

NOTICE OF AGENDA

PLANNING COMMISSION

Forest Lake City Center – Council Chambers
Forest Lake, Minnesota

November 8, 2023 – 7:00 PM

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve the Agenda 1:44:12--
5. Consent Agenda Considerations (Action Items)* 2:08:12
 - a) Approve Planning Commission Meeting Minutes from September 13, 2023

*Planning Commission may remove any item from the consent agenda for specific consideration
6. Regular Agenda (Action Items) 3:02
 - a) Consideration of Resolution No. 11-08-23-01, Site Plan Approval for PGA Investments, LLC, XXX Forest Road N, (PID 20-032-21-12-0011)
7. Discussion 45:10
8. Adjourn



Planning Commission

Regular Meeting

~ Minutes ~

1408 Lake Street South
Forest Lake, MN 55025
www.ci.forest-lake.mn.us

Dawn Bugge, C.D. Admin Assistant

Wednesday, September 13, 2023

7:00 PM

City Center - Council Chamber

[City of Forest Lake - Livestream and Recorded Meetings](#)

1. Call to Order

The Meeting was called to order at 7:00 p.m.

2. Roll Call

Attendee Name	Title	Status	Arrived
Paul Girard	Commission Chair	Present	
Susan Young	Commission Vice-Chair	Present	
Kevin Miller	Planning Commissioner	Present	
Justin Brink	Planning Commissioner	Present	
Don Stehler	Planning Commissioner	Absent	
Jeff Larson	Planning Commissioner	Present	

3. Pledge of Allegiance

4. Approve the Agenda

Chair Girard noted that the Public Hearing for Interstate Companies was removed from the agenda at the request of the applicant and that a hearing notice will be re-sent for the item at a future meeting date.

Commissioner Brink made a Motion to Approve the Revised Agenda as presented.
Motion seconded by Commissioner Young. Motion carried 5-0.

5. Consent Agenda Considerations (Action Items)*

a. Approve Planning Commission Meeting Minutes from August 23, 2023

No comments on the minutes.

Commissioner Larson made a Motion to Approve Consent Agenda Item 5.A as presented.
Motion seconded by Commissioner Brink. Motion carried 4-0. (Miller abstained.)

6. Regular Agenda (Action Items)

a. ~~Public Hearing: Consideration of a Conditional Use Permit and Site Plan Approval for Interstate Companies, 20920 Forest Road N.~~ Tabled per Applicant's Request

This item was removed from the agenda.



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b. Consideration of a Recommendation of the Shadow Creek Minor Subdivision, NE corner of Hwy 61 and County Rd 50 (PID 20-032-21-41-0001)

Community Development Director, Abbi Jo Wittman, provided a background on the request to subdivide an existing lot into two parcels, which was previously tabled by the commission. Wittman explained that the Planning Commission is being asked to make a recommendation to the City Council for this item.

Staff noted that both proposed parcels meet the minimum standard requirements for a new lot within the zoning district. Wittman explained that the City's Future Land Use Plan will guide any future uses of the properties, which would come back before the commission at the time of proposed development.

Wittman addressed access concerns of Washington County, noting that the County would require an access permit prior to development. Wittman further noted the County will likely require access to the site to be limited to a right-in/right-out design and should be combined with the stable property to the east.

Chair Girard requested clarification of the County's required width of the access easement. Wittman clarified that the County would require 80 feet of access, which could be added as a condition of approval.

Commissioner Young stated that she spoke with a representative from Washington County, of which she summarized concerns for the board. Young was not in favor of splitting the property and allowing access from County Rd. 50, but would prefer access to a full site from Goodview Ave. Young pointed out the constraint of future access being restricted to a right-in and right-out to County Road 50, stressing the concern for traffic and safety impacts.

Wittman clarified that the Commission is only being asked to make a recommendation on the requested lot split, with no action regarding future development at this time.

Commissioner Young expressed concern for potentially creating a land locked parcel on the northern portion of the site. Wittman stated that the proposed 80-foot-wide public easement would provide access to the northern parcel. Staff clarified that the easement, which would include utilities and a trail, would be considered a private drive with public rights.

Todd Christenson, 6150 202nd St N, Applicant, stated that he does not foresee County Rd. 50 surpassing the limits of a Collector Roadway and he is not aware of increased accidents in the area. Mr. Christenson addressed the County's access concerns. The applicant asked for the Commission's support of his request for a minor subdivision at this time, noting that he will continue to work with the County on access issues.



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Jim McKinnon, Developer, stated his need to identify exactly what the County will require for access. He noted that the proposed 520-foot access easement is considered temporary. His understanding was that the County may require the additional access on the basis that traffic counts will increase to this need.

Staff confirmed that an access permit from Washington County will be required for the property.

Commissioner Miller asked about the expected timing for development of the farm site.

Mr. McKinnon responded that the market will drive the timing. He elaborated that the market is not right for townhomes at this time, but possibly in the near future. They intend on focusing development based on the type of multi-housing that the market is ready for. Their intent of developing the site in sections is to develop the property along with market needs.

Commissioner Young pointed out the responsibility of the County to consider safety when designing roads.

Mr. McKinnon stated that they are comfortable with the required future access changes. He explained that due to the locations of wetlands on site, they are unable to provide access to the site from Goodview Avenue.

Commissioner Miller made a Motion to Recommend Approval of the Shadow Creek Minor Subdivision, subject to the attached documents and conditions listed in the staff report. Motion seconded by Brink.

Chair Girard requested the following amendments to the Conditions of Approval:

- Amend Condition No. 5 to include that access will be granted from Washington County.
- Addition of Condition No. 7 to state that the proposed 40-foot-wide access easement be increased to 80 feet wide.

Commissioner Miller amended the Motion to Recommend Approval of the Shadow Creek Minor Subdivision, subject to the attached documents and the conditions listed in the staff report, to include an amended No. 5 and the addition of No. 7 (as listed above).

Amended Motion seconded by Brink. Motion carried 4-1. (Young voted no.)

Chair Girard noted that the item will go before the City Council for final action.



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7. Discussion

Community Development Director, Abbi Wittman, informed the Commission that there will be no meeting on September 27, as no new land use applications have been received.

Wittman gave an update on the status of updates to the City's Zoning Code and public nuisance and enforcement program. Wittman noted that the City's goal is to have an enforcement program in place by January 1.

8. Adjourn

Commissioner Larson made a Motion to adjourn the meeting at 7:40 p.m.
Motion seconded by Commissioner Brink. Motion carried 5-0.

Date: November 8, 2023
To: City of Forest Lake Planning Commission
From: Ken Roberts, City Planner
Re: **Site Plan and Design Approval**
Applicant and Owner: Peter Olson, PGA Investments, LLC
Location: 20950 Forest Road North (PID 20.032.21.12.0011)
Zoning District: I – Industrial
Land Use Plan Designation: Highway Commercial
60-Day Deadline: December 7, 2023

Introduction-Background

The applicant and property owner, Peter Olson, is proposing to develop the vacant 3.62-acre property on the southwest corner of Highway 97 and Forest Road North with an industrial office-warehouse facility. He is proposing to develop the site with a 9,000 square-foot building that could be divided for 1-3 users and associated parking. The proposed site plan also shows an area that could accommodate a second similar building in the future.

To proceed with the review and City approval of this proposed development, Mr. Olson has submitted a site plan review application to the City. Please see the attached project narrative and the location, property line and aerial photo maps and proposed project plans for more information about this proposal.

Discussion

Zoning Review and Use

The 3.62-acre property is located in the I (Industrial) zoning district. The proposed use of the property for an industrial multi-tenant office and warehouse structure is a permitted land use in this zoning district.

Site Plan/Design Review

Design Review

Building Design

City staff reviewed the proposed building against the Design Standards established in City Code Section 153.330 for conformance with requirements in the Industrial Zoning District. An assessment of conformity is below:

Minimum Design Standards

Visual Interest – The proposed office-warehouse building meets the requirements for new building fronts in Sec. 153.330 (A) (1) and (2) by adhering to the criteria below:

- Using accent materials
- Having a visually pleasing front entry that is accented in a minimum of 150 square feet around the door entrance
- Having at least one visual interest element such as a window, a combination of horizontal and vertical design features or contrasting material colors

Major Exterior Finishes – The proposed exterior building materials shown on the project plans include a mix of architectural metal wall panels, stone veneer and glass windows and doors. The building façade materials consist of several surfaces, some of which are considered accent materials as described below.

Accent Materials – The two elevations of the proposed building that will be visible from a public street include a variety of architectural elements such as architectural metal panels, stone veneer around the entrance and a variety of doors and windows. None of these materials exceed a maximum of 25% of the surface for each façade. Staff has determined the proposed elevations are consistent with the intent of the City's design standards.

Restricted Materials – The proposed building elevations do not contain restricted materials.

Building Roof – The proposed flat roof, an acceptable feature, is not regulated by City Code. However, the City Code requires roof-top mechanical equipment be screened from the ground level view from abutting public streets. Staff cannot determine from the project plans if the applicant is proposing any roof-top equipment with this building. The City should require the applicant to submit project plans that clearly show the roof-top equipment (if any) and the proposed screening to ensure any roof-top units are not visible from Forest Boulevard or from Highway 97.

Setbacks and Building Placement

The proposed 9,000 square foot building would be located on the northeastern part of the property and it will meet all required setbacks.

City staff review the proposed site improvements against the Design Standards established in City Code Section 153.330 and the requirements in the Industrial (I) District, City Code Section 153.332. A review of these standards is below:

Setbacks, Lot Size and Building Location

<i>Requirement</i>			<i>Existing</i>	<i>Proposed</i>
Lot Size		1 acre	3.62 acres	No change
Lot Width		150 Ft	411 +- feet	No change
Building Setbacks	Front	30 feet from Forest Rd ROW 150 feet from CL of Highway 97	N/A	30 feet 200 feet
	Rear (West)	20 feet	N/A	200 feet

	Side (South)	10 feet	N/A	100 feet
Building Height		4 stories or 45 feet	20 feet	No change
Maximum Impervious Surface		90 percent	N/A	50+- percent
Parking Lot Setbacks	Front	10 feet	N/A	20 feet
	Rear (West)	10 feet	N/A	200 feet
	Side (South)	5 feet	N/A	6 feet

The proposed site plan for the development of the site with the building and parking areas meets all setback requirements found in the I zoning district.

Parking – The number of parking stalls required for this use is established in City Code Section 153.133.B.10.f and r as follows:

(u) Industrial, warehouse, storage, handling of bulk goods. One space for each employee on maximum shift or 1 space for each 2,000 square feet of floor area, whichever is greater.

(r) Office. One space for each 200 square feet of floor area (used as office).

Parking Table	Sq. Ft. or # Employees	Required	Proposed
Warehouse/Storage Area	8130 Sq. Feet	4 stalls	
Office Space	870 Sq. Feet	5 stalls	
Total	9000 Sq. Feet	9 stalls	9 stalls

The proposed parking lot on the west side of the building can accommodate nine vehicles as required by the City Code.

The proposed plans show all the proposed parking stalls with a width of 9 feet and at 20 feet in length as required by the Code. The City Code also requires parking lots to have at least a 10-foot setback from a public street right-of-way and a five-foot setback from the side property lines. The proposed project plans show the parking lot meeting or exceeding all these standards. The proposed site plan meets the City parking area design requirements.

Tree Removal – The applicant designed their project to minimize tree removal and as such City staff did not require they submit a detailed tree survey or a tree replacement plan for the site. For commercial-industrial properties, the City allows for the removal of up 60 percent of the significant trees on a site without obligation for reforestation or restitution. It appears to City staff the proposed development plans would meet this this standard.

Landscaping – City Code Sections 153.232 and 153.233 outline the minimum landscaping requirements for multi-family, commercial and industrial projects in Forest Lake. An assessment of required vs. proposed plantings is below:

Planting requirements	Site Perimeter = 1,694 linear feet (City estimate)	
	Required	Proposed
Overstory Trees	56 or 51	48
Understory trees/shrubs	169 or 152	75

The City's landscaping requirements are based on a measurement of the perimeter of the parcel. Linear feet of the site's perimeter are measured divided by 30 and 10 to arrive at the required number of overstory trees and understory trees/shrubs respectively. The City typically uses these standards for new construction or for major site improvements to an existing property.

The proposed landscaping plan as prepared by the design team calculated the site perimeter at 1520 feet. It appears to City staff they only calculated the site perimeter of the project site (1520 feet) and did not include the perimeter of the entire property (1694 feet as estimated by City staff). This is understandable as MnDOT has indicated they will probably need much of the northern part of the property (adjacent to Highway 97) for grading and storm water ponding. This requirement, along with the need for a storm water pond for the project, limits the amount of developable land including areas available for landscaping.

If the City accepts the perimeter of 1520 feet for the landscape calculations, then the applicant will need to plant at least 51 overstory trees and 152 understory trees and shrubs within the project site. These landscape totals may be challenging for the developer to meet. Staff recommends the Planning Commission approve having City staff work with the applicant to finalize a landscape plan for the development that best fits the intent of the City landscaping requirements while not negatively impacting the needs and requirements of MnDOT or the Watershed District.

Landscape Irrigation – Section 153.235 (D) (5) of the Code requires the installation of an irrigation system for landscape areas as may be determined by a landscape architect. The proposed project plans do not show irrigation for any of the proposed landscape areas. The applicant should revise the project plans to show irrigation in the new landscape areas to help ensure the plantings will survive and thrive. If the applicant wants to revise the landscape plans to show areas with plant materials that require little or no water as part of a sustainable design and thus will not need irrigation, they can submit the revised landscape plans to the City for approval.

Lighting Plan – Lighting standards for commercial and industrial properties are established in City Code Section 153.185. The applicant's exterior lighting plan shows 9 wall-pack LED light fixtures on the exterior of the building and no freestanding light poles on the site. The applicant's lighting plan is consistent with standards for lighting in business and industrial areas. The City requires all light fixtures to be shielded to only cast light downwards and not onto adjacent properties. The style and placement of exterior lighting is not expected to exceed the foot-candle threshold established in City Code.

Dumpster Enclosure – The applicant is proposing an exterior dumpster enclosure near the east side of the building. The proposed location appears to be outside of easement areas and setbacks. The Code requires the applicant to construct the dumpster enclosure with durable, high-quality materials matching the principal structure and it appears to meet applicable zoning requirements. Staff recommends that consistency with the design of the principal structure be a condition of approval.

Signage – The applicant is not proposing any project-related signage on site with the proposed site improvements.

Access – The project plans show one driveway near the south property line connecting to Forest Road that will provide vehicle ingress and egress to the proposed development. The location and size of the proposed driveway meets all city requirements.

Proposed Fencing – The project plans show a six-foot-tall black vinyl chain link fence along the south property line (adjacent to Interstate Properties site) and along the front of the site parallel to Forest Road. This fence would have a gate across the driveway of the site and would connect to the east side of the building. The applicant is proposing the fence and gate to provide security and to limit access to the property. The owner/applicant will need to provide the Fire Department access to the site through the gate with whatever means may be required by the Forest Lake Fire Chief.

Existing and Proposed Easements:

There is an existing 30-foot-wide ponding and flowage easement running along the west property line of the site. It does not appear at this point there will be a need for any additional public easements for any city facilities with this development. The City Engineer noted in his plan review that the applicant needs to show all public easements on the project plans and there may be a need to redesign some of the proposed improvements and site grading to account for the easement and its functions in the project design.

