

CITY OF ANNANDALE COUNCIL MEETING AGENDA

Meeting #8
Regular Meeting
City Council Chambers

May 9, 2022
6:30 P.M.

Mayor: Shelly Jonas
Councilmember's: Matthew Wuollet
Corey Czycalla
Tina Honsey
JT Grundy

For those who would like to view or listen to the public meeting, there are two options:

Online: <https://us02web.zoom.us/j/85917785861?pwd=elR5T3BKb1IvWjY2Z0ZQekhHejQzZz09>

Or Telephone: 312-626-6799

Webinar ID: 859 1778 5861

Passcode: 509964

1. CALL TO ORDER/ROLL CALL/ADOPT AGENDA
2. [APPROVAL OF MINUTES](#)
3. RECOGNITION OF RETIREMENTS
4. VISITOR'S
 - A. [Annandale Farmer's Market](#)
5. PUBLIC HEARING
 - A. [Well Head Protection Plan](#)
6. OPEN FORUM
7. CONSENT AGENDA
 - A. [Approve Auditing Claims](#)
 - B. [Approve Departments Reports](#)
 - C. [Employment Anniversaries](#)
 - D. [Resolution Declaring Intent to Include Property in TIF District](#)
 - E. [Zoning Ordinance Amendment- Roof Amendment](#)
 - F. [MN Lawful Gambling Application- South Haven Sportsmen Club \(Boy Scouts 4th Bingo\)](#)
 - G. [Revised Cemetery Plat](#)
 - H. [Special Events](#)
8. REMOVED CONSENT ITEMS

9. UNFINISHED BUSINESS

10. NEW BUSINESS

- A. [Zoning Appeal- Fischer](#)
- B. [Resolution Approving Variance- Jonas](#)
- C. [Concept Plan- Gary Stang](#)
- D. [Triplett Farms 4th Addition](#)
- E. [Joint Resolution OAA with Corinna Township](#)
- F. [Request Sale of Squad Vehicle- Police Department](#)

10. MAYOR/COUNCIL REPORTS

11. ADJOURNMENT

MINUTES
ANNANDALE CITY COUNCIL
April 11, 2022

CALL TO ORDER/ROLL CALL: The City Council of Annandale, Minnesota met for a regular meeting on April 11 14, 2022 at 6:30 p.m. at the City Hall Council Chambers. Mayor Jonas called the meeting to order at 6:30 p.m.

City Council Present: Jonas, Honsey, Wuollet, Czycalla, Grundy. City Council members absent: None. Also, present were Administrator Hinnenkamp, Christine Husom, Jerry and Kindra Liebhard, Jim Marsh, Steve Grittman and the Annandale Advocate.

SET AGENDA: Staff requested the following additions: Item E under New Business, Extension of Purchase Agreement. A motion was made by Wuollet and seconded by Honsey to adopt the agenda. The motion carried unanimously.

All motions are approved unanimously unless otherwise noted.

MINUTES: A motion was made by Honsey and seconded by Czycalla, to approve the minutes of the March 14, 2022 meeting.

VISITORS:

Christine Husom updated the Council regarding projects at Wright County

PUBLIC HEARINGS: NONE

OPEN FORUM:

Brian Krebsbach, Thayer- Asked if the Thayer could modify their hours for music May-Sat. They are going to be looking at only providing music on Friday and Saturday nights. Hinnenkamp explained since there was no request to extend beyond the allowed times, there is not need for any action.

Jerry Liebhard- Expressed concerns with properties that are not in compliance with city code on main street.

CONSENT AGENDA:

Council removed item G under Consent. A motion was made by Czycalla and seconded by Wuollet, to approve the Consent Agenda with the contingency added to the Wedding Event approval that the Concerts in the Park is not a conflict.

- A. Approve Auditing Claims
- B. Approve Departments Reports
- C. Resolution 22-14 Establishing Precinct Boundaries
- D. Approve Resignation of Firefighter- Schaufler
- E. Approval of Tobacco License- Rendezvous

- F. Special Event Application- Cruise In
- ~~G. Zoning Ordinance Amendments~~
- H. PD Appointment- Herr
- I. PD Position with Functional Industries
- J. Reserve Coordinator Stipend Increase
- K. Resolution approving Triplet Farms Plat Extension

REMOVED CONSENT ITEMS: NONE

G. Zoning Ordinance Amendments- Council reviewed the proposed Ordinance Amendments individually. City Planner Steve Grittman provided a summary of each proposed amendment.

Ordinance 388- Limited keeping of Chickens- A motion as made by Wuollet and seconded by Jonas to adopted Ordinance 388 and Resolution 22-15 Summary Ordinance. Motion was approved on a 4-1 Vote with Czycalla voting against.

Ordinance 389- Park Dedication- A motion as made by Honsey and seconded by Grundy to adopted Ordinance 389 and Resolution 22-16 Summary Ordinance to amend the City's park land dedication requirements.

Ordinance 390- Performance Standards- A motion as made by Wuollet and seconded by Honsey to adopted Ordinance 390 and Resolution 22-17 Summary Ordinance to amend the City's Performance Standards.

Ordinance 391- Natural Resources Protection Plan- A motion as made by Grundy and seconded by Wuollet to adopted Ordinance 391 and Resolution 22-18 Summary Ordinance to amend the Natural Resources Protection Plan.

UNFINISHED BUSINESS: NONE

NEW BUSINESS:

Purchase of Fire gear and Equipment- A motion was made by Wuollet and seconded by Honsey to approve the purchase of the Fire Gear and Equipment as presented.

Update on Farm Site- Haller provided an update on the farm site. A proposal was presented for the removal of the asbestos and capping of the well. A motion was made by Czycalla and seconded by Grundy to approve both proposals as presented.

Resolution 22-20 Electing Standard Allowance for ARPA Funds- A motion was made by Grundy and seconded by Wuollet to approve the resolution s presented. ROLL CALL: Ayes: Honsey, Wuollet, Grundy, Czycalla, Jonas. Nays: None. Absent: None. Abstain: None. Resolution 22-20 adopted on a 5-aye, 0-nay, 0-absent, 0-abstain vote.

Resolution 22-21 Rejecting Bids- A motion was made by Grundy and seconded by Czycalla to approve Resolution 22-21 Rejecting Bids for the Hemlock project due to the receipt of federal

funds. ROLL CALL: Ayes: Honsey, Wuollet, Grundy, Czycalla, Jonas. Nays: None. Absent: None. Abstain: None. Resolution 22-21 adopted on a 5-aye, 0-nay, 0-absent, 0-abstain vote.

Extend Purchase Agreement with property in Business Park- Glanzer- a motion was made by Czycalla and seconded by Wuollet to extend the deadline to close per the terms of the purchase agreement to July 11, 2022.

MAYOR/COUNCIL REPORTS:

None

ADJOURNMENT:

Moved by Czycalla seconded by Honsey to adjourn. The meeting was adjourned at 8:45 pm.

Shelly Jonas, Mayor

ATTEST:

Kelly Hinnenkamp, City Administrator

MINUTES
ANNANDALE BOARD OF ADJUSTMENT AND APPEALS
April 11, 2022

CALL TO ORDER/ROLL CALL: Pursuant to due call and notice the City Council of Annandale, Minnesota met for the annual Board of Adjustment and Appeals on April 11, 2022 at 6:30 p.m.. Mayor Jonas called the meeting to order at 6:30 p.m.

City Council Present: Councilmember's Czycalla, Wuollet, Grundy, Honsey and Mayor Jonas.
Absent: None. Also present were Lori Thingvold and Adam Bloomquist from the Wright County Assessors Department, City Administrator Hinnenkamp, Jim Otto, Sam Weber and other members of the public.

Adopt Agenda- A motion was made by Czycalla and seconded by Wuollet to adopt the agenda as presented. Motion was approved unanimously.

All motions are approved unanimously unless otherwise noted.

2022 Assessment

Wright County Assessors Lori Thingvold and Adam Bloomquist provided an update on the City of Annandale 2022 Assessment.

The following appeals were considered:

PID- 102-500-301100, owner Jim Otto appealed valuation of empty parcel. Otto was upset he was unable to attend the hearing last year due to COVID. Argued there is no market for his property because there are only 6 adjacent land owners. Bloomquist state it was valued as an extension of his existing parcel. No action was taken.

PID- 102-500-193324, owner Sam Weber state he has seen 2 years of large increases in his property. Stated he was attending to learn more about the process. There was no action taken.

ADJOURNMENT

Moved by Grundy, seconded by Honsey, to adjourn. Motion carried unanimously.

Shelly Jonas, Mayor

ATTEST:

Kelly Hinnenkamp, City Administrator

April 21, 2022

Dear Mayor Jonas; Councilmembers Wuollet, Czycalla, Grundy, and Honsey; and City Administrator Kelly Hinnenkamp,

The Discover Downtown Committee of ACT is submitting this letter to seek approval to operate the Annandale Farmers Market (AFM) in its 15th season. We plan to operate the market this year for 16 weeks from June 11th through September 24th. The market is open to the public Saturday mornings 8 am until 12 pm at the City Hall Square parking lot. To accommodate market setup and takedown, we would like to use the requested space from 7 am to 1 pm.

Discover Downtown and the Annandale Farmers Market propose the following to operate the market in 2022:

- The entrance to the City parking lot, as well as the back of the market, will be blocked to traffic by orange cones. The handicap accessible spots in front of In Hot Water and two spots in front of Lake Country Deck and Fence will still be accessible to motorists.
- We request, as usual, that the City allow us to have banners at both the east and west ends of town on Highway 55 next to the Welcome to Annandale signs, along with a small banner on the fence of Clock Tower Park. These signs will remain up during the season and will be removed shortly after the last market of the season.
- We are also requesting (as in previous years) that a garbage can be left by the City for use during the market, which will be left on the side of the City Hall front door after the market is closed.
- The market will adhere to all requirements from the Minnesota Department of Agriculture that apply to operating farmer's markets in Minnesota.
- The market will also follow guidelines regarding public health at farmers markets as outlined by the Minnesota Farmers Market Association.

Thank you for your consideration.

Corry Bregendahl, AFM Coordinator and Market Manager representing
Annandale Farmers Market Steering Committee and Vendors

Judy Grabham and Marlene Young, Co-Chairs
Discover Downtown Committee of ACT

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: May 9, 2022	Agenda No. 5A
Agenda Section: Public Hearing	Item: Resolution Approving Wellhead Protection Plan- Part 2	
<p>BACKGROUND: The City is required to hold a hearing on the amendments to the Wellhead Protection Plan. Attached is a memo from the City Engineer and the resolution approving the amendment.</p> <p>Use this link to access the full plan: Wellhead Protection Plan- Part 2</p> <p>RECOMMENDATION Will be discussed at the meeting</p>		



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MEMORANDUM

Date: May 5, 2022
To: Honorable Mayor Jonas
Members of the City Council, City of Annandale
From:  Jared Voge, P.E.
City Engineer
Subject: Wellhead Protection Plan Part 2
Annandale, Minnesota
BMI Project No.: OW1.124808

The Minnesota Wellhead Protection Rule (part 4720.5350, subparts 1-3) requires that the city complete a Wellhead Protection Plan, Part 2. City staff, consultants, and agency partners have completed the required plan. Please see the attached document. As required by the Minnesota Wellhead Protection Rule, a public hearing is required to provide an opportunity for interested parties to comment on the plan.

After all public testimony regarding the city's Wellhead Protection Plan, Part 2 has been received and the Public Hearing has been closed, we recommend that the City Council adopt the enclosed resolution approving the plan.

If you have any questions, please call.

JAV/kp
Enclosures

Resolution No. _____

City of Annandale, Wright County, Minnesota
May 9, 2022

**WELLHEAD PROTECTION POLICY
AND
APPROVAL OF PLAN (PART 2)**

PREAMBLE:

Statement of Purpose

The purpose of this resolution is to approve the Wellhead Protection Plan for the City's wells which has been presented to the City of Annandale.

Background

Groundwater is an essential source of fresh water for the public water supply system of Annandale.

Virtually any activity on the surface of the ground which involves hazardous substances may contaminate the groundwater. Once polluted, groundwater is difficult, and sometimes impossible, to clean. The natural microorganisms which help break down some pollutants on the surface of the ground and in the top soil layers are not present (or not present in sufficient quantities) in groundwater. The slow rates of groundwater flow, ranging from one foot per day to one foot in fifty years, limit dilution or dispersal of contaminants. Groundwater contaminated by today's land uses and activities may remain contaminated for hundreds of years.

The State of Minnesota (Department of Health) Wellhead Protection Program is requiring all public water suppliers to develop local wellhead protection programs. A complete program submission includes the following key elements:

1. Identification of roles and responsibilities
2. Assessment of data elements
3. Delineation of Wellhead Protection Area(s)
4. Vulnerability assessment
5. Identification of potential sources of contamination
6. Establishment of management strategies for the Wellhead Protection Area
7. Evaluation program
8. Water supply contingency strategy

9. Review and comment by the public
10. Implementation of the Wellhead Protection Plan
11. Resolution of disputes
12. Enforcement

As defined by the Federal Safe Drinking Water Act, the wellhead protection area is “the surface and subsurface area surrounding a water well or wellfield, supplying a public water system, through which contaminants are reasonably likely to move toward and reach such water well or well field”. In order to develop a wellhead protection plan, each of the twelve (12) above-mentioned elements must be addressed. The City has addressed all twelve elements.

RESOLUTION:

WHEREAS, the City of Annandale recognizes the importance of its groundwater supply as a natural resource used for drinking; and

WHEREAS, it is within the responsibility of the City of Annandale, as a public water supplier, to consider the health, safety and welfare of its customers; and

WHEREAS, the protection of current and potential future sources of groundwater used for drinking water is worthwhile from the standpoint of resource protection; and

WHEREAS, the City has been presented and has reviewed a plan from the Annandale wellhead protection team which details the locations of the potential contaminant sources within the wellhead protection area, identifies goals, opportunities, and action measures to address potential risks to groundwater quality, a plan to evaluate WHP plan implementation efforts by the City of Annandale and an Emergency/Contingency Plan in the event of a water system disruption.

NOW THEREFORE BE IT RESOLVED that the City of Annandale does hereby agree to take action to: protect their well(s) or well field (s) recharge area(s) which have/has been determined in compliance with the State of Minnesota Wellhead Protection Program; and

BE IT ALSO RESOLVED that the City of Annandale does hereby agree that the Wellhead Protection Plan developed for the Wellhead Protection Area, Drinking Water Supply Management Area for the City of Annandale and water supply aquifer is correct

and accurate according to the best available information and will be submitted to the governing authority Minnesota Department of Health for review and approval; and

BE IT FURTHER RESOLVED that the City of Annandale does hereby agree to continue the wellhead protection planning process by implementing the plan which focuses resources on reaching the goals, objectives, and management for the contaminants of concern in addition to maintaining an effective Plan Evaluation Program and Emergency/Contingency Plan.

Adopted this 9th day of May 2022.

Mayor

City Administrator

The motion for the adoption of the foregoing resolution was duly seconded by member _____, and upon vote being taken thereof: and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA

CITY OF ANNANDALE

COUNTY OF WRIGHT

I, the undersigned, being the duly qualified and acting Clerk of the City of Annandale, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes approving the Wellhead Protection Plan, Part 2.

WITNESS my hand and the seal of said City this 9th day of May, 2022.

City Administrator

(SEAL)

Resolution No. _____

City of Annandale, Wright County, Minnesota
May 9, 2022

**WELLHEAD PROTECTION POLICY
AND
APPROVAL OF PLAN (PART 2)**

PREAMBLE:

Statement of Purpose

The purpose of this resolution is to approve the Wellhead Protection Plan for the City's wells which has been presented to the City of Annandale.

Background

Groundwater is an essential source of fresh water for the public water supply system of Annandale.

Virtually any activity on the surface of the ground which involves hazardous substances may contaminate the groundwater. Once polluted, groundwater is difficult, and sometimes impossible, to clean. The natural microorganisms which help break down some pollutants on the surface of the ground and in the top soil layers are not present (or not present in sufficient quantities) in groundwater. The slow rates of groundwater flow, ranging from one foot per day to one foot in fifty years, limit dilution or dispersal of contaminants. Groundwater contaminated by today's land uses and activities may remain contaminated for hundreds of years.

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9. Review and comment by the public
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As defined by the Federal Safe Drinking Water Act, the wellhead protection area is “the surface and subsurface area surrounding a water well or wellfield, supplying a public water system, through which contaminants are reasonably likely to move toward and reach such water well or well field”. In order to develop a wellhead protection plan, each of the twelve (12) above-mentioned elements must be addressed. The City has addressed all twelve elements.

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WHEREAS, it is within the responsibility of the City of Annandale, as a public water supplier, to consider the health, safety and welfare of its customers; and

WHEREAS, the protection of current and potential future sources of groundwater used for drinking water is worthwhile from the standpoint of resource protection; and

WHEREAS, the City has been presented and has reviewed a plan from the Annandale wellhead protection team which details the locations of the potential contaminant sources within the wellhead protection area, identifies goals, opportunities, and action measures to address potential risks to groundwater quality, a plan to evaluate WHP plan implementation efforts by the City of Annandale and an Emergency/Contingency Plan in the event of a water system disruption.

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BE IT ALSO RESOLVED that the City of Annandale does hereby agree that the Wellhead Protection Plan developed for the Wellhead Protection Area, Drinking Water Supply Management Area for the City of Annandale and water supply aquifer is correct

and accurate according to the best available information and will be submitted to the governing authority Minnesota Department of Health for review and approval; and

BE IT FURTHER RESOLVED that the City of Annandale does hereby agree to continue the wellhead protection planning process by implementing the plan which focuses resources on reaching the goals, objectives, and management for the contaminants of concern in addition to maintaining an effective Plan Evaluation Program and Emergency/Contingency Plan.

Adopted this 9th day of May 2022.

Mayor

City Administrator

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Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA

CITY OF ANNANDALE
COUNTY OF WRIGHT

I, the undersigned, being the duly qualified and acting Clerk of the City of Annandale, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes approving the Wellhead Protection Plan, Part 2.

WITNESS my hand and the seal of said City this 9th day of May, 2022.

City Administrator

(SEAL)

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: May 9, 2022	Agenda No. 7A
Agenda Section: Consent	Item: Auditing Claims	
<p>BACKGROUND: Attached is a copy of the Auditing Claims presented for approval for all claims paid or to be paid since the prior Council meeting.</p>		

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: May 9, 2022	Agenda No. 7B
Agenda Section: Consent	Item: Department Reports	
<p>BACKGROUND: Attached are the monthly department reports for the following departments:</p> <ul style="list-style-type: none">• Police- March and April• Fire- April• DMV- April		



ANNANDALE POLICE DEPARTMENT MONTHLY REPORT Mar-22

TOTAL ACTIVITY	March 2022 Total	March 2021 Total	Current YTD Total	2021 YTD Total	Percentage Change
CRIMINAL ACTIVITY	10	5	29	19	53%
CITATIONS	61	77	129	174	-26%
NON-CRIMINAL	175	216	518	528	-2%
GRAND TOTAL	246	298	676	721	

CRIMINAL ACTIVITY	March 2022 Total	March 2021 Total	Current YTD Total	2021 YTD Total	Percentage Change
Homicide	0	0	0	0	N/A
Forcible Rape	0	0	0	0	N/A
Robbery	0	0	0	0	N/A
Assault	1	0	1	1	0%
Domestic Assault	1	1	2	1	100%
Criminal Sex Conduct	2	0	4	0	N/A
Burglary	0	1	0	1	-100%
Theft	0	0	4	2	100%
Motor Vehicle Theft	0	0	0	0	N/A
Arson	0	0	0	0	N/A
Crime Against Admin	0	0	1	1	0%
Forgery/Counterfeit	1	0	2	3	-33%
Fraud	1	0	2	2	0%
Embezzlement	0	0	0	0	NA
Terroristic Threats	0	0	0	0	NA
Property Damage	0	0	3	0	NA
Weapons	0	0	0	0	NA
Drug Offenses	0	1	2	3	-33%
Juvenile Offenses	0	0	1	0	NA
DUI/DWI	2	0	3	2	50%
Liquor Laws	0	0	0	0	NA
Disturbing Peace	2	2	4	3	33%
All Others	0	0	0	0	NA
Total Criminal Activity	10	5	29	19	

Note: The statistics from Criminal Activity above are cases that were processed as a criminal offense

NON-CRIMINAL ACTIVITY	March 2022 Total	March 2021 Total	Current YTD Total	2021 YTD Total	Percentage Change
Alarms	7	5	31	18	72%
Animal Bites	0	0	0	0	NA
Animal Complaints	5	9	14	20	-30%
Area Checks	0	0	0	1	-100%
Assist Other Agencies	14	32	59	65	-9%
ATV/Snowmobile Complaints	0	0	1	3	-67%
Background Checks	3	5	15	14	7%
CDP	1	4	1	8	-88%
Check Welfare	11	6	29	23	26%
Citizen Aid / Motorist Aid	8	6	33	14	136%
Civil Disputes	7	6	18	21	-14%
Confidential Narcotics	1	0	4	3	33%
Death, Non-Criminal	1	1	2	3	-33%
Disorderly	3	1	7	4	75%
Domestics	5	4	7	10	-30%
Driving/Traffic Complaints	8	9	13	16	-19%
Dumping/Littering	0	1	0	3	-100%
Escorts - Funeral	2	3	6	6	0%
Fight	1	0	1	0	NA
Fire Calls	1	3	4	7	-43%
Firearm Discharge	0	0	1	0	NA
Fireworks	1	0	1	2	-50%
Harassment Complaint	2	4	5	10	-50%
Juvenile/Mischief	5	7	7	9	-22%
Lockouts - Vehicle	4	8	11	19	-42%
Lost/Found Property	2	6	5	12	-58%
Medical	33	22	86	59	46%
Mental Health	8	3	14	8	75%
Missing Person	0	2	1	3	-67%
MV Accidents	4	0	20	5	300%
Noise Complaints	0	2	2	7	-71%
Parking Complaints	3	4	9	8	13%
Search Warrants	0	0	0	0	NA
School Related -SRO	11	7	31	14	121%
Suicidal person	0	0	1	0	NA
Suicide attempted	1	1	2	1	100%
Suspicious Complaints	6	12	25	31	-19%
Theft	1	4	3	6	-50%
Threats	1	0	3	1	200%
Warrants-Attempt/Arrest	1	2	11	5	120%
WCHS/MAARC Reports	4	7	15	22	-32%
All Others	10	30	20	67	-70%
Total Non-Criminal	175	216	518	528	
CITATIONS &	March 2022	March 2021	Current	2021	Percentage

WARNINGS	Total	Total	YTD Total	YTD Total	Change
Admin Citations	12	2	31	6	417%
State Citations	8	18	19	54	-65%
Warning Citations	41	57	79	114	-31%
TOTAL	61	77	129	174	

Citations consist of the following offenses:

Careless Driving

DAR/DAC/DAS

Equipment Violation

SBSA Violation

No Proof of Insurance

Expired Registration

Exhibition Driving

No Insurance

Traffic

Parking

Expired DL

Obstructed View

Semaphore

Seatbelt

Equipment

Winter Parking

Stop Sign

No MN DL

Speed



ANNANDALE POLICE DEPARTMENT MONTHLY REPORT Apr-22

TOTAL ACTIVITY	April 2022 Total	April 2021 Total	Current YTD Total	2021 YTD Total	Percentage Change
CRIMINAL ACTIVITY	5	0	34	19	79%
CITATIONS	60	53	189	227	-17%
NON-CRIMINAL	169	227	687	755	-9%
GRAND TOTAL	234	280	910	1001	

CRIMINAL ACTIVITY	April 2022 Total	April 2021 Total	Current YTD Total	2021 YTD Total	Percentage Change
Homicide	0	0	0	0	N/A
Forcible Rape	0	0	0	0	N/A
Robbery	0	0	0	0	N/A
Assault	1	0	2	1	100%
Domestic Assault	1	0	3	1	200%
Criminal Sex Conduct	0	1	4	0	N/A
Burglary	0	0	0	1	-100%
Theft	1	0	5	2	150%
Motor Vehicle Theft	0	0	0	0	N/A
Arson	0	0	0	0	N/A
Crime Against Admin	0	0	1	1	0%
Forgery/Counterfeit	0	0	2	3	-33%
Fraud	1	1	3	2	50%
Embezzlement	0	0	0	0	NA
Terroristic Threats	0	0	0	0	NA
Property Damage	1	0	4	0	NA
Weapons	0	0	0	0	NA
Drug Offenses	0	1	2	3	-33%
Juvenile Offenses	0	0	1	0	NA
DUI/DWI	0	0	3	2	50%
Liquor Laws	0	0	0	0	NA
Disturbing Peace	0	0	4	3	33%
All Others	0	0	0	0	NA
Total Criminal Activity	5	3	34	19	

Note: The statistics from Criminal Activity above are cases that were processed as a criminal offense

