



AGENDA
REGULAR MEETING OF THE CITY COUNCIL OF
THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, NOVEMBER 14, 2023
7 P.M. IN THE COUNCIL CHAMBERS

Navigable Agenda

1. CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

A. Minutes of the Regular City Council Meeting on October 24, 2023

3. ADOPT THE AGENDA *(No item of business shall be considered unless it appears on the agenda for the meeting. The Mayor or Councilmembers may add items to the agenda prior to adoption of the agenda.)*

4. CONSENT AGENDA *(Those items listed under Consent Agenda are considered routine by the City Council and will be acted upon by one motion under this agenda item. There will be no separate discussion of these items, unless the Mayor or a Councilmember so requests, in which event, the item will be removed from the consent agenda and considered under New Business.)*

- A. Accept minutes: September Park Advisory Commission, September White Bear Lake Conservation District, October Planning Commission
- B. Resolution approving on-sale intoxicating liquor license for Golf Nerd LLC
- C. Resolution approving edible cannabinoid products licenses for multiple eligible businesses
- D. Resolution approving Memorandum of Understanding and accepting a grant for the Rotary Nature Preserve Phase 2 Restoration Project
- E. Resolutions regarding construction for the Public Safety Facility Project – Contractor Default and Reassignment of Contract
- F. Resolution granting a conditional use permit for 4350 Centerville Road
- G. Resolutions approving Memorandums of Understanding for 2024 health insurance benefit contributions for bargaining employee groups

5. VISITORS AND PRESENTATIONS

- A. Housing Community Survey Report
- B. Downtown Mobility and Parking Study Update
- C. Bi-annual Public Works / Engineering Department Report

6. PUBLIC HEARINGS

None

7. UNFINISHED BUSINESS

None

8. NEW BUSINESS

- A. Canvass Results of Municipal General Election 2023

9. DISCUSSION

None

10. COMMUNICATIONS FROM THE CITY MANAGER

11. CLOSED SESSION

12. ADJOURNMENT



**MINUTES
REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, OCTOBER 24, 2023
7 P.M. IN THE COUNCIL CHAMBERS**

1. CALL TO ORDER AND ROLL CALL

Mayor Dan Louismet called the meeting to order at 7 p.m. The City Clerk took attendance for Councilmembers Kevin Edberg, Steven Engstran, Heidi Hughes, Dan Jones and Bill Walsh. Staff in attendance were City Manager Lindy Crawford, Public Works Director/City Engineer Paul Kauppi, Finance Director Kerri Kindsvater, City Clerk Caley Longendyke, and City Attorney Troy Gilchrist.

PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

A. Minutes of the Regular City Council Meeting on October 10, 2023

It was moved by Councilmember **Hughes**, seconded by Councilmember **Jones**, to approve the minutes. Motion carried 4-0. Engstran abstained.

B. Minutes of the City Council Work Session on October 10, 2023

It was moved by Councilmember **Edberg**, seconded by Councilmember **Hughes**, to approve the minutes. Motion carried 4-0. Engstran abstained.

C. Minutes of the Special City Council Meeting on October 17, 2023

It was moved by Councilmember **Hughes**, seconded by Councilmember **Jones**, to approve the minutes. Motion carried 4-0. Engstran abstained.

D. Minutes of the City Council Work Session on October 17, 2023

It was moved by Councilmember **Hughes**, seconded by Councilmember **Walsh**, to approve the minutes. Motion carried 4-0. Engstran abstained.

3. APPROVAL OF THE AGENDA

Mayor Louismet said a partial settlement agreement relating to the lake level litigation is being added to the *Consent Agenda*. Councilmember Walsh requested to move the resolution relating to edible cannabinoid products licenses from the *Consent Agenda* to *New Business*. Councilmember Edberg requested to move the partial settlement agreement relating to the lake level litigation from the *Consent Agenda* to *New Business*. It was moved by Councilmember **Walsh**, seconded by Councilmember **Hughes**, to approve the agenda as amended. Motion carried 4-1. Councilmember Jones voted in opposition.

4. CONSENT AGENDA

- A. Resolution establishing employee benefit options for January 1, 2024- December 31, 2024 **Res. No. 13257**
- B. Resolution establishing 2024 benefit contributions for non-bargaining employees **Res. No. 13258**
- C. Resolution accepting the 2024 Enforcement Grant from the Department of Public Safety **Res. No. 13259**

It was moved by Councilmember **Walsh**, seconded by Councilmember **Hughes**, to approve the consent agenda. Motion carried unanimously.

5. VISITORS AND PRESENTATIONS

- A. Ramsey-Washington Suburban Cable Commission Check-in and 2024 Budget

John Johnston, Ramsey-Washington Suburban Cable Commission (RWSCC) representative for White Bear Lake, provided an introduction and introduced SCC staff. Business Manager Cindy Arko said the cable commission operates Suburban Community Channels (SCC), which provides community media for member municipalities. Ms. Arko provided background information on RWSCC, which provides service for nine cities. She said RWSCC will be going through a building remodel this year and redesigning its website. They will also be obtaining a new high-definition production van to replace their 21-year-old production van. Eric Strouse, a transition consultant for SCC, shared information about the programming technology and the cable franchise. He explained the Municipal Equipment Grand Fund, which began in 2014 and provided funds to member cities for purchasing and upgrading production equipment for city meetings. The grant program will conclude at the end of the month. For an overview of the budget, he reported that the operating budget will decrease due to staff downsizing and reduction in cable funding. With declining cable subscribers, Mr. Strouse shared about the modernization of the funding model of cable television and said there are several legislative efforts to address the issue.

Production Content Manager Mary Kline shared information about the video productions created by Channel 16 and Channel 19. More than half of the production content created by SCC is for White Bear Lake. She shared a video highlighting the services provided by SCC and the production content created for the community. Mayor Louismet thanked SCC and recognized the content they've created for the City. Councilmember Edberg addressed emerging technology and asked how SCC is responding. Ms. Kline acknowledged the evolution of ways people get content, and SCC has responded with making video content shorter. Councilmember Jones thanked Ms. Kline and SCC staff for their partnership, including highlighting non-profit organizations and the arts district. City Manager Crawford shared her appreciation with Ms. Kline and thanked Mr. Johnston for representing the City.

- B. Finance Department Quarterly Report

Finance Director Kindsvater provided an overview of the Finance Department quarterly report. She referred to the staff report that outlines more details on the City's finances. She shared that the License Bureau continues to stay busy. In 2023, the Minnesota Legislature approved one-time funding for deputy registrars based on their 2022 motor vehicle transactions, and the

City received \$61,257. She said the additional revenue was helpful for the License Bureau's funds. She said the legislative session also resulted in an increase in fees for services. This was a part of the City's legislative priorities. For example, the City's incurred fees from a driver's license renewal increased from \$8 to \$11. Director Kindsvater said the fee increases weren't as high as staff had hoped, but it does help cover more costs. She said the closing of the Maplewood deputy registrar office has impacted the License Bureau and all types of transactions have experienced an increase. She said the License Bureau lines are busiest at the beginning and end of the week, and at the beginning and end of the month. When Councilmember Edberg asked Director Kindsvater if she anticipates a surplus in revenues with the increased fees, she explained that a breakeven scenario is more realistic. Councilmember Jones was impressed at the minimal overtime hours.

6. PUBLIC HEARINGS

A. Certification of Delinquent Utility Accounts, Miscellaneous Private Party Assessments

Finance Director Kindsvater provided an overview of the process for certifying delinquent utility accounts and miscellaneous private party assessments. Property owners receive notice of the possible assessment and options for payment. If unpaid, the charges are assessed to the next year's property taxes. A total of 842 notices for delinquent utility accounts were sent and nearly half made payments to bring their accounts current. Property owners are given until the end of November to make payments, after which the certification notices are submitted to Ramsey County. She also noted that there are energy assistance programs available for those who need it. Director Kindsvater reported that five property owners submitted correspondence requesting their delinquent utility accounts not be certified.

For miscellaneous private party assessments, the City provides services requiring reimbursement, including property maintenance, tree removal and lawn care, in response to unresolved code enforcement issues. She also explained an assessment for reoccurring false security alarms, which pays for the service of police response. The services have been billed and the property owners have been notified of the possible assessment if they haven't been paid. Director Kindsvater asked Council to approve both corresponding resolutions.

Mayor Louismet opened the public hearing at 7:45 p.m. There being no comment, the public hearing was closed. He provided feedback about the five correspondents and recommended those accounts are not certified. Councilmember Edberg asked about the interest rate on special assessments, and Director Kindsvater responded 5.72%, which is 2% above the interest rate the City received in its last bond sale, consistent with other special assessment interest rates. Councilmembers discussed the procedure for amending the resolution to remove the five correspondents from the certified delinquent utility accounts. Councilmember Hughes was not in favor of removing the five correspondents, due to their collective history of regularly receiving forgiveness from the certification process.

It was moved by Councilmember **Jones**, seconded by Councilmember **Engstran**, to amend the resolution to remove from the assessment the five residents who sent correspondence regarding their accounts. Motion carried 4-1. Councilmember Hughes voted in opposition of the amendment.

It was moved by Councilmember **Jones**, seconded by Councilmember **Engstran**, to approve **Res. No. 13261** certifying delinquent charges related to the municipal utility system assessments, as amended. Motion carried unanimously.

It was moved by Councilmember **Walsh**, seconded by Councilmember **Engstran**, to approve **Res. No. 13260** certifying delinquent 2023 miscellaneous private property assessments for recovery of City expenses. Motion carried unanimously.

B. Final Assessment Roll for the 2022 South Shore Boulevard Sanitary Sewer Extension Project

Public Works Director/City Engineer Kauppi shared information on the last phase of the South Shore Boulevard Sanitary Sewer Extension Project, which addressed 13 remaining properties that were still on septic systems in lieu of City sanitary sewer. The project was completed as part of the Ramsey County street and trail construction project. The total cost for the sanitary sewer extension project was \$170,644, assessing each parcel \$11,000 for a total assessment amount of \$143,000. Of the 13 parcels, five parcels have been connected, with one parcel soon to follow, five parcels need connections, and two parcels are vacant lots.

Mayor Louismet opened the public hearing at 7:57 p.m. Jayne Kurpius, representing South Shore Trinity Lutheran Church, addressed their vacant property adjacent to the church at 2464 South Shore Boulevard. Ms. Kurpius asked if there has been consideration of lowering the assessment interest rate based on interest rate projections or decreasing the assessment for parcels without structures. Director Kauppi noted that the total assessment amount is lower than the total cost of the project and individual property assessments were determined with the help of a property appraiser, who ensures a fair price based on the appraised value and the property benefit. Director Kindsvater addressed the interest rate and said the City follows a consistent policy for setting the interest rates. She said the added 2% to the interest rate covers costs for the certification process and maintaining special assessment records. There being no further comment, Mayor Louismet closed the public hearing at 8 p.m.

Councilmember Walsh asked what happens to septic systems once the properties are connected to City sanitary sewer. Director Kauppi said the abandonment process is overseen by Ramsey County and consists of emptying the system, filling it with sand and sealing it. Councilmember Edberg asked how the City will pay the difference between the total assessment cost and the cost of the project, and Director Kauppi said it will be paid through City funding, specifically the Sanitary Sewer Fund. When asked about the rationale of assessing a vacant lot, Director Kauppi said vacant lots, once developed, will be required to connect to the sanitary sewer and will have the ability to do so.

It was moved by Councilmember **Jones**, seconded by Councilmember **Engstran**, to approve **Res. No. 13262** adopting an assessment roll for 2022 South Shore Boulevard Sanitary Sewer Extension Project. Motion carried unanimously.

7. UNFINISHED BUSINESS

Nothing scheduled.

8. NEW BUSINESS

A. Resolution approving edible cannabinoid products licenses for multiple eligible businesses

City Manager Crawford provided background information on the 2023 legislation that legalized the retail sale of cannabis and established the Office of Cannabis Management (OCM). Until the OCM is running, the City of White Bear Lake will temporarily be the issuing authority for business licenses relating to the retail sale of cannabis. The City Council approved the licensing structure at its August 22, 2023 regular meeting. Seven eligible establishments applied for an edible cannabinoid products license. The establishments are as follows: Cellars Wine & Spirits, Cub Wine & Spirits, Elevated Beer Wine & Spirits, Lunds & Byerlys Wine & Spirits, MNJ Tobacco, Nothing But Hemp, and Summit Liquor.

Consistent with their other business licenses, the license term for edible cannabinoid products will end March 31, 2024. The Police Department conducted background investigations and found nothing to preclude the issuance of the licenses. MNJ Tobacco Inc. and Nothing But Hemp were cited for failed compliance checks in November 2022 relating to the sale of edible cannabinoids, prior to the adoption of the edible cannabinoid products licenses and during the City's moratorium regarding sales of low potency hemp products.

Councilmember Walsh referenced the failed compliance checks for the two businesses and wondered why there is a recommendation for issuing their license. City Attorney Gilchrist said the ordinance allowing the sale of edible cannabinoids doesn't prevent a business with past failed compliance checks to obtain a license, unless there was a conviction.

It was moved by Councilmember **Walsh**, seconded by Councilmember **Engstran**, to approve **Res. No. 13263** approving edible cannabinoid products licenses for multiple eligible businesses. Motion carried unanimously.

B. Execution of partial settlement agreement relating to water level in White Bear Lake

City Attorney Troy Gilchrist provided a brief summary of the lake level litigation.

It was moved by Councilmember **Edberg**, seconded by Councilmember **Engstran**, to approve **Res. No. 13264** authorizing execution of a partial settlement agreement and related documents. Motion carried unanimously.

9. DISCUSSION

A. 25 mph Speed Limit for Certain Residential Roadways

Public Works Director/City Engineer Kauppi provided an update regarding speed limits on certain local roadways. During a Minnesota Department of Transportation pilot project involving automated vehicles, the City reduced speed limits to 25 miles per hour along the pilot route to meet safety requirements for the project. As part of the process to reduce the speed limits, the City conducted a speed study of the roadways. He provided an overview of the findings of the speed study conducted in 2022. Similar to surrounding communities that also

reduced speed limits from 30 mph to 25 mph, Director Kauppi said the results of the reductions didn't show a notable reduction in drivers' speed. The reduction of speed for the automated-vehicle pilot will expire at the end of 2023. Director Kauppi said staff supports letting the speed reduction expire and revert back to 30 miles per hour. City staff requested Council feedback.

Mayor Louismet reaffirmed the findings of the study and felt it would be appropriate to let the 25-mph speed limit expire. Councilmember Jones and Councilmember Edberg asked about public safety enforcement and if there are other strategies for helping reduce speeds. Director Kauppi said the City would take advantage of opportunities when reconstructing current or building newer roadways. He explained that certain design configurations naturally reduce drivers' speed, like narrower roadways and more tree canopy. Councilmember Jones recalled Police Chief Dale Hager's recent comments on staffing shortages and understood there aren't enough officers to always patrol residential streets. Councilmember Hughes received feedback from constituents to add more stop signs, and she inquired about speed bumps. Director Kauppi explained the guidance of the Manual of Uniform Traffic Control Devices and it states stop signs should not be used for speed control. Speed bumps aren't used in roadways because it would impact the City's ability to plow snow.

10. COMMUNICATIONS FROM THE CITY MANAGER

City Manager Crawford shared information on the annual recognition banquet for the City's Boards & Commissions members, an informational neighborhood meeting for the proposed 2024 pavement rehabilitation project, and an open house hosted by Washington County for a reconstruction project of TH 120 / Century Avenue.

11. ADJOURNMENT

There being no further business before the Council, it was moved by Councilmember **Engstran**, seconded by Councilmember **Hughes**, to adjourn the regular meeting at 8:38 p.m. Motion carried unanimously.

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk



**MINUTES
PARK ADVISORY COMMISSION
CITY OF WHITE BEAR LAKE, MINNESOTA
THURSDAY, SEPTEMBER 21, 2023
6:30 P.M. AT CITY HALL CONFERENCE ROOM
AT 4701 HWY 61 NORTH**

1. CALL TO ORDER AND ATTENDANCE

Chair Bill Ganzlin called the meeting to order at 6:30 p.m.

MEMBERS PRESENT: Bryan Belisle, Victoria Biehn, Ginny Davis, Bill Ganzlin, and Mike Shepard

MEMBERS ABSENT: Mark Cermak, Anastacia Davis

STAFF PRESENT: Andy Wietecky, Parks Working Foreman; Paul Kauppi, Public Works Director/City Engineer

VISITORS PRESENT: None

2. APPROVAL OF AGENDA

It was moved by member **Ginny Davis** seconded by member **Victoria Biehn**, to approve the agenda as presented

Motion carried 5:0.

3. APPROVAL OF THE MINUTES

Minutes of August 17, 2023

It was moved by member **Mike Shepard** seconded by member **Victoria Biehn**, to approve the minutes of the August 17, 2023 meeting.

Motion carried, 5:0.

4. VISITORS AND PRESENTATIONS

Nothing scheduled

5. UNFINISHED BUSINESS

Nothing scheduled

6. NEW BUSINESS

A. Park Inspection Reports

Each Park Advisory Commission member spoke about the parks they inspected. This year the Commission teamed up with a few of the Environmental Advisory Commission (EAC) members during the inspections. The goal was to identify where new natural areas or pollinator friendly gardens could be added. A lot of great feedback was received from the EAC members on future projects.

Andy Wietecki mentioned that before new natural areas are added he would like the existing natural areas to be rejuvenated. Natural areas were established years ago with little to no improvements being made over the years. Andy also mentioned that another reason to focus on the already established areas is the high cost for the maintenance on these gardens/areas.

During Mike Shepard's recap of his inspection at Matoska Park, Bill Ganzlin was reminded about the additional handicap spots that were discussed at last month's meeting. Paul Kauppi spoke to City Manager Lindy Crawford and they were looking into potential areas in the parking lot to add an additional handicap spot. Paul advised the Commission that the lot currently has the correct number of handicap parking spaces for a lot of its size.

Another hot topic among the Commission members was graffiti and vandalism. Bryan Belisle asked if the City would put an article in the spring newsletter educating the public about the vandalism issues in the City parks.

The inspections went very well and a lot of issues were identified and taken care of earlier in the year by the Parks Department staff.

B. Marketfest Recap

Andy Wietecki asked the Park Advisory Commission members how Marketfest went this year and what were the main takeaways. The Commission agreed that traffic at the booth was definitely down this year compared to last year. The Commission suggested reducing the number of times the Parks Advisory Commission booth was at Marketfest next year – reducing the appearances from four to one or two times. The location of the booth appeared to make a difference in the number of visitors as well. There was more traffic at the Washington Avenue location as compared to other locations. The Commission reviewed the summary of Marketfest visitor comments and pickleball was once again the number one topic besides the positive feedback on the City's parks.

C. January Workshop Strategic Planning

Paul Kauppi advised the Commission members that they will be participating in the workshop with City Council again this January. The Commission members need to bring ideas of what they want to discuss with the City Council to the next meeting. The focus should be on the needs across all the City's parks and what is important for the future of the parks. Andy Wietecki reminded the Commission that there are only two more meetings before the workshop in January.

7. DISCUSSION

A. Staff updates

The trail at Hidden Hollow and West Park are being paved in the next two weeks. Restoration will follow once the asphalt has a chance to cure. The Parks Department staff removed the sand from the playground at Ramaley Park and replaced it with engineered wood fiber. Unfortunately, Ramaley was the only park that the Parks Department was able to get to this year. A new swing set has been ordered for Ramaley Park and will be installed late this fall when it arrives.

Paul also reminded the Park Advisory Commission members that the recognition banquet will be held on November 1st and he hopes everyone is able to make it.

B. Commission member updates

Bill Ganzlin received an email regarding the dog beach and shared the details with the Commission. Bill stated that most of the pictures showed people walking with their pets both on the trails or sidewalks and not necessarily at the dog beach. Both Paul Kauppi and Andy Wietrecki asked the Commission to continue to monitor the dog beach and how the new improvements are working.

8. ADJOURNMENT

There being no further business before the Commission, it was moved by member **Victoria Biehn** seconded by member **Bryan Belisle** to adjourn the meeting.

Motion carried, 5:0



White Bear Lake Conservation District

Regular Board Meeting – Minutes

September 19, 2023, 7:00 p.m., White Bear Lake City Hall Council Chambers
(6:00 pm LUC meeting)

1. **Roll Call/Quorum** – Present: Chair Bryan DeSmet, Vice Chair Meredith Walburg, Treasurer Mike Parenteau, Chris Churchill, Scott Costello, Darren DeYoung, Diane Longville, Mark Wisniewski, and Alan Kantrud. Absent: Mark Ganz and Susie Mahoney. A quorum was present.
2. **Call to Order** – The meeting was called to order at 7:02 pm by Bryan DeSmet.
3. **Approval of Agenda** – The LUC report was moved ahead of New Business. A motion to approve the amended agenda was made by Mike Parenteau, seconded and passed.
4. **Approval of August Board Meeting minutes** – A motion to approve the August 15, 2023 Board meeting minutes was made by Mike Parenteau, seconded, and passed.
5. **Public Comments** - none
6. **Public hearing (to commence on or after 7:05 pm)**
 - Request for a variance from Docks of White Bear Lake to allow its docks to extend out from the Ordinary High-Water Level (OHWL) beyond 300 feet (existing limit) in Commercial Bay for the remaining 2023 season – The subject of the hearing is a variance request from Docks of White Bear Lake (WBL) to exceed the 300 ft from the Ordinary High Water Level (OHWL) for their ADUA claiming hardship in operating some their slips due to low water levels.

The public hearing opened and the public was invited to make comments. Having no comments made, the public hearing portion was closed and discussion moved to the Lake Utilization Committee (LUC) report, starting with the variance request.

- **Lake Utilization Committee** – Chris Churchill
 - Docks of WBL – variance request – Chris Churchill stated there was no quorum at the LUC meeting to approve a recommendation but noted that, while three of the five docks have been brought into compliance, they are having a hard time moving so many boats. They are requesting a variance on the noncompliant docks for the remaining 2023 season. The rationale for the variance is due to a decrease in Lake Levels. (The Lake level today was 922.0 ft above sea level, a level the DNR has set as a reasonable elevation to operate at.)

Bryan DeSmet noted that the applicant had been operating without a permit and counted 270 slips (not boats) in the aerial survey. Churchill said that the boat count process needs to be improved and the number and location of slips for rental purposes known. Mike Parenteau noted that the water always drops at the end of the season, and DeSmet noted that 922 ft is a reasonable elevation set by the DNR, and didn't think a variance was needed.

Mark Wisniewski was concerned that if the request was approved due to low water that a precedent would be set for next year's low water levels. Alan Kantrud noted that last month, Docks of WBL stated it would be hard for them to bring all of their docks into compliance, and so we asked them to submit a variance for that. Meredith Walburg suggested that low water variances should be considered for all marinas equally and at the same time. It was also noted that water levels vary at different docks in Commercial Bay, and other marina operators who may be impacted have not asked for a variance.

DeSmet noted that LUC members are going to work with marina owners on their 2024 applications before they submit and hopefully will take care of any issues.

Darren DeYoung asked what the role of the WBLCD is when a marina owner makes a business decision to rent slips near the shore, knowing that Lake levels change. DeSmet agreed that owners have some responsibility for the decisions they make, and it's not necessarily the District that needs to bail them out.

Scott Costello added that the variance request is based on water level and not based on being out of compliance. The lake level has varied eight feet historically and we do need a systemic approach to deal with cyclical lake levels. As various ideas were discussed on how to address water levels below 922 ft, DeSmet stated that during the off-season, the LUC and Board will work on developing a uniform review of how to address low water levels, before April, and offer guidance to Commercial Bay operators and lakeshore residents.

Churchill asked if marina owners should apply for a variance with their 2024 permit application. DeSmet said marina owners should assume that the water level will be 922 ft or above, and should adjust their application appropriately.

Keith Dehnert, Tally's Dockside, stated that he is going to submit a variance with his 2024 application, and present options of how the docks would layout based on what the water level will be. Paul Kauppi, City of WBL, stated that you can't accurately measure the lake levels when the Lake freezes up, so you have to make the decision on docks and slips when you're applying in the fall, or wait until the ice comes off to ask for a variance request. DeSmet suggested that it would be good if marina owners give several options, and then in April if the Lake level is below 922, the District could offer early season guidance. Kauppi stated that the City doesn't have extra sections of dock, so if decisions are made in April, they won't have dock sections ready to use.

Navigable water is the issue with the marinas, not the OHWL, so a different measure should be used with self-triggering events. Kantrud does not recommend that applicants submit a prospective variance, as there are not facts at the time on which to base the variance, but feasible to present options on the application, depending on the water level trigger.

Diane Longville asked if the variance is denied, what would be the next steps. DeSmet said that the Board will need to make a decision whether to enforce the District's ordinances or not, but by the time that is done, the season will be over. A motion to deny the variance request was made by Bryan DeSmet, seconded and passed, with Churchill opposing.

- City of WBL Dock A and VFW ADUA – Lindy Crawford, City of WBL manager, asked for the fire boat to be moored at Dock A starting in the 2024 season along with the Bear Boating pontoon. That pontoon, which offers a public service to the community, is located on Dock A and has never counted toward its slip count, and the City asked that the fire boat not be counted toward their slip count as well as it provides for public safety on the Lake. Both boats would be located in the VFW's ADUA, but the VFW indicated in a letter that they approve. A motion was made by Chris Churchill to allow the fire boat to be moored on Dock A and that it not count toward the City's slip count with the stipulation that they City address any navigation complaints if received from the VFW. The motion was seconded and passed. It is incumbent on the City to work on their permit with the DNR, otherwise if they can't work it out before the 2024 season, they will need to give up one of their slips in their marina.

Other marina owners, such as the VFW that counts the Ramsey County Water Patrol boat in their slip count, will need to be notified of the change, and DNR permits may need to be adjusted. Crawford also stated that they discussed with the VFW that it would be acceptable to the City if the VFW would like to moor the water patrol boat at the City's dock.

7. New Business

- WBLCD official emails - status and protocol – Board members are encouraged to use their WBLCD email for correspondence, and a draft email protocol document was created to guide Board members in its use. A question was brought up about how long emails should be retained; the Administrator will look it up in the retention schedule. It was noted that the Administrator should be copied on all Board and committee correspondence as a matter of public record, and to keep the office in the loop. A concern was raised on how to minimize spam infiltrating the email account, though there is very little at this time. The Administrator will use strategies to reduce spam when posting the contact information. Email addresses will go live on the website once all Board members have sent email confirmations to the Administrator, and an amended protocol document and answers to questions will be sent to the Board when completed.
- Request for Variance application form – change in application submission timing
Bryan DeSmet stated that currently the submission time for a Request for Variance is two weeks before a Board meeting which does not give the District much time to process. A change was made to ask that the form be submitted by the first of the month in which the applicant would like it considered. A motion was made by DeSmet, seconded and passed.

8. Unfinished Business

- VFW EAW status – The VFW submitted an updated EAW. The Administrator will send it to Board members for review and any comments should be sent to the office no later than Oct. 6. The updated EAW will be considered at the October Board meeting.
- Commercial Bay Boat Count Status (RCSO, aerial photos) – The Board had some general discussion about the aerial photos and boat counts which raised questions that will further define the boat count process. Chris Churchill stated that the LUC is focusing on defining the process and determining marina rental slips for 2024 permits. Churchill contacted Tally's as it seemed they were over two slips, but need to know which slips are for permitted boats. Sent an email to Keith because it seemed he was over by 2 slips, need to know what slips are going to be used for permitted boats. The Ramsey County Sheriff's Office has not submitted any boat counts.

9. Reports/Action Items

- **Executive Committee** – The Executive Committee met and discussed the office carpet installation, changes to the variance application, meeting with marina owners prior to the submission of their 2024 applications, email protocols, buoy monitoring, the St. Germain signage, coordinating permitting with the DNR, the VFW EAW, watercraft rental operations, and the St. Germain signage. Alan will request that the DNR conservation officer pay attention to buoys as they monitor the Lake and to notify the Administrator if anything is out of place or missing.
- **Lake Quality Committee** – Mike Parenteau
 - Lake level - The lake level today is 922.00 ft; last month it was 922.58 ft.
 - Lake temperature - The lake temperature today is 66 °F; one year ago it was 71 °F.
 - Phragmites survey and treatment status – The survey is complete, and shows that there is the same square footage area to treat, but only 12 sites, not 24 like last year. The 12 sites had outgrowth that needs to be treated. The majority of sites that initially have been treated, have been eradicated. The date of treatment still needs to be determined, and Steve McComas will present his report sometime after that.
- **Lake Education Committee**
 - Educational outreach update – Scott Costello reported that the handout shows how *The Laker* is being distributed, and locations of its publication racks. This publication is reaching more people than what we could have done on our own. One more issue will be

published at the end of the year.

- o Social media update – Meredith Walburg will post the following on social media: the RCWD presentation on Sept. 26, water levels, phragmites, and the Steve McComas presentation, when the date is set.

10. Treasurer Reports

- Approval of September Treasurer's Report - A motion to approve debit card purchases #13-15, and checks #4894 through #4900, was made by Mike Parenteau, seconded and passed.

11. Board Council Report – Alan Kantrud reported that there were no citations from Ramsey County, and did not hear back from the DNR Conservation Officer.

12. Announcements

- Minnesota Government Data Practices – Board members were reminded about the Minnesota Government Data Practices Act and that identities of persons making complaints with government entities concerning violations of state laws or local ordinances concerning real property are classified as confidential data. **Marine Rental Operations** – Members of the public have registered complaints with both the City of WBL and the WBLCD regarding unpermitted marine rental operations, some of which are operating out of City and County parks. The City and Ramsey County now require that marine rental operations apply for a transient merchant license to operate on the Lake; however, they are not able to base their operations out of City or County open spaces. None of the operators had applied for a WBLCD permit, as well, probably because they did not know they had to. The Administrator will send a letter to known operations to notify them about the application process. The District will not approve such applications without City or County approved permits.
- Intern – Peter Merrill started working with the WBLCD as an intern but is ending it next week, as he was hired fulltime elsewhere.
- Carpet installation – Carpet will be installed on Oct. 9 and help is needed on Oct. 7, starting at 9 am, to move furniture. Let the Administrator know if you are available to help.
- Next Board Meeting will be held on Tuesday, Oct. 17.

13. Adjournment – A motion to adjourn at 8:28 pm was made by Chris Churchill, seconded and passed.

ATTEST:

Bryan DeSmet, Chair Bryan DeSmet Date 10-17-2023
Cheri Howe, Administrator Cheri Howe Date 10/17/2023



**MINUTES
PLANNING COMMISSION MEETING
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA
MONDAY, OCTOBER 30, 2023
7:00 P.M. IN THE COUNCIL CHAMBERS**

1. CALL TO ORDER AND ATTENDANCE

MEMBERS PRESENT: Mark Lynch, Andrea West, Jim Berry, Ken Baltzer, Pam Enz, Scott Bill

MEMBERS ABSENT: Mike Amundsen

STAFF PRESENT: Jason Lindahl, Community Development Director; Ashton Miller, City Planner; Shea Lawrence, Planning Technician

OTHERS PRESENT: Ami Wazlawik, Greg Moore

2. APPROVAL OF AGENDA

Member **Enz** moved to add a discussion item to the agenda to provide an update on the Downtown Mobility and Parking Study.

It was moved to approve the agenda with the addition of the Downtown Mobility and Parking Study discussion item. Motion carried, 6:0.

3. APPROVAL OF THE MINUTES

A. Minutes of August 28, 2023.

It was moved by Member **Bill** and seconded by Member **Baltzer** to approve the minutes of August 28, 2023.

Motion carried, 6:0.

4. CASE ITEMS

A. Case No. 23-27-CUP: A request by **Heartland Gun Club** for a Conditional Use Permit for retail sales in the Business Warehouse zoning district, per code section 1303.180, Subd.4.c, in order to sell sporting goods (including firearms) out of the proposed indoor commercial recreation facility at the property located at 4350 Centerville Road.

Ashton Miller, City Planner, discussed the case. Staff recommended approval of the case as proposed.

Member West explained that she understands the CUP is for the retail portion of the property but inquired about the gun range portion. Miller responded that the gun range is permitted by right in the Business Warehouse zoning district.

Member West asked about noise issues that could occur with the facility, referencing a DNR regulation 87A regarding sound and gun ranges. Miller responded that the case materials including a safety operations manual for this application were routed to other departments including Police, Fire and Building and they did not bring up any concerns about the noise. Member West added that she thinks it's worth looking into to determine if a sound barrier would be required. Lindahl added that staff can look into that statute and how it may apply to this facility and noted that the gun range will be entirely indoors. West explained that she wanted to bring it up now so the burden to address any noise issues doesn't fall solely on the nearby homeowners after the range is operational. Member Berry added that when he has been to indoor gun ranges he hasn't been able to hear gun fire outside the building and the sounds are muffled when inside the building.

Member Enz asked if there is any way to restrict what types of firearm products are sold, such as the types that have been used to harm large groups of people. Member Baltzer responded that the retail wouldn't be able to sell anything that is restricted by law. Lindahl added that the shooting range is a permitted use and that the retail use would be regulated based on state and federal laws regarding the sales of firearm products. Lindahl reiterated that the Police Department did not express any concerns about the retail sales.

Member Berry opened the public hearing.

Ami Wazlawik, a resident of White Bear Township, expressed concerns over what firearm products will be sold at the property, what restrictions and processes they have for purchasing, and the security of the building.

Greg Moore, the applicant noted that the firearm industry is heavily restricted by both state and federal laws. He explained that in order to purchase a firearm customers must fill out a form which is reviewed in accordance with federal and state licensing requirements just like any other retailer that sells firearms. In regards to the safety of the building, Moore explained that all handguns are required by law to be stored in a safe at the end of each day and that the safes are very durable. He added that the property will be equipped with a security system including cameras and motion detectors. He also noted that there is a state law that requires all firearms to be locked when in transport, that their customers must comply with when transporting their guns to and from the facility.

Member West asked about the applicant about the noise generated at the facility and the regulations surrounding that. Moore responded that Statute 87A regulates the sound level for indoor and outdoor ranges. He explained that indoor ranges are required to stay under a certain decibel outside the walls which is about equivalent to the hum of a highway. He

explained that outside the building you can't hear the noise generated by the firearms and that indoors the sound is muffled. Only inside the range portion of the facility is the noise significant, and hearing protection is required. Moore explained that the way the building is constructed keeps the noise levels down.

Member West asked if the applicant has opened any other gun ranges. Moore responded they have a facility in Rochester which has been open for about 4 years. Moore explained that it is their priority to open a first class facility with the best technology and high quality training programs. The facility will have membership options and will also be open to the public.

