

BAYPORT PLANNING COMMISSION

January 16, 2007

6:00 p.m.

**Bayport City Hall – Council Chambers
294 North 3rd Street**

A. CALL TO ORDER

B. SWEARING IN OF NEW MEMBER JUDITH SEEBERGER

C. ELECTION OF CHAIRPERSON

D. ELECTION OF VICE CHAIRPERSON

E. APPROVAL OF MINUTES

- **December 18, 2006 regular meeting**

F. PUBLIC HEARINGS

- **Consider Application 2007-01 for a comprehensive plan amendment, rezoning, development stage PUD, and preliminary plat for the residential development “Hidden Shores”, contingent upon annexation from Baytown Township**

G. OLD BUSINESS

H. NEW BUSINESS

- **Consider approval of 2007 application due dates and meeting calendar**

I. GENERAL INFORMATION

- **Planning Commission vacancy**

J. OPEN FORUM

K. ADJOURNMENT

**CITY OF BAYPORT
PLANNING COMMISSION MEETING MINUTES
CITY COUNCIL CHAMBERS
DECEMBER 18, 2006
6:00 P.M.**

CALL TO ORDER

Pursuant to due call and notice thereof, Vice Chairperson Kraftson called the regular Bayport Planning Commission meeting of December 18, 2006, to order at 6:00 p.m.

ROLL CALL

Commissioners Present: Commissioners Lois Bjorlie, Torry Kraftson, Tom Mabie, and Ron Wolfe

Commissioners Absent: Chairperson Jennifer Schneider

City Staff Present: Administrator Mike McGuire, Administrative Assistant/Planner Sara Taylor, City Council Liaison Sharon Ridgway, and Engineer Barry Peters

APPROVAL OF MINUTES

It was moved by *Commissioner Mabie* and seconded by *Commissioner Bjorlie* to approve the July 17, 2006 meeting minutes. Motion carried.

PUBLIC HEARINGS

Consider Application 2006-05 for variances to build a new single-family home and attached garage on the vacant lot located at the intersection of 1st Avenue North and 5th Street North and continue the public hearing to the January 8, 2007 City Council meeting: Administrative Assistant/Planner Sara Taylor stated the newspaper failed to publish the public hearing notice as requested and that public comments would also be taken at the January 8, 2007 City Council meeting to comply with state statutes. Planner Taylor stated that applicant Mark Ostertag had requested three variances to build a 28 x 39 foot single-family home, with a 26 x 31 foot attached garage, on a vacant corner lot measuring approximately 50 feet x 140 feet. The variances were reviewed:

1. Applicant requested a variance of 8.5 feet for the house to allow for an 11.5 foot setback. City code requires a 20 foot setback for a corner lot. Staff feels the variance is appropriate because there are 26 to 28 foot wide homes on other 50 foot lots in the community, plus the house location would not interfere with traffic visibility at the intersection. Additionally, the boulevard area would allow a green buffer area similar to adjacent lots. Staff recommended approval of the variance request.
2. Applicant requested a variance of 6.5 feet for the attached garage to allow for a 13.5 foot setback. Planner Taylor explained that city code requires a 20 foot setback from the public right-of-way to ensure adequate off-street parking in front of garages. Staff feels there are other reasonable options available to the applicant and that granting the variance would set a precedent for future requests. Planner Taylor reviewed six staff alternates to situate a garage on the property that would not require a variance. Staff does not recommend approval of the variance as there are several reasonable options that meet city code. Staff recommended approval of one of the examples presented or an alternate provided by the applicant that would meet the requirements of city code.

3. Applicant requested a 2% variance to allow excess impervious coverage for the over-sized two car attached garage. City code allows accessory structures to cover a maximum of 10% of the total lot. Because the applicant has several options to construct a reasonably sized two car garage on the lot without a variance, staff does not recommend approval.

Applicant Mark Ostertag reviewed his proposal to build a split entry home, with an attached garage, on the vacant lot he owns. He shared examples of similar homes and garage access driveways in Bayport, stating his proposal is not unique to the community. He noted there is a large area of green space from the edge of the pavement to the property line, and should the city vacate 8.5 feet of the city right-of-way, he would not need any variances. He responded to written comments from resident Tim MacDonald, noting he does not intend to run a side business out of his home. He stated the city advised him to apply for a variance instead of a street vacation, as the previous property owner had inquired about a street vacation for a different project, that neighboring property owners were opposed to. He noted he has a petition signed by 47 residents within two blocks of the property in favor of his project.

The Planning Commission reviewed and summarized the letters that were received from the public. Tim and Kris Scheel, 104 North 5th Street, Sandra Potter, 110 South 4th Street, and Deb Staloch, 223 South 5th Street submitted letters in support of the applicant's proposal. Tim MacDonald, 198 North 4th Street, submitted a letter stating several concerns with the project. Commissioner Schneider's written comments were recapped, including her recommended conditions of approval.

Discussion followed on the city's street vacation policy. Engineer Peters noted there is a storm sewer from 5th Street that runs into a drainage ditch approximately 10 feet inside the right-of-way, which was a factor in denying the street vacation request from the previous owner.

Joe Ritzer, 171 North 5th Street, stated he is not totally opposed to a split level home, although he does not think it is a prevalent style in Bayport, especially in the subject neighborhood. The applicant has agreed to install windows in the back of the garage to break up the building and make it more attractive from the Ritzer's property. Mr. Ritzer was impressed with garage options presented by staff. He stated he is in favor of the applicant building a house on the lot; however, he would prefer a detached garage.

Mary Ostertag, applicant's mother, 173 South 5th Street, stated she was in favor of allowing the over-sized garage to allow for inside storage of miscellaneous items and the several vehicles that the applicant owns. She noted that her son takes pride in caring for his property. She spoke in favor of an attached garage, noting this is the current style.

It was moved by Commissioner Bjorlie and seconded by Commissioner Wolfe to continue the public hearing to the January 8, 2007 City Council meeting to comply with the public notification process required by Minnesota Statutes. Motion carried.

