



City Council Agenda

Monday, May 22, 2017

City Council Chambers

(Times are Approximate – please note that items may be earlier or later than listed on the agenda)

- | | |
|-----------|--|
| 6:00 p.m. | 1. Roll Call
Voting & Seating Order: Laliberte, McGehee, Willmus, Etten and Roe |
| 6:01 p.m. | 2. Pledge of Allegiance |
| 6:02 p.m. | 3. Approve Agenda |
| 6:05 p.m. | 4. Public Comment |
| | 5. Recognitions, Donations and Communications |
| 6:10 p.m. | 6. Items Removed from Consent Agenda |
| | 7. Business Items |
| 6:15 p.m. | a. Convene as Board of Adjustments & Appeals

Review of the Administrative Deviation application at 694 Sextant Avenue, the findings supporting its approval, and the appeal, to determine whether the approval was properly granted or whether the approval should be reversed (PF17-005) |
| 7:00 p.m. | b. Report on the status of the comprehensive plan update process (PROJ-0037) |
| 7:20 p.m. | c. Consider 1681 Rice Street Non-Residential Stormwater Impact Fee Appeal |
| 7:35 p.m. | d. Approve Comprehensive Surface Water Management Plan Draft |
| 7:45 p.m. | e. Consider a Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 1890 Huron Avenue |
| 7:40 p.m. | f. Consider a Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 2657 Western Ave. |

- 7:55 p.m. g. Consider Community Development Department Request for Approval of Proposed Text Ordinance Amendments of the Roseville City Code, Chapter 407 Nuisances
- 8:05 p.m. h. Consider the Preliminary Plat for Java Capital Partners for property addressed at 2038 and 2045 Twin Lakes Parkway (PF17-006)
- 8:15 p.m. i. Approve Final Plat for Java Capital Partners for the Property at 2038 and 2045 Twin Lakes Parkway (PF17-006)
- 8:20 p.m. j. Appoint Planning Commission Member
- 8:25 p.m. k. Discuss Options for Recording Secretary Services for City Meetings

8. Approve Minutes

- 8:40 p.m. a. Approve City Council Minutes – May 8
- b. Approve EDA Minutes – May 8

8:45 p.m. **9. Approve Consent Agenda**

- a. Approve Payments
- b. Approve Business and Other Licenses
- c. Consideration to approve or deny 4 Massage Therapist Licenses and 1 Massage Establishment License
- d. Approve General Purchases or Sale of Surplus Items Exceeding \$5,000
- e. Certify Unpaid Utility and Other Charges to the Property Tax Rolls
- f. Receive Authorization to Accept Minnesota Department of Commerce Grant Funds- Auto Theft Prevention Through Enhanced Crime Analysis

8:50 p.m. **10. Council and City Manager Communications, Reports and Announcements**

8:55 p.m. **11. Councilmember Initiated Future Agenda Items and Future Agenda Review**

9:00 p.m. **12. Adjourn**

Council Agenda - Page 3

Some Upcoming Public Meetings.....

Tuesday	May 23	6:30 p.m.	Public Works, Environment & Transportation Commission
Wednesday	May 24	6:30 p.m.	Comp Plan 2040 Update
Monday	May 29	-	City Offices Closed - Observation of Memorial Day
June			
Tuesday	Jun 6	6:30 p.m.	Parks & Recreation Commission
Wednesday	Jun 7	5:30 p.m.	Variance Commission
Wednesday	Jun 7	6:30 p.m.	Planning Commission
Monday	Jun 12	6:00 p.m.	City Council Meeting
Tuesday	Jun 13	6:30 p.m.	Finance Commission
Monday	Jun 19	6:00 p.m.	City Council Meeting
Wednesday	Jun 21	6:00 p.m.	Human Rights, Inclusion, and Engagement Commission
Monday	Jun 26		Rosefest Parade

All meetings at Roseville City Hall, 2660 Civic Center Drive, Roseville, MN unless otherwise noted.



REQUEST FOR BOARD OF ADJUSTMENTS AND APPEALS ACTION

Agenda Date: 5/22/2017

Agenda Item: 7.a

Department Approval

City Manager Approval

Item Description: Review of the Administrative Deviation application at 694 Sextant Avenue, the findings supporting its approval, and the appeal, to determine whether the approval was properly granted or whether the approval should be reversed. (PF17-005)

BACKGROUND

In 1998 a process known as Setback Permit was created to “encourage residents to upgrade and improve their properties” by administratively reviewing and acting on limited encroachments into required setbacks. This was prompted by the recognition of a long-term pattern of variance applications for such minor encroachments, particularly on aging residential properties, being supported by the City. Since that time, the process expanded to include deviations from other zoning standards beyond setbacks (e.g., fences taller than 6½ feet when adjacent to busy roadways or commercial parking areas) and renamed “Administrative Deviation” to reflect the broader applicability of the process. Similar to the original Setback Permit process, the Administrative Deviation process can accommodate a principal structure encroachment of as much as 2 feet into a required, interior side yard setback.

PLANNING DIVISION COMMENT

An Administrative Deviation application was submitted on April 7, seeking approval of an expansion of a tuck-under garage that would encroach 2 feet into the required 5-foot, interior side yard setback at 694 Sextant Avenue. Pursuant to the required process established in §1009.01 of the City Code, Planning Division staff scheduled an administrative hearing before the Administrative Deviation Committee (ADC, comprised of a subset of the broader Development Review Committee membership), and sent notice of the hearing to the applicant and surrounding property owners.

During such an administrative hearing, the ADC is required to make findings pertaining to several factors; these factors, along with the ADC’s findings, are identified in the following list.

- a. *The effect of the proposed project on the functional use of the property*
A tuck-under garage could be built that conforms to the setback requirement and nominally accommodates two cars, but the space for entering and exiting the parked vehicles would be very limited. The additional garage width facilitated approval of the application would improve the functional use of the property.
- b. *The effect of the proposed project on the enclosed storage on the property*
A conforming garage expansion with enough depth would increase the amount of

enclosed storage on the property; approval of the application would offer a marginal additional increase.

c. The propensity of the proposed project to create or exacerbate a drainage problem

No drainage problem exists, and proper grading of the driveway can ensure that no drainage problem is created by an approval of the application.

d. Whether the proposed building mass would be consistent with that on contiguous properties

Many homes in the neighborhood are ranch-style houses with tuck-under garages, similar to the proposal. Further, while one would expect a gable on the end of the expanded tuck-under garage given the existing style of the applicant's house, the applicant has proposed a hip-roof out of consideration of the adjacent neighbor's concern for the addition's potential to shade their garden in the side yard at 688 Sextant Avenue.

e. The proper scaling and integration of a new roof with the existing roof of the principal building on the property

The proposed roof is properly scaled with the existing roof. The proposed hip end is unusual, but is acceptable as an attempt to address the neighbor's concern.

f. The effect of the proposed project on the aesthetic quality of the property

The proposed expansion is consistent with the style of the existing home and will not compromise the aesthetics.

g. Whether the existing garage space on the property accommodates more than one vehicle

The existing garage does not accommodate more than one vehicle.

h. Whether the proposed project places more vehicles adjacent to first floor bedrooms on contiguous properties

The proposed tuck-under garage would be adjacent to the existing tuck-under garage on the neighboring property.

As a result of these findings, the Administrative Deviation application was approved, subject to several conditions, and notice of the approval was mailed to the applicant and the other homeowners who received notice of the application. An appeal was subsequently submitted by the owner of the neighboring property at 688 Sextant Avenue, leading to this need for action by the Board of Adjustments and Appeals.

The exhibits provided with this report include the original application materials, additional information reviewed by the ADC, the approval letter, and the letter (with selected photographs) submitted in appeal of the approval.

REQUESTED ACTION

Review the information pertaining to the Administrative Deviation application, the findings supporting its approval, and the appeal, to determine whether the approval was properly granted or whether the approval should be reversed.

Prepared by: Bryan Lloyd, Senior Planner

Attachments: A: Information detailing the application, the approval, and the appeal



COMMUNITY DEVELOPMENT

2660 Civic Center Drive ♦ Roseville, MN 55113

Phone: (651) 792-7005 ♦ Fax: (651) 792-7070

ADMINISTRATIVE DEVIATION APPLICATION

CITY CODE SECTION 1009.01 • WWW.CITYOFROSEVILLE.COM

☒ **APPLICATION FEE: \$110**

Fee should be made payable to City of Roseville upon submittal of completed application.

Please complete the application by typing or printing in ink. Use additional paper if necessary.

1. Property Owner Information:

Last name: MEYERDING First name: CASE
 Address: 694 SEXTANT AVE. W. City/State/Zip: ROSEVILLE, MN 55113
 Phone number: [REDACTED] Email address: [REDACTED]

2. Applicant Information: (if different from above)

Company name: TINY ESTATE BUILDERS, LLC
 Last name: TISCHLER First name: MIKE
 Address: 40980 GUTHRIE AVE. City/State/Zip: NORTH BRANCH, MN 55054
 Phone number: [REDACTED] Email address: [REDACTED]

3. Statement of Intent: Briefly describe the project: why is an Administrative Deviation needed?

THE OWNERS WISH TO INCREASE THEIR GARAGE FROM A 1 STALL
TO A 2 STALL GARAGE. THE CURRENT 5' SIDE SETBACK DOES
NOT ALLOW FOR NECESSARY FUNCTIONALITY WITHIN THE GARAGE.
THE ADDITION OF 2' BY MOVING TO A 3' SIDE SETBACK MAKES
THE INTERIOR GARAGE SPACE MORE FUNCTIONAL.

4. Additional Required Information:

- Proposed Plans:** A scaled site plan is required showing the existing and proposed building footprints, driveways, and/or fences as appropriate. Include elevation drawings showing the proposed addition or new building with building setback deviation applications.
- Written Narrative:** Address the factors that must be considered during review of Administrative Deviation applications; these factors are listed in the document attached to this application and in §1009.01 of the City Code.

5. Signature(s): By signing below, you attest that the information above and attached is true and correct to the best of your knowledge.

Property Owner: Case E. Meyerding

Date: 04/07/17

Applicant: Mike Tischler

Date: 04/07/17

04-07-17

ADMINISTRATIVE DEVIATION NARRATIVE for a

PROPOSED ADDITION at

694 SEXTANT AVENUE WEST

1. Building Setback Deviation:

- a. The home is more than 20 years old.
- b. The new structure will not be within 24' of the front or rear property line.
- c. We are not seeking a deviation to build closer than 3' to the side property line.
- d. This requirement does not apply to this request.
- e. This requirement does not apply to this request.

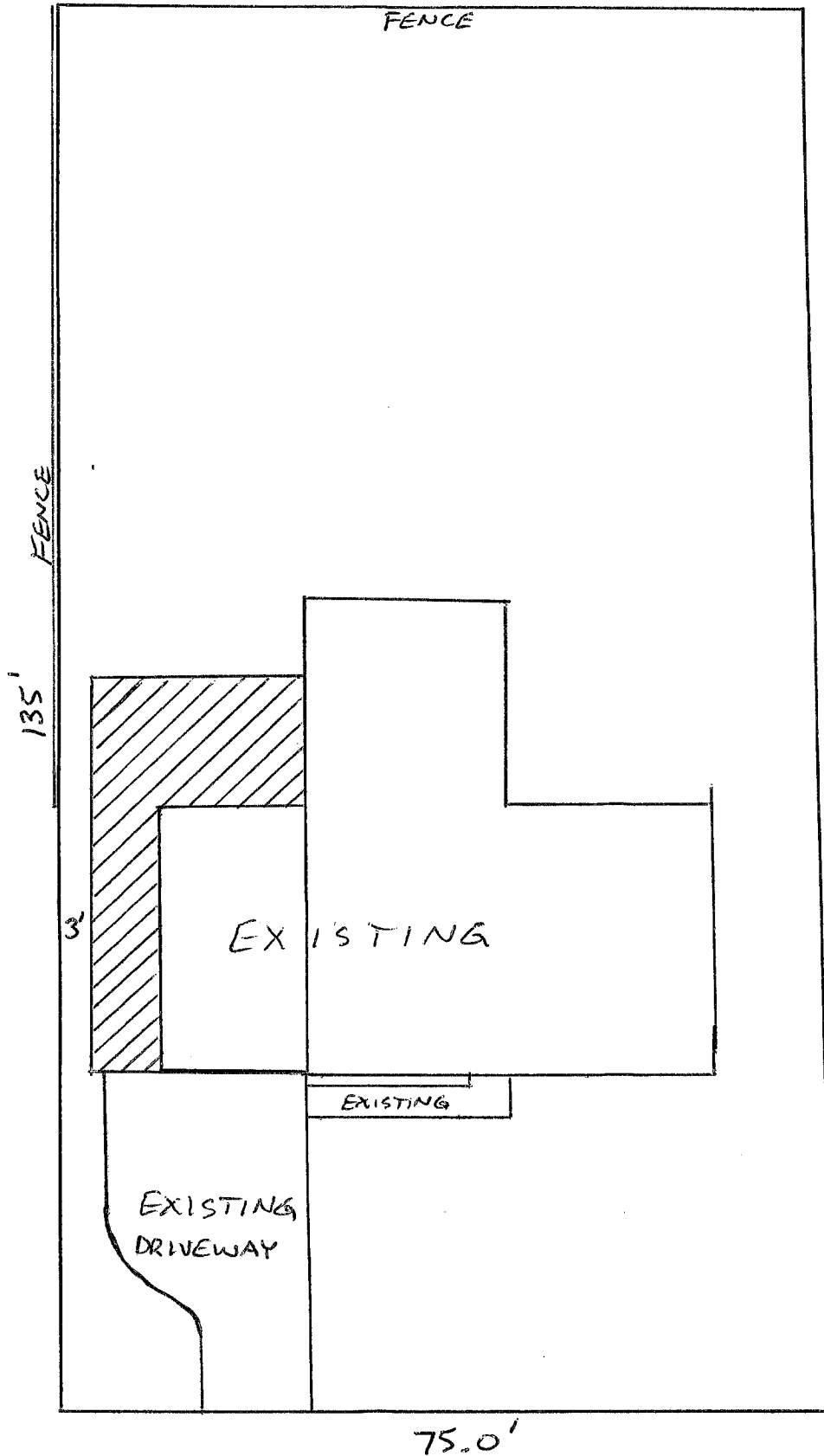
2. Application Factors:

- a. The additional 2' requested in the width of the garage will enhance the functionality of the interior garage space, so that the home owners would be able to enter and exit their vehicles more easily. Given the combined widths of their cars (14' side mirror to side mirror), and the interior dimension under the current plan (17'-9"), This leaves only 1'-3" between the vehicles, and between the vehicles and the walls. The additional 2' requested would leave 2' of space to enter and exit their vehicles.
- b. The property currently doesn't have exterior storage for seasonal items such as; lawn mowers , snow blowers, gardening tools, grills etc. The proposed garage space would allow the owners to store these items within their new garage space.
- c. Even though the proposed addition would increase the amount of garage space on the property from 364 sq. ft. to 782 sq. ft., the hard surface area on the lot would still be within the maximum 30% lot coverage allowed.
- d. The size of the home would be consistent with neighboring properties. There are currently neighboring homes that have two stall tuck under garages.
- e. The roofline on the new structure will match the height of the existing house roof.
- f. The addition would actually make the home look more consistent with its neighbors.
- g. The existing garage space does not accommodate more than one vehicle.
- h. The proposed addition does not place more vehicles next to first floor bedrooms of contiguous properties. There would still be 13' between structures. The owner currently parks outside about that distance from the next door neighbor's home.

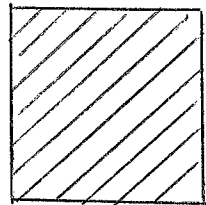
694 SEXTANT AVE. W.

72.65'

FENCE



KEY:



ADDITIONAL
SPACE
REQUESTED

SITE PLAN

$\frac{1}{16}'' = 1'-0''$

48" FRONT OVERHANG
TO MATCH HOUSE

24" BACK AND SIDES

VINYL SIDING
BACK AND SIDES

STUCCO
FRONT TO MATCH HOUSE

EXISTING

RETAINING WALL
AND LANDSCAPE
AS NEEDED

RETAINING WALL
AND LANDSCAPE
AS NEEDED

NEW LOWER GARAGE FLOOR
EXACT HEIGHT MUST BE DETERMINED

PROPOSED FRONT ELEVATION

SCALE 1/4" = 1'-0"

Contractor:

Tiny Estate Builders, LLC
40980 Guthrie Avenue
North Branch, MN 55056
(651) [REDACTED]
MN License # BC700714

for

CASE MEYERDING
694 SEXTANT AVE W
ROSEVILLE, MN

Date
MARCH
13
2017

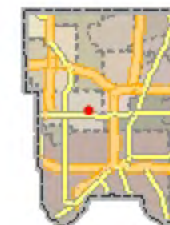
Revised
MARCH 15
2017

plan #
T17
206

Plans are prepared as a service only. General contractor responsibility for all dimensions, materials, notes, and conformity to code. Verify these plans for any changes or corrections prior to construction.



Legend



-  City Halls
-  Schools
-  Hospitals
-  Fire Stations
-  Police Stations
-  Recreational Centers
-  Parcel Points
-  Parcel Boundaries
-  Airports

Notes

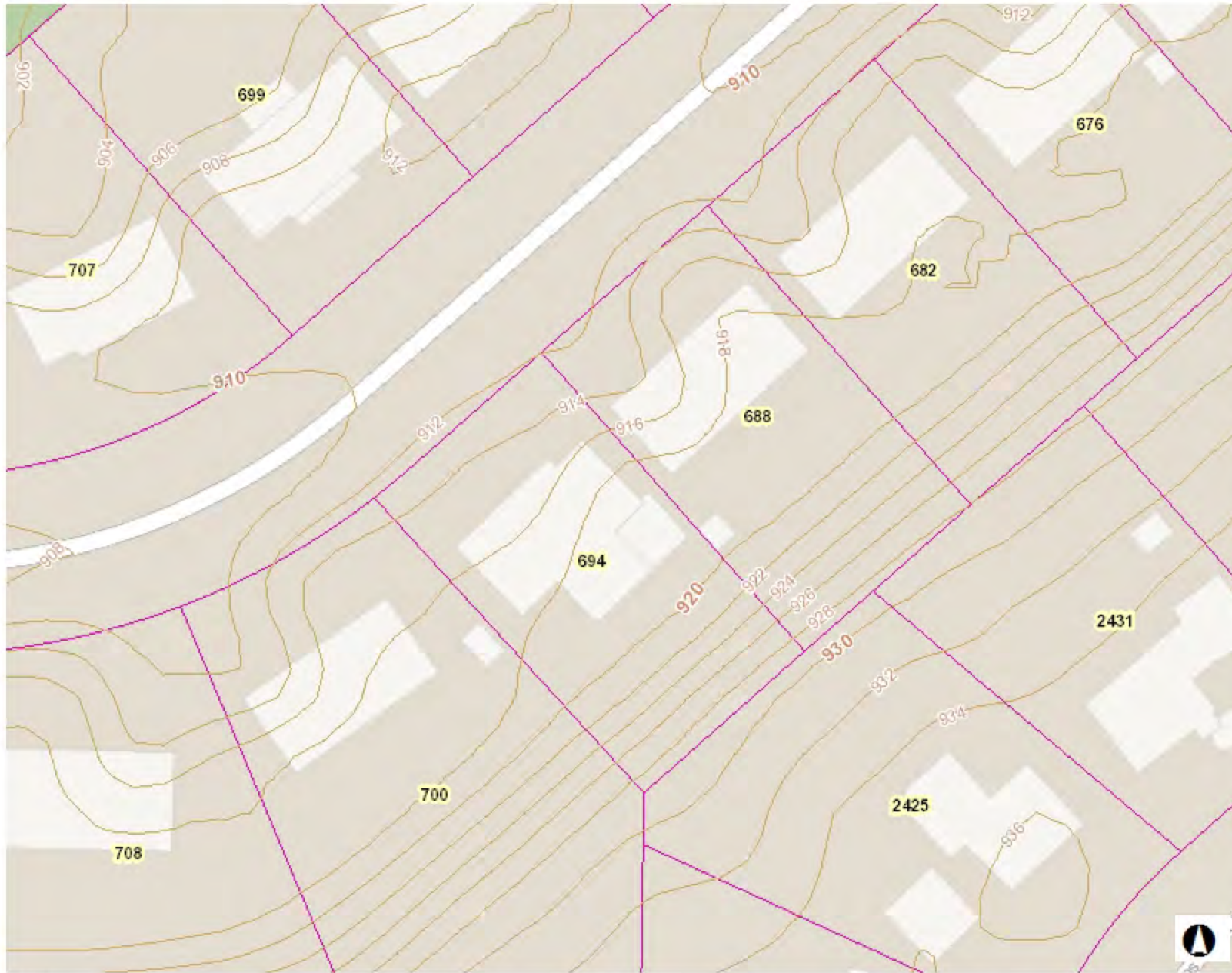
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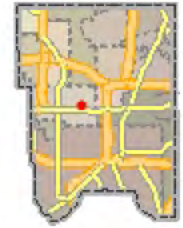
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© Ramsey County Enterprise GIS Division

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THIS MAP IS NOT TO BE USED FOR NAVIGATION



Legend



-  City Halls
-  Schools
-  Hospitals
-  Fire Stations
-  Police Stations
-  Recreational Centers
-  2012 Contours
-  Parcel Points
-  Parcel Boundaries
-  Airports

Notes

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Community Development Department

April 21, 2017

Case Meyerding
694 Sextant Avenue
Roseville MN 55113

Dear Mr. Meyerding:

As you know, an Administrative Deviation hearing regarding your application was held on Thursday, April 20, at 9:45 a.m. in the Roseville City Hall Aspen Room.

During the hearing, the review panel found that the proposed garage and home addition met all of the applicable criteria and compared favorably to the factors considered in all such Administrative Deviation applications. Because the application met Roseville's requirements, your application was approved, subject to the conditions below, intended to minimize and mitigate negative impacts to the abutting property:

- a) The proposed garage and home addition shall stand at least 3 feet from the adjacent side property line; a 24-inch roof overhang extending into the setback area would be permitted, pursuant to satisfying building permit requirements.
- b) The iron monuments marking the affected property corners shall be exposed, and their location shall be verified by a surveyor, prior to construction so that the setback can be verified by inspectors.
- c) Construction materials on site shall be stored within the structure, on the driveway, or in the back yard.
- d) The grade of the driveway must be a minimum of 1% to the street, or garage floor elevation must be at least 0.5 feet above curb flow line elevation.
- e) Reasonable measures shall be made to prevent damage to the abutting yard, and any improvements thereon, caused by excavation or construction. And any such damage shall be repaired to the standards of the City Code prior to final inspection of the addition.

The mandatory 10-day period to appeal this approval will remain open until noon on Monday, May 1, 2017; if we have not received any appeals in that time, your permit may be issued pursuant to its approval by Roseville's inspections staff.

Should you have any questions or comments, please do not hesitate to call me at 651-792-7073.

Sincerely,
CITY OF ROSEVILLE



Bryan Lloyd
Senior Planner

copy:
Ms. Farhat, 693 Sextant Ave.
Mr. & Mrs. Spika, 699 Sextant Ave.
Mr. & Mrs. Warner, 688 Sextant Ave.

City of Roseville
Community Development Department

April 26, 2017

Raymond & Barbara Warner
688 W. Sextant Ave
Roseville, Mn 55113

Re: Case Meyerding remodel variance

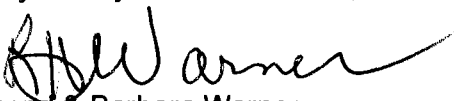
To whom it may concern,

We have lived in Roseville since 1973, I wish to appeal the variance granted to Case Meyerding on April, 20, 2017 for the property located at 694 Sextant Ave. next to my property. My concerns are as follows:

1. It will affect the aesthetic value of our property due to the fact that the other homes are not that close together in this established neighborhood.
2. This addition will limit any future access to our backyard, such as oversized equipment i.e. trailers, construction equipment.
3. This addition will reduce long enjoyed light exposure to existing vegetable and flower gardens that have been lovingly tended for 44 years.
4. We have major concerns how this addition would affect the drainage/runoff from the property. I do not see where this has been addressed in previous correspondence.
5. There are conflicting written and verbal statements as to whether a survey will or will not be done. Mr. Lloyd stated in a verbal phone conversation on April 20th that a survey would not be needed. The letter dated April 21 stated that a survey WILL take place prior to construction.
6. The panel gave a very quick approval, we don't even know if there was a visual inspection. Once the project starts we feel that any issues will be difficult to correct.

We understand that Mr. Meyerding has the right to construct an addition according to the laws and codes of the City. However the properties have coexisted for at least 50 years as the homes were originally intended and as the neighborhood was designed, we would like this to remain as close to the original aesthetic as possible. Would hope that our longevity would carry some merit with the Council and Variance Board.

Thank you for your consideration,


Raymond & Barbara Warner

View from Across the Street



Appellant's Garden Area



Height Study



Setback Study



ROSEVILLE
REQUEST FOR COUNCIL DISCUSSION

Agenda Date: 5/22/2017

Agenda Item: 7.b

Department Approval



City Manager Approval



Item Description: Report on the status of the comprehensive plan update process (PROJ-0037)

BACKGROUND

The principal consulting team comprised of Erin Perdu, from WSB, and Lydia Major, from LHB, engaged to lead the update of Roseville's comprehensive plan have prepared and provided materials to update the City Council on the comprehensive plan update process. Ms. Perdu's introductory memo and documentation of the Planning Commission's progress on updating the goals expressed in the comp plan (which is identified as Attachment 1 in her memo) is included with this staff report as Exhibit A.

Ms. Perdu's memo also identifies (as Attachment 2) a report from Lydia Major detailing the community engagement effort to-date; these materials are labeled in this packet as Exhibit B. Ms. Major notes that a summary of "intercept boards" and a summary of the survey results received so far are attached as PDFs. Both of these summarizations have been distributed to the City Council, but the practice has been to not publish survey results for public view before the survey is closed so as not to accidentally influence people who have not yet completed the survey. Please also note that the complete collection of feedback received at the kick-off meeting, digital images of the intercept boards, notes from the Future Cities Team brainstorming meeting, and focus group meeting notes are all published in the archive of important documents that is part of the comprehensive plan update webpage at www.cityofroseville.com/CompPlan.

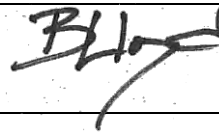
REQUESTED DISCUSSION

Receive the presentation from Erin Perdu and discuss the comprehensive plan update process, as necessary.

Exhibits: A: Memo and supporting material
from Erin Perdu

B: Memo and supporting material from Lydia
Major

Prepared by: Senior Planner Bryan Lloyd
651-792-7073
bryan.lloyd@cityofroseville.com





Memorandum

To: *City of Roseville Mayor and City Councilmembers*

CC: *Bryan Lloyd, Senior Planner*

From: *Erin Perdu, Planning Consultant*

Date: *May 17, 2017*

Re: *Comprehensive Plan Update – Goals, Objectives and Public Input
WSB Project No. 1797-100*

To provide an update on the Comprehensive Plan process thus far, the project team is providing a few pieces of information prior to Monday evening's meeting:

1. **Draft Goals and Objectives:** These goals and objectives have been developed starting from the Imagine Roseville 2025 and the previous 2030 Comprehensive Plan. The project team, including City Staff and the Planning Commission made revisions, deletions and additions. The materials were then further revised based on the input received from the public at the kick-off meeting held in February and preliminary results from our online survey. They will be updated further based on the feedback from the final online survey, intercepts, and focus groups being held this week.

The next step for the goals will be to translate them into a Decision-Making Rubric which includes questions and measurables related to each goal. The City Council, staff, and appointed officials will then be able to use the goals in their regular decision-making process as well as measure progress.

2. **Summary of Results from Public Engagement:** The attached memorandum from Lydia Major, LHB provides a summary of the results from the public engagement activities completed to-date. Those include the public kick off meeting, online survey, and brainstorming session with the Future Cities students at Roseville Middle School. The next report on public engagement will include a comprehensive report, and common threads, from all of the first-round public engagement activities which will also include focus groups (being held this week), intercepts (materials being retrieved and compiled this week), and Meetings-in-a-Box.

I will be in attendance at your meeting on May 22nd to provide a report on our progress and answer any questions you may have.

City of Roseville 2040 Comprehensive Plan DRAFT Goals and Objectives

Roseville is a welcoming community that appreciates differences and fosters diversity.

Make Roseville a livable community for all by providing high quality communications, opportunities for youth and outreach to City newcomers.

Respect and encourage diversity

Encourage diversity in city staff and appointed officials that reflects the diversity of the city population

Roseville is a desirable place to live, work, and play

Create an attractive, vibrant, and effective city with a high quality of life by implementing placemaking principles to the design and management of the public realm.

Provide excellent, effective, and efficient city services

Be an early adopter of creative and sustainable redevelopment policies.

Increase the diversity of the size, type, and scale of businesses in the city.

Roseville has a strong and inclusive sense of community

Foster and support community gathering places both large and small.

Promote and support city-sponsored and community-based events.

Encourage development of neighborhood identities to build a sense of community and foster neighborhood communications, planning, and decision making.

Roseville residents are invested in their community

Provide meaningful opportunities for community engagement.

Ensure that city government is civil, informative, and responsive.

Roseville is a safe community

Continue to provide efficient and effective police, fire, and emergency medical services so residents, businesses and visitors feel and are safe.

Provide appropriate policies and funding to meet or exceed national standards for response times and services for fire, police, and emergency medical services.

Promote high quality urban design of development and redevelopment that enhances safety.

Roseville housing meets community needs

Develop a coordinated housing strategy for the City.

Provide mechanisms that encourage the development of a wide range of housing that meets regional, state and national standards for affordability.

Implement programs that result in safe and well-maintained properties.

Establish public-private partnerships to ensure life-cycle housing throughout that city to attract and retain a diverse mix of people, family types, economic statuses, ages, and so on.

Employ flexible zoning for property redevelopment to meet broader housing goals such as density, open space, and lot size.

Develop design guidelines to support new or renovated housing that contributes to the physical character of the neighborhood, healthy living, and environmental and economic sustainability.

Roseville is an environmentally healthy community

Preserve and enhance soil, water, and urban forest resources.

Reduce negative human impacts by reducing the consumption of non-renewable energy and reducing pollution.

Roseville has world-renowned parks, open space, and multigenerational recreation programs and facilities

Expand and maintain year-round, creative programs and facilities for all ages, abilities, and interests.

Provide high quality and well-maintained facilities, parks, and trails.

Roseville supports the health and wellness of community members

Enable active and healthy lifestyles for all.

Support initiatives (including land use and zoning tools) and partnerships to improve health care quality, affordability, and access.

Roseville supports high quality, lifelong learning

Promote the benefits of lifelong learning and intergenerational education through partnerships with local school districts, libraries, and other educational institutions.

Collaborate with local school systems in a fashion that results in high expectations and active involvement in public education.

Roseville has a comprehensive, safe, efficient, and reliable transportation system

Plan for and support a multi-modal transportation system that moves people and goods safely and efficiently.

Support and allow access to robust public transit system that is integral to the metropolitan system and meets long-term needs.

Properly fund public transportation and transit systems.

Expand, maintain, and promote a system of continuous and connected pathways that encourage walking and biking.

Proactively communicate about and promote transit and pathway options.

Roseville has technology that gives us a competitive advantage

Explore public-private partnerships to ensure that the technology infrastructure is in place to optimize public and private sector performance.

Develop a long-term technology infrastructure plan which includes wireless/cellular, high-speed internet, and other emerging technologies.

Establish secure funding sources to operate, maintain, and upgrade technology infrastructure and services that Roseville provides to its residents and other Ramsey County communities.

Roseville has a growing, diverse, and stable revenue base

Establish sustainable funding sources and mechanisms to pay for community needs.

Encourage renovation and redevelopment to increase tax base.

Develop alternative mechanisms to fund city services.

Roseville responsibly funds programs, services, and infrastructure to meet long-term needs

Maintain the highest financing and budgeting standards.

Align budget and expenditures to support programs and services for all city functions.

Actively manage funds to provide long-term fiscal stability.

Incorporate community priorities in funding decision-making process.

Collaborate with other governmental units to leverage and manage costs for operations, services, and capital improvements.

Roseville has high quality employment opportunities that meet the needs of current and future residents.

Retain, recruit, and expand a diverse range of local businesses and industries.

Work with business and industry groups to provide adequate jobs that meet the service needs of residents and visitors.

Require/encourage/incentivize the creation of jobs that provide a livable wage.

Create regulations that allow renovation and redevelopment of spaces that could be used to support a variety of small businesses.



Memorandum

DATE: May 16, 2017

TO: Bryan Lloyd, City of Roseville

FROM: Lydia Major and Erin Perdu

RE: Community Engagement Summary

Dear Bryan,

A summary of our community engagement efforts to date follows.

Kick-off Meeting Summary

The Roseville Comprehensive Plan Kick-Off Meeting served as an introduction to the project and to begin to collect feedback from the community. It began a community engagement process that will include public open houses, charrettes and workshops, panel discussions, focus groups, stakeholder interviews, listening sessions, intercepts, meetings in a box, online surveys and written questionnaires.

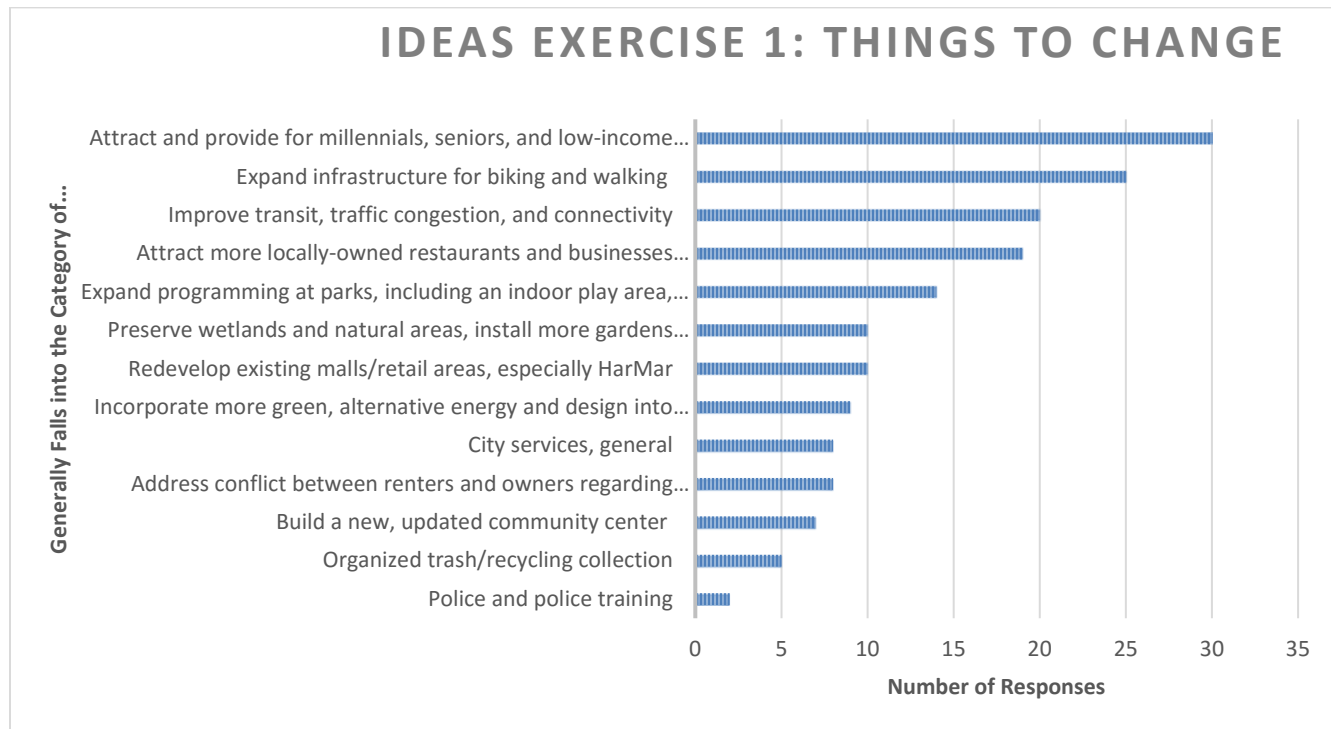
There were several overarching themes that came out of this kick-off event for the Roseville 2040 Comprehensive Plan process, including:

- Incorporate more green, alternative energy and design into the city – solar, wind, LEED
- Expand infrastructure for biking and walking
- Improve transit, traffic congestion, and connectivity
- Address conflict between renters and owners regarding property upkeep
- Attract more locally-owned restaurants and businesses instead of chains, including craft breweries and a food co-op/grocery store
- Redevelop existing malls/retail areas, especially Har Mar
- Attract and provide for millennials, seniors, and low-income folks via transit, housing, services and general livability

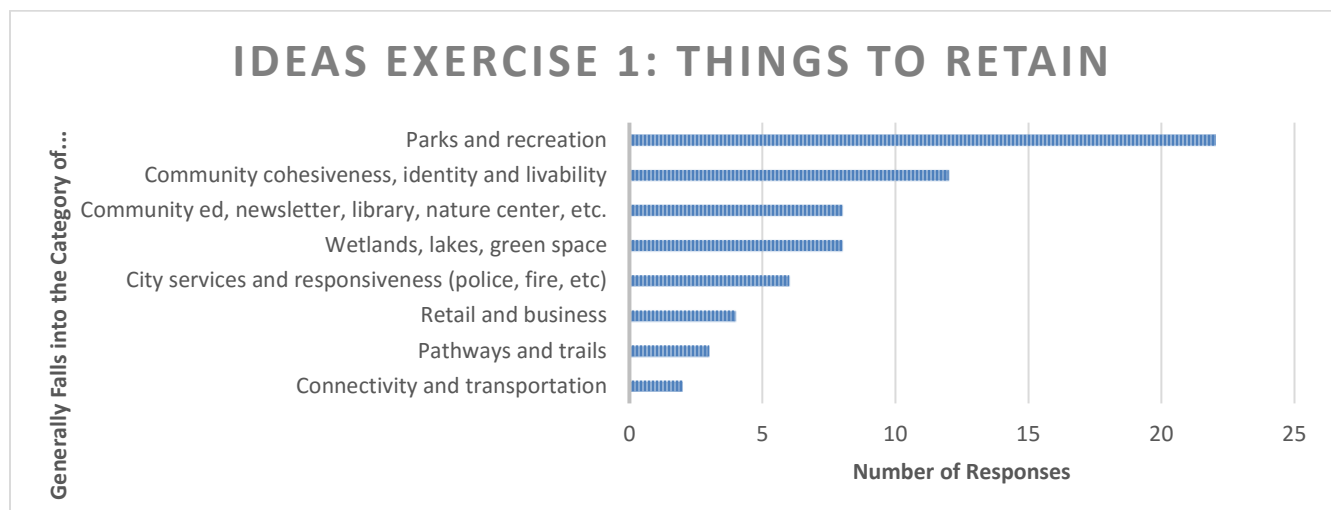
RCA Exhibit B

Memorandum
Date: May 16, 2017

- Build a new, updated community center
- Preserve wetlands and natural areas, install more gardens and community gardens
- Expand programming at parks, including an indoor play area, mountain biking, sensory activities, a skateboard park, classes – though in general there was very positive feedback for existing parks



* Approximately 15 responses were recorded that did not fit into the above categories



* Approximately 6 responses were recorded that did not fit into the above categories

RCA Exhibit B

Memorandum
Date: May 16, 2017

Intercept Board Locations

Intercept Boards were deployed at the following locations:

- City Hall
- The Oval
- Fairview Community Center
- Ramsey County Library
- Bridging
- University of Northwestern, St. Paul
- Keystone Community Service (in the Hamline Shopping Center)
- RAHS (to be put up during parent/teacher conferences on April 20)

The following locations were attempted but didn't work out:

- Common areas in Har Mar (unresponsive)
- Common areas in Rosedale (wanted exorbitant insurance)

There were several overarching themes that came from this update of the intercept boards:

- Appreciation of the lakes, parks, and library
- Interest in greening the city via increased green space, gardens, alternative energy (solar, wind, etc)
- Desire for a community center
- A downtown-like retail center is preferable to strip malls
- Traffic/transportation are issues of concern, with a particular interest in increasing transit and bike/pedestrian access

More detailed information is available in the separate PDF, attached.

Meetings in a Box (MIAB)

We have three kits ready to go and have had one successful MIAB. There was interest in having many more at the public meeting, but we haven't seen much follow-through, despite attempts to contact potential hosts.

Online Survey

We currently stand at 237 participants. Responses are attached to this memo as a PDF.

RCA Exhibit B

Memorandum
Date: May 16, 2017

Future Cities Team Brainstorming Meeting

On January 26, we had a fun and productive meeting with the middle school students involved in this year's Future City Competition. We asked:

- Do you see yourselves coming back to Roseville after you graduate?
- What do you want to see in YOUR Roseville?
- What do you like about Roseville?
- What would you change?

The students told us:

- Make sure that Roseville doesn't become too overcrowded
- Keep the open space and trees, including street trees
 - Roads with trees on both sides are highly desirable
- Don't keep large commercial areas all together – they don't look nice from a driver's perspective
- Incorporate things like banners on street lamps, which are friendly
- Reduce light pollution
 - All light fixtures should be pointed downward
- Make the City more walkable, like White Bear Lake downtown area
- Have spaces for more small businesses
- In general, the City needs more spaces to meet up – perhaps in parks. There needs to be more diversity in gathering spaces, areas for sports and sports equipment.
- Har-Mar Mall:
 - It is too empty and dark
 - Empty spaces inside feel unsafe and intimidating
 - Have more amusements, things to do
 - Small family restaurants
 - Incorporate some green space too which could serve a dual purpose: making the site look better and have space for gathering and things like a farmer's market
 - Outdoor shopping area that is walkable
 - Maybe apartments on top
- Business diversity:
 - Attract family-run restaurants and not just chains
 - More family-owned businesses; maybe these could be located in areas where nothing is happening now.
 - We need a destination for these small businesses where there are other things to do as well.
 - String together small businesses and give them some advantages; something like a "Diversity Square" like Pike's Place Market in Seattle or the International Bazaar at the State Fair.
 - Create more business diversity within the existing malls (including world food and culture offerings)
- Underground parking

RCA Exhibit B

Memorandum
Date: May 16, 2017

- The city needs more arts and culture...we have the people we just don't have the places for culture and diversity. Perhaps we should use public spaces for this purpose
- The city needs a better grocery
- When asked if they would come back to Roseville when they graduate, 4-5 said they would (out of approximately 20).

Focus Group Meetings

We held the following Focus Group Meetings on April 19 at the Oasis Park Building:

- 7:30am Economic Development (invited Visitors Association, Business Council, Malls, small business, economic development, and Chamber representatives)
- 9:00am Land Use (invited developers, brokers, and other real estate representatives)
- 10:30am Housing #1 (invited housing developers, affordable housing, apartment managers, and housing association representatives)
- 1:00pm Education (invited public and private K-12, post-secondary, and preschool representatives)
- 2:30pm Opportunity (invited community service, family resource, non-profit/philanthropic, and under-represented populations representatives)
- 6:00pm Housing #2 (invited neighborhood organization/block leaders, League of Women Voters (who expressed an interest in this topic at the public meeting), and other members of the public)
- 7:30pm Diversity (held following the HRC meeting at Roseville City Hall to include many participants in that meeting and invited various interested organizations)

We had wonderful discussions with these groups and learned a lot of information about what is working in Roseville and what could change to make it even better. The complete set of notes is available on the Roseville 2040 Website.

Walkabouts

We are planning the following walkabouts in June:

- The area near UNW-SP to review the impacts of rental and other forms of housing on this evolving neighborhood.
- County Road B/Snelling Avenue node to explore the seam between the retail and residential areas, as well as the general direction of this key commercial district.
- The transition area between the residential neighborhood generally south of County Road B, between Hamline and Lexington Avenues, and the commercial node at Lexington/Larpenteur.
- Southeast Roseville, northwest of Rice/Larpenteur, where we are hoping to reach targeted populations where they are and explore the impacts of high- and low-density

RCA Exhibit B

Memorandum

Date: May 16, 2017

residential neighborhoods. This will be coordinated with the Rice/Larpenteur planning project.

ECFE

We are planning several ECFE events in June.

c: LHB File

O:\16Proj\160669\300 Communication\304 Minutes\City Council\160669 20170516 Community Engagement Summary.docx

ROSEVILLE 2040 Comprehensive Plan Intercept Board Notes

April 25, 2017

Summary

The Roseville Comprehensive Plan community engagement process includes intercept boards, which have been placed in various locations around the City including the Public Library, City Hall, Fairview Community Center, Fairview Alternative High School, the University of Northwestern – St. Paul, and Keystone. This summary collects data from these locations over a period of one to two weeks. The community engagement process will also include public open houses, charrettes and workshops, focus groups, stakeholder interviews, meetings in a box, online surveys, and other forms of input.

There were several overarching themes that came from this update of the intercept boards:

- Appreciation of the lakes, parks, and library
- Interest in greening the city via increased green space, gardens, alternative energy (solar, wind, etc)
- Desire for a community center
- A downtown-like retail center is preferable to strip malls
- Traffic/transportation are issues of concern, with a particular interest in increasing transit and bike/pedestrian access

Intercept Board Responses

Mapping Exercise with comments

Where do you like to go?

- I like the lakes and parks the most
- Parks are amazing
- Clean, quiet
- Love library
- I love Langton Lake, but the recent construction to the south disturbs the atmosphere. I am much less inclined to go there than I used to be
- I like to go to lots of places by foot but often the traffic is pretty scary - more consideration for walkers' experience
- We like to walk in our neighborhood
- Langton Lake is your best park, less congested than Central Park and more room for trails

Where do you not like to go?

- Avoid Rosedale; crowded, poor stores and food
- Larpenteur/B2 area has too fast of traffic...needs... on street to slow down cars
- Rosedale is a mess

How would you like to see Roseville evolve?

Do you imagine yourself living in Roseville in 20 years? Why or why not?

- Yes!! I am retiring here
- Yes - retired/retiring and live here now
- Yes, in multi-generational housing
- No- very expensive
- No – everything's too tightly placed, little privacy
- Don't know - thinking about moving further out: cheaper
- No. The communities I am part of are in the NW sectors of Minneapolis
- Yes, except buying or renting a house is too expensive
- Yes, because it is the Bomb.com
- Planning my campaign for president! Vote Anna 2047
- Only as I need a break from NYC
- Yes, if prices are reasonable and they maintain the quality and quantity of parks
- No. Because I live in Shoreview.
- I'd be here because I can't die of old age
- Yes, because I like Roseville.
- Yes, locations and parks

What would you change about Roseville?

- Add a community center similar to the Shoreview CC
- More rain gardens and more homes with veggie and perennial gardens
- Community solar gardens
- Calming of rush hour traffic on major streets
- More homes with solar panels and/or wind turbines
- Restrict herbicide and pesticide applications
- Need downtown and multi-use arts/community center
- Lower water bills
- It is the City that works for its resident
- Reduce property taxes
- To not proliferate the strip malls, create a 'downtown' area
- Better mass transit
- Park, sidewalk, school
- More transit options
- Love the police
- Need thrift store

- Sidewalk on Fairview Ave
- More transit for wheel chairs
- More open space, parks, woods for wildlife
- More open space
- Improvement in high school
- More diverse community
- Public transportation could be more improved. It is cost efficient
- Adding public transportation
- Wish there is a sidewalk on Victoria north of city
- Walkable mixed use development at Lexington & Larpenteur would improve density and anticipate to better transit access.
- Redevelop the aging strip malls
- Better biking
- Even more green spaces
- NO SCHOOL!-Kid
- More local coffee shops, café, less chain business
- More lighting and street safety
- Need left turn stoplight on N. Snelling off county road E. No car go left during rush hour
- Additional investment in schools and nature preservation
- Have more parks for just walking around a lake
- Community park with indoor pool and playground. Improve/update school buildings
- Have a splash pad for little kids
- Better schools
- We would love a new community center with a pool in Roseville on F.H.
- Light rail, public transportation
- A plan to expand shoreline-public. To have walkways around lakes like Minneapolis
- Better dining options. Too many chain restaurants and not enough unique or better ones
- Attract more employers that pay livable wages
- Less light pollution at night
- More animals. Vote Layla for president 2042.
- Community center like Shoreview. Please bring it to Roseville. Thanks!
- Less crime

What would you preserve about Roseville?

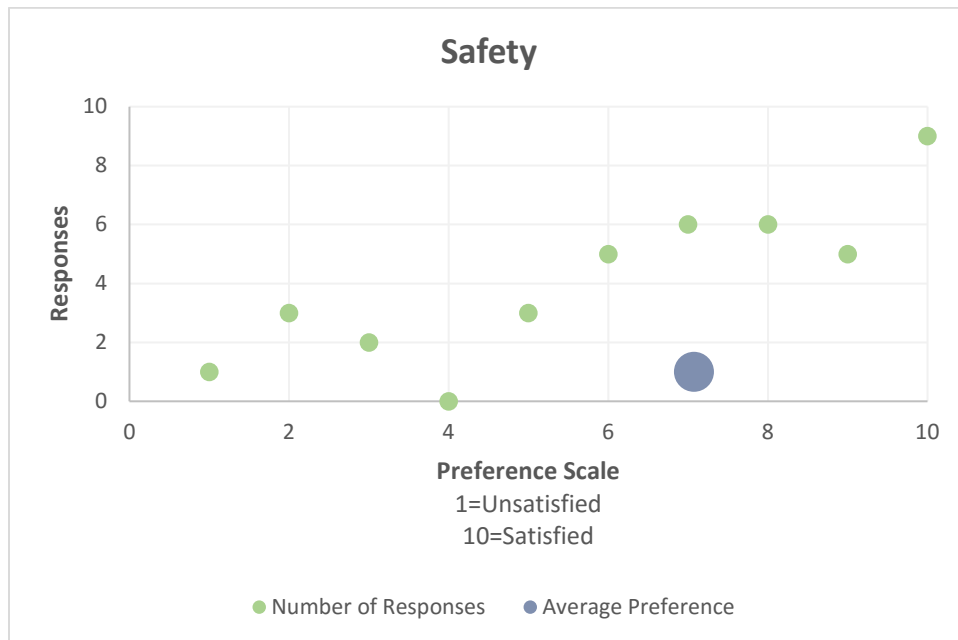
- Trees and green space
- Supportive government for community volunteer efforts
- The parks and disc golf course
- Peaceful open spaces
- Peaceful trails
- Love the lakes and green spaces and accommodations
- Parks and library
- Peaceful open spaces
- Parks

- Family feel
- Friendly community
- DQ on Lexington and Larpenteur
- Historic architecture
- Parks
- Quiet good parks
- The Roseville Library is a very nice place to spend time, along with the Roseville Community Center area
- Peaceful open spaces
- Parks, pools and other entertainment
- I like the Roseville Library area
- Trees, parks and beaches. Walking and biking paths
- Lots of good arterial roadways both North-South and East-West so that traffic flows well most of the time. Though 36 could be 3 lanes each direction.
- Parks/ nature trails and safe walking paths
- Parks, trees and flowers
- Animals. Public school, parks and crafts.

How is the City of Roseville doing? (sliding scale with comments):

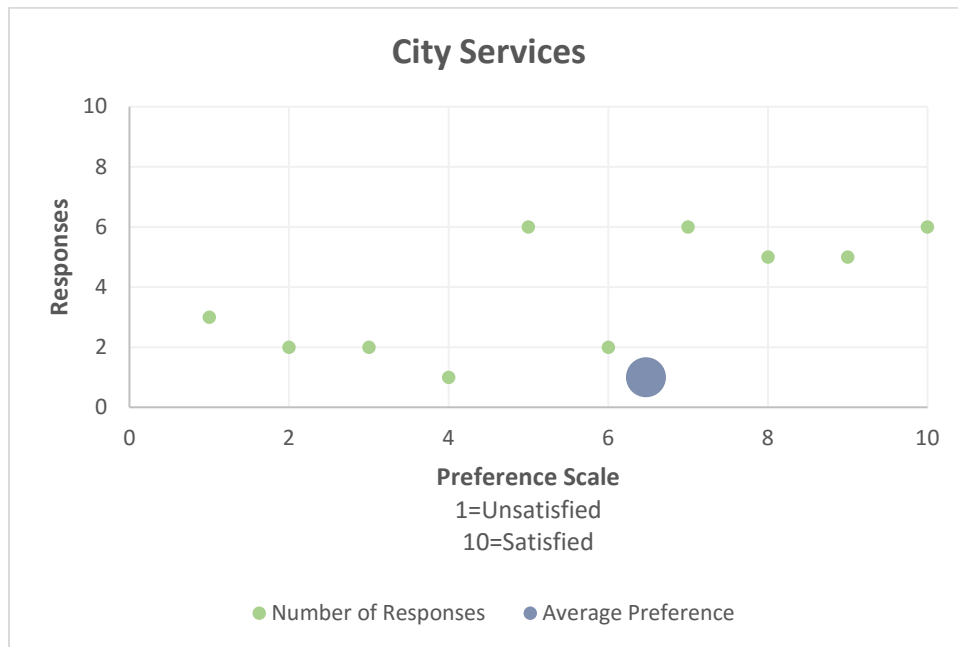
Safety

- We spend a lot of money on police, has Roseville considered outsourcing that?
- Wooded paths don't always feel safe
- I don't drive and I have a baby. I wish sidewalks were in place from Larpenteur/Marion towards the cemetery
- We are an older couple and walk every day. I wish drivers would remember there are pedestrians also there are too many loose dogs without people
- Crossing busy streets with kids on the pedestrian crosswalks are a nightmare-no one stops for you! They need flashing lights. Especially Hamline and Lexington Ave.



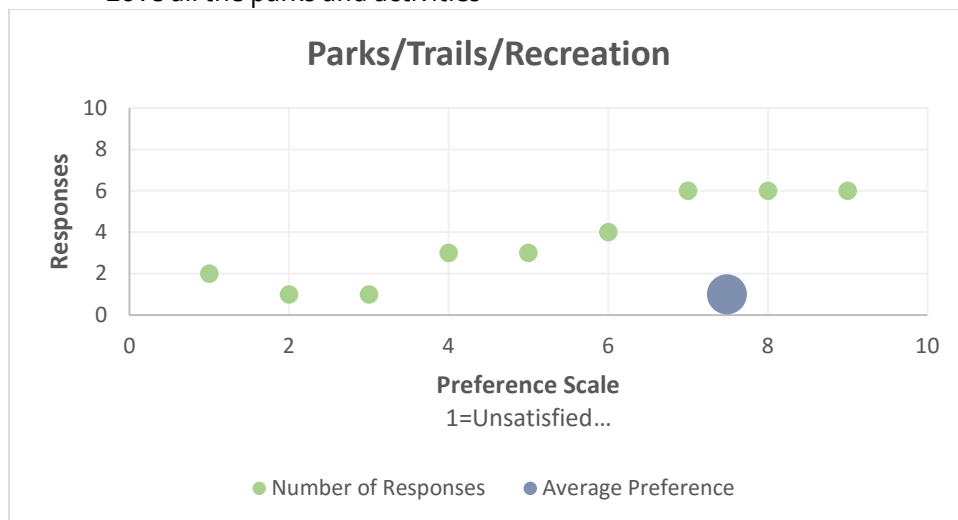
City Services

- I watched a Karen (non-English) speaker get fused in front of my eyes. He was crying and I saw police action as wrong (Larpenteur and Marion)
- Please please have organic garbage available like South Minneapolis and Minnetonka. Roseville excels on many things I am surprised you have not start this yet.
- Fire-have met all wonderful people. Police-seen so many speed and driver super fast for no reason. Most police officer I have met here are entitled
- Nobody likes Minnesota or USA in general
- We are thankful Roseville is inviting to all people
- Need more public garbage can and litter pick-up
- Crime rising in Roseville thanks to liberals for DFL



Parks/Trails/Recreation

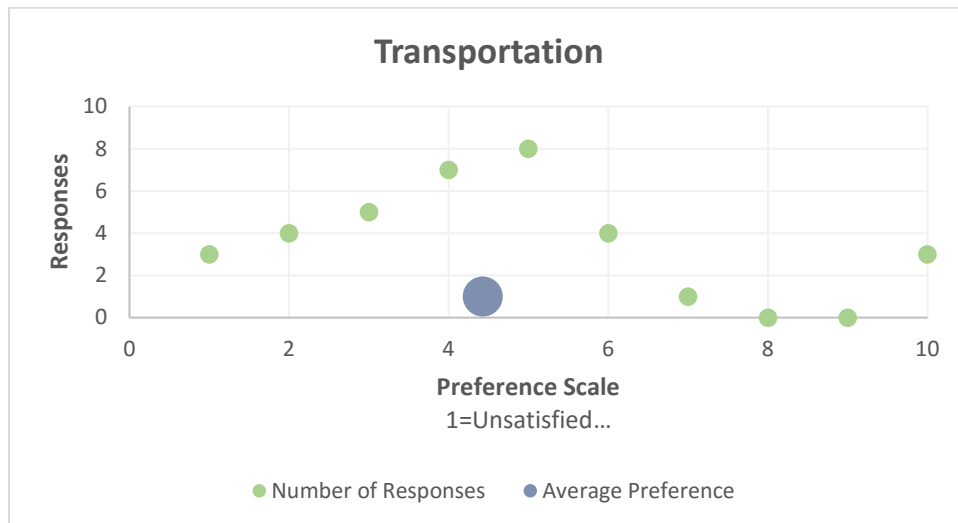
- Like the low traffic parks like nature reserve best
- High traffic areas are still hard on bike riders
- I love the parks. Add some ADA paths around Lake Barnnet on Lexington
- I love the parks here
- Love all the parks and activities



Transportation

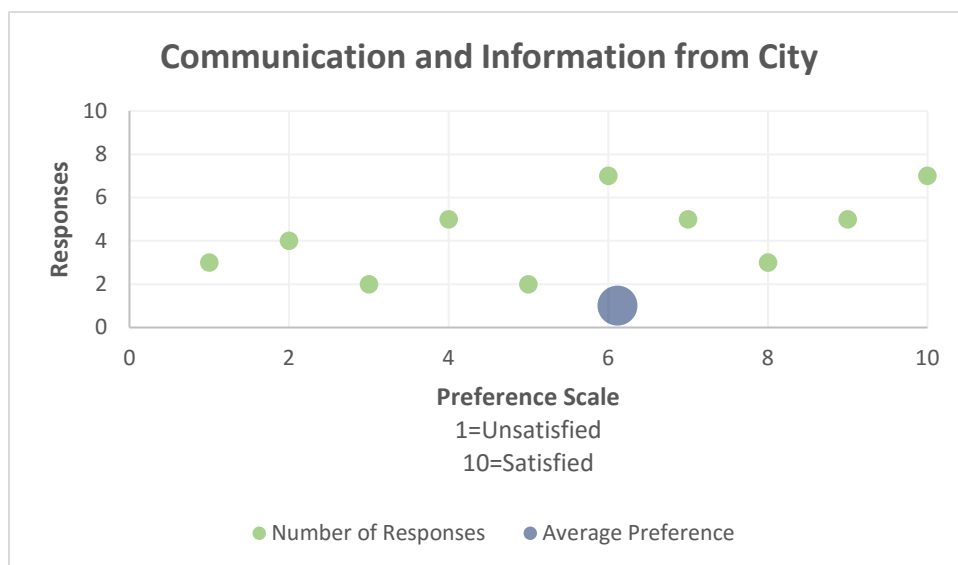
- Why is Roseville paying to widen Snelling Ave?
- More frequent bus service on weekends, north of Hwy 36

- Public transport
- Bus service to downtown commutes needs to be increased
- Traveling East on 36 in the afternoon is terrible. Side streets are not better



Communication/Information from City

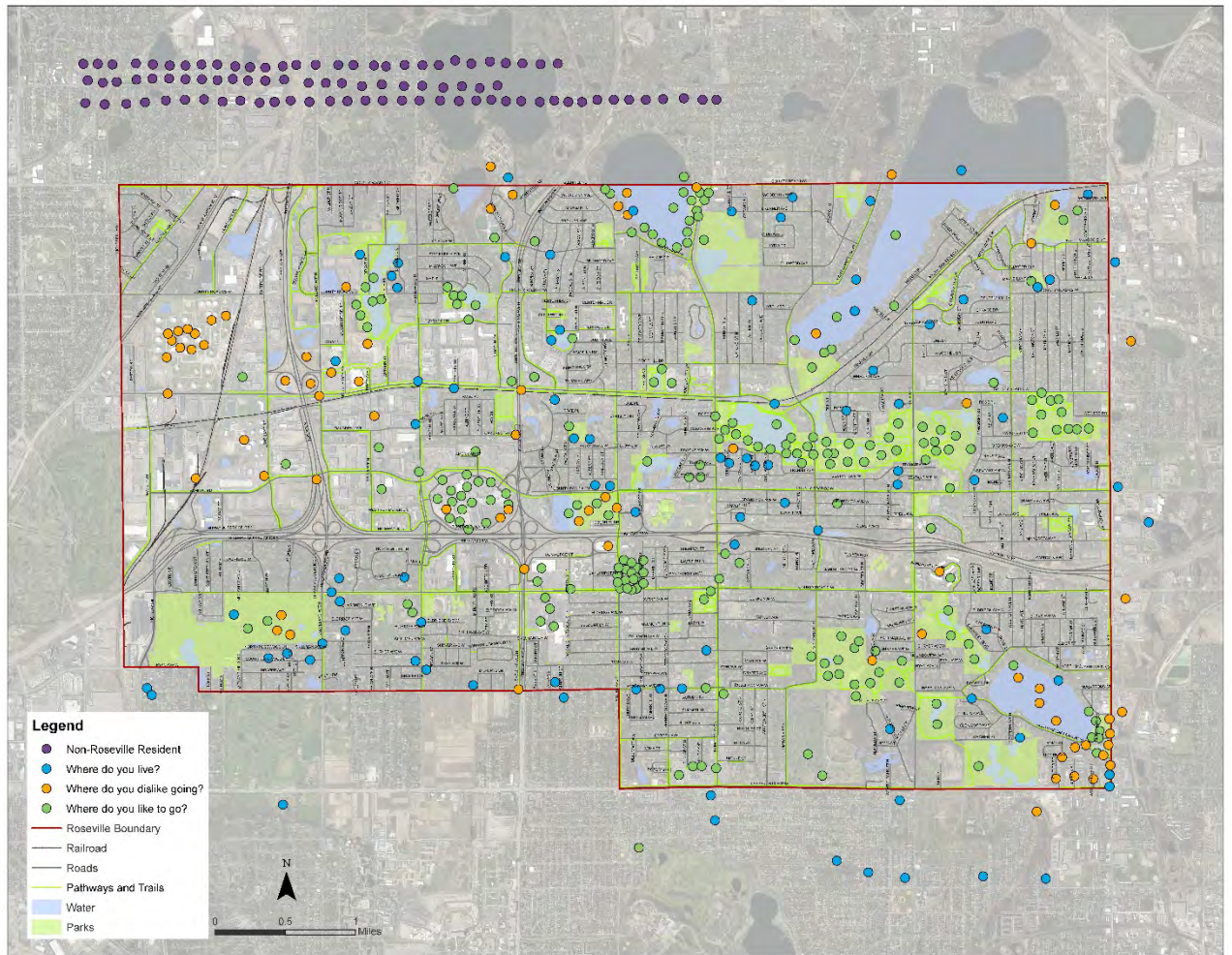
- How can students be informed of changes to the neighborhood surrounding campus? Are they dependent on campus administration for this information?
- Snow plowing/parking needs to be changed. Many residents have off street parking. One side should be plowed then the other like St. Paul. It is unfair to not have
- Is there ever replays of City Council meetings? When? Should be often.
- All cars off the street at once. Many residents have nowhere else to park



Composite Mapping Exercise

ROSEVILLE 2040

our future together



ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: May 22, 2017
Item No.: 7.c

Department Approval



City Manager Approval



Item Description: 1681 Rice Street Non-Residential Stormwater Impact Fee Appeal

BACKGROUND

The property owner at 1681 Rice Street (the parcel in the northwest corner of the intersection of Rice Street and Larpenteur Avenue) has appealed the required Non-Residential Stormwater Impact Fee which is being levied against them in lieu of actual required on-site stormwater mitigation.

City Code and the City's Surface Water Management Plan require any development/redevelopment that exceeds 5,000 square of new or reconstructed impervious surface and/or 10,000 square feet of total land disturbance, to mitigate stormwater on site with the construction of a stormwater Best Management Practice (BMP) device, such as a rain garden, filtration basin, underground storage vault, etc. The vast majority of properties in Roseville are able to meet this requirement by fully infiltrating on site or draining a filtration device into the public storm sewer system.

Staff has been working with this property owner and their engineer since February of 2016 when we first received communications about the potential redevelopment of this site. At that time, it was first recognized that the ability to do on-site stormwater mitigation is severely limited due to the lack of accessibility to the public stormwater infrastructure. Specifically, the property owner would have to run new storm sewer at least 200 feet along Rice Street to tie into the public stormwater system as an outlet for any new stormwater BMP installed on site. Due to the former use of the site (gas station) and the soils on site, it was determined that infiltration was also not an option.

Recognizing this dilemma and also realizing we had no way to allow a property owner to meet the requirements through some other method beyond on site mitigation, staff began to develop and propose a Stormwater Impact Fee program for these types of scenarios. Staff scheduled a presentation of this proposal to the City Council in August of 2016. In the meantime, staff communicated to the property owner's engineer in July of 2016 that we were working to establish this program and that staff would be recommending a fee of \$15 per cubic foot of required stormwater mitigation, but all of this was subject to approval by the City Council.

Staff presented this proposed program to the City Council on August 8th. The Council was open to the concept but felt that the proposed \$15 per cubic foot fee did not adequately represent future maintenance costs of building or expanding a BMP in the public space which the City would be responsible to maintain. Therefore, staff returned to the Council on September 12, 2016 with a revised proposed fee of \$22.50 per cubic foot. This was approved by the Council and this fee was added to the 2017 Fee Schedule as adopted by the City Council.

When the applicant officially applied for the permits in 2017, they were informed of the final stormwater mitigation fee that they would be subject to per the adopted 2017 Fee Schedule and the

required mitigation of 1,707 cubic feet of detention/filtration. This increased the cost they were expecting from \$25,605 (using \$15 per cubic foot) to \$38,407 (using \$22.50 per cubic foot). The property owner was surprised by this increase and is appealing the final cost, requesting that at the very least they be subject to the originally proposed \$15 per cubic foot fee.

Further, the property owner is requesting that if the result of the appeal is a fee of any amount, that the City allow the property owner to pay this fee via special assessments. The City does allow property owners to assess certain utility related fees in hardship cases. Historically this has been allowed for senior citizens on fixed, low incomes, but the Council has also approved payments via special assessments for other mitigation costs such as transportation improvements around retail sites. If Council allows the payment via special assessment, staff would recommend a 10 year term with a 5% interest rate.

The property owner will be at the meeting to speak to the Council and provide more information and/or answer questions.

POLICY OBJECTIVE

The City of Roseville has developed specific requirements that apply to development and redevelopment projects. These standards are intended to help achieve the water resource goals of the City's Surface Water Management Plan (SWMP) and help the City maintain compliance with the National Pollutant Discharge Elimination System (NPDES) municipal permit program. These standards highlight important aspects of the requirements for stormwater quality, discharge rate and volume control, erosion control, and illicit discharge.

The Non-Residential Stormwater Impact Fee policy was developed to provide options for developments that cannot feasibly meet the City's Stormwater Requirements.

FINANCIAL IMPLICATIONS

If the City Council sees fit to approve the appeal by the property owner to reduce the stormwater impact fee, the City would not be subsidizing any actual costs by the City. It would limit the size of the additional detention/filtration volume that the City would construct in the future, likely in conjunction with the reconstruction/modification of Rice Street. Once the device is constructed, it could be argued that the City is subsidizing the maintenance of said device if we constructed the full 1,707 cubic feet that would be required for this property's mitigation.

If the City Council agrees to allow the applicant to pay off this fee via special assessments, the City is still not fronting money until an opportunity presents itself to construct the stormwater device as part of another stormwater/roadway project. In the meantime the property owner would be paying assessments and would essentially be building up a credit for the future expense. There may be a gap between the actual construction of said device, and therefore an expenditure on the City's part, and the full payment of the assessment.

STAFF RECOMMENDATION

Staff recommends the City Council receive the appeal from the property owner and then take one of the following actions:

1. Deny the appeal and require the full payment of \$38,407 prior to the final inspection being approved.
2. Reduce the impact fee to the original estimated amount of \$25,605, or any other agreed upon reduced rate, and require the full payment of this amount prior to the final inspection being approved.

76 Further, the City Council has the option of allowing the property owner to pay the impact fee via special
77 assessments. Staff requests that if the Council requires a stormwater mitigation fee in any amount that
78 they also vote on allowing the fee to be paid via special assessment with the condition that the applicant
79 enter into an Assessment Agreement with the City.

80 **REQUESTED COUNCIL ACTION**

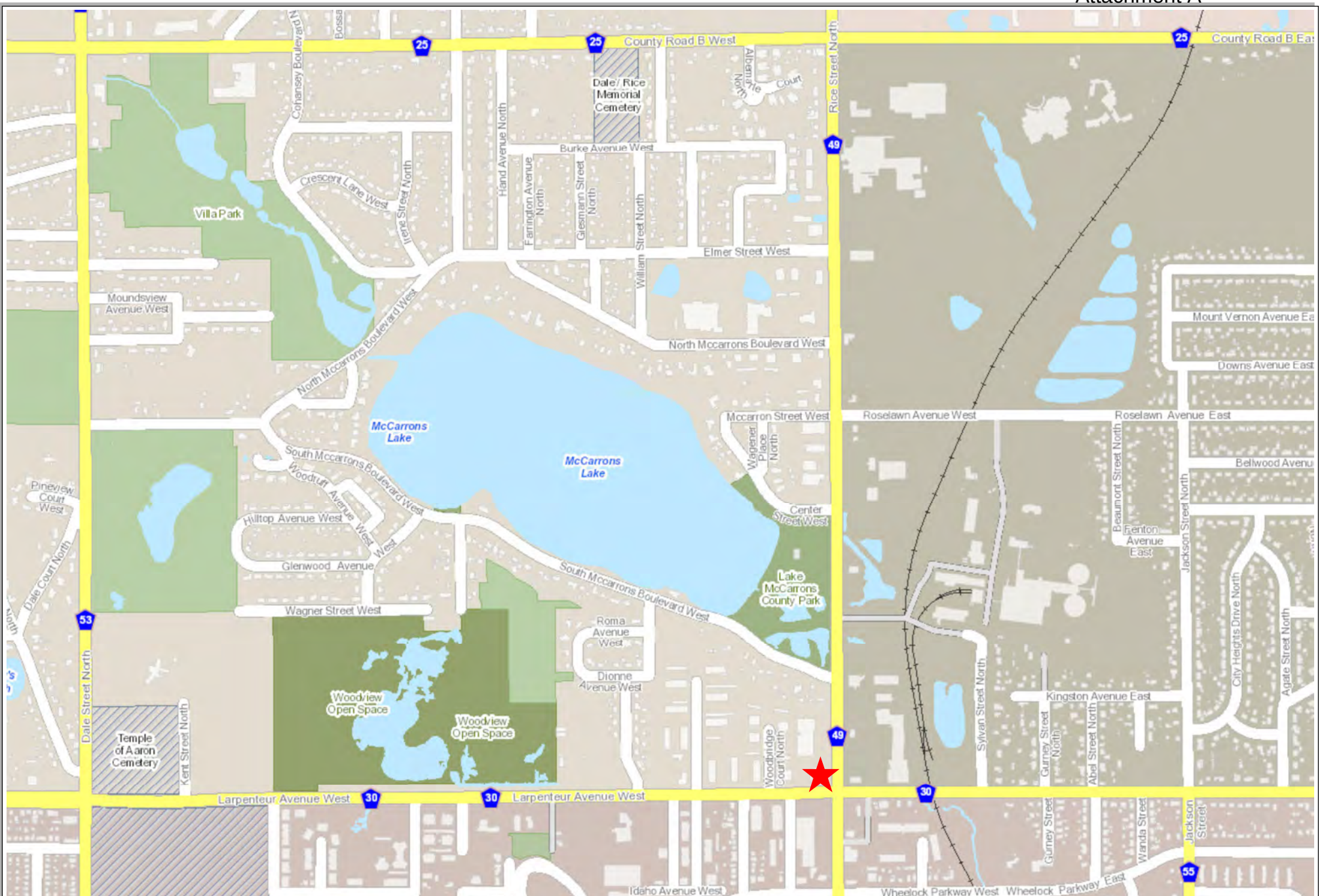
81 Consider the property owner's appeal and take one or more of the following actions:

- 82 1. Motion to deny the appeal for a reduction of the Non-Residential Stormwater Mitigation Fees at
83 1681 Rice Street.
84 2. Motion to approve the appeal for a reduction of the Non-Residential Stormwater Mitigation Fee
85 to an amount of \$_____ (amount to proposed by motioner – staff recommends reduction to
86 \$25,605 if the Council feels a reduction is warranted).

87 If Council approves a version of Option 2 above, the Council has the further option of approving the
88 following motion:

- 89 3. Motion to approve the payment of the Non-Residential Stormwater Mitigation Fee via special
90 assessment over a period of 10 years at an annual interest rate of 5%, with the condition of the
91 property owner entering into an Assessment Agreement as drafted by the City and approved by
92 the City Council.

Prepared by: Marc Culver, Public Works Director
Attachments: A: Area Map
B: Site Plan
C: Non-Residential Stormwater Impact Fund Policy



1681 Rice Street



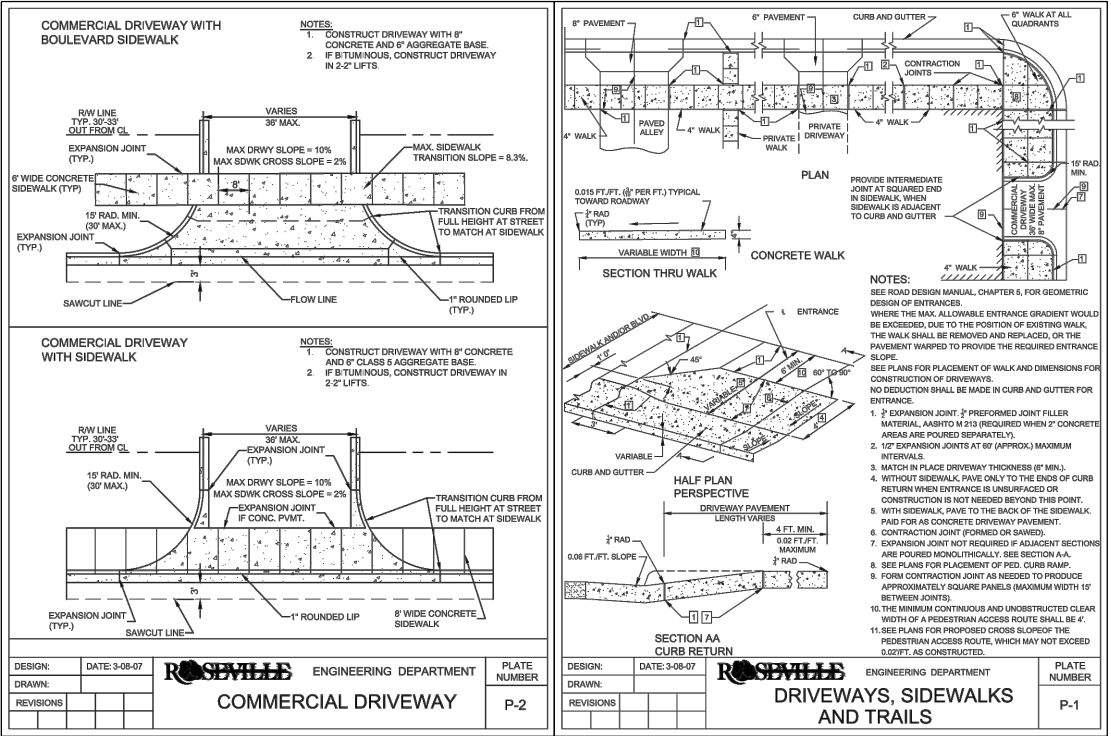
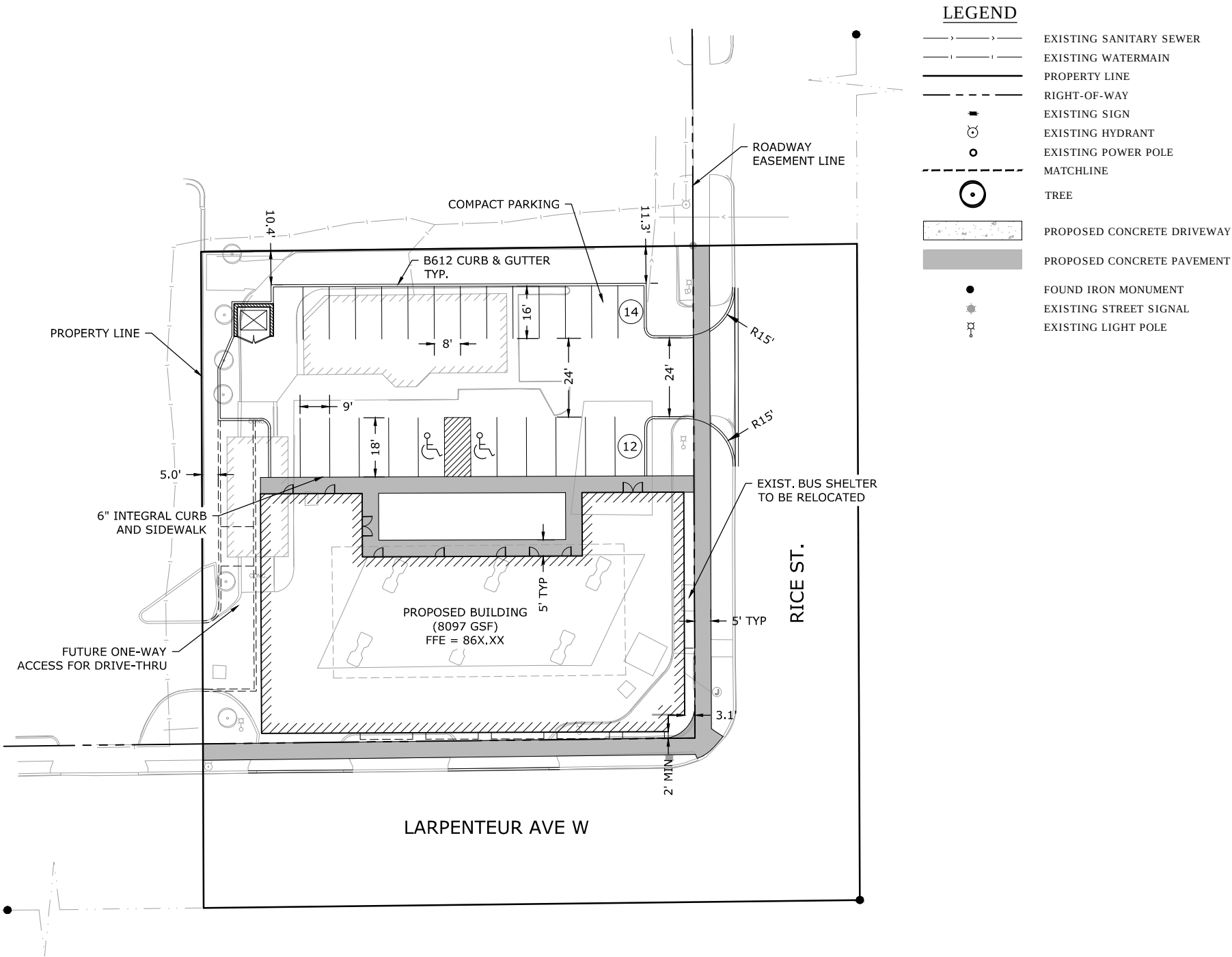
Prepared by:
Engineering Department
May 17, 2017

Data Sources and Contacts:
* Ramsey County GIS Base Map (5/4/17)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department,
2660 Civic Center Drive, Roseville MN

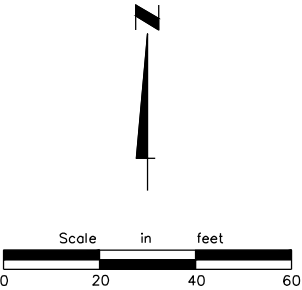
DISCLAIMER:
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data provided in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not warrant that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found, please contact (612) 762-0075. The planning guidelines are provided pursuant to Minnesota Statutes § 466.05, Subd. 21 (2006), and the use of the map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by third parties in connection with the use of the map or the use of the data provided.

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mapdoc: 1681RiceStreet.mxd
map: 1681RiceStreet.pdf





PRELIMINARY - NOT FOR CONSTRUCTION



FILE: P:\2016\16-007 - 1681 Rice St.dwg 16-007 SITEPLAN.dwg LAYOUT: 1
SCALE: 50 DATE/TIME: Feb 25, 2016 - 11:27am
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HT PO Engineering • Surveying
Landscape Architecture
HANSEN THORP PELLINEN OLSON, Inc.
7510 Market Place Drive • Eden Prairie, MN 55344
952-829-0700 • 952-829-7806 fax

PROJECT NO. 16-007
DRAWN BY ADC
DESIGN BY ADC
CHECKED BY AKC

DATE	ISSUES / REVISIONS
XX-XX-XX	X

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

AARON K. CARRELL
LIC. NO. 47494 DATE: XX-XX-XX

STATE AID PROJECT NO. _____
STATE PROJECT NO. _____
COUNTY PROJECT NO. _____
CITY PROJECT NO. _____
CLIENT PROJECT NO. 14071

SITE PLAN

1681 RICE STREET
ROSEVILLE, MN

SHEET X
OF
5 SHEETS



Stormwater Impact Fund: Non-Residential

This policy applies to all properties that are not zoned low density residential.

The City of Roseville has developed specific requirements that apply to development and redevelopment projects. These standards are intended to help achieve the water resource goals of the City's Surface Water Management Plan (SWMP) and help the City maintain compliance with the National Pollutant Discharge Elimination System (NPDES) municipal permit program. These standards highlight important aspects of the requirements for stormwater quality, discharge rate and volume control, erosion control, and illicit discharge.

These standards do not replace or supersede City ordinances, watershed district regulations, state and federal rules or permits required for the project. For a more detailed listing of requirements see the specific policies of the City's SWMP and the applicable City ordinances, or consult with City staff on your specific project.

To accomplish the goals of the SWMP, it is important to the City to have consistent approaches to evaluating proposed development and redevelopment projects. Therefore, all hydrologic, hydraulic and water quality analysis must be prepared and submitted in a format that will allow for a timely and efficient review by City staff.

For permitted sites that cannot feasibly meet the City's Stormwater Requirements through Alternative Stormwater Compliance Sequencing, permittees shall have the option to pay into the City's Stormwater Impact Fund. The amount paid to the City will be based on a \$/cubic-foot for the required volume. The \$/cubic-foot will be approved by the City Council annually, and can be found within the City's Fee Schedule.

1) Alternative Stormwater Compliance Sequencing:

The alternative compliance sequencing process includes three steps that must be followed in order to meet the volume reduction standard. The sequencing steps to be followed are:

- a. First, the applicant shall comply or partially comply with the volume reduction standard to the fullest extent practicable on-site through alternative volume reduction methods. See the questions below for more information.
- b. Second, the applicant shall meet the volume reduction standard at an offsite location or through the use of qualified banking credit.
- c. Third, as a last alternative, the applicant shall pay into the City's Stormwater Impact Fund at a \$/CF rate. The dollar amount will be approved by the City Council and will be found within the City's Fee Schedule.

2) Mitigation Provisions:

- a) Stormwater requirements met through the Stormwater Impact Fund will be mitigated as close to the permitted site as possible, dependent on site constraints and project feasibility. The City will follow the hierarchy below to implement a project to offset the volume requirements. Projects will be sited:
 1. Within the same storm sewer drainage district, or
 2. Within the same drainage area to the same receiving water body, or
 3. Within the same watershed district, or

4. Within the City limits

- b) Mitigation projects must involve the creations of new structural stormwater BMP's or the retrofit of existing structural stormwater BMP's, or the use of a properly designed regional structural stormwater BMP.
- c) Routine Maintenance of structural stormwater BMP's already required by this permit cannot be used to meet mitigation requirements.
- d) Mitigation projects implemented by an applicant shall be completed within 24 months after the start of the original construction activity.
 - 1) Mitigation projects implemented by the City through the use of Stormwater Impact Funds shall be used when a Regional Stormwater Project is identified and as funding is available.
- e) The applicant shall determine, and document, who will be responsible for long-term maintenance on all mitigation projects of this part.
- f) If the applicant receives payment from the owner and/or operator of a construction activity for mitigation purposes in lieu of the owner or operator of that construction activity meeting the conditions for post-construction stormwater management, the applicant shall apply any such payment received to a public stormwater project, and all projects must be in compliance with Part III.D.5.a(4)(a)-(e) of the City of Roseville's Stormwater Pollution Prevention Plan (SWPPP) Permit.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: May 22, 2017
Item No.: 7.d

Department Approval



City Manager Approval



Item Description: Comprehensive Surface Water Management Plan Draft Approval

BACKGROUND

The City of Roseville is required by State Statute to have a local water management plan, capital improvement program, and official controls as necessary to bring local water management into conformance with the watershed district plans. The City's first Comprehensive Surface Water Management Plan (CSWMP) was adopted in 1990 with an update in 2003 & 2013. The City boundaries are within three watershed districts; Rice Creek, Capitol Region, and Ramsey-Washington Metro. All three of these organizations have recently updated, or are in the processing of updating, their watershed district plans. Prior to 2016, Cities were required to prepare amendments to their CSWMP within 2 years of the watersheds updating their plans. Recent legislation changed the timeline to update CSWMP's to coincide with the City's Comprehensive Plan process.

Staff and the City's consultant, SEH, have been working to update the CSWMP by gathering public comment and reviewing the current plan. Staff started gathering public input in August 2016 through electronic resources (Speak-Up Roseville, an electronic survey, City website), through the Public Works Environment and Transportation Commission (PWETC), and articles from the Communications Department. Comments that have been received were reviewed and incorporated into the plan as appropriate.

Updates have been made to figures, data, text and policy. Major updates include the addition of the Non-Residential Stormwater Impact Fund, updating the stormwater requirements to better align with other local permitting agencies, and the addition of a Local Drainage Issues section (Appendix F in the plan).

The remaining timeline for the CSWMP is a 45 Day Agency Review period, followed by the incorporation of any agency comments, and lastly is City Council approval. Staff are planning to bring the plan back for final approval in August or September.

POLICY OBJECTIVE

The CSWMP is a document that is required to be updated to maintain consistency with local watershed standards and with the Metropolitan Surface Water Management Act. The CSWMP is a required chapter of the City's overall Comprehensive Plan and establishes the City's vision and practices for managing storm water and surface water drainage throughout the City.

30 **FINANCIAL IMPLICATIONS**

31 The Council approved total not to exceed amount for the CSWMP Update is \$45,500. The
32 contact amount is for all work through final Council approval.

33 The updated plan identifies and updates projects and maintenance requirements for the City's
34 storm water system that will impact the long term capital improvement plan for the City's Storm
35 Water Utility fund, which will also impact recommended rates in the near future.

36 **STAFF RECOMMENDATION**

37 Staff recommends approval of a Draft 2017 CSWMP, and allow staff to send the plan for agency
38 review.

39 **REQUESTED COUNCIL ACTION**

40 Motion approving the Draft 2017 Comprehensive Surface Water Management Plan and allowing
41 staff to send the plan for agency review.

Prepared by: Ryan Johnson, Environmental Specialist
Attachments: A: Draft 2017 CSWMP
B: Presentation

Comprehensive Surface Water Management Plan

Agency Review Draft



SEH No. ROSEV 138266

April 7, 2017

Comprehensive Surface Water Management Plan

SEH No. ROSEV 138266

April 7, 2017

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Acknowledgements

- City of Roseville City Council
- City of Roseville Parks and Recreation Commission
- City of Roseville Public Works, Environment, and Transportation Commission
- Rice Creek Watershed District
- Capitol Region Watershed District
- Ramsey-Washington Metro Watershed District
- City of Roseville Public Works Department and Engineering Division

Executive Summary

Purpose

This primary purpose of this plan is twofold. First, the Plan serves to further define the goals and policies that the City will follow as it continues to implement a comprehensive surface water management program. These goals and policies have been developed to support and facilitate the City in achieving the community vision as described in the Imagine Roseville 2025 Final Report (January 2007) and to shape the character and enhance the quality of life as described in the Comprehensive Plan (October 2009). Secondly, the Plan serves to meet state and local regulatory requirements.

There are two primary programs that establish the regulatory need to update the City's Comprehensive Surface Water Management Plan. First, Minnesota Statutes, Sections 103B.201 to 103B.255 and Minnesota Rule, Chapter 8410 comprise the State's Metropolitan Surface Water Management Program (MSWMP). These Statutes and Rules require the preparation of watershed plans by watershed management organizations (WMOs) and the preparation of local (City) water management plans.

The purposes of the water management programs required by Minnesota Statutes §103B.205 to 103B.255 are to:

- *Protect, preserve and use natural surface and groundwater storage and retention systems;*
- *Minimize public capital expenditures needed to correct flooding and water quality problems;*
- *Identify and plan for means to effectively protect and improve surface and groundwater quality;*
- *Establish more uniform local policies and official controls for surface and groundwater management;*
- *Prevent erosion of soil into surface water systems;*
- *Promote groundwater recharge;*
- *Protect and enhance fish and wildlife habitat and water recreational facilities; and*
- *Secure the other benefits associated with the proper management of surface and groundwater.*

A third regulatory program, very much related to the goals, policies and standards of this Plan, is the National Pollutant Discharge Elimination System (NPDES) Phase II Storm Water Permit Program for Municipally Separate Storm Sewer Systems (MS4) that is administered in the State by the Minnesota Pollution Control Agency (MPCA) (<http://www.pca.state.mn.us>). The goals, policies and standards of this plan were developed to be consistent with the requirements of the City's NPDES MS4 permit and associated Storm Water Pollution Prevention Plan (SWPPP) as well as the respective WMO plans. The implementation program included in this plan and the SWPPP are intended to be a coordinated effort to realize combined efficiencies.

Plan Development

This Plan builds on the previous Plans adopted by the City in 1990, 2003, and 2013. Each of those previous Plans established goals and policies, contained an assessment of issues and called for implementation actions to address those issues. This CSWMP was developed through a process of soliciting input from City Commissions, Council and the public on water resources issues, specific problem areas and potential new topic areas and/or actions that the plan should address. Input was obtained through a series of meetings and providing plan information on the City's stormwater web page. A summary of those efforts follows:

- Public Works, Environmental and Transportation Commission – 3 Meetings
- Electronic Public Survey
- Online Discussion Forum on speakuproseville.org

Executive Summary (Continued)

- Public Open House Meeting
- City Council Review and Adoption of the Plan

Sustainability

Roseville is committed to the preservation and enhancement of its environment, and to the principle that each generation of residents must meet the needs of the present without compromising the ability of future residents to meet their own needs. This approach to sustainability is a thread that is woven throughout the City's Comprehensive Plan. Upon adoption of this Comprehensive Surface Water Management Plan (CSWMP) by Council, the CSWMP will become an integral component of the City's Comprehensive Plan. As in the Comprehensive Plan, this CSWMP will serve as a guide towards improving sustainability across all aspects of the City's surface water management program and activities.

Stormwater Management System

The City's storm sewer network and overall conveyance and treatment system is in place. Future changes to the system will primarily involve retrofitting to address flooding problems, to incorporate water quality treatment, or incorporate improvements at the time of redevelopment. This public storm sewer system consists of:

- 129 miles of pipe,
- 4863 catch basins,
- 2691 manholes,
- 129 public ponds,
- 165 special features (infiltration, biofiltration, water reuse, raingardens, ect.)
- 657 inlets and outlets, and
- six public storm-sewer lift stations.

Water Resources

Roseville has a significant number of lakes, ponds, and wetlands within its boundaries. As shown in the table below, five of the six lakes within the City are classified as impaired for one or more pollutant or stressor. These impairments mean that the lake water is not meeting state water quality standards established by the Minnesota Pollution Control Agency (MPCA). The Federal Clean Water Act (CWA) requires that states establish total maximum daily loads (TMDLs) of pollutants to water bodies that do not meet water quality standards. Therefore, in the years ahead each of these impaired waters will be subject to TMDL Study that will result in an implementation plan that establishes a list of actions that will be needed to eliminate or manage the impairment. The City will need to work closely with the MPCA and local watershed organizations during the development of the TMDL Implementation Plans. For more information about impaired waters and TMDLs see www.pca.state.mn.us.

Lake Name	Surface Area (Acres)	Watershed Area (Acres)	Affected Designated Use	Pollutant or Stressor
Bennett	25.6	780	Aquatic Recreation	Nutrient/Eutrophication Biological Indicators
			Aquatic Consumption	Mercury in Fish Tissue

Executive Summary (Continued)

Lake Name	Surface Area (Acres)	Watershed Area (Acres)	Affected Designated Use	Pollutant or Stressor
Little Johanna	17.0	1774	Aquatic recreation	Nutrient/Eutrophication Biological Indicators
			Aquatic Consumption	Perfluorooctane Sulfonate (PFOS) in Fish Tissue
			Aquatic Life	Chloride
Josephine	111.3	782	Aquatic Consumption	Mercury in Fish Tissue
Langton (N&S)	16.5	241	NA	NA
McCarron	73	1240	Aquatic Consumption	Mercury in Fish Tissue
Owasso	366.6	2951	Aquatic Consumption	Mercury in Fish Tissue

Watershed Districts

The City of Roseville falls under the jurisdiction of three watershed management agencies. They are the [Rice Creek Watershed District](#) (RCWD), the [Ramsey-Washington Metro Watershed District](#) (RWMWD), and the [Capitol Region Watershed District](#) (CRWD). All three of the Watershed Districts have jurisdictional authority within the City, and therefore each must review and approve the City's Plan to ensure consistency with the respective Watershed District Plan.

Goals and Policies

The following table summarizes the goals related to surface water management in the City of Roseville. These goals are a reflection of the City Council's desire to reach and sustain a high quality of life for the City's residents.

Goal	Goal Statement
Goal 1 – Flood Protection and Runoff Management	Provide flood protection to the maximum extent practicable for all residents and structures and to protect the integrity of our drainage and detention systems through stormwater management
Goal 2 – Surface Water Protection	Maintain or improve the water quality and ecological integrity of the City's lakes, ponds, and wetlands.
Goal 3 – Groundwater Protection	Protect the quality and quantity of groundwater through collaboration with local and state agencies managing groundwater resources
Goal 4 – Public Education and Outreach	Promote stewardship and increase awareness of land and water resources through public education and outreach.
Goal 5 – Pollution Prevention and Maintenance	Protect the quality of the City's water resources through pollution prevention, good housekeeping practices, and routine maintenance.
Goal 6 – Coordination and Collaboration	To simplify and streamline processes and draw upon the expertise and resources of other local, state, and federal agencies in water resources management efforts.

Executive Summary (Continued)

Goal 7 – Sustainability	Achieve the water quality and water resources needs of the City based on the foundation of efficient use of community resources. In this approach both capital costs and long-term operational costs will be considered as well as the overall costs of a given project towards protection and/or improvement of the City water resources.
-------------------------	--

Issues Assessment

Over the years since the first plan was developed, the City has made significant improvements that reduce the extent of local flooding, provide water quality treatment benefits and improve educational opportunities for its residents. A few of these example projects are highlighted in the Plan.

Many of the flooding issues of the past have been addressed, but some remain. New water quality issues and concerns are emerging each year, requiring varying levels of effort by the City to address. And, the ongoing maintenance and operation of the storm water system has grown much more complex over the years due to new regulations and a better understanding of what is necessary to keep the stormwater management systems functioning properly. Specific issues addressed in this plan include localized flooding issues, water quality impairments; operation and maintenance; and education, outreach and collaboration.

Implementation Program and Funding

The Implementation Program intended to provide guidance in carrying out the Plan goals and objectives. The Implementation Program and funding section summarizes capital improvement projects, studies and ongoing maintenance, inspection, monitoring and other management activities. This Plan is intended to serve the City for at least the next ten years and many of the program activities will continue at least out to the year 2030.

Except for the activities that are taken from the City NPDES SWPPP, the Implementation Program is not a hard and fast commitment to complete each and every activity in the time frame suggested. Rather, it is a suggested course of action that will help to accomplish the major goals of this plan.

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Comprehensive Surface Water Management Plan

Agency Review Draft

Prepared for the City of Roseville, MN

1.0 Introduction

The City of Roseville (City) is an established suburban community of approximately 34,000 people in the northern Minneapolis/St. Paul metropolitan area. As an inner ring suburb, Roseville is conveniently located within close proximity to both downtown areas. The City is located in Ramsey County, Minnesota and is bordered by County Road D to the North, Larpenteur Avenue to the Southeast, Roselawn Avenue to the Southwest, Highcrest Road to the West, and Rice Street to the East (see Figure 1).

Roseville was incorporated as a city in 1948 and experienced dramatic growth in the 1950's and 1960's. Today, the City is almost completely built up and has achieved a stable population. It is expected, therefore, that the focus in the future will be on preservation, restoration and enhancement of natural resources and redevelopment of older parts of the City. This Comprehensive Surface Water Management Plan (CSWMP) will serve as a guide to protect the City's water resources, address current water resource related issues, and manage the surface water system throughout the City as redevelopment occurs.

1.1 Purpose

This primary purpose of this plan is twofold. First, the Plan serves to further define the goals and policies that the City will follow as it continues to implement a comprehensive surface water management program. These goals and policies have been developed to support and facilitate the City in achieving the community vision as described in the Imagine Roseville 2025 Final Report (January 2007) and to shape the character and enhance the quality of life as described in the Comprehensive Plan (October 2009). Secondly, the Plan serves to meet state and local regulatory requirements.

There are two primary programs that establish the regulatory need to update the City's Comprehensive Surface Water Management Plan. First, Minnesota Statutes, Sections 103B.201 to 103B.255 and Minnesota Rule, Chapter 8410 comprise the State's Metropolitan Surface Water Management Program (MSWMP). These Statutes and Rules require the preparation of watershed plans by watershed management organizations (WMOs) and the preparation of local (City) water management plans.

The purposes of the water management programs required by Minnesota Statutes §103B.205 to 103B.255 are to:

- *Protect, preserve and use natural surface and groundwater storage and retention systems;*

-
- *Minimize public capital expenditures needed to correct flooding and water quality problems;*
 - *Identify and plan for means to effectively protect and improve surface and groundwater quality;*
 - *Establish more uniform local policies and official controls for surface and groundwater management;*
 - *Prevent erosion of soil into surface water systems;*
 - *Promote groundwater recharge;*
 - *Protect and enhance fish and wildlife habitat and water recreational facilities; and*
 - *Secure the other benefits associated with the proper management of surface and groundwater.*

A third regulatory program, very much related to the goals, policies and standards of this Plan, is the National Pollutant Discharge Elimination System (NPDES) Phase II Storm Water Permit Program for Municipally Separate Storm Sewer Systems (MS4) that is administered in the State by the Minnesota Pollution Control Agency (MPCA) (<http://www.pca.state.mn.us>). The goals, policies and standards of this plan were developed to be consistent with the requirements of the City's NPDES MS4 permit and associated Storm Water Pollution Prevention Plan (SWPPP) as well as the respective WMO plans. The implementation program included in this plan and the SWPPP are intended to be a coordinated effort to realize combined efficiencies.

1.2 Plan Development

This plan builds upon the City's previous Comprehensive Surface Water Management Plans (CSWMP) completed in 1990, 2003 and 2013. The 1990 CSWMP included detailed hydrologic TR-20 modeling for the entire City and the 2003 CSWMP focused on updating and translating the 1990 modeling into a HydroCAD® model and analyzing select problem areas in the City. For the 2013 plan update hydrologic/hydraulic modeling has been completed for problem areas as separate efforts and the focus was on pulling together existing information related to the City's surface water systems into one easy to use management tool.

This CSWMP was developed through a process of soliciting input from City Commissions, Council and the public on water resources issues, specific problem areas and potential new topic areas and/or actions that the plan should address. Input was obtained through a series of meetings and providing plan information on the City's stormwater web page. A summary of those efforts follows:

- Public Works, Environmental and Transportation Commission – 3 Meetings
- Electronic Public Survey
- Online Discussion Forum on speakuproseville.org
- Public Open House Meeting
- City Council Review and Adoption of the Plan

This CSMWP is organized into the following sections:

- Section 1.0 describes the plan purpose, organization and scope as well as sustainability and resiliency within the plan.
- Section 2.0 describes the physical environment including climate, drainage, soils, geology, land use, water resources, and wildlife.

-
- Section 3.0 describes the entities responsible for water resource management.
 - Section 4.0 describes the City’s goals and policies regarding surface water management.
 - Section 5.0 describes resolved and ongoing issues.
 - Section 6.0 describes the implementation plan and funding program.
 - Section 7.0 describes the plan adoption and amendment process.

1.3 Sustainability and Resiliency

Roseville is committed to the preservation and enhancement of its environment, and to the principle that each generation of residents must meet the needs of the present without compromising the ability of future residents to meet their own needs. This approach to sustainability is a thread that is woven throughout the City’s Comprehensive Plan. The City also recognizes the importance of resiliency which in a water resources context is the ability to adapt to climate-related variability and reduce the vulnerability of the community to extreme events. Upon adoption of this Comprehensive Surface Water Management Plan (CSWMP) by Council, the CSWMP will become an integral component of the City’s Comprehensive Plan. As in the Comprehensive Plan, this CSWMP will serve as a guide towards improving sustainability and resiliency across all aspects of the City’s surface water management program and activities.

This CSWMP includes sustainability and resiliency in three of the Plan sections including this introduction; Section 4.0 Goals and Policies; and Section 6.0 Implementation Program and Funding. These Sections of the Plan provide additional background on what sustainability and resiliency are and how it is a critical part of this Plan and what actions and approaches the City will take, related to its surface water management program, towards being more sustainable and less vulnerable.

2.0 Physical Environment

2.1 Climate and Precipitation

The climate of Roseville is considered to be continental and subhumid. Because of its location near the center of the North American continent the Twin Cities metropolitan area (and Minnesota) experiences a wide variation in climate conditions (e.g., droughts and floods, heat and cold). However, even with these wide variations, climatologists have found four significant climate trends in the Twin Cities area (Summary of Observed Changes in Twin Cities Climate, NOAA - Great Lakes Integrated Science and Assessments, 2014):

- Rising average temperatures
- Longer freeze-free season
- More precipitation
- More heavy precipitation

Estimates for the precipitation depth of a 24-hour duration event for various return frequencies are presented in Table 1. The table presents both the National Weather Service (NWS) historic (TP-40) and updated (Atlas 14) rainfall frequency estimates. The updated Atlas 14 estimates use a longer period of rainfall observations and state-of-the-art statistical methods.

Table 1
Precipitation Event Frequency

Return Frequency	Percent Probability	Historic Precipitation Depth (inches) ¹	Updated Precipitation Depth (inches) ²
1-year	100%	2.4	2.5
2-year	50%	2.8	2.8
5-year	20%	3.6	3.5
10-year	10%	4.2	4.2
25-year	4%	4.8	5.3
50-year	2%	5.3	6.3
100-year	1%	5.9	7.4

Sources:

(1) U.S. Weather Bureau's *Technical Publication No. 40* (Hershfield, 1961)

(2) NOAA Atlas 14, Volume 8 (2013)

In recent years, there has been more debate and discussion around the topic of rainfall depths and the frequency of larger storm events. As described in an issue paper on this topic prepared during the development of the Minnesota Stormwater Manual, precipitation in Minnesota has been rising since the 1930s. This increase is attributed to an increased frequency of heavy to extreme precipitation events (Karl and Knight 1998). The State Climatologist suggests that the amount of precipitation occurring as large events has been increasing in recent decades, and that about 100 years ago that fraction was similar to or even higher than what it is today.

The trends are changing and will likely continue to change. From a stormwater management and resiliency perspective, these changes in precipitation may require larger pipes and BMPs to capture, convey and treat the runoff from more intense events. The City will continue to monitor the outcomes of the changes in design guidance as well as review its standards for design of extreme event overflow areas for new and redevelopment projects.

2.2 Topography and Drainage

More than 10,000 years ago, Roseville evolved into a series of bluffs and upland hills that defined the adjacent lowlands, a network of drainage ways, lakes and marshes. The topography of northern Ramsey County (and Roseville) is irregular with ground elevations varying approximately 160 feet: from 1,000 feet above Mean Sea Level (MSL) near County Road B2 and Western Avenue to a low of 840 feet above MSL south of Lake McCarrons. Because of its topographic characteristics, the City of Roseville lies at the headwater of three subwatersheds:

- The western part of the City, which falls under the jurisdiction of Rice Creek Watershed District, drains northerly toward Rice Creek that drains into the Mississippi River. Flows leave the City and are transferred downstream through Ramsey County Ditch 4 and 5.
- The southeasterly part of the City drains to the south and east into the Trout Brook interceptor and then to the Mississippi River, a part of the Capitol Region Watershed.
- The east-central and northeast areas drain northeasterly into Lake Owasso which overflows into Grass Lake in Shoreview. This area is a part of the Ramsey-Washington-Metro Watershed District.

In order to better understand how the surface-water system works, the CSWMP divides the city into sub-watershed areas based on surface drainage features and the storm sewer system.

The City's sub-watershed areas are shown in Figure 2. There are a total of 16 sub-watersheds within the City and two landlocked drainage areas.

The City's storm sewer network and overall conveyance and treatment system is in place. Future changes to the system will primarily involve retrofitting to address flooding problems, to incorporate water quality treatment, or incorporate improvements at the time of redevelopment. This storm sewer system consists of:

- 129 miles of pipe,
- 4863 catch basins,
- 2691 manholes,
- 129 public ponds,
- 165 special features (infiltration, biofiltration, water reuse, raingardens, ect.)
- 657 inlets and outlets, and
- six public storm-sewer lift stations.

The citywide storm sewer map (Figure 3) shows the locations of the majority of these facilities and general direction of flow through the system.

2.3 Soils and Geology

A large portion of the landscape is dominated by Urban land-Zimmerman complex (859B) and Urban land-Hayden-Kingsley complex (860C), as identified in the Ramsey County Soil Survey. The Natural Resource Conservation Service (NRCS) also classifies soils by the Hydrologic Soil Group (HSG) based on estimates of runoff potential (Figure 4). These are:

- Hydrologic Soil Group A – Low runoff potential – high infiltration rate
- Hydrologic Soil Group B – Moderate infiltration rate
- Hydrologic Soil Group C – Slow infiltration rate
- Hydrologic Soil Group D – High runoff potential – very slow infiltration rate

The surficial geology consists of unconsolidated glacial sediments deposited during the Quaternary geologic period of two glacial ice lobes: the Superior lobe and the Grantsburg sublobe of the Des Moines lobe. The glacial deposits found in Ramsey County are primarily in the form of outwash, till, and stream and lake sediments ranging in thickness from 10 to 400 feet. Below the unconsolidated glacial sediment lies consolidated bedrock formed during the early Paleozoic age. Bedrock units from youngest to oldest in Roseville include: Decorah Shale, Platteville-Glenwood Formation, St. Peter Sandstone, Prairie Du Chien Group, and Jordan Sandstone. Maps of the surficial geology and bedrock geology from the Ramsey County Geological Atlas can be found on Figure 5 and Figure 6, respectively.

2.4 Land Use and Land Cover

The City of Roseville encompasses an area of 13.8 square miles which today is made up of mixed-land uses including established neighborhoods, parks and open space, and significant retail, commercial and industrial development. Some key aspects of the existing land use pattern are:

- Low-density residential is the dominant land use. This form of housing occupies more than 34% of Roseville's total land area.
- Roadways have been a major factor in shaping the development pattern of Roseville. Business (commercial and industrial) uses are primarily concentrated in the western third

of Roseville, along the I-35W and Highway 36 corridors. Commercial areas can also be found along major street corridors (e.g. Rice Street and Snelling Avenue) and at major street intersections.

- Lakes, parks, and open spaces are defining characteristics of Roseville.

Table 2 provides a summary of the existing land use by category. For more detailed information about the future planned land-use refer to the most recent version of the City's Comprehensive Plan.

Table 2
Existing Land Use

Land Use Category	Acres	% Total
Single-Family Detached	2913	32.9%
Single-Family Attached	177	2.0%
Manufactured Home Park	9	0.1%
Multifamily	291	3.3%
Business/Retail	526	5.9%
Office	205	2.3%
Industrial, Railroad, Utility	892	10.1%
Institutional	508	5.7%
Parks and Open Space	882	10.0%
Right of Way	1788	20.2%
Vacant	28	0.3%
Vacant Developable	92	1.0%
Lakes	549	6.2%
Total	8861	100%

Figure 7 and Figure 8 display the current and planned future land use maps which describe the activities that occur on a piece of land and the function that land serves. In contrast, the land cover is the characterization of the features covering the ground surface which can be either natural or manmade. The Minnesota Land Cover Classification System (MLCCS) is a vegetation oriented classification system designed to identify natural and cultural land cover types using a standardized methodology. Roseville's land cover map is shown in Figure 9 which also includes overlays of regionally significant ecological areas and metro conservation corridors identified by the Minnesota Department of Natural Resources (DNR).

Closely related to water resources management and land cover is the management of parks and open space throughout the City. Many of the parks and open spaces are located around the City's surface water resources and may provide opportunities for stormwater management. Table 3 lists the parks and open spaces throughout Roseville.

