CITY OF HAM LAKE

15544 Central Avenue NE Ham Lake, Minnesota 55304 (763) 434-9555 Fax: (763) 434-9599

CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY AGENDA MONDAY, MAY 5, 2025

- 1.0 CALL TO ORDER 6:00 P.M. Pledge of Allegiance
- 2.0 PUBLIC COMMENT
- 3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS None
- 4.0 CONSENT AGENDA

These items are considered to be routine and will be enacted in one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and considered in normal sequence. (All items listed on the Consent Agenda are recommended for approval.)

- 4.1 Approval of minutes of April 21, 2025 and Special Meeting Minutes of April 21, 2025
- 4.2 Approval of claims
- 4.3 Approval of an Ordinance rezoning of Lot 1, Block 1, Hentges Addition
- 4.4 Approval of hiring summer seasonal employees in Public Works
- 4.5 Approval to award striping/symbols and crack sealing to the low bidders, Sir-Lines-A-Lot and Allied Blacktop
- 4.6 Approval of the Building Destruction Agreements for 2045 Constance Boulevard NE and 17535 Chisholm Street NE
- 4.7 Code Committee Recommendation:
 - 1) Approval of the First Reading of an Ordinance regarding Article 7-614 Issuance of Licenses

5.0 PLANNING COMMISSION RECOMMENDATIONS

- 5.1 Reggie Lubrant of Reggie's Mobile Home Transport, Inc., requesting a Certificate of Occupancy to lease Unit C at 14148 Lincoln Street NE
- 5.2 Richard Lee of JBR Aberdeen, LLC, requesting Commercial Site Plan approval to add pavement and Class 5 at 15035 Aberdeen Street NE
- 5.3 Jeffrey A Stalberger of MN Developments LLC, requesting Sketch Plan approval for South Shore Estates, a minor plat at 17529 Vickers Street NE and 3740 Interlachen Drive NE (3 Single Family Residential lots) in Section 2
- 5.4 Jeffrey A Stalberger of MN Developments LLC, requesting Sketch Plan approval for South Shore Estates Second Addition, (41 Single Family Residential lots and 1 outlot) in Section 2
- 5.5 Discussion of Article 9-330.7 Seasonal Temporary Conditional Uses
- **6.0 ECONOMIC DEVELOPMENT AUTHORITY** None
- 7.0 APPEARANCES None
- 8.0 CITY ATTORNEY
- 9.0 CITY ENGINEER
- 10.0 CITY ADMINISTRATOR
- 11.0 COUNCIL BUSINESS
- 11.1 Committee Reports
- 11.2 Announcements and future agenda items

CITY OF HAM LAKE

15544 Central Avenue NE Ham Lake, Minnesota 55304 (763) 434-9555 Fax: (763) 434-9599

CITY OF HAM LAKE CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES MONDAY, APRIL 21, 2025

The Ham Lake City Council and Economic Development Authority met for its regular meeting on Monday, April 7, 2025 at 6:00 p.m. in the Council Chambers at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT:

Mayor Brian Kirkham and Councilmembers Jim Doyle, Andrew Hallberg

Al Parranto, and Mike Van Kirk

MEMBERS ABSENT:

None

OTHERS PRESENT:

City Attorney, Mark Berglund; City Engineer, Dave Krugler; City

Administrator, Denise Webster; and Finance Director, Andrea Murff

1.0 CALL TO ORDER - 6:00 P.M. – Pledge of Allegiance

Mayor Kirkham called the meeting to order and the Pledge of Allegiance was recited by all in attendance.

2.0 **PUBLIC COMMENT** – None

3.0 SPECIAL APPEARANCES/PUBLIC HEARINGS

3.1 Lt. Anthony Mendoza, Anoka County Sheriff's Office Monthly Report

Lt. Mendoza gave a summary of the Sheriff's Report for the month of March 2025.

4.0 CONSENT AGENDA

These items are considered to be routine and will be enacted in one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and considered in normal sequence. (All items listed on the Consent Agenda are recommended for approval.)

- 4.1 Approval of minutes of March 17, 2025
- 4.2 Approval of claims in the amount of \$621,467.08
- 4.3 Approval of closing at Noon on Thursday, July 3, 2025
- 4.4 Approval of opting-in for the Anoka County 2026-2028 Urban County Requalification for HUD programs
- Approval of a Large Assembly License for the Ham Lake Chamber of Commerce at Lion's Park, 1220 157th Avenue NE, for the Freedom Festival on Saturday, June 28, 2025
- 4.6 Approval of an Off-Site Gambling Permit for the Ham Lake Chamber of Commerce to conduct bingo and pull-tabs on June 28, 2025 at Lion's Park, 1220 157th Avenue NE, for the Freedom Festival
- 4.7 Approval of a Temporary On-Sale Liquor License for the Brown Boys Benefit (non-profit) at the Willow Tree Winery, 828 Constance Boulevard NE on July 12, 2025

Motion by Parranto, seconded by Doyle, to approve the Consent Agenda as written. All in favor, motion carried.

- 5.0 PLANNING COMMISSION RECOMMENDATIONS
- 5.1 <u>Rezoning of Lot 1, Block 1, Hentges Addition from R-1 (Single Family Residential) to R-A (Rural Single Family Residential) (this is considered the First Reading of a Rezoning Ordinance)</u>

Motion by Kirkham, seconded by Parranto, to concur with the Planning Commission and approve the rezoning Lot 1, Block 1, Hentges Addition from R-1 (Single Family Residential) to R-A (Rural Single Family Residential) in Section 15 and Section 22. All in favor, motion carried. This is considered the First Reading of a Rezoning Ordinance.

- **6.0 ECONOMIC DEVELOPMENT AUTHORITY** None
- 7.0 **APPEARANCES** None
- 8.0 **CITY ATTORNEY** None
- 9.0 **CITY ENGINEER** None
- **10.0 CITY ADMINISTRATOR** None
- 11.0 COUNCIL BUSINESS
- 11.1 <u>Committee Reports</u> None
- 11.2 <u>Announcements and future agenda items</u> None

Motion by Parranto, seconded by Hallberg, to adjourn the meeting at 6:04 p.m. All in favor, motion carried.

Andrea Murff, Finance Director

CITY OF HAM LAKE

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CITY OF HAM LAKE SPECIAL CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY MINUTES MONDAY, APRIL 21, 2025

The Ham Lake City Council and Economic Development Authority met for a Special Meeting on Monday, April 21, 2025 at 6:06 p.m. in the Council Chambers at the Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT:

Mayor Brian Kirkham and Councilmembers Jim Doyle, Al Parranto, Mike

Van Kirk and Andrew Hallberg

MEMBERS ABSENT:

None

OTHERS PRESENT:

City Attorney, Mark Berglund; City Administrator, Denise Webster; and

Finance Director, Andrea Murff

1.0 CALL TO ORDER – 6:06 P.M.

Mayor Kirkham called the meeting to order at 6:06 p.m.

1.1 <u>Discussion of City Engineer</u>

Administrator Webster informed the City Council that City Engineer Dave Krugler has given his two weeks resignation with RFC Engineering, Inc. There was discussion that per the agreement with RFC Engineering, Inc., they must employee at least one registered professional civil engineer and currently Engineer Krugler is the only engineer on staff at RFC Engineering that holds that title. Attorney Berglund stated that with the death of Tom Colliins, the owner of RFC Engineering, a Special Administrator has been appointed to run the business. Attorney Berglund stated that there have been negotiations between Mr. Krugler and the Special Administrator to buy RFC Engineering, but there has been no agreement at this time. The Council discussed options moving forward; 1) RFC Engineering will need to employee a registered professional civil engineer; 2) Mr. Krugler purchases RFC Engineering; or 3) the City looks for a new Engineering Firm.

It was the consensus of the City Council to direct Administrator Webster to explore options in obtaining a City Engineering, if need be.

Motion by Kirkham, seconded by Doyle, to adjourn the meeting at 6:22 p.m. All in favor, motion carried.

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Andrea	Murii, Fina	nce Director

CITY OF HAM LAKE CLAIMS SUBMITTED TO COUNCIL May 5, 2025

CITY OF HAM LAKE

EFTS, CHECKS, AND BA	NK DRAFTS	04/22/25 - 5/05/25		
EFT	# 2285 - 2293		\$	4,559.99
REFUND CHECKS	#67077 - 67082		\$	5,650.00
CHECKS	# 67083 - 67114		\$	74,190.56
BANK DRAFTS	DFT0002882 - DFT00028	388	\$	30,487.84
TOTAL EFTS, CHECKS,	AND BANK DRAFTS		\$	114,888.39
PAYROLL CHECKS				
05/02/25	Direct Deposits		\$	38,614.38
TOTAL PAYROLL CHEC	eks		\$	38,614.38
VOID CHECKS				
CHECKS				
ZERO CHECKS	#67090, 67091, 67109, 67	110	\$	-
ZERO EFT			\$	-
BANK DRAFTS			\$	-
TOTAL VOIDS			\$	y-
TOTAL OF ALL PAYME	NTS		\$	153,502.77
APPROVED BY THE HAM				
MAYOR				
COUNCILMEMBER			-	
COUNCILMEMBER				
COUNCILMEMBER				
COUNCILMEMBER			_	

Refund Check Register



City of Ham Lake, MN

Packet: ARPKT01384 - 04/21/25 TRUST REFUNDS

Refund Detail ----

Account Number	Name	Check Date	Check Number	Amount
00125	PRICE HOMES	4/21/2025	67077	2,500.00
00146	PRICE HOMES	4/21/2025	67078	2,500.00
00540	DANIEL KLOEK	4/21/2025	67079	200.00
00652	JANET GERADS	4/21/2025	67080	150.00
			Total Refund Amount:	5,350.00

Revenue Totals

Revenue Code		Total Distribution
TRUST DEPOSITS - TRUST DEPOSITS		5,350.00
	Revenue Totals:	5.350.00

General Ledger Distribution

Posting Date: 04/21/2025

	Account Number	Account Name		Posting Amount	IFT
Fund:	890 - TRUST FUND	-			
	890-10101	Cash-claim on pooled cash		-5,350.00	Yes
	890-11501	Misc receivables		5,350.00	
		:	890 Total:	0.00	
Fund:	999 - POOLED CASH				
	999-10100	Pooled Cash		-5,350.00	
	999-20702	Due to other funds		5,350.00	Yes
		,	999 Total:	0.00	
		Distribut	ion Total:	0.00	

Refund Check Register



City of Ham Lake, MN

Packet: ARPKT01397 - 04/30/25 TRUST REFUNDS

Refund Detail ————

Account Number	Name	Check Date	Check Number	Amount
00662	HEATHER BEDNARCHUK	4/30/2025	67081	150.00
00670	NICOLE ECKLUND	4/30/2025	67082	150.00
			Total Refund Amount:	300.00

Revenue Totals

Revenue Code	Т	otal Distribution
TRUST DEPOSITS - TRUST DEPOSITS		300.00
	Revenue Totals:	300.00

General Ledger Distribution

Posting Date: 04/30/2025

	Account Number	Account Name	Posting Amount	IFT
Fund:	890 - TRUST FUND			
	890-10101	Cash-claim on pooled cash	-300.00	Yes
	890-11501	Misc receivables	300.00	
		890 Total:	0.00	
Fund:	999 - POOLED CASH			
	999-10100	Pooled Cash	-300.00	
	999-20702	Due to other funds	300.00	Yes
		999 Total:	. 0.00	
		Distribution Total:	0.00	



City of Ham Lake, MN

Council Approval List

By (None)

Payment Dates 4/22/2025 - 5/5/2025

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
2285	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-43101-2210	138.01
2285	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-44101-2210	57.55
2285	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-43101-2210	138.01
2285	CINTAS CORP	UNIFORMS	Clothing & personal protectiv	100-44101-2210	57.55
2286	CMT JANITORIAL SERVICES	SHERIFF'S OFFICE CLEANING	Cleaning service	100-41702-3430	153.00
2286	CMT JANITORIAL SERVICES	CITY HALL CLEANING	Cleaning service	100-41702-3430	612.00
2286	CMT JANITORIAL SERVICES	FIRE #1 CLEANING		100-42202-3430	161.00
2286	CMT JANITORIAL SERVICES	FIRE #2 CLEANING	Cleaning service Cleaning service	100-42202-3430	151.00
2286	CMT JANITORIAL SERVICES CMT JANITORIAL SERVICES	FIRE #3	Cleaning service	100-42202-3430	387.00
2286	CMT JANITORIAL SERVICES	PW CLEANING	Cleaning service	100-43104-3430	148.00
2286	CMT JANITORIAL SERVICES	SR CENTER CLEANING	· ·	100-44202-3430	300.00
2287	DELTA DENTAL PLAN OF MINN	MAY COBRA - DK	Cleaning service COBRA receivable	100-44202-5450	52.06
2287		MAY DENTAL	Dental Insurance	100-21711	906.47
	DELTA DENTAL PLAN OF MINN				259.20
2288	FES, INC	(5) SUSPENDERS	Clothing & personal protectiv	100-42201-2210	62.74
2289	GRAINGER	HAM LAKE PARK CONCESSION	Building repair & maintenanc	100-44102-2310	
2290	HYDRAULIC SPECIALTY INC	#75 CYLINDER REPAIR	Vehicle repair & maintenance	100-43101-3470	562.38
2291	MSTS RECEIVABLES	SALES TAX ERROR	Operating supplies	100-44101-2290	6.17
2291	MSTS RECEIVABLES	FENCE PRIVACY SLATS - LION'S	Operating supplies	100-44101-2290	75.97
2291	MSTS RECEIVABLES	HOSE	Operating supplies	100-43101-2290	33.24
2291	MSTS RECEIVABLES	#46 STARTER ROPE	Equipment parts & supplies	100-43101-2320	6.64
2291	MSTS RECEIVABLES	#59 D-RING	Vehicle parts & supplies	100-43101-2340	42.72
2291	MSTS RECEIVABLES	SALES TAX ERROR	Operating supplies	100-44101-2290	-6.17
2292	O'REILLY AUTOMOTIVE STORE		Operating supplies	100-43101-2290	34.72
2292	O'REILLY AUTOMOTIVE STORE	#68 POLISHINGPAD	Operating supplies	100-43101-2290	20.71
2292	O'REILLY AUTOMOTIVE STORE	#68 COMPOUND PAD	Operating supplies	100-43101-2290	50.25
2292	O'REILLY AUTOMOTIVE STORE	#68 MEGACRIMP	Equipment parts & supplies	100-43101-2320	80.22
2292	O'REILLY AUTOMOTIVE STORE	#68 U-JOINT	Equipment parts & supplies	100-43101-2320	35.34
2293	UNLIMITED SUPPLIES INC	CONNECTORS, TEFLON TAPE	Operating supplies	100-43101-2290	34.21
67083	ALLIED BLACKTOP CO.	2025 STREET SWEEPING	Street sweeping	100-43101-2610	20,800.00
67084	ANOKA COUNTY TREASURY D	APRIL BROADBAND CITY HALL	Internet & website	100-41707-3220	37.50
67084	ANOKA COUNTY TREASURY D	APRIL BROADBAND FIRE #2	Internet	100-42201-3220	75.00
67085	ASPEN MILLS INC	UNIFORM - BS	Clothing & personal protectiv	100-42201-2210	248.70
67086	BLAINE LOCK & SAFE, INC.	ELECTRIC DOOR STRIKE - CITY	Building repair & maintenanc	100-41702-2310	960.00
67086	BLAINE LOCK & SAFE, INC.	PAD LOCK FOR TRAFFIC COUN	Operating supplies	100-43101-2290	18.75
67087	BUSINESS ESSENTIALS	TOILET PAPER, PAPER TOWELS	Operating supplies	100-44101-2290	686.16
67088	COMCAST BUSINESS	MAY FIRE #1 ADD'L CABLE BO	Rentals-other	100-42201-3390	11.32
67089	CONNEXUS ENERGY	CITY HALL	Electricity	100-41702-3610	771.11
67089	CONNEXUS ENERGY	GARAGE	Electricity	100-41702-3610	34.14
67089	CONNEXUS ENERGY	CITY SIGN	Electricity	100-41703-3610	262.37
67089	CONNEXUS ENERGY	SOUTH WELCOME	Electricity	100-41703-3610	16.57
67089	CONNEXUS ENERGY	FIRE #2	Electricity	100-42202-3610	299.63
67089	CONNEXUS ENERGY	FIRE #1	Electricity	100-42202-3610	509.94
67089	CONNEXUS ENERGY	FIRE #3	Electricity	100-42202-3610	321.84
67089	CONNEXUS ENERGY	SIRENS	Electricity	100-42302-3610	70.20
67089	CONNEXUS ENERGY	PW	Electricity	100-43104-3610	887.82
67089	CONNEXUS ENERGY	RADISSON/BUNKER SIGNALS	Electricity	100-43401-3610	77.22
67089	CONNEXUS ENERGY	BUNKER/JEFFERSON SIGNALS	Electricity	100-43401-3610	67.54
67089	CONNEXUS ENERGY	STREET LIGHTS #1	Electricity	100-43401-3610	23.89
67089	CONNEXUS ENERGY	CROSSTOWN/HWY 65 SIGNAL	Electricity	100-43401-3610	78.76
67089	CONNEXUS ENERGY	HWY 65/BUNKER SIGNALS	Electricity	100-43401-3610	87.02
67089	CONNEXUS ENERGY	HWY 65/ANDOVER BLVD SIGN	Electricity	100-43401-3610	81.94
67089	CONNEXUS ENERGY	STREET LIGHTS #2	Electricity	100-43401-3610	276.15
67089	CONNEXUS ENERGY	BUNKER/LEXINGTON SIGNALS	Electricity	100-43401-3610	67.18
67089	CONNEXUS ENERGY	HWY 65/CONSTANCE SIGNALS	Electricity	100-43401-3610	127.71

