

**CITY OF SHOREWOOD
CITY COUNCIL REGULAR MEETING
MONDAY, FEBRUARY 24, 2025**

**5755 COUNTRY CLUB ROAD
COUNCIL CHAMBERS
7:00 P.M.**

For those wishing to listen live to the meeting, please go to shorewoodMN.gov/CityCouncil for the meeting link. Contact the city at 952.960.7900 during regular business hours with questions.

AGENDA

1. CONVENE CITY COUNCIL MEETING

A. Pledge of Allegiance

B. Roll Call

Mayor Labadie____
Maddy____
Sanschagrín____
Gorham____
DiGruttolo____

C. Review and Adopt Agenda

Attachments

2. CONSENT AGENDA The Consent Agenda is a series of actions which are being considered for adoption this evening under a single motion. These items have been reviewed by city council and city staff and there shall be no further discussion by the council tonight on the Consent Agenda items. Any council member or member of city staff may request that an item be removed from the Consent Agenda for separate consideration or discussion. If there are any brief concerns or questions by council, we can answer those now.

Motion to approve items on the Consent Agenda & Adopt Resolutions Therein:

- | | |
|--|--|
| A. City Council Work Session Minutes of February 10, 2025 | Minutes |
| B. City Council Regular Meeting Minutes of February 10, 2025 | Minutes |
| C. City Council Retreat Minutes of February 18, 2025 | Minutes |
| D. Verified Claims List | Claims List |
| E. Park Commission Meeting Update | City Clerk/HR Director Memo
Resolution 25-021 |
| F. 2025 Open Book Meeting | City Clerk/HR Director Memo |

- G. Request for Additional Time to Correct a Code Violation
Location: 4845 Enchanted Lane
Applicant: Lisa Holt, on Behalf of Mary C Zinsholt Rev Liv Trust
- City Planner Memo
Resolution 25-022

- H. Seasonal Public Works Position
- City Clerk/HR Director Memo

3. MATTERS FROM THE FLOOR This is an opportunity for members of the public to bring an item, that is not on tonight's agenda, but related to the governance of the City of Shorewood, to the attention of the City Council. In providing this limited public forum, the City of Shorewood expects respectful participation. We encourage all speakers to be courteous in their language and behavior, and to confine their remarks to those facts that are relevant to the question or matter under discussion. Please remember that this is a public business meeting, available for viewing on television and the internet by members of the public, including children. Consistent with FCC rules, obscenity, and profane or indecent language will not be tolerated by the presiding officer. Anyone wishing to address the Council should raise their hand, or if attending remotely please use the "raise hand" function on your screen and wait to be called on. Please make your comments from the podium and identify yourself by your first and last name and your address for the record. Please limit your comments to three minutes. No discussion or action will be taken by the Council on this matter. If requested by the Council, City staff will prepare a report for the Council regarding the matter and place it on the next agenda.

4. REPORTS AND PRESENTATIONS

- A. Outgoing Commissioner Acknowledgement
- City Clerk/HR Director Memo

5. PARKS

- A. Report by Commissioner Bahneman on 02-11-25 Park Commission Meeting
- Minutes

6. PLANNING

- A. Report by City Planner Griffiths on February 4, 2025 meeting
- Minutes

- B. Variance to Redevelop a Non-Conforming Lot
Location: 20175 Manor Road
Applicant: Edward Zaret
- City Planner Memo
Resolution 25-023

- C. Preliminary & Final Plat for Shorewood Meadow
Location: 25480 & 25560 Smithtown Rd
Applicant: McDonald Construction Partners
- City Planner Memo
Resolution 25-024

- D. Amendments to Zoning Regulations to Implement the
Comprehensive Plan for Medium Density Land Uses
- City Planner Memo
Ordinance 616

Applicant: City Initiated

Resolution 25-025

7. ENGINEERING/PUBLIC WORKS

A. Pavement Management Plan

City Engineer Memo
Resolution 25-026

8. GENERAL/NEW BUSINESS

9. STAFF AND COUNCIL REPORTS AND DISCUSSION

A. Staff

1. Matters from the Floor Response:
Mike Hirner, 19360 McKinley Court – Aircraft Flight Paths
2. Hwy 7 Corridor Study Update by Public Works Director

City Administrator Memo

B. Mayor and City Council

10. ADJOURN

**CITY OF SHREWOOD
CITY COUNCIL WORK SESSION MEETING
MONDAY, FEBRUARY 10, 2025**

**5755 COUNTRY CLUB ROAD
COUNCIL CHAMBERS
5:30 P.M.**

MINUTES

1. CONVENE CITY COUNCIL WORK SESSION MEETING

Mayor Labadie called the meeting to order at 5:30 P.M.

A. Roll Call

Present. Mayor Labadie; Councilmembers Labadie, Maddy, Sanschagrín, Gorham and DiGruttolo; City Administrator Nevinski.

Absent: Councilmember Callies

B. Review Agenda

Zerby moved, Sanschagrín seconded, approving the agenda as presented. Motion passed 5/0.

2. INTERVIEW COMMISSIONERS

The Council conducted interviews and asked the candidates to describe their background, experience, and interest in serving on the Commissions.

5:30 PM - Mike Hirner
5:40 PM - Amy Wenner
5:50 PM - Jeff Casale
6:00 PM - Ralph Ballard
6:10 PM - Eric Magistad
6:20 PM - Cindy Holker
6:30 PM - Daniele Longo
6:40 PM - Janet Sylvester (via Zoom)

3. DISCUSSION

The Council shared their opinions on the candidates and the Commission openings.

4. ADJOURN

Maddy moved, Gorham seconded, Adjourning the City Council Work Session Meeting of February 10, 2024, at 6:59 P.M. Motion passed 5/0.

ATTEST:

Jennifer Labadie, Mayor

Sandie Thone, City Clerk

DRAFT

CITY OF SHOREWOOD
CITY COUNCIL REGULAR MEETING
MONDAY, FEBRUARY 10, 2025

5755 COUNTRY CLUB ROAD
COUNCIL CHAMBERS
7:00 P.M.

MINUTES

1. CONVENE CITY COUNCIL REGULAR MEETING

Mayor Labadie called the meeting to order at 7:02 P.M.

A. Pledge of Allegiance

B. Roll Call

Present. Mayor Labadie; Councilmembers Maddy, Sanschagrín, Gorham, and DiGruttolo; City Administrator Nevinski; City Clerk/HR Director Thone; and Communications and Recycling Coordinator Wilson

Absent: None

C. Review Agenda

Maddy moved, Sanschagrín seconded, approving the agenda as presented.

Motion passed.

2. CONSENT AGENDA

Mayor Labadie reviewed the items on the Consent Agenda.

Maddy moved, DiGruttolo seconded, Approving the Motions Contained on the Consent Agenda and Adopting the Resolutions Therein.

A. City Council Work Session Minutes of January 27, 2025

B. City Council Regular Meeting Minutes of January 27, 2025

C. Approval of the Verified Claims List

D. Mound/St. Bonifacius Fire JPA, Adopting RESOLUTION NO. 25-019, "A Resolution Supporting the Formation of a Fire Joint Powers Agreement (JPA) Between the Cities of Minnetrista, Mound, Saint Bonifacius, and Spring Park with Collaboration of Shorewood."

E. Joint Powers Agreement – State of MN BCA

Motion passed.

3. MATTERS FROM THE FLOOR

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Mike Hirner, 19360 McKinley Court, asked about the change in the flight paths that have resulted in constant air traffic over the City and why the planes were coming all the way out to this area. He noted that he had noticed that year after year, the flights were also getting lower and lower and would also like to know why that was also happening. He asked if there was anything the City Council can do to help get the City's quality of life back by not having the planes coming all the way out to the City and also to get their elevation raised, so they do not have the loud noises associated with air traffic.

Mayor Labadie stated that she felt that those may be things that the City has not control over, but the City can send a letter of inquiry to the appropriate agencies.

City Administrator Nevinski stated that they can contact the MAC and see if they are able to gather any information, but noted that Mayor Labadie was most likely correct that the City did not have control over that situation.

Mayor Labadie asked City Administrator Nevinski to keep the Council informed when they receive a reply from the MAC.

Mr. Hirner explained that other cities have petitioned to have things adjusted and noted that many had been successful.

4. REPORTS AND PRESENTATIONS

A. Recycling Update

Communications and Recycling Coordinator Wilson gave an overview of the recycling trends from 2024 and noted that the City had a ninety-six percent recycling rate. He shared details of the usage and drop off locations throughout the City for organics, contract details and fees for the services of Republic Services. He highlighted some of the education and outreach activities that were undertaken in 2024. He outlined some upcoming activities, programs, and the expiration of the current recycling contract with Republic Services at year end and noted that the City will be looking to prepare an RFP for a new contract that would begin on January 1, 2026.

Councilmember Sanschagrín asked about the length of the recycling services contract.

Communications and Recycling Coordinator Wilson stated that the contract was for five years.

City Administrator Nevinski noted that there has been a history of simply renewing the contract and not going out for an RFP.

Councilmember Gorham asked how the City's participation in organic recycling compared to other cities.

Communications and Recycling Coordinator Wilson stated he did not know how Shorewood compared to other cities.

Councilmember Gorham stated that, in his opinion, he felt the City should do better and asked if they knew what was preventing people from participating in organics recycling.

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FEBRUARY 10, 2025

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Communications and Recycling Coordinator Wilson stated that he suspected that the issue with organics recycling may be related to inconvenience and residents having to take the materials in their car and drive it to a drop-off location. He noted that the locks were also cumbersome and explained that Republic Services had advised the City to take the locks off during the winter months, but noted that, in the past, they had padlocks on the containers all through the winter months which could be difficult to open. He explained that the intent of the locks were to help prevent contamination from other materials because they look like a regular dumpster.

Councilmember DiGruttolo stated that she felt the City's recycling program was great and felt that Communications and Recycling Coordinator Wilson was doing a great job. She asked if there may be a way to get resident feedback before the City puts together an RFP and explained that she had heard people complain about the current providers because they have a lot of stipulations and rules for residents to follow.

Communications and Recycling Coordinator Wilson stated that he felt that they could get feedback from residents prior to putting out an RFP.

Mayor Labadie stated that the Recycling Committee was meeting on March 11, 2024, at 5:30 p.m. and asked if it would be open to the public.

Communications and Recycling Coordinator Wilson stated that the Recycling Committee meetings were open to anyone who was interested in attending.

Councilmember Gorham asked about the results of the Vantage survey.

Communications and Recycling Coordinator Wilson explained that Vantage built the survey, but it was not sent out. He noted that he felt that some of the questions ended up being a bit 'leading' and would need to be tweaked before it could be sent out.

Councilmember Sanschagrín asked if there were any plans to work with Vantage on anything else.

Communications and Recycling Coordinator Wilson stated that they do have plans to work with Vantage on other projects.

- 5. PARKS**
- 6. PLANNING**
- 7. ENGINEERING/PUBLIC WORKS**
- 8. GENERAL/NEW BUSINESS**

A. Commission Appointments

Mayor Labadie explained that earlier tonight, the Council had conducted interviews for the open seats on the Park Commission and the Planning Commission. She stated that she felt that all eight individuals who applied for the Commission seats were very impressive and qualified.

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Following discussion, there was consensus to appoint Mike Hirner (three-year term), Amy Wenner (three-year term), and Janet Sylvester (remainder of Nat Gorham's term) to the Park Commission and to appoint Cindy Holker (three-year term), Daniele Longo (three-year term), and Eric Magistad (remainder of Michelle DiGruttolo's term) to the Planning Commission.

Maddy moved, DiGruttolo seconded, Adopting RESOLUTION NO. 25-020, "A Resolution Appointing Commissioners to the Park Commission and Planning Commission", as discussed.

Motion passed.

9. STAFF AND COUNCIL REPORTS AND DISCUSSION

A. Staff

City Clerk/HR Director Thone stated that, so far, the City had four well-qualified candidates who have applied for the Planning Director position, which will close on February 17, 2025 at midnight.

City Administrator Nevinski stated that related to LMCC there have been two applications from Minnco and Comcast, for a cable franchise and reminded the Council that MetroNet was currently in the process of doing their build out in the City. He noted that Public Works would be working quite a bit on Grant Lorenz in order to keep the channel open, which may require closing down the road. He stated that the Engineering staff was continuing to work on the Pavement Management Plan and the mill and overlay plans which should come before the Council sometime in March. He stated that for the Parks Plan update, an RFP should be going on this week. He noted that Finance Director Schmuck had issued an RFP for the City's banking services which received eight responses. He explained that the City's current bank came in with the best arrangement and lowered some of their fees, so the City will continue to use the services of the current banking institution. He stated staff had also been working on the Worker's Comp audit as well as property appraisals for the City's insurance. He reminded the Council that their retreat would be February 18, 2025.

B. Mayor and City Council

Councilmember Gorham stated that if City Engineer Budde would have been at tonight's meeting he had intended to ask him about the four-hour long all-city meeting at Minnetonka regarding the Highway 7 project and asked if City Administrator Nevinski had any information on the meeting.

City Administrator Nevinski stated that he had briefly connected with Public Works Director Morreim following the meeting but did not have all the details and suggested that the Council get a summary from staff who had attended the meeting in order to get more details.

Councilmember Gorham suggested that they get the summary at the next Council meeting and noted that one of the things being discussed in the new legislative session was the MnDOT cost participation policy, which he felt could affect the Highway 7 project and recommended that the City pay attention to what was going on in the session.

Councilmember Sanschagrín expressed appreciation to City Administrator Nevinski and Finance Director Schmuck for putting together the RFP to look at the City's banking costs and in looking for ways to reduce those costs. He encouraged staff to continue looking at this in other areas as

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well and stated that he would like the City to track this in order to identify areas of cost savings and cost efficiencies in the City.

City Administrator Nevinski acknowledged that this was something that was already on staff's radar and they were planning to continue to look for this type of opportunity.

Councilmember Maddy stated that the Excelsior Fire District had a few new members from other area cities and noted that he had been elected chair. He shared that the Excelsior Fire District had done a live burn about a week ago on the Chanhassen border and stated that crews from Minnetonka were also present in order to train alongside the Excelsior Fire District firefighters.

Mayor Labadie stated that the *Sun Sailor* newspaper recently published their 'Best of...' issue and included a segment for Shorewood, Excelsior, and Greenwood. She noted that the Shorewood Community and Event Center won the title of the best area community center, which she felt was something they could be very proud of. She stated that earlier today she had attended the Regional Council of Mayors meeting in Minneapolis and the topic was changes to government, climate, and the importance of forward-thinking in all decisions. She noted that the League of Women Voters, for the south shore cities, folded last year, due to lack of membership but had merged with the Wayzata League of Women Voters and would be putting on a Mayor's Forum at the Shorewood Community and Event Center on February 27, 2025, at 7:00 P.M.

10. ADJOURN

Maddy moved, Sanschagrin seconded, Adjourning the City Council Regular Meeting of February 10, 2025, at 7:39 P.M.

Motion passed.

ATTEST:

Jennifer Labadie, Mayor

Sandie Thone, City Clerk

CITY OF SHOREWOOD
2025 CITY COUNCIL RETREAT
FEBRUARY 18, 2025

5735 COUNTRY CLUB RD
SCEC CONFERENCE ROOM
8:30 AM – 4:00 PM

MINUTES

1. Meeting was convened at 8:31 a.m.

2. Present at the meeting were: Mayor Labadie, Council Members Maddy, Sanschagrín, Gorham and DiGruttollo; City Administrator Nevinski, City Clerk/HR Director Thone, Public Works Director Morreim, Finance Director Schmuck, and City Engineer Budde

Agenda: Motion to approve the agenda was made by Councilmember Sanschagrín and seconded by Councilmember Gorham; Motion approved.

3. Consensus Workshop

City Administrator Marc Nevinski facilitated a consensus workshop with council and staff to establish strategic priorities.

4. Funds Discussion

Staff provided an overview of city funds and Council discussed each fund:

- General Fund
- SCEC Special Fund
- Capitals Funds
 - i. Park
 - ii. Equipment
 - iii. Streets
 - iv. Community Infrastructure
- Enterprise Funds
 - i. Water
 - ii. Stormwater
 - iii. Sanitary Sewer
 - iv. Recycling

5. Conclusion

The council provided direction to staff on next steps.

Motion to adjourn was made by Councilmember Sanschagrin and seconded by Councilmember Maddy; Motion approved.

Adjourn at 4:48 p.m.

ATTEST:

Jennifer Labadie, Mayor

Sandie Thone, City Clerk

DRAFT



City Council Meeting Item

Title/Subject: **Verified Claims**
Meeting Date: February 24, 2025
Prepared by: Michelle Nguyen, Senior Accountant
Reviewed by: Jeanne Schmuck, Finance Director
Attachments: **Claims Lists**

Item 2D

Background:

Council is asked to verify payment of the attached claims. The claims include compensation, operational or contractual expenditures anticipated in the current budget, or otherwise approved by the Council. Funds will be distributed following approval of the claims list.

Claims for Council authorization:

Payroll-02-10-2025-ACH	\$74,602.38
Payroll-02-10-2025-AP	\$73,090.28
Council-02-24-2025 for 2024 items	\$6,770.66
Council-02-24-2025	\$169,347.17

Total Claims: Checks & ACH	\$323,810.49
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Financial or Budget Considerations

The expenditures have been reviewed and determined to be reasonable, necessary, and consistent with the City's budget.

Action Requested

Motion to approve the claims list as presented.

Clearing House

Distribution Report

User: mnguyen
Printed: 02/10/2025 - 3:39PM
Batch: 00010.02.2025



Account Number	Debit	Credit	Account Description
700-00-1010-0000	0.00	74,602.38	CASH AND INVESTMENTS
700-00-2170-0000	74,602.38	0.00	GROSS PAYROLL CLEARING
	<hr/>	<hr/>	
	74,602.38	74,602.38	
	<hr/>	<hr/>	
Report Totals:	74,602.38	74,602.38	
	<hr/>	<hr/>	

Accounts Payable

Computer Check Proof List by Vendor

User: mnguyen
 Printed: 02/10/2025 - 10:34PM
 Batch: 00003.02.2025 - PR-02-10-2025



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 4	AFSCME CO 5 MEMBER HEALTH FUND-UNION DENTAL				
February-2025	PR Batch 00001.02.2025 Dental-Union Benefit-	210.00	02/10/2025	700-00-2185-0000	ACH Enabled: True PR Batch 00001.02.2025 Dental-Union Be
	Check Total:	210.00			
Vendor: 1511	ALLSTATE BENEFITS				
February-2025	PR Batch 00001.02.2025 Insurance-Accident Be	84.45	02/10/2025	700-00-2189-0000	ACH Enabled: True PR Batch 00001.02.2025 Insurance-Accide
February-2025	PR Batch 00001.02.2025 Insurance-Critical Ben	528.04	02/10/2025	700-00-2189-0000	PR Batch 00001.02.2025 Insurance-Critica
February-2025	PR Batch 00001.02.2025 Insurance-Hospital Ber	281.97	02/10/2025	700-00-2189-0000	PR Batch 00001.02.2025 Insurance-Hospit
	Check Total:	894.46			
Vendor: 5	EFTPS - FEDERAL W/H				
PR-02-10-2025	PR Batch 00001.02.2025 FICA Employee Portio	7,575.27	02/10/2025	700-00-2174-0000	ACH Enabled: True PR Batch 00001.02.2025 FICA Employee
PR-02-10-2025	PR Batch 00001.02.2025 FICA Employer Portio	7,575.27	02/10/2025	700-00-2174-0000	PR Batch 00001.02.2025 FICA Employer I
PR-02-10-2025	PR Batch 00001.02.2025 Medicare Employee Pc	1,771.65	02/10/2025	700-00-2174-0000	PR Batch 00001.02.2025 Medicare Emplo;
PR-02-10-2025	PR Batch 00001.02.2025 Federal Income Tax	19,853.10	02/10/2025	700-00-2172-0000	PR Batch 00001.02.2025 Federal Income T
PR-02-10-2025	PR Batch 00001.02.2025 Medicare Employer Po	1,771.65	02/10/2025	700-00-2174-0000	PR Batch 00001.02.2025 Medicare Emplo;
	Check Total:	38,546.94			
Vendor: 1165	FIDELITY SECURITY LIFE INSURANCE COMPANY				
February-2025	PR Batch 00001.02.2025 Vision-Avesis Benefit	288.65	02/10/2025	700-00-2186-0000	ACH Enabled: False PR Batch 00001.02.2025 Vision-Avesis Be
	Check Total:	288.65			
Vendor: 1510	GEN DIGITAL, INC.				
February-2025	PR Batch 00001.02.2025 Protection-NortonLife	115.89	02/10/2025	700-00-2188-0000	ACH Enabled: True PR Batch 00001.02.2025 Protection-Norto
	Check Total:	115.89			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 2 PR-02-10-2025	ICMA RETIREMENT TRUST-302131-457 PR Batch 00001.02.2025 Deferred-MissionSq-FI	1,896.20	02/10/2025	Check Sequence: 6 700-00-2176-0000	ACH Enabled: True PR Batch 00001.02.2025 Deferred-MissionSq-FI
	Check Total:	1,896.20			
Vendor: 686 February-2025 February-2025	KANSAS CITY LIFE INSURANCE COMPANY PR Batch 00001.02.2025 Short Term Disability I PR Batch 00001.02.2025 Long Term Disability E	945.45 870.62	02/10/2025 02/10/2025	Check Sequence: 7 700-00-2181-0000 700-00-2181-0000	ACH Enabled: True PR Batch 00001.02.2025 Short Term Disability I PR Batch 00001.02.2025 Long Term Disability E
	Check Total:	1,816.07			
Vendor: 11 PR-02-10-2025	MINNESOTA DEPARTMENT OF REVENUE PR Batch 00001.02.2025 State Income Tax	7,523.80	02/10/2025	Check Sequence: 8 700-00-2173-0000	ACH Enabled: True PR Batch 00001.02.2025 State Income Tax
	Check Total:	7,523.80			
Vendor: 7 February-2025	MINNESOTA LIFE INSURANCE COMPANY PR Batch 00001.02.2025 MN-Life Insurance Benef	1,198.13	02/10/2025	Check Sequence: 9 700-00-2180-0000	ACH Enabled: True PR Batch 00001.02.2025 MN-Life Insurance Benef
	Check Total:	1,198.13			
Vendor: 1091 PR-02-10-2025 PR-02-10-2025	MSRS-MN DEFERRED COMP PLAN 457 PR Batch 00001.02.2025 Deferred Comp-MSRS PR Batch 00001.02.2025 Deferred Comp-MSRS	25.00 3,500.00	02/10/2025 02/10/2025	Check Sequence: 10 700-00-2176-0000 700-00-2176-0000	ACH Enabled: True PR Batch 00001.02.2025 Deferred Comp-MSRS PR Batch 00001.02.2025 Deferred Comp-MSRS
	Check Total:	3,525.00			
Vendor: 10 February-2025	NCPERS GROUP LIFE INSURANCE PR Batch 00001.02.2025 PERA Life Benefit	160.00	02/10/2025	Check Sequence: 11 700-00-2180-0000	ACH Enabled: True PR Batch 00001.02.2025 PERA Life Benefit
	Check Total:	160.00			
Vendor: 665 PR-02-10-2025 PR-02-10-2025	OPTUM BANK PR Batch 00001.02.2025 HSA-Optum Bank-Em PR Batch 00001.02.2025 HSA-Optum Bank-Ber	2,779.16 1,343.22	02/10/2025 02/10/2025	Check Sequence: 12 700-00-2183-0000 700-00-2183-0000	ACH Enabled: True PR Batch 00001.02.2025 HSA-Optum Bank PR Batch 00001.02.2025 HSA-Optum Bank
	Check Total:	4,122.38			
Vendor: 9 PR-02-10-2025 PR-02-10-2025	PERA PR Batch 00001.02.2025 MN-PERA Deduction PR Batch 00001.02.2025 MN PERA Benefit Em	5,845.10 6,750.11	02/10/2025 02/10/2025	Check Sequence: 13 700-00-2175-0000 700-00-2175-0000	ACH Enabled: True PR Batch 00001.02.2025 MN-PERA Deduction PR Batch 00001.02.2025 MN PERA Benefit Em

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	12,595.21			
Vendor: 1512	PRE-PAID LEGAL SERVICES, INC				ACH Enabled: True
February-2025	PR Batch 00001.02.2025 Protection-LegalShield	197.55	02/10/2025	700-00-2187-0000	PR Batch 00001.02.2025 Protection-Legal
	Check Total:	197.55			
	Total for Check Run:	73,090.28			
	Total of Number of Checks:	14			

Accounts Payable

Computer Check Proof List by Vendor

User: mnguyen
 Printed: 02/19/2025 - 2:58PM
 Batch: 00004.02.2025 - Council-02-24-2025-Items-2024



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 868	BANK OF MONTREAL			Check Sequence: 1	ACH Enabled: True
Dec-24-ChrisH	PSN-MN RWA-Sewer Training	350.00	12/31/2024	601-00-4331-0000	
Dec-24-ChrisH	Amazon-Return	-11.45	12/31/2024	101-33-4245-0000	
Dec-24-ChrisH	Traffic safety Warehouse-2024-Roll Up Signs	297.60	12/31/2024	101-32-4245-0000	
Dec-24-ChrisH	Boothbarn-2024 Safety Shoes	209.99	12/31/2024	101-32-4245-0000	
Dec-24-ChrisP	Fuel	96.92	12/31/2024	101-32-4212-0000	
Dec-24-CityCC	Dept of Labor-State Surecharge Quarterly	3,656.50	12/31/2024	101-00-2085-0000	
Dec-24-CityCC	AT&T - Wade's Ipad	23.49	12/31/2024	101-24-4321-0000	
Dec-24-CityCC	Chanhassen-18505-001-Water Charge	549.48	12/31/2024	601-00-4263-0000	
Dec-24-CityCC	Chanhassen-18505-000-Water Charge	6.63	12/31/2024	601-00-4263-0000	
Dec-24-CityCC	Culligan Bottled Water - C.H.	40.00	12/31/2024	101-19-4245-0000	
Dec-24-Jeremy	Fuel	17.25	12/31/2024	101-32-4212-0000	
Dec-24-Jeremy	Home Depot	59.64	12/31/2024	101-33-4245-0000	
Dec-24-Luke	Steeltoeshoe-Safety Shoes	244.99	12/31/2024	601-00-4245-0000	
Dec-24-MattM	FMCSA D&A Clearing House-Annual CDL Che	25.00	12/31/2024	101-32-4305-0000	
Dec-24-Mitch	Amazon-Portable PA for Events	160.69	12/31/2024	101-53-4245-0000	
Dec-24-Mitch	Amazon-AF Decorations	230.24	12/31/2024	101-53-4441-0000	
Dec-24-Nelia	Office Supplies	203.50	12/31/2024	101-13-4200-0000	
Dec-24-Robert	Cub Foods	27.92	12/31/2024	101-32-4245-0000	
Check Total:		6,188.39			
Vendor: 915	CINTAS			Check Sequence: 2	ACH Enabled: False
5245639808	PWs-First Aid Supplies	32.40	12/31/2024	101-32-4400-0000	
5246708209	City Hall-First Aid Supplies	79.96	12/31/2024	101-19-4223-0000	
Check Total:		112.36			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 418	HENNEPIN COUNTY ELECTIONS				
24SHR	Election Courier/PVCs/Ballots	1,028.77	12/31/2024	Check Sequence: 3 101-14-4221-0000	ACH Enabled: False
24SHR	2024 Voter Fund-Credit	-2,483.64	12/31/2024	101-14-4221-0000	
24SHR	DS200 Maint	1,770.00	12/31/2024	101-14-4221-0000	
	Check Total:	315.13			
Vendor: 1517	MINNESOTA EQUIPMENT				
LATECH	Parts for Mower	2.29	12/31/2024	Check Sequence: 4 101-32-4221-0000	ACH Enabled: False
P37888	Parts for Mower	250.00	12/31/2024	101-32-4221-0000	
P38568	Parts for Mower	54.11	12/31/2024	101-32-4221-0000	
P39793	Parts for Mower	-151.62	12/31/2024	101-32-4221-0000	
	Check Total:	154.78			
	Total for Check Run:	6,770.66			
	Total of Number of Checks:	4			

Accounts Payable

Computer Check Proof List by Vendor

User: mnguyen
 Printed: 02/19/2025 - 3:31PM
 Batch: 00005.02.2025 - Council-02-24-2025



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 887	ADVANCED ENGINEERING & ENVIRONMENTAL SERVICES, LLC				ACH Enabled: False
100833	General SCADA Svcs-Badger Well MTCE	782.75	02/24/2025	Check Sequence: 1 601-00-4303-0000	
	Check Total:	782.75			
Vendor: 817	ARCPOINT LABS OF EDINA				ACH Enabled: False
14484	Drug Testing	148.75	02/24/2025	Check Sequence: 2 101-32-4305-0000	
	Check Total:	148.75			
Vendor: 1412	ARVIG				ACH Enabled: True
01/28/2025	Act#3101049-Monthly Phones Services	403.95	02/24/2025	Check Sequence: 3 101-19-4321-0000	
	Check Total:	403.95			
Vendor: UB*00649	Richard Ballin				ACH Enabled: False
	Refund Check 006240-000, 19690 Waterford PI	26.93	02/19/2025	Check Sequence: 4 601-00-2010-0000	
	Refund Check 006240-000, 19690 Waterford PI	31.42	02/19/2025	611-00-2010-0000	
	Refund Check 006240-000, 19690 Waterford PI	13.46	02/19/2025	631-00-2010-0000	
	Refund Check 006240-000, 19690 Waterford PI	13.47	02/19/2025	621-00-2010-0000	
	Check Total:	85.28			
Vendor: 868	BANK OF MONTREAL				ACH Enabled: True
Jan-2025-Bruce	Fuel	50.01	02/24/2025	Check Sequence: 5 101-32-4212-0000	
Jan-2025-ChrisH	Spray Parts	52.56	02/24/2025	101-33-4245-0000	
Jan-2025-ChrisH	Amazon-Eye Wash Station	21.95	02/24/2025	101-32-4223-0000	
Jan-2025-ChrisH	PSN-MN-Water Exam Refresher Class-Ryan Bre	400.00	02/24/2025	601-00-4331-0000	
Jan-2025-ChrisH	Amazon-Filter	43.10	02/24/2025	101-32-4212-0000	
Jan-2025-ChrisH	PSN-Training-Bruce Stark	350.00	02/24/2025	601-00-4331-0000	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Jan-2025-ChrisH	Grainger-Heater	457.90	02/24/2025	601-00-4223-0000	
Jan-2025-ChrisH	Amazon-Tools	348.51	02/24/2025	601-00-4240-0000	
Jan-2025-ChrisH	Amazon	23.88	02/24/2025	101-32-4200-0000	
Jan-2025-ChrisH	PSN-MN-Duplication Refund	-350.00	02/24/2025	601-00-4331-0000	
Jan-2025-ChrisH	PSN-Water Training-Robert Hanson	350.00	02/24/2025	601-00-4331-0000	
Jan-2025-ChrisH	Amazon-Parks	245.60	02/24/2025	101-52-4245-0000	
Jan-2025-CityCC	Curbside Waste-SSCC	143.61	02/24/2025	201-00-4400-0000	
Jan-2025-CityCC	Curbside Waste-Public Works	454.67	02/24/2025	101-32-4400-0000	
Jan-2025-CityCC	Republic Services-Residents Recycling Svcs	15,507.80	02/24/2025	621-00-4400-0000	
Jan-2025-CityCC	Republic Services-Organic Recycling	301.60	02/24/2025	621-00-4400-0026	
Jan-2025-Eric	Amazon-Supplies	67.91	02/24/2025	101-13-4200-0000	
Jan-2025-Jeremy	Custom Hose-Hose for Broom	217.38	02/24/2025	101-33-4245-0000	
Jan-2025-Jeremy	Harbor Freights	86.47	02/24/2025	101-33-4245-0000	
Jan-2025-Jeremy	Fuel	207.42	02/24/2025	101-32-4212-0000	
Jan-2025-Jeremy	Concrete-Chainsaw	69.99	02/24/2025	101-32-4221-0000	
Jan-2025-Jeremy	Waytek	20.45	02/24/2025	101-32-4221-0000	
Jan-2025-Jeremy	Orilly-Filter	196.60	02/24/2025	101-32-4212-0000	
Jan-2025-Marc	LMC-MCMA Winter Workshop	125.00	02/24/2025	101-13-4331-0000	
Jan-2025-Marc	Maddens-MCMA Conf Lodging-4/30/25 - 5/2/25	412.32	02/24/2025	101-13-4331-0000	
Jan-2025-Marc	LMC-MCMA Winter Workshop-Conf	525.00	02/24/2025	101-13-4331-0000	
Jan-2025-Marc	Amazon-USB-c to HDMI Cable	13.59	02/24/2025	101-13-4200-0000	
Jan-2025-Marc	LMC-Elected Leaders-Gorham-DiGruttolo-Laba	1,750.00	02/24/2025	101-11-4331-0000	
Jan-2025-Marc	ICMA-2025 ICMA Membership Dues	1,132.00	02/24/2025	101-13-4433-0000	
Jan-2025-MattM	LMC-Training	40.00	02/24/2025	101-32-4331-0000	
Jan-2025-MattM	Amazon-Phone cases	89.37	02/24/2025	101-32-4245-0000	
Jan-2025-MattM	Sam's	70.32	02/24/2025	101-52-4245-0000	
Jan-2025-MattM	Sam's	214.50	02/24/2025	101-32-4245-0000	
Jan-2025-MattM	In Enabling	17.00	02/24/2025	101-32-4321-0000	
Jan-2025-MattM	Amazon-Phone screen protector	13.82	02/24/2025	101-32-4245-0000	
Jan-2025-MattM	Fs Windy-Weather Forecast	18.99	02/24/2025	101-32-4433-0000	
Jan-2025-MattM	Fusion-CEAM Conference	550.00	02/24/2025	101-32-4331-0000	
Jan-2025-MattM	Plunketts	90.00	02/24/2025	101-32-4400-0000	
Jan-2025-MattV	Home Depot-Mailbox/Sand	108.87	02/24/2025	101-33-4245-0000	
Jan-2025-MattV	Sq MN - Disposal	499.37	02/24/2025	631-00-4400-0000	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Jan-2025-MattV	Fuel	103.55	02/24/2025	101-32-4212-0000	
Jan-2025-Meliss	Amazon-Lamiecall Adjustable Laptop Stand for V	32.99	02/24/2025	101-24-4200-0000	
Jan-2025-Mitch	Caribou	81.36	02/24/2025	101-53-4441-0000	
Jan-2025-Mitch	PSP Inflatables-AF Inflatable	57.54	02/24/2025	101-53-4441-0000	
Jan-2025-Mitch	Amazon-AF decorations	137.39	02/24/2025	101-53-4441-0000	
Jan-2025-Mitch	PSP Inflatables-AF Inflatable	646.56	02/24/2025	101-53-4441-0000	
Jan-2025-Mitch	When I Work-Staff Scheduling	26.73	02/24/2025	101-53-4245-0000	
Jan-2025-Mitch	Cub Foods-AF Plates	44.98	02/24/2025	101-53-4441-0000	
Jan-2025-Mitch	Joey Novas	201.13	02/24/2025	101-53-4441-0000	
Jan-2025-Mitch	Plunketts	90.00	02/24/2025	201-00-4400-0000	
Jan-2025-Nelia	Hoby Lobby	2.43	02/24/2025	101-13-4245-0000	
Jan-2025-Nelia	Target	2.50	02/24/2025	101-13-4245-0000	
Jan-2025-Nelia	Dollar Tree	2.71	02/24/2025	101-13-4245-0000	
Jan-2025-Nelia	Sam's	19.23	02/24/2025	101-19-4245-0000	
Jan-2025-Nelia	Amazon	197.27	02/24/2025	101-13-4200-0000	
Jan-2025-Nelia	Party City	71.97	02/24/2025	101-19-4245-0000	
Jan-2025-Nelia	Sam's	250.68	02/24/2025	101-19-4245-0000	
Jan-2025-Robert	Shorewood True	36.46	02/24/2025	101-32-4245-0000	
Jan-2025-Robert	Fuel	38.80	02/24/2025	101-32-4212-0000	
Jan-2025-Ryan	Sq MIN-Disposal	678.50	02/24/2025	631-00-4400-0000	
Jan-2025-Ryan	A1 Rent-Log Splitter for Arctic Fever	78.40	02/24/2025	101-53-4441-0000	
Jan-2025-Ryan	Fuel	300.73	02/24/2025	101-32-4212-0000	
Jan-2025-Sandie	Surveymonl-Annual Subscription	1,080.00	02/24/2025	101-13-4433-0000	
Jan-2025>Tood	Shorewood True	17.78	02/24/2025	101-33-4245-0000	
Jan-2025-Wade	Wade's Fuel	51.00	02/24/2025	101-24-4212-0000	
	Check Total:	29,188.25			
Vendor: 1509	BLUE NET INC			Check Sequence: 6	ACH Enabled: True
61765	BlueAssure Plus Svcs	3,485.55	02/24/2025	101-19-4321-0000	
	Check Total:	3,485.55			
Vendor: 677	BOLTON & MENK, INC.			Check Sequence: 7	ACH Enabled: True
356140	2023-2024-Pond Maintenance	3,577.00	02/24/2025	631-00-4303-0000	
356142	2024-General Engineering	5,396.00	02/24/2025	101-31-4303-0000	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
356143	2025-General Engineering	2,623.50	02/24/2025	101-31-4303-0000	
356144	2024 Mill & Overlay/Smithtown	2,019.50	02/24/2025	419-00-4303-0000	
356145	2025 Mill & Overlay	19,601.50	02/24/2025	420-00-4303-0000	
356146	26275 Smithtown Road-Denman	198.00	02/24/2025	101-00-3414-0000	
356147	5580 Shorewood Lane	1,373.00	02/24/2025	880-00-2200-0000	
356148	Galpin Lake Road Grant	3,179.50	02/24/2025	415-00-4303-0000	
356149	GIS-Utilities-Sewer	3,407.50	02/24/2025	611-00-4303-0000	
356150	Maple Shores Development-Chamberlain Capita	191.00	02/24/2025	101-00-3414-0000	
356151	Mill Street Trail	293.50	02/24/2025	417-00-4303-0000	
356152	MS4 Administration	92.00	02/24/2025	631-00-4302-0009	
356153	Pavement Management Plan	73.50	02/24/2025	404-00-4620-0007	
356154	SE Area Water Improvements	15,049.00	02/24/2025	601-00-4303-0000	
356155	25480 Smithtown Road	770.00	02/24/2025	880-00-2200-0000	
356156	Smithtown Pond -Pond Construction Admin	1,870.50	02/24/2025	631-00-4303-0000	
356157	TH 7 Corridor Study	389.00	02/24/2025	101-19-4303-0000	
356158	Water Connection Program	191.00	02/24/2025	601-00-4303-0000	
356186	6180 Cardinal Drive	778.00	02/24/2025	101-00-3414-0000	
	Check Total:	61,073.00			
Vendor:	CAMPBELL KNUTSON P.A.				ACH Enabled: True
3526-0000G-37	General Matters/Administration-20175 Manor R	63.00	02/24/2025	880-00-2200-0000	Check Sequence: 8
3526-0000G-37	General Matters/Administration	1,640.40	02/24/2025	101-16-4304-0000	
3526-0000G-37	General Matters/Administration-25480 Smithtow	63.00	02/24/2025	880-00-2200-0000	
3526-0000G-37	General Matters/Administration-5580 Shorewoo	63.00	02/24/2025	880-00-2200-0000	
3526-0001G-37	Planning & Zoning Services-25480 Smithtown R	56.70	02/24/2025	880-00-2200-0000	
3526-0001G-37	Planning & Zoning Services-5580 Shorewood Li	56.70	02/24/2025	880-00-2200-0000	
3526-0001G-37	Planning & Zoning Services-20175 Manor Road	56.70	02/24/2025	880-00-2200-0000	
3526-0001G-37	Planning & Zoning Services	113.40	02/24/2025	101-16-4304-0000	
3526-0009G-25	Code Enforcement-5815 Club Lane	861.96	02/24/2025	101-16-4304-0000	
3526-0504G-10	Escrow Service-20175 Manor Road	66.60	02/24/2025	880-00-2200-0000	
3526-0997G-17	Additional Prosecution Svc	10.30	02/24/2025	101-16-4304-0000	
3526-0999G-40	Prosecution	3,831.09	02/24/2025	101-16-4304-0000	
	Check Total:	6,882.85			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: UB*00650	Cartus Financial Group			Check Sequence: 9	ACH Enabled: False
	Refund Check 009968-000, 22040 Stratford PI	12.89	02/19/2025	621-00-2010-0000	
	Refund Check 009968-000, 22040 Stratford PI	30.08	02/19/2025	611-00-2010-0000	
	Refund Check 009968-000, 22040 Stratford PI	25.77	02/19/2025	601-00-2010-0000	
	Refund Check 009968-000, 22040 Stratford PI	12.88	02/19/2025	631-00-2010-0000	
	Check Total:	81.62			
Vendor: 915	CINTAS			Check Sequence: 10	ACH Enabled: False
5249949508	PWs-First Aid Supplies	32.40	02/24/2025	101-32-4400-0000	
5250946004	City Hall-First Aid Supplies	68.56	02/24/2025	101-19-4223-0000	
	Check Total:	100.96			
Vendor: 1361	COSTCO-CITI CARDS			Check Sequence: 11	ACH Enabled: True
01/25/2025	Staff Meeting	51.56	02/24/2025	101-13-4245-0000	
02/04/2025	Retirement Party	243.52	02/24/2025	101-13-4245-0000	
02/06/2025	Retirement Party	110.39	02/24/2025	101-13-4245-0000	
	Check Total:	405.47			
Vendor: 211	HAWKINS, INC.			Check Sequence: 12	ACH Enabled: True
6984602	Chlorine Cylinder for Treatment	1,293.58	02/24/2025	601-00-4245-0000	
6985155	Chlorine Cylinder-Tank Rental	150.00	02/24/2025	601-00-4400-0000	
	Check Total:	1,443.58			
Vendor: 215	HENNEPIN COUNTY INFORMATION TECHNOLOGY DEPARTMENT			Check Sequence: 13	ACH Enabled: True
1000238949	800 Mhz Radio Fee	233.04	02/24/2025	101-32-4321-0000	
	Check Total:	233.04			
Vendor: 1456	HOISINGTON KOEGLER GROUP INC.			Check Sequence: 14	ACH Enabled: True
024-035-5	Subdivision Ordinance Amendments	3,257.50	02/24/2025	101-18-4400-0000	
	Check Total:	3,257.50			
Vendor: 896	HUEBSCH SERVICES			Check Sequence: 15	ACH Enabled: True
20385616	City Hall - Mats	194.00	02/24/2025	101-19-4223-0000	
20385674	SCEC - Mats	70.67	02/24/2025	201-00-4223-0000	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	264.67			
Vendor: 1332	JERRY'S PRINTING			Check Sequence: 16	ACH Enabled: False
98594	Name Badge-Jennifer Labadie	39.00	02/24/2025	101-13-4351-0000	
98692	#10 Envelopes	505.00	02/24/2025	101-13-4351-0000	
	Check Total:	544.00			
Vendor: UB*00651	Jerry & Debra Jones			Check Sequence: 17	ACH Enabled: False
	Refund Check 006863-000, 20552	3.23	02/19/2025	621-00-2010-0000	
	Refund Check 006863-000, 20552	7.53	02/19/2025	611-00-2010-0000	
	Refund Check 006863-000, 20552	3.22	02/19/2025	631-00-2010-0000	
	Check Total:	13.98			
Vendor: 1515	KATH FUEL OIL SERVICE CO.			Check Sequence: 18	ACH Enabled: True
819537	Fuel for Trailer	747.63	02/24/2025	101-32-4212-0000	
819916	Fuel for Trailer	1,171.81	02/24/2025	101-32-4212-0000	
	Check Total:	1,919.44			
Vendor: 1291	LANO EQUIPMENT, INC			Check Sequence: 19	ACH Enabled: False
03-1133682	Valve-Toolcat	779.69	02/24/2025	101-33-4245-0000	
	Check Total:	779.69			
Vendor: 13	LEAGUE OF MINNESOTA CITIES INSURANCE TRUST (0049)			Check Sequence: 20	ACH Enabled: False
40003059Feb2025	Workers' Compensation-Act#40003059	38,726.00	02/24/2025	700-00-2177-0000	Acc#40003059
	Check Total:	38,726.00			
Vendor: 1378	MAYA MAINTENANCE LLC			Check Sequence: 21	ACH Enabled: True
1386	Janitorial Services-PW's Facility	520.00	02/24/2025	101-32-4400-0000	
	Check Total:	520.00			
Vendor: 281	METRO CITIES			Check Sequence: 22	ACH Enabled: False
2119	2025 Membership Dues	3,468.00	02/24/2025	101-11-4433-0000	
	Check Total:	3,468.00			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 1528 SWO045710-1	MGX EQUIPMENT SERVICES LLC Plow for F550-Ford-S/N:1FD0X5HT0KEF2014:	11,473.00	02/24/2025	Check Sequence: 23 403-00-4620-0000	ACH Enabled: False
	Check Total:	11,473.00			
Vendor: 325 1851581	ON SITE SANITATION -TWIN CITIES South Shore-5355 St Albans Bay	83.65	02/24/2025	Check Sequence: 24 101-52-4400-0000	ACH Enabled: True
1851582	Freeman Park-6000 Eureka Rd	83.65	02/24/2025	101-52-4400-0000	
1851583	Christmas Lk Rd-5625 Merry Ln	187.62	02/24/2025	101-52-4400-0000	
1851584	Cathcart Park-26655 W- 62nd St	83.65	02/24/2025	101-52-4400-0000	
1851585	Silverwood Pk-5755 Covington R	83.65	02/24/2025	101-52-4400-0000	
	Check Total:	522.22			
Vendor: 903 263812	PERRILL ROWay Web App-Monthly	75.00	02/24/2025	Check Sequence: 25 611-00-4400-0000	ACH Enabled: True
263812	ROWay Web App-Monthly	75.00	02/24/2025	601-00-4400-0000	
	Check Total:	150.00			
Vendor: 1170 IV00571797	SPS WORKS Engraved Plastic Plate	52.35	02/24/2025	Check Sequence: 26 101-13-4351-0000	ACH Enabled: True
	Check Total:	52.35			
Vendor: 657 2991566	SUMMIT FIRE PROTECTION City Hall-Sprinkler Inspection	79.00	02/24/2025	Check Sequence: 27 101-19-4223-0000	ACH Enabled: True
	Check Total:	79.00			
Vendor: 694 29946	TIMESAVER OFF SITE SECRETARIAL, INC. Council Meeting	172.00	02/24/2025	Check Sequence: 28 101-13-4400-0000	ACH Enabled: True
29947	Park Meeting	212.50	02/24/2025	101-53-4400-0000	
29949	Planning Meeting	226.01	02/24/2025	101-18-4400-0000	
	Check Total:	610.51			
Vendor: 1348 5033150946	TOSHIBA AMERICA BUSINESS SOLUT SCEC - Printer Lease-Acct#450-0107118-000	130.07	02/24/2025	Check Sequence: 29 201-00-4400-0000	ACH Enabled: True
5033267944	PW's - Printer Lease-Acct#450-0104647-000	148.09	02/24/2025	101-32-4400-0000	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	278.16			
Vendor: 1370	TOSHIBA AMERICA BUSINESS SOLUTIONS			Check Sequence: 30	ACH Enabled: False
6479753	US0168238MA-Monthly Service Fee	11.68	02/24/2025	201-00-4400-0000	
	Check Total:	11.68			
Vendor: 1524	TREE TOP CLEANING INC			Check Sequence: 31	ACH Enabled: False
7280	Tree Removal	1,280.00	02/24/2025	101-32-4400-0000	
	Check Total:	1,280.00			
Vendor: 386	TWIN CITY WATER CLINIC			Check Sequence: 32	ACH Enabled: True
21705	Monthly Water Testing	120.00	02/24/2025	601-00-4400-0000	
	Check Total:	120.00			
Vendor: 421	VERIZON WIRELESS			Check Sequence: 33	ACH Enabled: False
6104995935	612-581-4018-Jeanne Schmuck	46.39	02/24/2025	101-15-4321-0000	Acct #842017386-00001
6104995935	763-204-5849-Jake Griffiths	41.39	02/24/2025	101-18-4321-0000	Acct #842017386-00001
6104995935	612-581-5835-Mitchell Czech	41.39	02/24/2025	201-00-4321-0000	Acct #842017386-00001
6104995935	612-581-3931-Marc Nevinski	46.39	02/24/2025	101-13-4321-0000	Acct #842017386-00001
6104995935	612-581-3780-Planning Dept	41.39	02/24/2025	101-18-4321-0000	Acct #842017386-00001
6104995935	612-297-1196/638-0176 & 952-292-2968/7023	314.17	02/24/2025	101-32-4321-0000	Acct #842017386-00001
6104995935	612-581-2856-Eric Wilson	41.39	02/24/2025	101-13-4321-0000	Acct #842017386-00001
6104995935	612-581-4949-Sandie Thone	41.39	02/24/2025	101-13-4321-0000	Acct #842017386-00001
6104995935	612-581-6609-WadeWoodward	41.39	02/24/2025	101-24-4321-0000	Acct #842017386-00001
	Check Total:	655.29			
Vendor: 327	WINDSTREAM			Check Sequence: 34	ACH Enabled: True
76852061	Public Works	-24.63	02/24/2025	101-32-4321-0000	
76852061	City Hall	81.13	02/24/2025	101-19-4321-0000	
76852061	City of Shwd-West Tower	94.42	02/24/2025	601-00-4321-0000	
76852061	City of Shwd- Badger Well	65.93	02/24/2025	601-00-4395-0000	
	Check Total:	216.85			
Vendor: 411	XCEL ENERGY, INC.			Check Sequence: 35	ACH Enabled: True

