



## Corcoran City Council Agenda March 14, 2024 - 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. Hennepin County Commissioner Anderson Presentation\*
7. **Consent Agenda**
  - a. February 22, 2024 DRAFT Regular Council Minutes\*
  - b. March 23, 2023 DRAFT Regular Council Minutes\*
  - c. Financial Claims March 14, 2024\*
  - d. PNP Results\*
  - e. 7200 Willow Drive Construction Agreement\*
  - f. Kvam CUP (City file 24-009)\*
  - g. City Center Drive and 79<sup>th</sup> Place – Mass Grading and Stormwater Improvements – Pay Request 5\*
  - h. Water Treatment Plant – Pay Request 10\*
  - i. Water Treatment Plant – Change Order 2\*
  - j. City Hall - Utility Service Connections (ARPA Eligible)\*
8. **Planning Business – Public Comment Opportunity**
  - a. **Public Hearing:** Interim Ordinance Discussion\*
9. **Unfinished Business**
10. **New Business**
  - a. Stanchion Bar Music and Event Request for July 12 and 13, 2024\*
11. **Closed Session**
  - a. Real Estate Property
    - a. Stieg Road Improvements
    - b. City Center
12. **Staff Reports**
13. **Council Reports**
  - a. SF 3303/HF 3168
  - b. SF3080/HF 2235
  - c. HF4009/SF 3964
14. **2024 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: 821 6350 4979**

**Video Link and Instructions:**

<https://us02web.zoom.us/j/82163504979>

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

**Meeting ID: 821 6350 4979**

*\*Please note in-person comments will be taken at the scheduled meeting where noted.*

*Comments received via email to City Clerk Friedrich at [mfriedrich@corcoranmn.gov](mailto:mfriedrich@corcoranmn.gov) or via public comment cards will also be accepted. All email and public comment cards must be received by the Wednesday prior to scheduled Council meeting.*

For more information on options to provide public comment visit:

[www.corcoranmn.gov](http://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](http://www.corcoranmn.gov).*

## STAFF REPORT

Agenda Item: 4.

<b>Council Meeting</b> March 14, 2024	<b>Prepared By</b> Michelle Friedrich
<b>Topic</b> Commission Representatives	<b>Action Required</b> Informational

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### Summary

The advisory commission representatives for the March 14, 2024, Council meeting are as follows:

- Planning Commission: Corrine Brummond
- Parks and Trails Commission: Tom Anderson

### Financial/Budget

N/A

### Council Action

N/A

### Attachments

N/A



HENNEPIN COUNTY  
MINNESOTA

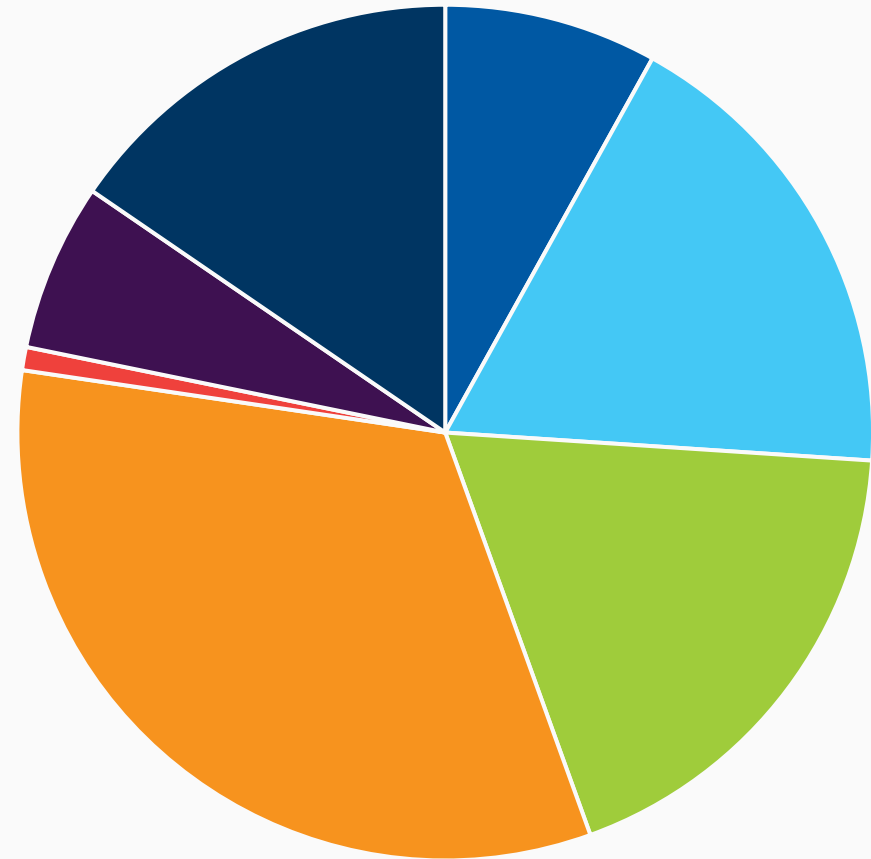


# Commissioner Kevin Anderson

- Serving District 7 since 2021
- Chair - Public Works Committee,
- Vice Chair- Housing and Redevelopment Authority
- Vice Chair - Human Services & Law Safety Justice
- Chair - AMC Business and Partner Development
- Vice Chair – NACO Public Health Subcommittee
- Appointed to NACO County Technology Advisory Council



# Hennepin County Budget



- Public Works
- Human Services
- Operations
- Law, Safety and Justice
- Disparity Reduction
- Health
- Resident Services

Total: \$2,647,343,892



# Corcoran at a Glance

Hennepin County



# Human Services

- Nearly 800 Corcoran residents (11%) receive Human Services from Hennepin County
  - 780 individuals receive financial assistance through cash, food or healthcare supports

# Public Safety

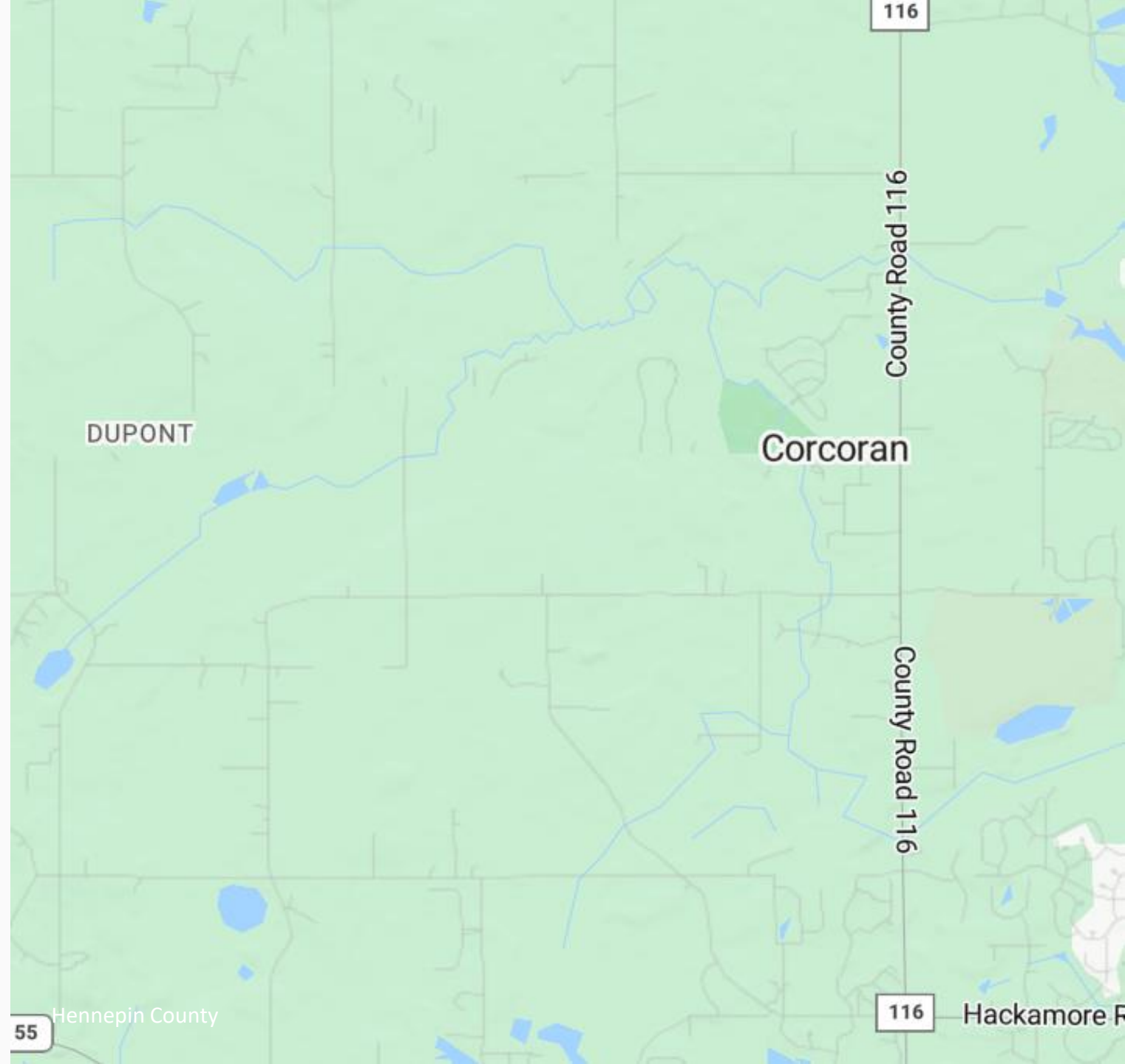
- **Embedded Social Work**
  - 47 referrals to embedded social workers in 2023 by the Corcoran Police Department
- **Sentencing to Service**
  - STS crews provide services like snow and litter removal, landscaping maintenance, painting, janitorial services or public park and trail maintenance





# Public Works Projects

- 2023
  - County Road 50 Chip Sealing
  - County Road 19 Chip Sealing
  - Traffic Signal Updates at Hackamore Road
- Future
  - Pavement Rehabilitation Project on Woodland Trail (CSAH 10)
- Complete and Green Streets Policy



# Supporting Youth in Corcoran

- Youth Activities Grants
  - \$850,379 since 2009
- Educational Support Systems
  - Hennepin's School Based Mental Health
  - Voluntary academic support for students & families / caregivers
  - Academic support, mentorship, tutoring, and GED preparation



Questions?



## STAFF REPORT

## Agenda Item: 7a.

<b>Council Meeting</b> March 14, 2024	<b>Prepared By</b> Michelle Friedrich
<b>Topic</b> Draft Regular Council Minutes – February 22, 2024	<b>Action Required</b> Informational

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### Summary

The draft Council Regular Minutes for February 22, 2024, will be emailed on Tuesday, March 12, with hard copy provided to Council the evening of the March 14 meeting.

### Attachments (Hard copies will be provided March 12, 2024)

1. 2024-02-22 Draft Regular Council Minutes

## STAFF REPORT

Agenda Item: 7b.

<b>Council Meeting</b> March 14, 2024	<b>Prepared By</b> Michelle Friedrich
<b>Topic</b> Draft Regular Council Minutes – March 23, 2023	<b>Action Required</b> Informational

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### Summary

The draft Council Regular Minutes for March 23, 2023, will be emailed on Tuesday, March 12, with hard copy provided to Council the evening of the March 14 meeting.

### Attachments (Hard copies will be provided March 14, 2024)

1. 2023-03-23 Draft Regular Council Minutes

**FINANCIAL CLAIMS**

**CHECK RANGE**

**FUND #500 ESCROW CLAIMS**

Paid to	Amount	Project name
SEE THE REGISTER FOR #500 CLAIMS		

<b>Total</b>	\$0.00	
<b>Total Fund #500 =</b>		\$ -
(See attached Payments Detail)		

**ALL OTHER FINANCIAL CLAIMS**

Check Register		\$1,211,499.88
(See attached Check Detail Registers)		
<b>Total Checks</b>		<b>\$1,211,499.88</b>
<b>Total of Auto Deductions</b>	<b>\$</b>	<b>159,950.21</b>
 <b>TOTAL EXPENDITURES FOR APPROVAL</b>	 <b>\$</b>	 <b>1,371,450.09</b>

**Auto Deductions / Electronic Fund Transfer / Other Disbursements**

Date	Paid to	Amount	Description
2/16/2024	MN DEPT OF REVEN	\$ 446.47	MN SALES TAX RETURN
2/16/2024	ADP PAYROLL FEES	\$ 510.52	Payroll Processing Fee
2/21/2024	ADP PAYROLL FEES	\$ 403.10	Payroll Processing Fee
2/22/2024	Optum Bank	\$ 8,683.78	Employee HSA
2/22/2024	ADP Tax	\$ 119,554.70	Net Payroll and Taxes
2/23/2024	MN PERA	\$ 25,793.60	Employee Pension
2/26/2024	EMPOWER	\$ 5,485.68	Employee Deferred Comp/Healthcare Savings
3/1/2024	ADP PAYROLL FEES	\$ 353.96	Payroll Processing Fee
3/1/2024	HealthPartners	\$ 38,086.36	Employee Health Insurance Premium
3/7/2024	RevTrak	\$ 206.00	Credit Card Processing Fee
3/7/2024	ADP Tax	\$ 121,303.89	Net Payroll and Taxes
 <b>Total</b>		<b>\$ 159,950.21</b>	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 35096							
100-45200-50210	02/16/24	A-1 OUTDOOR POWER INC	CARBURETOR KIT	549367	03/14/24	89.99	35096
			Total For Check 35096			89.99	
Check 35097							
100-45200-50210	02/22/24	ACME TOOLS	STEALTH MOUNTS	12441470	03/14/24	15.95	35097
			Total For Check 35097			15.95	
Check 35098							
100-41900-50401	02/20/24	ADAMS PEST CONTROL, INC.	CITY HALL PEST CONTROL	3858308	03/14/24	111.14	35098
			Total For Check 35098			111.14	
Check 35099							
100-41410-50210	03/02/24	AMAZON CAPITAL SERVICES	LAMINATING POUCHES	1NFJ-MPVR-PHFJ	03/14/24	38.92	35099
100-41410-50210	02/13/24	AMAZON CAPITAL SERVICES	SUPPLIES FOR ELECTION	1Y9N-N9QD-RYVL	03/14/24	46.98	35099
100-41900-50200	03/02/24	AMAZON CAPITAL SERVICES	LAMINATING POUCHES	1NFJ-MPVR-PHFJ	03/14/24	69.07	35099
100-42100-50417	03/01/24	AMAZON CAPITAL SERVICES	POLICE OFFICER US AMERICAN FLAG UN	1HHL-3H3D-H4JK	03/14/24	68.72	35099
100-43100-50210	12/13/23	AMAZON CAPITAL SERVICES	LIGHTER OUTLET REPLACEMENT	196X-MFRH-PH71	03/14/24	44.84	35099
100-43100-50220	12/15/23	AMAZON CAPITAL SERVICES	CAR CHARGER ADAPTER	1FNG-P36C-9NWC	03/14/24	88.27	35099
100-45200-50221	12/22/23	AMAZON CAPITAL SERVICES	LAWN MOWER BLADE	1V63-14T9-7VMM	03/14/24	247.34	35099
			Total For Check 35099			604.14	
Check 35100							
100-41900-50210	02/13/24	BEAUDRY OIL COMPANY	CITY HALL PROPANE	2562367	03/14/24	248.01	35100
100-41900-50212	02/16/24	BEAUDRY OIL COMPANY	UNLEADED FUEL	2573815	03/14/24	30.07	35100
100-42100-50212	02/16/24	BEAUDRY OIL COMPANY	UNLEADED FUEL	2573815	03/14/24	1,368.25	35100
100-43100-50212	02/20/24	BEAUDRY OIL COMPANY	ULS DYED FUEL	2576277	03/14/24	856.90	35100
100-43100-50212	02/16/24	BEAUDRY OIL COMPANY	UNLEADED FUEL	2573815	03/14/24	105.25	35100
100-43100-50380	02/13/24	BEAUDRY OIL COMPANY	PUBLIC WORKS PROPANE	2562366	03/14/24	671.59	35100
			Total For Check 35100			3,280.07	
Check 35101							
601-00000-22200	03/01/24	BELLWETHER ASSOCIATION	UTILITY BILLING REFUND	03062024	03/14/24	99.15	35101
			Total For Check 35101			99.15	
Check 35102							
100-42100-50403	02/16/24	BOB AND CARLS AUTO BODY INC	SQUAD 576 WINDSHIELD REPAIR	29076	03/14/24	80.00	35102
			Total For Check 35102			80.00	
Check 35103							
207-42100-50210	02/29/24	BROASTER CATERING	TRUCK SAFETY FOOD	13303	03/14/24	2,553.72	35103
			Total For Check 35103			2,553.72	
Check 35104							
100-00000-22205	02/29/24	CARSON, CLELLAND & SCHREDER	LEGAL SERVICES - FEBRUARY 2024	5160	03/14/24	232.00	35104
100-41600-50300	02/29/24	CARSON, CLELLAND & SCHREDER	LEGAL SERVICES - FEBRUARY 2024	5160	03/14/24	10,581.38	35104
100-42100-50304	02/29/24	CARSON, CLELLAND & SCHREDER	LEGAL SERVICES - FEBRUARY 2024	5160	03/14/24	3,094.10	35104
419-43100-50304	02/29/24	CARSON, CLELLAND & SCHREDER	LEGAL SERVICES - FEBRUARY 2024	5160	03/14/24	145.00	35104
			Total For Check 35104			14,052.48	
Check 35105							
100-00000-15500	02/29/24	CIGNA HEALTH AND LIFE INSURA	SUPPLEMENTAL HEALTH BENEFITS JANUA	204185	03/14/24	538.88	35105
100-00000-15500	02/29/24	CIGNA HEALTH AND LIFE INSURA	SUPPLEMENTAL HEALTH BENEFITS MARCH	204192	03/14/24	538.88	35105
100-00000-15500	02/29/24	CIGNA HEALTH AND LIFE INSURA	SUPPLEMENTAL HEALTH BENEFITS FEB 2	204190	03/14/24	538.88	35105
			Total For Check 35105			1,616.64	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 35106							
100-41900-50400	02/21/24	CINTAS - 470	CITY HALL FLOOR MATS	4184140483	03/14/24	146.37	35106
100-43100-50400	02/28/24	CINTAS - 470	UNIFORM/DISPOSABLE BATHROOM MAT	4184859704	03/14/24	30.09	35106
100-43100-50400	02/28/24	CINTAS - 470	SHOP TOWELS	4184859697	03/14/24	83.70	35106
100-43100-50400	02/14/24	CINTAS - 470	SHOP TOWELS	4183419657	03/14/24	83.70	35106
100-43100-50400	02/14/24	CINTAS - 470	UNIFORM/DISPOSABLE BATHROOM MATS	4183419641	03/14/24	30.09	35106
100-43100-50400	02/21/24	CINTAS - 470	DISPOSABLE BATHROOM MAT/UNIFORM	4184140447	03/14/24	6.60	35106
100-43100-50400	02/21/24	CINTAS - 470	CRT CABINET/DISPOSABLE BATHROOM MA	4184140469	03/14/24	30.55	35106
100-43100-50417	02/28/24	CINTAS - 470	UNIFORM	4184859775	03/14/24	212.99	35106
100-43100-50417	02/28/24	CINTAS - 470	UNIFORM/DISPOSABLE BATHROOM MAT	4184859704	03/14/24	35.27	35106
100-43100-50417	02/14/24	CINTAS - 470	UNIFORM/DISPOSABLE BATHROOM MATS	4183419641	03/14/24	35.27	35106
100-43100-50417	02/21/24	CINTAS - 470	DISPOSABLE BATHROOM MAT/UNIFORM	4184140447	03/14/24	35.27	35106
100-43100-50417	02/21/24	CINTAS - 470	UNIFORM	4184140518	03/14/24	212.99	35106
100-43100-50417	02/14/24	CINTAS - 470	UNIFORMS	4183419747	03/14/24	212.99	35106
Total For Check 35106						1,155.88	
Check 35107							
100-42100-50207	11/20/23	CITY OF ANNANDALE	TRAINING CENTER RENTAL	23-058	03/14/24	900.00	35107
Total For Check 35107						900.00	
Check 35108							
100-00000-22205	03/05/24	CITY OF CORCORAN	BP23-0052 STAFF PLANNER REVEIW FEB	BP23-0052-5	03/14/24	97.50	35108
100-00000-22205	03/05/24	CITY OF CORCORAN	BP23-0045 STAFF PLANNER REVIEW FEB	BP23-0045-4	03/14/24	1,235.00	35108
100-00000-22205	03/05/24	CITY OF CORCORAN	BP23-0053 STAFF PLANNER REVIEW FEB	BP23-0053-3	03/14/24	698.75	35108
100-00000-22205	03/05/24	CITY OF CORCORAN	BP24-0001 STAFF PLANNER REVIEW FEB	BP24-0001-2	03/14/24	97.50	35108
100-00000-22205	03/05/24	CITY OF CORCORAN	BP22-0029 STAFF PLANNER TIME FEB 2	BP22-0029.16	03/14/24	130.00	35108
100-00000-22205	03/05/24	CITY OF CORCORAN	BP24-0005 STAFF PLANNER TIME FEB	BP24-0005	03/14/24	227.50	35108
100-00000-22205	03/05/24	CITY OF CORCORAN	BP23-0038 STAFF PLANNER REVIEW FEB	BP23-0038-5	03/14/24	97.50	35108
100-00000-22205	03/05/24	CITY OF CORCORAN	BP23-0014 STAFF PLANNER TIME FEB 2	BP23-0014	03/14/24	65.00	35108
100-00000-22205	03/05/24	CITY OF CORCORAN	BP24-0008 STAFF PLANNER REVIEW FEB	BP24-0008	03/14/24	81.25	35108
100-00000-22205	03/05/24	CITY OF CORCORAN	BP24-0013 STAFF PLANNER REVIEW FEB	BP24-0013	03/14/24	48.75	35108
100-00000-22205	03/05/24	CITY OF CORCORAN	BP23-0048 STAFF PLANNER REVIEW FEB	BP23-0048-4	03/14/24	146.25	35108
100-45200-50382	02/29/24	CITY OF CORCORAN	6620 CO RD 116 WATER BILL	02-29-2024	03/14/24	27.53	35108
100-45200-50382	02/29/24	CITY OF CORCORAN	UB BILL 20200 CO RD 50	02292023	03/14/24	27.53	35108
Total For Check 35108						2,980.06	
Check 35109							
100-43100-50380	02/01/24	COMCAST - 930899035	INTERNET FEBRUARY 2024	194023332	03/14/24	295.05	35109
Total For Check 35109						295.05	
Check 35110							
100-41920-50300	02/15/24	COMPUTER INTEGRATION TECH	AGREEMENT OFFICE 365 - FEBRUARY 20	368341	03/14/24	1,861.30	35110
100-41920-50300	02/15/24	COMPUTER INTEGRATION TECH	SIRIS 4 - P4000 BACKUP BILLING - M	368735	03/14/24	885.00	35110
100-41920-50300	02/15/24	COMPUTER INTEGRATION TECH	AGREEMENT MANAGED SERVICES MARCH 2	369177	03/14/24	3,816.00	35110
Total For Check 35110						6,562.30	
Check 35111							
100-42100-50210	02/29/24	CULLIGAN BOTTLED WATER	PD OFFICE WATER	100X08020609	03/14/24	86.00	35111
Total For Check 35111						86.00	
Check 35112							
100-41130-50350	02/15/24	ECM PUBLISHERS INC	MARCH 5 PRIMARY ELECTION	985731	03/14/24	63.32	35112
100-41900-50350	02/22/24	ECM PUBLISHERS INC	HUD RELEASE OF FUNDS REQUEST NOTIC	986696	03/14/24	387.84	35112
Total For Check 35112						451.16	



GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 35113							
601-49400-50210	02/15/24	FERGUSON WATERWORKS #2518	WATER METERS	0523818-1	03/14/24	600.50	35113
601-49400-50210	02/21/24	FERGUSON WATERWORKS #2518	WATER METERS	0524796-1	03/14/24	1,992.84	35113
			Total For Check 35113			<u>2,593.34</u>	
Check 35114							
601-49400-50380	02/29/24	GOPHER STATE ONE CALL	FEBRUARY 2024 SUPPORT SERVICES	4020316	03/14/24	54.68	35114
602-49450-50380	02/29/24	GOPHER STATE ONE CALL	FEBRUARY 2024 SUPPORT SERVICES	4020316	03/14/24	54.67	35114
			Total For Check 35114			<u>109.35</u>	
Check 35115							
100-00000-21710	03/06/24	MATT GOTTSCHALK	DEPENDENT CARE REIMBURSEMENT	030624	03/14/24	960.00	35115
			Total For Check 35115			<u>960.00</u>	
Check 35116							
100-43100-50220	02/21/24	GRAINGER	BARBED HOSE FITTING	9027890079	03/14/24	10.28	35116
			Total For Check 35116			<u>10.28</u>	
Check 35117							
100-43100-50307	03/01/24	BRANDON HEINZ	RECRUITMENT AND RETENTION REIMBURS	03012024	03/14/24	1,500.00	35117
			Total For Check 35117			<u>1,500.00</u>	
Check 35118							
100-41900-50300	02/13/24	HKGI	CORCORAN PARK PLANNING AND DESIGN	023-058-2	03/14/24	7,447.58	35118
			Total For Check 35118			<u>7,447.58</u>	
Check 35119							
100-42100-50307	02/21/24	LAWSON, JOSH	WELLNESS REIMBURSEMENT	02162024	03/14/24	2,669.73	35119
			Total For Check 35119			<u>2,669.73</u>	
Check 35120							
100-41320-50207	03/04/24	LEAGUE OF MINNESOTA CITIES	DAY ON THE HILL	401412	03/14/24	125.00	35120
100-42100-50207	03/04/24	LEAGUE OF MINNESOTA CITIES	DAY ON THE HILL	401412	03/14/24	125.00	35120
			Total For Check 35120			<u>250.00</u>	
Check 35121							
100-41900-50360	02/14/24	LEAGUE OF MN CITIES INSUR.TR	2024 PROPERTY/CASUALTY INSURANCE	02142024	03/14/24	136,272.00	35121
			Total For Check 35121			<u>136,272.00</u>	
Check 35122							
100-41400-50307	02/21/24	LINDA CANTON	RECRUITMENT AND RETENTION REIMBURS	022124	03/14/24	1,500.00	35122
			Total For Check 35122			<u>1,500.00</u>	
Check 35123							
100-41900-50401	02/16/24	LOBERG ELECTRIC INC	CITY HALL OUTLET INSTALLATION	29809	03/14/24	1,770.10	35123
			Total For Check 35123			<u>1,770.10</u>	
Check 35124							
100-41900-50300	03/04/24	MARIE RIDGEWAY LICSW, LLC	MANDATORY CHECK IN	2638	03/14/24	130.00	35124
			Total For Check 35124			<u>130.00</u>	
Check 35125							
100-43100-50210	02/22/24	MENARDS BUFFALO	WATERTANK	2461	03/14/24	373.46	35125
			Total For Check 35125			<u>373.46</u>	
Check 35126							

