

1. Agenda

Documents:

[01-27-25 CC WS AGENDA.PDF](#)

2. Agenda Packet

Documents:

[01-27-25 CC WS AGENDA PACKET.PDF](#)

**CITY OF SHOREWOOD
CITY COUNCIL WORK SESSION
MONDAY, JANUARY 27, 2025**

**5755 COUNTRY CLUB ROAD
COUNCIL CHAMBERS
6:00 P.M.**

AGENDA

1. CONVENE CITY COUNCIL WORK SESSION

A. Roll Call

Mayor Labadie _____
Maddy _____
Sanschagrín _____
Gorham _____
DiGruttolo _____

B. Review Agenda

- 2. Mound/St. Bonifacius Fire Partnership**
- 3. Subdivision Regulations Amendments**
- 4. ADJOURN**

ATTACHMENTS

City Administrator Memo

Planning Director Memo

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City Council Work Session Item

Title/Subject: Mound / St. Bonifacius Fire Partnership
Meeting Date: January 27, 2025
Prepared by: Marc Nevinski, City Administrator
Attachments: Draft Resolution
Map of Islands – Service Area
Summary of Service Calls 2015-2024

WS 2

Background:

For many years the City of Mound provided fire protection services through a contract with the cities of Minnetrista, Spring Park, and the approximately 113 parcels in Shorewood on the islands (3212 parcels in the remainder of Shorewood). In 2024, conversations with these cities, as well as the City of St. Bonifacius began to explore the potential of delivering services under a different organizational model to better manage costs, maintain high level of service, and attract and retain firefighters. Over the past several months, the cities have met with the fire chiefs, firefighters, elected officials and administrators for a series of discussions facilitated by the State Fire Marshal's office. The discussions have included reasons for a possible change (i.e. sustainability of fire protection) and various options (maintain status quo, establish a taxing district, or create a JPA).

At this point the cities are considering developing a joint powers agreement similar to the Excelsior Fire District. Attached is a draft resolution each community (except Shorewood) has passed supporting the exploration of a JPA. At a recent meeting of the cities, discussions occurred regarding setting up subcommittees to explore possible funding formulas and a draft JPA document. Additionally, the Fire Chiefs are discussing operational and organizational changes and logistics to enhance collaboration in the near-term and prepare for potential integration in the longer-term. The cities also discussed potential timing of subcommittee work so that budgets can be prepared for 2026.

Financial or Budget Considerations:

In recent years, Shorewood has spent approximately \$30,000 annually on its contract with the Mound Fire Department. For comparison, the 2025 budget for the Excelsior Fire District is \$844,000. In both arrangements, the per parcel cost of fire protection is approximately \$265 annually.

Discussion Requested:

Direction is requested regarding Shorewood's preferences for fire protection services of the islands.

- Should Shorewood participate in discussions as if it may become a member of a JPA, or should it seek to maintain a contractual relationship for fire protection of the islands with whatever entity emerges from the discussions?
- Should this decision be made now?
- Should Shorewood continue to participate actively in the discussions about a JPA, merely provide resources and perspectives as a member of two other public safety JPAs, or withdraw from discussions all together?

Following discussion, staff could prepare a resolution reflecting the Council's direction.

RESOLUTION NO. __-__

RESOLUTION SUPPORTING THE FORMATION OF A FIRE JOINT POWERS AGREEMENT (JPA) BETWEEN THE CITIES OF MINNETRISTA, MOUND, SAINT BONIFACIUS, SHOREWOOD, AND SPRING PARK

WHEREAS, the cities of Minnetrista, Mound, Saint Bonifacius, Shorewood, and Spring Park have recognized a shared need for efficient and reliable fire protection services for their respective communities; and

WHEREAS, collaborative efforts through a Joint Powers Agreement (JPA) will enable these cities to pool resources, optimize response times, and improve emergency services through unified regional fire protection; and