Member West asked if there would be sales of and training for semi-automatic and high caliber guns. Moore responded that the majority of their trainings are for handguns. He added that if someone requests training on a larger firearm that they legally obtained they will provide the training. He explained that if someone buys a firearm the gun club wants them to be properly trained on it. West expressed concern not only about the safety of the gun range but also the community as a whole. Moore added that a part of their standard operating procedure is that they always have a range safety officer in the range. Member West asked if staff will be trained on red flag laws. Moore responded no, that red flag laws are related to law enforcement not sales.

Member Bill commented that his family has been through similar trainings at Bill's Gun Range and that it's all about how to safely handle the weapon and is very extensive. He explained that once you've been through the background check and it's determined you can purchase a firearm and the ATF guidelines have been followed, at that point the seller can't control if the gun owner does something wrong or not. Member Bill added that it isn't really the seller's job to determine if someone can buy a high caliber gun— if the person has been approved to buy such a firearm they can. Member West replied that she still has concerns about those larger guns in particular.

Member West asked the applicant if all guns will be locked up. Moore responded yes, they are required by law to lock up all guns except shotguns, but that they plan to lock all guns up including the shotguns.

Member Berry closed the public hearing.

Member Bill added that there was a time in which there was a gun club in town at Highway 96 and White Bear Parkway.

Member Lynch noted that as a Planning Commission they are tasked with looking at the retail component which is what requires the conditional use permit. Because the proposed retail meets all the criteria for a conditional use permit, he will be voting yes. Member Berry added that he appreciated hearing the applicant respond to the questions and concerns regarding their practices for sales and training for firearms.

Member Enz expressed that she has a hard time with accepting that this is okay and that there is nothing that can really stop people from being able to purchase these higher caliber guns. She added that she was glad to hear that they will be providing training which is probably the first line of defense. She added that it's her duty to ensure that everything has been aligned with the zoning code and that she will be voting yes, but wishes she could vote no.

Member West added that she appreciated the applicant answering her questions. She explained it is their role as the Planning Commission to make sure that the proposal meets the requirements laid out in the zoning code and not decide based on personal beliefs so she will be voting for approval.

It was moved by Member **Baltzer** to approve Case No. 23-27-CUP, seconded by Member **Lynch**.

Motion carried, 6:0.

5. DISCUSSION ITEMS

A. City Council Meeting Overview

Lindahl explained that City Council approved the height variance for the Pillars located at 4669 Lake Ave and the fence at 2175 Gardenette Drive. Both applicants have applied for zoning permits.

Lindahl added that the City Council also considered new zoning regulations for tobacco shops and cannabis sales. The Council voted to approve the option which allows sales of low potency THC and decided not to act on adding regulations for dispensary sales yet. Lindahl explained that these lower potency edible sales can occur in any commercial zone, but the business must have a valid tobacco or liquor license. City Council wanted to proceed cautiously as the State Office of Cannabis Management is still being established. Member Enz asked when these new regulations take effect. Lindahl explained it is already in effect. Member Berry asked how this is related to the limit of how many cannabis shops can be in the city. Lindahl explained that this would not be related to that. Lindahl added that the discussion of buffer zones and limiting the number of retailers was in relation to the full dispensary type retailers which the City Council did not act on. Member Berry asked if the Council had discussed the City owning and operating cannabis dispensaries. Lindahl explained that was briefly discussed by the Council but it didn't seem to gain traction with the City Council.

Member Lynch asked if there are currently businesses that don't have a liquor or tobacco license that are already selling these products. Lindahl responded no. Member Berry asked if CBD products are affected by these new regulations noting that there are numerous

retailers that sell CBD products throughout the city. Member Bill responded that CBD is separate from THC.

Member Lynch asked about the proposed new tobacco zoning regulations that were recently brought to the Planning Commission and City Council. Lindahl explained that the new zoning standards for tobacco did go into effect which restricts new tobacco shops to the B-4 district subject to the buffers that were discussed and that there will also be a limit of ten for licensing. The existing tobacco shops which don't meet these zoning criteria will be allowed to continue operations because they are now "grandfathered" in. Any new tobacco retailers would have to meet the new standards.

B. Zoning Code Update – Community Advisory Committee (CAC) Meeting Overview

Lindahl explained that the kick off meeting for the Zoning Code Update took place in September. The meeting was an opportunity to introduce the project, staff and consulting team, and discuss the purpose of the CAC. During the meeting the project scope and timeline, as well as the process for the update and goals were discussed. The consultants outlined the next steps in the process which is a place types analysis of the City as it relates to the Comprehensive Plan, existing conditions in the City and the current zoning map. They plan to come back to the CAC at the next meeting with this information for further discussion. There was also discussion on potential public outreach. Lindahl explained that there was also a focus group meeting with local developers to provide their thoughts and insights on the zoning ordinance, what they are seeing in the market and the development process. Lindahl added that a summary of these meetings are posted to the City website along with the meeting materials.

Member Lynch asked for more information on the summaries that are provided on the website. Member Berry responded that the place types discussed during the CAC meeting are a way of analyzing individual neighborhoods as well as the 24 existing zones laid out in our zoning code. He added that this analysis could help to make the new code more user friendly for community members and developers. Member Berry added that the consultants will start drafting up parts of a zoning code for the CAC to review.

Lindahl added that there will be a draft of the place type maps for the next CAC meeting and discussion on how that can fit in with potential zoning districts. The consultants will take the feedback they get from the CAC meetings and focus group meetings as well as information provided in the Comprehensive Plan, Housing Taskforce Report, and other documents and create a framework that will be reviewed with the committee and used as an outline for drafting the zoning code. A draft of the place types will be presented for discussion at the December meeting to ensure the committee is in agreement on the direction of the update. Lindahl added that once there are draft sections of the zoning code, it will be brought to the Planning Commission for review.

C. Downtown Mobility and Parking Study Update

Member Enz provided an update on the latest meeting of the Downtown Mobility Study. She explained that the community input portion of the study is closed now. She explained that one key thing they have discussed is how to get people to accept the idea of not parking directly in front of the business they intend to patronize. She added that the consultants conducted counts of parking and only a few locations at certain times reach capacity, and that there is typically parking available downtown. The question they face is how to educate people on this. One of the options discussed was making the sidewalks more appealing with better lighting and landscaping and better connecting different routes. They also discussed bike routes and that there aren't many secure places to keep bikes. The group also discussed modification to the intersection at Highway 61 and 4th Street to make it safer for drivers and pedestrians. Additionally, they discussed potential one way streets in downtown and additional landscaping and greenspaces for pedestrians to enjoy downtown.

Member Lynch expressed some concerns about one way streets in downtown explaining that when everyone is going one direction people actually drive faster. He added that communities are starting to move away from one way streets in their downtowns. Member Enz explained she will take that input to the group. Lindahl clarified that the discussion about one way streets was to prioritize more space for parking and pedestrian amenities. The potential one way streets could have wider sidewalks, additional parking, angled parking, or bike lanes which would work to slow traffic.

Member Enz explained that much of what they discussed involved how to get people accustomed walking more downtown and not having the expectation of parking right in front of the businesses they go to as opposed to discussions around building a parking ramp.

6. ADJOURNMENT

There being no further business before the Commission, it was moved by Member **Baltzer** seconded by Member **West** to adjourn the meeting at 8:03 p.m.



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Lindy Crawford, City Manager
From: Caley Longendyke, City Clerk
Date: November 14, 2023
Subject: **On-sale intoxicating liquor license for Golf Nerd**

SUMMARY

The City Council will consider adopting a resolution approving an on-sale intoxicating liquor license for Golf Nerd LLC, dba Golf Nerd.

BACKGROUND INFORMATION

Joel Hall, owner of Golf Nerd (Golf Nerd LLC), submitted an application for an on-sale 3.2% malt liquor, on-sale wine license and Sunday liquor license. Golf Nerd is a new business located at 937 Wildwood Road and will be a golf simulator business, where customers can practice golf indoors in a high-tech, virtually simulated golf environment. The owner will offer snacks and prepared frozen pizza with beverages, and will have the appropriate facilities and seating to serve food to customers.

On October 10, 2023, the City Council approved the issuance of the liquor licenses. Upon further review of the beverage and food offerings, and state requirements for 3.2% malt liquor and wine licenses, the owner concluded that an on-sale intoxicating liquor license would be better suited for his business.

The liquor licenses will take effect immediately and would be valid through the end of the business cycle on March 31, 2024. The Police Department previously conducted a background investigation and found nothing to preclude the issuance of liquor licenses to Golf Nerd.

RECOMMENDATIONS

Staff recommends the City Council adopt the attached resolution approving an on-sale intoxicating liquor license for Golf Nerd.

ATTACHMENTS

Resolution

RESOLUTION NO. 13256

**RESOLUTION APPROVING ON-SALE INTOXICATING LIQUOR LICENSE
FOR GOLF NERD LLC, DBA GOLF NERD**

WHEREAS, on October 10, 2023, the City Council approved the issuance of an on-sale 3.2% liquor, on-sale wine and Sunday liquor licenses to Golf Nerd LLC, doing business as Golf Nerd, a golf simulator business located at 937 Wildwood Road, White Bear Lake, MN; and

WHEREAS, upon further review of the beverage and food offerings, and state requirements for 3.2% malt liquor and wine licenses, the owner concluded that an on-sale intoxicating liquor license would be better suited for his business; and

WHEREAS, the city clerk has reviewed all submittals and found the application to be in conformance with the criteria for issuing an on-sale intoxicating liquor license; and

WHEREAS, upon completion of the applicants' background checks, the White Bear Lake Police Department found nothing to preclude issuance of these liquor licenses; and

WHEREAS, these approved licenses would take effect immediately and would be valid through the end of the business cycle on March 31, 2024.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota approves the issuance of an on-sale intoxicating liquor license for the following:

Joel Hall on behalf of
Golf Nerd LLC
dba Golf Nerd
937 Wildwood Road
White Bear Lake, MN 55110

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Lindy Crawford, City Manager
From: Caley Longendyke, City Clerk
Date: November 14, 2023
Subject: **Edible Cannabinoid Products license applications for seven establishments**

SUMMARY

The City Council will consider adopting a resolution approving various edible cannabinoid products licenses to multiple existing liquor- and tobacco-licensed establishments.

BACKGROUND INFORMATION

During the 2023 legislative session, the Minnesota Legislature enacted Chapter 63—HF 100, which is comprehensive legislation relating to cannabis, including, but not limited to, the establishment of the Office of Cannabis Management (OCM); providing for the licensing, inspection, and regulation of cannabis businesses and hemp businesses; taxing the sale of cannabis flower, cannabis products, and certain hemp products, and providing for the temporary regulation of certain edible cannabinoid products.

Once the OCM is established, estimated in January 2025, they will become the regulatory authority for the licensing of cannabis businesses and the sale of all cannabinoid products, including lower-potency hemp edibles. Since there would be no regulatory authority overseeing the sale of edible cannabinoid products until then, the City Council passed Ordinance No. 23-08-2067 on August 22, 2023, requiring a license and imposing regulations on the retail sale of edible cannabinoid products until the products are licensed through OCM.

Four eligible establishments, those who currently have an active liquor or tobacco license, applied for an edible cannabinoid products license. The establishments are as follows:

- **Haskell's** (Haskell's Inc.) at 1219 Gun Club Road
- **MGM Wine & Spirits** (TLC Liquors LLC) at 4444 Highway 61 N
- **E-Cig Smoke Shop** (WBL Smoke Shop, Inc.) at 4711 Highway 61 N
- **FireHouse ECig Shop** (ECig Smoke Shop, Inc.) at 4438 Highway 61 N

Consistent with their other business licenses, the license term for edible cannabinoid products will end March 31, 2024. The Police Department conducted background investigations and found nothing to preclude the issuance of the licenses.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution authorizing the issuance of edible cannabinoid products licenses to the list of businesses as outlined within.

ATTACHMENTS

Resolution

RESOLUTION NO.

**RESOLUTION APPROVING EDIBLE CANNABINOID PRODUCTS LICENSES FOR
MULTIPLE ELIGIBLE BUSINESSES IN WHITE BEAR LAKE, MINNESOTA**

WHEREAS, during the 2023 legislative session, the Minnesota Legislature enacted Chapter 63—H.F. 100, which is comprehensive legislation relating to cannabis; and

WHEREAS, the legislation establishes the Office of Cannabis Management, which will become the regulatory authority for all cannabis-related licensing expected in January 2025; and

WHEREAS, with no regulatory authority until then, on August 22, 2023, the City adopted Ordinance No. 23-08-2067, an ordinance requiring a license and imposing regulations on the retail sale of edible cannabinoid products; and

WHEREAS, businesses with liquor or tobacco licenses are eligible to apply for an edible cannabinoid products license and the City has received multiple applications; and

WHEREAS, upon completion of the applicants' background checks, the White Bear Lake Police Department found nothing to preclude issuance of these licenses; and

WHEREAS, these approved licenses would take effect immediately and would be valid through the end of the business cycle on March 31, 2024.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota approves the issuance of an edible cannabinoid products license to the following businesses:

- **Haskell's** (Haskell's Inc.) at 1219 Gun Club Road
- **MGM Wine & Spirits** (TLC Liquors LLC) at 4444 Highway 61 N
- **E-Cig Smoke Shop** (WBL Smoke Shop, Inc.) at 4711 Highway 61 N
- **FireHouse ECig Shop** (ECig Smoke Shop, Inc.) at 4438 Highway 61 N

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk



City of White Bear Lake
Engineering Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Connie Taillon, Environmental Specialist/Water Resources Engineer
Date: November 14, 2023
Subject: **MOU for Rotary Nature Preserve Phase 2 Project Partnership**

SUMMARY

The City Council will consider adopting a resolution to enter into a Memorandum of Understanding (MOU) between the City of White Bear Lake and Vadnais Lake Area Water Management Organization (VLAWMO) for the Rotary Nature Preserve phase 2 project partnership and accepting reimbursement from VLAWMO.

BACKGROUND INFORMATION

Rotary Nature Preserve is a 40-acre city park located north of Birch Lake, between Birch Lake Boulevard North and White Bear Parkway. This land was preserved to provide native habitat for wildlife and passive outdoor recreation for park users. The ecological integrity of the upland and wetland native habitat is being threatened by the presence of invasive plant species, which over the years have taken over many areas of the park. In 2022, the City and Rotary Club of White Bear Lake began partnering on a three phase project at Rotary Nature Preserve to remove invasive plants in upland and wetland buffer areas along the paved trail and to restore these areas with native plants. The phase 1 prairie restoration was completed in 2022 on the east side of the trail just south of the parking lot. The City was awarded a VLAWMO cost share grant for this project.

Earlier this year, the City entered into a contract with Natural Shore Technologies for a cost of \$19,661 to complete the phase 2 project within the wetland buffer along the west side of the trail, from the restroom facility to the boardwalk. VLAWMO included \$5,000 in funding in its approved 2023 budget to be used towards the phase 2 project cost.

The attached MOU formalizes the City and VLAWMO partnership roles for the phase 2 project. The City and VLAWMO both agree to participate in project planning and provide project outreach and education. In addition, the City will remove invasive trees within the project site, enter into a contract with NST and pay for services included in the contract, and provide construction oversight. VLAWMO agrees to reimburse the City \$5,000 towards the total project cost.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution approving a Memorandum of Understanding between the City of White Bear Lake and VLAWMO for the Rotary Nature Preserve phase 2 project partnership and accept reimbursement from VLAWMO.

ATTACHMENTS

Resolution

RESOLUTION NO.

RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF WHITE BEAR LAKE AND VADNAIS LAKE AREA WATER MANAGEMENT ORGANIZATION FOR THE ROTARY NATURE PRESERVE PHASE 2 PROJECT PARTNERSHIP

WHEREAS, the City operates programs to manage lakes, wetlands and streams to preserve, protect and improve water quality and enhance fish and wildlife habitat; and

WHEREAS, the Rotary Nature Preserve contains a large mosaic of wetlands and wetland buffer areas that are highly infested with invasive plant species; and

WHEREAS, restoration of these wetlands buffer areas would improve ecological function and allow them to better support downstream waterbodies; and

WHEREAS, the City and VLAWMO mutually desire to support and expand upon wetland buffer restoration efforts in Rotary Park; and

WHEREAS, the City entered into a contract with Natural Shore Technologies in 2023 to complete the phase 2 wetland buffer restoration project (“Project”) in Rotary Nature Preserve for a total cost of \$19,661; and

WHEREAS, VLAWMO included \$5,000 in funding for the Project in its approved 2023 budget; and

WHEREAS, both parties wish to enter into a memorandum of understanding (MOU) to clearly define their respective roles in completing the Project.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota, that:

1. The City Council of the City of White Bear Lake enter into a Memorandum of Understanding between the City and VLAWMO for the Project partnership.
2. The Mayor and City Manager are authorized to execute the Memorandum of Understanding on the City’s behalf.¹³¹
3. The City Council of the City of White Bear Lake accepts financial reimbursement of \$5,000 from VLAWMO towards the Project cost.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

RESOLUTION NO.

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk



City of White Bear Lake
Engineering Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Paul Kauppi, Public Works Director/City Engineer
Date: November 14, 2023
Subject: **Public Safety Renovation Project, City Project No. 22-09**
Approve and Authorize Execution of a Tender and Release Agreement for a Contract Default, and Award a New Contract for Carpentry Work

SUMMARY

The City Council will consider adopting two resolutions relating to the Public Safety Renovation Project. The first resolution approves and authorizes execution of a tender and release agreement with West Bend Mutual Insurance Company regarding the work that was to be performed by Century Construction Company. The second resolution awards a contract to Maertens-Brenny Construction Company for carpentry work for the Public Safety Renovation Project.

BACKGROUND INFORMATION

On November 9, 2022, pursuant to resolution 13087 of the City Council, bids were received and twenty-nine (29) different contracts were awarded for various work scopes for the Public Safety Renovation Project.

When the City enters into a contract with a contractor, the contractor must submit a performance bond among other documents. These documents protect the City from many different situations, but the performance bond is a financial guarantee that the terms of the contract will be honored in the event the contractor cannot complete the scope of work within their contract.

Construction began in the spring of 2023 and contractors have made significant progress on the project to date. On July 31, 2023, Senoma Inc. dba Century Construction Company (Original Contractor) notified the City that it would be permanently closing business operations and was unable to complete their contract. The Original Contractor was responsible for the carpentry work scope (WS 06-A) of the project. The City then submitted a performance bond claim to West Bend Mutual Insurance Company (Surety) requesting that the Surety accept the claim, assume the contract, and ensure completion of the work.

The Surety accepted the City's claim and obtained proposals from qualified contractors, and selected Maertens-Brenny Construction Company (Substitute Contractor) to complete the

remaining carpentry work. The Substitute Contractor will include a performance bond and other insurance documents along with their new contract.

The Original Contractor's approved contract amount was \$333,500.00. Their contract balance for remaining work at the time of the contract default was \$184,020.08. The Substitute Contractor's proposal for the carpentry work scope is \$397,100.00. Since the Original Contractor defaulted on their contract, the Surety will pay the City the difference between the original contract and the Substitute Contractor's proposal, with no additional cost to the City. As outlined in the first attached resolution, the Surety will pay the City \$213,079.92 to resolve the contract default.

Even though this issue has presented some challenges with the project, staff still anticipates that the project will reach substantial completion in early summer 2024.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolutions:

1. The first resolution is approving and authorizing execution of a tender and release agreement with West Bend Mutual Insurance Company regarding the work to be performed by Century Construction Company.
2. The second resolution is awarding a contract to Maertens-Brenny Construction Company for carpentry work for the Public Safety Renovation Project.

ATTACHMENTS

Resolutions

RESOLUTION NO.

**RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF A TENDER
AND RELEASE AGREEMENT WITH WEST BEND MUTUAL INSURANCE COMPANY
REGARDING THE WORK TO BE PERFORMED BY CENTURY CONSTRUCTION COMPANY**

WHEREAS, the City entered into an agreement effective November 22, 2022 with Senoma, Inc. dba Century Construction Company (“Original Contractor”) for the Carpentry work scope (WS 06-A) as part of the Public Safety Building project; and

WHEREAS, West Bend Mutual Insurance Company (“Surety”) issued the performance bond and payment bond to secure the Original Contractor’s work on the project; and

WHEREAS, when the Original Contractor indicated it was closing its business and would not be able to complete the work on the project, the City submitted a claim to the Surety under the performance bond; and

WHEREAS, pursuant to the terms of the performance bond, the Surety identified a substitute contractor (“Substitute Contractor”) to complete the work for \$397,100.00, with no additional cost to the City, other than to pay the remainder of the amount bid for the work; and

WHEREAS, the City has negotiated a Tender & Release Agreement (“Tender Agreement”) with the Surety under which the City would accept \$213,079.92 from the Surety to be used together with the \$184,020.08 the City had not yet paid the Original Contractor to pay the Substitute Contractor to complete the work; and

WHEREAS, the Tender Agreement would release the Surety from any further obligations under the performance bond provided by the Original Contractor.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of White Bear Lake as follows:

1. It hereby agrees to and enters into the Tender Agreement with the Surety.
2. The Mayor and City Clerk are authorized and directed to execute the Tender Agreement on the City’s behalf as presented by the City Attorney.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

RESOLUTION NO.

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk

RESOLUTION NO.

**RESOLUTION AWARDING THE CONSTRUCTION CONTRACT FOR CARPENTRY
WORK FOR THE PUBLIC SAFETY RENOVATION PROJECT**

WHEREAS, on November 9, 2022, pursuant to resolution 13087 of the City Council, the City of White Bear Lake approved the Contract between the City and Senoma, Inc. dba Century Construction Company for the Carpentry work scope (WS 06-A) for the Public Safety Renovation Project (“Project”) in the amount of \$333,500.00; and

WHEREAS, during the course of the Project, on July 31, 2023, Senoma, Inc. dba Century Construction Company notified the City that it would be permanently closing business operations and was unable to complete the contract; and

WHEREAS, at the time of Senoma, Inc. dba Century Construction Company’s default, the remaining Contract funds, including retainage held, totaled \$269,026.66; and

WHEREAS, On August 17, 2023, the City submitted a claim to West Bend Mutual Insurance Company (“Surety”) pursuant to the Contract’s Performance Bond, No. 2529145, requesting that the Surety accept the claim, assume the Contract, and ensure completion of the work; and

WHEREAS, the Surety has accepted the Performance Bond claim, and pursuant to the terms and conditions of the Performance Bond has obtained proposals from qualified contractors to complete the Contract work; and

WHEREAS, the Surety has identified Maertens-Brenny Construction Company to assume and perform the Senoma, Inc. dba Century Construction Contract for the remaining contract value; and

WHEREAS, the Surety wishes to assign the contract with Maertens-Brenny Construction Company to the City; and

WHEREAS, the City of White Bear Lake agrees to accept the assignment and enter into a new contract for the completion of the Carpentry work scope (WS 06-A) with Maertens-Brenny Construction Company.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Ramsey County, Minnesota, that:

1. It hereby receives the Maertens-Brenny Construction Company proposal submitted to West Bend Mutual Insurance Company for the Carpentry work scope (WS 06-A) for the Public Safety Renovation Project.

RESOLUTION NO.

2. The Mayor and City Clerk are hereby authorized and directed to enter into contract with Maertens-Brenny Construction Company in the amount of \$397,100.00 according to the plans and specifications therefor approved by the City Council and on file in the office of the City Engineer.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk



City of White Bear Lake
Community Development Department

MEMORANDUM

TO: Lindy Crawford, City Manager
FROM: Jason Lindahl AICP, Community Development Director
 Ashton Miller, City Planner
DATE: November 14, 2023
SUBJECT: Heartland Gun Club Conditional Use Permit, 4350 Centerville Road,
 Case No. 23-27-CUP

SUMMARY

The applicant, Heartland Twin Cities Gun Club & Range, is requesting a conditional use permit for 2,200 square feet of enclosed retail sales in the Business Warehouse (BW) zoning district, in order to sell sporting goods, including firearms. The request is in conjunction with the proposed expansion of the building to develop a gun club and shooting range, which as an indoor commercial recreation use, is a permitted use within the BW zoning district. The conditional use permit for retail was previously granted in March of 2021, but approvals expired after a year of inactivity, so the applicant is back with the same request. Based on the findings made in this report, both the Planning Commission and staff find that the standards for conditional use permits laid out in City Code Section 1301.050 have been satisfied and recommends approval of the request.

GENERAL INFORMATION

Applicant/Owner: Heartland Twin Cities Gun Club and Range / Heartland Twin Cities Real Estate LLC

Existing Land Use / Zoning: Commercial/Warehouse; zoned BW: Business Warehouse

Surrounding Land Use / Zoning: North: Office/Warehouse; zoned BW: Business Warehouse
 South: Warehouse & stormwater pond; zoned BW
 East: Interstate 35E
 West: Residential condos (City of Vadnais Heights); zoned Planned Unit Development

Comprehensive Plan: Business Park

Lot Size & Width: Code: 15,000 sq. ft. & 100 feet
 Site: 96,484 sq. ft. & 245 feet

60 Day Review Date: November 17, 2023

BACKGROUND INFORMATION

The subject site is a flag lot located on the east side of Centerville Road and south of Highway 96. There is currently a 4,000 square foot building on the site with three drive lanes and parking for approximately sixteen (16) vehicles. The city has a joint powers agreement with the city of Vadnais Heights as it provides the utilities (sewer and water) to the lot.

The lot was platted and the building constructed in 1991 after a conditional use permit was granted for the operation of an emissions testing facility. After the facility closed in 1999, the company B&B Company – Industrial Coatings moved in and had been in operation until the property owner, Brian Kroonblawd, started the process to redevelop the site into a shooting range several years ago.

The Business Warehouse zoning district allows indoor commercial recreation facilities that are limited to firearms and archery ranges, fitness center, golf course, gymnastics center, jump center, indoor golf driving range, indoor batting cages, racquetball, roller and ice skating rink, tennis, vehicle racing or amusement and similar uses by right. The accessory, enclosed retail portion of the proposal is what requires conditional approval.

The applicants previously received approval for the conditional use permit and a setback variance for the parking lot on the east side of the property in 2021. If within a year of approval, the use has not been implemented, the conditional use permit becomes null and void. Due to the covid-19 pandemic and increasing construction costs, the project was delayed and approvals expired. The conditional use permit request is the same as before, but the parking lot has been reconfigured to meet code, so a variance is not required. A few other changes have been made to the proposal including alterations to the exterior elevations around the entryways and a reduction in the number of shooting lanes from fifteen (15) to twelve (12).

Planning Commission Action

The Planning Commission reviewed this item during their October 30, 2023 regular meeting. During the meeting, the commission heard a presentation from staff and held a public hearing that produced comments from one resident and the applicant. Detailed minutes of this meeting are included in the City Council meeting packet under the Consent agenda section.

Ami Wazlawik, resident of White Bear Township, expressed concerns about safety. She directed several questions to the applicant pertaining to the security measures that would be in place and the types of guns that would be available for purchase at the range. The applicant, Greg Moore, on behalf of Heartland Gun Club, provided details on the security protocols at the range, which will include cameras, motion sensors, and the locking of guns in a safe every night. He added that the gun club will be heavily regulated and will need to meet all local, state, and federal regulations.

Commissioners Enz and West asked additional questions about safety and noise. Mr. Moore further explained the facility's procedures for securing their products and that they will follow

all state and federal laws. Mr. Moore added that generally noise cannot be heard outside the facility and noise protection is required inside the gun range. The Planning Commission, staff and the applicant had general discussion about State of Minnesota noise standards for indoor and outdoor gun ranges and concluded that these standards would applied should noise become an issue.

Conditional Use Permit Review

City review authority for conditional use permits are considered a Quasi-Judicial action. This means the city acts like a judge in evaluating the facts against the applicable review standards. The city's role is limited to applying the review standards to the facts presented by the application. Generally, if the application meets the review standards, it should be approved. The standards for reviewing conditional use permits are detailed in City Code Section 1301.050.

According to City Code Section 1301.050, the City shall consider possible adverse effects of a proposed conditional use. This review shall be based upon (but not limited to) the factors listed below. Based on the findings made in this review, staff recommends approval of the requested conditional use permit.

1. The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the official City Comprehensive Land Use Plan and all other plans and controls.

Finding: The 2040 Comprehensive Plan Future Land Use Map guides the subject property as business park. This designation allows a mix of light industrial, warehouse, office, and limited retail uses. Uses should primarily be contained within primary structures with outdoor processing and storage generally prohibited. An indoor commercial recreation facility with office space and limited retail is consistent with the business park designation.

2. The proposed use is or will be compatible with present and future land uses of the area.

Finding: The properties to the north and west are commercial office and warehousing. There is also office and warehousing across Interstate 35E to the east. The use as a gun club and shooting range will not intensify the use of the property and will therefore be compatible with the surrounding commercial uses. There are residential properties to the west, but the building is set back from Centerville Road over 450 feet, so there is a large buffer between the uses. Additionally, since the commercial recreation will take place entirely within the building, it is not anticipated to impact the neighboring properties.

Lastly, the overall character of the Business Warehouse zoning district is intended to be transitional in nature. The commercial recreation facility proposed in this location serves as a transition between the more industrial businesses located along Birch Lake Boulevard South and the retail oriented businesses to the north along Highway 96.

3. The proposed use conforms with all performance standards contained herein.

Finding: Section 1303.180, subd.4.c. details the specific performance standards for accessory enclosed retail. These standards and staff's findings for each are provided below.

- *Such use is allowed as a permitted use in a "B-1" or "B-2" District.*

"Sporting goods establishment and bait shops" is a permitted use in the B-2 zoning district. The applicant has indicated the "retail pro shop" will include a variety of hunting shotguns and rifles along with other types of firearms. It will also stock accessories designed to provide for a safe and comfortable shooting experience, including ammunition, hearing protection, and safety glasses. Apparel and other goods related to shooting and other outdoor sports will also be offered. Based on this description, the proposed use complies.

- *Such use does not constitute more than thirty (30) percent of the lot area and not more than fifty (50) percent of the gross floor area of the principal use.*

The retail area is cited to be 2,200 square feet in size. The lot is 2.215 acres, therefore, the retail space is roughly 2.3% of the total lot area. The shooting range is considered the principal use of the building, which has a gross square footage of 5,477 square feet (51.67 feet wide by 106 feet long). At that size, the retail space is 40.2% of the principal use. Based on these numbers, the proposal complies.

- *Adequate off-street parking and off-street loading in compliance with the requirements of Sections 1302.050 and 1302.060 of this Code is provided.*

According to the numbers provided by the architect, the site requires fifty-four (54) stalls – eleven (11) for retail, twenty-three (23) for office, three (3) for storage, and seventeen (17) for the range. Sixty (60) stalls are shown on the site plan, so the proposal appears to comply. Bicycle parking is required at the rate of one (1) space for every thirty (30) parking stalls, therefore, two (2) bicycle parking spaces will be required on site.

The code further requires one (1) loading berth per building and one (1) additional smaller berth for each 10,000 square feet in floor size over the first 10,000 square feet. The plan does not call out the loading areas, but staff has measured and there is plenty of drive aisle along both the east and south sides of the building to accommodate the receipt of merchandise from delivery vehicles.

- *All signing and informational or visual communication devices shall be in compliance with the White Bear Lake Sign Code.*

A separate sign permit is required for all signage on the property. A condition of this conditional use permit will require the applicant to submit and receive separate approval of a detailed sign plan. The BW zoning district allows for wall signage up to one hundred fifty (150) square feet on the building. The plans do not provide enough information to determine if this provision is being met. The BW zoning district also allows a monument sign up to ten (10) feet in height thirty-five (35) square feet, and ten (10) feet from the right-of-way. The proposed sign is thirty-five (35) square feet in size, six (6) feet in height and is ten (10) feet from the Centerville Road right-of-way.

Lastly, the BW zoning district allows pylon signs if the property abuts Interstate 35E. The pylon

sign meets the size and height requirements, which is one hundred and twenty (120) square feet in size and twenty-five (25) feet in height. However, the location was not indicated on the site plan, so staff is unsure about the setback, which is ten (10) feet from the property line. The existing pylon sign will be removed in conjunction with this proposal.

- *Setbacks*

The BW zoning district requires a thirty (30) foot setback from the front and rear lot lines and a twenty (20) foot setback from the side lot lines for a principal structure. The parking lot is required to be fifteen (15) feet from a street right-of-way and five (5) feet from the side lot line. All setbacks are being met in this proposal.

- *Height*

The maximum allowed height in the BW zoning district is three (3) stories or thirty-six (36) feet. The existing building is twenty (20) feet tall and the proposed addition will be sixteen (16) feet in height.

- *Elevations*

The existing building consists of face brick, which is a permitted exterior material. The exterior materials of the addition are proposed to consist of precast panels with a horizontal board finish and stone details along the bottom and around the entrance. Precast panels are a permitted material in the BW zoning district per approval of an architectural treatment, so the proposal complies.

- *Landscaping*

Landscaping at a rate of one (1) tree for every twenty-five (25) feet of landscaped area and one (1) shrub for every three (3) feet of landscaped area is required around the parking lot. The proposal meets code by providing a number of trees and shrubs spread out over the site, screening the parking lot and providing greenery around the building.

- *Lighting*

Lighting specifications and details for any new lighting, along with a photometric plan will be required before a building permit is issued.

- *Other*

There is a twenty (20) foot wide drainage and utility easement that runs north-south along the eastern property line. In their review memo, the Engineering Department has stated that the proposed trash enclosure be moved out of the easement.

4. The proposed use will not tend to or actually depreciate the area in which it is proposed.

Finding: The proposal will not depreciate the area. The proposed investment is substantial and will improve the aesthetic of the building, which is dated and was constructed for a purpose that is now obsolete. The parking lot will also be upgraded, which will benefit the property to the north, which shares an access point with the subject site. Therefore, staff anticipates the use will actually appreciate the area. Further, the gun club, as an experience based consumer

activity, is anticipated to draw people to the area, which could provide a boost to the businesses at the Highway 96 and Centerville Road intersection.

5. The proposed use can be accommodated with existing public services and will not overburden the City's service capacity.

Finding: As noted above, the city of Vadnais Heights provides the sewer and water to the property through a joint powers agreement with White Bear Lake. Sewer and water were brought to the property in 1990 when the commercial building was constructed. The proposed use can be accommodated with the existing services and is not anticipated to overburden the city's service capacity.

6. Traffic generation by the proposed use is within capabilities of streets serving the property.

Finding: Centerville Road is classified as an A-minor expander, a type of arterial road that is designed to accommodate higher levels of traffic, so the road is equipped to handle the number of trips generated by the gun club. Expanders provide a way to make connections between developing areas and are proposed to serve medium to long suburb-to-suburb trips. Centerville Road intersects with Highway 96 and is in close proximity to Interstate 35E, so visitors and employees will generally use roads that are designated as arterials or higher, so will not be increasing traffic in residential neighborhoods.