**Table 3
Parks and Open Space**

Park Name	Area (acres)	% of Parks Area	% of City Area	Address
City Parks – Owned				
Acorn	44.60	6.8	0.5	286 County Road C W
Applewood Overlook	2.42	0.4	0.0	1478 Terrace Drive W
Applewood Park	2.09	0.3	0.0	2838 Arona Street N
Autumn Grove	6.54	1.0	0.1	1365 Lydia Avenue W
B-Dale Fields	7.95	1.2	0.1	2100 Dale Street N
Bruce Russell	1.95	0.3	0.0	1175 Roselawn Avenue W
Central Park-Arboretum	18.97	2.9	0.2	2525 Dale Street N
Central Park-Dale West	16.98	2.6	0.2	2555 Dale Street N
Central Park-Lexington	63.47	9.7	0.7	2540 Lexington Avenue N
Central Park-North	17.47	2.7	0.2	816 Heinel Drive N
Central Park-Nature Center	52.28	8.0	0.6	2520 Dale Street N
Central Park-Victoria Ballfields	37.52	5.7	0.4	2490 Victoria Street N
Central Park-Victoria West	2.31	0.4	0.0	2495 Victoria Street N
Concordia	4.77	0.7	0.1	2394 Dale Street N
Cottontail	6.48	1.0	0.1	1281 County Road C2 W
Howard Johnson	9.56	1.5	0.1	1260 Woodhill Drive W
John Rose Oval	9.76	1.5	0.1	2661 Civic Center Drive N
Keller Mayflower	2.26	0.3	0.0	2070 Fernwood Street N
Ladyslipper	17.48	2.7	0.2	299 S Owasso Boulevard W
Langton Lake	62.72	9.6	0.7	3 park location/addresses
Lexington	8.18	1.2	0.1	2131 Lexington Avenue N
Mapleview	3.28	0.5	0.0	2917 Matilda Street N
Materion	8.51	1.3	0.1	225 Minnesota Avenue W
Memorial Park	NA	NA	NA	2660 Civic Center Drive N
Oasis	15.37	2.3	0.2	1700 County Road C2 W
Owasso Hills	8.53	1.3	0.1	593 Owasso Hills Drive W
Pioneer Park	13.52	2.1	0.2	1966 Chatsworth Street N
Pocahontas	5.67	0.9	0.1	2540 Pascal Street N
Rosebrook	8.28	1.3	0.1	2590 Fry Street N
Sandcastle	3.43	0.5	0.0	3060 Patton Road N
Tamarack	6.93	1.1	0.1	1745 Farrington Street N
Valley	10.58	1.6	0.1	3110 Avon Street N
Veterans	3.59	0.5	0.0	1135 Woodhill Drive W
Villa	33.10	5.1	0.4	2055 Cohansey Boulevard
Willow Pond	14.88	2.3	0.2	1283 County Road B2 W
Woodhill	1.33	0.2	0.0	2724 Western Avenue N
Unnamed Parks	4.18	0.6	0.0	
Subtotal	536.96	82.0	6.1	
City Parks - Leased				
Evergreen	3.94	0.6	0.0	1810 County Road B W
Owasso Ballfields	4.40	0.7	0.0	2659 Victoria Street N
Reservoir Woods	109.42	16.7	1.2	1901 Alta Vista Drive N
Subtotal	117.76	18.0	1.3	
Golf Courses				
Cedarholm - City Owned	25.79		0.3	2323 Hamline Avenue N
Midland Hills Country Club	155.45		1.8	
Subtotal	181.24		2.0	
Ramsey County Parks				
Lake Josephine	75.37		0.9	
McCarrons	8.71		0.1	
Subtotal	84.08		0.9	

Table 3 (Continued)
Parks and Open Space

Park Name	Area (acres)	% of Parks Area	% of City Area	Address
Open Space				
City Open Space Other	3.57		0.0	
County Open Space	48.50		0.5	
Open Space Ponding	62.61		0.7	
Open Space Cemetery	135.79		1.5	
Subtotal	250.47		2.8	
Total Parks/Open Space	1,170.51		13.2	

A map of the parks and open spaces in Roseville is displayed in Figure 10. Parks and open space have historically played an important role in managing stormwater in Roseville. Many of the parks and open space areas are built around ponds and water bodies, with many of these water bodies functioning as flood detention areas as well as providing water quality treatment. Parks play an important role in water resources management in the City.

As part of the planning process for the 2013 Plan update, Public Works staff met with the Parks and Recreation Commission to coordinate the problem areas and issues that need to be addressed and to discuss what opportunities city owned parks and open space may provide in the future for storm water. The following major themes were identified during the 2013 Plan update:

- The Parks and Recreation Commission is supportive of continuing to collaborate with Public Works on incorporating storm water features into city parks and open space areas where the improvements are feasible and practical and provide an opportunity to more efficiently use City funds to meet the regulator requirements and the goals of this plan.
- There was strong consensus that the City should not convert active park areas (e.g., soccer fields or other active play areas) to stormwater management functions. However, some discussion related to the potential for underground facilities that could serve both purposes. The cost effectiveness of the combined function would be a critical factor in the determining the feasibility of such systems.
- There was strong consensus that the parks and open spaces can and should play a key role in the educational aspects of the CSWMP. For example, a stormwater exhibit or example stormwater treatment features could be created at the Harriet Alexander Nature Center. This would better educate the public on the need for storm water management throughout the City, and help them understand what their role can be in helping the City achieve its goals to manage stormwater and improve water quality.

2.5 Water Resources

2.5.1 Surface Water

Roseville has a significant number of lakes, ponds, and wetlands within its boundaries. Summary information on each of the priority lakes in the City is displayed in Table 4. Table 5 provides a summary of water quality data and the overall trophic state index (TSI) rating for the 2006 to 2015 growing seasons. The TSI is a number that rates the eutrophic level of the lake. Low TSI values generally correspond to clearer waters with lower nutrient concentrations (good water quality) and higher values correspond with poor clarity and nutrient rich waters (poor water quality). Due to the varying nature of water quality data, detailed information on surface water assessment data is available through the MPCAs

Environmental Data Access tool can be accessed through the hyperlinks provided in Table 5.

Table 4
Lake Data Summary

Lake Name	DNR Identification Number	Watershed Area (Acres) ¹	Surface Area (Acres)	Maximum Depth (Feet)	Ordinary High Water
Bennett	62-0048	780	28	9	887.6 ²
Little Johanna	62-0058	1774	18	28	NA
Josephine	62-0057	782	116	44	884.4 ²
Langton (N&S)	62-0049	241	30	5	906.6 ³
McCarron	62-0054	1240	73	57	842.2 ²
Owasso	62-0056	2951	375	37	887.1 ²

Source: DNR Unless otherwise noted

Notes: ¹City of Roseville, ²MSL 1912 datum, ³NGVD 29

Table 5
Lake Water Quality Summary

Lake Name	Category	TSI	Transparency (meters)	Chlorophyll-a (µg/L)	Total Phosphorus (µg/L)
Bennett	Shallow Lake	66	1	30	119
Little Johanna	Lake	59	1	16	58
Josephine	Lake	53	2	12	30
Langton (North)	Shallow Lake	59	1	12	56
Langton (South)	Shallow Lake	60	1	16	68
McCarron	Lake	44	3	4	16
Owasso	Lake	57	1	18	38

Source: MPCA

Notes: Values in bold font exceed state water quality standards. For the North Central Hardwood Forest Ecoregion the standard is <40 and <60 µg/L total phosphorus, <14 and <22 µg/L Chlorophyll-a, and >1.4 and >1.0 meters Secchi disk transparency for Lakes and Shallow Lakes, respectively. Exceedance of the total phosphorus and either the chlorophyll-a or Secchi disk transparency standard is required to indicate a polluted condition.

Figure 11 illustrates the Public Water Inventory (PWI) for the City with all water basins and watercourses that meet the criteria set in Minnesota Statutes, Section 103G.005, subd. 15. Additionally, Figure 12 illustrates the lake and wetland systems from the National Wetlands Inventory (NWI) program of the US Fish and Wildlife Service.

Of the lakes and wetlands within the City, five of them are classified as impaired (not meeting state water quality standards) by the MPCA. Figure 14 displays the impaired waters map and Table 6 summarizes each of the water body impairments. Section 303(d) of the Federal Clean Water Act (CWA) requires that states establish total maximum daily loads (TMDLs) of pollutants to water bodies that do not meet water quality standards.

TMDLs are the maximum amount of a pollutant that a waterbody can receive and still meet water quality standards. TMDL also refers to the process of allocating pollutant loadings

among point and nonpoint sources. Each TMDL includes an implementation plan that establishes a list of actions that will be needed to manage the pollutant(s) with the goal of eliminating the impairment. For more information about impaired waters and TMDLs see www.pca.state.mn.us/.

Table 6
Impaired Water Bodies Summary

Name	Year Listed as Impaired	Affected Designated Use	Pollutant or Stressor	Year TMDL Approved
Little Johanna ¹	2012	Aquatic Consumption	Perfluorooctane Sulfonate (PFOS) in Fish Tissue	Target Start Date – 2012
Little Johanna	2004	Aquatic recreation	Nutrient/Eutrophication Biological Indicators	2015
Little Johanna	2014	Aquatic Life	Chloride	2016
Bennett	2006	Aquatic recreation	Nutrient/Eutrophication Biological Indicators	Target Start Date – 2012
Bennett	2012	Aquatic Consumption	Mercury in Fish Tissue	2013
McCarron	2006	Aquatic Consumption	Mercury in Fish Tissue	2010
Owasso	1998	Aquatic Consumption	Mercury in Fish Tissue	2007
Josephine	1998	Aquatic Consumption	Mercury in Fish Tissue	2008

2.5.2 Floodplains

Areas of Roseville prone to larger regional flooding near surface water sources have been identified and mapped by the Federal Emergency Management Agency (FEMA) through the National Flood Insurance Program (NFIP). Flood Insurance Rate Maps (FIRMs) for the City of Roseville were published on June 4th, 2010. Figure 14 displays the special flood hazard areas mapped by FEMA.

While the 1 percent chance flood hazard areas (Zones A and AE) are mapped in Figure 14, it is important to recognize that the areas designated as Zone X (the remaining portions of the City) may still have potential for flooding.

2.5.3 Groundwater

Roseville is served by the St. Paul Regional Water Services (SPRWS) which supplies drinking water to the City of St. Paul and neighboring communities. The St. Paul Regional Water Service is supplied primarily by surface water from the Mississippi River, but approximately 7% of all the water they provide is groundwater. In Ramsey County, both porous unconsolidated sand and gravel glacial deposits and fractured, weathered limestone or sandstone bedrock formations act as aquifers. The primary public drinking water aquifer is the Prairie du Chien-Jordan (Ramsey County Groundwater Protection Plan, 2009). In order to protect groundwater aquifers and public drinking water sources, the Minnesota Department of Health (MDH) delineates wellhead protection areas and drinking water supply areas which are shown in Figure 15. Because drinking water in the City is provided by the St. Paul Regional Water Service and the City does not own any public water supply wells, the City has not prepared a Wellhead Protection Plan. The MDH also maintains a database of known existing and abandoned wells available online through the [Minnesota Well Index](#).

2.5.4 Pollution Sources

Information on individual pollutant sources is available from the MPCA's "What's In My Neighborhood?" (WIMN) online tool. This detailed information has not been included here as it is subject to frequent change and may be obtained by calling the MPCA or by visiting the MPCA's website (www.pca.state.mn.us) which has information on various pollutant sources and related regulatory programs. A map identifying site locations (as of 02/28/17) is displayed in Figure 16. The MPCA WIMN tool identified the following types of sites within the City of Roseville:

- Air Permits
- Hazardous Waste, Large Quantity Generators
- Hazardous Waste, Small to Minimal Quantity Generator
- Comprehensive Environmental Response, Compensation and Liability Information System (CERCLIS) sites
- Unpermitted Dump Site
- Voluntary Investigation & Cleanup (VIC) Site
- Solid Waste, Permitted By Rule
- Leak Site
- Petroleum Brownfield
- Tank Site
- Construction Stormwater Permit
- Industrial Stormwater Permit
- Wastewater Dischargers
- Resource Conservation and Recovery Act (RCRA) Cleanup
- Superfund Projects
- State Assessment Site
- Multiple Activity sites

Besides the aforementioned individual pollutant sources, non-point source pollution also plays a significant role in water quality. This cannot be traced to a single source but is a pollutant load that is attributed to the surface runoff from a watershed which contributes to a surface water or groundwater source. Further information on non-point source pollution can be found in Sections 4.2 and 4.5.

2.6 Recreation, Fish, and Wildlife

The City manages a variety of recreation, leisure and sport facilities and offers more than 1,000 annual recreation and leisure programs and events. Along with many athletic programs, the City also offers recreational opportunities to connect to the nature and wildlife through a sample of the following programs:

- Family fishing clinic
- Minnesota Horticultural Society gardening classes
- Harriet Alexander Nature Center naturalist programs
- Kids Gardening Club

The natural communities that remain in Roseville are largely located in city parks and around lake and wetland edges and buffers. The major natural community types in Roseville are:

- **Prairie and Savanna Communities:** Sand-Gravel Prairie, Sand-Gravel Oak Savanna, Mesic Prairie and Wet Prairie
- **Forest Communities:** Dry Oak Forest, Mesic Oak Forest, Oak Woodland-Brushland, and Lowland Hardwood Forest
- **Wetland Communities:** Deep Marshes, Shallow Marshes, Wet Meadows, Shrub Swamps, Wooded Swamps, and Seasonally flooded basins.

For more information on each of the natural community classifications refer to *Minnesota's Native Vegetation, A Key to Natural Communities* (Minnesota Department of Natural Resources, 1993) and *Wetland Plants and Plant Communities of Minnesota & Wisconsin* (Eggers and Reed, US Army Corps of Engineers, 1997).

Roseville is fortunate to have several lakes within the city that serve as important recreational and habitat resources. Langton Lake features a nature trail, an accessible fishing pier and is great for canoeing. Bennett Lake is great for shore fishing and features a new fishing pier with lowered rail sections making it easier for children to fish. It is stocked with walleye fingerlings, channel catfish yearlings, and large adult bluegills. Lake Josephine has public shoreline access at the Ramsey County park. Fishing at Lake Josephine has been limited to angling for bass, small bluegill and the occasional northern pike but stocking of walleye fingerlings is anticipated to provide additional angling opportunities.

McCarrons Lake has a fishing pier and designated shore fishing area along the south shore of the lake near the intersection of South McCarrons Boulevard and Western Avenue accessed by a flight of stairs. Lake Owasso is accessible by a Ramsey County owned boat ramp on North Owasso Boulevard but shore fishing is limited. Owasso is a managed Muskie lake, however, it is most popular with recreational boaters and water skiers.

3.0 Water Resource Management

This section of the CSWMP presents a synopsis of the current organizational entities whose programs and regulations are relevant to the management of water resources within Roseville. The City is committed to the preservation and enhancement of its water resources through full compliance with local, state, and federal regulations. Water Resource management related agreements that the City has entered into are available in Appendix E.

3.1 County, State and Federal Agencies

There are numerous County, State, and Federal agencies which play a role in managing water resources within the City. Among them are:

- [Federal Emergency Management Agency](#) – the Federal Emergency Management Agency (FEMA) operates the National Flood Insurance Program (NFIP). To participate in the NFIP and receive federally backed flood insurance, communities must adopt and enforce floodplain management ordinances to reduce future flood damage.
- [Metropolitan Council](#) – the Metropolitan Council is responsible for monitoring the metro area surface water quality, leading watershed planning through the authority provided by state law to review and comment on metro area watershed management organization (WMO) or watershed district (WD) plans and local water resources plans as part of local comprehensive plans, and collecting and treating wastewater for the Twin Cities metro area.

-
- [Minnesota Board of Water and Soil Resources](#) – the Minnesota Board of Water and Soil Resources (BWSR) relevant core functions include water resource planning with comprehensive land use planning, implementing the comprehensive local water management acts, and administering the Wetland Conservation Act.
 - [Minnesota Department of Health](#) – the Minnesota Department of Health (MDH) is responsible for operating the state’s drinking water protection program and implementing the federal Safe Drinking Water Act (SDWA) in Minnesota. The MDH produces source water assessments and drinking water supply management areas as well as aid in the development of local wellhead protection plans.
 - [Minnesota Department of Natural Resources](#) – the Minnesota Department of Natural Resources (DNR) is responsible for protecting public waters and managing water supply. It regulates activities below the ordinary high water level (OHW) of public waters and public waters wetlands through public water works permits. It also oversees and administers the National Flood Insurance Program (NFIP) for the State of Minnesota.
 - [Minnesota Department of Transportation](#) – the Minnesota Department of Transportation (MnDOT) Metro district is a designated MS4 and is responsible for stormwater pollution prevention within MnDOT right-of-way which included but is not limited to implementing proper erosion and sediment controls on construction sites, street sweeping practices, and analyzing low environmental impact de-icing measures. MnDOT also publishes standard specifications for construction related to erosion prevention and sediment control which many entities utilize.
 - [Minnesota Pollution Control Agency](#) – the Minnesota Pollution Control Agency (MPCA) is charged with administering the federal Clean Water Act (CWA) in Minnesota. Functions relevant to this CSWMP include regulating stormwater through the National Pollutant Discharge Elimination System (NPDES) permits (MS4, Industrial, and Construction), monitoring and assessing water quality, listing impaired waters, and conducting total maximum daily load studies/reports (TMDLs).
 - [Ramsey County](#) - The County Public Works Department monitors water quality in several lakes within the City each summer: Bennett, McCarrons, Owasso and Josephine and completes macrophyte surveys on each lake as part of the monitoring program on a 5- year cycle.. The County Public Works Department also monitors beach water quality at the County beaches on McCarrons, Owasso and Josephine. The County also operates and maintains Gottfried Pit through a cooperative agreement with Roseville and Falcon Heights.
 - [United States Army Corps of Engineers](#) – the U.S. Army Corps of Engineers permits all work in, over, or under navigable waters of the US under Section 10 of the federal Rivers and Harbors Act. Under Section 404 of the federal CWA, a Corps permit is also required for the discharge of dredged or fill material into waters of the U.S.
 - [United States Environmental Protection Agency](#) – the U.S. Environmental Protection Agency (EPA) enforces the federal CWA and SDWA, provides support for municipal wastewater treatment plants, and takes part in pollution prevention efforts aimed at protecting watersheds and sources of drinking water.

3.2 Watershed Districts

The City of Roseville falls under the jurisdiction of three watershed management agencies. They are the [Rice Creek Watershed District](#) (RCWD), the [Ramsey-Washington Metro Watershed District](#) (RWMWD), and the [Capitol Region Watershed District](#) (CRWD). The geographical extent of each organization’s jurisdictional boundaries within the City of

Roseville is shown in Figure 17. Note that the jurisdictional boundaries differ slightly from the hydrologic boundaries shown in Figure 2. While hydrologic boundaries represent where the water flows in different directions, jurisdictional boundaries generally follow parcel lines and road alignment to provide a more efficient approach to the administration of the watershed management organization programs.

All three of the Watershed Districts have jurisdictional authority within the City, and therefore each must review and approve the City's Plan to ensure consistency with the respective Watershed District Plan. A generalized overview of the requirements of each organization is presented in Table 7. This is not intended to represent a full analysis of Watershed District rules, each organization should be contacted directly to obtain the most up-to-date information on their goals, policies, and rules.

Table 7
Watershed District Standards Summary

Standard	Rice Creek Watershed District ⁽⁴⁾	Capitol Region Watershed District	Ramsey-Washington Metro Watershed District
Project size applicability	Subdivision 1-acre or greater, single family residential construction 5-acres or greater; development (including public linear projects) that creates or reconstructs 10,000 square feet or more of impervious surface.	Projects disturbing greater than one acre of land, or 10,000 square feet of land adjacent to a wetland, stream, public water, or public water wetland	Projects disturbing greater than one acre of land.
Water Quality	BMPs sized to treat runoff from 1.1 inches over the new or reconstructed impervious for all project except public linear project which shall treat 0.75 inches over new or reconstructed impervious surface	Stormwater BMPs shall remove 90% of total suspended solids from the runoff generated by a 2.5-inch rainfall event (NURP water quality storm).	Developments shall incorporate effective non-point source pollution reduction BMPs to achieve 90% total suspended solids removal from the runoff generated by a NURP water quality storm (2.5" rainfall).
Volume Control		Stormwater runoff volume reduction shall be achieved onsite in the amount of 1.1 inch of runoff from impervious surfaces.	Stormwater runoff volume retention shall be achieved onsite in the amount equivalent to the runoff generated from a 1.1 inch rainfall over the impervious surfaces of the development.
Rate Control	Peak stormwater runoff rates for the proposed project at the project site boundary, in aggregate, must not exceed existing peak runoff rates for the 2-year, 10-year and 100-year, 24-hour rainfall events. Within the Flood Management Zone the applicant shall provide peak rate control beyond the existing condition by reducing the peak rate to ≤80% of the existing condition.	Runoff rates shall not exceed existing runoff rates for the 2-year, 10-year, and 100-year critical storm events using Atlas 14 precipitation depths and storm distributions or as approved by the District.	Runoff rates for the proposed activity shall not exceed existing runoff rates for the 2-year, 10-year, and 100-year critical storm events using Atlas 14 precipitation depths and storm distributions or as approved by the District.
Wetland bounce/inundation	Permitted bounce and inundation period based on susceptibility classification of wetland (see Rule C paragraph 8).	Wetlands shall not be drained, filled wholly or in part, excavated, or have sustaining hydrology impacted such that there will be a decrease in the inherent (existing) functions and values of the wetland.	All stormwater must be treated to the water quality standard outlined in Rule C.d.3 before discharge to a wetland.

Standard	Rice Creek Watershed District	Capitol Region Watershed District	Ramsey-Washington Metro Watershed District
Wetland buffer	Buffer adjacent to wetland within the final WMC must average at least 50 feet in width, measure at least 25 feet at all points, and meet the average width at all points of concentrated inflow. Buffer adjacent to High Quality Wetland, or to replacement wetland adjacent to High Quality Wetland, must be at least 50 feet wide at all points.	A minimum buffer of 25 feet of permanent District approved non-impacted vegetative ground cover abutting and surrounding a wetland is required.	Wetland buffers shall be required for all developments adjacent to a wetland whether or not the wetland is located on the same parcel as the proposed development. See Rule E, Table 4 for average and minimum wetland buffer widths.
Flood control	No person may alter or fill land below the 100-year flood elevation of any public water, public water wetland or other wetlands without first obtaining a permit from the District. New structures and stormwater basins must be constructed so that the lowest floor and lowest entry elevations comply with district Rule C paragraph 9(g).	Placement of fill within the 100-year floodplain is prohibited unless compensatory storage is provided. All habitable buildings, roads, and parking structures on or adjacent to a project site shall comply with flood control and freeboard requirements (see Rule D, Table 3)	Placement of fill within the 100-year floodplain is prohibited unless compensatory storage is provided. All habitable buildings, roads, and parking structures on or adjacent to a project site shall comply with flood control and freeboard requirements (see Rule D, Table 3)
Erosion and Sediment Control	. Required for surface soil disturbance or removal of vegetative on 10,000 sf or more of land or if any part of the disturbed area is within 300 feet of and drains to a lake, stream, wetland or public drainage system. Must conform to the standards of the NPDES construction general permit	Erosion and sediment control measures shall meet the standards for the General Permit Authorization to Discharge Storm Water Associated With Construction Activity Under the NPDES Permit Program except where more specific standards are required.	Erosion and sediment control measures shall meet the standards for the General Permit Authorization to Discharge Storm Water Associated With Construction Activity Under the NPDES Permit Program except where more specific standards are required.
Illicit Discharge and Connection	No person shall discharge or cause to be discharged into a public drainage system within the District any materials, including but not limited to pollutants or waters containing any pollutants that cause or contribute to a violation of applicable water quality standards, other than stormwater.	No person shall discharge or cause to be discharged into the municipal storm drain system or watercourses any materials, including but not limited to pollutants that cause or contribute to a violation of applicable water quality standards, other than storm water. The construction, use, maintenance or continued existence of illicit connections to the storm drain system without a District permit is prohibited.	No person shall discharge or cause to be discharged into the municipal storm drain system or watercourses any materials, including but not limited to pollutants that cause or contribute to a violation of applicable water quality standards, other than storm water. The construction, use, maintenance or continued existence of illicit connections to the storm drain system without a District permit is prohibited.

3.3 City of Roseville

One of the primary means for the City to manage surface water is through this plan which is legally enforceable through city ordinances and standards such as Shoreland, Wetland, Storm Water Management and Floodplain Regulations. City code chapters and sections relevant to surface water management have been included in Appendix C. In addition to City ordinances, Roseville enforces stormwater design standards through development review, building permits and erosion control permits. For example, currently, all sites that are greater than 5,000 square feet or land adjacent to a water resource are required to get an Erosion Control Permit. Further detail regarding design standards can be found in Appendix B. Stormwater Management Standards can be updated as needed to keep up with state of the science, code/ordinance updates, and watershed regulations.

Enforcement of the City's ordinances and standards goes hand-in-hand with compliance with local, state, and federal regulations. Closely related to surface water management is the NPDES MS4 permit program. As of March 2003, all cities in the Twin Cities metropolitan area are permittees under the NPDES Phase II MS4 Storm Water permit and must therefore meet certain requirements related to stormwater pollution control. The six minimum control measures and associated BMPs of the NPDES MS4 program are included in the City's Storm Water Pollution Prevention Plan (SWPPP) found in Appendix D.

4.0 Goals and Policies

To support a high quality of life for the City's residents, protect the City's water resources, and promote sustainability and resiliency, the City has developed the following goals and policies. A **goal** is the specific end point which is desired and **policies** are guiding principles which altogether form a strategy to attain the goals. Plan standards (or storm water development criteria) are an extension of the goals and policies that provide detailed criteria on storm water management practices. This section of the CSWMP outlines goals and policies related specifically to surface water management in the City of Roseville.

4.1 Flood Protection and Runoff Management

Development and the related changes in land use can increase runoff rates and volumes due to additional impervious surface. As areas develop or redevelop at a higher density, storm water runoff generally increases. In addition, and as discussed briefly in Section 2.1, changes in the characteristics of rainfall events are trending toward more intense rainfall and greater depth storms and the NWS is in the process of updating precipitation frequency estimates. Whatever the cause of more intense and greater depth storms, this increase in runoff rates and volumes can result in localized and/or large scale flooding issues in the downstream system. It is important to manage these increased runoff rates and volumes in order to strive to reduce flooding in the downstream system and to control the potential effects of erosive flows on streams and waterways.

As an established community with a developed built environment, Roseville has dealt with and continues to deal with numerous flooding issues as a result of development altering the natural hydrology and infiltration characteristics of the land. These resolved and ongoing issues are further elaborated upon in Section 5.0.

The City of Roseville has policies and standards that require volume reduction and rate control for new and redevelopment. The City has also adopted a floodplain ordinance, and has adopted policies that regulate minimum building elevations that comply with Minnesota DNR recommendations for a 1' minimum freeboard between a structures lowest floor and the

100-yr flood level. Freeboard is the vertical distance above a certain level (often the 100-yr flood level) which provides a factor of safety to compensate for unknown factors such as ice jams or debris clogging culverts. The City has developed the flood protection and runoff management policies listed in Table 8 to support the flood protection and runoff management goals of this Plan.

Table 8
Goal 1 – Flood Protection and Runoff Management

Goal Statement: Provide flood protection to the maximum extent practicable for all residents and structures and to protect the integrity of our drainage and detention systems through stormwater management.	
Policy No.	Goal 1: Flood Protection and Runoff Management – Policies⁽¹⁾
1	The City shall require runoff rate control for land disturbing activities exceeding one-half acre or creating/reconstructing an impervious area of 5,000 square feet or more.
2	The City shall require volume reduction for development and redevelopment projects in accordance with watershed district rules and City standards.
3	For development and redevelopment projects affecting on-going issue areas (see ongoing issues on Figure 19), the City shall require developers to incorporate practices to resolve a proportionate share of the problem through a reduction based on existing runoff volumes.
4	The City shall require structure freeboard elevations in accordance with watershed district rules and City code (Section 1017.17) .
5	The City shall enforce its Floodplain regulations (City Code Chapter 1021) which are designed to minimize flood losses and requires no net loss of storage volume.
6	For newly constructed stormwater retention ponds, the City shall require an emergency overflow spillway to safely convey flows in excess of the 200-year (0.5% probability) event to the maximum extent practicable.
7	The City encourages reduction of, or minimizing increases in, the amount of impervious surface created as a result of land development or redevelopment activities through City Code, development review processes, and a stormwater utility fee.
8	The City shall cooperate and collaborate with adjacent municipalities and watershed districts to address intercommunity drainage issues.
9	The City shall seek to enhance or maintain existing drainage facilities in a sustainable manner taking into consideration available personnel, financial resources and system resiliency.
10	The City staff shall provide technical assistance as requested to aid in public understanding and interpretation of local flood protection and runoff management requirements

⁽¹⁾It is requested that Rice Creek Watershed district continues to implement its regulations and issue permits within the City.

4.2 Surface Water Protection

The City of Roseville seeks to maintain and improve the water quality in its lakes, ponds and wetlands. Water quality is often directly related to the water clarity (suspended solids) and level of available nutrients in a water body. While nutrients comprise only one category of substances that can affect water quality, nutrients (principally phosphorous) must be controlled to achieve the water quality goals of this Plan. Phosphorous is most often the limiting factor for plant growth, and increases in available phosphorous allow plant species to dominate the lakes, ponds and wetlands.

Many people do not realize that when organic materials, like leaves, grass clippings, fertilizer and pet waste, enter a waterbody, they can disrupt the ecosystem. Once in the water these organic materials decay, releasing phosphorus. Excess phosphorus increases algae growth, inhibiting the growth of other aquatic plants. When algae die and decay, they exert a biological oxygen demand on the lake, depleting available oxygen for fish and other aquatic species. Limiting nutrient loading to surface waters is one of the keys to maintaining and improving water quality.

There are several activities that can be followed to minimize the delivery of suspended solids and phosphorus into the City's water bodies. These activities include better management of construction site erosion control measures, reducing the level of impervious cover, reducing the extent of managed lawn areas and replacing them with native vegetation, reducing bank erosion, and requiring more infiltration and volume control best management practices for storm water treatment. Residents can also do their part by keeping grass clippings, fertilizer and pet waste out of the streets where it has a direct route into the storm sewer systems and ultimately into lakes, ponds, and wetlands.

To reduce the impacts to shoreland and wetlands the City as adopted a Shoreland, Wetland, and Stormwater Management ordinance. The purpose of the ordinance is to control and guide future development within and surrounding those land areas which are contiguous to designated bodies of public water and areas of natural environmental significance. Any water resource on property to be developed will be subject to these management policies, as well as the rules and requirements of the Wetland Conservation Act, the City and the watershed management organizations.

Table 9
Goal 2 – Surface Water Protection

Goal Statement: Maintain or improve the water quality and ecological integrity of the City's lakes, ponds, and wetlands.	
Policy No.	Goal 2: Surface Water Protection - Policies
1	The City shall enforce the Erosion and Sediment Control ordinance (City Code Section 803.04) for all land disturbing activity greater than 5,000 square feet or adjacent to a water resource.
2	The City shall require stormwater treatment through the Shoreland, Wetland, and Stormwater Management ordinance for land disturbing activities exceeding one-half acre or 5,000 square feet new impervious. The level of treatment provided shall comply with the infiltration/volume reduction standards or if infiltration is not feasible remove 90% of total suspended solids and 60% of total phosphorus.

3	The City shall enforce the Shoreland, Wetland, and Storm Water Management ordinance to regulate alterations of shorelands and wetlands and to maintain existing aquatic, vegetation and wildlife conditions to the maximum extent possible.
4	The City delegates administration of the Wetland Conservation Act (WCA) to the Watershed Districts which will act as the Local Government Units (LGUs) for enforcing the regulations of WCA. The City shall be informed of and provide informal review of all wetland impacts within the City.
5	The City shall cooperate and collaborate with the MPCA and local agencies in conducting and implementing TMDL projects for impaired waters within and downstream of the City.

4.3 Groundwater Protection

Unlike surface water resources, which can be managed within well defined and limited physical boundaries, groundwater is a natural resource feature of large geographic areas. For this reason, groundwater must be managed by a local government agency that has authority outside of the City's jurisdiction. In Ramsey County, the Ramsey Conservation District has been delegated the responsibility to write and administer the Ramsey County Groundwater Protection Plan. Because drinking water in the City is provided by the St. Paul Regional Water Service and the City does not own any public water supply wells, the City has not prepared a Wellhead Protection Plan.

Table 10
Goal 3 – Groundwater Protection

Goal Statement: Protect the quality and quantity of groundwater through collaboration with local and state agencies managing groundwater resources.	
Policy No.	Goal 3: Groundwater Protection – Policies
1	The City will follow the Minnesota Department of Health's (MDOH) guidance on evaluation of stormwater infiltration projects in vulnerable wellhead protection areas (WHPAs) and drinking water source management areas (DWSMAs) to determine if infiltration practices are appropriate.
2	The City acknowledges the potential for stormwater infiltration practices to mobilize soil contaminants and shall support alternate volume reduction practices in areas of known or suspected soil contamination.
3	The City will cooperate with Ramsey Conservation District to develop and revise land-use regulations as necessary in DWSMAs to protect drinking water and public health.
4	The City shall encourage Low Impact Development (LID) to minimize imperviousness and promote naturally occurring groundwater recharge.
5	The City shall promote water conservation practices such as installing low-flow toilets, washing only full loads of laundry and dishes, and watering lawns and gardens only when needed and during the early morning or evening. A

	more comprehensive list of water conservation practices can be found on the City's website .
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4.4 Public Education and Outreach

Public involvement and outreach is a strategy and an effort that recognizes people want to be involved in decisions that affect any facet of their life. Public involvement creates opportunities for the residents and the general public to participate in the processes that impact them directly which often leads to more informed decision making. Public involvement also allows the City to reach residents that might be looking for educational information on water resources or opportunities to get involved in local improvement projects.

The City's web site is an alternative medium to provide municipal information to both City residents and those people who live outside Roseville. An electronic version of this Plan is accessible on the City's stormwater webpage. Because the Plan has such a wide audience, including engineers, planners, developers, citizens, scientists and educators; electronic access to the text and mapping creates a better understanding of the goals, policies and activities of this Plan, as well as links to previous studies and tools that will help to make better decisions on projects ranging from a development site plan to a backyard landscaping project.

The City will make an ongoing effort on both a City-wide and watershed level toward educating the public by distributing information to its residents on responsible practices they should employ to protect water resources throughout the City. The program can also educate residents on better land use practices such as the benefits of using phosphorus-free fertilizer and keeping grass clipping out of the streets. Educational information will also be provided regarding the proper use of a wide range of lawn chemicals and installing and maintaining rain water gardens.

Table 11
Goal 4 – Public Education and Outreach

Goal Statement: Promote stewardship and increase awareness of land and water resources through public education and outreach.	
Policy No.	Goal 4: Public Education and Outreach – Policies
1	The City will continue to implement an education and outreach program using a variety of media, including use of notices, mailings, local cable television, newsletters, articles in Roseville City News, web sites, workshops and/or presentations to inform the community about water resource issues.
2	The City will continue to conduct a public annual stormwater meeting as described in the City's SWPPP for the MS4 NPDES permit.
3	The City shall make this Plan available to the residents of Roseville and general public through the City's stormwater webpage. A hard copy of the plan will be available at the City Hall upon request.
4	The City will use a public involvement process in water resource management decision-making (i.e., through appointed Commissions and public meetings).
5	The City will make an ongoing effort on both a local and regional level by distributing information to residents on responsible practices to protect water

	resources such as alternative landscapes, phosphorus free fertilizer, aquatic plant management, proper use of a wide range of lawn chemicals and proper disposal of hazardous household materials etc.
6	The City will work with existing public and private resources to increase public participation in water resources management and disseminate information regarding each of the local watershed management organizations having jurisdiction within the City.
7	The City will cooperate with other organizations and consider establishment of model interpretative sites for public education.
8	The City will continue to educate elected officials and members of the general public on water resources management needs and issues.

4.5 Pollution Prevention and Maintenance

Housekeeping practices, such as removing leaves from streets and storm drains and limiting the use of phosphorus fertilizers, are examples of simple ways individuals (residents) and the City can prevent pollution and make improvements in water quality. Although suspended solids and nutrients are traditionally what come to mind regarding surface water quality pollutants, there are a number of other pollutants that harm surface waters and aquatic ecosystems. The following list summarizes additional water quality pollutants of concern to regional surface waters:

- **Chloride.** Chloride is a main component of most deicing products such as road salt. Once in the water, it is a conservative pollutant making it difficult to remove. It can be toxic to aquatic plants and organisms and can reduce or delay vertical mixing in lakes. Using properly calibrated equipment to apply deicing products is one of the ways City crews reduce the amount of chlorides applied to City streets.
- **Pathogens.** Pathogens are disease causing organisms such as *Giardia* and *Cryptosporidium*. They are difficult to identify and thus fecal coliform and *E. coli* bacteria are used to indicate the possible presence of pathogens. Sources are human, pet, livestock, and wildlife excrement.
- **Mercury.** Mercury is naturally occurring element which finds its way to surface waters primarily through atmospheric deposition. The primary regional source of atmospheric mercury is from burning coal. Once in the water, it is converted to methylmercury which bioaccumulates up the food chain and is a known neurotoxin which impacts the central nervous system. Several of the City's lakes are impaired for mercury resulting in fish consumption advisories.
- **Other heavy metals** (e.g. lead, zinc, copper and cadmium). Heavy metals are primarily found bound to suspended solids in stormwater and surface waters although they are also present in dissolved forms. They can be toxic in certain concentrations to animals and humans.
- **Polycyclic aromatic hydrocarbons (PAHs).** PAHs are a class of chemicals that harm fish and, with prolonged exposure, pose a risk of cancer in humans. Common sources are coal-tar based sealcoat, petroleum products and oil. A current challenge for many cities, including Roseville, is how to cost-effectively remove sediments from stormwater ponds that have PAH levels that require disposal at a landfill.

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- **Polychlorinated biphenyls (PCBs).** PCBs are a class of chemicals manufactured and commonly used from 1930 to 1979 in electrical and hydraulic products. They do not readily break down in the environment and bioaccumulate in organisms, fish, and ultimately humans who ingest the fish. The EPA and other organizations consider PCBs to be probable human carcinogens.
 - **Perfluorochemicals (PFCs).** PFCs are a family of chemicals used to make products resist heat, oil, stains, grease, and water. Examples of PFCs are perfluorooctane sulfate (PFOS) and perfluorooctanoic acid (PFOA) which are extremely resistant to breakdown in the environment and bioaccumulate in animals and humans. In animal studies high concentrations of PFCs have been shown to have adverse health effects but the effects in humans are still unclear.
 - **Endocrine disrupting compounds (EDCs).** EDCs are not a discrete class of chemicals but rather a chemical which mimics or blocks normal hormonal function in animals and humans (a process called endocrine disruption). In animals, exposure to EDCs has been associated with reduced reproductive success, reduced survival, altered sex typing, and developmental abnormalities. Potential EDCs include chemicals such as PCBs, polybrominated biphenyls (PBBs), bisphenol A (BPA), phthalates, and many others found in a range of products from pharmaceuticals and personal care products to pesticides.
 - **Aquatic nuisance and invasive species.** Aquatic plants such as Eurasian Watermilfoil and Purple Loosestrife have become well established throughout certain areas of the Twin Cities Metropolitan area and can create significant impacts to wetland and water resources if not managed. In addition, aquatic animals such as the Zebra Mussel can create nuisance problems in area lakes and have the potential to significantly alter the character and quality of the resource. The following link provides a thorough overview of some of the more prevalent aquatic invasive species in the region:
www.invasivespeciesinfo.gov.

Many of the pollutants listed above are either already in the environment (e.g. PCBs, PFCs) or are found in many commonly used products (e.g. Chloride, PAHs, EDCs) and are difficult to remove from the aquatic environment once introduced with traditional treatment methods. To avoid potentially expensive remediation/treatment costs associated with many of these pollutants, the City will need to take a proactive approach with prevention/reduction through considerable educational efforts and public policies.

Examples of efforts the City has already made towards pollution prevention include reducing road salt usage and prohibiting the use of coal-tar based sealers. The City also has an illicit discharge ordinance which prohibits illicit discharge of non-stormwater into the storm sewer system and intentionally disposing of grass, leaves, dirt, or landscape material into a water resource, natural conveyance, or street/road/alley.

The City can work with contractors to limit the spread of invasive species is through implementing best practices for pumping equipment. For example, where pump systems are used in City water bodies for a pond clean out project or dewatering, the contractor should be aware of the potential presence of Zebra Mussels in the water bodies where they previously used the equipment and take the necessary steps to decontaminate their equipment.

Complementing pollution prevention is performing routine maintenance of existing stormwater treatment and drainage systems. As sediment builds up over time, it reduces the capacity of drainage systems and the pollutant removal capabilities of ponds by reducing

dead storage volume (i.e., the volume below the outlet elevation). Sediment from erosion can also significantly reduce infiltration rates in basins or BMPs designed for volume control and/or groundwater recharge. Extending the life of these facilities involves source control and elimination of material that causes the problem, and maintenance of the systems on a regular basis. Better construction methods and maintenance efforts will control a major portion of the sediment at the source, and an effective street sweeping program will also have a positive impact.

Table 12
Goal 5 – Pollution Prevention and Maintenance

Goal Statement: Protect the quality of the City's water resources through pollution prevention, good housekeeping practices, and routine maintenance.	
Policy No.	Goal 5: Pollution Prevention and Maintenance – Policies
1	The City encourages residents to take advantage of the free Ramsey County yard waste collection and prevention sites, Roseville Leaf Recycling Center or backyard composting to prevent these potential sources of TSS and nutrients from reaching the storm sewer system and downstream receiving water bodies.
2	The City encourages residents to properly dispose of household hazardous waste (cleaning products, automotive fluids, lawn and garden chemicals, ect.) at a Ramsey County collection site to prevent these potential sources of pollutants from reaching the storm sewer system and downstream receiving water bodies.
3	The City prohibits non-storm water discharges to the storm drainage system to the maximum extent practicable as described in the Section 803.03 (Storm Water Illicit Discharge and Connection) of the City Code . Illicit discharge of non-stormwater into the storm sewer system includes intentionally disposing of grass, leaves, dirt, or landscape material into a street/road/alley. Not cleaning up pet waste and disposing of it properly in the trash can also lead to illicit discharge.
4	The City shall conduct street sweeping at least three times a year. The first sweep shall be as soon as practical in the spring. Storm water sensitive areas are priority and swept first throughout the year.
5	The City prohibits the use of coal tar-based sealer on asphalt driveways and parking lots within the City to prevent Polycyclic Aromatic Hydrocarbons (PAHs) present in coal tar from contaminated stormwater runoff and downstream receiving water bodies (City Code Chapter 410).
6	Appropriate City staff shall have training and equipment available to deal with small spills of hazardous material on City property. All spills which cause pollution of the air, land, or water resources must be reported immediately to the State Duty Officer at 651.649.5451.
7	Appropriate City staff shall have training on best management practices for the application of road salt and de-icing materials and shall reduce the amount of chlorides to the maximum extent practicable. The City also encourages

	property owners to reduce salt usage and offers tips to cut salt usage on the City website.
8	The City limits phosphate application within the City and prohibits application during certain periods and on impervious surfaces. The fertilizer ordinance (City Code Chapter 408) also includes licensing requirements for commercial applicators.
9	The City shall annually inspect and clean all structural pollution control devices. A minimum of 20 percent of the MS4 outfalls, sediment basins and ponds are inspected annually on a rotating basis in accordance with its SWPPP. Cleaning, sediment and debris removal will be performed as necessary.
10	The City requires private storm water systems to be maintained in proper conditions consistent with the performance standards for which they were originally designed (City Code Section 1017.26 Subp. B.4). Clean up and removal of settled materials is required every five years.
11	The City will support state and watershed programs to limit the spread of invasive species and will encourage contractors to take the necessary actions to avoid the spread of invasive species.

4.6 Coordination and Collaboration

A successful surface water management program requires extensive coordination with the many regulatory agencies having jurisdiction in the City as well as close collaboration with the local watershed organizations and the developers proposing projects within the City. The best solutions are often found through combined efforts and from building on what others have learned from similar projects and/or similar management activities. Coordination and collaboration will be accomplished through a variety of methods including meetings and discussions with project partners and regulators on a project-specific basis; ongoing posting and updates of this plan on the City's webpage; posting design standards and historical surface water studies and resources on the City's webpage; and participating in organizational programs like the Public Works Forum and the Minnesota Cities Stormwater Coalition.

The three watershed management organizations (Capitol Region, Ramsey-Washington-Metro and Rice Creek) all have very active programs with a wealth of resources and staff to assist

the City towards meeting the goals of this plan. The watersheds have funding programs that can assist the City with its municipal projects as well as residents on their individual projects. The City will continue to collaborate with residents by providing an opportunity for residents to recycle yard waste and obtain compost and woodchips for landscape projects.

Table 13
Goal 6 – Coordination and Collaboration

Goal Statement: To simplify and streamline processes and draw upon the expertise and resources of other local, state, and federal agencies in water resources management efforts.	
Policy No.	Goal 6: Coordination and Collaboration – Policies
1	The City will endeavor to inform developers about Federal, State, and local stormwater management regulations including the NPDES requirements, watershed district rules, floodplain regulations, and WCA rules.
2	The City shall utilize educational materials and activities from watershed districts and other entities to deliver a consistent message regarding water resources and stewardship.
3	City staff will be encouraged to attend watershed district hosted education programs directed at municipal officials and staff.
4	The City shall seek opportunities to leverage limited available funding through project partnerships.
5	The City shall encourage landscaping practices that promote infiltration and promote existing programs that meet this goal such as but is not limited to the leaf recycling center, which includes compost and woodchips for property owners to use.

4.7 Sustainability

Sustainability means many things to many people. For some it is an opportunity, for others it is an obligation, and in many cases, it is an expectation of communities, businesses and citizens. The most basic definition of sustainability is “meeting our current needs without sacrificing the ability of future generations to meet their own needs.” In a very basic sense, this is accomplished by balancing environmental, economic, and social (quality of life) considerations. A sustainable approach inherently achieves efficiencies that balance environmental, economic, and social demands.

An example of a sustainability policy the City has developed is the Complete Streets Policy. By integrating innovative and non-traditional design options and involving the local community and stakeholders, the policy permits flexibility in accommodating different modes of travel on existing streets to balance the needs of all corridor users. Complete street elements to be considered include: pathways, both on-road and off-road, crosswalks and crossings, stormwater drainage, trees and other landscaping options, lake widths, lighting, public transportation facilities, bicycle facilities, on-street parking, and environmental corridors and wildlife movement.

Another way the City of Roseville has incorporated sustainability is through the Parks and Recreation Renewal Program. The Parks Renewal program is a 3-year improvement program

guided by the [Parks and Recreation System Master Plan](#) that allows community members to plan for the future of Roseville's Parks and Recreation System. This is done through neighborhood meetings and implementation of park projects throughout the City. The goals of the renewal program include recreation systems management, redevelopment and rehabilitation, space acquisition, trail and pathway connections, recreation programs and services, community facilities, and natural resources management.

As mentioned previously in this Plan, *sustainability* is a thread that is woven throughout the City's Comprehensive Plan, and this CSWMP is an integral component of the City's Comprehensive Plan. As in the Comprehensive Plan, this CSWMP will serve as a guide towards improving sustainability across all aspects of the City's surface water management program and activities. Sustainability represents an approach that strives to achieve the most efficient use of community resources. It is a complicated concept that includes many facets of City government and includes areas such as waste reduction, water conservation, and carbon-emission reduction.

Nature is a good example to follow as it works to reduce runoff volumes by infiltration, reduce soil loss through vegetation, enhance habitat, and reduce pollutants in storm runoff by infiltration and biological uptake. When we develop land, we change the natural system. Often, we increase both the peak runoff rate as well as the volume of runoff. The increase in both developed runoff rate and volume can be harmful to downstream channels, resulting in degradation. This degradation has effects on habitat as well as water quality by increasing sediment loads.

In addition to channel degradation, we also introduce new sediment loads and pollutants into the natural system through the development process. During construction, we can introduce new sediment loads by exposing previously vegetated soil. After development is completed, we often see a whole new set of pollutants in storm runoff.

One example of how during development sustainability could be incorporated into construction site practices would be to use woodchips as a construction site entrance instead of rock. The woodchips not only help to remove the sediment from construction vehicles, but may also be reused elsewhere onsite at a later stage of construction for final restoration. Furthermore, woodchips could be made on-site from clearing and grubbing operations, thus reducing the energy use and costs associated with transporting rock to and from the site. Another sustainable construction practice example is using trenchless technologies to reduce the construction impacts to the ground surface thus reducing the area exposed to rainfall and the potential for sediment to enter surface waters in runoff.

The primary objectives of stormwater sustainability are to mitigate these changes to the natural system. The City goals and policies for sustainable stormwater management area listed in Table 14.

Table 14
Goal 7 – Sustainability

Goal Statement: Achieve the water quality and water resources needs of the City based on the foundation of efficient use of community resources. In this approach both capital costs and long-term operational costs will be considered as well as the overall costs of a given project towards protection and/or improvement of the City water resources.	
Policy No.	Goal 7: Sustainability – Policies
1	The City will use the latest version of the Stormwater Reuse Guide as a guide in considering water reuse on City projects.
2	The City will strive to incorporate construction, building, and landscape designs and practices that mimic natural systems, and infiltrate, retain, detain rainfall onsite, or can reduce excess flows into our sewers, streets, and waterways on City infrastructure projects.
3	The City shall consider using trenchless technologies to reduce the impact on the ground surface and expose less disturbed area to erosion and runoff when appropriate.
4	The City shall consider tree trenches for stormwater treatment and encourage the installation of trees in boulevards and parking lots for stormwater management.
5	The City shall seek to collaborate efforts with the Parks Renewal Program and incorporate multi-use green space.
6	The City shall endeavor to incorporate pretreatment, treatment trains, and maintenance access for new and retrofit public stormwater treatment facility projects.
7	The City shall consider installing flow meters to monitor its water usage.

5.0 Issues Assessment

5.1 Resolved Issues & Past Project Examples

As discussed previously, this Plan builds on the previous Plans adopted by the City in 1990 and 2003. Each of those previous Plans contained an assessment of problem areas and called for implementation actions to address those issues. The following sections provide descriptions of past example projects and resolved issues. Figure 18 identifies the locations of the following examples.

5.1.1 Upper Villa Park Stormwater Harvesting and Reuse

Capitol Region Watershed District (CRWD), in partnership with the City of Roseville, led this project. The purpose of the project was to treat stormwater and store it for use as irrigation on the softball field at Upper Villa Park. The project protects Lake McCarrons and the Villa Park Wetland System by capturing the pollutants transported in urban stormwater such as Total Phosphorus (TP), Total Suspended Solids (TSS), heavy metals, and petroleum products, among others. The combined system includes a series of underground infiltration pipes that will reduce runoff from the surrounding neighborhood, and a cistern that stores rainwater for irrigation.

The system also uses an emerging technology to actively manage the level of water in the cistern. Software is programmed to communicate with weather forecasts and level sensors within the rainwater cistern. An automated valve will drain the cistern into the underground infiltration pipes prior to a rain storm so it can capture more stormwater. The valve will close after a storm and fills the cistern to provide water for irrigation of the softball field. The system will save up to 1.3 million gallons of drinking water by capturing and using runoff.



5.1.2 Rosewood Neighborhood Drainage Improvements

The existing storm sewer system in the Rosewood neighborhood consists of a network of pipes that lead to a manhole at Draper Avenue and Midland Hills Road. From this manhole, the storm water runoff flows through a dual pipe system west to Walsh Lake. The existing storm sewer system was built in the 1970's and additional build-out of the neighborhood, which included the filling of wetlands, resulted in an under-sized storm sewer system for today's conditions.



The pipe configuration at Draper Avenue and Midland Hills Road creates a bottleneck on the system, which causes localized street flooding. The streets in this neighborhood are in good condition; upsizing the entire storm sewer system wouldn't have been a cost-effective manner in which to improve the drainage conditions, as it would have required significant pavement removal and excavation. In addition to costs, upsizing the pipe would increase flow rates into Walsh Lake. Since the outlet of Walsh Lake is controlled by a lift station, increased

flow to Walsh Lake could cause significant problems downstream and localized flooding

Instead, the City of Roseville installed 19 neighborhood raingardens in the Walsh Lake area to encourage infiltration of stormwater runoff and alleviate frequent local flooding problems. Additionally, a large underground storage/infiltration device was installed and Rosewood Wetland was expanded to provide additional stormwater storage and treatment capacity in this area. Creating additional storage possibilities throughout the existing storm sewer system alleviated the stress on the existing system; reduced the threat of flooding, while also improving water quality. By creating additional storage to reduce the risk of flooding, street flooding has also been reduced.

5.1.3 Aladdin Street Bioinfiltration Basin Retrofit Installation



A long urbanized area along Aladdin Street in Roseville drains to a wetland which is hydraulically connected to Lake Owasso. To provide water quality treatment for this area, the Grass Lake Watershed Management Organization, in cooperation with the Ramsey Conservation District and City of Roseville, installed a bioinfiltration basin with funding provided by the Clean Water Land & Legacy Amendment Fund.

5.1.4 Arona Pond Reconstruction

Arona pond is located within the Applewood Pointe redevelopment area. Prior to development, this pond was a landlocked basin. For years, the normal water level of the pond was governed by infiltration. As the surrounding area developed, the basin became a part of the storm water system. An outlet was installed around 1979 that enabled the basin to pass runoff from extreme events. Approximately 112 acres contribute runoff to Arona Pond. Over the years, the sandy bottom of this pond became sealed with sediment, eliminating the infiltration capacity of the basin. This resulted in localized flooding of the surrounding properties.

As a part of the Applewood Pointe redevelopment project in 2003, the City reconstructed this pond. The reconstruction project nearly doubled the capacity of the basin. Years of sediment accumulation was excavated, restoring the infiltration capacity that had been sealed. In addition, a lift station was constructed to provide a secondary outlet for extreme events. The new pond serves as a regional storm water treatment facility for the subwatershed.

5.1.5 South Owasso Boulevard

As a part of the 2006 South Owasso Boulevard Reconstruction project, the City constructed the improvements for the storm water runoff being discharged into Ladyslipper Park. Between Rice Street and Western Avenue, approximately 160 acres of single family residential property drain into Lake Owasso through a drainage ditch that cuts through Ladyslipper Park in a north south direction. This ditch was constructed in 1971 as a canoe access to Lake Owasso. In the 1991 Lake Owasso Survey report, it was determined that the removal efficiency of this system is very limited. Only 30 to 50% of suspended solids and 9% of the total phosphorus were removed before being discharged into Lake Owasso.

In 2005, the City constructed a two cell pond system north of the road as well as three wetland/ biofiltration basins south of the road. These basins increased the TSS removal to 81% and Phosphorus removal to 52%. This is a significant improvement to this subwatershed area.

5.1.6 William Street Pond

In 2011, a retrofit project on the William Street Pond was completed in partnership with CRWD. The project featured sediment removal, a new baffle device and pond inlet pipe, and two iron-enhanced sand filtration benches. The iron-enhanced sand filtration benches provide for removal of dissolved phosphorus (a fraction of the total phosphorus not removed through sedimentation). The benches, which consist of sand mixed with iron filings, remove the dissolved phosphorus via surface sorption to oxidized iron.



5.1.7 Lake McCarrons Alum Treatment

In October 2004, an aluminum sulfate (alum) treatment was applied to Lake McCarrons in order to improve the poor lake water clarity caused by excessive nutrients available for algae growth. The alum bonds with phosphorus present in the water which forms a non-toxic, white floc which descends to the bottom of the lake. The floc remains chemically stable and keeps the phosphorus unavailable for algae overgrowth. The floc also creates a chemical barrier to phosphorus adhered to the sediment at the bottom of the lake.

5.1.8 Villa Park Wetland Restoration

The Villa Park Wetland System is a constructed wetland located upstream of Lake McCarrons to provide stormwater treatment. Water quality monitoring and data analyses completed for CRWD suggests that the wetlands have become a source of dissolved phosphorus to Lake McCarrons and the sediment removal efficiency of the system has significantly decreased over the past couple decades. In 2013 accumulated sediment was removed to restore the Villa Park Wetland System.

5.1.9 Gottfried's Pit Pump

The City of Roseville cooperated on a study of downstream flooding and water quality issues with CRWD, Falcon Heights, the City of St. Paul, and Ramsey County in 2003 for the northwestern watershed area to Como Lake. Roseville drains 315 acres to this system. Just east of Gottfried's Pit is a low point in local topography near the intersection of Larpenteur Avenue and Fernwood Avenue which is prone to frequent flooding. Solutions to mitigate the flooding issue on Larpenteur involved increasing the volume stored within Gottfried's Pit countered by a pump upgrade for a faster draw-down time and closing the valve located in the pipe connecting the Ramsey County storm sewer trunk to the lift station.

5.2 Ongoing Issues

While the previous section provided just a few of the many project examples and accomplishments the City has made in the 20 plus years since completing its first surface water management plan, there is also more work ahead. Many of the flooding issues of the past have been addressed, but some remain. New water quality issues and concerns are emerging each year, requiring varying levels of effort by the city to address. And, the ongoing maintenance and operation of the storm water system has grown much more

complex over the years due to new regulations and a better understanding of what is necessary to keep the treatment ponds and filtration systems functioning properly.

An example of one of these complex issues is the management of contaminated stormwater sediment dredged from stormwater ponds. This section of the plan provides an overview of some of the more significant of these ongoing issues that will require substantial efforts and resource commitments. Location specific issues such as localized flooding issues and ongoing impairments are identified in Figure 19.

5.2.1 Local Drainage Issues

The City has numerous locations where drainage and wet yard conditions have been reported as an issue. Many times these issues arise in neighborhoods or on private property when there was initial poor drainage design, landscaping and grading was completed which impeded drainage, and/or sump pumps are discharged into landlocked/isolated areas without positive drainage. The City's drainage and flooding issues are prioritized to effectively and efficiently remedy the issue within a given budget. If appropriate remedies to the issues are identified the City will work to coordinate and implement measures to address local drainage issues as budget allows. A list of known local drainage issues is included in Appendix F.

5.2.2 Flooding Issues

While many of the known flooding areas have been addressed by infrastructure improvements over the past 20 years, some remain and are identified in the implementation section of the plan. Unfortunately, the very nature of storm water management means that at some point new issues will likely present themselves due to the plugging of a storm system from debris, for example, or simply a larger or more intense rainfall event than the City has previously experienced. The flooding in Duluth, Minnesota in June 2012 is a notable example of how a storm larger than anticipated can create problems where none were anticipated in the past and will require extensive repair and restoration work for months to years. Specific known local flooding issues are presented below in Table 15.

Table 15
Localized Flooding Issues

Subwatershed	Issue	Implementation Item(s)
35W-3	Chronic flooding at the low point of Cleveland Avenue and Long Lake Pond	1
WL-6	The lake utilizes a lift station to control the bounce and high water level. The upstream Rosewood neighborhood is prone to flooding.	2a
WL-1	HWL issue with basin which frequently floods Rose Hill Alliance Church parking lot	2b
OP-1	Skillman Ave. storm sewer capacity and Fairview trunk storm sewer surcharge and backflow flooding 1800-block of Skillman Avenue west of Fairview Avenue.	3a
OP-1	Fairview trunk storm sewer surcharges flooding low area between Gluek Ln N and Gluek Ln S	3b

WP-1	Chronic flooding occurs along the 1200-block of W Sherren St., known capacity issues within the Fernwood-Lexington trunk storm sewer system.	4
GP-1	The intersection of Larpenteur Avenue and Fernwood Avenue is prone to frequent flooding.	5
ML-9	Cohansey Boulevard adjacent to the Villa Park Wetland System has experienced flooding during extreme events.	6
3W-5	Chronic flooding along Cleveland Ave N south of County Rd C2 W	7
MTR-2	Limited downstream capacity of pumped St. Croix outlet leads to flooding	8
LLJ-4	Limited capacity of trunkline along County Road C2 W leads to flooding near Simpson Street intersection	9
ZP-1	Limited capacity of Pascal St trunkline crossing at Highway 36 leads to system surcharging and flooding at upstream Business Center and Har-Mar Mall	10
WP-1	Flooding issue at Rose of Sharon Manor (1000 Lovell Ave W)	11
LO-13	Wetland and trail flooding near ditch north of County Rd C West and east of Victoria St N	12
ML-8	Storm sewer surcharging/flooding north of Bossard Drive and south of Highway 36	13

5.2.3 Water Quality Impairments

Earlier sections of this plan presented the current known and confirmed impairments to waters within the City. The plan also discussed a few of the emerging water quality issues that have the potential to significantly alter the quality and characteristics of water resources. Much like some localized flooding issues that won't be identified until the next big rainfall, new water quality issues may not be known for years to come. Researchers throughout the country are identifying new issues on a regular basis and regulators and policy makers are developing requirements and guidance to manage these new pollutants. The City's plan is to focus resources on the pollutants that they can best address, such as total suspended solids and total phosphorus and at the same time recognize that new issues may arise that requires adjustment to the current approach.

5.2.4 Operation and Maintenance

With more than 140 public storm water treatment systems (ponds, infiltration basins, etc.), more than 120 miles of storm pipe and an extensive road system on which to complete street sweeping and deicing, the overall stormwater system operation and maintenance needs of the City is significant. In fact, the resources needed to maintain the system will likely grow due to more treatment devices being installed each year and the need to conduct maintenance on those that have been in service for 20 years or more.

One of the most challenging ongoing maintenance needs will be the pond cleanout work that relates to requirements of the NPDES MS4 Permit Program. The MPCA published [Managing Stormwater Sediment Best Management Practice Guidance for Municipalities](#) (June 2012) and describes when the dredged sediment can be used as unregulated clean fill and when it is considered regulated solid waste. The cost difference can be significant depending on the levels of contaminants of concern found in tested sediment samples.

5.2.5 Education, Outreach and Collaboration

Managing storm water has expanded to beyond just City resources and responsibility. A coordinated approach with residents, local interest groups, developers, City and watershed staff, and elected officials is needed in order to achieve local water quality improvements and meet the goals of this plan. The City is required to complete public education efforts as part of its NPDES MS4 Permit Program. The City has also conducted and supported a number of educational programs such as rain water garden workshops that help residents contribute to community efforts. These efforts will continue to be critical towards improving management of grass clippings, fertilizers, chemicals and yard waste. The efforts will help to reduce the chances of a residential backyard grading project that might change the flow of storm water, and they will help inform the public of fish consumption advisories on area lakes and invasive species issues.

6.0 Implementation Program and Funding

The Implementation Program intended to provide guidance in carrying out the Plan goals and objectives. The Implementation Program and funding section summarizes capital improvement projects, studies and ongoing maintenance, inspection, monitoring and other management activities. This Plan is intended to serve the City for at least the next ten years and many of the program activities will continue at least out to the year 2030.

Except for the activities that are taken from the City NPDES SWPPP, the Implementation Program is not a hard and fast commitment to complete each and every activity in the time frame suggested. Rather, it is a suggested course of action that will help to accomplish the major goals of this plan.

Table 16 (at the end of this section) summarizes the activities and efforts of the overall implementation program. Information in the table is not the entire body of work the City conducts or will do in the area of storm water management. Rather, the table provides a summary of the some of the key efforts needed to help achieve the goals of this Plan. Estimated planning-level costs of recommended actions are provided with a cautionary note that they are not intended to set unrealistic expectations of the actual costs of projects and/or activities. The costs provided are intended to serve as an order-of-magnitude look at what the activity may require.

Paying for water management projects and administrative activities has become more complex in recent years. In addition, public improvement and private development projects are seeing a higher percentage of their planning and construction budget being needed for water resources and environmental protection efforts. In the past, special assessments against benefited properties financed most of the necessary improvements. However, the financial options have broadened considerably. The question is which method or methods best suit the

needs of the City. The major categories of funding sources are: Ad Valorem Taxes; Special Assessments; Storm Water Utility; and Grants, as summarized below.

- *Ad Valorem Tax.* General taxation is the most common revenue source used to finance government services, including minor maintenance measures for drainage and water quality facilities. Using property tax has the effect of spreading the cost over the entire tax base of a community. A special tax district can also be used to raise revenue. The special tax district is similar to the administrative structure under general taxation except that all or part of the community may be placed in the tax district. The principle is to better correlate improvement costs to benefited or contributing properties.
- *Special Assessments.* Municipalities are familiar with the use of special assessments to finance special services from maintenance to construction of capital improvements. The assessments are levied against properties benefiting from the special services. The philosophy of this method is that the benefited properties pay in relation to benefits received. The benefit is the increase in the market value of the properties.
- *Trunk Storm Sewer/Development Fees.* Fees charged to new development that generates runoff can be charged to finance infrastructure needed to serve the development. This is a useful tool in communities that are rapidly developing.
- *Storm Utility Fee.* A utility is a service charge or fee based on usage, similar to the fees charged for sanitary sewer or potable water supply. The fee is typically charged against improved parcels based on the concept of contributors (or users) pay. The rate structure is based on the land use type, density, and parcel size to reflect the typical runoff contributed by a given parcel. In some cases parcels may be eligible for a credit to reduce their fee.
- *Grants.* State grants are available for surface water management and non-point source pollution. However, it is generally not a good financial practice to rely on grants for a service program. This source of revenue is not dependable and requires constant speculation as to its availability. Grants are useful but should only be used to supplement a planned local revenue source. Some of the agencies and programs that may have available grant funds include:
 - Environmental Protection Agency
 - Watershed Districts
 - U. S. Fish and Wildlife Service
 - Minnesota Department of Natural Resources
 - Metropolitan Council
 - Ramsey Conservation District
 - Minnesota Board of Water and Soil Resources
 - Minnesota Pollution Control Agency

The City currently has a storm drainage utility fee in place which funds storm water management related costs such as educational programs, construction of treatment systems and maintenance of the overall storm water treatment and conveyance systems (storm sewer maintenance and street sweeping). Using a combination of all available funding sources will be continued in order to fund surface water management activities within Roseville. The charges and fees will be reviewed and adjusted annually to ensure adequate funding for the activities set forth in this plan and those required by law.

Table 16
Implementation Plan

Item	Applicable Goal	Activity/Project	Schedule (Priority)	Location	Estimated Cost
1	Flood Protection and Runoff Management	Perform hydrologic and hydraulic analysis of Iona Pond drainage system (issue area #1) and identify potential improvements to alleviate flooding		35W-3	\$15,000
1a	Flood Protection and Runoff Management	Implement recommended study improvements		35W-3	TBD
2a	Flood Protection and Runoff Management	Implement remaining recommended study improvements in Walsh Lake subwatershed area to address issue area 2a and 2b.		WL-1 & 6	TBD
3	Flood Protection and Runoff Management	Perform hydrologic and hydraulic analysis of Fairview Ave drainage system (issue area #3) and identify potential improvements to alleviate flooding at the Hwy 36/Fairview Ave overpass, on the 1800-block of Skillman Avenue west of Fairview Avenue and the low area between Gluek Ln N and Gluek Ln S.		OP-1	\$50,000
3a	Flood Protection and Runoff Management	Implement recommended study improvements		OP-1	TBD
4	Flood Protection and Runoff Management	Perform hydrologic and hydraulic analysis of the Fernwood-Lexington drainage system (issue area #4) and identify potential improvements to alleviate flooding near the 1200-block of W Sherren St.		WP-1	\$15,000
4a	Flood Protection and Runoff Management	Implement recommended study improvements		WP-1	TBD
5	Flood Protection and Runoff Management	Perform hydrologic and hydraulic analysis of the Godfrey Pit subwatershed and identify potential improvements to alleviate flooding near the intersection of Larpenteur Avenue and Fernwood Avenue (issue area #5).		GP-1	\$20,000

5a	Flood Protection and Runoff Management	Implement recommended study improvements		GP-1	TBD
6	Flood Protection and Runoff Management	Perform hydrologic and hydraulic analysis of the Cohansey Boulevard system and identify potential improvements to alleviate flooding along Cohansey Boulevard near Villa Park (issue area #6).		ML-9	\$15,000
6a	Flood Protection and Runoff Management	Implement recommended study improvements		ML-9	TBD
7	Flood Protection and Runoff Management	Perform hydrologic and hydraulic analysis of the Cleveland C2 Pond drainage system (issue area #7) and identify potential improvements to alleviate flooding along Cleveland Ave near County Road C2.		35W-5	\$20,000
7a	Flood Protection and Runoff Management	Implement recommended study improvements		35W-5	TBD
8	Flood Protection and Runoff Management	Perform hydrologic and hydraulic analysis of the pumped St. Croix outlet system (issue area #8) to identify potential improvements to alleviate flooding.		MTR-2	\$25,000
8a	Flood Protection and Runoff Management	Implement recommended study improvements		MTR-2	TBD
9	Flood Protection and Runoff Management	Perform hydrologic and hydraulic analysis of the County Rd C2 W drainage system east of Snelling Ave (issue area #9) and identify potential improvements to alleviate flooding at the on the 1400-block of County Rd C2 W and the intersection of County Rd C2 W and Simpson Street.		LLJ-4	\$15,000
9a	Flood Protection and Runoff Management	Implement recommended study improvements		LLJ-4	TBD

10	Flood Protection and Runoff Management	Perform hydrologic and hydraulic analysis of the Pascal St trunk line and crossing at Highway 36 (issue area #10) to identify potential improvements to alleviate flooding at the upstream Business Center and Har-Mar Mall.		ZP-1	\$25,000
10a	Flood Protection and Runoff Management	Implement recommended study improvements		ZP-1	TBD
11	Flood Protection and Runoff Management	Perform hydrologic and hydraulic analysis of the Lowell Ave W drainage system to identify potential improvements to alleviate flooding at Rose of Sharon Manor (1000 Lovell Ave W) (issue area #11).		WP-1	\$15,000
11a	Flood Protection and Runoff Management	Implement recommended study improvements		WP-1	TBD
12	Flood Protection and Runoff Management	Perform hydrologic and hydraulic analysis of the near ditch north of County Rd C West and east of Victoria St N (issue area #12) discharging to Lake Owasso to identify potential improvements to alleviate wetland and trail flooding.		LO-13	\$20,000
12a	Flood Protection and Runoff Management	Implement recommended study improvements		LO-13	TBD
13	Flood Protection and Runoff Management	Perform hydrologic and hydraulic analysis of of Bossard Drive drainage system south of Highway 36 (issue area #13) to identify potential improvements to alleviate flooding.		ML-8	\$15,000
13a	Flood Protection and Runoff Management	Implement recommended study improvements		ML-8	TBD
14	Surface Water Protection	Complete a feasibility study of potential measures to stabilize ditch erosion and mitigate direct discharge to Little Josephine from Millwood Ave storm sewer outlet.		LJ-3	\$15,000
14a	Surface Water Protection	Implement feasibility study improvements		LJ-3	TBD

15	Surface Water Protection	Complete a feasibility study of potential measures to stabilize ditch erosion and mitigate direct discharge to Lake Owasso from Victoria St N storm sewer outlet south of Orchard Lane.		LO-13	\$15,000
15a	Surface Water Protection	Implement feasibility study improvements		LO-13	TBD
16	Coordination and Collaboration	Collaborate with the City of Maplewood, Ramsey County, and CRWD to resolve storm sewer capacity issues at Center Street which discharges into the Trout Brook Interceptor storm system.		TB-2	\$10,000
17	Coordination and Collaboration	Coordinate with RCWD in the implementation of the Southwest Urban Lakes TMDL in achieving the categorical MS4 stormwater waste load allocation reduction goals for Little Lake Johanna (179.0 kg TP/year), Long Lake South (140.1 kg TP/year) and Pike Lake (314.4 kg TP/year).		City area throughout RCWD	\$15,000
18	Surface Water Protection	Complete a feasibility study for implementing local BMPs #4-12, 15, and 16 as identified in the Jones Lake Field Reconnaissance Supplement in RCWD Southwest Urban Lakes Action Plan.		MTR Drainage Areas	\$15,000
18a	Surface Water Protection	Implement feasibility study recommended improvements		MTR Drainage Areas	TBD
19	Surface Water Protection	Complete a feasibility study for implementing local BMPs #1 and 2 as identified in the Josephine Lake Field and Reconnaissance Supplement in RCWD Southwest Urban Lakes Action Plan.		LJ Drainage Areas	\$15,000
19a	Surface Water Protection	Implement feasibility study recommended improvements		LJ Drainage Areas	TBD
20	Surface Water Protection	Complete a feasibility study for implementing local BMPs #1-4 as identified in the Langton Lake Field and Reconnaissance Supplement in RCWD Southwest Urban Lakes Action Plan.		LL Drainage Areas	\$15,000
20a	Surface Water Protection	Implement feasibility study recommended improvements		LL Drainage Areas	TBD
21	Coordination and Collaboration	Continue to coordinate closely with developers of the Twin Lakes Area to ensure that City Standards and RCWD requirements are achieved or exceeded as this area re-develops		LL Drainage Areas	\$5,000

22	Surface Water Protection	Complete a feasibility study for implementing local BMPs #4-9 as identified in the Little Johanna Lake Field and Reconnaissance Supplement in RCWD Southwest Urban Lakes Action Plan		LLJ Drainage Areas	\$15,000
22a	Surface Water Protection	Implement feasibility study recommended improvements		LLJ Drainage Areas	TBD
23	Coordination and Collaboration	Cooperate with RCWD efforts to clean RCD 4, repair areas of channel erosion, and manage runoff to RCD 4		LLJ-7	\$10,000
24	Surface Water Protection	Complete a feasibility study for implementing local BMPs #6-9 as identified in the Little Josephine Lake Field and Reconnaissance Supplement in RCWD Southwest Urban Lakes Action Plan		LJ-3	\$15,000
24a	Surface Water Protection	Implement feasibility study recommended improvements		LJ-3	TBD
25	Surface Water Protection	Complete a feasibility study to further investigate the possibility of daylighting trunk storm sewer along Fernwood St to a potential treatment area within Cottontail Park and/or the open space east of the park		LJ-3	\$15,000
25a	Surface Water Protection	Implement feasibility study recommended improvements		LJ-3	TBD
26	Surface Water Protection	Complete a feasibility study for implementing local BMPs #5 and 6 as identified in the Walsh Lake Field and Reconnaissance Supplement in RCWD Southwest Urban Lakes Action Plan		WL Drainage Areas	\$15,000
26a	Surface Water Protection	Implement feasibility study recommended improvements		WL Drainage Areas	TBD
27	Coordination and Collaboration	Coordinate with developers to investigate BMP retrofit opportunities during future re-development processes within the watershed		WL Drainage Areas	\$5,000
28	Surface Water Protection	Complete a feasibility study for implementing local BMPs #1-4 as identified in the Zimmerman Lake Field and Reconnaissance Supplement in RCWD Southwest Urban Lakes Action Plan.		ZP-1	\$15,000
28a	Surface Water Protection	Implement feasibility study recommended improvements		ZP-1	TBD

29	Surface Water Protection	Coordinate with RWMWD in the implementation of the Ramsey-Washington Metro WD TMDL Study toward achieving the City of Roseville MS4 stormwater waste load allocation reduction goals for Bennett Lake of 35.4 lbs TP/growing season		BL Drainage Areas	\$25,000
29	Coordination and Collaboration	Coordinate with RWMWD in implementing lakeshore restoration to enhance the Bennett Lake lakeshore native habitat and stabilization		BL-6	\$10,000
30	Surface Water Protection	Complete a feasibility study for enhanced treatment of Willow Pond outflows, regional stormwater treatment within Central Park and other options identified in previous studies, including the Bennet Lake TMDL.		WP-1 & BL Drainage Areas	\$20,000
30a	Surface Water Protection	Implement feasibility study recommended improvements		WP-1 & BL DAs	TBD
31	Coordination and Collaboration	Coordinate with RWMWD in the assessment and implementation of natural area restoration along the Owasso Lake area.		LO-13	\$10,000
32	Coordination and Collaboration	Coordinate with RWMWD in the feasibility study of retrofit opportunities in the Lake Owasso subwatershed including reducing the phosphorus load from the tributary wetland system and implementing a sediment pond at the City of Roseville's compost facility.		LO Drainage Areas	\$15,000
32a	Surface Water Protection	Coordinate with RWMWD in the implementation and construction of projects and potential retrofit BMPs deemed feasible in the Lake Owasso subwatershed feasibility study.		LO Drainage Areas	TBD
33	Public Education and Outreach	Collaborate with Parks and Recreation to create a stormwater exhibit at the Harriet Alexander Nature Center to educate visitors on the impacts non-point sources have on water quality and wildlife.		LO-8	\$5,000
34	Pollution Prevention and Maint.	Monitor sedimentation in city storm water ponds. Implement a pond cleanout and dredging program to restore design capacity.	Ongoing	Citywide	\$300,000 annually
35	Public Education and Outreach	Develop education for property owners on how to manage snow removal to minimized water quality and quantity concerns.		NA	\$5,000
36	Public Education and Outreach	Investigate the potential for developing an electronic public photo database of unique features/BMPs and before & after examples of City water resource projects.		NA	\$2,000

37	Public Education and Outreach	Investigate opportunities to collaborate on developing unique public education opportunities.		NA	\$5,000
38	Sustainability	Incorporate water resources elements of the Complete Streets Policy into city projects.	Ongoing	NA	TBD
39	Coordination and Collaboration	Collaborate with the Parks and Recreation Commission to incorporate stormwater BMPs, above and beyond required levels, concurrent with the parks renewal program while maintaining active park space.	Ongoing	Citywide	\$50,000-\$100,000 annually
40	Sustainability	Monitor the Twin Lakes water reuse system and develop a water reuse policy.	Ongoing	NA	\$5,000
41	Flood Protection and Runoff Mgmt	Conduct analysis to identify vulnerable areas where 100-yr flood protection is not possible and prepare emergency response plan.		Citywide	\$20,000
42	Public Education and Outreach	Expand the City's website to include this plan, identify citizen involvement opportunities, and provide additional storm water management resources.		NA	\$5,000
43	Public Education and Outreach	Explore an annual City Council recognition program for environmental projects completed in the City.		NA	\$5,000
44	Groundwater Protection	Explore the potential for a policy regarding monitoring requirements of underground storage and infiltration BMPs treating large commercial/industrial areas.		NA	\$5,000
45	Surface Water Protection	Coordinate with CRWD in the implementation and construction of BMPs deemed feasible in the Lake McCarrons Subwatershed Analysis study.		ML Drainage Areas	TBD
46	Coordination and Collaboration	Coordinate with CRWD in implementing water quality improvement projects.		ML and TB Drainage Areas	TBD
47	Surface Water Protection	Effectively update Shoreland, Wetland, and Stormwater Management ordinance to meet the goals of the CSWMP		NA	\$10,000
48	Flood Protection and Runoff Mgmt	Establish ordinary high water or boundaries for all waterbodies within the City for purposes of effectively implementing the Shoreland, Wetland, and Stormwater Management ordinance.		NA	\$15,000
49	Pollution Prevention and Maint.	Develop a private BMP agreement and incorporate into City asset management system for tracking.		NA	\$3,000

7.0 Plan Adoption and Amendments

7.1 Formal Plan Review and Adoption

Minnesota Statute 103B.235, Subd. 3 (italics below) describe the required formal review process for local water management plans.

*Subd. 3. **Review.** After consideration but before adoption by the governing body, each local unit shall submit its water management plan to the watershed management organization for review for consistency with the watershed plan adopted pursuant to section 103B.231. If the county or counties having territory within the local unit have a state-approved and locally adopted groundwater plan, the local unit shall submit its plan to the county or counties for review. The county or counties have 45 days to review and comment on the plan. The organization shall approve or disapprove the local plan or parts of the plan. The organization shall have 60 days to complete its review; provided, however, that the watershed management organization shall, as part of its review, take into account the comments submitted to it by the Metropolitan Council pursuant to subdivision 3a. If the organization fails to complete its review within the prescribed period, the local plan shall be deemed approved unless an extension is agreed to by the local unit.*

*Subd. 3a. **Review by Metropolitan Council.** Concurrently with its submission of its local water management plan to the watershed management organization as provided in subdivision 3, each local unit of government shall submit its water management plan to the Metropolitan Council for review and comment by the council. The council shall have 45 days to review and comment upon the local plan or parts of the plan with respect to consistency with the council's comprehensive development guide for the metropolitan area. The council's 45-day review period shall run concurrently with the 60-day review period by the watershed management organization provided in subdivision 3. The Metropolitan Council shall submit its comments to the watershed management organization and shall send a copy of its comments to the local government unit. If the Metropolitan Council fails to complete its review and make comments to the watershed management organization within the 45-day period, the watershed management organization shall complete its review as provided in subdivision 3.*

The following organizations will receive Agency Review Drafts of this plan for the formal review and comment:

- Rice Creek Watershed District (60-day review period)
- Capitol Region Watershed District (60-day review period)
- Ramsey-Washington Metro Watershed District (60-day review period)
- Ramsey County (45-day review period)
- Metropolitan Council (45-day review period)

After the City receives formal comments on the Agency Review Draft, the City's consultant will make necessary revisions to the plan to receive agency approval. Upon approval of the plan the City Council must formally consider and adopt the Final Plan through a Council Action.

7.2 Amendment Process

The Comprehensive Surface Water Management Plan is intended to extend approximately through the year 2027. In conjunction with this Plan, the NPDES SWPPP activities will be reviewed and evaluated annually in a public meeting and the permit program itself will be

updated as required by the MPCA NPDES permit program. For this plan to remain dynamic, an avenue must be available to implement new information, ideas, methods, standards, management practices, and any other changes which may affect the intent and/or results of this Plan. Amendment proposals can be requested at any time by any person or persons either residing or having business within the City.

7.2.1 Request for Amendments

Any individual can complete a written request for a Plan amendment and submit the request to City staff. The request shall outline the specific items or sections of the Plan requested to be amended, describe the basis and need for the amendment and explain the desired result of the amendment towards improving the management of surface water within the City. Following the initial request, staff may request that additional materials be submitted in order for staff to make a fully-informed decision on the request.

The City may also initiate an amendment to respond to amendment to a local watershed organization plan or following the completion and approval of a TMDL implementation plan.

7.2.2 Staff Review

Following a request for Plan amendments, staff will make a decision as to the completeness and validity of the request. If additional information is needed by staff to determine the validity of the request, staff will generally respond to the requestor within 30-60 days of receiving the request.

Following receipt of sufficient information such that validity of the request can be evaluated, there are three options which are described below:

- a. Reject the amendment. Staff will reject the amendment if the request reduces, or has the potential to reduce, the Plan's ability to achieve the goals and policies of the Plan, or will result in the Plan no longer being consistent with one or more of the watershed district's plans.
- b. Accept the amendment as a minor issue, with minor issues collectively added to the plan at a later date. These changes will generally be clarifications of plan provisions or to incorporate new information available after the adoption of the 2012 Plan. Minor changes will generally be evaluated on the potential of the request to help staff better implement and achieve the goals and policies the Plan. Minor issues will not result in formal amendments but will be tracked and incorporated formally into the Plan at the time any major changes are approved.
- c. Accept the amendment as a major issue, with major issues requiring an immediate amendment. In acting on an amendment request, staff should recommend to the City council whether or not a public hearing is warranted. In general, any requests for changes to the goals and policies or the development standards established in the Plan will be considered major amendments.

Staff will make every attempt to respond to the request within 30-60 days of receiving sufficient information from the requestor. The timeframe will allow staff to evaluate the request internally and gather input from the WD/WMOs and other technical resources, as needed. The response will describe the staff recommendation and which of the three categories the request falls into. The response will also outline the schedule for actions, if actions are needed to complete the requested amendment.

7.2.3 Watershed District Approval

All proposed major amendments must be reviewed and approved by the appropriate Watershed Districts prior to final adoption of the amendments. Major amendments would include changes to the goals and policies of the Plan. Staff will review the proposed amendments with the WDs to determine if the change is a major amendment and if determined to be major amendment, then will assess the ability of the requested amendment to maintain consistency with WD plans.

7.2.4 Council Consideration

Major amendments and the need for a public hearing will be determined by staff and if identified as a major amendment, the request will be considered at a regular or special Council meeting. Staff recommendations will be considered before decisions on appropriate action(s) are made. The requestor will be given an opportunity to present the basis for, and intended outcomes of, the request at the public hearing and will be notified of the dates of all official actions relating to the request.

7.2.5 Public Hearing and Council Action

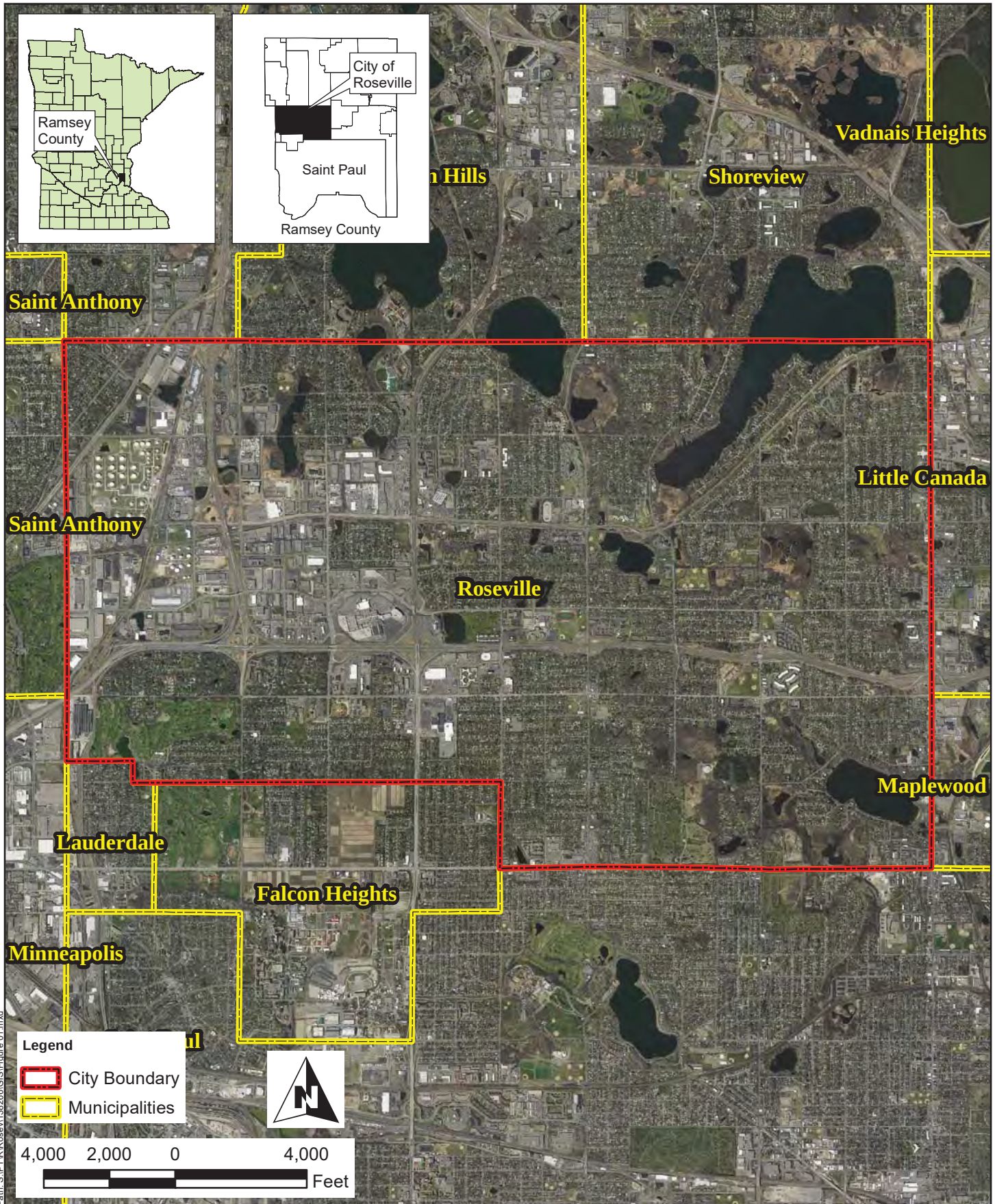
The initiation of a public hearing will allow for public input or input based on public interest in the requested amendment. Council, with staff recommendations, will determine when the public hearing should occur in the process. Consistent with other formal Council actions and based on the public hearing, Council would adopt the amendment(s), deny the amendment(s) or take other action.

7.2.6 Council Adoption

Final action on any major amendments, following approval by the Watershed Districts, is Council adoption. Prior to the adoption, an additional public hearing may be held to review the Plan changes and notify the appropriate stakeholders.

List of Figures

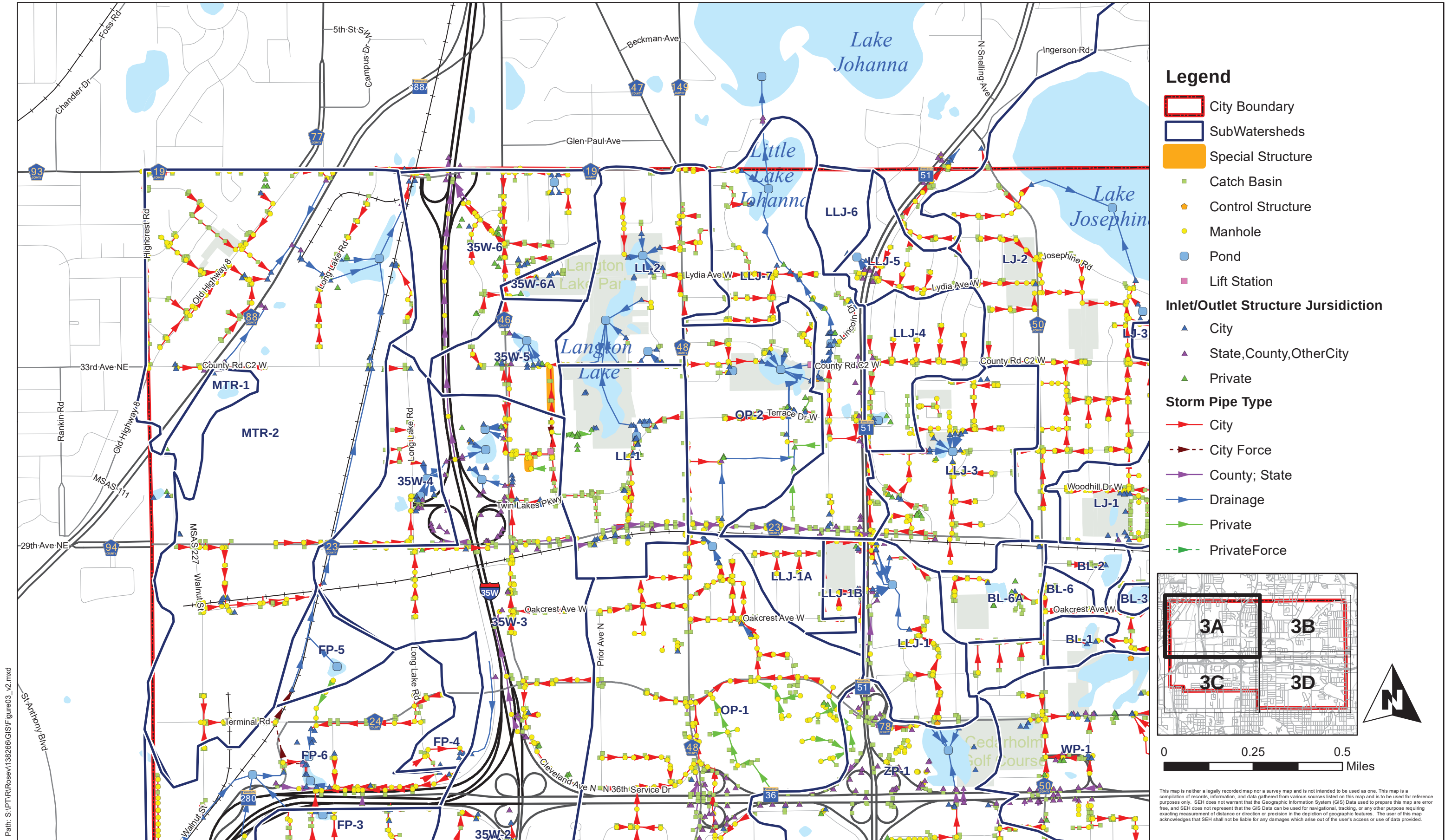
- Figure 1 – Location Map
- Figure 2 – Sub-watershed Map
- Figure 3 – Storm Sewer Map
- Figure 4 – Hydrologic Soil Group Map
- Figure 5 – Surficial Geology Map
- Figure 6 – Bedrock Geology Map
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	3535 VADNAIS CENTER DR. ST. PAUL, MN 55110 PHONE: (651) 490-2000 FAX: (888) 908-8166 TF: (800) 325-2055 www.sehinc.com	Project: ROSEV 138266 Print Date: 2/28/2017 Map by: SrH Projection: UTM, Zone 15, NAD 83, m Source: USGS 7.5 Min. Topo, MnDOT, and SEH Inc.	Site Location Map Comprehensive Surface Water Management Plan Roseville, Minnesota	Figure 1
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Project: ROSEV 138266
Print Date: 4/5/2017

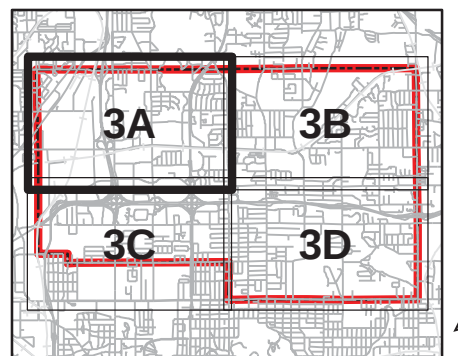
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COMPREHENSIVE SURFACE WATER MANAGEMENT PLAN

Roseville, Minnesota

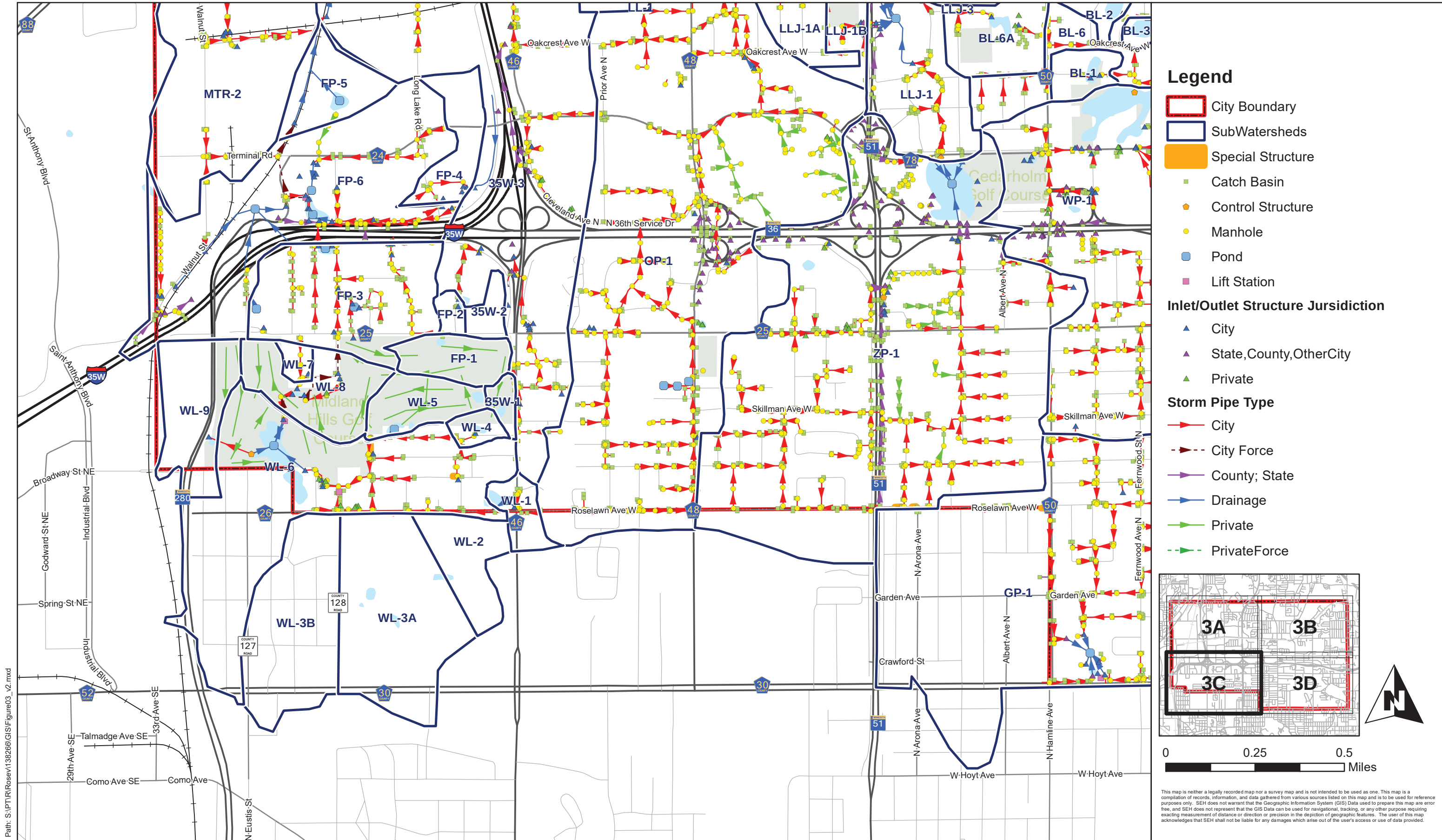
Storm Sewer and
Sub-Watershed
Map

Figure
3A

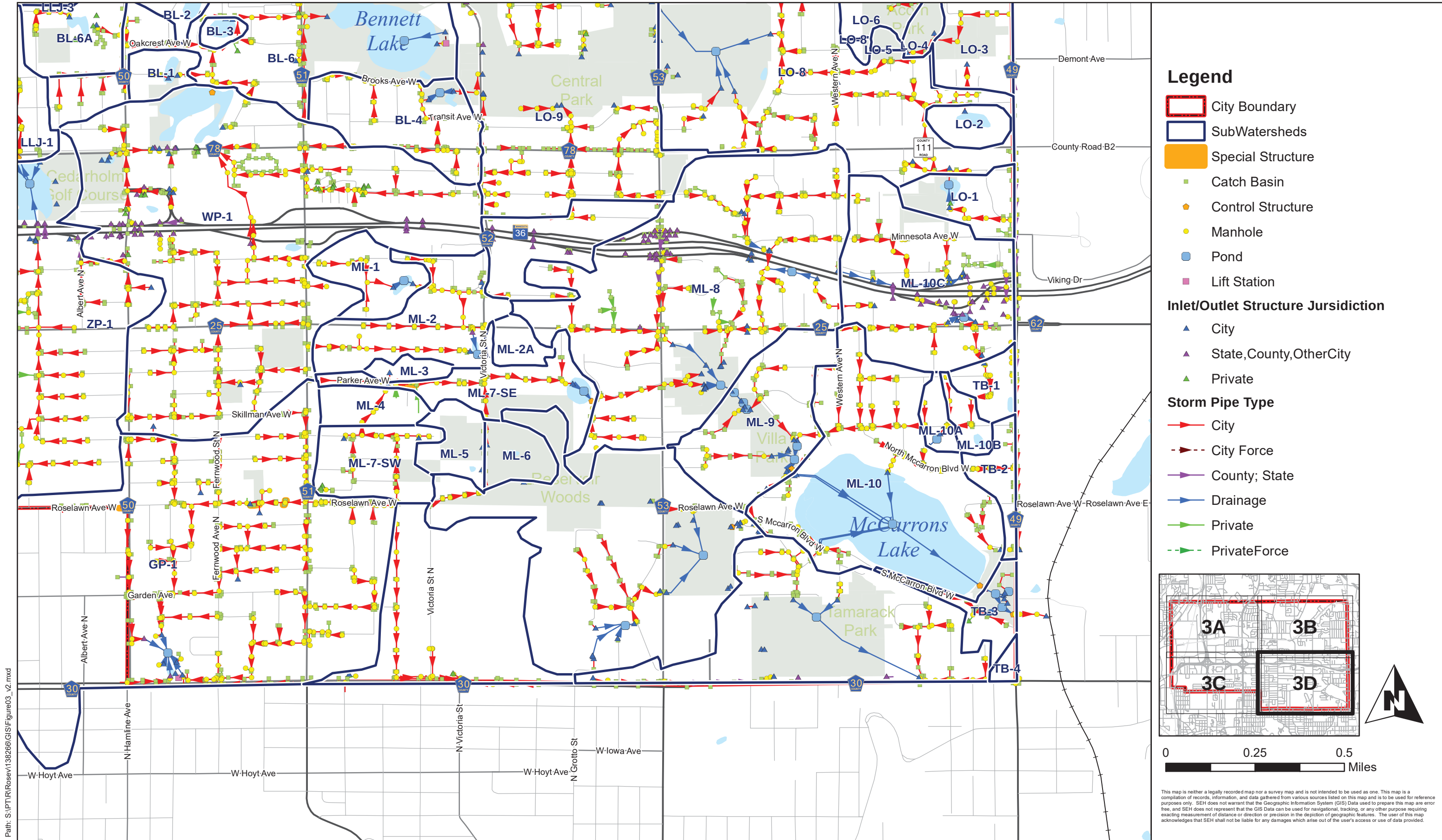


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Miles

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Legend

City Boundary

SubWatersheds

Special Structure

Catch Basin

Control Structure

Manhole

Pond

Lift Station

Inlet/Outlet Structure Jursidiction

City

State,County,OtherCity

Private

Storm Pipe Type

City

City Force

County; State

Drainage

Private

PrivateForce

3A

3B

3C

3D

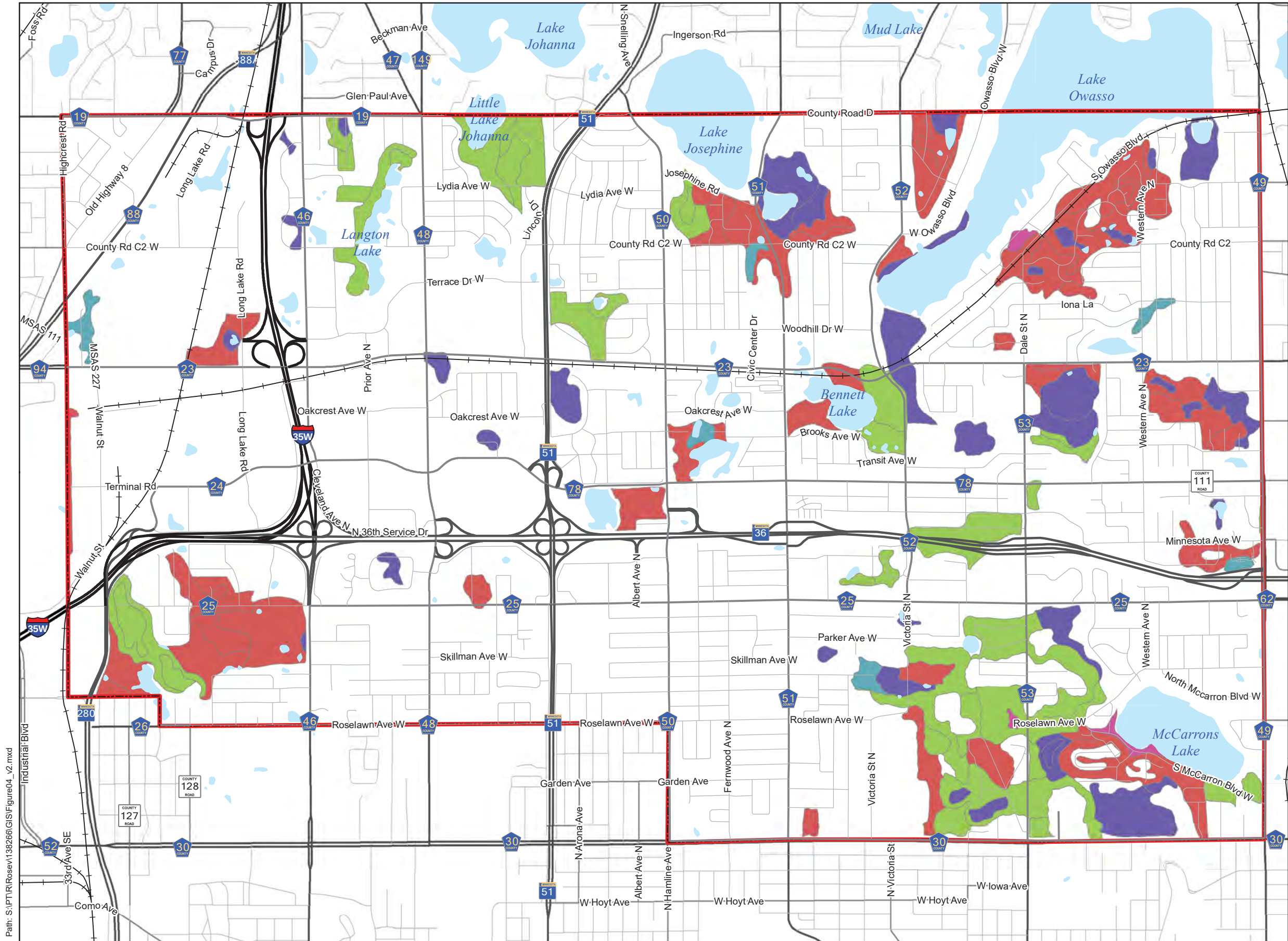
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Miles

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Legend

City Boundary

Hydrologic Soil Group Classification

A

A/D

B

B/D

C

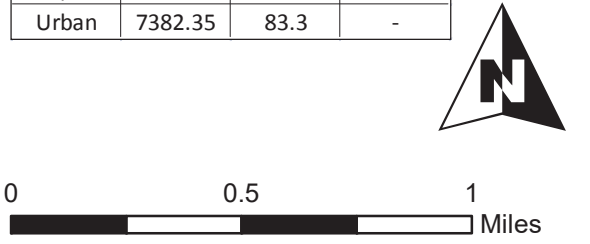
Group A. Soils having a high infiltration rate (low runoff potential) when thoroughly wet. These consist mainly of deep, well drained to excessively drained sands or gravelly sands. These soils have a high rate of water transmission.

Group B. Soils having a moderate infiltration rate when thoroughly wet. These consist chiefly of moderately deep or deep, moderately well drained or well drained soils that have moderately fine texture to moderately coarse texture. These soils have a moderate rate of water transmission.

Group C. Soils having a slow infiltration rate when thoroughly wet. These consist chiefly of soils having a layer that impedes the downward movement of water or soils of moderately fine texture or fine texture. These soils have a slow rate of water transmission.

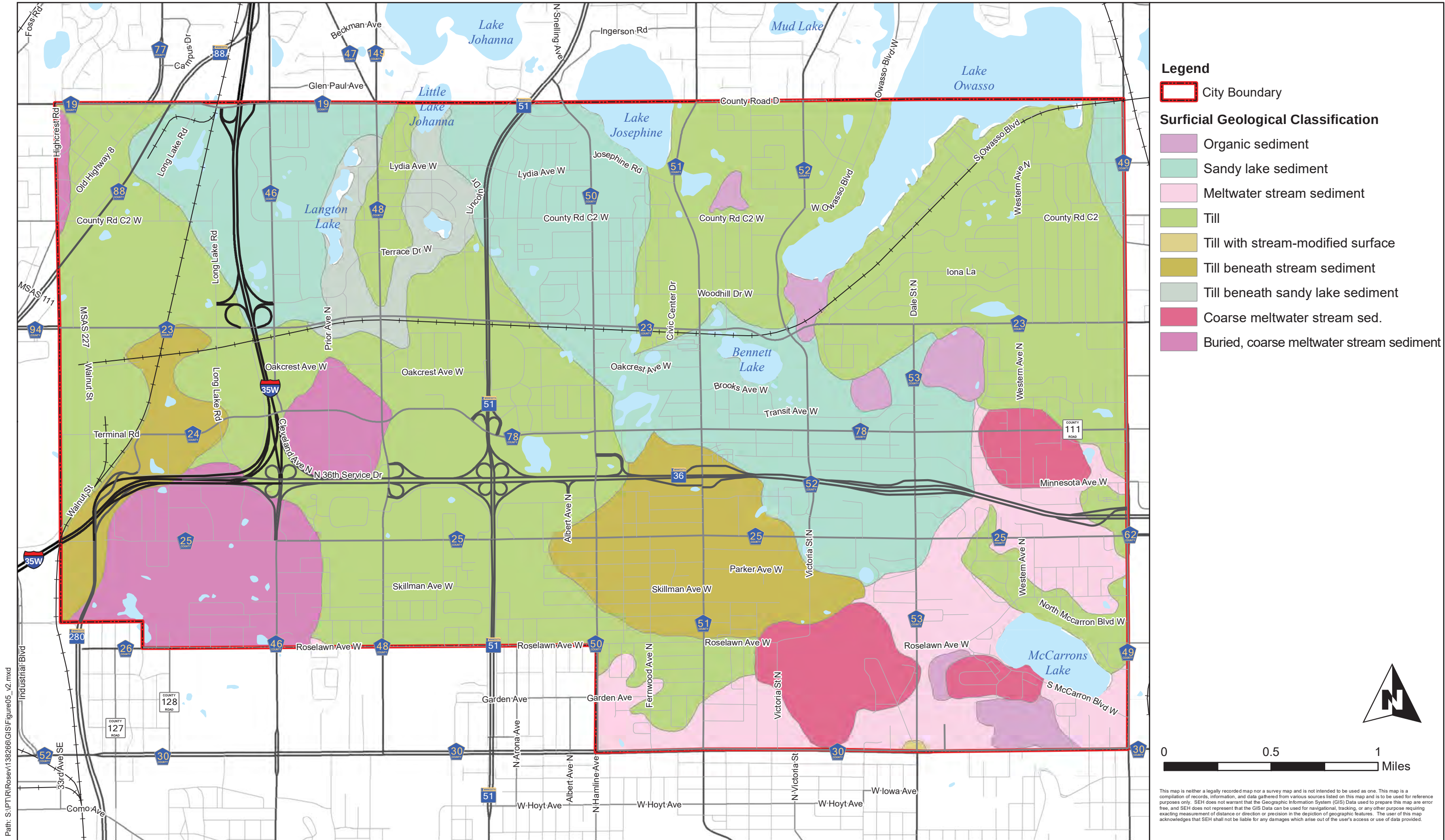
Group D. Soils having a very slow infiltration rate (high runoff potential) when thoroughly wet. These consist chiefly of clays that have a high shrink-swell potential, soils that have a high water table, soils that have a claypan or clay layer at or near the surface, and soils that are shallow over nearly impervious material. These soils have a very slow rate of water transmission.