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 35126							
100-43100-50223	02/22/24	MENARDS MAPLE GROVE	CLAMP FOR SPRINKLER ROOM	29026	03/14/24	19.71	35126
			Total For Check 35126			<u>19.71</u>	
Check 35127							
100-00000-20205	03/01/24	METLIFE	MARCH 2024 DENTAL INSURANCE	03-2024	03/14/24	89.02	35127
100-41320-50130	03/01/24	METLIFE	MARCH 2024 DENTAL INSURANCE	03-2024	03/14/24	29.17	35127
100-41400-50130	03/01/24	METLIFE	MARCH 2024 DENTAL INSURANCE	03-2024	03/14/24	87.51	35127
100-41500-50130	03/01/24	METLIFE	MARCH 2024 DENTAL INSURANCE	03-2024	03/14/24	89.02	35127
100-41910-50130	03/01/24	METLIFE	MARCH 2024 DENTAL INSURANCE	03-2024	03/14/24	125.45	35127
100-42100-50130	03/01/24	METLIFE	MARCH 2024 DENTAL INSURANCE	03-2024	03/14/24	280.07	35127
100-42102-50130	03/01/24	METLIFE	MARCH 2024 DENTAL INSURANCE	03-2024	03/14/24	59.85	35127
100-42400-50130	03/01/24	METLIFE	MARCH 2024 DENTAL INSURANCE	03-2024	03/14/24	59.85	35127
100-43100-50130	03/01/24	METLIFE	MARCH 2024 DENTAL INSURANCE	03-2024	03/14/24	156.13	35127
100-45100-50130	03/01/24	METLIFE	MARCH 2024 DENTAL INSURANCE	03-2024	03/14/24	14.59	35127
100-45200-50130	03/01/24	METLIFE	MARCH 2024 DENTAL INSURANCE	03-2024	03/14/24	14.58	35127
			Total For Check 35127			<u>1,005.24</u>	
Check 35128							
100-42400-50300	02/02/24	METRO WEST INSPECTION SERVIC	FINALIZED PERMITS JANUARY 2024	4021	03/14/24	44,725.14	35128
			Total For Check 35128			<u>44,725.14</u>	
Check 35129							
602-49450-50312	03/01/24	METROPOLITAN COUNCIL ENVIRO	WASTE WATER SERVICES APRIL 2024	0001169391	03/14/24	23,413.36	35129
			Total For Check 35129			<u>23,413.36</u>	
Check 35130							
601-49400-50300	02/16/24	MN DEPARTMENT OF HEALTH	WATER CONNECTION 01/01/24-03/31/24	1Q 2024	03/14/24	2,754.00	35130
			Total For Check 35130			<u>2,754.00</u>	
Check 35131							
100-42100-50300	02/09/24	CITY OF MONTICELLO	ANIMAL CONTROL CHARGES	0030466	03/14/24	290.00	35131
			Total For Check 35131			<u>290.00</u>	
Check 35132							
100-42100-50220	02/13/24	NAPA AUTO PARTS - Corcoran	BATTERY	521833	03/14/24	151.78	35132
100-45200-50210	02/21/24	NAPA AUTO PARTS - Corcoran	FUEL LINE HOSE	523030	03/14/24	12.95	35132
100-45200-50210	02/26/24	NAPA AUTO PARTS - Corcoran	SLIDE TERMINAL	523733	03/14/24	3.69	35132
			Total For Check 35132			<u>168.42</u>	
Check 35133							
100-00000-21710	03/04/24	NATALIE DAVIS MCKEOWN	DEPENDENT CARE REIMBURSEMENT	03.04.2024	03/14/24	384.62	35133
			Total For Check 35133			<u>384.62</u>	
Check 35134							
411-43100-50520	02/27/24	NORTH SECOND STREET STEEL	REBAR	552306	03/14/24	2,700.00	35134
			Total For Check 35134			<u>2,700.00</u>	
Check 35135							
100-45200-50530	01/01/24	NW TRAILS ASSOCIATION	2024 2ND BENCHMARK	2024 - 2	03/14/24	11,430.01	35135
			Total For Check 35135			<u>11,430.01</u>	
Check 35136							
408-00000-20610	02/27/24	PARK CONSTRUCTION COMPANIES	MASS GRADING & STORMWATER CITY CEN	PAY 5	03/14/24	50,333.66	35136
			Total For Check 35136			<u>50,333.66</u>	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 35137							
100-41900-50413	02/12/24	QUADIENT LEASING USA INC	FOLDER INSERTER LEASE 03/15/24-06/	Q1198902	03/14/24	142.02	35137
601-49400-50413	02/12/24	QUADIENT LEASING USA INC	FOLDER INSERTER LEASE 03/15/24-06/	Q1198902	03/14/24	141.98	35137
602-49450-50413	02/12/24	QUADIENT LEASING USA INC	FOLDER INSERTER LEASE 03/15/24-06/	Q1198902	03/14/24	141.97	35137
Total For Check 35137						425.97	
Check 35138							
100-00000-22205-011	03/08/24	RACHEL DEVELOPMENT INC	SURETY CASH RELEASE	03082024	03/14/24	139,596.61	35138
Total For Check 35138						139,596.61	
Check 35139							
100-41600-50300	02/01/24	RATWIK, ROSZAK & MALONEY, P.	LEGAL FEES	02012024	03/14/24	4,516.70	35139
Total For Check 35139						4,516.70	
Check 35140							
100-43201-50300	02/29/24	REPUBLIC SERVICES	CITY RECYCLING JANUARY 2024	0894-006593164	03/14/24	919.23	35140
Total For Check 35140						919.23	
Check 35141							
601-00000-16500	03/04/24	RICE LAKE CONSTRUCTION GROUP	NE WATER SUPPLY - WATER TREATMENT	227704426 PAY 1	03/14/24	744,500.00	35141
601-00000-20610	03/04/24	RICE LAKE CONSTRUCTION GROUP	NE WATER SUPPLY - WATER TREATMENT	227704426 PAY 1	03/14/24	(37,225.00)	35141
Total For Check 35141						707,275.00	
Check 35142							
100-41500-50433	03/01/24	SHRM	2024 MEMBERSHIP DUES - BARNHART	2024	03/14/24	244.00	35142
Total For Check 35142						244.00	
Check 35143							
100-43100-50226	02/13/24	SIGN SOLUTIONS USA	CONSTRUCTION SIGNS - ROAD WORK AHE	410307	03/14/24	1,155.75	35143
Total For Check 35143						1,155.75	
Check 35144							
416-42100-50210	02/13/24	SOUTH LAKE MINNETONKA PD	COST SHARING RMS - CONSULTING SERV	02-13-24	03/14/24	13.46	35144
Total For Check 35144						13.46	
Check 35145							
416-42100-50210	02/13/24	SOUTH LAKE MINNETONKA POLICE	RMS COST SHARING - 2023 CONSULTING	02132024	03/14/24	138.94	35145
Total For Check 35145						138.94	
Check 35146							
416-42100-50210	02/21/24	SOUTH LAKE MINNETONKA POLICE	COST SHARING RMS - LEGAL FEES	02.21.24	03/14/24	192.35	35146
Total For Check 35146						192.35	
Check 35147							
416-42100-50210	02/13/24	SOUTH LAKE MINNETONKA POLICE	COST SHARING RMS - CONSULTING SERV	02.13.2024	03/14/24	38.46	35147
Total For Check 35147						38.46	
Check 35148							
100-00000-21709	02/15/24	STANDARD INSURANCE COMPANY	MARCH 2024 LIFE INSURANCE PREMIUMS	03-2024	03/14/24	1,981.75	35148
Total For Check 35148						1,981.75	
Check 35149							
100-42100-50207	02/14/24	STREICHER'S POLICE EQUIPMENT	PRACTICE AMMUNITION	I1682052	03/14/24	876.00	35149
100-42100-50417	02/15/24	STREICHER'S POLICE EQUIPMENT	OPTICS ADAPTER	I1682574	03/14/24	76.95	35149
100-42100-50417	02/28/24	STREICHER'S POLICE EQUIPMENT	FIREARM OPTIC	I1685175	03/14/24	399.99	35149
Total For Check 35149						1,352.94	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 35150 100-42100-50210	02/13/24	STRYKER SALES, LLC	DEFIBRILLATION ELECTRODES	9205592978	03/14/24	542.88	35150
			Total For Check 35150			542.88	
Check 35151 100-43100-50220	02/19/24	SWANSTON EQUIP CORP.	PACKER	P99488	03/14/24	3,193.66	35151
			Total For Check 35151			3,193.66	
Check 35152 100-43100-50321	02/21/24	T-MOBILE	CELL SERVICES 01/21/24-2-20-24	02.21.2024	03/14/24	2.82	35152
			Total For Check 35152			2.82	
Check 35153 100-00000-21707	03/01/24	TEAMSTER LOCAL 320	UNION DUES/TLDF MARCH 2024	03-2024	03/14/24	400.68	35153
			Total For Check 35153			400.68	
Check 35154 100-45200-50210	02/15/24	TERMINAL SUPPLY CO	RIVET/SPLIT LOCK WASHERS/BATTERY T	15683-00	03/14/24	1,226.19	35154
			Total For Check 35154			1,226.19	
Check 35155 100-42100-50417	02/01/24	TIDE CLEANERS	PD UNIFORM DRY CLEANING JANUARY 20	01-2024	03/14/24	364.69	35155
			Total For Check 35155			364.69	
Check 35156 100-43100-50210	02/21/24	TOLL GAS AND WELDING SUPPLY	ANCHOR TWIN HOSE	10553596	03/14/24	66.77	35156
			Total For Check 35156			66.77	
Check 35157 100-41900-50401	02/29/24	ULTIMATE CLEANERS LLC	CITY HALL & PD CLEANING	24022900	03/14/24	720.00	35157
			Total For Check 35157			720.00	
Check 35158 100-00000-15500	02/21/24	CREDIT CARD PURCHASES	TREE GIVEAWAY - WRIGHT SWCD	02222024	03/14/24	1,040.00	35158
100-41130-50325	10/29/23	CANVAS SOLUTIONS INC	COMMUNICATION SUBSCRIPTION	03953-32494780	03/14/24	72.70	35158
100-41320-50210	11/02/23	CREDIT CARD PURCHASES	CITY ADMINISTRATOR INTERVIEW LUNCH	0088	03/14/24	13.05	35158
100-41320-50210	11/02/23	CREDIT CARD PURCHASES	CITY ADMINISTRATOR INTERVIEW LUNCH	084674	03/14/24	52.50	35158
100-41410-50210	03/05/24	CREDIT CARD PURCHASES	ELECTION MEALS	117394031	03/14/24	161.16	35158
100-41410-50210	03/05/24	CREDIT CARD PURCHASES	ELECTION MEALS	805055	03/14/24	83.65	35158
100-41410-50210	03/05/24	CREDIT CARD PURCHASES	ELECTION MEALS	805049	03/14/24	175.66	35158
100-41410-50210	03/05/24	CREDIT CARD PURCHASES	ELECTION MEALS	387963398	03/14/24	90.34	35158
100-41410-50210	03/03/24	CREDIT CARD PURCHASES	ELECTION SUPPLIES	053334	03/14/24	83.86	35158
100-41410-50210	03/02/24	CREDIT CARD PURCHASES	ELECTION JUDGES SUPPLIES	102000658094365	03/14/24	17.68	35158
100-41410-50210	03/04/24	CREDIT CARD PURCHASES	ELECTION JUDGES LUNCH	1067027253	03/14/24	64.43	35158
100-41410-50210	02/20/24	INTAB LLC	ELELCTION TABULATOR ROLLS	2684676	03/14/24	237.02	35158
100-41500-50207	03/02/24	GOVERNMENT FINANCE OFFICERS	GFOA TRAINING RENEWAL - PETERSON	790870	03/14/24	600.00	35158
100-41500-50433	02/16/24	MNGFOA	MNGFOA ANNUAL MEMBERSHIP - BARNHAR	16914	03/14/24	70.00	35158
100-41900-50210	12/19/23	CREDIT CARD PURCHASES	EMPLOYEE RECOGNITION EVENT SUPPLIE	092605	03/14/24	32.58	35158
100-41900-50210	12/19/23	CREDIT CARD PURCHASES	EMPLOYEE RECOGNITION EVENT SUPPLIE	121923	03/14/24	37.75	35158
100-41900-50430	02/16/24	CREDIT CARD PURCHASES	ENTRANCE PERMIT FOR CITY PARK DRIV	024357	03/14/24	135.00	35158
100-41910-50207	02/21/24	CREDIT CARD PURCHASES	2024 NATIONAL PLANNING CONFERENCE	8179802	03/14/24	920.00	35158
100-41920-50210	09/26/23	CREDIT CARD PURCHASES	APPLE - DEVICE STORAGE PLAN 8/26/2	MZA1M170	03/14/24	37.06	35158
100-41920-50210	10/26/23	CREDIT CARD PURCHASES	APPLE - DEVICE STORAGE PLAN 9/26/2	MZA204H2	03/14/24	35.88	35158
100-41920-50210	11/26/23	CREDIT CARD PURCHASES	APPLE - DEVICE STORAGE PLAN 10/26/	MZA22B78	03/14/24	35.88	35158
100-41920-50210	12/26/23	CREDIT CARD PURCHASES	APPLE - DEVICE STORAGE PLAN 11/26/	MZA24LDN	03/14/24	41.73	35158
100-41920-50210	02/26/24	CREDIT CARD PURCHASES	APPLE - DEVICE MANAGEMENT	MZA29NG5	03/14/24	50.83	35158

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 35158							
100-42100-50200	02/04/24	CREDIT CARD PURCHASES	QR CODE GENERATOR SUBSCRIPTION	242024	03/14/24	163.07	35158
100-42100-50207	10/23/23	BCA TRAINING	BCA TRAINING - LAWSON	29648	03/14/24	200.00	35158
100-42100-50207	02/13/24	CREDIT CARD PURCHASES	RANGE FEES	0588750-IN	03/14/24	547.40	35158
100-42100-50207	02/13/24	CREDIT CARD PURCHASES	IACP CONFERENCE TRAVEL - GOTTSCHAL	159703	03/14/24	496.20	35158
100-42100-50210	02/08/24	CREDIT CARD PURCHASES	HY-VEE - SUPPLIES FOR POLICE EVENT	0098	03/14/24	49.42	35158
100-42100-50210	10/17/23	CREDIT CARD PURCHASES	MPLS CHARGE	979443	03/14/24	2.00	35158
100-42100-50212	12/06/23	CREDIT CARD PURCHASES	CASEY'S - FUEL	013880	03/14/24	29.51	35158
100-42100-50300	02/19/24	CREDIT CARD PURCHASES	LEGAL DEFENSE FUND - EKENBERG	02192024	03/14/24	206.28	35158
100-42100-50300	03/01/24	TRANSUNION RISK & ALTERNATIV	PD INVESTIGATIONS FEBRUARY 2024	3609221-202402-	03/14/24	75.00	35158
100-42100-50433	01/25/24	CREDIT CARD PURCHASES	MAPET - MEMBERSHIP RENEWAL	25012024	03/14/24	35.00	35158
100-42400-50207	02/16/24	MN DEPT OF LABOR & INDUSTRY	CERTIFIED BUILDING OFFICIAL EDUCAT	IMS3963611	03/14/24	85.00	35158
100-43100-50207	02/12/24	CREDIT CARD PURCHASES	TRAINING MEAL	035345	03/14/24	91.85	35158
100-43125-50210	02/08/24	CREDIT CARD PURCHASES	TRAINING MEAL	025811	03/14/24	103.71	35158
204-42100-50210	03/01/24	ALTA	FIREARM SAFETY AWARDS	18015	03/14/24	139.00	35158
207-42100-50210	01/31/24	CREDIT CARD PURCHASES	EVENTCREATE SUBSCRIPTION	01312024	03/14/24	288.00	35158
207-42100-50210	02/25/24	CREDIT CARD PURCHASES	COFFEE FOR TRUCK SAFETY CLASS	1096567448	03/14/24	75.97	35158
207-42100-50210	02/27/24	CREDIT CARD PURCHASES	TRUCK SAFETY WATER	090416	03/14/24	252.00	35158
207-42100-50210	02/26/24	CREDIT CARD PURCHASES	TRUCK SAFETY FOOD	2.26.24	03/14/24	429.26	35158
416-43100-50580	02/27/24	CREDIT CARD PURCHASES	HYDRAULIC PUMP	R260844	03/14/24	4,189.69	35158
						<u>11,547.12</u>	
Total For Check 35158							
Check 35159							
100-41920-50210	02/16/24	US BANKCORP EQUIPMENT FINANC	COPIER LEASE	522814920	03/14/24	20.10	35159
						<u>20.10</u>	
Total For Check 35159							
Check 35160							
100-43121-50224	02/15/24	WHITE CAP	SALT GUARD	50025503933	03/14/24	300.00	35160
						<u>300.00</u>	
Total For Check 35160							
Check 35161							
100-00000-22205	02/09/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031108726	03/14/24	339.78	35161
100-00000-22205-007	02/09/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031108726	03/14/24	278.87	35161
100-00000-22205-056	02/09/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031108726	03/14/24	825.09	35161
100-00000-22205-065	02/09/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031108726	03/14/24	1,176.57	35161
100-00000-22205-087	02/09/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031108726	03/14/24	628.53	35161
100-00000-22205-098	02/09/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031108726	03/14/24	218.19	35161
100-00000-22205-132	02/09/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031108726	03/14/24	96.60	35161
100-41900-50381	02/09/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031108726	03/14/24	2,853.46	35161
100-42151-50381	02/09/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031108726	03/14/24	60.95	35161
100-43100-50381	02/09/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031108726	03/14/24	206.80	35161
100-45200-50381	02/09/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031108726	03/14/24	200.94	35161
601-49400-50380	02/09/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031108726	03/14/24	74.97	35161
602-49450-50380	02/09/24	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35031108726	03/14/24	373.51	35161
						<u>7,334.26</u>	
Total For Check 35161							
Check 35162							
100-43100-50381	02/26/24	XCEL ENERGY	PW BUILDING ELECTRICITY	866452057	03/14/24	185.82	35162
						<u>185.82</u>	
Total For Check 35162							

User: jpeterson

EXP CHECK RUN DATES 02/23/2024 - 03/14/2024

DB: Corcoran

JOURNALIZED

PAID - CHECK TYPE: PAPER CHECK

CHECK REGISTER - COUNCIL

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount Check
Fund Totals:						
			Fund 100 GENERAL FUND			413,033.74
			Fund 204 FIREARMS SAFETY			139.00
			Fund 207 TRUCK SAFETY			3,598.95
			Fund 408 PAVEMENT MANAGEMENT			50,333.66
			Fund 411 PUBLIC WORKS FACILITY			2,700.00
			Fund 416 CAPITAL-EQUIPMENT CERTS			4,572.90
			Fund 419 HACKAMORE UPGRADE (LENNAR)			145.00
			Fund 601 WATER			712,993.12
			Fund 602 SEWER			23,983.51
			Total For All Funds:			<u>1,211,499.88</u>

## STAFF REPORT

Agenda Item: 7d.

<b>Council Meeting:</b> March 14, 2024	<b>Prepared By:</b> Michelle Friedrich
<b>Topic:</b> 2024 PNP Election Results	<b>Action Required:</b> Informational Only

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### Summary

The State Canvassing Board will meet to certify the official results report for Minnesota for the March 5, 2024 Presidential Nomination Primary, at 2:00pm, on March 12, 2024.

This State Canvassing Board will consist of:

- Steve Simon, Secretary of State
- G. Barry Anderson, Associate Justice, Minnesota Supreme Court
- Margaret H. Chutich, Associate Justice, Minnesota Supreme Court
- Laura Nelson, Judge, Second Judicial District Court
- Reynaldo Aligada, Judge, Second Judicial District Court

### Financial/Budget

NA

### Options

NA

### Recommendation

NA

### Council Action

NA

### Attachments

1. Unofficial results P1, P2, and P3 for March 5, 2024 Presidential Nomination Primary 2024.





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**Unofficial Results Tuesday, March 5, 2024**

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**Precincts Reporting of Selected Precincts: 100% 3 of 3**

**Last Updated: 03/08/24 10:17 AM**

**Voters Registered at 7AM: 5,134**

Results for Selected Precincts in Hennepin County

CORCORAN P-01

**U.S. Presidential Nominee**

**4100 precincts in contest. 1 of 1 precincts reported.**

Republican	Candidate	Totals	Percent
	Donald J. Trump	166	79.05%
	Vivek Ramaswamy	1	0.48%
	Ron DeSantis	2	0.95%
	Nikki Haley	40	19.05%
	Chris Christie	0	0.00%
	Write-In	1	0.48%
Democratic-Farmer-Labor	Candidate	Totals	Percent
	Jason Palmer	0	0.00%
	Joseph R Biden Jr	39	72.22%

<b>Democratic-Farmer-Labor</b>	<b>Candidate</b>	<b>Totals</b>	<b>Percent</b>
	Eban Cambridge	0	0.00%
	Uncommitted	4	7.41%
	Marianne Williamson	0	0.00%
	Dean Phillips	11	20.37%
	Frankie Lozada	0	0.00%
	Gabriel Cornejo	0	0.00%
	Cenk Uygur	0	0.00%
	Armando "Mando" Perez-Serrato	0	0.00%
	Write-In	0	0.00%

<b>Legal Marijuana Now</b>	<b>Candidate</b>	<b>Totals</b>	<b>Percent</b>
	Vermin Supreme	0	0.00%
	Krystal Gabel	0	0.00%
	Dennis Schuller	1	100.00%
	Edward Forchion	0	0.00%
	Rudy Reyes	0	0.00%
	Write-In	0	0.00%

## CORCORAN P-02

## U.S. Presidential Nominee

4100 precincts in contest. 1 of 1 precincts reported.

Republican	Candidate	Totals	Percent
	Donald J. Trump	120	56.07%
	Vivek Ramaswamy	0	0.00%
	Ron DeSantis	1	0.47%
	Nikki Haley	92	42.99%
	Chris Christie	1	0.47%
	Write-In	0	0.00%
Democratic-Farmer-Labor	Candidate	Totals	Percent
	Jason Palmer	0	0.00%
	Joseph R Biden Jr	80	72.73%
	Eban Cambridge	0	0.00%
	Uncommitted	7	6.36%
	Marianne Williamson	1	0.91%
	Dean Phillips	20	18.18%
	Frankie Lozada	0	0.00%
	Gabriel Cornejo	1	0.91%
	Cenk Uygur	0	0.00%

<b>Democratic-Farmer-Labor</b>	<b>Candidate</b>	<b>Totals</b>	<b>Percent</b>
	Armando "Mando" Perez-Serrato	0	0.00%

	Write-In	1	0.91%
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<b>Legal Marijuana Now</b>	<b>Candidate</b>	<b>Totals</b>	<b>Percent</b>
	Vermin Supreme	0	0.00%
	Krystal Gabel	0	0.00%
	Dennis Schuller	0	0.00%
	Edward Forchion	0	0.00%
	Rudy Reyes	0	0.00%
	Write-In	0	0.00%

## CORCORAN P-03

## U.S. Presidential Nominee

4100 precincts in contest. 1 of 1 precincts reported.

<b>Republican</b>	<b>Candidate</b>	<b>Totals</b>	<b>Percent</b>
	Donald J. Trump	94	63.51%
	Vivek Ramaswamy	1	0.68%
	Ron DeSantis	0	0.00%
	Nikki Haley	53	35.81%
	Chris Christie	0	0.00%

<b>Republican</b>	<b>Candidate</b>	<b>Totals</b>	<b>Percent</b>
	Write-In	0	0.00%
<b>Democratic-Farmer-Labor</b>	<b>Candidate</b>	<b>Totals</b>	<b>Percent</b>
	Jason Palmer	0	0.00%
	Joseph R Biden Jr	36	55.38%
	Eban Cambridge	0	0.00%
	Uncommitted	11	16.92%
	Marianne Williamson	0	0.00%
	Dean Phillips	15	23.08%
	Frankie Lozada	0	0.00%
	Gabriel Cornejo	0	0.00%
	Cenk Uygur	0	0.00%
	Armando "Mando" Perez-Serrato	0	0.00%
	Write-In	3	4.62%
<b>Legal Marijuana Now</b>	<b>Candidate</b>	<b>Totals</b>	<b>Percent</b>
	Vermin Supreme	0	0.00%
	Krystal Gabel	0	0.00%
	Dennis Schuller	0	0.00%

Legal Marijuana Now	Candidate	Totals	Percent
	Edward Forchion	0	0.00%
	Rudy Reyes	0	0.00%
	Write-In	0	0.00%

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**Unofficial Results Tuesday, March 5, 2024**

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**Precincts Reporting of Selected Precincts: 100% 3 of 3**

**Last Updated: 03/08/24 10:17 AM**

**Voters Registered at 7AM: 5,134**

Results for Selected Precincts in Hennepin County

CORCORAN P-01

**U.S. Presidential Nominee**

**4100 precincts in contest. 1 of 1 precincts reported.**

Republican	Candidate	Totals	Percent
	Donald J. Trump	166	79.05%
	Vivek Ramaswamy	1	0.48%
	Ron DeSantis	2	0.95%
	Nikki Haley	40	19.05%
	Chris Christie	0	0.00%
	Write-In	1	0.48%
Democratic-Farmer-Labor	Candidate	Totals	Percent
	Jason Palmer	0	0.00%
	Joseph R Biden Jr	39	72.22%

<b>Democratic-Farmer-Labor</b>	<b>Candidate</b>	<b>Totals</b>	<b>Percent</b>
	Eban Cambridge	0	0.00%
	Uncommitted	4	7.41%
	Marianne Williamson	0	0.00%
	Dean Phillips	11	20.37%
	Frankie Lozada	0	0.00%
	Gabriel Cornejo	0	0.00%
	Cenk Uygur	0	0.00%
	Armando "Mando" Perez-Serrato	0	0.00%
	Write-In	0	0.00%

<b>Legal Marijuana Now</b>	<b>Candidate</b>	<b>Totals</b>	<b>Percent</b>
	Vermin Supreme	0	0.00%
	Krystal Gabel	0	0.00%
	Dennis Schuller	1	100.00%
	Edward Forchion	0	0.00%
	Rudy Reyes	0	0.00%
	Write-In	0	0.00%



## CORCORAN P-02

## U.S. Presidential Nominee

4100 precincts in contest. 1 of 1 precincts reported.

Republican	Candidate	Totals	Percent
	Donald J. Trump	120	56.07%
	Vivek Ramaswamy	0	0.00%
	Ron DeSantis	1	0.47%
	Nikki Haley	92	42.99%
	Chris Christie	1	0.47%
	Write-In	0	0.00%
Democratic-Farmer-Labor	Candidate	Totals	Percent
	Jason Palmer	0	0.00%
	Joseph R Biden Jr	80	72.73%
	Eban Cambridge	0	0.00%
	Uncommitted	7	6.36%
	Marianne Williamson	1	0.91%
	Dean Phillips	20	18.18%
	Frankie Lozada	0	0.00%
	Gabriel Cornejo	1	0.91%
	Cenk Uygur	0	0.00%

<b>Democratic-Farmer-Labor</b>	<b>Candidate</b>	<b>Totals</b>	<b>Percent</b>
	Armando "Mando" Perez-Serrato	0	0.00%

	Write-In	1	0.91%
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<b>Legal Marijuana Now</b>	<b>Candidate</b>	<b>Totals</b>	<b>Percent</b>
	Vermin Supreme	0	0.00%
	Krystal Gabel	0	0.00%
	Dennis Schuller	0	0.00%
	Edward Forchion	0	0.00%
	Rudy Reyes	0	0.00%
	Write-In	0	0.00%

## CORCORAN P-03

## U.S. Presidential Nominee

4100 precincts in contest. 1 of 1 precincts reported.

<b>Republican</b>	<b>Candidate</b>	<b>Totals</b>	<b>Percent</b>
	Donald J. Trump	94	63.51%
	Vivek Ramaswamy	1	0.68%
	Ron DeSantis	0	0.00%
	Nikki Haley	53	35.81%
	Chris Christie	0	0.00%

<b>Republican</b>	<b>Candidate</b>	<b>Totals</b>	<b>Percent</b>
	Write-In	0	0.00%
<b>Democratic-Farmer-Labor</b>	<b>Candidate</b>	<b>Totals</b>	<b>Percent</b>
	Jason Palmer	0	0.00%
	Joseph R Biden Jr	36	55.38%
	Eban Cambridge	0	0.00%
	Uncommitted	11	16.92%
	Marianne Williamson	0	0.00%
	Dean Phillips	15	23.08%
	Frankie Lozada	0	0.00%
	Gabriel Cornejo	0	0.00%
	Cenk Uygur	0	0.00%
	Armando "Mando" Perez-Serrato	0	0.00%
	Write-In	3	4.62%
<b>Legal Marijuana Now</b>	<b>Candidate</b>	<b>Totals</b>	<b>Percent</b>
	Vermin Supreme	0	0.00%
	Krystal Gabel	0	0.00%
	Dennis Schuller	0	0.00%

Legal Marijuana Now	Candidate	Totals	Percent
	Edward Forchion	0	0.00%
	Rudy Reyes	0	0.00%
	Write-In	0	0.00%

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## STAFF REPORT

Agenda Item: 7e.

<b>Council Meeting</b> March 14, 2024	<b>Prepared By</b> Mike Pritchard
<b>Topic</b> Construction Agreement – 7200 Willow Dr.	<b>Action Required</b> Approval of Agreement

---

### Summary

Eric and Alysha Kvam own the property at 7200 Willow Drive, Corcoran, MN. The existing home is habitable and currently occupied by the Kvams, however, they would like to construct a new home and demolish the existing home. The property owners have requested the City to draft an agreement allowing them to reside in their existing home while building their new home. The City will require an escrow in the amount of \$10,000 prior to execution of the agreement. The City Attorney has drafted the Construction Agreement (see attached) for your review and approval. The home is to be constructed and have a Certificate of Occupancy issued in 2024; the existing home will then be burned and utilized for training by West Suburban Fire and will be razed and removed no later than June 30, 2025.

### Financial/Budget

There will be a \$10,000 escrow in place. Staff do not foresee any financial impacts to the City.

### Recommendation

Staff recommend approving the *Construction Agreement* as presented.

### Council Action

1. Approve the *Construction Agreement* as presented.
2. Decline approval of the *Construction Agreement* as presented.
3. Amend the *Construction Agreement* as presented and approve the amended agreement.

### Attachments

1. Construction Agreement
2. Survey

## **CONSTRUCTION AGREEMENT**

This Construction Agreement (this "Agreement") is entered into between the City of Corcoran ("City") and Eric Kvam and Alysha Kvam, husband and wife, 7200 Willow Drive, Corcoran, Minnesota ("Kvams"). The City and Kvams are sometimes collectively referred to herein as the "parties" or each a "party". This Agreement shall be effective upon full execution by all parties hereto.

### **RECITALS**

**WHEREAS**, Kvams have applied to the City for permission to build a new home structure on the following described property:

Property address: 7200 Willow Drive  
PID #: 28-119-23-41-0002

Legal Description: The North 1/2 of the South 1/2 of the Northeast 1/4 of the Southeast 1/4 of Section Twenty-eight (28), Township One Hundred Nineteen (119) North, Range Twenty-three (23) West of the 5th Principal Meridian, according to the United States Government Survey thereof, subject to rights acquired for public road over the Westerly 33 feet thereof and together with and subject to an easement for roadway over the Easterly 33 feet thereof.

(the "Property"); and

**WHEREAS**, an existing single family home exists on the Property; and

**WHEREAS**, the Corcoran City Code does not permit multiple single family homes to be constructed to permanently occupy the same parcel of land within the City, however, the parties desire to enter into this Agreement to facilitate the reasonable replacement of an existing home with a new home; and

**WHEREAS**, Kvams have requested that the City permit them to live in the existing home on the Property during the construction of their new home on the Property and have further requested that the City grant them adequate time to remove the existing home structure; and

**WHEREAS**, Kvams have deposited \$10,000 in escrow to cover City expenses incurred in preparing this Agreement and administering this process and Agreement; further, the escrow funds may be used by the City in the event the City is required to enforce this Agreement.

**NOW, THEREFORE**, the parties hereto agree as follows:

- (1) Subject to all applicable permitting, federal, state, and local requirements, the City hereby grants permission to Kvams to construct a new single family dwelling unit on the Property while at the same time remaining and residing in the existing home on the Property.
- (2) Kvams agree to complete construction and obtain a Certificate of Occupancy for the new homestead in the calendar year 2024, and further agree to raze and remove the currently existing home on the Property no later than June 30, 2025.
- (3) Kvams hereby agree that, in the event of non-compliance with the terms of this Agreement, the City may enter upon the Property and complete any work necessary to make the conditions on the Property compliance with City Code and all federal, state and local regulations. This right of entry shall be exercised exclusively in the City's discretion and nothing in this Agreement shall be interpreted to impose a duty to enter and correct on the City.
- (4) Kvams agree that, should the City be forced to seek enforcement of this Agreement, that Kvams will reimburse the City for all costs, expenses and liabilities the City incurs, including reasonable attorneys' fees, associated with said enforcement.
- (5) The \$10,000 escrow provided by Kvams will be used to reimburse the City for the costs associated with preparing this Agreement and for all costs associated with administering, overseeing, and enforcing this Agreement; any unused amounts remaining at the completion of the new home construction project will be returned to Kvams. In the event the City's costs exceed \$10,000, the City shall invoice Kvams for that overage and Kvams shall pay the invoice within thirty (30) days. Should Kvams fail to timely pay an escrow overage invoice, the City shall be empowered to assess, without further notice, the balance owed to the Property and Kvams hereby waive, on behalf of themselves and their heirs, successors and assigns, any right to appeal or challenge said assessment.
- (6) Kvams hereby represent and warranty that they are the owners of the Property and maintain the unencumbered right to comply with all terms of this Agreement.
- (7) The parties agree that this Agreement shall run with the Property and shall bind each party's heirs, successors, and assigns.

*Signatures on following pages*

OWNERS:

Dated: \_\_\_\_\_

\_\_\_\_\_  
Eric Kvam

Dated: \_\_\_\_\_

\_\_\_\_\_  
Alysha Kvam

STATE OF MINNESOTA     )  
  ) ss.  
COUNTY OF \_\_\_\_\_ )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by Eric Kvam and Alysha Kvam, husband and wife, as their own free act and deed.

DRAFT



CITY OF CORCORAN:

Date \_\_\_\_\_

\_\_\_\_\_  
Tom McKee, its Mayor

Date \_\_\_\_\_

\_\_\_\_\_  
Michelle Friedrich, its City Clerk

STATE OF MINNESOTA     )  
  ) ss.  
COUNTY OF HENNEPIN    )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by Tom McKee, the Mayor and Michelle Friedrich, the City Clerk of the City of Corcoran, a municipal corporation under the laws of Minnesota, on behalf of said municipal corporation.

\_\_\_\_\_  
Notary Public

THIS INSTRUMENT WAS DRAFTED BY:

City of Corcoran  
8200 County Road 116  
Corcoran, MN 55430

**LEGAL DESCRIPTION:**

The North 1/2 of the South 1/2 of the Northeast 1/4 of the Southeast 1/4 of Section Twenty-eight (28), Township One Hundred Nineteen (119) North, Range Twenty-three (23) West of the 5th Principal Meridian, according to the United States Government Survey thereof, subject to rights acquired for public road over the Westerly 33 feet thereof and together with and subject to an easement for roadway over the Easterly 33 feet thereof.

