SITE PLAN INFORMATION:**

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 • 5.80 ACRES ±
- PROPOSED ZONING:**  
 • PFD DISTRICT
- PRINCIPAL STRUCTURE SETBACKS:**  
 • FRONT: 30'  
 • SIDE: 10'  
 • REAR: 20'
- PARKING SETBACKS:**  
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 • REAR SETBACK FOR PARKING: XX'
- | SITE DATA     | EXISTING | PROPOSED |
|---------------|----------|----------|
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| BUILDING AREA | XXXXX SF | XXXXX SF |
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TWIN LAKES ROAD NW  
 Tyler Street NW  
 OUTLOT A



# Request for Action

**To**  
Planning Commission

**Item Number**  
4.2

**Meeting Date**  
August 26, 2025

**Prepared By**  
Zack Carlton, Community Development Director

**Item Description**  
Preliminary Plat: Prairie Haven, Gavin Hemmer -  
13631 192 1/2 Ave NW

**Reviewed by**  
Chris Leeseberg

### Action Requested

Recommend, by motion, approval of the Preliminary Plat of Prairie Have, subject to the following conditions:  
1. The associated lot size variance (V 25-12) must be approved and recorded along with a future final plat.  
2. A wetland variance to support a driveway for lot 1 must be approved prior to approval of a final plat.  
3. The applicant should work with their surveyor to explore opportunities to minimize the right-of-way dedicated for 192nd 1/2 Ave.

### Background/Discussion

The applicant, Gavin Hemmer, proposes subdividing two existing lots with the plat of Prairie Haven, creating four new buildable lots. One parcel will house the existing home, and the three remaining lots will be sold for single-family development.

The applicant has also requested approval of a lot-size variance for two of the parcels. The property is zoned R-1a with a minimum lot size of 2.5 acres and the proposed lots are 1.29 and 1.59 acres. Each parcel has at least 1 acre of buildable upland area, supporting a home, two septic system locations, and options for detached accessory structures. Approval of the variance is included as a condition of approval.

The proposed lots have the required frontage on a public street, but lot 1 will also require a variance to support a driveway through a wetland buffer setback. The lot is buildable beyond the wetland setbacks. The applicant must apply for this variance and receive approval prior to bringing a final plat forward for approval by the City Council.

### 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.*

The subdivision requires approval of two variances. One of which has already been applied for, and the second is included as a condition of approval. The current variance application supports development of two substandard lots, and the second will support a driveway access for lot 1. If the variances are approved, the subdivision will be consistent with the zoning regulations of this article.

### The Elk River Vision

*A welcoming community with revolutionary and spirited resourcefulness, exceptional service, and community engagement that encourages and inspires prosperity*



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 property for rural residential uses, supporting larger lot single-family uses with well and septic access. City services are not proposed for properties in this classification. The proposed subdivision is consistent with this guidance.

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 majority of the site is developable upland property, supporting single-family development. A wetland delineation identified two wetlands in the NW corner of the subject site, limiting development options. This lot is the largest of the proposed lots and has more than enough upland area to support the development of a single-family home, septic system, and accessory structure.

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.*

Water supply and sewage will be handled onsite with private wells and septic. The remaining provisions are provided for within the proposed subdivision.

5. *The proposed subdivision will not cause substantial environmental damage.*

The identified wetlands are protected with the wetland buffer and setback ordinance. The required driveway encroachment is anticipated to remain outside the 25-foot buffer, and may only impact the 20-foot buffer setback. The city has supported multiple limited driveway encroachments consistent with the anticipated request.

6. *The proposed subdivision will not conflict with easements of record or with easements established by judgment of a court.*

The large right-of-way proposed for 192nd 1/2 Ave is 166 feet wide at its widest and reduces the lot size for parcels 2 and 3. Staff has included a condition that the applicant work with his surveyor to review the right-of-way for possible reduction in size, closer to the typical width of 66-feet. Northern Natural Gas also has a large easement along the southern boundary of lots 2 and 3, limiting the buildable area. After taking these easements into account, the subdivision can accommodate the proposed uses.

7. *The proposed subdivision will not have an undue and adverse impact on the reasonable development of neighboring land.*

The proposed subdivision will not have an adverse impact on the reasonable development of neighboring land.

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 addition of two buildable lots at this intersection is not premature as the existing infrastructure can support the uses.

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

## **Financial Impact**

None

**Mission/Policy/Goal**

Support the growth and development of the community.

**Attachments**

1. Location Map
2. Applicant's Narrative
3. Preliminary Plat of Prairie Haven
4. 4.2 Prairie Haven Plat



# Project Location Map

Gavin Hemmer

Preliminary Plat

Case No: P 25-20



This variance request supports the proposed Prairie Haven Subdivision, a thoughtfully designed residential development on a 12.20 acre parcel within the R-1A zoning district. The plan proposes four single-family residential lots, two of which are modestly below the 2.5 acre minimum required by ordinance. However, each of these lots exceeds 1 acre of dry, contiguous upland and fully meets all septic, access, and buildability standards.

The goal of this project is to offer high-quality rural residential lots at a more attainable price point compared to surrounding properties, while maintaining the area's low-density character. The modest reduction in lot size is a strategic approach that helps control development costs, preserves open space, avoids environmental impacts, and reduces infrastructure demands all without compromising the quality or integrity of the neighborhood.

This parcel is uniquely constrained by its irregular shape, natural gas easements, County Road 35 frontage, and adjacent BNSF rail line. These factors reduce flexibility in lot layout and are entirely outside the petitioner's control. The proposed subdivision is a practical and responsible solution to these constraints.

Every element from soil borings and septic locations to access points and wooded buffers has been carefully planned with input from professional surveyors and engineers. The result is a subdivision that fits seamlessly into the surrounding neighborhood, maintains open space, requires no new roads or public utilities, and respects all environmental and infrastructure concerns.

By granting this variance, the city enables a project that balances ordinance intent with real-world site conditions, while supporting the city's goals of rural preservation, housing diversity, and responsible growth.

SOIL BORING LOG Dan Bogart - MPCA Cert. No. 4094			
Sol Boring #	Elevation	Notting	Dev. of Notated Sol
Sol Boring 1	923.3	17"	921.9
Sol Boring 2	922.4	23"	921.0
Sol Boring 3	923.4	8"	921.9
Sol Boring 4	927.6	25"	925.5
Sol Boring 5	930.2	24"	928.2
Sol Boring 6	921.2	14"	920.0
Sol Boring 7	922.0	8"	920.7
Sol Boring 8	921.2	20"	919.5
Sol Boring 9	921.7	23"	919.8

# Preliminary Plat of PRAIRIE HAVEN

## CITY OF ELK RIVER SHERBURNE COUNTY, MN

I hereby certify that a boundary survey has been completed for the preliminary plat of PRAIRIE HAVEN, Sherburne County, Minnesota.

Richard Thompson  
Date: 7/18/25 Lic. No. 62953

**Property Description Per Warranty Doc. No. 984217:**  
Parcel A: The East 330 feet of that part of the Northeast Quarter of the Southeast Quarter lying North of the center line of County Road No. 35, in Section 30, Township 33, Range 26, Sherburne County, Minnesota.

**EXCEPTING THEREFROM** the railroad right of way.  
That part of the East Half of the Northeast Quarter of the Southeast Quarter, Section 30, Township 33, Range 26, Sherburne County, Minnesota, lying West of the East 330 feet thereof, and lying North of the center line of County Road No. 35.

