

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

The City of White Bear Lake Planning Commission will hold its regular monthly meeting on Wednesday, January 30, 2019, beginning at 7:00 p.m. in the White Bear Lake City Hall Council Chambers, 4701 Highway 61.

1. Call to order and roll call.
2. Approval of the January 30, 2019 agenda.
3. Approval of the November 26, 2018 Planning Commission meeting minutes.
4. **CASE ITEMS:**
Unless continued, all cases will go to the City Council meeting on Tuesday, February 12, 2019
 - A. **Case No. 19-1-PUD:** A request by **Schafer Richardson** for concept stage approval of a Planned Unit Development, per Code Section 1301.070, in order to construct a new 189 unit multi-family apartment building at the northwest corner of County Road E and Linden Avenue.
 - B. **Case No. 19-2-PUD:** A request by **Lisa Stonehouse** for a Planned Unit Development, per Code Section 1301.070, to allow mixed-use development in the B-3 – Auto-Oriented Business Zoning District, in order to establish a catering business on the main floor and two apartment units on the second floor at 4466 Centerville Avenue.
5. **DISCUSSION ITEMS:**
 - A. 2040 Comprehensive Plan Public Hearing Preview.
 - B. City Council Meeting Summary from January 8, 2019.
 - C. Park Advisory Commission Meeting Minutes from November 15, 2018.
6. **ADJOURNMENT**

Next Regular City Council Meeting February 12, 2019
Next Regular Planning Commission Meeting..... February 25, 2019

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

The regular monthly meeting of the White Bear Lake Planning Commission was called to order on Monday, November 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: Jim Berry, Ken Baltzer, Marvin Reed, Peter Reis, Mary Alice Divine, Mark Lynch, and Erich Reinhardt.

MEMBERS EXCUSED: None.

MEMBERS UNEXCUSED: None.

STAFF PRESENT: Anne Kane, Community Development Director, Samantha Crosby, Planning & Zoning Coordinator, Tracy Shimek, Housing & Economic Development Coordinator & Ashton Miller, Planning Technician.

OTHERS PRESENT: Tom Wilson, Kathy Dixon, Anne Lindgren, Laura Kunde, Deb Steele, Susan Schleusner, Joyce Hall, Timothy Orf, and Steve Engstran.

2. APPROVAL OF THE NOVEMBER 26, 2018 AGENDA:

Member Reed moved for approval of the agenda. Member Reis seconded the motion, and the agenda was approved (7-0).

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

Member Reis moved for approval of the minutes. Member Baltzer seconded the motion, and the minutes were approved (7-0).

4. CASE ITEMS:

A. **Case No. 18-18-V:** A request by **Tom Wilson** for a variance for a third accessory structure, per Code Section 1302.030 Subd.4.i, in order to allow a roofed pergola at 2103 East County Road F.

Miller discussed the case. Staff recommended approval of the case.

Member Reis asked if the structure is attached. Miller responded that no, it is detached; it is located six inches from the house. Member Reis then inquired if the pergola would be allowed were it attached to the house. Kane replied that it would be permitted if it were an

extension of the garage. However, the building code probably precludes merely connecting the pergola to the garage with long screws.

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

Member Reis moved to recommend approval of Case No. 18-18-V. Member Baltzer seconded the motion. The motion passed by a vote of 7-0.

- B. Case No. 18-1-CPA:** A **City-initiated** request for a Comprehensive Plan Amendment to reguide five parcels of land located in the northwest quadrant of County Road E and Linden Avenue from “Commercial” to “High Density Residential”. The request is being made in order to allow for the future possibility of redevelopment of 17XX, 1709, 1713, 1715 County Road E and the land-locked parcel adjacent thereto: PID 3273022440199.

Crosby discussed the case.

Member Divine inquired about the new “Mixed Use Transit Oriented” land use category and how staff envisioned mixed use. Kane explained that initially the mix was to include commercial and housing. What we have learned is that commercial on the bottom floor with housing on top is very challenging in the suburbs. Presently, higher density residential without the commercial component is most important. More rooftops in the area will help the existing commercial properties along this corridor.

Member Divine asked if more areas in the City will be given this designation. Kane said yes, to supplement existing commercial, to support businesses and if constructed the Rush Line along Highway 61.

Member Divine commented that even though staff anticipates the property to provide market rate housing, without a proposal, that may not necessarily occur. It could mean that senior or low-income housing is developed instead. She asked if the zoning code made specifications for senior or low-income housing. Kane replied that special provisions are given for senior housing projects. Crosby added that the code is lenient, but the market is fairly saturated with high density senior, so not likely.

Member Reed questioned the increase in units per acre allowed in transit-oriented areas, noting that the height implications for such a density was a bit of a concern. Crosby informed that for multiple reasons higher density residential makes transit-oriented development work better.

Member Reis asked what the offset would be if greater density was allowed under a Planned Unit Development (PUD). Crosby replied that we cannot be sure, but the process will be guided by the question, “how will the project go above and beyond what the zoning code requires?” and will result in a little give and take on all sides.

Member Reis asked about the Homeowners Association’s continued maintenance of the strip of land along the west side of Linden Avenue. Crosby replied that all homeowners maintain their boulevard.

Member Lynch commented that he likes the opportunity this land-use regarding presents. He believes that a new multi-family building will provide young people the opportunity to

move to White Bear Lake without having to buy property. He mentioned that he visited Linden Avenue and cited the calming effects of driving on the curved road and low speeds. He believes that traffic will divert to other, faster roads should the corner be developed.

Based on limited research, Member Lynch found that property values in the area have returned to where they were in 2008. If we do this right, it will further help to improve property values and complement Bus Rapid Transit (BRT) going in. He remarked how we have the opportunity to make this intersection great and truly appreciates all the feedback from the public.

Member Lynch concluded by asking what rent would be based on median income. Unsure of rates, Crosby provided numbers on the household income needed to afford market rate, noting it is relatively high. Member Berry commented that market rate does not mean cheap.

Member Reinhardt clarified that there is not a proposed development right now. We are debating turning a closed door into a cracked door by providing new opportunity for development. Crosby affirmed that is the intent of the request.

Berry opened the public hearing.

Susan Schleusner, 3824 Linden Avenue. She expressed concern with the amount of traffic a development in the area would produce. She informed the Commission that when The Waters senior housing was proposed, the neighbors were told traffic would only increase by five cars a day. The neighborhood has a lot more than five cars a day; it has five buses an hour. Further, Linden Avenue is not good to drive in the winter. Parking is only on one side and cars do not move for the plows. It is dangerous. She is interested in what the traffic study will say, because Linden Avenue cannot handle an increase in traffic.

She mentioned that she did not receive notice for the Planning Commission meeting, only a notice from the developer. It is not good that only a few residents on Linden received notification. She urged the Commission to consider current Linden residents when making decisions on this project.

Member Lynch responded that it is great that the developers contacted the residents before the Planning Commission hears the proposal. This is the opportunity for neighbors to give input and shape the concept plan.

Laura Kunde, 3692 Linden Place, president of the Linden Townhome Association. She asked about the stipulations of who was notified of the meeting and then read the neighborhood meeting invite she had received from the developers. She also brought up concerns with Linden Avenue traffic. Guests to the townhomes have to park along Linden Avenue and cross the street because there is not enough guest parking. During rush hour traffic, it can be very busy and dangerous to cross. She worries a new apartment will exacerbate these problems. She echoed concerns regarding the height of the potential building. She questioned how many higher income people will use the future bus line.

Anne Lindgren, 3616 Linden Avenue. Her greatest concerns are vehicle traffic, foot traffic, vandalism, and the visual impact of the structure. She resides in the first unit on Linden Avenue and has noticed that traffic has tripled in recent years. She described how two

turnarounds were built only for the residents of the townhomes and more traffic means there will be more use of these turnarounds, which are private property. She wanted information on where the parking entrances and exits would be.

Regarding her second concern, she stated that there is now more foot traffic after a new apartment was built in the area. This has resulted in an increase in the number of people walking through private property, dumping garbage, and creating evening disturbances.

Finally, she explained how the developer indicated he will build an apartment. His proposal will put the building directly across from her unit. She does not want to wake up every morning looking at an apartment. She moved away from Saint Paul for that very reason.

Debra Steele, 3641 Willow Lane, HOA secretary. She commented on how the people who live in the apartments are not going to want to experience the lights and sounds of the Stadium. She does not think the apartment will be filled with people at the income level the City is suggesting. Rent will continue to be lowered until we end up with something we did not want, or did not plan for. She is not against low-income housing, but it is not the best option for this property. She reiterated concerns with the use of the private driveway turnarounds and the vehicles that are parked along Linden Avenue in the winter.

Member Reed responded that many of these same concerns regarding vacancies and low-income housing were raised when the Boatworks project was proposed which did not come to fruition. Developers will look at these things and ensure the project is profitable and works long-term. Tonight we are just looking at putting down the framework for people to come in to the area. We need a place for multi-family housing. We want people to move in, love the area, and then move into single-family homes.

Tim Orf, 3737 Little Linden Curve. He shares the concerns of his neighbors. He stated that he appreciates how the City is looking at the grand scheme of things and that the developers have reached out to the community. However, it seems we are giving a lot of latitude to the developers. He estimated that at the density the City is describing, between 41 and 184 units would be allowed on the 4.61 acre property. This is a lot of leeway to grant a developer at the concept phase.

Member Lynch replied that the City is not giving developers anything at this time. Everything needs approval.

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

Member Berry asked if the City has more say over residential projects and PUDs than we do commercial. Kane responded that yes, through the PUD process the City has much more say in how the property is developed. Currently zoned B-4, a commercial use could be proposed for this property and no public hearing would be needed. Regarding to high density residential provides the City more opportunity to regulate how it develops.

Member Baltzer asked if another bar could be built in the area. Kane affirmed that a bar could go in by right. She added that street access to whatever is developed there will be greatly determined by the County because County Road E is under its jurisdiction.

Member Reed confirmed that up to this point, the high density residential definition in the

Comprehensive Plan did not include the language regarding PUDs. The Waters and Boatworks Commons were the exception and not the rule when they were built. He wondered if the additional verbiage is needed. Crosby agreed it is not required, but is proposed in order to be as transparent as possible.

Member Berry pointed out that the text change is not just for this section of property, but for all future high density residential projects.

Kane explained how the Metropolitan Council has guided 1,200 new residential units to White Bear Lake by 2040. In order to achieve this growth, we have identified this area as an opportunity to intensify and provide future multi-family units.

Member Lynch stated the case tonight is exclusively about the commercial to residential switch and the text addition. The development of this property has been talked about a lot, but it is not being decided right now. He urged the public to go to the neighborhood meeting with the developer to influence the decision-making, so that the project addresses the neighbors' concerns and fits in with the community.

Member Berry indicated that anything that gives the City more influence over development is beneficial.

Member Divine stated there is no rezoning proposal tonight, just the rezoning. It will have to be rezoned in the future.

Member Reis opined that an apartment is a fairly benign project in terms of some of the options available in a commercial area. He also noted that the City should not underestimate the import of neighbor input. Member Reis moved to recommend approval of Case No. 18-1-CPA, Member Lynch seconded the motion. The motion passed by a vote of 7-0.

5. DISCUSSION ITEMS:

A. City Council Meeting Minutes of November 13, 2018.

No discussion

B. Park Advisory Commission Meeting Minutes of November 15, 2018.

No discussion

6. ADJOURNMENT:

Member Baltzer moved to adjourn, seconded by Member Reed. The motion passed unanimously (7-0), and the November 26, 2018 Planning Commission meeting was adjourned at 8:22 p.m.



City of White Bear Lake
COMMUNITY DEVELOPMENT
DEPARTMENT

MEMORANDUM

TO: The Planning Commission

FROM: Samantha Crosby, Planning & Zoning Coordinator

DATE: January 24, 2019 for the January 30, 2019 Planning Commission Meeting

SUBJECT: White Bear Lake Apartments Concept PUD, NW Quadrant County Road E & Linden Avenue - Case No. 19-1-PUD

REQUEST

Schafer Richardson, a development and investment company, is under contract to purchase the five parcels located in the northwest quadrant of County Road E and Linden Avenue for the purpose of constructing a 189 unit market-rate apartment building. See applicants' narrative.

SITE CHARACTERISTICS

Two of the five parcels are vacant. Although zoned commercial, the other three are single-family residences with sizeable back yards. The five parcels together total 4.61 acres in size. The site has numerous mature trees, including a significant stand of pines located in the center. The property rises slightly to the north.

ZONING

The properties are currently zoned B-4 - General Business. The easternmost parcel is split-zoned with the majority zoned B-4 and a small portion (northernmost part) zoned R-6, Medium Density Residential. If the concept plan is approved, the development phase submittal would include a request to rezone the properties to R-7 with a PUD Overlay.

"The purpose of the PUD - Planned Unit Development Overlay District - is to provide for the integration and coordination of land parcels as well as the combination of varying types of residential and commercial uses." The PUD is designed to allow greater flexibility in development by allowing variation from the strict provisions of the zoning code to encourage a more desirable and creative environment than might be possible throughout the strict application of the code, as well as higher standards of site and building design.

In accordance with §1301.070 Subd.4 of the Zoning Code, the PUD review and approval process consists of three (3) distinct phases: General Concept Plan, Development Stage, and Final Plan. The first two steps require Public Hearings before the Planning Commission with a final determination by the City Council, and the last step is an administrative review with Staff confirming the construction plans correspond with the approved PUD plans prior to issuance of

a Building Permit. This current request represents the initial phase of the PUD process: Concept Plan.

BACKGROUND

The properties have been guided “Commercial” since 1998. Due to their proximity to the Rush Line Bus Rapid Transit corridor with a station planned at County Road and Highway 61, staff had identified this area as appropriate for higher density, transit-oriented type development. As such, with the 2040 Comprehensive Plan Update, staff has proposed to designate these properties as “Mixed Use Transit Oriented Development”, a new land use category. Since the Comprehensive Plan Update is behind schedule, the City recently approved an amendment to the existing 2030 plan to reguide the properties to “High-Density Residential” with the caveat that even higher density is anticipated through the approval of a PUD.

LONG RANGE PLANS

The 2011 strategic plan contains two related objectives: “Support efforts to attract young families through initiatives related to housing, education, employment recreation and other opportunities” and “Continue to encourage and promote a diverse housing stock that serves all ages and income levels”. The market rate rental units are expected to attract a younger population and many of the new residents may choose to set down roots in the community – allowing the project to serve as “starter units” for the future families of our community. The housing supply will also serve our existing residents – those who wish to downsize but are not ready for or need the high cost of assisted living.

The Housing section of the Comprehensive Plan has quite a few objectives which support the proposed proposal. One in particular is to “maintain an adequate supply of rental housing as measured by metropolitan averages and vacancy rates”. The market study (the full text of which is available upon request) reports a local vacancy rate of 1%. The vacancy rate for the metropolitan area is currently 2%. Five to seven percent is considered a “balanced” market, where there are enough vacancies to allow for options and mobility. The study also shows, not surprisingly, that rental rates are escalating, and that the proposed project will only go part of the way towards alleviating the pent-up demand for new market rate rental units. The situation has been referred to as a “housing crisis” and increasing the supply is a large part of the solution.

ANALYSIS

Density

At 4.61 acres in size, the proposed density is 41 units an acre. It has long been the City’s intent to concentrate development near higher capacity roadways, particularly along principal arterials such as County Road E. Staff supports the proposed density in this location because the existing and proposed infrastructure can serve it without notable impacts, as discussed in the various sections below.

Floor Area Ratio (FAR) is an indicator of how intensely a site is developed. Because the development has a higher percentage of studios and one bedroom units than more traditional apartments, it has a lower floor area ratio than one might anticipate for a transit-oriented development of this size. The subject site has a FAR of 1.04, the Boatworks Commons FAR is 1.21 and the Arbors (located near downtown) is 1.20. For comparative purposes, some additional

existing floor area ratios are provided in the table below.

Floor Area Ratio Comparison Table¹	Land Sq. Ft. ²	Bldg. Floor Area	# Units	FAR	Density (du/ac)
Boatworks Commons	74,050	90,000	85	1.21	50.0
Lake Square	87,120	105,600	86	1.21	43.0
Arbors	95,396	114,900	80	1.20	36.5
WB Lake Apt. ³	200,812	209,200	189	1.04	40.9
Waters	227,383	179,600	136	0.79	26.0
Pioneer Manor	59,300	46,500	42	0.78	30.8
Lakewood Place	130,600	83,700	62	0.64	20.7
WB Heights	204,732	125,700	107	0.61	22.7
WB Woods	659,500	357,250	304	0.54	20.1

1. Land and building areas roughly calculated from aerial photos 2. Not including wetlands 3. Subject site

Staff had asked the developer to consider including some affordable units in the proposal. Due to the large amount of undeveloped land, the site did not meet the blight criteria for TIF assistance. In addition, the “qualifying census tract” or “a difficult to develop area” designation, as defined by HUD, had recently been removed, which significantly reduces the amount of federal tax credits available for affordable units. Finally, in order to apply for HOME or other state or state-administered funding, a substantially large portion of the building would need to be affordable, changing the dynamic and intent of the project. For these reasons, staff supports the project at 100% market rate.

Parking

The code requires 2 stalls per unit, half of which are fully enclosed. The proposal provides 1.45 stalls per unit, half of which are fully enclosed. While the proposal does not meet current code, the city’s requirement does not take into consideration the size of the units. A more refined requirement would correlate with the number of bedrooms per unit. Based on local industry standards, staff recommends: 1 stall per studio, 1.5 stalls per 1 bedroom, 2 stalls per 2 bedroom, and 3 stalls per 3 bedroom. At those rates, 297 stalls would be required and 275 stalls have been provided – 22 short. The open space area in the northeast corner of the site can accommodate an additional 41 stalls. Staff recommends that a proof of parking agreement be established – this would insure that, should the parking on site become an issue in the future, the City can require the construction of the additional 41 stalls. The traffic study supports the reduced parking and the developer has used similar ratios in other suburban settings without issues. And while it cannot be counted towards on-site requirements, there is on-street parking available along County Road E that is rarely utilized. For all these reasons, even without the future bus rapid transit stop at County Road E and Highway 61, staff is comfortable with the parking as proposed.

Access

Access to the site is proposed on both County Road E and Linden Avenue. The County Road E curb cut is positioned to provide a shared drive with the property to the west, should it redevelop in the future. The County Road E access is currently shown as a full access and the traffic study recommends a ¾ths-access (left-in, right-in and right-out only). City staff is comfortable with either, but the County may require a right-in/right-out only. Further limitation

of movement would push more traffic onto Linden Avenue, which is not desired. Additional turn lanes may be required by the County, but ultimately, the County will need to review and approve the configuration.

Traffic

A traffic study was conducted by Spack Consulting. While traffic will of course increase with the proposed development, the relative amount of increase is nominal in comparison the current amount of traffic in the immediate area. Using local data, the study predicts that the proposed use will increase the number of trips per day by approximately 936. Using national data, the study predicts an increase of 1,028. Staff agrees that the lower number is more appropriate, not just because it is standard practice to use more local data, but because the development has a higher percentage of smaller units and the trips estimate does not take into account the number of bedrooms per unit. As anticipated, the traffic generated is significantly less than the approximately 4,500 trips per day that could be generated by a convenience store & gas station (or other commercial use).