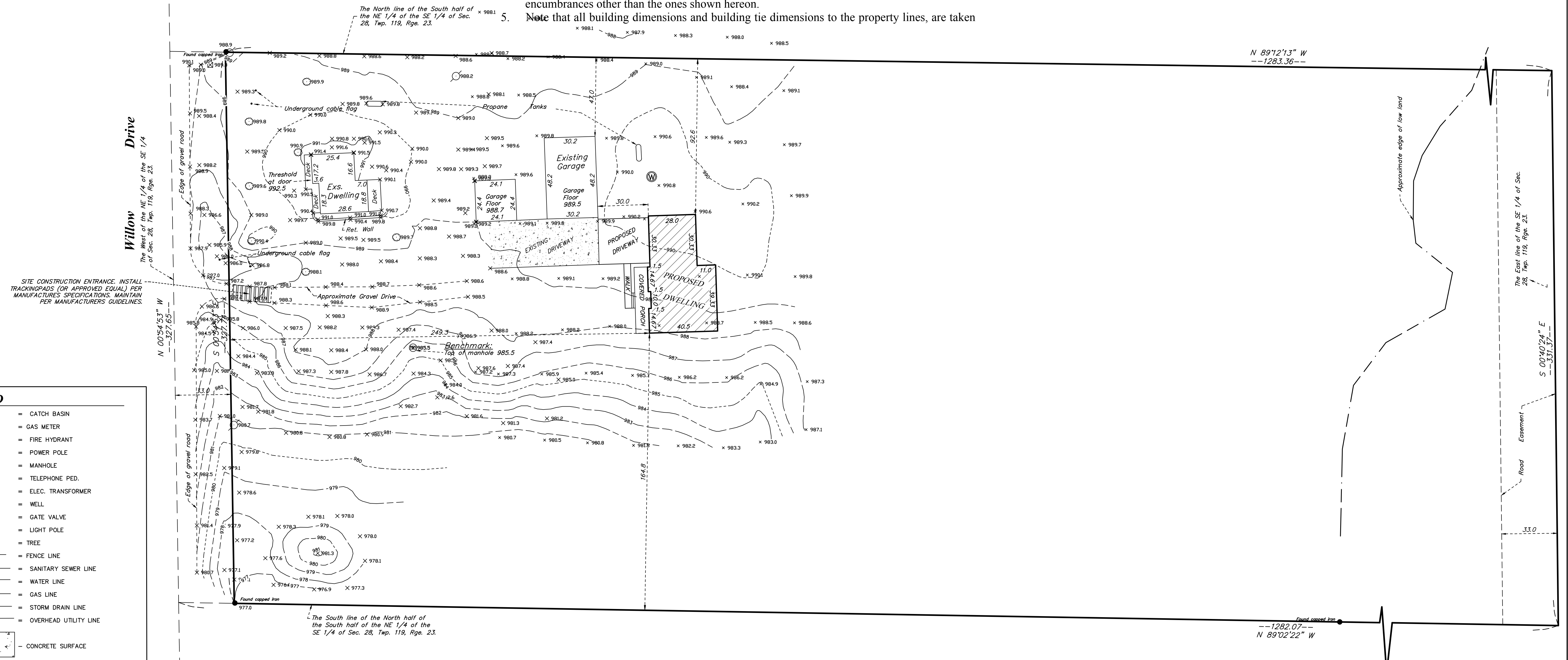
**SCOPE OF WORK & LIMITATIONS:**

1. Showing the length and direction of boundary lines of the legal description listed above. The scope of our services does not include determining what you own, which is a legal matter. Please check the legal description with your records or consult with competent legal counsel, if necessary, to make sure that it is correct and that any matters of record, such as easements, that you wish to be included on the survey have been shown.
2. Showing the location of observed existing improvements we deem necessary for the survey.
3. Setting survey markers or verifying existing survey markers to establish the corners of the property.
4. This survey has been completed without the benefit of a current title commitment. There may be existing easements or other encumbrances that would be revealed by a current title commitment. Therefore, this survey does not purport to show any easements or encumbrances other than the ones shown hereon.
5. Note that all building dimensions and building tie dimensions to the property lines, are taken from the siding and or stucco of the building.

6. Showing elevations on the site at selected locations to give some indication of the topography of the site. We have also provided a benchmark for your use in determining elevations for construction on this site. The elevations shown relate only to the benchmark provided on this survey. Use that benchmark and check at least one other feature shown on the survey when determining other elevations for use on this site or before beginning construction.
7. It should be noted that this survey was done under snow and ice conditions and that all improvements may or may not have been shown correctly. While we did our best to locate all improvements under the snow and ice, we can't be sure that all improvements were shown. Please look over the survey to be sure everything you need shown is shown correctly.

**STANDARD SYMBOLS & CONVENTIONS:**

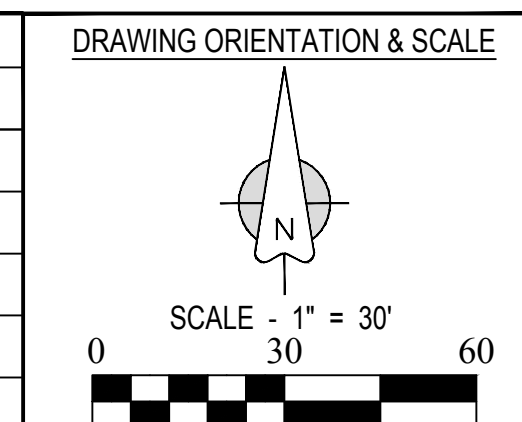
"●" Denotes iron survey marker, set, unless otherwise noted.



**LEGEND**

	= CATCH BASIN
	= GAS METER
	= FIRE HYDRANT
	= POWER POLE
	= MANHOLE
	= TELEPHONE PED.
	= ELEC. TRANSFORMER
	= WELL
	= GATE VALVE
	= LIGHT POLE
	= TREE
	= FENCE LINE
	= SANITARY SEWER LINE
	= WATER LINE
	= GAS LINE
	= STORM DRAIN LINE
	= OVERHEAD UTILITY LINE
	= CONCRETE SURFACE

DATE	REVISION	DESCRIPTION



**CLIENT NAME / JOB ADDRESS**

**ERIK KVAM**  
 7200 WILLOW DRIVE  
 HAMEL, MN

**Advance**  
 Surveying & Engineering, Co.  
 17917 Highway 7  
 Minnetonka, Minnesota 55345  
 Phone (952) 474-7964  
 Web: www.advsur.com

**DRAFT COPY**

**SHEET SIZE 22 X 34**  
**SHEET NO. S1**  
 SHEET 1 OF 1

# STAFF REPORT

# Agenda Item: 7f.

<b>City Council Meeting:</b> March 14, 2024	<b>Prepared By:</b> Natalie Davis McKeown
<b>Topic:</b> Kvam CUP Minor Amendment (PID 28-119-23-41-0002) (City File No. 24-009)	<b>Action Required:</b> Approval

## 1. Application Request

Eric Kvam, the applicant, requests approval of a conditional use permit (CUP) amendment that previously allowed for a garage with a sidewall height of 14' in the rear yard to now be allowed in the front yard for his property at 7200 Willow Drive.

## 2. Background

The City approved a CUP in 1991 that allowed the subject structure to be constructed with a sidewall height of 14'. The structure is currently located in the rear yard.

The applicant is in the process of replacing the existing single-family home on the site with a newly constructed home further back on the property. This will make the existing accessory structures located in the front yard per the definition of front yard in the Zoning Ordinance. Accessory structures are allowed to be located in the front yard in the Rural Residential zoning district; however, structures with a sidewall height of more than 10' require a CUP. The CUP previously approved was for a structure located in the rear yard, so a minor CUP amendment is required to specifically allow the structure's changed location in the front yard.

## 3. Context

### *Zoning and Land Use*

The proposed property is 9.7 acres, guided for Rural/Ag Residential, and zoned Rural Residential (RR). The property has an existing single-family home with two detached accessory structures. The property is outside of the Metropolitan Urban Service Area (MUSA).

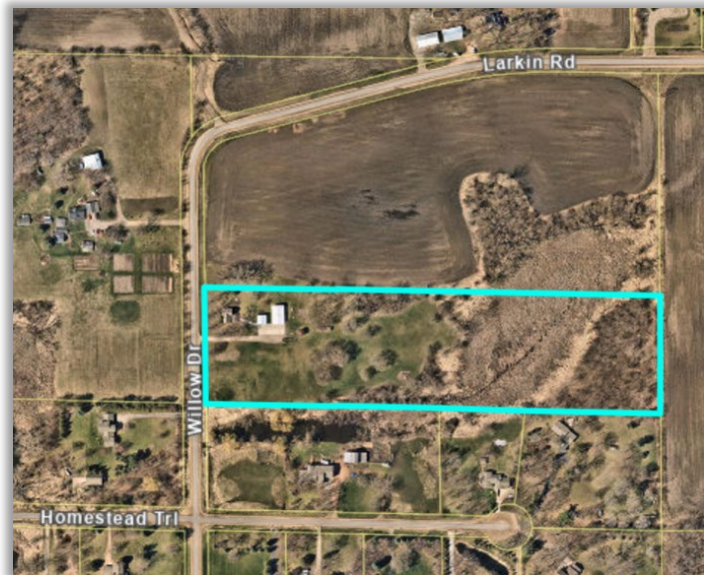


Figure 1 Site Location

*Surrounding Properties*

All surrounding properties are guided for Rural/Ag Residential, within the RR district, and outside of the MUSA. The existing land use of the properties to the north, east, and west is agricultural/residential, and the properties to the south are used for residential purposes.

*Natural Characteristics of the Site*

The 2040 Comprehensive Plan’s Natural Resource Inventory Areas map does not indicate the presence of any natural plant communities on this property. According to the Hennepin County Natural Resources Map, there are wetlands present on the property. The City Engineer’s Memo noted that the wetlands on this site were reviewed and were found to be unaffected by this request and the proposed improvements on the project.

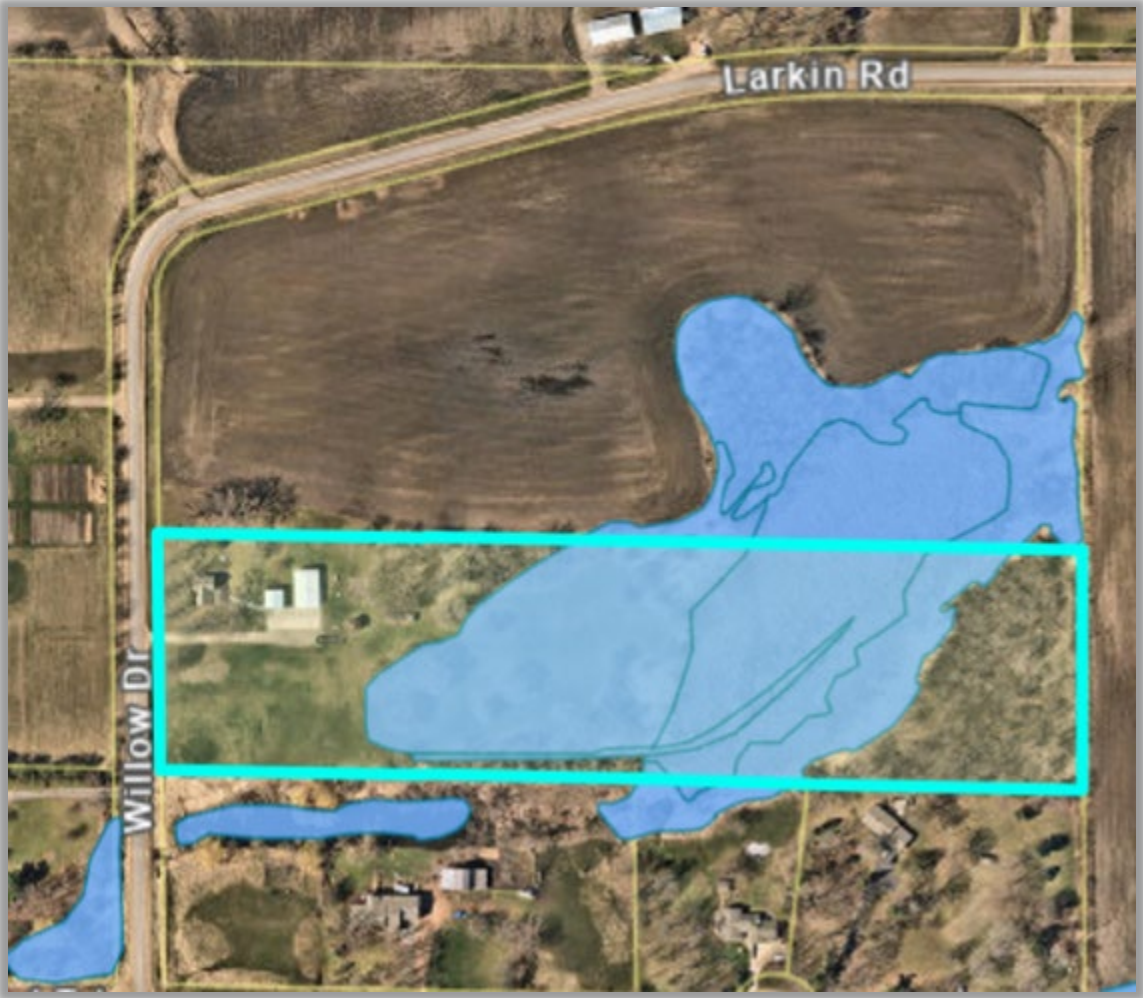


Figure 2 Hennepin County Natural Resources Map

#### 4. Analysis

Planning staff coordinated review of the request for consistency with the Comprehensive Plan, Zoning Ordinance, City Code requirements, and City policies. The City Engineer's comments are attached to this report, and the approval conditions require compliance with the memo.

##### *Accessory Structure CUP*

Per Section 1030.020, Subd. 5, the maximum sidewall height of an accessory building constructed in the front or side yard is 10' unless approved through a CUP. The City's discretion in approving or denying a CUP is limited to whether the proposed request meets the standards outlined in the City Code. If it meets these standards, the City must approve the CUP.

As discussed in the background portion of this report, the subject structure has a sidewall height of 14' which was previously approved by the City in the rear yard. Per Section 1070.020, Subd. 6, CUP amendments may be proposed at any time. The applicable process for a CUP amendment is dependent on whether there are significant or minor changes. Significant changes include changes to a CUP that involve hours of operation, number of employees, expansion of structures and/or premises, or other operational modifications that result in increased external activities and traffic. Staff do not believe this change falls into the category of significant changes. Therefore, this request falls under a minor change to the CUP. Minor changes do not require a public hearing or Planning Commission review, but the request requires City Council action.

Approval of the minor CUP amendment as requested will allow an existing detached garage of 1,456 square feet to remain in what will become the front yard once the property owner constructs a new single-family home on the property that will replace the existing single-family home.

##### *Location and Setbacks*

The location of the structure will not actually change with this request, but the yard classification of the structure's location will change per the City Code's definition of a front yard:

***YARD, FRONT:*** *An area extending the full width of a lot between the front lot line and the nearest principal structure.*

The structure is located nearest to the north property line with a setback of 47'. The structure more than complies with the required setbacks for accessory structures (50' from the front property line, 20' from the side property lines, and 15' from the rear property line). The structure is placed more than 15' from the smaller accessory

structure located near the subject structure, and it will be placed more than 15' from the new home to be constructed on the lot.

### Size

Section 1030.020 of the Zoning Ordinance allows an accessory building footprint of 3,906 square feet for a lot of this size (9.7 acres). The other existing detached structure is roughly 588 square feet. The subject structure is roughly 1,456 square feet. Altogether, the property has an accessory structure footprint of 2,044 square feet. This complies with the size standard. Should the applicant need to expand the accessory structure space in the future, an additional 1,862 square feet can be added to the property. Additionally, 1,000 square feet of attached accessory space can be added without it counting towards the footprint limit. Further, one additional detached structure can be added if it does not exceed 200 square feet (another specific exemption from the footprint limit).

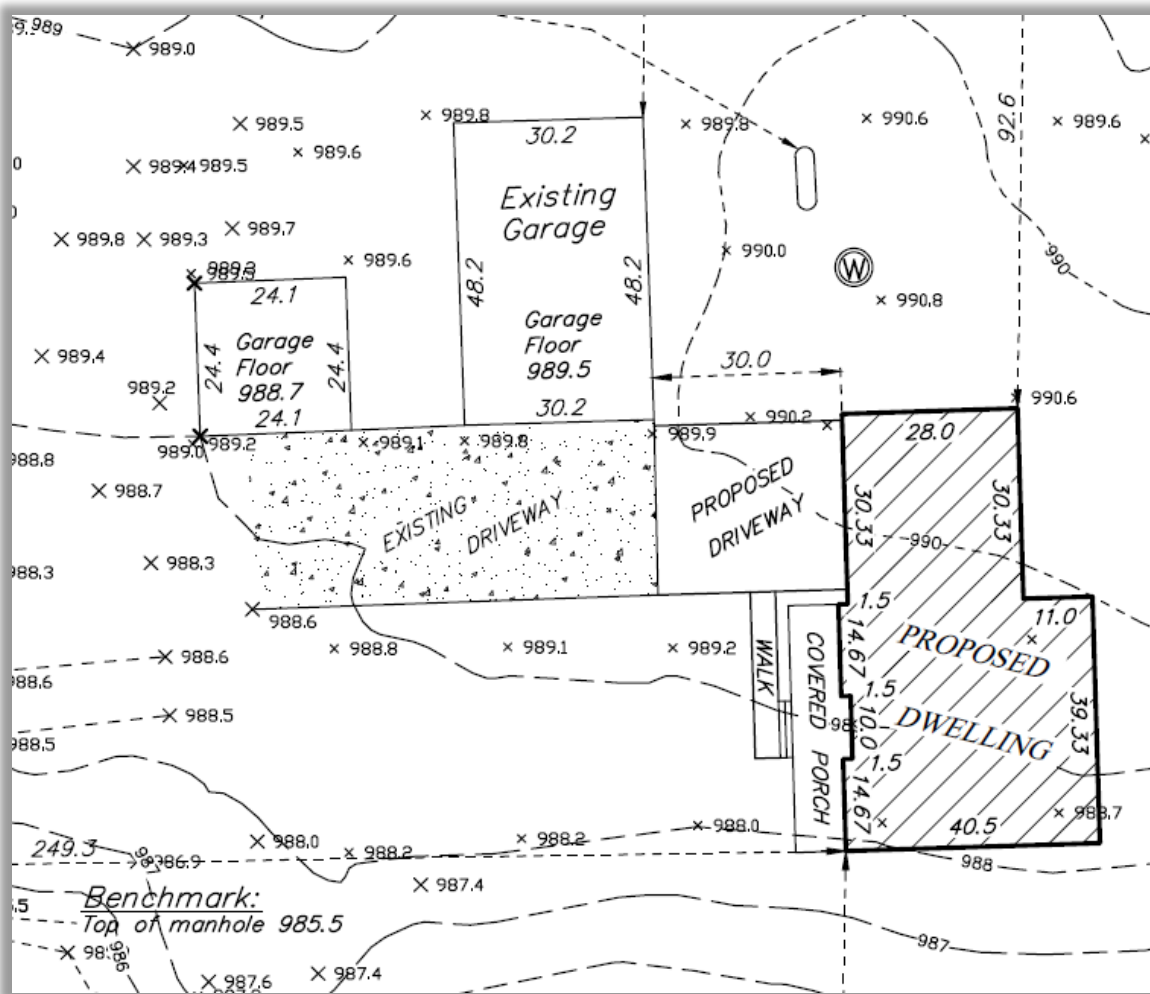


Figure 3 Clip of Survey/Site Plan

### *Building Height*

The building will become located in the front yard which has a maximum sidewall height of 10' without CUP approval to bypass this limit. The minor CUP amendment will specifically allow the subject structure to have a sidewall height of 14' in the front yard.

### *Architectural Standards*

The applicant submitted photos of the subject structure that are attached to this report in addition to the previously approved plans. The materials of the structure are not changing from what was initially approved in 1991. The roof and siding are painted galvanized



*Figure 4 Photo of Existing Structure - North Wall*

metal. The current Zoning Ordinance requires metal siding and roof materials to be approved through a Certificate of Compliance, but since the original approval pre-dates the current Zoning Ordinance, the Certificate of Compliance approval is implied. The attached resolution affirms approval of the Certificate of Compliance.

The photos of the structure submitted by the applicant show a chicken coop on the north end of the structure. The chicken coop is not indicated on the submitted land survey. In speaking with the City's Construction Services Supervisor, chicken coops are typically not subject to building code requirements as they are more similar to a dog kennel than a building typically occupied by humans and animals, such as a horse stable. However, per the Zoning Ordinance, the chicken coop meets the definition of a structure. Structures of 200 square feet or more require a building permit. A condition of approval is that the square footage of the chicken coop's footprint be confirmed and be no more than 200 square feet. Otherwise, an after-the-fact permit must be applied for and approved, and this would require bringing the chicken coop up to building code standards.

Additionally, the setback of the chicken coop must be confirmed. Animal shelters must be setback at least 25' from the property line, and at least 75' from neighboring residences. It appears the chicken coop more than satisfies the setback from neighboring structures and should be able to comply with the 25' setback from the property line.

#### *Grading and Drainage*

No grading changes are proposed for the subject structure. A grading and drainage plan for the proposed new house will be reviewed with the building permit per the City Engineering Memo.

#### *Conditional Use Permit Standards*

The applicant requests a CUP to exceed the maximum sidewall height of 10' in the front yard as allowed by Section 1030.020, Subd. 5(D). In order to grant a CUP, the following standards must be met:

1. *The proposed use shall be in conformance with all City regulations.*

The proposed use is in conformance with the City regulations. The existing structure satisfies required setbacks, the accessory structure footprint limit, and architectural requirements. A condition of approval included in the attached resolution is that the structure cannot be used for commercial uses without a separate approval for a home occupation, and the structure cannot be used as an accessory dwelling unit without a separate approval.

2. *A certificate of survey shall be required that identifies all existing structures on site, including buildings, septic sites, and wells. In addition, the survey shall include the proposed structure, flood plain, wetlands, and any recorded easements.*

The applicant submitted a certificate of survey that shows most of the required features. A condition of approval is that the applicant must confirm the footprint and setbacks of the chicken coop that is not shown on the survey. Since the structure is pre-existing and will remain in the same physical location, a new wetland delineation is not required for the minor CUP amendment.

3. *Applicable criteria as outlined in Section 1070.020 (Conditional Use Permits) of the Corcoran Zoning Ordinance.*

Staff finds that the taller building height would comply with the standards as follows:

- a. *Compliance with and effect upon the Comprehensive Plan, including public facilities and capital improvement plans.*



The proposed taller building in the front yard has no impact on the Comprehensive Plan.

- b. The establishment, maintenance, or operation 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.*

The CUP for a sidewall height of 14' for an accessory structure in the front yard would not be detrimental to or endanger the public health, safety, morals, or comfort of the surrounding neighborhood. The building does not exceed the 35' maximum building height allowed for principal buildings in the RR district. The building exceeds all setback requirements for the RR 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.*

Assuming the recommended conditions of approval are adopted, staff find no reason to believe the CUP for the sidewall height of 14' in the front yard would be injurious to the use and enjoyment of the surrounding properties for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood. The existing building is below the maximum building height and exceeds all required setbacks.

- 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.*

The surrounding properties are used for a mix of residential and agricultural uses. The proposed CUP amendment does not preclude improvement or further development of the surrounding properties.

- e. Adequate public facilities and services are available or can be reasonably provided to accommodate the proposed use.*

Adequate public facilities are available to accommodate the proposed use. The proposed CUP amendment will not impact the demand for services.

- f. The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located.*

If the CUP is approved with the conditions of approval as recommended by staff, the use will comply with the district regulations for the RR.

- g. The conditional use and site conform to performance standards as specified by this Chapter.*

If the CUP is approved with the conditions of approval as recommended by staff, the use will comply with the performance standards for accessory structures.

4. *The building materials standards required by this Section have been met.*

As noted previously, the building is made of pre-finished metal wall and roof panels. Section 1060.050 Subd. 1(D) of the Zoning Ordinance allows metal siding and/or roofing provided they meet the Minnesota State Building Code standards and are treated with a factory applied color coating system that protects against fading. The materials feature galvanized coating. The materials of this structure were approved in the original CUP approval in 1991, and approval of the Certificate of Compliance currently required by the Zoning Ordinance is implied. The attached resolution affirms approval of the Certificate of Compliance.

5. *The proposed building will be compatible with surrounding land uses.*

The proposed use is compatible with the surrounding land uses.

## **5. Recommendation**

Staff recommends approval of Resolution 2024-18 approving the CUP minor amendment for a detached garage with a sidewall height of 14' in the front yard.

### **Attachments:**

1. Resolution 2024-18 Approving the CUP Minor Amendment
2. Site Plan
3. Building Photos
4. Engineering Memo
5. 1991 Approvals

**RESOLUTION NO. 2024-18**

**Motion By:**  
**Seconded By:**

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT MINOR AMENDMENT FOR A  
DETACHED STRUCTURE FOR ERIC KVAM AT 7200 WILLOW DRIVE  
(PID 28-119-23-41-0002) (CITY FILE 24-009)**

**WHEREAS**, Eric Kvam, the applicant, requests approval of a conditional use permit minor amendment to allow an existing accessory building with a sidewall height of 14' previously approved in the rear yard to be located in the front yard at property legally described as follows:

*See Attachment A*

**WHEREAS**, a conditional use permit to allow the structure with a sidewall height of 14' in the rear yard was originally approved in 1991 (File No. 91-5-3), and;

**WHEREAS**, the Zoning Ordinance requires that conditional use permit amendments that do not constitute a significant change to only be reviewed and approved by the City Council as a minor amendment; and

**WHEREAS**, the City Council reviewed the conditional use permit request at a duly called public meeting, and;

**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 conditional use permit amendment is approved, in accordance with the application materials received by the City on February 27, 2024.
2. The applicant shall comply with all conditions of the City Engineer's memo dated January 11, 2024.
3. A conditional use permit is approved to allow a 1,456 sq. ft. accessory building with sidewalls of 14 feet in the front yard, based on the finding that that the following conditional use permit standards are satisfied:
  - a. The proposed use shall be in conformance with all City regulations.
  - b. A certificate of survey showing existing structures, septic sites, wells, proposed structures, floodplain, wetlands, and recorded easements was submitted with the application.
  - c. Applicable criteria as outlined in Section 1070.020 (Conditional Use Permits) of the Corcoran Zoning Ordinance are satisfied:
    - i. The conditional use complies with the Comprehensive Plan, including public facilities and capital improvement plans.

**RESOLUTION NO. 2024-18**

- ii. The establishment, maintenance, or operation of the conditional use will promote and enhance the general public welfare and will not be detrimental or endanger the public health, safety, morals, or comfort.
  - iii. 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 or impair property values within the neighborhood.
  - iv. 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.
  - v. Adequate public facilities and services are available or can be reasonably provided to accommodate the proposed use.
  - vi. The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located.
  - vii. The conditional use and site conform to performance standards as specified by the Zoning Ordinance.
- d. The building materials standards required by the Zoning Ordinance are satisfied.
  - e. The proposed building will be compatible with surrounding land uses.
4. A certificate of compliance to allow a metal roof and metal siding on this accessory building is approved as part of the conditional use permit.
  5. The structure cannot be used for commercial purposes unless the applicant applies for City approval of a home occupation and such approval is granted.
  6. The structure cannot be used as an Accessory Dwelling Unit unless the applicant applies for an approval to allow an Accessory Dwelling Unit and such approval is granted.
  7. Prior to release of the land use application escrow, the applicant must complete the following:
    - a. The approving resolution must be recorded at Hennepin County.
    - b. The applicant must provide proof of recording to the City.
    - c. The footprint of the chicken coop structure must be confirmed.
      - i. Should the footprint be at or exceed 200 square feet, an after-the-fact building permit must be applied for, approved, and issued prior to release of the escrow.
    - d. The following setbacks of the chicken coop must be confirmed:

**RESOLUTION NO. 2024-18**

- i. 25 feet from all property lines.
- ii. 75 feet from neighboring residences.

**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 14<sup>th</sup> day of March 2024.

\_\_\_\_\_  
Tom McKee - Mayor

ATTEST:

\_\_\_\_\_  
Michelle Friedrich – City Clerk

*City Seal*

**RESOLUTION NO. 2024-18**

**ATTACHEMENT A**

The North  $\frac{1}{2}$  of the South  $\frac{1}{2}$  of the Northeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section Twenty-eight (28). Township One Hundred Nineteen (119) North, Range Twenty-three (23) West of the 5<sup>th</sup> Principal Meridian, according to the United States Government Survey thereof, subject to rights acquired for public road over the Westerly 33 feet thereof and together with and subject to an easement for roadway over the Easterly 33 feet thereof.

**LEGAL DESCRIPTION:**

The North 1/2 of the South 1/2 of the Northeast 1/4 of the Southeast 1/4 of Section Twenty-eight (28), Township One Hundred Nineteen (119) North, Range Twenty-three (23) West of the 5th Principal Meridian, according to the United States Government Survey thereof, subject to rights acquired for public road over the Westerly 33 feet thereof and together with and subject to an easement for roadway over the Easterly 33 feet thereof.

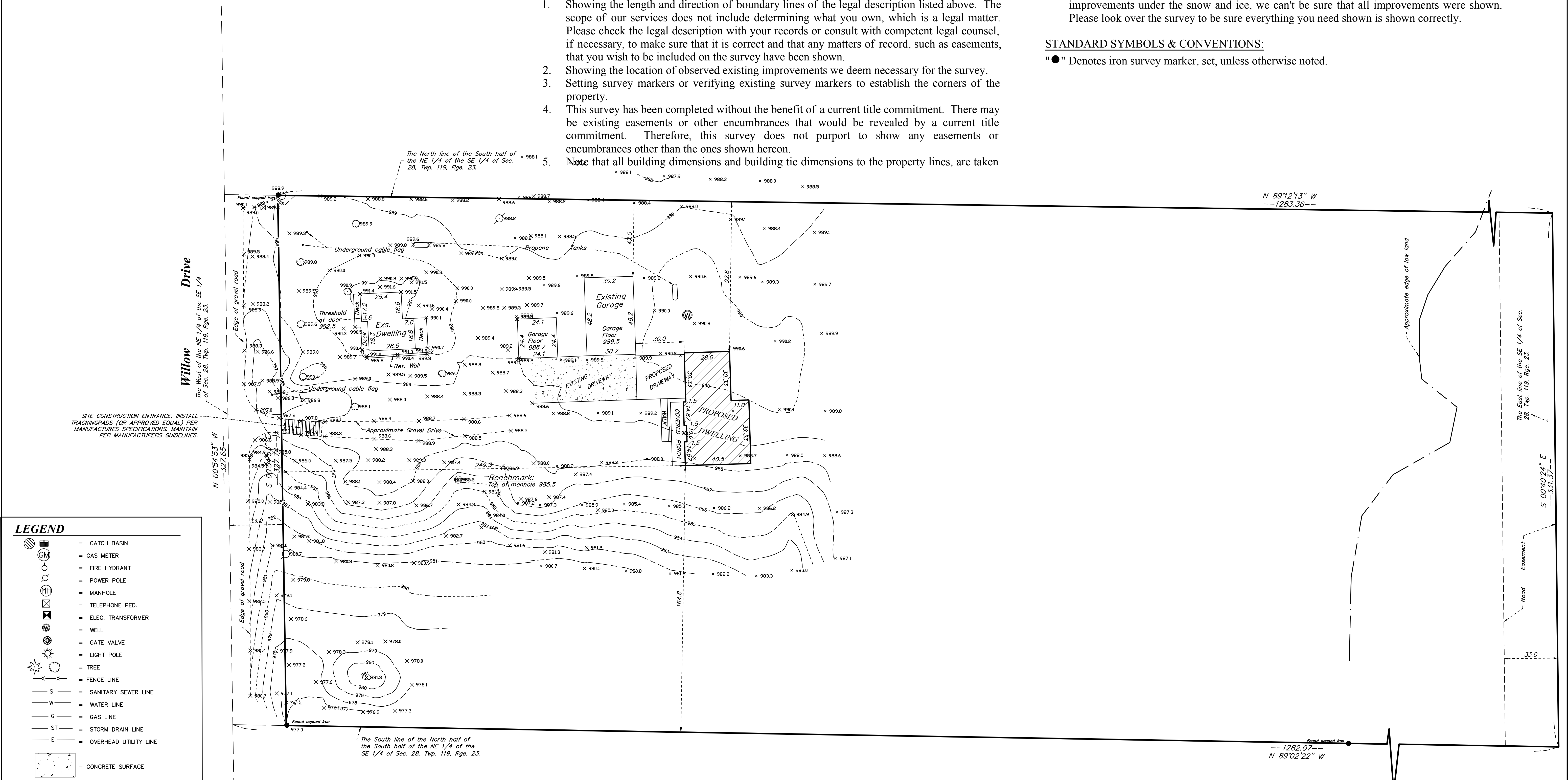
**SCOPE OF WORK & LIMITATIONS:**

1. Showing the length and direction of boundary lines of the legal description listed above. The scope of our services does not include determining what you own, which is a legal matter. Please check the legal description with your records or consult with competent legal counsel, if necessary, to make sure that it is correct and that any matters of record, such as easements, that you wish to be included on the survey have been shown.
2. Showing the location of observed existing improvements we deem necessary for the survey.
3. Setting survey markers or verifying existing survey markers to establish the corners of the property.
4. This survey has been completed without the benefit of a current title commitment. There may be existing easements or other encumbrances that would be revealed by a current title commitment. Therefore, this survey does not purport to show any easements or encumbrances other than the ones shown hereon.
5. Note that all building dimensions and building tie dimensions to the property lines, are taken from the siding and or stucco of the building.

6. Showing elevations on the site at selected locations to give some indication of the topography of the site. We have also provided a benchmark for your use in determining elevations for construction on this site. The elevations shown relate only to the benchmark provided on this survey. Use that benchmark and check at least one other feature shown on the survey when determining other elevations for use on this site or before beginning construction.
7. It should be noted that this survey was done under snow and ice conditions and that all improvements may or may not have been shown correctly. While we did our best to locate all improvements under the snow and ice, we can't be sure that all improvements were shown. Please look over the survey to be sure everything you need shown is shown correctly.

