CITY OF CORCORAN

Corcoran City Council Agenda
May 25, 2023 - 7:00 pm

1. **Call to Order / Roll Call**
2. **Pledge of Allegiance**
3. **Agenda Approval**
4. **Commission Representatives***
5. **Open Forum – Public Comment Opportunity**
6. **Presentations/Recognitions**
   a. Resolution 2023-50 Recognizing National Public Works Week*
7. **Consent Agenda**
   a. 2022 September and October Draft Work Session and Regular Council Minutes*
   b. Financial Claims*
   c. Order Distribution Hope Environmental Assessment Worksheet (EAW)*
   d. 2023-2024 Liquor License Approval*
   e. 2023-2024 Tobacco License Approval*
   f. Resolution 2023-47 Recognizing Clean Up Day*
   g. Resolution 2023-48 Temporory Liquor License – Hamel Rodeo*
8. **Planning Business -- Public Comment Opportunity**
   a. PUD Ordinance Amendment*
   b. Scherber Roll Off CUP and Site Plan Extension*
   c. Draft Rental Ordinance and Property Maintenance Code*
9. **Unfinished Business – Public Comment Opportunity**
   a. Records Scanning Project Update and Granicus Project*
   b. ARPA Funding – Status Update and Options*
10. **New Business – Public Comment Opportunity**
    a. Audit Review Assistance*
11. **Staff Reports**
    a. Planning Project Update*
    b. Stieg Road Update*
12. **Closed Sessions**
    a. Hackamore Road Improvements and Purchase of Property
13. **New Business – Continued***
    a. Hackamore Road Improvements - Joint Powers Agreement*
    b. Hackamore Road Improvements - Bid Award*
14. **2023 City Council Schedule***
15. **Adjournment**

HYBRID MEETING OPTION AVAILABLE

The public is invited to attend the regular Council meetings at City Hall.

Meeting Via Telephone/Other Electronic Means

Call-in Instructions:

+1 312 626 6799 US

Enter Meeting ID: 831 5680 9931

Press *9 to speak during the Public Comment Sections in the meeting.

Video Link and Instructions:

https://us02web.zoom.us/j/83156809931

visit http://www.zoom.us and enter

Meeting ID: 831 5680 9931

Participants can utilize the Raise Hand function to be recognized to speak during the Public Comment sections in the meeting. Participant video feeds will be muted. In-person comments will be received first, with the hybrid electronic means option following.

For more information on options to provide public comment visit: www.corcoranmn.gov

***Includes Materials** - *Materials relating to these agenda items can be found in the Council Chambers Agenda Packet book located by the entrance. The complete Council Agenda Packet is available electronically on the City website at www.corcoranmn.gov.*

STAFF REPORT **Agenda Item: 4.**

Council Meeting: May 25, 2023	**Prepared By:** Michelle Friedrich
Topic: Commission Representatives	**Action Required** Informational

Summary

The advisory commission representatives for the May 25, 2023, Council meeting are as follows:

- Planning Commission: Jon Horn
- Parks and Trails Commission: Val Nybo

Financial/Budget

N/A

Council Action

N/A

Attachments

N/A

STAFF REPORT **Agenda Item: 6a.**

Council Meeting: May 25, 2023	**Prepared By:** Jessica Beise
Topic: National Public Works Week – May 21-27, 2023	**Action Required:** Approval

Summary

National Public Works Week is scheduled for May 21-27, 2023 and is an opportunity to recognize and honor Public Works Staff for their dedication and service.

National Public Service Week was observed May 7-13, 2023, and National Police Week was observed May 14-20, 2023. Staff within the City were recognized and honored for their service to the City of Corcoran.

Financial/Budget

N/A

Options

1. Approve Resolution 2023-50 Recognizing National Public Works Week and Public Works Department Staff.
2. Decline Resolution 2023-50 Recognizing National Public Works Week and Public Works Department Staff.

Recommendation

Approve Resolution 2023-50 as presented.

Council Action

Consider a motion to approve Resolution 2023-50 Recognizing National Public Works Week and Honoring Public Works Department Staff.

Attachments

1. Resolution 2023-50 Recognizing National Public Works Week and Honoring Public Works Department Staff.

City of Corcoran
County of Hennepin
State of Minnesota

May 25, 2023

RESOLUTION NO. 2023-50

Motion By:
Seconded By:

A RESOLUTION RECOGNIZING NATIONAL PUBLIC WORKS WEEK AND PUBLIC WORKS STAFF

WHEREAS, the City of Corcoran finds it important to recognize the work of the City's public works department; and

WHEREAS, National Public Works Week is May 21-27, 2023; and

WHEREAS, as part of National Public Works Week, efforts are recognized within the City's public works department staff and includes director, superintendent, managers, supervisors, crew leaders, maintenance workers, permit technicians, and part-time seasonal workers; and

WHEREAS, the City recognizes the efforts made enacting the City's vision and goals while providing, responding, collaborating, and improving services to residents of Corcoran, including maintenance of utility and street infrastructure, stormwater systems, parks/amenities, equipment/fleet, facilities, and dedicated community service; and

WHEREAS, the City recognizes the public works departments role in emergency management services; and

WHEREAS, the City of Corcoran recognizes the time, energy, and dedication, provided by the City's public works department.

NOW, THEREFORE BE IT RESOLVED, by the City of Corcoran, the City Council hereby honors public works staff and recognizes National Public Works Week.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Schultz, Alan**	☐ **Schultz, Alan**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 25th day of May, 2023.

_____
Tom McKee -- Mayor

ATTEST:

City Seal

_____
Michelle Friedrich – City Clerk

STAFF REPORT **Agenda Item: 7a.**

Council Meeting: May 25, 2023	**Prepared By:** Michelle Friedrich
Topic: Draft Council Minutes – September 22, 2022 Draft Council Work Session Minutes – October 13, 2022, and October 27, 2022 Draft Council Minutes – October 13, 2022, and October 27, 2022	**Action Required:** Informational

Summary

The draft Minutes for the regular Council meeting on September 22, 2022, were moved from the Council meeting on May 11 to the meeting on May 25 for review. Minutes for September 22, 2022 are attached.

The draft Minutes for Council Work Session Minutes and Council Minutes for October 2022 were moved from the Council meeting on May 11 to the meeting on May 25 for review.

Council Work Session Minutes and Council regular meeting Minutes for October 2022 will be provided to Council via email on Tuesday, May 23, with hard copies provided to Council the evening of May 25.

Attachments

1. Draft Council Minutes – September 22, 2022

CITY OF CORCORAN
City Council Minutes
September 22, 2022 – 7:00 pm

The Corcoran City Council met on September 22, 2022, in Corcoran, Minnesota. The City Council meeting was held in person and the public was present in person and remotely through electronic means using the audio and video conferencing platform Zoom.

Mayor McKee, Councilor Nichols, and Councilor Vehrenkamp were present. Councilor Bottema, and Councilor Schultz were excused.

City Administrator Beise, City Clerk Friedrich, Planner McKeown, Public Works Director Mattson, and Director of Public Safety Gottschalk were present.

1. **Call to Order/Roll Call**
   Mayor McKee called the meeting to order at 7:00 pm.
2. **Pledge of Allegiance**
   Mayor McKee invited all in attendance to rise and join in the Pledge of Allegiance.
3. **Agenda Approval**
   City Administrator Beise noted a clerical change to Minutes, noted copies are included for item 4, Council Liaison Schedule and was omitted in packet distribution, addition of item 9a, Cost Share Agreement, addition of item 9c3, Resolution 2022-116 Supporting Hennepin County Youth Sports Grant. Council noted moving item 10e, to the beginning of New Business.
   MOTION: made by McKee, seconded by Nichols to approve the agenda as modified.
   Voting Aye: McKee, Nichols, and Vehrenkamp
   (Motion carried 3:0)
4. **Commission Representatives**
   Mayor McKee noted Planning Commissioner Van den Einde and Parks and Trails Commissioner Meister are liaisons for the meeting tonight.
5. **Open Forum (Public Comment Opportunity)**
   Mayor McKee invited residents to communicate in-person or telephonically during Open Forum for items not included on the agenda. City Administrator Beise explained the instructions to participate in the meeting via the Zoom video format and reviewed instructions for participation in the meeting through telephone or computer. No residents participated in the public comment opportunity.
6. **Presentations/Recognitions**
   a. Years of Service Recognition – Kevin Mattson – 5 Years

   Mayor McKee recognized Kevin Mattson for years of service and thanked him for his dedication to the City of Corcoran.
7. **Consent Agenda**
   a. Draft Minutes of the May 26, 2022, Council Meeting
   b. Financial Claims
   c. Blair Brown Riding Arena CUP
   d. Accounting Clerk Hiring
   e. Parks and Trails Commissioner – Residence Status Change

   MOTION: made by Vehrenkamp, seconded by Nichols to approve agenda items 7a-e, as presented.
   Voting Aye: McKee, Nichols, and Vehrenkamp
   (Motion carried 3:0)
8. **Planning Business (Public Comment Opportunity)**
   Mayor McKee invited residents to communicate in-person or telephonically during the public comment opportunity for Planning Business items 8a through 8c. City Administrator Beise explained the instructions

to participate in the meeting via the Zoom video format and reviewed instructions for participation in the meeting through telephone or computer. City Administrator Beise noted a broken meeting link on the website that staff were working to correct broken meeting link. No residents participated in the public comment opportunity.

a. Pro-Tech Site Plan CP and Variance

Planner McKeown reviewed the application request for Pro-Tech Automotive and includes a site plan, two conditional use permits, and three variance requests. Planner McKeown noted the request will allow for expansion of the existing facility to include additional repair bays as well as some warehouse space for materials storage. Planner McKeown noted the existing building is to the south and the proposed building would double their footprint. Planner McKeown reviewed parking area paving to the south of the site and dedicated exterior storage on the northern end of the site with some basis for employee parking. Planner McKeown reviewed the expansion includes additional space for the building of 5865 square feet. The site currently indicates 24 parking stalls. Planner McKeown noted the parking lot would be paved with concrete curb and gutter and the designated exterior storage space would be newly delineated and gravel. Planner McKeown noted overall, the plans comply with the district loft standards for the exterior storage. Planner McKeown reviewed the screening of the outdoor storage can meet the 80% capacity year-round requirement for the conditional use permit. Planner McKeown noted conditional use permits for parking would involve three variances for the proposed site plan, including the southern drive aisle with the setback for the western drive aisle, and noted expanding some parking spaces on the southeast portion of the site that were approved at a 20-foot setback, and added the plan indicates two additional parking spaces at that setback when 50 feet is required at this time. Planner McKeown noted the employee parking on the north of the expansion needs to be shifted a bit further north and the site plan just to show a separation between the building and the parking. Planner McKeown reviewed the encroachment of the western driveway, and the neighboring property does need to be addressed as a condition of approval of the site plan, regardless of the variances being approved. Planner McKeown noted one area where the encroachment is as much as two feet into the neighboring property according to their survey. Planner McKeown noted the revised plan must also provide vegetation on the site to provide the required screening for parking spaces 11 and 12. Planner McKeown noted staff needs further clarification as to what vegetation currently exists at the site. Planner McKeown noted engineering recommendation included a concrete apron at the entrance of the site and noted that condition of approval was not based on feedback during the sketch plan discussions. Council and staff discussed other updated businesses and requirements in place regarding concrete driveways. Planner McKeown noted applicant will need to obtain a permit from Hennepin County to officially abandon the septic system on the site. Planner McKeown reviewed the revised plan includes integral color block for facades, but that is not what is shown in the current plan, so an updated plan is necessary. Council and staff reviewed the hardship standard that has been met due to constraints of the location of the building, and emergency access, screening opacity, setback requirements, impacts of encroaching into the City's drainage and utility easement. Planner McKeown noted the certificate of survey from the first plan indicated a 20-foot-wide drive aisle and keeping as close to possible to 20 feet within the allowed space and noted the findings of fact. Planner McKeown noted further evaluation may be necessary and Council may need to extend the review period to 120 days to allow for consistent plans to submitted so an updated narrative can be completed regarding variances and resolutions, as the resolution presented tonight is invalid with the changes requested by applicant. Council noted scheduling the item again at the October 13 Council meeting, to allow time for applicant to update site survey, gather encroachment agreements, submit the actual plan, a grading plan, and landscaping requests. Planner McKeown noted paragraph 16 of Resolution 2022-111 would need to reference a revised grading plan, showing drainage can be maintained, and must be submitted.

MOTION: made by McKee, seconded by Vehrenkamp to amend Resolution 2022-111 Site Plan and Two Conditional Use Permits for the Property Located at 7591 Commerce Street (PID 26-119-23-11-0020) (City File 22-048) and amended within paragraph 16 to include drainage can be maintained and submitted for review.

Voting Aye: McKee, Nichols, and Vehrenkamp
(Motion carried 3:0)

MOTION: made by Nichols, seconded by Vehrenkamp to approve Resolution 2022-111 Site Plan and Two Conditional Use Permits for the Property Located at 7591 Commerce Street (PID 26-119-23-11-0020) (City File 22-048) as amended.
Voting Aye: McKee, Nichols, and Vehrenkamp
(Motion carried 3:0)
Council discussed previous expansion from 2000 and is where the southern drive aisle was established. Council noted in 2004 the City adopted a new code, and there would be a restriction from 2004 forward, however, as the site was originally planned and implemented there was not a requirement in place in that area. Council noted Planning Commission's recommendation to deny the variance was based on the idea that the landowner created the issue. Council noted the issue was not created by the applicant and would be in favor of an alternative solution approving three variances.
MOTION: made by Nichols, seconded by Vehrenkamp approving Resolution 2022-112 Three Variances for the Property Located at 7591 Commerce Street (PID 26-119-23-11-0020) (City File 22-048)
Voting Aye: McKee, Nichols, and Vehrenkamp
(Motion carried 3:0)
Council thanked the Planning Commission for the significant amount of review on this item as well as City staff.

b. Water Treatment Final Plat, Site Plan and Variance

City Planner Lindahl reviewed the request for the water treatment plant, noted the site plan and three variances for this central service. City Planner Lindahl noted the site plan approval will allow construction of the water treatment plant. City Planner Lindahl reviewed the parking and drive aisle for access to the facility with future roadway extension access to the facility on the southeast corner of the site. City Planner Lindahl noted County comments include an extension to the southeast as an alternate route with access on 116 be eliminated in the future and alternate access provided. City Planner Lindahl reviewed the three variances include a plant material screening of the transformer and generator on the southern part of the site, rather than a 6-foot fence, the second variance request is related to the overhead door that will be visible from County Road 116, and the third variance is for an accessory structure, the wellhouse in the front yard. City Planner Lindahl noted the Planning Commission voted three to one to recommend approval of the site and two variances, but denial of the screening variance for the transformer and generator. City Planner Lindahl noted the landscaping complies with section 1060 of City Code, however, does not comply with the new Northeast District Standard which requires a six-foot wall or fence around heavy equipment. City Planner Lindahl reviewed the overhead door visibility from County Road 116 meets the practical difficulty standards as north, south, and east directions are all residential properties, so facing west towards County Road 116 is the only direction that could comply with the practical difficulty standard. City Planner Lindahl noted the third variance request is for a wellhouse accessory structure in the front yard and is the preferred building of choice due safety and maintenance issues, however code would only allow this type of building in the side or rear yard, and the well itself cannot be shift on this site. City Planner Lindahl reviewed the two roofing alternatives along with the two-cell or three-cell options and noted the Planning Commission's recommendation. Council and staff discussed the overhead door size and alternate options. Council and staff discussed the variance for screening on the generator and which option is better suited for the location of the facility. Council and staff reviewed the functionality and intention with the vegetative screening. Council and staff reviewed fencing and noted gates would be needed allow equipment to access the generator and transformer. Council noted a fence is the preferred screening option for the generator and transformer.
MOTION: made by Vehrenkamp, seconded by Nichols approving Resolution 2022-114 Site Plan and Variances and Denying a Variance for the "Corcoran Northeast Water Treatment Plant" Located at 10120 County Road 116 (PID 12-119-23-22-0010) (City File 22-052).
Voting Aye: McKee, Nichols, and Vehrenkamp
(Motion carried 3:0)

c. Fence Ordinance Amendment

Planner McKeown reviewed the zoning ordinance amendment proposing changes to some lot definitions and extenders for fences and walls. Planner McKeown noted the verbiage proposed on the city-initiated zoning ordinance amendment, stems from discussion on the fence performance standards. Planner McKeown reviewed the proposed ordinance includes three changes to lot related definitions and includes

adding definitions for lot frontages and interior lot lines, particularly in the fence standards. Planner McKeown noted the proposed ordinance includes modifying lot width and is separate from the fence performance standards. Planner McKeown noted this modification would allow for lots on a cul de sac to have their lot width measured at the required front setback, which would help with some of the flexibility that PUD districts rely on and strengthen our underlying code. Planner McKeown noted the Planning Commission recommended the updated definition be removed from the ordinance and handled separately, if at all. Planner McKeown reviewed the new verbiage for fences on wall performance standards clarifies when encroachment agreements are required and encourages adequate access for maintenance. Planner McKeown noted a change to the threshold for zoning permits, and noted currently the standard is six feet from the property line to match up with the 25-feet from lot frontage requirement, which covers the drainage utility easements as well as easements for trails and sidewalks. Planner McKeown added 10 feet from our interior lot lines or any other drainage and utility ponding easement to cover lots with either a pond or wetland formation. Planner McKeown reviewed updated verbiage would allow fences of up to seven-feet tall and 100 percent opacity to be placed as close as 25 feet to the front property line or the principal structure setback of the underlying district, whichever is less, with an exception for properties with frontage on an arterial road. Planner McKeown noted the Planning Commission did recommend allowing some flexibility for these properties with 100-foot setback, with a reduction to 60-feet with additional landscaping by utilizing a flexibility clause for building setbacks, and a specification that fences cannot interfere with a 30-foot site visibility triangle measured from intersections as well as driveways, the property for the fence, as well as adjacent properties. Planner McKeown reviewed performance standards for fencing regarding swimming pools, spas, and hot tubs and noted the Planning Commission recommended removal of pool performance standards as the standards seem to be duplicative of what is in Minnesota State Statute. Planner McKeown noted including verbiage regarding wall standards for retaining walls specifically along a right-of-way or public trails. Council and staff discussed the lot width definition modification and Planning Commission discussions regarding lot width definitions, goals for strengthening underlying code, and PUD flexibility. Planner McKeown noted if Council approves Ordinance 2022-465, because a summary ordinance requires a 4/5 Council vote, the summary ordinance would be brought back to Council as a Consent Agenda item at the Council meeting on October 10, 2022.

MOTION: made by Nichols, seconded by Vehrenkamp to adopt Ordinance 2022-465 Amending the Text of Sections 1020.020 and 1060.080 of the Zoning Ordinance of the Corcoran City Code Related to Lot Definitions and Performance Standards for Fences and Walls (City File 22-033).

Voting Aye: McKee, Nichols, and Vehrenkamp

(Motion carried 3:0)

MOTION: made by Nichols, seconded by Vehrenkamp approving Resolution 2022-113 Findings of Fact for an Ordinance Amending Sections 1020.020 and 1060.080 of the Zoning Ordinance of the Corcoran City Code Related to Lot Definitions and Performance Standards for Fences and Walls (City File 22-033).

Voting Aye: McKee, Nichols, and Vehrenkamp

(Motion carried 3:0)

9. Unfinished Business

Mayor McKee invited residents to communicate in-person or telephonically during the public comment opportunity for Unfinished Business items 9a through 9d. City Administrator Beise explained the instructions to participate in the meeting via the Zoom video format and reviewed instructions for participation in the meeting through telephone or computer. No persons participated in the public comment period.

a. City Center Drive & 79th Place Mass Grading and Stormwater Improvements Cost Share Agreement

City Administrator Beise reviewed the cost share agreement with St. Therese regarding a joint mass grading project at the site owned by St. Therese. City Administrator Beise outlined the agreement includes a city portion supporting 45 percent of the costs with the remaining 55 percent covered by St. Therese. Council and staff discussed the purpose of completing the cost share agreement regarding mass grading in relation to the stormwater ponding. Public Works Director Mattson noted the stormwater pond being discussed would be categorized as a sub-regional pond serving the City of Corcoran's remaining property adjacent to the site and will still impact multiple properties as a benefit as a sub-regional pond. City Administrator Beise reviewed the budget impact and noted the sale of the land to St. Therese covers most

of the cost for the project, however there is a gap, and Council discussion tonight will include reviewing conduit bond financing as potential opportunity to fund the gap.
MOTION: made by Vehrenkamp, seconded by Nichols approving the cost share agreement with St. Therese as presented.
Voting Aye: McKee, Nichols, and Vehrenkamp
(Motion carried 3:0)

b. Request for Bond Conduit Financing or Host Approval

City Administrator Beise reviewed Council discussion from the meeting on September 8, 2022, and noted at the meeting Council received a request from St. Therese for the City to act as a bond conduit finance option. City Administrator Beise noted another item of discussion included creating a bond conduit policy. City Administrator Beise reviewed items for Council to consider regarding a bond conduit financing policy. City Administrator Beise reviewed the formal request from St. Therese and noted the two options to continue the mechanism for financing of the project. City Administrator Beise noted St. Therese is available for questions. City Administrator Beise reviewed the proposed fee by St. Therese was $50,000. Council staff, and applicant discussed advantages to applicant through bond conduit financing versus a commercial bond. Council discussed adjacent city bond administration fees were in the range of .25 to 1 percent of the value of the bonds, and noted the City should not be higher than adjacent city ranges and commented at a .75 to .9 percent range with the ability to negotiate. Council noted setting bond conduit policy prior to review of the St. Therese request to maintain an objective view of the proposal.
Gina Ferrini, of Kennedy and Graven, explained to Council the history of bond conduit financing and noted the financing option has been in place since the 1950s. Ms. Ferrini outlined conduit bonds are bonds where the city issues debt for certain types of public uses that Congress has decided are good uses. Ms. Ferrini explained the in the current request from St. Therese, the City loans the proceeds to a non-profit organization, and this case is St. Therese. Ms. Ferrini continued that St. Therese has the responsibility to repay the debt, and noted Kennedy and Graven's job as Bond Counsel is to protect the city and to conclude provisions in the documents, making it clear that this is a conduit bond issue, and that the city's credit rating isn't impacted. Ms. Ferrini noted St. Therese is the entity that's going to be repaying the debt, and bond conduit financing is a financing mechanism to allow St. Therese to obtain the same interest rates at the City. Council and applicant discussed proposed basis points amounts and budgeted basis point amounts.
MOTION: made by McKee, seconded by Nichols, approving Resolutions 2022-115 Calling for a Public Hearing on a Housing Program and the Issuance of Conduit Revenue Bonds and Authorizing the Publication of a Notice of Public Hearing (Saint Therese of Corcoran Project)
Voting Aye: McKee, Nichols, and Vehrenkamp
(Motion carried 3:0)
Council noted including language in the bond conduit policy for .75 as a starting point with ability to negotiate, including an application fee, a fee for refunding or refinancing, adding language for bond denomination requirements and specific credit rating levels.

c. City Park Remaster Phase One

Recreation Supervisor Christensen Buck presented an update and overview of the City Park project and highlighted Phase One amenities include six pickleball courts, a playground replacement, a splash pad, a bathroom changing area, and a picnic shelter area attached to the splash pad. Recreation Supervisor Christensen Buck noted there are two stormwater management ponds for runoff and wetlands, and 343 bituminous parking stalls. Recreation Supervisor Christensen Buck noted other amenities include a new skate rink, hockey rink, volleyball court replacement, tennis courts replacement, and the addition of a basketball court. Council and staff discussed trails and if trails are bituminous or wood chip, and how much of the trail is included in Phase 1. Council requested communication with Diamond Lake Regional Trail to review potential trails in the park entering from the south and moving around the west side where there is a natural tree forest and circle back around to the north to exit. Council discussed preserving the existing park pavilion shelter. Council noted including awnings or shade features on the playground structure. Council discussed connection stub location along Bass Lake Road and Three Rivers Park regarding future trail. Council discussed a park grant, bonding for park costs, donations, and utilizing gambling funds if applicable for park construction. Council and staff discussed the Park Dedication Fund balance of

approximately $2.7 million dollars. Recreation Supervisor Christensen Buck noted the NW Jaycees have donated $100,000 for the splash pad, and the Hamel Athletic Association donated $45,000 as additional funding for the City Park.

MOTION: made by McKee, seconded by Nichols approving Resolution 2022-116 Supporting Grant Application – Hennepin County Youth Sports Facility Grant up to $300,000.

Voting Aye: McKee, Nichols, and Vehrenkamp

(Motion carried 3:0)

d. Cook Lake Highlands – Utility and Street Construction Status Update

City Administrator Beise updated Council on the status of documents received regarding Cook Lake Highlands. City Administrator Beise noted applicant is not anticipating needing an extension past the September 30 deadline. City Administrator Beise noted a report is anticipated from MET Council and the city attorney will review final documents received by City. Council questioned the off-site location of fill that is being hauled along Bechtold Road and discussed resolution for maintenance in spring. Public Works Director Mattson noted documentation has been recorded and if there is an issue, the City will address as necessary, noting at this point it is a hypothetical situation.

Mayor McKee called a 5-minute recess at 9:36 pm.

Council reconvened at 9:41 pm.

10. New Business

Mayor McKee invited residents to communicate in-person or telephonically during the public comment opportunity for New Business on items 10a through 10e. City Administrator Beise explained the instructions to participate in the meeting via the Zoom video format and reviewed instructions for participation in the meeting through telephone or computer. No persons participated in the public comment period.

e. Request for Temporary Construction Access Change-Bellwether and Amberly

City Administrator Beise noted a request received from Corcoran resident Craig Espelien, who is requesting Council consider a construction access change for later development phases of Bellwether and Amberly. City Administrator Beise reviewed residents' concerns over noise and construction traffic disruption created for current residents of the Bellwether and Amberly developments with the existing construction access location. City Administrator noted when the city final platted the final phase of Bellwether, the road connection linked to Hunters Ridge, and later when the BlairCom piece was added, an additional access to the north of the development was created. City Administrator Beise added the City reviewed the initial construction traffic, and required if the developer utilized Hunters Ridge, the developer would be responsible to complete an overlay of Hunter's Ridge Road. City Administrator Beise noted further Bellwether phases were located to the north with the north access, so the developer did not utilize Hunter's Ridge Road, and was not required to participate financially in an overlay.

Craig Espelien, 19251 102nd Place, reviewed resident concerns regarding the single-entry point for construction traffic in the Bellwether development. Mr. Espelien reviewed his discussions with Hennepin County MNDot indicated one single-entry point for construction traffic is a public safety hazard. Mr. Espelien noted the single-point entry from Stieg Road is taking place approximately ½ mile into the development. Mr. Espelien reviewed there are 240 occupied, 40 that are in the process of closing, and another 274 homes to be completed that are in the construction traffic pathway. Mr. Espelien noted Saturdays are very high construction traffic days. Mr. Espelien reviewed options for the City to consider creating another construction access point. Mr. Espelien opined the developer would be responsible for the cost as the developer has created the public safety hazard. Mr. Espelien proposed a Hunter's Ridge connection, or a temporary road through a cul-de-sac in the Amberly development on the back side of the Bellwether development or utilizing a temporary road access near the entrance to the Bellwether development. Mr. Espelien noted an existing ordinance Council may consider in determining what is considered an unusual noise related to the construction traffic. Mr. Espelien noted tax revenue from the Bellwether development, the early stages of road infrastructure and maintenance, and opined on the difficulties of living near the construction access point, and mentioned the dump truck engine braking that is also occurring at the stop sign. Mr. Espelien opined on an existing point for construction traffic at Hunter's Ridge Road would reduce 50 percent of the traffic moving past Bellwether residents currently residing at the point of construction traffic. Mr. Espelien reviewed the amount of construction vehicles, the number of construction worker's vehicles, and the lengthy construction hours of operation. Mr. Espelien

requested Council contact Pulte's Vice President of Construction Curtis Johnson, to incorporate change of the scheduled work hours, and practices of construction traffic utilizing the roads within the development. Mr. Espelien requested Council to authorize increasing fines for increasing infractions regarding construction traffic and operations.

Council reviewed the hours of operation for construction hours, and noted incorporating construction signs on Stieg Road, and noted updating the ordinance to include escalating fines continued infractions. Council and staff discussed options available within the development agreement, utilizing an enforcement clause for construction hours, and limitations on enforcement. Council noted placing the warning signs up and review in a month to see if there is improvement. Council and staff discussed educating construction workers who may not be aware of what the construction hours are, including Pulte Homes as a responsible entity, and recognizing the worker's disadvantage in understanding the developer's construction rules and policies. Council and resident discussed adding speed bumps on Stieg Road to slow traffic down and noted speed bumps would accelerate the noise as the construction traffic when empty would create additional construction noise. Director of Public Safety Gottschalk added speed bumps are not normally recommended on local roadways, and collector roadways would not be advisable, but staff can consult with traffic engineers. Council discussed possible language to include in future development contracts regarding construction traffic.

MOTION: made by McKee, seconded by Nichols, to authorize staff to review and implement a construction sign that includes language for construction hours and policies.

Voting Aye: McKee, Nichols, and Vehrenkamp

(Motion carried 3:0)

Council discussed creating an ordinance section on engine braking, and discussed changing the behavior in specific areas of the City where more complaints are received. Council noted reviewing construction traffic in the next development and communication by developer, and issue of late or early construction hours and when and where it is happening. Staff noted contact information within development contracts. Council noted review of ordinance and escalating fines for continued infractions. Council and staff discussed radar speed limit signs on collector roads.

a. Schedule Work Sessions

Mayor McKee called for work sessions October 27, 2022, and November 10, 2022, at 5:30 pm.

b. Charter Commission Appointments

MOTION: made by Nichols, seconded by Vehrenkamp to reappoint Brian Lother and George Gmach to the Charter Commission with terms expiring October 5, 2026.

Voting Aye: McKee, Nichols, and Vehrenkamp

(Motion carried 3:0)

c. Holiday Food and Toy Drive

MOTION: made by McKee, seconded by Vehrenkamp to authorize to proceed with planning and seeking donations for the Holiday Toy and Food Drive, scheduled for Wednesday, December 7, 2022.

Voting Aye: McKee, Nichols, and Vehrenkamp

(Motion carried 3:0)

d. Canvassing General Election 2022

Mayor McKee called for meeting on November 14, 2022, at 5:00 pm to canvass the November 8, 2022, General Election.

11. Staff Reports

a. Active Planning Applications

Council received reports.

12. 2022 City Council Schedule

Council received schedule.

13. Adjournment

MOTION: made by Nichols, seconded by Vehrenkamp to adjourn.

Voting Aye: McKee, Nichols, and Vehrenkamp

(Motion carried 3:0)

Meeting adjourned at 10:37 pm on September 22, 2022.

Michelle Friedrich – City Clerk

Agenda Item 7b.
Council Meeting Date: 5/25/2023
Prepared By: Maggie Ung

FINANCIAL CLAIMS

CHECK RANGE

FUND #500 ESCROW CLAIMS

Paid to	Amount	Project name
SEE THE REGISTER FOR #500 CLAIMS		
Total	$0.00	
Total Fund #500 =		$ -
(See attached Payments Detail)		

ALL OTHER FINANCIAL CLAIMS

Check Register		$387,951.17
(See attached Check Detail Registers)		
Total Checks	**$**	**387,951.17**
Total of Auto Deductions	**$**	**268,420.56**
TOTAL EXPENDITURES FOR APPROVAL	**$**	**656,371.73**

Auto Deductions / Electronic Fund Transfer / Other Disbursements

Date	Paid to	Amount	Description
5/4/2023	MN State - Empower	$ 5,708.17	Employee Deferred Comp/Healthcare Savings
5/4/2023	Optum Bank	$ 4,526.35	Employee HSA
5/4/2023	MN PERA	$ 24,962.31	Employee Pension
5/4/2023	ADP	$ 113,478.19	Net Payroll and Taxes
5/8/2023	RevTrak	$ 783.87	Credit Card Processing Fee
5/8/2023	InvoiceCloud	$ 1,223.78	Credit Card Processing Fee
5/12/2023	ADP	$ 333.96	Payroll Processing Fee
5/15/2023	Postalia	$ 400.00	Postage
5/16/2023	MN Dept of Revenue	$ 60.42	Fuel Tax
5/18/2023	ADP	$ 116,943.51	Net Payroll and Taxes
Total		$ 268,420.56	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF CORCORAN
EXP CHECK RUN DATES 05/12/2023 - 05/25/2023
JOURNALIZED
PAID - CHECK TYPE: PAPER CHECK
CHECK REGISTER - COUNCIL

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 33782							
100-45100-50300	05/10/23	MN BCA	2023 BASEBALL BACKGROUND CHECKS	05102023	05/10/23	30.00	33782
			Total For Check 33782			30.00	
Check 33783							
100-45200-50210	05/10/23	ACME TOOLS	GASOLINE SAFETY CANS	11272828	05/25/23	183.98	33783
			Total For Check 33783			183.98	
Check 33784							
100-43100-50210	05/17/23	ACME TOOLS	MILWAUKEE DRILL AND BITS	11298962	05/25/23	34.05	33784
100-45200-50210	05/16/23	ACME TOOLS	MILWAUKEE TOOLS	11292458	05/25/23	546.00	33784
			Total For Check 33784			580.05	
Check 33785							
100-43100-50225	05/01/23	ADVANCED DRAINAGE SYSTEMS	60" HP DWALL	20782192	05/25/23	9,555.00	33785
			Total For Check 33785			9,555.00	
Check 33786							
100-41920-50210	05/11/23	AMAZON CAPITAL SERVICES	DUAL MONITOR DOCKING STATION/ USB	19LX-V6F6-1H7G	05/25/23	559.07	33786
100-42100-50207	05/09/23	AMAZON CAPITAL SERVICES	PORTABLE POWER STATION	171Q-KM9P-DDP7	05/25/23	1,000.00	33786
100-42100-50207	05/12/23	AMAZON CAPITAL SERVICES	PORTABLE SPEAKER / HDMI CABLE / PO	1CL1-JW96-7NWL	05/25/23	185.00	33786
100-42100-50210	05/09/23	AMAZON CAPITAL SERVICES	PORTABLE POWER STATION	171Q-KM9P-DDP7	05/25/23	998.00	33786
100-42100-50210	05/12/23	AMAZON CAPITAL SERVICES	PORTABLE SPEAKER / HDMI CABLE / PO	1CL1-JW96-7NWL	05/25/23	185.93	33786
100-42100-50210	05/15/23	AMAZON CAPITAL SERVICES	DISPOSABLE NITRILE INDUSTRIAL GLOV	111L-6WYR-14FW	05/25/23	149.99	33786
			Total For Check 33786			3,077.99	
Check 33787							
100-42100-50210	04/29/23	AXON ENTERPRISE, INC.	TASER 7 BUNDLE & CARTRIDGES	INUS154411	05/25/23	6,779.98	33787
			Total For Check 33787			6,779.98	
Check 33788							
100-41900-50212	05/02/23	BEAUDRY OIL COMPANY	UNLEADED 87	2340497	05/25/23	17.97	33788
100-42100-50212	05/02/23	BEAUDRY OIL COMPANY	UNLEADED 87	2340497	05/25/23	790.85	33788
100-43100-50212	05/02/23	BEAUDRY OIL COMPANY	UNLEADED 87	2340497	05/25/23	89.87	33788
			Total For Check 33788			898.69	
Check 33789							
416-42100-50550	05/16/23	BLACKFIRE CREATIVE	2023 EXPLORER K9 SQUAD 566 - 3/4 W	6712	05/25/23	2,560.00	33789
			Total For Check 33789			2,560.00	
Check 33790							
416-42100-50210	04/19/23	BROWNELLS, INC.	SHIPPING FEE	3001042889 - 2	05/25/23	12.50	33790
			Total For Check 33790			12.50	
Check 33791							
100-00000-21709	01/31/22	RYAN BURNS	DIRECT DEPOSIT RETURNED	18H88-A	05/25/23	550.00	33791
			Total For Check 33791			550.00	
Check 33792							
100-41920-50210	04/30/23	CANVAS SOLUTIONS INC	CANVAS SUBSCRIPTION	INV00129695	05/25/23	260.87	33792
			Total For Check 33792			260.87	
Check 33793							
100-41900-50380	05/05/23	CENTERPOINT ENERGY	GAS BILL - APRIL 2023	04-2023	05/25/23	145.67	33793
			Total For Check 33793			145.67	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 33794							
100-41920-50300	02/07/23	CERTIFIED CRIME FIGHTER INC	2023 ANNUAL SUBSCRIPTION	44999	05/25/23	1,008.00	33794
			Total For Check 33794			1,008.00	
Check 33795							
100-45100-50207	05/11/23	CHRISTENSEN BUCK, JESSICA	TUITION REIMBURSEMENT	05112023	05/25/23	2,091.60	33795
			Total For Check 33795			2,091.60	
Check 33796							
100-43100-50400	05/03/23	CINTAS - 470	LG BATH TOWEL BLUE	4154360849	05/25/23	55.12	33796
100-43100-50400	05/03/23	CINTAS - 470	CRT BLUE/CABINET	4154360837	05/25/23	87.81	33796
100-43100-50400	05/10/23	CINTAS - 470	SM SHOP TWL RED / CRT BLUE - CABIN	4155050416	05/25/23	132.52	33796
100-43100-50400	05/10/23	CINTAS - 470	LG BATH TOWEL BLUE	4155050371	05/25/23	55.12	33796
100-43100-50400	05/10/23	CINTAS - 470	GRAY MICROFIBER WIPES	4155050181	05/25/23	18.20	33796
100-43100-50400	05/17/23	CINTAS - 470	LG BATH TOWEL BLUE	4155806916	05/25/23	55.12	33796
100-43100-50400	05/17/23	CINTAS - 470	CRT BLUE/CABINET	4155806877	05/25/23	87.81	33796
100-43100-50417	05/03/23	CINTAS - 470	UNIFORMS	4154361025	05/25/23	194.17	33796
100-43100-50417	05/10/23	CINTAS - 470	UNIFORMS	4155050444	05/25/23	194.17	33796
100-43100-50417	05/17/23	CINTAS - 470	UNIFORMS	4155807063	05/25/23	194.17	33796
			Total For Check 33796			1,074.21	
Check 33797							
100-41900-50321	05/05/23	COMCAST - 0023202	CITY HALL/POLICE INTERNET	05052023	05/25/23	269.18	33797
100-42100-50321	05/05/23	COMCAST - 0023202	CITY HALL/POLICE INTERNET	05052023	05/25/23	269.17	33797
			Total For Check 33797			538.35	
Check 33798							
100-43100-50380	05/01/23	COMCAST - 930899035	PW INTERNET	172571512	05/25/23	295.05	33798
			Total For Check 33798			295.05	
Check 33799							
100-43125-50210	01/13/23	COMPASS MINERALS	SALT SUPPLIES	1115429	05/25/23	2,444.95	33799
100-43125-50210	01/13/23	COMPASS MINERALS	SALT SUPPLIES	1115870	05/25/23	2,111.01	33799
			Total For Check 33799			4,555.96	
Check 33800							
100-41920-50210	05/10/23	COMPUTER INTEGRATION TECH	11 MONTH SUB ACROBAT STANDARD DC	350062	05/25/23	313.28	33800
100-41920-50210	05/10/23	COMPUTER INTEGRATION TECH	LENOVO THINKVISION 27" MONITORS	350061	05/25/23	1,245.00	33800
100-41920-50210	05/15/23	COMPUTER INTEGRATION TECH	LENOVO DEPOT - POST WARRANTY - 2 Y	350407	05/25/23	597.00	33800
100-41920-50300	04/30/23	COMPUTER INTEGRATION TECH	IT SUPPORT SERVICES	349251	05/25/23	4,765.00	33800
100-41920-50300	05/15/23	COMPUTER INTEGRATION TECH	MONTHLY BILLING FOR MAY 2023	349770	05/25/23	1,754.00	33800
100-41920-50300	05/15/23	COMPUTER INTEGRATION TECH	MONTHLY BILLING FOR JUNE (SIRIS 4	350141	05/25/23	885.00	33800
100-41920-50300	05/15/23	COMPUTER INTEGRATION TECH	MONTHLY BILLING FOR MANAGED SERVIC	350456	05/25/23	4,416.50	33800
			Total For Check 33800			13,975.78	
Check 33801							
100-42100-50438	05/04/23	CORCORAN PET CARE CENTER, LL	K9 CARE	05042023	05/25/23	195.73	33801
100-42100-50438	05/08/23	CORCORAN PET CARE CENTER, LL	K9 VET CARE	64984	05/25/23	205.28	33801
			Total For Check 33801			401.01	
Check 33802							
100-41900-50210	04/30/23	CULLIGAN BOTTLED WATER	OFFICE WATER	114X91080107	05/25/23	59.59	33802
			Total For Check 33802			59.59	
Check 33803							
416-43100-50580	05/09/23	DERSON MFG	3300 GALLON WATER TANK	41401	05/25/23	11,950.00	33803

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 33803							
			Total For Check 33803			11,950.00	
Check 33804							
100-41900-50350	05/04/23	ECM PUBLISHERS INC	ORDINANCE NO. 2023-484	945710	05/25/23	95.20	33804
			Total For Check 33804			95.20	
Check 33805							
100-42200-50300	03/02/23	CITY OF HANOVER	2023 2ND QTR FIRE PROTECTION	QTR2_2023	05/25/23	19,414.58	33805
			Total For Check 33805			19,414.58	
Check 33806							
100-42100-50305	04/30/23	HENN CO SHERIFF	JAIL CHARGES APRIL 2023	1000205778	05/25/23	614.33	33806
			Total For Check 33806			614.33	
Check 33807							
100-41910-50300	05/03/23	HENNEPIN COUNTY ACCOUNTS REC	VIEW RECORDED DOCUMENTS	1000206433	05/25/23	10.00	33807
			Total For Check 33807			10.00	
Check 33808							
100-42100-50323	05/02/23	HENNEPIN COUNTY ACCOUNTS REC	POLICE RADIO LEASE 04/2023	1000205961	05/25/23	1,442.97	33808
			Total For Check 33808			1,442.97	
Check 33809							
100-43100-50323	05/02/23	HENNEPIN COUNTY TREASURER	PUBLIC WORKS RADIO LEASE APRIL 23	1000206028	05/25/23	323.88	33809
			Total For Check 33809			323.88	
Check 33810							
100-43100-50323	04/05/23	HENNEPIN COUNTY INFO TECH	RADIO FLEET FEE MARCH 2023	1000204796	05/25/23	323.88	33810
			Total For Check 33810			323.88	
Check 33811							
100-41900-50300	03/14/23	HENNEPIN COUNTY TAXPAYER SRV	SPECIAL ASSESSMENTS - TAXES PAYABL	0323-52	05/25/23	352.10	33811
			Total For Check 33811			352.10	
Check 33812							
408-43100-50304	05/11/23	KENNEDY & GRAVEN, CHARTERED	SERIES 2023A BOND ISSUANCE LEGAL F	05112023	05/25/23	220.00	33812
408-48010-50304	05/11/23	KENNEDY & GRAVEN, CHARTERED	SERIES 2023A BOND ISSUANCE LEGAL F	05112023	05/25/23	2,280.00	33812
419-43100-50304	05/11/23	KENNEDY & GRAVEN, CHARTERED	SERIES 2023A BOND ISSUANCE LEGAL F	05112023	05/25/23	810.00	33812
601-49400-50304	05/11/23	KENNEDY & GRAVEN, CHARTERED	SERIES 2023A BOND ISSUANCE LEGAL F	05112023	05/25/23	19,190.00	33812
			Total For Check 33812			22,500.00	
Check 33813							
100-43100-50212	05/02/23	LUBE-TECH & PARTNERS, LLC	MOBILE OIL 15W-40	3195158	05/25/23	1,865.24	33813
			Total For Check 33813			1,865.24	
Check 33814							
100-42100-50207	05/11/23	LUXEDO	TRAINING - SPELLACY	CL026	05/25/23	500.00	33814
100-42100-50210	05/11/23	LUXEDO	TRAINING - SPELLACY	CL026	05/25/23	424.10	33814
			Total For Check 33814			924.10	
Check 33815							
100-41600-50300	05/08/23	MADDEN, GALANTER, HANSEN LLP	LEGAL FEES APRIL 2023	05082023	05/25/23	2,414.80	33815
			Total For Check 33815			2,414.80	
Check 33816							

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 33816							
100-41900-50210	05/11/23	MENARDS MAPLE GROVE	WASP SPRAY AND PRIMER	16632	05/25/23	30.49	33816
100-43100-50210	04/30/23	MENARDS MAPLE GROVE	POSTRITE MAG POST LEVEL	16052	05/25/23	6.69	33816
100-43201-50210	05/05/23	MENARDS MAPLE GROVE	EMERGENCY PONCHO/NITRILE GLOVES	16328	05/25/23	23.63	33816
100-45100-50210	05/11/23	MENARDS MAPLE GROVE	WASP SPRAY AND PRIMER	16632	05/25/23	15.39	33816
			Total For Check 33816			76.20	
Check 33817							
100-00000-20205	05/16/23	METLIFE	JUNE 2023 DENTAL INSURANCE	06012023	05/25/23	29.17	33817
100-41320-50130	05/16/23	METLIFE	JUNE 2023 DENTAL INSURANCE	06012023	05/25/23	96.28	33817
100-41400-50130	05/16/23	METLIFE	JUNE 2023 DENTAL INSURANCE	06012023	05/25/23	58.34	33817
100-41500-50130	05/16/23	METLIFE	JUNE 2023 DENTAL INSURANCE	06012023	05/25/23	58.34	33817
100-41910-50130	05/16/23	METLIFE	JUNE 2023 DENTAL INSURANCE	06012023	05/25/23	147.36	33817
100-42100-50130	05/16/23	METLIFE	JUNE 2023 DENTAL INSURANCE	06012023	05/25/23	281.58	33817
100-42102-50130	05/16/23	METLIFE	JUNE 2023 DENTAL INSURANCE	06012023	05/25/23	59.85	33817
100-42400-50130	05/16/23	METLIFE	JUNE 2023 DENTAL INSURANCE	06012023	05/25/23	59.85	33817
100-43100-50130	05/16/23	METLIFE	JUNE 2023 DENTAL INSURANCE	06012023	05/25/23	148.87	33817
100-45100-50130	05/16/23	METLIFE	JUNE 2023 DENTAL INSURANCE	06012023	05/25/23	14.59	33817
100-45200-50130	05/16/23	METLIFE	JUNE 2023 DENTAL INSURANCE	06012023	05/25/23	14.58	33817
			Total For Check 33817			968.81	
Check 33818							
602-49450-50312	05/04/23	METROPOLITAN COUNCIL ENVIRO	WASTE WATER SERVICES 06/2023	0001156743	05/25/23	17,081.40	33818
			Total For Check 33818			17,081.40	
Check 33819							
602-00000-20800	04/30/23	METROPOLITAN COUNCIL	APRIL 2023 SAC CHARGES	04012023	05/25/23	27,335.00	33819
602-00000-36200	04/30/23	METROPOLITAN COUNCIL	APRIL 2023 SAC CHARGES	04012023	05/25/23	(273.35)	33819
			Total For Check 33819			27,061.65	
Check 33821							
100-00000-20802	03/31/23	MN DEPT OF LABOR & INDUSTRY	Q1 2023 BUILDING PERMIT SURCHARGE	03_2023	05/25/23	11,961.52	33821
			Total For Check 33821			11,961.52	
Check 33822							
314-47000-50611	04/18/23	MOODY S INVESTORS SERVICE, I	GENERAL OBLIGATION BONDS, SERIES 2	P0431326	05/25/23	33,500.00	33822
			Total For Check 33822			33,500.00	
Check 33823							
100-00000-21710	05/15/23	NATALIE DAVIS MCKEOWN	DEPENDENT CARE REIMBURSEMENT	05152023	05/25/23	192.31	33823
			Total For Check 33823			192.31	
Check 33824							
100-43100-50225	05/04/23	NORTHERN DEWATERING, INC.	PUMP RENTAL 5/2/23 TO 5/3/23	41503	05/25/23	449.30	33824
			Total For Check 33824			449.30	
Check 33825							
100-41900-50401	05/12/23	NORTHWEST CARPET CLEANERS	CITY HALL CARPET CLEANING	25499	05/25/23	2,100.00	33825
			Total For Check 33825			2,100.00	
Check 33826							
100-45100-50300	08/01/22	NW AREA JAYCEES	2022 BEAN BAG TOURNAMENT	2022	05/25/23	600.00	33826
			Total For Check 33826			600.00	
Check 33827							
100-43121-50224	05/04/23	OMANN BROTHERS, INC.	PATCHING	16675	05/25/23	3,206.35	33827

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 33827							
100-43121-50224	05/11/23	OMANN BROTHERS, INC.	PATCHING	16716	05/25/23	129.20	33827
100-43121-50224	05/10/23	OMANN BROTHERS, INC.	PATCHING	16703	05/25/23	425.85	33827
			Total For Check 33827			3,761.40	
Check 33828							
100-43100-50223	04/27/23	PROLINE, INC. - WATERTOWN	BRUSH/FOAM CANNON, SOAP BOTTLE/TRU	148684	05/25/23	773.00	33828
			Total For Check 33828			773.00	
Check 33829							
416-43100-50580	04/17/23	QUALITY FORKLIFT SALES & SER	2022 SKYJACK: SCISSORS LIFT (SN:18	W02109	05/25/23	18,495.00	33829
			Total For Check 33829			18,495.00	
Check 33830							
100-41900-50380	04/30/23	REPUBLIC SERVICES	CITY HALL GARBAGE APRIL 2023	0894-006216846	05/25/23	404.69	33830
100-43100-50380	04/30/23	REPUBLIC SERVICES	PUBLIC WORKS GARBAGE APRIL 2023	0894-006217715	05/25/23	421.77	33830
100-43201-50300	04/30/23	REPUBLIC SERVICES	CITY RECYCLING APRIL 2023	0894-006220296	05/25/23	872.09	33830
100-45200-50380	04/30/23	REPUBLIC SERVICES	WILDFLOWER PARK GARBAGE MAY 2023	0894-006218921	05/25/23	112.39	33830
100-45200-50380	04/30/23	REPUBLIC SERVICES	CITY PARK GARBAGE MAY 2023	0894-006216687	05/25/23	1.49	33830
			Total For Check 33830			1,812.43	
Check 33831							
100-41900-50200	05/03/23	RITEWAY BUSINESS FORMS	AP CHECKS	23-31118	05/25/23	195.30	33831
			Total For Check 33831			195.30	
Check 33832							
100-43100-50225	05/09/23	ROCK ON TRUCKS, INC	GRAVEL	0034889	05/25/23	217.34	33832
			Total For Check 33832			217.34	
Check 33833							
100-00000-22205	03/09/23	STANTEC CONSULTING SERVICES	RED BARN FEASIBILITY STUDY	2075872	05/25/23	5,026.80	33833
100-00000-22205	05/02/23	STANTEC CONSULTING SERVICES	HOPE COMMUNITY 22-074	2075320	05/25/23	7,660.40	33833
100-00000-22205	05/02/23	STANTEC CONSULTING SERVICES	CR 116 & HUNTERS RIDGE TURN LANE I	2075404	05/25/23	9,285.65	33833
100-00000-22205	05/02/23	STANTEC CONSULTING SERVICES	PROTECH	2075375	05/25/23	760.20	33833
100-00000-22205	05/02/23	STANTEC CONSULTING SERVICES	WCA	2075338	05/25/23	1,768.00	33833
100-00000-22205	05/02/23	STANTEC CONSULTING SERVICES	REFUGE AT RUSH CREEK WETLAND BANK	2075329	05/25/23	203.00	33833
100-00000-22205	05/02/23	STANTEC CONSULTING SERVICES	SCHERBER COUNTY ROAD 30	2075327	05/25/23	246.50	33833
100-00000-22205	05/02/23	STANTEC CONSULTING SERVICES	AMIRA VILLAGE	2075326	05/25/23	1,405.30	33833
100-00000-22205	05/02/23	STANTEC CONSULTING SERVICES	KARINIEMI-WICHT 23-004	2075325	05/25/23	1,567.80	33833
100-00000-22205	05/02/23	STANTEC CONSULTING SERVICES	RED BARN PET RETREAT 23-008	2075321	05/25/23	3,536.00	33833
100-00000-22205	05/02/23	STANTEC CONSULTING SERVICES	HACKAMORE ROAD ASSISTANCE / LAKEVI	2075409	05/25/23	4,673.60	33833
100-00000-22205-017	05/02/23	STANTEC CONSULTING SERVICES	COOK LAKE TURN LANE	2075542	05/25/23	24,790.20	33833
100-00000-22205-017	05/02/23	STANTEC CONSULTING SERVICES	COOK LAKE HIGHLANDS	2075307	05/25/23	1,392.28	33833
100-00000-22205-056	05/02/23	STANTEC CONSULTING SERVICES	TAVERA	2075313	05/25/23	5,478.42	33833
100-00000-22205-056	05/02/23	STANTEC CONSULTING SERVICES	WCA	2075338	05/25/23	355.00	33833
100-00000-22205-058	05/02/23	STANTEC CONSULTING SERVICES	RAVINIA ENGINEERING FEES	2075304	05/25/23	2,544.80	33833
100-00000-22205-076	05/02/23	STANTEC CONSULTING SERVICES	NELSON TRUCKING ENGINEERING FEES	2075314	05/25/23	275.50	33833
100-00000-22205-087	05/02/23	STANTEC CONSULTING SERVICES	AMBERLY 1, 2 / BELLWETHER 6, 7, 9	2075318	05/25/23	849.80	33833
100-00000-22205-087	05/02/23	STANTEC CONSULTING SERVICES	BELLWETHER ORIGINAL ENG ESCROW	2075305	05/25/23	1,695.88	33833
100-00000-22205-087	05/02/23	STANTEC CONSULTING SERVICES	STIEG ROAD IMPROVEMENTS	2075398	05/25/23	690.40	33833
100-00000-22205-098	05/02/23	STANTEC CONSULTING SERVICES	RUSH CREEK RESERVE	2075316	05/25/23	1,132.70	33833
100-00000-22205-098	05/02/23	STANTEC CONSULTING SERVICES	WCA	2075338	05/25/23	158.00	33833
100-00000-22205-111	05/02/23	STANTEC CONSULTING SERVICES	GARAGES TOO	2075324	05/25/23	580.00	33833
100-00000-22205-117	05/02/23	STANTEC CONSULTING SERVICES	ST. THERESE DEVELOPMENT	2075323	05/25/23	1,105.46	33833
100-00000-22205-128	05/02/23	STANTEC CONSULTING SERVICES	WRIGHT HENNEPIN SUBSTATION II	2075331	05/25/23	93.60	33833

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Check 33833							
100-00000-22205-130	05/02/23	STANTEC CONSULTING SERVICES	CITY CENTER DRIVE AND 79TH PLACE S	2075399	05/25/23	14,952.05	33833
100-00000-22205-132	05/02/23	STANTEC CONSULTING SERVICES	PULTE WALCOTT GLEN	2075317	05/25/23	2,278.30	33833
100-42400-50303	03/09/23	STANTEC CONSULTING SERVICES	NEW CONSTRUCTION INSPECTION	2075882	05/25/23	4,188.60	33833
100-42400-50303	05/02/23	STANTEC CONSULTING SERVICES	NEW CONSTRUCTION INSPECTION	2075374	05/25/23	3,061.60	33833
100-43170-50300	03/09/23	STANTEC CONSULTING SERVICES	CITY OF CORCORAN 2023 GENERAL ENGI	2075922	05/25/23	5,512.40	33833
100-43170-50300	05/02/23	STANTEC CONSULTING SERVICES	CITY OF CORCORAN 2023 GENERAL ENGI	2075298	05/25/23	8,126.00	33833
100-43170-50309	03/09/23	STANTEC CONSULTING SERVICES	CITY OF CORCORAN 2023 GENERAL ENGI	2075922	05/25/23	2,200.00	33833
100-43170-50309	05/02/23	STANTEC CONSULTING SERVICES	CITY OF CORCORAN 2023 GENERAL ENGI	2075298	05/25/23	852.00	33833
408-48005-50300	05/02/23	STANTEC CONSULTING SERVICES	66TH STREET DESIGN AND CONSTRUCTIO	2075332	05/25/23	565.99	33833
408-48007-50300	05/02/23	STANTEC CONSULTING SERVICES	CORCORAN TRAIL IMPROVEMENTS	2075392	05/25/23	128.80	33833
408-48009-50303	05/02/23	STANTEC CONSULTING SERVICES	BRIDGE REPLACEMENTS DESIGN	2075391	05/25/23	14,320.80	33833
408-48010-50300	05/02/23	STANTEC CONSULTING SERVICES	CITY CENTER DRIVE AND 79TH PLACE	2075397	05/25/23	1,306.10	33833
419-43100-50304	05/02/23	STANTEC CONSULTING SERVICES	HACKAMORE ROAD ASSISTANCE / LAKEVI	2075409	05/25/23	444.00	33833
601-49400-50300	05/02/23	STANTEC CONSULTING SERVICES	NE CORCORAN WATER TOWER - FINAL DE	2075400	05/25/23	1,448.40	33833
601-49400-50303	03/09/23	STANTEC CONSULTING SERVICES	NEW CONSTRUCTION INSPECTION	2075882	05/25/23	459.15	33833
601-49400-50303	05/02/23	STANTEC CONSULTING SERVICES	TEST WELL #2	2075396	05/25/23	106.80	33833
601-49400-50303	05/02/23	STANTEC CONSULTING SERVICES	NEW CONSTRUCTION INSPECTION	2075374	05/25/23	234.20	33833
601-49400-50303	05/02/23	STANTEC CONSULTING SERVICES	WATER UTILITY	2075341	05/25/23	148.00	33833
601-49400-50303	05/02/23	STANTEC CONSULTING SERVICES	2020 SE CORCORAN TRUNK WATERMAIN	2075335	05/25/23	128.80	33833
601-49400-50303	05/02/23	STANTEC CONSULTING SERVICES	CORCORAN TRUNK INFRASTRUCTURE	2075402	05/25/23	232.00	33833
602-49450-50303	03/09/23	STANTEC CONSULTING SERVICES	NEW CONSTRUCTION INSPECTION	2075882	05/25/23	459.15	33833
602-49450-50303	05/02/23	STANTEC CONSULTING SERVICES	NEW CONSTRUCTION INSPECTION	2075374	05/25/23	234.20	33833
602-49450-50303	05/02/23	STANTEC CONSULTING SERVICES	SEWER UTILITY	2075339	05/25/23	130.00	33833
			Total For Check 33833			138,792.63	
Check 33834							
100-45200-50210	12/14/22	TERMINAL SUPPLY CO	LED WORK LIGHTS / CABLE TIES / HAN	95430-00	05/25/23	410.09	33834
			Total For Check 33834			410.09	
Check 33835							
100-42100-50417	05/01/23	TIDE CLEANERS	APRIL 2023 - DRY CLEANING	05012023	05/25/23	213.73	33835
			Total For Check 33835			213.73	
Check 33836							
100-45200-50221	05/10/23	TWIN CITY SEED CO.	GRASS SEED	53796	05/25/23	810.00	33836
			Total For Check 33836			810.00	
Check 33837							
100-00000-15500	05/13/23	CREDIT CARD PURCHASES	ZOOM VIDEO SUBSCRIPTION	INV201929629	05/25/23	312.46	33837
100-41110-50210	05/13/23	CREDIT CARD PURCHASES	ZOOM VIDEO SUBSCRIPTION	INV201929629	05/25/23	437.44	33837
100-41900-50210	04/18/23	MINNESOTA OFFICE FURNITURE	DESK AND ROLLING PEDESTAL	102587	05/25/23	600.00	33837
100-41920-50300	05/05/23	DROPBOX INC	DROPBOX SIGN YEARLY SUBSCRIPTION	DC8A619-001	05/25/23	99.99	33837
100-42100-50207	04/13/23	CREDIT CARD PURCHASES	VITTA PIZZA - TRAINING - MEAL ADJU	236999ADJ	05/25/23	(0.30)	33837
100-42100-50207	05/02/23	CREDIT CARD PURCHASES	TRAINING MEALS - T. SPELLACY	05022023	05/25/23	26.40	33837
100-42100-50207	05/04/23	CREDIT CARD PURCHASES	THE BURGER PLACE - TRAINING MEALS	159	05/25/23	17.82	33837
100-42100-50207	04/11/23	CREDIT CARD PURCHASES	UBER - TRANSPORTATION - (R. BURNS)	04112023 -1955	05/25/23	8.80	33837
100-42100-50207	04/12/23	CREDIT CARD PURCHASES	URSA MINOR - TRAINING - MEALS	352961	05/25/23	49.84	33837
100-42100-50207	05/10/23	CREDIT CARD PURCHASES	US POLICE CANINE ASSOCIATION (C. D	05102023	05/25/23	75.00	33837
100-42100-50207	01/20/23	CREDIT CARD PURCHASES	BCA TRAINING ADJUSTMENT	4183539126 ADJ	05/25/23	(1,500.00)	33837
100-42100-50207	05/04/23	I-94 WEST CHAMBER	LUNCHEON	64350055892	05/25/23	160.00	33837
100-42100-50212	04/14/23	CREDIT CARD PURCHASES	SPEEDWAY - FUEL FOR TRAINING - T.	1485434	05/25/23	50.75	33837
100-42100-50212	04/22/23	HOLIDAY COMPANIES	FUEL	75899	05/25/23	46.96	33837
100-42100-50300	05/09/23	FLEETIO	SQUAD MAINTENANACE	612928	05/25/23	60.00	33837
100-43201-50210	05/06/23	CREDIT CARD PURCHASES	CLEAN-UP DAY - MEALS	2305060001	05/25/23	224.57	33837

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Check 33837							
100-43201-50210	05/06/23	CREDIT CARD PURCHASES	CLEAN-UP DAY - ICE	05062023 - 0701	05/25/23	10.99	33837
100-43201-50210	05/06/23	CREDIT CARD PURCHASES	CLEAN-UP DAY - MEALS	05062023 - 0631	05/25/23	166.20	33837
100-45100-50207	05/15/23	CREDIT CARD PURCHASES	ADULT AND PEDIATRIC FIRST AID/CPR/	05152023	05/25/23	113.40	33837
100-45100-50210	05/16/23	CREDIT CARD PURCHASES	BASEBALL MEDALS/RIBBONS	12668569	05/25/23	429.39	33837
100-45100-50210	05/08/23	MENARDS MAPLE GROVE	PUTTY KNIVES - BASE PLUG CLEANERS	83994	05/25/23	2.98	33837
204-42100-50210	04/16/23	CREDIT CARD PURCHASES	DIMAGIO'S PIZZA - FIREARM SAFETY M	04162023.2	05/25/23	9.08	33837
204-42100-50210	05/09/23	CREDIT CARD PURCHASES	COSTCO - REPLACMENT CANOPY ROOF CO	1025832742	05/25/23	86.01	33837
205-42100-50210	05/16/23	CREDIT CARD PURCHASES	TRUETIMBER - FIREARMS SAFETY - TEC	TTC-31332	05/25/23	23.68	33837
601-49400-50200	05/09/23	DELUXE	WINDOW ENVELOPES	9001267511	05/25/23	161.42	33837
602-49450-50220	05/09/23	DELUXE	WINDOW ENVELOPES	9001267511	05/25/23	161.42	33837
			Total For Check 33837			1,834.30	
Check 33838							
100-41900-50321	04/26/23	VERIZON WIRELESS	PD/CH CELL PHONE	9933459649	05/25/23	133.45	33838
100-42100-50321	04/26/23	VERIZON WIRELESS	PD/CH CELL PHONE	9933459649	05/25/23	515.84	33838
100-42100-50323	04/26/23	VERIZON WIRELESS	PD/CH CELL PHONE	9933459649	05/25/23	343.09	33838
			Total For Check 33838			992.38	
Check 33839							
100-43100-50220	05/09/23	WESTSIDE WHOLESALE TIRE	TIRES	923832	05/25/23	916.48	33839
100-43201-50210	05/09/23	WESTSIDE WHOLESALE TIRE	CLEAN-UP DAY (TIRE DISPOSAL)	924943	05/25/23	325.00	33839
			Total For Check 33839			1,241.48	
Check 33840							
100-00000-22205	05/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030467724	05/25/23	235.05	33840
100-00000-22205-007	05/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030467724	05/25/23	262.43	33840
100-00000-22205-056	05/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030467724	05/25/23	442.56	33840
100-00000-22205-065	05/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030467724	05/25/23	1,034.61	33840
100-00000-22205-087	05/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030467724	05/25/23	422.24	33840
100-00000-22205-098	05/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030467724	05/25/23	204.89	33840
100-41900-50381	05/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030467724	05/25/23	2,247.99	33840
100-41900-50381	04/19/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030409888	05/25/23	87.97	33840
100-42151-50381	05/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030467724	05/25/23	321.84	33840
100-43100-50381	05/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030467724	05/25/23	201.67	33840
100-45200-50381	05/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030467724	05/25/23	88.87	33840
601-49400-50380	05/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030467724	05/25/23	92.57	33840
602-49450-50380	05/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030467724	05/25/23	307.68	33840
			Total For Check 33840			5,950.37	
Check 33841							
419-43100-50303	05/05/23	WSB	HACKAMORE RD FINAL DESIGN & CONSTR	R-020743-000-10	05/25/23	6,249.50	33841
			Total For Check 33841			6,249.50	
Check 33842							
601-49400-50381	05/02/23	XCEL ENERGY	9820 CO RD 101 WATER METER	826640549	05/25/23	25.58	33842
			Total For Check 33842			25.58	
Check 33843							
100-43100-50381	05/08/23	XCEL ENERGY	9700 CTY RD 19 STREET LIGHT	827369764	05/25/23	27.80	33843
			Total For Check 33843			27.80	
Check 33844							
100-41900-50404	05/15/23	Z SYSTEMS, INC	ARC PANEL Q1 '23	84167	05/25/23	1,292.29	33844
			Total For Check 33844			1,292.29	

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Fund Totals:							
			Fund 100 GENERAL FUND			227,327.29	
			Fund 204 FIREARMS SAFETY			95.09	
			Fund 205 DWI FORFEITURE FUND			23.68	
			Fund 314 2023A DEBT SERVICE			33,500.00	
			Fund 408 PAVEMENT MANAGEMENT			18,821.69	
			Fund 416 CAPITAL-EQUIPMENT CERTS			33,017.50	
			Fund 419 HACKAMORE UPGRADE (LENNAR)			7,503.50	
			Fund 601 WATER			22,226.92	
			Fund 602 SEWER			45,435.50	
			Total For All Funds:			387,951.17	

STAFF REPORT Agenda Item: 7c.

City Council Meeting:	Prepared By:
May 25, 2023	Natalie Davis McKeown
Topic: Environmental Assessment Worksheet (EAW) for “Hope Community” (City File No. 22-074)	**Action Required:** Approval for distribution

Review Deadline: N/A

1. Request

Hope Community Church submitted a request to initiate a mandatory EAW for a mixed-use development currently known as “Hope Community.” This development will consist of 738 dwelling units in a variety of housing styles in addition to 4 commercial buildings with a combined area of 110,300 square feet. Project components include construction of 2 market-rate apartment buildings, 2 senior apartment buildings providing a continuum of care, 20 senior single-family homes, 54 townhomes units, 2 smaller commercial buildings anticipated for retail/office use, 2 three-story medical buildings, parking areas, expansion of the Hope Community Church Cemetery, a small playground/tot-lot area, access roads, trail facility, sewer/water utility improvements, and stormwater ponds.

The project area is currently utilized for a combination of uses, including Hope Community Church, an accessory daycare to the church, the associated cemetery, a homestead, and agriculture. Additionally, a 1.2-acre parcel within the site was sold to the City for construction of the City’s first water tower. The Minnesota Environmental Review Program rules require a mandatory EAW for new mixed residential and commercial projects of this magnitude. The Council authorized the preparation of the EAW at the January 12, 2023, regular meeting when the concept plan was reviewed.

2. Background

Under Minnesota Environmental Review Program rules, the City is the responsible governmental unit (RGU) tasked with preparing the EAW and determining whether the project has the potential for significant environmental effects.

The purpose of the environmental review process is to provide usable information to the project proposer, government decision-makers, and the public concerning the primary environmental effects of a proposed project. The EAW should identify measures to protect the environment that can later be imposed as conditions of approval in future development applications.

After the EAW comment period, if the Council finds that the EAW identifies significant environmental effects that cannot be mitigated or minimized, the City Council would order the preparation of an Environmental Impact Statement (EIS). An EIS does not necessarily disclose more information about potential impacts; but rather, its main purpose is to examine project alternatives and additional mitigative measures to lessen significant impacts identified in the EAW. Very few projects move to the EIS stage because, in most cases, the EAW does an adequate job of describing the potential impacts and identifying mitigative measures. Neither an EAW nor an EIS are a means to approve or deny a project. An EAW and/or EIS are additional sources of information to guide decisions.

The statutory standard for requiring an EIS is whether the project may result in significant environmental effects; it is not whether the EAW adequately disclosed information about potential impacts. Accordingly, if Council determines that the EAW does not disclose sufficient information about potential impacts, the Council could request additional information before making a decision on the need for an EIS.

3. Analysis

The Council is asked to consider approving the draft Hope Community EAW for distribution. This draft EAW document is required under the Minnesota Environmental Review rules for mixed residential and commercial developments.

When the Council approves the EAW for distribution, staff finalizes the draft document to send to the EQB and relevant agencies and initiate the 30-day comment period. Key dates under the tentative scheduled developed by staff are summarized in the table below.

Hope Community Development EAW Schedule	Key Dates
RGU approves for distribution	5/25/2023
Draft document distributed for comments	5/30/2023
Deadline for submission to EQB	5/30/2023
EQB Publication	6/6/2023
30-Day Comment Deadline	7/6/2023
Notice of Decision – Council	7/27/2023

No project approvals can be granted until the EAW process is completed.

4. Action

Move to approve the Hope Community EAW for distribution and comments and publication in the EQB. Following the EAW comment period, it will be brought to the City Council for action on the EAW.

Attachments:

1. Draft Corcoran Farms EAW dated May 2023

Hope Community Development Project

Draft Environmental Assessment Worksheet

May 2023

Prepared for:

City of Corcoran
8200 County Road 116
Corcoran, MN 55340

Prepared by:

Stantec Consulting Services Inc.
One Carlson Parkway, Suite 100
Plymouth, Minnesota 55426

Hope Community Development
Draft Environmental Assessment Worksheet

Proposer:
Hope Community Church, Brian & Jacque Lother & Corcoran Investments, LLC

RGU:
City of Corcoran, Minnesota

May 2023

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Figures

Appendices

December 2022 version

Environmental Assessment Worksheet

This most recent Environmental Assessment Worksheet (EAW) form and guidance documents are available at the Environmental Quality Board's website at**:** https://www.eqb.state.mn.us/ The EAW form provides information about a project that may have the potential for significant environmental effects. Guidance documents provide additional detail and links to resources for completing the EAW form.

Cumulative potential effects can either be addressed under each applicable EAW Item or can be addressed collectively under EAW Item 21.

Note to reviewers: Comments must be submitted to the RGU during the 30-day comment period following notice of the EAW in the *EQB Monitor*. Comments should address the accuracy and completeness of information, potential impacts that warrant further investigation and the need for an EIS.

1. Project Title

Hope Community Mixed-Use Development, City of Corcoran

2. Proposer

Proposer:	Hope Community Church
Contact person:	Josh McKinney
Title:	Project Manager/Principal
Address:	19951 Oswald Farm Road
City, State, ZIP:	Corcoran, MN 55374
Phone:	612-440-0934
Fax:	N/A
Email:	jmckinney@measuregrp.com

3. Responsible Governmental Unit (RGU)

RGU Agency:	City of Corcoran
Contact person:	Natalie Davis McKeown
Title:	Planner
Address:	8200 County Road 116
City, State, ZIP:	Corcoran, MN 55340
Phone:	763-338-9288
Fax:	N/A
Email:	ndavis@corcoranmn.gov

4. Reason for EAW Preparation

Required:	Discretionary:
☐ EIS Scoping	☐ Citizen petition
X Mandatory EAW	☐ RGU discretion
	☐ Proposer initiated

If EAW or EIS is mandatory give EQB rule category subpart number(s) and name(s):

- 4410.4300, Subp. 32: Mixed residential and industrial-commercial projects.
- 4410.4300, Subp. 19 (D): Residential development.
- 4410.4300, Subp. 14(B)(2): Industrial, commercial, and institutional facilities.

5. Project Location

County: Hennepin

City/Township: Corcoran

PLS Location (¼, ¼, Section, Township, Range): east ½ of northeast ¼ of Section 11, Township 119N, Range 23W

Watershed (81 major watershed scale): Mississippi River (Rush Creek sub watershed of the Elm Creek watershed)

GPS Coordinates: 45.132627, -93.546608

Tax Parcel Number: 1111923140004, 1111923140005, 1111923140003, 1111923110012

At a minimum attach each of the following to the EAW:

- County map showing the general location of the project;
- U.S. Geological Survey 7.5 minute, 1:24,000 scale map indicating project boundaries (photocopy acceptable); and
- Site plans showing all significant project and natural features. Pre-construction site plan and post-construction site plan.
- List of data sources, models, and other resources (from the Item-by-Item Guidance: *Climate Adaptation and Resilience* or other) used for information about current Minnesota climate trends and how climate change is anticipated to affect the general location of the project during the life of the project (as detailed below in item 7. Climate Adaptation and Resilience).

6. Project Description

a. Provide the brief project summary to be published in the EQB Monitor, (approximately 50 words).

Hope Community Church proposes a mixed-use development spanning approximately 44.5 acres at the northwest corner of County Road 30 and County Road 116 in Corcoran, MN. The proposed plan reflects 738 housing units (primarily within multifamily buildings) and up to 110,300 square feet of commercial, retail, and medical office space.

b. Give a complete description of the proposed project and related new construction, including infrastructure needs. If the project is an expansion include a description of the existing facility. Emphasize: 1) construction, operation methods and features that will cause physical manipulation of the environment or will produce wastes, 2) modifications to existing equipment or industrial processes, 3) significant demolition, removal or remodeling of existing structures, and 4) timing and duration of construction activities

Complete Description and Existing Facility

Hope Community Church ("Project Proposer") proposes the Project currently referred to as "Hope

Community." This would be a new mixed-use neighborhood that includes a variety of housing options, including age-restricted and market rate housing, as well as space for medical office and retail/commercial uses. The Project would be located in the City of Corcoran in Hennepin County, Minnesota on the northwest corner of County Road 116 and County Road 30 spanning approximately 44.5 acres centering around roughly 12 acres of existing development. The existing development on the site includes Hope Community Church, an accessory daycare that operates within the church, the cemetery associated with the church, and the City's first water tower (under development).

Agricultural land is present to the west and an existing single-family residential neighborhood exists to the north. The Project Area contains four wetland basins according to the wetland delineation application submitted at the end of 2022 and currently under review with the RGU.

The new development includes two market rate non-age restricted multifamily apartment buildings, two senior apartment buildings providing a continuum of care, 20 senior detached villas, and non-age restricted townhomes (738 residential units total). The project proposes two large medical office buildings and two smaller buildings intended for retail space (up to 110,300 square feet of commercial space total). Additional components of the site include an expansion of the existing cemetery site (an expansion of roughly 0.87 acres) and a playground/tot lot to the east of the senior villas (approximately 0.78 acres).

Construction Activities

1) *Construction, operation methods and features that will cause physical manipulation of the environment or will produce wastes.*

   Standard construction methods are expected to be used. The Project Area would be graded in phases. It is anticipated that the commercial portion of the site would be mass graded when the first commercial project moves forward. The rest of the sites would be expected to be graded individually. A majority of the existing wetland areas would be protected. There are no known significant natural communities in existence throughout the site today with the majority of the Project Area consisting of cropland. The Project would require the construction of a west/east public street to serve the senior villas and senior multifamily buildings. Oswald Farm Road would be extended to bring the public street to the southwest property line. The City would be completing a utility extension project so that both sewer and water are available at the border of the site. The utilities are being extended for the purpose of the proposed water treatment project and not specifically for the Project, but since the City's water tower is within this site, a portion of the work would be completed within the Project Area. In addition to sanitary sewer and water, development of the site would include installation of other minor utilities (e.g., cable/internet). Offsite improvements are discussed in Appendix H.

2) *Modifications to existing equipment or industrial processes*

   No modifications to existing equipment or industrial processes are anticipated.

3) *Significant demolition, removal or remodeling of existing structures*

   Besides the existing church site within the Project Area, the Project Area is mostly vacant. There is an existing barn and home across from the church near County Road 116. These would be demolished. No remodeling of the existing church and cemetery are proposed.

4) *Timing and duration of construction activities*

   Construction activities would be expected to begin in fall of 2023 and completed by the end of

2028. The Project Proposer's anticipated phasing plan is provided below (see Figure 4, Appendix A):

- Phase 1A: Fall 2023 – Spring 2025
  - Includes the multi-family building along County Road 116.
  - The first phase of the senior living housing apartments and villas (east).
- Phase 1B: Spring 2024 - Spring 2025
  - First phase of commercial and medical buildings.
  - Townhomes along County Road 116.
- Phase 2: Spring 2025 – Fall 2027
  - Multi-family building along County Road 30.
  - Final buildout for the commercial/medical buildings.
- Phase 3: 2026 – 2028
  - 2nd phase of the Senior Living (west).

The expected phasing plan is subject to change and would ultimately be driven by the market.

c. Project magnitude

Table 1 summarizes the project magnitude.

Table 1. Project Magnitude

Description	Number
Total Project Acreage	44.5 acres
Linear project length	N/A
Number and type of residential units	738 total - 340 multifamily units - 324 senior multifamily units - 20 senior single-family units - 54 townhome units
Residential building area (in square feet)	Market rate multifamily estimate – 376K sq. ft. - MF A – 43,000 SF x 4 stories = 172,000 - MF F – 51,000 SF x 4 stories = 204,000 Senior housing multifamily estimate – 356,400 sq. ft. - SH G – 56,000 SF x 4 stories = 224,000 - SH H – 33,100 SF x 4 stories = 132,400 Townhouses – 38,535 sq. ft. (footprint) Villas – 2,400 sq. ft. (footprint)
Commercial building area (in square feet)	Estimated total commercial building area – 110, 300 sq. ft.
Industrial building area (in square feet)	0 sq. ft.
Institutional building area (in square feet)	0 sq. ft.

Other uses – specify (in square feet)	Park/Playground Space – 37,880 sq. ft. (estimated) Cemetery expansion – 33,792 sq. ft. (estimated)
Structure height(s)	Commercial maximum – 3 stories. Multifamily maximum – 4 stories.

d. Explain the project purpose; if the project will be carried out by a governmental unit, explain the need for the project and identify its beneficiaries.

The Project is proposed by entities associated with Hope Community Church and would be carried out by a private party. The Project Proposer hopes to create a campus that provides housing, particularly for seniors, and creates a community center with commercial and medical users. The proposed plan would provide beneficial places for multiple age groups to live, work, dine, and worship.

e. Are future stages of this development including development on any other property planned or likely to happen? ☐ **Yes** **X No**
If yes, briefly describe future stages, relationship to present project, timeline and plans for environmental review.

f. Is this project a subsequent stage of an earlier project? **X Yes** ☐ **No**
If yes, briefly describe the past development, timeline and any past environmental review.

Hope Community Church was approved in 2001, and the final plat for Hope Place was completed in 2002. A daycare was approved at Hope Community Church in 2005 and is still in operation as an accessory use. The cemetery was approved in 2012. A plat to carve out a property for the City's water tower was processed in 2022 and earlier this year. Construction of the water tower would begin this year and is expected to be completed at the end of 2024. Past phases did not trigger environmental reviews, so there is no record of an environmental review completed in the past.

7. Climate Adaptation and Resilience

a. Describe the climate trends in the general location of the project (see guidance: Climate Adaptation and Resilience) and how climate change is anticipated to affect that location during the life of the project.

In general, Minnesota is anticipated to experience an increase in temperature, precipitation, and more frequent extreme precipitation events resulting from climate change. In Minnesota, annual average temperatures have risen three degrees over the past century and up to three degrees in the northern part of the state. The highest average temperature increases have occurred during the winter. Since 1895, temperatures during the winter have increased at a rate two to three times higher than during the summer. In particular, winter warming rates have risen more sharply in recent decades. [1] Current climate warming trends, most notably during the winter, are anticipated to continue.[2]

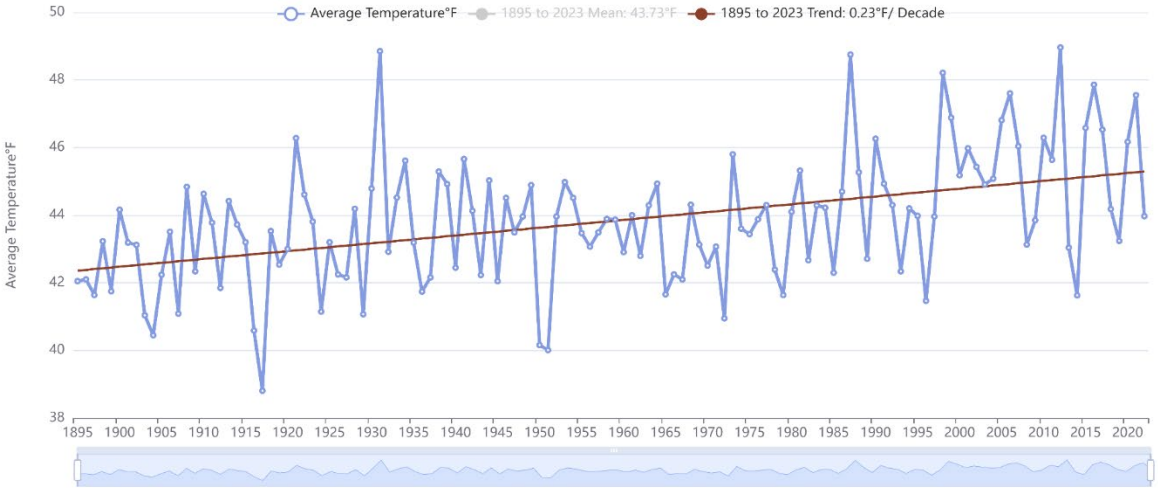
Heavy rain events have become more frequent in Minnesota and more intense. From 1973 to 2021, Minnesota experienced 16 mega-rain events[3] with a notable increase since 2000. Of these 16 events, three occurred in the 1970s, one in the 1980s, one in the 1990s, six mega-rain events occurred in the 2000s,

[1] MNDNR. Climate Trends. https://www.dnr.state.mn.us/climate/climate_change_info/climate-trends.html
[2] MnDOT. Minnesota Go Climate Change Report. 2021. https://www.minnesotago.org/trends/climate-change
[3] Mega-rain events are defined as events in which six inches of rain covers more than 1,000 square miles and the core of the event tops eight inches.

four in the 2010s, and one in 2020. Thus, in the past 21 years (2000 to 2020), almost two times as many mega rain events occurred compared to the prior 27 years (1973 to 1999).[4]

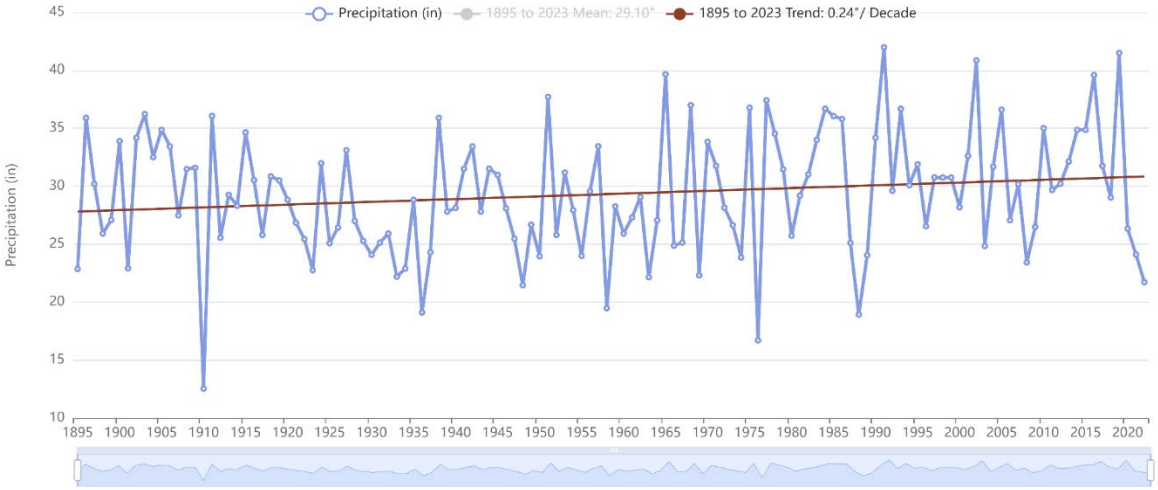
Climate trends for Hennepin County parallel the overall statewide trends, indicating Minnesota's climate is becoming warmer and wetter. Exhibits 1 and 2 illustrate historical average annual temperature and precipitation trends from 1895 to 2023. During this time period, the County experienced an average annual temperature increase of 0.23 degrees Fahrenheit (°F) per decade and annual precipitation increase of 0.24 inches per decade.

Exhibit 1. Historical Annual Average Temperature in Hennepin County (1895 – 2023)



Source: Minnesota Department of Natural Resources.
https://arcgis.dnr.state.mn.us/ewr/climateexplorer/main/historical

Exhibit 2. Historical Annual Average Precipitation in Hennepin County (1895 – 2023)



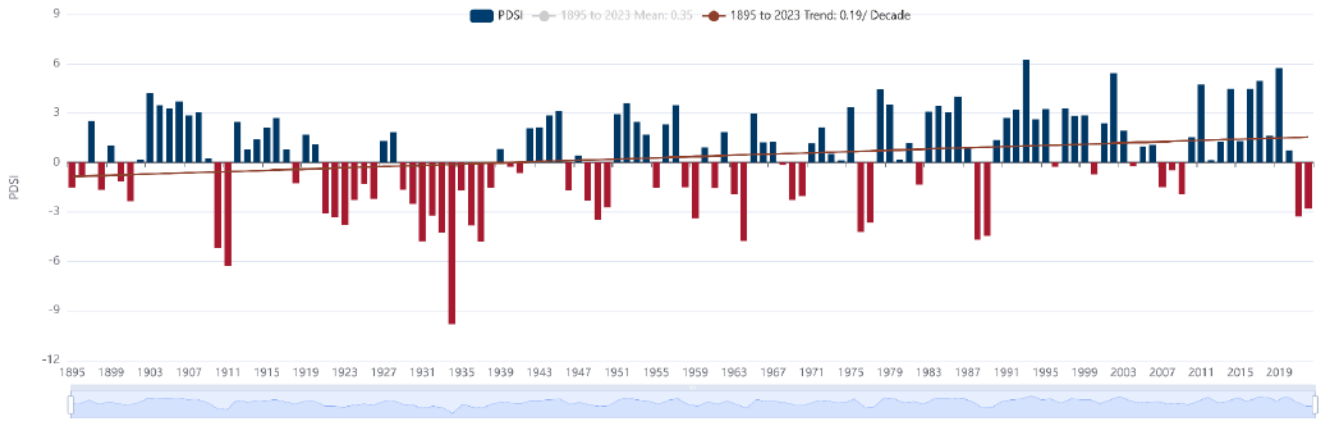
Source: Minnesota Department of Natural Resources.

[4] Minnesota Department of Natural Resources. Historic Mega-Rain Events in Minnesota. https://www.dnr.state.mn.us/climate/summaries_and_publications/mega_rain_events.html

https://arcgis.dnr.state.mn.us/ewr/climateexplorer/main/historical

The Palmer Drought Severity Index (PDSI) utilizes temperature and precipitation data to estimate relative soil moisture conditions and serve as an indicator of long-term drought conditions. The index ranges from -5 to +5 indicating dry and wet conditions, respectively. PDSI values are reported on a monthly basis. Exhibit 3 shows historic PDSI values for the month of August from 1895 to 2023 for Hennepin County, which indicates an increase of 0.19 per decade. Generally, the PSDI historical data indicates that the region is experiencing a wetter climate.

Exhibit 3. Historical PDSI Values for Hennepin County (1895 – 2023)

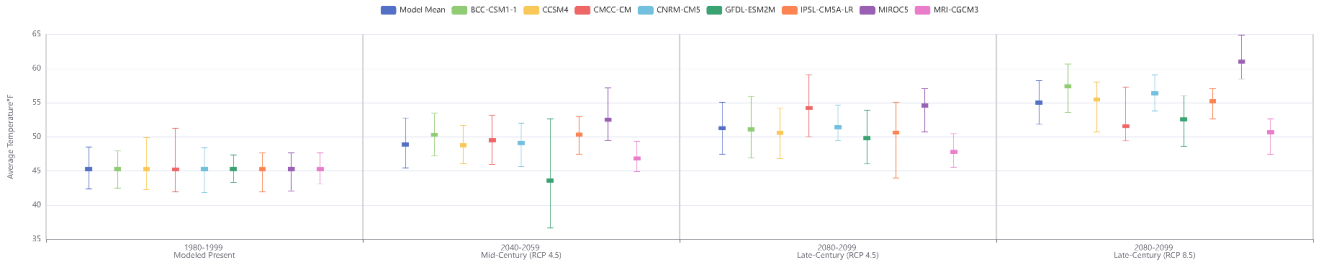


Source: Minnesota Department of Natural Resources.
https://arcgis.dnr.state.mn.us/ewr/climateexplorer/main/historical

Projected climate trends indicate that temperatures within the County will continue to increase. Exhibit 4 illustrates projected temperatures for the County. Several climate models are shown in the projected temperature analysis. The model mean, shown in blue, illustrates the average of all models included in the analysis. Exhibit 4 shows the modeled present condition, mid-century (2040-2059) at Representative Concentration Pathway (RCP) 4.5, late-century (2080-2099) at RCP 4.5, and late-century (2080-2099) at RCP 8.5. RCP is a greenhouse gas concentration scenario used by the Intergovernmental Panel on Climate Change in the fifth assessment report. RCP 4.5 is an intermediate scenario in which emissions decline after peaking around 2040 and RCP 8.5 represents a worst-case scenario in which emissions continue rising through the 21st century.

Under the RCP 4.5 scenario, the annual temperature is anticipated to increase within the County from a modeled present mean of 45.28°F (1980-1999) to a mid-century (2040-2059) model mean of 48.87°F and a late-century (2080-2099) model mean of 51.27°F. Under the RCP 8.5 worst-case scenario, the County would experience a late-century (2080-2099) model mean temperature of 55.03°F.

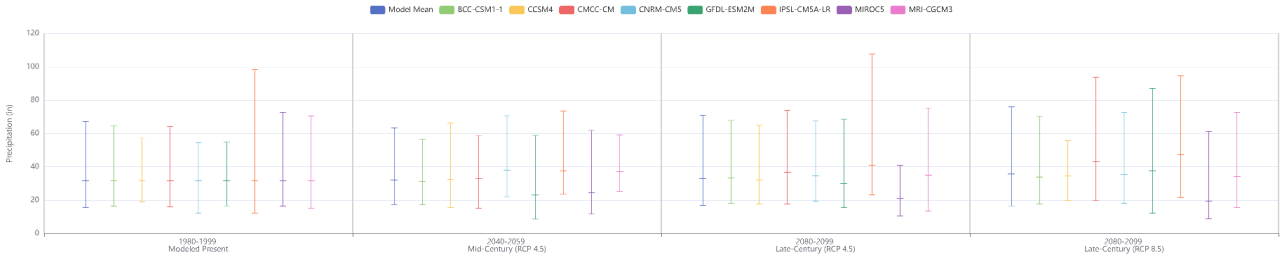
Exhibit 4. Projected Temperatures in Hennepin County



Source: Minnesota Department of Natural Resources. Minnesota Climate Explorer (state.mn.us). Definitions of the models included in this analysis can be found at Climate Explorer Metadata | Minnesota DNR (state.mn.us).