Payment Dates: 4/22/2025 - 5/5/2025

Council Approval List

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
67089	CONNEXUS ENERGY	LEXINGTON/CROSSTOWN SIG	Electricity	100-43401-3610	51.38
67089	CONNEXUS ENERGY	HAM LAKE AERATOR	Electricity	100-44101-3610	15.50
67089	CONNEXUS ENERGY	SODERVILLE PARK WELL	Electricity	100-44101-3610	15.50
67089	CONNEXUS ENERGY	SODERVILLE PARK	Electricity	100-44101-3610	37.07
67089	CONNEXUS ENERGY	HAM LAKE PARK	Electricity	100-44101-3610	122.90
67089	CONNEXUS ENERGY	HAM LAKE WELL	Electricity	100-44101-3610	149.08
67089	CONNEXUS ENERGY	HAM LAKE PARK CONCESSION	Electricity	100-44102-3610	26.23
67089	CONNEXUS ENERGY	LION'S PARK CONCESSION	Electricity	100-44102-3610	16.09
67089	CONNEXUS ENERGY	HAM LAKE PARK SHELTER	Electricity	100-44102-3610	30.60
67089	CONNEXUS ENERGY	LION'S PARK PAVILION	Electricity	100-44102-3610	104.78
67089	CONNEXUS ENERGY	HAM LAKE PARK BUILDING	Electricity	100-44102-3610	134.68
67089	CONNEXUS ENERGY	SR CENTER	Electricity	100-44202-3610	415.22
67089	CONNEXUS ENERGY	STREET LIGHTS (CREDIT FOR L	Electricity	232-43701-3610	-36.00
67089	CONNEXUS ENERGY	STREET LIGHTS	Electricity	232-43701-3610	4,774.82
67092	DEARBORN LIFE INS CO	MAY LIFE	Life Insurance	100-21714	54.40
67092	DEARBORN LIFE INS CO	MAY VOL LIFE	Life Insurance	100-21714	204.00
67093	DEHN OIL CO	425 GAL GASOLINE	Fuel	100-43101-2230	1,065.22 792.77
67093	DEHN OIL CO	325 GAL DIESEL	Fuel	100-43101-2230	12,935.00
67094	EMBEDDED SYSTEMS INC	DECODER FOR SIREN UPGRAD	Capital assets	210-41705-5110 100-42201-3450	521.22
67095	FIRE INSTRUCTION & RESCUE	E-3 FRONT PASSENGER SEAT R	Fire apparatus repair & maint Training/conferences/schools	100-42201-3510	6,750.00
67096		FIRE APPARATUS OPERATOR F FIRST ARRIVING RIGHT SEAT O	· .	100-42201-3510	650.00
67096	FIRE INSTRUCTION & RESCUE JOHNSON FITNESS & WELLNE	EXERCISE EQUIPMENT PREVE	Equipment repair & maintena	100-42201-3310	269.00
67097 67098	KINGS III EMERGENCY COMM	MAY ELEVATOR PHONE	Phones/radios/pagers	100-42201-3440	39.17
67099	MACQUEEN EQUIPMENT/MA	FACEPIECE	Clothing & personal protectiv	100-41701-3210	666.00
67099	MACQUEEN EQUIPMENT/MA	(5) AIR CYLINDERS	Capital assets	100-42201-5110	6,649.35
67100	MATTHEW HOMES	DEVIATION PERMIT - 11151 H	Deviation permits	100-32204	300.00
67101	MENARDS-BLAINE	TRASH BAGS, ELBOWS, BLEAC	Operating supplies	100-44101-2290	59.08
67101	MENARDS-BLAINE	HOSE/NOZZLE, WEED SPRAY, S	Operating supplies	100-44101-2290	120.17
67102	MINNESOTA EQUIPMENT	#68 CROSS & BEARING ASSEM	· - · · ·	100-43101-2340	106.46
67103	PTL TIRE INC	C-1 A/C RECHARGE, OIL CHAN	Fire apparatus repair & maint	100-42201-3450	1,587.55
67104	SPECIALTY SOLUTIONS LLC	LANDSCAPE MIX	Operating supplies	100-44101-2290	636.50
67105	SUMMIT COMPANIES	RESIDENT EXTINGUISHER SER	Fire Extinguisher	100-20203	12,50
67105	SUMMIT COMPANIES	C-1 FIRE EXTINGUISHER RECH	Equipment repair & maintena	100-42201-3440	79.70
67106	TASC	JUNE COBRA ADMINISTRATIO	Other professional services	100-41701-3190	28.30
67107	THE MPX GROUP	MAY HAM LAKER DELIVERY	Other services and charges	211-41704-3990	400.00
67108	US BANK CORPORATE PAYME	ZOOM-zoom-NW	Dues & subscriptions	100-41201-3920	13.83
67108	US BANK CORPORATE PAYME	MN STATE COLLEGES-Nicole	Training/conferences/schools	100-41301-3510	640.00
67108	US BANK CORPORATE PAYME	MN STATE COLLEGES-MMCI T	Training/conferences/schools	100-41401-3510	640.00
67108	US BANK CORPORATE PAYME	IOS-toner Nicole-NW	Office supplies	100-41701-2110	165.78
67108	US BANK CORPORATE PAYME	IOS-pens, highlighters, copier	Office supplies	100-41701-2110	141.14
67108	US BANK CORPORATE PAYME	IOS-file folders, 3 ring binders	Office supplies	100-41701-2110	79.01
67108	US BANK CORPORATE PAYME	AMAZON-ant traps-NW	Operating supplies	100-41701-2290	5.84
67108	US BANK CORPORATE PAYME	IOS-soap, urinal screens, klee	Operating supplies	100-41701-2290	210.25
67108	US BANK CORPORATE PAYME	AMAZON-power strip-NW	Operating supplies	100-41701-2290	24.99
67108	US BANK CORPORATE PAYME	IOS-dishwasher detergent-N	Operating supplies	100-41701-2290	26.07
67108	US BANK CORPORATE PAYME	AMAZON-CLR cleaner-NW	Operating supplies	100-41701-2290	19.30 18.99
67108	US BANK CORPORATE PAYME US BANK CORPORATE PAYME	AMAZON-desk calendar-NW IOS-bankers boxes-NW	Operating supplies Operating supplies	100-41701-2290 100-41701-2290	14.67
67108 67108	US BANK CORPORATE PAYME	AMAZON-desk calendar-NW	Operating supplies	100-41701-2290	9.91
67108	US BANK CORPORATE PAYME	PANTHEON-website-NW	Internet & website	100-41707-3220	350.00
67108	US BANK CORPORATE PAYME	CHANTICLEAR-Pizza after exte	Emergency food & beverage	100-42201-2220	123.89
67108	US BANK CORPORATE PAYME	HOLIDAY-Fuel for gas cans-MR	Fuel	100-42201-2220	6.49
67108	US BANK CORPORATE PAYME	HOLIDAY-Fuel for gas cans-MR	Fuel	100-42201-2230	19,24
67108	US BANK CORPORATE PAYME	HOLIDAY-Fuel for gas can E1-	Fuel	100-42201-2230	20.44
67108	US BANK CORPORATE PAYME	HOLIDAY-Fuel for gas cans-MR	Fuel	100-42201-2230	30.82
67108	US BANK CORPORATE PAYME	LOWES-Can Fuel - small equip	Fuel	100-42201-2230	61.57
67108	US BANK CORPORATE PAYME	AMAZON-gas cans-NW	Operating supplies	100-42201-2290	91.58
67108	US BANK CORPORATE PAYME	AMAZON-streamlight batterie	Operating supplies	100-42201-2290	91.62
67108	US BANK CORPORATE PAYME	AMAZON-mighty max battery-	Operating supplies	100-42201-2290	19.69

Payment Dates: 4/22/2025 - 5/5/2025

Payment Number	Vendor Name	Description (Item)	Account Name	Account Number	Amount
67108	US BANK CORPORATE PAYME	CLAREY'S SAFETY-G1 & G3 Ho	Equipment parts & supplies	100-42201-2320	138.50
67108	US BANK CORPORATE PAYME	DOLLAR GENERAL-Pager cord-	Phones/radios/pagers	100-42201-3210	23.79
67108	US BANK CORPORATE PAYME	MN IAAI-Conf Lew Vandenb	Training/conferences/schools	100-42201-3510	325.00
67108	US BANK CORPORATE PAYME	MN IAAI-Conf Alexa Schillo-	Training/conferences/schools	100-42201-3510	325.00
67108	US BANK CORPORATE PAYME	AMAZON-printer ink John W-	Office Supplies	100-43101-2110	40.99
67108	US BANK CORPORATE PAYME	AMAZON-fuel caddy-NW	Operating supplies	100-43101-2290	227.99
67108	US BANK CORPORATE PAYME	DOLLAR GENERAL-distilled wa	Equipment parts & supplies	100-43101-2320	3.50
67108	US BANK CORPORATE PAYME	NORTHERN TOOL-Winch, saw	Operating supplies	100-44101-2290	284.95
67108	US BANK CORPORATE PAYME	AMAZON-lawn mower blades	Equipment parts & supplies	100-44101-2320	206.55
67108	US BANK CORPORATE PAYME	AMAZON-lawn mower blades	Equipment parts & supplies	100-44101-2320	-191.99
67111	VERIZON WIRELESS	5 FIRE SURFACE PROS	Phones/radios/pagers	100-42201-3210	100.10
67111	VERIZON WIRELESS	MR	Phones/radios/pagers	100-42201-3210	41.39
67111	VERIZON WIRELESS	TD, MJ & 2 LAPTOPS	Phones/radios/pagers	100-42401-3210	162.80
67111	VERIZON WIRELESS	JK, JW, JC, CS, EH, & 2 LAPTOP	Phones/radios/pagers	100-43101-3210	318.38
67111	VERIZON WIRELESS	DH, AC	Phones/radios/pagers	100-44101-3210	87.22
67112	WICK COMMUNICATIONS CO-	HAM LAKER	Printing	211-41704-3970	746.07
67112	WICK COMMUNICATIONS CO-	HAM LAKER CHAMBER EVENT	Reimbursable expense	100-48101-4150	565.60
67113	WRIGHT-HENNEPIN COOPERA	MAY SECURITY MONITORING	Monitoring	100-41702-3145	33.95
67113	WRIGHT-HENNEPIN COOPERA	MAY ELEVATOR MONITORING	Monitoring	100-41702-3145	10.00
67113	WRIGHT-HENNEPIN COOPERA	MAY PW FIRE PANEL MONITO	Monitoring	100-43104-3145	52.95
67114	ZARNOTH BRUSH WORKS, INC	CABLEWRAP BROOM REFILL	Street sweeping	100-43101-2610	1,180.00
DFT0002882	COMPENSATION CONSULTAN	Health Savings Account	HSA Account	100-21712	150.00
DFT0002883	EMPOWER	Deferred Compensation	Deferred compensation	100-21704	2,410.00
DFT0002883	EMPOWER	Roth IRA	Deferred compensation	100-21704	50.00
DFT0002884	IRS-Payroll Tax	Federal Withholding	Federal WH/FICA/MC	100-21701	6,418.56
DFT0002884	IRS-Payroll Tax	Medicare Payable	Federal WH/FICA/MC	100-21701	1,727.10
DFT0002884	IRS-Payroll Tax	Social Security Payable	Federal WH/FICA/MC	100-21701	6,830.54
DFT0002885	MN STATE DEPT OF REVENUE-	MN State Withholding	State W/H	100-21702	2,755.38
DFT0002886	PERA	Retirement-Coordinated	PERA	100-21703	7,370.80
DFT0002886	PERA	Retirement-Police & Fire	PERA	100-21703	1,318.92
DFT0002887	US POSTMASTER	MAY HAM LAKER POSTAGE	Postage	211-41704-2120	1,414.30
DFT0002888	US POSTMASTER	APRIL SR CENTER POSTAGE	Postage Liability	100-20204	42.24

Grand Total: 109,238.39

Report Summary

Fund Summary

Fund		Payment Amount
100 - GENERAL		89,004.20
210 - CABLE TV		12,935.00
211 - HAM LAKER		2,560.37
232 - STREET LIGHT		4,738.82
	Grand Total:	109,238.39

Account Summary				
Account Number	Account Name	Payment Amount		
100-11502	COBRA receivable	52.06		
100-20203	Fire Extinguisher	12.50		
100-20204	Postage Liability	42.24		
100-21701	Federal WH/FICA/MC	14,976.20		
100-21702	State W/H	2,755.38		
100-21703	PERA	8,689.72		
100-21704	Deferred compensation	2,460.00		
100-21711	Dental Insurance	906.47		
100-21712	HSA Account	150.00		
100-21714	Life Insurance	258.40		
100-32204	Deviation permits	300.00		
100-41201-3920	Dues & subscriptions	13.83		
100-41301-3510	Training/conferences/sc	640.00		
100-41401-3510	Training/conferences/sc	640.00		
100-41701-2110	Office supplies	385.93		
100-41701-2290	Operating supplies	330.02		
100-41701-3190	Other professional servi	28.30		
100-41701-3210	Phones/radios/pagers	39.17		
100-41702-2310	Building repair & mainte	960.00		
100-41702-3145	Monitoring	43.95		
100-41702-3430	Cleaning service	765.00		
100-41702-3610	Electricity	805.25		
100-41703-3610	Electricity	278.94		
100-41707-3220	Internet & website	387.50		
100-42201-2210	Clothing & personal prot	1,173.90		
100-42201-2220	Emergency food & bever	123.89		
100-42201-2230	Fuel	138.56		
100-42201-2290	Operating supplies	202.89		
100-42201-2320	Equipment parts & suppl	138.50		
100-42201-3210	Phones/radios/pagers	165.28		
100-42201-3220	Internet	75.00		
100-42201-3390	Rentals-other	11.32		
100-42201-3440	Equipment repair & mai	348.70		
100-42201-3450	Fire apparatus repair &	2,108.77		
100-42201-3510	Training/conferences/sc	8,050.00		
100-42201-5110	Capital assets	6,649.35		
100-42202-3430	Cleaning service	699.00		
100-42202-3610	Electricity	1,131.41		
100-42302-3610	Electricity	70.20		
100-42401-3210	Phones/radios/pagers	162.80		
100-43101-2110	Office Supplies	40.99		
100-43101-2210	Clothing & personal prot	276.02		
100-43101-2230	Fuel	1,857.99		
100-43101-2290	Operating supplies	419.87		
100-43101-2320	Equipment parts & suppl	125.70		
100-43101-2340	Vehicle parts & supplies	149.18		
100-43101-2610	Street sweeping	21,980.00		
100-43101-3210	Phones/radios/pagers	318.38		
100-43101-3470	Vehicle repair & mainten	562.38		

Account Summary

Account Number	Account Name	Payment Amount
100-43104-3145	Monitoring	52.95
100-43104-3430	Cleaning service	148.00
100-43104-3610	Electricity	887.82
100-43401-3610	Electricity	938.79
100-44101-2210	Clothing & personal prot	115.10
100-44101-2290	Operating supplies	1,862.83
100-44101-2320	Equipment parts & suppl	14.56
100-44101-3210	Phones/radios/pagers	87.22
100-44101-3610	Electricity	340.05
100-44102-2310	Building repair & mainte	62.74
100-44102-3610	Electricity	312.38
100-44202-3430	Cleaning service	300.00
100-44202-3610	Electricity	415.22
100-48101-4150	Reimbursable expense	565.60
210-41705-5110	Capital assets	12,935.00
211-41704-2120	Postage	1,414.30
211-41704-3970	Printing	746.07
211-41704-3990	Other services and charg	400.00
232-43701-3610	Electricity	4,738.82
	Grand Total:	109,238.39

Project Account Summary

Project Account Key		Payment Amount
None		109,238.39
	Grand Total:	109,238,39

2,

City of Ham Lake, MN

EFT Payroll Check Register

Report Summary

Pay Period: 4/13/2025-4/26/2025

Packet: PYPKT01762 - PPE 04/26/25 PAID 05/02/25

Payroll Set: City of Ham Lake - 01

Туре	Count	Amount
Regular Checks	0	0.00
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	32	38,614.38
Total	32	38,614.38

ORDINANCE NO. 25-XX

AN ORDINANCE AMENDING A PORTION OF CHAPTER 9 OF THE CITY OF HAM LAKE, COUNTY OF ANOKA, STATE OF MINNESOTA.

The City Council of the City of Ham Lake does hereby ordain as follows, pursuant to Article 9 of the Ham Lake City Code.

That the zoning classification for the following described property situated in the City of Ham Lake, Anoka County, Minnesota is hereby designated from R-1 (Single Family Residential) to R-A (Rural Single Family Residential) for Hentges Addition.

Lot 1, Block 1, Hentges Addition

Presented to the Ham Lake City Council on April 21, 2025 and adopted by a unanimous vote this 5th day of May, 2025.

	Brian Kirkham, Mayor	
Denise Webster, City Clerk		

Meeting Date: May 5, 2025

CITY OF HAM LAKE

STAFF REPORT

To:

Mayor and Councilmembers

From:

John Witkowski, Public Works Superintendent

Subject:

Hiring Seasonal Maintenance Workers

Introduction: I am recommending the hiring of three Public Works part-time seasonal maintenance workers. At this time, we are still actively seeking applicants, and in the future, may recommend additional personnel to fill open spots.

Recommendation: Listed below are three individuals that are being recommended for the Public Works part-time seasonal maintenance positions.

Leif Nielsen and Michael Richmond are returning employees at a pay rate of \$16.00 per hour. Simon Johnson is a new employee at a pay rate of \$15.00 per hour.



Memorandum

Office (763) 862-8000 Fax (763) 862-8042

Date: April 30, 2025

To: Mayor and Councilmembers

From: David A. Krugler, City Engineer

Subject: 2025 Street Maintenance Program bids

Introduction:

The City of Ham Lake has entered into a Joint Powers Agreement with thirteen other local cities to form the North Metro Regional Street Materials Regional Group. The group of cities has a Joint Powers Agreement to combine certain bid items to reduce the number of contracts needed and hopefully achieve lower bids from contractors.

Discussion:

Coon Rapids determined that Warning Lites and Northwest Asphalt were non-responsible bidders and have rejected their bids. Coon Rapids has determined that Sir Lines-A-Lot and Allied Blacktop Company are responsible bidders and have recommended members of the JPA to use their bid.

Sir Lines-A-Lot is the low bidder for latex paint markings, parking lot markings and symbols, with bids of \$41.00 and \$208.00 per gallon respectively. The 1,200 gallons is enough paint to re-stripe the existing striped MSA streets centerline, turn lanes and fog lines, the 12 gallons is enough to stripe the City Hall, Fire Station #1, Senior Center and Tennis Court parking lots and the 22 gallons is enough paint for stop lines, single arrows, double arrows and crosswalks. The bid amounts to \$56,536.00, which is 33.5% over the estimated cost of \$42,360.00.

Allied Blacktop Company is the low bidder for crack sealing, with a "route and seal" bid of \$0.58 per lineal foot. For the 52,780 lineal foot quantity, the bid amounts to \$30,612.40. The crack sealing low bid is 7.9% under the estimated cost of \$33,251.40

The total of the two low bids is \$87,148.40. This is 15.3% over the total estimated cost of \$75,611.40.

Recommendation:

It is recommended that the City withdrawal their concurrence with Warning Lites and Northwest Asphalt and concur by motion to award to the low responsible bidders for seal coating, striping/symbols and crack sealing to Sir Lines-A-Lot and Allied Blacktop Company respectively.

Street Maintenance JPA (#9485043) Owner: Coon Rapids MN, City of Solicitor: Coon Rapids MN, City of 03/21/2025 10:00 AM CDT

						1		Northwe	st Asphalt &		
				Allied Blac	ktop Company	Pearso	n Bros, Inc.		itenance	Warn	ing Lites
Section Title	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
BID SCHEDULE NO. 1 - SEAL COATING					\$224,293.00		\$243,170.40		\$0.00		\$0.00
	Dresser Trap Rock										
	(Base Bid) - Furnish and Install FA-1 1/8	SY	123500	\$1.21	\$149,435.00	\$1.41	\$174,135.00				
				,	72.27		*				
	Furnish and Install										
	CRS-2 Seal Coat Oil Furnish and Install	GAL	24360	\$2.15	\$52,374.00	\$1.89	\$46,040.40				
	CRS-2P (Polymer										
	Mod)	GAL	10220	\$2.20	\$22,484.00	\$2.25	\$22,995.00				
BID SCHEDULE NO. 1A - SEAL COAT ALTERNATE					\$224,293.00		\$243,170.40		\$0.00		\$0.00
	Granite Alternate -										***************************************
	Furnish and Install									1	
	FA-1 (Modified 1/8à€)	SY	123500	\$1.21	\$149,435.00	\$1.41	\$174,135.00	l			
	2,000,	-	220000	02.22	4240,400,00	1 42,	Q17-1,100.00	ŀ			
	Furnish and Install										
	CRS-2 Seal Coat Oil Furnish and Install	GAL	24360	\$2.15	\$52,374.00	\$1.89	\$46,040.40				
	CRS-2P (Polymer										
DID COLUMN A DAVEMENT	Mod)	GAL	10220	\$2.20	\$22,484.00	\$2,25	\$22,995.00				
BID SCHEDULE NO. 2 - PAVEMENT MARKINGS					\$0.00		\$0.00		\$0.00	1	\$316,171.25
	Furnish and Install		F 404								A400 445 0
	Street Markings	GAL	5461							\$35.24	\$192,445.64
	Furnish and Install										
	Parking Lot Markings	GAL	24							\$165.63	\$3,975.12
	Furnish and Install										
	Symbol Markings	GAL	723							\$165.63	\$119,750.49
BID SCHEDULE NO. 3 - CRACK SEALING					\$447,945.32		\$0.00		\$399,468,00		\$0.00
	Furnish and Install							ĺ			
	Street Rout & Seal			ļ		1				l	
	Crack Sealing	LF	393572	\$0.58	\$228,271.76	İ		\$0.50	\$196,786.00		
	Furnish and Install]		ļ	
	Street Blow & Go										
	Crack Sealing	LF	375839	\$0.54	\$202,953.06	1		\$0.50	\$187,919.50		
	Francisk and Install										
	Furnish and Install Trail Rout & Seal										
	Crack Seating	LF	19425	\$0.58	\$11,266.50			\$0.50	\$9,712.50		
	Furnish and Install										
	Trail Blow & Go										
	Crack Sealing	LF	10100	\$0.54	\$5,454.00			\$0.50	\$5,050.00		
BID SCHEDULE NO. 4 - FOG SEALING -					****						***
STREETS	Furnish & Install			-	\$213,693.00	<u> </u>	\$154,435.80		\$0.00	 	\$0.00
	Street Fog Sealing	GAL	26220	\$8.15	\$213,693.00	\$5.89	\$154,435.80				
BID SCHEDULE NO. 5 - FOG SEALING - TRAILS & PARKING LOTS					\$02.000.E0		\$100.227.52		40.00		***
INAILS & PARMING LUIS	Furnish & Install Trail				\$93,899.50		\$100,327.50		\$0.00	 	\$0.00
	Fog Sealing	GAL	13900	\$4.90	\$68,110.00	\$5.25	\$72,975.00	1			
	Furnish & Install							1			
	Parking Lot Fog						407 050 50	l		l	
	Sealing	GAL	5210	\$4.95	\$25,789.50	\$5.25	\$27,352.50			i .	