Commissioner Bjorlie stated she was impressed with the applicant's presentation and was in favor of the house variance; however, she believed the applicant has options for building a garage without the need for a variance. Commissioner Wolfe stated he was in favor of the house variance and also had reservations about the garage variances. Commissioner Kraftson agreed that the house variance was appropriate and had no issue with the attached garage and driveway in the proposed location. He expressed concern with exceeding the 10% maximum lot coverage for the garage but understands the applicant's desire for storage space. He stated a 60-foot right-of-way is common

today and that the 73-foot right-of-way is a hardship to the applicant. Commissioner Mabie spoke in favor of the variances.

It was moved by Commissioner Mabie and seconded by Commissioner Bjorlie to recommend to the City Council to approve an 8.5 foot variance to allow construction of a new 28 x 39 foot single-family home, at a setback of 11.5 feet, at the vacant lot located at Lot 1, Block 62 in Bayport.

Findings of fact were the Planning Commission felt that requiring a 20 foot wide house on a 50 foot lot was not a reasonable use of the property. Motion carried.

It was moved by Commissioner Kraftson and seconded by Commissioner Mabie to recommend to the City Council to approve a 6.5 foot variance to allow construction of a new attached 26 x 31 foot garage, at a setback of 13.5 feet, and a 2% variance to allow the impervious coverage of the garage at 12%, at the vacant lot located at Lot 1, Block 62 in Bayport.

Findings of fact were based on a 2 ½ stall garage being a reasonable use for the lot now and in the future, a 50 foot lot with a 73 foot right-of-way being reasonable to allow the 13.5 foot setback variance, the 41 foot driveway being reasonable to provide adequate room from the street, and applicant's willingness to work with his neighbors to produce an attractive home. Motion carried 3-1, with Commissioner Bjorlie opposed.

OLD BUSINESS – None

NEW BUSINESS

Set January meeting date: An alternate date for the January 2007 Planning Commission meeting is needed due to the next scheduled meeting date falling on a holiday.

It was moved by Commissioner Mabie and seconded by Commissioner Wolfe to set the January meeting date of the Planning Commission for Tuesday, January 16, 2007, at 6:00 p.m. Motion carried.

GENERAL INFORMATION

1. Torry Kraftson was thanked for his 2 ½ years of service on the Planning Commission and congratulated on his election to the City Council.
2. The City Council will be asked to appoint Judith Seeberger to the Planning Commission at their meeting on January 8, 2007.

OPEN FORUM – None

ADJOURN

It was moved by Commissioner Mabie and seconded by Commissioner Wolfe to adjourn the meeting at 7:10 p.m. Motion carried.



MEMORANDUM

TO: Bayport Planning Commission

FROM: Michael Darrow

DATE: January 5, 2007

RE: Bayport: Hidden Shores Development
SEH No. A-BAYPO0703.00

BACKGROUND

Lynskey and Clark Companies have submitted an application for the development of 30 two-family homes on 60 lots herein referred to as Hidden Shores. The total site area is 26.76 acres for a gross density of 2.2 units per acre. Conceptual plans were received and presented to the City Council in the fall of 2006. The site area is currently located within Baytown Township and therefore an orderly annexation agreement is required. On Monday, September 18, 2006 the Baytown Town Board gave preliminary approval to an annexation agreement. In December of 2006, the Bayport City Council formally approved an annexation agreement, subject to approval of all development applications pertaining to the Hidden Shores development.

The site area is located west of Barkers Alps Park, south of 5th Avenue North and east of Stagecoach Trail North. Access to the property is gained from Stagecoach Trail North at 47th Street North. In addition to the development of 60 lots, the developer is also proposing to construct a man-made pond to be utilized as the central amenity of the development.

Applications Required

Consideration of the development proposal involves the following applications:

1. *Comprehensive Plan* amendment to guide the subject site as mixed density residential.
2. Zoning request to allow for a base zoning of R-PUD.
3. *General Development Stage PUD/CUP* to allow for Mixed Density Residential. A CUP is necessary to allow for the development of Townhomes.
4. Preliminary Plat approval for the establishment of 60 platted lots within the subject site.

Review Period

The application was deemed complete on December 18, 2006. According to State Statute 15.99, the city must render a decision on the application within 60 days, unless it is determined that an additional 60 days is required. Based upon the date of the application, the 60 day review period for rendering a decision is Friday, February 16, 2007.

ANALYSIS

Comprehensive Plan. A comprehensive plan amendment is required in order to allow the newly annexed land to be guided for residential uses. According to State Statutes, the City of Bayport may orderly annex the part or parts of the designated unincorporated area according to the sequencing plan and conditions contained in the negotiated orderly annexation agreement by submitting a resolution to the Municipal Boundary Adjustments.

Amending the city's Comprehensive Plan is a policy decision to be determined by the Planning Commission and City Council. The city, in considering an amendment to the Comprehensive Plan will need to determine if mixed-density residential land uses are appropriate for this area. Based upon the city's forecasted population growth and current housing needs, the City of Bayport may need to incorporate land to accommodate said growth.

Zoning. The zoning classification proposed for the site is R-PUD. This designation is a separate zoning district within the City of Bayport. A PUD zoning designation is intended to create a more desirable and creative environment than might be possible through the strict application of the city's zoning and subdivision regulations. In exchange for flexibility from strict zoning standards, the developer will be required to develop a site that allows for larger amounts of open space, higher design standards, upgrades to city facilities and other components as determined by the City Council and Planning Commission.

According to Section 508.11 of the Zoning Ordinance, in granting or recommending any zoning request, the Planning Commission and City Council shall find that the proposed development conforms substantially to the policies, goals and standards of the Comprehensive Plan. As a condition of approval of the zoning request, a PUD agreement will be required which will outline the permitted uses, setbacks, lot layout and development guidelines for the subject site area.

Preliminary Plat

Existing Conditions. The site is currently used for rural uses consistent with Baytown Township Rural Residential standards. As part of the development request, the demolition of the existing house, garage, shed and retaining walls as well as the abandonment of existing wells shall occur.