NON-CRIMINAL ACTIVITY	April 2022 Total	April 2021 Total	Current YTD Total	2021 YTD Total	Percentage Change
Alarms	12	10	43	28	54%
Animal Bites	0	0	0	0	NA
Animal Complaints	1	5	15	25	-40%
Area Checks	0	1	0	2	-100%
Assist Other Agencies	8	29	67	94	-29%
ATV/Snowmobile Complaints	0	0	1	3	-67%
Background Checks	3	5	18	19	-5%
CDP	0	2	1	10	-90%
Check Welfare	4	7	33	30	10%
Citizen Aid / Motorist Aid	6	7	39	21	86%
Civil Disputes	5	12	23	33	-30%
Confidential Narcotics	0	2	4	5	-20%
Death, Non-Criminal	1	0	3	3	0%
Disorderly	1	0	8	4	100%
Domestics	3	5	10	15	-33%
Driving/Traffic Complaints	7	8	20	24	-17%
Dumping/Littering	0	1	0	4	-100%
Escorts - Funeral	4	1	10	7	43%
Fight	0	0	1	0	NA
Fire Calls	2	2	6	9	-33%
Firearm Discharge	0	0	1	0	NA
Fireworks	0	0	1	2	-50%
Harassment Complaint	2	5	7	15	-53%
Juvenile/Mischief	3	5	10	14	-29%
Lockouts - Vehicle	5	4	16	23	-30%
Lost/Found Property	7	5	12	17	-29%
Medical	34	27	120	86	40%
Mental Health	8	1	22	9	144%
Missing Person	0	1	1	4	-75%
MV Accidents	4	3	24	8	200%
Noise Complaints	0	3	2	10	-80%
Parking Complaints	0	2	9	10	-10%
Search Warrants	0	0	0	0	NA
School Related -SRO	3	3	34	17	100%
Suicidal person	0	0	1	0	NA
Suicide attempted	0	0	2	1	100%
Suspicious Complaints	14	18	39	49	-20%
Theft	1	0	4	6	-33%
Threats	0	3	3	4	-25%
Warrants-Attempt/Arrest	2	4	13	9	44%
WCHS/MAARC Reports	0	9	15	31	-52%
All Others	29	37	49	104	-53%
Total Non-Criminal	169	227	687	755	
CITATIONS &	April 2022	April 2021	Current	2021	Percentage

WARNINGS	Total	Total	YTD Total	YTD Total	Change
Admin Citations	2	2	33	8	313%
State Citations	7	11	26	65	-60%
Warning Citations	51	40	130	154	-16%
TOTAL	60	53	189	227	

Citations consist of the following offenses:

Careless Driving

DAR/DAC/DAS

Equipment Violation

SBSA Violation

No Proof of Insurance

Expired Registration

Exhibition Driving

No Insurance

Traffic

Parking

Expired DL

Obstructed View

Semaphore

Seatbelt

Equipment

Winter Parking

Stop Sign

No MN DL

Speed

AnnandaleFire Department

Incident Type Report (Summary) (Modified)

Alarm Date Between {04/01/2022} And
{04/30/2022}

Incident Type	Count	Percent
1 Fire		
143 Grass fire	1	5.00 %
	<u>1</u>	<u>5.00 %</u>
3 Rescue & Emergency Medical Service Incident		
311 Medical assist, assist EMS crew	10	50.00 %
	<u>10</u>	<u>50.00 %</u>
4 Hazardous Condition (No Fire)		
412 Gas leak (natural gas or LPG)	2	10.00 %
	<u>2</u>	<u>10.00 %</u>
5 Service Call		
553 Public service	1	5.00 %
	<u>1</u>	<u>5.00 %</u>
6 Good Intent Call		
611 Dispatched & cancelled en route	5	25.00 %
	<u>5</u>	<u>25.00 %</u>
7 False Alarm & False Call		
743 Smoke detector activation, no fire - unintentional	1	5.00 %
	<u>1</u>	<u>5.00 %</u>

Total Incident Count: 20

DMV Annual Revenue Summary

	2019		2020		2021		2022	
	Motor Vehicle		Motor Vehicle		Motor Vehicle		Motor Vehicle	
	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative
Jan	\$ 15,480	\$ 15,480	\$ 24,253	\$ 24,253	\$ 17,265	\$ 17,265	\$ 20,614	\$ 20,614
Feb	\$ 20,006	\$ 35,486	\$ 20,464	\$ 44,717	\$ 22,133	\$ 39,398	\$ 22,571	\$ 43,185
Mar	\$ 14,782	\$ 50,268	\$ 13,553	\$ 58,270	\$ 21,456	\$ 60,854	\$ 18,214	\$ 61,399
April	\$ 15,218	\$ 65,486	\$ 5,773	\$ 64,043	\$ 21,120	\$ 81,974	\$ 16,468	\$ 77,867
May	\$ 15,598	\$ 81,084	\$ 9,976	\$ 74,019	\$ 17,199	\$ 99,173		\$ 77,867
June	\$ 10,891	\$ 91,975	\$ 14,054	\$ 88,073	\$ 15,978	\$ 115,151		\$ 77,867
July	\$ 11,368	\$ 103,343	\$ 14,428	\$ 102,501	\$ 15,422	\$ 130,573		\$ 77,867
Aug	\$ 12,730	\$ 116,073	\$ 11,275	\$ 113,776	\$ 13,809	\$ 144,382		\$ 77,867
Sept	\$ 13,139	\$ 129,212	\$ 10,996	\$ 124,772	\$ 13,443	\$ 157,825		\$ 77,867
Oct	\$ 12,332	\$ 141,544	\$ 10,021	\$ 134,793	\$ 12,706	\$ 170,531		\$ 77,867
Nov	\$ 10,530	\$ 152,074	\$ 7,328	\$ 142,121	\$ 12,755	\$ 183,286		\$ 77,867
Dec	\$ 12,007	\$ 164,081	\$ 16,619	\$ 158,740	\$ 14,420	\$ 197,706		\$ 77,867

	DNR Transactions		DNR Transactions		DNR Transactions		DNR Transactions	
	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative
Jan	\$ 1,625	\$ 1,625	\$ 2,382	\$ 2,382	\$ 2,314	\$ 2,314	\$ 1,572	\$ 1,572
Feb	\$ 1,425	\$ 3,050	\$ 1,267	\$ 3,649	\$ 1,225	\$ 3,539	\$ 2,069	\$ 3,641
Mar	\$ 984	\$ 4,034	\$ 1,033	\$ 4,682	\$ 1,373	\$ 4,912	\$ 1,556	\$ 5,197
April	\$ 1,546	\$ 5,580	\$ 357	\$ 6,356	\$ 2,860	\$ 7,772	\$ 1,667	\$ 6,864
May	\$ 2,192	\$ 7,772	\$ 1,674	\$ 8,130	\$ 2,747	\$ 10,519		\$ 6,864
June	\$ 1,934	\$ 9,706	\$ 1,774	\$ 9,937	\$ 1,827	\$ 12,346		\$ 6,864
July	\$ 1,923	\$ 11,629	\$ 1,807	\$ 10,747	\$ 1,891	\$ 14,237		\$ 6,864
Aug	\$ 698	\$ 12,327	\$ 810	\$ 11,634	\$ 860	\$ 15,097		\$ 6,864
Sept	\$ 747	\$ 13,074	\$ 887	\$ 12,311	\$ 1,001	\$ 16,098		\$ 6,864
Oct	\$ 570	\$ 13,644	\$ 677	\$ 12,670	\$ 587	\$ 16,685		\$ 6,864
Nov	\$ 452	\$ 14,096	\$ 359	\$ 14,130	\$ 557	\$ 17,242		\$ 6,864
Dec	\$ 1,928	\$ 16,024	\$ 1,460	\$ 14,130	\$ 1,510	\$ 18,752		\$ 6,864

	DL Transactions	DL Transactions	DL Transactions	DL Transactions
	\$ 1,621	\$ 1,304		

Total Annual Rev	<u>\$ 181,726</u>	<u>\$ 174,174</u>	<u>\$ 216,458</u>	<u>\$ 84,731</u>
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CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: May 9, 2022	Agenda No. 7C
Agenda Section: Consent	Item: Employment Anniversaries	
<p>BACKGROUND: The following is a list of recent Employment Anniversaries for City staff:</p> <p>Joe Haller- 19 years Misty Ferrell- 6 years Dave Glunz- 7 years</p>		

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: May 9, 2022	Agenda No. 7D
Agenda Section: Consent	Item: Resolution Declaring Intent to Include in TIF District	
<p>BACKGROUND:</p> <p>The City purchased the farm site with the intent to redevelop the site into commercial properties. The site currently has a residential building that is in substandard condition. The City's building inspector provided the necessary inspection for the City to determine the building eligible for redevelopment. In doing so, the City can declare their intent to include this property in a TIF District and if development occurs within the next three years, the City will be able to utilize TIF redevelopment authority for part of the newly developed property.</p> <p>Redevelopment authority is the most favorable authority in the development of TIF districts. The TIF District time frame can be up to 26 years and there are no income or use requirements to be met with future uses of the property. TIF will be one tool we consider when looking at funding the road and utility improvements for the project.</p> <p>If the Council approves the attached Resolution, the Fire Department intends to utilize the structure for a trained burn. This will minimize the cost of demolition for the City and provide training to our Fire Department.</p> <p>RECOMMENDATION: Staff Recommends approval of the Resolution as presented</p>		

CITY OF ANNANDALE, MINNESOTA

RESOLUTION NO. 2022 -

**STATE OF MINNESOTA)
COUNTY OF WRIGHT)
CITY OF ANNANDALE)**

**RESOLUTION STATING THE CITY'S INTENT TO CERTIFY A REDEVELOPMENT TAX INCREMENT
FINANCING (TIF) DISTRICT WITHIN THREE YEARS WHICH WILL INCLUDE A PORTION OF
PARCEL #206-000-322100**

WHEREAS, the City of Annandale has acquired property with parcel identification number 206-000-322100 to promote its future redevelopment (the "Property"); and

WHEREAS, the City has had the vacant residence located on the Property inspected by its building official who has determined it is structurally substandard as defined in M.S. 469.174 Subdivision 10 (b) (c); and

WHEREAS, prior to the creation of a redevelopment tax increment financing district, the City of Annandale intends to demolish the structure located on the Property; and

WHEREAS, the City Council intends to include a portion of the Property in a redevelopment tax increment financing district to be created in the future for the purpose of promoting its productive reuse through redevelopment; and

WHEREAS, Minnesota Statutes 469.174 subdivision 10(d) provides for a parcel to be deemed occupied by a substandard building for the purposes of establishing a redevelopment TIF District if not more than 3 years prior to the request for certification of the TIF District the Authority finds by resolution that the parcel was occupied by a substandard building and the Authority intends to include the parcel within a TIF District.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Annandale, Wright County, Minnesota, that:

1. Based on the inspection report provided by the City's building official, the City Council finds that the principal structure located on parcel number 206-000-322100 is structurally substandard as defined by M.S. 469.174 10 (b) (c); and
2. By this resolution the City Council declares its intention to request the certification of a redevelopment tax increment financing district that will include a portion of the Property, including the current location of the principal structure, within three years; and
3. The City Council authorizes city staff to remove all structures including the principal structure located on the Property.

Adopted by the City Council of the City of Annandale, Minnesota, this ____ day of May 2022.

Mayor

ATTEST:

City Clerk

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: May 9, 2022	Agenda No. 7E
Agenda Section: Consent	Item: Item: Consideration of a request for ordinance amendment related to the following: <ul style="list-style-type: none"> • Section 150.48 and 150.49: Residential Performance Standards & Commercial/Industrial Performance Standards Applicant: City of Annandale	
<p>BACKGROUND</p> <p>Section 150.48 and 150.49: Residential Performance Standards & Commercial/Industrial Performance Standards</p> <p>The Performance Standards for residential roof materials is difficult to implement and requires better clarity as it relates specifically to the use of metal roofs in residential districts. This ordinance is intended to correct this issue.</p> <p><i>Proposed Amendment</i></p> <p>Section 2 – <i>Roofs</i>: The amendment under the section related to roofs specifies that metal roofs have to be “standing seam” with “non-visible concealed fasteners” which means that the fasteners cannot be visible. Under this proposed ordinance, similar colored exterior fasteners would not be permitted. This is a common residential standard.</p> <p>PLANNING COMMISSION REVIEW AND RECOMMENDATION:</p> <p>The Planning Commission held a public hearing at their meeting on May 9, 2022. Due to the timing of meetings and the drafting of this report, a verbal update of the action made by the Commission will be discussed.</p> <p>ALTERNATIVE ACTIONS</p> <ol style="list-style-type: none"> 1. Motion approve Ordinance No. 392 – Amending Roofing Standards within the Zoning Ordinance. 2. Motion to deny Ordinance No. 392. 3. Motion to table action. <p>RECOMMENDATION</p> <p>Staff recommend approval of the ordinance amendment as proposed.</p> <p>Attachments:</p> <ol style="list-style-type: none"> A. Ordinance 392 – Performance Standards 		

ORDINANCE NO. 392

AMENDING ROOFING STANDARDS WITHIN THE ZONING ORDINANCE

The Council of the City of Annandale, Minnesota does hereby ordain:

Section 1. Zoning Ordinance Section 150.48, Residential Performance Standards, Building Standards, “Roofs” is hereby amended to read as follows:

Roofs: Roofs shall be constructed only of commercial grade asphalt shingles, wood shingles, slate, tile, copper, or standing seam metal with concealed fasteners. For all roofing, a minimum roof slope of 4/12 and a minimum 12 inch soffit are required.

Section 12. This ordinance shall go into effect upon passage and publication.

Adopted this 9th day of May, 2022.

Shelly Jonas, Mayor

ATTEST:

Kelly Hinnenkamp, City Administrator/Clerk

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: May 9, 2022	Agenda No. 7F
Agenda Section: Consent	Item: MN Lawful Gambling Application- Sportsmen's Club	
<p>BACKGROUND: The South Haven Sportsmen's Club submitted a request for approving the Lawful Gambling for the Boy Scouts at the 4th of July Event in Annandale.</p> <p>RECOMMENDATION: Staff recommends approval</p>		

LG240B Application to Conduct Excluded Bingo

No Fee

ORGANIZATION INFORMATION

Organization Name: South Haven Sportsmen Club Previous Gambling Permit Number: XB-33744-21-002
Minnesota Tax ID Number, if any: Federal Employer ID Number (FEIN), if any: 41-1478070
Mailing Address: 13324 100th St. NW
City: South Haven State: MN Zip: 55382 County: Wright
Name of Chief Executive Officer (CEO): Randy Callander
CEO Daytime Phone: 320-828-2103 CEO Email: norm.bodeker@yahoo.com
Email permit to (if other than the CEO):

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
[checked] Fraternal [] Religious [] Veterans [] Other Nonprofit Organization
Attach a copy of at least one of the following showing proof of nonprofit status:
[] Current calendar year Certificate of Good Standing
[checked] Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name
[] Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)

EXCLUDED BINGO ACTIVITY

Has your organization held a bingo event in the current calendar year? [] Yes [checked] No
If yes, list the dates when bingo was conducted:
The proposed bingo event will be:
[] one of four or fewer bingo events held this year. Dates:
-OR-
[checked] conducted on up to 12 consecutive days in connection with a:
[] county fair Dates:
[checked] civic celebration Dates: June 30th - July 4th, 2022
[] Minnesota State Fair Dates:
Person in charge of bingo event: Norman Bodeker Daytime Phone: 320-266-1913
Name of premises where bingo will be conducted: Annandale Park Pavilion
Premises street address: 300 Oak Ave. N
City: Annandale If township, township name: County: Wright

LG240B Application to Conduct Excluded Bingo

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

**CITY APPROVAL
for a gambling premises
located within city limits**

On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.

Print City Name: Annandale

Signature of City Personnel:
[Signature]

Title: City Admin Date: 5/10/22

**COUNTY APPROVAL
for a gambling premises
located in a township**

On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.

Print County Name: _____

Signature of County Personnel:

Title: _____ Date: _____

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for excluded bingo activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes, Section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

**The city or county must sign before
submitting application to the
Gambling Control Board.**

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge.

Chief Executive Officer's Signature: [Signature] Date: 3-31-22
(Signature must be CEO's signature; designee may not sign)

Print Name: Randy Callander

MAIL OR FAX APPLICATION & ATTACHMENTS

Mail or fax application and a copy of your proof of nonprofit status to:

Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113
Fax: 651-639-4032

An excluded bingo permit will be mailed to your organization. Your organization must keep its bingo records for 3-1/2 years.

Questions?
Call a Licensing Specialist at 651-539-1900.

Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **LIST OF LICENSEES** tab, or call 651-539-1900.

This form will be made available in alternative format
(i.e. large print, braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: May 9, 2022	Agenda No. 7G
Agenda Section: Consent Agenda	Item: Consideration of a request for Amendment to Woodlawn Cemetery 2nd Addition	
SITE INFORMATION & BACKGROUND		
PID:	102-500-301121	
Legal Description:	Lengthy Legal – See City Hall	
Zoning District:	Industrial District (I-1)	
Comprehensive Plan:	Public/Residential	
Surrounding Site Use:	North: Fire Station/Commercial East: Residential/School District South: Church/Residential West: Commercial/Residential	
Planning Case Number:	2022-05	
Deadline for Decision:	N/A	
BACKGROUND:		
<p>The City of Annandale approved the Woodlawn Cemetery 2nd Addition plat at the Council Meeting on March 14, 2022. The plat expanded the burial sites at Woodlawn Cemetery by adding 102 burial areas.</p> <p>Following recording of the plat with Wright County, it was determined the numbering of the lots was incorrect and an additional plot was missing. The proposed Lot 100, Block F is a half sized lot. The County is requiring the City to submit a new corrective plat for recording.</p>		
RECOMMENDED ACTION		
Staff is seeking approval of the revised cemetery plat and recommends option 1.		
<u>Options:</u>		
<ol style="list-style-type: none">1. Motion to approve Resolution approving Woodlawn Cemetery Second Addition Revised.2. Motion to deny Resolution.3. Motion to table action.		
Attachments:		
<ol style="list-style-type: none">A. ResolutionB. Aerial ImageC. Revised Plat		

**CITY OF ANNANDALE
RESOLUTION 22-XX**

**RESOLUTION APPROVING PLAT FOR WOODLAWN CEMETERY SECOND
ADDITION REVISED
PID: 102-500-301121**

WHEREAS, the City of Annandale (“the City”) is proposing a revised plat referred to as Woodlawn Cemetery Second Addition Revised; and

WHEREAS, the property is zoned R-1, One Family Residence District and is guided for a residential land use in the Comprehensive Plan; and

WHEREAS, Public uses such as a public cemetery are permitted uses within the R-1 District; and

WHEREAS, the City Council finds that the plat meets the requirements of the Annandale Zoning Ordinance, Subdivision Ordinance, and is consistent with the Comprehensive Plan; and

WHEREAS, a correction to the numbering of the lots and the addition of one half lot were created, requiring a revised plat be recorded; and

WHEREAS, the City Council reviewed the plat on Woodlawn Cemetery Second Addition on March 14, 2022 and reviewed the revised plat on May 9, 2022; and

WHEREAS, Woodlawn Cemetery Second Addition was recorded with the Wright County Recorder’s Office on March 25, 2022;

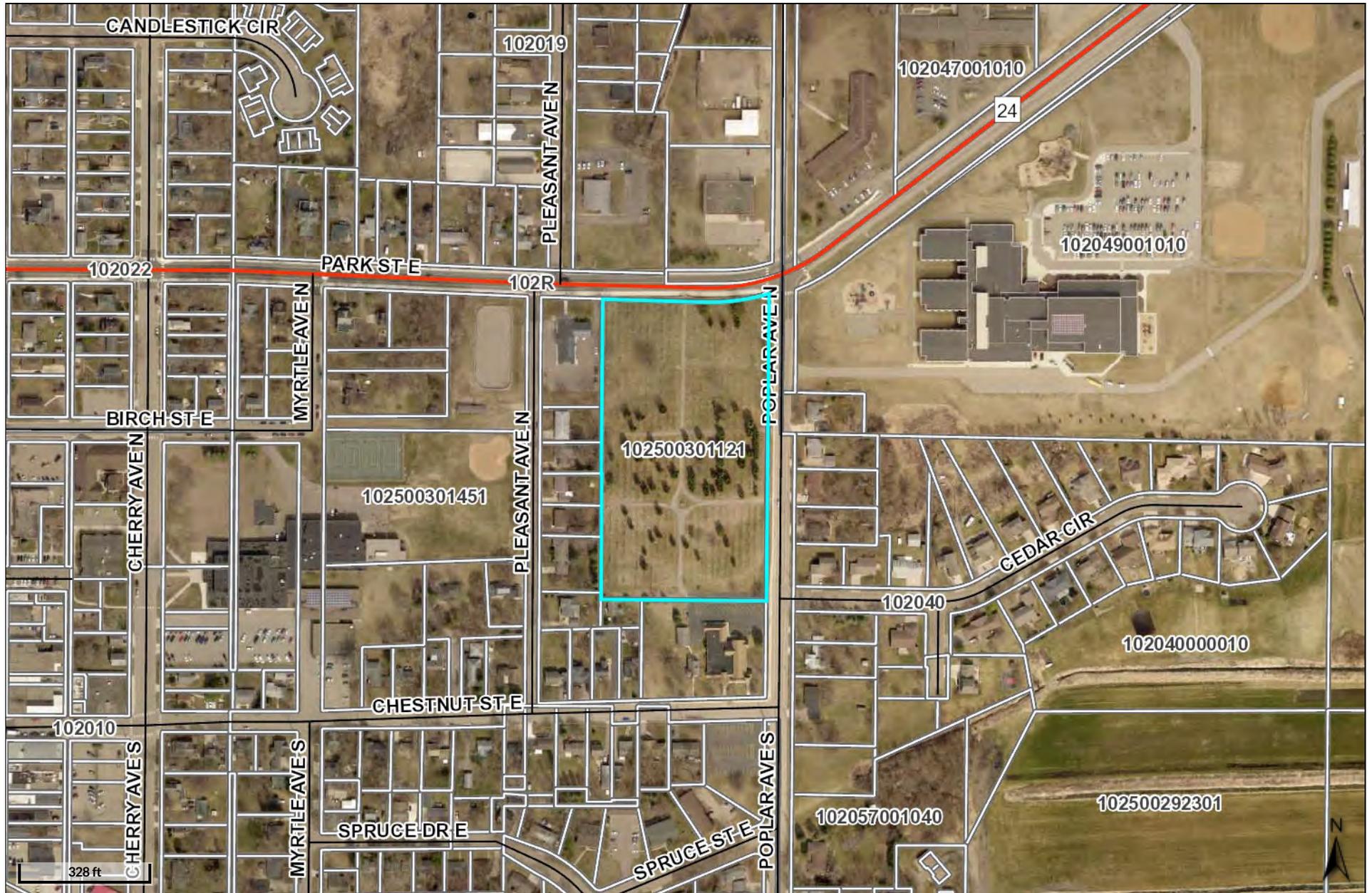
NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Annandale that it hereby approves the plat for Woodlawn Cemetery Second Addition Revised.

WHEREUPON, said resolution was declared duly passed and adopted this 9th day of May 2022.

Shelly Jonas, Mayor

ATTEST:

Kelly Hinnenkamp, City Administrator/Clerk



WOODLAWN CEMETERY SECOND ADDITION REVISED

DEDICATION

KNOW ALL PERSONS BY THESE PRESENTS: That the City of Annandale, a Minnesota Municipal corporation, owner and proprietor of the following described property situated in the County of Wright and the State of Minnesota, to wit:

The West 401.14 feet of the East 434.14 feet of the North 402.93 feet of the Southeast Quarter of the Northeast Quarter of Section 30, Township 121, Range 27

pursuant to statute 306.05, has caused the same to be surveyed and platted as WOODLAWN CEMETERY SECOND ADDITION, and has caused said described property to be laid out in lots, blocks, and alleys shown for information purposes only, on this plat, and does maintain for public inspection, maps, and records of ownership of said Lots in the City Offices in and for the City of Annandale and does declare the same to be and constitute a cemetery and burial place, and does hereby dedicate the alleys to the use of the public for cemetery purposes forever.

IN WITNESS WHEREOF, said City of Annandale has caused these presents to be executed in its corporate name by its Mayor and its City Administrator this _____ day of _____, 20____.

Shelly Jonas, Mayor

Kelly Hinnenkamp, City Administrator

SURVEYOR'S CERTIFICATION

I hereby certify that I have surveyed and platted the property described on this plat as WOODLAWN CEMETERY SECOND ADDITION that this plat is a correct representation of the survey, that all distances are correctly shown on this plat in feet and hundredths of a foot, that all monuments have been correctly placed in the ground as shown, that the outside boundary lines are correctly designated on this plat. Dated this _____ day of _____, 20____.

Andrew Hill, Licensed Land Surveyor
 Minnesota License Number 57632

State of Minnesota

County of _____

The foregoing Surveyor's Certification was acknowledged before me this _____ day of _____, 20____, by Andrew Hill, Licensed Land Surveyor, Minnesota License No. 57632.

Notary Public _____ County, _____

(Notary Signature)

My Commission Expires _____

(Notary Printed Name)

PLANNING COMMISSION, CITY OF ANNANDALE, MINNESOTA

This plat of WOODLAWN CEMETERY SECOND ADDITION was approved by the Planning Commission of the City of Annandale, Minnesota at a meeting held this _____ day of _____, 20____.

Lonnie Baack, Chairperson

CITY COUNCIL, CITY OF ANNANDALE, MINNESOTA

This plat of WOODLAWN CEMETERY SECOND ADDITION was approved and accepted by the City Council of the City of Annandale, Minnesota at a meeting held this _____ day of _____, 20____.

Shelly Jonas, Mayor

Kelly Hinnenkamp, City Administrator

WRIGHT COUNTY LAND RECORDS

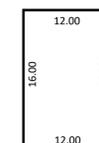
I hereby acknowledge that the property described hereon is a burial ground and is currently exempt from property taxes and that transfer has been entered accordingly.

Wright County Land Records Administrator

WRIGHT COUNTY RECORDER

I hereby certify that this instrument was filed in the office of the County Recorder for record on this _____ day of _____, 20____, at _____ o'clock _____ m., and was duly recorded in Cabinet _____, Sleeve _____, as Document Number _____.