Of the 936 trips it is anticipated that 398 trips (42.5%) will access the site by County Road E and 538 trips (57.5%) will access the site by Linden Avenue. The current number of trips per day on Linden Avenue is 1,100. Ultimately, the amount of impact on Linden Avenue will depend upon the type of access that is allowed by the County onto County Road E. While increasing the traffic by half may seem like a lot, the intersection of County Road E & Linden Avenue currently has a LOS (Level of Service rating – similar to a report card) of A during the a.m. peak hour and a LOS B during the p.m. peak hours. The amount of traffic generated by this development is not significant enough to affect those ratings. An intersection is nearing its capacity at a LOS D.

The study makes a number of recommendations, which have been included as an attachment hereto, and will all be included as conditions of approval (except for the recommendations regarding Scheuneman Road). The entire study is available for review; if interested staff will provide upon request.

Open Space

For multi-family housing, the zoning code requires 500 square feet of useable open space per unit. The definition of useable open space is: ground or terrace area intended and maintained for either active or passive recreation, available and accessible to and useable by all persons occupying the unit and their guests. Such areas must be grassed and landscaped for recreational purpose. Including the pool/patio/front entry green, the pet park, the outdoor area, and the lineal buffers (setbacks) around the perimeter, the developer estimates 436 square feet per unit; a 13% deviation from code.

Setbacks/Height

The zoning code allows building heights above that which are permitted by a specific zoning district when, for each additional story over three floors, or for each additional 10 feet above 40 feet, the front and side yard setback requirements are increased by 5%. The building is proposed to be 54 feet to the mid-point and 62 to the peak. By code, building height is measured to the mid-point, however, to be conservative, staff is using the peak measurement, which is 22 feet over 40, adding 12% the setback requirements.

The setbacks are as follows:

	BUILDING SETBACKS				HARD-SURFACE SETBACKS	
	Required-Base	12%	Base + 12%	Provided	Required	Provided
South Property Line (County Road E)	30 ft.	3.6 ft.	33.6 ft.	70 ft. / 233%	15 ft.	10.6 ft.*
East Property Line (Linden Ave)	30 ft.	3.6 ft.	33.6 ft.	70 ft. / 233%	15 ft.	19 ft.
West Property Line	15 ft.	1.8 ft.	16.8 ft.	17.25 ft. / 115%	5 ft.	15 ft.
North Property Line	30 ft.	3.6 ft.	33.6 ft.	90 ft. / 300%	5 ft.	17 ft.
From the Building	NA	-	-	-	5 ft.	5 ft.

** 10 foot right-of-way dedication reduces setback from 20.6 to 10.6*

Also in relation to building height, the adjacent Hoffman Place Apartments is 3 stories, but it appears to have a 6 foot increase in grade over the subject site. Consequently, staff anticipates that the proposed building may not appear too much taller, comparatively speaking. However this is speculative until a deeper level of detail is provided in the next stage of review and approval.

Plat

The properties will need to be platted, which triggers a few things: right-of-way (ROW) dedication, park dedication, and boulevard trees. For ROW dedication, the County has indicated they will be requiring an additional 10 feet of right-of-way along the County Road E frontage.

Since the city has quite a few parks already, developers typically provide a monetary contribution to meet the park dedication requirement. (The current mix of units would result in \$100,800 dedication.) However, the subject site is in an area where there’s a slight gap in public park coverage, so the staff and the developer have discussed the possibility of a land dedication instead (or some portion thereof). At the rate of 10% of the parcel size (after ROW dedication) the project could dedicate almost half an acre. It works well that the subject site has the same owners as the Stadium Bar and Grill because the Bruce Vento Regional Trail extension is planned to run along the west side of the Stadium’s triangular parking lot located on the west side of Hoffman Road. The northern portion of the triangular lot could be dedicated to serve as a trail head. The planned trail alignment does encroach very slightly into this area and at minimum the County will need a small easement. City staff have been in contact with the County’s Parks and Recreation Department and they have indicated support of a trail head at this location (see attached graphic). The details of ownership, design, construction and long term maintenance still need to be negotiated between the City and the County, but it appears that the general concept is supported by all. There is extra space to the north of the ball field where replacement parking could be constructed for the Stadium if necessary. However, the trail head amenities would likely not be constructed until the trail is built.

The requirement for boulevard trees is fairly vague; the subdivision code requires them where they do not already exist and specifies a planting size, but not a number. White Bear Marketplace installed them every 50 feet on center. This concept plan is showing about the same.

Elevations

As articulated by the architect's response to the City's Nine Design Principles, the building exterior is the primary way in which the proposal exceeds the City's standards. The building has a low-profile residential roof style with multiple gables. The exterior materials provide a definable base, middle and top with stone on the first floor level and shake as the dominant siding material. The entrance to the building is defined by more stone and there are gathering spaces near both the front and rear entrances to create a welcoming and safe environment. The windows have mullions, there are two different types of balconies and the building maintains the same level of architectural detail on all four sides. Staff does have a few ways in which we'd like to see the elevations change slightly, but the development team has been responsive thus far and the minor details can be worked out during the next stage of the plan review process.

Screening

On November 28, 2018, the developer conducted a neighborhood meeting. The neighbors expressed a desire for screening from the headlights of the vehicles parking in the stalls facing Linden Avenue. In response to this, the developer is proposing a berm and heavier landscaping as screening between the parking and the east property line. The existing retaining wall and landscaping (lilac bushes) in the Linden Avenue right-of-way will also be retained.

Utilities

Powerlines running along the public right-of-way have been buried with similar past projects. The Fire Inspector has reviewed the proposal and does not feel that burial will be necessary with the design as proposed. The City hopes to study the County Road E corridor in the future and coordinate boulevard improvements with the County, including a multi-use trail along the north side. If main lines are to be buried, it would be more economical to perform the work in conjunction with other ROW improvements. Adjacent property owners may be asked to contribute to such efforts through assessments and we would expect the developer to participate financially at that time.

Other

Trash and recycling will be stored inside the building and all roof top and ground mounted mechanical equipment will be screened.

Such a development is over due. The most recent comparable apartment building in the city is Lakewood Place, on County Road D near Century Avenue, which was built in 2004. The five properties have a current taxable value of less than one million dollars. This development is a 30 million dollar investment in our community. In addition to much needed housing, it will provide a boost to the local tax base. The increase in residential households from 2 to 189 will have a significant positive economic impact in the immediate area, and the improvement of these properties will help to both attract and retain businesses, stimulating opportunities for the enhancement of the County Road E corridor. The average value of a single family residence in White Bear Lake is \$222,500. For comparative purposes, an equivalent investment in single family construction would require 45.5 acres of land and only produce 135 units. As a fully built out community, White Bear Lake has few parcels of the size to accommodate future growth. In order to continue to grow, the built environment will need to intensify, including vertically.

Staff has confirmed that Schafer Richardson will be the long term owner of the property. They are a very experienced owner operator: they've developed approximately 1,900 units of multifamily housing, 485,000 square feet of office and approximately 100,000 square feet of retail in recent years. Their multifamily properties are managed by Steven Scott Management who manages over 9,000 units in the metropolitan area.

DISCRETION

The City's discretion in approving or denying a Concept PUD is high. It is up to the City to decide whether the flexibility requested from code is a reasonable trade-off for the quality of development proposed. A PUD must be consistent with the Comprehensive Plan, and, similar to a CUP, the City may impose reasonable conditions it deems necessary to promote the general health, safety and welfare of the community and surrounding area. The City should not lightly approve such a request, as once the Concept Plan is approved, there is little authority to deny the next stage of the review and approval process so long as it complies with the concept plans.

SUMMARY

The subject proposal deviates from current code in three areas: parking, density and open space. However, the City's one-size-fits-all parking requirement is both dated and excessive – it would cause both the unnecessary paving of land and increases in rent. Staff intends to further study and hopefully refine this requirement with the forthcoming comprehensive update of the zoning code. In relation to density, the project is simply ahead of its time. The Draft 2040 Comprehensive Plan designates the subject site for 25 to 40 dwelling units per acre. The project is an appropriate example of the type of development intended in the new Transit-Oriented Development (TOD) land use category. Finally open space. This is the one area where staff feels a little flexibility is truly being requested. In exchange, the project exceeds city standards in four areas: the architectural design and quality of façade materials, the modern on-site amenities, the enhanced stormwater design (the tree trench in the entry) and the possible future financial contribution to burying of powerlines. Staff finds that, with these enhancements, the increased setbacks, and access onto County Road E the proposed development is appropriate for the location and compatible with the neighborhood. Details - such as tree replacement, lighting, and other yet to be discussed items - will be worked out with the development submittal.

RECOMMENDATION

Staff recommends approval of the PUD General Concept Plan subject to the following conditions:

1. All application materials, maps, drawings, and descriptive information submitted with this application shall form the foundation for the Development Plan Stage of the PUD.
2. All recommendations from the Traffic Study shall be incorporated into the development, except for the one relating to Scheuneman Road.
3. The concept is approved assuming a 3/4ths or right-in/right-out access on County Road E. Complete denial of a County Road E access point will trigger a revisit of the traffic study and re-evaluation of the proposal.
4. The applicant shall apply for a Development Stage PUD within six (6) months from the date the City Council grants General Concept Plan approval. The following items shall be submitted with the Development Plan Stage application:

- a. Evidence of approval from Ramsey County Traffic Engineering for the access opening onto County Road E
- b. Existing Conditions Survey
- c. Tree Survey, Preservation Plan and Replacement Plan
- d. Detailed Landscape Plan with species chart and planting details
- e. Grading and Drainage Plan with stormwater infiltration details and calculations
- f. Erosion Control Plan
- g. Utility Plan
- h. Photometric Plan with lighting fixture details
- i. Demolition Plan
- j. Complete Floor Plans
- k. Building Elevations – all four sides
- l. Building Material Sample Board and Color Palette
- m. Shadow Study
- n. Written statement outlining any changes to the plans since General Concept Plan approval, and a summary explaining the rationale behind those changes.

ATTACHMENTS

1. Draft Resolution of Approval
2. Location/Zoning Map
3. Bruce Vento Graphic
4. WB Area Chamber of Commerce Letter, dated Jan. 23, 2019
5. Project Narrative
6. Nine Design Principles Response
7. Traffic Study Conclusions and Recommendations (2 pgs)
8. Market Study – select pages (4 pgs)
9. Cover Sheet, Existing Conditions (2 pgs), Site Plan, Context Study, Elevations Renderings (2pgs), all dated December 17, 2018.

RESOLUTION NO. _____

**RESOLUTION APPROVING A GENERAL CONCEPT PLAN FOR
THE WHITE BEAR LAKE APARTMENTS
WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

WHEREAS, a proposal (19-1-PUD) has been submitted by Schafer Richardson, requesting approval of a general concept plan from the City of White Bear Lake at the following site:

ADDRESS: 19XX, 1907, 1713, 1715, and the land-locked parcel adjacent thereto: PID # 273022440199.

LEGAL DESCRIPTION: Attached.

WHEREAS, THE APPLICANT SEEKS THE FOLLOWING: General Concept Stage approval of a Planned Unit Development, per Code Section 1301.070, for a 189 unit market rate apartment building; and

WHEREAS, the Planning Commission has held a Public Hearing as required by the City Zoning Code on January 30, 2019; and

WHEREAS, the City Council has considered the advice and recommendations of the Planning Commission regarding the effect of the proposed Concept PUD 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 after reviewing the proposal, 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.
7. The special conditions attached are hereby approved.

FURTHER, BE IT RESOLVED, that the City Council of the City of White Bear Lake hereby approves the requested PUD General Concept Plan subject to the following conditions:

1. All application materials, maps, drawings, and descriptive information submitted with this application shall form the foundation for the Development Plan Stage of the PUD.
2. All recommendations from the Traffic Study shall be incorporated into the development, except for the one relating to Scheuneman Road.
3. The concept is approved assuming a 3/4ths or right-in/right-out access on County Road E. Complete denial of a County Road E access point will trigger a revisit of the traffic study and re-evaluation of the proposal.
4. The applicant shall apply for a Development Plan PUD within six (6) months from the date the City Council grants General Concept Plan approval. The following items shall be submitted with the Development Plan Stage application:
 - a. Evidence of approval from Ramsey County Traffic Engineering for the access opening onto County Road E
 - b. Existing Conditions Survey
 - c. Tree Survey, Preservation Plan and Replacement Plan
 - d. Detailed Landscape Plan with species chart and planting details
 - e. Grading and Drainage Plan with stormwater infiltration details and calculations
 - f. Erosion Control Plan
 - g. Utility Plan
 - h. Photometric Plan with lighting fixture details
 - i. Demolition Plan
 - j. Complete Floor Plans
 - k. Building Elevations – all four sides
 - l. Building Material Sample Board and Color Palette
 - m. Shadow Study
 - n. Written statement outlining any changes to the plans since General Concept Plan approval, and a summary explaining the rationale behind those changes.

The foregoing resolution, offered by Council member _____ and supported by Council member _____, 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.

Signed

Date

Printed Name and Title

LEGAL DESCRIPTION**Parcel 1:**

That part of Lot 22, "Strawberry Acres", according to the plat thereof, lying Easterly of a line drawn from a point on the North line of said Lot 22, distant 490 feet Easterly of the Northwest corner thereof to a point of the North right of way line of Minnesota Department of Transportation Right of Way Plat No. 62-2, distant 490 feet Easterly of the Southwest corner of Lot 25 of said "Strawberry Acres", as measured along said North right of way line.

Ramsey County, Minnesota
Abstract Property

(PID No. 27-30-22-44-0199)

Parcel 2:

All that part of the West 200 feet of the East 330 feet of Lot 26, "Strawberry Acres", according to the plat thereof, lying Easterly of a line drawn from a point on the North line of Lot 22, "Strawberry Acres", distant 490 feet Easterly of the Northwest corner thereof to a point of the North right of way line of Minnesota Department of Transportation Right of Way Plat No. 62-2, distant 490 feet Easterly of the Southwest corner of Lot 25 of said "Strawberry Acres", as measured along said North right of way line, EXCEPT, that portion of said Lot 26 lying Southerly of the Northerly right of way line of Minnesota Department of Transportation Right of Way Plat No. 62-2.

Ramsey County, Minnesota
Abstract Property

(PID No. 27-20-22044-0201)

Parcel 3:

The West 65 feet of the East 130 feet of Lot 26, "Strawberry Acres", according to the plat thereof.

Ramsey County, Minnesota
Abstract Property
(27-30-22-44-0014)

Parcel 4:

The East 65 feet of Lot 26, "Strawberry Acres", according to the plat thereof.

Ramsey County, Minnesota
Abstract Property

(27-30-22-44-0013)

Parcel 5:

Lot 23, "Strawberry Acres", according to the plat thereof.

Ramsey County, Minnesota
Abstract Property

(PID No. 27-30-22-44-0012)



Hwy 61

B-3

B-4

R-7

P

KINGSLEY AVE

R-3

ROTH PL

HILL AVE

HIGHLAND AVE

CEDAR AVE

**SUBJECT SITE:
NORTHWEST QUADRANT
COUNTY ROAD & LINDEN AVENUE**

Hoffman Road

R-6

R-5

CHERI CT

RICHARD CT

AUGER AVE

Gem Lake

R-7

SPRUCE CT

SPRUCE PL

B-4

R-6

B-1

COUNTY ROAD E

Vadnais Heights

I-1

DBD

R-5

AUGER AVE

HIGHLAND AVE

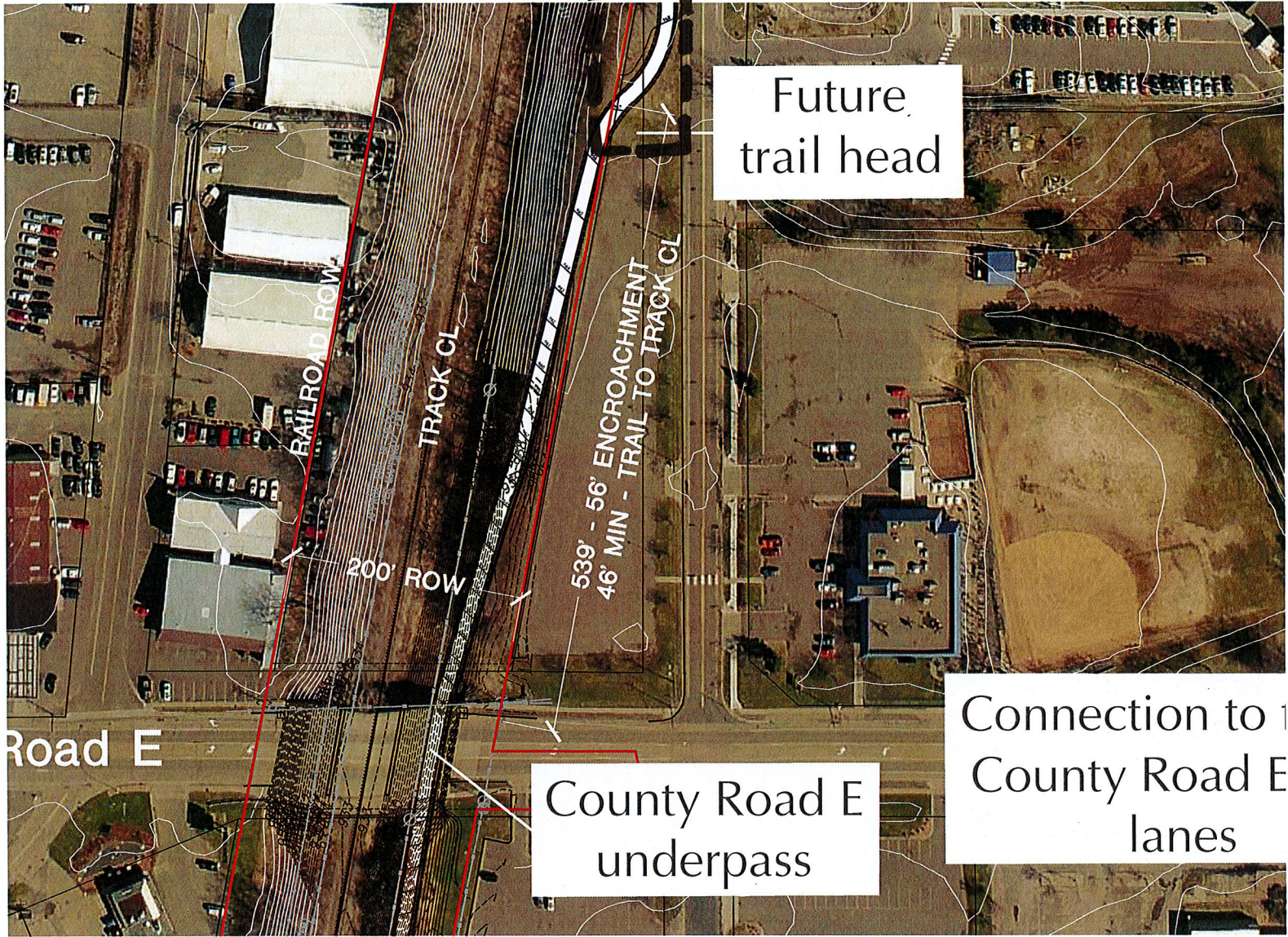
City of
White Bear Lake
Planning and Zoning Office
(612)-429-8561

CASE NO. : 19-1-PUD
CASE NAME : White Bear Lake Apartments
DATE : January 30, 2019

Bruce Vento Regional Trail

Planned Trail Alignment

Area of Encroachment





**WHITE BEAR AREA
CHAMBER OF COMMERCE**

**4751 Highway 61
White Bear Lake MN 55110**

January 23, 2019

Dear Ms. Crosby,

I want to inform you that the White Bear Area Chamber of Commerce Board of Directors has voted in support of the proposed Schafer Richardson apartment development.