Staff Comments

City Engineer's Comments:

The City Engineer provided the City with a review memo dated October 13, 2023 with comments on this proposal. Most of his comments appear technical in nature and require the project engineer to make changes to the plans or to add easements and notes to the project plans. City staff shared these comments with the applicant and the project engineer.

Fire Chief Comments:

The Fire Chief noted in his comments the need for the applicant to install a fire hydrant on the west side of Forest Road or within the project site to serve this development. The applicant and the Fire Chief will determine the exact location of the new fire hydrant during the final design of the project. The Fire Chief also noted that the owner/applicant will need to provide the Fire Department access to the site through the gate with whatever means may be required by the Forest Lake Fire Chief.

Rice Creek Watershed Review:

This property is in the Rice Creek Watershed District. City staff sent the application and project plans to the Watershed District for their review. Patrick Hughes, their Permit Coordinator, indicated to City staff the Watershed District had reviewed the latest proposal and have determined that the design is compliant with District requirements. However, the Watershed District will require the applicant provide them with more information to show there will be sufficient hydrology for the wetland after they construct the project.

MnDOT Review Comments:

City staff sent the proposed project plans to MnDOT for their review and comment as it relates to the reconstruction of Highway 97 in this area for the years 2025 and 2026. MnDOT's project for the highway reconstruction requires an area for drainage and pond grading adjacent to the site to meet permit requirements. They noted the developers proposed northern grading limits will overlap/conflict with

MnDOT's preliminary drainage grading design and limits. MnDOT has indicated to City staff they hope to know the maximum amount and the limits of the drainage and ponding area they will need for the highway reconstruction project by November 8.

MnDOT's review also noted that they require projects adjacent to a MnDOT right-of-way or connecting to MnDOT drainage facilities to get a MnDOT drainage permit. They require this permit to ensure development projects will not increase the current drainage rates to MnDOT right-of-way. MnDOT also commented that any use of, or work within or affecting MnDOT right-of-way requires a permit issued by MnDOT.

Site Plan Considerations for Approval

City Code Section 153.038(E)(6) provides the following criteria for the Planning Commission to consider when evaluating whether to approve a site plan review request. Staff assessment is provided in *italics*.

- a) Consistency with the City Comprehensive Plan;

The proposed use and site plan are consistent with the City's adopted 2040 Comprehensive Plan.

- b) Compliance with the Zoning Ordinance;

The proposed land use and the proposed site improvements will be consistent with the City's adopted zoning ordinance provided the applicant revises the project plans to meet the requirements of the City Engineer, the Watershed District and MnDOT. The City will require any future site improvements to meet the standards of the zoning code.

- c) The preservation of the site in its natural state to the extent practicable by minimizing tree loss, soil removal, and grading;

Site development will not substantially detract from existing development in the area. The proposed improvements will alter the natural state of a portion of the property. The proposed development was designed to minimize tree loss and grading and the owner/applicant will be installing a storm water management system that meets current City and Watershed District standards.

- d) The harmonious relationships between buildings, open spaces, natural site features, architectural details, and vehicular and pedestrian circulations; and

The proposed development plan will be consistent with City requirements for traffic circulation, yard areas, landscaping, screening, lighting, and the like with the changes as recommended by City staff.

- e) The protection of adjacent and neighboring properties.

City staff does not expect neighboring properties to be adversely impacted by the proposed development and they should be adequately protected by the proposed zoning code requirements for screening and landscaping.

Recommendation

City staff recommends the Planning Commission move to **approve Resolution 11-08-23-01**. This Resolution is for the approval of the site and design plans for the proposed office-warehouse development for the property located at 20950 Forest Road (PID: (PID 20-032-21-12-0011). **This approval shall contain the following conditions as proposed staff:**

1. The final plans shall conform to those reviewed and conditionally approved as part of this case Number PZ 23-1223, except as may be modified by the conditions of approval here:

a.	Site and Grading Plan	Sheet 1,	Dated October 4, 2023
b.	Site and Grading Plan Details	Sheet 2,	Dated October 4, 2023
c.	Stormwater Pollution Prevention Plan	Sheet 3,	Dated October 4, 2023
d.	Stormwater Pollution Prevention Plan (2)	Sheet 4,	Dated October 4, 2023
e.	Landscape Plan		Dated October 4, 2023
f.	Drainage Report		Dated August 2, 2023
g.	Lighting Plan		Dated September 5, 2023
h.	Building Floor Plans	Sheet, A-1	
i.	Proposed Building Elevations		
2. Any requirements related to the review of the site development and improvements, as previously identified by the City ([including the City Engineer (as noted in his review memo dated October 13, 2023), Public Works Director, and Fire Chief], MnDOT or the Watershed District must be satisfied before the construction and development of this project.
3. This approval does not include any City-approvals for the future Phase Two of the project including adding another building with improved parking areas to the property.
4. The applicant or owner shall receive all permits from the City, MnDOT and the Rice Creek Watershed before starting any demolition, tree removal, grading or construction activity.
5. The City Attorney shall prepare an improvement agreement for the project that shall be fully executed by the City and the Applicant including all required financials and charges. The agreement shall include all required financials and charges including, but not limited to:
 - Letter of Credit for the cost of the design and installation of the proposed and required improvements and landscaping.
 - Water System Trunk Area Charges (WTAC), Sanitary Sewer Trunk Area Charges (SSTAC), Stormwater Trunk Area Charges (STAC) (Collected at the time of the Improvement Agreement).
 - Metropolitan Council SAC Fee, City Water Availability Charge Fee, City Core Sewer Fee, (Collected at the time of Building Permit issuance).

This agreement shall be completed and recorded at Washington County before the applicant or contractor starts any grading or construction activity on the site.

6. All required City financial guarantees shall be submitted and approved by the City before the contractor starts any demolition, tree removal, grading or construction activity on site.
7. In the event the applicant desires to install a driveway or start grading of the site prior to final plan approval by the City, Watershed District and MnDOT, the applicant shall enter into an

access and/or grading agreement with the City. All required City financial guarantees shall be submitted prior to ground disturbance.

8. The City shall not determine the Project to be complete until the City has received payment from the Applicant or Developer for all outstanding invoices related to the project.
9. If the City deems it necessary, the City and the property owner shall enter into easement, maintenance and access agreements for the existing and new drainage and utility easements and for providing access to the City to enter and cross the property for maintenance purposes. These agreements and easements shall be recorded against the property at Washington County and proof of recording shall be submitted to the City before the commencement of any site work.
10. The building materials for the dumpster enclosure and gate shall be quality materials consistent with the style and colors of the principal structure. The gates of the enclosure shall be constructed with solid materials such as cedar planks and not with chain-link fencing.
11. Any information needed to confirm the use meets proper licensure, health, safety or building code requirements must be furnished to the City upon request.
12. All construction activity and material storage shall be contained on site. There shall be no construction staging, parking or material storage on Forest Road.
13. The applicant shall revise the project plans for City approval before the City issues any permits for this project and before starting construction. The revised plans shall show the following:
 - a. Roof-top equipment and the proposed screening to ensure any roof-top units are not visible from Forest Boulevard or from Highway 97.
 - b. Any proposed fences shall not be located within a flowage easement.
 - c. Any exterior lighting shall meet the City's standards for exterior lighting in the I zoning district including not exceeding 0.4-foot candles at any property line.
 - d. The height of any the freestanding lighting poles shall not exceed 25 feet.
 - e. All exterior light fixtures shall be downlit and/or shielded to prevent glare.
 - f. A landscape plan for the development that best fits the intent of the City landscaping requirements while not negatively impacting the needs and requirements of MnDOT or the Watershed District.
 - g. Tree planting and landscaping that is out of the existing and new drainage and utility easements and away from locations that would interfere or conflict with underground utilities.
 - h. Irrigation in the landscape areas that will need irrigation to help ensure the plantings will survive and thrive.
 - i. The five-foot-wide concrete sidewalk along the building shall meet Americans with Disabilities (ADA) standards. The sidewalk shall be wide enough to ensure vehicles parking adjacent to it do not overhang the sidewalk in a manner that could obstruct pedestrians from using the sidewalk.
 - j. Any changes required by MnDOT to ensure the proposed project grading and improvements associated with this development are outside the construction limits and future highway right-of-way so they will not conflict with the grading and drainage needs of the Highway 97 reconstruction project.
14. The applicant or contractor shall hold a preconstruction meeting before starting any construction or grading activity on the site. The applicant or owner shall invite representatives

from the City, the Watershed District, MnDOT and the private utility companies as noted on the project plans to this meeting.

15. The Fire Chief shall approve the location for the required fire hydrant on the site.
16. The owner/applicant shall provide the Fire Department access to the site through the gate with whatever means may be required by the Forest Lake Fire Chief.
17. Any future significant alterations to the site as determined *Major* or *Minor* under City Code Section 153.038 by the City will require the Applicant or Owner to obtain City approval of an amendment of this Site Plan approval and possibly City approval of a variance or a Planned Unit Development (PUD).
18. Failure to adhere to any of the conditions listed herein shall be deemed a public nuisance.

Attachments:

1. Project Narrative dated October 5, 2023
2. Location Map
3. Property Line Map
4. Aerial Photo
5. Certificate of Survey
6. MnDOT Stormwater Ponding Concept
7. Proposed Project Plans (10 pages)
8. Sample Building Elevations
9. Resolution 11-08-23-01 (approving site and design plans)

ITEM: Site Plan Review

Date: October 5, 2023

PETITIONER: PGA Investments, LLC

PROPERTY OWNER: Peter Olson; PGA Investments, LLC

PROPERTY I.D.#: 20.032.21.12.0011

ADDRESS: 5865 Forest Road North

The petitioner requests that the City consider a Site Plan Review for the construction and operation of one (1) 9,000 sq. foot building for an Industrial Condominium/multi-tenant structure facility. The building will have 1-3 users and multiple bays providing as little as 2,250 sqft of storage up to the maximum extent of the building size. The site is designed for a second building of the same size and use and all plans have been developed with this potential second building in mind. Applicant will come back to the City of Forest Lake to request approvals for building 2 (western) in the future. This request is specifically for site development and building 1 (eastern). The construction of the buildings will be phased; the eastern building first and the western building in 5 years or as demand arises. The property is zoned (I) Industrial.

Our ideal target market would be small businesses (which include general contractors and tradesmen) who have outgrown their home shop space. Businesses in the trades such as HVAC, electrical, landscaping, snow removal, concrete, hauling, paving, siding, windows, roofing, etc. Only light mechanical work is expected with the biggest need being storage of equipment, work vehicles, parts and tools. 1-3 employees would work in the office space, while 6-10 employees could potentially start and end their day at the facility. There are multiple options for parking – either side of the building, south of the building in front of overhead doors, or inside the building(s).

The parking area south of the building(s) will be fenced as shown and will contain various trees and plantings screening the area from Forest Road. The fence will also provide security with a gated access. The trash enclosure will be within the fenced area east of the eastern building where there is potential to add a loading dock or forklift access door in the future. The entire site will be graded and complete coincident with the construction of the eastern building. Existing trees within the grading area that need to be removed consist of 23 trees larger than 6", primarily Ash. It is understood that the western area for future building #2 will need to be covered with a dustless surface such as millings or traprock and this is not a storage area, however, it could be used for temporary overflow parking. Underground utilities will be stubbed to the west beyond any pavement for the first building.

Final engineered plans for Phase 1 building is on hold until Site Plan Review approval. There are numerous agencies involved including MNDOT (Hwy 97 project) , RCWD and Army Corp of Engineers (wetland mitigation). Building materials, colors and textures would be similar to plans attached and could easily be modified upon final engineering of the building. Attached are pictures of a building very similar in products used in construction, color and texture(s) which include Butler TextureWall panels, stone, glass and accent areas. A brochure of the exterior product being used (prior to any accents) is also shown.

8/8/23, 12:16 PM

Parcel Viewer - Quick Access

Parcel Viewer - Quick Access

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**BOLTON
& MENK**

Real People. Real Solutions.

Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of Forest Lake is not responsible for any inaccuracies herein contained.

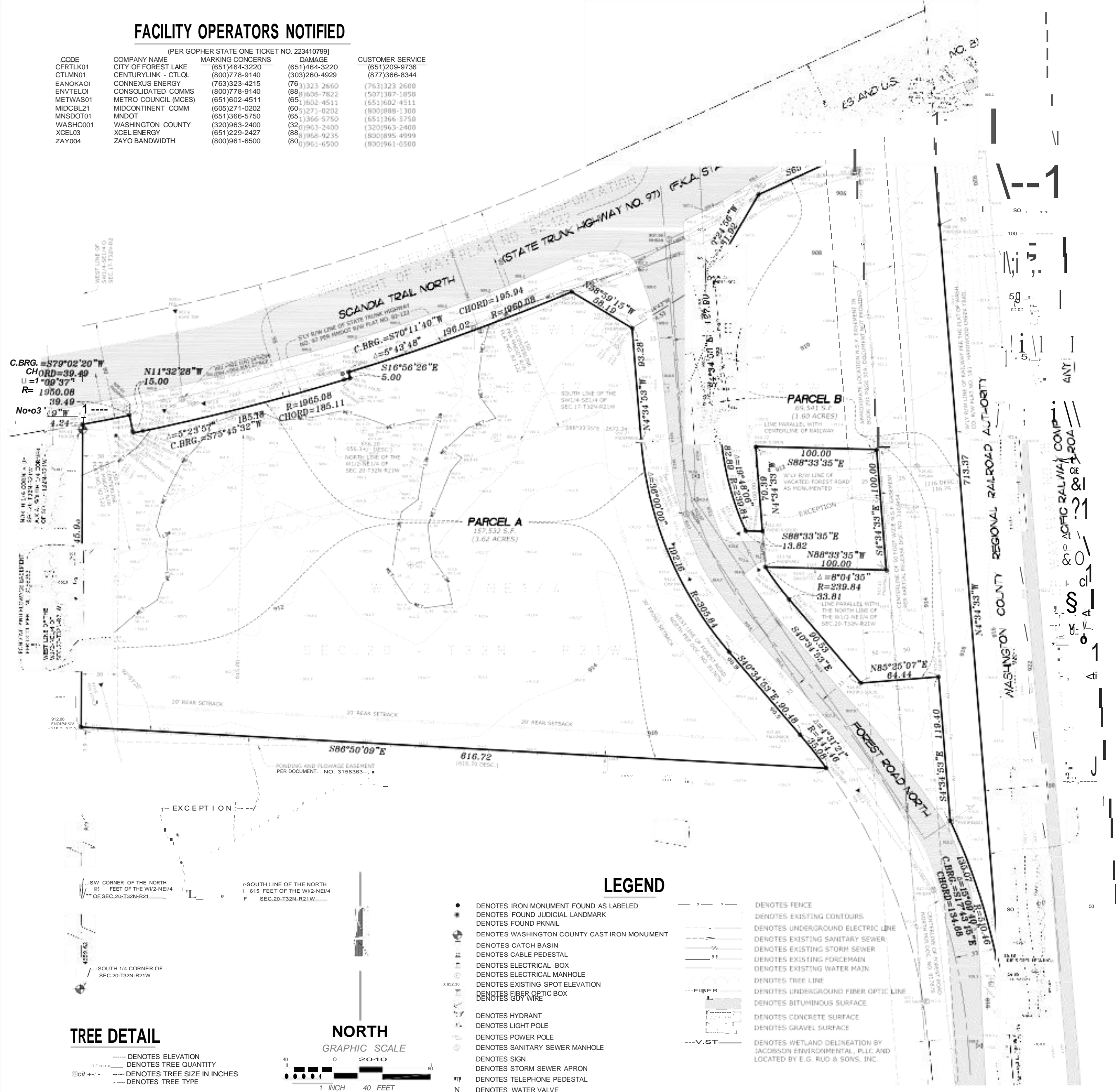


Forest Lake
AS GOOD AS IT SOUNDS

Map Name

FACILITY OPERATORS NOTIFIED

(PER GOPHER STATE ONE TICKET NO. 223410799)				
CODE	COMPANY NAME	MARKING CONCERNS	DAMAGE	CUSTOMER SERVICE
CFRTLK01	CITY OF FOREST LAKE	(651)464-3220	(651)464-3220	(651)209-9736
CTLMLN01	CENTURYLINK - CTLQL	(800)778-9140	(303)260-4929	(877)366-8344
EANOKAOI	CONNEXUS ENERGY	(763)323-4215	(763)323 2660	(763)323 2600
ENVTELOI	CONSOLIDATED COMMS	(800)778-9140	(888)606-7822	(507)387-1850
METWAS01	METRO COUNCIL (MCES)	(651)602-4511	(651)602-4511	(651)602-4511
MIDCBL21	MIDCONTINENT COMM	(605)271-0202	(605)271-0202	(800)888-1300
MINDOT01	MINDOT	(651)366-5750	(651)366-5750	(651)366-5750
WASHCO01	WASHINGTON COUNTY	(320)963-2400	(320)963-2400	(320)963-2400
XCEL03	XCEL ENERGY	(651)229-2427	(888)968-9235	(800)895-4999
ZAYO04	ZAYO BANDWIDTH	(800)961-6500	(800)961-6500	(800)961-6500