TYPICAL LOT DISTANCES
 UNLESS OTHERWISE NOTED
 NOT TO SCALE



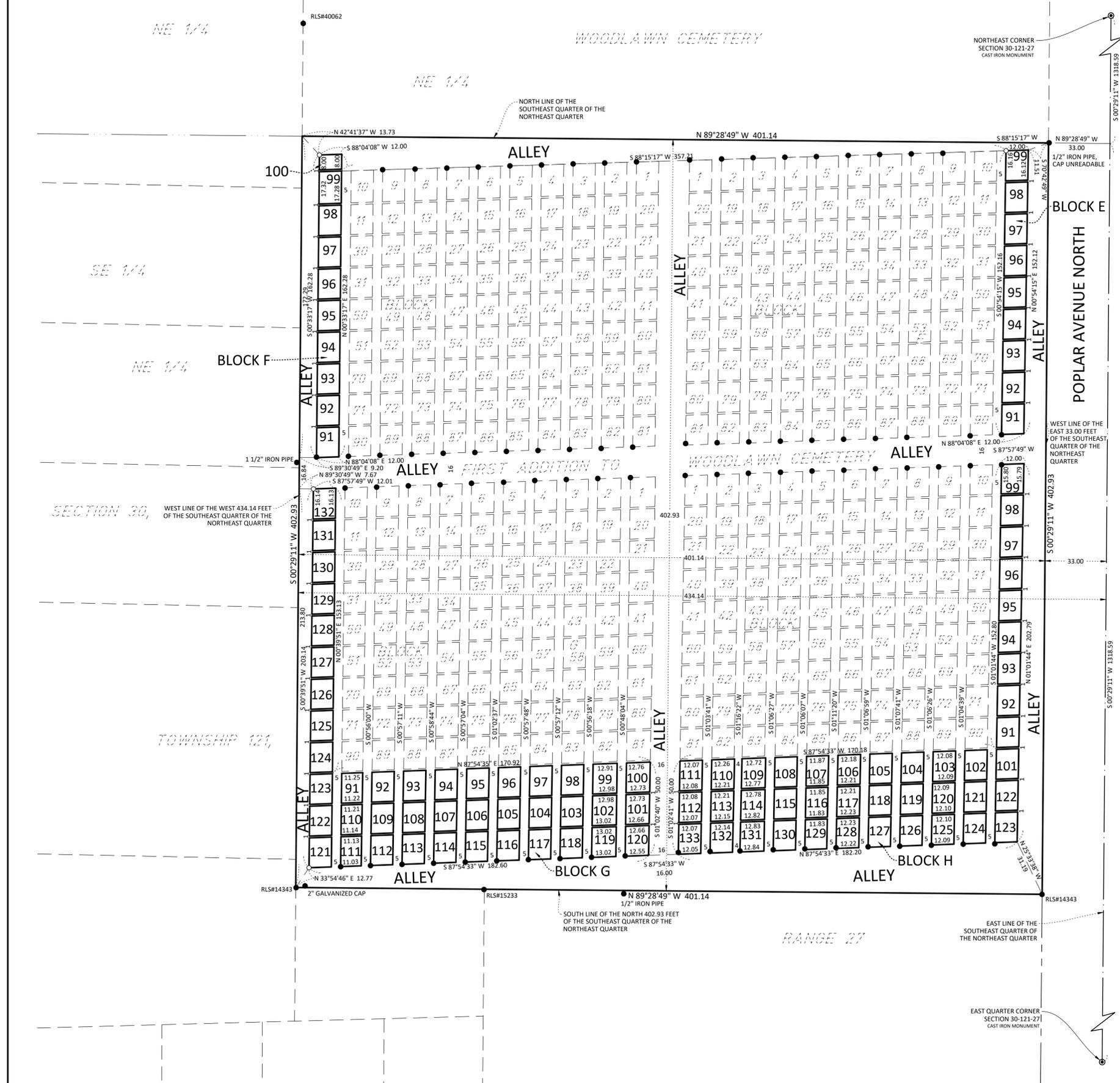
Wright County Recorder

LEGEND

- 3" MONUMENT SET
- MONUMENT FOUND - 1/2" ROD UNLESS NOTED OTHERWISE



THIS PLAT PREPARED BY



CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: May 9, 2022	Agenda No. 7H
Agenda Section: Consent	Item: Special Events	
<p>BACKGROUND: Attached is a special event application for the Library. They are proposing three events in the Public Parking lot-</p> <ul style="list-style-type: none">1- June 7th, Petting Zoo2- July 9th, Mobile Sign Shop3- August 5th, Paper Plains Workshop <p>These events are part of the GRRL Programming offered to the Community.</p> <p>RECOMMENDATION Staff recommends approval of all three events.</p>		



ANNANDALE POLICE DEPARTMENT

Special Event Application

Name: CARLA ASFELD Home Phone: 320.274.8448

Address: 30 CEDAR ST E Fax Number: _____

City, State, Zip: ANNANDALE, MN 55353 Email Address: carlaa@grrl.lib.mn.us

Event Name: Paper Plains Workshop Event Date: Friday, Aug. 5, 2022

Set up time: 1:00 p.m. Event time (start end): 2:00 to 5:00 p.m. Estimated # of participants: 60 maximum

Event Description: Paper Plains Workshop is an Legacy (MN Arts and Cultural Heritage Amendment) event that is being planned by Great River Regional Library. Housed on a trailer Paper Plains is an interactive experience for participants of all ages and abilities in papermaking, pulp-painting, and native prairie planting. Participates will register with the library and if there is space walk up participants will be accepted. Participation is limited and requires registration for the 3 hour period.

Serving alcohol and/or food? Yes no Business/liquor License holder: _____

Contact person: Carla Asfeld Phone number: 320.224.9795

Starting location (if applicable): _____

Ending location (if applicable): _____

Area(s) to be closed off during event (you must also supply a map of area/route to be closed off): _____

Annandale Public Library Parking Lot.

Safety Procedures (ie: traffic control, event personnel, other facilities as needed, etc): _____

Traffic cones to block off the library parking lot from 9 am -1 pm. A source of electricity

The undersigned applicant hereby agrees to the Annandale Police Departments requirements and holds harmless APD for any acts resulting from the negligence of his/her organizers, participants or any spectators.

Signed: Carla Asfeld Date: 5-2-2022

OFFICE USE ONLY – ANNANDALE POLICE DEPARTMENT

Number of cars required: 0 Number of officers required: 0 x \$40/hour = \$ 0

APD comments: N/A

APD approval signature: P. Standage # 551 Date: 5-5-22

City Council approval (if applicable) yes/no _____ Date: _____



ANNANDALE POLICE DEPARTMENT

Special Event Application

Name: CARLA ASFELD Home Phone: 320.274.8448

Address: 30 CEDAR ST E Fax Number: _____

City, State, Zip: ANNANDALE, MN 55353 Email Address: carlaa@grrl.lib.mn.us

Event Name: Mobile Sign Shop Event Date: Saturday, July 9, 2022

Set up time: 8:30 a.m Event time (start end): 9:30 am to noon Estimated # of participants: 60 maximum

Event Description: Mobile Sign Shop is an Legacy (MN Arts and Cultural Heritage Amendment) event that is being planned by Great River Regional Library. The Mobile Sign Shop is housed on a trailer and holds workshops for participants to create their own, customized, carved wooden signs, inspired by the vernacular of Northern Minnesota cabin signs. Participates will register with the library and if there is space walk up participants will be accepted. There is a limit of 60 signs within the 3 hour period.

Serving alcohol and/or food? Yes no Business/liquor License holder: _____

Contact person: Carla Asfeld Phone number: 320.224.9795

Starting location (if applicable): _____

Ending location (if applicable): _____

Area(s) to be closed off during event (you must also supply a map of area/route to be closed off): _____

Annandale Public Library Parking Lot.

Safety Procedures (ie: traffic control, event personnel, other facilities as needed, etc): _____

Traffic cones to block off the library parking lot from 9 am -1 pm. A source of electricity

The undersigned applicant hereby agrees to the Annandale Police Departments requirements and holds harmless APD for any acts resulting from the negligence of his/her organizers, participants or any spectators.

Signed: *Carla Asfeld* Date: 5-2-2022

OFFICE USE ONLY – ANNANDALE POLICE DEPARTMENT

Number of cars required: 0 Number of officers required: 0 x \$40/hour = \$ 0

APD comments: *M/A*

APD approval signature: *P. Standefer #557* Date: 5-5-22

City Council approval (if applicable) yes/no _____ Date: _____



ANNANDALE POLICE DEPARTMENT

Special Event Application

Name: CARLA ASFELD Home Phone: 320.274.8448
 Address: 30 CEDAR ST E Fax Number: _____
 City, State, Zip: ANNANDALE, MN 55353 Email Address: carlaa@grrl.lib.mn.us
 Event Name: Joah's Ark Petting Zoo Event Date: Tuesday, June 7, 2022
 Set up time: 8:00 a.m. Event time (start end): 9:00 a.m. to 12:00 p.m. Estimated # of participants: 125

Event Description: To kick off the library summer reading program "Read Beyond the Beaten Path" the Annandale Area Friends of the Library will sponsor a petting zoo in the library parking lot.

Serving alcohol and/or food? Yes Business/liquor License holder: _____

Contact person: Carla Asfeld Phone number: 320.224.9795

Starting location (if applicable): _____

Ending location (if applicable): _____

Area(s) to be closed off during event (you must also supply a map of area/route to be closed off): _____

Annandale Public Library Parking Lot.

Safety Procedures (ie: traffic control, event personnel, other facilities as needed, etc): _____

Traffic cones to block off the library parking lot from 9 am -1 pm. A source of electricity may be necessary. Joah's Ark will supply hand sanitizer and insurance.

The undersigned applicant hereby agrees to the Annandale Police Departments requirements and holds harmless APD for any acts resulting from the negligence of his/her organizers, participants or any spectators.

Signed: Carla Asfeld Date: 5-2-2022

OFFICE USE ONLY – ANNANDALE POLICE DEPARTMENT

Number of cars required: 0 Number of officers required: 0 x \$40/hour = \$ 0

APD comments: N/A

APD approval signature: P. Staudacher Date: 5-5-22

City Council approval (if applicable) yes/no _____ Date: _____

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: May 9, 2022	Agenda No. 10A
Agenda Section: New Business	Item: Zoning Appeal- Fisher	
<p>BACKGROUND:</p> <p>Crystal Fisher reached out to City Hall staff regarding the proposed use of a “safe exchange zone” with supervised parenting as a principal use of property at 74 Oak Ave South. Staff reviewed the City's Zoning Ordinance which does not expressly mention "safe exchange zones" as a permitted, conditional, or accessory use.</p> <p>Uses not stated as permitted, conditional, or accessory within a zoning district are not permitted uses. In some cases, through administrative interpretation, uses that are similar to other uses within the zoning district are determined to be acceptable. In this case, this use as a standalone enterprise is not found to be substantially similar to another use.</p> <p>The property in question is zoned C-1, Central Business District and within the Canopy Overlay District. The permitted uses within this district are:</p> <ul style="list-style-type: none"> • Retail establishments such as groceries, hardware, drug, florist, clothing, and furniture stores. • Personal services such as laundry, barber and beauty shops, shoe repair shop, banks, exercise/recreational facilities, and photography studios. • Professional services such as medical and dental clinics, architects and attorney offices. • Repair services such as jewelry, radio, and televisions repair shops. • Publicly owned facilities such as city offices, post offices, fire stations and parking lots. • Funeral homes, churches, chapels. • Restaurants. • Hotel/Bed & Breakfast. <p>Accessory uses are listed as: "uses incidental to the permitted uses such as off-street parking and loading and unloading areas, storage buildings."</p> <p>Conditional uses are listed as:</p> <ul style="list-style-type: none"> • On and Off Sale Liquor Establishments • Solar Energy Systems and Solar Structures • Dance halls, theaters, roller skating rinks and bowling alleys • Towers that comply with the Tower provisions of this Ordinance. • Drive In and Convenience Food Establishments. • Licensed daycare facilities. • Accessory dwelling units to hotels/bed & breakfasts provided the unit meets all standards for a multi-family apartment. 		

A principal use of property as a "safe exchange zone" or supervised parenting center in the manner described would not be considered any of the above uses. Therefore, it was determined by staff that the proposed use is not allowed within the C-1 Zoning District.

Staff met with Fisher and provided this information. At that time, it was explained the only way for this use to be permitted was to apply for a zoning text amendment. Fisher submitted an application for the zoning text amendment, but later withdrew this application and chose to appeal the staff's determination that the use is not permitted within the C-1 District.

RECOMMENDATION

Council should hear the appeal and determine if proposed use should be:

- 1- Considered a permitted use in the C-1 District
- 2- Considered not to be permitted within the C-1 District

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: May 9, 2022	Agenda No. 10B
Agenda Section: Consent	Item: Consideration of Resolution 22-XX, Variance and Conditional Use Permit for the Construction of a Detached Garage at 320 Lake Drive East. Applicant: Kurt Jonas	
<p>SITE INFORMATION & BACKGROUND</p> <p>PID: 102-012-002030</p> <p>Legal Description: Legal: Lengthy – See City Hall</p> <p>Zoning District: One Family Residential District (R-1)/Shoreland Management Overlay District</p> <p>Comprehensive Plan: Residential</p> <p>Surrounding Site Use: North: Pleasant Lake East: R-1/Residential South: R-1/Residential West: R-1/Residential</p> <p>Planning Case Number: 2022-10</p> <p>Deadline for Decision: June 7, 2022 (60-day deadline) August 6, 2022 (120-day deadline)</p> <p><u>Variance & Conditional Use Permit Review</u> Please see the attached memo from the City Planner.</p> <p>The following requests are being requested by the applicant:</p> <ol style="list-style-type: none"> 1. Variance to Chapter 150.48 – Accessory Buildings <ul style="list-style-type: none"> o Accessory building proposed in front yard 2. Conditional Use Permit per Chapter 150.48 – Garage Standards <ul style="list-style-type: none"> o Total garage area over 1200 square feet 3. Variances to Chapter 150.48 – Garage Standards <ul style="list-style-type: none"> o Structure exceeds area of the building footprint of the house o Garage without a concrete or bituminous driveway access <p>DNR Review The City was required under the Shoreland Management Overlay District Ordinance to notify and send the applicant’s plans to the DNR for a thirty day review period. At the time of drafting the report, the DNR did not provide comments on the submitted request.</p> <p>PLANNING COMMISSION REVIEW AND RECOMMENDATION: The Planning Commission held a public hearing at their meeting on May 9, 2022. Due to the timing of meetings and the drafting of this report, a verbal update of the action made by the Commission will be discussed.</p> <p>ALTERNATIVE ACTIONS</p>		

Variance and Conditional Use Permit:

1. Motion to adopt Resolution 22-XX, approving a variance and conditional use permit for Kurt Jonas at 320 Lake Drive East to construct a detached garage with conditions as identified in Exhibit Z.
2. Motion to deny variance and conditional use permit based on findings made by Council.
3. Motion to table action.

Attachments:

- A. NAC Memo, Dated: May 3, 2022
- B. Resolution
- C. Aerial Image
- D. Applicant Narrative
- E. Certificate of Survey
- F. Elevations and Floorplans
- G. City Engineer's Letter, Dated May 5, 2022
- Z. Conditions of Approval

EXHIBIT Z

**Variance and Conditional Use Permit for a Detached Garage in the
One Family Residential District (R-1)**

Applicant: Kurt Jonas

PID: 102-012-002030

1. All comments from the City Engineer and City Staff shall be addressed.
2. The inclusion of a driveway to the detached garage, unless off-set by additional removal of impervious surfaces, would require the consideration of an additional variance, a grading plan, and the addition of a storm water retention feature.

**CITY OF ANNANDALE
RESOLUTION 22-XX**

**RESOLUTION APPROVING A VARIANCE AND CONDITIONAL USE PERMIT
FOR KURT JONAS AT 320 LAKE DRIVE EAST TO CONSTRUCT A
DETACHED GARAGE**

WHEREAS, the City of Annandale (the “City”) has received an application from Kurt Jonas (the “Applicant”) for variances from the Zoning Ordinance to construct a detached garage at 320 Lake Drive East (the “Property”) ; and

WHEREAS, the Applicant would like to construct a 1,296 square foot detached garage on the Property, which would bring the total garage square footage to 1,896 square feet; and

WHEREAS, the City's Zoning Ordinance permits a total garage area greater than 1,200 square feet only when in receipt of a conditional use permit provided the garage does not exceed the area of the building footprint of the house; and

WHEREAS, the building footprint area of the house is 1,816 square feet which is less than that of the proposed garage area; and

WHEREAS, the Applicant would like to place the detached garage 5 feet from a public right-of-way; and

WHEREAS, the setback to a public right-of-way is 30 feet; and

WHEREAS, the Applicant proposes to remove impervious surfaces on the Property to offset the inclusion of the detached garage and proposes no driveway to the garage; and

WHEREAS, the Zoning Ordinance requires all garages to have driveways leading to the structure; and

WHEREAS, the Planning Commission held a duly-noticed public hearing on the application on May 9, 2022; and

WHEREAS, the City Council reviewed the application on May 9, 2022; and

WHEREAS, the City Council by this Resolution desires to set forth its findings and ruling with respect to the application; and

NOW THEREFORE, BE IT RESOLVED by the City of Annandale City Council that it hereby makes the following findings of fact on the requested variances to the Zoning Ordinance standards related to setbacks to a right-of-way, size of a detached garage, and driveway to a detached garage:

1. The subject property is located in the R1 and Shoreland Zoning Districts.
2. The variance is consistent with the purposes of City Code and the purposes of the zoning district in which the applicant is located.
3. The variance will not adversely affect the character of the neighborhood.
4. The variance is the minimum required action to allow the applicant to reasonably use their property.

NOW THEREFORE, BE IT FURTHER RESOLVED by the City of Annandale City Council that it hereby finds that the Conditional Use Permit required for this request generally meets the review criteria found within the City's Zoning Ordinance.

BE IT FURTHER RESOLVED that the City Council approves the request for a Variance and Conditional Use Permit with the following conditions:

1. All comments from the City Engineer and City Staff shall be addressed.
2. The inclusion of a driveway to the detached garage, unless off-set by additional removal of impervious surfaces, would require the consideration of an additional variance, a grading plan, and the addition of a storm water retention feature.

PASSED AND ADOPTED this 9th day of May, 2022.

Shelly Jonas, Mayor

Kelly Hinnenkamp, City Clerk-Administrator

Attached:
Applicant's Plans



NORTHWEST ASSOCIATED CONSULTANTS, INC.

4150 Olson Memorial Highway, Ste. 320, Golden Valley, MN 55422
Telephone: 763.957.1100 Website: www.nacplanning.com

PLANNING REPORT

TO: Annandale Planning Commission
FROM: Nate Sparks
DATE: May 3, 2022
RE: Jonas CUP/Variance Review

BACKGROUND

Kurt Jonas at 320 Lake Drive East is seeking a variance from the front yard setback to construct a detached garage about 5 feet from the Lake Drive right-of-way. The building also exceeds the City's maximum building size requirements, as it would exceed the footprint of the house. Garages exceeding 1,200 square feet in area require a conditional use permit. The proposed garage is about 20 feet to the mid-point of the roof. The property is currently at 31.4% impervious and the applicant is committing to removing existing impervious to stay at 31.4%.

SUBJECT PROPERTY

The property is located at 320 Lake Drive East. The property is about 0.59 acres in size. There is a sanitary sewer easement shown on the property between the house and the proposed garage site.

The applicant currently has a 660 square foot garage attached to the house. The proposal is to add a 1,296 square foot detached building on the property.

The property is zoned R-1 and is within the Shoreland District. It is a riparian parcel to Pleasant Lake.

APPLICANT'S PROPOSAL

The applicant is seeking to place a 1,296 square foot detached garage on the parcel about 5 feet from the Lake Drive right-of-way. The proposed structure will be only 5 feet from the side lot line, as well. The right-of-way is only 33 feet in width. The proposed garage is about 20 feet to the mid-point of the roof.

The applicant is proposing to remove 1,296 square feet of impervious to off-set the inclusion of the new structure.

The City's Zoning Ordinance states that garages can only exceed 1,200 square feet on a property if the total garage area does not exceed the floor area of the house on the lot. Detached buildings are not permitted in the front yard and cannot exceed 25% of the area of the rear yard.

The front yard setback is 30 feet in the R-1 District. The side yard setback for a detached garage is 5 feet.

According to Wright County records, the existing attached garage is 660 square feet. The addition of this garage would bring the total square footage of garage to 1,956.

County records suggest that the floor area or footprint of the house is 1,816 excluding a covered porch and deck. If including these features, it would be 2,078 square feet.

The applicant depicts no driveway to the garage. The ordinance requires all garages to have a bituminous or concrete driveway.

The architecture of the detached garage is required to be consistent with that of the house.

VARIANCE REVIEW

The Zoning Ordinance states that a variance shall only be granted when in conformance with the criteria found in Section 462 of State Statutes. The criteria for evaluation of a variance are, as follows:

1. The proposed variance is consistent with the Comprehensive Plan.
2. The proposed variance is in harmony with the general purpose and intent of this Ordinance.
3. The applicant for the variance established that there are practical difficulties in complying with the zoning ordinance. "Practical difficulties," as used in connection with the granting of a variance, means:
 - a. The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance;
 - b. The plight of the landowner is due to circumstances unique to the property not created by the landowner; and
 - c. The variance, if granted, will not alter the essential character of the locality.
 - d. Economic considerations alone do not constitute practical difficulties.
4. A variance shall not be granted for a use not allowed under the zoning ordinance for property in the zone where the affected person's land is located.
5. The City may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.

The Planning Commission will need to make findings that the request is in conformance with the above criteria in order to recommend approval of the request.

CONDITIONAL USE PERMIT REVIEW

In granting a conditional use permit, the Council shall consider the advice and recommendations of the Planning Commission and the effect of the proposed use on the Comprehensive Plan and upon the health, safety, morals and general welfare of occupants of surrounding lands. Among other things, the Council shall make the following findings where applicable:

- A. The use will not create an excessive burden on existing parks, schools, streets, and other public facilities and utilities which serve or are proposed to serve the area.
- B. The use will be sufficiently compatible with, or separated by distance or screening from, adjacent lands so that existing or future adjacent uses will not be depreciated in value, the use will not change the essential character of the neighborhood, and there will be no deterrence to development of vacant land.
- C. The structure and site shall have an appearance that will not have an adverse effect upon adjacent properties.
- D. The use, in the opinion of the Council, is reasonably related to the overall needs of the City and to the existing land use and will not endanger the public health, safety, morals, comfort, convenience, or general welfare of the neighborhood or the City.
- E. The use is consistent with the purposes of this Chapter and the purposes of the zoning district in which the applicant intends to locate the proposed use.
- F. The use is not in conflict with the Comprehensive Plan of the City.
- G. The use will not cause a traffic hazard or congestion.

- H. Adequate utilities, access roads, drainage and necessary facilities have been or will be provided.
- I. The use will not impair an adequate supply of light and air to adjacent property.

REQUEST ANALYSIS

The applicant is seeking variances from the front yard setback to place a structure 5 feet from the right-of-way. Then the second garage would cause the total garage area to exceed 1,200 square feet which requires a conditional use permit. The CUP would require an additional variance as now the total garage area would exceed the area of the house footprint. An additional variance is required to construct a garage without a driveway.

The applicant could resize the garage to equal the size of the house footprint and then move the garage to be west of the house adjacent to the existing driveway and eliminate most of the variances.

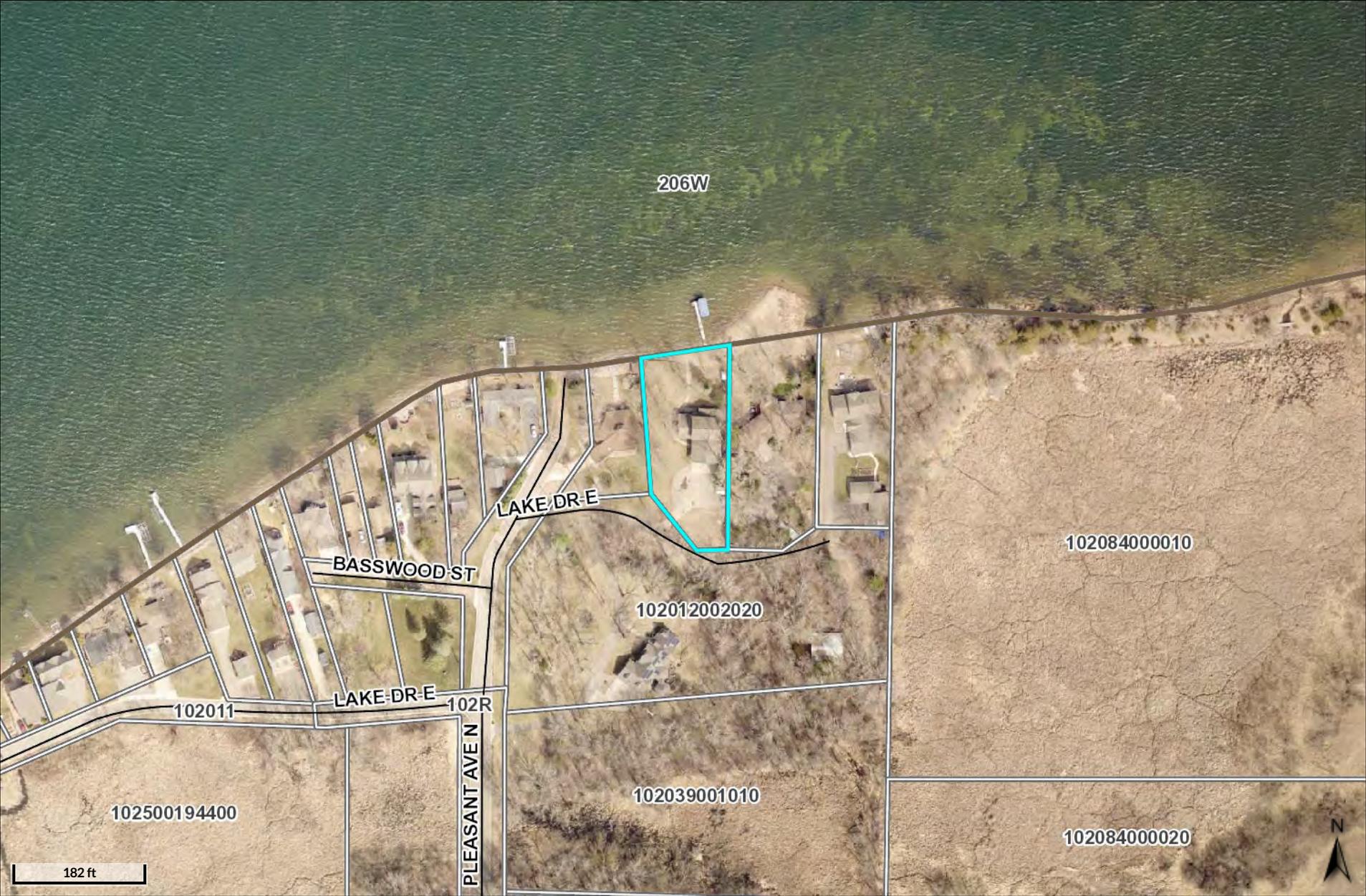
RECOMMENDED ACTION

The Planning Commission should consider the variances being requested against the review criteria in State Statutes. If the Commission finds that the applicant has a practical difficulty in putting the property to a reasonable use without the variance and that the proposed variances are a reasonable use, it would be recommended to approve the request.