**STANDARD SYMBOLS & CONVENTIONS:**

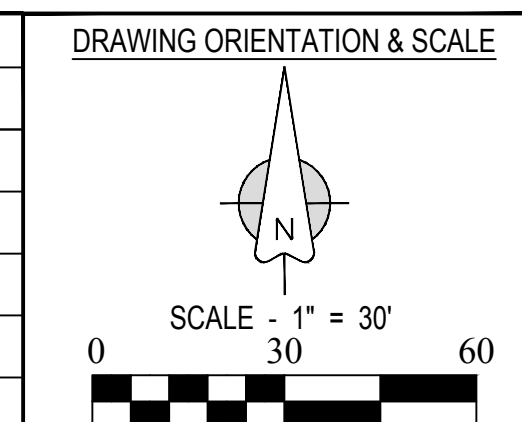
"●" Denotes iron survey marker, set, unless otherwise noted.



**LEGEND**

- = CATCH BASIN
- = GAS METER
- = FIRE HYDRANT
- = POWER POLE
- = MANHOLE
- = TELEPHONE PED.
- = ELEC. TRANSFORMER
- = WELL
- = GATE VALVE
- = LIGHT POLE
- = TREE
- = FENCE LINE
- = SANITARY SEWER LINE
- = WATER LINE
- = GAS LINE
- = STORM DRAIN LINE
- = OVERHEAD UTILITY LINE
- = CONCRETE SURFACE

DATE	REVISION	DESCRIPTION



**CLIENT NAME / JOB ADDRESS**

**ERIK KVAM**  
 7200 WILLOW DRIVE  
 HAMEL, MN

**Advance**  
 Surveying & Engineering, Co.  
 17917 Highway 7  
 Minnetonka, Minnesota 55345  
 Phone (952) 474-7964  
 Web: www.advsur.com

**DRAFT COPY**

SHEET SIZE 22 X 34  
 SHEET NO. **S1**  
 SHEET 1 OF 1







East wall

# North wall





South wall

# West wall





## Memo

---

To: Kevin Mattson, PE  
Public Works Director

From: Kent Torve, PE  
City Engineer

Project: Kvam CUP

Date: March 4, 2024

---

### Exhibit:

This review is based on the following document:

- Site Plan for Erik Kvam at 7200 Willow Drive by Advance Surveying and Engineering (no date provided)

### Comments:

- The improvements do not affect wetlands.
- Final grading plan will be reviewed with the building permit.

**End of Memo**

CITY OF CORCORAN, MINNESOTA

File No. 91-5-3

CONDITIONAL USE PERMIT

HAS BEEN ISSUED TO:

JIM GLEASON

in accordance with the City Ordinances of the City of Corcoran, Minnesota for the following use:

To allow a 30 x 48 accessory building with side wall height  
of 14 feet on a 10 acre parcel

on the property located at:

7200 Willow Drive      PID #28-119-23 41 0002

pursuant to ordinance requirements and public hearing, the City Council, on May 9, 1991 authorized issuance of said permit, subject to the CONDITIONS IN RESOLUTION NO. 1991-27

1. That the applicant, his heirs and assigns, acknowledge and agree that the use of accessory buildings within a R-1 Rural Residential District are limited to residential and/or agricultural storage of equipment and restricts the use of said buildings from commercial storage.

VIOLATION OF SAID CONDITIONS OR LAWS AND ORDINANCES SHALL CONSTITUTE GROUNDS FOR REVOCATION OF THIS PERMIT.

May 9, 1991  
DATE OF ISSUE

ISSUED BY: \_\_\_\_\_  
CORCORAN CITY COUNCIL

(THIS PERMIT MUST BE RETAINED FOR THE DURATION OF THE SPECIAL USE HEREIN SPECIFIED, AND MUST BE DISPLAYED ON THE PREMISES OF SAID USE)

CITY OF CORCORAN, MINNESOTA  
PLANNING AND ZONING APPLICATION

PLEASE READ BEFORE COMPLETING THIS FORM. ONLY COMPLETE APPLICATIONS  
WILL BE ACCEPTED.

Applications must be approved by the Planning and Zoning Official before fees are paid. See appropriate information sheets for explanation of application procedures and policy.

PRINT OR TYPE

1. PROPERTY LOCATION (Street Address AND Legal Descr

*Jim Gleason.  
7200 Willow Dr.*

*C.U.P./Variance. Accessory Bldg.*

HENNEPIN COUNTY PID # 28-119-23-41-0002.

2. PROPERTY FEE OWNER NAME: Jim Gleason

ADDRESS: 7200 Willow Dr.

TELEPHONE: 478-6988 (HOME) (BUSINESS)

3. APPLICANT NAME: SAME.

ADDRESS:

TELEPHONE: (HOME) (BUSINESS)

4. REQUESTED ACTION(S):

- GUIDE PLAN AMENDMENT
- REZONING
- PRELIMINARY PLAT
- LAND CONSOLIDATION/DIVISION
- OTHER: \_\_\_\_\_
- CONDITIONAL USE PERMIT
- SITE PLAN
- FINAL PLAT
- VARIANCE

5. BRIEF DESCRIPTION OF REQUEST (Attach a separate sheet if necessary) to allow an accessory building with a side wall height of 14 feet and variance from minimum standard for eaves and overhang.

*30x48 bldg*

I hereby apply for the above consideration and declare that the information and materials submitted with this application are complete and accurate per City Ordinance and Policy.

CONSULTANT FEES PAYMENT AGREEMENT

I agree to pay the City of Corcoran, within 15 days of the mailing or delivery of the billing statement, the actual cost incurred by the City of professional engineering, legal, planning, and inspections reasonably and necessarily required for the processing of this application.

APPLICANT'S SIGNATURE: Jim Gleason

DATE: 4/16/91

FOR CITY  
USE ONLY:  
Approved  
for payment  
by \_\_\_\_\_  
Fees Due:  
\$ 100.00

*Cr# 11327  
Pd 4/16/91*

Permit No. 24-91

Date 4-17-91

CITY OF CORCORAN  
BUILDING PERMIT

1. DATE <u>4/16/91</u>	
2. SITE ADDRESS <u>7200 Willow DR</u>	
3. LEGAL DESCRIPTION PROPERTY I.D. NO. <u>THE NORTH 1/2 OF THE SOUTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 28 TOWNSHIP 119 NORTH, RANGE 23, WEST OF THE 5TH PRINCIPAL MERIDIAN</u>	
SECTION _____ LOT _____ BLOCK _____	Pd. 91 5-10-91 CR # 11311
ADDITION _____ PLAT NUMBER _____ PARCEL NUMBER _____	
4. OWNER (Name) (Address) (Tel. No.) <u>JIM GLEASON 7200 Willow DR CORCORAN MN 55340 478 6988</u>	
5. ARCHITECT (Name) (Address) (Tel. No.)	
6. BUILDER (Name) (Address) (Tel. No.) <u>ROCK BLUMBERG 209 Maplewood Dr Buffalo MN 682 2165</u>	
7. TYPE OF WORK Fireplace <input type="checkbox"/> Septic <input type="checkbox"/> Heating <input type="checkbox"/> Plumbing <input type="checkbox"/> Reroofing <input type="checkbox"/> New Construction <input checked="" type="checkbox"/> Alterations <input type="checkbox"/> Addition <input type="checkbox"/> Finish Attic <input type="checkbox"/> Residing <input type="checkbox"/> Finish Basement <input type="checkbox"/> Porch <input type="checkbox"/> Garage <input type="checkbox"/> Chimney <input type="checkbox"/> Misc. _____	
8. SIZE OF STRUCTURE (Height) (Width) (Depth) <u>20' 18'</u>	9. NO. OF STORIES <u>ONE</u>
11. COMPLETION DATE	10. ESTIMATED VALUE <u>\$10,000.00</u>
12. PROPERTY DIMENSION Width <u>330'</u> Depth <u>1300'</u>	13. NO. OF FAMILIES (if applicable)
14. PROPOSED ELEVATION IN RELATION TO CURB OR WATERWAY. _____ ELEV.	15. PROPERTY AREA OR ACRES Sq. Ft. <u>10 ACRES</u>
16. CULVERT SIZE Yes No	17. FRONT YARD set back from road property Ft. <u>157'</u>
18. REAR YARD set back Ft. <u>1103'</u>	19. SIDE YARDS set back <u>232'</u> Right Sd. <u>50'</u> Left Sd.
20. FLOOR AREA APPORTIONMENT USE AREA	
<u>MACHINE SHED</u> _____ <u>1440</u> Sq. Ft.	
<u>Colon must match Home!</u> _____	
AGGREGATE FLOOR AREA _____ Sq. Ft.	
SPECIAL CONDITIONS	

FEES	
PERMIT FEE	<u>80.50</u> ✓
PLAN CHECK FEE	<u>52.30</u> ✓
PENALTY FEE	<u>80.50</u> ✓
DRIVEWAY PERMIT FEE	_____
ENGINEERING FEES	_____
SITE FEE	<u>25.00</u> ✓
CULVERT \$	_____
PLUMBING FEE	_____
SEPTIC FEE	_____
WATER FEE	_____
WATER METER FEE	_____
SEWER FEE	_____
MECHANICAL FEE	_____
SURCHARGE FEE	<u>5.00</u>
OTHERS	<u>243.30</u>
TOTAL FEE	<u>52.33</u> <u>52.33</u> <u>16.25</u> <u>173.21</u>

CODE ANALYSIS

TYPE OF CONST. \_\_\_\_\_

USE OF BLDG. \_\_\_\_\_

OCCUPANCY GROUP \_\_\_\_\_

OCCUPANCY LOAD \_\_\_\_\_

ZONING DISTRICT \_\_\_\_\_

VARIANCE GRANTED, DATE \_\_\_\_\_

OFF STREET PARKING

SPACES REQ. \_\_\_\_\_

SPACES ON PLAN \_\_\_\_\_

MATERIAL FILED W/APPLICATION

SOILS REPORT  Borings  
 Percolation  
 Compaction tests

PLANS AND SPECS.  Sets \_\_\_\_\_  
Copies \_\_\_\_\_

SURVEY

ENERGY CALCULATIONS

PILING LOGS

FIRE SPRINKLERS REQUIRED

YES  NO

SPECIAL APPROVALS

ZONING \_\_\_\_\_

FIRE DEPT. \_\_\_\_\_

HEALTH DEPT. \_\_\_\_\_

PUBLIC WORKS \_\_\_\_\_

COUNTY \_\_\_\_\_

OTHER \_\_\_\_\_

CERTIFICATE OF OCCUPANCY ISSUED

DATE \_\_\_\_\_ BY \_\_\_\_\_

ACKNOWLEDGMENT AND SIGNATURE:

The undersigned hereby agrees that, in case such permit is granted, that all work which shall be done and all materials which shall be used shall comply with the plans and specifications therefor herewith submitted and with all the ordinances of said City \_\_\_\_\_ applicable thereto.

[Signature]  
SIGNATURE OF APPLICANT

[Signature]  
APPROVED BY BUILDING INSPECTOR



## INSPECTION RECORD

	DATE		REMARKS	INSPECTOR
FOUNDATIONS: SET BACK				
TRENCH				
REINFORCING				
FOUNDATION WALL & WEATHER PROOFING				
CONCRETE SLAB				
FRAMING				
INSULATION				
INT. LATHING OR DRYWALL				
PLUMBING				
SEPTIC				
HEATING				
MECHANICAL				
		FINAL		

*Use Space Below For Notes, Follow-up  
& Septic Diagram etc.*

*Pole Shed Built without permit  
 or inspections -  
 Building appears to be fine  
 o.k. to Final out  
 J.M.*

CITY OF CORCORAN  
BUILDING PERMIT

Permit No. 24-91  
Date 4-17-91

1. DATE <u>4/16/91</u>	
2. SITE ADDRESS <u>7200 Willow Dr</u>	
3. LEGAL DESCRIPTION PROPERTY I.D. NO. <u>THE NORTH 1/2 OF THE SOUTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 28 TOWNSHIP 119 NORTH, RANGE 23, WEST OF THE 5TH PRINCIPAL MERIDIAN</u>	
SECTION _____ LOT _____ BLOCK _____	<u>Ad. 5-10-91 CR# 11371</u>
ADDITION _____ PLAT NUMBER _____ PARCEL NUMBER _____	
4. OWNER (Name) (Address) (Tel. No.) <u>JIM GLEASON 7200 Willow Dr CORCORAN MN 478 6988</u>	
5. ARCHITECT (Name) (Address) (Tel. No.)	
6. BUILDER (Name) (Address) (Tel. No.) <u>RICK BLUMBERG 209 MAPLEWOOD DR BUFFALO MN 687 2165</u>	
7. TYPE OF WORK Fireplace <input type="checkbox"/> Septic <input type="checkbox"/> Heating <input type="checkbox"/> Plumbing <input type="checkbox"/> Reroofing <input type="checkbox"/> New Construction <input checked="" type="checkbox"/> Alterations <input type="checkbox"/> Addition <input type="checkbox"/> Finish Attic <input type="checkbox"/> Residing <input type="checkbox"/> Finish Basement <input type="checkbox"/> Porch <input type="checkbox"/> Garage <input type="checkbox"/> Chimney <input type="checkbox"/> Misc. _____	
8. SIZE OF STRUCTURE (Height) (Width) (Depth) <u>30' 48'</u>	9. NO. OF STORIES <u>ONE</u>
11. COMPLETION DATE	10. ESTIMATED VALUE <u>\$10,000.00</u>
12. PROPERTY DIMENSION Width <u>330'</u> Depth <u>1320'</u>	13. NO. OF FAMILIES (if applicable)
14. PROPOSED ELEVATION IN RELATION TO CURB OR WATERWAY. _____ ELEV.	15. PROPERTY AREA OR ACRES Sq. Ft. <u>10 ACRES</u>
16. CULVERT SIZE Yes No	17. FRONT YARD set back from road property Ft. <u>187'</u>
18. REAR YARD set back Ft. <u>1103'</u>	19. SIDE YARDS set back <u>232'</u> Right Sd. <u>50'</u> Left Sd.
20. FLOOR AREA APPORTIONMENT USE AREA	
<u>MACHINE SHED</u>	<u>1440</u> Sq. Ft.
<u>Colon must match Home!</u>	Sq. Ft.
AGGREGATE FLOOR AREA	Sq. Ft.
SPECIAL CONDITIONS	

FEES	
PERMIT FEE	<u>80.50</u>
PLAN CHECK FEE	<u>52.30</u>
PENALTY FEE	<u>80.50</u>
DRIVEWAY PERMIT FEE	_____
ENGINEERING FEES	_____
SITE FEE	<u>25.00</u>
CULVERT \$	_____
PLUMBING FEE	_____
SEPTIC FEE	_____
WATER FEE	_____
WATER METER FEE	_____
SEWER FEE	_____
MECHANICAL FEE	_____
SURCHARGE FEE	<u>5.00</u>
OTHERS	<u>\$</u>
TOTAL FEE	<u>\$243.30</u>

CODE ANALYSIS	
TYPE OF CONST.	_____
USE OF BLDG.	_____
OCCUPANCY GROUP	_____
OCCUPANCY LOAD	_____
ZONING DISTRICT _____	
VARIANCE GRANTED, DATE _____	

OFF STREET PARKING	
SPACES REQ.	_____
SPACES ON PLAN	_____

MATERIAL FILED W/APPLICATION	
SOILS REPORT	<input type="checkbox"/> Borings <input type="checkbox"/> Percolation <input type="checkbox"/> Compaction tests
PLANS AND SPECS.	<input type="checkbox"/> Sets _____ Copies _____
SURVEY	<input type="checkbox"/> _____
ENERGY CALCULATIONS	<input type="checkbox"/> _____
PILING LOGS	<input type="checkbox"/> _____

FIRE SPRINKLERS REQUIRED	
<input type="checkbox"/> YES <input type="checkbox"/> NO	

SPECIAL APPROVALS	
ZONING	_____
FIRE DEPT.	_____
HEALTH DEPT.	_____
PUBLIC WORKS	_____
COUNTY	_____
OTHER	_____

CERTIFICATE OF OCCUPANCY ISSUED	
DATE	BY _____

ACKNOWLEDGMENT AND SIGNATURE:

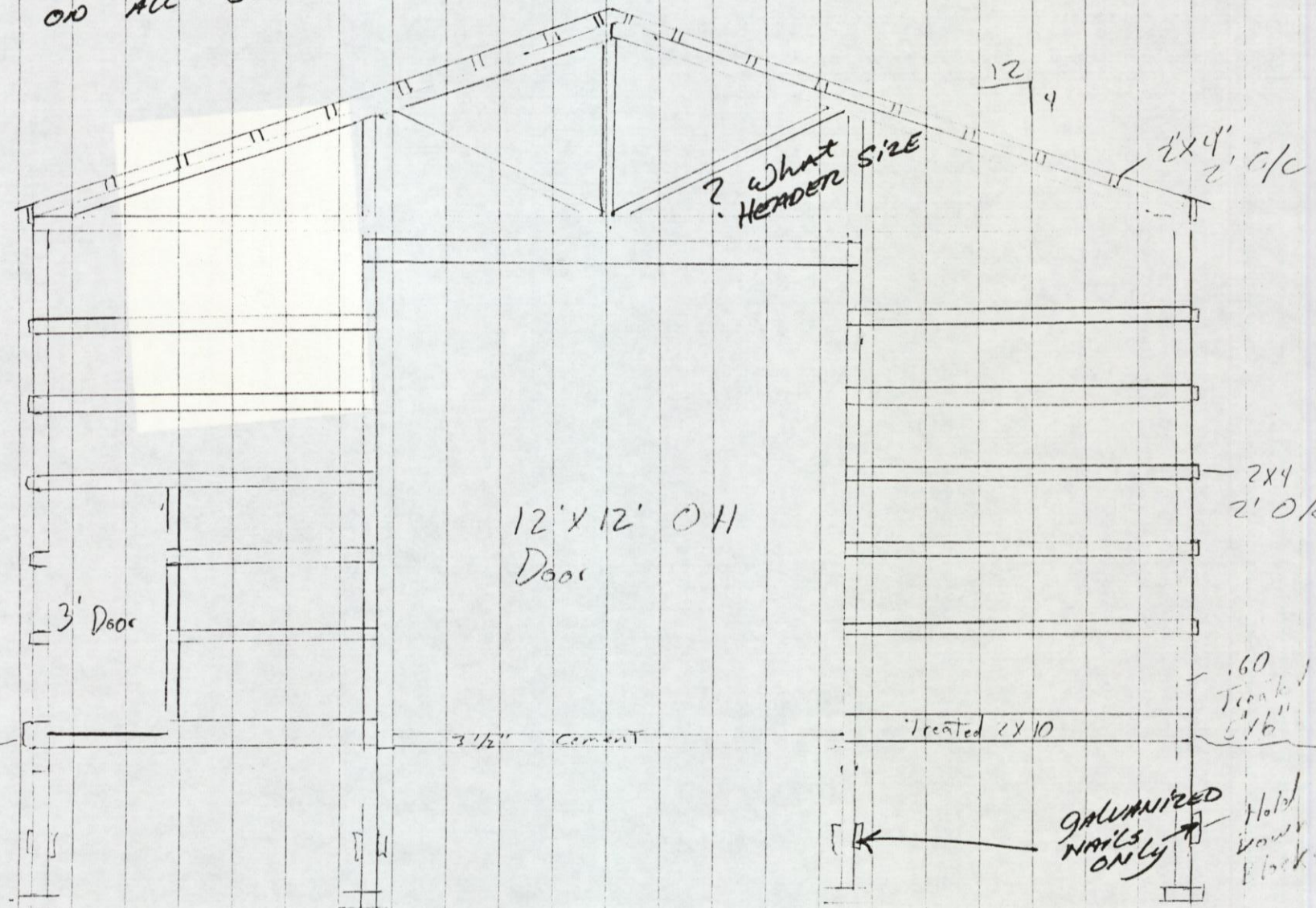
The undersigned hereby agrees that, in case such permit is granted, that all work which shall be done and all materials which shall be used shall comply with the plans and specifications therefor herewith submitted and with all the ordinances of said City \_\_\_\_\_ applicable thereto.

Jim Gleason  
SIGNATURE OF APPLICANT

Conen Kohwen  
APPROVED BY BUILDING INSPECTOR



INSTALL: 12" MIN EAVES  
AND 18" MIN OVERHANG  
ON ALL SIDES



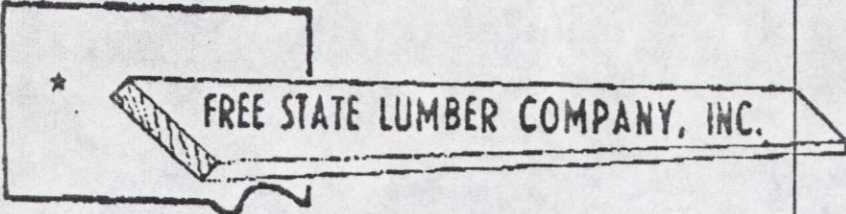
12" Poured (AND) 18" min DIA. Footings (AND) min. 60" Footing Depth

~~Do not issue  
On P.C.  
Agenda Council  
5/2/91~~

1AR- 8-89 WED 6:00 SUMMIT

P. 01

ATT: Dan Helwig  
From: QFP.



Manufacturers CCA & Pentac Treated  
Timbers & Dimension Lumber


P.O. BOX 190  
HALEYVILLE, ALABAMA 35565  
PHONE (205) 488-5287  
5288  
5289  
5280

Universal Forest Products  
3153 3 Mile Road  
Grand Rapids, MI 49505

Gentlemen:

This is to certify that the 6" material on your order number 75790  
and our invoice number 30354 is treated .60 CCA, and the 2" material  
is treated to .40 CCA. This treatment is governed by the rules of American  
Wood Preservers Institute.

Thank you,

  
Stanley R. Cumens, Vice President  
FREE STATE LUMBER COMPANY, INC.

SC/sjr

**INSPECTOR'S COPY**

**DESIGN INFORMATION**

This design is for an individual building component and has been based on information provided by the client. The designer disclaims any responsibility for damages as a result of faulty or incorrect information, specifications and/or designs furnished to the truss designer by the client and the correctness or accuracy of this information as it may relate to a specific project and accepts no responsibility or exercises no control with regard to fabrication, handling, shipment and installation of trusses. This truss has been designed as an individual building component in accordance with "TPI-85" and "NDS-86" to be incorporated as part of the building design by a Building Designer (registered architect or professional engineer). When reviewed for approval by the building designer, the design loadings shown must be checked to be sure that the data shown are in agreement with the local building codes, local climatic records for wind or snow loads, project specifications or special applied loads. The design assumes compression chords (top or bottom) are continuously braced by sheathing unless otherwise specified. Where bottom chords in tension are not fully braced laterally by a properly applied rigid ceiling, they should be braced at a maximum spacing of 10'-0" o.c.

**FABRICATION NOTES**

Prior to fabrication, the fabricator shall review this drawing to verify that this drawing is in conformance with the fabricator's plans and to realize a continuing responsibility for such verification. Any discrepancies are to be put in writing before cutting or fabrication. Connector plates shall be manufactured from 20 gauge galvanized steel meeting ASTM A446-72, Grade A, hot dipped galvanized unless otherwise shown. Plates shall not be installed over knots, holes, knots or distorted grain. Members shall be cut for tight fitting wood to wood bearing. Connector plates shall be located on both faces of the truss with nails fully imbedded and shall be sym. about the joint unless otherwise shown. A 5x4 plate is 5" wide x 4" long. A 6x8 plate is 6" wide x 8" long. Slots (holes) run parallel to the plate length specified. Double cuts on web members shall meet at the centroid of the webs unless otherwise shown. Connector plate sizes are minimum sizes based on the forces shown and may need to be increased for certain handling and/or erection stresses. This truss is not to be fabricated with fire retardant treated lumber unless otherwise shown. For additional information on Quality Control read "Quality Standard For Metal Plate Connected Wood Trusses, QST-86" and TPI Recommended Code of Standard Practice".

**PRECAUTIONARY NOTES**

All bracing and erection recommendations are to be followed in accordance with "Bracing of Wood Trusses," BWT-76 of TPI. Trusses are to be handled with particular care during banding and bundling, delivery and installation to avoid damage. Temporary and permanent bracing for holding trusses in a straight and plumb position and for resisting lateral forces shall be designed and installed by others. Careful handling is essential and erection bracing is always required. Normal precautionary action for trusses requires such temporary bracing during installation between trusses to avoid toppling and dominoing. The supervision of erection of trusses shall be under the control of persons experienced in the installation of trusses. Professional advice shall be sought if needed. Concentration of construction loads greater than the design loads shall not be applied to trusses at any time. No loads other than the weight of the erectors shall be applied to trusses until after all fastening and bracing is completed.

**SPLICES**

Locate "in-panel" splices at approx. 1/4 of panel length from adjacent joint as shown on truss drawing.

TOP CHORDS:	2x6	FL	2400F-2.0E
BOT CHORDS:	2x6	FL	2400F-2.0E
WEBS:	2x4	SPF	#3
	2x4	FL	#1

6, 7

This design based on chord bracing applied per the following schedule:

TC	max o.c.	from	to
BC	24.0"	0- 0- 0	30- 0- 0
	120.0"	0- 0- 0	30- 0- 0

Joint Locations	
1)	0- 0- 0
2)	4- 0- 10
3)	6- 9- 7
4)	9- 6- 5
5)	12- 3- 2
6)	15- 0- 0
7)	17- 8- 14
8)	20- 5- 11
9)	23- 2- 9
10)	25- 11- 6
11)	30- 0- 0
12)	30- 0- 0
13)	23- 2- 9
14)	17- 8- 14
15)	16- 0- 0
16)	12- 3- 2
17)	6- 9- 7
18)	0- 0- 0

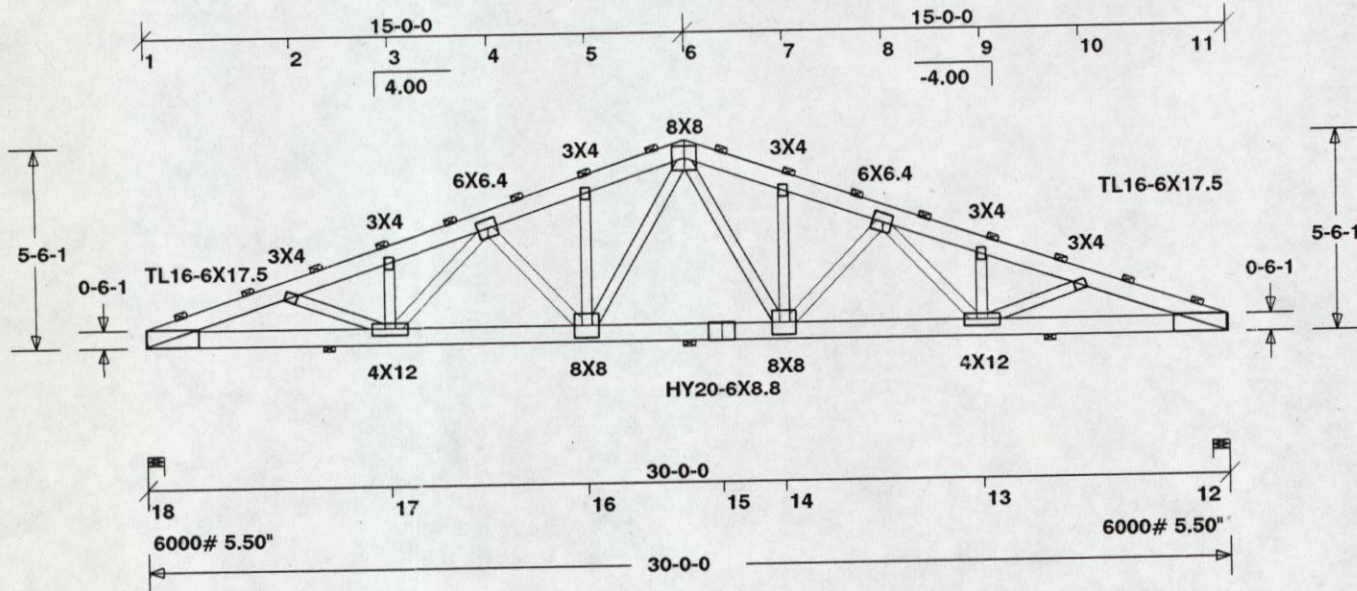
Building Designer shall provide adequate bearing area and anchorage.

BEARING AREA REQUIRED.....

ID	Brg	Size	**	Min Size	-or-	Min Area
1	0-	5-	8	0-	6-	6 9.60 si
2	0-	5-	8	0-	6-	6 9.60 si

\*\* size specified by customer

4-10-91



EXCEPT WHERE SHOWN, ALL PLATES TO BE TEE-LOK 20-GA ST

WRIGHT BUFF

QTY: 7

scale = 0.1875

**LITTFIN  
LUMBER  
COMPANY**

wood truss systems

**WARNING: READ ALL NOTES ON THIS SHEET.**

A COPY OF THIS DRAWING TO BE GIVEN TO ERECTING CONTRACTOR.

**BRACING WARNING**

Bracing shown on this drawing is not erection bracing, wind bracing, portal bracing or similar bracing which is a part of the building design and which must be considered by the building designer. Bracing shown is for lateral support of truss members only to reduce buckling length. Provisions must be made to anchor lateral bracing at ends and specified locations determined by the building designer. Additional bracing of the overall structure may be required. (See BWT-76 of TPI). For specific truss bracing requirements, contact building designer. (Truss Plate Institute, TPI, is located at 583 D'Onofrio Drive, Madison, Wisconsin 53719).

Eng. Job:	WO: 95154
Dwg:	Truss ID:
Des'd: BLS	Chk'd:
TC Live	40.0 psf
TC Dead	5.0 psf
BC Live	0.0 psf
BC Dead	5.0 psf
<b>TOTAL</b>	<b>50.0 psf</b>
DurFac - Lbr:	1.15
DurFac - Plt:	1.15
O.C. Spacing:	96.0"
Design Criteria:	TPI
Seqn:	02.01.91- 40124

Applicant's name Jim Gleason Permit # 24-91  
Builder (if applicable) Rick Blomberg  
Site Address 7200 Willow Dr.  
Phone 478-6988 Type of Permit Pole Shed

Special Approval: ECCC  CITY COUNCIL  ENGINEERING   
OTHER  N/A

Floodplain check: Property: is  is not  in floodplain.  
Building site: is  is not  in floodplain.

Park Dedication:  Previously paid by Developer/Builder  
 Pay \$600 to City of Corcoran, Park Fund  
 Not applicable

Driveway Permit:  Required  Not required

Access to:  City Road  County Road  Private Drive

Setbacks: Survey  No Survey

Front \_\_\_\_\_' Right side \_\_\_\_\_' Left side \_\_\_\_\_' Rear \_\_\_\_\_'

Septic System: From Well \_\_\_\_\_' From lot line \_\_\_\_\_

Setback from: Wetland \_\_\_\_\_ N/A \_\_\_\_\_  
Floodplain \_\_\_\_\_ N/A \_\_\_\_\_  
Creek \_\_\_\_\_ N/A \_\_\_\_\_

House square footage: \_\_\_\_\_  
1,100 square foot minimum single story  
900 square feet for one and half story or a walkout

For Accessory Structures only:

Attach statement of proposed use: Yes  N/A   
Side Wall Height 14' Eaves min Overhang min  
10' or less 12" minimum 12" minimum  
12' or less 12" minimum 18" minimum

Color shall be compatible with principal building. Yes  No

Other/Comments: \_\_\_\_\_

I hereby certify that I've reviewed the site plan and building permit application and have found the same to comply with City of Corcoran applicable ordinances.