Lot Layout. The overall lot layout is compact with the majority of lots having frontage to the proposed pond in the center of the development. The developer is proposing a walkable neighborhood with trail connections and sidewalks throughout the development.

Twin Homes. The developer is proposing a twin home design with common walls separating each adjoining twin home. Either paved patios or framed decks are envisioned for the homes. The ponds edge will be protected by a natural boulder edge, or equal. As a condition of approval, the developer will be required to provide a list of proposed building materials, colors and styles for the proposed twin homes.

The overall design within the development is designed with garages being the predominant front feature. The garages that are proposed by the developer are small, most of which are 400 square feet. The average full sized SUV is measured at 18'3" so maneuverability within the garages will be compromised. This limited size will not allow people to store boats, rv's or additional cars parked within the site. Garages will not be allowed to be expanded and our office would recommend that conditions exist as part of the PUD agreement that prohibits the outdoor storage of boats, rv's and other uses.

The developer is also proposing docks for the twin homes having frontage onto the pond. Dock supports will float and/or rest on wheels and/or pads, with protective masonry bases over the membrane and protective layer of sand. The use of wind powered or human-powered water crafts and battery powered craft are anticipated.

Setbacks and Lot Area. The developer is proposing the following setbacks and lot area for the project:

Lot Area	R-2 Standards	Proposed
Lot Area	6,000 square feet	7,250 square feet
Floor Area Per Dwelling Unit	800 square feet	880 square feet
Front Yard Width	75 feet	40 feet / 40 feet
Lot Depth	130 feet	94 feet
Maximum Lot Coverage	35%	25%
Building Height	35 feet	Unknown
Front Yard	20 feet	24 feet
Rear Yard	30 feet	20 feet
Side Yard (From Street)	20 feet	26 feet
Side Yard (Interior Lot Line)	10 feet	6+ feet with 20 foot building separation

As part of the PUD, the developer is seeking flexibility from the lot depth, rear yard and side yard setbacks. Decks are also shown on all of the lots with frontage to the pond. Fencing is also proposed to be placed along each property line. As a condition of approval, the developer will be required to provide illustrations of all fencing proposed within the subject site.

Access / Streets. Access to the site is proposed off of Stagecoach Trail. The developer will be required to gain access approval from Washington County and prior to final plat approval. As a condition of approval, developer will also be required to receive approval from Washington County, City Engineer and from the Bayport Fire Department for the construction of the roundabout at the site's entrance.

The applicant is proposing 40 feet of right-of-way throughout the site. The roadway width is 28 feet with 20 feet roadway width proposed for the roundabout and two one-way sections along the southern portion of the development. According to the Zoning Ordinance, urban streets require 50 feet of right-of-way. For comparison, the Inspiration Development was approved with 50 feet of ROW and a 24-26 feet of roadway width. Our office recommends that all streets be platted with 50 feet of ROW.

Guest Parking. There are currently no guest parking stalls identified within the site. As a requirement of approval, our office recommends a minimum of eight (8) off-street guest parking stalls to accommodate guest parking throughout the site.

Sidewalks and Trails. The applicant is proposing sidewalks and trails throughout the development. The trail system is proposed to extend into Barkers Alps which would link into the city wide trail plan. As a condition of approval, the trail shall be widened to ten (10) feet and must be constructed prior to the issuance of a building permit for the site. An easement will be required over all trails within the site.

Park Dedication. Section 8 of the Subdivision Ordinance outlines the city's policies regarding the dedication to be held for public use. Section 8-1.2 of the Ordinance further states that as a general rule it is reasonable to require the dedication of 10% of the land in the proposed subdivision. The land dedicated pursuant to this section shall be in addition to property dedicated for streets, alleys, trails, wetlands, easements or public right-of-ways.

The developer is proposing to dedicate roughly 6+ acres of land in the eastern boundary of the site for passive park purposes. The proposed area would be an extension to the Barkers Alps Park area. This area is heavily wooded and slopes roughly 40 feet to the east. Park land and cash in lieu of land shall be negotiated with staff and presented during the City Council meeting. The development will also be subject to park fees as allowed under the ordinance in a fashion similar to the Inspiration park dedication requirement.

Landscaping Plan. As a condition of approval, the developer will be required to provide a revised landscaping plan that outlines the specific quantities of each of the proposed plantings. A separate plan will be required for the area adjacent to the proposed monument sign (at the entrance to the site) as well as the roundabout area. All common areas will be required to be irrigated.

Grading / Drainage / Easement / Utility Plans. The City Engineer has prepared a review of the grading, drainage and utility plan. The development shall be subject to the review and conditions outlined within his memorandum dated December 27, 2006. Additionally, the developer will be required to certify the holding capacity and water level within the pond. This certification shall be made by a registered and certified engineer at the developer's expense.

Wetlands. There is one wetland located at the far eastern side of the site (adjacent to Barkers Alps). The 26,283 square foot wetland is not expected to be impacted by the development. However, the development will require approval from Washington County Soil and Water.

Building Elevations. As a condition of approval, the developer will be required to provide a list of proposed building materials, colors and styles for the proposed twin homes. Staff recommends that prior to final plat approval, the developer present to the Planning Commission the desired building designs of the site.

Homeowners Association. A homeowners association must be established to oversee maintenance of common open spaces, outlots, landscaping, area identification signs, maintenance of the pond and common areas. Documents establishing the homeowners association must be submitted for review and approval of the City Attorney and City Administrator prior to final plat approval. The homeowners association rules and bylaws shall be filed against the property with the Washington County Recorders Office prior to any occupancy permit for the property.

Developers Agreement. A development agreement must be established to ensure that the applicant will be responsible for all costs associated with the project, SAC/WAC charges, upgrades to park facilities, dedication requirements and park fees, that the construction schedule is documented pertaining to each phase and that all securities appropriate to the development are documented. The City Attorney shall prepare the development agreement at the cost of the developer. The development agreement must also establish the terms and conditions of the PUD District.