Exhibit 5 presents projected average annual precipitation for Hennepin County. Under the RCP 4.5 scenario, the annual precipitation is anticipated to increase within the County from a modeled present mean of 31.61 inches (1980-1999) to a mid-century (2040-2059) model mean of 32.12 inches and a late-century (2080-2099) model mean of 32.94 inches. Under the RCP 8.5 worst-case scenario, the County would experience a late-century (2080-2099) model mean precipitation of 35.70 inches. In comparison to the modeled present mean (1980-1999), the late-century (2080-2099) modeled mean annual precipitation would increase by approximately 1.3 percent under the RCP 4.5 scenario and increase by approximately 4.1 percent under the RCP 8.5 scenario.

Exhibit 5. Projected Precipitation in Hennepin County



Source: Minnesota Department of Natural Resources. Minnesota Climate Explorer (state.mn.us). Definitions of the models included in this analysis can be found at Climate Explorer Metadata | Minnesota DNR (state.mn.us).

b. For each Resource Category in the table below: Describe how the project's proposed activitiesand how the project's design will interact with those climate trends. Describe proposed adaptations to address the project effects identified.

Table 2 summarizes climate considerations related to the project and adaptation considerations.

Table 2. Climate Considerations and Adaptations

ResourceCategory	Climate Considerations	Project Information	Adaptations
Project Design	Increased heavy rainfall and flooding.	The Project would replace pervious surface area with impervious surface area (structures and pavement).	Stormwater would be directed to several stormwater ponds and filtration basins in the Project Area to provide treatment and rate control, in compliance with local and state standards including Elm Creek Watershed requirements. Increase in rainfall frequency and intensity (as described in Item 7.a.) would be factored into the stormwater design for the Project.
Land Use	Heavier rainfall expected to increase risk of localized flooding.	The Project is not located within a Federal Emergency Management Area (FEMA) defined floodplain or floodway.	Increase in rainfall frequency and intensity (as described in Item 7.a.) would be factored into the stormwater design for the Project, referenced in Table 2, Project Design, Adaptations.
Water Resources	Address in item 12		
Contamination/ Hazardous Materials/ Wastes	Protection of water resources and soil from contamination.	The Project would not introduce hazardous materials or waste to the Project Area.	Not applicable (NA). The Project would not include the storage or generation of hazardous materials or waste.
Fish, wildlife, plant communities, and sensitive ecological resources (rare features)	Address in item 14.		

8. Cover Types

Estimate the acreage of the site with each of the following cover types before and after development.

Table 3. Cover Types

Cover Types	Before(acres)	After (acres)
Wetlands and shallow lakes (<2 meters deep)	1.2	0
Deep lakes (>2 meters deep)	0	0
Wooded/forest	6.0	1.4
Rivers/streams	0	0
Grass/Shrub	19.8*	0
Cropland	15.8	0
Livestock rangeland/pastureland	0	0
Lawn/landscaping	0	20.6
Green infrastructure TOTAL (from table below*)	0	2.4
Impervious surface	1.7	17.3
Stormwater Pond (wet sedimentation basin)	0	2.7
Other (describe)	0	0
TOTAL	44.5	44.5

Acreages are approximate and based on DNR MLCCS land cover geospatial data.
**Based on visual observations in the field, the "brush/grassland" quantified for the "Before" condition (including that reflected in Figure 5, Appendix A) would likely be better categorized as "cropland" (agricultural use).*

Table 4. Green Infrastructure

Green Infrastructure*	Before (acreage)	After (acreage)
Constructed infiltration systems (infiltration basins/infiltration trenches/ rainwater gardens/bioretention areas without underdrains/swales with impermeable check dams)	0	2.4
Constructed tree trenches and tree boxes	0	0
Constructed wetlands	0	0
Constructed green roofs	0	0
Constructed permeable pavements	0	0
Other (describe) Landfill-based geothermal system	0	0
TOTAL*	0	2.4

Table 5. Tree Canopy

Trees	Percent	Number
Percent tree canopy removed or number of mature trees removed during development	77	
Number of new trees planted		Roughly 886 overstory trees; 399 understory trees/shrubs*

*The number and type of trees would be negotiated during the Planned Unit Development process.

9. Permits and Approvals Required

List all known local, state and federal permits, approvals, certifications and financial assistance for the project. Include modifications of any existing permits, governmental review of plans and all direct and indirect forms of public financial assistance including bond guarantees, Tax Increment Financing and infrastructure. All of these final decisions are prohibited until all appropriate environmental review has been completed. See Minnesota Rules, Chapter 4410.3100.

Table 6. Permits and Approvals

Unit of Government	Type of Application	Status
Federal		
-	-	-
State		
Minnesota Pollution Control Agency (MPCA)	National Pollutant Discharge Elimination System (NPDES) Permit	To be completed
-	-	-
County		
-	-	-
Local		
City of Corcoran	EAW / EIS Need Decision	Draft prepared
City of Corcoran	Wetland Conservation Act (Boundary Approval/Replacement Plan)	To be completed
City of Corcoran	Preliminary and Final Plat	To be completed
City of Corcoran	Erosion Control, Grading, and Stormwater Permit	To be completed
City of Corcoran	Building Permits	To be completed
City of Corcoran	Conditional Use Permit Amendment or Use of Planned Use Development (for Cemetery Expansion)	To be completed
Elm Creek Watershed Management Commission	Stormwater, Erosion Control, and Site Plan Approval	To be completed

Cumulative potential effects may be considered and addressed in response to individual EAW Item Nos.10-20, or the RGU can address all cumulative potential effects in response to EAW Item No.22. If addressing

cumulative effect under individual items, make sure to include information requested in EAW Item No. 21.

10. Land use

a. Describe:

i. Existing land use of the site as well as areas adjacent to and near the site, including parks and open space, cemeteries, trails, prime or unique farmlands.

Existing land use includes a church with an accessory daycare, cemetery, agricultural, a barn, and a single-family home. Areas of the site are vacant. The surrounding uses of the Project include a single-family residential neighborhood to the north and farmland or vacant land to the south, east, and west.

ii. Plans. Describe planned land use as identified in comprehensive plan (if available) and any other applicable plan for land use, water, or resources management by a local, regional, state, or federal agency.

The Project Area has two land use designations shown in the City's 2040 Comprehensive Plan. The parcel that includes the existing church and cemetery is designated as Public/Institutional. The remaining parcels that comprise the Project Area are designated as mixed use.

The City purchased roughly one acre of the site to construct the City's first water tower.

Three Rivers Park District plans show a portion of the proposed Diamond Lake Regional Trail may be located through the center of the site.

The City's Northeast District Plan shows a public street located along the west property line in the southwest portion of the site.

iii. Zoning, including special districts or overlays such as shoreland, floodplain, wild and scenicrivers, critical area, agricultural preserves, etc.

The parcel that includes the church, daycare, and cemetery is zoned Public/Institution. The remaining parcels are zoned General Mixed Use. Wetlands on the site would be subject to a Wetland Overlay district.

iv. If any critical facilities (i.e. facilities necessary for public health and safety, those storing hazardous materials, or those with housing occupants who may be insufficiently mobile) are proposed in floodplain areas and other areas identified as at risk for localized flooding,describe the risk potential considering changing precipitation and event intensity.

There are no regulated floodways or floodplains located in the Project Area. Refer to Item 12.a.

b. Discuss the project's compatibility with nearby land uses, zoning, and plans listed in Item 9a above, concentrating on implications for environmental effects.

The Project appears to be compatible overall with nearby land uses, zoning, and most of the plans listed in Item 9.a. However, the plans may need to be revised to accommodate Three Rivers Park District's adopted plan for the Diamond Lake Regional Trail.

c. Identify measures incorporated into the proposed project to mitigate any potential incompatibility as

discussed in Item 10b above and any risk potential.

It is understood that the Project Proposer's intent is to maintain and enhance existing vegetative buffers between neighboring uses. This would provide a compatible transition to surrounding uses and mitigate the risk to the existing natural community. Further, the intensity of the Project is intentionally minimized along the Project Area boundaries and includes residential uses. The commercial uses are located in the far southeast corner of the Project Area. For example, a step down in intensity is shown from the senior living apartment buildings to the one-story senior villas up against a significant tree line along the northern property line (which would be preserved with the Project). This provides a compatible transition to the existing single-family neighborhood to the north while preserving desirable natural features of the site. The property to the west of the Project Area is guided as "Mixed Residential" which accommodates the multi-family building located in the southwest corner of the Project as an appropriate use for the long-term, given that a similar use on the neighboring property is expected in the future. Additionally, the Project Proposer has indicated their intent to utilize biofiltration as a primary means of stormwater treatment.

11. Geology, Soils and Topography/Land Forms

a. Geology - Describe the geology underlying the project area and identify and map any susceptible geologic features such as sinkholes, shallow limestone formations, unconfined/shallow aquifers, or karst conditions. Discuss any limitations of these features for the project and any effects the project could have on these features. Identify any project designs or mitigation measures to address effects to geologic features.

The surficial geology in the Project Area has been mapped by the Minnesota Geological Survey's (MGS) Geologic Atlas of Hennepin County as being sediments consisting of glacial till. Specifically, the Project Area contains loam till and may also contain clay loam till. These sediments are characterized as being calcareous and oxidized olive brown above unoxidized very dark gray. The surface expression is generally rolling and hummocky with numerous ice-walled stagnation plains and ice-block melt-out depressions indicative of ice stagnation. Silt loam deposited in ponded water is thin, patchy, and locally present on the tops of ice-walled stagnation plains. Organic detritus comprised of plant material in post-glacial land surface depressions may exist in areas currently or formerly beneath the water table. (Steenberg et al. 2018a)[5].

The bedrock geology across the Project Area has been mapped in the MGS Geologic Atlas of Hennepin County as consisting of Jordan Sandstone, the St. Lawrence Formation, and the Mazomanie Formation of the Tunnel City Group, all of which are from the late Cambrian Period. The Jordan Sandstone unit is characterized by medium- to coarse-grained, friable quartzose sandstone. The underlying St. Lawrence Formation is characterized by dolomitic siltstone and shale with interbedded very fine-grained sandstone and shale, while the Mazomanie Formation of the Tunnel City Group is characterized by fine- to medium-grained quartzose sandstone with interbedded dolomitic sandstone. (Steenberg et al. 2018b)[6]. The bedrock topography within the Project Area is mapped to be approximately 800 to 825 feet above mean

[5] Steenberg, Julia R.; Bauer, Emily J.; Chandler, V.W.; Retzler, Andrew J.; Berthold, Angela J.; Lively, Richard S. 2018a. Minnesota Geological Survey. County Atlas Series. Atlas C-45, Hennepin County. Plate 3 – Surficial Geology. Available at: https://conservancy.umn.edu/bitstream/handle/11299/58491/plate3_surficial.pdf?sequence=99&isAllowed=y. C-45, Geologic Atlas of Hennepin County, Minnesota (umn.edu). Accessed March 2023.

[6] Steenberg, Julia R.; Bauer, Emily J.; Chandler, V.W.;Retzler, Andrew J.; Berthold, Angela J.; Lively, Richard S. 2018b. Minnesota Geological Survey. County Atlas Series. Atlas C-45, Hennepin County. Plate 2 – Bedrock Geology. Available at: https://conservancy.umn.edu/bitstream/handle/11299/58491/plate2_bedrock.pdf?sequence=100&isAllowed=y. Accessed March 2023.

sea level (amsl) (Steenberg et al. 2018c)[7]. Given the approximate land surface topography of approximately 940 to 956 feet amsl, the depth to bedrock within the Project Area can be placed between approximately 140 feet and 156 feet (DNR undated (a))[8]. No wells were identified within the Project Area according to the Minnesota Department of Health (MDH) Minnesota Well Index (MWI), but two wells located within one-quarter mile of the Project Area to the north along Hillside Drive support these findings: two domestic wells (Unique Wells 140169 and 126438) had available well log and stratigraphic reports that identified the presence of Jordan Sandstone bedrock at 141 feet and 148 feet, respectively (MDH 2021)[9]. The well log reports and stratigraphic reports are available in Appendix C.

According to the Minnesota Department of Natural Resources (DNR), Karst Feature Inventory, there are no known karst or sinkhole features within the Project Area or within the vicinity of the Project Area. The nearest feature is a sinkhole approximately 12 miles to the northeast of the Project Area in Andover, Minnesota (field verified 2017). (DNR undated (b))[10]. The first encountered bedrock is the Jordan Sandstone which is not known for karst features and is located at a depth greater than 100 feet below grade. The underlying St. Lawrence Formation is a siliciclastic-dominated bedrock that does contain minor dolostone layers with abundant macropores but is not considered karst because the secondary porosity is unlikely from dissolution (Runkel et al. 2014)[11]. Static water levels for the wells just north of the Project Area (Unique Wells 140169 and 126438) were reported at 55 feet and 100 feet, respectively. Given that these wells were reported to be completed in the Jordan Sandstone bedrock layer, which is above the St. Lawrence Formation layer in question, and the depth to bedrock is estimated to be 140 to 156 feet, this indicates that the Jordan Sandstone is fully saturated at these locations. Similar conditions are anticipated for the Project Area, therefore, the formation of karst there is unlikely.

[7] Steenberg, Julia R.; Bauer, Emily J.; Chandler, V.W.;Retzler, Andrew J.; Berthold, Angela J.; Lively, Richard S. 2018c. Minnesota Geological Survey. County Atlas Series. Atlas C-45, Hennepin County. Plate 6 – Depth to Bedrock and Bedrock Topography. Available at: https://conservancy.umn.edu/bitstream/handle/11299/58491/plate4_d2bdrk.pdf?sequence=98&isAllowed=y. Accessed March 2023.
[8] DNR. undated (a). MnTOPO. Available at: http://arcgis.dnr.state.mn.us/maps/mntopo/. Accessed March 2023.
[9] MDH. 2021. Minnesota Well Index. Available at: https://www.health.state.mn.us/communities/environment/water/mwi/index.html. Accessed March 2023.
[10] DNR. undated (b). Karst Feature Inventory. Available at: https://arcgis.dnr.state.mn.us/portal/apps/webappviewer/index.html?id=9df792d8f86546f2aafc98b3e31adb62. Accessed March 2023.
[11] Runkel, Anthony C.; Tipping, Robert R.; Green, J.A.; Jones, Perry M.; Meyer, Jessica R.; Parker, Beth L.; Steenberg, Julia R.; Retzler, Andrew J. 2014. Minnesota Geological Survey Open File Report 14-04, Hydrogeologic Properties of the St. Lawrence Aquitard, Southeastern Minnesota. Available at: https://conservancy.umn.edu/handle/11299/165299. Accessed March 2023.

b. Soils and topography - Describe the soils on the site, giving NRCS (SCS) classifications and descriptions, including limitations of soils. Describe topography, any special site conditions relating to erosion potential, soil stability or other soils limitations, such as steep slopes, highlypermeable soils. Provide estimated volume and acreage of soil excavation and/or grading. Discuss impacts from project activities (distinguish between construction and operational activities) related to soils and topography. Identify measures during and after project construction to address soil limitations including stabilization, soil corrections or other measures. Erosion/sedimentation control related to stormwater runoff should be addressed inresponse to Item 12.b.ii.

Table 7 includes hydrologic soil groups found in the Project Area. The four hydrologic soil groups are:

- **Group A:** Soils having a high infiltration rate (low runoff potential) when thoroughly wet. These consist mainly of deep, well drained to excessively drained sands or gravelly sands. These soils have a high rate of water transmission.
- **Group B:** Soils having a moderate infiltration rate when thoroughly wet. These consist chiefly of moderately deep or deep, moderately well drained, or well drained soils that have moderately fine texture to moderately coarse texture. These soils have a moderate rate of water transmission.
- **Group C:** Soils having a slow infiltration rate when thoroughly wet. These consist chiefly of soils having a layer that impedes the downward movement of water or soils of moderately fine texture or fine texture. These soils have a slow rate of water transmission.
- **Group D:** Soils having a very slow infiltration rate (high runoff potential) when thoroughly wet. These consist chiefly of clays that have a high shrink-swell potential, soils that have a high-water table, soils that have a claypan or clay layer at or near the surface, and soils that are shallow over nearly impervious material. These soils have a very slow rate of water transmission.

Table 7. Soils within the Project Area

Map Symbol	Name	Percent Slopes	Hydrologic Soil Group	Approx. Acres	Approx. Percent of Project Area
L37B	Angus loam	2 to 6	C	21.0	47.3
L44A	Nessel loam	1 to 3	C	6.2	13.8
L23A	Cordova loam	0 to 2	C/D	7.1	16.1
L22C2	Lester loam, moderately eroded	6 to 10	C	3.2	7.2
L24A	Glencoe clay loam	0 to 1	C/D	0.2	0.3
L36A	Hamel, overwash-Hamel complex	0 to 3	C/D	4.0	9.0
L45A	Dundas-Cordova complex	0 to 3	C/D	2.2	5.0
L21A	Canisteo clay loam	0 to 2	C/D	0.6	1.3
Total				**44.5**	**100.0**

Source: USDA NRCS Hennepin County Soil Survey

The Project Area is generally flat with no slopes greater than ten percent. According to the DNR MnTOPO map, the Project Area ranges from approximately 940 to 956 feet amsl with high and low points scattered throughout the Project Area (DNR undated (a))[12].

Based on the soils report for Hennepin County from the United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS) (Appendix D), there is one soil type within the Project Area that is moderately eroded: Lester loam, six to ten percent slopes (L22C2). This soil type makes up approximately seven acres (13 percent) of the Project Area and is located primarily in the southern half of the Project Area. (USDA NRCS 2023)[13].

The USDA NRCS soils report for Hennepin County also reports on hydrologic soil groups. Soils within the Project Area have slow to very slow infiltration rates, indicating a high runoff potential (USDA NRCS 2023)[8]. The volumes and acreages of soil excavation and grading are unknown at this time. Hope Community intends to reuse any soil on site and has committed to vegetating soils at risk for erosion.

12. Water Resources

[12] DNR. undated (a). MnTOPO. Available at: http://arcgis.dnr.state.mn.us/maps/mntopo/. Accessed March 2023.
[13] USDA NRCS. 2023. Web Soil Survey. Available at: https://websoilsurvey.sc.egov.usda.gov/App/WebSoilSurvey.aspx. Accessed March 2023.

a. Describe surface water and groundwater features on or near the site in a.i. and a.ii. below.

i. Surface water - lakes, streams, wetlands, intermittent channels, and county/judicial ditches. Include any special designations such as public waters, shoreland classification and floodway/floodplain, trout stream/lake, wildlife lakes, migratory waterfowl feeding/resting lake, and outstanding resource value water. Include the presence of aquatic invasive species and the water quality impairments or special designations listed on the current MPCA 303d Impaired Waters List that are within 1 mile of the project. Include DNR Public Waters Inventory number(s), if any.

Surface Waters

The Project Area is located within the Rush Creek subwatershed of the Elm Creek watershed and is part of the larger upper Mississippi River watershed. No lakes, streams or county ditches are located within the Project Area. No trout streams, wildlife lakes, migratory waterfowl feeding/resting lakes or outstanding resource value waters are located within one mile of the Project Area. No aquatic invasive species are known to be present within one mile of the Project Area.

DNR Public Waters

No DNR Public Waters are located within the Project Area. Two Public Water Watercourses and five Public Water Wetlands are located within one mile of the Project Area (Table 8, Figure 8). Rush Creek is located northwest of the Project Area, and an unnamed tributary to Rush Creek is located southwest of the Project Area. The unnamed tributary flows through a large Public Water Wetland before flowing into Rush Creek. Additionally, four Public Water Wetlands are located southeast of the Project Area.

Table 8. DNR Public Waters within One Mile of the Site

Waterway	Public Water ID	Type
Rush Creek	M-062-004	Public Water Watercourse, Public Ditch/Altered Natural Watercourse
Unnamed creek	M-062-004-006	Public Water Watercourse
Unnamed wetland	27016300	Public Water Wetland
Unnamed wetland	27031600	Public Water Wetland
Unnamed wetland	27031400	Public Water Wetland
Unnamed wetland	27031500	Public Water Wetland
Unnamed wetland	27044000	Public Water Wetland

Wetland Resources

A wetland delineation has been completed for the Project Area. The delineation has been submitted to the Local Government Unit (LGU), undergone Technical Evaluation Panel (TEP) review, and revised with supplemental information. LGU approval was provided in May 2023. The U.S. Army Corps of Engineers conducted a preliminary review of the delineation but has not been requested to prepare a jurisdictional determination thus far.

A total of six wetlands were delineated and are summarized in Table 9 and Figure 9. Note: Only Wetlands 1, 4, 5 and 6 are located within the Project Area. Of these, Wetlands 1 and 6 are farmed wetlands that were identified utilizing the offsite determination guidance, and Wetland 2 is functioning as a stormwater pond.

Wetlands 2, 3, and 4 are indicated on the National Wetlands Inventory (NWI) with Wetland 4 occuring within the Project Area. Wetland types present in the Project Area include seasonally flooded basin, fresh meadow, and shallow open water wetlands.

Table 9. Wetlands Delineated within and adjacent to the Project Area

Wetland ID	Circular* 39	Cowardin	Dominant Vegetation	Acres* (within Project Area)
Wetland 1	Type 1	PEM1Af	Yellow nut sedge, farmed wetland	0.89 acres
Wetland 2	Type 5	PUB1Hx	Cattail	0 acres
Wetland 3	Type 2	PEM1B	Reed canary grass	0 acres
Wetland 4	Type 1	PEM1A	Reed canary grass	0.08 acres
Wetland 5	Type 1	PEM1A	None	0.03 acres
Wetland 6	Type 1	PEM1Af	Farmed wetland	0.23 acres

**Area of Wetlands 1 & 6 are approximate, as final approval of the level 1 delineation offsite review is still pending.*

MPCA 303d Impaired Waters List

Based on a review of the MPCA's 2022 Impaired Waters List[14], no MPCA 303d Impaired Waters are located within the Project Area. Rush Creek is located less than one mile northwest of the Project Area and is listed as impaired for aquatic life and aquatic recreation as a result of impairments for dissolved oxygen, *E. coli*, fish bioassessments, and benthic macroinvertebrates bioassessments (Table 10, Figure 8).

Table 10. Impaired Waters within One Mile of the Site

Water Body Name	Section	AUID*	Affected Designated Use	Pollutant or Stressor	TMDL** ID
Rush Creek	T119, R23W, S11	07010206-528	Aquatic life, Aquatic recreation	Dissolved oxygen, E. coli, fish bioassessments, benthic macroinvertebrates bioassessments	No approved TMDL

**Assessment Unit Identification (AUID)*

***Total Maximum Daily Load (TMDL)*

[14] MPCA. Minnesota's Impaired Waters List. Accessed May 2023. https://www.pca.state.mn.us/air-water-land-climate/minnesotas-impaired-waters-list

Floodway/Floodplain

There are no regulated floodways or floodplains located in the Project Area. Several regulated 100-year floodplain areas (one percent annual chance of flooding) and a floodway are located within one mile of the Project Area (Appendix B). The floodway is associated with Rush Creek and is located 0.75 miles northwest of the Project Area. A floodplain associated with Rush Creek and the Public Water Wetland is located a third of a mile west of the Project Area; this floodplain has a small fringe area located in the 500-year floodplain (0.2 percent annual flood hazard zone). Additionally, there is a floodplain located a tenth of a mile to the north, one 0.6 miles to the east, and one 0.3 miles to the southeast of the Project Area. The Project would not encroach into or result in fill within regulated floodplain and floodway areas.

ii. Groundwater – aquifers, springs, seeps. Include: 1) depth to groundwater; 2) if project is within a MDH wellhead protection area; 3) identification of any onsite and/or nearby wells, including unique numbers and well logs if available. If there are no wells known on site or nearby, explain the methodology used to determine this.

There are no known springs, seeps or karst features present in the Project Area.

1) **Depth to groundwater**: In the vicinity of the Project Area, the depth to groundwater ranges from approximately 40 to 85 feet. Wells in the area primarily utilize the Jordan aquifer or groundwater from the sand and gravel till layers above the Jordan aquifer.

2) **MDH Wellhead Protection Area**: The Project is not located within an MDH Wellhead Protection Area. The Project Area is an area with low groundwater sensitivity.

3) **Onsite or Nearby Wells**: No wells were identified within the Project Area according to the Minnesota Department of Health (MDH) Minnesota Well Index (MWI). Per MDH MWI, there are 11 domestic wells located within 500 feet of the Project Area (Table 11); six wells are located to the north, one well is east, two wells are southeast, and two wells are located southwest of the Project Area (Source: Minnesota Department of Health, Minnesota Well Index, accessed March 16, 2023). Two additional wells have been described by the developer. One associated with the church near the northwest corner of the building. The other associated with the existing home (at Oswald Farm Road/CR 116) located near the southeast corner of the home. A second well associated with this home and located 25 feet south of the existing well was previously capped in recent years.

Table 11. Verified Wells within 500 feet of the Site

Well ID	Use Type	Location from Site	Status	Depth (ft.)	Static Water Level (ft.)
665817	Domestic	North	Active	125	85
696183	Domestic	North	Active	125	55
661568	Domestic	North	Active	125	55
678242	Domestic	North	Active	125	59
691852	Domestic	North	Active	127	60
709877	Domestic	North	Active	80	40
660563	Domestic	East	Active	185	52
152502	Domestic	Southeast	Active	138	60
772680	Domestic	Southeast	Active	135	37
698097	Domestic	Southwest	Active	158	70
635280	Domestic	Southwest	Active	145	66

Source: MDH Minnesota Well Index (MWI), https://www.health.state.mn.us/communities/environment/water/mwi

b. Describe effects from project activities on water resources and measures to minimize or mitigate the effects in Item b.i. through Item b.iv. below.

i. Wastewater - For each of the following, describe the sources, quantities and composition ofall sanitary, municipal/domestic and industrial wastewater produced or treated at the site.

1) If the wastewater discharge is to a publicly owned treatment facility, identify any pretreatment measures and the ability of the facility to handle the added water andwaste loadings, including any effects on, or required expansion of, municipal wastewater infrastructure.

Wastewater from the Project would not be pretreated prior to entering the system and would be conveyed by a gravity sanitary sewer system to the Elm Creek Interceptor trunk line where it would eventually be discharged to a publicly owned treatment facility (the Metropolitan wastewater treatment plant, St. Paul, Minnesota). Wastewater would be generated by domestic and municipal uses from the proposed residential, retail, medical development, as well as the existing church on site.

To adequately serve the Project, the City would extend the existing sewer trunk link that is connected to a Metropolitan Council Environmental Services location and conveys wastewater to the Elm Creek Interceptor at the municipal boundary northeast of the Project site. The capacity of the main sanitary pipe, as planned for within the City's Comprehensive Plan, was designed to accommodate the planned land uses that included a mix of residential, industrial and commercial uses within the northeast planning area. The 2040 Comprehensive Sanitary Sewer Plan accountas for other smaller lines to be connected to this main. Internal to the Project Area, each lot would be

served by a sanitary sewer designed and installed by the developer and permitted by the MPCA. The Project would increase sanitary wastewater flows compared to existing conditions; however, this increase is consistent with the 2040 Comprehensive Sanitary Sewer Plan.

2) *If the wastewater discharge is to a subsurface sewage treatment systems (SSTS), describe the system used, the design flow, and suitability of site conditions for sucha system. If septic systems are part of the project, describe the availability of septage disposal options within the region to handle the ongoing amounts generated as a result of the project. Consider the effects of current Minnesota climate trends and anticipated changes in rainfall frequency, intensity and amount with this discussion.*

   There are two subsurface sewage treatment systems (SSTS) adjacent to the Project Area - one for the church and one for the existing residence (at Oswald Farm Road/CR 116). Both septic systems would be decommissioned, as the church would be connected to the sanitary sewer system and the single-family residence would be removed. MPCA requirements for removing abandoned SSTS would be followed during the decommissioning of the systems.

3) *If the wastewater discharge is to surface water, identify the wastewater treatment methods and identify discharge points and proposed effluent limitations to mitigateimpacts. Discuss any effects to surface or groundwater from wastewater discharges,taking into consideration how current Minnesota climate trends and anticipated climate change in the general location of the project may influence the effects.*

   The wastewater discharge from the Project Area would not discharge to a surface water.

ii. Stormwater - Describe changes in surface hydrology resulting from change of land cover. Describe the routes and receiving water bodies for runoff from the project site (major downstream water bodies as well as the immediate receiving waters). Discuss environmental effects from stormwater discharges on receiving waters post construction including how the project will affect runoff volume, discharge rate and change in pollutants.Consider the effects of current Minnesota climate trends and anticipated changes in rainfall frequency, intensity and amount with this discussion. For projects requiring NPDES/SDS Construction Stormwater permit coverage, state the total number of acres that will be disturbed by the project and describe the stormwater pollution prevention plan (SWPPP), including specific best management practices to address soil erosion and sedimentation during and after project construction. Discuss permanent stormwater management plans, including methods of achieving volume reduction to restore or maintain the natural hydrology of the site using green infrastructure practices or other stormwater management practices. Identify any receiving waters that have construction-related water impairments orare classified as special as defined in the Construction Stormwater permit. Describe additional requirements for special and/or impaired waters.

The majority of the Project Area is currently farmland, grassland, and forest which allows stormwater to infiltrate directly into the ground or run into the wetlands onsite. There is one stormwater pond to the northwest of the church facility that provides volume and rate control for runoff from the church buildings and parking lots. The existing residence does not have specialized stormwater treatment; stormwater runs off overland and infiltrates into the ground.

The Project would increase the amount of impervious surface present in the Project Area and the volume of stormwater. Approximately 43 acres (total Project Area minus trees that would be preserved) would be disturbed during the construction of the Project and 17.3 acres of impervious surface would be added to the Project Area, based on the current site plan (Figure 3, Appendix A). The stormwater would be directed to several stormwater ponds and biofiltration basins in the Project Area; these would provide treatment to remove pollutants from the stormwater and control the rate of stormwater runoff being discharged to comply with local and state standards, including Elm Creek Watershed requirements. After stormwater runs through the stormwater ponds and biofiltration basins and has been treated, it would be directed into onsite Wetlands 2 and 3. Currently, Minnesota climate trends are projecting an increase in rainfall frequency and intensity which would be factored into the stormwater design for the site.

A Stormwater Pollution Prevention Plan (SWPPP) would be prepared as part of the National Pollutant Discharge Elimination System (NPDES) Construction Permit required for the project. The SWPPP would conform to permit requirements and address sediment and erosion control Best Management Practices (BMPs) during construction. Sediment and erosion control BMPs may include bio-rolls, silt fence, rock construction entrances, inlet protection devices, erosion control blankets, erosion stabilization mats, and/or other similar devices to prevent soil erosion and sediment transport. Disturbed areas specified to be revegetated would be restored with final stabilization per permit requirements.

iii. Water appropriation - Describe if the project proposes to appropriate surface or groundwater (including dewatering). Describe the source, quantity, duration, use and purpose of the water use and if a DNR water appropriation permit is required. Describe any well abandonment. If connecting to an existing municipal water supply, identify the wells to be used as a water source and any effects on, or required expansion of, municipal water infrastructure. Discuss environmental effects from water appropriation, including an assessment of the water resources available for appropriation. Discuss how the proposed water use is resilient in the event of changes in total precipitation, large precipitation events, drought, increased temperatures, variable surface water flows and elevations, and longer growing seasons. Identify any measures to avoid, minimize, or mitigate environmental effects from the water appropriation. Describe contingency plans should the appropriation volume increase beyond infrastructure capacity or water supply for the project diminish in quantity or quality, such as reuse of water, connections with another water source, or emergency connections.

The Project Area would be connected to the public water supply, though the site is not currently publicly serviced. The City of Corcoran is constructing a new Water Treatment Plant (WTP) to serve the growing community. A new City-owned water tower would be constructed in the Project Area (the water tower project would in part be financed with federal funds and a federal environmental review would be completed for that separate project).

Climate Change and Resilience

Climate change trends may affect surface water and groundwater interactions that may lead to long-term uncertainty regarding surface and groundwater levels, resulting in impacts to groundwater supply availability, quality, and quantity. Surface and groundwater quantity is driven by the balance of atmospheric input from precipitation and losses due to evapotranspiration.[15] The City has undertaken an extensive water supply planning process as part

[15] DNR. *Climate's Impact on Water Availability*. Updated October 19, 2021 https://www.dnr.state.mn.us/climate/water_availability.html

of the proposed WTP. The City has completed a Northeast Water Supply Feasibility Study and is closely coordinating with regulatory agencies on the development of the proposed WTP. The City would be subject to the conditions of the DNR Water Appropriation Permit.

iv. Surface Waters

a) Wetlands - Describe any anticipated physical effects or alterations to wetland features such as draining, filling, permanent inundation, dredging and vegetative removal. Discuss direct and indirect environmental effects from physical modification of wetlands, including the anticipated effects that any proposed wetland alterations may have to the host watershed, taking into consideration how current Minnesota climate trends and anticipated climate change in the general location of the project may influence the effects. Identify measures to avoid (e.g., available alternatives that were considered), minimize, or mitigate environmental effects to wetlands. Discuss whether any required compensatory wetland mitigation for unavoidable wetland impacts will occur in the same minor or major watershed and identify those probable locations.

Wetland impacts are anticipated as part of the proposed development. The Project design sought to avoid and minimize wetland impacts and mitigate for unavoidable wetland impacts.
The Project Area excludes the adjacent property where Wetlands 2 and 3 are located, the largest wetlands in the immediate area. Direct or indirect impacts are expected to Wetlands 1, 4, 5, & 6 because of grading which would either fill the wetlands or alter the hydrology to the wetlands. Impacts to these wetlands are difficult to avoid due to the size and nature of the wetlands. Wetlands 1 and 6 are farmed wetlands with marginal hydrology. Alterations to the surrounding landscape are likely to adversely impact the hydrology of these wetlands. Similarly, Wetlands 4 and 5 are small and also vulnerable to surrounding landscape alterations. Anticipated wetland impacts could total 1.2 acres.

All necessary wetland permitting would be obtained prior to any wetland impacts occurring. Impacts would be regulated under the Wetland Conservation Act (WCA) as administered by the City of Corcoran as WCA LGU. Additionally, the U.S Army Corps of Engineers would regulate impacts to jurisdictional wetlands under Section 404 of the Clean Water Act.
Any wetland impacts requiring mitigation would be mitigated at a 2:1 ratio through the purchase of wetland bank credits. Credits would be purchased from the same Major Watershed and Bank Service Area, as credit availability permits, and would be purchased using the siting prioritization in the WCA.

The City of Corcoran must approve the proposed wetland impacts and plan for replacement before any impacts occur. Additionally, the Corps of Engineers must issue a jurisdictional determination. If any of the impacted wetlands are Corps jurisdictional, a permit would be required.

The wetland impacts are expected to have minimal effect on the host watershed, as the total impact area is not large, and the existing wetlands are low quality farmed wetlands or small seasonally flooded basins. The replacement wetlands in the wetland bank would be much higher quality wetlands and better able to provide ecosystem services than the existing, low-quality wetlands.

b) Other surface waters- Describe any anticipated physical effects or alterations to surface water features (lakes, streams, ponds, intermittent channels, county/judicialditches) such as draining, filling, permanent inundation, dredging, diking, stream diversion, impoundment, aquatic plant removal and riparian alteration. Discuss direct and indirect environmental effects from physical modification of water features, taking into consideration how current Minnesota climate trends and anticipated climate change in the general location of the project may influence the effects. Identify measures to avoid, minimize, or mitigate environmental effects to surface water features, including in-water Best Management Practices that are proposed to avoid or minimize turbidity/sedimentation while physically altering thewater features. Discuss how the project will change the number or type of watercraft on any water body, including current and projected watercraft usage.

There are not any anticipated impacts or alterations to surface water features as a result of the Project. Appropriate BMPs such as silt fences, inlet protection, and other sediment and erosion control measures would be taken to avoid and minimize sedimentation in downstream waterbodies. The Project would not change the number or type of watercraft on any local waterbodies.

13. Contamination/Hazardous Materials/Wastes

a. Pre-project site conditions - Describe existing contamination or potential environmental hazardson or in close proximity to the project site such as soil or ground water contamination, abandoned dumps, closed landfills, existing or abandoned storage tanks, and hazardous liquid or gas pipelines. Discuss any potential environmental effects from pre-project site conditions that would be caused or exacerbated by project construction and operation. Identify measures to avoid, minimize or mitigate adverse effects from existing contamination or potential environmental hazards. Include development of a Contingency Plan or Response Action Plan.

A review of Minnesota Pollution Control Agency's (MPCA) *What's in My Neighborhood* (WIMN) database[16] was conducted to identify documented potentially contaminated sites within or in the vicinity of the Project Area. One site was identified within the Project Area and two sites were identified within one-half mile of the Project Area. Table 12 summarizes MPCA potentially contaminated sites within the Project Area and within a one-half mile buffer of the Project Area. Figure 11, Appendix A illustrates the location of potentially contaminated sites within and in close proximity to the Project.

Table 12. MPCA Potentially Contaminated Sites within a One-Half Mile of the Project Area

Site Name	Site ID	MPCA Program	Status	Approx. Distance from Project Area (ft.)	Direction in Relation to Project Area
Within the Project Area					
Kiphuth Residence	187436	Petroleum Remediation, Leak Site	Inactive (Leak Report 1995, site closed 1997)	650	North

[16] MPCA. Undated. What's in My Neighborhood. Available at: What's in My Neighborhood | Minnesota Pollution Control Agency (state.mn.us). Accessed. April 2022.

Site Name	Site ID	MPCA Program	Status	Approx. Distance from Project Area (ft.)	Direction in Relation to Project Area
Within One-Half Mile of the Project Area					
Hope Community Church Cemetery	135487	Construction Stormwater (C00033395)	Active (coverage issuance 2012-2023)	0	NA
Lithgow Automotive Inc	95746	Hazardous Waste (MNR000118828)	Inactive (registered 2003-2020)	400	North

An additional review of the Minnesota Department of Agriculture (MDA) WIMN database[17] was conducted to identify documented potentially contaminated sites within or in the vicinity of the Project Area. No records were identified with the Project Area or within a half-mile buffer.

The MPCA identified the Hope Community Church Cemetery (135487) within the Project Area. During the construction of the Project, this site would be fenced off, contractors would be verbally informed of its existence and the site would be clearly identified in contractors materials including plan sheets, so that the site would not be exposed or exacerbated by the construction of the Project. In the event that potentially contaminated soils or other potentially hazardous materials are encountered during construction, plans would be developed to properly handle and treat contaminated soil and/or groundwater. Any contaminated soils or other potentially hazardous materials encountered during construction would be handled and disposed of in accordance with MPCA and any other applicable requirements.

a. Project related generation/storage of solid wastes - Describe solid wastes generated/stored during construction and/or operation of the project. Indicate method of disposal. Discuss potential environmental effects from solid waste handling, storage and disposal. Identify measures to avoid, minimize or mitigate adverse effects from the generation/storage of solid waste including source reduction and recycling.

Construction Waste

Construction wastes would be typical of multifamily housing, senior living, commercial/retail, and medical office developments. Construction wastes would be primarily non-hazardous and would be managed as municipal solid waste (MSW) or construction/ demolition debris. Hazardous wastes in the form of used oils/lubricants, waste paints, or other materials may be generated during construction. The contractor would be required to manage and dispose of all construction-generated waste in accordance with MPCA requirements and all other applicable regulatory requirements. Construction wastes would either be recycled or stored in approved containers and disposed of in the proper facilities. Any excess soil material that is not suitable for use onsite would become the property of the contractor and would be disposed of properly. All solid waste would be managed according to MPCA and other regulatory requirements.

Operational Waste

The Project would generate solid waste during operation of the development, which is anticipated to include retail, medical, multifamily housing, and single-family housing. Solid waste generated during

[17] MDA. 2022. What's in My Neighborhood? - Agricultural. Available at: https://app.gisdata.mn.gov/mda-agchem/. Accessed. April 2022.

operation of the development would be typical of waste generated by these type of land uses and would be primarily managed as mixed MSW. The California Department of Resources Recycling and Recovery (CalRecycle) provides a list of estimated solid waste generate rates for office, industrial, service, and other establishments for general planning purposes[18]. For the residential land uses, the following estimated solid waste generation 12 lbs/housing unit/day. This along with an estimated office/warehouse solid waste generation rate of 1.42 lbs/100 square feet/day results in an estimated 2,806 tons of MSW per year. The collection of MSW would be managed by a waste hauler licensed by the City of Corcoran. The Project would adhere to all MPCA requirements and other regulations pertaining to the use, handling, and disposal of solid waste. Recycling areas would be provided in compliance with the Minnesota State Building code.

b. Project related use/storage of hazardous materials - Describe chemicals/hazardous materials used/stored during construction and/or operation of the project including method of storage. Indicate the number, location and size of any above or below ground tanks to store petroleum or other materials. Discuss potential environmental effects from accidental spill or release of hazardous materials. Identify measures to avoid, minimize or mitigate adverse effects from the use/storage of chemicals/hazardous materials including source reduction and recycling. Include development of a spill prevention plan.

The Project is not anticipated to include permanent chemicals/hazardous materials storage or use during its operation. No above- or below-ground storage tanks are planned for permanent use within the Project Area. If this changes, a Spill Prevention, Control, and Countermeasures plan would be prepared by a licensed Minnesota Professional Engineer pursuant to federal regulations.

Construction equipment may require the limited use of potentially hazardous materials, such as gasoline or diesel fuels, engine motor oils, hydraulic fluids, and other lubricants. Vehicles responsible for the transportation of hazardous materials would be equipped with spill kits for rapid response to any spills and refueling procedures would be implemented to eliminate leakage. Additionally, all fuels, oils, and lubricants would be stored in containment apparatuses while not in use or when being stored. Construction staff would be trained to spot and appropriately respond to potential spills. In the event that a leak or spill incident occurs, the contractor would be required to respond in accordance with MPCA containment and remedial action procedures. A Spill Prevention, Control, and Countermeasures plan would be prepared by a Minnesota Professional Engineer pursuant to federal regulations.

c. Project related generation/storage of hazardous wastes - Describe hazardous wastes generated/stored during construction and/or operation of the project. Indicate method of disposal. Discuss potential environmental effects from hazardous waste handling, storage, and disposal. Identify measures to avoid, minimize or mitigate adverse effects from the generation/storage of hazardous waste including source reduction and recycling.

It is not anticipated that the Project would generate or require storage of hazardous wastes during its construction or operation. Item12.c describes the potential storage and use of hazardous materials during construction and operation of the Project.

14. Fish, Wildlife, Plant Communities, and Sensitive Ecological Resources (Rare Features)

a. Describe fish and wildlife resources as well as habitats and vegetation on or in near the site.

[18] CalRecycle. 2019. Estimated Solid Waste Generation Rates. Available at: https://www2.calrecycle.ca.gov/WasteCharacterization/General/Rates. Accessed April 2022.

The Project resides within Hennepin County and is within an ecological area classified as the Eastern Broadleaf Forest Province, Minnesota and Northeast Iowa Morainal Section, and Big Woods Subsection. Most of the Big Woods Subsection (approximately 75 percent) is cropland, with the remaining land consisting of pasture, upland forest, and wetlands. Historically, oak woodland and maple-basswood forest were common throughout the Big Woods Subsection. Vegetation consisted primarily of deciduous forest species, such as elm (*Ulmus* spp.), American basswood (*Tilia americana*), sugar maple (*Acer saccharum*), ironwood (*Ostrya virginiana*), bur oak (*Quercus macrocarpa*), northern red oak (*Q. rubra*), white oak (*Q. alba*), and aspen (*Populus* spp.). (DNR 2000)[19].

The Project Area and immediately adjacent properties consist of developed land associated with the Hope Community Church, a farmstead, agricultural fields, grass/shrubs, forested areas, wetlands, and ponds (Figure 3, Appendix A). Low density residential areas and a golf course are also nearby. These features could provide habitat for wildlife species, such as deer, raccoons, foxes, coyotes, rabbits, squirrels, mice, passerines and other common birds, raptors, various reptiles, amphibians, and fish.

b. Describe rare features such as state-listed (endangered, threatened or special concern) species, native plant communities, Minnesota County Biological Survey Sites of Biodiversity Significance, andother sensitive ecological resources on or within close proximity to the site. Provide the license agreement number (x) and/or correspondence number (ERDB____) from which the data were obtained and attach the Natural Heritage letter from the DNR. Indicate if any additional habitat or species survey work has been conducted within the site and describe the results.

State Listed Species and Significant Communities

Under Stantec's Limited License to Use Copyrighted Material (LA-2022-23) related to Rare Features Data, the DNR Natural Heritage Information System (NHIS) was searched in March 2023 to identify species and significant ecological communities within the Project Area and within a one-mile radius of the Project Area. No species records were identified within the Project Area. One species record was identified immediately south of the Project Area: the loggerhead shrike (*Lanius ludovicianus*; endangered).

Loggerhead shrike

The loggerhead shrike is associated with open landscapes, such as native upland grasslands, and is mostly restricted to areas that were historically prairie or oak savanna in the state of Minnesota. Other potential habitats include pastures, old fields, shelterbelts, farmyards, and cemeteries. This bird can be seen perching at a variety of sites, including hedgerows, shrubs, and small trees. Sites with thorned vegetation, such as honey locust (*Gleditsia triacanthos*), black locust (*Robinia pseudoacacia*), and hawthorns (*Crataegus* spp.), or barbed wire are useful as this species is carnivorous and impales prey. Finally, this species can occur in agricultural areas and non-native grasslands where there is short grass vegetation and perching sites available. (DNR 2022a)[20].

The Project Area contains grass/shrub habitat that may support the loggerhead shrike. Minimal tree removal is anticipated to be required as part of the Project. Therefore, the Project ***may impact*** the loggerhead shrike. Coordination with the DNR may be needed to avoid impacts to this species. It is unknown whether the loggerhead shrike has used the subject properties for nesting in the past, or whether it would find the present conditions suitable. Post construction, the Project would include an extensive landscape and planting plan to revegetate the site. Care would be taken to select plant species that are native to the area including approved native seed mixes, or that are hardy and would withstand the

[19] DNR. 2000. Ecological Classification System. Available at: https://www.dnr.state.mn.us/ecs/index.html. Accessed March 2023.
[20] DNR. 2022a. Rare Species Guide. Available at: https://www.dnr.state.mn.us/rsg/index.html. Accessed March 2023.

climate.

Native plant communities and sites of biodiversity and ecological significance

No native plant communities, sites of biodiversity significance, or regionally significant ecological areas (RSEA) were identified within the Project Area. Three RSEA were identified within a one-mile radius of the Project Area. These sites are ranked as either moderate, high, or outstanding in significance. A highly ranked site and a moderately ranked site are located approximately 0.35 miles and 0.75 miles west of the Project Area, respectively, and one outstanding site is located approximately one mile south of the Project Area. None of these sites are anticipated to be impacted as part of the proposed Project.

Federally Listed Species

The United States Fish and Wildlife Service (USFWS) Information for Planning and Consultation (IPaC) tool (USFWS 2023)[21] was reviewed in April 2023 to identify federally listed species that have the potential to occur within the Project Area. Four species were identified from this review: the northern long-eared bat (*Myotis septentrionalis*; endangered), the tricolored bat (*Perimyotis subflavus;* proposed endangered), the whooping crane (*Grus americana*; non-essential experimental population), and the monarch butterfly (*Danaus plexippus*; candidate). The IPaC results are included in Appendix E (IPaC).

Northern long-eared bat

Suitable roosting, forage, and travel habitat for northern long-eared bat (NLEB) in the summer consists of a wide variety of contiguous forested and wooded habitats with varying tree density and amounts of canopy closure. While roosting, NLEB is generally found in deep crevices in areas such as forests and woodlots (i.e., live trees and/or snags greater than or equal to three inches in diameter at breast height that have exfoliating bark, cracks, crevices, and/or cavities) as well as linear features such as fence rows, riparian forests, and other wooded corridors. NLEB roosts in both live trees and snags. (Sasse and Perkins 1996[22]; Foster and Kurta 1999[23]; Owen et al. 2003[24]). Additional summer habitat for the NLEB consists of areas adjacent to wooded areas, namely emergent wetlands and edges of agricultural fields, old fields, and pastures. The NLEB has also been observed roosting in human-made structures, such as buildings, barns, bridges, and bat houses. (USFWS 2022a)[25]. During winter months, NLEB hibernate in caves or abandoned mines (Foster and Kurta 1999)[17].

Hennepin County is listed as a county with documented white-nose syndrome (WNS) (WNS Response Team 2023[26] and DNR 2020[27]). According to the DNR NHIS database, no known roost trees or hibernacula are in the Project Area or within a one-mile radius of the Project Area. The DNR and USFWS maintain a list of townships containing documented NLEB maternity roost trees and/or hibernacula entrances. Based on a review of this list, occupied hibernacula are absent within 0.25 miles and no known

[21] USFWS. 2023. Information for Planning and Consultation. Available at: https://ipac.ecosphere.fws.gov/. Accessed March 2023.
[22] Sasse, D.B., and P.J. Pekins. 1996. Summer roosting ecology of northern long-eared bats (*Myotis septentrionalis*) in the White Mountain National Forest. Bats and forests symposium. British Columbia Ministry of Forests Working Paper 23:91-101.
[23] Foster, R.W. and A. Kurta. 1999. Roosting ecology of the northern bat. (*Myotis septentrionalis*) and comparisons with the endangered Indiana bat (*Myotis sodalis*). Journal of Mammalogy 80:659-672.
[24] Owen et al. 2003. Homerange size and habitat use by the northern Myotis (*Myotis septentrionalis*). American Midland Naturalist 150: 352-359.
[25] USFWS. 2022a. Rangewide-Wide Indiana Bat & Northern Long-Eared Bat Survey Guidelines. Available at: https://www.fws.gov/media/range-wide-indiana-bat-and-northern-long-eared-bat-survey-guidelines. Accessed March 2023.
[26] WNS Response Team. 2023. Where is WNS Now? Available at: https://www.whitenosesyndrome.org/where-is-wns. Accessed March 2023.
[27] DNR. 2020. White-nose Syndrome and Minnesota's Bats. Available at: https://www.dnr.state.mn.us/wns/index.html. Accessed April 2023.

occupied maternity roost trees occur with 150 feet of the Project (DNR and USFWS 2021)[28].

Suitable habitat (contiguous forested area) is absent within the Project Area. The Project Area contains some wind break trees but is primarily shrubs that would not provide suitable roosting habitat. The Project Area also contains emergent wetlands, ponds, agricultural edges, and structures that could be used for foraging or roosting but given the growth of residential and developed areas in and around the Project Area, the use of these areas by the NLEB is unlikely. Tree clearing is anticipated to be required as part of the Project. Hope Community Church intends to complete tree/shrub removal during the inactive season (November 15 to March 31) to avoid the NLEB active season (April 1 to November 15) and NLEB pupping season (June 1 to July 31). In the event any tree clearing occurs during the active season, the Project Proposer commits to hiring a qualified party to determine the presence or absence of the species prior to such activity. Therefore, the Project would have ***no effect*** on the NLEB.

The reclassification of the NLEB from threatened to endangered and the nullification of the Final 4(d) Rule took effect on March 31, 2023 (USFWS 2023b)[29].

Tricolored bat

During the non-hibernating seasons, tricolored bats will roost in live and dead leaf clusters of live or dead deciduous hardwood trees. Tricolored bats have also been observed roosting in artificial structures such as barns, bridges, roofs, and other concrete structures. During the winter, tricolored bats hibernate in caves and mines. If mines or caves are not present within the region, they have been observed hibernating in road-associated culverts, tree cavities, and abandoned water wells. (USFWS 2022b)[30].

Suitable habitat in the form of deciduous hardwood trees is present within the Project Area. Minor tree clearing is anticipated for the Project during the bat inactive season. Therefore, the Project may impact this species, but it is recommended that the Project be reassessed for potential effects when a final listing status is determined. If tree clearing during the active season cannot be avoided, the developer would hire a qualified party to determine the presence or absence of the species.

Whooping crane

The whooping crane is a migratory bird species that once nested in northern prairies, but now breeds in remote northern forests in Canada as well as in an experimental population in Wisconsin, preferably within coniferous habitat containing swamps and nearby lakes or ponds. Winter habitat consists of coastal marshes (e.g., Texas, Louisiana, and Florida). The diet of the whooping crane is not well known in summer months, but it is thought to be similar to their wintering diet of shellfish, frogs, snakes, insects, small fish, and plant matter like roots and berries. (National Audubon Society undated)[31].

The Project is within the range of a known, non-essential experimental population of whooping cranes. If this species is found within Minnesota, it is highly likely to be from this experimental population from Wisconsin that is non-migratory. Whether part of a natural or experimental population, Minnesota is out of the Central Flyway used by this species, so there is no concern for stopover sites within the Project Area. Additionally, Minnesota is not located within a known wintering or breeding ground for this

[28] DNR and USFWS. 2021. Townships containing documented northern long-eared bat (NLEB) maternity roost trees and/or hibernacula entrances in Minnesota. Available at: http://files.dnr.state.mn.us/eco/ereview/minnesota_nleb_township_list_and_map.pdf. Accessed March 2023.
[29] USFWS. 2023b. Effective date to reclassify northern long-eared bat as endangered extended. Available at: https://www.fws.gov/press-release/2023-01/effective-date-reclassify-northern-long-eared-bat-endangered-extended. Accessed January 2023.
[30] USFWS. 2022b. Tricolored Bat (*Perimyotis subflavus*). U.S. Fish & Wildlife Service. Available: Tricolored Bat (Perimyotis subflavus) | U.S. Fish & Wildlife Service (fws.gov). Accessed January 2023.
[31] National Audubon Society. undated. Guide to North American Birds: Whooping Crane. Available at: https://www.audubon.org/field-guide/bird/whooping-crane. Accessed April 2023.

species. Suitable habitat (prairies, coniferous swamps, lakes, ponds, or coastal marshes) is not present within the Project Area. Wetland features and a small pond are present within the Project Area, but these areas are isolated within an area dominated by active agriculture and development with minimal coniferous tree canopy. Finally, the Project does not overlap any USFWS or National Park Service lands. As such, impacts are not anticipated for this species.

Monarch butterfly

The monarch butterfly is a migratory butterfly that exists in two main populations within the United States divided by the Rocky Mountains: the eastern population that overwinters in the mountains of Mexico, and the western population that overwinters along the southern pacific coast of California (United States Department of Agriculture [USDA] Forest Service undated)[32]. Monarch butterflies are a widespread species found in fields, prairies, savannahs, and most places where their host plant, milkweeds (*Asclepias* spp.), occur throughout the United States and southern Canada. This species generally occurs in areas with high densities of nectar sources. During late summer and during migration, adults use nectar species such as black-eyed Susan (*Rudbeckia hirta*), narrow-leaved coneflower (*Echinacea angustifolia*), and rough blazing star (*Liatris aspera*) (DNR 2022b)[33]. However, the presence of milkweeds is required for breeding habitat as it is the only plant on which the larvae can feed (National Wildlife Federation undated)[34].

Given the level of disturbance from active agriculture and development, suitable habitat (nectar sources and milkweed) for the monarch butterfly is likely not present or highly limited within the Project Area. Canada goldenrod (*Solidago canadensis*), a nectar source, was identified in the Project Area during the wetland delineation (Fall 2022). Undocumented nectar sources and/or milkweed may also be present in the grassland areas found within the Project Area. Therefore, impacts to the monarch butterfly may occur within the Project Area. It is recommended that the effects be reassessed when a listing status is revisited for this species.

c. Discuss how the identified fish, wildlife, plant communities, rare features and ecosystems may be affected by the project including how current Minnesota climate trends and anticipated climate change in the general location of the project may influence the effects. Include a discussion on introduction and spread of invasive species from the project construction and operation. Separatelydiscuss effects to known threatened and endangered species.

State Listed Species and Significant Communities

Loggerhead shrike

Suitable habitat for the loggerhead shrike (grass/shrub) is located within the Project Area. Therefore, the proposed Project may impact this species.

According to the 2010 State of the Birds Report on Climate Change conducted by the North American Bird Conservation Initiative (NABCI), the effects of warming temperatures on the loggerhead shrike have not been thoroughly investigated, but their assessment indicated a low vulnerability (NABCI 2010)[35]. However, given the carnivorous diet of this species, it could be impacted by prey availability given the

[32] United States Department of Agriculture [USDA] Forest Service. undated. Migration and Overwintering. Available at: https://www.fs.fed.us/wildflowers/pollinators/Monarch_Butterfly/migration/. Accessed November 2021.
[33] DNR. 2022b. Butterfly Gardens. Available at: https://www.dnr.state.mn.us/gardens/butterfly/index.html. Accessed March 2022.
[34] National Wildlife Federation. undated. Monarch Butterfly. Available at: https://www.nwf.org/Educational-Resources/Wildlife-Guide/Invertebrates/Monarch-Butterfly. Accessed December 2021.
[35] NABCI, U.S. Committee. 2010. The State of the Birds 2010 Report on Climate Change, United States of America. Washington, DC: U.S. Department of the Interior. http://www.stateofthebirds.org/2010/pdf_files/State of the Birds_FINAL.pdf. Accessed January 2023.

various vulnerabilities of other bird, reptile, insect, and small mammal species to climate change (The Cornell Lab of Ornithology 2023)[36].

Native plant communities and sites of biodiversity and ecological significance

No native plant communities, sites of biodiversity significance, or RSEA are located within the Project Area, and no impacts are anticipated for the three RSEA located within one mile of the Project Area.

While no impacts are anticipated on the Project level, as discussed in Section 7 Climate Adaptation and Resilience, the warmer and wetter conditions expected in Minnesota as a result of climate change are expected to impact these communities. These diverse communities are made up of many species, with some having higher tolerances to heat and moisture than others. If the habitat becomes unsuitable for some species, it could change the dynamics within the entire community.

Federally Listed Species

Northern long-eared bat

Contiguous forested habitat is not present within the Project Area, as such, the Project is anticipated to have no effect on the NLEB. The Project Area is over 0.25 miles from a known, occupied hibernaculum. No known maternity roosts occur within 150 feet of the Project and Hope Community Church intends to conduct minimal tree clearing during the NLEB inactive season (November 15 to March 31). If tree clearing during the active season cannot be avoided, the developer would hire a qualified party to determine the presence or absence of the species.

As discussed in Section 7, Minnesota's climate is trending warmer with more extreme precipitation events. Changes in temperature and precipitation may influence the NLEB's available suitable roosting and foraging habitat, as well as prey availability (USFWS 2022c)[37]. Although a less significant stressor compared to white-nose syndrome, climate change variables may negatively affect the NLEB (USFWS 2022d)[38].

Tricolored bat

The Project may impact the tricolored bat due to the presence of suitable habitat (deciduous hardwood trees) within the Project Area and the plan to clear minimal trees. This species is proposed as federally endangered, so impacts should be reassessed when a listing status is finalized.

The tricolored bat is susceptible to climate change. For instance, areas that are experiencing more intense rainfall, such as Minnesota, may also see decreased foraging behavior from the tricolored bat along with decreased insect availability (USFWS 2021)[39].

Whooping crane

The Project Area does not contain suitable habitat (prairies, coniferous swamps, lakes, ponds, or coastal marshes) that could support the whooping crane and it is located outside of the Central Flyway used by

[36] The Cornell Lab of Ornithology. 2023. All About Birds – Loggerhead Shrike Life History. Available at: https://www.allaboutbirds.org/guide/Loggerhead_Shrike/lifehistory. Accessed January 2023.
[37] USFWS. 2022c. Northern Long-Eared Bat Overview. Available at: https://www.fws.gov/species/northern-long-eared-bat-myotis-septentrionalis. Accessed September 2022.
[38] USFWS 2022d. Proposed Rule 87 FR 16442: Endangered and Threatened Wildlife and Plants; Endangered Species Status for Northern Long-Eared Bat. Available at: https://www.federalregister.gov/d/2022-06168. Accessed January 2023.
[39] USFWS. 2021. Species Status Assessment Report for the Tricolored Bat (*Perimyotis subflavus*). Version 1.1. Page iii. USFWS Northeast Region. Hadley, MA. Available at: https://fws.gov/species/tricolored-bat-perimyotis-subflavus. Accessed February 2023.

this species. Wetland features and a small pond are located in the Project Area, but these areas are isolated in an area dominated by active agriculture and development with minimal coniferous tree canopy. Individuals found in Minnesota would be from a non-essential experimental population in Wisconsin that is non-migratory. Therefore, impacts are not anticipated for the whooping crane as a result of the Project.

According to Audubon, this already rare species is highly vulnerable to climate change; given an imminent 1.5-degree Celsius increase in average global temperature if no action is taken, this species would be on track to lose 86 percent of its breeding range and 19 percent of its wintering range (National Audubon Society undated)[40].

Monarch butterfly

Impacts to the monarch butterfly may occur within the Project Area due to the presence of Canada goldenrod and additional grassland that may hold undocumented nectar sources and/or milkweed. This species is a candidate for federal listing; therefore, effects should be reconsidered when a listing status is revisited.

As discussed in Section 7, climate change is anticipated to result in increasing temperatures in Minnesota, which may increase the number of days and the area in which monarch butterfly populations will be exposed to unsuitably high temperatures. This can result in them using up fat stores too quickly at their overwintering sites and may result in them incorrectly judging when to enter and exit states of dormancy (diapause). (Kobilinksy 2019)[41].

Invasive Species

Noxious weeds and invasive species in Minnesota are managed through the MDA under Minnesota Statutes Section 18.78, the DNR, and local ordinances. Best management practices (BMPs) during construction activities and operation within the Project Area should be implemented to minimize the introduction or spread of noxious weeds and invasive species. These practices include cleaning vehicles and equipment of mud and dirt from other construction areas, removing seeds that attach to clothing or equipment, minimizing soil disturbance, not moving potentially contaminated materials between sites, and staying on designated roads/trails. (USDA undated[42] and DNR 2023[43]).

d. Identify measures that will be taken to avoid, minimize, or mitigate the adverse effects to fish,wildlife, plant communities, ecosystems, and sensitive ecological resources.

Sightings of any rare species during construction or operation of the Project would be reported to the DNR Nongame Wildlife specialist. Hope Community Church would follow the guidance that is received to avoid impacts.

Hope Community Church understands restrictions related to the NLEB and intends to conduct tree clearing during the inactive season (November 15 to March 31) to avoid the NLEB active season (April 1 to November 15) and the NLEB bat pupping season (June 1 to July 31). If tree clearing during the active season cannot be avoided, the developer would hire a qualified party to determine the presence or absence

[40] National Audubon Society. undated. Guide to North American Birds: Whooping Crane. Available at: https://www.audubon.org/field-guide/bird/whooping-crane. Accessed April 2023.
[41] Kobilinksy, Dana. 2019. Watch: Temperature Drives Internal Clock for Monarchs. The Wildlife Society. Available at: https://wildlife.org/watch-temperature-drives-internal-clock-for-monarchs/. Accessed September 2022.
[42] USDA National Invasive Species Information Center. Undated. Best Management Practices. Available at: https://www.invasivespeciesinfo.gov/subject/best-management-practices. Accessed January 2023.
[43] DNR. 2023. Terrestrial Invasive Species. Available at: https://www.dnr.state.mn.us/invasives/terrestrial/index.html. Accessed January 2023.

of the species.

Hope Community Church plans to utilize native seed mixes to buffer wetlands and ponds as part of their landscaping efforts.

15. Historic Properties

Describe any historic structures, archeological sites, and/or traditional cultural properties on or in close proximity to the site. Include: 1) historic designations, 2) known artifact areas, and 3) architectural features. Attach letter received from the State Historic Preservation Office (SHPO). Discuss any anticipated effects to historic properties during project construction and operation. Identify measures that will be taken to avoid, minimize, or mitigate adverse effects to historic properties.

The Minnesota State Historic Preservation Office (SHPO) was contacted regarding the presence of architectural or archaeological resources. Cultural and archaeological resource are not present within the proposed expansion site.

16. Visual

Describe any scenic views or vistas on or near the project site. Describe any project related visual effects such as vapor plumes or glare from intense lights. Discuss the potential visual effects from the project. Identify any measures to avoid, minimize, or mitigate visual effects.

The Project Area and adjacent properties currently consists of a church, cemetery, agriculture, a barn, and a single-family home. The Project Area itself is vacant. No designated scenic views or vistas are present in the vicinity of the Project. The landscape immediately surrounding the site consists of a single-family residential neighborhood to the north and farmland or vacant land to the south, east, and west. The primary visual impact would the transition of views from undeveloped, agricultural and large lot rural residential to buildings, parking lots, and stormwater basins. The Project is not expected to include industries that would emit vapor plumes. The Project Area is zoned by the City of Corcoran as General Mixed Use and Public/Institutional. The Project would be required to adhere to the City of Corcoran's ordinance requirements including building height and form, landscape screening, and lighting. The existing tree lines and vegetation along sections of the Project Area would partially serve as a buffer for nearby residents. Tree removal and wetland impacts would be minimized to the extent possible primarily around the edges of the Project Area. Additional vegetative screening may be added, where appropriate.

17. Air

a. Stationary source emissions - Describe the type, sources, quantities and compositions of any emissions from stationary sources such as boilers or exhaust stacks. Include any hazardous air pollutants, criteria pollutants. Discuss effects to air quality including any sensitive receptors, human health or applicable regulatory criteria. Include a discussion of any methods used assess the project's effect on air quality and the results of that assessment. Identify pollution control equipment and other measures that will be taken to avoid, minimize, or mitigate adverse effects from stationary source emissions.

The Project is not anticipated to include any stationary sources emissions.

b. Vehicle emissions - Describe the effect of the project's traffic generation on air emissions. Discuss the project's vehicle-related emissions effect on air quality. Identify measures (e.g. traffic operational improvements, diesel idling minimization plan) that will be taken to minimizeor mitigate vehicle-related emissions.

The Project Area is located in a Carbon Monoxide (CO) maintenance area. The Project is expected to generate increased vehicular traffic, which would result in a relatively small increase in CO emissions and other vehicle related emissions. The Minnesota Department of Transportation (MnDOT) developed a CO hot spot screening method designed to identify intersections that may result in CO emissions that exceed air quality standards. MnDOT's screening method assumes that intersections with a total daily traffic volume exceeding 82,300 vehicles per day may result in potential CO impacts that exceed air quality standards. A traffic impact study was completed for the Project, which is discussed in Item 20 of this EAW. Based on this study, the roadways in and surrounding the Project Area would not experience traffic volumes exceeding 82,300 vehicles per day. Therefore, it is not anticipated that vehicle emissions generated by the project would have the potential to significantly impact CO air pollution.

c. Dust and odors - Describe sources, characteristics, duration, quantities, and intensity of dust and odors generated during project construction and operation. (Fugitive dust may be discussed under item 17a). Discuss the effect of dust and odors in the vicinity of the project including nearby sensitive receptors and quality of life. Identify measures that will be taken to minimize ormitigate the effects of dust and odors.

The Project is not anticipated to produce dust or odors during its operation, but it may generate temporary dust and odors during construction. Sensitive receptors to these dusts and odors would include residents surrounding the Project Area. Potential odors would likely be associated with exhaust from diesel engines and fuel storage. Dust generated during construction would be minimized through standard dust control measures such as applying water to exposed soils and limiting the duration of exposed soils to the extent possible. Dust levels after construction is complete would be minimal as all surfaces would be paved or revegetated. With these mitigations in place, the quality of life for nearby residences is not anticipated to be affected.

18. Greenhouse Gas (GHG) Emissions/Carbon Footprint

a. GHG Quantification: For all proposed projects, provide quantification and discussion of project GHG emissions. Include additional rows in the tables as necessary to provide project-specific emission sources. Describe the methods used to quantify emissions. If calculation methods are not readily available to quantify GHG emissions for a source, describe the process used to cometo that conclusion and any GHG emission sources not included in the total calculation.

The GHG emissions for the Project are calculated using the Simplified Greenhouse Gas Emissions Calculator (SGEC) tool and are based on the methodologies for developing a carbon footprint described in Minnesota Environmental Quality Board's (EQB's) Revised EAW Guidance (January 2022). Table 13 shows the emission categories for project carbon footprint calculations, as provided in the EQB Guidance.

Table 13. Emission Categories for Carbon Footprint

Category	Scope	Project Phase	Type of Emissions
Direct Emissions	Scope 1	Operations	Combustion (Stationary, Area, Mobile Sources)
	Scope 1	Operations	Non-Combustion Processes
	Scope 1	Construction	Combustion (Mobile Sources)
	Scope 1	Construction	Land-Use
Indirect Emissions	Scope 2	Operations	Off-site Electricity/Steam Production (Market-Based and Location-Based)
	Scope 3	Operations	Off-site Waste Management
Atmospheric Removal of GHGs	Scope 1 (Sinks)	Construction/Operations	Land-Use (CO2 removals to terrestrial storage)

A description of the carbon footprint associated with the Project is provided below.

Construction Emissions

GHG emissions from construction are associated with fuel combustion in the mobile construction equipment and on-road vehicles. The assumed construction schedule is five (5) years to complete the Project. For on-road vehicles (commuting construction workers, dump trucks and semi-trucks), emissions are calculated by estimating the number of vehicles, miles traveled, gallons of fuel used (using default mileage rates), and emission factors from the U.S. EPA's Emission Factors Hub (https://www.epa.gov/climateleadership/ghg-emission-factors-hub, updated April 2022).

For off-road vehicles, the quantity and horsepower of cranes, backhoes, loaders, bulldozers, excavators, and skid steers was estimated based on similar projects. The default fuel consumption rate of 0.05 gallons per horsepower-hour[44] is used to determine the fuel usage for all equipment. Similar to the on-road vehicles, emission factors from the Emission Factors Hub are used to calculate GHG emissions.

Per EQB's Revised EAW Guidance, total construction emissions to construct the Project are divided by the lifetime of the project, estimated to be 50 years.

Operational Emissions – Mobile Sources

Average daily trips associated with the proposed Project are provided in Table 14.

Table 14. Average Trips per Day

Activity	Trips/Day
Multi-Family Unit Residents	1,543
Senior Living Residents (includes 55+ housing, senior	1,628

[44] Based on South Coast Air Quality Management District CEQA Air Quality Handbook, Table A9-3E.

housing, senior villas, and row townhomes)	
Retail Facilities (two coffee shops, two fast-casual restaurants, and strip retail)	2,794
Medical Facilities	3,181
Deliveries (assumes heavy duty diesel trucks)	15
Total	9,161

It is conservatively assumed that these trips are five (5) miles each and take place for 365 days per year. Gas mileage for light duty vehicles (residents, retail and medical) is estimated based on the U.S. Department of Transportation's Bureau of Transportation Average Fuel Efficiency for Light Duty Vehicles. Delivery trucks are assumed to be heavy-duty diesel trucks. Gas mileage for the diesel trucks are based on U.S. Department of Transportation, Federal Highway Administration data from 2019. GHG emissions associated with these trips are calculated using the Emission Factors Hub.

Operational Emissions – Stationary Combustion

The projected natural gas usage for the buildings associated with the Project is estimated using the U.S. Energy Information Administration's Commercial Buildings Energy Consumption Survey (CBECS, 2012 – released May 2016). The CBECS provides natural gas intensities in standard cubic feet per square foot per year for several different building activity categories.

Natural gas combustion GHG emissions are calculated using emission factors from the Emission Factors Hub.

Operational Emissions – Offsite Electricity Production

Similar to natural gas usage, electricity needs for the proposed buildings are estimated using the CBECS, which provides electricity usage intensity in kilowatt-hours per square foot of building space. GHG emissions occur offsite (Scope 2) when the electricity is generated. The SGEC tool calculates GHG emissions from electricity generation on a regional basis (defined by U.S. EPA using data from the EIA and the North American Electric Reliability Corporation (NERC))[45], using average emission factors based on the mix of fuels used to generate the electricity in each region. For this project, the Midwest Reliability Organization West (MROW) region is used. The electricity generation in MROW is comprised of approximately 50 percent fossil fuels (coal and natural gas), nine percent nuclear and approximately 40 percent renewables (hydro, wind, and solar).

Operational Emissions - Waste Management

GHG emissions from waste management are associated with the waste generation, transportation to landfill, equipment use at landfill and fugitive landfill methane emissions (based on typical landfill gas collection practices and average landfill moisture conditions). For this Project, emissions are provided for residential waste only. The waste generation for the medical and retail facilities are not included as no reliable waste data source was identified.

Estimates were made for the number of residents per unit for each of the housing types: multi-family housing – four residents, senior housing and 55+ housing – one resident, and villas and row townhomes – two residents. The total number or residents was estimated to be 1,832.

[45] https://www.epa.gov/egrid

A default waste generation rate of 4.9 pounds per person per day was obtained from the *U.S. EPA's Fact Sheet, 2018 – Municipal Solid Waste Generation, Recycling and Disposal in the United States: Facts and Figures for 2018*. Conservatively applying this rate to the number of residents yields a waste generation rate of 1,638 tons per year.

GHG emissions are estimated based on emission factors from the U.S. EPA's Waste Reduction Model (WARM).

Carbon Sequestration Associated with Land Use Changes

As prescribed by the EQB's Draft EAW Guidance, GHG emissions associated with changes in land use are quantified using the Chapter 6: Land Use, Land-Use Change and Forestry, of the U.S. EPA's Inventory of Sources and Sinks of Greenhouse Gases[46], which provides an assessment of greenhouse gas fluxes resulting from land use and land use change in the U.S. The term "flux" describes the exchange of carbon dioxide to and from the atmosphere. A negative flux is a removal of carbon dioxide from the atmosphere, or carbon sequestration.

For this Project, GHG emissions were calculated for the following proposed land use changes: Wetland to Settlement (developed areas consisting of a mix of lawns and other grassy areas, trees, landscaping and impervious surfaces), Forest to Settlement, Cropland to Wetland (i.e. stormwater pond), and Cropland to Settlement. The net increase in CO_2e associated with the losses of carbon sinks is estimated at 355 tons per year.

Summary

A summary of GHG emissions are provided in Table 15. Emissions are presented in tons per year of carbon dioxide equivalent, which takes into account each GHG's global warming potential (GWP). Detailed emission calculations are provided in Appendix G Greenhouse Gas Analysis Calculations.

Table 15. GHG Emissions Summary (CO2e in short tons per year)

Scope	Source	GHG Emissions (ton/yr of CO2e)
Direct Emissions		
Scope 1	Construction – Mobile Sources	683
Scope 1	Operations – Stationary Combustion (Natural Gas)	1,325
Scope 1	Operations – Mobile Sources	7,138
Indirect Emissions		
Scope 2	Operations – Purchased Electricity	3,358
Scope 2	Operations – Waste Management	954

[46] https://www.epa.gov/ghgemissions/inventory-us-greenhouse-gas-emissions-and-sinks

Atmospheric Removal of GHGs		
Scope 1 – Sinks	Land Use*	355
	Total	13,813

** Positive number reflects net gain in emissions due to loss of carbon sequestration from the land.*

b. GHG Assessment

i. Describe any mitigation considered to reduce the project's GHG emissions.

Mitigation Considerations

The following possible activities may be considered to help mitigate the project's GHG emissions:

- Minimize grading, incorporating existing topography into the site design.
- Elimination of invasive species and replacing with native grasses and plants.
- Keeping as many existing trees as possible.
- Re-using surface water collected in ponds for irrigation.
- Utilizing best management practices (BMPs) to conserve water, preserve water quality, limit pesticide and fertilizer applications and habitat management.
- Energy efficient lighting in buildings and parking lots.
- Use of energy efficient building materials.
- Installation of energy efficient appliances, windows and heating, ventilation and air conditioning (HVAC) units.
- Use of renewable energy sources

ii. Describe and quantify reductions from selected mitigation, if proposed to reduce theproject's GHG emissions. Explain why the selected mitigation was preferred.

Reductions from Selected Mitigation

The mitigation measures above may help offset the GHG emissions from the Project, but were not explicitly quantified in this analysis. The Project's GHG emissions (without mitigation) are conservatively estimated to be those presented in Table 15.

iii. Quantify the proposed projects predicted net lifetime GHG emissions (total tons/#of years) and how those predicted emissions may affect achievement of the Minnesota Next Generation Energy Act goals and/or other more stringent state or local GHG reduction goals.

Net Lifetime GHG Emissions and Effect on State and Local Emissions Goals

The project lifetime is estimated at 50 years. Thus, the lifetime emissions associated with the project are approximately 690,648 tons of CO_2e. This conservative total may be offset by the mitigation measures noted above. The project's GHG emissions would have minimal effect on the State of Minnesota's or the local area's GHG reduction goals.

19. Noise

Describe sources, characteristics, duration, quantities, and intensity of noise generated during project

construction and operation. Discuss the effect of noise in the vicinity of the project including 1) existing noise levels/sources in the area, 2) nearby sensitive receptors, 3) conformance to state noise standards, and 4) quality of life. Identify measures that will be taken to minimize or mitigate the effects of noise.

1) *Existing noise levels/sources in the area*

   Existing noise sources include vehicle traffic along CSAH 30 and County Road (CR) 116, agricultural land use, and activities associated with Hope Community Church, which is generally situated in the center of the Project Area.

2) *Nearby sensitive receptors*

   The noise receptors nearest to the Project Area include the residential areas immediately north of the Project Area on the south side of Hunters Ridge and the residential areas immediately east of the existing Hope Community Church, across CR 116. The closest residential homes are approximately 100-200 feet from the Project Area, along the northern boundary of the Project Area.

3) *Conformance to State noise standards*

   The Project would minimize noise disturbances caused by the construction of the Project to the extent possible and would adhere to the noise regulations outlined in Minnesota State Statute 7030.0030 and Corcoran City Ordinances 1060.090 and 82.03 subpart 5 (MPCA 2015 and City of Corcoran Municipal Code 2022)[16,47]. The regulations state that construction activities are prohibited between 7:00 p.m. and 7:00 a.m. on weekdays and 4:00 p.m. and 8:00 a.m. on weekends and federal holidays. (MPCA 2015)[6].

4) *Quality of life*

   The Project would consist of multifamily housing, senior living, commercial/retail, and medical office uses that would not emit noise levels exceeding state noise standards. Construction of the Project would temporarily result in elevated noise levels. Construction noise would be temporary and would adhere to local ordinance requirements. No construction or operation hours would occur during nighttime hours. Construction equipment would be properly muffled and maintained in working order. This Project is not anticipated to affect the quality of life for nearby residents. The Project would be required to adhere to State and city noise regulations.

20. Transportation

a. Describe traffic-related aspects of project construction and operation. Include: 1) existing and proposed additional parking spaces, 2) estimated total average daily traffic generated, 3) estimated maximum peak hour traffic generated and time of occurrence, 4) indicate source of trip generation rates used in the estimates, and 5) availability of transit and/or other alternative transportation modes.

1) Existing parking spaces: 224
   Proposed parking spaces: Approximately 1,786

2) Total average daily traffic generated: 8,231 trips per day

[47] MPCA 2015. Noise rules in Minnesota. Available at: A Guide to Noise Control in Minnesota (state.mn.us). Accessed March 2022.

3) Maximum peak hour traffic generated and time of occurrence: 774 trips during p.m. peak hour (4:30-5:30 p.m.)

4) Source of trip generation rates: Trip Generation, Eleventh Edition, published by the Institute of Transportation Engineers

5) Availability of transit and/or other alternative transportation modes: There are no transit routes or pedestrian facilities in the Project area.

b. Discuss the effect on traffic congestion on affected roads and describe any traffic improvements necessary. The analysis must discuss the project's impact on the regional transportation system.If the peak hour traffic generated exceeds 250 vehicles or the total daily trips exceeds 2,500, a traffic impact study must be prepared as part of the EAW. Use the format and procedures described in the Minnesota Department of Transportation's Access Management Manual, Chapter 5 (available at: http://www.dot.state.mn.us/accessmanagement/resources.html) or a similar local guidance.

A complete Traffic Impact Study with existing and future volumes is included in the Appendix H. This appendix includes relevant figures including existing traffic volumes, future peak traffic volumes, proposed development layout, and access locations.

c. Identify measures that will be taken to minimize or mitigate project related transportation effects.

The following mitigation measures are recommended at each intersection:

- CSAH 30/CR 116
  - Short term – Construct dedicated westbound right lane 300 feet in length.
  - Long term – No additional improvements needed.

- CR 116/Hunters Ridge
  - Short term – Construct planned northbound and southbound left and right turn lanes on CR 116. Widen eastbound and westbound Hunters Ridge approaches to provide a 200-foot left turn lane and a through/right turn lane.
  - Long term – No additional improvements needed.

- CSAH 30/access
  - Short term – Construct 300-foot eastbound left turn and westbound right turn lanes on CSAH 30. Construct southbound approach with 200-foot left turn and right turn lanes.
  - Long term – No additional improvements needed.

21. Cumulative Potential Effects

(Preparers can leave this item blank if cumulative potential effects areaddressed under the applicable EAW Items)

a. Describe the geographic scales and timeframes of the project related environmental effects that could combine with other environmental effects resulting in cumulative potential effects.

While the market would ultimately drive the phasing of the Project, it is anticipated that multifamily and senior housing would ultimately lead this development due to current market conditions, and

utility availability. From that point, it is anticipated that the retail and commercial spaces would begin to develop, followed by/or along with subsequent housing phases. There are no other projects in the surrounding area that are known to be in construction, operation, or planned; and therefore, could not be considered in the cumulative potential effects.

b. Describe any reasonably foreseeable future projects (for which a basis of expectation has been laid) that may interact with environmental effects of the proposed project within the geographic scales and timeframes identified above.

As referenced in Item 12.b.iii., the City of Corcoran is constructing a new Water Treatment Plant to serve the growing community. The new City-owned water tower would be constructed in southern portion of the Hope Community Development Project Area. Note: the water tower project would in part be financed with federal funds and a separate (federal) environmental review would be completed for that project. It is the City of Corcoran's intent to have the water tower in operation by year end 2024.

There is one other development that we considered as a part of this response and that is the Amberley and Bellwether developments approximately 0.25-mile to the northeast (north of Hunters Ridge and east of CR 116). This will be a residential development with approximately 400 homes. A majority of the homes are within the Bellwether portion of the developments, which is an age-restricted community. Construction of the development is underway and full build-out is anticipated for 2024. An Environmental Assessment Worksheet was completed for this project when it was known as "Encore" in 2018.

In discussions with City of Corcoran, no other reasonably foreseeable future projects were identified in the Project Area (as described in Item 21.a.).

c. Discuss the nature of the cumulative potential effects and summarize any other available information relevant to determining whether there is potential for significant environmental effects due to these cumulative effects.

In reviewing the Hope Community Development Project and the new City-owned water tower project, the cumulative potential effect would be limited to the conversion of agricultural land to non-agricultural land. The water tower project would impact 1.2 acres of agricultural land, that along with the Hope Community Development Project's 16.8 acres of conversion (refer to Table 3 Cover Types) would account for a total conversion of approximately 18 acres in Corcoran, Minnesota.

Similar to the cumulative potential effects of the Hope Community Development Project and the City-water tower project, the previously approved Amberly and Bellwether developments will also result in a conversion of agricultural land. These previously approved developments were part of the Encore EAW completed prior to construction. Agricultural land will be replaced with impervious surface area (i.e., rooftops and paved surfaces). Both developments will manage stormwater per local and state requirements. Additionally, the City worked with the developers to consider landscaping for the built condition. The developments will introduce new traffic to the local roadway system, and their independent traffic analysis, study and recommendations were used to plan for any necessary safety or operation improvements.

22. Other Potential Environmental Effects

If the project may cause any additional environmental effects not addressed by items 1 to 19, describe the effects here, discuss the how the environmentwill be affected, and identify measures that

will be taken to minimize and mitigate these effects.

No other potential environmental effects are anticipated that are not addressed by Items 1 through 21.

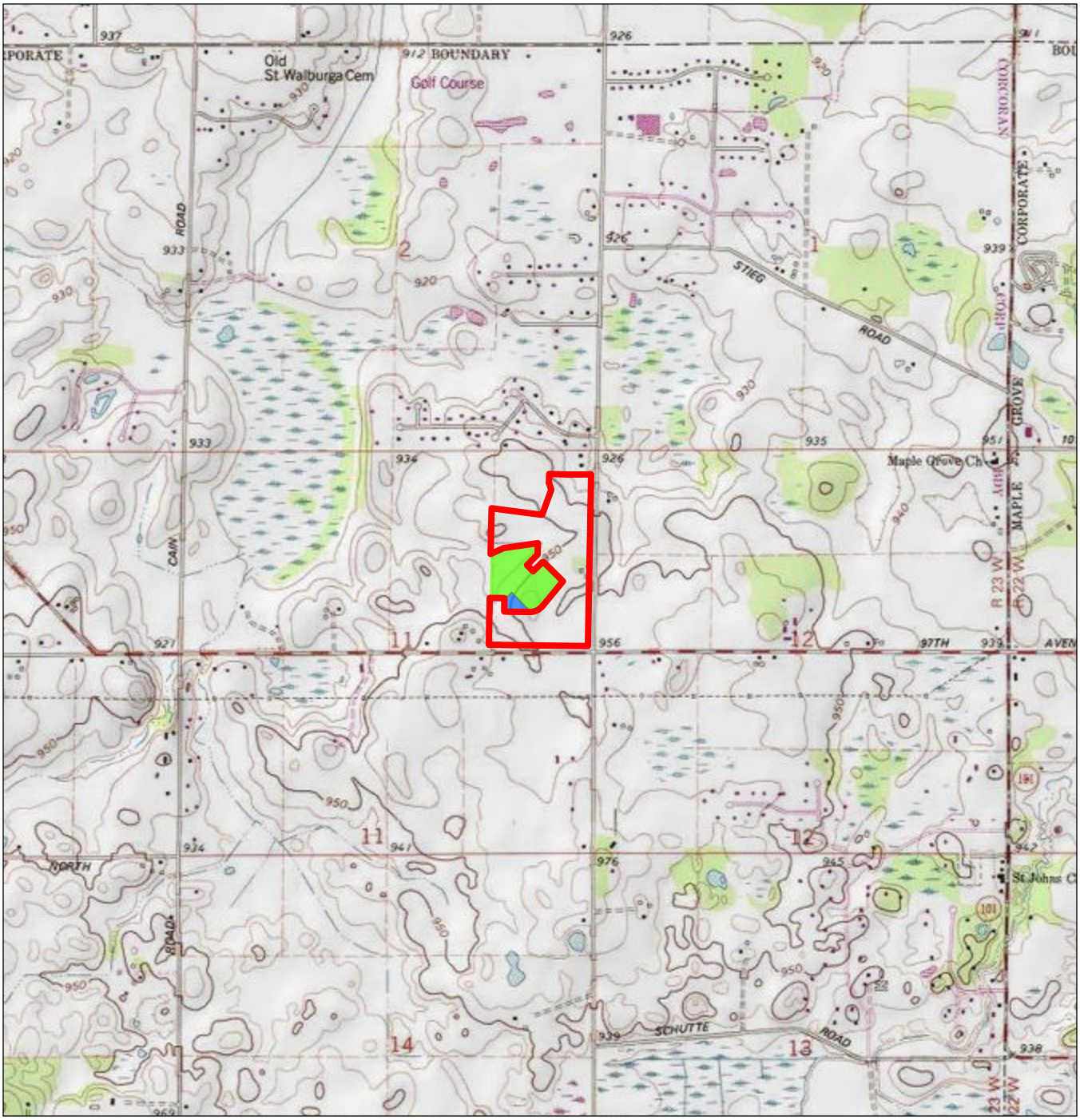
RGU CERTIFICATION
*(The Environmental Quality Board will only accept **SIGNED** EnvironmentalAssessment Worksheets for public notice in the EQB Monitor.)*

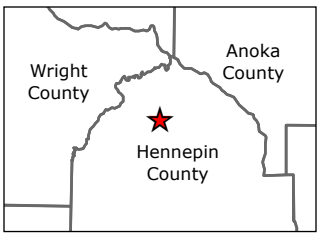
I hereby certify that:

- The information contained in this document is accurate and complete to the best of my knowledge.
- The EAW describes the complete project; there are no other projects, stages or components other than those described in this document, which are related to the project as connected actions or phased actions, as defined at Minnesota Rules, parts 4410.0200, subparts 9c and 60, respectively.
- Copies of this EAW are being sent to the entire EQB distribution list.