Additionally, the Planning Commission will have to consider if the CUP review criteria are met.

Applicant: Kurt Jonas | Request for Variance

Legal: Lengthy - See City Hall | PID: 102012002030



Description of Request

Garage

CERTIFICATE OF SURVEY

LEGAL DESCRIPTION OF PROPERTY SURVEYED:

Those parts of Lots 2 and 3, Block 2, Hahn's Pleasant Lake Addition No. 2, according to the recorded plat thereof, Wright County, Minnesota described as follows:

Commencing at the southeast corner of Government Lot 5 of Section 19, Township 121, Range 27, said Wright County; thence North 00 degrees 50 minutes 33 seconds East along the east line of said Government Lot 5, a distance of 748.10 feet; thence North 89 degrees 09 minutes 27 seconds West, a distance of 100.00 feet; thence South 54 degrees 45 minutes 25 seconds West, a distance of 55.19 feet; thence North 88 degrees 22 minutes 50 seconds West, a distance of 73.64 feet to the point of beginning; thence South 88 degrees 33 minutes 06 seconds West, a distance of 41.70 feet; thence North 38 degrees 47 minutes 51 seconds West, a distance of 96.57 feet; thence North 04 degrees 16 minutes 38 seconds West, a distance of 181 feet, more or less, to the shoreline of Pleasant Lake; thence easterly and northeasterly along said shoreline, a distance of 123 feet, more or less, to intersect a line which bears North 00 degrees 30 minutes 44 seconds East from said point of beginning; thence South 00 degrees 30 minutes 44 seconds West, a distance of 290 feet, more or less, to the point of beginning.

NOTES:

1) This survey was performed without the benefit of a title commitment. There may or may not be easements encumbering or benefitting the subject property. The legal description as shown hereon was obtained from Document No. 1345328

2) Area to O.H.W.: 25529 SqFt 0.59 Acres

3) Benchmark:

Top of 7" nail along southwesterly property line as shown hereon. Elevation = 1043.19 N.G.V.D. 1929

EXISTING HARDCOVER AREA:

House	2697	Sq.Ft.
Deck	236	Sq.Ft.
Concrete Sidewalk	545	Sq.Ft.
Concrete/Pavers	406	Sq.Ft.
Concrete to Garage	610	Sq.Ft.
Bituminous Driveway	3324	Sq.Ft.
Shed	79	Sq.Ft.
Retaining Wall	118	Sq.Ft.
BUILDING TOTAL =	2776	Sq.Ft. 10.9%
EXISTING HARDCOVER TOTAL =	8015	Sq.Ft. 31.4%

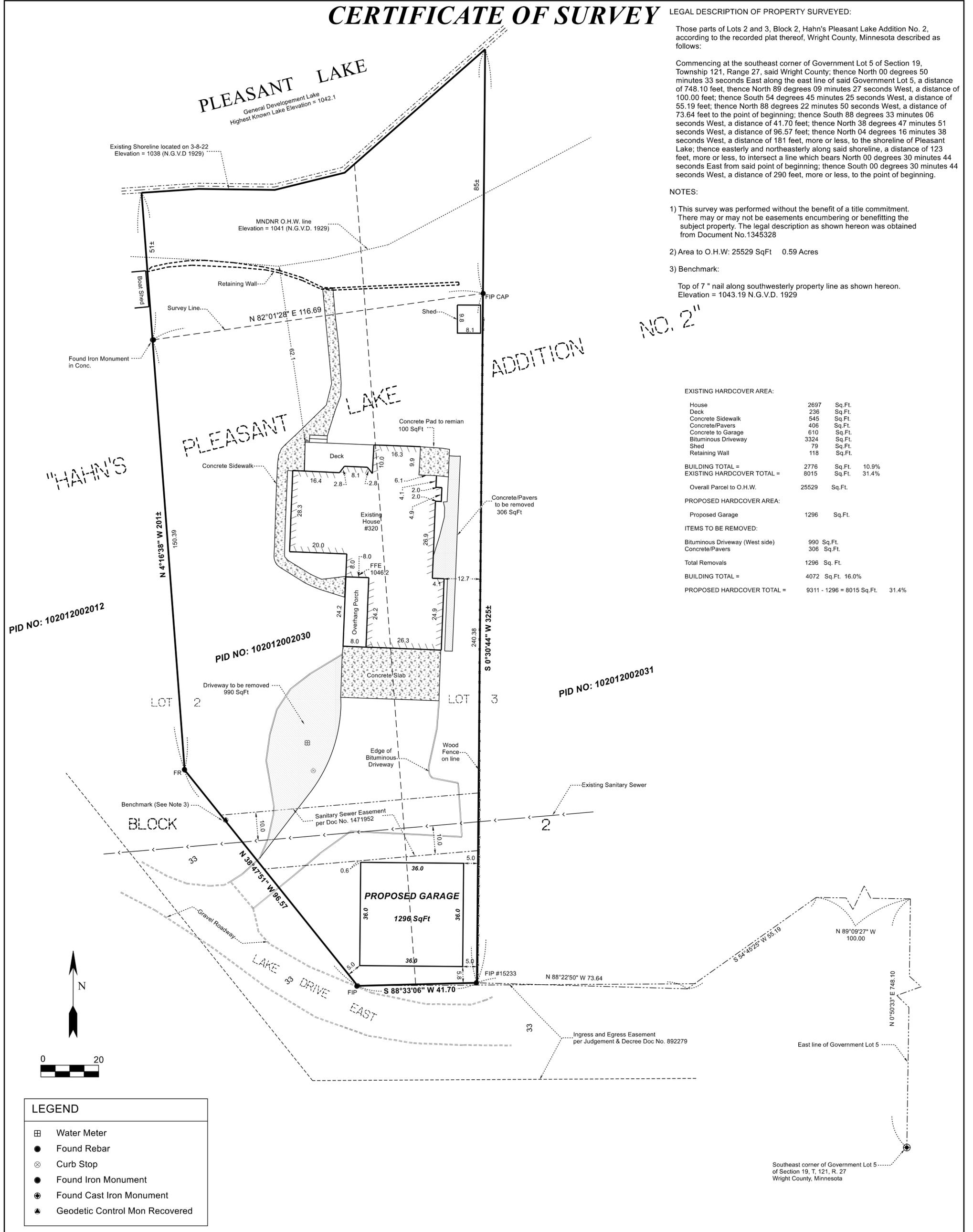
Overall Parcel to O.H.W. 25529 Sq.Ft.

PROPOSED HARDCOVER AREA:

Proposed Garage 1296 Sq.Ft.

ITEMS TO BE REMOVED:

Bituminous Driveway (West side)	990	Sq.Ft.
Concrete/Pavers	306	Sq.Ft.
Total Removals	1296	Sq. Ft.
BUILDING TOTAL =	4072	Sq.Ft. 16.0%
PROPOSED HARDCOVER TOTAL =	9311 - 1296 = 8015	Sq.Ft. 31.4%



LEGEND

⊕	Water Meter
●	Found Rebar
⊗	Curb Stop
●	Found Iron Monument
⊕	Found Cast Iron Monument
▲	Geodetic Control Mon Recovered

	WEBB SURVEYING LLC 375 SPRUCE AVENUE NORTH P.O. BOX 323 MAPLE LAKE, MN 55358 320-401-1118	CLIENT: Kurt Jonas 320 Lake Dr E, Annandale MN 55302	PROJECT LOCATION: PID NO: 102012002030 320 Lake Dr E, Annandale MN 55302	I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota. <i>Charles E. Webb, Jr.</i> Date: 03/29/22 Charles E. Webb, Jr. License No. 41226	Drawn by: T.J.F. REVISIONS Checked by: CEW Jr. <table border="1" style="font-size: small;"> <thead> <tr><th>NO.</th><th>DATE</th><th>BY</th><th>DESCRIPTION</th></tr> </thead> <tbody> <tr><td>1</td><td>4/28/22</td><td>CW</td><td>Hardcover removals</td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	NO.	DATE	BY	DESCRIPTION	1	4/28/22	CW	Hardcover removals									PROJECT NUMBER: 22005 SHEET: 1 OF 1
	NO.	DATE	BY	DESCRIPTION																		
1	4/28/22	CW	Hardcover removals																			

Date: 4/08/2022 - 4:01 PM
Design ID: 320353219632
Estimated Price: \$43,316.58

**Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.*



How to recall and purchase your design at home:



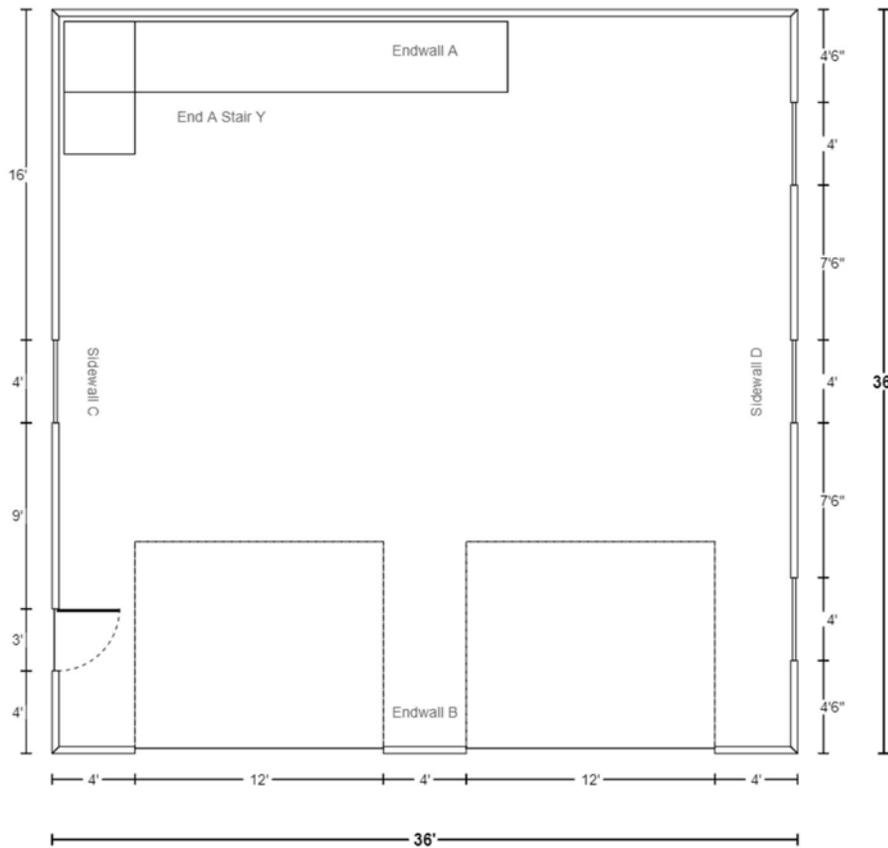
OR

1. On Menards.com, enter "Design & Buy" in the search bar
2. Select the Garage Designer
3. Recall your design by entering Design ID: 320353219632
4. Follow the on-screen purchasing instructions

How to purchase your design at the store:

1. Enter Design ID: 320353219632 at the Design-It Center Kiosk in the Building Materials Department
2. Follow the on-screen purchasing instructions

Garage Image



Date: 4/08/2022 - 4:01 PM
Design ID: 320353219632
Estimated Price: \$43,316.58

**Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.*



Estimated Price: \$43,316.58

* Today's estimated price, future pricing may go up or down. Tax, labor, and delivery not included.

Floor type (concrete, dirt, gravel) is NOT included in estimated price. The floor type is used in the calculation of materials needed. Labor, foundation, steel beams, paint, electrical, heating, plumbing, and delivery are also NOT included in estimated price. This is an estimate. It is only for general price information. This is not an offer and there can be no legally binding contract between the parties based on this estimate. The prices stated herein are subject to change depending upon the market conditions. The prices stated on this estimate are not firm for any time period unless specifically written otherwise on this form. The availability of materials is subject to inventory conditions.

MENARDS IS NOT RESPONSIBLE FOR ANY LOSS INCURRED BY THE GUEST WHO RELIES ON PRICES SET FORTH HEREIN OR ON THE AVAILABILITY OF ANY MATERIALS STATED HEREIN. All information on this form, other than price, has been provided by the guest and Menards is not responsible for any errors in the information on this estimate, including but not limited to quantity, dimension and quality. Please examine this estimate carefully.

MENARDS MAKES NO REPRESENTATIONS, ORAL, WRITTEN OR OTHERWISE THAT THE MATERIALS LISTED ARE SUITABLE FOR ANY PURPOSE BEING CONSIDERED BY THE GUEST. BECAUSE OF WIDE VARIATIONS IN CODES, THERE ARE NO REPRESENTATIONS THAT THE MATERIALS LISTED HEREIN MEET YOUR CODE REQUIREMENTS. THE PLANS AND/OR DESIGNS PROVIDED ARE NOT ENGINEERED. LOCAL CODE OR ZONING REGULATIONS MAY REQUIRE SUCH STRUCTURES TO BE PROFESSIONALLY ENGINEERED AND CERTIFIED PRIOR TO CONSTRUCTION.

Date: 4/08/2022 - 4:01 PM
Design ID: 320353219632
Estimated Price: \$43,316.58

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Dimensions

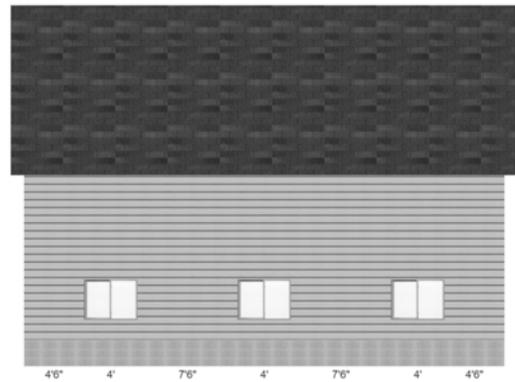
Wall Configurations

*Illustration may not depict all options selected.



ENDWALL B

Ideal Door® Commercial 12' x 10' White Insulated
Ideal Door® Commercial 12' x 10' White Insulated
48"W x 48"H JELD-WEN® Vinyl Left Slider with Grid



SIDEWALL D

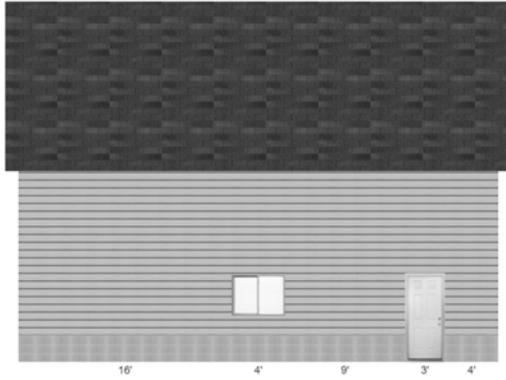
48"W x 36"H JELD-WEN® Vinyl Slider
48"W x 36"H JELD-WEN® Vinyl Slider
48"W x 36"H JELD-WEN® Vinyl Slider

Date: 4/08/2022 - 4:01 PM

Design ID: 320353219632

Estimated Price: \$43,316.58

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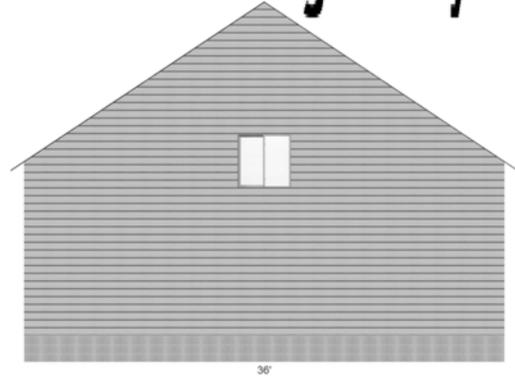


SIDEWALL C

Mastercraft®; 36"W x 80"H Primed Steel 6-Panel

48"W x 36"H JELD-WEN®; Vinyl Slider

MENARDS'
Design & Buy™ GARAGE



ENDWALL A

48"W x 48"H JELD-WEN®; Vinyl Slider

*Some items like wainscot, gutter, gable accents, are not displayed if selected.

Date: 4/08/2022 - 4:01 PM
Design ID: 320353219632
Estimated Price: \$43,316.58

**Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.*



Materials

Building Info

Building Location Zip Code:	55358
Building Width:	36'
Building Length:	36'
Building Height:	12'
Curb:	Concrete Block
Concrete Block Option:	3 Rows
Block Type:	8" Standard Concrete Construction Block
Anchor bolt:	Grip Fast 1/2" x 10" HDG Anchor Bolt w/ Nut & Washer
Wall Framing Stud:	2" x 6"
Roof Framing:	Truss Construction
Truss Type:	Gable Room in attic
Roof Pitch:	8/12 Pitch
Room Size:	8'1" x 16'
Floor:	3/4 x 4 x 8 Tongue-and-Groove OSB Sturd-I-Floor
Eave Overhang:	12"
Gable Overhang:	12"
Room In Attic Access Option:	Stairs End A
Stair Design Location:	End A Stair Y
Stairs:	Dakota™ 1-1/8" x 11-1/4" Ready-to-Finish Particleboard Stair Treads
Custom Garage Plan:	No I do not need a custom building plan

Wall Info

Siding Material Types:	LP Engineered Wood Siding
LP Engineered Wood Siding:	LP® SmartSide® 3/8" x 8" x 16' Textured Strand Lap Siding
Accent Material Type:	None
Wainscot Material Type:	None
Wall Sheathing:	RoyOMartin 1/2" Eclipse Foil Faced OSB
Gable Vents:	None

Date: 4/08/2022 - 4:01 PM
Design ID: 320353219632
Estimated Price: \$43,316.58

**Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.*



Roof Info

Roof Sheathing:	1/2" OSB (Oriented Strand Board)
Roofing Material Type:	3-Tab Shingle
3Tab Roofing:	Owens Corning® Supreme® 25-Year Warranty 3-Tab Shingles (33.3 sq ft) - Brownwood
Roof Underlayment:	Owens Corning® ProArmor® Synthetic Roofing Underlayment 42" x 286' (1,000 sq. ft.)
Ice and Water Barrier:	Owens Corning® WeatherLock® G Granulated Self-Sealing Ice and Water Barrier 3' x 66.7'(200sq.ft)
Fascia material Type:	Textured Aluminum Fascia
Fascia:	None
Soffit Material Type:	None
Soffit:	None
Gutter material Type:	None
Ridge Vent:	Viper Ridge Vent™ 11" x 20' Shingle Over Ridge Vent With Coil Roofing Nails
Roof Vents:	Air Vent Galvanized Slant-Back Static Roof Vent - Brown

Openings

Entry Door:	Mastercraft® 36"W x 80"H Primed Steel 6-Panel
Overhead Door:	Ideal Door® Commercial 12' x 10' White Insulated
Overhead Door:	Ideal Door® Commercial 12' x 10' White Insulated
Overhead Door Trim Type:	Steel
Steel Trim Color:	Brown
Windows:	48"W x 48"H JELD-WEN® Vinyl Left Slider with Grid
Windows:	48"W x 48"H JELD-WEN® Vinyl Slider
Windows:	48"W x 36"H JELD-WEN® Vinyl Slider
Windows:	48"W x 36"H JELD-WEN® Vinyl Slider
Windows:	48"W x 36"H JELD-WEN® Vinyl Slider
Windows:	48"W x 36"H JELD-WEN® Vinyl Slider
Garage Door Opener:	Chamberlain® 1/2 HP Belt Drive Garage Door Opener (Better)
Garage Door Opener:	Chamberlain® 1/2 HP Belt Drive Garage Door Opener (Better)

Date: 4/08/2022 - 4:01 PM
Design ID: 320353219632
Estimated Price: \$43,316.58

**Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.*



Additional Options

Ceiling Insulation:	Fiberglass batts
Ceiling Insulation R Value:	R13 Kraft Faced Roll
Wall Insulation:	Guardian R-19 Kraft-Faced Fiberglass Insulation 6.5" x 15" x 39.17' - 49 sq ft'
Insulation Area:	Attic and Lower area
Ceiling Finish:	1/2 x 4 x 8 Lightweight Drywall
Wall Finish:	1/2 x 4 x 8 Lightweight Drywall
Finish Area:	Attic and Lower area
Framing Fasteners:	Grip Fast® 3-1/2" 16D Vinyl-Coated Smooth Shank Sinker Nail - 5 lb. Box
Sheathing Fasteners:	Grip Fast® 2-1/2" 8D Vinyl-Coated Smooth Shank Sinker Nails
Roofing/Shingle Fasteners:	Grip Fast® 1-1/4" Electro-Galvanized Coil Roofing Nails -7,200 Count
Overhead Opening Hardware:	No

Date: 4/08/2022 - 4:01 PM
Design ID: 320353219632
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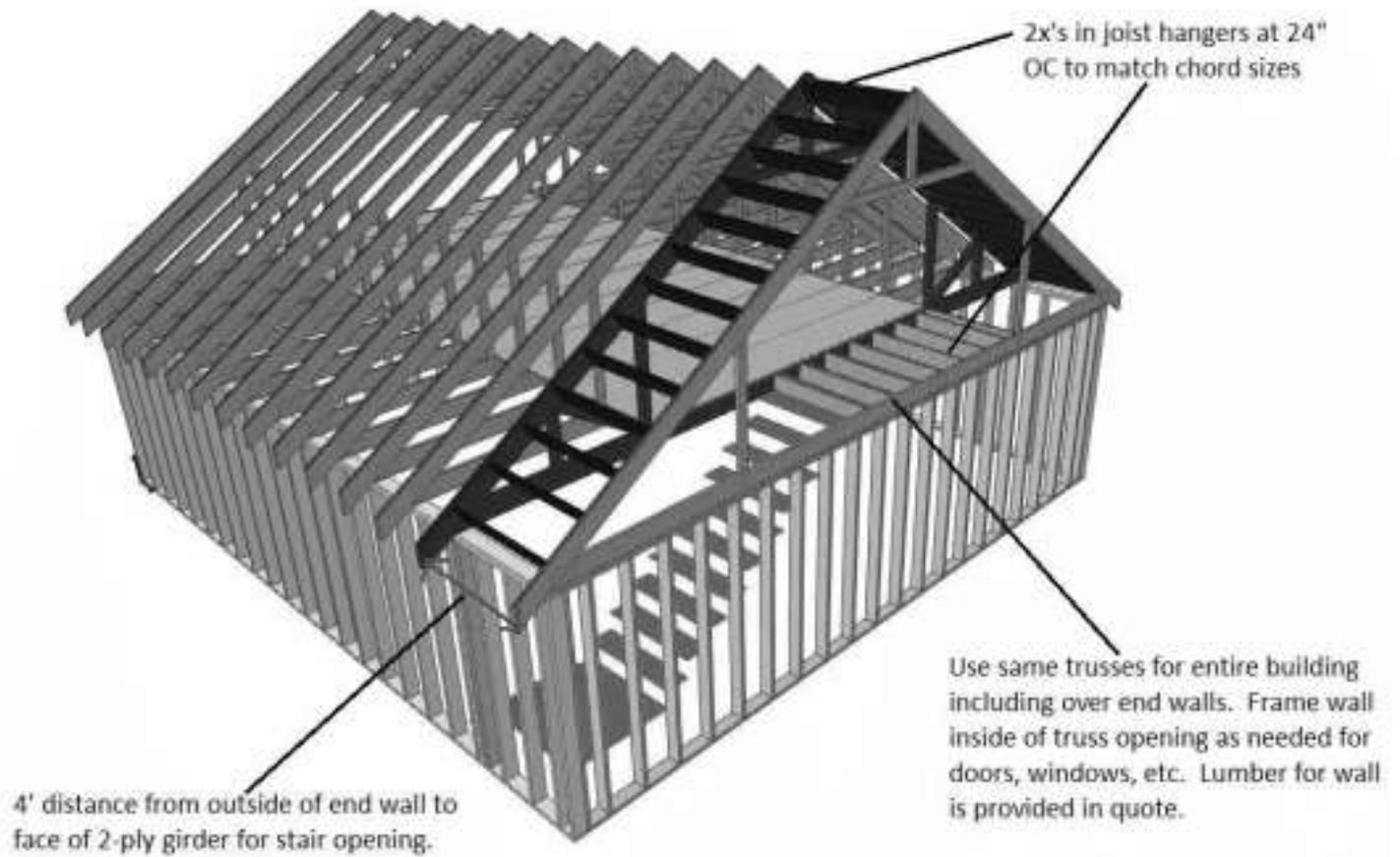


Helpful Hints for Gable Room In Attic Garage Construction

- Trusses CANNOT be cut, modified, or drilled into.
- 40# Per Square Foot live load in room area only.



