

**PLANNING COMMISSION MEETING  
AGENDA  
CITY OF WHITE BEAR LAKE, MINNESOTA**

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The City of White Bear Lake Planning Commission will hold its regular monthly meeting on Monday, March 26, 2018, beginning at 7:00 p.m. in the White Bear Lake City Hall Council Chambers, 4701 Highway 61.

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1. Call to order and roll call.
2. Approval of the March 26, 2018 agenda.
3. Approval of the February 26, 2018 Planning Commission meeting minutes.
4. **CASE ITEMS:**  
**Unless continued, all cases will go to the City Council meeting on Tuesday, April 10, 2018**
  - A. **Case No. 18-1-CUP:** A request by **Brenda Sweet** for a Conditional Use Permit, per Code Section 1302.125, for a home accessory apartment in the basement of the property located at 4961 Campbell Avenue.
  - B. **Case No. 18-3-V:** A request by **Lakeshore Players Theatre** for a 2 foot height variance from the 8 foot height requirement for a fence, per Code Section 1303.130, Subd.4.e.3, in order to retain the existing 6-foot tall wooden privacy fence at 4941 Long Avenue.
5. **DISCUSSION ITEMS:**
  - A. Comprehensive Plan: Transportation Element – postponed to April agenda
  - B. Comprehensive Plan: Public Facilities and Services Element
  - C. Comprehensive Plan: Parks and Recreation Element
  - D. City Council Meeting Summary from March 13, 2018
  - E. Park Advisory Commission Meeting Minutes from March 15, 2018
6. **ADJOURNMENT**

Next Regular City Council Meeting..... March 27, 2018  
Next Regular Planning Commission Meeting ..... April 30, 2018

**MINUTES  
PLANNING COMMISSION MEETING  
CITY OF WHITE BEAR LAKE  
February 26, 2018**

The regular monthly meeting of the White Bear Lake Planning Commission was called to order on Monday, February 26, 2018, beginning at 7:00 p.m. in the White Bear Lake City Hall Council Chambers, 4701 Highway 61, White Bear Lake, Minnesota by Chair Jim Berry.

**1. CALL TO ORDER/ROLL CALL:**

MEMBERS PRESENT: Chair Jim Berry, Marvin Reed, Ken Baltzer, Mark Lynch, and Erich Reinhardt.

MEMBERS EXCUSED: Peter Reis, and Mary Alice Divine

MEMBERS UNEXCUSED: None.

STAFF PRESENT: Anne Kane, Community Development Director; and, Samantha Crosby, Planning & Zoning Coordinator

OTHERS PRESENT: Neil Tessier, Bernie Reiland, Bryan Zimmerman, and Dan Engebretson

**2. APPROVAL OF THE FEBURARY 26, 2018 AGENDA:**

Member Reed moved for approval of the agenda. Member Lynch seconded the motion, and the agenda was approved unanimously (5-0).

**3. APPROVAL OF THE JANUARY 29, 2018 PLANNING COMMISSION MEETING MINUTES:**

Chair Jim Berry questioned if any members had any additions or changes to the January 29, 2018 minutes. No comments or changes were made.

Member Baltzer moved for approval of the minutes. Member Reinhardt seconded the motion, and the minutes were approved unanimously (5-0).

**4. CASE ITEMS:**

**A. Case No. 15-1-Sa2:** A request by **Northern Tool and Equipment** for an Amendment to an approved Planned Unit Development, per Code Section 1303.170, to increase the exterior display area of large size merchandise from six to fifteen parking stalls, for the property located at 3201 White Bear Avenue.

Crosby discussed the case. Staff recommended approval of the Planned Unit Development Amendment subject to conditions.

Berry opened the public hearing.

Dan Engebretson, Director of Real Estate for Northern Tool and Equipment, commented on staff's concerns about the diversity of items to be displayed in the exterior display area. He stated that they often times have multiples of one product, for which they know has high demand and will easily sell. Engebretson stated that if they do not have the items available on hand, then they will lose sales to the competition. He stated that they currently have 10 trailers on display, with three (3) of one model at the store. He asked that the commission please take this fact into account and then he thanked them for their consideration.

Reinhardt asked how retailers, like Home Depot, sell their trailers if they do not have them parked outside. Engebretson replied that other retailers, like Home Depot, will bring the items in as seasonal items. Engebretson then stated that most large retailers will have an enclosed display area near the lawn and garden section of the store.

Reinhardt asked if that is how Sam's Club sells their trailers. Engebretson stated that Sam's Club does not have an enclosed display area; therefore, they will often times put these items outside the automotive section of the store.

Baltzer asked if they track the sales history to determine the need for having a particular type of trailer on display. Engebretson responded yes, and stated that in fact they conduct market research in advance to see what trailers will sell and where their highest demand is coming from.

Baltzer then asked if Engebretson could state what the maximum number of duplicates would be at one time. Engebretson replied that he was comfortable saying that the maximum number of duplicates would be three (3) on any given month.

Reed asked if there were any other designated indoor storage areas on site. Engebretson replied no, the exterior area under discussion was their only storage area.

Baltzer asked if the trailers were stored overnight, and if they were locked up. Engebretson stated that they were stored overnight and locked up.

Reed inquired about the location of their distribution center. Engebretson stated that they get the trailers directly from the manufacturers and that they only get shipments every two weeks. He then stated that this is different from other retailers, like Home Depot who, because of their volume, have more leverage on when they can order shipments.

Baltzer asked which end of the lot was the storage area located and what portion of the 15-stall area would be used for used for storing trailers. Engebretson replied that the storage area was located at the west end and he clarified that all 15 stalls would be used for storing trailers. He then stated that they were requesting to allow for seasonal items such as log splitters to be stored in the place of a trailer.

Baltzer confirmed that there would be no more than three (3) duplicate models of trailers on display at once. Engebretson agreed with this statement, and he commented that although some of the trailers may look very similar, there are slight variations from model to model, such as capacity.

Reinhardt inquired if trailer sales were becoming a large part of their business. Engebretson replied that trailer sales are certainly a growing part of their business. He then stated that over all, trailer sales were less than 10 percent of their total sales.

Reinhardt commented that when this request originally came through the commission for approval, he had assumed there would be items beyond just trailers displayed in the area. Engebretson stated that because they have room inside the store for those smaller items, they don't really need anything beyond trailers outside.

As no one else came forward, Berry closed the public hearing.

Reinhardt asked if the City has received any calls of complaint or concerns from the residents. Crosby responded that we have not.

Lynch voiced a concern that if the sales were to go well, then he thought the applicants might be back again to request another amendment to allow for more than three (3) duplicates. He then stated that, if this were the case, he would like if they were to come back and request another amendment in the future.

Baltzer moved to recommend approval of Case No. 15-1-Sa2, with an amendment to condition 5.d, that the number of duplicate items not exceed 3. Member Reed seconded the motion. The motion passed by a vote of 5-0.

Berry explained that this matter would be addressed by the City Council on March 13, 2018.

**B. Case No. 18-2-V: A request by St. Pius X Catholic Church for seven variances in order to reconstruct the existing parking lots:**

- i. A 24-foot variance from the 30-foot hard-surface setback required along Highland Avenue, per code section 1302.050, Subd.4.17.a.1;
- ii. A 30-foot variance from the 40-foot hard-surface setback required along Cedar Avenue, per 1303.050, Subd.6.e;
- iii. A 7-foot variance from the 40-foot hard-surface setback required along Kinglsey Avenue, per the same;
- iv. A 31-stall variance from the 244-stall parking requirement, per 1302.050, Subd.8;
- v. A 14-tree variance from the requirement for 39 trees around the perimeter of the parking lot, per 1302.050, Subd.4.h.16;
- vi. A 361-shrub variance from the requirement for 361 shrubs around the parking lot perimeter, per 1302.050, Subd.4.h.16; and
- vii. A variance to allow 4 of the internal island trees to be evergreens instead of shade trees per 1302.050, Subd.4.h.16;

for the property located at 3878 Highland Avenue.

Crosby discussed the case. Staff recommended approval of the seven variances subject to conditions.

Lynch inquired about the details of 3881 Highland and the parking agreement that was described in the staff report. Crosby replied that 3881 Highland used to be owned by the church. She also stated that the parking agreement was still in place even though the church no longer owned the parcel located at 3881 Highland.

Lynch asked if variance request number iv. was in addition to the existing parking variance. Crosby confirmed that. She added that at this time they were only considering a 31-stall variance because the previous parking variance would not be amended nor revoked.

Berry inquired about variance number vi. for shrubs. Crosby stated that maintenance of the fence and shrubs would both be difficult if both items were required to be installed on site.

Berry further inquired about the landscaping being required. Kane asked Berry to clarify if he was talking about the perimeter shade trees or the perimeter shrubs. Berry stated he was referring to the shrubs.

Crosby explained that the trees would provide more benefits than the shrubs would. She also stated that staff felt this plan would work best with the existing fence and the existing landscaping that was already on site.

Lynch inquired about the high number for the shrub requirement. Crosby clarified that the number of shrubs was high because of the large size of the parking lot.

Kane commented that the property fronts on 4 different roadways and stated that there have been several changes and updates since the parking lot was installed back in 1991.

Berry opened the public hearing.

Neil Tessier, the Engineer for the proposed project, appeared before the commission and stated that there were representatives from the church present as well.

Lynch inquired about the time line for the project. Tessier stated that the project would be conducted in phases that were yet to be determined. He stated that the church was planning to remain open and that the parking lots would be worked on accordingly to allow for church services to continue.

Berry asked Tessier to talk about the trees. Tessier stated that they will be planting Maple trees, and he stated that they felt the spacing requirements should be lowered because of how the trees would grow. Tessier commented on the trees being planted on City property. He also stated that they did not want to plant the trees so close to the ball field. He stated that there would be 112 trees on site once the project was completed. He said they would use the

25-foot spacing requirement along Highland and Cedar; however, he recommended that this spacing standard be increased for future projects throughout the City.

Berry asked how the snow plowing would be handled. Tessier stated that was another reason for not wanting to plant the shrubs. He said that instead they have proposed the shrubs as foundation plantings around the base the building. He also stated that the fence is not for aesthetic purposes, but rather for the children that play in the area.

As no one else came forward, Berry closed the public hearing.

Lynch commented on the proposed decorative fence being a nice improvement from the existing chain link fence. He also stated that he would not be opposed to moving the trees away from the ball field and off of Midland Ave. Lynch stated that the trees could be planted elsewhere on site as Tessier requested, but that he would like to hear other members opinions on it as well. Crosby stated that staff has had many conversations with the applicants on this topic already and there are many characteristics on site that prohibit the trees from going elsewhere. Crosby stated that staff strongly felt that the Midland Ave area was the most receptive place for the new trees to go.

Berry stated that he was okay with not requiring the additional trees; he thinks they will get in the way of the first base line. Batlzer agreed.

Lynch inquired then if a different type of tree would be better suited for that area. Crosby suggested ornamental trees, which are much smaller than overstory trees.

Reinhardt stated that he did not see the need for the trees to be planted along the Midland Ave right-of-way. He suggested striking the second part of condition 5.a and all of condition 6.

Kane inquired if Reinhardt was making a motion and recommended that the landscape plan be revised to space the trees 25 feet on center, as required by code.

Member Lynch moved to recommend approval of Case No. 18-2-V with the proposed amendments to staffs recommended conditions. Member Reinhardt seconded the motion. The motion passed by a vote of 5-0.

Berry explained that this matter would be addressed by the City Council on March 13, 2018.

## **5. DISCUSSION ITEMS:**

### **A. City Council Meeting Minutes of February 13, 2018.**

Member Lynch inquired about the status of the Lake Level Lawsuit and asked if there would be a residential watering ban this summer. Kane stated that she was not present at the last City Council Meeting, but stated that the appeal is still in process, so she did not believe that was final at this time.

**B.** Park Advisory Commission Meeting Minutes of February 15, 2018.

No discussion

**6. ADJOURNMENT:**

Member Baltzer moved to adjourn, seconded by Member Lynch. The motion passed unanimously (5-0), and the February 26, 2018 Planning Commission meeting was adjourned at 7:48 p.m.



**City of White Bear Lake**  
COMMUNITY DEVELOPMENT  
DEPARTMENT

## *MEMORANDUM*

**TO:** The Planning Commission

**FROM:** Michael Hermann, Planning Intern

**DATE:** March 22, 2018 for the March 26, 2018 Planning Commission Meeting

**SUBJECT:** Brenda Sweet, 4961 Campbell Ave - Case No. 18-1-CUP

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### REQUEST

The applicant, Brenda Sweet, is requesting approval of a Conditional Use Permit (CUP) for a home accessory apartment. The request complies with all aspects of the Home Accessory Apartment code in order to establish a mother-in-law dwelling unit. See applicant's narrative.

### SITE CHARACTERISTICS

The property is located on the west side of Campbell Ave at 10<sup>th</sup> Street. The site has one access point onto Campbell. The 12,200 square foot parcel is an irregular-shaped lot that contains one two-story residence with an unfinished basement and a two car attached garage.

### ZONING/BACKGROUND

The subject site is zoned R-3 - Single Family-Residential. All surrounding properties are also zoned R-3. According to Ramsey County, the home was built in 1989. The applicant has been living at the residence for almost a year.

The City has long supported the diversity in housing stock and additional density created by Accessory Dwelling Units. The Home Accessory Apartments ordinance was formally established in 2002, however, the City has approved small in-home units via Special Use Permit since at least 1984. Since 2002, the City has approved 4 units under the current ordinance (all in the last 6 years), none of which have generated any complaints from neighbors or any issues with the City.

### ANALYSIS

The zoning code limits accessory units to not more than 880 square feet in area, or 40% of the habitable area within the single family home, whichever is less. In this case, the unit is 417 habitable square feet in size, and 39% of the "habitable" area of the principal unit, so it complies with code.

The code states that the unit shall have a habitable floor area of not less than 200 sq. ft. for the first occupant and at least 100 square feet for each additional occupant. At 417 square feet of habitable space the unit can readily support the tenant.



The code also requires that the owner of the single family structure reside in the principal structure, which is the case in this situation. The applicant states that she is the mother-in-law of the homeowners, Dustin and Kristie Holman. The accessory unit, being in the basement, is not visible from the front of the property, although there will be a covered staircase constructed on the south side of the residence to provide access to the basement. A casual observer would not know that there is an accessory unit present. Therefore, if the residence is well-managed, no one would know the difference. Staff therefore supports the request.

### **SUMMARY**

The City's discretion in approving or denying a Conditional Use Permit is limited to whether or not the proposal meets the standards outlined in the Zoning Ordinance, however, additional conditions may be imposed as the Council sees fit. Staff has reviewed the proposed request against the standards and finds that, they have been met, subject to the conditions recommended below.

### **RECOMMENDATION**

Staff finds that the proposed project is consistent with the Comprehensive Plan and meets the standards of the zoning ordinance; and consequently recommends approval of the CUP subject to the following conditions:

1. All application materials, maps, drawings, and descriptive information submitted with this application shall become part of the permit.
2. Per Section 1301.050, Subd.4, if within one (1) year after granting the Conditional Use Permit, the use as allowed by the permit shall not have been completed or utilized, the permit 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. This conditional use permit shall become effective upon the applicant tendering proof (ie: a receipt) to the City of having filed a certified copy of this permit with the County Recorder pursuant to Minnesota State Statute 462.3595 to ensure the compliance of the herein-stated conditions. Proof of such shall be provided prior to the issuance of a rental license.
4. The right to rent the accessory apartment ceases upon transfer of title unless reissued by the City Council.
5. Per Section 1302.125, Subd. 4.a, the owner of the single family structure shall reside in the principal structure. The permit becomes null and void if the owner ceases to reside in the residence. The accessory apartment shall remain an accessory rental apartment, owned by the occupant of the principal structure. There shall be no separate ownership of the accessory rental apartment.
6. The number of vehicles associated with the principal residence and accessory unit together shall not exceed that which can fit in the garage and on the driveway.