PUD Agreement. The PUD agreement must include all architectural standards and designs of all residential units prior to preliminary plat approval. The PUD Development Agreement will be prepared by the City Attorney, at the cost of the developer.

CONCLUSION

Comprehensive Plan

The developer is *requesting* a Comprehensive Plan amendment to allow for Mixed Density Residential land uses. The Comprehensive Plan amendment is necessary if the land is annexed into the City of Bayport. Amending the Comprehensive Plan is a policy decision to be made by the City of Bayport and requires a 4/5ths vote by the City Council. After amending the plan, the city will be required to send the plan to the Metropolitan Council as well as *adjoining municipalities* for review and approval.

Zoning

If the Planning Commission and City Council approve the *Comprehensive Plan* amendment, the proposed zoning amendment to R-PUD *may be considered*. The determination regarding zoning amendments is a *policy decision* to be recommended by the Planning Commission and formally approved by the City Council. If the Comprehensive Plan is approved to guide the site for residential uses, an R-PUD zoning classification *may be appropriate* as it would allow flexibility in residential design. A *zoning amendment* requires 3/5ths vote by the City Council in order to *proceed to the Preliminary Plat and General Development Stage PUD*.

Preliminary Plat and PUD/CUP

Our office has reviewed the proposed Preliminary Plat and PUD/CUP. The PUD will allow only those uses to be developed within the site as determined by the City Council. The Planning Commission in reviewing the Preliminary Plat has the following options pertaining to this application.

Motion A. Approval of the Preliminary Plat, General Development Stage. *If the Planning Commission recommends and the City Council approves the Preliminary Plat and PUD, our office recommends that approval be based upon the following conditions:*

Existing Conditions.

- The removal of all existing structures *within the site shall* be subject to the review and approval of the *Building Official and City Planner*.

Twin Homes.

- Housing styles and building elevations *shall be subject to the review and approval of the city*.
- Only twin home units shall be permitted *within the site*. Any alterations to this requirement shall require an amendment to the PUD.

Streets.

- Access to the site shall require the review and approval of Washington County.
- All streets shall be platted with (50) feet of street right-of-way.

- The roundabout design and streets shall be subject to the review and approval of the Bayport Fire Department, Washington County and City Engineer to ensure adequate maneuverability for emergency vehicles.
- The Developer shall be responsible for all fees and expenses associated with street lights, traffic signs and traffic controls.

Guest Parking.

- The Developer will be responsible for the creation of a minimum of eight (8) guest parking stalls throughout the site.

Sidewalks and Trails.

- All sidewalks shall meet the minimum width requirements of the Subdivision Ordinance.
- Sidewalks shall be constructed with a concrete surface.
- All trails shall have a ten (10) foot wide easement and shall be constructed prior to the issuance of a building permit for any of the twin homes.

Park Dedication.

- Park dedication shall occur prior to final plat approval. The development shall be subject to park fees for each dwelling unit within the site.

Landscaping.

- The developer shall submit specific quantities of trees for city review.
- All common areas shall require an irrigation system and two (2) year landscaping guarantee.
- The developer shall revise the landscaping plan to include detailed landscaping plans for the front entrance and area near the monument signage.

Grading and Drainage.

- The Grading, Drainage and Utility Plan shall be subject to the review and approval of the City Engineer's Memorandum dated December 27, 2007.
- The design of the pond as well as the holding capacity of water within it shall be certified by a registered engineer at the developer's expense.
- The developer will be responsible for all fees and expenses for maintaining a sufficient water level within the pond area.

Wetlands.

- Development shall be contingent upon approval from Washington County and the Middle St. Croix Watershed District.

Signs.

- A separate sign permit shall be required for all signs proposed within the development.

Building Elevations.

- Building elevations are subject to the review and approval of the city.

Services and Service Facilities.

- The service and service facility plan shall be subject to the review and approval of the City Engineer.

Homeowners Association.

- The homeowners association agreement shall be subject to the review and approval of the City.

Developers Agreement.

- The Developer shall enter into a development agreement for Hidden Shores. The City Attorney and City Administrator shall develop the document.

Planned Unit Development.

- The Developer shall enter into a Planned Unit Development Agreement which shall be prepared by the City Administrator and City Attorney.

Other.

- The escrow amount shall be brought up to date.
- Additional comments from City Staff, Planning Commission, City Council or related County or State agencies.

Motion B. Denial of the Preliminary Plat, General Development Stage PUD with a finding that site area does not conform to the policies of the city's Comprehensive Plan.

Motion C. Table the Preliminary Plat, General Development Stage PUD. The Planning Commission may ask for additional information prior to making a motion to approve or deny the application.

md

Attachment: City Engineer's memorandum dated December 27, 2006.
c: Mike McGuire, City Administrator
Sara Taylor, Assistant Administrator



MEMORANDUM

TO: Bayport Planning Commissioners

FROM: Barry Peters

DATE: December 27, 2006

RE: Hidden Shores Development
SEH No. A-BAYPO0703.00 14.00

I've reviewed the submittals for the Hidden Shores project in Bayport. The plans were submitted on December 20, 2006 by Humphrey Engineering. I have the following engineering comments. City Staff may have additional comments following their reviews. The plans will need to be reviewed by Washington County, and permits for the street connection and utility work *within their rights-of-way* will be required.

1. Sheet C1.1 Existing Conditions

- I believe that there is a Washington County storm sewer located along the easterly side of Stagecoach Trail north that drains to the Prison Pond to the north. Show the existing storm sewers. This storm sewer will collect a portion of the proposed runoff.
- The noted "Place of Beging" is spelled incorrect on several pages in the plan view.

2. Sheet C1.2 Removal Plan

- Show Washington County Storm Sewer along Stagecoach Trail, north of 47th Street North.
- Grading limits shown across several lots in the Baytown Lane development to the south. Easements will be required and copies submitted to the city for their files.