JEFF M.  
Planner or City Administrator

4-18-91  
Date





(2)

CLOVER

HOMESTEAD TR

N06°21'59\"/>

218.5

612

219.4

202

299.6

298.97

612

28.3

219.4

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**( ) Stantec**

**Memo**

To: Kevin Mattson, PE, PW Director                      From: Steve Hegland, PE  
Project/File: 227704747    Date: February 27, 2024  
Subject: Pay Application #5 to Park Construction Company- Mass Grading and Stormwater Pond for City Center Drive and 79<sup>th</sup> Place

**Council Action Requested**

Staff is recommending Council Approve Pay Application #5 for the Mass Grading and Stormwater Pond for City Center Drive and 79<sup>th</sup> Place to Park Construction Company in the amount of \$50,333.66 This approval is conditional until it is also approved by the St. Therese Development per the terms of the Cost Share Agreement.

**Summary**

The grading portion of this project is substantially completed with restoration and punch list items on the project remaining. Park Construction Company is requesting to reduce retainage on the work completed to date to 1%. The signed payment request form and pay application is attached for review.

Attached is a summary of the work completed to date.

Total Contract Value to Date	\$1,451,685.40
Work Completed to Date	\$1,258,341.60
1% Retainage	\$12,583.42
Amount Paid to Date	\$1,195,424.52
Total Pay APP #5	\$50,333.66

**Engineer's Recommendation**

We recommend approving Pay Application #5 to Park Construction Company in the amount of \$50,333.66

**APPLICATION FOR PAYMENT FORM**

OWNER: City of Corcoran  
PROJECT: Mass Grading and Stormwater Pond for City Center Drive and 79<sup>th</sup> Place  
CONTRACTOR: Park Construction Company

PAY ESTIMATE NO. 5

Original Contract Amount	<u>\$ .... 1,344,086.40</u>
Contract Changes approved to Date (List Change Order Numbers)	<u>\$ ..... 107,599.00</u>
Revised Contract Price	<u>\$ .... 1,451,685.40</u>
Work Completed to Date (attached)	<u>\$ .... 1,258,341.60</u>
Retainage to Date, 1%	<u>\$ ..... 12,583.42</u>
Work Completed to Date Less Retainage to Date	<u>\$ .... 1,245,758.18</u>
Total Amount Previously Certified	<u>\$ .... 1,195,424.52</u>
Payment Request This Estimate	<u>\$ ..... 50,333.66</u>

I declare under penalty of perjury that this account, claim, or demand is just and correct and that no part of it has been paid.

Park Construction Co.

Scott Neumann

Digitally signed by Scott Neumann  
DN: cn=US,  
email=Scott.Neumann@park1818.com,  
c=US, o=Scott Neumann  
Date: 2024.03.05 08:08:21 -0607

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CONTRACTOR

**CERTIFICATE OF CONTRACTOR**

I hereby certify that the work and the materials supplied to date, as shown on the request for payment, represents the actual value of accomplishment under the terms of the contract dated

August 12, 2022 between the City of Corcoran (OWNER)

and Park Construction Company (CONTRACTOR) and all authorized changes thereto.

Park Construction Company

By Scott Neumann


Title Project Manager

Approval:

(CONTRACTOR)

 Scott Neumann \_\_\_\_\_ Date 3-5-2024

(ENGINEER)

 Hegland, Steven \_\_\_\_\_ Date 3-5-2024  
Steven Hegland, P.E.

END OF SECTION

**MASS GRADING AND STORMWATER POND FOR CITY CENTER DRIVE AND 79TH PLACE  
PAYMENT REQUEST FORM  
CONTRACTOR: PARK CONSTRUCTION COMPANY**



NO.	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	COMPLETED TO DATE		LESS PREVIOUS PAYMENTS		CURRENT PAY REQUEST # 5 Feb-24	
						QTY	PRICE	QTY	PRICE	QTY	PRICE
<b>BASE BID SCHEDULE</b>											
<b>BID SCHEDULE A</b>											
	MOBILIZATION AND DEMOBILIZATION	LUMP SUM	1	\$ 66,000.00	\$66,000.00	0.00	\$ 59,400.00	0.00	\$ 59,400.00	0	\$ -
	TRAFFIC CONTROL	LUMP SUM		\$ 3,540.00	\$3,540.00		\$ 3,540.00		\$ 3,540.00	0	\$ -
	CLEARING	ACRE	1	\$ 2,380.00	\$10,234.00	6.82	\$ 16,231.60	6.62	\$ 16,231.60	0	\$ -
	GRUBBING	ACRE	1	\$ 2,380.00	\$10,234.00	6.82	\$ 16,231.60	6.62	\$ 16,231.60	0	\$ -
	CLEAR TREE	TREE		\$ 144.00	\$720.00		\$ 720.00		\$ 720.00	0	\$ -
	GRUB TREE	TREE		\$ 61.80	\$309.00		\$ 309.00		\$ 309.00	0	\$ -
	COMMON EXCAVATION - ONSITE (NON-STRUCTURAL) (EV) (2)	CU YD	41300	\$ 7.00	\$289,100.00	41300	\$ 289,100.00	41300	\$ 289,100.00	0	\$ -
	COMMON EXCAVATION - ONSITE (STRUCTURAL) (EVI) (PI)	CUYD	46524	\$ 3.95	\$183,769.80	46524	\$ 183,769.80	46524	\$ 183,769.80	0	\$ -
	COMMON EXCAVATION - OFFSITE (EV) (P)	CU YD	25774	\$ 11.50	\$296,401.00	25744	\$ 296,056.00	25744	\$ 296,056.00	0	\$ -
	COMMON BORROW - ONSITE (EV) (PI)	CU YD	48518	\$ 3.35	\$162,535.30	48518	\$ 162,535.30	48518	\$ 162,535.30	0	\$ -
	STOCKPILE COMMON (CV)	CUYO	4000	\$ 3.15	\$12,600.00	4000	\$ 12,600.00	4000	\$ 12,600.00	0	\$ -
	STOCKPILE TOPSOIL (CV)	CCM	3100	\$ 3.15	\$9,765.00	3100	\$ 9,765.00	3100	\$ 9,765.00	0	\$ -
	BOULDER RETAINING WALL	US IT	170	\$ 160.00	\$27,200.00		\$ -		\$ -	0	\$ -
	WETLAND BUFFER POSTS AND MONUMENTS	EACH		\$ 227.00	\$5,902.00		\$ -		\$ -	0	\$ -
	COARSE FILTER AGGREGATE	CU YD	90	\$ 66.30	\$5,907.00		\$ -		\$ -	0	\$ -
	MEDIUM FILTER AGGREGATE	CUYO	90	\$ 66.30	\$5,907.00		\$ -		\$ -	0	\$ -
	PREMIXED IRON/FINE FILTER AGGREGATE /MOD	CU YD	160	\$ 211.00	\$33,760.00		\$ -		\$ -	0	\$ -
	GEOTEXTILE FABRIC TYPE IV (NON-WOVEN)	SQYD		\$ 3.35	\$2,331.60		\$ -		\$ -	0	\$ -
	RANDOM RIPRAP, CLASS III	CUYD	30	\$ 124.00	\$3,720.00	30	\$ 3,720.00	30	\$ 3,720.00	0	\$ -
	ROLLED EROSION PREVENTION CATEGORY 76	SQYD	110	\$ 21.50	\$2,365.00		\$ -		\$ -	0	\$ -
	36" RCP CLASS V STORM SEWER	LI FT	88	\$ 289.00	\$25,432.00	88	\$ 25,432.00	88	\$ 25,432.00	0	\$ -
	8" SOLID PVC SCH 40 DRAIN TILE PIPE	LI FT		\$ 45.80	\$2,931.20		\$ 1,740.40		\$ 1,740.40	0	\$ -
	6" SOLID PVC SCH 40 DRAIN TILE PIPE	LI FT		\$ 45.60	\$2,280.00		\$ -		\$ -	0	\$ -
	6" PERFORATED PVC SCH 40 DRAIN TILE PIPE	LI FT		\$ 35.00	\$12,845.00		\$ -		\$ -	0	\$ -
	6" PVC PIPE DRAIN CLEANOUT	LI FT		\$ 686.00	\$4,116.00		\$ 686.00		\$ 686.00	0	\$ -
	36" RCP FIRED END AND TAASH GUARD	LI FT		\$ 6,850.00	\$6,850.00		\$ 6,850.00		\$ 6,850.00	0	\$ -
	5' DIA. OUTLET CONTROL STRUCTURE	LI FT		\$ 19,200.00	\$19,200.00		\$ 19,200.00		\$ 19,200.00	0	\$ -
	24" HOPE STORM SEWER PIPE	LI FT		\$ 67.60	\$17,981.60		\$ 12,708.80		\$ 12,708.80	0	\$ -
	TEMPORARY CONSTRUCTION ENTRANCE- MAINTAINED	LUMP SUM		\$ 2,710.00	\$2,710.00		\$ 2,710.00		\$ 2,710.00	0	\$ -
	SEDIMENT CONTROL LOG - MAINTAINED	LI FT	1760	\$ 3.00	\$5,280.00		\$ -		\$ -	0	\$ -
	SILT FENCE, TYPE MS - MAINTAINED	US IT	5276	\$ 2.35	\$12,398.60	5389	\$ 12,664.15	5389	\$ 12,664.15	0	\$ -
	MNDOT SEED MIX 21-112 AND STRAW MULCH	ACRE	23.4	\$ 618.00	\$14,461.20	11.5	\$ 7,107.00	11.5	\$ 7,107.00	0	\$ -
	MNDOT SEED MIX 25-131	POUND	1746	\$ 7.00	\$12,222.00	1746	\$ 2,870.00	1746	\$ 2,870.00	0	\$ -
	MNDOT SEED MIX 33-261	POUND		\$ 22.70	\$2,338.10		\$ -		\$ -	0	\$ -
	MNDOT SEED MIX 34-171	POUND		\$ 92.80	\$278.40		\$ -		\$ -	0	\$ -
	MNDOT SEED MIX 35-241	POUND		\$ 18.60	\$669.60		\$ -		\$ -	0	\$ -
	SEEDING AND STRAW MULCH	ACRE	23	\$ 495.00	\$11,385.00		\$ 643.50		\$ 643.50	0	\$ -
	SEED AND OFF 25' BLANKET	S*YD	1800	\$ 1.55	\$2,790.00	2679	\$ 4,152.45	2679	\$ 4,152.45	0	\$ -
C01.1	Indirect; Supervision-Sond-Survey-Mobilization	LUMP SUM		\$ 25,550.00	\$25,550.00		\$ 25,550.00		\$ 25,550.00	0	\$ -
C01.2	Inefficiencies (Common Excavation Crew)	HOURL		\$ 1,425.00	\$31,350.00		\$ 31,350.00		\$ 31,350.00	0	\$ -
C01.3	Excavate and Stockpile Building A	CU YD	8380	\$ 3.95	\$33,101.00	8380	\$ 33,101.00	8380	\$ 33,101.00	0	\$ -
C01.4	Moisture Condition Stockpiled Materials	CU FT	8380	\$ 2.10	\$17,598.00	8380	\$ 17,598.00	8380	\$ 17,598.00	0	\$ -
<b>TOTAL CONTRACT AMOUNT</b>					<b>\$1,451,685.40</b>		<b>\$1,258,341.60</b>		<b>\$1,258,341.60</b>	<b>\$0.00</b>	

GENERAL CONTRACTOR	COMPLETED TO DATE	LESS PREVIOUS PAYMENTS	PAYMENT REQUESTS
Park Construction Company 1481 81st Ave NE Minneapolis, MN 55432	Subtotal, \$1,258,341.60 Solo Retainage: \$ 62,917.08 Total: \$ 1,195,424.52	Subtotal: \$ 1,258,341.60 5% Retainage: \$ 62,917.08 Total: \$ 1,195,424.52	Subtotal: (Reduction to 1% retainage) Total: \$ 50,333.66





# CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

APPLICATION NO: 10

Contractor's signed certification is attached.

APPLICATION DATE: 02/26/24

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 02/29/24

Use Column I on Contracts where variable retainage for line items may apply.

ENGINEER'S PROJECT NO: 173420014

A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
1	Insurance	\$100,000.00	\$100,000.00			\$100,000.00	100.00%		
2	Bonds	\$100,000.00	\$100,000.00			\$100,000.00	100.00%		
3	Mobilization	\$350,000.00	\$350,000.00			\$350,000.00	100.00%		
4	Demobilization	\$50,000.00						\$50,000.00	
5	Supervision	\$220,000.00	\$120,000.00	\$10,000.00		\$130,000.00	59.09%	\$90,000.00	
6	Layout/Surveying	\$15,000.00	\$8,500.00	\$1,000.00		\$9,500.00	63.33%	\$5,500.00	
7	Testing	\$25,000.00	\$14,000.00	\$2,000.00		\$16,000.00	64.00%	\$9,000.00	
8	Temporary Facilities	\$20,000.00	\$10,000.00	\$2,000.00		\$12,000.00	60.00%	\$8,000.00	
9	Winter Conditions	\$50,000.00	\$25,000.00	\$15,000.00		\$40,000.00	80.00%	\$10,000.00	
10	Safety	\$10,000.00	\$4,000.00	\$500.00		\$4,500.00	45.00%	\$5,500.00	
11	Weekly Cleanup (Labor)	\$10,000.00	\$4,000.00	\$500.00		\$4,500.00	45.00%	\$5,500.00	
12	Weekly Cleanup (Material)	\$10,000.00	\$4,000.00	\$500.00		\$4,500.00	45.00%	\$5,500.00	
13	Final Facility Cleaning (L & M)	\$5,000.00						\$5,000.00	
14	Disinfection (L & M)	\$15,000.00						\$15,000.00	
15	Final System Startup	\$5,000.00						\$5,000.00	
16	Allowances	\$50,000.00						\$50,000.00	
17	Capital Purchase Agency Agreement Compliance	\$1,000.00						\$1,000.00	
18	Facility Record Documents	\$500.00						\$500.00	
19	Building Earthwork (L & M)	\$450,000.00	\$375,000.00	\$25,000.00		\$400,000.00	88.89%	\$50,000.00	
20	Watertightness Testing (L&M)	\$20,000.00	\$12,000.00			\$12,000.00	60.00%	\$8,000.00	
21	Structural Testing & Special Inspections (L&M)	\$25,000.00	\$15,000.00	\$4,000.00		\$19,000.00	76.00%	\$6,000.00	
22	Concrete: General Conditions (L)	\$100,000.00	\$80,000.00	\$5,000.00		\$85,000.00	85.00%	\$15,000.00	
23	Concrete: General Conditions (M)	\$100,000.00	\$80,000.00	\$5,000.00		\$85,000.00	85.00%	\$15,000.00	
24	Footings (L)	\$15,000.00						\$15,000.00	
25	Footings (M)	\$25,000.00						\$25,000.00	
26	Waterstop (L)	\$20,000.00	\$16,500.00	\$2,000.00		\$18,500.00	92.50%	\$1,500.00	
27	Waterstop (M)	\$20,000.00	\$20,000.00			\$20,000.00	100.00%		
28	Detention Tank Walls (L)	\$80,000.00	\$80,000.00			\$80,000.00	100.00%		
29	Detention Tank Walls (M)	\$80,000.00	\$80,000.00			\$80,000.00	100.00%		
30	Detention Tank Base Slab (L)	\$70,000.00	\$70,000.00			\$70,000.00	100.00%		
31	Detention Tank Base Slab (M)	\$70,000.00	\$70,000.00			\$70,000.00	100.00%		
32	Filter Room Base Slab (L)	\$90,000.00	\$90,000.00			\$90,000.00	100.00%		
33	Filter Room Base Slab (M)	\$90,000.00	\$90,000.00			\$90,000.00	100.00%		
34	Filter Room Walls (L)	\$70,000.00	\$70,000.00			\$70,000.00	100.00%		
35	Filter Room Walls (M)	\$70,000.00	\$70,000.00			\$70,000.00	100.00%		
36	Lower Level Base Slab (L)	\$130,000.00	\$130,000.00			\$130,000.00	100.00%		
37	Lower Level Base Slab (M)	\$130,000.00	\$130,000.00			\$130,000.00	100.00%		



# CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

APPLICATION NO: 10

Contractor's signed certification is attached.

APPLICATION DATE: 02/26/24

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 02/29/24

Use Column I on Contracts where variable retainage for line items may apply.

ENGINEER'S PROJECT NO: 173420014

A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
38	Main Level Base Slab (L)	\$90,000.00	\$90,000.00			\$90,000.00	100.00%		
39	Main Level Base Slab (M)	\$90,000.00	\$90,000.00			\$90,000.00	100.00%		
40	Main Level Walls (L)	\$80,000.00		\$20,000.00		\$20,000.00	25.00%	\$60,000.00	
41	Main Level Walls (M)	\$80,000.00	\$20,000.00	\$20,000.00		\$40,000.00	50.00%	\$40,000.00	
42	Upper Level Concrete Decks (L)	\$130,000.00		\$20,000.00		\$20,000.00	15.38%	\$110,000.00	
43	Upper Level Concrete Decks (M)	\$130,000.00	\$20,000.00	\$20,000.00		\$40,000.00	30.77%	\$90,000.00	
44	Topping Slabs (L)	\$40,000.00		\$5,000.00		\$5,000.00	12.50%	\$35,000.00	
45	Topping Slabs (M)	\$40,000.00	\$5,000.00	\$5,000.00		\$10,000.00	25.00%	\$30,000.00	
46	Sidewalks (L & M)	\$10,000.00						\$10,000.00	
47	Misc. Walls (L)	\$5,000.00						\$5,000.00	
48	Misc. Walls (M)	\$5,000.00						\$5,000.00	
49	Building Reinforcing Steel (L)	\$60,000.00	\$60,000.00			\$60,000.00	100.00%		
50	Building Reinforcing Steel (M)	\$60,000.00	\$60,000.00			\$60,000.00	100.00%		
51	Precast Plank – (L)	\$25,000.00						\$25,000.00	
52	Precast Plank – (M)	\$100,000.00						\$100,000.00	
53	Rub/Patch Walls (L & M)	\$40,000.00	\$4,000.00	\$3,000.00		\$7,000.00	17.50%	\$33,000.00	
54	Misc. Concrete (L & M)	\$5,000.00						\$5,000.00	
55	Water Cure (L & M)	\$5,000.00	\$3,500.00	\$500.00		\$4,000.00	80.00%	\$1,000.00	
56	Clearwell Bottom Slab (L)	\$80,000.00	\$80,000.00			\$80,000.00	100.00%		
57	Clearwell Bottom Slab (M)	\$80,000.00	\$80,000.00			\$80,000.00	100.00%		
58	Clearwell Walls (L)	\$80,000.00	\$80,000.00			\$80,000.00	100.00%		
59	Clearwell Walls (M)	\$80,000.00	\$80,000.00			\$80,000.00	100.00%		
60	Clearwell Deck (L)	\$80,000.00	\$80,000.00			\$80,000.00	100.00%		
61	Clearwell Deck (M)	\$80,000.00	\$80,000.00			\$80,000.00	100.00%		
62	Clearwell Reinforcing Steel (L)	\$60,000.00	\$60,000.00			\$60,000.00	100.00%		
63	Clearwell Reinforcing Steel (M)	\$60,000.00	\$60,000.00			\$60,000.00	100.00%		
64	Backwash Tank Bottom Slab (L)	\$60,000.00	\$60,000.00			\$60,000.00	100.00%		
65	Backwash Tank Bottom Slab (M)	\$60,000.00	\$60,000.00			\$60,000.00	100.00%		
66	Backwash Tank Walls (L)	\$70,000.00	\$70,000.00			\$70,000.00	100.00%		
67	Backwash Tank Walls (M)	\$70,000.00	\$70,000.00			\$70,000.00	100.00%		
68	Backwash Tank Deck (L)	\$50,000.00	\$50,000.00			\$50,000.00	100.00%		
69	Backwash Tank Deck (M)	\$50,000.00	\$50,000.00			\$50,000.00	100.00%		
70	Backwash Tank Reinforce Steel (L)	\$40,000.00	\$40,000.00			\$40,000.00	100.00%		
71	Backwash Tank Reinforce Steel(M)	\$40,000.00	\$40,000.00			\$40,000.00	100.00%		
72	Concrete Outfall Structure (L)	\$5,000.00						\$5,000.00	
73	Concrete Outfall Structure (M)	\$5,000.00						\$5,000.00	
74	Masonry: General Conditions (L)	\$15,000.00						\$15,000.00	

# CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

APPLICATION NO: 10

Contractor's signed certification is attached.

APPLICATION DATE: 02/26/24

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 02/29/24

Use Column I on Contracts where variable retainage for line items may apply.

ENGINEER'S PROJECT NO: 173420014

A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
75	Masonry: General Conditions (M)	\$125,000.00						\$125,000.00	
76	Masonry: Exterior (L)	\$225,000.00						\$225,000.00	
77	Masonry: Exterior (M)	\$150,000.00						\$150,000.00	
78	Cavity Wall Insulation (L)	\$10,000.00						\$10,000.00	
79	Cavity Wall Insulation (M)	\$10,000.00						\$10,000.00	
80	Masonry: Interior (L)	\$65,000.00						\$65,000.00	
81	Masonry: Interior (M)	\$65,000.00						\$65,000.00	
82	Metals: General Conditions (L)	\$15,000.00	\$4,500.00	\$1,000.00		\$5,500.00	36.67%	\$9,500.00	
83	Metals: General Conditions (M)	\$175,000.00	\$52,500.00	\$25,000.00		\$77,500.00	44.29%	\$97,500.00	
84	Exterior Handrails/Stairs/Ladders (L & M)	\$25,000.00						\$25,000.00	
85	Interior Handrails/Stairs/Ladders (L&M)	\$45,000.00						\$45,000.00	
86	Metal Grating (L)	\$25,000.00						\$25,000.00	
87	Misc. Metals (L)	\$25,000.00						\$25,000.00	
88	Interior Access Hatches (L & M)	\$5,000.00						\$5,000.00	
89	Exterior Access Hatches (L & M)	\$5,000.00						\$5,000.00	
90	Wood Trusses (L)	\$20,000.00						\$20,000.00	
91	Wood Trusses (M)	\$30,000.00						\$30,000.00	
92	Rough Carpentry (L)	\$65,000.00						\$65,000.00	
93	Rough Carpentry (M)	\$35,000.00						\$35,000.00	
94	Finish Carpentry (L)	\$15,000.00						\$15,000.00	
95	Finish Carpentry (M)	\$15,000.00						\$15,000.00	
96	Plastic Fabrication (L)	\$1,500.00						\$1,500.00	
97	Plastic Fabrication (M)	\$1,500.00						\$1,500.00	
98	Fiberglass Grating (L)	\$8,500.00						\$8,500.00	
99	Fiberglass Grating (M)	\$25,000.00						\$25,000.00	
100	Dampproofing (L & M)	\$45,000.00						\$45,000.00	
101	Membrane Waterproofing (L&M)	\$125,000.00	\$80,000.00	\$15,000.00		\$95,000.00	76.00%	\$30,000.00	
102	Fluid Applied Waterproofing (L & M)	\$45,000.00						\$45,000.00	
103	Clearwell Insulation (L & M)	\$35,000.00	\$32,500.00	\$2,500.00		\$35,000.00	100.00%		
104	Backwash Tank Insulation (L & M)	\$35,000.00	\$32,500.00	\$2,500.00		\$35,000.00	100.00%		
105	Building Perimeter Insulation (L & M)	\$35,000.00	\$10,000.00	\$5,000.00		\$15,000.00	42.86%	\$20,000.00	
106	Translucent Wall Panels (L & M)	\$45,000.00						\$45,000.00	
107	Fiber Cement Siding (L&M)	\$45,000.00						\$45,000.00	
108	TPO Roofing (L&M)	\$181,000.00						\$181,000.00	
109	Firestopping (L & M)	\$5,000.00						\$5,000.00	
110	Metal Roofing (L & M)	\$125,000.00						\$125,000.00	
111	Metal Roofing Flashing & Trim (L&M)	\$15,000.00						\$15,000.00	

# CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

APPLICATION NO: 10

Contractor's signed certification is attached.

APPLICATION DATE: 02/26/24

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 02/29/24

Use Column I on Contracts where variable retainage for line items may apply.

ENGINEER'S PROJECT NO: 173420014

A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
112	Snow Retention System (L&M)	\$5,000.00						\$5,000.00	
113	Joint Sealers (L & M)	\$35,000.00						\$35,000.00	
114	Steel Doors and Frames (L)	\$25,000.00						\$25,000.00	
115	Steel Doors and Frames (M)	\$45,000.00						\$45,000.00	
116	FRP Doors and Frames (L)	\$7,000.00						\$7,000.00	
117	FRP Doors and Frames (M)	\$45,000.00						\$45,000.00	
118	Door Hardware (L&M)	\$20,000.00						\$20,000.00	
119	Overhead Doors (L&M)	\$27,000.00						\$27,000.00	
120	Painting (L&M)	\$264,000.00						\$264,000.00	
121	Windows (L & M)	\$25,000.00						\$25,000.00	
122	Gypsum Drywall (L & M)	\$5,000.00						\$5,000.00	
123	Acoustical Ceilings (L & M)	\$3,500.00						\$3,500.00	
124	Floor Treatment (L&M)	\$1,500.00						\$1,500.00	
125	Concrete and Masonry Sealer (L)	\$1,500.00						\$1,500.00	
126	Concrete and Masonry Sealer (M)	\$1,500.00						\$1,500.00	
127	Painting (L)	\$500.00						\$500.00	
128	Painting (M)	\$500.00						\$500.00	
129	Louvers/Vents (L & M)	\$13,000.00						\$13,000.00	
130	Signs (L & M)	\$5,000.00						\$5,000.00	
131	Subgrade Preparation (L)	\$15,000.00						\$15,000.00	
132	Aggregate Base (L & M)	\$25,000.00						\$25,000.00	
133	Site Preparation (L & M)	\$15,000.00						\$15,000.00	
134	Underground Water Main (L & M)	\$350,000.00	\$75,000.00	\$45,000.00		\$120,000.00	34.29%	\$230,000.00	
135	Water Main Valves and Hydrant (L & M)	\$35,000.00		\$15,000.00		\$15,000.00	42.86%	\$20,000.00	
136	Storm Sewer (L&M)	\$125,000.00						\$125,000.00	
137	Sanitary Sewer (L & M)	\$350,000.00	\$125,000.00	\$175,000.00		\$300,000.00	85.71%	\$50,000.00	
138	Irrigation (L&M)	\$25,000.00						\$25,000.00	
139	Dewatering (L&M)	\$50,000.00	\$30,000.00	\$5,000.00		\$35,000.00	70.00%	\$15,000.00	
140	Erosion & Sediment Control (L&M)	\$5,000.00	\$5,000.00			\$5,000.00	100.00%		
141	Riprap (L&M)	\$5,000.00						\$5,000.00	
142	Flexible Paving (L&M)	\$95,000.00						\$95,000.00	
143	Concrete Paving (L&M)	\$35,000.00						\$35,000.00	
144	Concrete Curb & Gutter (L&M)	\$25,000.00						\$25,000.00	
145	Pavement Markings (L&M)	\$2,000.00						\$2,000.00	
146	Fences & Gates (L&M)	\$20,000.00						\$20,000.00	
147	Seeding & Restoration (L&M)	\$35,000.00						\$35,000.00	
148	Vegetation Establishment & Maintenance (L&M)	\$5,000.00						\$5,000.00	

# CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

APPLICATION NO: 10

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APPLICATION DATE: 02/26/24

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PERIOD TO: 02/29/24

Use Column I on Contracts where variable retainage for line items may apply.

ENGINEER'S PROJECT NO: 173420014

A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
149	Plants (L&M)	\$35,000.00						\$35,000.00	
150	Filter Equipment (L)	\$50,000.00						\$50,000.00	
151	Filter Equipment (M)	\$850,000.00	\$70,352.64			\$70,352.64	8.28%	\$779,647.36	
152	Filter Controls (L)	\$50,000.00						\$50,000.00	
153	Filter Controls (M)	\$50,000.00						\$50,000.00	
154	Filter System Startup	\$2,500.00						\$2,500.00	
155	Filter Equipment O&M's	\$500.00						\$500.00	
156	High Service Pumps (L)	\$15,000.00						\$15,000.00	
157	High Service Pumps (M)	\$150,000.00						\$150,000.00	
158	High Service Pumps O&M's	\$500.00						\$500.00	
159	High Service Pumps Testing and Startup	\$2,500.00						\$2,500.00	
160	Backwash Pump (L)	\$5,000.00						\$5,000.00	
161	Backwash Pump (M)	\$55,000.00						\$55,000.00	
162	Backwash Pump Testing and Startup	\$2,500.00						\$2,500.00	
163	Backwash Pump O&M's	\$500.00						\$500.00	
164	Well Pump (L)	\$5,000.00						\$5,000.00	
165	Well Pump (M)	\$45,000.00	\$30,000.00			\$30,000.00	66.67%	\$15,000.00	
166	Well Pump Testing and Startup	\$5,000.00						\$5,000.00	
167	Well Pump O&M's	\$500.00						\$500.00	
168	Valve Vault (L)	\$15,000.00						\$15,000.00	
169	Valve Vault (M)	\$15,000.00						\$15,000.00	
170	Pre-Engineered Building (L)	\$15,000.00						\$15,000.00	
171	Pre-Engineered Building (M)	\$450,000.00						\$450,000.00	
172	Submersible Pumps (L)	\$5,000.00						\$5,000.00	
173	Submersible Pumps (M)	\$20,000.00						\$20,000.00	
174	Submersible Pumps Testing and Startup	\$500.00						\$500.00	
175	Submersible Pumps O&M's	\$250.00						\$250.00	
176	Potassium Permanganate Feed Equipment (L)	\$5,000.00						\$5,000.00	
177	Potassium Permanganate Equipment (M)	\$20,000.00						\$20,000.00	
178	Potassium Permanganate Feed Equipment Startup	\$1,000.00						\$1,000.00	
179	Potassium Permanganate Equipment O&M's	\$500.00						\$500.00	
180	Chlorine Gas Feed Equipment (L)	\$5,000.00						\$5,000.00	
181	Chlorine Gas Equipment (M)	\$20,000.00						\$20,000.00	
182	Chlorine Gas Feed Equipment Startup	\$1,000.00						\$1,000.00	
183	Chlorine Gas Equipment O&M's	\$500.00						\$500.00	
184	Polyphosphate Feed Equipment (L)	\$5,000.00						\$5,000.00	
185	Polyphosphate Feed Equipment (M)	\$20,000.00						\$20,000.00	

# CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

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APPLICATION DATE: 02/26/24

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PERIOD TO: 02/29/24

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ENGINEER'S PROJECT NO: 173420014

A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
186	Polyphosphate Feed Equipment Startup	\$1,000.00						\$1,000.00	
187	Polyphosphate Feed Equipment O&M's	\$500.00						\$500.00	
188	Fluoride Feed Equipment (L)	\$5,000.00						\$5,000.00	
189	Fluoride Feed Equipment (M)	\$20,000.00						\$20,000.00	
190	Fluoride Feed Equipment Startup	\$1,000.00						\$1,000.00	
191	Fluoride Feed Equipment O&M's	\$500.00						\$500.00	
192	Initial Supply of Chemicals (L&M)	\$15,000.00						\$15,000.00	
193	Blower (L)	\$5,000.00						\$5,000.00	
194	Blower (M)	\$35,000.00						\$35,000.00	
195	Blower Startup	\$1,000.00						\$1,000.00	
196	Blower O&M's	\$500.00						\$500.00	
197	Blower Vibration Tests	\$250.00						\$250.00	
198	Cranes, Hoists, Lifting Hooks (L&M)	\$5,000.00	\$2,500.00			\$2,500.00	50.00%	\$2,500.00	
199	Window Treatments (L & M)	\$500.00						\$500.00	
200	Lab Furniture (L & M)	\$1,000.00						\$1,000.00	
201	Magnetic Flow Meters (L&M)	\$5,000.00						\$5,000.00	
202	Magnetic Flow Meters Startup	\$500.00						\$500.00	
203	Magnetic Flow Meters O&M's	\$500.00						\$500.00	
204	Mechanical: General Conditions	\$50,000.00	\$9,000.00	\$5,000.00		\$14,000.00	28.00%	\$36,000.00	
205	Metallic Process Pipe/Fittings (L)	\$850,000.00	\$60,000.00	\$15,000.00		\$75,000.00	8.82%	\$775,000.00	
206	Metallic Process Pipe/Fittings (M)	\$2,375,000.00	\$1,025,000.00	\$225,000.00		\$1,250,000.00	52.63%	\$1,125,000.00	
207	Plastic Process Piping/Fittings (M)	\$150,000.00						\$150,000.00	
208	Plastic Process Piping/Fittings (M)	\$150,000.00						\$150,000.00	
209	Pipe Identification (L)	\$5,000.00						\$5,000.00	
210	Pipe Identification (M)	\$5,000.00						\$5,000.00	
211	Valves and Accessories (L)	\$25,000.00						\$25,000.00	
212	Valves and Accessories (M)	\$85,000.00	\$20,000.00	\$20,000.00		\$40,000.00	47.06%	\$45,000.00	
213	Gauges (L)	\$5,000.00						\$5,000.00	
214	Gauges (M)	\$5,000.00						\$5,000.00	
215	Record Plan Process Drawings	\$250.00						\$250.00	
216	Pipe Insulation (L & M)	\$35,000.00						\$35,000.00	
217	Sanitary Below Ground (L)	\$45,000.00	\$45,000.00			\$45,000.00	100.00%		
218	Sanitary Below Ground (M)	\$45,000.00	\$45,000.00			\$45,000.00	100.00%		
219	Sanitary Above Ground (L)	\$55,000.00	\$4,000.00	\$2,000.00		\$6,000.00	10.91%	\$49,000.00	
220	Sanitary Above Ground (M)	\$55,000.00	\$7,000.00	\$5,000.00		\$12,000.00	21.82%	\$43,000.00	
221	Facility Storm Drainage (L)	\$35,000.00	\$25,000.00			\$25,000.00	71.43%	\$10,000.00	
222	Facility Storm Drainage (M)	\$35,000.00	\$35,000.00			\$35,000.00	100.00%		