CERTIFICATE OF SURVEY

~for~ PGA INVESTMENTS, LLC
~of~ 5865 FOREST ROAD NORTH
FOREST LAKE, MN

VICINITY MAP

PART OF SEC. 17 E 20, TWP. 32N, RNG. 21W



WAS INGTON COUNTY, MINNESOTA
(NO SCALE)

PROPERTY DESCRIPTION

[DESCRIPTION PER WASHINGTON COUNTY LIMITED WARRANTY DEED DOCUMENT NO. 4387627.J

Parcel A:
That part of the Southwest Quarter of the Southeast Quarter of Section 17, Township 32, Range 21, lying Southerly of the Southerly right-of-way line of State Highway No. 97 (formerly known as State Highway No. 63 and as U.S. Highway No. 8), and lying Westerly of Forest Road North, Washington County, Minnesota.

That part of the North 615 feet of the West Half of the Northeast Quarter of Section 20, Township 32, Range 21, lying Westerly of Forest Road North, Washington County, Minnesota, excepting therefrom the following parcel: That part of the North 615 feet of the West Half of the Northeast Quarter of Section 20, Township 32, Range 21, Washington County, Minnesota, lying Westerly of the West line of Forest Road North and its Southerly extension as described in Document No. 817878 and lying Southerly of a line described as commencing at the Southwest corner of said North 615 feet; thence Northerly along the West line of said West Half of the Northeast Quarter 369.20 feet to the point of beginning of the line to be described; thence Easterly deflecting to the right 92 degrees 53 minutes 20 seconds 616.70 feet to the West line of said Forest Road and there terminating.

Parcel B:
That part of the Southwest Quarter of the Southeast Quarter of Section 17, Township 32, Range 21, lying Southerly of the Southerly right-of-way line of State Highway No. 97 (formerly known as State Highway No. 63 and as U.S. Highway No. 8), and lying Westerly of the former Northern Pacific Railway Company right-of-way (now owned by the Washington County Regional Rail Authority), and lying Easterly of Forest Road North, Washington County, Minnesota.

That part of the North 615 feet of the West Half of the Northeast Quarter of Section 20, Township 32, Range 21, lying Westerly of the former Northern Pacific Railway Company right of way (now owned by the Washington County Regional Rail Authority), and lying Easterly of Forest Road North, Washington County, Minnesota, excepting therefrom the following described parcel:
Commencing at the North Quarter corner of Section 20; thence East, along the North line of Section 20, a distance of 656.3 feet, more or less, to the point of beginning on a line drawn parallel with and distant 116 feet Westerly of the centerline of the Burlington Northern main track, said point being on the Westerly line of a formerly existing township road known as Forest Road as located prior to Vacation Order No. 65433 issued March 20, 1981 by the Minnesota Commissioner of Transportation; thence West, along the North line of Section 20, a distance of 100 feet; thence Southerly parallel with said center line of the Burlington Northern main track, a distance of 100 feet; thence East parallel with the North line of Section 20, a distance of 100 feet to the Westerly line of said township road; thence Northerly, along said Westerly line a distance of 100 feet to the point of beginning. Including any right of title to said Township road to the East right of way line thereof.

NOTES

Field survey was completed by E.G. Rud and Sons, Inc. on 09/15/22. Wetlands and underground utilities located and additional topo shots taken 12/13/2022. Additional Storm Sewer located on 9/08/2023. Bearings shown are on the Washington County Coordinate System.
Parcel ID Number: 20-032-21-12-0011 and 17-032-21-43-0031.
Curb shots are taken at the top and back of curb.
This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.
Underground water main and force main are based mapping by others and area approximate in location. Wetland delineation by Jacobson Environmental, PLLC November of 2022.

DEVELOPMENT DATA

TOTAL AREA = 227,073± S.F. 5.21 ACRES

ZONING INFORMATION

I - INDUSTRIAL DISTRICT

SETBACKS

FRONT R/W STATE TRUNK HWY NO. 97 = 75 FEET FROM R/W OR 150 FEET FROM CENTER WHICHEVER IS GREATER
FRONT R/W FOREST ROAD NORTH = 30 FEET
SIDE YARD = 10 FEET
REAR YARD = 20 FEET

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

BENCHMARK

MNDOT STATION NAME : MCCULL MNDT RESET
ELEVATION = 927.34 FEET (NAVD83).

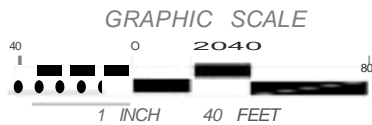
DRAWN BY:	JEN	JOB NO:	221022BT	DATE:	09/22/22
CHECK BY:	JER	FIELD CREW:	RW-MR		
1	8/01/23	Update to a Certificate of Survey	JEN		
2	9/11/23	Added Additional Storm Sewer Info	JEN		
3	10/16/23	Update to match new legal desc.	JEN		
NO.	DATE	DESCRIPTION	BY		

E.G. RUD & SONS, INC.
Es. iun Professional Land Surveyors
www.egrud.com 6776 Lake Drive NE" Suite 110
Lino Lakes, MN 55114
Tel. (651) 361-8200 Fax (651) 361-8701

TREE DETAIL

--- DENOTES ELEVATION
--- DENOTES TREE QUANTITY
--- DENOTES TREE SIZE IN INCHES
--- DENOTES TREE TYPE

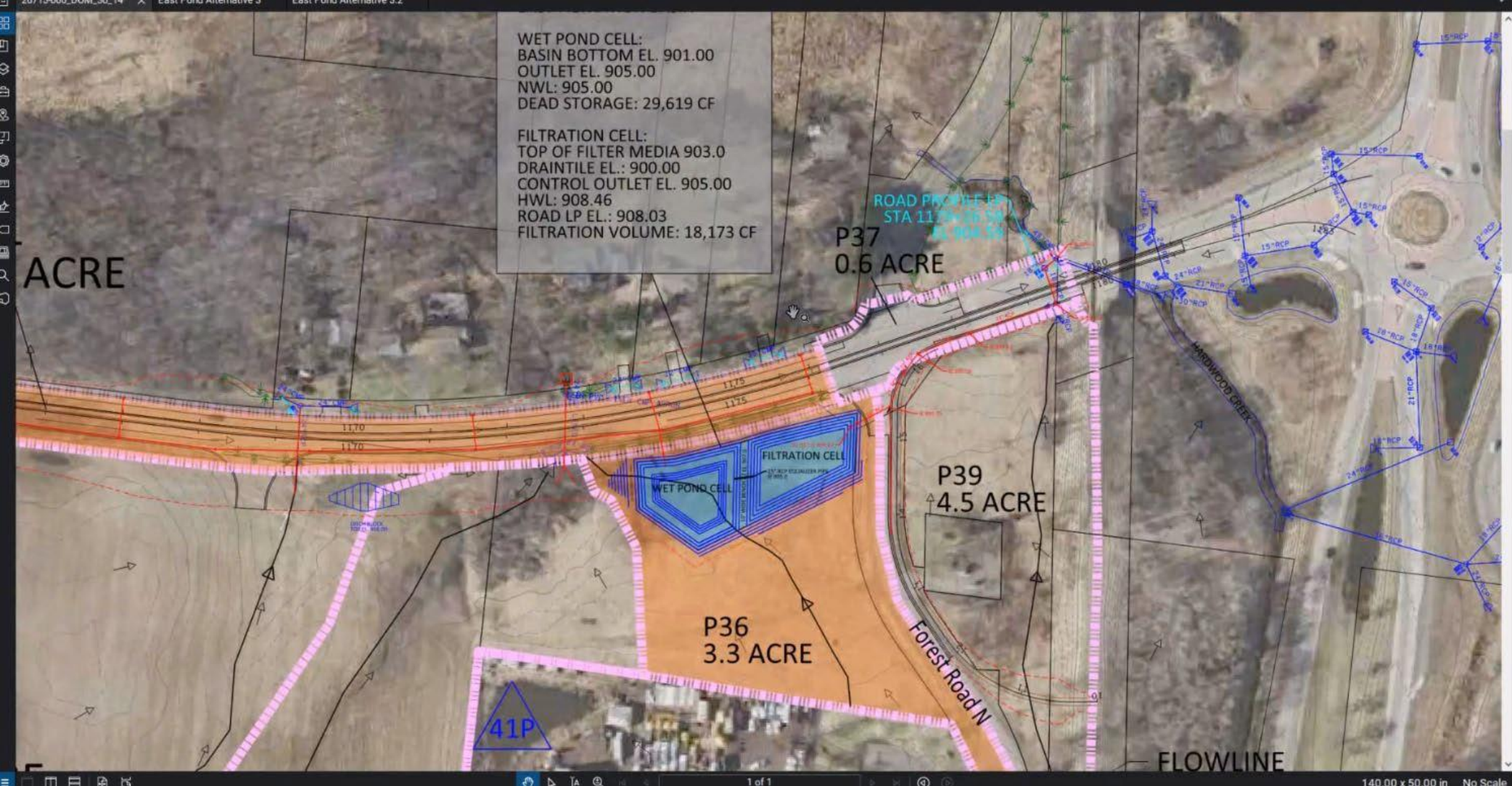
NORTH



LEGEND

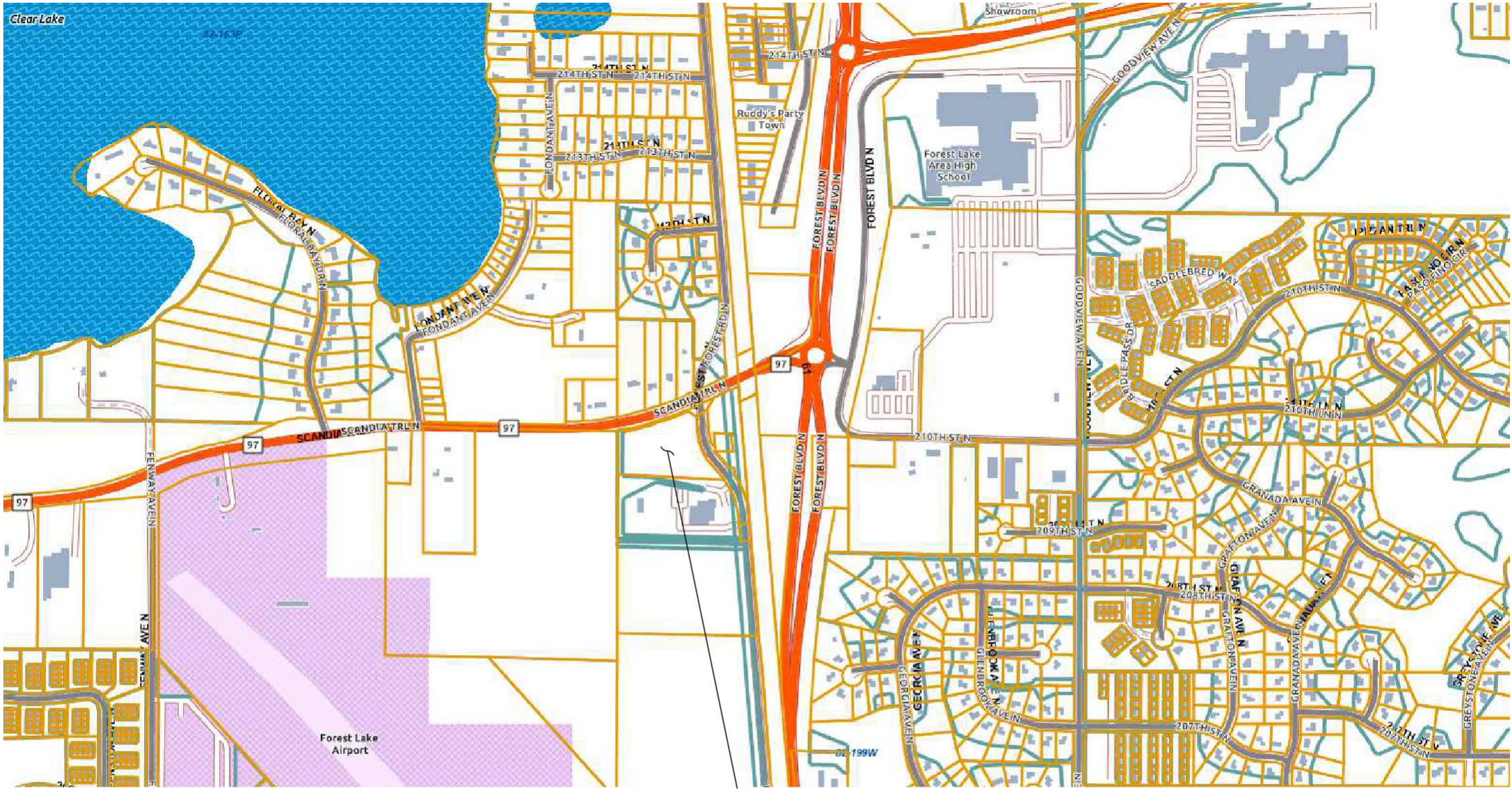
- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES FOUND JUDICIAL LANDMARK
- DENOTES FOUND PKNAIL
- DENOTES WASHINGTON COUNTY CAST IRON MONUMENT
- DENOTES CATCH BASIN
- DENOTES CABLE PEDESTAL
- DENOTES ELECTRICAL BOX
- DENOTES ELECTRICAL MANHOLE
- DENOTES EXISTING SPOT ELEVATION
- DENOTES FIBER OPTIC BOX
- DENOTES GUY WIRE
- DENOTES HYDRANT
- DENOTES LIGHT POLE
- DENOTES POWER POLE
- DENOTES SANITARY SEWER MANHOLE
- DENOTES SIGN
- DENOTES STORM SEWER APRON
- DENOTES TELEPHONE PEDESTAL
- DENOTES WATER VALVE

- DENOTES FENCE
- DENOTES EXISTING CONTOURS
- DENOTES UNDERGROUND ELECTRIC LINE
- DENOTES EXISTING SANITARY SEWER
- DENOTES EXISTING STORM SEWER
- DENOTES EXISTING FORCEMAIN
- DENOTES EXISTING WATER MAIN
- DENOTES TREE LINE
- DENOTES UNDERGROUND FIBER OPTIC LINE
- DENOTES BITUMINOUS SURFACE
- DENOTES CONCRETE SURFACE
- DENOTES GRAVEL SURFACE
- DENOTES WETLAND DELINEATION BY JACOBSON ENVIRONMENTAL, PLLC AND LOCATED BY E.G. RUD & SONS, INC.