Signature_____ Date _____

Title _____





Legend

- Project Area
- Existing Development
- Under Seperate Review

0 1,000 2,000 Feet

(At original document size of 8.5x11)
1:24,000

N

Stantec

Notes

1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Stantec
3. Background: USGS Rodgers 7.5 Minute Quadrangle

Project Location
T119N, R23W, S11
Corcoran, Hennepin Co., MN

Prepared by KJM on 2023-05-16

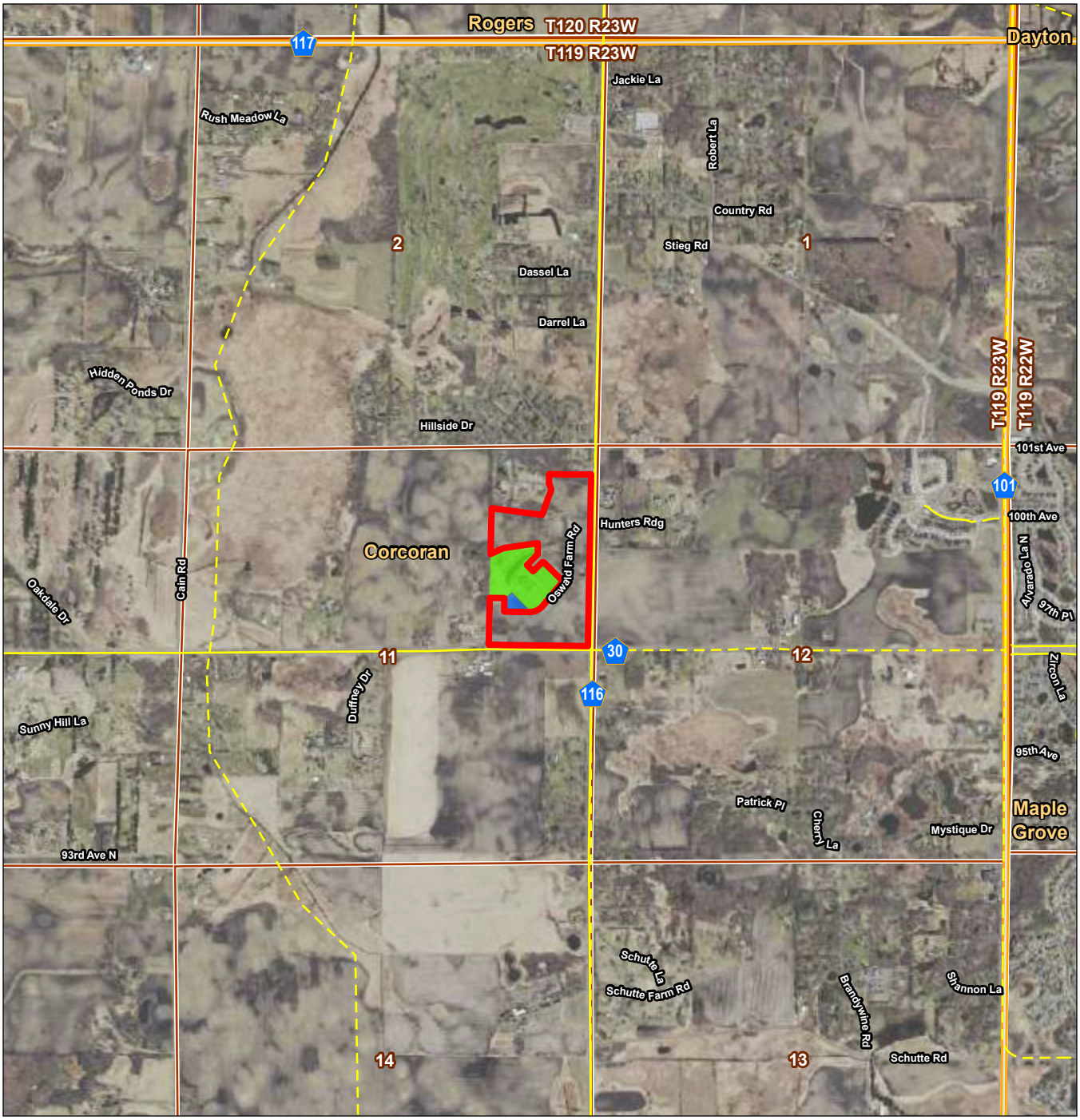
Client/Project
City of Corcoran, MN
Hope Church Development
EAW

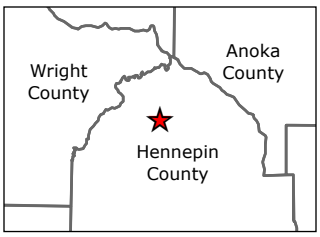
193806102

Figure No.
1

Title
Project Location USGS Topo Map

V:\1938\Active\193806102\03_data\gis_cad\gis\proj\eaw\eaw.aprx Revised: 2023-05-16 By: kjmueller





Notes
1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Stantec, MnGeo, MnDNR, MnDOT
3. Background: 2020 color 7-county

Legend
- Project Area
- Existing Development
- Under Seperate Review
- Municipal Boundary
- PLSS Boundary

Metro Region Trails/Bikeways

Trail Status
- Planned
- Existing

0 1,000 2,000 Feet
(At original document size of 8.5x11)
1:24,000

N

Stantec

Project Location
T119N, R23W, S11
Corcoran, Hennepin Co., MN

Prepared by KJM on 2023-05-16

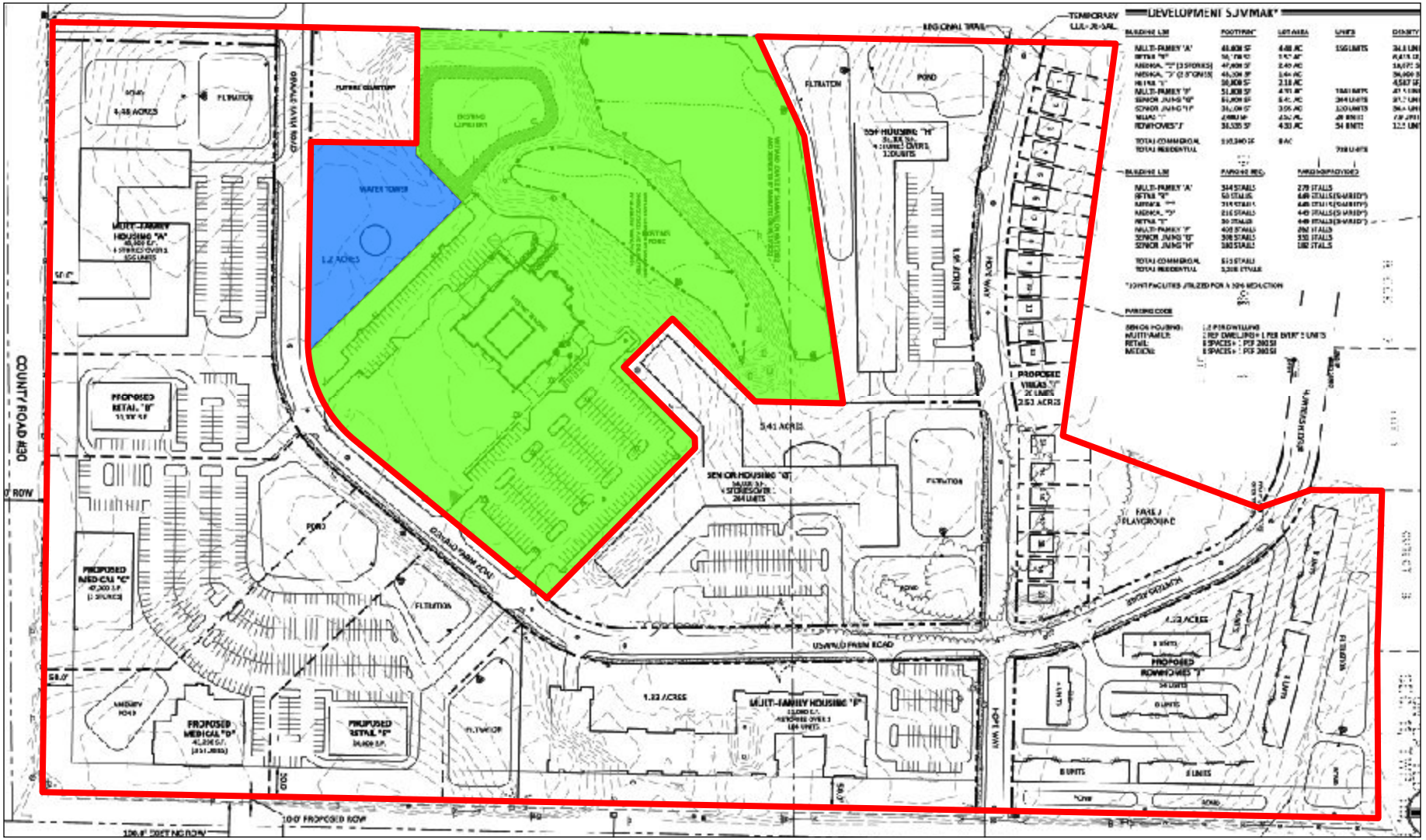
Client/Project
City of Corcoran, MN
Hope Church Development
EAW

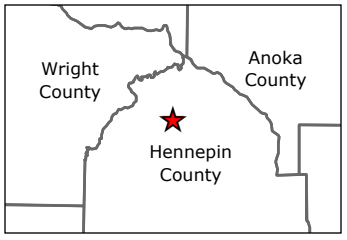
193806102

Figure No.
2

Title
Project Location Aerial Map

V:\1938\Active\193806102\03_data\gis_cad\gis\proj\eaw\eaw.aprx Revised: 2023-05-16 By: kjmueller





Project Area
Existing Development
Under Seperate Review

N

0 125 250 Feet
(At original document size of 8.5x11)
1:3,000

Notes
1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Stantec, MnGeo
3. Background: Sambatek

Stantec

Project Location
T119N, R23W, S11
Corcoran, Hennepin Co., MN

Prepared by KJM on 2023-05-16

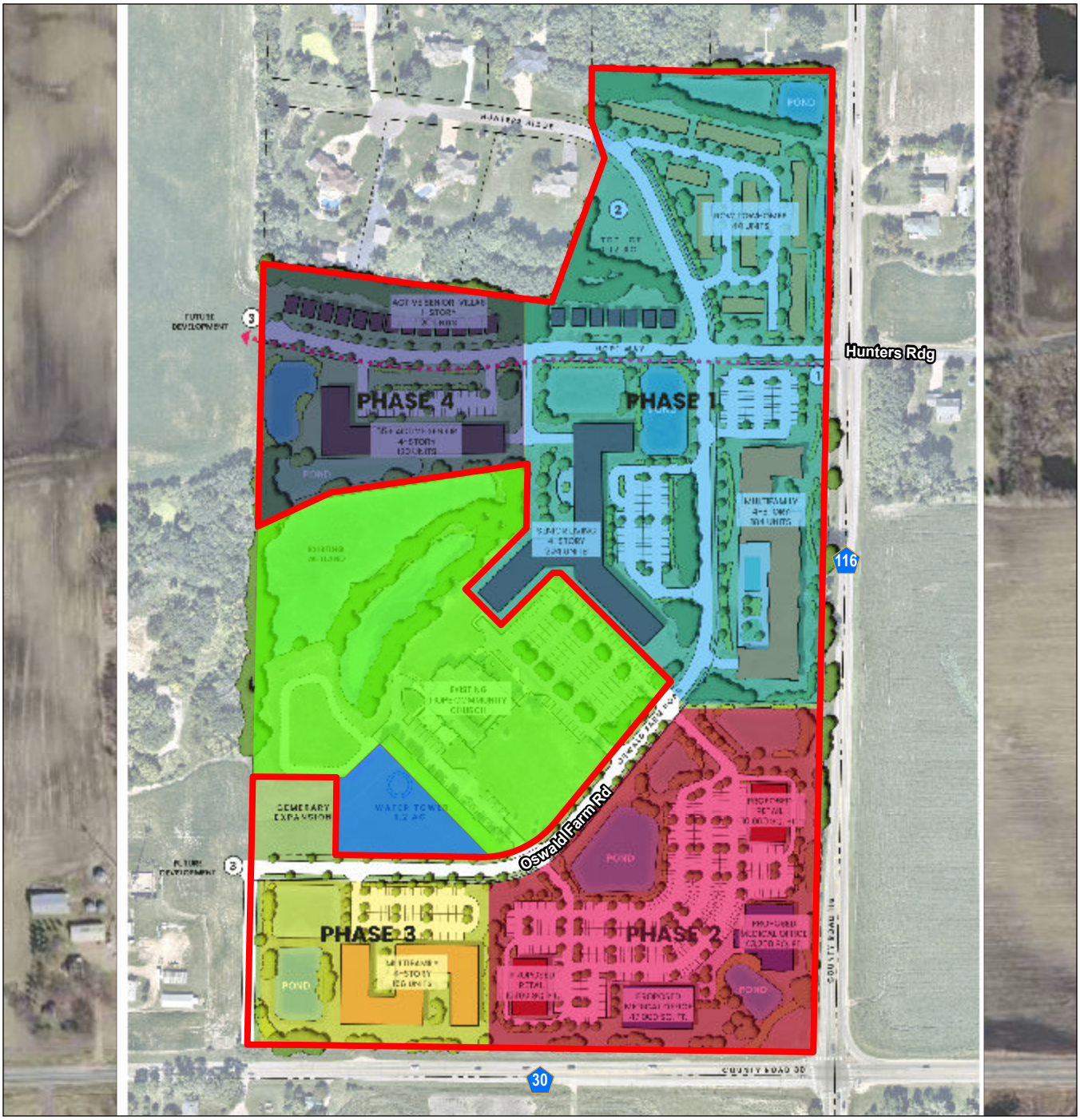
Client/Project
City of Corcoran, MN
Hope Church Development
EAW

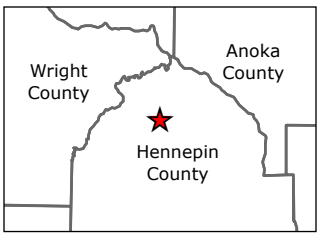
193806102

Figure No.
3

Title
Site Plan Concept

V:\1938\Active\193806102\03_data\gis_cad\gis\proleawview.aprx Revised: 2023-05-16 By: kjmueller





Legend

- Project Area
- Existing Development
- Under Seperate Review

0 175 350 Feet

(At original document size of 8.5x11)
1:4,200

N

Stantec

Project Location
T119N, R23W, S11
Corcoran, Hennepin Co., MN

Prepared by KJM on 2023-05-16

Client/Project
City of Corcoran, MN
Hope Church Development
EAW

193806102

Figure No.
4

Title
Phasing Plan

<ita><bol><und>Notes</und></bol></ita>
<bol>1. </bol>Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
<bol>2. </bol>Data Sources: Stantec, Hennepin Co., Sambatek
<bol>3. </bol>Background: Sambatek & 2020 color 7-county

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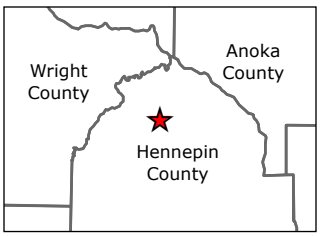


Legend

- Project Area

TCMA Land Cover 2016

- Grass/Shrub
- Buildings
- Roads/Paved Surfaces
- Lakes/Ponds
- Deciduous Tree Canopy
- Coniferous Tree Canopy
- Agriculture
- Emergent Wetland

0 175 350 Feet

(At original document size of 8.5x11)
1:4,200

N

Notes

1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Stantec, Hennepin Co., MnGeo, MnDOT, UMN - Twin Cities 1-Meter Land Cover (2016)
3. Background: 2020 color 7-county

Stantec

Project Location
T119N, R23W, S11
Corcoran, Hennepin Co., MN

Prepared by KJM on 2023-05-16

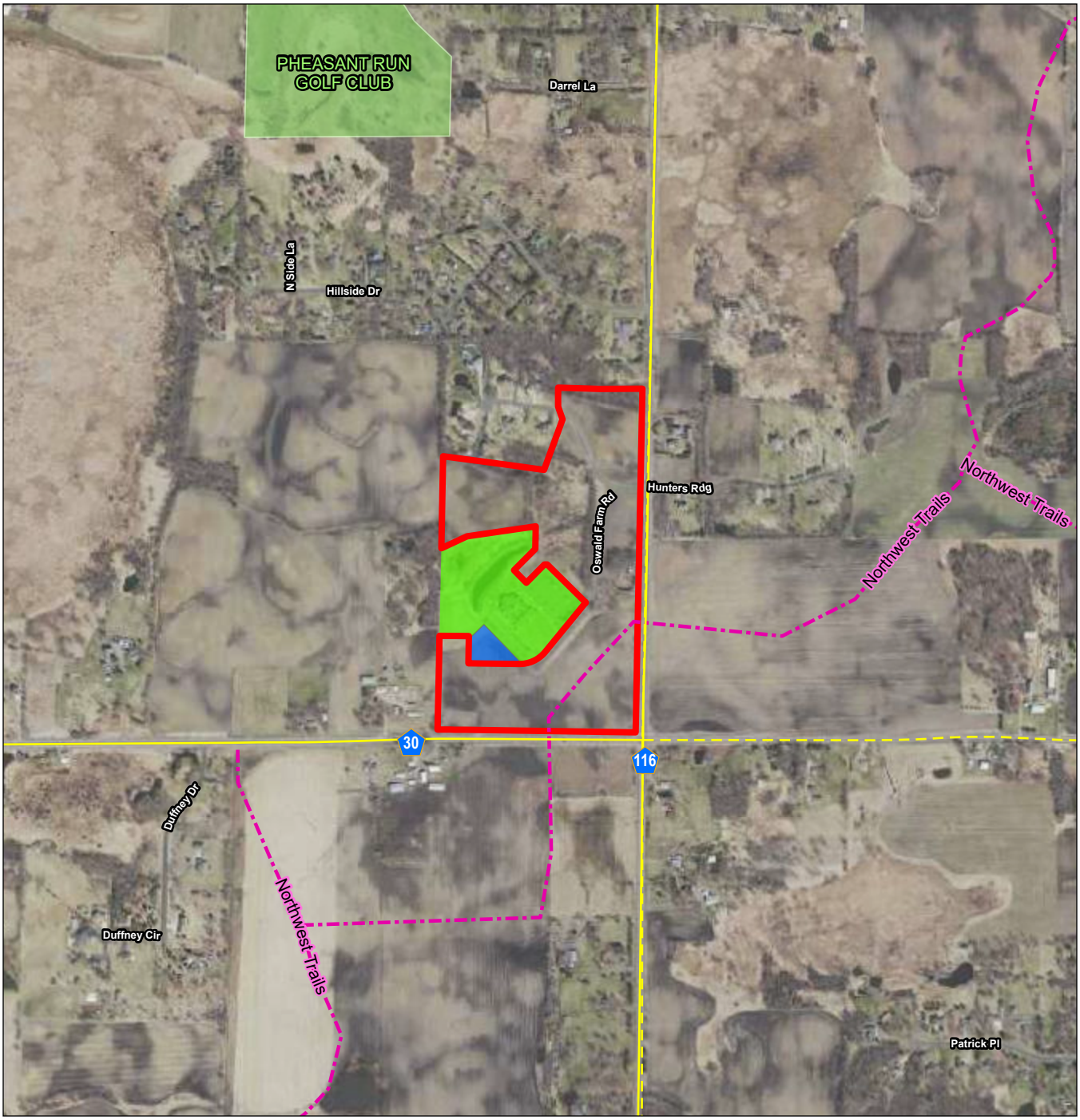
Client/Project
City of Corcoran, MN
Hope Church Development
EAW

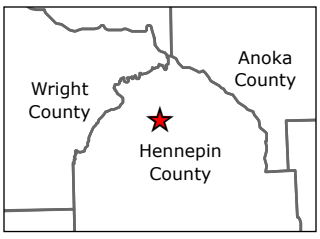
193806102

Figure No.
5

Title
Land Cover

V:\1938\Active\193806102\03_data\gis_cad\gis\proj\eaw\eaw.aprx Revised: 2023-05-16 By: kjmueller





Notes
1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Stantec, MnGeo, MnDOT, MnDNR
3. Background: 2020 color 7-county

Legend
- Project Area
- Existing Development
- Under Seperate Review
- Golf Course
- Snowmobile Trail

Metro Region Trails/Bikeways

Trail Status
- Planned
- Existing

0 500 1,000 Feet

(At original document size of 8.5x11)
1:12,000

N

Stantec

Project Location
T119N, R23W, S11
Corcoran, Hennepin Co., MN

Prepared by KJM on 2023-05-16

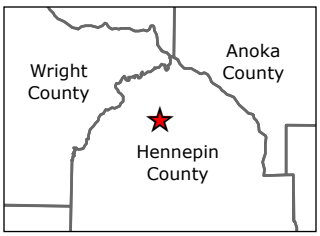
Client/Project
City of Corcoran, MN
Hope Church Development
EAW

193806102

Figure No.
6

Title
Parks Trails and Other Recreational Areas

V:\1938\Active\193806102\03_data\gis_cad\gis\proj\eaw\eaw.aprx Revised: 2023-05-16 By: kjmueller



Legend

- Project Area

Farmland Class

- All areas are prime farmland
- Farmland of statewide importance
- Not prime farmland
- Prime farmland if drained

0 200 400 Feet

(At original document size of 8.5x11)
1:4,800

N

Notes

1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Stantec, MnGeo, MnDOT, NRCS
3. Background: 2020 color 7-county

Stantec

Project Location
T119N, R23W, S11
Corcoran, Hennepin Co., MN

Prepared by KJM on 2023-05-16

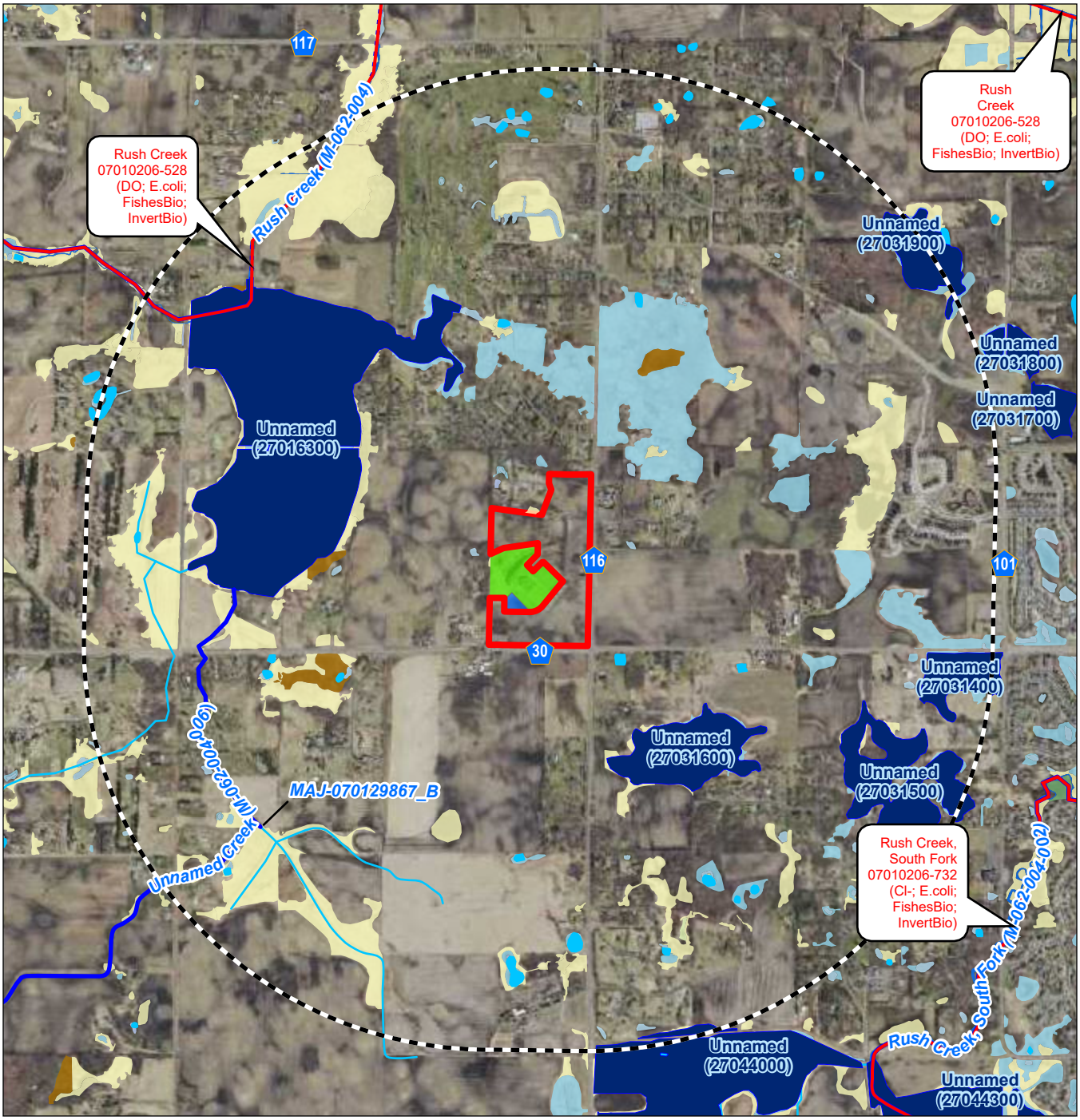
Client/Project
City of Corcoran, MN
Hope Church Development
EAW

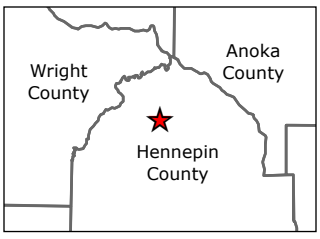
193806102

Figure No.
7

Title
Farmland and Soils Classification

V:\1938\Active\193806102\03_data\gis_cad\gis\proj\eaw\eaw.aprx Revised: 2023-05-16 By: kjmueller





Notes
1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Stantec, MnGeo, MnDNR, MnDOT
3. Background: MnGeo 2020 7-county

Legend

- 1 Mile Radius
- Project Area
- Existing Development
- Under Seperate Review
- 2022 MPCA Impaired Streams (Draft)

Minnesota Public Waters Delineations

- Public Water Watercourse
- Public Ditch/Altered Natural Watercourse
- Public Waters Basins
- NHD - Flowline
- NHD - Waterbody

NWI Circular 39 Class

- 1 - Seasonally Flooded Basin or Flat
- 2 - Wet Meadow
- 3 - Shallow Marsh
- 4 - Deep Marsh
- 5 - Shallow Open Water
- 6 - Shrub Swamp
- 7 - Wooded Swamp
- Riverine Systems

0 1,000 2,000 Feet
(At original document size of 8.5x11)
1:24,000

N

Stantec

Project Location
T119N, R23W, S11
Corcoran, Hennepin Co., MN

Prepared by KJM on 2023-05-16

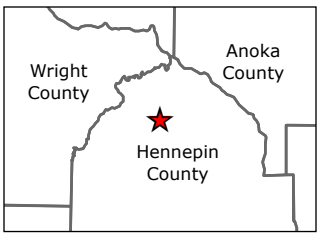
Client/Project
City of Corcoran, MN
Hope Church Development
EAW

193806102

Figure No.
8

Title
Water Resources Map

V:\1938\Active\193806102\03_data\gis_cad\gis\proj\eaw\eaw.aprx Revised: 2023-05-16 By: kjmueller



Legend

- Wetland Delineations Pending LGU Review
- Project Area

0 175 350 Feet

(At original document size of 8.5x11)
1:4,200

N

Stantec

Notes

1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Stantec, MnGeo, MnDNR, MnDOT, Sambatek
3. Background: 2020 color 7-county

Project Location
T119N, R23W, S11
Corcoran, Hennepin Co., MN

Prepared by KJM on 2023-05-16

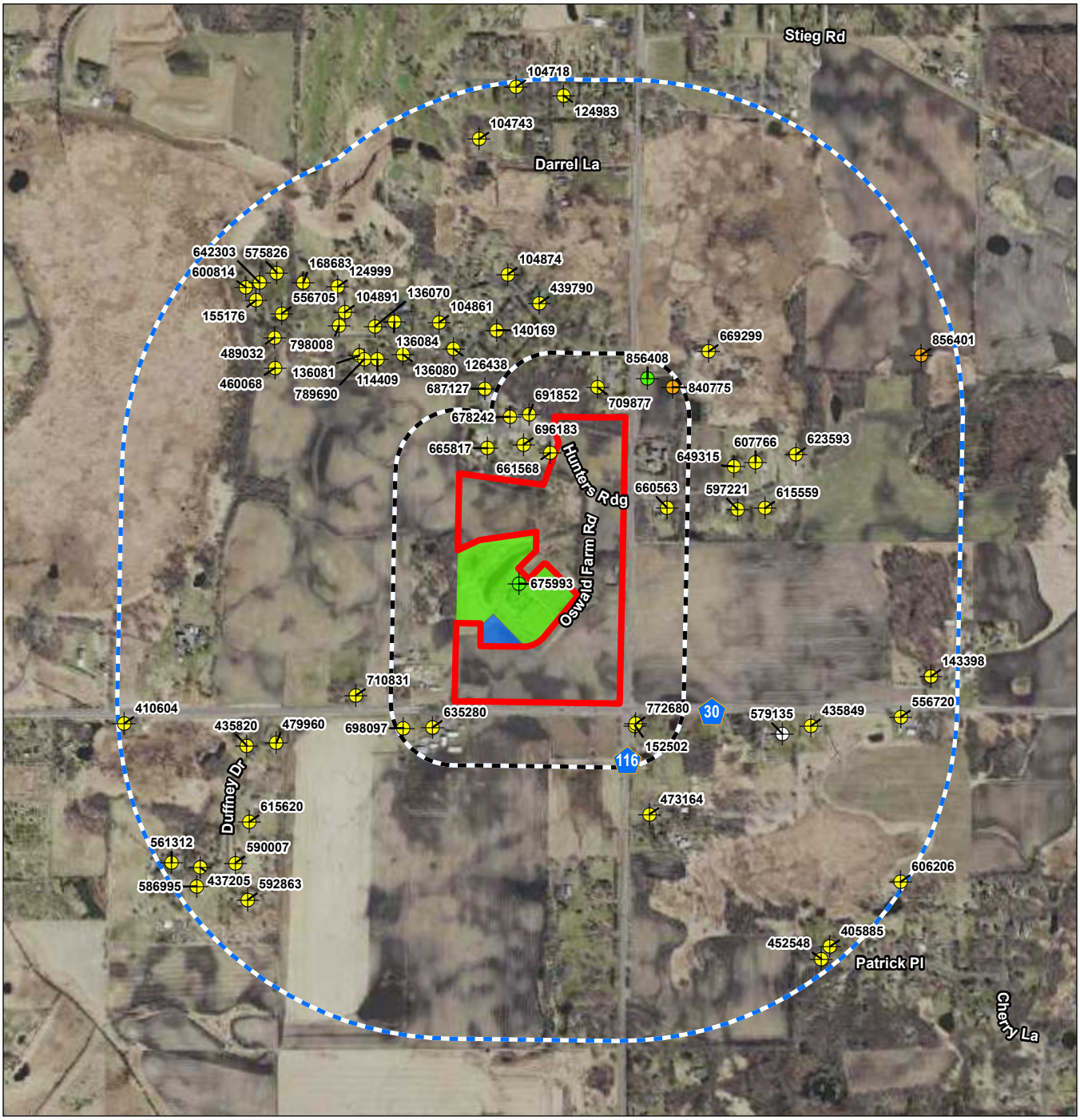
Client/Project
City of Corcoran, MN
Hope Church Development
EAW

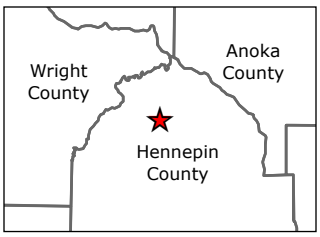
193806102

Figure No.
9

Title
Water Resources within the Project Area

V:\1938\Active\193806102\03_data\gis_cad\gis\proj\eaw\eaw.aprx Revised: 2023-05-16 By: kjmueller





Notes
1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: City of Corcoran, NRCS, MNDOT, MNDOH
3. Background: MnGeo 2020 7-county

Legend
- 500 ft Radius
- 1/2 mi Radius
- Project Area
- Existing Development
- Under Seperate Review

Minnesota Well Index
- Domestic
- Public Supply
- Test Well
- Other

0 600 1,200 Feet
(At original document size of 8.5x11)
1:14,400

N

Stantec

Project Location
T119N, R23W, S11
Corcoran, Hennepin Co., MN

Prepared by KJM on 2023-05-16

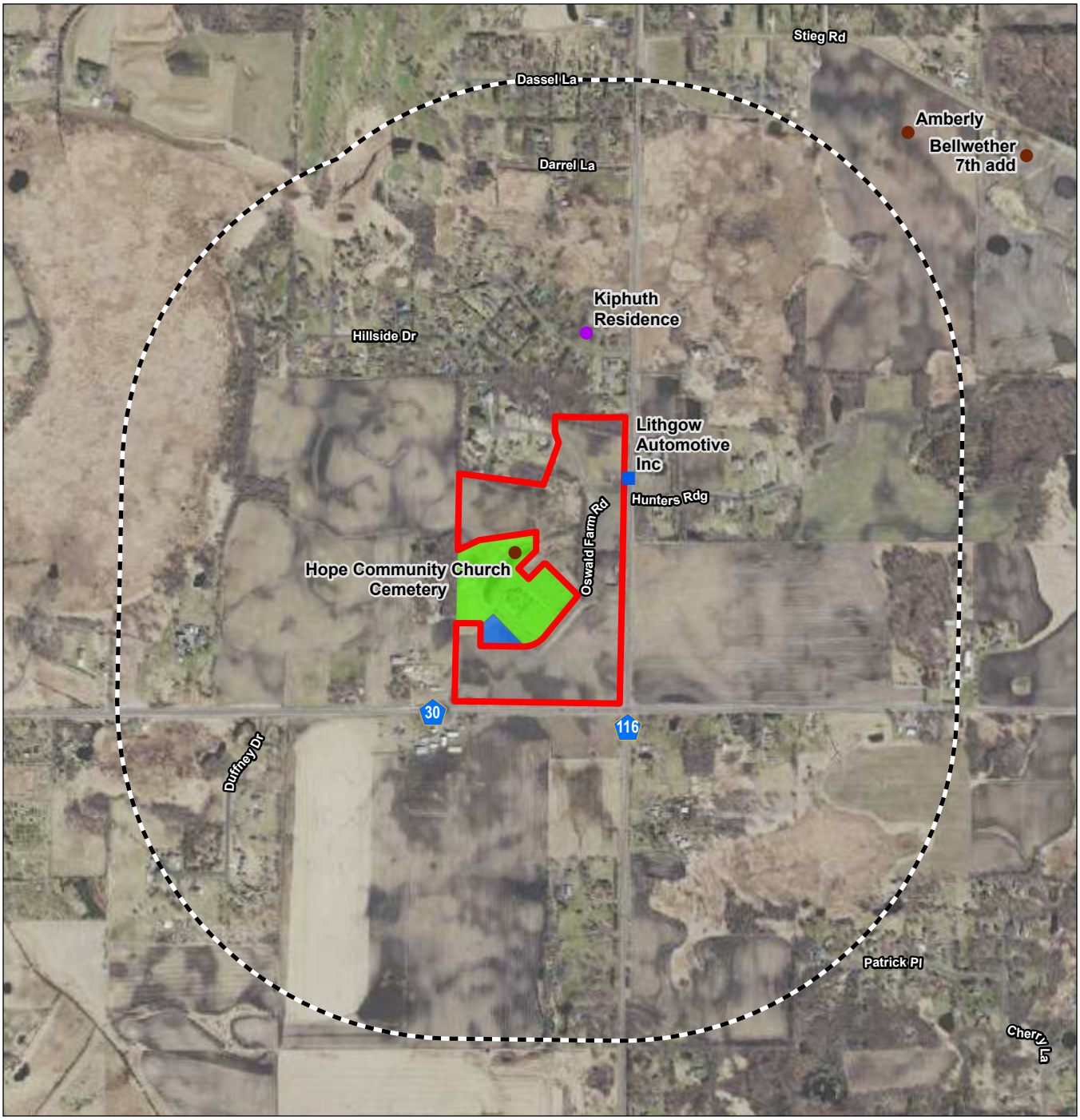
Client/Project
City of Corcoran, MN
Hope Church Development
EAW

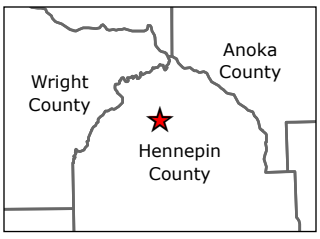
193806102

Figure No.
10

Title
Minnesota Well Index

V:\1938\Active\193806102\03_data\gis_cad\gis\proj\eaw\eaw.aprx Revised: 2023-05-16 By: kjmueller





Notes
1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Stantec, MnGeo, MnDOT, MPCA
3. Background: MnGeo 2020 7-county

Legend
- Project Area
- Existing Development
- Under Seperate Review
- 1/2 mi Radius

MPCA Sites

Program Name
- Hazardous Waste
- Investigation and Cleanup
- Stormwater

0 600 1,200 Feet
(At original document size of 8.5x11)
1:14,400

N

Stantec

Project Location
T119N, R23W, S11
Corcoran, Hennepin Co., MN

Prepared by KJM on 2023-05-16

Client/Project
City of Corcoran, MN
Hope Church Development
EAW

193806102

Figure No.
11

Title
MPCA WIMN Potentially Contaminated Sites

V:\1938\Active\193806102\03_data\gis_cad\gis\proj\eaw\eaw.aprx Revised: 2023-05-16 By: kjmueller

National Flood Hazard Layer FIRMette

93°32'59"W 45°8'13"N

93°32'22"W 45°7'48"N

0 250 500 1,000 1,500 2,000 Feet

1:6,000

Basemap: USGS National Map: Orthoimagery: Data refreshed October, 2020

Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS
- Without Base Flood Elevation (BFE) *Zone A, V, A99*
- With BFE or Depth *Zone AE, AO, AH, VE, AR*
- Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD
- 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile *Zone X*
- Future Conditions 1% Annual Chance Flood Hazard *Zone X*
- Area with Reduced Flood Risk due to Levee. See Notes. *Zone X*
- Area with Flood Risk due to Levee *Zone D*

OTHER AREAS
- NO SCREEN Area of Minimal Flood Hazard *Zone X*
- Effective LOMRs
- Area of Undetermined Flood Hazard *Zone D*

GENERAL STRUCTURES
- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

OTHER FEATURES
- 20.2 Cross Sections with 1% Annual Chance
- 17.5 Water Surface Elevation
- Coastal Transect
- 513 Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature

MAP PANELS
- Digital Data Available
- No Digital Data Available
- Unmapped

N

The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 3/15/2023 at 5:01 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

93°33'45.46"W 45°9'29.12"N

93°31'52.1"W 45°7'23.44"N

FLOOD HAZARD INFORMATION

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR DRAFT FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS

- Without Base Flood Elevation (BFE) *Zone A, V, A99*
- With BFE or Depth *Zone AE, AO, AH, VE, AR*
- Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD

- 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile *Zone X*
- Future Conditions 1% Annual Chance Flood Hazard *Zone X*
- Area with Reduced Flood Risk due to Levee See Notes *Zone X*
- Area with Flood Risk due to Levee *Zone D*

OTHER AREAS

- NO SCREEN Area of Minimal Flood Hazard *Zone X*
- Effective LOMRs
- Area of Undetermined Flood Hazard *Zone D*

GENERAL STRUCTURES

- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

OTHER FEATURES

- 20.2 Cross Sections with 1% Annual Chance
- 17.5 Water Surface Elevation
- Coastal Transect
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature
- 513 Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary

NOTES TO USERS

For information and questions about this Flood Insurance Rate Map (FIRM), available products associated with this FIRM, including historic versions, the current map date for each FIRM panel, how to order products, or the National Flood Insurance Program (NFIP) in general, please call the FEMA Map Information eXchange at 1-877-FEMA-MAP (1-877-336-2627) or visit the FEMA Flood Map Service Center website at https://msc.fema.gov. Available products may include previously issued Letters of Map Change, a Flood Insurance Study Report, and/or digital versions of this map. Many of these products can be ordered or obtained directly from the website.

Communities annexing land on adjacent FIRM panels must obtain a current copy of the adjacent panel as well as the current FIRM Index. These may be ordered directly from the Flood Map Service Center at the number listed above.

For community and countywide map dates, refer to the Flood Insurance Study Report for this jurisdiction.

To determine if flood insurance is available in this community, contact your Insurance agent or call the National Flood Insurance Program at 1-800-638-6620.

Basemap information shown on this FIRM was provided in digital format by the United States Geological Survey (USGS). The basemap shown is the USGS National Map: Orthoimagery. Last refreshed October, 2020.

This map was exported from FEMA's National Flood Hazard Layer (NFHL) on **3/15/2023 5:03 PM** and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time. For additional information, please see the Flood Hazard Mapping Updates Overview Fact Sheet at https://www.fema.gov/media-library/assets/documents/118418

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards. This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date.

SCALE

Map Projection:
GCS, Geodetic Reference System 1980;
Vertical Datum: NGVD29
For information about the specific vertical datum for elevation features, datum conversions, or vertical monuments used to create this map, please see the Flood Insurance Study (FIS) Report for your community at https://msc.fema.gov

N

1 inch = 500 feet 1:6,000

0 250 500 1,000 1,500 2,000 Feet

0 50 100 200 300 400 Meters

NATIONAL FLOOD INSURANCE PROGRAM

FLOOD INSURANCE RATE MAP

PANEL **43** OF **479**

Panel Contains:

COMMUNITY	NUMBER	PANEL
CITY OF CORCORAN	270155	0043
CITY OF ROGERS	270775	0043

MAP NUMBER
27053C0043F
EFFECTIVE DATE
November 04, 2016

Minnesota Unique Well No.

126438

County Hennepin
Quad Rogers
Quad ID 121A

MINNESOTA DEPARTMENT OF HEALTH

WELL AND BORING RECORD

Minnesota Statutes Chapter 1031

Entry Date 08/24/1991
Update
Received Date 11/03/2015

Well Name	Township	Range	Dir	Section	Subsection	Use	Status	Well Depth	Depth Completed	Date Well Completed	Lic/Reg. No.
FULTON, AL	119	23	W	2	DCDDAC	domestic	A	188 ft.	188 ft.	09/28/1977	27056

Elevation 945 ft. **Elev. Method** 7.5 minute topographic map (+/- 5 feet) **Aquifer** Jordan **Depth to Bedrock** 148 ft **Open Hole** - ft **Static Water Level** 100 ft

Field Located By Minnesota Geological Survey
Unique No. Verified Information from neighbor
Geological Interpretation Agency (Interpretation) Andrew Retzler

Locate Method Digitized - scale 1:24,000 or larger (Digitizing
Input Source Minnesota Geological Survey
Input Date 01/01/1990

Universal Transverse Mercator (UTM) - NAD83 - Zone 15 -
UTM Easting (X) 456893
UTM Northing (Y) 499851
Interpretaion Method Geologic study 1:24k to 1:100k

Geological Material	Color	Hardness	Depth (ft.) From	Depth (ft.) To	Thickness	Elevation (ft.) From	Elevation (ft.) To	Stratigraphy	Primary Lithology	Secondary	Minor Lithology
CLAY			0	57	57	945	888	clay	clay		
SAND			57	110	53	888	835	sand	sand		
CLAY			110	148	38	835	797	clay	clay		
SHALE			148	165	17	797	780	Jordan Sandstone	siltstone		
SANDROCK			165	188	23	780	757	Jordan Sandstone	sandstone		

Minnesota Well Index - Stratigraphy Report **126438** Printed on 03/17/2023

Minnesota Unique Well Number

126438

County Hennepin
Quad Rogers
Quad ID 121A

MINNESOTA DEPARTMENT OF HEALTH

WELL AND BORING REPORT

Minnesota Statutes Chapter 1031

Entry Date 08/24/1991
Update Date 11/03/2015
Received Date

Well Name	Township	Range	Dir	Section	Subsection
FULTON, AL	119	23	W	2	DCDDAC

Elevation 945 ft. **Elev. Method** 7.5 minute topographic map (+/- 5 feet)

Address

C/W 20042 HILLSIDE DR CORCORAN MN 55374

Stratigraphy Information

Geological Material	From	To (ft.)	Color	Hardness
CLAY	0	57		
SAND	57	110		
CLAY	110	148		
SHALE	148	165		
SANDROCK	165	188		

Remarks

Well Depth	Depth Completed	Date Well Completed
188 ft.	188 ft.	09/28/1977

Drill Method Non-specified Rotary **Drill Fluid**

Use domestic **Status** Active

Well Hydrofractured? Yes ☐ No ☐ **From** **To**

Casing Type Single casing **Joint** Threaded
Drive Shoe? Yes ☐ No ☐ **Above/Below**

Casing Diameter		Weight	
4	in. To 181 ft.		lbs./ft.

Open Hole From ft. To ft.

Screen? ☒ **Type** stainless **Make** JOHNSON

Diameter	Slot/Gauze	Length	Set	
2 in.		ft.	181 ft.	188 ft.

Static Water Level
100 ft. land surface Measure 09/28/1977

Pumping Level (below land surface)
110 ft. 3 hrs. Pumping at 20 g.p.m.

Wellhead Completion
Pitless adapter manufacturer Model
☐ Casing Protection ☐ 12 in. above grade
☐ At-grade (Environmental Wells and Borings ONLY)

Grouting Information Well Grouted? ☒ Yes ☐ No ☐ Not Specified

Material	Amount	From	To
bentonite		ft.	ft.

Nearest Known Source of Contamination
feet Direction Type
Well disinfected upon completion? ☒ Yes ☐ No

Pump ☐ Not Installed Date Installed 10/13/1977
Manufacturer's name AERMOTOR
Model Number HP 0.5 Volt
Length of drop pipe 126 ft Capacity g.p. Typ Submersible

Abandoned
Does property have any not in use and not sealed well(s)? ☐ Yes ☐ No

Variance
Was a variance granted from the MDH for this well? ☐ Yes ☐ No

Miscellaneous
First Bedrock Jordan Sandstone Aquifer Jordan
Last Strat Jordan Sandstone Depth to Bedrock 148 ft
Located by Minnesota Geological Survey
Locate Method Digitized - scale 1:24,000 or larger (Digitizing Table)
System UTM - NAD83, Zone 15, Meters X 456893 Y 4998517
Unique Number Verification Information from Input Date 01/01/1990

Angled Drill Hole

Well Contractor
Torgerson Well Co. 27056
Licensee Business Lic. or Reg. No. Name of Driller

Minnesota Unique Well No.

140169

County Hennepin
Quad Rogers
Quad ID 121A

MINNESOTA DEPARTMENT OF HEALTH

WELL AND BORING RECORD

Minnesota Statutes Chapter 1031

Entry Date 08/24/1991
Update
Received Date 11/03/2015

Well Name	Township	Range	Dir	Section	Subsection	Use	Status	Well Depth	Depth Completed	Date Well Completed	Lic/Reg. No.
FELIX, D.E.	119	23	W	2	DDCBDD	domestic	A	167 ft.	167 ft.	05/03/1978	27086

Elevation 935 ft. **Elev. Method** 7.5 minute topographic map (+/- 5 feet) **Aquifer** Jordan **Depth to Bedrock** 141 ft **Open Hole** - ft **Static Water Level** 55 ft

Field Located By Minnesota Geological Survey
Unique No. Verified
Geological Interpretation Andrew Retzler
Agency (Interpretation)

Locate Method Digitized - scale 1:24,000 or larger (Digitizing
Input Source Minnesota Geological Survey
Input Date 01/01/1990

Universal Transverse Mercator (UTM) - NAD83 - Zone 15 -
UTM Easting (X) 456996
UTM Northing (Y) 499856
Interpretaion Method Geologic study 1:24k to 1:100k

			Depth (ft.)			Elevation (ft.)					
Geological Material	**Color**	**Hardness**	**From**	**To**	**Thickness**	**From**	**To**	**Stratigraphy**	**Primary Lithology**	**Secondary**	**Minor Lithology**
CLAY	YELLOW	MEDIUM	0	30	30	935	905	clay-yellow	clay		
CLAY	BLUE	MEDIUM	30	60	30	905	875	clay-gray	clay		
SAND	BROWN	SOFT	60	72	12	875	863	sand-brown	sand		
CLAY W/ ROCK	RED	MEDIUM	72	141	69	863	794	pebbly sand/silt/clay-	clay	gravel	
SHALE	RED/BLU	MEDIUM	141	155	14	794	780	Jordan Sandstone	siltstone		
SANDROCK	LT. BRN	SOFT	155	167	12	780	768	Jordan Sandstone	sandstone		

Minnesota Unique Well Number

140169

County Hennepin
Quad Rogers
Quad ID 121A

MINNESOTA DEPARTMENT OF HEALTH

WELL AND BORING REPORT

Minnesota Statutes Chapter 1031

Entry Date 08/24/1991
Update Date 11/03/2015
Received Date

Well Name	Township	Range	Dir	Section	Subsection
FELIX, D.E.	119	23	W	2	DDCBDD

Elevation 935 ft. **Elev. Method** 7.5 minute topographic map (+/- 5 feet)

Address

C/W 20039 HILLSIDE AV CORCORAN MN 55374

Stratigraphy Information

Geological Material	From	To (ft.)	Color	Hardness
CLAY	0	30	YELLOW	MEDIUM
CLAY	30	60	BLUE	MEDIUM
SAND	60	72	BROWN	SOFT
CLAY W/ ROCK	72	141	RED	MEDIUM
SHALE	141	155	RED/BLU	MEDIUM
SANDROCK	155	167	LT. BRN	SOFT

Remarks

Well Depth	Depth Completed	Date Well Completed
167 ft.	167 ft.	05/03/1978

Drill Method Non-specified Rotary **Drill Fluid**

Use domestic **Status** Active

Well Hydrofractured? Yes ☐ No ☐ **From** **To**

Casing Type Single casing **Joint** Threaded
Drive Shoe? Yes ☒ No ☐ **Above/Below** 1 ft.

Casing Diameter	Weight	Hole Diameter
4 in. To 162 ft.	11 lbs./ft.	6.7 in. To 162 ft.
		4 in. To 167 ft.

Open Hole From ft. To ft.

Screen? ☒ **Type** stainless **Make** JOHNSON

Diameter	Slot/Gauze	Length	Set	
3 in.	12	5 ft.	162 ft.	167 ft.

Static Water Level
55 ft. land surface Measure 05/03/1978

Pumping Level (below land surface)
60 ft. 3 hrs. Pumping at 35 g.p.m.

Wellhead Completion
Pitless adapter manufacturer Model
☐ Casing Protection ☒ 12 in. above grade
☐ At-grade (Environmental Wells and Borings ONLY)

Grouting Information Well Grouted? ☒ Yes ☐ No ☐ Not Specified

Material	Amount	From	To
bentonite		0 ft.	162 ft.
cuttings		ft.	ft.

Nearest Known Source of Contamination
50 feet East Direction Septic tank/drain field Type
Well disinfected upon completion? ☒ Yes ☐ No

Pump ☐ Not Installed Date Installed 05/04/1978
Manufacturer's name FLINT & WALLING
Model Number 12 BA8 HP 0.5 Volt 230
Length of drop pipe 90 ft Capacity g.p. Typ Submersible

Abandoned
Does property have any not in use and not sealed well(s)? ☐ Yes ☐ No

Variance
Was a variance granted from the MDH for this well? ☐ Yes ☐ No

Miscellaneous
First Bedrock Jordan Sandstone Aquifer Jordan
Last Strat Jordan Sandstone Depth to Bedrock 141 ft
Located by Minnesota Geological Survey
Locate Method Digitized - scale 1:24,000 or larger (Digitizing Table)
System UTM - NAD83, Zone 15, Meters X 456996 Y 4998561
Unique Number Verification Input Date 01/01/1990

Angled Drill Hole

Well Contractor

Licensee Business	Lic. or Reg. No.	Name of Driller
Ruppert & Son	27086	RUPPERT, G.

IPaC resource list

This report is an automatically generated list of species and other resources such as critical habitat (collectively referred to as *trust resources*) under the U.S. Fish and Wildlife Service's (USFWS) jurisdiction that are known or expected to be on or near the project area referenced below. The list may also include trust resources that occur outside of the project area, but that could potentially be directly or indirectly affected by activities in the project area. However, determining the likelihood and extent of effects a project may have on trust resources typically requires gathering additional site-specific (e.g., vegetation/species surveys) and project-specific (e.g., magnitude and timing of proposed activities) information.

Below is a summary of the project information you provided and contact information for the USFWS office(s) with jurisdiction in the defined project area. Please read the introduction to each section that follows (Endangered Species, Migratory Birds, USFWS Facilities, and NWI Wetlands) for additional information applicable to the trust resources addressed in that section.

Project information

NAME

Hope Community EAW

LOCATION

Hennepin County, Minnesota

DESCRIPTION

None

Local office

Minnesota-Wisconsin Ecological Services Field Office

(952) 858-0793
(952) 646-2873

3815 American Blvd East
Bloomington, MN 55425-1659

Endangered species

This resource list is for informational purposes only and does not constitute an analysis of project level impacts.

The primary information used to generate this list is the known or expected range of each species. Additional areas of influence (AOI) for species are also considered. An AOI includes areas outside of the species range if the species could be indirectly affected by activities in that area (e.g., placing a dam upstream of a fish population even if that fish does not occur at the dam site, may indirectly impact the species by reducing or eliminating water flow downstream). Because species can move, and site conditions can change, the species on this list are not guaranteed to be found on or near the project area. To fully determine any potential effects to species, additional site-specific and project-specific information is often required.

Section 7 of the Endangered Species Act **requires** Federal agencies to "request of the Secretary information whether any species which is listed or proposed to be listed may be present in the area of such proposed action" for any project that is conducted, permitted, funded, or licensed by any Federal agency. A letter from the local office and a species list which fulfills this requirement can **only** be obtained by requesting an official species list from either the Regulatory Review section in IPaC (see directions below) or from the local field office directly.

For project evaluations that require USFWS concurrence/review, please return to the IPaC website and request an official species list by doing the following:

1. Log in to IPaC.
2. Go to your My Projects list.
3. Click PROJECT HOME for this project.
4. Click REQUEST SPECIES LIST.

Listed species[1] and their critical habitats are managed by the Ecological Services Program of the U.S. Fish and Wildlife Service (USFWS) and the fisheries division of the National Oceanic and Atmospheric Administration (NOAA Fisheries[2]).

Species and critical habitats under the sole responsibility of NOAA Fisheries are **not** shown on this list. Please contact NOAA Fisheries for species under their jurisdiction.

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1. Species listed under the Endangered Species Act are threatened or endangered; IPaC also shows species that are candidates, or proposed, for listing. See the listing status page for more information. IPaC only shows species that are regulated by USFWS (see FAQ).
2. NOAA Fisheries, also known as the National Marine Fisheries Service (NMFS), is an office of the National Oceanic and Atmospheric Administration within the Department of

Commerce.

The following species are potentially affected by activities in this location:

Mammals

NAME	STATUS
Northern Long-eared Bat Myotis septentrionalis Wherever found No critical habitat has been designated for this species. https://ecos.fws.gov/ecp/species/9045	Endangered
Tricolored Bat Perimyotis subflavus Wherever found No critical habitat has been designated for this species. https://ecos.fws.gov/ecp/species/10515	Proposed Endangered

Birds

NAME	STATUS
Whooping Crane Grus americana No critical habitat has been designated for this species. https://ecos.fws.gov/ecp/species/758	EXPN

Insects

NAME	STATUS
Monarch Butterfly Danaus plexippus Wherever found No critical habitat has been designated for this species. https://ecos.fws.gov/ecp/species/9743	Candidate

Critical habitats

Potential effects to critical habitat(s) in this location must be analyzed along with the endangered species themselves.

There are no critical habitats at this location.

You are still required to determine if your project(s) may have effects on all above listed species.

Migratory birds

Certain birds are protected under the Migratory Bird Treaty Act[1] and the Bald and Golden Eagle Protection Act[2].

Any person or organization who plans or conducts activities that may result in impacts to migratory birds, eagles, and their habitats should follow appropriate regulations and consider implementing appropriate conservation measures, as described below.

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1. The Migratory Birds Treaty Act of 1918.
2. The Bald and Golden Eagle Protection Act of 1940.

Additional information can be found using the following links:

- Birds of Conservation Concern https://www.fws.gov/program/migratory-birds/species
- Measures for avoiding and minimizing impacts to birds https://www.fws.gov/library/collections/avoiding-and-minimizing-incidental-take-migratory-birds
- Nationwide conservation measures for birds https://www.fws.gov/sites/default/files/documents/nationwide-standard-conservation-measures.pdf

The birds listed below are birds of particular concern either because they occur on the USFWS Birds of Conservation Concern (BCC) list or warrant special attention in your project location. To learn more about the levels of concern for birds on your list and how this list is generated, see the FAQ below. This is not a list of every bird you may find in this location, nor a guarantee that every bird on this list will be found in your project area. To see exact locations of where birders and the general public have sighted birds in and around your project area, visit the E-bird data mapping tool (Tip: enter your location, desired date range and a species on your list). For projects that occur off the Atlantic Coast, additional maps and models detailing the relative occurrence and abundance of bird species on your list are available. Links to additional information about Atlantic Coast birds, and other important information about your migratory bird list, including how to properly interpret and use your migratory bird report, can be found below.

For guidance on when to schedule activities or implement avoidance and minimization measures to reduce impacts to migratory birds on your list, click on the PROBABILITY OF PRESENCE SUMMARY at the top of your list to see when these birds are most likely to be present and breeding in your project area.

NAME	BREEDING SEASON

Bald Eagle Haliaeetus leucocephalus This is not a Bird of Conservation Concern (BCC) in this area, but warrants attention because of the Eagle Act or for potential susceptibilities in offshore areas from certain types of development or activities.	Breeds Dec 1 to Aug 31
Bobolink Dolichonyx oryzivorus This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.	Breeds May 20 to Jul 31
Chimney Swift Chaetura pelagica This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.	Breeds Mar 15 to Aug 25
Lesser Yellowlegs Tringa flavipes This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska. https://ecos.fws.gov/ecp/species/9679	Breeds elsewhere
Rusty Blackbird Euphagus carolinus This is a Bird of Conservation Concern (BCC) only in particular Bird Conservation Regions (BCRs) in the continental USA	Breeds elsewhere

Probability of Presence Summary

The graphs below provide our best understanding of when birds of concern are most likely to be present in your project area. This information can be used to tailor and schedule your project activities to avoid or minimize impacts to birds. Please make sure you read and understand the FAQ "Proper Interpretation and Use of Your Migratory Bird Report" before using or attempting to interpret this report.

Probability of Presence (■)

Each green bar represents the bird's relative probability of presence in the 10km grid cell(s) your project overlaps during a particular week of the year. (A year is represented as 12 4-week months.) A taller bar indicates a higher probability of species presence. The survey effort (see below) can be used to establish a level of confidence in the presence score. One can have higher confidence in the presence score if the corresponding survey effort is also high.

How is the probability of presence score calculated? The calculation is done in three steps:

1. The probability of presence for each week is calculated as the number of survey events in the week where the species was detected divided by the total number of survey events for that week. For example, if in week 12 there were 20 survey events and the Spotted

Towhee was found in 5 of them, the probability of presence of the Spotted Towhee in week 12 is 0.25.

2. To properly present the pattern of presence across the year, the relative probability of presence is calculated. This is the probability of presence divided by the maximum probability of presence across all weeks. For example, imagine the probability of presence in week 20 for the Spotted Towhee is 0.05, and that the probability of presence at week 12 (0.25) is the maximum of any week of the year. The relative probability of presence on week 12 is 0.25/0.25 = 1; at week 20 it is 0.05/0.25 = 0.2.
3. The relative probability of presence calculated in the previous step undergoes a statistical conversion so that all possible values fall between 0 and 10, inclusive. This is the probability of presence score.

To see a bar's probability of presence score, simply hover your mouse cursor over the bar.

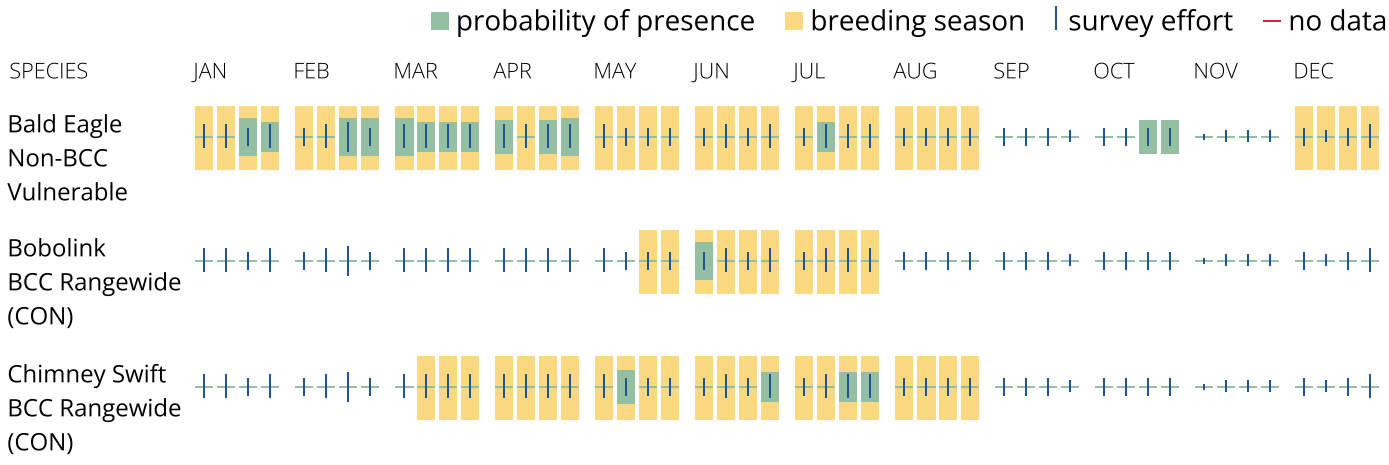
Breeding Season (▪)
Yellow bars denote a very liberal estimate of the time-frame inside which the bird breeds across its entire range. If there are no yellow bars shown for a bird, it does not breed in your project area.

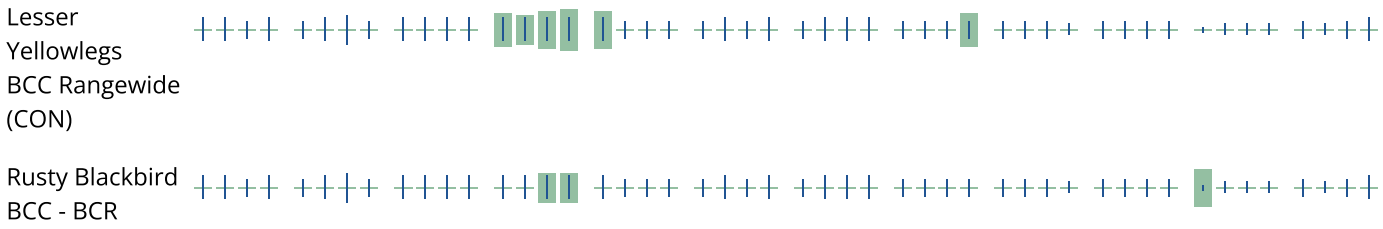
Survey Effort (|)
Vertical black lines superimposed on probability of presence bars indicate the number of surveys performed for that species in the 10km grid cell(s) your project area overlaps. The number of surveys is expressed as a range, for example, 33 to 64 surveys.

To see a bar's survey effort range, simply hover your mouse cursor over the bar.

No Data (–)
A week is marked as having no data if there were no survey events for that week.

Survey Timeframe
Surveys from only the last 10 years are used in order to ensure delivery of currently relevant information. The exception to this is areas off the Atlantic coast, where bird returns are based on all years of available data, since data in these areas is currently much more sparse.





Tell me more about conservation measures I can implement to avoid or minimize impacts to migratory birds.

Nationwide Conservation Measures describes measures that can help avoid and minimize impacts to all birds at any location year round. Implementation of these measures is particularly important when birds are most likely to occur in the project area. When birds may be breeding in the area, identifying the locations of any active nests and avoiding their destruction is a very helpful impact minimization measure. To see when birds are most likely to occur and be breeding in your project area, view the Probability of Presence Summary. Additional measures or permits may be advisable depending on the type of activity you are conducting and the type of infrastructure or bird species present on your project site.

What does IPaC use to generate the list of migratory birds that potentially occur in my specified location?

The Migratory Bird Resource List is comprised of USFWS Birds of Conservation Concern (BCC) and other species that may warrant special attention in your project location.

The migratory bird list generated for your project is derived from data provided by the Avian Knowledge Network (AKN). The AKN data is based on a growing collection of survey, banding, and citizen science datasets and is queried and filtered to return a list of those birds reported as occurring in the 10km grid cell(s) which your project intersects, and that have been identified as warranting special attention because they are a BCC species in that area, an eagle (Eagle Act requirements may apply), or a species that has a particular vulnerability to offshore activities or development.

Again, the Migratory Bird Resource list includes only a subset of birds that may occur in your project area. It is not representative of all birds that may occur in your project area. To get a list of all birds potentially present in your project area, please visit the Rapid Avian Information Locator (RAIL) Tool.

What does IPaC use to generate the probability of presence graphs for the migratory birds potentially occurring in my specified location?

The probability of presence graphs associated with your migratory bird list are based on data provided by the Avian Knowledge Network (AKN). This data is derived from a growing collection of survey, banding, and citizen science datasets.

Probability of presence data is continuously being updated as new and better information becomes available. To learn more about how the probability of presence graphs are produced and how to interpret them, go the Probability of Presence Summary and then click on the "Tell me about these graphs" link.

How do I know if a bird is breeding, wintering or migrating in my area?

To see what part of a particular bird's range your project area falls within (i.e. breeding, wintering, migrating or year-round), you may query your location using the RAIL Tool and look at the range maps provided for birds in your area at the bottom of the profiles provided for each bird in your results. If a bird on your migratory bird species list has a breeding season associated with it, if that bird does occur in your project area, there may be nests present at some point within the timeframe specified. If "Breeds elsewhere" is indicated, then the bird likely does not breed in your project area.

What are the levels of concern for migratory birds?

Migratory birds delivered through IPaC fall into the following distinct categories of concern:

1. "BCC Rangewide" birds are Birds of Conservation Concern (BCC) that are of concern throughout their range anywhere within the USA (including Hawaii, the Pacific Islands, Puerto Rico, and the Virgin Islands);
2. "BCC - BCR" birds are BCCs that are of concern only in particular Bird Conservation Regions (BCRs) in the continental USA; and
3. "Non-BCC - Vulnerable" birds are not BCC species in your project area, but appear on your list either because of the Eagle Act requirements (for eagles) or (for non-eagles) potential susceptibilities in offshore areas from certain types of development or activities (e.g. offshore energy development or longline fishing).

Although it is important to try to avoid and minimize impacts to all birds, efforts should be made, in particular, to avoid and minimize impacts to the birds on this list, especially eagles and BCC species of rangewide concern. For more information on conservation measures you can implement to help avoid and minimize migratory bird impacts and requirements for eagles, please see the FAQs for these topics.

Details about birds that are potentially affected by offshore projects

For additional details about the relative occurrence and abundance of both individual bird species and groups of bird species within your project area off the Atlantic Coast, please visit the Northeast Ocean Data Portal. The Portal also offers data and information about other taxa besides birds that may be helpful to you in your project review. Alternately, you may download the bird model results files underlying the portal maps through the NOAA NCCOS Integrative Statistical Modeling and Predictive Mapping of Marine Bird Distributions and Abundance on the Atlantic Outer Continental Shelf project webpage.

Bird tracking data can also provide additional details about occurrence and habitat use throughout the year, including migration. Models relying on survey data may not include this information. For additional information on marine bird tracking data, see the Diving Bird Study and the nanotag studies or contact Caleb Spiegel or Pam Loring.

What if I have eagles on my list?

If your project has the potential to disturb or kill eagles, you may need to obtain a permit to avoid violating the Eagle Act should such impacts occur.

Proper Interpretation and Use of Your Migratory Bird Report

The migratory bird list generated is not a list of all birds in your project area, only a subset of birds of priority concern. To learn more about how your list is generated, and see options for identifying what other birds may be in your project area, please see the FAQ "What does IPaC use to generate the migratory birds potentially occurring in my specified location". Please be aware this report provides the "probability

of presence" of birds within the 10 km grid cell(s) that overlap your project; not your exact project footprint. On the graphs provided, please also look carefully at the survey effort (indicated by the black vertical bar) and for the existence of the "no data" indicator (a red horizontal bar). A high survey effort is the key component. If the survey effort is high, then the probability of presence score can be viewed as more dependable. In contrast, a low survey effort bar or no data bar means a lack of data and, therefore, a lack of certainty about presence of the species. This list is not perfect; it is simply a starting point for identifying what birds of concern have the potential to be in your project area, when they might be there, and if they might be breeding (which means nests might be present). The list helps you know what to look for to confirm presence, and helps guide you in knowing when to implement conservation measures to avoid or minimize potential impacts from your project activities, should presence be confirmed. To learn more about conservation measures, visit the FAQ "Tell me about conservation measures I can implement to avoid or minimize impacts to migratory birds" at the bottom of your migratory bird trust resources page.

Facilities

National Wildlife Refuge lands

Any activity proposed on lands managed by the National Wildlife Refuge system must undergo a 'Compatibility Determination' conducted by the Refuge. Please contact the individual Refuges to discuss any questions or concerns.

There are no refuge lands at this location.

Fish hatcheries

There are no fish hatcheries at this location.

Wetlands in the National Wetlands Inventory (NWI)

Impacts to NWI wetlands and other aquatic habitats may be subject to regulation under Section 404 of the Clean Water Act, or other State/Federal statutes.

For more information please contact the Regulatory Program of the local U.S. Army Corps of Engineers District.

Wetland information is not available at this time

This can happen when the National Wetlands Inventory (NWI) map service is unavailable, or for very large projects that intersect many wetland areas. Try again, or visit the NWI map to view wetlands at this location.

Data limitations

The Service's objective of mapping wetlands and deepwater habitats is to produce reconnaissance level information on the location, type and size of these resources. The maps are prepared from the analysis of high altitude imagery. Wetlands are identified based on vegetation, visible hydrology and geography. A margin of error is inherent in the use of imagery; thus, detailed on-the-ground inspection of any particular site may result in revision of the wetland boundaries or classification established through image analysis.

The accuracy of image interpretation depends on the quality of the imagery, the experience of the image analysts, the amount and quality of the collateral data and the amount of ground truth verification work conducted. Metadata should be consulted to determine the date of the source imagery used and any mapping problems.

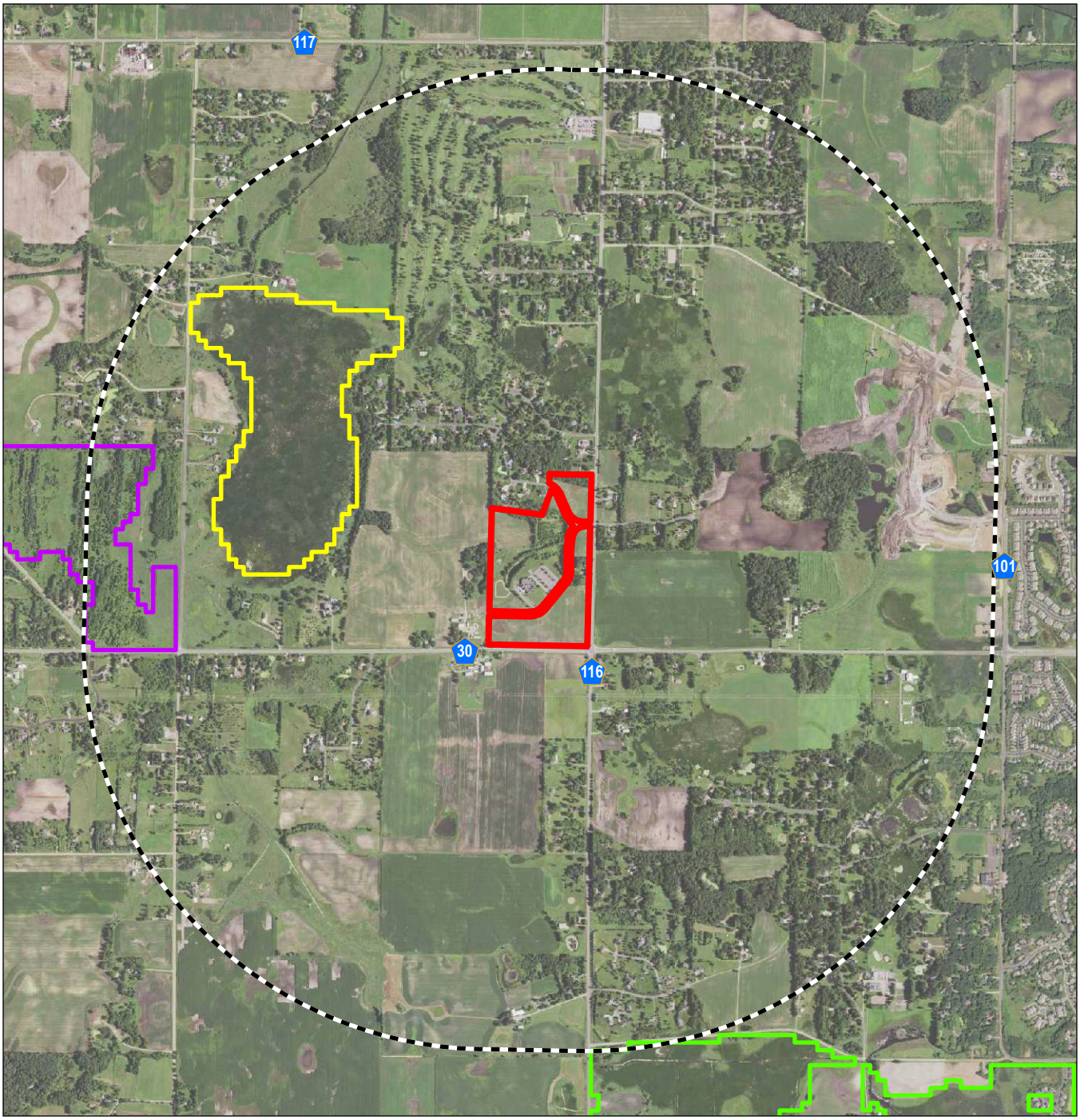
Wetlands or other mapped features may have changed since the date of the imagery or field work. There may be occasional differences in polygon boundaries or classifications between the information depicted on the map and the actual conditions on site.

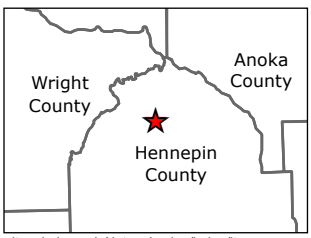
Data exclusions

Certain wetland habitats are excluded from the National mapping program because of the limitations of aerial imagery as the primary data source used to detect wetlands. These habitats include seagrasses or submerged aquatic vegetation that are found in the intertidal and subtidal zones of estuaries and nearshore coastal waters. Some deepwater reef communities (coral or tuberficid worm reefs) have also been excluded from the inventory. These habitats, because of their depth, go undetected by aerial imagery.

Data precautions

Federal, state, and local regulatory agencies with jurisdiction over wetlands may define and describe wetlands in a different manner than that used in this inventory. There is no attempt, in either the design or products of this inventory, to define the limits of proprietary jurisdiction of any Federal, state, or local government or to establish the geographical scope of the regulatory programs of government agencies. Persons intending to engage in activities involving modifications within or adjacent to wetland areas should seek the advice of appropriate Federal, state, or local agencies concerning specified agency regulatory programs and proprietary jurisdictions that may affect such activities.





<ita><bol><und>Notes</und></bol></ita>
<bol>1. </bol>Coordinate System: NAD 1983 UTM Zone 15N
<bol>2. </bol>Data Sources:MN DNR, NHIS
<bol3. </bol>Background: 2019 NAIP

Legend

- Project Boundary
- 1 Mile Radius

Central Region Regionally Significant Ecological Areas

- Moderate
- High
- Outstanding

0 1,000 2,000 Feet

(At original document size of 8.5x11)
1:24,000

N

Stantec

Project Location
Hennepin Co., MN

Prepared by KJM on 2023-03-03

Client/Project
Hope Community
EIW

1

Title
Unique and Natural Features Review

V:\1938\Active\193806102\03_data\gis_cad\gis\proj\eaw\eaw.aprx Revised: 2023-03-03 By: kjmueller

United States Department of Agriculture

NRCS

Natural Resources Conservation Service

A product of the National Cooperative Soil Survey, a joint effort of the United States Department of Agriculture and other Federal agencies, State agencies including the Agricultural Experiment Stations, and local participants

Custom Soil Resource Report for Hennepin County, Minnesota

March 14, 2023

Preface

Soil surveys contain information that affects land use planning in survey areas. They highlight soil limitations that affect various land uses and provide information about the properties of the soils in the survey areas. Soil surveys are designed for many different users, including farmers, ranchers, foresters, agronomists, urban planners, community officials, engineers, developers, builders, and home buyers. Also, conservationists, teachers, students, and specialists in recreation, waste disposal, and pollution control can use the surveys to help them understand, protect, or enhance the environment.

Various land use regulations of Federal, State, and local governments may impose special restrictions on land use or land treatment. Soil surveys identify soil properties that are used in making various land use or land treatment decisions. The information is intended to help the land users identify and reduce the effects of soil limitations on various land uses. The landowner or user is responsible for identifying and complying with existing laws and regulations.

Although soil survey information can be used for general farm, local, and wider area planning, onsite investigation is needed to supplement this information in some cases. Examples include soil quality assessments (http://www.nrcs.usda.gov/wps/portal/nrcs/main/soils/health/) and certain conservation and engineering applications. For more detailed information, contact your local USDA Service Center (https://offices.sc.egov.usda.gov/locator/app?agency=nrcs) or your NRCS State Soil Scientist (http://www.nrcs.usda.gov/wps/portal/nrcs/detail/soils/contactus/?cid=nrcs142p2_053951).

Great differences in soil properties can occur within short distances. Some soils are seasonally wet or subject to flooding. Some are too unstable to be used as a foundation for buildings or roads. Clayey or wet soils are poorly suited to use as septic tank absorption fields. A high water table makes a soil poorly suited to basements or underground installations.

The National Cooperative Soil Survey is a joint effort of the United States Department of Agriculture and other Federal agencies, State agencies including the Agricultural Experiment Stations, and local agencies. The Natural Resources Conservation Service (NRCS) has leadership for the Federal part of the National Cooperative Soil Survey.

Information about soils is updated periodically. Updated information is available through the NRCS Web Soil Survey, the site for official soil survey information.

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Contents

How Soil Surveys Are Made

Soil surveys are made to provide information about the soils and miscellaneous areas in a specific area. They include a description of the soils and miscellaneous areas and their location on the landscape and tables that show soil properties and limitations affecting various uses. Soil scientists observed the steepness, length, and shape of the slopes; the general pattern of drainage; the kinds of crops and native plants; and the kinds of bedrock. They observed and described many soil profiles. A soil profile is the sequence of natural layers, or horizons, in a soil. The profile extends from the surface down into the unconsolidated material in which the soil formed or from the surface down to bedrock. The unconsolidated material is devoid of roots and other living organisms and has not been changed by other biological activity.

Currently, soils are mapped according to the boundaries of major land resource areas (MLRAs). MLRAs are geographically associated land resource units that share common characteristics related to physiography, geology, climate, water resources, soils, biological resources, and land uses (USDA, 2006). Soil survey areas typically consist of parts of one or more MLRA.

The soils and miscellaneous areas in a survey area occur in an orderly pattern that is related to the geology, landforms, relief, climate, and natural vegetation of the area. Each kind of soil and miscellaneous area is associated with a particular kind of landform or with a segment of the landform. By observing the soils and miscellaneous areas in the survey area and relating their position to specific segments of the landform, a soil scientist develops a concept, or model, of how they were formed. Thus, during mapping, this model enables the soil scientist to predict with a considerable degree of accuracy the kind of soil or miscellaneous area at a specific location on the landscape.

Commonly, individual soils on the landscape merge into one another as their characteristics gradually change. To construct an accurate soil map, however, soil scientists must determine the boundaries between the soils. They can observe only a limited number of soil profiles. Nevertheless, these observations, supplemented by an understanding of the soil-vegetation-landscape relationship, are sufficient to verify predictions of the kinds of soil in an area and to determine the boundaries.

Soil scientists recorded the characteristics of the soil profiles that they studied. They noted soil color, texture, size and shape of soil aggregates, kind and amount of rock fragments, distribution of plant roots, reaction, and other features that enable them to identify soils. After describing the soils in the survey area and determining their properties, the soil scientists assigned the soils to taxonomic classes (units). Taxonomic classes are concepts. Each taxonomic class has a set of soil characteristics with precisely defined limits. The classes are used as a basis for comparison to classify soils systematically. Soil taxonomy, the system of taxonomic classification used in the United States, is based mainly on the kind and character of soil properties and the arrangement of horizons within the profile. After the soil

scientists classified and named the soils in the survey area, they compared the individual soils with similar soils in the same taxonomic class in other areas so that they could confirm data and assemble additional data based on experience and research.

The objective of soil mapping is not to delineate pure map unit components; the objective is to separate the landscape into landforms or landform segments that have similar use and management requirements. Each map unit is defined by a unique combination of soil components and/or miscellaneous areas in predictable proportions. Some components may be highly contrasting to the other components of the map unit. The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The delineation of such landforms and landform segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, onsite investigation is needed to define and locate the soils and miscellaneous areas.

Soil scientists make many field observations in the process of producing a soil map. The frequency of observation is dependent upon several factors, including scale of mapping, intensity of mapping, design of map units, complexity of the landscape, and experience of the soil scientist. Observations are made to test and refine the soil-landscape model and predictions and to verify the classification of the soils at specific locations. Once the soil-landscape model is refined, a significantly smaller number of measurements of individual soil properties are made and recorded. These measurements may include field measurements, such as those for color, depth to bedrock, and texture, and laboratory measurements, such as those for content of sand, silt, clay, salt, and other components. Properties of each soil typically vary from one point to another across the landscape.

Observations for map unit components are aggregated to develop ranges of characteristics for the components. The aggregated values are presented. Direct measurements do not exist for every property presented for every map unit component. Values for some properties are estimated from combinations of other properties.

While a soil survey is in progress, samples of some of the soils in the area generally are collected for laboratory analyses and for engineering tests. Soil scientists interpret the data from these analyses and tests as well as the field-observed characteristics and the soil properties to determine the expected behavior of the soils under different uses. Interpretations for all of the soils are field tested through observation of the soils in different uses and under different levels of management. Some interpretations are modified to fit local conditions, and some new interpretations are developed to meet local needs. Data are assembled from other sources, such as research information, production records, and field experience of specialists. For example, data on crop yields under defined levels of management are assembled from farm records and from field or plot experiments on the same kinds of soil.

Predictions about soil behavior are based not only on soil properties but also on such variables as climate and biological activity. Soil conditions are predictable over long periods of time, but they are not predictable from year to year. For example, soil scientists can predict with a fairly high degree of accuracy that a given soil will have a high water table within certain depths in most years, but they cannot predict that a high water table will always be at a specific level in the soil on a specific date.

After soil scientists located and identified the significant natural bodies of soil in the survey area, they drew the boundaries of these bodies on aerial photographs and

identified each as a specific map unit. Aerial photographs show trees, buildings, fields, roads, and rivers, all of which help in locating boundaries accurately.

Soil Map

The soil map section includes the soil map for the defined area of interest, a list of soil map units on the map and extent of each map unit, and cartographic symbols displayed on the map. Also presented are various metadata about data used to produce the map, and a description of each soil map unit.

Map Scale: 1:4,000 if printed on A portrait (8.5" x 11") sheet.

N

Meters
0 50 100 200 300

Feet
0 150 300 600 900

Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 15N WGS84

MAP LEGEND

Area of Interest (AOI)
- Area of Interest (AOI)

Soils
- Soil Map Unit Polygons
- Soil Map Unit Lines
- Soil Map Unit Points

Special Point Features
- Blowout
- Borrow Pit
- Clay Spot
- Closed Depression
- Gravel Pit
- Gravelly Spot
- Landfill
- Lava Flow
- Marsh or swamp
- Mine or Quarry
- Miscellaneous Water
- Perennial Water
- Rock Outcrop
- Saline Spot
- Sandy Spot
- Severely Eroded Spot
- Sinkhole
- Slide or Slip
- Sodic Spot
- Spoil Area
- Stony Spot
- Very Stony Spot
- Wet Spot
- Other
- Special Line Features

Water Features
- Streams and Canals

Transportation
- Rails
- Interstate Highways
- US Routes
- Major Roads
- Local Roads

Background
- Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:12,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL:
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Hennepin County, Minnesota
Survey Area Data: Version 18, Sep 6, 2022

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: May 11, 2020—May 19, 2020

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
L21A	Canisteo clay loam, 0 to 2 percent slopes	0.6	1.1%
L22C2	Lester loam, 6 to 10 percent slopes, moderately eroded	7.0	13.0%
L23A	Cordova loam, 0 to 2 percent slopes	8.2	15.2%
L24A	Glencoe clay loam, 0 to 1 percent slopes	4.0	7.4%
L36A	Hamel, overwash-Hamel complex, 0 to 3 percent slopes	3.8	7.0%
L37B	Angus loam, 2 to 6 percent slopes	19.4	35.8%
L40B	Angus-Kilkenny complex, 2 to 6 percent slopes	0.0	0.0%
L44A	Nessel loam, 1 to 3 percent slopes	8.7	16.1%
L45A	Dundas-Cordova complex, 0 to 3 percent slopes	2.4	4.4%
Totals for Area of Interest		**54.1**	**100.0%**

Map Unit Descriptions

The map units delineated on the detailed soil maps in a soil survey represent the soils or miscellaneous areas in the survey area. The map unit descriptions, along with the maps, can be used to determine the composition and properties of a unit.

A map unit delineation on a soil map represents an area dominated by one or more major kinds of soil or miscellaneous areas. A map unit is identified and named according to the taxonomic classification of the dominant soils. Within a taxonomic class there are precisely defined limits for the properties of the soils. On the landscape, however, the soils are natural phenomena, and they have the characteristic variability of all natural phenomena. Thus, the range of some observed properties may extend beyond the limits defined for a taxonomic class. Areas of soils of a single taxonomic class rarely, if ever, can be mapped without including areas of other taxonomic classes. Consequently, every map unit is made up of the soils or miscellaneous areas for which it is named and some minor components that belong to taxonomic classes other than those of the major soils.

Most minor soils have properties similar to those of the dominant soil or soils in the map unit, and thus they do not affect use and management. These are called noncontrasting, or similar, components. They may or may not be mentioned in a particular map unit description. Other minor components, however, have properties and behavioral characteristics divergent enough to affect use or to require different

management. These are called contrasting, or dissimilar, components. They generally are in small areas and could not be mapped separately because of the scale used. Some small areas of strongly contrasting soils or miscellaneous areas are identified by a special symbol on the maps. If included in the database for a given area, the contrasting minor components are identified in the map unit descriptions along with some characteristics of each. A few areas of minor components may not have been observed, and consequently they are not mentioned in the descriptions, especially where the pattern was so complex that it was impractical to make enough observations to identify all the soils and miscellaneous areas on the landscape.

The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The objective of mapping is not to delineate pure taxonomic classes but rather to separate the landscape into landforms or landform segments that have similar use and management requirements. The delineation of such segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, however, onsite investigation is needed to define and locate the soils and miscellaneous areas.

An identifying symbol precedes the map unit name in the map unit descriptions. Each description includes general facts about the unit and gives important soil properties and qualities.

Soils that have profiles that are almost alike make up a *soil series*. Except for differences in texture of the surface layer, all the soils of a series have major horizons that are similar in composition, thickness, and arrangement.

Soils of one series can differ in texture of the surface layer, slope, stoniness, salinity, degree of erosion, and other characteristics that affect their use. On the basis of such differences, a soil series is divided into *soil phases*. Most of the areas shown on the detailed soil maps are phases of soil series. The name of a soil phase commonly indicates a feature that affects use or management. For example, Alpha silt loam, 0 to 2 percent slopes, is a phase of the Alpha series.

Some map units are made up of two or more major soils or miscellaneous areas. These map units are complexes, associations, or undifferentiated groups.

A *complex* consists of two or more soils or miscellaneous areas in such an intricate pattern or in such small areas that they cannot be shown separately on the maps. The pattern and proportion of the soils or miscellaneous areas are somewhat similar in all areas. Alpha-Beta complex, 0 to 6 percent slopes, is an example.

An *association* is made up of two or more geographically associated soils or miscellaneous areas that are shown as one unit on the maps. Because of present or anticipated uses of the map units in the survey area, it was not considered practical or necessary to map the soils or miscellaneous areas separately. The pattern and relative proportion of the soils or miscellaneous areas are somewhat similar. Alpha-Beta association, 0 to 2 percent slopes, is an example.

An *undifferentiated group* is made up of two or more soils or miscellaneous areas that could be mapped individually but are mapped as one unit because similar interpretations can be made for use and management. The pattern and proportion of the soils or miscellaneous areas in a mapped area are not uniform. An area can be made up of only one of the major soils or miscellaneous areas, or it can be made up of all of them. Alpha and Beta soils, 0 to 2 percent slopes, is an example.

Some surveys include *miscellaneous areas*. Such areas have little or no soil material and support little or no vegetation. Rock outcrop is an example.