We believe this development will have a positive and transformative impact on the County E corridor. The 189-unit apartment complex will generate additional revenue for the businesses well beyond the northwest quadrant of County Road E and Linden where the apartment will be located.

Additionally, there is only a 1% vacancy rate for apartments in the White Bear area and this development will help alleviate that shortage. This market rate rental housing represents an alternative option for our older population as they downsize their living arrangements. Furthermore, it offers a rental choice for younger people looking to become permanent stakeholders in the White Bear Area. As the city moves ahead to make improvements along the County Road E corridor this proposed development will enhance the economic vitality along the entire County Road E corridor.

On behalf of the White Bear Area Chamber of Commerce, we offer our full support for this proposed apartment complex and applaud Schafer Richardson for considering White Bear Lake for this innovative development proposal.

Tom Snell

Executive Director
White Bear Area Chamber
651.429.8593



1709, 1713, 1715, XXXX and XXX County Road E Redevelopment Concept Plan:

Proposed Use and Project Description

Schafer Richardson is proposing the redevelopment of five contiguous parcels totaling 4.8 acres on County Road E into a market rate multifamily rental property. The site would be transformed from its current state accommodating three mid-century single-family homes into a vibrant new community.

The proposed new building would be an approximately 209,200 square foot four-story wood frame apartment building with one 52,300 square foot level of underground parking. The building will contain approximately 189 apartments. The current mix of units includes studios (40), 1-bedroom (90), 2-bedroom (55), and 3-bedroom (4) units.

The building has been designed for consistency with the architecture and lakeside community feel of the surrounding area. The building's cladding will be a mixture of masonry and fiber cement materials with a pitched and gabled shingle roof. Additional information on design can be found in the Design Principles Memo.

The development will feature indoor and outdoor amenity spaces, primarily located on the first level to serve community residents. Building wide amenities will include a fitness center, outdoor patio, and a pool, package notification and storage system, yoga studio, community room, interior bike parking, an on-site management office, and open space located in the northeast corner of the lot. In unit amenities will include solid surface countertops, stainless steel appliances, balconies or patios in select units and a washer/dryer in every unit. Approximately 275 parking stalls, 140 of which will be located in the underground garage, will serve building residents.

The site plan shows entrances from both County Road E and Linden Avenue. New landscape and streetscape elements will be added in private areas along the right of way. These are planned to include an aesthetically pleasing combination of native and urban-tolerant trees and plantings, a large earth berm along Linden Avenue to screen vehicular lighting, and a sidewalk connecting the proposed development to existing infrastructure. The site will meet required stormwater management standards through both traditional underground means as well as a tree trench system planned in the central island facing County Road E and leading to the main entrance. Decorative lighting will be used on the building façade that will enhance security and safety for residents.

This development will be pursuing a Planned Unit Development (PUD), as many other newer developments have on order to accommodate scale-related efficiencies in parking and other areas. This development has a density of approximately 40 units per acre, a ratio common for newer multifamily suburban development, but higher than the site's by-right development can accommodate.

Parking on this site was planned using data we have gathered from our experience with other suburban developments. We have noticed that a better ratio for parking demand is stalls per bedroom as opposed to stalls per unit.

This metric adjusts with the unit mix of the building so an apartment building geared towards two and three bedroom users would provide more parking than a building with the same number of units but a significantly greater proportion of one bedrooms and studios. We have found that the parking minimum to satisfy ample demand for a building is just over 1 stall per bedroom with the majority of our market rate developments providing 1.05 to 1.15 stalls per unit. This development has approximately 1.1 stalls per bedroom.

Additionally, were the city to prefer additional parking beyond this minimum to having open space, a parking plan could be generated for the northeast corner of the site that could accommodate an additional 41 surface stalls. This would bring the per unit and per bedroom parking ratios to approximately 1.67 and 1.25 respectively. We believe that residents would prefer a closer to code required amount of open space rather than surface parking, however.

Conservative estimates of open space on the site result in 436 square feet per unit, a shortfall of approximately 64 square feet per unit or roughly 12,100 square feet in total. Eliminating usage on that large a portion of the site or reducing the number of units to lessen that burden is not financially or spatially feasible and will also be noted in the formal PUD request.

Construction is projected to take approximately 16 months and conclude in the fourth quarter of 2020.



DESIGN/BUILD | CONSTRUCTION MANAGEMENT | GENERAL CONTRACTING

Memorandum

Date: 17 December 2018

Project: White Bear Lake Apartments
1715 County Road E
White Bear Lake, Minnesota

From: Erik Peterson, Assoc. AIA

To: Samantha Crosby
Planning & Zoning Coordinator – City of White Bear Lake

Re: Nine design Principles – White Bear Lake Apartments

The following is a list of responses to the Nine Design Principles as they pertain to the proposed apartment development at 1715 County Road E.

1. Regionalism: How does the architecture fit with the community in respect to climate, local material and history?

Response: This building has been designed to allow density to progress from the low-density single-family homes to medium density townhomes and then to high-density buildings, as they get closer to Highway 61. The corner of County Road E and Linden Avenue represents this transition from residential to commercial and industrial areas. The placement of the building provides a buffer for the townhomes and single-family homes to the east much like Hoffman Place does. The heights, density, and size of the homes in the area mimic this transition. The heights vary in the area from 1-4 stories. The building heights evolve from the shorter single-family homes on Auger Ave, to the townhomes along Linden Ave, to Hoffman Place, The Waters and the proposed development.

Architecturally, this building is classical in nature, opting for a lakeside aesthetic with time tested features such as roof gables, detailed mullion patterns, green space and programmed recreational spaces over an abundance of concrete, a flat roof design, hung protrusions and over simplification of exterior materials. The Nantucket architectural style fits the character of both local installations and the greater community.

2. Context: How was the development designed to fit within the context of the site (such as topography, views, other natural features and characteristics of surrounding properties)? Has a market study been conducted for this use at this site?

Response: The building is designed with a north-south orientation to maximize the available sun exposure. 85% of the units will have either a south, west and/or east-facing window, allowing them to receive sunlight during some portion of every day. The "U" shape to the building wraps around the courtyard space to create a microclimate by blocking the prevailing winds while still proving southern



DESIGN/BUILD | CONSTRUCTION MANAGEMENT | GENERAL CONTRACTING

exposure for the pool area and courtyard. We are proposing to leave northeast the finger of the site as green space enabling the townhomes to effectively "borrow" the views of the proposed developments northern garden environment. The careful placement of landscaping around the site will define a public street realm along with private realm, while still allowing the development to be part of the greater neighborhood by connecting the development with new sidewalks to existing infrastructure. Placing the building near the western property line will help block the noise from denser commercial uses to the west to the medium density housing to the east. It also will provide the least amount of visual intrusion to developments on the eastern side and allow for the larger planned berms screening the eastern community from views of parking and light originating therefrom.

Please see market study provided as part of submittal for specific market and demographic findings.

3. Scale and Massing: How does the scale of the building fit with the surrounding buildings and what massing strategies have been used to affect scale at a pedestrian level as well as the distant panoramic view? What techniques have been employed (such as landscaping) to mitigate any large, blank surface, such as a windowless façade or a large expanse of asphalt? Can daylight reach into all parts of the building?

Response: The design of the building uses many features to create a pleasing and context appropriate visual presence. The roofline is broken up by the numerous smaller roofs to minimize scale. The articulations of the façade create visual interest by using different materials and variations of plane. The lap siding, shingle siding, cultured stone, and glass create depth, texture and fenestration to the exterior skin. We chose to use these materials because they reflect the character of the existing residential buildings and community design aesthetic of White Bear Lake. The apartments are accessed from a central corridor that runs through the middle of the building, which allows every bedroom and living room to have a window. This prevents any large windowless areas of the façade. Inset and post-supported balconies also break up the building's exterior. Overall height of the building can be seen replicated to the north at The Waters of White Bear Lake and a building massing can be found in the Concept Context Study. Care has been taken to design landscape islands into the parking areas to create smaller parking fields along with perimeter landscaping to screen the adjacent properties. Although not shown in the Concept Context Study, it is planned for the existing retaining wall, Lilac bushes and other plantings in the right of way to remain undisturbed.

4. Composition: Is the building proportionally correct? (ie: is the roof of a one-story building only a foot or two above the ceiling?)

Response: Proportionally the building mass is pared down into smaller and medium size elements to create a whole. The medium sized blue façade features recessed balconies that break up the larger structure in to smaller home like features. The smaller gabled vertical features produce an even smaller scale to the larger whole. The horizontal and vertical diversity of the building, along with recessed balcony corners on the primary façade along county road E to minimize scale. The building has been designed with market standard ceiling heights and appropriately sized pitched roof.

5. Hierarchy: What is the visual emphasis of the building?

Response: The courtyard is the center of the building and the focal point of the entry and design. The central glazed gable feature grounds the courtyard and the community spaces it provides. The courtyard generates wayfinding that shepherds guess and residents to the front door. Creating a space that is both private and addresses the streetscape is vital for the courtyard to function as a focal point.



DESIGN/BUILD | CONSTRUCTION MANAGEMENT | GENERAL CONTRACTING

6. Color: What is the color pallet? Please provide a material sample board with color pallet for review.

Response: The color pallet consists of a mixture of neutral greys with white outline highlights and deep blue vertical features. The building base will be emphasized by a buff colored masonry to connect the building to the ground.

7. Detail and Craftsmanship: Who is the builder? Do you have any existing projects we can visit?

Response: Amcon Construction will provide Architectural services and General Contracting services for the project. The development will be realized through the Design-Build delivery method. With the design-build delivery method, the Owner manages a single contract with a sole point of responsibility. The designer and contractor work together from the early design stages to the final completed project, as a team, providing unified development recommendations to fit the Owner's vision and budget. Any alterations are addressed by the entire team, owner, designer, and contractor, leading to collaborative problem solving and innovation.

Individually Amcon Construction and Schafer Richardson have completed numerous multifamily housing projects. In the past two years, the team of Schafer Richardson and Amcon Construction have completed two apartment projects together:

*The Parkway Off Central (2017) (191 Units)
9436 Ulysses St NE
Blaine, MN 55434*

*The Sixton (2018) (133 Units)
1601 Harvest Lane
Shakopee, MN 55379*

Additionally, the developer has extensive additional multifamily experience. The most recent comparable development was Eastwood Ridge, located in Rochester, MN.

8. Transformation: How well will the building adapt to changes in tenants? Can this design gracefully transform into another use- what is its reincarnation?

Response: A structure designed for multi-family housing is difficult to transition to another use that is not some type of housing. With small modifications to the interior program, the building could be morphed into an assisted living facility, cooperative apartment, short term or extended stay hotel, senior housing or similar housing use targeting specific demographics.

9. Simplicity: What is the idea or concept behind this design? Are there any faux elements? If so, please explain their reason.

Response: The Building's design is based on providing an upscale living community offering well-appointed apartment homes. Our development offers spacious studio, one, two, and three-bedroom floor plans designed with open kitchens, sleek stone counter tops and hardwood cabinetry. Our community amenities include a state of the art fitness center, stylish courtyard with pool, barbeque grills, fire pit and beautifully manicured landscaping. Residents will also enjoy the first floor Club Room with comfortable seating, fireplace, as well as a kitchen for private get together or resident events. The design and materiality proposed support the upscale amenities and finishes expected by the market.



If you have further questions or concerns please feel free to contact me at 651.379.9015

Sincerely,

Erik Peterson Assoc. AIA
Project Captain
Amcon Construction Co. LLC

5. Conclusions and Recommendations

The traffic impacts of the proposed development were thoroughly studied, and the principal findings are:

- The proposed development is expected to generate 832 new trips during an average weekday, 57 new trips during the weekday a.m. peak hour and 81 new trips during the weekday p.m. peak hour.
- While not satisfying the City Code requirements, the amount of parking proposed for the development is projected to meet peak period demand according to national and local data.
- The County Road E and Highway 61 corridors are edging the planning level “nearing congestion” range and are expected to continue to have continued traffic growth regardless of this development. However, all roadways and intersections, except one, have acceptable queues and delays through the 2020 build scenario based on the capacity analysis.
- The County Road E/Scheuneman Road intersection is expected to have long queues on the northbound approach, starting with the 2020 No Build scenario. Primarily due to the proposed Hy Vee development, these queues are expected with or without the proposed development.
- Little to no operational differences occur at the proposed site driveways or the County Road E/Linden Avenue intersection when comparing the County Road E access driveway restrictions as a 3/4-access or a right in/right out only access.
- The proposed site driveway to County Road E does have the following:
 - A two-way center left turn lane on County Road E for safe entering left turn movements.
 - No interference with movements on other public or private driveway intersections.
 - The potential to serve as a combined access to future development west of this site.
 - The potential to slightly reduce the proposed development’s traffic on Linden Avenue.
- No indoor or outdoor bicycle parking locations are shown within the development.

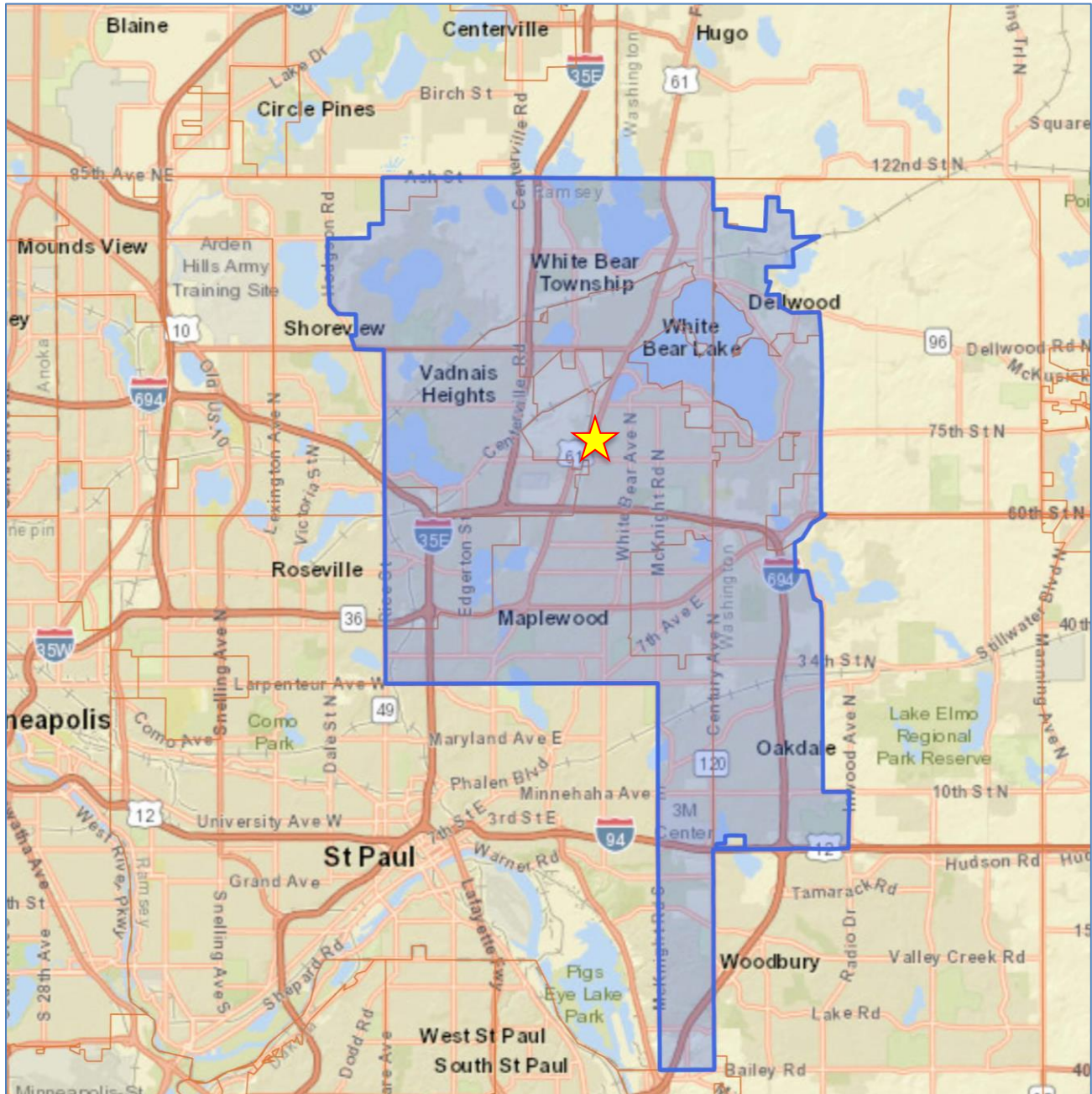
The following recommendations are made based on the above findings:

- Continue monitoring of future volumes on Highway 61 and County Road E, implementing appropriate access management to reduce conflicts and providing future intersection improvements as needed like signal retiming and turn lanes to reduce or eliminate bottlenecks.
- Provide two northbound lanes on Scheuneman Road at the County Road E intersection. Necessary for future operations with or without the proposed development, two lanes reduce the expected queuing to acceptable levels.
- Operate the proposed access driveway to County Road E under 3/4-access, eliminating the exiting left turn movement. The design of this access driveway

will need a raised median to direct exiting traffic to the west and a right turn lane for entering traffic from westbound County Road E.

- Provide pavement markings for the designated parking lot crossing in the southeast corner of the lot. This striping will highlight the area for drivers and further encourage pedestrians to cross at this location as they connect to the County Road E/Linden Avenue intersection.
- Provide well lit, outdoor, bicycle parking spaces and an indoor bicycle room for short-term and long-term bicycle parking. A bicycle maintenance station is also recommended at either location to further promote bicycle travel.
- Encourage all loading and truck activity to occur outside of peak periods (7:00 am to 9:00 a.m. and 4:00 to 6:00 p.m.).

Primary Market Area



Rental Market Overview

Marquette Advisors conducts a quarterly survey of the rental housing market in the Twin Cities Metro Area. The 3rd Quarter 2018 Apartment Trends report found that the metrowide vacancy rate was 2.3% for stabilized properties (excluding newly built properties still in their initial lease-up period). This is down from a 2.5% vacancy rate in 3rd Quarter 2017. It should be noted that even when including properties still in their initial lease-up, the vacancy rate was still 3.3%.