MNDOT HWY 97 "potential concept" for stormwater ponding needs.
 This is not official or final. It is only a representation of the need.

PGA INVESTMENTS, LLC
5865 FOREST ROAD NORTH
FOREST LAKE, MN



ZONING:
I – INDUSTRIAL

BULK REGULATIONS:

BUILDING SETBACKS:
FRONT (ROW STATE TRUNK HWY 97) = GREATER OF 75 FEET FROM ROW OR 150 FEET FROM CL
FRONT (ROW FOREST RD N) = 30 FEET
SIDE = 10 FEET
REAR = 20 FEET

GOVERNING STANDARDS: COUNTY OF WASHINGTON STANDARDS, CITY OF FOREST LAKE STANDARD CONTRACT DOCUMENTS AND TECHNICAL SPECIFICATIONS FOR UTILITY AND STREET CONSTRUCTION, 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION", LATEST VERSION OF THE "MINNESOTA MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES" (MMUTCD)

UTILITIES:
GOPHER STATE ONE CALL
(651) 454-0002
gopherstateonecall.org

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF C/ASCE 3-2, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."
CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. GSOC INFORMATION ABOVE.

SHEET INDEX

- 1 – TITLE SHEET
- 2 – SITE, GRADING AND EROSION CONTROL PLAN
- 3 – DRAINAGE AND EROSION CONTROL DETAILS
- 4-5 – STORMWATER POLLUTION PREVENTION PLAN
- 9 – LANDSCAPE AND TREE PRESERVATION PLAN

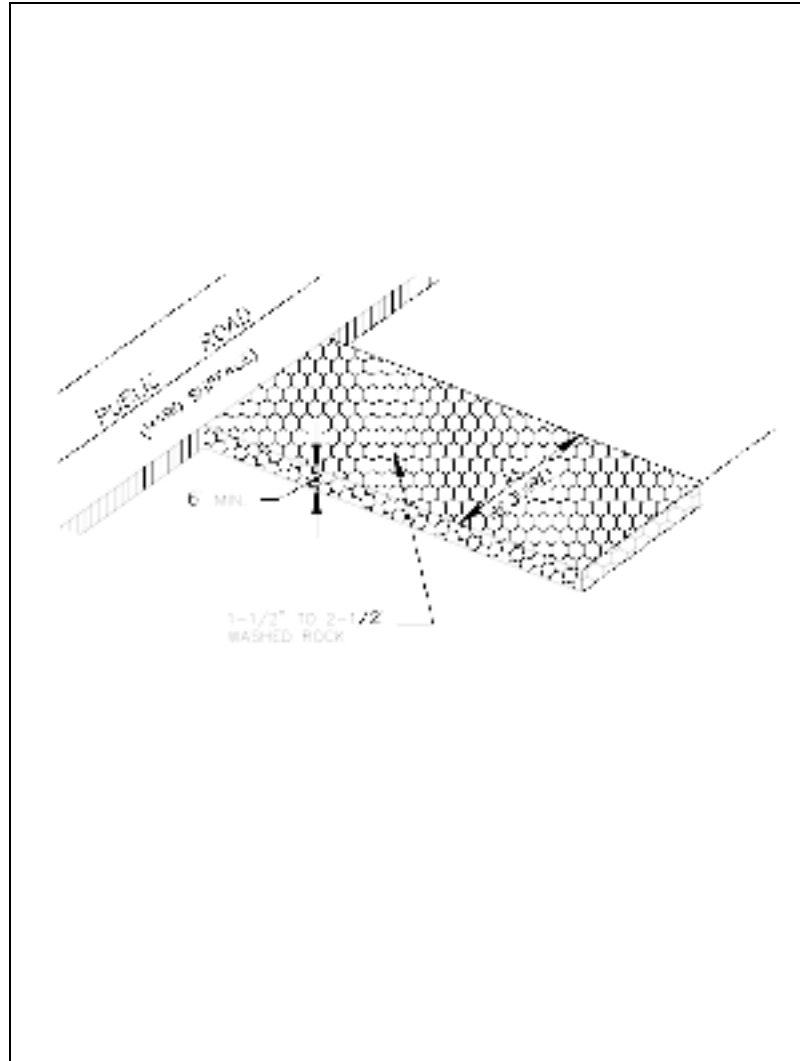
DEVELOPERS:
PGA INVESTMENTS, LLC
1345 HUNTERS RIDGE
LINO LAKES, MN 55038
(612) 290-3669