Meeting Date: May 5, 2025

CITY OF HAM LAKE

STAFF REPORT

To:

Mayor and Councilmembers

From:

Mike Raczkowski, Fire Chief

Item/Title/Subject:

Building Destruction Agreement/Training Burns

Introduction/Discussion:

The Ham Lake Fire Department was contacted by the property owners of 2045 Constance Boulevard NE and 17535 Chisholm Street NE. The owners are interested in allowing the Fire Department to conduct a training burn as part of the demolition process at these two sites. Live burn training such as this allows firefighters to experience actual fire conditions in a controlled situation. The size and condition of each structure are such that it does have good training value for the department's firefighters.

The Ham Lake Fire Department will be conducting the training burn of the home at 17535 Chisholm Street NE and have invited SBM Fire Department to train with us at this site. I have offered the East Bethel Fire Department the home at 2045 Constance Boulevard NE, a much smaller house to do the training burn at this site.

The Building Destruction Agreements have been updated by the City Attorney and have been drawn up for each site to include which city the Building Destruction Agreements are between.

F.I.R.E. Inc. will be hired as an approved trainer for both of these live burns. Their fee will be covered by a grant from MBFTE (Minnesota Board of Firefighter Training and Education). The training burns are scheduled for June 7, 2025.

Recommendation:

Authorization to enter into the Building Destruction Agreements for 2045 Constance Boulevard NE and 17535 Chisholm Street NE and hire F.I.R.E. Inc. as trainer for these training exercises. Approval is contingent upon ownership being verified by the City Attorney.

BUILDING DESTRUCTION AGREEMENT FIRE DEPARTMENT TRAINING EXCERCISE

THIS AGREEMENT, entered into and made effective as of the date fully executed by all parties (hereinafter "Effective Date"), is by and between Entsminger Enterprise, LLC, a Minnesota limited liability company with its principal address located at 14916 Central Avenue NE, Ham Lake, MN 55304 (hereinafter "Owner"), the City of Ham Lake, Anoka County, Minnesota, (hereinafter "City"), and the City of East Bethel, Anoka County, Minnesota (hereinafter "East Bethel").

WHEREAS, Owner is the fee Owner of 2045 Constance Boulevard, Ham Lake, MN 55304 (Anoka County Property ID 16-32-23-21-0001) (hereinafter "Property"), which includes one or more of the following buildings and structures: (1) the property's primary residence; and (2) accessory structures (hereinafter "Structures")"; and

WHEREAS, Owner desires to have East Bethel destroy the Structures on the Property as part of a fire exercise for the East Bethel Fire Department; and

WHEREAS, East Bethel and the East Bethel Fire Department are willing to destroy the Structures on the terms and conditions set forth in this Agreement; and

WHEREAS, the City is willing to allow East Bethel and the East Bethel Fire Department to destroy the Structures on the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the foregoing, Owner, the City of East Bethel, The East Bethel Fire Department, and the City hereby agree as follows:

- 1. Owner does hereby authorize East Bethel, the East Bethel Fire Department, and their employees, agents, representatives and designees, to enter onto the Property and cause the destruction of the Structures as part of the East Bethel Fire Department's training exercise.
 - 2. Owner warrants and represents as follows:
 - A) That Owner has removed all personal property or other items of value from within and around the Structures.
 - B) That there are no underground storage tanks, or other deposits or containers containing hazardous or flammable materials located in, on or around the Property or Structures.
 - C) That Owner owns fee title to the Property and the Structures, and there are no mortgagees, lien holders or any other person having any interest in and to the Property or Structures, and Owner is under no legal duty to seek the permission of any third party to cause the destruction of the Structures.
- 3. Owner shall be responsible for obtaining all permits and completing and filing with the City, East Bethel, and other governmental agencies, all paperwork and applications necessary to cause the Structures to be destroyed as contemplated in this Agreement.
- 4. The East Bethel Fire Department shall cause the destruction of the Structures, weather conditions permitting, on or before sixty (60) days from the Effective Date, or as soon thereafter as weather conditions permit. The East Bethel Fire Department shall be the sole judge of when to conduct the burning operation.

- 5. During the burn operation, East Bethel and the East Bethel Fire Department shall have sole control of the Property and shall be entitled to limit access to the Property to East Bethel and the East Bethel Fire Department authorized personnel only. The Owner may come upon the site during the burn but may not interfere in any way with East Bethel or the East Bethel Fire Department personnel in the performance of the operation.
- 6. The Structures, including all attachments, if any, are to be burned to ground level. The East Bethel Fire Department may control the burn and conduct such training exercises as they deem appropriate in their sole discretion, including extinguishing and re-igniting the fire as deemed necessary for training purposes.
- 7. The East Bethel Fire Department shall extinguish all fires at the conclusion of the training exercise. Owner shall be solely responsible for the removal and proper disposal of all demolition debris, including, without limitation, all ash, partly burned objects, metal, concrete, stone, masonry or other noncombustible debris. Debris removal will be completed by Owner within thirty (30) days after completion of the burn.
- 8. If Owner fails to remove the debris as required herein, the City may, at its sole discretion, enter the Property and cause the debris to be removed at the sole cost of the Owner. The Owner shall reimburse the City for any costs of debris removal within thirty (30) days of receipt of request for payment from the City. If Owner fails to reimburse the City within said thirty (30) day period, the City may assess its costs of debris removal against the Property as a special assessment pursuant to Minnesota Statute Chapter 429, et al.
- 9. As compensation to the City for its costs associated with the destruction of the Structures, Owner shall pay the City the sum of Seven Hundred and 00/100 Dollars (\$700.00), at the time of execution of this Agreement.
- 10. Owner shall be solely responsible for and shall indemnify and hold the City, East Bethel and the East Bethel Fire Department harmless from any liability arising out of any explosion or release of any hazardous substance caused by the existence of any undisclosed peril on or in the Property or structures, whether or not Owner has any actual knowledge of the existence of such perils. Further, Owner is aware that although the East Bethel Fire Department intends to exercise reasonable caution in causing the destruction of the Structures, the activity will necessitate the presence of heavy equipment, trucks, and the like in and around the Property, and Owner hereby indemnifies and holds harmless the City, East Bethel, and the East Bethel Fire Department from any liability to Owner as a result of the damage or destruction to any shrubbery, vegetation, landscaping, or unremoved property occasioned by the East Bethel Fire Department's demolition or burning activities.
- 11. East Bethel and the East Bethel Fire Department agrees to indemnify and hold the City harmless from any and all liabilities, and defend against lawsuits, expenses, damages, acts or failures to act, attorney's fees and court costs, which may arise as a result of East Bethel and the East Bethel Fire Department causing the destruction of the Structures as contemplated by this Agreement.
- 12. The parties hereto represent, warrant and agree that each has been represented by their own counsel, or has had the right to be so represented but declined any such representation; that they have thoroughly read and understand the terms of this Agreement; that they have conferred with their respective attorneys on any questions in regard to this Agreement, or had the right to confer with an attorney but have declined to do so; and have voluntarily entered into this Agreement.

- 13. The parties hereto acknowledge and agree that this Agreement represents the full and complete agreement of the parties, and that this Agreement supersedes and replaces any prior agreements relating to the subject matter addressed herein, whether oral or written, and any amendments or modifications of this Agreement must be in writing and executed by all parties to be effective. The parties represent and warrant that there are no covenants, promises, undertakings or understandings between the parties outside of this Agreement except as specifically set forth herein.
- 14. This Agreement shall not be construed more strictly against one party than against any other party by virtue of the fact that the Agreement may have been drafted or prepared by counsel for one of the parties, it being recognized that all parties to this Agreement have contributed substantially and materially to the negotiations and/or preparation of this Agreement.
- 15. This Agreement shall be construed, interpreted and enforced in accordance with the laws of the State of Minnesota, irrespective of the domicile of the parties or other conflict of law provisions.
- 16. If any provision of this Agreement shall be determined by any court or governmental agency to be invalid or unenforceable, the remainder of this Agreement and the application of such provision to other persons or circumstances shall not be affected thereby and shall remain enforceable to the greatest extent permitted by law.

IN WITNESS WHEREOF, the parties have hereunto set their hands as of the date opposite their signatures.

OWNER

Dated:	, 2025	Entsminger Enterprise, LLC
		By:
STATE OF MINNESOTA)) ss	
COUNTY OF ANOKA)	
county, personally appeared I the foregoing instrument and	leffrey Entsminge I acknowledged t	, 2025, before me, a notary public within and for said r, Manager of Entsminger Enterprises, LLC, who executed hat he executed the same of his own free will and as the ses, LLC, the owner of the Property described herein.
		Notary Public

CITY OF EAST BETHEL

Dated:	, 2025	By:
Dated:	, 2025	By: Its Carrie Frost, Administrative Coordinator
STATE OF MINNESOTA COUNTY OF ANOKA On this day)) ss.)	, 2025, before me, a notary public within and for said
county, personally appeared and Administrative Coordinat	Ardie Anderson and tor of the City of E	and Carrie Frost to me known to be respectively the Mayor cast Bethel, and who executed the foregoing instrument and behalf of the City of East Bethel and the East Bethel Fire
		Notary Public
		CITY OF HAM LAKE
Dated:	, 2025	By: Its: Brian Kirkham, Mayor
Dated:	, 2025	By: Its Denise Webster, City Clerk
STATE OF MINNESOTA COUNTY OF ANOKA)) ss.)	
	Brian Kirkham and Ham Lake, and wh	, 2025, before me, a notary public within and for said Denise Webster to me known to be respectively the Mayor to executed the foregoing instrument and acknowledge that
		Notary Public

BUILDING DESTRUCTION AGREEMENT FIRE DEPARTMENT TRAINING EXCERCISE

THIS AGREEMENT, entered into and made effective as of the date fully executed by all parties (hereinafter "Effective Date"), is by and between JBR Ramsey, LLC, a Minnesota limited liability company with its principal address located at 14916 Central Avenue NE, Ham Lake, MN 55304 (hereinafter "Owner") and the City of Ham Lake, Anoka County, Minnesota, (hereinafter "City").

WHEREAS, Owner is the fee Owner of 17535 Chisholm Street NE, Ham Lake, MN 55304 (Anoka County Property ID 05-32-23-42-0003) (hereinafter "Property"), which includes one or more of the following buildings and structures: (1) the property's primary residence; and (2) accessory structures (hereinafter "Structures")"; and

WHEREAS, Owner desires to have the City destroy the Structures on the Property as part of a fire exercise for the Ham Lake Volunteer Fire Department (hereinafter "Fire Department"); and

WHEREAS, the City is willing to destroy the Structures on the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the foregoing, Owner and the City hereby agree as follows:

- 1. Owner does hereby authorize the City and the Fire Department, and their employees, agents, representatives and designees, to enter onto the Property and cause the destruction of the Structures as part of the Fire Department's training exercise.
 - 2. Owner warrants and represents as follows:
 - A) That Owner has removed all personal property or other items of value from within and around the Structures.
 - B) That there are no underground storage tanks, or other deposits or containers containing hazardous or flammable materials located in, on or around the Property or Structures.
 - C) That Owner owns fee title to the Property and the Structures, and there are no mortgagees, lien holders or any other person having any interest in and to the Property or Structures, and Owner is under no legal duty to seek the permission of any third party to cause the destruction of the Structures.
- 3. Owner shall be responsible for obtaining all permits and completing and filing with the City and other governmental agencies, all paperwork and applications necessary to cause the Structures to be destroyed as contemplated in this Agreement.
- 4. The Fire Department shall cause the destruction of the Structures, weather conditions permitting, on or before sixty (60) days from the Effective Date, or as soon thereafter as weather conditions permit. The Fire Department shall be the sole judge of when to conduct the burning operation.
- 5. During the burn operation, the City and the Fire Department shall have sole control of the Property and shall be entitled to limit access to the Property to City and Fire Department authorized personnel only. The Owner may come upon the site during the burn but may not interfere in any way with the City or Fire Department personnel in the performance of the operation.

- 6. The Structures, including all attachments, if any, are to be burned to ground level. The Fire Department may control the burn and conduct such training exercises as they deem appropriate in their sole discretion, including extinguishing and re-igniting the fire as deemed necessary for training purposes.
- 7. The Fire Department shall extinguish all fires at the conclusion of the training exercise. Owner shall be solely responsible for the removal and proper disposal of all demolition debris, including, without limitation, all ash, partly burned objects, metal, concrete, stone, masonry or other noncombustible debris. Debris removal will be completed by Owner within thirty (30) days after completion of the burn.
- 8. If Owner fails to remove the debris as required herein, the City may, at its sole discretion, enter the Property and cause the debris to be removed at the sole cost of the Owner. The Owner shall reimburse the City for any costs of debris removal within thirty (30) days of receipt of request for payment from the City. If Owner fails to reimburse the City within said thirty (30) day period, the City may assess its costs of debris removal against the Property as a special assessment pursuant to Minnesota Statute Chapter 429, et al.
- 9. As compensation to the City for its costs associated with the destruction of the Structures, Owner shall pay the City the sum of Seven Hundred and 00/100 Dollars (\$700.00), at the time of execution of this Agreement.
- Owner shall be solely responsible for and shall indemnify and hold the City and the Fire Department harmless from any liability arising out of any explosion or release of any hazardous substance caused by the existence of any undisclosed peril on or in the Property or structures, whether or not Owner has any actual knowledge of the existence of such perils. Further, Owner is aware that although the Fire Department intends to exercise reasonable caution in causing the destruction of the Structures, the activity will necessitate the presence of heavy equipment, trucks, and the like in and around the Property, and Owner hereby indemnifies and holds harmless the City and the Fire Department from any liability to Owner as a result of the damage or destruction to any shrubbery, vegetation, landscaping, or unremoved property occasioned by the Fire Department's demolition or burning activities.
- 11. The parties hereto represent, warrant and agree that each has been represented by their own counsel, or has had the right to be so represented but declined any such representation; that they have thoroughly read and understand the terms of this Agreement; that they have conferred with their respective attorneys on any questions in regard to this Agreement, or had the right to confer with an attorney but have declined to do so; and have voluntarily entered into this Agreement.
- 12. The parties hereto acknowledge and agree that this Agreement represents the full and complete agreement of the parties, and that this Agreement supersedes and replaces any prior agreements relating to the subject matter addressed herein, whether oral or written, and any amendments or modifications of this Agreement must be in writing and executed by all parties to be effective. The parties represent and warrant that there are no covenants, promises, undertakings or understandings between the parties outside of this Agreement except as specifically set forth herein.
- 13. This Agreement shall not be construed more strictly against one party than against any other party by virtue of the fact that the Agreement may have been drafted or prepared by counsel for one of the parties, it being recognized that all parties to this Agreement have contributed substantially and materially to the negotiations and/or preparation of this Agreement.
- 14. This Agreement shall be construed, interpreted and enforced in accordance with the laws of the State of Minnesota, irrespective of the domicile of the parties or other conflict of law provisions.

15. If any provision of this Agreement shall be determined by any court or governmental agency to be invalid or unenforceable, the remainder of this Agreement and the application of such provision to other persons or circumstances shall not be affected thereby and shall remain enforceable to the greatest extent permitted by law.

IN WITNESS WHEREOF, the parties have hereunto set their hands as of the date opposite their signatures.

		OWNER
Dated:	, 2025	JBR Ramsey, LLC
		By:Richard Lee, Manager
STATE OF MINNESOTA COUNTY OF ANOKA)) ss.)	
On this day county, personally appeared instrument and acknowledge behalf of JBR Ramsey, LLC,	d that he executed	, 2025, before me, a notary public within and for said mager of JBR Ramsey, LLC, who executed the foregoing d the same of his own free will and as the Manager and on Property described herein.
		Notary Public
		CITY OF HAM LAKE
Dated:	, 2025	By: Its: Brian Kirkham, Mayor
Dated:	, 2025	By: Its Denise Webster, City Clerk
STATE OF MINNESOTA)	
COUNTY OF ANOKA) ss.)	
	Brian Kirkham and the City of Ham	2025, before me, a notary public within and for said d Denise Webster to me known to be respectively the Mayor Lake, and who executed the foregoing instrument and ehalf of said City.
		Notary Public

Meeting Date: May 5, 2025



To:

Mayor and Councilmembers

From:

Denise Webster, City Administrator, on behalf of the Code Committee

(Councilmembers Parranto and Van Kirk)

Subject:

Consideration of amending Article 7-614 Issuance of Licenses

Introduction/Discussion:

The Code Committee discussed updating Article 7-614 Issuance of Licenses for field party permits, #2 was updated removing "A common citizens band radio shall not be deemed a reliable communication device". #4 has been added "issuance of no more than four (4) field party licenses within a 12-month period".

7-614 Issuance of Licenses

- A. <u>Issuance Criteria</u>. Licenses shall be issued by the City Clerk. The City Clerk shall issue the license if all of the provisions of this Code have been satisfied, PROVIDED, that with regard to Article 7- 613 (A) (6) hereof, the following shall be prohibited to protect the safety of participants:
 - 1. Illumination primarily from motor vehicle headlights, ground fires, or other light sources located less than 10 feet above ground.
 - 2. The lack of a reliable communication device located within 1,000 feet of the proposed site. A common citizens band radio shall not be deemed a reliable communication device. (Remove)
 - 3. The existence of the site at a location greater than 1,000 feet from any traveled public road, or the existence of access to a traveled public road which access is not marked by reflectorized markings, or not passable by a four wheeled motor vehicle, or not of sufficient width to accommodate the passage of emergency vehicles.
 - Issuance of no more than four (4) field party licenses within a 12-month period.

Recommendation:

It is the recommendation of the Code Committee to approve the First Reading of an Ordinance amending Article 7-614 Issuance of License.

ORDINANCE NO. 25-XX

An Ordinance Amending ARTICLE 7, FIELD PARTIES AND LARGE ASSEMBLIES, to amend the Issuance of Licenses ordinance.

Be it Ordained by the City Council of the City of Ham Lake, Anoka County, Minnesota as follows:

ARTICLE 7, FIELD PARTIES AND LARGE ASSEMBLIES of the Ham Lake City Code is hereby amended as indicated in the following sections:

7-614 Issuance of Licenses

- A. <u>Issuance Criteria.</u> Licenses shall be issued by the City Clerk. The City Clerk shall issue the license if all of the provisions of this Code have been satisfied, PROVIDED, that with regard to Article 7- 613 (A) (6) hereof, the following shall be prohibited to protect the safety of participants:
 - 1. Illumination primarily from motor vehicle headlights, ground fires, or other light sources located less than 10 feet above ground.
 - The lack of a reliable communication device located within 1,000 feet of the proposed site. A common citizens band radio shall not be deemed a reliable communication device.
 - 3. The existence of the site at a location greater than 1,000 feet from any traveled public road, or the existence of access to a traveled public road which access is not marked by reflectorized markings, or not passable by a four wheeled motor vehicle, or not of sufficient width to accommodate the passage of emergency vehicles.
 - Issuance of no more than four (4) field party licenses within a 12-month period.