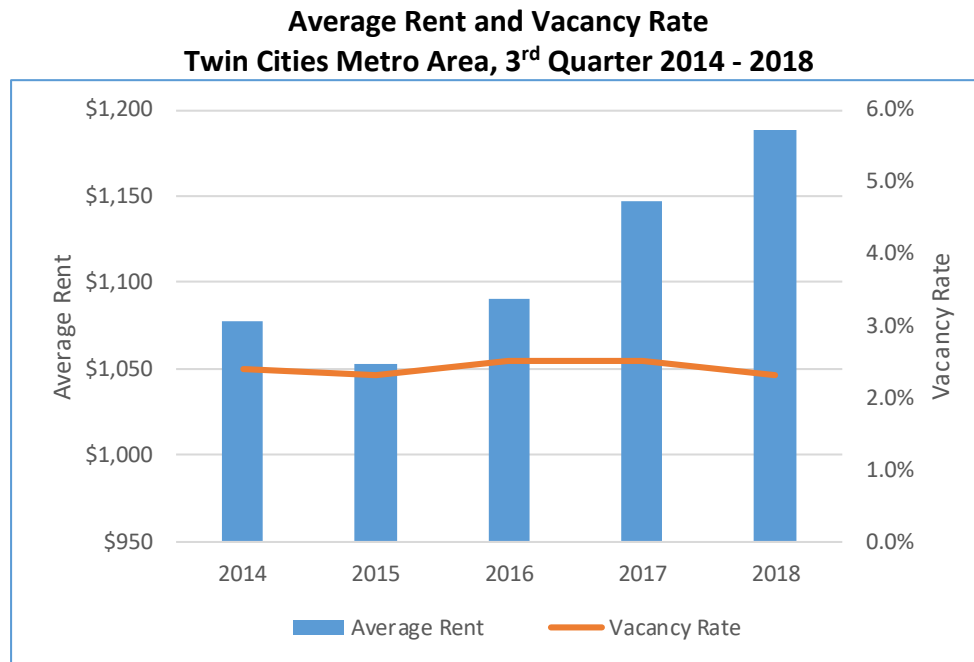


Table 7 shows information from the Marquette Advisors Apartment Trends report for the communities comprising the PMA. The following are key highlights from the report.

- ▶ Average monthly rents in the Metro Area during 3rd Quarter 2018 were 3.6% higher than in 3rd Quarter 2017. Monthly rents averaged \$1,047 for one-bedroom units and \$1,272 for two-bedroom units. For properties built since 2000, monthly rents averaged \$1,527 for one-bedroom units and \$1,906 for two-bedroom units.
- ▶ The survey by Marquette Advisors found 3rd Quarter 2018 vacancy rates in the PMA communities to generally be below 2.0%. The vacancy rate of White Bear Lake was 1.0%, down from 2.2% in 3rd Quarter 2017. Overall, with these low vacancy rates, there is very little consumer choice available to households seeking to move into rental housing on short notice.
- ▶ The submarkets in Table 7 have a combined 6,581 units surveyed by Marquette Advisors. At the vacancy rates for each submarket, only 108 units were vacant and open for immediate occupancy (1.7% vacancy rate).

Table 11
Market Rate Rental Housing Demand Calculation
Primary Market Area
2018 to 2023

Demand from household growth in the PMA		
A	Age/income-qualified households in 2018 ¹	23,005
B	Age/income-qualified households in 2023 ¹	23,787
C	Projected growth of the age/income-qualified household base (B - A)	782
D	Proportion of qualified base estimated to rent their housing ²	35%
E	Demand for rental housing, 2018 to 2023 (C x D)	274
Pent-up Demand		
F	Units needed to reduce the apartment vacancy rate to 95%	171
Demand from turnover of existing households in the PMA		
G	Estimated number of renter households in 2018	16,106
H	Estimated % turnover between 2018 and 2023 ²	72%
I	Estimated % of renter households age-/income-qualified	25%
J	Estimated % desiring new rental housing	10%
K	Demand from turnover of existing households (G x H x I x J)	286
Total Demand for market rate rental housing in the PMA		
L	Demand from household growth, pent-up demand, and turnover (E + F + K)	731
M	Demand from outside the PMA	15%
N	Total Demand for market rate rental housing in the PMA (L / (1 - M))	860
M	Market rate units opened since 2018 or under construction	378
N	Unmet market rate rental demand, 2018 to 2023 (N - O)	482
O	Estimated % of unmet demand capturable by the Site	40% - 45%
P	Market rate units supportable on the Site (P x Q)	193 - 217
¹ Households under age 65 with incomes above \$50,000 in 2018. Households with incomes of \$50,000+ could afford gross monthly rents of \$1,250+		
² Based on 2016 American Community Survey data.		
Source: Viewpoint Consulting Group, Inc.		

Preliminary Conclusions and Recommendations

Newer market rate apartments surveyed in and near the PMA are operating at an overall 98% occupancy rate, indicating potential for additional units in the Northeast Metro Area, including White Bear Lake. This assessment demonstrates sufficient demand to potentially support approximately 190 to 215 units of market rate rental housing on the subject Site.

Table 12 shows the recommended monthly rents for market rate units at the proposed development. The rents would be near the top of the market among new developments in the surrounding area. Given that it would be the newest property and would have a good location on County Road E, it should be able to command rents that average \$2.24 per square foot for studio units to \$1.52 for three-bedroom units in 2018 dollars (about \$1.78 per square foot combined among all unit types), including covered parking but excluding utilities.

To achieve the recommended rents, the proposed development should have amenities similar to other market rate properties in the area – at a minimum underground parking, in-unit washer/dryers, kitchen islands, a community room, fitness room, and outdoor patio with grills and fire pit, swimming pool, and picnic area.

Table 12
Rent and Unit Size Recommendations
Proposed White Bear Lake Rental Development
October 2018

Unit Type	Monthly Rent*	Sq. Ft.	Rent/SF
Stu	\$1,100 - \$1,250	500 - 550	\$2.24
1BR	\$1,325 - \$1,550	700 - 800	\$1.92
2BR	\$1,675 - \$1,950	1,025 - 1,175	\$1.65
3BR	\$2,020 - \$2,200	1,350 - 1,425	\$1.52
* Monthly rents are quoted in 2018 dollars and exclude utilities.			
Source: Viewpoint Consulting Group, Inc.			



Richardson Corner

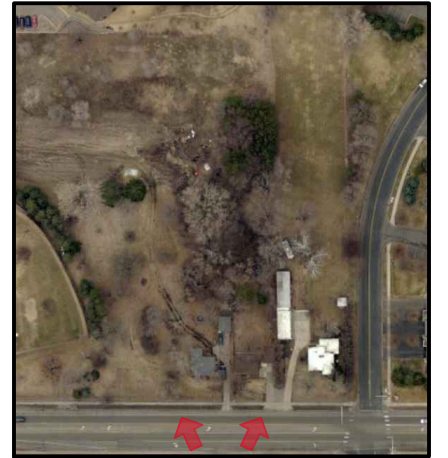
1715 Corn Road, Richardson, MN 55110

Corner House

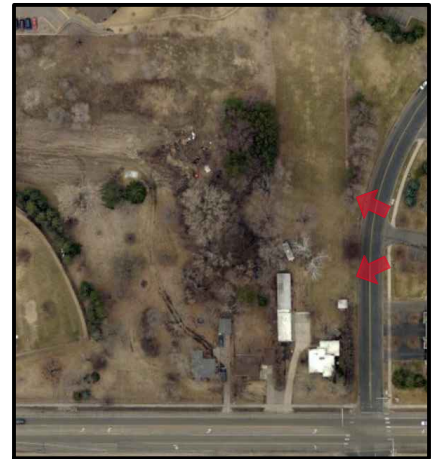
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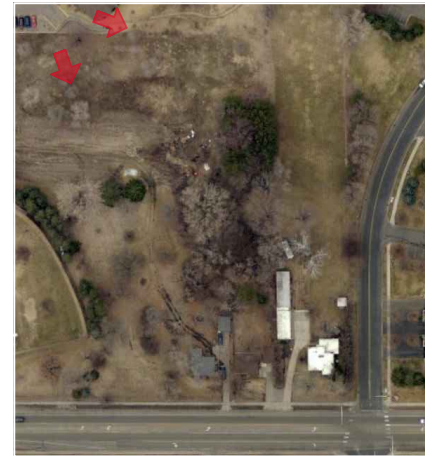
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1715 COLUMBIAN ROAD NORTH AND NORTH

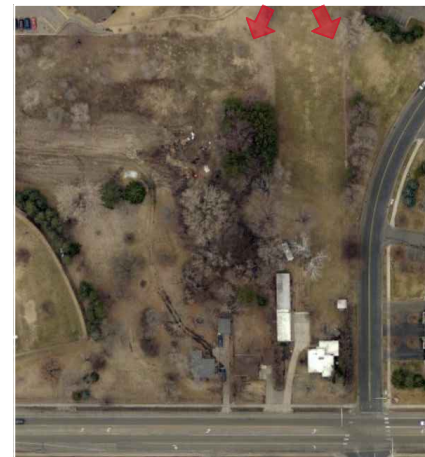
DATE: 1/17/2018



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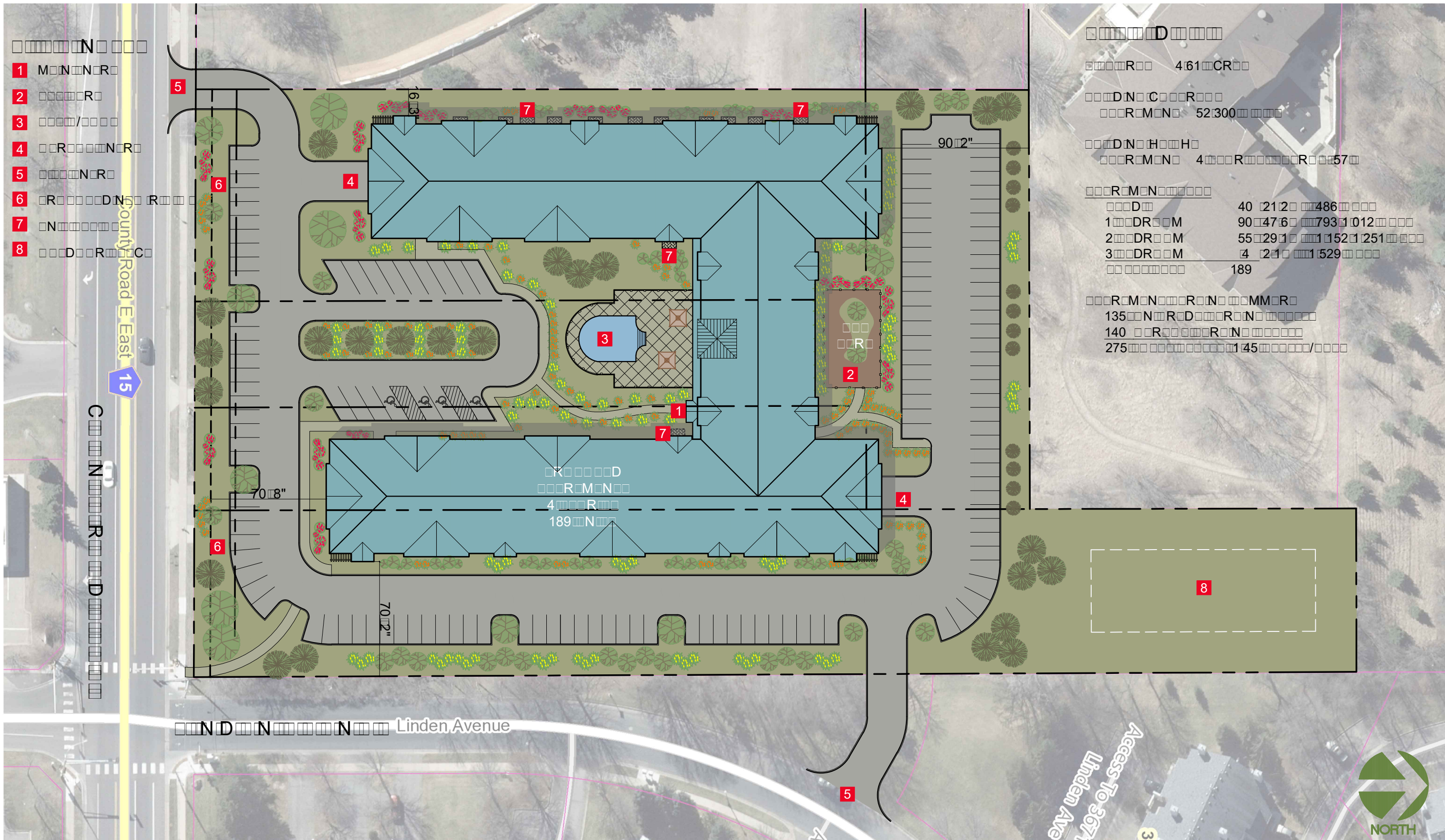


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1715 Cedar Road, Merrimack, NH 03055

1715 Cedar Road, Merrimack, NH 03055

CONCURRENDRN

December 17, 2018



City of White Bear Lake
COMMUNITY DEVELOPMENT
DEPARTMENT

MEMORANDUM

TO: The Planning Commission

FROM: Ashton Miller, Planning Technician

DATE: January 23, 2019 for the January 30, 2019 Planning Commission Meeting

SUBJECT: Stonehouse PUD, 4466 Centerville Road - Case No. 19-2-PUD

REQUEST

Lisa Stonehouse, owner of Stonehouse Catering, is requesting both general concept phase and development stage approval of a Planned Unit Development (PUD) for the property at 4466 Centerville Road, to allow for mixed-use. The proposal includes a commercial kitchen on the first floor and two residential units above.

While not a part of this request, the applicant hopes to one day expand the business to include seating for a deli and to be able to host cooking classes and other events on the first floor. See applicants' narrative. When she chooses to pursue this expansion, she will need to apply for an amendment to this PUD request.

SITE CHARACTERISTICS

The property is located on the east side of Centerville Road and south of Highway 96. The 12,978 square foot parcel contains a two-story, mixed-use building which offers retail space on the main floor and a caretaker's apartment on the second. Two curb cuts, one off Centerville Road and the other along an access easement south of the property, provide entry to separate paved lots containing a total of fifteen parking stalls.

BACKGROUND

The structure was built in 1983 as a self-service car wash. As a part of the construction, the City granted a Special Use Permit (83-21-S) to allow a caretaker's apartment above the car wash. The two-bedroom apartment unit is approximately 1,000 square feet, while the rest of the upstairs (1,400 square feet) has been used as office space. In 2014, the main floor of the building was remodeled to accommodate a furniture refinishing business, while the upstairs apartment continued to be rented out.

ZONING

The subject property is zoned B-3 – Auto-oriented Business, as are the properties to the north and south. The properties across Centerville Road are in the City of Vadnais Heights and are in a

Planned Unit Development zoning district that include both commercial and residential properties. The proposed catering company is a permitted use in the B-3 District.

The PUD designation supersedes the underlying zoning district’s dimensional standards and bulk regulations. As stated in the Zoning code, “the purpose of the PUD – Planned Unit Development Overlay District is to provide for the integration and coordination of land parcels as well as the combination of varying types of residential and commercial uses.” The PUD is designed to allow greater flexibility in the development of neighborhoods and/or nonresidential areas by allowing variation from the strict provisions of the zoning code related to density, setbacks, height, lot area, width and depth, yards, etc. This flexibility is intended to encourage a more desirable and creative environment than might be possible through the strict application of the code.

ANALYSIS

Housing

One residential unit has existed since the property was first developed, permitted through the caretaker provision, but it has not functioned in that capacity since the car wash closed in 2014. The applicant is asking for PUD flexibility in order to construct a second two-bedroom unit. The footprint of the building will not increase; rather the existing office space on the second floor will be converted to living quarters. Rent for both units will be affordable at 80 percent of area monthly income.

Parking

The proposal is not changing the number of parking stalls on the property. City Code requires a minimum of seventeen spaces, four for the residential units and thirteen for the retail use. The parking lot accessed from Centerville Road currently offers the four required parking stalls for the two proposed dwelling units, however it does not meet the requirement that two of those spaces be enclosed. With four spaces set aside for residents, eleven spaces remain for employees and any customers that may visit the site.

Table 1. Parking Analysis

Land Use	Zoning Code Standard	Required	Existing
Commercial	1 stall per 200 square feet of retail space	13 stalls	11 stalls
Residential	1 enclosed stall + 1 unenclosed stall, per unit	2 enclosed + 2 unenclosed stalls	4 unenclosed stalls
TOTAL		17 stalls	15 stalls

Because the site does not meet parking stall requirements, the applicant is asking for PUD flexibility from the Zoning Code to allow two fewer parking spaces than what is required and no enclosed stalls. When the applicant decides to offer additional services, more parking will be required to accommodate the increase in visitors to the establishment. One potential option is for the applicant to enter in an agreement with a surrounding property owner to share parking spaces, however, the details of any future arrangement will need to be part of a PUD Amendment.

Access

A roadway easement grants use of the access to the south of the property. This access is located

on private property, and as such, is not an option for overflow parking, should the need arise. Overflow parking is an ongoing issue with the property to the east and staff would like to prevent the situation from worsening. Therefore, staff has included a condition that any visitors to the building be notified not to park along the access road, unless a private agreement is developed between the involved parties.

Elevations

The exterior of the building is not changing, except for the addition of ground-mounted mechanical equipment. A condition is included that requires the equipment to be screened with vegetation subject to staff approval.

Other

Due to the addition of a second dwelling unit, the applicant has been informed she will need to apply for a Sewer Availability Charge (SAC) determination with the Metropolitan Council.

The proposed sign is shown to be on the roof of the building, which is not permitted by City Code. However, due to the design of the structure, there is no alternative space available to attach the wall sign. Because of this, signs for previous businesses have historically been in the same location, so staff finds this to be a practical request.

DISCRETION

The City's discretion in approving or denying a PUD is high. It is up to the City to decide whether the flexibility request from code is a reasonable trade-off for the quality of development proposed. A PUD must be consistent with the Comprehensive Plan, and, similar to a CUP, the City may impose reasonable conditions it deems necessary to promote the general health, safety and welfare of the community and surrounding area.

SUMMARY

The proposal deviates from the code in two aspects; parking and mixed use. With four employees on staff at this time, the current number of parking stalls is expected to adequately supply off-street parking for the business. Unenclosed parking helps to keep building costs low, which translates into more affordable rental rates for future tenants. Further, because the area is surrounded by commercial property, enclosed parking is not as essential as it is in a residential neighborhood.

The City has long supported efforts to increase housing stock in the City. A residential unit has been a part of the building since its inception and has not been a detriment to the area. A second residential unit intensifies the use of the property minimally, while providing an affordable two-bedroom apartment in the City. It provides the opportunity for a live/work scenario and adds a level of safety and comfort to those tenants living in the existing unit. Lastly, the mixed-use is not out of character for the area, as townhomes southwest of the property in Vadnais Heights offer a more residential feel to the auto-oriented district and the recent development north of Highway 96 also provides housing near a commercial/retail corridor.

RECOMMENDATION

Staff recommends approval of the Planned Unit Development subject to the following conditions:

1. All application materials, maps, drawings, and descriptive information submitted with this application shall become part of the building permit.
2. Per Section 1301.050, Subd.4, if within one (1) year after approving the Planned Unit Development, the use as allowed by the permit shall not have been completed or utilized, the PUD 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 Planned Unit Development shall become effective upon the applicant tendering proof (ie: a receipt) to the City of having filed a certified copy of the signed resolution of approval with the County Recorder pursuant to Minnesota State Statute 462.3595 to ensure the compliance of the herein-stated conditions.
4. An expansion of the business to include retail, deli, takeout, seating, cooking classes or other events shall require an amendment to the PUD. Until an expansion is approved, there shall be no seating in the kitchen area.
5. Visitors to the property shall be advised not to park along the access easement on the south side of the subject property.
6. A rental license shall be obtained prior to renting the units out.
7. The applicant shall obtain a sign permit prior to installing any signage.
8. The mechanical equipment shall be screened with vegetation approved by staff.
9. The applicant shall obtain all necessary approvals from the Health Department.
10. The applicant shall obtain a building permit prior to beginning any work.