ENGINEER:
KRYSTLE BLOCH, P.E. (MN 49893)
BLOCH ENGINEERING, PLLC
32210 XEON ST NW
CAMBRIDGE MN 55008
(507) 995-2981

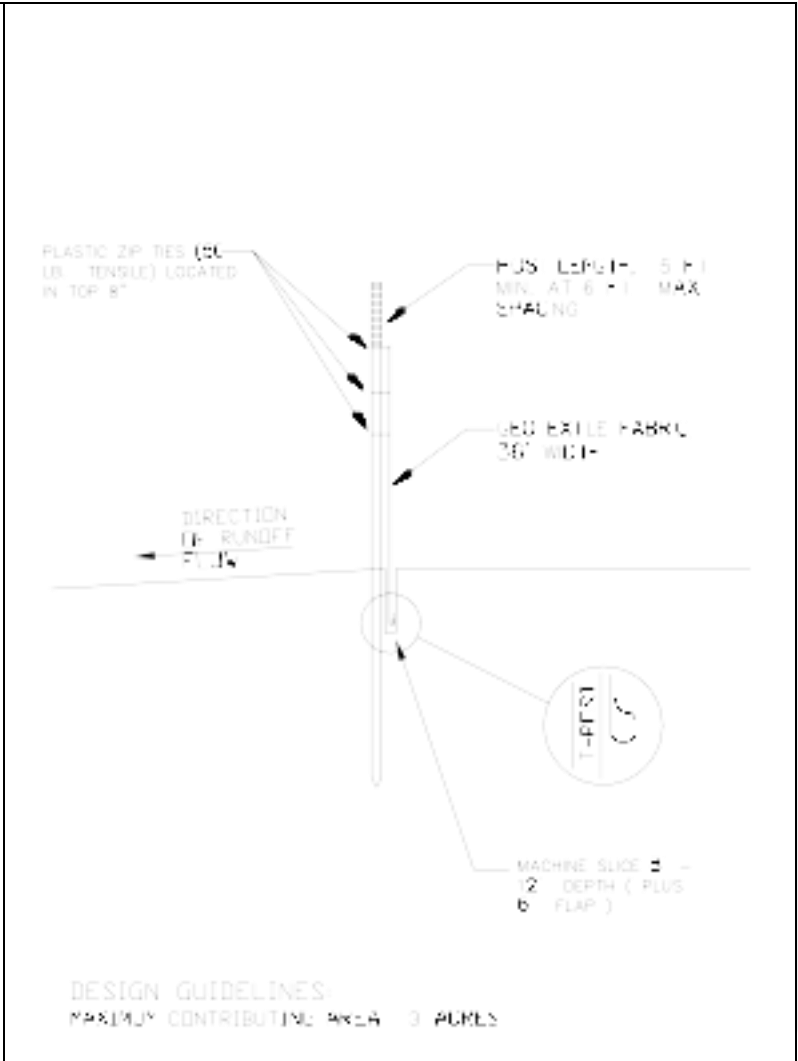
SURVEYOR:
E.G. RUD & SONS, INC
LINO LAKES, MN 55014
(651) 361-8200

PGA INVESTMENTS, LLC
1345 HUNTERS RIDGE
LINO LAKES, MN

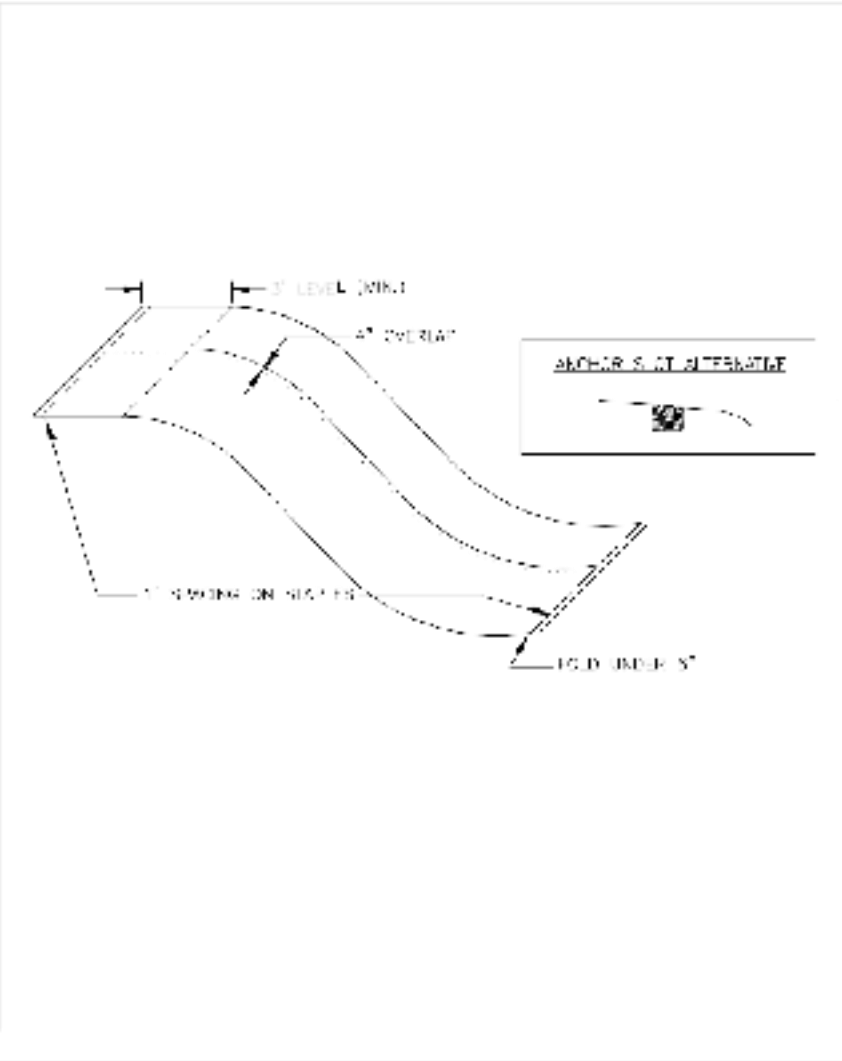
REVISIONS	NO	DATE	BY	DESCRIPTION					



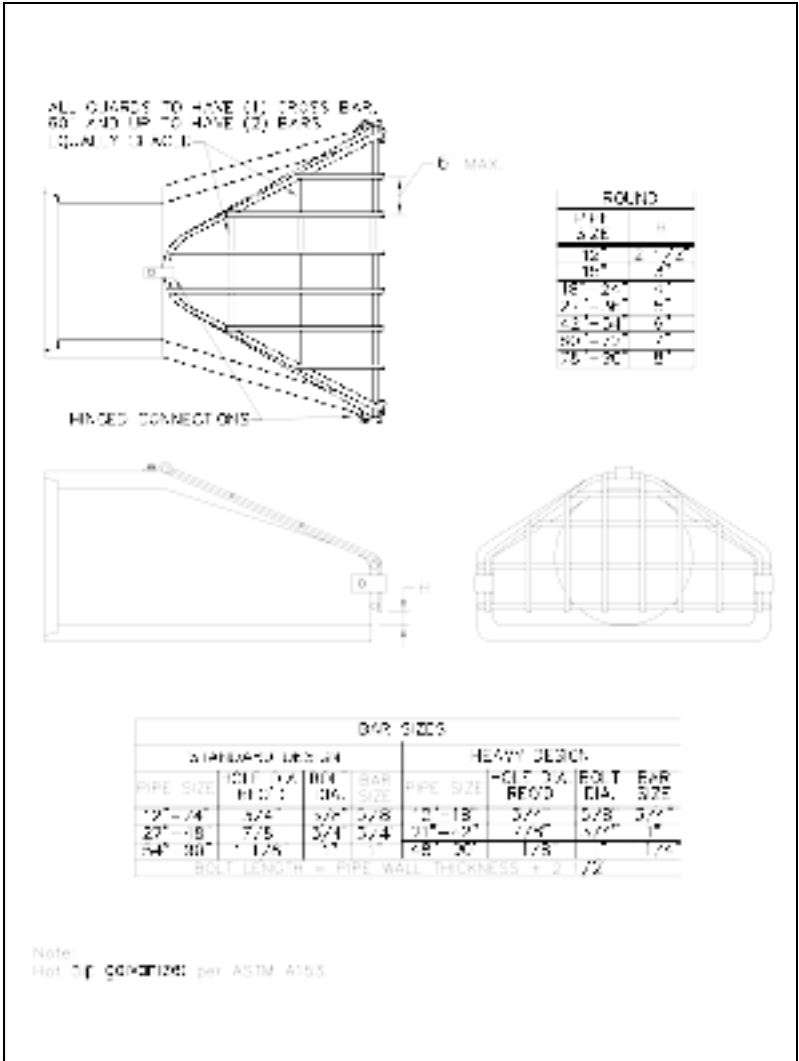
ROCK CONSTRUCTION ENTRANCE



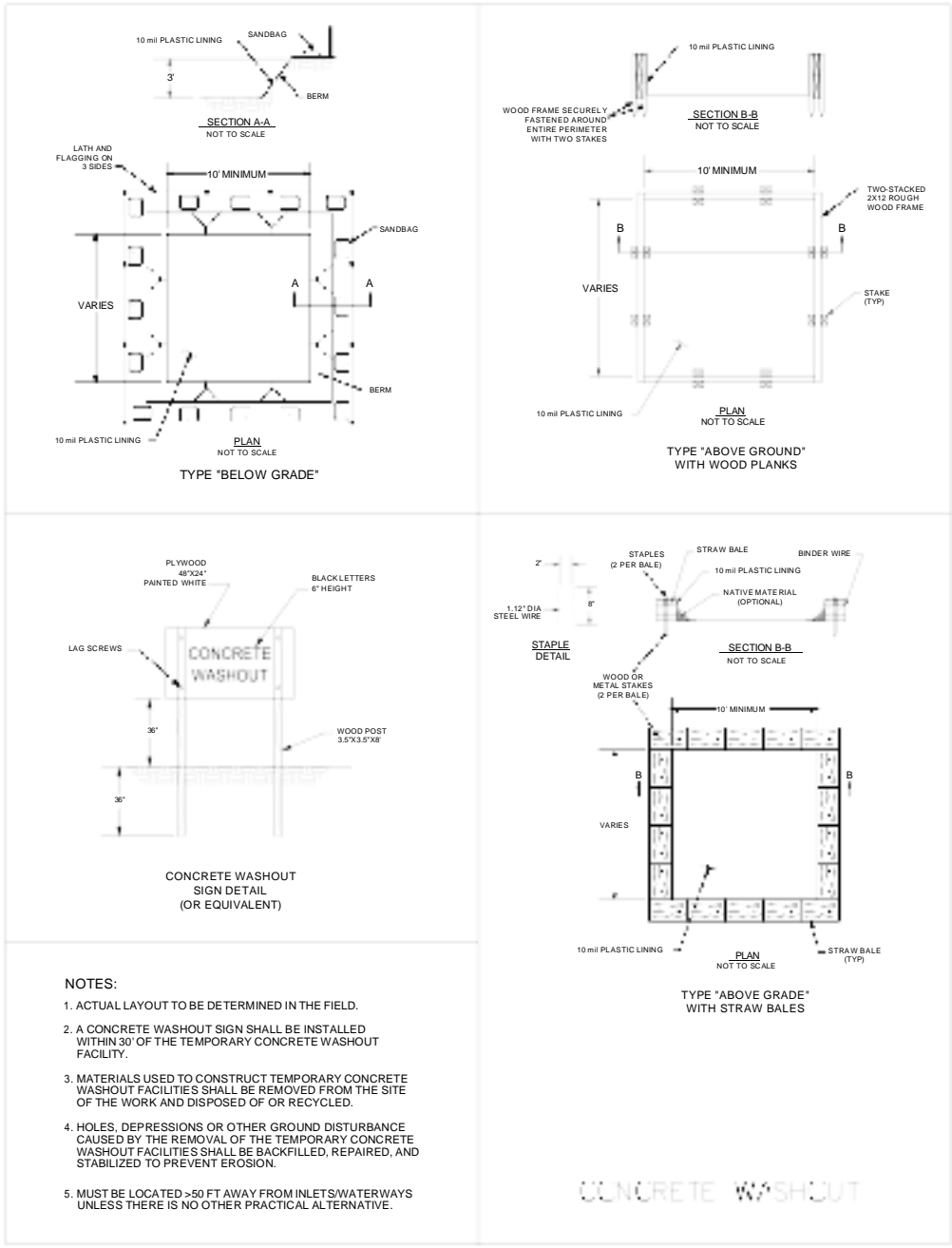
STANDARD MACHINE SLICED SILT FENCE



EROSION CONTROL BLANKET

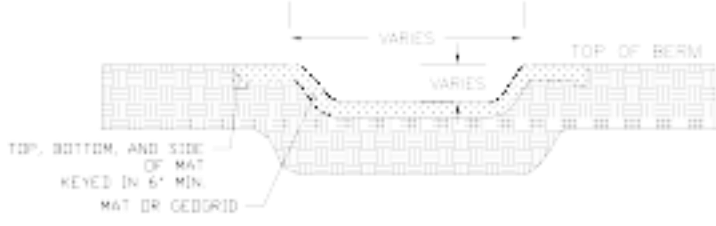


TRASH GUARD

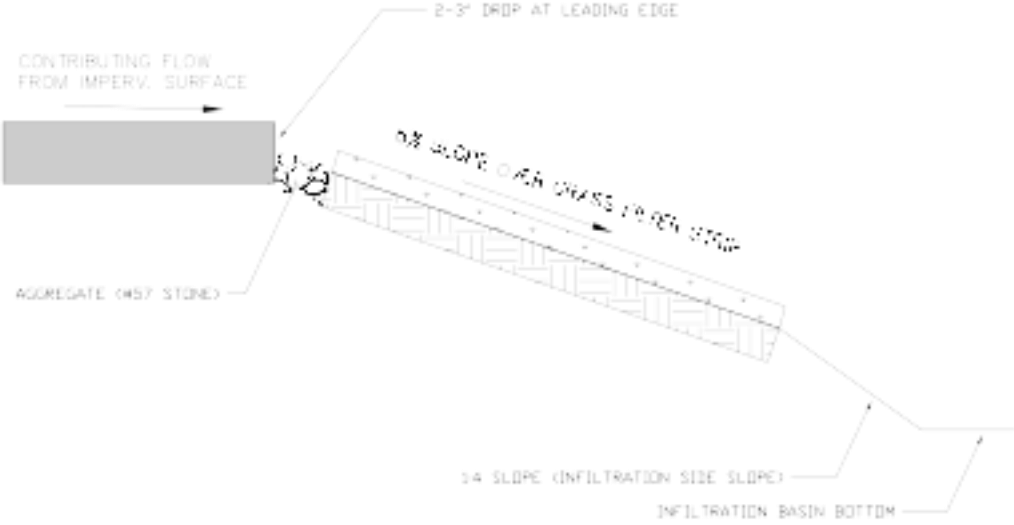


CONCRETE WASHOUT

STABILIZED EMERGENCY OVERFLOW (EOF) DETAIL



GRASS FILTER STRIP DETAIL



STORM WATER POLLUTION PREVENTION PLAN (SWPPP)

PROJECT DESCRIPTION:

This proposed site plan consists of the new construction of a new roadway into a proposed commercial/industrial development. This will include regrading and paving. The total area of construction and grading will be approximately 2.55 acres.

All of the proposed newly graded site will flow to the proposed infiltration areas on the property.

SWPPP IMPLEMENTATION

The Contractor is responsible for implementation of the SWPPP and the installation, inspection, and maintenance of the erosion prevention and sediment control BMPs before and during construction. The Contractor will have an Erosion Control Supervisor who is responsible for coordinating the erosion prevention and sediment control BMPs.

PGA Investments is responsible for long term operation and maintenance of the permanent storm water management system.

PROJECT CONTACT IMPLEMENTATION/MAINTENANCE:

Erosion and Sediment Control, BMP Inspection Performed By:

xx xxx
xx Construction Company
xxx, Minneapolis MN 55432
xxx-xxx-xxxx
xx@xxx.com

Long Term Pond Maintenance Provided By:
PGA Investments

TIMING OF BMP INSTALLATION

The erosion prevention and sediment control BMPs shall be installed as necessary to minimize erosion from disturbed surfaces and capture sediment on site.

1. Erosion and sediment control BMPs must be installed prior to the start of construction.
2. Where applicable, disturbed areas will immediately be temporarily stabilized prior to permanent turf establishment whenever construction ceases for 7 days, with special consideration of areas within 200 feet continuous positive slope of a surface water.
3. Temporary or permanent energy dissipation shall be placed at pipe outlets within 24 hours after connection to a surface water.
4. Temporary stabilization of stockpiles must be initiated immediately to limit soil erosion whenever any construction activity has permanently ceased on any portion of the site and will not resume for a period exceeding 7 calendar days.
5. Planned slopes of 1:3 (V:H) or steeper and greater than 75 ft. in length will be temporarily or permanently stabilized in increments not to exceed 75 ft., prior to constructing or disturbing a new increment.
6. BMPs must remain in place until final stabilization is achieved and permit NOT has been submitted to the MPCA.
7. The normal wetted perimeter of any temporary or permanent drainage ditch or swale that drains water from any portion of the construction site, or diverts around the site, must be stabilized within 200 lineal feet from the property edge, or from the point of discharge into any surface water. Stabilization of the last 200 lineal feet must be completed within 24 hours after connecting to a surface water.
8. Developer/Contractor is responsible for removal of silt fence upon turf establishment.
9. Seeding of site shall be completed within two weeks of grading completion.

CALCULATIONS:

Total Area of Grading = 2.55 Acres
Total Existing Impervious = 0 Square Feet
Total New Impervious = 59,310 Square Feet (Includes pond surface)

WATER QUALITY VOLUME (TOTAL)= (1.1")(1'/12")(59,310 SF) = 5,437 CF

SOIL TYPES:

Majority B Soils (MPCA - soil borings to confirm in spring)

EROSION CONTROL QUANTITIES:

EROSION CONTROL QUANTITIES		
	UNIT	QUANTITY
SILT - ENC	L	1500
IMP. CONSTRUCTION EXH	ACH	1
SEEDING	ACRES	1

CONSTRUCTION SEQUENCE:

Construction to begin Fall 2023. Silt fence around where specified and Rock entrances to be installed before any of the following scheduled events take place. Existing structures shall also be protected from sediment from the start of construction.

1. Grading
2. Paving and pad prep and construction
3. Infiltration pond final grading

Construction completion expected Summer 2024. All temporary erosion control measures will be removed and disposed of according to MPCA requirements. Final stabilization will be established.

If construction is not completed before winter, stockpiles and any slopes must be stabilized with appropriate BMPs (mulch, seed, erosion control blanket) as applicable to avoid erosion in the following spring season.

See NPDES CWS Permit Part 11 for inspection frequency adjustments throughout the course of scheduled construction.

IMPAIRED AND SPECIAL WATERS

No special or impaired waters within 1 mile of this site.

KARST AREA PROTECTION:

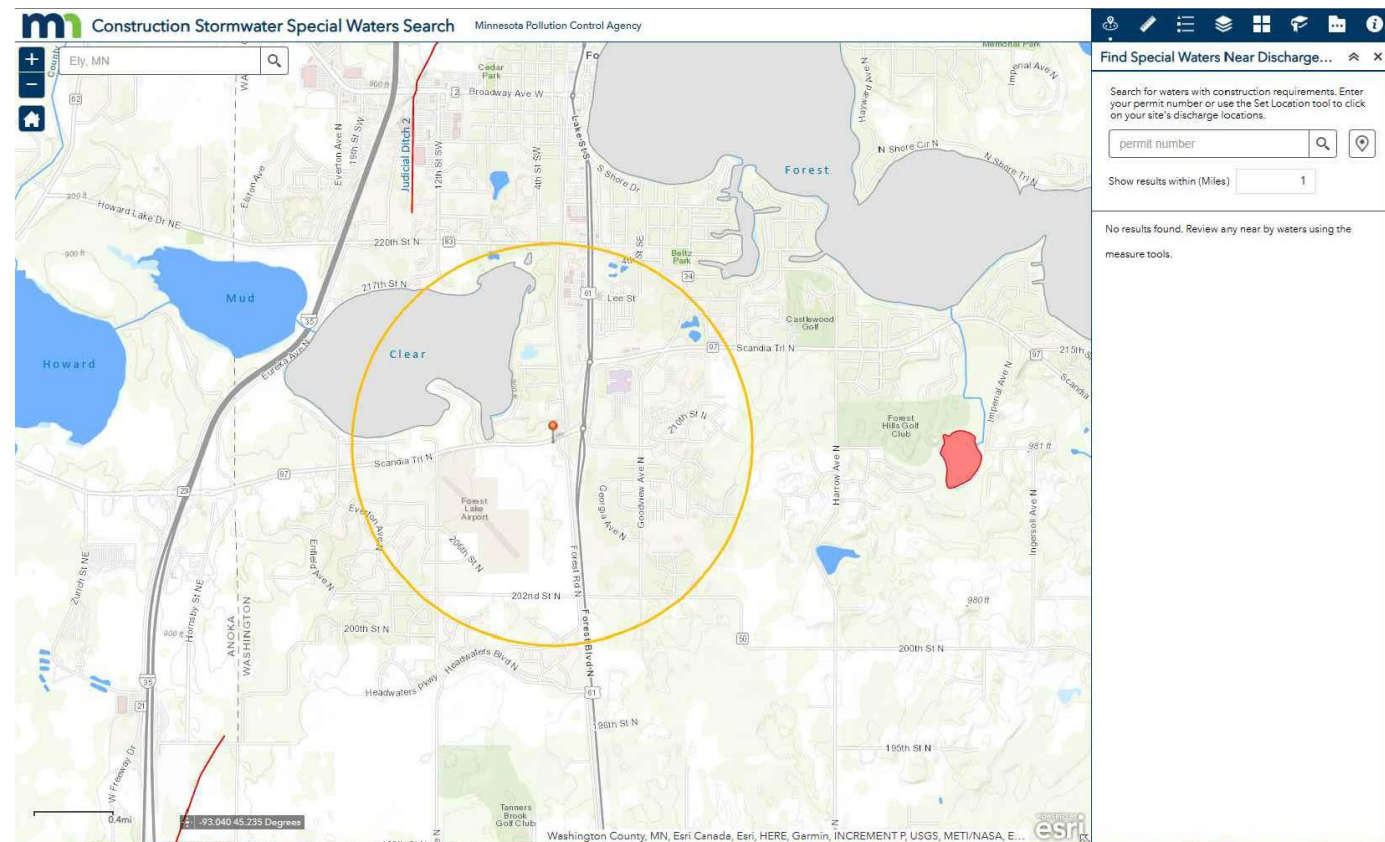
There is no active Karst in this site.


CALCAREOUS FENS:

No calcareous Fen sites exist on this project.

MITIGATION DUE TO REVIEWS:

There are no stormwater mitigation measures proposed as part of environmental, endangered species, archaeological or other required local, state or federal reviews conducted for the project.



		BLOCH ENGINEERING BLOCH ENGINEERING, PLLC blochengineering.com 32210 XEON ST NW CAMBRIDGE, MN 55008 krystle@blochengineering.com	
JOB NO. 22-49			
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.		PRELIMINARY KRYSTLE L. BLOCH 10-4-2023 49893 DATE LIC. NO.	
PCA INVESTMENTS, LLC 1345 HUNTERS RIDGE LINO LAKES, MN		SWPPP	
REVISIONS NO. DATE BY DESCRIPTION			
4			

STORM WATER POLLUTION PREVENTION PLAN (SWPPP)

CONSTRUCTION NOTES:

Construction shall be in accordance with the MPCA NPDES General Stormwater Permit for construction activity, plans, Mn/DOT Spec. Book, Standard Specifications for Construction and the special provisions.

The Contractor shall maintain a stockpile of erosion control devices at all times for immediate usage.

The Contractor shall keep the inspection and maintenance log.

See permit Part 20 for SWPPP record retention requirements. SWPPP must be kept on site during construction by permittee who has operational control of that portion of the site.

In the event of accidental sediment or pollutant discharge, the City, MPCA local contact and/or State Duty Officer shall be notified. The MPCA State Duty Officer can be reached at (800) 422-0798.