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
914634529	5500 Old Market Rd	60.35	02/24/2025	601-00-4398-0000	5500 Old Market Rd
914696047	5655 Merry Lane	29.43	02/24/2025	101-52-4380-0000	5655 Merry Lane
	Check Total:	89.78			
	Total for Check Run:	169,347.17			
	Total of Number of Checks:	35			



City of Shorewood

City Council Meeting Item

Item
2E

Title/Subject: Park Commission Meeting Schedule Change
Meeting Date: February 24, 2025
Prepared by: Sandie Thone, City Clerk/Human Resources Director
Reviewed by: Mitch Czech, Park/Recreation Manager
Attachments: Resolution

Background

The following meeting schedule change was presented and proposed to the Park Commission at their February 11th meeting. The Commission unanimously agreed to move their Park Commission meetings from the 2nd Tuesday of the month to the 4th Tuesday of the month beginning with the new term, effective March 1, 2025.

2025 Park Commission Meeting Date Options

Current 2025 Meeting Schedule (2nd Tuesday of the Month)	
Meeting Date	Council Report Date
January 14, 2025	January 27, 2025
February 11, 2025	February 24, 2025
March 11, 2025	March 24, 2025
April 8, 2025	April 28, 2025
May 13, 2025	May 27, 2025
June 10, 2025	June 23, 2025
July 8, 2025	July 28, 2025
August 26, 2025	September 8, 2025
September 9, 2025	September 22, 2025
October 21, 2025	November 10, 2025
November 25, 2025	December 8, 2025
December 9, 2025	January 12, 2026

Proposed 2025 Meeting Schedule (4th Tuesday of the Month)	
Meeting Date	Council Report Date
January 14, 2025	January 27, 2025
February 11, 2025	February 24, 2025
March 25, 2025	April 14, 2025
April 22, 2025	May 12, 2025
May 20, 2025	June 9, 2025
June 24, 2025	July 14, 2025
July 22, 2025	August 11, 2025
August 26, 2025	September 8, 2025
September 23, 2025	October 14, 2025
October 28, 2025	November 10, 2025
November 25, 2025	December 8, 2025
December 9, 2025	January 12, 2026

Red text denotes meetings moved to an irregular date.

Green text denotes meetings that have already taken place.

Financial Considerations

N/A

Action Requested

Motion to accept the updated meeting schedule for the Shorewood Park Commission to the fourth (4th) Tuesday of the month effective March 1, 2025. Motion, second and simple majority vote required.

**CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

RESOLUTION 25-021

**A RESOLUTION APPROVING A MEETING SCHEDULE CHANGE
FOR THE SHOREWOOD PARK COMMISSION**

WHEREAS, the City of Shorewood has established a Park Commission consisting of Shorewood residents to consider and advise the City Council on matters relating to park and recreation activities; and

WHEREAS, the current Park Commission is requesting and unanimously supports to change the monthly meeting day from the 2nd Tuesday of the month to the 4th Tuesday of the month, effective March 1, 2025.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD, MINNESOTA THAT THE SHOREWOOD PARK COMMISSION WILL HOLD ITS MEETINGS ON THE 4TH TUESDAY OF EACH MONTH BEGINNING MARCH 1, 2025.

Adopted by the City Council of Shorewood, Minnesota this 24th day of February 2025.

Jennifer Labadie, Mayor

Attest:

Sandie Thone, City Clerk



City Council Meeting Item

Title/Subject: 2025 Open Book Meeting Schedule
Meeting Date: February 24, 2025
Prepared by: Sandie Thone, City Clerk/Human Resources Director
Reviewed by: Marc Nevinski, City Administrator
Attachments: 2025 Open Book Meeting Memo from Hennepin County
Appeal Options for Taxpayers Insert

Background

Attached is the memo outlining the 2025 Hennepin County Open Book meetings as well as an insert included in this spring's 2025 valuation notice mailing to all property owners. This information will be included on the City's website.

Financial Considerations

N/A

Action Requested

No action is required.

HENNEPIN COUNTY

MINNESOTA

Memo

To: City Clerks

From: Joshua Hoogland, SAMA, Hennepin County Assessor 

Date: 2/14/2025

[Hennepin County 2025 Open Book Meetings](#)

Open book meetings are an important aspect of transparency in the assessment of real property. We find it important to share the steps we have taken to provide excellent customer service to the taxpayers of Hennepin County.

[Open Book meetings](#)

The Hennepin County Assessor's office will host 5 in person locations throughout the county and a virtual meeting session for taxpayers to discuss their assessments. Taxpayers located in a city that has an open book can attend any of the meetings, depending on what works best for them.

The available meeting dates, times and locations will be provided to taxpayers when they receive their property's valuation notice mailed in the coming weeks. The valuation notice will be accompanied by an insert providing additional information and instructions to assist taxpayers with understanding each of their appeal options. If a taxpayer would like to take part in the virtual meeting, they will need access to a computer or smart phone, call in advance to schedule a meeting time, then a Microsoft Teams meeting link will be provided for the appropriate date and time. Appraisers in our office will provide flexibility and additional date and time options to taxpayers to conduct the virtual, face-to-face meeting how and when they would prefer. Below are the locations, dates, and times of the meetings this year.



Location	Date	Time
Richfield City Hall	April 14th	4 pm-7 pm
Plymouth City Hall	April 16th	8 am - 7 pm
Rogers Community Center	April 17th	4 pm-7 pm
Virtual	April 22nd	8 am-7 pm
Mound Centennial Building	April 23rd	4 pm-7 pm
Crystal Community Center	April 24th	8 am-7 pm

It is important to note that taxpayers may call their assessor at any time after receiving their valuation notice up until the County Board of Appeal and Equalization (CBAE) deadline for appointments on May 21, 2025. Each valuation notice mailed includes a phone number that will put taxpayers in touch with the appropriate appraiser or assessor for their jurisdiction. Often, the taxpayers' questions are answered or concerns resolved during the phone conversation.

We request your help in circulating communication of these meetings to ensure awareness. This may include updates on the city's website, social media, mailings, newspaper advertisements, electronic list serves, etc.

[Hennepin County Assessor value review process](#)

Appraisers in our office will continue to answer value calls from taxpayers and respond quickly to questions and concerns. We will conduct in person valuation and classification reviews and collaborate with property owners to assist in the review process by asking them to provide documentation related to their property, such as, inspection reports and appraisals. We will also use all tools available to us including, aerial imagery, GIS technology, street view photography, sales listing information, new construction permit information, etc.

Thank you for your consideration and collaboration.

Contact

County Assessor
 Joshua Hoogland
 (612) 348-8853
joshua.hoogland@hennepin.us

Assistant County Assessor
 Melissa Potter
 (612) 998-5380
melissa.potter@hennepin.us

Enc: Valuation notice insert

How to appeal your value and classification

If the property information on your valuation notice is not correct, you disagree with the values, or have other questions about this notice, you may appeal.

Start with your assessor

Often issues can be resolved by reaching out directly to your assessor. Their number is listed on the valuation notice.

Do you still have concerns? Attend a local meeting

If your issues weren't resolved by talking to your assessor, you can either attend a local board of appeal and equalization meeting or continue having an "open book" conversation with assessing staff. Each city chooses which meeting format they prefer (the front of your valuation notice will tell you which option your city has chosen).

Local board of appeal and equalization meetings

Property owners may appear in front of the local board of appeal and equalization to dispute their valuation or classification. The date and time of the meeting is located on your valuation notice.

Open book meetings

During an open book meeting, property owners can address questions about their property valuation and classification directly with assessing staff. If your city has opted for an open book meeting, the in-person meeting will be held at one of five locations. Choose the location that best fits your schedule.

Monday, April 14, 4 to 7 p.m. — Richfield City Hall, 6700 Portland Ave S, Richfield, MN

Wednesday, April 16, 8 a.m. to 7 p.m. — Plymouth City Hall, 3400 Plymouth Blvd, Plymouth, MN

Thursday, April 17, 4 to 7 p.m. — Rogers Community Room, 21201 Memorial Dr, Rogers, MN

Wednesday, April 23, 4 to 7 p.m. — Mound Centennial Building, 5341 Maywood Rd, Mound, MN

Thursday, April 24, 8 a.m. to 7 p.m. — Crystal Community Center, 4800 Douglas Dr N, Crystal, MN

If you prefer a virtual meeting, please call the number on the valuation notice to schedule a virtual appointment with an appraiser in advance of the following meeting date:

Tuesday, April 22, 8 a.m. to 7 p.m.

If you still need help, attend the county meeting

If after attending your local meeting you are still not satisfied, you can attend the county board of appeal and equalization meeting. If your city offers a local board of appeal and equalization meeting, you must attend that meeting before attending the county board of appeal and equalization. This requirement does not apply if your city holds an open book meeting.

Questions

Please call the number on the front of your valuation notice.

Hennepin County Assessor's Office
300 S. Sixth Street, MC 213, Minneapolis

hennepin.us/assessment





City Council Meeting Item

Item
2G

Title/Subject: Request for Additional Time to Correct a Code Violation
Meeting Date: February 24, 2025
Prepared by: Jake Griffiths, City Planner
Reviewed by: Marc Nevinski, City Administrator
Attachments: Written Request for Additional Time
Resolution Approving the Request

Background

Location: 4845 Enchanted LN
Applicant: Lisa Holt (on behalf of MARY C ZINSHOLT REV LIV TRST)

In December 2024, the City Council approved a request for additional time to correct violations of the City Code located at 4845 Enchanted LN by February 7, 2025. Prior to that deadline, the property owner requested additional time to correct the violations due to poor weather conditions. The property owner's request is attached and notes that while they have made progress on correcting the violations during the first extension, they are seeking until the end of May to finish addressing the condition of the property.

City Code 104.03 Subd. 2. a. allows property owners to request additional time from the City Council to correct City Code violations. Since the property owners have been making continued progress on bringing their property into compliance, have been communicating regularly with City staff, and due to poor weather conditions, staff would recommend approving the request to extend the deadline until May 31, 2025.

Financial Considerations

None

Action Requested

Motion to approve the attached resolution granting additional time to correct code violations for the property located at 4845 Enchanted LN. A majority vote of the Council is required.

Jake Griffiths

From: Lisa Holt <fullyhuman@gmail.com>
Sent: Wednesday, February 12, 2025 11:14 AM
To: Jake Griffiths
Subject: Re: Request for extension on work on 4845 Enchanted Lane

Follow Up Flag: Follow up
Flag Status: Completed

Hi Jake. Thank you for our conversation today. Here is the information you requested.

-We are requesting an extension until the end of May

So far we have:

- removed the sheds
- cut some of the buckthorn
- researched and hired for some additional help with the buckthorn removal, which we have been told should be done in the spring
- secured all of the entrances and windows into the cabin and garage except the one door that we need for entry to the garage (and we can secure that further anytime if requested)
- worked on the disposal and recycling of the panels and other remaining materials from the former sheds
- the vehicle that was being used for storage has been emptied, removed and donated

Thank you for your time!

Lisa Holt

to live in this world, you must be able to do three things:
to love what is mortal;
to hold it against your bones knowing your own life depends on it;
and, when the time comes to let it go,
to let it go.

On Wed, Feb 12, 2025 at 8:04 AM Jake Griffiths <jgriffiths@ci.shorewood.mn.us> wrote:

Good morning Lisa,

Following up on my email from earlier this week, please respond with answers to my questions so I can process your request for additional time. Thanks.

**CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

RESOLUTION 25-022

A RESOLUTION APPROVING A REQUEST FOR A SECOND EXTENSION TO CORRECT CODE VIOLATIONS FOR PROPERTY LOCATED AT 4845 ENCHANTED LN

WHEREAS, the City of Shorewood sent a violation notice to Mary C Zinsholt Rev Liv Trust (“Property Owners”) regarding violations of City Code on their property addressed as 4845 Enchanted LN; and,

WHEREAS, Lisa Holt, on behalf of the property owners, has requested more time to correct the violation as allowed by Section 104.03 subd. 2 a. of the City Code; and,

WHEREAS, the City Council considered the appeal for additional time to correct the violation at its regular meeting on February 24, 2025.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD, MINNESOTA FINDS AS FOLLOWS:

CONCLUSIONS

1. The Property Owners request for additional time is necessary to resolve the violations.
2. The City Council has requested an inspection of the work upon completion after May 31, 2025.
3. The City Council hereby grants an extension to correct the violations, which expires on May 31, 2025.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD, MINNESOTA this 24th day of February 2025.

Jennifer Labadie, Mayor

ATTEST:

Sandie Thone, City Clerk



City of Shorewood

City Council Meeting Item

Item
2H

Title/Subject: Recruitment for Public Works Seasonal Hires
Meeting Date: February 24, 2025
Prepared by: Sandie Thone, City Clerk/Human Resources Director
Reviewed by: Matt Morreim, Public Works Director
Reviewed by: Marc Nevinski, City Administrator
Attachments: None

Background

Each year the Public Work's department recruits for and hires temporary seasonal workers who perform maintenance work in the city's parks and other duties.

Public works is requesting to recruit for three seasonal hires for the 2025 season and has included that expense in the 2025 budget. The position is Grade 2 on the City's Compensation schedule at Step D at a rate of \$19.14 per hour. Returning seasonal workers are paid at the next step from the previous year's pay to encourage their return. In 2024 two seasonals returned from the previous year.

Financial Considerations

These positions are included in the 2025 budget under the Public Works personnel budget.

Action Requested

Motion to approve the recruitment to fill the positions for three seasonal public works employees to perform park maintenance and other duties as assigned.

Motion, second and simple majority vote required.



City Council Meeting Item

Title/Subject: 2025 Shorewood Outgoing Commissioner Recognition
Meeting Date: February 24, 2025
Prepared by: Sandie Thone, City Clerk/Human Resources Director
Reviewed by: Marc Nevinski, City Administrator

Background

The city has a need for citizens to serve on advisory committees to the city council. Pursuant to Shorewood City Code Chapter 201, the Shorewood Planning Commission was established to be the city planning agency authorized by MN Statute and is advisory to the City Council. The Commission consists of five members who must be current residents of Shorewood. Terms of appointment commence on March 1 and terminate on the last day of February and run for three (3) years. The Planning Commission shall have the powers and duties given to city planning agencies, generally by law, including the authority to conduct public hearings.

Pursuant to Shorewood City Code Chapter 202, the Shorewood Park Commission was established and is advisory to the City Council. The Commission consists of five members who must be current residents of Shorewood. Terms of appointment commence on March 1 and terminate on the last day of February and run for three (3) years. The purpose of the Park Commission shall be to aid the City Council in the expenditure of monies so that the greatest benefit may be obtained from the use and maintenance of the city parks.

We sincerely thank and recognize the outstanding service of the following outgoing commissioners:

Planning Commissioner and Vice Chair Nat Gorham
Planning Commissioner Mary Johnson
Park Commissioner Michelle DiGruttollo

The Shorewood City Council recognizes and expresses appreciation to the above commissioners for their dedication and service on the Shorewood Commissions.

No Formal Action Requested.

**CITY OF SHOREWOOD
PARK COMMISSION MEETING
TUESDAY, FEBRUARY 11, 2025**

**5755 COUNTRY CLUB RD
SHOREWOOD CITY HALL
7:00 P.M.**

MINUTES

1. CONVENE PARK COMMISSION MEETING

Chair Wenner convened the meeting at 7:01 p.m.

A. Roll Call

Present: Chair Wenner, Commissioners Hirner, Garske, Bahneman; City Council Liaison Gorham; and Parks and Recreation Manager Czech

Absent: None

B. Review Agenda

Commissioner Garske moved to approve the agenda as written. Commissioner Bahneman seconded the motion. Motion carried 4-0.

2. APPROVAL OF MINUTES

A. Park Commission Meeting Minutes of January 14, 2025

Commissioner Garske moved to approve the minutes of the January 14, 2025 meeting as written. Commissioner Bahneman seconded the motion. Motion carried 4-0.

3. MATTERS FROM THE FLOOR

There were none.

4. NEW BUSINESS

A. 2025 Park Commission Meeting Dates

Parks and Recreation Manager Czech noted that at the last meeting, the Commission had directed staff to check into the possibility of scheduling the meetings for the 4th Tuesday of the month rather than the 2nd Tuesday of the month.

Commissioners discussed the possible change in the meeting date, as proposed.

Commissioner Garske moved to recommend changing the regular Park Commission meeting dates to the 4th Tuesday of the month beginning in March. Commissioner Bahneman seconded the motion. Motion carried 4-0.

B. 2025 Arctic Fever Recap

Parks and Recreation Manager Czech gave a brief recap of the 2025 Arctic Fever Event on January 17, 2025. He reminded the Commission that some of the event plans had to be modified

due to the lack of snow and explained that they had a 'Name a Snowplow' contest and a coloring contest and noted that Council Liaison Gorham's daughter won the coloring contest. He stated that the coloring materials will be featured on some of the promotion materials for next year's event. He stated that there were 50 submissions for the 'Name a Snowplow' event and the winning entry was 'Frosty the Snowplow'. He noted that they believe that about 144 people attended the event this year, but attendance were not available for past years. He noted that they did receive feedback from people involved in previous years that they felt this year's attendance was higher than in the past for the Friday portion of the event. He listed the sponsors for the event and noted that it was the first presenting sponsor for a City event. He outlined considerations for future events including continuing to partner with Bach to Rock, that the addition of face painting and balloon art was a positive, and to consider additional lighting in the parking lot.

Chair Wenner stated that she also felt it was a great event, especially under the circumstances, with many portions being canceled due to the weather.

Commissioners discussed the feeling that both the balloon animal artist and the face painting artist were very good and that they had thoroughly enjoyed the participation of Bach to Rock.

Commissioner Garske raised the idea of charging a small fee for face painting, rather than providing this for free, with the hope that the City could then hire an additional artist so the lines were not as long. He noted that he felt it may also be beneficial to separate the balloon artist and the face painting because all the kids ended up being crowded into once space.

Commissioner Hirner suggested that the City try to find a way to take some of the elements of the Arctic Fever event, such as the balloon artist and face painting, into some kind of summer event.

Commissioner Garske stated that he liked the idea of the cookie event, because it was a great event that was simple and something that everyone could do.

Chair Wenner suggested that they try to find other food vendor options outside of Joey Nova's Pizza.

Park and Recreation Manager Czech stated that Joey Nova's Pizza had always been a great partner to the City.

Commissioner Hirner stated that he agreed that it would be good if they could expand things a bit and get other entities involved in the events, especially if they could find something within the City limits.

Council Liaison Gorham stated that he agreed with the comment made by Commissioner Garske regarding the cookie station but noted that he believed that the 'cookie lady' was leaving the State later this year.

Chair Wenner stated that the 'cookie lady' had amazing cookies, and suggested that the City be on the lookout for a new cookie vendor for upcoming events.

Park and Recreation Manager Czech encouraged the Commission to let staff know if they run across vendors or other activities that they felt would be a good addition.

C. 2025 Movie in the Park

Parks and Recreation Manager Czech reviewed the list of movies available to be shown at Movie in the Park scheduled for August 22, 2025, at Eddy Station in Freeman Park. He suggested that as they review the movie options they keep in mind other promotional ideas or activities that the City could include as part of the event in order to bring it a bit more substance but cautioned that they do have a limited budget.

Chair Wenner asked if this event would be open for sponsorship.

Parks and Recreation Manager Czech confirmed that this event would be open for a possible sponsorship opportunity.

Chair Wenner suggested that they look into the possibility of being able to have local vendors set up booths at the event, such as a local jeweler.

Parks and Recreation Manager Czech stated that possibility was included within their sponsorship guide.

Chair Wenner stated that she liked the idea of putting together other activities with the movie and gave the example of choosing Cloud with a Chance of Meatballs and then having meatball subs available, selecting Little Big League and having demonstrations provided by Minnetonka Baseball, choosing The Incredibles and having a super hero costume contest with hero sandwiches, or selecting Doolittle and having a petting zoo.

Commissioner Hirner stated that he believed that they have had better attendance in the past when they have selected animated movies.

Commissioners discussed movie options, which ones may appeal to the most people, and brainstormed some possible additional promotional activities to go along with the actual event.

Park and Recreation Manager Czech stated that once the Commission selects a movie, he can put an item on a future agenda where they can have additional discussions about additional activities.

Commissioner Hirner moved to approve Lilo and Stitch as the movie for the 2025 Movie in the Park event. Commissioner Garske seconded the motion. Motion carried 4-0.

Commissioner Garske suggested that the Commission vote on a second choice option in case Lilo and Stitch ended up not being available.

Commissioner Hirner moved to approve Lilo and Stitch as the 2025 Movie in the Park event, and if that choice was not available, to select Cloudy with a Chance of Meatballs, as the second choice for the 2025 Movie in the Park event. Commissioner Garske seconded the motion. Motion carried 4-0

D. Parks Master Plan

Parks and Recreation Manager Czech explained that staff was putting together an RFP in order to solicit bids from qualified consultants to lead the City through the process of developing a Parks

Master Plan. He stated that staff was looking for some feedback from the Commission prior to the RFPs being sent out.

Chair Wenner asked if the consultants would be drawing anything out of the IPM plan in addition to the existing plan that was created in 2002.

Parks and Recreation Manager Czech confirmed that the City would be providing them with most of the working documents the City had related to Parks because it will help show them the current state of the City. He noted that he felt the primary focus will be the more active areas of the parks, as a whole, and a smaller focus would be on the natural areas of the parks.

Commissioner Garske stated that he would love to see the consultants take on the City's repair/replace timelines.

Commissioners discussed the possibility of delaying the plans for Cathcart Park until the consultants weighed in on what they saw throughout the City parks related to equipment and viability.

Council Liaison Gorham suggested that this could be something discussed at the upcoming City Council/Park Commission Work Session meeting.

Commissioner Hirner noted that he felt that the City could have the plan in place for Cathcart but wait on the implementation until the consultants weighed in. He stated that he felt that the Master Plan needed to include, at the very least, a look at the woods and gave the example of the recent work that had been done to remove buckthorn which resulted in additional open space.

Chair Wenner stated that she felt that was a good point and asked if trails would be included, the possibility of having an educational component that showed native plants and things like the buckthorn removal process.

Commissioner Garske stated that he was assuming that the consultants would provide some recommendations or ideas of amenities or uses that the City may want to consider and also some things that the City may want to actually phase out of its parks.

Council Liaison Gorham mentioned the skateboard park and asked how much time the consultants may spend looking at it and South Shore Park.

Park and Recreation Manager Czech stated that the intent of the RFP was to update the Master Plan for all City parks and generate conceptual plans for South Shore Park.

The Commission discussed the budget for this Master Plan work and what items may be undertaken by the City staff in order to stay within the existing budget.

Chair Wenner asked if it may be possible to move money from another place, for example, the Cathcart renovation, in order to enable the consultants to be able to look at trails and natural areas as well.

Park and Recreation Manager Czech explained that would have to be a decision made by the Council. He noted that the RFP would be sent out on February 12, 2025, and the deadline for proposals would be in mid-March so he should be able to have a clearer idea on what the

proposals were looking like by the March 25, 2025, Park Commission meeting, even though a consultant would not be selected yet.

Commissioner Hirner asked if the consultant would be involved in the Park Tours over the summer months.

Park and Recreation Manager Czech stated that was still to be determined.

Commissioner Hirner stated that he felt that would be a good way for them to get a good tour of the parks and also get a sense of what the Commission and City Council were thinking about the parks that could be good feedback for them.

Chair Wenner stated that one of the discussion item that came up at a recent meeting was the possibility of not holding Park Tours anymore.

Commissioner Garske stated that they had also discussed doing tours individually or only touring the parks that had upcoming projects so they would spread out the tours over a few years instead of trying to do them all at once.

Commissioner Hirner stated that he disagreed with the idea of phasing out the Park Tours because he didn't feel that the City could discount the public involvement and interaction that they get from the Park Tours.

The Commission discussed the pros and cons of holding Parking Tours and the importance of finding a way to focus on public engagement through the Master Plan development process.

Commissioner Hirner asked if the Council had discussed what their expectations were for the frontage between Highway 7 and the park, or if they would like to do something like install a sound wall to separate the park from the roadway. He explained that when the City goes to do a plan for South Shore Park, they will end up having a different result if there will be a barrier or not. He noted that he would not to anything in that park that will involve kids without some type of barrier.

Council Liaison Gorham stated that generally a sound barrier would probably not be done right away and would likely not be part of the Highway 7 project, so it would probably end up being funded by Shorewood. He noted that the process for the Highway 7 project has started to move forward with MnDOT and explained at some point there will be engagement with Shorewood on the project as well. He stated that he would love to see some type of 'Welcome to Shorewood' message near South Shore Park and suggested that they may be able to find some of creative approach to that because he felt that they did need a barrier there. He asked about the engagement of the Park Commission in the selection of the consultants to work on the Master Plan. He suggested that they could possibly have someone from the Commission sit on the interview panel and noted that if the Park Commission was not engaged in this process, he felt it may be a missed opportunity and asked what the engagement of the Park Commission would be after the initiation of the project.

Park and Recreation Manager Czech explained that their engagement would come throughout the process and assured Council Liaison Gorham that they would be heavily involved the whole way.

5. OLD BUSINESS

6. COUNCIL, STAFF, AND LIAISON REPORTS / UPDATES

A. City Council

Council Liaison Gorham gave an overview of recent City Council discussions and decisions. He noted that in addition to reappointing Chair Wenner and Commissioner Hirner to the Park Commission they also appointed Janet Sylvester to join the Commission. He noted that he believed that a City Council/Park Commission Work Session meeting would be scheduled after the Council held their upcoming retreat.

B. Staff

Park and Recreation Manager Czech noted that the Shorewood Community and Event Center had been busy and explained that they had opened a tax appointment line in mid-January. He explained that AARP comes in and does taxes for free for 55+ or low-income households and as of last Friday, all available appointments had been filled. He noted that the warming houses were still open, but were running a bit short on staff because college students had returned to their campuses. He explained that he would be out of the country starting tomorrow, without access to phones or e-mails, but would return on February 25, 2025.

C. Commissioner

Park and Recreation Manager Czech explained that this was a new agenda feature in order to give the Commission the opportunity to give feedback, provide updates, or request having future agenda items.

Commissioner Garske asked if the 2025 Work Plan for the Commission would be available at their next meeting.

Park and Recreation Manager Czech explained that staff had been working on it and he hoped to be able to bring a draft of it to the next meeting.

Chair Wenner stated that the South Lake Mayors Forum would be held on February 27, 2025, at 7:00 p.m. at the Shorewood Community and Event Center put on by the League of Women Voters.

7. ADJOURN

Commissioner Bahneman moved to adjourn the Park Commission Meeting of February 11, 2025, at 8:15 p.m. Commissioner Garske seconded the motion. Motion carried 4-0.

5 **DRAFT MINUTES**
6

7
8 **CALL TO ORDER**
9

10 Chair Eggenberger called the meeting to order at 7:00 P.M.
11

12 **ROLL CALL**
13

14 Present: Chair Eggenberger; Commissioners Huskins, Holker and Johnson; Planning
15 Director Darling; City Planner Griffiths; and Council Liaison DiGruttolo
16

17 Absent: None
18

19 Chair Eggenberger announced that agenda item 4.B., related to the Minor Subdivision And
20 Variance for property located at 5570/5580 Shorewood Lane has been withdrawn. He explained
21 that tonight, he would be turning over the running of the meeting to Vice-Chair Huskins.
22

23 **1. APPROVAL OF AGENDA**
24

25 **Holker moved, Johnson seconded, approving the agenda for February 4, 2025, as**
26 **amended.**
27

28 Chair Eggenberger suggested that the Commission may want to move item 5.A. earlier on the
29 agenda prior to item 4.C.
30

31 Vice-Chair Huskins stated that his opinion would be swayed on this suggestion depending on
32 whether there were people present for item 4.C and asked if anyone present was here for item
33 4.C.
34

35 There was no one present that expressed an interest in item 4.C.
36

37 **Holker moved, Johnson approving the agenda for February 4, 2025, as previously**
38 **amended, and also to move discussion of item 5.A. prior to 4.C.**
39

40 **Motion passed 4/0.**
41

42 **2. APPROVAL OF MINUTES**
43

- 44 • **January 7, 2025**
45

46 Vice-Chair Huskins noted that earlier today he had sent some minor edits to Planning Director
47 Darling and City Planner Griffiths.
48

49 **Johnson moved, Holker seconded, approving the Planning Commission Meeting Minutes**
50 **of January 7, 2025, including the edits suggested by Vice-Chair Huskins.**
51

52 **Motion passed 4/0.**
53

1 **3. MATTERS FROM THE FLOOR**

2
3 **4. PUBLIC HEARINGS**

4 Vice-Chair Huskins explained the Planning Commission is comprised of residents of the
5 City of Shorewood who are serving as volunteers on the Commission. The Commissioners
6 are appointed by the City Council. The Commission's role is to help the City Council in
7 determining zoning and planning issues. One of the Commission's responsibilities is to
8 hold public hearings and to help develop the factual record for an application and to make
9 a non-binding recommendation to the City Council. The recommendation is advisory only.

10
11 **A. PUBLIC HEARING – PRELIMINARY PLAT FOR SHOREWOOD MEADOWS**

12 **Applicant: McDonald Construction Partners**

13 **Location: 25480 and 25560 Smithtown Road**

14
15 City Planner Griffiths outlined the request for a Preliminary Plat to subdivide a 2.33 acre parcel
16 into 3 lots for a project referred to as Shorewood Meadows. He reviewed details related to the
17 guidance within the Comprehensive Plan, lot width and area, utilities, tree preservation plans, and
18 noted that this proposal met all the City's requirements for the City's zoning districts as well as
19 the Comprehensive Plan. He stated that staff recommended approval subject to the conditions
20 included in the staff report.

21
22 Chair Eggenberger asked if there were any wells on the property.

23
24 City Planner Griffiths explained that there were existing wells on the property and noted that as
25 part of this application, staff was requiring that they be sealed once the properties were hooked
26 up to municipal water.

27
28 Commissioner Johnson asked about the plans for removal of ten mature trees and asked how
29 many trees were currently on the property.

30
31 City Planner Griffiths stated that he did not have the exact numbers with him, but knew that the
32 total number of trees on the property was much more than ten.

33
34 Vice-Chair Huskins asked about the statement in the report that the applicant had indicated, to
35 date, indicated that they were willing to connect to City water. He explained that when he read
36 that his thought was that the applicant could still change their mind and asked if they did change
37 their mind if it would have an impact.

38
39 City Planner Griffiths explained that the City Code currently says that when there are 3, or less,
40 lots, they were not required to hook up to City water. He stated in this case, because the service
41 was already there along Smithtown Road, staff was encouraging them to hook up, and the
42 applicant had also proposed to hook up. He noted that if the applicant did change their mind,
43 there would be no implications for the application. He explained that once the plans were
44 approved by the City Council, the applicant would be able to go back and change their mind.

45
46 Commissioner Johnson stated that she did not see this clarification within staff's recommendation
47 and asked if it should be included.

48
49 City Planner Griffiths stated that they can include this language, but noted that it had not been
50 included because the applicant was already choosing to hook up to City water.

1 Vice-Chair Huskins stated that he would also endorse including this language so it was completely
2 clear and what would be obligated to take place. He invited the applicant to address the
3 Commission.

4
5 Lyndon Moquist, 18696 Overland Trail, Eden Prairie, and Harold Worrell, 3878 Augustine Trail,
6 Chanhassen introduced themselves. Mr. Moquist explained that they were very proud of the
7 product that they were proposing in Shorewood and noted that they were part of the team from
8 McDonald Construction Partners. He noted that he felt that their proposal would be able to hit a
9 great niche in the City related to home pricing and would most likely be around \$1,500,000. He
10 stated that since they put their sign up on the property they have received about 30 calls and
11 currently had 19 people on the list who have expressed interest in the project.

12
13 Mr. Worrell stated that they were looking to put up 3 homes on lots that were around 1/3 of an
14 acre.

15
16 Commissioner Johnson about the proposed purchase pricing of around \$1,500,000.

17
18 Mr. Worrell explained that the purchase price could vary, depending on what it ultimately costs
19 them to develop the property, but should be within a few hundred thousand dollars of \$1,500,000.

20
21 Commissioner Holker stated that the lots they were proposing were fairly deep and were located
22 on fairly busy intersection and asked if they may be able to set the homes back a bit further.

23
24 Mr. Worrell stated that they did have a bit of play in how far the homes would be able to be
25 setback, but noted that it would be challenging because of the slope on the site which meant the
26 most likely answer to her question was 'no'.

27
28 Chair Eggenberger asked how much fill they were planning to bring to the site.

29
30 Mr. Worrell stated that he would say it would probably be around 3,000 yards.

31
32 Vice-Chair Huskins asked if the applicants had reviewed the conditions that were recommended
33 by staff.

34
35 Mr. Worrell stated that they had reviewed the conditions and noted that all but 3 of them had
36 already been taken care of and had been discussed them with City Engineer Budde.

37
38 Vice-Chair Huskins asked if the applicant had any comments on the earlier questions and
39 discussion about hooking up to City water.

40
41 Mr. Worrell noted that he felt that the majority of the public would prefer to have City water
42 connection, so it would be worth it for them to make the investment necessary in order to have
43 them connected.

44
45 Commissioner Holker asked about the proposed buffers between the lots and the trail and who
46 actually owned the trail.

47
48 Planning Director Darling stated that the trail was owned by the Hennepin Suburban Rail Authority
49 and was leased by the Three Rivers Park District.

1 Mr. Moquist stated that it was a bit tight there and explained that their preference would be to
2 leave every tree possible in order to have more privacy and also for future resale.

3
4 City Planner Griffiths explained that the regional trail corridor property area was 50 feet on either
5 side of the trail.

6
7 Commissioner Johnson asked about the decision to propose single-family, multi-level homes with
8 a fairly large footprint rather than single-story homes.

9
10 Mr. Moquist stated that he felt that the single-story home market was a bit saturated right now
11 and also felt this configuration of lots with large backyards and large open areas lent itself to this
12 type of family home, but noted that they do have the ability to construct single level, rambler type
13 homes as well.

14
15 Mr. Worrell clarified that they had done research on villa designs for the homes but explained that
16 the site did not lend itself well to that approach and they wanted to bring forward plans that did
17 not require a variance.

18
19 Commissioner Johnson asked if there was a sidewalk.

20
21 Mr. Worrell stated that they would not be adding a sidewalk to the site but would add curbing.

22
23 Vice-Chair Huskins opened the Public Hearing at 7:27 P.M. noting the procedures used in a Public
24 Hearing. There being no public comment, he closed the Public Hearing at 7:28 P.M.