Presented to the Ham Lake City Councithis day of, 2025.	eil on May 5, 2025 and adopted by a unanimous vote
	Brian Kirkham, Mayor
Denise Webster, City Clerk	

Excerpt from Ham Lake City Code 5/1/2025

7-600 Field Parties and Large Assemblies

7-610 Field Parties

7-611 Definitions

- A. "Field Party" is defined as a gathering of 50 or more people, held partially or completely out of doors, on public or private property and at which intoxicating beverages, non-intoxicating malt liquors or other intoxicating chemicals are used or dispensed by any participant, whether or not a fee is collected for any participant.
- **B.** "Out of Doors" is defined as any place outside of a building as defined in Minn. State. Ch. 609.58 (Subd. 1 (2)

7-612 Licensing Provisions

No person shall permit, maintain, promote, conduct, advertise, participate in, be present at, act as entrepreneur, undertake, organize, manage, or sell or give tickets to, a field party held in any area of the City of Ham Lake whether on public or private property, unless a license to hold the assembly has first been issued by the City Administrator, application for which must be made at least 30 days in advance of the assembly. Furthermore, if any police officer, upon discovering a field party which is unlicensed or upon declaring any license to be void, shall order the persons present to disperse, it shall be unlawful for any person to continue to be present at the field party.

7-613 Application for License

- A. <u>Forms.</u> Application shall be made to the City Clerk on forms to be supplied by the City and shall contain the following information:
 - (1) The names, addresses and telephone numbers of the applicant(s).
 - (2) The precise location of the proposed field party, as well as the date and specific times during which the field party will be in progress and the expected number of guests.
 - (3) The name, address and telephone number of the owner of the land.
 - (4) A written acknowledgment of consent by the owner of the land to the conducting of the proposed field party.
 - (5) A statement as to whether or not intoxicating beverages or non-intoxicating malt liquors will be furnished, and if so, whether a fee of any kind will be collected, or whether voluntary contributions will be collected. If a fee of any kind will be collected or if voluntary contributions will be collected, it shall be necessary for the applicant to comply with the licensing, bonding and insurance provisions of Ham Lake City Code Article 7-800, and for the purposes of this Code, the following shall apply:
 - a. If intoxicating beverages are involved, then the field party shall be deemed to be a "club" as contemplated by Minnesota Statutes and the seating capacity requirement found therein shall be deemed satisfied.

- If non-intoxicating malt liquors are involved, the field party shall be deemed to be a "bona fide club" as contemplated by Article 7-810.15 (D).
- c. Any license issued for a field party under the provisions of Article 7-600 shall be for no longer than the duration of the field party.
- (6) A written statement demonstrating that the applicant has adequate plans for measures designed to protect the safety of participants, including the following:
 - The means by which the field party will be illuminated;
 - b. The means by which emergency vehicles may be summoned, the means of access of emergency vehicles to the field party site; and the provisions for on-site first aid to be present on the field party site.
- B. <u>Fees.</u> A fee shall be charged for field party licenses as set by the City Council by resolution from time to time.

7-614 Issuance of Licenses

- A. <u>Issuance Criteria.</u> Licenses shall be issued by the City Clerk. The City Clerk shall issue the license if all of the provisions of this Code have been satisfied, PROVIDED, that with regard to Article 7- 613 (A) (6) hereof, the following shall be prohibited to protect the safety of participants:
 - Illumination primarily from motor vehicle headlights, ground fires, or other light sources located less than 10 feet above ground.
 - The lack of a reliable communication device located within 1,000 feet of the proposed site. A common citizens band radio shall not be deemed a reliable communication device.
 - 3. The existence of the site at a location greater than 1,000 feet from any traveled public road, or the existence of access to a traveled public road which access is not marked by reflectorized markings, or not passable by a four wheeled motor vehicle, or not of sufficient width to accommodate the passage of emergency vehicles.
 - Issuance of no more than four (4) field party licenses within a 12month period.
- B. Review by City Council. If the City Clerk refuses to issue a license, the applicant shall have the right to have the application reviewed by the City Council, by placement on the agenda of the next regular Council Meeting.
- C. Report to Sheriff. If a license is issued, a copy thereof shall be forwarded to the office of the Anoka County Sheriff.
- D. <u>Conditions of License</u>. Any license issued shall be subject to the following conditions, which shall be printed on the face of the license, and shall read as follows:
 - "This license shall be rendered void if any of the following conditions are found to exist at the field party site."
 - 1. The commission of the crime of assault, disorderly conduct, or breach of the peace by any participant on the field party site;
 - The consumption or possession of any intoxicating beverage or nonintoxicating malt liquor by any person 21 years of age or younger;

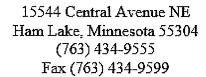
- **3.** The failure of any applicant to be physically present at the field party site during the entire duration of the field party.
- **4.** The maintenance of any nuisance under any existing or future municipal ordinance.

Upon observing the violation of any of the conditions of a license, a peace officer shall declare the license to be void, and shall order the participants to disperse.

7-615 Exceptions

Any field party which commences during daylight hours, and is completely dispersed prior to sunset shall be exempt from the requirements of obtaining a field party license. This exemption shall in no way affect the duty to comply with Article 7-800 if the same applies.

CITY OF HAM LAKE



CITY OF HAM LAKE PLANNING COMMISSION AGENDA MONDAY, APRIL 28, 2025

CALL TO ORDER: 6:00 p.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: April 14, 2025

PUBLIC HEARING: None

NEW BUSINESS:

- 1. Reggie Lubrant of Reggie's Mobile Home Transport, Inc., requesting a Certificate of Occupancy to lease Unit C at 14148 Lincoln Street NE.
- 2. Richard Lee of JBR Aberdeen, LLC, requesting Commercial Site Plan approval to add pavement and Class 5 at 15035 Aberdeen Street NE.
- 3. Jeffrey A Stalberger of MN Developments LLC, requesting Sketch Plan approval for South Shore Estates, a minor plat at 17529 Vickers Street NE and 3740 Interlachen Drive NE (3 Single Family Residential lots) in Section 2.
- 4. Jeffrey A Stalberger of MN Developments LLC, requesting Sketch Plan approval for South Shore Estates Second Addition, (41 Single Family Residential lots and 1 outlot) in Section 2.

COMMISSION BUSINESS:

- 1. Discussion of Article 9-330.7 Seasonal Temporary Conditional Uses
- 2. City Council Update

CITY OF HAM LAKE



15544 Central Avenue NE Ham Lake, Minnesota 55304 (763) 434-9555 Fax (763) 434-9599

CITY OF HAM LAKE PLANNING COMMISSION MINUTES MONDAY, APRIL 28, 2025

The Ham Lake Planning Commission met for its regular meeting on Monday, April 28, 2025, in the Council Chambers at Ham Lake City Hall located at 15544 Central Avenue NE in Ham Lake, Minnesota.

MEMBERS PRESENT:

Commissioners Brian Pogalz, Jeff Entsminger, David Ross,

Dave Ringler and Jonathan Fisher

MEMBERS ABSENT:

Commissioners Kyle Lejonvarn and Erin Dixson

OTHERS PRESENT:

City Attorney Mark Berglund, City Engineer Dave Krugler and

Building and Zoning Clerk Jennifer Bohr

CALL TO ORDER:

Chair Pogalz called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE:

The pledge of allegiance was recited by all in attendance.

APPROVAL OF MINUTES:

Motion by Ross, seconded by Entsminger, to approve the minutes of the April 14, 2025, Planning Commission meeting as written. All present in favor, motion carried.

PUBLIC HEARING: None

NEW BUSINESS:

Reggie Lubrant of Reggie's Mobile Home Transport, Inc., requesting a Certificate of Occupancy to lease Unit C at 14148 Lincoln Street NE

Mr. Justin Lubrant, representing Reggie Lubrant, was present. Mr. Lubrant stated the business is leasing an office from P&R Enterprises. Mr. Lubrant stated they are trying to obtain a dealer's (auctioneer) license from the state and the state requires commercial office space, home office space is not permitted. Chair Pogalz verified that trailers will be delivered directly to job sites from the factory. Mr. Lubrant stated custom-ordered trailers will go directly to the customers' sites. Chair Pogalz asked if the trailers were leased, and if they were, where the trailers will be stored after the customer is finished using them. Mr. Lubrant stated trailers are stored at the United Rentals site in Coon Rapids. Commissioner Entsminger completed the inspection, a copy which is on file. Commissioner Entsminger stated the company will be leasing a small 250 square foot

Commissioner Entsminger stated five parking spaces, including a handicap parking space, have been allocated to them. Commissioner Entsminger stated the parking lot does need to be restriped and the applicant is willing to work with the property owner to get the restriping done. Commissioner Entsminger stated the applicant stated there is no intention to keep any trailers at the office site as they have a large yard in Oak Grove and the United Rentals site for storage. Motion by Entsminger, seconded by Ringler, to recommend approval of the Certificate of Occupancy for Reggie's Mobile Home Transport, Inc., as presented by Reggie Lubrant, to lease office space at 14148 Lincoln Street NE, subject to no storing of mobile construction trailers, or manufactured homes, at the 14148 Lincoln St NE site, no auctions being physically held at the Lincoln Street NE site, any commercial trucks that may park at the Lincoln Street NE site can only operate during daytime hours which are between 7:01 a.m. and 10:00 p.m., property owner restriping the parking lot, no outside storage, no on-street parking and meeting all City, County and State requirements. All present in favor, motion carried. This application will be placed on the City Council's Monday, May 5, 2025, agenda.

Commissioner Entsminger removed himself from the table due to his ownership interest in the 15035 Aberdeen Street NE parcel.

Richard Lee of JBR Aberdeen, LLC, requesting Commercial Site Plan approval to add pavement and Class 5 at 15035 Aberdeen Street NE

Mr. Rich Lee was present. Mr. Lee stated he and his partners purchased the property. Mr. Lee stated work has been done to improve the property, including cleaning up the yard and putting Class 5 on the lot. Mr. Lee stated this work was done to prepare the property for lease. Mr. Lee stated there is a business interested in leasing the property. Mr. Lee stated the city has asked for a plan to show hard surface areas that will be on the parcel. Chair Pogalz stated Building Official Jones noted a permit from the Coon Creek Watershed District (CCWD) is needed. Mr. Lee stated an application has been submitted to the CCWD. Commissioner Fisher asked if the permit had been obtained yet. Mr. Lee stated the permit has not been obtained yet. Commissioner Fisher completed the inspection, a copy which is on file. Commissioner Fisher stated the parcel is large and has a couple of buildings on it. Commissioner Fisher stated the intended use is appropriate. Commissioner Fisher stated the applicant will put up screening as required and will sign an encroachment agreement with the city for the pavement that will be in the Aberdeen Street NE right-of-way and the 10-foot setback area. Chair Pogalz asked Mr. Lee if he was aware of the requirement to sign an encroachment agreement and maintain the trees planted for screening if they die. Mr. Lee stated he was aware. Motion by Fisher, seconded by Pogalz, to recommend approval of the request of Rich Lee of JBR, Aberdeen, LLC, for the Commercial Site Plan to add pavement and Class 5 at 15035 Aberdeen Street NE, subject to the applicant obtaining a permit from the Coon Creek Watershed District, signing an encroachment agreement prepared by the City Attorney with the city and filing it with Anoka County prior to starting any paving on the parcel, all paving and required drainage and stormwater management requirements be completed prior to tenant occupancy, providing adequate screening adjacent to residential property along the northern and eastern property lines prior to tenant occupancy and maintaining the screening if any trees

planted for screening die, requiring all future tenants to apply for a Certificate of Occupancy with the City before occupying the premises, and meeting all City, County and State requirements. Commissioners Pogalz, Ringer, Ross, and Fisher voted yes, Commissioner Entsminger abstained from the vote. Motion carried. This application will be placed on the City Council's Monday, May 5, 2025, agenda.

Commissioner Entsminger returned to his seat at the table.

Jeffrey A Stalberger of MN Developments LLC, requesting Sketch Plan approval for South Shore Estates, a minor plat at 17529 Vickers Street NE and 3740 Interlachen Drive NE (3 Single Family Residential lots) in Section 2

Mr. Jeff Stalberger, Mr. Jeff Stalberger, Jr., and Mr. Ryan Stalberger were present. Mr. Jeff Stalberger spoke on behalf of the project. Mr. Stalberger stated the site for the proposed plat is approximately 95 acres and consists of two parcel identification numbers, one that is on the west side of Vickers Street NE and one that is on the east side. Mr. Stalberger stated there are several family members who own the property, and one family member is to retain the house and two outbuildings on what is proposed Lot 1, Block 2 of the plat. Mr. Stalberger stated a Registered Land Survey is currently being created as the previous legal description was inaccurate. Mr. Stalberger stated the objective of this minor plat is to split the northwesternmost house and the two outbuildings off from the rest of the property. Chair Pogalz asked Engineer Krugler to comment. Engineer Krugler stated the proposed, minor plat is on 94.3 acres. Engineer Krugler stated easement dedication will be required around the perimeter of each proposed parcel and over County Ditch 11. Engineer Krugler stated there are existing buildings, wells and septic systems. Engineer Krugler stated the developer will need to ensure all buildings, wells and septic systems are compliant if they are to remain; if structures are demolished and well and septic systems abandoned, demolition permits will be needed, and Minnesota Department of Health and Minnesota Pollution Control Agency requirements must be met. Engineer Krugler stated the proposed plat falls within the jurisdiction of two watershed districts, the Sunrise River Watershed Management Organization (SRWMO) to the west of Vickers Street NE and the Coon Creek Watershed District (CCWD) to the east of Vickers Street NE: the developer will need to comply with each watershed's management plan as it applies to their respective areas. Engineer Krugler stated the parcels are located within the shoreland zoning district for Coon Lake, a General Development Lake. Engineer Krugler stated per Ordinance 92-35, impervious area is not allowed to exceed Engineer Krugler stated the park committee has 25% on each proposed lot. recommended money be accepted in lieu of parkland for this plat. Engineer Krugler stated the parcels were enrolled in deferred tax programs; deferred tax payments will need to be made when the property is sold and before preliminary and final plat approval can be given for this plat. Chair Pogalz asked Mr. Stalberger if he had seen Engineer Krugler's memo. Mr. Stalberger stated he had. Motion by Pogalz, seconded by Fisher, to recommend approval of the Sketch Plan, presented by Jeffrey A Stalberger of MN Developments LLC, for South Shore Estates, a minor plat at 17529 Vickers Street NE and 3740 Interlachen Drive NE (3 Single Family Residential lots) plat in Section 2 subject to paying monies in lieu of parkland, meeting the requirements of the City Engineer.

Building and Zoning Clerk Bohr stated that a condition of meeting all city, state and county requirements should be added to the motion. Chair Pogalz amended the motion to include that condition.

Motion to amend the previous motion by Pogalz, seconded by Fisher, to recommend approval of the Sketch Plan, presented by Jeffrey A Stalberger of MN Developments LLC, for South Shore Estates, a minor plat at 17529 Vickers Street NE and 3740 Interlachen Drive NE (3 Single Family Residential lots) plat in Section 2 subject to paying monies in lieu of parkland, meeting the requirements of the City Engineer and meeting all City, State and County requirements. All present in favor, motion carried. This application will be placed on the City Council's Monday, May 5, 2025, agenda.

Jeffrey A Stalberger of MN Developments LLC, requesting Sketch Plan approval for South Shore Estates Second Addition, (41 Single Family Residential lots and 1 outlot) in Section 2

Mr. Jeff Stalberger stated this plat is on the same site as the South Shore Estates minor plat less proposed Lot 1, Block 2 South Shore Estates and plus parcel 02-32-23-44-0005. Mr. Stalberger stated the site is approximately 105 acres. Mr. Stalberger stated the plat consists of 41 lots. Mr. Stalberger stated existing houses will be on two of the lots; the house east of Vickers Street NE will be demolished. Mr. Stalberger stated the lot also has a pole building on it. Mr. Stalberger stated the lot will be over five acres to allow the 3000 square foot pole building to remain. Mr. Stalberger stated there is a deep well and septic system on the lot he would like to use if the Building Official will allow it. Mr. Stalberger stated there is an outlot on the east side of the plat that has frontage on Durant Street NE but there is no buildable area on the lot; the intent is to adjoin the lot with the parcel to the north or south or connect it to other lots within the plat. Mr. Stalberger stated they intend to develop the plat in phases. Chair Pogalz asked Engineer Krugler to comment. Engineer Krugler stated Mr. Stalberger will need to determine what will be done with the existing buildings and comply with any regulatory requirements for the wells and septic systems and of the city. Engineer Krugler stated this plat also falls within the jurisdictions of the CCWD and SRWMO; the developer will need to comply with each watershed's management plan for this plat as well. Engineer Krugler stated a Natural Heritage Information System data review by the DNR is required to ensure no endangered plants will be disturbed within the proposed plat. Engineer Krugler stated Vickers Street NE was constructed and assessed in 1985, upgrades to Vickers Street NE would be the city's responsibility. Engineer Krugler stated Vickers Street NE is a 5-ton roadway rather than the standard 7-ton and there may be usage restrictions during construction. Engineer Krugler stated several of the lots in the northern section of the plat are within the shoreland zoning district for Coon Lake, a General Development Lake. Engineer Krugler stated per Ordinance 92-35, impervious area is not allowed to exceed 25% of each proposed lot. Engineer Krugler stated the park committee has recommended money be accepted in lieu of parkland for this plat as well. Chair Pogalz asked Mr. Stalberger if he had seen Engineer Krugler's memo and the memo from the park committee. Mr. Stalberger stated he had. Motion by Pogalz, seconded by Fisher, to recommend approval of the Sketch Plan, presented by Jeffrey A Stalberger of MN Developments LLC, for South Shore Estates Second Addition, 41 Single Family

Residential lots and one outlot in Section 2 subject to meeting the requirements noted in the City Engineer's memo dated April 24, 2025 and meeting all City, State and County requirements. All present in favor, motion carried. This application will be placed on the City Council's Monday, May 5, 2025, agenda.

COMMISSION BUSINESS:

<u>Discussion of Article 9-330.7 Seasonal Temporary Conditional Uses</u>

Chair Pogalz asked Attorney Berglund to provide an account of the matter that has brought Article 9-330.7 to the Planning Commission for review. Attorney Berglund stated approximately a year ago, the city received a complaint that a property owner, R-A (Rural Single Family Residential) zoning, was operating a wedding venue site and hosting wedding reception events on their property. Attorney Berglund stated the city asked the property owners to seek the proper approval from the city to hold these events. Attorney Berglund stated city staff began discussing the matter with the property owners around this time last year. Attorney Berglund stated the property owners had already scheduled events for the year, which customers had paid for, and some issues were identified which made meeting conditional use permit requirements difficult. Attorney Berglund stated one of the issues was related to the building they were holding the events in. Attorney Berglund stated the structure was constructed as an agricultural building, which did not require a permit. Attorney Berglund stated using the building for commercial purposes is a concern for the city and the city determined there was a need for inspection of the structure in addition to other things. Attorney Berglund stated due to the property owners having scheduled events for paying customers, and the amount of time some of the required inspections and other required actions would take, the city compromised with the property owner and issued field party permits to them so that the city, law enforcement and emergency services would be aware of the events in the event any issues arose. Attorney Berglund stated discussions have been ongoing with the property owners about the required inspections needed for the structure on their property and obtaining the property approvals or permit from the city. Attorney Berglund stated the city and property owner have been discussing the option of a Seasonal Temporary Conditional Use Permit. Attorney Berglund stated a Seasonal Temporary Conditional Use Permit requires a parcel size of at least 20 acres, the property owners have 10 acres. Attorney Berglund stated city staff is requesting guidance from the Planning Commission as to whether or not the 20 acres requirement for a Seasonal Temporary Conditional Use Permit should be changed. Commissioner Entsminger asked what type of events qualify for a Seasonal Temporary Conditional Use Permit. Attorney Berglund stated Anoka County Farms fall festival, that is along Bunker Lake Boulevard NE. Attorney Berglund stated the Seasonal Temporary Conditional Use Permit limits the duration of an event to 45 days. Commissioner Entsminger asked how many acres the Anoka County Farms site has. Attorney Berglund stated over 20 acres. Commissioner Entsminger asked what type of permit the winery along Constance Boulevard NE has. Building and Zoning Clerk Bohr stated the winery has a Conditional Use Permit (CUP); Farm Wineries are allowed with A CUP in the R-A zoning district. Chair Pogalz added White and Sable, along Highway 65 NE, is a commercial venue and has met the CUP requirements to operate in the CD-1 (Commercial Development I) zoning district. Commissioner Entsminger stated the size of the acreage may not be as important as how close a venue would be to the nearest

neighbor; there would be the potential for a lot of complaints. Commissioner Ross stated he does not feel the city should be obligated to change the ordinance as the property owners have a building that was not intended for the current use and the property owners should have checked into what the city required prior to hosting events out of respect for those within close proximity. Commissioner Ross stated he is not in favor of changing the current requirements of Article 9-330.7. Commissioner Entsminger stated he agreed with Commissioner Ross; 20 acres provides more of a buffer to neighboring properties. Commissioner Fisher stated he would consider reducing the acreage requirement if more Commissioner Ringler stated maintaining the 20-acre conditions were defined. requirement makes sense; reducing the requirement to 10 acres would require many additional stipulations to be added to the code. Chair Pogalz stated he concurred with maintaining the 20-acre requirement. Chair Pogalz stated reducing the acreage requirement would open options for many landowners who are adjacent to residential areas. Chair Pogalz stated residents on smaller lots purchased their property to be in residential areas not to be next to parcels hosting large events on a regular basis. It was the consensus of the Planning Commission to retain the 20-acre requirement in Article 9-330.7 for Seasonal Temporary Conditional Use Permits.