Soil Group	Area (ac)	Portion of Total Area, %	Portion on Non-Urban Area, %
A	503.411	5.7	33.9
B	616.402	7.0	41.5
C	11.818	0.1	0.8
A/D	38.14	0.4	2.6
B/D	313.972	3.5	21.2
Urban	7382.35	83.3	-



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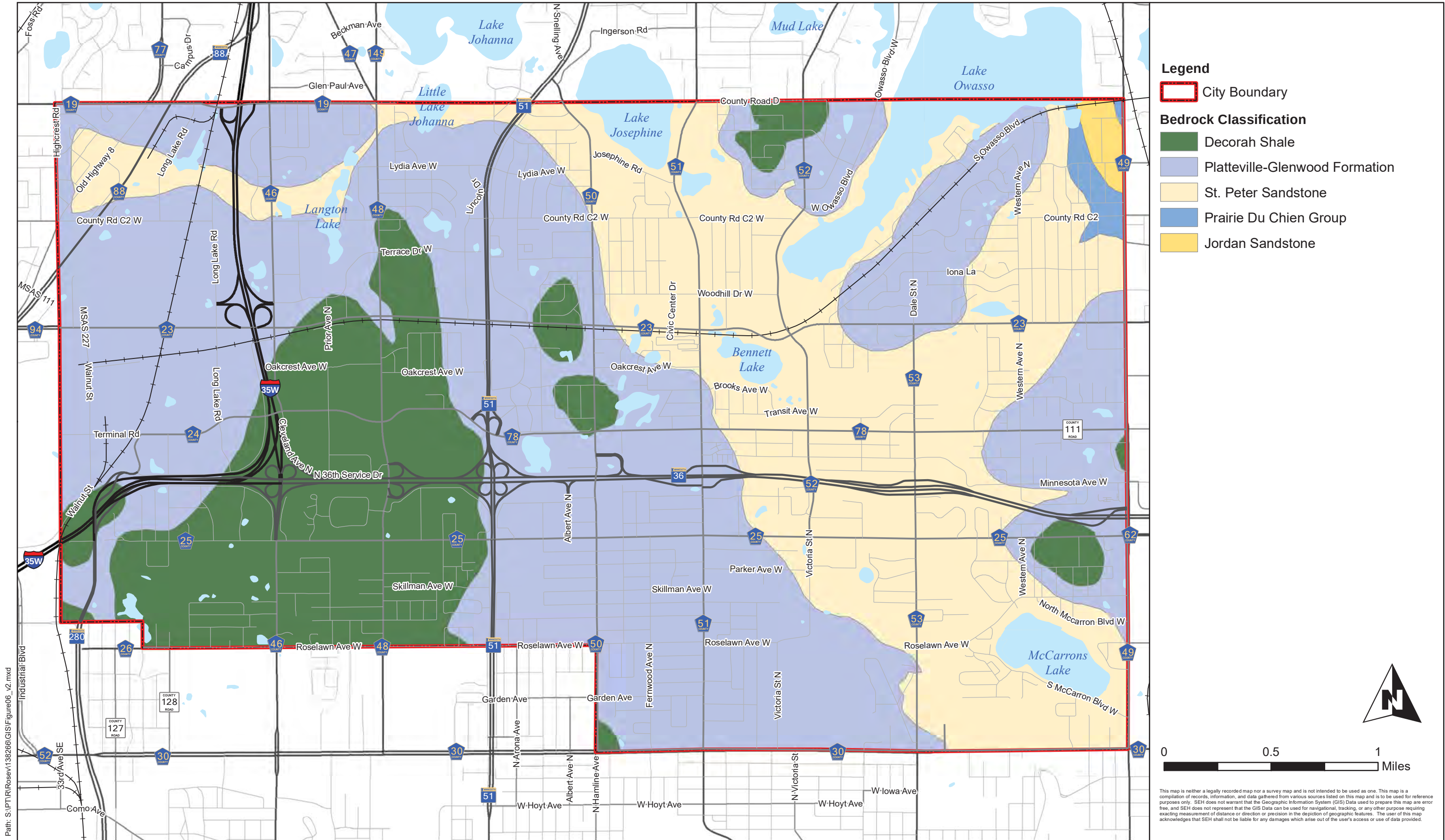
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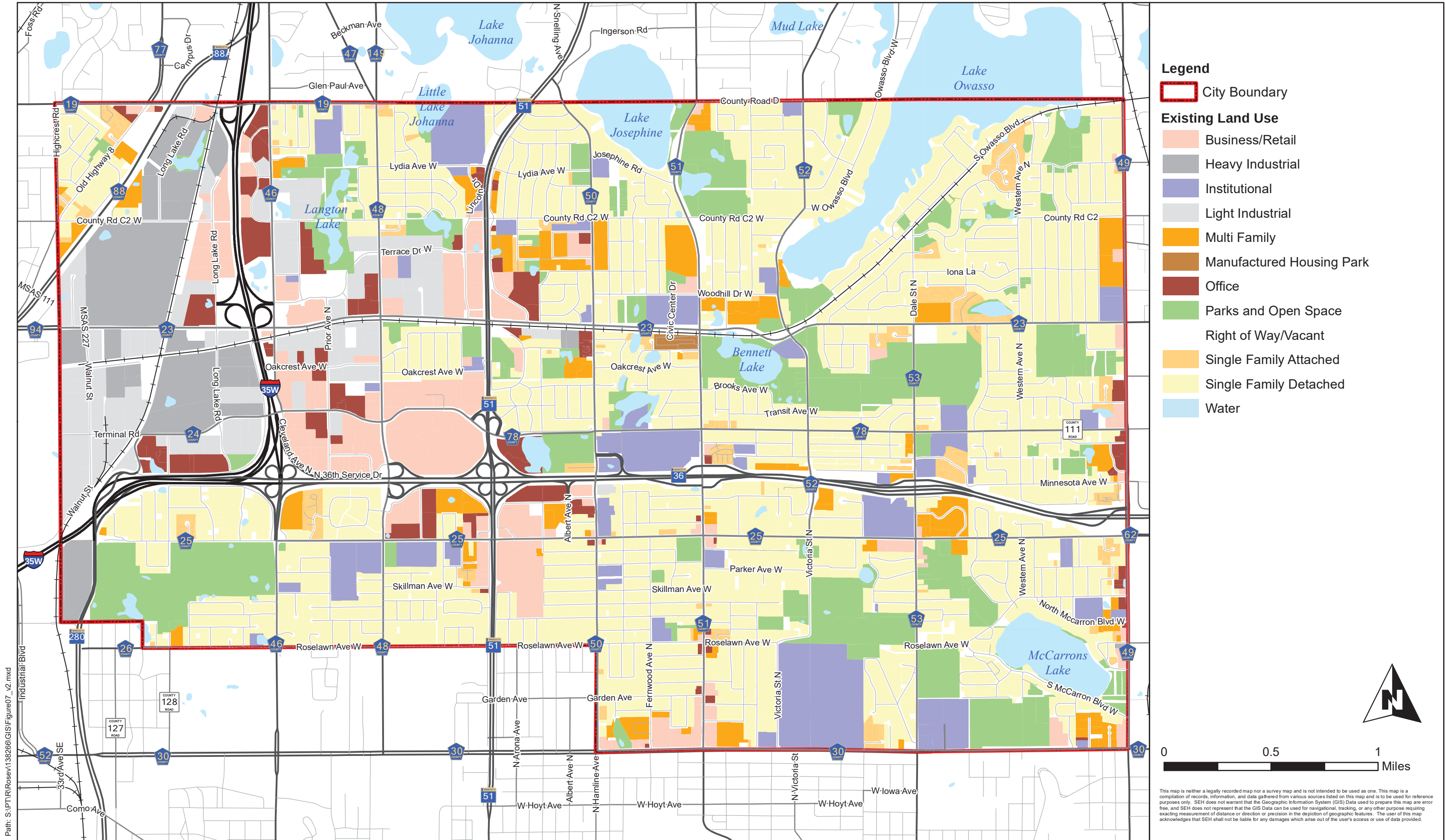
Roseville, Minnesota

Surficial Geology

Figure
5



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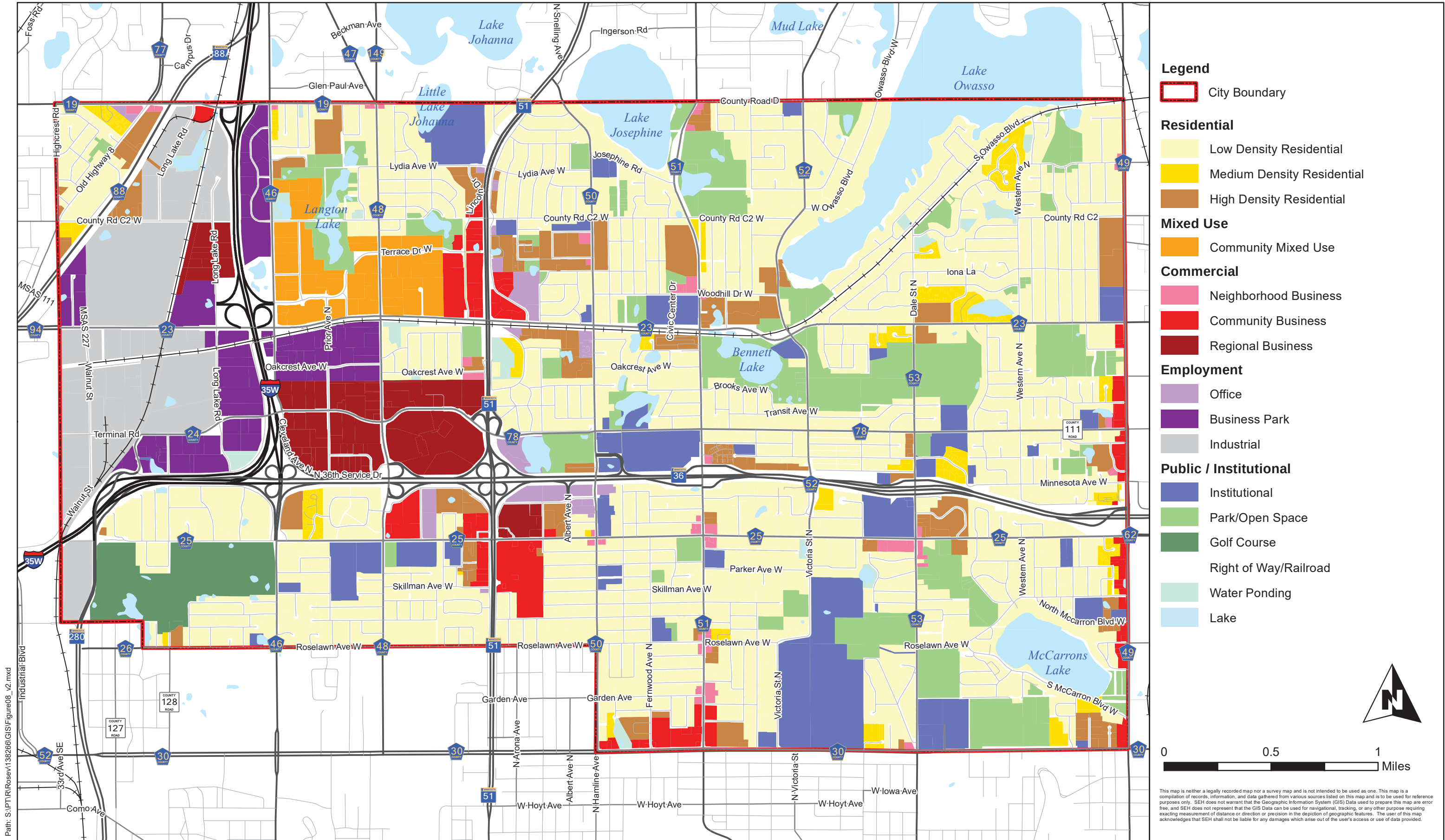
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COMPREHENSIVE SURFACE WATER MANAGEMENT PLAN

Roseville, Minnesota

Current Land Use

Figure
7



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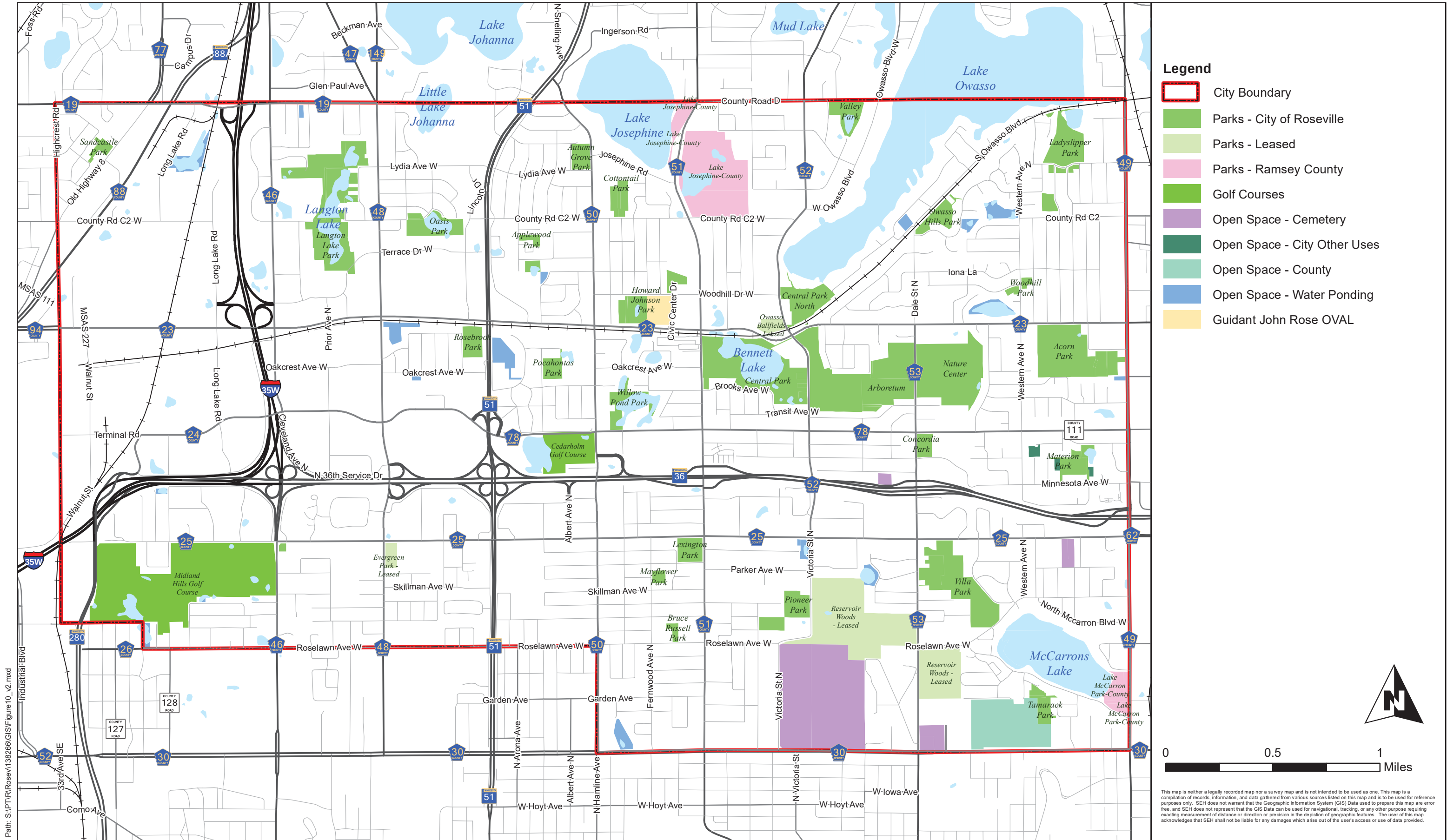
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Roseville, Minnesota

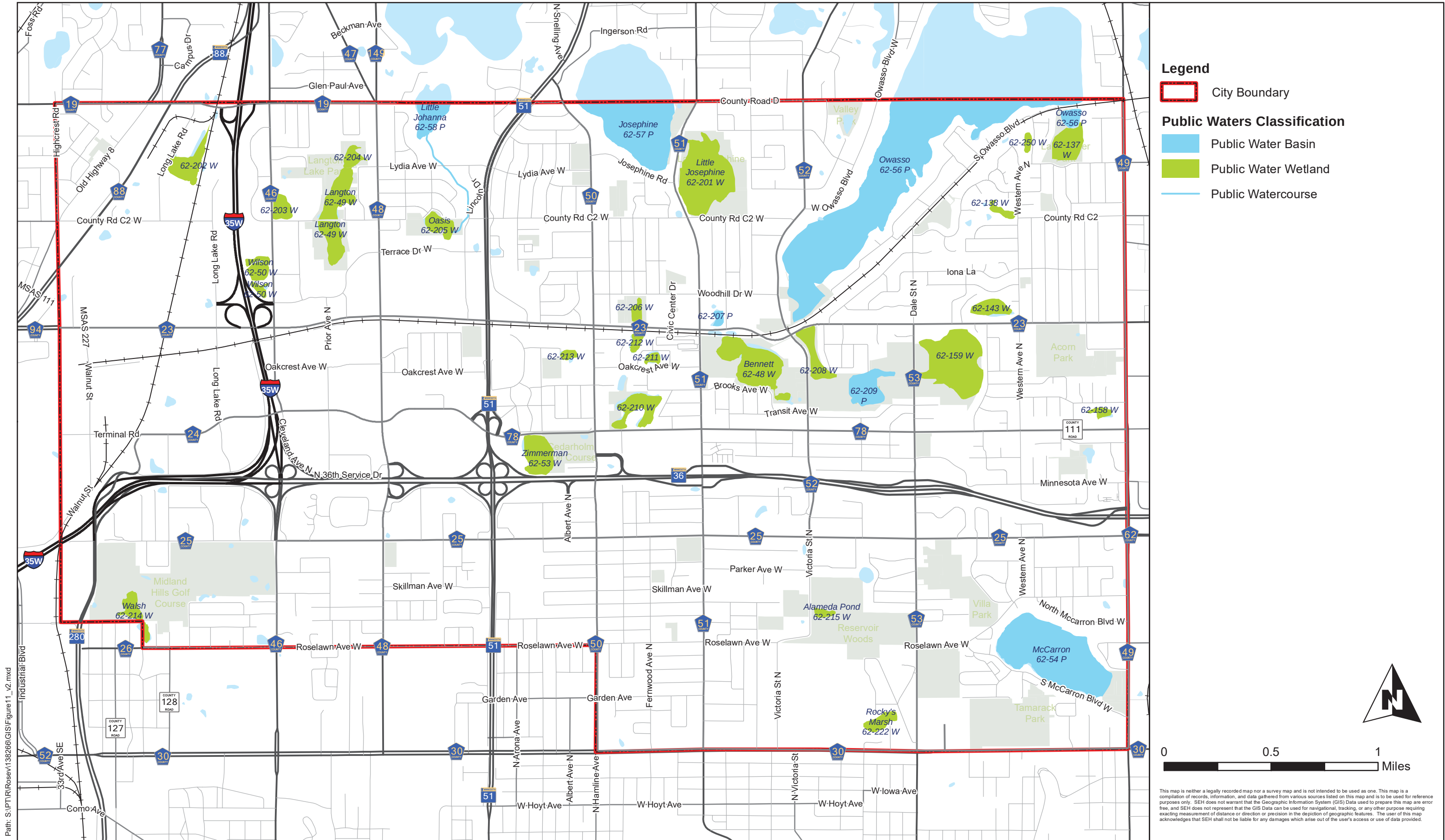
2040 Planned
Land Use

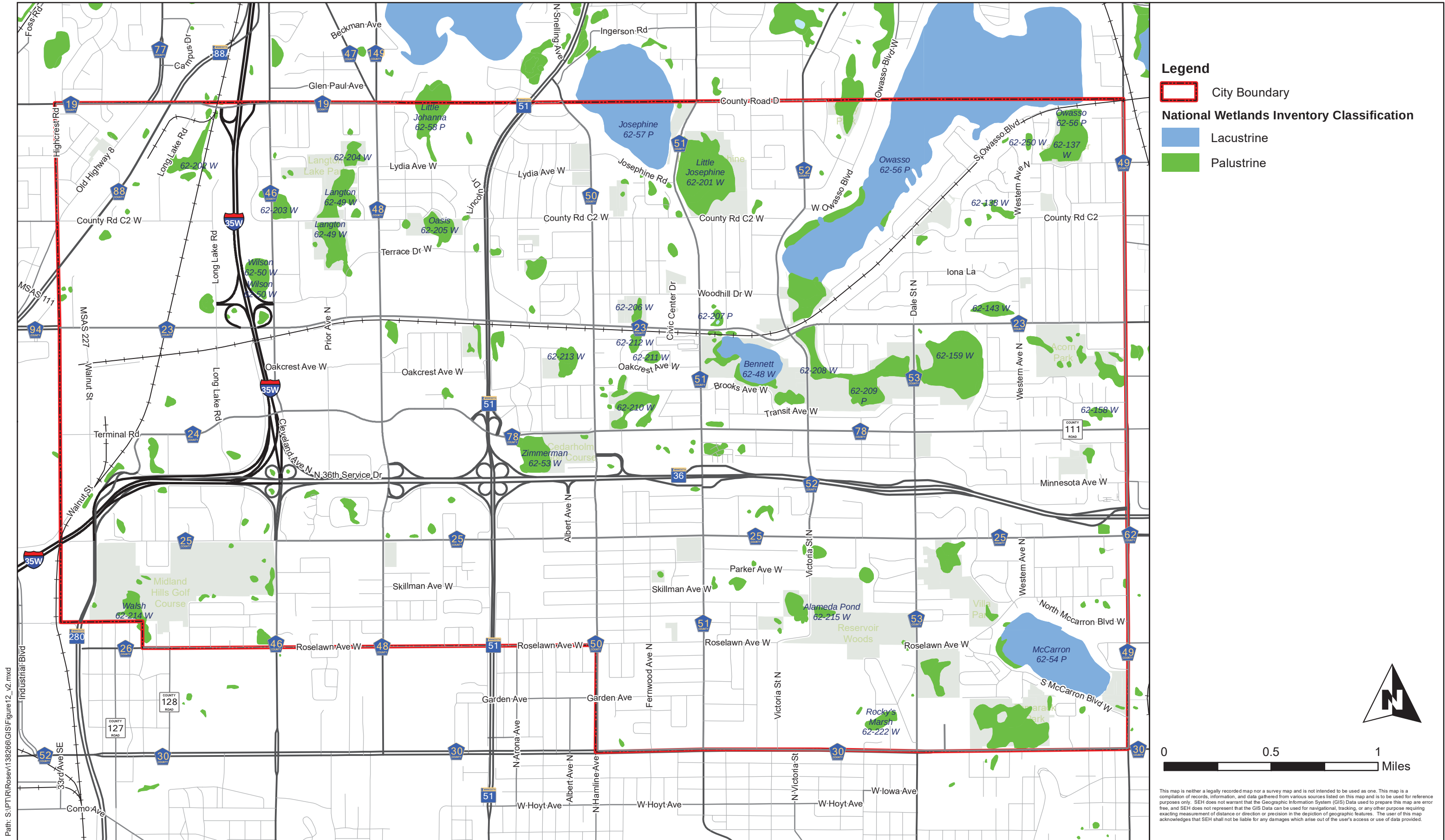
Figure
8



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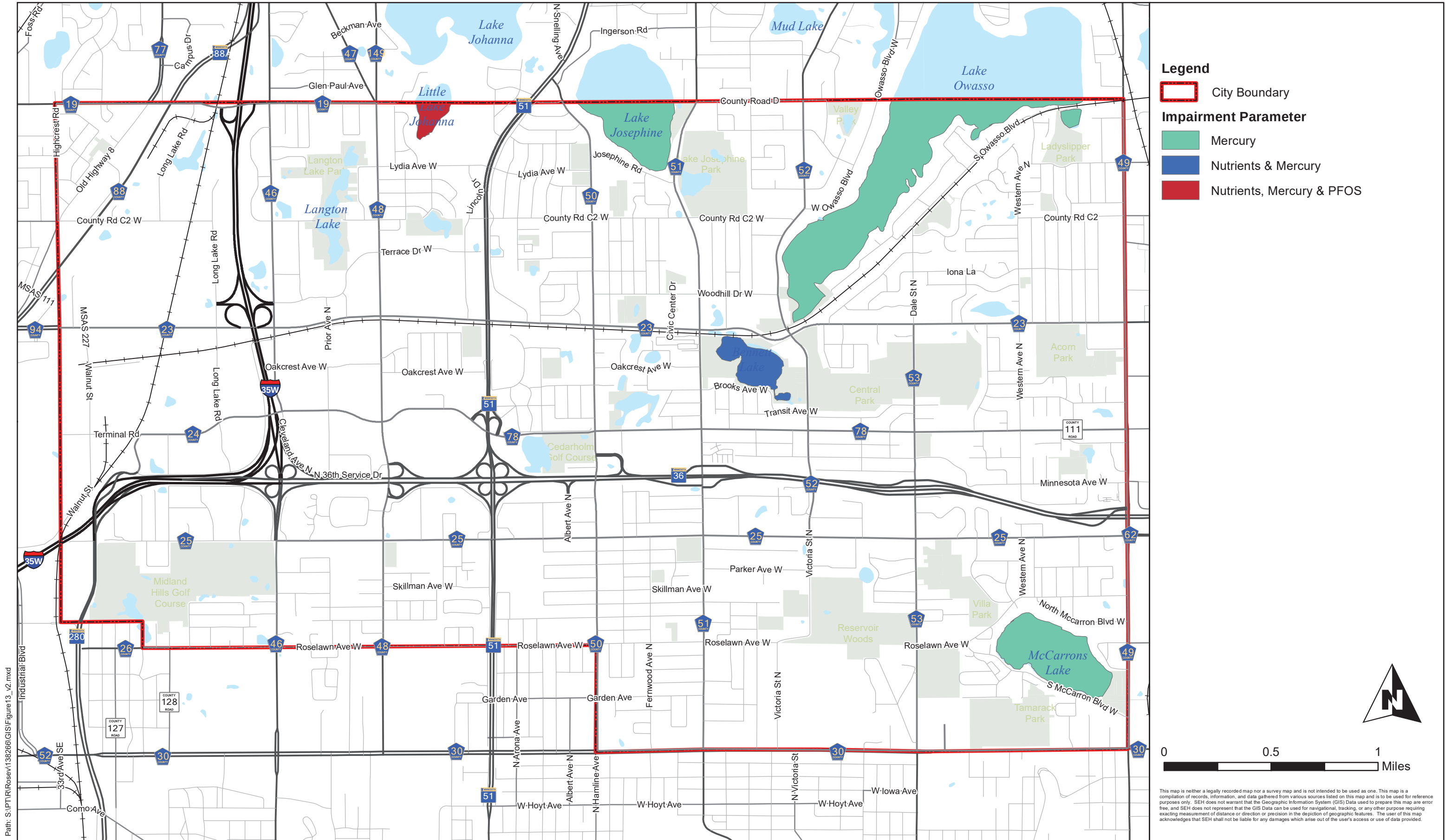
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COMPREHENSIVE SURFACE WATER MANAGEMENT PLAN

Roseville, Minnesota

National Wetlands
Inventory

Figure
12



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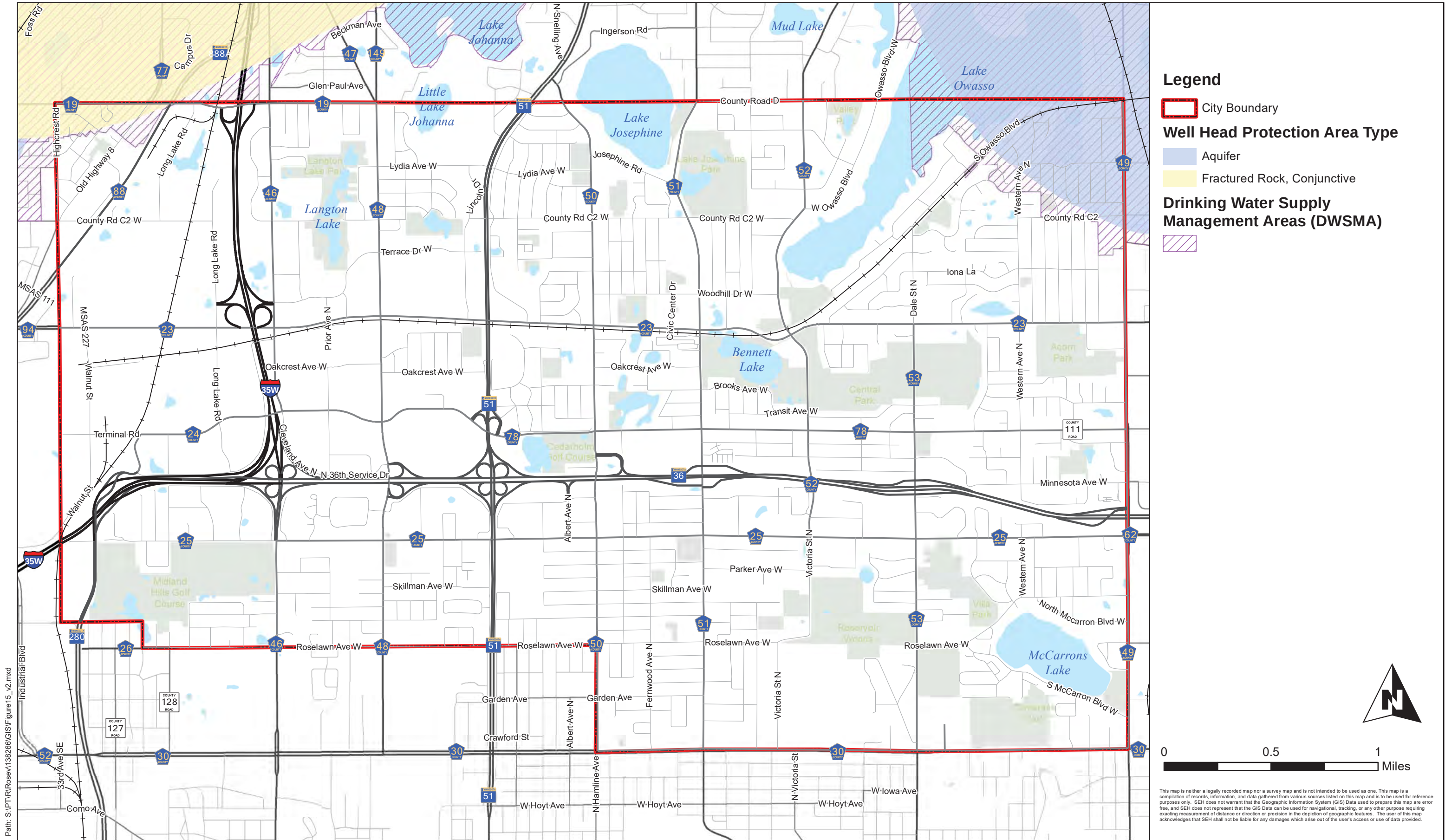
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Roseville, Minnesota

Impaired Waters

Figure
13

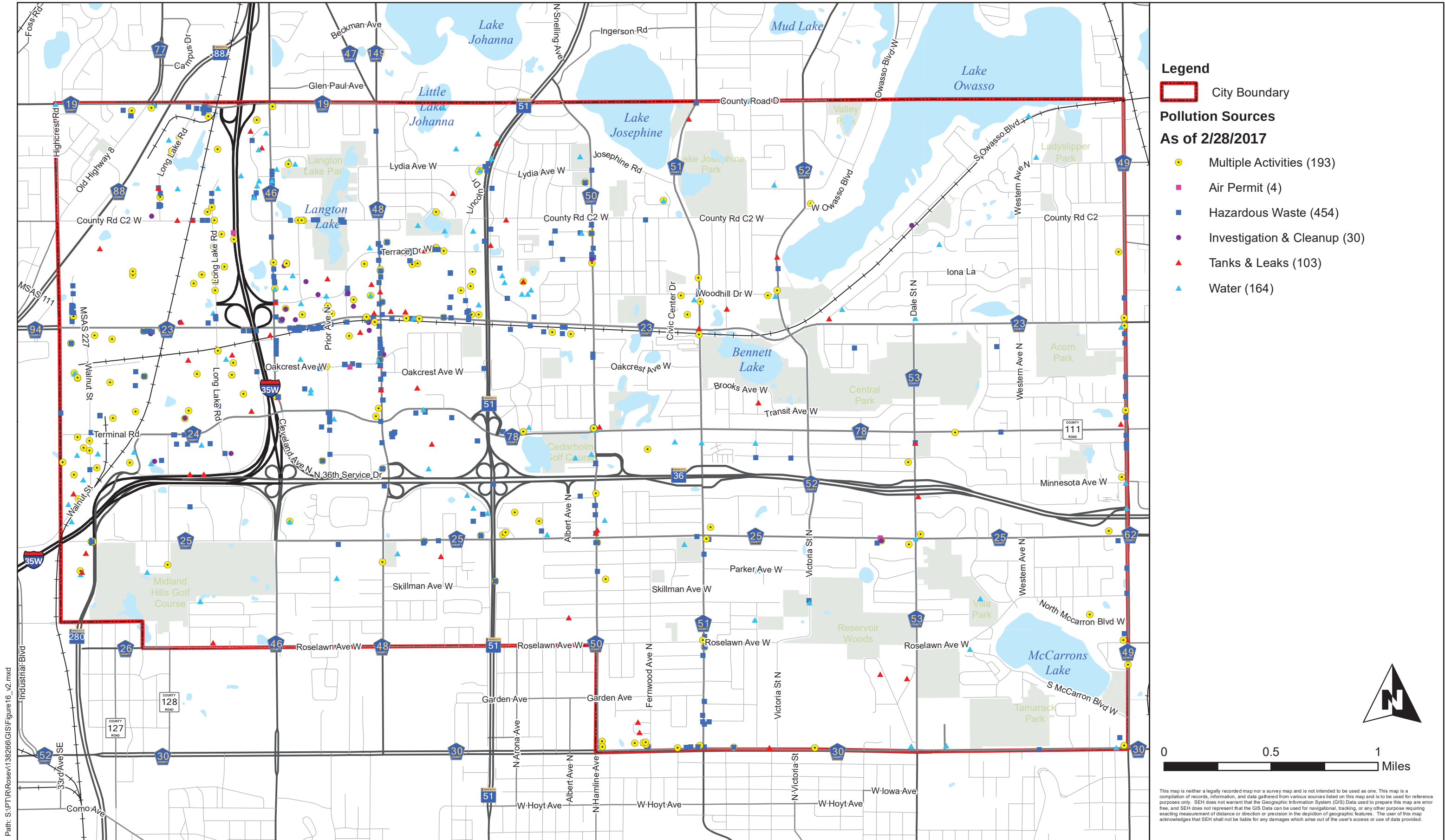


COMPREHENSIVE SURFACE WATER MANAGEMENT PLAN

Roseville, Minnesota

Groundwater
Protection

Figure
15



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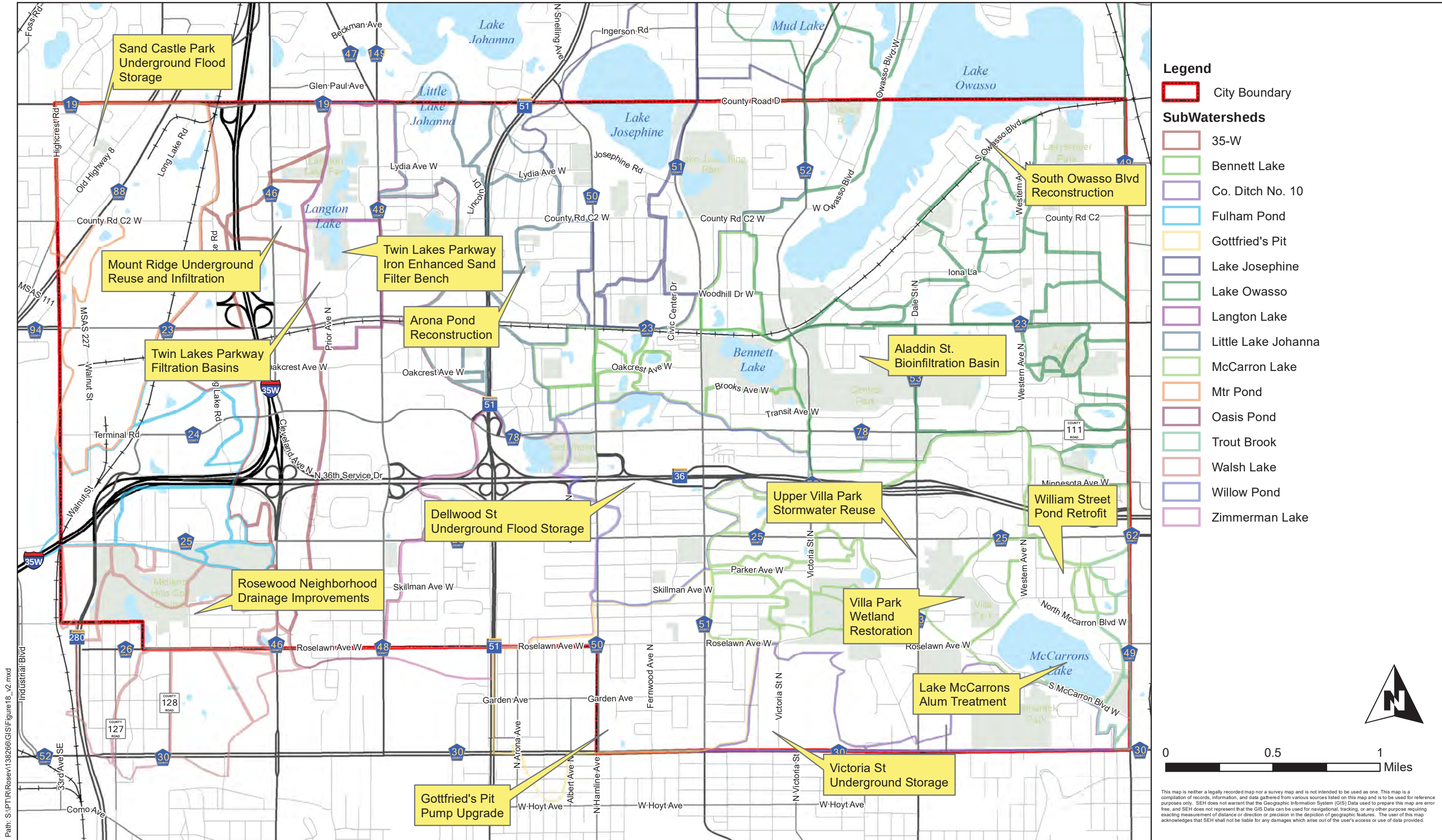
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COMPREHENSIVE SURFACE WATER MANAGEMENT PLAN

Roseville, Minnesota

Pollution Sources

Figure
16



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Legend

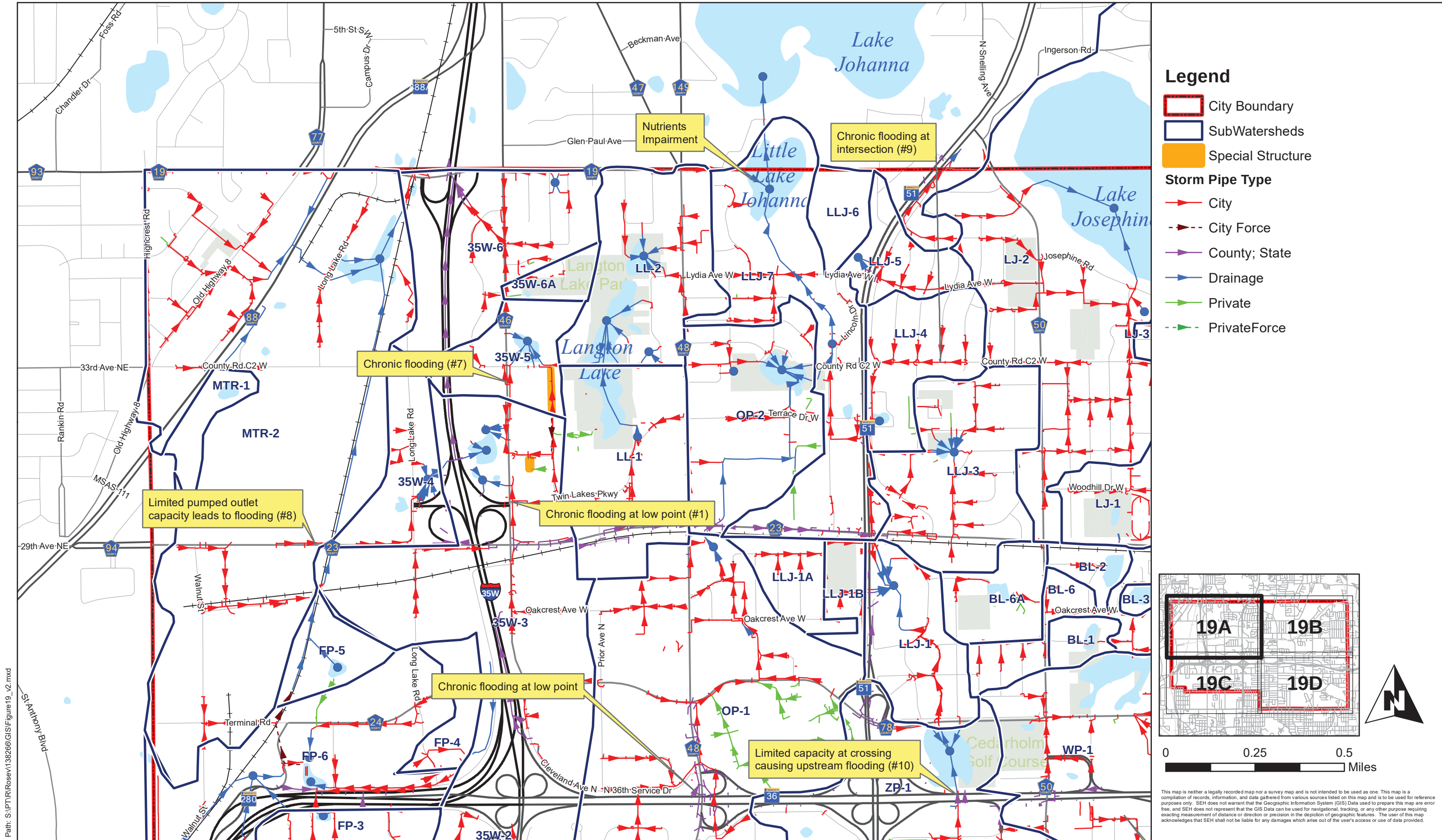
- City Boundary

SubWatersheds

- 35-W
- Bennett Lake
- Co. Ditch No. 10
- Fulham Pond
- Gottfried's Pit
- Lake Josephine
- Lake Owasso
- Langton Lake
- Little Lake Johanna
- McCarron Lake
- Mtr Pond
- Oasis Pond
- Trout Brook
- Walsh Lake
- Willow Pond
- Zimmerman Lake

0 0.5 1 Miles

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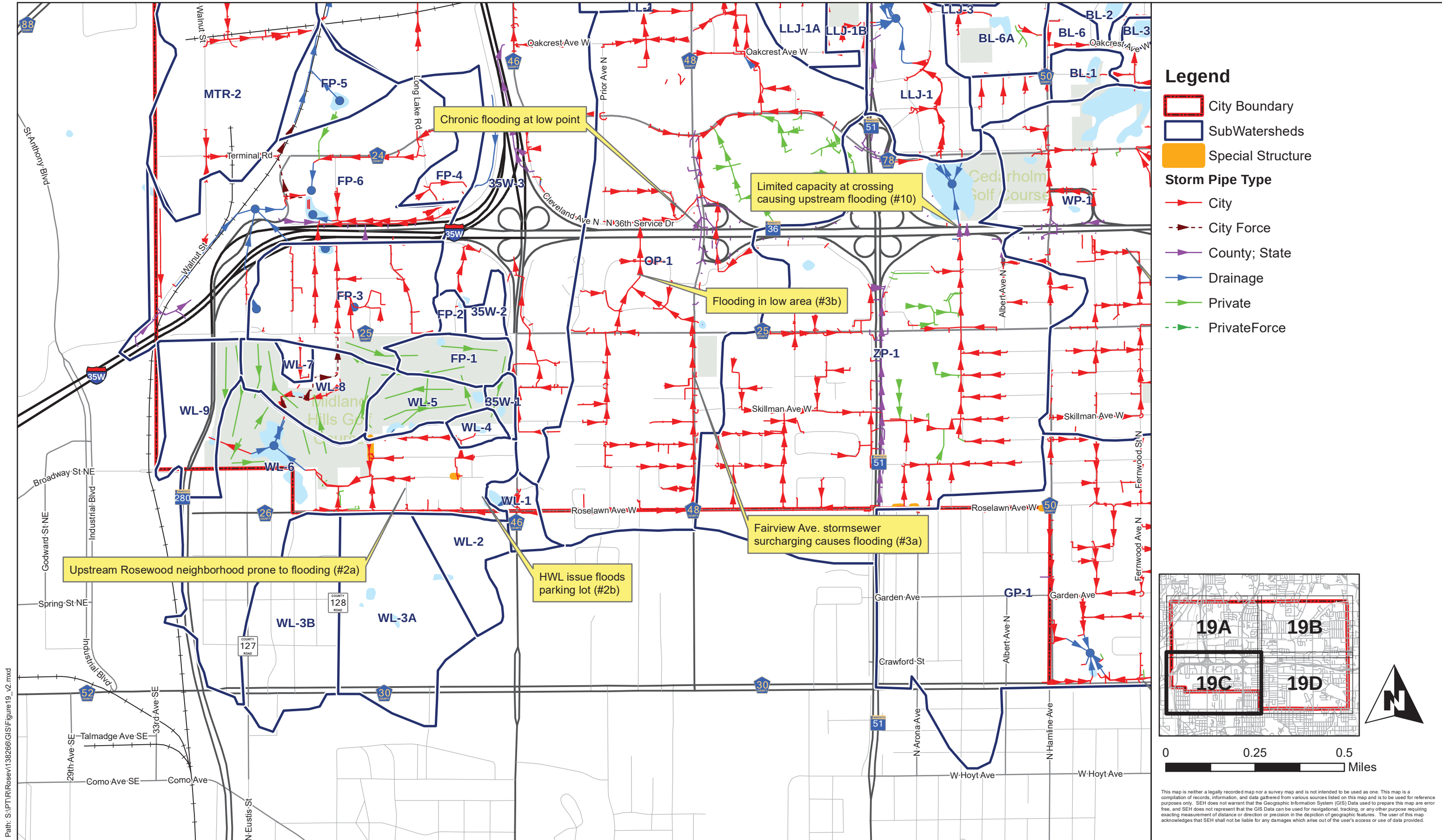
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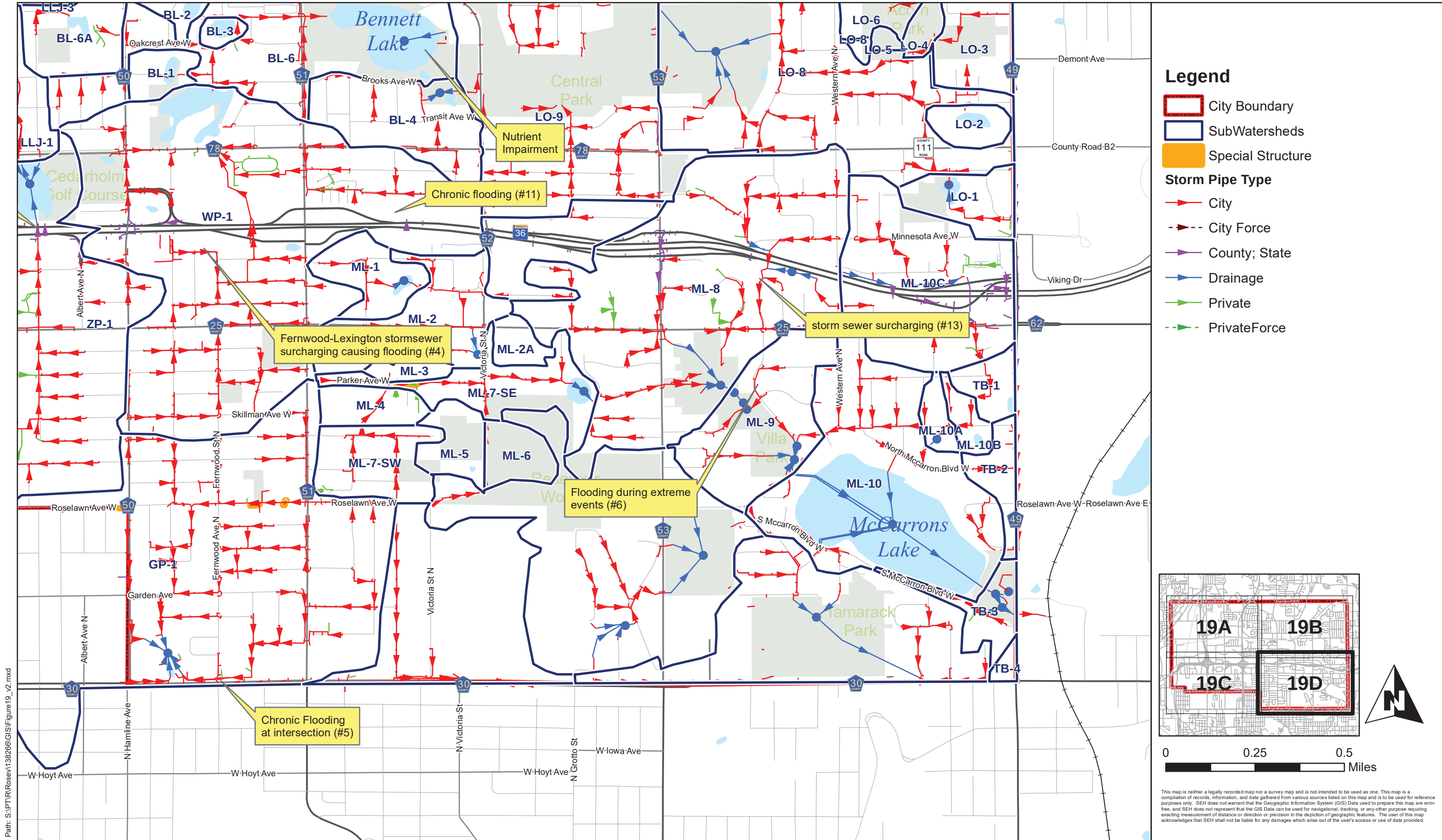
Roseville, Minnesota

Ongoing Issues/
Implementation Plan

Figure
19A



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Appendix A

Acronym Dictionary

ACRONYMS

BMP	Best Management Practice
BPA	Bisphenol A
BWSR	Board of Water and Soil Resources
CRWD	Capitol Region Watershed District
CSWMP	Comprehensive Surface Water Management Plan
CWA	Clean Water Act
DNR	Department of Natural Resources
EDC	Endocrine Disrupting Compound
EPA	Environmental Protection Agency
FEMA	Federal Emergency Management Agency
FIRM	Flood Insurance Rate Map
LGU	Local Government Unit
MDH	Minnesota Department of Health
MPCA	Minnesota Pollution Control Agency
MS4	Municipal Separate Storm Sewer System
MSL	Mean Sea Level
NFIP	National Flood Insurance Program
NPDES	National Pollution Discharge Elimination System
NURP	National Urban Runoff Program
NWI	National Wetland Inventory
NWS	National Weather Service
OHW	Ordinary High Water
PAH	Polycyclic Aromatic Hydrocarbons
PBB	Polybrominated Biphenyls
PCB	Polychlorinated Biphenyls
PFC	Perfluorochemicals
PFOA	Perfluorooctanoic Acid
PFOS	Perfluorooctane Sulfate
PWI	Public Water Inventory
RCD	Ramsey Conservation District
RCWD	Rice Creek Watershed District
RWMWD	Ramsey-Washington-Metro Watershed District
SDWA	Source Drinking Water Area
SPRWS	Saint Paul Regional Water Service
SWPPP	Storm Water Pollution Prevention Plan
TMDL	Total Maximum Daily Load
TP	Total Phosphorus
TSS	Total Suspended Solids
WCA	Wetland Conservation Act
WD	Watershed District
WIMN	What's In My Neighborhood
WMO	Watershed Management Organization

Appendix B

Development Standards

The City of Roseville has developed specific requirements that apply to development and redevelopment projects. These standards are intended to help achieve the water resource goals of the City's Surface Water Management Plan (SWMP) and help the City maintain compliance with the National Pollutant Discharge Elimination System (NPDES) municipal permit program. These standards highlight important aspects of the requirements for stormwater quality, discharge rate and volume control, erosion control, and illicit discharge.

These standards do not replace or supersede City ordinances, watershed district regulations, state and federal rules or permits required for the project. For a more detailed listing of requirements see the specific policies of the City's SWMP and the applicable City ordinances, or consult with City staff on your specific project.

To accomplish the goals of the SWMP, it is important to the City to have consistent approaches to evaluating proposed development and redevelopment projects. Therefore, all hydrologic, hydraulic and water quality analysis must be prepared and submitted in a format that will allow for a timely and efficient review by City staff.

Project designers and/or applicants are encouraged to schedule and complete a pre-design meeting with the City before any data will be accepted. The purpose of the meeting is to specifically address approvals and permits, pond requirements, trunk storm drain analysis, wetland impacts, water quality treatment, erosion control and discharge to lakes and sensitive wetland resources.

1) General

- a) Erosion control standards apply to all land disturbance activity unless specifically exempted by the definition of the term "land disturbance activity" in the City's Erosion and Sedimentation Control Ordinance (Roseville City Code Chapter 803.04).
- b) The City's water quality treatment requirements apply to projects which result in twenty-one thousand, seven hundred eighty (21,780) square feet or more of disturbed area or five thousand (5,000) square feet or more of new or reconstructed impervious surface, and
- c) The City's rate/ volume control requirements apply to all projects, and
- d) Projects conducting mill and overlay or other surface pavement treatments, where aggregate base is left undisturbed, on existing impervious areas are exempt from the City's water quality treatment and rate control requirements. However, requirements must be met if the project impacts the base and/or sub-base materials for 5,000 square feet or more of disturbed area.
- e) Projects in a Shoreland, Wetland Protection or Stormwater Management Overlay District may have additional requirements which are defined in Roseville City Code Chapter 1017.
- f) Any work within a wetland, surface water, or Federal Emergency Management Agency (FEMA) designated floodplain may require permits to be obtained from, but not limited to the City, watershed district, Department of Natural Resources (DNR) and Army Corps of Engineers. All applicable permits for the specific project must be obtained prior to commencing land disturbance, construction, grading, clearing, or filling activities.
- g) The Applicant shall submit the information listed in Section 8 of these Standards to the City for review.

2) Water Quality Treatment

a) Infiltration/Volume Control Requirement

- 1) For all new or reconstructed impervious portions of a project, a runoff volume based on the requirements of the governing Capitol Region (CRWD), Ramsey-Washington Metro (RWMWD), or Rice Creek Watershed District (RCWD) rules. Within all other Watershed jurisdictions, a runoff volume of 1.1 inches must be treated through infiltration practices.
- 2) For all redevelopment impervious portions of a project, a runoff volume based on the requirements of the governing Capitol Region (CRWD), Ramsey-Washington Metro (RWMWD), or Rice Creek Watershed District (RCWD) rules. Within all other Watershed jurisdictions, a runoff volume of 1.1 inches must be treated through infiltration practices.
- 3) Filtration practices that are designed for partial recharge (e.g., bioretention basin with under drains) shall receive sixty-five percent (65%) credit for infiltration/volume control. Incorporation of trees and shrubs into filtration practices is encouraged.
- 4) No more than 15% of the new or reconstructed impervious surface may be left untreated.

b) Pollutant Removal Requirements. For projects that have met the infiltration/volume control requirements above, the pollutant removal requirements are considered to be met. For projects where infiltration or filtration is not feasible or is prohibited (see Item 5.a.), the following pollutant removal standards (based on a standard Nationwide Urban Runoff Program, NURP, particle size distribution) apply prior to reaching a downstream receiving water:

- 1) For new development and redevelopment portions of a site, provide treatment to remove ninety percent (90%) total suspended solids (TSS) and sixty percent (60%) total phosphorus (TP) modeled for an annual average rainfall.

c) For areas that are unable to meet the stormwater standards, the applicant shall pay into the City's Stormwater Impact Fund to cover the cost of implementing equivalent volume reduction elsewhere in the City. The required amount to contribute to the Stormwater Impact Fund will be set annually. Money contributed to the Fund will be allocated to volume reduction projects to help offset the volume that was not achieved on the permitted development.

- (a) To be eligible to pay into the Stormwater Impact Fund, applicants must prove that stormwater bmp's are not feasible on the site and must complete the Alternative Stormwater Compliance Sequencing:

(i) Alternative Stormwater Compliance Sequencing:

The alternative compliance sequencing process includes three steps that must be followed in order to meet the volume reduction standard. The sequencing steps to be followed are:

- a. First, the applicant shall comply or partially comply with the volume reduction standard to the fullest extent practicable on-site through alternative volume reduction methods. See the questions below for more information.
- b. Second, the applicant shall meet the volume reduction standard at an offsite location or through the use of qualified banking credit.
- c. Third, as a last alternative, the applicant shall pay into the City's Stormwater Impact Fund at a \$/CF rate. The dollar amount will be approved by the City Council and will be found within the City's Fee Schedule.

3) Rate/Volume Control.

- a) Discharge rates leaving the site must not exceed the current rates for the 2, 10 and 100-year, critical duration (24-hour) storm events, using a Type II storm distribution and antecedent moisture conditions 2 (AMC-2). The runoff from pervious and impervious areas within the model shall be modeled separately (i.e. Weighted Q, SBUH weighting, etc).
- b) The City of Roseville shall apply all City standards for developments and redevelopments outside of the City limits which discharge into waterbodies or storm drainage systems within the City limits. All plan submittals shall comply with City of Roseville storm water regulations.
- c) For development and redevelopment projects affecting stormwater problem areas identified in the City's SWMP, the City requires the applicant to incorporate such practices to resolve a proportionate share of the problem through a reduction based on existing runoff volumes.
 - 1) The "problem" as defined by the City is that excess volume of water that either causes a downstream storm sewer system to exceed a 10-year/24-hour design capacity or causes a downstream waterbody to exceed its designated 100-year flood elevation at a given point.
 - 2) Within an identified area, the applicant shall provide peak rate control for the 2, 10 and 100 year 24-hour rainfall events beyond the existing condition peak rate of runoff by reducing the peak rate to $\leq 80\%$ of the existing condition.

4) Design Computations.

- a) *Hydrologic Data Format:* All hydrologic data shall be completed using NRCS methodology; i.e. HydroCAD or TR20, XP-SWMM or a comparable, City approved method. The runoff from pervious and impervious areas within the model shall be modeled separately (Weighted Q or SBUH weighting, etc).
- b) *Rainfalls:* Rainfall amounts for hydrologic analysis shall be based on the precipitation frequency estimates of NOAA Atlas 14 for the 24-hour return period from 1 to 100 Years. City of Roseville analyses shall use the values in the following table.

Rainfall Frequency	Rainfall (Inches)
2-Year 24-Hour	2.8
10-Year 24-Hour	4.2
100-Year 24-Hour	7.4

- c) *Infiltration-Prohibitive Sites:* For projects not meeting the infiltration/volume control requirement as stated in Section 2(a), design engineers and applicants shall determine the pollutant removal efficiency of the best management practices (BMPs) incorporated into the site plan using the available industry standard models, including P8 (using a standard NURP particle size distribution for the analysis), PondNET or a comparable model approved by the City.
- d) *Wet-Detention Pond Storm Water Treatment:* As an alternative to preparing a site-specific model, the development may provide a treatment volume (dead storage) of not less than two and one-half (2.5) inches multiplied by the runoff coefficient calculated over the contributing drainage area to the pond. For example, a one (1) acre impervious site with a runoff coefficient of 0.90 that drains to a common treatment pond would be required to provide a dead storage volume of 0.19 acre-feet or eight thousand two hundred (8,200) cubic feet. The Natural Resources Conservation Service Method may also be used upon City approval.

- e) *Volume Reduction Calculation:* The volume reduction (in cubic feet) provided by surface infiltration practices shall be computed using the following:
- 1) For sites required to obtain a watershed permit within CRWD, RWMWD, or RCWD jurisdiction, follow Watershed District Rule C.
 - 2) For sites that do not require a watershed district permit due to project size, provide volume calculations based on the following formula:

$$V = \text{Area} \times 1.1 \text{ inch} / 12$$

Where V = Required Volume Reduction in cubic feet (cf)

A = New or Reconstructed Impervious Area in square feet (sf)

- f) *Storm Sewer Conveyance Design:* Local storm sewer systems shall be designed for the 10-year storm event within the crown of pipe. The Rational Method shall be the preferred methodology for the design of local systems. Culvert crossings or storm systems in County or State right-of-way may have a design frequency which differs from the City's 10-year design storm. The designer shall contact each agency/unit of government to determine the appropriate design frequency for hydrologically-connected systems.
- g) *Outfall Energy Dissipation:* For culvert outlet velocities less than or equal to four (4) feet per second (fps), check shear stress to determine if vegetation or riprap will be adequate. If vegetation is used, temporary erosion control during and immediately following construction shall be used until vegetation becomes established. For velocities greater than four (4) fps, energy dissipaters shall be designed in accordance with Mn/DOT Design Criteria.
- h) *Landlocked Basin HWL Determination:* High water elevations for landlocked areas (basins where no outlet exists) shall be established by first estimating the normal or initial water surface elevation at the beginning of a rainfall or runoff event using a documented water budget, evidence of mottled soil, and/or an established ordinary high water level. The high water level analysis shall be based on runoff volume resulting from a 100-year/10-day runoff (10.0 inches and saturated or frozen soil conditions [CN=100]) or the runoff resulting from a 100-year back-to-back event (7.4 inches followed by 7.4 inches). The high water elevation shall be the higher of these two conditions.
- i) *Building Low Opening:* The lowest floor openings of all buildings shall be set:
- 1) At least two (2) feet above the 100-year high water elevation and at least one (1) foot above a designated emergency overflow.
 - 2) For landlocked basins, at least two (2) feet above the higher of the elevations determined in Part 4h.
- j) *No Net Loss of Storage Capacity:* If encroachments within storm water retention basins are approved by the City Engineer, then calculations indicating the volume of encroachment and plans for volume mitigation must be submitted.

5) Volume Control/Infiltration Practices Design Criteria.

- a) Infiltration systems are prohibited:
- 1) Where the bottom of the infiltration basin is less than three (3) feet to bedrock or the seasonally high water table;

- 2) Low permeability soils (i.e., Hydrologic Soil Group C& D soils) or where a confining layer exists below the proposed basin;
 - 3) Within fifty (50) feet of a public or private water supply well (Minn. Rules, Chapter 4725);
 - 4) Potential storm water hot spots or contaminated soils (filling stations, industrial, etc.);
 - 5) Within ten (10) feet of a property line or building foundation; and
 - 6) Within thirty-five (35) feet of a septic system tank or drain field.
 - 7) Within a Drinking Water Supply Management Area (DWSMA)
 - 8) Where soil infiltration rates are greater than 8.3"/hr.
- b) Infiltration practices must be designed to draw down to the bottom elevation of the practice within forty-eight (48) hours. The pond depth shall be based on the soil infiltration rate determined from site-specific soils investigation data taken from the location of proposed infiltration practices on the site (e.g., double ring infiltrometer test). The maximum pond depth, regardless of infiltration rate shall be two (2) feet unless otherwise approved by the City Engineer. The soils investigation requirement may be waived for residential property practices where the maximum pond depth is one (1) foot or less. The following infiltration rates shall be used for the most restrictive underlying soil unless otherwise supported by an *in-situ* infiltration test:

Soil Group	Rate	Soil Textures	ASTM Unified Soil Class Symbols
A	1.63 in/hr	Gravel, sand, sandy gravel, silty gravel, loamy sand, sandy loam	GW, GP
	0.80 in/hr		GM, SW, SP
B	0.45 in/hr	Loam, silt loam	SM
	0.30 in/hr		ML, OL
C	0.20 in/hr	Sandy clay loam	GC, SC
D	0.06 in/hr	Clay loam, silty clay loam, sandy clay, silty clay, or clay	CL, CH, OH, MH

Source: *Minnesota Storm water Manual, January 2014.1*

- c) Infiltration practices shall have provisions for pretreatment of the runoff. Examples of pretreatment include: a mowed grass strip between a curb-cut and a small rain garden, a sump manhole or manufactured sediment trap prior to an infiltration basin, and a sediment forebay as the first cell of a two-cell treatment system. Where the infiltration system captures only clean runoff (e.g., from a rooftop) pretreatment may not be required.
- d) The design shall incorporate a diversion or other method to keep construction site sediment from entering the infiltration system prior to final stabilization of the entire contributing drainage area.
- e) The design shall incorporate provisions, where infiltration practices are proposed, that will prohibit the compaction of soils by construction equipment.

- f) A plan for maintenance of the system must be submitted that identifies the maintenance activities and frequency of activities for each infiltration practice on the site. A signed maintenance agreement will be required by the City.
- 6) Pond and Additional Infiltration System Design Criteria. Newly constructed or expanded/modified ponds and basins shall be designed and constructed to meet the following:
- a) All ponds or basins shall:
- 1) Have a 4:1 maximum slope (above the normal water level [NWL] and below the 10:1 bench, if a wet pond);
 - 2) Maximize the separation between inlet and outlet points to prevent short-circuiting of storm flows;
 - 3) Have an emergency overflow spillway identified and designed to convey storm flows from events greater than the 100-year event; and
 - 4) Be made accessible for maintenance and not be entirely surrounded by steep slopes or retaining walls which limit the type of equipment that can be used for maintenance. Vehicle access lane(s) of at least ten (10) feet shall be provided, at a slope less than fifteen percent (15%) from the access point on the street or parking area to the pond, to accommodate maintenance vehicles. Maintenance agreements will be required when the pond is not located on City property.
- b) All wet ponds shall:
- 1) Have an aquatic bench having a 10:1 (H:V) slope for the first ten (10) feet from the NWL into the basin;
 - 2) Have inlets be placed at or below the NWL;
 - 3) Have a skimming device designed to remove oils and floatable materials up to a five (5) year frequency event. The skimmer shall be set a minimum of twelve (12) inches below the normal surface water elevation and shall control the discharge velocity to 0.5 feet per second.
 - 4) Have an average four (4) feet of permanent pool depth (dead storage depth). This constraint may not be feasible for small ponds (less than about three [3] acre-feet in volume or less). In such cases, depths of three to four (3-4) feet may be used. To prevent development of thermal stratification, loss of oxygen, and nutrient recycling from bottom sediments, the maximum depth of the permanent pool should be less than or equal to ten (10) feet.
- 7) Erosion and Sediment Control (Roseville City Code Chapter 803.04)
- a) The City's Erosion Control Ordinance shall be followed for all projects, including those not regulated under the NPDES construction permit.
- b) Prior to the start of any excavation or land disturbing activity for the site, the Applicant or contractor must have in place a functional and approved method of erosion and sediment control. The contractor must have received authorization from the City prior to commencing construction activities.
- c) Development projects subject to the NPDES Construction Permit shall meet the requirements of the NPDES permit program, including the requirement to prepare and follow a storm water pollution prevention plan (SWPPP). The Applicant shall submit proof of receipt and approval by Minnesota Pollution Control Agency and/or watershed district of the permit application prior to commencing construction if required. A copy of the SWPPP prepared in accordance with the NPDES permit requirements, shall be submitted to the City if requested by the City Engineer.

8) Storm Water Plan Submittals.

- a) Property lines and delineation of lands included in the project application.
- b) Delineation of the subwatersheds contributing runoff from off-site, and proposed and existing subwatersheds on-site.
- c) Location, alignment and elevation of proposed and existing storm water facilities.
- d) Delineation of existing on-site wetlands, shoreland and/or floodplain areas. Removal or disturbance of stream bank and shoreland vegetation should be avoided. The plan shall address how unavoidable disturbances to this vegetation will be mitigated per the City's ordinances.
- e) Existing and proposed inlet and outlet elevations
- f) The 10-year and 100-year high water elevations on-site. For landlocked basins, the higher of the elevations determined in Part 4h. of these standards shall also be identified.
- g) The lowest opening elevation of all buildings and structures.
- h) Existing and proposed site contour elevations related to NGVD, 1929 datum.
- i) Construction plans and specifications of all proposed storm water management facilities.
- j) Storm water runoff volume and rate analyses for existing and proposed conditions.
- k) All hydrologic and hydraulic computations completed to design the proposed storm water quality management facilities. Computations shall include a summary of existing and proposed impervious areas.
- l) All pollutant removal computations for practices not meeting the volume control/infiltration requirement.
- m) Provision of outlots or easements for maintenance access to detention basins, retention basins, constructed wetlands, and/or other storm water management facilities.
- n) Maintenance agreement between applicant and City which addresses sweeping, pond inspection, sediment removal and disposal, etc.
- o) Inlets to detention basins, wetlands, etc., shown at or below the outlet elevation.
- p) Identification of receiving water bodies (lakes, streams, wetlands, etc).
- q) Identification of existing and abandoned wells and septic tanks on the development site.
- r) Documentation indicating conformance with these standards.

9) Prohibition of Illicit Discharges (Roseville City Code Chapter 803.03). No person shall throw, drain, or otherwise discharge, cause, or allow others under its control to throw, drain, or otherwise discharge into the municipal separate storm sewer system any pollutants or waters containing any pollutants other than stormwater, i.e., swimming pool water which contains pollutants not found in stormwater. The following discharges are exempt from the prohibition provision above:

- a) Non-stormwater that is authorized by an NPDES point source permit obtained from the MPCA, provided that the discharger is in full compliance with all requirements of the permit, waiver, or order

and other applicable laws and regulations, and provided that written approval has been granted for any discharge to the (municipal/county) separate storm sewer system.

- b) Water line flushing or other potable water sources, landscape irrigation or lawn watering, diverted stream flows, rising ground water, ground water infiltration to storm drains, uncontaminated pumped ground water, foundation or footing drains (not including active groundwater dewatering systems), crawl space pumps, air conditioning condensation, springs, non-commercial washing of vehicles, natural riparian habitat or wetland flows, dechlorinated swimming pools and any other water source not containing pollutants;
- c) Discharges or flows from fire fighting, and other discharges as necessary to protect public health and safety;
- d) Dye testing discharge, as long as the Public Works Director is provided verbal notification prior to the time of the test.



Stormwater Impact Fund: Non-Residential

This policy applies to all properties that are not zoned low density residential.

The City of Roseville has developed specific requirements that apply to development and redevelopment projects. These standards are intended to help achieve the water resource goals of the City's Surface Water Management Plan (SWMP) and help the City maintain compliance with the National Pollutant Discharge Elimination System (NPDES) municipal permit program. These standards highlight important aspects of the requirements for stormwater quality, discharge rate and volume control, erosion control, and illicit discharge.

These standards do not replace or supersede City ordinances, watershed district regulations, state and federal rules or permits required for the project. For a more detailed listing of requirements see the specific policies of the City's SWMP and the applicable City ordinances, or consult with City staff on your specific project.

To accomplish the goals of the SWMP, it is important to the City to have consistent approaches to evaluating proposed development and redevelopment projects. Therefore, all hydrologic, hydraulic and water quality analysis must be prepared and submitted in a format that will allow for a timely and efficient review by City staff.

For permitted sites that cannot feasibly meet the City's Stormwater Requirements through Alternative Stormwater Compliance Sequencing, permittees shall have the option to pay into the City's Stormwater Impact Fund. The amount paid to the City will be based on a \$/cubic-foot for the required volume. The \$/cubic-foot will be approved by the City Council annually, and can be found within the City's Fee Schedule.

1) Alternative Stormwater Compliance Sequencing:

The alternative compliance sequencing process includes three steps that must be followed in order to meet the volume reduction standard. The sequencing steps to be followed are:

- a. First, the applicant shall comply or partially comply with the volume reduction standard to the fullest extent practicable on-site through alternative volume reduction methods. See the questions below for more information.
- b. Second, the applicant shall meet the volume reduction standard at an offsite location or through the use of qualified banking credit.
- c. Third, as a last alternative, the applicant shall pay into the City's Stormwater Impact Fund at a \$/CF rate. The dollar amount will be approved by the City Council and will be found within the City's Fee Schedule.

2) Mitigation Provisions:

- a) Stormwater requirements met through the Stormwater Impact Fund will be mitigated as close to the permitted site as possible, dependent on site constraints and project feasibility. The City will follow the hierarchy below to implement a project to offset the volume requirements. Projects will be sited:
 1. Within the same storm sewer drainage district, or
 2. Within the same drainage area to the same receiving water body, or
 3. Within the same watershed district, or

4. Within the City limits

- b) Mitigation projects must involve the creations of new structural stormwater BMP's or the retrofit of existing structural stormwater BMP's, or the use of a properly designed regional structural stormwater BMP.
- c) Routine Maintenance of structural stormwater BMP's already required by this permit cannot be used to meet mitigation requirements.
- d) Mitigation projects implemented by an applicant shall be completed within 24 months after the start of the original construction activity.
 - 1) Mitigation projects implemented by the City through the use of Stormwater Impact Funds shall be used when a Regional Stormwater Project is identified and as funding is available.
- e) The applicant shall determine, and document, who will be responsible for long-term maintenance on all mitigation projects of this part.
- f) If the applicant receives payment from the owner and/or operator of a construction activity for mitigation purposes in lieu of the owner or operator of that construction activity meeting the conditions for post-construction stormwater management, the applicant shall apply any such payment received to a public stormwater project, and all projects must be in compliance with Part III.D.5.a(4)(a)-(e) of the City of Roseville's Stormwater Pollution Prevention Plan (SWPPP) Permit.



Commercial & Industrial Site Stormwater Utility Fee Credit Application Checklist

Required materials to complete application

- ☐ 1. Completed & Signed Application
- ☐ 2. Application Fee of
- ☐ 3. Current Site Plan including:
 - ☐ a. All Buildings
 - ☐ b. Structures
 - ☐ c. Impervious Area calculations
 - ☐ d. Stormwater Devices (BMP's)
- ☐ 4. Stormwater Management Plan including:
 - ☐ a. Details of permanent BMP's
 - ☐ b. 10 or 100 year rainfall calculations (Atlas 14)
 - ☐ c. Storage volume of BMP
 - ☐ d. All associated storm drain infrastructure
- ☐ 5. Maintenance Plan/Schedule
- ☐ 6. Recertification Schedule
 - ☐ a. All approved projects will need to be recertified every 5 years.



Commercial & Industrial Site Stormwater Utility Fee Credit Application Form

Certification Required

To apply for a stormwater utility fee credit, this application must be certified by a state licensed engineer or landscape architect. Only those properties that can demonstrate the capacity to handle a 10-year or 100-year rain event can receive a stormwater quantity credit. Projects will need to be recertified every five years to maintain the stormwater utility fee credit.

Submit Applications to:

This application must be completed and signed before it will be processed. When completed, send this application and all necessary attachments to:

City of Roseville
Engineering Department
2660 Civic Center Drive
Roseville, MN 55113

If you have questions, contact Roseville Engineering: 651-792-7004

I. Contact Information

Property Owner & Contact	
Street Address	
City, State, Zip	
Phone Number	
Email Address	

Property Address	
Street Address	
City, State, Zip	
Property ID Number (PIN)	



II. Stormwater Fee Credit

Indicate the type of credit for which you are applying (see instruction guide for definition).

- ☐ Standard Reduction Credit capturing the 10 year rain event: 25% Credit
☐ Additional Reduction Credit capturing the 100 year rain event : 75% Credit

Is the installed BMP part of a Permit Requirement for Stormwater Management? Yes No
If Yes, what is the required volume:

III. Professional Certification

“By signing his application I certify that the “asbuilt plans” are an accurate representation of the subject stormwater facility or control and that the required calculations have been performed in compliance with the City of Roseville Stormwater Management Standards document.

Name		
Company		
Telephone		
Email		
Registration Number		
Signature		Date

IV. Ratepayer Certification

“By signing this application, I certify that I am the owner or authorized representative of the owner and have read this application and understand the terms and conditions of the credit program I certify that this application and additional materials accurately describe stormwater management and disposal on the property identified on this application I grant the City permission to enter this property for the sole purpose of conducting a site inspection of the stormwater management and disposal facilities on this property.”

Name		
Title		
Signature		Date



Instructions for Completing Stormwater Utility Fee Credit

I. **Mailing address and property information:**

Provide the name, address, telephone number and email address of the property owner. Include the property address and Property Identification Number (PIN), which can be found on Ramsey Counties Web site. Go to: www.co.ramsey.mn.us → Property Info & Taxes → GIS Online Mapping. The PID is the same as the PIN.

II. **Water Quantity Credit**

Properties can apply for either the “Standard Quantity Reduction Credit” or the “Additional Quantity Reduction Credit.”

- a. **Standard Quantity Reduction Credit.** The Standard Quantity Reduction Credit is a 25 percent credit for the stormwater that is treated on the property. The “Standard Quantity” credit is based on a property’s stormwater quantity management tools/practices being able to retain the *10-year, 24- hour type II SCS* storm event. To qualify for this credit, the property owner must demonstrate that all stormwater from the property is controlled with an on-site stormwater quantity management tool or practice (BMP). Any natural topographic features incorporated as stormwater tools must be on land wholly owned by or leased to the applicant or applicants and are required to meet the same standards for performance and maintenance as constructed BMPs.
- b. **Additional Quantity Reduction Credit.** The Additional Quantity Reduction Credit is a 75 percent credit for the stormwater that is treated on the property. To be eligible for the “Additional Quantity” credit, a property’s stormwater quantity management tools/practices must be able to retain the *100-year, 24-hour type II SCS* storm event. To qualify for this credit, the property owner must demonstrate that all stormwater from the property is controlled with an on-site stormwater quantity management tool or practice (BMP). Any natural topographic features incorporated as stormwater tools must be on land wholly owned by or leased to the applicant or applicants and are required to meet the same standards for performance and maintenance as constructed BMPs.

III. **Professional Certification**

To apply for a stormwater credit, this application must be certified by a state licensed engineer or landscape architect. Only those properties that can demonstrate the capacity to handle a 10-year or 100-year rain event can receive a stormwater quantity credit. Your application will not be processed if this section is not signed and dated by the property owner or their designee.

IV. **Ratepayer Certification**

This section shows that as the owner or representative of the owner, you give the City permission to enter this property for the sole purpose of conducting a site inspection of the stormwater management facilities/methods on this property. Your application will not be processed if this section is not signed and dated by the property owner or their designee.

4. Within the City limits

- b) Mitigation projects must involve the creations of new structural stormwater BMP's or the retrofit of existing structural stormwater BMP's, or the use of a properly designed regional structural stormwater BMP.
- c) Routine Maintenance of structural stormwater BMP's already required by this permit cannot be used to meet mitigation requirements.
- d) Mitigation projects implemented by an applicant shall be completed within 24 months after the start of the original construction activity.
 - 1) Mitigation projects implemented by the City through the use of Stormwater Impact Funds shall be used when a Regional Stormwater Project is identified and as funding is available.
- e) The applicant shall determine, and document, who will be responsible for long-term maintenance on all mitigation projects of this part.
- f) If the applicant receives payment from the owner and/or operator of a construction activity for mitigation purposes in lieu of the owner or operator of that construction activity meeting the conditions for post-construction stormwater management, the applicant shall apply any such payment received to a public stormwater project, and all projects must be in compliance with Part III.D.5.a(4)(a)-(e) of the City of Roseville's Stormwater Pollution Prevention Plan (SWPPP) Permit.

ROSEVILLE
RESIDENTIAL STORM WATER PERMIT POLICY
Public Works Department

1. Statement of Policy

The City of Roseville Public Works Department will administer a Residential Storm Water Permitting Program in accordance with City Code. The City believes that controlling the quantity and quality of storm water runoff from single-family residential lots that increase impervious surface addresses water quality concerns and future costs of infrastructure upgrades and maintenance.

2. Purposes

- a. Limit the volume of storm water runoff from new / reconstructed impervious surfaces.
- b. Require homeowners to be accountable for the ongoing maintenance and operation of installed Best Management Practices (BMPs) and to ensure that the BMPs remain with the property for the life of the improvement.

3. Application

This permit applies to owners of developed home lots with single-family use and/or zoning who propose projects creating new impervious surfaces. Impervious surfaces include, but are not limited to, home additions, accessory building installations, new patios or patio expansions, new walks or walkway additions, driveway expansions, and other hard surfaces that otherwise impede infiltration of storm water runoff. To apply under this policy a project must:

- a. Increase the overall impervious area of the lot to greater than 25% of the overall lot area if the lot is within a Shoreland or Wetland Management District,
- b. Increase the overall impervious area of the lot to greater than 30% of the overall lot area for all other lots.

4. Exclusions

This policy excludes the following:

- a. All other zoning and land uses, except for single-family residential home lots.
- b. New residential subdivision developments implementing regional or common-lot stormwater BMP's maintained by the City or a homeowner's association.

5. Provisions, Requirements and Basis of Permit

An applicant must provide storm water BMP's that capture the difference in runoff volume between the existing and proposed impervious surfaces based on 1.1 inch storm event. The volume of runoff (typically expressed in units cubic feet) from any impervious surface ($V_{IMP.RUNOFF}$) based on the 1 inch storm event is computed by taking product of the

impervious surface area ($A_{\text{IMPERVIOUS}}$, typically in square feet) times the depth of the 1.1 inch rainfall event (0.083, converted to feet) or,

$$V_{\text{IMP.RUNOFF}}(\text{cf}) = A_{\text{IMPERVIOUS}}(\text{sf}) \times 0.092(\text{ft})$$

The volume control required (V_{REQ}) is equal to the difference between the volume of runoff from all impervious surfaces on the property after the completed project (V_{PROPOSED}) and the runoff volume from prescribed limits for impervious surfaces as follows:

- a. For lots within a Shoreland or Wetland Management District, the runoff volume from an impervious surface limit of 25% ($V_{25\%}$) or,

$$V_{\text{REQ}} = V_{\text{PROPOSED}} - V_{25\%}$$

- b. For all other single-family residential lots, the runoff volume from an impervious surface limit of 30% ($V_{30\%}$) or,

$$V_{\text{REQ}} = V_{\text{PROPOSED}} - V_{30\%}$$

6. Other Design Provisions and Requirements

- a. Installed BMPs must draw down in 48 hours or less.
- b. The homeowner shall conduct inspections and maintenance of installed BMPs and submit an annual report to the City ensuring that the BMPs are performing their intended function.
- c. Every 5 years, the homeowner shall have a third party certified in storm water BMP design inspect the garden and provide a documented inspection report. The homeowner shall submit the reporting form with the report to the City.

7. Help

Permit Questions?

Contact the City of Roseville Public Works Department at (651) 792-7004

8. References

- a. Roseville City Code Chapter 1004.08 Section C



Engineering Department - Phone: (651) 792-7004 Fax: (651) 792-7040

2660 Civic Center Dr. Roseville, MN 55113

RESIDENTIAL STORM WATER PERMIT & CREDIT APPLICATION WORKSHEET AND CHECKLIST

This application is a supplement to the Grading Permit specifically for low density residential projects adding impervious area. If the project causes the impervious area of a single family home lot to exceed

- 25% if the home lot is within a Shoreland or Wetland Management District, or
- 30% for all other single-family home lots,

then storm water best management practices (BMPs) are required to address the runoff from the additional impervious. Impervious surfaces include those surfaces on a property consisting of driveways, roofs, walks or other surfaces that limit infiltration as shown and described on the plan.

The application should include the following information:

- ☐ **Check for fee: \$250**
- ☐ Completed Impervious Area Worksheet
- ☐ Building Permit Application
- ☐ Site Grading and Drainage Plans that show:
 - ☐ All Existing Impervious Area
 - ☐ Added (New) Impervious Area
 - ☐ Removed Impervious Area
 - ☐ Proposed Storm Water Best Management Practices (BMPs)
 - ☐ Existing Underlying Soils Data

Failure to include all items may result in rejection of application or delayed approval.

This permit also requires the execution of a maintenance agreement that requires City Council approval. A sample agreement is attached to this permit form. The agreement will be filed at Ramsey County and run with the property. Property title work and mortgage consent are needed to complete the processing of this agreement.

Tools and Ideas

Various ideas, tools, techniques and designs are available through a number of resources such as:

- Capitol Region Watershed District (capitolregionwd.org)
 - Rice Creek Watershed District (ricecreek.org)
 - The Blue Thumb program (bluethumb.org)
 - University of Minnesota Extension Office (www.extension.umn.edu/stormwater)
 - Minnesota Pollution Control Agency -- Minnesota Storm Water Manual Chapter 12 (www.pca.state.mn.us)
- Also, try Internet searches for "rain gardens", "BMP", "rain barrels", "impervious surface", and "storm water".

Stormwater Utility Fee Credit:

If a property captures a minimum of 25% of the impervious surface on their lot, a stormwater credit may be applied on the quarterly fee. See Fee Schedule Appendix A.

*If applying for the Residential Stormwater Permit, the minimum volume must exceed the required amount to be eligible for the credit.

Impervious Area Worksheet for Single-Family Residential Development

Applicants for all projects creating new impervious area must fill out this worksheet and submit it with your Grading Permit Application. If the overall impervious area of your property exceeds 30% (25% if your property is zoned within a Shoreland or Wetland Management District), you must provide stormwater management.

Property Address _____ **Date** _____

Homeowner Name _____

Applicant Name (if different) _____

Applicant Phone _____ **Email** _____

STEP 1 - Existing Lot Info

Existing Lot Area [A] _____ sq. ft.

Is the parcel within a Shoreland or Wetland Management District? **yes** / **no**

Existing Impervious Area

Structures (Building Footprints)	_____ sq. ft.
Parking/Storage Areas (including on site driveways)	_____ sq. ft.
Walkways (hard surfaces)	_____ sq. ft.
Patios, Courtyards	_____ sq. ft.
Other Hard Surfaces	_____ sq. ft.

Total [B] sq. ft

STEP 2 -- Proposed Impervious Surfaces

Proposed Additional Impervious Surface

Structures (home additions, sheds, garages, etc.)	_____ sq. ft.
Parking/Storage Area (expansion areas only)	_____ sq. ft.
Walkways (new hard surface only)	_____ sq. ft.
Patios, Courtyards (new construction only)	_____ sq. ft.
Other Added Impervious Surface	_____ sq. ft.

Total [C] sq. ft

STEP 3 - Calculate Impervious Area Percentages

Existing Lot Impervious Area %	[B]	/	[A]	x 100 =	[D]	%
	Total Ex. Impervious Surface		Total Ex. Lot Area			

Proposed Lot Impervious Area %	[B]+[C]	/	[A]	x 100 =	[E]	%
	Ex. plus add'l Impervious Surface		Total Ex. Lot Area			

If the "Proposed Lot Impervious Area %" is 30% or less (25% or less if in a shoreland/wetland management district), **STOP HERE.** Include this worksheet with the Grading Permit Application

If the "Proposed Lot Impervious Area %" is greater than 30% (greater than 25% if in a shoreland/wetland management district), stormwater management is required for the net new impervious surface. **YOU MUST MOVE ON TO STEP 4.**

STEP 4 - Volume Requirement Calculation

Compute your required volume of on-site storage based on the 1.1-inch of runoff from all net new impervious surfaces from the formulas as follows:

$$\boxed{\text{[E]}} \% / \boxed{100} \times \boxed{\text{[A]}} \text{ sq. ft} \times 0.092 = \text{[F]} \boxed{} \text{ cu ft}$$

Prop. % Impervious Existing Lot Area Proposed Runoff Volume
(from page 2) (from page 2)

$$\boxed{} \% / \boxed{100} \times \boxed{\text{[A]}} \text{ sq. ft} \times 0.092 = \text{[G]} \boxed{} \text{ cu ft}$$

Allowed Max % Existing Lot Area Maximum Allowable
Impervious* (from page 2) Runoff

*Enter 25% if your lot is within a shoreland or wetland management district. For all others, enter 30%.

$$\boxed{\text{[F]}} \text{ cu ft} - \boxed{\text{[G]}} \text{ cu ft} = \text{[H]} \boxed{} \text{ cu ft}$$

Proposed Runoff Maximum Allowable Volume of on-site
Volume Runoff storage required

STEP 5 - Storm Water Treatment Volume/Measures Provided

<u>Treatment Measures</u>	<u>Formula</u>	<u>Provided Storage Volume</u>
Rain Garden ¹	_____ ft (L) x _____ ft (W) x _____ ft (D) =	_____ cu ft
Rain Barrel/Cistern ²	_____ gallons x 0.13369 =	_____ cu ft
Rain Barrel (Rectangular) ²	_____ ft (L) x _____ ft (W) x _____ ft (D) =	_____ cu ft
Rock Trench/Drywell ¹	_____ ft (L) x _____ ft (W) x _____ ft (D) x 0.40 =	_____ cu ft
Infiltration Swale ¹	_____ ft (L) x _____ ft (W) x _____ ft (D) =	_____ cu ft
Porous Pavement ^{1,3}	_____ ft (L) x _____ ft (W) x _____ ft (D) x 0.40 =	_____ cu ft
Other		_____ cu ft

L=Length W=Width D=Average Depth

Total Storage Volume Provided [J]

Notes:

¹ These are measures which rely on the infiltration rate of the underlying soils and must be capable of drawdown within 48 hours of a rainfall event. The total average ponding depth cannot exceed 24 inches. An infiltration test, such as a double-ring infiltrometer test (used for septic system drain fields) and certification of infiltration rate is required

² These measures are intended for rainwater reuse (ex. garden and lawn watering) and slow release of overflow during rainfall events.

³ The measurable volume is within the open-graded rock base material under the porous pavement or pavers.

STEP 6 - Comparison

Is [J]-(storage provided) greater than or equal to [H]-(storage required)? **yes** / **no**

- If "yes," then your overall design meets the treatment requirement. MOVE ON TO STEP 7.

- If "no," then re-evaluate your design: Decrease proposed impervious surface (STEPS 3 and 4) or increase your storage volume (STEP 5).

STEP 7 - Soils and Infiltration Drawdown Information

Storm water treatment measures that provide volume control through infiltration (i.e. rain gardens, infiltration basins/swales, dry wells) rely on underlying soils for efficient drawdown.

Infiltration practices must draw down completely within 48 hours of a storm event. The maximum ponding depth of these measures cannot exceed 24 inches.

Select the infiltration rate from the table below that corresponds to the soils present at the site. Use site-specific soils information from soil borings (if taken) or you may utilize the National Resource Conservation Service Web Soil Survey at <http://websoilsurvey.nrcs.usda.gov>.

Minnesota Stormwater Manual Infiltration Rates

Soil Hydrologic Group	Infiltration Rate (inches/hr)	Soil Textures
A	1.63	gravel, sandy gravel, silty gravel
	0.80	sand, loamy sand, sandy loam
B	0.45	silty sands, silty gravelly sands
	0.3	loam, silt loam
C	0.20	sandy clay loam
D	0.06	clay loam, silty clay loam, sandy clay, silty clay, clay

Attach soil survey data.

In lieu of using the above table for infiltration rates, you may have an expert soil testing consultant determine the infiltration capability of your underlying soils. Enter the Soil Infiltration Rate based on a split-ring infiltrometer test or other professional assessment of your underlying soils.

Depth of Treatment Measure [K] inches
Soil Infiltration Rate [L] inches/hr
Drawdown Time = [K] / [L] = hours

Is the design drawdown time greater than 48 hours? **yes** / **no**

If the design drawdown time is greater than 48 hours you may:

1. Reduce the depth of the measure by increasing the overland surface dimensions.
2. Install an underdrain. Underdrains are not allowed for Type A (sandy) soils.

STEP 8- Stormwater Utility Fee Credit

If your project captures the volume from a 1" rainfall you may be eligible for a stormwater credit.

Volume captured by BMP(s) cu-ft
Required Volume (if applying for ReSWP): cu-ft
Volume of stormwater over requirement: cu-ft

What percentage of your impervious surface is treated by the BMP? **25%, 50%, 75%, 100%**

Would you like to apply for the Stormwater Utility Credit? **Yes** / **No**

*Note: Maintenance agreement and 5 year certifications are required to be eligible for the credit.

STEP 9 -- Applicant Signature

The applicant/homeowner understands this Residential Storm Water Permit is required, and will remain in effect for the life of the Storm Water Treatment practices installed on the property. The applicant/homeowner agrees that all site storm water BMP's implemented as part of this permit are subject to annual inspection and design re-certification every 5 years.

The applicant/homeowner must submit Residential BMP Inspection (provided by the City) by May 31st of each year to fulfill the requirement of annual documentation of ongoing maintenance of the site storm water BMP's. The applicant/homeowner must also demonstrate and have certified by a certified rain garden designer or licensed professional engineer every 5 years that the storm water BMP's are operational on site, maintain their original volume and design intent when first constructed, and, if dependent on infiltration, properly drawdown within 48 hours of a previous rainfall event.

Applicant Signature _____ **Date** _____

Homeowner Signature _____ **Date** _____

For City Staff Use Only

- ☐ Upon review of your permit submittal, your permit was determined incomplete or non-compliant. We cannot process your permit for the following reasons:
 - ☐ Volume of storm water treatment storage on site is less than required.
 - ☐ BMP design does not meet requirements.
 - ☐ Adequate underlying soils information is not provided.
 - ☐ Please submit _____
 - ☐ _____
- ☐ Upon initial review of your site plan and storm water permit submittal, the following information is required before we can further process your permit.
 - ☐ BMP Maintenance Agreement (to be recorded against the property)
 - ☐ Please submit further information on _____
 - ☐ _____

Roseville

Engineering Department - Phone: (651) 792-7003 Fax: (651) 792-7040

2660 Civic Center Dr. Roseville, MN 55113

RESIDENTIAL STORM WATER PERMIT

BEST MANAGEMENT PRACTICE INSPECTION AND CERTIFICATION FORM

Property Address _____ Date _____

Homeowner Name _____

Phone Number _____

Date of Inspection _____ Current Temperature _____

Current Weather _____

Location of BMP _____

Type of BMP _____

Did it rain within the last 72 hours? _____ yes _____ no

Inspection Items

	Is standing water present?	yes	no	N/A
	Is there evidence of mosquitoes breeding?	yes	no	N/A
	Is drainage able to reach your BMP?	yes	no	N/A
	Is there accumulated sediment in the bottom?	yes	no	N/A
	Are weeds or invasive plants present?	yes	no	N/A
	Is there evidence of dying or dead plant material?	yes	no	N/A
	Are there areas of bare soil or erosion?	yes	no	N/A
	Are inlets to or outlets from the BMP blocked?	yes	no	N/A

If you answered yes to any questions above, your BMP needs maintenance. In order to correct the above

Homeowner Initials _____

If this is a 5-year inspection, you must have a third party sign-off on your report to verify that your BMP is functioning properly. This individual must be, at a minimum, have expertise in best management practice design.

Third-Party Inspector Name: _____

Third-Party Inspector Initials: _____

Appendix A

LOT BASED PROPERTIES (SINGLE FAMILY & DUPLEX RESIDENTIAL)

Lot based uses receive up to a 50% credit to their annual stormwater fee based on the percentage of their impervious surface they disconnect from the city infrastructure based on the volume from a 1" rainfall. Only the drainage area that is treated will be eligible for credit. This program does not provide credits for practices that are required by a permit. Practices that go above and beyond the permit are eligible for stormwater credits. Property owners that receive cost share funding from a watershed district, state agency, etc., are eligible for the stormwater credit program.

Below is a partial list of stormwater BMPs approved for use in the Stormwater Credits Program:

Raingardens, pervious pavers, wet ponds, dry wells, sand filters, filter strips, infiltration trenches, green roofs

The installed BMP's will be certified by the property owner, or agent of the property owner, to show that the BMP is still functioning as designed. Certification will need to be provided, at a minimum, every 5 years after the city has approved the project.

The following credit will be applied to the area treated:

STORM WATER UTILITY CREDIT FOR LOT BASED USES	
Impervious Area Treated (% of lot)	Credit %
25%	12.50%
50%	25%
75%	37.50%
100%	50%

Example: In 2014, a single family residential property has an annual stormwater fee of \$46.80. The property owner adds a raingarden sized to capture the volume from a 1" rainfall. The amount of impervious area they treat as a percentage of their property will dictate the stormwater credit they will receive annually. Below is the breakdown based on the percent of impervious area they capture:

Annual Stormwater Fee		\$46.80	
Impervious Area Treated	Credit %	Annual Fee Reduction	New Annual Stormwater Fee
25%	12.50%	\$5.85	\$40.95
50%	25%	\$11.70	\$35.10
75%	37.50%	\$17.55	\$29.25
100%	50%	\$23.40	\$23.40

Appendix C

Applicable City Code

-
- Chapter 408 Lawn Fertilizer/Pesticides
 - Chapter 410 Coal Tar Based Sealer Products
 - Chapter 803 Storm Water Drainage
 - Chapter 1017 Shoreland, Wetland and Storm Water Management
 - Chapter 1021 Floodplain Regulations

CHAPTER 408

LAWN FERTILIZER / PESTICIDES

SECTION:

- 408.01: Purpose
- 408.02: Commercial Applicator Regulations
- 408.03: General Regulations
- 408.04: Pesticide Application Warning Signs

408.01: PURPOSE:

The City has conducted studies and has reviewed existing data to determine the current and projected water quality of various lakes within its community. The data indicates that lake water quality may be maintained and improved if the City is able to regulate the amount of lawn fertilizer and other chemicals entering the lakes as a result of storm water runoff or other causes. The purpose of this Section is to define regulations which will aid the City in maintaining and improving lake resources which are enjoyed by its residents and other users. (Ord. 1024, 11-23-87)

408.02: COMMERCIAL APPLICATOR REGULATIONS:

- A. License Required: No person shall engage in the business of commercial lawn fertilizer applicator within the City unless a license has been obtained from the City Manager, as provided in subsection 408.02B.
- B. License Application Procedure: Applications for a commercial lawn applicator license for a calendar year shall be submitted to the City Manager at least 30 days prior to the initial lawn fertilizer application each year within the City. The application shall consist of the following:
 - 1. Application Form: Application forms shall be provided by the City and shall include the following information:
 - a. Name, address and telephone number of applicant and any individuals authorized to represent the applicant.
 - b. Description of lawn fertilizer formula proposed to be applied on lawns within the City.
 - c. A time schedule for application of lawn fertilizer and identification of weather conditions acceptable for lawn fertilizer application.
 - 2. Fertilizer Sample: A chemical analysis of a sample of the lawn fertilizer shall be submitted to the City along with the initial application for a license and at least 30 days before fertilizer composition changes are implemented. Said analysis shall be certified by an independent testing laboratory.
 - 3. License Fee: The annual license fee for a commercial lawn fertilizer applicator shall be as established by the City Fee Schedule in Section 314.05. The license shall expire on December 31. The license fee shall not be prorated. (Ord. 1379A, 11-17-2008)
- C. Conditions of License: Commercial lawn fertilizer applicator licenses shall be issued subject to the following conditions which shall be specified on the license form:
 - 1. Random Sampling: Commercial lawn fertilizer applicators shall permit the City to sample any commercial lawn fertilizer application to be applied within the City at any time after issuance of the initial license.
 - 2. Possession of License: The commercial lawn fertilizer application license, or a copy

of such license, shall be in the possession of any party employed by the commercial lawn fertilizer applicator when making lawn fertilizer applications within the City.

3. State Regulations: Licensee shall comply with the provisions of the Minnesota Fertilizer, Soil Amendment, and Plant Amendment Law as contained in Minnesota Statute sections 18C.001, et seq. and amendments thereto. (Ord. 1024, 11-23-87) (Ord 1348, 5-21-2007)

408.03: GENERAL REGULATIONS:

- A. Time of Application: Lawn fertilizer applications shall not be applied when the ground is frozen or between January 1 and April 15, and between November 15 and December 31.
- B. Sample Analysis Cost: The cost of analyzing fertilizer samples taken from commercial applicators shall be paid by the commercial applicators if the same analysis indicates that the phosphate content exceeds the levels authorized in subsection 408.03C.
- C. Phosphorus use restrictions:
 - 1. A person may not apply a fertilizer containing the plant nutrient phosphorus to turf, except under conditions listed in paragraph 2.
 - 2. Paragraph 1 does not apply when:
 - a. a tissue, soil, or other test by a laboratory or method approved by the commissioner and performed within the last three years indicates that the level of available phosphorus in the soil is insufficient to support healthy turf growth;
 - b. the property owner or an agent of the property owner is first establishing turf via seed or sod procedures, and only during the first growing season; or
 - c. the fertilizer containing the plant food phosphorus is used on a golf course under the direction of a person licensed, certified, or approved by an organization with an ongoing training program approved by the commissioner.
 - 3. Applications of phosphorous fertilizer authorized under paragraph 2 must not exceed rates recommended by the University of Minnesota and approved by the commissioner. (Ord.1348, 5-21-2007)
- D. Impervious Surfaces: No person shall apply fertilizer to impervious surfaces.
- E. Buffer Zone: Fertilizer applications shall not be made within 50 feet of any wetland or water resource. (Ord. 1024, 11-23-87) (Ord.1348, 5-21-2007)

408.04: PESTICIDE APPLICATION WARNING SIGNS

- A. Warning Signs Required: All commercial applicators who apply pesticides and non-commercial applicators who apply pesticides in parks, golf courses, athletic fields, playgrounds, or other similar recreational property, must post warning signs on the property where the pesticides are applied in accordance with Minnesota Statute Section 18B.09.
- B. Sign Requirements:
 - 1. Warning signs must project at least 18 inches above the top of the grass line.
 - 2. Warning signs must be of a material that is rain-resistant for at least a 48-hour period and must remain in place at least 48 hours after the time of initial application.
 - 3. Warning signs must contain the following information printed in contrasting colors and capitalized letters measuring at least one-half inch:
 - a. The name of the business organization, entity, or person applying the pesticide; and
 - b. The following language: "This area chemically treated. Keep children and pets off until _____ (date of safe entry)."
 - 4. The warning sign may include the name of the pesticide used.

5. Warning signs must be posted on a lawn or yard between two feet and five feet from the sidewalk or street. For parks, golf courses, athletic fields, playgrounds, or other similar recreational property, the warning signs must be posted immediately adjacent to areas within the property where pesticides have been applied and at or near the entrances to the property.

(Ord. 1348, 5-21-2007)

CHAPTER 410

COAL TAR BASED SEALER PRODUCTS

SECTION:

- 410.01: Purpose
- 410.02: Definitions
- 410.03: Prohibitions
- 410.04: Exemption
- 410.05: Asphalt-Based Sealcoat Products
- 410.06: Penalty
- 410.07: Severability

410.01: PURPOSE

The City of Roseville understands that lakes, rivers, streams and other bodies of water are natural assets which enhance the environmental, recreational, cultural and economic resources and contribute to the general health and welfare of the community. The City of Roseville Comprehensive Plan supports protection of these resources.

The use of sealers on asphalt driveways is a common practice. However, scientific studies on the use of driveway sealers have demonstrated an adverse relationship between stormwater runoff and certain health and environmental concerns.

The purpose of this ordinance is to regulate the use of sealer products within the City of Roseville, in order to protect, restore, and preserve the quality of its waters.

410.02: DEFINITIONS

Except as otherwise provided or clearly implied by context, all terms shall be given their commonly accepted definitions. For the purpose of this ordinance, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

ASPHALT-BASED SEALER: A petroleum-based sealer material that is commonly used on driveways, parking lots, and other surfaces and which does not contain coal tar.

COAL TAR SEALER: A coal tar based sealer is a black liquid containing coal tar pitch that is sprayed or painted on asphalt parking lots and driveways.

COAL TAR: A byproduct of the process used to refine coal for the steel industry.

CITY: City of Roseville.

MPCA: Minnesota Pollution Control Agency

PAHs: Polycyclic Aromatic Hydrocarbons. A group of organic chemicals formed during the incomplete burning of coal, oil, gas, or other organic substances. Present in coal tar and believed harmful to humans, fish, and other aquatic life.

410.03: PROHIBITIONS

- A. No person shall apply any coal tar-based sealer to any driveway, parking lot, or other surface within the City of Roseville.
- B. No person shall contract with any commercial sealer product applicator, residential or commercial developer, or any other person for the application of any coal tar-based sealer to any driveway, parking lot, or other surface within the City.
- C. No commercial sealer product applicator, residential or commercial developer, or other similar individual or organization shall direct any employee, independent contractor,

volunteer, or other person to apply any coal tar-based sealer to any driveway, parking lot, or other surface within the City.

D. A person may not sell a coal tar based sealer product within the City, unless:

1. The sale is to a person who intends to use the coal tar-based sealer outside the City's planning jurisdiction; and
2. The seller requires the purchaser to complete and sign a form provided by the City that includes:
 - a. The name, address, and phone number of the purchaser,
 - b. The date of the purchase,
 - c. The quantity of coal tar-based sealer purchased,
 - d. A statement that the coal tar-based sealer will not be used within the City of Roseville,
 - e. An affirmation by the purchaser that the information on the form is correct, and
3. The seller retains the completed form for a period of not less than two years and allows the City to inspect or copy the form upon request.

410.04: EXEMPTION

Upon the express written approval from both the City and MPCA, a person conducting bona fide research on the effects of coal tar-based sealer products or PHAs on the environment shall be exempt from the prohibitions provided in Section 3.

410.05: ASPHALT-BASED SEALCOAT PRODUCTS

The provisions of this ordinance shall only apply to use of coal tar-based sealer in the City and shall not affect the use of asphalt-based sealer products within the City.

410.06: PENALTY

Any person convicted of violating any provision of this ordinance is guilty of a misdemeanor and shall be punished by a fine not to exceed one thousand dollars (\$1,000.00) or imprisonment for not more than ninety (90) days, or both, plus the costs of prosecution in either case.

410.07: SEVERABILITY

If any provision of this ordinance is found to be invalid for any reason by a court of competent jurisdiction, the validity of the remaining provisions shall not be affected.

(Ord. 1409, 6-13-2011)



CHAPTER 803

STORM WATER DRAINAGE

SECTION:

- 803.01: Storm Water Drainage Utility
- 803.02: Connection to Storm Sewers
- 803.03 Storm Water Illicit Discharge and Connections
- 803.04 Erosion and Sedimentation Control

803.01: STORM WATER DRAINAGE UTILITY:

- A. Establishment: The Municipal storm sewer system shall be operated as a public utility pursuant to Minnesota Statute, section 444.075, from which revenues will be derived subject to the provisions of this Section and Minnesota statutes. The storm water drainage utility will be part of the Public Works Department and under the administration of the Public Works Director.
- B. Definition: "Residential equivalent factor, (REF)" - One REF is defined as the ratio of the average volume of runoff generated by one acre of a given land use to the average volume of runoff generated by one acre of typical single-family residential land during a standard one year rainfall event.
- C. Fees: Storm water drainage fees for parcels of land shall be determined by multiplying the REF for a parcel's land use by the parcel's acreage and then multiplying the REF for a parcel's land use by the parcel's acreage and then multiplying the resulting product by the storm water drainage rate. The REF values for various land uses are as follows¹: For the purpose of calculating storm water drainage fees, all developed one-family and duplex parcels shall be considered to have an acreage of one-third (1/3) acre. The storm water drainage rate used to calculate the actual charge per property shall be established by City Council Resolution.
- D. Credits: The City Council may adopt policies recommended by the Public Works Director, by resolution, for adjustment of the storm water drainage fee for parcels based upon hydrologic data to be supplied by property owners, which data demonstrates a hydrologic response substantially different from the standards. Such adjustments of storm water drainage fees shall not be made retroactively.
- E. Exemptions: The following land uses are exempt from storm water drainage fees:
 - 1. Public rights of way.

¹ CLASSIFICATION	LAND USES	REF
1	Cemeteries golf courses	0.25
2	Parks with parking facilities	0.75
3	Single-family and duplex residential	1.00
4	Public & private school, community center	1.25
5	Multiple-family residential, churches & government buildings	2.50
6	Commercial, industrial, warehouse	5.00
7	Improved vacant	As Assigned

2. Vacant, unimproved land with ground cover.
- F. Payment of Fee: Statements for storm water drainage fee shall be computed every three months and invoiced by the Finance Officer for each account on or about the fifth day of the month following the quarter. Such statement shall be due on or before the last day of the month in which the statement is mailed. Any prepayment or overpayment of charges shall be retained by the City and applied against subsequent quarterly fees.
- G. Recalculation of Fee: If a property owner or person responsible for paying the storm water drainage fee questions the correctness of an invoice for such charge, such person may have the determination of the charge recomputed by written request to the Public Works Director made within twelve months of mailing of the invoice in question by the City.
- H. Penalty for Late Payment: Each quarterly billing for storm water drainage fees not paid when due shall incur a penalty charge of ten percent of the amount past due.
- I. Certification of Past Due Fees on Taxes: Any past due storm water drainage fees, in excess of 90 days past due, may be certified to the County Auditor for collection with real estate taxes, pursuant to Minnesota Statute, section 444.075, subdivision 3. In addition, the City shall also have the right to bring a civil action or to take other legal remedies to collect unpaid fees. (Ord. 937, 1-9-84; amd. 1995 Code) (Ord. 1383, 6-08-2009)

803.02: CONNECTION TO STORM SEWERS:

- A. Permit Required: No person shall connect any drain to a storm sewer of the City without first obtaining a permit to do so.
- B. Granting of Permits: The Public Works Director shall grant permits only to applicants who are licensed by the City.
- C. Hook Up Permit Fee: The fee for a permit to hook up to a City storm sewer shall be set by City Council resolution. (Ord. 377, 9-10-62; amd. 1995 Code)
- D. Additional Fees: Before any hook up permit shall be issued, the following conditions shall be complied with:
 1. No permit shall be issued to connect with any storm sewer system to the City directly or indirectly from any lot or tract of land unless the Public Works Director shall have certified:
 - a. That such lot or tract of land has been assessed for the cost of construction or the storm sewer main or line with which the connection is made, or
 - b. If no assessment has been levied for such construction cost, the proceedings for levying such assessment have been or will be completed in due course, or
 - c. If no assessment has been levied and no assessment proceedings will be completed in due course, that a sum equal to the portion of cost of constructing said storm sewer main which would be assessable against said lot or tract has been paid to the City, or
 2. If no such certificate can be issued by the Public Works Director no permit to connect to any storm sewer main shall be issued unless the applicant shall pay an additional connection fee which shall be equal to the portion of the cost of construction of the said storm sewer main which would be assessable against said lot or tract to be served by such connection. Said assessable cost is to be determined by the Public Works Director upon the same basis as any assessment previously levied against other property for the said main, including interest at a rate equal to the interest rate of the original assessment from the date of the original assessment and continuing for a period of 20 years or the amount of years the assessment was payable, whichever is less. Interest may be waived or decreased, when it is determined by the Public Works Director that the improvement was not subject to

utilization until a later date. If no such assessment has been levied, the assessable cost will be determined upon the basis of the uniform charge which may have been or which shall be charged for similar storm sewer improvements, determined on the basis of the total assessable cost of said main or line, allocated on a frontage basis, acreage basis, or both.