25
26 **Holker moved, Johnson seconded, recommending approval of the Preliminary Plat For**
27 **Shorewood Meadows, for applicant, McDonald Construction Partners, located at 25480**
28 **and 25560 Smithtown Road, subject to the conditions listed in the staff report and an**
29 **additional condition related to the City's expectation that these lots would connect to City**
30 **water.**

31
32 **Motion passed 4/0.**

33
34 City Planner Griffiths stated that this item would come before the City Council at their February
35 24, 2025 meeting.

36
37 ~~**B. PUBLIC HEARING – MINOR SUBDIVISION AND VARIANCE**~~

38 ~~**Applicant: Sharratt Design & Company, LLC and Matt Tierney**~~

39 ~~**Location: 5570/5580 Shorewood Lane (withdrawn)**~~

40
41 Vice-Chair Huskins reminded those present at the meeting that this item had been withdrawn.

42
43 Planning Director Darling explained that when an applicant withdraws an application, it means
44 that they have rescinded it, so there would be no action taken on it unless they bring a new
45 application to the City.

46
47 **C. Variance for Redevelopment of a Non-Conforming Lot (formerly item 5.A.)**

48 **Applicant: Edward Zaret**

49 **Location: 20175 Manor Road**

50

1 Planning Director Darling gave an overview of the request for a variance to redevelop a non-
2 conforming lot at 20175 Manor Road and explained that a variance was required only because
3 this was a non-conforming lot and not for any aspect of the proposed construction plans. She
4 explained that staff recommended approval subject to the conditions included in the staff report.

5
6 Vice-Chair Huskins asked how the home was able to be built before the lot was recorded.

7
8 Planning Director Darling stated that she felt it was likely that it was part of a larger parcel at some
9 point in the past and the properties were platted around it.

10
11 Vice-Chair Huskins asked the applicant to address the Commission.

12
13 Edward Zaret, 217 Hanley Road, Golden Valley, stated that he and his wife really love the area
14 and explained that he was a road cyclist and he had biked on Manor Road for many years and
15 was pleased when they were able to buy this parcel with the existing home. He explained that it
16 was not a very pretty house and felt that their plans would improve the property. He asked if he
17 conformed for the permitting requirements if he would be able to have flexibility on construction
18 of their new home.

19
20 Planning Director Darling stated that, in this case, the variance was for the lot size and not any
21 aspect of their construction. She explained that the City did tie the approval to the plans, the
22 plans that are important here is the fact that they can show the City that they can build a single-
23 family home on the lot. She noted that for single-family homes, the City did not have site plan
24 requirements, so there was a lot of flexibility on how they can design their home.

25
26 Commissioner Johnson asked if there were any requirements to hook up to City water.

27
28 Planning Director Darling stated that there were not currently any requirements related to hooking
29 up to City water.

30
31 **Johnson moved, Holker seconded, recommending approval of the Variance Request to**
32 **Redevelop a Non-conforming Lot located at 20175 Manor Road subject to the conditions**
33 **listed in the staff report.**

34
35 **Motion passed 4/0.**

36
37 Planning Director Darling noted that this item would come before the City Council on February
38 24, 2025.

39
40 **D. PUBLIC HEARING – ZONING AMENDMENTS TO IMPLEMENT THE**
41 **COMPREHENSIVE PLAN'S MEDIUM-DENSITY LAND USE DESIGNATION**

42 **Applicant: City-Initiated**

43 **Location: City-Wide**

44
45 Planning Director Darling explained that this item was a City-initiated request for zoning
46 amendments in order to continue to implement the 2040 Comprehensive Plan for medium-density
47 land use designations. She noted that this would primarily affect the R-3A and L-R zoning
48 districts. She gave a brief overview of the recommended amendments and noted that she had
49 not received any questions or concerns from the public regarding the proposed amendments.

1 Vice-Chair Huskins suggested that the Commission go through the proposed amendments page
2 by page and line by line. He referenced page 1, line 19, and asked if they should add language
3 that stated that a lot base would be a legally non-conforming lot because it would be an
4 acknowledgment of reality.

5
6 Planning Director Darling stated that she felt that they could take out the language that said 'all
7 the lot specifications' and noted that this was a tricky definition and shared examples using an
8 aerial photo of the base lot and unit lots.

9
10 Commissioner Johnson asked if that meant that the base lot would never be non-conforming.

11
12 Vice-Chair Huskins asked if this definition was unique and specific to medium density.

13
14 Planning Director Darling explained that it was unique and specific to townhouses.

15
16 Vice-Chair Huskins asked what a lot in the R-1A district would be called.

17
18 Planning Director Darling stated that those lots would be called a 'lot of record'.

19
20 Vice-Chair Huskins stated that he would withdraw his suggestion to amend the definition of base
21 lot and moved the discussion onto page 2.

22
23 Commissioner Johnson noted that they talk about townhouses containing eight or fewer dwelling
24 units, but when they look at townhouses detached and townhouses attached, it seemed like the
25 word townhouse was actually used incorrectly there and referenced line 16.

26
27 Planning Director Darling explained that this would be townhouses in one structure, so the
28 limitation would be that they could have up to an eight-unit structure.

29
30 Vice-Chair Huskins moved the discussion onto page 3 and referenced line 24 and asked if the
31 word 'signing' should be changed to 'signage'.

32
33 Planning Director Darling explained that she had simply copied that from the existing language
34 and suggested that she change it to 'all signs'.

35
36 Vice-Chair Huskins moved the discussion onto page 4. There being no comments, he moved the
37 discussion on page 5 and referenced line 11, and asked if they should include language that
38 specified that there was a maximum of 2.5 stories allowed.

39
40 Planning Director Darling explained that information was listed below so she did not believe it
41 needed to be added to this section.

42
43 Vice-Chair Huskins referenced line 3 and the reference to the Comprehensive Plan and asked if
44 it should be changed to say something such as, 'as indicated in the Comprehensive Plan' or, 'as
45 amended in the future'.

46
47 Planning Director Darling stated that they could perhaps change it to 'the Comprehensive Plan in
48 effect at this time'.

49
50 Commissioner Johnson suggested that it may be more clear if they say, 'the Comprehensive Plan
51 in effect at the time of application'.

1 Vice-Chair Huskins moved the discussion onto page 6 and referenced line 32 and asked if this
2 language was standard.

3
4 Planning Director Darling explained that this was to give a buffer between the two uses and noted
5 that this language was existing.

6
7 Vice-Chair Huskins stated that was confused about line 38.

8
9 Planning Director Darling explained that if you were putting a townhouse next to a property line,
10 they would have to keep it back as far as the height of the structure and shared examples of what
11 it would mean in different scenarios.

12
13 Commissioner Johnson stated that she agreed that line 38 was not quite clear and suggested
14 that they reword it so it was easier to understand.

15
16 Vice-Chair Huskins stated that he felt line 41 was similar and needed some clarifying language in
17 order to be understood more easily. He moved the discussion onto page 7.

18
19 Commissioner Johnson stated that line 1 on page 7 should also have clarifying language to make
20 it clear that the height for accessory structures could be a maximum of 15 feet, or one story,
21 whichever was less.

22
23 Vice-Chair Huskins moved the discussion onto page 8.

24
25 Commissioner Johnson noted that the numbering was wrong on line 2.

26
27 Vice-Chair Huskins moved the discussion onto page 9, there being no comments, he moved the
28 discussion onto page 10.

29
30 Commissioner Holker referenced lines 5 and 6 and stated that she felt the wording was a bit
31 confusing.

32
33 Planning Director Darling explained that this language was trying to convey that they do not want
34 cars backing out into a public street, except for traditional homes where they have a garage.

35
36 Vice-Chair Huskins referenced line 33 and asked if that referred to existing commercial parking
37 areas.

38
39 Planning Director Darling stated that she should have taken that one out because the City cannot
40 require that and noted that it was a carry-over from the existing document.

41
42 Vice Chair Huskins moved the discussion onto page 11, there being no comment, they moved
43 onto page 12 and 13, there being no comments, the Commission moved the discussion to page
44 14.

45
46 Vice-Chair Huskins referenced line 34 on page 14 and asked if the word 'if' could be removed.

47
48 Planning Director Darling stated that he felt this was saying that if the caretaker was a permanent
49 resident or staying longer than 30 days, they had to notify the Zoning Administrator, which meant
50 that the word 'if' was actually needed.

51

1 Vice-Chair Huskins moved the discussion onto page 15 and asked about line 20.

2
3 Planning Director Darling stated that line 20 was saying that they could have either attached or
4 detached units as elderly housing, but if there were multiple principle buildings, they had to be
5 reviewed as a PUD.

6
7 Commissioner Johnson stated that she agreed that the language was a bit confusing and
8 suggested that they could add the word 'but' to clarify it a bit more.

9
10 Planning Director Darling stated that she would take a closer look at this line item.

11
12 Vice-Chair Huskins moved the discussion onto page 16, there being no comments, He opened
13 the Public Hearing at 8:14 P.M. noting the procedures used in a Public Hearing, there being no
14 public comment, he closed the Public Hearing at 8:14 PM.

15
16 **Holker moved, Johnson seconded, recommending approval of the Zoning Amendments**
17 **To Implement The Comprehensive Plan's Medium Density Land Use Designation, with the**
18 **changes, as discussed.**

19
20 **Motion passed 4/0.**

21
22 Planning Director Darling stated that this item would go before the City Council at their February
23 24, 2025, meeting.

24
25 **5. OTHER BUSINESS**

26
27 ~~E. Variance for Redevelopment of a Non-Conforming Lot~~
28 ~~Applicant: Edward Zaret~~
29 ~~Location: 20175 Manor Road (moved to item 4.C.)~~

30
31 **6. REPORTS**

32
33 **• Council Meeting**

34
35 Chair Eggenberger congratulated Council Liaison DiGruttolo on her recent election to the City
36 Council and welcomed her as the Council Liaison to the Planning Commission.

37
38 Council Liaison DiGruttolo reported on matters considered and actions taken during the Council's
39 recent meetings.

40
41 Planning Director Darling noted that the City Council also had a few Work Session items that she
42 felt the Planning Commission should be aware of related to the subdivision regulations and briefly
43 reviewed some of their discussion points, and direction the Council had given to staff, and
44 answered Commission questions.

45
46 **• Draft Next Meeting Agenda**

47
48 Vice-Chair Huskins stated that he would not be able to attend the March 4, 2025, Planning
49 Commission meeting.

50
51 Commissioner Holker stated that she would also not be able to attend the March meeting.

1
2 Commissioner Johnson stated that she would no longer be serving on the Commission when the
3 March meeting is held.

4
5 City Planner Griffiths stated that if the Planning Commission was able to hold a meeting, the
6 agenda was pretty full already with mostly annual administrative items but also the next version
7 of the subdivision ordinance rewrites. He noted that something that will be new for the
8 Commission in 2025 was that they were also planning to have a training topic on the agenda for
9 most meetings. He noted that Chair Eggenberger had informed him earlier today that he was no
10 longer able to give the Council report at the February 24, 2025 meeting and asked if anyone else
11 was available to take his place.

12
13 Chair Eggenberger noted that he had spoken with Commissioners Huskins and Holker prior to
14 the meeting, and they explained that they would both be out of town, so City Planner Griffiths
15 would have to update the Council on their behalf.

16
17 Vice-Chair Huskins asked Planning Director Darling to give an update on the timing and selection
18 of the new Planning Commissioners.

19
20 Planning Director Darling stated that the City had received 8 applications for the 6 open seats for
21 the various Commissions. She explained that the Council would be holding interviews on
22 February 10, 2025 and noted that some of the applicants had specified which Commission they
23 were interesting on, but others were open to serving on either Commission.

24
25 Vice-Chair Huskins stated that before they adjourn, he wanted to express his gratitude to Planning
26 Director Darling and Commissioner Johnson for their service to the City. He stated that he
27 especially wanted to note Planning Director Darling's long-time commitment to the City, her
28 expertise, and her willingness to share that expertise with the Commission. He stated that he felt
29 the Planning Commission had benefitted immensely by Planning Director Darling's work and felt
30 he could speak for the entire Commission that they were all grateful for her.

31
32 There was a round of applause in honor of Planning Director Darling.

33
34 Planning Director Darling stated she also wanted to thank the Planning Commission and
35 explained that it had been a privilege to work for Shorewood and be able to intimately learn about
36 the community.

37
38 Vice-Chair Huskins stated that the Commission also appreciated City Planner Griffiths and noted
39 that they were looking forward to many years of them all working together in the City. He stated
40 that he felt that City Planner Griffiths had already given the Commission guidance which was very
41 helpful. He announced that he was hopeful that both Planning Director Darling and Commissioner
42 Johnson could stick around a bit following the meeting because they had a celebration cake
43 waiting for them.

44
45 Commissioner Johnson commented that she had been so impressed with the amount of
46 knowledge that Planning Director Darling had off the top of her head.

47
48 **7. ADJOURNMENT**

49
50 **Johnson moved, Holker seconded, adjourning the Planning Commission Meeting of**
51 **February 4, 2025, at 8:32 P.M. Motion passed 4/0.**



City Council Meeting Item

Title/Subject: Variance to Redevelop a Non-Conforming Lot
Meeting Date: February 24, 2025
Prepared by: Jake Griffiths, City Planner
Reviewed by: Marc Nevinski, City Administrator
Attachments: Planning Commission Report from February 4, 2025
Resolution

Item 6B

APPLICANT: Edward Zaret
LOCATION: 20175 Manor Road
REVIEW DEADLINE: April 22, 2025

Background

See attached planning memorandum for detailed background on this request. The request is to redevelop a nonconforming lot, not for a variance related to the construction of the new home. At their February 4, 2025 meeting, the Planning Commission unanimously recommended approval of the variance request subject to the conditions in the attached resolution.

Summary of Public Testimony

Notice of the application was sent by postcard to all property owners within 500 feet of the property and by placing a sign in the right-of-way in front of the home. Notice of the public planning commission meeting was also sent by US mail to all property owners within 500 feet of the property at least 10 days prior to the meeting. The applicant was present at the meeting and spoke in favor of the application. No one else proposed to speak on the issue or submitted comments prior to the meeting.

Financial Considerations

The application fees are adequate to cover the cost of processing the request.

Action Requested

Staff and the Planning Commission recommend approval of the requested variance, subject to the conditions in the attached resolution. Motion to adopt the attached resolution approving a variance to allow redevelopment of a nonconforming lot for Edward Zaret for property located at 20175 Manor Road, as recommended by the Planning Commission. Any action on this request would require a majority of the City Council.



City of Shorewood Planning Commission Meeting Item

Item
5A

Title/Subject: Variance to redevelop a nonconforming lot
Meeting Date: February 4, 2025
Prepared by: Marie Darling, Planning Director
Attachments: Location map
 Applicant's narrative and plans

APPLICANT: Edward Zaret
LOCATION: 20175 Manor Road
REVIEW DEADLINE: April 22, 2025
COMPREHENSIVE PLAN: Minimum Density Residential
ZONING: R-1A Single-Family

REQUEST

The applicant requests a variance to redevelop a lot that is nonconforming to lot area as required by the R-1A zoning district. The lot has 25,726 square feet where 40,000 square feet are required. Under the plan, the applicant proposes to remove all the structures on the lot and build a new home with an attached garage. The variance is required only to redevelop the nonconforming lot not for any aspect of the new home construction.



Photo Courtesy Hennepin County

PUBLIC NOTICE

Receipt of application: Notice of the application was sent by postcard to all property owners within 500 feet of the property and by placing a sign in the right-of-way in front of the home.

Public meeting notice: Notice of the public meeting was sent by US mail to all property owners within 500 feet of the property at least 10 days prior to this meeting.

BACKGROUND

Context: The lot was created as a lot in Registered Lane Survey No. 721 which was recorded in in 1957. The existing home was originally constructed in about 1955. The lot is currently legally nonconforming for lot area but is conforming to lot width requirements.

The adjacent properties to the north, south and east are all zoned R-1A and developed with single-family homes, except the southwest property owned by the City of Shorewood for open-space. To the west across Manor Road is the Amesbury PUD and subdivision.

Tree preservation will apply to the construction of the home. Staff included a condition requiring more information on the trees to be removed and a landscaping plan if restitution would be required.

Applicable Code Sections:

Section 1201.02. Subd. 2 c. (3): A lot of record existing upon the effective date of this chapter in a residential district which does not meet the requirements of this chapter as to area or width may be utilized for a single-family detached dwelling purpose, provided that:

- (a) The lot must be in separate ownership and not of continuous frontage with other lots in the same ownership;
- (b) The area and width are within 70% of the requirements of this chapter;
- (c) Setbacks and yard requirements shall be in conformance with this chapter;
- (d) The ratio of the floor area of all structures to lot area shall not exceed 30%.

Because the lot area is less than 70 percent of the requirement of the R-1A zoning district (about 64 percent) a variance is required prior to reconstruction of the house. Seventy percent of the required R-1A lot area is 28,000 square feet.

Impervious Surface Coverage:

	Required	Existing	Proposed
Impervious Surface Coverage	33% (max.)	25.2%	24.9%

Height:

	Max Allowed	Proposed
Height	35 ft.	±18ft. (as shown)

* The home may change prior to requesting a permit but must be consistent with the maximum height and other zoning requirements.

APPLICANT’S PROPOSAL

The applicant proposes to demolish all the existing structures on the lot and construct a new home. The house shown is the pre-construction concept. It conforms to all the required setbacks and maximum impervious surface coverage. Prior to issuance of a permit, the applicant would need to conform to tree preservation requirements. A condition to that effect is included in the conditions.

ANALYSIS

Section 1201.05 subd.3.a. of the zoning regulations sets forth criteria for the consideration of variance requests. These criteria are open to interpretation. Staff reviewed the request according to the criteria as follows:

Intent of comprehensive plan and zoning ordinance: The applicants propose to use the property for residential purposes, which is consistent with the Comprehensive Plan and the intent of the Zoning Ordinance.

Practical difficulties: Practical difficulties include three factors, all three of which must be met.

- a. *Reasonable*: The applicant has shown that they can provide a home on the lot that meets the setbacks and reasonable residential uses on the property. The property is larger than required in all but the R-1A zoning district.
- b. *Unique Situation vs. Self-Created*: The practical difficulty is unique to this property as the lot was created in 1957, prior to modern zoning regulations and they own no adjacent property to combine with this lot to bring the property in conformance. The result is a unique situation rather than being self-created.
- c. *Essential Character*: The privately-owned lots zoned R-1A on the east side of Manor Road in the vicinity of this lot vary from about 21,471 square feet to about 2 acres. Construction of a home on the subject lot is unlikely to impact the essential character of the area.

Economic Considerations: The applicant has not proposed the variance solely based on economic considerations.

Impact on Area/Public Welfare, Other Lands or Improvements: The applicant is not proposing anything that would impair an adequate supply of light and air to an adjacent property or increase the risk of fire. The applicant would be responsible for showing that the development of the property would not increase the rate of stormwater run-off from the additional impervious surface coverage, the same as any other property owner on a conforming lot.

Minimum to Alleviate Practical Difficulty: Staff finds the proposed variance is the minimum request necessary to alleviate the practical difficulty.

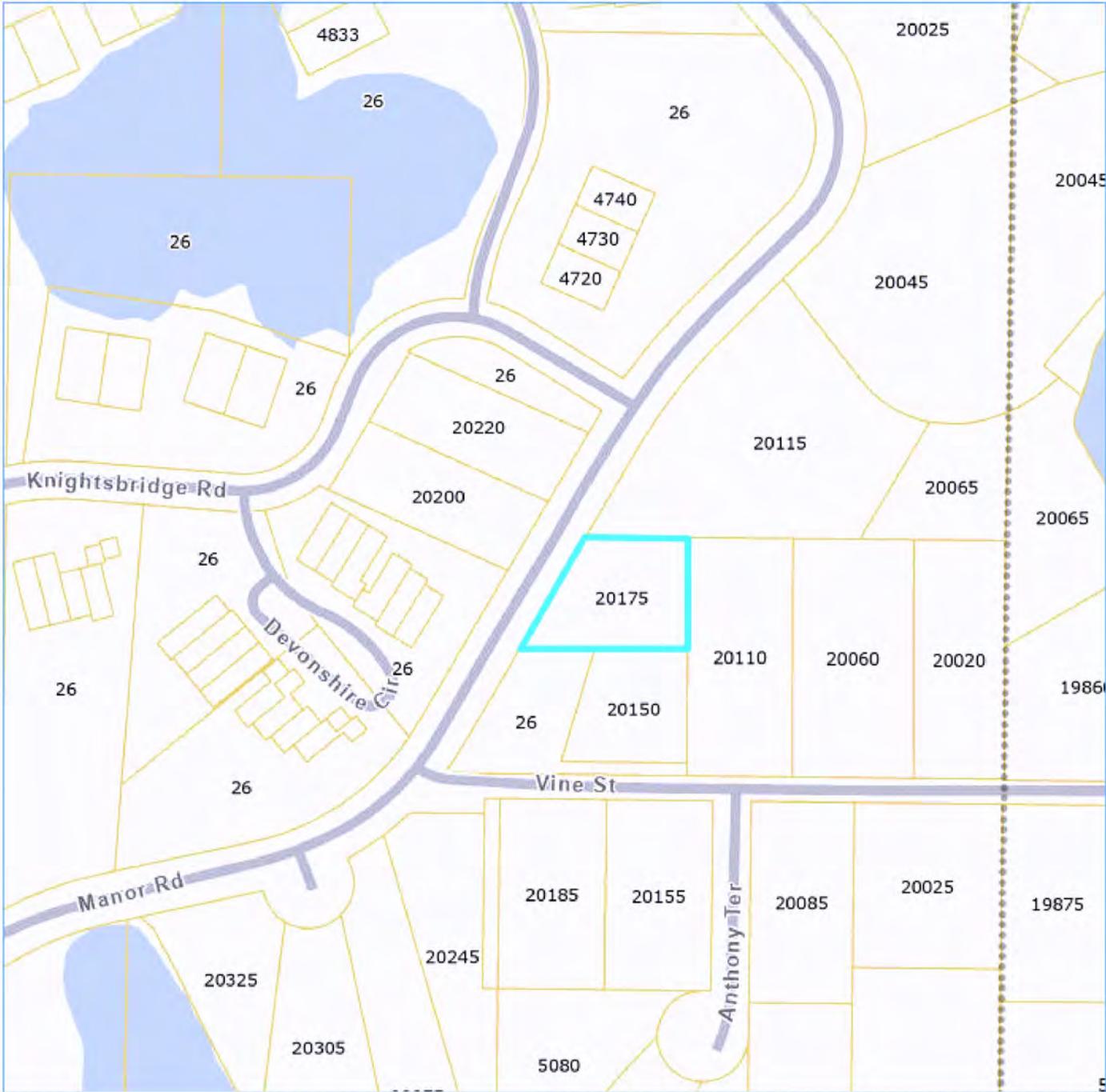
FINDINGS/RECOMMENDATION

Staff recommends approval of the request for a variance subject to the following conditions:

- The applicant must acquire all necessary permits.
- Prior to the issuance of a building permit, the applicant must remove the existing home and all structures.
- Prior to the issuance of a building permit, the applicant must provide a legible survey indicating all the proposed improvements including existing and proposed contours, a tree inventory, preservation plan including information on the significant trees to be removed, and a landscaping plan indicating the number of trees to be replanted.

Staff acknowledges that the variance criteria are open to interpretation. Consequently, the Planning Commission could reasonably find otherwise.

Location Map



Applicable Code Sections:

Section 1201.02. Subd. 2 c. (3): A lot of record existing upon the effective date of this chapter in a residential district which does not meet the requirements of this chapter as to area or width may be utilized for a single-family detached dwelling purpose, provided that:

- (a) The lot must be in separate ownership and not of continuous frontage with other lots in the same ownership;
- (b) The area and width are within 70% of the requirements of this chapter;
- (c) Setbacks and yard requirements shall be in conformance with this chapter;
- (d) The ratio of the floor area of all structures to lot area shall not exceed 30%.

Because the lot area is less than 70 percent of the requirement of the R-1A zoning district (about 64 percent) a variance is required prior to reconstruction of the house. Seventy percent of the required R-1A lot area is 28,000 square feet.

Impervious Surface Coverage:

	Required	Existing	Proposed
Impervious Surface Coverage	33% (max.)	25.2%	24.9%

Height:

	Max Allowed	Proposed
Height	35 ft.	±18ft. (as shown)

* The home may change prior to requesting a permit but must be consistent with the maximum height and other zoning requirements.

APPLICANT’S PROPOSAL

The applicant proposes to demolish all the existing structures on the lot and construct a new home. The house shown is the pre-construction concept. It conforms to all the required setbacks and maximum impervious surface coverage. Prior to issuance of a permit, the applicant would need to conform to tree preservation requirements. A condition to that effect is included in the conditions.

ANALYSIS

Section 1201.05 subd.3.a. of the zoning regulations sets forth criteria for the consideration of variance requests. These criteria are open to interpretation. Staff reviewed the request according to the criteria as follows:

Intent of comprehensive plan and zoning ordinance: The applicants propose to use the property for residential purposes, which is consistent with the Comprehensive Plan and the intent of the Zoning Ordinance.

Practical difficulties: Practical difficulties include three factors, all three of which must be met.

- a. *Reasonable*: The applicant has shown that they can provide a home on the lot that meets the setbacks and reasonable residential uses on the property. The property is larger than required in all but the R-1A zoning district.
- b. *Unique Situation vs. Self-Created*: The practical difficulty is unique to this property as the lot was created in 1957, prior to modern zoning regulations and they own no adjacent property to combine with this lot to bring the property in conformance. The result is a unique situation rather than being self-created.
- c. *Essential Character*: The privately-owned lots zoned R-1A on the east side of Manor Road in the vicinity of this lot vary from about 21,471 square feet to about 2 acres. Construction of a home on the subject lot is unlikely to impact the essential character of the area.

Economic Considerations: The applicant has not proposed the variance solely based on economic considerations.

Impact on Area/Public Welfare, Other Lands or Improvements: The applicant is not proposing anything that would impair an adequate supply of light and air to an adjacent property or increase the risk of fire. The applicant would be responsible for showing that the development of the property would not increase the rate of stormwater run-off from the additional impervious surface coverage, the same as any other property owner on a conforming lot.

Minimum to Alleviate Practical Difficulty: Staff finds the proposed variance is the minimum request necessary to alleviate the practical difficulty.

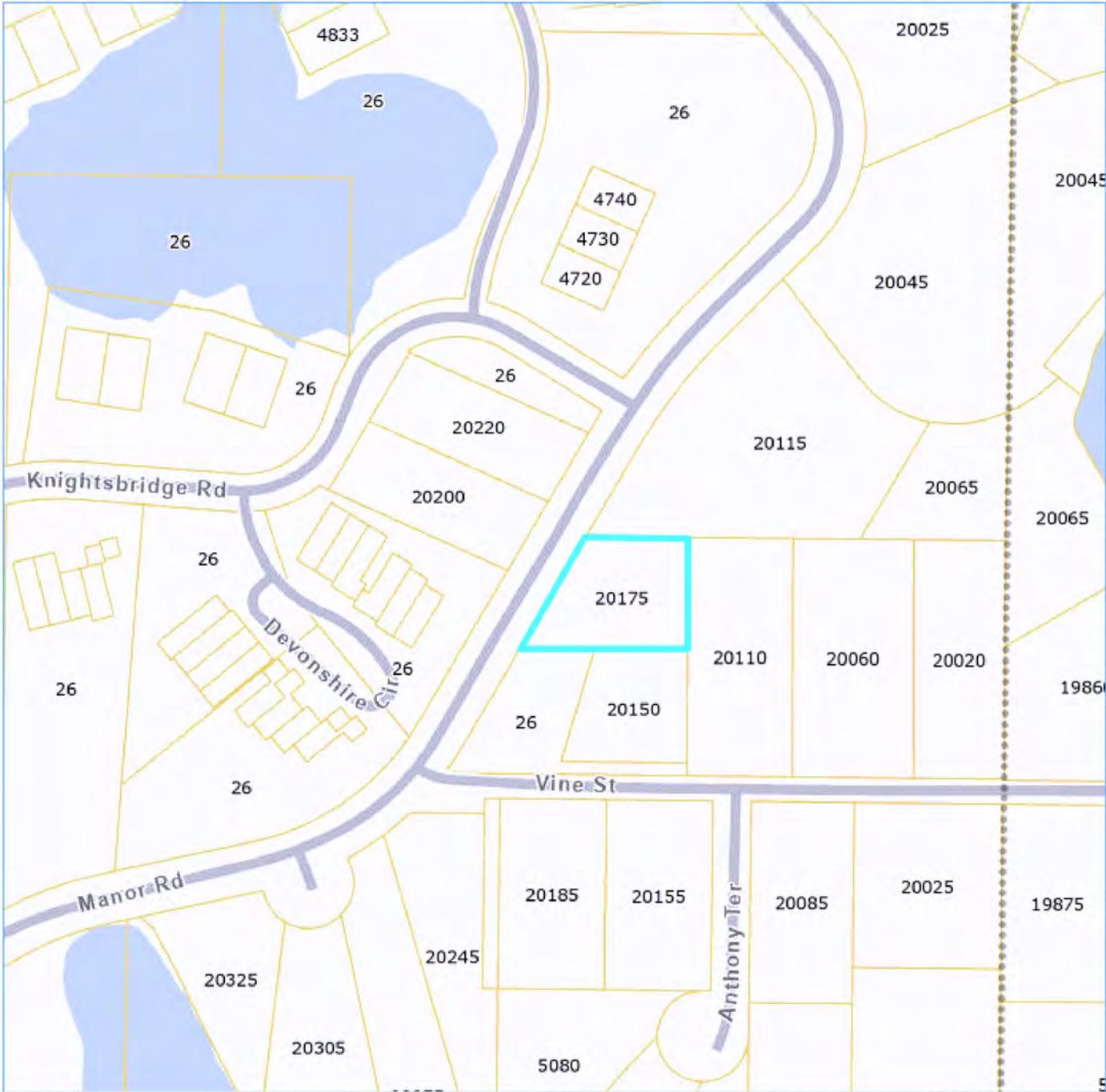
FINDINGS/RECOMMENDATION

Staff recommends approval of the request for a variance subject to the following conditions:

- The applicant must acquire all necessary permits.
- Prior to the issuance of a building permit, the applicant must remove the existing home and all structures.
- Prior to the issuance of a building permit, the applicant must provide a legible survey indicating all the proposed improvements including existing and proposed contours, a tree inventory, preservation plan including information on the significant trees to be removed, and a landscaping plan indicating the number of trees to be replanted.

Staff acknowledges that the variance criteria are open to interpretation. Consequently, the Planning Commission could reasonably find otherwise.

Location Map



DESCRIPTION OF PROPERTY SURVEYED
 Twp. A, REGISTERED LAND SURVEY NO. 721, Hennepin County, Minnesota.

STANDARD NOTES

1) **Site Address:** 20175 Minor Road, Shorewood, MN, 55331

2) **Flood Zone Information:** This property appears to be in Zone X (area determined to be outside of the 0.2% annual chance floodplain) per Flood Insurance Rate Map, Community Panel No. 27083C0316E, effective on 11/4/2016.

3) **Parcel Area Information:** Gross Area: 25,726 s.f. = 0.591 acres
 *We do not affirmatively insure the quantity of acreage set forth in the description.

4) **Benchmark:** Elevations are based on Hennepin County Benchmark 2706_AE which has an elevation of 987.91 feet (NAVD83).

5) **Zoning Information:** The zoning for this subject property is R-1a (Single Family 4,000 s.f.) Residential District per the City of Shorewood's zoning map dated January 2017. The setback, height, and floor area restrictions for said zoning designation are as follows:
 Principal Structure Setbacks -
 Front: 50 feet (Minor Road)
 Side: 10 feet (No less than 50 feet on a side yard abutting a street)
 Rear: 50 feet
 Height: 2-1/2 Stories or 35 feet (whichever is less)
 Hardscape: 33 percent of lot area

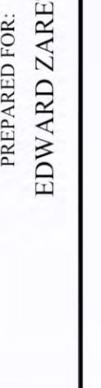
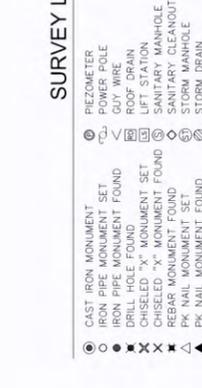
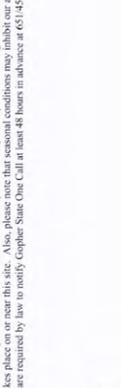
*Please note that the zoning information shown hereon may have been amended through a city process. All setback, information and hardscape data for planning and design must be verified by all parties involved in the design and planning process prior to any planning or construction.

We have not received the current zoning classification and building setback requirements from the insurer.

6) **Utilities:** We have shown the location of utilities on the surveyed property, by observed evidence only. There may be underground utilities encompassing the subject property, the use of which we have not observed. Please note that we have not placed a Gopher State One Call for this survey. There may or may not be underground utilities in the municipal area, therefore extreme caution must be exercised before any excavation takes place on or near this site. Also, please note that seasonal conditions may inhibit our ability to visibly observe all the utilities located on the subject property before digging, you are required by law to notify Gopher State One Call at least 48 hours in advance at 651-454-0002.

Existing Elevations
 Garage Floor Elevation (GFE) = 979.0
 First Floor Elevation (FFE) = 979.4
 Second Floor Elevation (SFE) = 987.7

Existing Impervious Surface
 Lot Area = 25,726 S.F.
 House Area = 895 S.F.
 Garage Area = 426 S.F.
 Gravel Area = 4,286 S.F.
 Compacted Dirt Area = 176 S.F.
 Concrete Area = 506 S.F.
 Deck Area = 130 S.F.
 Disk Area = 6,488 S.F.
 Coverage = 25.2%



R. BOWMAN 2ND ADDITION

MANOR ROAD

BITUMINOUS

LANDSCAPING

EXISTING HOUSE

89°38'21"E 134.32

89°34'08"W 217.19

89°36'07"E 168.14

29°56'07"E 168.14

89°38'21"E 134.32

89°34'08"W 217.19

89°36'07"E 168.14

29°56'07"E 168.14

89°38'21"E 134.32

89°34'08"W 217.19

89°36'07"E 168.14

29°56'07"E 168.14

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89°34'08"W 217.19

89°36'07"E 168.14

29°56'07"E 168.14

89°38'21"E 134.32

89°34'08"W 217.19

89°36'07"E 168.14

29°56'07"E 168.14

29°56'0

Variance Request

Property Address: 20175 Manor Rd. Shorewood, MN 55331

1. My intent of replacing an existing single-family home with another, more aesthetically pleasing and modern one aligns with the community's vision of maintaining residential character while improving property values. Although the lot size is 9% below the minimum, this new construction will enhance the neighborhood's appearance and maintain the residential use, which is in harmony with the zoning's purpose to foster a stable and attractive living environment.
2. The proposal to rebuild a single-family home in place of an existing one is reasonable. The variance is needed due to the lot size being slightly under the minimum requirement, not due to any intention to change the use or density of the property. The lot's non-conformance with current minimum size requirements likely predates the current zoning regulations, thus representing a unique circumstance the landowner did not create. Replacing an older home with a new one, although on a slightly smaller lot than allowed, will not change the residential nature of the area but will instead enhance it by introducing a modern home.
3. While the new home might have economic benefits, the primary motivation is to improve the property and neighborhood aesthetics, not solely financial gain. I intend to live in this home.
4. The new construction will be designed to respect existing setbacks and building codes concerning light, air, and safety. The lot size variance does not impact street congestion or public safety as it involves a single-family home replacing another.
5. The project will potentially raise property values in the neighborhood by setting an example of quality residential construction. It will not be detrimental as it maintains the residential use and improves the visual appeal.
6. This variance is the least possible deviation from the zoning code to permit the construction of a new home on a lot that is only 9% smaller than required, thus addressing the practical difficulty without setting a precedent for larger deviations from zoning standards.

Sincerely,



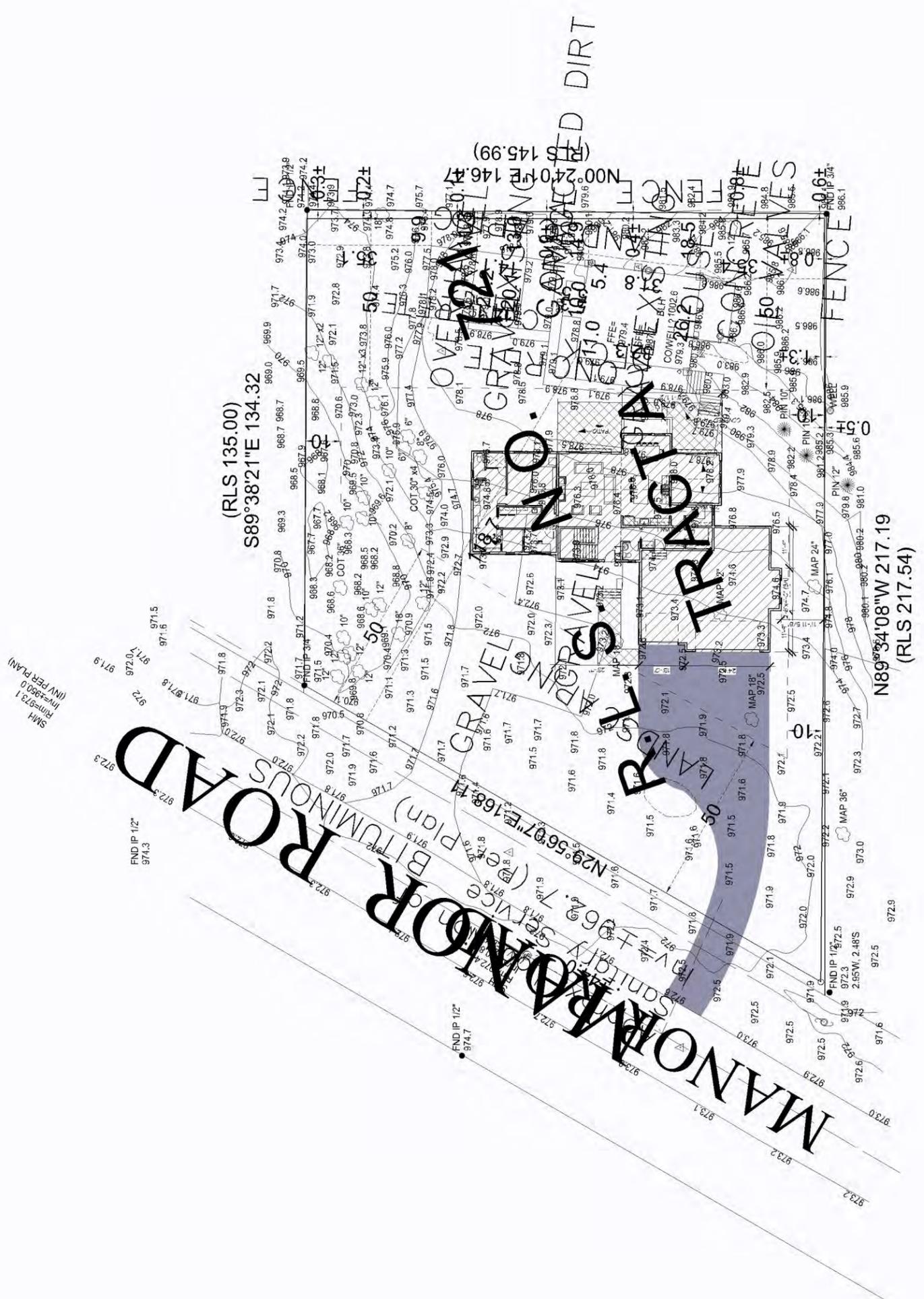
Ed Zaret

12-23-24

RECEIVED
DEC 23 2024
CITY OF SHOREWOOD





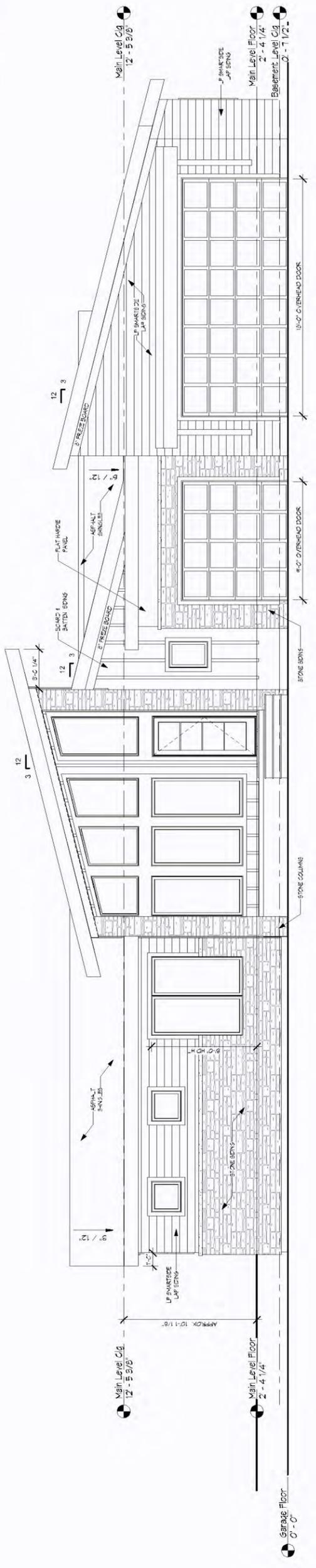


LOT AREA = 25,704 SF
 PROPOSED HOUSE AND GARAGE AREA = 2,242 SF
 NEW FRONT COVERED STOP = 144 SF
 NEW FRONT PORCH = 26 SF
 NEW REAR PORCH = 14 SF
 NEW REAR CONCRETE PATIO = 502 SF
 TOTAL AREA = 28,632 SF
 COVERAGE = 11.1%

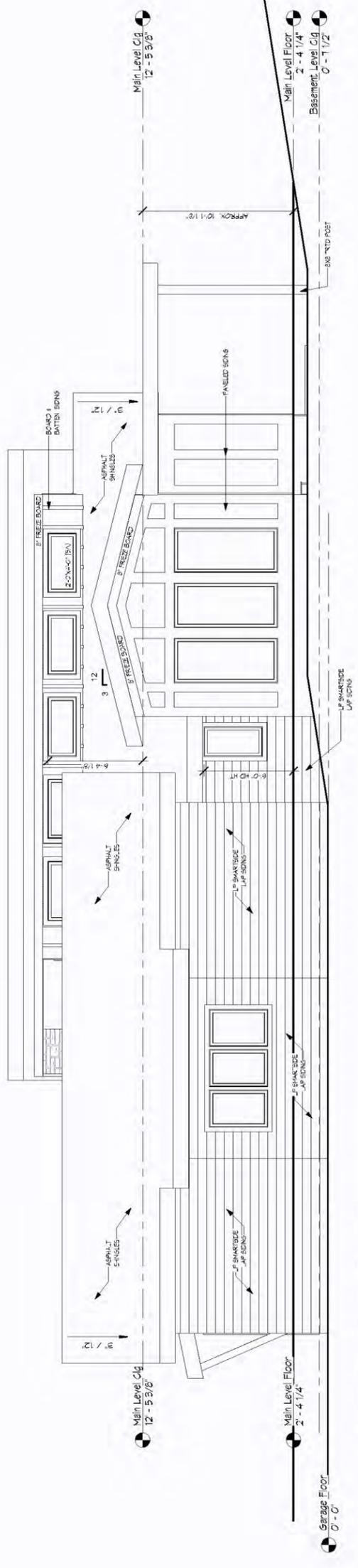
1 MAIN FLOOR PLAN
 1/16" = 1'-0"

BEHR DESIGN INC. SHALL BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED IN THIS PLAN. THE CLIENT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. BEHR DESIGN INC. SHALL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THIS PLAN. THE CLIENT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. BEHR DESIGN INC. SHALL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THIS PLAN.