RECOMMENDATION

The standards outlined in the zoning ordinances have been met, therefore, the Planning Commission and staff recommend approval of the applicant's request, subject to the following conditions:

1. All application materials, maps, drawings, and descriptive information submitted in this application shall become part of the permit.
2. Per Section 1301.050, Subd.4, if within one (1) year after approving the Conditional Use Permit, the use as allowed by the permit shall not have been completed or utilized, the CUP shall become null and void unless a petition for an extension of time in which to complete or utilize the use has been granted by the City Council. Such petition shall be requested in writing and shall be submitted at least 30 days prior to expiration.
3. The Conditional Use Permit shall become effective upon the applicant tendering proof (ie: a receipt) to the City of having filed a certified copy of the signed resolution of approval with the County Recorder pursuant to Minnesota State, Statute 462.3595 to ensure the compliance of the herein-stated conditions.
4. The size of the retail area shall not exceed 2,200 square feet.
5. The hours of operation for retail sales shall be limited to 9 a.m. to 9 p.m.
6. The applicant is responsible for ensuring its customers and staff do not park on the neighboring property. If, by determination of city staff, the applicant fails to comply with this requirement, the city may require the applicant to install signage and/or a fence (with standard permits as typically required) to deter parking on the neighboring property.

7. The applicant shall obtain a building permit prior to beginning any work.
8. Prior to the issuance of a building permit, all plans shall be revised to comply with all applicable building and zoning code requirements. Any deviations from code reflected in the plan set submitted to the city are not approved and must be revised as needed to comply and resubmitted before construction may begin.
9. The uses within the building shall not be changed without approval from the city. The Zoning Administrator will determine if a proposed change in use can be approved administratively or if it requires Council approval.
10. The applicant shall obtain sign permits prior to the installation of any signage. The size and amount of signage is limited to what is permitted by the city's sign code.
11. Extend a letter of credit consisting of 125% of the exterior improvements, which renews automatically every six months. The amount of the letter shall be based on a cost estimate of the exterior improvements, to be approved by the city prior to the issuance of the letter of credit.
12. Provide a SAC (Sewer Availability Charge) determination letter from the Metropolitan Council.
13. Obtain permits as necessary from relevant agencies (such as MnDOT, Ramsey County, Vadnais Heights) and provide a copy of each to the city.
14. Enter into a Stormwater Operation and Maintenance Agreement for the new on-site stormwater features.
15. Prior to the release of the letter of credit, the applicant shall provide an as-built plan that complies with the city's record drawing requirements.
16. Prior to the release of the letter of credit, all exterior improvements must be installed and all landscaping must have survived at least one full growing season.
17. The applicant shall provide proof of having recorded the resolution of approval and the stormwater operation and maintenance agreement with the County Recorder's Office.
18. The site shall comply with all applicable State of Minnesota and City of White Bear Lake noise standards.

ATTACHMENTS

Resolution

Zoning/Location Map

Engineering Review Memo dated October 11, 2023

Applicants Narrative & Plans

RESOLUTION NO.

**RESOLUTION GRANTING A CONDITIONAL USE PERMIT FOR
4350 CENTERVILLE ROAD WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

WHEREAS, Heartland Twin Cities Real Estate LLC (23-27-CUP) has requested a conditional use permit for 2,200 square feet of enclosed retail sales in the BW zoning district, per code section 1303.180, subd.4.c in order to sell sporting goods out of the proposed indoor commercial recreation facility at the following location:

LEGAL DESCRIPTION: LOT 3, BLK 1, NEW BEDFORD ADDITION. PID 213022130027

WHEREAS, the Planning Commission held a public hearing as required by the Zoning Code on October 30, 2023; and

WHEREAS, the City Council has considered the advice and recommendations of the Planning Commission regarding the effect of the proposed conditional use permit upon the health, safety, and welfare of the community and its Comprehensive Plan, as well as any concerns related to compatibility of uses, traffic, property values, light, air, danger of fire, and risk to public safety in the surrounding areas;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota that the City Council accepts and adopts the following findings of the Planning Commission:

1. The proposal is consistent with the city's Comprehensive Plan.
2. The proposal is consistent with existing and future land uses in the area.
3. The proposal conforms to the Zoning Code requirements.
4. The proposal will not depreciate values in the area.
5. The proposal will not overburden the existing public services nor the capacity of the City to service the area.
6. The traffic generation will be within the capabilities of the streets serving the site.

BE IT FURTHER RESOLVED, that the City Council of the City of White Bear Lake hereby approves the request, subject to the following conditions:

1. All application materials, maps, drawings, and descriptive information submitted in this application shall become part of the permit.
2. Per Section 1301.050, Subd.4, if within one (1) year after approving the Conditional Use Permit, the use as allowed by the permit shall not have been completed or utilized, the CUP shall become null and void unless a petition for an extension of time in which to complete or utilize the use has been granted by the City Council. Such petition shall be requested in writing and shall be submitted at least 30 days prior to expiration.
3. The Conditional Use Permit shall become effective upon the applicant tendering proof (ie: a receipt) to the City of having filed a certified copy of the signed resolution of

RESOLUTION NO.

- approval with the County Recorder pursuant to Minnesota State, Statute 462.3595 to ensure the compliance of the herein-stated conditions.
4. The size of the retail area shall not exceed 2,200 square feet.
 5. The hours of operation for retail sales shall be limited to 9 a.m. to 9 p.m.
 6. The applicant is responsible for ensuring its customers and staff do not park on the neighboring property. If, by determination of city staff, the applicant fails to comply with this requirement, the city may require the applicant to install signage and/or a fence (with standard permits as typically required) to deter parking on the neighboring property.
 7. The applicant shall obtain a building permit prior to beginning any work.
 8. Prior to the issuance of a building permit, all plans shall be revised to comply with all applicable building and zoning code requirements. Any deviations from code reflected in the plan set submitted to the city are not approved and must be revised as needed to comply and resubmitted before construction may begin.
 9. The uses within the building shall not be changed without approval from the city. The Zoning Administrator will determine if a proposed change in use can be approved administratively or if it requires Council approval.
 10. The applicant shall obtain sign permits prior to the installation of any signage. The size and amount of signage is limited to what is permitted by the city's sign code.
 11. Extend a letter of credit consisting of 125% of the exterior improvements, which renews automatically every six months. The amount of the letter shall be based on a cost estimate of the exterior improvements, to be approved by the city prior to the issuance of the letter of credit.
 12. Provide a SAC (Sewer Availability Charge) determination letter from the Metropolitan Council.
 13. Obtain permits as necessary from relevant agencies (such as MnDOT, Ramsey County, and Vadnais Heights) and provide a copy of each to the city.
 14. Enter into a Stormwater Operation and Maintenance Agreement for the new on-site stormwater features.
 15. Prior to the release of the letter of credit, the applicant shall provide an as-built plan complies with the city's record drawing requirements.
 16. Prior to the release of the letter of credit, all exterior improvements must be installed and all landscaping must have survived at least one full growing season.
 17. The applicant shall provide proof of having recorded the resolution of approval and the stormwater operation and maintenance agreement with the County Recorder's Office.
 18. The site shall comply with all applicable State of Minnesota and City of White Bear Lake noise standards.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

RESOLUTION NO.

Dan Louismet, Mayor

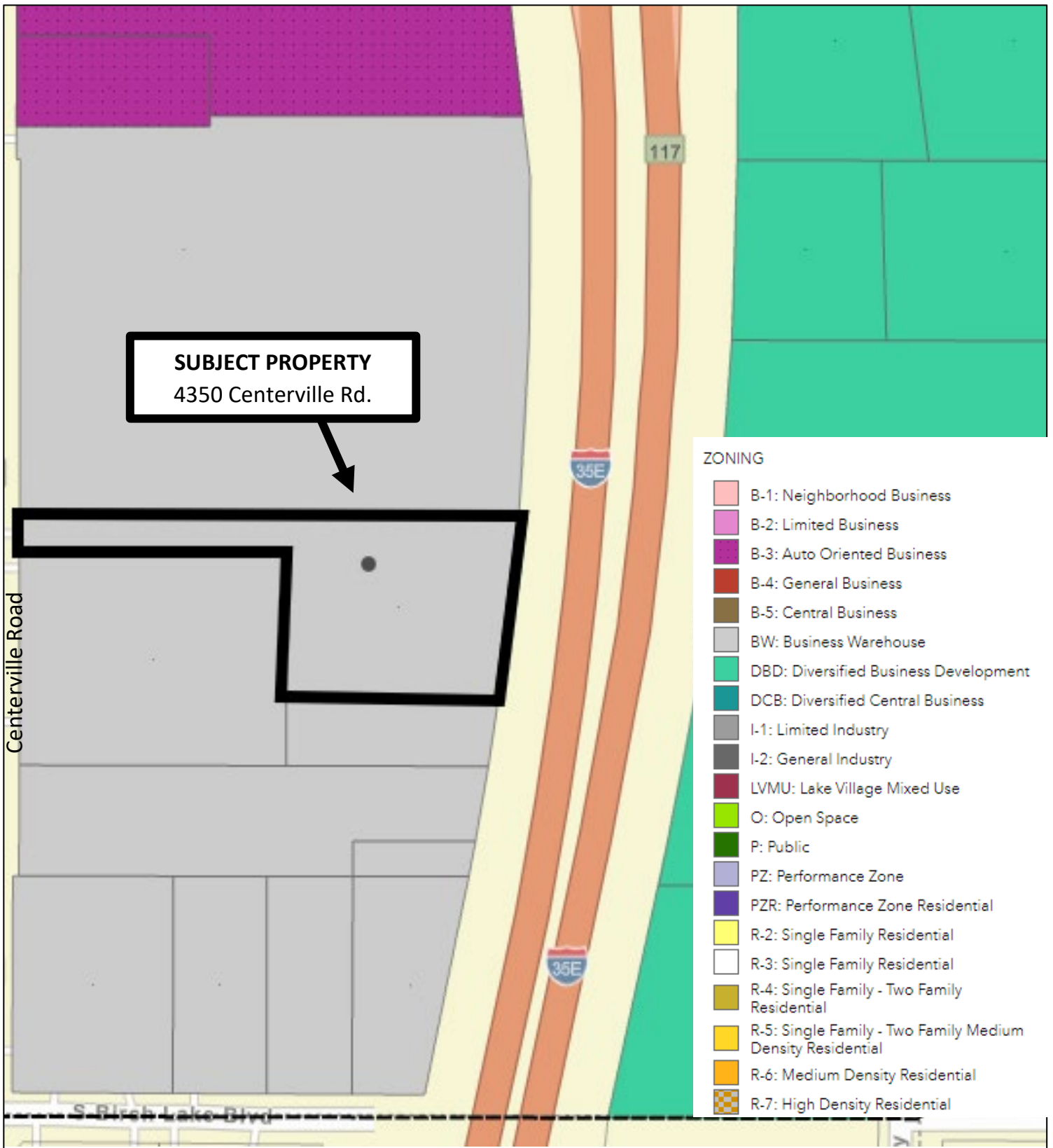
ATTEST:

Caley Longendyke, City Clerk

Approval is contingent upon execution and return of this document to the City Planning Office.
I have read and agree to the conditions of this resolution as outlined above.

Applicant's Signature

Date



City of
White Bear Lake
Planning & Zoning
651-429-8561

CASE NO. : 23-27-CUP

CASE NAME : Heartland Gun Club

DATE : October 30, 2023



City of White Bear Lake
Engineering Department

MEMORANDUM

To: Ashton Miller, City Planner
From: Nate Christensen, P.E., Assistant Engineer
Connie Taillon, P.E., Environmental Specialist/Water Resources Engineer
Date: October 11, 2023
Subject: Heartland Twin Cities Gun Club and Range Engineering Review Comments

The Engineering Department reviewed the Boundary, Location, Topographic and Utility Survey dated April 25, 2019 and Civil sheets C000, C100, C200, C300, C400, C401, and C500 dated February 3, 2023, and received September 26, 2023 for the above referenced project and have the following comments.

The following outstanding items must be addressed prior to issuance of a Building Permit

General

- 1) Please provide the following for review:
 - Geotechnical report
 - Stormwater model reports for existing and proposed conditions
- 2) The trash enclosure and pavement shall not be located within the drainage and utility easement. Please revise the plan accordingly.
- 3) Submit a Landscape Plan for review when available.
- 4) Permits may be required from MPCA and Ramsey County. Provide a copy of any permits for our records or correspondence from each agency stating that a permit is not required.

Boundary, Location, Topographic, and Utility Survey

- 5) For the existing storm sewer that runs roughly north to south through the western portion of the property, if an easement exists please show on the plan and provide a copy of the easement document for our records.

Grading, Drainage and Erosion Control Plan (C100)

- 6) Label the drainage and utility easements.
- 7) Include the FFE of the existing building on the plan.
- 8) Provide documentation that the proposed building floor elevation meets the City's freeboard requirements for the existing pond.

Utility Plan (C200)

- 9) Show the underground filtration basin draintile on the plan.
- 10) Add STRM #33 to the storm sewer table.
- 11) Add a sump to STRM #41 and revise the storm sewer table accordingly.
- 12) Revise the STRM #30 'Structure Dimension' in the storm sewer table.
- 13) Should Keyed Note 7 be added to STRM #25 and #26 on the plan view?
- 14) Should Keyed Note 6 and/or 7 be added to STRM #36, #37, #38, and #39 on the plan view?
- 15) Remove Keyed Note 6 from the curb area near the SE corning of the proposed building.

Paving and Geometric Plan (C300)

- 16) The line type at the monument near Centerville Road is not included in the legend. Please add the line type to the Legend and clarify what work is being done within that area.

Stormwater Pollution Prevention Plan (C500)

- 17) Please change 'infiltration' to 'filtration' in the project narrative.
- 18) Complete the SWPPP implementation, installation, inspection and BMP maintenance contact information when available.

The following items must be addressed prior to the release of the letter of credit

- i) An as-built record drawing is required for this project. Include an as-built survey of the underground filtration system and associated inlet and outlet pipes prior to backfill. A list of record drawing requirements will be provided prior to Building Permit issuance.

The following items must be addressed prior to issuance of a Certificate of Occupancy

- ii) A Stormwater Operations and Maintenance Agreement (SOMA) is required for this project. A SOMA template will be provided prior to Building Permit issuance.

While the following items are not required for issuance of a permit, we would like to take this opportunity to raise these points:

- a) It is highly recommended that an individual familiar with the stormwater design be on site while the filtration system is being constructed to ensure that it is constructed per plan.

- b) Consider installing conduit at this time for future electric vehicle charging stations.
- c) Consider installing no-mow grass or native prairie in place of lawn grass in non-used areas to reduce irrigation needs and to provide pollinator habitat.
- d) Consider planting native trees.
- e) Stormwater efforts that go above and beyond permit requirements are eligible for grant funds from Vadnais Lake Area Water Management Organization. For more information, visit: www.vlawmo.org/grants, email: office@vlawmo.org, or call: 651-204-6173.

Note

For the next plan review submittal, please provide the following:

- A response to each review comment in this memo
- Revised plans
- Stormwater calculations
- Geotechnical report

Contact Information

For questions contact Nate Christensen at: 651-762-4812 or nchristensen@whitebearlake.org or Connie Taillon at: 651- 429-8587 or ctailon@whitebearlake.org

September 16th, 2023

Planning Commission, City Council

City of White Bear Lake

4701 Highway 61

White Bear Lake, MN 55110

My name is Brian Kroonblawd and I wanted to enclose this letter to you to discuss my Land Use Application for a Firearms Range and Associated Retail Sales Operation. I have attached to my letter a memo from a land and zoning consultant Stantec and a legal memorandum from the Taft law firm. I have been in the White Bear Lake Community for over thirty years and in the past I had gotten some help from Anne Kane on some new signage that we were working on but other than that I have not had any contact with the City and have tried to be a good neighbor and have enjoyed living in and starting and growing our business in White Bear Lake. Our first building that my company was in was on South Birch Lake Blvd and it was the Frogener Dry Wall Company's building that I rented out. Our home was also on South Birch Lake Blvd but farther to the southwest. After a few years I purchased the property at 4350 Centerville Road after the State of Minnesota closed that emission testing facility. We have been at our current location for over twenty years.

A few years ago when I was in my later 50's I started thinking of what might be the next chapter in my life – my business is more of a young person's business than someone my age so I started looking around a bit and talking to people about selling my 4350 Centerville property to my neighbor for their expansion or selling the building to another commercial user and then I had the good fortune to meet up with a group that has been involved in the development of two very nice indoor shooting ranges. I have been interested in the shooting sports for a long time and it just so happened that an indoor gun range was a permitted use under the City's zoning code that my building is in.

The proposed redevelopment of my property and expansion of the existing building would include an indoor shooting range and a retail sporting goods store.

Our plans and colored elevations for the new building show a very nicely designed building that will provide a great venue for friends and families to gather to enjoy the shooting sports. I have started and grown my business in White Bear Lake. My project at 4350 Centerville Road will be a first class designed and built facility and I will be proud to be a part of it and spend my last chapter of my business career as an owner of a shooting sports facility. Our facility will add numerous jobs to the local economy and will be paying our employees a living wage and offer health insurance and retirement plan benefits.

What follows this memo is a lot of legal and consultant memorandums etc. but since I paid for it all I thought that I should send it in as part of my submission. I am looking forward to working with my team and the City Planner, Planning Commission and City Council to make this a successful project that we can all be proud of and bring another amenity to the residents of the City of White Bear Lake and the surrounding communities.

Sincerely,

Brian Kroonblawd

Brian Kroonblawd

HEARTLAND TWIN CITIES GUN CLUB AND RANGE

4350 CENTERVILLE ROAD
WHITE BEAR LAKE, MN 55127

PROJECT TEAM

OWNER

HEARTLAND GUN CLUB AND RANGE
6503 SHADOW LANE
CHANHASSEN, MN 55317
CONTACT: PAT EGAN
CONTACT: GREG MOORE
PHONE: 612-220-9819
PAT@NAVIGATORREALESTATE.COM

ARCHITECT OF RECORD

SPERIDES REINERS ARCHITECTS, INC.
6442 CITY WEST PARKWAY
SUITE 300
EDEN PRAIRIE, MN 55344
CONTACT: JAMES WARREN, AIA
PHONE: 952-996-9662
EMAIL: JAMESW@SRA-MN.COM

CONTRACTOR

ZEMAN CONSTRUCTION CO.
9500 100TH AVE N
GOLDEN VALLEY, MN 55427
CONTACT: ROSS GREISCHAR
PHONE: 763-398-8929
EMAIL: ROSSG@ZEMANCONSTRUCTION.COM

STRUCTURAL ENGINEER

ERICKSEN ROED AND ASSOCIATES
2550 UNIVERSITY AVE WEST
SUITE 201-S
ST. PAUL, MN 55114
CONTACT: GREG MCCOOL
PHONE: 651-251-7570
EMAIL: GMCCOOL@ERAENG.COM

CIVIL ENGINEER

BKBM
6120 EARLE BROWN DRIVE
SUITE 700
BROOKLYN CENTER, MN 55430
CONTACT: KEITH MATTE
PHONE: 763,843,0446
KMATTE@BKBM.COM

SURVEYING

SUNDE LAND SURVEYING
9001 EAST BLOOMINGTON FREEWAY
SUITE 118
BLOOMING, MN 55420-3435
PHONE: 952.881.2455

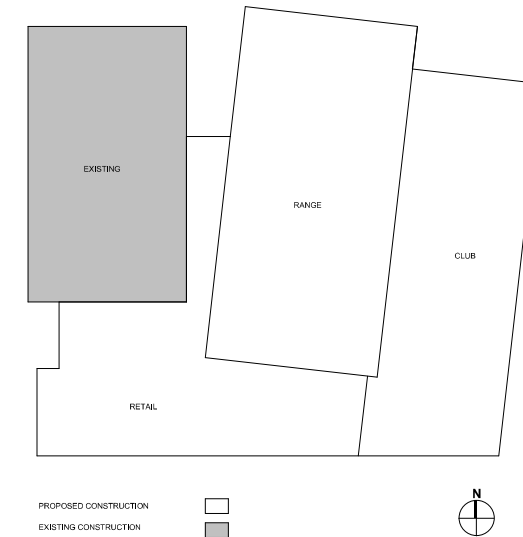
GENERAL NOTES

- STUD FRAMING EXTENDED TO STRUCTURE ABOVE SHALL HAVE 7' X 3' SIP GALVANIZED STUD TRACK AT TOP. STUD FRAMING SHALL BE 3/4" FROM TOP OF TRACK AND HAVE NO MECHANICAL FASTENING TO ALLOW FOR 3/4" DEFLECTION.
- VERIFY ALL EXISTING CONDITIONS, DIMENSIONS, AND ALIGNMENT OF WALLS. BRING ANY DISCREPANCIES TO THE ARCHITECT'S ATTENTION PRIOR TO FABRICATION/ CONSTRUCTION BEGINS.
- CONTRACTOR TO INSTALL EQUIPMENT PER MANUFACTURER'S REQUIREMENTS.
- HOLD 1/2" CLEARANCE BETWEEN FLOOR AND GYPSUM BOARD. FILL GAP BETWEEN BOTTOM EDGE OF GYPSUM BOARD AND FLOOR WITH SEALANT. STRIKE SEALANT SMOOTH AND FLUSH WITH FACE OF PARTITION. REMOVE EXCESS SEALANT FROM PARTITION AND FLOOR.
- CHANGES IN FLOOR MATERIALS SHALL BE LOCATED AT THE CENTERLINE OF THE DOOR LEAF OR AS SHOWN ON THE FLOOR FINISH PLAN.
- VERIFY LOCATION OF ACCESS PANELS WITH MECHANICAL AND ELECTRICAL DRAWINGS FOR ACCESS TO MECHANICAL AND ELECTRICAL ITEMS.
- SEAL PENETRATIONS IN FIRE RATED ASSEMBLIES AND SMOKE BARRIERS TO MEET REQUIRED RATINGS. UTILIZE UL APPROVED METHODS.
- PROVIDE BLOCKING AS REQUIRED TO SUPPORT ALL CABINETS, SHELVES, BULBS, FANS, EQUIPMENT OR ACCESSORIES. COORDINATE WITH VENDOR DOCUMENTS WHERE SUCH CONDITIONS APPLY.
- NOTIFY THE ARCHITECT IF ELECTRICAL COMMUNICATION/ HVAC PLUMBING ITEMS DEPICTED CONFLICT WITH ADA REQUIREMENTS OR INDUSTRY STANDARDS.
- SEALS TO INSTALLATION**
NOTE: ALL DRIVERS AND CONTROLS TO BE INSTALLED WITHIN A MAXIMUM OF 4" OF EACH OTHER HORIZONTALLY (NOT 18" O.C.) AND ALIGN THE BOTTOMS OF EACH ITEM IN THE VERTICAL POSITION ALONG THE ITEMS ON CENTERLINES.
- DURING CONSTRUCTION, AREA SHALL BE KEPT CLEAN AND ORDERLY.
- LIGHTING, EXIT LIGHTING INFORMATION, ELECTRICAL, DATA AND TELEPHONE INFORMATION SHOWN ARE FOR ELECTRICAL CONTRACTORS REFERENCE ONLY. CONTRACTOR SHALL ENSURE COORDINATION OF ELECTRICAL ITEMS WITH BUILDING CONSTRUCTION AND EQUIPMENT AND SHALL OBTAIN THE NEEDED INFORMATION TO PROVIDE A COMPLETE AND WORKING INSTALLATION.
- CONSTRUCTION SHALL BE IN ACCORDANCE WITH STATE AND LOCAL CODES.
- PROVIDE GFI ELECTRICAL OUTLETS AT LOCATIONS REQUIRED BY CODE.

PROJECT IMAGE



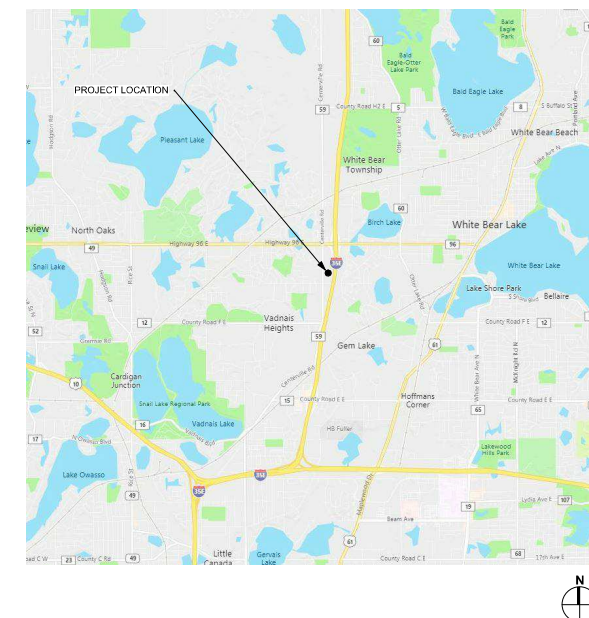
KEY PLAN



SHEET INDEX

Discipline	SHEET	SHEET NAME	CONSTRUCTION DOCUMENTS 02/03/2023
ARCHITECTURAL	A000	TITLE SHEET	-
SURVEY	SURVEY	LAND SURVEY	-
CIVIL	C000	SELECTIVE SITE DEMOLITION AND EROSION CONTROL PLAN	-
CIVIL	C100	GRADING, DRAINAGE, AND EROSION CONTROL PLAN	-
CIVIL	C200	UTILITY PLAN	-
CIVIL	C300	PAVING AND GEOMETRIC PLAN	-
CIVIL	C400	CIVIL DETAILS	-
CIVIL	C401	CIVIL DETAILS	-
CIVIL	C500	STORMWATER POLLUTION PREVENTION PLAN	-
STRUCTURAL	S000	STRUCTURAL COVER SHEET	-
STRUCTURAL	S001	GENERAL STRUCTURAL NOTES	-
STRUCTURAL	S002	TYPICAL DETAILS - FOUNDATION	-
STRUCTURAL	S003	TYPICAL DETAILS - FOUNDATION SCHEDULES	-
STRUCTURAL	S004	TRIPPLER DETAILS - PRECAST STEEL	-
STRUCTURAL	S200	FOUNDATION PLAN	-
STRUCTURAL	S240	ROOF PLAN	-
STRUCTURAL	S300	FOUNDATION DETAILS	-
STRUCTURAL	S400	FRAMING DETAILS	-
ARCHITECTURAL	A010	LIFE SAFETY PLANS	-
ARCHITECTURAL	A020	SHEET SYMBOLS, ACCESSIBILITY, ROOF TYPES, FLOOR TYPES, WALL TYPES	-
ARCHITECTURAL	A040	ARCHITECTURAL SITE PLAN	-
ARCHITECTURAL	A041	LANDSCAPE PLAN	-
ARCHITECTURAL	A042	LANDSCAPE DETAILS	-
ARCHITECTURAL	A100	DESIGN PLAN AND TOILET ENLARGED PLANS	-
ARCHITECTURAL	A200	FLOOR PLAN	-
ARCHITECTURAL	A220	REFLECTED CEILING PLANS	-
ARCHITECTURAL	A240	ROOF PLAN	-
ARCHITECTURAL	A300	EXTERIOR ELEVATIONS	-
ARCHITECTURAL	A301	EXTERIOR ELEVATIONS	-
ARCHITECTURAL	A310	SECTION AND DETAILS	-
ARCHITECTURAL	A400	BUILDING SECTIONS	-
ARCHITECTURAL	A420	WALL SECTIONS	-
ARCHITECTURAL	A421	WALL SECTIONS AT ENTRY	-
ARCHITECTURAL	A500	PRECAST PANEL ELEVATIONS	-
ARCHITECTURAL	A501	DETAILS	-
ARCHITECTURAL	A502	DETAILS	-
ARCHITECTURAL	A503	TRASH ENCLOSURE & PLAN DETAILS	-
ARCHITECTURAL	A600	SCREENS	-
ARCHITECTURAL	A701	INTERIOR ELEVATIONS	-

LOCATION MAP



6442 CITY WEST PARKWAY
EDEN PRAIRIE, MINNESOTA
55344
PH: 952-996-9662
WWW.SRA-MN.COM

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATIONS, CONDITIONS AND CONTRACT DOCUMENTS WERE PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ARCHITECT UNDER THE MINNESOTA PROFESSIONAL ARCHITECTS ACT.
REGISTRATION NO. DATE
10881 03/2021

ISSUE #	DATE	DESCRIPTION	CL.P. APPLICATION	CONSTRUCTION DOCUMENTS
1	1/17/2023			
2	2/3/2023			

Heartland Twin Cities
Gun Club and Range
4350 CENTERVILLE ROAD
WHITE BEAR LAKE, MN 55127

TITLE SHEET

PROJECT 19-024.2
DRAWN JN
CHECKED NS
BY: A000
2/3/2023 3:50:24 PM

DESCRIPTION OF PROPERTY SURVEYED
 (Per Warranty Deed Document No. 292084)
 Lot 3, Block 1, New Bedford Addition, Ramsey County, Minnesota

PLAT RECORDING INFORMATION

The plot of NEW BEDFORD ADDITION was filed of record on November 7, 1991, as Document No. 2623375.

TITLE COMMITMENT

This survey was prepared without the benefit of current title work. Easements, appurtenances, and encumbrances may exist in addition to those shown hereon. This survey is subject to revision upon receipt of a current title insurance commitment or attorney's title opinion.

GENERAL NOTE

- Survey coordinate and bearing basis: Ramsey County System (North American Datum of 1983 Coordinates, final adjustment December 17, 1991)

UTILITY NOTES

- Utility information from plans and markings was combined with observed evidence of utilities to develop a view of the underground utilities shown hereon. However, lacking excavation, the exact location of underground features cannot be accurately, completely and reliably depicted. In addition, Gopher State One Call locate requests from surveyors may be ignored or result in an incomplete response. Where additional or more detailed information is required, excavation and/or a private utility locate request may be necessary.
- Other underground utilities of which we are unaware may exist. Verify all utilities critical to construction or design.
- Some underground utility locations are shown as marked onsite by those utility companies whose locators responded to our Gopher State One Call, ticket numbers 190990262 and 190990263.
- Contact GOPHER STATE ONE CALL at 651-454-0002 (800-252-1166) for precise onsite location of utilities prior to any excavation.

BENCHMARKS (BM)

- Top of top nut of fire hydrant, 70 feet +/- northwest of the northwest building corner.
Elevation = 957.94 feet
- Top of top nut of fire hydrant on the west side of Centerville Rd. opposite the drive entrance to #4350.
Elevation = 955.33 feet
- Top of concrete on the north side of light pole base. Light pole is 106 feet +/- southeast of southeast building corner.
Elevation = 958.48 feet

AREA

Area = 96,484 square feet or 2.215 acres

LEGEND

• Denotes found iron monument

- AGP Denotes above ground pipe
- BE Denotes building entrance
- BTL Denotes beavertail curb
- CB Denotes catch basin
- CBK Denotes communication box
- CC Denotes curb cut
- CS Denotes curb stop
- DIP Denotes ductile iron pipe
- EM Denotes electric meter
- FOL Denotes fiber optic line
- G Denotes gutter elevation
- GM Denotes gas meter
- GP Denotes guard post
- GW Denotes guy wire
- HCR Denotes disabled ramp
- HHC Denotes communication hand hole
- HHF Denotes fiber optic hand hole
- HYD Denotes fire hydrant
- INV Denotes invert elevation
- KWB Denotes keystone wall base
- LP Denotes light pole
- MB Denotes mailbox
- OD Denotes overhead door
- OHU Denotes overhead utility lines
- (P) Denotes per plan
- PKS Denotes parking sign
- PPT Denotes power pole with transformer
- PPU Denotes power pole with underground utility
- PVC Denotes polyvinylchloride pipe
- RCP Denotes reinforced concrete pipe
- RD Denotes roof drain
- SAN Denotes sanitary manhole
- SAN S Denotes sanitary sewer
- SPG Denotes water spigot
- ST S Denotes storm sewer
- SWB Denotes stone wall base
- SWT Denotes stone wall top
- TC Denotes top of concrete curb
- TRANS Denotes transformer
- UCG Denotes underground communication line
- UCE Denotes underground electric line
- VCP Denotes vitrified clay pipe
- W Denotes water line
- WV Denotes water valve

CONTROL POINTS

STATION	NORTHING	EASTING	ELEVATION
3005	203400.825	585222.168	960.03
3006	203221.794	585213.700	957.24
3007	203281.205	584985.735	954.15
3008	203348.666	584977.287	955.32
3009	203419.733	584731.795	956.03

- MPL Denotes Maple tree
- PIN Denotes Pine tree
- SHB Denotes shrub
- SPR Denotes Spruce tree
- TR Denotes deciduous tree
- Δ Denotes control point

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.

