



Inver Grove Heights City Council
Tuesday, May 27, 2025 at 6:00 PM
8150 Barbara Ave, Inver Grove Heights, MN 55077

AGENDA

NOTICE TO RESIDENTS: Individuals may submit written public comments in advance of the meeting by emailing comments to Rebecca Kiernan (rkiernan@ighmn.gov). Comments received prior to **12:00 p.m.** on Tuesday, May 27, 2025, will be provided to the Council at or before the May 27, 2025 meeting. To watch remotely, individuals may go to www.townsquare.tv/webstreaming or watch from Cable TV Live on the Second and Fourth Mondays of the month at 6 p.m. on Channel 14/799 HD.

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Presentations**
5. **Consent Agenda**

All items on the consent agenda are considered routine and have been made available to the City Council at least two days prior to the meeting; the items 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 this agenda and considered in normal sequence.

- A. Approval of Minutes of the March 3, 2025, City Council Work Session
- B. Approval of Minutes of the March 10, 2025, City Council Meeting
- C. Approval of Minutes of the March 24, 2025, City Council Meeting
- D. Approval of Disbursements
- E. Personnel Actions
- F. Approval of Contract and Acceptance of Archery Grant from the Minnesota Department of Natural Resources
- G. Authorization to Enter into Contracts for City Hall East Elevator Improvements
- H. Charitable Gambling Permit for U of M Ducks Unlimited Bingo & Raffle
- I. Resolution Amending the Final PUD Development Plan for Peltier Reserve
- J. Ordinance Amending the Bishop Heights PUD to Allow an Outdoor ATM
- K. Preliminary and Final Plat for Peltier Reserve 3rd Addition, Amendment to the Final PUD Development Plan, Vacation of an Existing Drainage and Utility Easement, and Rezoning of a Portion of the Plat

6. **Public Hearing**
7. **Regular Business**

- A.** Preliminary and Final Plat of Inver Wood Golf Course Addition and Reguiding and Rezoning of Outlot A
 - B.** 3rd & Final Reading of Ordinance Amending City Code Related to Temporary Expansion of Premise for On-Sale Liquor License Holders
 - C.** Ordinance Amending City Code Regarding Massage Therapist Qualifications
 - D.** Babcock Trail Development Sketch Plan
 - E.** Appointment of Planning Commissioner
- 8. Public Comment**
Public comment provides an opportunity for the public to address the Council on items that are not on the agenda. Comments will be limited to three (3) minutes per person.
- 9. Mayor and Council Comments**
- 10. Adjourn**

This document is available upon a three (3) business day request in alternate formats such as braille, large print, audio recording, etc. Please contact Rebecca Kiernan, City Clerk, at 651.450.2513 or rkiernan@ighmn.gov.

INVER GROVE HEIGHTS CITY COUNCIL WORK SESSION
MONDAY, March 3, 2024 - 6:00 P.M. - 8150 Barbara Ave

1. CALL TO ORDER:

The City Council of Inver Grove Heights met in regular session on Monday, March 3, 2025. Mayor Dietrich called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL:

Present In-Person: Council Members: Acting Mayor Murphy, Gliva, and Scales; City Clerk Rebecca Kiernan, City Attorney Nason, Community Development Director Jason Ziemer, Fire Chief Judy Thill, Fire Marshall Scott Oswald, and Planning Consultant Kevin Shay

Absent: Mayor Dietrich

3. APPROVAL OF AGENDA:

Motion to approve the agenda by Scales, second by Gliva.

Ayes: 4

Nays: 0 Motion carried.

4. DISCUSSION ITEMS:

A. Options for a New City Seal

Presented by City Clerk Rebecca Kiernan

History was presented. In 1965, when Inver Grove Heights became a City, an official seal was needed to prove a document was official. The City followed the Great State seal of Minnesota which used to be an image of a farmer, trees, a horse and rider, and a sun with rays along with the French words "L'Etoile Du Nord" (Star of the North)

Minnesota State Seal. On May 11, 2024, the new Great Seal of the State of Minnesota and State Flag approved by the State Emblems Redesign Commission in 2023 became the official state emblems. The Great Seal of the State of Minnesota features a lake, a loon, and the North Star and "Mni Sota Makoce" (Land of the sky tinted water)

A City seal is a symbol that identifies a city and verifies official documents (also known as a corporate seal). When applied to paper documents, the seal is raised, conveying that the document in hand is both official and an original. The Seal is used for authenticating documents: certify official records, such as ordinances, resolutions, and certificates. The seal is also used on City issued licenses and proclamations.