3. No building permit shall be issued for any building where the affected lot or parcel of land has been benefited by an assessed storm sewer improvement unless the provisions of this subsection have been complied with. (Ord. 745, 12-30-74; amd. 1995 Code)

803.03: STORM WATER ILLICIT DISCHARGE AND CONNECTIONS:

- A. Purpose: The purpose of the ordinance is to promote, preserve and enhance the natural resources within the City and protect them from adverse effects caused by non-storm water discharge by regulating discharges that would have an adverse and potentially irreversible impact on water quality and environmentally sensitive land. This ordinance will provide for the health, safety, and general welfare of the citizens of the City of Roseville through the regulation of non-storm water discharges to the storm drainage system to the maximum extent practicable as required by federal and state law. This ordinance establishes methods for controlling the introduction of pollutants into the municipal separate storm sewer system (MS4) in order to comply with requirements of the National Pollutant Discharge Elimination System (NPDES) permit process. The objectives of this ordinance are:
 1. To regulate the contribution of pollutants to the municipal separate storm sewer system (MS4) by storm water discharges by any person.
 2. To prohibit Illicit Connections and Discharges to the municipal separate storm sewer system.
 3. To establish legal authority to carry out all inspection, surveillance and monitoring procedures necessary to ensure compliance with this ordinance.
- B. Definitions: For the purposes of this ordinance, the following terms, phrases, words and their derivatives shall have the meaning stated below.
 1. BEST MANAGEMENT PRACTICE (BMP): Erosion and sediment control and water quality management practices that are the most effective and practicable means of controlling, preventing, and minimizing the degradation of surface water, including construction-phasing, minimizing the length of time soil areas are exposed, prohibitions, and other management practices published by state or designated area-wide planning agencies.
 - a. Non-structural BMP: Practices that focus on preserving open space, protecting natural systems, and incorporating existing landscape features such as wetlands and stream corridors to manage storm water at its source. Other practices include clustering and concentrating development, minimizing disturbed areas, and reducing the size of impervious areas.
 - b. Structural BMP: a physical device that is typically designed and constructed to trap or filter pollutants from runoff, or reduce runoff velocities.
 2. COMMERCIAL: Activity conducted in connection with a business.
 3. DISCHARGE: Adding, introducing, releasing, leaking, spilling, casting, throwing, or emitting any pollutant, or placing any pollutant in a location where it is likely to pollute waters of the state.
 4. EQUIPMENT: Implements used in an operation or activity. Examples include, but are not limited to; lawn mowers, weed whips, shovels, wheelbarrows and construction equipment.

5. **EROSION:** any process that wears away the surface of the land by the action of water, wind, ice, or gravity. Erosion can be accelerated by the activities of man and nature.
6. **GROUNDWATER:** Water contained below the surface of the earth in the saturated zone including, without limitation, all waters whether under conned, unconfined, or perched conditions, in near surface unconsolidated sediment or regolith, or in rock formations deeper underground.
7. **ILLEGAL/ ILLICIT DISCHARGE:** Any direct or indirect non-storm water discharge to the storm drainage system, except as exempted in this chapter.
8. **ILLICIT CONNECTION:** Either of the following:
 - a. Any drain or conveyance, whether on the surface or subsurface, which allows an illegal discharge to enter the storm drain system (including any non-storm water discharge) including wastewater, process wastewater, and wash water and any connections to the storm drain system from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by the City; or,
 - b. Any drain or conveyance connected from a residential, commercial or industrial land use to the storm drain system which has not been documented in plans, maps, or equivalent records and approved by the City.
9. **IMPERVIOUS SURFACE:** A hard surface area which either prevents or retards the entry of water into the ground. Common impervious surfaces include, but are not limited to, roof tops, walkways, patios, driveways, parking lots or storage areas, concrete or asphalt paving, gravel roads, packed earthen materials, or other surfaces which similarly impede the natural infiltration of surface and storm water runoff.
10. **MAXIMUM EXTENT PRACTICABLE (MEP):** A standard for water quality that applies to all MS4 operators regulated under the NPDES program. Since no precise definition of MEP exists, it allows for maximum flexibility on the part of MS4 operators as they develop and implement their programs to reduce the discharge of pollutants to the maximum extent practicable, including management practices, control techniques and system, design and engineering methods, and such other provisions as the Administrator or the State determines appropriate for the control of pollutants.
11. **MECHANICAL CLEANING TECHNIQUES:** Arranging the collision between the substance being removed and some object. Mechanical cleaning techniques include: sweeping, shoveling, or blowing. This does NOT include using water to clean the surface.
12. **MPCA:** The Minnesota Pollution Control Agency.
13. **MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4):** The system of conveyances (including sidewalks, roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, channels, or storm drains) owned and operated by the City and designed or used for collecting or conveying storm water, and which is not used for collecting or conveying sewage.
14. **NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES):** The national program for issuing, modifying, revoking, and reissuing, terminating, monitoring, and enforcing permits, and imposing and enforcing pretreatment requirements under sections 307, 318, 402, and 405 of the Clean Water Act, United States Code, title 33, sections 1317, 1328, 1342, and 1345.
15. **PERSON:** Any individual, firm, corporation, partnership, franchise, association or governmental entity.
16. **PERVIOUS SURFACE:** Pervious areas permit water to enter the ground by virtue of their porous nature or by large voids in the material. Commonly pervious areas

have vegetation growing on them.

17. **POLLUTANT:** Any substance which, when discharged has potential to or does any of the following:
 - a. Interferes with state designated water uses;
 - b. Obstructs or causes damage to waters of the state;
 - c. Changes water color, odor, or usability as a drinking water source through causes not attributable to natural stream processes affecting surface water or subsurface processes affecting groundwater;
 - d. Adds an unnatural surface film on the water;
 - e. Adversely changes other chemical, biological, thermal, or physical condition, in any surface water or stream channel;
 - f. Degrades the quality of groundwater; or
 - g. Harms human life, aquatic life, or terrestrial plant and wildlife; A Pollutant includes but is not limited to dredged soil, solid waste, incinerator residue, garbage, wastewater sludge, chemical waste, biological materials, radioactive materials, rock, sand, dust, industrial waste, sediment, nutrients, toxic substance, pesticide, herbicide, trace metal, automotive fluid, petroleum-based substance, wastewater, and oxygen-demanding material.
18. **POLLUTE:** To discharge pollutants into waters of the state.
19. **POLLUTION:** The direct or indirect distribution of pollutants into waters of the state.
20. **PREMISES:** Any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips
21. **SANITARY SEWER:** a pipe, conduit, or sewer owned, operated, and maintained by the City and which is designated by the Public Works Director as one dedicated to the exclusive purpose of carrying sanitary wastewater to the exclusion of other matter
22. **STATE DESIGNATED WATER USES:** Uses specified in state water quality standards.
23. **STORM DRAINAGE SYSTEM:** Publicly-owned facilities by which storm water is collected and/or conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures.
24. **STORM WATER:** Any surface flow, runoff, or drainage consisting entirely of water from any form of natural precipitation and resulting from such precipitation.
25. **SURFACE WATERS** means all waters of the state other than ground waters, which include ponds, lakes, rivers, streams, wetlands, ditches, , and public drainage systems except those designed and used to collect, convey, or dispose of sanitary sewage.
26. **STORM WATER POLLUTION PREVENTION PLAN (SWPPP):** A document which describes the Best Management Practices and activities to be implemented by a person or business to identify sources of pollution or contamination at a site and the actions to eliminate or reduce pollutant discharges to Storm water, Storm water Conveyance Systems, and/or Receiving Waters to the Maximum Extent Practicable.
27. **VEHICLE:** Any "motor vehicle" as defined in Minnesota Statutes. Also includes watercraft, trailers and bicycles.
28. **WATERCOURSE:** A natural channel for water; also, a canal for the conveyance of water, a running stream of water having a bed and banks; the easement one may have in the flowing of such a stream in its accustomed course. A water course may be dry sometimes.

29. WATERS OF THE STATE: All streams, lakes, ponds, marshes, watercourses, waterways, wells, springs, reservoirs, aquifers, irrigation systems, drainage systems and all other bodies or accumulations of water, surface or underground, natural or artificial, public or private, which are contained within, flow through, or border upon the state or any portion thereof.
30. WASTEWATER: Any water or other liquid, other than uncontaminated storm water, discharged from a facility or the by-product of washing equipment or vehicles
- C. Applicability: This ordinance shall apply to all water entering the storm drain system generated on any developed and undeveloped lands unless explicitly exempted by the City Council.
- D. Administration: The Public Works Director is the principal City official responsible for the administration, implementation, and enforcement of the provisions of this ordinance. The Director may delegate any or all of the duties hereunder
- E. Exemptions: No person shall cause any illicit discharge to enter the storm sewer system or any surface water unless such discharge:
 1. Consists of non-storm water that is authorized by an NPDES point source permit obtained from the MPCA;
 2. Is associated with fire fighting activities or other activities necessary to protect public health and safety;
 3. Is one of the following exempt discharges: water line flushing or other potable water sources, landscape irrigation or lawn watering, diverted stream flows, rising groundwater, groundwater infiltration to storm drains, uncontaminated pumped groundwater, foundation or footing drains (not including active groundwater dewatering systems), crawl space pumps, air conditioning condensation, springs, non-commercial washing of vehicles, natural riparian habitat or wetland flows, dechlorinated swimming pools and any other water source not containing pollutants;
 4. Consists of dye testing discharge, as long as the Public Works Director is provided a verbal notification prior to the time of the test.
- F. Illegal Disposal and Dumping
 1. No person shall throw, deposit, place, leave, maintain, or keep any substance upon any street, alley, sidewalk, storm drain, inlet, catch basin, or other drainage structure, business place, or upon any public or private land, so that the same might be or become a pollutant, unless the substance is in containers, recycling bags, or any other lawfully established waste disposal device.
 2. No person shall intentionally dispose of grass, leaves, dirt, or landscape material into a water resource, buffer, street, road, alley, catch basin, culvert, curb, gutter, inlet, ditch, natural watercourse, flood control channel, canal, storm drain or any fabricated natural conveyance.
- G. Illicit Discharges and Connections
 1. No person shall use any illicit connection to intentionally convey non-storm water to the City's storm sewer system.
 2. The construction, use, maintenance or continued existence of illicit connections to the storm sewer system is prohibited. This prohibition expressly includes, without limitation, illicit connections made in the past regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
 3. A person is considered to be in violation of this ordinance if the person connects a line conveying wastewater to the storm sewer system, or allows such a connection to continue.
- H. General Provisions: All owners or occupants of property shall comply with the

following general requirements:

1. No person shall leave, store, deposit, discharge, dump, or otherwise expose any chemical or septic waste in an area where discharge to streets or storm sewer system may occur. This section shall apply to both actual and potential discharges.
 - a. Private sanitary sewer connections and appurtenances shall be maintained to prevent failure, which has the potential to pollute surface water.
 - b. Recreational vehicle sewage shall be disposed to a proper sanitary waste facility. Waste shall not be discharged in an area where drainage to streets or storm sewer systems may occur.
 - c. For pools, the pool's water should be tested before draining to ensure that PH levels are neutral and chlorine levels are not detectable. Pool water should be discharged over a vegetated area before draining into the storm sewer system. Unsealed receptacles containing chemicals or other hazardous materials shall not be stored in areas susceptible to runoff.
2. The washing down of commercial equipment and vehicles shall be conducted in a manner so as to not directly discharge wastewater where drainage to streets or storm sewer system may occur.
3. Removal of pollutants such as grass, leaves, dirt and landscape material from impervious surfaces shall be completed to the maximum extent practicable using mechanical cleaning techniques.
4. Mobile washing companies (carpet cleaning, mobile vehicle washing, etc) shall dispose of wastewater to the sanitary sewer. Wastewater shall not be discharged where drainage to streets or storm sewer system may occur.
5. Storage of materials, machinery and equipment shall comply with the following requirements:
 - a. Objects, such as equipment or vehicle parts containing grease, oil or other hazardous substances, and unsealed receptacles containing chemicals or other hazardous materials shall not be stored in areas susceptible to runoff.
 - b. Any machinery or equipment that is to be repaired or maintained in areas susceptible to runoff shall be placed in a confined area to contain leaks, spills, or discharges.
6. Debris and residue shall be removed as follows:
 - a. All vehicle parking lots and private streets shall be swept at least once a year in the spring to remove debris. Such debris shall be collected and disposed of according to state and federal laws governing solid waste.
 - b. Fuel and chemical residue or other types of potentially harmful material, such as animal waste, garbage or batteries shall be contained immediately, removed as soon as possible and disposed of according to state and federal laws governing solid waste.
- I. Industrial or Construction Activity Discharges. Any person subject to an industrial activity NPDES storm water discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a manner acceptable to the Public Works Director prior to the allowing of discharges to the storm sewer system. Any person responsible for a property or premise, who is, or may be, the source of an illicit discharge, may be required to implement, at said person's expense, additional structural and non-structural BMPs to prevent the further discharge of pollutants to the storm sewer system. These BMPs shall be part of a storm water pollution prevention plan (SWPPP) as necessary for compliance with requirements of the NPDES permit.
- J. Access to Facilities
 1. When the City has determined that there is a danger to the health, safety or welfare

of the public, city representatives shall be permitted to enter and inspect facilities subject to regulation under this ordinance to determine compliance with this ordinance. If a discharger has security measures in force which require proper identification and clearance before entry into its premises, the discharger shall make the necessary arrangements to allow access to city representatives.

2. In lieu of an inspection by a City representative, the property owner shall furnish a certificate from a licensed plumber, in a form acceptable to the City, certifying that the property has not discharged prohibited material into the municipal storm sewer system. Failure to provide such certificate of compliance shall make the property owner immediately subject to the suspension of storm sewer access as provided for in section M of this section until the property is inspected and/or compliance is met, including any penalties and remedies as set forth in section N below.
 3. Unreasonable delays in allowing city representatives access to a permitted facility is a violation of a storm water discharge permit and of this ordinance.
 4. The City may seek issuance of a search warrant for the following reasons:
 - a. If city representatives are refused access to any part of the premises from which storm water is discharged, and there is probable cause to believe that there may be a violation of this ordinance; or
 - b. there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with this ordinance or any order issued hereunder; or
 - c. to protect the overall public health, safety, and welfare of the community.
- K. Watercourse Protection. Every person owning property through which a watercourse passes or is directly adjacent to a watercourse, shall keep and maintain that part of the watercourse free of trash, debris, and other obstacles that would pollute, contaminate, or retard the flow of water through the watercourse. In addition, the owner or lessee shall maintain existing privately owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse.
- L. Notification of Spills. Notwithstanding other requirements of law, as soon as any person has information of release of materials which result or may result in illegal discharges of pollutants into the storm sewer system, or water of the state, said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release according to state and federal laws.
- M. Suspension of Storm Sewer System Access
1. Suspension due to illicit discharges in emergency situation: The City may, without prior notice, suspend MS4 discharge access to a person when such suspension is necessary to stop an actual or threatened discharge that presents or may present imminent and substantial danger to the environment, to the health or welfare of persons, to the storm sewer or waters of the state. If the violator fails to comply with a suspension order issued in an emergency, the city may take such steps as deemed necessary to prevent or minimize damage to the storm sewer system or the waters of the state, or to minimize danger to persons.
 2. Suspension due to the detection of illicit discharge: All persons discharging to the MS4 in violation of this ordinance may have their access terminated if such termination serves to abate or reduce an illicit discharge. It is a violation of this ordinance to reinstate access to premises that have been terminated pursuant to this section without the prior approval of the City.
- N. Enforcement
1. Notice of Violation: A violation of this ordinance is a Public Nuisance. When it has been determined that a person has violated a prohibition or failed to meet a

requirement of this Ordinance, the Public Works Director may order compliance by written notice of violation to the person(s) responsible for the violation. Such notice may require without limitation:

- a. The performance of monitoring, analysis, and reporting;
- b. The elimination of illicit connections or discharges;
- c. That violating discharges, practices, or operations shall cease and desist;
- d. The abatement or remediation of storm water pollution or contamination hazards and the restoration of any affected property;
- e. Payment of a fine to cover administrative and remediation costs;
- f. The implementation of source control or treatment BMPs;
- g. The development of a corrective action plan to prevent repeat discharges; and/ or
- h. Any other requirement deemed necessary.

If abatement of a violation and/ or restoration of affected property is required, the notice shall set forth a deadline within which such remediation or restoration must be completed. Said notice shall further advise that, should the violator fail to remediate or restore within the established deadline, the work will be done by a designated governmental agency or a contractor and the expense thereof shall be charged to the violator.

2. **Appeal of Notice of Violation:** Any person receiving a Notice of Violation may appeal the determination of the Public Works Director. The notice of appeal must be received within 7 days from the date of the Notice of Violation. Hearing on the appeal before the City Manager or his/her designee shall take place within 15 days from the date of receipt of the notice of appeal. The decision of the City Manager or his/ her designee shall be final.
3. **Enforcement Measures after Appeal:** If the violation has not been corrected pursuant to the requirements set forth in the Notice of Violation, or, in the event of an appeal, within 7 days of the decision of the City Manager upholding the decision of the Public Works Director, then city representatives shall have the right to enter upon the subject private property and are authorized to take any and all measures necessary to abate the violation and/or restore the property. It shall be unlawful for any person, owner, agent or person in possession of any premises to refuse to allow city representatives to enter upon the premises for the purposes set forth above.
4. **Cost of Abatement of the Violation:** Within 15 days after abatement of the violation, the person(s) responsible for the violation will be notified of the cost of abatement, including administrative costs. The person(s) given such notice may file a written protest objecting to the amount of the costs within 7 days. If the amount due is not paid within a timely manner as determined by the decision of the City Manager or by the expiration of the time in which to file an appeal, the amount due shall constitute a lien upon, and the City shall have the right to assess such cost against the property owned by such violator(s) pursuant to Minnesota Statute § 429.101.
5. **Injunctive Relief:** It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of this Ordinance. If a person has violated or continues to violate the provisions of this ordinance, the City may petition for a preliminary or permanent injunction restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of the violation.
6. **Compensatory Action:** In lieu of enforcement proceedings, penalties, and remedies authorized by this Ordinance, the City may impose upon a violator alternative compensatory action such as storm drain stenciling, attendance at compliance workshops, creek cleanup, etc.
7. **Violations Deemed a Public Nuisance:** In addition to the enforcement processes and penalties provided, any condition caused or permitted to exist in violation of any of the provisions of this Ordinance is a threat to public health, safety, and welfare, and

is declared and deemed a nuisance, and may be summarily abated or restored at the violator's expense, and/or a civil action to abate, enjoin, or otherwise compel the cessation of such nuisance may be taken.

8. Criminal Prosecution: A violation of this ordinance is a misdemeanor.
9. Costs and Expenses: The City may recover all attorney's fees, court costs, staff expenses, clean-up costs, and any other expenses associated with enforcement of this ordinance including, but not limited to, sampling and monitoring expenses.
10. Remedies Not Exclusive: The remedies listed in this ordinance are not exclusive of any other remedies available under any applicable federal, state or local law and it is within the discretion of the City to seek cumulative remedies.

(Ord. 1388, 2-22-2010)

803.04: EROSION AND SEDIMENTATION CONTROL:

- A. Purpose: The purpose of this article is to control or eliminate soil erosion and sedimentation resulting from construction activity within the City. This article establishes standards and specifications for conservation practices and planning activities that minimize soil erosion and sedimentation.
- B. Scope: Except as exempted by the definition of the term "land disturbance activity" in Section 803.04 C7, any person, entity, state agency, or political subdivision thereof proposing land disturbance activity within the City shall apply to the City for the approval of the erosion and sediment control plan. No land shall be disturbed until the plan is approved by the City and conforms to the standards set forth in this article.
- C. Definitions: The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:
 1. Best Management Practice (BMP): Erosion and sediment control and water quality management practices that are the most effective and practicable means of controlling, preventing, and minimizing the degradation of surface water, including construction-phasing, minimizing the length of time soil areas are exposed, prohibitions, and other management practices published by state or designated area-wide planning agencies.
 2. Certificate of Completion: the certificate issued after the final inspection of the site has been completed, temporary erosion control has been removed and the site has been fully restored.
 3. City of Roseville Erosion Control Specifications: practices described in, but not limited to, the following manuals:
 - Minnesota Stormwater Manual
 - Minnesota Pollution Control Agency's "Protecting Water Quality in Urban Areas" handbook
 - Ramsey County Erosion and Sediment Control Handbook
 4. Erosion: any process that wears away the surface of the land by the action of water, wind, ice, or gravity. Erosion can be accelerated by the activities of man and nature.
 5. Erosion and sediment control plan: a document containing the requirements of Section 803.04 D that, when implemented, will prevent or minimize soil erosion on a parcel of land and off-site sediment damages.
 6. Erosion and sediment control practice specifications and erosion and sediment control practices: the management procedures, techniques, and methods to control soil erosion and sedimentation as officially adopted by the City.
 7. Land disturbance activity: land change greater than 10,000 square feet, or land change on a parcel of land located directly adjacent to a water resource or located

within the shoreland overlay district, that may result in soil erosion from water or wind and the movement of sediments into or upon waters or lands of the city, including clearing, grading, excavating, transporting and filling of land. Land disturbance activity does not mean the following:

- a. Minor land disturbance activities such as home gardens and an individual's home landscaping, repairs, and maintenance work.
 - b. Tilling, planting, or harvesting or agricultural, horticultural, or silvicultural crops.
 - c. Installation of fence, sign, telephone, and electric poles and other kinds of posts or poles.
 - d. Emergency work to protect life, limb, or property and emergency repairs. However, if the land disturbance activity would have required an approved erosion and sediment control plan except for the emergency, the land area disturbed shall be shaped and stabilized in accordance with the requirement of the local plan-approving authority or the city when applicable.
8. Permittee: a person, entity, state agency, corporation, partnership, or political subdivision thereof engaged in a land disturbance activity.
 9. Sediment: solid mineral or organic material that, in suspension, is being transported or has been moved from its original site by air, water, gravity, or ice, and has been deposited at another location.
 10. Sedimentation: the process or action of depositing sediment that is determined to have been caused by erosion.
 11. Water Resource: any stream, channel, wetland, storm pond, or lake within the City.
- D. Erosion and Sediment Control Plan:
1. Required: Every Permittee for a building permit, a subdivision approval, or a permit to allow land disturbance activities must submit an erosion and sediment control plan to the City Engineer. No building permit, subdivision approval, or permit to allow land disturbance activities shall be issued and no earth disturbing activity shall commence until approval of the erosion and sediment control plan by the City.
Projects coordinated by Ramsey County or Mn/DOT do not require a permit; however, the City must be notified of the project and be provided a copy of the erosion and sediment control plan, as well as an estimated schedule for commencement and completion. The City will notify the designated contact if erosion control measures should fail or require maintenance with the expectation that the deficiencies will be corrected.
If no permit has been obtained, a stop work order shall be issued on the construction and a fine shall be issued in an amount equal to twice the required permit fee. A completed erosion and sediment control plan and permit application shall be submitted before construction will be allowed to resume.
Obtaining a permit does not exempt the permittee from obtaining permits required by other government regulatory agencies.
 2. Criteria addressed: The erosion and sediment control plan shall address the following criteria:
 - a. Conform to the natural limitations presented by topography and soil so as to create the least potential for soil erosion.
 - b. Stabilize all exposed soils and soil stockpiles
 - c. Establish permanent vegetation
 - d. Prevent sediment damage to adjacent properties and other designated areas
 - e. Schedule of erosion and sediment control practices
 - f. Use temporary sedimentation basins

- g. Stabilization of steep slopes
 - h. Control the storm water leaving the site
 - i. Stabilize all waterways and outlets
 - j. Protect storm sewers from the entrance of sediment, debris and trash
 - k. Control waste, such as discarded building materials, concrete truck washout, chemicals, litter and sanitary waste that may adversely impact water quality
 - l. When working in or crossing water resources, take precautions to contain sediment.
 - m. Restabilize utility construction areas as soon as possible
 - n. Protect paved roads from sediment and mud brought in from access routes
 - o. Dispose of temporary erosion and sediment control measures
 - p. Maintain all temporary and permanent erosion and sediment control practices
 - q. Removal of sediment from streets at the end of each day
3. Contents of Plan: The erosion and sediment control plan shall include the following:
- a. Contact information for the Permittee
 - b. Project description: the nature and purpose of the land disturbance activity and the amount of grading involved
 - c. Phasing of construction: the nature and purpose of the land disturbance activity and the amount of grading, utilities, and building construction
 - d. Existing and proposed site conditions: existing and proposed topography, vegetation, and drainage
 - e. Adjacent areas, neighboring streams, lakes, wetlands, residential areas, roads, etc., which might be affected by the land disturbance activity
 - f. Soils: soil names, mapping units, erodibility
 - g. Critical erosion areas: areas on the site that have potential for serious erosion problems
 - h. Erosion and sediment control measures: methods to be used to control erosion and sedimentation on the site, both during and after the construction process
 - i. Temporary and Permanent stabilization: how the site will be stabilized during and after construction is completed, including specifications
 - j. Storm water management: how storm runoff will be managed, including methods to be used if the development will result in increased peak rates or volume of runoff
 - k. Maintenance: schedule of regular inspections and repair of erosion and sediment control structures
 - l. Calculations: any that were made for the design of such items as sediment basins, diversions, waterways, and other applicable practices

E. Plan Review:

- 1. General: The City appoints the City Engineer to review the erosion and sediment control plan to ensure compliance with the City of Roseville Erosion and Sediment Control Standards.
- 2. Permit required: If the City determines that the erosion and sediment control plan meets the requirements of this article, the City shall issue a permit, valid for a specified period of time that authorizes the land disturbance activity contingent on the implementation and completion of the erosion and sediment control plan.
- 3. Denial: If the City determines that the erosion and sediment control plan does not meet the requirements of this article, the City shall not issue a permit for the land disturbance activity. The erosion and sediment control plan must be resubmitted for

approval before the land disturbance activity begins. No land use and building permits may be issued until the Permittee has an approved erosion and sediment control plan.

4. Permit suspension: If the City determines that the approved plan is not being implemented according to the schedule or the control measures are not being properly maintained, all land use and building permits must be suspended and stop work order issued until the Permittee has fully implemented and maintained the control measures identified in the approved erosion and sediment control plan.

F. Plan Implementation And Maintenance:

All storm water pollution controls noted on the approved erosion and sediment control plan shall be installed before commencing the land disturbance activity, and shall not be removed without City approval or issuance of a Certificate of Completion.

The Permittee shall be responsible for proper operation and maintenance of all stormwater pollution controls and soil stabilization measures in conformance with best management practices. The Permittee shall also be responsible for maintenance, clean-up and all damages caused by flooding of the site or surrounding area due to in-place erosion and sediment control. The foregoing responsibilities shall continue until a Certificate of Completion is issued to the Permittee by the City for the land disturbance activity.

G. Modification of Plan:

An approved erosion and sediment control plan may be modified on submission of an application for modification to the City and subsequent approval by the City Engineer. In reviewing such application, the City Engineer may require additional reports and data.

H. Escrow Requirement:

The City shall require the Permittee to escrow a sum of money sufficient to ensure the inspection, installation, maintenance, and completion of the erosion and sediment control plan and practices. Escrow amounts shall be set from time to time by the City Council. Upon project completion and the issuance of a Certificate of Completion any remaining amount held in escrow shall be returned to the Permittee.

I. Enforcement:

If the City determines the erosion and sedimentation control is not being implemented or maintained according to the approved plan, the Permittee will be notified and provided with a list of corrective work to be performed. The corrective work shall be completed by the Permittee within forty-eight (48) hours after notification by the City. Notification may be given by:

- a. Personal delivery upon the Permittee, or an officer, partner, manager or designated representative of the Permittee.
 - b. E-mail or facsimile by sending such notice to the e-mail address or facsimile number provided by the Permittee.
1. Failure to Do Corrective Work: If a Permittee fails to perform any corrective work or otherwise fails to conform to any provision of this ordinance within the time stipulated, the City may take any one or more of the following actions:
 - a. Issue a stop work order whereupon the Permittee shall cease all land disturbance activity on the site until such time as the City determines the corrective measures that are necessary to correct the conditions for which the stop work order was issued. Once the necessary corrective actions have been determined the Permittee shall perform the corrective work. All corrective work must be completed before further land disturbance activity will be allowed to resume.
 - b. Complete the corrective work using City forces or by separate contract. The issuance of a land disturbance permit constitutes a right-of-entry for the City or

its contractor to enter upon the construction site for the purpose of completing the corrective work.

- c. Impose a monetary fine in an amount equal to twice the required permit fee.
- d. Charge the Permittee for all staff time expended and costs incurred by the City to:
 - i. perform any corrective work required by the City,
 - ii. perform such inspections and reinspections of the site on which the land disturbance activity is occurring as the City deems necessary, and/or
 - iii. coordinate and communicate with the Permittee regarding any corrective work, inspections, reinspections or other remedial actions which the City deems necessary to implement as a result of the failure of the Permittee to conform to the provisions of this ordinance, and
 - iv. remedy any other failure of the Permittee to conform to provisions of this ordinance.

The cost for staff time shall be determined by multiplying the staff member's hourly rate times 1.9 times the number of hours expended, for all staff members (including administrative employees) involved in such corrective work, communications, coordination of activities, inspections, reinspections and other remedial actions. All amounts charged shall be paid by the Permittee within 30 days of the delivery by the City of a written invoice which describes such charges.

- e. Draw on the escrow amount for all staff costs incurred, and payments due to the City as a result of the exercise by the City of any remedy available to the City pursuant to this ordinance.
- f. Assess that portion of any unpaid charges which are attributable to the removal or elimination of public health or safety hazards from private property pursuant to Minnesota Statutes Section § 429.101.
- g. Pursue any other legal equitable remedy which is available to the City.

The remedies listed in this ordinance are not exclusive of any other remedies available under any applicable federal, state or local law and it is within the discretion of the City to seek cumulative remedies. (Ord. 1416, 9-26-2011)

CHAPTER 1017

SHORELAND, WETLAND AND STORM WATER MANAGEMENT

SECTION:

- 1017.01: Short Title
- 1017.02: Jurisdiction
- 1017.03: Statutory Authorization
- 1017.04: Policy; Statement of Purpose
- 1017.05: Definitions
- 1017.06: Enforcement Compliance
- 1017.07: Disclaimer
- 1017.08: Interpretation
- 1017.09: Severability
- 1017.10: Abrogation and Greater Restrictions
- 1017.11: Administration
- 1017.12: Water Management Overlay Districts
- 1017.13: Shoreland Classifications
- 1017.14: Water Management Overlay District Lot Standards
- 1017.15: Additional Lot Dimension Requirements
- 1017.16: Structure Design Standards
- 1017.17: General Design Criteria for Structures
- 1017.18: Design Criteria for Commercial, Industrial, Public and Semi-Public Uses
- 1017.19: Notifications to the Department of Natural Resources
- 1017.20: Variances
- 1017.21: Conditional Uses
- 1017.22: Nonconformities
- 1017.23: Subdivision/Platting Provisions
- 1017.24: Planned Unit Development Requirements - Repealed (Ord. 1405, 2-28-2011)
- 1017.25: Grading, Filling and Land Alteration
- 1017.26: Storm Water Management
- 1017.27: Amendment

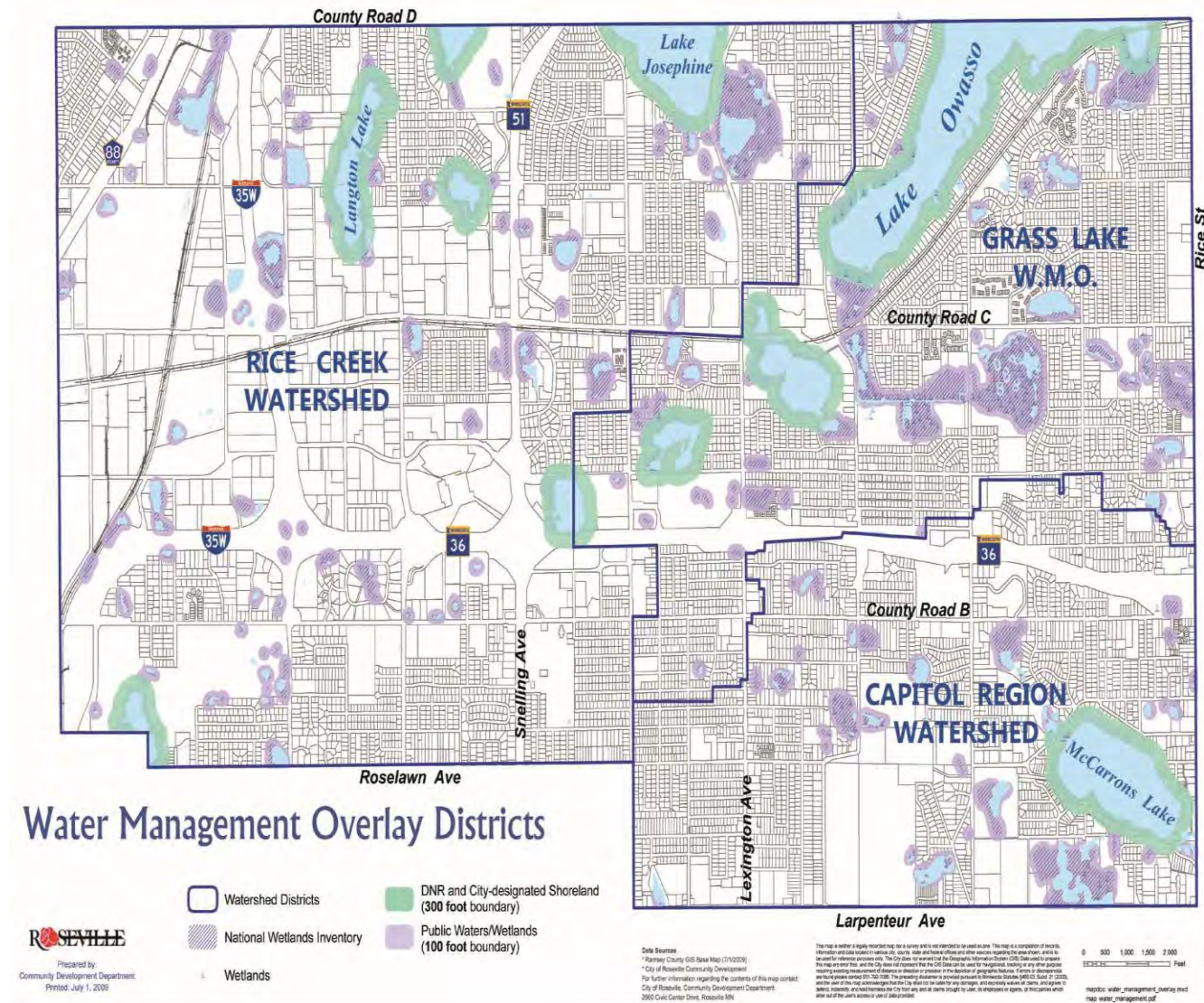
1017.01: SHORT TITLE:

The name of this Chapter shall be *THE CITY OF ROSEVILLE SHORELAND, WETLAND, AND STORM WATER MANAGEMENT ORDINANCE*. (Ord. 1156, 12-12-94)
(Ord. 1359, 1-28-2008)

1017.02: JURISDICTION:

The provisions of this Chapter shall apply to the shoreland, wetland and storm water

management overlay districts and the City in general as each section specifies. (Ord. 1156, 12-12-94) (Ord. 1359, 1-28-2008)



(Ord. 1359, 1-28-2008)

1017.03: STATUTORY AUTHORIZATION:

This Shoreland, Wetland and Storm Water Management Chapter is adopted pursuant to the authorization and policies contained in Minnesota Statutes chapters 103B, 105, 462 and 497; Minnesota Rules, parts 6120.2500 through 6120.3900; Minnesota Rules chapters 8410 and 8420. (Ord. 1156, 12-12-94) (Ord. 1359, 1-28-2008)

1017.04: POLICY; STATEMENT OF PURPOSE:

A. Waters and Wetland Policy:

1. The City's Comprehensive Land Use Plan identifies specific goals and policies related to the proper management of its shoreland, lakes, wetlands, water and soil resources.
2. The City recognizes that the uncontrolled use of shorelands, wetlands, and land alteration activities in general in the City affects the public health, safety and general welfare not only by contributing to the pollution of surface and ground waters, but also

by impairing the local tax base.

3. Land development and use impact all receiving waters, especially lakes, by contributing to their impairment through point and nonpoint pollution sources.

4. The City has adopted a Surface Water Management Plan that recognizes that its storm water system is integrated with the management of its natural lakes and wetlands.

5. Therefore, the City has determined that it is in the best interests of the public to manage its Comprehensive Plan and Surface Water Management Plan by a consolidated approach with this Chapter to avoid conflict and duplication to the maximum practical extent.

B. Statement of Purpose: to achieve the policies described in the City Comprehensive Plan, State and Federal policies and statutes, the City intends to determine, control and guide future development within and surrounding those land areas which are contiguous to designated bodies of public water and areas of "natural environmental significance" as herein defined and regulated. Specifically, this Chapter purports to:

1. Regulate the placement of sanitary and storm water disposal facilities on lots;

2. Regulate the area of a lot and the length of water frontage suitable for a building site;

3. Regulate alteration of the shorelands and wetlands of public waters;

4. Control natural environment areas of ecological value to maintain existing aquatic, vegetation and wildlife conditions to the maximum extent possible;

5. Regulate the use and subdivision of land within the corporate limits as it relates to public waters, shorelands and storm water;

6. Provide variances from the minimum standards and criteria. (Ord. 1156, 12-12-94)

(Ord. 1359, 1-28-2008)

1017.05: DEFINITIONS:

Unless specifically defined below, words or phrases used in this Chapter shall be interpreted so as to give them the same meaning as they have in common usage and to give this Chapter its most reasonable application. For the purpose of this Chapter, the words "must" and "shall" are mandatory and not permissive. All distances, unless otherwise specified, shall be measured horizontally.

As used in this Chapter, the following words and terms shall have the meanings ascribed to them in this Section:

ACCESSORY STRUCTURE OR FACILITY: Any building or improvement subordinate to a principal use which, because of the nature of its use, can reasonably be located at or greater than normal structure setbacks (such as a detached garage).

BLUFF: A topographic feature such as a hill, cliff, or embankment having the following characteristics (an area with an average slope of less than 18 percent over a distance for 50 feet or more shall not be considered part of the bluff):

A. Part or all of the feature is located in a shoreland area;

B. The slope rises at least twenty five (25) feet above the ordinary high water level of the waterbody;

C. The grade of the slope from the toe of the bluff to a point twenty five (25) feet or more above the ordinary high water level averages thirty percent (30%) or greater; and

D. The slope must drain toward the waterbody.

BLUFF IMPACT ZONE: A bluff, and, only in shoreland districts, land located thirty (30) feet landward from the top of a bluff.

BOARD OF ADJUSTMENT AND APPEAL: The Roseville City Council and Mayor.

BOATHOUSE: A structure designed and used solely for the storage of water crafts, boats, boating or water craft equipment.

BUILDING LINE: A line parallel to a lot line or the ordinary high water level at the

required setback beyond which a structure may not extend.

COMMERCIAL USE: The principal use of land or buildings for the sale, lease, rental, or trade of products, goods, and services.

COMMISSIONER: The Commissioner of the Department of Natural Resources.

CONDITIONAL USE: A "land use" or "development" as defined by City Code that may not be appropriate generally, but may be approved by the City Council with appropriate restrictions as provided by the City Code upon a finding that certain conditions as detailed in the Zoning Ordinance exist, the use or development conforms to the comprehensive land use plan of the community, and the use, through the imposition of conditions, is compatible with the existing neighborhoods.

CONDITIONAL USE PERMIT: A permit specially and individually granted in accordance with this Code, by the City Council after review thereof by the Planning Commission as a flexibility device to enable the City Council to assign dimensions or conditions to a proposed use, after consideration of the impacts on or functions of adjacent and nearby properties and the special problems that the proposed use presents.

DECK: A horizontal, unenclosed platform with or without attached railings, seats, trellises, or other features, attached or functionally related to a principal use or site and at any point extending more than three (3) feet above ground.

DOCK: A seasonal water-oriented accessory structure or walkway extended from the ordinary high water level into the bed of public waters for access to open water and anchorage of water craft.

DUPLEX, TRIPLEX AND QUAD: A dwelling structure on a single lot, having two (2), three (3), and four (4) units, respectively, being attached by common walls and each unit equipped with separate sleeping, cooking, eating, living, and sanitation facilities.

DWELLING SITE: A designated location for residential use by one or more persons using temporary or movable shelter, including camping and recreational vehicle sites.

DWELLING UNIT: Any structure or portion of a structure, or other shelter designed as short- or long-term living quarters for one or more persons, including rental or timeshare accommodations such as hotel, and resort rooms and cabins.

EXTRACTIVE USE: The use of land for surface or subsurface removal of sand, gravel, rock, industrial minerals, other nonmetallic minerals, and peat not regulated under Minnesota Statutes, sections 93.44 to 93.51.

GAZEBO: A seasonal water-oriented accessory structure used as a detached nonheated shelter. It may have a roof, floor, screen walls, but has no sewer or water service.

GUEST COTTAGE: A structure used as a dwelling unit that may contain sleeping spaces and kitchens and bathroom facilities in addition to those provided in the primary dwelling unit on a lot.

HARDSHIP: The same as that term is defined in Minnesota Statutes chapter 462 (for municipalities).

HEIGHT OF BUILDING: "Height of building" shall be as defined in the Minnesota State Building Code. It means the vertical distance between the highest adjoining ground level at the building or ten (10) feet above the lowest ground level, whichever is lower, and the highest point of a flat roof or average height of the highest gable of a pitched or hipped roof.

INDUSTRIAL USE: The use of land or buildings for the production, manufacture, warehousing, storage, or transfer of goods, products, commodities, or other wholesale items.

INTENSIVE VEGETATION CLEARING: The complete removal of trees or shrubs in a contiguous patch, strip, row, or block.

LIFT: A mechanical device used to lift a boat from the water.

LOT: A parcel of land designated by plat, metes and bounds, registered land survey,

auditors plot, or other accepted means and separated from other parcels or portions by said description for the purpose of sale, lease, or separation.

LOT WIDTH: The shortest distance between lot lines measured at the midpoint of the building line.

NONCONFORMING USE: A nonconforming use is any use or arrangement of land or structures legally existing prior to the enactment of a Code provision prohibiting such use.

NONCONFORMING USES: Any use of a building or premises which, on the effective date of this Chapter, does not, even though lawfully established, comply with all of the applicable use regulations of the zoning district in which such building or premises is located (also see definition of Substandard Use).

ORDINARY HIGH WATER LEVEL: The boundary of public waters and wetlands, and shall be an elevation delineating the highest water level which has been maintained for a sufficient period of time to leave evidence upon the landscape, commonly that point where the natural vegetation changes from predominantly aquatic to predominantly terrestrial. For watercourses, the ordinary high water level is the elevation of the top of the bank of the channel. For reservoirs and flowages, the ordinary high water level is the operating elevation of the normal summer pool.

PATIO: An inground surface of paving or wood materials, not attached to the main structure.

PORCH, SCREENED: A seasonal habitable addition to a residential structure, considered part of the structure.

PUBLIC WATERS: Any "waters" as defined in Minnesota statutes, section 103G.005, subdivisions 15 and 18.

SEMI-PUBLIC USE: The use of land by a private, nonprofit organization to provide a public service that is ordinarily open to some persons outside the regular constituency of the organization.

SENSITIVE RESOURCE MANAGEMENT: The preservation and management of areas unsuitable for development in their natural state due to constraints such as shallow soils over ground water or bedrock, highly erosive or expansive soils, steep slopes, susceptibility to flooding, or occurrence of flora or fauna in need of special protection.

SETBACK: The minimum horizontal distance between a structure, sewage treatment system, or other facility and an ordinary high water level, sewage treatment system, top of a bluff, road, highway, property line, or other facility.

SEWER SYSTEM: The combination of public and private pipelines or conduits, pumping stations, and force main, and all other construction, devices, appliances, or appurtenances used for conducting sewage or industrial waste or other wastes to a point of ultimate disposal in a public sewage treatment facility.

SHORE IMPACT ZONE: Land located between the ordinary high water level of public water and a line parallel to it at a setback of fifty percent (50%) of the structure setback.

SHORELAND: Land located within 1,000 feet from the ordinary high water level of the lakes classified in section 1017.13 of this chapter. The limits of the shorelands may be reduced whenever the waters involved are bounded by topographic divides which extend landward from the waters for lesser distances and when approved by the MnDNR commissioner. (Ord. 1359, 1-28-2008)

SHORELAND MANAGEMENT DISTRICT: Land located within three hundred (300) feet from the ordinary high water level; or the first tier of riparian lots or the first tier of lots beyond a public street when the street is adjacent to a public water body, whichever is greater, of certain public waters as established by the City Council as established by this code. (Ord. 1405, 2-28-2011)

SIGNIFICANT HISTORIC SITE: Any archaeological site, standing structure, or other

property that meets the criteria for eligibility to the National Register of Historic Places, is listed in the State Register of Historic Sites, or is determined to be an unplatted cemetery that falls under the provisions of Minnesota statutes, section 307.08. An historic site meets these criteria if it is presently listed on either register or if it is determined to meet the qualifications for listing after review by the Minnesota state archaeologist or the director of the Minnesota Historical Society. All unplatted cemeteries are automatically considered to be significant historic sites.

STEEP SLOPE: Land where agricultural activity or development is either not recommended or described as poorly suited due to slope steepness and the site's soil characteristics, as mapped and described in available county soil surveys or other technical reports, unless appropriate design and construction techniques and farming practices are used in accordance with the provisions of this chapter. Where specific information is not available, steep slopes are lands having average slopes over twelve percent (12%), as measured over horizontal distances of fifty (50) feet or more, that are not bluffs.

STORM WATER POND: A manmade pond capable of holding water seasonally or permanently, the purpose of which is to collect runoff, nutrients, and sediment prior to releasing water into wetlands and natural water bodies.

STRUCTURE: Any building or appurtenance, including attached or detached decks and fences. "Structure" does not include aerial or underground utility lines, such as sewer, electric, telephone, telegraph, gas lines, towers, poles, seasonal docks, and other supporting facilities such as at grade driveways and patios.

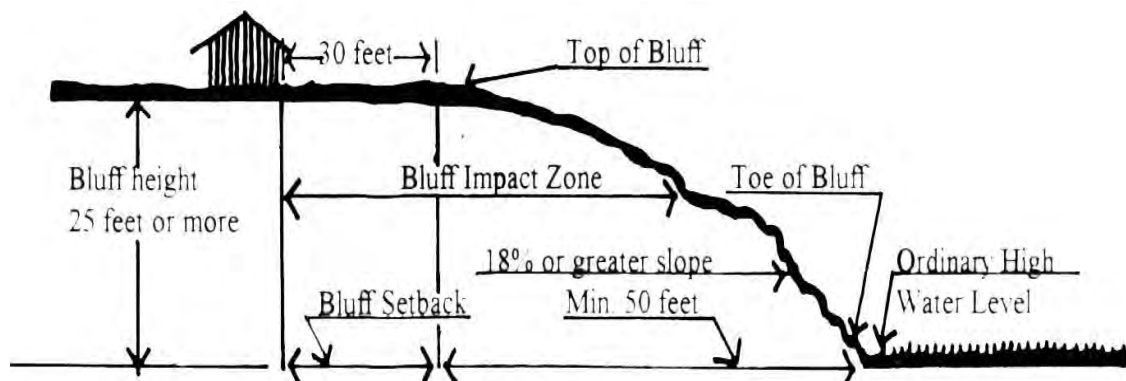
SUBDIVISION: Land that is divided for the purpose of sale, rent, or lease. (Ord. 1405, 2-28-2011)

SUBSTANDARD USE: Any use of shorelands existing prior to the date of enactment of any city ordinance which is permitted within the applicable zoning district, but does not meet the minimum lot area and length of water frontage, structure setbacks, or other dimensional standards of the ordinance.

SURFACE WATER ORIENTED COMMERCIAL USE: The use of land for commercial purposes, where access to and use of surface water feature is an integral part of the normal conductance of business. Marinas, resorts, and restaurants with transient docking facilities are examples of such use.

TOE OF THE BLUFF: The lower point of a fifty (50) foot segment with an average slope exceeding eighteen percent (18%) located in bluff impact zone. See illustration following definition of Top of The Bluff.

TOP OF THE BLUFF: The higher point of a fifty (50) foot segment with an average slope exceeding eighteen percent (18%) located in bluff impact zone. See illustration below.



VARIANCE: The same as that term is defined or described in Minnesota statutes, chapter 462 (for municipalities).

WATER ORIENTED ACCESSORY STRUCTURE OR FACILITY: A small, aboveground building or other improvement, (except stairways, fences, docks, and retaining walls), which, because of the relationship of its use to a surface water feature, reasonably needs to be located closer to public waters than the normal structure setback. Examples of such structures and facilities include boathouses, gazebos, screen houses, fish houses, pump houses, and detached decks.

WETLAND: A land form that is transitional between "terrestrial" and "aquatic systems" as defined in Minnesota statutes, section 103G.005, subdivision 19.

WETLAND BOUNDARY: The boundary line between what is considered to be upland and wetland using the methodology for delineating wetlands as prescribed in Minnesota statutes, section 103G.2242, subdivision 2. (Ord. 1156, 12-12-1994; amd. Ord. 1270, 9-23-2002)

(Ord. 1359, 1-28-2008) (Ord. 1405, 2-28-2011)

1017.06: ENFORCEMENT COMPLIANCE:

The use of any shoreland of public waters, the size and shape of lots, the use, size, type and location of structures on lots; the installation and maintenance of water supply and waste disposal facilities; the filling, grading, lagooning, or dredging of any shoreland area; the cutting of shoreland vegetation and the subdivision of lots shall be in full compliance with the terms of this chapter and other applicable regulations. Construction of buildings, water supply and city utility service systems and erection of signs shall require a permit, unless otherwise expressly excluded by the requirements of this chapter. (Ord. 1156, 12-12-1994) (Ord. 1359, 1-28-2008)

1017.07: DISCLAIMER:

This chapter does not imply that areas outside of the shoreland, wetland and storm water management overland district or land uses permitted within that district will be free from flooding or flood damages. This chapter does not create liability on the part of the city or its officers or employees for any flood damage that may result from reliance on this chapter or any administrative decisions made under it. (Ord. 1156, 12-12-1994) (Ord. 1359, 1-28-2008)

1017.08: INTERPRETATION:

In their interpretation and application, the provisions of this chapter shall be held to be minimum requirements and shall be liberally construed in favor of the governing body and shall not be deemed a limitation or repeal of any other powers granted by state statutes. (Ord. 1156, 12-12-1994) (Ord. 1359, 1-28-2008)

1017.09: SEVERABILITY:

If any section, clause, provision or portion of this chapter is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this chapter shall not be affected thereby. (Ord. 1156, 12-12-1994) (Ord. 1359, 1-28-2008)

1017.10: ABROGATION AND GREATER RESTRICTIONS:

It is not intended by this chapter to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this chapter imposes greater restrictions, the provisions of this chapter shall prevail. (Ord. 1156, 12-12-1994) (Ord. 1359, 1-28-2008)

1017.11: ADMINISTRATION:

- A. Enforcement: The Community Development Department is responsible for the overall administration and enforcement of this chapter. Any violation of the provisions of this chapter, the provisions of any permit issued in accordance with this chapter or failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with grants of variances or conditional uses) shall constitute a misdemeanor and shall be "punishable" as defined by law or as otherwise provided in this code.
- B. Permits Required:
 - 1. In addition to any permit requirements of an underlying district or specific shoreland or waterfront improvements, permits are required for the construction of retaining walls, driveways, parking lots, patios, fences, water related accessory structures, watercraft accessory devices and signs within the building setback area from the ordinary high water mark. Application for a permit shall be made to the Community Development Department on the forms provided. The application shall include the necessary information including visual displays, soil, slope and vegetation protection plans so that city staff can determine the site's suitability for the intended use.
 - 2. All permits within this chapter must specify a termination date, not to exceed 12 months from the date of issuance. A permit may be determined to be null and void by the Community Development Department if it is determined after issuance that false supporting information was filed with the permit application. As part of any such determination, the Director may issue a stop work order, post the same on site, send a copy by certified mail to the permittee and determine what other enforcement action is necessary.
- C. Certificate of Zoning Compliance: The Community Development Department shall issue a certificate of zoning compliance for each activity requiring a permit as specified in this chapter. This certificate shall specify that the use of land conforms to the requirements of this Chapter. (Ord. 1156, 12-12-1994)
(Ord. 1359, 1-28-2008) (Ord. 1405, 2-28-2011)

1017.12: WATER MANAGEMENT OVERLAY DISTRICTS:

- A. Creation: The Water Management Overlay District hereby created and is divided into the following subdistricts as shown on the Official Zoning Map or an attachment thereto: the Shoreland District, the Wetland Protection District, and the Storm Water District.
 - 1. Shoreland District: All land meeting the definition of shoreland adjacent to the public waters listed in Section 1017.13 of this Chapter. (Ord. 1359, 1-28-2008)
 - 2. Wetland Protection District: All upland within one hundred (100) feet of the wetland boundary of wetlands and those public waters not specifically listed as shoreland.
 - 3. Storm Water District: All land either within one hundred (100) feet of the normal water level of constructed storm water ponds or wetlands managed for storm water quantity and quality management purposes, or all land below the 100-year flood elevation of such ponds or wetlands, whichever is most restrictive.
- B. Official Zoning Map: The amended Official Zoning Map, with Water Management Overlay Districts, is hereby adopted by reference and declared to be a part of this Chapter.
- C. Maintenance of Records: Said Official Zoning Map shall be on file in the office of the Community Development Department. The Community Development Department shall maintain the necessary records to maintain and display the Official Zoning Map as amended. (Ord. 1405, 2-28-2011)

- D. Boundaries: The boundaries of the overlay districts as shown on the Official Zoning Map are considered to be approximate and must be established on the ground at the time of any application for permit, variance, conditional use or subdivision of land. (Ord. 1405, 2-28-2011)
- E. Allowable Land Uses: The existing zoning on the site shall specify the allowable land uses but all such uses must additionally comply with any more restrictive standards and criteria of this Chapter.
- F. Private Sewer Systems Prohibited: Individual on-site sewage treatment systems are prohibited in all Water Management Overlay Districts. (Ord. 1156, 12-12-1994) (Ord. 1359, 1-28-2008)

1017.13: SHORELAND CLASSIFICATIONS:

The following public waters of the City have been classified either consistent with the criteria found in Minnesota Regulations, part 6120.3300, and the Protected Waters Inventory Map for Ramsey County, Minnesota, or classified by the City when no classification was available from the Minnesota Department of Natural Resources. The "shoreland area" for the water bodies listed in the table below shall be as defined in this Chapter and shown on the Official Zoning Map. "Wetland protection areas" shall be as defined in subsection 1017.12A2 of this Chapter. "Storm water protection areas" shall be as defined in subsection 1017.12A3 of this Chapter. (Ord. 1156, 12-12-1994)

Shoreland Classification Table			
	<u>Lake Name</u>	<u>MnDNR ID#</u>	<u>Classification</u>
MnDNR Designated Shoreland:	Lake Josephine	57P	GD
	Lake Owasso	56P	GD
	Little Lake Johanna	58P	RD
	North Bennett	207P	GD
	McCarrons	54P	
City Designate Shoreland:	Langton Lake	49P	GD
	Zimmerman Lake	53W	GD
	Bennett Lake	48W	GD
	Walsh Lake	214W	GD
	Willow Lake	210W	GD
	Oasis Pond	205W	GD
GD=General Development RD=Recreational Development			

(Ord. 1156, 12-12-1994; amd. Ord. 1216, 12-14-1998) (Ord. 1359, 1-28-2008) (Ord. 1405, 2-28-2011)

1017.14: WATER MANAGEMENT OVERLAY DISTRICT LOT STANDARDS:

- A. Additional Standards: The following development standards are in addition to any standards that apply specifically to the underlying zoning district. Where there is conflict between the underlying and overlying district standards, the most restrictive shall apply.
- B. Lot Area and Width Standards: The lot area (in square feet) and lot width standards (in feet) for single and duplex housing on residential lots created after the date of enactment

of this Chapter for the lake classifications are the following:

1. Shoreland Overlay District Lot Standards:

	<u>Recreation Development Lakes</u>				<u>General Development Lakes</u>			
Underlying Zones	Riparian Lots		Nonriparian Lots		Riparian Lots		Nonriparian Lots	
	Area*	Width*	Area*	Width*	Area*	Width*	Area*	Width*
R-1 (Single Family)	15,000	100	11,000	85	15,000	100	11,000	85
R-2 (Duplex)	35,000	135	26,000	135	26,000	135	17,500	135
* Area means land above the normal ordinary high water level. (Ord. 1405, 2-28-2011)								

2. Wetland Overlay District Lot Standards: The minimum lot area, width and depth requirements of the underlying land use zoning district within this code shall apply provided that not more than 25% of the lot area may be included in any wetland area to meet the minimum lot area dimension.

3. Storm Water Overlay District Lot Standards: The minimum lot area, width and depth requirements of the underlying land use zoning district within this code shall apply provided that not more than 25% of the lot area may be included in any storm pond or wetland area (which is below the normal level of the adjacent storm water pond) to meet the minimum lot area dimension. (Ord. 1156, 12-12-1994)

(Ord. 1359, 1-28-2008)

1017.15: ADDITIONAL LOT DIMENSION REQUIREMENTS:

A. Dwelling Unit Densities: Only land above the ordinary high water level of public waters may be used to meet lot area standards. Lot width standards shall be met at both the ordinary high water level and at the building line. Not more than 25% of the lot area of each lot may be included in any wetland, which is below the normal ordinary high water level. (Ord. 1359, 1-28-2008) (Ord. 1405, 2-28-2011)

B. Controlled Accesses: Lots intended as controlled accesses to public waters or as recreation areas for use by owners of nonriparian lots within subdivisions shall be allowed only a conditional use and shall meet or exceed the following standards: (Ord. 1405, 2-28-2011)

1. They shall be suitable in terms of physical access and potential slope erosion and vegetation damage for the intended uses of controlled access lots;

2. They shall have a specific lot size not less than 170 feet (two 85-foot wide lots combined);

3. They shall be jointly owned by all purchasers of lots in the subdivision or by all purchasers of nonriparian lots in the subdivision who are provided riparian access rights on the access lot; and

4. Covenants or other equally effective legal instruments shall be developed that specify which lot owners have authority to use the access lot and what activities are allowed. The activities may include watercraft launching, loading, storage, beaching, mooring, or docking. They may also include other outdoor recreational activities that do not significantly conflict with general public use of the public water or the enjoyment of

normal property rights by adjacent property owners. Examples of the nonsignificant conflict activities include swimming, sunbathing, or picnicking. The covenants shall limit the total number of vehicles allowed to be parked and the total number of watercraft allowed to be continuously moored, docked, or stored over water, and shall require centralization of all common facilities and activities in the most suitable locations on the lot to minimize topographic and vegetation alterations. They shall also require all parking areas, storage buildings, and other facilities to be screened by vegetation or topography as much as practical from view from the public water, assuming summer, leaf-on conditions. (Ord. 1156, 12-12-1994)

1017.16: STRUCTURE DESIGN STANDARDS:

- A. Placement of Structures on Lots: When more than one setback applies to a site, structures and facilities shall be located to meet the most restrictive setbacks. Where structures exist on the adjoining lots on both sides of a proposed building site, structure setbacks may be altered without a variance to conform to the average setback of adjoining structures from the ordinary high water level, provided the proposed building site is not located in a shore impact zone or in a bluff impact zone. Structures shall be located as follows:

STRUCTURE SETBACKS FROM WATER BODY				
Type of Water Body	Structure Setback from Water Body	Structure Setback from Bluff	Roads, Driveway, Parking and Other Impervious Surface or Setback	Maximum Bldg/Structure Height ⁴
MnDNR and City Public Waters	75 Ft. ^{1,3}	30 Ft.	30 Ft. ⁵	30 Ft.
Wetland	50 Ft. ^{2,3}	Not Applicable	30 Ft. ⁵	30 Ft.
Storm Pond	10 Ft. ^{2,3}	Not Applicable	10 Ft.	30 Ft.
1. Setback is measured from the normal ordinary high water level. 2. Setback is measured from the wetland or pond boundary. 3. One water- oriented accessory structure designed in accordance with subsection 1017.17C of this chapter may be set back a minimum distance of 10 feet from the ordinary high water level. 4. See subsection 1017.17G of this chapter. 5. A 30 foot setback from road or parking surfaces may include a combination of land within rights of way and adjacent to the right of way, as well as curb and gutter controlling runoff and sediment to a storm pond. Pedestrian trails shall be exempt from setback requirements.				

All other structure setback requirements shall be as stated in the underlying zoning district for each parcel.
(Ord. 1405, 2-28-2011)

- B. Additional Structure Standards for All Districts:

1. Bluff Impact Zones: Structures and accessory facilities, except stairways and landings, shall not be placed within bluff impact zones.
2. Commercial Or Industrial Land Uses: Commercial or industrial land uses without water oriented uses shall be located on lots or parcels without public waters frontage, or, if located on lots or parcels with public waters frontage, the principal structure, accessory buildings and parking areas, shall either be set back 150 feet from the ordinary high water level or be set back one hundred (100) feet and be 50% screened by opaque vegetation from view from the water by vegetation or topography, assuming summer, leaf-on conditions. (Ord. 1156, 12-12-1994)
3. Fences: In bluff impact, shoreland, and wetland zones, fences shall be set back the same distance from the shoreline as required for the principal structure or attached deck on the lot, except that a fence on a lot with a preexisting principal structure and attached deck may extend to the same setback as the deck or the structure. Fences shall be of similar design, texture, and color as the principal structure or shall be of an earth tone or color and material.

Fences used for safety or containment may be set within 25 feet of the OHWL. Such fences shall be a maximum of 25% opaque, and no more than 42 inches in height.

Such fences shall be clad in earth tone coatings.

With the exception of regulations in this subsection, fences in bluff impact, shoreland, and wetland zones shall meet all height and setback requirements of section 1011.08 of this title. Fences placed on the road side of a lot with water or wetland frontage shall comply with front yard fence requirements of section 1011.08 of this title. (Ord. 1270, 9-23-2002) (Ord. 1359, 1-28-2008) (Ord. 1405, 2-28-2011)

1017.17: GENERAL DESIGN CRITERIA FOR STRUCTURES:

- A. Low Floor Elevations: All habitable structures constructed within the overlay district shall be built with their lowest floor, including basement, no lower than the following elevation criteria, whichever provides the greater degree of protection as determined by the city engineer:
 1. Two feet above the 100-year flood elevation, if known; or
 2. At least three feet above the highest known water level, or three 3 feet above the ordinary high water level, whichever is higher; or
 3. At least three 3 feet above the "wetland boundary" as defined in Section 1017.05 of this Chapter.

The City Engineer shall develop and maintain a list of elevations of known 100-year flood levels, ordinary high water levels, highest known water levels and wetland boundary levels as they become available through special studies or the Minnesota Department of Natural Resources.
- B. Low Floor Elevations Exceptions: A variance may be granted from the elevation requirements specified in subsection A above only where a hardship is determined and provided the structure is flood-proofed according to State and Federal standards for floodplain areas.

Water-oriented accessory structures may have the lowest floor placed lower than the elevation determined in subsection A if the structure is constructed of flood-resistant materials to the elevation, electrical and mechanical equipment is placed above the elevation and, if long duration flooding is anticipated, the structure is built to withstand ice action and wind-driven waves and debris.
- C. Permitted Water-Oriented Accessory Structures: Each lot may have one water-oriented non-habitable accessory structure not meeting the normal structure setback in subsection 1017.16A of this Chapter if this water-oriented accessory structure complies

with the following provisions:

1. Water oriented accessory structure dimensional requirements:

- | | | |
|----|---|-----------------|
| a. | Maximum floor area: | 250 square feet |
| b. | Maximum width as viewed from water: | 12 feet |
| c. | Maximum height: | 10 feet |
| d. | Setback from ordinary high water: | * |
| e. | Boathouse setback from ordinary high water level: | 10 feet** |
| f. | Side yard setback from property line: | 20 feet |
| g. | Detached deck height above grade: | 8 feet |

* 50% of distance between ordinary high water mark and the structure setback from the water.

** Also permitted for docks, and off-season storage of ice fishing houses and docks.

2. The structure or facility shall be constructed of material architecturally similar in design, texture, and color to the principal structure on the lot; the design shall be reviewed by the City Planner prior to issuance of building permits.

3. The structure shall be screened a minimum of 50% by opaque vegetation or topography on the three walls seen from the lake with ecologically suited landscaping landward of the ordinary high water level from the lake.

4. The roof shall not be used as a deck or used as a storage area.

5. The structure or facility shall not be designed or used for human habitation and shall not contain utility systems.

D. Stairways, Chair Lifts, and Stair and Deck Landings: Stairways and chair lifts shall be used for achieving access up and down bluffs and steep slopes to shore areas. Stairways and lifts shall meet the following design requirements:

1. Stairways and chair lifts shall not exceed four feet in width on residential lots. Wider stairways may be used for commercial properties, and public open-space recreational properties; (Ord. 1405, 2-28-2011)

2. Stair and deck landings for stairways and chair lifts on residential lots shall not exceed 48 square feet in area. Landings larger than 48 square feet may be used for commercial properties, and public open-space recreational properties; (Ord. 1405, 2-28-2011)

3. Canopies or roofs shall not be permitted on stairways, chair lifts, or stair or deck landings;

4. Stairways, chair lifts, and stair or deck landings shall be either constructed above the ground on posts or pilings, or placed into the ground, provided they are designed and built in a manner that ensures control of soil erosion;

5. Stairways, chair lifts, and stair or deck landings shall be located in the most visually inconspicuous portions of lots, as viewed from the surface of the public water assuming summer, leaf-on conditions, whenever practical; and

6. Facilities such as ramps, chair lifts, or mobility paths for physically handicapped persons shall be permitted for achieving access to shore areas, provided that the dimensional and performance standards of subsections 1 through 5 are complied with in addition to the requirements of Minnesota Rules, Chapter 1340.

- E. Significant Historic Sites: No structure may be placed on a significant historic site in a manner that affects the values of the site unless adequate information about the site has been removed and documented in a public repository.
 - F. Steep Slopes, Visibility and Erosion: The Public Works and Community Development Directors shall evaluate possible soil erosion impacts and development visibility from public waters prior to issuance of a permit for construction of roads, driveways, structures, or other improvements on steep slopes. An erosion and sedimentation control plan shall be prepared as required by Section 803.04: Erosion and Sedimentation Control. When necessary, conditions shall be attached to the permit to preserve existing vegetation, screening of structures, vehicles, and other facilities as viewed from the surface of public waters, assuming summer, leaf-on vegetation. (Ord. 1342, 11-13-2006) (Ord. 1416, 9-26-2011)
 - G. Height of Structures: All structures in residential districts, except steeples and chimneys from churches and institutional uses, shall not exceed 30 feet in height.
 - H. Placement and Design of Roads, Driveways, and Parking Areas:
 - 1. Public and private roads and parking areas shall be designed to utilize natural vegetation and topography to achieve maximum screening from view of public waters. The Public Works Director shall review all roads and parking areas to ensure they are designed and constructed to minimize and control erosion, consistent with Section 803.04: Erosion and Sedimentation Control. (Ord. 1342, 11-13-2006) (Ord. 1416, 9-26-2011)
 - 2. Roads, driveways, and parking areas shall meet structure setbacks outlined in subsection 1017.16A and shall not be placed within bluff and shore impact zones, when other reasonable and feasible placement alternatives exist. If no alternatives exist, they may be placed within these areas, and shall be designed to minimize adverse impacts.
 - 3. Public and private watercraft, canoe rack storage, access ramps, approach roads, and access-related parking areas may be placed within shore impact zones provided the vegetative screening and erosion control conditions of this subsection are met. For private facilities, the grading and filling provisions of Section 1017.25 of this Chapter shall be met. (Ord. 1156, 12-12-94)
- (Ord. 1359, 1-28-2008)

1017.18: DESIGN CRITERIA FOR COMMERCIAL, INDUSTRIAL, PUBLIC AND SEMI-PUBLIC USES:

- A. Uses With Water-Oriented Needs: Surface water-oriented commercial uses and industrial, public, or semi-public uses with similar needs to have access to and use of public waters may be located on parcels or lots with frontage on public waters. Those uses with water-oriented needs must meet impervious coverage limits, setbacks, and other zoning standards in this Chapter. The uses shall also be designed to incorporate topographic and vegetative screening of parking areas and structures.
- B. Uses Without Water-Oriented Needs: Uses and surface parking without water-oriented needs shall be located on lots or parcels without public waters frontage, or, if located on lots or parcels with public waters frontage, must be set back double the normal ordinary high water level setback and shall be screened by fifty percent (50%) opaque or more screen from view from the water by vegetation or topography, assuming summer, leaf-on conditions. (Ord. 1156, 12-12-94) (Ord. 1359, 1-28-2008)

1017.19: NOTIFICATIONS TO THE DEPARTMENT OF NATURAL RESOURCES:

- A. Notice of Public Hearings: Copies of all notices of any public hearings to consider

variances, ordinance amendments, or conditional uses affecting a MnDNR designated shoreland district shall be sent to the MnDNR, Division of Waters Regional Hydrologist and postmarked at least ten days before the hearings. Notices of hearings to consider proposed subdivisions/plats shall include copies of the subdivision/plat.

- B. Notice of Approval: A copy of approved amendments and subdivisions/plats, and final decisions granting variances, or conditional uses in a MnDNR designated shoreland district shall be sent to the MnDNR, Division of Waters Regional Hydrologist and postmarked within ten (10) days of final action. (Ord. 1156, 12-12-94) (Ord. 1359, 1-28-2008)

(Ord. 1405, 2-28-2011)

1017.20: VARIANCES:

- A. Procedure: Variances in these overlay districts may only be granted in accordance with Minnesota Statutes, Chapter 462 and Section 1009.04 of this Title. A variance shall not circumvent the general purposes and intent of this Chapter. No variance shall be granted for a use that is prohibited within the zoning district in which the subject property is located. Conditions may be imposed in the granting of a variance to ensure compliance and to protect adjacent properties and the public interest.
- B. Notice of Approval: When a variance is approved in a MnDNR designated shoreland district after the Department of Natural Resources has formally recommended denial in the hearing record, the notification of the approved variance required in subsection 1017.19B shall also include the official summary of the public record/testimony, the findings of facts, and conclusions which supported the issuance of the variance. (Ord. 1156, 12-12-94) (Ord. 1359, 1-28-2008)

(Ord. 1405, 2-28-2011)

1017.21: CONDITIONAL USES:

Conditional uses allowable within shoreland areas shall be subject to all of the review and approval procedures of this Section 1009.02 of this Title. The following additional evaluation criteria and conditions apply within shoreland areas:

- A. Evaluation Criteria: A thorough evaluation of the waterbody and the topographic, vegetation, and soil conditions on the site shall be made to ensure:
 - 1. The prevention of soil erosion or other possible pollution of public waters, both during and after construction;
 - 2. The visibility of structures and other facilities as viewed from public waters is limited;
 - 3. The types, uses, and numbers of watercraft that the project will generate can be safely accommodated on the site;
 - 4. The impact the proposed use may have on the water quality of the water body is not excessive.
- B. Conditions Attached to Conditional Use Approvals: The City Council, upon consideration of the criteria listed above and the purposes of this Chapter may attach such conditions to Conditional Use approvals as it deems necessary. Such conditions may include, but are not limited to, the following:
 - 1. Increased setbacks from the ordinary high water level;
 - 2. Limitations on the natural vegetation to be removed or the requirement that additional vegetation be planted; and
 - 3. Special provisions for the location, design, and use of structures, watercraft launching and docking areas, and vehicle parking areas. (Ord. 1156, 12-12-94)

(Ord. 1359, 1-28-2008) (Ord. 1405, 2-28-2011)

1017.22: NONCONFORMITIES:

All legally established nonconformities as of the date of this Code amendment may continue, but they shall be managed according to applicable State statutes and the requirements of Section 1002.04 of this Title for the subjects of alterations and additions, repair after damage, discontinuance of use and intensification of use. (Ord. 1405, 2-28-2011) The following standards apply to nonconforming lots and uses in the shoreland management areas:

- A. Construction on Nonconforming Lots of Record:
 - 1. Lots of record in the office on the County Recorder on the date of enactment of the City shoreland controls (March 27, 1974) that do not meet the requirements of this Chapter may be allowed as building sites without variances from lot size requirements provided; the use is permitted in the zoning district; all sanitary requirements of the City Code are complied with insofar as practical; and the minimum lot size and length of water frontage shall be not less than seventy percent (70%) of standard lot water frontage requirements; the lot has been in separate ownership from abutting lands since the original adoption of the City shoreland controls (March 27, 1974).
 - 2. A variance from setback requirements shall be obtained before any use or building permit is issued for a lot. In evaluating the variance, the Board of Adjustment shall consider, in addition to the requirements of Section 1017.20, public utilities available to the lot and shall deny the variance if adequate facilities cannot be provided. (Ord. 1359, 1-28-2008)
 - 3. If, in a group of two or more contiguous lots under one ownership since the original adoption of the City shoreland controls (March 27, 1974), any individual lot does not meet the requirements of Section 1017.17, the lot shall not be considered as a separate parcel of land for the purposes of development. The lot shall be combined with the one or more contiguous lots so they equal one or more parcels of land, each meeting the requirements of Sections 1017.14 through 1017.16 of this Chapter. (Ord. 1359, 1-28-2008)
- B. Additions/Expansions to Nonconforming Structures: All additions or expansions to the outside dimensions of an existing nonconforming structure must meet the setback, height, and other requirements of Sections 1017.14 through 1017.16. Any deviation from these requirements may only be authorized by a variance pursuant to Section 1017.20.
- C. Deck Additions: Deck additions may be allowed, without a variance, to a structure which does not meet the required setback from the ordinary high water level, if all of the following criteria and standards are met:
 - 1. The structure existed prior to the date the City's original shoreland structure setbacks were established on March 27, 1974.
 - 2. A thorough evaluation of the property and structure reveals no reasonable location for a deck meeting or exceeding the existing ordinary high water level setback of the structure.
 - 3. The new deck encroachment toward the ordinary high water level does not exceed 15% of the existing setback of the structure from the ordinary high water level or does not encroach closer than 30 feet, whichever is more restrictive; and the deck shall be constructed of materials similar to the materials of the principal structure, wood, or earth tone; and the new deck shall not be roofed or screened.
- D. Existing Decks: Existing decks, at the date of adoption of this Chapter, which meet the required setbacks and have had valid building permits, may be enclosed as part of the structure. Deck extensions beyond and from a nonconforming, enclosed deck which would increase the nonconforming setback, shall not be permitted. (Ord. 1156, 12-12-

1017.23: SUBDIVISION/PLATTING PROVISIONS:

- A. Land Suitability: Each lot created through subdivision shall be suitable for the proposed use as defined by the suitability analysis. Suitability analysis shall consider susceptibility to flooding, existence of wetlands, soil and rock formations with severe limitations for development, severe erosion potential, steep topography, availability of City sewer and water, near-shore aquatic conditions unsuitable for water-based recreation, important fish and wildlife habitat, presence of significant historic sites, or any other feature of the natural land likely to be harmful to the health, safety, or welfare of future residents of the proposed subdivision or of the community. (Ord. 1405, 2-28-2011)
- B. Consistency With Other Controls: Subdivisions shall conform to all official controls of this community. A subdivision shall not be approved where a later variance from one or more standards in official controls would be needed to use the lots for their intended purpose. Each lot shall meet the minimum lot size and dimensional requirements of Sections 1017.14 through 1017.16.
- C. Information Requirements: Sufficient information shall be submitted by the applicant for the community to make a determination of land suitability. The information shall include at least the following:
 - 1. Topographic contours at two (2) foot intervals or less from City public works maps or more accurate sources, showing limiting site characteristics;
 - 2. The surface water features required in Minnesota Statutes, section 505.02, subdivision 1, to be shown on plats, obtained from United States Geological Survey quadrangle topographic maps or more accurate sources;
 - 3. Adequate soil information to determine suitability for building and public utilities for every lot from the most current existing sources or from field investigations such as soil borings or other methods;
 - 4. Information regarding adequacy of domestic City water supply; extent of anticipated vegetation and topographic alterations; near-shore aquatic conditions, including depths, types of bottom sediments, and aquatic vegetation; and proposed methods for controlling storm water runoff and erosion, both during and after construction activities;
 - 5. Location of 100-year flood plain areas and floodway districts from existing adopted maps or data; and
 - 6. A line or contour representing ordinary high water level, the toe and the top of bluffs, and the minimum building setback distances from the top of the bluff and the lake or stream.
- D. Dedications: When an on-site storm water ponding area is required by a project to store surface water runoff, the City may require easements over natural drainage or ponding areas for future maintenance of storm water and significant wetlands.
- E. Platting: All subdivisions that create three or more lots or parcels that are two and one-half acres or less in size shall be processed as a plat in accordance with City Subdivision Regulations¹. (Ord. 1156, 12-12-94) (Ord. 1359, 1-28-2008)

1017.24: PLANNED UNIT DEVELOPMENT REQUIREMENTS- REPEALED (Ord. 1405, 2-28-2011)

1017.25: GRADING, FILLING AND LAND ALTERATION:

¹ Title 11 of this Code.

- A. Permit Required: No person, firm or corporation may engage in any excavation, grading, surfacing or filling of land in the City without first securing a permit as set forth in this Section.
1. Permit from City Engineer/Public Works Director: A permit is required from the City Engineer/Public Works Director or designee, for any of the following activities:
 - a. Placement of or grading of more than ten cubic yards of material on steep slopes adjacent to lakes and wetlands or within the shore or bluff impact zones.
 - b. Placement of or grading of more than 50 cubic yards of earthen material anywhere in the City.
 - c. Where filling or grading occurs within ten feet of a property line or when such activity alters the drainage patterns of adjacent properties.
 2. Permit from City Council: A permit from the City Council is required for any projects meeting the following criteria:
 - a. Any fill, grading, or drainage of a public water or a wetland, provided the City Council first determines that the project is either exempt from the 1991 Wetlands Conservation Act or certifies the replacement of any loss of wetland area, values and functions in accordance with Minnesota Rules, Chapter 8420 as amended. Questions relating to wetland type, location, area, functions and values must be referred to the technical advisory panel established by Minnesota Statutes section 103G.2242 as amended.
 - b. For any filling or excavating on developed land zoned LDR-1 or LDR-2 where the site is less than one acre and the fill or excavation exceeds 500 cubic yards. (Ord. 1405, 2-28-2011)
 - c. For any filling or excavating on developed land zoned LDR-1 or LDR-2 where the site is one acre or greater and the proposed fill/excavation exceeds 1,000 cubic yards. (Ord. 1405, 2-28-2011)
 - d. For any filling or excavating on undeveloped land zoned LDR-1 or LDR-2 where the site is less than one acre and the proposed fill/excavation exceeds 2,000 cubic yards. (Ord. 1405, 2-28-2011)
 - e. For any filling or excavating on undeveloped land zoned LDR-1 or LDR-2 where the site is greater than one acre and the proposed fill/excavation exceeds 4,000 cubic yards. (Ord. 1405, 2-28-2011)
 - f. For any filling or excavating on developed commercial/industrial property where the site is less than two and one-half acres and the proposed fill/excavation exceeds 2,500 cubic yards.
 - g. For any filling or excavating on developed commercial/industrial property where the site is greater than two and one-half acres and the proposed fill/excavation exceeds 5,000 cubic yards.
 - h. For any filling or excavating on undeveloped commercial/industrial property where the site is less than two and one-half acres and the proposed fill/excavation exceeds 5,000 cubic yards.
 - i. For any filling or excavating on undeveloped commercial/industrial property where the site is greater than two and one-half acres and the proposed fill/excavation exceeds 10,000 cubic yards.
- B. Applications For Permits, Additional Information: All applications for permits for grading and filling activities or land disturbances within the overlay district shall be accompanied by plans, specifications, and completion schedules in conformance with Section 803.04: Erosion and Sedimentation Control. (Ord. 1342, 11-13-2006) (Ord. 1416, 9-26-2011)
- C. Building Permits, Special Provisions: All building permits involving any excavation, fill or grading shall contain special provisions that specify:

1. That the permittee is responsible for the cleanup and any damages resulting from soil eroded from the building site onto public streets, into the storm sewer system and onto any adjoining private property as required in Section 803.04: Erosion and Sedimentation Control; and (Ord. 1342, 11-13-2006)
 2. That the permittee shall install and maintain erosion control as required in Section 803.04: Erosion and Sedimentation Control. (Ord. 1342, 11-13-2006) (Ord. 1416, 9-26-2011)
- D. Shoreland Alterations: Alterations of vegetation and topography shall be regulated to prevent erosion into public waters, fix nutrients, preserve shoreland aesthetics, preserve historic values, prevent bank slumping, and protect fish and wildlife habitat. Fill and grading activities within shoreland shall comply with subsections 1017.24A2a through A2i and 1017.24B. Erosion control measures shall comply with Section 803.04: Erosion and Sedimentation Control. (Ord. 1342, 11-13-2006) (Ord. 1405, 2-28-2011) (Ord. 1416, 9-26-2011)
- E. Vegetation Alterations in Shoreland Areas:
1. Exemption: Vegetation alteration necessary for the construction of structures and roads and parking areas regulated by Sections 1017.14 through 1017.16 of this Chapter are exempt from the vegetation alteration standards that follow.
 2. Vegetation Alteration Standards: Removal or alteration of vegetation is allowed subject to the following standards:
 - a. Intensive vegetation clearing within the shore and bluff impact zones and on steep slopes is not allowed. Intensive vegetation clearing outside of the impact zones is allowable as a conditional use if an erosion control and sedimentation plan is developed per the requirements of Section 803.04: Erosion and Sedimentation Control. (Ord. 1342, 11-13-2006) (Ord. 1359, 1-28-2008) (Ord. 1416, 9-26-2011)
 - b. In shore and bluff impact zones and on steep slopes, limited clearing of trees and shrubs and cutting, pruning, and trimming of trees may be allowed to provide a view to the water from the principal dwelling site and to accommodate the placement of lawns and new vegetation, stairways and landings, picnic areas, access paths, beach and watercraft access areas, and permitted water-oriented accessory structures or facilities, provided that the screening of structures, vehicles, or other facilities as viewed from the water, assuming summer, leaf-on conditions, is not substantially reduced; and
 - c. The above provisions are not applicable to the removal of trees, limbs, or branches that are dead, diseased, or pose safety hazards.
 3. Connections to Public Waters: Excavations where the intended purpose is connection to a public water, such as boat slips, canals, lagoons, and harbors, shall be controlled by subsections A through D of this section. Permission for excavations may be given only after the commissioner has approved the proposed connection to public waters and other needed approvals have been obtained. (Ord. 1156, 12-12-1994) (Ord. 1359, 1-28-2008) (Ord. 1416, 9-26-2011)

1017.26: STORM WATER MANAGEMENT:

The following general and specific standards shall apply to all developments within the city:

A. General Standards:

1. Existing Natural Drainageways: When possible, existing natural drainageways, and vegetated soil surfaces shall be used to convey, store, filter, and retain storm water runoff before discharge to public waters.
2. Minimum Disturbance: Development shall be planned and conducted in a manner that will minimize the extent of disturbed areas, runoff velocities, erosion potential, and reduce and delay runoff volumes. Disturbed areas shall be stabilized and protected as

soon as possible and facilities or methods used to retain sediment on the site.

3. Constructed Facilities: When development density, topographic features, and soil and vegetation conditions are not sufficient to adequately handle storm water runoff using natural features and vegetation, various types of constructed facilities such as diversions, settling basins, skimming devices, dikes, waterways, and ponds may be used. Preference shall be given to designs using surface drainage, vegetation, and infiltration rather than buried pipes and manmade materials and facilities.

B. Specific Standards:

1. Impervious Surface Coverage: Impervious surface coverage of a site shall not exceed 25% of the site area in a shoreland or wetland overlay district unless storm water is conveyed to an approved, on-site or regional storm water ponding/retention facility designed to accommodate the increased runoff prior to discharge from the site into public waters or wetlands.

2. Review by City Engineer: All proposed storm water facilities shall be reviewed by the city engineer and certified for compliance with the city's surface water management plan, National Urban Runoff Program (NURP) standards, the Minnesota Pollution Control Agency's (MPCA) Urban Best Management Practices, and any established standards of the water management organization having jurisdiction in the project area.

3. Commercial, Industrial, and Residential Development Affection: All commercial and industrial developments and redevelopments affecting more than five acres of land and all residential developments affecting more than five 5 acres of land shall:

a. Be served by storm water ponding facilities, on- or off-site, designed to remove a minimum of 90% of total suspended solids resulting from the runoff from a one inch rainfall event, and

b. Within the development, provide for settling chambers, sumps, dry ponds or other devices to provide for the filtering or settling of fine sands prior to discharge into the city's storm water system.

4. Private Storm Water Facilities: All private storm water facilities shall be maintained in proper condition consistent with the performance standards for which they were originally designed. All settled materials from ponds, sumps, grit chambers, and other devices, including settled solids, shall be removed and properly disposed of on a five year interval. One to five year waivers from this requirement may be granted by the city engineer when the owner presents evidence that the facility has additional capacity to remove settled solids in accordance with the original design capacity.

5. Inventory of Private Storm Water Facilities: Upon adoption of this chapter, the city engineer shall inventory and maintain a data base for all private storm water facilities requiring maintenance to assure compliance with this section. (Ord. 1239, 4-24-2000)

(Ord. 1359, 1-28-2008)

1017.27: AMENDMENT:

This chapter may be amended whenever the public necessity and the general welfare require such amendment by following the procedure specified in Section 1009.06 of this Code.

(Ord. 1405, 2-28-2011)

CHAPTER 1021

FLOODPLAIN REGULATIONS

SECTION:

- 1021.01: Statutory Authorization, Findings of Fact and Purpose
- 1021.02: General Provisions
- 1021.03: Establishment of Zoning Districts
- 1021.04: Floodway District (FW)
- 1021.05: Floodfringe District (FF)
- 1021.06: Procedures for Determining 1% Annual Chance Flood Elevations
(100-YR flood elevations) in Zone A
- 1021.07: Subdivisions
- 1021.08: Public Utilities, Railroads, and Bridges
- 1021.09: Placement of Recreation Vehicles
- 1021.10: Administration
- 1021.11: Nonconformities
- 1021.12: Penalties for Violation
- 1021.13: Amendments

1021.01: STATUTORY AUTHORIZATION, FINDINGS OF FACT AND PURPOSE

- A. Statutory Authorization: The legislature of the State of Minnesota has, in Minnesota Statutes Chapter 103F and Chapter 462 delegated the responsibility to local government units to adopt regulations designed to minimize flood losses. Therefore, the City Council of the City of Roseville, Minnesota does ordain as follows:
- B. Findings of Fact:
 - 1. The flood hazard areas of the City of Roseville, Minnesota, are subject to periodic inundation which results in potential loss of life, loss of property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures or flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety, and general welfare.
 - 2. Methods Used to Analyze Flood Hazards. This Ordinance is based upon a reasonable method of analyzing flood hazards which is consistent with the standards established by the Minnesota Department of Natural Resources.
 - 3. National Flood Insurance Program Compliance. This Ordinance is adopted to comply with the rules and regulations of the National Flood Insurance Program codified as 44 Code of Federal Regulations Parts 59 -78, as amended, so as to maintain the community's eligibility in the National Flood Insurance Program.
- C. Statement of Purpose: It is the purpose of this Ordinance to promote the public health, safety, and general welfare and to minimize those losses described in Section B-1 by provisions contained herein.

1021.02: GENERAL PROVISIONS

- A. Lands to Which Ordinance Applies: This Ordinance shall apply to all lands within the

- jurisdiction of the City of Roseville shown on the Official Zoning Map and/or the attachments thereto as being located within the boundaries of the Floodway, Flood Fringe, or General Flood Plain Districts.
- B. Establishment of Official Zoning Map: The Official Zoning Map together with all materials attached thereto is hereby adopted by reference and declared to be a part of this Ordinance. The attached material shall include the Flood Insurance Study for the Ramsey County, Minnesota (All Jurisdictions); Flood Insurance Rate Map panels therein numbered 27123C0012G, 27123C0015G, 27123C0016G, 27123C0020G, 27123C0036G, 27123C0038G, 27123C0080G, 27123C0085G and 27123C0101G; and the Flood Insurance Rate Map Index (Map Number 27123CIND0B), all dated June 4, 2010 and prepared by the Federal Emergency Management Agency. The Official Zoning Map shall be on file in the Office of Community Development
- C. Regulatory Flood Protection Elevation: The regulatory flood protection elevation shall be an elevation no lower than one foot above the elevation of the regional flood plus any increases in flood elevation caused by encroachments on the flood plain that result from designation of a floodway.
- D. Interpretation:
1. In their interpretation and application, the provisions of this Ordinance shall be held to be minimum requirements and shall be liberally construed in favor of the Governing Body and shall not be deemed a limitation or repeal of any other powers granted by state statutes.
 2. The boundaries of the zoning districts shall be determined by scaling distances on the Official Zoning Map. Where interpretation is needed as to the exact location of the boundaries of the district as shown on the Official Zoning Map, as for example where there appears to be a conflict between a mapped boundary and actual field conditions and there is a formal appeal of the decision of the Zoning Administrator, the Board of Adjustment shall make the necessary interpretation. All decisions will be based on elevations on the regional (100-year) flood profile, the ground elevations that existed on the site at the time the Community adopted its initial floodplain ordinance or on the date of the first National Flood Insurance Program map showing the area within the 100-year floodplain if earlier, and other available technical data. Persons contesting the location of the district boundaries shall be given a reasonable opportunity to present their case to the Board of Adjustment and to submit technical evidence.
- E. Abrogation and Greater Restrictions: It is not intended by this Ordinance to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this Ordinance imposes greater restrictions, the provisions of this Ordinance shall prevail. All other ordinances inconsistent with this Ordinance are hereby repealed to the extent of the inconsistency only.
- F. Warning and Disclaimer of Liability: This Ordinance does not imply that areas outside the flood plain districts or land uses permitted within such districts will be free from flooding or flood damages. This Ordinance shall not create liability on the part of the City of Roseville or any officer or employee thereof for any flood damages that result from reliance on this Ordinance or any administrative decision lawfully made thereunder.
- G. Severability: If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.
- H. Definitions: Unless specifically defined below, words or phrases used in this Ordinance shall be interpreted so as to give them the same meaning as they have in common usage and so as to give this Ordinance its most reasonable application.

1. Accessory Use or Structure - a use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure.
2. Basement - means any area of a structure, including crawl spaces, having its floor or base subgrade (below ground level) on all four sides, regardless of the depth of excavation below ground level.
3. Conditional Use - means a specific type of structure or land use listed in the official control that may be allowed but only after an in-depth review procedure and with appropriate conditions or restrictions as provided in the official zoning controls or building codes and upon a finding that:
 - a. Certain conditions as detailed in the zoning ordinance exist.
 - b. The structure and/or land use conform to the comprehensive land use plan if one exists and are compatible with the existing neighborhood.
4. Equal Degree of Encroachment - a method of determining the location of floodway boundaries so that flood plain lands on both sides of a stream are capable of conveying a proportionate share of flood flows.
5. Flood - a temporary increase in the flow or stage of a stream or in the stage of a wetland or lake that results in the inundation of normally dry areas.
6. Flood Frequency - the frequency for which it is expected that a specific flood stage or discharge may be equaled or exceeded.
7. Flood Fringe - that portion of the flood plain outside of the floodway. Flood fringe is synonymous with the term "floodway fringe" used in the Flood Insurance Study for Ramsey County, Minnesota (All Jurisdictions).
8. Flood Plain - the beds proper and the areas adjoining a wetland, lake or watercourse which have been or hereafter may be covered by the regional flood.
9. Flood Proofing - a combination of structural provisions, changes, or adjustments to properties and structures subject to flooding, primarily for the reduction or elimination of flood damages.
10. Floodway - the bed of a wetland or lake and the channel of a watercourse and those portions of the adjoining flood plain which are reasonably required to carry or store the regional flood discharge.
11. Lowest Floor - the lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, used solely for parking of vehicles, building access, or storage in an area other than a basement area, is not considered a building's lowest floor.
12. Manufactured Home - a structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured home" does not include the term "recreational vehicle."
13. Obstruction - any dam, wall, wharf, embankment, levee, dike, pile, abutment, projection, excavation, channel modification, culvert, building, wire, fence, stockpile, refuse, fill, structure, or matter in, along, across, or projecting into any channel, watercourse, or regulatory flood plain which may impede, retard, or change the direction of the flow of water, either in itself or by catching or collecting debris carried by such water.
14. Principal Use or Structure - means all uses or structures that are not accessory uses or structures.
15. Reach - a hydraulic engineering term to describe a longitudinal segment of a stream or river influenced by a natural or man-made obstruction. In an urban area, the segment of a stream or river between two consecutive bridge crossings would most typically constitute a reach.
16. Recreational Vehicle - a vehicle that is built on a single chassis, is 400 square feet or

- less when measured at the largest horizontal projection, is designed to be self-propelled or permanently towable by a light duty truck, and is designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use. For the purposes of this Ordinance, the term recreational vehicle shall be synonymous with the term travel trailer/travel vehicle.
17. Regional Flood - a flood which is representative of large floods known to have occurred generally in Minnesota and reasonably characteristic of what can be expected to occur on an average frequency in the magnitude of the 100-year recurrence interval. Regional flood is synonymous with the term "base flood", 1-percent annual chance flood or 100-year flood elevation.
 18. Regulatory Flood Protection Elevation - The regulatory flood protection elevation shall be an elevation no lower than one foot above the elevation of the regional flood plus any increases in flood elevation caused by encroachments on the flood plain that result from designation of a floodway.
 19. Structure - anything constructed or erected on the ground or attached to the ground or on-site utilities, including, but not limited to, buildings, factories, sheds, detached garages, cabins, manufactured homes, recreational vehicles not meeting the exemption criteria specified in Section 1021.09A1 of this Ordinance and other similar items.
 20. Substantial Damage - means damage of any origin sustained by a structure where the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.
 21. Substantial Improvement - within any consecutive 365-day period, any reconstruction, rehabilitation (including normal maintenance and repair), repair after damage, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the "start of construction" of the improvement. This term includes structures that have incurred "substantial damage," regardless of the actual repair work performed. The term does not, however, include either:
 - a. Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions.
 - b. Any alteration of an "historic structure," provided that the alteration will not preclude the structure's continued designation as an "historic structure." For the purpose of this Ordinance, "historic structure" shall be as defined in 44 Code of Federal Regulations, Part 59.1.
 22. Variance - means a modification of a specific permitted development standard required in an official control including this Ordinance to allow an alternative development standard not stated as acceptable in the official control, but only as applied to a particular property for the purpose of alleviating a hardship, practical difficulty or unique circumstance as defined and elaborated upon in a community's respective planning and zoning enabling legislation.
- I. Annexations: The Flood Insurance Rate Map panels adopted by reference into Section B above may include floodplain areas that lie outside of the corporate boundaries of the City of Roseville at the time of adoption of this ordinance. If any of these floodplain land area are annexed into the City of Roseville after the date of adoption of this ordinance, the newly annexed floodplain lands shall be subject to the provisions of this ordinance immediately upon the date of annexation into the City of Roseville.

1021.03: ESTABLISHMENT OF ZONING DISTRICTS

A. Districts:

1. Floodway District: The Floodway District shall include those areas designated as Zone AE and Zone A on the Flood Insurance Rate Map panels adopted in Section B that are below the ordinary high water level as defined in Minnesota Statutes, Section 103G.005, subdivision 14.
 2. Flood Fringe District: The Flood Fringe District shall include those areas designated as Zone AE and Zone A on the Flood Insurance Rate Map panels adopted in Section B that are below the 1% annual chance flood elevation (100-year flood elevation) but above the ordinary high water level as defined in Minnesota Statutes, Section 103G.005, subdivision 14. See Section 1021.06 for procedures to determine the 1% annual chance flood elevation (100-year flood elevation).
- B. Compliance: No new structure or land shall hereafter be used and no structure shall be constructed, located, extended, converted, or structurally altered without full compliance with the terms of this Ordinance and other applicable regulations which apply to uses within the jurisdiction of this Ordinance. Within the Floodway, Flood Fringe and General Flood Plain Districts, all uses not listed as permitted uses or conditional uses in Sections 1021.04 and 1021.05 that follow, respectively, shall be prohibited. In addition, a caution is provided here that:
1. Modifications, additions, structural alterations, normal maintenance and repair, or repair after damage to existing nonconforming structures and nonconforming uses of structures or land are regulated by the general provisions of this Ordinance and specifically Section 1021.11.
 2. As-built elevations for elevated or flood proofed structures must be certified by ground surveys and flood proofing techniques must be designed and certified by a registered professional engineer or architect as specified in the general provisions of this Ordinance and specifically as stated in Section 1021.10 of this Ordinance.

1021.04: FLOODWAY DISTRICT (FW)

The permitted and conditional uses listed below are only allowable in the floodway if not prohibited by any other underlying zoning district classifications of the City of Roseville and if not prohibited by any applicable state or federal law.

A. Permitted Uses:

1. General farming, pasture, grazing, outdoor plant nurseries, horticulture, and wild crop harvesting.
2. Boat launching ramps, swimming areas, parks, wildlife and nature preserves, and fishing areas.
3. Residential lawns, gardens and play areas.

B. Standards for Floodway Permitted Uses:

1. The use shall have a low flood damage potential.
2. The use shall be permissible in the underlying zoning district if one exists.
3. The use shall not obstruct flood flows or increase flood elevations and shall not involve structures, fill, obstructions, excavations or storage of materials or equipment.

C. Conditional Uses:

1. Extraction and storage of sand, gravel, and other materials.
2. Marinas, boat rentals, docks, piers, wharves, and water control structures.
3. Railroads, streets, bridges, utility transmission lines, and pipelines.
4. Placement of fill.

D. Standards for Floodway Conditional Uses:

1. All Uses. No fill (including fill for roads and levees), deposit, obstruction, or other

use may be allowed as a conditional use that will cause any increase in the stage of the 100-year or regional flood or cause an increase in flood damages in the reach or reaches affected.

2. All floodway conditional uses shall be subject to the procedures and standards contained in Section 1021.10D of this Ordinance.
3. The conditional use shall be permissible in the underlying zoning district if one exists.
4. Fill:
 - a. Fill, dredge spoil, and all other similar materials deposited or stored in the flood plain shall be protected from erosion by vegetative cover, mulching, riprap or other acceptable method.
 - b. Dredge spoil sites and sand and gravel operations shall not be allowed in the floodway unless a long-term site development plan is submitted which includes an erosion/sedimentation prevention element to the plan.
 - c. As an alternative, and consistent with Subsection (b) immediately above, dredge spoil disposal and sand and gravel operations may allow temporary, on-site storage of fill or other materials which would have caused an increase to the stage of the 100-year or regional flood but only after the Governing Body has received an appropriate plan which assures the removal of the materials from the floodway based upon the flood warning time available. The conditional use must be title registered with the property in the Office of the County Recorder.
5. Storage of Materials and Equipment. Storage of other materials or equipment may be allowed if readily removable from the area within the time available after a flood warning and in accordance with a plan approved by the Governing Body. The storage or processing of materials that are, in time of flooding, flammable, explosive, or potentially injurious to human, animal, or plant life is prohibited.
6. Community-wide structural works for flood control intended to remove areas from the regulatory flood plain shall not be allowed in the floodway.

1021.05: FLOOD FRINGE DISTRICT (FF)

- A. Permitted Uses: Permitted uses shall be those uses of land or structures listed as permitted uses in the underlying zoning use district(s). If no pre-existing, underlying zoning use districts exist, then any residential or non residential structure or use of a structure or land shall be a permitted use in the Flood Fringe District provided such use does not constitute a public nuisance. All permitted uses shall comply with the standards for Flood Fringe District "Permitted Uses" listed in Section 1021.05B.
- B. Standards for Flood Fringe Permitted Uses:
 1. All structures, including accessory structures, must be elevated on fill so that the lowest floor including basement floor is at or above the regulatory flood protection elevation. The finished fill elevation for structures shall be no lower than one (1) foot below the regulatory flood protection elevation and the fill shall extend at such elevation at least fifteen (15) feet beyond the outside limits of the structure erected thereon.
 2. As an alternative to elevation on fill, accessory structures that constitute a minimal investment and that do not exceed 500 square feet at its largest projection may be flood proofed in accordance with the following standards:
 - a. Accessory structures shall not be designed for human habitation.
 - b. Accessory structures shall be elevated on fill or structurally dry flood proofed in accordance with the FP-1 or FP-2 flood proofing classifications in the State Building Code. As an alternative, an accessory structure may be flood proofed to

the FP-3 or FP-4 flood proofing classification in the State Building Code and, for a detached garage, the detached garage must be used solely for parking of vehicles and limited storage. Flood proofed accessory structures must meet the following additional standards:

- (1) The structure must be adequately anchored to prevent flotation, collapse or lateral movement of the structure and shall be designed to equalize hydrostatic flood forces on exterior walls;
 - (2) Any mechanical and utility equipment in a structure must be elevated to or above the regulatory flood protection elevation or properly flood proofed; and
 - (3) To allow for the equalization of hydrostatic pressure, there must be a minimum of two "automatic" openings in the outside walls of the structure having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding. There must be openings on at least two sides of the structure and the bottom of all openings must be no higher than one foot above the lowest adjacent grade to the structure. Using human intervention to open a garage door prior to flooding will not satisfy this requirement for automatic openings.
3. The storage of any materials or equipment shall be elevated on fill to the regulatory flood protection elevation.
- C. Conditional Uses: Any structure that is not elevated on fill or flood proofed in accordance with Section 1021.05B1-B2 and or any use of land that does not comply with the standards in Section 1021.05B3 shall only be allowable as a conditional use. An application for a conditional use shall be subject to the standards and criteria and evaluation procedures specified in Sections 1021.05D-E and 1021.10D of this Ordinance.
1. Standards for Flood Fringe Conditional Uses:
 - a. Alternative elevation methods other than the use of fill may be utilized to elevate a structure's lowest floor above the regulatory flood protection elevation. These alternative methods may include the use of stilts, pilings, parallel walls, etc., or above-grade, enclosed areas such as crawl spaces or tuck under garages. The base or floor of an enclosed area shall be considered above-grade and not a structure's basement or lowest floor if: 1) the enclosed area is above-grade on at least one side of the structure; 2) it is designed to internally flood and is constructed with flood resistant materials; and 3) it is used solely for parking of vehicles, building access or storage. The above-noted alternative elevation methods are subject to the following additional standards:
 - (1) Design and Certification - The structure's design and as-built condition must be certified by a registered professional engineer or architect as being in compliance with the general design standards of the State Building Code and, specifically, that all electrical, heating, ventilation, plumbing and air conditioning equipment and other service facilities must be at or above the regulatory flood protection elevation or be designed to prevent flood water from entering or accumulating within these components during times of flooding.
 - (2) Specific Standards for Above-grade, Enclosed Areas - Above-grade, fully enclosed areas such as crawl spaces or tuck under garages must be designed to internally flood and the design plans must stipulate:
 - (a) A minimum area of openings in the walls where internal flooding is to be used as a flood proofing technique. There shall be a minimum of two openings on at least two sides of the structure and the bottom of all

openings shall be no higher than one-foot above grade. The automatic openings shall have a minimum net area of not less than one square inch for every square foot of enclosed area subject to flooding unless a registered professional engineer or architect certifies that a smaller net area would suffice. The automatic openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of flood waters without any form of human intervention; and

- (b) That the enclosed area will be designed of flood resistant materials in accordance with the FP-3 or FP-4 classifications in the State Building Code and shall be used solely for building access, parking of vehicles or storage.
 - b. Basements, as defined by Section 1021.02H2 of this Ordinance, shall be subject to the following:
 - (1) Residential basement construction shall not be allowed below the regulatory flood protection elevation.
 - (2) Non-residential basements may be allowed below the regulatory flood protection elevation provided the basement is structurally dry flood proofed in accordance with Section 1021.05C1c of this Ordinance.
 - c. All areas of non residential structures including basements to be placed below the regulatory flood protection elevation shall be flood proofed in accordance with the structurally dry flood proofing classifications in the State Building Code. Structurally dry flood proofing must meet the FP-1 or FP-2 flood proofing classification in the State Building Code and this shall require making the structure watertight with the walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effects of buoyancy. Structures flood proofed to the FP-3 or FP-4 classification shall not be permitted.
 - d. Storage of Materials and Equipment:
 - (1) The storage or processing of materials that are, in time of flooding, flammable, explosive, or potentially injurious to human, animal, or plant life is prohibited.
 - (2) Storage of other materials or equipment may be allowed if readily removable from the area within the time available after a flood warning and in accordance with a plan approved by the Governing Body.
 - e. The provisions of Section 1021.05C2 of this Ordinance shall also apply.
2. Standards for All Flood Fringe Uses:
- a. Commercial Uses - accessory land uses, such as yards, railroad tracks, and parking lots may be at elevations lower than the regulatory flood protection elevation. However, a permit for such facilities to be used by the employees or the general public shall not be granted in the absence of a flood warning system that provides adequate time for evacuation if the area would be inundated to a depth and velocity such that when multiplying the depth (in feet) times velocity (in feet per second) the product number exceeds four (4) upon occurrence of the regional flood.
 - b. Manufacturing and Industrial Uses - measures shall be taken to minimize interference with normal plant operations especially along streams having protracted flood durations. Certain accessory land uses such as yards and parking lots may be at lower elevations subject to requirements set out in Section 1021.05C2a above. In considering permit applications, due consideration shall be given to needs of an industry whose business requires

- that it be located in flood plain areas.
- c. Fill shall be properly compacted and the slopes shall be properly protected by the use of riprap, vegetative cover or other acceptable method. The Federal Emergency Management Agency (FEMA) has established criteria for removing the special flood hazard area designation for certain structures properly elevated on fill above the 100-year flood elevation - FEMA's requirements incorporate specific fill compaction and side slope protection standards for multi-structure or multi-lot developments. These standards should be investigated prior to the initiation of site preparation if a change of special flood hazard area designation will be requested.
 - d. Flood plain developments shall not adversely affect the hydraulic capacity of the channel and adjoining flood plain of any tributary watercourse or drainage system where a floodway or other encroachment limit has not been specified on the Official Zoning Map.
 - e. Standards for recreational vehicles are contained in Section 1021.09A.
 - f. All manufactured homes must be securely anchored to an adequately anchored foundation system that resists flotation, collapse and lateral movement. Methods of anchoring may include, but are not to be limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable state or local anchoring requirements for resisting wind forces.

1021.06: Procedures for determining 1% annual chance flood elevations (100-YR flood elevations) in Zone A

A. Reserved for Future Use

B. Procedures for determining 1% annual chance flood elevations (100-YR flood elevations) in Zone A:

1. Upon receipt of an application for a permit or other approval within a Zone A, the Zoning Administrator will use the 1% annual chance flood elevation for that basin that has previously been determined in accordance with approved FEMA methods, if available. If the 1% annual chance flood elevation has not been previously determined, the applicant shall be required to furnish all necessary information as deemed necessary by the Zoning Administrator for the determination for the 1% annual chance flood elevation in accordance with approved FEMA methods.
2. The applicant shall be responsible to submit one copy of the above information to a designated engineer or other expert person or agency for technical assistance in determining whether the proposed use is in the Floodway or Flood Fringe District and to determine the 1% annual chance flood elevation (100-year flood elevation). Procedures consistent with Minnesota Regulations 1983, Parts 6120.5000 - 6120.6200 and 44 Code of Federal Regulations Part 65 shall be followed in this expert evaluation. The designated engineer or expert is strongly encouraged to discuss the proposed technical evaluation methodology with the respective Department of Natural Resources' Area Hydrologist prior to commencing the analysis.
3. Once the 1% annual chance flood elevation (100-year flood elevation) has been determined, the Zoning Administrator shall process the permit application consistent with the applicable provisions of Section 1021.04 and 1021.05 of this Ordinance.

1021.07: SUBDIVISIONS

A. Review Criteria: No land shall be subdivided which is unsuitable for the reason of

flooding, inadequate drainage, water supply or sewage treatment facilities. All lots within the flood plain districts shall be able to contain a building site outside of the Floodway District at or above the regulatory flood protection elevation. All subdivisions shall have water and sewage treatment facilities that comply with the provisions of this Ordinance and have road access both to the subdivision and to the individual building sites no lower than two feet below the regulatory flood protection elevation. For all subdivisions in the flood plain, the Floodway and Flood Fringe District boundaries, the regulatory flood protection elevation and the required elevation of all access roads shall be clearly labeled on all required subdivision drawings and platting documents.

- B. Procedures for determining 1% annual chance flood elevation (100-YR flood elevation) in Zone A: In a designated Zone-A area, applicants shall provide the information required in Section 1021.06B of this Ordinance to determine the 1% annual chance flood elevation (100-year flood elevation) and the regulatory flood protection elevation for the subdivision site.
- C. Removal of Special Flood Hazard Area Designation: The Federal Emergency Management Agency (FEMA) has established criteria for removing the special flood hazard area designation for certain structures properly elevated on fill above the 1% annual chance flood elevation (100-year flood elevation). FEMA's requirements incorporate specific fill compaction and side slope protection standards for multi-structure or multi-lot developments. These standards should be investigated prior to the initiation of site preparation if a change of special flood hazard area designation will be requested.