# CONTINUATION SHEET

AIA DOCUMENT G703

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APPLICATION NO: 10  
 APPLICATION DATE: 02/26/24  
 PERIOD TO: 02/29/24  
 ENGINEER'S PROJECT NO: 173420014

A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
223	Water Piping (L)	\$45,000.00						\$45,000.00	
224	Water Piping (M)	\$45,000.00	\$5,000.00			\$5,000.00	11.11%	\$40,000.00	
225	Clean-Outs (L)	\$2,500.00	\$1,000.00	\$500.00		\$1,500.00	60.00%	\$1,000.00	
226	Clean-Outs (M)	\$2,500.00	\$2,500.00			\$2,500.00	100.00%		
227	Floor Drains (L)	\$5,000.00	\$3,500.00			\$3,500.00	70.00%	\$1,500.00	
228	Floor Drains (M)	\$15,000.00	\$15,000.00			\$15,000.00	100.00%		
229	Wall Hydrants (L)	\$5,000.00						\$5,000.00	
230	Wall Hydrants (M)	\$5,000.00						\$5,000.00	
231	Plumbing Fixtures (L)	\$5,000.00						\$5,000.00	
232	Plumbing Fixtures (M)	\$15,000.00						\$15,000.00	
233	Sump Pumps (L)	\$15,000.00	\$11,000.00			\$11,000.00	73.33%	\$4,000.00	
234	Sump Pumps (M)	\$25,000.00	\$19,000.00			\$19,000.00	76.00%	\$6,000.00	
235	Water Heaters (L)	\$5,000.00						\$5,000.00	
236	Water Heaters (M)	\$25,000.00						\$25,000.00	
237	Sample Taps, Lines and Valves (L)	\$5,000.00						\$5,000.00	
238	Sample Taps, Lines and Valves (M)	\$5,000.00						\$5,000.00	
239	Record Plumbing Drawings	\$250.00						\$250.00	
240	Sheet Metal (L)	\$155,000.00						\$155,000.00	
241	Sheet Metal (M)	\$25,000.00						\$25,000.00	
242	Chimneys (L)	\$5,000.00						\$5,000.00	
243	Chimneys (M)	\$5,000.00						\$5,000.00	
244	Dampers (L)	\$5,000.00						\$5,000.00	
245	Dampers (M)	\$5,000.00						\$5,000.00	
246	Duct Insulation (L & M)	\$25,000.00						\$25,000.00	
247	Grilles/Registers/Diffusers (L)	\$5,000.00						\$5,000.00	
248	Grilles/Registers/Diffusers (M)	\$5,000.00						\$5,000.00	
249	Fans (L)	\$5,000.00						\$5,000.00	
250	Fans (M)	\$5,000.00						\$5,000.00	
251	Fans Startup	\$250.00						\$250.00	
252	Fans O & M Manuals	\$250.00						\$250.00	
253	Rooflop Units (L)	\$5,000.00						\$5,000.00	
254	Rooflop Units (M)	\$25,000.00						\$25,000.00	
255	Unit Heaters (L)	\$5,000.00						\$5,000.00	
256	Unit Heaters (M)	\$25,000.00						\$25,000.00	
257	Unit Heaters Startup	\$250.00						\$250.00	
258	Unit Heaters O & M Manuals	\$250.00						\$250.00	
259	Dehumidifier (L)	\$50.00						\$50.00	

# CONTINUATION SHEET

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ENGINEER'S PROJECT NO: 173420014

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ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
260	Dehumidifier (M)	\$50.00						\$50.00	
261	Dehumidifier O&M's	\$50.00						\$50.00	
262	Dehumidifier Start Up	\$50.00						\$50.00	
263	Temperature Control (L & M)	\$15,000.00						\$15,000.00	
264	Temperature Controls Startup	\$5,000.00						\$5,000.00	
265	Temperature Controls O&M's	\$250.00						\$250.00	
266	Record HVAC Drawings	\$250.00						\$250.00	
267	Electrical: General Conditions	\$300,000.00	\$44,000.00	\$5,000.00		\$49,000.00	16.33%	\$251,000.00	
268	Temporary Electrical	\$50,000.00	\$50,000.00			\$50,000.00	100.00%		
269	Plant Controls (L)	\$65,000.00						\$65,000.00	
270	Plant Controls (M)	\$125,000.00						\$125,000.00	
271	Interior Fixtures and Lamps (L)	\$22,000.00						\$22,000.00	
272	Interior Fixtures and Lamps (M)	\$35,000.00						\$35,000.00	
273	Exterior Fixtures and Lamps (L)	\$5,000.00						\$5,000.00	
274	Exterior Fixtures and Lamps (M)	\$10,000.00						\$10,000.00	
275	Distribution Equipment (L)	\$125,000.00						\$125,000.00	
276	Distribution Equipment (M)	\$500,000.00	\$78,000.00			\$78,000.00	15.60%	\$422,000.00	
277	Branch/Feeder Circuits (L)	\$40,000.00	\$15,000.00	\$5,000.00		\$20,000.00	50.00%	\$20,000.00	
278	Branch/Feeder Circuits (M)	\$25,000.00	\$7,500.00	\$5,000.00		\$12,500.00	50.00%	\$12,500.00	
279	Generator (L)	\$10,000.00						\$10,000.00	
280	Generator (M)	\$125,000.00						\$125,000.00	
281	Fire Alarm (L&M)	\$1,000.00						\$1,000.00	
282	Security (L&M)	\$15,000.00						\$15,000.00	
283	Telephone (L&M)	\$5,000.00						\$5,000.00	
284	Card Access System (L&M)	\$15,000.00						\$15,000.00	
285	Plant Controls (L)	\$35,000.00						\$35,000.00	
286	Plant Controls (M)	\$125,000.00						\$125,000.00	
287	Computer Equipment (L&M)	\$70,000.00						\$70,000.00	
288	Electrical Record Drawings	\$500.00						\$500.00	
289	Plant Controls (M)	\$5,000.00						\$5,000.00	
290	Remote Site RTU's (L)	\$5,000.00						\$5,000.00	
291	Remote Site RTU's (M)	\$5,000.00						\$5,000.00	
292	Facility Controls Startup (L&M)	\$5,000.00						\$5,000.00	
293	Record Plant Control Documents	\$500.00						\$500.00	
294	Record Electrical Conduit and Wire Drawings	\$500.00						\$500.00	
295	Change Orders	\$0.00							

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 ENGINEER'S PROJECT NO: 173420014

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
<b>GRAND TOTALS</b>		\$16,728,200.00	\$5,686,852.64	\$744,500.00	\$0.00	\$6,431,352.64		\$10,296,847.36	

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity





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To:	Kevin Mattson, PE, PW Director	From:	Ash Hammerbeck, PE Steve Hegland, PE
File:	227704426	Date:	March 7, 2024

---

**Reference: Change Order No. 2 – Corcoran Water Treatment Plant****Council Action Requested**

Staff is recommending City Council approve Change Order #2 for the Corcoran Water Treatment Plant Project in the amount of \$41,010.06.

**Summary**

Due to environmental requirements along the trunk utility corridor, we are recommending having the contractor for the water treatment facility perform the tree removals along the trunk utility corridor which provides the utilities to support the facility before the end of March.

Attached to this memo is a figure showing the removal locations. The majority of the removals are just east of the water treatment facility and along with west side of County Road 116 within the Hope Church Development and were identified for removal with the development. There are ten trees along the utility corridor in the outlot of the Bellwether development which will be removed as well. They are mostly ash and basswood with one small maple and one small oak identified on the Bellwether tree survey.

**Engineer's Recommendation**

It is recommended that the City Council review and approve of the attached Change Order No. 2.







**CHANGE ORDER NO.: 2**

Owner:	City of Corcoran, Minnesota	Owner's Project No.:	
Engineer:	Stantec Consulting Services, Inc.	Engineer's Project No.:	227704426
Contractor:	Rice Lake Construction Group	Contractor's Project No.:	2305
Project:	Water Treatment Plant		
Contract Name:	City of Corcoran Water Treatment Plant		
Date Issued:	3/6/2024	Effective Date of Change Order:	_____

The Contract is modified as follows upon execution of this Change Order:

Description:

This change order covers the modifications associated with Change Order Proposal 6 for the Water Treatment Plant Project.

This includes the clearing and grubbing of additional trees necessary for the infrastructure to support the water treatment facility. This work will be completed by Rice Lake and their subcontractors as it needs to be completed in March due to environmental factors.

Attachments:

1. Change Order Proposal 6

**Change in Contract Times**  
[State Contract Times as either a specific date or a number of days]

<b>Change in Contract Price</b>	<b>Change in Contract Times</b> [State Contract Times as either a specific date or a number of days]
Original Contract Price: \$ 16,728,200.00	Original Contract Times: Substantial Completion: December 31, 2024 Ready for final payment: March 1, 2025
Previously approved Change Orders: \$ 19,659.80	No previously approved Change Orders: Substantial Completion: 0 days Ready for final payment: 0 days
Contract Price prior to this Change Order: \$ 16,747,859.80	Contract Times prior to this Change Order: Substantial Completion: December 31, 2024 Ready for final payment: March 1, 2025
Increase this Change Order: \$ 41,010.06	Increase this Change Order: Substantial Completion: 0 days Ready for final payment: 0 days
Contract Price incorporating this Change Order: \$ 16,788,869.86	Contract Times with all approved Change Orders: Substantial Completion: December 31, 2024 Ready for final payment: March 1, 2025

Recommended by Engineer  
**Stantec Consulting Services Inc.**

Accepted by Contractor  
**Rice Lake Construction Group**

By: Steven Hegdal  
Title: Project Engineer  
Date: 3-8-24

**Mark Hinsz**  
Digitally signed by Mark Hinsz  
DN: C=US,  
E=mark\_hinsz@ricelake.org,  
O=Rice Lake Construction  
Group, CN=Mark Hinsz  
Date: 2024.03.08  
09:29:49-06'00'

Authorized by Owner  
**City of Corcoran**

By: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

## STAFF REPORT

Agenda Item: 7j.

<b>Council Meeting:</b> March 14, 2024	<b>Prepared By:</b> Kevin Mattson
<b>Topic:</b> City Hall – Utility Service Connections	<b>Action Required:</b> Approval

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### Summary

On August 24, 2023, the Council approved the City Center Drive & 79<sup>th</sup> Place – Street & Utility Improvements project which included sewer and water improvements at the City Hall property.

Staff has identified the remaining work items necessary to complete the utility service connections to the City Hall facility including permits, fees, and quoted services.

- City Permits/Fees – 1 unit applied for existing structures unless otherwise noted
  - Sewer/Water Permit - \$200.00
  - Plumbing Permit - \$219.90 (based on \$7,500 construction value)
  - Sewer Connection - \$1,318.40
  - Water Connection - \$1,332.82
  - Water meter - \$1,500.00
  - Sewer TLAC - \$7,621.91
  - Water SE TLAC - \$21,926.49
- Maple Grove Water Connection Fee - \$36,024.56 (2.86 acres)
- State Permits/Fees
  - State Plumbing Review - \$150.00
  - SAC - \$9,940 (4 units per MCES determination)
- Seal Existing Well Quote - \$4,200 (Stevens)
- Interior Plumbing Quote - \$7,445 (B&D Plumbing)

The estimated total cost to complete the utility service connections work is \$91,879.08.

Staff considered the viability of using the existing well for irrigation purposes, but after review is recommending sealing the well based on history of poor well performance, high maintenance costs, and unpermitted/illegal status in the MDH records.

### Financial/Budget

The project costs are eligible for ARPA funds. Staff are planning to provide a complete ARPA funding breakdown at an upcoming council meeting.

There will also be variable monthly sewer and water usage charges that will be incorporated into future facility budgets.

## **Options**

1. Authorize the City Hall - Utility Service Connections work as outlined in the staff report in the amount of \$91,879.08.
2. Decline.

## **Recommendation**

Authorize the City Hall - Utility Service Connections work as outlined in the staff report in the amount of \$91,879.08.

## **Council Action**

Consider a motion to authorize the City Hall - Utility Service Connections work as outlined in the staff report in the amount of \$91,879.08.

## **Attachments**

N/A



## STAFF REPORT

## Agenda Item 8a.

<b>Council Meeting:</b> March 14, 2024	<b>Prepared By:</b> Natalie Davis McKeown
<b>Topic:</b> Interim Ordinance Establishing a Development Moratorium within the Rural Commercial and Transitional Rural Commercial zoning districts	<b>Action Required:</b> Approval

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### Summary:

The City Council reviewed a concept plan at their regular meeting on February 8, 2024. This discussion evaluated the historical use of development rights in the Rural Commercial district and whether there is a desire to continue this practice or to let the underlying district lot standards prevail without the use of development rights to limit development intensity. The Council directed staff to clarify how development rights apply to Rural Commercial (CR) and Transitional Rural Commercial (TCR) properties. Additionally, Council directed staff to move forward with evaluating the underlying district standards to confirm development intensity is balanced with the permitted uses in the district.

In order to evaluate and process desired changes, staff recommend a development moratorium within the CR and TCR as an appropriate response to allow the City time to address inconsistencies in the Zoning Ordinance and consider changes to district standards. This will allow for Zoning Ordinance Amendments to be addressed in a timely fashion before further land use applications in these districts are processed. The proposed interim ordinance will protect the planning processes as well as the long-term health, safety, and welfare of the citizens of Corcoran. The maximum period of such a moratorium is one (1) year, but a moratorium may be lifted by Council action prior to this if the study is completed earlier. The proposed development moratorium will prohibit any new land use applications in these districts.

A moratorium does not impact applications which have received preliminary approval prior to its effective date. We also cannot use the moratorium to extend the 60-day review deadline on existing applications deemed complete. There are no complete applications in these districts at this time. If an incomplete application is deemed complete at this point, it can be denied based on the moratorium, but a formal denial will need to be made by the City. Once the moratorium is in effect, prohibited applications within these zoning districts will not be accepted.

### Recommendation:

Staff recommend adoption of Interim Ordinance 2024-515 establishing a 1-year development moratorium within the CR and TCR zoning districts.

**Attachments:**

1. Ordinance 2024-515
2. Summary Ordinance 2024-516
3. Copies of Public Hearing Notices
4. Map of the affected properties

**ORDINANCE NO. 2024-515**

**Motion By:**  
**Seconded By:**

**AN INTERIM ORDINANCE OF THE CITY OF CORCORAN, MINNESOTA PROHIBITING APPROVAL OF SUBDIVISION AND DEVELOPMENT APPLICATIONS WITHIN LANDS ZONED AND/OR GUIDED RURAL COMMERCIAL OR TRANSITIONAL RURAL COMMERCIAL OR THOSE LANDS PROPOSED TO BE GUIDED OR ZONED RURAL COMMERCIAL**

**THE CITY COUNCIL OF THE CITY OF CORCORAN, MINNESOTA, ORDAINS:**

Section 1. Recitals

1. The City Council is actively studying, and will continue to study, suitable comprehensive plan and zoning code standards to yield appropriate density and development intensity within lands zoned or guided Rural Commercial (CR), or those proposed to be so zoned or guided, within the City of Corcoran.
2. A moratorium on development and/or subdivision within such lands within the Corcoran city limits is needed to allow time to develop and finalize appropriate standards to ensure compatibility with other controls and appropriately designate proper and intended density and development intensity within the City’s Comprehensive Plan and zoning ordinances, and to provide improved guidance for future development within the City.

Section 2. Purpose and Intent. The City desires to conduct an in-depth study of the following:

Appropriate density and development intensity levels within lands guided or zoned CR and/or those lands proposed to be so zoned or guided to include, without limitation, consideration of appropriate lot sizes, lot standards, development rights map application or possible amendment and appropriate and proper allocation of development rights within such lands. The City will conduct a thorough review of any appropriate amendments to the City’s Comprehensive Plan, zoning ordinances, and/or development rights map.

Minnesota Statutes, Section 462.355 Subdivision 4 allows the City to adopt an interim ordinance to protect the City’s planning process and the health, safety and welfare of the citizens of the community. The City Council finds that it is necessary to adopt an interim ordinance to allow sufficient time for this study to be conducted to determine whether there is a need to amend the City’s official controls.

Section 3. Temporary Prohibition.

Pending the completion of the studies referred to above, and/or the corresponding repeal or expiration of this ordinance:

1. The City shall not accept, process, or approve any development, subdivision, or other platting application, site plan, or any other land use applications which affects lands zoned or guided Rural Commercial or Transitional Rural Commercial or which affects

**ORDINANCE NO. 2024-515**

lands proposed to be guided or zoned Rural Commercial within the City unless such application has received preliminary approval from the City; and

2. Corresponding building permits related to the prohibited applications set forth in Prohibition 1 not associated with a project that received preliminary approval prior to the effective date of this ordinance shall not be processed, approved, or accepted. However, this Prohibition 2 does not prohibit the issuance of building permits which are unrelated to a prohibited application and which propose to alter a structure existing as of the date of this ordinance but not expand or intensify the use of the structure. For illustration and not limitation, this shall include electrical permits and comparable applications.

Section 4. Effective Date. This Ordinance becomes effective from and after the date of its passage, and shall remain in effect until the earlier of either: 1) March 14, 2025; or 2) the date of acceptance of the above-named land use study by the City Council and the Council's corresponding repeal of this ordinance.

Adopted by City Council on the 14<sup>th</sup> day of March, 2024.

**VOTING AYE**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Vehrenkamp, Dean

**VOTING NAY**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Vehrenkamp, Dean

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**Tom McKee - Mayor**

**ATTEST:**

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**Michelle Friedrich – City Clerk**

**City Seal**

City of Corcoran  
County of Hennepin  
State of Minnesota

**ORDINANCE NO. 2024-516**

**Motion By:**  
**Seconded By:**

**SUMMARY OF ORDINANCE NO. 2024-515**

**AN INTERIM ORDINANCE OF THE CITY OF CORCORAN, MINNESOTA PROHIBITING APPROVAL OF NEW PLATS, SITE PLANS, AND OTHER LAND USE APPLICATIONS IN THE RURAL COMMERCIAL AND TRANSITIONAL RURAL COMMERCIAL DISTRICTS.**

Ordinance 2024-515 issues a moratorium on development applications for all new land use applications, including new plats and site plans, within the Rural Commercial (CR) and Transitional Rural Commercial (TCR) zoning districts of Corcoran, Minnesota pending the study of development density and intensity within the districts and amended standards within the Zoning Ordinance and Comprehensive Plan.

A printed copy of the complete ordinance is available for inspection by any person at City Hall during the City Clerk’s regular office hours.

**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 Ordinance is hereby declared adopted on this 14<sup>th</sup> day of March, 2024.

\_\_\_\_\_  
**Tom McKee - Mayor**

**ATTEST:**

\_\_\_\_\_  
**Michelle Friedrich – City Clerk**

*City Seal*



# CITY OF CORCORAN

8200 County Road 116 • Corcoran, MN 55340  
763-420-2288 • [www.corcoranmn.gov](http://www.corcoranmn.gov)

## **CITY OF CORCORAN NOTICE OF PUBLIC HEARING INTERIM ORDINANCE FOR UP TO A ONE (1) YEAR MORATORIUM ON DEVELOPMENT WITHIN THE RURAL COMMERCIAL AND TRANSITION RURAL COMMERCIAL ZONING DISTRICTS**

Notice is hereby given that the City Council will hold a public hearing at City Hall, 8200 County Road 116, on Thursday, March 14, 2024, at 7:00 PM or as soon thereafter as possible, to consider an interim ordinance that would establish up to a one (1) year moratorium on development applications for properties within the Rural Commercial and Transitional Rural Commercial zoning districts of Corcoran. The proposed interim ordinance and map of impacted properties is available at City Hall upon request.

The purpose of the moratorium would be to allow time to develop and finalize appropriate standards to ensure compatibility with other controls, appropriately designate proper and intended density and development intensity with the City's Comprehensive Plan and Zoning Ordinance, and to provide improved guidance for future development within the City.

It is possible that the study will be completed sufficiently in less than one (1) year, in which case it would be anticipated that the moratorium would be lifted before the expiration of one (1) year.

All persons wishing to speak on this item in-person will be heard. Comments may be submitted in writing prior to the meeting. Public meetings are viewable over Zoom. Any person wanting to monitor the meeting telephonically or virtually can do so by calling +1 312 626 6799 or visiting [www.zoom.us](http://www.zoom.us) and entering in the Meeting ID 821 6350 4979.

Those who are unable to attend the meeting in-person but wish to make a comment may submit a written comment to [mfriedrich@corcoranmn.gov](mailto:mfriedrich@corcoranmn.gov) by Monday, March 11, 2024. For additional information about the Council meeting, please visit [www.corcoranmn.gov](http://www.corcoranmn.gov).

*Natalie Davis McKeown*

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Natalie Davis McKeown  
Planner

March 5, 2024 and Reposted March 8, 2024

Date

Posted at the Corcoran City Office and the City's website on March 7, 2024  
Mailed Notice to Affected Property Owners



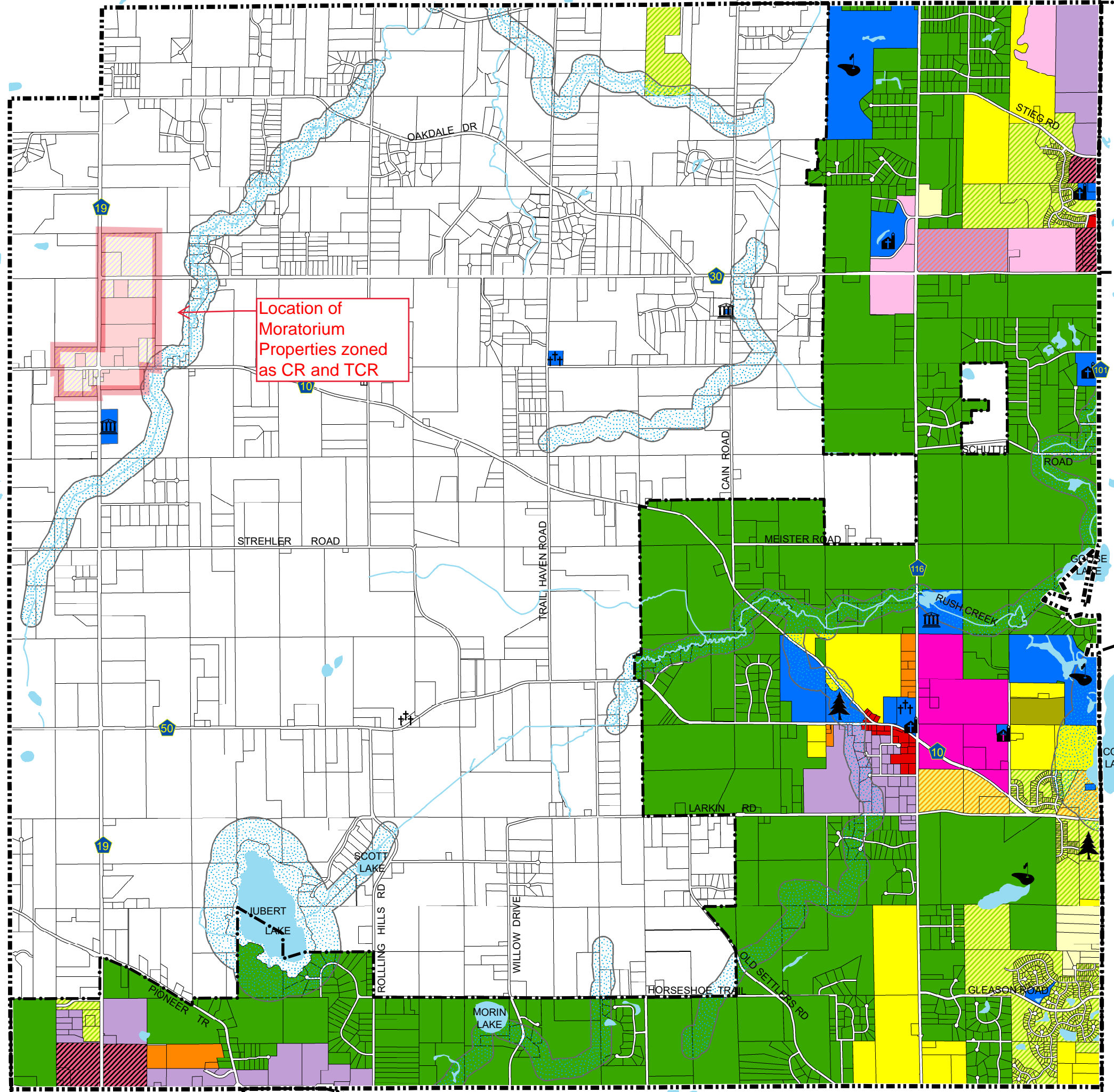
# CITY OF CORCORAN

## Official Zoning Map

### Zoning Districts:

- UR Urban Reserve
- RR Rural Residential
- RSF-1 Single Family Residential 1
- RSF-2 Single Family Residential 2
- RSF-3 Single and Two Family Residential 3
- RMF-1 Medium Density Residential
- RMF-2 Mixed Residential
- RMF-3 High Density Residential
- MP Manufactured Home Park
- P-1 Public / Institutional
- TCR Transitional Rural Commercial
- CR Rural Commercial
- C-1 Neighborhood Commercial
- C-2 Community Commercial
- DMU Downtown Mixed Use
- GMU General Mixed Use
- BP Business District
- I-1 Light Industrial
- PUD Planned Unit Development
- †† Cemetery
- ⛪ Church
- ⌂ Golf Course
- ⛳ Government Building
- 🌲 Public Park
- 2040 Metropolitan Urban Service Area
- City Limit
- Open Water
- Shoreland Overlay District

3,000 1,500 0 3,000 Feet



Location of  
Moratorium  
Properties zoned  
as CR and TCR

CITY OF GREENFIELD



**From:** [Stanchion Bar](#)  
**To:** [Michelle Friedrich](#)  
**Subject:** Re: Council Meeting March 14, 2024  
**Date:** Wednesday, March 6, 2024 10:53:03 AM

---

Hi Michelle,

I would like to be at the March 14th city council meeting please, regarding July 12/13 Rodeo weekend logistics at the Stanchion.

I am proposing to have a band again both nights. The bands would start at 9:30 and end at 12:45am. The rodeo does not wrap up until 10:00/10:30pm. With the cost of the bands. the circus tent, manpower this only makes sense to me.

Last year the music was done by 12:15 and a lot of people were leaving to go to the other bar that was having a band till 1:00 am. We will do the last call at 12:45am even though I do have a 2:00am license.

Uber drivers will be present again. I am working with St Thomas Church regarding parking. Last year I hired two Corcoran Police Officers, with the addition of two hired security officers.

I would like to keep with the Corcoran Police and I will work with them to provide however much security they want me to have.

The past two years have run smoothly, it was safe for everyone involved. There were no charges, it was a successful event for the bar and the Community.

Sincerely,

Kristy Monnens  
Stanchion Bar Inc.

On Tue, Mar 5, 2024 at 4:04 PM Michelle Friedrich <[mfriedrich@corcoranmn.gov](mailto:mfriedrich@corcoranmn.gov)> wrote:

Sounds good! Thanks Kristy!

***Michelle Friedrich***

City Clerk

**City of Corcoran**

8200 County Road 116, Corcoran, MN 55340

[www.corcoranmn.gov](http://www.corcoranmn.gov)

Direct: 763-400-7031 | Main: 763-420-2288

E: [mfriedrich@corcoranmn.gov](mailto:mfriedrich@corcoranmn.gov)



*City of Corcoran - A Hidden Gem Waiting To Be Discovered*

1.1 Senator ..... moves to amend S.F. No. 3303 as follows:

1.2 Delete everything after the enacting clause and insert:

1.3 "Section 1. **[462.3576] LIMITATION ON AESTHETIC MANDATES FOR CITIES.**

1.4 A home rule charter or statutory city must not condition approval of a residential building  
1.5 permit, subdivision development, or planned unit development on the use of one or more  
1.6 of the following:

1.7 (1) specific materials for aesthetic reasons for property used for a residential purpose as  
1.8 defined by the State Building Code;

1.9 (2) residential building or accessory structure to a residential building minimum square  
1.10 footage or floor area ratios;

1.11 (3) architectural design elements including, but not limited to, decks, balconies, porches,  
1.12 gables, roof pitch, and elevation design standards;

1.13 (4) garage square footage; or

1.14 (5) common space, pools, or any common property necessitating a homeowner's  
1.15 association.

1.16 **EFFECTIVE DATE.** This section is effective July 1, 2025."

1.17 Amend the title accordingly

# Office of the Revisor of Statutes

**HF 3168** Status in the **House** for the 93rd Legislature (2023 - 2024)

Current bill text: [As Introduced](#)  
[Version List](#)

Companion: [SF3303](#)  
[Companion Text](#)  
[Senate Search](#)

Revisor number: 23-02224

[Long Description](#)

[Further Committee Actions](#)

[House Research Summary](#)  
[Fiscal Notes](#)

## Description

Regulations on residential development limited.

## Authors (3)

[Nash](#); [Dotseth](#); [Mekeland](#)

## Actions

Separated

[Chronological](#)

## House

03/30/2023

Introduction and first reading, referred to [Housing Finance and Policy](#)

pg. [2539](#) [Intro](#)

# Office of the Revisor of Statutes

**SF 3303** as introduced - 93rd Legislature (2023 - 2024) Posted on 03/05/2024 09:46am

KEY: ~~stricken~~ = removed, old language. underscored = added, new language.

[Version List](#) [Authors and Status](#)

 Pdf  Rtf

Jump to page/line #

## Current Version - as introduced

A bill for an act

relating to housing; limiting regulations on certain residential development;  
proposing coding for new law in Minnesota Statutes, chapter 462.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

### Section 1. ~~[462.3575]~~ **LIMITING REGULATIONS ON RESIDENTIAL DEVELOPMENT.**

Subdivision 1. **Limitation on aesthetic mandates.** A municipality shall not condition approval of a building permit, subdivision development, or planned unit development on the use of specific materials, design, or other aesthetic conditions that are not required by the State Building Code under chapter 326B.

Subd. 2. **Limitation on square footage.** A municipality shall not impose a minimum square footage requirement.

Subd. 3. **Exception.** This section shall not apply to a proposed residential development that is to be developed by the municipality itself.