Five new designs for the seal were presented.

Questions for Council:

1. Should the word "Seal" or "Official Seal of " be included?

2. Should the seal include Minnesota, MN or neither?
3. Should the seal include Dakota?
4. Outer or inner borders - is there a preference?

A new seal would align with the Bridge Builder award design and with the change of the State's seal. The Police Department is changing their badge emblem to reflect the Swing Bridge also.

Most councilmembers agreed Minnesota should be on the seal somehow. "Dakota" was agreed on that it did not need to be on there. "Established" could be abbreviated. It was agreed that "Official Seal" should be included. The Communications Department will make the edits and bring back for Council decision.

B. Potential Amendment(s) to Zoning Code Requirements Regarding Hoop Structures

Presented by Community Development Director Jason Ziemer and Planning Consultant Kevin Shay

Background

- Variance request for an existing hoop structure denied (August 2024)
 - Property zoned on I-1
 - Voted to deny variance request
 - Directed staff to research hoop structures & bring back to Council for discussion
- Hoop Structure Conflicts
 - Do not conform to commercial & Industrial exterior building material standards

Current City Code

- Prohibits permanent & temporary hoop structures in R, P, & I zoning districts
- Allowed in A, E-1, & E-2 districts on lots less than 2.5 acres
 - 500 square feet
 - 50-foot setbacks
- Allowed exemption for commercial greenhouses

Building Code

- Temporary Structures
 - Allowed for 180 days or less
 - No structural engineering
- Permanent Hoop Structures
 - Structural engineering required

Staff Evaluation & Comments

- Input from Planning, Building Inspections, Code Enforcement, & Fire
- Residential Districts
 - No changes; keep current prohibition in all R districts

- Keep current permissions & language for A, E-1, & E-2 districts
- Business Districts
 - Typically allowed in association with commercial greenhouses
 - Not expand for other uses in business districts
- Industrial Districts
 - Consider allowing permanent hoop structures
 - Limit based on use of outdoor supplies
- Public District
 - Should include allowance for public works operations

Discussion Points

- Council Question
 - Should permanent hoop structures be allowed in Industrial districts?
 - If yes, under what permissions & standards:
 - Specific/limited uses, size, location & setbacks, etc.
- Positives & Negatives of Changing Code
 - Possible positives if membrane structures
 - Customizable based on need/use
 - Cost-effective for business & quick to build; easier maintenance
 - Possible negatives of membrane structures
 - Greater vulnerability to weather extremes & show age faster; require frequent cover replacement
 - Flexibility of use depending on use or customization of structure
 - Lesser lifespan & lower taxable value to City

Councilmembers agreed that permanent structures should be mandatory for industrial areas. They agreed that hoop structures should be allowed on lots greater than 1.75 acres in the E-1, E-2, and A zoning districts. Temporary structures would be held to the same standards as permanent structures in terms of maintenance and would not be able to be left dilapidated or unmaintained. There will be clarifying language in the code for the requirements of commercial greenhouses. Criteria for accessory units would still need to be met to have multiple hoop structures.

Ryan Stanton, 7280 Dickman Trail commented that there is a lot of good use for the hoop structures on industrial properties. He would like to extend zoning of these hoop structures for the industrial areas as they are used for many different uses and think that there would be more issues in estate districts with maintenance. When used for industrial areas, they are made tougher depending on their use and set back from areas where they could be an eyesore and are often used for coverage and protection of smaller equipment and materials.

C. Potential Amendment(s) to Zoning Code Regarding Above Ground Storage Tanks

Presented by Planning Consultant Kevin Shay

As background, a variance request approved regarding Aboveground Storage Tanks (ASTs) in July 2024. Council directed staff to research AST regulations & consider possible amendments.

City Code sections with standards related to ASTs are the Fire Prevention Code & Zoning Code.