3. Sheet C2.0 Preliminary Plat

- *Subdivision Code requires a minimum 60 foot right-of-way for local streets with a minimum 32 foot street. To be consistent with the Inspiration Development to the south, 50 foot rights-of-way as a minimum will be required.*
- In the areas where the storm sewer pipes run between lots, a minimum of 15 feet for the Drainage and Utility Easement will be required, additional depending on the pipe depths.
- "Place of Beging" needs to be corrected along 5th Avenue North.
- Public Works will need to comment on the maintenance of the one way streets along Outlot B and Outlot A (Hidden Shores Alcove). I would recommend eliminating Outlot B and constructing the standard width road, with or without the loop to the north. This will reduce to some extent impervious surface and may reduce the heights of the retaining walls proposed to the south. Making the area shown as Hidden Shores Alcove a two-way street and eliminating a portion of Hidden Shores Lane to the northwest of Outlot A will also reduce impervious surface and improve street grades to some extent.

3. Sheet C2.1 and C2.2 Utility Plans

- Loop 8" water main around east and south side of Outlot A and delete segment running along the northwesterly side of Outlot A.
- There seems to be a lot of gaps in hydrant spacing and fire protection. Additional hydrants will be required and locations should be reviewed by the Fire Chief.

- Extend the 10 inch water main to the southerly side of the entrance road along Stagecoach Trail.
- Utility work within the Washington County right-of-way will require permits. This will need to be coordinated with the County and copies of all permits submitted to the city.
- Storm water computations will need to be submitted for review.
- If pond/lake is to be an amenity, the storm sewer system along the west side of the pond should be routed through a treatment pond prior to discharge into the pond/lake.
- Storm sewer pipes will need to be centered in a minimum 15 foot easement area between lots, wider depending on the depth of the storm sewer pipes.
- Bituminous trails will need to be widened and the pavement section beefed up to permit maintenance equipment access to the ponds.
- In the Construction Materials table, the Water Mains should be listed as both 8" and 10". The Waterous Pacer hydrants need to have a Storz Connection with a 5 inch fire nozzle.
- Water mains along 5th Avenue North will need to be 10 inch in size.
- Need invert elevation for connection manhole to check sewer depths.

4. Sheet C2.3 Grading Plan

- Grading shown south of the plat on private property. Revise grades or provide copy of easements to the city for their records.
- Need pond information shown for the two ponds along the east side of the plat.
- There is no key for style of homes. I assume that the homes are walkouts and that "TLS" means "Top of Lowest Slab". If so, lots 15 through 18 are at the EOF elevation listed, and below the HWE. The proposed contours actually provide an EOF of 806.06 near Lots 15 and 16, Block 1. This elevation will flood the lower level of Lots 3 through 22.
- Provide a 10 foot maintenance bench and aquatic bench around the top of the pond/lake.
- Need fences along top of retaining walls greater than 4 foot in height. Also need fences along wall adjacent to trail.
- Bituminous trail should be widened to a minimum of 8 foot, 10 foot in areas that can be utilized as the maintenance access.
- Maximum allowable driveway grades is 10%. Several appear steeper than that.
- Retaining walls greater than 4 foot in height require design by a registered engineer with design computations submitted for review.
- Many of the homes appear to have the walkout or decks constructed over the proposed retaining wall around the pond/lake. Need to see a detail of this construction.

5. Sheet C2.4 Erosion Control

- Legend and plan do not match line weights. Please correct.
- Rock entrance is not shown.

6. Sheets C3.1 through C3.4 Details

- Typical Sections, show minimum 50 foot right-of-way.
- Bituminous trail should be a minimum 8 foot in width, wider for pond access. Section for pond access should be beefed up to handle maintenance equipment.
- B6 style curb is proposed. How will driveways be installed? Will all be staked?
- Hydrant detail should include the note for the Storz hydrant nozzle.
- Hydrant detail will not work as shown. Five foot sidewalk behind curb.
- All gate valves to have a valve extension to within 2 feet of the surface.

Please address the above concerns and submit revised plans for review.

bcp



January 12, 2007

Handout
Department of Transportation
and Physical Development

Donald J. Theisen, P.E.
Director/County Engineer

Wayne H. Sandberg, P.E.
Deputy Director/Assistant County Engineer

Sara Taylor
Assistant City Administrator and Planner
City of Bayport
294 N. 3rd St.
Bayport, MN 55003

CONCEPT PLAN OF HIDDEN SHORES, ADJACENT TO THE INTERSECTION OF WASHINGTON COUNTY STATE AID HIGHWAYS 21 (STAGECOACH TRAIL NORTH; CSAH 21) AND 14 (47TH STREET NORTH; CSAH 14 [WEST OF STAGECOACH TRAIL])

Dear Ms. Taylor:

Thank you for providing us with a copy of the preliminary plat submittal for the Hidden Shores development. This development is generally acceptable to the County's Transportation Division. We have the following comments:

- The existing right of way along CSAH 21 is adequate to serve foreseeable needs for the roadway and we do not request any additional right of way dedication. However, we do request dedication of access control along all CSAH 21 frontage, except at the 47th Street right of way.
- The location of the Hidden Shores Circle roundabout is too close to CSAH 21. Traffic studies indicate that the multiple residential developments in Bayport, Baytown, and West Lakeland Township, combined with the heavy truck traffic on Stagecoach Trail, will require us to introduce traffic control changes at the Stagecoach Trail/47th Street intersection relatively soon. The proposed roundabout's west diverter island begins at the edge of the existing northbound bypass lane. While this in itself creates an unsafe situation, it would severely limit the County's options for future intersection improvements. It would also preclude construction of a right-turn lane to serve the proposed development, an accommodation that is necessary for safe access to the development. In addition, it would not allow enough room for the County to build a roundabout at the Stagecoach Trail/47th Street intersection if that is the preferred intersection design.
- The angle at which the proposed street intersects Stagecoach Trail is also unacceptable. It must intersect at a 90-degree angle.
- Washington County's policy is to assist local governments in promoting compatibility between land use and highways. Residential uses located adjacent to highways often result in complaints about traffic noise. Traffic noise from this highway could exceed noise standards established by the Minnesota Pollution Control Agency (MPCA), the U.S. Department of Housing and Urban Development, and the U.S. Department of Transportation. Minnesota Rule 7030.0030 states that municipalities are responsible for taking all reasonable measures to prevent land use activities listed in the MPCA's Noise Area Classification (NAC) where the establishment of the land use would result in violations of established noise standards. Minnesota Statute 116.07, Subpart 2a exempts County Roads and County State Aid Highways from noise thresholds. County

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Letter to Ms. Sara Taylor – City of Bayport
January 12, 2007

policy regarding development adjacent to existing highways prohibits the expenditure of highway funds for noise mitigation measures in such areas. The developer should assess the noise situation and take any action outside of County right of way deemed necessary to minimize the impact of any highway noise.