**EXCEPTING THEREFROM** the railroad right of way.  
Northeast Corner of Sec. 30, Twp. 33, Rng. 26, Sherburne County, MN  
East Iron Monument  
Doc. No. 17289

**Road Easement Description Per Oulm Claim Deed Doc. No. 984216:**  
Parcel A: Ogden Avenue right of way  
The West 25 feet of that part of the East Half of the Northeast Quarter of the Southeast Quarter lying North of the center line of County Road No. 35, in Section 30, Township 33, Range 26, lying North of the Northern railroad right-of-way and lying South of a line 166 feet North and parallel to the northern right of way, said described land being commonly known as Ogden Avenue.

**Parcel B:**  
All that part of the East Half of the Northeast Quarter of the Southeast Quarter of Section 30, Township 33, Range 26 lying East of the above-described Parcel A, North of the Northern railroad right of way and lying South of the following described line:  
Beginning at a point on the East line of the Southeast Quarter of Section 30 a distance of 66 feet North of the Northern railroad right-of-way (thence Westerly parallel with the Northern railroad right-of-way to a point on the West line of the Northeast Quarter of said Section 30, a distance of 66 feet North of said railroad right-of-way; thence Northwesterly to a point on the parallel with the railroad right-of-way a distance of 166 feet North (as measured parallel with the East line of said Southeast Quarter) of said railroad and 100 feet (as measured along said parallel line) distant East from the East line of the above-described Parcel A; thence Westerly along said parallel line to the East line of the above-described Parcel A and then terminating.

Reserving, however, to the Grantor a permanent easement for public roadway and utility purposes over, under and across and through the entirety of Parcels A and B described above.

- Survey Notes:**
1. Subject property is NOT part of the unincorporated district or within a flood plain district as mapped by FEMA.
  2. Contours were created using MNDNR MN/Topo Lipo (NAVD 88) and field located information.
  3. Soil borings were approved by Dan Bogart, MPCA Lic. No. 4094 of Bogart, Pederson & Associates on 6/11/25.
  4. Wetland delineation completed by Robert Harrington from Bogart, Pederson & Associates, EW02 No. 5428. Notice of Decision was granted on 7/10/2025.
  5. Client wishes to seek a variance for lot size to be smaller than the 2.5 Acre minimum for the zoning district. They wish to adhere to the 1 acre minimum of any contiguous area for the proposed lots.
  6. The underground utilities shown herein have been located from observed evidence together with evidence from plans and markings by utility companies and other appropriate sources. The surveyor makes no guarantees that the underground utilities shown complete of such utilities or that all utility companies responded to the locate request in the area, either in service or abandoned. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated, although he does certify that they are located as accurately as possible from information available.
  7. Soil boundaries are referenced from soil source information provided by the USDA Web Soil Survey.
  8. Driveways that would cross over Natural Gas Pipelines may need additional approvals and have to adhere to special rules. For more information, please contact Northern Natural Gas (402) 398-7592.
  9. Reference Title Commitment No. 108697 by Home Security Abstract & Title Company/Chicago Title Insurance Company, Issued May 18, 2025.
  10. Reference City of Elk River Resolution No. 25-27 which conveyed by Oulm Claim Deed Doc. No. 984216 the underlying fee title to the area defined in Doc. No. 984216 while still reserving an easement for public roadway and utility purposes.

**SOILS CHART**

Map symbol & soil name	Hydrologic Group	Water Table Depth (ft)
7c: Bluffton loam, depression, 0 to 1 percent slopes	B/D	0
204B: Cushing fine sandy loam, 2 to 8 percent slopes	B	43-73
D67B: Hubbard loamy sand, 1 to 6 percent slopes	A	>80

+ Data from USDA Web Soil Survey

**SCHEDULE OF DRY CONTIGUOUS AREAS FOR LOTS**

Block	Lot	Total Lot Area (Ac)	Contiguous Upland Area (Ac)
1	1	2.69%	1.01%
1	2	1.29%	1.01%
1	3	1.59%	1.00%
1	4	4.1%	3.02%
R/W		2.52%	
Total		12.20%	

Note: For the purpose of this plat, contiguous upland area is defined by areas excluding wetland buffer/backset areas, natural gas line easement and proposed drainage and utility easements.

Bearings are based on the Sherburne County coordinate system (NAD83 8663). For the purpose of this survey, the East line of the NE 1/4 of the SE 1/4 is assumed to bear South 0°12'27" East.

- Denotes found iron monument
- Denotes 8 inch by 14 inch iron monument with a plastic plug stamped R.L.S. 62594 to be set within one year of platting date
- Denotes well 8 inch by 14 inch iron monument with a plastic plug stamped R.L.S. 62953.
- Denotes found cast iron monument
- ✱ Denotes found PK nail

**REFERENCE BENCHMARK:**  
MNDOT Geodetic Monument "ZEBULON"  
Elevation = 920.29 feet (NAVD 88)

**PROJECT BENCHMARK:**  
Spike in power pole in the NE quadrant of Ogden St. NW and 192nd St. Ave.  
Elevation = 922.82 feet (NAVD 88)

**OWNER/DEVELOPER:**  
Govin Hemmer  
Prairie Haven LLC,  
1378 First Street  
Baxter, MN 55506-9322  
Elk River, MN 55330

**SURVEYORS & ENGINEERS:**  
Bogart, Pederson & Associates, Inc.  
1378 First Street  
Baxter, MN 55506-9322  
763-262-8622

**TOTAL AREA:** 12.20% Acres  
**EXISTING ZONING:** R-1A Single Family Residential  
**PROPOSED ZONING:** R-1A Single Family Residential  
\*Seeking Variance for Lot Size

**EXISTING MINIMUMS:**  
160' Width  
10' Area  
1.00 Acre Upland

**DENOTES BUILDING SETBACKS:**  
35' Front  
30' Rear  
45' Wetland buffer and setback  
20' side

**Drainage and Utility Easements are shown thus:**

N.L.S.  
Being 10 feet in width and adjoining right-of-way lines and plat boundary lines, also being 5 feet in width and adjoining lot lines, unless otherwise indicated, as shown on plat.

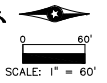
**DATE:** 6/10/25  
**FIELD DATE:** June 2nd, 2025  
**BK/PG:** 71-105/pg. 74 and 76  
**DRAWN BY:** CK  
**CHECKED BY:** RT  
**DWG FILE:** 25-0186.00 Prelim  
**FILE NO:** 25-0186.00