Dated this 25th day of April, 2019

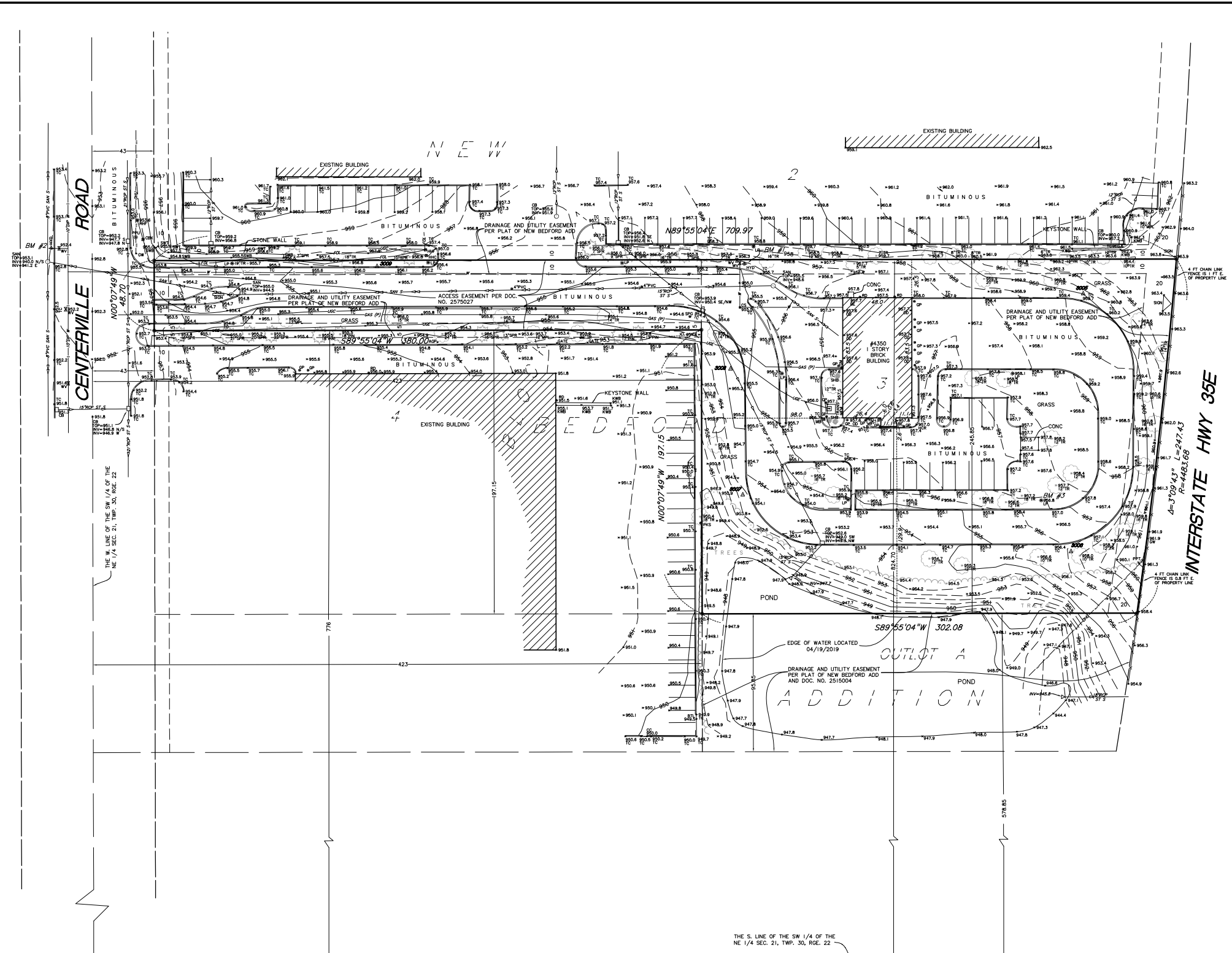
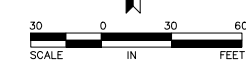
SUNDE LAND SURVEYING, LLC.
 By: *Leonard F. Carlson*
 Leonard F. Carlson, P.L.S. Minn. Lic. No. 44890

Revision	By	Date

Drawing Title:
BOUNDARY, LOCATION, TOPOGRAPHIC and UTILITY SURVEY FOR: BKBM ENGINEERS
 4350 Centerville Road, White Bear Lake, MN

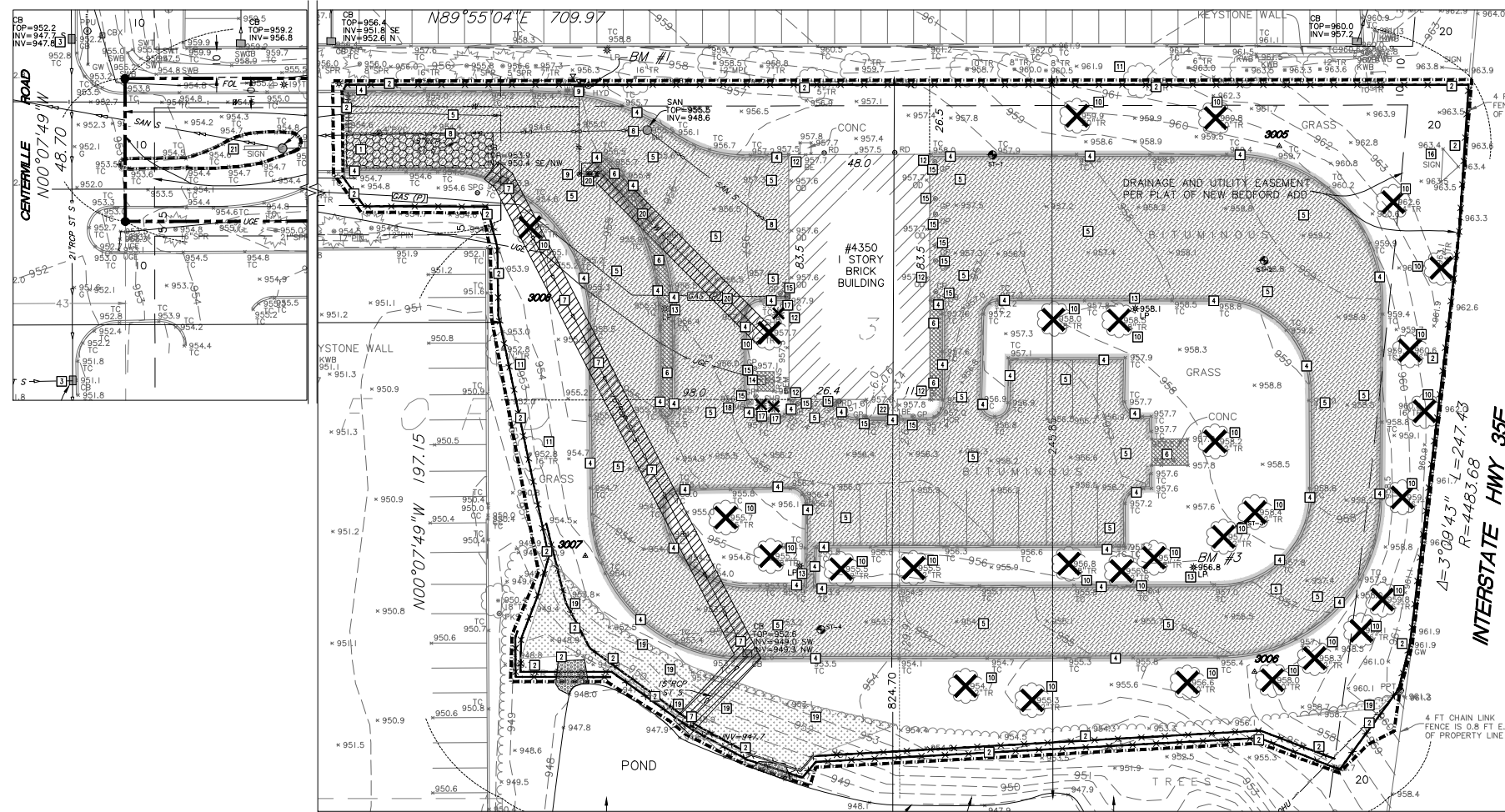
SUNDE LAND SURVEYING Moist Office: 9001 East Boomington Freeway (35W) - Suite 118
 Bloomington, Minnesota 55423-3435
 952-881-2455 (Fax: 952-888-3598)

Project: 90-185-A Blk/Pg 909/20 Date: 04/25/2019
 Township: 30 Range: 22 Section: 21 Sheet: 1 of 1
 File: 90185A001.dwg



THE W. LINE OF THE SW 1/4 OF THE NE 1/4 SEC. 21, TWP. 30, R. 22

THE S. LINE OF THE SW 1/4 OF THE NE 1/4 SEC. 21, TWP. 30, R. 22



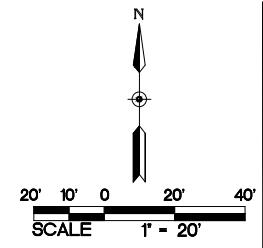
1
C000
SELECTIVE SITE DEMOLITION AND EROSION CONTROL PLAN
1" = 20'

PROPOSED PLAN SYMBOLS	
CONSTRUCTION LIMITS	---
SILTATION FENCE	
FILTER LOG	
PROPERTY LINE	---
SAWCUT LINE (APPROX.)	---
ROCK CONSTRUCTION ENTRANCE	XXXXX
BITUMINOUS REMOVAL	XXXXX
CONCRETE REMOVAL	XXXXX
PIPE REMOVAL	XXXXX
CLEARING AND GRUBBING	XXXXX
CURB REMOVAL	XXXXX
TREE REMOVAL	XXXXX

ABBREVIATIONS	
BM	Bench Mark
CB	Catch Basin
CONC	Concrete
FFE	Finished Floor Elevation
INV	Invert
MH	Manhole
PVC	Polyvinyl Chloride
RCP	Reinforced Concrete Pipe

NOTE:
STORM SEWER INLETS NOT SHOWN ON PLAN MAY RECEIVE RUNOFF FROM CONSTRUCTION ACTIVITIES. INSTALL INLET SEDIMENT PROTECTION PER DETAIL 3/C400 ON ALL STORM INLETS THAT MAY RECEIVE RUNOFF.

NOTE:
PRIOR TO THE START OF CONSTRUCTION, THE CONTRACTOR SHALL LOCATE AND DETERMINE THE LOCATION AND ELEVATION OF EXISTING UNDERGROUND UTILITIES. CONTACT CIVIL ENGINEER IF EXISTING UTILITIES TO REMAIN WILL BE IMPACTED BY PROPOSED WORK.



KEYED NOTES

- KEYED NOTES ARE DENOTED BY [] ON PLAN.
- INSTALL ROCK CONSTRUCTION ENTRANCE. REFER TO DETAIL 1/C400.
 - INSTALL PERIMETER EROSION CONTROL. REFER TO DETAIL 2/C400.
 - INSTALL INLET SEDIMENT PROTECTION. REFER TO DETAIL 3/C400.
 - REMOVE CURB AND GUTTER IN ITS ENTIRETY TO THE EXTENT SHOWN. SAWCUT AND REMOVE AT NEAREST JUMP.
 - REMOVE AND REMOVE BITUMINOUS PAVEMENT IN ITS ENTIRETY TO THE EXTENTS SHOWN.
 - REMOVE CONCRETE PAVEMENT IN ITS ENTIRETY TO THE EXTENTS SHOWN.
 - REMOVE STORM SEWER IN ITS ENTIRETY TO THE EXTENTS SHOWN. FOLLOW ALL CITY OF WHITE BEAR LAKE STANDARDS AND SPECIFICATIONS.
 - SANITARY SEWER TO REMAIN. PROTECT AT ALL TIMES.
 - WATER MAIN, HYDRANTS, AND VALVES TO REMAIN. PROTECT AT ALL TIMES.
 - REMOVE TREE IN ITS ENTIRETY INCLUDING STUMP.
 - EXISTING TREE TO REMAIN. PROTECT AT ALL TIMES.
 - EXISTING BUILDING TO REMAIN. PROTECT AT ALL TIMES.
 - REMOVE EXISTING LIGHT POLE IN ITS ENTIRETY INCLUDING ANY BELOW GRADE FOUNDATION.
 - TRANSFORMER TO BE RELOCATED. COORDINATE WITH UTILITY OWNER.
 - REMOVE GUARD POST IN ITS ENTIRETY INCLUDING ANY BELOW GRADE FOUNDATION.
 - REMOVE SIGN IN ITS ENTIRETY INCLUDING ANY BELOW GRADE FOUNDATION.
 - REMOVE SHRUB IN ITS ENTIRETY.
 - REMOVE MAILBOX IN ITS ENTIRETY INCLUDING ANY BELOW GRADE FOUNDATION.
 - CLEAR AND GRUB WOODED AREA TO APPROXIMATE EXTENTS SHOWN.
 - REMOVE REDUCER, VALVE AND 1 1/4-INCH WATER SERVICE TO BUILDING. PROVIDE TEMPORARY CAP ON EXISTING 6-INCH STUB.
 - REMOVE EXISTING MONUMENT SIGN IN ITS ENTIRETY INCLUDING ANY BELOW GRADE FOUNDATION.
 - REMOVE BUILDING VESTIBULE. REFER TO ARCHITECTURAL PLANS.

DEMOLITION AND REMOVAL NOTES:

- PRIOR TO START OF ANY CONSTRUCTION ACTIVITY, ALL EROSION AND SEDIMENT CONTROL MEASURES ARE TO BE INSTALLED BY THE CONTRACTOR AND INSPECTED BY THE CITY OF WHITE BEAR LAKE WINDS LAKE WATERSHED MANAGEMENT ORGANIZATION. PERIMETER PROTECTION SHALL BE INSTALLED ALONG THE CONTOUR.
- IT IS THE CONTRACTOR'S RESPONSIBILITY TO ASCERTAIN THE LOCATION OF ALL EXISTING UTILITIES. THE CONTRACTOR SHALL VERIFY THE LOCATION, ELEVATION AND MARK ALL EXISTING UTILITIES 48 HOURS BEFORE CONSTRUCTION STARTS. THE ENGINEER, ARCHITECT OR OWNER DOES NOT GUARANTEE THAT ALL THE UTILITIES ARE MAPPED, OR IF MAPPED, ARE SHOWN CORRECTLY. CONTACT COPHER STATE ONE CALL AT 851-454-0002 FOR FIELD LOCATING EXISTING UTILITIES. CONTACT UTILITY OWNER IF DAMAGE OCCURS DUE TO CONSTRUCTION.
- THERE MAY BE MISCELLANEOUS ITEMS TO BE REMOVED THAT ARE NOT IDENTIFIED ON THESE PLANS. THE CONTRACTOR SHALL VISIT THE SITE AND REVIEW THE DOCUMENTS TO OBTAIN A CLEAR UNDERSTANDING OF THE INTENDED SCOPE OF WORK.
- PRIOR TO START OF CONSTRUCTION, DISCONNECT ELECTRIC SERVICES. COORDINATE DISCONNECTION OF ANY UTILITY WITH THE UTILITY OWNER. REMOVE ALL GAS AND ELECTRIC LINES UNDER PROPOSED BUILDING FOOTPRINT.
- ANY UTILITIES NOT INDICATED FOR REMOVAL OR ABANDONMENT, ARE TO BE PROTECTED AT ALL TIMES (SEE SMALL UTILITY NOTE BELOW).
- ALL EXISTING CURB AND GUTTER IS TO BE REMOVED WITHIN THE SCOPE OF THE PROJECT FROM THE SAW CUT LINES TO THE NEAREST JUMP.
- THE BACKGROUND INFORMATION WAS PREPARED BY SUNDE LAND SURVEYING. (952) 881-2455.

GENERAL NOTES:

- CONCRETE CURB AND GUTTER REMOVAL, PAVEMENT REMOVAL AND UTILITY REMOVAL LIMITS ARE TO BE COORDINATED THE CITY OF WHITE BEAR LAKE AND UTILITY OWNER. REFER TO ALL CONSTRUCTION DOCUMENTS.
- THE CONTRACTOR SHALL DEVELOP AND IMPLEMENT A TRAFFIC CONTROL PLAN WHILE WORKING WITHIN THE RIGHT-OF-WAY. THE TRAFFIC CONTROL PLAN SHALL BE APPROVED BY THE CITY ENGINEERING DEPARTMENT PRIOR TO STREET ENCROACHMENT.
- CONTRACTOR SHALL VISIT THE SITE PRIOR TO BIDDING AND REVIEW ALL CONSTRUCTION DOCUMENTS AND GEOTECHNICAL REPORTS. NO ADDITIONAL COMPENSATION WILL BE ALLOWED FOR ITEMS THAT SHOULD HAVE BEEN ANTICIPATED BY PERFORMING THE ABOVE.
- THE ROCK CONSTRUCTION ENTRANCE INDICATED ON THE PLAN IS SHOWN IN AN APPROXIMATE LOCATION. PRIOR TO START OF CONSTRUCTION, THE CONTRACTOR IS TO COORDINATE WITH THE CITY OF WHITE BEAR LAKE FOR THE EXACT ROCK CONSTRUCTION ENTRANCE LOCATION.



6419 CITY WEST PARKWAY #300
EDEN PRAIRIE, MINNESOTA 55344
PH: 952-996-0662
WWW.SRA-MN.COM



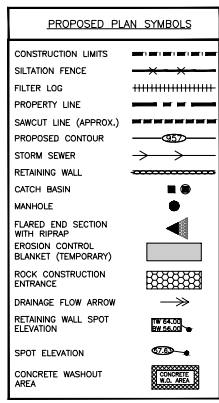
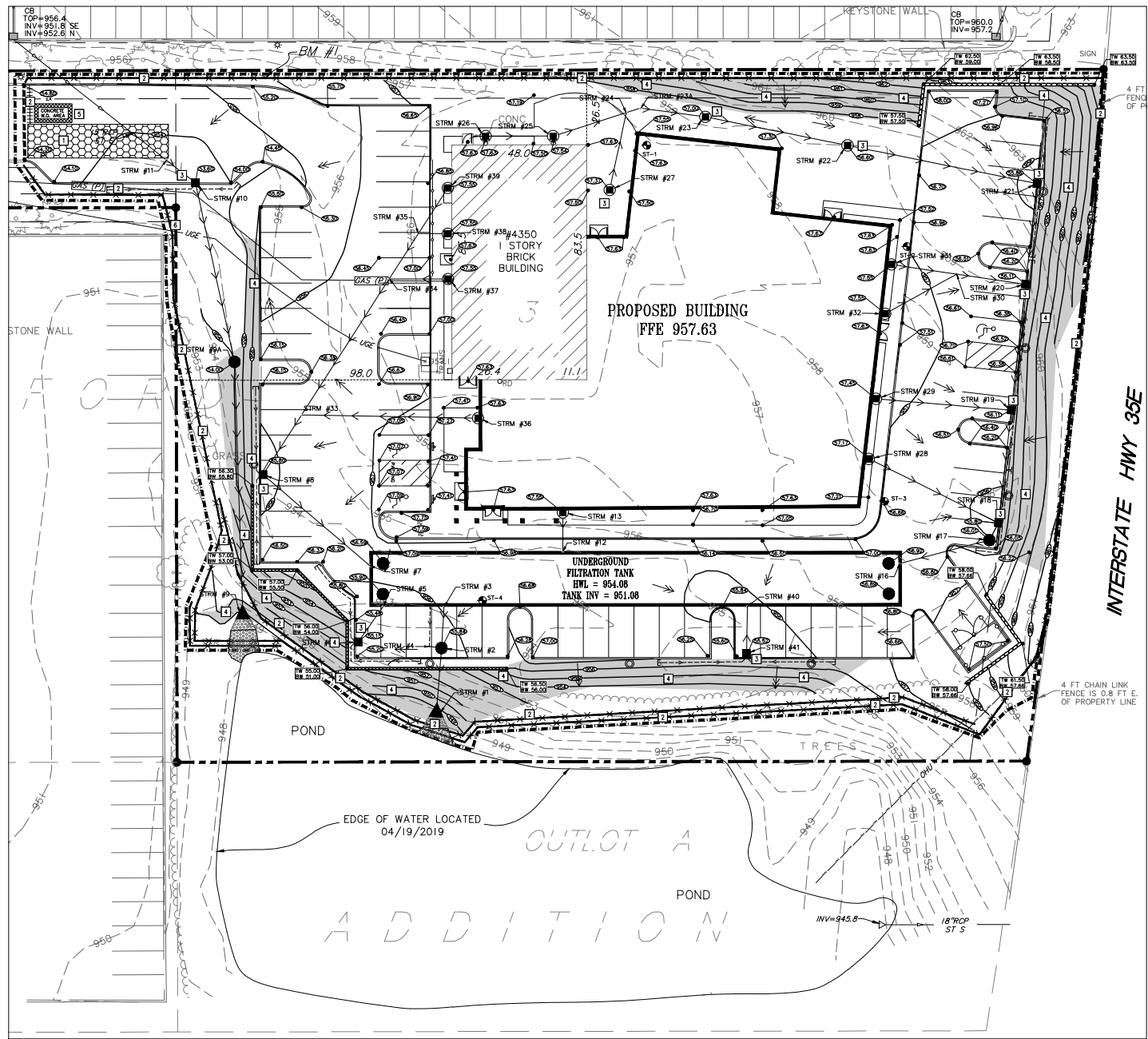
DATE: 10/20/2017
DRAWN BY: SJR
CHECKED BY: KAM

Heartland Twin Cities
Gun Club and Range
4350 CENTERVILLE ROAD
WHITE BEAR LAKE, MN 55197

SELECTIVE SITE
DEMOLITION AND
EROSION CONTROL
PLAN

PROJECT NO: 19999
DRAWN BY: SJR
CHECKED BY: KAM

C000



APPROXIMATE DISTURBED AREA IS 1.67 ACRES

NOTE:
STORM SEWER INLETS NOT SHOWN ON PLAN MAY RECEIVE RUNOFF FROM CONSTRUCTION ACTIVITIES. INSTALL INLET SEDIMENT PROTECTION PER DETAIL 3/C400 ON ALL STORM INLETS THAT MAY RECEIVE RUNOFF.

- KEYED NOTES**
- KEYED NOTES ARE DENOTED BY [] ON PLAN.
- INSTALL ROCK CONSTRUCTION ENTRANCE. REFER TO DETAIL 1/C400.
 - INSTALL PERIMETER EROSION CONTROL. REFER TO DETAIL 2/C400.
 - INSTALL INLET SEDIMENT PROTECTION. REFER TO DETAIL 3/C400.
 - INSTALL MN/DOT 3885 CATEGORY 20 TEMPORARY STRAW FIBER EROSION CONTROL BLANKET.
 - APPROXIMATE LOCATION OF TEMPORARY CONTAINED CONCRETE WASH OUT BIN. REFER TO THE MINNESOTA'S NPDES/SDS GENERAL STORMWATER PERMIT FOR CONSTRUCTION ACTIVITY FOR MORE DETAILS. SELF-CONTAINED CONCRETE WASHOUTS ON CONCRETE DELIVERY TRUCKS IS AN ACCEPTABLE ALTERNATIVE TO ON-SITE CONTAINMENT.
 - PRIOR TO START OF CONSTRUCTION, OWNER AND CONTRACTOR SHALL COORDINATE WITH THE ADJACENT PROPERTY OWNER TO THE WEST TO OBTAIN TEMPORARY CONSTRUCTION ACCESS FOR ALL WORK WEST OF THE PROPERTY LINE. CONTRACTOR SHALL RESTORE ANY DAMAGE TO THE PROPERTY OWNER'S SATISFACTION.

- EROSION CONTROL NOTES:**
- ALL EROSION CONTROL FACILITIES SHALL BE INSTALLED PRIOR TO ANY SITE GRADING OPERATIONS. THE CITY ENGINEERING DEPARTMENT MUST BE NOTIFIED UPON COMPLETION OF THE INSTALLATION OF THE REQUIRED EROSION CONTROL FACILITIES AND PRIOR TO ANY GRADING OPERATIONS COMMENCED. THE CONTRACTOR IS RESPONSIBLE TO SCHEDULE A PRE-CONSTRUCTION GRADING MEETING ON-SITE WITH THE CITY. IF DAMAGED OR REMOVED DURING CONSTRUCTION, ALL EROSION CONTROL FACILITIES SHALL BE RESTORED AND IN PLACE AT THE END OF EACH DAY.
 - ANY EROSION CONTROL FACILITIES DEEMED NECESSARY BY THE CITY, BEFORE, DURING OR AFTER THE GRADING ACTIVITIES, SHALL BE INSTALLED AT THEIR REQUEST.
 - NO DEVIATIONS SHALL BE MADE FROM THE ELEVATIONS SHOWN ON THE APPROVED GRADING PLAN, WITHOUT PRIOR APPROVAL FROM THE CIVIL ENGINEER.
 - FOR SITES GREATER THAN 1.0 ACRE, AS REQUIRED BY THE MPCA PERMIT REQUIREMENTS, THE PERMIT APPLICANT MUST KEEP AN EROSION CONTROL INSPECTION LOG. INSPECTION MUST BE MADE ONCE EVERY SEVEN DAYS AND WITHIN 24 HOURS AFTER EVERY RAIN EVENT. THE INSPECTION RECORD MUST BE MADE AVAILABLE TO THE CITY WITHIN 24 HOURS OF REQUEST.
 - FLUWS FROM DIVERSION CHANNELS OR PIPES (TEMPORARY OR PERMANENT) SHALL BE ROUTED TO SEDIMENTATION BASINS OR APPROPRIATE ENERGY DISSIPATORS TO PREVENT TRANSPORT OF SEDIMENT TO OUTFLOW TO LATERAL CONVEYORS AND TO PREVENT EROSION AND SEDIMENTATION WHEN RUNOFF FLOWS INTO THESE CONVEYORS.
 - SITE ACCESS ROADS SHALL BE GRADED OR OTHERWISE PROTECTED WITH SILT FENCES, DIVERSION CHANNELS, OR DIKES AND PIPES TO PREVENT SEDIMENT FROM EXITING THE SITE VIA THE ACCESS ROADS. SITE-ACCESS ROADS/DRIVEWAYS SHALL BE SURFACED WITH CRUSHED ROCK WHERE THEY ADJOIN EXISTING PAVED ROADWAYS.
 - SOILS TRACKED FROM THE SITE BY MOTOR VEHICLES OR EQUIPMENT SHALL BE CLEANED DAILY FROM PAVED ROADWAY SURFACES, OR MORE FREQUENTLY IF REQUESTED BY CITY, THROUGHOUT THE DURATION OF CONSTRUCTION.
 - DUST CONTROL MEASURES SHALL BE PERFORMED PERIODICALLY WHEN CONDITIONS REQUIRE AND/OR AS DIRECTED BY THE CITY.
 - ALL EROSION CONTROL MEASURES SHALL BE USED AND MAINTAINED FOR THE DURATION OF SITE CONSTRUCTION. IF CONSTRUCTION OPERATIONS OR NATURAL EVENTS DAMAGE OR INTERFERE WITH THESE EROSION CONTROL MEASURES, THEY SHALL BE RESTORED TO SERVE THEIR INTENDED FUNCTION AT THE END OF EACH DAY OR AS SOON AS FIELD CONDITIONS ALLOW ACCESS.
 - ALL AREAS DISTURBED DURING CONSTRUCTION SHALL BE RESTORED AS SOON AS POSSIBLE. ANY AREAS WHICH HAVE BEEN FINISHED GRADED OR AREAS THAT HAVE BEEN DISTURBED AND FOR WHICH GRADING OR SITE BUILDING CONSTRUCTION OPERATIONS ARE NOT ACTIVELY UNDERWAY SHALL BE SEEDED AND MULCHED AS SET FORTH IN THE FOLLOWING PARAGRAPHS WITHIN 7 DAYS.
 - ALL SEEDED AREAS SHALL BE EITHER MULCHED AND DISC-ANCHORED OR COVERED BY FIBROUS BLANKETS TO PROTECT SEEDS AND LIMIT EROSION. TEMPORARY STRAW MULCH SHALL BE DISC-ANCHORED AND APPLIED AT A UNIFORM RATE OF NOT LESS THAN TWO TONS PER ACRE AND NOT LESS THAN 80% COVERAGE.
 - IF THE GRADED AREA IS ANTICIPATED TO BE RE-DISTURBED WITHIN SIX MONTHS, PROVIDE A TEMPORARY VEGETATIVE COVER CONSISTING OF MINNESOTA DEPARTMENT OF TRANSPORTATION (MN/DOT) SEED MIXTURE 21-111 (CANS), OR 21-112 (WINTER WHEAT), AT A RATE OF 100 POUNDS PER ACRE.
 - IF GRADED AREA WILL NOT BE DEVELOPED FOR A PERIOD GREATER THAN SIX MONTHS, PROVIDE A SEMI-PERMANENT VEGETATIVE COVER OF SEED MIXTURE MN/DOT 22-112 AT A RATE OF 40 POUNDS PER ACRE.
 - GRADING BONDS OR THE EQUIVALENT SECURITIES SHALL BE RETAINED UNTIL TURF HAS GERMINATED AND SURVIVED A 60-DAY GROWING PERIOD.
 - UNLESS SPECIFIED ELSEWHERE WITHIN THE CONSTRUCTION DOCUMENTS (I.E. ARCHITECTURAL, SITE PLAN OR LANDSCAPE PLAN), PERMANENT TURF RESTORATION SHALL CONSIST OF MN/DOT SEED MIXTURE 22-131 (COCKLEBUR, TURF GRASS) AT A RATE OF 220 POUNDS PER ACRE.
 - WHENEVER OTHER EROSION AND SEDIMENT CONTROL PRACTICES ARE INADEQUATE, TEMPORARY ON-SITE SEDIMENT BASINS THAT CONFORM TO THE CRITERIA FOR ON-SITE DETENTION BASINS SHALL BE PROVIDED.
 - MULCH, HYDROMULCH, AND TACKIFIERS MAY NOT BE USED FOR STABILIZATION IN SWALES OR DRAINAGE DITCHES.
 - RUNOFF SHALL BE PREVENTED FROM ENTERING ALL STORM SEWER CATCH BASINS PROVIDING THEY ARE NOT NEEDED DURING CONSTRUCTION. WHERE STORM SEWER CATCH BASINS ARE NECESSARY FOR SITE DRAINAGE DURING CONSTRUCTION, A SILT FENCE OR SEDIMENT PROTECTION DEVICES AS DETAILED SHALL BE INSTALLED AND MAINTAINED AROUND ALL CATCH BASINS UNTIL THE TRIBUTARY AREA TO THE CATCH BASIN IS RESTORED.
 - GRADING ACTIVITIES PROPOSED TO BEGIN AFTER OCTOBER 15 WILL REQUIRE AN APPROVED PHASING SCHEDULE. THE AREA OF LAND THAT THE CITY WILL ALLOW TO BE DISTURBED AT THIS TIME OF YEAR WILL BE SEVERELY LIMITED. THE CITY WILL ALSO REQUIRE ADDITIONAL EROSION CONTROL DEVICES, I.E., TEMPORARY SEDIMENT BASINS, DORMANT SEEDING AND HIGH RATES OF APPLICATION OF BOTH SEED AND MULCH.
 - FILTER BLANKET AND RIPRAP SHALL BE INSTALLED ON THE DOWNSTREAM SIDES OF ALL STORM SEWER OUTLETS WITHIN 24 HOURS AFTER CONSTRUCTION AS INDICATED AND DETAILED. ALL RIPRAP SHALL BE INSTALLED WITH A FILTER MATERIAL MEETING THE MN/DOT SPECIFICATIONS FOR RIPRAP AND FILTER MATERIAL.
 - EROSION CONTROL FACILITIES SHALL BE INSTALLED AND MAINTAINED AROUND THE PERIMETER OF ALL PONDS WITHIN OR ADJACENT TO THE AREA TO BE GRADED UNTIL THE TRIBUTARY AREA TO THE POND IS RESTORED.
 - TO MINIMIZE EROSION, ALL 3:1 SLOPES SHALL BE COVERED WITH A MN/DOT 3885 CATEGORY 20 STRAW EROSION CONTROL BLANKETS OR STAKED SOO.
 - ACCUMULATION OF ALL SEDIMENT OCCURRING IN PONDS, STORM SEWERS AND DITCHES SHALL BE REMOVED PRIOR TO, DURING AND AFTER COMPLETION OF GRADING ACTIVITIES.
 - EROSION CONTROL ITEMS AND DEVICES SHALL BE REMOVED ONLY AFTER THE AREA HAS RECEIVED FINAL STABILIZATION OR AS DIRECTED BY THE CITY.

- GRADING NOTES:**
- THE CONTRACTOR SHALL VISIT THE SITE, REVIEW ALL CONSTRUCTION DOCUMENTS AND FIELD VERIFY THE EXISTING CONDITIONS PRIOR TO BIDDING. NO ADDITIONAL COMPENSATION WILL BE GIVEN FOR WORK THAT COULD HAVE BEEN IDENTIFIED BY A SITE VISIT OR CONSTRUCTION DOCUMENT REVIEW.
 - THE BACKGROUND INFORMATION WAS PREPARED BY SUNDE LAND SURVEYING. (952) 881-2455.
 - IT IS THE CONTRACTOR'S RESPONSIBILITY TO ASCERTAIN THE LOCATION OF ALL EXISTING UTILITIES. THE CONTRACTOR SHALL VERIFY THE LOCATION, ELEVATION AND MARK ALL EXISTING UTILITIES 48 HOURS BEFORE CONSTRUCTION STARTS. THE ENGINEER, ARCHITECT OR OWNER DOES NOT GUARANTEE THAT ALL THE UTILITIES ARE MARKED, OR IF MARKED, ARE SHOWN CORRECTLY. CONTACT COPHER ONE AT 651-454-0002 FOR FIELD LOCATING EXISTING UTILITIES. CONTACT UTILITY OWNER IF DAMAGE OCCURS DUE TO CONSTRUCTION.
 - PROTECT ALL EXISTING STRUCTURES AND UTILITIES WHICH ARE NOT SCHEDULED FOR REMOVAL.
 - NOTIFY CITY BUILDING INSPECTOR BEFORE TRENCHING AND EXCAVATION WORK COMMENCES. THE CONTRACTOR SHALL OBTAIN ALL APPLICABLE PERMITS PRIOR TO START OF CONSTRUCTION.
 - ALL SPOT ELEVATIONS SHOWN AS 57.63, FOR EXAMPLE, ARE TO BE UNDERSTOOD TO MEAN 957.63.
 - ALL SPOT ELEVATIONS ALONG THE CURB-LINE INDICATE THE ELEVATION OF THE GUTTER, UNLESS NOTED OTHERWISE.
 - NO LANDSCAPED SLOPES ARE TO EXCEED 3:1 (3 FEET HORIZONTAL TO 1 FOOT VERTICAL) UNLESS NOTED OTHERWISE.
 - ACCESSIBLE PARKING AREAS SHALL NOT HAVE SLOPES IN ANY DIRECTION THAT EXCEED 2%.
 - PROVIDE POSITIVE DRAINAGE FROM BUILDINGS AT ALL TIMES.
 - UPON COMPLETION OF THE GRADING AND UTILITY WORK, THE CONTRACTOR SHALL CERTIFY THAT ALL GRADING AND UTILITY WORK WAS PERFORMED IN ACCORDANCE WITH THE APPROVED GRADING AND UTILITY PERMITS.
 - PRIOR TO ISSUANCE OF BUILDING PERMITS, ALL NECESSARY EROSION CONTROL DEVICES MUST BE IN PLACE AND FUNCTIONING. THE CITY (AND WATERSHED) WILL INSPECT THE SITE TO DETERMINE ITS SUITABILITY FOR BUILDING ACTIVITIES. IF THE PUBLIC UTILITIES HAVE NOT BEEN INSTALLED AT THIS POINT, IT MAY BE NECESSARY TO WITHDRAW BUILDING PERMITS FOR VARIOUS LOTS TO ALLOW THE CONTRACTOR ADEQUATE SPACE TO PERFORM THIS WORK.
 - ALL DEBRIS CREATED IN THE PROCESS OF CLEARING AND GRADING THE SITE SHALL BE REMOVED FROM THE SITE. THIS INCLUDES TREES AND SHRUBS. UNDER NO CIRCUMSTANCES SHALL THIS TYPE OF MATERIAL BE BURIED OR BURNED ON THE SITE.
 - THE INTENT IS TO STRIP AND SALVAGE TOPSOIL FOR POTENTIAL RE-SPREADING ON THE SITE, IF APPROVED BY THE LANDSCAPE ARCHITECT AND/OR SPECIFICATIONS, SIX INCHES OF TOPSOIL - AFTER COMPACTION - SHALL BE RE-SPREAD PRIOR TO SEEDING AND MULCHING. EXCESS TOPSOIL MAY BE REMOVED FROM THE SITE PROVIDING THERE IS ADEQUATE TOPSOIL REMAINING TO PROPERLY FINISH THE SITE AS NOTED ABOVE. THE TOPSOIL STRIPPING, STOCKPILING AND RE-SPREADING SHALL BE DONE IN ACCORDANCE TO, AND NOTED ON, THE APPROVED GRADING PLAN AND SPECIFICATIONS. THE CONTRACTOR SHALL REFER TO THE LANDSCAPE DRAWINGS AND SPECIFICATIONS FOR ANY SPECIAL TOPSOIL OR PLANTING REQUIREMENTS.
 - ALL GRADING OPERATIONS SHALL BE CONDUCTED IN A MANNER TO MINIMIZE THE POTENTIAL FOR SITE EROSION. EROSION CONTROL MEASURES SHALL BE INSTALLED TO PREVENT SEDIMENT FROM RUNNING OFF ONTO ADJACENT PROPERTIES. ANY DAMAGE TO ADJACENT PROPERTIES MUST BE CORRECTED AND RESTORED AS SOON AS PERMISSION IS GRANTED FROM THE ADJACENT PROPERTY OWNER(S).
 - IF CONSTRUCTION OF THE SITE WORK PROCEEDS THROUGH THE WINTER MONTHS, ANY DISTURBED AREAS OUTSIDE THE BUILDING FOOTPRINTS ARE TO BE MINIMALLY STABILIZED PRIOR TO MARCH 1, AS FOLLOWS: AREAS PLANNED TO RECEIVE PAVEMENTS ARE TO HAVE CLASS 5 BASE INSTALLED; ALL OTHER DISTURBED AREAS ARE TO BE SEEDED, STRAW MULCH PLACED, AND DISC-ANCHORED.
 - WINTER MULCHING:
 - SNOW MULCHING SHALL BE DEFINED AS MULCH MATERIAL SPREAD OVER THE TOP OF SNOW SO THAT THE MULCH MELTS THROUGH THE SNOW AND STICKS TO THE EXPOSED SOILS.
 - FROZEN GROUND MULCHING SHALL BE DEFINED AS MULCH MATERIAL SPREAD OVER FROZEN GROUND. MULCH MATERIALS THAT DO NOT REQUIRE DISC-ANCHORING INTO THE SOIL MAY BE PLACED WITHOUT MODIFICATION. MULCH MATERIALS THAT REQUIRE DISC-ANCHORING MAYBE ANCHORED WITH HYDRAULIC SOIL STABILIZERS OR MAY BE FROZEN TO THE SOIL BY APPLYING WATER, AT A RATE OF 2000 GALLONS PER ACRE, OVER THE MULCH AS A SUBSTITUTION FOR DISC-ANCHORING.
 - RETAINING WALLS AND APPROPRIATE SAFETY FENCING ALONG THE TOP OF WALLS ARE TO BE DESIGNED AND CERTIFIED BY A REGISTERED PROFESSIONAL ENGINEER. SUBMIT RETAINING WALL SHOP DRAWINGS TO PROJECT TEAM PRIOR TO CONSTRUCTION.
 - THE CONTRACTOR SHALL LIMIT THE DISTURBED AREA AS MUCH AS POSSIBLE.