1021.08: PUBLIC UTILITIES, RAILROADS, ROADS, AND BRIDGES

- A. Public Utilities: All public utilities and facilities such as gas, electrical, sewer, and water supply systems to be located in the flood plain shall be flood proofed in accordance with the State Building Code or elevated to above the regulatory flood protection elevation.
- B. Public Transportation Facilities: Railroad tracks, roads, and bridges to be located within the flood plain shall comply with Sections 1021.04 and 1021.05 of this Ordinance. Elevation to the regulatory flood protection elevation shall be provided where failure or interruption of these transportation facilities would result in danger to the public health or safety or where such facilities are essential to the orderly functioning of the area. Minor or auxiliary roads or railroads may be constructed at a lower elevation where failure or interruption of transportation services would not endanger the public health or safety.
- C. On-Site Sewage Treatment and Water Supply Systems: Where public utilities are not provided: 1) On-site water supply systems must be designed to minimize or eliminate infiltration of flood waters into the systems; and 2) New or replacement on-site sewage treatment systems must be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters and they shall not be subject to impairment or contamination during times of flooding. Any sewage treatment system designed in accordance with the State's current statewide standards for on-site sewage treatment systems shall be determined to be in compliance with this Section.

1021.09: PLACEMENT OF RECREATIONAL VEHICLES.

- A. Recreational vehicles that do not meet the exemption criteria specified in Section 1021.09A1 below shall be subject to the provisions of this Ordinance and as specifically

spelled out in Sections 1021.09A3 and A4 below.

1. Exemption - Recreational vehicles are exempt from the provisions of this Ordinance if they are placed in any of the areas listed in Section 1021.09A2 below and further they meet the following criteria:
 - a. Have current licenses required for highway use.
 - b. Are highway ready meaning on wheels or the internal jacking system, are attached to the site only by quick disconnect type utilities commonly used in campgrounds and recreational vehicle parks and the recreational vehicle has no permanent structural type additions attached to it.
 - c. The recreational vehicle and associated use must be permissible in any pre-existing, underlying zoning use district.
2. Areas Exempted For Placement of Recreational Vehicles:
 - a. Individual lots or parcels of record.
 - b. Existing commercial recreational vehicle parks or campgrounds.
 - c. Existing condominium type associations.
3. Recreational vehicles exempted in Section 1021.09A1 lose this exemption when development occurs on the parcel exceeding \$500 for a structural addition to the recreational vehicle or exceeding \$500 for an accessory structure such as a garage or storage building. The recreational vehicle and all additions and accessory structures will then be treated as a new structure and shall be subject to the elevation/flood proofing requirements and the use of land restrictions specified in Sections 1021.04 and 1021.05 of this Ordinance. There shall be no development or improvement on the parcel or attachment to the recreational vehicle that hinders the removal of the recreational vehicle to a flood free location should flooding occur.
4. New commercial recreational vehicle parks or campgrounds and new residential type subdivisions and condominium associations and the expansion of any existing similar use exceeding five (5) units or dwelling sites shall be subject to the following:
 - a. All new or replacement vehicles and related contents that are not elevated above the regulatory flood protection elevation or are not placed over properly elevated road access in the Floodway or Flood Fringe District, as an alternative, be allowed as a conditional use if in accordance with the following provisions and the provisions of 1021.10D of the Ordinance. The applicant must submit an emergency plan for the safe evacuation of all vehicles and people during the 100 year flood. Said plan shall be prepared by a registered engineer or other qualified individual, shall demonstrate that adequate time and personnel exist to carry out the evacuation, and shall demonstrate the provisions of Section 1021.09A1 (a) and (b) of this Ordinance will be met. All attendant sewage and water facilities for new or replacement recreational vehicles must be protected or constructed so as to not be impaired or contaminated during times of flooding in accordance with Section 1021.08C of this Ordinance.

1021.10: ADMINISTRATION

- A. Community Development Department: The Community Development Department shall administer and enforce this Ordinance. If the Community Development Department finds a violation of the provisions of this Ordinance the Community Development Department shall notify the person responsible for such violation in accordance with the procedures stated in Section 1021.12 of the Ordinance.
- B. Permit Requirements:

1. Permit Required. A Permit issued by the Community Development Department in conformity with the provisions of this Ordinance shall be secured prior to the erection, addition, modification, rehabilitation (including normal maintenance and repair), or alteration of any building, structure, or portion thereof; prior to the use or change of use of a building, structure, or land; prior to the construction of a dam, fence, or on-site septic system; prior to the change or extension of a nonconforming use; prior to the repair of a structure that has been damaged by flood, fire, tornado, or any other source; and prior to the placement of fill, excavation of materials, or the storage of materials or equipment within the flood plain.
2. Application for Permit. Application for a permit shall be made in duplicate to the Community Development Department and shall include the following where applicable: plans in duplicate drawn to scale, showing the nature, location, dimensions, and elevations of the lot; existing or proposed structures, fill, or storage of materials; and the location of the foregoing in relation to the stream channel.
3. State and Federal Permits. Prior to granting a permit or processing an application for a conditional use permit or variance, the Community Development Department shall determine that the applicant has obtained all necessary state and federal permits.
4. Certificate of Zoning Compliance for a New, Altered, or Nonconforming Use. It shall be unlawful to use, occupy, or permit the use or occupancy of any building or premises or part thereof hereafter created, erected, changed, converted, altered, or enlarged in its use or structure until a certificate of zoning compliance shall have been issued by the Community Development Department stating that the use of the building or land conforms to the requirements of this Ordinance.
5. Construction and Use to be as Provided on Applications, Plans, Permits, Variances and Certificates of Zoning Compliance. Permits, conditional use permits, or certificates of zoning compliance issued on the basis of approved plans and applications authorize only the use, arrangement, and construction set forth in such approved plans and applications, and no other use, arrangement, or construction. Any use, arrangement, or construction at variance with that authorized shall be deemed a violation of this Ordinance, and punishable as provided by Section 1021.12 of this Ordinance.
6. Certification. The applicant shall be required to submit certification by a registered professional engineer, registered architect, or registered land surveyor that the finished fill and building elevations were accomplished in compliance with the provisions of this Ordinance. Flood proofing measures shall be certified by a registered professional engineer or registered architect.
7. Record of First Floor Elevation. The Community Development Department shall maintain a record of the elevation of the lowest floor (including basement) of all new structures and alterations or additions to existing structures in the flood plain. The Community Development Department shall also maintain a record of the elevation to which structures or alterations and additions to structures are flood proofed.
8. Notifications for Watercourse Alterations. The Community Development Department shall notify, in riverine situations, adjacent communities and the Commissioner of the Department of Natural Resources prior to the community authorizing any alteration or relocation of a watercourse. If the applicant has applied for a permit to work in the beds of public waters pursuant to Minnesota Statute, Chapter 103G, this shall suffice as adequate notice to the Commissioner of Natural Resources. A copy of said notification shall also be submitted to the Chicago Regional Office of the Federal Emergency Management Agency (FEMA).

9. Notification to FEMA When Physical Changes Increase or Decrease the 100-year Flood Elevation. As soon as is practicable, but not later than six (6) months after the date such supporting information becomes available, the Community Development Department shall notify the Chicago Regional Office of FEMA of the changes by submitting a copy of said technical or scientific data.
- C. Variance Board:
1. Overview: Variance applications will be reviewed by City staff and discussed in a public hearing by the Variance Board, which meets on the first Wednesday of each month, as necessary. Minnesota State Law requires that a decision be issued for each application within 60 days of the application submission date. Sixty-day extensions may be obtained if more time is needed to resolve outstanding issues.
 2. Application Deadline: Applications must be received by the close-of-business on the first Friday of each month; applications received after this date cannot be heard at the Variance Board meeting of the following month. The Variance process takes about 6 weeks from the application deadline.
 3. Submission Requirements: The attached application form must be completed and submitted with all requested materials. Failure to submit all application materials may delay the review process described below.
 4. Initial Review: Applications will be reviewed for completeness by Community Development Department staff, and a determination of completeness will be provided to the applicant in the form of a letter within about 10 days of the application submittal date. A letter in response to an *incomplete* application will identify the materials that are needed in order to complete the application; once all of the outstanding application materials are received, the 60-day action timeline will restart. A letter in response to a complete application will outline the schedule for the formal review and approval process described below.
 5. Formal Review: Variance applications may be discussed by a panel of City staff representing various departments. The members of this panel will address points of concern based on their respective professional experience; a summary of these comments will be provided to the applicant and will be reflected in the staff report presented to the Variance Board.
 6. Staff Report: Community Development staff will prepare a report summarizing the application, reviewing it against the City's Codes, Ordinances, and policies, and providing a recommendation for the Variance Board. A copy of this report, along with the relevant meeting agenda, will be provided to the applicant prior to the public hearing at the Variance Board meeting.
 7. Notice of Public Hearing:
 - a. Published and Mailed Notices: Minnesota State Law requires published notice in a City's legal newspaper a minimum of ten (10) days prior to a public hearing. City policy further requires that notices be mailed to property owners within 500 feet of the affected property. Both of these notices are prepared and sent by the City of Roseville. A copy of the proposed variance application shall be mailed sufficiently in advance so that the Commissioner of Natural Resources will receive at least 10-days notice of the public hearing.
 - b. Posted Signs: Variance applications also require a "Notice of Land Use Application" sign to be posted on the subject property by the applicant/property owner at least ten (10) days prior to the date of the public hearing; larger sites may require additional signs. These signs may be obtained at the Community Development counter in City Hall; to ensure that it is ready, please call 651-792-7005 to arrange a time to pick up the sign.
 8. Variance Board Meeting: Applicants are encouraged to attend and participate in the

public hearing in order to respond to questions from the Variance Board and/or members of the public. The public hearing will be held in the City Hall Council Chambers, which is equipped to display drawings, photographs, video, or other proposed variance application. Because the hearing will be televised and recorded, applicants should be prepared to speak into the microphone at the presentation table.

9. At the Public Hearing: The Variance Board Chairperson will call the meeting to order at the appointed time, Commissioners and representatives of the City in attendance will be introduced, and the minutes of the previous meeting will be reviewed. Items requiring public hearings are next. The Chairperson will introduce the application and City staff will review the issues and recommendations detailed in the staff report. Members of the Variance Board may ask questions about the application to be answered by City staff and the applicant. Then members of the public will be invited to ask questions about the application and to make comments about the proposal. Once the public comment period has concluded, the Chairperson will close the public hearing, and the Board Members will discuss the application and take action.
10. Variance Board Action: The Variance Board has the authority to approve or deny an application and its decision is final. The Variance Board will provide the rationale for its decision and adopt a motion approving or denying the variance request. If the decision is not appealed within the time allowed, the variance becomes effective, and any necessary building permits may be issued; at this time the Variance Board resolution will be sent to Ramsey County to be recorded against the property. The Variance Board decision shall not be contrary to the public interest and only for those circumstances such as hardship, practical difficulties or circumstances unique to the property under consideration, as provided for in the respective enabling legislation for planning and zoning for cities or counties as appropriate. A copy of all decisions granting variances shall be forwarded to the Commissioner of Natural Resources, within 10-days of such action. No variance shall have the effect of allowing in any district uses prohibited in that district, permit a lower degree of flood protection than the regulatory flood protection elevation for the particular area, or permit standards lower than those required by state law. The following additional variance criteria of the Federal Emergency Management Agency must be satisfied:
 - a. Variances shall not be issued by a community within any designated regulatory floodway if any increase in flood levels during the base flood discharge would result.
 - b. Variances shall only be issued by a community upon (i) a showing of good and sufficient cause, (ii) a determination that failure to grant the variance would result in exceptional hardship to the applicant, and (iii) a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.
 - c. Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
11. Appeals: The decision of the Variance Board may be appealed by the applicant or by any other Roseville property owner within 10 days of the decision. Appeals are heard by the City Council which acts as the Board of Zoning Adjustments and Appeals. An appeal is a matter of public record, but it does not require a public hearing and no new information will be reviewed as part of the appeal; the Board of Zoning Adjustments and Appeals will simply review the Variance Board's

decision-making process to determine whether it complied with City Ordinances and State Statutes.

12. Flood Insurance Notice and Record Keeping. The Community Development Department shall notify the applicant for a variance that: 1) The issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage and 2) Such construction below the 100-year or regional flood level increases risks to life and property. Such notification shall be maintained with a record of all variance actions. A community shall maintain a record of all variance actions, including justification for their issuance, and report such variances issued in its annual or biennial report submitted to the Administrator of the National Flood Insurance Program.

D. Conditional Use:

1. Overview: Conditional Use applications will be reviewed by City staff and discussed in a public hearing by the Planning Commission, which meets on the first Wednesday of each month, before a decision to approve or deny the application is made by the City Council at its regular meeting on the fourth Monday later that month.
2. Application Deadline: Applications must be received by the close-of-business on the first Friday of each month; applications received after this date cannot be heard at the Planning Commission meeting of the following month. Minnesota State Law requires that a decision be issued for each application within 60 days of the submission of a complete application.
3. Submission Requirements: The attached application form must be completed and submitted with all requested materials. Failure to submit all application materials may delay the review process described below.
4. Escrow Deposit: Because commercial uses can involve a significant amount of research and analysis by staff and/or outside consultants, the applicant must deposit \$1,000 in escrow in addition to the commercial application fee for a Conditional Use. If the escrow is drawn down to \$500, the applicant will be required to replenish the account; unused escrow funds will be returned to the applicant at the conclusion of the Conditional Use process.
5. Formal Review: Conditional Use applications may be discussed by a panel of City staff representing various departments. The members of this panel will address points of concern based on their respective professional experience; a summary of these comments will be provided to the applicant and will be reflected in the staff report presented to the Planning Commission.
6. Staff Report: Community Development staff will prepare a report summarizing the application, reviewing it against the City's Codes, Ordinances, and policies, and providing a recommendation for the Planning Commission. A copy of this report, along with the relevant meeting agenda, will be provided to the applicant prior to the public hearing at the Planning Commission meeting.
7. Notice of Public Hearing:
 - a. Published and Mailed Notices: Minnesota State Law requires published notice in a City's legal newspaper a minimum of ten (10) days prior to a public hearing. City policy further requires that notices be mailed to property owners within 500 feet of the affected property. Both of these notices are prepared and sent by the City of Roseville. A copy of the proposed conditional use application shall be mailed sufficiently in advance so that the Commissioner of Natural Resources will receive at least 10-days notice of the public hearing.
 - b. Posted Signs: Conditional Use applications also require a "Notice of Land Use

Application” sign to be posted on the subject property by the applicant/property owner at least ten (10) days prior to the date of the public hearing; larger sites may require additional signs. These signs may be obtained at the Community Development counter in City Hall; to ensure that it is ready, please call 651-792-7005 to arrange a time to pick up the sign.

8. Planning Commission Meeting: Applicants are encouraged to attend and participate in the public hearing in order to respond to questions from the Planning Commission and/or members of the public. The public hearing will be held in the City Hall Council Chambers, which is equipped to display drawings, photographs, video, or other materials. Because the hearing will be televised and recorded, applicants should be prepared to speak into the microphone at the presentation table.
9. At the Public Hearing: The Planning Commission Chairperson will call the meeting to order at the appointed time, Commissioners and representatives of the City in attendance will be introduced, and the minutes of the previous meeting will be reviewed. Items requiring public hearings are next. The Chairperson will introduce the application and City staff will review the issues and recommendations detailed in the staff report. Members of the Planning Commission may ask questions about the application to be answered by City staff and the applicant. Then members of the public will be invited to ask questions about the application and to make comments about the proposal. Once the public comment period has concluded, the Chairperson will close the public hearing, and the Commissioners will discuss the application and take action.
10. Planning Commission Action: The Planning Commission does not approve or deny an application; instead, it makes a recommendation of approval or denial to the City Council and provides the rationale for its recommendation. The application, along with the recommendation of the Planning Commission, is then brought to the City Council which has authority to approve or deny the application.
11. City Council: At the scheduled time, the Mayor will call the meeting to order and it will progress similar to the Planning Commission meeting. Based on the recommendation from the Planning Commission in addition to its own review, the City Council will approve or deny the proposed Conditional Use as an item on the “Consent Agenda”. At their discretion, however, the City Council may choose to review the application in greater detail and take public comment, similar to the public hearing, before ultimately approving or denying the request. A copy of all decisions granting conditional use permits shall be forwarded by mail to the Commissioner of Natural Resources within ten (10) days of such action.
12. Procedures for Approving a Conditional Use: The following procedures shall be followed when considering/approving a Conditional Use within all Flood Plain Districts.
 - a. Require the applicant to furnish such of the following information and additional information as deemed necessary by the Roseville Community Development Department for determining the suitability of the particular site for the proposed use:
 - (1) Plans in triplicate drawn to scale showing the nature, location, dimensions, and elevation of the lot, existing or proposed structures, fill, storage of materials, flood proofing measures, and the relationship of the above to the location of the stream channel; and
 - (2) Specifications for building construction and materials, flood proofing, filling, dredging, grading, channel improvement, storage of materials, water supply and sanitary facilities.
 - b. Transmit one copy of the information described in subsection “a” to a

- designated engineer or other expert person or agency for technical assistance, where necessary, in evaluating the proposed project in relation to flood heights and velocities, the seriousness of flood damage to the use, the adequacy of the plans for protection, and other technical matters.
- c. Based upon the technical evaluation of the designated engineer or expert, the Community Development Department shall determine the specific flood hazard at the site and evaluate the suitability of the proposed use in relation to the flood hazard.
13. Factors upon which the Conditional Use shall be based: In approving a Conditional Use the City shall consider all relevant factors specified in other sections of this Ordinance, and:
 - a. The danger to life and property due to increased flood heights or velocities caused by encroachments.
 - b. The danger that materials may be swept onto other lands or downstream to the injury of others or they may block bridges, culverts or other hydraulic structures.
 - c. The proposed water supply and sanitation systems and the ability of these systems to prevent disease, contamination, and unsanitary conditions.
 - d. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner.
 - e. The importance of the services provided by the proposed facility to the community.
 - f. The requirements of the facility for a waterfront location.
 - g. The availability of alternative locations not subject to flooding for the proposed use.
 - h. The compatibility of the proposed use with existing development and development anticipated in the foreseeable future.
 - i. The relationship of the proposed use to the comprehensive plan and flood plain management program for the area.
 - j. The safety of access to the property in times of flood for ordinary and emergency vehicles.
 - k. The expected heights, velocity, duration, rate of rise, and sediment transport of the flood waters expected at the site.
 - l. Such other factors which are relevant to the purposes of this Ordinance.
 14. Conditions Attached to Conditional Use Permits. Upon consideration of the factors listed above and the purpose of this Ordinance, the City shall attach such conditions to the granting of conditional use permits as it deems necessary to fulfill the purposes of this Ordinance. Such conditions may include, but are not limited to, the following:
 - a. Modification of waste treatment and water supply facilities.
 - b. Limitations on period of use, occupancy, and operation.
 - c. Imposition of operational controls, sureties, and deed restrictions.
 - d. Requirements for construction of channel modifications, compensatory storage, dikes, levees, and other protective measures.
 - e. Flood proofing measures, in accordance with the State Building Code and this Ordinance. The applicant shall submit a plan or document certified by a registered professional engineer or architect that the flood proofing measures are consistent with the regulatory flood protection elevation and associated flood factors for the particular area.

1021.11: NONCONFORMITIES

- A. A structure or the use of a structure or premises which was lawful before the passage or amendment of this Ordinance but which is not in conformity with the provisions of this Ordinance may be continued subject to the following conditions. Historic structures, as defined in Section 1021.02H21 of this Ordinance, shall be subject to the provisions of Sections 1021.11A1 – A5 of this Ordinance.
1. No such use shall be expanded, changed, enlarged, or altered in a way that increases its nonconformity.
 2. Any structural alteration or addition to a nonconforming structure or nonconforming use which would result in increasing the flood damage potential of that structure or use shall be protected to the Regulatory Flood Protection Elevation in accordance with any of the elevation on fill or flood proofing techniques (i.e., FP-1 thru FP-4 floodproofing classifications) allowable in the State Building Code, except as further restricted in 1021.11A3-A6 below.
 3. The cost of all structural alterations or additions to any nonconforming structure over the life of the structure shall not exceed 50 percent of the market value of the structure unless the conditions of this Section are satisfied. The cost of all structural alterations and additions must include all costs such as construction materials and a reasonable cost placed on all manpower or labor. If the cost of all previous and proposed alterations and additions exceeds 50 percent of the market value of the structure, then the structure must meet the standards of Section 1021.04 or 1021.05 of this Ordinance for new structures depending upon whether the structure is in the Floodway or Flood Fringe District, respectively.
 4. If any nonconforming use is discontinued for 12 consecutive months, any future use of the building premises shall conform to this Ordinance. The Assessor shall notify the Zoning Administrator in writing of instances of nonconforming uses that have been discontinued for a period of 12 months.
 5. If any nonconforming use or structure is substantially damaged, as defined in Section 1021.02H20 of this Ordinance, it shall not be reconstructed except in conformity with the provisions of this Ordinance. The applicable provisions for establishing new uses or new structures in Sections 1021.04 and 1021.05 will apply depending upon whether the use or structure is in the Floodway, Flood Fringe or General Flood Plain District, respectively.
 6. If a substantial improvement occurs, as defined in Section 1021.02H21 of this Ordinance, from any combination of a building addition to the outside dimensions of the existing building or a rehabilitation, reconstruction, alteration, or other improvement to the inside dimensions of an existing nonconforming building, then the building addition and the existing nonconforming building must meet the requirements of Section 1021.04 or 1021.05 of this Ordinance for new structures, depending upon whether the structure is in the Floodway or Flood Fringe District, respectively.

1021.12: PENALTIES FOR VIOLATION

- A. Violation of the provisions of this Ordinance or failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with grants of variances or conditional uses) shall constitute a misdemeanor and shall be punishable as defined by law.
- B. Nothing herein contained shall prevent the City of Roseville from taking such other lawful action as is necessary to prevent or remedy any violation. Such actions may include but are not limited to:
1. In responding to a suspected Ordinance violation, the Zoning Administrator and

Local Government may utilize the full array of enforcement actions available to it including but not limited to prosecution and fines, injunctions, after-the-fact permits, orders for corrective measures or a request to the National Flood Insurance Program for denial of flood insurance availability to the guilty party. The Community must act in good faith to enforce these official controls and to correct Ordinance violations to the extent possible so as not to jeopardize its eligibility in the National Flood Insurance Program.

2. When an Ordinance violation is either discovered by or brought to the attention of the Zoning Administrator, the Zoning Administrator shall immediately investigate the situation and document the nature and extent of the violation of the official control. As soon as is reasonably possible, this information will be submitted to the appropriate Department of Natural Resources' and Federal Emergency Management Agency Regional Office along with the Community's plan of action to correct the violation to the degree possible.
3. The Zoning Administrator shall notify the suspected party of the requirements of this Ordinance and all other official controls and the nature and extent of the suspected violation of these controls. If the structure and/or use is under construction or development, the Zoning Administrator may order the construction or development immediately halted until a proper permit or approval is granted by the Community. If the construction or development is already completed, then the Zoning Administrator may either: (1) issue an order identifying the corrective actions that must be made within a specified time period to bring the use or structure into compliance with the official controls; or (2) notify the responsible party to apply for an after-the-fact permit/development approval within a specified period of time not to exceed 30-days.
4. If the responsible party does not appropriately respond to the Zoning Administrator within the specified period of time, each additional day that lapses shall constitute an additional violation of this Ordinance and shall be prosecuted accordingly. The Zoning Administrator shall also upon the lapse of the specified response period notify the landowner to restore the land to the condition which existed prior to the violation of this Ordinance.

1021.13: AMENDMENTS

- A. The flood plain designation on the Official Zoning Map shall not be removed from flood plain areas unless it can be shown that the designation is in error or that the area has been filled to or above the elevation of the regulatory flood protection elevation and is contiguous to lands outside the flood plain. Special exceptions to this rule may be permitted by the Commissioner of Natural Resources if he determines that, through other measures, lands are adequately protected for the intended use.
- B. All amendments to this Ordinance, including amendments to the Official Zoning Map, must be submitted to and approved by the Commissioner of Natural Resources prior to adoption. Changes in the Official Zoning Map must meet the Federal Emergency Management Agency's (FEMA) Technical Conditions and Criteria and must receive prior FEMA approval before adoption. The Commissioner of Natural Resources must be given 10-days written notice of all hearings to consider an amendment to this Ordinance and said notice shall include a draft of the Ordinance amendment or technical study under consideration.

(Ord. 1394, 5-17-2010)

Appendix D

SWPPP



City of Roseville, Minnesota

**Stormwater Pollution Prevention Plan
(SWPPP)**

Roseville CSWMP 2017

2016 (January 01, 2016 to December 31, 2016)

This program consists of the following 9 Minimum Control Measure(s).

1. MCM 1: Public Education and Outreach
2. MCM 2: Public Participation/ Involvement
3. MCM 3: Illicit Discharge Detection and Elimination (IDDE)
4. MCM 4: Construction Site Stormwater Runoff Control
5. MCM 5: Post-Construction Stormwater Management
6. MCM 6: Pollution Prevention/ Good Housekeeping for Municipal Operations
7. Compliance Schedule for an Approved TMDL with an Applicable WLA
8. SOP's & ERP's
9. Completed MPCA Annual Report Form

1 MCM 1: Public Education and Outreach

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description:

New permittees shall develop and implement, and **existing permittees** shall revise their current program, as necessary, and continue to implement, a public education program to distribute educational materials or equivalent outreach that informs the public of the impact **stormwater** discharges have on water bodies and that includes actions citizens, businesses, and other local organizations can take to **reduce** the discharge of pollutants to **stormwater**. The program shall also include:

a. Distribution of educational materials or equivalent outreach focused on:

(1) Specifically selected **stormwater**-related issue(s) of high priority to the **permittee** to be emphasized during this permit term (e.g., specific **TMDL** reduction targets, changing local business practices, promoting adoption of residential **BMPs**, lake improvements through lake associations, responsible management of pet waste, household chemicals; yard waste, deicing materials, etc.)

(2) Illicit discharge recognition and reporting **illicit discharges** to the **permittee**

b. An implementation plan that consists of the following:

(1) Target audience(s), including measurable goals for each audience

(2) Responsible **Person(s)** in charge of overall plan implementation

(3) Specific activities and schedules to reach measurable goals for each target audience

(4) A description of any coordination with and/or use of other **stormwater** education and outreach programs being conducted by other entities, if applicable

(5) Annual evaluation to measure the extent to which measurable goals for each target audience are attained

c. Documentation of the following information:

(1) A description of any specific **stormwater**-related issues identified by the **permittee** under Part III.D.1.a(1)

(2) All information required under Part III.D.1.b

(3) Any modifications made to the program as a result of the annual evaluation under Part III.D.1.b(5)

(4) Activities held, including dates, to reach measurable goals

(5) Quantities and descriptions of educational materials distributed, including dates distributed

Best Management Practices

1.1 Educational Information Distribution and Outreach Program

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

Develop and maintain a public education program to distribute educational materials or equivalent outreach to inform the public of the impact stormwater discharges have on water bodies. The program will advise the public of actions citizens, businesses and other local organizations can take to reduce the discharge of pollutants to stormwater.

Include educational materials that focus on specifically selected stormwater issues of high priority to the permittee, such as specific TMDL reduction targets, changing local business practices, promoting adoption of residential BMPs, lake improvements through lake associations, and responsible management of pet waste, household chemicals, yard waste, deicing materials, etc. Include efforts to educate the public to recognize illicit discharges in the MS4 and to report illicit discharges to the permittee.

Address the following elements in the program:

1. Identify target audiences with measurable stormwater education goals specific to each audience.
2. Identify the person or persons in charge of overall plan implementation.
3. Describe specific activities and schedules planned to meet measurable goals for each target audience.
4. Describe coordination with or use of other stormwater education and outreach programs being conducted by other entities as applicable.
5. Complete an annual evaluation to measure the extent to which measurable goals for each target audience are attained.
6. Describe each completed activity by date, including quantities and descriptions of educational materials distributed.

Goals

1.1.1 Develop and Maintain an Implementation Plan

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

The City shall develop a written public education and outreach implementation plan. This plan shall:

1. Identify high priority stormwater related issues to be emphasized during the permit term.
2. Cover illicit discharge recognition and reporting of illicit discharges to the city.
For each identified stormwater related issue the written plan shall document the following:
 1. Target audiences with measurable stormwater education goals specific to each audience.
 2. Specific activities and schedules planned to meet measurable goals for each target audience.
 3. Describe coordination with or use of other stormwater education and outreach programs being conducted by other entities as applicable.
 4. Describe each completed activity by date, including quantities and descriptions of educational materials distributed.

Planned: 2016 2017

Complete: 2016 2017

Activity Date	Name	Description
02/01/2016	2016 - Education Plan	For 2016 the City choose to cover a variety of topics related to stormwater management, water quality, and illicit discharge.
12/31/2016	2017 - Education Plan	The Education Plan for 2017 is attached.

1.1.2 Conduct Annual Review

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

The public education and outreach implementation plan shall be reviewed annually. This review the work done throughout the year to measure the extent to which the measurable goals for each target audience were attained.

Modification will be made to the implementation plan as a result of the annual evaluation review.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
12/31/2016	2016 - Conduct annual review of Education Plan	For 2016 the City choose to cover a variety of topics related to stormwater management, water quality, deicing materials, and illicit discharge. At the end of 2016 as part of the annual review it was decided to focus on Stormwater Management for 2017.

1.2 Conduct Public Education and Outreach Activities

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

Conduct the activities described in the stormwater Public Education and Outreach program for the identified target audiences.

Goals

1.2.1 Stormwater Brochures

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

Prepare and maintain brochures for distribution or publication to address the specific stormwater related issues as identified in the plan. Review the materials annually and update as needed to support program goals and permit requirements.

Upload or link to copies of stormwater related brochures available and distributed each reporting period to document activity in support of this goal.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
12/31/2016	2016 - Distribute stormwater literature	The City distributes stormwater literature to residents, businesses, developers, contractors, churches, and schools. A list of brochures available at information kiosks at City Hall and the Nature Center. An Illicit Discharge brochure was created in 2015/6 and is available at City Hall, along with a brochure for deicing materials.

1.2.2 Stormwater Education Website

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

Develop and maintain relevant stormwater education information on the MS4's public website, including information on general stormwater management topics and information specific to stormwater management issues within the MS4.

Provide a list of information published on the website as described above through each reporting period and a link to the current website URL.

Planned: 2016
Complete: 2016

Activity Date	Name	Description
12/31/2016	2016 - Stormwater education website	The city's stormwater webpage is at: http://www.cityofroseville.com/752/Stormwater. It includes sections on: • MS4 & SWPPP • Cost Share & Grants for property owners • Water Quality • Ordinance and Standards The city's Illicit Discharge webpage is at: http://www.cityofroseville.com/2924/Illicit-Discharge. It includes sections on: • Illicit Discharge Overview • Sources of Illicit Discharge • Illicit Discharge Brochure

1.2.3 Newsletter Articles

Responsible Staff / Position: Carolyn Curti
Communication Specialist
651-792-7026

Description

Provide seasonally relevant stormwater education information in newsletter format for periodic publication to address the specific stormwater related issues as identified in the plan.

Upload a copy of each article published in the MS4's newsletter, including the date of publication and general distribution.

Planned: 2016
Complete: 2016

Activity Date	Name	Description
12/01/2016	2016 - Newsletter articles	The Roseville City Newsletter is distributed to all residents every two months. It includes information on a variety of subjects that are of interest to the local population, including lawn care, recycling, fall litter pickup schedules, street sweeping schedules, ordinance changes, volunteer opportunities, phone number to call in for complaints and other storm water related information.

1.2.4 Public Works Environment and Transportation Commission

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

Conduct and televise regular public meeting of the PWETC. For each reporting period document the total number of PWETC meetings, the number of meetings that were related to stormwater issues, and include attachments as necessary.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
04/26/2016	Stormwater Topic	MS4 Updates
05/24/2016		MS4 & SWPPP Annual Meeting
06/28/2016		Stormwater Impact Fund
08/23/2016		CSWMP Update
10/25/2016		CSWMP Update

1.2.5 Programs, Adverts, & Projects

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

Conduct stormwater related programs, adverts, and projects as identified in the public education and outreach implementation plan. This also include collaborative projects with outside agencies or groups such as activities conducted by/with watershed districts.

For each activity conducted during each reporting period document the date, name or type of activity, topic presented, and approximate number of participants. Include a copy of presentations or other documents available.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
12/31/2016	2016 - Present programs	The City annually holds Roseville U Every year the City has a series of classes where City residents are invited to take tours of the facility, meet staff and ask questions. These classes include presentations and special displays related to matters of interest to residents, including storm water issues. On occasion the City may invite a storm water professional to make a presentation.

1.2.6 Collaborative Support**Responsible Staff / Position:**

Ryan Johnson
Environmental Specialist
651-792-7049

Description

Collaborate with other entities to meet the SWPPP's stormwater education and outreach goals, including local and regional non-profit/ environmental/ community groups.

Report collaboration efforts each reporting period, including the name and description of each group, and collaborative efforts completed including a summary of educational materials or information provided, date conducted and estimated number of participants for each activity.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
12/31/2016	2016 - Collaborative support	Roseville partnered with Ramsey-Washington Metro Watershed District (RWMWD) on education and outreach for schools, families and adults. Programs included: • 6/2/16 – Waterfest, 590+ participants, RWMWD's community event to educate people about watershed issues and enjoy water activities

2 MCM 2: Public Participation/ Involvement

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description:

a. **New permittees** shall develop and implement, and **existing permittees** shall revise their current program, as necessary, and continue to implement, a Public Participation/Involvement program to solicit public input on the **SWPPP**. The **permittee** shall:

(1) Provide a minimum of one (1) opportunity annually for the public to provide input on the adequacy of the **SWPPP**. Public meetings can be conducted to satisfy this requirement provided appropriate local public notice requirements are followed and opportunity to review and comment on the **SWPPP** is provided.

(2) Provide access to the **SWPPP** document, Annual Reports, and other documentation that supports or describes the **SWPPP** (e.g., Regulatory Mechanism(s), etc.) for public review, upon request. All public data requests are subject to the Minnesota Government Data Practices Act, Minn. Stat. 13.

(3) Consider public input, oral and written, submitted by the public to the **permittee**, regarding the **SWPPP**.

b. Document the following information:

(1) All relevant written input submitted by **persons** regarding the **SWPPP**.

(2) All responses from the **permittee** to written input received regarding the **SWPPP**, including any modifications made to the **SWPPP** as a result of the written input received

(3) Date(s) and location(s) of events held for purposes of compliance with this requirement

(4) Notices provided to the public of any events scheduled to meet this requirement, including any electronic correspondence (e.g., website, e-mail distribution lists, notices, etc.)

Best Management Practices

2.1 Public Meeting - SWPPP Input

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

Conduct an annual public meeting for the public to provide input on the adequacy of the SWPPP. Follow local public notice requirements and provide an opportunity to review and comment on the SWPPP. Review all input received through the meeting for consideration of modification of the SWPPP.

Goals

2.1.1 Annual Public Meeting Notice

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

Provide notice to the public of any events scheduled to provide an opportunity for public to provide input on the adequacy of the SWPPP.

Provide a copy or records of each type of notice published or distributed for public meetings held as required for each reporting period.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

2.1.2 Conduct Public Meeting

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

Conduct (at least) one public meeting annually as an opportunity for the public to provide input on the adequacy of the SWPPP.

Document all public meetings each reporting period, including the date and venue of the meeting, a copy of the agenda and description of any distributed materials and posted exhibits, the number of participants. Also include a copy or summary of verbal input and copies of written feedback submitted by the public.

Activity Date	Name	Description
05/24/2016	Annual Meeting	Hold annual Public Meeting for MS4/SWPPP

2.2 Public Access to SWPPP Documents

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

Provide access to the SWPPP document, Annual Reports, and other documentation that supports or describes the SWPPP for public review, upon request. All public data requests are subject to the Minnesota Government Data Practices Act, Minn. Statute Section 13.

Goals

2.2.1 Access to SWPPP Documents

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

Provide public access to the SWPPP and related documents including the SWPPP document, Annual Reports and related documents (regulatory mechanism, annual budgets, etc.) through the MS4 website. Printed copies will be provided as requested and will be available for pickup at the Engineering office.

Provide a copy or hyperlinks to the SWPPP and related documents described above for each reporting period.

<http://www.cityofroseville.com/674/SWPPP-Stormwater-Pollution-Prevent-Plan>

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

2.3 Public Input Review and Consideration

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

Consider public input, oral and written, submitted by the public to the permittee, regarding the SWPPP. Evaluate the input and consider any modifications to the SWPPP as a result of the written input received.

Goals

2.3.1 Consider Public Input

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

Collect and review all public input for consideration of potential modification of the SWPPP, including written input and records of verbal feedback submitted by the public regarding the SWPPP. Identify any modification of the SWPPP resulting from the public input.

Provide a summary of all public input regarding the SWPPP collected each reporting period, including description of any resulting SWPPP modifications.

Activity Date	Name	Description
None		

3 MCM 3: Illicit Discharge Detection and Elimination (IDDE)

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description:

New permittees shall develop, implement, and enforce, and **existing permittees** shall revise their current program as necessary, and continue to implement and enforce, a program to detect and eliminate **illicit discharges** into the **small MS4**. The IDDE program shall consist of the following:

- a. Map of the **small MS4** as required by Part III.C.1.
- b. Regulatory Mechanism(s) that effectively prohibits **non-stormwater discharges** into the **small MS4**, except those **non-stormwater discharges** authorized under Part I.B.1.
- c. Incorporation of **illicit discharge** detection into all inspection and maintenance activities' conducted under Part III.D.6.e and f. Where feasible, **illicit discharge** inspections shall be conducted during dry-weather conditions (e.g., periods of 72 or more hours of no precipitation).
- d. Detecting and tracking the source of **illicit discharges** using visual inspections. The **permittee** may also include the use of mobile cameras, collecting and analyzing water samples, and/or other detailed inspection procedures that may be effective investigative tools.
- e. Training of all field staff, in accordance with the requirements of Part III.D.6.g(2), in **illicit discharge** recognition (including conditions which could cause **illicit discharges**), and reporting **illicit discharges** for further investigation.
- f. Identification of priority areas likely to have **illicit discharges**, including at a minimum, evaluating land uses associated with business/industrial activities, areas where **illicit discharges** have been identified in the past, and areas with storage of large quantities of **significant materials** that could result in an **illicit discharge**. Based on this evaluation, the **permittee** shall conduct additional **illicit discharge** inspections in those areas identified as having a higher likelihood for **illicit discharges**.
- g. For timely response to known, suspected, and reported **illicit discharges**:
 - (1) Procedures for investigating, locating, and eliminating the source of **illicit discharges**.
 - (2) Procedures for responding to spills, including emergency response procedures to prevent spills from entering the **small MS4**. The procedures shall also include the immediate notification of the Minnesota Department of Public Safety Duty Officer at 1-800-422-0798 (toll free) or 651-649-5451 (Metro area), if the source of the **illicit discharge** is a spill or leak as defined in Minn. Stat. 115.061.
 - (3) When the source of the **illicit discharge** is found, ERPs required by Part III.B (if necessary) to eliminate the **illicit discharge** and require any needed corrective action(s).
- h. Documentation of the following information:
 - (1) Date(s) and location(s) of IDDE inspections conducted in accordance with Part III.D.3.c and f
 - (2) Reports of alleged **illicit discharges** received, including date(s) of the report(s), and any follow-up action(s) taken by the **permittee**

(3) Date(s) of discovery of all illicit discharges

(4) Identification of outfalls, or other areas, where illicit discharges have been discovered

(5) Sources (including a description and the responsible party) of illicit discharges (if known)

(6) Action(s) taken by the permittee, including date(s), to address discovered illicit discharges

Best Management Practices

3.1 Regulatory Mechanism - IDDE Responsible

Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

Develop, maintain and enforce a regulatory mechanism that effectively prohibits non-stormwater discharges into the small MS4, except those non-stormwater discharges authorized under part I.B.1 of the NPDES permit.

Goals

3.1.1 IDDE Regulatory Mechanism

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

The City of Roseville has developed and adopted a regulatory mechanism to effectively prohibit non-stormwater discharges into the small MS4 as required by the NPDES permit. The following link will direct you to Roseville's City Code that contains adopted IDDE regulatory mechanism 803.03:

<http://www.cityofroseville.com/DocumentCenter/View/20307>

Conduct an annual review of the IDDE regulatory mechanism and related policies and procedures. Identify any need for revisions to improve the regulatory mechanism effectiveness.

Summarize the results of the review and described any necessary changes, including specific revisions required.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

3.2 Storm Sewer System Map

Responsible Staff / Position: Jolinda Stapleton
GIS Coordinator
651-792-7044

Required: Yes

Description

Develop and maintain a storm sewer system map of the **small MS4** (as required by Part III.C.1) that depicts the following:

- a. The permittee's entire small MS4 as a goal, but at a minimum, all pipes 12 inches or greater in diameter, including stormwater flow direction in those pipes
- b. Outfalls, including a unique identification (ID) number assigned by the permittee, and an associated geographic coordinate
- c. Structural stormwater BMPs that are part of the permittee's small MS4
- d. All receiving waters

The City shall maintain the storm sewer system map and review it on annual basis for each reporting period.

Goals

3.2.1 Annual Update Storm - Sewer System Map

Responsible Staff / Position: Jolinda Stapleton
GIS Coordinator
651-792-7044

Description

Review and update the storm sewer system map annually to reflect changes in the storm sewer system, outfalls, structural stormwater BMPs and receiving waters.

Provide a narrative summary of storm sewer system map updates by listing the projects with a general description of changes.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

3.3 Illicit Discharge Inspection and Reporting

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

Incorporate illicit discharge detection into all inspection and maintenance activities conducted under Part III.D.6.e and f. (Where feasible) Conduct illicit discharge inspections during dry-weather conditions.

Investigate and document all reported cases of illicit discharge reported to the City of Roseville. Documentation

shall include the following information:

(1) Date(s) and location(s) of IDDE inspections conducted in accordance with Part III.D.3.c and f

(2) Reports of alleged **illicit discharges** received, including date(s) of the report(s), and any follow-up action(s) taken by the **permittee**

(3) Date(s) of discovery of all **illicit discharges**

(4) Identification of **outfalls**, or other areas, where **illicit discharges** have been discovered

(5) Sources (including a description and the responsible party) of **illicit discharges** (if known)

(6) Action(s) taken by the **permittee**, including date(s), to address discovered **illicit discharges**

Goals

3.3.1 Illicit Discharge Inspection and Reporting

Responsible Staff / Position: Josh Dix
Street Maintenance Foreman
651-792-7058

Description

City staff are instructed to include identification of potential illicit discharges in all routine inspections of structural stormwater BMPs, ponds, outfalls, stockpiles, storage and material handling areas conducted during periods of dry weather.

The City shall investigate, report, document, and enforce all illicit discharges reported to the City by following the City of Roseville MS4 SOPs and ERPs.

Documentation of all potential and confirmed illicit discharges identified as part of routine inspections and all cases reported to the City by following the City of Roseville MS4 SOPs and ERPs shall include the following:

1. Name of the person responsible for violating the terms and conditions of the permittee's Regulatory Mechanism(s)
2. Date(s) and location(s) of the observed violation(s)
3. Description of the violation(s), including reference(s) to relevant Regulatory Mechanism(s)
4. Corrective action(s) (including completion schedule) issued by the permittee
5. Date(s) and type(s) of enforcement used to compel compliance (e.g., written notice, citation, stop work order, withholding of local authorizations, etc.)
6. Referrals to other regulatory organizations (if any)
7. Date(s) violation(s) resolved

Attach spread sheet showing the above data for Illicit Discharge event that takes place during each report period.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

3.4 Field Staff Training - Illicit Discharge Recognition and Reporting

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

Provide training for all field staff in illicit discharge recognition and reporting for further investigation. See Part III.D.6.g(2).

Goals

3.4.1 Municipal Employee Training - Illicit Discharge Identification

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

Provide illicit discharge identification and elimination training for municipal employees including instruction on what illicit discharge is, why it is important to watch for, proper notification procedures, and discharge response procedures.

Provide a summary of IDDE training provided each reporting period, including a summary of training program content, training dates and locations, list of participants and training program source.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
01/20/2016	2016 Illicit Discharge Training	The 2016 Illicit Discharge Training was conducted as part of the city's Mandatory AWARE Training held in the Fire Station. Employees were given a general introduction to what is an illicit discharge, adopted Standard Operation Procedures (SOPS) & Enforcement Response Procedures (ERPS), and main point of contact if they witness or are contacted about a reported illicit discharge.

3.5 Identify and Inspect Priority Areas for Potential Illicit Discharge

Responsible Staff / Position: Josh Dix
Streets Foreman
651-792-7058

Required: Yes

Description

Identify priority areas likely to have illicit discharges through evaluation of past and present land uses associated with business/ industrial activity, areas where illicit discharges have been identified in the past and areas with past or present storage of large quantities of significant or hazardous materials.

Conduct additional illicit discharge inspections in those areas identified as described above.

Goals

3.5.1 Illicit Discharge Inspection Priority Areas

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

Develop and maintain a list of priority areas likely to have illicit discharges based on past illicit discharge information and local municipal employee knowledge. Review and update the list annually.

Provide a copy of or link to a list of identified priority area list each reporting period.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

3.5.2 Inspect Priority Areas for Illicit Discharge

Responsible Staff / Position: Josh Dix
Streets Foreman
651-792-7058

Description

Inspect priority areas identified as likely to have illicit discharges.

For areas identified as priority areas provide a summary of inspections completed and the results for each reporting period. Include a list of any illicit discharges identified in the priority areas with the status of resolution of the discharge.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

3.6 Illicit Discharge SOPs & ERPs Responsible

Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

Develop, implement and maintain standard operating procedures (SOPs) and enforcement response procedures (ERPs) for known, suspected and reported illicit discharges as described by the NPDES permit.

Goals

3.6.1 Review Illicit Discharge Procedures

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

The City of Roseville has developed standard operation procedures (SOPs) and enforcement response procedures (ERPs) for suspected and reported illicit discharges as described in the NPDES permit. These procedures are included in the City of Roseville MS4 SOPs and ERPs document. This document shall be reviewed annual and updated with an identified changes.

Provide a summary of any identified changes to the City of Roseville MS4 SOPs and ERPs document related to illicit discharges.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

4 MCM 4: Construction Site Stormwater Runoff Control

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description:

New permittees shall develop, implement, and enforce, and **existing permittees** shall revise their current program, as necessary, and continue to implement and enforce, a Construction Site **Stormwater** Runoff Control program that **reduces** pollutants in stormwater runoff to the **small MS4** from **construction activity** with a land disturbance of greater than or equal to one acre, including projects less than one acre that are part of a larger **common plan of development or sale**, that occurs within the **permittee's** jurisdiction. The program shall incorporate the following components:

a. Regulatory Mechanism(s)

A Regulatory Mechanism(s) that establishes requirements for erosion and sediment controls and waste controls that is at least as stringent as the **Agency's general permit to Discharge Storm water Associated with Construction Activity NO. MN R100001** (as of the **effective date** of this permit). The **permittee's** Regulatory Mechanism(s) shall require that owners and operators of **construction activity** develop site plans that must be submitted to the **permittee** for review and approval, prior to the start of **construction activity**. Site plans must be kept up-to-date by the owners and operators of **construction activity** with regard to **stormwater** runoff controls. The Regulatory Mechanism(s) must require that site plans incorporate the following erosion and sediment controls and waste controls as described in the above referenced permit:

- (1) **BMPs** to minimize erosion
 - (2) **BMPs** to minimize the discharge of sediment and other pollutants
 - (3) **BMPs** for dewatering activities
 - (4) Site inspections and records of rainfall events
 - (5) **BMP** maintenance
 - (6) Management of solid and hazardous wastes on each project site
 - (7) Final stabilization upon the completion of **construction activity**, including the use of perennial vegetative cover on all exposed soils or other equivalent means
 - (8) Criteria for the use of temporary sediment basins
- b. Site plan review

The program shall include written procedures for site plan reviews conducted by the **permittee** prior to the start of **construction activity**, to ensure compliance with requirements of the Regulatory Mechanism(s). The site plan review procedure shall include notification to owners and operators proposing **construction activity** of the need to apply for and obtain coverage under the **Agency's general permit to Discharge Stormwater Associated with Construction Activity NO. MN R100001**.

c. Public input

The program shall include written procedures for receipt and consideration of reports of noncompliance or other **stormwater** related information on **construction activity** submitted by the public to the **permittee**.

d. Site inspections

The program shall include written procedures for conducting site inspections, to determine compliance with the **permittee's** Regulatory Mechanism(s). The written procedures shall:

(1) Include procedures for identifying priority sites for inspection. Prioritization can be based on such parameters as topography, soil characteristics, type of **receiving water(s)**, stage of construction, compliance history, weather conditions, or other local characteristics and issues.

(2) Identify frequency at which site inspections will be conducted

(3) Identify name(s) of individual(s) or position titles responsible for conducting site inspections

(4) Include a checklist or other written means to document site inspections when determining compliance.

e. Enforcement Response Procedures (ERPs) required by Part III.B of this permit

f. Documentation of the following information:

(1) For each site plan review - The project name, location, total acreage to be disturbed, owner and operator of the proposed **construction activity**, and any **stormwater** related comments and supporting documentation used by the **permittee** to determine project approval or denial.

(2) For each site inspection - Inspection checklists or other written means used to document site inspections

Best Management Practices

4.1 Regulatory Mechanism - Erosion, Sediment and Waste Controls

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

Develop, implement and enforce a regulatory mechanism that establishes requirements for erosion and sediment control and waste control from construction activity as described by NPDES permit.

Goals

4.1.1 ESC Regulatory Mechanism

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

The City of Roseville has developed and adopted a regulatory mechanism to establish requirements for erosion and sediment controls and waste controls from construction activity as described by the NPDES permit. The following link will direct you to Roseville's City Code that contains adopted construction activity regulatory mechanisms:

<http://www.cityofroseville.com/2538/Stormwater-Ordinance-Standards>

Conduct an annual review of the construction site stormwater runoff control mechanisms and related policies and procedures. Identify any need for revisions to improve the regulatory mechanism effectiveness.

Summarize the results of the review and described any necessary changes, including specific revisions required.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

4.2 Site Plan Review - ESC

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

Develop, maintain and implement written site plan review procedures for construction site erosion and sediment control practices prior to the start of construction activity to ensure compliance with requirements of the Regulatory Mechanism(s). Include notification to owners and operators proposing construction activity of the need to apply for and obtain coverage under the Agency's general permit.

Goals

4.2.1 Annual Review - Construction Site Stormwater Runoff Control Procedures

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

The City of Roseville has developed procedures for review of construction site erosion and sediment control practices as described, including notification procedures as required. These procedures are included in the City of Roseville MS4 SOPs and ERPs document. This document shall be reviewed annually and updated with any identified changes.

Provide a summary of any identified changes to the the City of Maplwood MS4 SOPs and ERPs related to review of construction site erosion and sediment control practices.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

4.2.3 ESC Site Plan Reviews

Responsible Staff / Position: Dan Turner
Project Coordinator
651-792-7045

Description

Erosion control site plans shall be submitted for all grading and construction activities as detailed in the City of Roseville MS4 SOPs and ERPs document. The review process shall follow steps as laid out in the City of Roseville MS4 SOPs and ERPs document.

For each reporting period provide a summary of projects requiring an erosion control site plan review. The summary shall include the following information:

- Project name and number
- Location
- Total acreage disturbed
- Owner and operator of the proposed construction activity

All storm water related comments and supporting documentation used by the permittee to determine project approval or denial shall be stored in the City's project files.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

4.3 Site Inspections - Construction

Responsible Staff / Position: Dana Stevens
Right-of-Way Coordinator
651-792-7047

Required: Yes

Description

The City of Roseville has developed written procedures for site inspections for construction site erosion and sediment control practices, including notification procedures as required. These procedures are included in the City of Roseville MS4 Standard Operation Procedures (SOPs) and Enforcement Response Procedures (ERPs) document. This document shall be reviewed annually and updated with any identified changes.

The City shall follow the site inspection procedures as detailed in the City of Roseville MS4 SOPs and ERPs document for all public reported issues relative to noncompliance with stormwater management during construction activities.

Goals

4.3.1 Annual Review - Construction Site Inspection Procedures

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

Review construction site inspection procedures annually and update as necessary to maintain an effective program in compliance with permit requirements. These procedures are included in the City of Roseville MS4 SOPs and ERPs document.

Summarize any planned or completed revisions to the written construction site inspection procedures each reporting period and provide a copy of or link to the current procedures.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

4.3.2 Conduct Construction Site ESC Inspections

Responsible Staff / Position: Dana Stevens
Right-of-Way Coordinator
651-792-7047

Description

Conduct construction site erosion and sediment control and waste control inspections in accordance with the written program procedures and documentation.

On an annual basis provide a summary report on the number of inspections completed each reporting period, including inspection checklists or other written means used to document site inspections.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

4.4 Construction Activity SOPs & ERPs

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

Develop and implement standard operating procedures (SOPs) and enforcement response procedures (ERP) for construction site stormwater runoff control as described in the NPDES permit.

Goals

4.4.1 Annual Review - ERP for Construction Activity

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

The City of Roseville has developed standard operation procedures (SOPs) and enforcement response procedures (ERPs) for construction site stormwater runoff control as described in the NPDES permit. These procedures are included in the City of Roseville MS4 SOPs and ERPs document. This document shall be reviewed annual and updated with an identified changes.

Provide a summary of any identified changes to the City of Roseville MS4 SOPs and ERPs document related to construction site stormwater runoff control.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

5 MCM 5: Post-Construction Stormwater Management

Responsible Staff / Position:

Description:

New permittees shall develop, implement, and enforce, and **existing permittees** shall revise their current program, as necessary, and continue to implement and enforce, a Post-Construction **Stormwater** Management program that prevents or **reduces water pollution** after **construction activity** is completed, related to **new development** and **redevelopment** projects with land disturbance of greater than or equal to one acre, including projects less than one acre that are part of a larger **common plan of development or sale**, within the permittee's jurisdiction and that discharge to the **permittee's small MS4**. The program shall consist, at a minimum, of the following:

a. A Regulatory Mechanism(s) that incorporates:

(1) A requirement that owners and/or operators of **construction activity** submit site plans with post-construction **stormwater** management **BMPs** to the **permittee** for review and approval, prior to start of **construction activity**

(2) Conditions for Post-Construction **Stormwater** Management:

The **permittee** shall develop and implement a Post-Construction **Stormwater** Management program that requires the use of any combination of **BMPs**, with highest preference given to **Green Infrastructure** techniques and practices (e.g., infiltration, evapotranspiration, reuse/harvesting, conservation design, urban forestry, green roofs, etc.), necessary to meet the following conditions on the site of a **construction activity** to the **MEP**:

(a) For **new development** projects - no net increase from pre-project conditions (on an annual average basis) of:

1) **Stormwater** discharge Volume, unless precluded by the **stormwater** management limitations in Part 111.D.5.a(3)(a)

2) **Stormwater** discharges of Total Suspended Solids (TSS)

3) **Stormwater** discharges of Total Phosphorus (TP)

(b) For **redevelopment** projects - a net reduction from pre-project conditions (on an annual average basis) of:

1) **Stormwater** discharge Volume, unless precluded by the **stormwater** management limitations in Part 111.D.5.a(3)(a)

2) **Stormwater** discharges of TSS

3) **Stormwater** discharges of TP

(3) **Stormwater** management limitations and exceptions

(a) Limitations

1) The **permittee's** Regulatory Mechanism(s) shall prohibit the use of infiltration techniques to achieve the conditions for post-construction **stormwater** management in Part III.D.5.a(2) when the infiltration **structural stormwater BMP** will receive discharges from, or be constructed in areas:

a) Where industrial facilities are not authorized to infiltrate industrial **stormwater** under an **NPDES/SDS Industrial Stormwater** Permit issued by the **Agency**

b) Where vehicle fueling and maintenance occur

c) With less than three (3) feet of separation distance from the bottom of the infiltration system to the elevation of the seasonally **saturated soils** or the top of bedrock

d) Where high levels of contaminants in soil or groundwater will be mobilized by the infiltrating **stormwater**

2) The **permittee's** Regulatory Mechanism(s) shall restrict the use of infiltration techniques to achieve the conditions for post-construction **stormwater** management, without higher engineering review, sufficient to provide a functioning treatment system and prevent adverse impacts to groundwater, when the infiltration device will be constructed in areas:

a) With predominately Hydrologic Soil Group D (clay) soils

b) Within 1,000 feet up-gradient, or 100 feet down-gradient of **active karst** features

c) Within a Drinking Water Supply Management Area (DWSMA) as defined in Minn. R. 4720.5100, subp. 13

d) Where soil infiltration rates are more than 8.3 inches per hour

- 3) For linear projects where the lack of right-of-way precludes the installation of volume control practices that meet the conditions for post-construction **stormwater** management in Part.III.D.5.a(2), the **permittee's** Regulatory Mechanism(s) may allow exceptions as described in Part III.D.5.a(3)(b). The **permittee's** Regulatory Mechanism(s) shall ensure that a reasonable attempt be made to obtain right-of-way during the project planning process.
- (b) Exceptions for stormwater discharge volume

The **permittee's** Regulatory Mechanism(s) may allow for lesser volume control on the site of the original **construction activity** than that in Part III.D.5.a(2) only under the following circumstances:

- 1) The owner and/or operator of a **construction activity** is precluded from infiltrating **stormwater** through a designed system due to any of the infiltration related limitations described above, and
- 2) The owner and/or operator of the **construction activity** implements, to the **MEP**, volume reduction techniques, other than infiltration, (e.g., evapotranspiration, reuse/harvesting, conservation design, green roofs, etc.) on the site of the original **construction activity** that **reduces stormwater** discharge volume, but may not meet the conditions for post-construction **stormwater** management in Part.III.D.5.a(2).

(4) Mitigation provisions

There may be circumstances where the **permittee** or other owners and operators of a **construction activity** cannot cost effectively meet the conditions for post-construction **stormwater** management for TSS and/or TP in Part III.D.5.a(2) on the site of the original **construction activity**. For this purpose, the **permittee** shall identify, or may require owners or operators of a **construction activity** to identify, locations where mitigation projects can be completed. The **permittee's** Regulatory Mechanism(s) shall ensure that any **stormwater** discharges of TSS and/or TP not addressed on the site of the original **construction activity** are addressed through mitigation and, at a minimum, shall ensure the following requirements are met:

(a) Mitigation project areas are selected in the following order of preference:

- 1) Locations that yield benefits to the same **receiving water** that receives runoff from the original **construction activity**
- 2) Locations within the same Department of Natural Resource (**DNR**) **catchment area** as the original **construction activity**
- 3) Locations in the next adjacent **DNR catchment area** up-stream
- 4) Locations anywhere within the **permittee's** jurisdiction

(b) Mitigation projects must involve the creation of new **structural stormwater BMPs** or the retrofit of existing **structural stormwater BMPs**, or the use of a \ properly designed regional **structural stormwater BMP**.

(c) Routine maintenance of **structural stormwater BMPs** already required by this permit cannot be used to meet mitigation requirements of this Part.

(d) Mitigation projects shall be completed within 24 months after the start of the original **construction activity**.

(e) The **permittee** shall determine, and document, who is responsible for long-term maintenance on all mitigation projects of this Part.

(f) If the **permittee** receives payment from the owner and/or operator of a **construction activity** for mitigation purposes in lieu of the owner or operator of that **construction activity** meeting the conditions for post-construction **stormwater** management in Part III.D.5.a(2), the **permittee** shall apply any such payment received to a public **stormwater** project, and all projects must be in compliance with Part III.D.5.a(4)(a)-(e).

(5) Long-term maintenance of structural stormwater BMPs

The **permittee's** Regulatory Mechanism(s) shall provide for the establishment of legal mechanism(s) between the **permittee** and owners or operators responsible for the long-term maintenance of **structural stormwater BMPs** not owned or operated by the **permittee**, that have been implemented to meet the conditions for post-construction **stormwater** management in Part III.D.5.a(2). This only includes **structural stormwater BMPs** constructed after the **effective date** of this permit, that are directly connected to the **permittee's MS4**, and that are in the **permittee's** jurisdiction. The legal mechanism shall include provisions that, at a minimum:

- (a) Allow the **permittee** to conduct inspections of **structural stormwater BMPs** not owned or operated by the **permittee**, perform necessary maintenance, and assess costs for those

structural stormwater BMPs when the **permittee** determines that the owner and/or operator of that **structural stormwater BMP** has not conducted maintenance.

(b) Include conditions that are designed to preserve the **permittee's** right to ensure maintenance responsibility, for **structural stormwater BMPs** not owned or operated by the **permittee**, when those responsibilities are legally transferred to another party.

(c) Include conditions that are designed to protect/preserve **structural stormwater BMPs** and site features that are implemented to comply with Part III.D.5.a(2). If site configurations or **structural stormwater BMPs** change, causing decreased **structural stormwater BMP** effectiveness, new or improved **structural stormwater BMPs** must be implemented to ensure the conditions for post-construction **stormwater** management in Part III.D.5.a(2) continue to be met.

b. Site plan review

The program shall include written procedures for site plan reviews conducted by the **permittee** prior to the start of **construction activity**, to ensure compliance with requirements of the Regulatory Mechanism(s).

c. Documentation of the following information:

(1) Any supporting documentation used by the **permittee** to determine compliance with Part III.D.5.a, including the project name, location, owner and operator of the **construction activity**, any checklists used for conducting site plan reviews, and any calculations used to determine compliance

(2) All supporting documentation associated with mitigation projects authorized by the **permittee**

(3) Payments received and used in accordance with Part III.D.5.a(4)(f)

(4) All legal mechanisms drafted in accordance with Part III.D.5.a(5), including date(s) of the agreement(s) and name(s) of all responsible parties involved

Best Management Practices

5.1 Regulatory Mechanism - Post-Construction Stormwater Management

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

Develop, implement and enforce a regulatory mechanism that establishes requirements for post-construction stormwater management as described by NPDES permit.

Goals

5.1.1 Post-Construction Regulatory Mechanism Responsible Staff /

Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

The City of Roseville has developed and adopted a regulatory mechanism to establish requirements for post-construction stormwater management as described by the NPDES permit. The following link will direct you to Roseville's City Code that contains adopted construction activity regulatory mechanisms:

<http://www.cityofroseville.com/2538/Stormwater-Ordinance-Standards>

Conduct an annual review of the post-construction stormwater management regulatory mechanism and related policies and procedures. Identify any need for revisions to improve the regulatory mechanism effectiveness.

Summarize the results of the review and described any necessary changes, including specific revisions required.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

5.2 Post-Construction BMPs

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

The City of Roseville has several ordinances and standards that must be followed to meet post construction runoff rates and water quality infiltration volume requirements. There are a variety of both structural and non- structural BMPs that can be used to meet the City's requirements. The type of BMPs can vary from raingardens, underground infiltration systems, underground rate control facilities, structural water quality facilities, and ponding systems.

These BMPs require various levels of maintenance to maintain their effectiveness. Therefore, it is important that the City maintains a system for tracking the locations and types of BMPs installed within the city, require a maintenance agreements on all new private BMPs, and to maintain a system for tracking the private stormwater maintenance agreements.

Goals

5.2.1 Maintain City Database and GIS Map for Private Maintenance Agreements

Responsible Staff / Position: Jolinda Stapleton
GIS Coordinator
651-792-7044

Description

Throughout each reporting cycle, the City's database and GIS map for Private Maintenance Agreements Map be updated with each new maintenance agreement. A copy of the fully executed agreements shall be scanned and entered into the system along with updating the GIS map.

For each reporting year review completed projects to verify that all fully executed agreements have been added. Report the number of new private maintenance agreements for each reporting year.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

5.3 Post-Construction Stormwater Management SOPs and ERPs

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

Develop, maintain, and implement standard operating procedures (SOPs) and enforcement response procedures (ERP) related to post-construction stormwater management as described in the NPDES permit.

Goals

5.3.1 Post-Construction Stormwater Management SOPs & ERPs

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

The City of Roseville has developed standard operation procedures (SOPs) and enforcement response procedures (ERPs) for construction site stormwater runoff control as described in the NPDES permit. These procedures are included in the City of Roseville MS4 SOPs and ERPs document. This document shall be reviewed annually and updated with an identified changes.

Provide a summary of any identified changes to the City of Roseville MS4 SOPs and ERPs document related to post-construction stormwater management.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

6 MCM 6: Pollution Prevention/ Good Housekeeping for Municipal Operations

Responsible Staff / Position:

Description:

New permittees shall develop and implement, and **existing permittees** shall revise their current program, as necessary, and continue to implement, an operations and maintenance program that prevents or **reduces** the discharge of pollutants from **permittee** owned/operated facilities and operations to the **small MS4**. The operations and maintenance program shall include, at a minimum, the following:

a. Facilities Inventory

The **permittee** shall develop and maintain an inventory of **permittee** owned/operated facilities that contribute pollutants to **stormwater** discharges. Facilities to be inventoried may include, but is not limited to: composting, equipment storage and maintenance, hazardous waste disposal, hazardous waste handling and transfer; landfills, solid waste handling and transfer, parks, pesticide storage, public parking lots, public golf courses; public swimming pools, public works yards, recycling, salt storage, vehicle storage and maintenance (e.g., fueling and washing) yards, and materials storage yards.

b. Development and Implementation of BMPs for inventoried facilities and municipal operations

Considering the source of pollutants and sensitivity of **receiving waters** (e.g., Outstanding Resource Value Waters (ORVWs), **impaired waters**, trout streams, etc.), the **permittee** shall develop and implement **BMPs** that prevent or **reduce** pollutants in **stormwater** discharges from the **small MS4** and from:

- (1) All inventoried facilities that discharge to the **MS4**, and
- (2) The following municipal operations that may contribute pollutants to stormwater discharges, where applicable:
 - (a) Waste disposal and storage, including dumpsters
 - (b) Management of temporary and permanent stockpiles of materials such as street sweepings, snow, deicing materials (e.g., salt), sand and sediment removal piles
 - (c) Vehicle fueling, washing and maintenance
 - (d) Routine street and parking lot sweeping
 - (e) Emergency response, including spill prevention plans
 - (f) Cleaning of maintenance equipment, building exteriors, dumpsters, and the disposal of associated waste, and wastewater
 - (g) Use, storage, and disposal of significant materials**
 - (h) Landscaping, park, and lawn maintenance
 - (i) Road maintenance, including pothole repair, road shoulder maintenance, pavement marking, sealing, and repaving
 - (j) Right-of-way maintenance, including mowing
 - (k) Application of herbicides, pesticides, and fertilizers
 - (l) Cold-weather operations, including plowing or other snow removal practices, sand use, and application of deicing compounds

c. Development and implementation of **BMPs** for **MS4** discharges that may affect Source Water Protection Areas (Minn. R. 4720.5100-4720.5590)

The **permittee** shall incorporate **BMPs** into the **SWPPP** to protect any of the following drinking water sources that the **MS4** discharge may affect, and the **permittee** shall include the map of these sources with the **SWPPP** if they have been mapped:

- (1) Wells and source waters for DWSMAs identified as vulnerable under Minn. R. 4720.5205, 4720.5210, and 4720.5330

(2) Source water protection areas for surface intakes identified in the source water assessments conducted by or for the Minnesota Department of Health (MDH) under the federal Safe Drinking Water Act, U.S.C. SubSection 300j - 13

d. Pond Assessment Procedures and Schedule

The **permittee** shall develop procedures and a schedule for the purpose of determining the TSS and TP treatment effectiveness of all **permittee** owned/operated ponds constructed and used for the collection and treatment of **stormwater**. The schedule (which may exceed this permit term) shall be based on measureable goals and priorities established by the **permittee**.

e. Inspections

(1) Unless inspection frequency is adjusted as described below, the **permittee** shall conduct annual inspections of **structural stormwater BMPs** (excluding **stormwater** ponds which are under a separate schedule below) to determine structural integrity, proper function and maintenance needs.

Inspections of **structural stormwater BMPs** shall be conducted annually unless the **permittee** determines if either of the following conditions apply: 1) Complaints received or patterns of maintenance indicate a greater frequency is necessary, or 2) Maintenance or sediment removal is not required after completion of the first two annual inspections; in which case the **permittee** may reduce the frequency of inspections to once every two (2) years. However, **existing permittees** are authorized under this permit to continue using inspection frequency adjustments, previously determined under the *general stormwater permit/or small MS4s No. MNR040000*, effective June 1, 2006, provided that documentation requirements in Part III.D.6.h(2) are satisfied.

(2) Prior to the expiration date of this permit, the **permittee** shall conduct at least one inspection of all ponds and **outfalls** (excluding underground **outfalls**) in order to determine structural integrity, proper function, and maintenance needs.

(3) The **permittee** shall conduct quarterly inspections of stockpiles, and storage and material handling areas as inventoried in Part III.D.6.a, to determine maintenance needs and proper function of **BMPs**.

f. Maintenance

Based on inspection findings, the **permittee** shall determine if repair, replacement, or maintenance measures are necessary in order to ensure the structural integrity, proper function, and treatment effectiveness of **structural stormwater BMPs**. Necessary maintenance shall be completed as soon as possible to prevent or reduce the discharge of pollutants to stormwater.

g. Employee Training

The **permittee** shall develop and implement a **stormwater** management training program commensurate with employee's job-duties as they relate to the **permittee's SWPPP**, including reporting and assessment activities. The **permittee** may use training materials from the United States Environmental Protection Agency (USEPA), state and regional agencies, or other organizations as appropriate to meet this requirement. The employee training program shall:

- (1) Address the importance of protecting water quality
- (2) Cover the requirements of the permit relevant to the job duties of the employee
- (3) Include a schedule that establishes initial training for new and/or seasonal employees, and recurring training intervals for existing employees to address changes in procedures, practices, techniques, or requirements

h. Documentation of the following information:

- (1) Date(s) and description of findings of all inspections conducted in accordance with Part III.D.6.e

- (2) Any adjustments to inspection frequency as authorized under Part III.D.6.e(1)
- (3) A description of maintenance conducted, including dates, as a result of inspection findings
- (4) Pond sediment excavation and removal activities, including:
 - (a) The unique ID number (consistent with that required in Part III.C.2.a) of each **stormwater** pond from which sediment is removed
 - (b) The volume (e.g., cubic yards) of sediment removed from each **stormwater** pond
 - (c) Results from any testing of sediment from each removal activity
 - (d) Location(s) of final disposal of sediment from each **stormwater** pond
- (5) Employee **stormwater** management training events, including a list of topics covered, names of employees in attendance, and date of each event

Best Management Practices

6.1 Facilities Inventory List

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

Develop and maintain an inventory of permittee owned/ operated facilities that contribute pollutants to stormwater discharges.

Facilities to be inventoried may include, but are not limited to: composting, equipment storage and maintenance, hazardous waste disposal, hazardous waste handling and transfer; landfills, solid waste handling and transfer, parks, pesticide storage, public parking lots, public golf courses; public swimming pools, public works yards, recycling, salt storage, vehicle storage and maintenance (e.g., fueling and washing) yards, and materials storage yards.

Goals

6.1.1 MS4 Facilities Inventory

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

The City of Roseville has developed facilities inventory list as describe in the NPDES permit. The City has also developed a GIS map that shows the location and information of each facility.

Conduct an annual review of the facilities inventory list. Identify any need for revisions to list or the GIS map. Summarize the results of the review and described any necessary changes required.

Provide a copy of or link to the completed and updated inventory each reporting period.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

6.2 Street Sweeping

Responsible Staff / Position: Steve Zweber
Streets Superintendent
651-792-7052

Required: Yes

Description

The City will continue the current street sweeping program for vehicle safety, pedestrian safety, and water quality and environmental reasons. Street sweeping will be done as weather permits once during spring and once during the fall of each year. The City also prioritizes sweeping to target key areas of the City as needed and in environmentally sensitive areas.

Goals

6.2.1 Annual Street Sweeping

Responsible Staff / Position: Steve Zweber
Streets Superintendent
651-792-7052

Description

On an annual basis the streets in Roseville will sweep at least once in the spring and once in the fall. Additional sweeping in targeted or environmental sensitive areas will be done as weather permits.

For each reporting cycle attach the sweeping records and include a summary of estimated miles of roads swept, volume of material collected, and weight of material collected.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

6.3 Employee Training

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

Develop and implement a stormwater management training program commensurate with employee's job-duties as they relate to the permittee's SWPPP, including reporting and assessment activities. The permittee may use training materials from the United States Environmental Protection Agency (USEPA), state and regional agencies, or other organizations as appropriate to meet this requirement. The employee training program shall:

1. Address the importance of protecting water quality
2. Cover the requirements of the permit relevant to the job duties of the employee
3. Include a schedule that establishes initial training for new and/or seasonal employees, and recurring training intervals for existing employees to address changes in procedures, practices, techniques, or requirements

Goals

6.3.1 Annual Employee Training

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

Conduct a staff training event on stormwater related topic at a **minimum of one time each year**. The training will be provided, in accordance with the City of Roseville MS4 SOPs and ERPs document, to ensure the following:

- 1) Staff understands the importance of protecting water quality
- 2) Cover what requirements of the city's MS4 permit are relevant to the job duties of the employees
- 3) Provide continuing education opportunities through seminars, MnDot certification classes, educational material, and various other methods

For each reporting cycle attach a summary of the various training help/attended through out the year and include the following information:

- 1) Date(s)
- 2) List of topics covered
- 3) Number of employees in attendance

Planned: 2016

Complete: 2016

Activity Date	Name	Description
01/13 & 19/2016	Staff training	Annual MS4 All Staff training- Salt Use

6.4 Inspections - Stormwater BMPs

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

(1) Conduct annual inspections of structural stormwater BMPs (excluding stormwater ponds which are under a separate schedule below) to determine structural integrity, proper function and maintenance needs.

Inspections of structural stormwater BMPs shall be conducted annually unless the permittee determines if either of the following conditions apply:

1) Complaints received or patterns of maintenance indicate a greater frequency is necessary, or
2) Maintenance or sediment removal is not required after completion of the first two annual inspections; in which case the permittee may reduce the frequency of inspections to once every two (2) years.
However, existing permittees are authorized under this permit to continue using inspection frequency adjustments, previously determined under the general storm water permit/or small MS4s NO.MNR040000, effective June 1, 2006, provided that documentation requirements in Part III.D.6.h(2) are satisfied.

(2) Conduct at least one inspection of all ponds and outfalls (excluding underground outfalls) in order to determine structural integrity, proper function, and maintenance needs prior to the expiration date of this permit

(3) Conduct quarterly inspections of stockpiles, and storage and material handling areas as inventoried in Part III.D.6.a, to determine maintenance needs and proper function of BMPs.

Goals

6.4.1 Annual Inspections - Structural Stormwater BMPs

Responsible Staff / Position: Steve Zweber
Streets Superintendent
651-792-7052

Description

Conduct annual inspections of structural stormwater BMPs (i.e. trap manholes, sumps, floatable skimmers, separators, and other small settling or filtering devices) to determine structural integrity, proper function and maintenance needs. Adjust the inspection frequency per existing permit terms and conditions.

For each reporting cycle attach a summary of inspections documenting the dates of and findings of all inspections. Include a description of required maintenance and any adjustments to the inspection frequency.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
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None		
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6.4.2 Inspections 20% Per Year - Ponds and Outfalls

Responsible Staff / Position: Steve Zweber
Streets Superintendent
651-792-7052

Description

Inspect at least 20% of system ponds and outfalls each year to determine structural integrity, proper function and maintenance needs.

For each reporting cycle attach a summary of inspections documenting the dates of and findings of all inspections. Include a description of required maintenance and any adjustments to the inspection frequency.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

6.4.3 Quarterly Inspections - Stockpiles & Material Handling Areas

Responsible Staff / Position: Steve Zweber
Streets Superintendent
651-792-7052

Description

Conduct quarterly inspections of stockpiles, inventoried storage areas and material handling areas to determine maintenance needs and proper function of BMPs.

For each reporting cycle attach a summary of inspections documenting the dates of and findings of all inspections. Include a description of required maintenance and any adjustments to the inspection frequency.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

6.5 Maintenance Activities

Responsible Staff / Position: Steve Zweber
Streets Superintendent
651-792-7052

Required: Yes

Description

Determine if repair, replacement, or maintenance measures are necessary based on inspection findings to ensure the structural integrity, proper function, and treatment effectiveness of the following items:

- 1) Stormwater System
- 2) Ponds & Outfalls
- 3) Stockpiles & Material Handling Areas

Complete necessary maintenance as soon as possible to prevent or reduce the discharge of pollutants to stormwater.

Goals

6.5.1 Maintenance - Stormwater System

Responsible Staff / Position: Steve Zweber
Street Superintendent
651-792-7052

Description

Repair, replace or maintain structural the City's stormwater system based on inspection findings to ensure structural integrity, proper function and treatment effectiveness.

For each reporting period attach a summary of maintenance activities performed on the City's stormwater system including a description of maintenance conducted and dates.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

6.5.2 Maintenance - Ponds & Outfalls Responsible

Staff / Position: Steve Zweber
Streets Superintendent
651-792-7052

Description

Repair, replace or maintain ponds and outfalls based on inspection findings to ensure structural integrity, proper function and treatment effectiveness.

For each reporting period attach a summary of maintenance activities performed on the ponds and outfalls including a description of maintenance conducted and dates.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

6.5.3 Maintenance - Stockpiles & Material Handling Areas

Responsible Staff / Position: Steve Zweber
Streets Superintendent
651-792-7052

Description

Repair, replace or maintain stockpiles and material handling areas based on inspection findings to ensure structural integrity, proper function and treatment effectiveness.

For each reporting period attach a summary of maintenance activities performed on the stockpiles and material handling areas including a description of maintenance conducted and dates.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

6.6 Pond Assessment Procedures and Schedule

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

Develop procedures and a schedule to determine the TSS and TP treatment effectiveness of all permittee owned/ operated ponds constructed and used for the collection and treatment of stormwater. The schedule shall be based on measurable goals and priorities established by the permittee.

Goals

6.6.1 Pond Assessments

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

The City of Roseville has developed procedures and a schedule to determine the TSS and TP treatment effectiveness of all permittee owned/ operated ponds constructed and used for the collection and treatment of stormwater. These procedures and schedule are outlined in the City of Roseville MS4 SOPs and ERPs document.

Conduct pond assessments to determine TSS and TP treatment effectiveness in accordance with the City of Roseville MS4 SOPs and ERPs document.

Provide a summary of pond assessments completed including a list of inspected ponds.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

6.7 Pollution Prevention / Good Housekeeping for Municipal Operations SOPs & ERPs

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

Develop, maintain, and implement standard operating procedures (SOPs) and enforcement response procedures (ERP) related to pollution prevention / good housekeeping for municipal operations as described in the NPDES permit.

Goals

6.7.1 Pollution Prevention / Good Housekeeping for Municipal Operations SOPs & ERPs

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

The City of Roseville has developed standard operation procedures (SOPs) and enforcement response procedures (ERPs) for pollution prevention / good housekeeping for municipal operations as described in the NPDES permit. These procedures are included in the City of Roseville MS4 SOPs and ERPs document. This document shall be reviewed annually and updated with an identified changes.

Provide a summary of any identified changes to the City of Roseville MS4 SOPs and ERPs document related to pollution prevention/ good housekeeping for municipal operations.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
None		

7 Compliance Schedule for an Approved TMDL with an Applicable WLA

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description:

Discharges to **Impaired Waters** with a USEPA-Approved **TMDL** that includes and **Applicable WLA**

For each **applicable WLA** approved prior to the **effective date** of this permit, the **BMPs** included in the compliance schedule at application constitute a discharge requirement for the **permittee**. The **permittee** shall demonstrate continuing progress toward meeting each discharge requirement, on a form provided by the **Commissioner**, by submitting the following:

1. An assessment of progress toward meeting each discharge requirement, including a list of all **BMPs** being applied to achieve each **applicable WLA**. For each **structural stormwater BMP**, the **permittee** shall provide a unique identification (ID) number and **geographic coordinate**. If the listed **structural stormwater BMP** is also inventoried as required by Part III.C.2, the same ID number shall be used.
2. A list of all **BMPs** the **permittee** submitted at the time of application in the **SWPPP** document compliance schedule(s) and the stage of implementation for each **BMP**, including any **BMPs** specifically identified for the **small MS4** in the **TMDL** report that the **permittee** plans to implement
3. An up-dated estimate of the cumulative reductions in loading achieved for each **pollutant of concern** associated with each **applicable WLA**
4. An up-dated narrative describing any adaptive management strategies used (including projected dates) for making progress toward achieving each **applicable WLA**

Best Management Practices

7.1 Annual Review of TMDL's with an Applicable WLA

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

On an annual basis the City will conduct a review of all approved Total Maximum Daily Load (TMDLs) with an applicable Waste Load Allocation (WALs).

The review will provide an assessment of progress toward meeting each discharge requirement, including a list of all BMPs being applied to achieve each applicable WLA.

Goals

7.1.1 Annual Review of Current TMDL's Responsible Staff

/ Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

For each reporting cycle the City will conduct a review of all active approved Total Maximum Daily Load (TMDL) with an applicable Waste Load Allocations (WAL).

For each reporting cycle attach a list of all active approved TMDL's with applicable WAL's. Document the name of the water body with the approved TMDL's and type of WAL.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
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None

7.1.2 Annual WAL Progress and BMP's Responsible

Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

Assess progress toward meeting the identified discharge requirement each reporting period.

For each reporting period attach the results of the assessments including a list of all BMPs applied to the applicable WLA.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
----------------------	-------------	--------------------

None

8 SOP's & ERP's

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description:

Store most current version of the City of Roseville MS4 Standard Operation Procedures (SOPs) and Enforcement Response Procedures (ERPs). This document will be reviewed on an annual basis.

Best Management Practices

8.1 Current SOPs & ERPs Document Responsible

Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

Provide the most current version of the City of Roseville MS4 Standard Operations Procedures (SOPs) and Enforcement Response Procedures (ERPs).

Goals

8.1.1 Annually Updated SOPs & ERPs Document

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

Attached is the most current version of the City of Roseville MS4 Standard Operations Procedures (SOPs) and Enforcement Response Procedures (ERPs). Each year the latest version will be attached in order to provide a secure and accessible location for this document.

Planned: 2016

Complete: 2016

Activity Date	Name	Description
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None		
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9 Completed MPCA Annual Report Form

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description:

The MPCA requires each city to submit an annual report for the NPDES permit. This form is distributed by the MPCA and is required to be submitted by June 30th following each reporting cycle.

Best Management Practices

9.1 MPCA Annual Report Form

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Required: Yes

Description

Complete and submit the MPCA's annual report for each reporting cycle. This report is required to be submitted to the MPCA by June 30th of the following year.

Goals

9.1.1 Annual Report Form

Responsible Staff / Position: Ryan Johnson
Environmental Specialist
651-792-7049

Description

Attach a copy of the MPCA's annual report form for each reporting cycle.

Planned: 2017

Complete: 2017

Activity Date	Name	Description
May-June 2017	Annual Report	Complete 2016 Annual Report by June 30, 2017

Appendix E

Water Resource Related Agreements

**EXTRACT OF MINUTES OF MEETING
OF THE
CITY COUNCIL OF THE CITY OF ROSEVILLE**

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 9th day of December, 2013, at 6:00 p.m.

The following members were present: Willmus, Laliberte, Etten, McGehee; and Roe the following were absent: none.

Member Laliberte introduced the following resolution and moved its adoption:

RESOLUTION No. 11112

**A RESOLUTION REGARDING THE ADMINISTRATION
OF THE MINNESOTA WETLAND CONSERVATION ACT**

WHEREAS, the Minnesota Wetland Conservation Act of 1991 (WCA) requires local government units (LGUs) to implement the rules and regulations promulgated by the Board of Water and Soil Resources (BWSR) pertaining to wetland draining, filling and excavation; and

WHEREAS, Minnesota Rules, chapter 8420 have been adopted by BWSR in accordance with the rulemaking provisions of Minnesota Statutes, chapter 14, for the purpose of implementing WCA; and

WHEREAS, Minnesota Rules 8420.0200, Subpart 1, Item E allows a county, city, or town to delegate implementation of chapter 8420 and the act to another governmental entity by the passage of resolutions by both parties; and

WHEREAS, both parties must provide notice to BWSR, the Department of Natural Resources, and the Soil and Water Conservation District of the delegation, including a copy of the resolution and a description of the applicable geographic area, within 15 business days of adoption of the resolution.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Roseville that:

The authority and administrative responsibility to implement WCA as the LGU within the legal boundaries of the City of Roseville is delegated to Ramsey-Washington Metro Watershed District as of December 9, 2013, in accordance with Minnesota Rules, Chapter 8420.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Etten and upon vote being taken thereon, the following voted in favor thereof: Willmus, Laliberte, Etten, McGehee; and Roe the following were absent: none.

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 9th day of December, 2013, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 9th day of December, 2013.



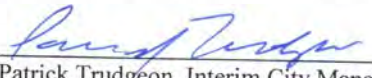
Patrick Trudgeon, Interim City Manager

(Seal)

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 9th day of December, 2013, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 9th day of December, 2013.



Patrick Trudgeon, Interim City Manager

(Seal)

**EXTRACT OF MINUTES OF MEETING
OF THE
CITY COUNCIL OF THE CITY OF ROSEVILLE**

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 21st day of July, 2014, at 6:00 p.m.

The following members were present: McGehee, Willmus, Laliberte, Etten, Roe; and the following were absent: None.

Member McGehee introduced the following resolution and moved its adoption:

RESOLUTION No. 11164

**A RESOLUTION REGARDING THE ADMINISTRATION
OF THE MINNESOTA WETLAND CONSERVATION ACT**

WHEREAS, the Minnesota Wetland Conservation Act of 1991 (WCA) requires local government units (LGUs) to implement the rules and regulations promulgated by the Board of Water and Soil Resources (BWSR) pertaining to wetland draining, filling and excavation; and

WHEREAS, Minnesota Rules, chapter 8420 have been adopted by BWSR in accordance with the rulemaking provisions of Minnesota Statutes, chapter 14, for the purpose of implementing WCA; and

WHEREAS, Minnesota Rules 8420.0200, Subpart 1, Item E allows a county, city, or town to delegate implementation of chapter 8420 and the act to another governmental entity by the passage of resolutions by both parties; and

WHEREAS, both parties must provide notice to BWSR, the Department of Natural Resources, and the Soil and Water Conservation District of the delegation, including a copy of the resolution and a description of the applicable geographic area, within 15 business days of adoption of the resolution.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Roseville that:

The authority and administrative responsibility to implement WCA as the LGU within the legal boundaries of Capitol Region Watershed District, and the City of Roseville is delegated to Capitol Region Watershed District as of July 21, 2014, in accordance with Minnesota Rules, Chapter 8420.

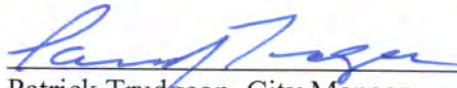
The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Etten and upon vote being taken thereon, the following voted in favor thereof: McGehee, Willmus, Laliberte, Etten, Roe and the following voted against the same: None.

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 21st day of July, 2014, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 21st day of July, 2014.



Patrick Trudgeon, City Manager

(Seal)

Appendix F

Local Drainage Issues

Location	Issue
Acron Rd, 0-2195	Poor surface water management resulting in persistent wet yard condition and/or erosion
Aglen St, 1806	Poor surface water management resulting in persistent wet yard condition and/or erosion
Asbury St, 3000	Poor surface water management resulting in persistent wet yard condition and/or erosion
Bossard Dr, 2241	Public manhole surcharges in large/intense rainfalls
Bossard Dr, 2225-2214	Poor surface water management resulting in persistent wet yard condition and/or erosion
Brooks Ave, 1033	Drainage from street overtopping curb and flowing through private property
Brooks Ave, 380-350 & Transit 375-345	Poor surface water management resulting in persistent wet yard condition and/or erosion
County Rd C2, 1474	Street floods into yard during large/intense rainfalls
Dellwood Ave, 2271-2179	Poor surface water management resulting in persistent wet yard condition and/or erosion
Eldridge Ave, 1803-1789 & Fairview Ave, 2100	Poor surface water management resulting in persistent wet yard condition and/or erosion
Eldridge Ave, 1996	Poor surface water management resulting in persistent wet yard condition and/or erosion
Eldridge Ave, 2042	Poor surface water management resulting in persistent wet yard condition and/or erosion
Fairview Ave, 2891	Drainage from street overtopping curb and flowing through private property
Fernwood Ave, 2744	Poor surface water management resulting in persistent wet yard condition and/or erosion
Fisk St, 2560	Poor surface water management resulting in persistent wet yard condition and/or erosion
Gluek Lane, All	Trunk line storm sewer is undersized and surcharging happens in the neighborhood.
Hamline Ave, 2048	Parking lot drainage issue
Heinel Dr, 837-825	Poor surface water management resulting in persistent wet yard condition and/or erosion
Josephine Rd, 1281	Poor surface water management resulting in persistent wet yard condition and/or erosion
Laurie Rd, 2292 & Fulham St, 2216	Poor surface water management resulting in persistent wet yard condition and/or erosion
Loren Rd, 2043-2045	Poor surface water management resulting in persistent wet yard condition and/or erosion
Marion Rd, 2196	Poor surface water management resulting in persistent wet yard condition and/or erosion
McCarrons Blvd N, 316	Drainage from public property overtopping curb and flowing through private property
Mid Oaks Ln, 89	Poor surface water management resulting in persistent wet yard condition and/or erosion
Millwood Ave, 1658	Drainage from public property overtopping curb and flowing through private property
Millwood Ln, 899-905	Overland flow from adjacent properties flowing through private property
Minnesota Ave, 302	Public manhole surcharges in large/intense rainfalls
Minnesota Ave, 312	Drainage from street overtopping curb and flowing through private property
Old Highway 8, 2922-2994 & Troseth Rd, 2917-2995	Poor surface water management resulting in persistent wet yard condition and/or erosion
Owasso Ln, 534-542 & Hillscourte S, 2840-2800	Poor surface water management resulting in persistent wet yard condition and/or erosion
Sherren St, 1215	Drainage from street overtopping curb and flowing through private property
Shorewood Ln, 3014	Street floods into yard during large/intense rainfalls
Shorewood Ln, 3065	Poor surface water management resulting in persistent wet yard condition and/or erosion
Shorewood Ln, 3070-3076	Public pipe causes bank erosion
Shryer Ave, 1260	Poor surface water management resulting in persistent wet yard condition and/or erosion
Shryer Ave, 1835	Poor surface water management resulting in persistent wet yard condition and/or erosion
Skillman Ave, 1253	Street floods into yard during large/intense rainfalls
Skillman Ave, 2000	Poor surface water management resulting in persistent wet yard condition and/or erosion
South Owasso Blvd, 340	Poor surface water management resulting in persistent wet yard condition and/or erosion
South Owasso Blvd, 345-317	Poor surface water management resulting in persistent wet yard condition and/or erosion
Victoria St, 2800	Drainage from street overtopping curb and flowing through private property
Woodlyn Ave, 1480 & Clarmar, 1479	Poor surface water management resulting in persistent wet yard condition and/or erosion

Comprehensive Surface Water Management Plan Update

Engineering Department

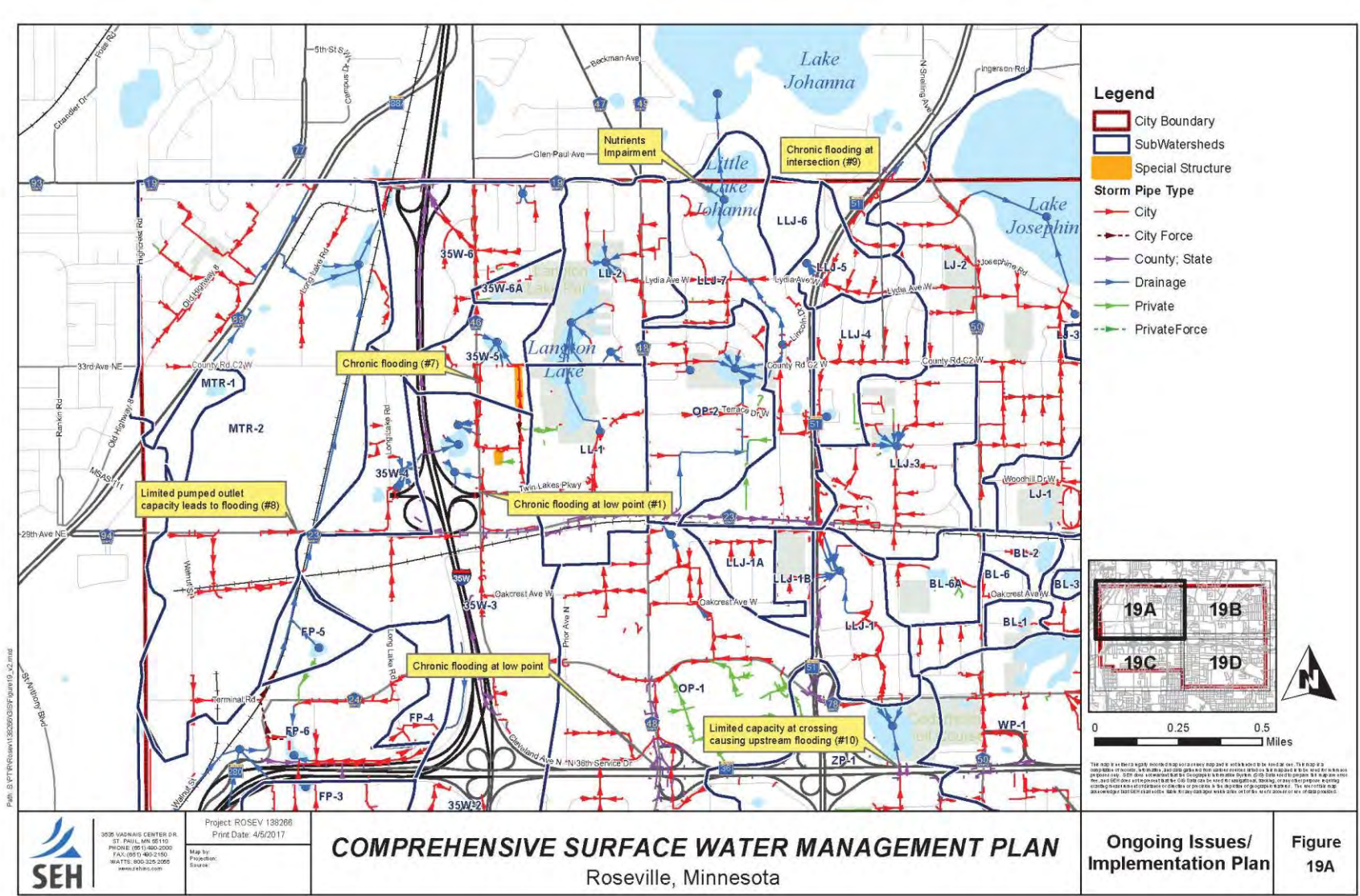


- Public Input (started August 2016)
 - PWETC – 3 Meetings
 - Stormwater Webpage
 - Speak Up Roseville
 - Electronic Survey
 - Articles through Communications Dept.

- Major Updates from 2013 Plan
 - Requirements for Plan Updates
 - Aligned stormwater standards with other local agencies
 - Added Non-Residential Stormwater Impact Fund
 - Issues Assessment Map
 - Expanded Local Drainage Issues (Appendix F)

Comprehensive Surface Water Management Plan Update

Implementation Plan



Comprehensive Surface Water Management Plan Update

Implementation Plan

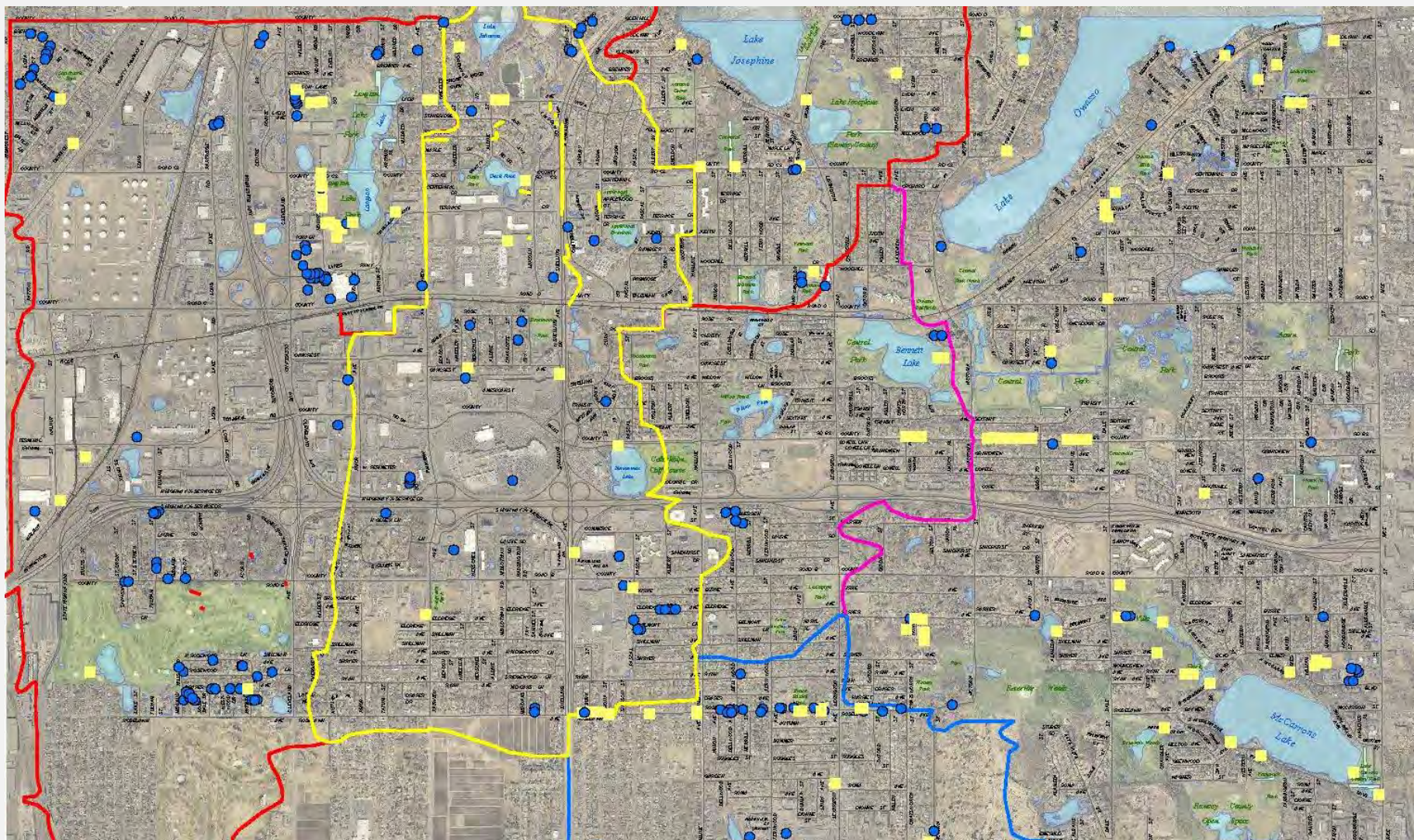
Flood Protection and Runoff Management	Perform hydrologic and hydraulic analysis of Iona Pond drainage system (issue area #1) and identify potential improvements to alleviate flooding		35W-3	\$35,000.00
Flood Protection and Runoff Management	Implement recommended study improvements		35W-3	\$2,500,000.00
Flood Protection and Runoff Management	Implement remaining recommended study improvements in Walsh Lake subwatershed area to address issue area 2a and 2b.		WL-1 & 6	\$150,000.00
Flood Protection and Runoff Management	Perform hydrologic and hydraulic analysis of Fairview Ave drainage system (issue area #3) and identify potential improvements to alleviate flooding at the Hwy 36/Fairview Ave overpass, on the 1800-block of Skillman Avenue west of Fairview Avenue and the low area between Gluek Ln N and Gluek Ln S.		OP-1	\$50,000.00
Flood Protection and Runoff Management	Implement recommended study improvements		OP-1	\$8,000,000.00
Flood Protection and Runoff Management	Perform hydrologic and hydraulic analysis of the Fernwood-Lexington drainage system (issue area #4) and identify potential improvements to alleviate flooding near the 1200-block of W Sherren St.		WP-1	\$10,000.00
Flood Protection and Runoff Management	Implement recommended study improvements		WP-1	\$750,000.00

~\$11.5 Million

**Implement all items
included in the
Implementation Plan
= ~\$28 million**

Comprehensive Surface Water Management Plan Update

Stormwater Best Management Practices



Legend

Storm_BMP

Type

Total Maximum Daily Load (TMDL) BMP
Infrastructure BMP

- Little Johanna
- Long Lake
- Como
- Bennett

Legend

Storm_BMP

Type Stormwater BMP's

- Infiltration/Filtration BMP
- Infrastructure BMP
- Little Johanna
- 348 BMP's
- Como
- Bennett

Comprehensive Surface Water Management Plan Update

Pond Maintenance

Table 5: Fairview Pond Summary

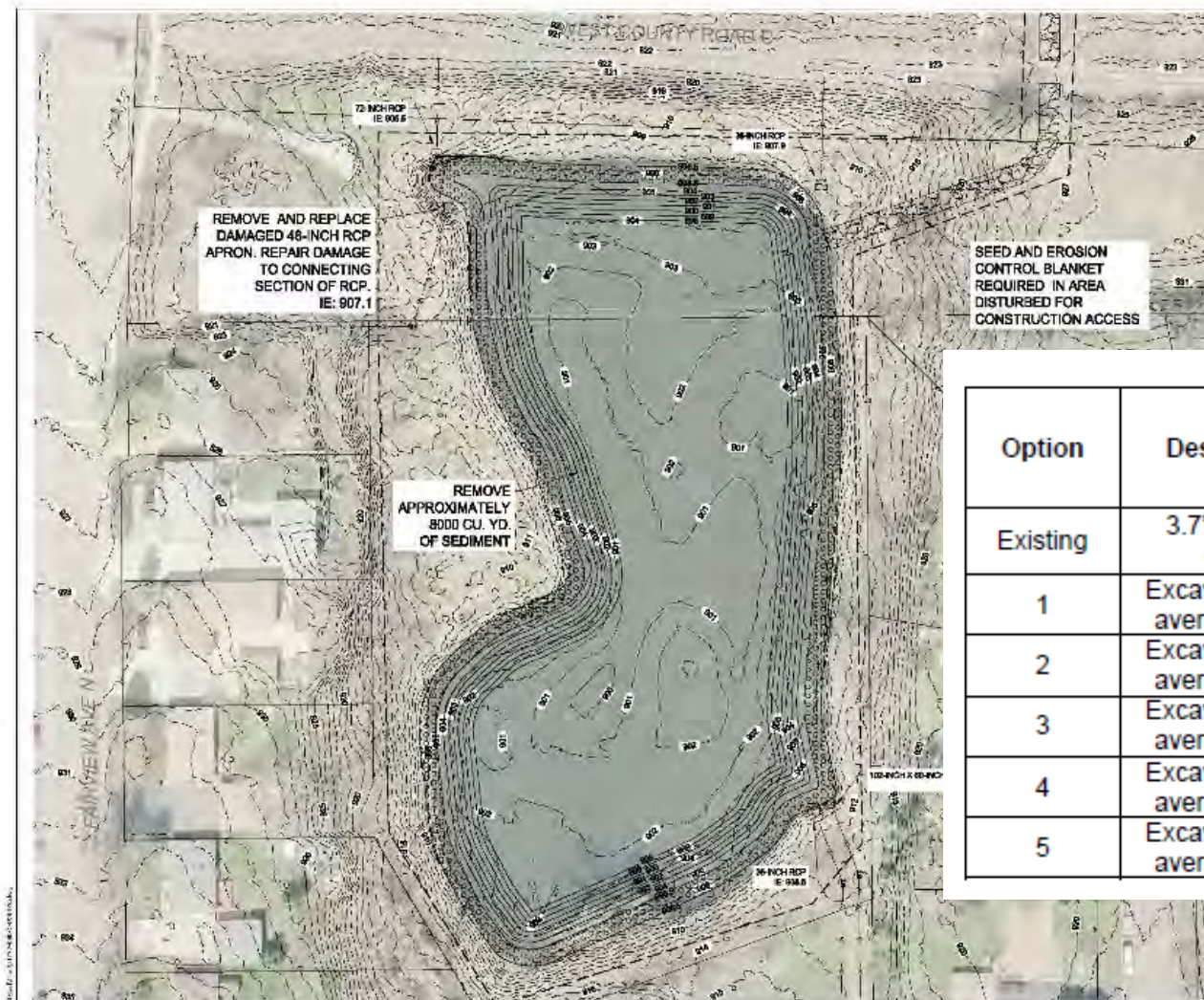
Drainage Area	514.5 acres
Pond Area	2.15 acres (per 2016 pond inspection)
Impervious Surface	79%
Current Average Depth	3.7 feet
Current Wet Volume	8.0 ac-ft
Outlet Diameter	78-inch (NW)
Inlet Diameters	Two 36-inch (NE, SE), 48-inch (NW), 84-inch equivalent arch (SE)

DESIGNED BY: [Signature] DATE: 10/10/2018

Table 6: Fairview Pond Water Quality Analysis/P8 Results

Option	Description	Volume to Excavate (cy)	TP Removal Efficiency (%)	Annual TP Reduction (lbs/yr)	TSS Removal Efficiency (%)	Annual TSS Reduction (tons/yr)
Existing	3.7' average depth	N/A	25.9	214.4	56.6	72.4
1	Excavate to 4.0' average depth	1040	26.4	218.6	57.0	72.9
2	Excavate to 5.0' average depth	4510	28.0	232.2	58.3	74.6
3	Excavate to 6.0' average depth	7980	29.3	243.3	59.4	76.0
4	Excavate to 7.0' average depth	11,450	30.6	253.4	60.4	77.3
5	Excavate to 8.0' average depth	14,920	31.6	262.0	61.3	78.4

Average Removal Percentages
TSS 84%
TP 50%



Comprehensive Surface Water Management Plan Update

Next Steps

- Incorporate Council Comments into Plan
- 45 day Agency Review
 - Rice Creek, Capitol Region, Ramsey-Washington Metro
 - Ramsey County
 - Met Council
- Incorporate Agency Comments
- City Council Approval

Q & A

Questions?



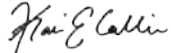
THANK YOU

Engineering Department

REQUEST FOR COUNCIL ACTION

Date: 5-22-17
Item No.: 7.e

Department Approval



Kari Collins, Community Development Director

City Manager Approval



Item Description: Consideration of a Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 1890 Huron Avenue

BACKGROUND

- The subject property is a single-family home which is owner-occupied.
 - o The current owner is Linda Bangert.
- Current violations include:
 - o Debris (407.02.D)
 - o Shed in disrepair (407.02.J, K.2)
 - o Outside storage of household items (407.03.H)
- A status update, including pictures, will be provided at the public hearing.

POLICY OBJECTIVE

Property maintenance through City abatement activities is a key tool to preserving high-quality residential neighborhoods. Both Imagine Roseville 2025 and the City's 2030 Comprehensive Plan support property maintenance as a means by which to achieve neighborhood stability. The Housing section of Imagine Roseville suggests that the City "implement programs to ensure safe and well-maintained properties." In addition, the Land Use chapter (Chapter 3) and the Housing and Neighborhoods chapter (Chapter 6) of the Comprehensive Plan support the City's efforts to maintain livability of the City's residential neighborhoods with specific policies related to property maintenance and code compliance. Policy 6.1 of Chapter 3 states that the City should promote maintenance and reinvestment in housing and Policy 2.6 of Chapter 6 guides the City to use code-compliance activities as one method to prevent neighborhood decline.

FINANCIAL IMPACTS

City Abatement:

An abatement would encompass the following:

- Repairing door and broken/missing windows on shed
- Removal/disposal of debris and items stored outside

Total: \$ 1,000.00

In the short term, costs of the abatement would be paid out of the EDA budget, which has allocated \$100,000 for abatement activities. The property owner would then be billed for actual and administrative costs. If charges were not paid, staff would recover costs as specified in Section 407.07B.

STAFF RECOMMENDATION

Staff recommends that the Council direct Community Development staff to abate the above referenced public nuisance violations at 1890 Huron Avenue.

REQUESTED COUNCIL ACTION

Direct Community Development staff to abate the public nuisance violations at 1890 Huron Avenue by hiring a general contractor to remove and dispose of the outside storage of items around shed at rear of home, repair the shed doors and repair or replace shed windows as necessary.