**REVISIONS:**

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

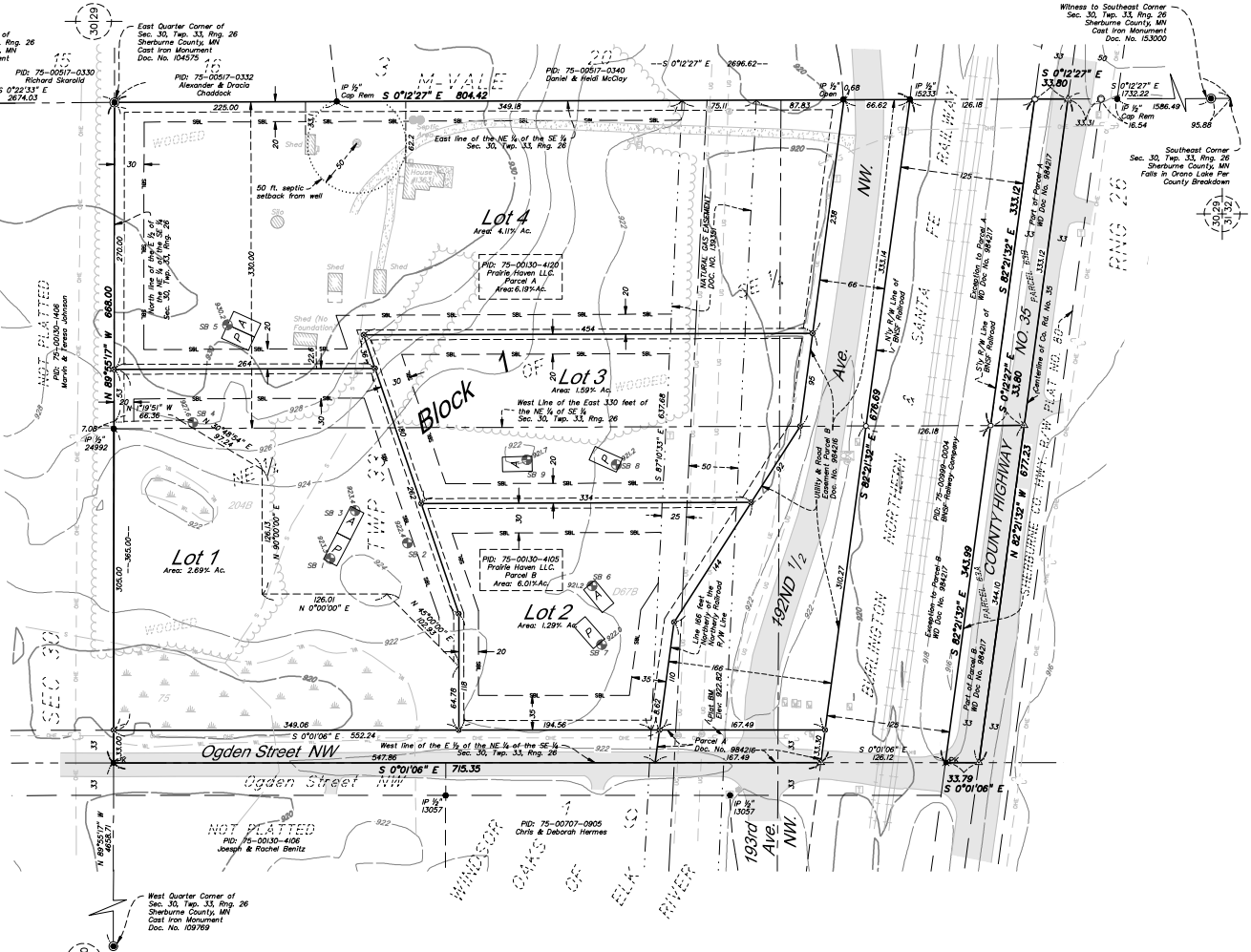
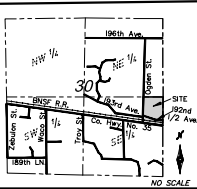
Richard Thompson  
Date: 7/18/25 Lic. No. 62953

**BOGART, PEDERSON & ASSOCIATES, INC.**  
LAND SURVEYING  
ENGINEERING  
MAPPING  
300 WEST WISCONSIN, MINNAPOLIS, MN 55408-1000  
TEL: 763-262-8622 FAX: 763-262-8644



- LEGEND:**
- Denotes found metal disk
  - △ Denotes set nail
  - ⊙ Denotes gas marker
  - ⊙ Denotes fiber optic marker
  - ⊙ Denotes sanitary manhole
  - Denotes sign
  - Denotes power pole
  - Denotes telephone pedestal
  - Denotes electric meter
  - Denotes fiber optic vault
  - Denotes soil boring
  - Denotes light pole
  - Denotes well
  - Denotes wetland
  - PA Denotes proposed Primary & Alternate septic sites
  - LS 24992 Denotes Raymond G. Prassch, LS
  - LS 19233 Denotes Dennis V. Taylor, LS
  - LS 13027 Denotes Lynn P. Caswell, LS
  - Denotes aluminum surface
  - Denotes concrete surface
  - Denotes gravel surface
  - Denotes overhead electric
  - Denotes underground gas line
  - Denotes tree line
  - Denotes easement
  - Denotes natural gas easement
  - Denotes right of way
  - Denotes major contour
  - Denotes minor contour
  - Denotes existing outflow
  - Denotes wetland
  - Denotes building setback line
  - Denotes soil type boundary
  - Denotes soils classification type
  - Denotes railroad tracks

**VICINITY MAP**  
Sec. 30, Twp. 33, Rng. 26  
Sherburne County, MN



**BOGART, PEDERSON & ASSOCIATES, INC.**

**PRELIMINARY PLAT**  
for  
Govin Hemmer  
PRAIRIE HAVEN  
City of Elk River  
Sherburne County, MN

# **Gavin Hemmer/ Prairie Haven Plat**

## **Preliminary Plat**



75-00517-033

75-00517-0

0130-4106

75-00707-0905

75-00517-0340

Cardon Street  
Cardon Street NW



**SITE**

193rd Avenue

1 192nd Avenue

75-00130-4410

# Background

- Applicant, Gavin Hemmer, proposes platting two lots into four buildable parcels.
  - Plat of Prairie Haven
- Minimum lot size of 2.5 acres
- Variance proposal for two lots at 1.59 and 1.61 acres
  - Remaining two lots meet the minimum.
  - All parcels meet lot frontage and width requirements.
- Updated plat addresses wetland setback variance and right-of-way width.
  - Addresses conditions two and three.
- Served by private well and septic.
- Right-of-way dedication for Ogden Street and 192<sup>nd</sup> 1/2 Avenue