Hennepin County, Minnesota

L21A—Canisteo clay loam, 0 to 2 percent slopes

Map Unit Setting

National map unit symbol: 2vvdm
Elevation: 690 to 1,840 feet
Mean annual precipitation: 24 to 37 inches
Mean annual air temperature: 43 to 52 degrees F
Frost-free period: 140 to 180 days
Farmland classification: Prime farmland if drained

Map Unit Composition

Canisteo and similar soils: 75 percent
Minor components: 25 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Canisteo

Setting

Landform: Rims on depressions, ground moraines
Landform position (three-dimensional): Talf
Down-slope shape: Concave, linear
Across-slope shape: Linear
Parent material: Fine-loamy till

Typical profile

Ap - 0 to 9 inches: clay loam
A - 9 to 16 inches: clay loam
AB - 16 to 20 inches: clay loam
Bkg - 20 to 36 inches: clay loam
Cg - 36 to 79 inches: loam

Properties and qualities

Slope: 0 to 2 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Poorly drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.20 to 2.00 in/hr)
Depth to water table: About 0 to 8 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum content: 25 percent
Maximum salinity: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Available water supply, 0 to 60 inches: High (about 10.6 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 2w
Hydrologic Soil Group: C/D
Ecological site: R103XY001MN - Loamy Wet Prairies
Forage suitability group: Level Swale, Calcareous (G103XS009MN)
Other vegetative classification: Level Swale, Calcareous (G103XS009MN)
Hydric soil rating: Yes

Minor Components

Okoboji

Percent of map unit: 13 percent
Landform: Depressions
Down-slope shape: Concave
Across-slope shape: Concave
Ecological site: R103XY015MN - Depressional Marsh
Other vegetative classification: Ponded If Not Drained (G103XS013MN)
Hydric soil rating: Yes

Harps

Percent of map unit: 5 percent
Landform: Rims on depressions
Down-slope shape: Concave
Across-slope shape: Linear
Ecological site: R103XY009MN - Calcareous Rim Prairies
Other vegetative classification: Level Swale, Calcareous (G103XS009MN)
Hydric soil rating: Yes

Webster

Percent of map unit: 5 percent
Landform: Ground moraines
Landform position (three-dimensional): Talf
Down-slope shape: Linear
Across-slope shape: Linear
Ecological site: R103XY001MN - Loamy Wet Prairies
Other vegetative classification: Level Swale, Neutral (G103XS001MN)
Hydric soil rating: Yes

Glencoe

Percent of map unit: 2 percent
Landform: Depressions
Down-slope shape: Concave
Across-slope shape: Concave
Ecological site: R103XY015MN - Depressional Marsh
Other vegetative classification: Ponded If Not Drained (G103XS013MN)
Hydric soil rating: Yes

L22C2—Lester loam, 6 to 10 percent slopes, moderately eroded

Map Unit Setting

National map unit symbol: 2ttc4
Elevation: 690 to 1,840 feet
Mean annual precipitation: 24 to 37 inches
Mean annual air temperature: 43 to 52 degrees F
Frost-free period: 140 to 180 days
Farmland classification: Farmland of statewide importance

Map Unit Composition

Lester, moderately eroded, and similar soils: 85 percent
Minor components: 15 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Lester, Moderately Eroded

Setting

Landform: Ground moraines, hillslopes
Landform position (two-dimensional): Summit, shoulder, backslope
Landform position (three-dimensional): Interfluve, rise
Down-slope shape: Convex
Across-slope shape: Linear, convex
Parent material: Fine-loamy till

Typical profile

Ap - 0 to 6 inches: loam
Bt - 6 to 38 inches: clay loam
C - 38 to 79 inches: loam

Properties and qualities

Slope: 6 to 10 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Well drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.20 to 2.00 in/hr)
Depth to water table: About 47 to 63 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum content: 20 percent
Maximum salinity: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Available water supply, 0 to 60 inches: High (about 10.4 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 3e
Hydrologic Soil Group: C
Ecological site: R103XY020MN - Loamy Upland Savannas
Forage suitability group: Sloping Upland, Acid (G103XS006MN)
Other vegetative classification: Sloping Upland, Acid (G103XS006MN)
Hydric soil rating: No

Minor Components

Storden, moderately eroded

Percent of map unit: 10 percent
Landform: Ground moraines
Landform position (two-dimensional): Shoulder
Landform position (three-dimensional): Rise
Down-slope shape: Convex, linear
Across-slope shape: Linear, convex
Ecological site: R103XY020MN - Loamy Upland Savannas
Other vegetative classification: Sloping Upland, Calcareous (G103XS010MN)
Hydric soil rating: No

Le sueur

Percent of map unit: 3 percent
Landform: Hillslopes, ground moraines
Landform position (two-dimensional): Summit
Landform position (three-dimensional): Interfluve, talf
Down-slope shape: Convex, linear
Across-slope shape: Linear
Ecological site: R103XY020MN - Loamy Upland Savannas
Other vegetative classification: Sloping Upland, Acid (G103XS006MN)
Hydric soil rating: No

Hamel

Percent of map unit: 2 percent
Landform: Ground moraines
Landform position (three-dimensional): Dip
Down-slope shape: Concave, linear
Across-slope shape: Linear, concave
Ecological site: F103XY030MN - Wet Footslope/Drainageway Forests
Other vegetative classification: Level Swale, Neutral (G103XS001MN)
Hydric soil rating: Yes

L23A—Cordova loam, 0 to 2 percent slopes

Map Unit Setting

National map unit symbol: h4xf
Elevation: 800 to 1,080 feet
Mean annual precipitation: 23 to 35 inches
Mean annual air temperature: 43 to 50 degrees F
Frost-free period: 124 to 200 days
Farmland classification: Prime farmland if drained

Map Unit Composition

Cordova and similar soils: 85 percent
Minor components: 15 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Cordova

Setting

Landform: Drainageways on moraines
Down-slope shape: Concave
Across-slope shape: Linear
Parent material: Till

Typical profile

Ap,AB - 0 to 13 inches: loam
Btg - 13 to 33 inches: clay loam
Cg - 33 to 80 inches: loam

Properties and qualities

Slope: 0 to 2 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Poorly drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high (0.20 to 0.60 in/hr)
Depth to water table: About 6 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum content: 20 percent
Gypsum, maximum content: 1 percent
Available water supply, 0 to 60 inches: High (about 10.6 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 2w
Hydrologic Soil Group: C/D
Ecological site: F103XY027MN - Loamy Wet Forests
Forage suitability group: Level Swale, Neutral (G103XS001MN)
Other vegetative classification: Level Swale, Neutral (G103XS001MN)
Hydric soil rating: Yes

Minor Components

Glencoe, depressional

Percent of map unit: 10 percent
Landform: Depressions on moraines
Down-slope shape: Concave
Across-slope shape: Concave
Ecological site: R103XY015MN - Depressional Marsh
Other vegetative classification: Ponded If Not Drained (G103XS013MN)
Hydric soil rating: Yes

Nessel

Percent of map unit: 5 percent
Landform: Moraines
Down-slope shape: Linear
Across-slope shape: Linear
Ecological site: F103XY025MN - Loamy Upland Forests
Other vegetative classification: Sloping Upland, Acid (G103XS006MN)
Hydric soil rating: No

L24A—Glencoe clay loam, 0 to 1 percent slopes

Map Unit Setting

National map unit symbol: 2tsjr
Elevation: 690 to 1,840 feet
Mean annual precipitation: 24 to 37 inches
Mean annual air temperature: 43 to 52 degrees F
Frost-free period: 140 to 180 days

Farmland classification: Prime farmland if drained

Map Unit Composition

Glencoe and similar soils: 80 percent
Minor components: 20 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Glencoe

Setting

Landform: Depressions
Down-slope shape: Concave
Across-slope shape: Concave
Parent material: Local alluvium over till

Typical profile

Ap - 0 to 9 inches: clay loam
A - 9 to 39 inches: clay loam
Bg - 39 to 50 inches: clay loam
Cg - 50 to 79 inches: clay loam

Properties and qualities

Slope: 0 to 1 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Very poorly drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately low to high (0.06 to 2.00 in/hr)
Depth to water table: About 0 to 6 inches
Frequency of flooding: None
Frequency of ponding: Occasional
Calcium carbonate, maximum content: 20 percent
Maximum salinity: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Available water supply, 0 to 60 inches: High (about 10.4 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 3w
Hydrologic Soil Group: C/D
Ecological site: R103XY015MN - Depressional Marsh
Forage suitability group: Ponded If Not Drained (G103XS013MN)
Other vegetative classification: Ponded If Not Drained (G103XS013MN)
Hydric soil rating: Yes

Minor Components

Okoboji

Percent of map unit: 10 percent
Landform: Depressions
Down-slope shape: Concave
Across-slope shape: Concave
Ecological site: R103XY015MN - Depressional Marsh
Other vegetative classification: Ponded If Not Drained (G103XS013MN)
Hydric soil rating: Yes

Webster

Percent of map unit: 5 percent
Landform: Ground moraines

Landform position (three-dimensional): Talf
Down-slope shape: Linear
Across-slope shape: Linear
Ecological site: R103XY001MN - Loamy Wet Prairies
Other vegetative classification: Level Swale, Neutral (G103XS001MN)
Hydric soil rating: Yes

Canisteo

Percent of map unit: 5 percent
Landform: Rims on depressions, ground moraines
Landform position (three-dimensional): Talf
Down-slope shape: Concave, linear
Across-slope shape: Linear
Ecological site: R103XY001MN - Loamy Wet Prairies
Other vegetative classification: Level Swale, Calcareous (G103XS009MN)
Hydric soil rating: Yes

L36A—Hamel, overwash-Hamel complex, 0 to 3 percent slopes

Map Unit Setting

National map unit symbol: 2tsjx
Elevation: 690 to 1,840 feet
Mean annual precipitation: 24 to 37 inches
Mean annual air temperature: 43 to 52 degrees F
Frost-free period: 140 to 180 days
Farmland classification: Prime farmland if drained

Map Unit Composition

Hamel, overwash, and similar soils: 50 percent
Hamel and similar soils: 43 percent
Minor components: 7 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Hamel, Overwash

Setting

Landform: Ground moraines
Landform position (three-dimensional): Dip
Down-slope shape: Concave, linear
Across-slope shape: Linear, concave
Parent material: Colluvium over till

Typical profile

Ap - 0 to 12 inches: loam
A - 12 to 26 inches: loam
Btg - 26 to 48 inches: clay loam
Cg - 48 to 79 inches: clay loam

Properties and qualities

Slope: 1 to 3 percent
Depth to restrictive feature: More than 80 inches

Drainage class: Somewhat poorly drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.20 to 2.00 in/hr)
Depth to water table: About 12 to 24 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum content: 20 percent
Maximum salinity: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Available water supply, 0 to 60 inches: High (about 11.0 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 2w
Hydrologic Soil Group: C/D
Ecological site: F103XY029MN - Footslope/Drainageway Forests
Forage suitability group: Level Swale, Neutral (G103XS001MN)
Other vegetative classification: Level Swale, Neutral (G103XS001MN)
Hydric soil rating: No

Description of Hamel

Setting

Landform: Ground moraines
Landform position (three-dimensional): Dip
Down-slope shape: Concave, linear
Across-slope shape: Linear, concave
Parent material: Colluvium over till

Typical profile

Ap - 0 to 10 inches: loam
A - 10 to 24 inches: loam
Btg - 24 to 46 inches: clay loam
Cg - 46 to 79 inches: clay loam

Properties and qualities

Slope: 0 to 2 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Poorly drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.20 to 2.00 in/hr)
Depth to water table: About 0 to 8 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum content: 20 percent
Maximum salinity: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Available water supply, 0 to 60 inches: High (about 10.9 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 2w
Hydrologic Soil Group: C/D
Ecological site: F103XY030MN - Wet Footslope/Drainageway Forests
Forage suitability group: Level Swale, Neutral (G103XS001MN)
Other vegetative classification: Level Swale, Neutral (G103XS001MN)
Hydric soil rating: Yes

Minor Components

Terril

Percent of map unit: 5 percent
Landform: Ground moraines
Landform position (two-dimensional): Footslope, toeslope
Landform position (three-dimensional): Dip
Down-slope shape: Concave
Across-slope shape: Linear
Ecological site: R103XY011MN - Footslope/Drainageway Prairies
Other vegetative classification: Level Swale, Neutral (G103XS001MN)
Hydric soil rating: No

Glencoe

Percent of map unit: 2 percent
Landform: Depressions
Down-slope shape: Concave
Across-slope shape: Concave
Ecological site: R103XY015MN - Depressional Marsh
Other vegetative classification: Ponded If Not Drained (G103XS013MN)
Hydric soil rating: Yes

L37B—Angus loam, 2 to 6 percent slopes

Map Unit Setting

National map unit symbol: 2syrq
Elevation: 690 to 1,840 feet
Mean annual precipitation: 24 to 37 inches
Mean annual air temperature: 43 to 52 degrees F
Frost-free period: 140 to 180 days
Farmland classification: All areas are prime farmland

Map Unit Composition

Angus and similar soils: 80 percent
Minor components: 20 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Angus

Setting

Landform: Hillslopes, ground moraines
Landform position (two-dimensional): Summit
Landform position (three-dimensional): Interfluve, rise
Down-slope shape: Convex
Across-slope shape: Convex, linear
Parent material: Fine-loamy till

Typical profile

Ap - 0 to 7 inches: loam

Bt - 7 to 37 inches: clay loam
BC - 37 to 50 inches: clay loam
C - 50 to 79 inches: loam

Properties and qualities

Slope: 2 to 6 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Well drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.20 to 2.00 in/hr)
Depth to water table: About 39 to 51 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum content: 20 percent
Maximum salinity: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)
Available water supply, 0 to 60 inches: High (about 10.3 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 2e
Hydrologic Soil Group: C
Ecological site: R103XY020MN - Loamy Upland Savannas
Forage suitability group: Sloping Upland, Acid (G103XS006MN)
Other vegetative classification: Sloping Upland, Acid (G103XS006MN)
Hydric soil rating: No

Minor Components

Angus, moderately eroded

Percent of map unit: 10 percent
Landform: Hillslopes, ground moraines
Landform position (two-dimensional): Summit, shoulder
Landform position (three-dimensional): Interfluve, rise
Down-slope shape: Convex
Across-slope shape: Convex, linear
Ecological site: R103XY020MN - Loamy Upland Savannas
Other vegetative classification: Sloping Upland, Acid (G103XS006MN)
Hydric soil rating: No

Cordova

Percent of map unit: 5 percent
Landform: Ground moraines
Landform position (three-dimensional): Dip
Down-slope shape: Concave
Across-slope shape: Linear
Ecological site: F103XY027MN - Loamy Wet Forests
Other vegetative classification: Level Swale, Neutral (G103XS001MN)
Hydric soil rating: Yes

Le sueur

Percent of map unit: 5 percent
Landform: Hillslopes, ground moraines
Landform position (two-dimensional): Summit
Landform position (three-dimensional): Interfluve, talf
Down-slope shape: Convex, linear
Across-slope shape: Linear
Ecological site: R103XY020MN - Loamy Upland Savannas

Other vegetative classification: Sloping Upland, Acid (G103XS006MN)
Hydric soil rating: No

L40B—Angus-Kilkenny complex, 2 to 6 percent slopes

Map Unit Setting

National map unit symbol: h64l
Elevation: 820 to 1,080 feet
Mean annual precipitation: 23 to 35 inches
Mean annual air temperature: 43 to 50 degrees F
Frost-free period: 124 to 200 days
Farmland classification: All areas are prime farmland

Map Unit Composition

Angus and similar soils: 45 percent
Kilkenny and similar soils: 40 percent
Minor components: 15 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Angus

Setting

Landform: Hills on moraines
Landform position (two-dimensional): Backslope
Down-slope shape: Linear
Across-slope shape: Linear
Parent material: Till

Typical profile

Ap - 0 to 8 inches: loam
Bt - 8 to 35 inches: clay loam
BC - 35 to 40 inches: clay loam
C - 40 to 80 inches: loam

Properties and qualities

Slope: 2 to 5 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Well drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.60 to 2.00 in/hr)
Depth to water table: About 43 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum content: 20 percent
Gypsum, maximum content: 1 percent
Available water supply, 0 to 60 inches: High (about 10.5 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 2e
Hydrologic Soil Group: B

Ecological site: R103XY020MN - Loamy Upland Savannas
Forage suitability group: Sloping Upland, Acid (G103XS006MN)
Other vegetative classification: Sloping Upland, Acid (G103XS006MN)
Hydric soil rating: No

Description of Kilkenny

Setting

Landform: Hills on moraines
Landform position (two-dimensional): Summit
Down-slope shape: Convex
Across-slope shape: Linear
Parent material: Glaciofluvial sediments and reworked till over till

Typical profile

Ap - 0 to 11 inches: clay loam
Bt - 11 to 35 inches: clay loam
2Bk,2C - 35 to 80 inches: loam

Properties and qualities

Slope: 2 to 6 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Moderately well drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high (0.20 to 0.60 in/hr)
Depth to water table: About 20 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum content: 20 percent
Gypsum, maximum content: 1 percent
Available water supply, 0 to 60 inches: High (about 10.3 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 2e
Hydrologic Soil Group: C/D
Ecological site: F103XY026MN - Clayey Upland Forests
Forage suitability group: Sloping Upland, Acid (G103XS006MN)
Other vegetative classification: Sloping Upland, Acid (G103XS006MN)
Hydric soil rating: No

Minor Components

Lerdal

Percent of map unit: 10 percent
Landform: Moraines
Down-slope shape: Linear
Across-slope shape: Linear
Ecological site: F103XY026MN - Clayey Upland Forests
Other vegetative classification: Level Swale, Acid (G103XS005MN)
Hydric soil rating: No

Mazaska

Percent of map unit: 5 percent
Landform: Swales on moraines
Down-slope shape: Concave
Across-slope shape: Linear

Ecological site: F103XY028MN - Clayey Wet Forests
Other vegetative classification: Level Swale, Acid (G103XS005MN)
Hydric soil rating: Yes

L44A—Nessel loam, 1 to 3 percent slopes

Map Unit Setting

National map unit symbol: h657
Elevation: 820 to 1,080 feet
Mean annual precipitation: 23 to 35 inches
Mean annual air temperature: 43 to 50 degrees F
Frost-free period: 124 to 200 days
Farmland classification: All areas are prime farmland

Map Unit Composition

Nessel and similar soils: 85 percent
Minor components: 15 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Nessel

Setting

Landform: Moraines
Down-slope shape: Linear
Across-slope shape: Linear
Parent material: Till

Typical profile

Ap - 0 to 6 inches: loam
Bt - 6 to 38 inches: clay loam
C - 38 to 80 inches: loam

Properties and qualities

Slope: 1 to 3 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Moderately well drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.60 to 2.00 in/hr)
Depth to water table: About 30 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum content: 20 percent
Gypsum, maximum content: 1 percent
Available water supply, 0 to 60 inches: High (about 10.4 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 1
Hydrologic Soil Group: C
Ecological site: F103XY025MN - Loamy Upland Forests

Forage suitability group: Sloping Upland, Acid (G103XS006MN)
Other vegetative classification: Sloping Upland, Acid (G103XS006MN)
Hydric soil rating: No

Minor Components

Cordova

Percent of map unit: 10 percent
Landform: Drainageways on moraines
Down-slope shape: Concave
Across-slope shape: Linear
Ecological site: F103XY027MN - Loamy Wet Forests
Other vegetative classification: Level Swale, Neutral (G103XS001MN)
Hydric soil rating: Yes

Angus

Percent of map unit: 5 percent
Landform: Hills on moraines
Landform position (two-dimensional): Backslope
Down-slope shape: Linear
Across-slope shape: Linear
Ecological site: R103XY020MN - Loamy Upland Savannas
Other vegetative classification: Sloping Upland, Acid (G103XS006MN)
Hydric soil rating: No

L45A—Dundas-Cordova complex, 0 to 3 percent slopes

Map Unit Setting

National map unit symbol: h660
Elevation: 820 to 1,070 feet
Mean annual precipitation: 23 to 35 inches
Mean annual air temperature: 43 to 50 degrees F
Frost-free period: 124 to 200 days
Farmland classification: Prime farmland if drained

Map Unit Composition

Dundas and similar soils: 65 percent
Cordova and similar soils: 25 percent
Minor components: 10 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Dundas

Setting

Landform: Moraines
Down-slope shape: Linear
Across-slope shape: Linear
Parent material: Till

Typical profile

Ap - 0 to 9 inches: silt loam

E - 9 to 15 inches: loam
Btg - 15 to 40 inches: clay loam
Cg - 40 to 80 inches: loam

Properties and qualities

Slope: 1 to 3 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Somewhat poorly drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high (0.20 to 0.60 in/hr)
Depth to water table: About 18 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum content: 20 percent
Gypsum, maximum content: 1 percent
Available water supply, 0 to 60 inches: High (about 10.7 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 2w
Hydrologic Soil Group: C/D
Ecological site: R103XY020MN - Loamy Upland Savannas
Forage suitability group: Level Swale, Neutral (G103XS001MN)
Other vegetative classification: Level Swale, Neutral (G103XS001MN)
Hydric soil rating: No

Description of Cordova

Setting

Landform: Drainageways on moraines
Down-slope shape: Concave
Across-slope shape: Linear
Parent material: Till

Typical profile

Ap,AB - 0 to 13 inches: loam
Btg - 13 to 33 inches: clay loam
Cg - 33 to 80 inches: loam

Properties and qualities

Slope: 0 to 2 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Poorly drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high (0.20 to 0.60 in/hr)
Depth to water table: About 6 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum content: 20 percent
Gypsum, maximum content: 1 percent
Available water supply, 0 to 60 inches: High (about 10.6 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 2w
Hydrologic Soil Group: C/D
Ecological site: F103XY027MN - Loamy Wet Forests

Forage suitability group: Level Swale, Neutral (G103XS001MN)
Other vegetative classification: Level Swale, Neutral (G103XS001MN)
Hydric soil rating: Yes

Minor Components

Nessel

Percent of map unit: 5 percent
Landform: Moraines
Down-slope shape: Linear
Across-slope shape: Linear
Ecological site: F103XY025MN - Loamy Upland Forests
Other vegetative classification: Sloping Upland, Acid (G103XS006MN)
Hydric soil rating: No

Glencoe

Percent of map unit: 5 percent
Landform: Depressions on moraines
Down-slope shape: Concave
Across-slope shape: Concave
Ecological site: R103XY015MN - Depressional Marsh
Other vegetative classification: Ponded If Not Drained (G103XS013MN)
Hydric soil rating: Yes

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From:	MN_MNIT_Data Request SHPO
To:	Mueller, Kevin
Cc:	Banks, Benjamin; Bot, Courtnay
Subject:	RE: Corcoran EAW Lit Search
Date:	Monday, March 20, 2023 6:50:02 PM
Attachments:	image001.png image002.png image003.png image004.png Stantec_Kevin Mueller_Project Area_ALL_Corcoran EAW.zip

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Hello Kevin,

Please see attached.

Jim

DEPARTMENT OF ADMINISTRATION
STATE HISTORIC PRESERVATION OFFICE

SHPO Data Requests
Minnesota State Historic Preservation Office
50 Sherburne Avenue, Suite 203
Saint Paul, MN 55155
(651) 201-3299
datarequestshpo@state.mn.us

Notice: This email message simply reports the results of the cultural resources database search you requested. The database search is only for previously known archaeological sites and historic properties. **IN NO CASE DOES THIS DATABASE SEARCH OR EMAIL MESSAGE CONSTITUTE A PROJECT REVIEW UNDER STATE OR FEDERAL PRESERVATION LAWS –** please see our website at https://mn.gov/admin/shpo/protection/ for further information regarding our Environmental Review Process.

Because the majority of archaeological sites in the state and many historic/architectural properties have not been recorded, important sites or properties may exist within the search area and may be affected by development projects within that area. Additional research, including field surveys, may be necessary to adequately assess the area's potential to contain historic properties or archaeological sites.

Properties that are listed in the National Register of Historic Places (NRHP) or have been determined eligible for listing in the NRHP are indicated on the reports you have received, if any. The following codes may be on those reports:

NR – National Register listed. The properties may be individually listed or may be within the boundaries of a National Register District.

CEF – Considered Eligible Findings are made when a federal agency has recommended that a property is eligible for listing in the National Register and MN SHPO has accepted the recommendation for the purposes of the Environmental Review Process. These properties need to be further assessed before they are officially listed in the National Register.

SEF – Staff eligible Findings are those properties the MN SHPO staff considers eligible for listing in the National Register, in circumstances other than the Environmental Review Process.

DOE – Determination of Eligibility is made by the National Park Service and are those properties that are eligible for listing in the National Register, but have not been officially listed.

CNEF – Considered Not Eligible Findings are made during the course of the Environmental Review Process. For the purposes of the review a property is considered not eligible for listing in the National Register. These properties may

need to be reassessed for eligibility under additional or alternate contexts.
Properties without NR, CEF, SEF, DOE, or CNEF designations in the reports may not have been evaluated and therefore no assumption to their eligibility can be made. Integrity and contexts change over time, therefore any eligibility determination made ten (10) or more years from the date of the current survey are considered out of date and the property will need to be reassessed.
If you require a comprehensive assessment of a project's potential to impact archaeological sites or historic/architectural properties, you may need to hire a qualified archaeologist and/or historian. If you need assistance with a project review, please contact Kelly Gragg-Johnson, Environmental Review Specialist @ 651-201-3285 or by email at kelly.graggjohnson@state.mn.us.
The Minnesota SHPO Archaeology and Historic/Architectural Survey Manuals can be found at https://mn.gov/admin/shpo/identification-evaluation/.

Please subscribe to receive SHPO notices for the most current updates regarding office hours, accessing research files, or changes in submitting materials to the SHPO.

To access historic resource information please visit our webpage on Using SHPO's Files.

From: Mueller, Kevin <kevin.mueller@stantec.com>
Sent: Wednesday, March 15, 2023 11:18 AM
To: MN_MNIT_Data Request SHPO <DataRequestSHPO@state.mn.us>
Cc: Banks, Benjamin <Benjamin.Banks@stantec.com>; Bot, Courtnay <Courtnay.Bot@stantec.com>
Subject: Corcoran EAW Lit Search

Hello,

I would like to request a records search for the attached project. Would it also be possible to provide the search results in an access database format?

Thank you and please let me know if there are any questions.

Kevin Mueller
GIS Specialist

Mobile: (952) 334-1991

Stantec
One Carlson Parkway, Suite 100
Plymouth MN 55447

Hope Community Church Development Project
GHG Emissions Summary

Scope	Source	CO_2 (ton/yr)	CH_4 (ton/yr)	N_2O (ton/yr)	CO_2e (ton/yr)
Direct Emissions					
Scope 1	Construction - Mobile Sources Onroad - Gasoline and Diesel	75	0.001	0.002	75
Scope 1	Construction - Mobile Sources Non-road - Diesel	591	0.05	0.05	607
Scope 1	Operations - Stationary Combustion - Natural Gas	1,302	0.02	0.002	1,325
Scope 1	Operations - Mobile Sources - Gasoline and Diesel	7,106	0.1	0.1	7,138
Indirect Emissions					
Scope 2	Purchased Electricity	3,281	0.3	0.05	3,358
Scope 2	Waste - Operations	-	-	-	954
Atmospheric Removals of GHGs					
Scope 1 - Sinks	Land Use (CO2 Removals to Terrestrial Storage)				355
Total		**12,356**	**0.6**	**0.20**	**13,813**

EPA Simplified GHG Emissions Calculator ("the Calculator")

August 2022

The EPA Simplified GHG Emissions Calculator ("the Calculator") is designed as a simplified calculation tool to help organizations estimate and inventory their annual greenhouse gas (GHG) emissions for US-based operations. All methodologies and default values provided are based on the most current Center for Corporate Climate Leadership Greenhouse *Gas Inventory Guidance Documents* and the *Emission Factors Hub*. The Calculator will quantify the direct and indirect emissions from sources at an organization when activity data are entered into the various sections of the workbook for one annual period.

Before entering data, please: 1) Enable Macros and 2) Familiarize yourself with the *Simplified Guide to GHG Management for Organizations.*

Access the guide: https://www.epa.gov/climateleadership/ghg-inventory-guidance-low-emitters

There are three primary steps in completing a GHG inventory. Each emissions source also has these three steps.

(1) **DEFINE**: The first step in completing a GHG inventory is to determine the boundaries and emissions sources included within those boundaries. After you have defined your organizational and operational boundaries, you can use the questions on the "Boundary Questions" worksheet to help you determine which emissions sources are relevant to your business.

Go to Boundary Questions

(2) **COLLECT**: The second step is to collect data for the defined annual period. This step is typically the most time consuming, since the data can be difficult to gather. This Calculator has help sheets with suggestions and guidance for each emissions source and a general help sheet for data management. **Click the drop down menu boxes below to navigate to these sheets**.

Help - Data Management

(3) **QUANTIFY**: The third step is to calculate emissions. This Calculator is designed to complete the emissions quantification step for you. Once the user enters data in this MS Excel spreadsheet, the emissions will be calculated and totaled on the "Summary" sheet.

Calculator Guidance - Important Information

(A) Navigate to the data entry sheets using the drop down menu in the dark grey cell below and then clicking on the "Go To Data Entry Sheet" button. On the data entry sheets enter data in ORANGE cells only.

(B) This Calculator has several "Tool Sheets" with useful reference data such as unit conversions, heat contents, and emission factors. Click on the buttons below to go to the appropriate Tool Sheet.

(C) Data must be entered in the units specified on the data entry sheets. Use the "Unit Conversions" or "Heat Content" sheets if unit conversion is necessary prior to entering data into the Calculator.

(D) If more guidance is needed, you can reference the emission factor data sources found on the "Emission Factors" sheet.

Tool Sheets	Quick Data Entry Navigation
Unit Conversions	Upstream Trans and Dist
Heat Content	
Emission Factors	

Calculator Notes

Emission sources of all seven major GHGs are accounted for in the inventory and in this Calculator: carbon dioxide (CO_2), methane (CH_4), nitrous oxide (N_2O), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs), sulfur hexafluoride (SF_6), and nitrogen trifluoride (NF_3). The Calculator allows the user to estimate GHG emissions from scope 1 (direct), scope 2 (indirect), and some scope 3 (other indirect) sources.

The Calculator uses U.S.-specific cross-sector emission factors from the *Emission Factors Hub*. Many industrial sectors also have process-related emissions sources that are specific to their sector. EPA's Greenhouse Gas Reporting Program provides guidance and tools that can aid in the calculation and reporting of these emissions:

https://www.epa.gov/ghgreporting

The GHG Protocol also provides guidance on calculating emissions from industrial processes.

Hope Community Church Development

Source ID	Description	Building Activity	Bldg Square Footage	Natural Gas Combustion (scf/yr)	Electricity Usage (kWh/yr)
Multi-Family-A	Multi-Family Housing "A"	Lodging	43,000	2,119,900	662,200
Retail-B	Proposed Retail "B"	Retail	10,100	342,390	142,410
Medical-C	Proposed Medical "C"	Health care	47,000	4,027,900	1,179,700
Medical-D	Proposed Medical "D"	Health care	43,200	3,702,240	1,084,320
Retail-E	Proposed Retail "E"	Retail	10,000	339,000	141,000
Multi-Family-F	Multi-Family Housing "F"	Lodging	51,000	2,514,300	785,400
Senior-G	Senior Senior Housing "G"	Lodging	56,000	2,760,800	862,400
Senior-H	55+ Housing "H"	Lodging	33,100	1,631,830	509,740
Villas-I	Villas "I"	Lodging	48,000	2,366,400	739,200
Rowhomes-J	Rowhomes "J"	Lodging	38,535	1,899,776	593,439
		Total	379,935		

Mobile Source Information

Construction Duration: 5 Years (estimate)
Project Lifetime: 50 Years (estimate)

									Annual		Total for Project		Emission Factors[5]			Total Emissions (ton)				Emissions Annualized over Project Lifetime (50 yrs)			
Onroad/Off-Road	Vehicle Type[1]	Number of Vehicles per Day[2]	Fuel Type	Vehicle Year[1]	VMT (miles per day, per vehicle)[2]	Miles per Gallon[3]	Fuel Usage (gal/day, all vehicles)	Days Per Year[4]	Miles Traveled (mi/yr, all vehicles)	Fuel Usage (gal/yr, all vehicles)	Miles Traveled (mi)	Fuel Usage (gal)	CO2 (kg/gal)	CH4 (g/mile)	N2O (g/mile)	CO2 (short ton)	CH4 (short ton)	N2O (short ton)	CO2e (short ton)	CO2 (short ton/yr)	CH4 (short ton/yr)	N2O (short ton/yr)	CO2e (short ton/yr)
Onroad	Passenger Cars - Laborers (commute)	50	Gas	2007	40	22.9	87.47	260	520,000	22,742	2,600,000	113,708	8.78	0.0072	0.0052	1,100.50	0.0206	0.01490	1,105	22.0	0.00041	0.00030	22.109
	Heavy Duty Trucks - Dump Trucks (onsite and offsite)	20	Diesel	2007	30	7.5	80.11	260	156,000	20,828	780,000	104,139	10.21	0.0095	0.0431	1,172.04	0.0082	0.0371	1,183	23.4	0.00016	0.0007	23.666
	Heavy Duty Trucks - Semis (onsite and offsite)	20	Diesel	2007	30	6.0	100.00	260	156,000	26,000	780,000	130,000	10.21	0.0095	0.0431	1,463.10	0.0082	0.0371	1,474	29.3	0.00016	0.0007	29.487
																		Total	**3,763**			**Total**	**75.3**

1. Assumed vehicle year 2007 to match the first year a new methodology for gas mileage was developed by the Federal Highway Administration (FHWA). The new category Light duty vehicle, short wheel base replaces the old category Passenger car and includes passenger cars, light trucks, vans and sport utility vehicles with a wheelbase (WB) equal to or less than 121 inches. Model Year 2007 is also assumed for heavy duty trucks to allow for use of more conservative GHG emission factors compared to later years.

2. Estimate. Assume passenger cars have 20 mile commute (one-way). Heavy duty trucks vehicle miles traveled includes both onsite and hauling to and from the site during construction.

3. Mileage for passenger cars based upon the U.S. Department of Transportation's Bureau of Transportation Average Fuel Efficiency of Light Duty Vehicles (https://www.bts.gov/content/average-fuel-efficiency-us-light-duty-vehicles). Mileage for dump trucks and semis based on U.S. Department of Transportation, Federal Highway Administration, Highway Statistics 2019 (December 2021), Table VM-1.

4. Based on construction schedule of 52 weeks per year, 5 days per week.

5. Emission factors based on the U.S. EPA's Emission Factors Hub (https://www.epa.gov/climateleadership/ghg-emission-factors-hub, updated April 2022).

									Emission Factors[4]			Total Project Emissions				Emissions Annualized over Project Lifetime (50 yrs)			
Onroad/Offroad	Vehicle Type	Number of Vehicles[1]	Fuel type	Engine Size (hp)[1]	Consumption Rate (gal/hour per hp-hr)[2]	Hours per Year[3]	Total Gallons per Year	Total Gallons for Project	CO2 (kg/gal)	CH4 (g/gal)	N2O (g/gal)	CO2 (short ton)	CH4 (short ton)	N2O (short ton)	CO2e (short ton)	CO2 (short ton/yr)	CH4 (short ton/yr)	N2O (short ton/yr)	CO2e (short ton/yr)
Off-road	Crane	4	Diesel	250	0.05	2,080	104,000	520,000	10.21	0.94	0.87	5852.39	0.539	0.499	6,014	117.0	0.0108	0.0100	120.3
	Backhoe	6	Diesel	125	0.05	2,080	78,000	390,000	10.21	0.94	0.87	4389.29	0.404	0.374	4,511	87.8	0.0081	0.0075	90.2
	Loader/Bulldozer	8	Diesel	250	0.05	2,080	208,000	1,040,000	10.21	0.94	0.87	11704.78	1.078	0.997	12,029	234.1	0.0216	0.0199	240.6
	Excavator	4	Diesel	250	0.05	2,080	104,000	520,000	10.21	0.94	0.87	5852.39	0.539	0.499	6,014	117.0	0.0108	0.0100	120.3
	Skid Steer	6	Diesel	50	0.05	2,080	31,200	156,000	10.21	0.94	0.87	1755.72	0.162	0.150	1,804	35.1	0.0032	0.0030	36.1
	Total	28					525,200	2,626,000						**Total**	**30,373**			**Total**	**607.5**

1. Estimate.

2. Off-road mobile source fuel usage based on South Coast Air Quality Management District CEQA Air Quality Handbook, Table A9-3E.

3. Based on construction schedule of 52 weeks per year, 5 days per week, 8 hours per day.

4. Emission factors based on the U.S. EPA's Emission Factors Hub (https://www.epa.gov/climateleadership/ghg-emission-factors-hub, updated April 2022).

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Scope 1 Emissions from Stationary Combustion Sources

Guidance

(A) Enter annual data for each combustion unit, facility, or site (by fuel type) in ORANGE cells on **Table 1**. Example entry is shown in first row (*GREEN Italics*).

- Select "Fuel Combusted" from drop down box.
- Enter "Quantity Combusted" and choose the appropriate units from the drop down box in the unit column. If it's necessary to convert units, common heat contents can be found on the "Heat Content" sheet and unit conversions on the "Unit Conversion" sheet.

(B) If fuel is consumed in a facility but stationary fuel consumption data are not available, an estimate should be made for completeness. See the "Items to Note" section of the Help sheet for suggested estimation approaches.

(C) Biomass CO_2 emissions are not reported in the total emissions, but are reported separately at the bottom of the sheet.

Table 1. Stationary Source Fuel Combustion

Source ID	Source Description	Source Area (sq ft)	Fuel Combusted	Quantity Combusted	Units
BLR-012	*East Power Plant*	*12,517*	*Natural Gas*	*10,000*	*MMBtu*
Multi-Family	Multi-Family Housing "A"	43,000	Natural Gas	2,119,900	SCF
Retail-B	Proposed Retail "B"	10,100	Natural Gas	342,390	SCF
Medical-C	Proposed Medical "C"	47,000	Natural Gas	4,027,900	SCF
Medical-D	Proposed Medical "D"	43,200	Natural Gas	3,702,240	SCF
Retail-E	Proposed Retail "E"	10,000	Natural Gas	339,000	SCF
Multi-Family	Multi-Family Housing "F"	51,000	Natural Gas	2,514,300	SCF
Senior-G	Senior Senior Housing "G"	56,000	Natural Gas	2,760,800	SCF
Senior-H	55+ Housing "H"	33,100	Natural Gas	1,631,830	SCF
Villas-I	Villas "I"	48,000	Natural Gas	2,366,400	SCF
Rowhomes	Rowhomes "J"	38,535	Natural Gas	1,899,776	SCF

GHG Emissions

Total Organization-Wide Stationary Source Combustion by Fuel Type

Fuel Type	Quantity Combusted	Units
Anthracite Coal	0	short tons
Bituminous Coal	0	short tons
Sub-bituminous Coal	0	short tons
Lignite Coal	0	short tons
Natural Gas	21,704,536	scf
Distillate Fuel Oil No. 2	0	gallons
Residual Fuel Oil No. 6	0	gallons
Kerosene	0	gallons
Liquefied Petroleum Gases (LPG)	0	gallons
Wood and Wood Residuals	0	short tons
Landfill Gas	0	scf

Total Organization-Wide CO_2, CH_4 and N_2O Emissions from Stationary Source Fuel Combustion

Fuel Type	CO_2 (kg)	CH_4 (g)	N_2O (g)
Anthracite Coal	0.0	0.0	0.0
Bituminous Coal	0.0	0.0	0.0
Sub-bituminous Coal	0.0	0.0	0.0
Lignite Coal	0.0	0.0	0.0
Natural Gas	1,181,594.9	22,355.7	2,170.5
Distillate Fuel Oil No. 2	0.0	0.0	0.0
Residual Fuel Oil No. 6	0.0	0.0	0.0
Kerosene	0.0	0.0	0.0
Liquefied Petroleum Gases (LPG)	0.0	0.0	0.0
Total Fossil Fuel Emissions	**1,181,594.9**	**22,355.7**	**2,170.5**
Wood and Wood Residuals	0.0	0.0	0.0
Landfill Gas	0.0	0.0	0.0
Total Non-Fossil Fuel Emissions	**0.0**	**0.0**	**0.0**
Total Emissions for all Fuels	**1,181,594.9**	**22,355.7**	**2,170.5**

Total CO_2 Equivalent Emissions (metric tons) - Stationary Combustion	**1,182.8**
Total Biomass CO_2 Equivalent Emissions (metric tons) - Stationary Combustion	**0.0**

Mobile Source - Operations

													Emission Factors[6]			Emissions			
Onroad/Off-Road	Vehicle Type[1]	Vehicle Driver	Daily Trips	Fuel Type	Vehicle Year[2]	VMT (miles per trip)[3]	Miles per Gallon[4]	Fuel Usage (gal/day, all vehicles)	Days Per Year[5]	Miles per Year (per Vehicle)	Miles per Year All Vehicles	Fuel Usage (gal/yr, all vehicles)	CO2 (kg/gal)	CH4 (g/mile)	N2O (g/mile)	CO2 (short ton/yr)	CH4 (short ton/yr)	N2O (short ton/yr)	CO2e (short ton/yr)
Onroad	Light Duty Vehicle, Short Wheel Base (Passenger Cars, small trucks and SUVs)	Resident	3171	Gas	2007	5	22.9	693.40	365	1,825	5,787,075	253,090	8.78	0.0072	0.0052	2,449	0.05	0.03	2,461
		Retail Facilities	2794	Gas	2007	5	22.9	610.96	365	1,825	5,099,050	223,001	8.78	0.0072	0.0052	2,158	0.0405	0.02923	2,168
		Medical Facilities	3181	Gas	2007	5	22.9	695.59	365	1,825	5,805,325	253,889	8.78	0.0072	0.0052	2,457	0.0461	0.03328	2,468
	Heavy Duty Trucks (Deliveries)	Parcel and Supply Deliveries	15	Diesel	2007	5	7.49	10.01	365	1,825	27,375	3,655	10.21	0.0095	0.0431	41	0.000	0.001	42
																		Total	7,138

1. Assumes members and employees drive gasoline powered light duty vehicles and deliveries are made by heavy duty diesel vehicles.

2. Assumed vehicle year 2007 to match the first year a new methodology for gas mileage was developed by the Federal Highway Administration (FHWA). The new category Light duty vehicle, short wheel base replaces the old category Passenger car and includes passenger cars, light trucks, vans and sport utility vehicles with a wheelbase (WB) equal to or less than 121 inches. The new category Light duty vehicle, long wheel base replaces Other 2-axle, 4-tire vehicle and includes large passenger cars, vans, pickup trucks, and sport/utility vehicles with wheelbases (WB) larger than 121 inches.

3. Assumes 5 miles per trip for all vehicles.

4. Mileage based upon the U.S. Department of Transportation's Bureau of Transportation Average Fuel Efficiency of Light Duty Vehicles (https://www.bts.gov/content/average-fuel-efficiency-us-light-duty-vehicles). Mileage for delivery trucks based on U.S. Department of Transportation, Federal Highway Administration, Highway Statistics 2019 (December 2021), Table VM-1.

5. Assume daily trips take place 365 days per year.

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Scope 2 Emissions from Purchase of Electricity

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Guidance

The Indirect Emissions from Purchased Electricity Guidance document provides guidance for quantifying two scope 2 emissions totals, using a **location-based method** and a **market-based method**. The organization should quantify and report both totals in its GHG inventory. The location-based method considers average emission factors for the electricity grids that provide electricity. The market-based method considers contractual arrangements under which the organization procures electricity from specific sources, such as renewable energy.

(A) Enter total annual electricity purchased in kWh and each eGRID subregion for each facility or site in ORANGE cells of **Table 1**.
(B) If electricity consumption data are not available for a facility, an estimate should be made for completeness.
See the "Items to Note" section of the Help sheet for suggested estimation approaches.
(C) Select "eGRID subregion" from drop box and enter "Electricity Purchased."
- Use map (Figure 1) at bottom of sheet to determine appropriate eGRID subregion. If subregion cannot be determined from the map, find the correct subregion by entering the location's zip code into EPA's Power Profiler:
https://www.epa.gov/egrid/power-profiler#/
(D) See the market-based emission factor hierarchy on the market-based method Help sheet. If any of the first four types of emission factors are applicable, enter the factors in the yellow cells marked as "<enter factor>". If not, leave the yellow cells as is, and eGRID subregion factors will be used for market-based emissions.
Example entry is shown in first row (*GREEN Italics*) for a facility that purchases RECs for 100% of its consumption, and therefore has a market-based emission factor of 0.

Help - Market-Based Method

Tips: Enter electricity usage by location and then look up the eGRID subregion for each location.
If you purchase renewable energy that is less than 100% of your site's electricity, see the example in the market-based method Help sheet.

Table 1. Total Amount of Electricity Purchased by eGRID Subregion

					Market-Based *Use these cells to enter applicable market-based emission factors*						**Location-Based**		
					Emission Factors			**Emissions**			**Emissions**		
Source ID	**Source Description**	**Source Area (sq ft)**	**eGRID Subregion** *where electricity is consumed*	**Electricity Purchased (kWh)**	**CO_2 Emissions (lb/MWh)**	**CH_4 Emissions (lb/MWh)**	**N_2O Emissions (lb/MWh)**	**CO_2 Emissions (lb)**	**CH_4 Emissions (lb)**	**N_2O Emissions (lb)**	**CO_2 Emissions (lb)**	**CH_4 Emissions (lb)**	**N_2O Emissions (lb)**
Bldg-012	*East Power Plant*	*12,517*	*HIMS (HICC Miscellaneous)*	*200,000*	*0*	*0*	*0*	*0.0*	*0.0*	*0.0*	*228,640.0*	*22.0*	*3.4*
Multi-Famil	Multi-Family Housin	43,000	MROW (MRO West)	662,200	<enter factor>	<enter factor>	<enter factor>	648,624.9	68.9	9.9	648,624.9	68.9	9.9
Retail-B	Proposed Retail "B"	10,100	MROW (MRO West)	142,410	<enter factor>	<enter factor>	<enter factor>	139,490.6	14.8	2.1	139,490.6	14.8	2.1
Medical-C	Proposed Medical "(	47,000	MROW (MRO West)	1,179,700	<enter factor>	<enter factor>	<enter factor>	1,155,516.2	122.7	17.7	1,155,516.2	122.7	17.7
Medical-D	Proposed Medical "I	43,200	MROW (MRO West)	1,084,320	<enter factor>	<enter factor>	<enter factor>	1,062,091.4	112.8	16.3	1,062,091.4	112.8	16.3
Retail-E	Proposed Retail "E"	10,000	MROW (MRO West)	141,000	<enter factor>	<enter factor>	<enter factor>	138,109.5	14.7	2.1	138,109.5	14.7	2.1
Multi-Famil	Multi-Family Housin	51,000	MROW (MRO West)	785,400	<enter factor>	<enter factor>	<enter factor>	769,299.3	81.7	11.8	769,299.3	81.7	11.8
Senior-G	Senior Senior Housi	56,000	MROW (MRO West)	862,400	<enter factor>	<enter factor>	<enter factor>	844,720.8	89.7	12.9	844,720.8	89.7	12.9
Senior-H	55+ Housing "H"	33,100	MROW (MRO West)	509,740	<enter factor>	<enter factor>	<enter factor>	499,290.3	53.0	7.6	499,290.3	53.0	7.6
Villas-I	Villas "I"	48,000	MROW (MRO West)	739,200	<enter factor>	<enter factor>	<enter factor>	724,046.4	76.9	11.1	724,046.4	76.9	11.1
Rowhomes	Rowhomes "J"	38,535	MROW (MRO West)	593,439	<enter factor>	<enter factor>	<enter factor>	581,273.5	61.7	8.9	581,273.5	61.7	8.9
					<enter factor>	<enter factor>	<enter factor>						
					<enter factor>	<enter factor>	<enter factor>						
					<enter factor>	<enter factor>	<enter factor>						
					<enter factor>	<enter factor>	<enter factor>						
					<enter factor>	<enter factor>	<enter factor>						
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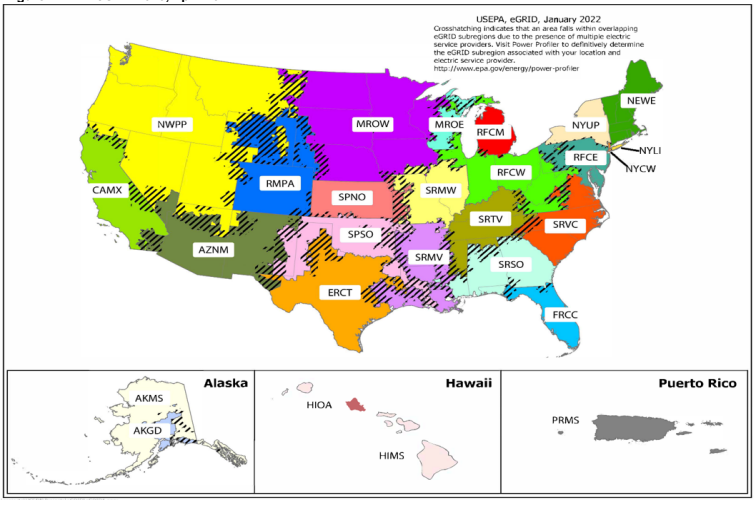
					<enter factor>	<enter factor>	<enter factor>						
					<enter factor>	<enter factor>	<enter factor>						
					<enter factor>	<enter factor>	<enter factor>						
					<enter factor>	<enter factor>	<enter factor>						
Total Emissions for All Sources				6,699,809				6,562,462.9	696.8	100.5	6,562,462.9	696.8	100.5

GHG Emissions

CO_2 Equivalent Emissions (metric tons)	
Location-Based Electricity Emissions	**2,998.2**
Market-Based Electricity Emissions	**2,998.2**

Notes:
1. CO_2, CH_4 and N_2O emissions are estimated using methodology provided in EPA's Center for Corporate Climate Leadership Greenhouse Gas Inventory Guidance - Indirect Emissions from Purchased Electricity (January 2016).

Figure 1. EPA eGRID2020, April 2022.



Hope Community Church
Greenhouse Gas Emissions Associated with Land Use Changes

			Land Use Emissions or Reductions					
Land Use Change[1]	**Description**	**Land Area (acres)**	**Net CO2 Emissions Flux (tons CO2e)[2]**	**Total Area Land Use Change (hectares)[3]**	**Emission Factor (tons CO2e/acre)**	**Emissions (tons CO2e, negative value represents sink/removal of carbon)**	**Project Lifetime Multiplier (assume 50+ years)**	**Emission Rate (ton/yr)**
Wetland Remaining Wetland (includes stormwater ponds)		4.5	15,800,000	37,658,000	0.17	0.8	1	0.8
Wetland to Settlement		0.2	300,000	46,000	2.64	0.5	1	0.5
Forest to Settlement		6.9	61,500,000	541,000	46.01	317.4	1	317
Impervious Surface Remaining Impervious Surface		5	0	0	0	0	1	0
Cropland to Wetland (Stormwater Pond)		4	5,000	440,000	0.005	0.02	1	0.02
Cropland to Settlement	Settlement includes developed areas, including residential, industrial, commercial and institutional land.	37.3	5,900,000	2,452,000	0.97	36.3	1	36
Total		**57.9**						**355**

1. Stormwater ponds are not represented in the U.S. Greenhouse Gas Emissions Sources and Sinks: 1990-2020 document. Conservatively assume the stormwater ponds have the same carbon sequestration as wetlands. Settlements

2. Inventory of U.S. Greenhouse Gas Emissions and Sinks: 1990-2020. Net Flux from Soil, Dead Organic Matter and Biomass Carbon Stock Changes.
Cropland Converted to Settlements: Table 6-125
Wetland Converted to Settlements: Table 6-125
Forest Converted to Settlements: Table 6-125
Cropland Converted to Wetland: Table 6-87 (Note that value "does not exceed <5,000 tons CO2e")
Wetlands Remaining Wetlands: Table 6-1.

3. Inventory of U.S. Greenhouse Gas Emissions and Sinks: 1990-2020. Land Use and Land-Use Change for the U.S. Managed Land Base for All 50 States, Table 6-5.

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Scope 1 Emissions from Mobile Sources

Guidance

(A) Enter annual data for each vehicle or group of vehicles (grouped by vehicle type, vehicle year, and fuel type) in ORANGE cells in **Table 1**. Example entry is shown in first row (GREEN *Italics*). Only enter vehicles owned or leased by your organization on this sheet. All other vehicle use such as employee commuting or business travel is considered a scope 3 emissions source and should be reported in the corresponding scope 3 sheets.

- Select "On-Road" or "Non-Road" from drop down box to determine the Vehicle Types available. **Must select before picking vehicle type.**
- Select "Vehicle Type" from drop down box (closest type available).
- Enter "Fuel Usage" in appropriate units (units appear when vehicle type is selected).
  - If mileage or fuel usage is unknown, estimate using approximate fuel economy values (see **Reference Table** below).
  - Vehicle year and Miles traveled are not necessary for non-road equiment.

(B) When using biofuels, typically the biofuel (biodiesel or ethanol) is mixed with a petroleum fuel (diesel or gasoline) for use in vehicles. Enter the biodiesel and ethanol percentages of the fuel if known, or leave default values.

Biodiesel Percent: 20 %
Ethanol Percent: 80 %

(C) Biomass CO_2 emissions from biodiesel and ethanol are not reported in the total emissions, but are reported separately at the bottom of the sheet.

Table 1. Mobile Source Fuel Combustion and Miles Traveled

Source ID	Source Description	On-Road or Non-Road?	Vehicle Type	Vehicle Year	Fuel Usage	Units	Miles Traveled
Fleet-012	*HQ Fleet*	*OnRoad*	*Passenger Cars - Gasoline*	*2019*	*500*	*gal*	*12,065*

Reference Table: Average Fuel Economy by Vehicle Type

Vehicle Type	Average Fuel Economy (mpg)
Passenger Cars	24.1
Motorcycles	44.0
Diesel Buses (Diesel Heavy-Duty Vehicles)	7.3
Other 2-axle, 4-Tire Vehicles	17.6
Single unit 2-Axle 6-Tire or More Trucks	7.5
Combination Trucks	6.0

GHG Emissions

Total Organization-Wide Mobile Source Fuel Usage and CO_2 Emissions (On-Road and Off-Road Vehicles)

Fuel Type	Fuel Usage	Units	CO_2 (kg)	
Motor Gasoline	0	gallons	0.0	
Diesel Fuel	0	gallons	0.0	
Residual Fuel Oil	0	gallons	0.0	
Aviation Gasoline	0	gallons	0.0	
Kerosene-Type Jet Fuel	0	gallons	0.0	
Liquefied Petroleum Gas (LPG)	0	gallons	0.0	
Ethanol	0	gallons	0.0	*Note: emissions here are only for the g*
Biodiesel	0	gallons	0.0	*Note: emissions here are only for the d*
Liquefied Natural Gas (LNG)	0	gallons	0.0	
Compressed Natural Gas (CNG)	0	scf	0.0	

Total Organization-Wide On-Road Gasoline Mobile Source Mileage and CH_4/N_2O Emissions

Vehicle Type	Vehicle Year	Mileage (miles)	CH_4 (g)	N_2O (g)
Passenger Cars - Gasoline	1984-93	0	0.0	0.0
	1994	0	0.0	0.0
	1995	0	0.0	0.0
	1996	0	0.0	0.0
	1997	0	0.0	0.0
	1998	0	0.0	0.0
	1999	0	0.0	0.0
	2000	0	0.0	0.0
	2001	0	0.0	0.0
	2002	0	0.0	0.0
	2003	0	0.0	0.0
	2004	0	0.0	0.0
	2005	0	0.0	0.0
	2006	0	0.0	0.0
	2007	0	0.0	0.0
	2008	0	0.0	0.0
	2009	0	0.0	0.0
	2010	0	0.0	0.0
	2011	0	0.0	0.0
	2012	0	0.0	0.0
	2013	0	0.0	0.0
	2014	0	0.0	0.0
	2015	0	0.0	0.0
	2016	0	0.0	0.0
	2017	0	0.0	0.0
	2018	0	0.0	0.0
	2019	0	0.0	0.0
Light-Duty Trucks - Gasoline	1987-93	0	0.0	0.0
(Vans, Pickup Trucks, SUVs)	1994	0	0.0	0.0
	1995	0	0.0	0.0
	1996	0	0.0	0.0
	1997	0	0.0	0.0
	1998	0	0.0	0.0
	1999	0	0.0	0.0
	2000	0	0.0	0.0
	2001	0	0.0	0.0
	2002	0	0.0	0.0
	2003	0	0.0	0.0
	2004	0	0.0	0.0
	2005	0	0.0	0.0
	2006	0	0.0	0.0
	2007	0	0.0	0.0
	2008	0	0.0	0.0
	2009	0	0.0	0.0
	2010	0	0.0	0.0
	2011	0	0.0	0.0
	2012	0	0.0	0.0
	2013	0	0.0	0.0
	2014	0	0.0	0.0
	2015	0	0.0	0.0
	2016	0	0.0	0.0
	2017	0	0.0	0.0
	2018	0	0.0	0.0
	2019	0	0.0	0.0
Heavy-Duty Vehicles - Gasoline	1985-86	0	0.0	0.0
	1987	0	0.0	0.0
	1988-1989	0	0.0	0.0
	1990-1995	0	0.0	0.0
	1996	0	0.0	0.0
	1997	0	0.0	0.0
	1998	0	0.0	0.0
	1999	0	0.0	0.0
	2000	0	0.0	0.0
	2001	0	0.0	0.0
	2002	0	0.0	0.0
	2003	0	0.0	0.0
	2004	0	0.0	0.0
	2005	0	0.0	0.0
	2006	0	0.0	0.0
	2007	0	0.0	0.0
	2008	0	0.0	0.0
	2009	0	0.0	0.0
	2010	0	0.0	0.0
	2011	0	0.0	0.0
	2012	0	0.0	0.0
	2013	0	0.0	0.0
	2014	0	0.0	0.0
	2015	0	0.0	0.0
	2016	0	0.0	0.0
	2017	0	0.0	0.0
	2018	0	0.0	0.0
	2019	0	0.0	0.0
Motorcycles - Gasoline	1960-1995	0	0.0	0.0
	1996-2019	0	0.0	0.0

Total Organization-Wide On-Road Non-Gasoline Mobile Source Mileage and CH_4/N_2O Emissions

Vehicle Type	Fuel Type	Vehicle Year	Mileage (miles)	CH_4 (g)	N_2O (g)
Passenger Cars - Diesel	Diesel	1960-1982	0	0	0
		1983-2006	0	0	0
		2007-2019	0	0	0
Light-Duty Trucks - Diesel	Diesel	1960-1982	0	0	0
		1983-2006	0	0	0
		2007-2019	0	0	0
Medium- and Heavy-Duty Vehicles -	Diesel	1960-2006	0	0	0
		2007-2019	0	0	0
Light-Duty Cars	Methanol		0	0.0	0.0
	Ethanol		0	0.0	0.0
	CNG		0	0.0	0.0
	LPG		0	0.0	0.0
	Biodiesel		0	0.0	0.0
Light-Duty Trucks	Ethanol		0	0.0	0.0
	CNG		0	0.0	0.0
	LPG		0	0.0	0.0
	LNG		0	0.0	0.0
	Biodiesel		0	0.0	0.0
Medium-Duty Trucks	CNG		0	0.0	0.0
	LPG		0	0.0	0.0
	LNG		0	0.0	0.0
	Biodiesel		0	0.0	0.0
Heavy-Duty Trucks	Methanol		0	0.0	0.0
	Ethanol		0	0.0	0.0
	CNG		0	0.0	0.0
	LPG		0	0.0	0.0
	LNG		0	0.0	0.0
	Biodiesel		0	0.0	0.0
Buses	Methanol		0	0.0	0.0
	Ethanol		0	0.0	0.0
	CNG		0	0.0	0.0
	LPG		0	0.0	0.0
	LNG		0	0.0	0.0
	Biodiesel		0	0.0	0.0

Total Organization-Wide Non-Road Mobile Source Fuel Usage and CH_4/N_2O Emissions

Vehicle Type	Fuel Type	Fuel Usage (gallons)	CH_4 (g)	N_2O (g)
Ships and Boats	Residual Fuel Oil	-	-	-
	Gasoline (2 stroke)	-	-	-
	Gasoline (4 stroke)	-	-	-
	Diesel	-	-	-
Locomotives	Diesel	-	-	-
Aircraft	Jet Fuel	-	-	-
	Aviation Gasoline	-	-	-
Agricultural Equipment	Gasoline (2 stroke)	-	-	-
	Gasoline (4 stroke)	-	-	-
	Diesel	-	-	-
	LPG	-	-	-
Agricultural Offroad Trucks	Gasoline	-	-	-
	Diesel	-	-	-
Construction/Mining Equipment	Gasoline (2 stroke)	-	-	-
	Gasoline (4 stroke)	-	-	-
	Diesel	-	-	-
	LPG	-	-	-
Construction/Mining Offroad Trucks	Gasoline	-	-	-
	Diesel	-	-	-
Lawn and Garden Equipment	Gasoline (2 stroke)	-	-	-
	Gasoline (4 stroke)	-	-	-
	Diesel	-	-	-
	LPG	-	-	-
Airport Equipment	Gasoline	-	-	-
	Diesel	-	-	-
	LPG	-	-	-
Industrial/Commercial Equipment	Gasoline (2 stroke)	-	-	-
	Gasoline (4 stroke)	-	-	-
	Diesel	-	-	-
	LPG	-	-	-
Logging Equipment	Gasoline (2 stroke)	-	-	-
	Gasoline (4 stroke)	-	-	-
	Diesel	-	-	-
Railroad Equipment	Gasoline	-	-	-
	Diesel	-	-	-
	LPG	-	-	-
Recreational Equipment	Gasoline (2 stroke)	-	-	-
	Gasoline (4 stroke)	-	-	-
	Diesel	-	-	-
	LPG	-	-	-

Total CO_2 Equivalent Emissions (metric tons) - Mobile Sources	**0.0**
Total Biomass CO_2 Equivalent Emissions (metric tons) - Mobile Sources	**0.0**

Notes:

1. Average mpg values from the U.S. Department of Transportation, Federal Highway Administration, Highway Statistics 2019 (December 2021), Table VM-1.

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EPA CENTER FOR CORPORATE CLIMATE LEADERSHIP
U.S. Environmental Protection Agency

Tool Sheet: Emission Factors

All emission factors sourced from EPA's Emission Factors Hub, April 2022. Unless otherwise noted. Fuel emission factors presented represent the combustion-only emissions (e.g., tank-to-wheel)
https://www.epa.gov/climateleadership/center-corporate-climate-leadership-ghg-emission-factors-hub

Stationary Combustion Emission Factors (Used for Steam and Stationary Combustion)

Fuel Type	CO_2 Factor (kg / mmBtu)	CH_4 Factor (g / mmBtu)	N_2O Factor (g / mmBtu)	CO_2 Factor (kg / Unit)	CH_4 Factor (g / unit)	N_2O Factor (g / unit)	Unit
Natural Gas	53.06	1.0	0.10	0.05444	0.00103	0.00010	scf
Distillate Fuel Oil No. 2	73.96	3.0	0.60	10.21	0.41	0.08	gallons
Residual Fuel Oil No. 6	75.10	3.0	0.60	11.27	0.45	0.09	gallons
Kerosene	75.20	3.0	0.60	10.15	0.41	0.08	gallons
Liquefied Petroleum Gases (LPG)	61.71	3.0	0.60	5.68	0.28	0.06	gallons
Anthracite Coal	103.69	11	1.6	2,602	276	40	short tons
Bituminous Coal	93.28	11	1.6	2,325	274	40	short tons
Sub-bituminous Coal	97.17	11	1.6	1,676	190	28	short tons
Lignite Coal	97.72	11	1.6	1,389	156	23	short tons
Mixed (Electric Power Sector)	95.52	11	1.6				
Coal Coke	113.67	11	1.6				
Wood and Wood Residuals	0	7.2	3.6	1,640	126	63	short tons
Landfill Gas	0	3.2	0.63	0.02525	0.001552	0.000306	scf

Mobile Combustion Emission Factors

CO_2 Emissions for Road Vehicles

Fuel Type	CO_2 Emission Factor (kg CO_2 / unit)	Unit
Motor Gasoline	8.78	gallon
Diesel Fuel	10.21	gallon
Residual Fuel Oil	11.27	gallon
Aviation Gasoline	8.31	gallon
Kerosene-Type Jet Fuel	9.75	gallon
Liquefied Petroleum Gases (LPG)	5.68	gallon
Ethanol (100%)	5.75	gallon
Biodiesel (100%)	9.45	gallon
Liquefied Natural Gas (LNG)	4.50	gallon
Compressed Natural Gas (CNG)	0.05444	scf

CH_4 and N_2O Emissions for Highway Vehicles

Vehicle Type	Year	CH_4 Factor (g / mile)	N_2O Factor (g / mile)	Notes
Gasoline Passenger Cars	1984-93	0.0704	0.0647	
	1994	0.0617	0.0603	
	1995	0.0531	0.0560	
	1996	0.0434	0.0503	
	1997	0.0337	0.0446	
	1998	0.0240	0.0389	
	1999	0.0215	0.0355	
	2000	0.0175	0.0304	
	2001	0.0105	0.0212	
	2002	0.0102	0.0207	
	2003	0.0095	0.0181	
	2004	0.0078	0.0085	
	2005	0.0075	0.0067	
	2006	0.0076	0.0075	
	2007	0.0072	0.0052	
	2008	0.0072	0.0049	
	2009	0.0071	0.0046	
	2010	0.0071	0.0046	
	2011	0.0071	0.0046	
	2012	0.0071	0.0046	
	2013	0.0071	0.0046	
	2014	0.0071	0.0046	
	2015	0.0068	0.0042	
	2016	0.0065	0.0038	
	2017	0.0054	0.0018	
	2018	0.0052	0.0016	
	2019	0.0051	0.0015	

Gasoline Light-Duty Trucks (Vans, Pickup Trucks, SUVs)	1987-93	0.0813	0.1035	
	1994	0.0646	0.0982	
	1995	0.0517	0.0908	
	1996	0.0452	0.0871	
	1997	0.0452	0.0871	
	1998	0.0412	0.0787	
	1999	0.0333	0.0618	
	2000	0.0340	0.0631	
	2001	0.0221	0.0379	
	2002	0.0242	0.0424	
	2003	0.0221	0.0373	
	2004	0.0115	0.0088	
	2005	0.0105	0.0064	
	2006	0.0108	0.0080	
	2007	0.0103	0.0061	
	2008	0.0095	0.0036	
	2009	0.0095	0.0036	
	2010	0.0095	0.0035	
	2011	0.0096	0.0034	
	2012	0.0096	0.0033	
	2013	0.0095	0.0035	
	2014	0.0095	0.0033	
	2015	0.0094	0.0031	
	2016	0.0091	0.0029	
	2017	0.0084	0.0018	
	2018	0.0081	0.0015	
	2019	0.0080	0.0013	Assume these CH_4 and N_2O factors for ethanol light-duty vehicles
Gasoline Heavy-Duty Vehicles	1985-86	0.4090	0.0515	
	1987	0.3675	0.0849	
	1988-1989	0.3492	0.0933	
	1990-1995	0.3246	0.1142	
	1996	0.1278	0.1680	
	1997	0.0924	0.1726	
	1998	0.0655	0.1750	
	1999	0.0648	0.1724	
	2000	0.0630	0.1660	
	2001	0.0577	0.1468	
	2002	0.0634	0.1673	
	2003	0.0602	0.1553	
	2004	0.0298	0.0164	
	2005	0.0297	0.0083	
	2006	0.0299	0.0241	
	2007	0.0322	0.0015	
	2008	0.0340	0.0015	
	2009	0.0339	0.0015	
	2010	0.0320	0.0015	
	2011	0.0304	0.0015	
	2012	0.0313	0.0015	
	2013	0.0313	0.0015	
	2014	0.0315	0.0015	
	2015	0.0332	0.0021	
	2016	0.0321	0.0061	
	2017	0.0329	0.0084	
	2018	0.0326	0.0082	
	2019	0.0330	0.0091	Assumed these CH_4 and N_2O factors for ethanol heavy-duty vehicles and buses
Gasoline Motorcycles	1960-1995	0.0899	0.0087	
	1996-2019	0.0672	0.0069	

Vehicle Type	Fuel Type	Vehicle Year	CH_4 Factor (g / mile)	N_2O Factor (g / mile)
Passenger Cars	Diesel	1960-1982	0.0006	0.0012
		1983-2006	0.0005	0.0010
		2007-2019	0.0302	0.0192
Light-Duty Trucks	Diesel	1960-1982	0.0011	0.0017
		1983-2006	0.0009	0.0014
		2007-2019	0.0290	0.0214
Medium- and Heavy-Duty Vehicles	Diesel	1960-2006	0.0051	0.0048
		2007-2019	0.0095	0.0431
Light-Duty Cars	Methanol		0.0080	0.0050
	Ethanol		0.0080	0.0050
	CNG		0.0810	0.0050
	LPG		0.0080	0.0050
	Biodiesel		0.0300	0.0190
Light-Duty Trucks	Ethanol		0.0120	0.0090
	CNG		0.1210	0.0090
	LPG		0.0120	0.0120
	LNG		0.1210	0.0090
	Biodiesel		0.0290	0.0210
Medium-Duty Trucks	CNG		4.2000	0.0010
	LPG		0.0140	0.0340
	LNG		4.2000	0.0010
	Biodiesel		0.0090	0.0430
Heavy-Duty Trucks	Methanol		0.0750	0.0280
	Ethanol		0.0750	0.0280
	CNG		3.7000	0.0010
	LPG		0.0130	0.0260
	LNG		3.7000	0.0010
	Biodiesel		0.0090	0.0430
Buses	Methanol		0.0160	0.0320
	Ethanol		0.0160	0.0320
	CNG		10.0000	0.0010
	LPG		0.0340	0.0170
	LNG		10.0000	0.0010
	Biodiesel		0.0090	0.0430

CH_4 and N_2O Emissions for Non-Road Vehicles

Vehicle Type (superscript from EF Hub removed)	Fuel Type	CH_4 Factor (g / gallon)	N_2O Factor (g / gallon)
Ships and Boats	Residual Fuel Oil	1.11	0.32
	Gasoline (2 stroke)	4.58	0.08
	Gasoline (4 stroke)	2.24	0.01
	Diesel	6.41	0.17
Locomotives	Diesel	0.80	0.26
Aircraft	Jet Fuel	0	0.30
	Aviation Gasoline	7.06	0.11
Agricultural Equipment	Gasoline (2 stroke)	9.19	0.26
	Gasoline (4 stroke)	3.33	1.83
	Diesel	0.97	0.90
	LPG	0.42	0.60
Agricultural Offroad Trucks	Gasoline	3.33	1.84
	Diesel	0.99	0.92
Construction/Mining Equipment	Gasoline (2 stroke)	12.11	0.34
	Gasoline (4 stroke)	3.03	1.67
	Diesel	0.94	0.87
	LPG	0.44	0.63
Construction/Mining Offroad Trucks	Gasoline	3.03	1.67
	Diesel	0.99	0.92
Lawn and Garden Equipment	Gasoline (2 stroke)	10.21	0.28
	Gasoline (4 stroke)	2.85	1.56
	Diesel	0.93	0.86
	LPG	0.45	0.64
Airport Equipment	Gasoline	3.88	2.13
	Diesel	0.99	0.91
	LPG	0.45	0.64
Industrial/Commercial Equipment	Gasoline (2 stroke)	9.21	0.26
	Gasoline (4 stroke)	3.04	1.67
	Diesel	0.93	0.87
	LPG	0.45	0.64
Logging Equipment	Gasoline (2 stroke)	12.48	0.35
	Gasoline (4 stroke)	2.85	1.57
	Diesel	0.99	0.92
Railroad Equipment	Gasoline	2.87	1.59
	Diesel	0.83	0.78
	LPG	0.43	0.63
Recreational Equipment	Gasoline (2 stroke)	4.27	0.20
	Gasoline (4 stroke)	4.30	2.22
	Diesel	0.80	0.75
	LPG	0.41	0.58

Refrigerants and Global Warming Potentials (GWPs)

Gas	GWP
CO_2	1
CH_4	25
N_2O	298
HFC-23	14,800
HFC-32	675
HFC-41	92
HFC-125	3,500
HFC-134	1,100
HFC-134a	1,430
HFC-143	353
HFC-143a	4,470
HFC-152	53
HFC-152a	124
HFC-161	12
HFC-227ea	3,220
HFC-236cb	1,340
HFC-236ea	1,370
HFC-236fa	9,810
HFC-245ca	693
HFC-245fa	1,030
HFC-365mfc	794
HFC-43-10mee	1,640
SF_6	22,800
NF_3	17,200
CF_4	7,390
C_2F_6	12,200
C_3F_8	8,830
c-C_4F_8	10,300
C_4F_{10}	8,860
C_5F_{12}	9,160
C_6F_{14}	9,300
$C_{10}F_{18}$	>7,500

	Blended Refrigerants (ASHRAE #)	
ASHRAE #	Blend GWP HFC/PFC	Blend Make-up
R-401A	16	53% HCFC-22 , 34% HCFC-124 , 13% HFC-152a
R-401B	14	61% HCFC-22 , 28% HCFC-124 , 11% HFC-152a
R-401C	19	33% HCFC-22 , 52% HCFC-124 , 15% HFC-152a
R-402A	2,100	38% HCFC-22 , 6% HFC-125 , 2% propane
R-402B	1,330	6% HCFC-22 , 38% HFC-125 , 2% propane
R-403B	3,444	56% HCFC-22 , 39% PFC-218 , 5% propane
R-404A	3,922	44% HFC-125 , 4% HFC-134a , 52% HFC 143a
R-406A	0	55% HCFC-22 , 41% HCFC-142b , 4% isobutane
R-407A	2,107	20% HFC-32 , 40% HFC-125 , 40% HFC-134a
R-407B	2,804	10% HFC-32 , 70% HFC-125 , 20% HFC-134a
R-407C	1,774	23% HFC-32 , 25% HFC-125 , 52% HFC-134a
R-407D	1,627	15% HFC-32 , 15% HFC-125 , 70% HFC-134a
R-407E	1,552	25% HFC-32 , 15% HFC-125 , 60% HFC-134a
R-408A	2,301	47% HCFC-22 , 7% HFC-125 , 46% HFC 143a
R-409A	0	60% HCFC-22 , 25% HCFC-124 , 15% HCFC-142b
R-410A	2,088	50% HFC-32 , 50% HFC-125
R-410B	2,229	45% HFC-32 , 55% HFC-125
R-411A	14	87.5% HCFC-22 , 11 HFC-152a , 1.5% propylene
R-411B	4	94% HCFC-22 , 3% HFC-152a , 3% propylene
R-413A	2,053	88% HFC-134a , 9% PFC-218 , 3% isobutane
R-414A	0	51% HCFC-22 , 28.5% HCFC-124 , 16.5% HCFC-142b
R-414B	0	5% HCFC-22 , 39% HCFC-124 , 9.5% HCFC-142b
R-417A	2,346	46.6% HFC-125 , 5% HFC-134a , 3.4% butane
R-422A	3,143	85.1% HFC-125 , 11.5% HFC-134a , 3.4% isobutane
R-422D	2,729	65.1% HFC-125 , 31.5% HFC-134a , 3.4% isobutane
R-423A	2,280	47.5% HFC-227ea , 52.5% HFC-134a ,
R-424A	2,440	50.5% HFC-125, 47% HFC-134a, 2.5% butane/pentane
R-426A	1,508	5.1% HFC-125, 93% HFC-134a, 1.9% butane/pentane
R-428A	3,607	77.5% HFC-125 , 2% HFC-143a , 1.9% isobutane
R-434A	3,245	63.2% HFC-125, 16% HFC-134a, 18% HFC-143a, 2.8% isobutane
R-500	32	73.8% CFC-12 , 26.2% HFC-152a , 48.8% HCFC-22
R-502	0	48.8% HCFC-22 , 51.2% CFC-115
R-504	325	48.2% HFC-32 , 51.8% CFC-115
R-507	3,985	5% HFC-125 , 5% HFC143a
R-508A	13,214	39% HFC-23 , 61% PFC-116
R-508B	13,396	46% HFC-23 , 54% PFC-116

Molecular Weights

Element	Atomic Weight
Carbon	12.011

Electricity Emission Factors (System Average)

CO_2, CH_4 and N_2O Total Output Emission Factors by Subregion eGRID2020, February 2022.

Subregion	CO_2 Factor (lb CO_2/MWh)	CH_4 Factor (lb CH_4/MWh)	N_2O Factor (lb N_2O/MWh)
AKGD (ASCC Alaska Grid)	1,097.6	0.100	0.014
AKMS (ASCC Miscellaneous)	534.1	0.027	0.005
AZNM (WECC Southwest)	846.6	0.054	0.007
CAMX (WECC California)	513.5	0.032	0.004
ERCT (ERCOT All)	818.6	0.052	0.007
FRCC (FRCC All)	835.1	0.049	0.006
HIMS (HICC Miscellaneous)	1,143.2	0.110	0.017
HIOA (HICC Oahu)	1,653.0	0.178	0.027
MROE (MRO East)	1,526.4	0.139	0.020
MROW (MRO West)	979.5	0.104	0.015
NEWE (NPCC New England)	528.2	0.074	0.010
NWPP (WECC Northwest)	600.0	0.056	0.008
NYCW (NPCC NYC/Westchester)	634.6	0.022	0.003
NYLI (NPCC Long Island)	1,203.9	0.138	0.018
NYUP (NPCC Upstate NY)	233.5	0.016	0.002
PRMS (Puerto Rico Miscellaneous)	1,602.2	0.085	0.014
RFCE (RFC East)	652.5	0.045	0.006
RFCM (RFC Michigan)	1,153.1	0.101	0.014
RFCW (RFC West)	985.0	0.086	0.012
RMPA (WECC Rockies)	1,144.8	0.101	0.014
SPNO (SPP North)	954.0	0.100	0.014
SPSO (SPP South)	931.8	0.060	0.009
SRMV (SERC Mississippi Valley)	740.4	0.032	0.004
SRMW (SERC Midwest)	1,480.7	0.156	0.023
SRSO (SERC South)	860.2	0.060	0.009
SRTV (SERC Tennessee Valley)	834.2	0.075	0.011
SRVC (SERC Virginia/Carolina)	623.1	0.050	0.007

Business Travel and Employee Commuting Emission Factors

Vehicle Type (superscript from EF Hub removed)	CO_2 Factor (kg / unit)	CH_4 Factor (g / unit)	N_2O Factor (g / unit)	Units
Passenger Car	0.332	0.007	0.007	vehicle-mile
Light-Duty Truck	0.454	0.012	0.009	vehicle-mile
Motorcycle	0.183	0.070	0.007	vehicle-mile
Intercity Rail - Northeast Corridor	0.058	0.0055	0.0007	passenger-mile
Intercity Rail - Other Routes	0.150	0.0117	0.0038	passenger-mile
Intercity Rail - National Average	0.113	0.0092	0.0026	passenger-mile
Commuter Rail	0.139	0.0112	0.0028	passenger-mile
Transit Rail (i.e. Subway, Tram)	0.099	0.0084	0.0012	passenger-mile
Bus	0.056	0.0210	0.0009	passenger-mile
Short Haul (< 300 miles)	0.207	0.0064	0.0066	passenger-mile
Medium Haul (>= 300 miles, < 2300 miles)	0.129	0.0006	0.0041	passenger-mile
Long Haul (>= 2300 miles)	0.163	0.0006	0.0052	passenger-mile

Product Transport Emission Factors

Vehicle Type (superscript from EF Hub removed)	CO_2 Factor (kg / unit)	CH_4 Factor (g / unit)	N_2O Factor (g / unit)	Units
Medium- and Heavy-Duty Truck	1.450	0.013	0.034	vehicle-mile
Passenger Car	0.332	0.007	0.007	vehicle-mile
Light-Duty Truck	0.454	0.012	0.009	vehicle-mile
Medium- and Heavy-Duty Truck	0.211	0.0020	0.0049	ton-mile
Rail	0.022	0.0017	0.0006	ton-mile
Waterborne Craft	0.041	0.0183	0.0008	ton-mile
Aircraft	1.165	0.0000	0.0359	ton-mile

Fire Suppresant Leak Rates

Type of Equipment	Leak Rate
Fixed	3.5%
Portable	2.5%

Source:
EPA (2021) Inventory of U.S. Greenhouse Gas Emissions and Sinks: 1990-2019. Page A-275.

Waste Emission Factors

WARM Material	Material for SGEC Lookup (red text indicates different name from WARM)	Metric Tons CO_2e / Short Ton Material					
		Recycled	Landfilled	Combusted	Composted	Anaerobically Digested (Dry Digestate with Curing)	Anaerobically Digested (Wet Digestate with Curing)
Aluminum Cans	Aluminum Cans	0.06	0.02	0.01	NA	NA	NA
Aluminum Ingot	Aluminum Ingot	0.04	0.02	0.01	NA	NA	NA
Steel Cans	Steel Cans	0.32	0.02	0.01	NA	NA	NA
Copper Wire	Copper Wire	0.18	0.02	0.01	NA	NA	NA
Glass	Glass	0.05	0.02	0.01	NA	NA	NA
HDPE	HDPE	0.21	0.02	2.80	NA	NA	NA
LDPE	LDPE	NA	0.02	2.80	NA	NA	NA
PET	PET	0.23	0.02	2.05	NA	NA	NA
LLDPE	LLDPE	NA	0.02	2.80	NA	NA	NA
PP	PP	NA	0.02	2.80	NA	NA	NA
PS	PS	NA	0.02	3.02	NA	NA	NA
PVC	PVC	NA	0.02	1.26	NA	NA	NA
PLA	PLA	NA	0.02	0.01	0.17	NA	NA
Corrugated Containers	Corrugated Containers	0.11	0.90	0.05	NA	NA	NA
Magazines/Third-class mail	Magazines and Third class mail	0.02	0.42	0.05	NA	NA	NA
Newspaper	Newspaper	0.02	0.35	0.05	NA	NA	NA
Office Paper	Office Paper	0.02	1.25	0.05	NA	NA	NA
Phonebooks	Phonebooks	0.04	0.35	0.05	NA	NA	NA
Textbooks	Textbooks	0.04	1.25	0.05	NA	NA	NA
Dimensional Lumber	Dimensional Lumber	0.09	0.17	0.05	NA	NA	NA
Medium-density Fiberboard	Medium density Fiberboard	0.15	0.07	0.05	NA	NA	NA
Food Waste (non-meat)	Food Waste non meat	NA	0.58	0.05	0.15	0.14	0.11
Food Waste (meat only)	Food Waste meat only	NA	0.58	0.05	NA	0.14	0.11
Beef	Beef	NA	0.58	0.05	0.15	0.14	0.11
Poultry	Poultry	NA	0.58	0.05	0.15	0.14	0.11
Grains	Grains	NA	0.58	0.05	0.15	0.14	0.11
Bread	Bread	NA	0.58	0.05	0.15	0.14	0.11
Fruits and Vegetables	Fruits and Vegetables	NA	0.58	0.05	0.15	0.14	0.11
Dairy Products	Dairy Products	NA	0.58	0.05	0.15	0.14	0.11
Yard Trimmings	Yard Trimmings	NA	0.33	0.05	0.19	0.11	NA
Grass	Grass	NA	0.26	0.05	0.19	0.09	NA
Leaves	Leaves	NA	0.26	0.05	0.19	0.13	NA
Branches	Branches	NA	0.53	0.05	0.19	0.16	NA
Mixed Paper (general)	Mixed Paper general	0.07	0.80	0.05	NA	NA	NA
Mixed Paper (primarily residential)	Mixed Paper primarily residential	0.07	0.77	0.05	NA	NA	NA
Mixed Paper (primarily from offices)	Mixed Paper primarily from offices	0.03	0.75	0.05	NA	NA	NA
Mixed Metals	Mixed Metals	0.23	0.02	0.01	NA	NA	NA
Mixed Plastics	Mixed Plastics	0.22	0.02	2.34	NA	NA	NA
Mixed Recyclables	Mixed Recyclables	0.09	0.68	0.11	NA	NA	NA
Food Waste	Food Waste	NA	0.58	0.05	0.15	NA	NA
Mixed Organics	Mixed Organics	NA	0.48	0.05	0.17	NA	NA
Mixed MSW	Mixed MSW municipal solid waste	NA	0.52	0.43	NA	NA	NA
Carpet	Carpet	NA	0.02	1.68	NA	NA	NA
Desktop CPUs	Desktop CPUs	NA	0.02	0.40	NA	NA	NA
Portable Electronic Devices	Portable Electronic Devices	NA	0.02	0.89	NA	NA	NA
Flat-panel Displays	Flat panel Displays	NA	0.02	0.74	NA	NA	NA
CRT Displays	CRT Displays	NA	0.02	0.64	NA	NA	NA
Electronic Peripherals	Electronic Peripherals	NA	0.02	2.23	NA	NA	NA
Hard-copy Devices	Hard copy Devices	NA	0.02	1.92	NA	NA	NA
Mixed Electronics	Mixed Electronics	NA	0.02	0.87	NA	NA	NA
Clay Bricks	Clay Bricks	NA	0.02	NA	NA	NA	NA
Concrete	Concrete	0.01	0.02	NA	NA	NA	NA
Fly Ash	Fly Ash	0.01	0.02	NA	NA	NA	NA
Tires	Tires	0.10	0.02	2.21	NA	NA	NA
Asphalt Concrete	Asphalt Concrete	-	0.02	NA	NA	NA	NA
Asphalt Shingles	Asphalt Shingles	0.03	0.02	0.70	NA	NA	NA
Drywall	Drywall	NA	0.02	NA	NA	NA	NA
Fiberglass Insulation	Fiberglass Insulation	0.05	0.02	NA	NA	NA	NA
Vinyl Flooring	Vinyl Flooring	NA	0.02	0.29	NA	NA	NA
Wood Flooring	Wood Flooring	NA	0.18	0.08	NA	NA	NA

Notes: These factors do not include any avoided emissions impact from any of the disposal methods. All the factors presented here include transportation emissions, which are optional in the Scope 3 Calculation Guidance, with an assumed average distance traveled to the processing facility. AR4 GWPs are used to convert all waste emission factors into CO_2e.

Recycling emissions include transport to recycling facility and sorting of recycled materials at material recovery facility.
Landfilling emissions include transport to landfill, equipment use at landfill and fugitive landfill CH4 emissions. Landfill CH4 is based on typical landfill gas collection practices and average landfill moisture conditions.
Combustion emissions include transport to combustion facility and combustion-related non-biogenic CO2 and N2O
Composting emissions include transport to composting facility, equipment use at composting facility and CH4 and N2O emissions during composting.

Scope 3 Emissions from Waste - HELP SHEET

DEFINITION

Scope 3 emissions from waste include the disposal and treatment of waste generated in the reporting company's operations in the reporting year in facilities not owned or controlled by the reporting company. These emission factors align with the requirements of the GHG Protocol Scope 3 Standard. The emission factors do not include any avoided emissions impact from any of the disposal methods. All the factors presented include transportation emissions, which are optional in the Scope 3 Calculation Guidance, with an assumed average distance traveled to the processing facility. AR4 GWPs are used to convert all waste emission factors into CO_2e.

COLLECT

Collect information on the amount of weight disposed at your facilities, by the type of waste (plastics, paper, etc.) and disposal method (recycling, incineration, etc.). Refer to the Emission Factors tab for a complete list of materials and available disposal methods.

Data Collection Checklist

- Weight of waste disposed by material type and disposal method

QUANTIFY

Enter the data into the appropriate orange colored boxes (Tables 1) of the Calculator section titled "Waste." Once the data are entered into the Calculator, the CO_2 equivalent emissions are calculated and summarized in the green colored box.

Hope Community Church
Development Infrastructure
Feasibility Study

May 2023

Prepared for:

City of Corcoran, MN
8200 County Road 116
Corcoran, MN 55340

Prepared by:

Stantec Consulting Services Inc.
One Carlson Parkway
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Project Number: 193806190_112

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1.0 Introduction

Hope Community Church Development representatives have been planning for developing this parcel for over 20 years and has submitted a concept to develop a multi-purpose campus that maintains the church operations and expands the site to include housing for seniors along with more diverse uses such as commercial and medical.

The concept shows that full development provides 738 varied housing units and up to 110,300 square feet of commercial, retail, and medical office space.

This study reviews the City infrastructure components involved in development that consists of transportation, sewer, water and stormwater. Although the City is the lead for the local government process, there are multiple agencies involved with reviewing and issuing permits or approvals for the development including Hennepin County (CR 116 and CR30 access and septic abandonment), Minnesota Pollution Control (MPCA—Construction Stormwater and sewer system), Minnesota Department of Health (MDH--watermain), Elm Creek Water Management Commission (stormwater), and Metropolitan Council Environmental Services (MCES—trunk sewer compliance).

This site has a significant ongoing infrastructure component for water supply, in that the project is scheduled to use the City's Water Treatment Plant and Tower unless a temporary contract amendment with Corcoran and Maple Grove is executed.

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2.0 Transportation

2.1 Background

This study examined weekday A.M. and P.M. peak hour traffic impacts of the proposed development at the following intersections:

- CSAH 30/CR 116
- CR 116/Oswald Farm Road
- CSAH 30/access (future)

2.2 Proposed Development Characteristics

For purpose of the traffic impact analysis, the proposed development is assumed to consist of the following uses:

- Rowhomes – 54 dwelling units
- Villas – 20 dwelling units
- Senior housing – 324 dwelling units
- Apartments – 340 dwelling units
- Medical office – 72,160 square feet
- General office – 18,040 square feet
- Coffee shop – 4,000 square feet
- Fast casual restaurant – 4,000 square feet
- Retail – 12,100 square feet

Access will be provided on the north by reconfiguring the connection of Oswald Farm Road and Hunters Ridge and on the south via a new connection to CSAH 30.

2.3 Existing Conditions

The proposed project site is currently partially utilized by Hope Community Church, which will remain at its current location. The site is bounded by CSAH 30 on the south, agricultural land on the west, existing residential uses on the north, and CR 116 on the east.

Near the site location, CSAH 30 and CR 116 are two lane undivided roadways with turn lanes and traffic signal control at major intersections. Oswald Farm Road is a local two-lane roadway.

Existing conditions near the proposed project location are described below.

CSAH 30/CR 116 - This four-way intersection is controlled with a traffic signal. The eastbound, northbound, and southbound approaches provide one left turn lane, one through lane, and one right turn lane. The westbound approach provides one left turn lane and one through/right turn lane with a channelized right turn island.

CR 116/Oswald Farm - This four-way intersection is controlled on two legs with stop signs on the eastbound and westbound approaches. The northbound and southbound approaches provide one left turn/through lane and one through/right turn lane. The eastbound and westbound approaches provide one left turn/through/right turn lane, with turn lanes under design as part of the Bellwether development.

Weekday traffic volume data was recorded at the existing intersections in February, 2023. Existing traffic volume data is presented later in this report.

2.4 Traffic Forecasts

To adequately address the impacts of the proposed project, forecasts and analyses were completed for the years 2028 and 2040. Specifically, weekday a.m. and p.m. peak hour traffic forecasts were completed for the following scenarios:

- *2023 Existing*. Existing volumes were determined through traffic counts at the subject intersections. The existing volume information includes trips generated by the uses near the project site.
- *2028 No-Build*. Existing volumes at the subject intersections were increased by 1.6 percent per year to determine 2028 No-Build volumes. The 1.6 percent per year growth rate was calculated based on historic traffic volume growth in the project area and traffic forecast information presented in the Corcoran Comprehensive Plan.
- *2028 Build*. Trips generated by the proposed development were added to the 2028 No-Build volumes to determine 2028 Build volumes.
- *2040 No-Build*. Existing volumes at the subject intersections were increased by 1.6 percent per year to determine 2040 No-Build volumes. The 1.6 percent per year growth rate was calculated based on historic traffic volume growth in the project area and traffic forecast information presented in the Corcoran Comprehensive Plan.
- *2040 Build*. Trips generated by the proposed development were added to the 2040 No-Build volumes to determine 2040 Build volumes.

The expected new development trips were calculated based on data presented in Trip Generation, Eleventh Edition, published by the Institute of Transportation Engineers. These calculations represent total trips that will be generated by the proposed development. The gross trip generation totals were reduced by 10 percent to account for internal trips. The resultant trip generation estimates are shown in Table 1.

Table 1: Weekday Trip Generation for Proposed Project

Land Use (ITE Code)	Size	Weekday AM Peak Hour			Weekday PM Peak Hour			Weekday Daily
		In	**Out**	**Total**	**In**	**Out**	**Total**	**Total**
Rowhomes (215)	54 DU	6	20	26	18	13	31	389
Villas (210)	20 DU	4	10	14	12	7	19	189
Senior Housing (252)	324 DU	22	43	65	46	35	81	1050
Apartments (221)	340 DU	29	97	126	81	52	133	1543

Medical Office (720)	72,160 SF	177	47	224	85	199	284	2598
General Office (710)	18,040 SF	25	2	27	4	22	26	196
Coffee Shop (937)	4,000 SF	176	168	344	78	78	156	2134
Fast Casual Restaurant (930)	4,000 SF	2	4	6	28	22	50	388
Retail (822)	12,100 SF	17	11	28	40	40	80	659
Totals		**458**	**402**	**860**	**392**	**468**	**860**	**9146**
10% reduction for internal trips		(46)	(40)	(86)	(39)	(47)	(86)	(915)
Net Totals		**412**	**362**	**774**	**353**	**421**	**774**	**8231**

Notes: SF=square feet and DU=dwelling units

The coffee shop, restaurant, and retail trips can be categorized in the following trip types:

- *New Trips.* Trips solely to and from the proposed development.
- *Pass-By Trips.* Trips that are attracted from the traffic volume on roadways immediately adjacent to the site.

Based on information published in the *Trip Generation Handbook*, 3rd Edition, by the Institute of Transportation Engineers, the percentage of each trip type is as follows:

- 60% new, 40% pass by

Trip distribution percentages for the subject development trips were established based on the nearby roadway network, existing and expected future traffic patterns, and location of the subject development in relation to major attractions and population concentrations.

The distribution percentages for trips generated by the proposed development are described below:

- 15 percent to/from the north on CR 116
- 70 percent to/from the east on CSAH 30
- 5 percent to/from the west on CSAH 30
- 10 percent to/from the south on CR 116

Development trips from Table 1 were assigned to the surrounding roadway network using the preceding trip distribution percentages. Traffic volumes were established for all the forecasting scenarios described earlier during the weekday a.m. and p.m. peak hours. The resultant peak hour volumes are shown in Tables 2 and 3.

Table 2: Weekday A.M. Peak Hour Traffic Volumes

CR 116/ Hunters/ Oswald	**EBL**	**EBT**	**EBR**	**WBL**	**WBT**	**WBR**	**NBL**	**NBT**	**NBR**	**SBL**	**SBT**	**SBR**
2023 Existing	8	0	14	1	0	0	13	80	0	1	389	13
2028 No-Build	9	0	15	1	0	0	14	87	0	1	421	14
2028 Build	60	0	180	1	0	0	170	80	0	1	400	87
2040 No-Build	10	0	18	1	0	0	17	105	0	1	509	17
2040 Build	61	0	183	1	0	0	173	98	0	1	488	90
CSAH 30/CR 116	**EBL**	**EBT**	**EBR**	**WBL**	**WBT**	**WBR**	**NBL**	**NBT**	**NBR**	**SBL**	**SBT**	**SBR**

2023 Existing	6	499	37	88	120	27	7	60	58	87	302	9
2028 No-Build	6	540	40	95	130	29	8	65	63	94	327	10
2028 Build	6	618	47	95	231	160	23	83	63	220	345	10
2040 No-Build	8	654	48	115	157	35	9	79	76	114	396	12
2040 Build	8	732	59	115	266	166	25	97	76	240	414	12
CSAH 30/access	**EBL**	**EBT**	**EBR**	**WBL**	**WBT**	**WBR**	**NBL**	**NBT**	**NBR**	**SBL**	**SBT**	**SBR**
2023 Existing	-	542	-	-	136	-	-	-	-	-	-	-
2028 No-Build	-	587	-	-	147	-	-	-	-	-	-	-
2028 Build	48	555	-	-	137	135	-	-	-	121	-	25
2040 No-Build	-	710	-	-	178	-	-	-	-	-	-	-
2040 Build	48	678	-	-	168	135	-	-	-	121	-	25

Table 3: Weekday P.M. Peak Hour Traffic Volumes

CR 116/ Hunters/ Oswald	**EBL**	**EBT**	**EBR**	**WBL**	**WBT**	**WBR**	**NBL**	**NBT**	**NBR**	**SBL**	**SBT**	**SBR**
2023 Existing	13	0	15	3	0	0	17	365	2	0	135	10
2028 No-Build	14	0	16	3	0	0	18	395	2	0	146	11
2028 Build	85	0	190	3	0	0	175	379	2	0	141	60
2040 No-Build	17	0	20	4	0	0	22	478	3	0	177	13
2040 Build	88	0	194	4	0	0	179	462	3	0	172	62
CSAH 30/CR 116	**EBL**	**EBT**	**EBR**	**WBL**	**WBT**	**WBR**	**NBL**	**NBT**	**NBR**	**SBL**	**SBT**	**SBR**
2023 Existing	11	283	13	56	488	78	34	295	131	51	83	17
2028 No-Build	12	306	14	61	528	84	37	319	142	55	90	18
2028 Build	12	417	28	61	584	215	45	338	142	203	111	18
2040 No-Build	14	371	17	73	639	102	45	386	172	67	109	22
2040 Build	14	482	33	73	718	233	56	405	172	215	130	22
CSAH 30/access	**EBL**	**EBT**	**EBR**	**WBL**	**WBT**	**WBR**	**NBL**	**NBT**	**NBR**	**SBL**	**SBT**	**SBR**
2023 Existing	-	307	-	-	539	-	-	-	-	-	-	-
2028 No-Build	-	332	-	-	584	-	-	-	-	-	-	-
2028 Build	27	321	-	-	563	111	-	-	-	138	-	39
2040 No-Build	-	402	-	-	706	-	-	-	-	-	-	-
2040 Build	2	391	-	-	685	111	-	-	-	138	-	39

2.5 Traffic Analysis

Traffic analyses were completed for the subject intersections for all scenarios described earlier during the weekday a.m. and p.m. peak hours using Synchro software. Initial analysis was completed using existing geometrics and intersection control.