1 GRADING, DRAINAGE, AND EROSION CONTROL PLAN
C100 1"=20'

RETAINING WALL NOTES:

- ALL TOP AND BOTTOM ELEVATIONS CORRESPOND TO THE RESPECTIVE GRADE ELEVATIONS ON EACH SIDE OF THE WALL.
- THE BOTTOM ELEVATION IS THE ELEVATION OF THE LOW-GRADE SIDE OF THE WALL, NOT THE TOP ELEVATION OF THE BURIED BLOCK COURSE.
- ALL RETAINING WALLS SHALL HAVE PROTECTIVE 4" HIGH CHAIN LINK FENCING (UNLESS SPECIFIED BY OTHERS) AT THE TOP WHERE THE VERTICAL HEIGHT EXCEEDS 30 INCHES. REFER TO ARCHITECTURAL PLANS AND SPECIFICATIONS.
- MODULAR BLOCK RETAINING WALL SHALL BE DESIGNED AND CERTIFIED BY A LICENSED PROFESSIONAL ENGINEER. DESIGN CALCULATIONS AND SHOP DRAWINGS SHALL BE SUBMITTED TO THE OWNER AND ARCHITECT PRIOR TO CONSTRUCTION OF WALL.

WALKWAY NOTES:

- WALKWAY CONTRACTOR IS TO COORDINATE WITH PAVING CONTRACTOR SO THAT ALL STEPS AND LANDINGS ARE SLOPED PER CODE.
- ALL SIDEWALK LONGITUDINAL AND TRANSVERSE SLOPES ARE TO BE PER CODE.

SRA
SPERIDES REINERS ARCHITECTS, INC.

6449 CITY WEST PARKWAY #300
EDPARKVILLE, MINNESOTA 55344
PHONE: (952) 996-0660
WWW.SRA-MN.COM

BKBM
BRIAN K. BERNARD
REGISTERED PROFESSIONAL ENGINEER
MINNESOTA LICENSE # 0000000000
PHONE: (763) 845-0420
FAX: (763) 845-0421
WWW.BKBM.COM

North Note
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER IN THE STATE OF MINNESOTA.
NAME: KEITH A. WHITE
DATE: FEBRUARY 2025
REG. NO.: 46924

DATE	DESCRIPTION
1/17/2025	FOR SUBMITTAL
2/26/2025	FOR RELEASE

Heartland Twin Cities
Gun Club and Range
4350 CENTERVILLE ROAD
WHITE BEAR LAKE, MN 55127

GRADING, DRAINAGE AND EROSION CONTROL PLAN
PROJECT NO: 19999
DRAWN BY: SJR
CHECKED BY: KAM
C100

OCCUPANCY ROOM SCHEDULE						
Name	Number	Occupancy Type	Occupant	Occupancy Load Factor	AREA	OCCUPANT LOAD
VESTIBULE	100	-	NO OCCUPANCY	0 SF	197 SF	0
RETAIL	101	M	MERCANTILE	30 SF	2,223 SF	38
CIRCULATION AND VIEWING	102	-	NO OCCUPANCY	0 SF	788 SF	0
AIRLOCK	103	-	NO OCCUPANCY	0 SF	57 SF	0
PUBLIC RANGE	104	A-3	ASSEMBLY A-3	15 SF	278 SF	19
PUBLIC RANGE	104A	-	NO OCCUPANCY	0 SF	2,084 SF	0
PUBLIC RANGE	105	A-3	ASSEMBLY A-3	15 SF	130	9
PUBLIC RANGE	105A	-	NO OCCUPANCY	0 SF	1,013 SF	0
STORAGE	108	S-1	STORAGE	300 SF	198 SF	1
AIRLOCK	109	-	NO OCCUPANCY	0 SF	119 SF	0
PRIVATE RANGE	110	A-3	ASSEMBLY A-3	15 SF	130 SF	9
PRIVATE RANGE	110A	-	NO OCCUPANCY	0 SF	1,013 SF	0
CIRCULATION	115	-	NO OCCUPANCY	0 SF	506 SF	0
JANITOR	116	-	NO OCCUPANCY	0 SF	212 SF	1
OFFICE	121	B	BUSINESS	150 SF	137 SF	1
BREAKROOM	122	A-3	ASSEMBLY A-3	15 SF	119 SF	8
OFFICE	123	B	BUSINESS	150 SF	134 SF	1
RR	124	-	NO OCCUPANCY	0 SF	50 SF	0
RR	125	-	NO OCCUPANCY	0 SF	50 SF	0
STORAGE/ ELECTRICAL	126	S-1	STORAGE	300 SF	404 SF	2
JANITOR	127	-	NO OCCUPANCY	0 SF	35 SF	0
STORAGE	130	A-3	ASSEMBLY A-3	15 SF	1,570 SF	105
RR	131	-	NO OCCUPANCY	0 SF	47 SF	0
RR	132	-	NO OCCUPANCY	0 SF	47 SF	0
WATER / SPRINKLER	133	S-1	STORAGE	300 SF	137 SF	1
VESTIBULE	135	-	NO OCCUPANCY	0 SF	75 SF	0
CORRIDOR	140	-	NO OCCUPANCY	0 SF	605	0
MEMBER LOUNGE	141	A-3	ASSEMBLY A-3	15 SF	288 SF	20
TRAINING ROOM	142	A-3	ASSEMBLY A-3	15 SF	241 SF	17
TRAINING ROOM	143	A-3	ASSEMBLY A-3	15 SF	405 SF	28
CIRCULATION	144	-	NO OCCUPANCY	0 SF	51 SF	0
WOMENS RESTROOM	145	-	NO OCCUPANCY	0 SF	205 SF	0
MENS RESTROOM	146	-	NO OCCUPANCY	0 SF	194 SF	0
VESTIBULE	147	-	NO OCCUPANCY	0 SF	54 SF	0
FUTURE	150	A-3	ASSEMBLY A-3	15 SF	1613	108

ENERGY CODE		
APPLICABLE CODES	MINNESOTA STATE ENERGY CODE	
CLIMATE ZONE	RAMSEY 6A	
GENERAL	INTERNATIONAL ENERGY CODE (IECC) 2020 ADDITION	
BUILDING ENVELOPE	REQUIRED	PROVIDED
ROOF	R-30 CI R-49	R-30 CI R-49
WALLS, ABOVE GRADE	R-13.3 CI R-13.3-197.5 CI	R-13.3 CI R-13.3-17.5 CI
WALLS, BELOW GRADE	R-7.5 CI	R-13.3 CI R-7.5 CI
SLAB ON GRADE FLOOR	R-10 FOR 24"	R-10 FOR 24"
OPAQUE DOORS	U-0.37 R-4.75	U-0.37 R-4.75
FENESTRATION	U-0.36 U-0.43 U-0.77 S-40	U-0.34 U-0.43 U-0.77 S-25
FENESTRATION MAXIMUM AREA (C402.1.1 MAXIMUM AREA)	THE VERTICAL FENESTRATION AREA SHALL NOT EXCEED 30 PERCENT OF THE GROSS ABOVE-GRADE WALL AREA.	
TOTAL ELEVATION SQUARE FOOTAGE	13,304 SQ FT	
TOTAL FENESTRATION SQUARE FOOTAGE	1,219 SQ FT	
TOTAL PERCENTAGE OF FENESTRATION	10%	

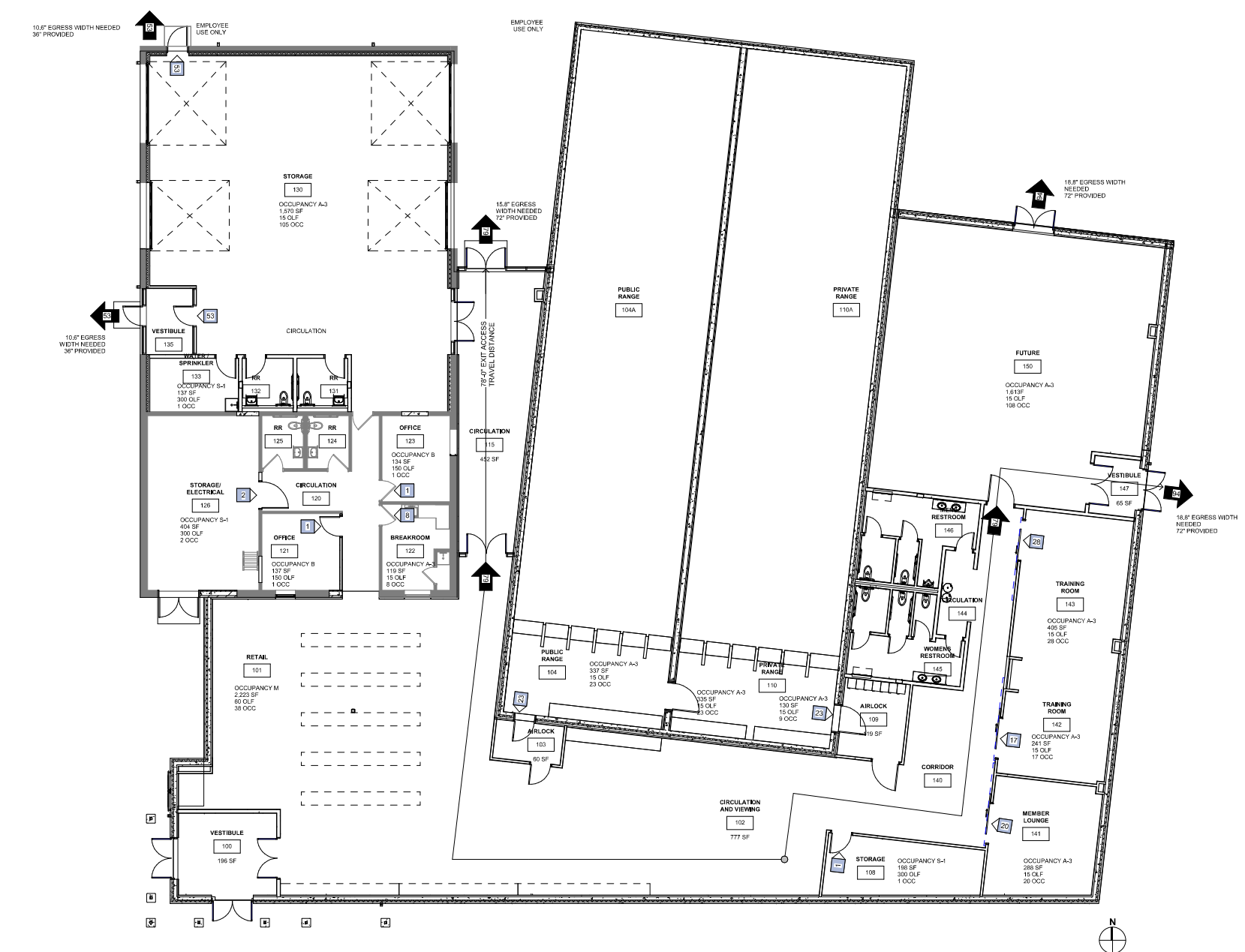
CODE SUMMARY		
APPLICABLE CODES	MINNESOTA STATE BUILDING CODE 2020, INCLUDING:	
CLIMATE ZONE	RAMSEY 6A	
GENERAL	MINNESOTA STATE EXISTING BUILDING CODE 2020	
BUILDING ENVELOPE	MINNESOTA STATE ENERGY CODE 2020	
BUILDING ELEMENT	REQUIRED	PROVIDED
ROOF	R-30 CI R-49	R-30 CI R-49
WALLS, ABOVE GRADE	R-13.3 CI R-13.3-197.5 CI	R-13.3 CI R-13.3-17.5 CI
WALLS, BELOW GRADE	R-7.5 CI	R-13.3 CI R-7.5 CI
SLAB ON GRADE FLOOR	R-10 FOR 24"	R-10 FOR 24"
OPAQUE DOORS	U-0.37 R-4.75	U-0.37 R-4.75
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TOTAL ELEVATION SQUARE FOOTAGE	13,304 SQ FT	
TOTAL FENESTRATION SQUARE FOOTAGE	1,219 SQ FT	
TOTAL PERCENTAGE OF FENESTRATION	10%	

CHAPTER 6: TYPES OF CONSTRUCTION											
ASSUME BUILDING TYPE IIB.											
PER TABLE 601.1 STRUCTURAL FRAME 0 HOUR, BEARING WALLS EXTERIOR AND INTERIOR 0 HOUR, NONBEARING WALLS AND PARTITIONS INTERIOR 0 HOUR, FLOOR CONSTRUCTION AND ASSOCIATED SECONDARY MEMBERS 0 HOUR, ROOF CONSTRUCTION AND ASSOCIATED SECONDARY MEMBERS 0 HOUR											
TABLE 601.1 FIRE-RESISTANCE RATING REQUIREMENTS FOR BUILDING ELEMENTS (HOURS)											
BUILDING ELEMENTS	TYPE I		TYPE II		TYPE III		TYPE IV		TYPE V		
	A	B	A	B	A	B	A	B	A	B	
STRUCTURAL FRAME INCL. COLUMNS, GIRDERS, TRUSSES	3	2	1	0	1	0	HT	1	0		
BEARING WALLS	3	2	1	0	2	2	2	1HT	1	0	
EXTERIOR WALLS	3	2	1	0	1	0	1	0	1	0	
INTERIOR WALLS											
NON-BEARING WALLS	SEE TABLE 602										
EXTERIOR WALLS	SEE TABLE 602										
INTERIOR WALLS	SEE TABLE 602										
FLOOR CONSTRUCTION INCLUDES BEAMS & JOISTS	2	2	1	0	1	0	HT	1	0		
ROOF CONSTRUCTION INCLUDES BEAMS & JOISTS	1	1	1	0	1	0	HT	1	0		

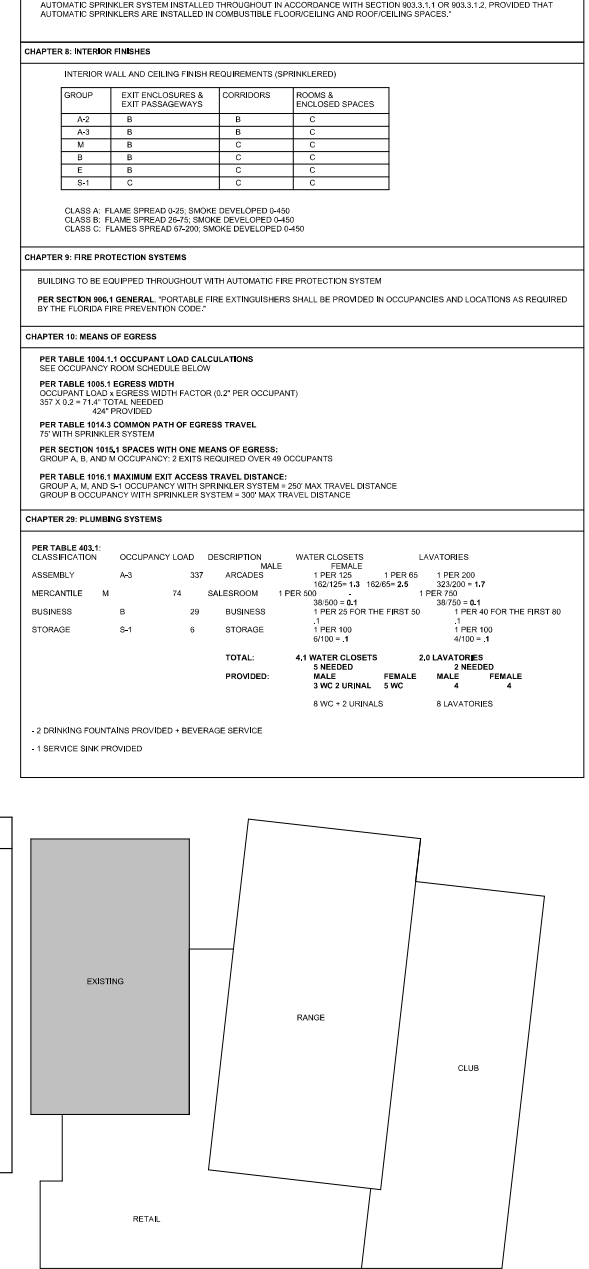
SRA
SPERIDES REINERS ARCHITECTS, INC.

642 CITY WEST PARKWAY
EDEN PRAIRIE, MINNESOTA
55344
PH: 952-996-9662
WWW.SRA-MN.COM

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CHAPTER 7: FIRE RESISTANCE RATED CONSTRUCTION		
SECTION 708 - FIRE PARTITIONS		
PER SECTION 708.1 GENERAL 7: WALLS SEPARATING INDIVIDUAL TENANT SPACES SHALL COMPLY WITH THIS SECTION		
PER SECTION 708.3 FIRE RESISTANCE RATING: FIRE PARTITIONS SHALL HAVE A FIRE-RESISTANCE RATING OF NOT LESS THAN 1 HOUR.		
PER SECTION 708.4 CONTINUITY		
EXCEPTION: FIRELOCKING OR DRAFTSTOPPING IS NOT REQUIRED AT THE PARTITION LINE IN BUILDINGS EQUIPPED WITH AN AUTOMATIC SPRINKLER SYSTEM INSTALLED THROUGHOUT IN ACCORDANCE WITH SECTION 903.3.1.1 OR 903.3.1.2, PROVIDED THAT AUTOMATIC SPRINKLERS ARE INSTALLED IN COMBUSTIBLE FLOORING AND ROOFCEILING SPACES.		
CHAPTER 8: INTERIOR FINISHES		
INTERIOR WALL AND CEILING FINISH REQUIREMENTS (SPRINKLERED)		
GROUP	EXIT ENCLOSURES & EXIT PASSAGEWAYS	ROOMS & ENCLOSED SPACES
A-2	B	C
A-3	B	C
M	B	C
B	B	C
E	B	C
S-1	C	C
CLASS A: FLAME SPREAD 0-25, SMOKE DEVELOPED 0-450 CLASS B: FLAME SPREAD 26-75, SMOKE DEVELOPED 450-900 CLASS C: FLAME SPREAD 91-200, SMOKE DEVELOPED 900-1450		
CHAPTER 9: FIRE PROTECTION SYSTEMS		
BUILDING TO BE EQUIPPED THROUGHOUT WITH AUTOMATIC FIRE PROTECTION SYSTEM		
PER SECTION 906.1 GENERAL: PORTABLE FIRE EXTINGUISHERS SHALL BE PROVIDED IN OCCUPANCIES AND LOCATIONS AS REQUIRED BY THE FLORIDA FIRE PREVENTION CODE.		
CHAPTER 10: MEANS OF EGRESS		
PER TABLE 1004.1.1 OCCUPANT LOAD CALCULATIONS: SEE OCCUPANCY ROOM SCHEDULE BELOW		
PER TABLE 1005.1 EGRESS WIDTH: OCCUPANT LOAD x EGRESS WIDTH FACTOR (0.2" PER OCCUPANT) 357 X 0.2 = 71.4" TOTAL NEEDED 42" PROVIDED		
PER TABLE 1014.3 COMMON PATH OF EGRESS TRAVEL: 72" WITH SPRINKLER SYSTEM		
PER SECTION 1015.1 SPACES WITH ONE MEANS OF EGRESS: GROUP A, B, AND M OCCUPANCY: 2 EXITS REQUIRED OVER 49 OCCUPANTS		
PER TABLE 1016.1 MAXIMUM EXIT ACCESS TRAVEL DISTANCE: GROUP A, M, AND S-1 OCCUPANCY WITH SPRINKLER SYSTEM = 200' MAX TRAVEL DISTANCE GROUP B OCCUPANCY WITH SPRINKLER SYSTEM = 300' MAX TRAVEL DISTANCE		
CHAPTER 20: PLUMBING SYSTEMS		
PER TABLE 401.1: CLASSIFICATION	OCCUPANCY LOAD	DESCRIPTION
ASSEMBLY	A-3	337
MERCANTILE	M	74
BUSINESS	B	29
STORAGE	S-1	6
TOTAL: 41 WATER CLOSETS 9 REQUIRED 3 WC + 2 URINALS 2 LAVATORIES 2 NEEDED 4 MALE 4 FEMALE		
- 2 DRINKING FOUNTAINS PROVIDED - BEVERAGE SERVICE		
- 1 SERVICE SINK PROVIDED		



ISSUE RECORD

ISSUE #	DATE	DESCRIPTION
1	5/10/2019	ISSUE SET
2	5/29/2023	CONSTRUCTION DOCUMENTS

REGISTRATION NO. DATE: 232921

Heartland Twin Cities Gun Club and Range
4350 CENTERVILLE ROAD
WHITE BEAR LAKE, MN 55127

LIFE SAFETY PLANS

PROJECT: 19-1024.2
DRAWN: JW
CHECKED: NS
BY: A010

2/3/2023 3:50:28 PM



PARKING COUNT DIAGRAM
1" = 30'-0"

PARKING REQUIREMENTS

PER 1302.050 OFF-STREET PARKING REQUIREMENTS OF THE WHITE BEAR LAKE ZONING CODE
SUBD. 8. NUMBER OF SPACES REQUIRED

REQUIRED PARKING

- RETAIL: 1 SPACE FOR 200 SF
- OFFICE: 1 SPACE FOR EVERY 200 SF
- STORAGE: 1 SPACE FOR 1000 SF
- RANGE: 10 SPACES + 1 FOR EACH 100 SF

TOTAL: 84 PARKING SPACES NEEDED

PROVIDED PARKING

- REGULAR: 62
- ACCESSIBLE: 3

TOTAL: 65

ZONING INFORMATION

ZONING B-W BUSINESSWAREHOUSE DISTRICT

LOT REQUIREMENTS AND SETBACKS

LOT AREA - 15,000 SQUARE FEET
PROVIDED: 96,484 SQUARE FEET OR 2.215 ACRES

LOT WIDTH - 100 FEET
PROVIDED: 347'

SETBACKS

FRONT YARD: NOT LESS THAN THIRTY (30) FEET
SIDE YARD: NOT LESS THAN (25) FEET ON ANY ONE SIDE, NOR LESS THAN THIRTY (30) FEET ON A SIDE YARD ABUTTING A PUBLIC RIGHT-OF-WAY
REAR YARD: NOT LESS THAN THIRTY (30) FEET

HEIGHT: NO STRUCTURE SHALL BE TALLER THAN THREE (3) STORES, NOT TO EXCEED THIRTY-SIX (36) FEET, PROVIDED 31'-0"

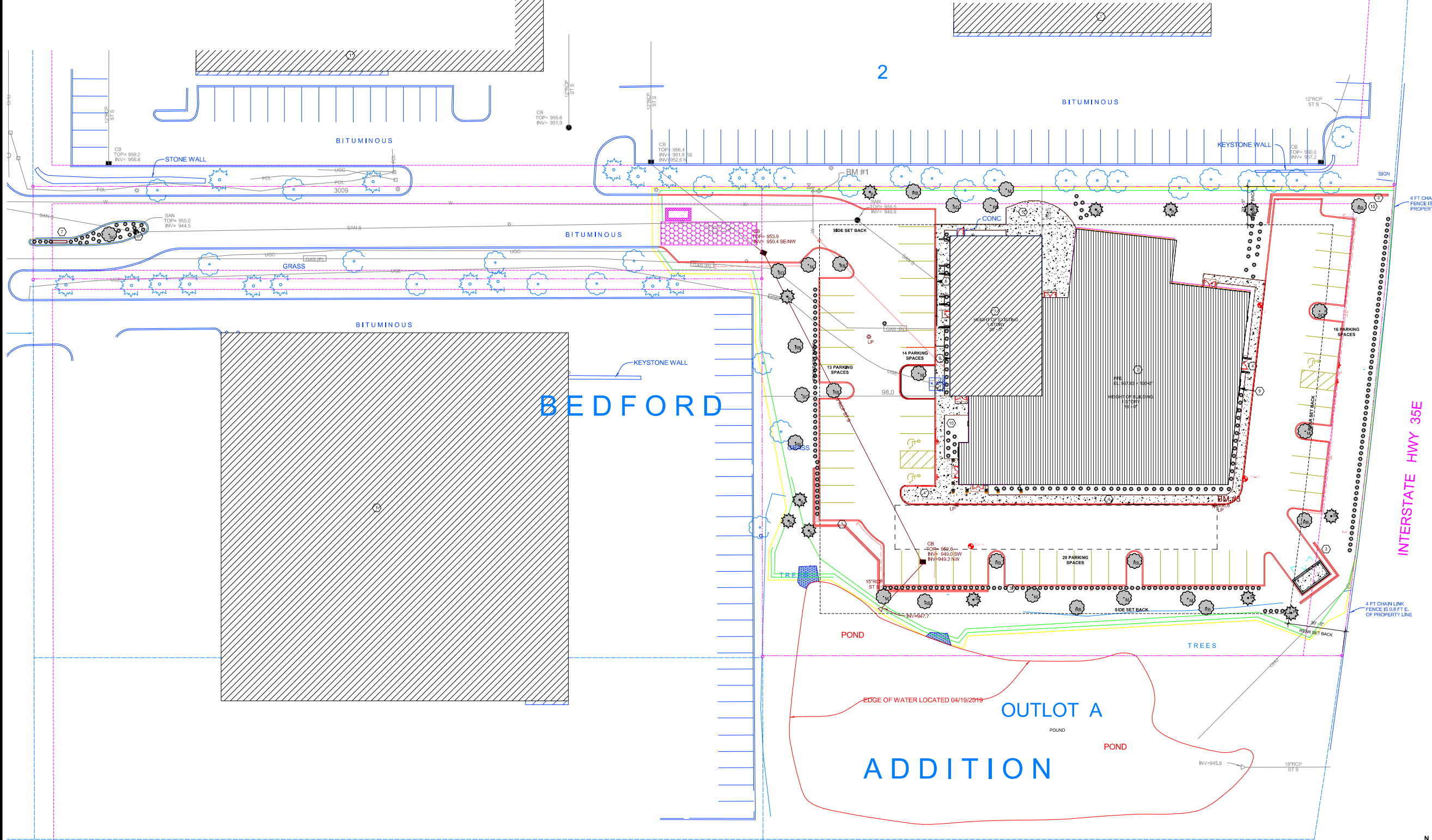
- GENERAL NOTES**
- ALL TREES AND SHRUBS TO BE FOR CLIMATE ZONE 4B.
 - ALL DECIDUOUS TREES TO BE A MINIMUM OF 3" CALIPER INCH.
 - ALL CONIFEROUS TREES TO BE A MINIMUM OF 6" 1/2" TALL.
 - SEE CIVIL DRAWINGS FOR UTILITIES, PAVING, CURBS, AND DETAILS.
 - ALL DECIDUOUS AND CONIFEROUS TREES SHALL BE BALL AND BURLAP AND STAKED AND LUTED PER NATIONAL NURSERY STANDARDS. ALL SHRUBS AND ORNAMENTAL TREES SHALL BE POTTED.
 - ALL AREAS OF ANY SITE NOT OCCUPIED BY BUILDING, PARKING, OR STORAGE, SHALL BE SOOLED.
 - ALL CURB RAMPS TO BE BUILT AS PER FEDERAL AND LOCAL ACCESSIBILITY STANDARDS.
 - ALL WORK SHALL BE IN ACCORDANCE WITH OSHA CODES AND STANDARDS. NOTHING INDICATED ON THESE DRAWINGS SHALL RELIEVE THE CONTRACTOR FROM COMPLYING WITH ANY APPROPRIATE SAFETY REGULATIONS.
 - VERIFY COORDINATES PRIOR TO CONSTRUCTION.
 - CONTRACTOR TO SUPPLY AND INSTALL ALL NECESSARY SLEEVES UNDER PAVING AND WALKS.
 - PROPOSED SIGNAGE TO MEET CITY CODES FOR GROUND SIGNS.

- SITE PLAN KEY NOTES**
- EXISTING BUILDING
 - PROPOSED BUILDING
 - RETAINING WALL SEE CIVIL DRAWINGS
 - CONCRETE SIDEWALK
 - PAVED COURTYARD
 - RAILING
 - MONUMENT SIGN, SEE SHEET A310
 - REMOVE EXISTING MONUMENT SIGN
 - WALL SIGN, SEE ELEVATIONS
 - BICYCLE RACK
 - WATER SPOUT
 - DECORATIVE MULCH
 - ACCESSIBLE PARKING SIGN
 - NO PARKING ACCESS ARBLE SIGN
 - PYLON SIGN

LEGEND

SYMBOLS	COMMON NAME	BOTANICAL NAME	QUANTITIES	SIZE	ROOT SPECIFICATIONS	NOTES
(Symbol)	SWAMP WHITE OAK	QUERCUS BICOLOR	5	2 1/2" CALIPER INCH	B AND B	STRAIGHT TRUNK, NO V-CROTCH
(Symbol)	NORTHWOOD RED MAPLE	ACER RUBRUM	8	3 1/2" CALIPER INCH	B AND B	STRAIGHT TRUNK, NO V-CROTCH
(Symbol)	RIVER BIRCH	BETULA NIGRA	13	2 1/2" CALIPER INCH	B AND B	STRAIGHT TRUNK, NO V-CROTCH
(Symbol)	AUSTRIAN PINE	PRINUS NIGRA	5	8" HEIGHT	B AND B	FULL FORM
(Symbol)	BLACKHILLS SPRUCE	PICEA GLAUCOA DENATA	6	6" HEIGHT	B AND B	FULL FORM
(Symbol)	DWARF KOREAN LILAC	SYRINGA MEYERI PAUBIF	25	34" HEIGHT CONT.		MN 5 CANES AT HT. SPEC.
(Symbol)	MINT JULIP JUNIPER	JUNIPERUS CHINENSIS SEA GREEN	135	24 DIA. CONT.		MN 5 CANES AT DIA. SPEC.
(Symbol)	NEON FLASH SPIREA	SPIREA JAPONICA 'NEON FLASH'	124	18" HT CONT.		MN 5 CANES AT HT. SPEC.

TOTAL CALIPER INCH REPLACEMENT FOR DECIDUOUS: 50'
TOTAL REPLACEMENT OF CONIFEROUS TREES: 11 AT 6'-0" TALL OR 27.5' 77.5' TOTAL



1 SITE PLAN
A040 SCALE: 1" = 20'-0"

SRA
SPERIDES REINERS ARCHITECTS, INC.

8442 CITY WEST PARKWAY
EDEN PRAIRIE, MINNESOTA
55444
PH: 952-996-9662
WWW.SRA-MN.COM

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ARCHITECTS, INC.