City Council Update

Chair Pogalz informed the Commissioners that the City Council concurred with the Commission's recommendation to approve rezoning of Lot 1, Block 1, Hentges Addition. There will not be a Planning Commissioner present at the May 5, 2025 meeting.

ADJOURNMENT:

Motion by Fisher, seconded by Ringler, to adjourn the Planning Commission meeting at 6:41 p.m. All present in favor, motion carried.

Jennifer Bohr Building and Zoning Clerk



PLANNING REQUEST

CITY OF HAM LAKE

15544 Central Avenue NE Ham Lake, MN 55304

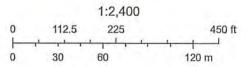
Phone (763) 434-9555 Fax (763) 235-1697

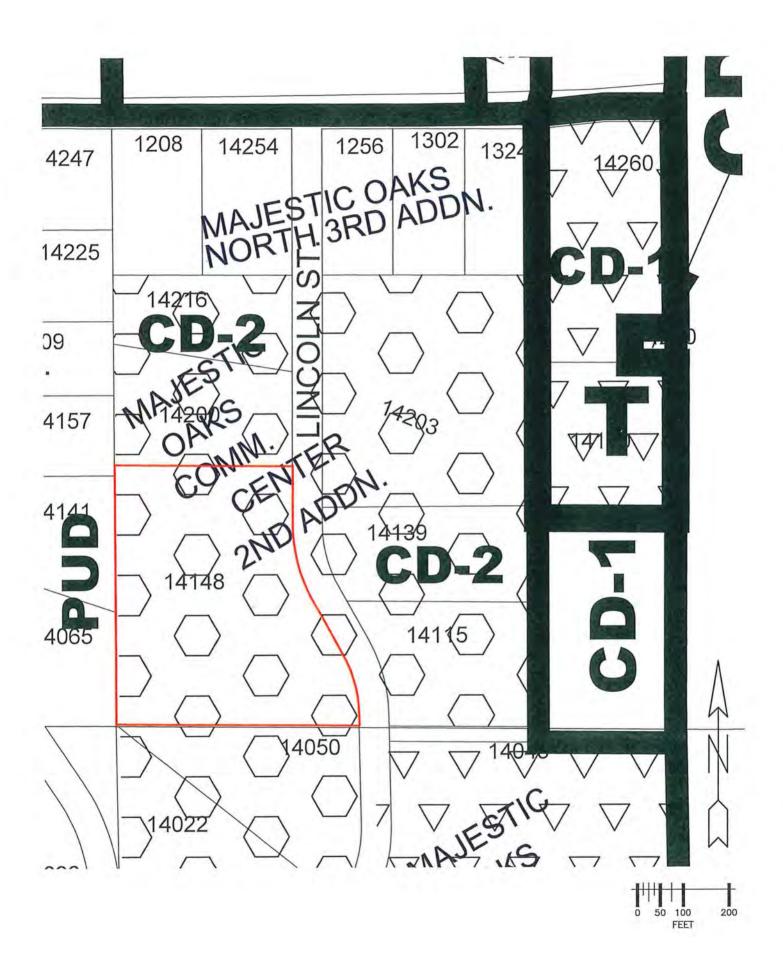
Date of Application <u>-4/16/25</u> 4/21/2025	Date of Receip Receipt # <u>/6ス///</u>	t_4-21-25
	Receipt #	_ Amount \$ <u>200</u> .00
Meeting Appearance Dates: Planning Commission 4-28.2	City Council	
Please check request(s): Metes & Bounds Conveyance Sketch Plan Preliminary Plat Approval* Final Plat Approval Rezoning* Multiple Dog License*	Commercial Build X Certificate of Occ Home Occupation Conditional Use P Conditional Use P	upancy Permit ermit (New)* ermit (Renewal)
*NOTE: Advisory Signage is required for land use application also requires a Public Hearing		
Development/Business Name: P&R Enterprises LL	C	
Address/Location of property: 14148 Lincoln St NE	Unit C Ham Lake, MN 55304	
Legal Description of property: Lot 3 Block 2 Majest	tic Oaks Comm Center 2	
PIN #29-32-23-34-0014 Currer	nt Zoning X-Ind CD-2Propos	sed Zoning N/A
Notes: Request related to usage of office space at 141		
Applicant's Name: Reggie Lubrant		
Business Name: Reggie's Mobile Home Transport, Inc		
Address 1872 Sims Rd NW		
City Oak Grove	State MN Zip C	ode 55011
Phone Cell Phone 61	12-325-7699 Fax	
Email address reggiestransportinc@yahoo.com		
You are advised that the 60-day review period req not begin to run until <u>all</u> of the required items have	_	-
SIGNATURE Reginald Lubrant	DATE 4/100	3/25 4/21/25
**************************************		*********
ACTION BY: Planning Commission		JRRENT YES NO
City Council	Any Active/Deferred Ass	essments YES NO

ArcGIS Web Map



4/21/2025, 10:38:58 AM





City of Ham Lake 15544 Central Ave NE Ham Lake, MN 55304

To Whom It May Concern:

As of May 1, 2025 we will be leasing space from P&L Enterprises, LLC at 14148 Lincoln St NE Unit C (255 sg') for the term of 1 year.

We are an established Transporting Company that has been in business Since 1995. We transport and set up Mobile Construction Trailers. We have recently purchased new construction trailers from several manufacturers out of Indiana. We are delivering from the factory directly to our customers jobsite. Our intent is to strictly do business online. From Transporting, Leasing and Selling these units. The State of MN is requiring us to have a Dealers License. We will be acquiring property for the storage of these units in the near future. As per state requirements we need an office space that is strictly for **storing of records**. Our customers do not ever come to an office. These transactions have all been done online.

We have one office person that will work out of this space. We have two other employees that are drivers that will not need an office in this building. We have a home office at 1872 Sims Rd NW, Oak Grove, MN 55011 that we have a CO with the city of Oak Grove for the storage of our trucks and supplies.

Our office hours are recorded with the state as follows:

M-W 9 am – 1 pm Thurs – Sat by appointment Sunday Closed

Please see attached site plan with office and parking spots highlighted. We look forward to working with the City of Ham Lake.

Thank you for your consideration,

Reggie's Mobile Home Transport, Inc.

Meeting Date: April 28, 2025

CITY OF HAM LAKE

STAFF REPORT

To: Members of the Planning Commission

From: Mark Jones, Building and Zoning Official

Subject: Reggie's Mobile Home Transport, Inc. at 14148 Lincoln Street NE

Introduction/Discussion:

Reggie's Mobile Home Transport, Inc., a company which transports and sets up mobile construction trailers (portable construction offices), intends to lease office space at 14148 Lincoln St NE, Unit C (255 sg') for the term of one year, moving in on May 1, 2025. Reggie's Mobile Home Transport, Inc. has been in business since 1995. The State of Minnesota requires Reggie's Mobile Home Transport, Inc. to have a Dealer's Auctioneer License and enclosed office space for storing records. The applicant states their intended use of the space at 14148 Lincoln St NE, Unit C is strictly to conduct business online related to the transporting, leasing and selling units. Reggie's Mobile Home Transport, Inc. has recently purchased new construction trailers from several manufacturers out of Indiana, which they state will be delivered directly to customers' jobsites from the factory. However, they also state Reggie's Mobile Home Transport, Inc. will be acquiring property for the storage of these units in the near future. Customer traffic at this location will be by appointment only. All transactions will be done online. Hours of operation will be Monday through Wednesday, 9:00am to 1:00pm, Thursday through Saturday will be by appointment only. Reggie's Mobile Home Transport, Inc., has three employees. One office person will work at this location. Two other employees, that are drivers, may be at the location but they do not need assigned office space. Reggie's Mobile Home Transport, Inc. currently has a CO with the City of Oak Grove for the storage of trucks and supplies at 1872 Sims Rd NW.

Recommendation:

I recommend approval of the Certificate of Occupancy at 14148 Lincoln St NE, Unit C for Reggie's Mobile Home Transport, Inc. with the following conditions:

- 1) No storing of mobile construction trailers, or manufactured homes, at the 14148 Lincoln St NE site.
- 2) No auctions are to be physically held at the Lincoln Street NE site.
- 3) If commercial trucks are parked at the Lincoln Street NE site, the trucks can only run during daytime hours which are between 7:01 a.m. and 10:00 p.m.
- 4) Property owner must restripe the parking lot.
- 5) No on-street parking.

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-34JJ



PLANNING REQUEST

CITY OF HAM LAKE

15544 Central Avenue NE Ham Lake, MN 55304

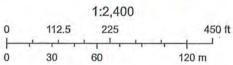
Phone (763) 434-9555 Fax (763) 235-1697

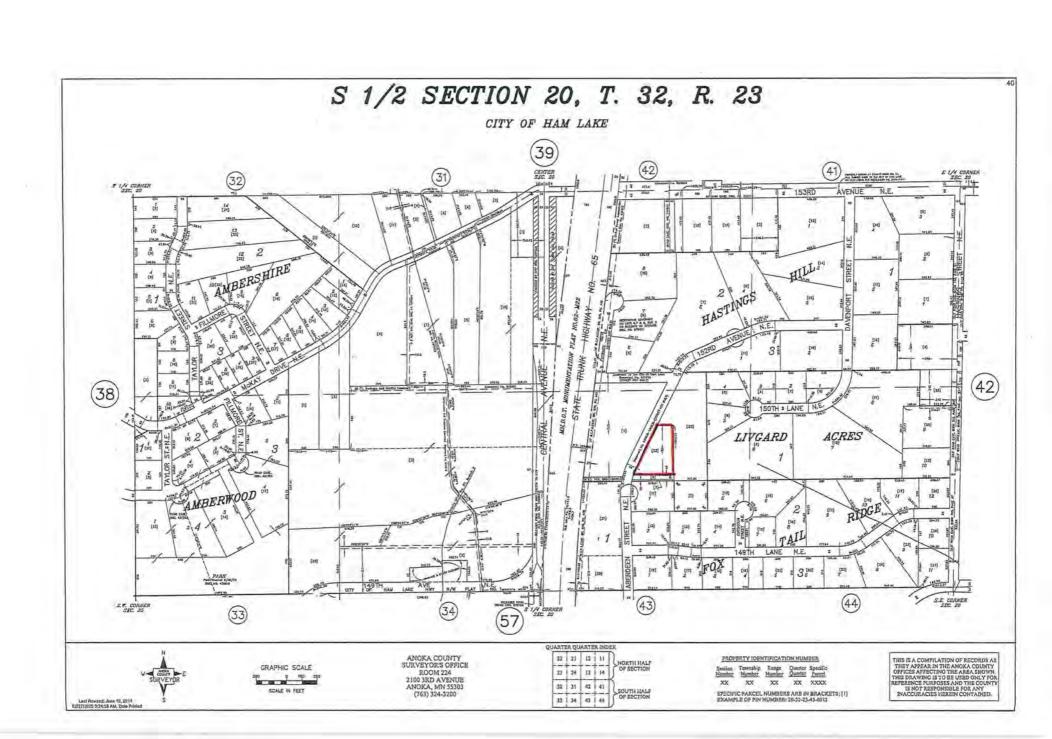
Date of Application 4/2015	Date of Receipt 4-22-25
	Date of Receipt 4-22-25 Receipt # Amount \$ 750.00
Meeting Appearance Dates: Planning Commission $4-28$	
Please check request(s): Metes & Bounds Conveyance Sketch Plan Preliminary Plat Approval* Final Plat Approval Rezoning*	Commercial Building Permit Certificate of Occupancy Home Occupation Permit Conditional Use Permit (New)* Conditional Use Permit (Renewal)
Multiple Dog License*	Other
	rise alterations and future road connections. This ring. Such fees shall be deducted from deposit.
Development/Business Name: MR A	sberdeen, LLC
Address/Location of property: 15035	Hoerdeen St. NE, Ham Lake, MN 55304
Legal Description of property:	
PIN # 20-32-13-43-0022 Cur	rent Zoning $CD^{-}\lambda$ Proposed Zoning $CD^{-}\lambda$
Notes: Site improvements price	
Applicant's Name: Richard Luc	
Business Name: JBR Aberdun, LL	C
Address 299 Coon Rapide T	
	State MN Zip Code 553 433
Phone 743-862-2005 Cell Phone	1017-718-9919 Fax
Email address Tichlelepremier	Commercial properties. Com
You are advised that the 60-day review period not begin to run until <u>all</u> of the required items h	~ · · · · · · · · · · · · · · · · · · ·
SIGNATURE ////	DATE 4//22/2020
**************************************	**************************************
ACTION BY: Planning Commission	
City Council	Any Active/Deferred Assessments YES NO

ArcGIS Web Map



4/24/2025, 3:05:27 PM





Jennifer Bohr City of Ham Lake

RE: Commercial Building Plan Review

Dear Jennifer and City Staff:

JBR Aberdeen, LLC have recently purchased the property located at 15035 Aberdeen Street NE, Ham Lake, MN 55304. The property has been previously used as an office, manufacturing and storage facility.

We purchased the property with the intention of improving the aesthetics of the property and renting it out to a small business that fit withing the current CD-2 zoning. We have been working with a tenant that has a Janitorial Service Business that will lease the facility and sub-lease a portion of the property to another business that they own. The second business does require a used car dealer license, and they are only planning on having 5 cars for sale. Both buildings on site will be used for storage of equipment and tools. Both businesses fall withing the approved use in CD-2 zoning.

The parking requirement for the tenant is up to 15 cars at any given time. This includes cars for sale, employee parking and customer parking. The tenant will be submitting a more detailed business narrative when they go through the certificate of occupancy application.

Business hours are expected to be Monday 9:00 am - 1:00 pm and Tuesday – Saturday by appointment only.

Please feel free to reach out with any questions or comments.

Thank you,

Richard Lee JBR Aberdeen, LLC

Meeting Date: April 28, 2025

CITY OF HAM LAKE

STAFF REPORT

To:

Members of the Planning Commission

From:

Mark Jones, Building and Zoning Official

Subject:

JBR Aberdeen, LLC Commercial Site Plan for 15035 Aberdeen St NE

Introduction/Discussion:

JBR Aberdeen, LLC is requesting commercial site plan approval to improve the 15035 Aberdeen St NE parcel by paving areas for parking and for a driveway to structures on the property. The applicant's paving plan shows asphalt within Aberdeen Street NE right-of-way and within the 10-foot setback area. A condition of approval for the paving plan, as presented, will be that the applicant must sign an encroachment agreement with the city. This agreement must be signed and recorded with Anoka County before the applicant makes improvements and leases the property to their proposed tenant. The parcel is approximately 1.58 acres. Class 5 material has been placed on approximately 35,000 square feet of the property. Coon Creek Watershed District is currently reviewing plans for the site to determine drainage and stormwater management requirements.

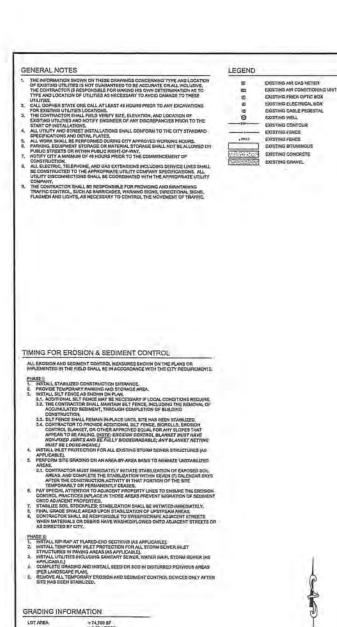
The parcel is in the CD-2 zoning district with residentially zoned property along the northern and eastern property lines. Per Article 11-1853.A, where property lines are adjacent to residential areas, a planting screen of conifers shall be required; of sufficient size and proximity to provide an intermingled screen within 5 years. The applicant could also construct a privacy fence. Currently there are some trees along the northern and eastern property lines. The Planning Commission will need to determine if the existing trees provide adequate screening and where trees are to be planted, or a privacy fence is to be constructed, to fully screen the parcel from the adjacent residential property. If conifers are chosen for screening, they are to be at least five-feet in height and be planted ten-feet apart in one row. If grading removes trees currently adjacent to residential property lines, screening must be replaced in those areas. The Planning Commission will need to determine a date by which screening is to be in place.

Recommendation:

I recommend approval of the Commercial Site Plan requested by JBR Aberdeen, LLC at 15035 Aberdeen St NE with the following conditions:

1) Site plan approval is contingent on JBR Aberdeen, LLC obtaining a permit from the Coon Creek Watershed District.

- 2) Signing an encroachment agreement with the city and filing it with Anoka County prior to starting any paving on the parcel.
- 3) All paving and required drainage and stormwater management requirements be completed prior to tenant occupancy.
- 4) Providing adequate screening adjacent to residential property along the northern and eastern property lines prior to tenant occupancy.
- 5) If any trees planted for screening die, the tree(s) shall be replaced to maintain proper screening.





C1.2

= -30,000 SF = 0.05 ADRES

AREA OF DISTURBANCE

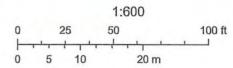
ArcGIS Web Map



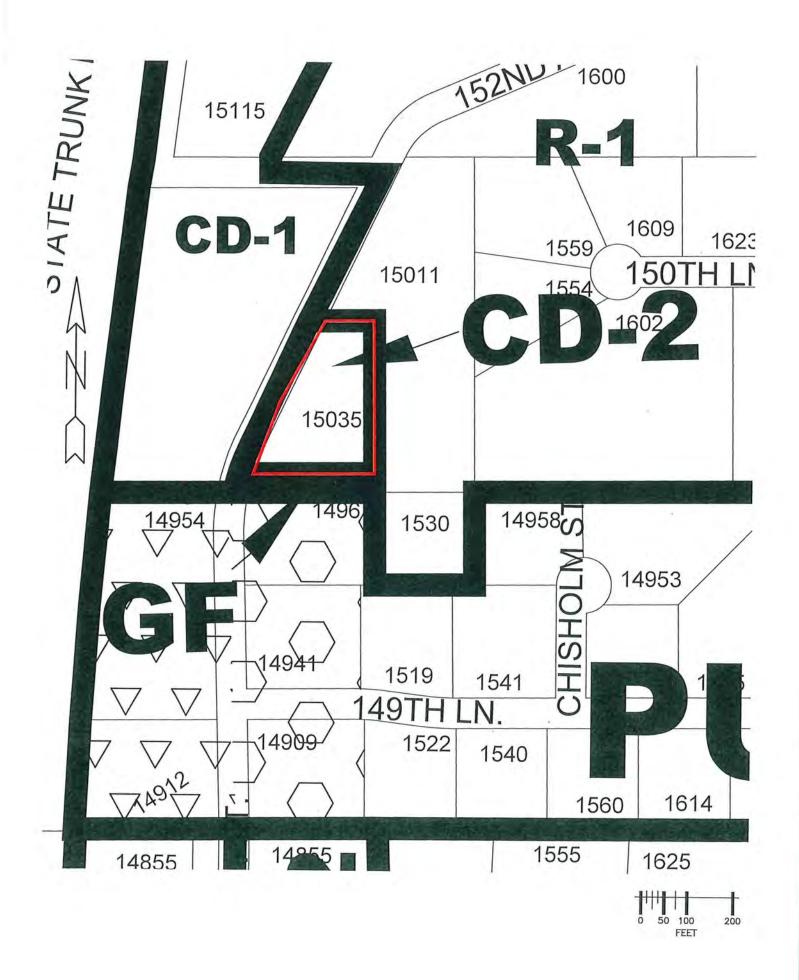
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Multi-units

2024 Aerial Photo







Excerpt from Article 11 of the City Code

11-1800 LANDSCAPING IN COMMERCIALLY ZONED AREAS

In all areas of the City zoned CD-1, CD-2, CD-3 or CD-4, the following conditions shall apply to landscaping and ground cover.