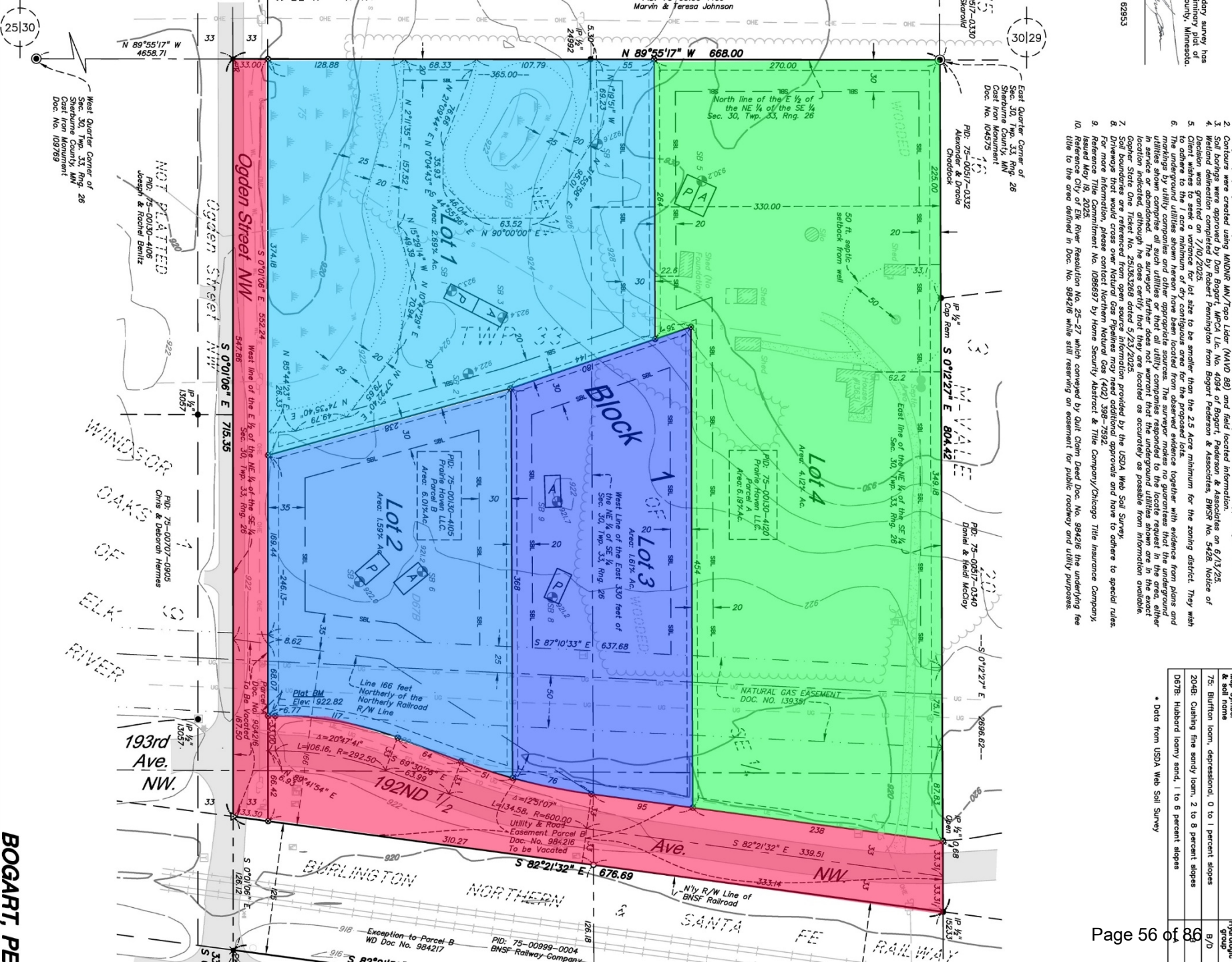
1. Subject property is NOT part of the shoreline district or within a flood plain district as mapped by FEMA.
2. Contours were created using MINKO BM Topo sheet (MAD 053) and field located information. Details on 6/13/25.
3. Wetland delineation completed by Robert Pennington from Bogart, Pedersen & Associates, BWSR No. 5428. Notice of Decision was granted on 7/10/2025.
4. Client wishes to seek a variance for lot size to be smaller than the 2.5 Acre minimum for the zoning district. They wish to achieve the 1 acre minimum of dry contiguous area for the proposed lots.
5. To adhere to the 1 acre minimum and other appropriate sources. The surveyor makes no guarantee that the underground utilities shown comprise all such utilities or that all utility companies responded to the locate request in the area, either in service or abandoned. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated, although he does certify that they are located as accurately as possible from information available.
6. Surveyor State One Patent No. 25052288 dated 2/2/2023.
7. Superior Court Case No. 23052288 provided by the USDA, Web Soil Survey.
8. Driveways that would cross over Natural Gas Pipelines may need additional approvals and have to adhere to special rules.
9. For more information, please contact Northern Natural Gas (402) 398-7592.
10. Reference Title Commitment No. 1086897 by Home Security Abstract & Title Company/Chicago Title Insurance Company, Issued May 19, 2025.
11. River Resolution No. 25-27 which remained by Quil Chain Land Dec. No. 994216 while still reserving an easement for public roadway and utility purposes.

East Quarter Corner of  
Sec. 30, Twp. 33, Rng. 28  
Established by  
Coast Iron Monument  
Doc. No. 104975  
P.D.: 75-00517-0332  
Alexander & Dreco  
Chadwick

Cap Room  
P.D.: 75-00517-0340  
Daniel & Heidi McCoy

Map symbol & soil name	Slope
75: Blurlton loam, depressional, 0 to 1 percent slopes	0 to 1 percent slopes
2048: Cushing fine sandy loam, 2 to 8 percent slopes	2 to 8 percent slopes
067B: Hubbard loamy sand, 1 to 6 percent slopes	1 to 6 percent slopes

\* Data from USDA Web Soil Survey



25 | 30

30 | 29

West Quarter Corner of  
Sec. 30, Twp. 33, Rng. 28  
Sherrill County, MN  
Established by  
Coast Iron Monument  
Doc. No. 109789

NOT PLATTED  
P.D.: 75-00130-4105  
Joseph & Rachel Benitz

P.D.: 75-00707-0905  
Chris & Deborah Hermes

193rd  
Ave.  
NW.

BOGART, PE

5130

N 89°55'17" W  
4658.71

33 33

5.30'  
IP 1/2"  
24992

N 89°55'17" W 668.00

West Quarter Corner of  
Sec. 30, Twp. 33, Rng. 26  
Sherburne County, MN  
Cast Iron Monument  
Doc. No. 109769

NOT PLATTED  
PID: 75-00130-4106  
Joseph & Rachel Benitz

Ogden Street NW

Ogden Street NW

S 0°01'06" E 715.35

West line of the E 1/2 of the SE 1/4 of Sec. 30, Twp. 33, Rng. 26

PID: 75-00707-0  
Chris & Deborah He

WINDSOR

128.88

68.33

365.00

107.79

55

188

North line of the NE 1/4 of Sec. 30, Twp.

374.18

25

20

157.52

15°29'14" W

N 10°47'29" E

70.94

49.39

15°29'14" W

N 10°47'29" E

70.94

49.39

15°29'14" W

N 10°47'29" E

70.94

49.39

15°29'14" W

N 10°47'29" E

70.94

Area: 2.69% Ac.

Area: 1.59% Ac

Area: 6.01% Ac

Area: 6.19% Ac

Area: 1.61% Ac

Area: 1.61% Ac

Area: 1.61% Ac

Area: 1.61% Ac

Area: 1.61% Ac

Area: 1.61% Ac

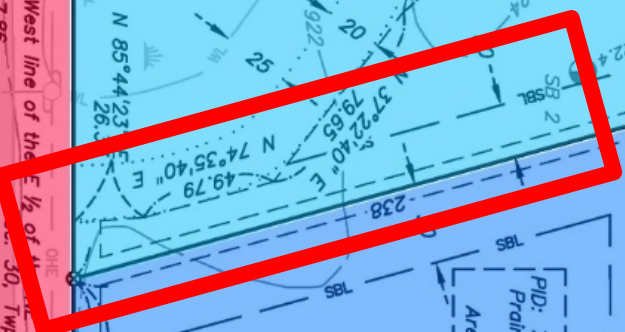
Area: 1.61% Ac

Area: 1.61% Ac

Area: 1.61% Ac

Area: 1.61% Ac

Area: 1.61% Ac



Lot 2

PID: 75-00130-4105  
Prairie Haven LLC  
Area: 6.01% Ac

Block

West Line of the E 1/2 of the NE 1/4 of SE 1/4 of Sec. 30, Twp. 33, Rng. 26



# Applicable Standards

- Staff's analysis finds that subject to the approval of the lot size variance, the plat satisfied the required standards for approval of a preliminary plat.