Prior to the issuance of a building permit, the applicant shall:

1. Provide a SAC (Sewer Availability Charge) determination letter from the Metropolitan Council.

ATTACHMENTS

1. Draft Resolution of Approval
2. Location/Zoning Map
3. Special Use Permit 83-21-S
4. Applicant's Narrative
4. General Concept Plans (4 pages)

RESOLUTION NO. _____

**RESOLUTION GRANTING
A PLANNED UNIT DEVELOPMENT
FOR 4466 CENTERVILLE ROAD
WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

WHEREAS, a proposal (19-2-PUD) has been submitted by Lisa Stonehouse to the City Council requesting approval of a Planned Unit Development for the following location:

LOCATION: 4466 Centerville Road

LEGAL DESCRIPTION: North 92.71 feet of the west 173 feet of the south 10 acres of the northwest quarter of the northeast quarter of Section 21, Township 30, Range 22, Ramsey County, MN. Subject to Centerville Road over the west 33 feet and a utility easement over the south 30 feet. (PID # 213022120021)

WHEREAS, THE APPLICANT SEEKS THE FOLLOWING PERMITS: Both General Concept Phase and Development Stage approval of a Planned Unit Development to establish a catering company on the main floor and two residential units on the second, per Code Section 1301.070.

WHEREAS, the Planning Commission has held a public hearing as required by the city Zoning Code on January 30, 2019;

WHEREAS, the City Council has considered the advice and recommendations of the Planning Commission regarding the effect of the proposed Planned Unit Development 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 after reviewing the proposal, that the City Council accepts and adopts the following findings of the Planning Commission:

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

7. The special conditions attached in the form of planned unit developments are hereby approved.

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

1. All application materials, maps, drawings, and descriptive information submitted with this application shall become part of the building permit.
2. Per Section 1301.050, Subd.4, if within one (1) year after approving the Planned Unit Development, the use as allowed by the permit shall not have been completed or utilized, the PUD 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 Planned Unit Development shall become effective upon the applicant tendering proof (ie: a receipt) to the City of having filed a certified copy of the signed resolution of approval with the County Recorder pursuant to Minnesota State Statute 462.3595 to ensure the compliance of the herein-stated conditions.
4. An expansion of the business to include retail, deli, takeout, seating, cooking classes or other events shall require an approved amendment to the PUD. Until an expansion is approved, there shall be no seating in the kitchen area.
5. Visitors to the property shall be advised not to park along the access easement on the south side of the subject property.
6. A rental license shall be obtained prior to renting the units out.
7. The applicant shall obtain a sign permit prior to installing any signage.
8. The mechanical equipment shall be screened with vegetation approved by staff.
9. The applicant shall obtain all necessary approvals from the Health Department.
10. The applicant shall obtain a building permit prior to beginning any work.

Prior to the issuance of a building permit, the applicant shall:

1. Provide a SAC (Sewer Availability Charge) determination letter from the Metropolitan Council.

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

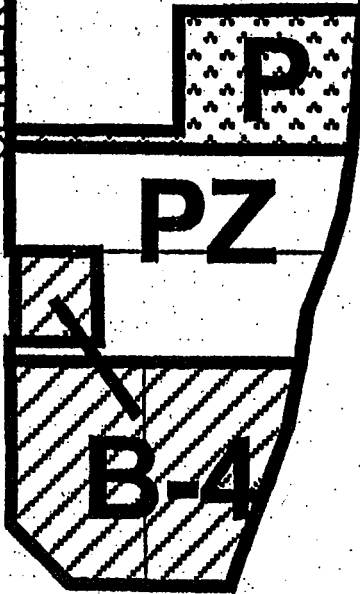
Approval is contingent upon execution and return of this document to the City Planning Office.

I have read and agree to the conditions of this resolution as outlined above.

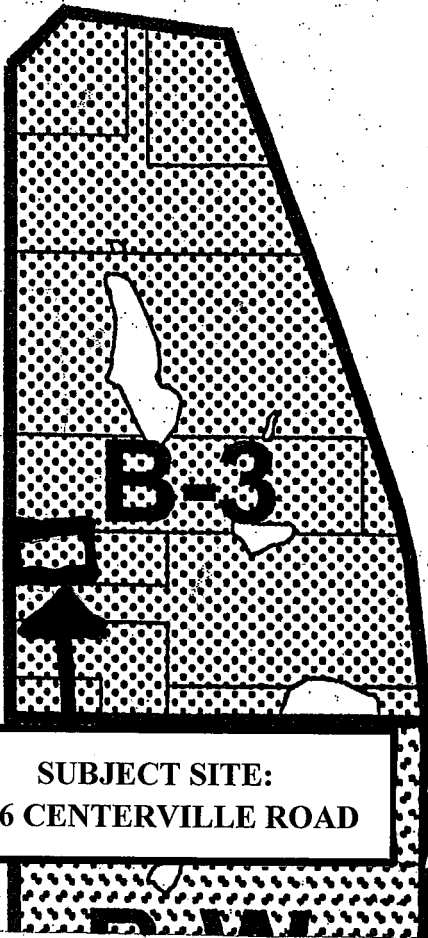
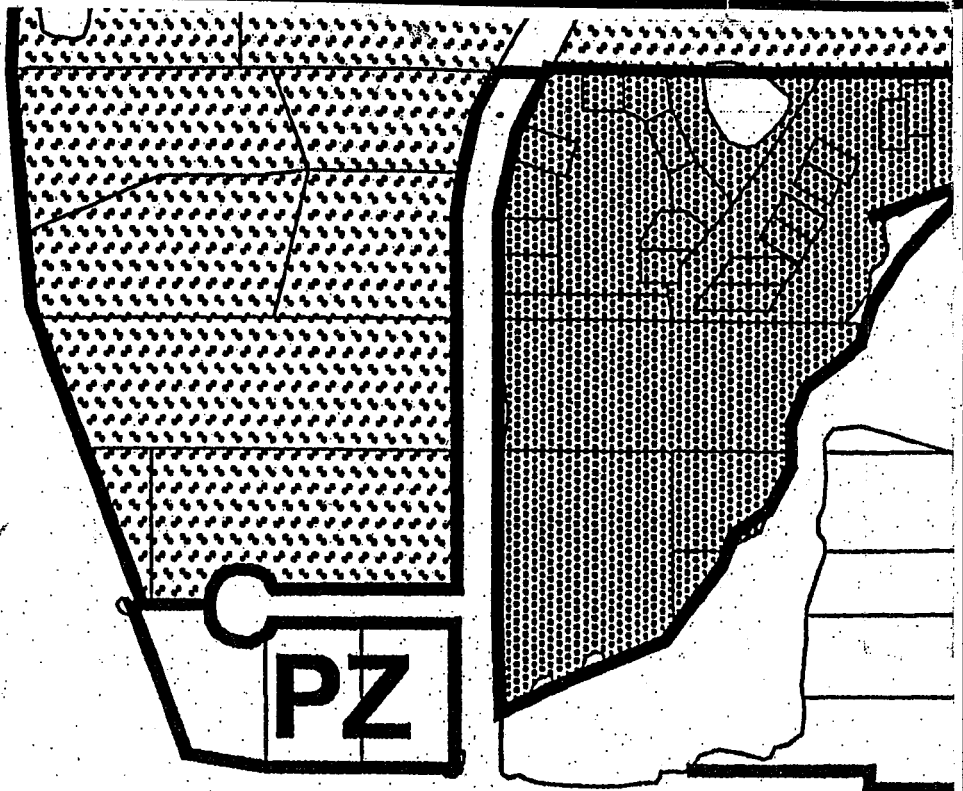
Lisa Stonehouse

Date

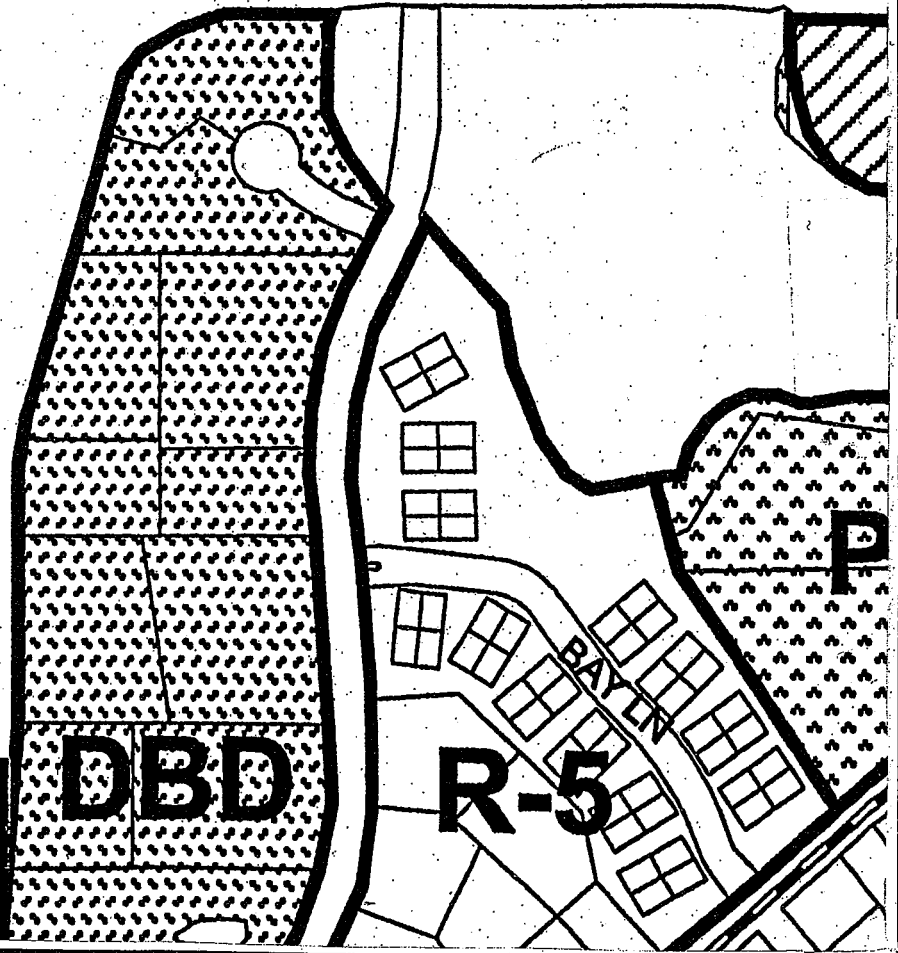
CENTERVILLE RD



I-35E



21 DBD



SUBJECT SITE:
 4466 CENTERVILLE ROAD

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

CASE NO. : 19-2-PUD
 CASE NAME : Stonehouse
 DATE : January 30, 2019

PERMIT NO. 83-21-S

DATE Aug. 9, 1983

CITY OF WHITE BEAR LAKE, MINNESOTA

SPECIAL USE PERMIT

ADDRESS: 4466 Centerville Rd.

APPLICANT: Richard DeSchane

ZONING DISTRICT: GB

Description of request: Special Use Permit for caretaker's apartment
in a commercial building.

PERMITTED USES:

All uses permitted in a GB zoning district and a caretaker apartment
as a part of a commercial building.

SPECIAL CONDITIONS AND RESTRICTIONS AS IMPOSED:

1. At least two parking spaces be designated for the apartment.
2. The people living in the apartment shall be the designated
watchman/caretaker of the car wash/commercial building.
3. The drainage plans for the site be approved by the City Engineer.
4. The parking area and driveway be paved and have concrete curb
and gutter around the perimeter of the site.
5. The driveway from Centerville Rd. be paved before the building
is occupied.

Richard DeSchane, Applicant

Mark W. Grimes, City Planner

Lisa Stonehouse
Stonehouse Catering
1420 County Road E East
Vadnaish Heights, MN. 55110
(651) 472-2293

Stonehouse Catering Application Narrative

Submitted December 17, 2018

Stonehouse Catering is requesting an additional apartment be added to the existing conditional use permit for the second floor of 4466 Centerville Road with a change of use to the first floor to include a commercial kitchen.

Stonehouse Catering is owned by Lisa Stonehouse who moved to Minnesota from New Jersey twelve years ago. The company began in her Shoreview home kitchen in 2010 and grew to commercial rental space first in Little Canada and then in Vadnais Heights. The current staff leads includes Executive Chef, Adam Johnson, who graduated from Le Cordon Bleu and has 15+ years experience in the St. Paul restaurant industry. Mallory Marchio is our catering event lead while her husband, Chuck handles our family catering recipes. Chuck and Mallory managed Fresh Picked Pizza in Shoreview for 6 years. We are a crew that values family and providing hospitality in a uniquely personal AND professional way.

We design creative food made from fresh ingredients. We have experience in corporate events, weddings, bridal and baby showers, anniversaries, birthdays and church events, as well as grad parties and funerals. We serve every occasion from breakfast buffets and appetizer receptions to lunches and buffet dinners. We have a passion for non-profits and the valuable impact they have on our community. Stonehouse Catering desires to partner with the good work of these organizations by offering a 20% discount to all non-profits provided they have tax exempt status and are registered as a 501(c)(3) non-profit. We also love our Ramsey County Schools and provide near cost student pricing for carbo-loads and similar meals provided for non-ticketed sports and activity group events.

Our initial plan for the first floor of the building is to create an open concept commercial kitchen. This kitchen would allow us to continue to grow, increase jobs in White Bear Lake and provide affordable and personal catering services to the community. Once the kitchen is complete and we are up and running, we are hoping to pursue the opportunity to provide a "community kitchen". We understand that we will need to work the City to secure additional parking (likely off-site). This future plan would allow us to offer cooking classes, camps and events. The space would then provide perimeter seating around the kitchen in addition to community table space for gatherings and events up to 50 people.

The second floor of the building currently consists of a two bedroom apartment, a large storage space and a small office. The storage space is large enough to accommodate another two bedroom apartment. We are excited for the possibility of offering additional housing on the second floor which provides an ideal living space for others to reside within White Bear Lake. Previous conditional use was granted for the first apartment when the building was first opened in 1983. We are requesting an amendment of that conditional use to include a second apartment.

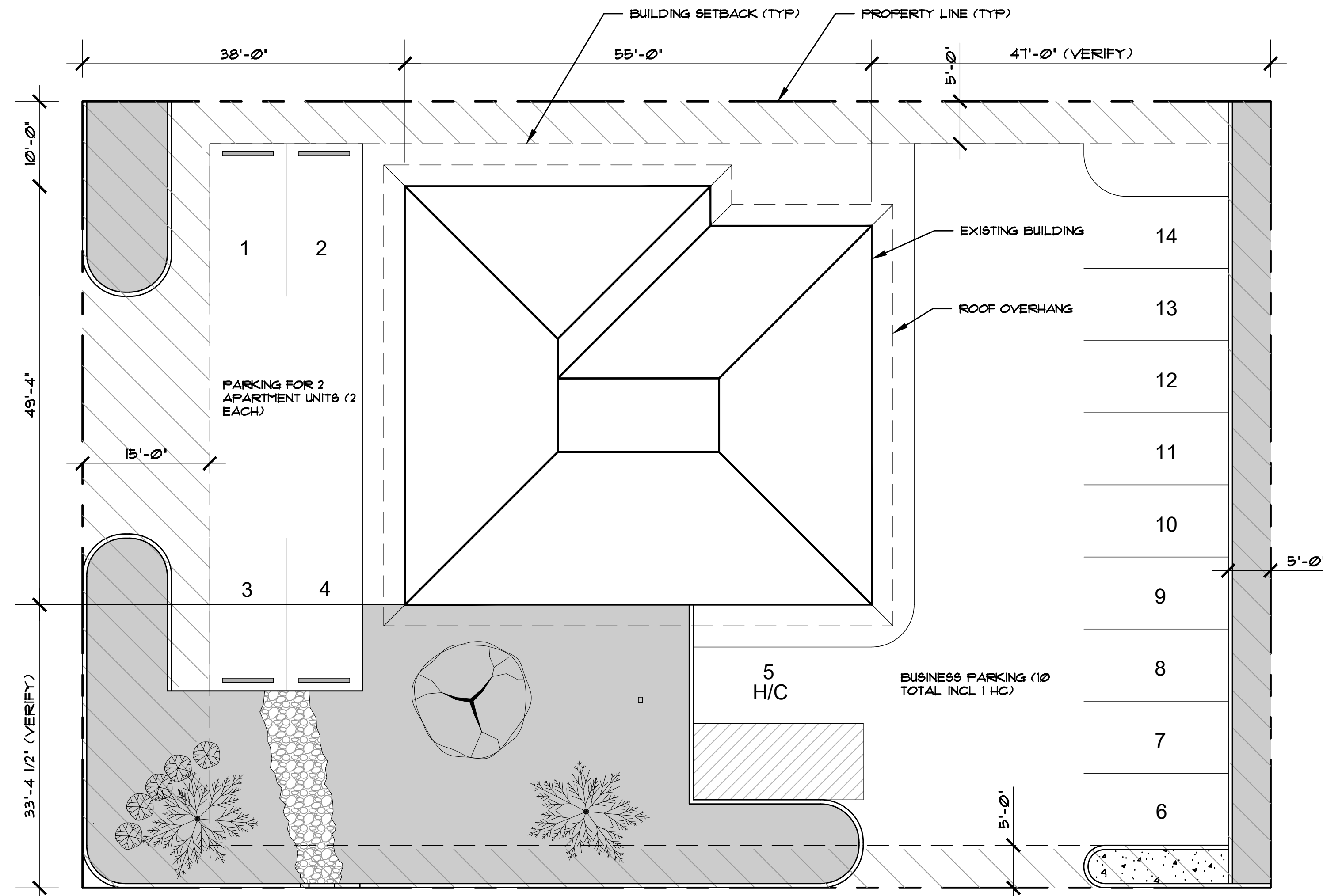
It has already been a pleasure and a great help to work with the City of White Bear Lake. As we continue to walk through this process, we look forward to being a part of the White Bear Lake community.