- Trusses included in this estimate will have 12" overhangs. Overhangs can be trimmed back as needed.
- Span and/or pitch may require trusses to be built in 2 parts, assemble at jobsite.
- Additional truss designs are also available, including trusses with no overhangs, additional room sizes and more. See a building materials team member for more information about truss design and overhang framing detail.
- For Stair Construction:
 1. Stairway for this estimate is located next to and parallel with one of the end walls.
 2. Stairway opening will require a 2-ply girder truss located 4' from outside of end wall to face of girder. Girder is plied on site by nailing 2 Room In Attic trusses together using the following nailing pattern: 10d nails at 9" OC, 2 staggered rows on chords, 1 row on webs.
 3. Hand frame roof and floor at stair area with lumber that matches Top and Bottom chords.
 4. Do not place a truss between end wall and 2-ply girder, leave open for stairs.
 5. Use same trusses over end walls as are used for main part of building. Lumber included in this estimate to frame in plates and studs for walls at each end of room area. Using regular trusses over end walls makes it easier to install wiring, insulation, doors, and windows. Specify if walls at each end are to be 2x4 or 2x6.



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Job QTREC0687952	Truss GA1	Truss Type ATTIC	Qty 31	Ply 1	Job Reference (optional)
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Midwest Manufacturing, Eau Claire, WI

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Page: 1

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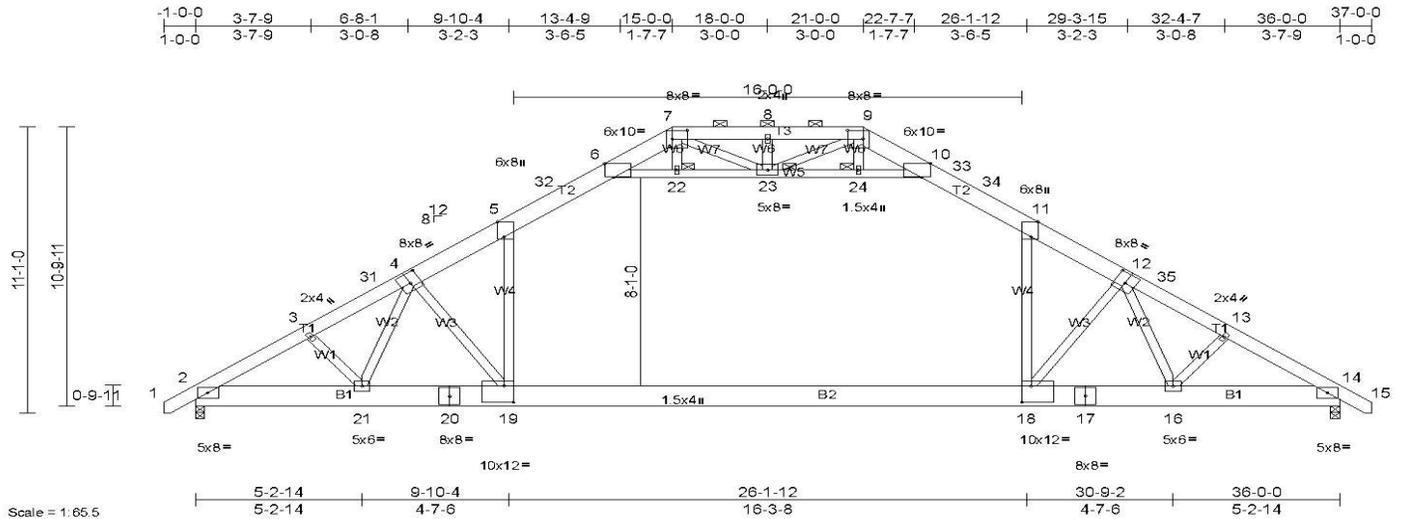


Plate Offsets (X, Y): [4:0-4-0-0-4-8], [5:0-7-1,Edge], [6:Edge,0-6-6], [7:0-5-12,0-4-0], [9:0-5-12,0-4-0], [10:Edge,0-6-6], [11:0-7-1,Edge], [12:0-4-0,0-4-8], [13:0-0-0,0-0-0], [18:0-3-8,0-7-8], [19:0-3-8,0-7-8]

Loading	(psf)	Spacing	2-0-0	CSI	DEFL	in	(loc)	l/defl	L/d	PLATES	GRIP
TCLL (roof)	42.0	Plate Grip DOL	1.15	TC	Vert(LL)	-0.55	18-19	>785	240	MT20	197/144
Snow (Ps/Pg)	41.6/60.0	Lumber DOL	1.15	BC	Vert(CT)	-0.73	18-19	>590	180		
TCDL	7.0	Rep Stress Incr	YES	WB	Horz(CT)	0.05	14	n/a	n/a		
BCLL	0.0*	Code	IRC2018/TPI2014	Matrix-MS	Attic	-0.27	18-19	>733	360		
BCDL	10.0									Weight: 310 lb	FT = 15%

LUMBER
 TOP CHORD 2x6 SPF No.2 *Except* T2:2x8 SP 2400F 2.0E
 BOT CHORD 2x10 SP 2400F 2.0E
 WEBS 2x4 SPF Stud *Except* W5:2x4 SPF No.2

REACTIONS (lb/size) 2=2344/0-3-8, (min. 0-2-11), 14=2344/0-3-8, (min. 0-2-11)
 Max Horiz 2=196 (LC 12)
 Max Grav 2=3273 (LC 40), 14=3273 (LC 40)

BRACING
 TOP CHORD Structural wood sheathing directly applied or 3-2-4 oc purlins, except
 2-0-0 oc purlins (6-0-0 max.); 7-9
 BOT CHORD Rigid ceiling directly applied or 10-0-0 oc bracing.
 JOINTS 1 Brace at Jt(s): 22, 23, 24

MITek recommends that Stabilizers and required cross bracing be installed during truss erection, in accordance with Stabilizer Installation guide.

FORCES (lb) - Max. Comp./Max. Ten. - All forces 250 (lb) or less except when shown.
 TOP CHORD 2-3=-4838/0, 3-31=4537/0, 4-31=-4292/0, 4-5=-4491/0, 5-32=-3210/38, 6-32=-2982/61, 6-7=-818/528, 9-10=-865/528, 10-33=-2982/61, 33-34=-3010/55, 11-34=-3210/38, 11-12=-4491/0, 12-35=-4292/0, 13-35=-4537/0, 13-14=-4838/0, 7-8=-946/848, 8-9=-946/848
 BOT CHORD 2-21=-24/3886, 20-21=0/3876, 19-20=0/3876, 18-19=0/3289, 17-18=0/3782, 16-17=0/3782, 14-16=0/3879
 WEBS 6-22=-4166/0, 22-23=-4132/0, 23-24=-4132/0, 10-24=-4166/0, 5-19=0/1923, 11-18=0/1923, 3-21=-251/77, 13-16=-251/77, 7-22=0/292, 7-23=-220/655, 8-23=-497/59, 9-24=0/292, 9-23=-220/571, 12-18=-1139/178, 4-19=-1139/178, 4-21=-771/312, 12-16=-775/312

- NOTES**
- Unbalanced roof live loads have been considered for this design.
 - Wind: ASCE 7-16; Vult=115mph (3-second gust) Vasd=91mph; TCCL=4.2psf, BCDL=6.0psf; h=25ft; Cat. II; Exp B; Enclosed; MWFRS (envelope) exterior zone and C-C Exterior(2E) 0-10-13 to 2-8-7, Interior (1) 2-8-7 to 11-4-13, Exterior(2R) 11-4-13 to 24-7-3, Interior (1) 24-7-3 to 33-3-9, Exterior(2E) 33-3-9 to 36-10-13 zone, cantilever left and right exposed; end vertical left and right exposed; C-C for members and forces & MWFRS for reactions shown; Lumber DOL=1.60 plate grip DOL=1.60
 - ** TCCL: ASCE 7-16; Pr=42.0 psf (roof LL: Lum DOL=1.15 Plate DOL=1.15); Pg=60.0 psf, Ps= varies (41.6 psf Lum DOL=1.15 Plate DOL=1.15) see load cases; Is=1.0; Rough Cat B; Fully Exp.; Ce=0.9; Cs=1.00; Ct=1.10, Lu=50-0-0
 - Roof design snow load has been reduced to account for slope.
 - Unbalanced snow loads have been considered for this design.
 - This truss has been designed for greater of min roof live load of 12.0 psf or 1.00 times flat roof load of 41.6 psf on overhangs non-concurrent with other live loads.
 - Provide adequate drainage to prevent water ponding.
 - This truss has been designed for a 10.0 psf bottom chord live load nonconcurrent with any other live loads.
 - * This truss has been designed for a live load of 20.0psf on the bottom chord in all areas where a rectangle 3-06-00 tall by 2-00-00 wide will fit between the bottom chord and any other members.
 - Ceiling dead load (5.0 psf) on member(s). 5-6, 10-11, 6-22, 22-23, 23-24, 10-24; Wall dead load (5.0psf) on member(s). 5-19, 11-18
 - Bottom chord live load (40.0 psf) and additional bottom chord dead load (0.0 psf) applied only to room. 18-19
 - This truss is designed in accordance with the 2018 International Residential Code sections R502.11.1 and R802.10.2 and referenced standard ANSI/TPI 1.

Continued on page 2

Date: 4/08/2022 - 4:01 PM
Design ID: 320353219632
Estimated Price: \$43,316.58

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Job	Truss	Truss Type	Qty	Ply	Job Reference (optional)
QTREC0887952	GA1	ATTIC	31	1	

Midwest Manufacturing, Eau Claire, WI

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Page: 2

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- 13) Graphical purlin representation does not depict the size or the orientation of the purlin along the top and/or bottom chord.
- 14) Attic room checked for L/360 deflection.

LOAD CASE(S) Standard

- 1) Dead + Snow (balanced): Lumber Increase=1.15, Plate Increase=1.15

Uniform Loads (lb/ft)

Vert: 25-28=-20, 1-5=-97, 5-6=-107, 6-7=-97, 9-10=-97, 10-11=-107, 11-15=-97, 6-22=-10, 22-23=-10, 23-24=-10, 10-24=-10, 7-9=-97
Drag: 5-19=-10, 11-18=-10

Date: 4/08/2022 - 4:01 PM
 Design ID: 320353219632
 Estimated Price: \$43,316.58

*Today's estimated price. Future pricing may go up or down. Tax, labor, and delivery not included.



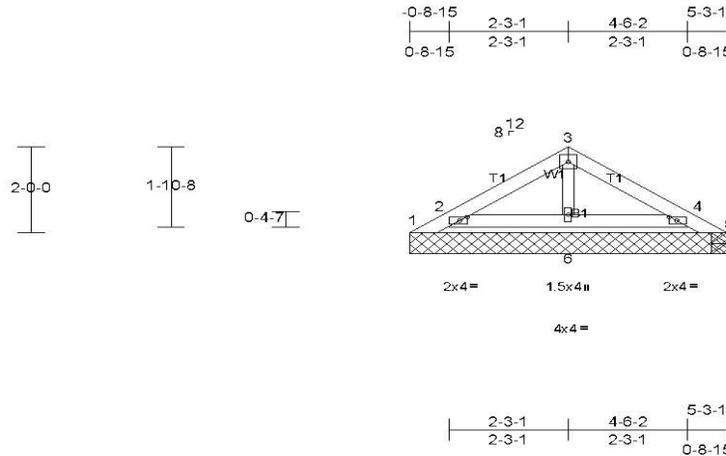
Job QTREC0687952	Truss TOP1	Truss Type COMMON	Qty 31	Ply 1	Job Reference (optional)
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Midwest Manufacturing, Eau Claire, WI

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Page: 1

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Scale = 1/32

Plate Offsets (X, Y): [2:0-1-11,0-1-0], [4:0-1-11,0-1-0]

Loading	(psf)	Spacing	2-0-0	CSI	TC	0.14	DEFL	in	(loc)	l/defl	L/d	PLATES	GRIP
TCLL (roof)	42.0	Plate Grip DOL	1.15	BC	0.08	Vert(LL)	0.00	6-12	>999	240		MT20	197/144
Snow (Ps/Pg)	41.6/60.0	Lumber DOL	1.15	WB	0.03	Vert(CT)	0.00	6-12	>999	180			
TCDL	7.0	Rep Stress Incr	YES	Matrix-MP		Horz(CT)	0.00	4	n/a	n/a			
BCLL	0.0*	Code	IRC2018/TPI2014									Weight: 14 lb	FT = 15%
BCDL	10.0												

LUMBER

TOP CHORD 2x4 SPF No.2
 BOT CHORD 2x4 SPF No.2
 WEBS 2x3 SPF Stud

BRACING

TOP CHORD
 BOT CHORD

Structural wood sheathing directly applied or 6-0-0 oc purlins.
 Rigid ceiling directly applied or 10-0-0 oc bracing.

MiTek recommends that Stabilizers and required cross bracing be installed during truss erection, in accordance with Stabilizer Installation guide.

REACTIONS

All bearings 6-0-0.
 (lb) - Max Horiz 1=-35 (LC 10)
 Max Uplift All uplift 100 (lb) or less at joint(s) 2, 4, 5, 7, 10 except 1=-105 (LC 21)
 Max Grav All reactions 250 (lb) or less at joint(s) 1, 5, 6 except 2=433 (LC 21), 4=392 (LC 22), 7=433 (LC 21), 10=392 (LC 22)

FORCES

(lb) - Max. Comp./Max. Ten. - All forces 250 (lb) or less except when shown.

NOTES

- Unbalanced roof live loads have been considered for this design.
- Wind: ASCE 7-16; Vult=115mph (3-second gust) Vasd=91mph; TCDL=4.2psf, BCDL=6.0psf; h=25ft; Cat. II; Exp B; Enclosed; MWFRS (envelope) exterior zone and C-C Exterior (2) zone; cantilever left and right exposed; end vertical left and right exposed; C-C for members and forces & MWFRS for reactions shown; Lumber DOL=1.60 plate grip DOL=1.60
- TCLL: ASCE 7-16; Pr=42.0 psf (roof LL: Lum DOL=1.15 Plate DOL=1.15); Pg=60.0 psf, Ps=41.6 psf (Lum DOL=1.15 Plate DOL=1.15); Is=1.0; Rough Cat B; Fully Exp.; Ce=0.9; Cs=1.00; Ct=1.10
- Roof design snow load has been reduced to account for slope.
- Unbalanced snow loads have been considered for this design.
- This truss has been designed for a 10.0 psf bottom chord live load nonconcurrent with any other live loads.
- * This truss has been designed for a live load of 20.0psf on the bottom chord in all areas where a rectangle 3-06-00 tall by 2-00-00 wide will fit between the bottom chord and any other members.
- Provide mechanical connection (by others) of truss to bearing plate capable of withstanding 100 lb uplift at joint(s) 5, 2, 4, 2, 4 except (jt=lb) 1=104.
- This truss is designed in accordance with the 2018 International Residential Code sections R502.11.1 and R602.10.2 and referenced standard ANSI/TPI 1.
- See Standard Industry Piggyback Truss Connection Detail for Connection to base truss as applicable, or consult qualified building designer.

LOAD CASE(S)

Standard



**BOLTON
& MENK**

Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

May 4, 2022

Jacob Thunander, Community Development Director
via e-mail: jthunander@annandale.mn.us

RE: 320 Lake Drive East Certificate of Survey Review
City of Annandale, Minnesota
Project No.: OW1.126383

Dear Jacob,

We have reviewed the Certificate of Survey submitted via e-mail on 5/2/2022 for the above referenced project and have the following comments:

1. The information provided indicates that the proposed impervious surface area, with the garage construction, will match the existing impervious percentage due to the removal of a portion of the existing driveway as well as pavers. If additional impervious surface is added in the future, stormwater improvements required by the shoreland district will be required.
2. Site grading resulting from the proposed garage construction shall not adversely affect drainage on adjacent properties.
3. The proposed garage location shall not adversely impact access to the existing sanitary sewer easement.
4. The proposed garage location shall not impede maintenance activities associated with Lake Drive East.

If you have any questions on the above, please call.

Sincerely,

Bolton & Menk, Inc.

Jared Voge, P.E.
City Engineer

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: May 9, 2022	Agenda No. 10B
Agenda Section: Consent	Item: Concept Site Plan Review for a 90-unit Apartment Building, PID: 206-000-311200. Proposer: The Willows of Annandale (Gary Stang)	

SITE INFORMATION & BACKGROUND

PID:	206-000-311200
Legal Description:	Unplatted Land – Corinna Township
Zoning District:	N/A
Comprehensive Plan:	Multifamily
Surrounding Site Use:	North: Pintail Ponds PUD – Apartments and single family homes East: Corinna Township – Agricultural South: Corinna Township – Agricultural West: Corinna Township – Agricultural
Planning Case Number:	2022-07
Deadline for Decision:	N/A (60-day deadline) N/A (120-day deadline)

BACKGROUND

The Willows of Annandale, LLC (Gary Stang) has submitted for concept plan review for a potential subdivision located south of the Pintail Ponds PUD and east of County Road 5. The proposal requests annexation of approximately 29 acres with development of a 90-unit apartment building and associated garages in Phase I on the northeastern six acres. Rezoning to R-5 would be required for this proposal. A mix of medium and high density residential on the remaining acreage is proposed, however no concepts have been provided at this time.

Number of Apartment Units

The applicant is proposing a 90-unit apartment building. In the R-5 District under “lot density” it states that a maximum density of 15 units per acre is permitted. It appears that the lot area for the apartment building is approximately 6 acres in size, which would permit the desired number of units.

Site Access & Circulation

The site would be accessed from an extension of Pintail Drive. Pintail Drive will continue south and connect to an east-west collector road. The collector road will then connect to County Road 5 on the west and eventually continue eastward.

Parking

The applicant is proposing tuck under garages, four detached garage structures, and surface parking. The ordinance requires 2.5 stalls per unit with 1 parking stall per unit to be placed in a

garage. This would require that there be 225 parking spaces with 90 in a garage. The applicant states there are 68 spaces in the tuck under garages, 78 in the detached garages, and 126 in the parking lots, which would meet code requirements.

Typically, the City prefers residential buildings be designed to face the street, with no parking garages in front yards. Staff would request the applicant condense the amount of detached garage units, including the removal of the 8-stall detached garage proposed at the southwest corner. Staff recommend the applicant reduce the number of detached garage stalls and surface parking stalls by approximately 35 to 45 stalls. This reduction would appear to meet the City's parking code and may assist with open space and landscaping requirements.

It is also noted that parking stalls and garage units are intended for the parking of vehicles for residents of the apartments.

Lighting

A photometric plan meeting the City's lighting standards will need to be supplied at the time of preliminary plat.

Trash Enclosure

The applicant is expected to meet the City's performance standards for trash enclosures and plans must be submitted. Trash enclosures are to be placed in rear or side yards and must be fully screened from the view of adjacent properties and public right-of-way. Screening should be constructed to resemble a fence or with architectural elements similar to the principal structure.

Landscaping

The City's zoning ordinance requires 30% landscaped open space for a multi-family structure. The landscaping plan is required to provide 1 tree per unit for a multi-family structure or 90 trees per the proposed concept. The ordinance requires a minimum of 25% coniferous and 25% deciduous. A landscaping plan would be required at the time of land use review.

Building Materials

The City's Ordinance requires that for multi-family structures "exterior building finishes shall consist of materials comparable in grade and quality to brick; natural stone; stucco; wood, provided the surfaces are finished for exterior use and wood of proven exterior durability is used, such as cedar, redwood, cypress (or residential metal or vinyl siding manufactured to resemble wood siding). No vertical or horizontal ribbed sheet metal siding is allowed in residential districts." It appears that the applicant is generally meeting the City's code for exterior finishes, however specification of materials will be required.

The City's Ordinance for roofing states "Roofs shall be constructed only of commercial grade asphalt shingles, wood shingles, architectural metal (if metal is used, concealed/hidden fasteners must be used), slate, tile or copper. For all roofing, a minimum roof slope of 4/12 and a minimum 12 inch soffit are required." Proposed roofing materials also appear to generally meet the requirements of the ordinance.

Setbacks & Performance Standards

Setbacks in the R-5 District are required at “30 feet from exterior property line; 50 feet from any R-1 or R-2 district property, and 20 feet for building separation.” The lot coverage for the apartment building will need to meet the 35% maximum requirement in the R-5 District. The maximum height is 40 feet.

Signage

A signage plan conforming to the City’s sign ordinance will need to be provided.

Wetlands, Grading, Drainage

The applicant will need to follow the recommendations of the City Engineer relating to grading, drainage, and wetlands.

Remaining Acreage

At the time of preliminary plat, the property owner will be required to submit a conceptual layout for development of the remaining acreage.

PLANNING COMMISSION REVIEW:

The Planning Commission discussed the concept at their meeting on May 9, 2022. Due to the timing of meetings and the drafting of this report, a verbal update of the recommendations by the Commission will be discussed.

CITY COUNCIL DISCUSSION

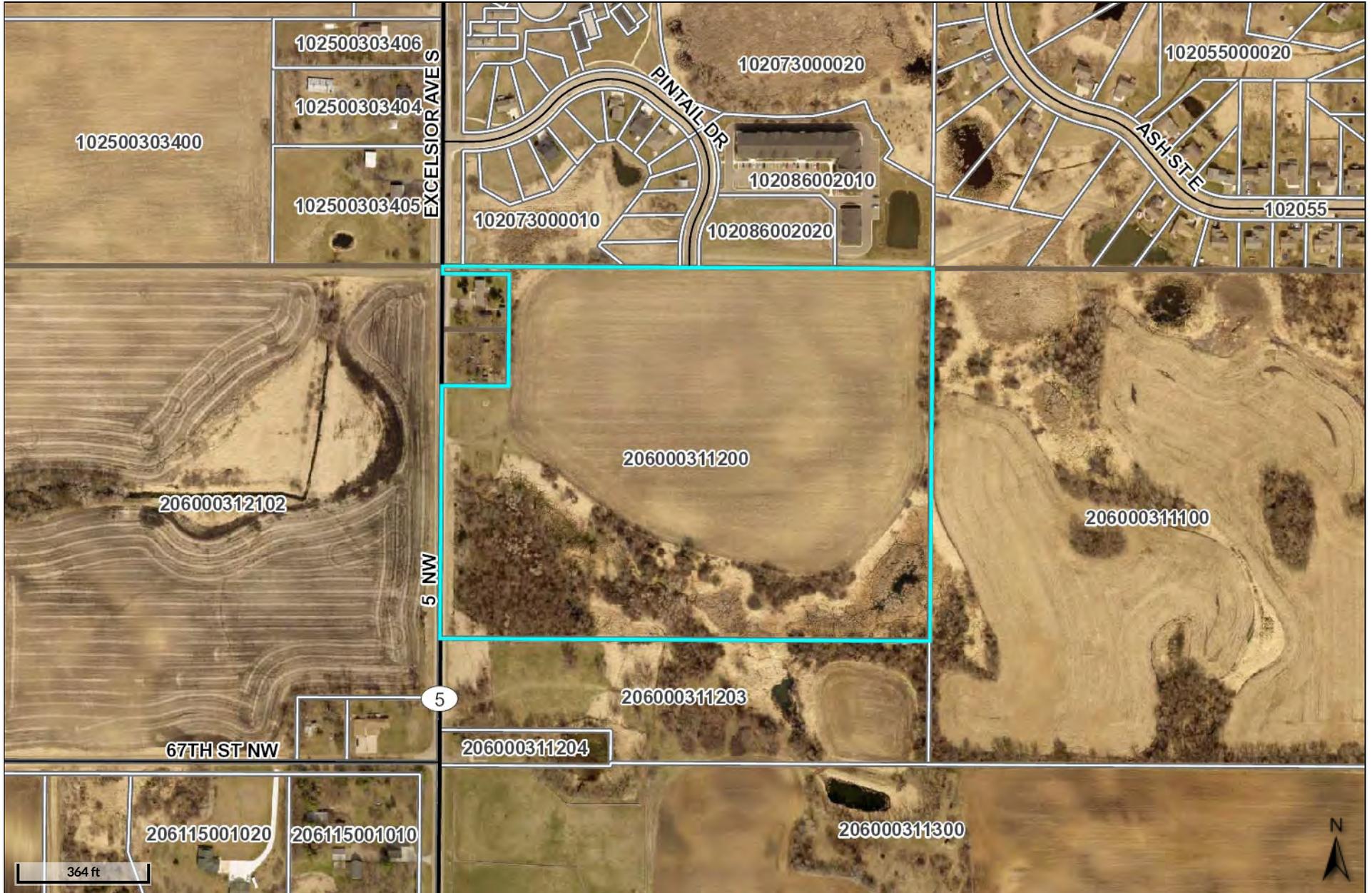
The City Council should review the concept plan, ask questions, and provide preliminary comments to the applicant. These comments will help the applicant with refining their development plans for submitting a formal zoning or land use application to the City.