The existing northbound and southbound by-pass lanes on CR 116 at Hunters Ridge/Oswald will be replaced with left and right turn lanes with the 2023 turn lane improvements. The modified geometrics were used for all future analysis scenarios.

Capacity analysis results are presented in terms of level of service (LOS), which is defined in terms of traffic delay at the intersection. LOS ranges from A to F. LOS A represents the best intersection operation, with little delay for each vehicle using the intersection. LOS F represents the worst intersection

operation with excessive delay. The following is a detailed description of the conditions described by each LOS designation:

- Level of service A corresponds to a free flow condition with motorists virtually unaffected by the intersection control mechanism. For a signalized or an unsignalized intersection, the average delay per vehicle would be approximately 10 seconds or less.

- Level of service B represents stable flow with a high degree of freedom, but with some influence from the intersection control device and the traffic volumes. For a signalized intersection, the average delay ranges from 10 to 20 seconds. An unsignalized intersection would have delays ranging from 10 to 15 seconds for this level.

- Level of service C depicts a restricted flow which remains stable, but with significant influence from the intersection control device and the traffic volumes. The general level of comfort and convenience changes noticeably at this level. The delay ranges from 20 to 35 seconds for a signalized intersection and from 15 to 25 seconds for an unsignalized intersection at this level.

- Level of service D corresponds to high-density flow in which speed and freedom are significantly restricted. Though traffic flow remains stable, reductions in comfort and convenience are experienced. The control delay for this level is 35 to 55 seconds for a signalized intersection and 25 to 35 seconds for an unsignalized intersection.

- Level of service E represents unstable flow of traffic at or near the capacity of the intersection with poor levels of comfort and convenience. The delay ranges from 55 to 80 seconds for a signalized intersection and from 35 to 50 seconds for an unsignalized intersection at this level.

- Level of service F represents forced flow in which the volume of traffic approaching the intersection exceeds the volume that can be served. Characteristics often experienced include long queues, stop-and-go waves, poor travel times, low comfort and convenience, and increased accident exposure. Delays over 80 seconds for a signalized intersection and over 50 seconds for an unsignalized intersection correspond to this level of service.

The LOS results for the study intersections are presented in Tables 4 and 5.

Table 4: Weekday A.M. Peak Hour Level of Service Results

CR 116/Hunters /Oswald	**EBL**	**EBT**	**EBR**	**WBL**	**WBT**	**WBR**	**NBL**	**NBT**	**NBR**	**SBL**	**SBT**	**SBR**	**Intersection**
2023 Existing	B	B	B	B	B	B	A	A	A	A	A	A	A
2028 No-Build	B	B	B	B	B	B	A	A	A	A	A	A	A
2028 Build	D	D	D	C	C	C	A	A	A	A	A	A	A
2040 No-Build	B	B	B	B	B	B	A	A	A	A	A	A	A
2040 Build	E	E	E	D	D	D	A	A	A	A	A	A	B
CSAH 30/ CR 116	**EBL**	**EBT**	**EBR**	**WBL**	**WBT**	**WBR**	**NBL**	**NBT**	**NBR**	**SBL**	**SBT**	**SBR**	**Intersection**
2023 Existing	B	B	B	B	A	A	B	B	C	B	C	B	B
2028 No-Build	B	B	B	B	B	A	C	C	C	B	C	B	B
2028 Build	B	C	B	B	B	A	C	C	C	C	C	C	C
2040 No-Build	B	C	B	B	B	A	C	C	C	C	C	C	C
2040 Build	B	C	B	C	B	A	C	D	D	C	D	C	C

CSAH 30/ access	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR	Intersection
2023 Existing	-	A	-	-	A	-	-	-	-	-	-	-	A
2028 No-Build	-	A	-	-	A	-	-	-	-	-	-	-	A
2028 Build	A	A	-	-	A	A	-	-	-	C	-	A	A
2040 No-Build	-	A	-	-	A	-	-	-	-	-	-	-	A
2040 Build	A	A	-	-	A	-	-	-	-	D	-	A	A

Table 5: Weekday P.M. Peak Hour Level of Service Results

CR 116/Hunters /Oswald	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR	Intersection
2023 Existing	B	B	B	B	B	B	A	A	A	A	A	A	A
2028 No-Build	B	B	B	B	B	B	A	A	A	A	A	A	A
2028 Build	C	C	C	D	D	D	A	A	A	A	A	A	A
2040 No-Build	B	B	B	C	C	C	A	A	A	A	A	A	A
2040 Build	E	E	E	D	D	D	A	A	A	A	A	A	B
CSAH 30/ CR 116	**EBL**	**EBT**	**EBR**	**WBL**	**WBT**	**WBR**	**NBL**	**NBT**	**NBR**	**SBL**	**SBT**	**SBR**	**Intersection**
2023 Existing	B	B	B	B	B	A	B	C	B	B	B	B	B
2028 No-Build	B	B	B	B	B	A	B	C	B	B	B	B	B
2028 Build	B	C	B	B	C	A	C	C	C	C	B	B	C
2040 No-Build	B	B	B	B	C	A	B	C	C	C	C	C	C
2040 Build	C	C	B	B	D	A	C	E	D	D	C	C	D
CSAH 30/ access	**EBL**	**EBT**	**EBR**	**WBL**	**WBT**	**WBR**	**NBL**	**NBT**	**NBR**	**SBL**	**SBT**	**SBR**	**Intersection**
2023 Existing	-	A	-	-	A	-	-	-	-	-	-	-	A
2028 No-Build	-	A	-	-	A	-	-	-	-	-	-	-	A
2028 Build	A	A	-	-	A	A	-	-	-	E	-	A	A
2040 No-Build	-	A	-	-	A	-	-	-	-	-	-	-	A
2040 Build	A	A	-	-	A	-	-	-	-	F	-	A	A

Under existing, 2028 No-Build, 2028 Build, and 2040 No-Build conditions, all movements and intersections operate at LOS E or better during the a.m. and p.m. peak hours.

Under 2040 Build conditions, the southbound left turn at the CSAH 30/access intersection operates at LOS F during the p.m. peak hour. The overall intersection operates at LOS A during both the a.m. and p.m. peak hours. All other movements and intersections operate at LOS E or better during the a.m. and p.m. peak hours.

Vehicle queues for exiting movements at the site access points under 2040 Build conditions were reviewed to determine the recommended turn lane lengths. The 95th percentile maximum queue for eastbound movements at the CR 116/Oswald intersection was 81 feet during the a.m. peak hour and 73 feet during the p.m. peak hour. At the CSAH 30/access intersection, the 95th percentile maximum queue for southbound movements was 80 feet during the a.m. peak hour and 107 feet during the p.m. peak hour.

Under existing conditions at the CSAH 30/CR 116 intersection, the westbound right turn movement is accommodated with a channelized island but no dedicated right turn lane. As traffic volumes increase due to background growth and development traffic, the lack of a dedicated right turn lane impacts overall

intersection operations. In order to adequately accommodate traffic volumes, a dedicated westbound right turn lane is recommended at this intersection.

2.6 Findings

The following mitigation measures are recommended at each intersection:

- CSAH 30/CR 116
  - Construct dedicated westbound right lane 300 feet in length.

- CR 116/Hunters Ridge/Oswald Farm
  - Previously programmed northbound and southbound left and right turn lane improvements will provide access at intersection.
  - Widen eastbound Oswald Farm and widen westbound Hunters Ridge to provide a 200 foot left turn lane and through / right lane.

- New CSAH 30 access
  - Construct a 300-foot eastbound left turn and westbound right turn lanes on CSAH 30. Construct southbound approach with 200-foot left turn and right turn lanes.

County will review their system as part of the EAW process and ensure the County system is adequate to handle increased volumes and patterns.

3.0 Sewer and Water

The development is located near the west boundary of the 2040 MUSA, and trunk utilities will need to be extended to and through the site.

3.1 Sewer

The development can be serviced by extending the trunk main from its planned location at the west boundary of Water Treatment Plant site. Currently the trunk terminates in the Bellwether development and a City project will install the 30-inch line to the east ROW of CR 116. The development will be responsible for extending the sewer trunk from the City's Water Treatment parcel and continue through the site at elevations consistent with the Trunk Sewer Comprehensive Plan.

The alignment is shown within development's street and CR 116 ROWs and alignment and ROW/easement widths will be reviewed with the development construction plan process. Currently the 2040 Comprehensive Plan shows the trunk alignment crosses beneath Hunters Ridge Road just northwest of its junction with Oswald Farm Road (Appendix A) and follows the low area/wetland north of Hope Community Church to the west property boundary. The trunk sewer invert is planned for elevation 905.2 (Node NE 5 at Water Treatment Plant) resulting in a 42-foot cut through the road corridor based on existing topography.

Other factors to be coordinated include the development's construction phasing, the water tower construction activities, and Hope Church operations.

Sewer stubs/laterals will be extended for adjacent properties consistent with City policy. Preliminary finding would be a stub for future installation to service the existing development of Hunters Ridge Road and a stub towards CR 116 for Node NE 6 shown in Appendix A . Offsite work is typically designed and managed by the City under an escrow process. Agency permitting will be extensive and involve MCES, WCA, County, and MPCA.

3.2 Water

Corcoran has authorized contracts for construction of a water treatment plant (WTP) and an elevated storage tank (tower) in the NE Zone with planned operation at the end of 2024. This development is contingent upon an operational system unless a modification of the Corcoran/Maple Grove water supply contract is executed. A 2021 feasibility study for raw water wells and pipes is also included in Appendix B.

For the purposes of this report, the main analysis was executed assuming the WTP and tower are operational, with the tower providing the hydraulic grade line (WTP pumps off). An additional worst-case scenario was evaluated in which both the Tower and WTP are offline, with the existing 16-inch interconnect with Maple Grove providing the hydraulic grade line.

3.2.1 Demands

The demands for the development were estimated using data from the developer-provided site plan. The site plan included numbers of residential units and commercial uses with proposed square footages. Average demands for residential uses were calculated based on the number of units and relative residential densities in accordance with previous Corcoran water studies. Demand estimates for commercial/institutional uses were based on occupied square footage and type of use. The calculated demand for each building shown on the concept site plan was assigned a model node.

The table below presents the average and maximum day demands calculated for each building and assigned to each node within the Hope Community Church Development. A factor of 3.0 was used to calculate maximum day demands from average day demands. Peak hour demands (not shown in the table) were calculated using a factor of 2.0 multiplied by maximum day demands.

Building	Building Type	Avg Day Flow	Node	Avg Day Demand	Max Day Demand
		gal/day		gal/day	gal/day
A	Multi-Fam Housing	28,800	J-264	37,400	112,200
B	Retail	1,600			
C	Medical	7,000			
D	Medical	5,800	J-265	13,400	40,200
E	Retail	1,600			
K	Church	6,000			
F	Multi-Fam Housing	35,100	J-263	81,900	245,700
G	Senior Housing	46,800			
H	55+ Housing	27,300	J-261	31,800	95,400
I	Villas	4,500			
J	Row Homes	12,400	J-262	12,400	37,200

The total NE Zone system demands used for each scenario are shown below.

- Average Day – 0.32 MGD
- Maximum Day – 0.95 MGD
- Peak Hour – 1,321 gal/min

3.2.2 Scenario Descriptions

A map of the NE Zone pipe network that was used for this modeling work is shown on Figure 1 of Appendix B. The Hope Community Church Development area watermains are proposed to include 20-inch trunk main and 8-inch water mains. Scenario 1 evaluated predicted pressures and available fire flows within the NE Zone with the tower providing the hydraulic grade and the WTP pumps and connection to Maple Grove turned off. The assumed water levels in the tower were 5 ft below overflow for average day and 10 ft below overflow for maximum day and peak hour demand conditions.

Scenario 2 evaluated predicted pressures and available fire flow within the NE Zone with the 16-inch Maple Grove connection providing the hydraulic grade and the tower and WTP off. The assumed hydraulic grade at the Maple Grove interconnect was 1,093 ft for all demand conditions.

For fire flow analyses, the industry standard minimum residual pressure of 20 psi was used. For residential areas, a target fire flow of 1,500 gpm is assumed. For commercial/industrial areas, a higher target fire flow of 3,000 gpm is typical. New commercial/industrial buildings may be sprinklered and, as such, most of these buildings will ultimately have a lower acceptable target. However, 3,000 gpm is deemed a reasonable overall target, and allows for some conservatism in this safety-driven parameter. These targets are only estimates for planning purposes and do not represent a rating for the site.

3.2.3 Scenario 1 - Tower On, Maple Grove Off

The results for this scenario for the nodes within the proposed Hope Community Church Development are shown in the table below. The full results for all nodes in the NE Zone with Tower On are shown in Appendix B Table 1. Additionally, the average day pressure results and maximum day available fire flow results for this scenario are mapped in Figures 2 and 3 of Appendix B, respectively.

Node	Elevation (ft)	Average Day Demand (gpm)	Average Day Pressure (psi)	Max Day Fire Flow (Available) (gpm)
J-261	946	22.1	68.8	2,562
J-262	952	8.6	66.2	3,255
J-263	950.3	56.8	66.9	>5,000
J-264	952	25.8	66.2	>5,000
J-265	952.2	9.2	66.1	>5,000

As shown above, average day pressures are within the 60-70 psi range. Modeling also indicates that during the peak hour (of maximum day, a condition of rare occurrence), pressure in the development area fall by approximately 7-8 psi. This means the lowest expected pressure within the development is approximately 58.8 psi, which is above the recommended minimum of 35 psi.

The maximum available fire flows along the 20-inch trunk main are over 5,000 gpm. However, J-261, which would supply multistory senior housing and residential villas, is modeled at approximately 2,600 gpm available fire flow, above the 1,500 gpm target.

3.2.4 Scenario 2 - Maple Grove On, Tower Off

The results for this scenario for the nodes within the proposed Hope Community Church Development are shown in the table below. The full results for all nodes in the NE Zone with Maple Grove connection on are shown in Appendix B Table 2. Additionally, the average day pressure results and maximum day available fire flow results for this scenario are mapped in Figures 4 and 5 of Appendix B, respectively.

Node	Elevation (ft)	Average Day Demand (gpm)	Average Day Pressure (psi)	Max Day Fire Flow (Available) (gpm)
J-261	946	22.1	63.3	1,582
J-262	952	8.6	60.7	1,732
J-263	950.3	56.8	61.5	2,258
J-264	952	25.8	60.7	2,233
J-265	952.2	9.2	60.6	2,243

As shown above, average day pressures are within the 60-65 psi range. Modeling also indicates that during the peak hour (of maximum day, a condition of rare occurrence), pressures in the development area fall by approximately 7-8 psi. This means the lowest expected pressure within the development is approximately 53 psi, which is above the recommended minimum of 35 psi.

Under this scenario, all of the fire flows within the Hope Community Church Development nodes are below the 3,000-gpm target for commercial uses but exceed the 1,500-gpm target for residential areas.

3.3 Findings

The following mitigation measures are required for sewer and water:

Sewer

- Sewer trunk will need to be extended from the City's Water Treatment Plant site and installed at inverts consistent with the City's 2040 Sewer Comprehensive Plan and shall be responsibility of Developer. Onsite alignment is currently within development roads, and these will be finalized during Construction Plan approval process.
    - ROW and easement needs are based on pipe depth, for example ROW is a minimum of 60 feet for any internal streets with trunk sewer at 30 feet, and combination of ROW and larger easement will be coordinated with City for sewer depths greater than 30 feet.
- A lateral will be extended to north property border within Hunter's Ridge Road for future connection of the existing development.
- Stub will be installed to east boundary of property along CR 116 for future service for Node NE 6 as shown in City NE Sewer Comprehensive Plan.

Water

- This development is contingent upon an operational NE Corcoran treatment plant and tower, unless an amendment to the existing Maple Grove water agreement is obtained.
- Both the Tower and Maple Grove connection can provide average day pressure within an range of 60-70 psi at ground elevation. Supply from Maple Grove will result in slightly less pressure.
- Construction of the water tower shows that target fire flows of 3,000 gpm can be provided to the Hope Community Development Area.
- Extend a 20-inch trunk water main to the tower from the treatment plant and also south from the tower to the CR-30 ROW.

- Loop the west property boundary with 8-inch lateral from Oswald Farm Way to Hope Road for redundancy and water quality, depending on timing and phasing of development.

- A dedicated lot for a future municipal well should be shown to provide a well site consistent with City water supply needs.

- Provide 20 foot easement and install the raw water line along CR 116 for municipal water supply.

- Provide 20 foot easement along CR30 for future raw water supply from the west.

4.0 Water Resources

4.1 Regulatory Overview

Stormwater management regulations in the proposed project area would be guided or directed by Corcoran's Local Surface Water Management Plan (Local Plan) the City's Guidelines, Stormwater Pollution Prevention Plan (SWPPP) and MS4 requirements. Each of these documents has a larger regulatory context:

- The Local Plan reflects the goals, policies and rules of the Elm Creek Watershed Management Commission's Third Generation Watershed Management Plan (Commission's WMP).
- The SWPPP is a requirement of the City's stormwater permit, also known as the Municipal Separate Storm Sewer System (MS4) permit. The MS4 permit is issued by the Minnesota Pollution Control Agency (MPCA) which was reissued in October of 2021.
- Among other goals, both documents include plans to meet pollutant load reductions calculated in the Elm Creek Watershed Total Maximum Daily Load (TMDL) study. TMDL studies are required for surface waters that are designated as impaired – in other words, those that do not meet one or more State water quality standards.
- City guidelines lay out the required modeling parameters, preferred BMPs and some construction materials. City approval is required prior to application for the WMO approval process. Further City review occurs with construction plan approval process.

4.2 Watershed Setting and Land Use

Stormwater is manageable for the site and will be subject to City stormwater guidelines, wetland regulations and Elm Creek Watershed approval.

- Stormwater management for the concept plan is shown on the perimeter of the site with basins on the northwest, west, southeast and southwest. This site has high percentage of impervious and rate control will be accomplished in ponds and filtration basins.
    - Perimeter discharge locations will be reviewed for downstream conveyance capacity.
- The watershed reviews the abstraction and water quality components, along with rate control.
- No FEMA floodplain exists on site (see Figure C-1 in Appendix C) and for reference the nearest floodplain to the west is identified at a 915 elevation as compared to the onsite low area (wetland) at a 940 contour and the northeast low corner is a 935 elevation.
- The urban/rural fringe is challenging for drainage and the City reviews potential offsite drainage impacts for the additional volume associated with increased urbanization (impervious roads and rooftops). The City has required prior developments to study these impacts and also, when necessary, make offsite improvements. This same approach will be applied during the Hope Community approval process when stormwater management and grading plans are available.

4.3 Wetlands

Significant wetlands exist and the formal process will need to be followed and the EAW has a wetland review component. Corcoran is the LGU for the WCA process.

4.4 Roadway Drainage Improvements

- Development should provide treatment for required road improvements when feasible.

4.5 Findings

Stormwater is manageable for the site, although modifications will occur during the City and approval process.

- City stormwater guidelines will be utilized (see Appendix C) that cover modeling and drainage items. These guidelines will be updated with the 2023 Engineering Standards update prior to final plat approval.

- A City stormwater area charge may be in place prior to final plat.

- Modeling and grading plan will be reviewed with the preliminary plat process and strategies for mitigation of offsite volume or conveyance impacts will be determined.

- Hope Development will be required to provide on site stormwater management for offsite road improvements, where feasible.

- Draintile information shall be provided with existing conditions analysis of the site.

5.0 Financing

5.1 Summary

Financing options of the development necessary for infrastructure and to mitigate impacts typically follow the approach of:

- On-site infrastructure is managed by the developer.
- Stormwater fee may be implemented by City prior to final plat.
- All trunk fees (TLAC) and potential stormwater area charge will be due at the time of final plat.
- Off-site projects are typically managed by the by City (engineering, bidding and construction management) through an escrow.

The details of area fees, credits, and infrastructure financial commitments will be identified in the Developer Agreement, which is updated with each phase of the development

6.0 Conclusions and Recommendations

The following infrastructure improvements are feasible and necessary to manage the development. These improvements are consistent with similar requirements for other developments in Corcoran, and have shown to be necessary for managing the additional population:

Transportation

- CSAH 30/CR 116
  - Construct dedicated westbound right lane 300 feet in length.

- CR 116/Hunters Ridge/Oswald Farm
  - Previously programmed northbound and southbound left and right turn lane improvements will provide access at intersection.
  - Widen eastbound Oswald Farm and widen westbound Hunters Ridge to provide a 200 foot left turn lane and through / right lane.

- New CSAH 30 access
  - Construct a 300-foot eastbound left turn and westbound right turn lanes on CSAH 30. Construct southbound approach with 200-foot left turn and right turn lanes.

County will review their system as a responsibility of permitting the improvements and review during the EAW process to ensure the County system is adequate to handle increased volumes and patterns.

Sewer

- Sewer trunk will need to be extended from the City's Water Treatment Plant site and installed at inverts consistent with the City's 2040 Sewer Comprehensive Plan and shall be responsibility of Developer. Onsite alignment is currently within development roads, and these will be finalized during Construction Plan approval process.

    - ROW and easement needs are based on pipe depth, for example ROW is a minimum of 60 feet for any internal streets with trunk sewer at 30 feet, and combination of ROW and larger easement will be coordinated with City for sewer depths greater than 30 feet.

- A lateral will be extended to north property border within Hunter's Ridge Road for future connection of the existing development.

- Stub will be installed to east boundary of property along CR 116 for future service for Node NE 6 as shown in City NE Sewer Comprehensive Plan.

Water

- This development is contingent upon an operational NE Corcoran treatment plant and tower, unless an amendment to the existing Maple Grove water agreement is obtained.

- Both the Tower and Maple Grove connection can provide average day pressure in Hope Community Church's proposed 20-inch and 8-inch water main within an ideal range of 60-70 psi. Supply from Maple Grove will result in slightly less pressure.

- Construction of the water tower shows that target fire flows of 3,000 gpm can be provided to the Hope Community Church Development Area.

- Extend a 20-inch trunk water main to the tower from the treatment plant and also south from the tower to the CR-30 Right of Way.

- Loop the west property boundary with 8-inch lateral from Oswald Farm Way to Hope Road for redundancy and water quality, depending on timing and phasing of development.

- A dedicated lot for a future municipal well should be shown to provide a well site consistent with City water supply needs.

- Provide 20-foot easement and install the raw water line along CR 116 for municipal water supply.

- Provide 20-foot easement along CR30 for future raw water supply from the west.

Water Resources

- City stormwater guidelines will be utilized (see Appendix C) that cover modeling and drainage items. These guidelines will be updated with the 2023 Engineering Standards update prior to final plat approval.

- A City stormwater area charge may be in place prior to final plat.

- Modeling and grading plan will be reviewed with the preliminary plat process and strategies for mitigation of offsite volume or conveyance impacts will be determined.

- Hope Development will be required to provide on-site stormwater management for offsite road improvements, where feasible.

- Draintile information shall be provided with existing conditions analysis of the site.

FIGURE

Site Plan

NO	DATE	BY	CKD	APPR	COMMENT

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.

Print Name: _____

Date _____ License # _____

PRELIMINARY	DRAWN BY
DESIGN REVIEW	DESIGNED BY
PERMIT SUBMITTAL	CHECKED BY
CONSTRUCTION DOCUMENTS	PROJECT NO.

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SITE PLAN CONCEPT W AERIAL

HOPE COMMUNITY CHURCH
HOPE COMMUNITY CHURCH DEVELOPMENT PROJECT
CORCORAN, MN

SHEET
C3.02
OF
REV. #

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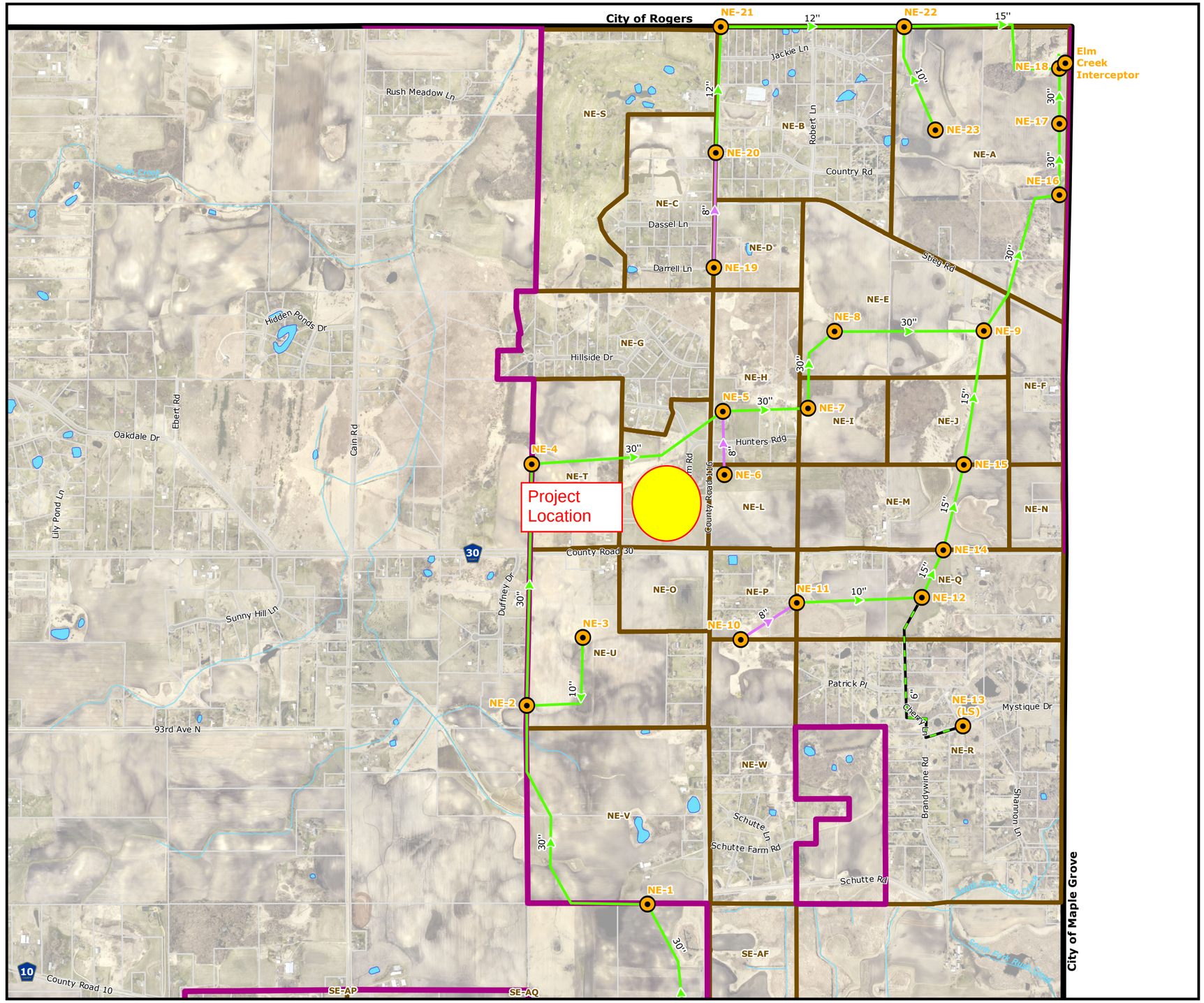
APPENDIX A

Sewer Comprehensive Plan System



CITY OF CORCORAN

2040 COMPREHENSIVE PLAN

Map 7-2
Proposed Trunk Sanitary
Sewer System - NE District

- Proposed Gravity
- Proposed Gravity (Lateral)
- Proposed Forcemain
- Sewer Nodes (LS) = Lift Station
- Sewer Subdistricts
- Municipal Boundary
- 2040 MUSA
- Parcel Boundaries
- Streams
- Lake/Open Water

1,500 750 0 1,500
Feet

N

Path: L:\2294\100\2040CompPlan\NE Proposed Trunk Sanitary Sewer_LS.mxd
Date: 1/8/2019 Time: 7:15:58 AM User: ShuJC0243

FULL ACCESS INTERSECTION

POND
4.48 ACRES

FILTRATION

OSWALD FARM ROAD

FUTURE CEMETERY

EXISTING CEMETERY

WATER TOWER

1.2 ACRES

MULTI-FAMILY HOUSING "A"
43,000 S.F.
4 STORIES OVER 1
156 UNITS

50.0'

EXISTING BUILDING

EXISTING POND

WETLAND LOCATED BY SAMBATEK ON 09/27/2022 AND DELINEATED BY SAMBATEK ON 09/15/2022

WETLAND LOCATED BY SAMBATEK ON 09/27/2022 AND DELINEATED BY SAMBATEK ON 09/15/2022

FILTRATION

POND

55+ HOUSING "H"
33,100 S.F.
4 STORIES OVER 1
120 UNITS

3.95 ACRES

HOPE WAY

REGIONAL TRAIL

TEMPORARY CUL-DE-SAC

1 2 3 4 5 6 7 8 9 10 11 12 13

COUNTY ROAD #30

120.0' ROW

PROPOSED RETAIL "B"
10,100 S.F.

5.41 ACRES

SENIOR HOUSING "G"
56,000 S.F.
4 STORIES OVER 1
204 UNITS

FILTRATION

14 15 16 17 18 19 20

PARK / PLAYGROUND

FND IP 1/2" OPEN

FND IP CAPPED 24992

FND IP 1/2" OPEN

HUNTERS RIDGE

SERENITY MEADOWS

LOT 1 LOT 2 LOT 3 OUTLOT B

POND

OSWALD FARM ROAD

PROPOSED MEDICAL "C"
47,000 S.F.
(3 STORIES)

FILTRATION

50.0'

AMENITY POND

PROPOSED MEDICAL "D"
43,200 S.F.
(3 STORIES)

PROPOSED

FILTRATION

4.33 ACRES

MULTI-FAMILY HOUSING "F"
51,000 S.F.
4 STORIES OVER 1
184 UNITS

50.0'

HOPE WAY

4 UNITS 6 UNITS 8 UNITS

PROPOSED ROWHOMES "J"
54 UNITS

8 UNITS 8 UNITS

POND POND

DRAINAGE & UTILITY EASEMENT

100.0' EXISTING ROW

10.0' PROPOSED ROW

COUNTY ROAD #116

Comp Plan Sewer Alignment to be rerouted through streets and/or open spaces

42 foot cut

Add Stub to CR 116 for Node NE 6

Node NE 5 Elevation 905.2

Comp Plan shows Node NE 6 serviced east of CR 116

NORTH

SCALE 0 80 160 IN FEET

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NO	DATE	BY	CKD	APPR	COMMENT

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.

Print Name: _____

Date _____ License # _____

PRELIMINARY
DESIGN REVIEW
PERMIT SUBMITTAL
CONSTRUCTION DOCUMENTS

DRAWN BY
DESIGNED BY
CHECKED BY
PROJECT NO.

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SITE PLAN CONCEPT W AERIAL

HOPE COMMUNITY CHURCH
HOPE COMMUNITY CHURCH DEVELOPMENT PROJECT
CORCORAN, MN

SHEET
C3.02
OF
REV. #

Trunk Inverts from Comprehensive Plan

APPENDIX A - ULTIMATE TRUNK SYSTEM DESIGN

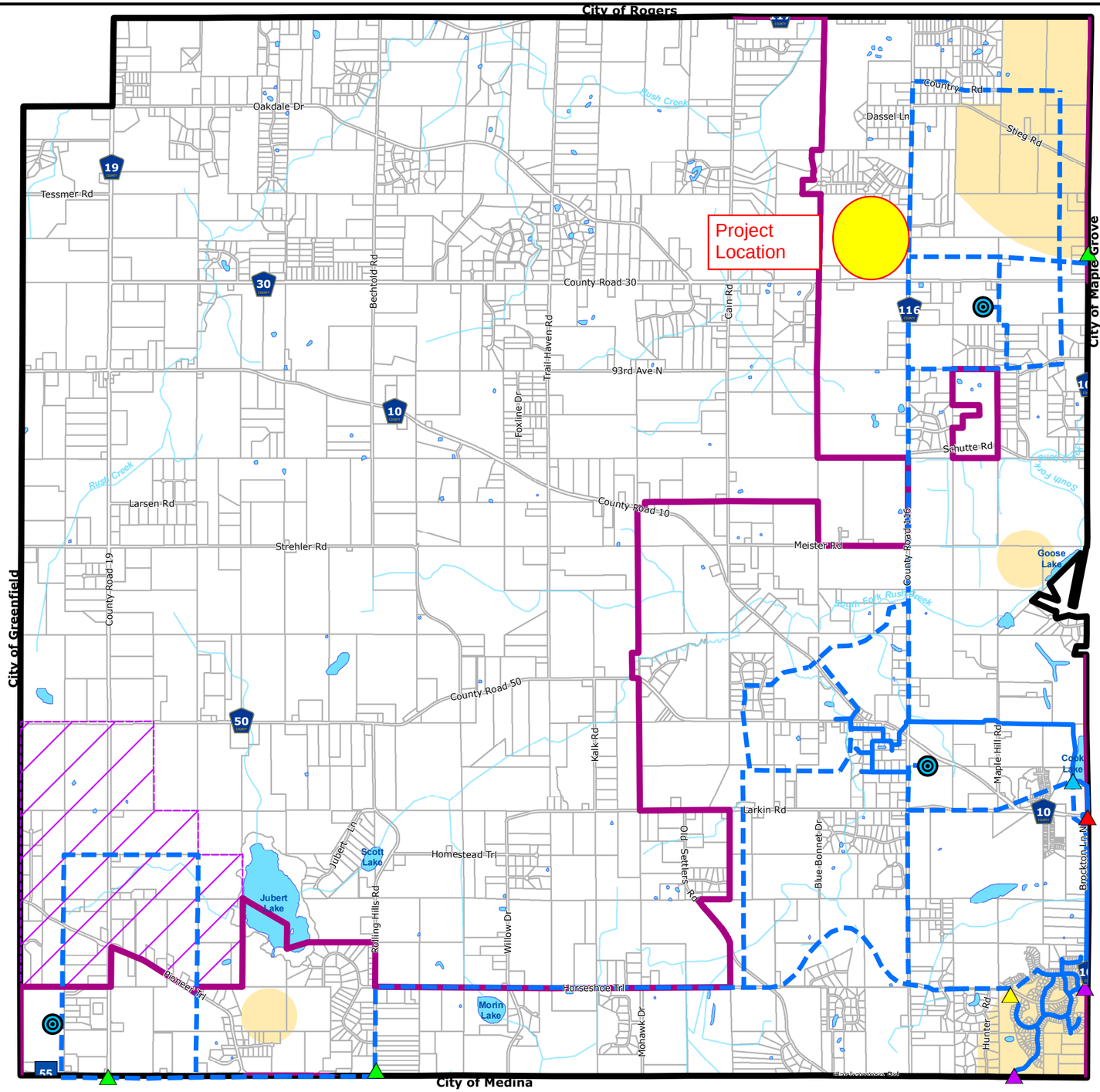
From Point	To Point	Design Flow	Existing/ Proposed	Pipe Size	Pipe Material	Length	Upstream			Average Slope	Down-stream Elev	Capacity					Capacity to Design Flow Ratio
							Rim Elev	Invert Elev	Manhole Depth			Inlet Control		Outlet Control		Actual Capacity	
		(mgd)		(in)		(ft)	(ft)	(ft)	(ft)	(%)	(ft)	(cfs)	(mgd)	(cfs)	(mgd)	(mgd)	
NE DISTRICT																	
NE-1	NE-2	4.70	Prop.	30	PVC	4400	938	914.7	23	0.08	911.1	23.3	15.1	11.6	7.52	7.52	1.6
NE-3	NE-2	0.72	Prop.	10	PVC	2000	950	921.1	29	0.50	911.1	1.7	1.1	1.55	1.00	1.00	1.4
NE-2	NE-4	5.25	Prop.	30	PVC	4200	939	911.1	28	0.08	907.8	23.3	15.1	11.6	7.52	7.52	1.4
NE-4	NE-5	5.33	Prop.	30	PVC	3200	930	907.8	22	0.08	905.2	23.3	15.1	11.6	7.52	7.52	1.4
NE-6	NE-5	0.15	Prop.	8	PVC	1000	950	920.2	30	1.50	905.2	1.4	0.9	1.48	0.96	0.90	5.9
NE-5	NE-7	5.64	Prop.	30	PVC	1300	937	905.2	32	0.08	904.2	23.3	15.1	11.6	7.52	7.52	1.3
NE-7	NE-8	5.64	Prop.	30	PVC	1300	920	904.2	16	0.08	903.1	23.3	15.1	11.6	7.52	7.52	1.3
NE-8	NE-9	5.88	Prop.	30	PVC	3000	925	903.1	22	0.08	900.7	23.3	15.1	11.6	7.52	7.52	1.3
NE-10	NE-11	0.22	Prop.	8	PVC	1500	953	929.7	23	0.40	923.7	1.4	0.9	0.8	0.50	0.50	2.2
NE-11	NE-12	0.42	Prop.	10	PVC	2200	952	923.7	28	0.28	917.5	1.7	1.1	1.2	0.75	0.75	1.8
NE-13 (LS)	NE-12	0.21	Prop. FM	6	HDPE	3000	936	(905 LS)	(31 LS)	---	917.5	---	---	---	---	0.6	2.9
NE-12	NE-14	1.05	Prop.	15	PVC	1500	946	917.5	29	0.15	915.2	4.1	2.6	2.5	1.62	1.62	1.5
NE-14	NE-15	1.41	Prop.	15	PVC	1400	950	915.2	35	0.25	911.7	4.1	2.6	3.2	2.09	2.09	1.5
NE-15	NE-9	1.71	Prop.	15	PVC	2400	945	911.7	33	0.25	905.7	4.1	2.6	3.2	2.09	2.09	1.2
NE-9	NE-16	6.99	Prop.	30	PVC	2600	937	900.7	36	0.10	898.1	23.3	15.1	13.0	8.41	8.41	1.2
NE-16	NE-17	6.99	Prop.	30	PVC	1200	938	898.1	40	0.10	896.9	23.3	15.1	13.0	8.41	8.41	1.2
NE-17	NE-18	6.99	Prop.	30	PVC	800	933	896.9	36	1.00	888.9	23.3	15.1	41.1	26.6	15.1	2.2
NE-19	NE-20	0.12	Prop.	8	PVC	1800	919	912.4	7	0.40	905.2	1.4	0.9	0.77	0.50	0.50	4.1
NE-20	NE-21	0.68	Prop.	12	PVC	2000	931	905.2	26	0.22	900.8	2.2	1.4	1.68	1.08	1.08	1.6
NE-21	NE-22	0.68	Prop.	12	PVC	2800	925	900.8	24	0.22	894.6	2.2	1.4	1.68	1.08	1.08	1.6
NE-23	NE-22	0.71	Prop.	10	PVC	1500	928	907.1	21	0.50	899.6	1.7	1.1	1.6	1.00	1.00	1.4
NE-22	NE-18	1.30	Prop.	15	PVC	3200	918	894.6	23	0.15	889.8	4.1	2.6	2.51	1.62	1.62	1.2
NE-18	**ECI**	**7.67**	**Ex.**	**27**	**PVC**	**25**	**910**	**888.9**	**21**	**0.18**	**888.9**	**17.7**	**11.4**	**13.2**	**8.52**	**8.52**	**1.1**

APPENDIX A - ULTIMATE TRUNK SYSTEM DESIGN

From Point	To Point	Design Flow	Existing/ Proposed	Pipe Size	Pipe Material	Length	Upstream			Average Slope	Down-stream Elev	Capacity					Capacity to Design Flow Ratio
							Rim Elev	Invert Elev	Manhole Depth			Inlet Control		Outlet Control		Actual Capacity	
		(mgd)		(in)		(ft)	(ft)	(ft)	(ft)	(%)	(ft)	(cfs)	(mgd)	(cfs)	(mgd)	(mgd)	
SE DISTRICT																	
SE-A	**M.G.[1]**	**0.02**	**Ex.**	**---**	**---**	**---**	**---**	**---**	**---**	**---**	**---**	**---**	**---**	**---**	**---**	**---**	**---**
SE-36 (LS)	SE-37	0.72	Prop. FM	8	HDPE	8000	972	(940 LS)	(32 LS)	---	964.6	---	---	---	---	1.1	1.5
SE-37	SE-1	0.72	Prop.	12	PVC	2000	980	964.6	15	0.22	960.2	2.2	1.4	1.7	1.08	1.08	1.5
SE-1	SE-2	1.14	Prop.	15	PVC	3500	985	960.2	25	0.30	949.7	4.1	2.6	3.5	2.29	2.29	2.0
SE-2	SE-3	1.24	Prop.	15	PVC	1800	980	949.7	30	0.25	945.2	4.1	2.6	3.2	2.09	2.09	1.7
SE-3	SE-4	1.28	Prop.	15	PVC	1800	968	945.2	23	0.15	942.5	4.1	2.6	2.5	1.62	1.62	1.3
SE-4	SE-5	1.48	Prop.	18	PVC	2000	970	942.5	28	0.15	939.5	6.2	4.0	4.1	2.64	2.64	1.8
SE-6	SE-5	0.11	Prop.	8	PVC	800	962	945.5	17	0.75	939.5	1.4	0.9	1.0	0.68	0.68	6.2
SE-5	SE-7	1.58	Prop.	18	PVC	2000	960	939.5	21	0.12	937.1	6.2	4.0	3.6	2.36	2.36	1.5
SE-8	SE-9	0.63	Prop.	10	PVC	3600	980	954.2	26	0.28	944.1	1.7	1.1	1.2	0.75	0.75	1.2
SE-9	SE-7	0.63	Prop.	12	PVC	3200	964	944.1	20	0.22	937.1	2.2	1.4	1.7	1.08	1.08	1.7
SE-7	**SE-10**	**2.23**	**Ex.**	**18**	**PVC**	**685**	**958**	**937.1**	**21**	**0.19**	**935.8**	**6.2**	**4.0**	**4.6**	**2.97**	**2.97**	**1.3**
SE-10	SE-11	2.23	Prop.	18	PVC	1000	966	935.8	30	0.44	931.4	6.2	4.0	7.0	4.52	4.00	1.8
SE-11	SE-12	2.56	Prop.	18	PVC	2200	946	931.4	15	0.20	927.0	6.2	4.0	4.7	3.04	3.04	1.2
SE-13	SE-14	0.43	Prop.	10	PVC	1500	960	939.7	20	0.28	935.5	1.7	1.1	1.2	0.75	0.75	1.7
SE-14	SE-15	1.41	Prop.	15	PVC	2500	950	935.5	14	0.15	931.8	4.1	2.6	2.5	1.62	1.62	1.2
SE-15	SE-12	1.65	Prop.	18	PVC	4000	944	931.8	12	0.12	927.0	6.2	4.0	3.6	2.36	2.36	1.4
SE-16	SE-17	0.10	Prop.	8	PVC	1400	948	937.6	10	0.40	932.0	1.4	0.9	0.8	0.50	0.50	4.7
SE-17	SE-12	0.40	Prop.	10	PVC	1800	940	932.0	8	0.28	927.0	1.7	1.1	1.2	0.75	0.75	1.9
SE-12	SE-18	4.35	Prop.	30	PVC	3000	941	927.0	14	0.08	917.2	23.3	15.1	11.6	7.52	7.52	1.7
SE-18	NE-1	4.37	Prop.	30	PVC	3200	940	917.2	23	0.08	914.7	23.3	15.1	11.6	7.52	7.52	1.7
SE-19	SE-20	0.27	Prop.	8	PVC	3000	1000	975.0	25	0.45	961.5	1.4	0.9	0.8	0.53	0.53	2.0
SE-21	SE-20	0.69	Prop.	12	PVC	1200	988	964.1	24	0.22	961.5	2.2	1.4	1.7	1.08	1.08	1.6
SE-20	SE-22	0.90	Prop.	12	PVC	3000	994	961.5	33	0.40	949.5	2.2	1.4	2.3	1.46	1.40	1.6
SE-23	**SE-22**	**0.96**	**Ex.**	**15**	**PVC**	**2550**	**966**	**958.5**	**8**	**0.35**	**949.5**	**4.1**	**2.6**	**3.8**	**2.49**	**2.49**	**2.6**
SE-22	**SE-24**	**1.71**	**Ex.**	**15**	**PVC**	**1700**	**974**	**949.5**	**25**	**0.42**	**942.4**	**4.1**	**2.6**	**4.2**	**2.71**	**2.60**	**1.5**
SE-24	**MCES LS**	**2.20**	**Ex.**	**15**	**PVC**	**2550**	**970**	**942.4**	**28**	**0.44**	**931.2**	**4.1**	**2.6**	**4.3**	**2.77**	**2.60**	**1.2**

APPENDIX B

NE Water System



CITY OF CORCORAN

2040 COMPREHENSIVE PLAN

Map 9-2
Trunk Water System

- Existing Watermain
- Proposed Watermain
- Potential Water Tower Locations
- Existing Supply Connection with Neighboring Communities
- Proposed Supply Connection with Neighboring Communities
- Emergency Connection with Neighboring Communities (Normally Closed)
- Potential Water Storage
- Potential Booster Station
- Potential Future Well Exploration Areas
- Municipal Boundary
- 2040 MUSA
- Future MUSA Expansion Area
- Parcel Boundaries
- Streams
- Lake/Open Water

3,000 1,500 0 3,000
Feet

N

Path: L:\2294\100\2040CompPlan\Trunk Water System.mxd
Date: 1/15/2019 Time: 1:36:40 PM User: ShuJC0243

Water Modeling Results

Table 1
Water Model Results
Scenario 1 - Tower On, Maple Grove Off

		Average Day Demand			Maximum Day Demand				Peak Hour Demand		
Node Label	Elevation (ft)	Demand (gpm)	Hydraulic Grade	Pressure (psi)	Demand (gpm)	Hydraulic Grade (ft)	Pressure (psi)	Fire Flow (Available) (gpm)	Demand (gpm)	Hydraulic Grade (ft)	Pressure (psi)
Maple Grove	942	0	1,105	70.5	0	1,100	68.2	3,073	0	1,099	67.7
J-95	943	3.6	1,105	70.1	10.8	1,100	67.7	3,175	21.6	1,099	67.3
J-96	945	1.6	1,105	69.2	4.8	1,100	66.9	4,251	9.6	1,099	66.4
J-100	941	0	1,105	70.9	0	1,100	68.6	4,791	0	1,099	68.2
J-101	947	0	1,105	68.3	0	1,100	66.1	5,000	0	1,099	65.8
J-102	953	4.8	1,105	65.7	14.4	1,100	63.5	5,000	28.8	1,099	63.2
J-94	952	3.4	1,105	66.2	10.2	1,100	63.9	3,073	20.4	1,099	63.4
J-103	946	1.4	1,105	68.8	4.2	1,100	66.5	3,175	8.4	1,099	66
J-158	943	4.2	1,105	70.1	12.6	1,100	67.8	5,000	25.2	1,099	67.5
J-182	930	0	1,105	75.7	0	1,100	73.5	5,000	0	1,099	73.3
J-183	940	0	1,105	71.4	0	1,100	69.2	5,000	0	1,099	69
J-185	941	3.4	1,105	70.9	10.2	1,100	68.7	5,000	20.4	1,099	68.3
J-186	927	3	1,105	77	9	1,100	74.7	5,000	18	1,099	74.4
J-187	926	0	1,105	77.4	0	1,100	75.1	5,000	0	1,099	74.7
J-188	940	0	1,105	71.4	0	1,100	69.1	4,924	0	1,099	68.7
J-189	946	4.2	1,105	68.8	12.6	1,100	66.5	4,208	25.2	1,099	66
J-190	944	2.8	1,105	69.6	8.4	1,100	67.3	4,970	16.8	1,099	66.9
J-191	947	5.2	1,105	68.3	15.6	1,100	66	4,375	31.2	1,099	65.6
J-192	946	3.2	1,105	68.8	9.6	1,100	66.5	4,701	19.2	1,099	66
J-245	945	4.2	1,105	69.2	12.6	1,100	66.9	2,178	25.2	1,099	66.4
J-246	938	0	1,105	72.2	0	1,100	69.9	1,772	0	1,099	69.5
J-247	942	1.8	1,105	70.5	5.4	1,100	68.2	3,336	10.8	1,099	67.7
J-248	950	3.2	1,105	67	9.6	1,100	64.7	3,097	19.2	1,099	64.3
J-249	945.5	2.2	1,105	69	6.6	1,100	66.7	3,472	13.2	1,099	66.2
J-254	950	0	1,105	67.1	0	1,100	64.8	5,000	0	1,100	64.7
J-261	946	22.1	1,105	68.8	66.2	1,100	66.5	2,562	132.4	1,099	66.2
J-262	952	8.6	1,105	66.2	25.8	1,100	64	3,255	51.6	1,099	63.8
J-263	950.3	56.8	1,105	66.9	170.4	1,100	64.7	5,000	340.8	1,100	64.6
J-264	952	25.8	1,105	66.2	77.5	1,100	64	5,000	155.1	1,100	64
J-265	952.2	9.2	1,105	66.1	27.6	1,100	63.9	5,000	51.6	1,100	63.8
J-267	953	0	1,105	65.8	0	1,100	63.6	5,000	0	1,100	63.6
J-271	943	5	1,105	70.1	15	1,100	67.8	3,825	30	1,099	67.3
J-272	943	4.4	1,105	70.1	13.2	1,100	67.8	3,963	26.4	1,099	67.3
J-273	944	3.8	1,105	69.6	11.4	1,100	67.3	4,106	22.8	1,099	66.9
J-274	945	3	1,105	69.2	9	1,100	66.9	5,000	18	1,099	66.5
J-275	946	3.8	1,105	68.8	11.4	1,100	66.5	4,658	22.8	1,099	66.1
J-276	942	0	1,105	70.5	0	1,100	68.2	4,783	0	1,099	67.8
J-277	944	2.2	1,105	69.6	6.6	1,100	67.3	2,979	13.2	1,099	66.9
J-278	943	0	1,105	70.1	0	1,100	67.8	4,324	0	1,099	67.4
J-279	947	2	1,105	68.3	6	1,100	66	3,191	12	1,099	65.7
J-280	940	0	1,105	71.4	0	1,100	69.1	4,473	0	1,099	68.7
J-281	945	3.6	1,105	69.2	10.8	1,100	66.9	5,000	21.6	1,099	66.6
J-282	935	2.6	1,105	73.5	7.8	1,100	71.3	3,342	15.6	1,099	71
J-283	932	0	1,105	74.8	0	1,100	72.5	5,000	0	1,099	72.2
J-284	938	5	1,105	72.2	15	1,100	69.9	4,497	30	1,099	69.5
J-285	944	4.6	1,105	69.6	13.8	1,100	67.4	5,000	27.6	1,099	67.1
J-286	953	3.2	1,105	65.7	9.6	1,100	63.5	5,000	19.2	1,099	63.2
J-287	950	2.8	1,105	67	8.4	1,100	64.8	2,731	16.8	1,099	64.5

Table 2
Water Model Results
Scenario 2 - Tower Off, Maple Grove On

		Average Day Demand			Maximum Day Demand				Peak Hour Demand		
Node Label	Elevation (ft)	Demand (gpm)	Hydraulic Grade (ft)	Pressure (psi)	Demand (gpm)	Hydraulic Grade (ft)	Pressure (psi)	Fire Flow (Available) (gpm)	Demand (gpm)	Hydraulic Grade (ft)	Pressure (psi)
Maple Grove	942	0	1,093	65.3	0	1,092	65	5,000	0	1,090	64.2
J-95	943	3.6	1,093	64.8	10.8	1,092	64.3	5,000	21.6	1,088	62.8
J-96	945	1.6	1,093	63.8	4.8	1,090	62.6	3,190	9.6	1,081	59
J-100	941	0	1,093	65.5	0	1,089	64.1	2,775	0	1,079	59.9
J-101	947	0	1,092	62.9	0	1,088	61.1	2,382	0	1,076	55.8
J-102	953	4.8	1,092	60.3	14.4	1,088	58.5	2,342	28.8	1,076	53.2
J-94	952	3.4	1,093	60.9	10.2	1,092	60.6	5,000	20.4	1,089	59.4
J-103	946	1.4	1,093	63.5	4.2	1,092	63	5,000	8.4	1,088	61.5
J-158	943	4.2	1,092	64.6	12.6	1,088	62.8	2,292	25.2	1,076	57.5
J-182	930	0	1,092	70.2	0	1,088	68.4	2,281	0	1,075	62.9
J-183	940	0	1,092	65.9	0	1,088	64.1	2,274	0	1,075	58.6
J-185	941	3.4	1,092	65.5	10.2	1,088	63.8	2,445	20.4	1,076	58.6
J-186	927	3	1,092	71.6	9	1,089	69.9	2,521	18	1,077	64.9
J-187	926	0	1,092	72	0	1,089	70.5	2,650	0	1,078	65.9
J-188	940	0	1,092	66	0	1,089	64.5	2,731	0	1,079	60.2
J-189	946	4.2	1,093	63.4	12.6	1,090	62.2	3,251	25.2	1,081	58.6
J-190	944	2.8	1,092	64.2	8.4	1,089	62.6	2,613	16.8	1,078	57.8
J-191	947	5.2	1,092	62.9	15.6	1,089	61.3	2,473	31.2	1,077	56.5
J-192	946	3.2	1,092	63.4	9.6	1,089	61.8	2,700	19.2	1,078	57.3
J-245	945	4.2	1,093	63.8	12.6	1,090	62.6	1,886	25.2	1,081	59
J-246	938	0	1,093	66.9	0	1,090	65.7	1,578	0	1,081	62
J-247	942	1.8	1,093	65.2	5.4	1,091	64.6	4,824	10.8	1,087	62.6
J-248	950	3.2	1,093	61.8	9.6	1,091	61	3,910	19.2	1,086	58.9
J-249	945.5	2.2	1,093	63.7	6.6	1,091	62.9	4,350	13.2	1,086	60.6
J-254	950	0	1,092	61.6	0	1,088	59.7	2,264	0	1,075	54.2
J-261	946	22.1	1,092	63.3	66.2	1,088	61.4	1,582	132.4	1,075	55.7
J-262	952	8.6	1,092	60.7	25.8	1,088	58.9	1,732	51.6	1,075	53.3
J-263	950.3	56.8	1,092	61.5	170.4	1,088	59.6	2,258	340.8	1,075	54.1
J-264	952	25.8	1,092	60.7	77.5	1,088	58.9	2,233	155.1	1,075	53.3
J-265	952.2	9.2	1,092	60.6	27.6	1,088	58.8	2,243	51.6	1,075	53.2
J-267	953	0	1,092	60.3	0	1,088	58.4	2,223	0	1,075	52.9
J-271	943	5	1,093	64.7	15	1,090	63.7	3,647	30	1,083	60.7
J-272	943	4.4	1,092	64.7	13.2	1,089	63.1	2,460	26.4	1,078	58.4
J-273	944	3.8	1,092	64.2	11.4	1,089	62.6	2,448	22.8	1,077	57.8
J-274	945	3	1,092	63.8	9	1,089	62.1	2,524	18	1,077	57.1
J-275	946	3.8	1,092	63.3	11.4	1,088	61.6	2,344	22.8	1,077	56.5
J-276	942	0	1,092	65.1	0	1,089	63.4	2,443	0	1,077	58.3
J-277	944	2.2	1,092	64.2	6.6	1,089	62.5	1,967	13.2	1,077	57.5
J-278	943	0	1,092	64.6	0	1,088	62.9	2,298	0	1,077	57.9
J-279	947	2	1,092	62.9	6	1,088	61.2	2,000	12	1,077	56.1
J-280	940	0	1,092	65.9	0	1,088	64.2	2,358	0	1,077	59.1
J-281	945	3.6	1,092	63.8	10.8	1,088	62	2,411	21.6	1,076	56.7
J-282	935	2.6	1,092	68.1	7.8	1,088	66.3	2,029	15.6	1,076	61.1
J-283	932	0	1,092	69.4	0	1,089	67.8	2,579	0	1,078	63
J-284	938	5	1,092	66.8	15	1,089	65.2	2,526	30	1,077	60.2
J-285	944	4.6	1,092	64.2	13.8	1,088	62.4	2,377	27.6	1,076	57.1
J-286	953	3.2	1,092	60.3	9.6	1,088	58.5	2,296	19.2	1,076	53.2
J-287	950	2.8	1,092	61.6	8.4	1,088	59.8	1,712	16.8	1,076	54.5

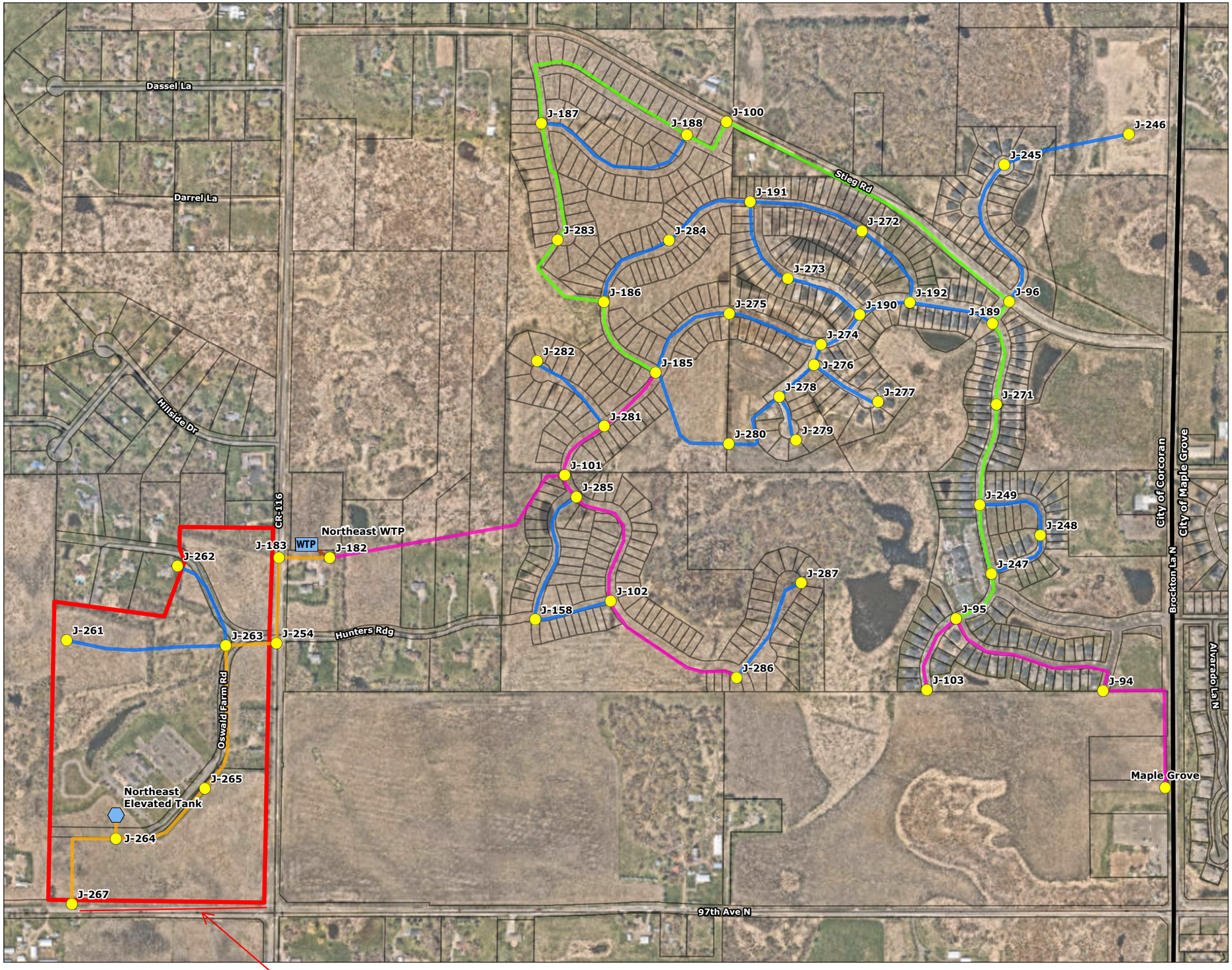


Figure No.
1

Title
Pipe Network

Client/Project 193806102
City of Corcoran
Hope Church Development

Project Location
T119N, R23W, S11
Corcoran, Hennepin Co., MN

Prepared by BS on 2023-03-30

N

0 300 600 Feet
(At original document size of 11x17)
1:7,200

Legend

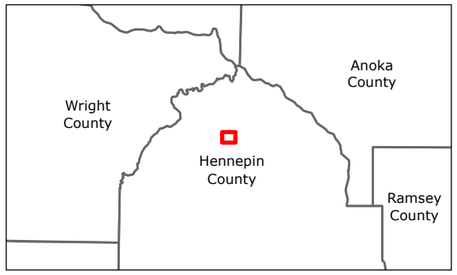
- County Parcels
- Municipal Boundaries
- Hope Community Church Development Location

Water System Facility

- WTP Water Treatment Plant
- Storage Tank
- Junction

Water Main Diameter

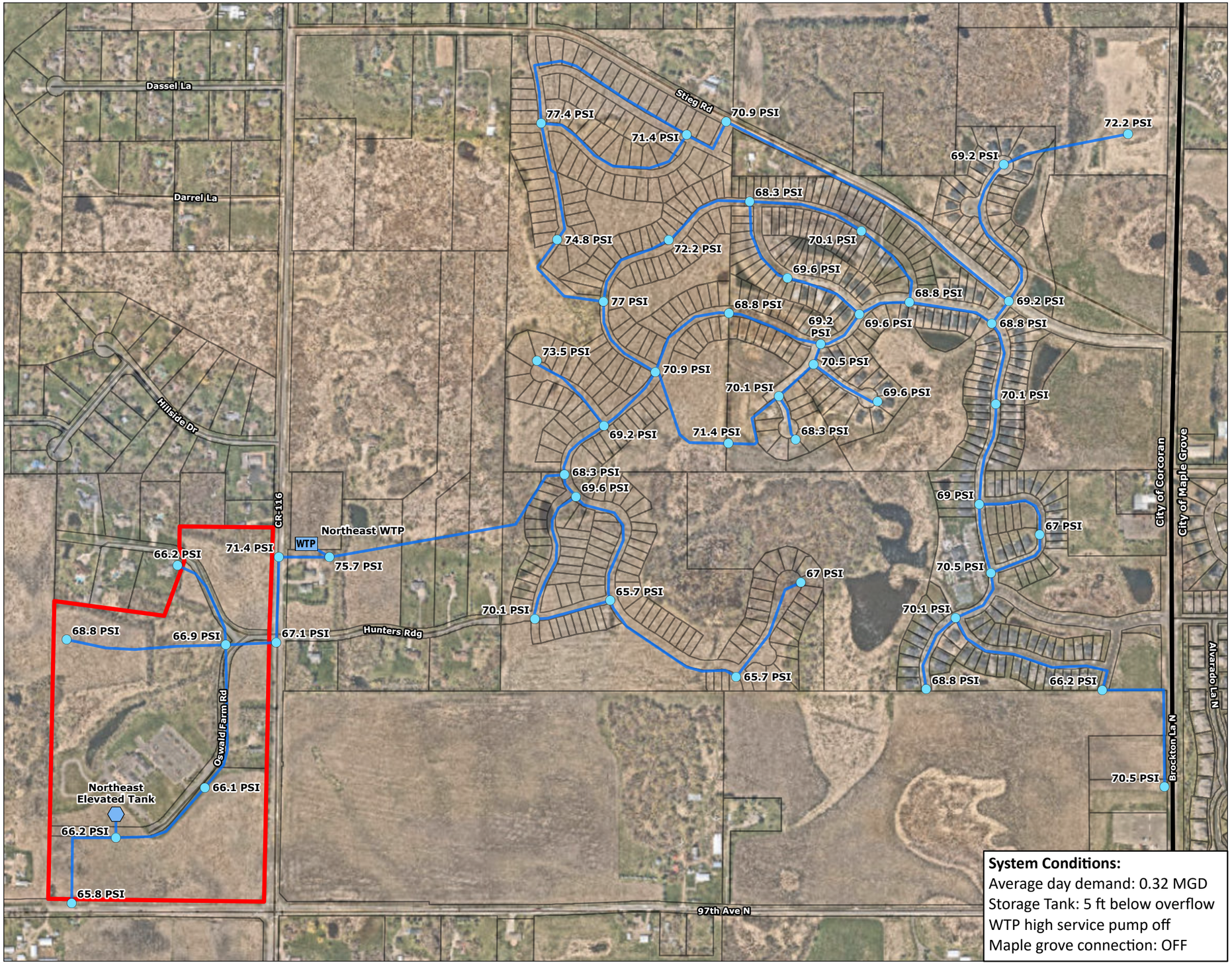
- 8 Inch
- 12 Inch
- 16 Inch
- 20 Inch
- 24 Inch



Notes
1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Hennepin County
3. Background: Hennepin County 2020 Imagery

Stantec

show water loop



System Conditions:
Average day demand: 0.32 MGD
Storage Tank: 5 ft below overflow
WTP high service pump off
Maple grove connection: OFF

Figure No.
2

Title
Average Day Water Distribution System Pressure: Tower On

Client/Project 193806102
City of Corcoran
Hope Church Development

Project Location
T119N, R23W, S11
Corcoran, Hennepin Co., MN

Prepared by BS on 2023-03-30

N

0 300 600 Feet
(At original document size of 11x17)
1:7,200

Legend

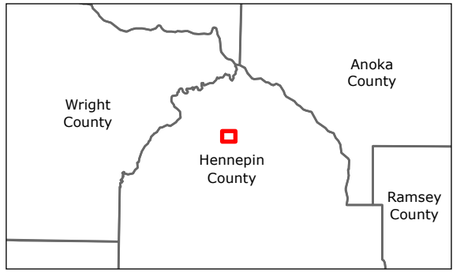
- County Parcels
- Municipal Boundaries
- Hope Community Church Development Location

Water System Facility

- WTP Water Treatment Plant
- Storage Tank
- Water Main

Water System Pressure

- < 35 PSI
- 35-50 PSI
- 50-65 PSI
- 65-80 PSI
- 80-95 PSI
- >95 PSI



Notes
1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Hennepin County
3. Background: Hennepin County 2020 Imagery

Stantec

Figure No.

3

Title

Maximum Day Available Fire Flow: Tower On

Client/Project 193806102

City of Corcoran
Hope Church Development

Project Location

T119N, R23W, S11
Corcoran, Hennepin Co., MN

Prepared by BS on 2023-03-30

N

0 300 600 Feet

(At original document size of 11x17)
1:7,200

Legend

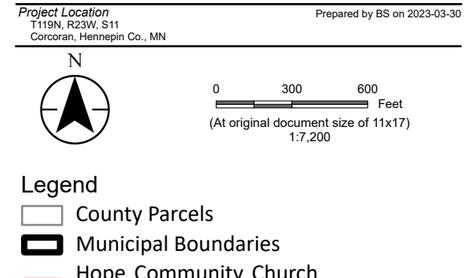
- County Parcels
- Municipal Boundaries
- Hope Community Church Development Location

Water System Facility

- WTP Water Treatment Plant
- Storage Tank
- Water Main

Available Fire Flow

- 500-1,000 GPM
- 1,000-2,500 GPM
- 2,500-3,500 GPM
- > 3,500 GPM



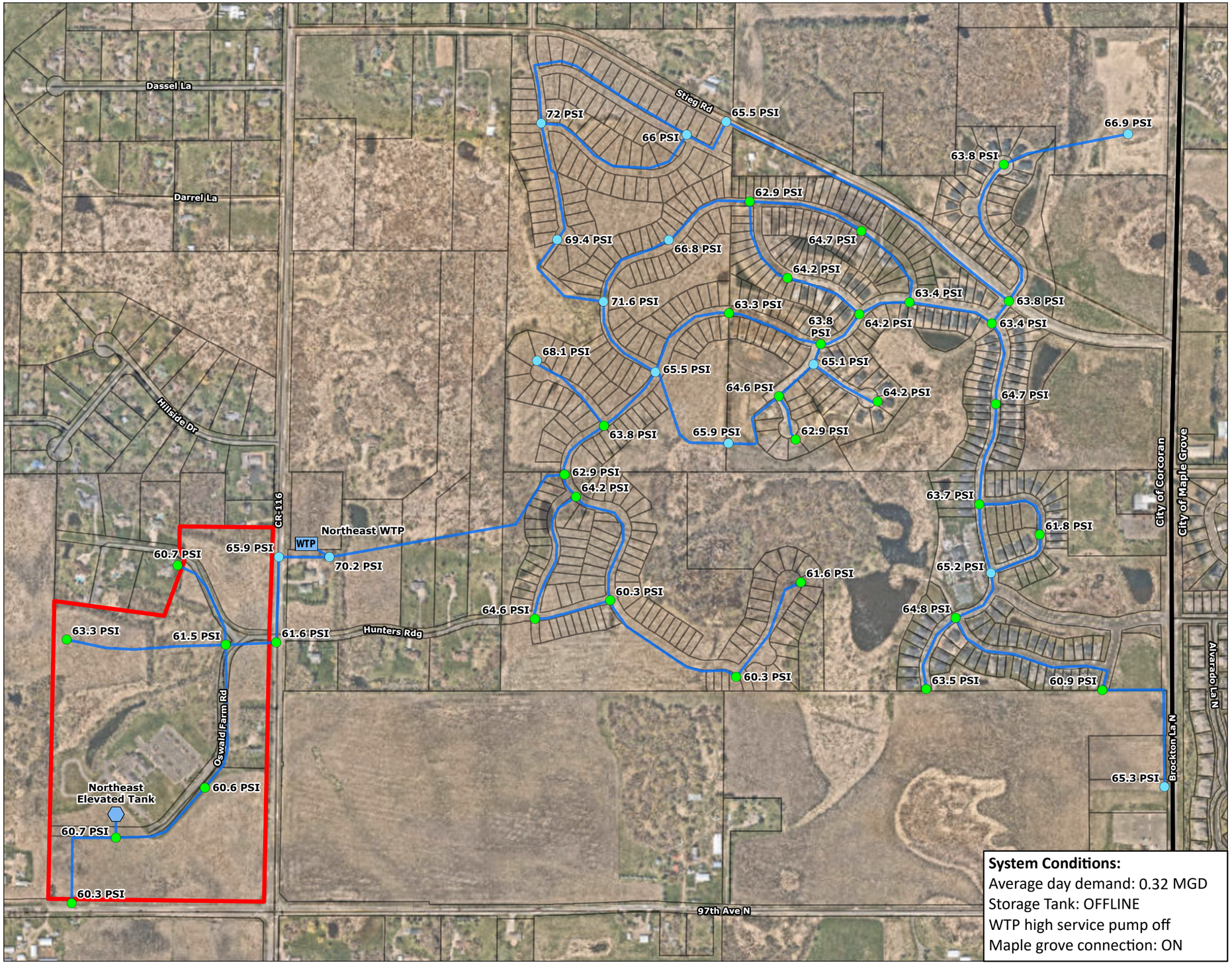
Notes

1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Hennepin County
3. Background: Hennepin County 2020 Imagery

System Conditions:

Maximum day demand: 0.95 MGD
Storage Tank: 10 ft below overflow
WTP high service pump off
Maple grove connection: OFF

Stantec



System Conditions:
Average day demand: 0.32 MGD
Storage Tank: OFFLINE
WTP high service pump off
Maple grove connection: ON

Figure No.
4

Title
Average Day Water Distribution System Pressure: Maple Grove On

Client/Project 193806102
City of Corcoran
Hope Church Development

Project Location
T119N, R23W, S11
Corcoran, Hennepin Co., MN

Prepared by BS on 2023-03-30

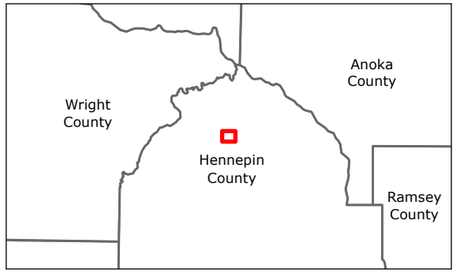
N

0 300 600 Feet
(At original document size of 11x17)
1:7,200

Legend
- County Parcels
- Municipal Boundaries
- Hope Community Church Development Location

Water System Facility
- WTP Water Treatment Plant
- Storage Tank
- Water Main

Water System Pressure
- <35 PSI
- 35-50 PSI
- 50-65 PSI
- 65-80 PSI
- 80-95 PSI
- >95 PSI



Notes
1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Hennepin County
3. Background: Hennepin County 2020 Imagery

Stantec

Figure No.
5

Title
Maximum Day Available Fire Flow: Maple Grove On

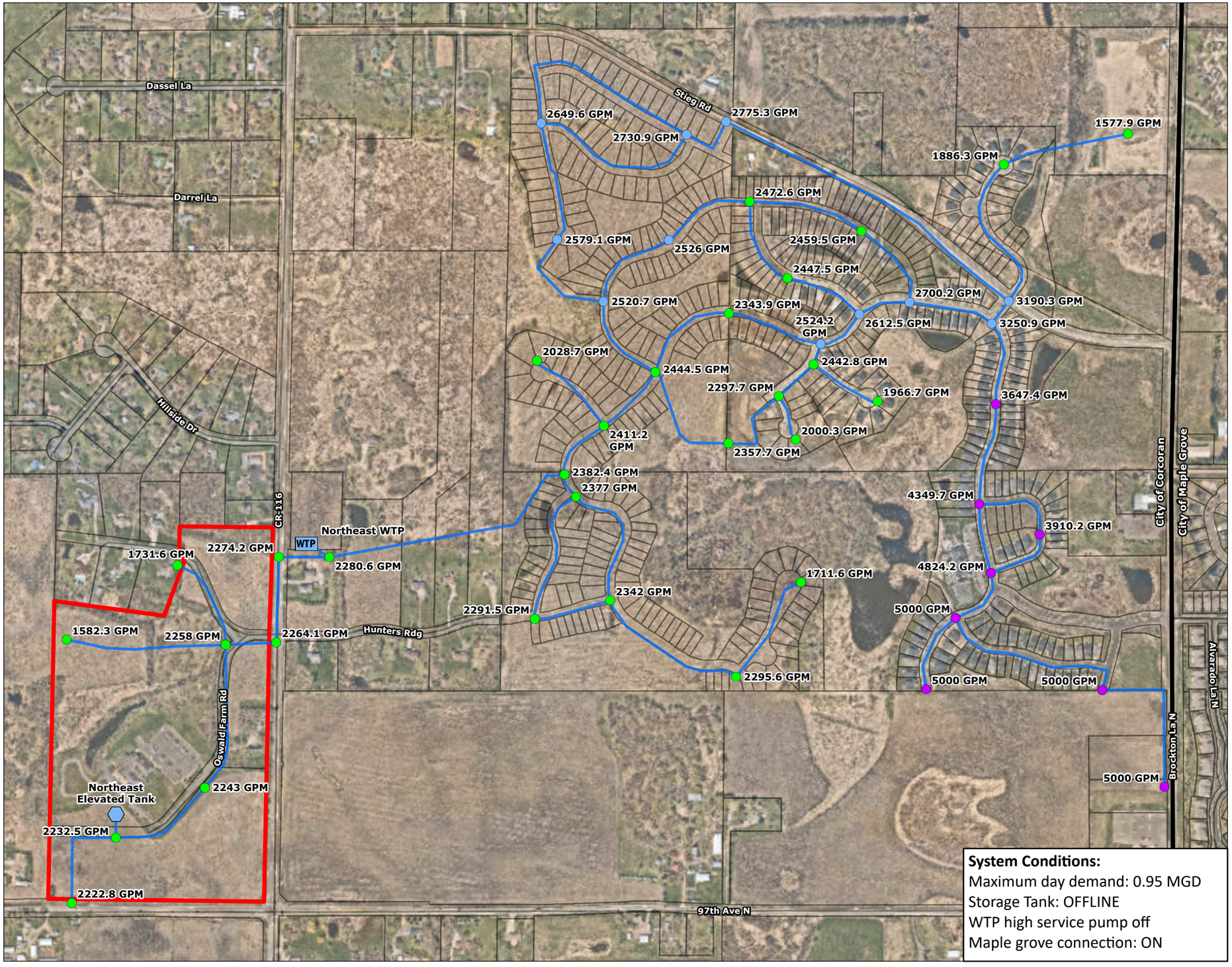
Client/Project 193806102
City of Corcoran
Hope Church Development

Project Location
T119N, R23W, S11
Corcoran, Hennepin Co., MN

Prepared by BS on 2023-03-30

N

0 300 600 Feet
(At original document size of 11x17)
1:7,200



System Conditions:
Maximum day demand: 0.95 MGD
Storage Tank: OFFLINE
WTP high service pump off
Maple grove connection: ON

Legend

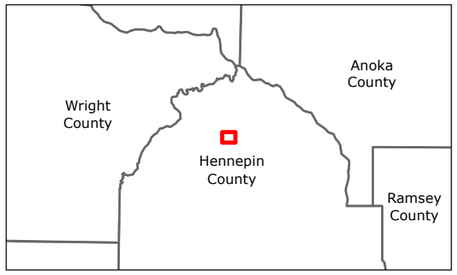
- County Parcels
- Municipal Boundaries
- Hope Community Church Development Location

Water System Facility

- WTP — Water Treatment Plant
- Storage Tank
- Water Main

Available Fire Flow

- 500-1,000 GPM
- 1,000-2,500 GPM
- 2,500-3,500 GPM
- > 3,500 GPM



Notes
1. Coordinate System: NAD 1983 HARN Adj MN Hennepin Feet
2. Data Sources: Hennepin County
3. Background: Hennepin County 2020 Imagery

Stantec

Well Locations from NE Water Feasibility

2021

Stantec

Feasibility Report Supplements

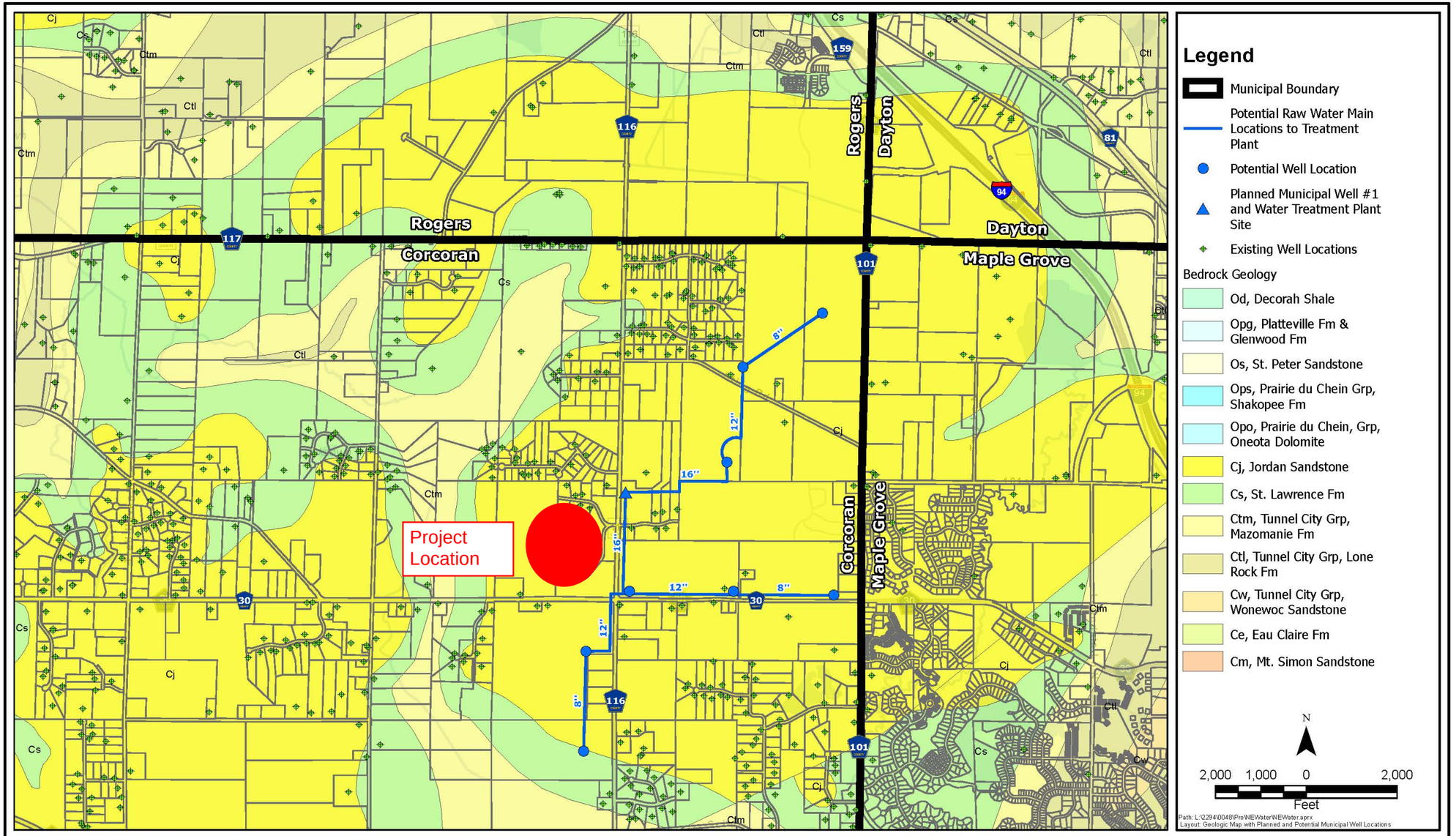
2020 Northeast Water System

June 4, 2021

Prepared for:

City of Corcoran

Figure 1 Geologic Map with Planned and Potential Municipal Well Locations



CITY OF CORCORAN

Geologic Map with Planned and Potential Municipal Well Locations

WENCK
Responsive partner. Exceptional outcomes.

MAY 2021

Figure 1

APPENDIX C

Floodplain

City of Rogers
City of Maple Grove
City of Greenfield
City of Medina
Oakdale Dr
Tessmer Rd
Bechtold Rd
County Road 30
Cain Rd
Trail Haven Rd
93rd Ave N
Foxline Dr
Larsen Rd
Strehler Rd
County Road 19
County Road 10
Meister Rd
County Road 116
Country Rd
Dassel Ln
Stieg Rd
Schutte Rd
Goose Lake
Rush Creek
South Fork Rush Creek
County Road 50
Kalk Rd
Maple Hill Rd
Cook Lake
Larkin Rd
Old Settlers Rd
Blue Bonnet Dr
Brockton Ln N
Jubert Ln
Scott Lake
Homestead Trl
Jubert Lake
Rolling Hills Rd
Willow Dr
Pioneer Trl
Horseshoe Trl
Morin Lake
Mohawk Dr
Hunter Rd
Project Location

City of CORCORAN

2040 COMPREHENSIVE PLAN

Map App C-1
Floodplain

- Municipal Boundary
- 2040 MUSA
- Parcel Boundaries
- Streams
- Lake/Open Water
- Floodway

100 Year Floodplain
- A
- AE

500 Year Floodplain
- 0.2 PCT ANNUAL CHANCE FLOOD HAZARD

3,000 1,500 0 3,000
Feet

N

Path: V:\2277\resource\gis\Corcoran\Pro\Comp_Plan\Comp_Plan.aprx
Date: 2023-03-27 Time: 9:12 AM User: kberglund

Stormwater Modeling Guidelines

Stantec

Stormwater Guidelines for Development
March 2019

Issue

Cities changing from rural to urban development are challenged by the additional stormwater generated due to construction of impervious surfaces, along with the offsite infrastructure, or lack thereof, to manage effectively. To standardize the modeling and review process, the guidelines below were created for efficiency.

Note: A watershed approval is required per Elm Creek WMO rules, which also reviews flow rates, water quality and volume management.

Modeling

Watershed Information

- Provide an aerial photo of the development that includes the overall watershed and subwatershed boundaries
- Provide a summary of the acreage to each discharge point leaving the site. Any increase (or decrease) shall be identified.
- Show any floodplain adjacent to project or within the project
- Show downstream water bodies and flow paths
    - Downstream flow paths and water bodies typically need to have elevations, inverts, and condition identified.

Subwatersheds

A HydroCAD model (typically used) has inputs that can vary by user. To minimize resubmittals, review time and effort, the following data shall be utilized.

- Electronic model shall be submitted
- Hydrologic Soil Group (HSG) shall be lowered one category due to the mass grading and compaction of the soils. For example, an existing B soil, shall be modeled as a proposed C soil (unless it remains undisturbed)
- Wetlands, filtration basins, and ponds shall be modeled at CN of 98
- Identify peak rates for storm events and proposed shall be equal or less than existing rates.
    - Note: There are certain conditions where at City's discretion the off-site conditions require a reduction in flow rate from existing rates.
- SWMM (i.e. EPA-, XP-, or PC-) models can be submitted for review, however these increase review time.

Model Setup for Outlet Control Structures, NWLs and Infiltration

- The model's flow control structures (OCS, culverts, etc.) shall match the construction plan information. During the plan and model review both may be modified and revised
- Individual detail plates are required for each OCS, and individual plates shall have inverts identified
- A pond or wetland NWL (and model starting elevation) shall be set at the constructed outlet control elevation.
    - No live storage shall be utilized below the controlling OCS elevation.
    - No live storage shall be used for filtration shelves on ponds below controlling OCS elevation
- If a pond or wetland has an NWL (wet surface), infiltration shall not be used in flood routing.
- If a pond has filtration BMP causing drawdown below the NWL, this drawdown elevation shall not be used as the NWL for flood routing. (Filtration has a slower release time and during wet periods is not available as live storage).

Construction Plans

Catch Basins

- Street drainage shall be sufficient to manage the 10-year event

- Typical a CB inlet capacity is 2 to 2.5 CFS, and CBs shall be spaced accordingly
- Three inches (0.25 feet) of head on a CB will inundate a street centerline (2% slope).
- Spacing is 200 to 250 feet using longitudinal street dimensions of 40 feet from road centerline to half the house footprint (assumes rear half of house drains to rear yard). Dimensions equal 10,000 SF.
- CBs may be required on both sides of ped ramps to capture flows

Natural Drainage Features

- Waterbodies receiving urban drainage (wetlands, ditches, gullies) may need to have OCS installed, erosion protection, or reduced flow rates to allow the feature to function over the long term due to more consistent flows from increased impervious via development
- Offsite work may be necessary and City will assist with coordination, easements, etc.

HWLs and EOFs

- The freeboard requirements are:
    - Low Opening is a minimum of two feet above the HWL
    - Low Opening is a minimum of two feet above the EOF
- EOFs shall be accurately shown and as builts are required. The highest point shall be the EOF (for example top of curb) since this is the controlling elevation
    - In certain instances, channel calculations of the swale may be required to show the EOF has capacity to manage estimated flow
- Overland EOFs are preferred, however if a second pipe serves as an EOF then modeling will include a 100-year event using the second pipe (EOF) as the only outlet (primary outlet plugged).

Rear Yards

- Rear yards or swales less than 2% shall have draintile. Typically, every two to three lots will require rear yard CBs.

Sump Connections

- Houses adjoining a wetland or pond do not need individual sump connection
- Others will have access to rear yard stormsewer.

Offsite Impacts

Adjacent Parcels

- City will review adjacent parcels (downstream and upstream) for impacts from volume, point discharge, etc. and may require off site improvements. City will assist in coordination of any off site work.
- Off site water quality improvement projects may be determined by the City for assistance with compliance with City's TMDL approach of implementing improvements upon development.
- FEMA modifications may be necessary due to development and implemented by City.

II

Agenda Item: 7d.

City of Corcoran
County of Hennepin
State of Minnesota

May 25, 2023

RESOLUTION NO. 2023-51

Motion By:
Seconded By:

A RESOLUTION APPROVING BEER AND LIQUOR LICENSES IN THE CITY OF CORCORAN, MINNESOTA

BE IT RESOLVED, by the City Council of the City of Corcoran that the following Liquor and 3.2 Malt Liquor Licenses are granted a conditional license effective July 1, 2023, through June 30, 2024, to the following establishments and licensees provided the appropriate application and insurance documents are submitted and payment for the license is made, and background investigation, and Fire Marshal inspection of liquor license establishments are completed.

BE IT FURTHER RESOLVED, if a licensee has provided payment for the license, appropriate paperwork, background investigation, and the Fire Marshal inspection is completed, the licensee application will be considered complete and granted fully with no conditional status required.

ESTABLISHMENT	**LICENSEE**	**LICENSES**
Stanchion Bar	Stanchion Bar, Inc.	On-Sale Liquor Off-Sale Liquor Special "On-Sale Sunday" 2:00 AM Liquor License
Mama G's	Mama G's Operations LLC	On-Sale Liquor Off-Sale Liquor Special "On-Sale Sunday"
Golden Acres Golf Course	Pheasant Acres Golf Club	On-Sale Liquor Special "On-Sale Sunday"
Shamrock Golf Course	Shamrock Golf Operations LLC	On-Sale 3.2 Liquor On-Sale Wine

City of Corcoran *May 25, 2023*
County of Hennepin
State of Minnesota

RESOLUTION NO. 2023-51

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Schultz, Alan**	☐ **Schultz, Alan**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 25th day of May, 2023.

_____
Tom McKee – Mayor

ATTEST:

City Seal

_____
Michelle Friedrich – City Clerk

Agenda Item: 7e.

City of Corcoran
County of Hennepin
State of Minnesota

May 25, 2023

RESOLUTION NO. 2023-52

Motion By:
Seconded By:

A RESOLUTION APPROVING TOBACCO LICENSES IN THE CITY OF CORCORAN, MINNESOTA

BE IT RESOLVED, by the City Council of the City of Corcoran that the following Tobacco Licenses are granted a conditional license effective July 1, 2023, through June 30, 2024, to the following establishments and licensees provided the appropriate application and insurance documents are submitted and payment for the license is made, and background investigation, and applicable inspections of license establishments are completed.

ESTABLISHMENT	LICENSEE	LICENSES
Corcoran Crossroads Market Place	Harikrishna LLC	Tobacco
Mama G's	Mama G's Operations LLC	Tobacco
The Original Tom Thumb	HJRAE, LLC	Tobacco

VOTING AYE
- ☐ **McKee, Tom**
- ☐ **Bottema, Jon**
- ☐ **Nichols, Jeremy**
- ☐ **Schultz, Alan**
- ☐ **Vehrenkamp, Dean**

VOTING NAY
- ☐ **McKee, Tom**
- ☐ **Bottema, Jon**
- ☐ **Nichols, Jeremy**
- ☐ **Schultz, Alan**
- ☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 25th day of May, 2023.

_____
Tom McKee – Mayor

ATTEST:

City Seal

_____
Michelle Friedrich – City Clerk

STAFF REPORT **Agenda Item: 7f.**

Council Meeting: May 25, 2023	**Prepared By:** Maggie Ung
Topic: 2023 Clean Up Day	**Action Required:** Approval

Summary

On Saturday, May 6, the City of Corcoran held its annual Clean Up Day event at the Public Works facility.

The overall goals of the event are to provide an opportunity for residents to economically dispose of their “junk” rather than abandon it on the roadsides and to help protect our natural resources.

This year’s event included a total of 131 vehicles with a cash donation of $20 received during the event. Corcoran staff and volunteers helped make this event successful, moving the line as fast as possible and helping residents sort through, unload and dispose of items.

Financial/Budget

Expenditure and revenue were included in the 2023 budget. Staff planning time was involved and a total of 17 staff members assisted on the day of the event and funded through budgeted overtime expense.

Options

1. Approve Resolution 2023-47 Recognizing Corcoran Clean Up Day Work and Accepting Donation.
2. Decline Resolution 2023-47 Recognizing Corcoran Clean Up Day Work and Accepting Donation.

Recommendation

Approve Resolution 2023-47 Recognizing Corcoran Clean Up Day Work and Accepting Donation.