7. The number of occupants of the accessory apartment shall not exceed two (2) tenants.
8. The owner shall sign the Rental Property Licensing Exemption for Relative Homestead Occupancy.
9. The owner shall obtain a rental license prior to renting out the unit to anyone who is not related.
10. The applicant shall verify lot lines and have the property pins exposed at the time of inspection.

**Attachments:**

1. Draft Resolution of Approval
2. Location/Zoning Map
3. Applicant's Narrative (2 pgs)
4. Site Plan
5. Elevations (2 pgs)
6. Floor Plans (2 pgs)
7. Schreier Email dated March 21, 2018

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION GRANTING A CONDITIONAL USE PERMIT FOR  
4961 CAMPBELL AVE  
WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

**WHEREAS**, a proposal (18-1-CUP) has been submitted by Brenda Sweet to the City Council requesting approval of a Conditional Use Permit of the City of White Bear Lake for the following location:

**LOCATION:** 4961 Campbell Avenue

**LEGAL DESCRIPTION:** Lot 8, Block 2, PARISEAU ADDITION, Ramsey County, MN (PID # 143022210013)

**WHEREAS, THE APPLICANT SEEKS THE FOLLOWING RELIEF:** A Conditional Use Permit for a 417 square foot Home Accessory Apartment per Code Section 1302.125; and

**WHEREAS**, the Planning Commission has held a public hearing as required by the city Zoning Code on March 26, 2018; and

**WHEREAS**, the City Council has considered the advice and recommendations of the Planning Commission regarding the effect of the proposed variance 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 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. Traffic generation will be within the capabilities of the streets serving the site.

**FUTHER, BE IT RESOLVED**, that the City Council of the City of White Bear Lake hereby approved the request, subject to the following conditions:

1. All application materials, maps, drawings, and descriptive information submitted with this application shall become part of the permit.
2. Per Section 1301.050, Subd.4, if within one (1) year after granting the Conditional Use Permit, the use as allowed by the permit shall not have been completed or utilized, the permit 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. This conditional use permit shall become effective upon the applicant tendering proof (ie: a receipt) to the City of having filed a certified copy of this permit with the County Recorder pursuant to Minnesota State Statute 462.3595 to ensure the compliance of the herein-stated conditions. Proof of such shall be provided prior to the issuance of a rental license.
4. The right to rent the accessory apartment ceases upon transfer of title unless reissued by the City Council.
5. Per Section 1302.125, Subd.4.a, the owner of the single family structure shall reside in the principal structure. The permit becomes null and void if the owner ceases to reside in the residence. The accessory apartment shall remain an accessory rental apartment, owned by the occupant of the principal structure. There shall be no separate ownership of the accessory rental apartment.
6. The number of vehicles associated with the principal residence and accessory unit together shall not exceed that which can fit in the garage and on the driveway.
7. The number of occupants of the accessory apartment shall not exceed two (2) tenants.
8. The owner shall sign the Rental Property Licensing Exemption for Relative Homestead Occupancy.
9. The owner shall obtain a rental license prior to renting out the unit to anyone who is not related.
10. The applicant shall verify lot lines and have the property pins exposed at the time of inspection.

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

Ayes:

Nays:

Passed:

\_\_\_\_\_  
Jo Emerson, Mayor

**ATTEST:**

\_\_\_\_\_  
Kara Coustry, 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.

\_\_\_\_\_  
Brenda Sweet (Applicant) Date

\_\_\_\_\_  
Dustin Holman (Owner) Date

N.B.T.

SUBJECT SITE:  
4961 CAMPBELL AVENUE

R-3

GARDEN LN

11TH ST

10TH ST

9TH ST

8TH ST

7TH ST

6TH ST

5TH ST

4TH ST

3RD ST

P

14

B-2

R-4

R-4

DCBD

WOODCREST RD

CAMPANARO LN

GEORGIA LN

LEMIRE LN

WOOD AVE

CAMPBELL AVE

WALNUT ST

BALD EAGLE AVE

WOOD AVE

BELL AVE

CENTRAL AVE

BLOOM AVE



City of  
White Bear Lake  
Planning and Zoning Office  
(612)-429-8561

CASE NO. : 18-1-CMP  
CASE NAME : Sweet Home Access. Apt.  
DATE : March 26, 2018

Brenda Sweet  
4961 Campbell Ave  
White Bear Lake, MN 55110  
612-968-7054

To whom it may concern,


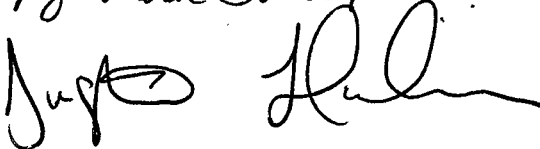
My name is Brenda Sweet. I am the mother and mother-in-law of Dustin and Kristie Holman. We all live at 4961 Campbell Ave with their son, my grandson, Brooks. I moved in with them almost one year ago. I want to finish their basement into a home accessory apartment/mother-in-law apartment because we have all agreed to make this a permanent living situation.

I have enjoyed living with them and in order to make this permanent I need to create a separate entrance to my new living space. In order for this to happen, a covered stairwell on the southside of their home will need to be constructed.

The home accessory apartment will have 475 square feet of habitable space which is 39% of the habitable space of the other two floors of their home. This is within the ruling of a home accessory apartment.

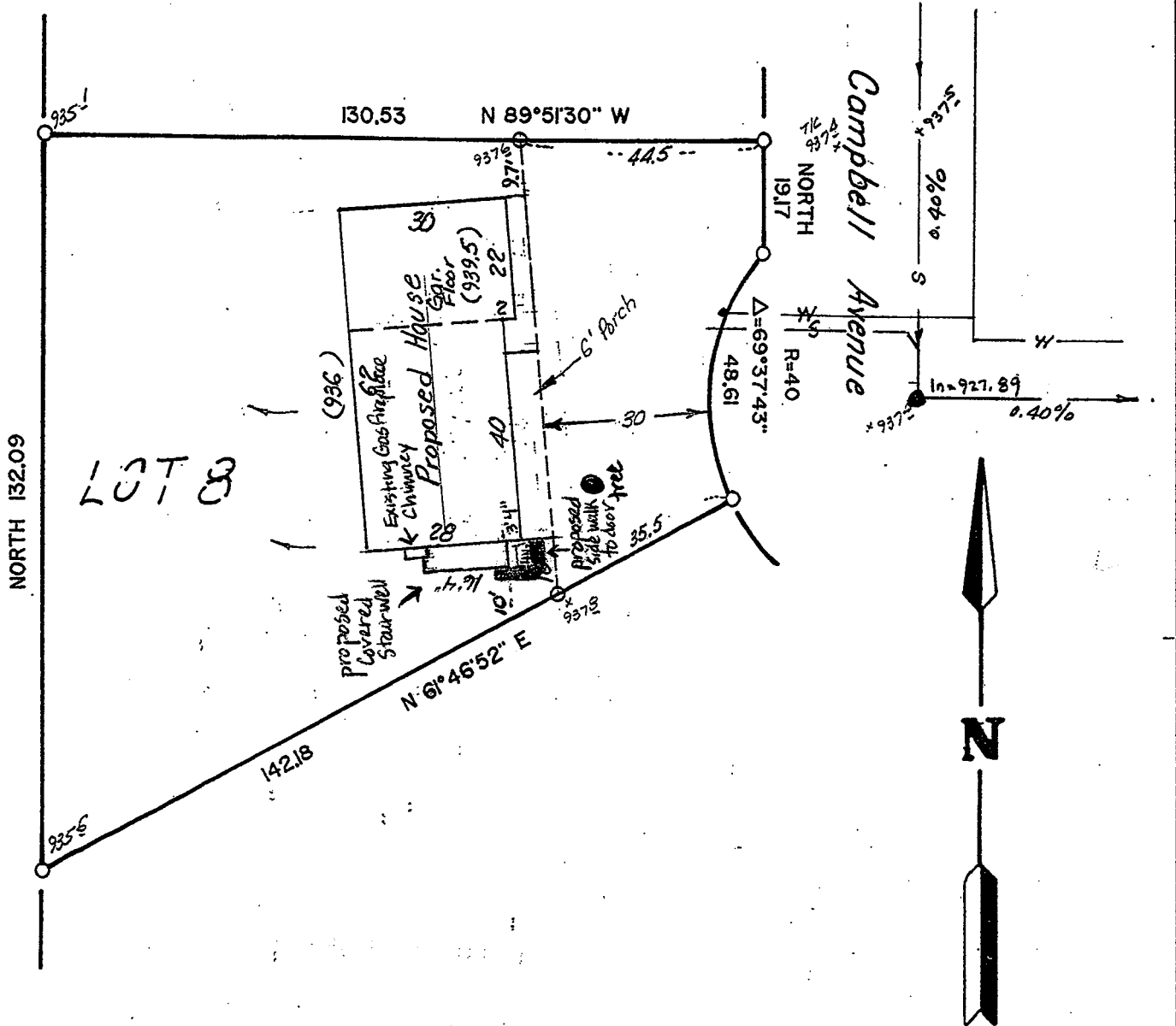
Dustin and Kristie are both teachers in the White Bear Lake School District and are also White Bear alumni. They plan to live in White Bear Lake forever and I would love to join them.

Thank you for your time and consideration,  
Brenda Sweet

# CERTIFICATE OF SURVEY

for  
Nature Homes, Inc.



Lot 8, Block 2, PARISEAU ADDITION,  
Ramsey County, Minnesota.

Scale: 1" = 30'  
o Denotes Iron  
Bearings Are Assumed

*Halman/Sweet*



**MIDWEST**

Land Surveyors &  
Civil Engineers, Inc.

7801 Sunnyside Road & Hwy. 10  
Mounds View, Minnesota 55112  
Tel: (612) 786-6909

We hereby certify that this is a true and correct representation of a survey of the boundaries of the above described land and of the location of all buildings, if any, thereon, and all visible encroachments, if any, from or on said land.

As surveyed this 23rd day of June, 1989

Rodney D. Halman  
Land Surveyor Minn. Reg. No. 10947

Job No. 89-142 Book - Page 58-22  
Revised 6-28-89





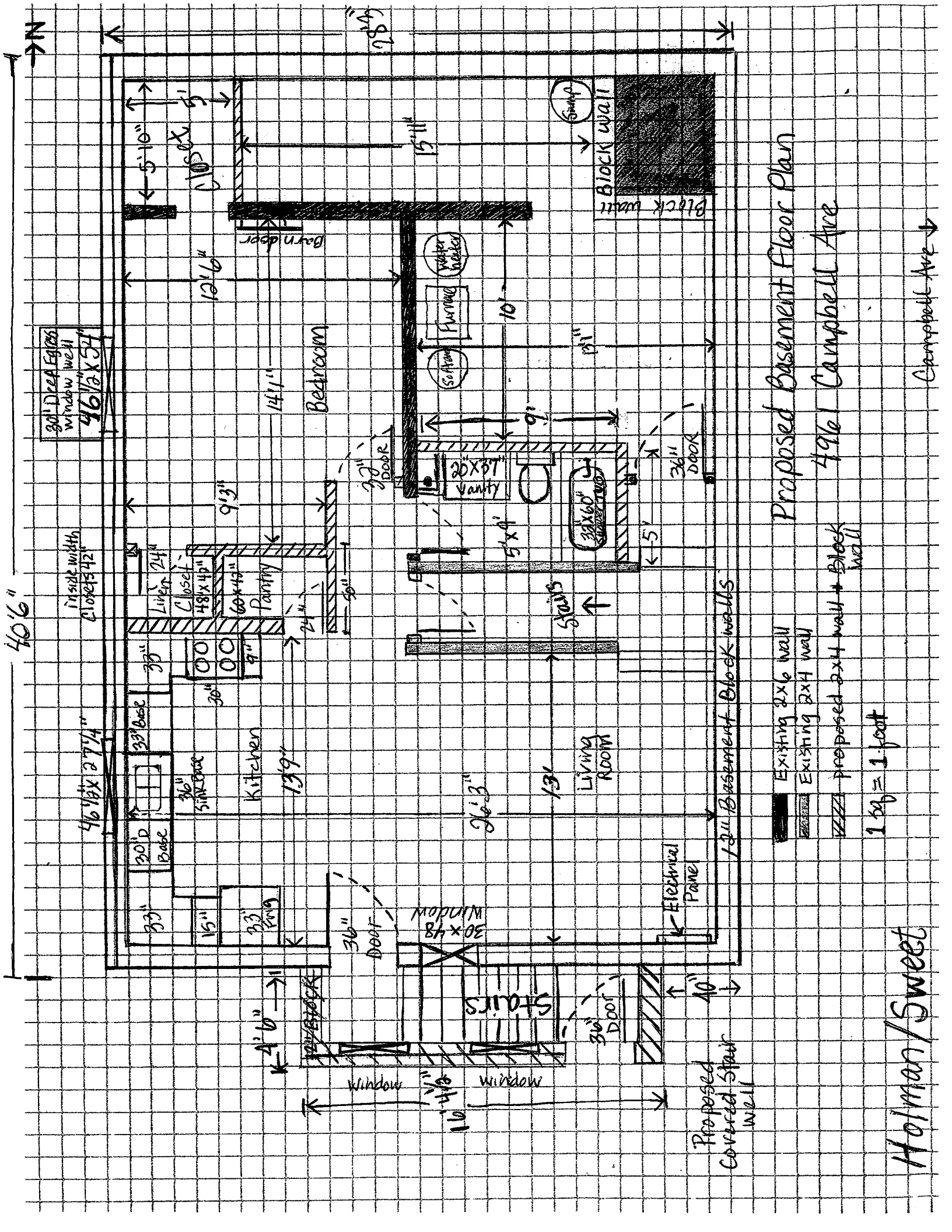
South side  
Holman Elevation

N →






Campbell Ave

Holman Front Elevation



Proposed Basement Floor Plan

4/9/6 Campbell Ave

-  Existing 2x6 wall
-  Existing 2x4 wall
-  Proposed 2x4 wall + Block wall

1" = 1'-0"

Holman/Sweet

Campbell Ave

Proposed Covered Stair Well

1 1/2" Basement Block walls

Block wall

Block wall

Sump

Water Heater

Furnace

Softener

20'x31" Vanity

33'x60" Shower

Stairs

Living Room

30'x48" Window

Stairs

Electrical Panel

Barn door

Bedroom

Kitchen

Pantry

48'x48" Closet

Living

9'3"

Bedroom

10'0"

5'10"

5'0"

14'1"

9'1"

9'3"

24"

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30"

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30"

30"

30"

N

40'6"

46'1 1/2 x 27'4"

46'1 1/2 x 51'

30' DREA EGROB window well

46'1 1/2 x 51'

40'6"

40'6"

40'6"

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**Sent:** Wednesday, March 21, 2018 11:36 AM  
**To:** Jacquell Nissen <[jnissen@whitebearlake.org](mailto:jnissen@whitebearlake.org)>  
**Cc:** Steven Schreier <[slmmschreier@usfamily.net](mailto:slmmschreier@usfamily.net)>  
**Subject:** Case NO 18-1-CUP zoning change request

Please forward below to correct department , Thank you

Dear City of White Bear Lake Planning and Zoning Office

I am against Case No 18-1-CUP, a request to change an owner-occupied single-family residence located within a single family home residential zoning district to a multi-unit home in a single family home residential zoning district. Allowing the request would set a precedent for multiple unit rental homes in a single family home residential zoning district. This would have a negative impact on home values in the area, as well as a lower the city tax base.