WHEREAS, a Joint Powers Agreement for fire protection would allow for more consistent service delivery across municipal boundaries, leveraging shared resources, personnel, and infrastructure to the benefit of all participating communities; and

WHEREAS, the proposed Joint Powers Agreement would promote fiscal responsibility and sustainability, enabling a cost-effective model for fire protection and emergency response services; and

WHEREAS, collaboration between the cities of Minnetrista, Mound, Saint Bonifacius, Shorewood, and Spring Park will enhance the safety and welfare of their residents through improved fire protection capabilities;

THEREFORE, BE IT RESOLVED that the City Council of the City of _____ hereby expresses its full support for the continuing development of a Joint Powers Agreement among the cities of Minnetrista, Mound, Saint Bonifacius, Shorewood, and Spring Park for the purpose of establishing a regional fire protection authority; and

BE IT FURTHER RESOLVED that the _____ City Council authorizes it's designated representatives to engage in discussions, planning, and backing of the necessary steps toward the formation and implementation of a Joint Powers Agreement in partnership with the other participating municipalities.

Adopted by the City Council on this ___ day of _____.

_____, Mayor

ATTEST:

_____, City Clerk



Legend

Roads

- Interstate
- US Highway
- MN Highway
- CSAH
- Local Roads
- Private Streets

Parcels 06/18/2024

City Limits

Lakes

HennepinCounty_MN_Nearr

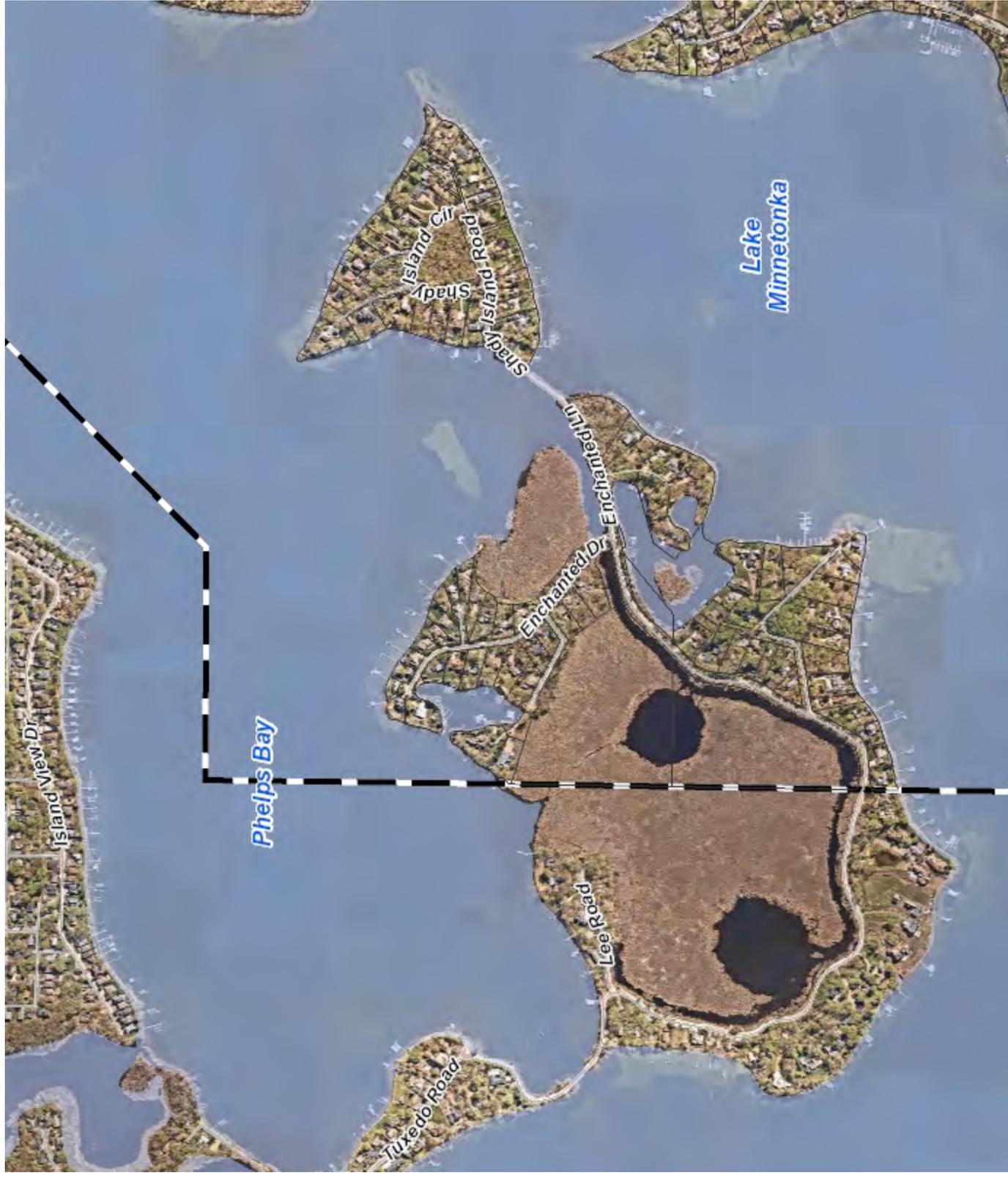
- Red: Band_1
- Green: Band_2
- Blue: Band_3