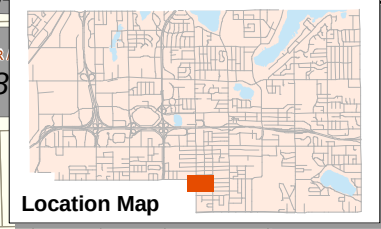
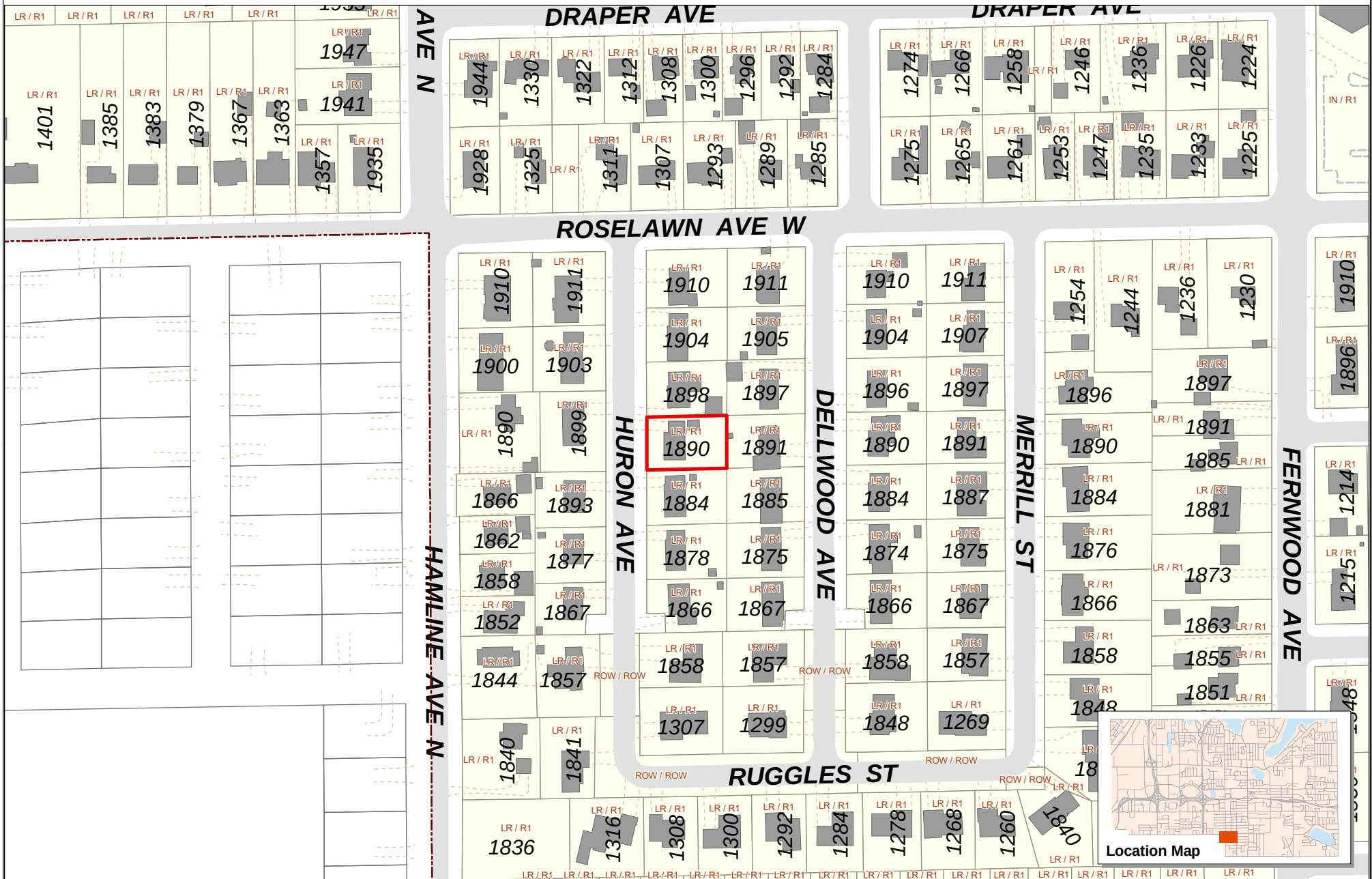
The property owner will then be billed for actual and administrative costs. If charges are not paid, staff is to recover costs as specified in Section 407.07B.

Prepared by: Dave Englund, Codes Coordinator

Attachment: A: Map of 1890 Huron Ave.
B: Timeline
C: Cited Sections of City Code

1890 Huron Ave N

ATTACHMENT A



Prepared by:
Community Development Department
Printed: February 10, 2010



Site Location

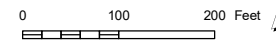
LR / R1 Comp Plan / Zoning
Designations

Data Sources

* Ramsey County GIS Base Map (1/4/2010)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer

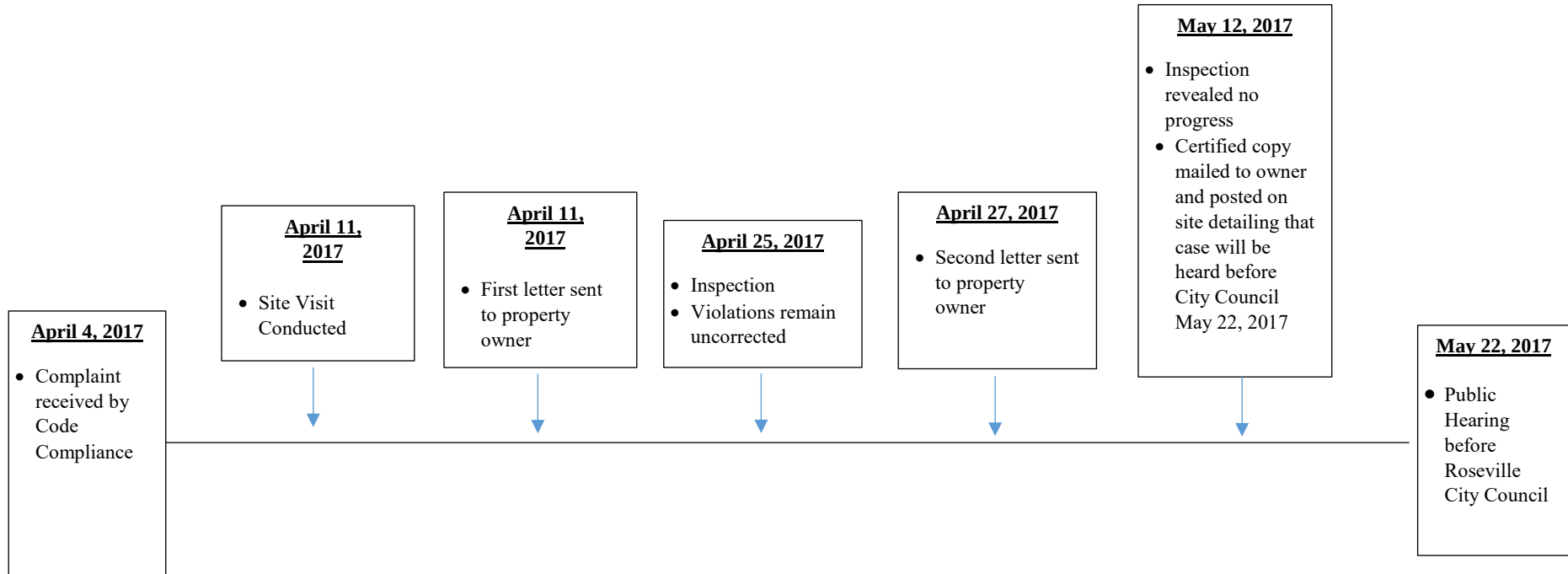
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7085. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.



mapdoc: planning_commission_location.mxd

1890 Huron Ave.

ATTACHMENT B



CITED CITY CODE SECTIONS**407.02: NUISANCES AFFECTING HEALTH, SAFETY, COMFORT OR REPOSE:**

- D. Debris: An accumulation of tin cans, bottles, trash, uprooted tree stumps, logs, limbs, brush, and other cut vegetative debris, or other debris of any nature or description and the throwing, dumping or depositing of any dead animals, manure, garbage, waste, decaying matter, ground, sand, stones, ashes, rubbish, tin cans or other material of any kind on private property. (Ord. 1337, 5-22-2006)
- J. Building Maintenance and Appearance: Buildings, fences, and other structures, which have been so poorly maintained that their physical condition and appearance detract from the surrounding neighborhood are declared to be public nuisances because they: 1) are unsightly, 2) decrease adjoining landowners' and occupants enjoyment of their property and neighborhood, and 3) adversely affect property values and neighborhood pattern.
- K. Standards: Any building, fence or other structure is a public nuisance if it does not comply with the following requirements:
1. All wires which are strung less than 15 feet above the surface of any public street or alley.
 2. All exterior doors and shutters shall be hung properly and have an operable mechanism to keep them securely shut or in place.
 3. All cornices, moldings, lintels, bay or dormer windows and similar projections shall be kept in good repair and free from cracks and defects which make them hazardous or unsightly.
 4. Roof surfaces shall be tight and have no defects which admit water. All roof drainage systems shall be secured and hung properly.
 5. Chimneys, antennae, air vents and other similar projections shall be structurally sound and in good repair. Such projections shall be secured properly where applicable to an exterior wall or exterior roof.
 6. All foundations shall be structurally sound and in good repair.

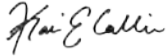
407.03: NUISANCES AFFECTING PEACE AND SAFETY:

- H. Junk: The outside piling, storing or keeping of old machinery, furniture, household furnishings or appliances or component parts thereof, rusting metal inoperable/unusable equipment, or other debris visible on private or public property. (Ord. 1162, 7-10-1995)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 5-22-17
Item No.: 7.f

Department Approval



Kari Collins, Community Development Director

City Manager Approval



Item Description: Consideration of a Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 2657 Western Ave.

BACKGROUND

- The subject property is a single-family home which is a registered rental property.
 - o The current owner is IH3 Property Minnesota LP.
- Current violations include:
 - o Vehicles without valid License (407.02.O.4)
- A status update, including pictures, will be provided at the public hearing.

POLICY OBJECTIVE

Property maintenance through City abatement activities is a key tool to preserving high-quality residential neighborhoods. Both Imagine Roseville 2025 and the City's 2030 Comprehensive Plan support property maintenance as a means by which to achieve neighborhood stability. The Housing section of Imagine Roseville suggests that the City "implement programs to ensure safe and well-maintained properties." In addition, the Land Use chapter (Chapter 3) and the Housing and Neighborhoods chapter (Chapter 6) of the Comprehensive Plan support the City's efforts to maintain livability of the City's residential neighborhoods with specific policies related to property maintenance and code compliance. Policy 6.1 of Chapter 3 states that the City should promote maintenance and reinvestment in housing and Policy 2.6 of Chapter 6 guides the City to use code-compliance activities as one method to prevent neighborhood decline.

FINANCIAL IMPACTS

City Abatement:

An abatement would encompass the following:

- Removal of Unlicensed vehicles

Total: \$ 125.00*

In the short term, costs of the abatement would be paid out of the EDA budget, which has allocated \$100,000 for abatement activities. The property owner would then be billed for administrative costs. If charges were not paid, staff would recover costs as specified in Section 407.07B.

30

31 **STAFF RECOMMENDATION**

32 Staff recommends that the Council direct Community Development staff to abate the above referenced
33 public nuisance violations at 2657 Western Ave.

34

35 **REQUESTED COUNCIL ACTION**

36 Direct Community Development staff to abate the public nuisance violations at 2657 Western Ave. by
37 contacting a towing company to remove the unlicensed vehicles. Direct staff to bill the property owner
38 for administrative costs. If charges are not paid, staff is to recover costs as specified in Section
39 407.07B.

40

Prepared by: Dave Englund, Codes Coordinator

Attachment: A: Map of 2657 Western Ave.
B: Timeline
C: Cited Sections of City Code

*Administrative fee for abatement per 2017 City of Roseville Fee Schedule

2657 Western Ave N

ATTACHMENT A



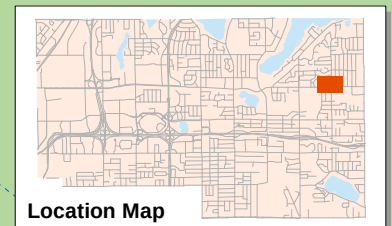
Data Sources

* Ramsey County GIS Base Map [4/6/2017]

For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer

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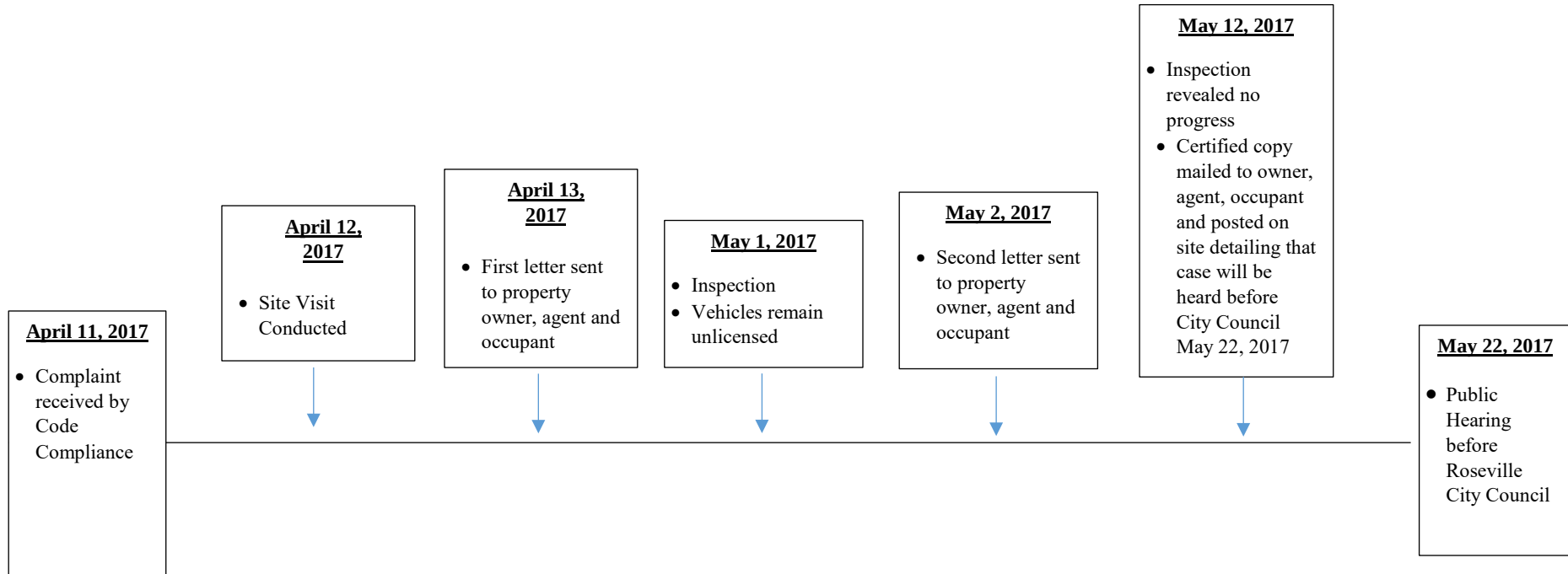
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Prepared by:
Community Development Department
Printed: May 2, 2017

2657 Western Ave.

ATTACHMENT B



CITED CITY CODE SECTIONS

**407.02: NUISANCES AFFECTING HEALTH, SAFETY, COMFORT OR
REPOSE:**

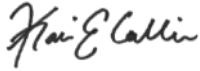
O. Vehicles Constituting a Public Nuisance:

4. Vehicles Without License Plates: Except where expressly permitted by state law, any vehicle shall be deemed to be junked or abandoned if said vehicle does not have attached thereto a valid and current license plate issued by the proper State agency. (Ord. 1288, 8-4-2003)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 5-22-2017
Item No.: 7.g

Department Approval



Kari Collins, Community Development Director

City Manager Approval



Item Description: Consider Community Development Department Request for Approval of Proposed Text Ordinance Amendments of the Roseville City Code, Chapter 407 Nuisances.

BACKGROUND

During the 2016 Neighborhood Enhancement Program inspections, several instances were brought to City Council attention contesting areas within Chapter 407. Per Council request, the Community Development Department has reviewed the Chapter and has recommended text amendments for consideration.

The Code Enforcement Division seeks approval on the proposed text amendments. The proposed changes to Roseville City Code, Chapter 407 Nuisances were discussed at the March 27 and May 15, 2017 City Council meetings. As of the writing of this staff report, draft minutes from May 15, 2017 discussion were not yet available. The minutes from the March 27, 2017 discussion have been attached for reference. The text amendments include updates to text language, reordering of sections, adding sections for a variance/variance appeal and eliminating duplicative or contradictory language.

POLICY OBJECTIVE

Staff periodically updates City Code and Zoning Ordinance language to provide greater efficiency in use for residents, the general public and staff.

FINANCIAL IMPACTS

There are no financial impacts.

STAFF RECOMMENDATION

Staff recommends approval of the proposed text amendments to Roseville City Code, Chapter 407.

REQUESTED COUNCIL ACTION

Adopt an Ordinance amending selected text of Roseville City Code, Chapter 407.

Prepared by: Dave Englund, Codes Coordinator
Attachments: A: Chapter 407 – Ordinance Amendments
B: Ordinance Summary
C: March 27, 2017 – Discussion minutes

City of Roseville

ORDINANCE NO. _____

AN ORDINANCE AMENDING SELECTED TEXT OF THE ROSEVILLE CITY CODE,
TITLE 4, CHAPTER 407, NUISANCES

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1. Purpose: The Roseville City Code is hereby amended to modify/clarify specific requirements within the Roseville City Code, Title 4, Chapter 407, NUISANCES.

SECTION 2. Sections 407.01, 407.02, 407.03, 407.04, 407.05, 407.06, 407.07, 407.08, 407.09, 407.10 and 407.11 are hereby amended as follows:

CHAPTER 407 NUISANCES

SECTION:

407.01:	Definitions
407.02:	Nuisances Affecting Health, Safety, Public Comfort or Repose
407.03:	Nuisances Affecting Peace <u>Public Health</u> and Safety
407.04:	Public Nuisance Unlawful Vehicles Constituting a Public Nuisance
407.05:	Enforcement <u>Public Nuisance Unlawful</u>
407.06:	City Abatement of Public Nuisances Enforcement
407.07:	Recovery of Cost <u>City Abatement of Public Nuisances</u>
407.08:	Accelerated Abatement Process for Certain Nuisances <u>Recovery of Cost</u>
407.09:	Accelerated Abatement Process for Certain Nuisances
407.10:	<u>Public Nuisance Variance</u>
407.11:	<u>Variance Appeal</u>

407.01: DEFINITIONS:

As used in this chapter, the following words and terms shall have the meanings ascribed to them in this section:

ABANDONED VEHICLE: A motor vehicle that:

- a. Has been illegally parked on public property for a period of more than 48 hours;
- b. Has been parked on private property without the consent of the person in control of the property for a period of more than 48 hours;
- c. Has been voluntarily surrendered by its owner to the city or to a moving contractor hired by the city for its removal.

ANIMALS, Domestic: Animals kept within the home as pets such as; fish, dogs, cats, household birds and similar animals.

ANIMALS, Non-Domestic: Animals, which are kept outside the home for purposes of food or pleasure such as; cattle, hogs, horses, sheep, llamas, goats or other similar animals.

ATTACHMENT A

FRONT YARD AREA: All that area between the front property line and a line drawn along the front face or faces of the principal structure on the property extended to the side property lines. The front side of the property shall be determined as specified in Title 11 of this code.

GROUND COVER: Vegetation and landscaping that covers the ground surface or topsoil and has the effect of reducing erosion. (Ord. 1384, 7-13-2009)

GRAFFITI: Any unauthorized writing, printing, marks, signs, symbols, figures, designs, inscriptions or other drawings which are scratched, painted, drawn or otherwise placed on any exterior surface of a building wall, fence, sidewalk, curb, dumpster or other such temporary or permanent structures on public and private property and which has the effect of defacing the property.

INOPERABLE CONDITION: ~~The A~~ vehicle which has no substantial potential use consistent with its usual function, and ~~shall~~ may include a vehicle that:

- a. Has a missing or defective vital component part ~~that is necessary for the normal operation of the vehicle;~~
- b. Is stored on blocks, ~~or~~ jacks or other supports.

JUNK VEHICLE: An inoperable motor vehicle which is; in inoperable condition, partially dismantled, ~~which is~~ used for sale of parts, ~~or as~~ a source of repair or replacement parts for other vehicles, ~~or which is~~ kept for scrapping, dismantling or salvage of any kind. ~~Un~~less such vehicle is kept in an enclosed garage. An abandoned vehicle shall also be considered a junk vehicle for the purpose of this chapter.

NATURAL AREAS: Natural, restored, or recreated woodlands, savannahs, prairies, meadows, bogs, marshes, and lake shores. (Ord. 1384, 7-13-2009)

NATURAL LANDSCAPING: Planned landscaping designed to replicate a locally native plant community by using a mix of plants, shrubs, and trees native to the area. (Ord. 1384, 7-13-2009)

NUISANCE: Any act, substance, matter emission or thing which creates a dangerous or unhealthy condition or which threatens the public peace, health, safety or sanitary condition of the city or which is offensive or has a blighting influence on the community and which is found upon, in, being discharged or flowing from any street, alley, highway, railroad right of way, vehicle, railroad car, waterway, excavation, building, structure, lot, grounds, or other property located within the city of Roseville. Nuisances shall include, but not be limited to, those enumerated below:

- ~~A.~~ a. Maintain s ing or permit s ting a condition which unreasonably annoys, injures or endangers the safety, health, comfort or repose of members of the public; or
- ~~B.~~ b. Interfer es ing with, obstruct s ing or render s ing dangerous for passage, any public road or right of way, street, alley or highway or waters used by the public; or
- ~~C.~~ c. In any way rendering the public insecure in life or in use of property; or
- ~~D.~~ d. Is guilty of Aany other act or omission declared by law to be a public nuisance specifically provided.
- ~~D.~~ Anything left or displayed for sale on public or private property without written permission by the owner or person in control of the property may be tagged and/or towed at the owner's expense.
- ~~E.~~ In any way render the public insecure in life or in use of property.

OCCUPANT: Includes any person living in or in control of any dwelling unit upon property wherein a ~~motor vehicle is parked~~ nuisance is determined to be present.

PEDDLING AND SOLICITING: The practice of going house-to-house, door-to-door, business-to-business, street-to-street, or any other type of place-to-place, for the purposes of offering for sale or obtaining, or attempting to obtain, orders for goods, wares, products, merchandise, other personal property or services.

SERVICE STATION: A business involving the sale of motor fuel and/or the repair of motor vehicles.

VEHICLE ~~OR VEHICLES~~: Any ~~"motor vehicle"~~ vehicle as defined in Minnesota Statutes but excluding the following:

- ~~A. Trailers with weight classifications of A and B as provided in Minnesota Statutes~~
- ~~B. b. Snowmobiles, and ; or~~
- ~~C. c.~~ "All-terrain vehicles" as defined in Minnesota Statutes.

VITAL COMPONENT PARTS: Those parts of the motor vehicle that are essential to the mechanical functioning of the vehicle, including, but not limited to, the motor, drive train, and wheels. (Ord. 1162, 7-10-1995)

407.02: NUISANCES AFFECTING ~~PUBLIC HEALTH, SAFETY,~~ COMFORT OR REPOSE:

The following are hereby declared to be public nuisances affecting public health,~~safety,~~ comfort or repose:

- ~~A. Diseased Animals: All diseased animals running at large.~~
- ~~B. Carcasses: Carcasses of animals not buried or destroyed within 24 hours after death.~~
- ~~F. A.~~ A. Backyard Composting: All composting consisting of yard waste and/or kitchen waste which have been left unattended and which cause offensive odors, attract rodents and/or pests or are unsightly, or do not meet the requirements of Section Chapter 409. (Ord. 1092, 6-10-91, amended (Ord. 1384, 7-13-2009))
- ~~J. B.~~ B. Building Maintenance and Appearance: Buildings, fences, and other structures, which have been so poorly maintained that their physical condition and appearance detract from the surrounding neighborhood. ~~are declared to be public nuisances because they: 1) are unsightly, 2) decrease adjoining landowners' and occupants enjoyment of their property and neighborhood, and 3) adversely affect property values and neighborhood pattern. Any building, fence or other structure not complying with Chapter 906 of this Code or the following:~~
- ~~K. Standards: Any building, fence or other structure is a public nuisance if it does not comply with the following requirements:~~
 - ~~1. All wires which are strung less than 15 feet above the surface of any public street or alley.~~
 - ~~2~~ 1. All exterior doors and shutters shall be hung properly and have an operable mechanism to keep them securely shut or in place.
 - ~~3~~ 2. All cornices, moldings, lintels, bay or dormer windows and similar projections shall be kept in good repair and free from cracks and defects which make them hazardous or unsightly.
 - ~~4~~ 3. Roof surfaces shall be tight and have no defects which admit water. All roof drainage systems shall be secured and hung properly.
 - ~~5~~ 4. Chimneys, antennae, air vents and other similar projections shall be structurally sound and in good repair. Such projections shall be secured properly where applicable to an exterior wall or exterior roof.
 - ~~6~~ 5. All foundations shall be structurally sound and in good repair.
- C. Debris: An accumulation of tin cans, bottles, trash, uprooted tree stumps, logs, limbs, brush, ~~and other~~ cut vegetative debris, or other debris of any nature or description and the throwing, dumping or depositing of any dead animals, manure, garbage, waste, decaying matter, ground, sand, stones, ashes, rubbish, tin cans or other material of any kind onto public or private property. (Ord. 1337, 5-22-2006)
- ~~Q. D.~~ D. Graffiti: ~~Graffiti shall mean any unauthorized writing, printing, marks, signs, symbols, figures, designs, inscriptions or other drawings which are scratched, scrawled, painted, drawn or otherwise placed on any exterior surface of a building, wall, fence, sidewalk, curb, dumpsters or other permanent structures on public or private property and which has the effect of defacing the property.~~ (Ord. 1337, 5-22-2006)

ATTACHMENT A

~~G. E. Keeping of Farm Non-Domestic Animals: The keeping of cows, horses, sheep, goats or any four legged animals commonly known as farm animals, other than those commonly called poultry or bees, in any pasture, stable or any enclosure within 300 feet or less of any other lot in any residence district. (Ord. 629, 9-28-70)~~

~~F. Noises: All noises in violation of Chapter 405 of this Code.~~

~~L. G. Declaration of Nuisance Parking and Storage: The outside parking and or storage on residentially-zoned property of vehicles, materials, supplies or equipment not customarily used for residential purposes in violation of the requirements provisions set forth below: is declared to be a public nuisance because it: 1) obstructs views on streets and private property, 2) creates cluttered and otherwise unsightly areas, 3) introduces commercial advertising signs into areas where commercial advertising signs are otherwise prohibited, 4) decreases adjoining landowners and occupants' enjoyment of their property and neighborhood, and 5) otherwise adversely affects property values and neighborhood patterns. Service vehicles with a manufacturer's rated capacity of 2,000 pounds or less are exempt from this provision.~~

~~M. Unlawful Parking and Storage:—~~

~~1. Non-Permanent Structures: No person may place, store, or allow the placement or storage of ice fish houses, skateboard ramps, play houses, or other similar nonpermanent structures outside continuously for longer than 24 hours in the front-yard area of residentially-zoned property.~~

~~2. Storage on Property in Front Yards: No person may place, store or allow the placement or storage of the following, for a period longer than 4 days in the front yard or unscreened street facing side yard of a corner lot of any residential zoned area:~~

- ~~a. Trailers of any type, unless supporting a boat of 20 foot length or less and completely placed on an improved surface as defined in this Code and stored no closer than five (5) feet of a property line; or~~
- ~~b. Boats or watercraft of any type in excess of 20 foot length; or~~
- ~~c. Vehicles of any type in inoperable condition; or~~
- ~~d. Vehicles of any type that are posted as "for sale"; or~~
- ~~e. Recreational vehicles as defined by State Statute, unless stored completely on an improved surface, as defined in this Code and meeting a five (5) foot setback requirement to a property line and no portion of the vehicle may be stored on or over the Public Right of Way.~~

~~3. Storage of Materials: No person may place, store or allow the placement or storage of pipe, lumber, steel, machinery or similar materials including all vehicles, equipment or materials used in connection with a business, outside on residentially-zoned property, except for temporary storage of such materials for use in the construction or remodeling of a structure on the property when a valid City issued building permit exists.~~

~~4. Vehicle Parking, General: No person shall cause, undertake, permit or allow the outside parking and storage of vehicles in residentially-zoned property for more than 14 days unless it complies with the following requirements: (Ord. 1288, 8-4-2003)~~

~~a. Vehicles which are parked or stored outside shall be on an improved surface as defined in this Code.~~

~~b. All v Vehicles, watercraft and other articles stored outside on residential property must be owned by a person who is a legal resident of that property and continuously maintain current registration and licensure. (Ord. 1466, 04-21-2014)~~

~~4 5. Large/Commercial Vehicles: No person, owning, driving or in charge of any vehicle with a manufacturers rated capacity of more than one ton, as specified in Minnesota~~

ATTACHMENT A

Statutes, may cause or permit that vehicle to be parked outside or stand continuous for more than two hours on a property or public street within a residential zone in the City, with the exception of the following:

- a. Any motor truck, pickup truck, or similar vehicle being used by a public utility, moving company, or similar company, which is actually being used to service a residence not belonging to or occupied by the operator of the vehicle; or
- b. Any vehicle which is actually making a pickup or delivery at the location where it is parked. Parking for any period of time beyond the period of time reasonably necessary to provide such excepted service or to make such a pickup or delivery and in excess of the two hour limit shall be unlawful.

56. Street Parking, Trailers and Recreational Vehicle: No trailer (of any size), boat supported on a trailer, or recreational vehicle (with dual rear tires or dual rear axle) may be parked on a public street or right-of-way within the City for: 1) more than 4 consecutive days, or, 2) more than 4 total days in any calendar month.

a. Parking in one location for ~~over~~ over 2 hours (in a 24 hour period) qualifies as a 'day' for purposes of this section.

~~b. Posting for a public hearing, before City Council, shall be a minimum of 10 days for violations of item #5.~~

~~N. Exceptions: The prohibitions of this Section shall not apply to the following:~~

- ~~1. Any motor truck, pickup truck, or similar vehicle being used by a public utility, moving company, or similar company, which is actually being used to service a residence not belonging to or occupied by the operator of the vehicle.~~
- ~~2. Any vehicle which is actually making a pickup or delivery at the location where it is parked. Parking for any period of time beyond the period of time reasonably necessary to make such a pickup or delivery and in excess of the two hour limit shall be unlawful.~~

I.H. Service Stations: Operation of a business service station involving the sale of motor fuel and/or the repair of motor vehicles if conducted in a manner that includes any of the following ~~manner~~:

1. The ~~use of service station premises for the~~ sale, or ~~for~~ display in aid of sale, of any motor vehicle.
2. The use of service station premises for storage of damaged or abandoned motor vehicles for in excess of seven days without a directive of the Chief of Police.
3. The storing of or ~~the allowing of~~ accumulation of any of the following items on service station the premises in view of adjacent land properties:
 - a. Used oil cans; or
 - b. Discarded auto parts; or
 - c. Discarded tires; or
 - d. Any other items of similar ~~debris~~ nature.
- ~~4. Operating a service station with premises that does not have its entire area covered by the following: building, concrete or bituminous paving and grass, well maintained or other well maintained shrubbery.~~
- 5 4. Allowing tires to be sold or displayed for sale within view of ~~the~~ adjacent land properties, unless the same are displayed in a rack and only during business hours. (Ord. 499, 8-8-66; amd. 1995 Code)

E.I. Smoke and Fumes: Dense smoke, noxious fumes, gas and soot or cinders in unreasonable quantities. (Ord. 207, 11-9-55)

J. Vibrations: All unnecessary and annoying vibrations.

~~C. K.~~ Weeds and Vegetation: All noxious weeds ~~are prohibited in all locations.~~ Also, Tall turf grasses, nuisance weeds and rank vegetative growth ~~shall be not~~ maintained at a height of eight inches or less in locations closer than 40 feet ~~to~~ from:

1. An occupied principal structure;
2. Any property line with an occupied structure on abutting property; ~~and~~ or
3. A public road pavement edge.

This ~~section~~ shall not apply to:

1. Natural areas, public open space or park lands, as determined by the city forester or naturalist designated by the city manager. (Ord. 1136, 2-28-1994); Amd. (Ord. 1384, 7-13-2009)
2. Yard areas with natural landscaping that follow the City ~~Park Department~~ policy for natural landscaping (Ord. 1384, 7-13-2009)

~~R. L.~~ Yard Cover: ~~The y~~Yard area of a lot shall not be bare soil, shall be covered by a groundcover and shall be maintained as set forward in Section 407.02(~~C K~~). (Ord. 1384, 7-13-2009) (Ord. 1466, 4-21-2014)

~~H. Peddling and Soliciting:~~

~~1. The practice of going house to house, door to door, business to business, street to street, or any other type of place to place, for the purposes of offering for sale or obtaining, or attempting to obtain, orders for goods, wares, products, merchandise, other personal property or services if conducted in the following manner:~~

- ~~a. Obstructing the free flow of either vehicular or pedestrian traffic on any street, alley, sidewalk or other public right of way;~~
- ~~b. Conducting business in a way as to create a threat to the health, safety and welfare of any individual or the general public;~~
- ~~c. Conducting business before 7:00 a.m. or after 9:00 p.m.~~
- ~~d. Making any false or misleading statements about the product or service being offered, including untrue statements of endorsement;~~
- ~~e. Remaining on the property of another when requested to leave, or to otherwise conduct business in a manner a reasonable person would find obscene, threatening, intimidating or abusive.~~

~~2. Entering the property of another, unless invited to do so by the property owner or tenant, for the purpose of conducting business as a peddler or solicitor when the property is marked with a sign or placard at least 4 inches long and 4 inches wide with print at least 48 point in size stating "No Trespassing" or "No Peddlers or Solicitors," or "Peddlers and Solicitors Prohibited" or other comparable statement. Removing, defacing or otherwise tampering with any sign or placard under this section by a person other than the property owner or tenant.~~

~~(Ord. 1293, 8-11-2003)~~

~~O. Vehicles Constituting a Public Nuisance:~~

~~1. Abandoned and Junk Vehicles Create Hazard: Abandoned and junk vehicles are declared to be a public nuisance creating hazard to the health and safety of the public because they invite plundering, create fire hazards, attract vermin, and present physical dangers to the safety and well being of children and other citizens. The accumulation and outside storage of such vehicles is in the nature of rubbish, litter and unsightly debris and is a blight on the landscape and a detriment to the environment. It shall be unlawful for a person to pile, store or keep wrecked, junked or abandoned motor vehicles on private or public property.~~

~~2. Vehicles Impeding Traffic Flow: Any vehicle, whether occupied or not that is found stopped,~~

~~standing or parked in violation of any ordinance or State statute; or that is reported stolen; or that is found impeding firefighting, snow removal or plowing or the orderly flow of traffic is declared to be a public nuisance.~~

~~3. Vehicles Impeding Road and Utility Repair: Any vehicle which is impeding public road or utility repair, construction or maintenance activities after reasonable notice of the improper activities has been given to the vehicle owner or user at least 12 hours in advance, is declared to be a public nuisance.~~

~~4. Vehicles Without License Plates: Except where expressly permitted by state law, any vehicle shall be deemed to be junked or abandoned if said vehicle does not have attached thereto a valid and current license plate issued by the proper State agency. (Ord. 1288, 8-4-2003)~~

~~P. Abatement of Vehicles:~~

~~1. Impounding: Any police officer or other duly authorized person may order any vehicle constituting a public nuisance to be immediately removed and/or impounded. The impounded vehicle shall be surrendered to the duly identified owner by the towing contractor only upon payment of the required impound, towing and storage fees.~~

~~2. Sale: Notice and sale of any vehicle impounded under this Chapter shall be conducted in accordance with Minnesota Statutes chapter 168B governing the sale of abandoned motor vehicles. (Ord. 1162, 7-10-95)~~

407.03: NUISANCES AFFECTING PUBLIC HEALTH PEACE AND SAFETY:

The following are declared to be nuisances affecting public health peace and safety:

A. Carcasses: Carcasses of animals not buried or destroyed within 24 hours after death.

~~C.B.~~ Dangerous Buildings: All buildings, walls and other structures which have been damaged by fire, decay or otherwise to an extent exceeding 1/2 their original replacement value or which are so situated as to endanger the safety of the public, or by order of the Building Official.

~~J.C.~~ Dangers Attractive to Children: All dangerous, unguarded machinery, equipment or other property in any public place or so situated or operated on private property as to attract minor children.

D. Diseased Animals: All diseased animals running at large.

~~D.E.~~ Explosives: All explosives, inflammable liquids and other dangerous substances or materials stored or accumulated in any manner or in any amount other than that provided by law.

F. Holes and Excavations: Any well, hole or similar excavation that is left uncovered, unprotected or in such other condition as to constitute a hazard to a person on the premises where it is located.

~~Q.G.~~ Interference With Radio Or TV: All unnecessary interference and disturbance of radios or TV sets caused by defective electrical appliances and equipment or improper operation of any defective electrical appliances and equipment.

~~L.H.~~ Interfering With Drainage: Placing entrance culverts or doing any act which may alter or affect the drainage of public streets or alleys or the surface or grade of public streets, alleys or sidewalks without proper permit.

~~H.I.~~ Junk: The outside piling, storing or keeping of old machinery, furniture, household furnishings or appliances or component parts thereof, rusting metal inoperable/unusable equipment, or other debris visible on private or public property. (Ord. 1162, 7-10-1995)

~~B.J.~~ Low Wires, Tree Limbs, Other Vegetation : All wires, tree limbs and other vegetation which are strung less than 15 feet above the surface of any public street or alley located close enough to the surface of a public non-motorized pathway, street or alley as to constitute an impediment to the safe passage of pedestrians, bicyclists or permitted vehicles.

K. Material From Air: Throwing, dropping or releasing printed matter, paper or any other material or

ATTACHMENT A

objects over the City from an airplane, balloon or other aircraft or in such a manner as to cause such material to fall or land in the City.

~~L.~~ L. Obstruction of Streets, Crowds: Any use of property abutting on a public street or sidewalk or any use of a public street or sidewalk which causes large crowds of people to gather obstructing traffic and the free use of public streets or sidewalks, except where permitted by the City.

M. Peddling and Soliciting:

1. Engaging in Peddling or Soliciting, if conducted in the following manner:

- a. Obstructing the free flow of either vehicular or pedestrian traffic on any street, alley, sidewalk or other public right-of-way; or
- b. Creating a threat to the health, safety and welfare of any individual or the general public; or
- c. Doing so before 9:00 a.m. or after 7:00 p.m.; or
- d. Making any false or misleading statements about the product or service being offered, including untrue statements of endorsement; or
- e. Remaining on the property of another when requested to leave; or
- f. Otherwise act in a manner a reasonable person would find obscene, threatening, intimidating or abusive.

2. Entering the property of another, unless invited to do so by the property owner or tenant prior to entrance onto the property, for the purpose of conducting business as a peddler or solicitor when the property is marked with a sign or placard meeting the following criteria:

- a. Sized at least 4 inches long and 4 inches wide; and
- b. Having print at least 48 point in size or one half inch tall; and
- c. Stating "No Trespassing" or "No Peddlers or Solicitors," or "Peddlers and Solicitors Prohibited" or other comparable statement.

3. Removing, defacing or otherwise tampering with any sign or placard displayed in accordance with paragraph 2 above by a person other than the property owner or tenant. (Ord. 1293, 8-11-2003)

~~F.N.~~ F.N. Radio Aerials: Radio aerials strung or erected in any manner except that provided by law. (~~Ord. 207, 11-9-55~~)

~~M.O.~~ M.O. Repairing Vehicles or Tires in Streets: Making repairs to motor vehicles or tires in public streets or alleys, excepting only emergency repairs when ~~it~~ such repairs will not unduly impede or interfere with traffic.

~~A.P.~~ A.P. Snow On Non-motorized Pathways: On all properties with off-the-road, non-motorized pathways, except nontax exempt ~~R-1 or R-2~~ Low Density Residential properties, ice and snow ~~shall be that is~~ not removed from the non-motorized pathway within 12 hours after snow and ice have ceased to be deposited thereon. (Ord. 925, 5-9-83)

~~E.~~ Noises: All unnecessary noises and annoying vibrations.

~~G.Q.~~ G.Q. Storage of Wood: The storage of any wood or wood product used or intended to be used as fire wood on residential properties within the City unless wood piles are erected, located and maintained in a safe and orderly fashion:

- 1. In neat and secure stacks elevated 6 inches off the ground;
- 2. A maximum height allowed for a wood pile is 6 feet; and
- 3. Fire wood shall only be stored in a side or rear yard.

~~The City Council may issue permits for the storage of wood in situations where unique circumstances preclude the ability to meet the standards of the Code. (Ord. 522, 1-9-67; amd. 1995 Code)~~

- R. Traffic Visibility: Maintaining conditions on any property that violate the requirements of Section 1011.06 of this Code (Visibility Triangles in All Districts).
- ~~N.S.~~ Trash In Streets: Throwing, placing, depositing or burning leaves, trash, lawn clippings, weeds, grass or other material in the streets, non-motorized pathways, alleys or gutters.
- ~~Q.T.~~ Unauthorized Signs: Erecting, painting or placing of unauthorized traffic signs or advertising signs in streets, alleys or on sidewalks.
- ~~Q. Storing of Boats, Trailers and Inoperative Motor Vehicles In Front Yards:~~
- ~~1. The storing of the following things for a period longer than 72 hours in the front yard of any residential zoned area:~~
- ~~a. Trailers of any kind, unless supporting a boat of 20 feet or less.~~
- ~~b. Boats or watercraft of any kind in excess of 20 feet.~~
- ~~c. Inoperative motor vehicles of any type.~~
- ~~d. Campers and camper buses.~~
- ~~2. For the purpose of this Section, "front yard" means any area between any public street and a line parallel to the public street at the building line. (Ord. 522, 1-9-1967; 1995 Code)~~

407.04: PUBLIC NUISANCE UNLAWFUL VEHICLES CONSTITUTING A PUBLIC NUISANCE:

- A. Abandoned, Junk and Inoperable Vehicles Create Hazard: Abandoned, junk and inoperable vehicles are declared to be a public nuisance creating hazard to the health and safety of the public because they invite plundering, create fire hazards, attract vermin, and present physical dangers to the safety and well-being of children and other citizens. The accumulation and outside storage of such vehicles is in the nature of rubbish, litter and unsightly debris and is a blight on the landscape and a detriment to the environment. It shall be unlawful for a person to pile, store or keep wrecked, junked, inoperable or abandoned vehicles on private or public property.
- B. Vehicles Impeding Traffic Flow: Any vehicle, whether occupied or not that is found stopped, standing or parked in violation of any ordinance or State statute; or that is reported stolen; or that is found impeding firefighting, snow removal or plowing or the orderly flow of traffic is declared to be a public nuisance.
- C. Vehicles Impeding Road and Utility Repair: Any vehicle which is impeding public road or utility repair, construction or maintenance activities after reasonable notice of the improper activities has been given to the vehicle owner or user at least 12 hours in advance, is declared to be a public nuisance.
- D. Vehicles Without Current Registration License Plates: Except where expressly permitted by state law, any vehicle or other equipment, which requires registration for operation in the State of Minnesota, shall be deemed to be junked, inoperable or abandoned if said vehicle does not have attached thereto a valid registration and current license plate issued by the proper State agency. (Ord. 1288, 8-4-2003)
- E. Abatement of Vehicles:
1. Impounding: Any police officer or other duly authorized person may order any vehicle constituting a public nuisance to be immediately removed and/or impounded. The impounded vehicle shall be surrendered to the duly identified owner only upon payment of the required impound, towing and storage fees.
2. Sale: Notice and sale of any vehicle impounded under this Chapter shall be conducted in accordance with Minnesota Statutes chapter 168B governing the sale of abandoned motor vehicles. (Ord. 1162, 7-10-95)

407.045: PUBLIC NUISANCE UNLAWFUL:

It shall be unlawful for any person, firm, corporation or association to maintain any public "nuisance" as defined in this Chapter and it shall further be unlawful to do any act which act is defined as a public "nuisance" in this Chapter. (Ord. 320, 6-9-1961)

407.056: ENFORCEMENT:

The City Council authorizes the Community Development Director (or designee) to administer and enforce this Chapter. The Community Development Director may institute, in the name of the City, any appropriate actions or proceedings against a violator as provided by law. (Ord.1354, 10-22-2007)

407.067: CITY ABATEMENT OF PUBLIC NUISANCES:

- A. Notice: Whenever an officer charged with enforcement determines that a public nuisance is being maintained or exists on premises in the City, and determines that the City abatement process is appropriate, the officer shall notify, in writing, the owner or occupant of the premises of such fact and order that such nuisance be terminated or abated. The notice shall specify the steps to be taken to abate the nuisance and the time, not exceeding 30 days, within which the nuisance is to be abated. (Ord.1354, 10-22-2007)
- B. Noncompliance: If the notice is not complied with within the time specified, the enforcing officer shall immediately report that fact to the City Council. The enforcing officer shall also provide notice to the owner or occupant of the premises that the City Council will consider the matter and may provide for abating the nuisance by the City. The notice shall state the date on which the City Council will consider the matter. Notice by the enforcing officer shall be given at least ten days before the date stated in the notice when the City Council will consider the matter. ~~If notice of the fact that the City Council will consider the matter is given by posting, at least 30 days shall elapse between the day of posting and the date of consideration by the City Council.~~ (Ord. 1337, 5-22-2006)
- C. Action of City Council: Upon notice from the enforcing officer of noncompliance, the City Council may, after notice to the owner or occupant and an opportunity to be heard, provide for abating the nuisance by the City.
- D. Service of Notice: Notices ~~shall~~ may be served by any or all of the following methods:
 1. In person; or
 2. By regular or certified or registered mail; or
 3. By posting on site or premises.~~If the premises are not occupied and the owner is unknown, the notice may be served by posting it on the premises.
The notice shall specify the steps to be taken to abate the nuisance and the time, not exceeding 30 days, within which the nuisance is to be abated.~~
- E. Immediate Threat: If the nuisance poses an immediate threat to the health or safety of the public, the City may abate the nuisance immediately with no hearing. (Ord. 1016, 6-8-1987) (Ord. 1337, 5-22-2006)

407.078: RECOVERY OF COST:

- A. Personal Liability: The owner of premises on which a nuisance has been abated by the City shall be personally liable for the cost to the City of the abatement, including administrative costs. As soon as

ATTACHMENT A

the work has been completed and the cost determined, the City Manager, or other official designated by the City Council, shall prepare a bill for the cost and mail it to the owner. The amount shall be immediately due and payable at the office of the City Manager.

- B. Assessment: If the nuisance is a public health or safety hazard on private property, the accumulation of snow and ice on public sidewalks, the growth of weeds on private property or outside the traveled portion of streets, or unsound or insect infected trees, the city manager shall, on or before September 1 next following abatement of the nuisance, list the total unpaid charges along with all other such charges, as well as other charges for current services to be assessed under Minnesota Statutes section 429.101 against each separate lot or parcel to which the charges are attributable. The City Council may then spread the charges against such property under that statute and other pertinent statutes for certification to the County Auditor and collection along with current taxes the following year, or in annual installments not exceeding 10, as the City Council may determine in each case. (Ord. 1016, 6-8-1987)

407.089: ACCELERATED ABATEMENT PROCESS FOR CERTAIN NUISANCES:

- A. Notwithstanding the provisions of section 407.067 of this chapter, city officers charged with enforcement of this chapter shall follow the accelerated procedure described below for abating accumulations of snow and ice under subsection 407.03AP of this chapter, tall grasses, nuisance weeds and other vegetative growth under subsection 407.02EK of this chapter; cut vegetative debris under subsection 407.02DC of this chapter; and graffiti under subsection 407.02QD of this chapter. (Ord. 1337, 5-22-2006)

1. Notice of Violation: Whenever the officer charged with enforcement determines that a nuisance proscribed under subsection 407.03AP or 407.02EK of this chapter is being maintained or exists on premises in the city, written notice shall be served in person; or by posting on premises; or by regular or certified first-class mail ~~shall be provided~~ to the property owner or occupant. ~~If the premises are not occupied and the owner is not known, the notice may be served by posting it on the premises.~~ The ~~certified~~ notice shall specify the nuisance to be abated, that the nuisance must be abated within 5 working days, and that if the nuisance is not abated within 5 working days, that the city will have the nuisance abated and the cost of abatement certified against the property for collection with taxes.

2. Abatement by City: If the owner or occupant fails to comply with the ~~certified-mail~~ notice within 5 days, the city shall provide for abatement of the nuisance. The officer charged with enforcement shall keep records of the cost of abatement and shall provide this information to the city manager for assessment against the property pursuant to section 407.078 of this chapter. (Ord. 1228, 7-12-1999)

407.10: PUBLIC NUISANCE VARIANCE:

A. A variance request pertaining to nuisances occurring on public or private property as addressed in Section 407.02.G may be filed by a property owner or occupant with the following requirements:

1. Shall be submitted on forms supplied by the City; and
2. Shall include a specific description detailing the reason for the variance request; and
3. Shall be delivered to the Community Development Director within the timeframe given in the notice provided pursuant to 407.07.A; and

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4. Shall be accompanied by the fee set forth in Chapter 314.B; and

5. Submission of evidence including written approval of the otherwise prohibited activity, by 75% of the adjacent property owners within 100 feet of the subject property or prohibited activity.

B. Variance requests will be considered, approved or denied by the Community Development Director or his/her designee(s). The Community Development Director or his/her designee(s) shall notify the applicant and all property owners, identified under 407.10.A.5, within five (5) business days the decision to approve or deny the request and the process available for appeal.

C. Variance approvals may be granted with or without conditions, including but not limited to a time limited duration at the discretion of the City. Violations to any approved public nuisance variance shall be grounds for immediate revocation of the variance. Additional nuisance activity or violation to City Code may be grounds for the revocation of an approved variance.

407.11: VARIANCE APPEAL:

Variance denials or revocations may be appealed to City Council by the applicant. If an appeal is filed it must:

1. Be submitted on forms supplied by the City; and
2. Be delivered to the City Manager within 10 days of the denial or revocation.

When an appeal is filed, a public meeting regarding the matter shall be held before the City Council, acting as the Board of Adjustments and Appeals, at a regular meeting held within thirty (30) calendar days of the receipt of the appeal. The Board of Adjustments and Appeals may consider any of the evidence that had previously been considered as part of the formal action that is the subject of the appeal. New or additional information from the appealing applicant(s) may be considered by the Board of Adjustments and Appeals at its sole discretion if that information serves to clarify information previously considered by the Community Development Director or his/her designee(s).

SECTION 3. Effective Date. This ordinance amendment to the Roseville City Code shall take effect upon passage and publication.

Passed this 22nd day of May 2017.

CITY OF ROSEVILLE

BY: _____
Daniel J. Roe, Mayor

ATTEST:

Patrick Trudgeon, City Manager

ATTACHMENT B

City of Roseville

ORDINANCE SUMMARY NO. ____

**AN ORDINANCE AMENDING SELECTED TEXT OF THE ROSEVILLE CITY CODE,
TITLE 4, CHAPTER 407, NUISANCES**

The following is the official summary of Ordinance No. ____ approved by the City Council of Roseville on May 22, 2017:

The Roseville City Code is hereby amended to modify/clarify specific requirements within Roseville City Code, Title 4, Chapter 407, NUISANCES.

A printed copy of the ordinance is available for inspection by any person during regular office hours in the office of the City Manager at the Roseville City Hall, 2660 Civic Center Drive, Roseville, Minnesota 55113. A copy of the ordinance and summary shall also be posted at the Reference Desk of the Roseville Branch of the Ramsey County Library, 2180 Hamline Avenue North, and on the Internet web page of the City of Roseville (www.ci.roseville.mn.us).

BY:

Daniel J. Roe, Mayor

ATTEST:

Patrick Trudgeon, City Manager

1 **8. Business Items**

2
3 **b. Community Development Department Requests Discussion of Proposed**
4 **Text Amendments of Roseville City Code, Chapter 407 (Nuisances)**

5 As detailed in the RCA and attachments, Codes Coordinator Dave Englund noted
6 a number of minor proposed text amendments, as well as additional language
7 as presented. Mr. Englund clarified that the intent tonight was for discussion,
8 with the clean document presented at a future meeting for formal action;
9 intending to have it enacted prior to this season's Neighborhood Enhancement
10 Program (NEP) review, anticipated to start June 1, 2017. Mr. Englund noted
11 that the public could then be informed of revisions to city code from past
12 iterations.

13
14 While meeting materials included a redlined copy of Chapter 407-Nuisances
15 (Attachment A) and a clean copy (Attachment B), Mr. Englund noted that a
16 bench handout of those attachments, reformatted to provide page and line
17 numbers for easier access had been provided.

18
19 **Attachment A**

20 **Section 401.01 Definitions**

21 **Farm Animals (Lines 26-27)**

22 Councilmember Willmus suggested the need to define "farm animals" and use
23 consistent terminology for all animals to avoid potential disputes in
24 differentiating them with pets.

25
26 Mayor Roe suggested looking to other city code language, as well as that used
27 in other communities to determine if there was a common definition used to
28 distinguish those animals kept for agricultural purposes instead of as pets and
29 in addressing their related effects on the public enjoyment of a neighborhood
30 accordingly.

31
32 Along those lines, Councilmember McGehee noted that some pygmy goats were
33 considered pets, and therefore staff needed to ensure those animals considered
34 actual pets rather than farm animals were addressed for an urban environment.

35
36 Councilmember Etten noted that some people chose to keep goats, not
37 necessarily pygmy goats, as pets as well.

38
39 **Graffiti (Lines 33-37)**

40 Councilmember McGehee suggested the need to distinguish graffiti from murals
41 done on buildings and/or fences.

42
43 Mayor Roe agreed with the need to distinguish between nuisance graffiti and
44 artistic creativity.

45
46 Mr. Englund suggested further distinguishing graffiti as "unauthorized
47 defacing."

48
49 Councilmember Etten suggested moving references to "graffiti" and yard cover
50 to a location earlier in the larger heading (page 3, Lines 288 – 295) related to
51 public health and safety, as well as "parking" and "storage."
52

ATTACHMENT C

Mayor Roe noted that vehicles in parking and storage had been moved to the different section affecting public comfort or repose (page 3, Line 87).

Comfort or Repose (Page 3)

Councilmember McGehee sought clarification of noxious weeds and tall grasses and who determined the differences (e.g. prairie grass landscaping at City Hall).

Mayor Roe noted reference to the differences contained in another area of city code.

Councilmember Willmus had a similar question related to ornamental grasses that may not be natural or native landscaping and asked where in code that was defined.

Mayor Roe asked that staff make reference to where that definition is located and make sure language addresses and clarifies "nuisance."

Councilmember Etten noted that the definitions that had been in use to-date had been working fine and clarified that staff was not being asked to change those items or definitions, but simply to clarify their location and identify their location.

At the same time, Councilmember Willmus opined that there were some areas he'd like to see cleaned up if this ordinance was going through this extensive of a review.

Mayor Roe noted that the point was that the language needed to be explicit about what is and what is not allowable, and where it was defined.

Councilmember Laliberte agreed with the need for clarity (e.g. ornamental versus nuisance) and addressing differing opinions of them.

Item I: Building Maintenance and Appearance (Page 4, Lines 162-169)

Councilmember McGehee suggested clarifying what "not limited to" meant related to Chapter 906 and fences or other structures as it related to other areas of city code.

Section 407.02

Mr. Englund clarified that most of the strike-outs in this section had been relocated to other sections of this code and made consistent with other areas of city code as part of the update. Mr. Englund advised that the main additions in this section (e.g. setbacks and 4-day storage language) addressed unscreened street-facing side yards not considered in previous code language.

As noted by Mayor Roe of relocated language to this section from Section 407.03, Mr. Englund noted some additional modifications consistent with other areas of code, and staff's authorization to decipher and interpret code accordingly.

Based on an example in his neighborhood, Councilmember Etten asked for clarification as to whether or not that the language regarding a commercial vehicle parked in a residential area included private driveways; with Mr. Englund confirming that it could include a large commercial vehicle stored in

the driveway; and Mayor Roe noting that the code addresses parking for more than two hours unless meeting one of the exceptions as outlined.

Specific to graffiti, Councilmember Etten suggested moving that to the first section of "Comfort or Repose" to avoid losing it in parking and other related items; with Mayor Roe concurring with the change in that placement.

Section 407.03 (Nuisances Affecting Public Health and Safety (Lines 297...))

Mr. Englund noted a number of items moved from Section 407.02 to this section and vice versa, with the addition of more descriptive wording. Mr. Englund also noted several areas added specific to holes, excavations and traffic visibility.

Mayor Roe stated his appreciation of the added Item R (Traffic Visibility) and its potential consideration as a nuisance, with many complaints received in the past related to plantings too close to a corner to make traffic movements safe, and this ability to enforce them as a nuisance. Even if it may be referenced elsewhere in city code, Mayor Roe opined that it made sense to include it in this ordinance as well.

Item E: Dangerous Buildings (Page 7, Lines 310-313)

Councilmember Etten noted the need to address grammar and location of commas in this section for clarity insertion of the appropriate clause, either "and are..." or "or are..." in line 4 related to damaged buildings.

Mayor Roe agreed with the placement of commas (line 310) and re-insertion of the "or" originally stricken at the end of line 311.

Item T: Peddling and Soliciting (Line 368...)

Councilmember Laliberte noted that most of this section had to do with door-to-door selling of products. However, since she had seen more peddling on streets and corners of late, Councilmember Laliberte asked how stationary solicitation situations could be addressed.

Mr. Englund advised that those situations were handled by the Police Department; and if any changes were made to this section, suggested moving Item T in its entirety under the Police regulations (chapter 5) (lines 368 – 390).

Discussion ensued regarding peddling and/or panhandling; and responsible enforcement parties.

City Attorney Gaughan clarified that "panhandling" had its own definition and came under significant constitutional oversight. Typically, a police department enforced it under its own set of regulations, not specific to this nuisance section of code; and Mr. Gaughan clarified that this nuisance ordinance dealt specifically with door-to-door peddling and solicitation only.

Section 407.04: Vehicles Constituting a Public Nuisance (Page 9, Lines 391...)

Mr. Englund noted that this section had been moved in its entirety from another section.

Mayor Roe noted the reference to “license plates” and revisions to “current registration” revising language under current practices.

Sections 407.05 – 407.08

407.07: City Abatement of Public Nuisances

Mr. Englund asked for City Council approval of clarified service notices, stating staff's preference to add “in person” notification in addition to other options and based on current practice. Mr. Englund reviewed the current process used by staff in attempting to create dialogue through that personal contact to hear the issues and perspectives from the property owner or occupant in attempting to find a resolution. Mr. Englund advised that notices would also be mailed by First Class mail; with any follow-up for abatements still sent by Certified Mail and posted on site as well to ensure the actual property was noticed.

Councilmember McGehee admitted that this may have clarified her initial question and problems she had in current language related to serving notice by “any” of the following methods. Councilmember McGehee stated that she didn't consider simply posting a notice on premises to be sufficient to ensure the appropriate person would receive the notice.

Mayor Roe noted language revisions to “by the following methods” that included in-person, some type of mailing and posting included all three being addressed and not restricted to a certain form of mailing depending on the situation.

At the request of Councilmember Willmus, Mr. Englund clarified that when notices are mailed, if a non-owner-occupied property, notices were mailed to the property owner of record as well as the occupant on site.

Councilmember McGehee questioned the 30-day time limitation, noting that historically there had been considerable negotiations between the Community Development Department and the offending party before an issue reached the City Council, and often taking a considerable time period to resolve. With this language, Councilmember McGehee asked if that flexibility for staff to resolve an issue remained in seeking a more humanitarian approach.

Mr. Englund clarified that this language addressed the worst case scenarios and retained the thirty-day window for staff to make contact with a property owner seeking resolution, and stated that he saw no changes from the current process used.

Mayor Roe concurred, recognizing the two-step process after other attempts to get resolution, with this ordinance, with “and” indicating that only after initial steps were taken without resolution, would “next steps” be undertaken, initiating the referenced 30-day clock at that point.

Section 401.10: Public Nuisance Variance (Pages 12-13, Lines 504...)

Mr. Englund specifically addressed this section and written variances (lines 504-539) for parking and storage and staff compliance and administrative approval of variances.

Discussion included the process including approval of neighbors within 150' of the site in question; right of appeal before the City Council in their role of Board of Adjustments and Appeal for administrative denials; clarification by City

ATTACHMENT C

Attorney Gaughan that such a variance should apply with a time condition and not continue in perpetuity with a property, preferably attached to a specific vehicle for which a property owner was seeking a variance; and upon expiration of a particular timeframe and at its renewal, re-notification of all property owners within that 150' foot adjacency.

However, Mayor Roe noted the need to clarify that during the timeframe a variance was in effect, its approval could not be rescinded, and that process needed to be clear for neighbors in that their approval of a variance was for the duration of the variance period as long as applicable conditions had been met, including location of the vehicle.

Mr. Englund advised that staff had yet to think through all of those ramifications at this point.

If this route was continued in this section of the nuisance code, Councilmember Willmus suggested that it be done under the pretense that a variance is granted in an effort to ultimately obtain code compliance, and therefore only consider a 30-60 day window for that variance, and not three years unless there was a hardship situation where a longer time was needed. Councilmember Willmus stated that he certainly didn't want to create a situation where every time there is a neighborhood dispute over where a boat or vehicle is parked, that an appeal or public hearing is sought before the City Council. Therefore, Councilmember Willmus suggested there be some pretense in seeking compliance with code and an applicable tight timeframe.

In creating a variance process for one section of code, Councilmember Laliberte asked if that option applied to other sections of code as well.

City Attorney Gaughan clarified that the option would only apply to the specific portion of code referenced storage as subject to a variance.

However, Mayor Roe noted that a future City Council could expand the variance option to another area of code or eliminate it entirely at their discretion.

In reference to Councilmember Willmus' thoughts for the 30-60-day compliance, Councilmember Etten asked for an applicable example from staff's perspective; or if there were some situations where a timeframe for compliance would not serve.

Mr. Englund noted a two-axle trailer previously used for commercial purposes but now used by the owner for recreational purposes; and no location other than their driveway that was available for storage. While he could see some situations where the 30-60 day allowance may be applicable to obtain a parking place outside of the city or inside a structure, Mr. Englund noted other situations that due to topography issues, a property owner would be unable to locate a vehicle at another location on their property and need a longer term variance provision.

Councilmember Willmus stated that was his concern for a situation where the issue would never go away.

ATTACHMENT C

If so, Mr. Englund suggested simply stating upfront that such a use was not permitted, as currently done, but recognized topography issues that may apply in a specific neighborhood.

Mayor Roe noted that there could be situations where someone wanted to store something for the entire summer, and if neighbors didn't object, could receive an annual 30-60 day variance. Under that circumstance, Mayor Roe noted that the variance wouldn't be ongoing, but under the 30-60 day timeframe renewed or applied for on an annual basis.

Given that some residents will seek an ongoing variance, and using an example in his neighborhood, Councilmember Etten noted the need for the City Council to decide how to accommodate such a situation, or require the vehicle be parked at a storage unit.

If this portion of code was put into effect, Mayor Roe noted the need to consider language to avoid neighborhood wars.

Councilmember Willmus suggested that, as with other areas of code stipulating a certain percentage of property owners rather than the proposed 150' provision, it wouldn't require unanimous approval of adjacent property owners.

Mayor Roe concurred that similar language to that referenced in the animal licensing code for neighborhood approval of a certain number of dogs at one property may be applicable to this area as well.

Councilmember McGehee stated that she wasn't that supportive of moving away from the unanimous adjacent property owner approval on this item. Councilmember McGehee reviewed examples of Roseville residents who have trailers used for work, but unable to store them other than renting off-site public storage.

Mayor Roe stated that he was concerned with anything less than unanimity of adjacent neighbors for this type of variance, opining it made more sense since it directly impacted those neighbors. However, Mayor Roe agreed that there was a need to address how situations, considerations or neighbors may change over the course of time.

Councilmember Willmus suggested if this was pursued, to seek unanimity of adjoining properties versus those within 150', opining that would be too excessive.

Councilmember Etten clarified that in most cases, the 150' involved several properties; with Councilmember Willmus agreeing it would impact two and in some cases three adjacent properties; with Mayor Roe suggesting that 100' and adjacent may be more appropriate.

After further discussion, without objection, Mayor Roe summarized that unanimous approval should be sought for something that impacted the health, safety and welfare of the public long-term.

Engagement Strategy

ATTACHMENT C

315 Mayor Roe offered an opportunity for public comment at this time, with no one
316 appearing.
317

318 Given the extensive changes proposed for this ordinance, and with this
319 proposed Nuisance Code revision not having been heard by any advisory
320 commissions to-date, Mayor Roe asked about the intended process to seek
321 public feedback on these important changes, and sought ideas for an
322 engagement strategy to receive public input and publication of the City
323 Council's consideration of these revisions once they become more refined after
324 tonight's discussion and prior to their enactment.
325

326 Councilmember McGehee opined that residents watch City Council meetings
327 carefully, and suggested before this comes back to the City Council, staff put
328 something on the city's website directing people to review proposed changes
329 and respond with their feedback.
330

331 Councilmember Laliberte suggested that the Communications Manager be
332 tasked with submitting something for the *Roseville Review* and/or
333 *NextDoor.com*, especially since timing to send a draft to advisory commissions
334 seems incompatible with staff's timeline.
335

336 Councilmember Willmus agreed with the need to seek feedback, not just on the
337 minor tweaks, but especially with the proposed variance process.
338

339 Mayor Roe agreed that changes should be highlighted, even if they seemed to
340 be minor, as well as the variance process as proposed.
341

342 Mr. Englund duly noted those requests; and sought Council preference for
343 whether to return with this item for discussion or formal action at its next
344 iteration.
345

346 Without objection, Mayor Roe directed staff to return with a revised draft for
347 the May 2017 City Council Work Session, followed by formal action at a
348 subsequent meeting, prior to the June 1, 2017 start of this year's NEP.
349
350



REQUEST FOR CITY COUNCIL ACTION

Agenda Date: 05/22/17

Agenda Item: 7.h

Department Approval

City Manager Approval

Item Description: Consider the Preliminary Plat for Java Capital Partners for property addressed at 2038 and 2045 Twin Lakes Parkway (PF17-006).

APPLICATION INFORMATION

Applicant: Java Capital Partners
Location: 2038 and 2045 Twin Lakes Parkway
Application Submission: 04/05/17; deemed complete 04/13/17
City Action Deadline: 06/04/17
Planning File History: PF15-002

LEVEL OF DISCRETION IN DECISION MAKING: Actions taken on a Preliminary Plat request are **quasi-judicial**; the City's role is to determine the facts associated with the request, and weigh those facts against the legal standards contained in State Statute and City Code.

BACKGROUND

On July 6, 2015, Java Capital Partners received approval of their two-lot final plat, referred to as the Cleveland Club, and which included the development of an Aldi, Denny's and a multi-tenant retail or office building, and subsequently submitted a payment in lieu of park dedication in the amount of \$123,298. Work is proceeding on the site development and Aldi and Denny's are nearing completion. That said, Java is requesting to create a separate lot for the Denny's so that it can be under separate ownership, much like the Aldi site/development.

When exercising the "quasi-judicial" authority on a plat request, the role of the City is to determine the facts associated with a particular request and apply those facts to the legal standards contained in the ordinance and relevant state law. In general, if the facts indicate the application meets the relevant legal standards and will not compromise the public health, safety, and general welfare, then the applicant is likely entitled to the approval. The City is, however, able to add conditions to a plat approval to ensure that the likely impacts to parks, schools, roads, storm sewers, and other public infrastructure on and around the subject property are adequately addressed. Proposals may also be modified to promote the public health, safety, and general welfare; to provide for the orderly, economic, and safe development of land, and to promote housing affordability for all levels.

STAFF REVIEW OF PRELIMINARY PLAT

The proposed preliminary plat seeks to create a separate lot, Lot 1, Block 1, Cleveland Club Second Addition, which is for the sole purpose of separate ownership for the Denny's development. The

proposed Lot 2, Block 1, Cleveland Club Second Addition will encompass the proposed retail/office building to be constructed in the future.

Plat proposals are reviewed primarily for the purpose of ensuring that all proposed lots meet the minimum size requirements of the zoning code, plan for adequate streets, public infrastructure are in place or identified and constructed, and that storm water is addressed to prevent problems either on nearby property or within the storm water system. As a PRELIMINARY PLAT of a Community Mixed Use-4 property, neither the zoning nor subdivision codes establish minimum requirements for area or width of lots. The proposed lot is not subject to park dedication. Cleveland Club Addition paid its park dedication payment for the overall development in 2015. There is also no need for utility and drainage easements on either side of the interior lot line. Such standards are established in Chapter 1103 (Design Standards) of the City Code.

The proposed PRELIMINARY PLAT documentation is included with this report as Attachment C.

The Development Review Committee (DRC) reviewed the proposal and did not have any concerns with the new lot configuration for the development.

STAFF RECOMMENDATION

Based on the information above and contained as an attachment to the report, the Planning Division recommends approval of the Preliminary Plat of Cleveland Club Second Addition.

PLANNING COMMISSION ACTION

On May 3, 2017, the Planning Commission held the duly noticed public hearing for the preliminary plat of Cleveland Club Second Addition. No citizens were present to address the Commission and Commissioners did not have any questions of the Planning staff.

The Planning Commission voted 6-0 to recommend approval of the preliminary plat, per the information detailed in the project report (RPCA).

SUGGESTED CITY COUNCIL ACTION

By motion, recommend approval of the PRELIMINARY PLAT for Cleveland Club Second Addition, based on the comments and findings stated above of this report.

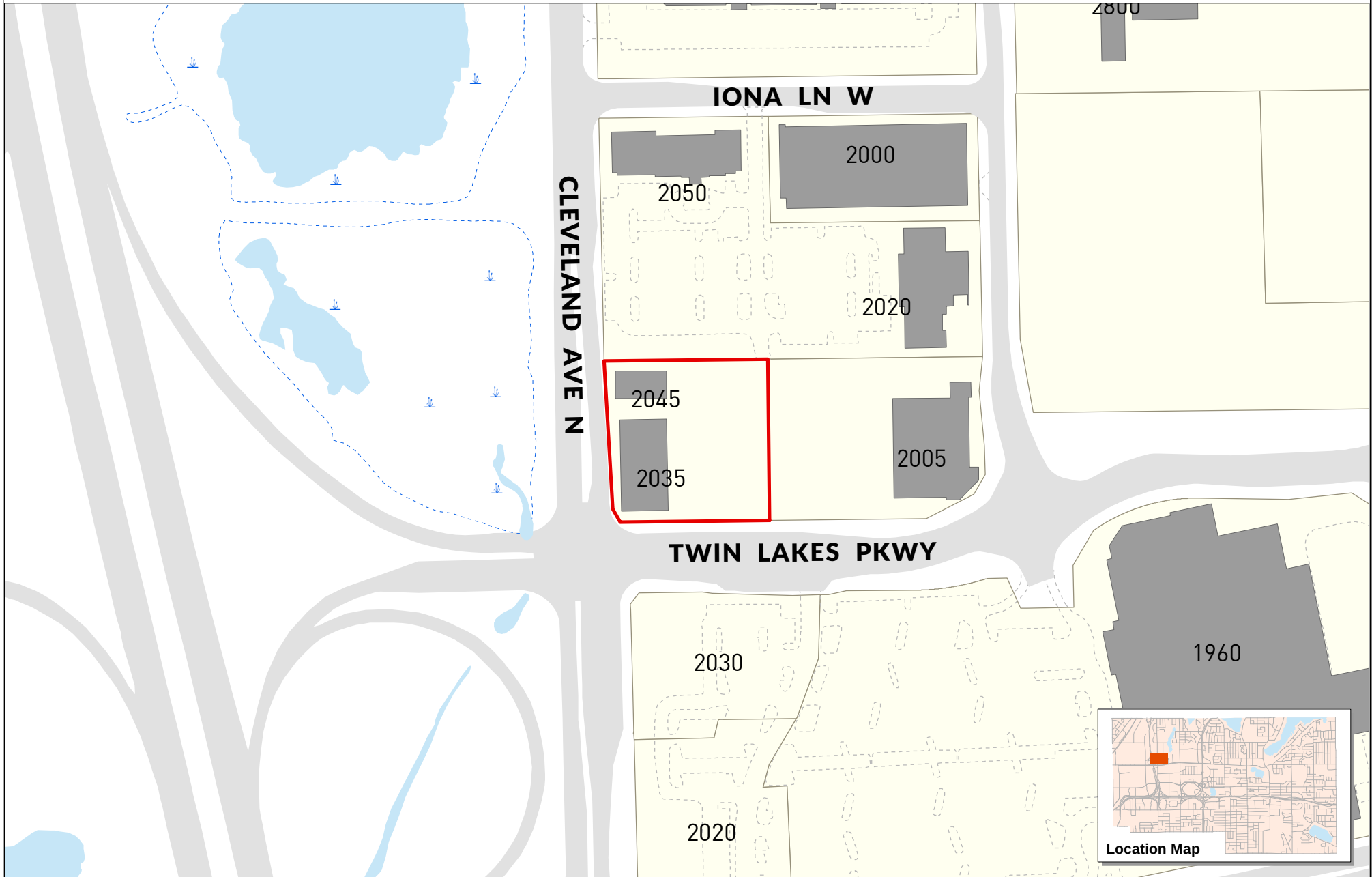
ALTERNATIVE ACTIONS

- a. Pass a motion to table the item for future action. An action to table must be tied to the need for clarity, analysis, and/or information necessary to make a recommendation on the request.
- b. Pass a motion recommending denial of the proposal. A motion to deny must include findings of fact germane to the request.

Report prepared by: **Thomas Paschke, City Planner**
651-792-7074
thomas.paschke@cityofroseville.com

Attachments: A. Base map B. Aerial photo
 C. Proposed plat information

Attachment A for Planning File 17-004



Prepared by:
Community Development Department
Printed: April 20, 2017



Site Location

Data Sources

* Ramsey County GIS Base Map [4/6/2017]

For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer

This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7085. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.

0 100 200 Feet



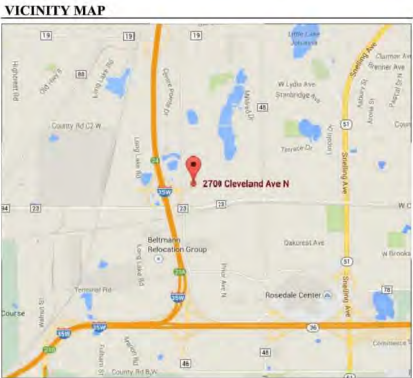
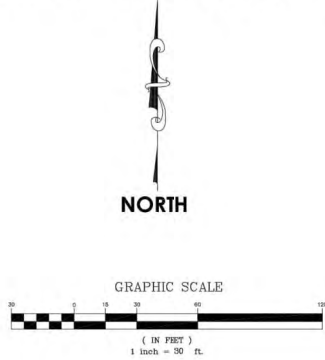
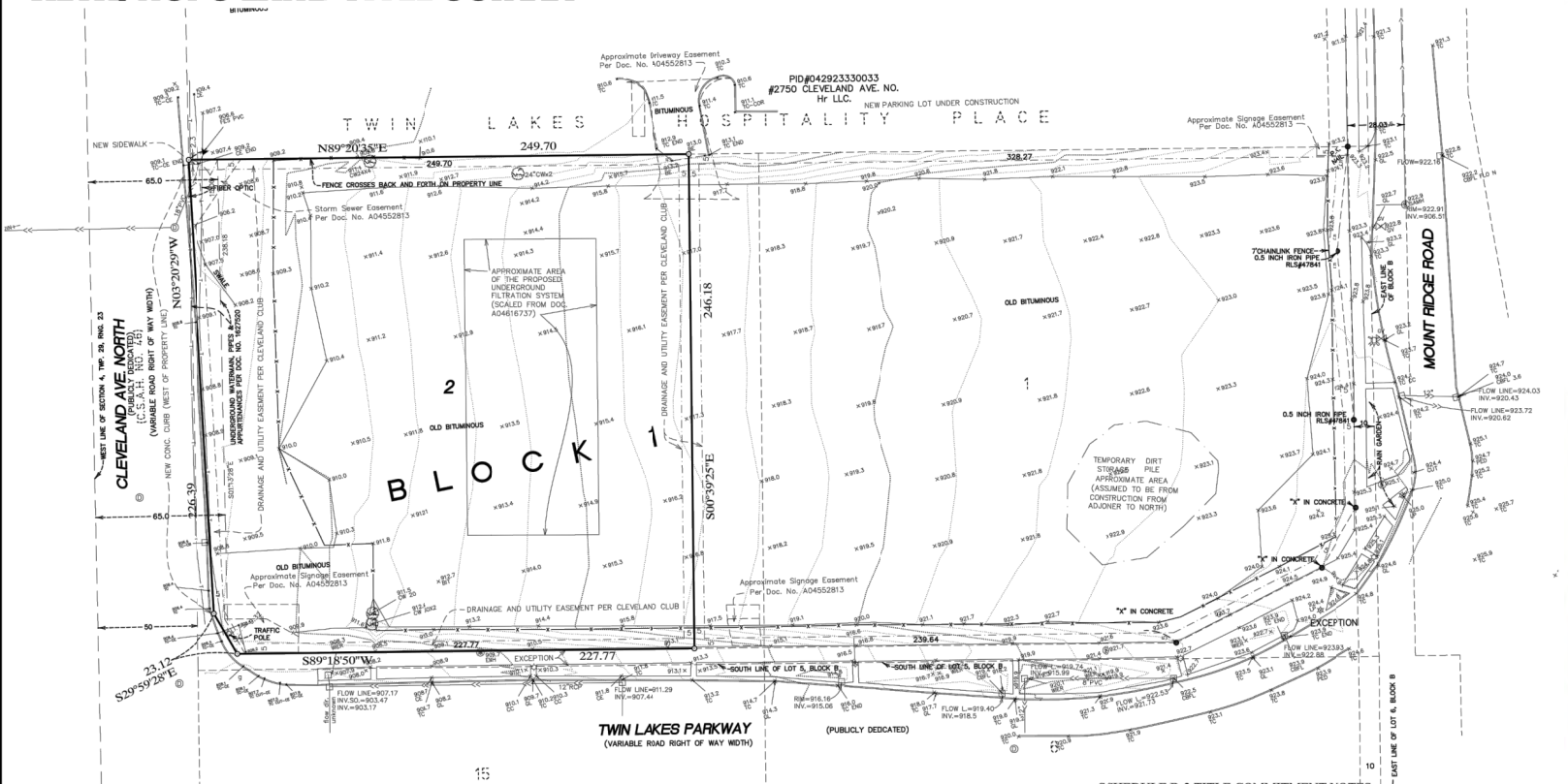
Attachment B for Planning File 17-006



ALTA/NSPS LAND TITLE SURVEY

~for~ JAVA CAPITAL PARTNERS 2700 CLEVELAND AVE LLC

EXISTING CONDITIONS SHEET 1 OF 2 SHEETS



- LEGEND**
- DENOTES IRON MONUMENT FOUND
 - DENOTES SET MONUMENT
 - ⊙ DENOTES SANITARY SEWER MANHOLE
 - ⊙ DENOTES STORM SEWER MANHOLE
 - ⊙ DENOTES CATCH BASIN
 - ⊙ DENOTES FIRE HYDRANT
 - ⊙ DENOTES STORM SEWER
 - ⊙ DENOTES SANITARY SEWER
 - ⊙ DENOTES TELEPHONE / FIBER OPTIC
 - ⊙ DENOTES ABOVE GROUND GAS MARKING
 - ⊙ DENOTES UTILITY BOX
 - ⊙ DENOTES EXISTING FENCE

LEGAL DESCRIPTION: Per Title Commitment Number 62847 Supp. No. 1
Lot 2, Block 1, Cleveland Club, according to the recorded plat thereof, Ramsey County, Minnesota, together with appurtenant easements for driveway, parking, water flowage and signage purposes contained in Document No. 4552813 as amended by First Amendment filed as Document No. 4552813 and together with appurtenant easements for driveway, parking, utility, water flowage and signage purposes contained in Document No. 459467, and together with appurtenant easements for right of way, signage, parking and temporary construction purposes contained in Easement and Restriction Agreement filed as Document No. 459467 (Abstract Property)

- ALTA "TABLE A" NOTES:**
- All monuments either found or set as shown herein.
 - Subject property lies within flood plain zone "X" (areas determined to be outside the 0.2% annual chance floodplain), per FEMA, FIRM Map No. 2122C0002G dated June 4th, 2010.
 - Gross land area = 159,960 or 1.38 acres
 - Zoning letter for 2700 Cleveland Avenue, per City of Roseville, dated September 19, 2010, subject property Zoned Community Mixed-Use-4 (CMU-4) District. The letter doesn't address any setbacks, height and floor space or parking requirements.
 - The surveyor cannot show any setback lines due to the Zoning Letter from the city does not list any setbacks for the property.
 - There are no buildings present on property.
 - There are no striped parking areas on subject property.
 - There are no division or party walls with respect to adjoining properties.
 - Utilities shown herein are observed. Excavations were not made during the process of this survey to locate underground utilities and/or structures. The location of underground utilities and/or structures may vary from locations shown hereon and underground utilities and/or structures may be encountered. Contact Gopher State One Call Notification Center at (855) 454-0052 for verification of utility type and location prior to excavation. Gopher State One Call was contacted as part of this survey per ticket #12720068. It is the surveyor's belief that all utilities and/or structures shown on the map were marked out by said Gopher State One Call ticket referenced.
 - Names of adjacent property owners shown.
 - There is observable evidence of earth moving work. There is no observable evidence of building construction or building additions. There is newer concrete curbs that has been placed near the west line of subject property.
 - There are no known changes to right-of-ways proposed.
 - Offsite easements and appurtenant easements as cited in documents 4552813 & 459467 are vague, and some are blanket in nature, see documents for details.

GENERAL NOTES:

- BEARING SYSTEM IS BASED ON THE PLAT OF CLEVELAND CLUB.
- SUBJECT PROPERTY ADDRESS IS 2700 CLEVELAND AVE. NO., ROSEVILLE, MN 55113.
- PROPERTY IDENTIFICATION # (A.K.A. P.I.D.) = 04-29-25-33-0035 (per Ramsey County Property GIS Map).

- SCHEDULE B-2 TITLE COMMITMENT NOTES:**
- UTILITY AND DRAINAGE EASEMENT(S) OVER PART OF SUBJECT PREMISES AS SHOWN ON THE RECORDED PLAT OF CLEVELAND CLUB - AS SHOWN
 - WATER MAIN EASEMENT(S) OVER PART OF SUBJECT PREMISES AS EVIDENCED BY DOCUMENT NO(S). 1627520 - EASEMENT IS SHOWN ON SURVEY.
 - TERMS, CONDITIONS AND EASEMENTS OF AGREEMENT FOR RECIPROCAL EASEMENTS AND RESTRICTIVE COVENANT DATED APRIL 14, 2015, FILED APRIL 22, 2015 AS DOCUMENT NUMBER, A04552813. - ACCESS DRIVEWAY, SIGNAGE, AND STORM AS SHOWN APPROXIMATELY PER MAP. THE AREAS ARE NOT LEGALLY DESCRIBED. - BLANKET ACCESS EASEMENTS AND FLOWAGE EASEMENTS TO THE HOTEL PROPERTY TO NORTH.
 - COVENANTS, CONDITIONS, RESTRICTIONS AND EASEMENTS CONTAINED IN DECLARATION OF EASEMENT RIGHTS AND RESTRICTIVE COVENANTS DATED DECEMBER 8, 2016, FILED MARCH 22, 2016, AS DOCUMENT NO. 459467 - Blanket Parking and Access Easements between Lot 1 and Lot 2, Cleveland Club; Signage Exhibit, right and right of Exhibits and Utility exhibits only display general layout of said items. Not Platable.
 - COVENANTS, CONDITIONS AND RESTRICTIONS OF DECLARATION FOR MAINTENANCE OF STORMWATER FACILITIES DATES JUNE 20, 2016, FILED JULY 27, 2016, AS DOCUMENT NO. 4615952 AND CORRECTIVE INSTRUMENT FILED JULY 27, 2016, AS DOCUMENT NO. 4615952 AND CORRECTIVE INSTRUMENT FILED JULY 27, 2016, AS DOCUMENT NO. 4616737. - Surveyor is showing approximate area of infiltration Basin, but the easement area is undefinable. See Document for details.
 - FIRST AMENDMENT TO AGREEMENT (A04552813) FOR RECIPROCAL EASEMENTS AND RESTRICTIVE COVENANT (UNRECORDED)
- Surveyor is showing approximate areas of the Signage Easement, Access Easement, and Storm Sewer Easement, but the easement areas of them all are undefinable. See Document for details.
 - New Easement and Restriction Agreement (Unrecorded) - Blanket in Nature, The Proposed Site Plan at current scale is illegible. See Document for details. The surveyor is attaching the Proposed Site Plan revised 7-28-16, per CIVIL SITE GROUP on sheet 2 of 2.

BENCHMARK
TOP NUT FIRE HYDRANT, SW RADIIUS OF CENTER POINTS DRIVE & CLEVELAND AVE., 12.6 FEET WEST OF THE BACK OF THE WESTERLY CURB, 19.0 FEET SOUTH OF FIRE HYDRANT AND 0.5' EAST OF SIGN AND POST. ELEV. = 906.84 (NGVD 1929 DATUM) (COUNTY CORNERS, X=550683.1 Y=162927.9)

REVISION SUMMARY	
DATE	DESCRIPTION

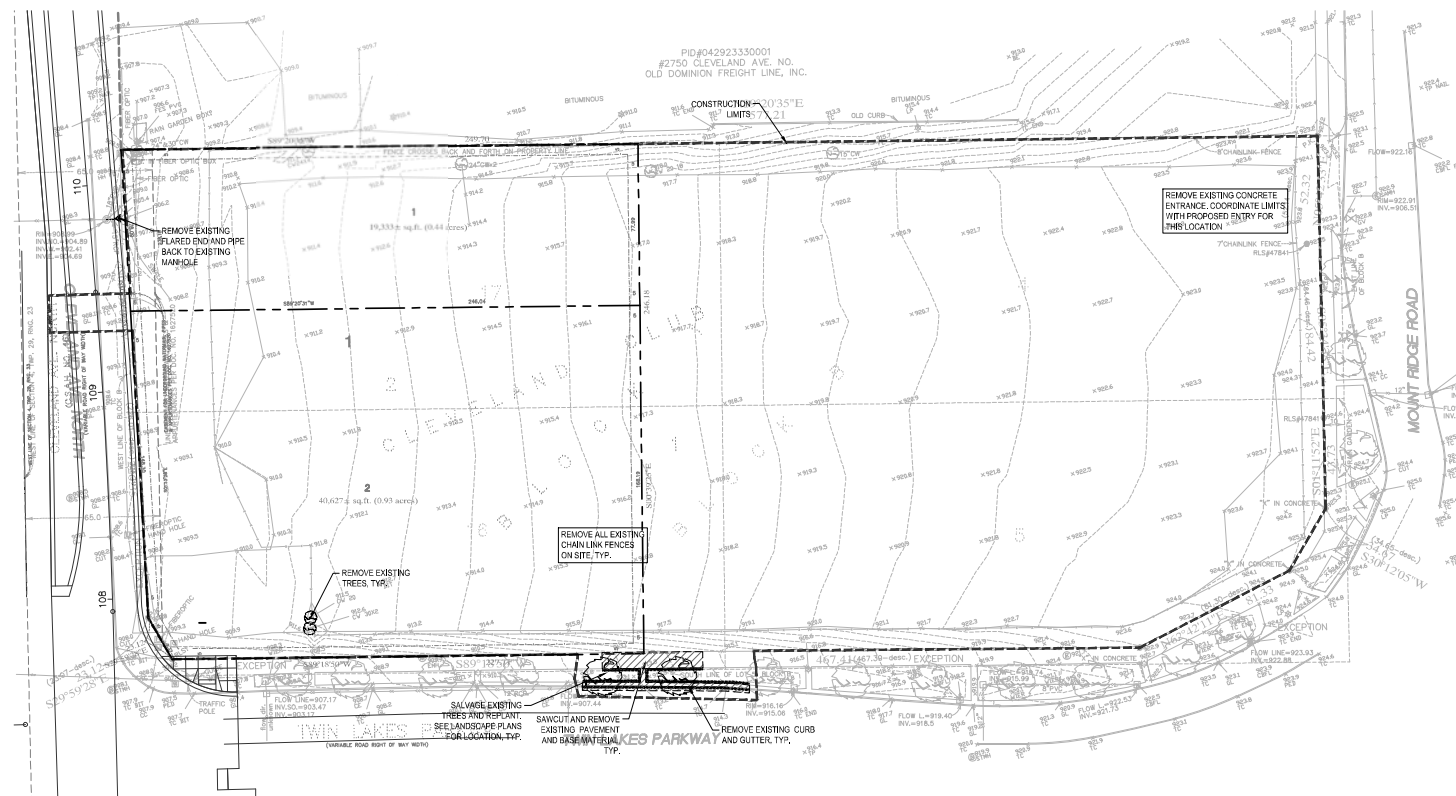
SITE SURVEY

C0.1

To Guaranty Commercial Title, Inc., Java Capital Partners 2700 Cleveland Ave L.L.C., All, Inc., "Bridgebank Bank, its successors and/or assign", and Old Republic National Title Insurance Company :
This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2018 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Survey, jointly established and adopted by ALTA and NSPS, and includes items 1, 2, 3, 4, 7(a), 9, 11, 13, 16, 17, and 19 of Table A thereof. The fieldwork was completed on 7-19-2016.

Date of Map: 10/11/2016
Surveyor: [Signature]
Title: [Signature]





1. SET STORM WATER POLLUTION PREVENTION PLAN (SWPPP) PLAN FOR CONSTRUCTION STORM WATER MANAGEMENT PLAN.
2. REMOVAL OF MATERIALS NOTED ON THE DRAWINGS SHALL BE IN ACCORDANCE WITH INDOT, STATE AND LOCAL REGULATIONS.
3. REMOVAL OF PRIVATE UTILITIES SHALL BE COORDINATED WITH UTILITY OWNER PRIOR TO CONSTRUCTION ACTIVITIES.
4. EXISTING PAVEMENTS SHALL BE SAWCUT IN LOCATIONS AS SHOWN ON THE DRAWINGS OR THE NEAREST JOINT FOR PROPOSED PAVEMENT CONNECTIONS.
5. REMOVED MATERIALS SHALL BE DEPOSITED AT A LEGAL, OFF-SITE LOCATION AND IN ACCORDANCE WITH STATE AND LOCAL REGULATIONS.
6. ABANDON, REMOVE, CONNECTION AND PROTECTION NOTES SHOWN ON THE DRAWINGS ARE APPROXIMATE, COORDINATE WITH PROPOSED PLANS.
7. EXISTING ON-SITE FEATURES NOT NOTED FOR REMOVAL SHALL BE PROTECTED THROUGHOUT THE DURATION OF THE CONTRACT.
8. PROPERTY LINES SHALL BE CONSIDERED GENERAL CONSTRUCTION LIMITS UNLESS OTHERWISE SHOWN ON THE DRAWINGS. WITHIN THE GENERAL CONSTRUCTION LIMITS SHALL INCLUDE STAGING, DEMOLITION AND CLEAN-UP OPERATIONS AS WELL AS CONSTRUCTION STORM ON THE DRAWINGS.
9. MINOR WORK OUTSIDE OF THE GENERAL CONSTRUCTION LIMITS SHALL BE ALLOWED AS SHOWN ON THE PLAN AND PER CITY REQUIREMENTS.
10. DAMAGE BEYOND THE PROPERTY LIMITS CAUSED BY CONSTRUCTION ACTIVITY SHALL BE REPAIRED IN A MANNER APPROVED BY THE ENGINEER/LANDSCAPE ARCHITECT OR IN ACCORDANCE WITH THE CITY OF CHICAGO.
11. PROPOSED WORK (BUILDING AND CIVIL) SHALL NOT DISTURB EXISTING UTILITIES UNLESS OTHERWISE SHOWN ON THE DRAWINGS AND APPROVED BY THE CITY PRIOR TO CONSTRUCTION.
12. SITE SECURITY MAY BE NECESSARY AND PROVIDED IN A MANNER TO PROTECT VANDALISM, THEFT, DURING AND AFTER NORMAL WORK HOURS, THROUGHOUT THE DURATION OF THE CONTRACT. SECURITY MAINTENANCE SHALL BE IN ACCORDANCE WITH THE CITY OF CHICAGO.

1. RESERVED FOR CITY SPECIFIC REMOVAL NOTES

SEE SWPPP ON SHEETS SW/1.0-SW/1.5

----- 932 ----- EX. 1' CONTOUR ELEVATION INTERVAL

 REMOVAL OF PAVEMENT AND ALL BASE MATERIAL
INCLUDING BIT., CONC., AND GRAVEL P/MTS.



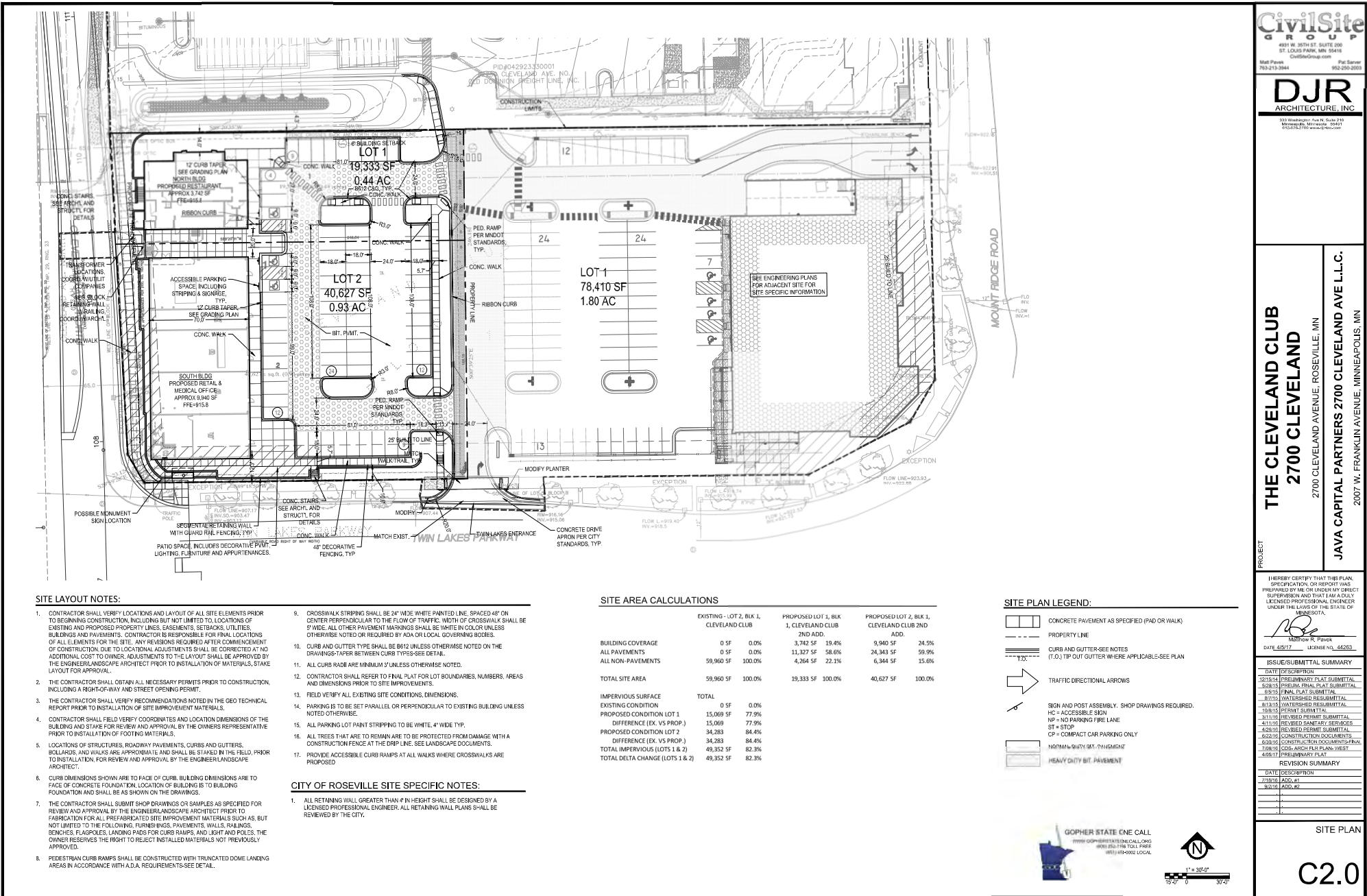
TREE PROTECTION

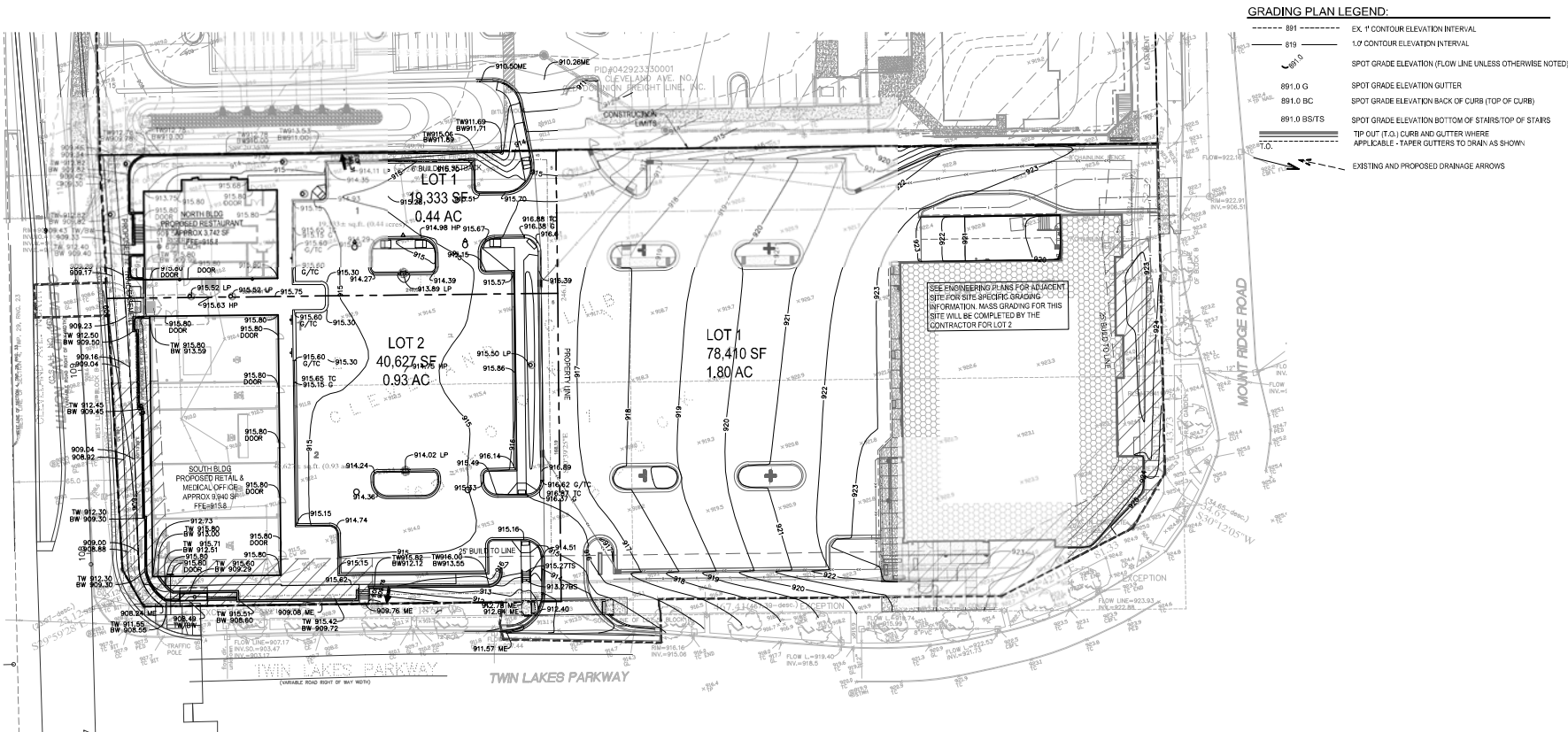


TREE REMOVAL, INCLUDING ROOTS AND STUMPS



C1.0





GENERAL GRADING NOTES:

1. SEE SITE PLAN FOR HORIZONTAL LAYOUT & GENERAL GRADING NOTES.
2. THE CONTRACTOR SHALL COMPLETE THE SITE GRADING CONSTRUCTION (INCLUDING BUT NOT LIMITED TO SITE PREPARATION, SOIL CORRECTION, EXCAVATION, EMBANKMENT, ETC.) IN ACCORDANCE WITH THE REQUIREMENTS OF THE OWNER'S SOILS ENGINEER. ALL SOIL TESTING SHALL BE COMPLETED BY THE OWNER'S SOILS ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL REQUIRED SOIL TESTS AND INSPECTIONS WITH THE SOILS ENGINEER.
3. GRADING AND EXCAVATION ACTIVITIES SHALL BE PERFORMED IN ACCORDANCE WITH THE NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT REQUIREMENTS & PERMIT REQUIREMENTS OF THE CITY.
4. PROPOSED SPOT GRADES ARE FLOW-LINE FINISHED GRADE ELEVATIONS, UNLESS OTHERWISE NOTED.
5. GRADES OF WALKS SHALL BE INSTALLED WITH 5% MAX. LONGITUDINAL SLOPE AND 1% MIN. AND 2% MAX. CROSS SLOPE, UNLESS OTHERWISE NOTED.
6. PROPOSED SLOPES SHALL NOT EXCEED 3:1 UNLESS INDICATED OTHERWISE ON THE DRAWINGS. MAXIMUM SLOPES IN MAINTAINED AREAS IS 4:1.
7. PROPOSED RETAINING WALLS, FREESTANDING WALLS, OR COMBINATION OF WALL TYPES GREATER THAN 4' IN HEIGHT SHALL BE DESIGNED AND ENGINEERED BY A REGISTERED RETAINING WALL ENGINEER. DESIGN DRAWINGS SHALL BE SUBMITTED FOR REVIEW AND APPROVAL PRIOR TO CONSTRUCTION.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTENANCE OF GRADE STAKES THROUGHOUT THE DURATION OF CONSTRUCTION TO ESTABLISH PROPER GRADES. THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR A FINAL FIELD CHECK OF FINISHED GRADES ACCEPTABLE TO THE ENGINEER/LANDSCAPE ARCHITECT PRIOR TO TOPSOIL AND SEEDING ACTIVITIES.
9. IF EXCESS OR SHORTAGE OF SOIL MATERIAL EXISTS, THE CONTRACTOR SHALL TRANSPORT ALL EXCESS SOIL MATERIAL OFF THE SITE TO AN AREA SELECTED BY THE CONTRACTOR, OR IMPORT SUITABLE MATERIAL TO THE SITE.

10. EXCAVATE TOPSOIL FROM AREAS TO BE FURTHER EXCAVATED OR REGRADED AND STOCKPILE IN AREAS DESIGNATED ON THE SITE. THE CONTRACTOR SHALL SALVAGE ENOUGH TOPSOIL FOR RESREADING ON THE SITE AS SPECIFIED. EXCESS TOPSOIL SHALL BE PLACED IN EMBANKMENT AREAS, OUTSIDE OF BUILDING PADS, ROADWAYS AND PARKING AREAS. THE CONTRACTOR SHALL SUBCUT OUT AREAS WHERE TURF IS TO BE ESTABLISHED TO A DEPTH OF 8 INCHES. RESEED TOPSOIL IN AREAS WHERE TURF IS TO BE ESTABLISHED TO A MINIMUM DEPTH OF 8 INCHES.
11. FINISHED GRADING SHALL BE COMPLETED. THE CONTRACTOR SHALL UNIFORMLY GRADE AREAS WITHIN LIMITS OF GRADING, INCLUDING ADJACENT TRANSITION AREAS. PROVIDE A SMOOTH FINISHED SURFACE WITHIN SPECIFIED TOLERANCES, WITH UNIFORM LEVELS OR SLOPES BETWEEN POINTS WHERE ELEVATIONS ARE SHOWN, OR BETWEEN SUCH POINTS AND EXISTING GRADES. AREAS THAT HAVE BEEN FINISHED GRADED SHALL BE PROTECTED FROM SUBSEQUENT CONSTRUCTION OPERATIONS, TRAFFIC AND EROSION, REPAIR ALL AREAS THAT HAVE BECOME RUTTED BY TRAFFIC OR ERODED BY WATER OR HAS SETTLED BELOW THE CORRECT GRADE. ALL AREAS DISTURBED BY THE CONTRACTOR'S OPERATIONS SHALL BE RESTORED TO EQUAL, OR BETTER THAN ORIGINAL, CONDITION OR TO THE REQUIREMENTS OF THE NEW WORK.
12. PRIOR TO PLACEMENT OF THE AGGREGATE BASE, A TEST ROLL WILL BE REQUIRED ON THE STREET AND/OR PARKING AREA SUBGRADE. THE CONTRACTOR SHALL PROVIDE A LOADED TANDUM AXLE TRUCK WITH A GROSS WEIGHT OF 25 TONS. THE TEST ROLLING SHALL BE AT THE DIRECTION OF THE SOILS ENGINEER AND SHALL BE COMPLETED IN AREAS AS DIRECTED BY THE SOILS ENGINEER. THE SOILS ENGINEER SHALL DETERMINE WHICH SECTIONS OF THE STREET OR PARKING AREA ARE UNSTABLE. CORRECTION OF THE SUBGRADE SOILS SHALL BE COMPLETED IN ACCORDANCE WITH THE REQUIREMENTS OF THE SOILS ENGINEER.
13. TOLERANCES
- 13.1. THE BUILDING SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.30 FOOT ABOVE, OR 0.30 FOOT BELOW, THE PRESCRIBED ELEVATION AT ANY POINT WHERE MEASUREMENT IS MADE.
- 13.2. THE STREET OR PARKING AREA SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.15 FOOT ABOVE, OR 0.10 FOOT BELOW, THE PRESCRIBED

- ELEVATION OF ANY POINT WHERE MEASUREMENT IS MADE.
- 13.3. AREAS WHICH ARE TO RECEIVE TOPSOIL SHALL BE GRADED TO WITHIN 0.30 FOOT ABOVE OR BELOW THE REQUIRED ELEVATION, UNLESS DIFFERENT OTHERWISE BY THE ENGINEER.
- 13.4. TOPSOIL SHALL BE GRADED TO PLUS OR MINUS 1/2 INCH OF THE SPECIFIED THICKNESS.
14. MAINTENANCE
- 14.1. THE CONTRACTOR SHALL PROTECT NEWLY GRADED AREAS FROM TRAFFIC AND EROSION, AND KEEP AREA FREE OF TRASH AND DEBRIS.
- 14.2. CONTRACTOR SHALL REPAIR AND REESTABLISH GRADES IN SETTLED, ERODED AND RUTTED AREAS TO SPECIFIED TOLERANCES, DURING THE CONSTRUCTION IF REQUIRED, AND DURING THE WARRANTY PERIOD. ERODED AREAS WHERE TURF IS TO BE ESTABLISHED SHALL BE RESEED AND MULCHED.
- 14.3. WHERE COMPLETED COMPACTED AREAS ARE DISTURBED BY SUBSEQUENT CONSTRUCTION OPERATIONS OR ADVERSE WEATHER, CONTRACTOR SHALL SCARIFY, SURFACE, RESHAPE, AND COMPACT TO REQUIRED DENSITY PRIOR TO FURTHER CONSTRUCTION.

CITY OF ROSEVILLE GRADING NOTES:

1. THE CONTRACTOR IS REQUIRED TO PROVIDE PERMANENT STABILIZATION TO LOT 1 WITHIN 60 DAYS OF MASS GRADING COMPLETION (OR COORDINATED WITH THE CITY) IF LOT 1 CONSTRUCTION DOESN'T BEGIN. PERMANENT STABILIZATION INCLUDES 3" OF TOPSOIL AND MINOR SEED MIX (3:20 CORY PHAIRE GENERAL) AT 40 LBS PER ACRE. ALL NPDES PERMIT TEMPORARY STABILIZATION REQUIREMENTS STILL APPLY.

EROSION CONTROL NOTES:

SEE SWPPP ON SHEETS SW1.2-SW1.5

GROUNDWATER INFORMATION:

PER GEOTECHNICAL REPORT BY NORTHERN TECHNOLOGIES, INC. DATED 1-27-15 GROUNDWATER WAS OBSERVED AT ELEVATIONS RANGING FROM 880.9 - 900.8.