- Fire Prevention code standards:
 - I-2 allowed with no limitations
 - A,B,P, & I-1 districts have limits to 500-gallon tank or 1,000-gallon dual tank
 - Sand & gravel overlay allows as a CUP when associated with asphalt plant
- Zoning Code
 - Fuel storage & dispensing: Permitted principal uses in B-1, I-1 & I-2
 - Fuel storage for crude oil, gas, natural gas & propane: CUP in I-2

Staff Evaluation & Comments

- Input from Planning, Building Inspections, Code Enforcement & Fire
- Move from Fire Prevention Code to Zoning Code allows for alignment of districts
 - Allowed zoning districts after move from fire prevention code is A, B, P, I-1 & I-2
- Change from Permitted or Conditional Principal Use to Permitted Accessory Use
 - Principal Use means use can exist on the property by itself & no other uses
 - Accessory Use means can exist but only when secondary to primary use of the property
- Require a fire permit from the Fire Marshal prior to use; site plan required with permit

Should the City simply defer to Fire Code or keep size restrictions? State Fire Code regulates the size based on use & liquid being stored. Current City Code (500 or 1,000 gallons) is far more restrictive than fire code.

Should I-1 & I-2 continue to allow ASTs as a principal use vs accessory uses? Define under what circumstances an AST would be a sole, principal use.

Ryan Stanton, 7280 Dickman Trail commented that 500-gallon tanks are too small for many commercial and industrial uses. Typically, suppliers provide the tanks and service them.

Fire code covers a lot more factors of safety than what the zoning code covers. Tanks are relatively safe and not only the tank itself has safety precautions and requirements depend on the category of the contents inside. The tanks at the Wescott Plant are considered essential services and would not be impacted by this specific code.

Council members agree to go forward with the code amendment of making ASTs accessory use and matching the State Fire Code for flammable and combustible liquids in above-ground storage tanks.

ADJOURN:

Motion to Adjourn at 6:51 p.m. by Scales, second by Gliva.

Ayes: 4

Nays: 0 Motion carried.

**INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, MARCH 10, 2025 - 6:00 P.M. - 8150 BARBARA AVENUE**

1. CALL TO ORDER:

The City Council of Inver Grove Heights met in regular session on Monday, March 10, 2025, in person. Council Member Murphy called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL:

Present In-Person: Council Members: Murphy, Gliva, T’Kach, Scales. Mayor Dietrich joined remotely. Administrator Wilson, Finance Director Hove, Public Works Director Connolly, Community Development Director Ziemer, Commander Otis, Parks and Recreation Superintendent Dorshak, City Engineer Merchlewicz, Deput Clerk Malott

3. APPROVAL OF AGENDA:

Motion to approve by Gliva, second by Scales.

Ayes: 5

Nays: 0 Motion carried.

4. PRESENTATIONS:

5. CONSENT AGENDA:

Mayor Dietrich removed Item 5E from the Consent Agenda for separate discussion.

- A.** Approval of Disbursements
- B.** Personnel Actions
- C.** Authorization to Enter into 2025-26 Labor Agreement with AFSCME, Local No. 1065
- D.** Approval of Funding for Yield Restriction Liability Payment Due to the IRS on 2020A Bonds
- E.** Resolution Approving 2024 Year-End Community Center Operating Transfer **Resolution 2025-047**
- F.** Resolution Approving 2024 Water, Sewer & Stormwater Cash Reserve Transfers **Resolution 2025-048**
- G.** Resolution Approving Minimum Cash Reserve Policy for the Golf Course Operating Fund and Transferring Excess Balances into a new Golf Course Capital Fund **Resolution 2025-049**
- H.** Resolution Authorizing an Amendment to the 2025 Budget of the Inver Wood Golf Course **Resolution 2025-050**
- I.** Resolution to Amend Final Project Budget for City Park Project No. 2212 - Overlook Ridge Park **Resolution 2025-051**
- J.** Resolution Approving Final Plans & Specifications and Authorizing Advertisement for Bids for City Project No. 2023-08 - Babcock Trail Multi-Use Trail **Resolution 2025-052**
- K.** Approve Joint Powers Agreement with Dakota County for Unity Trail Elements along the

- Mississippi Greenway
- L.** Resolution Approving an Extension to the Final Plat Submittal Deadline for the Property Located at 1845 77th Street **Resolution 2025-053**

Motion to approve Consent Agenda Items A - D and F-L, by Scales, second by T'Kach.