# Action Requested

- Recommend approval of the preliminary plat of Prairie Haven subject to the conditions noted in the memo.
  - Conditions 2 and 3 can be removed as they have been addressed with the updated plat.

# City Council Meeting

- If the Planning Commission acts, the City Council will review the plat on **September 15, 2025**.



# Request for Action

**To**  
Planning Commission

**Item Number**  
4.3

**Meeting Date**  
August 26, 2025

**Prepared By**  
Chris Leeseberg, Senior Planner

**Item Description**  
Conditional Use Permit: Motor Vehicle Sales and Repair, Pavel Liashkovich - 15777 Jarvis St NW

**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. The Conditional Use Permit shall not be recorded until all conditions have been completed.
2. The applicant and/or property owner must apply for all required commercial building, electrical, plumbing, and/or mechanical permits before any associated activities can occur.
3. Outdoor storage of damaged or inoperable vehicles shall be allowed only in the fenced-in outdoor storage area as shown on Exhibit A.
4. Hazardous materials shall be handled and disposed of in accordance with the Minnesota Pollution Control Agency (MPCA).
5. The number of motor vehicle sales dealers shall be limited to one (1).
6. No more than 10 "for sale" vehicles may be displayed on the subject property.
7. All motor vehicle repairs, body work, or detailing shall only occur inside the building.
8. Exterior doors shall be closed while any motor vehicle repair, body work, or detailing occurs.
9. A code analysis finding building code compliance for the entire building shall be prepared by appropriate registered professionals.
10. The parking lot shall be striped to city requirements.
11. Ten signs shall be installed indicating "For Sale" vehicles.
12. Conditions 9-11 must be completed by October 31, 2025, or the CUP will be brought to the City Council on November 17, 2025, to discuss revocation.
13. An amendment to this Conditional Use Permit will be required for future changes/additions not shown on Exhibit A.
14. Conditional Use Permit CU 23-20 shall become void.

## Background/Discussion

The property is zoned I3-General Industrial where motor vehicle sales and repair require a Conditional Use Permit (CUP). The applicant is seeking a CUP to store and sell automobiles/ SUVs small pickup trucks as well as bumper and utility trailers (vehicles) and to be able to repair these items.

### The Elk River Vision

*A welcoming community with revolutionary and spirited resourcefulness, exceptional service, and community engagement that encourages and inspires prosperity*



The property received a CUP in 2023 for only motor vehicle sales in a portion of the existing building, but motor vehicle repair was not approved. The applicant is requesting an amendment to the CUP to include motor vehicle repair, along with sales, utilizing the entire building.

The hours of operation will be Monday-Friday 8:00 a.m. – 5:00 p.m. and on Saturdays by appointment.

### **Parking**

The city ordinance states:

- *Auto sales, trailer sales, marine and boat sales, implement sales, garden supply store, or building materials sales: one parking space for each 500 square feet of floor area.*
- *Open sales or rental lots shall also provide one parking space for each 5,000 square feet of land which is to be used for sales and display area.*
- *Office building: one parking space for each 300 square feet of floor area.'*
- *Automobile repair service station: one parking space for each 300 square feet of floor area.*
- *The state also requires "display area" for a minimum of 5 vehicles per dealer.*

There is an adequate area on the property to support parking requirements.

### **Outdoor Storage**

A large portion of the property has an existing fenced-in area that will be utilized for the storage of damaged and inoperable vehicles.

### **Building Requirements**

The proposed motor vehicle repair garage was not approved by the original CUP and is a change of use of the building. In the building code, repair garages are required to have a fire suppression system if they are larger than 12,000 sq.ft. or there needs to be fire walls that separate fire areas within the building. The applicant's architect will need to discuss this with the building owner/tenant to see how they will comply with these code provisions. Also, the mechanical systems will need to be reviewed by a licensed mechanical engineer verifying the ventilation systems meet the code for this type of use.

### **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 immediate vicinity or the public health, safety, morals, comfort, convenience or general welfare of the neighborhood or the city.*

The proposed motor vehicle sales and repairs are compatible with the other industrial businesses in the area. The applicant and/or property owner shall ensure vehicles stored on the parking lot do not leak fuels or other hazardous materials. With these measures, the proposed motor vehicle repair shop should 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.

2. *Will be consistent with the comprehensive plan.*

The property is guided as Industrial and 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.

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 surrounding area is developed. 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.*

The property 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 architectural reviews, motor vehicle sales and repairs 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.

6. *Will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.*

The site is already developed and is used for industrial uses. The use will not result in the destruction, loss or damage of a natural, scenic or historic feature of major importance.

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 and Standards for the issuance of a license or permit to establish and operate the proposed use in the city.*

A code analysis finding building code compliance for the entire building shall be prepared by an appropriate registered professional.

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, it appears that the request is consistent with all of these standards.

## **Financial Impact**

None

**Mission/Policy/Goal**

Meet changing needs - agile.

**Attachments**

1. Location Map
2. Project Narrative
3. Submitted Site Plan
4. Submitted Building Plan
5. Booth Exhibit
6. Exhibit A
7. 4.3 Cornerstone Builders



# Project Location Map

Cornerstone Builders

Conditional Use Permit

Case No: CU 25-10

## Project Narrative

Proposal to install one professional Garmat 3000 series 27ft paint booth and a paint mixing room.

Paint booth will occupy 369 sq ft and paint mixing room is 150 sq ft of the total shop space of 4800 sq ft

## Hours of Operation

8-5

## Number of Employees

2

Number of parking stalls required by ordinance: [City Ordinance Section 30-903](#) outlines these requirements.

N/A

Number of existing and proposed parking stalls

N/A

If screening, not associated with outdoor storage, is being proposed, what will it consist of?