**EFFECTIVE DATE.** This section is effective the day following final enactment.

# Office of the Revisor of Statutes

<b>SF 3080</b> Status in the <b>Senate</b> for the 93rd Legislature (2023 - 2024)		
Current bill text: <a href="#">As Introduced</a> <a href="#">Version List</a>	Companion: <a href="#">HF2235</a> <a href="#">Companion Text</a> <a href="#">House Search</a>	Revisor number: 23-03716
<a href="#">Long Description</a>	<a href="#">Committee Hearings and Actions</a>	<a href="#">Senate Counsel &amp; Research Summary</a> <a href="#">Fiscal Notes</a>

## Description

Legalize Affordable Housing Act

## Authors (1)

[Draheim](#)

## Actions

Separated [Chronological](#)

### Senate

03/22/2023	Introduction and first reading	pg. <a href="#">2208</a> <a href="#">Intro</a>
03/22/2023	Referred to <a href="#">Housing and Homelessness Prevention</a>	
02/15/2024	Withdrawn and re-referred to <a href="#">State and Local Government and Veterans</a>	pg. <a href="#">11620</a>
03/04/2024	Withdrawn and re-referred to <a href="#">Housing and Homelessness Prevention</a>	pg. <a href="#">11923</a>

# Office of the Revisor of Statutes

## HF 2235 Status in the **House** for the 93rd Legislature (2023 - 2024)

Current bill text: [As Introduced](#)  
[Version List](#)

Companion: [SF3080](#)  
[Companion Text](#)  
[Senate Search](#)

Revisor number: 23-03716

[Long Description](#)

[Further Committee Actions](#)

[House Research Summary](#)  
[Fiscal Notes](#)

### Description

Legalizing Affordable Housing Act; land use and planning requirement provisions addressed.

### Authors (2)

[Elkins](#); [Pérez-Vega](#)

### Actions

Separated

[Chronological](#)

#### House

02/27/2023	Introduction and first reading, referred to <a href="#">Housing Finance and Policy</a>	pg. <a href="#">1148</a> <a href="#">Intro</a>
03/08/2023	Author added Pérez-Vega	pg. <a href="#">1466</a>
03/09/2023	Committee report, to adopt and re-refer to <a href="#">State and Local Government Finance and Policy</a>	pg. <a href="#">1497</a>

# Office of the Revisor of Statutes

HF 4009 1st Engrossment - 93rd Legislature (2023 - 2024) Posted on 03/07/2024 04:34pm

KEY: ~~stricken~~ = removed, old language. underscored = added, new language.

[Version List](#) [Authors and Status](#)



Jump to page/line #

## Current Version - 1st Engrossment

A bill for an act relating to local government; establishing minimum allowable densities on residential lots in cities; requiring the authorization of middle housing types to be built on residential lots; authorizing subdivision of residential lots; limiting parking requirements established by cities; requiring the Minnesota Housing Finance Agency to create a model ordinance for cities; limiting city aesthetic mandates on residential building permits; establishing requirements for multifamily residential developments in cities; proposing coding for new law in Minnesota Statutes, chapter 462.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

### Section 1. ~~[462.3571]~~ **MULTIFAMILY RESIDENTIAL DEVELOPMENTS.**

**Subdivision 1. Definitions.** ~~(a) For the purposes of this section, the following terms have the meanings given them.~~

~~(b) "Affordable housing development" means a multifamily residential development in which:~~

~~(1) at least 20 percent of the residential units are for households whose incomes do not exceed 50 percent of the area median income; or~~

~~(2) at least 40 percent of the residential units are for households whose incomes do not exceed 60 percent of the area median income.~~

~~The deed or declaration for an affordable residential unit must also contain a restrictive covenant requiring the property to remain affordable housing for at least 30 years.~~

~~(c) "City" means a home rule charter or statutory city.~~

~~(d) "Residential unit" means a residential dwelling for the use of a single owner or tenant.~~

~~(e) "Structure" means anything constructed or installed for residential or commercial use which requires a location on a parcel of land.~~

**Subd. 2. Multifamily residential developments.** ~~(a) Subject to compliance with all municipal standards, multifamily residential developments are a permitted use in any commercial zoning district. A multifamily residential development may not be constructed on a lot zoned for a single-family home unless otherwise authorized by law, rule, or ordinance.~~

~~(b) A multifamily residential development may be mixed use so long as at least 50 percent of the square footage of the development is dedicated to residential use.~~

**Subd. 3. Compliance with comprehensive plan; zoning.** ~~A multifamily residential development must be approved by a city if it is consistent with the comprehensive plan on the date of submission and complies with the requirements of this section and all state and municipal standards.~~

**Subd. 4. Applicable zoning standards.** ~~(a) A city may not impose more restrictive standards on a multifamily residential development than those that apply to property zoned for the current use of the parcel.~~

~~(b) A city must not impose a height requirement on a multifamily residential development that is less than the tallest structure within a one-quarter mile radius of the parcel on which the development will be built, or the maximum height permitted under the city's official controls, whichever is higher, so long as the maximum height of the development is no more than 150 feet.~~

(c) A city must not impose a setback requirement on a multifamily residential development that is less than the smallest minimum setback distance required of a structure within a one-quarter mile radius of the parcel on which the development will be built.

Subd. 5. **Parking requirements limited.** A city may not require more than one off-street parking space per residential unit.

Subd. 6. **Affordable housing development; height requirements.** (a) An affordable housing development must be permitted to exceed both a maximum height requirement and a maximum floor area ratio limitation imposed by city official controls as provided in paragraphs (b) and (c). The authority in paragraphs (b) and (c) that will produce the tallest development with the most number of affordable housing units on the parcel shall be applied to the affordable housing development.

(b) An affordable housing development may either:

(1) exceed the height requirement for the zoning district where the affordable housing development will be located by 35 feet in height; or

(2) match the maximum allowed height in any zoning district within one mile of the affordable housing development, so long as the maximum height is no more than 150 feet.

(c) An affordable housing development must be permitted to do one of the following, whichever results in the largest development:

(1) exceed the maximum density as permitted by city standards or the city's comprehensive plan by 30 percent;

(2) exceed the lot coverage ratio by 30 percent;

(3) exceed the floor area ratio by 30 percent; or

(4) exceed the maximum impervious lot coverage area by 30 percent.

Subd. 7. **Administrative review process.** (a) Notwithstanding any law, rule, or ordinance to the contrary, a city must establish an administrative review process for building permit applications for multifamily housing development projects. The administrative review process must review and approve or deny such building permit applications based on the application's conformity with the city's comprehensive plan, other applicable zoning requirements, and state law. An application may not be approved contingent on the development being a part of planned unit development, the approval of a conditional use permit, the completion of a study, or other condition that is not related to conformity with the city's comprehensive plan, zoning requirements, and state law.

(b) An application denial must be in writing and must describe the reasons for denial and the ways the application or development design can be amended to receive approval at a future date. Nothing in this subdivision prevents an applicant who received a denial from submitting a new application for the same multifamily housing development, which shall be treated as a new submission by the city.

(c) The administrative review process shall not involve a public hearing unless one is required by state or federal law. Approval or denial of an application does not require approval by the city council or a subcommittee of the council.

(d) An application subject to the administrative review process under this subdivision must be approved or disapproved within 60 days following the receipt by the city of a completed application by the applicant. If the city fails to approve or disapprove an application within 60 days, the application shall be deemed approved. The city may not request an extension for review of the application from the applicant.

(e) A city may request that an applicant incorporate certain design elements into the development that go beyond the criteria in state law and city official controls. The applicant may incorporate those elements in the design of the development but is not required to do so.

Subd. 8. **Local funds.** Notwithstanding any law, rule, or ordinance to the contrary, a city may not impose requirements on a multifamily housing development that are more restrictive than the requirements in this section if a multifamily housing development is funded in whole, or in part, with local funds or is located in a tax increment financing district or other special district created by the city.

**EFFECTIVE DATE.** This section is effective January 1, 2025.

## **Sec. 2. [462.3575] CITY MINIMUM RESIDENTIAL DENSITIES AND ASSOCIATED REQUIREMENTS.**

Subdivision 1. **Definitions.** (a) For the purposes of this section, the following terms have the meanings given them.

(b) "Accessory dwelling unit" means any building that contains one dwelling unit used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes and is located on the same property as an existing dwelling. An accessory dwelling unit may be attached or detached from the existing dwelling.

(c) "Affordable housing" means a residential dwelling unit affordable to households at or below 115 percent of the area median household income, for an owner-occupied unit, or at or below 60 percent of the area median household income, for a unit that is leased. The deed or declaration for the unit must also contain a restrictive covenant requiring the property to remain affordable housing for at least ten years, if the unit is owner-occupied, or at least 30 years if the unit is leased.



(d) "All-electric and efficient home" means a residential dwelling unit that utilizes electricity as its sole source of energy for heating, hot water heating, cooling, and appliances, and meets the most current minimum efficiency standards of a zero energy ready home under the Zero Energy Ready Home program administered by United States Department of Energy.

(e) "City" means a home rule charter or statutory city.

(f) "Cottage housing" means residential dwelling units on a lot with a common open space that either:

(1) is owned in common; or

(2) has units owned as condominium units with property owned in common and a minimum of 20 percent of the lot size as open space.

(g) "Courtyard apartment" means a building with up to four attached residential dwelling units arranged on two or three sides of a yard or garden.

(h) "Duplex" means a two family home, classified as an IRC-2 in the State Building Code and not meeting the definition of townhouse.

(i) "Fiveplex" means a building containing five residential dwelling units intended for nontransient occupancy and not meeting the definition of townhouse.

(j) "Fourplex" means a building containing four residential dwelling units intended for nontransient occupancy and not meeting the definition of townhouse.

(k) "Lot" means any contiguous parcel of land in the possession of, owned by, or recorded as the property of the same claimant or person.

(l) "Major transit stop" means a stop or station for a guideway or for a busway, as the terms are defined in section 473.4485, subdivision 1.

(m) "Metropolitan area" has the meaning under section 473.121, subdivision 2.

(n) "Middle housing" means buildings that are single-family detached homes and residential properties that are compatible in scale, form, and character with single-family detached homes. Middle housing includes all of the following housing types:

(1) duplexes;

(2) triplexes;

(3) fourplexes;

(4) fiveplexes;

(5) sixplexes;

(6) townhouses;

(7) stacked flats;

(8) courtyard apartments;

(9) cottage housing; and

(10) single-family detached homes.

(o) "Residential dwelling unit" or "unit" means a residential dwelling unit for the use of a single owner or tenant, and applies to any type of residential structure unless otherwise specified.

(p) "Single-family detached home" means any building that contains one residential dwelling unit used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes that is not attached to another structure.

(q) "Sixplex" means a building containing six residential dwelling units intended for nontransient occupancy and not meeting the definition of townhouse.

(r) "Stacked flat" means a nontransient residential building of no more than three stories on a lot zoned for residential development in which each floor is a residential dwelling unit.

(s) "Townhouse" means a single-family residential dwelling unit constructed in a group of three or more attached units in which each unit extends from the foundation to the roof and with open space on at least two sides. Each single-family residential dwelling unit shall be considered to be a separate building. Separate building service utilities shall be provided to each single-family residential dwelling unit when required by the Minnesota State Building Code.

(t) "Triplex" means a building containing three residential dwelling units intended for nontransient occupancy and not meeting the definition of townhouse.

**Subd. 2. Middle housing types permitted.** Any city in the metropolitan area and any city outside of the metropolitan area with a population of 10,000 or more must authorize at least six types of middle housing other than single-family detached homes to be built on residential lots in the city to achieve the density requirements in this section.

**Subd. 3. Cities of the first class; required residential densities.** (a) A city of the first class must permit the development of at least four residential dwelling units on any residential lot that is more than one-half mile from a major transit stop, unless one of the following criteria are met:

(1) if all of the units are all-electric and efficient homes, the city must permit the development of at least six residential dwelling units on the lot;

(2) if at least two of the units are affordable housing, the city must permit the development of at least six residential dwelling units on the lot; or

(3) if all of the units are all-electric and efficient homes and at least two of the units are also affordable housing, the city must permit the development of at least eight residential dwelling units on the lot.

(b) A city of the first class must permit the development of at least six residential dwelling units on any residential lot that is one-half mile or less from a major transit stop, unless one of the following criteria are met:

(1) if all of the units are all-electric and efficient homes, the city must permit the development of at least eight residential dwelling units on the lot;

(2) if at least two of the units are affordable housing, the city must permit the development of at least eight residential dwelling units on the lot; or

(3) if all of the units are all-electric and efficient homes and at least two of the units are also affordable housing, the city must permit the development of at least ten residential dwelling units on the lot.

(c) The requirements of this subdivision apply regardless of the types of middle housing authorized by the city under subdivision 2.

Subd. 4. **Greater Minnesota small cities; required residential densities.** A city with a population of less than 10,000 that is located outside of the metropolitan area must permit the development of at least two residential dwelling units on any residential lot.

Subd. 5. **Other cities; required residential densities.** (a) A city to which the requirements of subdivisions 3 and 4 do not apply must permit the development of at least two residential dwelling units on any residential lot that is more than one-half mile from a major transit stop, unless one of the following criteria are met:

(1) if all of the units are all-electric and efficient homes the city must permit the development of at least three residential dwelling units on the lot;

(2) if at least one of the units is affordable housing, the city must permit the development of at least three residential dwelling units on the lot; or

(3) if all of the units are all-electric and efficient homes and at least one of the units is also affordable housing, the city must permit the development of at least four residential dwelling units on the lot.

(b) A city subject to this subdivision must permit the development of at least four residential dwelling units on any residential lot that is one-half mile or less from a major transit stop, unless one of the following criteria are met:

(1) if all of the units are all-electric and efficient homes, the city must permit the development of at least six residential dwelling units on the lot;

(2) if at least two of the units are affordable housing, the city must permit the development of at least six residential dwelling units on the lot; or

(3) if all of the units are all-electric and efficient homes and at least two of the units are also affordable housing, the city must permit the development of at least eight residential dwelling units on the lot.

(c) The requirements of this subdivision apply regardless of the types of middle housing authorized by the city under subdivision 2.

Subd. 6. **Municipal standards.** (a) Any standards, performance conditions, or requirements imposed by a city for residential dwelling units permitted under subdivisions 3, 4, and 5 must directly relate to protecting public health, safety, and general welfare.

(b) A city may not use official controls to prohibit the application of this section, including imposing performance conditions, standards, requirements, ordinances, fees, exactions, and dedications on any residential dwelling unit or development that are more restrictive than those in this section or other law or rule.

Subd. 7. **Commercial district designation.** A city with a population of 10,000 or more that does not have a major transit stop within the boundaries of the city must designate the boundaries of at least one commercial district in the city. The commercial district must be adjacent to residential property. The boundaries of the commercial district must be treated as a major transit stop for the purposes of determining properties to which the densities in subdivisions 3 and 5 apply.

Subd. 8. **Accessory dwelling units authorized.** (a) An accessory dwelling unit may be built on any residential lot in a city, regardless of total lot size, street frontage, connectivity between the accessory dwelling unit and the primary dwelling on the lot, and whether the lot is occupied by the property owner, so long as the accessory dwelling unit is built in conformance with the Minnesota State Building Code.

(b) A city may permit more than one accessory dwelling unit to be built on a residential lot.

(c) An accessory dwelling unit qualifies as a residential dwelling unit for the purposes of subdivisions 3, 4, and 5.

Subd. 9. **Minimum lot size permitted.** (a) A city may, by ordinance, require a minimum lot size in accordance with this subdivision to which the density requirements of subdivisions 3 and 5 apply.

(b) A minimum lot size for a city of the first class must not be greater than:

(1) 2,500 square feet for a single-family detached home, duplex, triplex, fourplex, fiveplex, sixplex, stacked flat, and courtyard apartment; or

(2) 1,200 square feet for a townhome and cottage housing.

(c) A minimum lot size for a city subject to subdivision 5 must not be greater than:

(1) 4,000 square feet for a single-family detached home, duplex, triplex, fourplex, fiveplex, sixplex, stacked flat, and courtyard apartment; or

(2) 1,200 square feet for a townhome and cottage housing.

(d) This subdivision does not apply to a city located outside of the metropolitan area with a population of less than 10,000.

Subd. 10. **City official controls; limitations.** (a) City official controls establishing, directly or indirectly, the permitted size, scale, or form of a building may only impose the following limitations:

- (1) building height maximums;
- (2) yard or setback requirements;
- (3) maximum lot coverage;
- (4) impervious surface maximums;
- (5) lot width minimums;
- (6) lot area minimums; and
- (7) a maximum number of residential units per lot.

(b) City official controls must not impose architectural features, minimum square footage, garage square footage, or floor area ratios, and must not create practical difficulties in the placement of residential units on any lot.

(c) City official controls establishing, directly or indirectly, the maximum square footage, gross floor area, or other size standard for residential dwelling units must be increased by at least ten percent per single-family unit built on a lot where multiple single-family units will be developed. A city may opt not to adjust a height standard for single-family units entitled to other standard adjustments under this paragraph.

(d) A city must reduce a setback standard by at least one foot for an all-electric and efficient home.

Subd. 11. **Parking requirements limited.** (a) A city may not require off-street parking space for a residential dwelling unit that is one-half mile or less from a major transit stop.

(b) A city may not require more than one off-street parking space per residential dwelling unit that is over one-half mile from a major transit stop.

Subd. 12. **Affordable housing; replacement required.** Affordable housing on a residential lot may only be demolished, in whole or in part, for the construction of middle housing if the middle housing development will create at least as many affordable housing units as exist in the structure to be demolished.

Subd. 13. **Subdivision of lots permitted; administrative review process established.** (a) Notwithstanding any law, rule, or ordinance to the contrary, a city must permit a residential lot to which the density requirements of subdivisions 3, 4, and 5 apply to be subdivided in a manner that allows all units to be built on the property to be single-family detached homes.

(b) A residential lot created from the subdivision of property under paragraph (a) that is smaller than a minimum lot size required pursuant to subdivision 9 is not subject to the density requirements under subdivisions 3, 4, and 5.

(c) A city shall process an application to subdivide a residential lot in accordance with the procedures under subdivision 14.

Subd. 14. **Administrative design review process established.** (a) Notwithstanding section 462.358, subdivision 3b, or any other law, rule, or ordinance to the contrary, a city must establish an administrative design review process for building permits for middle housing development projects and subdivision applications under subdivision 13. The administrative review process must review and approve or deny such building permit and subdivision applications based on the application's alignment with the city's comprehensive plan and other applicable zoning requirements. The administrative review process shall not involve a public hearing unless one is required by state or federal law or the project involves or affects a lot located in a historic district under section 138.73. The city may hold a public hearing on a building permit or subdivision application under this section for requests for variances from city zoning requirements. Except as provided in paragraph (b), an application subject to the administrative design review process under this paragraph must be approved or disapproved within 60 days following the receipt by the city of a completed application by the applicant. If the city fails to approve or disapprove an application within 60 days, the application shall be deemed approved.

(b) A city must specify in writing all requirements for an application for a building permit for middle housing or for a subdivision to be considered complete. The written completion requirements must accompany each application.

(c) An applicant may direct the city to toll the 60-day review period for an application for a building permit for middle housing or for a subdivision application under subdivision 13. The applicant may also direct the city to begin to run the 60-day time period for an application that was previously tolled upon request by the applicant. A request under this paragraph must be in writing. A city may not charge a fee to the applicant for a request under this paragraph.

Subd. 15. **Model ordinance.** (a) On or before December 31, 2024, the commissioner of the Minnesota Housing Finance Agency must develop and publish a model ordinance for adoption by cities that addresses the requirements of this section. On or before July 1, 2025, a city must adopt the model ordinance under this subdivision or amend its official controls to be consistent with the requirements of this section as part of an alternative density plan under subdivision 16.

(b) The Minnesota Housing Finance Agency must convene an advisory group of stakeholders to provide information during the development of the model ordinance. The advisory group must represent expertise in city administration, housing affordability, housing

construction, municipal land use planning and zoning, and any other topics that the agency determines are necessary.

Subd. 16. **Alternative density plans.** A city may develop an alternative density plan and submit the plan to the commissioner of the Minnesota Housing Finance Agency for approval. The commissioner may approve an alternative density plan under this subdivision only if the city demonstrates that the plan will result in an equal or greater amount of middle housing production that would occur with the adoption of the model ordinance under subdivision 15. The commissioner must approve or disapprove an alternative density plan within 120 days of the day of receipt of the plan by the commissioner.

Subd. 17. **Exception.** Nothing in this section authorizes a residential dwelling unit that is prohibited by state or federal law, or an ordinance adopted pursuant to such a state or federal law, that protects floodplains, areas of critical concern, wild and scenic rivers, or that otherwise restrict residential dwelling units to protect the environment or scenic areas.

Subd. 18. **State Building Code; State Fire Code.** This section does not modify any requirement of the State Building Code or State Fire Code.

**EFFECTIVE DATE.** This section is effective July 1, 2025, except that subdivisions 1, 15, and 16 are effective July 1, 2024, and that subdivisions 4 and 5 are effective July 1, 2026.

Sec. 3. **[462.3576] LIMITATION ON AESTHETIC MANDATES FOR CITIES.**

A home rule charter or statutory city must not condition approval of a residential building permit, subdivision development, or planned unit development on the use of one or more of the following:

(1) specific materials for aesthetic reasons for property used for a residential purpose as defined by the State Building Code;

(2) minimum square footage or floor area ratios;

(3) architectural design elements including, but not limited to, decks, balconies, porches, gables, roof pitch, and elevation design standards;

(4) garage square footage; or

(5) common space, pools, or any common property necessitating a homeowner's association.

**EFFECTIVE DATE.** This section is effective July 1, 2024.

# Office of the Revisor of Statutes

## HF 4009 Status in the House for the 93rd Legislature (2023 - 2024)

<a href="#">Current bill text: 1st Engrossment</a> <a href="#">Add HF 4009 to MyBills</a> <a href="#">Version List</a> <a href="#">Long Description</a>	<a href="#">Companion: SF3964</a> <a href="#">Companion Text</a> <a href="#">Senate Search</a> <a href="#">Further Committee Actions</a>	<a href="#">Revisor number: 24-06653</a> <a href="#">House Research Summary</a> <a href="#">Fiscal Notes</a>
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### Description

Minimum allowable densities established on residential lots in cities, authorization of middle housing types to be built on residential lots required, subdivision of residential lots authorized, parking requirements established by cities limited, Minnesota Housing Finance Agency required to create model ordinance, city aesthetic mandates on residential building permits limited, and multifamily residential development requirements established.

### Authors (30)

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### Actions

- Separated
- Chronological

#### House

02/19/2024	Introduction and first reading, referred to <a href="#">Housing Finance and Policy</a>	pg. <a href="#">11288</a> <a href="#">Intro</a>
02/22/2024	Committee report, to adopt as amended and re-refer to <a href="#">State and Local Government Finance and Policy</a>	pg. <a href="#">11363a</a>
02/22/2024	Authors added Hassan, Garofalo, and McDonald	pg. <a href="#">11409</a>
02/26/2024	Authors added Xiong, Mekeland, Hemmingsen-Jaeger, Igo, Hicks, and Smith	pg. <a href="#">11476</a>
02/29/2024	Author stricken Clardy	pg. <a href="#">11523</a>
03/04/2024	Author added Zeleznikar	pg. <a href="#">11590</a>
03/07/2024	Authors stricken McDonald; Mekeland; Zeleznikar	pg. <a href="#">11712</a>
03/07/2024	Author added Curran	pg. <a href="#">11712</a>

## Office of the Revisor of Statutes

SF 3964 as introduced - 93rd Legislature (2023 - 2024) Posted on 03/05/2024 09:47am

KEY: ~~stricken~~ = removed, old language. underscored = added, new language.[Version List](#) [Authors and Status](#)Jump to page/line # 

A bill for an act

relating to local government; establishing minimum allowable densities on residential lots in cities; requiring the authorization of middle housing types to be built on residential lots; authorizing subdivision of residential lots; limiting parking requirements established by cities; requiring the Minnesota Housing Finance Agency to create a model ordinance for cities; limiting city aesthetic mandates on residential building permits; proposing coding for new law in Minnesota Statutes, chapter 462.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

**Section 1. [462.3575] CITY MINIMUM RESIDENTIAL DENSITIES AND ASSOCIATED REQUIREMENTS.**

Subdivision 1. Definitions. (a) For the purposes of this section, the following terms have the meanings given.

(b) "Accessory dwelling unit" means any building that contains one dwelling unit used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes and is located on the same property as an existing dwelling. An accessory dwelling unit may be attached or detached from the existing dwelling.

(c) "Affordable housing" means a residential dwelling unit affordable to households at or below 115 percent of the area median household income, for an owner-occupied unit, or at or below 60 percent of the area median household income, for a unit that is leased. The deed or declaration for the unit must also contain a restrictive covenant requiring the property to remain affordable housing for at least ten years, if the unit is owner-occupied, or at least 30 years if the unit is leased.

(d) "All-electric and efficient home" means a residential dwelling unit that utilizes electricity as its sole source of energy for heating, hot water heating, cooling, and appliances and meets the most current minimum efficiency standards of a zero energy ready home under the Zero Energy Ready Home Program administered by United States Department of Energy.

(e) "City" means a home rule charter or statutory city.

(f) "Cottage housing" means residential dwelling units on a lot with a common open space that either:

(1) is owned in common; or

(2) has units owned as condominium units with property owned in common and a minimum of 20 percent of the lot size as open space.

(g) "Courtyard apartment" means a building with up to four attached residential dwelling units arranged on two or three sides of a yard or garden.

(h) "Duplex" means a two-family home, classified as an IRC-2 in the State Building Code and not meeting the definition of townhouse.

(i) "Fiveplex" means a building containing five residential dwelling units intended for nontransient occupancy and not meeting the definition of townhouse.

(j) "Fourplex" means a building containing four residential dwelling units intended for nontransient occupancy and not meeting the definition of townhouse.

(k) "Lot" means any contiguous parcel of land in the possession of, owned by, or recorded as the property of the same claimant or person.

(l) "Major transit stop" means a stop or station for a guideway or busway, as the terms are defined in section 473.4485, subdivision 1.

(m) "Middle housing" means buildings that are single-family detached homes and residential properties that are compatible in scale, form, and character with single-family detached homes. Middle housing includes all of the following housing types:

- (1) duplexes;
- (2) triplexes;
- (3) fourplexes;
- (4) fiveplexes;
- (5) sixplexes;
- (6) townhouses;
- (7) stacked flats;
- (8) courtyard apartments;
- (9) cottage housing; and
- (10) single-family detached homes.

(n) "Residential dwelling unit" or "unit" means a residential dwelling unit for the use of a single owner or tenant and applies to any type of residential structure unless otherwise specified.

(o) "Single-family detached home" means any building that contains one residential dwelling unit used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes that is not attached to another structure.

(p) "Sixplex" means a building containing six residential dwelling units intended for nontransient occupancy and not meeting the definition of townhouse.

(q) "Stacked flat" means a nontransient residential building of no more than three stories on a lot zoned for residential development in which each floor is a residential dwelling unit.

(r) "Townhouse" means a single-family residential dwelling unit constructed in a group of three or more attached units in which each unit extends from the foundation to the roof and with open space on at least two sides. Each single-family residential dwelling unit shall be considered a separate building. Separate building service utilities shall be provided to each single-family residential dwelling unit when required by the State Building Code.

(s) "Triplex" means a building containing three residential dwelling units intended for nontransient occupancy and not meeting the definition of townhouse.

**Subd. 2. Middle housing types permitted.** A city must authorize at least six types of middle housing other than single-family detached homes to be built on residential lots in the city to achieve the density requirements in this section.

**Subd. 3. Cities of the first class; required residential densities.** (a) A city of the first class must permit the development of at least four residential dwelling units on any residential lot that is more than one-half mile from a major transit stop, unless one of the following criteria are met:

(1) if all of the units are all-electric and efficient homes, the city must permit the development of at least six residential dwelling units on the lot;

(2) if at least two of the units are affordable housing, the city must permit the development of at least six residential dwelling units on the lot; or

(3) if all of the units are all-electric and efficient homes and at least two of the units are also affordable housing, the city must permit the development of at least eight residential dwelling units on the lot.

(b) A city of the first class must permit the development of at least six residential dwelling units on any residential lot that is one-half mile or less from a major transit stop, unless one of the following criteria are met:

(1) if all of the units are all-electric and efficient homes, the city must permit the development of at least eight residential dwelling units on the lot;

(2) if at least two of the units are affordable housing, the city must permit the development of at least eight residential dwelling units on the lot; or

(3) if all of the units are all-electric and efficient homes and at least two of the units are also affordable housing, the city must permit the development of at least ten residential dwelling units on the lot.

(c) The requirements of this subdivision apply regardless of the types of middle housing authorized by the city under subdivision 2.

**Subd. 4. Other cities; required residential densities.** (a) A city of the second, third, or fourth class must permit the development of at least two residential dwelling units on any residential lot that is more than one-half mile from a major transit stop, unless one of the following criteria are met:

(1) if all of the units are all-electric and efficient homes, the city must permit the development of at least three residential dwelling units on the lot;

(2) if at least two of the units are affordable housing, the city must permit the development of at least three residential dwelling units on the lot; or

(3) if all of the units are all-electric and efficient homes and at least two of the units are also affordable housing, the city must permit the development of at least four residential dwelling units on the lot.

(b) A city of the second, third, or fourth class must permit the development of at least four residential dwelling units on any residential lot that is one-half mile or less from a major transit stop, unless one of the following criteria are met:

(1) if all of the units are all-electric and efficient homes, the city must permit the development of at least six residential dwelling units on the lot;

(2) if at least two of the units are affordable housing, the city must permit the development of at least six residential dwelling units on the lot; or

(3) if all of the units are all-electric and efficient homes and at least two of the units are also affordable housing, the city must permit the development of at least eight residential dwelling units on the lot.

(c) The requirements of this subdivision apply regardless of the types of middle housing authorized by the city under subdivision 2.

**Subd. 5. Municipal standards.** (a) Any standards, performance conditions, or requirements imposed by a city for residential dwelling units permitted under subdivisions 3 and 4 must directly relate to protecting public health, safety, and general welfare.

(b) A city may not use official controls to prohibit the application of this section, including imposing performance conditions, standards, requirements, ordinances, fees, exactions, and dedications on any residential dwelling unit or development that are more restrictive than those in this section or other law or rule.

**Subd. 6. Commercial district designation.** A city that does not have a major transit stop within the boundaries of the city must designate the boundaries of at least one commercial district in the city. The commercial district must be adjacent to residential property. The boundaries of the commercial district must be treated as a major transit stop for the purposes of determining properties to which the densities in subdivisions 3 and 4 apply.

**Subd. 7. Accessory dwelling units authorized.** (a) An accessory dwelling unit may be built on any residential lot in a city, regardless of total lot size, street frontage, connectivity between the accessory dwelling unit and the primary dwelling on the lot, and whether the lot is occupied by the property owner, so long as the accessory dwelling unit is built in conformance with the State Building Code.

(b) A city may permit more than one accessory dwelling unit to be built on a residential lot.

**Subd. 8. Minimum lot size permitted.** (a) A city may, by ordinance, require a minimum lot size in accordance with this subdivision to which the density requirements of subdivisions 3 and 4 apply.

(b) A minimum lot size for a city of the first class must not be greater than:

(1) 2,500 square feet for a single-family detached home, duplex, triplex, fourplex, fiveplex, sixplex, stacked flat, and courtyard apartment; or

(2) 1,200 square feet for a townhome and cottage housing.

(c) A minimum lot size for a city of the second, third, or fourth class must not be greater than:

(1) 4,000 square feet for a single-family detached home, duplex, triplex, fourplex, fiveplex, sixplex, stacked flat, and courtyard apartment; or

(2) 1,200 square feet for a townhome and cottage housing.

**Subd. 9. City official controls; limitations.** (a) City official controls establishing, directly or indirectly, the permitted size, scale, or form of a building may only impose the following limitations:

(1) building height maximums;

(2) yard or setback requirements;

(3) maximum lot coverage;

(4) impervious surface maximums;

(5) lot width minimums;

(6) lot area minimums; and

(7) a maximum number of residential units per lot.

(b) City official controls must not impose architectural features, minimum square footage, garage square footage, or floor area ratios and must not create practical difficulties in the placement of residential units on any lot.

(c) City official controls establishing, directly or indirectly, the maximum square footage, gross floor area, or other size standard for residential dwelling units must be increased by at least ten percent per single-family unit built on a lot where multiple single-family units will be developed. A city may opt not to adjust a height standard for single-family units entitled to other standard adjustments under this paragraph.