NOT FOR CONSTRUCTION
 (FOR BIDDING PURPOSES ONLY)

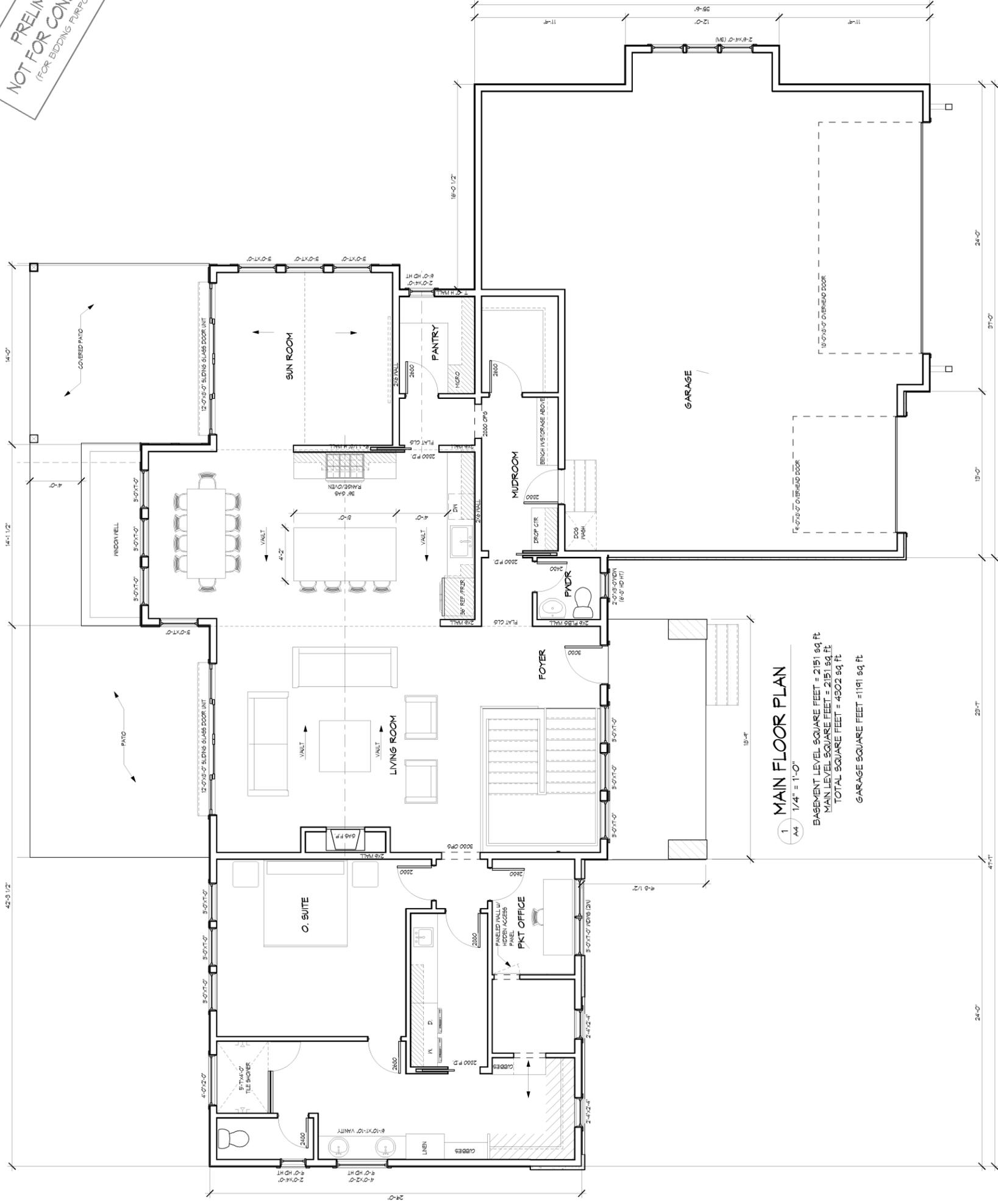


FRONT ELEVATION
 1/4" = 1'-0"



RIGHT SIDE ELEVATION
 1/4" = 1'-0"

PRELIMINARY
NOT FOR CONSTRUCTION
(FOR BIDDING PURPOSES ONLY)



- NOTES:
- 1) ALL BRG. HEADERS ARE TO BE (2) 2X10 UNLESS NOTED OTHERWISE (N.O.).
 - 2) ALL WINDOW SIZES ARE TO BE (2) 2X4 UNLESS NOTED OTHERWISE (N.O.).
 - 3) OWNER CONTRACTOR TO VERIFY ALL WINDOW DOOR SIZES.
 - 4) OWNER CONTRACTOR TO VERIFY ALL DIMENSIONS.
 - 5) ALL BRG. WALL WINDOW DOOR OPENINGS WIDER THAN 60" REQUIRE (2) TRIMMERS MIN. UNDER EA. SIDE OF HEADER.
 - 6) (FL) - FLUSH BEAM, (DR) DROPPED BEAM.
 - 7) ALL HEADERS ARE DROPPED UNLESS NOTED (FL).
 - 8) USE ENERGY CODE HEIGHT ON ROOF TRUSSES.

**CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

RESOLUTION 25-023

**A RESOLUTION APPROVING VARIANCE TO REDEVELOP A NONCONFORMING
LOT ON PROPERTY LOCATED AT 20175 MANOR ROAD**

WHEREAS, Edward Zaret, (the “Applicant”) proposed to remove the existing home and buildings on the lot and build a new home on a lot that contains 25,726 square feet wide where 40,000 square feet is required; and,

WHEREAS, the property is legally described as:

Tract A, Registered land survey No. 721, Hennepin County, Minnesota

WHEREAS, the Applicant’s request was reviewed by the planning staff, whose recommendation is included in a memorandum for the February 4, 2025 Planning Commission meeting, a copy of which is on file at City Hall; and,

WHEREAS, the Planning Commission held a public meeting on February 4, 2025 to review the application, the minutes of the meetings are on file at City Hall; and,

WHEREAS, the City Council considered the application at its regular meeting on February 24, 2025, at which time the planning staff memorandum and the Planning Commission’s recommendations were reviewed and comments were heard by the City Council from the Applicant and staff.

NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF SHOREWOOD, MINNESOTA FINDS AS FOLLOWS:

FINDINGS OF FACT

1. The subject property is located in the R-1A zoning district, which requires all lots to be a minimum of 25,726 square feet in area.
2. The existing lot was created prior to the application of the R-1A lot width.
3. The lot is currently about 168 feet wide.
4. Section 1201.05 of the zoning regulations provides that the purpose of a variance is to allow a process to deviate from the strict provision of the zoning regulations when there are practical difficulties, and the action is the minimum to alleviate the practical difficulties.
5. Section 1201.05 of the zoning regulations includes criteria for making the above determination.
6. The Applicant’s proposal is identified on the application materials and plans submitted on December 23, 2024 (the “Plans”).

CONCLUSIONS

- A. Based upon the foregoing, and the records referenced herein, the City Council hereby approves the Applicant's request to redevelop the nonconforming lot with a new single-family home that would meet the required setbacks and other dimensional requirements of the zoning regulations, as shown on the Plans.
- B. The City Council finds the variance request for the redevelopment of the lot and its resulting construction and use, is consistent with the intent of the comprehensive plan and in harmony with the general purposes and intent of the zoning regulations.
- C. The City Council finds that the request specifically demonstrates practical difficulties based on the existing lot being created prior to the application of the R-1A lot width. The addition is a reasonable residential use, the difficulties were not created by the applicant, and that the addition would not alter the essential character of the neighborhood.
- D. The City Council finds that the request is not solely based on economic considerations.
- E. The City Council finds that the narrower lot width would not impair an adequate supply of light and air to an adjacent property, increase the risk of fire or increase the impact on adjacent streets as the home would meet the district's required setbacks.
- F. The City Council finds that the deck would not be detrimental to the public welfare nor would it be injurious to other lands or improvements in the neighborhood subject to the conditions listed below.
- G. The variance is the minimum variance necessary to address or alleviate the practical difficulties caused by the original construction.
- H. Prior to beginning any construction on the Property, the applicant shall acquire all necessary permits and submit a construction management plan including storage of construction materials, parking of contractors and subcontractors, trash management, erosion control, etc.
- I. Prior to issuance of a permit, the applicant shall remove all the existing structures, revise their plans in conformance with the zoning regulations, city code and as follows:
- a. The applicant shall acquire all permits required to construction the home from the city and the Minnehaha Creek Watershed District.
 - b. Provide a legible survey indicating all the proposed improvements including existing and proposed contours, a tree inventory, preservation plan and landscaping plan indicating the number of trees to be planted.
- J. The variance shall expire one year after approval unless the applicant has completed the project, or an extension has been requested in accordance with Section 1201.05 Subd. 3 of City Code.

K. The City Clerk is hereby authorized and directed to provide a certified copy of this resolution for filing with the Hennepin County Recorder or Registrar of Titles.

ADOPTED BY THE CITY COUNCIL OF SHOREWOOD, MINNESOTA this 24th day of February, 2025.

Jennifer Labadie, Mayor

Attest:

Sandie Thone, City Clerk



City Council Meeting Item

Title/Subject: Preliminary & Final Plat for Shorewood Meadow
Meeting Date: February 24, 2025
Prepared by: Jake Griffiths, City Planner
Reviewed by: Marc Nevinski, City Administrator
Attachments: Planning Commission Report from February 4, 2025
Resolution

Item 6C

APPLICANT: McDonald Construction Partners
LOCATION: 24580 & 25560 Smithtown Rd
REVIEW DEADLINE: May 2, 2025

Background

See attached planning memorandum for detailed background on this request. At their February 4, 2025 meeting, the Planning Commission unanimously recommended approval of the preliminary plat subject to the conditions in the attached resolution. The Planning Commission does not review requests for final plats. The request would result in the creation of three lots on the subject properties.

Notice of the application was sent by postcard to all property owners within 750 feet of the property and by placing a sign in the right-of-way in front of the home. Notice of the public hearing at the Planning Commission meeting was published in the official newspaper and sent by US mail to all property owners within 750 feet of the property at least 10 days prior to the hearing. The applicant was present at the meeting and spoke in favor of the application. No one else spoke during the public hearing and no public comments were received prior to the meeting.

Financial or Budget Considerations

The application fees are adequate to cover the cost of processing the request. The applicant would be required to pay utility connection fees and park dedication fees for all three lots.

Action Requested

Staff and the Planning Commission recommend approval of the preliminary plat, and staff recommend approval of the final plat, subject to the conditions in the attached resolution.

Move to adopt the attached resolution approving a preliminary and final plat for Shorewood Meadow for property located at 24580 & 25560 Smithtown Rd, as recommended by the Planning Commission and staff, subject to the conditions in the attached resolution. Any action on this request would require a majority vote of the City Council.



Title/Subject: Preliminary Plat for Shorewood Meadow
Meeting Date: February 4, 2025
Prepared by: Jake Griffiths, City Planner
Reviewed by: Marie Darling, Planning Director
Attachments: Location Map
 Applicant’s Narrative & Plans
 Engineer’s Memo

APPLICANT: McDonald Construction Partners
LOCATION: 25480 & 25560 Smithtown Rd
REVIEW DEADLINE: May 2, 2025
COMPREHENSIVE PLAN: Low Density Residential
ZONING: R-1C Single Family

REQUEST

The applicant is requesting a preliminary plat known as Shorewood Meadow to subdivide their 2.33-acre properties into 3 lots. The applicant has also requested a final plat which will be concurrently reviewed by the City Council at an upcoming meeting.

Notice of the application was sent by postcard to all property owners within 750 feet of the properties and a sign was also placed in front of the properties. Notice of the public meeting was sent by US mail to all property owners within 750 feet of the properties at least 10 days prior to the meeting and published in the City’s official newspaper. As of the publication of this report, no correspondence has been received from the public regarding this application.



Photo Courtesy Hennepin County

BACKGROUND

The existing properties were created by Auditor’s Subdivision No. 133 in the early 1900s, with the dwelling at 25560 Smithtown Rd being originally constructed in 1910 and the dwelling at 25480 Smithtown Rd being constructed in 1920. No portion of the property is within the floodplain or shoreland zoning district nor does the national wetland inventory indicate a wetland. However, a small wetland (approximately 0.05 acres in size) was identified as part of the applicant’s wetland delineation.

The adjacent properties to the north, east and west are all zoned R-1C and the properties to the south across Smithtown Rd are zoned R-1A. The majority of the properties in the vicinity are developed with single-family homes, with the exception of one legally nonconforming commercial property to the south of the site. The Lake Minnetonka LRT Regional Trail also borders the northwest side of the site.

ANALYSIS

Comprehensive Plan: The Comprehensive Plan guides the site as Low Density Residential, with a net density range of 1 to 2 units per acre. The proposed subdivision has a net density of 1.26 units per acre which is consistent with the intent of the Comprehensive Plan.

Lot Width/Area: Section 1202.05 Subd. 2. c. of the subdivision regulations requires that all lots have adequate frontage on a city-approved street. Additionally, section 1201.12 of the zoning regulations has specific area and width requirements for newly created lots. The current and proposed lot areas and widths are shown below. All 3 lots conform to the ordinance requirements.

	Lot Area	Lot Width*
Required by R-1C	20,000 sf	100 ft.
Lot 1	35,639 sf	206 ft.
Lot 2	31,323 sf	100 ft.
Lot 3	36,935 sf	106 ft.

*As measured at the front setback

Setbacks: The lots are adequately sized to accommodate a house that would meet the R-1C setbacks.

Impervious Surface Coverage/Stormwater run-off: The applicant would provide the required storm water rate control by providing infiltration basins on each lot. The applicant indicates the subdivision would create about 24,732 square feet of impervious surface coverage and the infiltration basins are adequately sized to provide rate control for that amount of impervious surface coverage. The applicant will also be required to obtain a permit from the Minnehaha Creek Watershed District and address all comments from the City Engineer.

Easements: Section 1202.05 Subd. 6. requires 10-foot drainage and utility easements around the periphery of each lot and the applicant has shown conforming easements on their plans.

Utilities: All 3 lots have access to both municipal sewer and water. Subdivisions of four lots or greater are required to connect to city water. The applicant has to date indicated they are willing to connect to city water.

Tree Preservation: The applicant has submitted a tree inventory, and the plans show 10 mature trees would be removed as part of the subdivision. Based on the size of the property and the size of the trees removed, the applicant is required to plant 20 new trees. The applicant has provided a landscaping plan which meets this requirement.

FINDINGS/RECOMMENDATION

Staff recommends approval of the preliminary plat on the finding that the subdivided lots would be consistent with the intent of the subdivision and zoning requirements, subject to the following conditions:

- Prior to recording the plat, the applicant shall complete the following:
 - Acquire all permits from other applicable jurisdictions having an interest in the site.

- Revise the plans to conform with City Code and the engineer's memo.
- Pay required utility connection fees and park dedication for all 3 lots.
- Submit an executed stormwater maintenance agreements for the lots.
- Prior to construction of a home on the new lot, provide the following:
 - Proof of recording for the plat, resolution, easements, and other recorded documents.
 - Proof that all existing structures have been removed in accordance with the demolition plan.
 - Proof that all existing wells have been sealed in accordance with Minnesota Department of Health requirements.

The Planning Commission is requested to hold a public hearing on the proposed preliminary plat, take any testimony provided, and make a recommendation to City Council.

25480 Smithtown Road Location Map





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CONSTRUCTION PARTNERS



Love Being Home.





Shorewood Meadow Community Narrative

Presented by: McDonald Construction Partners, LLC

About McDonald Construction Partners

Our Homes

- 2025 Parade Models
- Past Models
- Custom Plans
- Signature Homes

Our Communities

- Johnson Ridge, Eden Prairie
- Enscenced Woods, Chaska
- Twin Pine Fields, Afton
- Hampton Hills, Plymouth

Shorewood Meadow Proposed Plan

- Project Location
- Intersection of Eureka Road and Smithtown Road
- 3-Lot Subdivision with No Variance Request



McDonald
CONSTRUCTION PARTNERS

About Us



Locally owned since 1978,

- McDonald has been one of Minnesota's most respected and trusted names in the home building industry.
- Our staff and building partners are an experienced home-town team dedicated to providing the latest in innovative design and construction measures that exceed industry standards.

Difference in the details

- We believe details are what distinguish a custom home. Our in-house design team and home consultants combine their experience and creativity with the goals you have for your home.
- Unique architectural designs
- Every McDonald home is MN Green Path tested
- When site conditions allow, we build all homes to be solar ready



McDonald
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2025 Parade of Homes Spring Preview Models



BIRCH MODEL
11136 Johnson Ridge
Eden Prairie, MN



WILLOW MODEL
737 Ensconced Way
Chaska, MN



CUSTOM MODEL
5226 Osgood Ave S
Afton, MN



Our Communities



LOTS AVAILABLE: Lot 1 and Lot 2

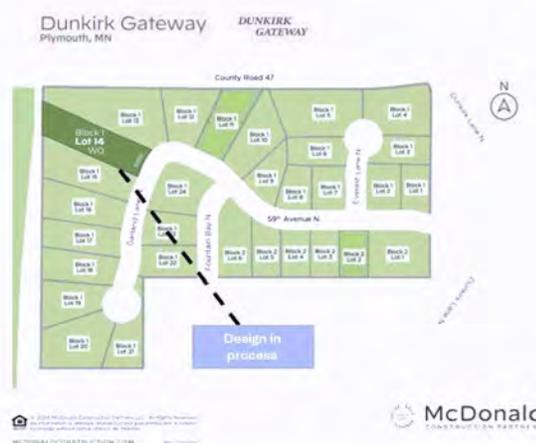
LOTS AVAILABLE: Block 1: Lot 1, Lot 2
Block 2: Lot 4 and 5 Block 4: Lot 6, Lot 7

LOTS AVAILABLE: Lot 1, Lot 2, Lot 4, Lot 5, Lot 6

The Hills at Johnson Ridge is located in the award-winning Eden Prairie school district, this community offer privacy and wooded views. While you will feel like you are in your own private retreat, it's just minutes from all of Eden Prairie's vast amenities, including the Eden Prairie Shopping Center, Hyland Hills Ski Area, and Anderson Lakes' and Hyland Park Reserves – all while being just 25 minutes from Downtown Minneapolis and the Minneapolis-St. Paul Airport.

Ensconced Woods is a new community designed to connect its residents with nature and one another. Nestled among mature trees on the southwest edge of the Twin Cities metro area. The community was designed to preserve as many trees as possible and minimize disruption to the hydrology and local wildlife, yet still offer flexible options for basements and beautiful backyard views. Located in East Carver School District #112.

Twin Pine Fields, an exquisite new neighborhood where spaciousness and natural beauty meet to create an idyllic living experience. Nestled among rolling hills and scenic landscapes, Twin Pine Fields offers generous 2.5 acre lots that provide ample space for your dream home and outdoor aspirations. Here, you'll find tranquility and room to breathe, while still being close to many amenities, including Lake Elmo Park Preserve and downtown Stillwater.



LOTS AVAILABLE: Block 1: Lot 1, Lot 2, Lot 3 Block 2: Lot 1 Design in Process

LOTS AVAILABLE: Lot 14: Design in Process



Past Model Homes

PAST MODEL HOMES



SERENITY MODEL



BALSAM MODEL



DREAM HOME MODEL



MAGNOLIA SPORT MODEL



McDonald Signature Plan

The Spruce

SPRUCE



McDonald Signature Plan

The Spruce

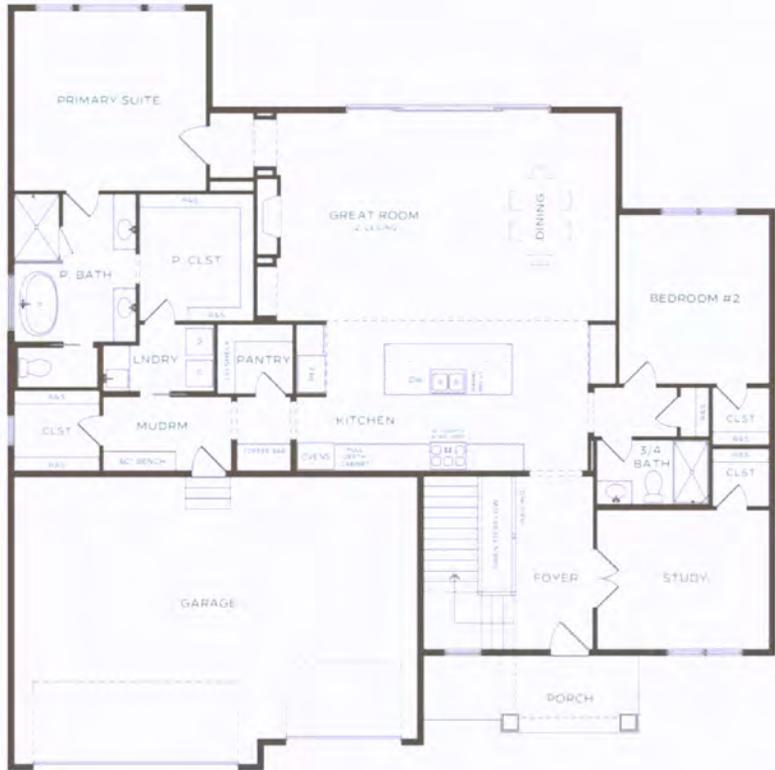


McDonald Signature Plan

The Birch



BIRCH

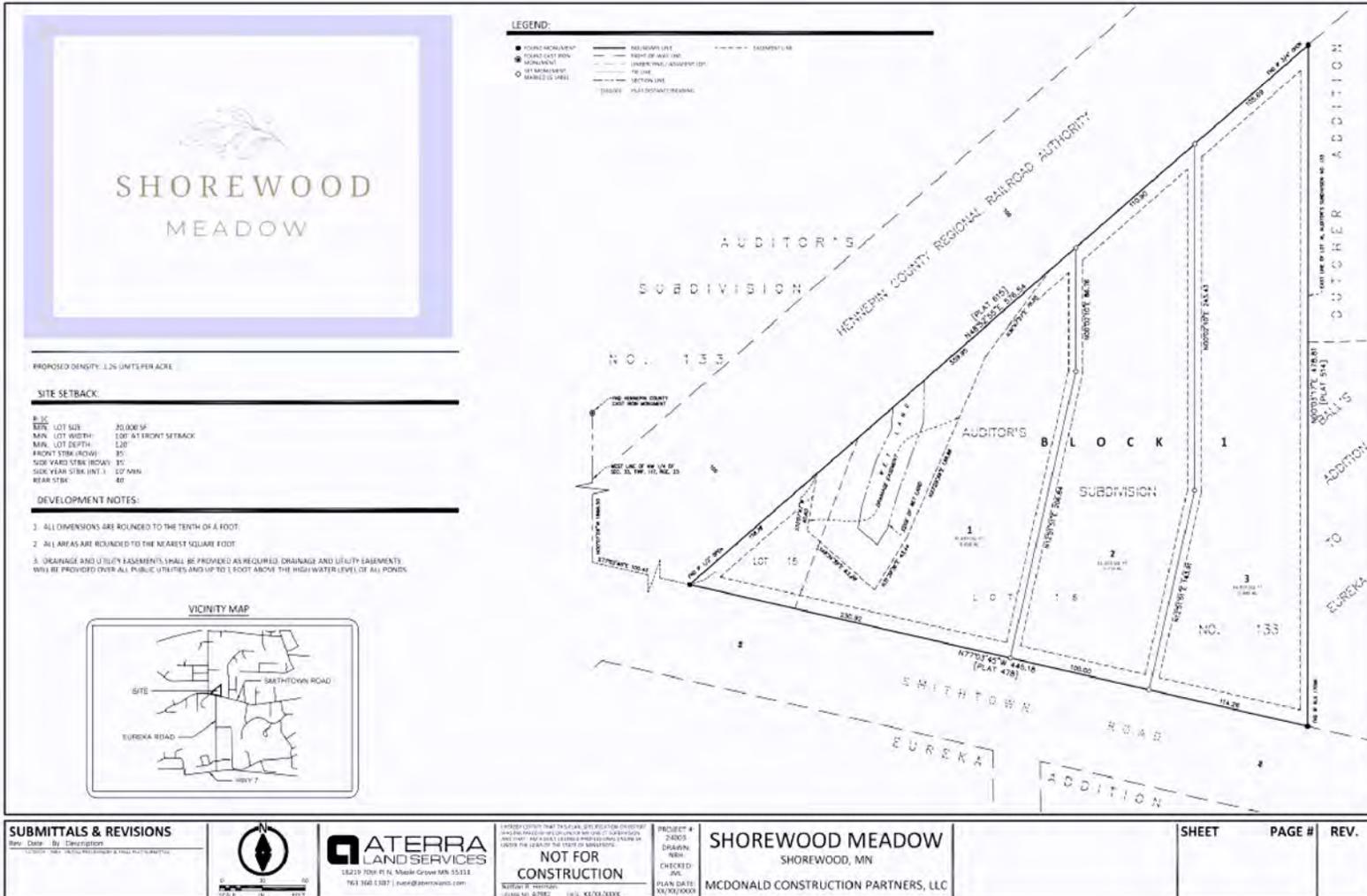


McDonald Signature Plan

The Birch



Proposed Development Plan



SUBMITTALS & REVISIONS

REV.	DATE	BY	DESCRIPTION



ATERRA LAND SERVICES
 13422 70th St N, Maple Grove MN 55121
 763.460.1197 | aterra@aterraland.com

NOT FOR CONSTRUCTION

PROJECT # 24003
 DRAWN: [blank]
 CHECKED: [blank]
 PLAN DATE: 03/02/2024

SHOREWOOD MEADOW
 SHOREWOOD, MN
 MCDONALD CONSTRUCTION PARTNERS, LLC

SHEET	PAGE #	REV.

Love being home.

“Love being home” isn’t just a phrase, it’s a feeling. We craft homes that are architects of experiences, fostering connection, sanctuary, and the perfect melody of life’s moments.



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 CONSTRUCTION PARTNERS

Proposed Development Plan

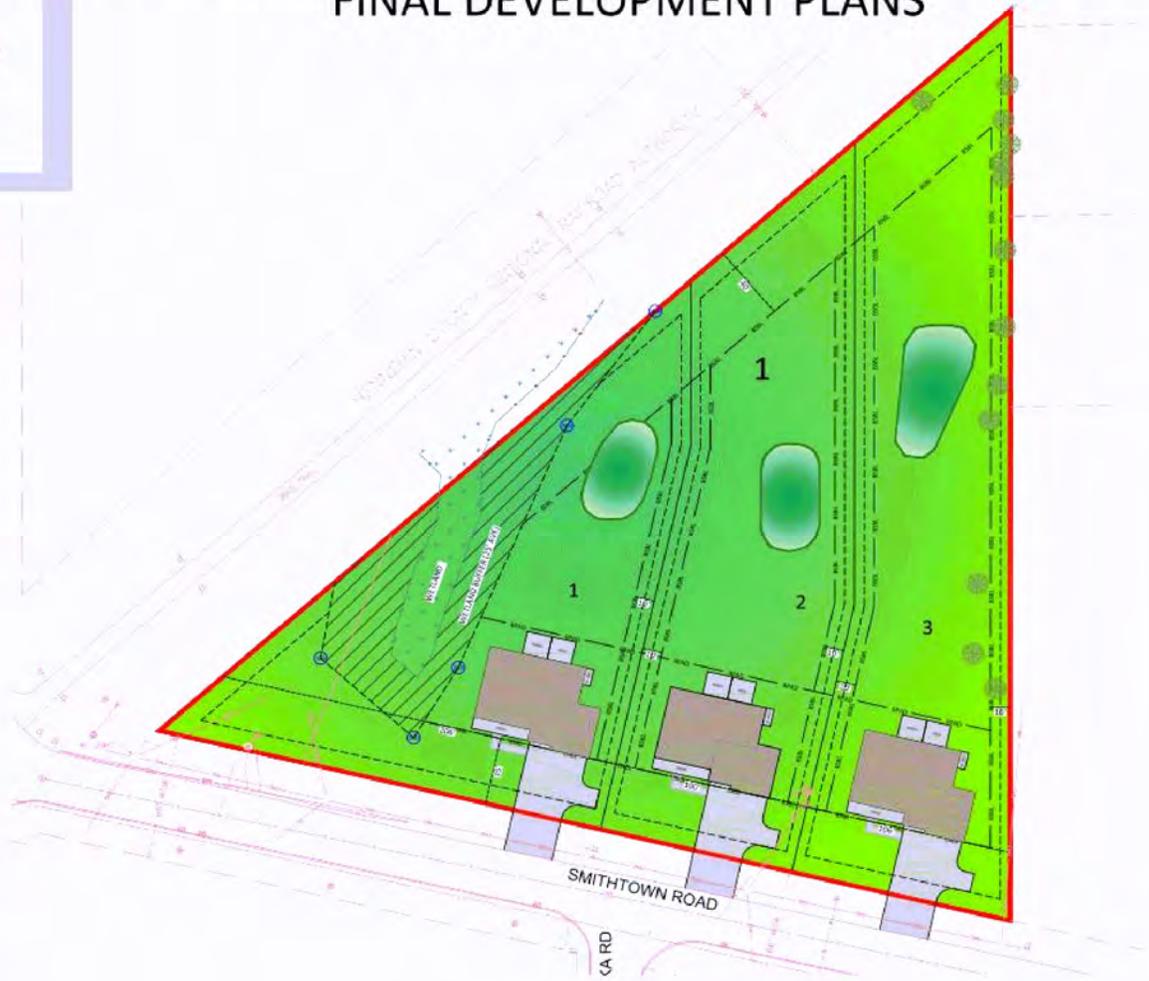


SHOREWOOD MEADOW FINAL DEVELOPMENT PLANS

MAPLE GROVE, MN 55311
TEL: 763-260-1307
ENGINEER: NATE HERMAN, PE
EMAIL: NATE@ATERRIALAND.COM
SURVEYING: JASON LEMBOLA
EMAIL: JASON@ATERRIALAND.COM

LANDSCAPE ARCHITECT
MEASURE GROUP
PO BOX 20
WAKZATA, MN 55393
TEL: 612-840-0904
CONTACT: JOSH MCKINNEY, LSA
EMAIL: JMCINNEY@MEASUREGRP.COM

WATERWATER DESIGN
ONE WESTRIDGE SQ
PO BOX 21618
ST. PAUL, MN 55128
TEL: 763-210-5713
CONTACT: DAVE POGGI, PE
EMAIL: DAVE.POGGI@CWELMETHODS.COM



Love being home.

“Love being home” isn’t just a phrase, it’s a feeling. We craft homes that are architects of experiences, fostering connection, sanctuary, and the perfect melody of life’s moments.



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Aerial View





Thank You!



McDonald
CONSTRUCTION PARTNERS

DESCRIPTION:

PARCEL 1:
 Lot 15, Auditor's Subdivision No. 133, Hennepin County, Minnesota
 Abstract Property
 Property Address: 25560 Smithtown Road, Shorewood, MN 55331

PARCEL 2:
 Lot 16, Auditor's Subdivision No. 133, Hennepin County, Minnesota
 Torrens Property
 Property Address: 25480 Smithtown Road, Shorewood, MN 55331

PROPERTY SUMMARY:

LOT 1: 35,639 SQ. FT. - 0.818 AC
 LOT 2: 31,325 SQ. FT. - 0.719 AC
 TOTAL SITE AREA: 103,897 SQ. FT. - 2.385 AC

LOT SUMMARY:

NUMBER OF LOTS: 3
 AVERAGE LOT SIZE: 34,632 SQ. FT. - 0.795 AC
 MIN. LOT AREA: 31,325 SQ. FT. - 0.719 AC
 MAXIMUM LOT SIZE: 36,935 SQ. FT. - 0.848 AC

SITE DENSITY:

PROPOSED DENSITY: 1.26 UNITS PER ACRE

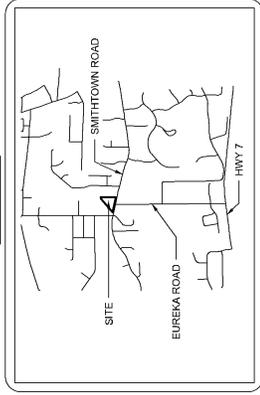
SITE SETBACK:

R-1C
 MIN. LOT SIZE: 20,000 SF
 MIN. LOT WIDTH: 100' AT FRONT SETBACK
 MIN. LOT DEPTH: 120'
 MIN. FRONT YARD: 10'
 SIDE YARD STBK (ROW): 35'
 SIDE YARD STBK (INT.): 10' MIN.
 REAR STBK: 40'

DEVELOPMENT NOTES:

1. ALL DIMENSIONS ARE ROUNDED TO THE TENTH OF A FOOT.
2. ALL AREAS ARE ROUNDED TO THE NEAREST SQUARE FOOT.
3. DRAINAGE AND UTILITY EASEMENTS SHALL BE PROVIDED AS REQUIRED. DRAINAGE AND UTILITY EASEMENTS WILL BE PROVIDED OVER ALL PUBLIC UTILITIES AND UP TO 1 FOOT ABOVE THE HIGH WATER LEVEL OF ALL PONDS.

VICINITY MAP



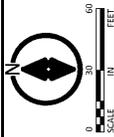
SUBMITTALS & REVISIONS

Rev. Date By Description

1/23/2024 - NHF - INITIAL PRELIMINARY E-PAUL TOOL SUBMITTAL



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NO.	DATE	BY	DESCRIPTION

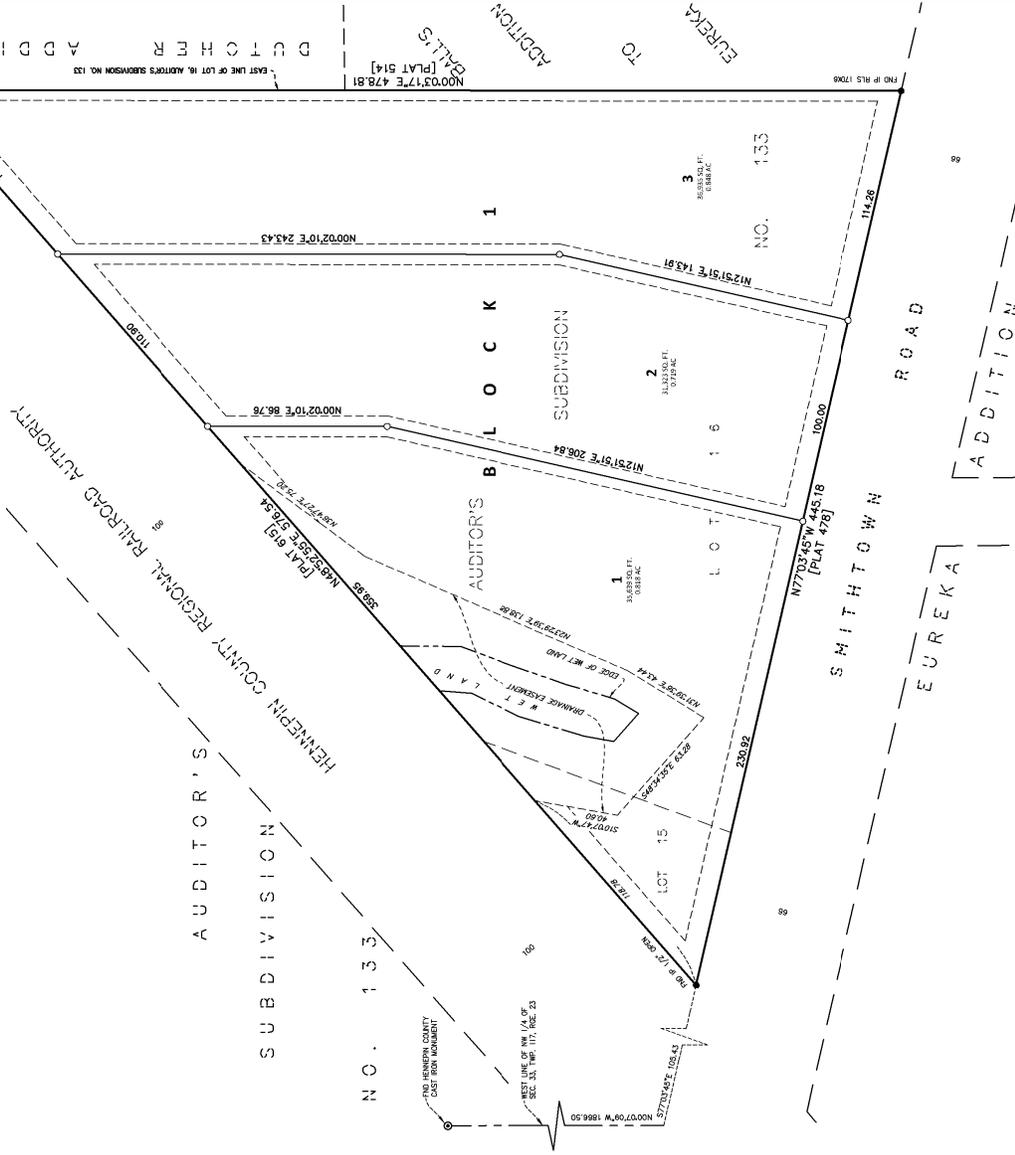
NOT FOR CONSTRUCTION
 Nathan R. Herman
 LICENSE NO. 07592 DATE: 03/26/2008

SHOREWOOD MEADOW
 SHOREWOOD, MN
 MCDONALD CONSTRUCTION PARTNERS, LLC

SHEET	PAGE #	REV.

LEGEND:

- BOUNDARY LINE
- RIGHT-OF-WAY LINE
- UNDERLYING / ADJACENT LOT
- TELEPHONE LINE
- UTILITY LINE
- FLAT DISTANCE BEARINGS
- 1:100,000
- FOUND MONUMENT
- FOUND CAST IRON
- MONUMENT
- ADJACENT MONUMENT
- MARKED (L.S. 3483)
- FLAT DISTANCE BEARINGS
- 1:100,000





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MEMORANDUM

Date: January 13, 2025
To: Marie Darling, Planning Director
From: Andrew Budde, PE
Subject: 5755 Country Club Road
City of Shorewood
Project No.: C16.120219

The following documents were submitted for review of compliance with the City of Shorewood's City Code, Local Surface Water Management Plan, and Engineering Standards:

- Final Civil Plans & SWPPP dated 12/20/24 prepared by Aterra Land Services
- Stormwater Management Plan dated 12/20/2024 prepared by Civil Methods, Inc
- Preliminary and Final Plat prepared by Aterra Land Services

This review only included the documents listed above, primarily dealing with city infrastructure, grading, modelling, and stormwater management.

General Site:

1. The final plat should include 10-foot-wide drainage & utility easements around the perimeter of all lots.
2. The driveway of Lot 1 should not extend into the side drainage & utility easements.
3. Construct B618 concrete curb & gutter along the properties length on Smithtown Road and ensure Smithtown Road is 26 feet wide face to face. Provide a curb cut at the location where erosion control blanket is shown in the plan so that the water can drain through the onsite wetland prior to draining to the HCRRRA ditch.
4. Proposed retaining walls are shown as 7 feet in height. All walls 4 feet or taller will need to be designed by a licensed engineer, protected from falls with fencing, and require a separate building permit.
5. Provide final construction plan sheets signed by engineer licensed in MN.

Drainage:

6. Consideration should be given to the staging of the overall site. It is anticipated that the developer will be required to construct any improvements that impact the street (ie: curb, utilities services, etc.) so that they can be coordinated and minimize impacts to the traveling public. However, the swales between the lots may be challenging to construct during individual home construction if not closely coordinated and staked.
7. The soil borings provided for the development only encountered water at a depth of 10 feet. However, the borings were not left open for an adequate amount of time to be able to capture a more consistent ground water depth. The USDA Soil Survey identifies L25A and L36A, both of which identify ground water to be within 12 inches to 24 inches of the surface. Since all lot are

proposed to be WO, it shall be required to provide footing drains that daylight to the existing grade. The external footing drains should be routed independently of the surface water drains so that they don't unintendedly saturate the footings.

8. Provide a calculation of existing vs proposed flows entering the onsite wetland for the 2, 10, 100 years storm event.
9. The storm water calculations included in the submittal appear to meet all of the development requirements. It is anticipated that these will be reviewed on an individual Building Permit basis as the lots will likely include additional impervious surface for back yard patios or other impervious surfaces.
10. At time of Building Permit a Storm Water Maintenance Agreement will need to be completed and recorded against the property.
11. A permit will be required with Minnehaha Creek Watershed District for Erosion and Sediment Control.

Utilities:

12. Sanitary sewer cleanouts cannot be in city right of way. They should be placed at the right of way line or on private property and try to avoid 90 degree corners.
13. The sewer service for Lot 3 is preferred to be extended to the right of way on its existing alignment and then take a more direct route to the home. It would then extend through the proposed drainage & utility easements of Lot 2 to provide for a straighter alignment.
14. The sewer services for Lot 1 appears to be approximately 162 feet upstream from the manhole at the intersection of Smithtown Road and the Lake Minnetonka Regional Trail. In the submitted plans it is shown at approximately 90 feet. City staff will look to confirm its existing location.