The issues present with the proposed street design are significant enough that we would not issue a permit to access CSAH 21. We are available to meet to discuss options if you would like. Please contact me at 651-430-4312, or by e-mail at joe.lux@co.washington.mn.us with comments or questions.

Sincerely,

Joseph Lux
Senior Transportation Planner

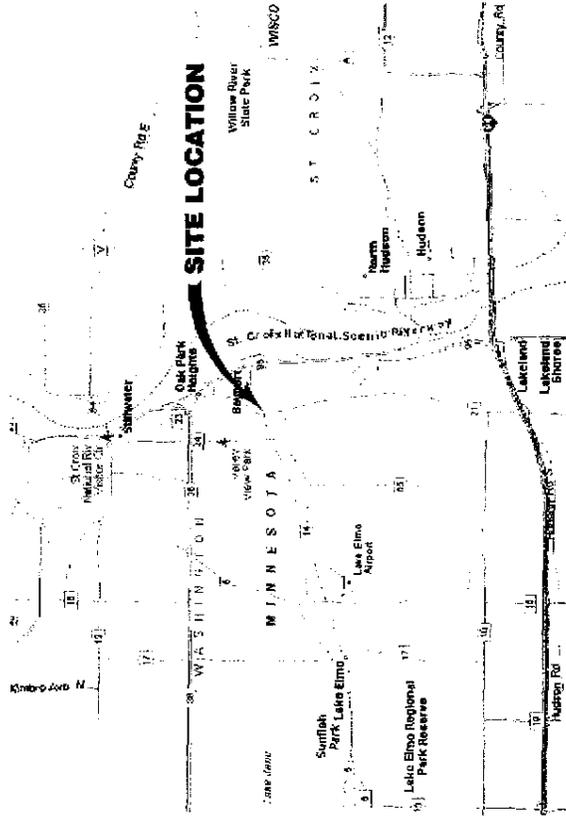
c: Barry Peters, SEH, Bayport City Engineer
Mike Darrow, SEH, Bayport Planner
Mick Lynskey, Lynskey & Clark Companies
Bob Clark, Lynskey & Clark Companies

N:\WORD\Plal Review- Bayport\Hidden Shores, CSAH 14 & 21, 1-12-07.doc

HIDDEN SHORES

SITE IMPROVEMENTS

BAYPORT, MINNESOTA



SITE LOCATION MAP
NOT TO SCALE

PLAN LEGEND

EXISTING

- SANITARY SEWER AND MANHOLE
- STORM SEWER, MANHOLE, CATCH BASIN
- WATER MAIN, GATE VALVE, HYDRANT
- FORCE MAIN
- UNDERGROUND TELEPHONE CABLE
- UNDERGROUND ELECTRIC CABLE
- UNDERGROUND CABLE TV
- UNDERGROUND GAS MAIN
- OVERHEAD ELECTRIC CABLE
- FENCE
- INTERMEDIATE CONTOURS
- CONTOUR IF DRAIN AND WATER
- DECIDUOUS TREE
- CONIFEROUS TREE
- LIGHT POLE
- FLECTRIC METER
- TELEPHONE MAST
- TELEPHONE CABLE
- STREET SIGN
- CURB
- SIDE WALK
- WOODED AREA

PROPOSED

- SANITARY SEWER AND MANHOLE
- STORM SEWER, MANHOLE, CATCH BASIN
- WATER MAIN, HYDRANT, GATE VALVE
- CATCH BASIN
- FIVE-FOOT-WAY
- SIDEWALK
- SUBGRADE
- SLEEVE
- INVERT
- INTERMEDIATE CONTOURS

MUNICIPALITY

CITY OF BAYPORT
284 NORTH THIRD STREET
BAYPORT, MN 55003
PHONE 651.275.4111
FAX 651.275.4111

ENGINEERING

ADMPREY ENGINEERING INC.
1000 W. WISCONSIN
HUDSON, WI 54001
PHONE 715.531.0225
FAX 715.531.0220

PLANNING

PUTMAN PLANNING AND DESIGN
502 SECOND STREET, SUITE 201
HUDSON, WI 54001
PHONE 715.531.3291
FAX 715.531.0828

SURVEYING

CORNERSTONE LAND SURVEYING INC.
200 E. CHESNUT STREET
STILLWATER, MN 55082
PHONE 651.275.8960
FAX 651.275.8970

SHEET NO.	SHEET CONTENT
001	TITLE PAGE
01.1	EXISTING CONDITIONS
01.2	PROPOSED CONDITIONS
02.1	PRELIMINARY PLAN
02.2	PRELIMINARY UTILITY PLAN
02.3	OVERALL UTILITY PLAN
02.4	PRELIMINARY GRADING PLAN
03.1-03.4	PROVISION CONTROL PLAN DETAILS

Lynkey & Clark
Companies
PO BOX 38
114 SOUTH MAIN
STILLWATER, MN 55082

12.15.08
12.15.08
12.15.08

ADMPREY ENGINEERING INC.
1000 W. WISCONSIN
HUDSON, WI 54001
PHONE 715.531.0225
FAX 715.531.0220

HIDDEN SHORES
SITE IMPROVEMENTS
BAYPORT, MINNESOTA
TITLE SHEET

PROJECT NO. 401-0202
DATE 12.15.08
DRAWN BY JRM
CHECKED BY JRM
SCALE AS SHOWN

C0.1

PROJECT CHIEF
Lankney & Clark Companies
 PO BOX 36
 118 SOUTH MAIN
 STILLWATER, MN 55082