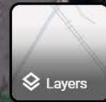
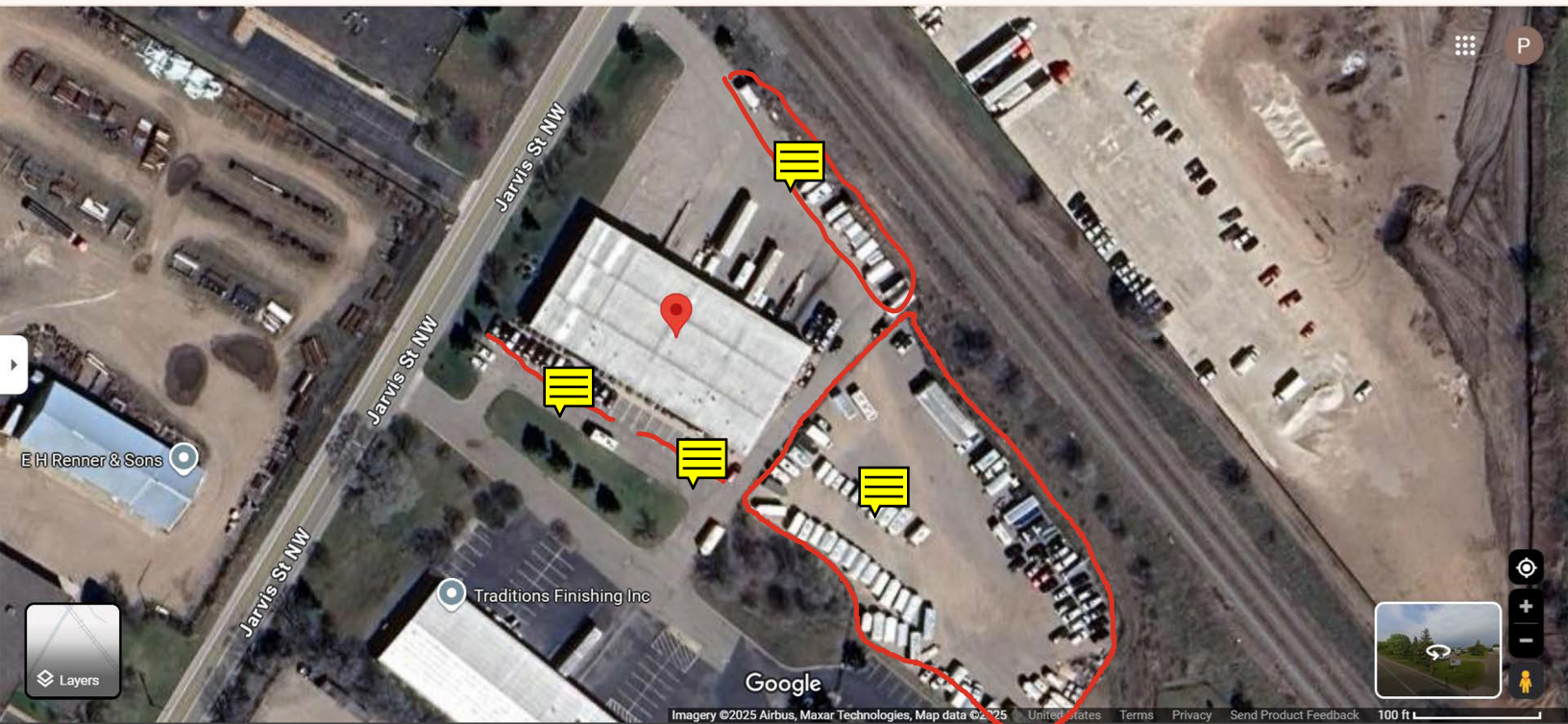
N/A

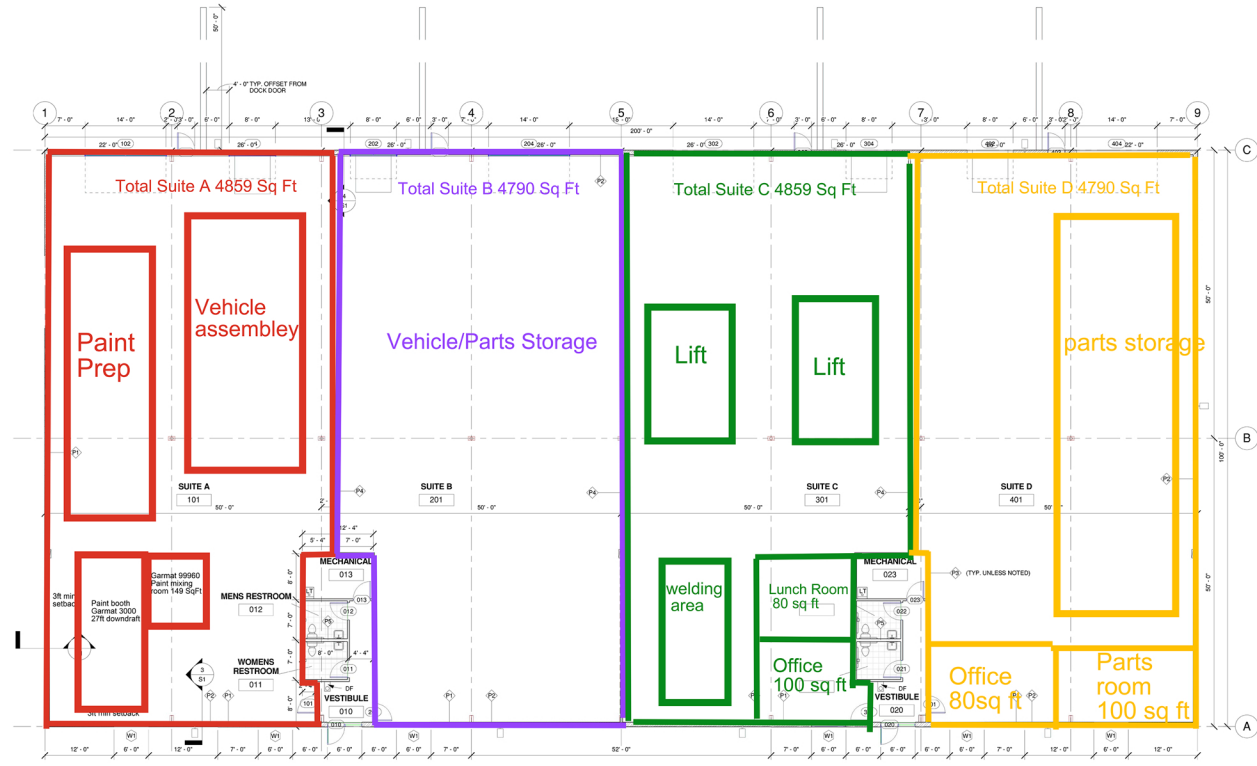
What are the proposed building materials? *The required building materials vary from zoning district to zoning district.*

N/A

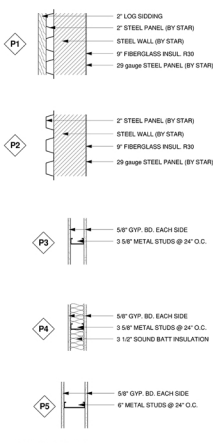
Is outdoor storage being proposed? If yes, detail what is being stored, how much/many, and what is the proposed screening? [City Ordinance Section 30-807](#) outlines these requirements.

NO





1 FIRST FLOOR PLAN  
1/8" = 1'-0"



2 PARTITION TYPES  
1" = 1'-0"

REVISION	DATE	BY	DESCRIPTION
1.	10/1/21	PAUL HUMSTON	ISSUE FOR PERMITS

I hereby certify that this plan, specification, or contract was prepared by me or under my direct supervision and that I am a duly licensed professional engineer in the state of Minnesota.

**PAUL HUMSTON**  
 License No. 20086  
 State of Minnesota  
 Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**PAUL MEYER ARCHITECTS, INC.**  
 15000 20th Ave. N., #1170  
 Fridley, MN 55424  
 TEL: (763) 457-9981  
 FAX: (763) 457-9923  
 www.pmaia.com