SHOREWOOD MEADOW

FINAL DEVELOPMENT PLANS

DEVELOPMENT TEAM:

DEVELOPER/OWNER
MCDONALD CONSTRUCTION PARTNERS, LLC
18219 70TH PL N, SUITE 115
BURNSVILLE, MN
TEL 952-432-7600
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DAVID VOORRELL

DEVELOPER REPRESENTATIVE
NATHAN R. HERMAN
EMAIL: NHERMAN@MCDONALDCONSTRUCTION.COM

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SITE DATA & ZONING NOTES

PARCEL ADDRESS: 2-4863 & 25565 SMITHTOWN RD, SHOREWOOD, MN
PID: 311723230005 AND 311723230004

EXISTING ZONING: RESIDENTIAL R-1C
CURRENT GUIDING: RESIDENTIAL R-1C
PROPOSED ZONING: RESIDENTIAL R-1C
PROPOSED LOT COUNT: 3 SINGLE-FAMILY RESIDENTIAL LOTS

DENSITY CALCULATION:
PROPOSED GROSS DENSITY: 2.385 ACRES (103,897 SF)
NET PARCEL AREA: 372.4 ± 1.25 UNAC
WETLAND AREA: 0.051 AC (2,215 SF)
PROPOSED NET DENSITY: 372.334 ± 1.29 UNAC

MINIMUM LOT REQUIREMENTS AND BLDG. SETBACKS R-1C:

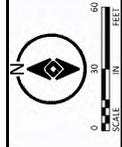
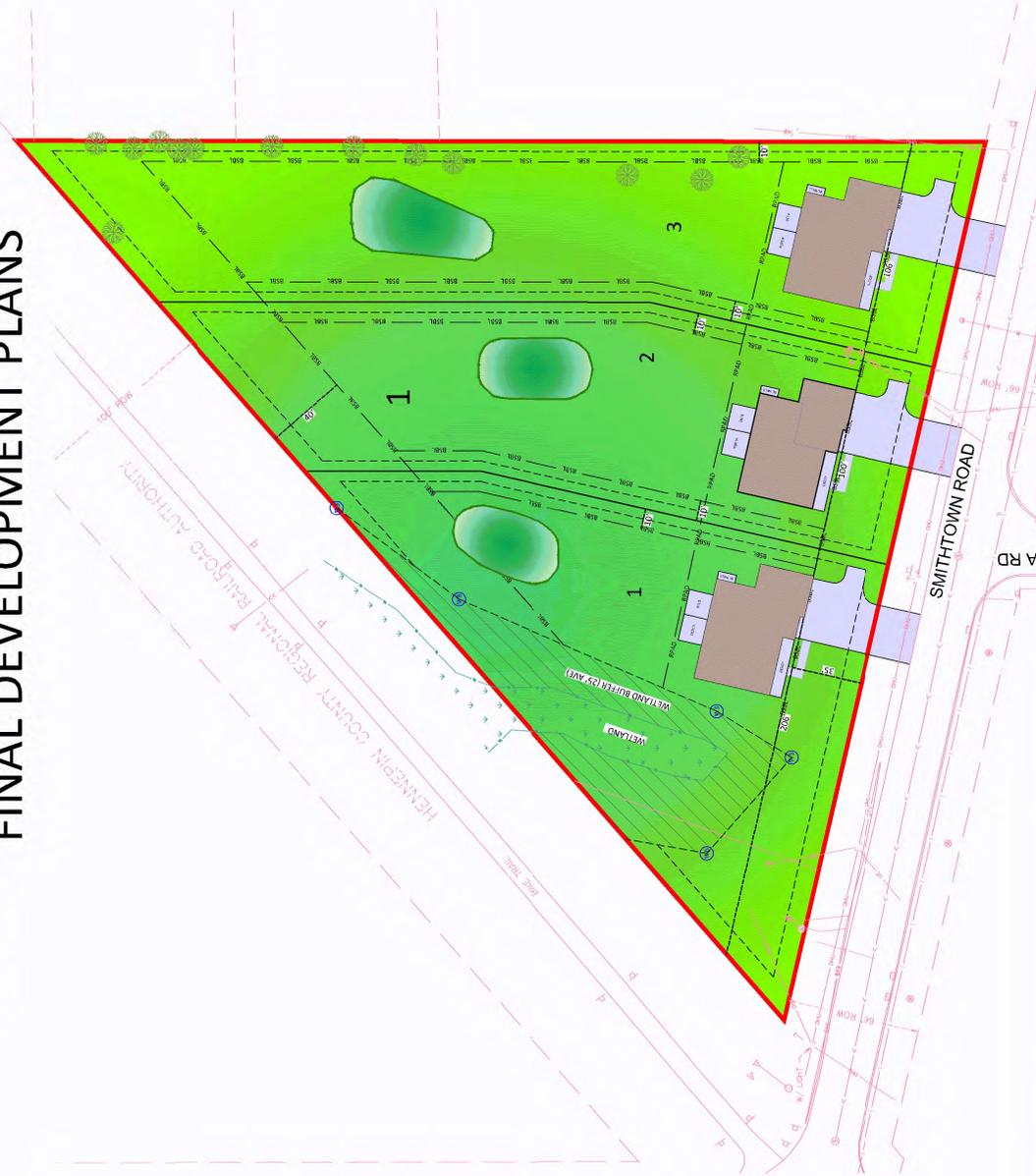
MIN. LOT SIZE: 20,000 SF
MIN. LOT DEPTH: 100 FT
FRONT SETBACK: 120 FT
FRONT YARD: 35 FT
SIDE YARD (INTERIOR): 5 FT
REAR YARD (INTERIOR): 10 FT
REAR AND ALLEYS: 40 FT PER FRONT YARD
BUFFER SETBACK: NONE
PROPOSED BUILDING PAD DEPTH: 60 FT
LOT WIDTH AT FRONT SETBACK: LOT 1 = 206 FT
LOT 2 = 106 FT
LOT 3 = 106 FT

LOT AREA:
LOT 1 = 36,638 SF
LOT 2 = 8,123 SF
LOT 3 = 36,935 SF

IMPERVIOUS:
TOTAL IMPERVIOUS: 2,384 AC ± 101,882 SF
ALLOWED IMPERVIOUS: 101,682 X 0.334 = 33,884 SF
PROPOSED PRIVATE LOT IMPERVIOUS: 8,307 SF (INCL. PORCH)
3 UNITS @ 2,769 SF/UNIT = 8,307 SF
2 DRIVEWAYS @ 1,153 SF EACH = 2,306 SF
PROPOSED IMPERVIOUS = 12,386 SF (11.3% OF GROSS AREA)

SHEET INDEX

SHEET #	TITLE
C1.01	1 TITLE SHEET
C2.01	2 EXISTING CONDITIONS
C2.02	3 PROPOSED DEVELOPMENT
C3.01	4 FINAL PROPOSED PLAN
C3.02	5 FINAL SITE PLAN
C3.03	6 LOT DETAILS
C7.01	7 FINAL TREE PRESERVATION PLAN
C1.01	9 FINAL LANDSCAPE PLAN



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LAND SERVICES
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THIS PLAN OR ANY PART THEREOF, SPECIFICATION OR DRAWING WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND TO THE BEST OF MY KNOWLEDGE AND BELIEF IT COMplies WITH ALL APPLICABLE REQUIREMENTS OF THE STATE OF MINNESOTA.

NOT FOR CONSTRUCTION

Nathan R. Herman
DATE: 10/20/2024
LICENSE # 27982

PROJECT #:
DESIGNER:
DRAWN BY:
INSP.
CHECKED:

SHOREWOOD MEADOW
SHOREWOOD, MN
MCDONALD CONSTRUCTION PARTNERS, LLC

TITLE SHEET

SHEET C1.01

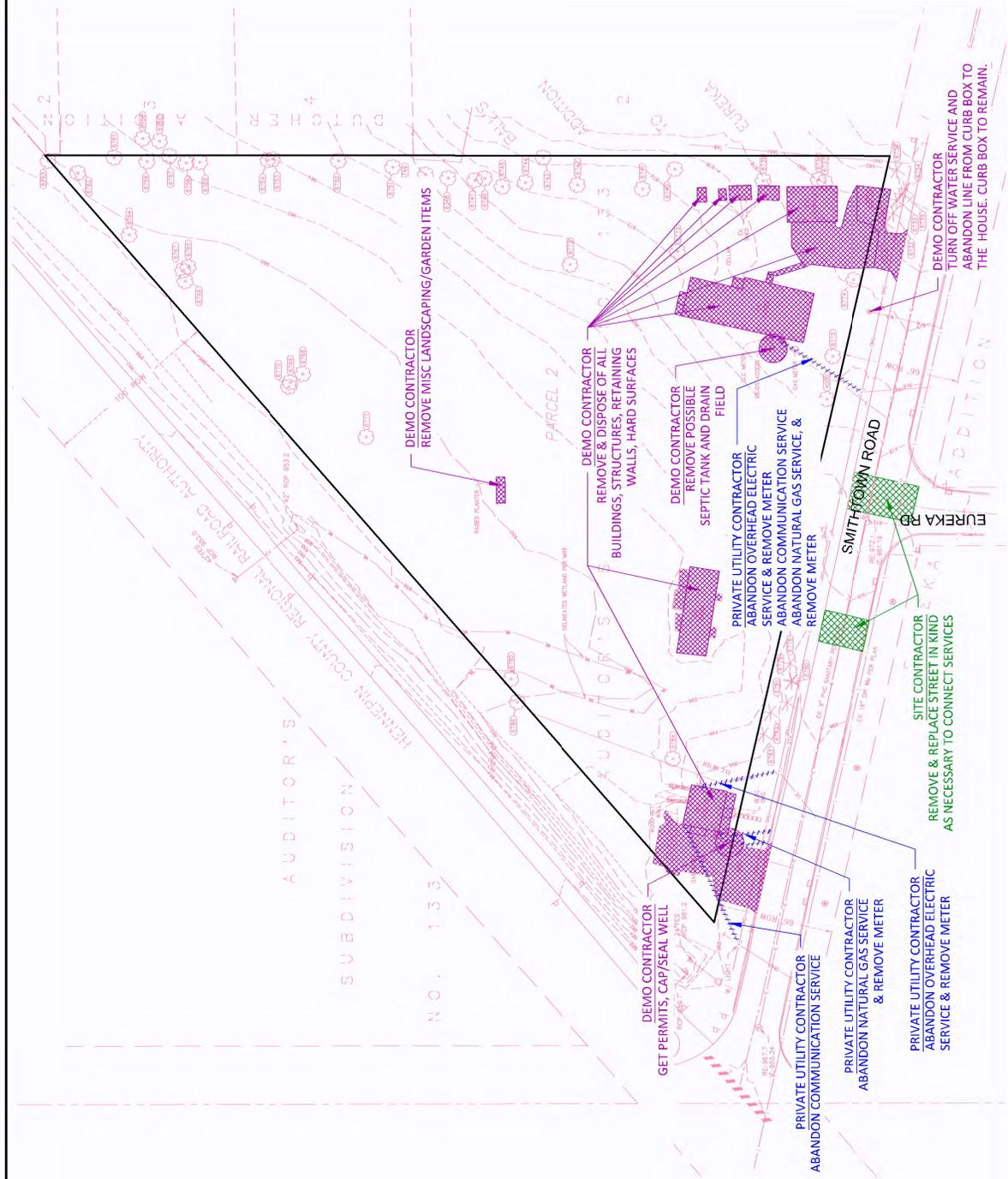
PAGE # 1

REV.

SUBMITTALS & REVISIONS

Rev. Date By Description

1/20/24 NH INITIAL PRELIMINARY & FINAL PLAN SUBMITTAL



REVISIONS & SUBMITTALS Rev. Date By Description	SHOREWOOD MEADOW SHOREWOOD, MN MCDONALD CONSTRUCTION PARTNERS, LLC	DEMOLITION PLAN	SHEET C2.02	PAGE # 3	REV.
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REMOVALS BY SITE CONTRACTOR (Green hatched pattern)

REMOVALS BY PRIVATE UTILITY CONTRACTOR (Blue hatched pattern)

REMOVALS BY DEMO CONTRACTOR (Purple hatched pattern)

DEMOLITION NOTES:

- ALL DEMOLITION AND TREE REMOVAL ACTIVITIES FOR THIS PROJECT SHALL BE IN ACCORDANCE WITH THE CITY OF SHOREWOOD, MINNESOTA.
- CONTRACTOR SHALL MAKE ALL PREPARATIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES DURING THE CONSTRUCTION PHASES OF THIS PROJECT. CONTRACTOR WILL BE HELD SOLELY RESPONSIBLE FOR ANY DAMAGES TO ADJACENT PROPERTIES OCCURRING DURING THE CONSTRUCTION PHASES OF THIS PROJECT.
- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES AND AGENCIES SHALL BE HELD SOLELY RESPONSIBLE FOR CONDITIONS ON THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO ANY SINGLE PHASE OF THE PROJECT. CONTRACTOR SHALL BE RESPONSIBLE FOR THE ADEQUACY OF CONTRACTOR'S SAFETY MEASURES IN, ON OR NEAR THE CONSTRUCTION SITE. CONTRACTOR SHALL INSTALL CONSTRUCTION ZONE SIGNAGE AS REQUIRED BY THE CITY OF SHOREWOOD, MINNESOTA.
- CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING VEHICULAR AND PEDESTRIAN TRAFFIC CONTROL DEVICES SUCH AS BARRICADES, WARNING SIGNS, DIRECTIONAL SIGNS, AND FLAGMEN TO CONTROL THE MOVEMENT OF TRAFFIC AROUND THE CONSTRUCTION SITE. TRAFFIC CONTROL DEVICES SHALL CONFORM TO APPROPRIATE MINNESOTA DEPARTMENT OF TRANSPORTATION (DNR) STANDARDS.
- EXISTING UTILITIES SHOWN ARE SHOWN IN AN APPROXIMATE WAY ONLY. THE CONTRACTOR AND/OR SUBCONTRACTORS SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. BY CONTRACTING THE WORK, THE CONTRACTOR AND/OR SUBCONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES (UNDERGROUND AND OVERHEAD) AND PRESERVE ANY AND ALL UTILITIES (UNDERGROUND AND OVERHEAD).
- THE CONTRACTOR SHALL PREVENT SOIL AND DEBRIS FROM LEAVING THE SITE BY EROSION AND VEHICLE WHEEL TRACKING. THE CONTRACTOR SHALL PREVENT SOIL MATERIAL OR OTHER CONSTRUCTION DEBRIS OR MATERIAL FROM BEING TRACKED ON ADJACENT PROPERTIES OR OTHER CONSTRUCTION DEBRIS OR MATERIAL.

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SHOREWOOD, MN
MCDONALD CONSTRUCTION PARTNERS, LLC

DEMOLITION PLAN

SHEET C2.02 **PAGE #** 3 **REV.**

REVISIONS & SUBMITTALS
Rev. Date By Description

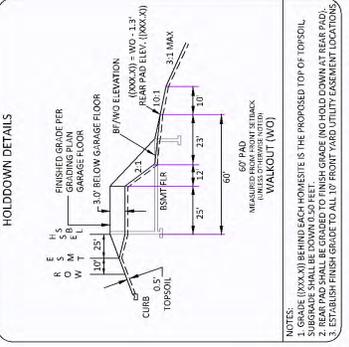
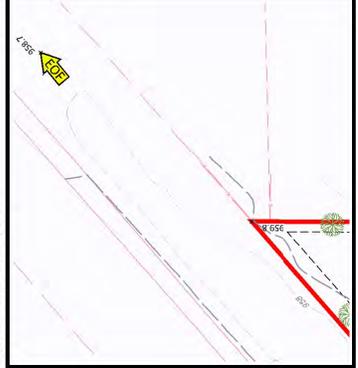
GRADING NOTES

- ALL EXCAVATION ACTIVITIES FOR THIS PROJECT SHALL BE IN ACCORDANCE WITH THE CITY OF SHOREWOOD GENERAL SPECIFICATIONS FOR CONSTRUCTION.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF SHOREWOOD AND THE STATE OF MINNESOTA.
- CONTRACTOR SHALL COMPLETE THE SITE GRADING CONSTRUCTION IN ACCORDANCE WITH THE REQUIREMENTS OF THE GEOTECHNICAL ENGINEER. ALL SOIL TESTS SHALL BE COMPLETED BY THE OWNER'S GEOTECHNICAL ENGINEER. CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL REQUIRED SOIL TESTS AND INSPECTIONS WITH THE GEOTECHNICAL ENGINEER. THE GEOTECHNICAL ENGINEERING SOILS REPORT HAS BEEN COMPLETED BY BRADY INSTITUTE, PHONE 352.932.2236, DATED: JUL 13, 2024.
- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING AND MAINTAINING NECESSARY TRAFFIC CONTROL DEVICES SUCH AS BARRICADES, WARNING SIGNS, AND CONE TRAFFIC CONTROL DEVICES THROUGHOUT THE CONSTRUCTION PERIOD.
- EXISTING UTILITIES SHOWN ARE SHOWN IN AND/OR SUBCONTRACTORS SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. BY CONTACTING THE NOTIFICATION CENTER (Gopher State One for Minnesota). THE CONTRACTOR AND/OR SUBCONTRACTOR AGREE TO UNDERTAKE AND OVERHEAD.
- THE GRADING CONTRACTOR IS RESPONSIBLE FOR ALL STORM WATER INSPECTIONS ACCORDING TO THE MCA STORM WATER PERMIT. THIS INCLUDES BOTH WEEKLY INSPECTIONS AND INSPECTIONS DONE AFTER A 0.5" RAIN EVENT. A COPY OF THE INSPECTION REPORT MUST BE EMAILED TO THE ENGINEER, DEVELOPER AND CITY ENGINEER ON A WEEKLY BASIS.
- THE CONTRACTOR SHALL PREVENT SOIL MATERIALS FROM LEAVING THE SITE BY PROVISION AND VEHICLE WASH TRUCKING. CONTRACTOR SHALL BE RESPONSIBLE FOR CLEANING OF STREET, ROADWAY AND UTILITY FACILITIES THAT RECEIVE ANY FRESH OR TRUCKED SOIL MATERIAL OR OTHER CONSTRUCTION DEBRIS ON MAIN TRAIL.
- CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF SHOREWOOD AND THE STATE OF MINNESOTA.
- EXCAVATE TOPSOIL AND ORGANIC MATERIAL FROM AREAS TO BE REGRADED OR RE-GRADED AND STOCKPILE IN AREAS DESIGNATED ON THE SITE. CONTRACTOR SHALL SAVE ENOUGH TOPSOIL FOR RE-SPREADING ON THE AREAS SPECIFIED. EXCESS TOPSOIL SHALL BE PLACED IN ENHANCEMENT AREAS OUTSIDE OF BUILDING PADS, ROADWAYS AND DRIVEWAYS. TOPSOIL SHALL BE PLACED TO A MINIMUM DEPTH OF 6 INCHES. TOPSOIL CANNOT BE USED AS FILL UNDER TRAILS OR SIDEWALKS.
- EXISTING TREES AND OTHER NATURAL VEGETATION WITHIN THE PROJECT AND/OR ADJACENT TO THE PROJECT ARE OF PRIME CONCERN TO THE CONTRACTOR'S OPERATIONS AND SHALL BE A RESTRICTED AREA. CONTRACTOR SHALL PROTECT TREES TO REMAIN AT ALL TIMES. EQUIPMENT SHALL NOT NECESSARILY BE OPERATED UNDER NEARBY TREES AND CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF SHOREWOOD AND THE STATE OF MINNESOTA.
- RETRACTED AREAS SHALL INCLUDE ALL DESIGNATED TREE AREAS OUTSIDE OF THE DESIGNATED CONSTRUCTION ZONE. ALL VEGETATION, INCLUDING ROOT ZONES, WITHIN THE RESTRICTED AREAS SHALL REMAIN. CONTRACTOR SHALL RESTRICT ALL GRADING AND CONSTRUCTION ACTIVITIES TO AREAS DESIGNATED ON THE PLANS. ACTIVITIES WITHIN THE RESTRICTED AREAS SHALL BE LIMITED TO TREE TRIMMING, BRANCH REMOVAL, AND STEEL STAKES AS SHOWN ON THE TREE PROTECTION DETAIL. AT NO TIME SHALL ANY WORK COMMENCE ON-SITE WITHIN ANY OF THE RESTRICTED AREAS. FINAL PLACEMENT OF ALL PROTECTIVE FENCING SHALL BE COMPLETE BEFORE ANY WORK COMMENCED ON-SITE.
- TRENCH BORROW CONSTRUCTION: IF ALLOWED BY THE OWNER, CONTRACTOR SHALL COMPLETE "TRENCH BORROW" EXCAVATION IN AREAS DIRECTED BY THE ENGINEER IN ORDER TO MAINTAIN A MINIMUM OF 10 FEET FROM THE LIMIT OF THE BUILDING PAD. THE EXCAVATION FROM THIS LIMIT SHALL EXTEND AT A MINIMUM SLOPE OF 1:1 FOOT HORIZONTAL TO 1 FOOT VERTICAL (L:1:1) DOWNWARD AND OUTWARD FROM THE FINISHED SURFACE GRADE ELEVATION. THE TRENCH BORROW EXCAVATION SHALL BE BACKFILLED TO THE PROPOSED FINISHED SURFACE GRADE ELEVATION. THE TRENCH BORROW SHALL BE LIMITED TO A MAXIMUM DEPTH OF 2.0 FEET. THE TRENCH BORROW SHALL BE LIMITED TO A MAXIMUM DEPTH OF 2.0 FEET. SLOVE FENCE SHALL BE TURNED AND PLACED ALONG THE PERIMETER OF THE TRENCH BORROW AREA WHERE THE SLOPE EXCEEDS 2:1 FOOT HORIZONTAL TO 1 FOOT VERTICAL (L:2:1).
- FILL PLACED WITHIN THE BUILDING PADS SHALL BE IN CONFORMANCE WITH HUD/FHA PROCEDURES AND DATA SHEET 786.
- FINISHED GRADING SHALL BE COMPLETED, CONTRACTOR SHALL UNIFORM GRADE WITHIN LIMITS OF GRADING, INCLUDING ADJACENT TRANSITION AREAS. PROVIDE A SMOOTH FINISHED SURFACE WITHIN SPECIFIED TOLERANCES, WITH UNIFORM SLOPES OR SLOPES BETWEEN POINTS, WHERE SLOPES ARE SHOWN, OR BETWEEN SUCH POINTS AREAS THAT HAVE BECOME RELEV, BROOD OR HAS SETTLED BELOW THE CORRECT GRADE. ALL AREAS DISTURBED BY THE CONTRACTOR'S OPERATIONS SHALL BE RESTORED TO EQUAL OR BETTER THAN ORIGINAL CONDITION OR TO THE REQUIREMENTS OF THE NEW WORK.
- FINISH GRADE TOLERANCES
 - FINISHED GRADE SHALL BE WITHIN 0.1 FEET ABOVE OR BELOW THE PRESCRIBED ELEVATION AT ANY POINT.
 - THE STREET AREA SURFACE FINISHED GRADE ELEVATION SHALL NOT VARY BY MORE THAN 0.1 FEET ABOVE OR BELOW THE REQUIRED ELEVATION OF ANY POINT WHERE MEASUREMENT IS MADE.
 - AREAS WHICH ARE TO RECEIVE TOPSOIL SHALL BE GRADED TO WITHIN 0.20 FEET ABOVE OR BELOW THE REQUIRED ELEVATION, UNLESS DIRECTED OTHERWISE BY THE ENGINEER.
 - TOPSOIL SHALL BE GRADED TO PLUS OR MINUS 1 INCH OF THE SPECIFIED DEPTH.

RETAINING WALL NOTES

- RETAINING WALLS TO BE BUILT DURING HOME CONSTRUCTION.
- GRADING CONTRACTOR SHALL SUBMIT AND CORRECT ANY UNSUITABLE SOILS FOUND BELOW RETAINING WALLS.
- 3.1. THE FRONT OF THE 8 FOOT PAD SHALL BEGIN 2 FEET IN FRONT OF THE FACE OF THE WALL AND EXTEND EIGHT FEET BACK TOWARDS THE BACK OF THE WALL.
- 3.2. COVERINGS SHALL OCCUR FROM THE FINISH GRADE BOTTOM WALL ELEVATION.
- GRADING CONTRACTOR SHALL COMPLETE THE RETAINING WALL "PAD" CONSTRUCTION IN ACCORDANCE WITH THE REQUIREMENTS OF THE GEOTECHNICAL ENGINEER. CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL REQUIRED SOIL TESTS AND INSPECTIONS WITH THE GEOTECHNICAL ENGINEER.
- GRADING CONTRACTOR SHALL SUBMIT FROM THE FACE OF THE WALL BACK 6 FEET TO ACCOUNT FOR THE DEPTH OF THE BOLLIDERS AND GRADE UP A 0.5:1 TO THE FINISHED GRADE UNLESS OTHERWISE NOTED ON WALL SCHEDULES.
- GRADING CONTRACTOR SHALL COORDINATE WITH WALL CONTRACTOR REGARDING THE NEED FOR STOCKPILING EXTRA MATERIAL ABOVE THE WALLS FOR BACKFILL PURPOSES.
- CONTRACTOR SHALL WORK WITH WALL CONTRACTOR TO PROVIDE AN ACCESS ROUTE FOR BOLLIDERS/BLOCKS, SAND AND OTHER MATERIAL Hauling.
- RETAINING WALL CONTRACTOR SHALL SUBMIT ALL DETAILS AND PLANNING WITH GRADING CONTRACTOR. RELOCATING MATERIALS DUE TO CONFLICTS WITH SITE GRADING SHALL BE AT THE WALL CONTRACTOR'S EXPENSE.
- WALL CONTRACTOR IS RESPONSIBLE FOR RE-ESTABLISHING FINISH GRADES IF ANY TEMPORARY GRADING IS NEEDED TO CONSTRUCT RETAINING WALLS.
- FINISHED GRADE AT THE TOP OF THE RETAINING WALL SHALL BE SMOOTHED OUT AND HELD DOWN 0.25" (2") FROM THE TOP ROW TO ALLOW FOR FENCING AND LANDSCAPING ROCK ALONG THE TOP OF THE WALL.
- CONTRACTOR SHALL MAINTAIN SWPPP COMPLIANCE. ANY EROSION CONTROL DAMAGED BY WALL CONSTRUCTION SHALL BE REPAIRED AS INDICATED TO CONSTRUCTION.
- DEVELOPMENT RETAINING WALL MATERIALS SHALL BE COORDINATED WITH THE DEVELOPER.
- CONTRACTOR SHALL COORDINATE A GEOTECH ENGINEER TO OBSERVE THE SURFACE OF ANY WALL BEFORE PLACING ANY BOLLIDERS/BLOCKS.
- CONTRACTOR IS RESPONSIBLE FOR ANY AND ALL INSPECTIONS REQUIRED BY THE BUILDING PERMIT.
- THE GRADING CONTRACTOR SHALL PROVIDE CONSTRUCTION OBSERVATIONS OF THE RETAINING WALL CONSTRUCTION, AND A LETTER CERTIFYING THE INSTALLATION OF THE WALLS WAS CONSTRUCTED IN CONFORMANCE WITH THE PLANS AND SPECIFICATIONS, IF THE BUILDING PERMIT IS REQUIRED.
- A FENCE ALONG THE TOP OF THE WALL IS REQUIRED FOR WALLS GREATER THAN 48" IN HEIGHT FOR COMMON DEVELOPMENT WALLS.

SITE EMERGENCY OVERFLOW

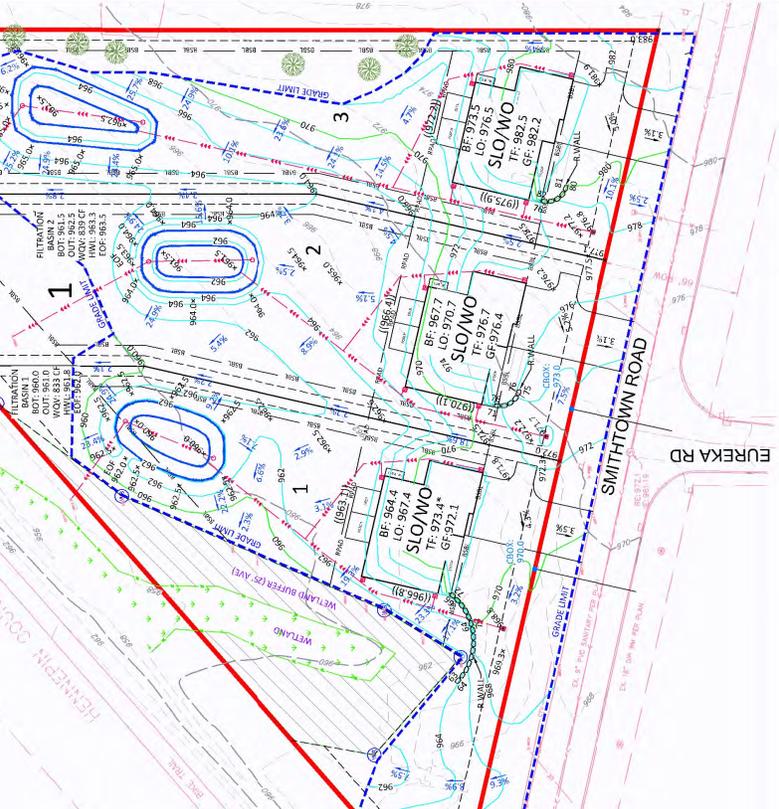
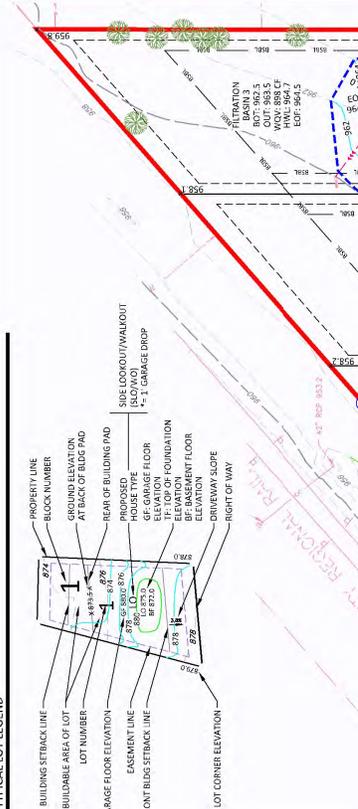


NOTES:
 1. GRADE (XXXX) BEHIND EACH HOME SITE IS THE PROPOSED TOP OF TOPSOIL.
 2. REAR PAD SHALL BE GRADED TO FINISH GRADE (NO HOLD-DOWN AT REAR PAD).
 3. ESTABLISH FINISH GRADE TO ALL BY FRONT YARD UTILITY EASEMENT LOCATIONS.

LEGEND:

- CURB & GUTTER
- STORM SUNKER
- WATERMAIN
- SEWER
- REAR BLDG PAD LINE
- SURFACE SLOPE LABEL
- GUTTER SPOT LABEL
- EXISTING CONTOUR
- EMERGENCY OVERFLOW
- WET-LAND BUFFER SKIN
- PROPOSED FINISH GRADE
- PROPOSED FINISH GRADE

TYPICAL LOT LEGEND



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FINAL GRADING PLAN

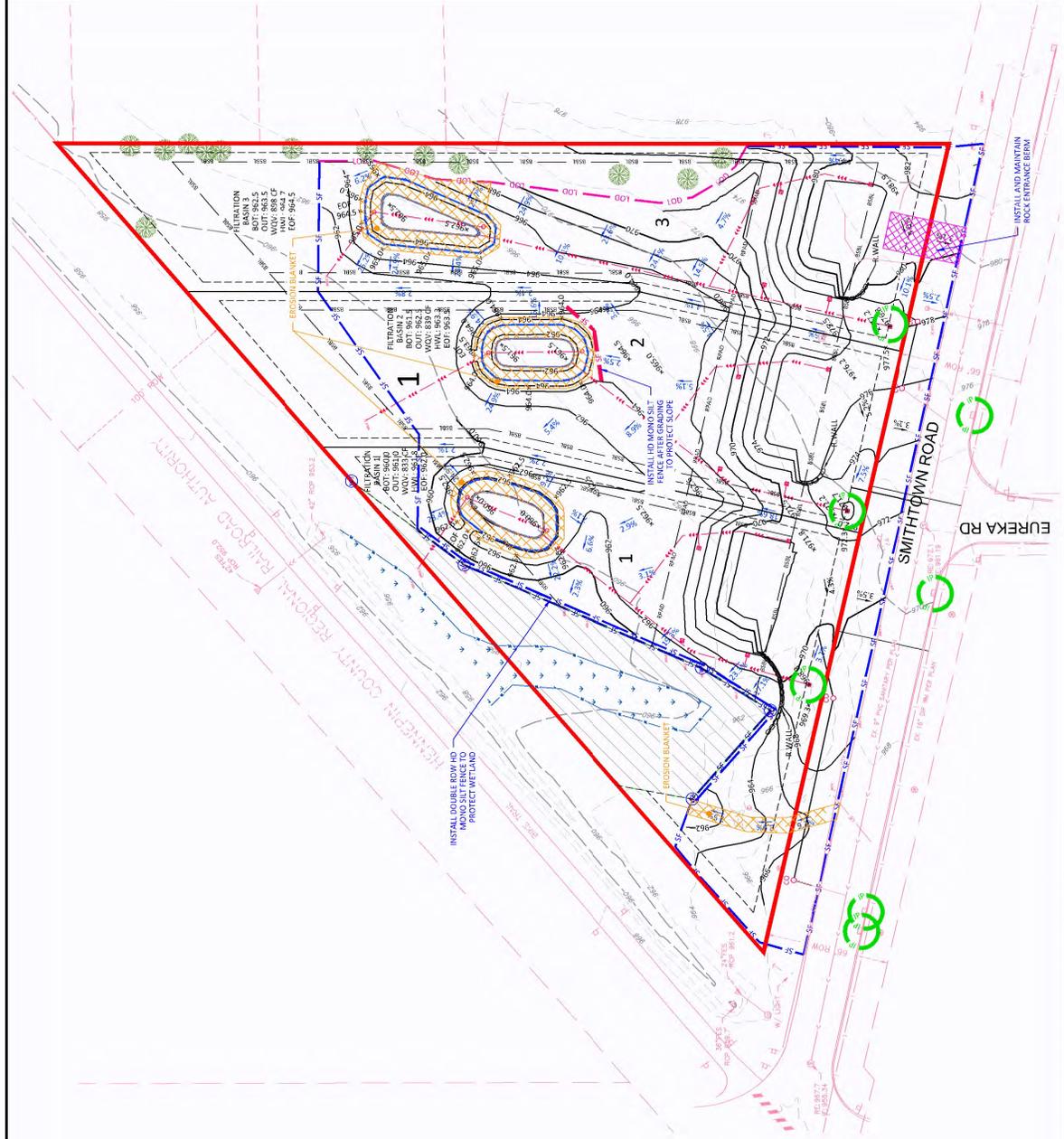
SHOREWOOD MEADOW
 SHOREWOOD, MN
 MCDONALD CONSTRUCTION PARTNERS, LLC

PROJECT #:
 DRAWING:
 CHECKED:
 DATE: 10/20/2024

NOT FOR CONSTRUCTION

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 18219 70th St N, Maple Grove, MN 55311
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SUBMITTALS & REVISIONS
 Rev. Date By Description



LEGEND:

PROPOSED CONTOUR	— 0.50' —	— 0.25' —	— 0.10' —	— 0.05' —	— 0.02' —
EXISTING CONTOUR	— 0.50' —	— 0.25' —	— 0.10' —	— 0.05' —	— 0.02' —
SILT FENCE	— SF —				
DOUBLE ROW /	— SF —				
SILT FENCE AFTER	— SF —				
GRADING	— SF —				
DRAIN TILE	— DT —				
EMERGENCY OVERFLOW	— EO —				
ROCK ENTRANCE BERM	— RB —				
EROSION BLANKET	— EB —				
INLET PROTECTION	— IP —				

SHOREWOOD MEADOW
SHOREWOOD, MN
MCDONALD CONSTRUCTION PARTNERS, LLC

FINAL EROSION PLAN

SHOREWOOD MEADOW
SHOREWOOD, MN
MCDONALD CONSTRUCTION PARTNERS, LLC

PROJECT #:
DESIGNED BY:
DRAWN BY: NPH
CHECKED BY: JML

NOT FOR CONSTRUCTION
Nathan R. Herman DATE: 10/15/2020
LICENSE # 27982

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18219 70th Pl N, Maple Grove MN 55311
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SUBMITTALS & REVISIONS
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SCALE	0 30 60 FEET
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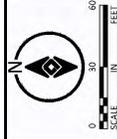
Tag No.	Common Name	Sp. Tree	DBH	Deciduous 8*	Deciduous 12*	Coniferous 8*	Coniferous 12*	Notes
6730	White Cedar	No	3.2	1				9' in height, large shrub
6731	White Cedar	No	2.2-3.4					12' in height, large shrub
6732	White Cedar	No	2.2-3.4					12' in height, large shrub
6733	White Cedar	No	2.1-2.4					12' in height, large shrub
6734	White Cedar	No	2.2-2.4					12' in height, large shrub
6735	White Cedar	No	6.4-9					15' in height, large shrub
6736	White Cedar	No	3.1-4.1					15' in height, large shrub
6737	Silver Maple	Yes	33.1	1				18' in height, large shrub
6738	Green Ash	Yes	19	2				
6739	Green Ash	Yes	26	3				
6740	Black Walnut	Yes	20					
6741	Black Walnut	Yes	20					
6742	American Elm	Yes	22					
6743	Bow Elder	No	20					not considered significant
6744	Bow Elder	No	18					not considered significant
6745	Bow Elder	No	17					not considered significant
6746	Bow Elder	No	14					not considered significant
6747	Bow Elder	No	10					not considered significant
6748	Bow Elder	No	12.17					not considered significant
6749	Silver Maple	Yes	9	1				
6750	Silver Maple	Yes	9					
6751	Black Walnut	Yes	20					
6752	Black Walnut	Yes	20					
6753	Bow Elder	No	17					not considered significant
6754	Silver Maple	Yes	25					
6755	Silver Maple	Yes	17					
6756	Silver Maple	Yes	12.11, 10.7					
6757	Silver Maple	Yes	11					
6758	Silver Maple	Yes	21.1					
6759	Silver Maple	Yes	20.13.6					off-site
6760	Bow Elder	No	9					not considered significant
6761	Green Ash	Yes	10					not considered significant
6762	Bow Elder	No	13					not considered significant
6763	Bow Elder	No	13					not considered significant
6764	Black Walnut	Yes	26					not considered significant
6765	Bow Elder	No	26					not considered significant
6766	Bow Elder	No	26					not considered significant
6767	Bow Elder	No	8					not considered significant
6768	Bow Elder	No	14					not considered significant
6769	Bow Elder	No	14					not considered significant
6770	Bow Elder	No	14					not considered significant
6771	Willow	No	52					not considered significant
6772	Bow Elder	No	21					not considered significant
6773	Bow Elder	No	28.22					not considered significant
6774	STRUCKY COLLETRES	Yes	28	4				
6775	HONEY LOCUST	Yes	25	5				
6776	White Cedar	Yes	16	6				
6777	Siberian Elm	Yes	12	7				40' in height
6778	White Cedar	Yes	3.2-4.1					12' in height, large shrub
6779	White Cedar	No	2					10' in height, large shrub
6780	White Cedar	No	2					10' in height, large shrub
6781	White Cedar	No	4.4-4					12' in height, large shrub
6782	White Cedar	No	3.4-3					14' in height, large shrub
6783	White Cedar	No	4.3-2					14' in height, large shrub
6784	White Cedar	No	3.3-2.9					14' in height, large shrub
6785	Willow	No	20					off-site
6786	Black Walnut	Yes	11					off-site
4000	Silver Maple	Yes	44					untagged

Removed Tree Count	1	9	0	0	0
Tree Replacement Req'd	2	3	1	2	0
Required Replacement per Removal					
Mbs. Tree Replacement per Acre	8	Trees			
Gross Site Size	2.4	ac			
	20	Trees			

TREE SAVED	1
TREE REMOVED	29
TREE NON-SIGNIFICANT	0

LEGEND:

- GRADE LIMIT
- SAVED TREE
- REMOVED TREE
- NON-SIGNIFICANT TREE
- REMOVED NON-SIGNIFICANT TREE



SUBMITTALS & REVISIONS

Rev. Date By Description

12/25/24 WHI INITIAL PRELIMINARY & FINAL PLAN SUBMITTAL

ATERRA
LAND SERVICES
18219 70th Pl N, Maple Grove MN 55311
763.360.1307 | info@aterraland.com

PROJECT #:

DESIGN:

DRAWN BY:

NPH

CHECKED:

JML

DATE: 10/10/2024

PROJECT #:

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WOODLAND PRESERVATION PLAN LEGEND

- TREE PROTECTION FENCE / LIMITS OF DISTURBANCE
- ✗ SIGNIFICANT TREE TO BE REMOVED

PLANTING CODE

TOTAL REPLACEMENT TREES REQUIRED:
 8 TREES PER ACRE - MAXIMUM REPLACEMENT RATE
 8 TREES x 2.4 ACRES = 19.2 REPLACEMENT TREES REQUIRED

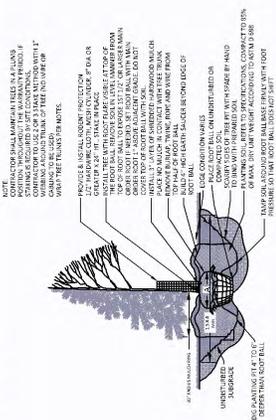
PROPOSED TREES:
 DECIDUOUS OVERSTORY 11
 CONIFEROUS OVERSTORY 1
 TOTAL TREES PROPOSED 12

SYMBOL	SIZE	COMMON NAME / SCIENTIFIC NAME	QUANTITY	NATIVE
	3" B&B	OVERSTORY DECIDUOUS TREES: ASS FALL FIESTA SUGARMAPLE (ACER SACHARUM 'BALSTATA') BPV PRINCE DREAM PAPER BIRCH, CLUMP (BETULA PAPERIFERA 'VARENO') GDU TRUE NORTH COFFEETREE, (GYMNOCADUS DIOICUS 'UNUS/MEROT')	4	YES
	3" B&B		4	YES
	3" B&B		3	YES
	6" F B&B	CONIFEROUS TREES: ABB BALSAM FIR (ABIES BALSAMICA) PNR RED PINE (PINUS RESINOSA) PMS WHITE PINE (PINUS STROBUS)	3	YES
	6" F B&B		3	YES
	6" F B&B		3	YES

GROUND COVER KEY & APPLICATION RATES

- SOD OR "TCS TURF" MIX (TWIN CITY SEED CO.) APPLIED AT 200 LBS PER ACRE. "HOME LANDSCAPE PLANS TBD"
- LOW MAINTENANCE TURF MIX. 75% DITCH MIX. 25% LOW GROW FESCUE MIX (TWIN CITY SEED CO.)