DATE: 12.15.08
 DRAWN BY: [Signature]
 CHECKED BY: [Signature]
 SCALE: AS SHOWN
 PROJECT NO: 08-010

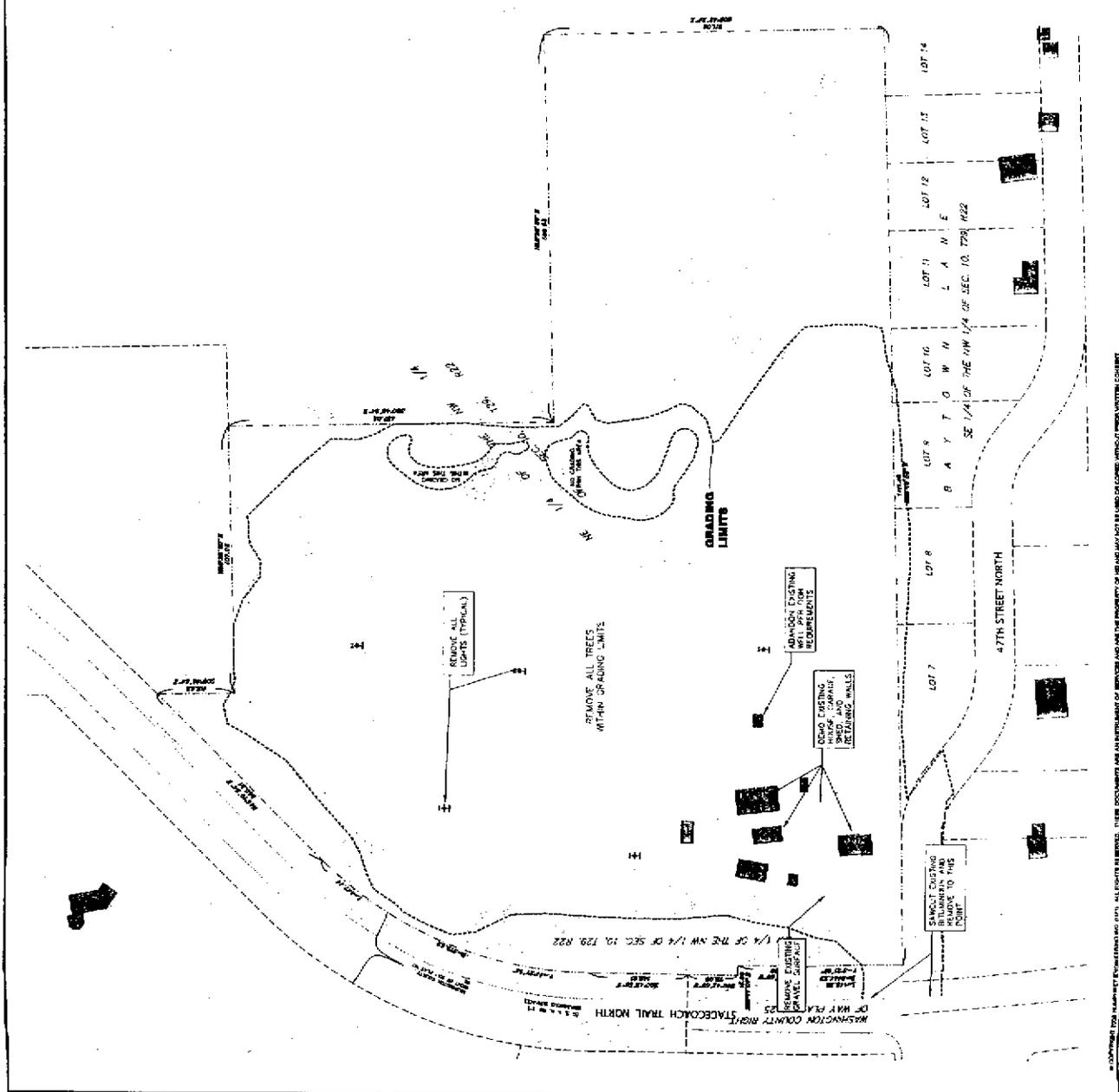
HUMPHREY
 Engineers - Land Surveyors - Planners
 2211 Onond Road - Hudson, WI 54016
 715.331.0525 - 866.999.0820 - Fax: 715.331.0520
 www.humphreyengineers.com

HIDDEN SHORES
 SITE IMPROVEMENTS
 REMOVAL PLAN
 PROJECT NAME AND LOCATION
 SAVOR, WISCONSINA
 SHEET TITLE

PROJECT NO: 493-1-007
 DRAWN BY: JCH
 CHECKED BY: JCH
 DATE: 12.15.08
 SCALE: 1" = 100'

C1.2

GENERAL NOTES:
 CONTRACTOR TO VERIFY THE LOCATION AND REMOVAL OF ALL UTILITIES.
 ALL PUBLIC AND PRIVATE UTILITIES SHOWN ON THIS PLAN ARE APPROXIMATE IN LOCATION AND DEPTH AND IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO OBTAIN THE LOCATION OF SUCH.
 ALL EXISTING PAVED LOT SURFACES SHALL BE REMOVED. THE LOCATION OF ELECTRICAL SERVICE TO THE LOTS IS UNKNOWN.
 ANY REMOVAL OF WATERMAIN SHALL INCLUDE THE REMOVAL OF ALL WATERMAIN APPURTENANCES INCLUDING PIPE, GATE VALVES, APPURTENANCE, FITTINGS, ETC.
 ANY REMOVAL OF SANITARY SEWER AND STORM SEWER SHALL INCLUDE THE REMOVAL OF ALL MANHOLE MANHOLES, ETC.
 REMOVAL SHALL INCLUDE THE DISPOSAL OF ALL REMOVED ITEMS IN ACCORDANCE WITH APPLICABLE LAWS.