**SFORTECH NEW BUILDING**  
 15703 Jarvis St., NW  
 Elk River, MN 55330

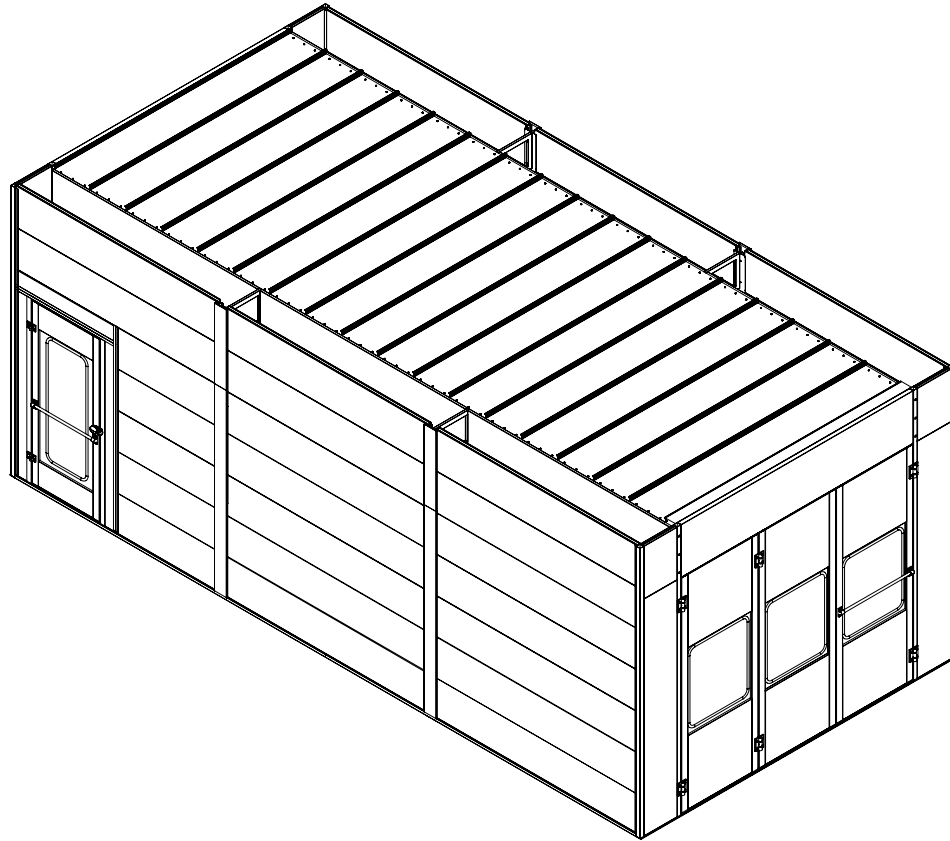
**JOHN C. WEIGHT AND ASSOCIATES**  
 P.O. BOX 308  
 ELK RIVER, MN 55330  
 PHONE (763) 833-3600  
 FAX (763) 833-3601  
 www.johnweightandassociates.com

**IWA BUILD**

**FLOOR PLAN**  
 Scale: As indicated  
 Date: 10/1/21  
 Project No: 2525  
 Sheet: \_\_\_\_\_



# "INSTALLATION DIAGRAM"



**27' 3000 Drive-In Back-Out  
Left Rear Side Service Door**



75-00999-0002

OUTDOOR VEHICLE STORAGE NOT ALLOWED OUTSIDE FENCED-IN AREA

A200 ANALYSIS FROM BUILDING COMPLIANCE SHALL BE COMPLETED BY OCTOBER 1, 2023

75-00805-0105

OUTDOOR VEHICLE STORAGE ONLY (NOT PARTS, BATTERIES, TIRES, ETC) THIS AREA DOES NOT NEED TO BE FENCED

FOR REFERENCE ONLY: FINAL CONDITIONS AND SPECIES ARE THOSE APPROVED BY THE CITY COUNCIL, WHICH WILL BE RECORDED

75-00805-0115

# **Item 4.3**

## **Cornerstone Builders**

### **Conditional Use Permit**

105

**SITE**

75-00805-0105

75-00805-0115

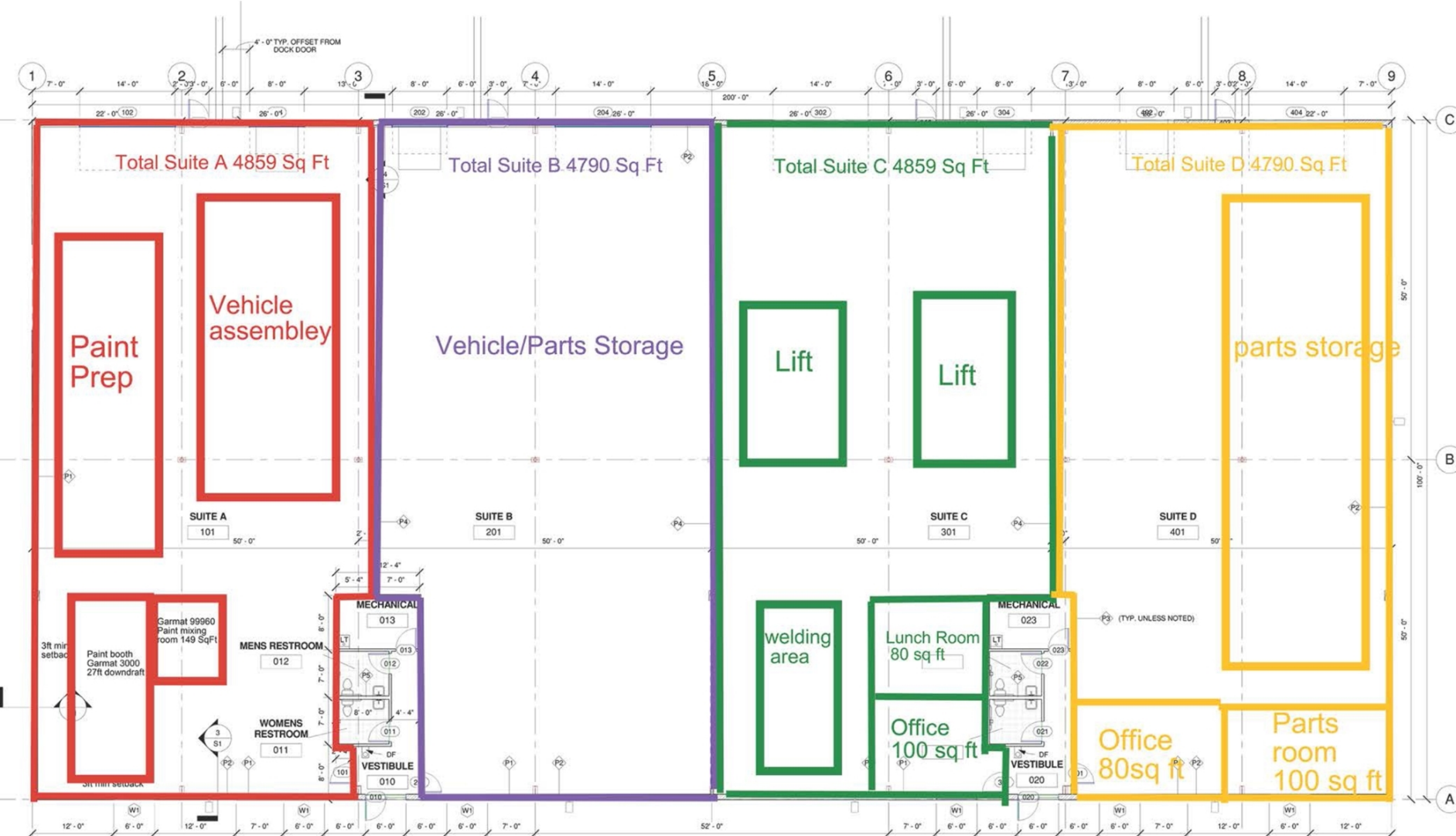
Jarvis Street

# Background

- I3 - General Industrial
- Motor Vehicle
  - Sales
  - Repair
- CUP required

# Background

- Received a CUP in 2023
  - Motor vehicle sales
  - Portion of the existing building
- Requesting an amendment to the CUP
  - Motor vehicle sales
  - Adding **Vehicle repair**
  - Utilizing the **Whole building**



# Outdoor Storage

- Property has an existing fenced-in area
- Utilized for the storage of damaged and inoperable vehicles