THE BORINGS & GROUNDWATER ARE AS FOLLOWS:

SB-2	888.4
SB-3	890.9
SB-4	880.9
SB-11	884.6

- GRADING PLAN LEGEND:**
- 891 - EX. 1" CONTOUR ELEVATION INTERVAL
 - 810 - 1.0' CONTOUR ELEVATION INTERVAL
 - 891.0 - SPOT GRADE ELEVATION (FLOW LINE UNLESS OTHERWISE NOTED)
 - 891.0 G - SPOT GRADE ELEVATION GUTTER
 - 891.0 BC - SPOT GRADE ELEVATION BACK OF CURB (TOP OF CURB)
 - 891.0 BS/TS - SPOT GRADE ELEVATION BOTTOM OF STAIRS/TOP OF STAIRS
 - 891.0 - TIP OUT (T.O.) CURB AND GUTTER WHERE APPLICABLE - TAPER GUTTERS TO DRAIN AS SHOWN
 - EXISTING AND PROPOSED DRAINAGE ARROWS

CivilSite GROUP
4401 W. 87TH ST. SUITE 200
ST. LOUIS PARK, MN 55416
612-770-7000
civilsitegroup.com
Mail Pouch 753-215-2844
Pat Server 952-250-2003

DJR ARCHITECTURE, INC.
333 Washington Ave N, Suite 210
Minneapolis, Minnesota 55401
612-770-7000

**THE CLEVELAND CLUB
2700 CLEVELAND**
2700 CLEVELAND AVENUE, ROSEVILLE, MN
JAVA CAPITAL PARTNERS 2700 CLEVELAND AVE L.L.C.
2007 W. FRANKLIN AVENUE, MINNEAPOLIS, MN

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

Matthew R. Parker
DATE: 08/17/17 LICENSE NO.: 44263

ISSUE/SUBMITTAL SUMMARY

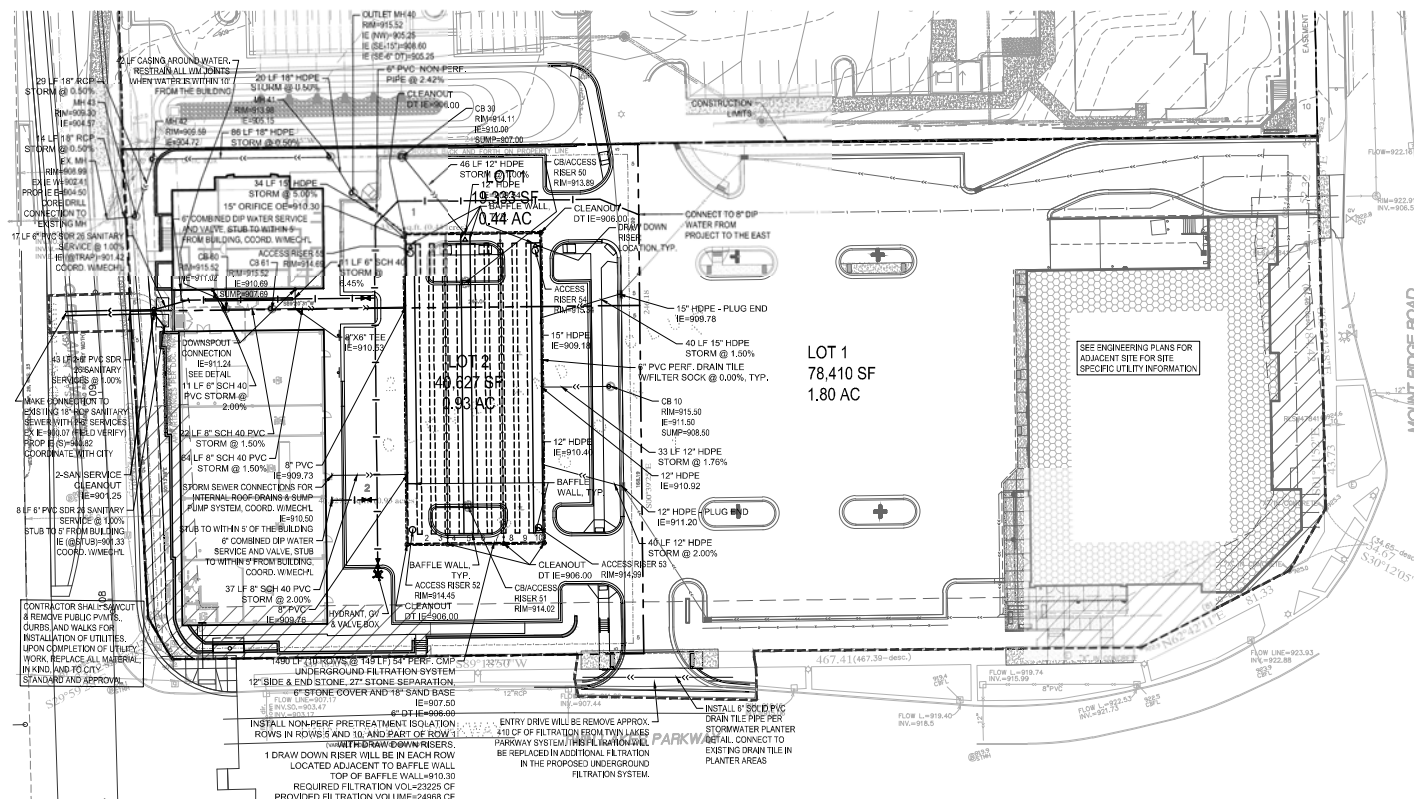
DATE	DESCRIPTION
07/25/17	PRELIMINARY PLAT SUBMITTAL
07/28/17	PRELIMINARY PLAT SUBMITTAL
07/28/17	FINAL PLAT SUBMITTAL
07/28/17	WATERSHED RESUBMITTAL
08/10/17	PERMIT SUBMITTAL
08/10/17	REVISED PERMIT SUBMITTAL
08/10/17	CONSTRUCTION DOCUMENTS
08/10/17	CONSTRUCTION DOCUMENTS
08/10/17	CONSTRUCTION DOCUMENTS
08/10/17	CONSTRUCTION DOCUMENTS
08/10/17	CONSTRUCTION DOCUMENTS

REVISION SUMMARY

DATE	DESCRIPTION
07/25/17	ADD. #1
07/28/17	ADD. #2
07/28/17	ADD. #3
07/28/17	ADD. #4
07/28/17	ADD. #5
07/28/17	ADD. #6
07/28/17	ADD. #7
07/28/17	ADD. #8
07/28/17	ADD. #9
07/28/17	ADD. #10

GRADING PLAN

C3.0



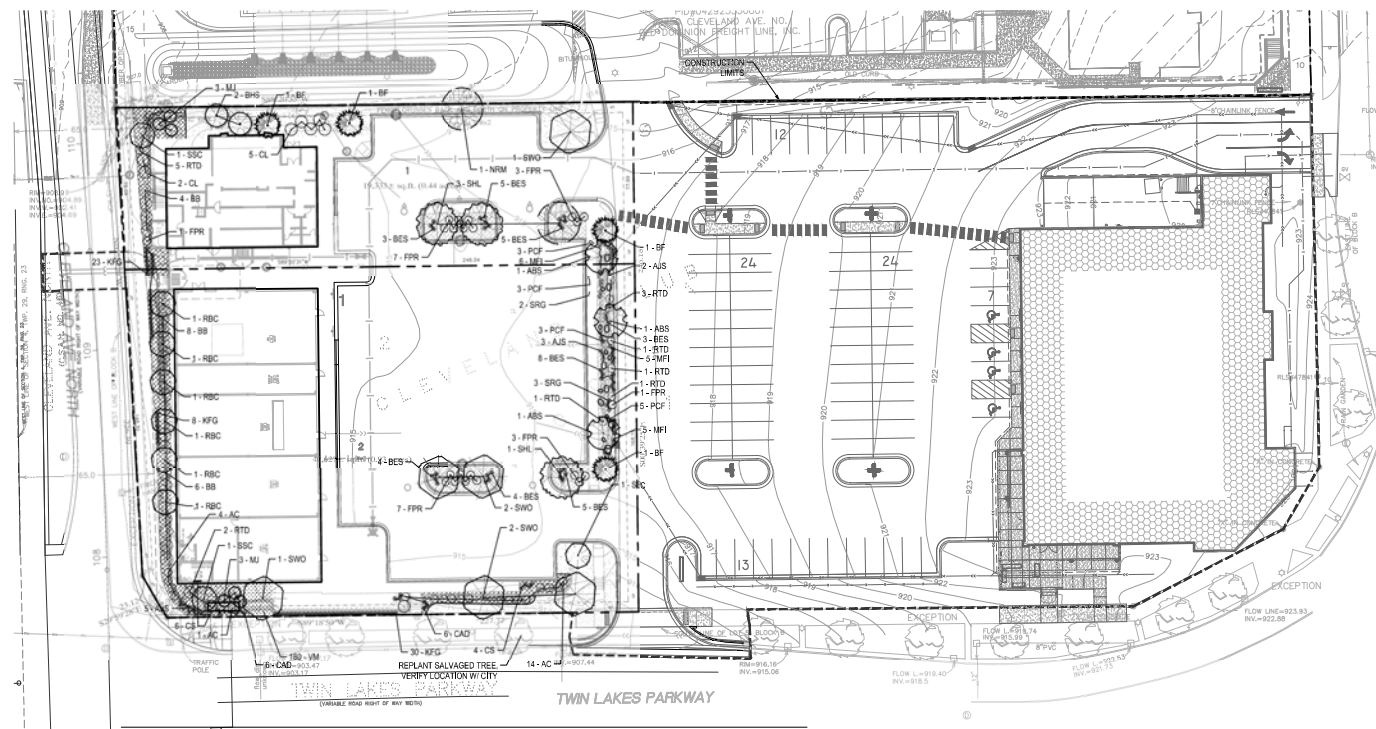
1. SEE SITE PLAN FOR HORIZONTAL DIMENSIONS AND LAYOUT.
2. CONTRACTOR SHALL FIELD VERIFY LOCATION AND ELEVATION OF EXISTING UTILITIES AND TOPOGRAPHIC FEATURES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER OF DISCREPANCIES OR VARIATIONS FROM THE PLAN.
3. ALL EXISTING UTILITY LOCATIONS SHOWN ARE APPROXIMATE. CONTRACTOR "DOGHORN STATE ONE CALL" (800) 485-5844 OR (507) 281-5844, 48 HOURS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REPAIR OR REPLACE ANY UTILITIES THAT ARE DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.
4. UTILITY INSTALLATION SHALL CONFORM TO THE CURRENT EDITION OF "STANDARD SPECIFICATIONS FOR WATER AND SEWER LINE INSTALLATION" AND "SANITARY SEWER AND STORM SEWER INSTALLATION" AS PREPARED BY THE CITY ENGINEERS ASSOCIATION OF MINNESOTA (CAEM) AND SHALL CONFORM WITH THE REQUIREMENTS OF THE CITY AND THE PROJECT SPECIFICATIONS.
5. CASTINGS SHALL BE SALVAGED FROM STRUCTURE REMOVALS AND RE-USE OR PLACED AT THE DIRECTION OF THE OWNER.
6. ALL WATER PIPE SHALL BE CLASS 52 DUCTILE IRON PIPE (CIP) UNLESS OTHERWISE NOTED.
7. ALL SANITARY SEWER SHALL BE 50R 20 POLYVINYL CHLORIDE (PVC) UNLESS OTHERWISE NOTED.
8. ALL STORM SEWER PIPE SHALL BE, BULKHEAD UNLESS OTHERWISE NOTED.
9. PIPE LENGTHS SHOWN ARE FROM CENTER TO CENTER OF STRUCTURE OR TO END OF FLARED END SECTION.
10. UTILITIES ON THE PLAN ARE SHOWN TO WITHIN Y OF THE BUILDING FOOTPRINT. THE CONTRACTOR IS ULTIMATELY RESPONSIBLE FOR THE FINAL CONNECTION TO BUILDING UTILITIES. COORDINATE WITH ARCHITECT AND MECHANICAL ENGINEER.
11. CATCH BASINS AND MANHOLES IN PAVED AREAS SHALL BE SUMPED 0.6 FEET. ALL CATCH BASINS IN GUTTERS SHALL BE SUMPED 0.15 FEET PER DETAILS. RIM ELEVATIONS SHOWN ON THIS PLAN DO NOT REFLECT SUMPED ELEVATIONS.
12. ALL FIRE HYDRANTS SHALL BE LOCATED 5 FEET BEHIND BACK OF CURB UNLESS OTHERWISE NOTED.
13. HYDRANT TYPE, VALVE, AND CONNECTION SHALL BE IN ACCORDANCE WITH CITY REQUIREMENTS. HYDRANT EXTERIOR SHALL BE RED.

1. RESERVED FOR CITY SPECIFIC UTILITY NOTES.

 MANHOLE OR CATCH BASIN
 WATER MAIN
 SANITARY SEWER
 STORM SEWER

C4.0





PLANT SCHEDULE - ENTIRE SITE

SYM	QUANT.	COMMON NAME	BOTANICAL NAME	SIZE	ROOT	COMMENTS
DECIDUOUS TREES						
SHL	10	SUNBURST HONEY LOCUST	Gleditsia tricanthos 'Suncoast'	3"	B&B	STRAT. LEADER, FULL FORM
SWO	12	SWAMP WHITE OAK	Quercus bicolor	3"	B&B	STRAT. LEADER, FULL FORM
NRM	7	NORTHWOOD RED MAPLE	Acer rubrum 'Northwood'	3"	B&B	STRAT. LEADER, FULL FORM
EVERGREEN TREES						
BF	8	BALSAM FIR	Abies balsama	8" HT.	B&B	SINGLE LEADER
BHS	11	BLACK HILLS SPRUCE	Picea glauca 'Densata'	8" HT.	B&B	SINGLE LEADER
ORNAMENTAL TREES						
SSC	6	SPRING SNOW CRABAPPLE	Malus 'Spring Snow'	1.5"	B&B	STRAT. LEADER, FULL FORM
RBC	7	RED BARON FLOWERING CRAB	Malus 'Red Baron'	1.5"	B&B	STRAT. LEADER, FULL FORM
FLM	4	FLAME ANEUR MARK'S CLUMP	Acer griseum 'Flame'	1.5"	B&B	STRAT. LEADER, FULL FORM
ABS	3	AUTUMN BRILLIANCE SERVICEBERRY	Amelanchier grandiflora 'Autumn Brilliance'	1.5"	B&B	STRAT. LEADER, FULL FORM
DECIDUOUS SHRUBS						
RTD	21	RED-TWIG DOGWOOD	Cornus bakleyi	#5	CONT.	DENSE BRANCHING
SNB	20	GOULDEN BARBERRY	Berberis pennsylvanica 'Aurea'	#5	CONT.	DENSE BRANCHING
FFR	30	PAVEMENT FOX ROSE	Rosa 'Fox Pavement'	#5	CONT.	DENSE BRANCHING
CL	14	COMMON PURPLE LILAC	Syringa vulgaris	#5	CONT.	DENSE BRANCHING
BB	26	WINGED EUONYMUS	Eunonymus alatus	#5	CONT.	DENSE BRANCHING
AC	53	ALPINE CURRANT	Ribes alpinum	#5	CONT.	DENSE BRANCHING
EVERGREEN SHRUB						
MJ	17	UPRIGHT COLORADO SPRUCE	Picea pungens 'Fastigiata'	#5	CONT.	FULL FORM
PERENNIALS, GRASSES & GROUND COVERS						
LSRS	14	LITTLE SPIRE RUSSIAN SAGE	Perovskia 'Little Spire'	#1	CONT.	
CS	19	CARADONONNA SALVIA	Salvia x sylvestris 'Caradonna'	#1	CONT.	
CAD	24	CHICAGO APACHE DAYLILY	Hemerocallis 'Chicago Apache'	#1	CONT.	
LGD	14	LITTLE GRAPESITE DAYLILY	Hemerocallis 'Little Grapesite'	#1	CONT.	
AIS	10	AUTUMN JOY SEDUM	Sedum 'Autumn Joy'	#1	CONT.	
MFI	16	MIDNIGHT PRAIRIEBLES FALSE INDIGO	Baptisia 'Midnight Prariebles'	#1	CONT.	
BES	89	GOLDSTURM CONEFLOWER	Rudbeckia hirta 'Goldsturm'	#1	CONT.	
PCF	14	FATAL ATTRACTION CONEFLOWER	Echinacea purpurea 'Fatal Attraction'	#1	CONT.	
KFG	109	KARL FOERSTER GRASS	Calamagrostis x acutiflora 'Karl Foerster'	#1	CONT.	
VM	780	RALPH SHUGERT PERIWINKLE	Vincetoxicum 'Ralph Shugart'	4-PAK	CONT.	80% IN 4 COUNT PACKS OR FULL TRAYS
SRG	33	SHENANDOAH RED SWITCH GRASS	Panicum virgatum 'Shenandoah'	#1	CONT.	

LANDSCAPE CALCULATIONS:

Linear feet of uncategorized frontage		577		
Linear feet of Urban & Flexible Frontage		1,013		
Total linear feet of site		1,591		
Approx. total site building sf		31,125		
Canopy & evergreen trees, per City of Roseville	1 tree is required per every 30 linear feet of Urban and/or Flexible Frontage	54	REQUIRED	PROVIDED
	1 canopy or evergreen tree per 50 linear feet of uncategorized site perimeter	12		
	Interior parking lot row and stands - 1 canopy or evergreen tree per island	8		
	Total	54		48
Greater of the two	6 shrubs per 1,000 square feet of gross building floor area	187		
	6 shrubs per 50 linear feet of site perimeter	191		184
Note: Additional shrubs required along parking areas fronting onto the "20' Build To Line" to achieve min. 50% opacity. See plan and plant schedule.				
Required tree type:	deciduous	min. required	max. required	
	conifer	14	41	
Ornamental tree substitution	Up to 20% of the required number of canopy or evergreen trees may be substituted with ornamental trees at a ratio of 2 ornamental trees to 1 canopy or evergreen tree			
	Max. canopy/evergreen allowed to be substituted with ornamental	13	7	PROVIDED
	Min. ornamental trees required, as a result	26	14	15 actually provided
	Min. allowable canopy/evergreen, as a result	41	47	

LANDSCAPE NOTES:

- ALL SHRUB BEDS SHALL BE MULCHED WITH 4" DEPTH OF DOUBLE SHREDDED HARDWOOD MULCH OVER WEED BARRIER. OWNERS REP SHALL APPROVE MULCH SAMPLE PRIOR TO INSTALLATION. EDGING SHALL BE METAL EDGING OR APPROVED EQUAL. EDGING AND MULCH SHALL MATCH EXISTING MATERIALS.
- PLANT MATERIALS SHALL CONFORM WITH THE AMERICAN ASSOCIATION OF NURSERYMEN STANDARDS AND SHALL BE OF HARDY STOCK, FREE FROM DISEASE, DAMAGE AND DEFORMATION. CONTRACTOR IS RESPONSIBLE FOR MAINTAINING PLUMBNESS OF PLANT MATERIAL, FOR DURING OF ACCEPTANCE PERIOD.
- UPON DISCOVERY OF A DISCREPANCY BETWEEN THE QUANTITY OF PLANTS SHOWN ON THE SCHEDULE AND THE QUANTITY SHOWN ON THE PLAN, THE PLAN SHALL GOVERN.
- CONDITION OF VEGETATION SHALL BE MONITORED BY THE LANDSCAPE ARCHITECT THROUGHOUT THE DURATION OF THE CONTRACT. LANDSCAPE MATERIALS PART OF THE CONTRACT SHALL BE WARRANTED FOR ONE (1) FULL GROWING SEASONS FROM SUBSTANTIAL COMPLETION DATE.
- ALL AREAS DISTURBED BY CONSTRUCTION ACTIVITIES SHALL RECEIVE 4" LAYER LOAM AND SOO AS SPECIFIED UNLESS OTHERWISE NOTED ON THE DRAWINGS.
- COORDINATE LOCATION OF VEGETATION WITH UNDERGROUND AND OVERHEAD UTILITIES. LIGHTING FIXTURES, DOORS AND WINDOWS. CONTRACTOR SHALL STAKE IN THE FIELD FINAL LOCATION OF TREES AND SHRUBS FOR REVIEW AND APPROVAL BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
- ALL PLANT MATERIALS SHALL BE WATERED AND MAINTAINED UNTIL ACCEPTANCE.
- REPAIR AT NO COST TO OWNER ALL DAMAGE RESULTING FROM LANDSCAPE CONTRACTORS ACTIVITIES.
- SWEEP AND MAINTAIN ALL PAVED SURFACES FREE OF DEBRIS GENERATED FROM LANDSCAPE CONTRACTORS ACTIVITIES.
- COORDINATE STREET TREE PLANTING WITH PAUL MONTGOMERY WITH CITY OF MINNEAPOLIS FORESTRY.
- CONTRACTOR TO DESIGN AND INSTALL NEW LANDSCAPE IRRIGATION. IRRIGATION SHALL INCLUDE ALL LAWN AREAS, AS WELL AS SHRUB BEDS, INCLUDING INFILTRATION AREA (RAIN GARDEN). CONTRACTOR SHALL PROVIDE A FULLY ANNOTATED DESIGN, DESIGN DETAILS, AND SHOP DRAWINGS OF NEW LAYOUTS AND ADJUSTMENTS, PRIOR TO INSTALLATION.

CITY OF ROSEVILLE LANDSCAPE NOTES:

- THE CONTRACTOR IS REQUIRED TO PROVIDE PERMANENT STABILIZATION TO LOT 1 WITHIN 60 DAYS OF MASS GRADING COMPLETION (OR COORDINATED WITH THE CITY) IF LOT 1 CONSTRUCTION DOESN'T BEGIN. PERMANENT STABILIZATION INCLUDES 3" OF TOPSOIL AND MIDDY SEED MIX 3-2-1 (DRY PRAIRIE GENERAL) AT 40 LBS PER ACRE. ALL NPDES PERMIT TEMPORARY STABILIZATION REQUIREMENTS STILL APPLY.

LEGEND:

- SHREDDED HARDWOOD MULCH (DK. BROWN), OVER FILTER FABRIC - ALL PLANTING BEDS UNLESS OTHERWISE SPECIFIED.
- 6"-8" ROCK OVER GEOTEXTILE, TYP. - ANGULAR, TAN & BUFF COLORS, SAMPLES REQUIRED
- LAWN, TYP. - SOO REQUIRED - ALL AREAS DAMAGED DUE TO CONSTRUCTION ACTIVITY SHALL BE SOO UNLESS OTHERWISE SPECIFIED.



**THE CLEVELAND CLUB
2700 CLEVELAND**
2700 CLEVELAND AVENUE, ROSEVILLE, MN
JAVA CAPITAL PARTNERS 2700 CLEVELAND AVE L.L.C.
2007 W. FRANKLIN AVENUE, MINNEAPOLIS, MN

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

Patrick J. Sarver
DATE: 4/26/21 LICENSE NO. 24854

DATE	DESCRIPTION
12/15/20	PRELIMINARY PLAT SUBMITTAL
5/20/21	PRELIMINARY PLAT SUBMITTAL
5/20/21	FINAL PLAT SUBMITTAL
7/17/21	WATERSHED RESUBMITTAL
8/13/21	WATERSHED RESUBMITTAL
10/13/21	PERMIT SUBMITTAL
3/11/22	REVISED PERMIT SUBMITTAL
4/11/22	REVISED PERMIT SUBMITTAL
4/20/22	REVISED PERMIT SUBMITTAL
4/20/22	CONSTRUCTION DOCUMENTS
6/20/22	CONSTRUCTION DOCUMENTS
7/20/22	CONSTRUCTION DOCUMENTS
4/26/21	PRELIMINARY PLAT
DATE	DESCRIPTION

LANDSCAPE PLAN

L1.0



REQUEST FOR CITY COUNCIL ACTION

Agenda Date: 05/22/17

Agenda Item: 7.i

Department Approval

Handwritten signature of Heidi E. Collins in blue ink.

City Manager Approval

Handwritten signature of Paul J. Truog in blue ink.

Item Description: Approve Final Plat for Java Capital Partners for the Property at 2038 and 2045 Twin Lakes Parkway (PF17-006).

1 BACKGROUND

2 On July 6, 2015, Java Capital Partners received approval of their two-lot final plat, referred to as the
3 Cleveland Club, and subsequently submitted a payment in lieu of park dedication in the amount of
4 \$123,298. Cleveland Club is a retail development that currently includes an Aldi and a Denny's,
5 both of which are nearing completion, and a future multi-tenant retail or office building.

6 On May 22, 2017, the City Council will consider the preliminary plat for Lot 1 and Lot 2, Cleveland
7 Club Second Addition, the purpose of which is to create a separate lot for the Denny's so that it can
8 be under separate ownership, much like the Aldi site/development.

9 STAFF REVIEW OF FINAL PLAT

10 Plat proposals are reviewed primarily for the purpose of ensuring that all proposed lots meet the
11 minimum size requirements of the zoning code, plan for adequate streets, public infrastructure are in
12 place or identified and constructed, and that storm water is addressed to prevent problems either on
13 nearby property or within the storm water system. Final plats are reviewed for consistency with the
14 preliminary plat approval. As the proposed lot is a minor change to the previously approved Lot 2,
15 Block 1, Cleveland Club Addition, it required no additional site improvements, public infrastructure,
16 or utility and drainage easements, which are standard conditions. Similarly, the property is zoned
17 Community Mixed Use-4 District, where neither the zoning nor subdivision codes establish
18 minimum requirements for area or width of lots.

19 The FINAL PLAT documentation is included with this report as Attachment A.

20 STAFF RECOMMENDATION

21 The Final Plat meets the preliminary plat design, and the project is currently under construction. The
22 Planning Division staff recommends approval of the Final Plat of Cleveland Club Second Addition.

23 SUGGESTED CITY COUNCIL ACTION

24 **Adopt a Resolution approving the Final Plat for Cleveland Club Second Addition**, based on the
25 comments and findings stated above of this report. The draft resolution can be found as Attachment
26 B.

27 ALTERNATIVE ACTIONS

28 a. Pass a motion to table the item for future action. An action to table must be tied to the need for

29 clarity, analysis, and/or information necessary to make a recommendation on the request.

30 b. Pass a motion recommending denial of the proposal. A motion to deny must include findings of

31 fact germane to the request.

Attachments: A. Final plat B. Draft resolution

CLEVELAND CLUB SECOND ADDITION

KNOW ALL PERSONS BY THESE PRESENTS: That Java Capital Partners 2700 Cleveland Ave, L. L. C., a Minnesota limited liability company, fee owner of the following described property situated in the City of Roseville, County of Ramsey, State of Minnesota:

Lot 2, Block 1, CLEVELAND CLUB, Ramsey County, Minnesota.

Has caused the same to be surveyed and platted as CLEVELAND CLUB SECOND ADDITION and does hereby dedicate or donate to the public for public use the drainage and utility easements as shown on this plat.

In witness whereof said Java Capital Partners 2700 Cleveland Ave, L. L. C., a Minnesota limited liability company, has caused these presents to be signed by its proper officers this _____ day of _____, 20____.

Signed: Java Capital Partners 2700 Cleveland Ave, L. L. C.

_____, its _____

_____, its _____

STATE OF MINNESOTA
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____ by _____ and _____, _____ of Java Capital Partners 2700 Cleveland Ave, L. L. C., a Minnesota limited liability company, on behalf of the company.

Notary Public, _____ County, Minnesota

My Commission expires _____

I, Eric R. Vickaryous, Professional Land Surveyor, do hereby certify that I have surveyed or directly supervised the survey of the property described on this plat; prepared this plat or directly supervised the preparation of this plat; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been correctly set; that all monuments indicated on this plat will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of the surveyor's certification are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 20____.

Eric R. Vickaryous, Licensed Land Surveyor
Minnesota License Number 44125

STATE OF MINNESOTA
COUNTY OF _____

The foregoing instrument was acknowledged before me this ____ day of _____, 20____, by Eric R. Vickaryous, a Professional Land Surveyor.

Notary Public, _____ County, Minnesota

My Commission expires _____

City of Roseville

We do hereby certify that on the _____ day of _____, 20____, the City Council of the City of Roseville, Minnesota, approved this plat. Also, the conditions of Minnesota Statutes Section 505.03, Subd. 2, have been fulfilled.

_____, Mayor _____, City Clerk/Administrator

Department of Property Records and Revenue

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year _____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _____, 20____.

Department of Property Records and Revenue

By _____, Deputy

County Surveyor

Pursuant to Minnesota Statutes, Section 383A.42, this plat is approved this _____ day of _____, 20____.

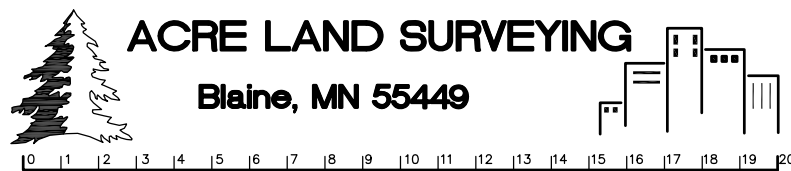
Craig W. Hinzman, L.S.
Ramsey County Surveyor

County Recorder, County of Ramsey, State of Minnesota

I hereby certify that this plat of CLEVELAND CLUB SECOND ADDITION was filed in the office of the County Recorder for public record on this _____ day of _____, 20____ at _____ o'clock____M. and was duly filed in Book _____ of Plats, Pages _____ and _____, as Document

Number _____

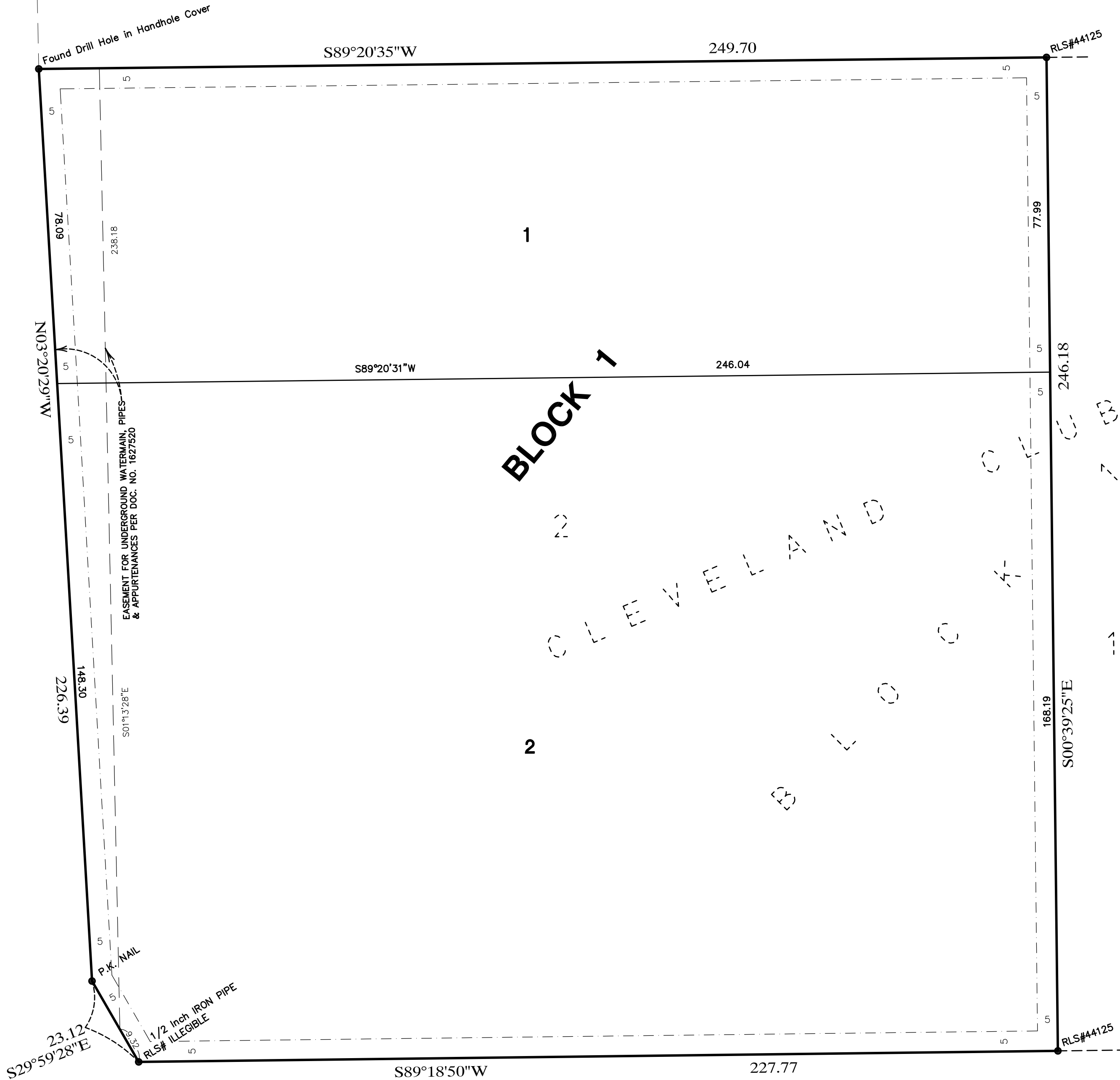
Deputy County Recorder



INTERSTATE HIGHWAY 35 W

CLEVELAND AVE. NORTH
(C.S.A.H. NO. 46)

(VARIABLE ROAD RIGHT OF WAY WIDTH)



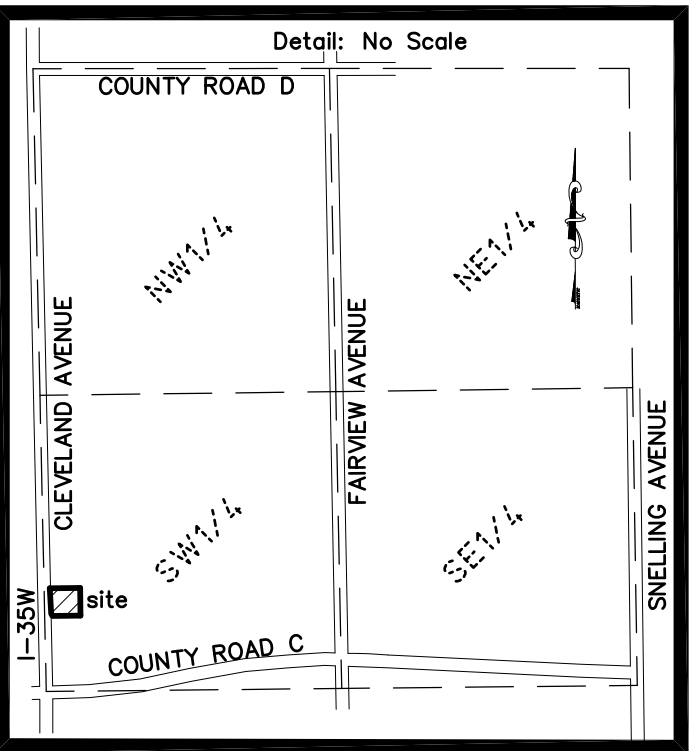
● Denotes found monument as specified

Any required interior monument location on this plat with no monument symbol shown, indicates an interior plat monument that will be set, and which shall be in place within one year after the recording of this plat and will be marked by a 1/2 inch by 14-inch iron pipe monument set and marked by License No. 44125.

The orientation of this bearing system is based on the north line of Lot 2, Block 1, CLEVELAND CLUB, which is assumed to bear N89°20'35\"/>

TWIN LAKES PARKWAY
(VARIABLE ROAD RIGHT OF WAY WIDTH)

VICINITY MAP
SECTION 4, TOWNSHIP 29, RANGE 23



RAMSEY COUNTY, MINNESOTA

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF THE CITY OF ROSEVILLE**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was held on the 22nd day of May, 2017 at 6:00 p.m.

The following Members were present:
and _____ were absent.

Council Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION NO.
A RESOLUTION APPROVING THE FINAL
PLAT OF CLEVELAND CLUB SECOND
ADDITION**

WHEREAS, JAVA Capital Partners has applied for approval of the proposed plat on property addresses at 2038 and 2045 Twin Lakes Parkway, which parcels are legally described as:

Lot 1 and Lot 2, Block 1, Cleveland Club Second Addition

And WHEREAS, the Roseville Planning Commission held the public hearing regarding the proposed preliminary plat on May 3, 2017,, and after said public hearing the Roseville Planning Commission voted to recommend approval of the proposed preliminary plat based on the comments and findings of the pertinent staff report and the input from the public; and

WHEREAS, the Roseville City Council, at its regular meeting on May 22, 2017, received the Planning Commission's recommendation and voted to approve the preliminary plat; and

WHEREAS, the final plat materials have been prepared and submitted which are consistent with the approved preliminary plat and reflect applicable conditions of preliminary plat approval;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Roseville, Minnesota, that the final plat of the subject property creating Cleveland Club Second Addition is hereby approved.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member _____ and upon a vote being taken thereon, the following voted in favor: _____ and _____ voted against.

WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) SS
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 22nd day of May, 2017 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 22nd day of May, 2017.

SEAL

Patrick Trudgeon, City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: May 22, 2017
Item No.: 7.j

Department Approval

City Manager Approval



Item Description: Appoint member to Planning Commission

BACKGROUND

The City has a vacancy on the Planning Commission for a term that expires March 31, 2018. The City advertised for applicants and received seven applications.

On May 15, the Council interviewed three applicants for the position. Because of conflicts three applicants were unable to attend the interview, and one applicant no longer lives in Roseville.

REQUESTED COUNCIL ACTION

Appoint _____ to the Planning Commission for term ending March 31, 2018.

Prepared by: Rebecca Olson, Assistant City Manager

Attachments: A: Applications
B: Council Preferences

Full Name: Nic Baker
Company: Planning

Home Address:

Roseville, MN 55113

Home:

E-mail:

E-mail Display As: Nic Baker

First Name	Nic
Last Name	Baker
Address 1	
Address 2	
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	1
Commissions	Planning
Commission preference	Planning
Commission preference	Field not completed.
This application is for	New Term
If this is a student application please list grade in school	Field not completed.

Note

There is no character limit for the fields below.

Why do you want to serve on this Commission?	I volunteer for this commission reluctantly, as I'm not sure I'm the right person for it. On the one hand, I do have community experience: I have volunteered for the city a number of times since we moved here last summer. I was previously on the board of directors of my Minneapolis Neighborhood Association for six years, two as president. Finally, I was on the board of our previous townhouse association and condo association. ON THE OTHER HAND.... I am new to Roseville and do not have a grasp of the issues facing the city. Further, I do not have any experience with city government (other than putting on a workshop for your staff last fall). I therefore don't know if I have anything to contribute to the commission at this time.
What is your view of the role of this Commission?	I understand that you are in the process of developing a long-term comprehensive plan. What that entails or other duties of the commission, I'm afraid I really don't know.
Civic and Volunteer Activities	-- Various activities for Roseville, including delivering a grant-writing workshop to your staff. -- Volunteer grant-writing for a number of small nonprofit organizations. -- Volunteer mediation. -- Security escort and representative for Planned Parenthood. -- Staff of an ACLU booth at the State Fair. -- Member of my current townhouse association's board of directors. -- Member, Citizen's Climate Lobby (In this capacity, I spoke to the council on April 24).
Work Experience	Now retired. Worked for 24 years as a proposal/grant writer in the Washington, DC area. Have been doing some work in that area since moving to MN in 2010, but mostly writing grants on a volunteer basis.
Education	-- Current student at the University of MN (non-degree, 15 hours to date) -- MSW, University of Utah, 1979 -- BS, Westminster College, 1972
Is there additional information you would like the City Council to consider regarding your application?	I am applying primarily because there seems to be a real need for residents to join the commission. Again, the key question is whether I have the potential to be a productive member of that body.

Additional Information if you become Board or Commission Member

Additional information may be emailed to info@cityofroseville.com or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 or faxed to 651-792-7020.

Minnesota Government Data Practices Act	Yes
--	-----

Minnesota Statute §13.601. subd. 3(b)	Email Address
--	---------------

Acknowledgement	Yes
-----------------	-----

Full Name: Larry Ragland
Company: Planning

Home Address:
Roseville, MN 55113

Mobile:

E-mail Display As: Larry Ragland

First Name	Larry
Last Name	Ragland
Address 1	
Address 2	Field not completed.
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	14
Commissions	Planning
Commission preference	Planning
Commission preference	Field not completed.
This application is for	New Term
If this is a student application please list grade in school	Field not completed.
Note	There is no character limit for the fields below.

Why do you want to serve on this Commission?	Roseville has been a great place for me to live and work. I have great respect for the importance of city planning and feel that Roseville has been the beneficiary of good planning. I believe in community service and I have the time and energy available to devote to Planning Commission work.
What is your view of the role of this Commission?	The Planning Commission helps establish a vision defining what it takes to be a great community and reviews development proposals to assure conformance with that vision. The vision is defined in the city's comprehensive plan. The Planning Commission works with the professional planning staff and the City Council to build the comprehensive plan. The plan defines goals for creating a city that provides places for its citizens to live and work in a welcoming and supportive environment. The plan identifies development goals for housing, commercial/industrial spaces, parks, schools, effective transportation, and other uses. The Planning Commission reviews development proposals to make sure the proposed development conforms to the goals in the comprehensive plan and adheres to the zoning code. The Planning Commission makes recommendations to the City Council which takes final action on the proposals.
Civic and Volunteer Activities	1980-1983 Planning Commission Coon Rapids, Minnesota 1981-1990 School Board, Anoka-Hennepin District #11 Chair for five years 1990-1991 Anoka Technical College Foundation Founding board member 1990-1998 Anoka-Hennepin Educational Foundation Founding board member and first President 1991-2010 USA Cup Soccer Tournament Scheduling and Scoring Chair 2007-2010 National Sports Center Foundation Board
Work Experience	1964-1965 Junior high math teacher Independence, Missouri 1965-1966 Secondary math and physics teacher Raytown, Missouri Chair of the math and physics departments 1966-1968 Apollo Space Program aerospace engineer TRW Systems, Houston, Texas Supervised generation of displays used by flight controllers during Apollo missions 1973-1977 Assistant Professor of Computer Science University of Iowa 1977-1985 Compiler Development Sperry Corporation (now Unisys) Roseville, Minnesota Manager for Pascal and Ada programming languages 1985-2007 Professor of Computer Science Augsburg College in Minneapolis Chair of Computer Science Department

Education	1963 B.S. in Ed., Mathematics, University of Central Missouri 1964 M.A., Mathematics, University of Central Missouri 1973 Ph.D., Computer Sciences, The University of Texas at Austin
Is there additional information you would like the City Council to consider regarding your application?	I know that the Planning Commission work includes a lot of reading and studying to prepare for meetings. My work experience and volunteer activities have all included large amounts of reading and preparation. I know the importance of doing ones homework and I have always come prepared. Planning Commission work also includes a lot of discussion and back-and-forth with other commissioners, staff, and the public in order to formulate and refine the recommendation which will go to the City Council. My work and volunteer activities have given me extensive experience with the teamwork required to make a good group decision. A vigorous Planning Commission is an integral component of a vibrant, forward-looking city. Roseville has become a great place to live and work through good planning. I want to participate in the continuation of this through service on the Roseville Planning Commission.
Additional Information if you become Board or Commission Member Additional information may be emailed to info@cityofroseville.com or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 or faxed to 651-792-7020.	
Minnesota Government Data Practices Act	Yes
Minnesota Statute §13.601. subd. 3(b)	Home/Cell Phone, Email Address
Acknowledgement	Yes

Full Name: Joseph Ayers-Johnson
Company: Planning

Home Address:
Roseville, MN 55113

Home:

E-mail:
E-mail Display As: Joseph Ayers-Johnson

First Name	Joseph
Last Name	Ayers-Johnson
Address 1	
Address 2	Field not completed.
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	20
Commissions	Planning, Public Works, Environment & Transportation
Commission preference	Planning
Commission preference	Field not completed.
This application is for	New Term
If this is a student application please list grade in school	Field not completed.
Note	

There is no character limit for the fields below.

Why do you want to serve on this Commission?

I am applying to the position of Planning Commission Member with the City of Roseville, my hometown. My interest in this position stems from my desire to contribute to the process of planning and developing the Twin Cities of the future, and to see Roseville become the best possible version of itself. I've had the good fortune of living in many different types of communities – urban, rural, suburban, European - but my time growing up in Roseville is always the original experience to which I compare all others. Through these experiences, I have developed a sense of what makes a healthy city, and I think Roseville does a lot of things right. I also think that we are well poised to meet the challenges of ever-changing urban systems and thrive into the future. I am energized by the potential opportunities we have in Roseville for sustainable models of development; and, ultimately, it was my return to Roseville three years ago that prompted me to return to graduate school to further my ability to influence change right here in my home. I am currently a first-year candidate for my Masters in Urban and Regional Planning and a Certificate of Metropolitan Design at the University of Minnesota, and I have been rapidly strengthening my understanding of the different systems at play in our metropolitan areas. Serving on the Planning Commission will allow me to apply what I have learned to help guide the future development of my hometown.

What is your view of the role of this Commission?

It is my understanding that the Planning Commission works in concert with the city council, and offers the council recommendations for final action on planning cases. The commission reviews development plans and policies submitted to the City of Roseville, and works to resolve any issues or conflicts that arise in that process. For example, issues may arise in response to specific plans or applications that conflict with current master plans, or in response to public input, as the commission serves as a primary point of contact for concerned citizens. In these cases, the commission reviews the plans and public comments, checks it against existing regulations and planning documents, and makes an informed decision on how to proceed.

Civic and Volunteer Activities

Xperitas Public Interest Design (PID) Initiative | May 15-June 1 2016 -- Established an ongoing partnership with the Entonet Development Forum (EDF), a locally led platform for

community strength-building in the village of Bondeni in Entonet, Kenya. -- Advanced a Public Interest Design initiative around a community social hall as part of a team of architects, landscape architects, public health professionals and community stakeholders. -- Documented the initiative and created photo and video web content for EDF to use to connect locally and internationally. Rotary International | 2009-present -- Youth Ambassador in Spain: 2009-2010 -- Organized and led 30-day backpacking pilgrimage on the Camino de Santiago spanning northern Spain east to west. Boy Scouts of America | 1998-present -- Eagle Scout -- Order of the Arrow Inductee: An elite group scouts chosen by peers based upon skill, service, and cheerfulness. -- Numerous service projects designed, led, and served.

Work Experience

Science Museum of Minnesota | St. Paul, MN Visitor Experience Associate October 2014-present ♣ Assist visitors in the use of museum resources and activities in museum public spaces. ♣ Interpret exhibits and programs as time and operational needs allow. ♣ Monitor and address visitor behavior to ensure the safest and best possible visitor experience while ensuring safety and security of museum assets. 2016 Summer Institute of Sustainability and Energy (SISE), University of Illinois at Chicago | Chicago, IL SISE Alumni August 3-August 17 2016 ♣ Selected for two-week intensive programming around sustainability and energy with a focus on the nexus of water and energy. ♣ Explored and developed innovative solutions to problems of energy and water sustainability in Chicago with an interdisciplinary team. Relevant solutions included retrofitting Big Box stores and parking lots for urban agriculture and innovating consumer relations in the recycling field. ♣ Worked with Chicago teens to help them develop a plan to affect change in their own neighborhood. ♣ Endorsed by the UIC Energy Initiative as a collaborator in energy and sustainability fields. Xperitas Public Interest Design (PID) Initiative | Entonet, Kenya Xperitas Team Member May 15-June 1 2016 ♣ Established an ongoing partnership with the Entonet Development Forum (EDF), a locally led platform for community strength-building in the village of Bondeni in Entonet, Kenya. ♣ Advanced a Public Interest Design initiative around a community social hall as part of a team of architects, landscape architects, public health professionals and community stakeholders. ♣ Documented the initiative and created photo and video web content for EDF to

use to connect locally and internationally. Conservation Corps of Minnesota and Iowa | Glenwood, MN Soil and Water Conservation District (SWCD) Apprentice May 2015-August 2015 ♣ Served the state of MN by working to conserve our natural resources in conjunction with local county SWCD. ♣ Assisted with onsite preparation and implementation of planting shoreline restorations. ♣ Organized and participated in acts of community outreach, such as judging science fairs and operating a booth at the county fair. ♣ Other projects: public water buffer inventory, rain garden maintenance, tree planting, digitizing conservation records, GIS shapefile creation, clerical services Historical Information Gatherers | Minneapolis, MN GIS Researcher November 2014-May 2015 ♣ Researched the history of designated real estate holdings, in particular for use in Phase 1 environmental site assessments. ♣ Utilized GIS skills and software to locate and georeference historical aerial photography. ♣ Navigated historical archives for relevant and correct information. ♣ Regularly submitted deliverables for sites including PDFs of historical aerals, topographic maps, and city directory pages. Top Box Foods | Chicago, IL GIS Mapping Intern September 2013-August 2014 ♣ Produced a variety of maps displaying TBF's partners within Chicago Community Area food deserts, and their relationship to Chicago area demographics. DePaul University Teaching Assistant | Chicago, IL Teacher's Assistant to GIS I/GIS II professors August 2013-June 2014 ♣ Assisted geography professors in teaching GIS I/GIS II classes. ♣ Maintained office hours, providing aid and guidance to students outside of class.

Education

University of Minnesota Humphrey School of Public Affairs | Twin Cities, MN Candidate for Master in Urban and Regional Planning; Certificate in Metropolitan Design Enrolled Fall 2016 | Expected Graduation May 2018 DePaul University | Chicago, IL Bachelor of Arts in Philosophy, May 2014 Minors: Geographic Information Systems, Spanish, Digital Cinema Honors: Graduated Summa C. Laude. Dean's Scholarship. Honors Program. Dean's List. Member of Phi Kappa Phi Honors Society and Gamma Theta Upsilon International Geographical Honors Society.

Is there additional information you would like the City Council to consider regarding your

Field not completed.

application?

Additional Information if you become Board or Commission Member
Additional information may be emailed to info@cityofroseville.com or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 or faxed to 651-792-7020.

Minnesota Government Data Practices Act	Yes
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Minnesota Statute §13.601. subd. 3(b)	Email Address
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Acknowledgement	Yes
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Full Name: Jumi Kassim
Company: Planning

Home Address:
Roseville, MN 55113

Mobile:

E-mail:
E-mail Display As: Jumi Kassim

First Name	Jumi
Last Name	Kassim
Address 1	
Address 2	Field not completed.
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	1.5
Commissions	Planning
Commission preference	Planning
Commission preference	Field not completed.
This application is for	New Term
If this is a student application please list grade in school	Field not completed.
Note	

There is no character limit for the fields below.

Why do you want to serve on this Commission?	As a resident of Roseville, I feel that it is important to be engaged in the future of our community.
What is your view of the role of this Commission?	The Planning Commission needs to make decisions today to help direct the future of the city. The Commission must balance the needs of current and future residents of a community in a fiscally responsible way. The Commission should recognize that a commitment to diversity -- be it age, race, socio-economic status, family structure, or business types -- is vital to the healthy growth of the city going forward.
Civic and Volunteer Activities	Most recently, I served as a volunteer attorney for the Executive Order Rapid Response Team that was formed in partnership with the Immigrant Law Center of Minnesota. I provided legal and other assistance at MSP Airport for families and passengers affected by the executive orders passed by the new administration. In 2014-2015, I was the phone tree chair for the Family Readiness Group of the 34th Combat Aviation Brigade. I coordinated volunteer callers to make sure that the family members of deployed soldiers were given the information that they needed about the deployment and support services available to them. I have served on the crew for the Susan G. Komen Breast Cancer 3-Day walk for 3 years, 1 year as a team captain.
Work Experience	2014-Present - Patent Attorney at Patterson Thuentel IP 2013-2014 - Law Clerk at Patterson Thuentel IP 2002-2013 - Software Engineer at Boston Scientific (Formerly Guidant) Please see my LinkedIn page for more detail: https://www.linkedin.com/in/jumi-kassim-b5453b3/
Education	Juris Doctor, William Mitchell College of Law (St. Paul, MN) - 2014 Bachelor of Engineering and Management, McMaster University (Hamilton, ON) - 2002
Is there additional information you would like the City Council to consider regarding your application?	<i>Field not completed.</i>
Additional Information if you become Board or Commission Member Additional information may be emailed to info@cityofroseville.com or delivered to	

*Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville,
MN 55113 or faxed to 651-792-7020.*

Minnesota Government Data Practices Act	Yes
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Minnesota Statute §13.601. subd. 3(b)	Home/Cell Phone
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Acknowledgement	Yes
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Full Name: Sharon Brown
Company: Planning

Home Address:
Roseville, MN 55113

Mobile:

E-mail:
E-mail Display As: Sharon Brown

First Name	Sharon
Last Name	Brown
Address 1	
Address 2	Field not completed.
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	9 years
Commissions	Planning
Commission preference	Planning
Commission preference	Parks & Recreation
This application is for	New Term
If this is a student application please list grade in school	Field not completed.
Note	

There is no character limit for the fields below.

Why do you want to serve on this Commission?	I feel Roseville can be a vibrant and thriving community. We are in the heart of the Twin Cities with so much to offer. I would like to make a difference in my community by being an active member.
--	--

What is your view of the role of this Commission?	I feel the role is to make sound plans for the future of the community. To make sure that there is fiscal responsibility in the planning and create a community where everyone is included.
---	---

Civic and Volunteer Activities	I am a Vice President for Friends of Roseville Parks. I have been active for 5 years at various functions. I am Chairman of Tapped and Uncorked Roseville's Brewfest. I am a Gavel Club award winner.
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Work Experience	I am an Interior Decorator and Stager. I have had my own business for 13 years. I currently work with 7 Realtors in the area part time to full time. I became a Realtor as of last year.
-----------------	--

Education	I have a two year Associates Degree. I also have 3.5 years of additional college at the University of Minnesota
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Is there additional information you would like the City Council to consider regarding your application?	I am committed to Roseville. I plan on being a life long resident and I would like to make a difference in my community and be a part of the bigger picture going forward.
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Additional Information if you become Board or Commission Member
Additional information may be emailed to info@cityofroseville.com or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 or faxed to 651-792-7020.

Minnesota Government Data Practices Act	Yes
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Minnesota Statute §13.601. subd. 3(b)	Home/Cell Phone, Email Address
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Acknowledgement	Yes
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Full Name: Kelli Johanson
Company: Planning

Home Address:
Roseville, MN 55113

Mobile:

E-mail:
E-mail Display As: Kelli Johanson

First Name	Kelli
Last Name	Johanson
Address 1	
Address 2	Field not completed.
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	5
Commissions	Planning
Commission preference	Planning
Commission preference	Field not completed.
This application is for	New Term
If this is a student application please list grade in school	Field not completed.
Note	There is no character limit for the fields below.

Why do you want to serve on this Commission?	I would like to be a part of the planning committee and become more involved with a community that I live and plan to stay.
What is your view of the role of this Commission?	I have never been a part of a city government, but would very much enjoy learning more about all aspects. I would love to be involved in the planning process of future city projects.
Civic and Volunteer Activities	Give Kids A Smile- volunteer dental work Park cleanup in Roseville and St. Paul
Work Experience	I'm currently a practicing Registered Dental Hygienist
Education	Degree in Dental Hygiene
Is there additional information you would like the City Council to consider regarding your application?	<i>Field not completed.</i>
Additional Information if you become Board or Commission Member Additional information may be emailed to info@cityofroseville.com or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 or faxed to 651-792-7020.	
Minnesota Government Data Practices Act	Yes
Minnesota Statute §13.601. subd. 3(b)	Home/Cell Phone
Acknowledgement	Yes

<u>Commission</u>	<u>Councilmember</u>	<u>Choice A</u>	<u>Choice B</u>
Planning 1 vac, <1 yr	<i>Etten</i>	Brown	Kassim
	<i>Laliberte</i>	Brown	Ragland
	<i>McGehee</i>	Ayers-Johnson	Brown
	<i>Willmus</i>		
	<i>Mayor Roe</i>	Brown	Kassim
	<i>Chair Murphy(ref)</i>	Brown	Kassim

Council Tally:

Ayers-Johnson	1
Baker	0
Brown	4
Johanson	0
Kassim	2
Hartmann (withdrew)	0
Raglund	1

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 5/22/2017

Item No.: 7.k

Department Approval

City Manager Approval



Item Description: Discuss Options for Recording Secretary Services for City Meetings

BACKGROUND

The City of Roseville has been using Sheila Stowell to record minutes for many years for the City Council, Planning Commission, Public Works, Environment and Transportation Commission (PWET), Ethics Commission, Community Engagement Commission and Economic Development Authority (EDA) meetings. Recently, Ms. Stowell has expressed her desire to retire. She has indicated she would continue recording minutes for City Council meetings through the end of December, 2017, but that she would like to discontinue doing the minutes for the other Commissions beginning June 1, 2017. A copy of her resignation letter is attached.

TimeSaver Offsite Secretarial Service (TOSS) has also been recording minutes for the City's Human Rights Commission, and Finance Commission for several years. They will also be preparing minutes for the newly formed Human Rights, Inclusion and Engagement Commission (HRIEC). These minutes have been prepared using the city webcast/recording.

DISCUSSION

The City Council should discuss options to provide recording services for meeting minutes. Given the short timeframe in which to find a replacement for recording services for city commissions, staff is recommending that the City Council contract with TOSS to record the minutes for the Planning Commission, PWET, and Ethics Commission beginning in June. Ms. Stowell has indicated she would continue doing the minutes for the City Council through the end of 2017.

It should be noted that TOSS would be preparing the minutes via webcast/recording for all of the meetings listed above. They have indicated to staff that they are not accepting any new clients which require attendance at a meeting. TOSS has previously prepared minutes for the City Council via webcast for the September 12, 2016 City Council meeting. Additionally, TOSS provides recording services for eighteen other metro-area cities, including City Council and Planning Commission meetings, all via webcast or audio.

Prior to the end of the year and Ms. Stowell's departure, staff plans to bring forward further discussion regarding how Council would like to handle the City Council minutes. In the fall, Council could consider an option to extend the contract with TOSS to include minutes for the City Council meetings or they could choose to prepare a Request for Proposal (RFP) for recording services. The purpose of an RFP would be to seek competitive proposals for the minute recording service. This RFP could be sent to various companies that do secretarial services and/or court reporting services.

31 **BUDGET IMPLICATIONS**

32 The current contract with TOSS has a tiered cost structure for recording services for the Finance
33 Commission and HRIEC. They charge a base rate per hour or an hourly rate plus a per page dollar
34 amount, whichever is higher. Depending on the length of meeting and number of pages of minutes, there
35 is a potential that there could be an increase in cost, however those costs are dependent upon each
36 meeting.

37 **STAFF RECOMMENDATION**

38 Staff recommendation is to contract with TimeSaver Off-Site Secretarial Services (TOSS) to provide
39 recording secretary services for the Planning Commission including, Special Planning Commission
40 Comprehensive Plan Update meetings and the Variance Board, Public Works, Environment and
41 Transportation Commission, and Ethics Commission beginning June 1, 2017 through the end of 2017.

42 **REQUESTED COUNCIL ACTION**

43 Authorize the City Manager to enter into a contract with TimeSaver Off-site Secretarial Services
44 (TOSS) to provide recording secretary services for the Planning Commission, Special Planning
45 Commission Comprehensive Plan Update, and Variance Board, Public Works, Environment and
46 Transportation Commission, and Ethics Commission beginning June 1, 2017 through the end of 2017.

47

Prepared by: **Rebecca Olson, Assistant City Manager**
Attachments: A: Resignation Letter from Ms. Stowell

Sheila Stowell



May 15, 2017

Patrick Trudgeon, City Manager
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

Dear Pat:

Re: Resignation / Retirement as Recording Secretary

While we've been verbally discussing this over a number of weeks, please accept this as written confirmation of my interest in retiring as Recording Secretary for the City of Roseville. After 30 years of involvement in some form with municipal government, its time to expand my horizons! It has truly been a pleasure working with and for you, city staff and various City Councils over the years, as well as it serving as an ongoing learning process.

As we've negotiated, my plans are to cease attending / transcribing commission meeting minutes as of **June 1, 2017** unless I hear otherwise from you. This will include the regular Planning Commission, Special Planning Commission Comprehensive Plan Update, and Variance Board; and the Public Works, Environment and Transportation Commission.

As we discussed on April 24th and at your further discretion, I will commit to fulfilling the remainder of 2017 by attending and transcribing City Council meetings (regular and special), and including Economic Development Authority and Board of Appeals and Adjustments as applicable through **December 31, 2017**.

I look forward to following the City of Roseville's continued growth and area leadership even in retirement, but can honestly say I'm also looking forward to not documenting it!

If you have any questions or need additional information, feel free to contact me. Thank you for your consideration and friendships over the years. My best wishes to you and your staff!

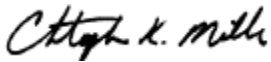
Sincerely,
(facsimile)
Sheila Stowell
Recording Secretary

REQUEST FOR COUNCIL ACTION

Date: 5/22/2017

Item No.: 9.a

Department Approval



City Manager Approval



Item Description: Approve Payments

BACKGROUND

State Statute requires the City Council to approve all payment of claims. The following summary of claims has been submitted to the City for payment.

Check Series #	Amount
ACH Payments	\$638,433.66
85464-85614	\$655,484.77
Total	\$1,293,918.13

A detailed report of the claims is attached. City Staff has reviewed the claims and considers them to be appropriate for the goods and services received.

POLICY OBJECTIVE

Under Mn State Statute, all claims are required to be paid within 35 days of receipt.

FINANCIAL IMPACTS

All expenditures listed above have been funded by the current budget, from donated monies, or from cash reserves.

STAFF RECOMMENDATION

Staff recommends approval of all payment of claims.

REQUESTED COUNCIL ACTION

Motion to approve the payment of claims as submitted

Prepared by: Chris Miller, Finance Director

Attachments: A: Checks for Approval

Accounts Payable

Checks for Approval

User: mary.jenson
 Printed: 5/16/2017 - 11:47 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
85570	05/16/2017	Boulevard Landscaping	Operating Supplies	MIDC Enterprises	Adapters, Valves	44.34
85592	05/16/2017	Boulevard Landscaping	Operating Supplies	Rivard Companies	Premium Hardwood	922.50
85513	05/09/2017	Boulevard Landscaping	Operating Supplies	Treecology, Inc.	Fugicide Spray	763.00
85606	05/16/2017	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	Lawn Service	648.90
Operating Supplies Total:						2,378.74
Fund Total:						2,378.74
85544	05/16/2017	Building Improvements	Other Improvements	Goodmanson Construction, Inc.	REMOVE AND REPLACE CONCR	19,443.89
Other Improvements Total:						19,443.89
Fund Total:						19,443.89
85516	05/09/2017	Central Svcs Equip Revolving	Rental - Copier Machines	US Bank Equipment Finance	Copy Machines Rental	2,722.09
Rental - Copier Machines Total:						2,722.09
85563	05/16/2017	Central Svcs Equip Revolving	Rental - Office Machines	Marco Technologies, LLC	Copier Lease	2,964.22
Rental - Office Machines Total:						2,964.22
Fund Total:						5,686.31
0	05/09/2017	Charitable Gambling	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Federal Incc	7.37

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Federal Income Tax Total:						7.37
0	05/09/2017	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	7.01
0	05/09/2017	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	1.65
FICA Employee Ded. Total:						8.66
0	05/09/2017	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	1.65
0	05/09/2017	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	7.01
FICA Employers Share Total:						8.66
0	05/09/2017	Charitable Gambling	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2017 Post Emplo	1.05
MN State Retirement Total:						1.05
0	05/09/2017	Charitable Gambling	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2017 Pera Empl	6.79
PERA Employee Ded Total:						6.79
0	05/09/2017	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera Empl	6.79
0	05/09/2017	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera additio	1.05
PERA Employer Share Total:						7.84
0	05/09/2017	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2017 State Incom	3.91
State Income Tax Total:						3.91
Fund Total:						44.28
85492	05/09/2017	Community Development	Building Surcharge	Mn Dept of Labor & Industry	Building Permit Surcharges-April 201	3,143.21
Building Surcharge Total:						3,143.21
0	05/04/2017	Community Development	Credit Card Fees	US Bank-Non Bank	Accela Web Porthole	112.99
0	05/04/2017	Community Development	Credit Card Fees	US Bank-Non Bank	Terminal Charges	1,289.82
0	05/04/2017	Community Development	Credit Card Fees	US Bank-Non Bank	Terminal Charges	112.99

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Credit Card Fees Total:	1,515.80
85493	05/09/2017	Community Development	Deposits	My Home Source	Construction Deposit Refund	800.00
					Deposits Total:	800.00
0	05/16/2017	Community Development	Electrical Inspections	Tokle Inspections, Inc.	Electrical Inspections-April 2017	3,516.80
					Electrical Inspections Total:	3,516.80
0	05/09/2017	Community Development	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Federal Incc	4,203.01
					Federal Income Tax Total:	4,203.01
0	05/09/2017	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	499.16
0	05/09/2017	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	2,134.35
					FICA Employee Ded. Total:	2,633.51
0	05/09/2017	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	2,134.35
0	05/09/2017	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	499.16
					FICA Employers Share Total:	2,633.51
85483	05/09/2017	Community Development	HRA Employer	ING ReliaStar	PR Batch 00001.05.2017 HRA Empl	538.82
					HRA Employer Total:	538.82
85499	05/09/2017	Community Development	HSA Employee	Premier Bank	PR Batch 00001.05.2017 HSA Empl	387.73
					HSA Employee Total:	387.73
85499	05/09/2017	Community Development	HSA Employer	Premier Bank	PR Batch 00001.05.2017 HSA Empl	532.54
					HSA Employer Total:	532.54
0	05/09/2017	Community Development	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.05.2017 ICMA Defe	2,015.55
					ICMA Def Comp Total:	2,015.55

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
85492	05/09/2017	Community Development	Miscellaneous Revenue	Mn Dept of Labor & Industry	Building Permit Surcharges-April 201	-62.63
					Miscellaneous Revenue Total:	-62.63
0	05/09/2017	Community Development	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2017 Post Emplo	353.73
					MN State Retirement Total:	353.73
0	05/09/2017	Community Development	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.05.2017 MNDCP De	472.94
					MNDCP Def Comp Total:	472.94
0	05/09/2017	Community Development	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	2,299.12
					PERA Employee Ded Total:	2,299.12
0	05/09/2017	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera additio	353.73
0	05/09/2017	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	2,299.12
					PERA Employer Share Total:	2,652.85
0	05/09/2017	Community Development	Printing	Rapit Printing	Property Maintenance Guidelines	1,212.34
					Printing Total:	1,212.34
0	05/11/2017	Community Development	Professional Services	FormSite.com-CC	Monthly Charge	49.95
85486	05/09/2017	Community Development	Professional Services	Kimley-Horn & Associates, Inc.	Subdivision Code Update	7,000.00
0	05/09/2017	Community Development	Professional Services	Bryan Lloyd	Mileage Reimbursement	55.91
0	05/09/2017	Community Development	Professional Services	Bryan Lloyd	Comp. Plan Community Engagement	46.21
0	05/09/2017	Community Development	Professional Services	WSB & Associates, Inc.	2040 Comprehensive Plan	6,420.00
					Professional Services Total:	13,572.07
0	05/09/2017	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2017 State Incom	1,640.53
					State Income Tax Total:	1,640.53
85511	05/09/2017	Community Development	Telephone	T Mobile	Cell Phones Acct: 876644423	117.90
					Telephone Total:	117.90

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Fund Total:						44,179.33
85588	05/16/2017	Contracted Engineering Svcs	Deposits	Ramsey Companies	Escrow Return-2666 Lexington Ave N	3,000.00
85588	05/16/2017	Contracted Engineering Svcs	Deposits	Ramsey Companies	Escrow Return-2656 Lexington Ave N	3,000.00
Deposits Total:						6,000.00
0	05/09/2017	Contracted Engineering Svcs	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Federal Incc	634.59
Federal Income Tax Total:						634.59
0	05/09/2017	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	372.90
0	05/09/2017	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare Ei	87.21
FICA Employee Ded. Total:						460.11
0	05/09/2017	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	372.90
0	05/09/2017	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare Ei	87.21
FICA Employers Share Total:						460.11
85499	05/09/2017	Contracted Engineering Svcs	HSA Employee	Premier Bank	PR Batch 00001.05.2017 HSA Empl	119.63
HSA Employee Total:						119.63
85499	05/09/2017	Contracted Engineering Svcs	HSA Employer	Premier Bank	PR Batch 00001.05.2017 HSA Emplo	366.69
HSA Employer Total:						366.69
0	05/09/2017	Contracted Engineering Svcs	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2017 Post Emplo	61.18
MN State Retirement Total:						61.18
0	05/09/2017	Contracted Engineering Svcs	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.05.2017 MNDCP De	99.89
MNDCP Def Comp Total:						99.89
0	05/09/2017	Contracted Engineering Svcs	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	397.70

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
PERA Employee Ded Total:						397.70
0	05/09/2017	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera additio	61.18
0	05/09/2017	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	397.70
PERA Employer Share Total:						458.88
0	05/09/2017	Contracted Engineering Svcs	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2017 State Incom	283.58
State Income Tax Total:						283.58
Fund Total:						9,342.36
0	05/16/2017	East Metro SWAT	Operating Supplies	Streicher's	SWAT Supplies	2,215.49
Operating Supplies Total:						2,215.49
Fund Total:						2,215.49
85556	05/16/2017	EDA Operating Fund (HRA)	Attorney Fees	Kennedy & Graven, Chartered	196 S. McCarrons Blvd Legal Service	1,871.00
Attorney Fees Total:						1,871.00
85508	05/09/2017	EDA Operating Fund (HRA)	Office Supplies	Sheila Stowell	Economic Development Meeting Min	212.50
85508	05/09/2017	EDA Operating Fund (HRA)	Office Supplies	Sheila Stowell	Mileage Reimbursement	9.30
Office Supplies Total:						221.80
85543	05/16/2017	EDA Operating Fund (HRA)	Professional Services	Golden Shovel Agency	Economic Gateway Project Initiation	10,000.00
Professional Services Total:						10,000.00
Fund Total:						12,092.80
0	05/09/2017	Fire Vehicles Revolving	Fire Department Vehicles	Advanced Graphix, Inc.	Custom Vehicle Updates	1,900.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Fire Department Vehicles Total:						1,900.00
0	05/09/2017	Fire Vehicles Revolving	Minor Equipment	Jefferson Fire & Safety, Inc.	Thermal Imaging Camera Kit	3,830.96
Minor Equipment Total:						3,830.96
Fund Total:						5,730.96
0	05/04/2017	General Fund	209000 - Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	30.36
209000 - Sales Tax Payable Total:						30.36
0	05/16/2017	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	125.44
0	05/09/2017	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	355.83
0	05/09/2017	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	30.60
0	05/16/2017	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	66.58
211402 - Flex Spending Health Total:						578.45
0	05/16/2017	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	306.00
0	05/16/2017	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	172.00
0	05/09/2017	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	253.23
211403 - Flex Spend Day Care Total:						731.23
85509	05/09/2017	General Fund	Business Licenses	Lamar Stringer	Massage License Refund	400.00
Business Licenses Total:						400.00
0	05/16/2017	General Fund	Career Development Training	Jeff Domagala	Tuition Reimbursement	1,455.84
Career Development Training Total:						1,455.84
85522	05/16/2017	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	49.95
85523	05/16/2017	General Fund	Clothing	Avenue Shirt Works	Uniform Supplies	72.84
85523	05/16/2017	General Fund	Clothing	Avenue Shirt Works	Uniform Supplies	48.89
85523	05/16/2017	General Fund	Clothing	Avenue Shirt Works	Uniform Supplies	101.74
85523	05/16/2017	General Fund	Clothing	Avenue Shirt Works	Uniform Supplies	33.90
85471	05/09/2017	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	33.88

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
85534	05/16/2017	General Fund	Clothing	Corporate Mark, Inc.	Uniform Supplies	119.00
0	05/16/2017	General Fund	Clothing	Josh Dix	Safety Work Boots Reimbursement	199.99
85555	05/16/2017	General Fund	Clothing	Keeps Inc	Uniform Supplies	363.93
85555	05/16/2017	General Fund	Clothing	Keeps Inc	Credit	-46.99
Clothing Total:						977.13
0	05/11/2017	General Fund	Conferences	IPMA-CC	Conference Registration-Bacon	345.00
Conferences Total:						345.00
0	05/16/2017	General Fund	Contract Maint - Vehicles	Mister Car Wash	Vehicle Washes	63.00
Contract Maint - Vehicles Total:						63.00
85542	05/16/2017	General Fund	Contract Maint. - City Hall	G & K Services	Mats	80.40
85566	05/16/2017	General Fund	Contract Maint. - City Hall	McDonough's Waterjetting & Drain	Commercial Guzzling	417.75
85567	05/16/2017	General Fund	Contract Maint. - City Hall	McGough Facility Management, LI	Facility Management	576.25
85592	05/16/2017	General Fund	Contract Maint. - City Hall	Rivard Companies	Premium Hardwood	922.50
85594	05/16/2017	General Fund	Contract Maint. - City Hall	Sandstrom Land Management, LLC	Campus Fertilizer & Weed Control	380.00
Contract Maint. - City Hall Total:						2,376.90
85542	05/16/2017	General Fund	Contract Maint. - City Garage	G & K Services	Mats	80.40
85566	05/16/2017	General Fund	Contract Maint. - City Garage	McDonough's Waterjetting & Drain	Commercial Guzzling	417.75
0	05/11/2017	General Fund	Contract Maint. - City Garage	Nitti Sanitation-CC	Regular Service	339.66
Contract Maint. - City Garage Total:						837.81
85532	05/16/2017	General Fund	Contract Maint. H.V.A.C.	CL Bensen Company, Inc.	Filters	345.72
0	05/16/2017	General Fund	Contract Maint. H.V.A.C.	Goodin Corp.	Bearings	227.56
0	05/16/2017	General Fund	Contract Maint. H.V.A.C.	Yale Mechanical, LLC	HVAC Service	882.29
0	05/16/2017	General Fund	Contract Maint. H.V.A.C.	Yale Mechanical, LLC	HVAC Service	1,134.25
Contract Maint. H.V.A.C. Total:						2,589.82
0	05/16/2017	General Fund	Contract Maint.- Old City Hall	Adam's Pest Control Inc	Exterior Barrier Treatment	79.00
Contract Maint.- Old City Hall Total:						79.00
85465	05/09/2017	General Fund	Contract Maintenance	Aladtec, Inc.	Online Employee Scheduling System	2,873.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/16/2017	General Fund	Contract Maintenance	City of St. Paul	Radio Maintenance	748.25
85476	05/09/2017	General Fund	Contract Maintenance	Emergency Response Solutions, LL	SCBA Flow Test Face Piece	3,075.00
85566	05/16/2017	General Fund	Contract Maintenance	McDonough's Waterjetting & Drain	Commercial Guzzling	417.75
0	05/16/2017	General Fund	Contract Maintenance	Mister Car Wash	Vehicle Washes	12.60
0	05/11/2017	General Fund	Contract Maintenance	Nitti Sanitation-CC	Regular Service	100.98
85589	05/16/2017	General Fund	Contract Maintenance	Ramsey County	Fleet Support Fee	368.16
85500	05/09/2017	General Fund	Contract Maintenance	Ramsey County	Fleet Support Fee	265.20
85609	05/16/2017	General Fund	Contract Maintenance	Verizon Wireless	Cell Phones	420.12
85517	05/09/2017	General Fund	Contract Maintenance	Verizon Wireless	Cell Phones	309.56
Contract Maintenance Total:						8,590.62
0	05/04/2017	General Fund	Credit Card Fees	US Bank-Non Bank	Terminal Charges	125.09
Credit Card Fees Total:						125.09
85589	05/16/2017	General Fund	Dispatching Services	Ramsey County	911 Dispatch Services	5,685.98
85589	05/16/2017	General Fund	Dispatching Services	Ramsey County	911 Dispatch Services	29,120.70
Dispatching Services Total:						34,806.68
85498	05/09/2017	General Fund	Emeral Ash Borer	Precision Landscape & Tree,Inc	Tree Removal	5,897.00
Emeral Ash Borer Total:						5,897.00
0	05/09/2017	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Federal Incc	38,323.41
Federal Income Tax Total:						38,323.41
0	05/09/2017	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.05.2017 FICA Empl	2.88
0	05/09/2017	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.05.2017 Medicare E	0.67
0	05/09/2017	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	7,042.74
0	05/09/2017	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.05.2017 FICA Empl	-0.58
0	05/09/2017	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	4,665.50
FICA Employee Ded. Total:						11,711.21
0	05/09/2017	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	7,042.74
0	05/09/2017	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.05.2017 FICA Empl	2.88
0	05/09/2017	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.05.2017 Medicare E	0.67
0	05/09/2017	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.05.2017 FICA Empl	-0.58
0	05/09/2017	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	4,665.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
FICA Employers Share Total:						11,711.21
85491	05/09/2017	General Fund	Financial Support	MN Child Support Payment Cntr	Remittance ID: 0015005038	354.43
Financial Support Total:						354.43
85539	05/16/2017	General Fund	Fire Permits - Existing Const	Escape Fire Protection	Fire Permit Refund-102 Larpeuteur A	93.00
Fire Permits - Existing Const Total:						93.00
85483	05/09/2017	General Fund	HRA Employer	ING ReliaStar	PR Batch 00001.05.2017 HRA Emplc	4,054.26
HRA Employer Total:						4,054.26
85499	05/09/2017	General Fund	HSA Employee	Premier Bank	PR Batch 00001.05.2017 HSA Emplc	3,255.17
HSA Employee Total:						3,255.17
85499	05/09/2017	General Fund	HSA Employer	Premier Bank	PR Batch 00001.05.2017 HSA Emplo	8,639.68
85499	05/09/2017	General Fund	HSA Employer	Premier Bank	PR Batch 00001.05.2017 HSA Emplo	-170.00
HSA Employer Total:						8,469.68
0	05/09/2017	General Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.05.2017 ICMA Defe	2,017.18
ICMA Def Comp Total:						2,017.18
85545	05/16/2017	General Fund	Memberships & Subscriptions	Government Finance Officers Assoc	GFOA Membership Dues-Miller, Sch	250.00
Memberships & Subscriptions Total:						250.00
0	05/11/2017	General Fund	Miscellaneous	Cub Foods- CC	Asst. City Manager Interview Supplie	7.98
0	05/11/2017	General Fund	Miscellaneous	Cub Foods- CC	Imagine Roseville Supplies	7.98
0	05/16/2017	General Fund	Miscellaneous	Carolyn Curti	Essay Contest Reception Supplies Re	96.52
0	05/11/2017	General Fund	Miscellaneous	Lucky 13-CC	Lunch Meeting w/CD Director Collin	33.24
0	05/11/2017	General Fund	Miscellaneous	Lucky 13-CC	Lunch Meeting w/Asst. City Manager	38.53
0	05/11/2017	General Fund	Miscellaneous	Olive Garden-CC	Assistant City Manager Interview Su	161.22
0	05/11/2017	General Fund	Miscellaneous	Tavern Grill-CC	Lunch Meeting w/Mayor Roe-Trudge	20.32
0	05/11/2017	General Fund	Miscellaneous	Tavern Grill-CC	Lunch Meeting w/Councilmember Wi	20.35

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Miscellaneous Total:						386.14
0	05/09/2017	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2017 Post Emplo	3,273.86
MN State Retirement Total:						3,273.86
0	05/09/2017	General Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.05.2017 MNDCP De	9,316.01
MNDCP Def Comp Total:						9,316.01
0	05/09/2017	General Fund	Motor Fuel	Mansfield Oil Company	Fuel-Credit	-7,718.77
0	05/09/2017	General Fund	Motor Fuel	Mansfield Oil Company	Fuel	7,639.62
0	05/09/2017	General Fund	Motor Fuel	Mansfield Oil Company	Fuel	8,737.70
0	05/04/2017	General Fund	Motor Fuel	MN Dept of Revenue-Non Bank	Fuel Tax	184.11
Motor Fuel Total:						8,842.66
85531	05/16/2017	General Fund	Non Business - Pawn Fees	City of Minneapolis Receivables	Pawn Transaction Fees	1,419.30
Non Business - Pawn Fees Total:						1,419.30
85576	05/16/2017	General Fund	Office Supplies	National Awards & Fine Gifts	Badges, Engraving	18.70
0	05/11/2017	General Fund	Office Supplies	Office Depot- CC	Office Supplies	85.91
Office Supplies Total:						104.61
0	05/11/2017	General Fund	Operating Supplies	Amazon.com- CC	Radio, Cleaning Supplies	169.83
0	05/11/2017	General Fund	Operating Supplies	Amazon.com- CC	Batteries	26.76
0	05/11/2017	General Fund	Operating Supplies	Amazon.com- CC	Inadvertant Personal Purchase-Repaic	230.88
0	05/11/2017	General Fund	Operating Supplies	Amazon.com- CC	Crime Scene Camera Supplies	31.38
0	05/11/2017	General Fund	Operating Supplies	Book Mobile-CC	Administrative Supplies	13.40
85470	05/09/2017	General Fund	Operating Supplies	CES Imaging	Printer Supplies	14.08
0	05/09/2017	General Fund	Operating Supplies	City of St. Paul	Paper	425.50
0	05/11/2017	General Fund	Operating Supplies	Costco-CC	Kitchen Supplies	205.72
0	05/16/2017	General Fund	Operating Supplies	Thomas Gray	K9 Supplies Reimbursement	69.96
85555	05/16/2017	General Fund	Operating Supplies	Keeps Inc	Uniform Supplies	79.99
0	05/16/2017	General Fund	Operating Supplies	Rick Mathwig	Panel Supplies	9.45
85495	05/09/2017	General Fund	Operating Supplies	Northwest Lasers and Instruments,	White Paint	252.00
85587	05/16/2017	General Fund	Operating Supplies	Precise MRM, LLC	Pooled Data, NAF Software	511.12
85500	05/09/2017	General Fund	Operating Supplies	Ramsey County	Fleet Support Fee	56.16
85590	05/16/2017	General Fund	Operating Supplies	RCM Equipment Company, LLC	Emulsion	676.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
85501	05/09/2017	General Fund	Operating Supplies	RCM Specialties, Inc.	Emulsion	735.68
85596	05/16/2017	General Fund	Operating Supplies	Schwaab Inc	Ink Pads	21.00
0	05/09/2017	General Fund	Operating Supplies	T. A. Schifsky & Sons, Inc.	Aggregate Mixes	389.53
0	05/11/2017	General Fund	Operating Supplies	UPS Store- CC	Shipping Charges	10.34
0	05/11/2017	General Fund	Operating Supplies	Walgreens-CC	Display Boards	74.94
0	05/11/2017	General Fund	Operating Supplies	Walmart-CC	Display Boards	20.32
85612	05/16/2017	General Fund	Operating Supplies	Warning Lites of MN, Inc.	Traffic Cones, Signs	552.26
Operating Supplies Total:						4,576.80
0	05/11/2017	General Fund	Operating Supplies City Garage	Amazon.com- CC	Battery Clip	40.78
0	05/11/2017	General Fund	Operating Supplies City Garage	AutoZone-CC	Bulb	11.24
0	05/11/2017	General Fund	Operating Supplies City Garage	Menards-CC	Tie Bags	17.88
0	05/11/2017	General Fund	Operating Supplies City Garage	Menards-CC	Paint Supplies, Ladders	74.41
0	05/11/2017	General Fund	Operating Supplies City Garage	O'Reilly Automotive- CC	Vehicle Supplies	35.30
0	05/11/2017	General Fund	Operating Supplies City Garage	Suburban Ace Hardware-CC	Paint Supplies, Ladder	13.98
0	05/11/2017	General Fund	Operating Supplies City Garage	Suburban Ace Hardware-CC	Sandpaper	22.45
85605	05/16/2017	General Fund	Operating Supplies City Garage	Trio Supply Company	Restroom Supplies	31.27
85610	05/16/2017	General Fund	Operating Supplies City Garage	Viking Electric Supply, Inc.	Electrical Supplies	212.40
Operating Supplies City Garage Total:						459.71
0	05/09/2017	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	30,520.60
PERA Employee Ded Total:						30,520.60
0	05/09/2017	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera additio	1,068.96
0	05/09/2017	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	42,306.62
PERA Employer Share Total:						43,375.58
85555	05/16/2017	General Fund	Police Reserve Program	Keeps Inc	Taser Holster	54.99
85608	05/16/2017	General Fund	Police Reserve Program	Uniforms Unlimited, Inc.	Uniform Supplies	187.37
Police Reserve Program Total:						242.36
0	05/04/2017	General Fund	Postage	Pitney Bowes - Non Bank	April Postage	3,000.00
0	05/11/2017	General Fund	Postage	USPS-CC	Postage Stamps	98.00
Postage Total:						3,098.00
0	05/09/2017	General Fund	Printing	Greenhaven Printing	Personnel Action Forms	320.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/09/2017	General Fund	Printing	Greenhaven Printing	Envelopes	328.00
Printing Total:						648.00
85521	05/16/2017	General Fund	Professional Services	Aol	Search Warrant-Legal File: SW-PDT	120.00
85524	05/16/2017	General Fund	Professional Services	BerganKDV	Audit Interum Billing	5,000.00
0	05/16/2017	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn I	General Civil Matters	16,485.00
0	05/16/2017	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn I	Grievance Service	85.00
0	05/16/2017	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn I	Grievance Service	85.00
0	05/09/2017	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn I	Prosecution Service	13,032.00
85550	05/16/2017	General Fund	Professional Services	Heller Architects, Inc.	Architecture Services	296.00
85551	05/16/2017	General Fund	Professional Services	Hildi, Inc	Actuarial Valuation Under GASB 45	870.00
85557	05/16/2017	General Fund	Professional Services	Kodet Architectural Group Ltd.	Architectural Services	4,083.25
85559	05/16/2017	General Fund	Professional Services	LexisNexis Risk Solutions	Minimum Commitment Balance	50.00
85569	05/16/2017	General Fund	Professional Services	Metropolitan Courier Corp.	Courier Service	718.00
85571	05/16/2017	General Fund	Professional Services	MidwestOne Bank	Research	183.75
85508	05/09/2017	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	343.75
85508	05/09/2017	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	9.30
85512	05/09/2017	General Fund	Professional Services	Time Saver Off Site Secretarial, Inc	Finance Commission Meeting Minute	207.00
85602	05/16/2017	General Fund	Professional Services	Trans Union, LLC	Credit, Employment Report	5.55
85602	05/16/2017	General Fund	Professional Services	Trans Union, LLC	Credit, Employment Report	5.55
85603	05/16/2017	General Fund	Professional Services	TransUnion Risk and Alternative	People Searches-Acct: 212095	112.70
0	05/11/2017	General Fund	Professional Services	UPS Store- CC	Shipping Charges	77.20
Professional Services Total:						41,769.05
0	05/09/2017	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2017 State Incom	14,781.26
State Income Tax Total:						14,781.26
85478	05/09/2017	General Fund	Street Patching	Gene's Water & Sewer	Street Patching Fee Refund	650.00
Street Patching Total:						650.00
0	05/11/2017	General Fund	Telephone	Sprint- CC	Cell Phones	26.27
85511	05/09/2017	General Fund	Telephone	T Mobile	Cell Phones Acct: 771707201	39.99
85511	05/09/2017	General Fund	Telephone	T Mobile	Cell Phones Acct: 771707201	39.99
85511	05/09/2017	General Fund	Telephone	T Mobile	Cell Phones Acct: 876644423	136.57
85511	05/09/2017	General Fund	Telephone	T Mobile	Cell Phones Acct: 876644423	186.34
85511	05/09/2017	General Fund	Telephone	T Mobile	Cell Phones Acct: 876644423	13.30
85511	05/09/2017	General Fund	Telephone	T Mobile	Cell Phones Acct: 876644423	68.66
85609	05/16/2017	General Fund	Telephone	Verizon Wireless	Cell Phones	866.56

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
85609	05/16/2017	General Fund	Telephone	Verizon Wireless	Cell Phones	102.62
85609	05/16/2017	General Fund	Telephone	Verizon Wireless	Cell Phones	86.32
85609	05/16/2017	General Fund	Telephone	Verizon Wireless	Cell Phones	750.92
85609	05/16/2017	General Fund	Telephone	Verizon Wireless	Cell Phones	-90.60
85609	05/16/2017	General Fund	Telephone	Verizon Wireless	Cell Phones	-10.29
85609	05/16/2017	General Fund	Telephone	Verizon Wireless	Cell Phones	156.79
Telephone Total:						2,373.44
0	05/11/2017	General Fund	Training	Atom-CC	Annual Tactical Training Conference	125.00
0	05/11/2017	General Fund	Training	BCA-CC	Criminal Justice Training-Rosand	375.00
85527	05/16/2017	General Fund	Training	Calibre Press, Inc.	Street Survival Seminar	627.00
0	05/11/2017	General Fund	Training	Caribou Coffee- CC	Training Supplies	33.91
0	05/11/2017	General Fund	Training	Culvers-CC	Training Supplies	49.44
0	05/11/2017	General Fund	Training	EventBrite-CC	Forensic Accounting Seminar-Kim	50.00
0	05/11/2017	General Fund	Training	FBI/Leeda-CC	Leadership Training	650.00
0	05/11/2017	General Fund	Training	Firefighter Licensing-CC	Licensing	2,400.00
0	05/11/2017	General Fund	Training	Holiday-CC	Training Supplies	13.10
0	05/11/2017	General Fund	Training	IAPE-CC	Training Registration	300.00
85554	05/16/2017	General Fund	Training	Information Policy Analysis	Law Enforcement Data Workshop	225.00
85554	05/16/2017	General Fund	Training	Information Policy Analysis	Law Enforcement Data Workshop	225.00
0	05/11/2017	General Fund	Training	Jimmy John's Sandwiches- CC	Training Supplies	12.23
85572	05/16/2017	General Fund	Training	Mn CIT Officers Association	Patrol Training	7,500.00
0	05/11/2017	General Fund	Training	National Registry-CC	EMT Training	15.00
0	05/11/2017	General Fund	Training	National Registry-CC	EMT Training	15.00
0	05/11/2017	General Fund	Training	National Registry-CC	EMT Training	15.00
0	05/11/2017	General Fund	Training	Optics Planet-CC	Tactical Supplies	52.95
0	05/11/2017	General Fund	Training	Raising Canes-CC	Training Supplies	12.45
0	05/11/2017	General Fund	Training	SOTA-CC	Special Ops Training Conference	120.00
0	05/11/2017	General Fund	Training	Subway-CC	Training Supplies	13.90
0	05/11/2017	General Fund	Training	Tavern Grill-CC	Training Supplies	87.67
Training Total:						12,917.65
0	05/16/2017	General Fund	Tuition Reimbursement	Mark Ganley	Tuition Reimbursement	1,371.00
Tuition Reimbursement Total:						1,371.00
0	05/09/2017	General Fund	Union Dues Deduction	LELS	PR Batch 00001.05.2017 Lels Union	1,960.00
85488	05/09/2017	General Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.05.2017 IOUE Union	257.86
0	05/09/2017	General Fund	Union Dues Deduction	MN Teamsters #320	PR Batch 00001.05.2017 Local 320 U	486.24
0	05/09/2017	General Fund	Union Dues Deduction	Roseville Firefighters Local 5051	PR Batch 00001.05.2017 IAFF Union	780.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Union Dues Deduction Total:						3,484.10
0	05/16/2017	General Fund	Utilities - Old City Hall	Xcel Energy	Fire Station #2	1,488.51
Utilities - Old City Hall Total:						1,488.51
85466	05/09/2017	General Fund	Vehicle Supplies & Maintenance	Astleford International Trucks	Vehicle Supplies	46.64
85467	05/09/2017	General Fund	Vehicle Supplies & Maintenance	Batteries Plus Bulbs	Batteries	12.60
85530	05/16/2017	General Fund	Vehicle Supplies & Maintenance	Cintas Corporation #470	Uniform Cleaning	33.88
0	05/16/2017	General Fund	Vehicle Supplies & Maintenance	Factory Motor Parts, Co.	Vehicle Supplies	82.76
0	05/09/2017	General Fund	Vehicle Supplies & Maintenance	Factory Motor Parts, Co.	Vehicle Supplies	39.84
0	05/09/2017	General Fund	Vehicle Supplies & Maintenance	Factory Motor Parts, Co.	Vehicle Supplies	408.63
0	05/09/2017	General Fund	Vehicle Supplies & Maintenance	Factory Motor Parts, Co.	Vehicle Supplies	114.44
0	05/16/2017	General Fund	Vehicle Supplies & Maintenance	FleetPride Truck & Trailer Parts	Vehicle Supplies	516.34
0	05/16/2017	General Fund	Vehicle Supplies & Maintenance	FleetPride Truck & Trailer Parts	Vehicle Supplies	102.30
0	05/16/2017	General Fund	Vehicle Supplies & Maintenance	Grainger Inc	Boot Brush	26.29
0	05/16/2017	General Fund	Vehicle Supplies & Maintenance	Grainger Inc	Extension Cord	17.41
0	05/11/2017	General Fund	Vehicle Supplies & Maintenance	Harbor Freight Tools-CC	Vehicle Supplies	32.13
85487	05/09/2017	General Fund	Vehicle Supplies & Maintenance	Krain Creek Fabrication, Inc.	Manual Crank With Lock	164.26
85558	05/16/2017	General Fund	Vehicle Supplies & Maintenance	Lacal Equipment Inc	Hex Roller Bearings	326.80
0	05/16/2017	General Fund	Vehicle Supplies & Maintenance	Larson Companies	Vehicle Supplies	222.35
0	05/16/2017	General Fund	Vehicle Supplies & Maintenance	Larson Companies	Vehicle Supplies	8.00
85560	05/16/2017	General Fund	Vehicle Supplies & Maintenance	Liberty Tire Services, LLC	Vehicle Supplies	160.90
0	05/11/2017	General Fund	Vehicle Supplies & Maintenance	Mac Tools-CC	Vehicle Supplies	207.04
85564	05/16/2017	General Fund	Vehicle Supplies & Maintenance	Matheson Tri-Gas, Inc	Acetylene	114.75
0	05/16/2017	General Fund	Vehicle Supplies & Maintenance	McMaster-Carr Supply Co	Keyed Cam Lock	25.84
0	05/09/2017	General Fund	Vehicle Supplies & Maintenance	McMaster-Carr Supply Co	Garden Hose	20.88
0	05/09/2017	General Fund	Vehicle Supplies & Maintenance	McMaster-Carr Supply Co	Batteries, Steel Cases	60.74
0	05/11/2017	General Fund	Vehicle Supplies & Maintenance	Mobile Distributor-CC	Squad Supplies	119.96
85586	05/16/2017	General Fund	Vehicle Supplies & Maintenance	Powerplan BF	Vehicle Supplies	362.30
85586	05/16/2017	General Fund	Vehicle Supplies & Maintenance	Powerplan BF	Vehicle Supplies	414.34
85591	05/16/2017	General Fund	Vehicle Supplies & Maintenance	Regions Hospital	Medical Supplies	660.98
85502	05/09/2017	General Fund	Vehicle Supplies & Maintenance	Regions Hospital	Medical Supplies	115.84
85504	05/09/2017	General Fund	Vehicle Supplies & Maintenance	Roseville Chrysler Jeep Dodge	Vehicle Supplies	229.00
85600	05/16/2017	General Fund	Vehicle Supplies & Maintenance	Suburban Tire Wholesale, Inc.	Vehicle Supplies-Credit	-125.27
85600	05/16/2017	General Fund	Vehicle Supplies & Maintenance	Suburban Tire Wholesale, Inc.	Vehicle Supplies	1,793.04
85600	05/16/2017	General Fund	Vehicle Supplies & Maintenance	Suburban Tire Wholesale, Inc.	Vehicle Supplies	1,132.20
85510	05/09/2017	General Fund	Vehicle Supplies & Maintenance	Suburban Tire Wholesale, Inc.	Tires	490.92
85510	05/09/2017	General Fund	Vehicle Supplies & Maintenance	Suburban Tire Wholesale, Inc.	Tires	528.00
85614	05/16/2017	General Fund	Vehicle Supplies & Maintenance	Zahl Petroleum Maintenance Co	Card Data Reset	174.75

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Vehicle Supplies & Maintenance Total:						8,640.88
0	05/11/2017	General Fund	Volunteer Recognition	Hands On Twin Cities-CC	Volunteer Recognition Supplies	52.00
Volunteer Recognition Total:						52.00
Fund Total:						333,915.00
0	05/11/2017	General Fund Donations	Explorers - Supplies	Mn Law Enforcement-CC	Annual Explorer Conference Registra	1,800.00
Explorers - Supplies Total:						1,800.00
Fund Total:						1,800.00
0	05/11/2017	Golf Course	Contract Maintenance	Nitti Sanitation-CC	Regular Service	79.56
85497	05/09/2017	Golf Course	Contract Maintenance	On Site Sanitation, Inc.	Restroom Rentals	50.00
Contract Maintenance Total:						129.56
0	05/04/2017	Golf Course	Credit Card Fees	US Bank-Non Bank	Terminal Charges	191.53
Credit Card Fees Total:						191.53
0	05/09/2017	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Federal Incc	654.00
Federal Income Tax Total:						654.00
0	05/09/2017	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	412.78
0	05/09/2017	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	96.54
FICA Employee Ded. Total:						509.32
0	05/09/2017	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	412.78
0	05/09/2017	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	96.54
FICA Employers Share Total:						509.32

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
85483	05/09/2017	Golf Course	HRA Employer	ING ReliaStar	PR Batch 00001.05.2017 HRA Emplc	69.48
					HRA Employer Total:	69.48
85499	05/09/2017	Golf Course	HSA Employer	Premier Bank	PR Batch 00001.05.2017 HSA Emplo	198.86
					HSA Employer Total:	198.86
0	05/11/2017	Golf Course	Memberships & Subscriptions	Sam's Club-CC	Membership Dues	90.00
					Memberships & Subscriptions Total:	90.00
0	05/16/2017	Golf Course	Merchandise For Sale	Hornungs Pro Golf Sales, Inc.	Golf Items for Resale	61.78
0	05/09/2017	Golf Course	Merchandise For Sale	Hornungs Pro Golf Sales, Inc.	Golf Items for Resale	575.53
0	05/11/2017	Golf Course	Merchandise For Sale	Sam's Club-CC	Concession Supplies	435.47
					Merchandise For Sale Total:	1,072.78
0	05/09/2017	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2017 Post Emplo	54.05
					MN State Retirement Total:	54.05
0	05/09/2017	Golf Course	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.05.2017 MNDCP De	49.72
					MNDCP Def Comp Total:	49.72
85528	05/16/2017	Golf Course	Operating Supplies	Central Power Distributors Inc	Toothed Blade	206.52
0	05/16/2017	Golf Course	Operating Supplies	MTI Distributing, Inc.	Switch-Ball	39.20
0	05/11/2017	Golf Course	Operating Supplies	Sam's Club-CC	Concession Supplies	83.65
0	05/11/2017	Golf Course	Operating Supplies	Suburban Ace Hardware-CC	Paint Supplies	39.28
					Operating Supplies Total:	368.65
0	05/09/2017	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	351.34
					PERA Employee Ded Total:	351.34
0	05/09/2017	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	351.34
0	05/09/2017	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera additio	54.05

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
PERA Employer Share Total:						405.39
0	05/09/2017	Golf Course	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2017 State Incom	303.41
State Income Tax Total:						303.41
0	05/04/2017	Golf Course	State Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	847.58
State Sales Tax Payable Total:						847.58
85511	05/09/2017	Golf Course	Telephone	T Mobile	Cell Phones Acct: 876644423	26.60
Telephone Total:						26.60
85528	05/16/2017	Golf Course	Use Tax Payable	Central Power Distributors Inc	Sales/Use Tax	-13.29
85528	05/16/2017	Golf Course	Use Tax Payable	Central Power Distributors Inc	Sales/Use Tax	-1.26
0	05/04/2017	Golf Course	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	84.87
Use Tax Payable Total:						70.32
85528	05/16/2017	Golf Course	Vehicle Supplies & Maintenance	Central Power Distributors Inc	Ignition Coil	19.49
Vehicle Supplies & Maintenance Total:						19.49
Fund Total:						5,921.40
85518	05/11/2017	Housing Rep Program/Single Fam	196 So. McCarrons Prof. Servic	Better Futures Minnesota	Deconstruction-196 S. McCarrons Bl	6,000.00
196 So. McCarrons Prof. Servic Total:						6,000.00
0	05/16/2017	Housing Rep Program/Single Fam	Utilities	Xcel Energy	196 McCarrons Blvd S	36.49
Utilities Total:						36.49
Fund Total:						6,036.49
85519	05/16/2017	HRA Property Abatement Program	Payments to Contractors	1-800 Got Junk?	Junk Removal-2096 Fry Street	598.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Payments to Contractors Total:						598.00
Fund Total:						598.00
0	05/11/2017	Information Technology	Computer/Software Replacement	Amazon.com- CC	Data Cartridges	3,264.18
Computer/Software Replacement Total:						3,264.18
0	05/11/2017	Information Technology	Contract Maintenance	Microsoft-CC	Online Services	334.66
0	05/11/2017	Information Technology	Contract Maintenance	Network Solutions- CC	Northstpaul.net Registration	184.95
0	05/11/2017	Information Technology	Contract Maintenance	Network Solutions- CC	Private Registration	3.98
Contract Maintenance Total:						523.59
0	05/09/2017	Information Technology	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Federal Incc	5,495.84
Federal Income Tax Total:						5,495.84
0	05/09/2017	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	2,898.06
0	05/09/2017	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	677.74
FICA Employee Ded. Total:						3,575.80
0	05/09/2017	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	2,898.06
0	05/09/2017	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	677.74
FICA Employers Share Total:						3,575.80
85483	05/09/2017	Information Technology	HRA Employer	ING ReliaStar	PR Batch 00001.05.2017 HRA Empl	761.71
HRA Employer Total:						761.71
85499	05/09/2017	Information Technology	HSA Employee	Premier Bank	PR Batch 00001.05.2017 HSA Empl	567.32
HSA Employee Total:						567.32
85499	05/09/2017	Information Technology	HSA Employer	Premier Bank	PR Batch 00001.05.2017 HSA Emplo	1,240.91

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
HSA Employer Total:						1,240.91
0	05/09/2017	Information Technology	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.05.2017 ICMA Defe	224.96
ICMA Def Comp Total:						224.96
0	05/09/2017	Information Technology	Internet	Cologix, Inc	Fiber Cross Connect	500.00
Internet Total:						500.00
85474	05/09/2017	Information Technology	Minor Equipment	Dell Marketing, L.P.	Computer Supplies	565.00
85482	05/09/2017	Information Technology	Minor Equipment	HP INC.	Computer Supplies	1,209.62
0	05/11/2017	Information Technology	Minor Equipment	Newegg.Com-CC	Cisco Wireless Access Point	2,700.00
Minor Equipment Total:						4,474.62
0	05/09/2017	Information Technology	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2017 Post Emplo	477.14
MN State Retirement Total:						477.14
0	05/09/2017	Information Technology	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	3,101.49
PERA Employee Ded Total:						3,101.49
0	05/09/2017	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	3,101.49
0	05/09/2017	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera additio	477.14
PERA Employer Share Total:						3,578.63
0	05/09/2017	Information Technology	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2017 State Incom	2,042.41
State Income Tax Total:						2,042.41
85511	05/09/2017	Information Technology	Telephone	T Mobile	Cell Phones Acct: 876644423	57.51
Telephone Total:						57.51
85599	05/16/2017	Information Technology	Training	StormWind, LLC	8 - STORMWIND ULTIMATE ACCI	15,920.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Training Total:						15,920.00
Fund Total:						49,381.91
85469	05/09/2017	IP Telephony System	PSTN-PRI Access/DID Allocation	CenturyLink Communications	Telephone	29.24
85529	05/16/2017	IP Telephony System	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	100.89
85484	05/09/2017	IP Telephony System	PSTN-PRI Access/DID Allocation	Integra	Telephone	3,413.55
PSTN-PRI Access/DID Allocation Total:						3,543.68
Fund Total:						3,543.68
85526	05/16/2017	License Center	Contract Maintenance	Brite-Way Window Cleaning Sv	License Center Window Cleaning	29.00
Contract Maintenance Total:						29.00
0	05/09/2017	License Center	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Federal Incc	3,540.67
Federal Income Tax Total:						3,540.67
0	05/09/2017	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	2,262.77
0	05/09/2017	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	529.18
FICA Employee Ded. Total:						2,791.95
0	05/09/2017	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	2,262.77
0	05/09/2017	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	529.18
FICA Employers Share Total:						2,791.95
85483	05/09/2017	License Center	HRA Employer	ING ReliaStar	PR Batch 00001.05.2017 HRA Empl	619.22
HRA Employer Total:						619.22
85499	05/09/2017	License Center	HSA Employee	Premier Bank	PR Batch 00001.05.2017 HSA Empl	259.32

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					HSA Employee Total:	259.32
85499	05/09/2017	License Center	HSA Employer	Premier Bank	PR Batch 00001.05.2017 HSA Emplo	668.20
					HSA Employer Total:	668.20
0	05/09/2017	License Center	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2017 Post Emplo	369.88
					MN State Retirement Total:	369.88
0	05/09/2017	License Center	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.05.2017 MNDCP De	1,800.76
					MNDCP Def Comp Total:	1,800.76
0	05/11/2017	License Center	Office Supplies	Pakor-CC	Passport Supplies	634.85
0	05/11/2017	License Center	Office Supplies	Suburban Ace Hardware-CC	Office Supplies	3.20
0	05/11/2017	License Center	Office Supplies	Target- CC	Office Supplies	28.61
0	05/11/2017	License Center	Office Supplies	Uline-CC	Office Supplies	105.41
					Office Supplies Total:	772.07
0	05/09/2017	License Center	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	2,255.84
					PERA Employee Ded Total:	2,255.84
0	05/09/2017	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera additio	347.06
0	05/09/2017	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	2,255.84
					PERA Employer Share Total:	2,602.90
0	05/11/2017	License Center	Postage	USPS-CC	Postage	718.20
					Postage Total:	718.20
85542	05/16/2017	License Center	Professional Services	G & K Services	Mats	23.60
85542	05/16/2017	License Center	Professional Services	G & K Services	Mats	23.60
0	05/16/2017	License Center	Professional Services	Quicksilver Express Courier	Courier Service	188.80
					Professional Services Total:	236.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/16/2017	License Center	Rental	Gaughan Properties	License Center Rent-June 2017	5,315.93
					Rental Total:	5,315.93
0	05/04/2017	License Center	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	1,414.27
					Sales Tax Payable Total:	1,414.27
0	05/09/2017	License Center	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2017 State Incom	1,500.09
					State Income Tax Total:	1,500.09
0	05/16/2017	License Center	Utilities	Xcel Energy	License Center	428.26
					Utilities Total:	428.26
					Fund Total:	28,114.51
85577	05/16/2017	Municipal Community Band	Operating Supplies	Barbara Nelson	Spring Concert Flowers Reimburseme	54.16
					Operating Supplies Total:	54.16
					Fund Total:	54.16
0	05/09/2017	Municipal Jazz Band	Professional Services	Glen Newton	Big Band Director-April	250.00
					Professional Services Total:	250.00
					Fund Total:	250.00
85523	05/16/2017	P & R Contract Maintenance	Clothing	Avenue Shirt Works	Uniform Supplies	174.92
85523	05/16/2017	P & R Contract Maintenance	Clothing	Avenue Shirt Works	Uniform Supplies	73.82
85523	05/16/2017	P & R Contract Maintenance	Clothing	Avenue Shirt Works	Uniform Supplies	30.00
85523	05/16/2017	P & R Contract Maintenance	Clothing	Avenue Shirt Works	Uniform Supplies	36.00
85530	05/16/2017	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	1.78
85530	05/16/2017	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	33.88
85530	05/16/2017	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	1.78

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Clothing Total:	352.18
0	05/11/2017	P & R Contract Maintenance	Contract Maintenance	Nitti Sanitation-CC	Regular Service	602.14
					Contract Maintenance Total:	602.14
0	05/09/2017	P & R Contract Maintenance	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Federal Incc	2,584.97
					Federal Income Tax Total:	2,584.97
0	05/09/2017	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	1,399.45
0	05/09/2017	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	327.28
					FICA Employee Ded. Total:	1,726.73
0	05/09/2017	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	1,399.45
0	05/09/2017	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	327.28
					FICA Employers Share Total:	1,726.73
85483	05/09/2017	P & R Contract Maintenance	HRA Employer	ING ReliaStar	PR Batch 00001.05.2017 HRA Empl	367.97
					HRA Employer Total:	367.97
85499	05/09/2017	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00001.05.2017 HSA Empl	247.10
					HSA Employee Total:	247.10
85499	05/09/2017	P & R Contract Maintenance	HSA Employer	Premier Bank	PR Batch 00001.05.2017 HSA Emplo	1,100.95
					HSA Employer Total:	1,100.95
0	05/09/2017	P & R Contract Maintenance	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2017 Post Emplo	223.23
					MN State Retirement Total:	223.23
0	05/09/2017	P & R Contract Maintenance	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.05.2017 MNDCP De	605.00
					MNDCP Def Comp Total:	605.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/11/2017	P & R Contract Maintenance	Operating Supplies	Airgas-CC	Welding Supplies	51.89
0	05/11/2017	P & R Contract Maintenance	Operating Supplies	Bachman's-CC	Arboretum Supplies	45.96
0	05/16/2017	P & R Contract Maintenance	Operating Supplies	Certified Laboratories, Inc.	Grenadier Plus, Wipe Out, Sting-X Pr	787.64
85535	05/16/2017	P & R Contract Maintenance	Operating Supplies	Costa Farm	Arboretum Supplies	783.00
85541	05/16/2017	P & R Contract Maintenance	Operating Supplies	Fra-Dor Inc.	Black Dirt	64.00
0	05/11/2017	P & R Contract Maintenance	Operating Supplies	Home Depot- CC	Picnic Tables	49.00
85489	05/09/2017	P & R Contract Maintenance	Operating Supplies	LTG Power Equipment	Arboretum Supplies	549.00
85565	05/16/2017	P & R Contract Maintenance	Operating Supplies	McClellan Sales Inc.	Gloves	136.80
0	05/11/2017	P & R Contract Maintenance	Operating Supplies	Menards-CC	Picnic Tables	331.13
85570	05/16/2017	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	PVC Pipe	44.27
0	05/11/2017	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Tennis Nets, Playground Supplies	111.92
0	05/11/2017	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	No Receipt-Schlosser	23.98
0	05/11/2017	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	No Receipt-Tschida	87.79
0	05/11/2017	P & R Contract Maintenance	Operating Supplies	Twin City Saw-CC	Safety Helmets, Blade Sharpening	204.96
Operating Supplies Total:						3,271.34
0	05/09/2017	P & R Contract Maintenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	1,451.14
PERA Employee Ded Total:						1,451.14
0	05/09/2017	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera additio	223.23
0	05/09/2017	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	1,451.14
PERA Employer Share Total:						1,674.37
0	05/09/2017	P & R Contract Maintenance	Professional Services	Jeff's S.O.S. Drain & Sewer Cleanir	Optic Inspection & Broken Line Loca	330.00
85585	05/16/2017	P & R Contract Maintenance	Professional Services	Pollinate Minnesota	January Event Speaker	240.00
Professional Services Total:						570.00
0	05/09/2017	P & R Contract Maintenance	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2017 State Incom	1,033.98
State Income Tax Total:						1,033.98
0	05/11/2017	P & R Contract Maintenance	Telephone	Sprint- CC	Cell Phones	24.02
85511	05/09/2017	P & R Contract Maintenance	Telephone	T Mobile	Cell Phones Acct: 876644423	36.92
Telephone Total:						60.94
85488	05/09/2017	P & R Contract Maintenance	Union Dues Deduction	Local Union 49	PR Batch 00001.05.2017 IOUE Unioi	269.89

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Union Dues Deduction Total:						269.89
0	05/16/2017	P & R Contract Maintenance	Utilities	Xcel Energy	P&R	339.05
0	05/16/2017	P & R Contract Maintenance	Utilities	Xcel Energy	P&R	4,325.51
Utilities Total:						4,664.56
Fund Total:						22,533.22
85481	05/09/2017	Park Renewal 2011	Other Improvements	Hoffman Weber Construction, Inc.	Building Windows Down Payment	8,300.00
Other Improvements Total:						8,300.00
Fund Total:						8,300.00
0	05/16/2017	Pathway Maintenance Fund	Operating Supplies	Aggregate Industries-MWR, Inc.	Road Base	1,489.04
0	05/09/2017	Pathway Maintenance Fund	Operating Supplies	Ramy Turf Products	Seed	720.50
Operating Supplies Total:						2,209.54
Fund Total:						2,209.54
0	05/16/2017	Police - DWI Enforcement	Professional Services	Erickson, Bell, Beckman & Quinn I	Squad DVD Copying	2,083.33
0	05/16/2017	Police - DWI Enforcement	Professional Services	Erickson, Bell, Beckman & Quinn I	Vehicle Forfeiture	577.50
Professional Services Total:						2,660.83
Fund Total:						2,660.83
85609	05/16/2017	Police Forfeiture Fund	Professional Services	Verizon Wireless	Cell Phones	70.02
85609	05/16/2017	Police Forfeiture Fund	Professional Services	Verizon Wireless	Cell Phones	70.02
Professional Services Total:						140.04