Council Action

Consider a motion to approve Resolution 2023-47 Recognizing Corcoran Clean Up Day Work and Accepting Donation.

Attachments

1. Resolution 2023-47 Recognizing Corcoran Clean Up Day Work and Accepting Donation

City of Corcoran
County of Hennepin
State of Minnesota

May 25, 2023

RESOLUTION NO. 2023-47

Motion By:
Seconded By:

A RESOLUTION RECOGNIZING CITY CLEAN UP DAY WORK AND ACCEPTING DONATION

WHEREAS, the City of Corcoran recognizes the work of staff and volunteers at the City Clean Up Day; and

WHEREAS, the City Council of the City of Corcoran, Minnesota, is authorized to accept donations of real or personal property pursuant to Minnesota Statutes Section 456.03 for the benefit of citizens, and is specifically authorized to accept gifts; and

WHEREAS, the City received an in-kind donation during City Clean Up Day in the cash amount of $20; and

WHEREAS, the City Council finds that it is appropriate to accept the donation as offered for the benefit of the City of Corcoran, and residents;

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Corcoran acknowledges the generosity of the donator and graciously accepts the donation and recognizes staff and volunteers.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Schultz, Alan**	☐ **Schultz, Alan**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 25th day of May 2023.

_____
Tom McKee – Mayor

ATTEST:

_____
Michelle Friedrich – City Clerk

City Seal

City of Corcoran
County of Hennepin
State of Minnesota

May 25, 2023

RESOLUTION NO. 2023-48

Motion By:
Seconded By:

A RESOLUTION APPROVING TEMPORARY ON-SALE LIQUOR LICENSE IN THE CITY OF CORCORAN, MINNESOTA

BE IT RESOLVED, by the City Council of the City of Corcoran that the following Liquor License is granted effective for the dates as indicated, to the following Licensee, provided appropriate application and insurance documents are submitted and satisfactory background check completed by the Corcoran Police Department.

LICENSEE	LICENSE	LICENSE EFFECTIVE DATE
Hamel Rodeo, Inc. PO Box 141 Hamel, MN 55340	Temporary Liquor License	July 6-9, 2023 *Hamel Rodeo at Corcoran Lions Park*

☐ **McKee, Tom**
☐ **Bottema, Jon**
☐ **Nichols, Jeremy**
☐ **Schultz, Alan**
☐ **Vehrenkamp, Dean**

☐ **McKee, Tom**
☐ **Bottema, Jon**
☐ **Nichols, Jeremy**
☐ **Schultz, Alan**
☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 25th day of May, 2023.

_____
Tom McKee - Mayor

ATTEST:

City Seal

_____
Michelle Friedrich – City Clerk

STAFF REPORT **Agenda Item: 8a.**

City Council Meeting: May 25, 2023	**Prepared By:** Natalie Davis McKeown
Topic: Planned Unit Development (PUD) District Standards Zoning Ordinance Amendment (City File No. 22-045)	**Action Required:** Approval

60-Day Review Deadline: N/A

1. Request

The City Council is asked to take final action on proposed amendments to the Zoning Ordinance related to review standards for Planned Unit Development (PUD) districts.

2. Planning Commission Review:

The Planning Commission reviewed this item at a public hearing on May 4, 2023. The Commission reviewed and provided feedback on the following options:

- Option 1
  - A review system based on points.
  - PUDs would need to meet a threshold of 75% of available points for a staff recommendation of approval to be forwarded to the Commission and Council.

- Option 2
  - An unweighted review system.
  - The points document would be converted to a public benefit policy document without points while still defining what the City considers to be a public benefit and guiding negotiations with developers.

The Planning Commission recommended (4-1; Horn nay) proceeding with Option 2 with some additional verbiage changes. This recommendation is incorporated into the below staff report and attached Ordinance.

3. Background

Updating the Planned Unit Development (PUD) ordinance was identified as a City Council priority in 2022. Staff and Council held work sessions to review the PUD ordinance on July 28, 2022, October 27, 2022, and January 26, 2023. In July, staff was directed to identify basic standards for PUDs, create a points system to aid in the review of public benefits offered by PUD proposals, as well as create a super majority (4/5) threshold for approval of all PUDs. At the October work session, staff was directed to test out the draft points system on the Tavera development and determine options for allowing a vote to proceed if only three Council members are seated at a meeting to avoid running up against the review deadline. During the

January work session, Council and staff worked through questions pertaining to open space and the points threshold for review.

Council asked staff to bring the ordinance draft to the joint work session with the Planning Commission on February 9, 2023, to give the Commission a chance to provide feedback on the overall draft, proposed point categories to capture PUD benefits, the super majority approval requirement, and when the required neighborhood meeting should take place. An in-depth discussion was held about the proposed changes at the work session. However, the Commission was not able to provide feedback on the categories and point allotments within the proposed points system. The Council directed staff to bring the points system back for discussion with the Planning Commission at the March 2nd meeting. Due to a series of unforeseen circumstances, the Planning Commission in March was cancelled due to a lack of a quorum. However, Planning Commissioners submitted individual feedback to staff that was forwarded to the City Council for further discussion on March 23.

On March 23rd, there continued to be debate on the points system among Council members. Staff clarified that if the goal is to add standards to the PUD district, the points system will meet this goal, but some discretion may be lost. If the goal is to retain Council/City discretion in the review of PUD proposals, then staff suggested moving away from a define threshold and create an unweighted list of public benefits to still incorporate the work completed so far in defining the goals of the City. On April 13th the Council directed staff to move forward with a public hearing on both options.

4. Analysis

Proposed Changes

The Ordinance is attached to this report. Below is a summary of the proposed changes.

Purpose and Intent

Based on conversations with the Council, the purpose and intent (Subd. 1 and 2) of the PUD district are updated to expand on the development goals and expectations of the PUD.

Applicability

The applicability section of the ordinance (Subd. 3) is updated to clarify instances where a PUD district can be established.

Allowed Uses

Several provisions are added to Subd. 4 to limit adding uses within a PUD that are not typically allowed in the underlying zoning district/land use category. Under these changes, a PUD located in a low-density residential area (as guided on the 2040 Comprehensive Plan) is limited to identified uses within RSF-1, RSF-2, and RSF-3. PUD proposals could include twin-homes in these areas of the City, but townhomes would not be allowed in low density areas under this new language.

Presumptive Performance Standards

Some language is modified in Subd. 5 to clarify that the district regulations of the most related underlying zoning district are presumed to be the performance standards of a PUD unless specific flexibility is granted.

Design Standards

Subd. 6 is now focused on design standards. Several basic design standards were added that must be met by all PUDs unless otherwise noted in this section.

- Appropriate Integration.
    - PUDs must integrate into existing and proposed surrounding development. This can be done through similar lot sizes, density, setbacks, or design as well as continuation of existing land uses, architectural transitions, and landscaped buffers.

- Variance and Enhanced Design.
    - Residential PUDS should include a wide variety of exterior styles and footprints.
        1. A minimum of 5 styles for detached homes.
        2. A minimum of 2 styles for attached homes.
    - Where a wide variety of styles does not make sense (e.g., apartment buildings and non-residential PUDs), the PUD should include enhanced building design that exceeds the minimum architectural standards within the Code.

- Open Space
    - Low-density residential PUDs (excluding Open Space & Preservation Plats within the Rural Residential and Urban Reserve districts) are now required to provide a minimum amount of open space in exchange for a reduced minimum lot width. Proposals with lots of at least 72’ wide are not required to set aside additional open space. As lot width decreases from 72’, the amount of required open space increases.
    - While preparing for the public hearing, staff became aware of two areas of concern regarding the open space requirement.
        1. The previous draft did not appear to allow recreational components, such as bocce ball courts and pools, within the required open space.
            - After reviewing some theoretical and potential applications of this rule, the open space requirement may greatly limit the ability for a development to include amenity space for their residents as they will also need space to incorporate additional public benefits and newly adopted standards such as a buffer yard.
            - While not all developments include amenity space, it is fairly typical for there to be community recreational features to offset smaller individual yards with less recreational capacity.
            - There is a slight concern that if an HOA no longer sees value in upkeeping the open space over time, they could willingly default on the common space rather than continue the responsibility handed to them by the developer. The open space would then become the City’s responsibility. While there are provisions the City inserts into HOA documents and PUD approvals to prevent

this from happening as much as possible, an unknown degree of risk remains.
    - The Planning Commission recommended recreational facilities be allowed within the required open space.
2. The open space requirements, particularly for lots with a width of greater than 55', may actually encourage smaller lots.
    - Staff reviewed a potential concept plan application that included a variety of lot widths and a minimum lot width of 65'. Due to constraints of the site, flexibility would be needed from several other ordinance requirements, so a PUD would be the best tool for developing the site. The concept was already slightly below the density minimum of 3 units per acre. Additionally, it appeared there would not be enough available upland to meet a 12% open space requirement while accommodating the larger lot widths. This would mean the minimum lot widths would need to be reduced to below 65', and in turn this means the open space requirement would increase to 15% at the same time. This would then likely result in lot widths of 55' or less. This seems counter to the goals of the Council.
    - Since PUDs are a vehicle to avoid variances, staff and the Planning Commission recommend adding language that provides the Council with authority and discretion to waive or reduce the open space requirement as it may make sense for individual sites and applications.
    - It may also make sense to re-evaluate the table to only apply to lot widths of less than 65'. Section 1040.050, Subd. 1 of the Zoning Ordinance explains that the RSF-3 district is intended to be the primary single-family zoning district and establishes a minimum lot weight of 65'. It is already proving difficult for these district standards to be satisfied while meeting the density minimum without an additional open space requirement. An additional open space requirement for lot widths of 65' or more may result in unintended consequences such as discouraging lot sizes between 65'-72' and/or decreasing the ability for additional public benefits to be accommodated on the site.

- Current language in the draft based on the Planning Commission recommendation:

C. *Open Space*. A low-density residential PUD shall provide a percentage of the project area as open space based on the requested lot width minimum as shown in the subsequent table.

Proposed Lot Width	**Required Open Space**
72' or more	0%
Less than 72' – 65'	7%
Less than 65' – 55'	12%

Less than 55'	15%

I. If the PUD is to be developed in phases, the applicant must include the entire site to be designated as open space in the plat of the first phase of development.

II. Open space is a vegetated area or areas available for the common use of and is accessible by all residents or occupants of the buildings within the PUD.
   a. Open space shall consist of upland and be calculated on a net basis which excludes private yards, private streets from back of curb to back of curb, public rights-of-way, or any other non-recreational impervious surface area.
   b. Areas within easements shall be used in calculating open space unless the easement is over an inaccessible and/or unusable space such as wetlands or stormwater ponds.
   c. The calculation will be based off the net pre-development area.
   d. Dedicated parkland or trails shall not be used in calculating open space for a development if it is anticipated in the 2040 Comprehensive Plan.
   e. Outdoor recreational facilities or structures can be placed within the open space to be used by the residents of the development such as courts, pools, and gazebos. However, enclosed structures such as club houses or sheds cannot be placed within the open space.
   f. The applicant shall be required to submit an open space plan along with the PUD development plan. The open space plan will illustrate the use and/or function of the open space area or areas. The open space plan shall include any proposed improvements and/or design of the open space area.

III. These open space requirements do not apply to Open Space & Preservation PUDs in the Rural Residential and Urban Reserve zoning districts.

IV. The Council can waive or reduce the open space requirement at their discretion when an applicant shows that the open space cannot be accommodated with other City requirements (including a minimum density of 3 units per acre) and/or proposed public benefits.

- Perimeter Buffer.
  - Homes along arterial and major collector roads must be screened with a landscaped buffer.

- Public Accessibility.
  - PUDs that include natural features (e.g., lakes and creeks) must provide public access to these features.

- Discretionary Standards.

- Language is provided to allow the City Council to impose additional standards on PUDs as a part of the negotiation process.

Additionally, a few prohibited features and modification requests are outlined.

- PUDs cannot request less than a 15-foot side separation between detached dwellings.
- The “wall of homes” effect is a prohibited design feature. This occurs when detached homes are placed along interior roads that run parallel to arterial roadways.
- Screening and buffering standards cannot be reduced unless there is a site constraint, an alternative method proposed that meets the intent of the requirements, and/or the required screening is relocated to a more beneficial location within/along the development.

PUD Benefits

Subd. 7 discusses the review process as it relates to public benefits. The attached Ordinance language is updated to reflect the following Planning Commission recommendation of moving away from the points and utilizing an unweighted list of public benefits (also referred to as the “PUD Public Benefit Policy”:

Subd. 7. **PUD Benefits**. PUDs are expected to provide a combination of public benefits in exchange for flexibility in Zoning Ordinance requirements. All new PUDs that have not submitted a sketch plan for City Council review prior to 5/25/2023 shall be reviewed against Corcoran’s PUD Public Benefit Policy, hereby made a part of this Section, as may be amended from time to time.

A. PUDs should seek to satisfy several of the identified public benefits in the PUD Public Benefit Policy. The size of the PUD, constraints of the site, and flexibility requested will be considerations for the City in determining whether an appropriate amount of public benefits are proposed to justify granting the PUD district.

B. If an applicant would like the City Council to consider a potential benefit not captured by the PUD Public Benefit Policy, this should be discussed with staff and Council as part of the concept plan.

C. A PUD that offers tree preservation as a public benefit will be required to replace any removed trees that were intended for preservation on a 1:1 caliper inch basis.

D. PUDs for Open Space and Preservation plats in Rural Residential and Urban Reserve districts are not subject to the PUD Public Benefit Policy.

Staff prepared ordinances and a resolution with findings of fact based on the Planning Commission recommendation. If the City Council decides to move forward with the previously discussed points system, the Council should direct staff to prepare a new Ordinance that reverts the language to refer to the PUD Points System. If the points system were to be adopted, the Planning Commission and staff recommend clarifying the threshold for applying points to projects with at least 30 net developable acres.

Neighborhood Meeting

A neighborhood meeting is now required of all PUDs prior to the submittal of a preliminary PUD development plan. Until the neighborhood meeting is held, a PUD application is considered incomplete.

Four-fifths Majority of Seated Council

The last update to the PUD process is it will now require a 4/5 vote of the seated Council at the time of the vote for a PUD application to be approved.

Policy Document

The Planning Commission recommendation recommended for the Council to move forward with the "PUD Public Benefit Policy". This document is attached. Also attached is the original "PUD Points System" for reference. The following changes were made between the last time Council reviewed the points system and now based on the direction from Council:

- Under the Points System, the maximum point value of any category is 30 points instead of 50.
- Under both options, quantified parameters based on the newly adopted Buffer Ordinance are applied to #9. Exceptional Landscaping to Buffer Homes from Major Roads.
- Under the points, use of native plants (#18) was increased to 10 points.
- Under both options, a new category was added to encourage use of the preferred tree list in the NE District Plan.
- Under both options, a new category was added to encourage use of larger trees at the time of planting.
- Under the unweighted policy, approximate thresholds are provided for some categories that were more formulaic in nature under the points system. For example, in order to meet the public benefit of having a percentage of homes within ¼ mile of a focal point, a development would need to have approximately 20% of the homes within ¼ mile of a focal point for the intent of the benefit to be satisfied.

5. Recommendation

The Planning Commission recommendation is included in the attached Ordinance 2023-486. If the Council agrees with this recommendation, the Council may make a motion to adopt the following as drafted or with minor modifications:

1. Ordinance 2023-486
2. Summary Ordinance 2023-487 for publication
    a. 4/5 Majority Required
3. Resolution 2023-49 with Findings of Fact

If the Council prefers to proceed with the PUD Points System, it would be easiest for Council to direct staff to prepare a new ordinance to be brought back at the June 8, 2023, City Council regular meeting.

Attachments:

1. Ordinance 2023-486

2. Summary Ordinance 2023-487
3. Resolution 2023-49 with Findings of Fact
4. PUD Public Benefits Policy
5. PUD Points System

City of Corcoran
County of Hennepin
State of Minnesota

May 25, 2023

ORDINANCE NO. 2023-486

Motion By:
Seconded By:

AN ORDINANCE AMENDING THE TEXT OF SECTIONS 1040.140 AND 1070.010 OF THE ZONING ORDINANCE OF THE CORCORAN CITY CODE RELATED TO PLANNED UNIT DEVELOPMENTS (CITY FILE 22-045)

THE CITY OF CORCORAN ORDAINS:

SECTION 1. Amendment of the City Code. The text of Section 1040.140 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

1040.140 – PUD (PLANNED UNIT DEVELOPMENT)

Subd. 1. Purpose. In return for greater flexibility in site design requirements, the Planned Unit Development (PUD) district is expected to deliver creative community designs of exceptional quality. PUDs shall honor the rural character of Corcoran by prioritizing nature through preservation, restoration, and/or enhancement of the natural systems that sustain the City. PUDs will include a combination of public benefits such as above-average open space amenities; incorporate creative design in the layout of buildings, open space, and circulation; assure compatibility with surrounding land uses and neighborhood character; and provide greater efficiency in the layout and provision of roads, utilities, and other infrastructure. ~~The purpose of the PUD, Planned Unit Development District, is to promote creative and efficient use of land by providing design flexibility~~ A PUD can be used in the development of residential neighborhoods and/or nonresidential areas in a manner that would not be possible under a conventional zoning district. The decision to zone property to PUD is a public policy decision for the City Council to make in its legislative capacity.

Subd. 2. Intent. The intent of this district is to include most of the following:

I. Provide for the establishment of PUD districts in appropriate settings and situations to create or maintain a development pattern that is consistent with the City's Comprehensive Plan.

II. Potentially ~~A~~allow for the mixing of land uses within a development when such mixing of land uses is determined to be compatible with the surrounding area and could not otherwise be accomplished under the existing zoning and subdivision regulations.

III. Provide for variations to the strict application of the land use regulations to improve site design and operation, while at the same time incorporating design elements~~, e.g. construction materials, landscaping, lighting, etc.,~~ that exceed the City's standards to offset the effect of any variations. Desired design elements may include the following: innovative design, integration of historical or rural structures and design elements, utilization of newly established technologies in

building design, special construction materials, additional landscaping, creating parking and pedestrian connections, stormwater management, pedestrian-oriented design, or transitions to residential neighborhoods.

IV. Promote more creative and efficient approach to land use within the City, while at the same time protecting and promoting the health, safety, comfort, aesthetics, economic viability, and general welfare of the City.

V. Preserve and enhance natural features, ~~and~~ open spaces, trees, and scenic views.

VI. Maintain or improve the efficiency of public streets and utilities.

VII. Ensure appropriate transitions between differing land uses.

VIII. Ensure high quality of design and designs that are compatible with surrounding land uses, including existing and planned.

Subd. 3. ~~Application~~ Applicability. A PUD district shall not be established for parcels guided in the Comprehensive Plan for Rural/Ag Residential and Rural Service/Commercial, except where allowed for an Open Space Preservation Plat. ~~It will be used in areas guided Mixed Use or Mixed Residential on the Land Use Plan and in other areas where~~ A PUD district can be established for parcels guided in the Comprehensive Plan as any other land use designation than those stated above when the City finds that the proposal meets the intent of ~~this~~ the PUD district.

Subd. 4. Allowed Uses. ~~All permitted uses, permitted accessory uses, conditional uses, and interim uses contained in the underlying zoning districts shall be treated as potentially allowable uses within a PUD district.~~ Uses within the PUD will generally be limited to those uses considered associated with the general land use category shown for the area on the City's Comprehensive Plan.

A. *Low Density Residential*. PUDs located on land that is guided for existing and low density residential shall be limited to permitted and accessory uses in addition to uses allowed by conditional, interim, and/or administrative permit as contemplated with the following single-family residential districts: RSF-1, RSF-2, and RSF-3.

B. *Presumption of Underlying Zoning District.*

I. PUDs located on land that is guided as one of the land use designations in the table below will be presumed to include permitted and accessory uses in addition to uses allowed by conditional, interim, and/or administrative permits of the underlying zoning district(s) associated with the land use designation.

Land Use Designation in Comprehensive Plan	**Underlying Zoning District**
Medium Density Residential	RMF-1
Mixed Residential	RMF-2
High Density Residential	RMF-3

Mixed Use	GMU and DMU
Commercial	C-1 and C-2
Business Park	BP
Light Industrial	I-1
Public/Semi-Public	PI

II. Additional uses not contemplated in the underlying zoning district may be approved by Ordinance if the Council determines such uses to be compatible with the intent of the underlying zoning district.

C. *Mixed Use*. PUDs located on land guided as mixed use are expected to include a combination of residential and commercial uses.

Subd. 5. **Presumptive Performance Standards**. ~~Lot Dimensions, Setbacks and Building Heights~~. The district regulations (e.g., minimum lot dimensions, building height, and building coverage ratio) of the most closely related underlying zoning district shall be considered presumptively appropriate, but may be departed from to accomplish the purpose and intent described in this Section.

Subd. 6. **Design Standards**. The PUD plan establishes the requirements for a PUD and shall govern land uses and design. The following is a list of minimum standards required of PUDs:

A. *Appropriate Integration.* PUDs shall be appropriately integrated into existing and proposed surrounding development. This does not mean the PUD reflects the specific standards of the surrounding area such as lot size, density, setbacks, or design. While integration may be achieved through such standards, it may also be achieved through continuation of existing land use types, architectural transitions, landscaping buffering, or other means.

B. *Variety and Enhanced Design.* Since PUDs are expected to exceed standards, most residential PUDs should include a wide variety of styles. Style refers to the exterior image and footprint, not the floor plan. Where a wide variety of styles does not make sense, the PUD should include enhanced building design that exceeds underlying standards.

I. PUDs with detached homes must provide house elevations for approval. There should be no less than 5 styles of detached homes.

II. PUDs with attached homes (not including apartment buildings) must include no less than 2 styles.

III. For PUDs without a residential component, applicants must provide material boards with renderings for design evaluation.

C. *Open Space*. A low-density residential PUD shall provide a percentage of the project area as open space based on the requested lot width minimum as shown in the subsequent table.

Proposed Lot Width	**Required Open Space**

72' or more	0%
Less than 72' – 65'	7%
Less than 65' – 55'	12%
Less than 55'	15%

I. If the PUD is to be developed in phases, the applicant must include the entire site to be designated as open space in the plat of the first phase of development.

II. Open space is a vegetated area or areas available for the common use of and is accessible by all residents or occupants of the buildings within the PUD.
   a. Open space shall consist of upland and be calculated on a net basis which excludes private yards, private streets from back of curb to back of curb, public rights-of-way, or any other non-recreational impervious surface area.
   b. Areas within easements shall be used in calculating open space unless the easement is over an inaccessible and/or unusable space such as wetlands or stormwater ponds.
   c. The calculation will be based off the net pre-development area.
   d. Dedicated parkland or trails shall not be used in calculating open space for a development if it is anticipated in the 2040 Comprehensive Plan.
   e. Outdoor recreational facilities or structures can be placed within the open space to be used by the residents of the development such as courts, pools, and gazebos. However, enclosed structures such as club houses or sheds cannot be placed within the open space.
   f. The applicant shall be required to submit an open space plan along with the PUD development plan. The open space plan will illustrate the use and/or function of the open space area or areas. The open space plan shall include any proposed improvements and/or design of the open space area.

III. These open space requirements do not apply to Open Space & Preservation PUDs in the Rural Residential and Urban Reserve zoning districts.

IV. The Council can waive or reduce the open space requirement at their discretion when an applicant shows that the open space cannot be accommodated with other City requirements (including a minimum density of 3 units per acre) and/or proposed public benefits.

D. *Perimeter Buffer*. PUDs shall provide a landscaping buffer to screen homes from arterial and major collector roads.

E. *Public Accessibility*. When a PUD includes natural features such as creeks, streams, ponds, and lakes, the PUD shall provide public access to these features.

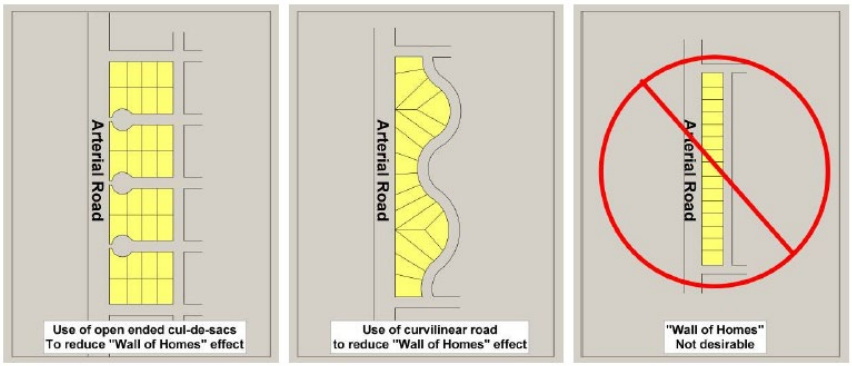
F. *Discretionary Standards.* In addition to the above standards, the City Council may impose such other standards for a PUD project as are reasonable and as the

Council deems are necessary to protect and promote the general health, safety, and welfare of the community and surrounding areas.

G. *Prohibited Features and Modifications.*

I. The City will not grant side setbacks that result in less than a 15-foot minimum required separation between two detached dwellings.

II. PUDs with detached homes shall be designed to avoid interior perimeter roads that are parallel to arterial roadways. Roadways should be curvilinear wherever feasible with a variety of building orientation along arterial roadways.



III. PUDs cannot request flexibility from meeting the minimum required screening and/or buffering standards otherwise required in the Zoning Ordinance unless the applicant can show there is a site constraint out of their control that justifies a deviation from these requirements, proposes an alternative screening method that will meet the intent of the requirements, and/or proposes relocating screening methods to a more beneficial location within the development.

Subd. 7. **PUD Benefits**. PUDs are expected to provide a combination of public benefits in exchange for flexibility in Zoning Ordinance requirements. All new PUDs that have not submitted a sketch plan for City Council review prior to 5/25/2023 shall be reviewed against Corcoran's PUD Public Benefit Policy, hereby made a part of this Section, as may be amended from time to time.

A. PUDs should seek to satisfy several of the identified public benefits in the PUD Public Benefit Policy. The size of the PUD, constraints of the site, and flexibility requested will be considerations for the City in determining whether an appropriate amount of public benefits are proposed to justify granting the PUD district.

B. If an applicant would like the City Council to consider a potential benefit not captured by the PUD Public Benefit Policy, this should be discussed with staff and Council as part of the concept plan.

C. A PUD that offers tree preservation as a public benefit will be required to replace any removed trees that were intended for preservation on a 1:1 caliper inch basis.

D. PUDs for Open Space and Preservation plats in Rural Residential and Urban Reserve districts are not subject to the PUD Public Benefit Policy.

Subd. ~~6~~8. **Processing Procedures**. The general sequence for application, review and action on a PUD shall be according to the following procedures:

A. Pre-application Conference

Prior to filing of an application or submittal of a sketch plan the applicant shall arrange for and attend a conference with the Zoning Administrator. The primary purpose of the conference shall be to provide the applicant with an opportunity to gather information and obtain guidance as to the general suitability of the proposal for the area and its conformity to the provisions of this district prior to incurring substantial expenditures in the preparation of plans, surveys, and other data.

B. PUD Sketch Plan

Prior to filing a preliminary PUD development plan application, the applicant shall submit a sketch plan of the project to the Zoning Administrator prior to submission of a formal application. The Zoning Administrator shall refer the sketch plan to the City Council for discussion, review and informal comment. Any opinions or comments provided to the applicant shall be considered advisory only and shall not constitute a binding decision on the request.

The purpose of the sketch plan is to inform the City of the applicant's intentions and to inform the applicant as to the general acceptability of the proposal before extensive costs are incurred.

The PUD Sketch Plan shall be conceptual in nature but shall be drawn to scale and shall contain at a minimum the following:

1. Location map showing the location within the City and more detailed locations on half-section plat maps showing all perimeter property lines.

2. Aerial photograph of the area.

3. General location of all identified natural resources and wetland inventories on and abutting the premise.

4. General location of existing and proposed structures.

5. Tentative access, circulation and street arrangements, both public and private.

6. Amenities to be provided such as recreational areas, open space, walkways, parking, landscaping, etc.

7. A representative example of the style of structures to be constructed.

8. Proposed public sanitary sewer, water and storm drainage.

9. A general statement of concept, identifying the intent of the project and compatibility with the surrounding area.

10. Extent of and any proposed modifications to land within the Overlay Districts as described and regulated in Section 1050.

11. Any other items as may be deemed necessary by City staff.

(Ord. 286, passed 9-25-14)

C. Neighborhood Meeting

Prior to filing an application or submittal of a preliminary PUD plan, the applicant shall arrange and conduct a neighborhood meeting with notice provided to property owners within at least 350 feet of the desired site's perimeter. The primary purpose of this meeting shall be to provide information on a proposed development to surrounding neighborhoods and allow feedback to be provided and incorporated early in the process. An application for a preliminary PUD development plan will not be considered complete until after a neighborhood meeting is held.

D. Preliminary PUD Development Plan

The purpose of the preliminary PUD development plan is to establish the intent, density, and intensity of the proposed development. Upon receipt of the complete application for rezoning to PUD and the preliminary PUD development plan, the item shall be scheduled for a public hearing at the Planning Commission. The Planning Commission shall conduct a public hearing in accordance with the provisions of the City's Code. Upon due consideration, the Planning Commission shall make a recommendation to the City Council.

Following the Planning Commission recommendation, the City Council shall consider the rezoning request and preliminary PUD development plan. At this meeting the City Council shall receive the recommendation from the Planning Commission and a report from the City Staff. Upon due consideration the City Council shall approve, disapprove, or approve with specified modifications and/or conditions by majority vote.

If a preliminary development plan has been denied by the City Council, the owner or applicant may not reapply for the same or similar on the same property for a six (6) month period following the date of the denial.

E. Final PUD Development Plan

The applicant shall submit a final PUD development plan to the City. The Planning Commission shall review the final plan in accordance with the provisions of this Section. The Planning Commission shall review the application to ensure that the proposed final PUD development plan is in substantial conformance with the approved preliminary PUD development plan. Upon due consideration the Planning Commission

shall make their recommendation to the City Council.

Following the Planning Commission recommendation, the City Council shall consider the final development plan. Upon due consideration the City Council shall approve, disapprove, or approve with specified modifications and/or conditions by majority vote.

If the applicant desires, and the City Council concurs, the preliminary and final development plans may be processed concurrently, provided all items required for both applications are submitted.

The rezoning of the property defined in the development plan shall not become effective until such time as the City Council approves an ordinance reflecting said amendment, which shall take place at the time that the City Council approves the final development plan.

Subd. ~~7~~ 9. Required Findings. The Planning Commission and the City Council shall find the following prior to the approval of a preliminary development plan or final development plan:

A. The planned development is not in conflict with the Comprehensive Plan.

B. The planned development is not in conflict with the intent of the underlying zoning district and is compatible with surrounding land uses.

C. The planned development is not in conflict with other applicable provisions of the City's Zoning Ordinance.

D. The planned development or unit thereof is of sufficient size, composition, and arrangement that its construction, marketing, and/or operation is feasible as a complete unit without dependence upon any other subsequent unit or phase.

E. The planned development will not create an excessive burden on parks, ~~schools,~~ streets and other public facilities and utilities which serve or are proposed to serve the planned development.

F. The planned development will not have an undue and adverse impact on the reasonable enjoyment of the neighborhood property.

G. The quality of the building and site design proposed by the PUD plan shall substantially enhance the aesthetics of the site, shall demonstrate higher standards, more efficient and effective uses of streets, utilities and public facilities, it shall maintain and enhance any natural resources within the development, and create a public benefit that is greater than what would be achieved through the strict application of the primary zoning regulations.

Subd. ~~8~~ 10. Preliminary Development Plan Content. The intent of the preliminary development plan is to allow City review of site plan and general development issues, without the need for detailed architectural plans. The applicant shall submit preliminary development plans which include the following:

A. A location map which indicates existing and future land uses.

B. Maps of existing and proposed site features and uses at a minimum scale of 1" = 100' scale which indicates topography in two-foot contours; building outlines; location of significant vegetation; water bodies and wetlands; location of streets, drives and parking areas; and other significant features.

C. A site plan showing all proposed structure and building locations including signs. Plans shall note structure height, general architectural design features and anticipated exterior materials.

D. A preliminary circulation plan indicating pedestrian and vehicular movement systems. This plan shall also include service access and screening for receiving material and trash removal.

E. Preliminary drainage, grading, utility and erosion control plans.

F. A concept landscaping plan illustrating preservation of existing vegetation, and new landscaping and buffer areas.

G. A written report which describes the proposed uses, indicates covenants or agreements which will influence the use and maintenance of the proposed development, describes the analysis of site conditions and development objectives which has resulted in the planned development proposal, and statement of which primary zoning district provisions are being modified by the planned development.

H. A shift of density or intensity of the plan, if applicable. For example, a ten-acre site with seven acres of "Commercial" guiding and three acres of "Medium Density Residential" guiding could be developed with 70 percent of the land area commercial and 30 percent of the land area at the Medium Residential density identified in the Comprehensive Plan. This type of shift would only be allowed as part of a PUD and the location of uses within the site would be determined as part of the PUD process. This implementation technique would not require an amendment to the Land Use Guide Plan Map.

I. Any other information deemed necessary by the City Staff in order to evaluate plans.

J. Twenty copies of the above information shall be submitted no larger than 11 x 17 inches.

K. Five copies of the above information shall be submitted on 24 x 36 inch sheets.

L. For City initiated rezonings to Planned Unit Development District, the preliminary development plan may consist of any information deemed necessary to identify and protect the public interest.

Subd. ~~9~~ 11. Final Development Plan Content. The final development plan shall include all of the

information required for submission of the preliminary development plan plus architectural plans, detailed site, landscaping, grading and utility plans and all additional information which was requested by the planning commission as a result of its review of the preliminary plan. The final plan shall incorporate all recommendations of the planning commission and City Council, or shall indicate how the final plan fails to incorporate the commission's recommendations. The final plan shall also include and reflect all changes in preliminary plan data since the submission of the preliminary plan. The applicant shall submit final development plans which include the following information:

A. A location map which indicates existing and future land uses.

B. Maps of existing and proposed site features and uses at a minimum scale of 1" =100' scale which indicate topography in two-foot contours; building outlines; location of significant vegetation; location of streets, drives and parking areas; and other significant features.

C. Detailed drawings of all proposed structure elevations, including scaled elevations and exterior building materials of all buildings and signs. Samples of all proposed materials which will be used on the exterior of structures may be required with the elevation drawings.

D. Proposed floor plans for all floor levels of multi-family and non-residential buildings, including locations of electrical, mechanical and gas metering equipment, and storage areas for trash and recyclable materials.

E. A landscape plan indicating tree, shrub and ground cover species, size, provisions for plant material watering.

F. A final circulation plan indicating pedestrian and vehicular movement systems. This plan shall also include service access for receiving and trash/recycling removal.

G. A lighting plan showing foot-candle levels, luminaire location, fixture type and height.

H. Rooftop equipment and screening plan and elevation drawings of rooftop equipment and screening of views from adjacent streets and property.

I. A final drainage, grading, utility, and erosion and sedimentation control plan. Such plans shall comply with the requirements of this Ordinance.

J. Identification and delineation of all wetlands on the site including preservation and filling and mitigation.

K. A written report which completely describes the proposal and indicates covenants or agreements which will influence the use and maintenance of the proposed development, describes the analysis of site conditions and development objectives which has resulted in the planned development proposal, describes any changes

from the approved preliminary development plan, and statement of which primary zoning district provisions are being modified by the planned development.

L. A shift of density or intensity of the plan, if applicable. For example, a ten-acre site with seven acres of "Commercial" guiding and three acres of "Urban Residential" guiding could be developed with 70 percent of the land area commercial and 30 percent of the land area at the urban residential density identified in the Comprehensive Plan. This type of shift would only be allowed as part of a PUD and the location of uses within the site would be determined as part of the PUD process. This implementation technique would not require an amendment to the Land Use Guide Plan Map.

M. Any other information deemed necessary by the City Staff in order to evaluate plans.

N. Twenty copies of the above information shall be submitted no larger than 11 x 17 inches.

O. Five copies of the above information shall be submitted on 24 x 36 inch sheets.

Subd. ~~10~~ 12. Performance Guarantees

A. The City Council shall require the owner and developer of a PUD to execute a development agreement which may include, but not be limited to, the approved development plan, conditions of approval, association and maintenance agreements, and a timetable for construction.

B. The City Council shall require an applicant for PUD rezoning/development plan to provide a financial guarantee in accordance with Section 1070.050 of this Chapter to ensure that the development will be executed in performance with the approved final PUD development plan.

C. The City Council is empowered to require that all required improvements be constructed and completed prior to the issuance of any occupancy permits.

D. Construction of each PUD development shall be commenced within one year after the effective date of the PUD rezoning by the City Council. Upon good cause shown, the City Council may extend the time for one additional year. If construction is not commenced within these time periods, any building permits issued for the PUD shall be void and the Planning Commission may initiate proceeding to rezone the subject property.

E. Any building permit issued for construction pursuant to PUD rezoning shall be valid only so long as there is compliance with the final development plan as accepted by the City Council.

Subd. ~~11~~ 13. Changes To Final Development Plans. Minor changes to final development plans adopted by the City Council may be approved by the City Administrator, provided that the changes do not involve the following:

A. Increase in floor area of structures or number of dwelling units.

B. Change in exterior building material.

C. Alteration of any condition attached or modification to the final development plan made by the City Council.

D. A major change to a final development plan which is at variance with any standards of the City Code or is less restrictive than any conditions of approval for the initial final development plan, shall require approval by a majority vote of all members of the City Council.

SECTION 2. Amendment of the City Code. The text of Section 1070.010, Subd. 1 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

1070.010 – ZONING AMENDMENTS (TEXT AND MAP)

Subd. 1. Procedure. An application for an amendment to the Zoning Ordinance or Zoning Map shall be approved or denied, pursuant to Minnesota Statutes 15.99. Additional City requirements are as follows:

A. Request for rezoning (text or map) shall be filed with the Zoning Administrator on an official application form. A non-refundable fee as set forth in the City Code shall accompany such application. Detailed written and graphic materials, the number and size as prescribed by the Zoning Administrator, fully explaining the proposed change, development, or use, shall also accompany such application. The application shall be considered as being officially submitted and complete when the applicant has complied with all the specified information requirements.

B. Upon completion of preliminary staff analysis of the application and request, the Zoning Administrator, when appropriate, shall set a public hearing following proper hearing notification. The Planning Commission shall conduct the hearing and report its findings and make recommendations to the City Council.

C. Notice of said hearing shall be mailed to all owners of land within 350 feet of the boundary of the property in question. This provision shall not apply in the case of a rezoning if the amendment affects an area greater than five (5) acres pursuant to Minnesota Statutes §462.357.

D. Failure of a property owner to receive said notice(s) shall not invalidate any such proceedings as set forth within this Chapter.

E. Notice of said hearing shall also be published in the official newspaper at least 10 days prior to the hearing and consist of:

1. Legal property description.

2. Description of request.

3. Map detailing property location.

F. The Planning Commission and City staff shall have the authority to request additional information from the applicant concerning operational factors or to retain expert testimony with the consent and at the expense of the applicant concerning operational factors, said information to be declared necessary to establish performance conditions in relation to all pertinent sections of this Chapter.

G. The applicant or a representative thereof may appear before the Planning Commission in order to present information and answer questions concerning the proposed request.

H. The Planning Commission shall make findings of fact and a recommendation on the request. Such recommendations shall be accompanied by the report and recommendation of the City staff.

I. The City Council shall not act upon an amendment until they have received a report and recommendation from the Planning Commission and the City staff.

J. Upon receiving said reports and recommendations of the Planning Commission and the City staff, the City Administrator shall schedule the application for consideration by the City Council. Such reports and recommendations shall be entered in and made part of the permanent written record of the City Council meeting.

K. Upon receiving said reports and recommendations, the City Council shall have the option to set and hold a public hearing if deemed necessary.

L. The applicant or a representative thereof may appear before the City Council in order to present information and answer questions concerning the proposed request.

M. For any application that changes all or part of the existing classification of a zoning district from residential to either commercial or industrial, approval shall require passage by a two-thirds vote of the full City Council. Approval of any other proposed amendment shall require passage by a majority vote of the full Council.

N. For any application requesting a rezoning to a Planned Unit Development District, approval shall require passage by a four-fifths vote of the seated City Council present at the time of the vote. Approval of a proposed amendment shall require passage by a majority vote of the entire Council. A vote that fails due to failure of requisite votes is deemed a denial.

~~N~~O. The amendment shall not become effective until such time as the City Council approves an ordinance reflecting said amendment.

~~O~~P. Whenever an application for an amendment has been considered and denied by the City Council, the Planning Commission or City Council shall not consider a

similar application for an amendment affecting substantially the same property again for at least 6 months from the date of its denial. A subsequent application affecting substantially the same property shall likewise not be considered again by the Planning Commission or City Council for an additional 6 months from the date of the second denial unless a decision to reconsider such matter is made by not less than a majority of the full City Council.

SECTION 3. Effective Date

This Ordinance shall be in full force and effect upon its adoption.

ADOPTED by the City Council on the 25th day May 2023.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Schultz, Alan**	☐ **Schultz, Alan**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

_____
Tom McKee - Mayor

ATTEST:

_____ ***City Seal***

Michelle Friedrich – City Clerk

City of Corcoran
County of Hennepin
State of Minnesota

May 25, 2023

ORDINANCE NO. 2023-487

Motion By:
Seconded By:

CITY OF CORCORAN

SUMMARY OF ORDINANCE NO. 2023-486

AN ORDINANCE AMENDING THE TEXT OF TITLE X (ZONING ORDINANCE) OF THE CORCORAN CITY CODE RELATED TO PLANNED UNIT DEVELOPMENT DISTRICTS (CITY FILE 22-045)

Title X of the City Code of the City of Corcoran, Minnesota, is hereby amended to revise standards for the review and approval of Planned Unit Development districts within the Zoning Ordinance of the Corcoran City Code.

A printed copy of the entire amendment is available for inspection by any person at City Hall during the City Clerk's regular office hours.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Schultz, Alan**	☐ **Schultz, Alan**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Ordinance is hereby declared adopted on this 25th day of May 2023.

_____
Tom McKee - Mayor

ATTEST:

_____
City Seal

Michelle Friedrich – City Clerk

City of Corcoran
County of Hennepin
State of Minnesota

May 25, 2023

RESOLUTION NO. 2023-49

Motion By:
Seconded By:

A RESOLUTION APPROVING FINDINGS OF FACT FOR AN ORDINANCE AMENDING SECTIONS 1040.140 AND 1070.010 OF THE ZONING ORDINANCE OF THE CORCORAN CITY CODE REALTED TO PLANNED UNIT DEVELOPMENTS. (CITY FILE 22-045)

WHEREAS, the City of Corcoran has proposed amendments to the standards and approval process of Planned Unit Development districts; and

WHEREAS, the City has an interest in protecting the public health, safety, morals, comfort, convenience, and general welfare of the community; and

WHEREAS, the City has an interest in implementing the approved Comprehensive Plan; and

WHEREAS, the City Council worked with staff to identify desirable public benefits to satisfy the needs of the larger community and honor the rural character of the City.

WHEREAS, the Planning Commission reviewed the proposed amendments at a duly called public hearing and recommends approval;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Corcoran, Minnesota, that it does approve an amendment to Title X (Zoning Ordinance) of the City Code to amend the review standards and process for Planned Unit Development districts, based on the following findings:

1. The amendments will provide for the establishment of PUD districts in appropriate settings and situations to create or maintain a development pattern that is consistent with the City's Comprehensive Plan.

2. The amendments will provide for variations to the strict application of the land use regulations to improve site design and operation, while at the same time incorporating design elements that exceed the City's standards to offset the effect of any variations.

3. The amendments will ensure a high quality of design and designs that are compatible with surrounding land uses, both existing and planned.

4. The amendments provide guidance to Council, staff, and developers in the negotiations of public benefits with desirable development features tailored to the City's development goals.

5. The amendments will protect the interests of the City by requiring a 4/5 majority vote of the seated Council at the time of the vote for the approval when Planned Unit Development districts are established.

RESOLUTION NO. 2023-49

6. The amendments are consistent with State Law, other City Code standards, and City policies.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Schultz, Alan**	☐ **Schultz, Alan**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 25th day of May 2023.

_____
Tom McKee - Mayor

ATTEST:

City Seal

_____
Michelle Friedrich – City Clerk

Corcoran PUD Public Benefits Policy

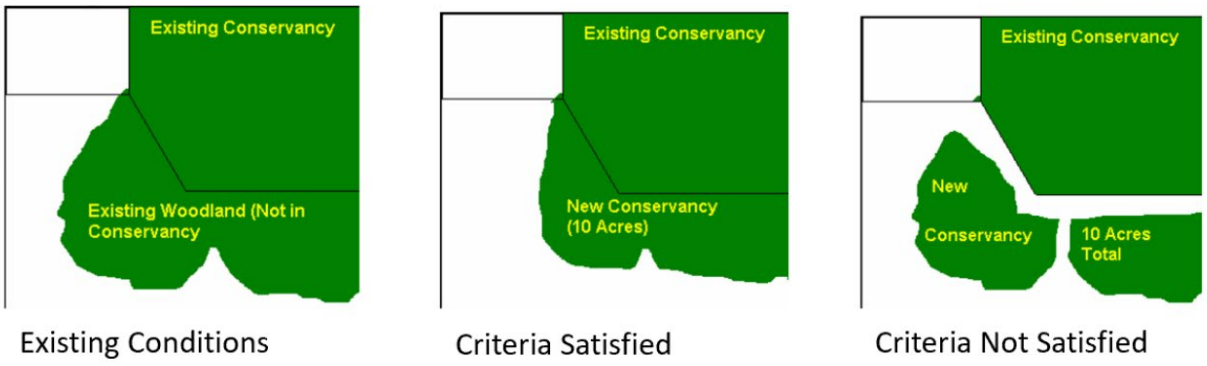
1. Placement of uses so as to integrate with adjacent uses.

Purpose: To reward developments that make connections to adjacent properties and uses.

Criteria: This public benefit can be accomplished if there is an opportunity to connect adjacent uses and such connections are made. Examples include the following:

- Placing features, such as private parks and conservation areas, contiguous to existing or planned private parks or conservation areas (as long as there was a choice to put it somewhere else.)
    - It is seen even more of a public benefit when there are no restrictions for public access to these areas.
    - Public parks are not eligible as a public benefit under this category.
- A conscious effort to link the neighborhood to public or semi-public uses (schools, religious institutions, etc.).
- Adjacent development has the opportunity to link to the development in question.

Example



Existing Conditions | Criteria Satisfied | Criteria Not Satisfied

2. Collaboration with adjoining landowner(s).

Purpose: To encourage an open dialogue between many landowners.

Criteria: This public benefit may be accomplished when a developer demonstrates collaboration with property owners and residents within the surrounding neighborhood.

Applicants must host a neighborhood meeting early in the process as a required component of the PUD process. It may be seen as a public benefit when applicants demonstrate that they incorporated meaningful feedback and continued ongoing discussions in an effort to work with neighboring property owners to create a more unified plan for the larger neighborhood. Collaboration may also offer a better chance to accomplish other identified public benefits.

3. Appropriately located neighborhood scale commercial/office uses.

Purpose: To reward developments that provide small scale commercial/office uses.

Criteria: This benefit will be considered on a very limited basis and may be accomplished when small scale commercial/office uses are appropriately located within or adjacent to a residential or mixed-use neighborhood. This category is typically not applied to land guided as low-density residential in the City's Comprehensive Plan; however, consideration will be given to appropriately located non-residential uses contemplated in RSF-1, RSF-2, or RSF-3 (e.g., daycare facilities, educational facilities, and places of worship).

Examples:

4. Percentage of units within ¼ mile of an identifiable neighborhood focal point.

Purpose: Encouragement to give new neighborhoods a unique identity and to serve as an ordering device.

Criteria: This public benefit may be satisfied if approximately 20% of units within a development are within ¼ mile of an identifiable neighborhood focal point.

Examples of neighborhood focal points include the following: parks, greens, squares, monuments, historic structures (silos, barns, granaries, etc.), picnic shelters, and community gardens. Monument entrance signs into a development are not considered an identifiable neighborhood focal point, but may be considered as a visual terminus discussed subsequently in this document.

5. Distribution of attached units.

Purpose: Encourage smaller clusters of attached units to be more integrated/intermixed within the larger development.

Criteria: This benefit can be satisfied if no more than 1/3 of attached units within the development are located in the largest cluster of attached homes.

In other words, a PUD must have at least 3 separately located groups of attached units dispersed throughout the development with no more than 1/3 of the total attached units located within a single group.

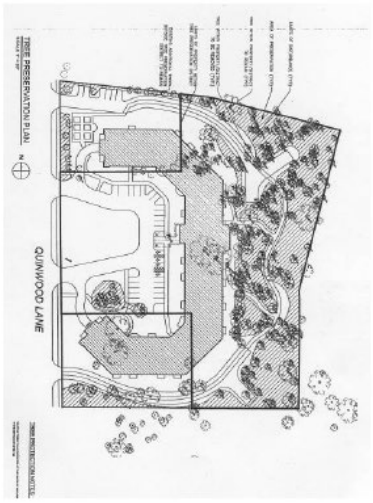
Example: If there are 100 attached units in a project, there must be at least three separate clusters of attached homes with the largest group of homes not exceeding 33 units.

6. Creation of open space using multi-story buildings.

Purpose: Promote the creation of open space using multi-story buildings.

Criteria: This benefit may be met if it is demonstrated that the applicant purposefully used multi-story buildings for the purpose of creating open space.

This is not a benefit possible in PUDs for land guided as existing residential or low density residential in the City's Comprehensive Plan.



7. Visual Termini

Purpose: Encourage the placement of monuments, statutes, gazebos, or other landmarks at the end of streets.

Criteria: This public benefit may be satisfied with the incorporation of a visual termini. An entrance monument providing neighborhood identity may qualify to satisfy this public benefit. Other termini examples (such as statutes and gazebos) that are less common may be considered more of a public benefit than an entrance monument sign for the development.


8. Attached units are embedded.

Purpose: Reduce the amount of attached units visible from major roadways.

Criteria: This public benefit may be satisfied if attached units abut no more than 30% of the perimeter of a major roadway (in linear feet).

Only areas where there is an opportunity to build units will be included in the total perimeter measurement. Wetlands or otherwise unbuildable areas will not be included.

Attached units are not considered to abut the ROW if there is an outlot or feature between them and the ROW of the area is landscaped and/or has a setback exceeding 60 feet.

This criterion is only applicable to proposals with land guided as low-density, medium-density, or mixed residential and detached units are a component of the proposed development. Areas guided for high-density and mixed use are not expected to satisfy this identified public benefit.

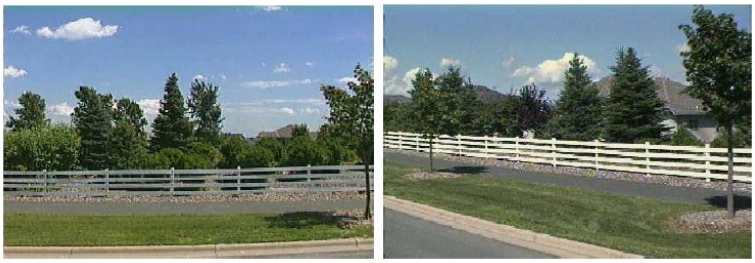
Example: A development has 1,000 linear feet of major roadway and 200 feet of the major roadway has attached units adjacent to it.

9. Exceptional Landscaping to Buffer Homes From Major Roads.

Purpose: Buffer homes from major roadways.

Criteria: This public benefit may be satisfied if a heavily landscaped buffer is provided along major roadways. Any newly planted vegetation must be salt tolerant. The landscaping should be comprised of a variety of overstory and understory trees, evergreens, and/or shrubs in general conformance with the parameters outlined for Buffer Yard Class B in Section 1060.070, Subd. 2(J)(1)(f). An open decorative fence may also be incorporated into the buffer. Retention of existing woods or healthy, mature landscaping where

possible is preferred and may qualify towards the buffer even when the exact parameters of Buffer Yard Class B are not satisfied.



10. Percentage of units within 1,000 feet walk from a park.

Purpose: Promote location of parks within a short walk from people's homes.

Criteria: This public benefit may be satisfied if at least 20% of the homes within a development are within a 1,000-foot walk from a private or public park.

This will be measured along roadways and/or trails.

11. Internal Trail Connections

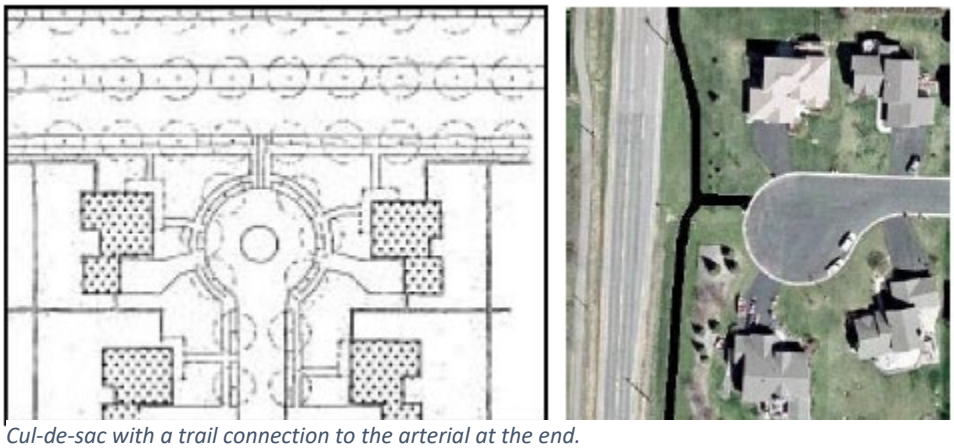
Purpose: Encourage the creation of off-road trails within a neighborhood.

Criteria: This benefit may be met by the creation of internal trails to provide pedestrian and/or bicycle movement within a development.

12. Cul-de-sacs are open ended.

Purpose: Foster the creation of pedestrian and bicycle connections or trail systems along arterial and collector roadways.

Criteria: To satisfy this public benefit, approximately 50% of the cul-de-sacs within the development should be open ended. If there is an existing or proposed trail abutting an open-ended cul-de-sac, a trail connection must be provided.



Cul-de-sac with a trail connection to the arterial at the end.

13. Open Space is consolidated and usable.

Purpose: Create open space areas that can be usable to the neighborhood, either passively or actively.

Criteria: This public benefit may be satisfied if the open space is created based on the following guidelines:

- Buildings are organized around the open space.
- Open space is a framing and organizing feature.
- Open space is accessible to the local population within the neighborhood.
- Open space is designed in such a way that it doesn't appear as though it is someone's backyard.
- Stormwater ponds can be incorporated as a design feature.
- It is preferred that applicants commit to making privately owned open space accessible and usable to the larger public.

It is not expected for open space to achieve all of the above guidelines, but a good faith effort to incorporate as many of the guidelines as possible is expected for this public benefit to be satisfied.

14. Open space is connected with green (natural) corridors.

Purpose: Connect open spaces and reduce the occurrent of isolated open space areas.

Criteria: Where open space is not consolidated, it will be seen as a public benefit to link open space with natural corridors. A well-designed combination of open space areas, trails (formal or informal), and stormwater ponds can help to achieve the purpose of this identified public benefit.

15. Viable open space master plan is created.

Purpose: Encourage developers to create a unified open space plan for their proposed neighborhoods and to use that open space as an organizing device for the neighborhood.

Criteria: It may be seen as a public benefit if developers provide a master open space plan that highlights open space areas and the pedestrian corridors and connections between them. The master plan must also identify long-term maintenance practices and responsibilities.

16. Natural resources and features are retained.

Purpose: Encourage the preservation of significant or unique natural resources and/or topographical features if they exist.

Criteria: This public benefit may be satisfied when a developer retains high-value and/or unique natural features of a site where possible.

Examples of desirable features include high quality natural communities as identified in the 2040 Comprehensive Plan Natural Resources Inventory Areas map, trees, ravines, and hilltops.

A PUD is not expected to retain all identified natural resources or features, particularly on sites comprised of large areas of high quality natural communities. However, an applicant must provide a detailed narrative explaining their efforts to minimize the removal and/or alteration of natural features while achieving their own vision for the site. If multiple natural plant communities are identified on the site, the applicant should attempt to retain areas of each type of community.

17. Extensive internal landscaping.

Purpose: Encourage a larger amount of landscaping than required by code.

Criteria: This public benefit may be satisfied if a proposal includes at least 120% of the minimum landscaping units required in the underlying Zoning Ordinance.

18. Use of native plants in landscaping.

Purpose: Use vegetation that is better adapted to our climate to reduce water consumption and required maintenance.

Criteria: This benefit may be satisfied if landscaping incorporates appropriate use of native plants.

19. Use of preferred trees in landscaping.

Purpose: Encourage incorporation of tree species identified the City as a preferred species..

Criteria: This benefit may be satisfied if proposed landscaping is primarily comprised of trees species identified as preferred in the Northeast District Plan and Design Guidelines. However, PUD proposals located in the Town Center should be primarily comprised of the identified “Suggested Trees for the Town Center” provided in the Southeast District Plan and Design Guidelines.

20. Existing rural structures are retained and/or reused.

Purpose: Preserve existing structures that are in good condition and have historical value.

Criteria: This public benefit is satisfied with the incorporation of existing structures, foundations, etc., into the development for aesthetic and historic preservation purposes.

Preservation of a silo is particularly desired within the community.

Historic structures can be used as identifiable neighborhood centers if integrated into park/open space.

Developers, homebuilders, Homeowner Associations, and homebuyers will not be required to retain historical structures (that were retained as a public benefit in the approval of a PUD) when it is determined it is no longer structurally or financially feasible. If/when this occurs, a visual terminus, such as a gazebo or monument, can replace the rural structure to satisfy the intent of this category.

21. Higher Architectural Standards

Purpose: Encourage a higher architectural standard within PUD proposals.

Criteria: This public benefit is met when a developer goes above and beyond the architectural standards required in code.

Residential developments that honor Corcoran's rural character by incorporating the recommended architectural styles identified in the Southeast District Plan will satisfy this category.

A commitment to use regional building materials may also be considered a public benefit.

22. Lot Size Variety

Purpose: Encourage larger lot sizes.

Criteria: This public benefit may be met if at least 10% of the lots within the development exceed a lot width of 65' or exceed a lot area of 7,500 square feet.

23. Larger Tree Sizes

Purpose: Encourage developments to provide more effective screening and mature landscaping within the first few years of construction.

Criteria: It may be considered a public benefit for developers to commit to planting at least 25% of the required overstory trees at the following sizes:

	Potted/Bare Root or Balled and Burlapped
Shade Trees	4" diameter
Evergreen Trees	10'

24. Natural restoration work

Purpose: Reward developments that restore wooded areas, prairies, wetlands, soils, etc.

Criteria: It may be considered a public benefit if at least 5 acres of natural restoration work is completed to restore wooded areas, prairies, and wetlands.

Removal of buckthorn also qualifies under this public benefit.

25. Extraordinary environmental protection

Purpose: Reward any other unregulated environmental protection that has not already been addressed.

Criteria: It may be considered a public benefit when there is other extraordinary environmental protections implemented not already addressed by this document.

26. Areas of parkland, woodland, or other open space (above minimum)

Purpose: Encourage creation of open space areas in a development, whether they are active park areas in a development or passive woodland areas or other open space.

Criteria: It may be seen as a public benefit when additional acres are set aside for dedicated parkland (if accepted by the City) or other open space areas that are in outlots or conservation easements.

Wetlands and areas on steep slopes would not count.

Open space areas must be 50 feet or larger in the smallest dimension to be counted in this category.

27. Innovation and Utilization of New Technologies and Materials

Purpose: Reward innovative proposals that include new and creative design approaches and/or utilize new technologies and/or building materials within the overall site layout, buildings, and/or other development features.

Criteria: It may be seen as a benefit when PUD plans feature creative and efficient methods of design or incorporate new technologies or materials. For example, the use of building-integrated solar technology (AKA solar skins) for a development that provides high energy efficiency while being aesthetically compatible with the surrounding neighborhood.

Corcoran PUD Points System

1. Placement of uses so as to integrate with adjacent uses.

Purpose: To reward developments that make connections to adjacent properties and uses.

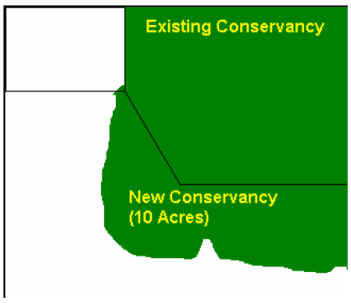
Criteria: Points will be awarded if there is an opportunity to connect adjacent uses and such connections are made. If no opportunities exist, the category will be eliminated.

25 points maximum for the following:

- *5 points* will be awarded for placing features, such as private parks and conservation areas, contiguous to existing or planned private parks or conservation areas (as long as there was a choice to put it somewhere else.)
- *10 points* will be awarded if there are no restrictions for public access to these areas. Public parks are not eligible.
- *5 points* will be awarded if there is a conscious effort to link the neighborhood to public or semi-public uses (schools, religious institutions, etc.).
- *5 points* will also be awarded for developers who give adjacent development the opportunity to link to the development in question.

Example:

Existing Conditions



Integration points awarded

Integration points not awarded

2. Collaboration with adjoining landowner(s).

Purpose: To encourage an open dialogue between many landowners.

Criteria: Points will be awarded on a case-by-case basis when collaboration is demonstrated.

10 points maximum

Applicants must host a neighborhood meeting early in the process as part of the PUD process. Applicants will get collaboration points if they demonstrate that they incorporated meaningful feedback and continued ongoing discussions in an effort to work with neighboring property owners to create a more unified plan for the larger neighborhood. Collaboration may also offer a better chance to gain points in other categories.

3. Appropriately located neighborhood scale commercial/office uses.

Purpose: To reward developments that provide small scale commercial/office uses.

Criteria: This category will be considered on a very limited basis. This category is typically not applied to land guided as low-density residential in the City's Comprehensive Plan; however, consideration will be given to appropriately located non-residential uses contemplated in RSF-1, RSF-2, or RSF-3 (e.g., daycare facilities, educational facilities, and places of worship).

Examples:

10 points maximum

4. Percentage of units within ¼ mile of an identifiable neighborhood focal point.

Purpose: Encouragement to give new neighborhoods a unique identity and to serve as an ordering device.

Criteria: Percentage of units / 2

30 points maximum

Examples include the following: parks, greens, squares, monuments, historic structures (silos, barns, granaries, etc.), picnic shelters, and community gardens. Monument entrance signs into a development are not considered an identifiable neighborhood focal point, but may be considered as a visual terminus discussed subsequently in this document.

5. Distribution of attached units.

Purpose: Encourage smaller clusters of attached units and encourage attached units to be more integrated/intermixed within the larger development.

Criteria: Points = (50 – A)

A = the largest percentage of attached units in any one group.

30 points maximum

Example: If there are 120 attached units in a project, and the largest group has 36 units in it, then 20 points would be awarded.

Under this criterion, a PUD must have at least 3 groups of attached units to get any points.

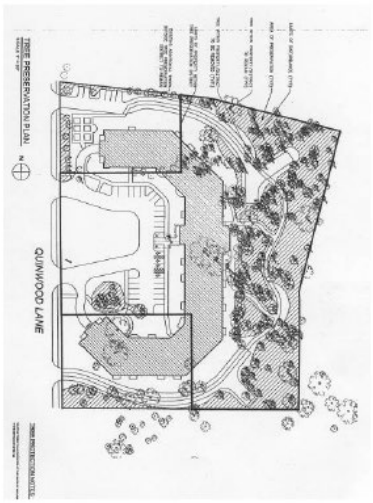
6. Creation of open space using multi-story buildings.

Purpose: Promote the creation of open using multi-story buildings.

Criteria: Points will be awarded if it was demonstrated that the applicant purposefully used multi-story buildings for the purpose of creating open space.

10 points maximum

This criterion wouldn't apply to PUDs for land guided as existing residential or low density residential in the City's Comprehensive Plan.



7. Visual Termini

Purpose: Encourage the placement of monuments, statutes, gazebos, or other landmarks at the end of streets.

Criteria: Points will be awarded if visual termini are provided.

5 points maximum


8. Attached units are embedded.

Purpose: Reduce the amount of attached units visible from major roadways.

Criteria: Points = (50 – A) / 2

Where A = (% of the perimeter roadway in linear feet with attached units).

25 points maximum

Examples: A development has 1,000 linear feet of arterial roadway and 200 feet of the arterial roadway has attached units adjacent to it.

"A" = 20 so

Points = (50 -20) / 2 = 15

Only areas where there is an opportunity to build units will be included in the total perimeter measurement. Wetlands or otherwise unbuildable areas will not be included.

Attached units are not considered to abut the ROW if there is an outlot or feature between them and the ROW of the area is landscaped and/or has a setback exceeding 60 feet.

If the percentage of ROW with abutting attached units is over 50%, the development will get zero points in this category.

This criterion is only applicable to proposals with land guided as low-density, medium-density, or mixed residential and detached units are a component of the proposed development. Areas guided for high-density and mixed use are not subject to this criterion.

9. Exceptional landscaping to buffer homes from major roads.

Purpose: Buffer homes from major roadways.

Criteria: In order to satisfy this category, all newly added vegetation within the buffer must be of a salt tolerant species. Species within the buffer that are preserved from existing woods or are otherwise considered mature, healthy landscaping do not need to be salt tolerant. The buffer should generally meet the parameters outlined for Buffer Yard Class B in Section 1060.070, Subd. 2 (J)(1)(f). The buffer can incorporate an open decorative

fence. Retention of existing woods or healthy, mature landscaping is generally preferred where possible and may qualify towards the buffer even when the exact parameters of Buffer Yard Class B are not satisfied.

30 points maximum


10. Percentage of units within 1,000 feet walk from a park.

Purpose: Promote location of parks within a short walk from people's homes.

Criteria: Percentage / 10

10 points maximum

Measured along roadways and/or trails.

11. Internal Trail Connections

Purpose: Encourage the creation of off-road trails within a neighborhood.

Criteria: Points will be awarded for the creation of internal trails to provide pedestrian and/or bicycle movement within a development.

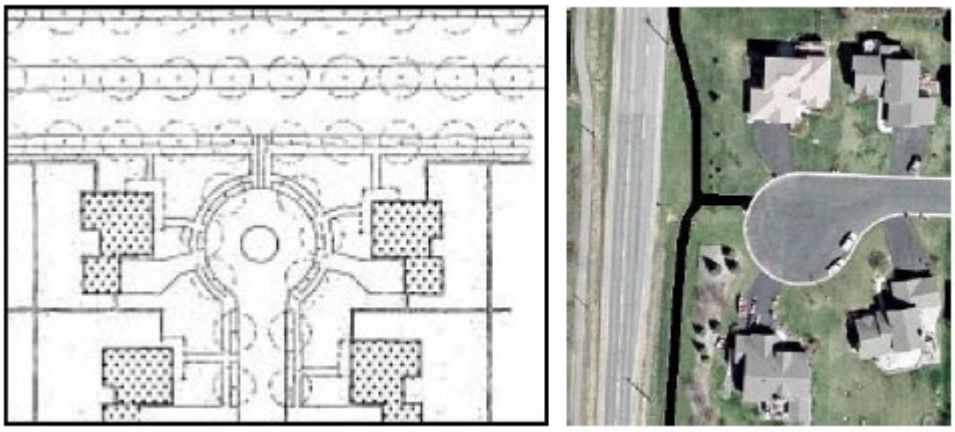
10 points maximum

12. Cul-de-sacs are open ended.

Purpose: Foster the creation of pedestrian and bicycle connections or trail systems along arterial and collector roadways.

Criteria: Points = (% of cul-de-sacs that are open ended) / 20

5 points maximum



Cul-de-sac with a trail connection to the arterial at the end

13. Open Space is consolidated and usable.

Purpose: Create open space areas that can be usable to the neighborhood, either passively or actively.

Criteria: Points will be awarded based on the following guidelines:

- Buildings should be organized around the open space.
- Open space should be a framing and organizing feature.
- Open space should be accessible to the local population (within the neighborhood).
- Open space should be designed in such a way that it doesn't appear like it is someone's backyard.
- Stormwater ponds should be incorporated as a design feature.
- 5 bonus points will be provided if the applicant commits to privately owned open space being made accessible and usable to the public.

25 points maximum with 5 bonus points possible.

14. Open space is connected with green (natural) corridors.

Purpose: Connect open spaces and reduce the occurrent of isolated open space areas.

Criteria: Points will be awarded for linking open space areas with natural corridors.

10 points maximum

Combining open space areas, trails, and storm ponds is a good way to get points in this category.

15. Viable open space master plan is created.

Purpose: Encourage developers to create a unified open space plan for their proposed neighborhoods and to use that open space as an organizing device for the neighborhood.

Criteria: Points will be awarded for providing a plan that highlights open space areas and the pedestrian corridors and connections between them. The master plan must also identify long-term maintenance practices and responsibilities.

5 points maximum

16. Natural resources and features are retained.

Purpose: Encourage the preservation of significant or unique natural resources and/or topographical features if they exist.

Criteria: Points will be awarded if significant and unique natural features are retained. (Examples include trees, ravines, hilltops).

A PUD is not expected to retain all identified natural resources or features, particularly on sites comprised of large areas of high quality natural communities. However, an applicant must provide a detailed narrative explaining their efforts to minimize the removal and/or alteration of natural features while achieving their own vision for the site. If multiple natural plant communities are identified on the site, the applicant should attempt to retain areas of each type of community.

20 points maximum

17. Extensive internal landscaping.

Purpose: Encourage a larger amount of landscaping than required by code.

Criteria: (% of landscaping units above minimum) / 10

10 points maximum

Examples: 100 units required, 120 units provided = 2 points

18. Use of Native Plants in Landscaping.

Purpose: Use vegetation that is better adapted to our climate to reduce water consumption and required maintenance.

Criteria: Points will be awarded if landscaping incorporates appropriate use of native plants.

10 points maximum

19. Use of preferred trees in landscaping.

Purpose: Encourage incorporation of tree species identified the City as a preferred species.

Criteria: Points will be awarded if proposed landscaping is primarily comprised of trees species identified as preferred in the Northeast District Plan and Design Guidelines. However, PUD proposals located in the Town Center must be primarily comprised of the identified "Suggested Trees for the Town Center" provided in the Southeast District Plan and Design Guidelines. Species not identified on these plans can still count towards this benefit if it is shown by the applicant that the proposed species is of similar quality to the preferred species.

10 points maximum

20. Existing rural structures are retained and/or reused

Purpose: Preserve existing structures that are in good condition and have historical value.

Criteria: 10 points awarded if a structure is retained

5 bonus points are awarded for the preservation of a silo (for a total of 15 points in this category).

10 points maximum with an additional 5 bonus points.

Incorporation of existing structures, foundations, etc., into the development for aesthetic and historic preservation purposes.

Examples are barns, silos, foundations, etc., If structures are structurally unsound and removal is advised, a developer would not be penalized for their removal.

Historic structures can be used as identifiable neighborhood centers if integrated into park/open space.

Developers, homebuilders, Homeowner Associations, and homebuyers will not be required to retain historical structures that were retained as a public benefit in the approval of a PUD when it is determined it is no longer structurally or financially feasible. If/when this occurs, a visual terminus, such as a gazebo or monument, can replace the rural structure to satisfy the intent of this category.

21. Higher Architectural Standards

Purpose: Encourage a higher architectural standard within PUD proposals.

Criteria: Points will be awarded where the developer goes above and beyond the architectural standards required in code.

Residential developments that honor Corcoran's rural character by incorporating the recommended architectural styles identified in the Southeast District Plan will satisfy this category.

A commitment to use regional building materials may also be considered under this category.

10 points maximum

22. Lot Size Variety

Purpose: Encourage larger lot sizes.

Criteria: 10 points will be awarded for every 10% of lots that exceed a lot width of 65' or exceed a lot area of 7,500 square feet.

30 points maximum

23. Larger Tree Sizes

Purpose: Encourage developments to provide more effective screening and mature landscaping within the first few years of construction.

Criteria: 10 points will be awarded for developments that commit to planting at least 25% of the required overstory trees at the following sizes:

	Potted/Bare Root or Balled and Burlapped
Shade Trees	4" diameter
Evergreen Trees	10'

10 points maximum

Bonus Categories

24. Natural restoration work

Purpose: Reward developments that restore wooded areas, prairies, wetlands.

Criteria: 1 point per acre of restoration

10 points maximum

Buckthorn removal qualifies.

Restoration of soils back to a natural environment may also qualify under this category.

25. Extraordinary environmental protection

Purpose: Reward any other unregulated environmental protection that has not already been addressed.

Criteria: Points would be awarded for other extraordinary environmental protection that hasn't been addressed.

10 point maximum

26. Areas of parkland, woodland, or other open space (above minimum)

Purpose: Encourage creation of open space areas in a development, whether they are active park areas in a development, whether they are active park areas or passive woodland areas or other open space.

Criteria: 1 point per acre of dedicated parkland (acceptable to the City) or other open space areas that are in outlots or conservation easements.

30 maximum points.

Wetlands and areas on steep slopes would not count.

Open space areas must be 50 feet or larger in the smallest dimension to be counted in this category.

27. Innovation and Utilization of New Technologies and Materials

Purpose: Reward innovative proposals that include new and creative design approaches and/or utilize new technologies and/or building materials within the overall site layout, buildings, and/or other development features.

Criteria: Points will be awarded where the applicant's plans feature creative and efficient methods of design or incorporate new technologies or materials. For example, the use of building-integrated solar technology (AKA solar skins) for a development that provides high energy efficiency while being aesthetically compatible with the surrounding neighborhood.

10 point maximum

STAFF REPORT Agenda Item: 8b.

City Council Meeting: May 25, 2023	Prepared By: Nicholas Ouellette through Kendra Lindahl, AICP
Topic: Time Extension for Scherber Roll Off Conditional Use Permit and Site Plan Approval at 23240 County Road 30 (city file 21-007)	**Action Required:** Approval

Review Deadline: N/A

1. Request

The applicant, Trevor Scherber, has requested a second one-year time extension to the Conditional Use Permit (CUP) and Site Plan approvals granted for T. Scherber Demolition and Excavation by Resolution 2021-50 for the property located at 23240 County Road 20 (PID 07-119-23-13-0003).

2. Planning Commission Review

The Planning Commission reviewed this item on April 6, 2023. Commissioners Brummond, Jacobs and Lanterman were present. The applicant was not present to speak on this item. The Planning Commission voted 2-1 (Brummond nay) to recommend denial of the request for a one-year extension based on the finding that the applicant was not present and had not provided any reason why they were not able to initiate the work approved by the CUP. Tabled plans still not approved,

3. Council Review

The City Council reviewed this item on April 27, 2023. The applicant was present to speak on this item and noted the project was delayed to possibly coordinate stormwater improvements with an adjacent development. Council voted 4-0-1 (Bottema abstained) to table this item until May 25, 2023 to allow the applicant time to provide the City with revised plans for review and approval.

4. Background

On May 27, 2021, City Council approved the conditional use permit and site plan to allow a contractor's operation with outside storage.

On June 1, 2022, City staff administratively approved a one-year extension, pursuant to Section 1070.020, Subd. 7 of the City Code. The one year extension expires on May 27, 2023.

5. Analysis

The Zoning Ordinance has standards for the extensions of conditional use permits (Section 1070.020 Subd. 7) and site plans (Section 1070.050, Subd. 8) which allow a request for an extension not exceeding one year subject to the review and approval of the Zoning Administrator. Should a second extension of time be requested, it shall be presented to the Planning Commission for a recommendation to the City Council for a decision. The request for extension must be received at least 30 days before the expiration of said approvals.

In making the determination for an extension, the applicant must demonstrate a good faith attempt to utilize the site plan approval. The Planning Commission and City Council may consider such factors as the type and design of the proposed construction, applicable restrictions to financing or special circumstances beyond the control of the applicant which may have caused the delay. The applicant has addressed a majority of staff concerns and approval conditions; however, there are outstanding stormwater management issues and plans are not ready to submit to watershed at this time. The City Engineer's memo notes that stormwater is viable for the site and an interim extension would allow engineering review to continue prior to authorization for watershed submittal.

Staff supports the extension and the applicant has made significant progress in revising the plans over the last month. Staff recommend a six-month extension, rather than the one-year extension requested by the applicant. The six-month extension would require approvals the approvals to be completed by November 27, 2023. City staff recommends approval of the extension because the applicant has been working with staff to revise plans in compliance with the conditions of Resolution 2021-50 approving the CUP and site plan.

6. Recommendation

The City Council should choose one of the following two options:

a. Move to adopt Resolution 2023-31 approving a six-month extension for the approvals granted in Resolution 2021-50, as recommended by City staff.

Or

b. Move to adopt Resolution 2023-31 denying the request, as recommended by the Planning Commission.

Attachments

1. Resolution 2023-31 Approving an Extension
2. Resolution 2023-31 Denying an Extension
3. Resolution 2021-50 dated May 27, 2021
4. Engineering Review Memo dated May 18, 2023
5. Time Extension Request dated March 8, 2023
6. Project Plans dated May 10, 2023
7. Chain Link Fence Details dated May 10, 2023

City of Corcoran
County of Hennepin
State of Minnesota

May 25, 2023

RESOLUTION NO. 2023-31

Motion By:
Seconded By:

A RESOLUTION APPROVING AN EXTENSION OF SIX-MONTHS FOR THE CONDITIONAL USE PERMIT AND SITE PLAN APPROVAL FOR THE PROPERTY LOCATED AT 23240 COUNTY ROAD 30 (PID 07-119-23-13-0003) (CITY FILE NO. 21-007)

WHEREAS, the Corcoran City Council adopted Resolution 2021-50 approving a conditional use permit and site plan for T Scherber Demolition and Excavation (the "applicant") on May 27, 2021;

WHEREAS, the City of Corcoran Zoning Administrator administratively approved a one-year extension for the approvals in Resolution 2021-50 on June 1, 2022 pursuant to Section 1070.020, Subd. 7 and Section 1070.050, Subd. 8 of the City Code and the extension expires May 27, 2023;

WHEREAS, Section 1070.020, Subd. 7 and Section 1070.050, Subd. 8 of the Corcoran City Code state that should a second extension be requested it shall be presented to the Planning Commission for a recommendation to the City Council for a decision;

WHEREAS, the applicant submitted a written request for a second one-year extension on March 8, 2023;

WHEREAS, the Planning Commission has reviewed the one-year extension for the conditional use permit and site plan approvals on April 6, 2023 and recommends denial;

WHEREAS, the City Council finds that the applicant is making good faith efforts to complete the site improvements, revise plans to resolve outstanding conditions of approval and that granting the time extension request does not damage the City of Corcoran and is in the best interest of the applicant;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORCORAN, MINNESOTA, that it should and hereby does approve the request for an extension of the conditional use permit and site plan approvals until November 27, 2023, subject to the following:

1. Approval shall expire within six months of the date of this extension unless the applicant commences the authorized use and completes the required improvements.

2. The plans must be revised to comply with the conditions in Resolution 2021-50. No work may begin until City staff approves the updated plans and authorizes work to begin.

3. The applicant must record this resolution and all associated documents at Hennepin County prior to November 27, 2023.

4. The applicant shall comply with all requirements of the City Engineer's memo dated May 18, 2023.

5. The applicant shall provide proof of recording to the City prior to release of any remaining escrow.

6. No business operations, including storage of equipment, are permitted on site until all conditions of approval have been met and commercial use of the site is authorized by City staff.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Schultz, Alan**	☐ **Schultz, Alan**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 25th day of May 2023.

_____
Tom McKee - Mayor

ATTEST:

City Seal

_____
Michelle Friedrich – City Clerk

City of Corcoran
County of Hennepin
State of Minnesota

May 25, 2023

RESOLUTION NO. 2023-31

Motion By:
Seconded By:

A RESOLUTION DENYING AN EXTENSION OF THE CONDITIONAL USE PERMIT AND SITE PLAN APPROVAL FOR THE PROPERTY LOCATED AT 23240 COUNTY ROAD 30 (PID 07-119-23-13-0003) (CITY FILE NO. 21-007)

WHEREAS, the Corcoran City Council adopted Resolution 2021-50 approving a conditional use permit and site plan for T Scherber Demolition and Excavation (the "applicant") on May 27, 2021;

WHEREAS, the City of Corcoran Zoning Administrator administratively approved a one-year extension for the approvals in Resolution 2021-50 on June 1, 2022 pursuant to Section 1070.020, Subd. 7 and Section 1070.050, Subd. 8 of the City Code and the extension expires May 27, 2023;

WHEREAS, Section 1070.020, Subd. 7 and Section 1070.050, Subd. 8 of the Corcoran City Code state that should a second extension be requested it shall be presented to the Planning Commission for a recommendation to the City Council for a decision;

WHEREAS, the applicant submitted a written request for a second one-year extension on March 8, 2023;

WHEREAS, the Planning Commission has reviewed the one-year extension for the conditional use permit and site plan approvals on April 6, 2023 and recommends denial;

WHEREAS, the City Council does not find that the applicant is making good faith efforts to complete the site improvements or revise plans to resolve outstanding conditions of approval and that a one-year extension has already been provided;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORCORAN, MINNESOTA, that it should and hereby does deny the request for an extension of the conditional use permit and site plan approvals, subject to the following:

1. No business operations, including storage of equipment, are permitted on site.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Schultz, Alan**	☐ **Schultz, Alan**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

RESOLUTION NO. 2023-31

Whereupon, said Resolution is hereby declared adopted on this 25th day of May 2023.

Tom McKee - Mayor

ATTEST:

City Seal

Michelle Friedrich – City Clerk

City of Corcoran
County of Hennepin
State of Minnesota

May 27, 2021

RESOLUTION NO. 2021-50

Motion By: Bottema
Seconded By: Schultz

APPROVAL OF A SITE PLAN AND CONDITIONAL USE PERMIT FOR THE PROPERTY LOCATED AT 23240 COUNTY ROAD 30 (PID 07-119-23-13-0003) (CITY FILE NO. 21-007)

WHEREAS, T Scherber Demolition and Excavating ("the applicant") is requesting approval of a site plan and conditional use permit to allow a contractor's yard with outside storage in the CR (rural commercial) district on property legally described as follows:

Attachment A

WHEREAS, the Planning Commission has reviewed the site plan and conditional use permit at a duly called public hearing and recommends approval.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORCORAN, MINNESOTA, that it should and hereby does approve the request, subject to the following findings and conditions:

1. A site plan and conditional use permit are approved to allow for the construction of a building addition as shown on application and plans received by the City on February 9, 2021, and additional information received on March 11, 2021, March 22, 2021, and April 20, 2021, except as amended by this resolution.

2. The applicant must comply with the City Engineer's memo dated April 26, 2021.

3. A conditional use permit is approved to allow for contractor's yard with outside storage, subject to the finding that the applicable criteria in Section 1070.020 (Conditional Use Permits) of the Corcoran Zoning Ordinance have been met. Specifically;

    a. The proposed use is consistent with uses anticipated by the Comprehensive Plan and does not impact the public facilities or capital improvement plans.

    The Comprehensive Plan states:
    "This area is intended to continue as a rural service area with commercial uses that may be maintained utilizing individual septic systems or approved alternative systems. This area is not expected to have public sanitary sewer and water service within the 2040 planning period.

    This area will have less strict building and site development standards than other commercial areas to allow for contractors' yards and similar uses. The area can provide a relocation opportunity within the City for businesses that would not typically locate in high land-value areas. Zoning regulations will be developed to address the minimum design standards and specific screening requirements for this unique land use."

This business would also address Goal 2, Policy 2 of the Economic Competitiveness chapter of Chapter of the Comprehensive Plan to recruit new businesses in appropriate locations.

b. The establishment of the conditional use will promote and enhance the general public welfare and will not be detrimental to or endanger the public health, safety, morals or comfort of the community if the conditions of approval are met. The use is allowed within the CR district.

c. The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood. The new business is a conditional use in the CR district and conditions have been proposed to ensure compliance with ordinance standards.

d. The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district. This is the type of business the City anticipated when the CR district was created.

e. Adequate public facilities and services are available or can be reasonably provided to accommodate the proposed use. Municipal sewer and water are not available to the site, but private utilities would be provided.

f. The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located. Staff has proposed draft conditions to ensure compliance with the Zoning Ordinance regulations.

g. The conditional use generally conforms to performance standards as specified by this Chapter and the has included conditions to ensure compliance with the performance standards.

4. The parking and access area between County Road 30 and the outside storage area (generally the area in front of the sheds/screen fence) must be paved. Concrete curb is required.

5. A revised stormwater management plan must be submitted for review and approval by the City Engineer.

6. The outside storage area must be screened from public streets and adjacent property to a height of six feet with a minimum opacity of 80%

a. The plans must be revised to show how this screening will be provided and submitted for City review and approval.

b. Landscaping, fencing or a combination shall be provided to provide the required screening from the south, north, east and west.

c. Fencing shall be added to screen the outside storage area and provide the boundary between the paved area and the gravel storage areas.

7. The applicant shall provide additional fence details for review and approval by the City.
   a. Material and dimension details should be provided for any planned fencing.
   b. Fencing over seven feet high will require a building permit.

8. A revised landscape plan shall be submitted to show the following as required by Section 1060.070 of the Zoning Ordinance:
   a. An additional 26 overstory trees and 93 shrubs must be provided to meetthe minimum of ordinance standards.

9. Drainage and utility easements (if required) must be provided to the city in recordable form for review and approval by the City Attorney.

10. The developer shall enter into a site improvement agreement and submit a financial guarantee for the proposed work as outlined in Section 1070.050, Subd. 9 of the Zoning Ordinance.

11. All signage must comply with ordinance standards. All signs require a permit in order to be constructed and will be reviewed at the time of permit submittal.

12. FURTHER, that the following conditions be met prior to beginning site work:

    a. The applicant shall submit any and all necessary permits to the watershed and receive approval and shall provide proof of permits to the City.

    b. Record the approving resolution and required easements at Hennepin County and provide proof of recording to the City.

13. FURTHER, any request to inspect the required landscaping in order to reduce financial guarantees must be accompanied by recertification/verification of field inspection by the project landscape architect. A letter signed by the project landscape architect verifying plantings have been corrected and is in compliance with the plans and specifications will suffice.

14. Approval shall expire within one year of the date of approval unless the applicant commences the authorized use and completes the required improvements.

RESOLUTION NO. 2021-50

Attachment A

The South 761.52 feet of the West 629.18 feet of the Southwest Quarter of the Northeast Quarter of Section 7, Township 119, Range 23, Hennepin County, Minnesota

City of Corcoran
County of Hennepin
State of Minnesota

May 27, 2021

RESOLUTION NO. 2021-50

VOTING AYE	VOTING NAY
McKee, Tom	D McKee, Tom
Bottema, Jon	D Bottema, Jon
D Nichols, Jeremy	D Nichols, Jeremy
Schultz, Alan	O Schultz, Alan
Thomas, Manoj	D Thomas, Manoj

Whereupon, said Resolution is hereby declared adopted on this 27th day of May 2021.

Tom McKee - Mayor

ATTEST:

Jessica Beise – Administrative Services Director

City Seal

Stantec

Memo

To:	Kevin Mattson, PE Public Works Director	From:	Kent Torve, PE Steve Hegland, PE
Project:	T. Scherber Demo and Excavation CUP	Date:	5/18/2023

Exhibits:

This Memorandum is based on a review of the following documents:

- Conditional Use Permit Plans, prepared by Civil Engineering Site Design, Revised 4/28/2023
- Response To Engineering Review, May 10, 2023
- Drainage Analysis, 4/28/2023

Comments:

Summary:

Engineering has reviewed the resubmittal information provided by the applicant and noted that the applicant and their design team have made some modifications. However, there are still outstanding stormwater management concerns with the site that need to be addressed prior to it being approved for watershed review. Stormwater is viable for the site and therefore an interim extension would allow the City process to continue prior to authorization for watershed submittal.

General:

1. In addition to engineering related comments per these plans, the proposed plans are subject to additional planning, zoning, land-use, and other applicable codes of the City of Corcoran.
2. Final approval by the Elm Creek Watershed Management Commission and MPCA must be attained before any site grading or activity may commence.
3. Areas labeled for Future Development are not included in this review and require a separate City process.
4. Provide City with approved County permit required for CR 30 access.

Easements:

5. Easement is shown over areas contained by the 996.1 elevation and final plans may need to modify the D/U based on final modeling results.

Tile Capacity

6. Applicant has reduced tile capacity from 3.3 CFS to 1.6 CFS in modeling that is supported by City analysis.
    a. This lower capacity is based on pipe in good condition, Applicant will provide a video to be reviewed by City.

Pond Outlet Overland Flow and Tile Connection

7. The overland flow is on adjacent property at elevation 996.1. This is a controlling elevation for the site since the tile has limited, if any, flow capacity for the development site.

8. Plans show the proposed pond outlet connected to the existing tile. Final coupling design will be approved by City to ensure the hydraulics are consistent with final modeling.

NWL and EOF

9. Proposed Pond remains being shown with an NWL down at elevation 992.0 which is 3 to 4 feet below existing grade.
    a. This NWL below existing grade is not viable (as noted previously in reviews) since the entire detention area would equalize based on limited tile capacity, backwater into the pond, groundwater seepage, etc.
    b. Applicant may work cooperatively with adjacent parcel to install a dedicated tile for this pond to establish an NWL. Further analysis of downstream impacts would be required for additional pipe/ditching.

10. The NWL will be modified in final design, however for this design the review comments are provided as;
    a. The final design needs to have the EOF above (typically 1 foot) the 100-year event. The EOF is shown at elevation 995.0, which is above the 10-year event, but below the 100-year event.
        i. This current configuration allows backflow into the pond at events greater than 10-year and this combined ponding system is not consistent with development approvals in the City.
    b. The current model output shows about 4 acre-feet of drainage volume stored during the 100-year event. This volume will be reduced as the revised system disconnects from backflow into the pond.
        i. However, for estimating a revised design, using the controlling overflow elevation on the adjacent parcel at 996.1, the development site could be estimated as needing 3 to 4 acre feet of storage above 996.1.
        ii. Existing structures are approximately 1000 elevation and therefore flood storage appears viable between elevations 996 and 998 to maintain freeboard. As the pond area increases the contractor yard/ storage area would decrease and the contractor yard also requires freeboard.

Further Review

Additional review will be conducted as the site moves through the approval process.

End of Memo

RECEIVED
By Kendra Lindahl, AICP at 8:40 am, Mar 15, 2023

March 08, 2023

City of Corcoran
Attn: Natalie Davis
8200 County Road 116
Corcoran, MN 55340

RE: Time extension regarding Conditional Use Permit and Site Plan for the Property located at 23240 County Road 30 (PIO 07-119-23-13-0003) (city file no. 21-007).

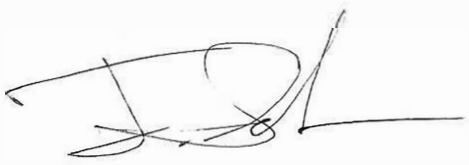
Dear Natalie,

I am writing to request a 1 year time extension to the approvals regarding Conditional Use Permit and Site Plan for the Property located at 23240 County Road 30 (PID 07-119-23-13-0003) (city file no. 21-007). We will submit revised plans when available, and coordinate regarding a Site Improvement Performance Agreement and financial guarantee prior to proceeding with site improvements.

Thank you for all your assistance with this matter.