(d) A city must reduce a setback standard by at least one foot for an all-electric and efficient home.

**Subd. 10. Parking requirements limited.** (a) A city may not require off-street parking space for a residential dwelling unit that is one-half mile or less from a major transit stop.

(b) A city may not require more than one off-street parking space per residential dwelling unit that is over one-half mile from a major transit stop.

**Subd. 11. Affordable housing; replacement required.** Affordable housing on a residential lot may only be demolished or remodeled for the construction of middle housing if the middle housing development will create at least as many affordable housing units as exist in the structure to be demolished or remodeled.

**Subd. 12. Subdivision of lots permitted; administrative review process established.** (a) Notwithstanding any law, rule, or ordinance to the contrary, a city must permit a residential lot to which the density requirements of subdivisions 3 and 4 apply to be subdivided in a manner that allows all units to be built on the property to be single-family detached homes.

(b) A residential lot created from the subdivision of property under paragraph (a) that is smaller than a minimum lot size required pursuant to subdivision 8 is not subject to the density requirements under subdivisions 3 and 4.



(c) Notwithstanding any law, rule, or ordinance to the contrary, a city must permit units on residential lots created from the subdivision process under paragraph (a) to share water, wastewater, and sanitary sewer infrastructure.

(d) A city shall process an application to subdivide a residential lot in accordance with the procedures under subdivision 13.

**Subd. 13. Administrative design review process established.** (a) Notwithstanding section 462.358, subdivision 3b, or any other law, rule, or ordinance to the contrary, a city must establish an administrative design review process for building permits for middle housing development projects and subdivision applications under subdivision 12. The administrative review process must review and approve or deny such building permit and subdivision applications based on the application's alignment with the city's comprehensive plan and other applicable zoning requirements. The administrative review process shall not involve a public hearing unless one is required by state or federal law or the project involves or affects a lot located in a historic district under section 138.73. The city may hold a public hearing on a building permit or subdivision application under this section for requests for variances from city zoning requirements. Except as provided in paragraph (b), an application subject to the administrative design review process must be approved or disapproved within 60 days following the receipt by the city of a completed application by the applicant. If the city fails to approve or disapprove an application within 60 days, the application shall be deemed approved.

(b) A city must specify in writing all requirements for an application for a building permit for middle housing or for a subdivision to be considered complete. The written completion requirements must accompany each application.

(c) An applicant may direct the city to toll the 60-day review period for an application for a building permit for middle housing or for a subdivision application under subdivision 12. The applicant may also direct the city to begin to run the 60-day time period for an application that was previously tolled upon request by the applicant. A request under this paragraph must be in writing. A city may not charge a fee to the applicant for a request under this paragraph.

**Subd. 14. Model ordinance.** (a) On or before December 31, 2024, the commissioner of the Minnesota Housing Finance Agency must develop and publish a model ordinance for adoption by cities that addresses the requirements of this section. On or before July 1, 2025, a city must adopt the model ordinance under this subdivision or amend its official controls to be consistent with the requirements of this section as part of an alternative density plan under subdivision 15.

(b) The Minnesota Housing Finance Agency must convene an advisory group of stakeholders to provide information during the development of the model ordinance. The advisory group must represent expertise in city administration, housing affordability, housing construction, municipal land use planning and zoning, and any other topics that the agency determines are necessary.

**Subd. 15. Alternative density plans.** A city may develop an alternative density plan and submit the plan to the commissioner of the Minnesota Housing Finance Agency for approval. The commissioner may approve an alternative density plan under this subdivision only if the city demonstrates that the plan will result in an equal or greater amount of middle housing production that would occur with the adoption of the model ordinance under subdivision 14. The commissioner must approve or disapprove an alternative density plan within 120 days of the day of receipt of the plan by the commissioner.

**Subd. 16. Exception.** This section does not apply to any parcel located in a floodplain.

**Subd. 17. State Building Code; State Fire Code.** This section does not modify any requirement of the State Building Code or State Fire Code.

**EFFECTIVE DATE.** This section is effective July 1, 2025, except that subdivisions 1, 14, and 15 are effective July 1, 2024.

## **Sec. 2. [462.3576] LIMITATION ON AESTHETIC MANDATES FOR CITIES.**

A home rule charter or statutory city must not condition approval of a residential building permit, subdivision development, or planned unit development on the use of one or more of the following:

- (1) specific materials for aesthetic reasons for property used for a residential purpose as defined by the State Building Code;
- (2) minimum square footage or floor area ratios;
- (3) architectural design elements, including but not limited to decks, balconies, porches, gables, roof pitch, and elevation design standards;
- (4) garage square footage; or
- (5) common space, pools, or any common property necessitating a homeowner's association.

**EFFECTIVE DATE.** This section is effective July 1, 2024.

# Office of the Revisor of Statutes

HF 4009 1st Engrossment - 93rd Legislature (2023 - 2024) Posted on 03/07/2024 04:34pm

KEY: ~~stricken~~ = removed, old language. underscored = added, new language.

[Version List](#) [Authors and Status](#)



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## Current Version - 1st Engrossment

A bill for an act relating to local government; establishing minimum allowable densities on residential lots in cities; requiring the authorization of middle housing types to be built on residential lots; authorizing subdivision of residential lots; limiting parking requirements established by cities; requiring the Minnesota Housing Finance Agency to create a model ordinance for cities; limiting city aesthetic mandates on residential building permits; establishing requirements for multifamily residential developments in cities; proposing coding for new law in Minnesota Statutes, chapter 462.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

### Section 1. ~~[462.3571]~~ **MULTIFAMILY RESIDENTIAL DEVELOPMENTS.**

**Subdivision 1. Definitions.** ~~(a) For the purposes of this section, the following terms have the meanings given them.~~

~~(b) "Affordable housing development" means a multifamily residential development in which:~~

~~(1) at least 20 percent of the residential units are for households whose incomes do not exceed 50 percent of the area median income; or~~

~~(2) at least 40 percent of the residential units are for households whose incomes do not exceed 60 percent of the area median income.~~

~~The deed or declaration for an affordable residential unit must also contain a restrictive covenant requiring the property to remain affordable housing for at least 30 years.~~

~~(c) "City" means a home rule charter or statutory city.~~

~~(d) "Residential unit" means a residential dwelling for the use of a single owner or tenant.~~

~~(e) "Structure" means anything constructed or installed for residential or commercial use which requires a location on a parcel of land.~~

**Subd. 2. Multifamily residential developments.** ~~(a) Subject to compliance with all municipal standards, multifamily residential developments are a permitted use in any commercial zoning district. A multifamily residential development may not be constructed on a lot zoned for a single-family home unless otherwise authorized by law, rule, or ordinance.~~

~~(b) A multifamily residential development may be mixed use so long as at least 50 percent of the square footage of the development is dedicated to residential use.~~

**Subd. 3. Compliance with comprehensive plan; zoning.** ~~A multifamily residential development must be approved by a city if it is consistent with the comprehensive plan on the date of submission and complies with the requirements of this section and all state and municipal standards.~~

**Subd. 4. Applicable zoning standards.** ~~(a) A city may not impose more restrictive standards on a multifamily residential development than those that apply to property zoned for the current use of the parcel.~~

~~(b) A city must not impose a height requirement on a multifamily residential development that is less than the tallest structure within a one-quarter mile radius of the parcel on which the development will be built, or the maximum height permitted under the city's official controls, whichever is higher, so long as the maximum height of the development is no more than 150 feet.~~

(c) A city must not impose a setback requirement on a multifamily residential development that is less than the smallest minimum setback distance required of a structure within a one-quarter mile radius of the parcel on which the development will be built.

Subd. 5. **Parking requirements limited.** A city may not require more than one off-street parking space per residential unit.

Subd. 6. **Affordable housing development; height requirements.** (a) An affordable housing development must be permitted to exceed both a maximum height requirement and a maximum floor area ratio limitation imposed by city official controls as provided in paragraphs (b) and (c). The authority in paragraphs (b) and (c) that will produce the tallest development with the most number of affordable housing units on the parcel shall be applied to the affordable housing development.

(b) An affordable housing development may either:

(1) exceed the height requirement for the zoning district where the affordable housing development will be located by 35 feet in height; or

(2) match the maximum allowed height in any zoning district within one mile of the affordable housing development, so long as the maximum height is no more than 150 feet.

(c) An affordable housing development must be permitted to do one of the following, whichever results in the largest development:

(1) exceed the maximum density as permitted by city standards or the city's comprehensive plan by 30 percent;

(2) exceed the lot coverage ratio by 30 percent;

(3) exceed the floor area ratio by 30 percent; or

(4) exceed the maximum impervious lot coverage area by 30 percent.

Subd. 7. **Administrative review process.** (a) Notwithstanding any law, rule, or ordinance to the contrary, a city must establish an administrative review process for building permit applications for multifamily housing development projects. The administrative review process must review and approve or deny such building permit applications based on the application's conformity with the city's comprehensive plan, other applicable zoning requirements, and state law. An application may not be approved contingent on the development being a part of planned unit development, the approval of a conditional use permit, the completion of a study, or other condition that is not related to conformity with the city's comprehensive plan, zoning requirements, and state law.

(b) An application denial must be in writing and must describe the reasons for denial and the ways the application or development design can be amended to receive approval at a future date. Nothing in this subdivision prevents an applicant who received a denial from submitting a new application for the same multifamily housing development, which shall be treated as a new submission by the city.

(c) The administrative review process shall not involve a public hearing unless one is required by state or federal law. Approval or denial of an application does not require approval by the city council or a subcommittee of the council.

(d) An application subject to the administrative review process under this subdivision must be approved or disapproved within 60 days following the receipt by the city of a completed application by the applicant. If the city fails to approve or disapprove an application within 60 days, the application shall be deemed approved. The city may not request an extension for review of the application from the applicant.

(e) A city may request that an applicant incorporate certain design elements into the development that go beyond the criteria in state law and city official controls. The applicant may incorporate those elements in the design of the development but is not required to do so.

Subd. 8. **Local funds.** Notwithstanding any law, rule, or ordinance to the contrary, a city may not impose requirements on a multifamily housing development that are more restrictive than the requirements in this section if a multifamily housing development is funded in whole, or in part, with local funds or is located in a tax increment financing district or other special district created by the city.

**EFFECTIVE DATE.** This section is effective January 1, 2025.

## **Sec. 2. [462.3575] CITY MINIMUM RESIDENTIAL DENSITIES AND ASSOCIATED REQUIREMENTS.**

Subdivision 1. **Definitions.** (a) For the purposes of this section, the following terms have the meanings given them.

(b) "Accessory dwelling unit" means any building that contains one dwelling unit used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes and is located on the same property as an existing dwelling. An accessory dwelling unit may be attached or detached from the existing dwelling.

(c) "Affordable housing" means a residential dwelling unit affordable to households at or below 115 percent of the area median household income, for an owner-occupied unit, or at or below 60 percent of the area median household income, for a unit that is leased. The deed or declaration for the unit must also contain a restrictive covenant requiring the property to remain affordable housing for at least ten years, if the unit is owner-occupied, or at least 30 years if the unit is leased.

(d) "All-electric and efficient home" means a residential dwelling unit that utilizes electricity as its sole source of energy for heating, hot water heating, cooling, and appliances, and meets the most current minimum efficiency standards of a zero energy ready home under the Zero Energy Ready Home program administered by United States Department of Energy.

(e) "City" means a home rule charter or statutory city.

(f) "Cottage housing" means residential dwelling units on a lot with a common open space that either:

(1) is owned in common; or

(2) has units owned as condominium units with property owned in common and a minimum of 20 percent of the lot size as open space.

(g) "Courtyard apartment" means a building with up to four attached residential dwelling units arranged on two or three sides of a yard or garden.

(h) "Duplex" means a two family home, classified as an IRC-2 in the State Building Code and not meeting the definition of townhouse.

(i) "Fiveplex" means a building containing five residential dwelling units intended for nontransient occupancy and not meeting the definition of townhouse.

(j) "Fourplex" means a building containing four residential dwelling units intended for nontransient occupancy and not meeting the definition of townhouse.

(k) "Lot" means any contiguous parcel of land in the possession of, owned by, or recorded as the property of the same claimant or person.

(l) "Major transit stop" means a stop or station for a guideway or for a busway, as the terms are defined in section 473.4485, subdivision 1.

(m) "Metropolitan area" has the meaning under section 473.121, subdivision 2.

(n) "Middle housing" means buildings that are single-family detached homes and residential properties that are compatible in scale, form, and character with single-family detached homes. Middle housing includes all of the following housing types:

(1) duplexes;

(2) triplexes;

(3) fourplexes;

(4) fiveplexes;

(5) sixplexes;

(6) townhouses;

(7) stacked flats;

(8) courtyard apartments;

(9) cottage housing; and

(10) single-family detached homes.

(o) "Residential dwelling unit" or "unit" means a residential dwelling unit for the use of a single owner or tenant, and applies to any type of residential structure unless otherwise specified.

(p) "Single-family detached home" means any building that contains one residential dwelling unit used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes that is not attached to another structure.

(q) "Sixplex" means a building containing six residential dwelling units intended for nontransient occupancy and not meeting the definition of townhouse.

(r) "Stacked flat" means a nontransient residential building of no more than three stories on a lot zoned for residential development in which each floor is a residential dwelling unit.

(s) "Townhouse" means a single-family residential dwelling unit constructed in a group of three or more attached units in which each unit extends from the foundation to the roof and with open space on at least two sides. Each single-family residential dwelling unit shall be considered to be a separate building. Separate building service utilities shall be provided to each single-family residential dwelling unit when required by the Minnesota State Building Code.

(t) "Triplex" means a building containing three residential dwelling units intended for nontransient occupancy and not meeting the definition of townhouse.

**Subd. 2. Middle housing types permitted.** Any city in the metropolitan area and any city outside of the metropolitan area with a population of 10,000 or more must authorize at least six types of middle housing other than single-family detached homes to be built on residential lots in the city to achieve the density requirements in this section.

**Subd. 3. Cities of the first class; required residential densities.** (a) A city of the first class must permit the development of at least four residential dwelling units on any residential lot that is more than one-half mile from a major transit stop, unless one of the following criteria are met:

(1) if all of the units are all-electric and efficient homes, the city must permit the development of at least six residential dwelling units on the lot;

(2) if at least two of the units are affordable housing, the city must permit the development of at least six residential dwelling units on the lot; or

(3) if all of the units are all-electric and efficient homes and at least two of the units are also affordable housing, the city must permit the development of at least eight residential dwelling units on the lot.

(b) A city of the first class must permit the development of at least six residential dwelling units on any residential lot that is one-half mile or less from a major transit stop, unless one of the following criteria are met:

(1) if all of the units are all-electric and efficient homes, the city must permit the development of at least eight residential dwelling units on the lot;

(2) if at least two of the units are affordable housing, the city must permit the development of at least eight residential dwelling units on the lot; or

(3) if all of the units are all-electric and efficient homes and at least two of the units are also affordable housing, the city must permit the development of at least ten residential dwelling units on the lot.

(c) The requirements of this subdivision apply regardless of the types of middle housing authorized by the city under subdivision 2.

Subd. 4. **Greater Minnesota small cities; required residential densities.** A city with a population of less than 10,000 that is located outside of the metropolitan area must permit the development of at least two residential dwelling units on any residential lot.

Subd. 5. **Other cities; required residential densities.** (a) A city to which the requirements of subdivisions 3 and 4 do not apply must permit the development of at least two residential dwelling units on any residential lot that is more than one-half mile from a major transit stop, unless one of the following criteria are met:

(1) if all of the units are all-electric and efficient homes the city must permit the development of at least three residential dwelling units on the lot;

(2) if at least one of the units is affordable housing, the city must permit the development of at least three residential dwelling units on the lot; or

(3) if all of the units are all-electric and efficient homes and at least one of the units is also affordable housing, the city must permit the development of at least four residential dwelling units on the lot.

(b) A city subject to this subdivision must permit the development of at least four residential dwelling units on any residential lot that is one-half mile or less from a major transit stop, unless one of the following criteria are met:

(1) if all of the units are all-electric and efficient homes, the city must permit the development of at least six residential dwelling units on the lot;

(2) if at least two of the units are affordable housing, the city must permit the development of at least six residential dwelling units on the lot; or

(3) if all of the units are all-electric and efficient homes and at least two of the units are also affordable housing, the city must permit the development of at least eight residential dwelling units on the lot.

(c) The requirements of this subdivision apply regardless of the types of middle housing authorized by the city under subdivision 2.

Subd. 6. **Municipal standards.** (a) Any standards, performance conditions, or requirements imposed by a city for residential dwelling units permitted under subdivisions 3, 4, and 5 must directly relate to protecting public health, safety, and general welfare.

(b) A city may not use official controls to prohibit the application of this section, including imposing performance conditions, standards, requirements, ordinances, fees, exactions, and dedications on any residential dwelling unit or development that are more restrictive than those in this section or other law or rule.

Subd. 7. **Commercial district designation.** A city with a population of 10,000 or more that does not have a major transit stop within the boundaries of the city must designate the boundaries of at least one commercial district in the city. The commercial district must be adjacent to residential property. The boundaries of the commercial district must be treated as a major transit stop for the purposes of determining properties to which the densities in subdivisions 3 and 5 apply.

Subd. 8. **Accessory dwelling units authorized.** (a) An accessory dwelling unit may be built on any residential lot in a city, regardless of total lot size, street frontage, connectivity between the accessory dwelling unit and the primary dwelling on the lot, and whether the lot is occupied by the property owner, so long as the accessory dwelling unit is built in conformance with the Minnesota State Building Code.

(b) A city may permit more than one accessory dwelling unit to be built on a residential lot.

(c) An accessory dwelling unit qualifies as a residential dwelling unit for the purposes of subdivisions 3, 4, and 5.

Subd. 9. **Minimum lot size permitted.** (a) A city may, by ordinance, require a minimum lot size in accordance with this subdivision to which the density requirements of subdivisions 3 and 5 apply.

(b) A minimum lot size for a city of the first class must not be greater than:

(1) 2,500 square feet for a single-family detached home, duplex, triplex, fourplex, fiveplex, sixplex, stacked flat, and courtyard apartment; or

(2) 1,200 square feet for a townhome and cottage housing.

(c) A minimum lot size for a city subject to subdivision 5 must not be greater than:

(1) 4,000 square feet for a single-family detached home, duplex, triplex, fourplex, fiveplex, sixplex, stacked flat, and courtyard apartment; or

(2) 1,200 square feet for a townhome and cottage housing.

(d) This subdivision does not apply to a city located outside of the metropolitan area with a population of less than 10,000.

Subd. 10. **City official controls; limitations.** (a) City official controls establishing, directly or indirectly, the permitted size, scale, or form of a building may only impose the following limitations:

- (1) building height maximums;
- (2) yard or setback requirements;
- (3) maximum lot coverage;
- (4) impervious surface maximums;
- (5) lot width minimums;
- (6) lot area minimums; and
- (7) a maximum number of residential units per lot.

(b) City official controls must not impose architectural features, minimum square footage, garage square footage, or floor area ratios, and must not create practical difficulties in the placement of residential units on any lot.

(c) City official controls establishing, directly or indirectly, the maximum square footage, gross floor area, or other size standard for residential dwelling units must be increased by at least ten percent per single-family unit built on a lot where multiple single-family units will be developed. A city may opt not to adjust a height standard for single-family units entitled to other standard adjustments under this paragraph.

(d) A city must reduce a setback standard by at least one foot for an all-electric and efficient home.

Subd. 11. **Parking requirements limited.** (a) A city may not require off-street parking space for a residential dwelling unit that is one-half mile or less from a major transit stop.

(b) A city may not require more than one off-street parking space per residential dwelling unit that is over one-half mile from a major transit stop.

Subd. 12. **Affordable housing; replacement required.** Affordable housing on a residential lot may only be demolished, in whole or in part, for the construction of middle housing if the middle housing development will create at least as many affordable housing units as exist in the structure to be demolished.

Subd. 13. **Subdivision of lots permitted; administrative review process established.** (a) Notwithstanding any law, rule, or ordinance to the contrary, a city must permit a residential lot to which the density requirements of subdivisions 3, 4, and 5 apply to be subdivided in a manner that allows all units to be built on the property to be single-family detached homes.

(b) A residential lot created from the subdivision of property under paragraph (a) that is smaller than a minimum lot size required pursuant to subdivision 9 is not subject to the density requirements under subdivisions 3, 4, and 5.

(c) A city shall process an application to subdivide a residential lot in accordance with the procedures under subdivision 14.

Subd. 14. **Administrative design review process established.** (a) Notwithstanding section 462.358, subdivision 3b, or any other law, rule, or ordinance to the contrary, a city must establish an administrative design review process for building permits for middle housing development projects and subdivision applications under subdivision 13. The administrative review process must review and approve or deny such building permit and subdivision applications based on the application's alignment with the city's comprehensive plan and other applicable zoning requirements. The administrative review process shall not involve a public hearing unless one is required by state or federal law or the project involves or affects a lot located in a historic district under section 138.73. The city may hold a public hearing on a building permit or subdivision application under this section for requests for variances from city zoning requirements. Except as provided in paragraph (b), an application subject to the administrative design review process under this paragraph must be approved or disapproved within 60 days following the receipt by the city of a completed application by the applicant. If the city fails to approve or disapprove an application within 60 days, the application shall be deemed approved.

(b) A city must specify in writing all requirements for an application for a building permit for middle housing or for a subdivision to be considered complete. The written completion requirements must accompany each application.

(c) An applicant may direct the city to toll the 60-day review period for an application for a building permit for middle housing or for a subdivision application under subdivision 13. The applicant may also direct the city to begin to run the 60-day time period for an application that was previously tolled upon request by the applicant. A request under this paragraph must be in writing. A city may not charge a fee to the applicant for a request under this paragraph.

Subd. 15. **Model ordinance.** (a) On or before December 31, 2024, the commissioner of the Minnesota Housing Finance Agency must develop and publish a model ordinance for adoption by cities that addresses the requirements of this section. On or before July 1, 2025, a city must adopt the model ordinance under this subdivision or amend its official controls to be consistent with the requirements of this section as part of an alternative density plan under subdivision 16.

(b) The Minnesota Housing Finance Agency must convene an advisory group of stakeholders to provide information during the development of the model ordinance. The advisory group must represent expertise in city administration, housing affordability, housing

construction, municipal land use planning and zoning, and any other topics that the agency determines are necessary.

Subd. 16. **Alternative density plans.** A city may develop an alternative density plan and submit the plan to the commissioner of the Minnesota Housing Finance Agency for approval. The commissioner may approve an alternative density plan under this subdivision only if the city demonstrates that the plan will result in an equal or greater amount of middle housing production that would occur with the adoption of the model ordinance under subdivision 15. The commissioner must approve or disapprove an alternative density plan within 120 days of the day of receipt of the plan by the commissioner.

Subd. 17. **Exception.** Nothing in this section authorizes a residential dwelling unit that is prohibited by state or federal law, or an ordinance adopted pursuant to such a state or federal law, that protects floodplains, areas of critical concern, wild and scenic rivers, or that otherwise restrict residential dwelling units to protect the environment or scenic areas.

Subd. 18. **State Building Code; State Fire Code.** This section does not modify any requirement of the State Building Code or State Fire Code.

**EFFECTIVE DATE.** This section is effective July 1, 2025, except that subdivisions 1, 15, and 16 are effective July 1, 2024, and that subdivisions 4 and 5 are effective July 1, 2026.

Sec. 3. ~~[462.3576]~~ **LIMITATION ON AESTHETIC MANDATES FOR CITIES.**

A home rule charter or statutory city must not condition approval of a residential building permit, subdivision development, or planned unit development on the use of one or more of the following:

(1) specific materials for aesthetic reasons for property used for a residential purpose as defined by the State Building Code;

(2) minimum square footage or floor area ratios;

(3) architectural design elements including, but not limited to, decks, balconies, porches, gables, roof pitch, and elevation design standards;

(4) garage square footage; or

(5) common space, pools, or any common property necessitating a homeowner's association.

**EFFECTIVE DATE.** This section is effective July 1, 2024.

# Bills That Would Restrict City Zoning Authority, Including Problematic Missing Middle Housing Bill, to Be Heard by Senate Housing Committee

March 4, 2024

**The proposed legislation includes broad provisions that remove significant aspects of local decision-making authority when it comes to residential development.**

On March 5 and March 7, the Senate Housing and Homelessness Prevention Committee will hear four bills that seek to broadly preempt longstanding city zoning and land use authorities related to residential development. These bills mark a continuation of the Legislature's trend this session in seeking to address housing challenges in Minnesota with statewide preemptions of local authority.

City leaders, especially those who are represented by Senators who sit on the Senate Housing and Homelessness Prevention Committee, are encouraged to reach out to their legislators with concerns regarding these four bills.

## Proposed policy provisions

The March 5 hearing will include SF 3303, authored by Sen. Eric Lucero (R-Dayton), which would broadly limit material design standards and other aesthetic provisions. Specifically, cities could not mandate aesthetic features or require that certain building materials be used for residential properties. They would also be prohibited from requiring minimum square footage or floor area ratio, among other preemptive provisions. The House companion is HF 3168, (Rep. Jim Nash, R-Waconia).

The March 5 hearing will also include SF 3080, authored by Sen. Rich Draheim (R-Madison Lake), which is the Senate version of the "Legalizing Affordable Housing Act" that was heard during the 2023 legislative session in the House. The House companion is HF 2235, (Rep. Steve Elkins, DFL-Bloomington).

The bill would also broadly preempt local authority for zoning and land use with provisions that include:

- Mandatory upzoning of single family lots for all cities.
- Prohibition on roads that exceed 32 feet in width.
- Prohibitions on imposing material design and aesthetic requirements.
- Concerning provisions related to permitting and inspection processes.



- Required density regardless of if infrastructure is in place to support new density.

The March 7 hearing will include [SF 3964](#), authored by [Sen. Nicole Mitchell](#) (DFL-Woodbury), and [SF 3980](#), authored by [Sen. Susan Pha](#) (DFL-Brooklyn Park). This will be the first Senate hearing for SF 3964, also known as the Missing Middle Housing bill, which was heard in the [House Housing Finance and Policy Committee](#) on Feb. 20. The House companion is [HF 4009](#), ([Rep. Larry Kraft](#), DFL-St. Louis Park).

SF 3964 and SF 3980 include provisions that:

- Broadly preempt city zoning and land use authorities.
- Remove public input in the residential development process.
- Lack consideration for how cities utilize zoning and land use to ensure public health, safety and welfare, finance, and scale public infrastructure to support new housing density.

For more information on what is included in these bills, [see a previous article](#).

[Read more news articles.](#)

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# Missing Middle Housing Bill Includes Myriad of Statewide Zoning and Land Use Preemption Provisions

February 20, 2024

**Legislation to be heard Feb. 20 in the House Housing Finance and Policy Committee seeks to broadly preempt city zoning and land use authority and require residential density in many cities.**

HF 4009/SF 3964, the “Missing Middle Housing” bill authored by Rep. Larry Kraft (DFL-St. Louis Park)/Sen. Nicole Mitchell (DFL-Woodbury) and HF 4010/SF 3980 authored by Rep. Alicia Kozlowski (DFL-Duluth)/ Sen. Susan Pha (DFL-Brooklyn Park) will be considered by the House Housing Finance and Policy Committee.

The bills, which are likely to be combined via an amendment, contain myriad of provisions that broadly preempt city zoning and land use authority and mandate various levels of density on residential and commercial lots regardless of infrastructure capacity while also creating required administrative review processes that eliminate public input.

## Details of the proposed legislation

While there are cities in all regions of the state that have adjusted their zoning ordinances over time to accommodate varying degrees of density, these decisions were made at the local level and ensured adequate infrastructure capacity while including public input from community members impacted by these changes. While the amendment clarifies several issues the League has raised and exempts Great Minnesota cities with populations of 5,000 or less from certain requirements, the Missing Middle Housing bill combined with HF 4010/SF 3980 still eliminates the ability for cities across the state to do either by including the following provisions in the bill language that was introduced:

- Sets a base level for density allowed on any residential lot by right (or without needing to go through a discretionary review processes) regardless of size at 2 units statewide and 4 units in cities of the first class. If certain conditions are met, 8 units are allowed in second-, third-, and fourth-class cities and 10 units may be allowed per lot in cities of the first class.
- Forces administrative approvals of projects that meet the standards in the bill language and prohibits public input in the approval process.
- Limits minimum lot size requirements to no greater than 2,500 square feet for first class cities and 4,000 square feet for all other cities except for Greater Minnesota cities with populations of less than 5,000.

- Requires all cities to accept Accessory Dwelling Units on all residential lots regardless of size and allows property owners to subdivide their lots by right.
- Prohibits off-street parking from being required close to major transit stops and limits off-street parking minimum requirements to 1 spot per unit in other areas.
- Allows multifamily buildings to be built up to 150 feet tall on any lot in a commercial zoning district.
- Broadly prohibits design standards for residential development and eliminates minimum square footage and floor area ratio requirements.

## Next steps

The League has been in conversations with the bill authors and will continue to advocate for local control when it comes to local decision-making authority on residential development. Cities are encouraged to reach out to their legislators with concerns regarding this bill.

[Read more news articles.](#)

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Your LMC Resource

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# City of Corcoran 2024 City Council Schedule

Agenda Item: 14.

*Below is a tentative schedule for City Council meetings. The items and schedule are subject to change.*

## **March 28, 2024**

- Logo and City Branding Update
- Planning Project Update
- NW Trails Resolution of Support DNR Trails Funding
- Woodland Hills CPA, RZ, PP and Variance (City file 23-033)
- Khacholing Center CHOL IUP (City file 23-029)
- Revise Commerical/Industrial Zonng Districts-3 Phases (City file 23-023)
- Tavera 6<sup>th</sup> FP and FPUD (city file 23-032) (Kendra)
- Tavera 6<sup>th</sup> Easement Vacation (city file 23—032) (Kendra) tentative
- Tavera 4<sup>th</sup> Easement Vacation (city file 24-004) tentative
- THC Moritorium and Regulations Follow Up
- Pioneer Trail FP and FPUD (City file 23-030)
- Tavera 6<sup>th</sup> FP and FPUD (City file 23-032)
- Award Cropland Bids if applicable
- Conference Room Video/Audio Cameras
- Job Description Update – Assistant City Engineer
- Job Description – Utility Superintendent
- Organics Recycling Update
- Review 4M Fund Investments – Corey Boyer from 4M will present
- ARPA Discussion
- Finance Policy – spending thresholds
- Building Services Consultant
- Hennepin County Signal Agreement – CR 116 & Hackamore Road
- City Assessor Contract
- 610 Extention
- Comparable Cities Discussion

## **April 11, 2024**

- LPR Camera Discussion
- Firearms Ordinance Review

## **April 17, 2024 (Rescheduled from April 15, 2024)**

- Rockford School Board Meeting

## **April 25, 2024**

- Proclamation – National Public Service Week
- State Public Safety Funds Plan
- K-9 Program Discussion

- Planning project update
- Chastek Farms RZ, PP, PUD (City File 23-034)
- Scharber Garage CUP (City File 24-005) - tentative
- Fairway Shores Villas – CPA, RZ, PP, PUD (City File 24-006) - tentative
- Red Barn Pet Retreat VAR and FP (City File 24-007) - tentative
- Pioneer Trail FP and FPUD (city file 23-030) – Incomplete (tentative)
- Park Signs

**May 9, 2024**

- Proclamation – National Police Week

**May 23, 2024 (Joint Work Session - Tentative)**

- Joint Work Session with Planning Commission (MET Council Representative)
  - Comp Plan Review

**May 23, 2024**

- Proclamation – National Public Works Week

**June 13, 2024**

- RFP – History and Discussion of RFP Schedule
- Construction Hours Sign Update\*

**June 27, 2024**

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**July 11, 2024**

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**July 25, 2024**

**August 8, 2024**

**August 22, 2024**

**September 10, 2024**

- [Annual Charter Commission Meeting](#)

**September 12, 2024**

**September 26, 2024**

- Communications Assistant – Transition to FT

**November 14, 2024**

- Tort Liability Coverage Waiver
- Certification of General Election 2024

**November 25, 2024**

**December 16, 2024**

- MS4 Permit

Review dates with Jay on Joint Commisison Meetings  
-Parks and Trails