APPLICABLE CONSTRUCTION CODES AND STANDARDS

2015 MN BUILDING CODE - 2012 INTERNATIONAL BUILDING CODE (IBC) WITH TECH AMEND MN RULES CHAPTER 1305
 2011 NATIONAL ELECTRICAL CODE (NFPA 70) W/O TECHNICAL AMENDMENTS
 2015 MN PLUMBING CODE - 2012 UNIFORM PLUMBING CODE (UPC) WITH TECH AMEND MN RULES, CHAPTER 4114
 2015 MN ENERGY CODE - 2012 INTERNATIONAL ENERGY CONSERVATION CODE (IECC), ANSI/ASHRAE/IES STANDARD 90.1-2010 WITH TECH AMEND MN RULES CHAPTERS 1322 AND 1323
 2015 MN MECHANICAL AND FUEL GAS CODE - 2012 INTERNATIONAL FUEL GAS CODE WITH TECH AMEND MN RULES CHAPTER 1346 AND ANSI/ASHRAE STANDARD 154-2011, VENTILATION FOR COMMERCIAL COOKING OPERATIONS
 2015 MN ACCESSIBILITY CODE - 2012 INTERNATIONAL BUILDING CODE (IBC) CHAPTER II AND DETAILED TECHNICAL PROVISIONS FROM ICC/ANSI A117.1-2009, WITH TECH AMEND MN RULES CHAPTER 1341

MINNESOTA DEPARTMENT OF HEALTH (MDH)
 SAINT PAUL - RAMSEY COUNTY PUBLIC HEALTH - ENVIRONMENTAL HEALTH SECTION

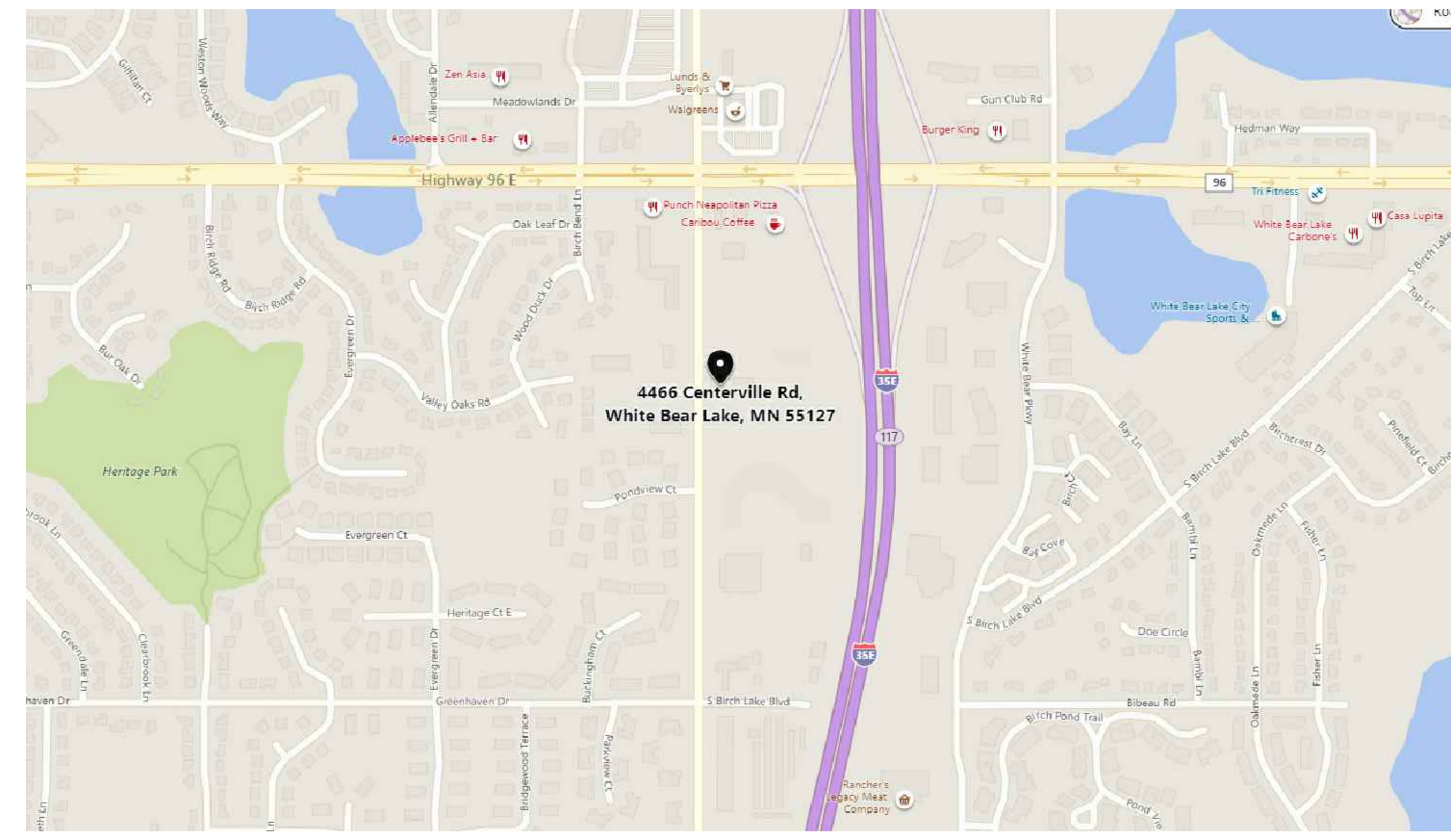
BUILDING CODE DATA: INTERNATIONAL BUILDING CODE MINNESOTA EDITION			
IBC SECTION	DESCRIPTION		ALLOWED
303	MIXED USE:	1ST FLOOR - B BUSINESS - FOOD PROCESSING/COMMERCIAL KITCHEN 2ND FLOOR - R-2 RESIDENTIAL - APARTMENTS	PERMITTED PERMITTED
603	CONSTRUCTION TYPE:	1ST FLOOR - 1B NON-COMBUSTIBLE UNPROTECTED, NON-SPRINKLERED 2ND FLOOR - 1B COMBUSTIBLE UNPROTECTED, NON-SPRINKLERED	
7506.2	AREA OF BUILDING:	1ST FLOOR - 2,300 SQUARE FEET 2ND FLOOR - 2,400 SQUARE FEET	UNLIMITED 7,000 SF
	VOLUME:	1ST FLOOR - 216,000 CUBIC FEET 2ND FLOOR - 192,000 CUBIC FEET	
11004.12	OCCUPANCY LOAD:	COMMERCIAL KITCHEN (200 GROSS)	11 OCCUPANTS
TYPES OF CONSTRUCTION: CHAPTER 6 (FIRE RESISTANCE RATING REQUIREMENTS FOR 1B CONSTRUCTION)			
FIRE RESISTANCE RATING OF BUILDING ELEMENTS (TABLE 601)		REQUIRED	EXISTING
PRIMARY STRUCTURAL FRAME		2 HOURS	2 HOURS
BEARING WALLS (EXTERIOR)		2 HOURS	2 HOURS
BEARING WALLS (INTERIOR)		2 HOURS	2 HOURS
NONBEARING WALLS (EXTERIOR GREATER THAN OR EQUAL TO 30' FROM IE)		0 HOURS	0 HOURS
ROOF/FLOOR CONSTRUCTION (FIRE SEPARATION TO 2ND FLOOR)		2 HOURS	2 HOURS
INTERIOR FINISHES: CHAPTER 8 (B - NONSPRINKLERED)			
T803.1	ROOFS AND ENCLOSED SPACES	CLASS C: (FLAME SPREAD INDEX 16-200; SMOKE DEVELOPED INDEX 0-450)	
FIRE PROTECTION SYSTEMS: CHAPTER 9			
IBC SECTION	ITEM	REQUIRED	PROPOSED
(F) 903.2.4	GROUP B - REFERENCE AUTOMATIC SPRINKLER SYSTEM	NONE	NONE
(F) 906	PORTABLE FIRE EXTINGUISHERS - SELECTED, INSTALLED AND MAINTAINED PER NFPA 10 AND AS REQUIRED BY LOCAL FIRE SUB-CODE OFFICIAL	YES	YES
MEANS OF EGRESS: CHAPTER 10			
IBC SECTION	ITEM	REQUIRED	PROPOSED
1005	EGRESS CAPACITY - DOORS (1005.3.2 OTHER EGRESS COMPONENTS) (1) 36" WIDE DOOR + 34" @ 2' x 110"	WIDTH FOR 8 OCCUPANTS	WIDTH FOR 110 OCCUPANTS
COMMERCIAL ENERGY CODE: 2012 EDITION OF THE INTERNATIONAL ENERGY CONSERVATION CODE (IECC)			
ITEM	MN RULES 1323.0100 ADMINISTRATION	MAXIMUM	PROPOSED
INTERIOR LTG	SUBPART 4. CHANGE OF OCCUPANCY OR USE: FOOD PREPARATION	12 LPD (W/8F)	EXISTING
HVAC	SUBPART 5. CHANGE IN SPACE CONDITIONING		FULL COMPLIANCE



GENERAL NOTES (G#)

- G01 THE INTENT OF THIS PROJECT IS TO RENOVATE THE EXISTING FACILITIES TO ACCOMMODATE A NEW COMMERCIAL KITCHEN ON THE FIRST FLOOR AND MODIFICATIONS TO ADD TWO (2) BEDROOMS TO THE APARTMENT ON THE SECOND FLOOR AS SHOWN. RENOVATIONS AND MODIFICATIONS SHALL INCLUDE BUT ARE NOT NECESSARILY LIMITED TO THE FOLLOWING:
 - DEMOLITION OF PARTITION(S) AND CUT OPENINGS FOR NEW DOORS
 - NEW GWS STUD PARTITIONS
 - REFRIGERATED COOLER AND FREEZER COMPARTMENTS
 - PLUMBING MODIFICATIONS FOR REMOVALS AND NEW KITCHEN EQUIPMENT
 - HVAC MODIFICATIONS
 - ELECTRICAL MODIFICATIONS TO POWER AND LIGHTING
- G02 THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS PERTAINING TO HIS WORK, AT HIS OWN EXPENSE, PRIOR TO STARTING THE WORK. DO NOT SCALE DRAWINGS.
- G03 THE CONTRACTOR SHALL COMPLY WITH ALL FEDERAL, STATE AND MUNICIPAL LAWS AND ORDINANCES.
- G04 THE CONTRACTOR SHALL OBTAIN AND PAY FOR ALL PERMITS NECESSARY FOR THE WORK OF THIS PROJECT.
- G05 WHERE THE WORDS 'PROVIDE', OR 'INSTALL', ARE USED EITHER SINGLY OR IN COMBINATION, THESE WORDS ARE HEREBY INTERPRETED TO MEAN 'PROVIDE AND INSTALL', INCLUDING ALL ASSOCIATED WORK FOR A PROPERLY FINISHED ASSEMBLY UNLESS SPECIFICALLY NOTED OTHERWISE.
- G06 THE HOTEL WILL REMAIN PARTIALLY OCCUPIED DURING THE CONSTRUCTION PERIOD OF THIS PROJECT. THE CONTRACTOR SHALL PROVIDE TEMPORARY DUST PROTECTION, BARRICADES, ETC., TO PROTECT THE OCCUPANTS AND BUILDING FROM DUST AND DEBRIS. THE CONTRACTOR SHALL PHASE THE WORK AND SUBMIT A SCHEDULE, UPDATED ON A WEEKLY BASIS, SUBJECT TO APPROVAL BY THE OWNER.
- G07 THE CONTRACTOR SHALL KEEP THE PROPERTY AT ALL TIMES FREE FROM RUBBISH AND DIRT WHICH MAY BE CAUSED BY HIMSELF OR HIS SUBCONTRACTORS. THE CONTRACTOR SHALL MAINTAIN HIS OWN DUMPSTERS ON THE SITE AS REQUIRED FOR HIS WORK. DUMPSTERS RETAINED BY THE OWNER SHALL NOT BE USED BY THE CONTRACTOR. NO RUBBISH OR MATERIAL SHALL BE ALLOWED TO ACCUMULATE IN THE BUILDING OR ON THE PROPERTY.

SITE PLAN
SCALE: 1" = 20'



LOCATION PLAN
SCALE: NTS

NO.	BY	DATE	REVISION
1	NF	12/18	ISSUED FOR HOUSING APPROVAL

DESIGNED	NF	DATE	12/18/18
DRAWN <td>NF <td>CHECKED <td>BE </td></td></td>	NF <td>CHECKED <td>BE </td></td>	CHECKED <td>BE </td>	BE
SCALE <td>AS NOTED <td></td> <td></td> </td>	AS NOTED <td></td> <td></td>		

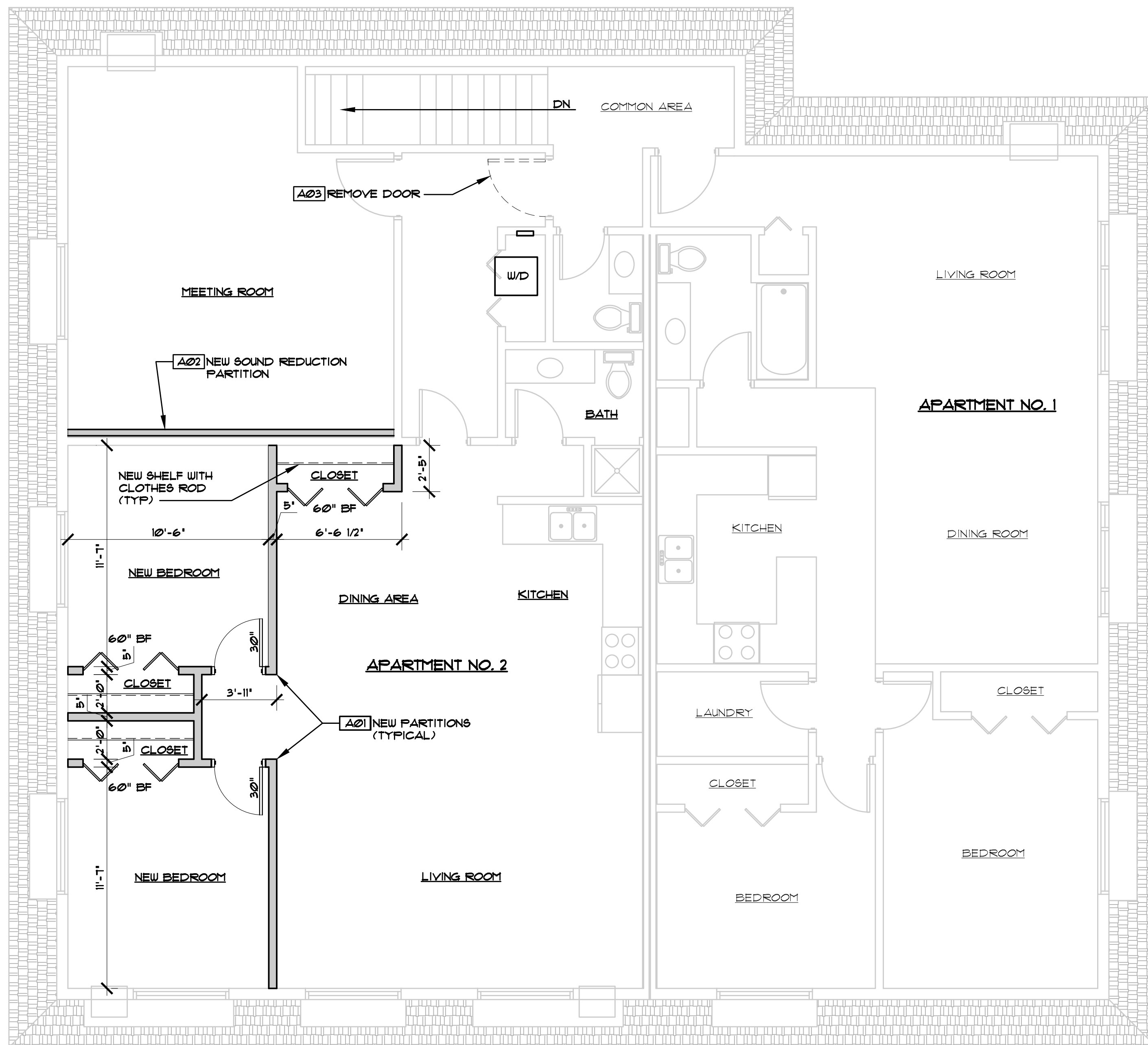
out of the box architecture
 suite 103, 11200 stillwater Blvd lake elmo, minnesota 55042
 phone: 651.748.1078 fax: 651.748.1272
Steve Edward Erban, PA, AIA
 Registered Architect MN # 100335
 Date: 12/18/18

STONEHOUSE
CATERING

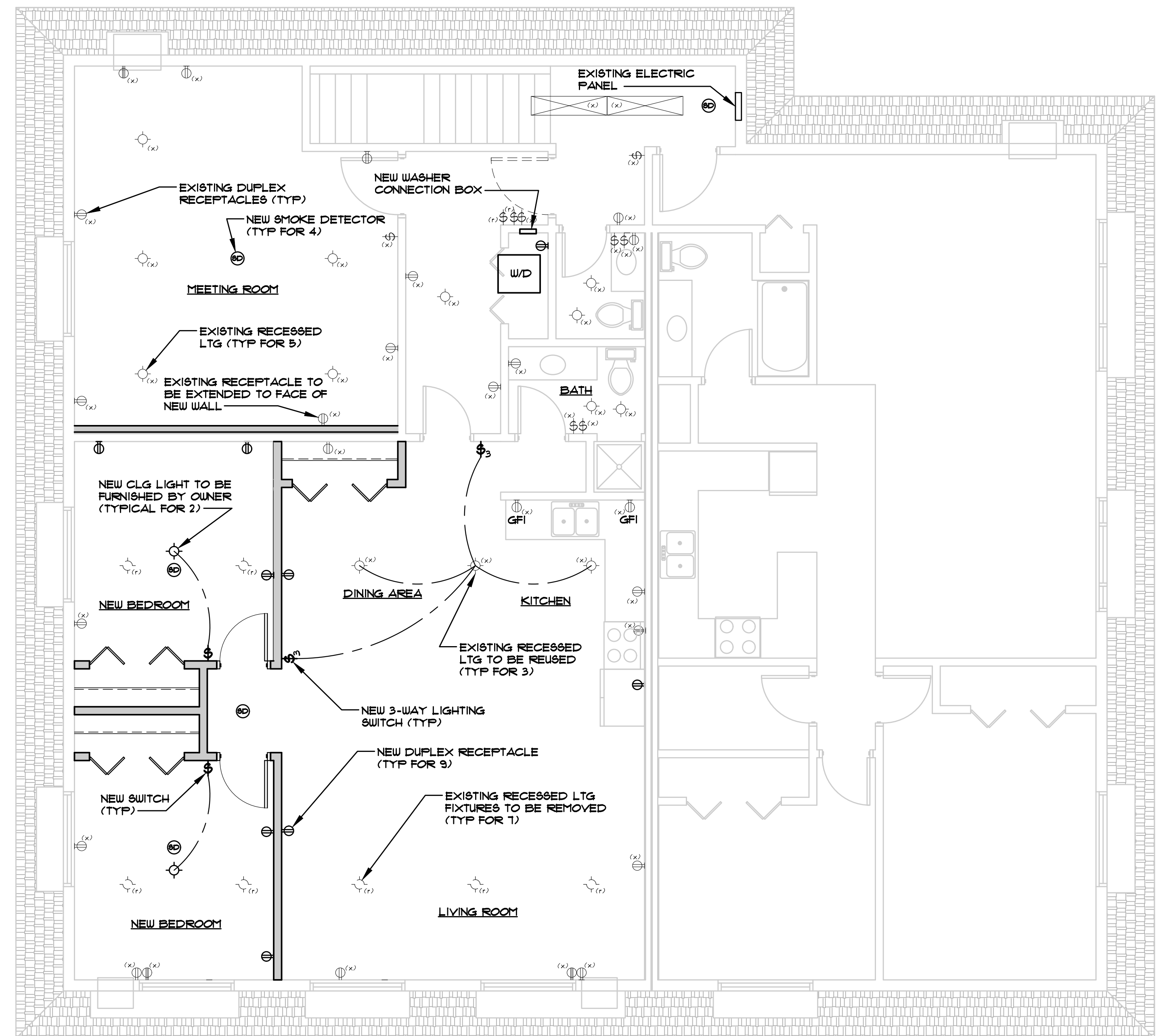
STONEHOUSE CATERING, LLC
 4466 CENTERVILLE RD, WHITE BEAR LAKE, MN - FTUP
 SITE PLAN AND CODE REVIEW

PROJECT NO.
1220-1001

DRAWING NO.
A-1



ARCHITECTURAL FLOOR PLAN
SCALE 1/4"=1'-0"



ELECTRICAL FLOOR PLAN
SCALE 1/4"=1'-0"

GENERAL NOTES (G#)

- G01 THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS PERTAINING TO HIS WORK AT HIS OWN EXPENSE, PRIOR TO STARTING THE WORK. DO NOT SCALE DRAWINGS.
- G02 THE CONTRACTOR SHALL COMPLY WITH ALL FEDERAL, STATE AND MUNICIPAL LAWS AND ORDINANCES.
- G03 THE CONTRACTOR SHALL OBTAIN AND PAY FOR ALL PERMITS NECESSARY FOR THE WORK OF THIS PROJECT.
- G04 WHERE THE WORDS 'PROVIDE', OR 'INSTALL' ARE USED EITHER SINGLY OR IN COMBINATION, THESE WORDS ARE HEREBY INTERPRETED TO MEAN 'PROVIDE AND INSTALL' INCLUDING ALL ASSOCIATED WORK FOR A PROPERLY FINISHED ASSEMBLY UNLESS SPECIFICALLY NOTED OTHERWISE.