Map Name



Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of Shorewood is not responsible for any inaccuracies herein contained.



0 800 Feet

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Mound Fire Dept Service Calls to Shorewood 2015-2024

		Fire		Rescue		Duty Officer	
		Calls	Hours	Calls	Hours	Calls	Hours
2024	Shorewood	8	108	2	33	0	0
	District	237	3841	391	4943	52	55
		3%	3%	1%	1%	0%	0%
2023	Shorewood	3	37	4	48	0	0
	District	221	3958	398	5769	58	60
		1%	1%	1%	1%	0%	0%
2022	Shorewood	4	91	3	60	0	0
	District	210	4148	472	7252	41	57
		2%	2%	1%	1%	0%	0%
2021	Shorewood	3	54	3	40	1	1
	District	195	4337	432	7251	32	38
		2%	1%	1%	1%	3%	3%
2020	Shorewood	4	76	11	184	0	0
	District	210	4985	350	6675	36	38
		2%	2%	3%	3%	0%	0%
2019	Shorewood	2	32	2	35	0	0
	District	182	3754	348	5561	38	41
		1%	1%	1%	1%	0%	0%
2018	Shorewood	1	19	19	9	2	2
	District	233	5146	333	5752	34	36
		0%	0%	6%	0%	6%	6%
2017	Shorewood	2	27	5	85	1	1
	District	243	5184	316	5235	37	42
		1%	1%	2%	2%	3%	2%
2016	Shorewood	2	47	5	86	0	0
	District	233	5145	303	5210	52	54
		1%	1%	2%	2%	0%	0%
2015	Shorewood	2	33	8	198	3	3
	District	192	4002	300	5373	58	65
		1%	1%	3%	4%	5%	5%



City Council Work Session Item

Item
WS 3

Title/Subject: Discussion of Policy Issues for the Subdivision Regulations Amendments

Meeting Date: January 27, 2025

Prepared by: Marie Darling, Planning Director

Reviewed by: Marc Nevinski, City Administrator

Attachments: Map showing Properties with Access to Municipal Water

Background

Staff and the Planning Commission have recently begun reviewing the consultant’s draft of the subdivision ordinance update. The first section reviewed was the regulations concerning the applications and procedures and park dedication. To finalize this section, staff is requesting City Council direction on several policy issues that impact the ordinance:

Lot Line Adjustments/Subdivison of two-family lots. Staff review only?