TREE PLANTING DETAIL



SUBMITTALS & REVISIONS Rev. Date By Description 11/20/24 NHF INITIAL PRELIMINARY & FINAL PLAN SUBMITTAL		PROJECT #: 11/20/24 DRAWN BY: NHF CHECKED BY: JIML	SHOREWOOD MEADOW SHOREWOOD, MN MCDONALD CONSTRUCTION PARTNERS, LLC	SHEET L1.01	PAGE # 9	REV.

**CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

RESOLUTION 25-024

**A RESOLUTION APPROVING A PRELIMINARY AND FINAL PLAT FOR
SHOREWOOD MEADOW LOCATED AT 25480 & 25560 SMITHTOWN ROAD**

WHEREAS, McDonald Construction Partners (the “Applicant”), has submitted a request for Preliminary and Final Plat to subdivide the property at 25480 & 25560 Smithtown Rd and legally described as:

PARCEL 1 (25560 Smithtown Rd):

Lot 15, Auditor's Subdivision No. 133, Hennepin County, Minnesota

PARCEL 2 (25480 Smithtown Rd):

Lot 16, Auditor's Subdivision No. 133, Hennepin County, Minnesota

WHEREAS, the applicant submitted the request for the preliminary and final plat to subdivide the property into three lots in the manner required for the review of such applications under the Shorewood City Code and under Chapter 462 of Minnesota Statutes, and all proceedings have been duly consistent thereunder; and,

WHEREAS, the preliminary and final plat is consistent with the Shorewood Comprehensive Plan and the intent of the regulations and requirements of the laws of the State of Minnesota and the City Code of the City of Shorewood.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Shorewood that the preliminary and final plat are hereby approved, subject to the following conditions:

1. The preliminary and final plat is hereby approved, in accordance with the plans dated January 23, 2025 and January 27, 2025 (the “Plans”), subject to the conditions listed below.
2. Prior to recording the plat, the applicant shall complete the following:
 - a. Revise the plans to conform with City Code requirements and the engineer’s memo.
 - b. Submit an executed storm water maintenance agreement for all three lots.
 - c. Submit an executed development agreement for construction of the public and private improvements and appropriate financial surety for the project.
 - d. Pay the required water and sewer connection fees and park dedication for all three lots.
 - e. Acquire all permits from other applicable jurisdictions having an interest in the site, including those identified in the engineer’s memo.
3. Prior to construction of a home on either lot, provide the following:
 - a. Proof of recording for the plat, resolution, easement, agreement, and any other recorded documents.

- b. Proof that all existing structures have been removed in accordance with the demolition plan.
 - c. Proof that all existing wells have been sealed in accordance with Minnesota Department of Health requirements.
 - d. Provide a Traffic Control Plan as noted in the engineer's memo.
4. While the connection to municipal water is not required by City Code, the applicant is proposing municipal water connections for all three lots. Therefore, the Applicant is required to connect all three lots to municipal water infrastructure.
5. The approval for the plat request shall expire in 180 days if the Applicant has not recorded the plat with Hennepin County. The Applicant may request an extension to the approval subject to the requirements of Section 1202.03 Subd. 3.c.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD this 24th day of February 2025.

Jennifer Labadie, Mayor

ATTEST:

Sandie Thone, City Clerk



City Council Item

Title/Subject: **Amendments to Zoning Regulations to Implement the Comprehensive Plan for Medium Density Land Uses**

Item
6D

Meeting Date: February 24, 2025
Prepared by: Jake Griffiths, City Planner
Reviewed by: Marc Nevinski, City Administrator
Attachments: Planning Commission Memos
Proposed Ordinance 616
Resolution for Summary Publication

Background

The City recently adopted a new comprehensive plan and several alterations to the zoning ordinance and zoning map are required to implement the direction. This request is to implement the Medium Density Land Use Designation by amending zoning districts to allow for densities of six to eight units to the acre. This also include amendments that Council directed staff complete to amend the name "Elderly Housing" to "Age-Restricted Housing".

The primary impacts of these amendments are to the R-3A and L-R zoning districts to allow townhouse or apartment development. Other sections of the zoning ordinance are also proposed for amendment as needed to allow projects consistent with the Comprehensive Plan or correct/amend references.

The attached Planning Commission memos have detailed breakdown on the sections proposed for revision.

On February 4, 2025, the Planning Commission held a public hearing on the draft ordinance amendments. The Commission discussed the proposed amendments, held the public hearing and unanimously recommended approval of the amendments. The minutes are attached to the Council's packet.

Summary of Public Engagement: On February 4, 2025, the Planning Commission reviewed the amendments at a public hearing. Notice of the meeting was published in the official newspaper at least 10 days prior to the meeting. No correspondence was received and no one from the public requested to speak.

A copy of the ordinance was posted on the website, on the city hall notice board, and emailed to all those who requested notices of ordinance changes.

Next Steps: The city would be obligated to rezone the three parcels that are currently guided for medium density residential uses on the future land use map but zoned for R-1C (Single-family 20,000 square foot lots) or C-1 (General Commercial) located at 24560, 24590 and 24620 Smithtown Road.

Financial or Budget Considerations

The amendments were drafted in-house and would have costs associated with publication of an ordinance summary if the ordinance is adopted.

Action Requested

Motion to approve ordinance 616 amending the zoning regulations to implement the medium density land use direction in the comprehensive plan. Action on this motion requires a minimum 3/2 vote of the City Council.

Motion to approve a resolution adopting a summary publication ordinance allowing publication of the name of Ordinance 616 and the summary pursuant to MN Statute 331A.01 without publishing the entire ordinance. Action on this motion requires a minimum of 4/5 vote of the City Council.



Planning Commission Meeting Item

Title/Subject: Amendments to Implement the Medium Density Land Use Designation
Meeting Date: February 4, 2025
Prepared by: Marie Darling, Planning Director
Attachments: Memo from January 7, 2025 planning commission meeting
Draft Ordinance

APPLICANT: City of Shorewood
LOCATION: City-Wide
REVIEW DEADLINE: NA

BACKGROUND

Attached are the proposed amendments to implement the medium-~~high~~-density land use designation, these amendments are being considered to create a zoning district that would allow development of between six and eight units per acre.

The amendments primarily affect the R-3A and L-R zoning districts, but references and standards would be amended throughout the code.

THE AMENDMENTS:

Section 1: Amendments to the definition section. Several definitions are proposed for amendment, some minor and some substantial.

Section 2: Amendments to the R-3A district. (Substantial Amendments) This district would be changed throughout for its new purpose of allowing for the new density range.

Section 3: Amendments to the L-R district (Substantial Amendments). This district would be amended to include residential uses to be consistent with the residential designation in the Comprehensive Plan.

Section 4: Amendments to the Landscaping regulations specific to multiple family and commercial uses (Minor Amendments)

Section 5: Amendments to impervious surface coverage (Substantial Amendments) Adding the R3-A and L-R districts to the districts that allow more impervious surface by right.

Section 6: Amendments to general provisions related to efficiency apartments (Minor Amendments)

Section 7-9: Amendments to parking regulations (Minor Amendments)

Section 10-12: Amendments to sign regulations: (Minor Amendments) Removes references to quadraminiums.

Section 13: Amendments to general provisions related to subdivision of structures. (Minor Amendments). Removes references to quadraminiums.

Section 14: Amendments to general provisions related to elderly housing (Substantial Amendments). Changes the name elderly housing to age-restricted housing, removes requirement for a PUD, removes language requiring compliance with other codes that are required regardless of this section, defines usable open space and clarifies what reductions to fees are permitted.

Section 15: Amendments to PUDs (Substantial Amendments) Adds standards for subdivided townhouses and detached townhouses.

Please review the draft and let staff know if the Commission finds additional amendments are necessary or if the draft language should be amended for clarity or context.

RECOMMENDATION:

Staff recommend approval of the attached ordinance in order to allow for the implementation of the Comprehensive Plan's Medium Density Land Use designation. Staff further recommends the Planning Commission review the ordinance amendment, conduct the public hearing and consider all public testimony before making a recommendation to the City Council.

NEXT STEPS: The affected properties along Smithtown Lane (see January 7 report) would need to be rezoned. Eventually, properties that are currently zoned R-3A, as mentioned in the January 7 report would need to be rezoned to another district that would allow low to medium land uses to be developed on the property. This rezoning may need to be delayed until the district(s) to implement the low to medium land use are amended.



Planning Commission Meeting Item

Title/Subject: Amendments to Implement the Medium Density Land Use Designation
Meeting Date: January 7, 2024
Prepared by: Marie Darling, Planning Director
Attachments: Draft Regulations

APPLICANT: City of Shorewood
LOCATION: City-Wide
REVIEW DEADLINE: NA

BACKGROUND

This will be the first discussion of the draft ordinance. Similar to the amendments to implement the high-density designation, these amendments are being considered to create a district that would allow development of between six and eight units per acre.

The amendments primarily affect the R-3A and L-R zoning districts.

Where are the properties that are designated Medium Density?

- 24620 Smithtown Road (1.06 acres)
- 24590 Smithtown Road (.99 acres)
- 24560 Smithtown Road (1.03 acres)
- 23500 Smithtown Road (Two parcels - 1.74 acres and 2.66 acres)



Are there currently properties that are zoned R-3A?

There are three properties that are currently zoned R-3A but are indicated in the Comprehensive Plan for low to medium density land uses rather than medium density. As a result, the properties will need to be rezoned to be consistent with the Comprehensive Plan. The properties are not guided for medium density residential uses and the uses proposed to be permitted in this zoning district may not be appropriate for these properties. These properties include:

- 6065 and 6067 Lake Linden (a subdivided two-family home) (.32 acres and .27 acres)
- 6055 Lake Linden (a single-family home)(.66 acres)



THE AMENDMENTS:

There are several policy issues that the amendments are intended to resolve:

1. Development of these properties with between six and eight units per acre is not likely to be accomplished with two-family homes or single

family homes. Consequently, staff wrote up the district to allow only townhouses or multiple family buildings, or age-restricted housing developed with townhouses or apartments.

2. Changing elderly housing to be called and defined as age-restricted housing (as directed by the City Council). Removing the requirement for a PUD to construct age-restricted housing to encourage developers to reduce the number of applications necessary to provide this type of housing.
3. The ability to construct a single-structure townhouse development without a planned unit development. A PUD would continue to be required if a subdivision were to occur or if more than one apartment structure would be proposed.
4. Residential uses were added to the L-R district to implement the medium density land use designation in that district.
5. Adding in all the uses allowed in the district without reference to uses allowed in another district. Removing the ability to rent out garages to others not living in the unit.
6. Allowing adequate impervious surface coverage on the property to allow a townhouse or multiple family development.

Section 1: Amendments to the definition section (Substantial Amendments)

Section 2: Amendments to the R-3A district (Substantial Amendments)

Section 3: Amendments to the L-R district (Substantial Amendments)

Section 4: Amendments to the Landscaping regulations specific to multiple family and commercial uses (Minor Amendments)

Section 5: Amendments to impervious surface coverage (Substantial Amendments)

Section 6: Amendments to general provisions related to efficiency apartments (Minor Amendments)

Section 7-9: Amendments to parking regulations (Minor Amendments)

Section 10: Amendments to general provisions related to subdivision of structures. (Minor Amendments)

Section 11: Amendments to general provisions related to elderly housing (Substantial Amendments)

Section 12: Amendments to PUDs (Substantial Amendments)

Please review the draft and let staff know if the Commission finds additional amendments are necessary or if the draft language should be amended for clarity or context.

Still to be incorporated, some minor amendments are needed to the sign regulations to remove references to quadraminiums.

Staff will incorporate any recommended changes to the ordinance prior to the next meeting and will set up a public hearing to review the amendments at that meeting.

CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA

ORDINANCE 616

AMENDING SHOREWOOD CITY CODE CHAPTER 1201 TO IMPLEMENT THE COMPREHENSIVE
PLAN DIRECTION FOR MEDIUM DENSITY RESIDENTIAL USES

Section 1. City Code Section 1201.02 DEFINITIONS is hereby amended as follows. Text proposed to be added is underlined; text proposed to be removed is ~~stricken~~.

...

~~**ELDERLY AGE-RESTRICTED HOUSING.** A dwelling or group of dwellings where the occupancy is restricted to persons 62 years of age or older, or which qualifies as housing for older persons under the Federal Fair Housing Act.~~

...

LOT, BASE. A lot meeting all the lot specifications in the zoning district in which it is located prior to being subdivided into a two-family or townhouse quadraminium subdivision.

...

LOT, UNIT. A lot created from the subdivision of a two-family or townhouse dwelling ~~or quadraminium~~, having different minimum lot size requirements than the conventional base lots within the zoning district in which it is located.

...

~~**QUADRAMINIUM.** A single structure which contains four dwelling units, designed for separate ownership, all of which have individual entrances and in which each unit shares common walls with two other units.~~

...

~~**TOWNHOUSES, ATTACHED.** Structures housing three to eight contiguous dwelling units, each having separate and individual front and rear entrances, the structures to be of row house types as contrasted to multiple dwelling apartment structures. Structures with at least three contiguous and self-contained dwelling units with no dwelling, portion of dwellings, or common area directly above or below another. Each townhouse dwelling has separate and individual entrances with the first story at or near the ground level. The term includes:~~

a. ~~**BACK-TO-BACK.** A structure which may be designed with walls shared with contiguous dwellings on at least two sides.~~

b. ~~**ROW.** A structure which is designed with walls shared with contiguous dwellings on no more than two sides and with openings on the main floor on two opposite sides of the dwellings.~~

1 **TOWNHOUSES, DETACHED.** Single-family or two-family dwellings within a unit-lot/base-lot
2 subdivision which share common open space areas, access to public rights-of-way, other
3 common elements, and/or storm water features with other dwellings.

4 ...
5
6 **Section 2.** City Code Section 1201.17 is hereby amended as follows. Text proposed to be added
7 is underlined; text proposed to be removed is ~~stricken~~.

8
9 **1201.17 R-3A, MULTIPLE-FAMILY RESIDENTIAL DISTRICT.**

10 Subd. 1. *Purpose.* The R-3A District is intended to provide a greater variety in the type of
11 housing units available within the community, while retaining the environment and character of
12 less intensive residential areas through carefully established bulk and lot area requirements to
13 produce developments between six and eight dwellings per acre.

14 Subd. 2. *Permitted uses.* The following are permitted uses in the R-3A District:

15 ~~a. Two-family dwellings; b. Townhouses containing eight or fewer dwelling units. and~~
16 ~~quadraminiums, as defined by § 1201.02, subject to the regulations and requirements of~~
17 ~~§ 1201.06;~~

18 ~~b.c. Multiple-family dwellings, containing four or less dwelling units.~~

19 ~~c. Age-restricted housing subject to Section 1201.03. Subd. 20 of this chapter.~~

20 Subd. 3. *Permitted accessory uses.* The following are permitted accessory uses in an R-3A
21 District:

22 a. Private garages, parking spaces and carports for licensed and operable passenger cars
23 and trucks not to exceed a gross weight of 12,000 pounds, as regulated by § 1201.03, Subd. 5
24 (off-street parking) of this chapter. Private garages are intended for use to store the private
25 passenger vehicles of the family or families resident upon the premises, and in which no
26 business, service or industry is carried on. ~~The space can be rented to nonresidents of the~~
27 ~~property for private passenger vehicles and/or noncommercial vehicles, trailers or equipment if~~
28 ~~sufficient off-street parking in full compliance with this chapter is provided elsewhere on the~~
29 ~~property.~~ The garage shall not be used for the storage of more than one commercial vehicle
30 owned or operated by a resident of the per-dwelling unit;

31 b. Swimming pools, tennis courts and other recreational facilities which are operated for
32 the enjoyment and convenience of the residents of the principal use and their guests;

33 c. Tool houses, sheds and similar buildings for storage of domestic supplies and
34 noncommercial recreational equipment;

35 d. Signs, as regulated by § 1201.03, subdivision 11 of this chapter;

36 e. Individual boat dock and customary beach accessories subject to § 1201.03, Subd. 14 of
37 this chapter.

1 Subd. 4. *Conditional uses.* The following are conditional uses allowed in an R-3A District:
2 (Requires a conditional use permit based upon procedures set forth in and regulated by
3 § 1201.04 of this chapter.)

4 a. ~~All conditional uses, subject to the same conditions, as allowed in the R-2C District;~~
5 Detached townhouses or subdivision of townhouses subject to Sections 1201.03 Subd. 16 and
6 1201.06.

7 b. Governmental and public regulated utility buildings and structures necessary for the
8 health, safety and general welfare of the community, provided that when abutting a residential
9 use in a residential district, the property is screened and landscaped in compliance with Section
10 1201.03 Subd. 2.g of this Chapter.

11 c. Residential planned unit development as regulated by § 1201.06, provided that:

12 (1) Land uses allowed in a planned unit development are limited to those land uses
13 listed as permitted uses, permitted accessory uses and conditional uses in this district.

14 (2) The proposed development complies with the development agreement as required
15 for planned unit developments, pursuant to § 1201.25.

16 ~~bd.~~ Residential facilities as defined in § 1201.02 of this chapter, licensed by the state and
17 serving no more than 16 persons;.

18 ~~ee.~~ Nursing homes as defined in § 1201.02 of this chapter, provided that:

19 (1) Side yards are double the minimum requirements established for this District and are
20 screened in compliance with § 1201.03, Subd. 2g of this code;

21 (2) The ~~site~~ shall be served by an arterial or collector street of sufficient capacity to
22 accommodate traffic which will be generated;

23 (3) All ~~signs ing and informational or visual communication devices~~ shall be in compliance
24 with § 1201.03, Subd. 11 of this code;

25 (4) All state laws and statutes governing the use are strictly adhered to and all required
26 permits are secured;

27 (5) Adequate off-street parking is provided in compliance with § 1201.03, Subd. 5 of this
28 code;

29 (6) One off-street loading space in compliance with § 1201.03, Subd. 6 of this code is
30 provided;

31 (7) The provisions of § 1201.04, Subd. 4d (1) of this code have been considered and
32 satisfactorily met.

33 Subd. 5. *Lot requirements and setbacks.* The following minimum requirements shall be
34 observed in an R-3A District, subject to additional requirements, exceptions and modifications
35 set forth in this chapter:

- 1 a. Lot area: Not less than 20,000 square feet.
- 2 ~~— (1) Two family: Not less than 20,000 square feet;~~
- 3 ~~— (2) All other: Not less than 30,000 square feet;~~
- 4 b. Lot width: Not less than 90 feet.
- 5 ~~— (1) Two family dwelling: Not less than 90 feet;~~
- 6 ~~— (2) All other: Not less than 100 feet;~~
- 7 c. Lot depth: Not less than 120 feet;
- 8 d. Setbacks:
- 9 (1) Front yard: Not less than 30 feet;
- 10 (2) Rear yard: Not less than 30 feet;
- 11 (3) Side yard: Not less than 15 feet on each side nor less than 30 feet on a side yard
- 12 abutting a street.
- 13 Subd. 6. *Building requirements.* Height: no structure shall exceed two and one-half stories, or
- 14 35 feet, whichever is ~~least~~ss.
- 15 Subd. 7. *Lot area per unit requirement*: ~~The following minimum lot area per unit requirements~~
- 16 ~~shall be calculated on the basis of the total net area in the project and as controlled by an~~
- 17 ~~individual or joint ownership.~~ Each property may be developed with no less than 5,445 square
- 18 feet of lot area per unit and no more than 7,260 square feet of lot area per unit.
- 19 ~~— a. Two family dwellings: Not less than 10,000 square feet;~~
- 20 ~~— b. All other dwellings: Not less than 7,000 square feet.~~
- 21
- 22 **Section 3.** City Code Section 1201.24 L-R, Lakeshore Recreational District is hereby amended
- 23 as follows. Text proposed to be added is underlined; text proposed to be removed is ~~stricken~~.
- 24 ...
- 25 Subd. 2. Permitted Uses. The following are permitted uses in the L-R District, as regulated
- 26 ~~herein with special limitations and conditions attached as provided in Subd. 9. Below.~~
- 27 a. Water harboring of boats at docks attached to land, including limited related service
- 28 facilities as hereinafter authorized, ~~is~~ subject to an annual operating license which shall be
- 29 issued only in accordance with the ~~following~~ standards and limitations listed in Subds. 5-8 of
- 30 this Section.
- 31 b. Townhouses (containing eight or fewer units per structure) or multiple-family housing,
- 32 in accordance with the standards and limitations in City Code Section 1201.26 and subject to
- 33 the density limitations indicated in the Comprehensive Plan in effect at the time the
- 34 development is approved.
- 35 c. Age-restricted housing subject to City Code Section 1201.03 Subd. 20.

1
2 Subd. 3. Permitted accessory uses. The following are permitted accessory uses in a L-R District:
3

4 a. The following are permitted accessory uses for water harboring of boats businesses:

5 (1) Off-street parking as regulated by § 1201.03, Subd. 5 and by § 1201.24, Subd. 8h of this
6 section;

7 (2) ~~b-~~ One clubhouse building, not exceeding 2000 square feet of floor area on the first floor
8 level. This building may be used for sale of limited items used in conjunction with
9 boating, including fishing bait and tackle, light accessory marine-line equipment, soft
10 drinks, prepackaged foods, shower and meeting rooms;

11 (3) ~~e-~~ One storage building, not exceeding 1200 square feet of floor area;

12 (4) ~~d-~~ Gasoline dispensing equipment (boat only) subject to design standards of the
13 Minnesota Uniform Fire Code, approval of the State Fire Marshall, the local Fire
14 Marshal, the Pollution Control Agency, Department of Natural Resources and other
15 applicable agencies and if authorized by the City Council. Sale of gasoline is limited to
16 those individuals renting or leasing dock slips, or launching boats from the subject site,
17 or, in the case of a yacht club, to members of the yacht club;

18 (5) ~~e-~~ Boat rental, in compliance with LMCD regulations and as authorized by the City
19 Council.

20 b. The following are permitted accessory uses to residential uses:

21 (1) Private garages, parking spaces and carports for licensed and operable passenger cars
22 and trucks not to exceed a gross weight of 12,000 pounds, as regulated by § 1201.03,
23 Subd. 5 (off-street parking) of this chapter. Private garages are intended for use to store
24 the private passenger vehicles of the family or families resident upon the premises, and
25 in which no business, service or industry is carried on. The garage shall not be used for
26 the storage of more than one commercial vehicle owned or operated by a resident of
27 the dwelling unit.

28 (2) Swimming pools, tennis courts and other recreational facilities which are operated for
29 the enjoyment and convenience of the residents of the principal use and their guests.

30 (3) Tool houses, sheds and similar buildings for storage of domestic supplies and
31 noncommercial recreational equipment.

32 (4) Signs, as regulated by § 1201.03, subdivision 11 of this chapter.

33 (5) Individual boat dock and customary beach accessories subject to § 1201.03, Subd. 14 of
34 this chapter.

35 Subd. 4. *Conditional uses.* The following are conditional uses in a L-R District: (Requires a
36 conditional use permit based upon procedures set forth in and regulated by § 1201.04.)

37 a. One single-family dwelling used as a caretaker residence and accessory to a water harboring
38 of boats use, provided that ÷

39 ~~—(1) The dwelling shall comply with the requirements of Chapter 1004 (Rental Housing) of~~
40 ~~this code.~~

41 ~~—(2) The provisions of § 1201.04, Subd. 1d(1) are considered and satisfactorily met;~~

42 b. Open and outdoor, dry land storage of boats and boat trailers as an accessory use to a
43 water harboring of boats use, provided that:

- 1 (1) The area is fenced and screened from view of neighboring residential uses or if abutting
- 2 an R District.
- 3 (2) Storage is screened from view from the public street right-of-way.
- 4 (3) Storage is landscaped to provide a buffer from all other public rights-of-way.
- 5 (4) Storage area is grassed or surfaced with pavement or class V, or the equivalent, to
- 6 control dust.
- 7 (5) Landscaping is provided in compliance with § 1201.03, Subd. 2g.
- 8 (6) Lighting shall comply with Subd. 8k of this section.
- 9 (7) Except for winter storage of boats, storage area does not take up parking space as
- 10 required for conformity to this chapter.

11 ~~(8) The provisions of § 1201.04, Subd. 1d(1) are considered and satisfactorily met.~~

12 c. Detached townhouses or subdivision of townhouse developments subject to review under

13 Section 1201.06 and Section 1201.03 Subd. 16 and Subdivision 1201.26 of this Chapter.

14 d. Residential planned unit developments as regulated by Section 1201.06, provided that:

- 15 (1) The uses allowed in a planned unit development are limited to those uses listed as
- 16 permitted, accessory or conditional uses listed in this section.
- 17 (2) The proposed development complies with the development agreement as required for
- 18 planned unit developments, pursuant to Section 1201.25.
- 19 (3) The proposed development complies with the regulations in Section 1201.26 Subd. 9.
- 20

21 Subd. 5. *Lot requirements and setbacks.* The following minimum requirements shall be

22 observed in a L-R District subject to additional requirements, exceptions and modifications set

23 forth in this chapter:

- 24 a. Lot area: Not less than ~~60,000~~ 40,000 square feet.
- 25 b. Lot width: Not less than 200 feet;
- 26 c. Lot depth: Not less than 150 feet;
- 27 d. Minimum sSetbacks:
 - 28 (1) Front yard: Not less than 35 feet;
 - 29 (2) Ordinary High Water Level or rear-yard: Rear yard: Not less than 50 feet ~~(from the~~
 - 30 ~~ordinary high water mark)~~ or as required by Section 1201.26 Subd. 9;
 - 31 (3) Side yard (for nonresidential uses):
 - 32 (a) From residential: Not less than 50 feet;
 - 33 (b) From nonresidential: Not less than 15 feet;
 - 34 (c) From ~~public right-of-way~~ trail rights of way: Not less than 10 feet ~~other than street.~~
 - 35 (4) Side yard (for residential uses) from property lines: equivalent to the height of the
 - 36 proposed structure.

37

38 Subd. 6. Maximum b*Building requirements height.*

39 a. Principal structures: 40 feet

40 b. the cClubhouse structure accessory to a water harboring of boats use: shall not exceed two

41 and one-half stories, or 35 feet, whichever is less. Other accessory structures shall not exceed

42 one story or 15 feet, whichever is less.

1 c. Other accessory structures: 15 feet or one story, whichever is less.

2
3 ...
4
5 **Section 4.** City Code Section 1201.03 Subd. 2 g. (2) *Semi-public, townhouses, multiple-family*
6 *dwelling, and all commercial properties in the C-2, C-2, and L-R zoning districts* is hereby
7 amended as follows. Text proposed to be added is underlined; text proposed to be removed is
8 ~~stricken~~.

9
10 g. *Required screening and landscaping.*

11
12 (2) *Semi-public, townhouses, multiple-family dwelling, and all commercial uses on*
13 *properties in the C-1, C-2, R-C and L-R zoning districts.* Prior to approval of a building permit, all
14 developments of semi-public, townhouse, multiple-family dwelling, all properties in the C-1
15 and C-2 zoning districts, and commercial uses in the R-C, L-R, and PUD zoning districts shall be
16 subject to a mandatory Landscape Plan requirement. The Landscape Plan must be developed
17 with emphasis on the following areas:

18 ...
19
20 **Section 5:** Section 1201.03 Subd. 2. u. Impervious Surface is hereby amended as follows. Text
21 proposed to be added is underlined; text proposed to be removed is ~~stricken~~.

22
23 u. *Impervious surface coverage.* All lots in Shorewood shall be subject to maximum ratios
24 of impervious surface to lot area as indicated below:

25 (1) For all lots that are not within the “S” shoreland district and not subject to the
26 regulations in Section 1201.26 of the zoning regulations.

27 (a) Residential and agricultural properties in the R-1A through R-2CR-3A
28 zoning districts: 33%.

29 (b) Properties ~~with residential uses~~ in the R-3A, R-3B, zoning district;
30 ~~properties in commercial districts (R-C, C-1, C-2, L-R) zoning districts;~~ and non-residential
31 properties in the R-1A through R-3B zoning districts: 66%, provided that any applicable permits
32 from other regulating jurisdictions are acquired and as follows:

33 (i) Improvements that will result in an increased rate of runoff
34 directly entering a public water shall have all structures and practices in place for the collection
35 and treatment of storm water runoff in compliance with the Shorewood Comprehensive Water
36 Resources Management Plan, the most current version of the Minnesota Stormwater Manual
37 guidelines, and applicable watershed rules, as may be amended.

38 (ii) Measures for the treatment of storm water runoff and/or
39 prevention of storm water from directly entering a public water include such appurtenances as
40 sediment basins (debris basins, desilting basins, or silt traps), installation of debris guards and

1 sump structures on storm water inlets, oil skimming devices, and the like.

2 (c) Properties in commercial districts (R-C, C-1, C-2, L-R) may exceed 66 %
3 with the approval of a conditional use permit subject to the requirements of Section 1201.04,
4 provided that any applicable permits from other regulating jurisdictions are acquired and as
5 follows:

6 (i) Impervious surface coverage shall not exceed 75%.

7 (ii) The standards in (1) (b) (i) and (ii) above and (2) (c) below are met.

8 (2) For all lots in the "S", shoreland zoning district and subject to the regulations in
9 Section 1201.26 of the zoning regulations: 25%, except that the following shall be allowed by
10 conditional use permit subject to the requirements of Section 1201.04 and the following:

11 (a) ~~Multiple family residential uses~~ Properties in the R-3A and R-3B zoning
12 districts may be allowed to exceed 25 percent but not greater than 66%, subject to the
13 conditions in (c) and (d) below.

14 ...

15
16 **Section 6.** City Code Section 1201.03 Subd. 4. e. Efficiency Apartments is hereby amended as
17 follows. Text proposed to be added is underlined; text proposed to be removed is ~~stricken~~.

18
19 e. *Efficiency apartments.* Except for elderly age-restricted housing, the number of efficiency
20 apartments in a multiple dwelling shall not exceed 5% of the total number of apartments.

21
22
23 **Section 7.** City Code Section 1201.03 Subd. 5 d. (8) Stall, aisle and driveway design is hereby
24 amended as follows. Text proposed to be added is underlined; text proposed to be removed is
25 ~~stricken~~.

26
27 (8) *Stall, aisle and driveway design.*

28 (a) *Parking space size.* Each parking space shall not be less than nine feet wide and
29 20 feet in length, exclusive of access aisles. Each space shall be adequately served by access
30 aisles.

31 (b) Except in the case of single-family, two-family, and townhouse ~~and~~
32 ~~quadraminium~~ dwellings, parking areas and their aisles shall be developed in compliance with
33 the standards in the Parking Lot Dimensions Table.

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38

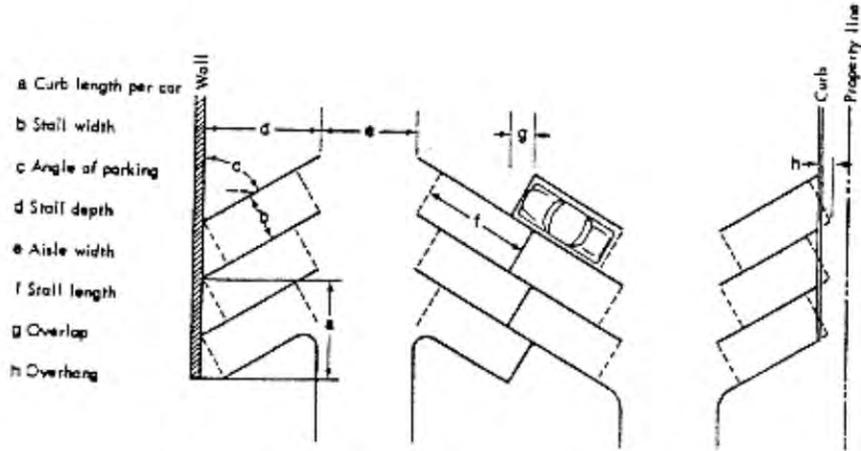
1

PARKING LOT DIMENSIONS TABLE*

Angle of Parking	Stall Width	Curb Length Per Car	Stall Depth	Aisle Width	Angle of Parking	Stall Width	Curb Length Per Car	Stall Depth	Aisle Width
0°	9'0"	23'0"	9'0"	12'0"	50°	9'0"	11'9"	20'5"	12'0"
	9'6"	23'0"	9'6"	12'0"		9'6"	12'5"	20'9"	12'0"
	10'0"	23'0"	10'0"	12'0"		10'0"	13'2"	21'0"	12'0"
20°	9'0"	26'4"	15'0"	11'0"	60°	9'0"	10'5"	21'0"	18'0"
	9'6"	27'10"	15'6"	11'0"		9'6"	11'0"	21'3"	18'0"
	10'0"	29'3"	15'11"	11'0"		10'0"	11'6"	21'6"	18'0"
30°	9'0"	18'0"	17'4"	11'0"	70°	9'0"	9'8"	21'0"	19'0"
	9'6"	19'0"	17'10"	11'0"		9'6"	10'2"	21'3"	18'6"
	10'0"	20'0"	18'3"	11'0"		10'0"	10'8"	21'3"	18'0"
40°	9'0"	14'0"	19'2"	12'0"	80°	9'0"	9'2"	20'4"	24'0"
	9'6"	14'10"	19'6"	12'0"		9'6"	9'8"	20'5"	24'0"
	10'0"	15'8"	19'11"	12'0"		10'0"	10'3"	20'6"	24'0"
45°	9'0"	14'0"	19'2"	12'0"	90°	9'0"	9'0"	20'0"	22'0"
	9'6"	14'10"	19'6"	12'0"		9'6"	9'6"	20'0"	22'0"
	10'0"	15'8"	19'11"	12'0"		10'0"	10'0"	20'0"	22'0"

* This table pertains to a wall to wall situation. In calculating dimensions, two feet may be subtracted from each stall depth for ~~each~~ overhang and overlap. No subtraction for overlap is allowed for angles greater than 60 degrees.

2



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9

(c) Within structures, the off-street parking requirements may be furnished by providing space so designed within the principal building or one accessory structure; however, unless provisions are made, no building permit shall be issued to convert the parking structure into a dwelling unit or living area or other activity until other adequate provisions are made to comply with the required off-street parking provisions of this chapter.

- 1 (d) Except in the case of single-family, ~~or~~ two-family, ~~townhouse and quadraminium~~
2 dwellings, parking areas shall be designed so that circulation between parking bays or aisles
3 occurs within the designated parking lot and does not depend upon a public street or alley.
4 Except in the case of ~~spaces directly in front of a garage for a~~ single, two-family, ~~or~~ townhouse
5 ~~and quadraminium~~ dwellings, parking area design which requires backing into the public street
6 is prohibited.
- 7 (e) No curb cut or driveway access shall be located less than 40 feet from the
8 intersection of two or more street rights-of-way. Minimum distance for commercial uses shall
9 be 60 feet. This distance shall be measured from the intersection of lot lines.
- 10 (f) No curb cut or driveway access shall exceed 25 feet in width, except on the
11 approval of the City Engineer.
- 12 (g) Curb cut or driveway openings shall be at minimum five feet, not including curb
13 radius, from side or rear property lines. Any driveway proposed within a drainage and utility
14 easement shall require approval by the City Engineer and shall be a minimum of ten feet from
15 any public utility main.
- 16 (h) Driveway access or curb openings on a public street except for single, two-
17 family, ~~and~~ townhouse ~~and quadraminium~~ dwellings shall not be located less than 40 feet from
18 one another.
- 19 (i) The grade elevation of any parking area shall not exceed 5%.
- 20 (j) Each property shall be allowed one curb cut or driveway access for each 120 feet
21 of street frontage. All property shall be entitled to at least one curb cut or driveway. Exception:
22 two-family dwellings may have two driveways.
- 23 (k) Except in the case of single-family dwellings, all areas intended to be utilized for
24 parking space and driveways shall be paved. Plans for surfacing and drainage of driveways and
25 stalls for five or more vehicles shall be submitted to the City Engineer for his or her review and
26 the final drainage plan shall be subject to his or her written approval.
- 27 (l) Curbing and landscaping:
28 ~~(i) Except for parking in front of a garage for~~ single-family, two-family, ~~or~~
29 townhouse ~~and quadraminium~~ dwellings, all open off-street parking shall have a perimeter curb
30 barrier of continuous poured concrete around the entire parking lot. The barrier shall not be
31 closer than five feet to any lot line. Grass, plantings or surfacing material shall be provided in all
32 areas bordering the parking area.;
- 33 ~~(ii) All commercial parking areas shall be brought into conformance with this~~
34 ~~provision within three years of the date of enactment of this chapter.~~
- 35 (m) Where metal buildings exist on commercial property, a perimeter curb barrier
36 shall be provided around the building no closer than five feet to the building wall.
- 37 (n) Except for single-family, two-family, ~~and~~ townhouse ~~and quadraminium~~
38 dwellings, all parking stalls shall be marked with white or yellow paint lines not less than four
39 inches wide.
- 40 (o) Any lighting used to illuminate an off-street parking area shall be so arranged as
41 to reflect the light away from adjoining property, abutting residential uses and public rights-of-
42 way and be in compliance with subdivision 2i of this section.
- 43 (p) Surfacing, curbing and striping required by paragraphs (k), (l) and (n) above may
44 be waived or delayed for parking lots in city parks, provided that drainage, traffic, dust control,

1 parking demand, vehicular control and proximity to residential development are taken into
2 consideration and provided that the improvements are incorporated into the city's Capital
3 Improvements Program and reviewed by the City Council annually.

4
5 **Section 8.** City Code Section 1201.03 Subd. 5. f. Setback area is hereby amended as follows.
6 Text proposed to be added is underlined; text proposed to be removed is ~~stricken~~.

7
8 f. *Setback area.* Off-street parking areas shall conform with the following setback
9 provisions:

10 (1) In residential districts, required off-street parking shall not be provided in
11 required front yards (or in required side yards abutting a street in the case of a corner lot) nor
12 within five feet of any side or rear lot line;

13 (2) In the case of single-family, two-family, and townhouse ~~and~~
14 ~~quadraminium~~ dwellings, parking shall be prohibited in any portion of the required front yard,
15 except designated driveways leading directly into a garage or one open, surfaced space located
16 on the side of a driveway, away from the principal use. The extra space shall be surfaced with
17 concrete, bituminous or crushed rock material;

18 (3) There shall be no off-street parking within 15 feet of any street surface;

19 (4) In any of the commercial districts (including the R-C District) no parking
20 space shall be located within 15 feet of any front property line or in any required side or rear
21 yard that abuts any of the classes of residential districts. In no instance shall parking space be
22 located within five feet of a side or rear property line except in the case of joint use parking
23 areas.

24
25
26 **Section 9.** City Code Section 1201.03 Subd. 5. h. Off-Street Parking Requirements is hereby
27 amended as follows. Text proposed to be added is underlined; text proposed to be removed is
28 ~~stricken~~.

29
30 h. *Number of spaces required.* The following minimum number of off-street
31 parking spaces shall be provided and maintained by ownership, easement and/or lease for and
32 during the life of the respective uses hereinafter set forth:

33 (1) Single-family, two-family, and townhouse ~~and quadraminium~~
34 units: two spaces per unit. Townhouses shall require 1 guest parking space for every ~~three~~
35 dwellings when located adjacent to a public street where no parking is permitted;

36 ...

37 (8) Elderly Age-restricted housing: ~~two parking spaces per unit two-~~
38 family or townhouses, see (1) above and multiple-family dwellings, see Section 1201.03 Subd.
39 20.

40 ...

41
42 **Section 10.** City Code Section 1201.03 Subd. 11 (Sign Regulations) g. (Permit Required) (9) is
43 hereby amended as follows: Text proposed to be added is underlined; text proposed to be
44 removed is ~~stricken~~.

1
2 (9) Temporary signs for properties available for sale, lease or rent. Such properties
3 may have the following additional signs:

4 (a) The maximum size of signs shall not exceed six square feet for single
5 family, two-family, ~~or townhouse or quadraminium~~ homes nor more than 20 square feet for
6 multiple family or nonresidential uses.

7
8
9 **Section 11.** City Code Section 1201.03 Subd. 11 (Sign Regulations) h. (General Regulations) (14)
10 is hereby amended as follows: Text proposed to be added is underlined; text proposed to be
11 removed is ~~stricken~~.

12 (14) Temporary signs for properties with construction not related to subdivision. One
13 additional temporary sign may be installed on any property where construction is occurring, but
14 shall not exceed six square feet for single-family, two-family, or townhouse ~~uses or~~
15 ~~quadraminium~~ nor more than 20 square feet for multiple family or nonresidential uses. The sign
16 shall be removed from the site when the construction project is finished or two years from the
17 initial installation, whichever comes first. The maximum height of such signage is eight feet.

18
19 **Section 12.** City Code Section 1201.03 Subd. 11 (Sign Regulations) i. (District Regulations) is
20 hereby amended as follows: Text proposed to be added is underlined; text proposed to be
21 removed is ~~stricken~~.

22
23 i. District Regulations. Subject to other conditions of this subdivision, the following signs
24 are authorized as specified below for each zoning district.

25 (1) Residential Districts (R-1A - R-3B and residential uses in the PUD and R-C
26 Residential/Commercial Districts)

27 (a) Commercial speech signs are not allowed for single-family, two-family, or
28 townhouse, ~~and quadraminium~~ uses, except for those authorized in Section 1201.03 Subd. 11 h. (9) and
29 (14).