ARCHITECTURAL NOTES (A#)

- A01 NEW PARTITIONS ON SECOND FLOOR SHALL BE CONSTRUCTED WITH METAL STUDS AT 16' CENTERS AND 1/2" GWB EACH SIDE, TAPED AND SPACKLED.
- A02 NEW SOUND REDUCTION PARTITION SHALL BE CONSTRUCTED AGAINST EXISTING PARTITION WITH 1" GAP. PARTITION SHALL CONSIST OF METAL STUDS AT 16" O.C. WITH 5/8" TYPE X GWB ON EXPOSED SIDE ONLY, TAPED AND SPACKLED. PROVIDE R-11 BATT INSULATION BETWEEN STUDS.
- A03 REMOVE DOOR AT HINGES. FRAME TO REMAIN.

ELECTRICAL NOTES

- E1. ALL WORK EQUIPMENT AND MATERIALS FURNISHED SHALL CONFORM WITH THE EXISTING RULES, REQUIREMENTS AND SPECIFICATIONS OF THE INSURANCE RATING ORGANIZATION HAVING JURISDICTION, THE NATIONAL ELECTRICAL CODE, THE NATIONAL ELECTRICAL MANUFACTURERS' ASSOCIATION, THE INSTITUTE OF ELECTRONIC AND ELECTRICAL ENGINEERS, THE INSULATED CABLE ENGINEERS' ASSOCIATION, THE AMERICAN SOCIETY OF TESTING MATERIALS, THE AMERICAN NATIONAL STANDARDS INSTITUTE, THE REQUIREMENTS OF THE OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION, AND ALL OTHER APPLICABLE FEDERAL, STATE AND LOCAL LAWS AND/OR ORDINANCES.
- E2. ALL MATERIAL AND EQUIPMENT SHALL BE NEW AND BEAR THE INSPECTION LABELS OF UNDERWRITERS' LABORATORIES, IF THE MATERIAL AND EQUIPMENT IS OF THE CLASS INSPECTED BY SAID LABORATORIES.
- E3. UPON COMPLETION OF THE WORK UNDER THIS CONTRACT, ALL CERTIFICATE(S) OF INSPECTION AND APPROVAL FROM THE NATIONAL BOARD OF FIRE UNDERWRITERS AND/OR SIMILAR STATE OR LOCAL INSPECTION ORGANIZATION HAVING JURISDICTION SHALL BE OBTAINED AND DELIVERED TO THE OWNER.
- E4. THE COST OF PROCURING ALL PERMITS, INSPECTION SERVICES, AND CERTIFICATES SHALL BE INCLUDED AS PART OF THE WORK.
- E5. THE DRAWINGS SHOW THE APPROXIMATE LOCATION OF ALL APPARATUS, THE EXACT LOCATIONS OF WHICH ARE SUBJECT TO THE APPROVAL OF THE OWNER, WHO RESERVES THE RIGHT TO MAKE ANY REASONABLE CHANGES IN THE LOCATION INDICATED WITHOUT EXTRA COST. WHILE THE GENERAL RUN OF CONDUIT OR RACEWAY IS NOT SHOWN ON THE DRAWINGS, IT IS INTENDED THAT THE EXACT ROUTING OR LOCATIONS OF ALL CONDUIT OR RACEWAY BE DETERMINED IN THE FIELD BASED ON ACTUAL FIELD CONDITIONS. EXPOSED CONDUIT SHALL BE RUN PARALLEL OR PERPENDICULAR TO ROOF JOISTS. WHERE HUNG CEILING EXIST CONDUIT SHALL BE ROUTED ABOVE THE CEILING TILES OR WITHIN STUD PARTITIONS.
- E6. UNLESS OTHERWISE INDICATED, ALL CONDUCTORS SHALL BE 600V SINGLE CONDUCTOR COPPER WITH THIN-THIN INSULATION. NO CONDUCTOR SMALLER THAN NO. 12 SHALL BE USED.
- E7. SOLID WIRE SHALL BE UTILIZED FOR ALL LIGHTING AND RECEPTACLE RUNS. STRANDED WIRE IS TO BE UTILIZED FOR ALL CONTROL AND POWER RUNS.
- E8. COVER PLATES FOR SWITCHES AND RECEPTACLES SHALL BE IVORY PLASTIC WITH MATCHING SCREWS.
- E9. NEW LIGHTING AND RECEPTACLES SHALL BE REPEDED BY EXISTING CIRCUITS WHICH FED AREA PRIOR TO DEMOLITION.
- E10. CONTRACTOR SHALL REMOVE ALL LIGHTING FIXTURES, RECEPTACLES, SWITCHES, ELECTRIC BASEBOARD, ABANDONED CONDUIT AND WIRING, ETC., AS INDICATED ON DRAWINGS. ALL WIRING WHICH CANNOT BE REUSED SHALL BE REMOVED BACK TO THE PANELBOARD.
- E11. PANELBOARD DIRECTORY(S) SHALL BE UPDATED TO REFLECT ALL CHANGES MADE UNDER THIS WORK.

DESIGNED	DATE
DRAWN	DATE
CHECKED	DATE
SCALE	AS NOTED
DATE	
1	1/18/18
2	1/18/18
3	1/18/18
4	1/18/18
5	1/18/18
6	1/18/18
7	1/18/18
8	1/18/18
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15	1/18/18
16	1/18/18
17	1/18/18
18	1/18/18
19	1/18/18
20	1/18/18

DESIGNED	DATE
DRAWN	DATE
CHECKED	DATE
SCALE	AS NOTED
DATE	

DESIGNED	DATE
DRAWN	DATE
CHECKED	DATE
SCALE	AS NOTED
DATE	

STONEHOUSE CATERING

STONEHOUSE CATERING, LLC
4466 CENTERVILLE RD, WHITE BEAR LAKE, MN - FTUP
SECOND FLOOR PLANS

PROJECT NO.
1220-1021

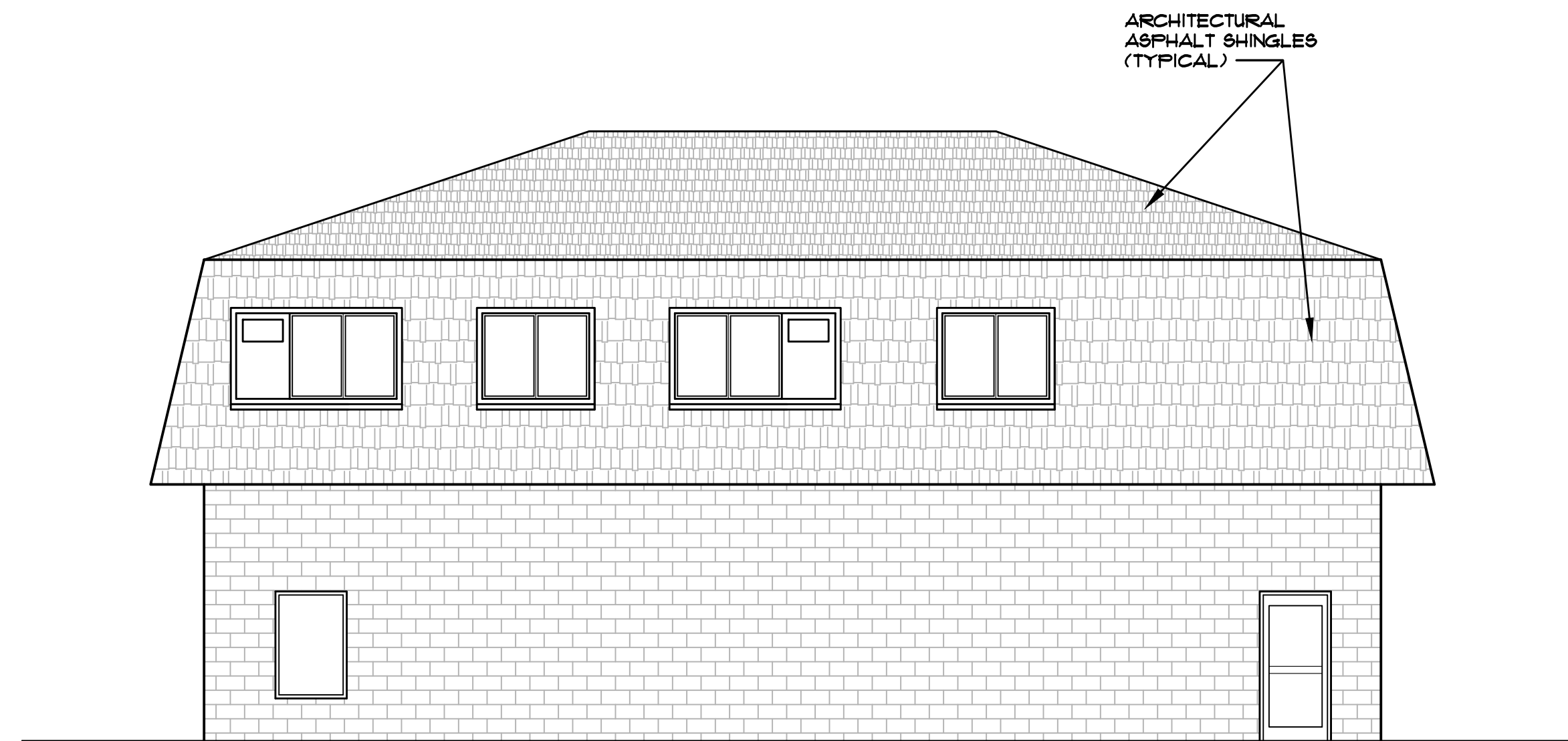
DRAWING NO.
A-2



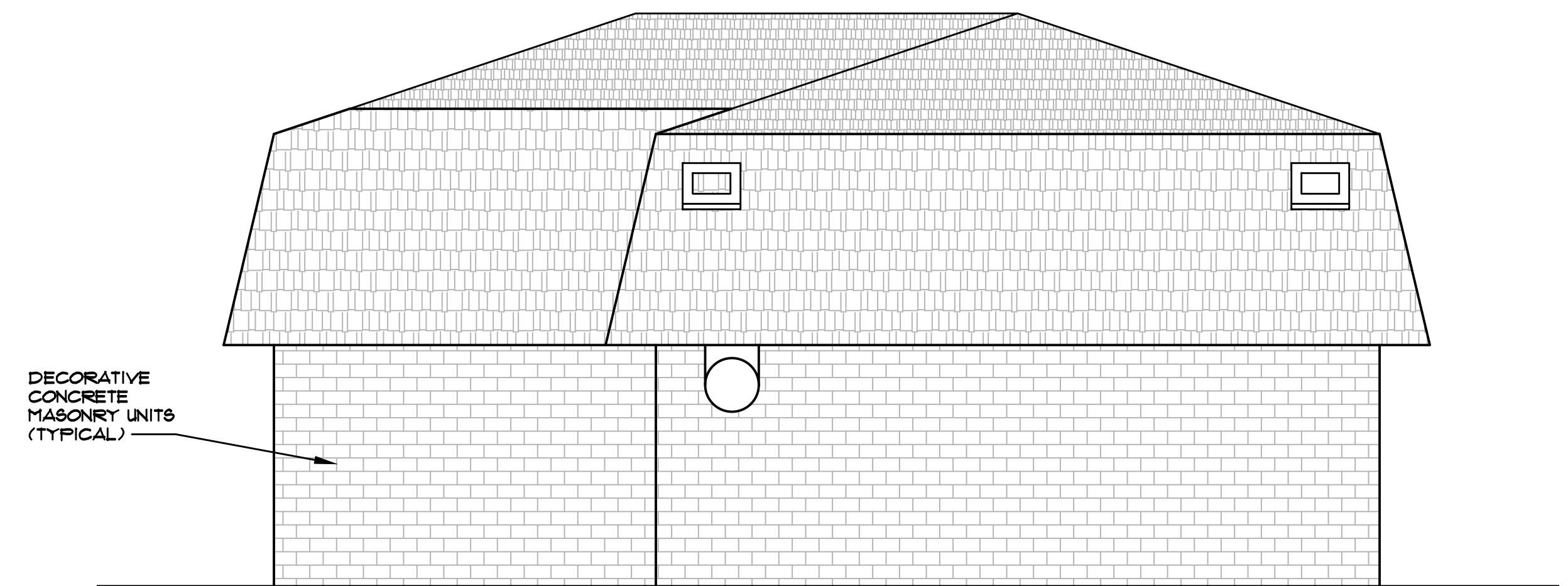
WEST ELEVATION
SCALE 3/16"=1'-0"



EAST ELEVATION
SCALE 3/16"=1'-0"



SOUTH ELEVATION
SCALE 3/16"=1'-0"



NORTH ELEVATION
SCALE 3/16"=1'-0"

DESIGNED	DATE	ISSUED FOR PLANNING BOARD APPROVAL
DRAWN	DATE	ISSUED FOR SECOND FLOOR PERMITS
CHECKED	DATE	
SCALE	AS NOTED	
DATE		

DESIGNED	DATE	ISSUED FOR PLANNING BOARD APPROVAL
DRAWN	DATE	ISSUED FOR SECOND FLOOR PERMITS
CHECKED	DATE	
SCALE	AS NOTED	
DATE		