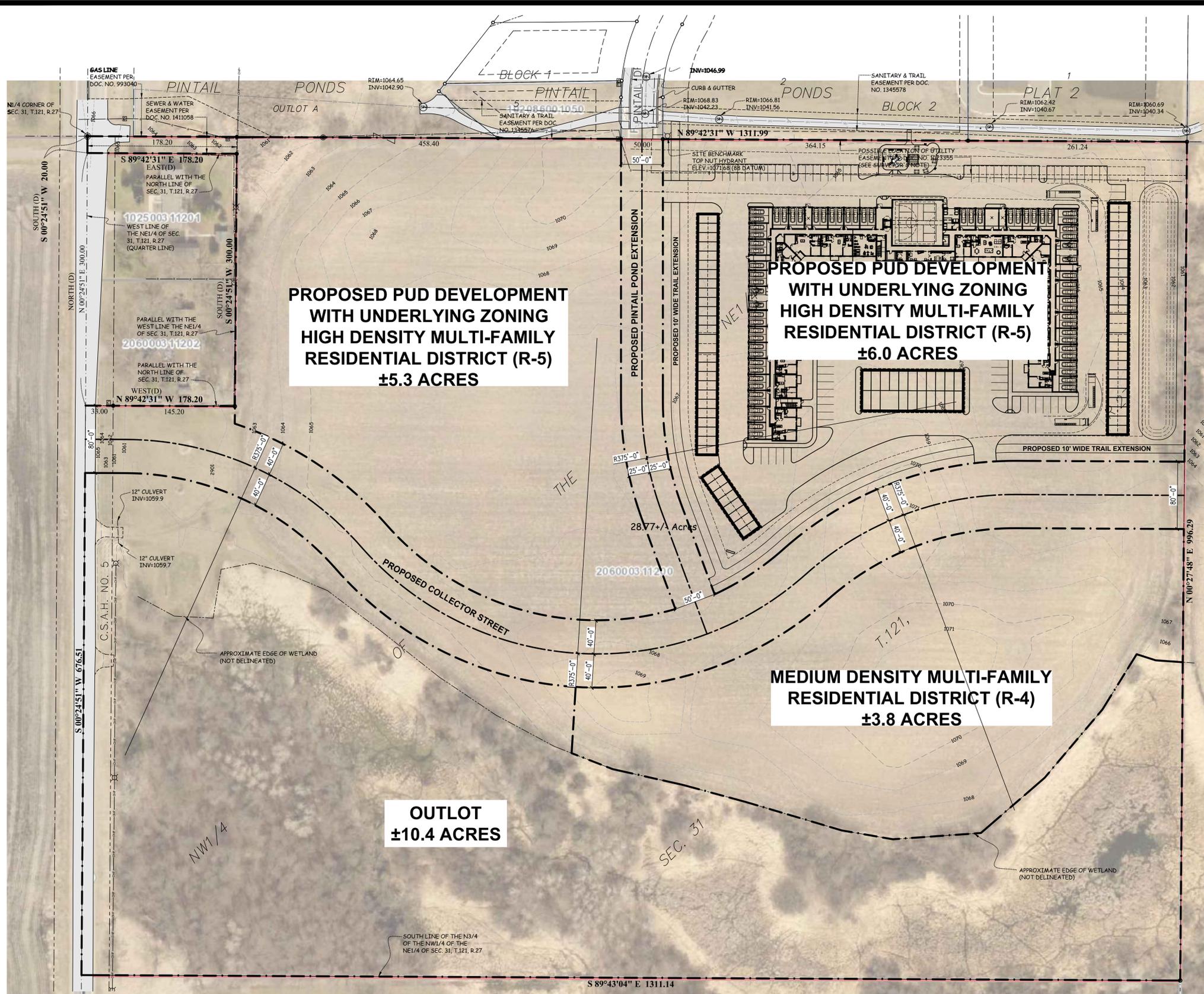
It is noted that a significant amount of detail will be required if the project proceeds to zoning and land use application.

Attachments:

- A. Aerial Image
- B. Applicant Narrative
- C. Concept Site Plan
- D. Elevations
- E. City Engineer’s Letter, Dated April 29, 2022
- Z. Conditions of Approval

PID: 206-000-311200





**PROPOSED PUD DEVELOPMENT
WITH UNDERLYING ZONING
HIGH DENSITY MULTI-FAMILY
RESIDENTIAL DISTRICT (R-5)
±5.3 ACRES**

**PROPOSED PUD DEVELOPMENT
WITH UNDERLYING ZONING
HIGH DENSITY MULTI-FAMILY
RESIDENTIAL DISTRICT (R-5)
±6.0 ACRES**

**MEDIUM DENSITY MULTI-FAMILY
RESIDENTIAL DISTRICT (R-4)
±3.8 ACRES**

**OUTLOT
±10.4 ACRES**

LEGAL DESCRIPTION

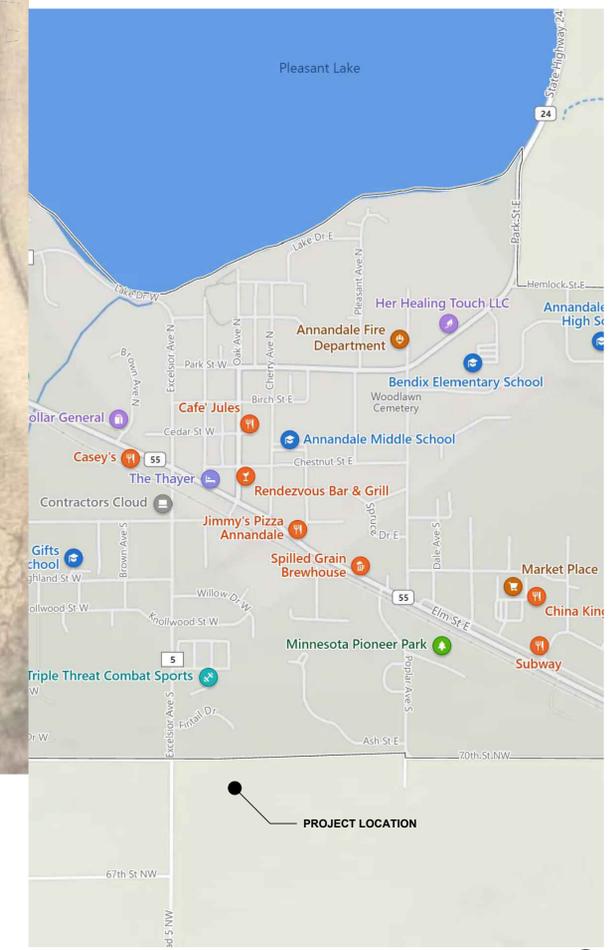
(Per First American Title Insurance Company, Title Commitment, File No. 1608785)
The Land referred to herein below is situated in the County of Wright, State of MN, and is described as follows:
The North 3/4 of the Northwest Quarter of the Northeast Quarter of Section 31, Township 121, Range 27, Wright County, Minnesota, except the following described tract: Commencing at the north quarter corner of said Section 31; thence South along the quarter line 20.0 feet for a point of beginning of the tract to be described; thence East parallel with the north line of said Section 31, 178.2 feet; thence South parallel with the west line of the Northeast Quarter of said Section 31, 300.0 feet; thence West parallel with the north line of said Section 31, 178.2 feet to the west line of the Northeast Quarter of said Section 31; thence North 300.0 feet to the point of beginning.

SURVEYOR'S NOTES

-Book 32 of Misc., page 335, refers to a 50 foot wide gas pipeline easement across the subject property but does not define its location.
-The legal description for the utility easement described in Doc. No. 1023355 is ambiguous and its location could be interpreted differently than it is graphically shown herein.

- AFFECT ON EXISTING COMMUNITY FACILITIES
- THE PLAN WILL PROVIDE NEEDED APARTMENT HOUSING FOR ANNANDALE RESIDENTS.
- THE INSTALLATION OF THE EAST WEST COLLECTOR ROAD WILL FACILITATE TRAFFIC FLOW AND ENHANCE OPPORTUNITIES FOR ADJACENT PROPERTY DEVELOPMENT.
- THE PLAN WILL REDUCE TRAFFIC THROUGH THE RESIDENTIAL NEIGHBORHOOD BECAUSE THERE WILL BE ALTERNATE ACCESS TO COUNTY ROADS.
- PROVIDE UTILITY EXTENSIONS TO ASSIST IN PROVIDING NECESSARY CAPACITY FOR FUTURE DEVELOPMENT IN THE AREA
- PLAN RELATES TO NEIGHBORING SUBDIVISIONS
- THE PLAN RELATES TO THE NEIGHBORING PINTAIL PONDS DEVELOPMENT, TO THE NORTH, WITH ROAD AND UTILITY EXTENSIONS FROM THAT DEVELOPMENT AS WELL AS EXTENDING THE EXISTING TRAIL SYSTEM TO, THROUGH, AND AROUND THE PROPOSED DEVELOPMENT.

VICINITY MAP



**MAHLER & ASSOCIATES
ARCHITECTURE**

Greene H.D. Mahler, AIA
Principal

5150 Marston Drive
Suite 101
Sauk Rapids, MN 56379

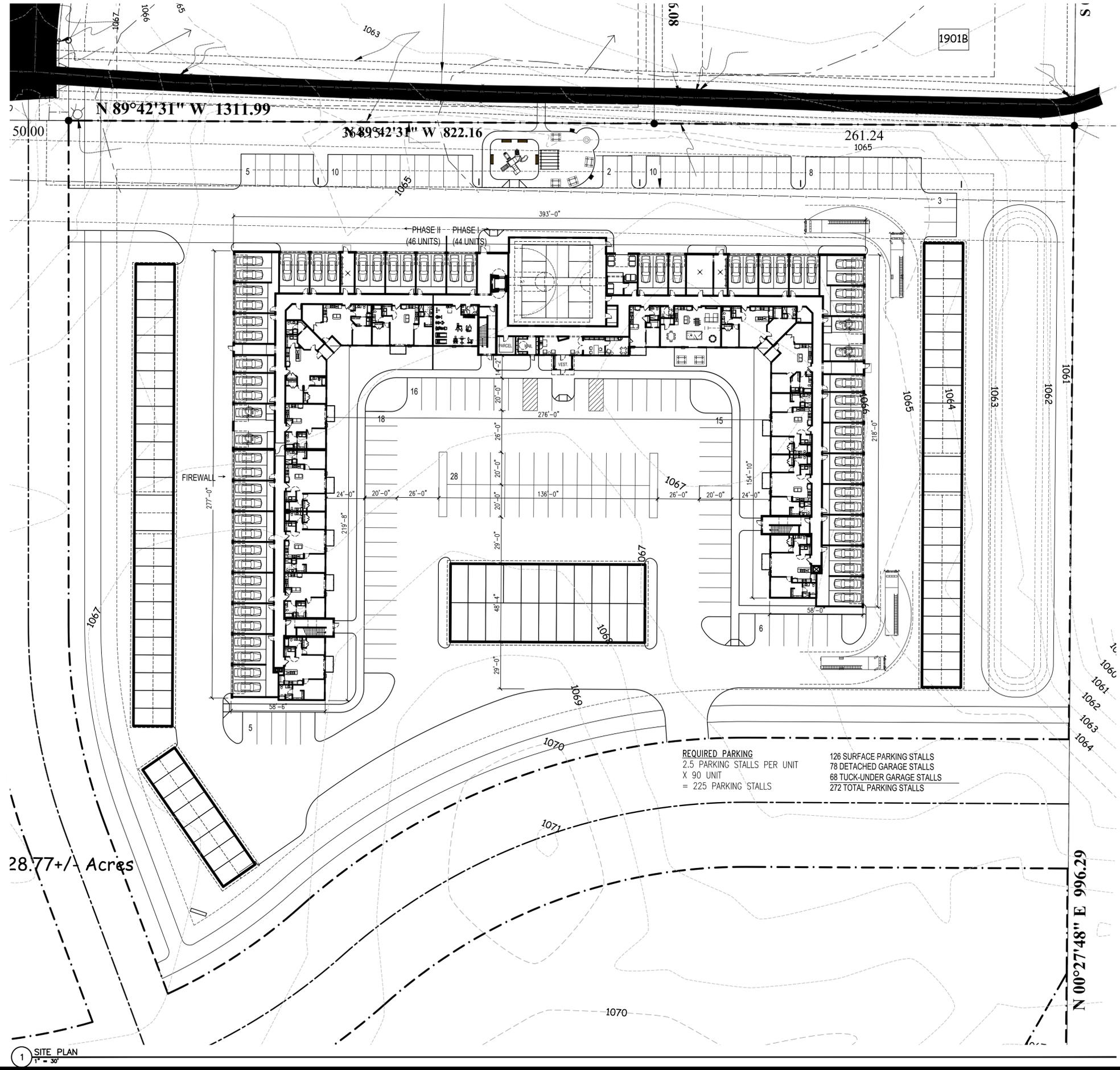
TEL: (320) 257-2724
EMAIL: gmahler@mahlerarchitecture.com

PRELIMINARY
NOT FOR
CONSTRUCTION

No.	Revision/Issue	Date

ANNANDALE II
PROJECT STREET
PROJECT TOWN, XX 00000
CLIENT'S NAME
000-000-0000

Project: 2203
Date: 04/21/2022
Scale: AS INDICATED
Sheet: CONCEPT SITE PLAN
AS-102



1 SITE PLAN
1" = 30'

REQUIRED PARKING
2.5 PARKING STALLS PER UNIT
X 90 UNIT
= 225 PARKING STALLS

126 SURFACE PARKING STALLS
78 DETACHED GARAGE STALLS
68 TUCK-UNDER GARAGE STALLS
272 TOTAL PARKING STALLS

28.77+/- Acres

MAHLER & ASSOCIATES
ARCHITECTURE

Greene H.D. Mahler, AIA
Principal

5150 Marston Drive
Suite 101
Sauk Rapids, MN 56379

TEL: (320) 257-2724
EMAIL: gmahler@mahlerarchitecture.com

PRELIMINARY
NOT FOR
CONSTRUCTION

No.	Revision/Issue	Date

Project Name and Address
ANNANDALE II
PROJECT STREET
PROJECT TOWN, XX 00000

CLIENT'S NAME
000-000-0000

Project: 2203
Date: 04/08/2022
Scale: AS INDICATED

Sheet: SITE PLAN

AS-101



1 FRONT ELEVATION 'A'
3/32" = 1'-0"



2 FRONT ELEVATION 'B'
3/32" = 1'-0"



3 EAST ELEVATION - INSIDE LEG
3/32" = 1'-0"

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PRELIMINARY
NOT FOR
CONSTRUCTION

No.	Revision/Issue	Date

Project Name and Address
ANNANDALE II
PROJECT STREET
PROJECT TOWN, XX 00000
CLIENT'S NAME
000-000-0000

Project: 2203
Date: 03/14/2022
Scale: AS INDICATED
Sheet: EXTERIOR ELEVATIONS

A-201
OF



1 EAST ELEVATION - OUTSIDE LEG
3/32" = 1'-0"



2 BACK ELEVATION 'A'
3/32" = 1'-0"



3 BACK ELEVATION 'B'
3/32" = 1'-0"

MAHLER & ASSOCIATES
 ARCHITECTURE
 Firm Name and Address
 Greeme H.D. Mahler, AIA
 Principal
 5150 Marson Drive
 Suite 101
 Sauk Rapids, MN 56379
 TEL: (320) 257-2724
 EMAIL: gmahler@mahlerarchitecture.com

PRELIMINARY
 NOT FOR
 CONSTRUCTION

No.	Revision/Issue	Date

Project Name and Address
ANNANDALE II
PROJECT STREET
PROJECT TOWN, XX 00000
 CLIENT'S NAME
 000-000-0000

Project
 2203
 Date
 03/14/2022
 Scale
 AS INDICATED
 Sheet
 EXTERIOR ELEVATIONS
A-202
 OF



1 WEST ELEVATION - OUTSIDE LEG
3/32" = 1'-0"



2 WEST ELEVATION - INSIDE LEG
3/32" = 1'-0"

MAHLER & ASSOCIATES
ARCHITECTURE



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PRELIMINARY
NOT FOR
CONSTRUCTION

No.	Revision/Issue	Date

Project Name and Address
ANNANDALE II
PROJECT STREET
PROJECT TOWN, XX 00000
CLIENT'S NAME
000-000-0000

Project: 2203
Date: 03/14/2022
Scale: AS INDICATED
Sheet: EXTERIOR ELEVATIONS
A-203



1 SINGLE DEPTH GARAGE ELEVATIONS
3/32" = 1'-0"



2 DOUBLE DEPTH GARAGE ELEVATIONS
3/32" = 1'-0"

MAHLER & ASSOCIATES
ARCHITECTURE



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Sauk Rapids, MN 56379
TEL: (320) 257-2724
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PRELIMINARY
NOT FOR
CONSTRUCTION

No.	Revision/Issue	Date

Project Name and Address
ANNANDALE II
PINTAIL DRIVE
ANNANDALE, MN
PINTAIL II DEVELOPMENT, LLC.
320-255-7497

Project: 2203
Date: 04/21/2022
Scale: AS INDICATED
Sheet: GARAGE ELEVATIONS
G-102



**BOLTON
& MENK**

Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

April 29, 2022

Jacob Thunander, Community Development Director
via e-mail: jthunander@annandale.mn.us

RE: Pintail Apartments 2 Concept
City of Annandale, Minnesota
Project No.: OW1.127358

Dear Jacob,

We have reviewed the concept plan submitted via e-mail 4/25/2022 for the above referenced project and have the following comments:

1. The applicant shall complete all necessary environmental reviews, including but not limited to wetland delineation and mitigation reports etc., for the project.
2. A Wright County roadway access permit will be required for the proposed collector roadway connection to County Road 5.
3. All Wright County comments shall be addressed.
4. All MnDNR comments shall be addressed.
5. The applicant shall be responsible for obtaining all required permits for the development.
6. Consideration shall be given to extending the 10-foot bituminous trail to County Road 5.
7. Pedestrian safety must be evaluated at the existing pedestrian crossing located near the north side of the property. The extension of Pintail Drive will create a mid-block pedestrian crossing.
8. The applicant shall provide proposed roadway typical sections for review of the city.
9. The applicant shall submit a Storm Water Pollution Prevention Plan for the review of the city.
10. The applicant shall submit a Storm Water Management Plan including storm water calculations complete with drainage area maps for the review of the city.
11. The applicant shall enter into a Stormwater Maintenance Agreement for all stormwater basins on the property.
12. All stormwater basins and accesses to them shall be contained within easements.
13. The applicant shall submit a grading plan for the review of the city.
14. The applicant shall submit utility plans for the review of the city.
15. All water services shall be insulated from the watermain to the right-of-way.
16. The applicant shall submit signage and striping plans for the review of the city.
17. The applicant shall submit construction details for the review of the city.
18. The applicant shall submit a lighting plan for the review of the city.
19. The applicant shall submit a landscaping plan for the review of the city.

Jacob Thunander

April 29, 2022

Page 2

20. All construction shall be in accordance with the City of Annandale Standards.

We recommend the above requested information be submitted with a preliminary plat application for the review and approval of the City of Annandale.

If you have any questions on the above, please call.

Sincerely,

Bolton & Menk, Inc.

A handwritten signature in blue ink, appearing to read 'J. Voge', with a long horizontal flourish extending to the right.

Jared Voge, P.E.

City Engineer

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: May 9, 2022	Agenda No. 10D
Agenda Section: New Business	Item: Consideration to Adopt Resolution, Ordinance 393, and Approving Developer Agreement related to Triplett Farms 4th Addition Final Plat Applicant: LGI Homes – Minnesota, LLC.	
<p>SITE INFORMATION & BACKGROUND</p> <p>PID: 102-087-000030</p> <p>Legal Description: Outlot C Triplett Farms 3rd Addition</p> <p>Zoning District: One Family Residential District (R-1)/PUD</p> <p>Comprehensive Plan: Residential</p> <p>Surrounding Site Use: North: R-1/Residential East: R-4 & Ag South: R-1/Residential – Triplett Farms West: R-1/Residential – Triplett Farms</p> <p>Planning Case Number: 2022-09</p> <p>Deadline for Decision: May 30, 2022 (60-day deadline) July 29, 2022 (120-day deadline)</p> <p>BACKGROUND</p> <p>LGI Homes has made an application for a final plat to gain final approval for the Fourth Addition of Triplett Farms. The preliminary plat was approved in 2003 and revised in 2021. The purpose of a final plat review is to ensure that the final plat is consistent with the approved preliminary plat and to ensure that all the conditions of approval are met. The final plat consists of 42 single family parcels.</p> <p>SUBJECT SITE</p> <p>The property is Outlot C of Triplett Farms Third Addition. This is the east central portion of the Triplett Farms preliminary plat.</p> <p>PRELIMINARY PLAT / PLANNED UNIT DEVELOPMENT</p> <p>The preliminary plat was revised in 2021. The zoning on the plat was a Planned Unit Development with an underlying zoning district of R-1. The PUD allowed for reduced lot widths (65 feet) and side yard setbacks of 7.5 feet.</p> <p>PRELIMINARY PLAT CONSISTENCY</p> <p>As noted above, the main purpose of a final plat review is to ensure consistency with the approved preliminary plat. Securities and other safeguards to ensure completion of the project consistent with these approvals is also required as part of the development agreement.</p>		

Zoning/Lot Standards

The property is zoned PUD/R-1 District. The lots proposed on the final plat are consistent with the lots on the approved preliminary plat.

Streets/Sidewalks

The streets and sidewalks proposed are the same as with the approved preliminary plat. Irwin Avenue is being renamed as Irwin Drive on the plat. This would require an ordinance to rename the existing portion of Irwin Avenue. With the City's road naming conventions, Irwin Drive would be a more appropriate name. Sidewalks are proposed on one side of the road in locations that extend existing sidewalk corridors.

An easement for the bulb of the southwesterly extension of Florence Avenue will need to be recorded with the plat. This easement can be vacated upon extension of the road.

Park & Open Space Components

There are no park components proposed for this development. Cash-in-lieu of parkland dedication will be required in the amount of \$25,200.

Construction Plans

The City Engineer has reviewed the construction plans and comments are attached.

STAFF RECOMMENDATION

Based on the review of the final plat and plans submitted by the applicant, it appears that the proposed final plat is consistent with the approved preliminary plat. Staff recommend approval of the plat subject to the Conditions in Exhibit Z.

ALTERNATIVE ACTIONS**Triplett Farms 4th Addition:**

1. Motion to adopt Resolution, approving a final plat for Triplett Farms Fourth Addition, adopting Ordinance No. 393, renaming Irwin Avenue West in Triplett Farms Third Addition to Irwin Drive West, with conditions as identified in Exhibit Z, and approving Developer Agreement.
2. Motion to deny requests based on findings to be made by the City Council.
3. Motion to table action.

Attachments:

- A. Resolution
- B. Ordinance No. 393
- C. Developer Agreement
- D. Aerial Image
- E. Applicant Narrative
- F. [Triplett Farms Grading Plan](#)
- G. [Triplett Farms Utility Plan](#)
- H. [Rational Method Area Map](#)
- I. [Triplett Farms 4th Addition Final Plat](#)
- J. [Temporary Turnaround Easement Sketch](#)

K. City Engineer's Letter, Dated April 19, 2022
Z. Conditions of Approval

**CITY OF ANNANDALE
RESOLUTION 2022-XX**

**RESOLUTION APPROVING A FINAL PLAT FOR TRIPLETT FARMS FOURTH
ADDITION**

WHEREAS, LGI Homes - Minnesota, LLC (“the Applicant”) has made an application for a final plat to allow for the subdivision of property within the City of Annandale (“the City”); and

WHEREAS, the subject site (“the Property”) is legally described as:

Outlot C, Triplett Farms Third Addition, Wright County, Minnesota

WHEREAS, the Applicant received an approval for a preliminary plat of the Property on March 1, 2021 in Resolution No. 21-13; and

WHEREAS, the City Council reviewed the proposed final plat on May 9, 2022; and

WHEREAS, the City Council finds that the proposed final plat is substantially consistent with the preliminary plat approval; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Annandale hereby approves the final plat with the following conditions:

1. The Applicant shall enter into a development agreement as drafted by the City which shall include the requirements described below as well as other relevant requirements of City ordinance or policy.
2. All comments from the City Engineer in the letter dated April 19, 2022 and City Staff shall be addressed.
3. The Applicant shall provide the City a letter of credit as required by City ordinances to ensure completion of the proposed subdivision improvements.
4. The Applicant shall install the improvements within the property as shown on the plans dated February 15 and 17, 2022, except as modified herein.
5. The applicant shall provide cash-in-lieu of parkland dedication in the amount of \$25,200.
6. A cul-de-sac easement for the terminus of Florence Avenue shall be recorded. This easement may be vacated upon extension of the road.
7. All comments by the City Attorney related to title issues and recording procedures shall be followed.

8. This final plat shall be recorded within 60 days of the date of this resolution or this approval shall be considered void.
9. All fees incurred by the City regarding the processing and review of this application shall be paid by the Applicant, including the drafting and review of relevant agreements and documents and the review of construction plans.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ANNANDALE THIS 5th DAY OF MAY, 2022.

APPROVED

Shelly Jonas, Mayor

Attest:

Kelly Hinnenkamp, City Administrator/Clerk

Attached:
Final Plat

ORDINANCE NO. 393

**RENAMING IRWIN AVENUE WEST IN TRIPLETT FARMS THIRD ADDITION TO
IRWIN DRIVE WEST**

The Council of the City of Annandale, Minnesota does hereby ordain:

Section 1. Street Name Changed: The public street "Irwin Avenue West" within Triplett Farms Third Addition within the City of Annandale is changed to "Irwin Drive West".