TRAINING REQUIREMENTS:

1. The Permittee(s) shall ensure the individuals identified in this part have been trained in accordance with the NPDES CSW Permit's training requirements. The Permittee(s) shall ensure the training is recorded in or with the SWPPP before the start of construction or as soon as the personnel for the project have been determined.
 - a. Who must be trained:
 - i. Individual(s) preparing the SWPPP for the project.
 - ii. Individual(s) overseeing implementation of, revising, and amending the SWPPP and individual(s) performing inspections. One of these individual(s) must be available for an on site inspection within 72 hours upon request by the MPCA.
 - iii. Individual(s) performing or supervising the installation, maintenance, and repair of BMPs. At least one individual on a project must be trained in these job duties.
 - b. Training content. The content and extent of training must be commensurate with the individual's job duties and responsibilities with regard to activities covered under this permit for the project. At least one individual present on the permitted project site (or available to the project site in 72 hours) must be trained in the job duties described in Permit Part 20.
 - c. Training documentation:
 - i. Documentation must be recorded with the SWPPP prior to the start of construction.
 - ii. Names of the personnel associated with this project that are required to be trained per Part III.F of this permit.
 - iii. Dates of training and name of instructor(s) and entity providing training.
 - iv. Content of training course or workshop (including number of hours of training).
 - d. The Permittee(s) shall ensure that the individuals are trained by local, state, federal agencies, professional organizations, or other entities with expertise in erosion prevention, sediment control or permanent stormwater management such as the University of Minnesota, Minnesota Erosion Control Association, Soil and Water Conservation Districts or the MPCA.

EROSION PREVENTION MEASURES:

1. Temporary or permanent stabilization of exposed soils, including stockpiles, shall be initiated immediately to limit soil erosion whenever any construction activity has temporarily or permanently ceased on that portion of the site and will not resume for a period exceeding 7 calendar days. (Permit Part 8.4 and 23.9).
2. The normal wetted perimeter of any temporary or permanent drainage ditch or swale that drains water for any portion of the construction site, within 200 lineal feet, must be completed within 24 hours after connecting to a surface water or property edge. Mulch, hydromulch, tackifier, polyacrylamide, or similar practice is not acceptable stabilization in any part of a drainage ditch or swale with continuous slop greater than 2%. (Permit Part 8.6-8.8).
3. Use check dams along length of conveyance channels. (Permit Part 8.7).
4. Temporary or permanent energy dissipation devices must be installed at pipe outlets within 24 hours after connection to a surface water.
5. Temporary or permanent ditches or swales that are being used as a sediment containment system during construction must be stabilized within 24 hours after no longer being used as a sediment containment system.

SEDIMENT CONTROL MEASURES:

1. In order to maintain sheet flow and minimize rills and/or gullies, there shall be no unbroken slope length of greater than 75 feet for slopes with a grade of 1:3 or steeper.
2. Sediment control practices must be established on all down gradient perimeters and upgradient of any buffer zones. These practices shall remain in place until final stabilization has been achieved and the Permit NOT form has been submitted to the MPCA.
3. Temporary soil stockpiles must have silt fence or other effective sediment controls, and cannot be placed in surface waters, including stormwater conveyances such as curb and gutter systems, or conduits and ditches unless there is a bypass in place for the stormwater.
4. Vehicle tracking of sediment from the construction site (or onto streets within the site) must be minimized by Best Management Practices (BMPs) such as stone pads, concrete or steel wash racks, or equivalent systems. Tracked sediment onto paved surfaces must be removed daily, at minimum.
5. Per Part 9.3, if down gradient sediment controls are overloaded, additional upgradient sediment control practices or redundant BMPs to eliminate overloading must be installed, and the SWPPP must be amended.
6. See permit 9.6 and Part 11 for instructions on re-installation of sediment control practices after they've been adjusted.
7. See permit Part 9.7 and 9.8 for instructions on the removal of storm drain inlet protection BMPs.
8. Direct discharges from BMPs to vegetated areas, unless infeasible.

DEWATERING AND BASIN DRAINING:

1. If dewatering is required on the site, there must be a plan in place to prevent nuisance conditions, erosion and inundation of wetlands.
2. If using filters with backwash water, backwash water must be hauled away for disposal, returned to the beginning of the treatment process, or incorporated into the site in a manner that does not erode into runoff.

THE DESCRIPTION OF INSPECTIONS AND MAINTENANCE:

1. The Permittee(s) (either the owner or operator, whoever is identified in the SWPPP) must routinely inspect the entire construction site at least once every seven (7) days during active construction and within 24 hours after a rainfall event greater than 0.5 inches in 24 hours.

INSPECTION AND MAINTENANCE REQUIREMENTS MUST INCLUDE:

- Date and time of inspections. All inspections and maintenance conducted during construction shall be recorded within 24 hours in writing and these records must be retained in the SWPPP
- Name of person(s) conducting inspections.
- Findings of inspections, including specific locations where there are recommendations for corrective actions.
- Corrective actions taken (including dates, times, and party completing maintenance activities).
- Date and amount of all rainfall events greater than 1/2 inch (0.5 inches) in 24 hours. Rainfall amounts must be obtained by a properly maintained rain gauge onsite, a weather station within 1 mile of the project location, or a weather reporting system that provides site specific rainfall data from radar summaries.
- See permit Part 6.1-6.4 for amendments to SWPPP.
- Construction site vehicle exit locations must be inspected for evidence of off-site sediment tracking onto paved surfaces. Tracked sediment must be removed from all paved surfaces within 24 hours of discovery (NPDES CSW Permit Part 9.12).
- Infiltration and Bioretention facility must be inspected for sedimentation.
- Discharges discovered during inspections shall be documented per NPDES CSW Permit part 11.11.f

MAINTENANCE PERFORMANCE:

1. All nonfunctional BMPs must be repaired, replaced, or supplemented with functional BMPs by the end of the next business day after discovery, or as soon as field conditions allow access unless another time frame is specified that is not less restrictive than permit requirements. See permit Part 11.4 for specific requirements.
2. Perimeter control devices must be repaired, replaced, or supplemented when nonfunctional or sediment reaches on-half the height of the device.
3. Temporary and permanent sediment basins must be drained and sediment removed when the depth of sediment collected reaches on-half storage volume
4. All sediment deposits and deltas must be removed from surface waters (including drainage ways, catch basins, and other drainage systems) and the removal areas restabilized within 7 days.
5. Permanent stormwater treatment BMPs must be inspected and maintained per NPDES CSW Permit 11.3

POLLUTION PREVENTION MANAGEMENT:

1. Solid Waste: Sediment, asphalt and concrete millings, floating debris, paper, plastic, fabric, construction and demolition debris and other wastes must be properly collected, stored, and disposed of in accordance with Minn. R.ch.7035. This includes any materials used for erosion control.
2. Hazardous and Toxic Materials: Includes, but is not limited to: Oil, gasoline, paint and any hazardous substances must be properly stored, including secondary containment, to prevent spills, leaks or other discharge. Restricted access to storage areas must be provided to prevent vandalism. Storage and disposal of hazardous waste must be in accordance with Minn.R.Ch.7045
3. External washing of trucks and other construction vehicles must be limited to a defined area of the site. Runoff must be contained and waste properly disposed of.
4. No engine degreasing is allowed on site.
5. Concrete washout onsite: All liquid and solid wastes generated by concrete washout operations must be contained in a leak-proof containment facility or impermeable liner. A compacted clay liner that does not allow washout liquids to enter ground water is considered an impermeable liner. The liquid and solid wastes must not contact the ground, and there must not be runoff from the concrete washout operations or areas. Liquid and solid wastes must be disposed of properly and in compliance with MPCA regulations. A sign must be installed adjacent to each washout facility to inform concrete equipment operators to utilize the proper facilities.
6. Building products that have the potential to leach pollutants must be under cover. (NPDES CSW Permit Part 12.2)
7. Pesticides, herbicides, insecticides, fertilizers, treatment chemicals, and landscaped materials must be under cover. (NPDES Permit Part 12.3).
8. Portable toilets must be positioned so that they are secure and will not be tipped or knocked over. Sanitary waste must be disposed of properly in accordance with Minn.R.ch.7041. (NPDES CSW Permit Part 12.6)
9. Spill Prevention and Response Requirements: Adequate supplies must be available at all times to clean up discharged materials and an appropriate method must be available for recovered spilled materials. Spills must be reported and cleaned up immediately as required by Minn. Stat. 115.061 using dry cleanup measures where possible.

FINAL STABILIZATION:

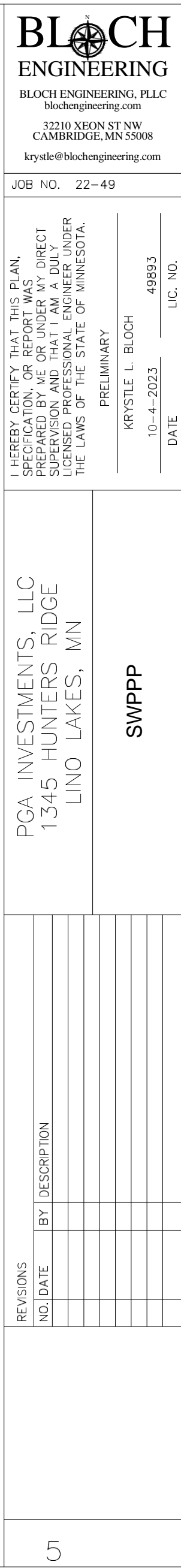
1. Permanent stabilization of exposed soils, including stockpiles, shall be initiated immediately to limit soil erosion whenever any construction activity has permanently ceased on any portion of the site and will not resume for a period exceeding 7 calendar days.
2. The permanent stormwater treatment system must be constructed, meet all requirements, and operating as designed.
3. All sediment must be removed from permanent stormwater management system and conveyance systems.
4. All temporary synthetic erosion prevention and sediment control BMPs must be removed.
5. See Landscape sheets for turf establishment.
6. Final stabilization is achieved by a uniform perennial vegetative cover with a density of 70% of expected growth over the entire pervious area.

DISCHARGE TO WETLANDS:

2. If there is a wetland impact caused by filling, draining, excavation or inundation, how has that impact been addressed by permits or other approvals from an official statewide program (U.S. Army Corps of Engineers 404 program, Minnesota Department of Natural Resources, or the State of Minnesota Wetland Conservation Act)? If the impact is considered exempted or non jurisdictional by these programs, how is the impact in conformance with the sequence mitigation requirements of MPCA water quality standards in MN Rule 7050.0186
<<http://www.revisor.leg.state.mn.us/rules/?id=7050.0186>>

MISCELLANEOUS:

1. Conventional erosion and sediment control to be used. If necessary to use chemical treatment, permittee must follow guidelines as stated in NPDES Permit Part 9.18
2. No Site assessment for groundwater or soil contamination required.





TREE PLANTING NOTES
I. TREE LOCATION SUBJECT TO CHANGE TO AVOID UTILITY CONFLICT.

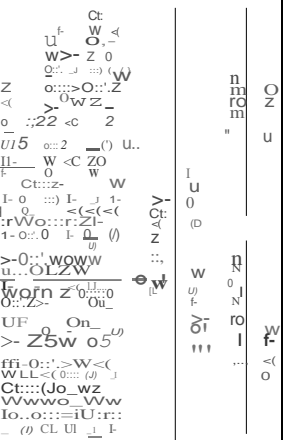
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ENGINEERING