ISSUE RECORD

ISSUE #	DATE	DESCRIPTION
1	11/17/2021	C.L.P. APPLICATION
2	2/2/2023	CONSTRUCTION DOCUMENTS

REGISTRATION NO. DATE: 232921

**Heartland Twin Cities
Gun Club and Range**

4350 CENTERVILLE ROAD
WHITE BEAR LAKE, MN 55127

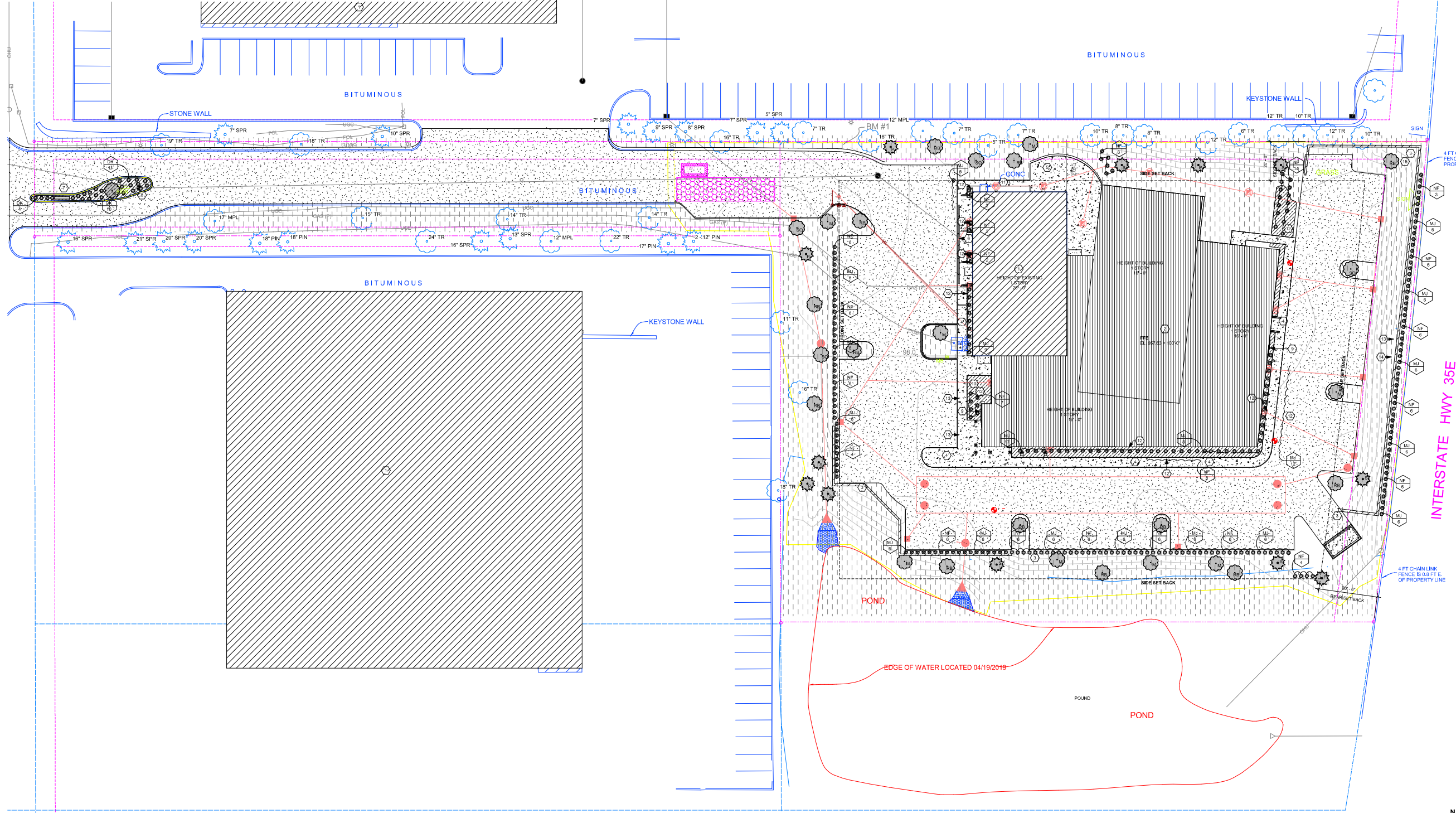
ARCHITECTURAL
SITE PLAN

PROJECT: 19-024.2
DRAWN: JW
CHECKED: NS
BY: **A040**

2/3/2023 3:50:37 PM

TREE PRESERVATION							
SEE CIVIL DRAWINGS FOR TREES TO BE REMOVED							
TOTAL TREES ON SITE			TREES TO BE REMOVED				
NUMBER	SIZE	SPECIES	CONDITION	NUMBER	SIZE	SPECIES	CONDITION
1.	19"	DECIDUOUS TREE	UNKNOWN	41.	22"	DECIDUOUS TREE	UNKNOWN
2.	7"	DECIDUOUS TREE	UNKNOWN	42.	14"	DECIDUOUS TREE	UNKNOWN
3.	19"	DECIDUOUS TREE	UNKNOWN	43.	17"	PINE	UNKNOWN
4.	10"	DECIDUOUS TREE	UNKNOWN	44.	12"	PINE	UNKNOWN
5.	7"	DECIDUOUS TREE	UNKNOWN	45.	14"	DECIDUOUS TREE	UNKNOWN
6.	8"	DECIDUOUS TREE	UNKNOWN	46.	11"	DECIDUOUS TREE	UNKNOWN
7.	8"	DECIDUOUS TREE	UNKNOWN	47.	12"	DECIDUOUS TREE	UNKNOWN
8.	19"	DECIDUOUS TREE	UNKNOWN	48.	16"	DECIDUOUS TREE	UNKNOWN
9.	7"	DECIDUOUS TREE	UNKNOWN	49.	18"	DECIDUOUS TREE	UNKNOWN
10.	7"	DECIDUOUS TREE	UNKNOWN	50.	16"	DECIDUOUS TREE	UNKNOWN
11.	7"	DECIDUOUS TREE	UNKNOWN	51.	16"	DECIDUOUS TREE	UNKNOWN
12.	16"	DECIDUOUS TREE	UNKNOWN	52.	12"	DECIDUOUS TREE	UNKNOWN
13.	12"	MAPLE	UNKNOWN	53.	12"	DECIDUOUS TREE	UNKNOWN
14.	7"	DECIDUOUS TREE	UNKNOWN	54.	12"	DECIDUOUS TREE	UNKNOWN
15.	5"	DECIDUOUS TREE	UNKNOWN	55.	12"	DECIDUOUS TREE	UNKNOWN
16.	7"	DECIDUOUS TREE	UNKNOWN	56.	14"	DECIDUOUS TREE	UNKNOWN
17.	10"	DECIDUOUS TREE	UNKNOWN	57.	14"	DECIDUOUS TREE	UNKNOWN
18.	8"	DECIDUOUS TREE	UNKNOWN	58.	18"	DECIDUOUS TREE	UNKNOWN
19.	8"	DECIDUOUS TREE	UNKNOWN	59.	18"	DECIDUOUS TREE	UNKNOWN
20.	20"	DECIDUOUS TREE	UNKNOWN	60.	12"	DECIDUOUS TREE	UNKNOWN
21.	12"	DECIDUOUS TREE	UNKNOWN	61.	16"	DECIDUOUS TREE	UNKNOWN
22.	8"	DECIDUOUS TREE	UNKNOWN	62.	16"	DECIDUOUS TREE	UNKNOWN
23.	12"	DECIDUOUS TREE	UNKNOWN	63.	16"	DECIDUOUS TREE	UNKNOWN
24.	10"	DECIDUOUS TREE	UNKNOWN	64.	16"	DECIDUOUS TREE	UNKNOWN
25.	12"	DECIDUOUS TREE	UNKNOWN	65.	12"	DECIDUOUS TREE	UNKNOWN
26.	10"	DECIDUOUS TREE	UNKNOWN	66.	12"	DECIDUOUS TREE	UNKNOWN
27.	10"	DECIDUOUS TREE	UNKNOWN	67.	12"	DECIDUOUS TREE	UNKNOWN
28.	16"	DECIDUOUS TREE	UNKNOWN	68.	12"	DECIDUOUS TREE	UNKNOWN
29.	21"	DECIDUOUS TREE	UNKNOWN	69.	10"	DECIDUOUS TREE	UNKNOWN
30.	20"	DECIDUOUS TREE	UNKNOWN	70.	12"	DECIDUOUS TREE	UNKNOWN
31.	22"	DECIDUOUS TREE	UNKNOWN	71.	16"	DECIDUOUS TREE	UNKNOWN
32.	17"	MAPLE	UNKNOWN	72.	16"	DECIDUOUS TREE	UNKNOWN
33.	19"	PINE	UNKNOWN				
34.	15"	DECIDUOUS TREE	UNKNOWN				
35.	24"	DECIDUOUS TREE	UNKNOWN				
36.	19"	DECIDUOUS TREE	UNKNOWN				
37.	13"	DECIDUOUS TREE	UNKNOWN				
38.	14"	DECIDUOUS TREE	UNKNOWN				
39.	13"	DECIDUOUS TREE	UNKNOWN				
40.	12"	MAPLE	UNKNOWN				

GENERAL NOTES	SITE PLAN KEY NOTES	LEGEND	SCHEDULE
1. ALL TREES AND SHRUBS TO BE FOR CLIMATE ZONE 4B.	(1) EXISTING BUILDING	(Hatched) EXISTING BUILDING	(Symbol) SWAMP WHITE OAK
2. ALL DECIDUOUS TREES TO BE A MINIMUM OF 2" CALIPER INCH.	(2) PROPOSED BUILDING	(Dotted) PROPOSED CONSTRUCTION	(Symbol) QUERCUS BICOLO
3. ALL CONIFERUS TREES TO BE A MINIMUM OF 60" TALL.	(3) RETAINING WALL SEE CIVIL DRAWINGS	(Diagonal) EXISTING DECIDUOUS TREE	(Symbol) NORTHWOOD RED MAPLE
4. SEE CIVIL DRAWINGS FOR UTILITIES, PAVING, CURBS, AND DETAILS.	(4) CONCRETE SIDEWALK	(Starburst) EXISTING CONIFERUS TREE	(Symbol) RIVER BIRCH
5. ALL DECIDUOUS AND CONIFERUS TREES SHALL BE BALL AND BURLAP AND STAKED AND GATED PER NATIONAL NURSERY TRADE STANDARDS. ALL SHRUBS AND ORNAMENTAL TREES SHALL BE POTTED.	(5) PAVED COURTYARD	(Circle) STANDARD CONCRETE	(Symbol) ACER RUBRUM 'NORTHWOOD'
6. ALL AREAS OF ANY SITE NOT OCCUPIED BY BUILDING, PARKING, OR STORAGE, SHALL BE SOIDED.	(6) RAILING	(Stippled) BITUMINOUS ASPHALT, SEE CIVIL	(Symbol) BETULA NIGRA
7. ALL CURB RAMPS TO BE BUILT AS PER FEDERAL AND LOCAL ACCESSIBILITY STANDARDS.	(7) MONUMENT SIGN, SEE SHEET A310	(Cross-hatched) PLANT BED WITH HARDWOOD MULCH	(Symbol) PRUNUS NIGRA
8. ALL WORK SHALL BE IN ACCORDANCE WITH OSHA CODES AND STANDARDS, NOTHING INDICATED ON THESE DRAWINGS SHALL RELIEVE THE CONTRACTOR FROM COMPLYING WITH ANY APPROPRIATE SAFETY REGULATIONS.	(8) REMOVE EXISTING MONUMENT SIGN	(Dotted) NATURAL TURF	(Symbol) PICEA GLAUCO SPRUCE
9. VERIFY COORDINATES PRIOR TO CONSTRUCTION.	(9) WALL SIGN, SEE ELEVATIONS	(Diagonal) 4"-6" FRESHSTONE ROCK MULCH	(Symbol) SYRINGA MEYER 'PALIBY'
10. CONTRACTOR TO SUPPLY AND INSTALL ALL NECESSARY SLEEVES UNDER PAVING AND WALKS.	(10) BICYCLE RACK		(Symbol) JUNIPERUS CHINENSIS 'SEA GREEN'
11. PROPOSED SIGNAGE TO MEET CITY CODES FOR GROUND SIGNS	(11) WATER SPIGOT		(Symbol) SPIREA JAPONICA 'NEON FLASH'



SPR
SPERIDES REINERS ARCHITECTS, INC.
 6442 CITY WEST PARKWAY
 EDEN PRAIRIE, MINNESOTA
 55444
 PH: 952-996-9662
 WWW.SRA-MN.COM
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 SPERIDES REINERS
 ARCHITECTS, INC.

I HEREBY CERTIFY THAT THIS PLAN SPECIFICATION OR PRELIMINARY DIRECT SUPERVISION AND THAT I AM A MINNESOTA REGISTERED LANDSCAPE ARCHITECT.
 REGISTRATION NO. DATE: 239261 03/2021

ISSUE RECORD	DATE	DESCRIPTION
1	1/17/2023	C.L.P. APPLICATION
2	2/29/2023	CONSTRUCTION DOCUMENTS

Heartland Twin Cities Gun Club and Range
 4350 CENTERVILLE ROAD
 WHITE BEAR LAKE, MN 55127

LANDSCAPE PLAN
 PROJECT: 19-024.2
 DRAWN: JVN
 CHECKED: NS
 BY: **A041**
 2/3/2023 3:50:42 PM

FLOOR PLAN GEN. NOTES

- A. DRAWINGS SHOULD NOT BE SCALED - DIMENSIONS CONTROL. CONTACT ARCHITECT FOR CLARIFICATION.
- B. ALL PARTITIONS TO BE "TD5" UNLESS NOTED OTHERWISE.
- C. SEE SHEET A200 FOR BUILDING SYSTEM INFORMATION.
- D. SEE SHEET A200 FOR PARTITION TYP INFORMATION.
- E. DIMENSIONS ARE TO FACE OF MASONRY OR FACE OF GYP BO UNLESS NOTED OTHERWISE.
- F. THE TYPICAL DIMENSION FROM OUTSIDE EDGE OF DOOR FRAME TO THE FACE OF ADJACENT PERPENDICULAR WALL IS 3" UNLESS NOTED OTHERWISE.
- G. ALL WALLS TO DECK TO BE CONSTRUCTED TO ACCOMMODATE DEFLECTION OF ROOF STRUCTURE.
- H. PROVIDE MOISTURE RESISTANT GYP BO AT ALL WET WALL.
- I. PROVIDE CONTROL JOINTS IN GYP BO AS RECOMMENDED BY MANUFACTURER.
- J. COORDINATE UNDERGROUND AND UNDER SLAB UTILITIES. COORDINATE ALL SLEEVES THROUGH JUNCTION FOOTING AND FOUNDATION WITH STRUCTURAL ENGINEER.
- K. PROVIDE FIRE EXTINGUISHERS OF SIZE AND TYPE AND LOCATION AS REQUIRED BY THE FIRE MARSHAL.
- L. VERIFY / COORDINATE LOCATION OF KNOX BOX WITH LOCAL FIRE MARSHAL (IF REQUIRED).
- M. REFER TO STRUCTURAL ENGINEERING DRAWINGS FOR ADDITIONAL INFORMATION PERTAINING TO STRUCTURAL COMPONENT SIZES, LOCATIONS, CONFIGURATIONS, AND CAPACITIES.
- N. SUBCONTRACTOR TO VERIFY DIMENSIONS AND CONDITIONS SHOWN ON THESE DRAWINGS. ANY DIMENSIONS, DISCREPANCIES, OR CONFLICTS MUST BE REPORTED TO THE ARCHITECT IMMEDIATELY.
- O. AT PENETRATIONS OCCURRING IN A FIRE-RATED ENCLOSURE, THE SPACE AROUND PENETRATION SHALL BE FIRE STOPPED TO MEET REQUIRED RATING.
- P. SEE INTERIOR DESIGN DRAWING FOR FINISHES AND INTERIOR ELEVATIONS.

FLOOR PLAN KEYNOTES

- 1 ALIGN CONSTRUCTION
- 2 RETAIL DISPLAY CASE BY OTHERS
- 3 RETAIL COUNTER BY OTHERS
- 4 BAR HEIGHT COUNTER, SEE INTERIOR DESIGN DRAWINGS
- 5 ADA SHOOTING RANGE LANE
- 6 SHOOTING RANGE LANE
- 7 SEE SHOOTING RANGE EQUIPMENT DRAWINGS FOR RANGE EQUIPMENT
- 8 GAS FIRE PLACE B.O.D HEAT & B.O.D 8000 SERIES GAS FIREPLACE 30" X 48" CLEAR FACE FRONT, BLACK FRONT FINISH, STRATFORD INTERIOR OPTION, WALL SWITCH WITH TIMER
- 9 GLASS OVERHEAD DOOR, FIELD VERIFY EXISTING OPENING
- 10 WATER CLOSET
- 11 GRAB BAR PROVIDE BLOCKING
- 12 STAINLESS STEEL FLOOR-BRACED RESTROOM PARTITIONS
- 13 URINAL
- 14 SINK
- 15 24 X 36 MIRROR PROVIDE SHIMS AS NEEDED
- 16 RECESSED PAPER TOWEL DISPENSER / WASTE RECEPTACLE, B.O.D. B09RCK B-3044 CLASSIC SERIES
- 17 RECESSED STAINLESS STEEL BABY CHANGING STATION
- 18 DRINKING FOUNTAIN
- 19 MOP SINK
- 20 EXISTING ELECTRICAL PANELS
- 21 SHOOTING RANGE DIVIDER, BALLISTIC STEEL PLATE WRAPPED IN ACOUSTIC MATERIAL
- 22 LOCKER
- 23 BULLET TRAP
- 24 COLUMN, SEE STRUCTURAL
- 25 DOOR STOOP, SEE STRUCTURAL
- 26 INFILL PIT WITH CONCRETE, SEE STRUCTURAL, VERIFY
- 27 ROOF DRAIN PIPE CHASE, COORDINATE WITH PLUMBING
- 28 NOT USED
- 29 PREFINISHED METAL DOWNSPOUT AND CONCRETE SPLASH BLOCK
- 30 CANOPY ABOVE SHOWN DASHED
- 31 EXISTING STEEL SHIPS LADDER
- 32 WALL INFILL MATCH EXISTING WALL CONSTRUCTION
- 33 NOT USED
- 34 NOT USED
- 35 NOT USED
- 36 ROOF OVERFLOOR DRAIN DOWNSPOUT LOCATION
- 37 VESTIBULE HEATER, COORDINATE WITH MEP DESIGN BUILD
- 38 WINDOW FILM ON EXISTING WINDOW VERIFY WITH OWNER

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DIRECT SUPERVISION AND THAT I AM A
LICENSED ARCHITECT UNDER
MINNESOTA
STATUTES.

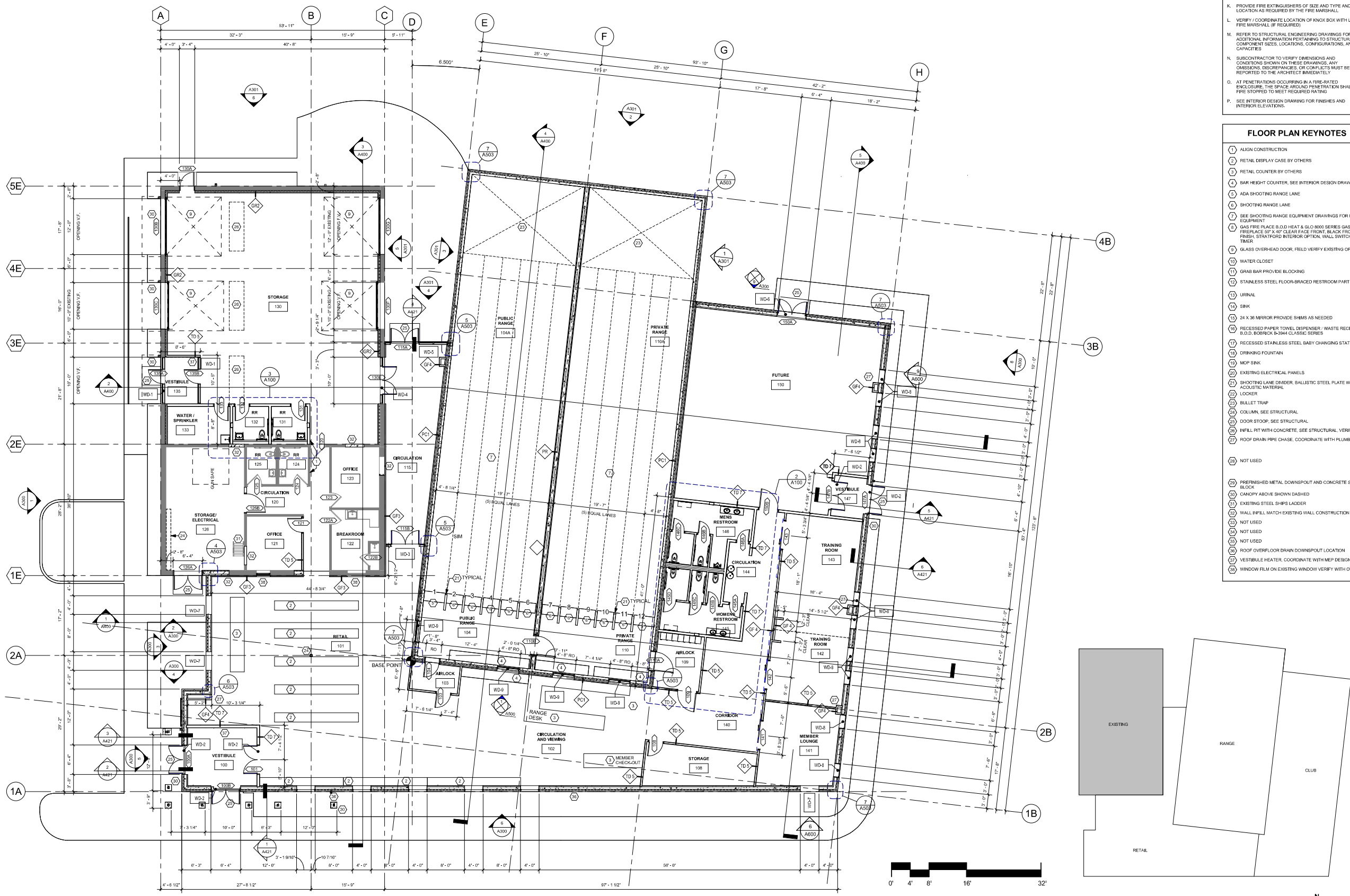
Michael Sperry
REGISTERED ARCHITECT
MINNESOTA
10881

ISSUE RECORD	DATE	DESCRIPTION
1	1/11/2021	C.I.P. APPLICATION
2	2/3/2023	CONSTRUCTION DOCUMENTS

**Heartland Twin Cities
Gun Club and Range**
4350 CENTERVILLE ROAD
WHITE BEAR LAKE, MN 55127

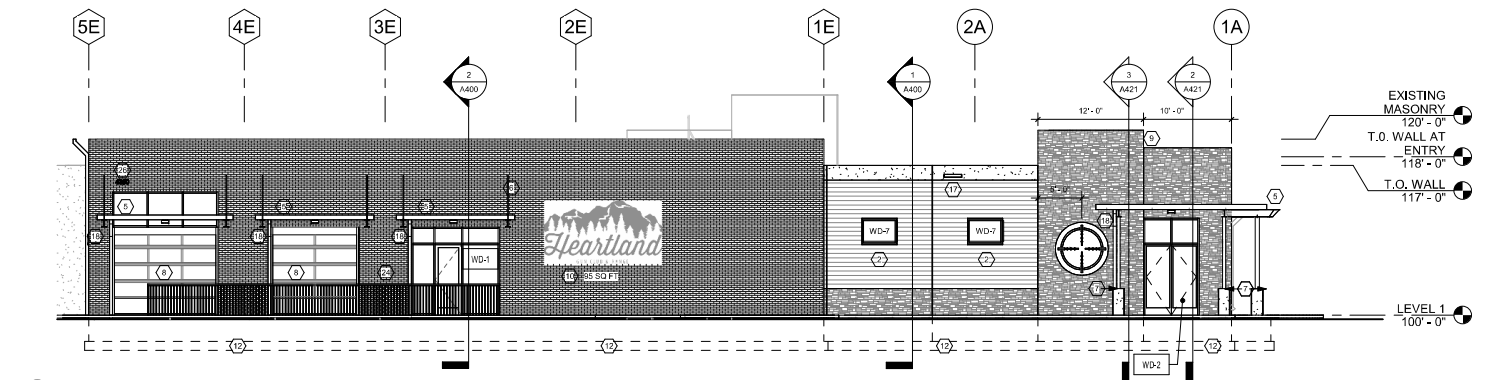
FLOOR PLAN

PROJECT: 19-024.2
DRAWN: JLV
CHECKED: NS
BY: **A200**

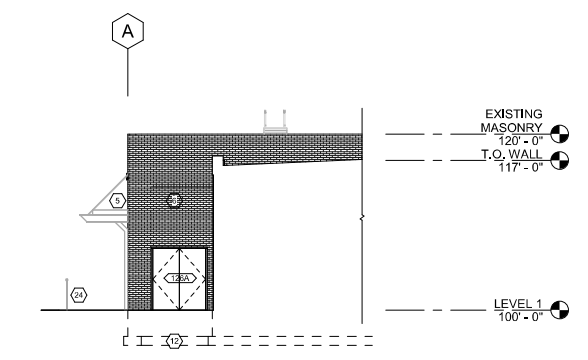


1 LEVEL 1
A200 SCALE: 1/8" = 1'-0"

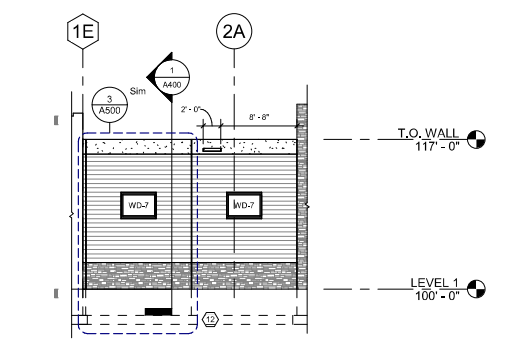
- EXTERIOR ELEVATION KEYNOTES**
- ① PRECAST PANEL TYPE 1, INTEGRAL COLOR, TBD, SEE 2/A500 FOR DETAILS AND NOTES
 - ② PRECAST PANEL TYPE 2 AT WINDOW, INTEGRAL COLOR, TBD, SEE 2/A500 FOR DETAILS AND NOTES
 - ③ PRECAST PANEL TYPE 3 AT WINDOW, INTEGRAL COLOR, TBD, SEE 4/A500 FOR DETAILS AND NOTES
 - ④ PRECAST PANEL TYPE 4 AT WINDOW, INTEGRAL COLOR, TBD, SEE 2/A500 FOR DETAILS AND NOTES
 - ⑤ TONGUE AND GROOVE CANOPY, STAIN TBD
 - ⑥ EXISTING FACE BRICK TO REMAIN STAIN TO MATCH PRECAST COLOR, FIELD VERIFY COLOR
 - ⑦ HSS COLUMN FOR CANOPY & CONCRETE BASE W/ PRECAST CONCRETE CAP, SEE STRUCTURAL
 - ⑧ GLASS GARAGE DOOR - 800 MDL AND GARAGE DOOR, COMMERCIAL FULL VIEW, CLEAR ANODIZED, GLASS MATCH GL-1
 - ⑨ FORMLINER PATTERN TO WRAP EXPOSED EDGE OF PRECAST PANEL
 - ⑩ HEARTLAND GUN CLUB AND RANGE SIGNAGE LASER CUT METAL SIGN ON METAL STANDOFFS FINISH TBD
 - ⑪ PRECAST CONCRETE WALL CAP SMOOTH FINISH MATCH PRECAST COLOR
 - ⑫ CAST-IN-PLACE CONCRETE FOOTING, SEE STRUCTURAL
 - ⑬ EXISTING DOWNSPOUT
 - ⑭ EXTERIOR WALL LIGHT, MOUNTED WITH BOTTOM AT 8'-0" A.F.F.
 - ⑮ PREFINISHED METAL GUTTER, COLOR ZINC
 - ⑯ CAST NICKEL BRONZE LAMBS TONGUE OVERFLOW DOWNSPOUT NOZZLE
 - ⑰ THROUGH WALL SCUPPER, ALIGN OPENING WITH FORMLINER
 - ⑱ PREFINISHED METAL DOWNSPOUT, COLOR ZINC
 - ⑲ NOT USED
 - ⑳ NOT USED
 - ㉑ PREFINISHED METAL DOWNSPOUT, COLOR ZINC
 - ㉒ NOT USED
 - ㉓ PRECAST PANEL TYPE 5, INTEGRAL COLOR, TBD, SEE 6/A500 FOR DETAILS AND NOTES
 - ㉔ RAILING
 - ㉕ CONCRETE SPLASH BLOCK
 - ㉖ BUILDING NUMBER



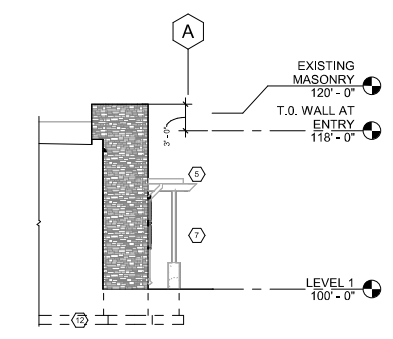
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SCALE: 1/8" = 1'-0"



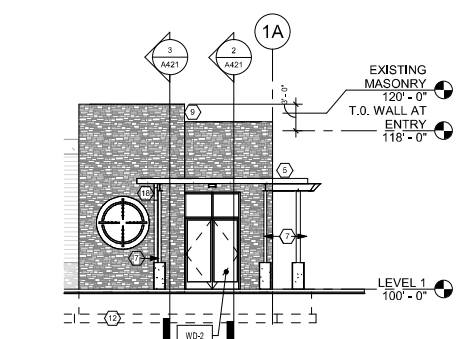
2 NORTH ELEVATION AT EXISTING
SCALE: 1/8" = 1'-0"



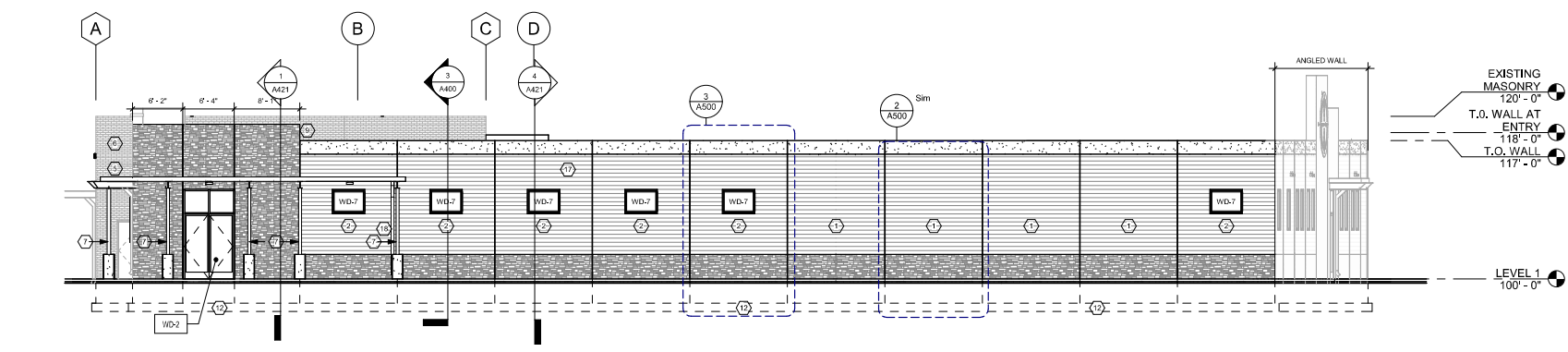
3 WEST ELEVATION AT RETAIL
SCALE: 1/8" = 1'-0"



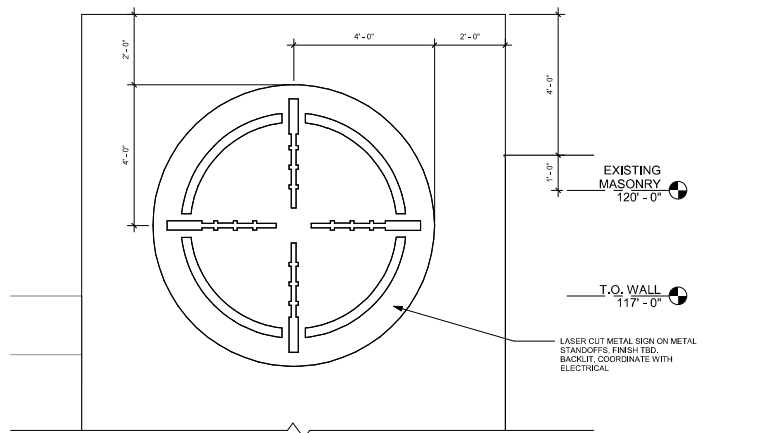
4 NORTH ELEVATION AT MAIN ENTRY
SCALE: 1/8" = 1'-0"



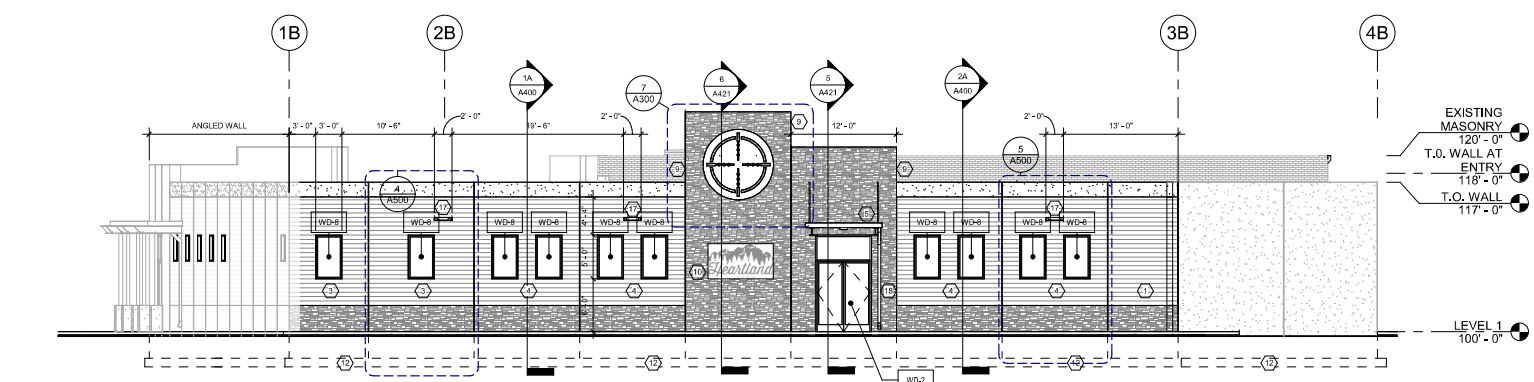
5 WEST ELEVATION AT MAIN ENTRY
SCALE: 1/8" = 1'-0"