In the past, lot line adjustments followed the minor subdivision procedures. A minor subdivision is currently reviewed without notice to a neighborhood if no variances are requested, but must be reviewed by the Planning Commission and acted on by the City Council. In many other cities, lot line adjustments, typically when two agreeing property owners propose to move a lot line between their parcels without creating a separate property, are allowed to proceed with only staff review and approval. In Shorewood, there has been only one such adjustment that occurred in the last eight years and it was processed through the minor subdivision process. Here is the example:

5675 Christopher Road and 24680 Smithtown Road. (See graphic to the right).



This question pertains to when the City should allow some small subdivisions such as lot line adjustments and/or subdivision of existing two-family homes to be reviewed only by staff. Such subdivisions are typically minor and are not apparent to the public because they don’t create lots for new construction. The subdivision regulations could indicate that this process could not be completed if a variance is needed.



An example of what a subdivision of a two-family dwelling looks like is in the aerial photo above. This application was reviewed in 1989. No recent requests for subdivision of two-family homes has occurred.

Disadvantages: Adjacent property owners are not notified this adjustment/subdivision would occur.

Advantages: Processing this application would be shorter with less staff time, which is a convenience for the residents and reduces staff time writing reports as this would occur with a letter to the County approving the change. There is no city discretion for this type of application, even if there is neighborhood opposition. Processing the review administratively saves the cost of putting the item on the agendas and preparing reports.

Protection of Steep Slopes. New regulations needed?

Normally, this type of protection would be within the zoning regulations. Because the Metropolitan Council allows protected bluffs/steep slope areas to be removed from the density calculations for subdivision, it has impact on the subdivision definition of density. Bluffs that are within the shoreland overlay district are already protected and the new definition would include them. However, steep slopes are not protected.

Steep slopes are already defined in the zoning regulations, but the definition (slopes of 12 percent or greater) has few regulations to protect them from development outside of the shoreland regulation. Generally property owners are free to grade steep slopes when they are not considered bluff and outside shore and bluff impact zones. All that is currently required is extra erosion control for properties within the Shoreland districts.

Disadvantages: None.

Advantages: Additional protection of steep slopes through the development process. Considering areas of steep slope as undevelopable when calculating density.

Staff request direction regarding placing additional protections on steep slopes. If the City Council directs the changes, staff would place a higher priority on crafting the regulations and let the consultants know that areas of steep slopes should be excluded from the density calculations.

Require extension of watermains for subdivisions?

Staff requested the consultants include language regarding what constitutes premature subdivisions. To that end, the consultants have drafted a list of what elemental issues a subdivision must provide in order to be able to proceed to submission of an application. They include inconsistency with the Comprehensive Plan or the lack of adequate drainage control, municipal sewer, municipal water, access to improved roads or highways. With one exception, these items are all included in the current regulations.

Currently, the city allows subdivision of residential properties without access to water if they create fewer than three dwellings regardless of if they have immediate access to water. The way the proposed subdivision code is drafted, no property could be subdivided without access to municipal water. Developers could petition the city to extend water to the area or install it themselves.

Disadvantages: Some property owners would need to wait to subdivide. Although waiting to subdivide could be seen as a disadvantage in the short-term, it could also be an advantage in

the long-term as property values would continue to rise and when water could be extended to the property, the additional dwellings would be in greater demand.