Also, street parking for this property is on a curve and is already limited, under 20 feet. Having additional living units and people with cars on this property would only make the parking situation worse. Parking on this curve causes it to be hazardous for pedestrians, children and drivers.

Sincerely

Steven and Leslie Schreier  
4995 Campbell Ave  
White Bear Lake MN 55110  
651-429-2945  
Date March 21, 2018



City of White Bear Lake  
COMMUNITY DEVELOPMENT  
DEPARTMENT

4.B

## MEMORANDUM

**TO:** The Planning Commission

**FROM:** Samantha Crosby, Associate Planner

**DATE:** March 21, 2018 for the March 26, 2018 Planning Commission Meeting

**SUBJECT:** Lakeshore Players, 4941 Long Avenue - Case No. 18-3-V

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### **REQUEST**

Lakeshore Players is requesting a 2 foot variance from the 8 foot height requirement for a privacy fence, in order to retain the existing 6 foot tall wooden privacy fence. See applicant's narrative.

### **SITE CHARACTERISTICS**

The 2.76 acre site is comprised of two parcels – 4941 and 4951 Long Avenue. The 21,560 square foot performance theater is expected to open next month, on April 26, with their first performance, "In the Woods".

### **ZONING**

The subject site is zoned B-4 – General Business, as are the properties to the north and to the east (across Highway 61). The properties to the south are zoned DCB – Diversified Central Business District and R-3 – Single Family Residential. The properties to the west are zoned R-3 – Single Family Residential.

### **BACKGROUND**

In September of 2014 the City approved two Conditional Use Permits (CUPs) in order to facilitate the redevelopment of the site from a plant nursery into the theater. The Conditional Use Permits were for business abutting residential and for a 14 foot deviation from the 36 foot height limit for the fly. In 2017, the City approved an amendment to the approved CUPs to increase the size of the theatre to accommodate a Children's Performing Arts space.

Construction of the theater began in June of 2017. The landscape plan called out an 8-foot tall fence as required by code, but the fence detail, depicted on a different page, showed only a 6-foot tall fence. Given the conflicting instructions, the fence contractor installed a 6 foot tall fence, the more standard of the two fence heights.

### **ANALYSIS**

The fence is predominantly 6'-4" on average, but the ground grade varies, and in some spots, the fence sits on the ground making it roughly 6'-0" high. Hence the request for a full two foot

variance.

It is interesting to note that if the property was zoned residential, the theater use would still be allowed by Conditional Use Permit, but the screening fence would only be required to be 6 feet tall. Given that there is a scenario where the reduced height would be allowed by code, the requested variance seems reasonable. The theater was careful to preserve existing vegetation that served a screen between the site and some of the neighbors, so it would likely be open to providing additional vegetation as screening in certain locations if desired by neighbors due to this variance. The executive director for the theater did reach out to the abutting property owners in advance of requesting the variance from the City. Staff has not yet heard the results of these conversations, however mail notice was sent to all abutting property owners and no calls were received by staff.

The applicant's fence contractor, Midwest Fence, estimates that to remove and replace the fence would cost almost \$60,000, not including the cost to repair any landscaping or irrigation that might be damaged in the process. The cost to extend the fence an additional two feet is not as substantial, but the contractor has indicated that they would no longer warranty the fence and they recommend that the posts be upgraded from 4x4s to 6x6s. Also, the theater has aesthetic concerns about the final result.

The fence has not been inspected. A condition regarding this has been attached.

### **DISCRETION**

The City has a high level of discretion when approving or denying a variance because the burden of proof is on the applicant to show that they meet the standards of the ordinance. If the proposal is deemed reasonable (meaning that it does not have an adverse effect on neighboring properties, it is consistent with the comp plan, and it is harmony with the intent of the zoning code) then the criteria have been met.

### **RECOMMENDATION**

Staff recommends approval as requested, 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. The as-built drawings for the project shall verify the depth of the fence footings and the location of the fence in relation to the property lines.

### **Attachments:**

1. Draft Resolution of Approval
2. Location/Zoning Map
3. Narrative Request dated Feb. 12, 2018
4. Fence Elevation Graphic
5. Fence Location Graphic

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION GRANTING A FENCE HEIGHT VARIANCE FOR  
4941 LONG AVENUE  
WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

**WHEREAS**, a proposal (18-3-V) has been submitted by Lakeshore Players Inc. to the City Council requesting approval of a variance from the Zoning Code of the City of White Bear Lake for the following location:

**LOCATION:** 4941 & 4951 Long Avenue

**LEGAL DESCRIPTION:** Lot 5, Block 3, Auditor's Subdivision No. 48, Ramsey County, Minnesota. (PID #143022110038) and Lots 6 thru 9, Block 3, Auditor's Subdivision No. 48, Ramsey County, Minnesota (PID # 143022110077).

**WHEREAS, THE APPLICANT SEEKS THE FOLLOWING RELIEF:** A 2 foot variance from the 8 foot height requirement for a fence, per Zoning Code Section 1303.130, Subd.4.e.3, in order to retain the existing 6 foot tall wooden privacy fence; and

**WHEREAS**, the Planning Commission has held a public hearing as required by the city Zoning Code on March 26, 2018; and

**WHEREAS**, the City Council has considered the advice and recommendations of the Planning Commission regarding the effect of the proposed Variance 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 that the City Council accepts and adopts the following findings of the Planning Commission:

1. The requested variance will not:
  - a. Impair an adequate supply of light and air to adjacent property.
  - b. Unreasonably increase the congestion in the public street.
  - c. Increase the danger of fire or endanger the public safety.
  - d. Unreasonably diminish or impair established property values within the neighborhood or in any way be contrary to the intent of this Code.
2. The variance will be in harmony with the general purpose and intent of the City Code and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.
3. The special conditions and circumstances are not the result of actions of the owner or a predecessor in title.
4. The non-conforming uses of neighboring lands, structures, or buildings in the same district are not the sole grounds for issuance of the variances.



**FURTHER, BE IT RESOLVED**, that the City Council of the City of White Bear Lake hereby approves the requests, 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. The as-built drawings for the project shall verify the depth of the fence footings and the location of the fence in relation to the property lines.

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

Ayes:  
 Nays:  
 Passed:

\_\_\_\_\_  
 Jo Emerson, Mayor

**ATTEST:**

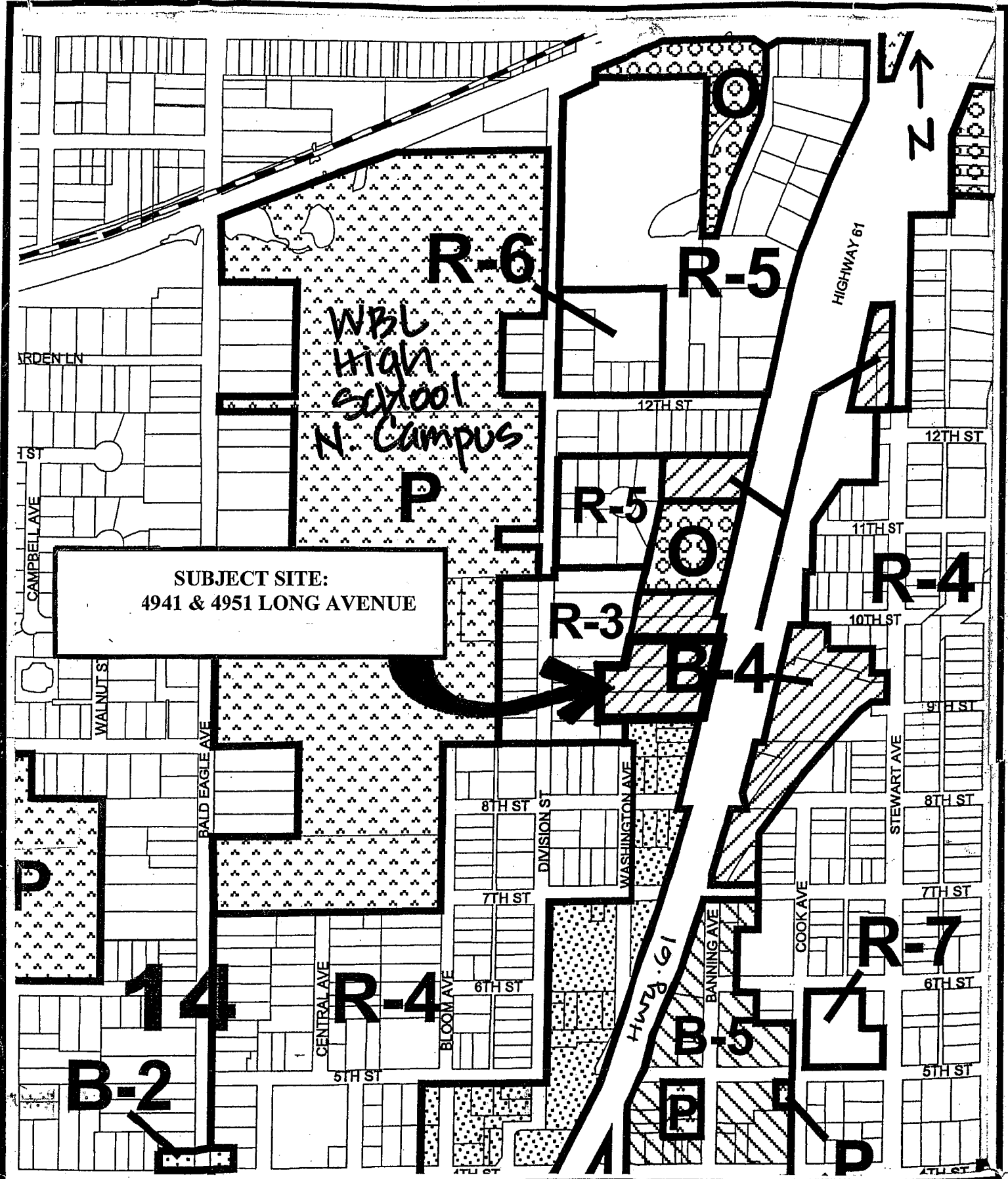
\_\_\_\_\_  
 Kara Coustry, City Clerk

\*\*\*\*\*

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.

\_\_\_\_\_  
 Rob Thomas, Managing Director Date



**SUBJECT SITE:**  
4941 & 4951 LONG AVENUE

City of  
White Bear Lake  
Planning and Zoning Office  
(612)-429-8561

CASE NO. : 18-3-V  
 CASE NAME : Lakeshore Players Fence  
 DATE : March 26, 2018

**February 12, 2018**

**Lakeshore Players Theatre  
Hanifl Performing Arts Center**

**Variance Request**

Lakeshore Players, Inc., D/B/A Lakeshore Players Theatre (LPT), is submitting the following request for a variance for the Hanifl Performing Arts Center (HPAC) located at 4933, 4941, 4951 Long Avenue, White Bear Lake, Minnesota 55110. The following items are provided as a part of the required Variance Application.

1. Narrative describing the Variance request for the fence height.
2. Variance drawings including site plan and construction drawing.

**Variance Narrative**

Request for a variance from the fence height restriction from Code Section 1303.130, Subd.4.e(3). Though LPT is zoned as a commercial property, it is not run like a typical commercial business. Business hours and usage of the parking lot will not be as consistent as a typical commercial business. There will be points throughout the day that the parking lot will only have a few cars coming and going. When a production is running, there will be short periods of the time when the parking lot is near or at capacity. That said, shows run a few days a week and not consistently weekly. The nature of the business is such that there are fewer peak parking times than a traditional commercial property.

We consider the HPAC a community center. A place for members of our community to gather and enjoy shared experiences that have a positive ripple effect on them, their families, the communities and the region (both artistically and economically.)

LPT has already acted on community input from residential neighbors regarding the fence. Extreme consideration was taken and decisions were made to accommodate neighbors' requests to keep trees that were on the property line or on the LPT side of the property line. LPT would like to be a good neighbor.

We've already built a beautiful 6' Western Red Cedar privacy fence. Though we understand it's no fault of the city, replacing or adapting the fence to a height of 8' would cost us considerable funds; unbudgeted funds that would otherwise apply directly to the programming-related areas of the capital project.

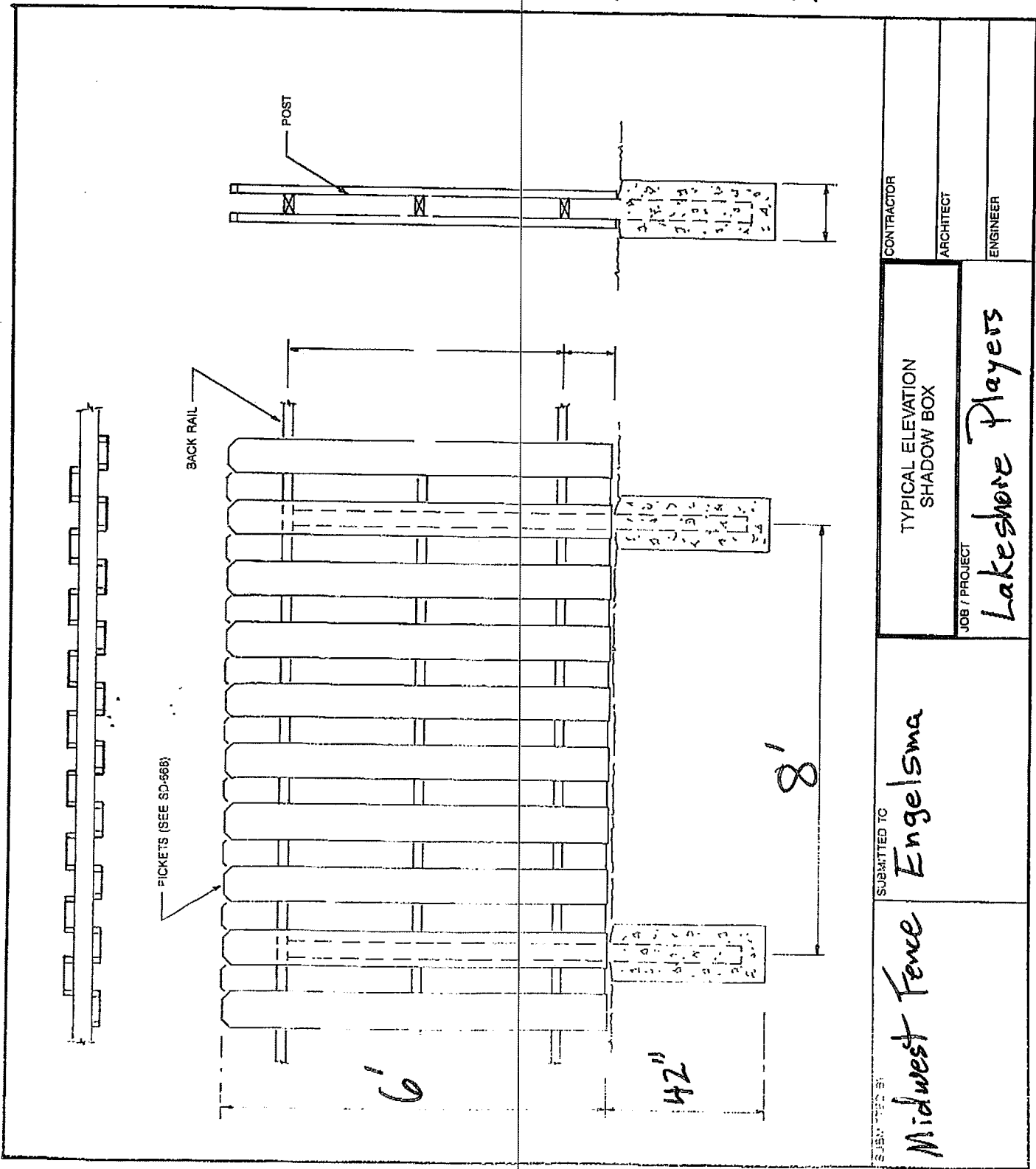
We respectfully ask that a variance be issued to allow us to keep the fence at the 6' height.