75-00999-0002

1

OUTDOOR VEHICLE STORAGE NOT ALLOWED OUTSIDE FENCED-IN AREA

A CODE ANALYSIS FROM BUILDING COMPLIANCE SHALL BE COMPLETED BY OCTOBER 31, 2020

THE CITY COUNCIL SHALL REVIEW AND APPROVE THE FINAL MAPS OF THE CITY OF DENVER BY OCTOBER 31, 2020

75-00805-0115

OUTDOOR STORAGE

OUTDOOR VEHICLE STORAGE ONLY (NOT PARTS, BATTERIES, Tires, ETC) THIS AREA DOES NOT NEED TO BE STRIPED

FOR ZONING ONLY, FINAL CONDITIONS AND USES ARE THOSE APPROVED BY THE CITY COUNCIL, WHICH WILL BE RECORDED

75-00805-0115

# Building Requirements

- Motor vehicle repair was not included with original CUP
- The structure and its use must comply with all applicable commercial building, plumbing, mechanical, and electrical codes

# CUP Requirements

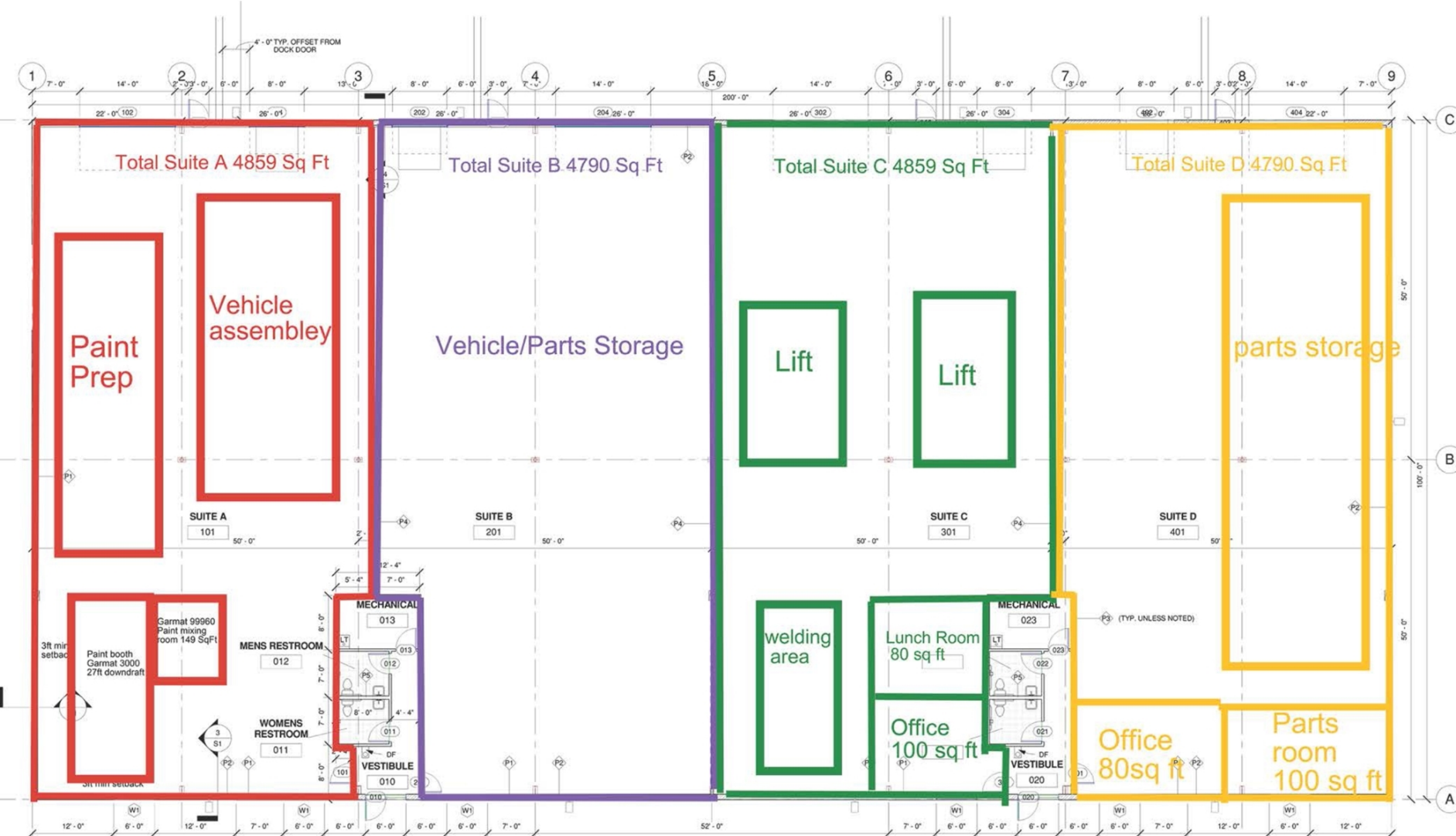
- Staff's analysis of the application shows compliance with four of the seven (7) standards required for approval of the CUP
- With the recommended conditions, the other standards should be complied with

# Action Requested

- Recommend, by motion, approval of the CUP with the 14 conditions outlined in the memo

# City Council Meeting

- If acted on, this item will go the **September 15, 2025,**  
City Council meeting





75-00999-0002

1

OUTDOOR VEHICLE STORAGE NOT ALLOWED OUTSIDE FENCED-IN AREA

A CODE ANALYSIS FROM BUILDING COMPLIANCE SHALL BE COMPLETED BY OCTOBER 31, 2020

THE CITY COUNCIL SHALL APPROVE OR DENY THE APPLICATION BY OCTOBER 31, 2020

75-00805-0115

OUTDOOR STORAGE

OUTDOOR VEHICLE STORAGE ONLY (NOT PARTS, BATTERIES, Tires, ETC) THIS AREA DOES NOT NEED TO BE STRIPED

FOR ZONING ONLY, FINAL CONDITIONS AND USES ARE THOSE APPROVED BY THE CITY COUNCIL, WHICH WILL BE RECORDED

75-00805-0115

# Conditions

1. The Conditional Use Permit shall not be recorded until all conditions have been completed.
2. The applicant and/or property owner must apply for all required commercial building, electrical, plumbing, and/or mechanical permits before any associated activities can occur.
3. Outdoor storage of damaged or inoperable vehicles shall be allowed only in the fenced-in outdoor storage area as shown on Exhibit A.
4. Hazardous materials shall be handled and disposed of in accordance with the Minnesota Pollution Control Agency (MPCA).
5. The number of motor vehicle sales dealers shall be limited to one (1).
6. No more than 10 “for sale” vehicles may be displayed on the subject property.
7. All motor vehicle repairs, body work, or detailing shall only occur inside the building.
8. Exterior doors shall be closed while any motor vehicle repair, body work, or detailing occurs.
9. A code analysis finding building code compliance for the entire building shall be prepared by appropriate registered professionals.
10. The parking lot shall be striped to city requirements.
11. Ten signs shall be installed indicating “For Sale” vehicles.
12. Conditions 9-11 must be completed by October 31, 2025, or the CUP will be brought to the City Council on November 17, 2025, to discuss revocation.
13. An amendment to this Conditional Use Permit will be required for future changes/additions not shown on Exhibit A.
14. Conditional Use Permit CU 23-20 shall become void.