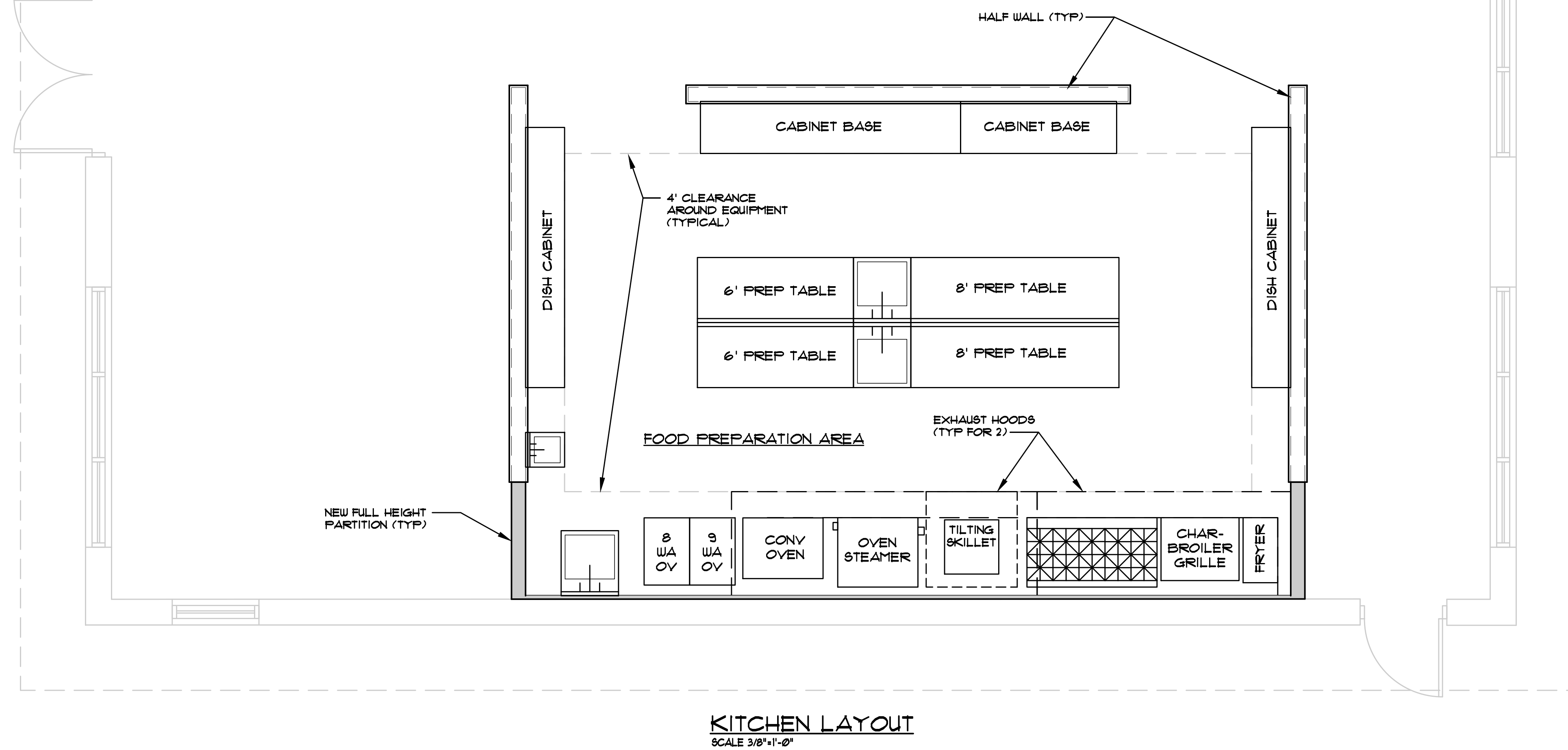
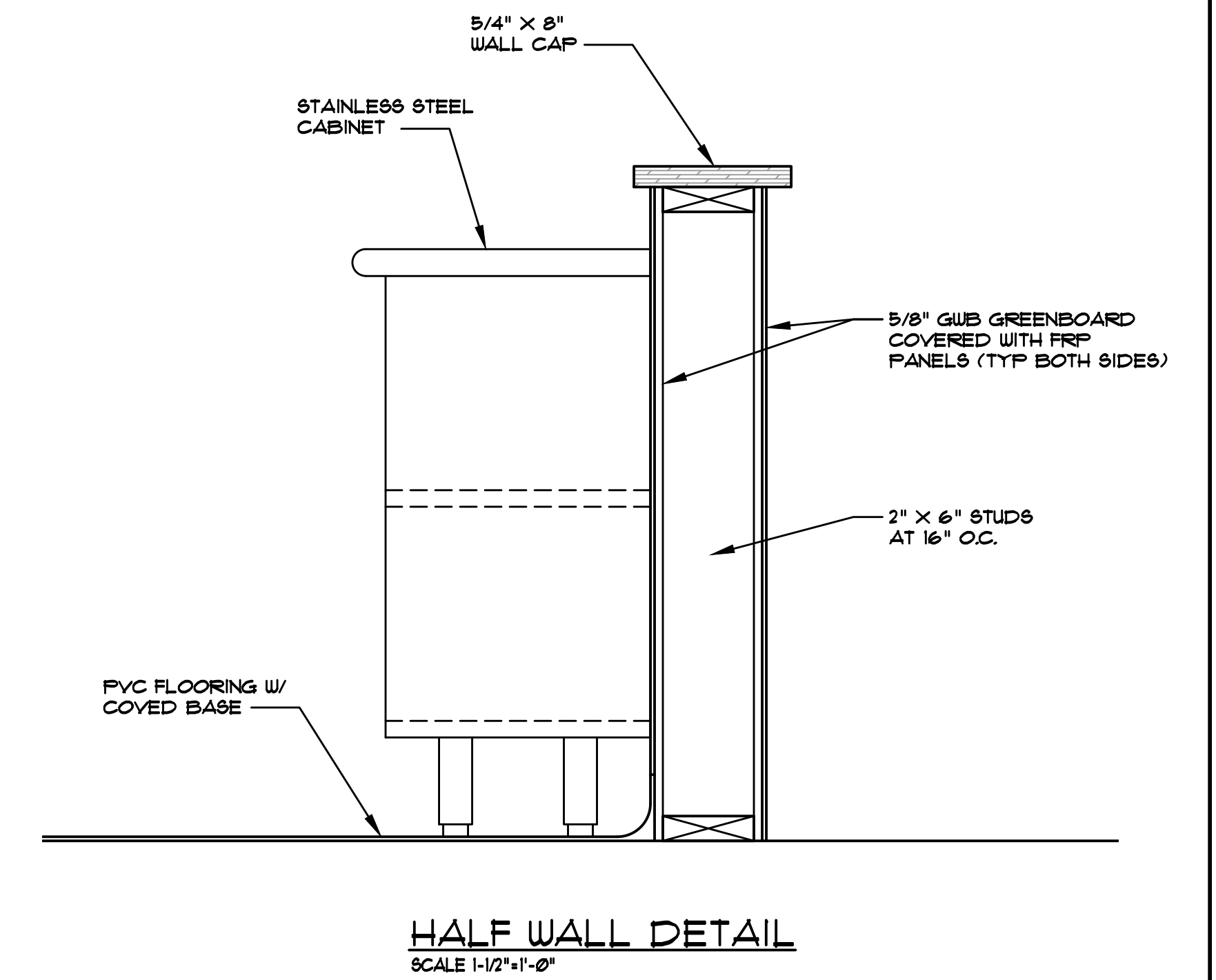
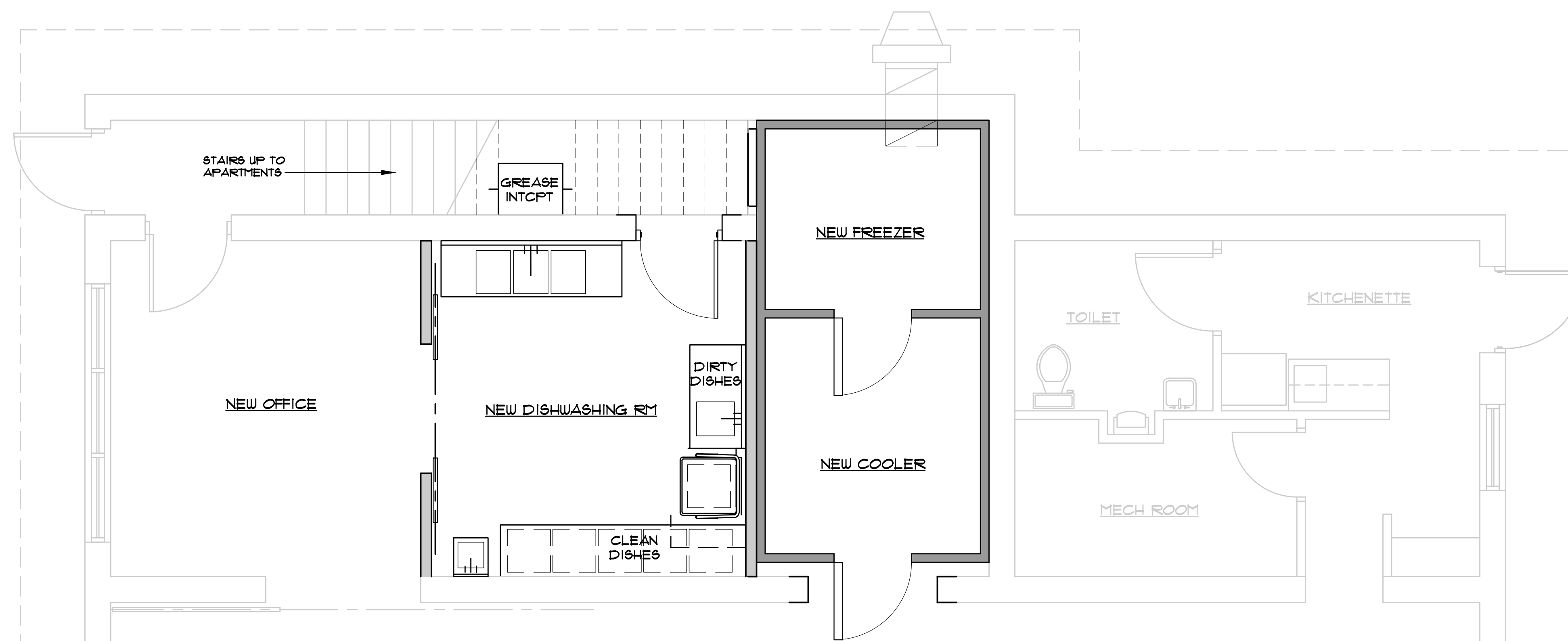
STONEHOUSE CATERING

STONEHOUSE CATERING, LLC
4466 CENTERVILLE RD. WHITE BEAR LAKE, MN - FTLP

BUILDING ELEVATIONS

PROJECT NO.
1220-1801

DRAWING NO.
A-4



NO.	DATE	REVISION
1	11/18	ISSUED FOR PLANNING BOARD APPROVAL
2	11/18	ISSUED FOR SECOND FLOOR PERMITS
3		
4		
5		

DESIGNED	DRAWN	CHECKED	SCALE	AS NOTED	DATE

STONEHOUSE
CATERING

STONEHOUSE CATERING, LLC
4466 CENTERVILLE RD, WHITE BEAR LAKE, MN - FTUP

KITCHEN LAYOUT

PROJECT NO.
1220-1801

DRAWING NO.
A-5



City of White Bear Lake
COMMUNITY DEVELOPMENT DEPARTMENT

MEMORANDUM

TO: The Planning Commission

FROM: Anne Kane, Community Development Director

DATE: January 25, 2019 for the January 30, 2019 Planning Commission Meeting

SUBJECT: 2040 COMP PLAN PREVIEW - Case No. 17-1-CP

As the Planning Commission will recall, the City contracted with Hoisington Koegler Goup, Inc. (HKGi) last Fall to assist in the final formatting of the 2040 Comprehensive Plan Update. In anticipation of the Public Hearing at the February 2019 Planning Commission meeting, Staff plans to provide an overview of the new Land Use classifications (Transit-Oriented Mixed Use, Neighborhood Mixed Use, and Arts & Culture District) along with the proposed Land Use designation changes from the 2030 to 2040 plan documents at next week's meeting.

As Notices will be sent to all property owners and properties within 350 feet of parcels contemplated for a Land Use designation change – with nearly 400 Notices anticipated to be mailed, Staff anticipates strong turnout with many questions and concerns regarding the proposed changes to the Comprehensive Plan. Therefore, Staff plans to conduct a workshop preview with the Planning Commission in advance of the Public Hearing.

HKGi has provided a 90% draft for Staff's review and it is our intention to distribute copies for the Commission's review at next week's meeting to provide sufficient time for review in advance of the February 25, 2019 Public Hearing.

CITY COUNCIL MEETING SUMMARY

January 8, 2019

APPROVAL OF MINUTES – Approved

APPROVAL OF AGENDA – Approved

VISITORS AND PRESENTATIONS

A. Oath of Office for 13 Fire Department members

PUBLIC HEARINGS – Nothing scheduled

LAND USE - Nothing scheduled

UNFINISHED BUSINESS – Approved

A. Resolution approving and ratifying the legal services agreement for representation of stormwater sediments related to chemicals from coal tar sealants.

ORDINANCES

Nothing scheduled

NEW BUSINESS – Approved

A. Resolution appointing City representatives to Ramsey County League of Local Governments, Ramsey County Dispatch Policy Committee, Vadnais Lake Area Water Management Organization, Rush Line Task Force and Northeast Youth and Family Services. **Resolution No. 12321**

<u>Organization</u>	<u>Representative</u>	<u>Alternate</u>
Rush Line	Jo Emerson	Kevin Edberg
Ramsey County League of Local Governments	Doug Biehn	Steven Engstran
Vadnais Lake Area Water Management Organization	Dan Jones	Bill Walsh
Ramsey County Dispatch Policy Committee	Doug Biehn	Dan Jones
Northwest Youth and Family Services	Bill Walsh	n/a

B. Resolution designating City Attorney – Prosecutor and Counselor for 2019. **Resolution No. 12322 and Resolution No. 12323**

C. Resolution setting 2019 fees associated with the Right of Way Ordinance. **Resolution No. 12324**

D. Resolution naming the official newspaper to perform official publications. **Resolution No. 12325**

E. Resolution authorizing 2019 travel reimbursement amounts. **Resolution No. 12326**

- F. Resolution amending the Union contract with Law Enforcement Labor Services for White Bear Lake Police Department Sergeants (LELS). **Resolution No. 12327**
- G. Resolution amending the Union contract with Minnesota Public Employers Association of Police Officers (MNPEA). **Resolution No. 12328**

HOUSING AND REDEVELOPMENT AUTHORITY – Approved

- A. Call to Order / Roll Call
- B. Approval of the December 11, 2018 meeting minutes
- C. Approval of the Agenda
- D. Election of a Chair and Vice Chair of HRA: Biehn/Jones
- E. Adjournment

CONSENT – Approved

- A. Resolution establishing regular meeting nights of the City Council of the City of White Bear Lake. **Resolution No. 12329**
- B. Resolution authorizing City Manager to invest and transfer funds for the City, designation of bank depository, and depositing for investments. **Resolution No. 12330**
- C. Resolution fixing surety bonds for various City Officials and providing for approval of the same. **Resolution No. 12331**
- D. Resolution authorizing the City Manager to pay claims made against the City. **Resolution No. 12332**
- E. Resolution authorizing a service agreement with Northeast Youth and Family Services. **Resolution No. 12333**
- F. Resolution authorizing temporary liquor license for Bear Boating of White Bear Lake. **Resolution No. 12334**
- G. Resolution authorizing temporary liquor license for Church of St. Pius X. **Resolution No. 12335**
- H. Resolution authorizing massage therapy establishment and therapist license. **Resolution No. 12336**

DISCUSSION - Approved

- A. Administrative Hearing Officer Appointment 2019 – more time is needed to find an appropriate appointment

- B. Ramsey County Suburban Cable Commission – Councilmember Walsh and Jones agreed to attend a meeting with Ramsey Washington Suburban Cable Commission to learn why the Commission was created and either reaffirm the City’s membership.

COMMUNICATIONS FROM THE CITY MANAGER

- Bus Rapid Transit Open House in City Hall on Thursday, January 10 from 4:30 – 7:30 p.m. There were two pop-up BRT events this past week, one at the Library and one at the YMCA. A survey is also available for people to vote for a downtown platform location.

ADJOURNMENT – 7:46p.m.

**RAMSEY COUNTY PARKS AND RECREATION COMMISSION
MEETING MINUTES
JOINT MEETING WITH WHITE BEAR LAKE PARK ADVISORY
COMMISSION**

November 15, 2018 – 6:30 PM

**Boat Works Commons Community Room
4495 Lake Ave South, White Bear Lake, MN**

Ramsey County Members Attending: Leah Shepard (Chair), Metric Giles, Melissa Wenzel, Candy Petersen and Brian Tempas

White Bear Lake Members Attending: Bill Ganzlin (Chair), Bryan Belisle and Mike Shepard

Not in Attendance: Louise Krohn, Gale Pederson, Bryan Shirley, Kong Vang,
Staff: Scott Yonke, Angela Marlette, Kris Lencowski, Ellen Richter (City Manager WBL)

The meeting was called to order at 6:01pm by Bill Ganzlin.

Approval of the Agenda:

Bill motioned for approval of the November 15, 2018 agenda and Candy Petersen seconded.

Motion carried

Approval of the Minutes:

Leah moved for acceptance of the October 10, 2018 Minutes and called a vote for approval. All Approved.

Motion carried.

Introductions of White Bear Lake and Ramsey County Attendees

Each attendee introduced themselves, their affiliations and how long they have been in their positions. Ellen Richter is representing White Bear Lake city staff. Normally the Public Works Director would be present but is new and will be starting after Thanksgiving as well as the Superintendent of Parks and Facilities.

Overview of the Park Systems:

Bill gave an overview of the Boat Works community space and its use as a public space that is still being developed. The White Bear Lake Park Advisory Commission meets monthly and reviews future planning options, entertains community input on subjects such as potential land use, vandalism and encroachment. The commission has been able to build a park improvement fund through several mechanisms such as the sale of the Manitou Golf Course. Budgeting and planning is typically five years out. Between four to five site visits are done each summer to inspect and prioritize improvements with Public Works. Bill outlined the variety of parks ranging from neighborhood parks that draw immediate residents to larger parks, such as Matoska, attracting regional users. The demands of use have changed over the years ranging from Bocce Ball, softball, and skateboarding and now Lacrosse and disk golf. Lakewood hills is the premier park with a dedicated user base that has softball and disc golf is being piloted there. Bryan Belisle would be interested in hearing thoughts from Ramsey County members as well as collaboration ideas and suggestions on handling those evolving uses. Parks has always been one of the top benefits that residents can receive from a city. Those changing needs are always a challenge to manage.

Scott Yonke gave an overview of the Ramsey County parks system highlighting that it is a natural resource based system with over 7,500 acres with six regional parks, six regional trails, nine County parks, open space areas, ten Hockey arenas, one golf dome and five golf courses. Some unique items are the Tamarack nature center and the links within the regional trail system. Kris Lencowski explained the programming side to the Ramsey County parks system. Most are familiar with Tamarack nature center and its partnership with the school district. In the past, the parks system has been a passive parks system. Ramsey County Commissioners have designated racial equity as a county wide priority and this has become an integral part of programming and overall planning for the parks. Two years ago, Ken Pelto was brought on to focus on bringing in at risk and underserved residents into the parks. Ramsey County park programs focus more on the outdoor adventure aspects of recreation and less on sports activities.

Bryan commented that there needs to be more utilization of Parks and facilities during the winter months as it makes up a significant portion of the year.

Collaboration Ideas: 4th of July, Co-sponsor a walking event (Lakes Links Trail), Manitou days (movie night at beach/joint parks commission booth), other departments in Ramsey County that would like to use White Bear Parks or Armory (draws people to the area and non-profits receive priority),

Topic: How does each group notify the public of upcoming events?

White Bear Lakes uses the bi-annual city newspaper and the White Bear Press. Ellen offered to place Ramsey County event information in the city paper since it also benefits White Bear residents. Another idea is to copy the idea of the State Parks which made a park pass and educational materials available through the libraries in order to get people into the State Parks.

Topic: How is park planning approached what is the process?

Scott explained that there is a formalized, long and short range planning. This year, as a part of the Comprehensive Plan process, the Parks System plan is also being updated. Which includes updating many of the long and short term Master Plans of several parks.

Ellen and Bill commented that in White Bear Lake the process is more staff driven and gave details on the role the commission plays in the process. Public Works carries a rough outline that the commission reviews and gives input on the process.

Scott agreed that in the past most planning was staff driven, however, now there is a great emphasis on public engagement. Ramsey County parks is an older system so much of the focus is on re-development. Every two years the six year CIP is updated as well. Scott then went into detail on current projects affecting White Bear Lake such as the Bruce Vento Trail, Tamarack re-model (final phase) and Emerald Ash Borer Response plan.

Ellen commented on how needs change and planning needs to be updated in response to this. Scott discussed the Parks Needs Analysis that was conducted recently in preparation for the updated System Plan. The responses were very useful and highly recommends using this analysis to form the groundwork of what park components to begin looking at.

The group continued discussion on community input they have received regarding park amenities and future planning as well as the recommendations that the commissions have been enacted. Partnership with local groups, such as the White Bear Lake Lions Club (flag pole), and how that has enabled projects to be executed. Both organizations have a park bench donation programs.

Topic: Emerald Ash Borer

The county does have a basic policy on how to address. Mike Goodnature is putting together an Emerald Ash Borer Response Plan which will address policies as well as establish a management plan for areas affected as well as those that are at risk. White Bear Lake has established a partnership with both the city and for its residents with Rainbow Tree Care for diagnosis and treatment. Rainbow also did an inventory of all the ash trees to triage all those in the city.

Topic: Vandalism

Continue to design things that are resilient to vandalism. Ramsey County park staff watches daily for this as are out servicing the parks.

Bruce Vento Trail Extension and Open House Feedback: Scott Yonke

Scott gave an overview of the history of the Bruce Vento Trail. Currently, the trail stops at Burkley Road with a goal to bring it to Highway 96. The final engineering design is nearing completion for this section with a goal of shovel ready by the end of 2019. A corridor from Hwy 96 and County Road J is now being sought with a potential alignment identified by spring 2019. The public engagement meetings were to identify where the project was at and to identify the County Road J corridor. Ramsey County is also amending the 1993 Bruce Vento Regional Trail Master Plan. This will also assist in documenting any trail alignments that have happened since then. The members continued discussion on active/inactive areas of the railway, concerns related to downtown White Bear and funding time frames. All the information from the public engagement meetings is located online in the Parks Planning & Development section.

Question: Community Outreach Strategies for the Bruce Vento Regional Trail: Leah Shepard

Scott replied that the strategy was changed from mailings to press releases. Several business owners that were located along the corridors were tapped for their contacts to spread the word in the community. The city staff also assisted with website and social media blasts. So far, the online surveys have been more successful in getting feedback than the face to face meetings.

Vadnais Sports Center Dome Update: Scott Yonke

Scott commented that the County Commissioners continue work on determining the different options available for the dome. The goal is to have a direction in spring. Several factors include the accommodation of more parking as needed with the new Rush Line and the needs of the community. Ellen said the potential exists for a partnership with White Bear to create a new indoor facility as a part of the White Bear Sports Complex.

Adjournment

Bill Adjourned the Meeting at 8:19pm

**Next Meeting: Parks Administration Building
2015 Van Dyke St, Maplewood, MN
Wednesday, December 12, 2018**