- 11-1810 Landscape Plan Required No building permit shall be issued for construction on a vacant lot, nor for any addition to an existing building involving the addition of 500 square feet or more of additional building space, unless the applicant shall have first submitted and obtained approval of the City Council, after review by the Planning Commission, of a landscaping plan meeting the requirements of this code.
- <u>11-1820 Installation Required</u> No certificate of occupancy shall be issued for any construction which required a landscaping plan unless the applicant has installed all of the elements of the landscaping plan, or unless the applicant has posted security acceptable to the City to guarantee timely installation of all landscaping.
- <u>11-1830 Time for Submission</u> The landscaping plan shall be submitted, whenever possible, at the time of site plan approval. If the landscaping plan is not submitted at the time of site plan approval, it must be separately reviewed by the Planning Commission and approved by the City Council prior to the issuance of any building permits.

11-1840 Contents and Specifications

The landscaping plan shall be a quality document prepared at a scale of one-inch equals thirty feet, showing all relevant dimensions. Fifteen copies of the plan shall be submitted by the applicant. The following data shall be displayed on the plan, legibly labeled:

- A. Perimeter of all buildings, signs or other structures;
- B. Parking lots and walkways, identifying pavement material;
- C. Areas of decorative rock, identifying type of rock;
- **D.** Areas of lawn;
- **E.** Other areas where other than natural wooded vegetation is to be used as ground cover, identifying the ground cover to be used;
- F. Locations, trunk size, height and species of all trees to be planted;
- G. Locations where existing natural wooded vegetation will remain undisturbed;
- **H.** All other landscaping features to be used.

11-1850 MINIMUM LANDSCAPING REQUIREMENTS

<u>11-1851 Paved Surfaces</u> All surfaces upon which motor vehicles will be parked or driven, and all areas in which pedestrians will be walking from point to point shall be surfaced with asphalt or concrete, to specifications established by the City's engineer.

11-1852 Ground Cover On any side of a lot which abuts a public road, the area from the road right-of-way to the nearest building side shall be entirely covered with ground cover consisting of pavement, decorative rock bordered with edging, lawn grass intended for regular mowing, mulch, bark, wood chips or other commonly used landscaping ground cover. Shingles, aggregate and clay mixtures such as Class V material, recycled concrete or asphalt, and other non-conventional ground covers shall not be permitted. Loose ground cover shall be installed to a depth of at least three inches. Any area which is covered by landscaping ground cover (not lawn or pavement) shall also include one decorative shrub for each ten square feet of ground cover.

Side yards and rear yards which do not contain existing natural wooded vegetation shall either be covered with ground cover in the manner stated above for front yards, or shall be planted so as to encourage the emergence of natural wooded vegetation, through the planting of tree species expected to reach a height of at least twenty five feet. Areas so prepared shall not be required to have mown lawn areas, but may be allowed to return to a natural state.

11-1853 Tree Plantings Trees which are planted outside of areas intended to return to a natural wooded state shall be of a variety indigenous to the local climate. Deciduous trees shall, when planted, have a trunk size of at least one and one half inches at a height of four feet from ground level. Conifers shall have a height of at least five feet. Tree locations are subject to review and approval of the City in the landscaping plan review process, and while no specific number of trees are required, the following general principles shall be observed;

- **A.** Where property lines are adjacent to residential areas, a planting screen of conifers shall be required, of sufficient size and proximity to provide an intermingled screen within five years;
- **B.** Decorative trees shall be planted along the right of way lines of adjacent public roadways;
- B. The use of conifers shall be encouraged and preferred.
- **C.** Whenever possible, an attempt will be made to preserve stands of existing vegetation, particularly treed or wooded areas.

11-1860 Case by Case Evaluation

Recognizing that the City contains a wide variety of commercial land, the landscape approval process shall be on a case by case basis. Where wetlands are present, or where large distances separate a commercial lot from adjacent lands, for example, strict adherence to screening requirements may be unnecessary. Likewise, strict adherence to the remaining provisions of Article 11-1800 may be unnecessary where size, spatial relationships, topography or other physical features render a given landscaping plan aesthetically acceptable, and departures from the strict observance of the elements of Article 11-1800 shall not be considered variances requiring a showing of physical hardship. Conversely, an applicant shall be expected to meet the general spirit of this article in establishing an aesthetically pleasing landscaping plan.



PLANNING REQUEST

CITY OF HAM LAKE

15544 Central Avenue NE Ham Lake, MN 55304

Phone (763) 434-9555 Fax (763) 235-1697

Date of Application	Date of Receipt 4-25-2025
	Date of Receipt 4-25-2025 Receipt # 102147 Amount \$ 2100.0
Meeting Appearance Dates: Planning Commission 4-28-262	
Please check request(s): Metes & Bounds Conveyance Sketch Plan Preliminary Plat Approval*	Commercial Building Permit Certificate of Occupancy Home Occupation Permit
Final Plat Approval	Conditional Use Permit (New)*
Rezoning*	Conditional Use Permit (Renewal)
Multiple Dog License*	Other _
*NOTE: Advisory Signage is required for land use a application also requires a Public Hearing Development/Business Name:	alterations and future road connections. This . Such fees shall be deducted from deposit.
Address/Location of property: XXX Vickers St NE	•
·	
Legal Description of property:	D-A 2 1
PIN # 02-32-23-34-0018 /02-32-23-43-000 Curren Notes: 3 Single Family Res lots	t Zoning <u>^ / </u> Proposed Zoning <u>^ / </u>
Applicant's Name:Jeffrey A Stalberger	
Business Name: MN Developments LLC	
Address 3399 185th Lane NE	
	State MN Zip Code 55304
Phone 612-799-1471 Cell Phone	Fax
Email addressstally68@msn.com	
You are advised that the 60-day review period required to run until all of the required items have	been received by the City of Ham Lake.
SIGNATUREJeffrey Stalberger	04/22/25 DATE
**************************************	"*************************************
ACTION BY: Planning Commission	

CITY OF HAM LAKE ACKNOWLEDGMENT OF RESPONSIBILITY TO REIMBURSE EXPENSES

The undersigned,A Stalberger	, having applied to the City of Ham
Lake for consideration of a planning and zoning	request, or any other permit, license,
or action requiring review and/or approval of the	City, as follows:
Type of Application	•
acknowledges that the sum of \$, has	been deposited with the City of Ham
Lake to reimburse the City of Ham Lake for any o	ut of pocket expenses incurred by the
City in reviewing the proposal, including but n	ot limited to a staff review fee, any
signage required by ordinance, and City Engine	er and City Attorney's fees for their
review, in amounts which are not known to the	he City at this time. The applicant
acknowledges that it is the responsibility of the	undersigned to reimburse the City for
any such engineering or attorney's fees incurred	- · · · · · · · · · · · · · · · · · · ·
or any other expenses incurred by the City in con	- · · · · · · · · · · · · · · · · · · ·
acknowledges that in the event that the unde	
amounts incurred by the City in excess of the de	- , -
discontinue further consideration or action upon	
the right to rescind any approvals, withdraw any	
shall have the right to vacate any street or roa	• •
undersigned waives the right to claim damages a	rising out of any such act by the City.
Furthermore, the applicant agrees that in the even	-
legal action in order to effect recovery of any of t	he expenses incurred by the City from
legal action in order to effect recovery of any of the undersigned, the City shall be entitled, in	he expenses incurred by the City from addition to principle and interest, to
legal action in order to effect recovery of any of the undersigned, the City shall be entitled, in recover its reasonable attorney's fees incurred	he expenses incurred by the City from addition to principle and interest, to
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Memorandum

Office (763) 862-8000 Fax (763) 862-8042

Date:

April 24, 2025

To:

Planning Commissioners

From:

David A. Krugler, City Engineer

Subject:

South Shore Estates Minor Plat

Introduction:

The proposed three lot residential development, is located on the combined 94.3-acres of 02-32-23-43-0001 (17529 Vickers Street) and 02-32-23-34-0018 (3740 Interlachen Drive). The plans have not identified if the houses and associated accessory buildings from 3740 Interlachen Drive and 17529 Vickers Street will remain or be razed. The three parcels are zoned Residential-Rural Single Family (R-A) and are proposed to be zoned Residential-Single Family (R-1). A 600-scale aerial photo, a 600-scale zoning map and 400-scale half-section maps are attached.

Discussion:

The proposed subdivision falls under the Minor Plat portion of City Code Section 10-101. Consideration of approving both the preliminary and final plat will be before the Planning Commission at the same meeting, following the public hearing. Easement dedication will be required around the perimeter of each proposed parcel, along with 100-foot easement (50-foot either side of the centerline) dedication over County Ditch 11. The easement dedicated over County Ditch 11 will contain the wetlands in the northeast portion of proposed Lot 1 of Block 1.

There are existing buildings, accessory buildings, wells and septic systems located within the proposed Sketch Plan. Future submittals need to show all removals or compliance of existing well and septic systems. Existing wells to be abandoned will need to be sealed per Minnesota Department of Health requirements. The existing septic systems to be abandoned, including tanks, will need to be abandoned per MPCA requirements. Demolition permits will need to be approved by the Building Official. Proof that wells have been sealed and septic systems/tanks have been abandoned must be submitted to the Building Official as well. There is City storm sewer on the north end of Vickers Street that will be need to be shown.

Vickers Street is the jurisdictional boundary between the Coon Creek Watershed District (CCWD) and the Sunrise River Watershed Management Organization (SRWMO). The parcels within CCWD are within a drainage sensitive area, however since no grading is proposed, no modifications will be required with the Minor Plat as no construction is proposed and all facilities are existing. The City of Ham Lake waived Wetland Conservation Act jurisdiction to CCWD for that portion of the project located outside of the CCWD boundary. That portion of the plat within the SRWMO will be reviewed for compliance with the SRWMO Watershed Management Plan.

Lots 1 of Block 1 and Lots 1 and 2 of Block 2 are located within the shoreland zoning district for Coon Lake. Coon Lake is defined as a General Development Lake, and per the attached portion of the Shoreland Zoning Ordinance 92-35 both the structure setback and sanitary sewer setback are 50 feet. Per ordinance 92-35, impervious area is not allowed to exceed 25% of each proposed lot. A potential park is shown within the proposed subdivision on the Bike Facilities Map. However, the park committee recommendation is to accept monies in lieu of parkland.

Both parcels 02-32-23-43-0001 and 02-32-23-34-0018 were enrolled in the Anoka County Green Acres and Rural Preserve deferred tax program. Taxes are calculated on both market value and agricultural value, but paid on the lower, agricultural value, each year. The difference between the tax calculated on agricultural market value and the actual market value is deferred until the property is sold or no longer qualifies for the program. When the property is sold, or no longer qualifies, the deferred tax may be due for three years, on the part sold or no longer qualifying. The deferred payment has been calculated resulting in \$3,358.27 for each parcel and must be required to be paid prior to preliminary/final plat approval.

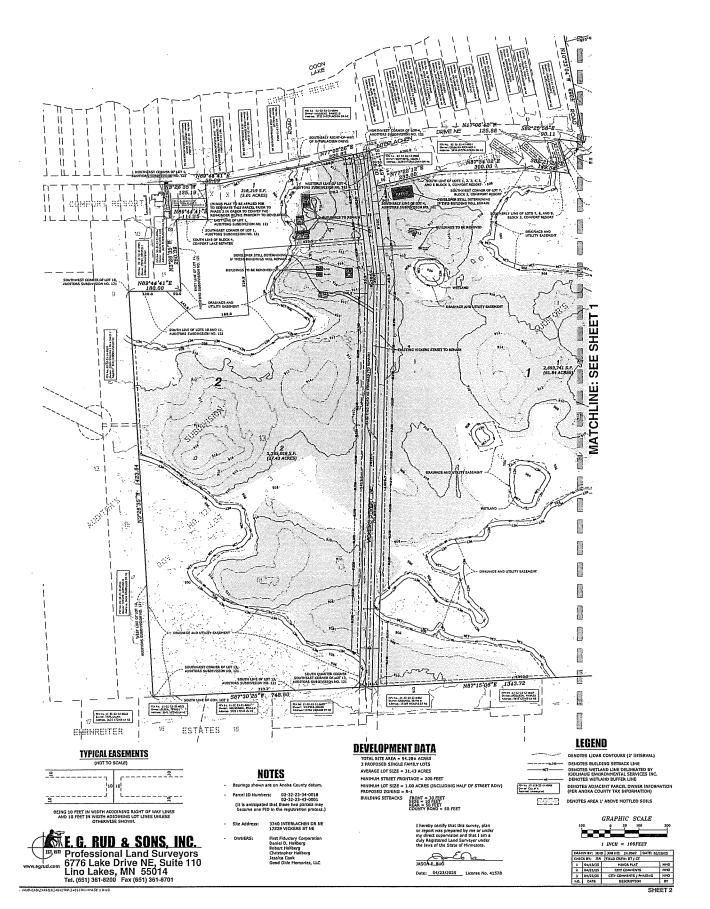
Recommendations:

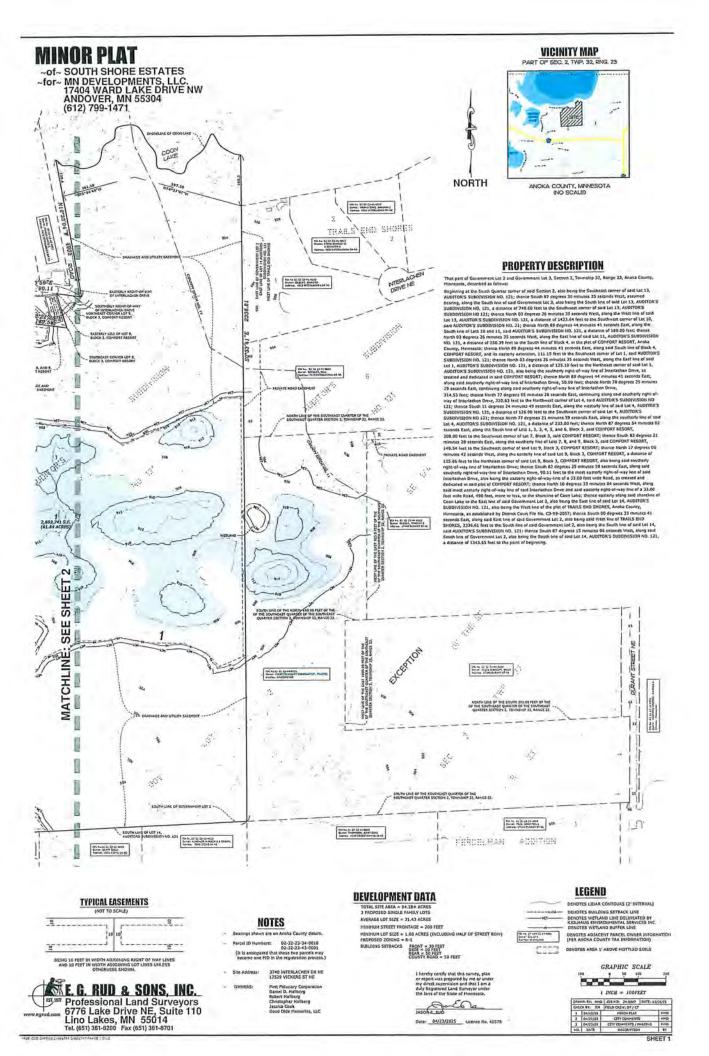
It is recommended that the South Shores Estates Minor Plat Sketch Plan be recommended for approval.

MINOR PLAT

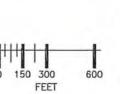
~of~ SOUTH SHORE ESTATES ~for~ MN DEVELOPMENTS, LLC. 17404 WARD LAKE DRIVE NW ANDOVER, MN 55304 (612) 799-1471