Sincerely,

Trevor Scherber



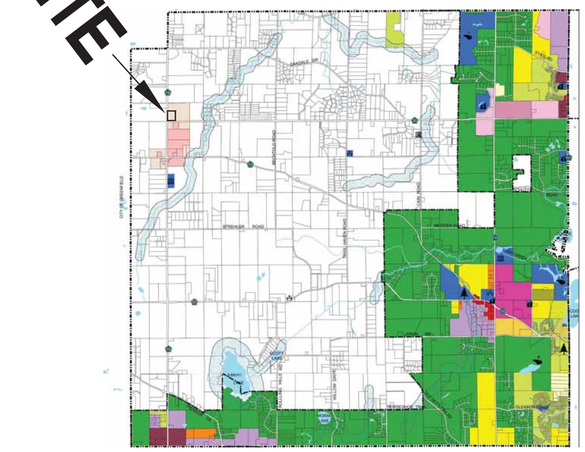
T. SCHERBER DEMOLITION & EXCAVATION

CONDITIONAL USE PERMIT PLANS

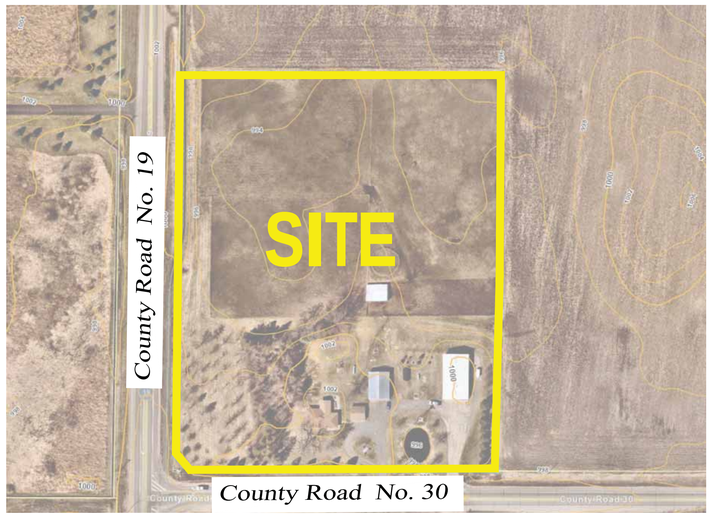
CORCORAN, MN

MINNESOTA

HENNEPIN COUNTY, MN



CORCORAN, MN



PROJECT LOCATION

INDEX OF CIVIL SITE DRAWINGS:

CLIENT:
T. Scherber Demolition & Excavating

11415 Vally Drive
Rogers, MN 55374

Trevor Scherber
trevor@tscherber.com
952-292-9633

T. SCHERBER DEMOLITION & EXCAVATION
CONDITIONAL USE PERMIT PLANS
23240 County Road No. 30
Corcoran, Minnesota 55374

PROJECT LOCATION PLAN

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.

Date: 4/28/23 Reg. No. 24348

PREPARED BY: CIVIL ENGINEERING SITE DESIGN
118 East Broadway St.
PO Box 166
Monticello, MN 55362
Phone: 763-314-0929
www.civilesd.com

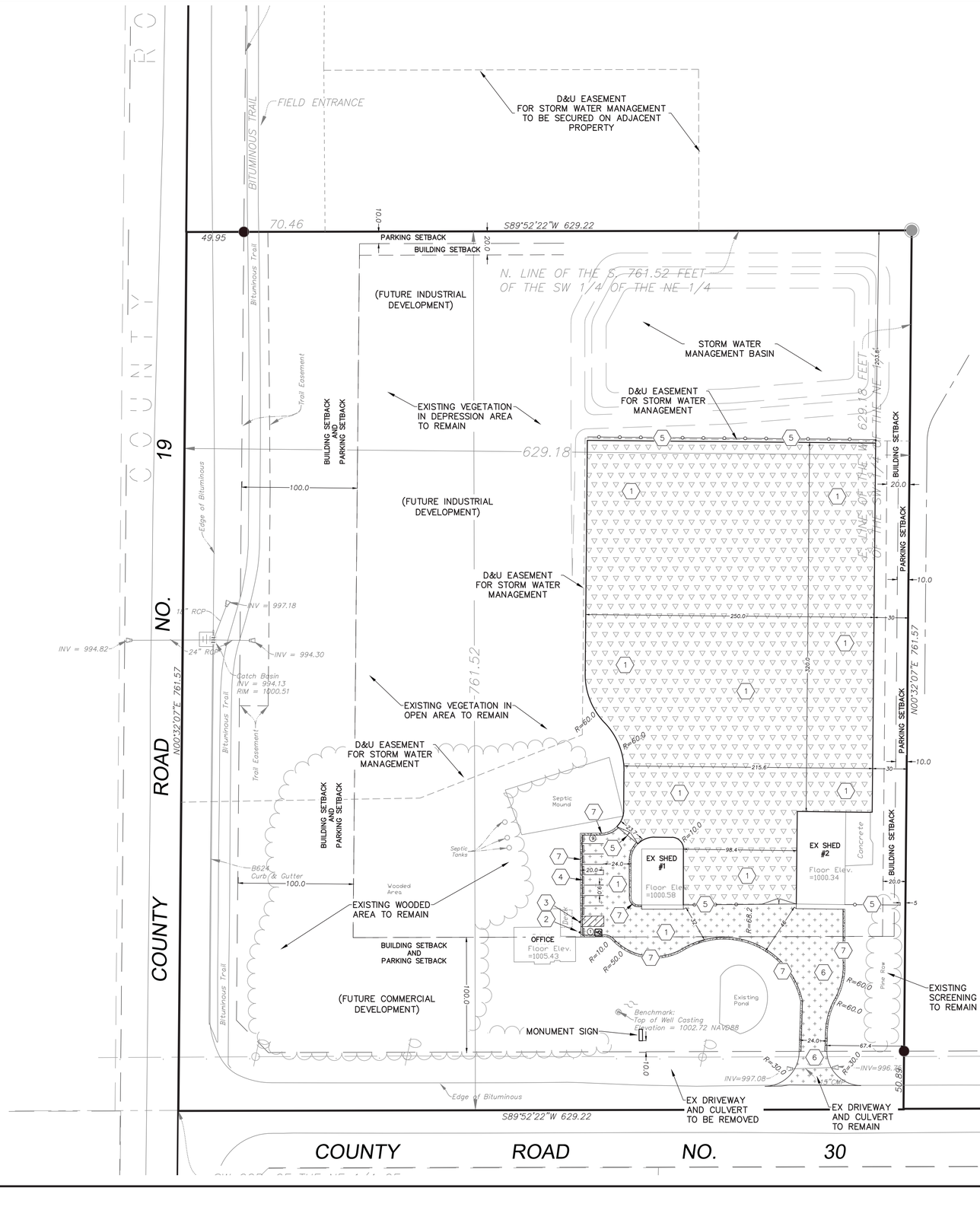
REVISIONS
03/11/21 SUBMITTAL TO CITY
03/15/21 ADD PARKING SETBACK DATA
04/19/21 ADD PAVEMENT EAST DRIVEWAY; REMOVE WEST DRIVEWAY
02/10/23 CITY COMMENTS
03/08/23 CITY COMMENTS
04/03/23 CITY COMMENTS
04/17/23 ADD NORTH SCREENING FENCE; MODIFY LANDSCAPE
04/28/23 CITY COMMENTS

DATE	DRAWN BY	DESIGNED BY	CHECKED BY
02/09/21	SD	SD	SD

FILE NO. 00790

C0

Project Location Plan



LEGEND:

- EXISTING BOUNDARY
- EXISTING R/W LINE
- AGGREGATE SURFACE
- BITUMINOUS SURFACE

0 50 100 150

GRAPHIC SCALE IN FEET

EXISTING PROPERTY DESCRIPTION

The South 761.52 feet of the West 629.18 feet of the Southwest Quarter of the Northeast Quarter of Section 7, Township 119, Range 23, Hennepin County, Minnesota.

SITE DATA:

LOT AREA:	479,160 SF = 11.00 ACRES GROSS 9.46 ACRES NET (Excludes Co Rd ROW)
EXISTING IMPERVIOUS AREA: (includes existing buildings, existing gravel surface areas)	27,160 SF
NEW IMPERVIOUS AREA: (new aggregate/bit surface areas)	87,403 SF
TOTAL IMPERVIOUS AREA:	114,563 SF
TOTAL PERCENT IMPERVIOUS AREA: (% of lot area; 118,650/412,130)	27.8%
TOTAL PERVIOUS AREA: (landscape, turf areas)	297,567 SF
PERCENT PERVIOUS AREA: (% of lot area; 297,567/412,130)	72.2%
DISTURBANCE AREA:	181,708 SF 4.2 AC

SURVEY DATA

SURVEY INFORMATION PROVIDED BY:
OTTO ASSOCIATES ENGINEERS & LAND SURVEYORS INC.
9 WEST DIVISION STREET
BUFFALO, MN 55313

DATED: NOVEMBER 2, 2020

BENCHMARK:
Top of Well Casting
Elev.=1002.72 (NAVD88 Datum)

EXISTING ZONING

CR RURAL COMMERCIAL

PROJECT LOCATION

PART OF SECTION 07,
TOWNSHIP 119, RANGE 23,
HENNEPIN COUNTY, MINNESOTA

KEY NOTES:

1. AGGREGATE SURFACE; SEE SECTION ON DETAIL SHEET
2. ACCESSIBLE PARKING SIGN (MnDOT NOS. R7-8A & R7-8B). CENTER SIGN ON PARKING STALL. LOCATION PER GENERAL CONTRACTOR. MOUNT ON STEEL CHANNEL POST.
3. NO PARKING SIGN (MNDOT # R8-3). CENTER SIGN ON ADA ACCESS AISLE. LOCATION PER GENERAL CONTRACTOR. MOUNT ON STEEL CHANNEL POST. SIGN HEIGHT PER MN ADA REQUIREMENTS.
4. CONCRETE PARKING BLOCKS
5. SCREENING FENCE 6 FT HEIGHT. CHAIN LINK WITH SCREENING SLATS
6. BITUMINOUS PAVEMENT; SEE SECTION ON DETAIL SHEET
7. CONCRETE RIBBON CURB 20 INCH WIDTH (AT EDGE OF BITUMINOUS ABUTTING LANDCAPE AREAS ONLY); SEE SECTION ON DETAIL SHEET
   MIX 3F32 FOR MACHINE PLACEMENT (MnDOT 2461)
   MIX 3F52 FOR MANUAL PLACEMENT (MnDOT 2461)

SITE PLAN NOTES

1. ALL DIMENSIONS SHOWN ARE TO FACE OF CURB OR EDGE OF PAVEMENT UNLESS OTHERWISE NOTED.
2. MATCH EXISTING GRADES AT EXISTING PAVEMENT TO REMAIN.
3. EXISTING PAVEMENT TO REMAIN SHALL BE SAW CUT FOR CLEAN EDGE. TACK SHALL BE USED ON ALL VERTICAL EDGES PRIOR TO PATCHING.
4. CONTRACTOR SHALL VERIFY AND COORDINATE CONDUIT REQUIRMENTS FOR UNDERGROUND UTILITIES IF ANY WITHIN THE WORK ZONE WITH THE OWNER PRIOR TO PAVING.
5. CONTRACTOR IS RESPONSIBLE FOR COORDINATING WITH FIRE MARSHALL FOR POSTING OF FIRE LANES, CURB MARKING AND SIGNAGE AS REQUIRED.
6. CONTRACTOR IS RESPONSIBLE FOR DEMOLITION AND REMOVAL OF ALL EXISTING SITE FEATURES THAT INTERFERE WITH NEW WORK AS SHOWN.

GENERAL NOTES

1. PRIOR TO STARTING CONSTRUCTION, THE CONTRACTOR SHALL VERIFY THAT ALL REQUIRED PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL THE CONTRACTOR HAS THOROUGHLY REVIEWED ALL PLANS AND OTHER DOCUMENTS APPROVED BY THE PERMITTING AUTHORITIES.
2. WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS AND THE REQUIREMENTS AND STANDARDS OF THE LOCAL GOVERNING AUTHORITY. THE SOILS REPORT AND RECOMMENDATION SET FORTH THEREIN ARE A PART OF THE REQUIRED CONSTRUCTION DOCUMENTS AND IN CASE OF CONFLICT SHALL TAKE PRECEDENCE UNLESS SPECIFICALLY NOTED OTHERWISE ON THE PLANS. THE CONTRACTOR SHALL NOTIFY THE OWNER OF ANY DISCREPANCY BETWEEN SOILS REPORT AND PLANS.
3. SITE CLEARING SHALL INCLUDE THE LOCATION AND REMOVAL OF ALL UNDERGROUND PIPING, VALVING, ETC.
4. SITE GRADING SHALL BE PERFORMED IN ACCORDANCE WITH THESE PLANS AND SPECIFICATIONS AND THE RECOMMENDATIONS SET FORTH IN THE SOILS REPORT IF OWNER HAS PROVIDED SUCH REPORT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING AND REPLACING ALL SOFT, YIELDING OR UNSUITABLE MATERIALS AND REPLACING WITH SUITABLE MATERIALS AS SPECIFIED. IF REQUESTED BY THE OWNER, CONTRACTOR SHALL SUBMIT A COMPACTION REPORT PREPARED BY A QUALIFIED SOILS ENGINEER, LICENSED WITHIN THE STATE WHERE THE WORK IS PERFORMED, VERIFYING THAT ALL FILLED AREAS AND SUBGRADE AREAS WITHIN THE BUILDING PAD AND PAVEMENT AREAS HAVE BEEN COMPACTED IN ACCORDANCE WITH THE SPECIFICATIONS AND RECOMMENDATIONS SET FORTH IN THE SOILS REPORT.
5. THE LOCATIONS OF THE UNDERGROUND FACILITIES SHOWN ON THIS PLAN ARE BASED ON AVAILABLE SURVEY RECORDS. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO CONTACT THE VARIOUS UTILITY COMPANIES TO LOCATE THEIR FACILITIES PRIOR TO STARTING CONSTRUCTION. NO ADDITIONAL COMPENSATION SHALL BE PAID TO THE CONTRACTOR FOR DAMAGE AND REPAIR TO THESE FACILITIES CAUSED BY HIS WORK FORCE.
6. ALL EXISTING DIMENSIONS AND GRADES SHOWN ON THE PLANS SHALL BE FIELD VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. CONTRACTOR SHALL NOTIFY OWNER IF ANY DISCREPANCIES EXIST PRIOR TO PROCEEDING WITH CONSTRUCTION FOR NECESSARY PLAN OR GRADE CHANGES. NO EXTRA COMPENSATION SHALL BE PAID TO THE CONTRACTOR FOR WORK HAVING TO BE REDONE DUE TO DIMENSIONS OR GRADES SHOWN INCORRECTLY ON THESE PLANS IF SUCH NOTIFICATION HAS NOT BEEN GIVEN.
7. ALL EXISTING CONCRETE CURBING AND PAVEMENT TO REMAIN SHALL BE PROTECTED FROM DAMAGE. CONTRACTOR TO REPAIR ANY DAMAGED EXISTING CURB AND PAVEMENT AT CONTRACTORS EXPENSE.

INDEX OF CIVIL SITE DRAWINGS:

CLIENT:

T. Scherber Demolition & Excavating

11415 Vally Drive
Rogers, MN 55374

Trevor Scherber
trevor@tscherber.com
952-292-9633

T. SCHERBER DEMOLITION & EXCAVATION
CONDITIONAL USE PERMIT PLANS
23240 County Road No. 30
Corcoran, Minnesota 55374

SITE PLAN

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.

Date: 4/28/23 Reg. No. 24348

PREPARED BY:

CIVIL ENGINEERING SITE DESIGN
118 East Broadway St.
PO Box 466
Monticello, MN 55362
Phone: 763-314-0929
www.civilesd.com

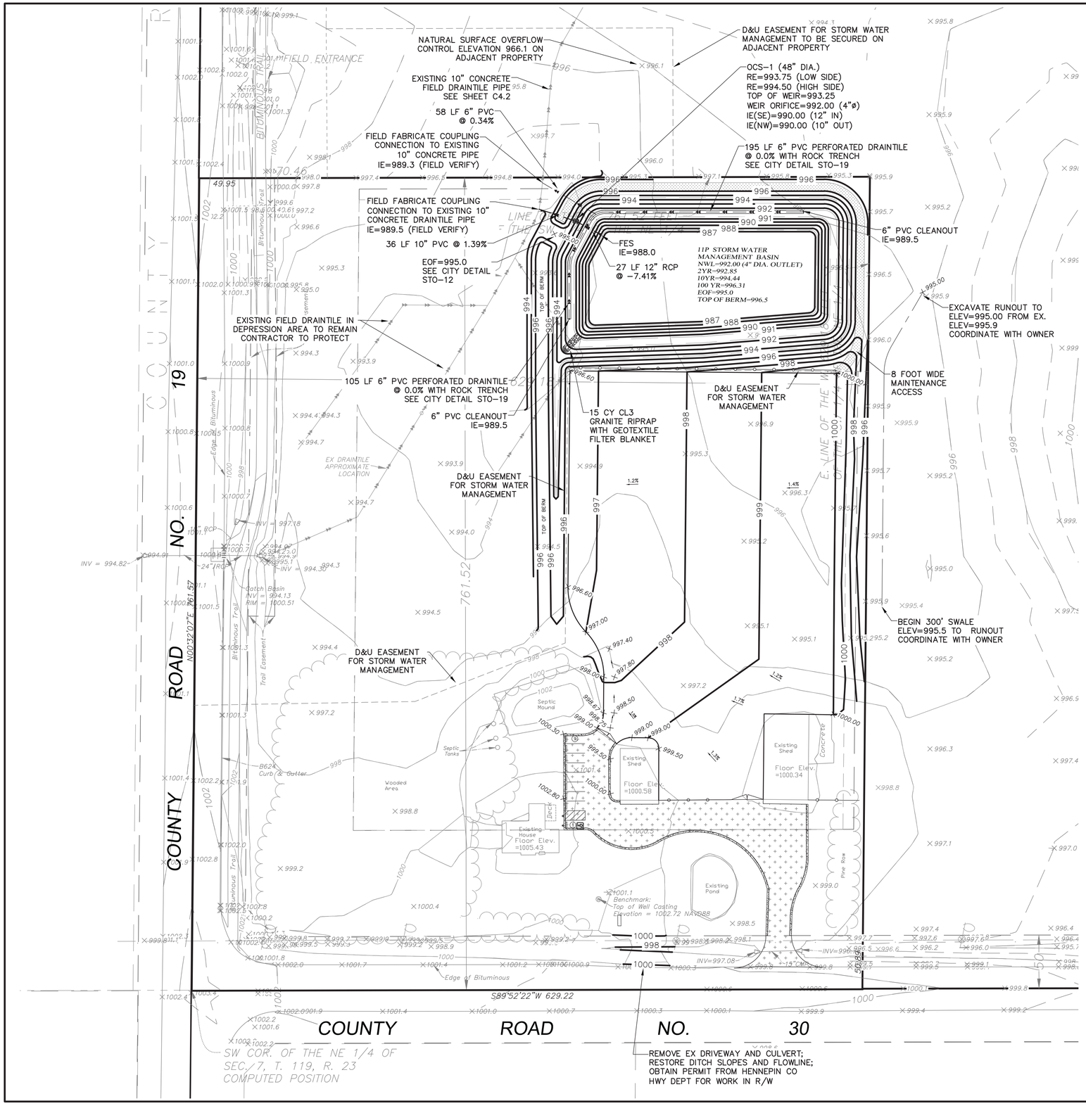
REVISIONS
03/11/21 SUBMITTAL TO CITY
03/15/21 ADD PARKING SETBACK DATA
04/19/21 ADD PAVEMENT, EAST DRIVEWAY; REMOVE WEST DRIVEWAY
02/10/23 CITY COMMENTS
03/08/23 CITY COMMENTS
04/03/23 CITY COMMENTS
04/11/23 ADD NORTH SCREENING FENCE; MODIFY LANDSCAPE
04/28/23 CITY COMMENTS

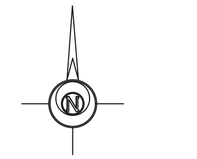
DATE	DRAWN BY	DESIGNED BY	CHECKED BY
02/09/21	SD	SD	SD

FILE NO. 00790

C1

Site Plan





LEGEND:

- 908 — Existing Contours
- >> — Existing Storm Sewer
- ×908.10 — Existing Spot Elevation
- 908 — Proposed Contours
- ▶▶ — Proposed Storm Sewer
- × 943.50 — Proposed Spot Elevation
- Flow Direction
- Overflow Route

SURVEY DATA

SURVEY INFORMATION PROVIDED BY:
OTTO ASSOCIATES ENGINEERS & LAND SURVEYORS INC.
9 WEST DIVISION STREET
BUFFALO, MN 55313

DATED: NOVEMBER 2, 2020

BENCHMARK:
Top of Well Casting
Elev.=1002.72 (NAVD88 Datum)

GENERAL GRADING NOTES:

1. Specifications applicable for this project: Current standard specifications for City of Corcoran, MN, and the latest Minnesota Department of Transportation Specifications for Highway Construction and all NPDES requirements except where modified by these contract documents.
2. OSHA requirements shall be followed for all work on this project.
3. The Contractor shall notify "Gopher State One Call" 48 hours prior to any excavation (1-800-252-1166.)
4. The Grading Contractor shall verify all locations and elevations of underground utilities with utility companies prior to any construction, and immediately notify the Engineer of any conflicts.
5. Erosion Control shall be constructed, as applicable, as sequenced below:
   A. Silt Fence.
   B. Rock Construction Entrance.
   C. Demolition
   D. Common excavation (grading).
   E. Seed and mulch or sod (See notes on Landscape plan).
6. Final Plat shall govern for easements and lot dimensions.
7. Any erosion control items necessary to protect adjacent properties shall be constructed by the Grading Contractor.
8. Erosion control maintenance shall be performed by the Grading Contractor, and removed as per the Contract Documents or as directed by the Engineer, followed by all necessary restoration of disturbed area. This work shall be incidental to the grading contract.
9. The Grading Contractor shall schedule the soils engineer to facilitate certification of all controlled fills in a timely fashion. Density tests shall meet the following:
   A. Within the upper 3' of streets, the Grading Contractor shall utilize approved soils that are within 1% of the optimum moisture content as defined by the Standard Proctor Test-ASTM: D-698 with compaction meeting 100% Standard Proctor Density and not exceeding this compaction by more than 1%. Below the upper 3', compaction shall meet 95% Standard Proctor Density, and be within 3% of the optimum moisture content. Grading tolerances shall be 0.1'.
   B. Grading tolerances for the remainder of the site shall be 0.25'.
10. All areas of unsuitable soils found in the pad described above that cannot be corrected shall be located in the field by the Grading Contractor. The Grading Contractor shall immediately notify the Engineer of these areas and provide information as to their size and location.
11. The Grading contractor shall provide positive drainage on the site at all times.
12. The Grading Contractor shall keep public streets and travel ways clear of soil and debris. Daily cleaning at the construction entrance shall be performed, especially at the end of each day's work.
13. All silt fence shall be removed at project completion.
14. All proposed elevations are at curb flow line or finished bituminous surface unless otherwise noted.
15. All erosion control best management practices shall be per City standards.

INDEX OF CIVIL SITE DRAWINGS:

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Rogers, MN 55374

Trevor Scherber
trevor@tscherber.com
952-292-9633

T. SCHERBER DEMOLITION & EXCAVATION
CONDITIONAL USE PERMIT PLANS
23240 County Road No. 30
Corcoran, Minnesota 55374

GRADING & DRAINAGE PLAN

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.

Signature: Sara Dahl
Date: 4/28/23 Reg. No. 24348

PREPARED BY:
CIVIL ENGINEERING
SITE DESIGN
118 East Broadway St.
P.O. Box 66
Monticello, MN 55362
Phone: 763-314-0929
www.civilesd.com

REVISIONS
03/11/21 SUBMITTAL TO CITY
03/15/21 ADD PARKING SETBACK DATA
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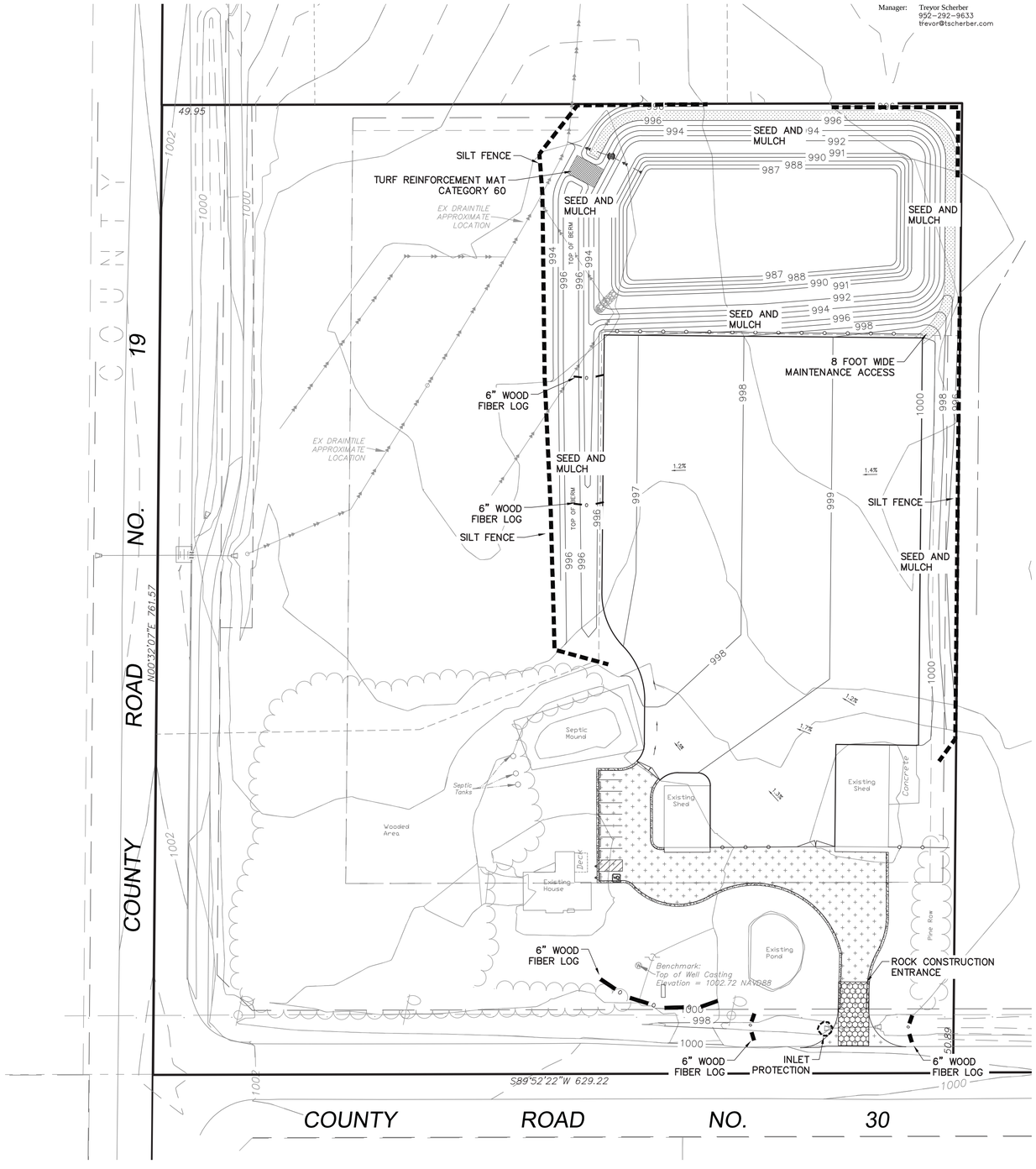
04/17/23 ADD NORTH SCREENING FENCE; MODIFY LANDSCAPE
04/28/23 CITY COMMENTS

DATE	DRAWN BY	DESIGNED BY	CHECKED BY
02/09/21	SD	SD	SD

FILE NO. 00790

C2

Grading & Drainage Plan



RESPONSIBLE PARTY

Contact information for the responsible party for erosion control is:

Owner: T.SCHERBER DEMOLISHING & EXCAVATION
11416 Valley Drive
Rogers, MN 55374

Contractor: Owner

Manager: Trevor Scherber
952-292-9633
trevor@tscherber.com

LEGEND:

- 908 — Existing Contours
- >> — Existing Storm Sewer
- 908 — Proposed Contours
- Proposed Storm Sewer
- Proposed Silt Fence
- Proposed Fiber Logs
- Proposed Storm Sewer Inlet Protection
- 1.9% — Flow Direction

0 50 100 150
GRAPHIC SCALE IN FEET

SWPP NARRATIVE

This comerial project construction will consist of site clearing, grading, utilities, and street construction. Construction is planned for 2022.

First, perimeter silt fence and rock construction entrance shall be installed. Then site work shall commence. The contractor shall dispose all debris off-site within 24 hours. Then the site can be graded, utilities installed, building constructed, curbing and pavements installed, final grade tolerance, and landscape final stabilization. Once final grade is established and certified, the site shall be stabilized with seed and mulch or sod. Once vegetation is established, temporary erosion control measures shall be removed.

POLLUTION PREVENTION NOTES

Solid waste: collected sediment, asphalt and concrete millings, floating debris, paper, plastic, fabric, construction debris and other wastes must be disposed of properly off-site and must comply with MPCA requirements.

Hazardous materials: oils, gasoline, paint, and any hazardous substance 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 must be in compliance with MPCA regulations.

External washing of trucks or other construction vehicles is not allowed on site. No engine degreasing is allowed on site. No concrete washouts are allowed on site.

Concrete truck washout is not to be allowed on site unless washout waste is contained with no discharge to ground surface or site drainage facilities. Containment systems are to be located a minimum 50 feet away from drainage facilities and watercourses. Containment systems shall have an impermeable liner. Containment system shall be clearly marked with signage.

All sanitary waste must be collected from portable toilet units on site by a licensed waste management contractor. The units must be secured and shall be maintained on a regular basis as needed to prevent overfilling.

DESIGN CALCULATIONS

Design calculations, including soil types are on file with: Civil Engineering Site Design

SWPPP Designer: Scott Dahlke (Expires 2025)

EROSION CONTROL NOTES

1. All devices necessary to control erosion and sediment (I.E. perimeter silt fence, rock construction entrances, swales, ponds, berms, ETC.) shall be installed prior to any other construction operations.
2. After completion of final grading, exposed soils must be permanently stabilized within 7 days. Stabilization shall consist of disc-anchored seed & mulch, HECP with fiber reinforced matrix, erosion blanket with seed, or sod.
3. The site must be kept in a well drained condition at all times. The contractor shall be responsible for temporary ditches, or other means necessary to ensure proper drainage. The building pad must be provided with a positive outflow. This work shall be incidental to the grading contract.
4. Entering/exiting of the site shall occur only at rock construction entrance to reduce tracking of dirt onto paved streets. Sediment tracked onto streets during working hours must be reclaimed via street scraping and sweeping at the end of each working day.
5. Stormwater discharge pipe outlet energy dissipation shall be provided by rip-rap with size, quantity, and placement in accordance with City standards. Rip-rap installation shall be within 24 hours of pipe installation.
6. Install silt fence around all temporary inactive stockpiles which are not place within existing silt fence area or other perimeter erosion controls.
7. Stabilization of temporary or permanent drainage ditches that drain water from the construction site must be initiated within 24 hours of connecting the drainage ditch to any storm water conveyance system and must be completed using erosion blanket.
8. Sufficient personell, equipment, and materials shall be mobilized within 24 hours of written order (ie. email) by the owner or owners representative to conduct corrective work and install temporary erosion control work in the case of an emergency.

EROSION CONTROL INSTALLATION SCHEDULE

1. Silt fence shall be installed or restored prior to any construction. Silt fence shall be located as shown to intercept runoff. The area located beyond the perimeter silt fence shall not be disturbed during construction.
2. Rock Construction Entrance shall be installed prior to grading operations.
3. All storm sewer inlets shall have inlet protection inserts installed. Inserts shall be "Road rain-Top Slab" or "Road Drain-Curb & Gutter" inlet protection devices as manufactured by WIMCO (or approved equal) and installed per manufacture's recommendations.
4. All erosion control installations shall remain in place and be maintained in good condition by the contractor until the site has been re-vegetated, at which time it shall be removed by the contractor. For proposed paved surface areas, the contractor may remove necessary silt fencing to construct roadway, while maintaining adequate erosion control in adjacent areas.
5. Sufficient topsoil shall be stockpiled to allow for the replacement of 6" topsoil for disturbed areas to be re-vegetated.
6. The contractor shall schedule site grading, utility installation and roadway construction so that the general site can be mulched and re-seeded soon after disturbance. Areas that will not be subject to construction traffic for 14 days shall be seeded and mulched or sodded within 7 days of final grading.

EROSION CONTROL MAINTENANCE SCHEDULE

1. Erosion control measures shall be inspected by the contractor's representative and maintained by the contractor every Friday and within 24 hours after any rainfall event larger than 1/2" until the project is completed. Maintenance requirements are as follows: silt fence – 1/3 height of fence or damaged, remove sediment and/or repair fence within 24 hours; rock entrance – refresh as necessary to conform to detail; inlet protection inserts – remove sediment after each rain event, clean or replace filter when clogged; surface water – drain and stabilize, within 7 days of discovery; and street sweeping – remove all sediment tracked onto paved surfaces within 24 hours or as directed by City Engineer.
2. Replacement – Fabric shall be replaced promptly when it decomposes or becomes ineffective before the barrier is no longer necessary.
3. Any sediment remaining in place after silt fence is no longer required shall be dressed to conform with the existing grade, prepared, and seeded with appropriate seed mix, as directed by the engineer.
4. Removal of the silt fence– Silt fences shall be removed when they have served their useful purpose, but not before the upward sloping area has been permanently stabilized.

VEGETATION GROUND COVER SCHEDULE

1. Stabilization of all exposed soil areas must be initiated immediately but in no case completed later than seven (7) days after the construction activity in that portion of the site has temporarily or permanently ceased. Seeding and mulching shall conform to the latest NPDES requirements for installation schedule with regards to grading.
2. Permanent turf ground cover shall include all disturbed areas be covered with a minimum 6" topsoil and sodded or seeded as allowed by City, or as proposed on City approved landscape plan for the project. If not otherwise specified, turf seed to be MnDOT mix 25-141 applied at 59 lbs/ac a MnDOT Type 3 mulch shall be applied at 2 tons/ac and disc anchored in areas not covered by sod or erosion blanket. Seeding and mulching shall conform to the latest NPDES requirements for installation schedule with regards to grading.
3. Temporary ground cover to be MnDOT seed mix 22-111 shall be applied at 31 lbs/ac, or equivalent as approved by City. MnDOT Type 1 mulch shall be applied at 2 tons/ac and disc anchored in areas not covered by sod or erosion blanket.
4. Fertilizer for turf shall be MnDOT Type 3 22-5-10 and applied at 350 lb/ac. Disc fertilizer into top 3" of soil. Dormant seed mix shall be used after November 1 or when temperatures do not exceed 40° F, using same rates specified above. No seed shall be placed on snow or ice greater than 2" in depth.
5. Any seeded areas that do not become established with vegetation shall be re-seeded at Contractor's expense.
6. Erosion blanket shall be installed in seed areas with ground surface slopes of 4H:1V or steeper.

EXISTING PROPERTY DESCRIPTION

The South 761.52 feet of the West 629.18 feet of the Southwest Quarter of the Northeast Quarter of Section 7, Township 119, Range 23, Hennepin County, Minnesota.

PROJECT LOCATION

PART OF SECTION 07,
TOWNSHIP 119, RANGE 23,
HENNEPIN COUNTY, MINNESOTA

TOTAL SITE DATA:

EXISTING TOTAL AREA:	412,130 SF
EXISTING IMPERVIOUS AREA:	27,160 SF
NEW IMPERVIOUS AREA:	87,403 SF
PROPOSED IMPERVIOUS AREA:	114,563 SF
TOTAL PERCENT IMPERVIOUS AREA: (% of total area; 114,563/412,130)	27.8%
PROPOSED DISTURBED AREA:	181,708 SF = 4.2 AC

EROSION CONTROL QUANTITIES:

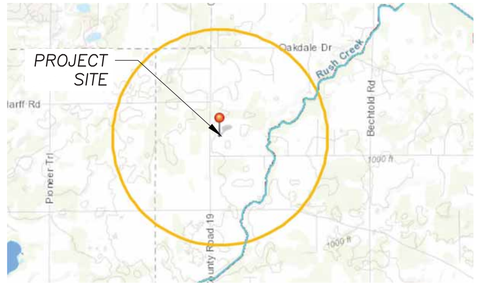
ITEM:	QUANTITY	UNIT
ROCK ENTRANCE	1	EA
SILT FENCE	1,120	LF
WOOD FIBER LOG 6" DIA.	142	LF
EROSION BLANKET CAT. 3	0	SY
INLET PROTECTION	2	EA

SURVEY DATA

SURVEY INFORMATION PROVIDED BY:
OTTO ASSOCIATES ENGINEERS & LAND SURVEYORS INC.
9 WEST DIVISION STREET
BUFFALO, MN 55313

DATED: NOVEMBER 2, 2020

BENCHMARK:
Top of Well Casting
Elev.=1002.72 (NAVD88 Datum)



RUSH CREEK IMPARED WATER WITHIN 1 MILE RADIUS OF PROJECT

INDEX OF CIVIL SITE DRAWINGS:

CLIENT:
T. Scherber Demolition & Excavating
11415 Vally Drive
Rogers, MN 55374
Trevor Scherber
trevor@tscherber.com
952-292-9633

T. SCHERBER DEMOLITION & EXCAVATION
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SWPPP

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.
Scott Dahlke
Date: 4/28/23 *Reg. No.* 24348

PREPARED BY: *CIVIL ENGINEERING SITE DESIGN*
118 East Broadway St.
P.O. Box 66
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Phone: 763-314-0929
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REVISIONS
03/11/21 SUBMITTAL TO CITY
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04/19/21 ADD PAVEMENT EAST DRIVEWAY; REMOVE WEST DRIVEWAY
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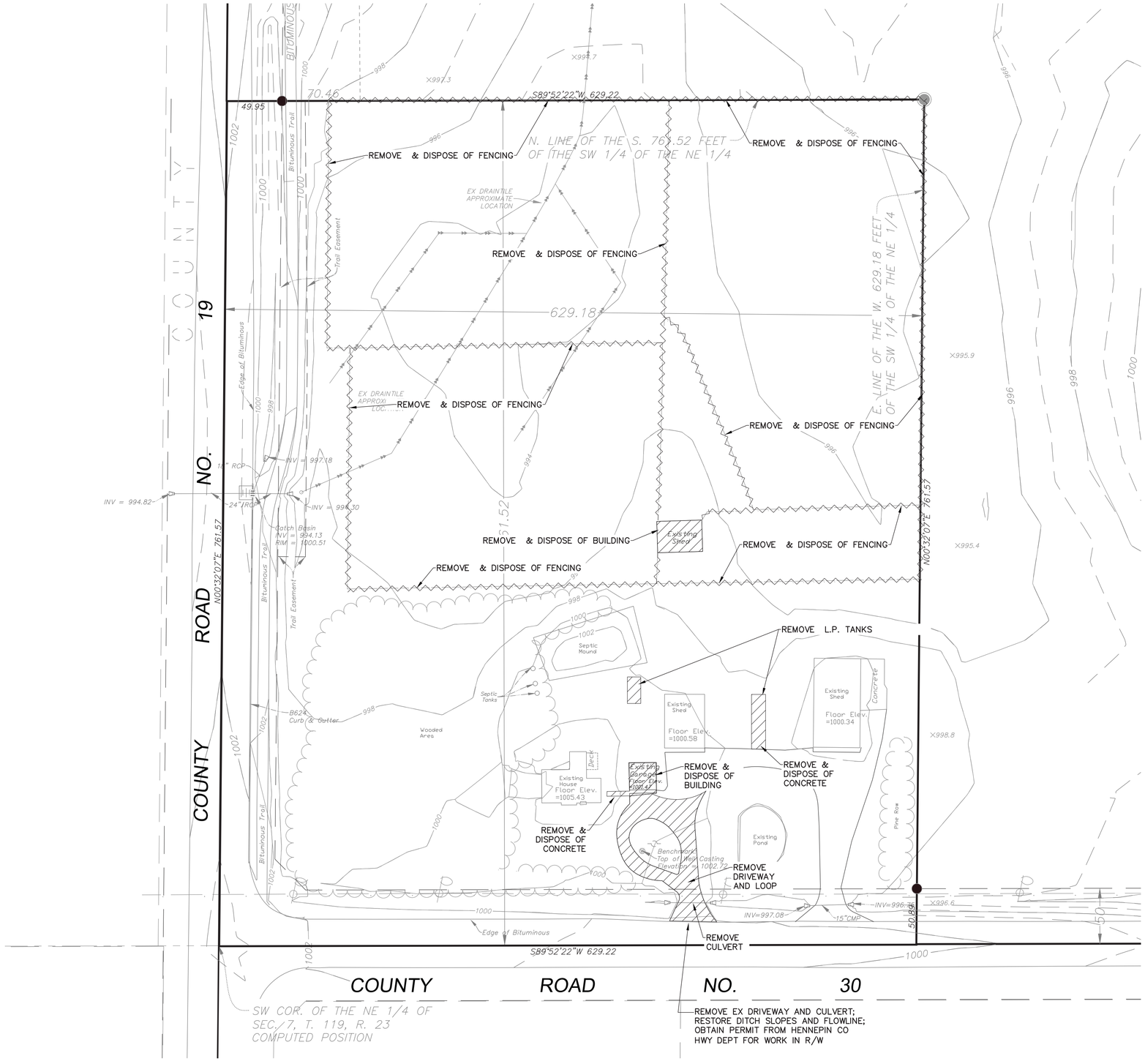
FILE NO. 00790

C3
SWPPP



REMOVE EX DRIVEWAY AND CULVERT; RESTORE DITCH SLOPES AND FLOWLINE; OBTAIN PERMIT FROM HENNEPIN CO HWY DEPT FOR WORK IN R/W

0 50 100 150

GRAPHIC SCALE IN FEET

LEGEND:

- Existing Contours (908)
- Existing Sanitary Sewer
- Existing Water Main
- Existing Storm Sewer
- Existing Trees
- Existing Bndy Line
- Remove Existing Fence
- Proposed Demolition & Removal Area

SURVEY DATA

SURVEY INFORMATION PROVIDED BY:
OTTO ASSOCIATES ENGINEERS & LAND SURVEYORS INC.
9 WEST DIVISION STREET
BUFFALO, MN 55313

DATED: NOVEMBER 2, 2020

BENCHMARK:
Top of Well Casting
Elev.=1002.72 (NAVD88 Datum)

DEMOLITION NOTES

1. Install perimeter sediment controls as soon as possible during clear and grub operations. See Erosion Control Plan.
2. Provide air quality control measures at the request of the Engineer or City Representatives. Take necessary measures to keep dust levels to a minimum. Provide sweeping of adjacent paving as needed, or as required by the City Engineer.
3. Locate and protect all utility lines prior to and during demolition. Utility locations shown are based on best available information and are not guaranteed. Contact private utility service for disconnection and removal.
4. Remove or relocate all existing site features that interfere with the proposed construction.
5. Protect existing site features that are to remain during construction. Replace anything damaged with new construction.
6. Pavement shall be saw cut at limits of removal unless noted otherwise. Do not impede existing traffic circulation to adjacent businesses or streets.
7. Sufficient topsoil shall be stockpiled to allow for the replacement of 6" of topsoil in disturbed areas to be re-vegitated.
8. All construction and post-construction parking shall be on-site. At no time shall parking, loading, or unloading be allowed on public streets.
9. Storage of materials or equipment shall not be allowed within public Right-of-Way and shall be maintained on site within project boundaries.

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952-292-9633

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23240 County Road No. 30
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EXISTING CONDITION & REMOVAL PLAN

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.

Date: 4/28/23 Reg. No. 24348

PREPARED BY: *CIVIL ENGINEERING SITE DESIGN*

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04/28/23 CITY COMMENTS

DATE	DRAWN BY	DESIGNED BY	CHECKED BY
02/09/21	SD	SD	SD

FILE NO. 00790

C4.1

Existing Condition & Removal Plan

SURVEY DATA

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OTTO ASSOCIATES ENGINEERS & LAND SURVEYORS INC.
9 WEST DIVISION STREET
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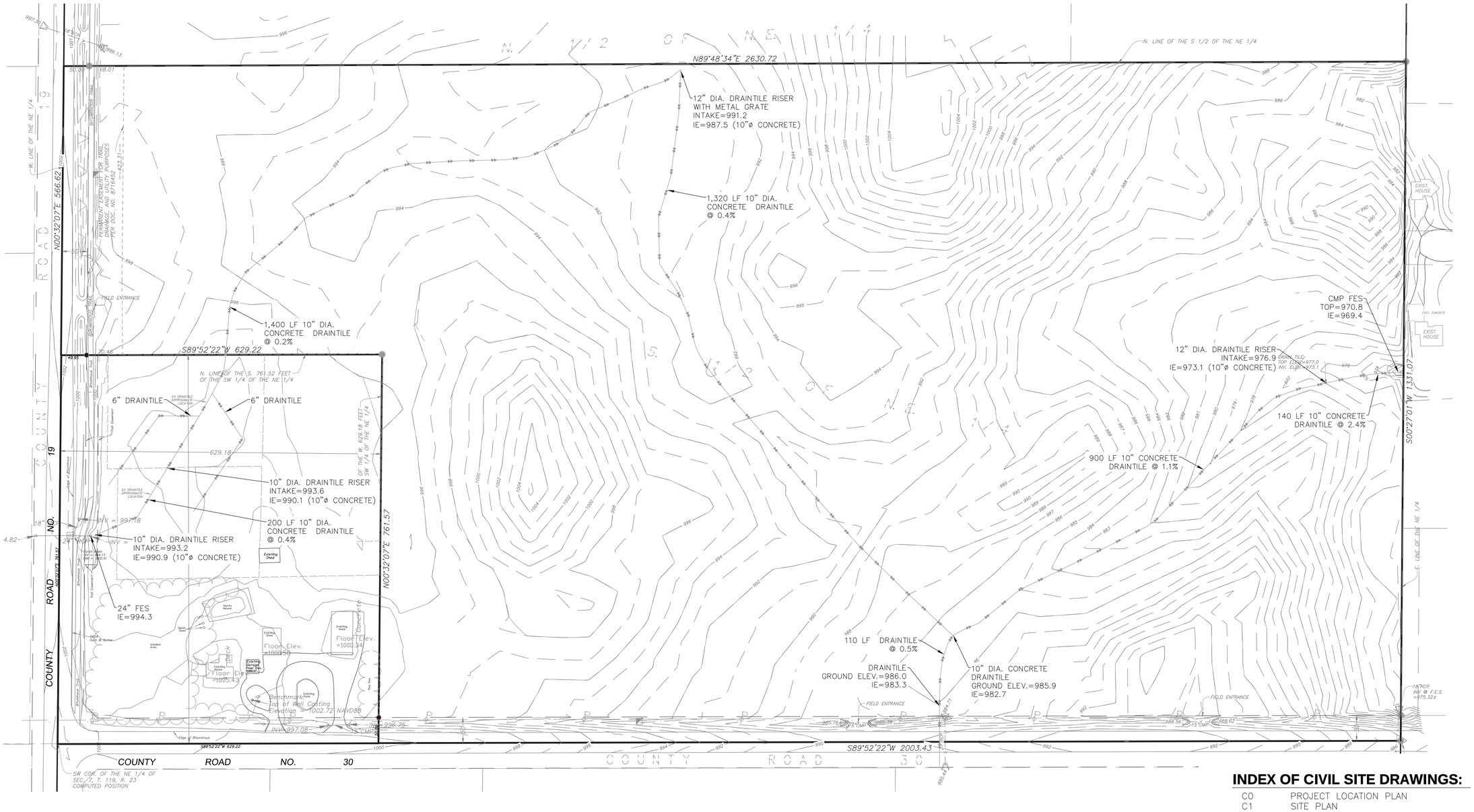
- Existing Bndy Line

0 100 200 300
GRAPHIC SCALE IN FEET



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Corcoran, Minnesota 55374

EXISTING CONDITION OVERALL PLAN

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.

Sam Davis

Date: 4/28/23 Reg. No. 24348

PREPARED BY: *CIVIL ENGINEERING SITE DESIGN*

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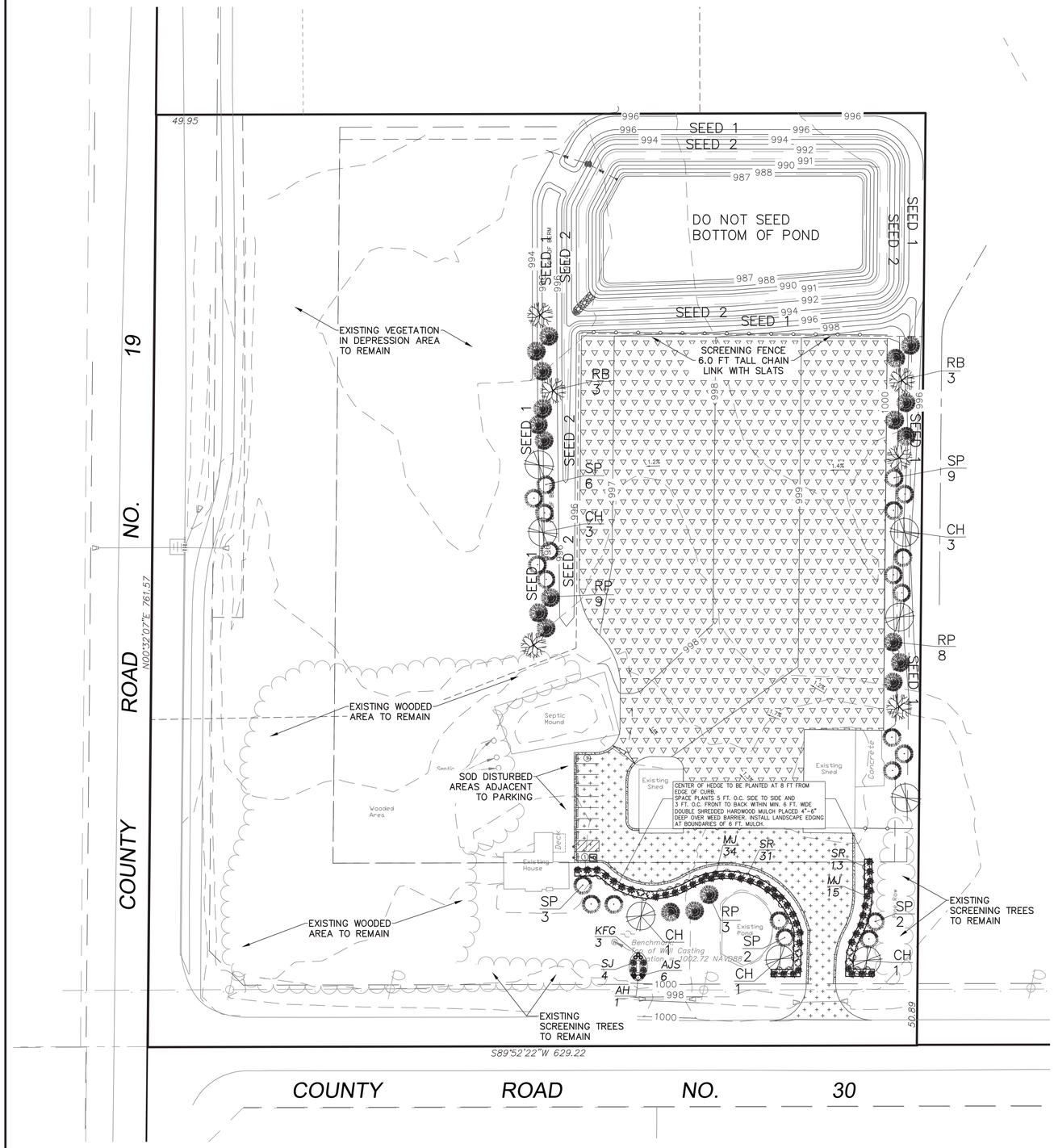
02/09/21	SD	SD	SD

FILE NO. 00790

C4.2

Existing Condition Overall Plan



TREE LIST: TOTAL SITE

QTY.	KEY	BOTANICAL NAME	COMMON NAME	SIZE/ROOT
TREES				
20	RP	Pinus resinosa	Red Pine	6' B&B
22	SP	Pinus sylvestris	Scotch Pine	6' B&B
6	RB	Betula nigra	River Birch	2–1/2" B&B
8	CH	Celtis occidentalis	Common Hackberry	2–1/2" B&B
56	TOTAL TREES			

SHRUBS & PERENNIALS & GRASSES: TOTAL SITE

QTY.	KEY	BOTANICAL NAME	COMMON NAME	SIZE/ROOT
SHRUBS AT MONUMENT SIGN				
1	AH	Hydrangea arborescens 'Annabelle'	Annabelle Hydrangea	3 Gal. Pot
4	SJ	Juniperus sabina 'Scandia'	Scandia Juniper	5 Gal. Pot
SHRUBS FOR SCREENING HEDGE				
44	SR	Rugosa rosa 'Blanc Double de Coubert'	Shrub rose 'Blanc D.d.C.'	5 Gal. Pot set 5' O.C.
49	MJ	Juniperus chinensis 'Maney'	Maney Juniper	5 Gal. Pot set 5' O.C.
98	TOTAL SHRUBS			
PERENNIALS & ORNAMENTAL GRASSES AT MONUMENT SIGN				
3	KFG	Calamagrostis acutiflora 'Karl Forester'	Karl Forester Feather Reed Grass	2 Gal. Pot
6	AJS	Sedum spectabile 'Autumn Joy'	Autumn Joy Sedum	1 Gal. Pot
9	TOTAL			

PLANTING NOTES:

Contractor shall provide two year guarantee of all plant materials. The guarantee begins on the date of the Landscape Architect's written acceptance of the initial planting. Replacement plant materials shall also have a one year guarantee commencing upon planting.

All plants to be northern–grown and hardy. Plants to be installed as per standard AAN planting practices.

Contractor shall verify locations with all utilities prior to installation of plants.

Staking of trees optional; reposition if not plumb after one year.

Open top of burlap on BB materials; remove pot on potted plants; split and break apart peat pots.

Prune plants as necessary – per standard nursery practice.

Owner shall be responsible for maintenance after acceptance of the work by the Owner.

Double shredded dark brown hardwood mulch 4" deep shall be provided around all new trees.

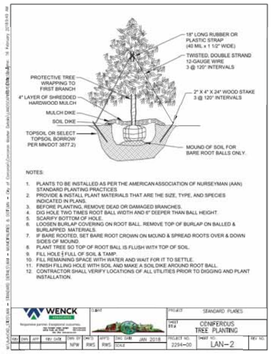
Field adjust tree and shrub locations to fit utility locations and any changes that may have ocured to the site plan and/or building overall design. Place foundation plantings to align with building/window design.

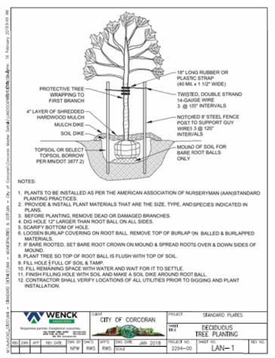
All seeding shall be done according to the current MNDoT Seeding Manual for rates, application methods, soil preparations, fertilization, and cover crop or erosion cover methods.

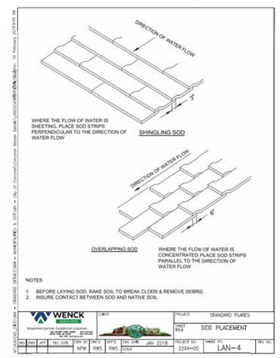
Seed 1 shall be MN 35–241 or an approved equivalent by Owner. Seed in areas of low maintenance and periodic mowing. Seed 2 shall be MN 33–261 or an approved equivalent by Owner. Seed within 10' of open water. No seed in bottom of pond. Sod to be locally grown, Highland blend, no peat grown sod allowed.

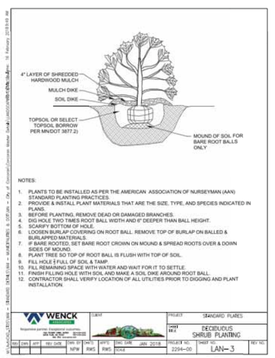
0 50 100 150

GRAPHIC SCALE IN FEET









INDEX OF CIVIL SITE DRAWINGS:

CLIENT:

T. Scherber Demolition & Excavating

11415 Vally Drive
Rogers, MN 55374

Trevor Scherber
trevor@tscherber.com
952-292-9633

T. SCHERBER DEMOLITION & EXCAVATION

CONDITIONAL USE PERMIT PLANS

23240 County Road No. 30
Corcoran, Minnesota 55374

LANDSCAPE PLAN

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.

Signature: Sarah Dahl

Date: 4/28/23 Reg. No. 24348

PREPARED BY: *CIVIL ENGINEERING SITE DESIGN*

118 East Broadway St.
P.O. Box 66
Monticello, MN 55362
Phone: 763–314–0929
www.civilesd.com

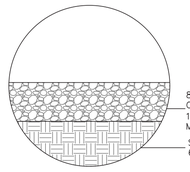
REVISIONS
03/11/21 SUBMITTAL TO CITY
03/15/21 ADD PARKING SETBACK DATA
04/19/21 ADD PAVEMENT EAST DRIVEWAY; REMOVE WEST DRIVEWAY
02/10/23 CITY COMMENTS
03/08/23 CITY COMMENTS
04/20/23 CITY COMMENTS
04/17/23 ADD NORTH SCREENING FENCE; MODIFY LANDSCAPE
04/28/23 CITY COMMENTS

DATE	DRAWN BY	DESIGNED BY	CHECKED BY
02/09/21	SD	SD	SD

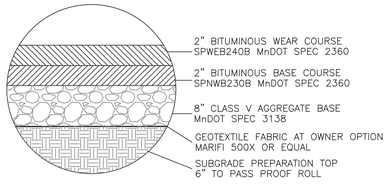
FILE NO. 00790

C5

Landscape Plan

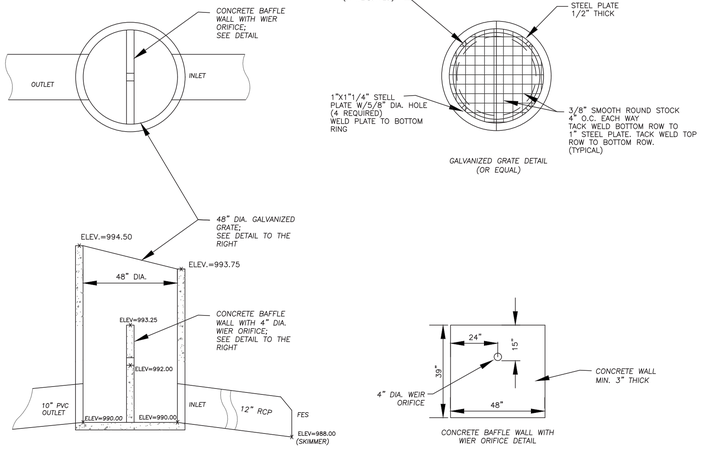


AGGREGATE SURFACE

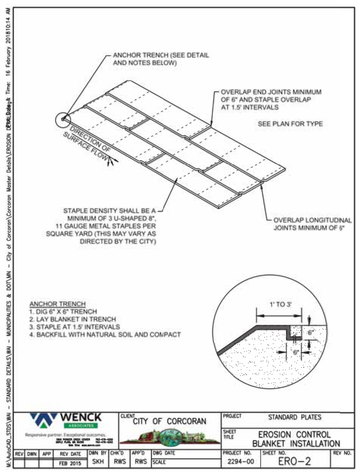


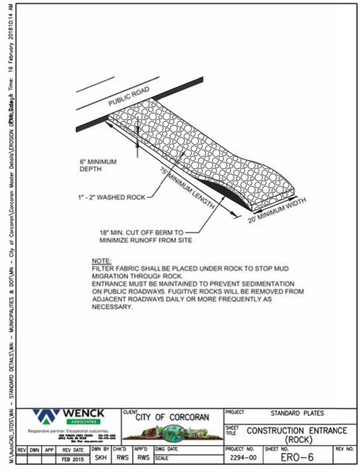
BITUMINOUS PAVEMENT

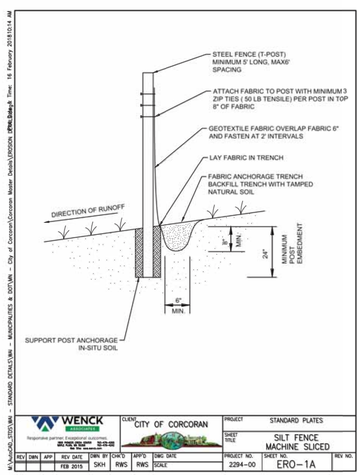
NOTE: SOILS SPECIFICATIONS SUPERSEDE ABOVE LISTED SPECIFICATIONS

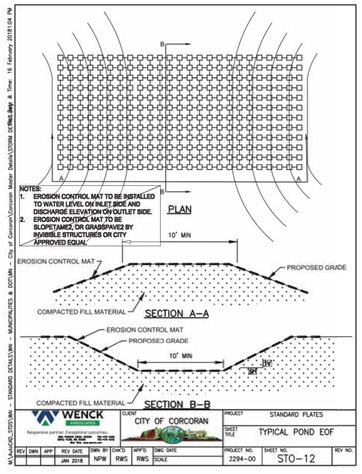


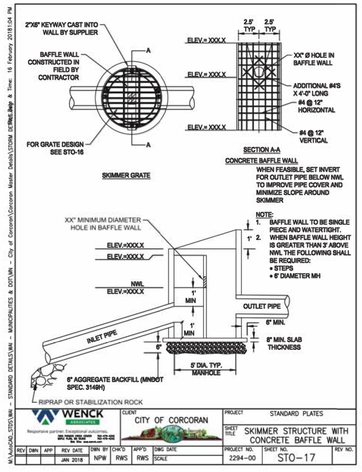
STORM WATER MANAGEMENT POND OUTLET CONTROL STRUCTURE OCS-1

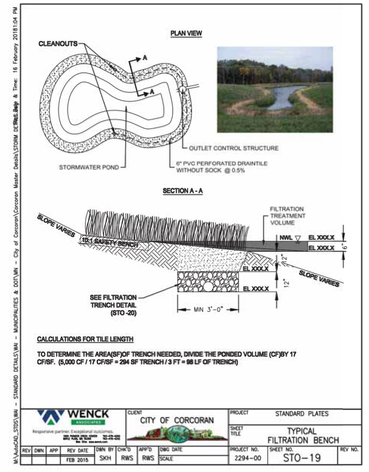


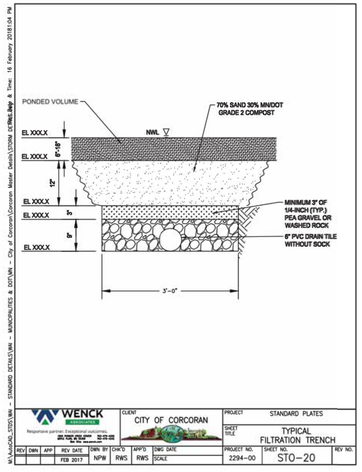












RIBBON CURB DETAIL
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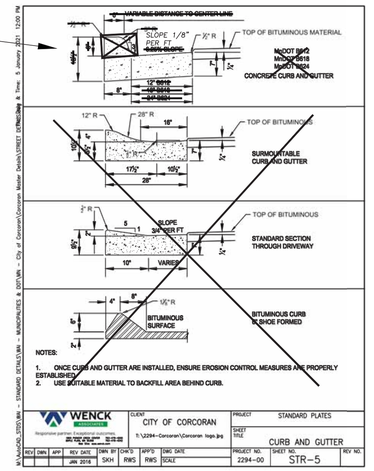

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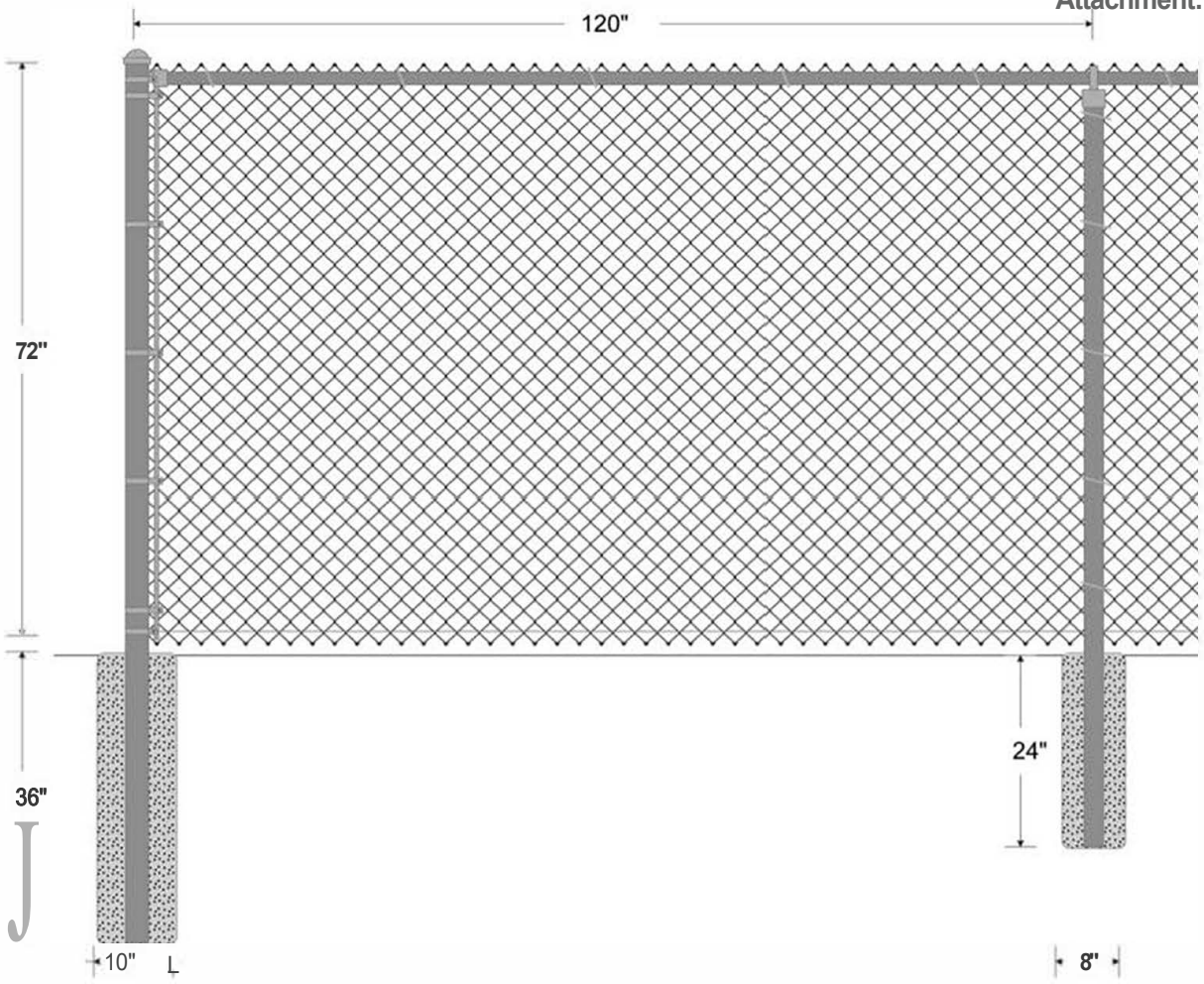
02/09/21	SD	SD	SD

FILE NO. 00790

C6

Details

Attachment: 8b7.



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CITY OF CORCORAN

8200 County Road 116 · Corcoran, MN 55340
763-420-2288 · www.corcoranmn.gov

MEMO

Meeting Date: May 25, 2023

To: City Council

From: Natalie Davis McKeown, Planner

Re: City Code Updates – Rental Dwelling Ordinance

Creation and adoption of a rental dwelling ordinance was identified as one of the Council's "Top 4" priorities to address in the remainder of 2022. The Council expressed a desire to establish a rental dwelling ordinance with the following concerns in mind:

1. The phenomenon of corporate entities buying up large amounts of homes (particularly single-family homes, twin-homes, and townhomes) within a community to convert them into rental properties. The Council was concerned this pattern runs the risk of reducing homeownership opportunities for local residents while increasing housing costs.
2. The potential for new neighborhoods developed with homeownership in mind to be converted into primarily rental neighborhoods. Again, this concern seemed to be specific to neighborhoods with single-family homes, twin-homes, and townhomes.
3. The importance of an exemption for property owners renting to a family member.

A first draft was shared with the Council at the September 22nd work session. The following key feedback was provided:

1. Apply a rental license limit to single-family rentals as well as twin-homes and townhomes.
2. Set the rental density limit within a neighborhood at 25% of the homes on a block.
3. In applying the rental license limit on the amount of licenses a single individual or entity can hold, the Council asked to remove a clause that would have allowed entities with a property management company to bypass the licensing limit.

4. The Council stated they felt a year to comply with the rental licensing requirements (including property maintenance) was fair with a carve out for life saving measures.
5. The Council asked staff to spend one hour on researching ordinances for short-term rentals (for Airbnb and the like) to see if it was a simple paragraph that could be added into the draft.

A second draft was shared with the Council at the November 21st work session. The following key feedback was provided:

1. Further refinement was desired regarding the special exemption process and the basis the Council is to review, approve, or deny such requests. It was stated that the approval should be based on a "net public benefit".
2. Clarification was desired on how manufactured homes would be treated, and staff was directed to reach out to the owner of Maple Hill Estates to discuss the ordinance.
3. Staff was directed to add definitions of apartments, single-family homes, twin-homes, and townhomes.
4. Staff was directed to clarify the language regarding the requirement to notify the City once the relative homestead status no longer applies to a property.
5. It was agreed that a licensing process for short-term rentals would be handled as a separate process.
6. The Council expressed a desire for property maintenance violations to count as a strike.
7. The Council expressed a desire for the look-back period of violations that count as strikes to be 18 months instead of 12 months.
8. Public Safety expressed the following concerns:
    a. The exemption of owner-occupied units that rent out bedrooms to unrelated adults was a concern as the police have encountered problematic properties within the community that would benefit from being required to comply with the proposed rental licensing provisions.
    b. Requested that the requirement for the property manager to live within the 7-county metro area be changed to a radius.
    c. Preferred the Code Compliance Official to be in charge of compliance with the proposed strike system in coordination with the Public Safety Director.
    d. Proposed a presumptive revocation of a rental license after a certain number of violations with the option for a hearing in which an appeal of the revocation can be requested.

A third draft that incorporated the feedback from the November work session was reviewed by Council at the April 13, 2023, work session. Staff was provided with the following feedback:

1. Remove the general exemption process for rental license limits applied to a single individual or entity.

2. Increase the number of rental licenses for a single individual or entity from three to five while including an exemption for existing property owners with more than 5 rental properties if they notify the City within a timely period after adoption of the ordinance.
3. Determine if language could be added to limit issuing rental licenses to applicants with a poor criminal history.

Below is a summary of the changes made to the fourth draft attached to this memo. The changes are highlighted within the draft for clarity.

1. Clarified the definition of “Rental Dwelling” and “Rental Dwelling Unit” to apply to non-owner residential occupancy of continuous periods of more than 60 days.

    - Staff received a question from someone looking to do short-term leases of up to 6 months, and it was unclear if this would be considered a short-term vacation rental or a rental dwelling.
        - The proposed ordinance will not work to regulate typical short-term vacation rentals as applicants are required to provide the name and contact information of all tenants as well as their criminal history upon request. This information will quickly become out of date for short-term rentals that can be rented out on a night-to-night or week-to-week basis. Staff does not have capacity to keep up with the high turnover in occupants for these types of property.
        - It seemed reasonable to clarify that properties occupied by a tenant for periods of more than 60 days (2 months) are subject to the rental dwelling licensing.
        - A true vacation short-term rental let out on a nightly or weekly basis and property owners looking to advertise their home on Airbnb on a trial basis would still be allowed without being subject to the rental license provisions.
        - Per previous discussions with Council, further regulations of short-term vacation rentals will be further evaluated and established at a later date.

2. Increased the limit for rental licenses owned by a single person or entity from three to five.

3. Removed the exemption process to exceed the rental license limit for a single person or entity.

    - Staff believes it should be noted that removal of the exemption process for the rental license limit will prevent rental townhome communities in medium and high-density areas as well as rental single-family communities.
        - This may reduce housing options in Corcoran which seems to contradict Goal 2 of the 2040 Comprehensive Plan to “provide a variety of housing types, styles, densities, and choices to meet the housing needs of residents.”

- From a property maintenance standpoint, these types of communities with on-site management and staff can reduce reliance on City services, specifically for property maintenance issues.
- Additionally, if there are intentional rental communities it can reduce the rental demand elsewhere in the City that makes it attractive for investors to purchase existing housing stock with the intention of renting out.
- One option for the Council to consider is to add an exemption specific to intentionally built rental communities approved as part of a PUD. This would better allow for a public benefit analysis and retain Council discretion.

4. Added a carveout for existing property owners of more than 5 rental properties to be exempt from the rental license limit until the lapse of the license or sale of the property.

    - Affected property owners must apply for rental licenses on all rental properties within 6 months of the ordinance adoption date to qualify for the exemption.

5. Added a carveout for the City Council to grant an exemption to the rental density limit when a property owner demonstrates a financial hardship (e.g., not able to sell their home due to market conditions).

    - This may help to avoid circumstances of previously filed lawsuits related to rental density limits.

6. Clarified when a rental license will not be granted to an applicant, particularly as it relates to the applicant's criminal history.

    - The proposed language is very similar to language used in the Adult Entertainment licensing provisions in Chapter 115.06(F) of the City Code.

Staff asks the Council to advise of any further changes desired to the enclosed drafts. If the Council is ready to proceed with adoption of the Rental Dwelling Licensing Ordinance and Property Maintenance Code, this can be added to the June 22 Council agenda. A public hearing is not required for either code update, but the Council can choose to hold a public hearing at the Council meeting and should advise staff if this is desired.

Attachments

1. Fourth Draft of Rental Dwelling Licensing Ordinance
2. First Draft of Property Maintenance Code
3. Draft Fee Schedule

CHAPTER 118: RENTAL DWELLING LICENSING

118.01: PURPOSE.

It is the purpose of this chapter to protect the public health, safety, and welfare of residents of Corcoran who live in rental units by adopting a rental dwelling inspection and maintenance program that corrects substandard conditions and maintain a standard for existing and newly constructed rental dwellings in the City. The operation of rental properties is a business enterprise that includes certain responsibilities. Rental owners, operators, and managers are responsible to take such reasonable steps as are necessary to ensure that the citizens who occupy such rental units, as well as neighboring properties, may pursue the quiet enjoyment of the normal activities of life in surroundings that are safe, secure, and sanitary, free from noise, nuisances, and annoyances, and free from unreasonable fears about safety of persons or property.

118.02: DEFINITIONS.

Words used in this chapter shall have the following meanings:

ALTERNATIVE INSPECTION REPORT. A rental dwelling inspection report that the applicant obtains from a building inspector for the purposes of receiving United States Department of Housing and Urban Development ("HUD") rental approval.

BLOCK. An area of land enclosed within the perimeter of streets, watercourses, public parks, municipally owned lots, and City boundaries, unless otherwise depicted on the City's Rental Density Map.

CITY INSPECTOR'S REPORT or **INSPECTION REPORT.** A rental dwelling inspection report prepared and signed by a city inspector.

CITY ADMINISTRATOR. The City of Corcoran City Administrator or his/her designee.

COMPLEX. The total number of buildings on the license application or contiguous rental properties under the same ownership.

DWELLING. A building or portion thereof, designated exclusively for residential occupancy, but not including hotels, motels, nursing homes, tents, seasonal cabins, or motor homes or travel trailers.

DWELLING, MULTIPLE FAMILY (APARTMENT). A building designed with three or more dwelling units exclusively for occupancy by three or more families living independently of each other.

DWELLING, SINGLE-FAMILY (DETACHED). A building entirely surrounded by open space and designed for and occupied exclusively by one family. A single-family dwelling can include no more than one accessory dwelling unit as defined in this Section.

DWELLING, TOWNHOME. A single-family dwelling unit constructed within a group of more than two attached units in which each unit extends from the foundation to the roof, has

direct exterior access, and has open space on at least one side. A townhome is not considered an apartment or multiple-family dwelling.

DWELLING, TWO-FAMILY (ATTACHED). A building designed for occupancy by two families or housekeeping units with a physical separation between the two dwelling units.

1. *Duplex.* A two-family dwelling with one unit above the other and designed as a single structure on a single lot with each unit occupied as a separate residence for one family.

2. *Twin-home*. A two-family dwelling with two units side-by-side. Each unit is owned separately and located on their own lot. The two units are joined along a single lot line, each of the units are totally separated from the other by an unpierced wall extending from the ground to the roof. Also referred to as a "double bungalow".

DWELLING UNIT, ACCESSORY: A separate, self-contained dwelling unit that is clearly incidental and subordinate to the principal use of a lot. The unit must have bathroom facilities and kitchen facilities that include a sink with piped water, a range, and a refrigerator. The unit may take various forms: a detached unit; a unit that is part of an accessory structure, such as a detached garage; or a unit that is part of an expanded or remodeled dwelling.

LET FOR OCCUPANCY or to LET or to RENT. To permit possession or occupancy of a dwelling or rental dwelling unit whether or not compensation is paid by a person who is not the legal owner of record thereof.

MANUFACTURED HOME. A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured home" does not include the term "recreational vehicle."

OCCUPANT. Any person living or sleeping in a dwelling unit, or having possession of a space within a dwelling unit.

OPERATOR or MANAGER. Any person identified by Owner who has charge, care, or control of a structure or premises, and the maintenance and upkeep thereof, that is let or offered for occupancy and who is designated and empowered to receive service of notice of violations of this chapter on behalf of Owner.

OWNER or **LICENSEE.** Any person, agent, operator, firm, corporation, or other legal entity having a legal or equitable interest in the property or recorded in the official state, county, or city records as holding title to the property or otherwise having control of the property.

PERSON. May be an individual, corporation, firm, association, company, partnership, organization, or any other group acting as a unit.

PROPERTIES, PROPERTY OR LOTS. Lots of record.

REINSPECTION. A follow-up inspection that is:

1. Conducted to determine if a code violation has been corrected;

2. Necessary because a licensee, owner, or other responsible party fails to attend a scheduled inspection;
3. Necessary because a scheduled inspection of a property does not occur or is prevented from occurring due to an act of the licensee, owner, or agent; or
4. Any inspection following an initial inspection.

RELATED. Individuals legally related by blood, marriage, domestic partnership, foster care, guardianship, or adoption. For the purposes of this Chapter, individuals are considered related if they are immediately related as a parent, child, sibling, grandparent, grandchild, step-parent, step-child, step-sibling, step-grandparent, or step-grandchild. The terms "related" and "relative" are used interchangeably in this Chapter.

RENTAL DWELLING. Any dwelling used for residential occupancy by one or more persons who are not the owner or related to the owner for continuous periods of more than 60 days.

RENTAL DWELLING UNIT (RDU). Any room or rooms, or space, in any rental dwelling designed or used for residential occupancy by one or more persons who are not the owner or related to the owner for continuous periods of more than 60 days.

118.03: LICENSE REQUIRED

A. *Rental Dwelling License.*

1. No person, partnership, business entity, or corporation shall operate, let, or cause to be let, a rental dwelling or RDU without a license for each building.

2. No person, partnership, business entity, or corporation shall operate, let, or cause to be let a structure or portion of a structure as a rental dwelling or rental dwelling unit that is not designed for residential occupancy (e.g., a shed or garage).

3. No property owner shall be permitted to license more than five rental dwellings that qualify as a single-family residence, a twin-home, and/or townhome, unless the property owner:

    a. Is a public housing agency; or
    b. Operates residential facilities and is licensed by the State;
    c. Rented out more than five properties prior to [date of adoption] and applied for rental licenses for all affected properties within 6 months of the [date of adoption]. Any excess rental licenses granted to an individual or entity under this paragraph cannot be transferred to other properties or property owners. The property owner is not entitled to excess rental licenses once an excess rental dwelling license is no longer valid due to any reason including failure to renew, revocation, or sale of the property.

Principal owners or controllers of legal entities which own one or more rental dwellings shall be subject to this cap as individual principal owners or controllers. For illustration, but not limitation, no person or entity may circumvent this restriction by maintaining ownership interests in multiple separate owner entities and each such ownership interest shall be counted toward the cap set forth herein.

4. A rental dwelling license shall be valid for a 1-year cycle beginning on April 1 each year. A current licensee who intends to continue letting a rental dwelling shall apply for a license renewal at least thirty (30) days before the end of the then-current licensing term.

5. A residential rental property owner owning residential rental property at the time of the adoption of this chapter shall have 180 days to comply with the licensing requires of this chapter. Rental property owners shall have 365 days to comply with the provisions of Chapter 87 (Property Maintenance Code) based on the dated notice identifying any violations confirmed at the initial license inspection. However, if the Code Compliance Official determines there is a life-threatening violation of the Property Maintenance Code (e.g., inoperable smoke alarms), the property owner and/or licensee shall address such violations within 30 days of the dated notice identifying such a violation.

B. *License Exemption*

1. The owner of a rental dwelling or RDU is exempt from the licensing requirements of this section if the property qualifies and is registered with Hennepin County as a relative homestead. In order to qualify for a relative homestead, the person living in the rental dwelling unit must be related to the property owner.

    a. The property owner must notify the City in writing within 30 days of the property no longer qualifying as a relative homestead.

2. This chapter does not apply to hotels, motels, hospitals, and high school dormitories.

3. This chapter does not apply to single-family homes and townhomes in which the owner resides within the dwelling and lets a room or rooms within a dwelling to a relative as defined by this Chapter.

4. This chapter does not apply to single-family homes and townhomes in which the owner resides within the dwelling and lets a single room to up to two individuals who are not related to the owner or lets multiple rooms to individuals related to each other but not related to the owner. However, a license shall be required in the event an owner lets more than one room to individual tenants unrelated to the owner and to each other.

5. In instances of single-family dwellings with an accessory dwelling unit or two-family dwellings in which both units are under the same ownership, only the dwelling unit in which the owner resides is exempt from rental licensing, and only to the extent such exemption is applicable, per this Chapter.

C. *Applications.* An application for license shall be made on a form provided by the City. The license application shall contain the following information:

1. Property Owner Information.

    a. The name, address, phone number, and complete information of the property owner if the owner is an individual.

    b. The name, address, phone number, and complete information of the at least one principal officer, manager or director, if the property owner is a business entity.

        i. Business entities seeking a license shall provide a list of all principal owners, officers, managers, and directors of the entity.

2. Designation of Property Manager, Contact Information. For all rental dwelling licenses, the license applicant must designate and provide a physical business hours address and 24-hour contact information for the Manager of the rental dwelling, as defined in this chapter. The Manager may be the owner of the rental dwelling or another person who has been provided authority and assigned the duty to exercise control over the rental dwelling and ensure compliance with the City Code. For all rental dwellings which are not single-family rental dwellings, the applicant must also identify and provide a physical business hours address and 24-hour contact information for a second Manager for such rental dwellings. All rental dwelling Managers must reside or have an office address within 90 miles of the rental dwelling unit. A P.O. box address for the property manager will not be accepted. The Owner of a rental dwelling must notify the City, in writing, immediately upon any change of Manager. Owner agrees that his/her Manager of record with the City shall be authorized to accept all notices, including formal service of documents, on behalf of the Licensee.

3. Number and Type of rental dwellings. The number of units and types of units (condominium, apartment, townhome, twin-home, single-family home, and the like) within the rental dwelling.

4. Principal Tenants. The name, telephone numbers, and addresses of principal tenants, if any, are required.

D. Changes.

1. The Code Compliance Official must be notified in writing of any changes to the name(s) and contact information provided on the application.

2. A license is non-transferable. If there is a change in the ownership of the rental dwelling, a new license is required.

3. If changes are made in the number or type of units, the owner shall apply to amend its license.

E. Fees.

1. The application fee shall be determined by the City Council from time to time and made a part of the City's fee schedule. The application fee shall be paid at the time of application.

2. Renewal license fees, as set forth within the City's fee schedule, shall be due at the time of renewal and prior to the license expiration date.

3. In the cases of new, unlicensed dwellings, license fees shall be due upon issuance of the certificate of occupancy.

4. In the case of initial licensing, license fees shall be due prior to issuance of the respective license and are due within 30 days of the date of the invoice.

5. In the case of a licensing period of less than one (1) year, license fees may be prorated as set forth by City Council action, and in the City Council's sole discretion.

6. The license fee shall include the initial inspection and one (1) follow-up inspection. A fee, established by the City Council, shall be charged for any reinspection or attempted reinspection required, whether due to the failure of the reinspection, the Rental Housing Inspector's inability to gain access to the dwelling at the time of attempted reinspection, or otherwise, and must be paid before a license will be issued.

7. An owner of a rental dwelling or RDU who fails to obtain an operating license or approval of an affidavit certifying an applicable exemption, will be subject to an administrative service charge set by the City Council, in addition to any other penalties contemplated within this chapter.

8. A license fee paid later than ten working days after the prescribed date is subject to an additional administrative service charge set by the City Council.

9. Once issued, a license is nontransferable and the license is not entitled to a refund of any license fee upon revocation or suspension, or transfer of ownership.

F. Tenant Register. As a condition of the license, the applicant must, as a continuing obligation, maintain a current register of tenants and other persons who have a lawful right to occupancy of a rental dwelling. In its application, the applicant must designate the name of the person or persons who will have possession of the register and must promptly notify the Code Compliance Official of any change in the identity, address, or telephone numbers of such person. The register must be available for inspection by city officials at all times.

G. Notification Requirements for Public Hearings. The licensee must, as a continuing obligation of the license, provide written notice to tenants or in the alternative, post the written notice in the lobby or common area of the rental dwelling for any public hearing received by the owner that pertains to the rental dwelling or any adjacent right-of-way.

H. Display of License Certificate. The license certificate must be exhibited in a conspicuous place at or near the entrance to the rental dwelling. For buildings containing more than three RDUs, the certificate must be displayed in the rental office or other common area accessible to all tenants of the licensed building.

I. Rental Density for Single-Family, Townhome, and Twin-Home Rental Dwellings.

1. In a low-density residential zoning district (5 units or less per acre), no more than 25% of the lots on any block shall be eligible to obtain a rental license and the number of rental licenses shall be capped as set forth in the table below, unless an exemption is granted by the City Council as provided herein or the rental dwelling qualifies as a residential facility licensed by the state. Table 1 indicates how many lots per block are able to be licensed as a rental property based on the lots that exist on the block.

Table 1	
Lots/Block	Rental Dwellings Allowed
1-14	3
15-24	6
25-34	8
35-44	11
45-54	13
55-64	16
65-74	18
75-84	21

85-94	23

2. The following guidelines shall apply to determine eligible blocks and lots.

    a. If a block contains more than one type of zoning district, only the lots within the low-density residential zoning district shall be included in the calculation of the total number of lots per block.

    b. Commercial or industrial uses located within or adjacent to a low-density residential zoning district shall not be included in the calculation of the total number of lots per block.

    c. If the number of rental dwellings meets or exceeds the permitted number of rental dwellings per defined block on or after the effective date of this chapter, no additional rental licenses shall be approved for the block, unless an exemption is granted by the City Council due to a demonstrated financial hardship of a property owner or the rental dwelling qualifies as a residential facility licensed by the state. Bona fide existing rental licenses may be renewed, however, should a rental license not be renewed, or if the rental license is revoked or lapses, the rental license shall not be reinstated unless it is in conformance with this subchapter and other applicable sections of the City Code.

    d. If the number of rental properties meets or exceeds the permitted number of rental properties per defined block on the effective date of this chapter, a property owner may request an exemption to allow an additional rental property for that block. The Council may grant or deny an exemption from the block density limit in its sole discretion. Persons requiring an exemption must make an annual application to the City Council.

J. Tenant background checks and lease agreements. Upon request, the applicant must provide a copy of third party or comparable background checks for tenants and a copy of the lease.

K. Contracts for deed. A property sold pursuant to a contract for deed must be recorded against the property or the property will be deemed a rental property and a license will be required.

L. Investigations.

1. For all new applications, a background investigation will be conducted on the property owner listed on the application. The City may request additional information

from the license applicant regarding all property owners, if the property is owned by individuals or regarding all officers, managers or directors, if the property is owned by a business entity, and may conduct additional background investigations as it deems necessary. The applicant shall pay a background investigation fee for each background investigation conducted.

2. For renewal applications, background investigations are not required and no background investigation fee shall be required; however, the City may conduct a background investigation, at its sole discretion, at the City's cost. The results of a discretionary background check may be used to enforce the provisions of this Chapter the same as the results of mandatory background checks.

M. A license will not be granted to or held by a person who:

1. Is under 18 years of age;

2. Is overdue, or whose spouse is overdue in payments to the City, County, or State of Minnesota, of taxes, fees, fines, or penalties accessed against them or imposed upon them;

3. Has been convicted, or whose spouse has been convicted, within the last 10 years of a gross misdemeanor or felony for crimes that present a public danger should a rental license be granted. These may include property crimes, financial crimes, or offenses of a fraudulent, violent, or sexual nature.

4. Is not the property owner.

5. Has not paid the license and investigative fees required by this Section.

118.04: RESPONSIBILITY FOR ACTS OF MANAGER

Licensees are responsible for the acts or omissions of their Manager(s) as it pertains to the rental dwelling and compliance with this chapter and City Code.

118.05: MAINTENANCE STANDARDS

A. It is the responsibility of the licensee to assure that every rental dwelling and RDU is maintained in compliance with all applicable city ordinances and state and federal laws including, but not limited to:

1. MN State Building Code
2. The Corcoran Property Maintenance Code
3. MN State Fire Code
4. Corcoran City Code

(Collectively the "Maintenance Codes")

B. Inspections. No operating license may be issued or renewed unless the City determines, following an inspection conducted pursuant to this section, that the rental dwelling and its premises conform to the Maintenance Codes. As more specifically provided below, the Code Compliance Official and their designees may cause inspections, follow-up inspections, and re-inspections on rental dwellings or RDUs on all classes of property within the City on a scheduled basis, and on rental dwellings, RDUs, owner-occupied residential units on all classes of property when reason exists to believe that a violation of an applicable portion of the Maintenance Codes exists, has been, or is being committed.

1. The Code Compliance Official and their designees are authorized to contact owners, tenants, and managers of rental dwellings to schedule inspections of rental dwellings at reasonable times. They are also authorized to conduct those inspections once scheduled. These scheduled inspections will be conducted to determine whether the rental dwelling and its premises conform to the Maintenance Codes so as to inform the City's decision of whether to issue an operating license. The authority to schedule and to conduct these inspections is available even if the owner or owner's agent holds a temporary or provisional license, and without regard to whether the owner or owner's agent has filed an application for an operating license.

2. Upon receipt of a properly executed application for an operating license, the Code Compliance Official shall cause an inspection to be made of the premises to determine whether the structure is in compliance with the Maintenance Codes. Inspections performed pursuant to the authority in paragraph 1 and paragraph 2 of this subsection are hereinafter described as "Licensing Inspections."

3. The Code Compliance Official and their designees are authorized to conduct inspections on rental dwellings, RDUs, or owner-occupied residential units on all classes of property when reason exists to believe that a violation of an applicable portion of the Maintenance Codes exists, has been, or is being committed. A complaint or complaints from a tenant of a rental dwelling shall be an adequate basis for an inspection of a rental dwelling.

4. To increase the awareness by owners of the likely timing of requested inspections and to conserve public resources, the Code Compliance Official may schedule and conduct inspections pursuant to paragraph 1 according to the area of the City in which the unit is located, dividing the City into zones and endeavoring to perform inspections pursuant to paragraph 1 in one zone before beginning them in a different zone.

5. If a structure or rental dwelling is not in compliance, one or more follow-up inspections or re-inspections may be conducted to verify that conditions and any corrections conform to the provisions to the Maintenance Codes.

6. When the basis for the inspection pursuant to this section is information observed or obtained during a Licensing Inspection, such reinspection or follow-up inspections shall be conducted on a scheduled basis, whenever possible.