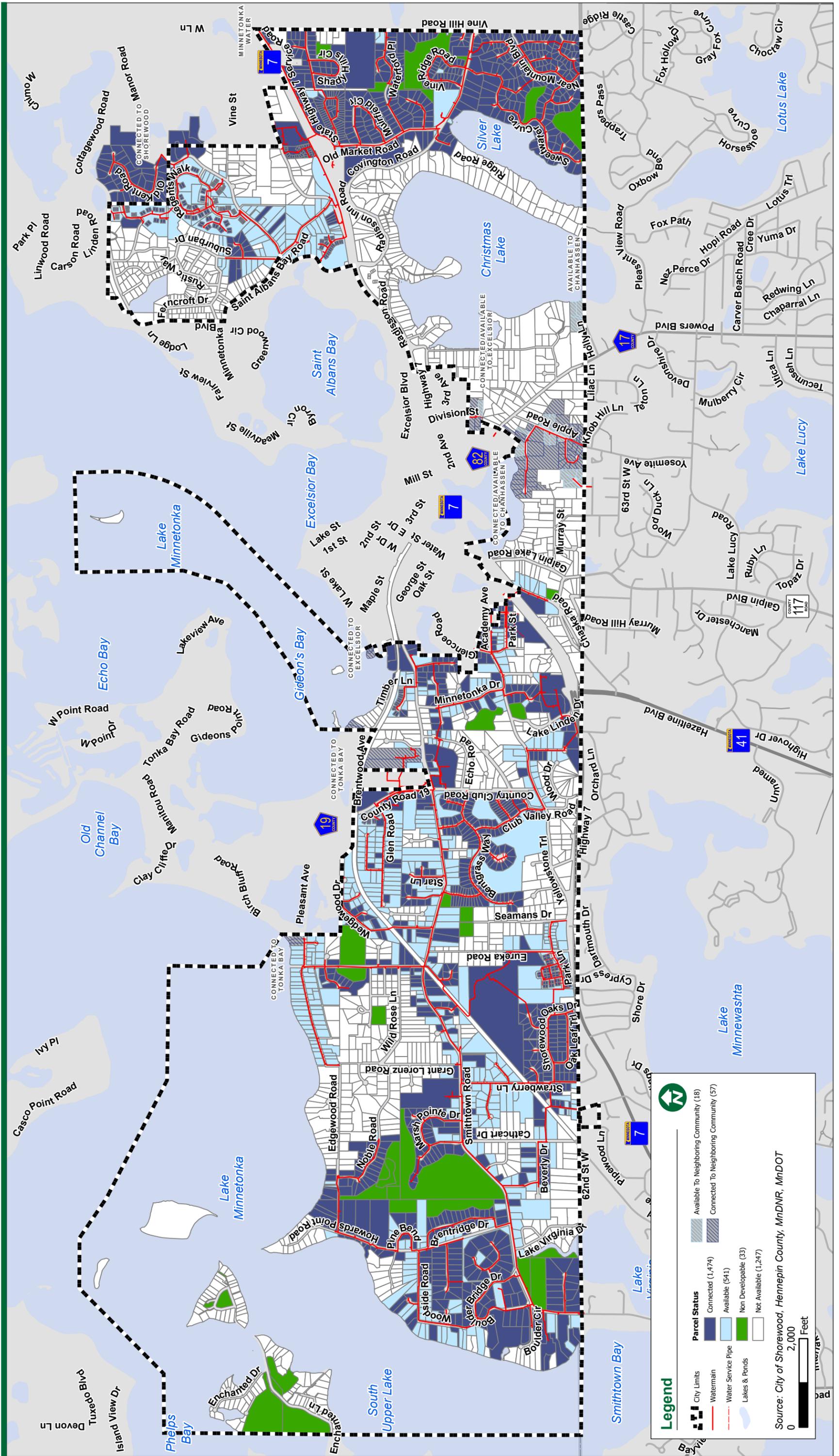
Advantages: Developers would either have to pay for the extension of watermain to sewer larger parcels or development would have to wait for potential future city extensions. Retrofit watermain extensions have proven to be controversial and expensive.

The City Council may direct staff to remove the proposed language considering lack of municipal water as a premature subdivision.

Next Steps: Staff will direct the consultants to incorporate the direction we receive into the draft ordinance.

Action Requested

Provide informal direction to staff so that the consultants can finalize the subdivision ordinance draft.



Legend

- City Limits
- Watermain
- Water Service Pipe
- Lakes & Ponds
- Parcel Status
 - Available To Neighboring Community (18)
 - Connected (1,474)
 - Available (541)
 - Non-Developable (33)
 - Not Available (1,247)
- Available To Neighboring Community (18)
- Connected To Neighboring Community (57)

Source: City of Shorewood, Hennepin County, MnDNR, MnDOT

0 2,000 Feet