Section 12. This ordinance shall go into effect upon passage and publication.

Adopted this 9th day of May, 2022.

Shelly Jonas, Mayor

ATTEST:

Kelly Hinnenkamp, City Administrator/Clerk

**CITY OF ANNANDALE
DEVELOPER AGREEMENT
(DEVELOPER INSTALLED IMPROVEMENTS)**

THIS AGREEMENT made and entered into this 9th day of May, 2022, by and between LGI Homes – Minnesota, LLC, a Minnesota limited liability company (hereinafter called the "Developer"), and the City of Annandale, a Minnesota municipal corporation, hereinafter called the "City".

RECITALS:

1. Developer is the owner of certain Real Property which is legally described as

Outlot C, Triplett Farms Third Addition

(hereinafter called the "Property"); and
2. The Developer has proposed that the Property be platted as Triplett Farms Fourth Addition (also referred to in this Agreement as the "Plat"). The Plat will be developed as a 42 lot single family residential development.
3. The Developer has asked the City to grant final approval of the Plat.
4. The City is willing to approve the Plat, subject to the following conditions (1) that the Developer enter into this Agreement, (2) that the Developer provide the necessary security for all public improvements; and (3) pay all fees due hereunder. The Developer shall record the Plat with the County Recorder no later than July 8, 2022.

NOW, THEREFORE, in consideration of the above recitals, and the mutual covenants expressed herein, IT IS HEREBY AGREED AS FOLLOWS:

1. **Development Plans.** The Developer shall develop the Plat in accordance with the following plans. The plans shall not be attached to this Agreement. If the plans vary from the written terms of this Agreement, the written terms shall control. The required plans are:

Plan A Preliminary Plat Dated 12-4-20
Plan B Grading Plan Dated 2-17-22
Plan C Erosion Control Plan Dated 2-15-22
Plan D Stormwater Management Plan Report Dated 7-30-21
Plan E Street Plans Dated 2-15-22
Plan F Utility Plans Dated 2-15-22
Plan G Signing & Lighting Plan Dated 2-15-22

2. **Use and Density.** The Plat shall allow a maximum of units as specified in Paragraph 2 of the above Recitals.

3. **Right to Proceed.** The Developer may not grade or otherwise disturb the earth, remove trees, construct any public or private improvements until this Agreement has been fully executed and filed with the City, the necessary security has been received by the City and the City has issued a letter certifying that all conditions have been satisfied and the Developer may proceed.

4. **Improvements.** The Developer shall be responsible for installing the following: [check all that apply]

Drainage/Erosion Control
 Street Signs
 Rough Site Grading and Ponding
 Setting of Lot and Block Monuments
 Surveying and Staking
 City Water
 City Sanitary Sewer
 Public Street
 Curb and Gutter
 City Storm Sewer
 Street Lights
 Trail/sidewalk
 Regulatory and Warning Signs
 N/A On-site Wetland Mitigation

The Improvements will be designed and installed in accordance with City standards, ordinances and plans and specifications. The public improvements shall be designed with sufficient capacity, as determined by the City Engineer, to meet the needs for future development in the adjacent area.

The Developer shall secure all necessary permits including those required by the

Minnesota Pollution Control Agency, the Minnesota Department of Health, the Department of Natural Resources, Wright County, or any other regulatory agency that has jurisdiction.

The Developer shall comply with the requirements set forth in the City Engineer's Letter dated April 19, 2022 regarding the preliminary and final plat.

5. **Ownership of Easements and Improvements.** Upon acceptance by the City, the public improvements required to be constructed by this Agreement shall become City property. The Developer shall make available to the City at no cost to the City, all permanent and temporary easements necessary for maintenance of the public improvements. Within thirty (30) days of the City's acceptance of the public improvements, Developer will provide to the City the following:
 - A. A complete set of reproducible record plans or "as-builts".
 - B. An electronic file of the record plans or "as-builts" in digital format (Autocad .DWG, .DXF, Microstation, or other format as specified by the City).
 - C. A GPS locate of all utilities.

6. **Proof of Title.** The Developer hereby warrants and represents to the City, as inducement of the City's entering into this Agreement, that Developer's interest in the Development is as fee owner. Prior to approval of the Final Plat, the Developer shall provide the City with a title insurance policy with the Developer as the named insured, stating the condition of title to the property.

7. **Warranty.** The Developer warrants all work required to be performed by it against poor material and faulty workmanship for a period of two (2) years after its completion and acceptance by the City. The Developer shall post maintenance bonds or other security acceptable to the City to secure the warranties.

8. **Erosion Control/Storm Water Measures.** The Developer shall obtain a "General Storm Water Permit for Construction Activity" issued by the Minnesota Pollution Control Agency. The Developer shall comply with the Erosion Control Plan, (Plan C), and with all requirements of the General Storm Water Permit for Construction Activity for the prevention of damage to adjacent property and the control of surface water runoff.

9. **Effect of Plat Approval.** For two years from the date of this Agreement, no amendments to the City's Comprehensive Plan or official controls shall apply to or affect the use, development density, lot size, lot layout or dedications or platting required or permitted by the approved preliminary plat unless required by state or federal law or agreed to in writing by the City and the Developer. Thereafter, notwithstanding anything in this Agreement to the contrary, to the full extent permitted by state law the City may require compliance with any amendments to the City's Comprehensive Plan, official controls, platting or dedication requirements enacted after the date of this Agreement and may require submission of a new plat.

10. **Park Dedication.** The Developer agrees that the construction of 42 single family residential dwellings creates a need for acquiring, developing and improving 600 feet per dwelling unit of additional park facilities to serve the development. In lieu of dedicating park within the Development, the Developer elects to pay \$25,200 to the City, which shall be placed in a special fund pursuant to City Code Section 151.09, Subd. 5.D. The Developer agrees that in setting this park dedication fee, the City has made an individualized determination of the nature and extent of the Development's impact on park needs and the City's determination is fair and reasonable. The Developer expressly waives the right to contest or otherwise challenge the amount and imposition of the park dedication fee required under this agreement.

11. **License.** The Developer hereby grants the City, its agents, employees, and contractors a license to enter the Plat to perform all necessary work and/or inspections deemed appropriate by the City during the installation of public improvements by the City. The license shall expire after the public improvements installed pursuant to the development Agreement have been installed and accepted by the City.

12. **Damage and Clean Up.** The Developer shall promptly cause to be cleared from public streets and property any soil, earth or debris resulting from construction work by the Developer or its agents or assigns. The Developer shall promptly cause to be repaired any damage to existing streets, boulevards or existing utilities caused by construction activities within the development. Should the Developer fail to clean up soil, earth or debris or commence repairs within 24 hours of notice by the City, the City may perform such work itself or through an independent contractor, and bill Developer for such work. The Developer shall reimburse the City within thirty days of receipt of invoice.

13. **Security.** The Developer shall provide a bond, letter of credit or cash escrow upon execution of this Agreement ("Security"). Such Security shall be in the amount of \$948,000 to ensure installation of the Developer installed improvements. The amount was calculated as follows:

Setting of lot and block monuments	\$2,000
Street signs	\$2,000
Erosion control	\$11,000
Surveying and Staking	\$6,000
Grading, drainage and ponding control	\$20,000
Streets	\$263,000
Curb/Gutter	\$46,000
Sanitary sewer	\$160,500
Water	\$272,500
Storm Sewer	\$80,000
Street Lights	\$15,000
Sidewalk/Trail	\$70,000

Total Developer installed improvements: \$948,000

The bond or letter of credit shall be subject to the approval of the City Administrator. The Security shall secure compliance with all of the terms of this Agreement and all financial obligations of the Developer under it. The City may draw down on the Security, without notice, for any violation of the terms of this Agreement or upon pending expiration or cancellation of the Security. In the event of a draw upon the Security, the City may require the Developer to provide additional Security. The Developer shall remain obligated to provide new Security upon any non-renewal until such time as all of the Developer's obligations under this Agreement have been completed and proof of payment of all laborers and materialmen.

14. **Responsibility for Costs.**

- A. Except as otherwise specified herein, the Developer shall pay all costs incurred by it or the City in conjunction with the development of the Plat, including but not limited to a legal, planning, administrative, engineering and inspection expenses incurred in connection with approval and acceptance of the Plat, the preparation of this Agreement, and all costs and expenses incurred by the City in monitoring and inspecting development and the Improvements. Developer shall deposit \$50,000 in escrow to secure payment of these fees. The City shall invoice the Developer on a monthly basis for these fees. The City may draw down the escrow in an amount necessary to satisfy any invoices which have not been paid by the Developer within 10 days. Any funds remaining upon completion of the project shall be refunded to the Developer. The City may require an additional deposit from the Developer in the event that the escrowed funds are substantially depleted.
- B. The Developer shall hold the City and its officers and employees harmless from claims made by itself and third parties for damages sustained or costs incurred resulting from a plat approval and development. The Developer shall indemnify the City and its officers and employees for all costs, damages or expenses which the City may pay or incur in consequence of such claims, including attorney's fees.
- C. The Developer shall reimburse the City for costs incurred in the enforcement of this Agreement, including engineering and attorney's fees.
- D. The Developer shall pay, or cause to be paid when due, and in any event before any penalty is attached, all special assessments referred to in this Agreement. This is a personal obligation of the Developer and shall continue in full force and effect even if the Developer sells one or more lots, the entire Plat, or any part of it.

- E. The Developer shall pay in full all bills submitted to it by the City for obligations incurred under this Agreement within thirty (30) days after receipt. If the bills are not paid on time, the City may halt development work and construction within the Plat including but not limited to the issuance of occupancy permits until the bills are paid in full.
- F. The Developer shall pay the following development charges:
 - Sanitary Sewer- \$1,200/acre= \$14,640
 - Water Area Charges- \$1,000/acre = \$12,200
 - Storm Sewer Area Charges- \$500/acre = \$6,100
 - Sewer Access Charge (SAC)- \$4,100/unit (at time of building permit)
 - Water Access Charge (WAC)- \$2,800/unit (at time of building permit)
 - Park Dedication- \$25,200

15. **Developer's Default.** In the event of default by the Developer as to any of the work to be performed by it hereunder, the City may at its option, perform the work and the Developer shall promptly reimburse the City for any expense incurred by the City, provided the developer is first given written notice of the work in default, not less than forty-eight (48) hours in advance. This Agreement is a license for the City to act, and it shall not be necessary for the City to seek a court order for permission to enter the land. When the City does any such work, the City may, in addition to its other remedies, assess the cost in whole or in part. The Developer, its successors and assigns, as well as future lot purchasers waive all procedural and substantive objections to the improvements and special assessments exceed the benefit, that the proper notices have not been given, and that the method of spreading the assessment is erroneous, as well as any appeal rights otherwise available pursuant to Minn. Stat. §429.081. In addition, the City may do any, all or any combination of the following: (i) halt all further approvals regarding platting, improvements or issuance of building permits or occupancy permits relating to the Development Property, or to any other property owned or developed by the Developer (ii) seek injunctive relief, (iii) terminate this Agreement and all of the obligations contained herein without terminating Developer's obligation to reimburse the City for costs it has incurred with regard to this Agreement or the Development Property; (iv) draw on or utilize any funds or other security which have been provided to the City pursuant to this Agreement; and/or (v) take any other action at law or in equity which may be available to the City.
16. **Completion Date.** The Developer shall complete the Improvements on or before September 15, 2023.
17. **Miscellaneous.**
- A. This Agreement shall be binding upon the parties, their heirs, successors or assigns, as the case may be.
 - B. Third parties shall have no recourse against the City under this Agreement.

- C. Breach of the terms of this Agreement by the Developer shall be grounds for denial of building permits, including all or part of said Plat sold to third parties.
- D. If any portion, section, subsection, sentence, clause, paragraph or phrase of this Agreement is for any reason held invalid, such decision shall not affect the validity of the remaining portion of this Agreement.
- E. If occupancy is established prior to the completion and acceptance of improvements, the Developer assumes all liability and costs resulting in delays in completion of improvements and damage to improvements caused by the City, Developer, its contractors, subcontractors, materialmen, employees, agents, or third parties.
- F. No one may occupy a building for which a building permit is issued on either a temporary or permanent basis until sanitary sewer and water lines have been installed, hooked up, tested and approved by the City, and until the streets needed for access have been paved with a bituminous surface.
- G. The action or inaction of the City shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers shall be in writing, signed by the parties and approved by written resolution of the City Council. The City's failure to properly take legal action to enforce this Agreement shall not be a waiver or release.
- H. The Developer represents to the City to the best of its knowledge that the Plat does not require an environmental worksheet and that an environmental impact statement is not required. However, if the City or another governmental entity or agency determines that such a review is needed, the Developer shall reimburse the City for all expenses, including staff time and attorney's fees that the City incurs in assisting in the preparation of the review.
- I. Future residents of the Plat shall not be deemed to be third-party beneficiaries of this Agreement.
- J. Compliance with Laws and Regulations. The Developer represents to the City that the Plat complies with all City, County, State and Federal laws and regulations, including but not limited to: subdivision ordinances, zoning ordinances and environmental regulations. If the City determines that the Plat does not comply, the City may, at its option, refuse to allow any construction or development work in the Plat until the Developer does comply. Upon the City's demand, the Developer shall cease work until there is compliance.
- K. This Agreement shall run with the land and may be recorded against the title to the property.

- L. The City's rights and remedies in this Agreement are cumulative and in addition to any of the City's other rights and remedies, and the City's exercise of any right or remedy under this Agreement will not be a waiver of any of the City's other rights and remedies. The City may exercise any of its rights and remedies at any time and in any order.
- M. Prior to commencement of the improvements, Developer shall take out and maintain until six (6) months after the City has accepted the public improvements, general liability and property damage insurance covering personal injury, including death, and claims for property damage which may arise out of the Developer's work or the work of its subcontractors or by one directly or indirectly employed by any of them. Limits for bodily injury or death shall not be less than \$500,000 for one person and \$1,000,000 for each occurrence; limits for property damage shall be not less than \$1,000,000 for each occurrence. The City shall be named as an additional named insured on said policy, and the Developer shall file a copy of the insurance coverage with the City prior to the City signing the plat. The Developer shall cause each person with whom the Developer contracts for construction and installation of any improvements to provide evidence of General Liability, Owner/Engineer Protective Liability, Automobile Liability, Contractual Liability and Worker's Compensation coverage. Limits shall be \$1,000,000 per occurrence and \$1,000,000 aggregate with the City and City Engineer named as additional insured.
18. **Notices.** Required notices to the Developer shall be in writing, and shall be either hand delivered to the Developer, its employees and agents, or mailed to the Developer by certified or registered mail at the following address: 2850 Cutters Grove Avenue, Suite 207, Anoka, MN 55303, Attention: Jay Roos. Notices to the City shall be in writing and shall be either hand delivered to the City Administrator or mailed to the City by certified or registered mail in care of the City Administrator at the following address: 30 Cedar Street East, Annandale MN 55302, Attention: City Administrator.
19. **Representation.** Jovanovich, Dege & Athmann, P.A. represents the City with regard to this Agreement. Developer has been advised to seek independent legal counsel prior to execution of this Agreement.
20. **Integration.** This Agreement contains all of the understandings and agreements between the parties. This Agreement may not be amended, changed, or modified without the express, written consent of the parties hereto.
21. **Governed by Minnesota Law.** This Agreement shall be interpreted under the laws of the State of Minnesota.
22. **Additional Requirements.**

THIS INSTRUMENT WAS DRAFTED BY:

Susan M. Dege - 0290385

Jovanovich, Dege & Athmann, PA.

1010 W. St. Germain, Suite 420

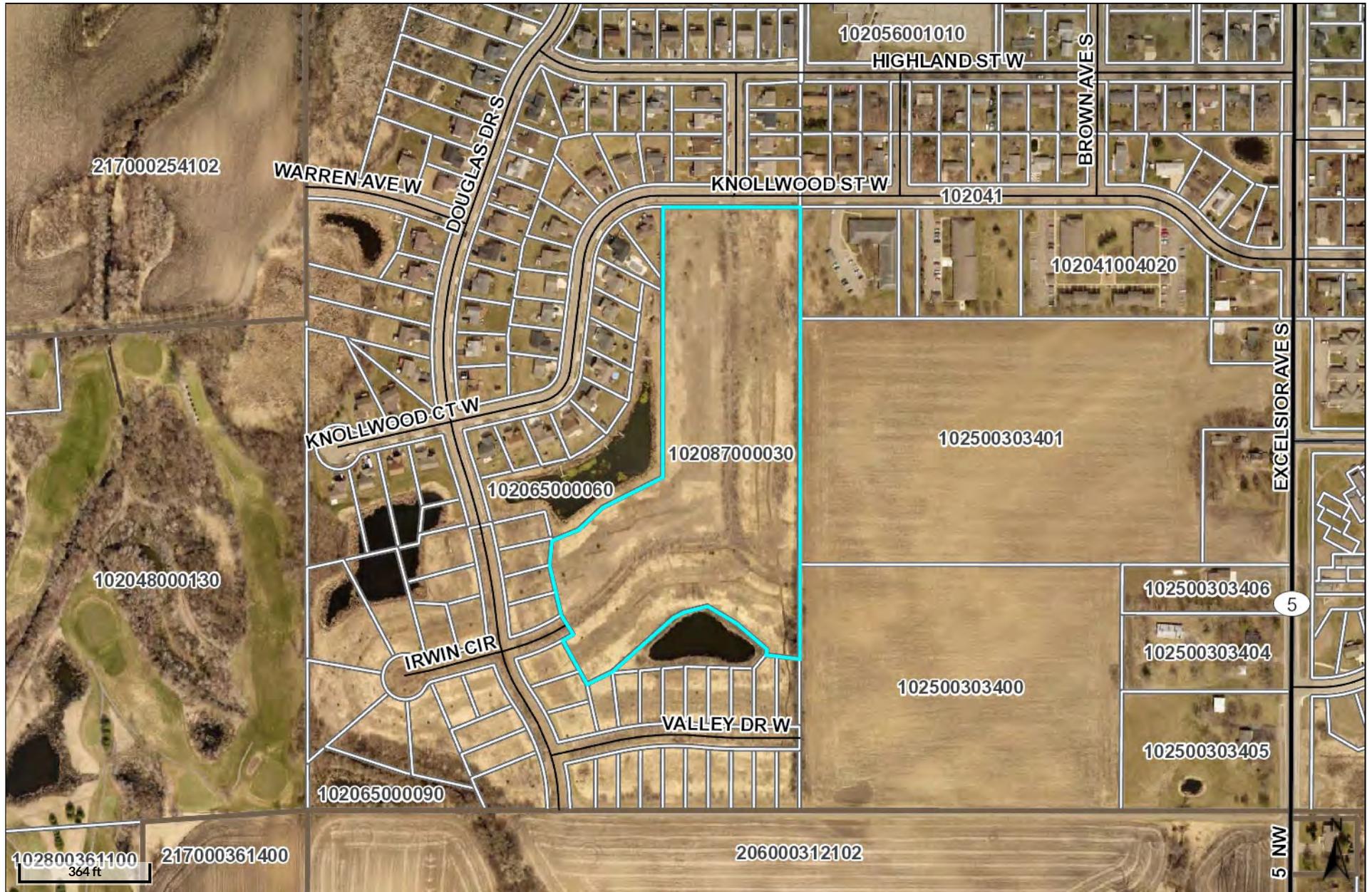
St. Cloud, MN 56301

Telephone: (320) 230-0203

Applicant: LGI Homes - Minnesota, LLC | Request for Final Plat Triplett Farms 4th Addition

Legal: Outlot C, Triplett Farms 3rd Addition | PID: 102-087-000030

Created by: City of Annandale



Description of Request

Final Plat application for Triplett Farms 4th Addition - a subdivision of 42 single-family lots

Subject property is currently an outlot (Outlot C) of Triplett Farms 3rd Addition.

LGI Homes - Minnesota, LLC will be developer and builder.



**BOLTON
& MENK**

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April 19,2022

Jacob Thunander, Community Development Director
via e-mail: jthunander@annandale.mn.us
P.O. Box K
Annandale, MN 55302

RE: Triplett Farms 4th Addition
Annandale, Minnesota
Project No.: OW1.1127144

Dear Jacob,

We have reviewed the information submitted for the above referenced project including:

- 03-120214-Rational Method 100 (04-04-2022).pdf
- 03-120214-Rational Method 200 (04-04-2022).pdf
- 03-120214-Rational Method 300 (06-10-2021).pdf
- 03-ENG-120214-SHEET-HYDR-PROP-Rational Map.pdf
- Triplett Farms Grading – Rev 16 (02-17-2022).pdf
- 04-ENG-121232-Triplett Farms 4th Addition Utility Plans – Rev 01 (04-05-22).pdf
- TRIPLETT FARMS FOURTH ADDITION.pdf

We have the following comments:

1. The applicant shall enter into a Development Agreement with the City of Annandale for the proposed improvements.
2. The storm sewer proposed between CB-104 and CBMH-103 has a design velocity less than 3 feet per second. If possible, the pipe grade shall be increased to meet a minimum design velocity of 3 feet per second.
3. All storm sewer piping shall be RCP, PVC, or A-2000 pipe material.
4. All mortar used on concrete structures and adjusting rings shall be approved for underground utility use with 8 to 9% air entrainment.
5. The applicant shall obtain a NPDES Construction Stormwater Permit for the project prior to construction and submit a copy to the City of Annandale.
6. As required by the MPCA SWPPP checklist, the plans should include a comment regarding minimizing soil compaction and preserving topsoil.

Jacob Thunander

April 18, 2022

Page 2

7. The sidewalk on Florence Avenue South shall be extended to the eastern plat boundary.
8. Water Tight Special Note 1.C., Sheet 5.10 should be revised to: Pipe Joints within 10 feet of watermain.
9. All pipe connections to storm sewer structures shall be watertight. The Structure Table on sheet 5.10 should be revised to reflect this requirement.
10. The typo in Water Tight Special Note 1.D. on sheet 5.10 should be corrected.
11. The applicant shall obtain a MPCA sanitary sewer extension permit.
12. The applicant shall obtain a MDH watermain extension permit and submit a copy to the city.
13. All sanitary sewer manholes shall be constructed on street centerline. If the sanitary sewer manholes cannot be constructed on the street centerline, they shall be located outside of vehicle wheel paths.
14. All water services shall be insulated with a minimum of 2-inches insulation, 4-feet in width from the watermain to the curb stop.
15. All watermain shall be installed with a minimum of 8 feet of cover to the top of the pipe.
16. All watermain fittings shall be fusion bonded epoxy.
17. The watermain existing on Irwin Avenue West is 12-inch PVC C900. The note included on sheet 4.10 identifies the existing watermain as 12-inch DIP and should be revised.
18. Streetlight spacing shall not exceed 350-feet.
19. Submittals shall be provided for the streetlights proposed within the development.
20. The contractor shall be responsible for obtaining two consecutive passing bacteriological tests from the proposed watermain. Testing results shall be provided to the city. Test water shall not be disposed of into the city's sanitary sewer system.
21. Revised plans shall be signed and shall be labeled "Final Construction Plans".
22. A pre-construction meeting shall be scheduled with the City of Annandale and conducted at Annandale City Hall prior to construction at the site.

We recommend approval of the reviewed documents contingent on the above referenced comments and those comments provided by other city staff, commissions, and council.

If you have any questions on the above, please call.

Sincerely,

Bolton & Menk, Inc.



Jared Voge, P.E.
Principal Engineer

CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: May 9, 2022	Agenda No. 10E
Agenda Section: New Business	Item: Joint Resolution OAA with Corinna Township	
<p>BACKGROUND: Attached is a Joint Resolution Approving the Orderly Annexation Agreement that would annex three properties into City limits:</p> <p>PID- 206-000-311200- Property Owners David Schultz and Marilyn Hallstrom has petitioned the City for annexation. The property is planned for future multi-family residential development by Gary Stang.</p> <p>PID 206-000-322100- City Owned Land intended to be developed for future Commercial Property</p> <p>PID 206-000-204305- Property Owners Ase Properties LLC have petitioned the City of Annexation. The property is planned for future multi-family residential development by CAP Homes.</p> <p>Corinna Township Board approved the Joint Resolution at their May 3, 2022 Board meeting.</p> <p>RECOMMENDATION Motion to approve Joint Resolution Approving the OAA with Corinna Township</p>		

CORINNA TOWNSHIP RESOLUTION NO. 2022-08

CITY OF ANNANDALE RESOLUTION 2022-_____

JOINT RESOLUTION FOR DESIGNATION OF CERTAIN LAND AND THE IMMEDIATE ANNEXATION OF ENTIRE DESIGNATED AREA THE TOWN OF CORINNA AND THE CITY OF ANNANDALE, WRIGHT COUNTY, MINNESOTA, PURSUANT TO MINNESOTA STATUTES § 414.0325

WHEREAS, a request from all of the property owners of the area proposed for designation and immediate annexation was received.

WHEREAS, the City of Annandale (“City”) and Corinna Township (“Township”) jointly agree to designate and request the immediate annexation of the following described land located within Corinna Township to the City of Annandale, County of Wright, Minnesota:

SEE EXHIBIT 1 ATTACHED HERETO AND INCORPORATED HEREIN

(the “Property”).

WHEREAS, the City of Annandale and Corinna Township are in agreement as to the orderly annexation of the unincorporated land described; and

WHEREAS, Minnesota Statutes § 414.0325 provides a procedure whereby the City of Annandale and Corinna Township may agree on a process of orderly annexation of a designated area; and

WHEREAS, the City of Annandale and Corinna Township have agreed to all the terms and conditions for the annexation and that no alteration of the designated area is appropriate and no consideration by the Chief Administrative Law Judge is necessary. The Chief Administrative Law Judge may review and comment, but shall within thirty (30) days, order the annexation in accordance with the terms of the resolution.