BLOCH ENGINEERING, PLLC
blochenengineering.com

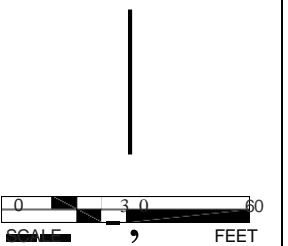
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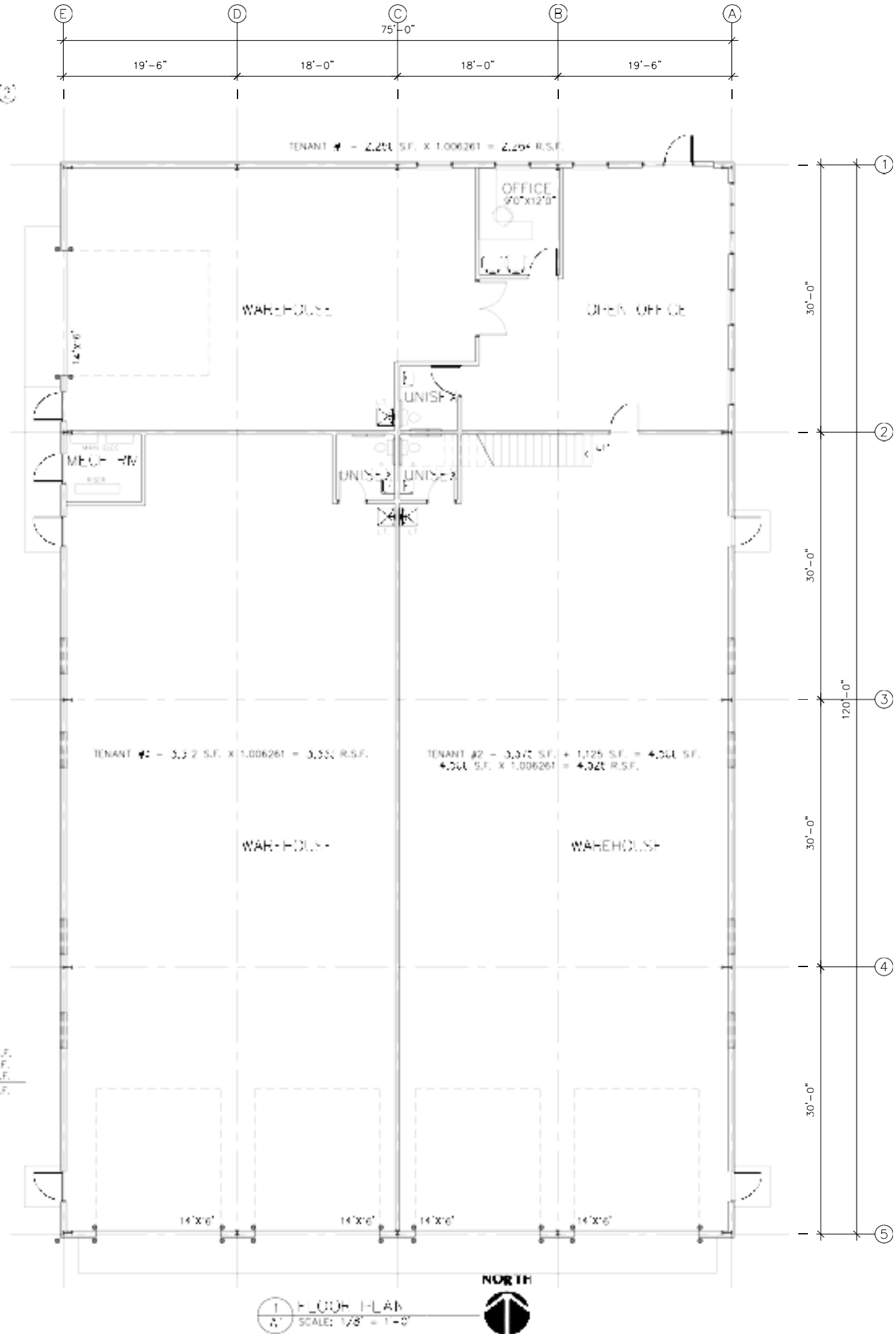
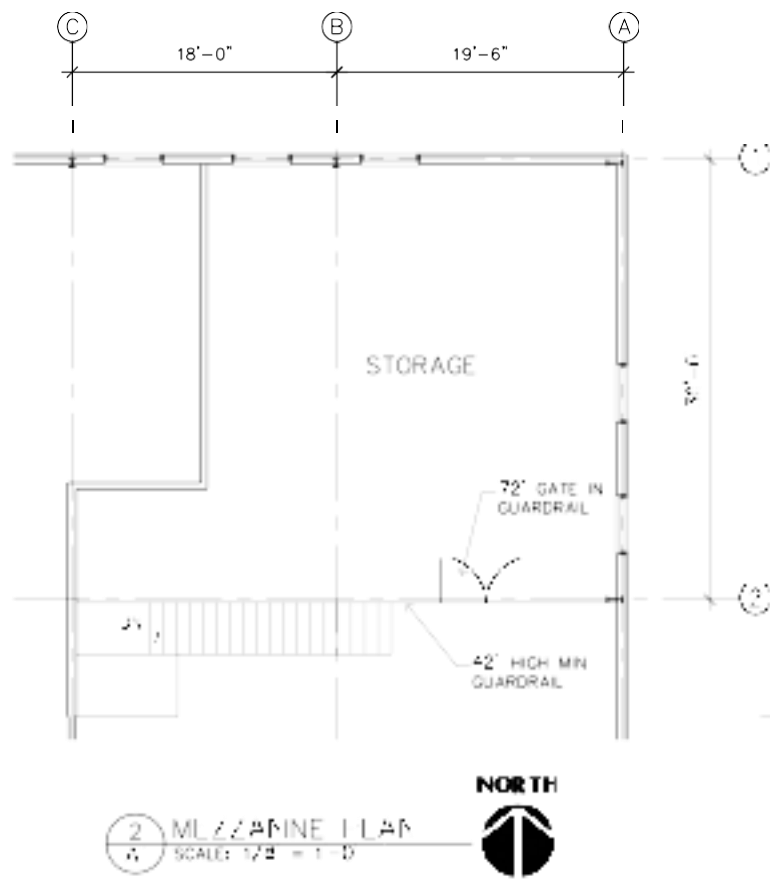
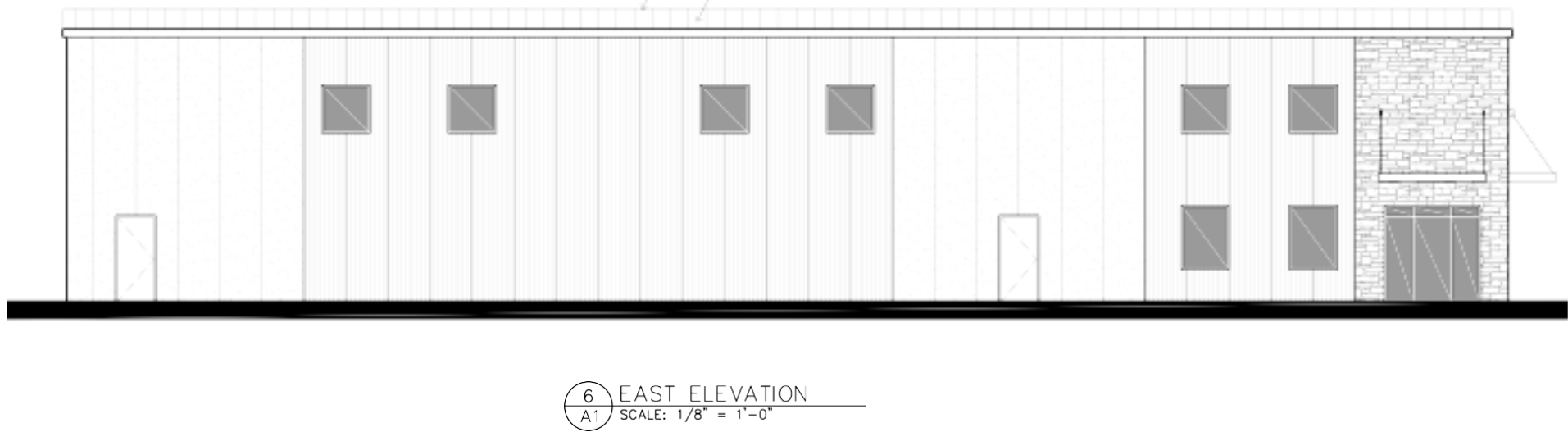
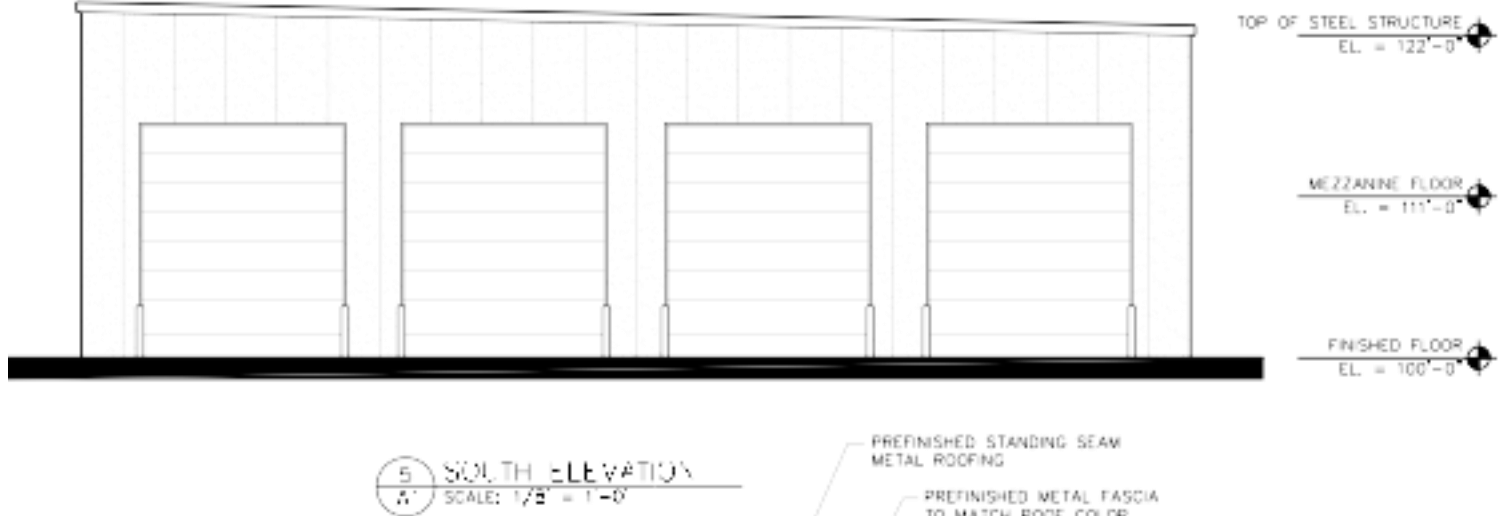
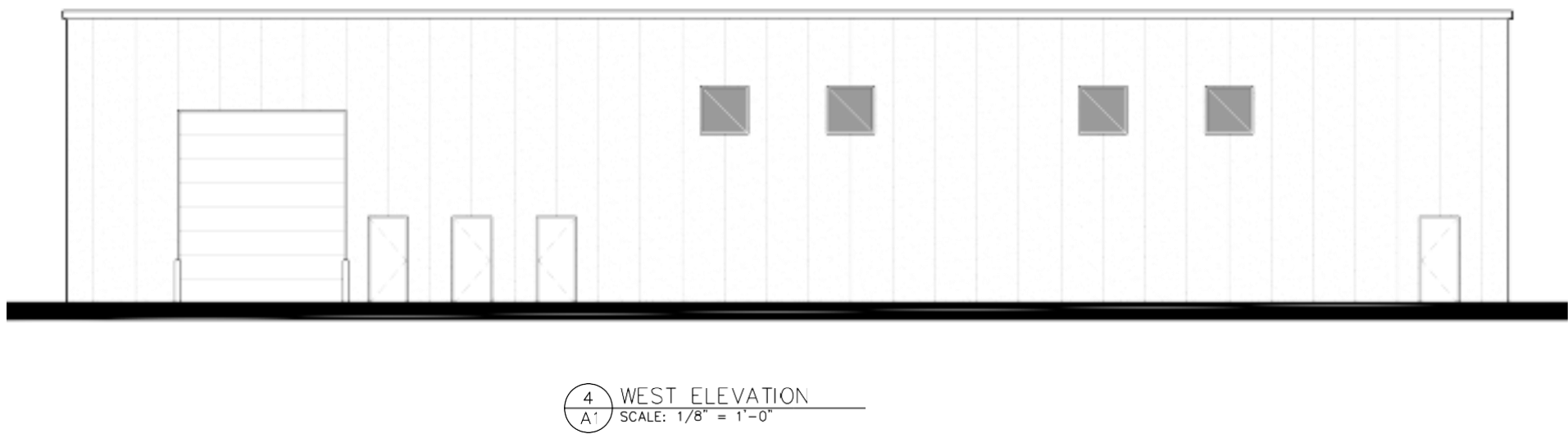
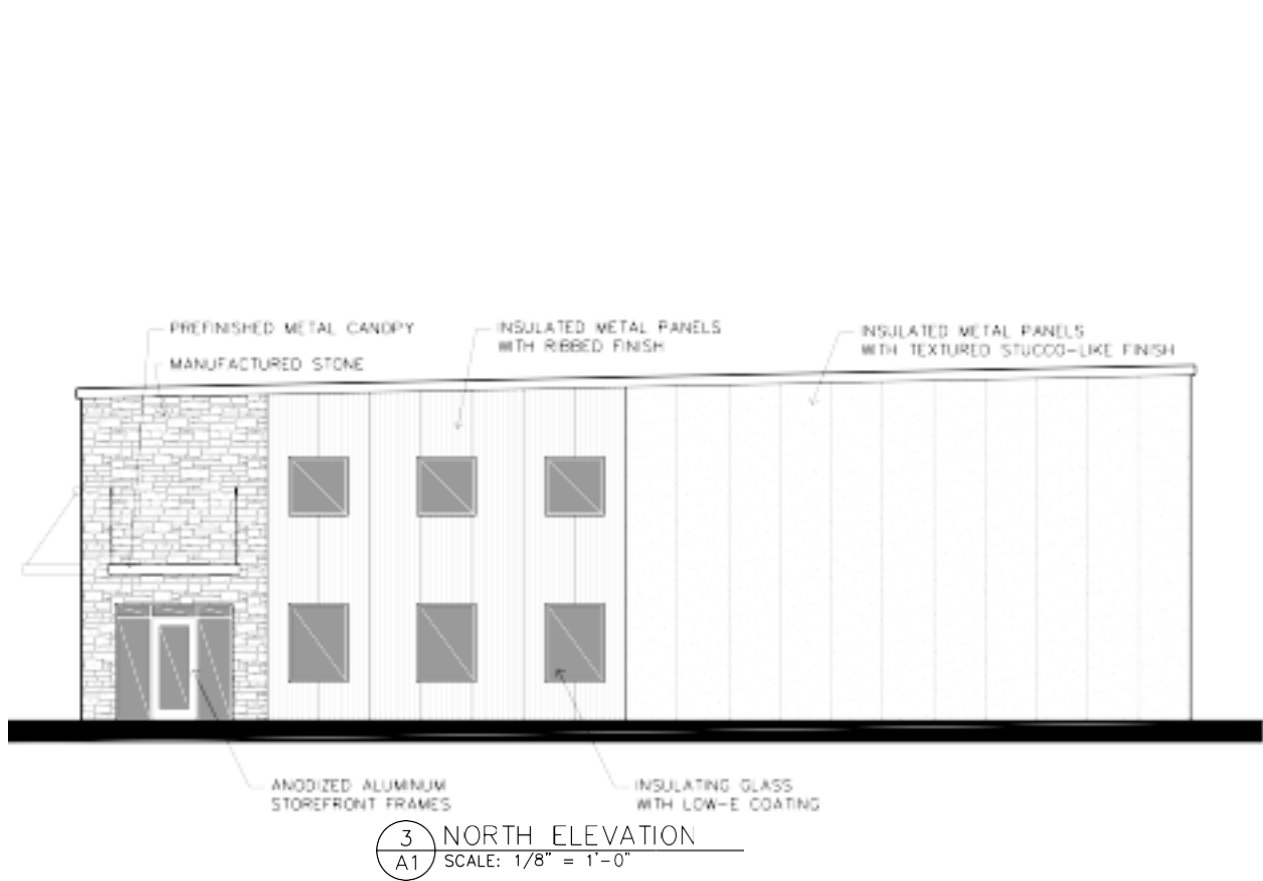
krystle@blochenengineering.com

JOB NO. 22-49



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USEABLE AREA = 5,447 S.F.
MEZZ AREA = 1,125 S.F.
MECH ROOM = 63 S.F.
GROSS AREA = 10,255 S.F.
COMMON AREA FACTOR
10,255 / 0.092 = 1.006261

L
A

LAMPERT
ARCHITECTS
420 Summit Avenue
St. Paul, MN 55102
Phone: 763.755.1211 Fax: 763.757.2849
lampert@lampert-arch.com

ARCHITECT CERTIFICATION:
I HEREBY CERTIFY THAT THIS PLAN,
SPECIFICATION OR REPORT WAS
PREPARED BY ME OR UNDER MY DIRECT
SUPERVISION AND THAT I AM A DULY
LICENSED ARCHITECT UNDER THE
LAWS OF THE STATE OF MINNESOTA.