30 (b) Allowed area of all signage on each property in residential zoning districts:

31

Use	Total Area of all Signs unless specified elsewhere in this subdivision
Single-family, two-family, quadraminium , and townhouses	8 square feet
Multiple Family	50 square feet
Non-residential Uses (Not including PUD and R-C districts)	50 square feet per each 10 acres

32
33 (c) Allowed freestanding signage on each property in residential zoning districts:
34

Use	Maximum Sign Area of a single freestanding sign*	Maximum Height of freestanding Signs	Maximum number of signs over 8 square feet
Single-family, two-family, quadrominiums , townhouse	8	6	0
Multiple Family	20	9	1
Non-residential Uses	20	9	1 per street frontage

* sign area is subject to limitation indicated in Section 1201.03 Subd. 11 h (1)(b)

(d) Allowed wall signage on each property in residential zoning districts:

Use	Maximum area of wall signs*	Maximum number of wall signs*
Single-family, two-family, quadrominiums , townhouse	Not permitted, except as allowed by Section 1201.03 Subd. 11 h (5).	
Multiple Family	10 percent of gross shillouette	1 per property
Non-residential Uses	10 percent of gross shillouette	1 per frontage

*Sign area is subject to limitation indicated in Section 1201.03 Subd. 11 h (1) (b)

Section 13. City Code Section 1201.03 Subd. 16 Subdivision of Two-Family or Quadraminium Lots is hereby amended as follows. Text proposed to be added is underlined; text proposed to be removed is ~~stricken~~.

Subd. 16. ~~Subdivision of two-family; or quadraminium~~ lots. The subdivision of base lots containing two-family ~~dwelling or townhouse~~ dwellings ~~or quadraminiums~~ to permit individual private ownership of a single dwelling within the structure is acceptable upon the approval by the City Council. Approval of a subdivision request is contingent on the following requirements.

a. Prior to ~~a two-family dwelling or a quadraminium~~ subdivision, the base lot must meet all the requirements of the zoning district.

b. There shall be no more than one principal structure on a base lot in all residential districts. The principal structure on unit lots created in a two-family or quadraminium by the subdivision will be the portion of the attached dwelling existing or constructed on the platted unit lots.

c. Permitted accessory uses as defined by the zoning districts are acceptable, provided they meet all the zoning requirements.

1 d. A property maintenance agreement must be arranged by the applicant and
2 submitted to the City Attorney for his or her review and subject to approval. The agreement
3 shall ~~insure-ensure~~ the maintenance and upkeep of the structure and the lots to meet minimum
4 city standards and provide a dispute resolution process. The agreement is to be filed with the
5 Hennepin County Recorder’s office as a deed restriction against the title of each unit lot.

6 e. Separate public utility service shall be provided to each subdivided unit and shall
7 be subject to the review and approval of the City Engineer.

8 f. The subdivision and maintenance agreement are to be processed and recorded
9 in conformance with the requirements of the Shorewood Subdivision Ordinance, Chapter 1202.

10
11
12 **Section 14:** City Code Section 1201.03 Subd. 20 Elderly Housing is hereby amended as follows.
13 Language proposed for insertion is underlined and language proposed to be removed is
14 ~~stricken~~.

15
16 Subd. 20. Elderly Age-Restricted housing.

17 a. *Purpose:* The purpose of this subdivision is to provide opportunities for ~~elderly age-~~
18 restricted housing within residential zoning districts and to maintain compatibility with other
19 uses within those districts.

20
21 b. ~~Conditional-Allowed use.~~ Elderly Age-restricted housing shall be allowed as a permitted
22 use in the L-R, R-3A and R-3B zoning districts subject to the conditions noted below and by
23 conditional use permit in the following zoning districts: R-1A, R-1B, R-1C, R-1D, R-2A, R-2B, R-
24 2C, ~~R-3A,~~ and R-C subject to the requirements in 1201.04 and 1201.06 (planned unit
25 development)-In addition subject to the following conditions noted below shall apply:

26 (1) ~~Elderly Age-restricted housing projects shall be processed as planned unit~~
27 ~~developments (P.U.D.) in compliance with § 1201.06 of this code;~~

28 (2) Occupancy of each dwelling unit shall be limited to no more than two adults, 62
29 years of age or older. Occupancy of dwellings which qualify as “housing for older persons”
30 under the Federal Fair Housing Act shall be limited to two adults, 55 years of age or older. The
31 occupancy limitations shall be memorialized in restrictive covenants approved by the city and
32 filed with the Hennepin County Recorder. Exception: the occupancy limitations stated above
33 shall not apply to one adult live-in care-provider serving the needs of the primary occupant(s)
34 or dependent children, provided that if the care-provider resides on the premises for more than
35 30 days, notice must be given to the Zoning Administrator;

36 (3) To continue to qualify for the elderly age-restricted housing classification, the
37 owner, homeowner’s association or agency shall annually file with the City Administrator/Clerk
38 and the Zoning Administrator a certified copy of a quarterly resume of occupants of the
39 building or buildings, listing the number of tenants or occupants by age, by unit;

40 (4) Adequate off-street parking must be provided in compliance with Subd. 5 of this
41 section. Parking plans must show room on the site for at least one garage space per dwelling
42 unit;

1 (54) Parking areas for five or more cars must be screened and landscaped from view of
2 surrounding residential property, in compliance with Subd. 2g of this section;

3 (65) All ~~signs ing and informational or visual communication devices~~ shall be in
4 compliance with Subd. 11 of this code.

5 ~~(7) All structures shall comply with the Minnesota State Building Code;~~

6 (86) ~~Elderly housing~~ Parking for multiple-family age-restricted dwellings:
7 ~~(a) Two family, quadraminium, or townhouse housing: two parking spaces~~
8 ~~per dwelling unit plus 1 guest parking space for every three dwelling units when located~~
9 ~~adjacent of a public street where no parking is permitted.~~
10 ~~(b) Multiple family dwellings: one and one-half parking spaces per dwelling~~
11 ~~unit.~~

12 (7) Density and Lot Size:
13 ~~(ae) R-3A and R-C: 12 units per acre. All other districts in the R-3B, the density~~
14 shall be based on the Comprehensive Plan and the rules of the ~~R-3B~~ applicable zoning district.
15 ~~(bd)~~ For purposes of calculating density, assisted living dwelling units shall be
16 counted as one-half dwelling unit.

17 ~~(9)~~ (c) The minimum site size for ~~elderly age-restricted~~ housing projects shall be
18 three acres;

19

20 ~~(108)~~ Dwelling units may be detached or attached but multiple principal buildings shall
21 be reviewed as a conditional use subject to Section 1201.06;

22 ~~(119)~~ Building heights shall be limited to one and one-half stories in all districts except
23 the R-3A, R-3B, ~~L-R~~, and R-C zoning districts in which buildings may be three stories;

24 ~~(1210)~~ Where allowed, multiple-family ~~elderly age-restricted~~ housing must have
25 elevator service to each floor;

26 ~~(1311)~~ Usable open space as defined in this chapter is equal, at a minimum, to 20% of
27 the gross lot area. Usable open space shall mean areas under common ownership and include
28 landscaped areas, complimentary structures and improvements, such as pools, tennis courts
29 and the like, for the benefit and enjoyment of the residents of the development but not
30 including parking lots and storm water ponds.

31 ~~(1412)~~ The provisions of § 1201.04 Subd. 1d(1) where applicable, are considered and
32 satisfactorily met.

33 c. *Fees reduced.*

34 (1) Park dedication fees as required in ~~§ 1202.07~~ Chapter 1202 of City Code except
35 that assisted living dwellings shall be charged park dedication using each dwelling as .25 of a
36 resident dwelling fee. Memory care uses or structures shall be charged according to the same
37 rate as commercial property. this code and

1 (2) Local sanitary sewer access charges as required in Section 904.18 Subd. 1 of
2 ~~this code City Code~~ shall be charged on the basis of total number of units proposed with credit
3 for the per unit fee previously paid.

4 (3) Water connection charges shall be as required by Section 903.04 of City Code
5 with credit for the per unit fee previously paid. ~~the development potential of property as~~
6 ~~currently zoned. Fees shall not be charged for additional residential units achieved under b (8)~~
7 ~~(b) of this subdivision.~~

8
9 **Section 15.** City Code section 1201.25 (PUD, PLANNED UNIT DEVELOPMENT DISTRICT) Subd. 4
10 (General requirements and standards) I. is hereby amended as follows. Language proposed for
11 insertion is underlined and language proposed to be removed is ~~stricken~~.

12
13 I. ~~Townhouse, quadraminium, and multiple-family dwelling uses.~~

14 (1) No single townhouse structure shall contain more than six dwelling units.

15 (2) Townhouses, ~~quadraminiums,~~ and multiple-family dwelling uses shall be
16 subdivided on an individual unit basis according to the provisions of Subd. 4e(3) of this section.

17 (3) Subdivided townhouse dwellings may be accessed by private streets when the
18 street is designed to fire lane standard as indicated in Minnesota State Fire Code Appendix D as
19 may be amended from time to time.

20 (4) Multiple principal buildings, including detached townhouses, may be allowed but
21 must be separated (measured from finished wall to finished wall) as follows:

22 (a) Townhouses structures: 15 feet

23 (b) Multiple-family structures: 20 feet

24
25
26 **Section 16: Effective Date.** This Ordinance XXX shall take effect upon publication in the City's
27 official newspaper.

28
29 ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD, MINNESOTA this xxth day of xx,
30 2025.

31
32
33
34 _____
JENNIFER LABADIE, MAYOR

35 ATTEST:

36
37 _____
38 SANDIE THONE, CITY CLERK
39

**CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

RESOLUTION 25-025

**A RESOLUTION APPROVING THE PUBLICATION OF
ORDINANCE 616 REGARDING ZONING REGULATIONS TO IMPLEMENT THE COMPREHENSIVE
PLAN DIRECTION FOR MEDIUM DENSITY RESIDENTIAL USES**

WHEREAS, at a duly called meeting on February 24, 2025, the City Council of the City of Shorewood adopted Ordinance No. 618 entitled “Amending the Shorewood City Code Chapter 1201 to implement the Comprehensive Plan direction for Medium Density Residential Uses”; and

WHEREAS, the City Council adopted a lengthy ordinance amending City Code Chapter 1201 (Zoning Regulations) to amend the R-3A and L-R zoning districts and other provisions of City Code (including but not limited to definitions, impervious surface coverage, elderly housing and parking) to allow properties guided for Medium Density Residential in the Comprehensive Plan to be developed consistent with the Plans direction; and

WHEREAS, the purpose of this summary is to inform the public of the intent and effect of the ordinance but to publish only a summary of the ordinance with the full ordinance being on file in the office of the City Clerk during regular office hours and available on the city’s website.

NOW THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD:

-
1. The City Council finds that the above title and summary of Ordinance No. 616 clearly informs the public of the intent and effect of the ordinance.
 2. The City Clerk is directed to publish Ordinance No. 616 by title and summary, pursuant to Minnesota Statutes, Section 412.191, Subdivision 4. Such summary is to be substantially the same as the attached ordinance.
 3. A full copy of the ordinance is available at Shorewood City Hall and on the city’s website.

Adopted by the City Council of Shorewood, Minnesota this 24th day of February, 2025.

Jennifer Labadie, Mayor

Attest:

Sandie Thone, City Clerk



Title/Subject: Pavement Management Plan
Meeting Date: Monday, February 24, 2025
Prepared by: Andrew Budde, City Engineer
Reviewed by: Matt Morreim, Director of Public Works
Attachments: Pavement Management Plan

Background:

City Council authorized the preparation of the Pavement Management Plan (PMP) at the June 10, 2024, council meeting. The PMP is a comprehensive strategy that assesses the condition of our pavements, prioritizes maintenance and rehabilitation activities, and estimates future funding needs. Developing a PMP offers significant benefits to the city, including:

- **Improved road conditions:** The PMP helps us identify and address pavement issues before they become major problems, leading to smoother, safer roads for all users.
- **Cost savings:** By prioritizing maintenance and repairs, the PMP helps avoid costly emergency repairs and extend the life of our existing pavements.
- **Data-driven decision making:** The PMP provides objective data to guide investment decisions regarding our road network.
- **Enhanced planning and budgeting:** A long-term funding plan within the PMP allows for more efficient budgeting and resource allocation for pavement maintenance.

The development of the PMP involved the following:

1. **Data collection:** Existing data on road age, roadway usage, and recent maintenance history was compiled and mapped.
 - a. Roadway usage was ranked on a score of 1 through 3, where a score of 1 typically have higher ADT and are collector or Municipal State Aid routes; a score of 2 are smaller thru streets or longer dead ends; and a score of 3 is a dead end or cul-de-sac that serves less than 25 homes.
 - b. Maintenance effort was ranked by public works staff and a score of 1 represents high maintenance effort and a score of 3 is low maintenance effort
 - c. Pavement conditions were determined by Vaisala RoadAI and all roads were driven in November 2025.
2. **Weighted rankings:** The assessment of the road network incorporated a weighted ranking system that prioritized roadways with higher roadway usage, higher levels of required maintenance, and low pavement condition score. A priority was put on roadways with high maintenance efforts.
3. **Maintenance Strategies:** Based on the weighted rankings the priority streets were identified for the 2025 mill & overlay project and a preliminary list for the 2027 mill & overlay project. Mill & overlay is the most economical method for addressing a

majority for the streets with the lowest weighted ranking. It is recommended that any newly reconstructed or resurfaced roadways continue to have routine maintenance of crack sealing, patching, and pavement sealing. No roadways are programmed for reclamation or reconstruction in the near term. It is anticipated that these higher cost maintenance options be delayed until there is a need for the addition or replacement of watermain, sanitary sewer, and storm sewer.

4. **Financing & Funding:** The cost associated with maintaining an average pavement condition rating between 75 – 80 for the 50 miles of roadway throughout the city with mill & overlay is estimated to be about \$750,000- \$1.0M or year or \$1.5M- \$2.0M every other year. This equates to milling & overlaying about 2 miles of roadway on an annual basis.

It anticipated that this Pavement Management Plan is a living document and that it would be updated annually to biannually as additional data is collected, maintenance technologies are improved, and as city priorities shift. Future versions of this PMP will be presented and approved by the city council.

Financial or Budget Impact:

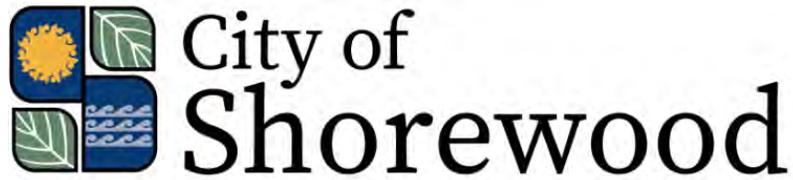
The PMP will provide the City with strategic and data driven financial planning.

Action Requested:

Staff recommend the city council approve the resolution authorizing approval of the Pavement Management Plan and continue to implement the recommendations in future budgets and capital improvement planning.

A majority vote of the Council is required.

Pavement Management Plan



**Prepared by Bolton & Menk and the City of Shorewood
Public Works Department
February 19, 2025**

Certification

City of Shorewood Pavement Management Plan

February 19, 2025

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

By: 

Andrew L. Budde, P.E.
License No. 46585

Date: February 19, 2025

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I. INTRODUCTION

A. IMPETUS

This Pavement Management Plan (PMP) covers the proposed pavement improvements and maintenance for the City of Shorewood over the next several years. The plan was authorized to provide an organized and efficient means of managing the city's pavements in a fiscally responsible manner. The ultimate goal is to develop a "living" document, which can be updated on a regular basis, and maintain a safe and usable local transportation system for the traveling public for the preceding 10-year capital improvement plan. This document is intended to serve as a guide to improve the efficiency of the decision-making process and ensure consistency of the decisions pertaining to the project scope and the funding approach for future infrastructure improvement projects.

B. REPORT ORGANIZATION

To address the various projects in an orderly manner, the report is organized into 6 sections as follows:

- Section 1: Introduction
- Section 2: Existing Conditions
- Section 3: Improvement Methods
- Section 4: Improvement Plan 2025 & 2027
- Section 5: Financing & Funding
- Section 6: Next Steps

C. SCOPE

The scope and content of this report is the result of many factors and items, including but not limited to the following:

- Meetings and discussions with city staff & council
- Pavement evaluations utilizing Vaisala RoadAI
- Record drawing and as-built information
- Existing identified maintenance concerns
- Strategic buildout of future watermain or other underling utility needs

City roads are often considered to be the highest priority due to their visible and daily use by the travelling public. Therefore, the goal of the plan is to upgrade structurally deficient roads and maintain them in a serviceable and reliable condition. The municipal utilities (sanitary sewer, watermain, and storm sewer) were not televised or evaluated as part of the scope of work of this project, however they can be major factors in determining pavement management priorities and should be

considered on an annual basis. The report objectives can be summarized by the following:

- Outline existing pavement status and needs.
- Fully fund pavement maintenance projects throughout the program period and distinguish fund allocation between the use of local road maintenance funds and Municipal State Aid (MSA) funds.
- Develop a pavement maintenance program for all the city's roads.

II. EXISTING CONDITIONS

A. BACKGROUND

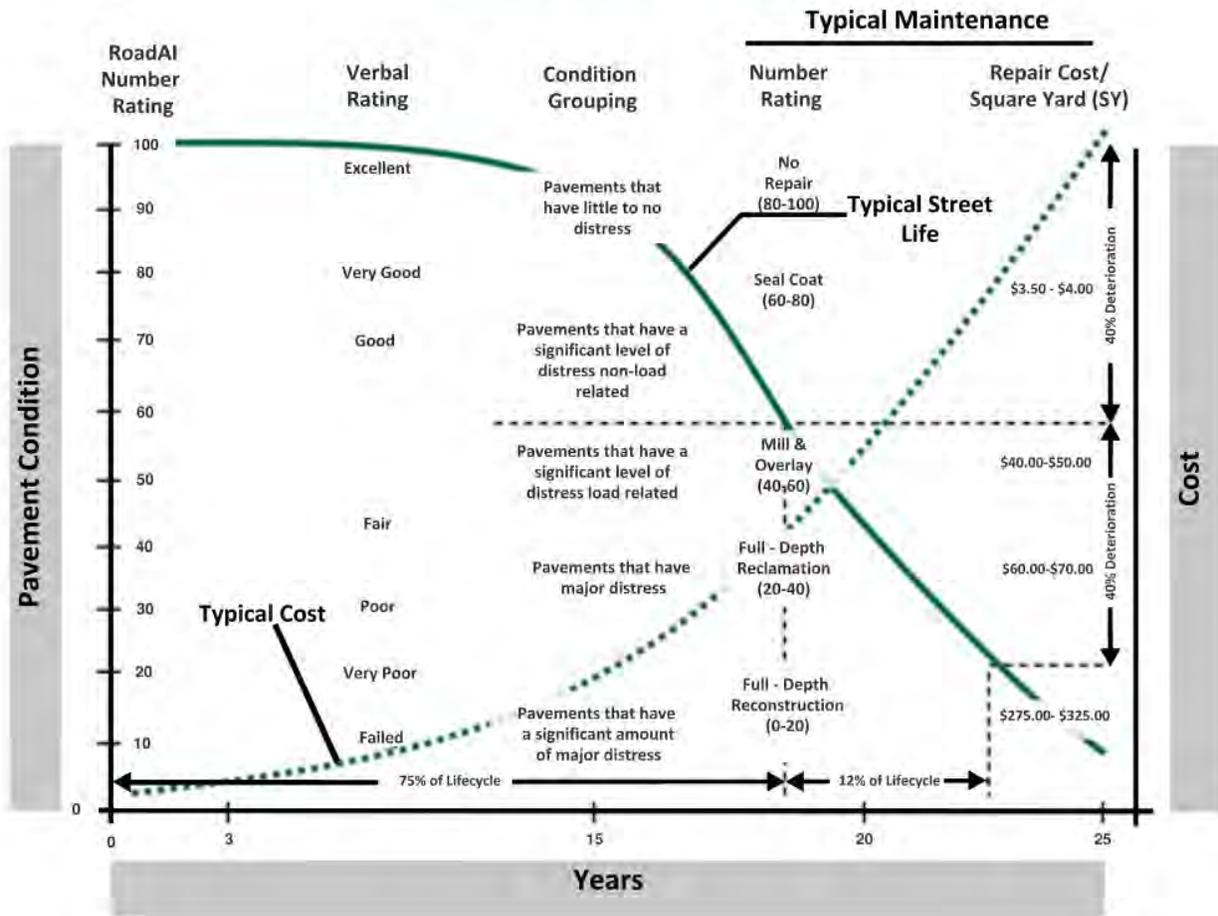
Shorewood maintains approximately 50 miles of roadway and 15+ parking lots of various sizes. Shorewood last completed a Pavement Management Plan in 2009. The document provided a 20-year outlook that included recommendations for roadway improvement projects and ongoing maintenance schedules. It appears that the document was generally followed in the short term but over time diverged the city away from the plan recommendations and was not updated accordingly. Diverging away from a static 20-year plan is typical of most cities due to changes in staff, council, finances, priorities, and other factors. As the plan diverged, road data and pavement conditions were tracked in a spreadsheet that utilized the PASER system.

B. PAVEMENT LIFECYCLE

Newly constructed bituminous roads can be expected to last 20 to 30 years if the City is performing little to no maintenance. Selecting the proper pavement maintenance practice at the appropriate time can increase this life expectancy to beyond 40 years. Figure 1 shows a graphical representation of the bituminous pavement life cycle. The figure shows the condition of the pavement will decrease over time as repeated freeze and thaw cycles, traffic loading, water, sun, etc. begin to wear on the pavement structure. It is important to note that the older the pavement becomes the more costly the appropriate maintenance becomes.

Figure 1:

Typical Pavement Lifecycle



C. ROAD AGE

Shorewood’s road network has developed over a long period with several roadways existing prior to 1937. The city grew in a segmented pattern with an initial focus on access to lake frontage and agricultural uses. Over time the agricultural areas developed into rural residential lots and single-family residential generally outward from Excelsior, County Road 19, and Smithtown Road. In the early 1970’s sanitary sewers were added to the area and most roads were reconstructed in that process. Most recently the city developed Minnetonka Country Club into single family neighborhoods and there are smaller developments that continue to develop remaining large parcels. Figure A in Appendix A shows the approximate road ages.

D. ROAD CLASSIFICATIONS

The City of Shorewood contains several different classifications of roads within or bordering its city limits. This includes a makeup of private, local, local Municipal State Aid, one county highway, and one state highway. Maintenance of private

roads, county highways, and state highways are not Shorewood's responsibility and are not part of this plan. Figure B in Appendix A shows the Road Usage map of city owned and maintained roads.

E. PAVEMENT RATINGS

This plan utilizes three factors in determining a pavement rating and includes: pavement condition, maintenance effort, and road usage.

a. Pavement Condition

Every local road section in the city was evaluated using Vaisala RoadAI. The data is collected by mounting a cellphone camera on the hood of a vehicle and recording a video. The Vaisala RoadAI program is an automated intelligence software that analyzes video images of the roadway surface and applies a rating based on defects such as distress, cracks, potholes, edge deterioration, raveling, bleeding, and accounts for maintenance improvements such as pothole and crack repairs. The software analyzes every frame therefore reduces human error and subjectivity.

The City has utilized the RoadAI Software over the past two years to analyze pavement conditions. Factors that affect what is captured through the camera include but are not limited to:

- Speed of the vehicle recording the video footage
- Angle of the camera facing the roadway corridor
- Lighting conditions
- Debris, leaves, obstructions on the roadway corridor
- Location of the camera mount

Due to the aforementioned factors, pavement ratings can vary due to the aforementioned factors, but staff have been improving data results as we continue to use the system.

RoadAI formulates a pavement condition based on the deficiencies observed and can report the information in a variety of ways. Staff can review the videos and variables that created the pavement condition to verify the information. The RoadAI data used in this plan was captured by City the Public Works Department in the fall of 2024. Staff plans to capture video in the spring and the fall of each year to track both the deterioration and improvements to the pavement over time. This data will be utilized to update this plan as needed. The pavement surface condition is based on a ranking of 0-100 with 0 being the worst condition pavement and 100 being the best. For example, a RoadAI rating of 10 for a pavement has completely failed and requires the complete removal and replacement of the entire roadway section. Conversely, a rating of 100 is a newly

constructed or reconstructed pavement that requires little to no maintenance in the near term other than pavement sealing.

Table E.1 (Rating from RoadAI Data)

Pavement Condition (RoadAI Data Collected)	Maintenance or Construction Method to be Utilized
0-20	Complete reconstruction or reclamation including adjacent curb and gutter.
20-40	Deeper mill & overlay, reclamation, and spot full depth repairs. Benefits from added pavement strength.
40-60	Mill and Overlay
60-70	Seal coat (fog or clear) and crack seal as needed.
80-100	Seal coat (fog or clear) and crack seal as needed.

Pavement conditions calculated by Vaisala RoadAI are shown in Appendix A; Table E.2: Pavement Condition-Alphabetical Order and Table E.3: Pavement Condition- Ranking Order or average pavement condition. The average pavement condition rating for all the streets in 2025 is 75-80. Future evaluations will incorporate a weighted average to account for street length and further break out roadways into shorter more manageable segments.

b. Maintenance Effort

The second factor in determining a road rating is the maintenance effort. This is the amount of maintenance effort that public works staff or its contractors are putting towards maintaining individual roadways in recent years. Maintenance efforts are considered short-term fixes but tend to take a lot of staff time to complete. Maintenance efforts include pothole patching, crack filling, skim patching and material, or other operations necessary to maintain safe and functioning roadways. The maintenance effort scale follows a 1-3 rating system where 1 would represent high or recurring maintenance efforts, and 3 would represent a low or very minimal maintenance effort. Maintenance Effort is geographically shown on Figure C: - City Maintenance efforts and is identified in Table E.4 (Pavement Condition – Weighted Ranking Order).

c. Road Usage

The third factor in determining road rating is road usage. This factor puts a priority on roads that are more heavily used and more visible by the traveling public. Road usage is obtained through several variables such as the number of vehicles using a roadway or average annual daily traffic (AADT) when available, its connecting roadways, and the number of parcels that the roadway serves. The scale uses a 1-3 ranking system where 1 represents high road use and includes roadways with higher AADT, Municipal State Aid (MSA) Roadways, frontage roads, and roadways with direct connection to county and state highways. A ranking of 2 represents roadways that are thru roadways, large loops, and longer dead-end roadways that provide serviced to 25 parcels or more. A ranking of 3 represents roadways which are commonly classified as dead-end roads or cul-de-sacs serving less than 25 parcels. Road usage is graphically shown on Figure B: Road Usage and is identified in Table E.4 (Pavement Condition – Weighted Ranking Order).

d. Weighted Rankings

Applying all 3 factors: pavement condition, maintenance effort, and road usage creates a weighted ranking system. The ranking is classified on a scale of 80 -200. The higher the rating, the better overall condition the roadway is in. The weighted ranking system currently applies a factor of 30 to road maintenance and a factor of 10 to road usage and utilizes the equation: $\text{Weighted Ranking} = (\text{Pavement Condition} + (\text{Maintenance Effort} \times 30) + (\text{Roadway Usage} \times 10))$. This weighted ranking system is a major contributor to selecting roadways in need of surface improvements.

III. IMPROVEMENT METHODS

A. PROCESS OF DETERMINATION: IMPROVEMENT METHODS

Staff utilizes a step-by-step procedure to analyze and provide a pavement condition rating and its respective improvement method on an annual or biannual basis. The Public Works Department collects video footage using Vaisala RoadAI camera software to generate a pavement condition.

The data collected helps pinpoint roadways in neighborhoods that are in need of maintenance or repair. Staff reviews the roadways and their adjacent neighborhoods for drainage concerns, existing utility issues and ages if known, and reviews feasibility of incorporating new public utilities in the roadways to serve residents. Utility reviews are taken into consideration for implementing pavement reclamation projects or reconstruction projects.

If the roadway becomes a candidate for reclamation or reconstruction in the near future, the roadway data yields deteriorating pavement conditions at a high rate and utility as-built reviews portray a need for utility and drainage repairs or installation. If the severity of the pavement condition is manageable, the roadway is further analyzed to determine if it is a candidate for a mill & overlay, seal coat, or a crack fill project. A description of each improvement method is explained further below.

B. ROAD RECONSTRUCTION

Road reconstruction is the full replacement of the existing bituminous, aggregate base, and associated drainage systems. In this plan, road reconstruction is intended to be considered when there are major repairs needed to underlying sanitary sewer, watermain and storm sewer or where watermain would be expanded into areas not currently served. If major repairs are needed to sanitary, watermain and storm sewer, less invasive repair methods will be explored to minimize overall project costs and disruptions to residents. Typically, most maintenance efforts on a roadway slated for full reconstruction are deferred except for maintenance that ensures safety and reduces liability for the city. In general, road segments with a pavement condition of 0 to 20 are reconstruction project candidates. These reconstruction projects are typically designed to be performed every 50-60 years with regular pavement maintenance practices occurring through the life of the pavement. The average cost for a road reconstruction project can vary between the range of \$275 to \$325 per square yard of roadway pavement.

C. RECLAMATION

Full depth reclamation is a pavement rehabilitation technique in which the full pavement section and a portion of the underlying aggregate materials are uniformly pulverized and blended to produce a homogeneous stabilized based material similar

to Aggregate Base Class 5. This material is then modified to the correct thickness and elevation, compacted, and paved over with new bituminous asphalt.

Reclamation is commonly used when

- The pavement failure is not related to subgrade deficiencies
- There are minimal utility replacement needs
- No significant drainage concerns are present
- An adequate thickness of bituminous and aggregate base materials exist and underlying subgrade materials have not migrating into the base materials.

In general, road segments with a pavement condition of 40 or lower are reclamation project candidates. Pavement coring can help determine the underlying condition of the roadway if reclamation is in question for best management practice.

Reclamation projects are typically designed to be done every 20 years with regular pavement maintenance practices occurring through the life of the pavement. The average cost for a reclamation project can range from \$60 to \$70 per square yard of roadway pavement.

D. MILL & OVERLAY

The typical construction method consists of milling, or grinding off a uniform thickness, typically 1.5 inches or 2 inches for residential roads, and then overlaying the roadway with the same amount of bituminous pavement. Milling & overlaying does not increase the overall pavement strength. However, additional overlay thickness can be added in some areas to increase the strength of the roadway. Another method for urban roadways with curb & gutter, is to mill along the curbs at 1.5 inches thick and taper to 0.5 inches near the center of the roadway to remove surface irregularities and previous surface treatments such as seal coats & crack seals. Next, spot curb repairs and installation of leveling course to restore the crown of the road before the final lift of pavement is placed. In general, road segments with a rating of 60 or lower were deemed in need of a mill and overlay. Mill and overlay projects are typically designed to be done every 10-15 years with regular pavement maintenance practices occurring through the life of the pavement. The average cost for a mill and overlay can range from \$40 to \$50 per square yard of roadway pavement.

E. PAVEMENT MAINTENANCE

The below items are considered pavement maintenance that are completed on a routine basis and are typically lower cost items that extend the life of pavements.

a. Seal Coat

A seal coat consists of the application of emulsified asphalt and loose aggregate to the existing surface. After the specified “curing” time of a few days, the

excess aggregate is swept up and removed. Seal coating is typically used throughout the life of a pavement. Seal coats are most effective when used on new pavements in those in relatively good condition. This method is used to provide a new driving surface and to re-seal the pavement surface which provides protection from weathering. The useful life of a sealcoat is generally 5 to 7 years depending on the type of materials used and the condition of the pavement to which it is applied. Seal coating can help fill minor surface voids and is a surface treatment that should not be used to correct surface potholes and irregularities. The average cost for a seal coating project can range from \$3 to \$4 per square yard of roadway pavement.

b. Clear Pavement Sealers

Clear pavement sealers are an emerging maintenance practice that penetrates the asphalt and protects the surface from oxidation and becoming brittle. Most clear sealers on the market are propriety with variable costs and benefits. The current best practice is to apply a clear sealer over pavements that are only 0-2 years old and can be reapplied in 5-8 years. An additional benefit to these products is that they can be applied over existing pavement striping which makes them ideal for parking lots and higher use city roads that have pavement markings. This eliminates additional costs of re-striping the pavement and is about 25-30% of the cost of a mill and overlay project. This does not help fill minor surface voids in the same way that seal coating does. Clear pavement sealers are slightly more expensive than chip seals. However, convenience of these products to the traveling public justifies the added cost and the performance. The average cost for clear pavement sealers can range from \$3.50 to \$4.50 per square yard of roadway pavement.

c. Fog Sealer

Fog seals are similar to clear pavement sealers in that they seal and protect the surface of pavements from oxidizing, however they do not penetrate the asphalt and slowly wear off over time. Fog seals are typically applied on pavements showing signs of surface aging and create a “like new” visual appearance. If fog seals are used in parking lots or roads that have pavement markings they will need to be re-striped. This practice cost is comparable to a seal coat operation but does not help fill minor surface voids in the same way that seal coating does.

d. Crack Seal

Cracking is the first and most common type of deterioration in pavements. Maintenance neglect of cracks leads to accelerated cracking, alligator cracking, potholing and a reduced pavement life. Crack sealing involves cleaning cracks with high pressure air and placing liquid asphalt material into and above the cracks. The goal of crack sealing is to prevent water intrusion into the pavement. Cracks may be routed prior to cleaning to create a larger, more uniform cracks to allow the liquid asphalt material to expand and contract with weather. Crack

sealing is recommended to occur on an annual basis to all roads with an emphasis on newly paved roads and roads prior to pavement sealing.

e. Recommendations

To maximize the life of the city's pavements, it is recommended that the city roads are crack sealed on an annual basis and the pavement sealers applied within the first year or two of paving. These sealant methods help eliminate additional cracks and spaces to form, preventing water from penetrating the pavement section. Pavement sealers can be reapplied in a 5 to 7-year cycle. Care and records should be kept for all pavement sealer applications as many of the products and applications may not function as intended if other types of pavement sealers have been applied previously.

IV. IMPROVEMENT PLAN

This improvement plan is intended to be updated on an annual or bi-annual basis to account for updated data, changing technologies, best maintenance practices, and change in city priorities. The data obtained by updating the report for a 5 to 10-year outlook is critical in establishing an accurate and consistent capital improvement plan (CIP). Currently, most of Shorewood's roadways are in a mill & overlay cycle improvement. Mill and overlay is the most economical method to extend the pavement's life and provide an opportunity to address minor drainage issues. The city has allocated \$700,000 plus 5% inflation per year for a biannual mill & overlay project in its CIP. An additional \$50,000 per year is proposed in the general budget for road maintenance that is performed by public works staff. This additional funding is proposed to cover costs of typical short-term corrections such as skim patching, pothole filling and other miscellaneous maintenance activities until the roadway is due for pavement rehabilitation. Road improvements occurring over the next few years are detailed below and in Figure D.

A. 2025 MILL & OVERLAY PROJECT

The 2025 project is the first year to implement the proposed recommendations from the pavement management plan. Roadways to be included in the 2025 mill & overlay project are:

- | | | |
|-----------------------|---------------------|--------------------|
| -Boulder Bridge Drive | - Eureka Rd (North) | -Shorewood Oaks Dr |
| -Boulder Bridge Lane | - Maple Leaf Circle | - Smithtown Circle |
| -Burlwood Court | - Oak Leaf Trail | -Sylvan Lane |
| -Country Club Rd | -Orchard Circle | -Wild Rose Ln |
| | | -Yellowstone Trail |

*See Appendix A: Figure D for map

Eureka Road north of Smithtown Road has been planned for improvements in the CIP for the year 2025 and has a CIP budget of \$630,000.

B. 2027 MILL & OVERLAY PROJECT

The 2027 project includes the milling and overlaying of loop roads, some thru roads and local roads. The complete list of 2027 Mill & Overlay candidates are listed below, and are subject to change:

- Anthony Terrace
- Brentridge Drive
- Brynmawr Place
- Chartwell Hill
- Covington Ct.
- Muirfield Circle
- Pine Bend
- Vine Ridge Rd
- Vine Street
- Waterford Circle
- Waterford Court
- West Lane
- State HWY 7 Service Rd
(Covington Rd Area)

*See Appendix A: Figure D for map

V. FINANCING & FUNDING

A. FINANCING

Based on discussions to date, it is anticipated that the city will utilize funds from the general tax levy or roadway reconstruction bonds to fund projects listed in the CIP. An additional funding option is to use Municipal State Aid (MSA) funds on eligible roadways. As of December 31, 2024 Shorewood has an MSA fund balance of \$1,993,188.00.

B. FUNDING AND THE RELATION TO CITY WIDE PAVEMENT CONDITION INDEX

In order to maintain a targeted average pavement condition index of 75% to 80%, funding for the roadway improvements and maintenance is proposed to be utilized from the following sources:

- General Tax Levee
- Road Reconstruction Bonds
- Municipal State Aid
- Sewer Fund
- Water Fund
- Stormwater Fund

The average pavement condition for all roads is projected to decrease by 2.5% per year with ongoing routine pavement maintenance practices such as pavement seals, crack seals, and pothole patching. To maintain a pavement condition rating between 75% to 80%, the city will need to mill & overlay 1.9 miles of roadway per year on average. With the 50 miles of roads in the city, it will take 26 years to mill & overlay all of its roads. It is anticipated that within this mill & overlay cycle there will be streets that will be fully reconstructed or reclaimed due to underlying utility needs that will remove them from the mill & overlay cycle, therefore shortening that time frame in which all streets are completed. The cost to mill & overlay one mile of road at 1.5-inch thickness, in 2025 dollars, is approximately \$500,000. The city should be budgeting \$750,000 to \$1.0 million every year or \$1.5 million to \$2.0 million dollars every other year for mill & overlay projects.

C. OTHER FUNDS

The availability for grant funds or other non-city funding sources for the proposed projects will be evaluated for each project. Depending on project location, project scope, future legislation, project partners, etc., these potential funding sources include, but are not limited to:

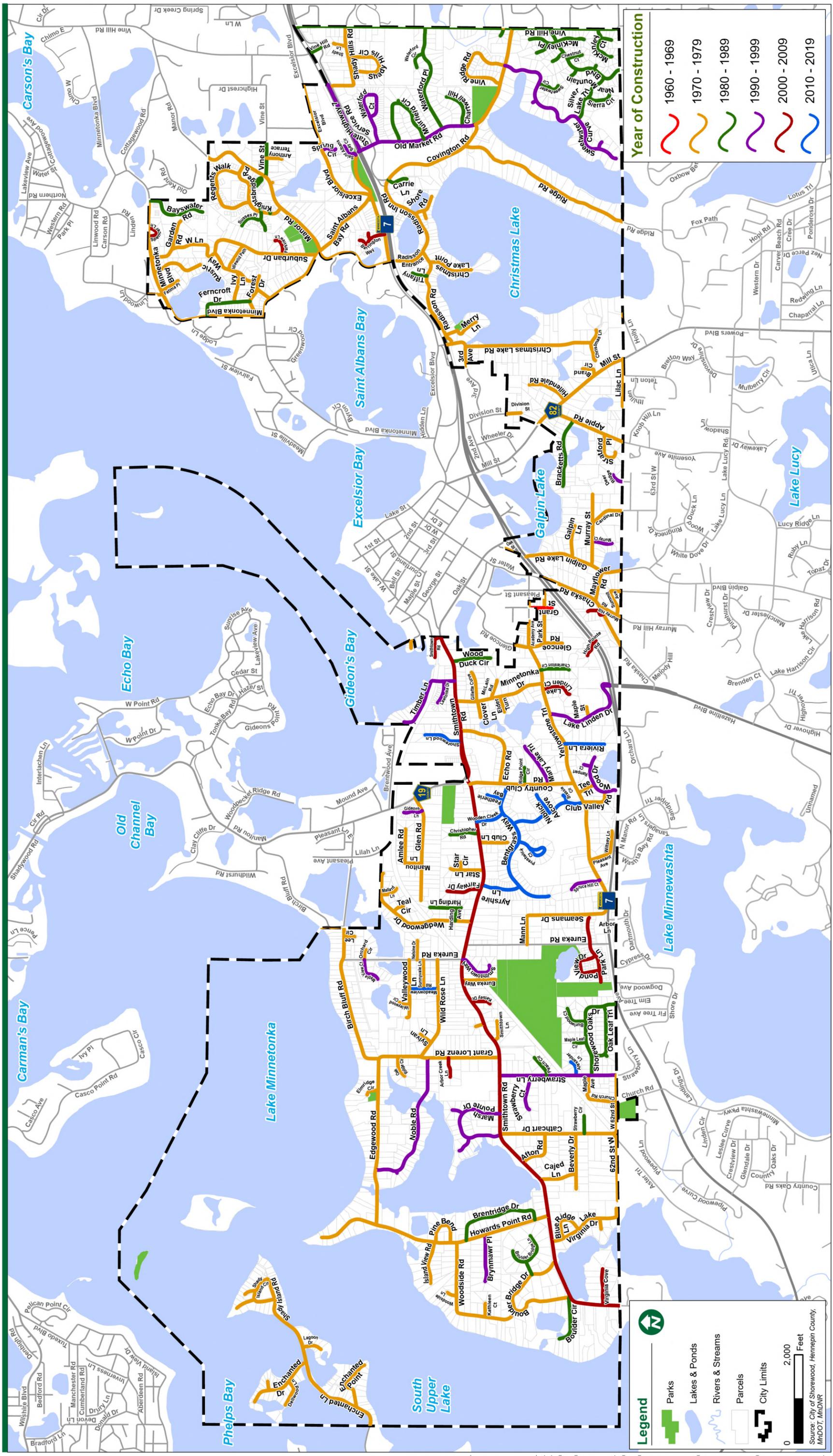
- Riley Purgatory Bluff Creek Watershed District
- Minnehaha Creek Watershed District
- MN Department of Transportation
- Hennepin County Highway Department

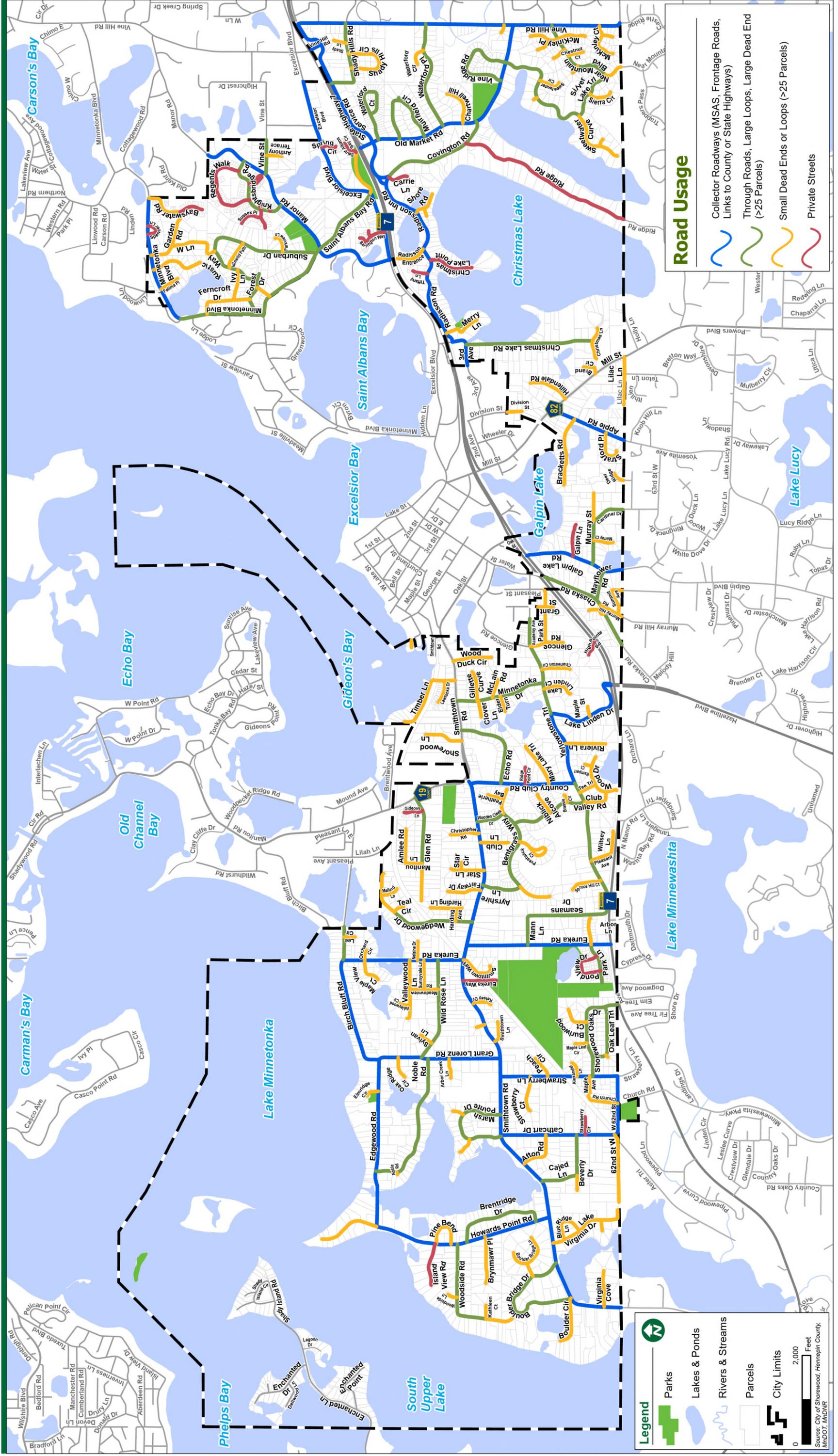
VI. NEXT STEPS

The following next steps are recommended to be completed by the City Council and City Staff:

1. Adopt the Pavement Management Plan.
2. Implement the plan and proceed with projects in 2025.
3. Reevaluate upcoming priority roads annually or biannually and update the Pavement Management Plan as needed. Review estimated costs and update the Capital Improvement Plan (CIP) accordingly.
4. Continue with pavement maintenance and monitor the underlying utilities (ongoing).