ROB THOMAS  
MANAGING DIRECTOR

All materials will be Western Red Cedar  
 3 - 2" x 4" Rails  
 1" x 6" x 6' Face Boards

4" x 4" x 9' Posts  
 Dura Cedar Pressure Treated  
 All Galvanized Ring Shank Nails



SUBMITTED TO	Midwest Fence	Engelsma	TYPICAL ELEVATION SHADOW BOX	CONTRACTOR
	Lakeshore Players		JOB / PROJECT	ARCHITECT
			ENGINEER	





**City of White Bear Lake**  
COMMUNITY DEVELOPMENT  
DEPARTMENT

**5.A**

***MEMORANDUM***

**TO:** The Planning Commission

**FROM:** Jesse Farrell, Assistant City Engineer

**DATE:** March 22, 2018 for the March 26 Planning Commission Meeting

**SUBJECT: Comprehensive Plan – Transportation Section Reschedule**

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Engineering and Planning staff have been meeting regularly to discuss key elements of the Transportation Section of the Comprehensive Plan. More time is necessary to complete the section, so we have rescheduled presentation before the Planning Commission to the April 30, 2018 meeting.



**City of White Bear Lake**  
COMMUNITY DEVELOPMENT  
DEPARTMENT

**5.B**

***MEMORANDUM***

**TO:** The Planning Commission

**FROM:** Samantha Crosby, Planning & Zoning Coordinator

**DATE:** March 22, 2018 for the March 26 Planning Commission Meeting

**SUBJECT: Comprehensive Plan – Public Facilities and Services**

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Staff has started to prepare the various elements of the Comprehensive Plan and is looking for feedback. The Public Facilities and Services chapter covers wastewater, solid waste and public facilities, such as municipal buildings. Connie Taillon, the City's Environmental Specialist, will attend the meeting to provide an overview and answer any solid waste questions that may arise. The City Engineer, Mark Burch, will also be present to answer any wastewater or public facility questions.

**Attachments:**

1. Draft Public Facilities and Services Section (16 pgs)

## DRAFT PUBLIC FACILITIES AND SERVICES

### Introduction

In the 2030 Comprehensive Plan, the “Public Utilities” chapter included water, wastewater, and stormwater. In this plan, ground water supply is located in the Natural Resources Section, and stormwater is covered in the Surface Water Management Plan (which is attached as [Appendix \\_\\_\\_](#)). This chapter now covers wastewater, solid waste and publicly owned and managed facilities outside of public parks.

### Wastewater

#### Inventory

Within the City of White Bear Lake the sanitary sewer system consists of 95.5 miles of sanitary sewer pipe including trunks and laterals. In addition, the community is serviced by several Metropolitan Council Environmental Services’ (MCES) lines consisting of gravity pipes, force mains and interceptors. These lines ultimately lead to the Metropolitan Wastewater Treatment Plant in St. Paul. The city maintains 12 lift stations. Also located within the city limits are two Metropolitan Council lift stations (L5 and L6). The location of these facilities are depicted on the Sewer Infrastructure Map.

Approximately 95% of the City’s wastewater flow is metered at the Metropolitan Council Meter #26 located in the southwest corner of the City. This meter measures the combined flow from White Bear Lake, White Bear Township, Birchwood, and Mahtomedi. The remaining wastewater flows to the north through White Bear Township and into the Metropolitan Council Meter #39. Table X-X shows the wastewater flow for the years 2008 through 2016:

**Table X-X**  
**Historic Wastewater Flow (million gallons)**

	TOTAL	% Change
2008	940.7	
2009	914.0	-2.8%
2010	918.5	0.5%
2011	921.3	0.3%
2012	833.1	-9.5%
2013	805.4	-3.3%
2014	880.2	9.2%
2015	836.7	4.9%
2016	889.8	6.3%

Source: Metropolitan Council Environmental Services, combination of metered and unmetered.



## Projections

The Metropolitan Council allocates growth projections by system components in Table X.X below. This allocation must be used in projecting future wastewater flows and system capacity to plan for additional infrastructure needs.

Table X.X

Forecast Year	Forecast Component	Population	Households	Employment
2010	MCES Sewered	23,779	9,940	10,428
2010	Unsewered	18	5	841
2020	MCES Sewered	24,300	10,500	11,160
2020	Unsewered	0	0	840
2030	MCES Sewered	25,000	11,200	11,460
2030	Unsewered	0	0	840
2040	MCES Sewered	25,800	11,700	11,660
2040	Unsewered	0	0	840

## Inter Community Service Areas

There are 4 intercommunity service areas as depicted on the Sewer Service Map:

1. White Bear Township provides sanitary sewer service to 5 businesses and one senior housing facility on Centerville Road north of Highway 96.
2. White Bear Township provides sanitary sewer service to 6 single-family houses located on the west side of the Northwest Avenue.
3. Vadnais Heights provides sanitary sewer service to the properties on the east side of Centerville Road south of Highway 96.
4. The City provides sanitary sewer service to various parcels in Mahtomedi, including the East Campus of Century College.

These intercommunity service areas were all in existence prior to December 31, 2008.

### Unserved Areas

Two areas of White Bear Lake are unsewered. The largest is on South Shore Boulevard, adjacent to White Bear Township. The City plans to provide sewer service to this area during upcoming road reconstruction. The other unsewered area is on Northwest Boulevard. This area could be served through an extension of White Bear Lake or White Bear Township sewer service.

### Private Septics

There are 20 remaining single-family properties that utilize “individual sewage treatment systems” (ISTS) – see sewer service map. Most of these 20 systems are located where city sanitary sewer service is unavailable. It is anticipated that once city sewer is extended, approximately half of these properties will connect. One of the properties is twelve acres in size and is anticipated to redevelop in the coming years, and connection would be required upon development.

The City has long had an ordinance which requires the owners of properties abutting a public right-of-way containing a main or lateral sewer to connect to the service. This connection must occur within 30 days after written notice is received from the City. This type of notification usually occurs when the city determines that the existing ISTS is failing. However, if the system is in good working condition, connection is not generally required. All new residential and commercial construction is required to connect to the city sanitary sewer system if available.

In 2014, the city updated its ordinance regulating the use of ISTS within the city. The ordinance adopts by reference Minnesota Rule Chapter 7080, 7081 and 7082, pertaining to the installation and use of ISTS. This ordinance establishes site criteria, construction and material guidelines, permitted alternative systems, operation and maintenance requirements, administration, licensing, and enforcement procedures. The City of White Bear Lake is responsible for administering this program.

The City sent notices to the septic systems owners within the City, notifying them of the ordinance and maintenance requirements, and asking them to report their inspection and pumping history every 3 years. Property owners who fail to pump and maintain their systems are required to have a compliance inspection performed by a third party licensed septic inspector to report the condition of their system. Systems that are failing are required by ordinance to be repaired or replaced or to connect to the City sewer if possible. Since the inception of the report and inspection program in 2010, 9 systems have been abandoned and the properties have connected to City sewer.

### Private Wastewater Treatment Facilities

In the City of White Bear Lake, private wastewater treatment plants are prohibited because of the prevalent availability of regional sewer services and because the development of these systems can have negative land use, public health and environmental impacts.

## Inflow and Infiltration

Two issues of concern are inflow and infiltration of clean water into the wastewater collection system. Clean water that enters the sewer system from cross connections with storm sewer, sump pumps, roof drains, or manhole covers is considered inflow. Infiltration is clear water that enters the sanitary sewer system through defects in the sewer pipes, joints, manholes, and service lines. This inflow and infiltration (I&I) of water can reduce the capacity of the system and increase the fees charged by the MCES. The City of White Bear Lake's I&I is relatively low. The Metropolitan Council monitors the overall system for general I&I and lets cities know if they find something that indicates the presence of I&I.

The City has undertaken many projects, city-wide, to eliminate I&I. Since 1994 when the sanitary sewer lining program began, the City has lined 12.8 miles of sanitary sewer mains and repaired many manholes. In the future, the City will continue to engage in similar inflow and infiltration reduction projects.

The City's municipal sewer system ordinance (Section 402 of the municipal code) addresses I&I and (at 402.040, Subd.14) states it is unlawful to discharge or cause to be discharged any sump pump, foundation drains or storm water into the sanitary sewer system. Some cities with unusually high I&I rates have a sump-pump inspection program to insure compliance with this requirement. However, this is not a necessity for the City of White Bear Lake at this time.

Goal: To provide a sanitary sewer system that is cost efficient, requires low maintenance, and provides high quality service.

### Objectives:

Promote the elimination of all remaining individual sewage treatment systems where municipal sanitary sewer is available and require all new structures to be connected to the municipal sanitary sewer system.

Continue to track the pumping and inspection of individual sewage treatment systems (ISTS) as required (every three years) and actively enforce the requirement that all ISTS comply with MPCA standards.

Promote the full metering of White Bear Township's flow through the City's system.

Prevent and reduce infiltration and inflow into the sanitary sewer system through careful construction, maintenance and rehabilitation practices.

To better track water use, explore the feasibility of installing water meters at public facilities.

## Solid Waste

The Minnesota Pollution Control Agency (MPCA) regulates solid waste in Minnesota. The State's waste management goal is to foster an integrated waste management system that protects the state's land, air, water, and other natural resources and the public health. Recognizing that waste has value and should be viewed as a resource, the state's goal of solid waste management is to use waste for its highest use on the Waste Hierarchy Scale (Figure X). The MPCA plan establishes solid waste criteria and objectives that emphasize the upper end of the hierarchy by promoting waste reduction, utilizing reuse/repair industries, recycling, recovering organic material, and energy recovery to minimize landfill disposal.

Figure X:



Minnesota Statute 473.803 requires Counties in the metro area to prepare County master plans that implement the state's plan. Solid waste management in the City must be consistent with the MPCA Policy Plan, Ramsey County Solid Waste Management Master Plan, and Washington County Waste Management Master Plan.

The MPCA policy plan sets quantifiable objectives through the year 2036 to reduce land disposal waste to 1% by 2025 through waste reduction, recycling, organics recovery, and resources recovery, as shown in Table X.X, below.

Table X.X: MPCA Landfill Reduction Objectives

Management Method	Metro Area MSW Management Objectives				
	2015	2020	2025	2030	2036
Waste Reduction <sup>1</sup>		1.5%	3%	4%	5%
Recycling <sup>1</sup>	45-48%	51%	54%	60%	60%
Organics Recovery <sup>1</sup>	3-6%	12%	14%	15%	15%
Resource Recovery <sup>2</sup>	32-34%	35%	31%	24%	24%
Maximum Landfill <sup>3</sup>	20%	2%	1%	1%	1%

1. Minimum amount of municipal solid waste (MSW) that must be managed by this method.
2. Amount of resource recovery expected to occur after maximizing reduction, recycling, and organics recovery.
3. Maximum amount of land disposal allowed. Does not include ash or residual from other processes.

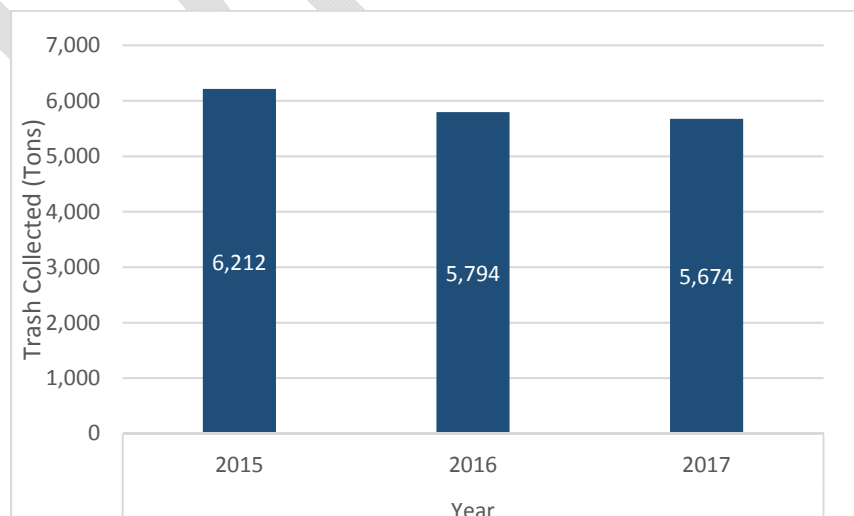
## Refuse

Through an ordinance and municipal contract, White Bear Lake residents have been provided citywide organized refuse and recycling collection services for the past 30 years. With organized collection, the City contracts with only one hauler for residential refuse and recycling collection, verses an open system where residents choose their own hauler. Among the many advantages of organized collection is reduced truck traffic, resulting in decreased street wear, vehicle noise, fuel consumption, and emissions.

The City's contract hauler uses an automated service that requires universal use of trash and recycling carts provided by the hauler. The trash carts are available in 30 gallon, 60 gallon, and 90 gallon sizes. The refuse fee is less for smaller cart sizes to encourage residents to minimize waste and increase recycling. To further encourage recycling, Ramsey County, Washington County, and the State of Minnesota impose a tax on refuse collection and disposal charges but not on recycling charges. Approximately 2/3 of the residential refuse bill pays for collection and 1/3 pays for disposal.

Refuse collected in Ramsey and Washington Counties is transported to a solid waste processing facility in Newport that prepares the waste to be used as fuel to generate electricity. In 2016, Ramsey and Washington Counties purchased the processing facility from a private company and renamed the facility the Recycling & Energy Center. Historically subsidies were needed to provide an incentive for haulers to bring trash to the Recycling & Energy Center because of the higher cost of processing over landfilling. Now that the Counties own the facility, all trash generated in both counties are required to be brought to the facility. This new ownership will create opportunities to divert additional materials from the waste stream.

*Figure 1. Residential Trash Collected Per Year*

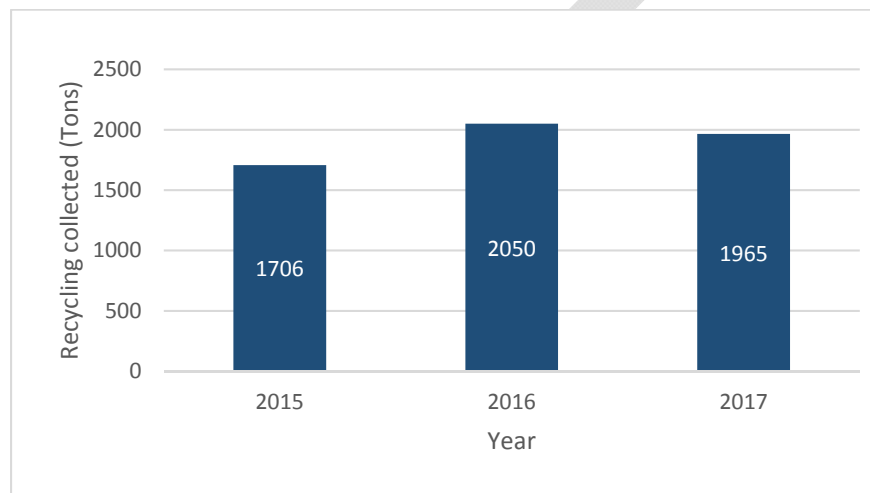


From Recycling and Energy Center WBL Tonnage Reports

## Recycling

White Bear Lake first implemented its curbside recycling program in 1988, whereby residents were required to sort recyclables by type. The recycling program has evolved considerably over the years and is now a single sort system in which all paper, plastics, metals and other recyclables are mixed together in one recycling cart that is provided by the City's residential contract hauler. Curbside recycling is collected once per week on the same day as refuse pickup and brought to a Materials Recovery Facility (MRF) where the materials are sorted, bundled, and shipped to end-user manufacturers.