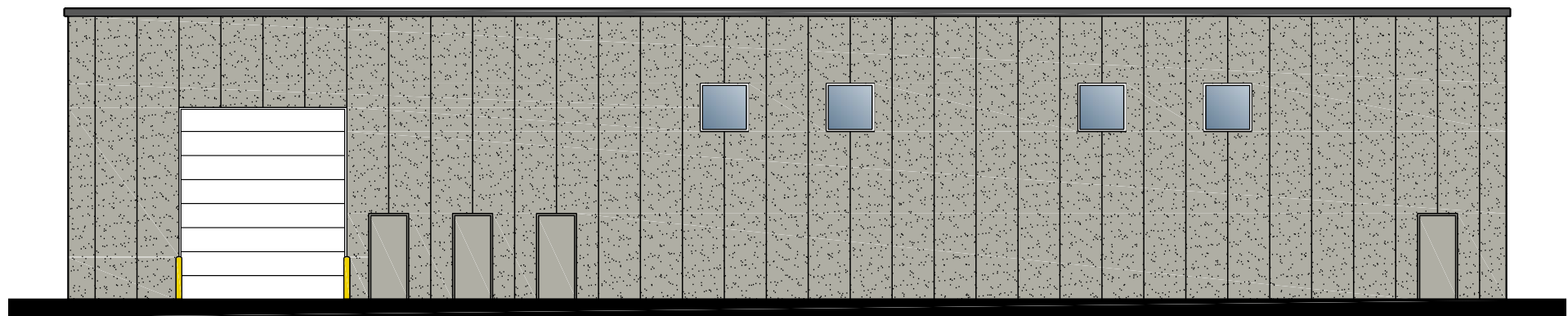
PRELIMINARY
NOT FOR
CONSTRUCTION

SIGNATURE
LEONARD LAMPERT
PRINT
LEONARD LAMPERT
13669
LICENSE
DATE

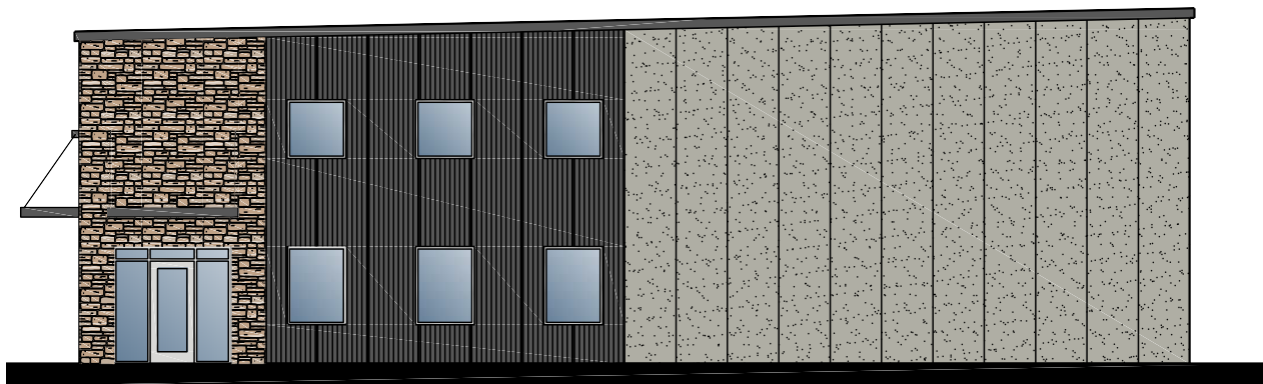
PGA INVESTMENTS
BUILDING #1
Lino Lakes, Minnesota

Copyright 2023 Leonard Lampert Architects Inc.	
Project Designer: JAMES B	
Drawn By: JRB	
Checked By: LL	
Revisions	
4/4/23	PRELIMINARY
5/3/23	CITY SUBMITTAL

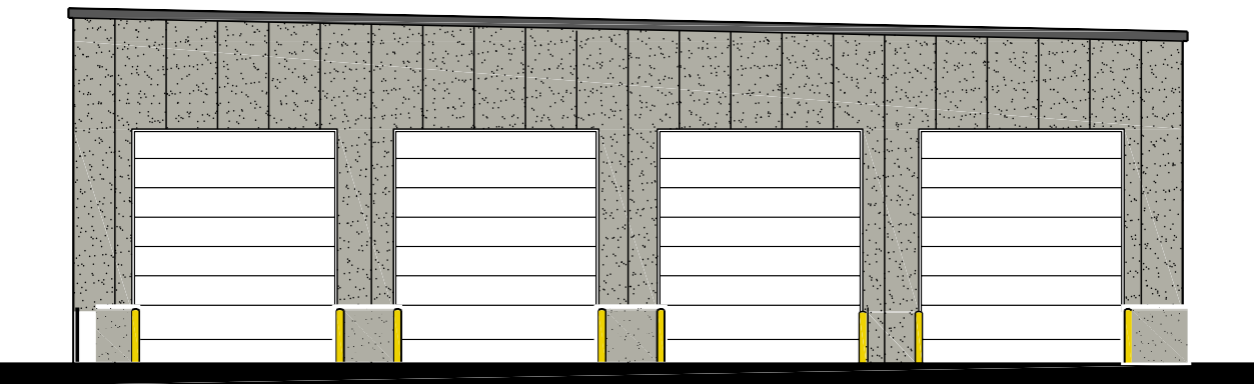
FLOOR PLAN
Sheet Number



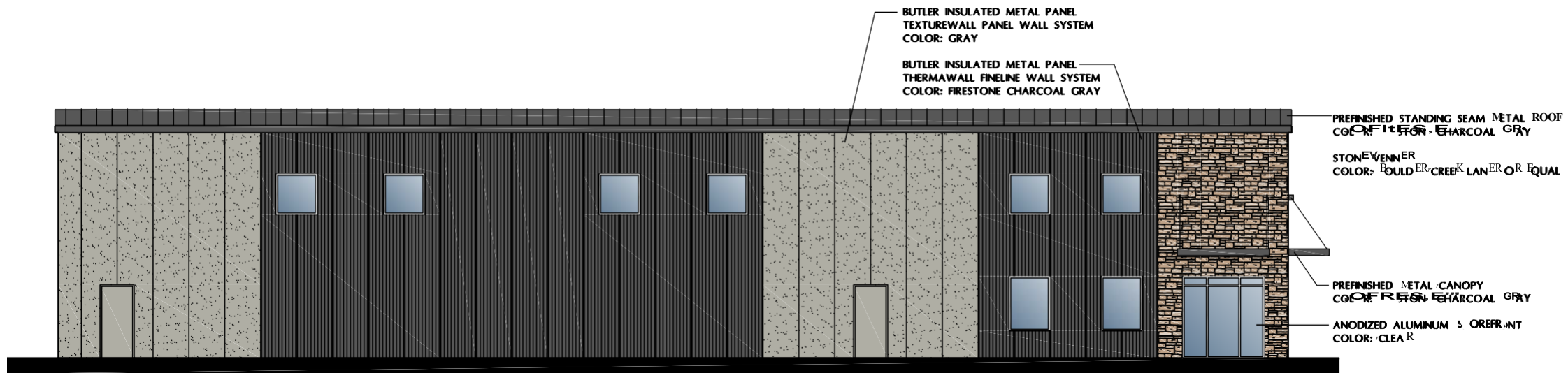
WEST ELEVATION



NORTH ELEVATION



SOUTH ELEVATION



EAST ELEVATION

PGA INVESTMENTS

Lino Lakes, Minnesota





**CITY OF FOREST LAKE
WASHINGTON COUNTY, MINNESOTA**

RESOLUTION NO. 11-08-23-01

**A RESOLUTION APPROVING SITE PLANS FOR THE DEVELOPMENT OF AN
INDUSTRIAL OFFICE-WAREHOUSE COMPLEX ON THE VACANT PROPERTY
LOCATED ON THE SOUTHWEST CORNER OF HIGHWAY 97 AND FOREST ROAD
NORTH**

WHEREAS, Peter Olson, (“Applicant”), representing PGA Investments, LLC, owners of the property located at the southwest corner of Highway 97 and Forest Road North, located in the City of Forest Lake, Washington, County, Minnesota with PID 20.032.21.12.0011 (“Property”); and

WHEREAS, the legal description of the Property is detailed on **Exhibit A** attached hereto; and

WHEREAS, the Applicant submitted an application and project plans to the City of Forest Lake on October 7, 2023, for site plan review for the development of an industrial office-warehouse facility on the Property; and

WHEREAS, the requested improvements to the site include the construction of a new office-warehouse building, associated parking and storm water facilities as shown in the plans dated October 4, 2023; and

WHEREAS, Staff recommended approval of the site plan review request as further articulated in the City Staff Report dated November 8, 2023, for the November 8, 2023 Planning Commission meeting, attached hereto and incorporated by reference herein as “Staff Report” for the following reasons:

1. The proposed use and site plan are consistent with the City’s adopted 2040 Comprehensive Plan.
2. The proposed land use and the proposed site improvements will be consistent with the City’s adopted zoning ordinance provided the applicant revises the project plans to meet the requirements of the City Engineer, the Watershed District and MnDOT. The City will require any future site improvements to meet the standards of the zoning code.
3. The proposed improvements will alter the natural state of a portion of the property. The proposed development was designed to minimize tree loss and grading and the owner/applicant will be installing a storm water management system that meets current City and Watershed District standards.
4. The site plan is consistent with City requirements for building placement, architectural details, circulation, yard areas, lighting, and the like.

5. City staff does not expect neighboring properties to be adversely impacted by the proposed improvements and they should be adequately protected by the proposed use and site plan with the required screening, landscaping and conditions of approval.

WHEREAS, the Forest Lake Planning Commission (Planning Commission) considered the request at its November 8, 2023 meeting, and reviewed the staff report; and

WHEREAS, the Forest Lake Planning Commission has determined the City should conditionally approve the proposed Site Plan Review to permit the site improvements as described herein and in the Staff Report.

NOW THEREFORE BE IT RESOLVED THAT the Planning Commission of the City of Forest Lake hereby approves the Site Plan Review for the Property as described herein with the following conditions:

1. The final plans shall conform to those reviewed and conditionally approved as part of this case Number PZ 23-1223, except as may be modified by the conditions of approval here:

a.	Site and Grading Plan	Sheet 1,	Dated October 4,
	2023		
b.	Site and Grading Plan Details	Sheet 2,	Dated October 4,
	2023		
c.	Stormwater Pollution Prevention Plan	Sheet 3,	Dated October 4,
	2023		
d.	Stormwater Pollution Prevention Plan (2)	Sheet 4,	Dated October 4,
	2023		
e.	Landscape Plan		Dated October 4,
	2023		
f.	Drainage Report		Dated August 2,
	2023		
g.	Lighting Plan		Dated September 5,
	2023		
h.	Building Floor Plans	Sheet, A-1	
i.	Proposed Building Elevations		
2. Any requirements related to the review of the site development and improvements, as previously identified by the City ([including the City Engineer (as noted in his review memo dated October 13, 2023), Public Works Director, and Fire Chief], MnDOT or the Watershed District must be satisfied before the construction and development of this project.
3. This approval does not include any City-approvals for the future Phase Two of the project including adding another building with improved parking areas to the property.

4. The applicant or owner shall receive all permits from the City, MnDOT and the Rice Creek Watershed before starting any demolition, tree removal, grading or construction activity.
5. The City Attorney shall prepare an improvement agreement for the project that shall be fully executed by the City and the Applicant including all required financials and charges. The agreement shall include all required financials and charges including, but not limited to:
 - Letter of Credit for the cost of the design and installation of the proposed and required improvements and landscaping.
 - Water System Trunk Area Charges (WTAC), Sanitary Sewer Trunk Area Charges (SSTAC), Stormwater Trunk Area Charges (STAC) (Collected at the time of the Improvement Agreement).
 - Metropolitan Council SAC Fee, City Water Availability Charge Fee, City Core Sewer Fee, (Collected at the time of Building Permit issuance).

This agreement shall be completed and recorded at Washington County before the applicant or contractor starts any grading or construction activity on the site.

6. All required City financial guarantees shall be submitted and approved by the City before the contractor starts any demolition, tree removal, grading or construction activity on site.
7. In the event the applicant desires to install a driveway or start grading of the site prior to final plan approval by the City, Watershed District and MnDOT, the applicant shall enter into an access and/or grading agreement with the City. All required City financial guarantees shall be submitted prior to ground disturbance.
8. The City shall not determine the Project to be complete until the City has received payment from the Applicant or Developer for all outstanding invoices related to the project.
9. If the City deems it necessary, the City and the property owner shall enter into easement, maintenance and access agreements for the existing and new drainage and utility easements and for providing access to the City to enter and cross the property for maintenance purposes. These agreements and easements shall be recorded against the property at Washington County and proof of recording shall be submitted to the City before the commencement of any site work.
10. The building materials for the dumpster enclosure and gate shall be quality materials consistent with the style and colors of the principal structure. The gates of the enclosure shall be constructed with solid materials such as cedar planks and not with chain-link fencing.
11. Any information needed to confirm the use meets proper licensure, health, safety or building code requirements must be furnished to the City upon request.
12. All construction activity and material storage shall be contained on site. There shall be no construction staging, parking or material storage on Forest Road.
13. The applicant shall revise the project plans for City approval before the City issues any permits for this project and before starting construction. The revised plans shall show the following:

- a. Roof-top equipment and the proposed screening to ensure any roof-top units are not visible from Forest Boulevard or from Highway 97.
 - b. Any proposed fences shall not be located within a flowage easement.
 - c. Any exterior lighting shall meet the City's standards for exterior lighting in the I zoning district including not exceeding 0.4-foot candles at any property line.
 - d. The height of any the freestanding lighting poles shall not exceed 25 feet.
 - e. All exterior light fixtures shall be downlit and/or shielded to prevent glare.
 - f. A landscape plan for the development that best fits the intent of the City landscaping requirements while not negatively impacting the needs and requirements of MnDOT or the Watershed District.
 - g. Tree planting and landscaping that is out of the existing and new drainage and utility easements and away from locations that would interfere or conflict with underground utilities.
 - h. Irrigation in the landscape areas that will need irrigation to help ensure the plantings will survive and thrive.
 - i. The five-foot-wide concrete sidewalk along the building shall meet Americans with Disabilities (ADA) standards. The sidewalk shall be wide enough to ensure vehicles parking adjacent to it do not overhang the sidewalk in a manner that could obstruct pedestrians from using the sidewalk.
 - j. Any changes required by MnDOT to ensure the proposed project grading and improvements associated with this development are outside the construction limits and future highway right-of-way so they will not conflict with the grading and drainage needs of the Highway 97 reconstruction project.
14. The applicant or contractor shall hold a preconstruction meeting before starting any construction or grading activity on the site. The applicant or owner shall invite representatives from the City, the Watershed District, MnDOT and the private utility companies as noted on the project plans to this meeting.
 15. The Fire Chief shall approve the location for the required fire hydrant on the site.
 16. The owner/applicant shall provide the Fire Department access to the site through the gate with whatever means may be required by the Forest Lake Fire Chief.
 17. Any future significant alterations to the site as determined *Major* or *Minor* under City Code Section 153.038 by the City will require the Applicant or Owner to obtain City approval of an amendment of this Site Plan approval and possibly City approval of a variance or a Planned Unit Development (PUD).
 18. Failure to adhere to any of the conditions listed herein shall be deemed a public nuisance.

**A RESOLUTION APPROVING SITE PLANS FOR THE DEVELOPMENT OF AN
INDUSTRIAL OFFICE-WAREHOUSE COMPLEX ON THE VACANT PROPERTY
LOCATED ON THE SOUTHWEST CORNER OF HIGHWAY 97 AND FOREST ROAD
NORTH**

This resolution is adopted by the Planning Commission of the City of Forest Lake this 8th day of November, 2023.

Paul Girard, Planning Commission Chair

Attest:

Patrick G. Casey, City Clerk

RESOLUTION NO. 11-08-23-01

EXHIBIT A

Legal Description of Subject Property

Parcel A: (PGA Investments Development Site – West side of Forest Road)

That part of the Southwest Quarter of the Southeast Quarter of Section 17, Township 32, Range 21, lying Southerly of the Southerly right-of-way line of State Highway No. 97 (formerly known as State Highway No. 63 and as U.S. Highway No. 8), and lying Westerly of Forest Road North, Washington County, Minnesota.

That part of the North 615 feet of the West Half of the Northeast Quarter of Section 20, Township 32, Range 21, lying Westerly of Forest Road North, Washington County, Minnesota, excepting therefrom the following parcel:

That part of the North 615 feet of the West Half of the Northeast Quarter of Section 20, Township 32, Range 21, Washington County, Minnesota, lying Westerly of the West line of Forest Road North and its Southerly extension as described in Document No. 817878 and lying Southerly of a line described as commencing at the Southwest corner of said North 615 feet; thence Northerly along the West line of said West Half of the Northeast Quarter 369.20 feet to the point of beginning of the line to be described; thence Easterly deflecting to the right 92 degrees 53 minutes 20 seconds 616.70 feet to the West line of said Forest Road and there terminating.

PID – 20.032.21.12.0011