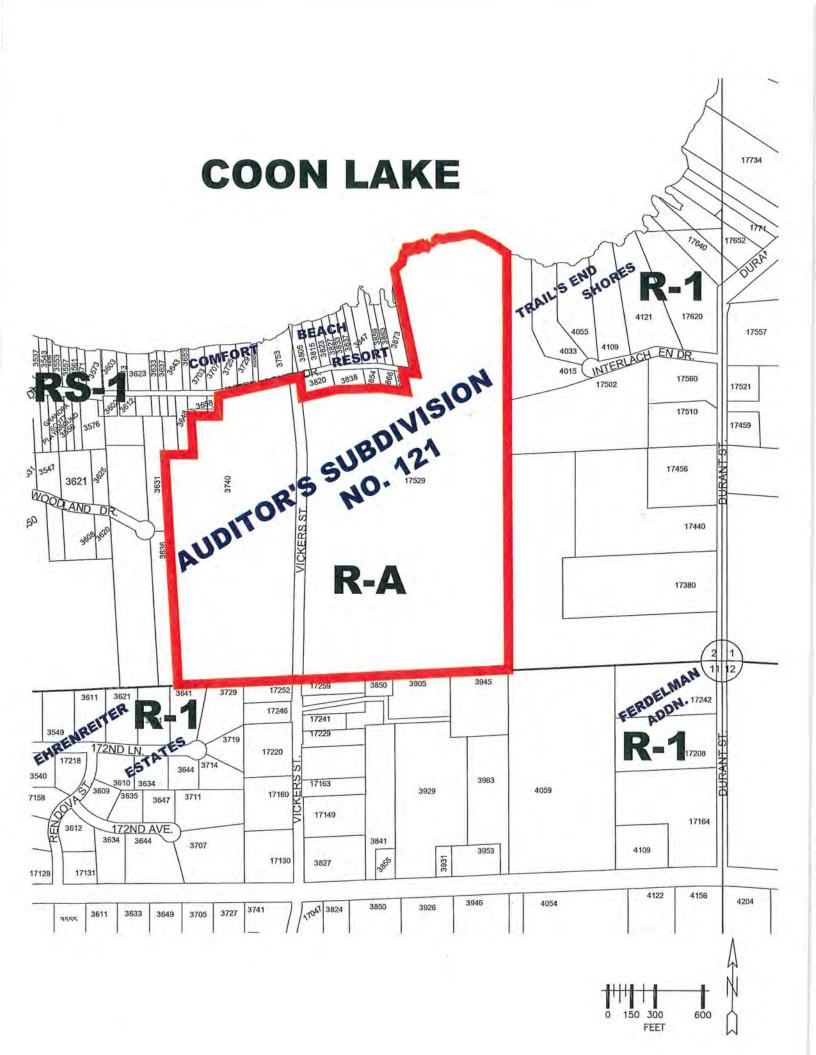


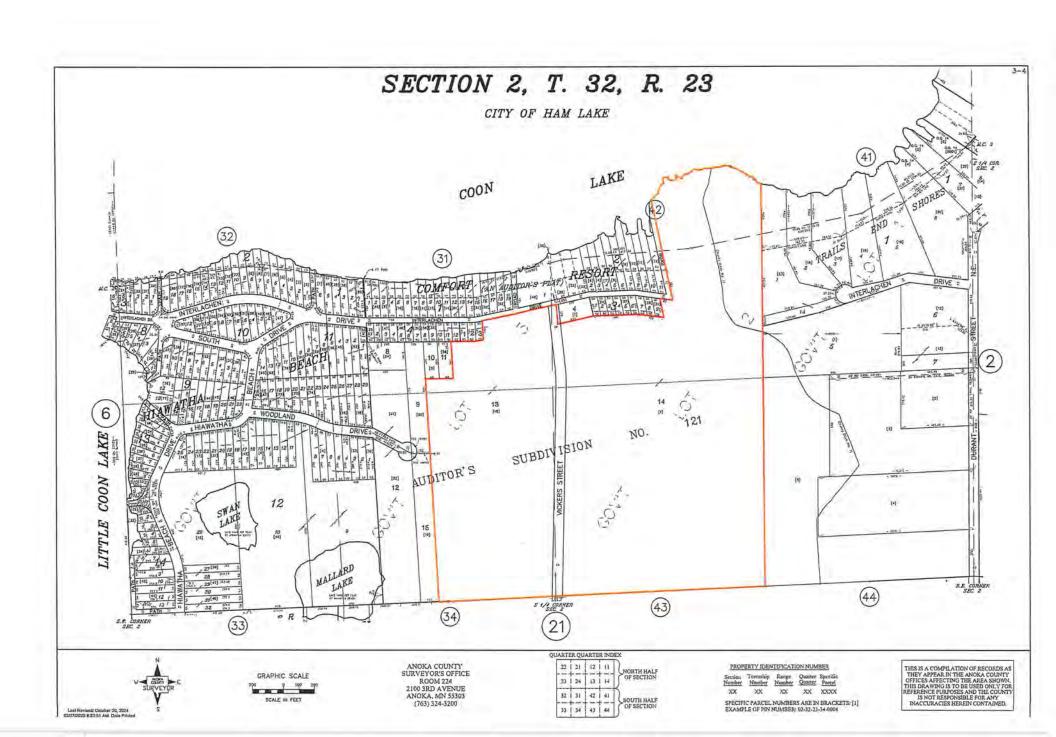


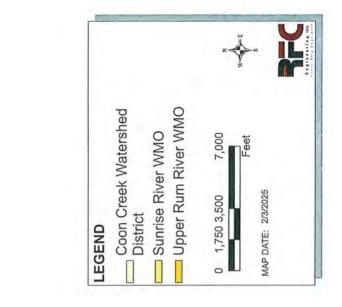




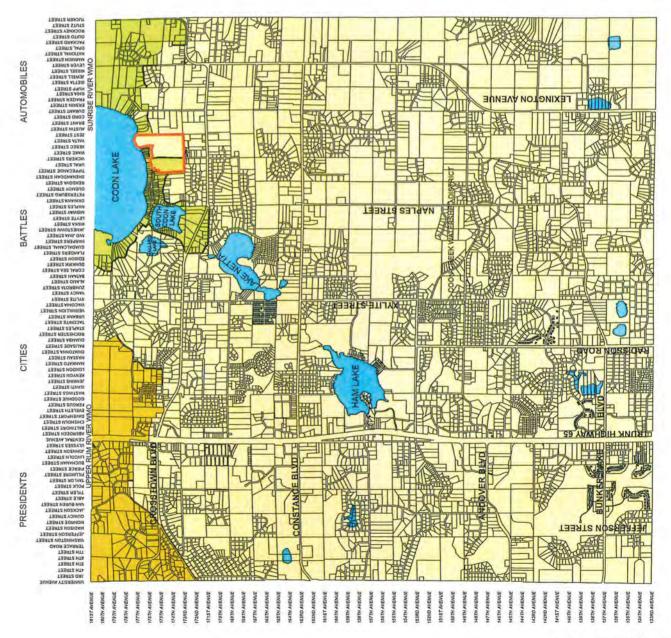












sections 12-4.12 shall be as defined in section 12-2.744 and as shown on the Official Zoning Map.

12-4.12 Lakes

	and the second second
Protected	Tito de a seco
PROTECTED	WATERS

A. Natural Environment Lakes Inventory I.D.#

Little Coon La	ke 2-48W
Mallard Lake	2-49W
Sec. 9	2-51W
Sec. 30 & 31	2-74W

Protected Waters

B. Recreational Development Lakes Inventory I.D.#

Lake Netta	2-52P
Ham Lake	2-53P

Protected Waters

C. General Development Lakes

Inventory I.D.#

Coon Lake 2-42P

12-4.2 Land Use District Descriptions

12-4.21 All land adjacent to any natural environment lake, recreational lake, or general development lake shall be classified as C-A (Conservation/Agriculture), RS-1 (Residential Shoreland-1), RS-2 (Residential Shoreland -2), ML-PUD (Marginal Land Planned Unit Development) as those classifications are established by Article 9 of the Ham Lake City Code. Uses permitted in such zoning districts shall be as prescribed in Article 9. Areas which meet the definition of "Shoreland" as found in Article 12-2.743, but which are not zoned RS-1, RS-2, C-A or ML-PUD, shall be subject to the restrictions and conditions of this Article 12.

12-5.0 - ZONING AND WATER SUPPLY/SANITARY PROVISIONS

12-5.1 Lot Area and Width Standards

The lot area (in square feet) and lot width standards (in feet) for single family dwellings shall be the same as for R-1 Single Family Residential as found in Table 9-2 of Article 9 of the Ham Lake City Code, for RS-1 and RS-2 zones. For C-A and ML-PUD zones, the standards found in Table 9-2 of Article 9 for those classifications shall apply.

- 12-5.2 Placement, Design, and Height of Structures.
- 12-5.21 Placement of Structures on Lots. When more than one

setback applies to a site, structures and facilities must be located to meet all setbacks. Where structures exist on the adjoining lots on both sides of a proposed building site, structure setbacks may be altered without a variance to conform to the adjoining setbacks from the ordinary high water level, provided the proposed building site is not located in a shore impact zone or in a bluff impact zone. Structures shall be located as follows.

A. Structure and On-site Sewage System Setbacks (in feet) from Ordinary High Water Level*.

Setbacks*				
Struc	ctures	Sewage Treatment		
Unsewered	Sewered	System		
150	150	150		
100	75	75		
75	50	50		
	Unsewered 150 100	Structures Unsewered Sewered 150 150 100 75		

*One water-oriented accessory structure designed in accordance with Section 12-5.22 of this ordinance may be set back a minimum distance of ten (10) feet from the ordinary high water level.

B. Additional Structure Setbacks. The following additional structure setbacks apply, regardless of the classification of the waterbody:

Seth	eack From:	Setback	(in feet)
(1)	top of bluff;	30	
(2)	unplatted cemetery;	50	
(3)	right-of-way line of federal, state, or county highway; and	50	
(4)	right-of-way line of town road, public st or other roads or st not classified.	reet,	

C. Bluff Impact Zones. Structures and accessory facilities, except stairways and landings, must not be placed within discharge to public waters.

- B. Development must be planned and conducted in a manner that will minimize the extent of disturbed areas, runoff velocities, erosion potential, and reduce and delay runoff volumes. Disturbed areas must be stabilized and protected as soon as possible and facilities or methods used to retain sediment on the site.
- C. When development density, topographic features, and soil and vegetation conditions are not sufficient to adequately handle stormwater runoff using natural features and vegetation, various types of constructed facilities such as diversions, settling basins, skimming devices, dikes, waterways, and ponds may be used. Preference must be given to designs using surface drainage, vegetation, and infiltration rather than buried pipes and man-made materials and facilities.

12-5.52 Specific Standards:

- A. Impervious surface coverage of lots must not exceed 25 percent of the lot area.
- B. When constructed facilities are used for stormwater management, documentation must be provided by a qualified individual that they are designed and installed consistent with the field office technical guide of the local soil and water conservation districts.
- New constructed stormwater outfalls to public waters must provide for filtering or settling of suspended solids and skimming of surface debris before discharge.
- 12-5.6 Special Provisions for Commercial, Industrial, Public/Semipublic, Agricultural, Forestry and Extractive Uses and Mining of Metallic Minerals and Peat.
- 12-5.61 Standards for Commercial, Industrial, Public, and Semipublic Uses.
- A. Surface water-oriented commercial uses and industrial, public, or semipublic uses with similar needs to have access to and use of public waters may be located on parcels or lots with frontage on public waters. Those uses with water-oriented needs must meet the following standards:
 - in addition to meeting impervious coverage limits, setbacks, and other zoning standards in this ordinance, the uses must be designed to incorporate topographic and vegetative screening of parking areas and structures;
 - (2) uses that require short-term watercraft mooring for patrons must centralize these facilities and design

Meeting Date: April 28, 2025



To:

Planning Commissioners

From:

Denise Webster, City Administrator, on behalf of the Park Committee

(Mayor Kirkham, Councilmember Hallberg and Public Works

Superintendent John Witkowski)

Subject:

Consideration of Parkland Dedication for Jeff Stalberger, MN Developments LLC, requesting Sketch Plan approval for South Shore Estates (a minor sketch plan of 3 lots) and South Shore Estates Second Addition (41 lots and 1 outlot) located along Vickers Street NE, South

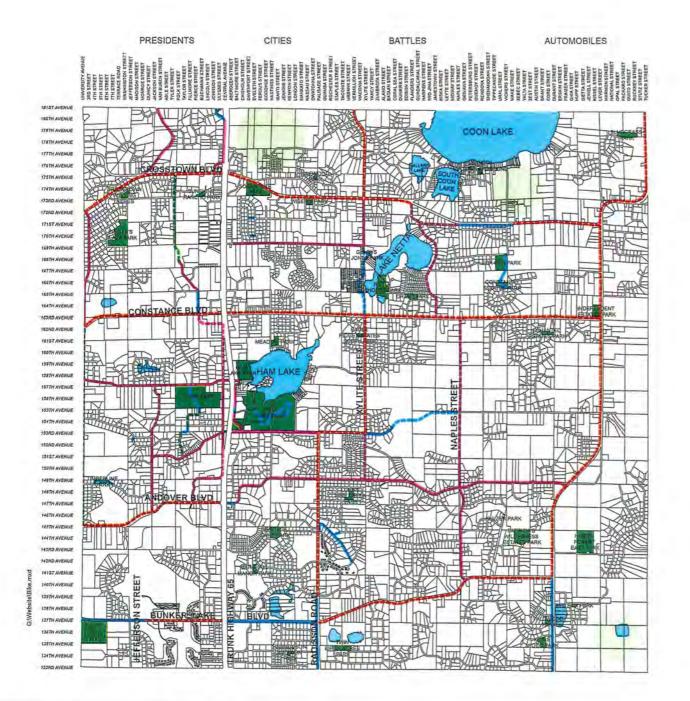
of Coon Lake in Section 2

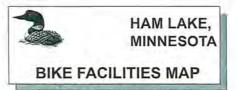
Introduction/Discussion:

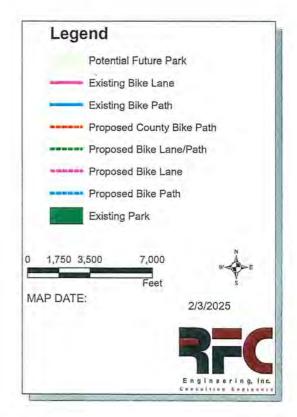
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Recommendation:

It is the recommendation of the Park Committee to accept monies in lieu of parkland for the Jeff Stalberger, MN Development LLC, Sketch Plans for South Shore Estates (a minor sketch plan of 3 lots) and South Shore Estates Second Addition (41 lots and 1 outlot) located along Vickers Street NE, South of Coon Lake in Section 2.









PLANNING REQUEST

CITY OF HAM LAKE

15544 Central Avenue NE Ham Lake, MN 55304

jes Phone ((763) 434-9555 Fax (763) 235-1697
Date of Application 3-24-3	Date of Receipt 3-24-2025 Receipt # 101852 Amount \$10,000
Meeting Appearance Dates: Planning Commission 4-28-2	
Please check request(s): Metes & Bounds Conveyance Sketch Plan Preliminary Plat Approval* Final Plat Approval Rezoning*	Commercial Building Permit Certificate of Occupancy Home Occupation Permit Conditional Use Permit (New)* Conditional Use Permit (Renewal)
Multiple Dog License*	Other
*NOTE: Advisory Signage is required for land use application also requires a Public Hearing Development/Business Name:	ng. Such fees shall be deducted from deposit.
Address/Location of property: XXX Vickers St	
Legal Description of property:	
	ent Zoning R-A Proposed Zoning R-I
Notes: 41 Single Family lots & 10	ent Zoning R-A Proposed Zoning R-I
Applicant's Name:	
Business Name: MN Developments LLC	
Address 3399 185th Lane NE	
City Wyoming	State MN Zip Code 55304
Phone 612-799-1471 Cell Phone	Fax
Email address stally68@msn.com	
	quired by Minnesota Statutes Chapter 15.99 does
not begin to run until all of the required items ha	경기에 되었다. 이 경기에 가면서 하다 사람이 되었다. 그리고 있다고 어려워 보고 있었다. 그리고 있다고 있다고 있다.
SIGNATURE Jeffrey Stalberger	DATE
**********************	*****************
- FOR STAFI ACTION BY: Planning Commission	F USE ONLY -
City Council	PROPERTY TAXES CURRENT YES NO Any Active/Deferred Assessments YES NO

CITY OF HAM LAKE ACKNOWLEDGMENT OF RESPONSIBILITY TO REIMBURSE EXPENSES

		alberger			
	-	lanning and zoning			icense,
or action requi	ring review an	d/or approval of the	City, as fol	lows:	
		True of Applicati			-
acknowledges	that the sum (Type of Application of \$, has		sited with the City	of Ham
		Ham Lake for any o			
		sal, including but n	-	•	_
_		ce, and City Engine			
	_	are not known to t	-	-	
•		esponsibility of the	_		_
any such engir	neering or atto	rney's fees incurred	l in review	of the applicant's r	equest,
or any other ex	penses incurre	ed by the City in con	nection wit	h this requires, and	further
acknowledges	that in the e	event that the unde	ersigned fa	ils to promptly rei	nit any
amounts incur	red by the City	in excess of the do	eposit, the (City shall have the	right to
		ation or action upon			
-		ovals, withdraw any	•		· ·
	_	te any street or ro		•	
_	_	to claim damages a	_		_
•		igrees that in the e			
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undersigned.	asonable atto	iney 3 rees meane	u in conce	ting salu sums n	om the
unaoioignoai		Authentisign			<u> </u>
Applican	t Signature	Jeffrey Stalberger		Dated	5 3/24/
The following s	statement mus	st be signed if the a	oplicant is r	ot the property ow	ner:
see below, multiple				iot the property of	
owners	, as	s owner of the	property in	volved in the fo	regoing
application, ag	•	Itly and severally lia			
	_			_	
I am aware of	f the applicati	ion <u>being</u> submitte	d by the a	pplicant and appro	ove the
request.		Walter Fix	03/21/25	Robert Hallberg	03/20/25
		Authentisign		(Novoti Morotory	03/20/23
Property	Owner Signat	tureKaren Fix	03/20/25	Dated	
Jessica Cook	03/21/25	Authentisign		Chun I ZLM	03/20/25
— Authentisign		Jodí Hallberg	03/21/25	Authentision	
Christopher Cook	03/21/25	Dan Hallberg	02/20/25	Saroun Lyla Hallberg	03/21/25
-		Dan Mallberg	03/20/25		



Memorandum

Office (763) 862-8000 Fax (763) 862-8042

Date:

April 24, 2025

To:

Planning Commissioners

From:

David A. Krugler, City Engineer

Subject:

South Shore Estates Second Addition

Introduction:

The proposed 41 lot residential development, with one Outlot, is located on the combined 105.5-acres of Lot 1 of Block 1, Lot 2 of Block 2 of South Shores Estates minor plat and 02-32-23-44-0005 The plans have not identified if the two houses and associated accessory buildings from Lot 1 of Block 1 and Lot 2 of Block 2 will remain or be razed. The 02-32-23-44-0005 parcel is zoned Residential-Rural Single Family (R-A) and individual lots are proposed to be zoned Residential-Single Family (R-1). A 600-scale aerial photo, a 600-scale zoning map and 400-scale half-section maps are attached.

Discussion:

There are existing buildings, accessory buildings, wells and septic systems located within the proposed Sketch Plan. Future plan submittals need to show all removals or compliance of existing well and septic systems. Existing wells to be abandoned will need to be sealed per Minnesota Department of Health requirements. The existing septic systems to be abandoned, including tanks, will need to be abandoned per MPCA requirements. Demolition permits will need to be approved by the Building Official. Proof that wells have been sealed and septic systems/tanks have been abandoned must be submitted to the Building Official. There is City storm sewer on the north end of Vickers Street that will be need to be shown.

Vickers Street is the jurisdictional boundary between the Coon Creek Watershed District (CCWD) and the Sunrise River Watershed Management Organization (SRWMO). The parcels withing CCWD are within a drainage sensitive area, however since they will be regraded, this restriction will be removed when the plat is completed. Lots 9, 10, 11, 17-22 of Block 1 are adjacent to County Ditch #11 which will require a 100-foot easement (50-foot either side of the centerline). The City of Ham Lake waived Wetland Conservation Act jurisdiction to CCWD for that portion of the project located outside of the CCWD boundary. That portion of the plans within the SRWMO will be reviewed for compliance with the SRWMO Watershed Management Plan.

The Natural Heritage Information System (NHIS) data review by the DNR is required to determine whether any state-protected species may be located within the development boundary. Minnesota's endangered species law (Minnesota Statutes, section 84.0895) and associated rules (Minnesota Rules, part 6212.1800 to 6212.2300 and 6134) prohibit the taking of threatened or endangered species without a permit. A habitat assessment/survey if required, per the NHIS review, will need to identify if any rare plant species are within the vicinity of the project.

Vickers Street was constructed in 1985 with 4 inches of class 5 and 2 inches of bituminous pavement. The roadway was overlaid with 1.5 inches of bituminous in 2007. Currently the roadway is considered a 5-ton roadway rather than a standard 7-ton City Street. In 1986, the parcels were assessed for the improvements made with City Project 85-2. The City under the current rules would be responsible for any upgrades to Vickers Street.

Lots 1, 2, 18, 19, 20 of Block 1, Lots 10-13 of Block 2, Lots 1 and 2 of Block 3 and Lot 1 of Block 4 are located within the shoreland ordinance zone for Coon Lake. Coon Lake is defined as a General Development Lake, and per the attached portion of the Shoreland Zoning Ordinance 92-35 both the structure setback and sanitary sewer setback is 50 feet. Per ordinance 92-35, impervious area is not allowed to exceed 25% of each proposed lot. A potential park is shown within the proposed subdivision on the Bike Facilities Map. However, the park committee recommendation is to accept monies in lieu of parkland.

The majority of the non-wetland portion of the development is identified as an oak forest natural community on the DNRs Natural Communities and Rare Species of Anoka and Ramsey Counties map. The Natural Resources Inventory and Assessment (NRIA) that was completed in 2008 by the Anoka Conservation District (Appendix K of the Storm Water Pollution Prevention Plan) identifies this natural community as an oak forest dry subtype. The oak forest dry subtype section of the NRIA is attached.