NOW, THEREFORE, BE IT RESOLVED, jointly by the City Council of the City of Annandale and the Township Board of Corinna Township as follows:

1. **Designation of Orderly Annexation Area.**

The Township and the City hereby designate the areas legally described on **Exhibit 1** attached (hereinafter referred to as the “Orderly Annexation Area”, “OAA” or “Subject Area”) for orderly annexation pursuant to Minnesota Statutes Section 414.0325.

A boundary map showing the Subject Area legally described on **Exhibit 1** is attached hereto as **Exhibit 2** and incorporated herein by reference.

The Township and City agree that the Orderly Annexation Area legally described on **Exhibit 1** and designated for immediate orderly annexation pursuant to Minnesota Statutes Section 414.0325 is approximately 78.44 acres, the land use type is agricultural and the population is _____. The purpose of the annexation is to allow commercial development as to Parcel 1 and residential development of urban density as to Parcel 2 and Parcel 3 of the annexed Property.

2. **Office of Administrative Hearings, Municipal Boundary Adjustments.**

Upon submission by the Town Board and the City Council, this Joint Resolution shall confer jurisdiction upon the State of Minnesota Office of Administrative Hearings, Municipal Boundary Adjustments (hereinafter referred to as the "MBA") or its successor pursuant to Minnesota Statutes.

3. **No Alterations of Boundaries.**

The Township and City mutually agree and state that no alterations by the MBA of the stated boundaries of the area designated for orderly annexation is appropriate. Any alterations of boundaries may only be made upon the joint agreement of the Township and City.

4. **Review and Comment.**

The City and the Township agree that upon receipt of this resolution, passed and adopted by each party, the Chief Administrative Law Judge may review and comment, but shall within thirty (30) days, order the annexation in accordance with the terms of the resolution.

5. **Taxation Reimbursement.**

- A. **Tax Reimbursement.** To allow the Township to be reimbursed for the permanent loss of taxable property from Township tax rolls for property in the Orderly Annexation Area, the City agrees that it will pay to the Township the sum of \$14,119.20 upon submission of this joint resolution to MBA.
- B. **Delinquent Taxes.** The City agrees that it shall remit all delinquent taxes, charges and assessments collected from any portion of the Orderly Annexation Area after annexation of such property if such taxes or charges were originally payable while the delinquent property remained in the Township. Additionally, when a property no longer qualifies for special tax treatment through Green Acres or other applicable programs such as Ag Preserves, CRP, This Old House, and taxes that were deferred under one of these programs is paid to the City, the City shall remit to Township the amount which was deferred during the time the property was in the Township.

Other than the reimbursement outlined above, no other reimbursement or taxes shall be owed to the Township from the City.

6. **Drainage/Environmental Concerns.** The City and Township have determined that there are no tile lines or waterways to be improved as part of the development of any of the parcels and that no Environmental Assessment Worksheet is required.

7. **Development.** Contractors or Developers shall be required to maintain Township gravel roads used during construction of each Parcel, including but not limited to, dust control coating, grading and repair of any damage caused and shall be required to post a performance bond in a reasonable amount agreed upon by the Township and the City.

8. **Roads.** After the annexations contemplated by this Agreement, the following roads shall be maintained as set forth below:

- A. The City shall maintain that portion Hemlock Street that abuts Parcel 3.
- B. The City shall maintain that portion of 70th Street from Klever Avenue N.W. to Poplar Lane.
- C. The Township shall maintain Klever Avenue abutting Parcel 1 so long as there is no direct access to Klever Avenue established from Parcel 1 or any other property that has been annexed to the City. At such time as direct access is established from Parcel 1 to Klever Avenue or from any other property that has been annexed to the City, the City shall pave Klever Avenue with a bituminous surface in accordance with City road standards. Upon the paving of the Klever Avenue, each party shall maintain that half of Klever Avenue which abuts property in their respective jurisdictions.
- D. The parties may at any time enter into a written agreement for the maintenance of any or all of the roads set forth above, which agreement may supersede the terms set forth in this paragraph 8.
- E. During the development of Parcel 1, the City shall require that all construction traffic access Parcel 1 from the north (via Poplar Lane to 70th Street) and not access Parcel 1 using Klever Avenue directly or using Klever Avenue to 70th Street.

9. **Entire Agreement.** With respect to the Subject Area legally described on **Exhibit 1** and shown on **Exhibit 2**, respectively, which exhibits are attached hereto and incorporated herein by reference, the terms, covenants, conditions, and provisions of this Joint Resolution shall constitute the entire agreement between the parties hereto superseding all prior agreements and negotiations between the parties.

PASSED, ADOPTED AND APPROVED by affirmative vote of the members of the Corinna Town Board of Supervisors, Wright County, Minnesota, this 3rd day of May, 2022.

CORINNA TOWNSHIP



Chuck Carlson, Chair, Township Board of Supervisors



Mary Brown, Township Clerk

PASSED, ADOPTED AND APPROVED by an affirmative vote of the Annandale City Council, Wright County, Minnesota, this ____ day of _____, 2022.

CITY OF ANNANDALE

Shelly Jonas, Mayor

Kelly Hinnenkamp, City Administrator

EXHIBIT 1

LEGAL DESCRIPTION

Parcel 1 (City Parcel)

That part of the Northwest Quarter of Section 32, Township 121 North, Range 27 West, Wright County, Minnesota, described as follows:

Beginning at the Northeast corner of said Northwest Quarter of Section 32; thence South 00 degrees 37 minutes 27 seconds West assumed bearing along the east line of said Northwest Quarter, a distance of 1047.08 feet; thence North 89 degrees 22 minutes 33 Seconds West, a distance of 1988.58 feet to the east line of the West Half of the West Half of the Northwest Quarter of said Section 32; thence North 00 degrees 32 minutes 26 seconds East along said east line, a distance of 1035.92 feet to the north line of said Northwest Quarter of Section 32; thence South 89 degrees 41 minutes 50 seconds East, along said north line, a distance of 1990.12 feet to the point of beginning.

Parcel 2 (Schultz/Hallstrom)

The north $\frac{3}{4}$ of the Northwest Quarter of the Northeast Quarter of Section 31, Township 121, Range 27, except the following described tract:

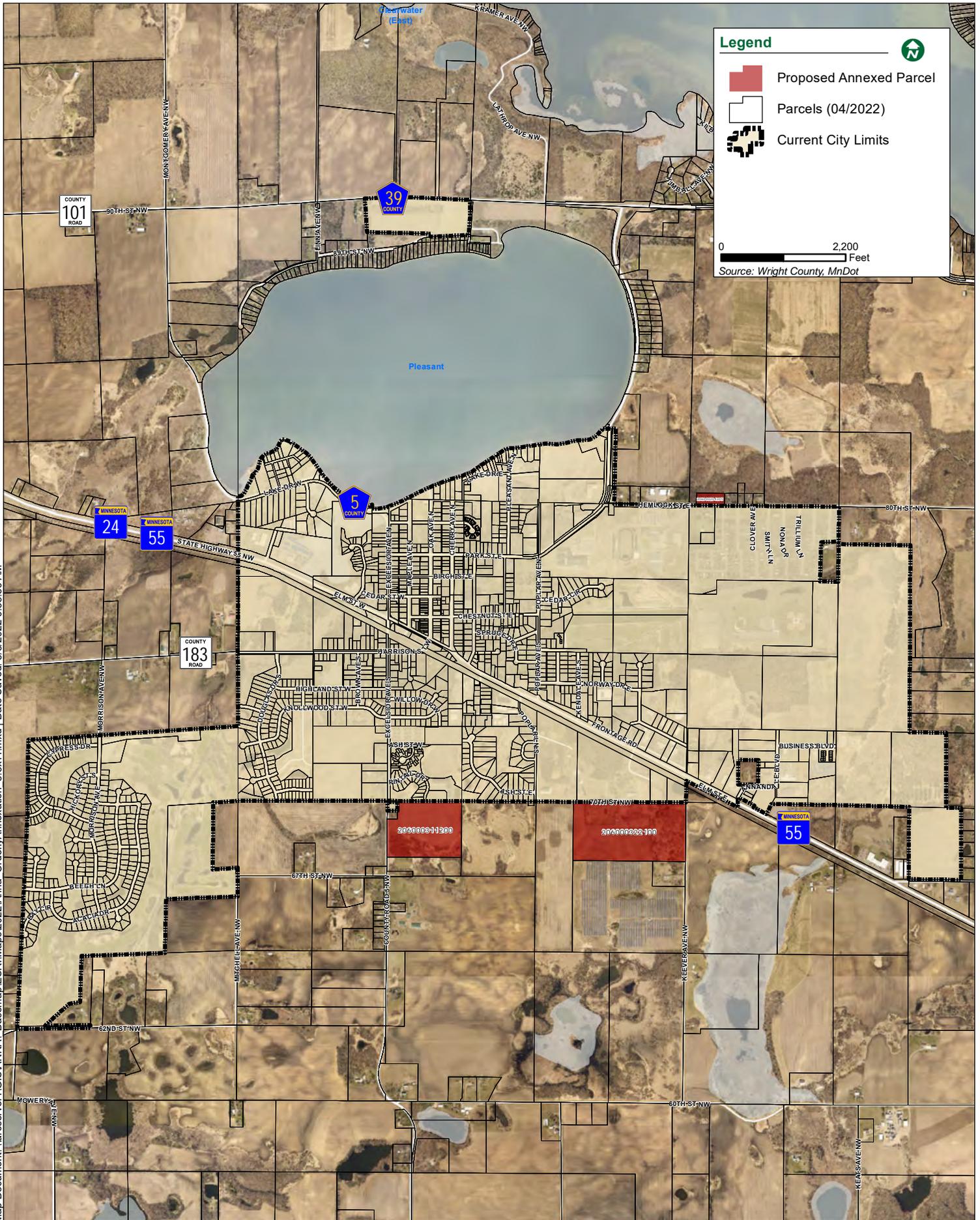
Commencing at the north quarter corner of said Section 31; thence South along the quarter line 20.0 feet for a point of beginning of the tract to be described; thence East parallel with the north line of said Section 31, 178.2 feet; thence South parallel with the west line of the Northeast Quarter of said Section 31, 300.0 feet; thence West parallel with the north line of said Section 31, 178.2 feet to the west line of the Northeast Quarter of said Section 31; thence North 300.0 feet to the point of beginning, containing 1.23 acres, more or less, subject to highway right-of-way.

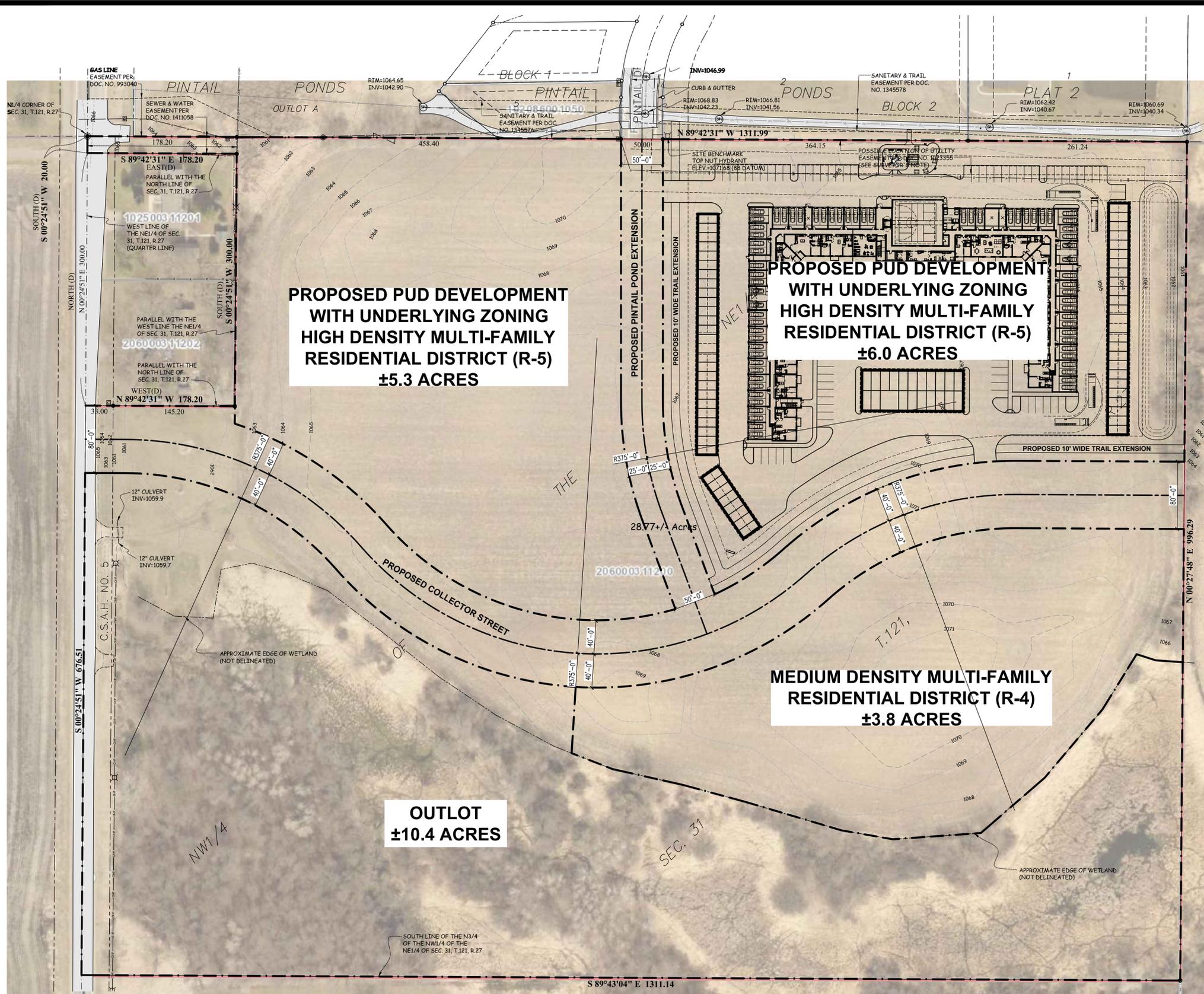
Parcel 3 (CAP)

That part of the Southwest Quarter of the Southeast Quarter of Section 20, Township 121, Range 27, Wright County, Minnesota, described as follows:

Commencing at the southeast corner of said Southwest Quarter of the Southeast Quarter; thence on an assumed bearing of North 89 degrees 37 minutes 06 seconds West, along the south line of said Southwest Quarter of the Southeast Quarter, a distance of 703.00 feet to the point of beginning; thence North 0 degrees 42 minutes 39 seconds East, parallel with the east line of said Southwest Quarter of the Southeast Quarter, a distance of 220.00 feet; thence North 89 degrees 37 minutes 06 seconds West a distance of 495.00 feet; thence South 0 degrees 42 minutes 39 seconds West, parallel with said east line, a distance of 220.00 feet to the south line of said Southwest Quarter of the Southeast Quarter; thence South 89 degrees 37 minutes 06 seconds East, a distance of 495.00 feet to the point of beginning. Containing 2.50 acres. Subject to public road easement.

EXHIBIT 2
BOUNDARY MAP





**PROPOSED PUD DEVELOPMENT
WITH UNDERLYING ZONING
HIGH DENSITY MULTI-FAMILY
RESIDENTIAL DISTRICT (R-5)
±5.3 ACRES**

**PROPOSED PUD DEVELOPMENT
WITH UNDERLYING ZONING
HIGH DENSITY MULTI-FAMILY
RESIDENTIAL DISTRICT (R-5)
±6.0 ACRES**

**MEDIUM DENSITY MULTI-FAMILY
RESIDENTIAL DISTRICT (R-4)
±3.8 ACRES**

**OUTLOT
±10.4 ACRES**

LEGAL DESCRIPTION

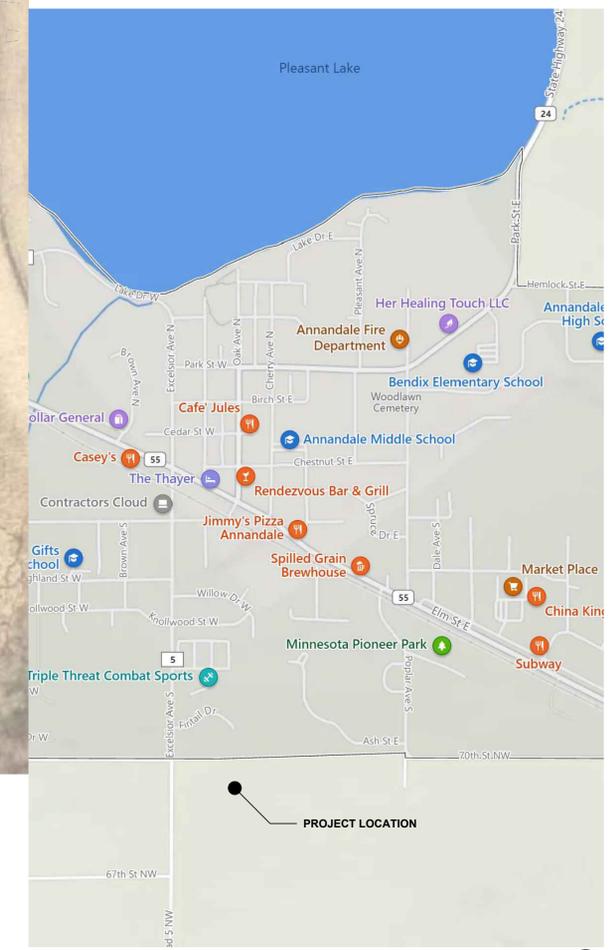
(Per First American Title Insurance Company, Title Commitment, File No. 1608785)
The Land referred to herein below is situated in the County of Wright, State of MN, and is described as follows:
The North 3/4 of the Northwest Quarter of the Northeast Quarter of Section 31, Township 121, Range 27, Wright County, Minnesota, except the following described tract: Commencing at the north quarter corner of said Section 31; thence South along the quarter line 20.0 feet for a point of beginning of the tract to be described; thence East parallel with the north line of said Section 31, 178.2 feet; thence South parallel with the west line of the Northeast Quarter of said Section 31, 300.0 feet; thence West parallel with the north line of said Section 31, 178.2 feet to the west line of the Northeast Quarter of said Section 31; thence North 300.0 feet to the point of beginning.

SURVEYOR'S NOTES

-Book 32 of Misc., page 335, refers to a 50 foot wide gas pipeline easement across the subject property but does not define its location.
-The legal description for the utility easement described in Doc. No. 1023355 is ambiguous and its location could be interpreted differently than it is graphically shown herein.

- AFFECT ON EXISTING COMMUNITY FACILITIES
- THE PLAN WILL PROVIDE NEEDED APARTMENT HOUSING FOR ANNANDALE RESIDENTS.
- THE INSTALLATION OF THE EAST WEST COLLECTOR ROAD WILL FACILITATE TRAFFIC FLOW AND ENHANCE OPPORTUNITIES FOR ADJACENT PROPERTY DEVELOPMENT.
- THE PLAN WILL REDUCE TRAFFIC THROUGH THE RESIDENTIAL NEIGHBORHOOD BECAUSE THERE WILL BE ALTERNATE ACCESS TO COUNTY ROADS.
- PROVIDE UTILITY EXTENSIONS TO ASSIST IN PROVIDING NECESSARY CAPACITY FOR FUTURE DEVELOPMENT IN THE AREA
- PLAN RELATES TO NEIGHBORING SUBDIVISIONS
- THE PLAN RELATES TO THE NEIGHBORING PINTAIL PONDS DEVELOPMENT, TO THE NORTH, WITH ROAD AND UTILITY EXTENSIONS FROM THAT DEVELOPMENT AS WELL AS EXTENDING THE EXISTING TRAIL SYSTEM TO, THROUGH, AND AROUND THE PROPOSED DEVELOPMENT.

VICINITY MAP



**MAHLER & ASSOCIATES
ARCHITECTURE**

Greene H.D. Mahler, AIA
Principal

5150 Marston Drive
Suite 101
Sauk Rapids, MN 56379

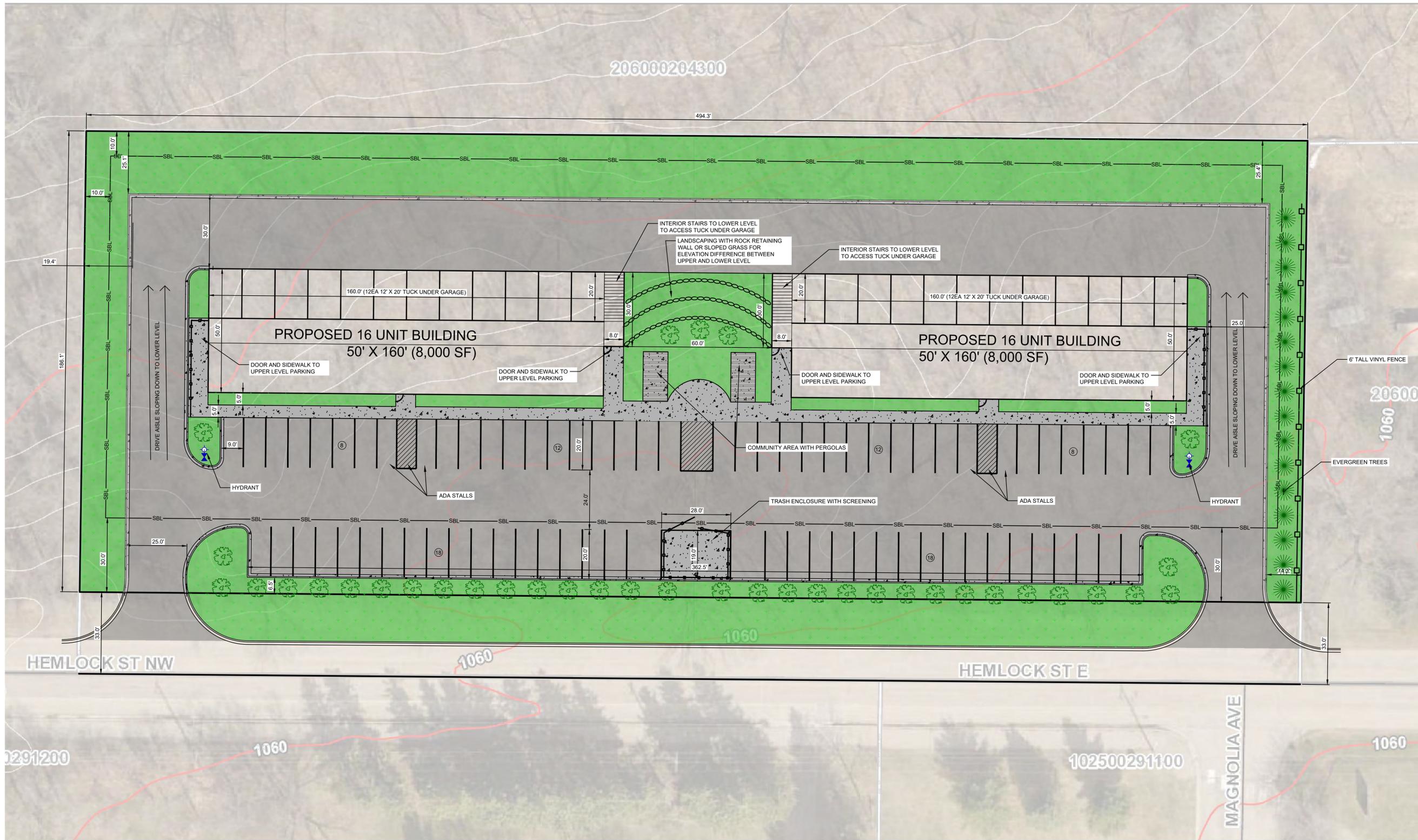
TEL: (320) 257-2724
EMAIL: gmahler@mahlerarchitecture.com

PRELIMINARY
NOT FOR
CONSTRUCTION

No.	Revision/Issue	Date

ANNANDALE II
PROJECT STREET
PROJECT TOWN, XX 00000
CLIENT'S NAME
000-000-0000

Project: 2203
Date: 04/21/2022
Scale: AS INDICATED
Sheet: CONCEPT SITE PLAN
AS-102



CONCEPT DATA

Site Area: 2.11 Ac ±
 Proposed Zoning: R-5
 Proposed Multi-Family Apartments:

Impervious Area Proposed
 Bituminous Area: 1.03 Ac ± (48.6%)
 Concrete Area: 0.12 Ac ± (5.8%)
 Building Area: 0.38 Ac ± (17.9%)
 Pervious Area: 0.58 Ac ± (27.6%)
 Total Impervious Area: 1.53 Ac ± (72.4%)

PROPOSED ZONING STANDARDS

Proposed Setbacks
 Minimum
 Building Front Setback: 30'
 Building Side Setback: 10'
 Building Rear Setback: 10'

CAP CUSTOM HOMES - ANNANDALE APARTMENTS Concept Plan

Annandale, MN
 Parcel ID: 206000204305



CITY OF ANNANDALE

REQUEST FOR COUNCIL ACTION

Originating Department: Administration	Meeting Date: May 9, 2022	Agenda No. 10F
Agenda Section: New Business	Item: Request Sale of Squad Vehicles	
<p>BACKGROUND: APD is requesting to sell the following items:</p> <p>GMC Truck acquired through forfeiture White Cargo Van Chevy Malibu- Investigator Squad</p> <p>Staff is receiving quotes from Lundeen Ford and Country Chevrolet. These quotes will be presented at the meeting.</p> <p>RECOMMENDATION Will be discussed at the meeting.</p>		