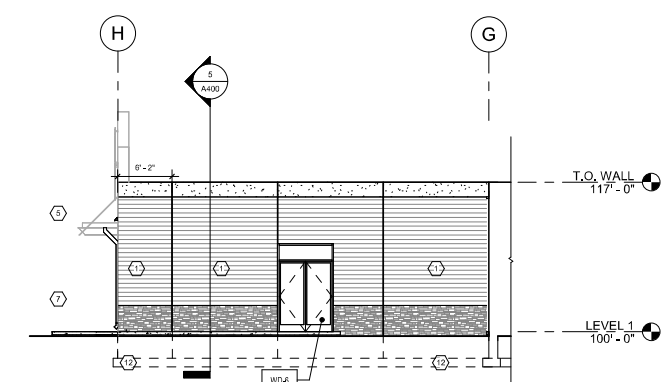
6 SOUTH ELEVATION (FRONT)
SCALE: 1/8" = 1'-0"



7 ENLARGED ELEVATION AT EAST ENTRY
SCALE: 1/2" = 1'-0"



8 EAST ELEVATION AT CLUB (REAR)
SCALE: 1/8" = 1'-0"



9 NORTH EAST ELEVATION AT ENTRY
SCALE: 1/8" = 1'-0"

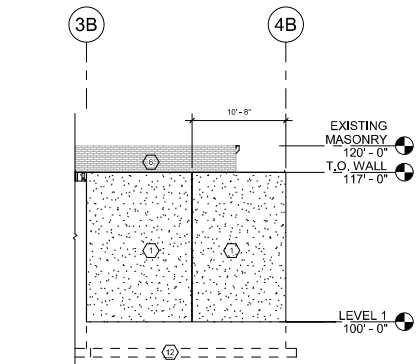
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[Signature]
REGISTRATION NO. DATE
10881 2/3/2021

ISSUE RECORD	DATE	DESCRIPTION
1	1/17/2021	C.L.P. APPLICATION
2	2/3/2023	CONSTRUCTION DOCUMENTS

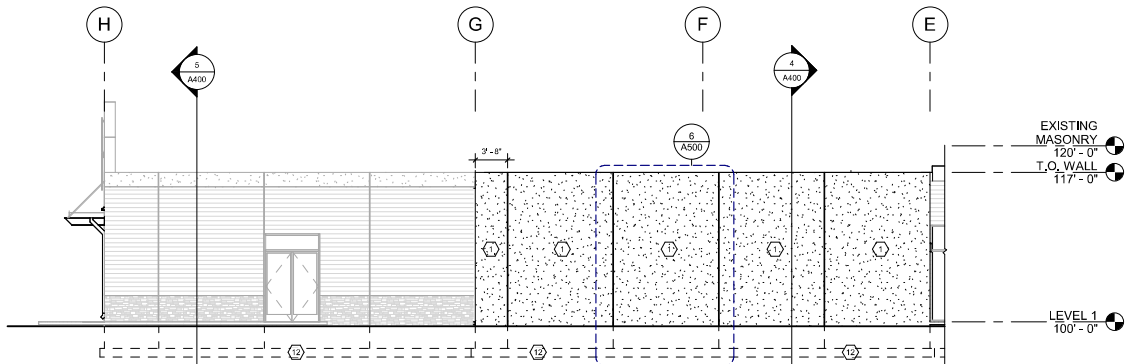
**Heartland Twin Cities
Gun Club and Range**
4350 CENTERVILLE ROAD
WHITE BEAR LAKE, MN 55127

EXTERIOR ELEVATIONS

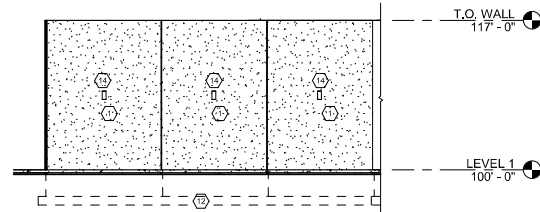
PROJECT 19-024.2
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CHECKED NS
BY: **A300**



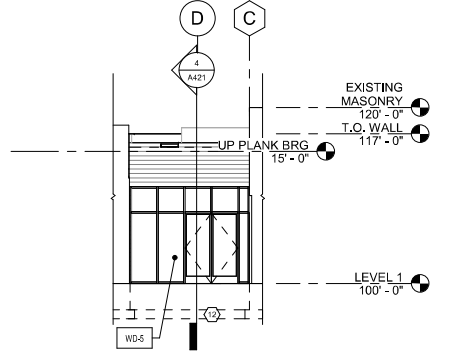
1 EAST ELEVATION
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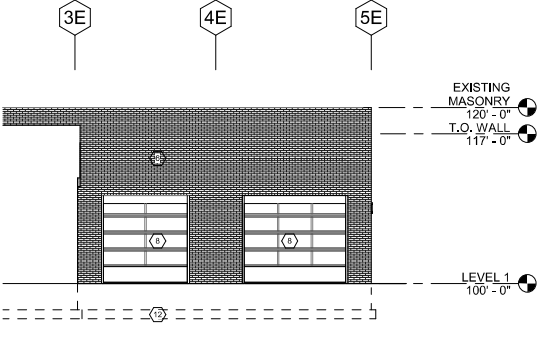
2 NORTH EAST ELEVATION (SIDE)
SCALE: 1/8" = 1'-0"



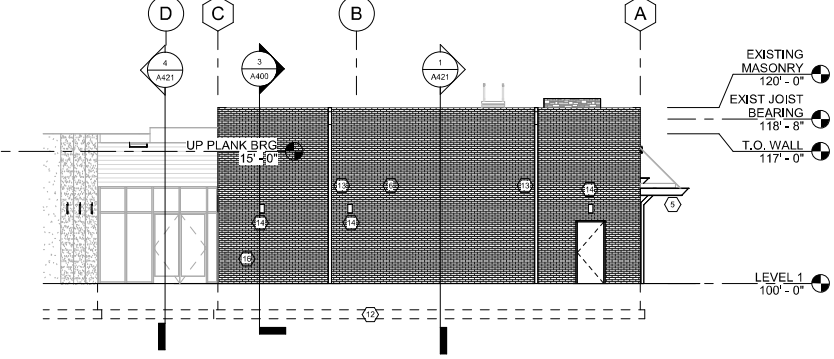
3 WEST ELEVATION AT GUN RANGE
SCALE: 1/8" = 1'-0"



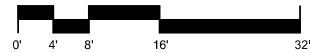
4 NORTH ELEVATION AT CONECTION
SCALE: 1/8" = 1'-0"



5 EAST ELEVATION AT EXISTING
SCALE: 1/8" = 1'-0"



6 NORTH ELEVATION (REAR)
SCALE: 1/8" = 1'-0"



- EXTERIOR ELEVATION KEYNOTES**
- 1 PRECAST PANEL TYPE 1, INTEGRAL COLOR, TBD, SEE 2/AS00 FOR DETAILS AND NOTES
 - 2 PRECAST PANEL TYPE 2 AT WINDOW, INTEGRAL COLOR, TBD, SEE 3/AS00 FOR DETAILS AND NOTES
 - 3 PRECAST PANEL TYPE 3 AT WINDOW, INTEGRAL COLOR, TBD, SEE 4/AS00 FOR DETAILS AND NOTES
 - 4 PRECAST PANEL TYPE 4 AT WINDOWS, INTEGRAL COLOR, TBD, SEE 5/AS00 FOR DETAILS AND NOTES
 - 5 TONGUE AND GROOVE CANOPY, STAIN TBD
 - 6 EXISTING FACE BRICK TO REMAIN STAIN TO MATCH PRECAST COLOR, FIELD VERIFY COLOR
 - 7 HSS COLUMN FOR CANOPY & CONCRETE BASE W/ PRECAST CONCRETE CAP, SEE STRUCTURAL
 - 8 GLASS GARAGE DOOR - BOD MIDLAND GARAGE DOOR, COMMERCIAL FULL VIEW, CLEAR ANODIZED, GLASS MATCH GL-1
 - 9 FORMLINER PATTERN TO WRAP EXPOSED EDGE OF PRECAST PANEL
 - 10 HEARTLAND GUN CLUB AND RANGE SIGNAGE LASER CUT METAL SIGN ON METAL STANDOFFS FINISH TBD
 - 11 PRECAST CONCRETE WALL CAP SMOOTH FINISH MATCH PRECAST COLOR
 - 12 CAST-IN-PLACE CONCRETE FOOTING, SEE STRUCTURAL
 - 13 EXISTING DOWNSPOUT
 - 14 EXTERIOR WALL LIGHT, MOUNTED WITH BOTTOM AT 6'-0" A.F.F.
 - 15 PREFINISHED METAL GUTTER, COLOR ZINC
 - 16 CAST NICKEL BRONZE LAMBS TONGUE OVERFLOW DOWNSPOUT NOZZLE
 - 17 THROUGH WALL SCUPPER, ALIGN OPENING WITH FORMLINER
 - 18 PREFINISHED METAL DOWNSPOUT, COLOR ZINC
 - 19 NOT USED
 - 20 NOT USED
 - 21 PREFINISHED METAL DOWNSPOUT, COLOR ZINC
 - 22 NOT USED
 - 23 PRECAST PANEL TYPE 5, INTEGRAL COLOR, TBD, SEE 6/AS00 FOR DETAILS AND NOTES
 - 24 RAILING
 - 25 CONCRETE SPLASH BLOCK
 - 26 BUILDING NUMBER

SRA
SPERIDES REINERS ARCHITECTS, INC.

642 CITY WEST PARKWAY
EDEN PRAIRIE, MINNESOTA
55444
PH: 952-996-9662
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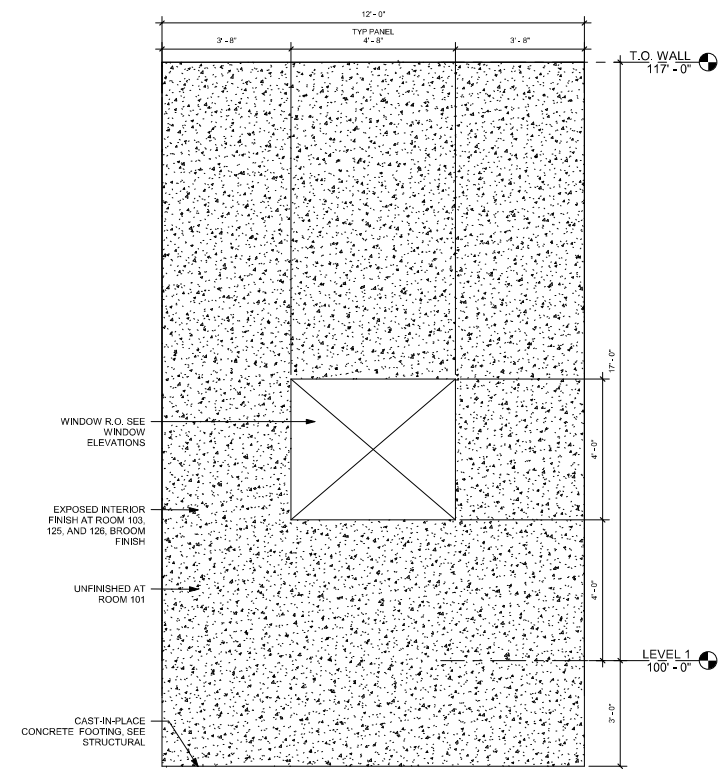
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MINNESOTA
REGISTRATION NO. DATE
10881 2/29/21

ISSUE #	DATE	DESCRIPTION
1	1/17/2021	C.L.P. APPLICATION
2	2/9/2023	CONSTRUCTION DOCUMENTS

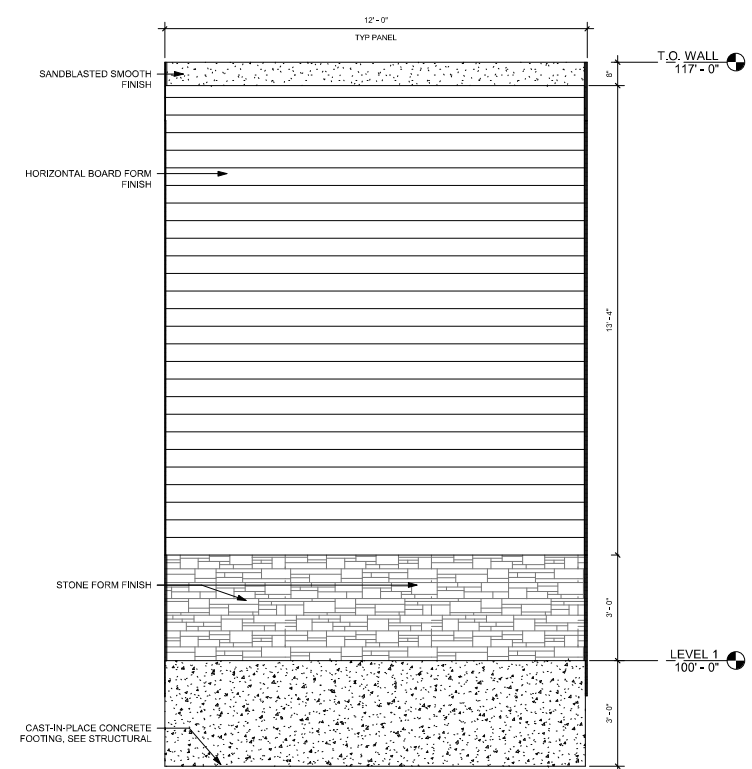
**Heartland Twin Cities
Gun Club and Range**
4350 CENTERVILLE ROAD
WHITE BEAR LAKE, MN 55127

EXTERIOR
ELEVATIONS

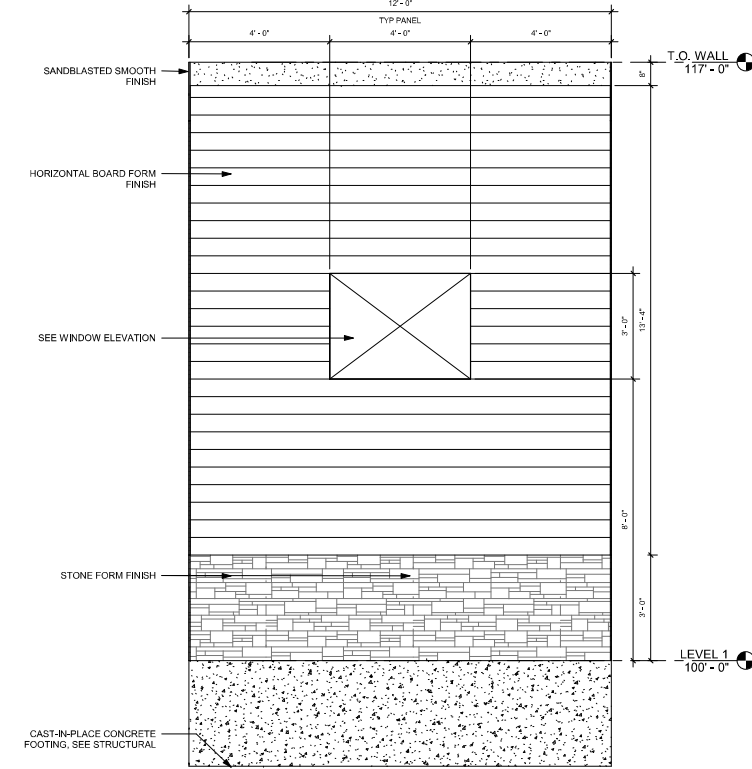
PROJECT 19-024.2
DRAWN JW
CHECKED NS
BY: **A301**



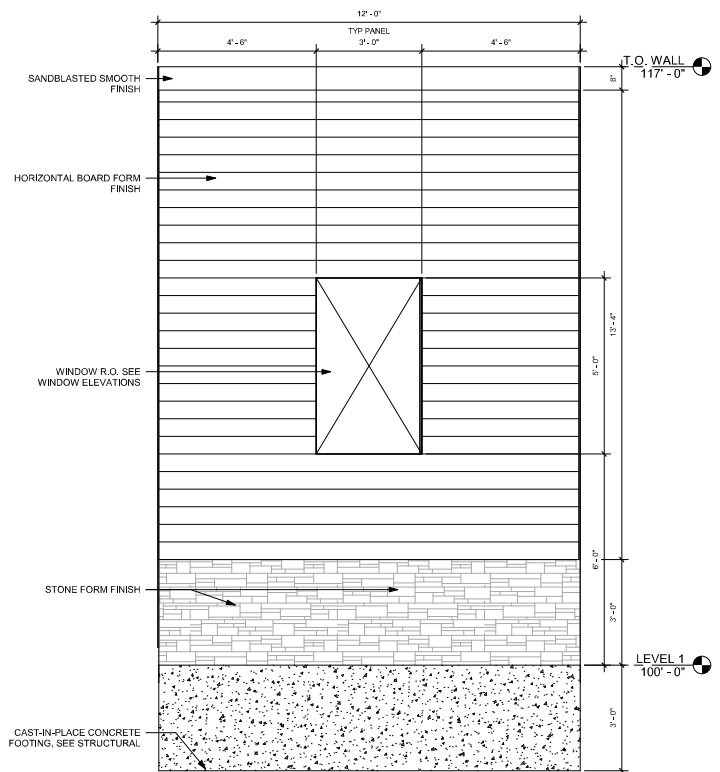
1 ELEVATION OF PRECAST PANEL AT RANGE / WINDOW
SCALE: 1/2" = 1'-0"



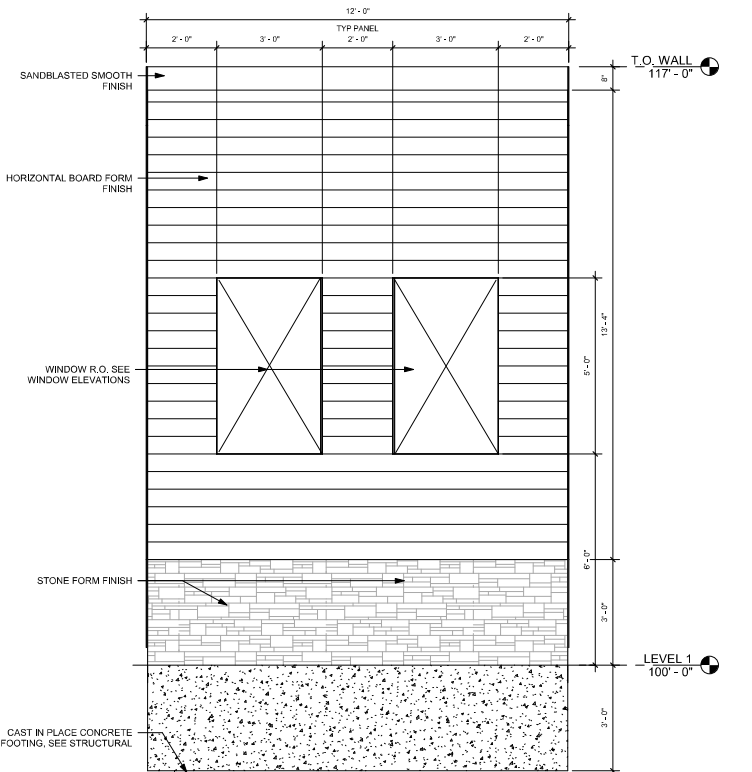
2 TYPICAL PRECAST PANEL TYPE #1
SCALE: 1/2" = 1'-0"



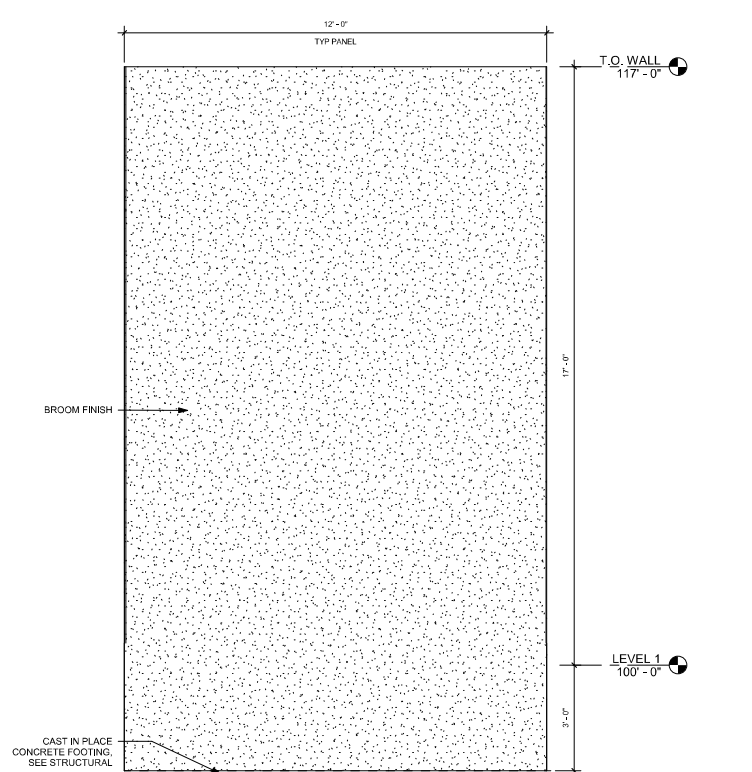
3 TYPICAL PRECAST PANEL TYPE #2
SCALE: 1/2" = 1'-0"



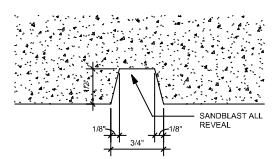
4 TYPICAL PRECAST PANEL TYPE #3
SCALE: 1/2" = 1'-0"



5 TYPICAL PRECAST PANEL TYPE #4
SCALE: 1/2" = 1'-0"



6 TYPICAL PRECAST PANEL TYPE #5
SCALE: 1/2" = 1'-0"



7 REVEAL DETAIL
SCALE: 1/2" = 1'-0"



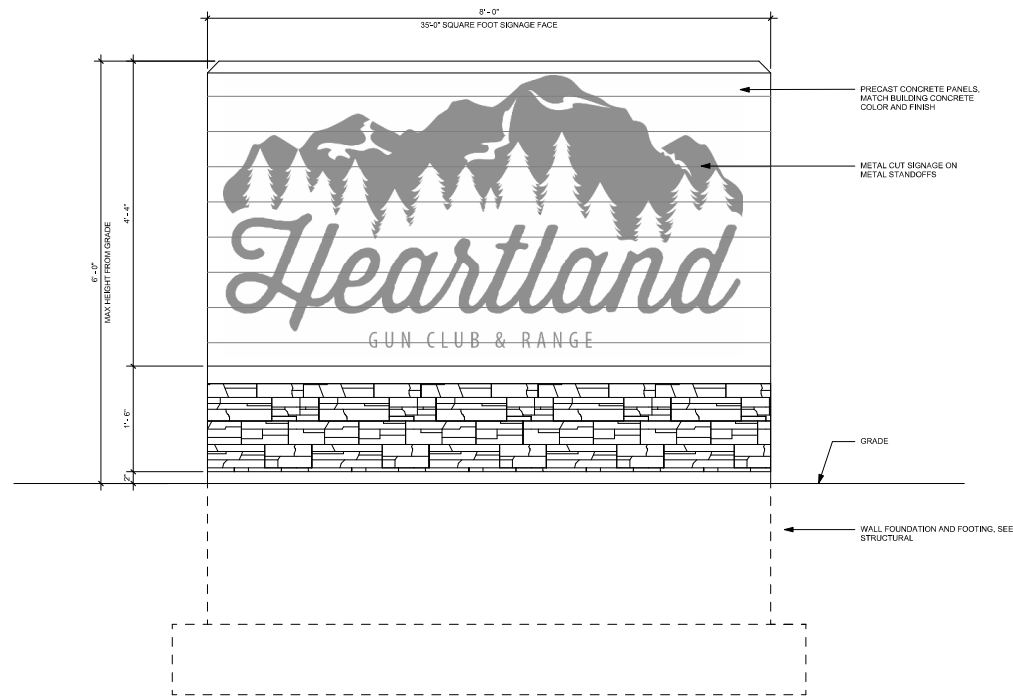
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MINNESOTA
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REGISTRATION NO. DATE
10811 2/23/2021

ISSUE RECORD	ISSUE #	DATE	DESCRIPTION
	1	2/23/2021	CONSTRUCTION DOCUMENTS

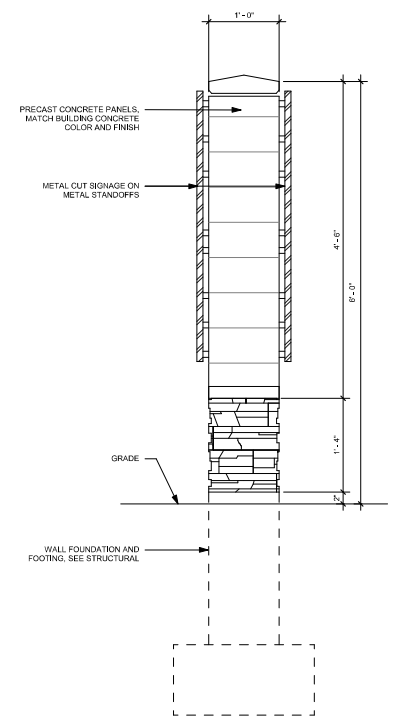
**Heartland Twin Cities
Gun Club and Range**
4350 CENTERVILLE ROAD
WHITE BEAR LAKE, MN 55127

PRECAST PANEL
ELEVATIONS

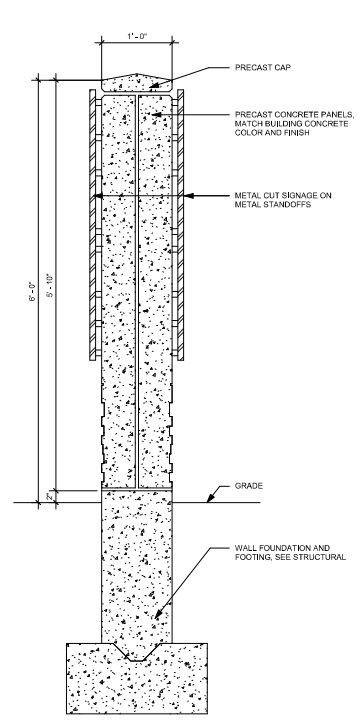
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CHECKED JR
BY: **A500**



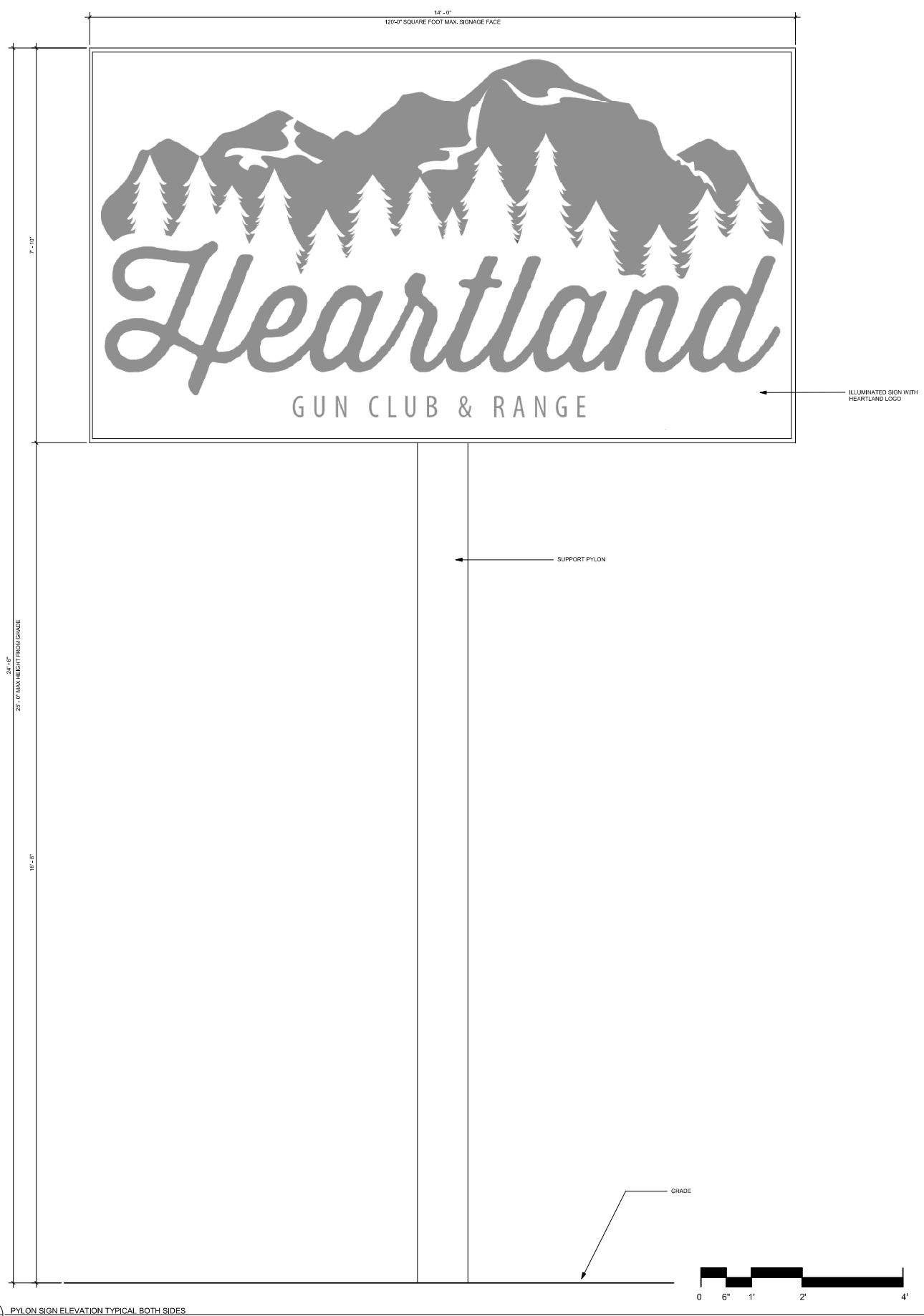
1 MONUMENT SIGN ELEVATION TYPICAL BOTH SIDES
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3 MONUMENT SIGN SECTION
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4 PYLON SIGN ELEVATION TYPICAL BOTH SIDES
SCALE: 1" = 1'-0"

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATIONS, CONDITIONS, AND CONTRACT DOCUMENTS WERE PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ARCHITECT UNDER THE MINNESOTA PROFESSIONAL ARCHITECTS ACT.
Walter Spierdes
REGISTRATION NO. DATE
10881 2/28/2021

ISSUE RECORD	ISSUE #	DATE	DESCRIPTION
	1	2/2/2023	CONSTRUCTION DOCUMENTS

**Heartland Twin Cities
Gun Club and Range**
4350 CENTERVILLE ROAD
WHITE BEAR LAKE, MN 55127

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AND DETAILS

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City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Mayor and City Council
From: Lindy Crawford, City Manager
 Rick Juba, Assistant City Manager
Date: November 14, 2023
Subject: **2024 Union Employee Benefit Contributions**

SUMMARY

The City Council will consider adopting resolutions approving Memorandums of Understanding for 2024 health insurance benefit contributions for the City's four union represented employee groups.

BACKGROUND INFORMATION

At the regular City Council meeting on October 24, 2023, the City Council approved health insurance benefit contribution amounts for the City's non-bargaining employees. Staff and Union representatives from all four Union Groups (Patrol, Sergeants, Public Works and Firefighter/Paramedics) have met and agreed to the same terms that was previously approved for non-bargaining employees. Specific premium amounts vary between the Union groups due to past settlements, but the agreement on how to split the 2024 health insurance premium increase is consistent for all employees and unions.

The 2024 proposed employee group insurance package includes two network options available through Health Partners: one with open access to many providers and one narrow network with fewer service provider options. The narrow network plans offer employees an opportunity to reduce their monthly premium costs by accepting fewer choices for participating clinics and hospitals. One major difference between the two networks centers on specialty care facilities; the narrow network covers the Health Partners Hospitals and Clinics but does not include services through the Mayo Health System or Hazelden.

The two Comprehensive Major Medical (CMM) plans in each network contain higher monthly premiums with deductibles due for services. Employees selecting one of these plans could incur out-of-pocket costs greater than the Health Savings Account (HSA) plan; however, this would only occur if hospitalization of multiple family members occurred during the year. Each of the CMM plans have either a co-pay or a cost-sharing option to cover part of the ongoing costs for items like prescriptions.

The City's HSA plan follows the embedded structure per the IRS Regulations, which provides a \$3,200 annual deductible per individual and \$6,400 per family. The HSA plans offer the lowest

overall premiums but require members to manage their medical care and services as clinic visits and prescriptions are entirely their responsibility before they reach the annual deductible amount. Staff recognizes employees selecting HSA plans typically incur a higher percentage of their total medical costs; however, their annual out-of-pocket maximum has the potential to be less than the other two plan options.

Proposed Employer Contribution

For several years the City split health insurance premium increases 50/50 with employees. This led to the City's contributions to insurance benefits falling behind the market. In the past five years or so, the City has made an effort to increase contributions for employee health insurance premiums in order to remain competitive for both existing and prospective employees. For 2024, health insurance premiums increased overall 15%. Staff and the Union groups have agreed to the City paying for 80% of the increase and the employees paying for 20%. This cost has been included in the 2024 proposed budget.

The resolutions for the individual Union groups contain specific premium and contribution amounts. The formatting of how this information is expressed in each contract also varies based on the format used in the individual contracts.

HSA Employer Contribution

The City contributes towards employees' HSA if they elect a high deductible plan. The deductible amount was raised again this year by the IRS from \$3,000 / single and \$6,000 / dependent to \$3,200 / single and \$6,400 / dependent. The City currently contributes \$700 annually for employees participating in a single HSA plan and \$1,400 annually for employees participating in an HSA plan with dependent coverage. Employer HSA contributions are common in the market and it provides an incentive for employees to participate in the plan which has the lowest monthly premiums. Staff and the Union groups have agreed on the City increasing its HSA contributions to \$900 annually for single and \$1,600 annually for dependent coverage. This contribution was last changed by the Council in 2019.

Employee Deferred Insurance Benefit

All employees must enroll for group health insurance through the City unless they can demonstrate they have coverage through another group plan. An individual plan does not qualify as coverage under a group plan. If an employee provides the required proof of coverage, he or she can opt out of the City's insurance program and receive deferred insurance payments. The deferred insurance payment amounts vary amongst the Union groups and no changes are being proposed for 2024.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolutions approving the 2024 benefit contributions the City's four union represented employee groups.

ATTACHMENTS

Resolutions

RESOLUTION NO.

**RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING WITH THE
INTERNATIONAL UNION OF OPERATING ENGINEERS LOCAL 49 PUBLIC WORKS FOR 2024
BENEFIT CONTRIBUTION LEVELS**

WHEREAS, as part of an employee’s compensation package, the City of White Bear Lake provides contributions towards health insurance coverage for employees and their families; and

WHEREAS, health insurance premium contributions are an integral part of remaining competitive in the labor market; and

WHEREAS, The current collective bargaining agreement between the City of White Bear Lake (the “City”) and the International Union of Operating Engineers, Local 49 (the “Union”) is approved from January 1, 2023 and December 31, 2025. Per the current agreement, both parties agreed to open the contract to negotiate insurance premium contributions for 2024 and 2025. The City and Union have met and agreed to replace Section XIX Insurance of the current agreement with the following:

ARTICLE XIX. INSURANCE

19.1 Effective January 1, 2024, through December 31, 2024, the employer will contribute up to a maximum the following amounts for Hospital and Medical Insurance per month per employee for group health and life insurance including dependent coverage, and for single coverage:

OPEN ACCESS NETWORK	CMM 1000	CMM 2000	CMM 3200	Non-tobacco incentive
Single	674.00	680.00	645.00	20.00
Employee + 1	1,300.00	1,315.00	1,306.00	40.00
Multiple Dependents	1,578.00	1,599.00	1,586.00	40.00

ACHIEVE NETWORK	CMM 1000	CMM 2000	CMM 3200	Non-tobacco incentive
Single	663.00	647.00	605.00	20.00
Employee + 1	1,276.00	1,290.00	1,285.00	40.00
Multiple Dependents	1,547.00	1,566.00	1,558.00	40.00

Deferred Insurance \$279.00	Deferred Insurance Non-Tobacco Incentive \$15.00
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In addition, employees selecting the CMM 3,200 H.S.A. plan the employer will contribute the following amounts into their personal H.S.A. accounts:

RESOLUTION NO.

Item	Annual Amount
Single	900.00
Employee + 1	1,600.00
Multiple Dependents	1,600.00

Both parties agree to open the contract in 2024 and in 2025 to negotiate insurance premiums.

19.2 By mutual agreement, employees may use all remaining dollars of the per month per employee health insurance dollars in 19.1 and 19.2 for purchasing additional insurance or use for deferred compensation.

19.3 Employees not choosing dependent coverage cannot be covered at the employer expense for any additional insurance than the group health and life insurance. Additional life insurance or short / long term disability insurance can be purchased by employees at the employee's expense to the extent allowed under the employer's group policy.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of White Bear Lake, Minnesota that the benefit contribution levels described herein shall be provided to the Union employees effective January 1, 2024 through December 31, 2024.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk

RESOLUTION NO.

RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING WITH MINNESOTA PUBLIC EMPLOYEES ASSOCIATION POLICE OFFICERS FOR 2024 BENEFIT CONTRIBUTION LEVELS

WHEREAS, as part of an employee’s compensation package, the City of White Bear Lake provides contributions towards health insurance coverage for employees and their families; and

WHEREAS, health insurance premium contributions are an integral part of remaining competitive in the labor market; and

WHEREAS, The current collective bargaining agreement between the City of White Bear Lake (the “City”) and the Minnesota Public Employees Association Police Officers (the “Union”) is approved from January 1, 2023 to December 31, 2024. Per the current agreement, both parties agreed to open the contract to negotiate insurance premium contributions for 2024. The City and Union have met and agreed to replace Section 17 Insurance of the current agreement with the following:

SECTION 17: INSURANCE

Effective January 1, 2023 through December 31, 2023, employees may select one of the following options for medical/health and life insurance:

- A. Deferred Insurance. For employees who do not opt for insurance coverage and who provide evidence of medical insurance from another source, the employer will contribute two hundred fifty three dollars (\$253.00) with non-tobacco incentive of \$10 per month toward an employer approved deferred compensation plan. The employer will share the cost of health insurance premiums with employees as follows:

- B. The employer will make the following contributions to monthly health insurance premiums:

OPEN ACCESS NETWORK	CMM 1000	CMM 2000	CMM 3200	Non-tobacco incentive
Single	674.00	680.00	655.00	10.00
Employee + 1	1,289.00	1,304.00	1,294.00	10.00
Multiple Dependents	1,614.00	1,635.00	1,622.00	10.00

ACHIEVE NETWORK	CMM 1000	CMM 2000	CMM 3200	Non-tobacco incentive
Single	663.00	657.00	615.00	10.00
Employee + 1	1,265.00	1,279.00	1,273.00	10.00

RESOLUTION NO.

Multiple Dependents	1,583.00	1,602.00	1,594.00	10.00
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In addition, employees selecting the \$3,200 H.S.A. plan the employer will contribute the following amounts into their personal H.S.A. accounts:

Item	Annual Amount
Single	900.00
Employee + 1	1,600.00
Multiple Dependents	1,600.00

- C. Tobacco Incentive Contribution. For employees who provide certification that they do not smoke or use tobacco products, the employer will contribute a maximum of \$10 dollars per month for single, employee + 1 and family coverage toward health, life and dental insurance. For employees selecting this option who do not opt for insurance and who provide evidence of medical insurance from another source, the City will contribute \$10 dollars per month toward an employer approved deferred compensation plan.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of White Bear Lake, Minnesota that the benefit contribution levels described herein shall be provided to the Union employees effective January 1, 2024 through December 31, 2024.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk

RESOLUTION NO.

RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING WITH THE INTERNATIONAL ASSOCIATION OF FIREFIGHTERS FOR 2024 BENEFIT CONTRIBUTION LEVELS

WHEREAS, as part of an employee’s compensation package, the City of White Bear Lake provides contributions towards health insurance coverage for employees and their families; and

WHEREAS, health insurance premium contributions are an integral part of remaining competitive in the labor market; and

WHEREAS, The current collective bargaining agreement between the City of White Bear Lake (the “City”) and The International Association of Firefighters (the “Union”) is approved from January 1, 2023 to December 31, 2024. Per the current agreement, both parties agreed to open the contract to negotiate insurance premium contributions for 2024. The City and Union have met and agreed to replace Article 23 Insurance of the current agreement with the following:

ARTICLE 23. INSURANCE

23.4 Effective January 1, 2024 through December 31, 2024, Employees may select one of the following options for medical/health insurance:

23.5 Deferred Insurance. For employees who do not opt for insurance coverage and who provide evidence of medical insurance from another source, the Employer will contribute \$279.00 or \$294.00 (non-tobacco users)per month toward an Employer approved deferred compensation plan.

Employees selecting single coverage may select one of the following monthly plans:

* *City’s contribution assumes non-smoking incentive*

Open Access Network	1,000 CMM	2,000 CMM	3,000 H.S.A.
Premium	757.16	732.62	681.18
City Contribution*	694.00	700.00	665.00
Employee Cost	63.16	32.62	16.18

Achieve Network	1,000 CMM	2,000 CMM	3,000 H.S.A.
Premium	711.73	688.66	640.31
City Contribution*	683.00	667.00	625.00
Employee Cost	28.73	21.66	15.31

Employees selecting Employee + 1 coverage may select one of the following monthly plans:

* *City’s contribution assumes non-smoking incentive*

RESOLUTION NO.

Open Access Network	1,000 CMM	2,000 CMM	3,000 H.S.A.
Premium	1,664.89	1,610.93	1,497.82
City Contribution*	1,369.00	1,384.00	1,375.00
Employee Cost	295.89	226.93	122.82

Achieve Network	1,000 CMM	2,000 CMM	3,000H.S.A.
Premium	1,564.99	1,514.27	1,407.95
City Contribution*	1,345.00	1,359.00	1,354.00
Employee Cost	219.99	155.27	53.95

Employees selecting Multiple Dependent coverage may select one of the following monthly plans:

* *City's contribution assumes non-smoking incentive*

Open Access Network	1,000 CMM	2,000 CMM	3,000 H.S.A.
Premium	2,116.72	2,048.11	1,904.31
City Contribution*	1,683.00	1,704.00	1,691.00
Employee Cost	433.72	344.11	213.31

AchieveNetwork	1,000 CMM	2,000 CMM	3,000 H.S.A.
Premium	1,989.71	1,925.23	1,790.05
City Contribution*	1,652.00	1,671.00	1,663.00
Employee Cost	337.71	254.23	127.05

23.6 Tobacco Incentive Contribution. For Employees who provide certification that they do not smoke or use tobacco products, the Employer will contribute a maximum of \$20 dollars per month for single, \$60 per month for Employee + 1 and family coverage toward health, life and dental insurance. For employees selecting this option who do not opt for insurance and who provide evidence of medical insurance from another source, the Employer will contribute \$15 dollars per month toward an Employer approved deferred compensation plan.

23.7 Health Savings Account Contribution.

	Annual City H.S.A. Contribution
	Effective January 1, 2024– December 31, 2024
Single	\$900.00 annual contribution
Employee + 1	\$1,600.00 annual contribution
Multiple Dependents	\$1,600.00 annual contribution

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of White Bear Lake, Minnesota that the benefit contribution levels described herein shall be provided to the Union

RESOLUTION NO.

employees effective January 1, 2024 through December 31, 2024.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk

RESOLUTION NO.

**RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING WITH LAW ENFORCEMENT
LABOR SERVICES POLICE SERGEANTS FOR 2024 BENEFIT CONTRIBUTION LEVELS**

WHEREAS, as part of an employee’s compensation package, the City of White Bear Lake provides contributions towards health insurance coverage for employees and their families; and

WHEREAS, health insurance premium contributions are an integral part of remaining competitive in the labor market; and

WHEREAS, The current collective bargaining agreement between the City of White Bear Lake (the “City”) and Law Enforcement Labor Services, Local 286 (the “Union”) is approved from January 1, 2023 to December 31, 2024. Per the current agreement, both parties agreed to open the contract to negotiate insurance premium contributions for 2024. The City and Union have met and agreed to replace Section 16 Insurance of the current agreement with the following:

ARTICLE 16. INSURANCE

16.1 Effective January 1, 2024, employees may select one of the following options for health insurance:

Employees selecting single coverage may select one of the following monthly plans:

** City’s contribution assumes non-smoking incentive*

Open Access Network	1,000 CMM	2,000 CMM	3,000 H.S.A.
Premium	757.16	732.62	681.18
City Contribution*	684.00	690.00	665.00
Employee Cost	73.16	42.62	16.18

Achieve Network	1,000 CMM	2,000 CMM	3,000 H.S.A.
Premium	711.73	688.66	640.31
City Contribution*	673.00	667.00	625.00
Employee Cost	38.73	21.66	15.31

Employees selecting Employee + 1 coverage may select one of the following monthly plans:

** City’s contribution assumes non-smoking incentive*

Open Access Network	1,000 CMM	2,000 CMM	3,000 H.S.A.
Premium	1,664.89	1,610.93	1,497.82
City Contribution*	1,299.00	1,314.00	1,304.00
Employee Cost	365.89	296.93	193.82

RESOLUTION NO.

Achieve Network	1,000 CMM	2,000 CMM	3,000 H.S.A.
Premium	1,564.99	1,514.27	1,407.95
City Contribution*	1,275.00	1,289.00	1,283.00
Employee Cost	289.99	225.27	124.95

Employees selecting Multiple Dependent coverage may select one of the following monthly plans:

* *City's contribution assumes non-smoking incentive*

Open Access Network	1,000 CMM	2,000 CMM	3,000 H.S.A.
Premium	2,116.72	2,048.11	1,904.31
City Contribution*	1,624.00	1,645.00	1,632.00
Employee Cost	492.72	403.11	272.31

Achieve Network	1,000 CMM	2,000 CMM	3,000 H.S.A.
Premium	1,989.71	1,925.23	1,790.05
City Contribution*	1,593.00	1,612.00	1,604.00
Employee Cost	396.71	313.23	186.05

For Employees who do not opt for insurance and provide evidence of medical insurance from another group medical plan, the employer will contribute two hundred and sixty-two dollars (\$262.00) per month toward an employer approved deferred compensation plan.

Health Savings Account Contribution. The Employer will contribute the following dollar amounts toward the deductible for employees choosing the high deductible plan referred to as the H.S.A. \$3,200 plan:

Single	\$900 Annual Contribution
Employee + 1	\$1,600 Annual Contribution
Multiple Dependents	\$1,600 Annual Contribution

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of White Bear Lake, Minnesota that the benefit contribution levels described herein shall be provided to the Union employees effective January 1, 2024 through December 31, 2024.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

RESOLUTION NO.

Ayes:
Nays:
Passed:

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk



City of White Bear Lake
Community Development Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Tracy Shimek, Housing & Economic Development Coordinator
Date: November 14, 2023
Subject: **Housing Community Survey Presentation**

SUMMARY

The City Council will receive results from the Housing Community Survey and consider adopting a resolution accepting the final summary report.

BACKGROUND INFORMATION

At the February 21, 2023 work session, City Council's consensus was that they would like to take a data driven approach to identifying which tools to use in supporting housing goals, with a desire for both demographic information and information from existing residents regarding housing related needs, wants, future plans, experiences and barriers.

At the April 25, 2023 work session, Council indicated that there was consensus to move forward with a housing community survey, and on May 9, 2023, authorized staff to enter into an agreement for services with The Morris-Leatherman Company. Following a July 11, 2023 work session reviewing a draft survey script and making revisions, staff directed Morris-Leatherman to conduct the survey.

The survey was conducted August 14 - August 30, with a 400-person random sample of City residents and a 400-person balloon sample of residents 55 years of age and older.

After a preliminary presentation of the results to Council at a work session in October, Leatherman has finalized a summary report which will be presented to Council at the November 14th meeting.

RECOMMENDATIONS

Staff recommends the City Council adopt the attached resolution accepting the summary report.

ATTACHMENTS

Resolution
Summary Report

RESOLUTION NO.

RESOLUTION ACCEPTING THE CITY OF WHITE BEAR LAKE COMMUNITY HOUSING SURVEY SUMMARY REPORT

WHEREAS, the City of White Bear Lake recognizes that having adequate housing infrastructure is a key component to a thriving community; and

WHEREAS, the City received a report from a housing task force putting forth recommendations to ensure the community's housing needs are met; and

WHEREAS, having evaluated those recommendations the City Council of White Bear Lake is in the process of considering which recommendations to act on; and

WHEREAS, the City Council desires to take a data driven approach to identifying the appropriate policies and programs to meet the community's housing needs and preferences; and

WHEREAS, on May 9, 2023 the City Council authorized the City Manager to enter into an agreement with the Morris Leatherman company to conduct a phone survey of residents regarding housing related needs, wants, future plans, experiences and barriers; and

WHEREAS, the Morris Leatherman Company conducted a resident phone survey from August 14, 2023 to August 30, 2023; and

WHEREAS, the City Council was presented the preliminary results of the survey at the October 10, 2023 work session and the final summary report at the November 14, 2023 City Council Meeting; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota that they accept the Morris Leather City of White Bear Lake Resident Housing Survey.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

Dan Louismet, Mayor

ATTEST:

Kara Coustry, City Clerk

The **Morris** Leatherman Company

2023 CITY OF WHITE BEAR LAKE Residential Survey

SUMMARY OF FINDINGS

Prologue:

The City of White Bear Lake has limited its generational turnover due to two major factors: housing choices and superior community cohesion. First, consider housing: most residents are comfortable in their homes and 49% are planning to stay there for at least ten years, if not the rest of their lives. Only 13% envision a move in the next five years, primarily to upsize, buy a house in White Bear Lake, or move closer to family. Within the group anticipating a move in the next five years, 73% report it is important to stay in the city. In fact, 84% are confident they would be able to find within the community what they are looking for in a different home. Thus, out-migration from the community, adding to the available housing stock for new-comers is very low.

Second, consider the superior community cohesion created in White Bear Lake. A stunning 97% rate the quality of life as “excellent” or “good,” in fact, 42% think it is “excellent.” Seniors post a similar rating. Both groups rank “small town feel,” “safeness,” “sense of community,” “friendly people,” “housing and neighborhood,” and “parks and trails” as the aspects of the city they like best. In comparison with other suburban communities, the percentage of respondents feeling there are “no major issues facing White Bear Lake,” at 20% among all residents and 17% among seniors, are within the top decile of suburban communities. Likewise, both groups are virtually unanimous in their favorable ratings of White Bear Lake as “a place to raise children” and “a place to retire.” Why move out of a community that offers rural-like ambience in the midst of suburbia? Mobility is constrained by the success of decision-makers.

Two themes that will not be considered here should also be factored in. The federal and state economies are not optimal for providing low interest rates on mortgages and renovations. Both the State and Federal Governments also have prioritized and offered financial incentives to keep people in their homes. While these programs are aimed at keeping people in their residences, rather than nursing homes, their impacts still dampen housing mobility.

Housing Options in White Bear Lake:

Residents were read a list of eight types of housing options. They were asked if the community has “too many or too much,” “too few or too little,” or “about the right amount” of that type of housing. The table below shows for each group the percentage of respondents seeing it as “too few or too little” and the percentage of respondents see it as “too many or too much.”

Type of Housing	Too Few or Too Little		Too Many or Too Much	
	All Residents	Seniors	All Residents	Seniors
Apartments with rent under \$1,676/month	36%	34%	17%	20%
Starter homes costing less than \$450,000	33%	26%	13%	25%
One-level housing for seniors maintained by an association	31%	38%	9%	10%
Condominiums	27%	25%	21%	21%
Townhouses	25%	22%	24%	27%
"Move up" housing for people looking for a larger home costing between \$450,000 and \$750,000	13%	12%	21%	32%
Executive high-end housing costing more than \$750,000	13%	12%	29%	35%
Apartments with rent over \$1,676/month	4%	5%	44%	46%

Four types of housing stock, shaded in blue, are viewed as “too few” by at least 20% of both groups: “starter homes costing less than \$450,000,” “one-level housing for seniors maintained by an association,” “condominiums,” and “townhouses.” In the last two cases, the higher “too many” percentages tied to the high “too few” percentages strongly suggest an issue with the quality of current stock. The higher percentage of seniors seeing “too much” “move up’ housing” and “executive high-end housing” usually reflect the stage of life of these respondents.

The affordability of housing options in the city are concerns for 58% of all residents and 60% of seniors. Forty percent of the former group and 36% of the latter one is not concerned at this time.

Perspectives on Housing in White Bear Lake:

Respondents read a series of eight statements about housing in the city. They were asked if they agreed or disagreed with each one. They could say they “strongly agree,” “somewhat agree,” “somewhat disagree,” or “strongly disagree.” The table below shows the statement, the percentage in each group agreeing with it, and the percentage of each group disagreeing.

Statement	Agree		Disagree	
	All Residents	Seniors	All Residents	Seniors
Single family homes in the city are well-maintained.	98%	100%	2%	0%
Townhomes are well-maintained in the city.	97%	98%	2%	2%
It is important for the City to prioritize housing for families with young children.	95%	91%	4%	8%
It is important for the City to prioritize housing for senior citizens.	95%	96%	5%	4%
The city has a good mix of housing for families with children.	91%	90%	6%	8%
Apartments are well-maintained in the city.	87%	87%	7%	4%
It is important for the City to prioritize multi-family housing, such as apartments.	84%	86%	14%	11%
The city has a good mix of housing for people over the age of sixty-five.	81%	83%	11%	16%

The differences between the two groups are statistically insignificant. Both overall residents and seniors share the same perceptions about housing in White Bear Lake.

Current Residences:

Both groups were asked about the housing in which they currently live. The table below shows the results for each group.

<i>Type of Housing</i>	<i>All Residents</i>	<i>Seniors</i>
Apartment	22%	13%
Townhouse or Condominium	16%	22%
Single-Family Home	58%	60%
Something Else	3%	4%
Refused to Say	1%	2%

While, the percentages living single family homes are relatively equal at about 59%, all residents are more apt to live in “apartments,” while seniors are more likely to reside in “townhouses or condominiums.”

Next, the samples were asked if they owned or rented their residences. The table below shows the results for each group.

<i>Ownership</i>	<i>All Residents</i>	<i>Seniors</i>
Rent	32%	22%
Own	68%	78%

Seniors are ten percent more likely to own their residences.

Owners in both samples were asked the decade in which their homes were built.

<i>Decade Built</i>	<i>All Residents</i>	<i>Seniors</i>
Before 1950's	12%	12%
1950's	13%	17%
1960's	29%	33%
1970's	10%	14%
1980's	9%	5%
1990's	14%	5%
After 2000	9%	7%
Refused to Say	5%	7%

Seniors are more apt to live in older homes than all city residents. The typical resident lives in a home built in 1968. The typical senior lives in a home built in 1966. Despite the differences in the occupancy of older homes, the typical age of homes in both groups is relatively equal.

Next, homeowners were asked about a series of home improvement projects. For each one, they could answer that they undertook the project within the past ten years, they hope to undertake the project in the next ten years, or they do not have any plans to undertake this project. The table below shows the results of this question for both groups.

Projects	All Residents			Seniors		
	Past	Next	Not	Past	Next	Not
Exterior improvements, such as roof and siding	59%	9%	29%	65%	6%	26%
Interior improvements, such as updates to the kitchen or bathrooms	55%	14%	29%	65%	7%	27%
Finish the basement	34%	15%	43%	48%	8%	38%
Additions to the house or garage	29%	12%	49%	47%	7%	41%

Seniors were on average 12% more likely to report they had undertaken the project during the past ten years. All residents on average were seven percent more likely to report they planned to undertake the project in the next ten years. All residents on average were 4.5 percent more likely to report they had no plans to complete the project. The primary reasons for not undertaking the project were “too busy” and “already done more than 10 years ago.” Eighteen percent of all residents and seniors report the “cost of these projects limited [their] ability to undertake them.”

Snowbirds:

Both groups were asked if they leave Minnesota to spend the winter elsewhere. Ten percent of all residents are “snowbirds,” while 20% of all seniors fit into this category.

Household Demographics:

All respondents were asked about their household composition. The results of the two groups are shown side-by-side in the table below:

Household Composition	All Residents	Seniors
Adults, 75 years old or older	12%	19%
Adults, 65 to 74 years old	31%	53%
Adults, 55 to 64 years old	17%	43%
Adults, 25 to 54 years old	53%	10%
Adults, 18 to 24 years old	12%	6%
Children, 17 years old and under	28%	4%

The typical household in White Bear Lake consists of two non-senior adults aged 25 to 54 and one dependent relative, either a young adult or child. The third household member reflects the so-called “boomerang effect,” the aftermath of the COVID-19 pandemic. The typical senior household contains two adults aged 55 to 74.

Age of Respondent:

The individual ages of respondents are tabulated in the following table for both groups.

<i>Age of Respondent</i>	<i>All Residents</i>	<i>Seniors</i>
18-24	8%	0%
25-34	13%	0%
35-44	20%	0%
45-54	14%	0%
55-64	11%	37%
65-74	29%	52%
75 and over	6%	11%
Refused to say	0%	0%

The median age of all residents is 51.6 years old, consistent with other first and second ring suburbs. The median age of seniors living in White Bear Lake is 66.1 years old, younger than the average for most suburban communities.

Employment:

Sixty-three percent of all residents and thirty-six percent of seniors report working full-time or part-time. Of the residents who work, 20% work from home, and full-time workers are 61% of this group. Among seniors who work, 14% work from home, and 55% of this group does so full-time.

Financial Situations:

Initially, respondents in both groups were questioned about the percentage of their income going to their monthly mortgage or rent. The table below compares the two samples.

<i>Percentage of Income going toward mortgage or rent</i>	<i>All Residents</i>	<i>Seniors</i>
More than 30%	25%	18%
About 30%	43%	37%
Less than 30%	26%	40%
Unsure/Refused to say	7%	6%

Not unexpectedly, seniors pay a lower share of their income toward their monthly mortgage or rent.

Next, respondents were asked about their total household income for last year. The median total household income for all city residents is \$68,300, while the median for seniors is \$67,500. The relative closeness of the median incomes for seniors and all residents is atypical and found in “gold collar” communities such as Woodbury, Lake Elmo, and Wayzata.

Finally, respondents were asked about the state of their current financial situation. Among all residents, thirty-one percent are “financially insecure” – either their “monthly expenses are exceeding their income” or “meeting their monthly expenses but are putting aside little or no savings.” Sixty-nine

percent, though, are “financially secure” – either “managing comfortably while putting some money aside” or “managing very well.” Among seniors, twenty-six percent are “financially insecure” – either their “monthly expenses are exceeding their income” or “meeting their monthly expenses but are putting aside little or no savings.” Seventy-two percent, though, are “financially secure” – either “managing comfortably while putting some money aside” or “managing very well.”

Gender of Respondents:

Among all residents, 51% self-classified as “female,” while 49% are “male.” Among seniors, 53% are “female,” and 47% self-classify as “male.”

Ward of Residence:

The table below shows each group’s Ward of residence.

<i>Ward of Residence</i>	<i>All Residents</i>	<i>Seniors</i>
Ward One	19%	17%
Ward Two	22%	24%
Ward Three	19%	18%
Ward Four	20%	19%
Ward Five	21%	22%

There is somewhat more variation in the residences of seniors than the total residential sample.

Conclusions and Implications:

1. In many ways, residents view their community as a “small town” near the core cities. The aspects of the community most valued are generally associated with cities and towns in Greater Minnesota: safety, small town ambience, sense of community, friendly people, and parks and trails. When these aspects are added to the suburban aspects of the community, such as location in the Metropolitan Area and strong and cohesive neighborhoods, residents have the best of both worlds. Of course, many of the perceived serious problems facing White Bear Lake are at the intersection of the two lifestyles, including high taxes, growth, aging community, and rising crime.
2. Residential mobility is too low to foster the growth of a new generation of residents. Even though it sounds contradictory, the low percentage of residents, particular seniors, who do not plan to move in the next five years both reflects the success of the community and the failure of inducing residents to move into more appropriate life-cycle housing.
3. Decision-makers may wish to consider attracting more types of senior housing, such as one-level homes and affordable multi-family housing as a catalyst to create more mobility.
4. Residents have done a remarkable job in maintaining their current residences. Majorities have made both interior and exterior improvements. Cost is not a serious barrier for most residents.

5. The optimal course for City decision-makers will be to enhance city services for current residents while providing more detailed information throughout the region about the Downtown Area and its retail and entertainment options.

Methodology:

This study contains the results of two samples of 400 randomly selected adult residents and 400 seniors over the age of 55 years old in the City of White Bear Lake. Professional interviewers conducted the survey by telephone between August 14th and 30th, 2023. The typical respondent took eight minutes to complete the questionnaire. The non-response rate was 5.5%. The results of the study are projectable to all adult City of White Bear Lake residents and White Bear Lake seniors within $\pm 5.0\%$ in 95 out of 100 cases.



City of White Bear Lake
Engineering Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Paul Kauppi, Public Works Director/City Engineer
Date: November 14, 2023
Subject: **Downtown Mobility and Parking Study Update**

SUMMARY

In February 2023, the City Council selected Short Elliot Hendrickson (SEH) to complete a Downtown Mobility and Parking Study. The study kicked off in April with the data gathering phase followed by an initial round of public engagement throughout the summer. During this time, a Steering Committee was also formed and has focused on the review of the data and public engagement along with identification of the needs and goals of downtown area.

BACKGROUND INFORMATION

The Downtown Mobility and Parking study kicked off in April of 2023. The first step was to gather data. Besides reviewing existing conditions, parking and traffic counts were completed along with a crash data review for the area. Also completed during the first half of the study was the public engagement component which consisted of a public open house along with two evenings spent at Marketfest.

The next step was to assemble the Steering Committee consisting of representatives of City Commissions, City Council, Mainstreet, EDC, Chamber of Commerce, business owners, Arts district and residents. The group has met two times and have reviewed and discussed the initial data analysis for parking and traffic along with a review of the initial design framework for mobility and circulation.

The remaining steps of the project include a review of public realm components and design alternatives followed by a second round of public engagement and property/business owner outreach. Additional Steering Committee meetings will be held to review these topics.

The presentation tonight will cover what has been completed to date along with the next steps of the study.

RECOMMENDATION

None – Information sharing only.

ATTACHMENTS

None



City of White Bear Lake
Engineering Department

MEMORANDUM

To: Lindy Crawford, City Manager
From: Paul Kauppi, Public Works Director/City Engineer
Date: November 14, 2023
Subject: **Engineering and Public Works Biannual Report**

SUMMARY

The Engineering and Public Works Department's biannual report will be presented, which will provide an overview of department activities and statistics over the last six months.

BACKGROUND INFORMATION

The Engineering and Public Works Department consists of the following divisions: Engineering, Streets, Sewer, Water, Parks & Facilities, Garage and Public Works Administration. The department is charged with the planning, design, construction and maintenance of the City's infrastructure including the City's streets, utilities, facilities and fleet of vehicles and equipment.

In addition, the department assists with many special events, partners with numerous other agencies and assists the residents of White Bear Lake with many request and questions.

RECOMMENDATION

None – Information sharing only.

ATTACHMENTS

None



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Lindy Crawford, City Manager
From: Caley Longendyke, City Clerk
Date: November 14, 2023
Subject: **Canvassing 2023 General Municipal Election Results**

SUMMARY

The City Council will consider adopting a resolution canvassing the votes for the 2023 general municipal election.

BACKGROUND INFORMATION

In accordance to Minnesota Statutes regulating the conduct of Municipal Elections, the City Council serves as the Canvassing Board for all Municipal Elections; the State Canvassing Board, which is comprised of five members, (Secretary of State, two Supreme Court Justices and two District Court Justices), canvasses all statewide elections.

The attached resolution declares Bill Walsh as Councilmember-elect representing Ward 1, Andrea West as Councilmember-elect representing Ward 3, and Steven Engstran as Councilmember-elect representing Ward 5. The official abstract will be published and distributed once made available. The document will contain more detailed information and statistics by polling location.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution canvassing the votes for the 2023 general municipal election.

ATTACHMENTS

Resolution
Official Abstract

RESOLUTION NO. 13276

**RESOLUTION CANVASSING RESULTS OF GENERAL MUNICIPAL ELECTION 2023
FOR THE CITY OF WHITE BEAR LAKE, MINNESOTA**

WHEREAS, the White Bear Lake City Charter has provided for a general municipal election on the first Tuesday after the first Monday in November; and

WHEREAS, the municipal general election was duly held on November 7, 2023; and

WHEREAS, the City Council canvasses the vote totals in accordance with Minnesota State Statutes; and

WHEREAS, the canvassed votes are as follows:

<u>OFFICE</u>	<u>VOTES</u>
Ward 1 Councilmember	
Bill Walsh	134
Write-in	12
Ward 3 Councilmember	
Andrea West	444
John Ficcadenti	394
Write-in	2
Ward 5 Councilmember	
Steven Engstran	103
Write-In	12

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota:

1. That, as a result of this General Election, the following persons are hereby declared elected to the office for the term of January 2024 to January 2028:

<u>OFFICE</u>	<u>ELECTED</u>
Ward 1 Councilmember	Bill Walsh
Ward 3 Councilmember	Andrea West
Ward 5 Councilmember	Steven Engstran

2. That the City Clerk is hereby authorized and directed to file a certified copy of this resolution with the County Auditor.

RESOLUTION NO. 13276

The foregoing resolution, offered by Councilmember Hughes and supported by Councilmember Edberg, was declared carried on the following vote:

Ayes: Edberg, Engstran, Hughes

Nays: None

Absent: Jones, Walsh

Passed: November 14, 2023

Dan Louismet, Mayor

ATTEST:

Caley Longendyke, City Clerk

Abstract of Votes Cast
In the Precincts of the City of White Bear Lake
State of Minnesota
at the Municipal and School District General
Held Tuesday, November 7, 2023

as compiled from the official returns.

Summary of Totals
City of White Bear Lake
Tuesday, November 7, 2023 Municipal and School District General

Number of persons registered as of 7 a.m.	9389
Number of persons registered on Election Day	26
Number of accepted regular, military, and overseas absentee ballots and mail ballots	106
Number of federal office only absentee ballots	0
Number of presidential absentee ballots	0
Total number of persons voting	1106

Summary of Totals
City of White Bear Lake
Tuesday, November 7, 2023 Municipal and School District General

KEY TO PARTY ABBREVIATIONS

NP - Nonpartisan

Council Member Ward 1 (White Bear Lake)

NP	WI
Bill Walsh	WRITE-IN
134	12

Council Member Ward 3 (White Bear Lake)

NP	NP	WI
John Ficcadenti	Andrea West	WRITE-IN
394	444	2

Council Member Ward 5 (White Bear Lake)

NP	WI
Steven Engstran	WRITE-IN
103	12

Detail of Election Results
City of White Bear Lake
Tuesday, November 7, 2023 Municipal and School District General

Precinct	Persons Registered as of 7 A.M.	Persons Registered on Election Day	Total Number of Persons Voting
62 1740 : WHITE BEAR LAKE W-1 P-1	2959	4	148
62 1760 : WHITE BEAR LAKE W-3 P-1	3006	20	841
62 1780 : WHITE BEAR LAKE W-5 P-1	3424	2	117
City of White Bear Lake Total:	9389	26	1106

Detail of Election Results
 City of White Bear Lake
 Tuesday, November 7, 2023 Municipal and School District General

Office Title: Council Member Ward 1 (White Bear Lake)

Precinct	NP	WI
	Bill Walsh	WRITE-IN
62 1740 : WHITE BEAR LAKE W-1 P-1	134	12
Total:	134	12

Office Title: Council Member Ward 3 (White Bear Lake)

Precinct	NP	NP	WI
	John Ficcadenti	Andrea West	WRITE-IN
62 1760 : WHITE BEAR LAKE W-3 P-1	394	444	2
Total:	394	444	2

Office Title: Council Member Ward 5 (White Bear Lake)

Precinct	NP	WI
	Steven Engstran	WRITE-IN
62 1780 : WHITE BEAR LAKE W-5 P-1	103	12
Total:	103	12

We, the legally constituted county canvassing board, certify that we have herein specified the names of the persons receiving votes and the number of votes received by each office voted on, and have specified the number of votes for and against each question voted on, at the Municipal and School District General held on Tuesday, November 7, 2023

As appears by the returns of the election precincts voting in this election, duly returned to, filed, opened, and canvassed, and now remaining on file in the office of the City of White Bear Lake Clerk. Witness our official signature at _____ in _____ County this _____ day of _____, 2023.

Member of canvassing board

Member of canvassing board

Member of canvassing board

Member of canvassing board

Member of canvassing board

Member of canvassing board

Member of canvassing board

State of Minnesota
City of White Bear Lake

I, _____, Clerk of the City of White Bear Lake do hereby certify the within and foregoing _____ pages to be a full and correct copy of the original abstract and return of the votes cast in the City of White Bear Lake Municipal and School District General held on Tuesday, November 7, 2023.

Witness my hand and official seal of office this _____ day of _____, 2023.