Appendix A: Figures





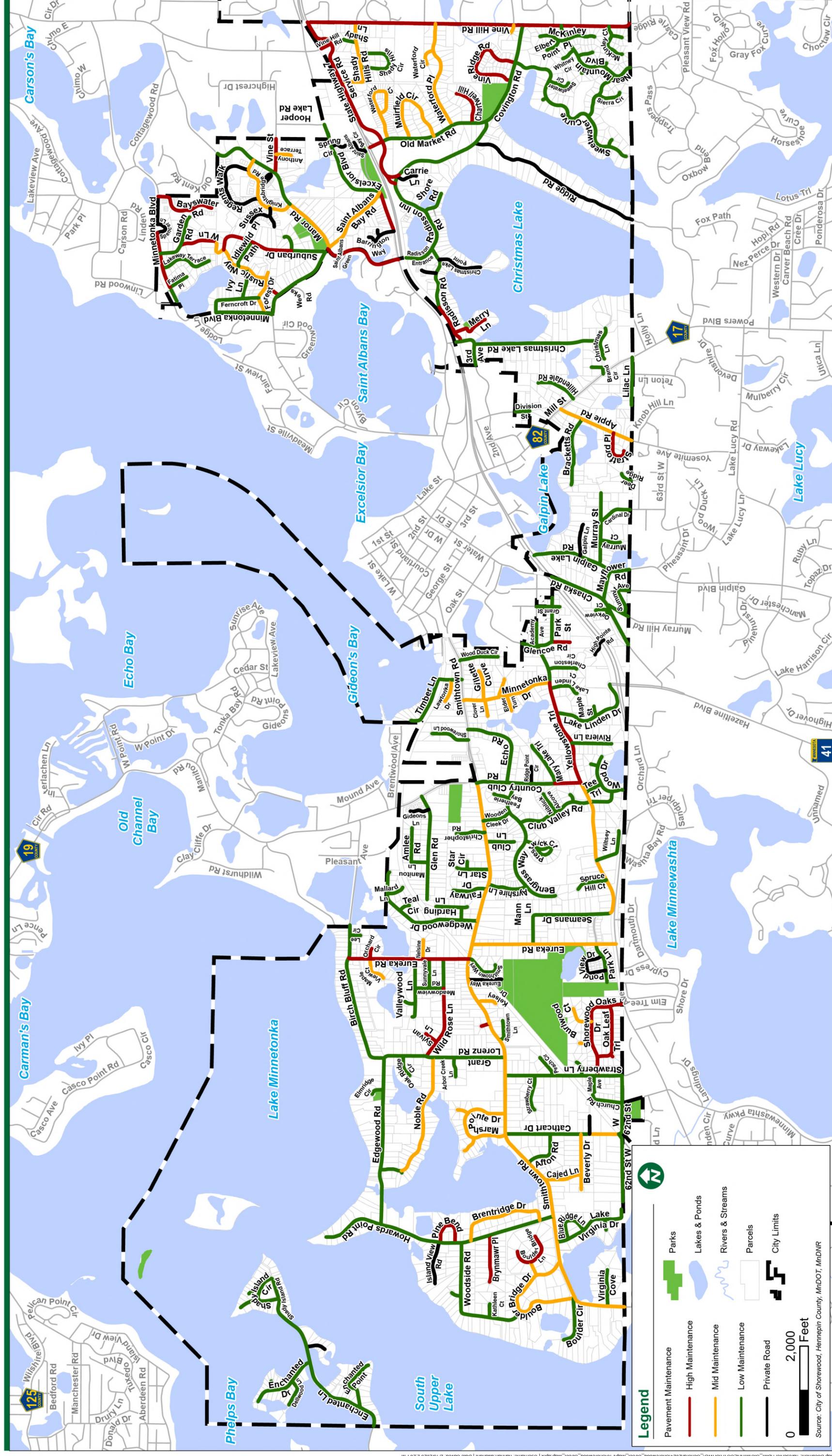
Legend

- Parks
- Lakes & Ponds
- Rivers & Streams
- Parcels
- City Limits

0 2,000 Feet
 Source: City of Shorewood, Hennepin County, MnDOT, MnDNR

Road Usage

- Collector Roadways (MSAS, Frontage Roads, Links to County or State Highways)
- Through Roads, Large Loops, Large Dead End (>25 Parcels)
- Small Dead Ends or Loops (>25 Parcels)
- Private Streets

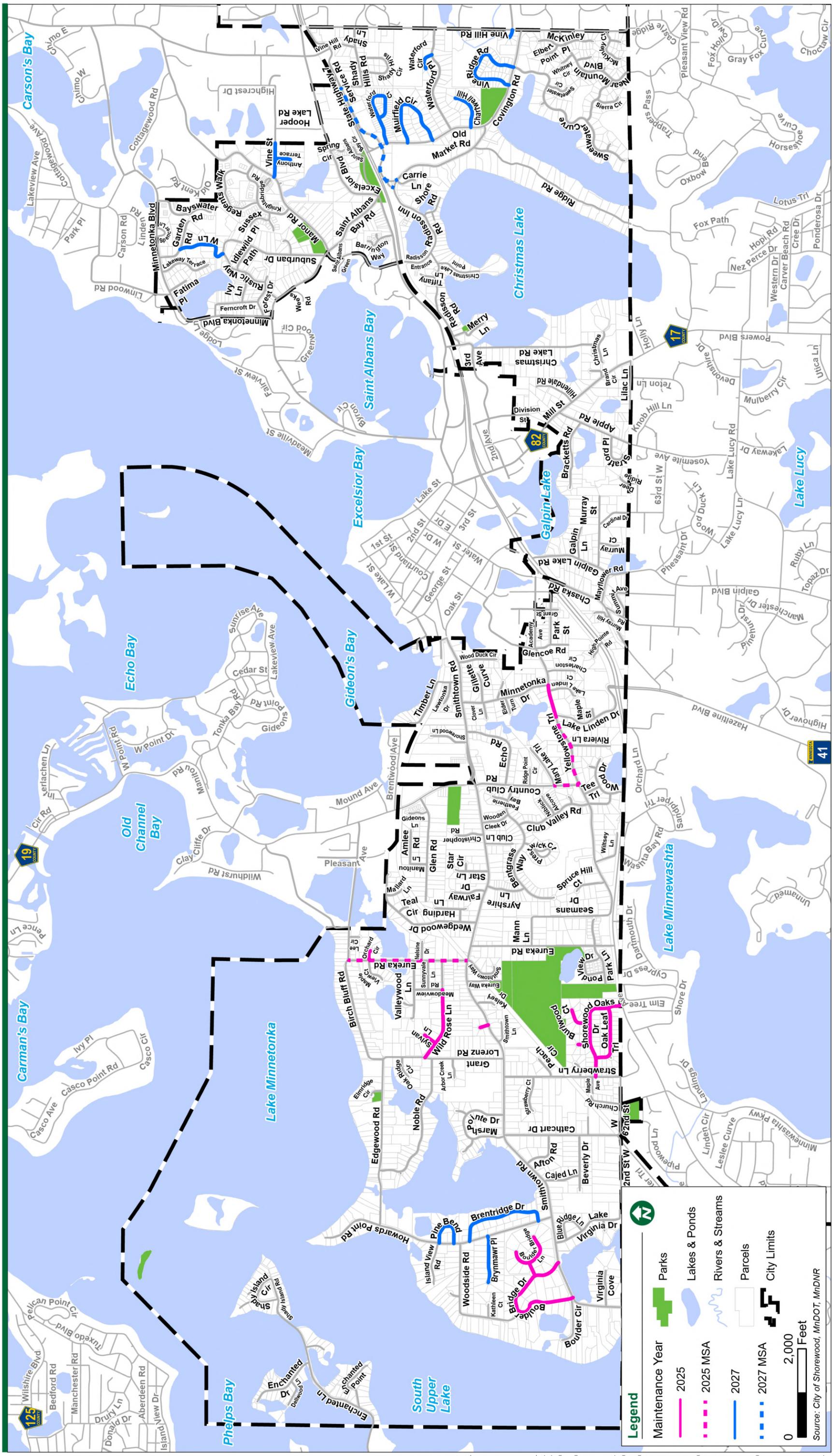


Legend

- █ Parks
- █ Lakes & Ponds
- █ Rivers & Streams
- █ Parcels
- █ City Limits
- █ Private Road
- █ High Maintenance
- █ Mid Maintenance
- █ Low Maintenance

0 2,000 Feet

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



Legend

- Maintenance Year
 - 2025 (Solid Pink Line)
 - 2025 MSA (Dashed Pink Line)
 - 2027 (Solid Blue Line)
 - 2027 MSA (Dashed Blue Line)
- Parks (Green Square)
- Lakes & Ponds (Blue Area)
- Rivers & Streams (Blue Line)
- Parcels (Thin Grey Line)
- City Limits (Thick Black Dashed Line)

0 2,000 Feet

Source: City of Shorewood, MnDOT, MnDNR

Appendix B: Tables

Table E.2 (Pavement Condition - Alphabetical Order)

Road Name	Length (feet)	Pavement Condition Score (Vaisala)	Notes
3rd Avenue	475	96.94%	
62nd Street West	2879	93.37%	
Academy Avenue	629	95.67%	
Afton Road	987	51.08%	
Alexander Lane	355	97.40%	
Amlee Road	773	95.62%	
Anthony Terrace	348	49.10%	
Apple Road	1754	84.26%	MSA
Arbor Creek Lane	442	66.32%	
Ayrshire Lane	876	94.16%	
Bayswater Road	1423	49.15%	PRIVATE
Bentgrass Way	3250	86.63%	
Beverly Drive	1253	67.60%	
Birch Bluff Road	3042	97.13%	MSA
Blue Ridge Lane	897	76.45%	
Boulder Bridge Drive	3008	76.48%	
Boulder Bridge Lane	1498	35.62%	
Boulder Circle	1125	93.72%	
Bracketts Road	1564	95.03%	
Brand Circle	387	90.35%	
Brassie Circle	186	85.18%	
Brentridge Drive	2108	55.19%	
Brynmawr Place	1059	40.08%	
Burlwood Court	599	82.92%	
Cajed Lane	815	75.43%	
Cardinal Drive	750	94.54%	
Cathcart Drive	2556	76.85%	
Charleston Circle	646	86.43%	
Chartwell Hill	885	44.27%	
Chaska Road	2444	94.74%	
Chestnut Court	348	54.17%	
Chestnut Terrace	197	75.03%	
Christmas Lake Road	3330	94.72%	
Christmas Lane	749	88.46%	
Christopher Road	649	75.71%	
Church Road	731	89.53%	
Clover Lane	367	62.85%	
Club Lane	633	64.29%	
Club Valley Road	2405	89.61%	
Country Club Road	2356	84.87%	MSA
Covington Court	188	42.07%	
Covington Road	4951	95.77%	MSA
Deer Ridge	277	68.26%	
Dellwood Lane	621	89.61%	
Division Street	327	43.41%	
Echo Road	1957	96.88%	

Table E.2 (Pavement Condition - Alphabetical Order)

Road Name	Length (feet)	Pavement Condition Score (Vaisala)	Notes
Edgewood Road	3781	79.51%	MSA
Elbert Point	365	52.62%	
Elder Turn	361	83.41%	
Elmridge Circle	299	27.46%	
Enchanted Cove	208	85.48%	
Enchanted Drive	1561	90.32%	
Enchanted Lane	3273	96.93%	
Enchanted Point	1293	59.49%	
Eureka Road	5960	65.71%	MSA
Excelsior Boulevard	4809	94.63%	
Fairway Drive	763	77.54%	
Fatima Place	449	67.91%	
Featherie Bay	364	64.65%	
Ferncroft Drive	1219	56.21%	
Forest Drive	997	60.69%	
Galpin Lake Road	1841	96.37%	MSA
Garden Road	1220	88.71%	
Gideons Lane	433	97.22%	PRIVATE
Gillette Curve	680	82.74%	
Glen Road	2378	97.38%	
Glencoe Road	1101	73.52%	
Grant Lorenz Road	3028	93.16%	
Grant Street	522	44.44%	
Harding Avenue	288	71.85%	
Harding Lane	707	74.62%	
High Pointe Road	331	28.85%	PRIVATE
Hillendale Road	926	45.13%	
Howards Point Road	5440	82.81%	MSA
Idlewild Path	648	93.19%	
Ivy Lane	688	56.80%	
Kathleen Court	308	69.62%	
Kelsey Drive	419	74.95%	
Knightsbridge Road	1875	84.98%	
Lake Linden Court	688	83.64%	
Lake Linden Drive	2342	85.48%	MSA
Lake Virginia Drive	1665	67.47%	
Lakeway Terrace	1191	76.60%	
Lawtonka Drive	522	71.68%	
Lee Circle	242	97.08%	
Lilac Lane	1086	88.04%	
Mallard Lane	397	93.29%	
Manitou Lane	378	96.47%	
Mann Lane	644	90.71%	
Manor Road	4267	90.87%	
Maple Leaf Circle	279	67.99%	
Maple Ridge Lane	248	26.00%	

Table E.2 (Pavement Condition - Alphabetical Order)

Road Name	Length (feet)	Pavement Condition Score (Vaisala)	Notes
Maple Street	225	86.08%	
Maple View Court	611	79.57%	
Marsh Pointe Circle	255	48.06%	
Marsh Pointe Court	388	67.35%	
Marsh Pointe Drive	2280	87.83%	
Mary Lake Trail	1018	73.67%	
Mayflower Road	1096	90.44%	
McKinley Circle	242	58.46%	
McKinley Court	869	65.50%	
McKinley Place	1291	81.68%	
McLain Road	425	80.03%	
Meadowview Road	643	89.26%	
Merry Lane	840	56.50%	
Mill Street	2452	97.86%	
Minnetonka Boulevard	2675	44.43%	
Minnetonka Drive	1991	84.73%	
Muirfield Circle	2117	68.56%	
Murray Court	453	92.07%	
Murray Hill Road	446	88.48%	
Murray Street	1611	94.77%	
Near Mountain Boulevard	2349	91.38%	
Nelsine Drive	433	91.72%	
Niblick Alcove	507	81.71%	
Noble Road	3332	59.40%	
Oak Leaf Trail	1482	51.83%	
Oak Ridge Circle	494	86.80%	
Oakview Court	422	96.55%	
Old Market Road	2722	85.31%	MSA
Orchard Circle	240	23.23%	
Park Lane	919	72.94%	
Park Street	1181	94.75%	
Parkview Lane	422	86.46%	
Peach Circle	502	98.24%	
Pine Bend	974	56.82%	
Pleasant Avenue	481	79.86%	
Prestwick Court	1203	96.13%	
Radisson Entrance	678	70.36%	
Radisson Road	4435	95.96%	
Ramp	265	92.54%	
Rampart Court	164	44.04%	
Ridge Point Circle	386	56.44%	PRIVATE
Riviera Lane	896	93.97%	
Rustic Way	1625	68.32%	
Saint Albans Bay Circle	370	57.08%	PRIVATE
Saint Albans Bay Road	4377	75.99%	
Seamans Drive	1748	96.56%	

Table E.2 (Pavement Condition - Alphabetical Order)

Road Name	Length (feet)	Pavement Condition Score (Vaisala)	Notes
Shady Hills Circle	1526	92.05%	
Shady Hills Road	1847	59.00%	
Shady Island Circle	1084	96.69%	
Shady Island Point	449	72.38%	
Shady Island Road	1150	91.05%	
Shady Island Trail	282	81.45%	
Shady Lane	290	46.89%	
Shore Road	598	42.82%	
Shorewood Lane	863	96.71%	
Shorewood Oaks Drive	2212	61.89%	
Sierra Circle	548	88.72%	
Silver Lake Trail	1181	93.64%	
Smithtown Circle	195	40.76%	
Smithtown Lane	491	61.65%	
Smithtown Road	16656	92.25%	MSA
Smithtown Way	854	76.40%	
Spruce Hill Court	705	95.37%	
Star Circle	179	65.48%	
Star Lane	753	93.39%	
State Highway 7 Service Road	4797	65.15%	
Stratford Place	811	76.16%	
Strawberry Court	810	98.69%	
Strawberry Lane	2636	98.90%	
Suburban Drive	2583	76.49%	
Summit Avenue	825	88.24%	
Sunnyvale Lane	658	66.60%	
Sweetwater Circle	512	87.69%	
Sweetwater Court	175	76.98%	
Sweetwater Curve	4224	86.57%	
Teal Circle	256	86.12%	
Tee Trail	396	87.14%	
Timber Lane	1744	71.54%	
Valleywood Circle	240	60.35%	
Valleywood Lane	1352	79.17%	
Vine Hill Road	7520	62.92%	MSA
Vine Ridge Road	2145	74.71%	
Vine Street	775	60.39%	
Virginia Cove	825	78.13%	
Waterford Circle	420	36.17%	
Waterford Court	1934	45.41%	
Waterford Place	2489	76.49%	
Wedgewood Drive	2855	89.28%	
West Lane	848	40.84%	
Whitney Circle	322	53.27%	
Wild Rose Lane	2326	89.68%	
Wiltsey Lane	502	72.99%	

Table E.2 (Pavement Condition - Alphabetical Order)

Road Name	Length (feet)	Pavement Condition Score (Vaisala)	Notes
Wood Drive	1221	80.82%	
Wood Duck Circle	870	84.85%	
Wooden Cleek Drive	643	75.67%	
Woodend Place	350	71.16%	
Woodside Lane	223	94.38%	
Woodside Road	2835	94.98%	
Yellowstone Trail	6399	88.15%	MSA
Grand Total	272424	79.77%	

Table E.3 (Pavement Condition - Ranking Order)

Road Name	Length (feet)	Pavement Condition Score (Vaisala)	Notes
Orchard Circle	240	23.23%	2025 M&O
Maple Ridge Lane	248	26.00%	
Elmridge Circle	299	27.46%	
High Pointe Road	331	28.85%	PRIVATE
Boulder Bridge Lane	1498	35.62%	2025 M&O
Waterford Circle	420	36.17%	2027 M&O
Brynmawr Place	1059	40.08%	2027 M&O
Smithtown Circle	195	40.76%	2025 M&O
West Lane	848	40.84%	2027 M&O
Covington Court	188	42.07%	2027 M&O
Shore Road	598	42.82%	
Division Street	327	43.41%	
Rampart Court	164	44.04%	
Chartwell Hill	885	44.27%	2027 M&O
Minnetonka Boulevard	2675	44.43%	
Grant Street	522	44.44%	
Hillendale Road	926	45.13%	
Waterford Court	1934	45.41%	2027 M&O
Shady Lane	290	46.89%	
Marsh Pointe Circle	255	48.06%	
Anthony Terrace	348	49.10%	2027 M&O
Bayswater Road	1423	49.15%	PRIVATE
Afton Road	987	51.08%	
Oak Leaf Trail	1482	51.83%	2025 M&O
Elbert Point	365	52.62%	
Whitney Circle	322	53.27%	
Chestnut Court	348	54.17%	
Brentridge Drive	2108	55.19%	2027 M&O
Ferncroft Drive	1219	56.21%	
Ridge Point Circle	386	56.44%	PRIVATE
Merry Lane	840	56.50%	
Ivy Lane	688	56.80%	
Pine Bend	974	56.82%	2027 M&O
Saint Albans Bay Circle	370	57.08%	PRIVATE
McKinley Circle	242	58.46%	
Shady Hills Road	1847	59.00%	
Noble Road	3332	59.40%	
Enchanted Point	1293	59.49%	
Valleywood Circle	240	60.35%	
Vine Street	775	60.39%	2027 M&O
Forest Drive	997	60.69%	
Smithtown Lane	491	61.65%	
Shorewood Oaks Drive	2212	61.89%	2025 M&O
Clover Lane	367	62.85%	
Vine Hill Road	7520	62.92%	MSA
Club Lane	633	64.29%	

Table E.3 (Pavement Condition - Ranking Order)

Road Name	Length (feet)	Pavement Condition Score (Vaisala)	Notes
Featherie Bay	364	64.65%	
State Highway 7 Service Road	4797	65.15%	2027 M&O
Star Circle	179	65.48%	
McKinley Court	869	65.50%	
Eureka Road	5960	65.71%	2025 M&O (MSA)
Arbor Creek Lane	442	66.32%	
Sunnyvale Lane	658	66.60%	
Marsh Pointe Court	388	67.35%	
Lake Virginia Drive	1665	67.47%	
Beverly Drive	1253	67.60%	
Fatima Place	449	67.91%	
Maple Leaf Circle	279	67.99%	2025 M&O
Deer Ridge	277	68.26%	
Rustic Way	1625	68.32%	
Muirfield Circle	2117	68.56%	2027 M&O
Kathleen Court	308	69.62%	
Radisson Entrance	678	70.36%	
Woodend Place	350	71.16%	
Timber Lane	1744	71.54%	
Lawtonka Drive	522	71.68%	
Harding Avenue	288	71.85%	
Shady Island Point	449	72.38%	
Park Lane	919	72.94%	
Wiltsey Lane	502	72.99%	
Glencoe Road	1101	73.52%	
Mary Lake Trail	1018	73.67%	
Harding Lane	707	74.62%	
Vine Ridge Road	2145	74.71%	2027 M&O
Kelsey Drive	419	74.95%	
Chestnut Terrace	197	75.03%	
Cajed Lane	815	75.43%	
Wooden Cleek Drive	643	75.67%	
Christopher Road	649	75.71%	
Saint Albans Bay Road	4377	75.99%	
Stratford Place	811	76.16%	
Smithtown Way	854	76.40%	
Blue Ridge Lane	897	76.45%	
Boulder Bridge Drive	3008	76.48%	2025 M&O
Waterford Place	2489	76.49%	
Suburban Drive	2583	76.49%	
Lakeway Terrace	1191	76.60%	
Cathcart Drive	2556	76.85%	
Sweetwater Court	175	76.98%	
Fairway Drive	763	77.54%	
Virginia Cove	825	78.13%	
Valleywood Lane	1352	79.17%	

Table E.3 (Pavement Condition - Ranking Order)

Road Name	Length (feet)	Pavement Condition Score (Vaisala)	Notes
Edgewood Road	3781	79.51%	MSA
Maple View Court	611	79.57%	
Pleasant Avenue	481	79.86%	
McLain Road	425	80.03%	
Wood Drive	1221	80.82%	
Shady Island Trail	282	81.45%	
McKinley Place	1291	81.68%	
Niblick Alcove	507	81.71%	
Gillette Curve	680	82.74%	
Howards Point Road	5440	82.81%	MSA
Burlwood Court	599	82.92%	2025 M&O
Elder Turn	361	83.41%	
Lake Linden Court	688	83.64%	
Apple Road	1754	84.26%	MSA
Minnetonka Drive	1991	84.73%	
Wood Duck Circle	870	84.85%	
Country Club Road	2356	84.87%	2025 M&O (MSA)
Knightsbridge Road	1875	84.98%	
Brassie Circle	186	85.18%	
Old Market Road	2722	85.31%	MSA
Lake Linden Drive	2342	85.48%	MSA
Enchanted Cove	208	85.48%	
Maple Street	225	86.08%	
Teal Circle	256	86.12%	
Charleston Circle	646	86.43%	
Parkview Lane	422	86.46%	
Sweetwater Curve	4224	86.57%	
Bentgrass Way	3250	86.63%	
Oak Ridge Circle	494	86.80%	
Tee Trail	396	87.14%	
Sweetwater Circle	512	87.69%	
Marsh Pointe Drive	2280	87.83%	
Lilac Lane	1086	88.04%	
Yellowstone Trail	6399	88.15%	2025 M&O (MSA)
Summit Avenue	825	88.24%	
Christmas Lane	749	88.46%	
Murray Hill Road	446	88.48%	
Garden Road	1220	88.71%	
Sierra Circle	548	88.72%	
Meadowview Road	643	89.26%	
Wedgewood Drive	2855	89.28%	
Church Road	731	89.53%	
Club Valley Road	2405	89.61%	
Dellwood Lane	621	89.61%	
Wild Rose Lane	2326	89.68%	2025 M&O
Enchanted Drive	1561	90.32%	

Table E.3 (Pavement Condition - Ranking Order)

Road Name	Length (feet)	Pavement Condition Score (Vaisala)	Notes
Brand Circle	387	90.35%	
Mayflower Road	1096	90.44%	
Mann Lane	644	90.71%	
Manor Road	4267	90.87%	
Shady Island Road	1150	91.05%	
Near Mountain Boulevard	2349	91.38%	
Nelsine Drive	433	91.72%	
Shady Hills Circle	1526	92.05%	
Murray Court	453	92.07%	
Smithtown Road	16656	92.25%	MSA
Ramp	265	92.54%	
Grant Lorenz Road	3028	93.16%	
Idlewild Path	648	93.19%	
Mallard Lane	397	93.29%	
62nd Street West	2879	93.37%	
Star Lane	753	93.39%	
Silver Lake Trail	1181	93.64%	
Boulder Circle	1125	93.72%	
Riviera Lane	896	93.97%	
Ayrshire Lane	876	94.16%	
Woodside Lane	223	94.38%	
Cardinal Drive	750	94.54%	
Excelsior Boulevard	4809	94.63%	
Christmas Lake Road	3330	94.72%	
Chaska Road	2444	94.74%	
Park Street	1181	94.75%	
Murray Street	1611	94.77%	
Woodside Road	2835	94.98%	
Bracketts Road	1564	95.03%	
Spruce Hill Court	705	95.37%	
Amlee Road	773	95.62%	
Academy Avenue	629	95.67%	
Covington Road	4951	95.77%	MSA
Radisson Road	4435	95.96%	
Prestwick Court	1203	96.13%	
Galpin Lake Road	1841	96.37%	MSA
Manitou Lane	378	96.47%	
Oakview Court	422	96.55%	
Seamans Drive	1748	96.56%	
Shady Island Circle	1084	96.69%	
Shorewood Lane	863	96.71%	
Echo Road	1957	96.88%	
Enchanted Lane	3273	96.93%	
3rd Avenue	475	96.94%	
Lee Circle	242	97.08%	

Table E.3 (Pavement Condition - Ranking Order)

Road Name	Length (feet)	Pavement Condition Score (Vaisala)	Notes
Birch Bluff Road	3042	97.13%	MSA
Gideons Lane	433	97.22%	PRIVATE
Glen Road	2378	97.38%	
Alexander Lane	355	97.40%	
Mill Street	2452	97.86%	
Peach Circle	502	98.24%	
Strawberry Court	810	98.69%	
Strawberry Lane	2636	98.90%	
Grand Total	272424	79.77%	

Table E.4 (Pavement Condition - Weighted Ranking Order)

Road Name	Pavement Condition (Vaisala)	Maintenance Effort (3=Low, 1=High)	Road Use (3=Low, 1=High)	Ranking (PC+(30*ME)+(10*RU))=	Notes
Orchard Circle	23%	1	3	83	
Minnetonka Boulevard	44%	1	1	84	
Boulder Bridge Lane	36%	1	3	96	
Brynmawr Place	40%	1	3	100	
Smithtown Circle	41%	1	3	101	
West Lane	41%	1	3	101	
Vine Hill Road	63%	1	1	103	MSA
Chartwell Hill	44%	1	3	104	
State Highway 7 Service Road	65%	1	1	105	
Eureka Road	66%	1	1	106	MSA
Bayswater Road	49%	1	3	109	PRIVATE
Vine Street	60%	1	2	110	
Oak Leaf Trail	52%	1	3	112	
Shorewood Oaks Drive	62%	1	2	112	
Merry Lane	57%	1	3	117	
Pine Bend	57%	1	3	117	
Muirfield Circle	69%	1	2	119	
Vine Ridge Road	75%	1	2	125	
Waterford Court	45%	2	2	125	
Waterford Circle	36%	2	3	126	
Suburban Drive	76%	1	2	126	
Yellowstone Trail	88%	1	1	128	
Manor Road	91%	1	1	131	
Woodend Place	71%	1	3	131	
Covington Court	42%	2	3	132	
Glencoe Road	74%	1	3	134	
Brentridge Drive	55%	2	2	135	
Radisson Road	96%	1	1	136	
Stratford Place	76%	1	3	136	
Marsh Pointe Circle	48%	2	3	138	
Shady Hills Road	59%	2	2	139	
Anthony Terrace	49%	2	3	139	
Noble Road	59%	2	2	139	
Wild Rose Lane	90%	1	2	140	
Forest Drive	61%	2	2	141	
Maple Ridge Lane	26%	3	3	146	
Cathcart Drive	77%	2	1	147	
Elmridge Circle	27%	3	3	147	
Rustic Way	68%	2	2	148	
High Pointe Road	29%	3	3	149	PRIVATE

Table E.4 (Pavement Condition - Weighted Ranking Order)

Road Name	Pavement Condition (Vaisala)	Maintenance Effort (3=Low, 1=High)	Road Use (3=Low, 1=High)	Ranking (PC+(30*ME)+(10*RU))=	Notes
Clover Lane	63%	2	3	153	
Apple Road	84%	2	1	154	MSA
Cajed Lane	75%	2	2	155	
Saint Albans Bay Road	76%	2	2	156	
Boulder Bridge Drive	76%	2	2	156	
Waterford Place	76%	2	2	156	
Shady Lane	47%	3	2	157	
Marsh Pointe Court	67%	2	3	157	
Beverly Drive	68%	2	3	158	
Maple Leaf Circle	68%	2	3	158	
Lawtonka Drive	72%	2	3	162	
Smithtown Road	92%	2	1	162	MSA
Shore Road	43%	3	3	163	
Division Street	43%	3	3	163	
Rampart Court	44%	3	3	164	
Grant Street	44%	3	3	164	
Minnetonka Drive	85%	2	2	165	
Knightsbridge Road	85%	2	2	165	
Hillendale Road	45%	3	3	165	
Marsh Pointe Drive	88%	2	2	168	
Maple View Court	80%	2	3	170	
McLain Road	80%	2	3	170	
Afton Road	51%	3	3	171	
Elbert Point	53%	3	3	173	
Gillette Curve	83%	2	3	173	
Burlwood Court	83%	2	3	173	
Whitney Circle	53%	3	3	173	
Elder Turn	83%	2	3	173	
Chestnut Court	54%	3	3	174	
Featherie Bay	65%	3	2	175	
Ferncroft Drive	56%	3	3	176	
Ridge Point Circle	56%	3	3	176	PRIVATE
Ivy Lane	57%	3	3	177	
Saint Albans Bay Circle	57%	3	3	177	PRIVATE
McKinley Circle	58%	3	3	178	
Enchanted Point	59%	3	3	179	
Edgewood Road	80%	3	1	180	MSA
Valleywood Circle	60%	3	3	180	
Smithtown Lane	62%	3	3	182	
Nelsine Drive	92%	2	3	182	

Table E.4 (Pavement Condition - Weighted Ranking Order)

Road Name	Pavement Condition (Vaisala)	Maintenance Effort (3=Low, 1=High)	Road Use (3=Low, 1=High)	Ranking (PC+(30*ME)+(10*RU))=	Notes
Howards Point Road	83%	3	1	183	MSA
Park Lane	73%	3	2	183	
Club Lane	64%	3	3	184	
Country Club Road	85%	3	1	185	MSA
Old Market Road	85%	3	1	185	MSA
Lake Linden Drive	85%	3	1	185	MSA
Star Circle	65%	3	3	185	
McKinley Court	65%	3	3	185	
Wooden Cleek Drive	76%	3	2	186	
Arbor Creek Lane	66%	3	3	186	
Sunnyvale Lane	67%	3	3	187	
Lake Virginia Drive	67%	3	3	187	
Fatima Place	68%	3	3	188	
Deer Ridge	68%	3	3	188	
Kathleen Court	70%	3	3	190	
Radisson Entrance	70%	3	3	190	
Timber Lane	72%	3	3	192	
Harding Avenue	72%	3	3	192	
Shady Island Point	72%	3	3	192	
Wiltsey Lane	73%	3	3	193	
Grant Lorenz Road	93%	3	1	193	
62nd Street West	93%	3	1	193	
Mary Lake Trail	74%	3	3	194	
Harding Lane	75%	3	3	195	
Excelsior Boulevard	95%	3	1	195	
Kelsey Drive	75%	3	3	195	
Chestnut Terrace	75%	3	3	195	
Christopher Road	76%	3	3	196	
Covington Road	96%	3	1	196	MSA
Galpin Lake Road	96%	3	1	196	MSA
Smithtown Way	76%	3	3	196	
Blue Ridge Lane	76%	3	3	196	
Sweetwater Curve	87%	3	2	197	
Lakeway Terrace	77%	3	3	197	
3rd Avenue	97%	3	1	197	
Sweetwater Court	77%	3	3	197	
Birch Bluff Road	97%	3	1	197	MSA
Fairway Drive	78%	3	3	198	
Mill Street	98%	3	1	198	
Virginia Cove	78%	3	3	198	

Table E.4 (Pavement Condition - Weighted Ranking Order)

Road Name	Pavement Condition (Vaisala)	Maintenance Effort (3=Low, 1=High)	Road Use (3=Low, 1=High)	Ranking (PC+(30*ME)+(10*RU))=	Notes
Strawberry Lane	99%	3	1	199	
Valleywood Lane	79%	3	3	199	
Wedgewood Drive	89%	3	2	199	
Club Valley Road	90%	3	2	200	
Pleasant Avenue	80%	3	3	200	
Mayflower Road	90%	3	2	200	
Mann Lane	91%	3	2	201	
Wood Drive	81%	3	3	201	
Near Mountain Boulevard	91%	3	2	201	
Shady Island Trail	81%	3	3	201	
McKinley Place	82%	3	3	202	
Niblick Alcove	82%	3	3	202	
Silver Lake Trail	94%	3	2	204	
Lake Linden Court	84%	3	3	204	
Ayrshire Lane	94%	3	2	204	
Cardinal Drive	95%	3	2	205	
Chaska Road	95%	3	2	205	
Murray Street	95%	3	2	205	
Wood Duck Circle	85%	3	3	205	
Woodside Road	95%	3	2	205	
Brassie Circle	85%	3	3	205	
Enchanted Cove	85%	3	3	205	
Academy Avenue	96%	3	2	206	
Maple Street	86%	3	3	206	
Teal Circle	86%	3	3	206	
Charleston Circle	86%	3	3	206	
Parkview Lane	86%	3	3	206	
Seamans Drive	97%	3	2	207	
Bentgrass Way	87%	3	3	207	
Oak Ridge Circle	87%	3	3	207	
Echo Road	97%	3	2	207	
Tee Trail	87%	3	3	207	
Glen Road	97%	3	2	207	
Sweetwater Circle	88%	3	3	208	
Lilac Lane	88%	3	3	208	
Summit Avenue	88%	3	3	208	
Christmas Lane	88%	3	3	208	
Murray Hill Road	88%	3	3	208	
Garden Road	89%	3	3	209	
Sierra Circle	89%	3	3	209	

Table E.4 (Pavement Condition - Weighted Ranking Order)

Road Name	Pavement Condition (Vaisala)	Maintenance Effort (3=Low, 1=High)	Road Use (3=Low, 1=High)	Ranking (PC+(30*ME)+(10*RU))=	Notes
Meadowview Road	89%	3	3	209	
Church Road	90%	3	3	210	
Dellwood Lane	90%	3	3	210	
Enchanted Drive	90%	3	3	210	
Brand Circle	90%	3	3	210	
Shady Island Road	91%	3	3	211	
Shady Hills Circle	92%	3	3	212	
Murray Court	92%	3	3	212	
Idlewild Path	93%	3	3	213	
Mallard Lane	93%	3	3	213	
Star Lane	93%	3	3	213	
Boulder Circle	94%	3	3	214	
Riviera Lane	94%	3	3	214	
Woodside Lane	94%	3	3	214	
Christmas Lake Road	95%	3	3	215	
Park Street	95%	3	3	215	
Bracketts Road	95%	3	3	215	
Spruce Hill Court	95%	3	3	215	
Amlee Road	96%	3	3	216	
Prestwick Court	96%	3	3	216	
Manitou Lane	96%	3	3	216	
Oakview Court	97%	3	3	217	
Shady Island Circle	97%	3	3	217	
Shorewood Lane	97%	3	3	217	
Enchanted Lane	97%	3	3	217	
Lee Circle	97%	3	3	217	
Gideons Lane	97%	3	3	217	PRIVATE
Alexander Lane	97%	3	3	217	
Peach Circle	98%	3	3	218	
Strawberry Court	99%	3	3	219	

**CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

RESOLUTION 25-026

**A RESOLUTION TO APPROVE THE PAVEMENT MANAGEMENT PLAN AND IMPLEMENT ITS
RECOMMENDATIONS INTO FUTURE BUDGETS AND CAPITAL IMPROVEMENT PLANNING**

WHEREAS, the city has prepared a Pavement Management Plan that takes into consideration pavement condition, current maintenance efforts, and roadway usage; and

WHEREAS, the Pavement Management Plan provides pavement maintenance recommendations based on data driven decisions to extend the useful life of the roadways in a cost effective manner; and

WHEREAS, the Pavement Management Plan is intended to be a living document that is planned to be updated annually or bi-annually and that the recommendations from the Pavement Management Plan shall be used in establishing budgets and capital improvement planning; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD, MINNESOTA AS FOLLOWS:

1. Hereby approves the Pavement Management Plan dated February 19, 2025 and will utilize its recommendations in future budgets and capital improvement planning.

Adopted by the City Council of Shorewood, Minnesota this 24th day of February 2025.

Jennifer Labadie, Mayor

Attest:

Sandie Thone, City Clerk



City Council Meeting Item

Item
9A.1

Title/Subject: Matters from the Floor Response: Aircraft Flight Patterns
Meeting Date: February 24, 2025
Prepared by: Marc Nevinski, City Administrator
Attachments: None

Background

At the February 10, 2025, City Council meeting, Mr. Mike Hirner, 19360 McKinley Court, asked about the changes in airplane flight paths that have resulted in constant air traffic over the City.

Staff contacted the Metropolitan Airports Commission and spoke with the Manager of Community Relations, Ryan Anderson. He confirmed that Mr. Hirner's residence is in a flight path. He noted two significant projects occurring at MSP (FAA flight procedures changes and runway construction) but did not believe they have an impact on flight paths or altitude in Shorewood. He noted that the MAC also oversees Fly Cloud Airport in Eden Prairie, as well as the other reliever airports. Mr. Anderson offered to speak with Mr. Hirner directly to better understand what he is experiencing, and his contact information has been shared with Mr. Hirner.

Staff has reviewed the website at www.metroairports.org. There is a helpful webpage with up-to-date information regarding noise at the airport here: www.metroairports.org/community. There is a 24/7 community relations hotline at 612-726-9411 and noise complaint can be submitted at <https://customers.macnoms.com/customers/>. Flight activity can be viewed at www.macnoms.com in both real time and historical data back to 2002. This data includes flight paths, aircraft type, and altitude.

Financial Considerations

NA

Action Requested

This memo is provided for information only.