*Figure 2: Residential Recycling Collected Per Year*



From Eureka Recycling WBL Tonnage and Revenue Reports

Ramsey and Washington Counties provide financial support to municipalities for municipal recycling and related programs using state SCORE (Select Committee on Recycling and the Environment) funds. SCORE is funded through revenue from the state tax imposed on trash collection and disposal. The City of White Bear Lake receives a portion of this money, on a per capita basis, from Ramsey and Washington Counties to provide partial support for the City's recycling program and related education initiatives. To receive SCORE funding the City must develop a County approved work plan. The County uses this work plan to verify and track City efforts and progress. The City's approved 2018 work plan is attached in Appendix XX.

Commercial, industrial, and multi-unit properties are not currently included in the City's organized refuse and recycling program and must choose their own trash and recycling hauler from a list of haulers licensed in the City. In 2017, the MPCA enacted a business recycling law (MN Statutes 115A.151) that requires public entities, commercial buildings, multi-unit properties, and sports facilities in the seven county metro area that contract for four cubic yards or more of solid waste collection to also collect at least three types of recyclable materials. In 2015, the City conducted site visits to all residential properties with more than four units as part of a larger research project funded by a Ramsey County Public Entities Innovation Grant (PEIG). The site visits identified only four properties out of thirty-eight that do not offer recycling for their tenants. A similar inventory has not yet been completed for businesses within the City.

Ramsey County and Washington County started the BizRecycling program in 2013 to help East Metro businesses reduce waste and improve recycling. BizRecycling connects businesses with recycling experts who can help identify recycling and waste reduction opportunities. They offer free on-site consultations, technical assistance, and grants of up to \$10,000 per business to start or improve business recycling.

### Yard Waste

State law prohibits the disposal of yard waste such as leaves, branches, weeds, and grass clippings in the trash. White Bear Lake residents may subscribe with the City's contacted hauler to have their yard waste picked up curbside for a fee. Alternatively, residents may bring their yard waste to one of seven Ramsey County yard waste collection sites free of charge. The closest site for White Bear Lake residents is located in White Bear Township off County Road J, west of Centerville Road.

### Organics

Food is the largest source of waste in Ramsey County, making up 26% of the total trash sent for disposal each year. This represents a loss of not only the food itself, but also the resources it took to grow, manufacture, distribute, and prepare. Ramsey County expanded services offered at their yard waste sites by adding drop-off organics collection in 2015. Residents can place bagged organic materials (food scraps and non-recyclable paper such as tissues, paper towels, and paper cups and plates) in the organics recycling dumpster located at each of the yard waste sites. Organics must be disposed of in compostable bags that are available free of charge at the yard waste sites. Organic waste collected at the yard waste sites are transported to commercial composting facilities where it is converted into a compost that can be used as a soil amendment. Ramsey County also promotes home composting of organics and yard waste by providing a discount on the price of compost bins as part of the Recycling Association of MN spring rain barrel and compost bin sale.

To meet the state's organics recovery goal of 15% by 2030, the Ramsey County Master Plan identifies strategies to co-develop and fund organics drop-off sites in each community. The City is currently working with Ramsey County to locate an organics drop-off site in one of the City's parks. The City is also required to provide curbside organics collection for residents by 2025. Curbside organics could be picked up by a separate hauler on a separate day - or a compostable bag could be used by the trash hauler to pick up the organics with the trash. The latter scenario is preferred by the City, as it will reduce trips, which both reduce carbon emissions and reduce wear and tear on the City's streets. It would also likely be easier for the residents to put everything out on the same day, without an additional cart.

In 2015, the City helped 11 nearby businesses in the downtown area collaborate to install a shared trash/recycling/organics dumpster and enclosure. The project involved seventeen public and private partners. The City received a Ramsey County Public Entity Innovation Grant for design and construction, and the businesses received BizRecycling grants for initial set-up and education. The project received a Recycling Association of Minnesota 2016 Green Project

Award and a League of Minnesota Cities 2017 City of Excellence Award. Twenty-four cubic yards of recyclables are now collected weekly, compared to the 18.3 cubic yards prior to the project's start – a 31.1% increase in volume. The hope is to be able to facilitate similar projects in the future, in order to expand services, consolidate pick-up, and beautify the area.

### Household Hazardous Waste

Residents in Ramsey, Washington, Hennepin, Anoka, Dakota, and Carver Counties can dispose of household hazardous waste (HHW) year-round at the Washington County Environmental Center located in Woodbury or the Ramsey County site at Bay West in Saint Paul. Ramsey County also offers mobile HHW sites at different locations from April through October. The City is working with Ramsey County to host a mobile HHW site in the future.

In 2016, the City of White Bear Lake Police Department partnered with Ramsey County to provide a medicine drop-off location at the Public Safety building for residents to properly dispose of unwanted medications. Proper disposal of medications is important to help prevent accidental poisoning or abuse and to protect our water resources. There are five other medicine drop boxes located throughout Ramsey County, however, maintaining a location close to our residents is a priority as convenience helps increase use.

### Electronic Waste

Electronic video display devices (VDDs) such as televisions, computer monitors, and laptop computers are banned from the waste stream. These devices include cathode-ray tubes (CRTs), which have been categorized as hazardous waste. White Bear Lake residents may dispose of electronics for a fee curbside through the City contract hauler or at the City spring and fall clean-up events.

Refuse Goal: Encourage residents and businesses to produce less waste.

### Objectives:

Continue to promote Trash to Treasure day.

Promote reuse centers, particularly the Ramsey County and Washington County household hazardous waste (HHW) sites.

Promote repair and exchange opportunities such as the Ramsey County fix-it clinics.

Provide information to residents to further waste reduction goals using elements of Ramsey County's outreach, education and promotional program materials.

Consider educating the public on the benefits of reducing consumption of material goods.



Recycling Goal: Seek to continually improve recycling services, especially in regards to efficiencies, ease of implementation, and practices that will improve rates and participation.

Objectives:

Strive for zero waste at City and public events.

Consider utilizing the Ramsey County fellowship program to help support City solid waste management goals.

Collaborate with Ramsey County to determine if small businesses (including multifamily properties) could participate in the City's recycling contract and actively engage those businesses to participate in the service.

Work with the City's contract hauler and Ramsey County to provide collection of bulky waste from single-family homes that prioritizes recycling and/or reuse.

Provide collection of textiles to single-family residences and multi-family dwellings by 2020. Consider other environmental impacts when developing the program.

Work with Ramsey County and haulers to establish a consistent dumpster labeling practice for multi-family dwellings.

Ensure recycling services are available at all multi-family dwellings by 2020 either by contracting for service or by enforcing ordinances and state statutes.

Consider updating ordinances to require more specific recycling capacity at multi-family dwellings, such as 1:1 trash to recycling volume.

Partner with Ramsey County to develop standards and explore certification program to be a part of BizRecycling for multi-family dwellings.

Partner with Ramsey County to provide standardized cart and dumpster recycling stickers for businesses (including multi-unit properties).

Inventory business recycling programs.

Promote the Ramsey/Washington Biz Recycling Program to businesses and institutions for organics recycling and other waste reduction and recycling programs.

Organics Goal: Provide organics recycling opportunities within the community.

Objectives:

Continue to promote back yard composting bins through the Recycling Association of MN (RAM) distribution events and County cost share program.

Partner with Ramsey County to install an organics dumpster on City property or work with Ramsey County and the City's contract hauler to begin blue bag curbside organics recycling by 2019.

Develop and implement a curbside organics program by the end of 2025. Consider other environmental impacts when developing the program.

Consider amending our topsoil requirements to include a certain percentage of compost in all construction projects.

HHW Goal: Continue to facilitate the proper disposal of Household Hazardous Waste.

Objectives:

Continue to work with Ramsey County to host a mobile HHW site in the City. Promote the event to adjacent communities.

Educate the public about local battery recycling programs.



In partnership with Ramsey County, continue to offer a medicine collection bin in the Public Safety Building.

## Public Facilities

The City has various reasons for acquiring property. If redevelopment of an area is anticipated, ownership of property in the area will give the City "a seat at the table" providing a greater ability to ensure the redevelopment serves the needs of the community. Acquisitions are also made in anticipation of future needs in relation to housing the operations of our public utilities and services. As the City grows, the public services grow and good planning foresees change and takes advantage of opportunities as they arise.

One of the improvements the Police and Fire Departments hope to implement is the construction of a public safety facility near Station One. Station One is currently at capacity, causing several vehicles with computer equipment to be parked outside. The City owns the two properties directly across Miller Avenue from the station and are currently utilizing one for surface parking. The site design and architecture of the facility should be respectful of the adjacent residential properties.

The former Public Works site is a potential candidate for redevelopment in conjunction with the future installation of a Rush Line BRT stop. Consequently, the current uses on that site, including storage for public works equipment and supplies, will need to be relocated. The City is currently researching possible alternative locations, including the properties directly north of the New Public Works site and the existing municipal cold storage building at 2365 Orchard






Lane. Additional exploration is needed and no one site may be the answer. Again, such decisions should be made with regards to the context of the surrounding neighborhood.

Building and site construction uses resources, generates waste, potentially generate emissions and change the ability of the land to absorb heat and water. Where possible, we should strive to preserve and retrofit existing buildings rather than build new. However, retrofit is not always possible. The new Public Works facility was constructed to LEED standards with features such as a green roof, solar panels and south facing windows. This project is a prime example of how public buildings are an opportunity to lead by example with resilient site design and sustainable infrastructure.

The City aims to improve the energy efficiency of our existing buildings through physical upgrades and procedural changes. Both normal maintenance activities (replacement of mechanical equipment as required) and special projects can contribute to reducing energy consumption to the extent possible. In addition, the City endeavors to power the remaining energy needs through renewable energy sources. It appears that the preferred method may be through rooftop solar panels on appropriate city-owned buildings, however, more analysis is needed. A secondary option would be to explore the pros and cons of participating in a community solar garden. The City is participating in the new CERTS partnership “Cities Charging Ahead”, whose members are leveraging the cohort for bulk purchasing, technical assistance sharing and other collaborative opportunities as they arise. The collaboration is also hoping to receive low-cost or no-cost fleet analysis from Xcel Energy for the purposes of introducing electric vehicles into municipal operations where appropriate.

**Goal:** For 40% of the City's municipal energy use to come from renewable energy by 2025, with a goal of 15% of this energy from on site sources, and for 70% of the City's municipal energy use to come from renewable sources by 2040, with a goal of 30% onsite generation.

**Objectives:**

-  Conduct an energy audit for all city owned buildings through Xcel Energy.
-  Continue to track energy use for all City-owned buildings and communicate results to staff and the community.
-  Complete the transition to indoor LED lighting and other operational changes in City-owned buildings.
-  Strive to install energy efficient, full cutoff outdoor lighting fixtures on City owned buildings and facilities.
-  Lead by example – design new and retrofit existing public buildings to incorporate LEED practices.

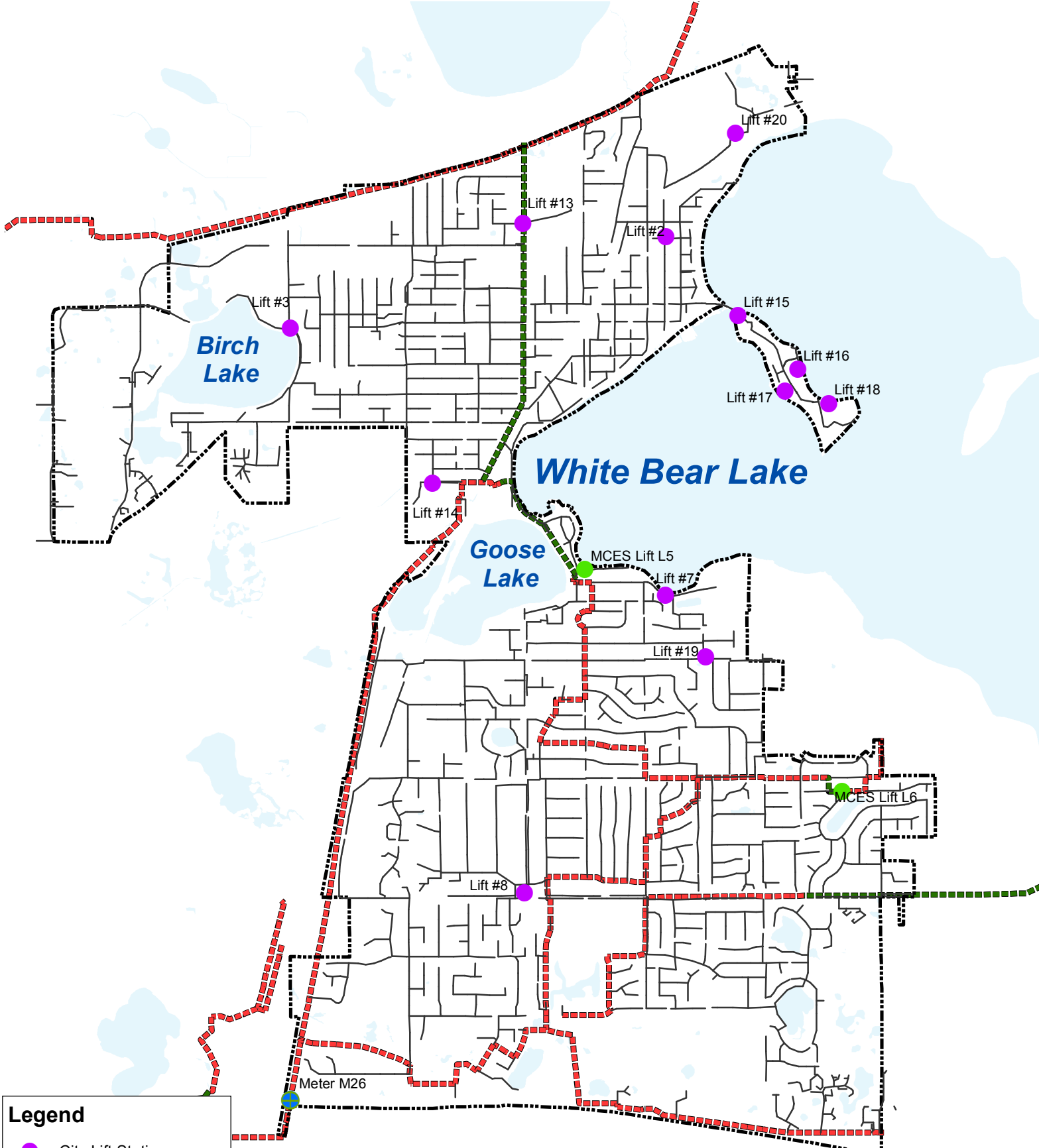


Lead by example – when a general fleet vehicle requires replacement, strive to purchase a low-emissions vehicle (electric or hybrid).