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Fund Total:	140.04
0	05/11/2017	Police Vehicle Revolving	Vehicle Supplies & Maintenance	Tactical -CC	SWAT Supplies	224.90
					Vehicle Supplies & Maintenance Total:	224.90
0	05/16/2017	Police Vehicle Revolving	Vehicles & Equipment	Advanced Graphix, Inc.	Squad Graphics	2,690.00
					Vehicles & Equipment Total:	2,690.00
					Fund Total:	2,914.90
85607	05/16/2017	Public Works Vehicle Revolving	Public Works Vehicles	Turfmaker Corp.	TURFMAKER 550 HYDROSEEDER	30,436.00
					Public Works Vehicles Total:	30,436.00
					Fund Total:	30,436.00
85525	05/16/2017	Recreation Fund	Advertising	Bolger Inc.	May/June City News	750.00
					Advertising Total:	750.00
0	05/11/2017	Recreation Fund	Contract Maintenance	Nitti Sanitation-CC	Regular Service	247.86
					Contract Maintenance Total:	247.86
0	05/09/2017	Recreation Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Federal Inc	5,226.67
					Federal Income Tax Total:	5,226.67
85604	05/16/2017	Recreation Fund	Fee Program Revenue	Maria Trinidad Gavilan	Key Deposit Refund	25.00
					Fee Program Revenue Total:	25.00
0	05/09/2017	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	875.52
0	05/09/2017	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	3,743.56

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					FICA Employee Ded. Total:	4,619.08
0	05/09/2017	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	3,743.56
0	05/09/2017	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	875.52
					FICA Employers Share Total:	4,619.08
85483	05/09/2017	Recreation Fund	HRA Employer	ING ReliaStar	PR Batch 00001.05.2017 HRA Empl	1,574.25
					HRA Employer Total:	1,574.25
85499	05/09/2017	Recreation Fund	HSA Employee	Premier Bank	PR Batch 00001.05.2017 HSA Empl	259.76
					HSA Employee Total:	259.76
85499	05/09/2017	Recreation Fund	HSA Employer	Premier Bank	PR Batch 00001.05.2017 HSA Empl	685.18
					HSA Employer Total:	685.18
0	05/09/2017	Recreation Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.05.2017 ICMA Defe	549.82
					ICMA Def Comp Total:	549.82
0	05/09/2017	Recreation Fund	Memberships & Subscriptions	Mood Media, Inc.	Skating Center Music	173.97
					Memberships & Subscriptions Total:	173.97
0	05/11/2017	Recreation Fund	Miscellaneous	Walmart-CC	Fraud	641.90
					Miscellaneous Total:	641.90
0	05/09/2017	Recreation Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2017 Post Emplo	431.15
					MN State Retirement Total:	431.15
0	05/09/2017	Recreation Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.05.2017 MNDCP De	1,298.46
					MNDCP Def Comp Total:	1,298.46
0	05/11/2017	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	102.80

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/11/2017	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	172.65
0	05/11/2017	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	25.70
Office Supplies Total:						301.15
0	05/11/2017	Recreation Fund	Operating Supplies	American Meadows-CC	Seed Packets	9.95
0	05/11/2017	Recreation Fund	Operating Supplies	Cardinal Corner-CC	Bird Houses	149.90
0	05/11/2017	Recreation Fund	Operating Supplies	Costume Gallery-CC	Ice Show Costume	74.00
0	05/11/2017	Recreation Fund	Operating Supplies	Cub Foods- CC	Camp Supplies	41.26
0	05/09/2017	Recreation Fund	Operating Supplies	Grainger Inc	Fluorescent Lamps	81.36
85546	05/16/2017	Recreation Fund	Operating Supplies	Groth Music	Big Band Supplies	548.99
85480	05/09/2017	Recreation Fund	Operating Supplies	Hillyard, Inc.-Minneapolis	Casters, Clamps	69.79
85552	05/16/2017	Recreation Fund	Operating Supplies	Impression Signs and Graphics, Co	Run for the Roses Yard Signs	155.00
0	05/11/2017	Recreation Fund	Operating Supplies	Jimmy John's Sandwiches- CC	Staff Training/Interview Supplies	28.57
0	05/11/2017	Recreation Fund	Operating Supplies	Joann-CC	Beads	12.37
0	05/11/2017	Recreation Fund	Operating Supplies	Michaels-CC	Camp Supplies	62.88
0	05/11/2017	Recreation Fund	Operating Supplies	Office Depot- CC	Office Supplies	26.77
0	05/11/2017	Recreation Fund	Operating Supplies	PetSmart-CC	Animal Supplies	21.40
0	05/11/2017	Recreation Fund	Operating Supplies	Restaurant Depot- CC	Concession Supplies	134.02
0	05/11/2017	Recreation Fund	Operating Supplies	Staples-CC	Office Supplies	109.34
0	05/11/2017	Recreation Fund	Operating Supplies	Suburban Ace Hardware-CC	Snowblower Supplies	14.26
0	05/11/2017	Recreation Fund	Operating Supplies	Target- CC	Camp Supplies	151.74
0	05/11/2017	Recreation Fund	Operating Supplies	Target- CC	Concession Water	3.59
0	05/11/2017	Recreation Fund	Operating Supplies	Ticket Printing.com-CC	Ice Show Tickets	191.61
85515	05/09/2017	Recreation Fund	Operating Supplies	Universal Athletic Service, Inc.	Softballs	2,375.46
0	05/11/2017	Recreation Fund	Operating Supplies	US Foods-CC	Concession Supplies	321.38
0	05/11/2017	Recreation Fund	Operating Supplies	Weissman's Design-CC	Ice Show Costumes	780.34
0	05/11/2017	Recreation Fund	Operating Supplies	When I Work-CC	Monthly Fee	49.00
0	05/11/2017	Recreation Fund	Operating Supplies	YMCA-CC	Daily Admission	132.04
0	05/11/2017	Recreation Fund	Operating Supplies	YMCA-CC	Daily Admission	114.00
Operating Supplies Total:						5,659.02
85511	05/09/2017	Recreation Fund	Other services	T Mobile	Cell Phones Acct: 876644423	13.30
Other services Total:						13.30
0	05/09/2017	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	3,344.67
PERA Employee Ded Total:						3,344.67
0	05/09/2017	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	3,344.67

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/09/2017	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera additio	514.56
PERA Employer Share Total:						3,859.23
85525	05/16/2017	Recreation Fund	Printing	Bolger Inc.	May/June City News	557.00
85525	05/16/2017	Recreation Fund	Printing	Bolger Inc.	May/June City News	449.99
85525	05/16/2017	Recreation Fund	Printing	Bolger Inc.	May/June City News	2,500.00
Printing Total:						3,506.99
85464	05/09/2017	Recreation Fund	Professional Services	AARP	AARP Driving Class	205.00
85468	05/09/2017	Recreation Fund	Professional Services	Karen Carrier	Tai Chi Instruction	210.00
0	05/11/2017	Recreation Fund	Professional Services	Craigslist-CC	Gymnastics Ad	35.00
85479	05/09/2017	Recreation Fund	Professional Services	Will Hale	Earth Day Performance	300.00
0	05/09/2017	Recreation Fund	Professional Services	Daniel Kuch	Community Band Director-Jan-Marcl	500.00
85562	05/16/2017	Recreation Fund	Professional Services	Lil Sluggers St. Paul	Camp Registrations	701.25
0	05/09/2017	Recreation Fund	Professional Services	Willie McCray	Umpire Service	3,596.00
85494	05/09/2017	Recreation Fund	Professional Services	Bob Nielsen	Big Band Loading/Unloading	40.00
85506	05/09/2017	Recreation Fund	Professional Services	Sue Shields	Ice Show Supplies Reimbursement	86.64
85601	05/16/2017	Recreation Fund	Professional Services	The Cleaning Authority, Inc.	Window Washing	2,500.00
85601	05/16/2017	Recreation Fund	Professional Services	The Cleaning Authority, Inc.	Park Buildings Cleaning	3,855.60
Professional Services Total:						12,029.49
85580	05/16/2017	Recreation Fund	Rental	On Site Sanitation, Inc.	Restroom Rental	83.93
85497	05/09/2017	Recreation Fund	Rental	On Site Sanitation, Inc.	Restroom Rentals	1,077.86
85497	05/09/2017	Recreation Fund	Rental	On Site Sanitation, Inc.	Restroom Rentals	136.79
Rental Total:						1,298.58
0	05/04/2017	Recreation Fund	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	3,415.52
Sales Tax Payable Total:						3,415.52
0	05/09/2017	Recreation Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2017 State Incom	2,163.81
State Income Tax Total:						2,163.81
85511	05/09/2017	Recreation Fund	Telephone	T Mobile	Cell Phones Acct: 876644423	567.71

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Telephone Total:						567.71
85473	05/09/2017	Recreation Fund	Transportation	Lauren Deal	Mileage Reimbursement	150.87
0	05/09/2017	Recreation Fund	Transportation	Ann Hamilton	Mileage Reimbursement	10.17
0	05/16/2017	Recreation Fund	Transportation	Andrew Ness	Mileage Reimbursement	42.27
Transportation Total:						203.31
85488	05/09/2017	Recreation Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.05.2017 IOUE Union	102.00
Union Dues Deduction Total:						102.00
85533	05/16/2017	Recreation Fund	Utilities	Comcast	Business Services	235.06
85472	05/09/2017	Recreation Fund	Utilities	Comcast	Business Services	250.06
85472	05/09/2017	Recreation Fund	Utilities	Comcast	Business Services	250.06
85472	05/09/2017	Recreation Fund	Utilities	Comcast	Business Services	235.06
85472	05/09/2017	Recreation Fund	Utilities	Comcast	Business Services	245.06
0	05/16/2017	Recreation Fund	Utilities	Xcel Energy	Nature Center	596.83
Utilities Total:						1,812.13
Fund Total:						59,379.09
85485	05/09/2017	Recreation Improvements	Repairs & Maintenance	Keller Fence Company, Inc.	Fence Repair	4,114.00
85485	05/09/2017	Recreation Improvements	Repairs & Maintenance	Keller Fence Company, Inc.	Fence Repair	2,729.00
Repairs & Maintenance Total:						6,843.00
Fund Total:						6,843.00
0	05/16/2017	Risk Management	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium	4,132.73
Employer Insurance Total:						4,132.73
Fund Total:						4,132.73
85523	05/16/2017	Sanitary Sewer	Clothing	Avenue Shirt Works	Uniform Supplies	50.87

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Clothing Total:	50.87
0	05/04/2017	Sanitary Sewer	Credit Card Fees	Bluefin Payment Systems-Non Ban	March UB Payments.com Charges	2,370.52
					Credit Card Fees Total:	2,370.52
0	05/09/2017	Sanitary Sewer	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Federal Incc	1,570.37
					Federal Income Tax Total:	1,570.37
0	05/09/2017	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	894.62
0	05/09/2017	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	209.19
					FICA Employee Ded. Total:	1,103.81
0	05/09/2017	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	209.19
0	05/09/2017	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	894.62
					FICA Employers Share Total:	1,103.81
85483	05/09/2017	Sanitary Sewer	HRA Employer	ING ReliaStar	PR Batch 00001.05.2017 HRA Empl	403.63
					HRA Employer Total:	403.63
85499	05/09/2017	Sanitary Sewer	HSA Employee	Premier Bank	PR Batch 00001.05.2017 HSA Empl	60.52
					HSA Employee Total:	60.52
85499	05/09/2017	Sanitary Sewer	HSA Employer	Premier Bank	PR Batch 00001.05.2017 HSA Emplo	90.62
					HSA Employer Total:	90.62
0	05/09/2017	Sanitary Sewer	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.05.2017 ICMA Defe	26.24
					ICMA Def Comp Total:	26.24
0	05/09/2017	Sanitary Sewer	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2017 Post Emplo	149.21
					MN State Retirement Total:	149.21

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/09/2017	Sanitary Sewer	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.05.2017 MNDCP De	128.15
MNDCP Def Comp Total:						128.15
85537	05/16/2017	Sanitary Sewer	Operating Supplies	Davis Lock & Safe Inc	Keys	71.50
0	05/16/2017	Sanitary Sewer	Operating Supplies	Ferguson Waterworks #2516	Meter Supplies	242.82
85553	05/16/2017	Sanitary Sewer	Operating Supplies	Impressive Print	Sewer Backup Cleanup Policy Form	60.00
0	05/16/2017	Sanitary Sewer	Operating Supplies	MacQueen Equipment	Nozzle Repair	43.74
0	05/11/2017	Sanitary Sewer	Operating Supplies	Micro Center-CC	USB Supplies	198.45
0	05/11/2017	Sanitary Sewer	Operating Supplies	Suburban Ace Hardware-CC	Keys	9.99
0	05/09/2017	Sanitary Sewer	Operating Supplies	T. A. Schifsky & Sons, Inc.	Aggregate Mixes	300.00
Operating Supplies Total:						926.50
0	05/09/2017	Sanitary Sewer	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	969.65
PERA Employee Ded Total:						969.65
0	05/09/2017	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera additio	149.21
0	05/09/2017	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	969.65
PERA Employer Share Total:						1,118.86
0	05/09/2017	Sanitary Sewer	Professional Services	Ecoenvelopes, LLC	Utility Bill Processing	344.49
0	05/16/2017	Sanitary Sewer	Professional Services	Gopher State One Call	FTP Tickets	277.65
Professional Services Total:						622.14
85568	05/16/2017	Sanitary Sewer	Sewer SAC Charges	Metropolitan Council	SAC Charges-April 2017	22,141.35
Sewer SAC Charges Total:						22,141.35
0	05/09/2017	Sanitary Sewer	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2017 State Incom	651.27
State Income Tax Total:						651.27
0	05/11/2017	Sanitary Sewer	Telephone	Sprint- CC	Cell Phones	26.02
85511	05/09/2017	Sanitary Sewer	Telephone	T Mobile	Cell Phones Acct: 771707201	39.99
85511	05/09/2017	Sanitary Sewer	Telephone	T Mobile	Cell Phones Acct: 771707201	36.90

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Telephone Total:	102.91
85488	05/09/2017	Sanitary Sewer	Union Dues Deduction	Local Union 49	PR Batch 00001.05.2017 IOUE Union	117.27
					Union Dues Deduction Total:	117.27
0	05/16/2017	Sanitary Sewer	Utilities	Xcel Energy	Sanitary Sewers	911.93
					Utilities Total:	911.93
					Fund Total:	34,619.63
85475	05/09/2017	Singles Program	Operating Supplies	Shirley Detmer	Singles Supplies Reimbursement	10.00
85503	05/09/2017	Singles Program	Operating Supplies	Ron Rieschl	Singles Supplies Reimbursement	15.00
					Operating Supplies Total:	25.00
					Fund Total:	25.00
85574	05/16/2017	Solid Waste Recycle	Accounts Payable	MS RELOCATION SERVICES	Refund Check	0.22
					Accounts Payable Total:	0.22
0	05/09/2017	Solid Waste Recycle	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Federal Incc	113.85
					Federal Income Tax Total:	113.85
0	05/09/2017	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	61.47
0	05/09/2017	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	14.38
					FICA Employee Ded. Total:	75.85
0	05/09/2017	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	61.47
0	05/09/2017	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	14.38
					FICA Employers Share Total:	75.85

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/09/2017	Solid Waste Recycle	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2017 Post Emplo	9.37
MN State Retirement Total:						9.37
0	05/09/2017	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	60.92
PERA Employee Ded Total:						60.92
0	05/09/2017	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	60.92
0	05/09/2017	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera additio	9.37
PERA Employer Share Total:						70.29
0	05/16/2017	Solid Waste Recycle	Professional Services	Eureka Recycling	Curbside Recycling	36,506.84
85561	05/16/2017	Solid Waste Recycle	Professional Services	Lightning Disposal, Inc.	Clean Up Day Supplies	3,764.00
85573	05/16/2017	Solid Waste Recycle	Professional Services	Momentum Enterprises, Inc.	Clean Up Day Supplies	2,195.00
Professional Services Total:						42,465.84
0	05/09/2017	Solid Waste Recycle	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2017 State Incom	51.29
State Income Tax Total:						51.29
Fund Total:						42,923.48
85574	05/16/2017	Storm Drainage	Accounts Payable	MS RELOCATION SERVICES	Refund Check	0.43
Accounts Payable Total:						0.43
85594	05/16/2017	Storm Drainage	BMP Miantenance-2017	Sandstrom Land Management, LLC	Rain Gardens Clean Out	3,465.00
BMP Miantenance-2017 Total:						3,465.00
85523	05/16/2017	Storm Drainage	Clothing	Avenue Shirt Works	Uniform Supplies	101.74
Clothing Total:						101.74
0	05/16/2017	Storm Drainage	Contract Maintenance	American Engineering Testing, Inc.	Soil/Sediment Management	1,795.70
0	05/16/2017	Storm Drainage	Contract Maintenance	City of St. Paul	Radio Maintenance	100.00
85584	05/16/2017	Storm Drainage	Contract Maintenance	Plaisted Co	Per Load Hauling	2,150.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
85613	05/16/2017	Storm Drainage	Contract Maintenance	Waterfront Restoration	Lake Weed Control	2,912.00
Contract Maintenance Total:						6,957.70
85490	05/09/2017	Storm Drainage	Contractor Payments	Mickman Brothers, Inc.	Irrigation System Repair	4,290.00
85581	05/16/2017	Storm Drainage	Contractor Payments	Outdoor Lab Landscape Design, Inc	Traffic Control Signage, Grading, Dis	910.00
0	05/09/2017	Storm Drainage	Contractor Payments	T. A. Schifsky & Sons, Inc.	Street Repair	37,639.00
Contractor Payments Total:						42,839.00
0	05/09/2017	Storm Drainage	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Federal Incc	1,231.06
Federal Income Tax Total:						1,231.06
0	05/09/2017	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	676.85
0	05/09/2017	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	158.29
FICA Employee Ded. Total:						835.14
0	05/09/2017	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	676.85
0	05/09/2017	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	158.29
FICA Employers Share Total:						835.14
85483	05/09/2017	Storm Drainage	HRA Employer	ING ReliaStar	PR Batch 00001.05.2017 HRA Empl	112.58
HRA Employer Total:						112.58
85499	05/09/2017	Storm Drainage	HSA Employee	Premier Bank	PR Batch 00001.05.2017 HSA Empl	67.30
HSA Employee Total:						67.30
85499	05/09/2017	Storm Drainage	HSA Employer	Premier Bank	PR Batch 00001.05.2017 HSA Emplo	188.74
HSA Employer Total:						188.74
0	05/09/2017	Storm Drainage	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.05.2017 ICMA Defe	52.49
ICMA Def Comp Total:						52.49
85496	05/09/2017	Storm Drainage	Miscellaneous Revenue	David Olejniczak	Compost Delivery Payment Refund	40.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Miscellaneous Revenue Total:						40.00
0	05/09/2017	Storm Drainage	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2017 Post Emplo	108.46
MN State Retirement Total:						108.46
0	05/09/2017	Storm Drainage	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.05.2017 MNDCP De	63.50
MNDCP Def Comp Total:						63.50
0	05/11/2017	Storm Drainage	Office Supplies	Amazon.com- CC	Office Supplies	24.81
Office Supplies Total:						24.81
85477	05/09/2017	Storm Drainage	Operating Supplies	Erosion Works	Mulch Logs	1,260.00
0	05/11/2017	Storm Drainage	Operating Supplies	Menards-CC	Sawhorse, Construction Supplies	494.38
0	05/11/2017	Storm Drainage	Operating Supplies	Metal Supermarkets-CC	Steel Tube	91.06
85507	05/09/2017	Storm Drainage	Operating Supplies	SKB Environmental, Inc.	Recycling	105.71
85597	05/16/2017	Storm Drainage	Operating Supplies	Specialized Environmental Tech, In	Stumps	280.00
0	05/11/2017	Storm Drainage	Operating Supplies	Suburban Ace Hardware-CC	Chain Saw Sharpening	32.00
0	05/11/2017	Storm Drainage	Operating Supplies	Suburban Ace Hardware-CC	Sprayer	7.99
85612	05/16/2017	Storm Drainage	Operating Supplies	Warning Lites of MN, Inc.	Traffic Cones, Signs	552.26
Operating Supplies Total:						2,823.40
0	05/09/2017	Storm Drainage	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	705.09
PERA Employee Ded Total:						705.09
0	05/09/2017	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera additio	108.46
0	05/09/2017	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	705.09
PERA Employer Share Total:						813.55
85520	05/16/2017	Storm Drainage	Professional Services	AE2S Construction, LLC	Central Park Electrical Installation	15,990.00
0	05/09/2017	Storm Drainage	Professional Services	Ecoenvelopes, LLC	Utility Bill Processing	344.50
0	05/16/2017	Storm Drainage	Professional Services	Gopher State One Call	FTP Tickets	277.65
Professional Services Total:						16,612.15

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/09/2017	Storm Drainage	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2017 State Incom	499.28
					State Income Tax Total:	499.28
0	05/09/2017	Storm Drainage	Transportation	Tony Angell	Commercial Drivers License Class A	36.25
					Transportation Total:	36.25
85488	05/09/2017	Storm Drainage	Union Dues Deduction	Local Union 49	PR Batch 00001.05.2017 IOUE Unioi	84.31
					Union Dues Deduction Total:	84.31
					Fund Total:	78,497.12
0	05/09/2017	Street Construction	Contractor Payments	T. A. Schifsky & Sons, Inc.	Street Repair	31,801.91
					Contractor Payments Total:	31,801.91
					Fund Total:	31,801.91
0	05/09/2017	Telecommunications	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Federal Incc	591.71
					Federal Income Tax Total:	591.71
0	05/09/2017	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	104.18
0	05/09/2017	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	445.45
					FICA Employee Ded. Total:	549.63
0	05/09/2017	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	445.45
0	05/09/2017	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	104.18
					FICA Employers Share Total:	549.63
85483	05/09/2017	Telecommunications	HRA Employer	ING ReliaStar	PR Batch 00001.05.2017 HRA Empl	159.14
					HRA Employer Total:	159.14

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
85499	05/09/2017	Telecommunications	HSA Employee	Premier Bank	PR Batch 00001.05.2017 HSA Empl	9.58
					HSA Employee Total:	9.58
85499	05/09/2017	Telecommunications	HSA Employer	Premier Bank	PR Batch 00001.05.2017 HSA Emplo	49.81
					HSA Employer Total:	49.81
0	05/09/2017	Telecommunications	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2017 Post Emplo	71.86
					MN State Retirement Total:	71.86
0	05/09/2017	Telecommunications	MND CP Def Comp	Great West- Non Bank	PR Batch 00001.05.2017 MND CP De	384.41
					MND CP Def Comp Total:	384.41
0	05/11/2017	Telecommunications	Operating Supplies	Dunn Bros Coffee-CC	Film Discussion Supplies	37.50
					Operating Supplies Total:	37.50
0	05/09/2017	Telecommunications	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	467.18
					PERA Employee Ded Total:	467.18
0	05/09/2017	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	467.18
0	05/09/2017	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera additio	71.86
					PERA Employer Share Total:	539.04
85525	05/16/2017	Telecommunications	Printing	Bolger Inc.	May/June City News	7,455.00
					Printing Total:	7,455.00
0	05/16/2017	Telecommunications	Professional Services	North Suburban Access Corp	Monthly Production Services-April 20	1,433.19
0	05/16/2017	Telecommunications	Professional Services	North Suburban Access Corp	Extra Planning Commission Meeting,	225.00
0	05/16/2017	Telecommunications	Professional Services	North Suburban Access Corp	Production of "Dementia: To Drive o	400.00
					Professional Services Total:	2,058.19
0	05/09/2017	Telecommunications	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2017 State Incom	257.68

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
State Income Tax Total:						257.68
Fund Total:						13,180.36
0	05/04/2017	TIF District #17-Twin Lakes	Twin Lakes Area Signals	Land Title, Inc-Non Bank	Permanent Easement Terrance Drive	89,893.00
Twin Lakes Area Signals Total:						89,893.00
Fund Total:						89,893.00
85538	05/16/2017	Water Fund	Accounts Payable	DOCKENDORF CONSTRUCTIO	Refund Check	58.53
85540	05/16/2017	Water Fund	Accounts Payable	CINDY FIORAVANTI	Refund Check	179.99
85547	05/16/2017	Water Fund	Accounts Payable	PAUL HANSEY	Refund Check	53.54
85548	05/16/2017	Water Fund	Accounts Payable	CHRISTINA HART	Refund Check	256.79
85574	05/16/2017	Water Fund	Accounts Payable	MS RELOCATION SERVICES	Refund Check	164.54
85578	05/16/2017	Water Fund	Accounts Payable	RICHARD & MARY LOU OLSEN	Refund Check	78.42
85579	05/16/2017	Water Fund	Accounts Payable	RICHARD & MARIAN OLSON	Refund Check	193.58
85582	05/16/2017	Water Fund	Accounts Payable	JULIE OVERBYE LEDY	Refund Check	194.97
85583	05/16/2017	Water Fund	Accounts Payable	WALTER PETERS	Refund Check	81.88
85593	05/16/2017	Water Fund	Accounts Payable	PERLA SALAZAR	Refund Check	81.31
85595	05/16/2017	Water Fund	Accounts Payable	SCHUMACHER HOLDINGS, LLC	Refund Check	179.47
85611	05/16/2017	Water Fund	Accounts Payable	MARGERET WALLENTA	Refund Check	132.69
Accounts Payable Total:						1,655.71
85523	05/16/2017	Water Fund	Clothing	Avenue Shirt Works	Uniform Supplies	50.87
Clothing Total:						50.87
85536	05/16/2017	Water Fund	Contract Maintenance	Cummins NPower LLC	Water Booster Station Service Call	422.76
Contract Maintenance Total:						422.76
0	05/09/2017	Water Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Federal Incc	2,163.88
Federal Income Tax Total:						2,163.88
0	05/09/2017	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare Ei	283.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/09/2017	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	1,212.12
					FICA Employee Ded. Total:	1,495.62
0	05/09/2017	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 Medicare E	283.50
0	05/09/2017	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.05.2017 FICA Empl	1,212.12
					FICA Employers Share Total:	1,495.62
85483	05/09/2017	Water Fund	HRA Employer	ING ReliaStar	PR Batch 00001.05.2017 HRA Empl	362.94
					HRA Employer Total:	362.94
85499	05/09/2017	Water Fund	HSA Employee	Premier Bank	PR Batch 00001.05.2017 HSA Empl	134.04
					HSA Employee Total:	134.04
85499	05/09/2017	Water Fund	HSA Employer	Premier Bank	PR Batch 00001.05.2017 HSA Empl	172.82
					HSA Employer Total:	172.82
0	05/09/2017	Water Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.05.2017 ICMA Defe	48.76
					ICMA Def Comp Total:	48.76
0	05/09/2017	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.05.2017 Post Emplo	193.89
					MN State Retirement Total:	193.89
0	05/09/2017	Water Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.05.2017 MNDCP De	203.61
					MNDCP Def Comp Total:	203.61
0	05/11/2017	Water Fund	Office Supplies	Blanks-USA-CC	Door Supplies	168.29
					Office Supplies Total:	168.29
0	05/16/2017	Water Fund	Operating Supplies	Aggregate Industries-MWR, Inc.	Road Base	372.03
0	05/09/2017	Water Fund	Operating Supplies	Aggregate Industries-MWR, Inc.	Select Granular	1,456.18
85549	05/16/2017	Water Fund	Operating Supplies	HD Supply Waterworks, LTD.	Clow Parts	436.00
85575	05/16/2017	Water Fund	Operating Supplies	Murlowski Properties Inc	Watermain Break Dump Fee	269.60

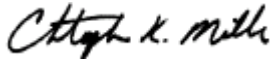
Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/09/2017	Water Fund	Operating Supplies	T. A. Schifsky & Sons, Inc.	Aggregate Mixes	250.00
85612	05/16/2017	Water Fund	Operating Supplies	Warning Lites of MN, Inc.	Traffic Cones, Signs	552.26
Operating Supplies Total:						3,336.07
0	05/09/2017	Water Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	1,260.57
PERA Employee Ded Total:						1,260.57
0	05/09/2017	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera additio	193.89
0	05/09/2017	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.05.2017 Pera Emplo	1,260.57
PERA Employer Share Total:						1,454.46
0	05/09/2017	Water Fund	Professional Services	Ecoenvelopes, LLC	Utility Bill Processing	344.50
0	05/16/2017	Water Fund	Professional Services	Gopher State One Call	FTP Tickets	277.65
85514	05/09/2017	Water Fund	Professional Services	Twin City Water Clinic, Inc.	Coliform Bacteria-April	480.00
Professional Services Total:						1,102.15
85598	05/16/2017	Water Fund	St. Paul Water	St. Paul Regional Water Services	Water	304,480.15
St. Paul Water Total:						304,480.15
0	05/09/2017	Water Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.05.2017 State Incom	878.32
State Income Tax Total:						878.32
85511	05/09/2017	Water Fund	Telephone	T Mobile	Cell Phones Acct: 876644423	294.34
Telephone Total:						294.34
85488	05/09/2017	Water Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.05.2017 IOUE Unioi	188.67
Union Dues Deduction Total:						188.67
0	05/16/2017	Water Fund	Utilities	Xcel Energy	Repeater Station/Meter Reading	16.22
Utilities Total:						16.22
0	05/04/2017	Water Fund	Water - Roseville	City of Roseville- Non Bank	March 2017 City Water Bills	1,300.19

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	05/04/2017	Water Fund	Water - Roseville	MN Dept of Revenue-Non Bank	Sales/Use Tax	28.40
Water - Roseville Total:						1,328.59
Fund Total:						322,908.35
85505	05/09/2017	Workers Compensation	Fire Department Claims	SFM	Work Comp Claims	88.54
Fire Department Claims Total:						88.54
85505	05/09/2017	Workers Compensation	Parks & Recreation Claims	SFM	Work Comp Claims	142.95
Parks & Recreation Claims Total:						142.95
85505	05/09/2017	Workers Compensation	Police Patrol Claims	SFM	Work Comp Claims	8,423.98
85505	05/09/2017	Workers Compensation	Police Patrol Claims	SFM	Work Comp Administration	366.00
Police Patrol Claims Total:						8,789.98
85505	05/09/2017	Workers Compensation	Professional Services	SFM	Work Comp Administration	200.00
Professional Services Total:						200.00
85505	05/09/2017	Workers Compensation	Street Department Claims	SFM	Work Comp Claims	386.15
85505	05/09/2017	Workers Compensation	Street Department Claims	SFM	Work Comp Administration	183.00
Street Department Claims Total:						569.15
Fund Total:						9,790.62
Report Total:						1,293,918.13

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 05/22/2017
Item No.: 9.b

Department Approval



City Manager Approval



Item Description: Approval of 2017 Business and Other Licenses.

BACKGROUND

Chapter 301 of the City Code requires all applications for business and other licenses to be submitted to the City Council for approval. The following application(s) is (are) submitted for consideration:

Sale of Consumer Fireworks License

Cub Foods West #31334

2100 Snelling Ave

Roseville, MN 55113

Cub Foods West #155493

1201 Larpenleur Ave W

Roseville, MN 55113

POLICY OBJECTIVE

Required by City Code

FINANCIAL IMPACTS

The correct fees were paid to the City at the time the application(s) were made.

STAFF RECOMMENDATION

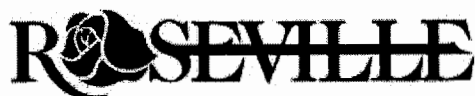
Staff has reviewed the application(s) and has determined that the applicant(s) meet all City requirements. Staff recommends approval of the license(s).

REQUESTED COUNCIL ACTION

Motion to approve the business and other license application(s) pending successful fire safety inspection.

Prepared by: Chris Miller, Finance Director

Attachments: A: Fireworks Applications



City of Roseville
 Finance Department, License Division
 2660 Civic Center Drive, Roseville, MN 55113
 (651) 792-7032

Sale of Consumer Fireworks License Application

Business Name Cub Foods West #155493

Business Address 1201 Larpenteur Ave. West
ROSEVILLE, MN 55113

Business Phone 651-488-1825

Person to Contact in Regard to Business License:

Name Kristie Martons

Address 1201 Larpenteur Ave. W.

Phone 651-488-1825

I hereby apply for the following license(s) for the term of one year, beginning January 1, 2017, and ending December 31, 2017, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Sale of Consumer Fireworks in existing retail business	\$100.00
Sale of Consumer Fireworks as a sole business	\$350.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #624.20.

Signature [Signature]

Date 4/17/14

If completed license should be mailed somewhere other than the business address, please advise.

**FIRE SAFETY INSPECTION IS REQUIRED PRIOR TO THE SALE
 OF ANY CONSUMER FIRE WORKS ITEMS.
 INSPECTION TO BE SCHEDULED WITH THE
 ROSEVILLE FIRE DEPARTMENT (651 792-7341).
 LICENSE TO BE PROMINENTLY DISPLAYED IN SALES AREA.**



City of Roseville
Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7032

Sale of Consumer Fireworks License Application

Business Name Cub Foods West #31334

Business Address 2100 Snelling Ave.
ROSEVILLE, MN 55113

Business Phone _____

Person to Contact in Regard to Business License:

Name GARY REFF

Address 2100 SNELLING AVE. N., ROSEVILLE, MN

Phone 651-633-9740

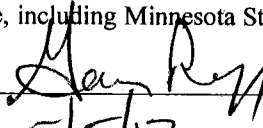
I hereby apply for the following license(s) for the term of one year, beginning January 1, 2017, and ending December 31, 2017, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Fee

Sale of Consumer Fireworks in existing retail business	\$100.00
Sale of Consumer Fireworks as a sole business	\$350.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statute #624.20.

Signature 

Date 5/5/17

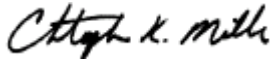
If completed license should be mailed somewhere other than the business address, please advise.

**FIRE SAFETY INSPECTION IS REQUIRED PRIOR TO THE SALE
OF ANY CONSUMER FIRE WORKS ITEMS.
INSPECTION TO BE SCHEDULED WITH THE
ROSEVILLE FIRE DEPARTMENT (651 792-7341).
LICENSE TO BE PROMINENTLY DISPLAYED IN SALES AREA.**

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 5/22/2017
Item No.: 9.c

Department Approval



City Manager Approval



Item Description: Consideration to approve or deny 4 Massage Therapist Licenses and 1 Massage Establishment License.

BACKGROUND

Chapter 301 of the City Code requires all applications for business and other licenses to be submitted to the City Council for approval. The following applications are submitted for consideration:

Massage Therapist License

Juan Hernandez Moreno
Myo My Massage & Skin
2480 Fairview Ave N #119
Roseville, MN 55113

Sara Gruber
Spa810
1607 County Rd C West
Roseville, MN 55113

Lydia Savoren-Funk
Massage Xcape
1767 N Lexington Ave
Roseville, MN 55113

Mai Thao
Massage Envy
2480 Fairview Ave N, #120
Roseville, MN 55113

Massage Therapy Establishment

Myo My Massage & Skin
2480 Fairview Ave N, #119
Roseville, MN 55113

POLICY OBJECTIVE

Required by City Code

FINANCIAL IMPACTS

The correct fees were paid to the City at the time the application(s) were made.

35 **STAFF RECOMMENDATION**

36 Staff has reviewed the application(s) and has determined that the applicant(s) meet all City requirements. Staff
37 recommends approval of the license(s).

38 **REQUESTED COUNCIL ACTION**

39 Motion to approve the Massage Therapist Licenses and Massage Therapy Establishment License.

Prepared by: Chris Miller, Finance Director

Attachments: A: Applications
B: Applications Redacted
C: City Code 309



Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7036

Massage Therapist License

☒ New License ☐ Renewal For the License Year Ending June 30, 2018

1. Full Legal Name (Please Print) HERNANDEZ MORENO JUAN FRANCISCO

2. Home Address _____

3. Telephone () _____

4. Date of Birth (mm/dd/yyyy) _____

5. Email Address _____

6. Driver's License Number _____

7. Ethnicity: _____

8. Sex: _____

9. Have you ever used or been known by any name other than the legal name given in number 1 above?
☐ Yes ☒ No If Yes, List each full name along with dates and places where used. _____

10. Name and address of the licensed Massage Therapy Establishment at which you expect to be employed:
Myo My Massage & Skin 2480 Fairview Ave N #119 Roseville MN 55113

11. Have you held any previous massage therapist licenses in the past five years? If yes, in which city(s) were you licensed?
☒ Yes Saint Paul MN ☐ No **NOTE: Failure to disclose previous licenses will result in an automatic denial of your application.**

12. If you answered Yes to number 11 above, were any previous massage therapist licenses revoked, suspended or not renewed? If yes, explain in detail on the back of this page.
☐ Yes ☒ No ☐ N/A **NOTE: Failure to disclose previous revocations, suspensions, or non-renewals will result in an automatic denial of your application**

The information that you are asked to provide on the application is classified by State law as either public, private or confidential. All data, with the exception of driver's license numbers, will constitute public record if and when the license is granted. Our intended use of the information is to perform the background check procedures required prior to license issuance. If you refuse to supply the information, the license application may not be processed.

By signing below you certify that the above information is correct and authorize the City of Roseville Police Department to run your information for the required background checks. (Note: Background checks and application review may take up to 60 days to complete).

Signature _____

Date 04/18/17

Please print this form and mail or hand-deliver along with a certified copy of a diploma or certificate of graduation from a school of massage therapy including proof of a minimum of 600 hours in successfully completed course work as described in Roseville Ordinance 116, Massage Therapy Establishments.

**License Fee is \$100.00 (prorated quarterly)
Make checks payable to: City of Roseville**



Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7036

Massage Therapist License

☒ New License ☐ Renewal

For the License Year Ending June 30, 2018

1. Full Legal Name (Please Print) Gruber Sara Jo Ann
(Last) (First) (Middle)
2. Home Address _____
3. Telephone _____
4. Date of Birth (mm/dd/yyyy) _____
5. Email Address _____
6. Driver's License Number _____
7. Ethnicity: _____
8. Sex: _____
9. Have you ever used or been known by any name other than the legal name given in number 1 above? _____

10. Name and address of the licensed Massage Therapy Establishment at which you expect to be employed:

Spa 810 1407 County Rd C West Roseville MN 55113

11. Have you held any previous massage therapist licenses? If yes, in which city were you licensed?

☐ Yes ☒ No

12. If you answered Yes to number 11 above, were any previous massage therapist licenses revoked, suspended or denied?
If yes, explain in detail on the back of this page.

☐ Yes ☐ No ☒ N/A

The information that you are asked to provide on the application is classified by State law as either public, private or confidential. All data, with the exception of driver's license numbers, will constitute public record if and when the license is granted. Our intended use of the information is to perform the background check procedures required prior to license issuance. If you refuse to supply the information, the license application may not be processed.

By signing below you certify that the above information is correct and authorize the City of Roseville Police Department to run your information for the required background checks. (Note: Background checks may take up to 30 days to complete.)

Signature

Sara Gruber

Date

4-20-2017

Please print this form and mail or hand-deliver along with a certified copy of a diploma or certificate of graduation from a school of massage therapy including proof of a minimum of 600 hours in successfully completed course work as described in Roseville Ordinance 116, Massage Therapy Establishments.

License Fee is \$100.00 (prorated quarterly)
Make checks payable to: City of Roseville



Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7036

Massage Therapist License

☒ New License ☐ Renewal

For the License Year Ending June 30, 2017-2018

1. Full Legal Name (Please Print) Savoren-Funk Lydia Amaris

2. Home Address _____
(City) _____ (State) _____ (Zip) _____

3. Telephone _____

4. Date of Birth (mm/dd/yyyy) _____

5. Email Address _____

6. Driver's License Number _____

7. Ethnicity: _____

8. Sex: _____

9. Have you ever used or been known by any name other than the legal name given in number 1 above? _____

10. Name and address of the licensed Massage Therapy Establishment at which you expect to be employed: Independently Contracted
Massage Xscape 1767 N. Lexington Ave. Roseville, MN 55113

11. Have you held any previous massage therapist licenses in the past five years? If yes, in which city(s) were you licensed?
☒ Yes Savage, MN ☐ No **NOTE: Failure to disclose previous licenses will result in an automatic denial of your application.**

12. If you answered Yes to number 11 above, were any previous massage therapist licenses revoked, suspended or not renewed? If yes, explain in detail on the back of this page.
☐ Yes ☒ No ☐ N/A **NOTE: Failure to disclose previous revocations, suspensions, or non-renewals will result in an automatic denial of your application**

The information that you are asked to provide on the application is classified by State law as either public, private or confidential. All data, with the exception of driver's license numbers, will constitute public record if and when the license is granted. Our intended use of the information is to perform the background check procedures required prior to license issuance. If you refuse to supply the information, the license application may not be processed.

By signing below you certify that the above information is correct and authorize the City of Roseville Police Department to run your information for the required background checks. (Note: Background checks and application review may take up to 60 days to complete).

Signature Lydia Savoren-Funk

Date 4-24-17

Please print this form and mail or hand-deliver along with a certified copy of a diploma or certificate of graduation from a school of massage therapy including proof of a minimum of 600 hours in successfully completed course work as described in Roseville Ordinance 116, Massage Therapy Establishments.

License Fee is \$100.00 (prorated quarterly)
Make checks payable to: City of Roseville



Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7036

Massage Therapist License

☒ New License ☐ Renewal

For the License Year Ending June 30, 2018

1. Full Legal Name (Please Print) THAO MAI YA

2. Home Address _____

3. Telephone _____

4. Date of Birth (mm/dd/yyyy) _____

5. Email Address _____

6. Driver's License Number _____

7. Ethnicity: _____

8. Sex: _____

9. Have you ever used or been known by any name other than the legal name given in number 1 above?

☐ Yes ☒ No If Yes, List each full name along with dates and places where used.

10. Name and address of the licensed Massage Therapy Establishment at which you expect to be employed: Massage Envy 2480 Fairview Ave N #120 Roseville,

11. Have you held any previous massage therapist licenses? If yes, in which city were you licensed? MN 55113
☐ Yes ☒ No

12. If you answered Yes to number 11 above, were any previous massage therapist licenses revoked, suspended or not renewed? If yes, explain in detail on the back of this page.

☐ Yes ☒ No ☐ N/A

The information that you are asked to provide on the application is classified by State law as either public, private or confidential. All data, with the exception of driver's license numbers, will constitute public record if and when the license is granted. Our intended use of the information is to perform the background check procedures required prior to license issuance. If you refuse to supply the information, the license application may not be processed.

By signing below you certify that the above information is correct and authorize the City of Roseville Police Department to run your information for the required background checks. (Note: Background checks may take up to 30 days to complete.)

Signature Solen Ya Zhou

Date 4/21/17

Please print this form and mail or hand-deliver along with a certified copy of a diploma or certificate of graduation from a school of massage therapy including proof of a minimum of 600 hours in successfully completed course work as described in Roseville Ordinance 116, Massage Therapy Establishments.

License Fee is \$100.00 (prorated quarterly)
Make checks payable to: City of Roseville



Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7036

Massage Therapy Establishment License Application

☒ New License ☐ Renewal

For License Year Ending June 30, 2018

Business Name

Myo My Massage & Skin

Business Address

2480 Fairview Ave N #119, Roseville, MN 55113

Business Phone

(651) 500-5060

Email Address

[Redacted]

Person to Contact in Regard to Business License:

Full Legal Name (Please Print)

Schaar

Larissa

Lynn

Home Address

Telephone

Date of Birth (mm/dd/yyyy)

Driver's License Number

Ethnicity:

Sex:

Have you ever used or been known by any name other than the legal name given above?

☒ Yes

☐ No

If Yes, List each full name along with dates and places where used.

Lara Lynn Flaherty

Has the business held any previous massage therapy establishment licenses in the past five years? If yes, in which city was it licensed?

☐ Yes

☒ No

NOTE: Failure to disclose previous licenses will result in an automatic denial of your application.

The information that you are asked to provide on the application is classified by State law as either public, private or confidential. All data, with the exception of driver's license numbers, will constitute public record if and when the license is granted. Our intended use of the information is to perform the background check procedures required prior to license issuance. If you refuse to supply the information, the license application may not be processed.

The undersigned applicant makes this application pursuant to all laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182. In addition, the applicant acknowledges that they are responsible for reviewing the background and work history of their employees, including those that have received a massage therapist license from the City.

By signing below you certify that the above information is correct and authorize the City of Roseville Police Department to run your information for the required background checks. **(Note: Background checks and application processing may take up to 60 days to complete)**

Signature

Larissa Schaar

Date

4-18-17

License Fee is \$300.00
Additional \$150 background check fee for all first-time applicants
Make checks payable to: City of Roseville

CHAPTER 309

MASSAGE THERAPY ESTABLISHMENTS

SECTION:

- 309.01: Definitions
- 309.02: License for Massage Therapy Establishment
- 309.03: Granting, Denying or Rescinding of Licenses
- 309.04: Practice of Massage Therapy Only by Licensed Persons
- 309.05: Revocation or Suspension of License
- 309.06: Restrictions and Regulations
- 309.07: Violations, Penalty

309.01: DEFINITIONS:

As used in this Chapter, the following words and terms shall have the meanings ascribed to them in this Section:

CHAIR MASSAGE: A massage provided to a fully-clothed individual, and limited to the neck, shoulders, arms, and back, where the massage is not provided in a massage therapy establishment; and provided the individual giving the massage meets the requirements specified in Section 309.04 (A). (Ord. 1329, 11-14-05)

MASSAGE THERAPIST: A person who practices massage therapy.

MASSAGE THERAPY: The rubbing, stroking, kneading, tapping or rolling of the body with the hands or other parts of the body for the exclusive purposes of relaxation, physical fitness or beautification and for no other purpose.

The practice of massage therapy is hereby declared to be distinct from the licensed practice of medicine, osteopathy, chiropractic, physical therapy, podiatry and nursing, as well as athletic coaches and trainers. Persons engaged in those professions are exempt from the provisions of this Chapter.

MASSAGE THERAPY ESTABLISHMENT: Any room, or premise wherein a person may receive a massage from a massage therapist for a fee; where massages are given on more than 14 calendar days in any given calendar year. (Ord. 1329, 11-14-05)

SANITARY: Free from the vegetative cells of pathogenic microorganisms. (Ord. 1142, 6-13-1994)

309.02: LICENSE FOR MASSAGE THERAPY ESTABLISHMENT:

- A. **License Required:** No person shall engage in the business of operating a massage therapy establishment within the City without first having obtained the required license.
- B. **Application Fee:** The initial application for a license shall be made by completing an application form provided by and containing such information as required by the City Manager and by paying a nonrefundable application fee, as established by the City Fee Schedule in Section 314.05. (Ord. 1329, 11-14-05)

- C. Separate License Required Fee: A separate license shall be obtained for each place of business, the fee for which shall be as established by the City Fee Schedule in Section 314.05. (Ord. 1329, 11-14-05)

309.03: GRANTING, DENYING OR RESCINDING OF LICENSES:

- A. Zoning Compliance: Massage Therapy Establishment licenses may be granted only to establishments associated with and operating within the confines of and incidental to a properly zoned beauty parlor (salon), health club, office, shopping mall, or similar areas open to the public. (Ord. 1329, 11-14-05)
- B. Building, Safety and Sanitation Regulations: Licenses may be denied or rescinded if the premises of the massage therapy establishments do not meet the requirements of the City Council, and of the building, safety and sanitation regulations of the City and State.
- C. Fraud or Deception: Licenses may be denied or rescinded if there is any fraud or deception involved in the license application.
- D. History of Violations: Licenses may be denied or rescinded if the applicant, licensee or employee of the same fails to comply with, or have a history of violations of the laws or ordinances which apply to health, safety or moral turpitude.
- E. Additional Conditions: The City Council may attach such reasonable conditions to the license as it, in its sole discretion, deems to be appropriate. (Ord. 1142, 6-13-1994)
(Ord. 1283, 6-16-03)

309.04: PRACTICE OF MASSAGE THERAPY ONLY BY LICENSED PERSONS:

- A. Application for License: Any person or business desiring to be licensed as a massage therapy establishment shall file an application on forms provided by the City Manager. The application shall contain such information as the City Manager may require, including: (Ord. 1329, 11-14-05)
 - 1. The applicant's full name, address, social security number and written proof of age.
 - 2. The name and address of the licensed massage therapy establishment by which the applicant expects to be employed.
 - 3. A statement concerning whether the person has been convicted of or entered a plea of guilty to any crime or ordinance violation and, if so, information as to the time, place and nature of such crime or offense.
 - 4. Proof that the applicant meets the following educational requirements:
 - a. A diploma or certificate of graduation from a school approved by the American Massage Therapist Association or other similar reputable massage association; or
 - b. A diploma or certificate of graduation from a school which is either accredited by a recognized educational accrediting association or agency or is licensed by the State or local government agency having jurisdiction over the school.
 - c. Each applicant shall also furnish proof at the time of application of a minimum of 600 hours of successfully completed course work in the following areas:
 - (1) The theory and practice of massage, including, but not limited to, Swedish, Esalen, Shiatsu and/or foot reflexology techniques; and
 - (2) Anatomy, including, but not limited to, skeletal and muscular structure and organ placement; and

(3) Hygiene.

- B. Fee: The annual license fee for a massage therapist is as established by the City Fee Schedule in Section 314.05. Ord. 1329, 11-14-05)
- C. Review of Application: License applications shall be reviewed by the Police Department.
- D. Denial of Application: The license application may be denied for any of the following reasons:
 - 1. Fraudulent Statements: The application contains false, fraudulent, or deceptive statements.
 - 2. Prior Conviction: The applicant has been convicted of or entered a plea of guilty within the previous three years to a violation of this Chapter or of any other law regulating the practice of massage, or of any law prohibiting criminal sexual conduct, prostitution, pandering, indecent conduct or keeping of a disorderly house.
 - 3. Noncompliance: The applicant has not complied with a provision of this Chapter.
 - 4. Underage: The applicant is less than eighteen (18) years of age. (Ord. 1142, 6-13-94)

309.05: REVOCATION OR SUSPENSION OF LICENSE:

A license may be revoked or suspended for any of the following reasons:

- A. Application Fraud: Fraud, deception or misrepresentation in connection with the registration application.
- B. Violation of Chapter: A violation of any provision of this Chapter.
- C. Criminal Conviction: Conviction of a criminal sexual conduct, prostitution, pandering, indecent conduct or keeping a disorderly house.
- D. Conviction Arising out of Practice of Massage Therapy: Conviction of any crime or ordinance violation arising out of the practice of massage therapy.
- E. Lack of Skill: Exhibition of a demonstrable lack of skill in the practice of massage therapy. (Ord. 1142, 6-13-94)

309.06: RESTRICTIONS AND REGULATIONS:

- A. Display of License: Any person registered as a massage therapist hereunder shall display such license, or a true copy thereof, in a prominent place at such person's place of employment.
- B. Identification: Upon demand of any police officer at the place of employment, any person licensed hereunder shall produce correct identification, identifying himself/herself by his/her true legal name and correct address.
- C. Inspection: During business hours, all massage therapy establishments shall be open to inspection by City Building and License Inspectors, Health Officers and police officers.
- D. Therapist, Change of Location: Any person licensed hereunder shall practice massage only at such location or locations as are designated in the license. Any person registered hereunder shall inform the City Manager, in writing, of any change in location prior to its occurrence.
- E. Hours: No customers or patrons shall be allowed to enter or remain on the licensed premises after 9:00 P.M. or before 8:00 A.M. daily.
- F. Alcohol or Drugs Prohibited: No beer, liquor, narcotic drug or controlled substance, as such terms are defined by State statutes or the City Code shall be permitted on licensed premises.
- G. Violation of Building, Safety or Health Regulations: Violation of any law or regulation relating to building, safety or health shall be grounds for revocation or any license.

- H. Locks on Doors: There shall be no locks on doors of massage rooms.
- I. Appropriate Covering Required:
 - 1. Patron: Whenever a massage is given, it shall be required by the massage therapist that the person who is receiving the massage shall have her breasts and his/her buttocks and genitals covered with a nontransparent material. For purposes of receiving a chair massage, patrons must stay fully-clothed at all times. (Ord. 1329, 11-14-05)
 - 2. Therapist: Any massage therapists performing any massages shall at all times have her breasts and his/her buttocks and genitals covered with a nontransparent material. (Ord. 1142, 6-13-94)
- J. With the exception of chair massages, all other types of massages shall take place in a private room subject to the conditions and restrictions noted above. (Ord. 1329, 11-14-05)

309.07: VIOLATIONS, PENALTY:

Every person who violates this Chapter is guilty of a misdemeanor. (Ord. 1142, 6-13-94)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 5/22/2017
Item No.: 9.d

Department Approval



City Manager Approval



Item Description: Approve General Purchases or Sale of Surplus Items Exceeding \$5,000

BACKGROUND

City Code section 103.05 establishes the requirement that all general purchases and/or contracts in excess of \$5,000 be approved by the Council. In addition, State Statutes require that the Council authorize the sale of surplus vehicles and equipment.

General Purchases or Contracts

City Staff have submitted the following items for Council review and approval:

<u>Division</u>	<u>Vendor</u>	<u>Description</u>	<u>Key</u>	<u>Budget Amount</u>	<u>P.O. Amount</u>	<u>Budget / CIP</u>
Information Tech.	Aercor Wireless Inc.	NetMotion License Renewals	(a)	\$ 11,100.00	\$ 38,175.00	Budget
Utilities	AE2S	SCADA System Review	(b)	-	19,800.00	Budget
Streets	Newman Signs Inc.	Street Sign Replacements	(c)	50,000.00	36,780.32	CIP
Water	Gary Carlson Equipment	Trench Compactor Replacement	(d)	50,000.00	31,305.00	CIP

Comments/Description:

- a) The purchase is for the 3-year renewal of the license and support plan that provides remote network access for employees in the field – primarily police and fire. The system will serve multiple agencies in Metro I-Net, with Roseville's share being \$9,897.
- b) Third-party review of the City's Supervisory Control and Data Acquisition (SCADA) system which monitors and controls the City's water distribution systems and lift stations throughout the City. Funding will come from the Professional Services line items of the Water, Sanitary Sewer, and Storm Sewer Budgets.
- c) Replacement of 1995-1996 Engineering-grade City street signs – 1,237 total.
- d) Replaces the 2004 trench compactor.

Sale of Surplus Vehicles or Equipment

City Staff have identified surplus vehicles and equipment that have been replaced or are no longer needed to deliver City programs and services. These surplus items will either be traded in on replacement items or will be sold in a public auction or bid process. The items include the following:

<u>Department</u>	<u>Item / Description</u>

POLICY OBJECTIVE

Required under City Code 103.05.

28 **FINANCIAL IMPACTS**

29 Funding for all items is provided for in the current operating or capital budget.

30 **STAFF RECOMMENDATION**

31 Staff recommends the City Council approve the submitted purchases or contracts for service and, if
32 applicable, authorize the trade-in/sale of surplus items.

33 **REQUESTED COUNCIL ACTION**

34 Motion to approve the attached list of general purchases and contracts for services and where
35 applicable; the trade-in/sale of surplus equipment.

36

37

Prepared by: Chris Miller, Finance Director

Attachments: A: 2017 CIP Purchase Summary

38

City of Roseville

Updated April 30, 2017

2017 Summary of Scheduled CIP Items

	<u>Council Approval</u>	<u>P.O. Amount</u>	<u>Budget Amount</u>	<u>YTD Actual</u>	<u>Difference</u>
Administration					
Office Furniture		\$ -	\$ -	\$ -	\$ -
Finance					
Software Acquisition		-	20,000	-	20,000
Central Services					
Copier & Postage Machine Lease		-	77,840	21,387	56,453
Police					
Marked Squad Car Replacements	1/23/2017	48,716	165,000	12,204	152,796
Unmarked Vehicle Replacement	1/23/2017	75,907	24,000	15,986	8,014
CSO Vehicle	1/23/2017	30,032	33,950	-	33,950
Vehicle Tools & Equipment		-	69,395	764	68,631
Vehicle Computers & Printers		-	13,045	-	13,045
Sidearms, Long-Guns, Non-Lethal Equip.		-	18,080	2,564	15,516
Tactical Gear		-	11,330	-	11,330
Crime Scene Equipment		-	3,000	-	3,000
Radio Equipment	1/23/2017	24,253	15,500	24,253	(8,753)
Office Equipment		-	20,025	567	19,458
Office Furniture		-	2,100	-	2,100
Kitchen Items		-	2,060	-	2,060
Fire					
Battalion Chief Vehicle	1/23/2017	30,594	45,000	30,594	14,406
Automatic External Defibrillator		-	8,000	-	8,000
Camera to assist with rescue/firefighting		-	7,000	-	7,000
Portable and mobile radios		-	80,000	13,643	66,357
Lighting equipment /portable		-	5,000	-	5,000
Response to water related emergencies		-	6,000	-	6,000
SWAT Gear/Equipment		-	10,000	-	10,000
SCBA Equipment		-	-	34,446	(34,446)
Rescue Equipment	1/23/2017	34,144	30,000	4,954	25,046
Public Works					
#111 - Bobcat, snow blower		-	20,000	-	20,000
#123 Patch Hook Body		-	75,000	-	75,000
#125 5-ton Dump (tandem)	1/9/2017	177,218	230,000	56,232	173,768
Electronic message board-attenuator	1/23/2017	6,907	7,500	-	7,500
#166 Cimline Melter	1/23/2017	49,175	50,000	-	50,000
#108 Hydro Seeder	3/27/2017	30,436	60,000	-	60,000
#113 Tree chipper	1/23/2017	36,313	55,000	-	55,000
Street Signs		-	50,000	-	50,000
Vehicle analyzer update		-	1,000	-	1,000
Jib crane (overhead motor & trolley)		-	7,500	-	7,500
Brake lathe		-	10,000	-	10,000
Parks & Recreation					
Puppet Wagon		-	14,000	-	14,000
#519 Lee-boy grader		-	150,000	-	150,000
#520 Single axle trailer		-	5,000	-	5,000
#546 Toro groundmaster	3/13/2017	40,237	35,000	40,231	(5,231)
#565 Smithco sweeper		-	8,000	-	8,000
#505 Holder snow machine	3/13/2017	118,304	145,000	-	145,000

City of Roseville

Updated April 30, 2017

2017 Summary of Scheduled CIP Items

	<u>Council Approval</u>	<u>P.O. Amount</u>	<u>Budget Amount</u>	<u>YTD Actual</u>	<u>Difference</u>
General Facility Improvements					
Police & PW garage Co2/No2 detectors	3/13/2017	9,500	9,200	-	9,200
Update Flooring CH/PD		-	75,000	-	75,000
Overhead door replacement		-	20,000	-	20,000
Tables and chairs City Hall		-	30,000	-	30,000
Central Park gymnasium		-	20,000	-	20,000
Variable speed pump-skating center		-	15,000	-	15,000
Information Technology					
Computers (Notebooks, Desktop, Mobile)		-	30,400	7,244	23,156
Monitor/Display		-	8,700	-	8,700
MS Office License		-	14,721	6,697	8,024
Desktop Printer		-	1,200	-	1,200
Network Printers/Copiers/Scanners (13)		-	17,000	-	17,000
Network Switches/Routers (Roseville)		-	26,000	4,720	21,280
Network Switches/Routers (Shared)		-	18,509	-	18,509
Servers - Roseville Standalone (5)		-	5,000	-	5,000
Servers - Host - Shared (5)		-	17,500	-	17,500
Storage Area Network Nodes- Shared (8)	1/23/2017	31,250	27,500	31,303	(3,803)
Power/UPS - Closets (11)		-	1,320	-	1,320
Surveillance Cameras (53)		-	9,180	-	9,180
Telephone Handsets (283)		-	8,190	-	8,190
Wireless Access Points (38)		-	3,000	-	3,000
Office Furniture		-	25,000	-	25,000
Park Improvements					
Tennis & Basketball Courts		-	-	-	-
Shelters & Structures		-	-	-	-
Volleyball & Bocce Ball Courts		-	-	-	-
Pathway Lighting		-	-	-	-
PIP Items		-	200,000	442	199,558
Natural Resources		-	-	-	-
Street Improvements					
Improvements		-	2,100,000	98,745	2,001,255
Street Lighting					
Improvements		-	-	-	-
Pathways (Existing)					
Improvements	4/24/2017	180,000	180,000	-	180,000
Communications					
Conference Room Equipment		-	4,500	-	4,500
Other Equipment		-	10,000	-	10,000
License Center					
General Office Equipment		-	17,900	-	17,900
Office Painting		-	6,500	-	6,500
Office Carpeting		-	15,000	-	15,000
Community Development					
Inspections Vehicle	3/13/2017	17,120	18,000	-	18,000
Computer Replacements		-	5,000	-	5,000
Online Permit/Scheduling Software		-	50,000	-	50,000
Office Furniture		-	1,000	-	1,000

City of Roseville

Updated April 30, 2017

2017 Summary of Scheduled CIP Items

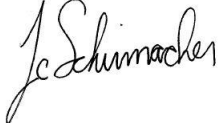
	<u>Council Approval</u>	<u>P.O. Amount</u>	<u>Budget Amount</u>	<u>YTD Actual</u>	<u>Difference</u>
Water					
#208 Meter van		-	25,000	-	25,000
#210 4x4 pickup	4/10/2017	30,193	25,000	-	25,000
#230 Ford 1/2-ton		-	20,000	-	20,000
#237 Wacker Compacter		-	50,000	-	50,000
Electronic message board-attenuator	1/23/2017	6,907	7,500	6,907	593
Booster station building maintenance		-	40,000	-	40,000
Replace Water Tower Fence		-	20,000	-	20,000
Water main replacement		-	1,000,000	113,243	886,757
Sanitary Sewer					
Electronic message board-attenuator	1/23/2017	6,907	7,500	6,907	593
Cleveland LS upgrade		-	550,000	4,071	545,929
Roof/Tuckpoint Fernwood/Rehab		-	75,000	-	75,000
Sewer main repairs		-	700,000	288,829	411,171
I & I reduction		-	100,000	-	100,000
Storm Sewer					
#132 Elgin sweeper 2002 3-wheel	2/13/2017	218,189	225,000	-	225,000
Electronic message board-attenuator	1/23/2017	6,907	7,500	6,907	593
Field Computer Add/Replacements		-	5,000	-	5,000
#165 5 ton trailer	1/9/2017	11,480	12,000	12,256	(256)
Walsh Storm station Upgrades		-	60,000	-	60,000
Pond improvements/Infiltration		-	300,000	24,947	275,053
Storm Sewer Replacement/Rehabilitation		-	400,000	13,021	386,979
Golf Course					
Gas Pump Replacement		-	10,000	-	10,000
Course Netting/Deck/Shelter		-	12,000	-	12,000
		-	-	-	-
Total - All Items			\$8,231,145	\$ 884,063	\$7,347,082

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 5/22/17

Item No.: 9.e

Department Approval



City Manager Approval



Item Description: Certify Unpaid Utility and Other Charges to the Property Tax Rolls

BACKGROUND

As authorized by City Code, Sections 506, 801, 802, and 906, the City annually certifies to the County Auditor any unpaid false alarm, water, sewer, and other charges that are in excess of 90 days past due, for collection on the following year's property taxes. Affected property owners are provided a hearing to dispute any charges against their property.

Beginning in 2010, the City Council began approving certifications for delinquent utilities on a quarterly basis. This ensures that any unpaid utilities are brought to the attention of new property owners in a more timely fashion. It will also allow the City to record a lien against the property in the event that a property goes into foreclosure and/or is being prepared for sale for other reasons.

Attached is the current list of delinquent charges. Payments (along with accrued interest) received in the Finance Office prior to June 5th 2017 will be accepted and not levied on the 2018 property taxes.

POLICY OBJECTIVE

Certifying delinquent charges are required under City Code.

FINANCIAL IMPACTS

Not applicable.

STAFF RECOMMENDATION

Staff recommends approval of the attached resolution levying unpaid utility and other charges for collection on the property taxes.

REQUESTED COUNCIL ACTION

Motion adopting the resolution approving the certification of unpaid utility and other charges to the County Auditor for collection on the property taxes.

Prepared by:

Attachments: A: Resolution approving the certification of unpaid utility and other charges to Ramsey County
 B: List of Delinquent Accounts - also noted as Schedule A on the Resolution

26 **EXTRACT OF MINUTES OF MEETING OF THE**
27 **CITY COUNCIL OF THE CITY OF ROSEVILLE**

28 * * * * *
29 * * * * *

30
31 Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville,
32 County of Ramsey, Minnesota was duly held on the 22nd day of May, 2017 at 6:00 p.m.

33
34 The following members were present:
35 and the following were absent:
36

37 Member introduced the following resolution and moved its adoption:
38

39 **RESOLUTION _____**

40
41 **RESOLUTION DIRECTING THE COUNTY AUDITOR TO**
42 **LEVY UNPAID WATER, SEWER AND OTHER CITY CHARGES FOR PAYABLE 2015 or**
43 **BEYOND**
44

45 WHEREAS, the City Code of the City of Roseville, Sections 506, 801, 802, and 906 provides that the City
46 may certify to the County Auditor the amounts of unpaid sewer, water, and other charges to be entered as
47 part of the tax levy on said premises:
48

49 NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville, Minnesota, as
50 follows:
51

52
53 1. Exhibit "A" attached hereto and made a part thereof by reference is a list of parcels of real property
54 lying within the City limits which are served by the City of Roseville, and on which there are unpaid city
55 water, sewer, and other charges as shown on the attached Schedule A.
56

57 2. The Council hereby certifies said list and requests the Ramsey County Auditor to include in the real
58 estate taxes due the amount set forth in Schedule A.
59

60 The motion for the adoption of the foregoing resolution was duly seconded by member and upon a
61 vote being taken thereon, the following voted in favor thereof:
62

63 and the following voted against the same:
64

65 WHEREUPON, said resolution was declared duly passed and adopted.
66

67 State of Minnesota)
68) SS
69 County of Ramsey)
70

71 I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of
72 Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of
73 a regular meeting of said City Council held on the 22nd day of May , 2017 with the original thereof on file
74 in my office.

75
76 WITNESS MY HAND officially as such Manager this 22nd day of May, 2017.
77

78
79
80 _____
81 Patrick Trudgeon
82 City Manager

83 Seal
84

More than 90 days past due as of
12/31/2016

Schedule A
Delinquent Accounts 2nd Qtr 2017
for 2018 Tax Year

City of Roseville, MN
5/16/17

<u>PIN</u>	<u>SERVICE ADDRESS</u>	<u>\$ AMOUNT TO COLLECTIONS</u>	<u>COLLECTIONS + \$2.00 FEE</u>
22923320039	2779 AGLEN ST	\$137.53	\$139.53
142923440020	1795 ALAMEDA ST	\$114.13	\$116.13
132923110137	2143 ALBEMARLE CRT	\$351.31	\$353.31
92923110027	2550 ALDINE ST	\$148.37	\$150.37
32923240049	2910 ALBERT ST	\$127.92	\$129.92
32923230063	2887 ARONA ST	\$175.60	\$177.60
32923230045	2936 ARONA ST	\$191.28	\$193.28
32923220038	3014 ARONA ST	\$197.71	\$199.71
152923230007	1994 ASBURY ST	\$321.00	\$323.00
32923230071	2938 ASBURY ST	\$169.50	\$171.50
152923410023	1159 AUTUMN ST	\$170.06	\$172.06
122923240014	404 BROOKS AVE	\$157.51	\$159.51
112923240010	949 BROOKS AVE	\$121.65	\$123.65
102923240009	1401 BROOKS AVE	\$268.07	\$270.07
132923120016	311 BURKE AVE	\$355.76	\$357.76
152923120022	1307 BURKE AVE	\$368.21	\$370.21
152923210038	1398 BURKE AVE	\$360.24	\$362.24
142923320010	1849 CHATSWORTH ST	\$298.12	\$300.12
142923240017	1946 CHATSWORTH ST	\$261.62	\$263.62
112923230021	2465 CHURCHILL ST	\$146.57	\$148.57
22923330036	2749 CHURCHILL ST	\$126.10	\$128.10
22923320080	2846 CHURCHILL ST	\$135.24	\$137.24
82923440028	2255 CLEVELAND AVE	\$143.17	\$145.17
42923220012	3080 CLEVELAND AVE	\$170.09	\$172.09
132923120084	320 W CO RD B	\$568.00	\$570.00
142923210075	964 W CO RD B	\$413.90	\$415.90
152923110005	1204 W CO RD B	\$126.36	\$128.36
152923210004	1378 W CO RD B	\$304.73	\$306.73
122923420009	328 W CO RD B2	\$126.36	\$128.36
112923140055	651 W CO RD B2	\$145.36	\$147.36
112923140033	701 W CO RD B2	\$169.26	\$171.26
122923120009	364 CO RD C	\$124.42	\$126.42
122923210031	422 CO RD C	\$142.17	\$144.17
122923210032	430 CO RD C	\$165.66	\$167.66
12923340156	445 CO RD C	\$184.47	\$186.47
22923240056	885 CO RD C2	\$121.65	\$123.65
22923240061	937 CO RD C2	\$211.78	\$213.78
42923420005	1785 CENTENNIAL DR	\$129.90	\$131.90
22923440072	2721 DALE ST	\$142.52	\$144.52
22923440075	2743 DALE ST	\$189.32	\$191.32
32923420062	2835 DELLWOOD ST	\$221.01	\$223.01
152923420077	1874 DELLWOOD AVE	\$192.26	\$194.26

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102923120046	2575 DELLWOOD ST	\$130.37	\$132.37
132923430029	284 DIONNE AVE	\$329.03	\$331.03
152923130139	1236 DRAPER AVE	\$223.73	\$225.73
102923110019	2561 DUNLAP ST	\$154.78	\$156.78
142923110055	648 ELDRIDGE AVE	\$114.13	\$116.13
142923110077	659 ELDRIDGE AVE	\$330.65	\$332.65
152923210065	1368 ELDRIDGE AVE	\$477.51	\$479.51
132923140007	249 ELMER ST	\$372.37	\$374.37
82923340043	2224 EUSTIS ST	\$216.69	\$218.69
42923220100	3099 EVELYN ST	\$223.45	\$225.45
132923120041	2050 FARRINGTON ST	\$99.42	\$101.42
12923420063	2866 FARRINGTON ST	\$119.12	\$121.12
12923120030	3071 FARRINGTON CT	\$181.63	\$183.63
162923110013	2064 FRY ST	\$77.83	\$79.83
112923120040	2545 FISK ST	\$162.55	\$164.55
112923120013	2614 FISK ST	\$181.59	\$183.59
92923240004	2465 FAIRVIEW AVE	\$206.80	\$208.80
92923120020	2586 FAIRVIEW AVE	\$143.92	\$145.92
42923240044	2903 FAIRVIEW AVE	\$181.38	\$183.38
172923210008	2096 FAIRWAYS LN	\$186.33	\$188.33
132923310089	491 GLENWOOD AVE	\$438.38	\$440.38
152923440040	1200 GARDEN AVE	\$253.11	\$255.11
32923410046	2761 GRIGGS ST	\$198.60	\$200.60
32923410011	2806 GRIGGS ST	\$198.42	\$200.42
152923420125	1844 HAMLINE AVE	\$478.58	\$480.58
152923420049	1890 HAMLINE AVE	\$105.95	\$107.95
152923130042	1986 HAMLINE AVE	\$211.33	\$213.33
102923210062	2589 HAMLINE AVE STE A	\$132.57	\$134.57
32923430048	2646 HAMLINE AVE	\$113.55	\$115.55
32923430046	2660 HAMLINE AVE	\$68.91	\$70.91
32923430067	2700 HAMLINE AVE	\$198.38	\$200.38
32923340003	2745 HAMLINE AVE	\$139.87	\$141.87
132923120064	2059 HAND AVE	\$395.90	\$397.90
22923410019	715 HEINEL DR	\$78.49	\$80.49
22923410023	734 HEINEL DR	\$126.91	\$128.91
92923120078	2598 HERSCHEL ST	\$152.08	\$154.08
132923310098	462 HILLTOP AVE	\$288.04	\$290.04
132923320007	511 HILLTOP AVE	\$410.72	\$412.72
12923210089	3025 HIGHPOINT CURVE	\$178.84	\$180.84
152923420057	1890 HURON AVE	\$223.73	\$225.73
122923330003	590 HWY 36	\$325.39	\$327.39
112923340007	936 HWY 36	\$296.23	\$298.23
12923330003	528 IONA LN	\$185.50	\$187.50
32923120009	1265 JOSEPHINE RD	\$99.64	\$101.64
32923310022	1423 JUDITH AVE	\$186.36	\$188.36

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12923330025	2757 KENT ST	\$143.52	\$145.52
142923220065	2062 LEXINGTON AVE	\$329.84	\$331.84
122923310037	464 LOVELL AVE	\$308.78	\$310.78
122923310016	465 LOVELL AVE	\$85.30	\$87.30
112923320068	1046 LOVELL AVE	\$166.70	\$168.70
12923430045	2665 MATILDA ST	\$139.96	\$141.96
132923440005	182 MCCARRONS BLVD S	\$279.22	\$281.22
132923440038	210 MCCARRONS BLVD	\$234.29	\$236.29
132923310030	493 S MCCARRONS BLVD	\$300.28	\$302.28
132923130016	269 MCCARRONS BLVD	\$283.99	\$285.99
132923240056	391 MCCARRONS BLVD	\$278.84	\$280.84
12923330462	2650 MACKUBIN ST	\$485.98	\$487.98
42923240039	2926 MILDRED DR	\$214.44	\$216.44
52923230022	2524 MILLWOOD ST	\$128.08	\$130.08
12923130086	363 MILLWOOD AVE	\$133.80	\$135.80
22923130030	822 MILLWOOD AVE	\$259.71	\$261.71
42923140060	1650 MILLWOOD AVE	\$187.81	\$189.81
42923130040	1771 MILLWOOD AVE	\$161.08	\$163.08
122923440007	204 MINNESOTA AVE	\$261.80	\$263.80
122923440009	226 MINNESOTA AVE	\$701.14	\$703.14
122923420049	265 MINNESOTA AVE	\$335.01	\$337.01
122923310048	405 MINNESOTA AVE	\$264.82	\$266.82
12923140081	208 MAPLE LN	\$175.78	\$177.78
12923140082	216 MAPLE LN	\$149.59	\$151.59
122923140033	2486 MARION ST	\$199.81	\$201.81
12923410042	2795 MARION ST	\$154.86	\$156.86
112923340054	2207 NANCY PL	\$346.85	\$348.85
112923310031	2360 NANCY PL	\$329.84	\$331.84
102923110012	1149 OAKCREST AVE	\$138.47	\$140.47
52923210073	3006 OLD HWY 8	\$210.00	\$212.00
22923310017	937 ORCHARD LN	\$178.84	\$180.84
12923120002	317 OWASSO BLVD	\$135.46	\$137.46
12923120009	353 OWASSO BLVD	\$261.57	\$263.57
12923240132	472 OWASSO BLVD	\$122.26	\$124.26
12923230034	609 OWASSO BLVD	\$157.56	\$159.56
12923120035	3068 S OWASSO BLVD	\$118.15	\$120.15
22923130002	2982 W OWASSO BLVD	\$122.27	\$124.27
32923240066	2904 PASCAL ST	\$129.90	\$131.90
142923120051	798 PARKER AVE	\$311.66	\$313.66
32923340047	1434 RAMBLER RD	\$197.38	\$199.38
162923140013	1681 RIDGEWOOD LN NO	\$120.99	\$122.99
132923140015	1961 RICE ST	\$222.71	\$224.71
12923110007	3119 RICE ST	\$189.28	\$191.28
132923430005	295 ROMA AVE	\$260.58	\$262.58
152923430027	1272 ROMA AVE	\$335.20	\$337.20

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102923110047	1223 ROSE PL	\$177.76	\$179.76
82923140008	2421 ROSEGATE	\$107.20	\$109.20
132923230058	577 ROSELAWN AVE	\$270.31	\$272.31
152923410005	1140 ROSELAWN AVE	\$258.16	\$260.16
152923420001	1230 ROSELAWN AVE	\$154.71	\$156.71
162923130078	1745 ROSELAWN AVE	\$178.81	\$180.81
152923410106	1194 RUGGLES ST	\$266.80	\$268.80
132923230034	554 RYAN AVE	\$412.28	\$414.28
132923230055	578 RYAN AVE	\$368.14	\$370.14
152923140069	1150 RYAN AVE	\$262.97	\$264.97
152923130072	1264 RYAN AVE	\$381.54	\$383.54
162923130058	1742 RYAN AVE	\$231.37	\$233.37
112923140019	714 SEXTANT AVE	\$144.52	\$146.52
112923140011	715 SEXTANT AVE	\$146.04	\$148.04
162923220030	2006 SHARONDALE AVE	\$120.99	\$122.99
132923230077	558 SHRYER AVE	\$379.70	\$381.70
142923230024	1004 SHRYER AVE	\$130.17	\$132.17
152923130026	1317 SHRYER AVE	\$260.23	\$262.23
142923110023	651 SKILLMAN AVE	\$150.50	\$152.50
102923440099	1125 SANDHURST DR W	\$223.73	\$225.73
102923340017	1397 SANDHURST DR	\$461.91	\$463.91
122923310046	2306 SOUTHHILL DR	\$335.24	\$337.24
32923230017	2936 SIMPSON ST	\$199.36	\$201.36
32923230028	2951 SIMPSON ST	\$195.97	\$197.97
82923340019	2266 ST CROIX ST	\$138.91	\$140.91
32923340076	1427 TALISMAN CV	\$151.21	\$153.21
32923340074	1437 TALISMAN CV	\$213.49	\$215.49
12923310040	388 TERRACE DR	\$200.26	\$202.26
12923310042	406 TERRACE DR	\$154.32	\$156.32
12923310051	476 TERRACE DR	\$201.25	\$203.25
112923240037	918 TRANSIT AVE	\$132.58	\$134.58
112923230081	1016 TRANSIT AVE	\$168.22	\$170.22
102923230031	1475 TRANSIT AVE	\$130.30	\$132.30
82923130002	2323 TERMINAL RD # 1	\$2,609.04	\$2,611.04
82923130002	2323 TERMINAL RD # 2	\$2,225.78	\$2,227.78
142923310010	1829 VICTORIA ST	\$313.64	\$315.64
22923130047	2992 VICTORIA ST	\$209.35	\$211.35
12923410006	2857 WOODBRIDGE ST	\$179.16	\$181.16
12923110054	3075 WOODBRIDGE ST	\$177.94	\$179.94
22923220014	1045 WOODLYNN AVE	\$177.72	\$179.72
132923310042	1818 WOODRUFF AVE	\$311.38	\$313.38
132923120025	2051 WILLIAM ST	\$669.25	\$671.25
132923120021	2077 WILLIAM ST	\$277.24	\$279.24
162923130039	1988 WHEELER ST	\$152.08	\$154.08
122923240038	2417 WESTERN AVE	\$151.75	\$153.75

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122923210002	2623 WESTERN AVE	\$146.35	\$148.35
22923440052	738 WHEATON AVE	\$140.10	\$142.10
92923110004	2560 FRY ST	\$386.99	\$388.99
112923120025	750 CO RD C	\$156.88	\$158.88
112923230014	2468 LEXINGTON AVE	\$181.28	\$183.28
12923340141	413 CO RD C	\$189.28	\$191.28
132923110079	2066 WILLIAM ST	\$52.87	\$54.87
142923210076	940 W CO RD B	\$159.05	\$161.05
22923430038	833 CO RD C	\$151.08	\$153.08
112923340080	2203 VICTORIA ST	\$376.46	\$378.46
112923410015	711 GRANDVIEW AVE	\$142.40	\$144.40
42923120023	3024 FAIRVIEW AVE	\$216.45	\$218.45
132923110088	2120 WILLIAM ST	\$232.24	\$234.24
112923410067	703 COPE AVE	\$249.25	\$251.25
152923420065	1867 DELLWOOD AVE	\$153.81	\$155.81
12923440009	2713 WOODBRIDGE ST	\$135.24	\$137.24
52923210071	3020 OLD HWY 8	\$978.58	\$980.58
122923430034	335 SANDHURST DR W	\$214.22	\$216.22
152923240043	1446 SHRYER AVE	\$321.74	\$323.74
152923110010	1164 W CO RD B	\$321.34	\$323.34
42923130042	1716 STANBRIDGE AVE	\$169.90	\$171.90
82923430044	2223 W CO RD B	\$201.09	\$203.09
32923410003	2866 GRIGGS ST	\$136.60	\$138.60
12923320033	2820 HILLSCOURTE SOUTH	\$175.33	\$177.33
102923430005	1252 W HWY 36	\$458.46	\$460.46
122923420011	346 W CO RD B2	\$332.09	\$334.09
152923240086	1379 ROSELAWN AVE	\$742.96	\$744.96
32923420054	2806 DELLWOOD ST	\$133.26	\$135.26
12923430010	2687 GALTIER ST	\$192.34	\$194.34
132923230021	540 SHRYER AVE	\$330.25	\$332.25
12923140085	240 MAPLE LN	\$184.83	\$186.83
142923120017	851 PARKER AVE	\$276.20	\$278.20
112923320005	1016 W CO RD B2	\$332.72	\$334.72
152923110058	2083 LEXINGTON AVE	\$214.16	\$216.16
12923240119	2961 HIGHCOURTE	\$158.77	\$160.77
32923340002	1354 JUDITH AVE	\$154.09	\$156.09
122923340003	397 HWY 36	\$542.60	\$544.60
22923430033	795 TERRACE DR	\$161.38	\$163.38
142923230029	993 RYAN AVE	\$321.34	\$323.34
112923420086	795 COPE AVE	\$279.44	\$281.44
22923310053	2852 LAKEVIEW AVE	\$183.07	\$185.07
142923230005	1065 SHRYER AVE	\$262.61	\$264.61
112923340010	925 SHERREN ST	\$278.27	\$280.27
32923320045	1491 APPLEWOOD COURT	\$179.97	\$181.97
12923340035	395 WOODHILL DR	\$230.95	\$232.95

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12923410013	2801 WOODBRIDGE ST	\$209.44	\$211.44
142923330033	1067 DIONNE ST	\$336.95	\$338.95
112923230116	1063 W CO RD B2	\$184.08	\$186.08
152923230028	1942 SNELLING AVE	\$357.69	\$359.69
152923140042	1194 SHRYER AVE	\$116.30	\$118.30
142923230056	1941 CHATSWORTH ST	\$429.47	\$431.47
52923220084	3082 HIGHCREST RD	\$223.86	\$225.86
32923240040	2923 SHELDON ST	\$165.45	\$167.45
112923330050	2168 OXFORD ST	\$347.53	\$349.53
152923130008	1274 SKILLMAN AVE	\$143.33	\$145.33
142923210080	896 PARKER AVE	\$453.94	\$455.94
142923330001	1801 CHATSWORTH ST	\$138.53	\$140.53
12923410036	2841 MARION ST	\$182.71	\$184.71
52923220037	3072 PATTON RD	\$160.99	\$162.99
42923420026	1798 CENTENNIAL DR	\$129.81	\$131.81
102923110027	1106 OAKCREST AVE	\$131.86	\$133.86
102923430054	2226 DELLWOOD AVE	\$98.66	\$100.66
112923310015	924 W CO RD B2	\$262.21	\$264.21
112923410036	644 GRANDVIEW AVE	\$203.23	\$205.23
102923120040	1304 ROSE PL	\$150.55	\$152.55
152923410030	1901 LEXINGTON AVE	\$327.96	\$329.96
112923230067	2438 LEXINGTON AVE	\$160.25	\$162.25
142923330056	1765 CHATSWORTH ST	\$133.04	\$135.04
162923240090	1932 TATUM ST	\$136.75	\$138.75
122923330006	2222 DALE ST	\$194.48	\$196.48
32923240069	2924 PASCAL ST	\$167.44	\$169.44
122923140020	2501 WOODBRIDGE ST	\$203.86	\$205.86
152923410114	1191 GARDEN AVE	\$384.37	\$386.37
122923420091	2366 WESTERN AVE	\$283.27	\$285.27
12923130074	2958 FARRINGTON ST	\$191.03	\$193.03
12923140053	2923 NORTHVIEW ST	\$161.38	\$163.38
22923320002	2851 LAKEVIEW AVE	\$158.55	\$160.55
132923230025	527 RYAN AVE	\$130.00	\$132.00
152923140084	1129 ROSELAWN AVE	\$171.33	\$173.33
132923430017	295 DIONNE AVE	\$314.14	\$316.14
42923240042	2911 FAIRVIEW AVE	\$129.82	\$131.82
42923210055	3021 FAIRVIEW AVE	\$185.10	\$187.10
102923120054	2566 HAMLINE AVE	\$130.96	\$132.96
32923340027	1390 JUDITH AVE	\$206.97	\$208.97
22923220040	3092 LEXINGTON AVE	\$395.06	\$397.06
32923420072	2799 DELLWOOD ST	\$173.05	\$175.05
152923230036	1969 ASBURY ST	\$213.61	\$215.61
42923220057	1990 BRENNER AVE	\$427.85	\$429.85
12923330456	2662 MACKUBIN ST	\$153.87	\$155.87
122923240067	445 W CO RD B2	\$125.97	\$127.97

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132923110042	2052 ALBEMARLE ST	\$105.95	\$107.95
132923230028	555 RYAN AVE	\$487.00	\$489.00
132923310078	501 HILLTOP AVE	\$134.30	\$136.30
122923340021	415 W CO RD B	\$308.78	\$310.78
112923320015	1086 W CO RD B2	\$338.75	\$340.75
22923110021	3048 W OWASSO BLVD	\$194.64	\$196.64
122923340010	432 MINNESOTA AVE	\$347.21	\$349.21
122923340045	2239 COHANSEY BLVD	\$115.61	\$117.61
152923410001	1110 ROSELAWN AVE	\$340.46	\$342.46
112923430010	741 SHERREN ST	\$343.70	\$345.70
92923120097	2613 ALDINE ST	\$150.11	\$152.11
112923130039	763 W CO RD B2	\$185.23	\$187.23
152923210062	2115 HAMLIN AVE	\$339.47	\$341.47
112923420081	823 COPE AVE	\$304.33	\$306.33
132923130048	372 N MCCARRONS BLVD	\$270.12	\$272.12
12923420108	2788 WESTERN AVE	\$135.01	\$137.01
162923240062	1850 RYAN AVE	\$187.73	\$189.73
22923320010	2777 LAKEVIEW AVE	\$135.46	\$137.46
42923340002	2690 PRIOR AVE # 2	\$1,744.30	\$1,746.30
42923340002	2690 PRIOR AVE # 1	\$1,899.90	\$1,901.90
42923340002	2690 PRIOR AVE # 3	\$1,744.30	\$1,746.30
52923220092	3035 PATTON RD	\$223.37	\$225.37
22923340014	2734 LAKEVIEW AVE	\$139.78	\$141.78
52923220125	2422 BRENNER CT	\$165.46	\$167.46
142923110075	671 ELDRIDGE AVE	\$244.79	\$246.79
122923440015	2234 MARION ST	\$295.88	\$297.88
132923440003	192 MCCARRONS BLVD	\$124.01	\$126.01
32923410008	2828 GRIGGS ST	\$123.76	\$125.76
112923340056	979 W CO RD B	\$229.73	\$231.73
112923410045	681 LOVELL AVE	\$217.44	\$219.44
152923210025	1391 BURKE AVE	\$164.80	\$166.80
132923230072	1990 DALE ST	\$313.24	\$315.24
102923120061	1294 OAKCREST AVE	\$134.61	\$136.61
132923110002	158 W CO RD B	\$358.10	\$360.10
152923130007	1266 SKILLMAN AVE	\$294.25	\$296.25
132923430022	1748 GALTIER ST	\$121.37	\$123.37
112923330060	2230 LEXINGTON AVE	\$142.43	\$144.43
132923310049	1839 WESTERN AVE	\$327.64	\$329.64
112923120070	2586 GROTTO ST	\$175.56	\$177.56
22923330057	990 WOODHILL DR	\$149.41	\$151.41
32923130064	1303 W CO RD C2	\$149.82	\$151.82
112923230028	2468 CHURCHILL ST	\$151.89	\$153.89
112923130040	757 W CO RD B2	\$148.03	\$150.03
42923130003	1724 LYDIA AVE	\$142.18	\$144.18
122923340036	2186 BOSSARD DR	\$310.28	\$312.28

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152923120025	1285 BURKE AVE	\$149.72	\$151.72
12923110003	195 WOODLYNN AVE	\$161.26	\$163.26
152923130099	1292 DRAPER AVE	\$362.72	\$364.72
142923140018	682 SHRYER AVE	\$391.98	\$393.98
32923340032	1424 JUDITH AVE	\$146.53	\$148.53
162923110079	2151 SNELLING AVE	\$712.55	\$714.55
32923240087	2966 SIMPSON ST	\$180.79	\$182.79
162923120050	1746 SKILLMAN AVE	\$77.04	\$79.04
172923130011	2200 NO ROSEWOOD LN	\$128.67	\$130.67
112923310057	976 LOVELL AVE	\$370.25	\$372.25
122923130003	2496 MATILDA ST	\$183.25	\$185.25
152923130096	1293 DRAPER AVE	\$241.43	\$243.43
12923420038	2837 MATILDA ST	\$190.05	\$192.05
152923110056	1120 ELDRIDGE AVE	\$324.04	\$326.04
112923310071	2319 VICTORIA ST	\$57.70	\$59.70
32923340080	1403 TALISMAN CV	\$150.27	\$152.27
142923320071	1856 LEXINGTON AVE	\$286.87	\$288.87
132923120029	2060 GIESMAN ST	\$142.40	\$144.40
102923240033	2490 SHELDON ST	\$117.19	\$119.19
52923230037	2994 OLD HWY 8	\$204.40	\$206.40
112923430044	772 SANDHURST DR W	\$285.57	\$287.57
112923230110	1093 W CO RD B2	\$158.73	\$160.73
22923410037	629 TERRACE DR	\$172.81	\$174.81
22923440020	704 TERRACE DR	\$171.73	\$173.73
32923210072	1457 BRENNER AVE	\$56.25	\$58.25
112923420060	761 LOVELL AVE	\$257.17	\$259.17
102923440089	1175 W CO RD B	\$316.94	\$318.94
142923440016	685 ROMA AVE	\$286.95	\$288.95
32923340042	1389 RAMBLER RD	\$130.96	\$132.96
152923110064	1121 SKILLMAN AVE	\$273.77	\$275.77
112923140064	2469 DALE ST	\$110.80	\$112.80
12923330420	2731 MACKUBIN ST #39	\$144.73	\$146.73
12923340150	433 CO RD C	\$139.47	\$141.47
12923330380	540 WOODHILL DR #73	\$144.78	\$146.78
102923430013	2225 FERNWOOD ST	\$227.23	\$229.23
42923120028	1801 LYDIA AVE	\$164.31	\$166.31
12923340114	2647 WESTERN AVE	\$145.67	\$147.67
152923430023	1244 ROMA AVE	\$168.72	\$170.72
132923230085	544 RYAN AVE	\$163.55	\$165.55
142923110005	724 W CO RD B	\$361.43	\$363.43
52923230029	2529 MAPLE LN	\$210.56	\$212.56
122923430020	325 CAPITOL VIEW ST	\$268.28	\$270.28
102923440032	1145 LAURIE RD	\$138.94	\$140.94
112923310039	946 GRANDVIEW AVE	\$154.55	\$156.55
152923420052	1911 HURON AVE	\$304.33	\$306.33

More than 90 days past due as of
12/31/2016

Schedule A
Delinquent Accounts 2nd Qtr 2017
for 2018 Tax Year

City of Roseville, MN
5/16/17

12923420007	2827 GALTIER ST	\$179.07	\$181.07
112923310021	970 W CO RD B2	\$299.81	\$301.81
152923430032	1695 FERNWOOD AVE	\$387.04	\$389.04
142923220086	1008 PARKER AVE	\$343.33	\$345.33
32923240025	2903 HAMLINE AVE	\$300.51	\$302.51
12923220022	3053 LITTLE BAY RD	\$185.07	\$187.07
142923210056	2067 VICTORIA ST	\$282.33	\$284.33
142923110079	645 ELDRIDGE AVE	\$295.82	\$297.82
152923130081	1286 RYAN AVE	\$195.90	\$197.90
32923230053	2957 ARONA ST	\$136.23	\$138.23
132923240059	425 MCCARRONS BLVD	\$238.13	\$240.13
142923210095	892 W CO RD B	\$223.73	\$225.73
122923310044	415 SOUTHHILL DR	\$334.86	\$336.86
152923240090	1935 HAMLINE AVE	\$363.29	\$365.29
112923320065	1058 LOVELL AVE	\$268.37	\$270.37
162923110076	2086 SAMUEL ST. #8	\$152.83	\$154.83
152923130034	1306 SHRYER AVE	\$329.48	\$331.48
132923210027	387 ELDRIDGE AVE	\$282.46	\$284.46
112923420043	778 GRANDVIEW AVE	\$105.92	\$107.92
102923440038	1193 LAURIE RD	\$254.56	\$256.56
102923240094	1357 W CO RD B2	\$170.79	\$172.79
142923320048	1854 OXFORD ST	\$137.82	\$139.82
112923230106	1065 W CO RD B2	\$149.80	\$151.80
122923110023	2571 RICE ST	\$109.25	\$111.25
152923230023	2030 SNELLING AVE	\$134.26	\$136.26
152923110061	2061 LEXINGTON AVE	\$57.26	\$59.26
142923220008	1040 W CO RD B	\$295.42	\$297.42
92923110040	2619 CHARLOTTE ST	\$163.57	\$165.57
12923320032	2830 HILLSCOURTE SOUTH	\$150.49	\$152.49
22923110041	3085 W OWASSO BLVD	\$133.35	\$135.35
22923130017	2939 W OWASSO BLVD	\$164.44	\$166.44
172923130039	2222 DRAPER AVE	\$129.63	\$131.63
152923430030	1294 ROMA AVE	\$317.26	\$319.26
12923340111	2673 WESTERN AVE	\$119.84	\$121.84
132923130024	310 ELMER ST	\$177.01	\$179.01
132923230038	545 ROSELAWN AVE	\$223.73	\$225.73
122923230016	2446 DALE ST	\$153.33	\$155.33
152923240089	1357 ROSELAWN AVE	\$303.83	\$305.83
132923310083	445 GLENWOOD AVE	\$300.42	\$302.42
142923330048	1719 CHATSWORTH ST	\$323.52	\$325.52
112923430052	835 W CO RD B	\$281.34	\$283.34
12923430032	2752 MATILDA ST	\$114.74	\$116.74
12923330388	2731 MACKUBIN ST #19	\$146.56	\$148.56
142923120016	2112 VICTORIA ST	\$56.12	\$58.12
122923140025	2485 WOODBRIDGE ST	\$153.64	\$155.64

More than 90 days past due as of
12/31/2016

Schedule A
Delinquent Accounts 2nd Qtr 2017
for 2018 Tax Year

City of Roseville, MN
5/16/17

12923230022	577 OWASSO BLVD	\$127.90	\$129.90
132923110081	2088 WILLIAM ST	\$130.45	\$132.45
102923230042	2433 SIMPSON ST	\$129.56	\$131.56
112923430046	756 SANDHURST DR W	\$334.88	\$336.88
122923430066	325 W CO RD B	\$311.40	\$313.40
32923320186	2789 ARONA ST	\$138.56	\$140.56
12923330394	2731 MACKUBIN ST #24	\$259.64	\$261.64
12923430013	2665 GALTIER ST	\$253.95	\$255.95
32923340059	1392 RAMBLER RD	\$249.90	\$251.90
12923410002	2815 RICE ST	\$2,674.79	\$2,676.79
162923140014	1693 RIDGEWOOD LN NO	\$997.18	\$999.18
12923140083	224 MAPLE LN	\$332.99	\$334.99
112923320062	1060 LOVELL AVE	\$304.64	\$306.64
32923240052	2930 ALBERT ST	\$209.00	\$211.00
142923320068	1866 LEXINGTON AVE	\$266.77	\$268.77
32923230034	2911 SIMPSON ST	\$190.00	\$192.00
12923140019	2980 WOODBRIDGE ST	\$212.58	\$214.58
112923340025	958 SHERREN ST	\$144.92	\$146.92
22923330015	1015 WOODHILL DR	\$232.53	\$234.53
22923320114	2871 LAKEVIEW AVE	\$190.00	\$192.00
132923110108	2082 ALBEMARLE ST	\$228.28	\$230.28
92923110029	2545 CHARLOTTE ST	\$190.00	\$192.00
12923330020	2755 MACKUBIN ST	\$190.00	\$192.00
112923320019	1079 GRANDVIEW AVE	\$212.58	\$214.58
12923330005	544 IONA LN	\$190.00	\$192.00
112923230084	990 TRANSIT AVE	\$190.00	\$192.00
152923240001	2033 HAMLINE AVE	\$203.53	\$205.53
112923340006	941 SHERREN ST	\$197.43	\$199.43
		\$97,284.09	\$98,076.09

More than 90 days past due as of
12/31/2016

Schedule A
Delinquent Accounts 2nd Qtr 2017
for 2018 Tax Year

City of Roseville, MN
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More than 90 days past due as of
12/31/2016

Schedule A
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for 2018 Tax Year

City of Roseville, MN
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for 2018 Tax Year

City of Roseville, MN
5/16/17

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for 2018 Tax Year

City of Roseville, MN
5/16/17

More than 90 days past due as of
12/31/2016

Schedule A
Delinquent Accounts 2nd Qtr 2017
for 2018 Tax Year

City of Roseville, MN
5/16/17

More than 90 days past due as of
12/31/2016

Schedule A
Delinquent Accounts 2nd Qtr 2017
for 2018 Tax Year

City of Roseville, MN
5/16/17

t due as of December 31, 2016

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: May 22, 2017
Item No.: 9.f

Department Approval



City Manager Approval



Item Description: Receive Authorization to Accept Minnesota Department of Commerce Grant Funds- Auto Theft Prevention Through Enhanced Crime Analysis

BACKGROUND

The Roseville Police Department requested funding from the Minnesota Department of Commerce, Division of Insurance Fraud Prevention Auto Theft Prevention Program to enhance its current multi-prong approach to addressing automobile theft, a crime that remains a financial and emotional burden to Roseville residents, visitors and business owners. The Department has received past Department of Commerce funding to employ innovative approaches to addressing auto theft. Past funding successes have included implementing an Automated License Plate Recognition (ALPR) system; fully outfitting a Bait Car currently in use, officer-lead auto theft IMPACT details and purchasing evidence equipment to process fingerprints. RPD plans to incorporate and build upon past successes, focusing efforts on preventing auto thefts through enhanced crime analysis.

According to statistics compiled by the Minnesota Bureau of Criminal Apprehension (BCA), 159 motor vehicle thefts were reported from the beginning of 2015 through the end of 2016 (88 in 2015 and 76 in 2016). Based on the estimated 2015 population of Roseville (34,948; US Census) and assuming that residents (not visitors) are victims; the auto theft rate is 251.8 per 100,000 residents, or 1 of every 397 residents; which is much higher than the average given for the Midwest, per the FBI, at 190.4 per 100,000 residents. Referring to the FBI's average valuation of \$5,972 per stolen vehicle in 2016, Roseville residents and visitors incurred an estimated \$979,408 in losses associated with auto theft during the years of 2015 and 2016. In addition, the perception of safety decreases in the community and can discourage residents, shoppers, and visitors from patronizing the commercial district generating further economic damage.

The combination of the negative economic impact and the perceived risk and associated trauma of victimization in the Roseville community is why Roseville Police would like to employ an elevated effort to prevent auto thefts. This effort utilizes the Department's newly hired Police Investigative Aide to focus efforts on data-driven auto theft crime analysis. Employing data-driven tactical and strategic auto theft analysis techniques will enhance investigative activities and information sharing, increasing auto theft recoveries, arrests and public awareness with the overall goal of reducing the incidence and impact of automobile thefts in the City of Roseville.

On April 19, 2017, the Department was awarded \$36,036.00 in grant funds to increase the Police

Investigative Aide's salary by .25 FTE over the grant term (July 1, 2017 through June 30,2019) to perform specified auto theft crime analysis techniques, information sharing and outreach- See Attachment A.

The Roseville Police Department plans to match the Minnesota Department of Commerce grant award, utilizing forfeiture funds throughout the term of the grant to complement the auto theft prevention grant and maximize the Investigative Aide's job duties, bringing the position to 1.0FTE. The Roseville City Attorney supports the use of forfeiture funds for this purpose.

Should grant outcomes be successful, as is expected, the Department intends to reapply for future Minnesota Department of Commerce auto theft prevention funds with continued focus on enhanced crime analysis.

PROPOSED ACTION

Allow the Roseville Police Department to accept the \$36,036.00 in grant funds to be used as requested. Employing data-driven tactical and strategic auto theft analysis techniques will enhance investigative activities and information sharing, increasing auto theft recoveries, arrests and public awareness with the overall goal of reducing the incidence and impact of automobile thefts in the City of Roseville.

BUDGET IMPLICATIONS

There is no cost to the City of Roseville throughout the grant term. While there is no match required by this grant; the Department plans to utilize forfeiture funds to match the award bringing the Investigative Aide's position to 1.0FTE throughout the grant term.

STAFF RECOMMENDATION

Allow the Roseville Police Department to accept the Minnesota Department of Commerce grant funding thereby allowing commencement of agreed upon grant related activities by July 1, 2017.

REQUESTED COUNCIL ACTION

Authorize the Mayor and City Manager to sign the attached copy of the State of Minnesota Grant Contract (see Attachment A) thereby allowing the City of Roseville to accept the grant funding and proceed with employing enhanced auto theft analysis techniques in accordance with the specified tasks and line-item budget approved by the State of Minnesota.

Prepared by: Sarah Mahmud

Attachments: A: State of Minnesota Grant Contract

STATE OF MINNESOTA GRANT CONTRACT

123803

This grant contract is between the State of Minnesota, acting through its Commissioner of Commerce ("State") and the Roseville Police Department, 2660 Civic Center Drive, Roseville, MN 55113 ("Grantee").

Recitals

1. Under Minn. Stat. § 299A.01 and § 65B.84, the State is empowered to enter into this grant.
2. The State is in need of projects to reduce the incidence of automobile theft and has made grant awards pursuant to its Request for Proposals.
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State. Pursuant to Minnesota Statutes §16B.98 Subdivision 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Contract

1 Term of Grant Contract

- 1.1 **Effective date:** July 1, 2017, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.

The Grantee must not begin work under this grant contract until this contract is fully executed and the Grantee has been notified by the State's Authorized Representative to begin the work.

- 1.2 **Expiration date:** June 30, 2019, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15 Data Disclosure.

2 Grantee's Duties

- 2.1 **Activities.** The Grantee, who is not a state employee, will perform project activities in accordance with the specified tasks and line-item budget approved by the State, which is attached and incorporated into this contract as Exhibit A, and will comply with required grants management policies and procedures set forth through Minn.Stat. §16B.97, Subd. 4(a)(1).

- 2.2 **Reporting Requirements.** Grantee shall report to the State as specified in the Grant Manual of the Office of Justice Program, which is posted online at https://dps.mn.gov/divisions/ojp/grants/Documents/Grant_Manual.pdf and is incorporated by reference into this grant contract.

- (1) **Financial Reporting.** Grantee shall submit a financial reporting form to the State's Authorized Representative utilizing the format identified by the State within 30 days after the end of the reporting period.
- (2) **Progress Reporting.** Grantee shall use forms prescribed by the State to submit a quarterly progress detailing progress achieved towards the accomplishment of the program goals and objectives within 30 days after the end of the reporting period.
- (3) **Other Requirements.** Grantee shall submit such other reports and attend meetings and training as State shall reasonably request.
- (4) **Evaluation.** The State shall have the authority, during the course of this grant period, to conduct evaluations of the performance of the Grantee.
- (5) **Requirement Changes.** The State may modify or change all reporting forms at its discretion during the grant period.
- (6) **Special Requirements.** The State reserves the right to include in the grant, at any time during the term of the grant, special administrative requirements deemed necessary to assure the Grantee's successful implementation of the program. The State will notify the Grantee in writing of any special administrative requirements.

3 Time

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, time is of the essence.

4 Consideration and Payment

4.1 **Consideration.** The State will pay for all services performed by the Grantee under this grant contract as follows:

(a) **Compensation.** The Grantee will be reimbursed for activities and budget amounts according to the line-item budget approved by the state in Exhibit A:

(1) \$17,745.00 is available for fiscal year 2018

(2) \$18,291.00 is available for fiscal year 2019

Grant funds available for fiscal year 2018 are permitted to be carried forward into fiscal year 2019 only upon written request and with written approval in advance by the State's Authorized Representative.

(b) **Line-item Changes.** Expenditures specified in Exhibit A may not be moved from one line-item to another unless in accordance with the requirements listed below:

- (1) Any changes to the line-item budget must advance the purpose of the Automobile Theft Prevention Grant Program and must remain within the total dollar amount available for each fiscal year.
- (2) Any fund transfers which exceed an annual amount of \$10,000 must be approved in advance by the State's Authorized Representative, and will not be effective until an amendment to this Agreement has been executed.
- (3) Total annual transfers of more than ten (10) percent of the amount from one line-item to another line-item must be approved in advance by the State's Authorized Representative, and will not be effective until an amendment to this Agreement has been executed.
- (4) Total annual transfers of ten (10) percent or less of the amount from one line-item to another line-item, and which do not exceed an annual amount of \$10,000, are permitted without the approval of the State's Authorized Representative. Transfers to a newly created line-item are not permitted. At least ten business days prior to any transfer made under this clause, the Grantee must inform the State's Authorized Representative in writing of the specific changes to be made.
- (5) The State may refer approval requests for line-item transfer(s) to the Automobile Theft Prevention Advisory Board to review for reasonableness.

(c) **Travel Expenses.** Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant contract will not exceed the amount identified and approved for travel in Exhibit A; provided that the Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.

(d) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed \$36,036.00.

4.2 Payment

(a) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely upon completion of services, but not more often than monthly. The state fiscal year is July 1 to June 30 of each year. Amounts submitted on each invoice must reflect goods ordered and services rendered prior to June 30 of each fiscal year. The final invoice pertaining to each state fiscal year of this grant contract must be received by the close of business on July 31 following the end of the fiscal year.

(b) The Grantee must promptly return to the State any unexpended funds that have not been accounted for in a financial report to the State due at grant closeout.

4.3 Contracting and Bidding Requirements. Per Minn. Stat. §471.345, grantees that are municipalities as defined in Subd. 1 must do the following if contracting funds from this grant contract agreement for any supplies, materials, equipment or the rental thereof, or the construction, alteration, repair or maintenance of real or personal property:

- (a) If the amount of the contract is estimated to exceed \$100,000, a formal notice and bidding process must be conducted in which sealed bids shall be solicited by public notice. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2);
- (b) If the amount of the contract is estimated to exceed \$25,000 but not \$100,000, the contract may be made either upon sealed bids or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding. All quotations obtained shall be kept on file for a period of at least one year after receipt thereof. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2) and paragraph (c);
- (c) If the amount of the contract is estimated to be \$25,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the governing body. If the contract is made upon quotation it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after their receipt. Alternatively, municipalities may award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2);
- (d) Support documentation of the bidding process utilized to contract services must be included in the grantee's financial records, including support documentation justifying a single/sole source bid, if applicable;
- (e) For projects that include construction work of \$25,000 or more, prevailing wage rules apply per; Minn. Stat. §§177.41 through 177.44 consequently, the bid request must state the project is subject to *prevailing wage*. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals.

5 Conditions of Payment

All services provided by the Grantee under this grant contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 Authorized Representative

The State's Authorized Representative is Brandon Johnson, Grant Manager, 85-7th Place E, St. Paul, MN, 651-539-1611, or his successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is Sarah Mahmud, 2660 Civic Center Drive, Roseville, MN 55113, 651-792-7008. If the Grantee's Authorized Representative changes at any time during this grant contract, the Grantee must immediately notify the State.

7 Assignment, Amendments, Waiver, and Grant Contract Complete

- 7.1 **Assignment.** The Grantee shall neither assign nor transfer any rights or obligations under this grant contract without the prior written consent of the State, approved by the same parties who executed and approved this grant contract, or their successors in office.
- 7.2 **Amendments.** Any amendments to this grant contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.
- 7.3 **Waiver.** If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.
- 7.4 **Grant Contract Complete.** This grant contract contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

8 Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.

9 State Audits

Under Minn. Stat. §16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10 Government Data Practices and Intellectual Property

- 10.1. **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.
- 10.2. **Intellectual Property Rights.** Grantee represents and warrants that materials produced or used under this grant contract do not and will not infringe upon any intellectual property rights of another, including but not limited to patents, copyrights, trade secrets, trade names, and service marks and names. Grantee shall indemnify and defend the State, at Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the materials infringe upon the intellectual property rights of another. Grantee shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages including, but not limited to reasonable attorneys' fees arising out of this grant contract, amendments and supplements thereto, which are attributable to such claims or actions.

If such a claim or action arises, or in Grantee's or the State's opinion is likely to arise, Grantee shall, at the State's discretion, either procure for the State the right or license to continue using the materials at issue or replace or modify the allegedly infringing materials. This remedy shall be in addition to and shall not be exclusive to other remedies provided by law.

11 Workers' Compensation

The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 Publicity and Endorsement

12.1 Publicity. Any publicity regarding the subject matter of this grant contract must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract.

12.2 Endorsement. The Grantee must not claim that the State endorses its products or services.

13 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract. Venue for all legal proceedings out of this grant contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 Termination

14.1 Termination by the State. The State may immediately terminate this grant contract with or without cause, upon 30 days written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro-rata basis, for services satisfactorily performed.

14.2 Termination for Cause. The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.3 Termination for Insufficient Funding. The State may immediately terminate this grant contract if:

- a) It does not obtain funding from the Minnesota Legislature; or
- b) If funding cannot be continued at a level sufficient to allow for the payment of the services covered here.
- c) Termination must be by written notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro-rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

15 Data Disclosure

Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

Signed: _____

Date: _____

SWIFT Contract/PO No(s): _____

4/18/17
123803
Future FY18 Encumbrance

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

3. STATE AGENCY

By: _____
(with delegated authority)

Title: _____

Date: _____

EXHIBIT A

Roseville Police Department			
	Approved FY 2018	Approved FY 2019	Total Approved
Personnel			
Investigative Aide 0.5 FTE	\$ 13,000.00	\$ 13,400.00	\$ 26,400.00
Payroll Taxes & Fringe			
Investigative Aide 0.5 FTE	\$ 4,745.00	\$ 4,891.00	\$ 9,636.00
	\$ 17,745.00	\$ 18,291.00	\$ 36,036.00