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PROJECT CHIEF
Lynksley & Clark
Companies
PO BOX 36
113 SOUTH MAIN
STILLWATER, MN 55082

DATE: 12/15/08
DRAWN BY: [Signature]
CHECKED BY: [Signature]
SCALE: AS SHOWN
PROJECT: [Project Name]

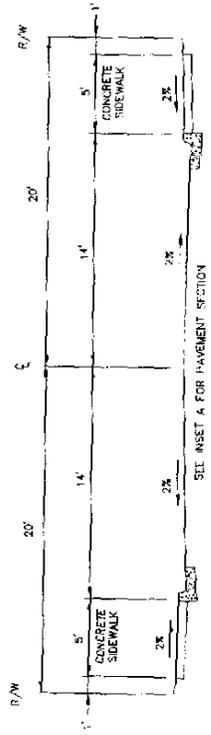
HUMPHREYS
Engineers, Land Surveyors - Planners
1211 O'Connell Road - Stillwater, WI 53082
715.931.0525 • 562.999.0220 • fax 715.931.0523
www.humphreys-planners.com

PROJECT LOCATION
HIDDEN SHORES
SITE IMPROVEMENTS
DANBURY, MINNESOTA
DETAILS

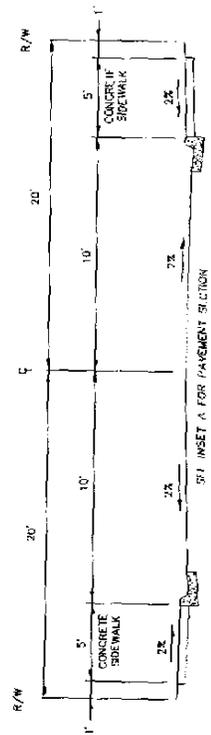
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SHEET: [Sheet Number]

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JOB NO: [Job No]
DATE: 12/16/08
SHEET: [Sheet No]

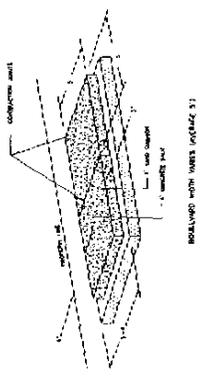
C3.1



TYPICAL SECTION
20' B-C TO B-C
TWO WAY TRAFFIC



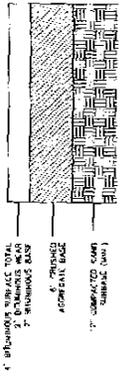
TYPICAL SECTION
20' B-C TO B-C
ONE WAY TRAFFIC



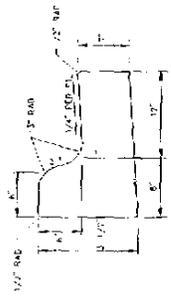
TYPICAL CONCRETE
SIDEWALK CONSTRUCTION
(NOT TO SCALE)



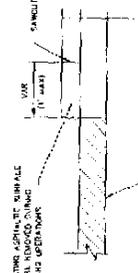
BITUMINOUS TRAIL
(NOT TO SCALE)



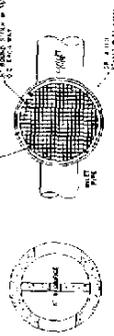
PAVEMENT DETAIL
(NOT TO SCALE)



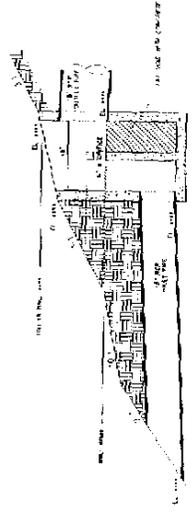
B612 CURB & GUTTER
(NOT TO SCALE)



SAWCUT DETAIL
(NOT TO SCALE)



POND #1 OUTLET STRUCTURE
(NOT TO SCALE)



(NOT TO SCALE)

City of Bayport

Due Dates and Meetings for Planning and Zoning Applications in 2007

DUE DATE FOR APPLICATION, FEE, AND REQUIRED ATTACHMENTS	PLANNING COMMISSION MEETING (PUBLIC HEARING)	CITY COUNCIL MEETING (REQUIRED FOR ALL APPLICATIONS)
<i>(Dates subject to change, if necessary.)</i>	<i>(Third Monday of the month, unless otherwise noted.)</i>	<i>(First Monday of the month, unless otherwise noted.)</i>
<u>Monday, December 15, 2006</u>	<u>Tuesday, January 16*</u>	<u>Monday, February 12</u>
<u>Friday, January 19</u>	<u>Tuesday, February 20 **</u>	<u>Monday, March 5</u>
<u>Friday, February 16</u>	<u>Monday, March 19</u>	<u>Monday, April 2</u>
<u>Friday, March 16</u>	<u>Monday, April 16</u>	<u>Monday, May 7</u>
<u>Friday, April 20</u>	<u>Monday, May 21</u>	<u>Monday, June 4</u>
<u>Friday, May 18</u>	<u>Monday, June 18</u>	<u>Monday, July 2</u>
<u>Friday, June 15</u>	<u>Monday, July 16</u>	<u>Monday, August 6</u>
<u>Friday, July 20</u>	<u>Monday, August 20</u>	<u>Monday, September 10</u>
<u>Friday, August 17</u>	<u>Monday, September 17</u>	<u>Monday, October 1</u>
<u>Friday, September 14</u>	<u>Monday, October 15</u>	<u>Monday, November 5</u>
<u>Friday, October 19</u>	<u>Monday, November 19</u>	<u>Monday, December 3</u>
<u>Friday, November 16</u>	<u>Monday, December 17</u>	<u>January 2008</u>

All meetings will be held at 6:00 p.m. at City Hall, unless otherwise noted.

For further information regarding planning and zoning applications or related matters, call Sara Taylor at 651-275-4404.

*The regular January meeting date has been rescheduled for Tuesday, January 16th due to the Martin Luther King Jr. Day holiday.

**The regular February meeting date has been rescheduled for Tuesday, February 20th due to the President's Day holiday.