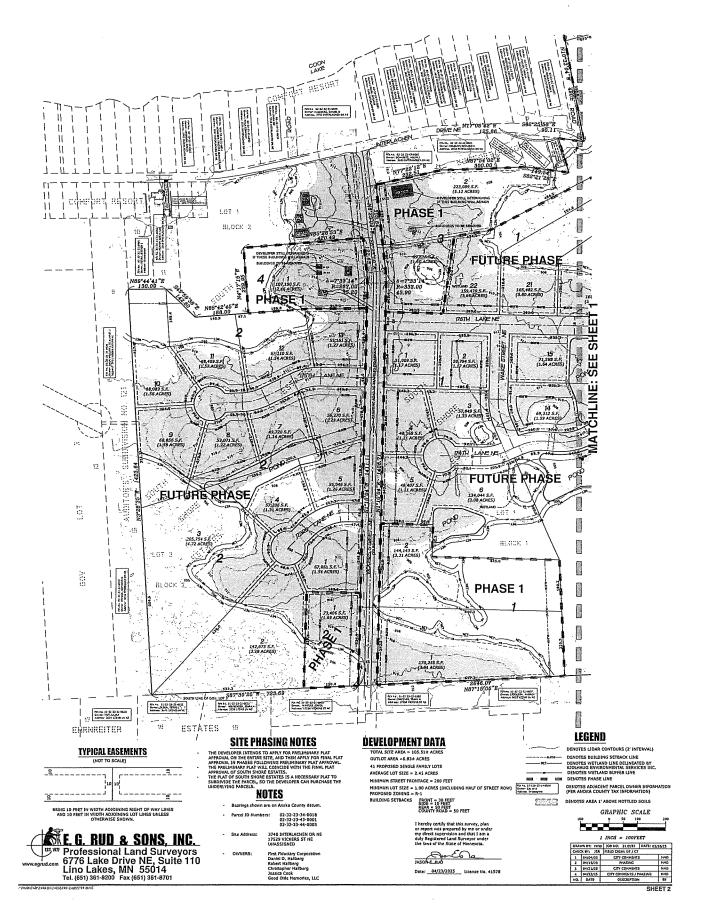
Recommendations:

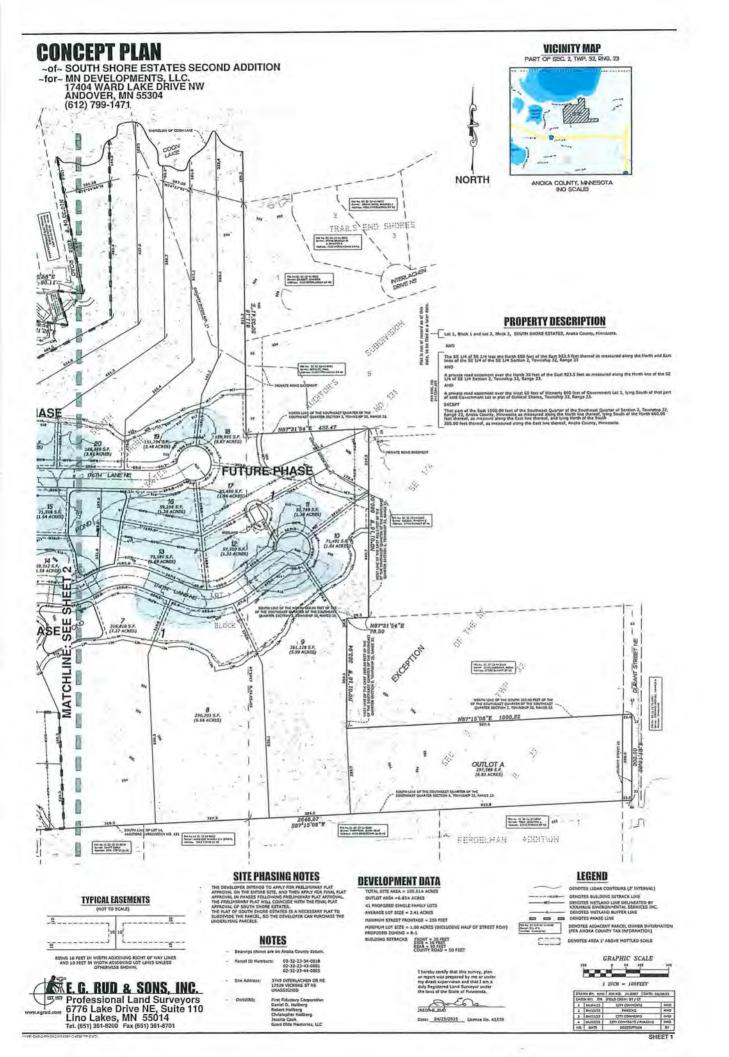
It is recommended that the South Shores Estates Second Addition Sketch Plan be recommended for approval.

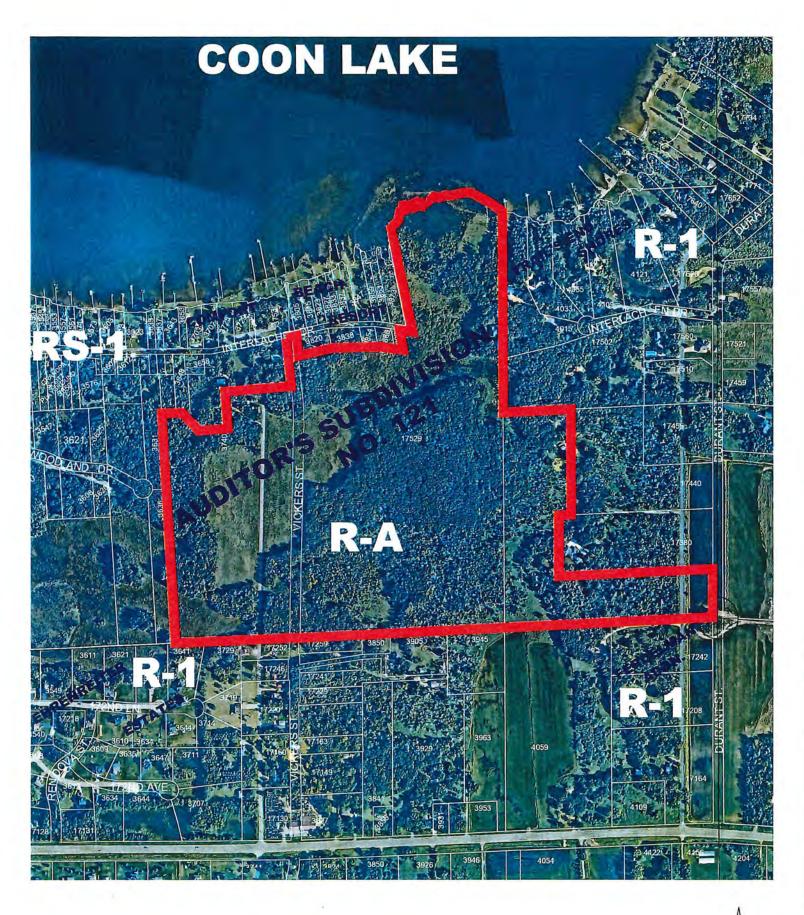
CONCEPT PLAN

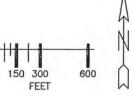
~of~ SOUTH SHORE ESTATES SECOND ADDITION ~for~ MN DEVELOPMENTS, LLC. 17404 WARD LAKE DRIVE NW ANDOVER, MN 55304 (612) 799-1471

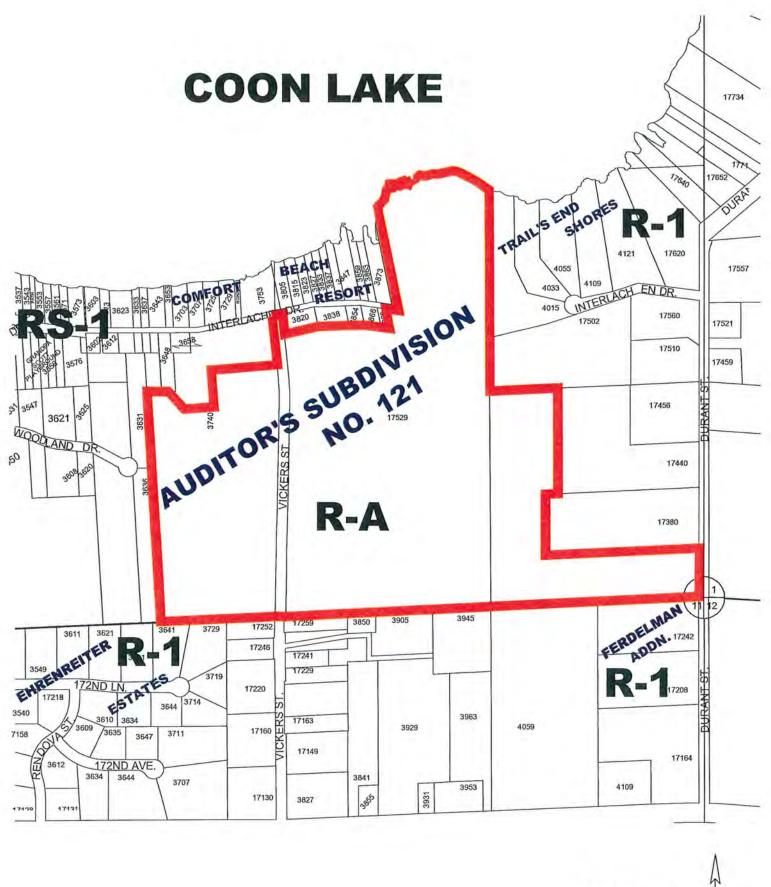


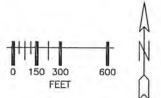


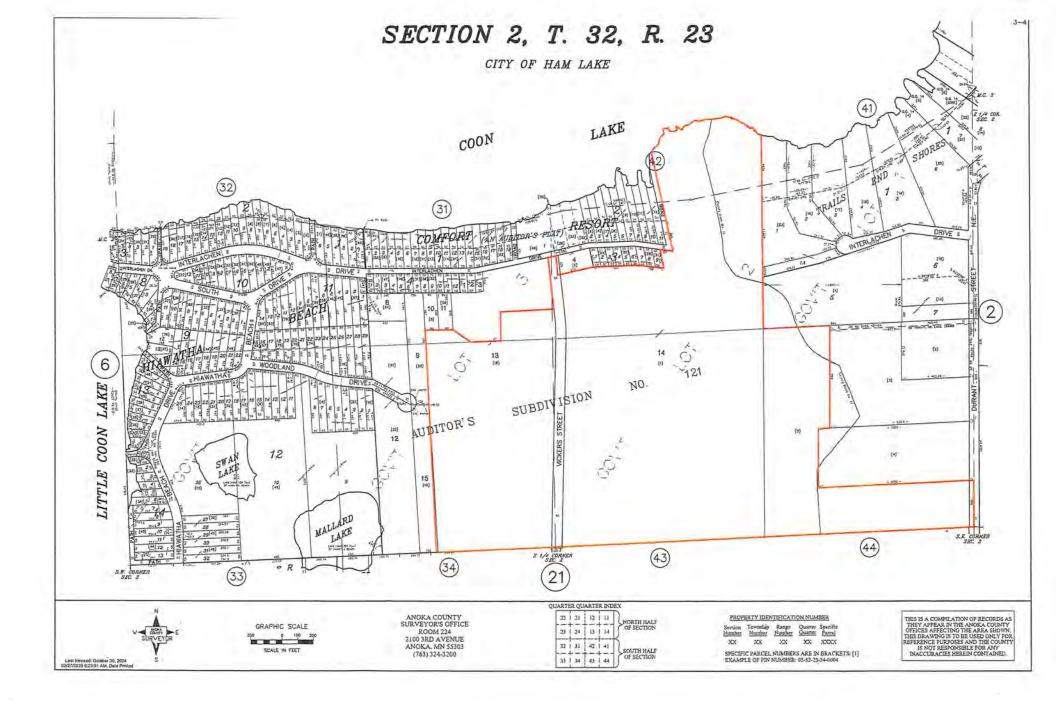








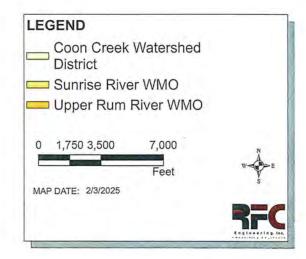






HAM LAKE, MINNESOTA

WATERSHED DISTRICTS AND WATERSHED MANAGEMENT ORGANIZATIONS



sections 12-4.12 shall be as defined in section 12-2.744 and as shown on the Official Zoning Map.

12-4.12 Lakes

Protected Waters

A. Natural Environment Lakes Inventory I.D.#

Little Coon Lake	2-48W
Mallard Lake	2-49W
Sec. 9	2-51W
Sec. 30 & 31	2-74W

Protected Waters

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Lake Netta	2-52P	
Ham Lake	2-53P	

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Coon Lake 2-42P

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	Setbacks*					
Classes of						
Public	Structures		Sewage Treatment			
Waters	Unsewered Sewered		System			
Lakes						
Natural						
Environment	150	150	150			
Recreational						
Development	100	75	75			
General						
Development	75	50	50			

*One water-oriented accessory structure designed in accordance with Section 12-5.22 of this ordinance may be set back a minimum distance of ten (10) feet from the ordinary high water level.

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feet)

seth	back From:	Setback (in
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Meeting Date: April 28, 2025



To:

Planning Commissioners

From:

Denise Webster, City Administrator, on behalf of the Park Committee

(Mayor Kirkham, Councilmember Hallberg and Public Works

Superintendent John Witkowski)

Subject:

Consideration of Parkland Dedication for Jeff Stalberger, MN Developments LLC, requesting Sketch Plan approval for South Shore Estates (a minor sketch plan of 3 lots) and South Shore Estates Second Addition (41 lots and 1 outlot) located along Vickers Street NE, South

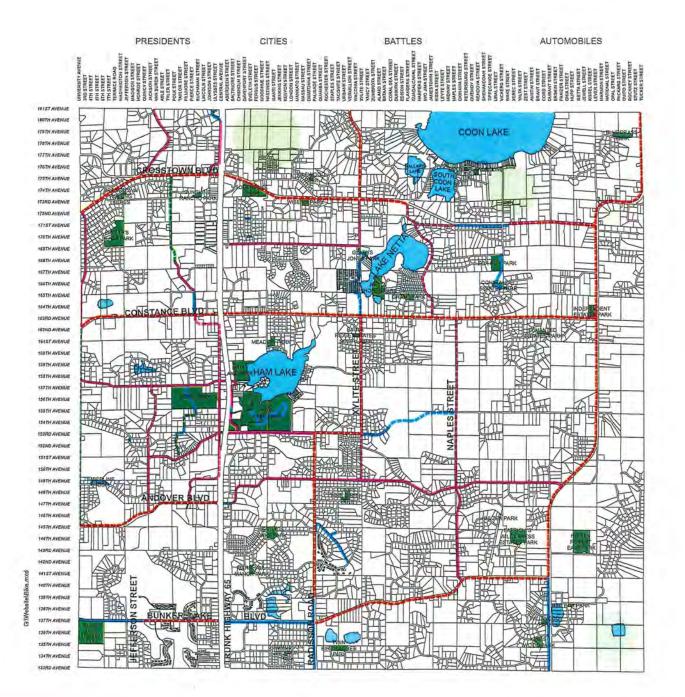
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Introduction/Discussion:

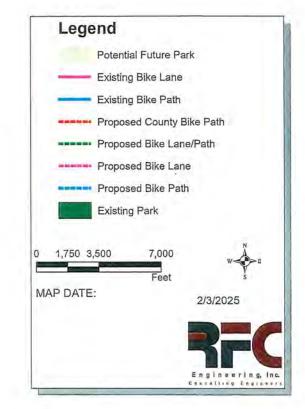
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Recommendation:

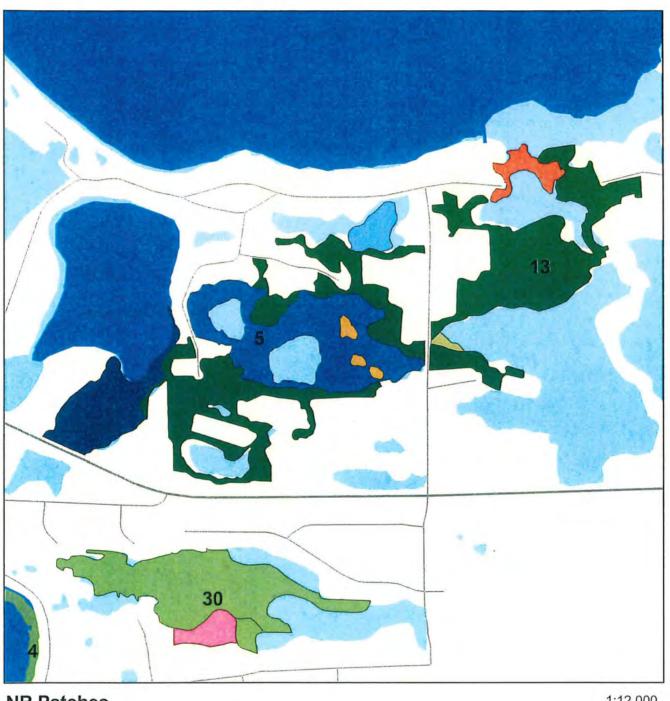
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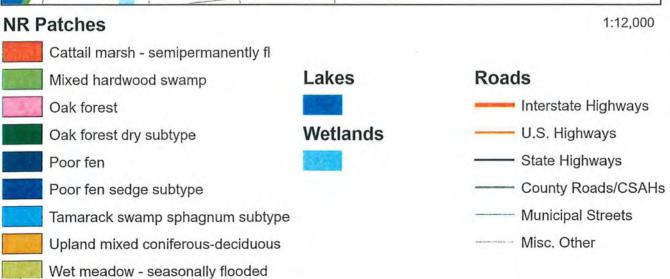






Natural Resource Clusters #5, #13, and #30 City of Ham Lake





Cluster 5
Component Patches

Total Patch					
Patch Ecotype	Development Status	Acres	Patch Developed Acres	Hydrology	Type
Oak forest dry subtype	partial	23.3	1.6	Upland	Upland
Oak forest dry subtype	partial	11.6	5.3	Upland	Upland
Oak forest dry subtype	partial	3.3	0.6	Upland	Upland
Poor fen	not developed	12.5		Wetland	Saturated
Poor fen	not developed	2.9		Wetland	Saturated
Poor fen sedge subtype	partial	31.1	10.4	Wetland	Saturated
Tamarack swamp sphagnum subtype	partial	3.9	1.5	Wetland	Saturated
Birch bog, spiraea shrubland - sea	partial	16.6	1.3	Wetland	Seasonally flooded

Cluster 13 Component Patches

		Total Patch			
Patch Ecotype	Development Status	Acres	Patch Developed Acres	Hydrology	Type
Cattail marsh - semipermanently fl	partial	4.0	0.2	Wetland	Semi-permanently flooded
Oak forest dry subtype	partial	34.6	2.0	Upland	Upland
Oak forest dry subtype	partial	4.1	2.1	Upland	Upland

Meeting Date: April 28, 2025



CITY OF HAM LAKE

STAFF REPORT

To:

Planning Commissioner's

From:

Denise Webster, City Administrator

Subject:

Discussion of Article 9-330.7 Seasonal Temporary Conditional Uses

Introduction/Discussion:

Recently the city has been approached by property owners in the city who are seeking to obtain a Seasonal Temporary Conditional Permit under 9-330.7 of the City Code. An issue that has been raised is that the property owners are on a lot that is 10 acres in size. Article 9-330.7 indicates that to be eligible for a Seasonal Temporary Conditional Use Permit, "the parcel of land on which is proposed must contain at least 20 contiguous acres, and be located in an area zoned R-A or GF."

Recommendation: Staff is seeking a recommendation from the planning commission on whether the commission would recommend a change in the ordinance to reduce or increase the acreage size requirement.

9-330.7 Seasonal Temporary Conditional Uses

A Seasonal Temporary Conditional Use is an activity of no more than forty-five days' duration, involving invitees to a specific location, which is not being promoted primarily for commercial exploitation, but which has as its primary function a civic, recreational, celebratory, educational or charitable purpose. Such activities include, without limitation, athletic tournaments, harvest festivals, spring, summer, fall or winter festivals, or the like. A Seasonal Temporary Conditional Use Permit may be issued after approval by the City Council, upon review and recommendation of the Planning Commission. The City Council may establish any reasonable condition to the issuance of such a permit. The City Council may require a public hearing to be conducted by the Planning Commission prior to acting on such a permit, but may also direct that the permit be annually reviewed and reapproved by City Staff if no complaints are received regarding the activity.

Notwithstanding the foregoing, in the event that the provisions of the foregoing paragraph overlap or come into conflict with other portions of the Ham Lake City Code regarding certain activities, including, without limitation, Large Assemblies, Field Parties or the use of Temporary Commercial Structures, the usage of this Article is to be deemed entirely discretionary by the City Council, and the City Council is entitled to decline to use this Article in favor of more restrictive regulatory provisions found elsewhere in the City Code.

To be eligible for a Seasonal Temporary Conditional Uses by Permit the parcel of land on which it is proposed must contain at least 20 contiguous acres, and be located in an area zoned R-A or GF.