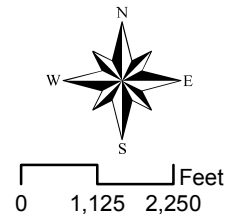
Engage in environmentally preferable purchasing and procurement practices, including less product consumption.

DRAFT



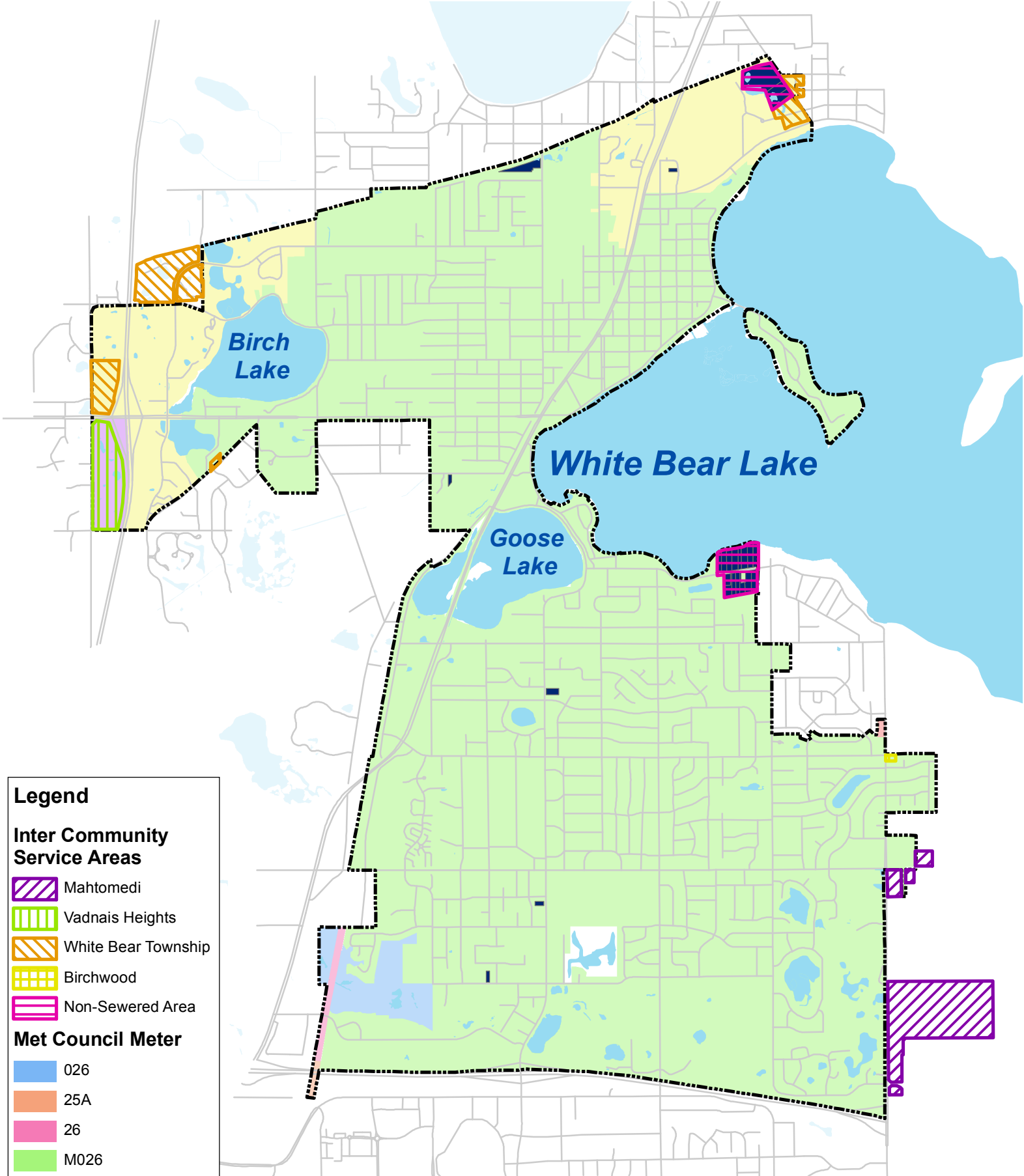
**Legend**

- City Lift Station
- Met Council Lift Station
- ⊕ Met Council Meter
- WBL Sewer Lines
- 1
- 2



**CITY OF WHITE BEAR LAKE  
2040 COMPREHENSIVE PLAN  
SEWER INFRASTRUCTURE MAP**

2018 DRAFT  
By the Community Development Department  
Utilizing Ramsey County GIS Data  
For More Information, Call 651-429-8561



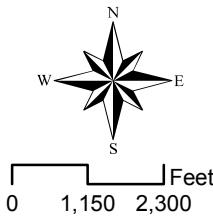
**Legend**

**Inter Community Service Areas**

- Mahtomedi
- Vadnais Heights
- White Bear Township
- Birchwood
- Non-Sewered Area

**Met Council Meter**

- 026
- 25A
- 26
- M026
- M028A
- M036
- M039
- Private Septic



**CITY OF WHITE BEAR LAKE  
2040 COMPREHENSIVE PLAN  
SEWER SERVICE MAP**

2018 DRAFT  
By the Community Development Department  
Utilizing Ramsey County GIS Data  
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## APPENDIX X.X

### CITY OF WHITE BEAR LAKE 2018 RECYCLING PERFORMANCE WORK PLAN

#### ACTION ITEMS:

1. Complete all 2018 SCORE requirements, including reporting on time and providing examples of all distributed outreach materials.
2. Send all outreach materials to Ramsey County for review *prior* to distribution.
3. Use hauler data to identify those not recycling and target educational materials.
4. Use Ramsey County materials when and where appropriate to promote increased recycling, medicine collection, HHW, Fix-It Clinics and yard waste participation.
5. Work with Ramsey County to educate on source separated organics drop off opportunities and move toward organics collection for all residents.
6. Regularly update recycling content on the municipality's website.
7. Ensure all multi-unit properties are meeting State law requirements to recycle and are receiving free Ramsey County resources.
8. Consider textile collection curbside opportunities.
9. Promote [BizRecycling](#) resources to businesses.
10. Ensure an efficient and effective bulky waste collection program that prioritizes recycling of bulky materials.
11. Increase opportunities for recycling and organics collection in public spaces (downtown area) at events and in parks. All recycling bins must be paired with a trash bin and in good condition.



**City of White Bear Lake**  
COMMUNITY DEVELOPMENT  
DEPARTMENT

**5.C**

***MEMORANDUM***

**TO:** The Planning Commission

**FROM:** Samantha Crosby, Planning & Zoning Coordinator

**DATE:** March 21, 2018 for the March 26 Planning Commission Meeting

**SUBJECT: Comprehensive Plan - Parks and Recreation**

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Staff has started to prepare the different elements of the Comprehensive Plan and is looking for feedback from the various commissions who influence these elements. The Parks Commission reviewed the initial draft of the Parks and Recreation Section at their March 15 meeting and had a few suggestions that will be incorporated. Staff will provide a verbal update the evening of the Planning Commission meeting.

**Attachments:**

1. Draft Parks and Recreation Language (5 pgs)
2. Draft Inventory Tables (4 pgs)
3. Draft Maps (4 pgs)



## DRAFT PARKS AND RECREATION LANGUAGE

### Introduction

Parks support community and individual well-being by providing the opportunity for physical activity and play, both structured and unstructured. Parks also facilitate social interaction, and interaction with nature and open spaces, which has been shown to reduce stress; all of which supports mental health. Finally, parks provide environmental benefits by providing stormwater capacity, natural habitat, and open space.

### Inventory

The City owns and manages approximately 239 acres of parks and open space, including 36 facilities described in Tables \_\_\_\_, \_\_\_\_, and \_\_\_\_, below.

Table \_\_\_\_: Parks and Open Space Classifications

Table \_\_\_\_: 2018 Inventory of Parks and Open Spaces

Table \_\_\_\_: 2018 Inventory of Park Amenities

Parks and Open Spaces Map - This map identifies all the recreational spaces within the City, both passive and active, including: city and county parks, sports fields and open areas on school properties, “private” parks (such as tot lots constructed to serve a specific apartment complex or townhome development), wetlands/natural areas. The map also identifies parks located just outside of the City’s municipal boundaries.

The City has a Playground Cost Share Program, which helps to finance improvements such as play equipment on White Bear area school properties. The program requires that the school keep the equipment open for public use. Recent examples include Frassati Catholic Academy, Level Up Charter and Willow and Lincoln Elementary Schools .

Parks, Open Space and Trails Map - This map shows how existing trails, sidewalks and bike lanes interact and connect with the parks and open space. (Note: this map does not include the private parks or parks located outside of the City’s boundaries.)

Park Coverage Map - The Trust for Public Land has launched a nation-wide “10-Minute Walk Campaign”, which is promoting the idea that everyone in urban America should live within a 10-minute walk to a high quality park. The City of White Bear Lake already exceeds this standard. If a 10-minute walk (a half-mile buffer) is applied, all properties within the City are within a buffer area. Therefore, the gap analysis for park coverage utilizes a 5-minute walk (a quarter-mile buffer). The analysis buffers all of the areas identified on the Parks and Open Space Map, except some wetlands. The three wetlands which were included are the Arts District wetland, The Rotary Nature Preserve and the Willow Marsh wetland. The reason for including these three are due to the existing trails or desire to install boardwalks within these areas, opening them up for passive access and enjoyment.

The analysis reveals only very narrow gaps in coverage, mostly on the south side of the City. When the private park amenities are not considered, it appears that the largest gap is located between Cedar Avenue and County Road E, east of 61 and west of White Bear Avenue. For this reason, a public park should be created in the Strawberry Acres area when it eventually redevelops. A comprehensive redevelopment of the area would provide a better opportunity to site and build a substantial amenity. A piece-meal redevelopment will complicate efforts to create a significant park.

Northeast Metro Area Parks and Regional Trails Map – The City of White Bear Lake does not contain any Regional Parks within its boundaries. However, there are many larger parks in the immediate area that serve our population. These parks are not necessarily officially designated as “Regional Parks” by the Metropolitan Council, however, they are regional in nature in that they serve the northeast metro area. Regional trails have been included to show how they interact and connect with the northeast metro area parks. These trails are officially designated.

## **Discussion**

Marina Triangle Area - In 2002, the City adopted the Marina Triangle District Master Plan, see Appendix B. The plan envisions two recreational amenities for this “Village on the Lake” – an urban plaza, and a lakeside linear park connecting Lion’s Park to Veteran’s Park. With the redevelopment of the Boat Works property in 2012, a 13,600 square foot public green, a 3,000 square foot community meeting room and a new boardwalk the length of the property were constructed, fulfilling much of the vision of the original master plan. However, due to its smaller size and its position on the northern end of the district, the Boat Works Plaza should not be the only public space in the district. A larger public space that more closely meets the intent of the Master Plan’s “Village Green” should be incorporated into the redevelopment of the White Bear Shopping Center.

Properties between Lion’s Park and Lake Avenue – There are two businesses and 7 single family homes located north of Veteran’s Park and south of Lake Avenue North. It was previously envisioned that these narrow, substandard properties would be acquired to enhance and expand the proposed waterfront promenade and/or around the lake trail, as well as open up lake views from Highway 61. With the construction of this segment of the around the lake trail, in 2014, City staff came to the conclusion that such an expensive endeavor was not practical. The lakefront properties contribute to the tax base, the buildings provide a noise and visual buffer of the road and its traffic from the water, and the trail could be accommodated without displacing these residents and businesses.

Sports Center Update – The White Bear Lake Sports Center, which is an ice arena and racquetball facility that has been owned and operated by the City since 1988, was recently approved for a 5.2 million dollar renovation. The White Bear Lake skating community, represented by the White Bear Lake Hockey Association and the White Bear Figure Skating Association, contributed \$2.5 million towards the project, which will bring the facility up to

current standards for safety, ADA accessibility and energy efficiency. As part of the project, the refrigeration system was sized to accommodate a second sheet of ice, however, a future building expansion is not guaranteed. It is highly likely that such an expenditure would need to be largely off-set financially, through partnership or spear-headed by another agency. With the mechanical systems sized accordingly, it is at least a possibility.

Community Center/YMCA Update – The idea of a community recreation center, with a wide variety of programs and opportunities, is one which City officials have visited on and off for many years. Recognizing that the YMCA provides a community center, in 2010, the City gave “The Y” 2.7 million dollars for expansion and upgrades. At this time, the name was changed from the Northeast Branch YMCA to the White Bear Area YMCA.

Splash Pad – The City would like to work with Ramsey County to establish a splash pad at Ramsey County Beach. The amenity would provide a source of water recreation that is more suitable for younger children, while older children enjoy the lake. If located near the playground, which is close to the water, parents would be able to keep an eye on both older and younger children at the same time.

Dog Beach – The dog beach, located just north of Matoska Park, is a unique asset that serves the greater White Bear Lake area. In 2017, some issues were raised regarding noise and safety. In response, the City Council required that all dogs be leashed at all times, and it will likely revisit the continued operation of the amenity again in the near future.

Clark Avenue Street End - In recent years, the City has not maintained a swimming dock or kayak racks at the Clark Avenue street end due to low lake water levels. Now that the water level appears to be returning, the City may consider the reuse of this area.

Exercise Circuit – Residents have expressed a desire for a “fitness trail”, an outdoor route with exercise stations that provide a variety of usually strength building exercises that can be done in between walking or jogging along the trail. The possible locations for such an amenity has not yet been considered, but Lions Park and Lakewood Hills Park have both been suggested.

Public Art – The public restrooms at Boatworks Commons features a large tile mosaic of the White Bear Lake contour map. The City also recently installed public art sculpture in the green space just outside of the Boatworks Community Room. In anticipation of future art installations, footings have been installed both at Railroad Park and on the boulevard in front of the post office.

Public art strengthens the uniqueness of place and hence pride in a community. Art can tell a story, evoke emotion, inspire us to question and to explore, connect us to our history and culture, and can be a catalyst for social interaction. In short, it enriches the experience of a public space. Public art need not be large, stand-alone or “art for art’s sake”. The more integrated and practical the art is, the more appropriate and appreciated it will likely be. The City should strive to include public art not just in parks, but in more unexpected public places,

such as local street crosswalks, utility boxes and sidewalks and trails. When possible, art installations should strive to integrate environmental benefits as well. Public art could also be considered for temporary activation of an unused private space, such as a vacant lot (with the property owner's permission, of course).

### **Parks Goals and Objectives:**

Goal: Maintain and improve the recreational system and its services for current and future community use and enjoyment.

#### Objectives:

Through park dedication, acquire public park land in the 19 acre "Strawberry Acres" area, and the 10 acre "Stadium Bar" area, as these two areas redevelop, in an effort towards filling the gap identified in the parks coverage map.

Continue to encourage and/or (where appropriate) require private park creation with new development.

As funding and the parcel becomes available, acquire the last single-family residence adjacent to the Sports Center.

Continue to support school amenities through the Playground Cost Share Program to help finance improvements on school properties within the City.



Continue to partner with the YMCA in their offering of fitness and wellness opportunities to residents.

Work with the Historical Society, Lakeshore Players, and the White Bear Center for the Arts towards increasing the amount of public art throughout the City, particularly in public parks.

Work with the Historical Society to implement historic markers along the Mark Sather Trail.

Create and implement a way-finding program to help guide visitors towards the prominent features the City has to offer.



Establish a volunteer database as a resource for City restoration and stewardship projects.










Provide accessibility for all individuals through the installation of handicap accessible play equipment, parking spaces and paved trails where possible.