7. When scheduling Licensing Inspections pursuant to this chapter, the Code Compliance Official or their designee will seek the consent of the owner of the property (if not already received) to inspect those areas outside of the RDUs that are not accessible to the general public (including any internal rooms that are inaccessible to the public, such as storage or mechanical rooms) and to unrented dwelling units, and the consent of the primary tenant of the RDU (if not already received) to inspect the Unit. If the property owner demonstrates to the satisfaction of the Code Compliance Official or their designee that one more tenants have consented in writing to the inspection of their units, individual contact by the City with those tenants may be deemed unnecessary.

    a. For the purposes of satisfying paragraph 7, owners of RDUs shall report to the City the full names, telephone numbers, and addresses of the principal tenant of all RDUs under their ownership or control, and update such information as needed to ensure that it is accurate and current. Licensees are responsible for the accuracy and completeness of this information and the City shall be permitted to rely on the same when determining appropriate notice.

8. If the City is unsuccessful in securing consent for an inspection pursuant to this chapter, the City may seek permission, from a judicial officer through an administrative warrant, for its Code Compliance Official, Building Official, Fire Marshal and their applicable designees to conduct an inspection. Nothing in this Code shall limit or constrain the authority of the judicial officer to condition or limit the scope of the administrative warrant.

9. The scope of a Licensing Inspection shall be limited to what is necessary to determine in accordance with this chapter whether the rental dwelling or applicable RDU and its premises conform to the Maintenance Codes. This shall not preclude the applicable inspector from relying upon observations made during a Licensing Inspection in seeking one or more of the remedies provided in this chapter.

10. A Licensing inspection must be scheduled during ordinary business hours or as otherwise arranged with the owner or tenant. Owners and their agents and tenants may at their option request that Licensing Inspections above take place only when they are present, so long as the request identifies a reasonable, feasible and expedient

time(s) for such inspection following the date of the request when the requesting party agrees to be present.

11. Inspectors are not authorized to open containers, drawers, or medicine cabinets, unless the containers, drawer, or medicine cabinets are opened with the consent of the tenant (for areas inside the RDU) or the Owner (for areas inside the building but outside a tenant's unit, and areas inside an unoccupied unit). For purposes of this paragraph, a medicine cabinet is a covered cabinet located above a sink in a dwelling unit's bathroom.

12. Inspectors are authorized to open cabinets (other than medicine cabinets) or closets only when because of their location, those closets or cabinets, when unopened, appear to contain one or more water or waste water pipes, or fuses, or exposed electrical wiring, and it is reasonably necessary in order to inspect for the existence of one or more conditions that violations the Maintenance Codes, or when the cabinets or closets are opened with the consent of the tenant (for areas inside the unit) or the Owner (for areas inside the building but outside a tenant's unit, and areas inside an unoccupied unit).

C. Inspection Not Required. Inspection for the issuance or renewal of a license may be waived by the City, in its sole discretion, if the owner of a dwelling unit proves that within the previous 12 months the dwelling unit passed an inspection required by the City, State, or Federal regulations that is at least as stringent as the inspection required under this chapter and the City is not aware of any evidence of violations occurring or present subsequent to that alternative inspection. The City has sole discretion to determine when an inspection program is at least as stringent as the inspection required under this chapter. Inspections conducted as the result of a complaint made to the City may not be waived under this provision.

118.06: COMPLIANCE ORDERS

A. Upon the identification of a violation of the Maintenance Codes, the City shall provide written notice of the violation to the Owner or Manager. Notice may be personally served on or otherwise directly provided to the Owner or Manager or delivered by U.S. mail to the Owner or Manager at the address on record with the City in the license. The notice shall articulate the violation and the time by which the violation must be corrected.

B. Should the Licensee fail to correct the noticed violation within the time provided, the City may pursue any or multiple remedies contemplated in this chapter.

C. The notice provisions herein shall not apply to, and nothing in this section shall prohibit the City from taking immediate action to address an emergency as contemplated in Section 118.09.

D. If a fifth or subsequent violation of Corcoran's Maintenance Codes, involving the same property and licensee, occurs within 18 months of any four previous properly noticed violations pursuant to paragraph A, a revocation hearing will be required and the City Council may take action to deny, revoke, suspend, or not renew the license. Failure for a licensee or designated property manager to appear at the hearing will be grounds for automatic revocation of the rental license. The effective date of a license revocation or suspension will be determined by the City Council at the hearing unless the Official finds life threatening conditions at the property that create a public safety emergency. In such an instance, the rental license can be revoked or suspended prior to the hearing date, but the City Council can choose to reinstate the license if extenuating circumstances outside of the control of the licensee are shown at the hearing.

118.07: LICENSEE RESPONSIBLE FOR CONDUCT OF OCCUPANTS OR GUESTS

A. Conduct on the licensed premises. It shall be the responsibility of the licensee to take appropriate action following conduct by occupant(s) or guest(s) of the occupant(s) which is in violation of any of the following statutes or ordinances:

1. Minn. Stat. § 609.72 relating to disorderly conduct.
2. Minn. Stat. § 609.74 and Subd. 5 of Chapter 82.04 of the City Code related to public nuisances and noise nuisances.
3. Minn. Stat. § 340A.701-340A.703 relating to the sale of intoxicating liquor.
4. Minn. Stat. § 609.321, Subd. 9 relating to prostitution or acts related to prostitution.
5. Minn. Stat. § 609.221 et seq. relating to assaults as defined in Minn. Stat. § 609.224.
6. Minn. Stat. § 609.595 relating to criminal damage to property.

B. Enforcement and Administration

1. The Code Compliance Official in coordination with the Director of Public Safety or their designee(s) shall be responsible for enforcement and administration of this section.

2. Upon a determination by the Code Compliance Official or his/her designee (the "Official") that a licensed rental dwelling was involved in a violation of paragraph A above, the Official shall notify the licensee by U.S. mail of the violation and direct the licensee to take steps to prevent further violations. A copy of the notice shall also be sent to a tenant in violation of paragraph A.

3. Upon a second violation of the provisions of paragraph A within 18 months involving the same tenant or occupant or a guest of the same tenant or occupant, notice of the violation shall be provided as set forth in paragraph B2 above, and shall require the licensee to submit a written report of action taken to prevent further violations on the licensed premises. The written report shall be submitted to the Official within 10 business days of the request for the same and shall detail all actions taken by the licensee in response to all notices regarding violations to paragraph A occurring within the preceding 18 months. If the licensee fails to comply with the requirements

of this paragraph, the City Council may take action on the license, after providing an opportunity for a hearing to contest the allegations of non-compliance with this paragraph.

4. If a third or subsequent violation of paragraph A, involving the same tenant or occupant or a guest of the same tenant or occupant, occurs within 18 months of any two previous properly noticed violations pursuant to paragraph A, a revocation hearing will be required and the City Council may take action to deny, revoke, suspend, or not renew the license. Failure of a licensee or designated property manager to appear at the hearing will be grounds for automatic revocation of the rental license. The effective date of a license revocation or suspension will be determined by the City Council at the hearing unless the Official finds life threatening conditions at the property that create a public safety emergency. In such an instance, the rental license can be revoked or suspended prior to the hearing date, but the City Council can choose to reinstate the license if extenuating circumstances outside of the control of the licensee are shown at the hearing.

5. Bona fide calls for assistance made by occupants of a rental dwelling or RDU shall not, in and of themselves, count as a violation of paragraph A including, but not limited to, tenants calling the police for assistance with a gathering of people that has become a nuisance at a rental dwelling or RDU and instances of domestic assault. However, City representatives who observe separate violations when responding to a call for assistance may determine a violation exists which may be counted as a violation of this Chapter 118.07 or a violation of Chapter 118.06.

6. The City Council may stay or terminate any adverse licensing action if the triggering violation occurred during the pendency of an eviction proceeding to remove the offending tenant or occupant, and that proceeding is being diligently pursued by the licensee.

6. A determination that the licensed premises has been used in violation of paragraph A shall be made upon substantial evidence to support such determination. It shall not be necessary that criminal charges be filed or proven to support such a determination. Further, imposition of other enforcement actions, penalties, administrative offense tickets, criminal charges, or other actions on the license shall not act as a bar to any other action on the license pursuant to this chapter.

C. Appeal

1. Upon notice of a violation of paragraph A, or upon a notice of a failure to comply with paragraph B3, the licensee or tenant in violation may file a written appeal of such asserted violation with the City Clerk, within 10 days of the notice, after which any appeal shall be deemed to have been waived. Upon receipt of notice of such appeal, the City shall schedule and notice a hearing before the City Council to hear evidence to determine if substantial evidence exists to support such asserted violation.

2. Upon rendering a decision, the City Council shall provide notice to the appellant of the Council's decision. Should the Council uphold the appeal, the violation shall be removed from the property file and shall not be considered when determining the number of license violations at the rental dwelling.

118.08: LICENSE DENIAL, SUSPENSION, OR REVOCATION, VIOLATIONS

A. Violations. A violation of this chapter is a misdemeanor. Each day a person fails to comply with a compliance order or other provision of this chapter shall constitute a separate offense. In addition to enforcement of criminal remedies, the City may issue administrative offense tickets, and/or take action on a license, or pursue any other remedy at law or in equity available to the City. The City's remedies shall be cumulative and may be pursued against multiple parties. The City's election to pursue any one remedy set forth herein shall not act as a bar to any other remedial action.

B. Assessment of unpaid administrative penalties. Any unpaid administrative penalty for failure to comply with the rental licensing provisions in this Chapter may be assessed against the property in the manner set forth in City Code.

C. Grounds for denial, suspension, or revocation. The City Council may deny, revoke, or suspend a license pursuant to this Section. During a suspension, the property for which the suspension occurred shall be included for purposes of calculating the number of eligible lots per block, unless found to be otherwise ineligible.

1. A license issued pursuant to this chapter may be denied, revoked, or suspended upon a finding of noncompliance with the provisions of this chapter. Further, non-disclosure, misrepresentation or misstatement of material fact in any application for a license shall be a prima facie showing of cause for revocation, suspension, or other such action restricting the privileges of a licensee, as determined by the City Council. Reinstatement of a suspended or revoked license shall be accompanied by a fee in an amount set by the City Council. Issuance of a new license after suspension or revocation shall be made in the manner provided for obtaining an initial license. Any Owner or principal of an Owner entity who has an interest in two or more licenses revoked pursuant to this chapter shall be ineligible to hold or have an interest in a license for a period of at least five years.

2. The City Council may, for cause, deny, revoke, or suspend a license or take other action restricting the privileges of a license subject to the following requirements:

    a. The City shall provide written notice to the licensee containing a statement of reasons or causes for the proposed action together with a notice of a hearing.

b. The City Council shall conduct a hearing on the proposed action and hear relevant evidence the applicable City representatives and from the licensee or affected tenant, if any is offered. The City Council shall consider such evidence and provide findings of fact together with a statement of action taken, along with any applicable conditions of any such action or other action restricting the privileges of the licensee.
c. The City shall forward the findings and statement of action taken to the licensee by mailing the same to the address of record in the license.

D. Notification of tenants. Upon suspension, revocation, or denial of a license, or if the RDU is not licensed, the City will make reasonable efforts to notify all affected tenants.

118.09: SUMMARY ACTION

A. Emergency. When the conduct of any owner or owner's agent, representative, employee or lessee, or the condition of the rental dwelling or RDU, or the property in or on which it is located, is detrimental to the public health, sanitation, safety and general welfare of the community, or residents of the rental dwelling or RDU so as to constitute a nuisance, fire hazard, or other unsafe or dangerous condition and thus give rise to an emergency, the Code Compliance Official or Building Official has the authority to summarily and immediately condemn or close rental dwellings or individual RDUs or areas of the rental dwelling as the Code Compliance Official or Building Official deem necessary.

B. Notice. Notice of summary action will be posted at the units or areas affected and will describe the units or areas affected. No person shall remove the posted notice, other than the Code Compliance Official or Building Official or their designee.

C. Appeal. Any personal aggrieved by a decision or action of the Code Compliance Official or their designee to condemn all or part of a rental dwelling shall be entitled to appeal to the Council by filing a notice of appeal with the City Administrator, within 10 days. The Administrator must schedule a date for hearing before the Council and notify the appellant of the date.

118.10: POSTED TO PREVENT OCCUPANY.

Whenever any rental dwelling or RDU is found to be unfit for human habitation, it shall be posted by the Code Compliance Official or their designee on the door of the rental dwelling or RDU, whichever the case may be, to prevent further occupancy. No person, other than the Code Compliance Official or their designee, shall remove or alter any posting. The Code Compliance Office or their designee will post the date the rental dwelling or RDU shall be vacated, and no person shall reside in, occupy, or cause to be occupied that rental dwelling or RDU until the Code Compliance Official or Council permits it.

118.11: NO WARRANTY BY CITY

By enacting and undertaking to enforce this chapter, neither the City, nor its Council, agents, or employees warrant or guaranty the safety, fitness or suitability of any rental dwelling or RDU in the City. Owners and occupants should take appropriate steps to protect their interests, health, safety, and welfare.

118.12: SEVERABILITY AND SAVINGS CLAUSE

If any section or portion of this chapter shall be found unconstitutional or otherwise invalid or unenforceable by a court of competent jurisdiction, that finding shall not service as an invalidation or effect the validity and enforceability of any other section or provision of this Code.

CHAPTER 87: PROPERTY MAINTENANCE CODE

87.01: ADOPTION OF THE INTERNATIONAL PROPERTY MAINTENACE CODE

The 2021 International Property Maintenance Code (IPMC), as promulgated by the International Code Council, Inc., is adopted by reference and incorporated in the City Code in whole as if it was set out in full, subject to the amendments contained in this Chapter.

87.02: AMENDMENTS TO INTERNATIONAL PROPERTY MAINTENACE CODE

A. Section 101.1 Title. These regulations shall be known as the Property Maintenance Code of the City of Corcoran, hereinafter referred to as "this code."

B. Section 102.1 General Applicability. Where there is a conflict between a general requirement and a specific requirement, the specific requirements shall govern. Where differences occur between provisions of this Code and the referenced standards, the provisions of this code shall apply. Where there are conflicts with this code and other provisions of the City Code, the City Code provisions will prevail. Where, in a specific case, different sections of this code specify different requirements, the most restrictive shall govern.

C. Section 102.3 Application of Other Codes. Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the Minnesota State Building Code (MSBC), established pursuant to Minnesota Statutes 16B.59 – 16B.75, as amended from time to time, and as adopted by the City. Nothing in this Code shall be construed to cancel, modify, or set aside any provision of the MSBC or the City of Corcoran City Code.

D. Section 102.8 Referenced Code and Standards. The codes and standards referenced in this code shall be those listed in Chapter 8 of the IPMC and shall be considered part of the requirements of this code to the prescribed extent of each such reference. Where differences occur between provisions of this Code and the MSBC, the most restrictive shall apply.

E. Section 103.1 Creation of Agency. The Zoning and Land Use Division is hereby created and the official in charge thereof shall be known as the Code Compliance Official, hereinafter referred to as the "code official." The function of the agency shall be the implementation, administration, and enforcement of the provisions of this code.

F. Section 104.1 Fees. The fees for activities and services performed in carrying out responsibilities under this code shall be in amounts set forth by the City Council.

G. Section 107.1 General Means of Appeal. In order to hear and decide appeals of orders, decisions, or determinations made by the code official relative to the application and interpretation of this code, the City Council shall serve as the Board of Appeals and

Adjustments and shall hold office at its pleasure. The board shall adopt rules of procedure for conducting its business and shall render all decisions and findings in writing to the appellant with a duplicate copy to the code official.

H. Section 107.3 Qualifications. Not adopted.

I. Section 108.1 Membership of Board. Not adopted.

J. Section 109.4 Violation Penalties. Any person who shall violate a provision of this code, or fail to comply therewith, or with any of the requirements thereof, shall be prosecuted within the limits provided by state or local laws. Each day a violation continues after due notice has been served may be deemed a separate offense.

K. Section 111.9 Restoration or Abatement. The structure or equipment determined to be unsafe by the code official is permitted to be restored to a safe condition. The owner, owner's authorized agent, operator or occupant of a structure, premises or equipment deemed unsafe by the code official shall abate or cause to be abated or corrected such unsafe conditions either by repair, rehabilitation, demolition, or other approved corrective action. To the extent that repairs, alterations, or additions are made or a change of occupancy occurs during the restoration of the structure, such repairs, alterations, additions, or change of occupancy shall comply with the requirements of the MSBC.

L. Section 201.3 Terms Defined in Other Codes. Where terms are not defined in this code and are defined in the MSBC, Minnesota State Fire Code (MSFC), Minnesota Fuel Gas Code, Minnesota Mechanical Code, Minnesota Plumbing Code, International Residential Code, International Zoning Code, or NFPA 70, such terms shall have the meanings ascribed to them as stated in those codes.

M. Section 201.4 Terms Not Defined. Where terms are not defined through the methods authorized by this section, the Merriam-Webster's Collegiate Dictionary Tenth Edition shall be used to define such terms.

N. Section 202 Code Official Definition. The City's Code Compliance Official will serve as the code official as defined in this code. The code official is charged with the administration and enforcement of this code, or any duly authorized representative.

O. Section 302.4 Weeds. Not adopted.

P. Section 302.7 Motor Vehicles. Not adopted.

Q. Section 303.2 Enclosures. Not adopted.

R. Section 304.14 Insect Screens. Every door, window, and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged, or stored shall be supplied with approved tightly fitting screens of minimum 16 mesh per inch (16 mesh per 25 mm), and every screen door used for insect control shall have a self-closing device in good working condition.

    1. Exception: Screens shall not be required where other approved means, such as air curtains or insect repellent fans, are employed.

S. Section 306.1.1 Component Serviceability Unsafe Conditions. Where any of the following conditions cause the component or system to be beyond its limit state, the component or system shall be determined as unsafe and shall be repaired or replaced to comply with the MSBC as required for existing buildings:

    1. Soils that have been subjected to any of the following conditions:
        1.1 Collapse of footing or foundation system.
        1.2 Damage to footing, foundation, concrete or other structural element due to soil expansion.
        1.3 Adverse effects to the design strength of footing, foundation, concrete or other structural element due to a chemical reaction from the soil.
        1.4 Inadequate soil as determined by a geotechnical investigation.
        1.5 Where the allowable bearing capacity of the soil is in doubt.
        1.6 Adverse effects to the footing, foundation, concrete, or other structural element due to the ground water table.

    2. Concrete that has been subjected to any of the following conditions:
        2.1 Deterioration.
        2.2 Ultimate deformation.
        2.3 Fractures.
        2.4 Fissures.
        2.5 Spalling.
        2.6 Exposed reinforcement.
        2.7 Detached, dislodged or failing connections.

    3. Aluminum that has been subjected to any of the following conditions:
        3.1 Deterioration.
        3.2 Corrosion.
        3.3 Elastic deformation.
        3.4 Ultimate deformation.
        3.5 Stress or strain cracks.
        3.6 Joint fatigue.
        3.7 Detached, dislodged or failing connections.

4. Masonry that has been subjected to any of the following conditions:
   4.1 Deterioration.
   4.2 Ultimate deformation.
   4.3 Fractures in masonry or mortar joints.
   4.4 Fissures in masonry or mortar joints.
   4.5 Spalling.
   4.6 Exposed reinforcement.
   4.7 Detached, dislodged or failing connections.

5. Steel that has been subjected to any of the following conditions:
   5.1 Deterioration.
   5.2 Elastic deformation.
   5.3 Ultimate deformation.
   5.4 Metal fatigue.
   5.5 Detached, dislodged or failing connections.

6. Wood that has been subjected to any of the following conditions:
   6.1 Ultimate deformation.
   6.2 Deterioration.
   6.3 Damage from insects, rodents, and other vermin.
   6.4 Fire damage beyond charring.
   6.5 Significant splits and checks.
   6.6 Horizontal shear cracks.
   6.7 Vertical shear cracks.
   6.8 Inadequate support.
   6.9 Detached, dislodged or failing connections.
   6.10 Excessive cutting and notching.

7. Exceptions:
   7.1 Where substantiated otherwise by an approved method.
   7.2 Demolition of unsafe conditions shall be permitted where approved by the code official.

T. Section 308.1: Accumulation of Rubbish or Garbage. Exterior property and premises, and the interior of every structure, shall be free from any accumulation of rubbish or garbage pursuant to the nuisance provisions of the City Code.

U. Section 502.5: Public Toilet Facilities. Public toilet facilities shall be maintained in a safe, sanitary, and working condition in accordance with the Minnesota Plumbing Code. Except for periodic maintenance or cleaning, public access and use shall be provided to the toilet facilities at all times during occupancy of the premises.

V. Section 505.1: General Water System. Every sink, lavatory, bathtub or shower, drinking fountain, water closet, or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. Kitchen sinks, lavatories, laundry facilities, bathtubs, and showers shall be supplied with hot or tempered and cold running water in accordance with the Minnesota Plumbing Code.

W. Section 602.3: Heat Supply. Every owner and operator of any building who rents, leases, or lets one or more dwelling units or sleeping units on terms either expressed or implied, to furnish heat to the occupants thereof shall supply heat during the period from October 1 to April 30 to maintain a minimum temperature of 68-degrees Fahrenheit (20-degrees Celsius) in all habitable rooms, bathrooms, and toilet rooms.

Exceptions:

1. When the outdoor temperature is below the winter outdoor design temperature for the locality, maintenance of the minimum room temperature shall not be required provided that the heating system is operating at its full design capacity. The winter outdoor design temperature for the locality shall be as indicated in the Minnesota Plumbing Code.
2. In areas were the average monthly temperature is above 30-degrees Fahrenheit (-1-degree Celsius), a minimum temperature of 65-degrees Fahrenheit (18-degrees Celsius) shall be maintained.

X. Section 602.4: Occupiable Work Spaces. Indoor occupiable work spaces shall be supplied with heat during the period from October 1 to April 30 to maintain a minimum temperatures of 65-degree Fahrenheit (18-degree Celsius) during the period the spaces are occupied.

Exceptions:

1. Processing, storage, and operation areas that require cooling or special temperature conditions.
2. Areas in which persons are primarily engaged in vigorous physical activities.

Y. Section 604.3.1.1 Electrical Equipment. Electrical distribution equipment, motor circuits, power equipment, transformers, wire, cable, flexible cords, wiring devices, ground fault circuit interrupters, surge protectors, molded case circuit breakers, low-voltage fuses, luminaires, ballasts, motors and electronic control, signaling and communication equipment that have been exposed to water shall be replaced in accordance with the provisions of the MSBC.

Exception: The following equipment shall be allowed to be repaired where an inspection report from the equipment manufacturer or approved manufacturer's representative indicates that the equipment has not sustained damage that requires replacement:

1. Enclosed switches, rated not more than 600 volts or less.

2. Busway, rated not more than 600 volts.
3. Panelboards, rated not more than 600 volts.
4. Switchboards, rated not more than 600 volts.
5. Fire pump controllers, rated not more than 600 volts.
6. Manual and magnetic motor controllers.
7. Motor control centers.
8. Alternating current high-voltage circuit breakers.
9. Low-voltage power circuit breakers.
10. Protective relays, meters, and current transformers.
11. Low- and medium-voltage switchgear.
12. Liquid-filled transformers.
13. Cast-resin transformers.
14. Wire or cable that is suitable for wet locations and whose ends have not been exposed to water.
15. Wire or cable, not containing fillers, that is suitable for wet locations and whose ends have not been exposed to water.
16. Luminaires that are listed as submersible.
17. Motors.
18. Electronic control, signaling, and communication equipment.

Z. Section 604.3.2.1: Electrical Equipment. Electrical switches, receptacles, and fixtures, including furnace, water, heating, security system and power distribution circuits, that have been exposed to fire, shall be replaced in accordance with the provisions of the MSBC.

Exception: Electrical switches, receptacles, and fixtures that shall be allowed to be repaired where an inspection report from the equipment manufacturer or approved manufacturer's representative indicates that the equipment has not sustained damage that requires replacement.

AA. Section 701.2: General Means of Egress. A safe, continuous, and obstructed path of travel shall be provided from any point in a building or structure to the public way. Means of egress shall comply with the MSBC.

BB. Section 702.2: Aisles. The required width of aisles in accordance with the Minnesota State Fire Code shall be unobstructed.

CC. Section 702.3: Locked Doors. Means of egress doors shall be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort, except where the door hardware conforms to that permitted by the MSBC.

DD. Section 702.4: Emergency Escape and Rescue Openings. Required emergency escape and rescue openings shall be maintained in accordance with the code in effect at the

time of construction, and both of the following:

1. Required emergency escape and rescue openings shall be operational from the inside of the room without the use of keys or tools.
2. Bars, grilles, grates or similar devices are permitted to be placed over emergency escape and rescue openings provided that the minimum net clear opening size complies with the code that was in effect at the time of construction and the unit is equipped with smoke alarms installed in accordance with the MSBC. Such devices shall be releasable or removable from the inside without the use of a key, tool, or force greater that which is required for normal operation of the escape and rescue opening.

EE. Section 703.2: Unsafe Conditions Fire-Resistance Ratings. Where any components are not maintained and do not function as intended or do not have the fire resistance required by the code under which the building was constructed or altered, such components or portions thereof shall be deemed unsafe conditions in accordance with the MSFC. Components or portions thereof determined to be unsafe shall be repaired or replaced to conform to that code under which the building was constructed or altered. Where the condition of components is such that any building, structure, or portion thereof presents an imminent danger to the occupants of the building, structure, or portion thereof, the fire code official shall act in accordance with the MSFC.

FF. Section 703.7 Vertical Shafts. Interior vertical shafts, including stairways, elevator hoistways, and service and utility shafts, which connect two or more stories of a building shall be enclosed or protected as required in the MSFC. New floor openings in existing buildings shall comply with the MSBC.

GG. Section 704.1 Inspection, Testing and Maintenance. Fire Protection and life safety systems shall be maintained in accordance with the MSFC in an operative condition at all times, and shall be replaced or repaired where defective.

HH. Section 704.1.2 Required Fire Protection and Life Safety Systems. Fire protection and life safety systems required by this code, the MSFC or the MSBC shall be installed, repaired, operated, tested, and maintained in accordance with this code. A fire protection and life safety system for which a design option, exception, or reduction to the provisions of this code, the MNFC or the MNBC has been granted shall be considered to be a required system.

II. Section 704.1.3 Fire Protection Systems. Fire protection systems shall be inspected, maintained, and tested in accordance with the following MSFC requirements:

1. Automatic sprinkler systems, see Section 903.5.

2. Automatic fire-extinguishing systems protecting commercial cooking systems, see Section 904.12.
3. Automatic water mist extinguishing systems, see Section 904.11.
4. Carbon dioxide extinguishing systems, see Section 904.8.
5. Carbon monoxide alarms and carbon monoxide detection systems, see Section 915.6.
6. Clean-agent extinguishing systems, see Section 904.10.
7. Dry-chemical extinguishing systems, see Section 904.6.
8. Fire alarm and fire detection systems, see Section 907.8.
9. Fire department connections, see Sections 912.4 and 912.7.
10. Fire pumps, see Section 913.5.
11. Foam extinguishing systems, see Section 904.7.
12. Halon extinguishing systems, see Section 904.9.
13. Single- and multiple-station smoke alarms, see Section 907.10.
14. Smoke and heat vents and mechanical smoke removal systems, see Section 910.6.
15. Smoke control systems, see Sections 909.3 and 909.20.
16. Wet-chemical extinguishing systems, see Section 904.5.

JJ. Section 704.4.2 Removal of Existing Occupant-Use Hose Lines. The fire code official is authorized to permit the removal of existing occupant-use hose lines where all the following apply:
1. The installation is not required by the MSFC or MSBC.
2. The hose line would not be utilized by trained personnel or the fire department.
3. The remaining outlets are compatible with local fire department fittings.

KK. Section 704.4.3 Termination of Monitoring Service. For fire alarm systems required to be monitored by the MSFC, notice shall be made to the fire code official whenever alarm monitoring services are terminated. Notice shall be made in writing by the provider of the monitoring service being terminated.

LL. Section 704.5.1 Fire Department Connection Access. Ready access to fire department connections shall be maintained at all times and without obstruction by fences, bushes, trees, walls, or any other fixed or movable object. Access to fire department connections shall be approved by the fire chief.

Exception: Fences, where provided with an access gate equipped with a sign complying with the legend requirements of Section 912.5 of the MSFC and a means of emergency operation. The gate and the means of emergency operation shall be approved by the fire chief and maintained operational at all times.

MM. Section 704.6.4 Smoke Detection System. Smoke detectors listed in accordance with UL 268 and provided as part of the building's fire alarm system shall be an acceptable alternative to single- and multiple-station smoke alarms and shall comply with the following:

1. The fire alarm system shall comply with all applicable requirements in Section 907 of the MSFC.
2. Activation of a smoke detector in a dwelling or sleeping unit shall initiate alarm notification in the dwelling or sleeping unit in accordance with Section 907.5.2 of the MSFC.
3. Activation of a smoke detector in a dwelling or sleeping unit shall not activate alarm notification appliances outside of the dwelling or sleeping unit, provided that a supervisory signal is generated and monitored in accordance with Section 907.6.6 of the MSFC.

NN. Section 705.1 General Carbon Monoxide Alarms and Detection. Carbon monoxide alarms shall be installed in dwellings in accordance with Section 1103.9 of the MSFC.

OO. Section 8 – ICC Referenced Standards.

ICC referenced standards were replaced with the following Minnesota standards:

MSBC-20	Minnesota State Building Code
MSFC-20	Minnesota State Fire Code
MFGC-22	Minnesota Fuel Gas Code
MMC-20	Minnesota Mechanical Code
MPC-20	Minnesota Plumbing Code

PP. Section A101 Boarding Standard. Appendix A of the International Property Maintenance Code is adopted by reference and incorporated in the City Code in whole as if it was set out in full, subject to the following amendments:

1. Section A102.1 Boarding Sheet Material. Boarding sheet material shall be minimum ½-inch thick (12.7 mm) wood structural panels complying with the MSBC.
2. Section A102.2 Boarding Framing Material. Boarding framing materials shall be minimum nominal 2-inch by 4-inch (51 mm by 102 mm) solid sawn lumber complying with the MSBC.
3. Section A102.3 Boarding Fasteners. Boarding fasteners shall be a minimum strength and size to adequately affix the material to the building while preventing entry.
4. Section A103 Installation. Not adopted.
5. Section A104 Referenced Standard. Not adopted.

QQ. Section B101 Board of Appeals. Appendix B of the International Property Maintenance Code is adopted by reference and incorporated in the City Code in whole as if it was set out in full, subject to the following amendments:

1. Section B101.1 Scope. The City of Corcoran's Board of Appeals and Adjustments will serve as the board of appeals for the purpose of hearing application for modification of this code pursuant to the provisions of Section 107 (Means of Appeals). The board shall operate in accordance with this section, and shall be authorized to hear evidence from appellants and the code official pertaining to the application and intent of this code for the purpose of issuing orders pursuant to these provisions.
2. Section B101.2 Application for Appeal. Any person shall have the right to appeal a decision of the code official to the board. A written appeal request shall be based on a claim that the intent of this code or the rules legally adopted hereunder have been incorrectly interpreted, the provisions of this code do not fully apply, or an equally good or better form of construction is proposed. The written request shall be filed with the code official within 30 days after the notice was mailed.
3. Section B101.3 Membership of The Board. Not adopted.

Rental Fee Schedule (Draft)

Dwelling Type	License Fee	Re-inspection Fee	Conversion Fee
Single-family homes, twin-homes, and townhomes	$100 per unit	$75 per unit	$100
Apartments	$200 per building plus $15 per unit	$75 per unit	Not Applicable

Penalty Type	Fee
Penalty for renewal applications filed and fees paid after December 1st (renewal date)	$25 for each 30 days after December 1, but no more than 60 days
Filing fee for appeal of compliance order	$50
Reinstatement fee	$50
Illegal Rental Operation/Let of Property	
- First violation	$100
- Second violation within 24-months	$250
- Third and subsequent violation within 24-months	$500

STAFF REPORT **Agenda Item: 9a.**

Council Meeting: May 25, 2023	**Prepared By:** Michelle Friedrich
Topic: Records Scanning Project Update and Granicus Project	**Action Required:** Approval

Summary

Scanning Project Update

On November 10, 2021, Council authorized staff to utilize the American Rescue Plan Funds (ARPA) for the scanning of historical documents for electronic storage. The anticipated cost of the project was estimated to be between $40,000 to $75,000. Staff have been working with the approved vendor, Scanning America. The first shipment was picked up by Scanning America on February 17, 2022. The first shipment included approximately 70 boxes of historical permits and accounting documents. The cost for scanning the first shipment of 70 boxes was $433 per box, or approximately $30,310. The final shipment was picked up on Tuesday, May 2, 2023, and included the remaining 51 banker boxes of historical documents. This recent shipment included engineering, planning, and some miscellaneous historical documents. It is anticipated the remaining cost will be approximately $22,083. Staff are working with OPG-3 to complete a workflow process for transferring the scanned historical data into the City's archival software Laserfiche platform.

The next steps within the scanning project include transferring and integrating the historical data into Laserfiche and then connecting the pertinent information into the City's website through Laserfiche WebLink. Staff are in the process of meeting with both vendors to determine a timeline for both projects.

Granicus Software

Granicus is an agenda building software that offers integration with streaming Council meetings, storing videos, and website hosting and maintenance. There is also a software feature that allows Council to take notes right on the electronic documents if utilizing a computer or iPad. Staff attended a seminar on Granicus software benefits and met with representatives from Granicus. The software solutions offered include Peak Agenda Management, Government Transparency Suite, Open Platform Suite, Send Agenda (Peak), GovDelivery for Integrations, and Granicus Encoding Appliance Software. Some important points to Granicus software:

1. Granicus is a true Civic Engagement technologies company servicing federal, state, and local markets with many services with a mission to help government connect with residents digitally in meaningful ways that are intuitive, personalized and informed by data.

2. Granicus offers a true end to end public meeting solution for government. Products include Agenda software, Video services, Boards & Commission module, e-comment module, iLegislate (app for Council Members).
3. Granicus offers Closed Captioning services to amplify ADA compliance.
4. Send Agenda feature in Peak Agenda is differentiator and helps residents subscribe to receive Agendas when published on the web.
5. Reduce vendor sprawl by choosing Granicus.
6. Improve the resident experience with a beautiful iframe that sites on your Agenda and Minutes view page with content that is organized, searchable and pleasing to the eye, this increases transparency and helps to promote self-serve adoption to find content on the website.
7. Collaborative workflow within the Peak platform with configurable fields built with your best practices in mind .
8. Peak is robust, more collaborative, capable of more integrations with our other solutions, future proofing seamless integrations for future technology investments and capable of handling enterprise-level customers (multiple meeting bodies can use),and security built for Government.
9. Granicus can help grow public access and engagement outcomes. Granicus offers solid data showing that our products increase reach and engagement by as much as 200%.

Financial/Budget

The anticipated implementation and setup cost of the Granicus agenda building software project is $5,500, and license pricing of approximately $6,714 for the first year, $7,050 the second year, and $7,400 the third year. Staff requested a pricing discount for a 3-year agreement, and Granicus submitted a discounted price of $20,143 for three years if paid up front. The discounted price reflects approximately a 5 percent discount over three years if paid up front, with additional years reflecting a 5 percent increase versus an annual 7 percent increase. There is an option for a 10-year agreement and staff has requested pricing.

To continue workflow and respond as necessary should the pandemic re-emerge, or a new emergency arise, this project is consistent with the eligibility requirements to access funding of the America Rescue Plan Act (ARPA). Funds could be accessed for the implementation and setup costs of Granicus. Annual licensing would be funded through the General Fund and included in future year budgets.

The City’s current website hosting and maintenance agreement ends at the end of 2023 and is currently with CivicLive. Granicus also offers website support and maintenance. Staff has requested pricing on this add-on option and will schedule item for a future Council meeting discussion.

Council Action

1. Authorize staff to proceed with the Granicus software implementation and three-year maintenance option, or ten-year maintenance option and utilize the implementation cost with ARPA funds.
2. Decline implementation of Granicus software.
3. Request staff to review other agenda building software options.

Attachments

1. Granicus proposal
2. Current Granicus customers in Hennepin County

408 St. Peter St, Suite 600
St. Paul, MN 55102

THIS IS NOT AN INVOICE

Order Form
Prepared for
Corcoran, MN

Granicus Proposal for Corcoran, MN

ORDER DETAILS

Prepared By:	Ruth Gonzalez
Phone:	847-809-5692
Email:	ruth.gonzalez@granicus.com
Order #:	Q-271514
Prepared On:	02 May 2023
Expires On:	23 Jun 2023

ORDER TERMS

Currency:	USD
Payment Terms:	Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)
Period of Performance:	The term of the Agreement will commence on the date this document is signed and will continue for 36 months.

PRICING SUMMARY

The pricing and terms within this Proposal are specific to the products and volumes contained within this Proposal.

One-Time Fees			
Solution	**Billing Frequency**	**Quantity/Unit**	**One-Time Fee**
Peak - Setup & Configuration	Up Front	1 Each	$0.00
Peak Online Group Training	Upon Delivery	6 Hours	$0.00
Government Transparency - Setup & Configuration	Up Front	1 Each	$0.00
Granicus Encoding Appliance Hardware - SDI (AMAX) (GT)	Upon Delivery	1 Each	$4,500.00
Granicus Video - Online Training	Upon Delivery	6 Hours	$0.00
Open Platform - Setup and Configuration	Up Front	1 Hours	$0.00
Send Agenda (Peak) Set up and Config	Up Front	1 Each	$0.00
Open Platform - Setup and Configuration	Up Front	1 Hours	$0.00
Granicus Encoding Appliance Hardware - Setup & Config	Upon Delivery	1 Each	$875.00
US Shipping Charge C - Large Item	Upon Delivery	1 Each	$125.00
govDelivery for Integrations Set Up and Config	Up Front	1 Each	$0.00
		SUBTOTAL:	**$5,500.00**

New Subscription Fees					
Solution	**Period of Performance**	**Billing Frequency**	**Quantity/ Unit**	**Annual Fee**	**Prorated Fee**
Peak Agenda Management	01 Jun 2023 - 31 May 2026	Annual	1 Each	$3,135.00	$9,405.00
Government Transparency Suite	01 Jun 2023 - 31 May 2026	Annual	1 Each	$2,439.60	$7,318.80
Open Platform Suite	01 Jun 2023 - 31 May 2026	Annual	1 Each	$0.00	$0.00
Send Agenda (Peak)	01 Jun 2023 - 31 May 2026	Annual	1 Each	$0.00	$0.00
Open Platform Suite	01 Jun 2023 - 31 May 2026	Annual	1 Each	$0.00	$0.00
govDelivery for Integrations	01 Jun 2023 - 31 May 2026	Annual	1 Each	$0.00	$0.00
Granicus Encoding Appliance Software (GT)	01 Jun 2023 - 31 May 2026	Annual	1 Each	$1,140.00	$3,420.00
			SUBTOTAL:	**$6,714.60**	**$20,143.80**

FUTURE YEAR PRICING

Solution(s)	Period of Performance	
	Year 2	Year 3
Peak Agenda Management	$3,291.75	$3,456.34
Government Transparency Suite	$2,561.58	$2,689.66
Open Platform Suite	$0.00	$0.00
Send Agenda (Peak)	$0.00	$0.00
Open Platform Suite	$0.00	$0.00
govDelivery for Integrations	$0.00	$0.00
Granicus Encoding Appliance Software (GT)	$1,197.00	$1,256.85
SUBTOTAL:	**$7,050.33**	**$7,402.85**

PRODUCT DESCRIPTIONS

Solution	Description
Peak Agenda Management	Peak Agenda Management is a Software-as-a-Service (SaaS) solution that enables government organizations to simplify the agenda management and minutes recording process of the clerk's office. Peak Agenda Management allows clerks to streamline the way they compile and produce agendas and record minutes for public meetings and includes: • Unlimited user accounts • Unlimited meeting bodies and meeting types • Access to up to one (1) Peak Agenda Management site
Government Transparency Suite	Government Transparency are the live in-meeting functions. Streaming of an event, pushing of documents, and indexing of events.
Open Platform Suite	Open Platform is access to MediaManager, upload of archives, ability to post agendas/documents, and index of archives. These are able to be published and accessible through a searchable viewpage.
Send Agenda (Peak)	Send Agenda is dependent on an active subscription to the relevant govMeetings agenda.
Peak - Setup & Configuration	Setup and Configuration for Peak Agenda Management includes implementation of: • Up to one (1) meeting body's Standard Agenda, Cover Page and Minutes report template • Up to one (1) public view page portal
Peak Online Group Training	Online Group Training for Peak Agenda Management allows clients to have up to six (6) users participate in online group sessions with a Granicus trainer and other client users to learn how to use the system.
Open Platform Suite	Open Platform is access to MediaManager, upload of archives, ability to post agendas/documents, and index of archives. These are able to be published and accessible through a searchable viewpage.

Solution	Description
Government Transparency - Setup & Configuration	Setup and Configuration for Government Transparency Suite includes implementation of: • Up to one (1) View Page and Player template • Up to one (1) Live Manager configuration
Granicus Encoding Appliance Hardware - SDI (AMAX) (GT)	AMAX Encoder with Osprey SDI Card. Used to pass commands and data from LiveManager that include Start/Stop of webcast, indexing, and document display. Also serves to distribute video and captions to be distributed to the CDN or Performance Accelerator.
Granicus Video - Online Training	Granicus Video - Online Training
Open Platform - Setup and Configuration	Setup and configuration for Open Platform
govDelivery for Integrations	Send notification bulletins directly to constituents who subscribe to receive updates directly through Granicus (powered by govDelivery). Receive a monthly metrics report delivered via email to show subscriber growth and engagement activity for the past month of bulletin sends, and grow subscribers through access to the Granicus Advanced Network. Note: govDelivery integrations is dependent on an active subscription to the relevant govMeetings agenda or govAccess CMS solutions.
Open Platform - Setup and Configuration	Setup and configuration for Open Platform
Granicus Encoding Appliance Software (GT)	Granicus Encoding Appliance Software (GT) This includes the LiveManager Software solution where webcasts are started/stopped, agendas amended and indexed, votes and attendance recorded, and minutes created.
Granicus Encoding Appliance Hardware - Setup & Config	Remote configuration and deployment of an encoding appliance.
US Shipping Charge C - Large Item	US shipping of a large item

GRANICUS ADVANCED NETWORK AND SUBSCRIBER INFORMATION

- **Granicus Communications Suite Subscriber Information.**
  - Data provided by the Client and contact information gathered through the Client's own web properties or activities will remain the property of the Client ('Direct Subscriber'), including any and all personally identifiable information (PII). Granicus will not release the data without the express written permission of the Client, unless required by law.
  - Granicus shall: (i) not disclose the Client's data except to any third parties as necessary to operate the Granicus Products and Services (provided that the Client hereby grants to Granicus a perpetual, non-cancelable, worldwide, non-exclusive license to utilize any data, on an anonymous or aggregate basis only, that arises from the use of the Granicus Products by the Client, whether disclosed on, subsequent to, or prior to the Effective Date, to improve the functionality of the Granicus Products and any other legitimate business purpose, including the right to sublicense such data to third parties, subject to all legal restrictions regarding the use and disclosure of such information).
- **Data obtained through the Granicus Advanced Network.**
  - Granicus offers a SaaS product, known as the Communications Cloud, that offers Direct Subscribers recommendations to subscribe to other Granicus Client's digital communication (the 'Advanced Network'). When a Direct Subscriber signs up through one of the recommendations of the Advanced Network, that subscriber is a 'Network Subscriber' to the agency it subscribed to through the Advanced Network.
  - Network Subscribers are available for use while the Client is under an active subscription with Granicus. Network Subscribers will not transfer to the Client upon termination of any Granicus Order, SOW, or Exhibit. The Client shall not use or transfer any of the Network Subscribers after termination of its Order, SOW, or Exhibit placed under this agreement. All information related to Network Subscribers must be destroyed by the Client within 15 calendar days of the Order, SOW, or Exhibit placed under this agreement terminating.
  - Opt-In. During the last 10 calendar days of the Client's subscription, the Client may send an opt-in email to Network Subscribers that shall include an explanation of the Client's relationship with Granicus terminating and that the Network Subscribers may visit the Client's website to subscribe to further updates from the Client in the future. Any Network Subscriber that does not opt-in will not be transferred with the subscriber list provided to the Client upon termination.

UPDATES TO SHARED SHORT CODES FOR SMS/TEXT MESSAGING (US CLIENTS ONLY):

- Granicus will be migrating all clients with SMS/Text Messaging Solutions using a shared short code option to a unique standard toll-free number within the United States (International numbers not supported). Short Codes are recommended for Text-to-Subscribe functionalities, if enabled where available, for an additional fee.
- Client must have explicit opt-in for all destinations sent to and adhere to all CTIA guidelines for the duration of its use.

TERMS & CONDITIONS

- This quote, and all products and services delivered hereunder are governed by the terms located at https://granicus.com/legal/licensing, including any product-specific terms included therein (the "License Agreement"). If your organization and Granicus has entered into a separate agreement or is utilizing a contract vehicle for this transaction, the terms of the License Agreement are incorporated into such separate agreement or contract vehicle by reference, with any directly conflicting terms and conditions being resolved in favor of the separate agreement or contract vehicle to the extent applicable.
- If submitting a Purchase Order, please include the following language: The pricing, terms and conditions of quote Q-271514 dated 02 May 2023 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.
- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Corcoran, MN to provide applicable exemption certificate(s).
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.
- Granicus will provide a three (3) year warranty with respect to required hardware. Within the three (3) year warranty period, Granicus shall repair or replace any required hardware provided directly from Granicus that fails to function properly due to normal wear and tear, defective workmanship, or defective materials.

BILLING INFORMATION

Billing Contact:		**Purchase Order Required?**	[ ] - No [ ] - Yes
Billing Address:		**PO Number:** *If PO required*	
Billing Email:		**Billing Phone:**	

If submitting a Purchase Order, please include the following language:
The pricing, terms, and conditions of quote Q-271514 dated 02 May 2023 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.

AGREEMENT AND ACCEPTANCE

By signing this document, the undersigned certifies they have authority to enter the agreement. The undersigned also understands the services and terms.

Corcoran, MN	
Signature:	
Name:	
Title:	
Date:	

City	Products	Tenure
Minneapolis	Communications and SMS module, Short Term Rental - Host Compliance	21 years
Brooklyn Park	Communications and SMS module, Video streaming services	14 years
Maple Grove	Video streaming	14 years
Eden Prairie	Website, Communication, SMS, Video streaming	15 years
Bloomington	Peak, Civic Engagement HQ, Communications Core	14 years
Edina	Novus Agenda, Video Streaming, Engagement HQ	16 years
Plymouth	Purchased Peak in Q1 2023. Website, Communication Core, Video services	14 years
Minnetonka	Purchased Peak in Q4 2022. Video streaming, FOIA software, Boards & Commission module, GovQA CRM, Website, Communications, SMS, Engagement HQ	15 years
Brooklyn Center	Website, Communications, Novus Agenda	14 years
St. Louis Park	Website, Communications, SMS, Video	15 years
Richfield,	Communications, GovQA, Novus Agenda	7 years
Golden Valley	Peak, Video streaming, Communications Core	15 years
Hopkins	Video streaming	11 years
New Hope	Video streaming	15 years
Crystal	Video streaming	15 years
Rogers	Novus Agenda	5 years
Robbinsdale	Website, and Video streaming	15 years
Osseo	Video streaming	15 years
Orono	Video streaming, looking to also purchase Peak Agenda in May 2023	9 years

STAFF REPORT **Agenda Item: 9b.**

Council Meeting: May 25, 2023	**Prepared By:** Jessica Beise
Topic: ARPA Funding – Status Update and Options	**Action Required:** Direction

Summary

The City of Corcoran received $683,013.98 in federal funds from the American Rescue Plan Act otherwise known as ARPA. To date, the City has committed to the following projects:

Document Scanning: $75,000
Police Department Audio: $15,000 – project completed for $10,144.64
Broadband Project: $108,232

Remaining Funds: $489,637.34

Staff would like to gather feedback to propose a plan for the remaining funds.

Eligible uses include:

- Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
- Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
- Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
- Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
- Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

A priority for staff would be to continue investments in technology/software to become paperless and enhance cyber security. This would allow staff to continue workflow and response as necessary should the pandemic re-emerge, or a new emergency arises. An additional expenditure recommended for consideration is water infrastructure related to connecting City Hall to the municipal water/sewer system or towards the proposed well, treatment, and tower project.

Financial/Budget
The City has until the end of 2024 to fully commit the funds.

Options
1.! Direct staff on priorities for the remaining American Rescue Plan Act funds.

Recommendation
Staff recommend reviewing options for technology including Granicus and Laserfiche and water and sewer connection for City Hall. If there are remaining funds, staff would propose utilizing the remaining funds on the water supply project.

Council Action
Direct staff on priorities for the remaining American Rescue Plan Act funds.

Attachments
None.

STAFF REPORT **Agenda Item: 10a.**

Council Meeting: May 25, 2023	**Prepared By:** Maggie Ung
Topic: Finance Assistance Request	**Action Required:** Approval

Summary

The City of Corcoran is undergoing its annual financial audit. Staff have been working diligently to complete this process. When the City implemented our financial software BS&A, the data transfer caused a significant discrepancy in the City's current finances. Due to the annual audit timeline and the complexity of the matter, staff are requesting assistance from Abdo Financial Solutions to assist in correcting the issue.

Additionally, with numerous new projects and developments, escrow activities have significantly increased. The current escrow process is manually tracked by staff, and staff are looking into ways to make the process more efficient. Staff recommends using Abdo Financial Solutions to assist in reconciling our escrow activities.

Financial/Budget

The anticipated cost of financial assistance would not exceed $17,000. There are no funds budgeted for the assistance, however, if the City has a surplus, this will help cover the cost.

Options

1. Direct staff to proceed with hiring Abdo Financial Solutions for financial assistance for the yearly audit and escrow reconciliation not to exceed $17,000.
2. Provide additional directions to staff.

Recommendation

Staff is recommending hiring Abdo Financial Solutions for financial assistance for the yearly audit and escrow reconciliation not to exceed $17,000.

Council Action

Direct staff to proceed with hiring Abdo Financial Solutions for financial assistance for the yearly audit and escrow reconciliation not to exceed $17,000.

Attachments

1. Reconciliation Proposal

SERVICE PROPOSAL FOR

City of Corcoran

8200 County Road 116, Corcoran, Minnesota 55340

May 19, 2023

abdosolutions.com | *Mankato, MN - Edina, MN - Scottsdale, AZ*

Abdo Financial Solutions

Proposed by

Victoria Holthaus, CPA

Partner | Abdo

victoria.holthaus@abdofs.com

P *952.715.3069*

Maggie Ung, Finance Manager

City of Corcoran

8200 County Road 116

Corcoran, Minnesota 55340

May 19, 2023

Dear Maggie,

Thank you for the opportunity to submit this proposal to the City of Corcoran, Minnesota (the City) for accounting services. Based on our past experience with cities of comparable size and complexity, we believe our structured contract with defined outcomes offered through Abdo Financial Solutions, LLC (Abdo FS) would provide the City with excellent financial services.

We appreciate you taking the time to meet and discuss the challenges you are currently facing with the bank and escrow reconciliation process after the conversion to BS&A. The following are ways, in which, our Financial Solutions team can support the City:

- Completed a trial balance tie out as of December 31, 2021.
- Complete the bank reconciliations through 2022 and into 2023
- Evaluate the current process to see what the issues are.
- Complete an escrow reconciliation

The term of this contract shall be from May 19, 2023 to July 31, 2023.

Our services will be performed remotely by an Abdo FS representative with no need for any on-site visits.

The investment required for our services is indicated on the value page, and this quote will remain valid for thirty (30) days. Please note that Abdo FS is not considered independent of the City according to auditing standards generally accepted in the United States of America.

Abdo FS understands the City has retained an independent registered municipal advisor (IRMA) to advise in the evaluation of information and recommendations relating to the issuance of municipal securities and/or municipal financial products. The engaged IRMA is the recognized municipal advisor (MA) for the City.

Abdo FS would like to thank the City for the opportunity to propose on these services. We look forward to exceeding your expectations and continuing our long-term, mutually beneficial relationship.

Sincerely,

Abdo Financial Solutions

Victoria Holthaus, CPA

Partner | Abdo

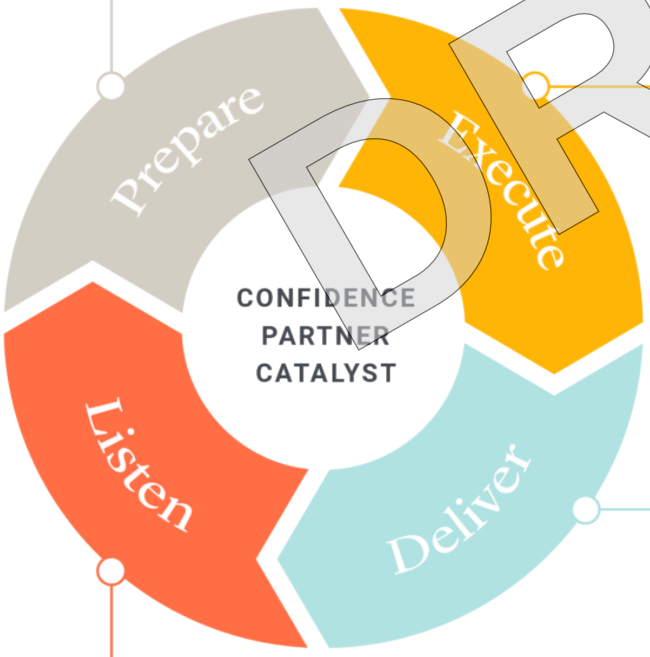
LIGHTING THE PATH FORWARD

The Abdo Difference

At Abdo, we believe in the importance of relationships. This core value is the foundation of our approach to delivering the best experience and outcomes for our clients. It's inherent in our people and the way we work. We know that for our clients to be successful, it takes more than having experience and credentials – we take the time to listen to their unique motivations, goals, and challenges. We truly care about their journey and where their path leads.

Our process is built around a deep commitment to every client:

*We light the path forward so you can proceed with **confidence**.*
*We're the **partner** you can trust to help you along the way.*
*We're the **catalyst** who empowers you to reach your goals.*



Prepare *Illuminating the path ahead*

Our best work begins when we have a clear, mutual understanding of your needs and expectations, setting the stage for a successful partnership that achieves your goals. By starting with this foundation, we are able to map out the road ahead for you and for our team.

Execute *Navigating as partners*

As our team plans and conducts the work, we maintain consistent communication with you so that you can have confidence and peace of mind throughout the process. This collaboration also helps us to anticipate potential obstacles and adjust our strategy as we work towards your goal.

Deliver *Enlightening communication*

Relationships are at the core of our values and delivering on our promises to build trust is our top priority. But it goes further than that. We help guide you forward by providing clarity and insights behind the results.

Listen *Empowering you to move forward*

The work may be done, but we aren't. It's our turn to take time to review outcomes so that we can both learn and improve, helping to uncover potential challenges and identify future opportunities. Nothing is more empowering than being ready for the next steps and knowing that you've got a partner who is invested in your ongoing success.

Your Team

Based on our ability to provide the requested services, our shared core values, and an understanding of your unique needs, we firmly believe we would be a great partner for the City of Corcoran. We have the resources, knowledge, people and services to light the path forward for your city.

We have assembled a team with relevant experience who are committed to working with you to ensure success. Each team member is briefly profiled below, and full biographies can be found in Appendix C.

VICTORIA HOLTHAUS, CPA

Partner
victoria.holthaus@abdofs.com
P *952.715.3069*

ERIN ENSTAD, CPA

Senior Manager
erin.enstad@abdofs.com
P *507.304.6809*

MAARI BERG

Manager
maari.berg@abdosolutions.com
P *952.715.3017*

ANNETTE STORM

Manager
annette.storm@abdofs.com
P *952.449.6224*

Government Experience

You can have confidence in our years of experience performing consulting services, the quality of the accounting services we offer and our understanding of the unique challenges our clients face in the government space. Since 1963, we've served cities just like yours. With an unwavering commitment to streamlining processes, training staff, and finding technology-based solutions, we proudly offer excellence in city consulting and auditing. Out of our 180-strong, talented staff, over 40 team members are 100% focused on government clients, which include over 100 cities and other governmental entities. By serving cities across Minnesota, we have become experts in the nuances of how to best support your city. Our expertise affords you a consulting experience that is painless. We do this by communicating up front, coming fully prepared, and being available throughout the year to support you.

PROCESS

Our methods are centered around incorporating technology to deliver unparalleled solutions for government organizations. In addition to our consulting experience, our firm expertly performs outsourcing for governments giving us a wealth of experience in a consulting role. We don't believe in a one-size-fits-all mentality. So together, we'll focus on the needs that are relevant to your city and provide the right services to meet them with a customized methodology based on your needs. We're focused on developing creative, customized solutions to help your city mitigate costs and boost efficiency.

FOCUS

Through continuous training and growth opportunities, we've established an environment with a focus on serving government entities. We spend more than 100 hours training and onboarding to ensure success for our clients. We truly hope that you partner with us to light the path forward for your organization.

OUR QUALIFICATIONS

- GFOA and MnGFOA Association members
- Government operations training
- MSRB Municipal Advisor Qualified Representatives (Series 50 and Series 54)
- Consulting services for over 100 cities
- We've assisted many municipalities in preparing for the GFOA's Certificate of Achievement for Excellence awards in financial reporting

OUR FINANCIAL MANAGEMENT AND CONSULTING SERVICES INCLUDE:

- Budget process development
- Capital improvement planning
- Cash flow analysis
- Cost containment processes
- Debt management plans
- ERP system consulting
- Federal and State relations/grant consulting
- Finance Director services
- Financial management plans
- Financial reporting and analysis
- Fleet: Operations and replacement rate analysis
- Interim accounting and financial services
- Internal control evaluation
- Long-term strategic planning
- Payroll processing
- Policy development
- Process flows and efficiencies
- Project management
- Quarterly and monthly reporting to management
- Reconciliations
- Software implementation
- Utility/fee analysis
- Year-end audit preparation and financial statement preparation

Value & Scope of Services

We at Abdo FS help cities achieve their financial goals.

Our fees range from $170 to $445 per hour based upon the experience and level of the individuals to be assigned to perform your work. Fees are also based on the assumption and limitations outlined in the Scope of Services. Below are the fees for our services.

Staff Level	Hourly Rate
Partner	$445
Senior Manager	$325
Manager	$265
Senior Associate	$205 - $220
Associate/Accounting Specialist	$170 - $185

We estimate 50 hours, primarily at the Manager to Senior Manager level, for this project. At this time, the City has elected a "not to exceed" amount of $17,000 for these projects. Abdo will monitor the time on the projects and notify the City if the projects are unable to be completed within this budget.

This quote is valid for thirty (30) days.

Services will be billed monthly.

ABDO FS CONTRACT TASK
Cash and Investment Reconciliation for all of 2022
Trial balance tie out for 2021
Complete an escrow reconciliation for 2022

Technology

We believe technology should enhance our service offerings, making our work less intrusive, our time with you more productive and everyone's data more secure. The use of technology in our financial accounting services enables us to streamline our processes and helps to automate certain functions of our work so we are able to spend more time analyzing our results and working directly with you.

Through the outbreak of COVID-19, our team has been able to seamlessly move to a completely remote work environment with no loss of productivity, cooperation, or communication. Since March 17, 2020, our staff has been successfully conducting remote services using the latest video conferencing and secure file sharing technology. Through Zoom, Microsoft Teams, or whatever technology your city may use, our team will continue to work through normal procedures, including regular meetings with you during the engagement to ensure effective collaboration with your team.

We take the security of our client's data - and our own - very seriously. A number of systems are in place to ensure the safety of your city's data. We operate on a remote distributed infrastructure leveraging Microsoft's Cloud Platform Azure. This not only allows our staff to securely work from any computer, anywhere, any time, but also provides large-scale, cutting-edge technology and security for your data. Your data is housed in secure data centers that reside exclusively in the U.S. and not on laptops or local servers which could be stolen or misplaced. We continually provide security awareness training to our staff members to ensure they are good digital stewards of your data. In addition to this, we also consult bi annually with 3rd party security experts to conduct risk assessments and conduct annual penetration tests.

IT ALSO MEANS:

All firm staff use dual authentication to ensure that every login to our remote environment is secure and authorized.

All data is saved on redundant servers and data centers so if one server fails, another immediately takes over with no data lost.

All data is backed up continually which means we always have an extra copy for safe-keeping.

All incoming emails, attachments, and embedded links are scanned for viruses prior to landing in our inbox, which allows us to operate with more protection from phishing emails, malware attacks, and other digital threats.

Our cloud platform, Azure, is globally trusted by companies and governments and has numerous security compliance standard they adhere to. Reports of these can be provided as requested.

What Our Clients Say

CLIENT REFERENCES

One of the things we enjoy most about our work is developing long-term relationships with our clients and watching their city thrive as we help them to evolve and grow. Our clients listed below serve as a sample of references of those we partner with for their financial management services. Additional references are available upon request.

CITY OF WAYZATA

Jeff Dahl

City Manager

P *952.404.5309*

Services Provided:

Bank Reconciliation Assistance

Monthly Reporting

Quarterly Reporting

Audit Preparation

CITY OF NEW HOPE

Valerie Leone

City Clerk / Treasurer

P *763.531.5117*

Services Provided

Finance Director Services

Month-end Reconciliation

Quarterly Reporting

Long-term Capital Plan

Audit Preparation

CITY OF OAK GROVE

Loren Wickham

City Administrator

P *763.404.7075*

Services Provided

Finance Director Services

HR Services

Month-end Reconciliations

Quarterly Reporting

Value-Added Services

When you partner with Abdo, you get access to our entire catalog of services. Below is a selection of the additional solutions that we believe could be of great value to your city. If you have need of these services, please reach out to us so we can help! Our additional service offerings can be found at www.abdosolutions.com.

ABDO FINANCIAL SOLUTIONS INTERIM ACCOUNTING SERVICES

With a staff of experienced professionals, we develop and implement creative solutions for entities of all shapes and sizes. We rely on a proven process to provide your city with the very best quality and value in financial management solutions. Our outsourced accounting and financial services include:

- Monthly accounting
- Temporary accounting help
- Finance Director outsourcing

PROCESS SOLUTIONS

"Because we've always done it that way" is an easy trap to fall into. But outdated processes or systems might not be delivering the best results and cause redundancies, unreliable outcomes, and frustrated staff. An ineffective process can become your Achilles' heel in a crisis. Our customized process improvement solutions will meet you where you are - and guide you to a better tomorrow.

Our process solution services include:

- Process Mapping Documentation - *How do transactions and data flow through your city?*
- Abdo ProEval - *Removing waste in your processes allows your team members to focus on what they were hired to do - and to spend more time on value-added initiatives.*
- Abdo ProEval - Kaizen - *Does the project seem too large, or the change too overwhelming? The Kaizen approach is a pared - down version of our ProEval service. Instead of a full operational review, we'll focus on one aspect of your operation*
- Software Inventory & Assessment - *Including recommendations for increasing efficiency and, if possible, reducing software-related costs.*

Abdo

Diversity, Equity & Inclusion

61%

of our employees are female

51%

of our management level employees are female

23%

of our interns this year were people of color

At Abdo, we recognize the need for continuous improvement in diversity, equity and inclusion initiatives throughout our firm and the accounting industry at large. We believe that when we understand each other better, we grow better together.

Over the past year, we have increased our efforts to promote diversity, equity, and inclusion within our firm and community through implicit/unconscious bias, anti-harassment, and interview training. Our Diversity, Equity, and Inclusion Committee looks continues to implement new ideas, projects, and initiatives to move our firm forward through learning, understanding, and improving on these issues.

We continue to increase our number of women at the highest leadership level. We strive for continued growth in our ability to attract and retain women and people of color within our firm and we are working towards greater equity and diversity for all within our industry.

In order to build a more inclusive work environment, the firm has implemented diversity and inclusion education through partnering with expert speakers and trainers. Please let us know if you have any ideas on how we can improve diversity, equity, and inclusion at Abdo.

Why Partner with Abdo

LIGHTING THE PATH FORWARD

In a world of ever-changing complexity, people need caring, empathetic and highly skilled professionals they can depend on to provide the right advice and solutions for them. Our clients seek growth and success, but also want security and confidence. For nearly 60 years, Abdo has provided insights for our clients to help them achieve their goals.

That same innovative spirit is also what has earned us the title of being one of the top accounting firms in the Midwest. Abdo is a better firm today because of the efforts we made to support a culture driven by our core values of growth, relationships, and teamwork.

With this foundation in place, we have successfully helped our clients identify and break through their own growth barriers. Every challenge they face is an opportunity for us to listen, understand and empower them with solutions and a plan to achieve their goals. It's fulfilling to serve as the catalyst that helps them overcome obstacles that block their progress.

When it comes to our working relationships, we are partners. We're confidants. We're the catalyst that sparks true business growth, providing guidance through every challenge and opportunity along the way.

ABOUT ABDO

Abdo is a full-service accounting and consulting firm that delivers customized strategies and innovative solutions to help businesses, governments and nonprofits succeed. With more than 180 professionals and nearly six decades of experience, Abdo is ranked as one of the top accounting firms in the Midwest. It is a licensed CPA firm with offices located in Minneapolis and Mankato, Minnesota, and Scottsdale, AZ. Abdo's commitment to its clients is to gain in-depth knowledge of their unique challenges, opportunities, and needs. Through this consultative approach, Abdo partners with organization leaders to light the path forward to confidently reach their goals.

"Listening to our clients' needs, understanding their challenges, and adjusting how we work together is key to our partnership with the people we serve."

-- **Steve McDonald, CPA** | *Managing Partner*

Appendix A

AGREEMENT FOR FINANCIAL SERVICES

Agreement for Financial Services

THIS AGREEMENT, is made and entered into on May 19, 2023 by and between the City of Corcoran, Minnesota (hereinafter referred to as the "Client"), and Abdo Financial Solutions (hereinafter referred to as the "Contractor").

Articles of Agreement & Recitals

WHEREAS, the Client is authorized and empowered to secure from time to time certain professional services through contracts with qualified consultants; and

WHEREAS, the Contractor understands and agrees that:

1. The Contractor will act as an Independent Contractor in the performance of all duties under this Agreement. Accordingly, the Contractor shall be responsible for payment of all taxes, including federal, state and local taxes and professional/business license fees arising out of the Contractor's activities;
2. The Contractor shall have no authority to bind the Client for the performance of any services or to obligate the Client. The Contractor is not an agent, servant, or employee of the Client and shall not make any such representations or hold himself/herself out as such;
3. The Contractor shall be the exclusive outsourced accounting service provider for the Client during the term of this Agreement;
4. The Contractor shall perform all professional services in a competent and professional manner, acting in the best interests of the Client at all times.
5. The Contractor shall not accrue any continuing contract rights for the services performed under this Agreement.

NOW THEREFORE, in consideration of the mutual covenants and promises contained herein, it is agreed as follows:

ARTICLE I

INCORPORATION OF RECITALS

The recitals and agreement set forth above are hereby incorporated into this Agreement.

ARTICLE II

LIABILITY INSURANCE

Section 1 Liability Insurance: The Contractor shall obtain professional liability insurance, at their expense with liability insurance coverage minimums in the amount of $2,000,000, which Contractor must secure and maintain during the term of this Agreement. Contractor will provide Client with proof of liability insurance coverage under this Agreement in writing upon request by the Client.

ARTICLE III

DURATION OF THE AGREEMENT

Section 1 Duration: This Agreement shall commence upon date of execution by all parties and will remain in effect until July 31, 2023 unless earlier terminated as provided in Sections 2 and 3.

Section 2 Client's Termination Rights: The Client may terminate this Agreement upon thirty (30) days written notice in the event the Client determines in its sole discretion that it is not in the Client's best interest to continue using Contractor's services. The Client may terminate on ten (10) days written notice if the Contractor fails to perform its obligations under this Agreement.

Section 3 Contractor's Termination Rights: Contractor may terminate this Agreement upon thirty (30) days written notice to Client in the event Client does not pay Contractor compensation as required under Article 5, Section 9 within fifteen (15) days after invoice is received by Client. In the event of non-payment within thirty (30) days, Contractor shall give the Client an opportunity to cure the default by giving a notice of such non-payment and an additional five (5) days after the Client's receipt of the notice to remit such payment, prior to giving a notice of termination. Contractor can also terminate the Agreement with thirty (30) days written notice if the Contractor believes it is in its best interests to terminate the Agreement.

ARTICLE IV

GENERAL

Section 1 Authorized Client Agent: The Client's authorized agent for the purpose of administration of this Agreement is the City Administrator. Said agent shall have final authority for approval and acceptance of the Contractor's services performed under this Agreement and shall further have responsibility for administration of the terms and conditions of this Agreement. All notices under this Agreement shall be sent to the person and address indicated below on the signature lines.

Section 2 Amendments: No amendments or variations of the terms and conditions of this Agreement shall be valid unless in writing and signed by the parties.

Section 3 Assignability: The Contractor's rights and obligations under this Agreement are not assignable or transferable.

Section 4 Data: Any data or materials, including, but not limited to, reports, studies, photographs, negatives, or any and all other documents prepared by the Contractor or its outside consultants in the performance of the Contractor's obligations under this Agreement shall be the exclusive property of the Client, and any such data and materials shall be remitted to the Client by the Contractor upon completion, expiration, or termination of this Agreement. Further, any such data and materials shall be treated and maintained by the Contractor and its outside consultants in accordance with applicable federal, state and local laws. Further, Contractor will have access to data collected or maintained by the Client to the extent necessary to perform Contractor's obligations under this Agreement. Contractor agrees to maintain all data obtained from the Client in the same manner as the Client is required under the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 or other applicable law (hereinafter referred to as the "Act"). Contractor will not release or disclose the contents of data classified as not public to any person except at the written direction of the Client. Upon receipt of a request to obtain and/or review data as defined in the Act, Contractor will immediately notify the Client. The Client shall provide written direction to Contractor regarding the request within a reasonable time, not to exceed fifteen (15) days. The Client agrees to indemnify, hold harmless and defend Contractor for any liability, expense, cost, damages, claim, and action, including attorneys' fees, arising out of or related to Contractor's complying with the Client's direction. Subject to the aforementioned, Contractor agrees to defend and indemnify the Client from any claim, liability, damage or loss asserted against the Client as a result of Contractor's failure to comply with the requirements of the Act. Upon termination and/or completion of this Agreement, Contractor agrees to return all data to the Client, as requested by the Client.

ARTICLE IV - CONTINUED

GENERAL (CONTINUED)

Section 5 Entire Agreement: This Agreement is the entire agreement between the Client and the Contractor, and it supersedes all prior written or oral agreements. There are no other covenants, promises, undertakings, or understandings outside of this Agreement other than those specifically set forth. Any term, condition, prior course of dealing, course of performance, usage of trade, understanding, or agreement purporting to modify, vary, supplement, or explain any provision of this Agreement is null and void and of no effect unless in writing and signed by representatives of both parties authorized to amend this Agreement.

Section 6 Severability: All terms and covenants contained in this Agreement are severable. In the event any provision of this Agreement shall be held invalid by any court of competent jurisdiction, this Agreement shall be interpreted as if such invalid terms or covenants were not contained herein, and such holding shall not invalidate or render unenforceable any other provision hereof.

Section 7 Contractor Fiscal Decision Waiver: Contractor is responsible for providing the Client with timely and accurate financial recommendations and information that allows the Council the ability to make final financial decisions. Contractor will provide final financial recommendations but is not responsible for the final decisions made regarding financial matters.

Section 8 Client Employment of Contractor's Employees: The Client acknowledges and agrees that Contractor's workforce, including employees assigned to staff the engagement provided for under this Agreement, constitutes an important and vital aspect of Contractor's business. In recognition of the foregoing and the harm that Contractor will suffer in the event of the loss of one or more of its employees, the Client agrees that during the Term of this Agreement and for a period of six (6) months following the termination of this Agreement for any reason (the "Restrictive Time Period") the Client shall not, directly or indirectly, on behalf of itself or any person, firm, corporation, association or other entity, (a) recruit, solicit, or assist anyone else in the recruitment or solicitation of, any of Contractor's employees to terminate their employment with Contractor and to become employed by or otherwise engaged with or by the Client in any capacity independent of Contractor; (b) hire or engage any Contractor employee; or (c) otherwise encourage or induce any of Contractor's employees to terminate their employment with Contractor.

Notwithstanding the foregoing, Contractor may (but shall not be obligated to) consent to the Client's recruitment, solicitation, employment or other engagement of a Contractor employee otherwise prohibited by this paragraph provided that (a) the Client discloses to Contractor in writing its desire to recruit, solicit, employ or otherwise engage the Contractor employee independent of Contractor before engaging with the Contractor employee regarding any such potential relationship; (b) the Client agrees to pay Contractor a Restrictive Covenant Exception Fee (as hereafter defined) in the event the Contractor employee becomes employed by or otherwise engaged with the Client independent of Contractor; and (c) Contractor provides written consent to the Client to engage with the Contractor employee regarding any such relationship. For purposes of this Agreement, the Restrictive Covenant Exception Fee shall be the *greater* of: (i) 150% of the annual contracted cost of Contractor's services under this Agreement in addition to the annual contracted cost paid or due Contractor hereunder; or (ii) 150% of the fees paid or due Contractor for services provided under this Agreement during the twelve (12) month period immediately prior to the termination of this Agreement or, in the event the Agreement has not been terminated, during the twelve (12) month period immediately prior to Contractor's provision of written consent to the Client to engage in the recruitment, solicitation, employment or other engagement of a Contractor employee otherwise prohibited by this paragraph.

ARTICLE IV - CONTINUED

GENERAL - CONTINUED

Section 9 Compensation: The parties agree that the Contractor shall be paid compensation for the services provided hereunder, payable for work performed in accordance with this Agreement, based on the fees indicated on the Value page of this proposal. Additional fees will not be incurred without prior approval of the Client.

Initial invoice for anticipated first month fees will be sent within 10 days of the execution of this agreement. Monthly installment fees will be invoiced throughout the remainder of this Agreement. If the Agreement is for an hourly fee basis, invoices will be sent monthly.

Section 10 Additional Services: Should the Client request additional services in addition to the Contracted Services, the Contractor will provide the Client with proposed fees for the services to be provided. The Client shall provide a written or electronic confirmation prior to the proposed services implementation.

Section 11 Outside Contractors: It shall be the responsibility of Contractor to compensate any other outside consultants retained or hired by Contractor to fulfill their obligations under this Agreement and shall be responsible for their work and Contractor, by using outside contractors, shall not be relieved of its obligations under this Agreement.

Section 12 Municipal Advisor: Abdo FS understands the Client has retained an independent registered municipal advisor (IRMA) to advise in the evaluation of information and recommendations relating to the issuance of municipal securities and/or municipal financial products. The engaged IRMA is the recognized municipal advisor (MA) for the Client.

Appendix B

AGREEMENT FOR THE PROVISION OF PROFESSIONAL SERVICES

Agreement for the Provision of Professional Services

WHEREFORE, this Agreement was entered into on the date set forth below and the undersigned, by execution hereof, represent that they are authorized to enter into this Agreement on behalf of the respective parties and state that this Agreement has been read by them and that the undersigned understand and fully agree to each, all and every provision hereof, and hereby, acknowledge receipt of a copy hereof.

City of Corcoran

8200 County Road 116

Corcoran, Minnesota 55340

SIGNATURE

Maggie Ung

Abdo Financial Solutions, LLC

5201 Eden Avenue, Suite 250

Edina, Minnesota 55436

Victoria Holthaus, CPA

Partner | Abdo

May 19, 2023

Appendix C

TEAM BIOS

Abdo Financial Solutions

TEAM MEMBER BIO

Victoria Holthaus

CPA

Partner | Abdo Financial Solutions

Municipal Advisor Representative (Series 50)

Municipal Advisor Principal (Series 54)

victoria.holthaus@abdofs.com

P 952.715.3069

Vicki aims to simplify the complex for her clients. Her goal is to give them a solid understanding of their finances, so they can confidently plan ahead. She specializes in working with local governments and nonprofit agencies to strategize capital improvements, develop long-range financial plans, and troubleshoot accounting and financial challenges. She also provides process evaluation and process improvement services for nonprofit and private sector clients. Over the past several years, Vicki has helped many organizations with strategic upgrades to technology and software as they navigate new ways of interacting with constituents and customers. Along with the ability to creatively explain technical terms, Vicki has firsthand knowledge of the issues local governments often face. Prior to joining the firm, she served Minnesota municipalities and joint ventures in various finance and administrative roles.

EDUCATION

- Bachelor of Science in Accounting, National American University
- Master of Arts in Public Administration, Hamline University
- Minnesota Certified Municipal Clerk
- Continuing professional education

PROFESSIONAL MEMBERSHIPS

- Minnesota and Arizona Society of Certified Public Accountants
- American Institute of Certified Public Accountants
- Minnesota Clerks and Finance Officers Association
- Government Finance Officers Association of the United States and Canada
- Minnesota and Arizona Government Finance Officers Association

AFFILIATIONS

- Hamline School of Business, Accounting Board Member
- Arizona Women Leading Government Member

QUALIFICATIONS

- 17 years of experience working with local governments and nonprofits in finance and administration
- Experience with budgeting, capital planning, debt management, as well as being the process evaluation and improvement engagement lead
- Previous speaker at MCFOA Municipal Clerks and Finance Officers Association, League of Minnesota Cities and has developed newsletter content on automation, long-term planning and process improvements

Abdo Financial Solutions

TEAM MEMBER BIO

Erin Enstad

CPA

Senior Manager | Abdo Financial Solutions
erin.enstad@abdofs.com
P 507.304.6809

Erin joined the firm in 2011 after graduating from Minnesota State University, Mankato. Erin has nearly ten years of experience auditing and providing accounting services for governmental clients.

EDUCATION

- Bachelor of Science in Accounting and Corporate Finance, Minnesota State University, Mankato
  - *Graduated Magna Cum Laude*
  - *Dean's List*
- Continuing professional education

PROFESSIONAL MEMBERSHIPS

- American Institute of Certified Public Accountants
- Minnesota Society of Certified Public Accountants

QUALIFICATIONS

- 9 years of experience auditing local governments and schools in Minnesota
- Over 90 percent of billable time relates to governmental clients

Abdo Financial Solutions

TEAM MEMBER BIO

Maari Berg

Manager | Abdo Financial Solutions
maari.berg@abdofs.com
P 952.715.3017

Maari joined the Firm in 2021 as a Manager in the Financial Solutions department. Prior to joining Abdo FS, she spent nine years working for the City of Plymouth in Consulting and Accounting Supervisor roles. In these roles, Maari was involved in most facets of the day-to-day operations of governmental finance and had a strong focus on process improvements. Maari's experience also includes over two years as a governmental auditor and five years in private industry.

EDUCATION

- Bachelor of Arts in Accounting, Concordia College - Moorhead
- Certified Public Accountant (inactive)
- Continuing professional education

QUALIFICATIONS

- Over ten years experience working with local governments and five years experience in the private sector
- Experience in a variety of roles within local government, including, but not limited to: monthly and annual reporting, audit preparation, budget development, transit reporting, training and supervising staff, utility billing, payroll, and grant accounting and reporting
- Project management experience in leading a budget and capital improvement plan software implementation
- Experience in analyzing processes and providing recommendations to increase the efficiency, accuracy, and transparency
- Experience in policy and procedures development
- Proficient in Tyler Technologies New World Systems and Questica Budget software systems

Abdo Financial Solutions

TEAM MEMBER BIO

Annette Storm

Manager | Abdo Financial Solutions
annette.storm@abdofs.com
P 952.449.6224

Annette joined the Firm in 2022 as a Manager in the Financial Solutions group. Prior to joining Abdo, Annette spent three years as the Director of Administrative Services and two years as the Assistant Finance Director for the City of Marshall and three years as an Accountant for Lyon County. She has a wealth of knowledge and experience in all aspects of governmental finance, including, but not limited to: budgeting, financial reviews, monthly and annual reporting, cash flow projects, economic development and software implementation.

EDUCATION

- Bachelor of Science in Accounting and Finance, Southwest Minnesota State University
- Continuing professional education

PROFESSIONAL MEMBERSHIPS

- Minnesota Government Finance Officers Association
- Government Finance Officers Association of the United States
- Marshall, MN Young Professionals

QUALIFICATIONS

- 9 years experience working with local governments
- Experience in a variety of roles within local government, including, but not limited to: monthly and annual reporting, audit preparation and review, budget development and control, training and supervising staff, cash flow projections, and long-range planning
- Experience in policy and procedures development
- Leadership skills having managed finance teams/departments, participation in leadership meetings, and preparation of Council reports and attendance at City Council meetings
- Proficient in Tyler Technologies Incode 9 and 10 software; including software conversion from version 9 to 10 along with account restructure

CITY OF CORCORAN
8200 County Road 116, Corcoran, MN 55340
763-420-2288
email: general@corcoranmn.gov / website: www.corcoranmn.gov

MEMO

Meeting Date:	May 25, 2023
To:	City Council
From:	Dwight Klingbeil, Planning Technician
Re:	Active Corcoran Planning Applications

Projects/comments in blue italics are new.

The following is a status summary of active planning projects:

1. **Transition/Buffer Zones ZOA (City File 22-034).** After multiple discussions on this topic in 2022, the City Council reviewed a draft of a Buffer Yard Ordinance at the January 26th work session. Remaining questions and discussion regarding enforcement was discussed further at the February 23rd regular Council meeting. The Planning Commission held a public hearing on April 6th. The Commission recommended approval of the draft ordinance with the addition of native planting options and a reduced penalty for violations. *The final draft of the amendments were reviewed and adopted by Council at the April 27th meeting.*

2. **PUD Standards Zoning Ordinance Amendment (City File No. 22-045).** After various discussions on planned unit development standards in 2022, staff and City Council continued to discuss verbiage changes in the working draft of the new PUD district standards at the January 26th City Council Work Session as well as a joint Work Session with the Planning Commission and Parks and Trails Commission on February 9th. The Council asked the Planning Commission to provide further feedback regarding the proposed point categories. Individual Planning Commissioner feedback was submitted in the City Council packet for the March 23rd meeting. At the March meeting, the Council directed staff to proceed with the public hearing with the Planning Commission. *The Planning Commission held a public hearing on May 4th and recommended approval of Option 2 ("PUD Public Benefits Policy") of the drafted amendments. This item will be reviewed at the May 25th City Council regular meeting.*

3. **Rental Ordinance (City File No. 22-046).** Staff and City Council continue to work through the draft ordinance and planning for administrative implementation. Since the Rental Ordinance will not be contained within the Zoning or Subdivision Ordinances of City Code, a public hearing is not required. This item was discussed at the April 13th work session. *Additional revisions will be reviewed as a discussion item at the May 25th City Council regular meeting.*

4. **Keefe Minor Subdivision (PID 33-119-23-12-0007) (City File No. 22-063**). A complete application for a two-lot minor subdivision at 6801 Willow Drive was submitted. Minor subdivisions do not require review by the Planning Commission. *The subdivision was approved by City Council at the April 27, 2023, regular meeting.*

5. **"Kariniemi/Wicht Sketch Plat" (PID 18-119-23-11-0002; 18-119-23-42-0001) (City File No. 23-004).** Nathan Kariniemi of Willow1 LLC originally submitted a sketch plat application for an open space & preservation plat near Kariniemi Meadows on County Road 19 and County Road 10. The plan included three commercial lots wrapping around the existing Public Works building in addition to 8 small residential lots off Larsen Road with a 40-acre outlot set aside as open space. This item was discussed at the February 23rd meeting, where the Council provided feedback to the applicant. Since the February meeting, the applicant submitted an updated plan that no longer includes the OS&P concept. The new concept plan shows 6 commercial lots wrapping around Public Works and two Rural Residential lots south of Rush Creek. *The updated concept was reviewed by Council at the April 27th meeting and is not currently scheduled for any upcoming meetings.*

6. **"Cook Lake Highlands PUD Amendment" (PID 25-119-23-14-0002) (City File No. 23-005)** Trek Development submitted a PUD Amendment application for Cook Lake Highlands. The request includes more impervious surface area at New Horizons Academy, an increase to the number of units in the memory care facility consistent with preliminary approvals, and amending the approved 100-unit co-op to a 145-unit age-restricted apartment. This request was reviewed by Council at the April 27th and May 11th regular meetings. *The City Council approved the amendment as requested at the May 11th meeting.*

7. **"Kwik Trip CUP, Lot Line Adjustment, and Site Plan" (PID 12-119-23-14-0006; 12-119-23-14-0004) (City File No. 23-006).** Kwik Trip Inc. submitted a Site Plan, Lot Line Adjustment and CUP application for the two parcels north of Mama G's. The application was determined to be incomplete for City review and is not currently scheduled for review by the City Council. A feasibility study is currently underway to evaluate the infrastructure needs of the project.

8. **"Rush Creek Reserve 3 Final Plat and Vacation" (City File No. 23-007)** M/I Homes applied for the 3rd addition of their "Rush Creek Reserve" development. This phase includes 18 villa homes in a cul-de-sac on the Northwest corner of the site. This application required the vacation of a blanket Drainage and Utility Easement that was created with the 2nd addition. *The Public Hearing was held at the May 11, 2023 Regular Meeting and was followed by Council approval of the Final Plat and PUD.*

9. **"Red Barn Pet Retreat" (PID 01-119-23-44-0045) (City File No. 23-008)** Daniel Benjamin submitted an application for the expansion of his business, "Red Barn Pet Retreat" to a site on the Northwest corner of Stieg Road and County Road 101. This application includes a Comprehensive Plan Amendment, Rezoning, Preliminary Plat, Conditional Use Permit, Variance, and a Site Plan. The concept for this project was discussed by the Council at the December 22nd meeting. *The application was deemed complete for review. The public hearing for this item is scheduled for the June 1st, 2023 Planning Commission meeting and will come to the Council at the June 22nd, 2023 Regular Meeting.*

10. **Heidecker Garage (PID 22-119-23-42-0009) (City File No. 23-009)** Tyler Heidecker applied for a Conditional Use Permit and an Interim Use Permit to construct a detached garage of 1750

square feet on his property at 7985 Eagle Ridge Road. The IUP will allow for storage of business equipment within the structure*. Staff determined the application to be complete. Tt is scheduled for a public hearing at the July 6, 2023, Planning Commission meeting and City Council review on July 27, 2023.*

11. **Expansion of Nonconforming Residential Structures Zoning Ordinance Amendment (Citywide) (City File No. 23-011).** *Council directed to staff to move forward with a minor zoning ordinance amendment which would allow some expansions of legal nonconforming residential structures to be approved administratively. The public hearing for this item is scheduled for June 1, 2023 at the Planning Commission and will be reviewed by Council on June 22, 2023.*

STAFF REPORT **Agenda Item: 11b.**

Council Meeting: May 25, 2023	**Prepared By:** Kevin Mattson
Topic: Stieg Road Improvements Update	**Action Required:** Informational

Summary

As part of the Amberly/Bellwether development agreement, street improvements to Stieg Road were planned from the CR 116 intersection to the existing paved section to the east constructed as part of the original Bellwether development.

The project is currently under design and was anticipated for construction in 2023. However, recently, a burial headstone was discovered along the road corridor which could potentially result in construction delays.

Engineering has been coordinating with their cultural resources team and is recommending the following steps as summarized below.

- Gather additional background information on the nature of the burial marker
  - Church Records
  - Local/County Historic Society Records
  - Local Newspapers
  - Hennepin County Recorder of Deeds Office
- Approach the MN Office of the State Archaeologist (OSA) and the Minnesota Indian Affairs Council (MIAC) with findings
  - Create an action plan (if necessary)

Staff estimates it will take 30-60 days to complete this process.

Financial/Budget

The additional scope is considered a project cost related to the Stieg Road Improvements.

Options

NA

Recommendation

NA

Council Action:

NA

Attachments:

NA

STAFF REPORT **Agenda Item: 13a.**

Council Meeting: May 25, 2023	**Prepared By:** Jessica Beise
Topic: Hackamore Road – Agreements	**Action Required:** Direction

Summary
The Council will meet in closed session to discuss offers or counteroffers for the purchase or sale of certain real or personal property interests, related to the Hackamore Road Improvement Project. Following the closed session, the Council may consider and approve certain project-related agreements and a Joint Powers Agreement for the Hackamore Road Improvement Project.

Financial/Budget
The financial impact will be better understood following the closed session.

Options
Consider agreements as presented.

Recommendation
Consider agreements as presented.

Council Action
Consider agreements as presented.

Attachments
None.

May 19, 2023

Honorable Mayor and City Council
City of Corcoran
8200 County Road 116
Corcoran, MN 55340

Re: Hackamore Road Improvements Project
SAP 250-103-002 & SAP 215-119-001
Hennepin County Proj. No. 2183552
Cities of Medina & Corcoran, MN
WSB Project No. 020741-000

Dear Mayor and City Council:

Bids were received online for the above-referenced project on Thursday, April 20, 2023, and were viewed and read aloud. Four bids were received. Please find enclosed the Bid Tabulation Summary indicating the low bidder as Valley Paving, Inc., Shakopee, Minnesota, with a grand total bid in the amount of $5,445,445.00. The Engineer's Estimate for the project was $6,350,165.25.

We recommend that the City Council consider these bids and award a contract for the grand total bid in the amount of $5,445,445.00 to Valley Paving, Inc. based on the results of the bids received.

If you have any questions, please contact me at 612.419.1549. Thank you.

Sincerely,

WSB

James L. Stremel, PE
Sr. Project Manager

Attachment

cc: Jessica Beise, City of Corcoran
Kevin Mattson, City of Corcoran

srb

701 XENIA AVENUE S | SUITE 300 | MINNEAPOLIS, MN | 55416 | 763.541.4800 | WSBENG.COM

BID TABULATION SUMMARY

PROJECT:
Hackamore Road Improvements Project
SAP 250-103-002 & SAP 215-119-001
Hennepin County Proj. No. 2183552

OWNER:
Cities of Medina & Corcoran, MN

WSB PROJECT NO.:
020741-000

BIDS RECEIVED ONLINE: Thursday, April 20, 2023, at 11:00 a.m. Local Time

	Contractor	Bid Bond (5%)	Addenda #s 1-6 Received	Grand Total Bid
1	Valley Paving, Inc.	X	X	$5,445,445.00
2	New Look Contracting, Inc.	X	X	$5,777,377.51
3	Park Construction Company	X	X	$5,913,021.89
4	Eureka Construction, Inc.	X	X	$5,952,575.49
	Engineer's Opinion of Probable Cost			$6,350,165.25

I hereby certify that this is a true and correct tabulation of the bids as received on April 20, 2023.

James L. Stremel, PE, Medina City Engineer

City of Corcoran
2023 City Council Schedule

Agenda Item: 14.

Below is a tentative schedule for City Council meetings. The items and schedule are subject to change.

June 8, 2023

- 2024 Budget Goals and Priorities
- Schedule Budget Work Sessions
- Street Light Policy Discussion
- Organics Recycling Requirements
- Recelmite /Seal Coating Paving
- Development Superitendent Job Description
- Seasonal Maintenance Worker Job Description
- Pedestrian Crossings
- Planning Project Update
- THC Regulations Legislative Update

June 22, 2023

- Progess Report – 2023 Goals and Measurables
- Planning Project Update

July 13, 2023 Work Session (Tentative)

- Draft 2024 Budget

July 13, 2023

- Mid-Year Code Enforcement – Add November Report Next
- Draft 2024 Budget

July 27, 2023

- Planning Project Update
- Park Signs Plan

August 10, 2023

- Draft 2024-25 CIP and Pre Orders
- Draft 2024 Budget

August 24, 2023

- Planning Project Update

September 12, 2023 – Annual Charter Commission Meeting

- 4 Year Mayoral Term (Staff)
- Voter Information Information (Staff)
- Terms and Appointments (Staff)
- Stagger Commission Terms (Guenthner)

- Ward Information (Tucker)
- Joint Council Meeting (Staff)

September 14, 2023

- Preliminary Budget and Levy
- Levy Insert

September 28, 2023

- Progess Report – 2023 Goals and Measurables
- Planning Project Update

October 12, 2023

-

October 26, 2023

- Planning Project Update

Additional Future Meetings