Continue to provide for safe, easy access to all parks and services within the community by continuing to fund the improvement of all parks and services through the use of the City's Park Capital Improvement Fund, park dedication, and miscellaneous contributions.

Ensure continual citizen participation in the planning, development and operation of recreational facilities by supporting the work of the Parks Commission and when appropriate, hold public hearings for input into the improvement and design of existing and future parks.

Goal: Enhance the sustainability and resiliency of our parks and opens spaces.

Objectives:

-  Continue to partner with the school district in support of their recreational programs for community residents, such as adult open gym
-  Work to develop a sustainable turf management plan, including green maintenance methods, such as reducing the use of chemical applications, reducing the use of equipment powered by fossil fuels, and increasing the use of local materials and naturalized landscape treatments in park designs.
-  Work with Ramsey County toward certifying the Manitou Ridge Golf Course in the Audubon Cooperative Sanctuary Program.
-  Continue to participate in Arbor Day. Consider expanding Arbor Day activities to promote tree planting on private properties, such as a tree sapling giveaway program.
-  Support existing community gardens and the creation of new ones where feasible, including public parks, if appropriate.
-  Increase the amount of exercise equipment in public places, and explore the creation of a "fitness trail".
-  Plant only native species in naturalized park areas and strive for 100% native trees species in other public areas as part of the Arbor Day tree planting event.
-  Consider a sustainable yard demonstration project to further educate residents on things such as raingardens and invasive species.
-  Increase opportunities for recycling in public places. Strive to pair each trash can with a recycling can.

**TABLE \_\_\_\_\_**  
**PARKS AND OPEN SPACE CLASSIFICATIONS**

<b>TYPE</b>	<b>DESCRIPTION</b>	<b>SERVICE AREA</b>	<b>SIZE</b>
Community Park	Park areas used for a variety of active and passive recreations including picnicking, hiking, and organized outdoor sports.	City and adjacent communities	5 acres or more
Dock	Public dock extending into a Lake for public swimming/fishing.	¼ to ½ mile	Less than 1 acre
Mini Park	Small park that serves a limited population or specific group such as tots or seniors.	¼ mile	1 acre or less
Neighborhood Park	Park area for intensive active use by the abutting neighborhood – usually involving play or outdoor sports activities.	½ mile	1 to 10 acres
Open Space	Area of natural quality such as water courses and wetlands that are preserved for environmental or aesthetic benefits and are to remain undisturbed. Typically double as drainage facilities for stormwater.	Varies	Variable
Playfields	Park area for intensive, usually highly organized athletic activity, lighted fields, parking, and bleachers.	City and adjacent communities	10+ acres
Special Facility	Property for specific use, such as golf course, nature center, conservatory, arboretum, ice arena or historic building.	City and adjacent communities	Variable
Urban Plaza	Small pocket park designed for moderate to intensive urban use, typically integral to the built environment.	City	Variable

Classifications defined by City Staff, loosely based on the Metropolitan Council’s classification system.  
Regional Parks not included/defined because the City does not have any located within its corporate limits.

**TABLE \_\_\_\_**  
**2018 INVENTORY OF PARKS AND OPEN SPACES**

<i>City Recreation Areas</i>		<b>ACRES</b>			<i>AMENITIES</i> (listed in Table ____ unless noted otherwise below)
<b>NAME</b>	<b>TYPE</b>	<b>Land</b>	<b>Water</b>	<b>Total</b>	
Armory	Special Facility	.28	0	.28	Rental hall
Arts District Wetland	Open Space	.13	4	4.13	No facilities
Bossard Park	Community Park	15.95	.70	16.65	
Boatworks Commons	Urban Plaza	.34	0	.34	Rental hall, public art, public restrooms.
Clark Ave. Boulevard	Special Facility / Dock	NA - ROW	0	NA - ROW	Historic monument, seating/lookout, dock on WBL
Cottage Preserve	Open Space	1.93	0	1.93	No facilities
Ebba Park	Neighborhood Park	1.37	0	1.37	
Hidden Hollow Park	Neighborhood Park	8.95	0	8.95	
Highway 96 Wetland	Open Space	6.62	26.49	33.11	No facilities
Hiner's Pond	Open Space	3.51	11.74	15.25	No facilities
Jack Yost Memorial Park	Neighborhood Park	4.5	0	4.5	
Lakeview Park	Mini Park	NA-ROW	0	NA-ROW	
Lakewood Hills Park	Community Park / Dock	63.06	17.07	80.13	Hanlos Dock
Lions Park	Neighborhood Park / Dock	1.83	0	1.83	
Mainstreet Square	Urban Plaza	.1	0	.1	Seating and decorative landscaping
Matoska Park	Community Park / Dock	5.65	0	5.65	7 <sup>th</sup> Street Dock
McCarty Park	Neighborhood Park	2.3	0	2.3	
Otter Lake Road Dock	Dock	.11	0	.11	On Birch Lake
Peppertree Pond	Open Space	.22	5.91	6.13	No facilities
Podvin Park	Community Park	17.80	0	17.80	
Public Works Wetland	Open Space	6.27	15.36	21.63	No facilities
Railroad Depot Building	Special Facility	.21	0	.21	No facilities
Railroad Park	Urban Plaza	.36	0	.36	Gazebo, decorative fountain
Ramaley Park	Neighborhood Park	2.79	0	2.79	
Ramaley Wetland	Open Space	3.61	5.54	9.15	No facilities
Rotary Nature Preserve	Open Space	14.54	21.69	36.23	Parking (15), restrm, trail, pavilion
Spruce Park	Neighborhood Park	2.0	0	2.0	
Stellmacher Park	Community Park	9.30	0	9.30	
Stillwater/Long Wetland	Open Space	2.0	3.23	5.32	No facilities
Varney Lake Park	Open Space	11.56	8.6	20.16	No facilities
Veteran's Memorial Park	Mini Park / Dock	.2	0	.2	
West Park / Memorial Beach	Community Park	4.6	0	4.6	
Weyerhaeuser Park*	Playfield	8.68	0	8.68*	
White Bear Lake Sports Center	Special Facility	8.60	9.77	18.37	Parking (111+unmarked), ice rink, racquet ball courts, aerobic classrooms
Willow/Buerkle Wetland	Open Space	18.17	59.0	77.17	No facilities
Willow Marsh Reserve	Open Space	11.66	3.0	14.66	
<b>City Totals</b>		<b>238.86</b>	<b>192.10</b>	<b>431.05</b>	

Source: Ramsey County GIS and White Bear Lake Public Works Department.

Note: The Fillebrown House is considered a quasi-public facility, but is not included in the above table because it is not owned by the City, it is owned by the Historical Society.

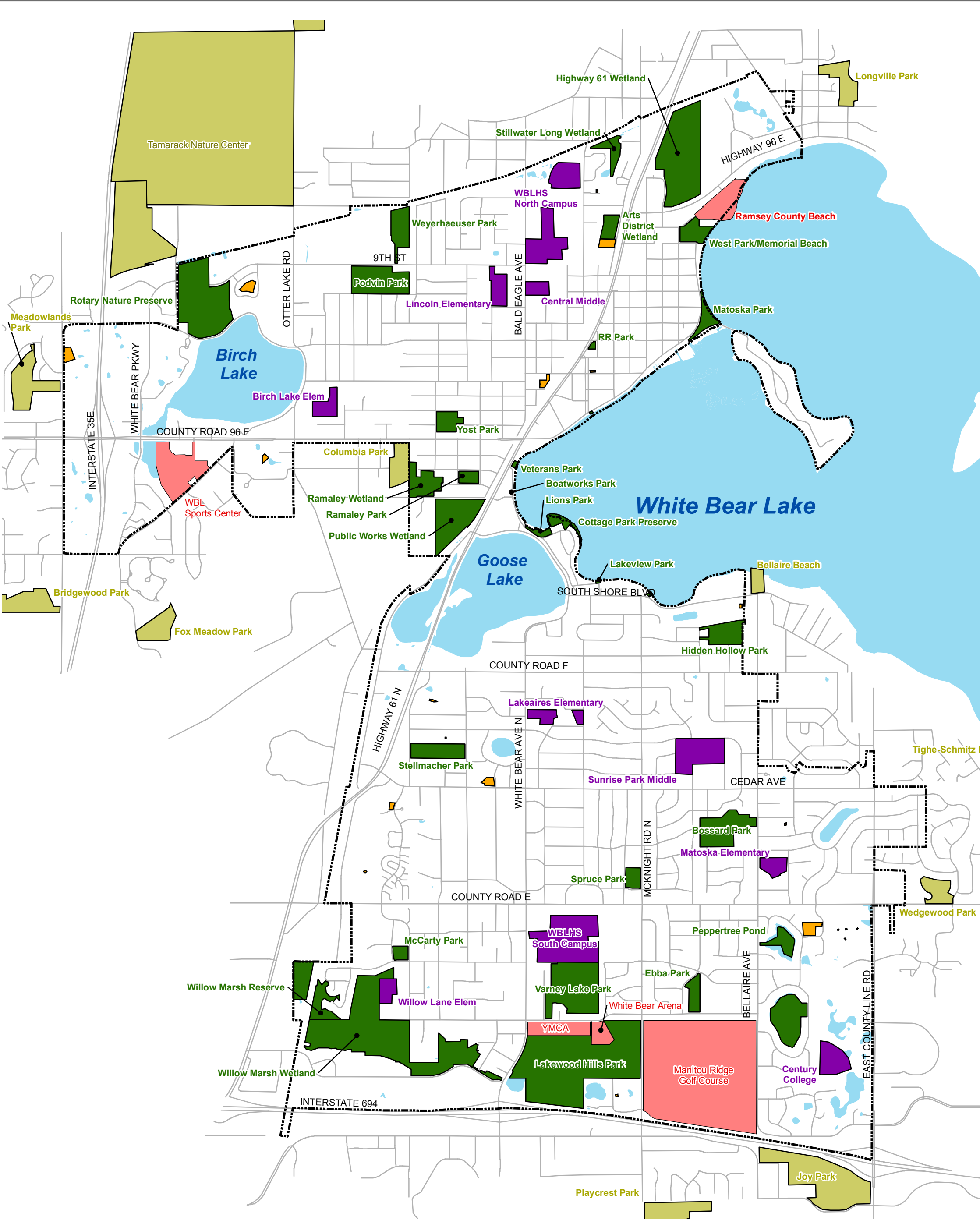
\* Weyerhaeuser Park is considered to be 14.76 acres in size, however, only 8.68 acres is owned by the City. 2.1 acres is on Weyerhaeuser Corp. property though a use agreement.

For information on the City's trails, please refer to the Non-Motorized Transportation Map found in the Transportation section of this comprehensive plan.

<i>County Recreation Areas</i>		<i>ACRES</i>			<b>FACILITIES</b>
<b>NAME</b>	<b>TYPE</b>	<b>Land</b>	<b>Water</b>	<b>Total</b>	
Manitou Ridge Golf Course	Special Facility	138.16	2.01	140.17	Public, County-owned 18-hole golf course
Ramsey County Beach	Special Facility	10.72	2	12.72	Parking, picnic tables, restrooms, boat launch, swimming beach, play equipment
White Bear Ice Arena	Special Facility	9.8	0	9.8	Parking (see Lakewood Hills Park), Ice arena
<b>COUNTY TOTALS</b>		<b>158.68</b>	<b>4.01</b>	<b>162.69</b>	







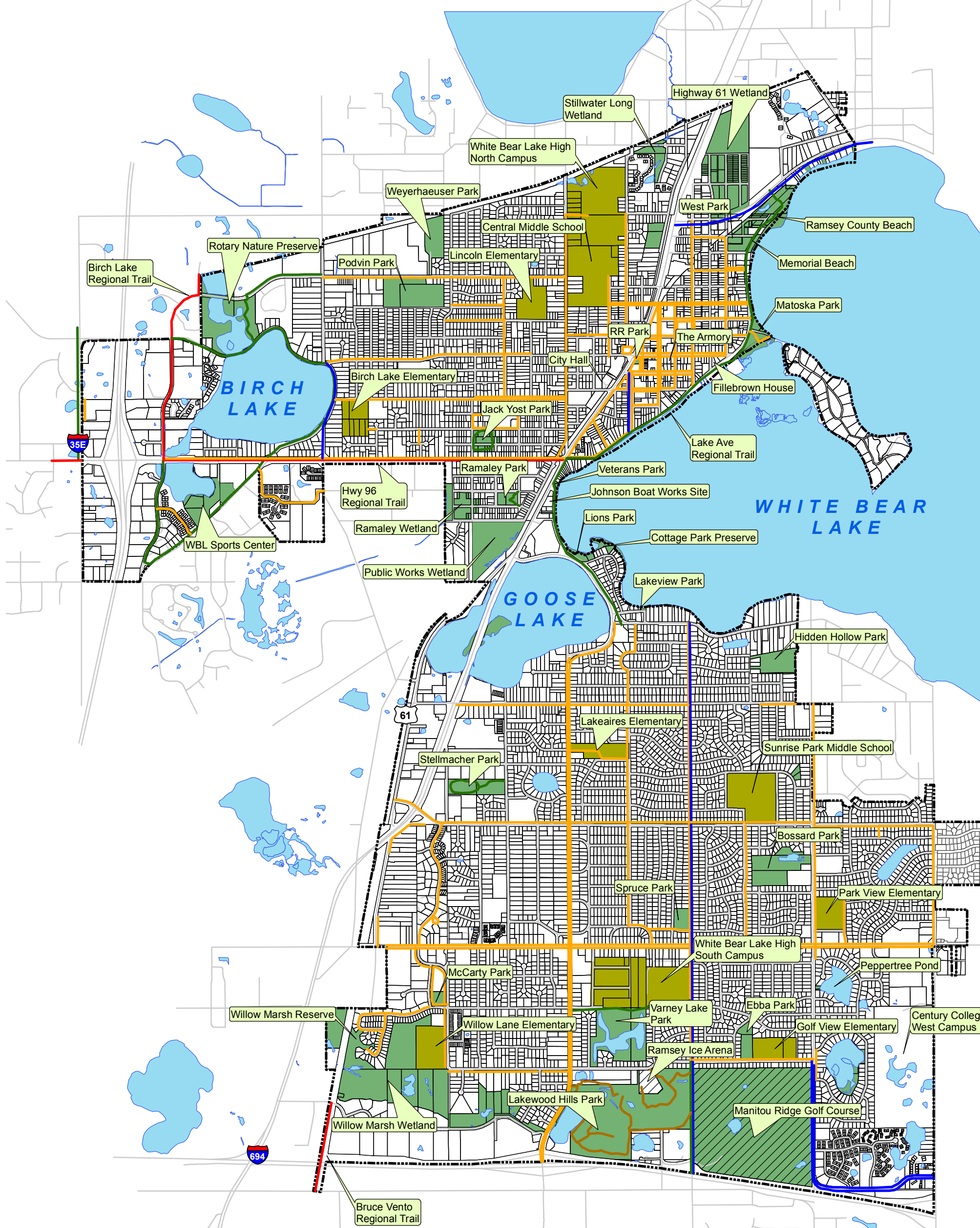
**Legend**

- Parks and Open Space Within City Limits
- Parks Outside City Limits
- Special Recreation Facilities
- School Open Areas
- Private Park Amenities











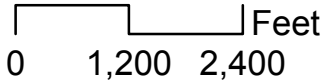
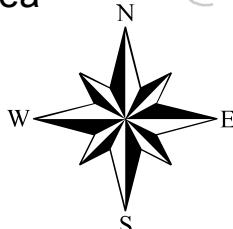
**CITY OF WHITE BEAR LAKE  
2040 COMPREHENSIVE PLAN  
PARKS AND OPEN SPACES**

January, 2018 Draft  
By the Community Development Department  
Data Sources: Ramsey County, White Bear Lake  
For More Information, Call 651-429-8561



**Legend**

-  School Recreation Area
-  County Facilities
-  Park
-  Mixed Use
-  On-Road Bike Lane
-  Regional Trail
-  Sidewalk
-  Woodchip



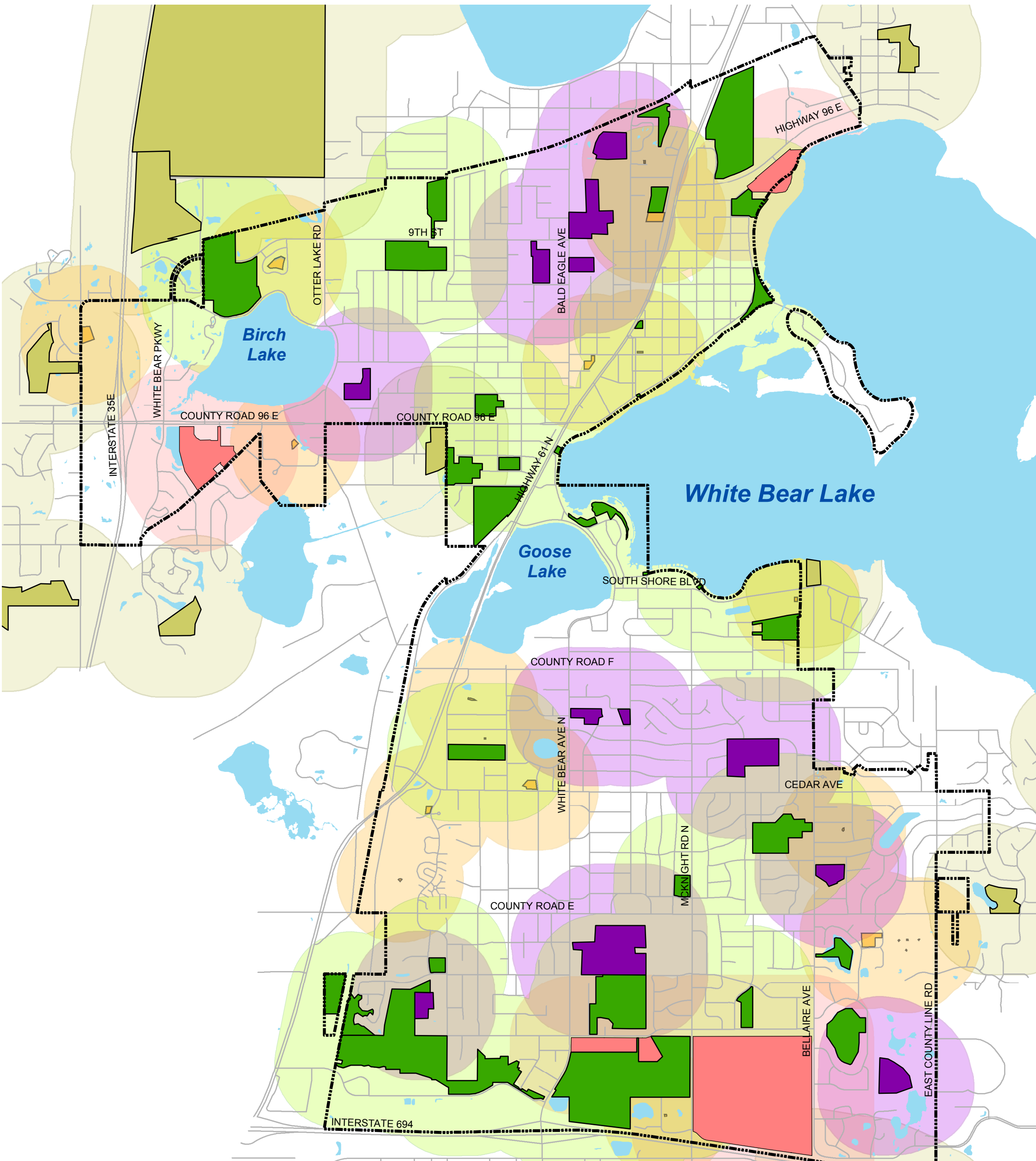
\*All trails are existing. For proposed trails, see Transportation Section, Trails Map.



**CITY OF WHITE BEAR LAKE  
2040 COMPREHENSIVE PLAN**

**PARKS, OPEN SPACE, AND TRAILS MAP**

Created March 2018  
By the Community Development Department  
Utilizing Ramsey County GIS Data  
For More Information, Call 651-429-8561



**Legend**

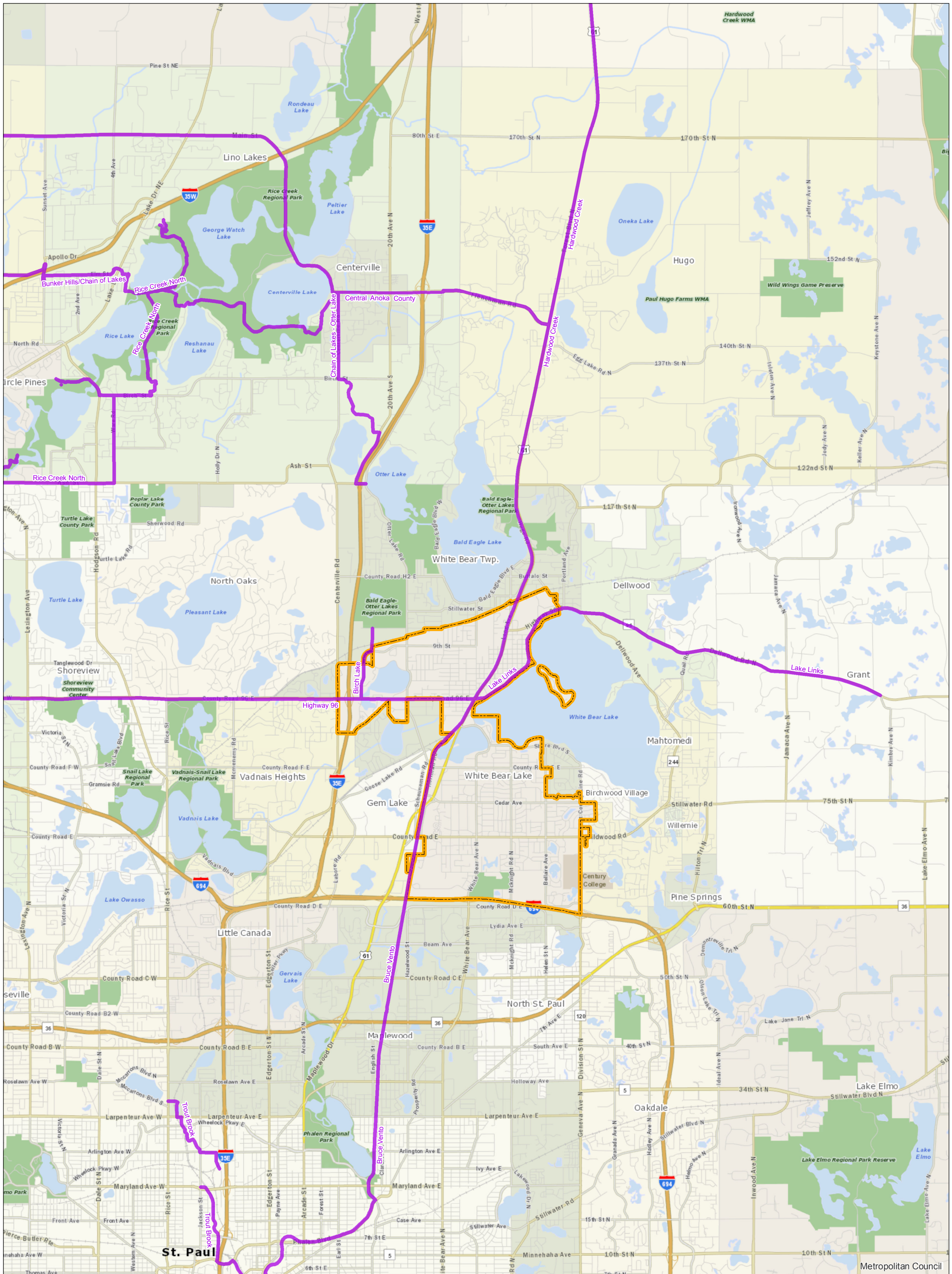
- Parks and Open Space Within City Limits
- Parks Outside City Limits
- Special Recreation Facilities
- School Open Areas
- Private Park Amenities
- Neighborhood & Community Parks: 1/4 Mile Buffer
- Parks Outside City Limits: 1/4 Mile Buffer
- Special Recreation Facilities: 1/4 Mile Buffer
- School Open Areas: 1/4 Mile Buffer
- Private Park Amenities: 1/4 Mile Buffer

Note: A quarter mile buffer generally equates to a five minute walk



**CITY OF WHITE BEAR LAKE  
2040 COMPREHENSIVE PLAN  
PARK COVERAGE**

January, 2018 Draft  
By the Community Development Department  
Data Sources: Ramsey County, White Bear Lake  
For More Information, Call 651-429-8561



**Legend**

- Regional Trails
- Regional Parks
- White Bear Lake



**CITY OF WHITE BEAR LAKE  
2040 COMPREHENSIVE PLAN  
NORTHEAST METRO AREA  
PARKS AND REGIONAL TRAILS**

January, 2018 Draft  
By the Community Development Department  
Data Sources: Metropolitan Council, White Bear Lake  
For More Information, Call 651-429-8561

## **CITY COUNCIL MEETING SUMMARY**

Tuesday, March 13, 2018

### **APPROVAL OF MINUTES** – Approved

### **APPROVAL OF AGENDA** – Approved

Chair Edberg reordered the public hearing items be heard before the presentation.

### **PUBLIC HEARINGS** – Approved

- A. Resolution ordering improvements, approving plans and specifications and authorizing advertisement for bids for the 2018 Street Reconstruction Project, City Project Nos. 17-06, 18-01 & 18-06 **Resolution No. 12181**
- B. Resolution ordering improvements approving plans and specifications and authorizing advertisement for bids for the 2018 Mill and Overlay Project, City Project Nos. 18-13 and 18-18. **Resolution No. 12182**

### **VISITORS AND PRESENTATIONS** – Joe Mansky – Ramsey County Elections

### **LAND USE**

#### A. Consent - Approved

1. Consideration of Planning Commission recommendation for a resolution approving a PUD Amendment for Northern Tool & Equipment (15-1-Sa2). **Resolution No. 12183**
2. Consideration Planning Commission recommendation for a resolution granting seven variances in order to reconstruct the parking lots at St. Pius X Catholic Church (18-2-V). **Resolution No. 12184**

### **UNFINISHED BUSINESS** – Nothing scheduled

### **ORDINANCES** – Nothing scheduled

### **NEW BUSINESS** – Approved

- A. Resolution authorizing the City to sell bonds for 2018 Street Improvement Projects. **Resolution No. 12185**
- B. Resolution authorizing a grant application for Old White Bear Avenue Trail **Resolution No. 12186**
- C. Resolution approving an impound agreement with St. Paul Animal Control **Resolution No. 12187**
- D. Resolution authorizing Mayor to send letter to White Bear Lake Conservation District on behalf of the City Council **Resolution No. 12188**
- E. Resolution approving annual business license renewals **Resolution No. 12189**

- F. Resolution approving annual liquor license renewals **Resolution No. 12190**
- G. Resolution authorizing Mayor to file an appeal with the Department of Natural Resources to contest recent amendments to the City's water appropriations permit. **Resolution No. 12191**

**HOUSING AND REDEVELOPMENT AUTHORITY** - Approved

- A. Call to Order / Roll Call
- B. Approval of the January 9, 2018 meeting minutes
- C. Approval of the Agenda
- D. Consideration of cross parking and access easement agreement with Oak Ridge and 4<sup>th</sup> Street Ventures and related extension of 4<sup>th</sup> Street Venture parking lease. **HRA Resolution 18-02**
- E. Adjournment at 7:57 p.m.

**CONSENT** – Approved

- A. Acceptance of January Park Advisory Commission Minutes: Environmental Advisory Commission; Minutes of the White Bear Lake Conservation District and February Planning Commission Minutes
- B. Resolution approving an amendment to Ramsey County SWAT agreement to accommodate the addition. **Resolution No. 12192**

**DISCUSSION** – Nothing scheduled

**COMMUNICATIONS FROM THE CITY MANAGER**

- Councilmember Jones congratulated Chair Edberg for casting a vote on 5A, which was historic as the Acting Mayor was only recently granted this power through a recent revision to the City's Charter.
- Rush Line planning process

Community Development Director Anne Kane recapped that last fall the preferred alternative was designated along its route on the Ramsey County Rail right-of-way and north on Highway 61. The mode was designated as bus rapid transit. The next phase lines this project up for FTA funding by measuring it against other transit projects being planned in other metropolitan areas across the country.

Ms. Kane highlighted the environmental analysis phasing plan, which is a two year process that Ramsey County kicked off in January. Ms. Kane explained that after completion of each of four tasks in this phase, an update will be provided to the Council. Ms. Kane explained that the city's greatest control will be in station area planning and land use planning including improvements that help support the transit and users getting

to it. Ms. Kane explained that the terminus of bus rapid transit requires less of an imprint than light rail.

Ms. Kane shared the four stations serving the White Bear Lake Community include a north-south downtown, marina triangle, Cedar Avenue and County Road E stops. Much of this planning will be concluded by 2019 to allow ample time for public review. Ms. Kane reported that Assistant City Engineer Jesse Farrell and she are on the technical advisory committee with neighboring community representatives, which will be meeting monthly. Mayor Emerson is working on a smaller local task group for station area planning along with a member from the Planning Commission, Economic Development Corporation, Chamber of Commerce including a downtown business owner and a formal representative from Century College.

Councilmember Jones mentioned that Cedar Avenue has no infrastructure lending itself to a successful station on that road. Ms Kane explained that community base maps identifying sidewalks, utilities, right-of-way plans, etc. within a quarter mile of each station are already being gathered for an assessment of the environment. Station design itself will be more uniform across stations.

➤ Dog beach discussion, April 10, 2018 City Council meeting

City Manager Richter noted that this item will be brought back before the City Council at its April 10, 2018 meeting. No pets are allowed in the Council Chambers.

➤ Dispatch Transition

City Manager Richter described \$190,000 was budgeted for a new phone system, which was redirected to cover costs associated with transitioning dispatch services to Ramsey County. Staff anticipates staying within that budget, which will be considerably less. Expenses to date include the addition of some computers in each of the fire engines for the ability to communicate with Ramsey County Dispatch. There was also a station alerting system added as a requirement of Ramsey County.

➤ Xcel light conversion

Ms. Richter reported that Xcel completed its conversion of the city's cobra street lights to LED.

➤ Arbor Day

City Engineer Burch reported that the Parks Commission is planning and Arbor Day celebration on May 5<sup>th</sup>. He encouraged any volunteer groups looking to participate to contact the Engineering Department for information about park clean up and tree planting activities within the city.

➤ Sports Center



City Engineer Burch explained that some of the demolition work has been completed at the Sports Center. The bleachers and some ceiling materials have been removed. The arena is truly on its last leg and the city is hopeful to make it just two more weeks on the current refrigerant system.

**ADJOURNMENT** – 10:22 p.m.