Ayes: 5

T

Nays: 0

Motion carried.

Mayor Dietrich expressed strong support for 5E the Resolution Approving the 2024 Year-End Community Center Operating Transfer. She congratulated Director Lares and his team, noting that the transfer amount of \$348,115 from the host community fund is the lowest she has seen during her tenure, highlighting past transfers exceeding \$1 million. She emphasized that this achievement is a significant accomplishment and worthy of celebration.

Interim Mayor Murphy also offered his congratulations.

Motion to approve Item 5E by Dietrich, second by T'Kach.

Ayes: 5

Nays: 0

Motion carried.

6. PUBLIC HEARINGS:

- A.** Therapeutic Massage Business License Violations - Healing Arts Massage

Motion to Accept the Email Sent by Massage Business Attorney into Record by Scales, second by Gliva.

Ayes: 5

Nays: 0

Motion carried.

Commander Otis reported that under City Code Title 4, Chapter 8, the Police Department is authorized to conduct compliance inspections for massage therapy businesses. On July 10, 2024, a compliance inspection was conducted at Healing Arts Massage, where four code violations were identified. A follow-up inspection on July 25, 2024, confirmed that all four violations had been corrected. A review of the violations included the failure to post the therapist license and photo in a visible location, the presence of a mattress on the floor, evidence of habitation in the kitchen, and non-compliant window coverings.

In July 2024, the City became aware of potentially illegal and erotic conduct occurring at Healing Arts Massage. As a result, a concurrent investigation was launched and remains ongoing. During the course of the investigation, evidence was found suggesting after-hours habitation at the business, including photos showing a female in nightclothes and slippers. In both images, the open/close sign was flipped to indicate that the business was closed. The investigation also revealed that Ms. Moo is operating under Pine Enterprises LLC and doing business as two separate massage establishments,

one in Bloomington and the other in Inver Grove Heights. The Bloomington license was issued in August 2023 and ran through August 2024. The Inver Grove Heights license for Healing Arts Massage was issued in September 2023 and expired in April 2024. Ms. Moo submitted a renewal application for the Inver Grove Heights license, where she acknowledged prior ownership of a therapeutic massage business, listing only Healing Arts Massage in Inver Grove Heights and omitting the Bloomington location.

The investigation also revealed that an employee of Healing Arts Massage in Bloomington, Yanping Lu, listed the business address at 5836 Blaine Avenue in Inver Grove Heights as her home address. This is the same address as the Healing Arts Massage location in Inver Grove Heights. Her resume further confirms this, indicating that she has been living at that address from July 2024 to the present. This supports the conclusion that habitation is occurring within the business.

The investigation found evidence of unlicensed massages taking place in November 2024. In response, a compliance check was conducted on July 21, 2025, during which an officer received an unlicensed massage from an employee, Fengxia Liu. This violation was presented to the City Council on February 24, 2025, resulting in a hearing adopting a Resolution revoking the Massage Therapist License for Fengxia Liu for violating City Code requirements related to massage licenses and the provision of massage services.

Commander Otis summarized the violations, which included findings from a compliance check conducted in July 2024, suspected habitation within the business premises, and concerns regarding the conduct of Healing Arts Massage and its owner, Ms. Moo. According to City ordinance, no license may be suspended or revoked until after a hearing is granted to the licensee. Staff recommended that the Council proceed with two separate hearings. The first hearing would consider revoking the Therapeutic Massage Business License for Pine Enterprises LLC, doing business as Healing Arts Massage for violating various provisions of Inver Grove Heights Licensing Procedures, City Code Title 3, Chapter 2 and Massage Therapy, City Code Title 4, Chapter 8; the second hearing would be Revoking the Massage Therapist license for Ms. Moo for violating various provisions of Inver Grove Heights Licensing Procedures, City Code Title 3, Chapter 2 and Massage Therapy, City Code Title 4, Chapter 8.

Mayor Dietrich expressed gratitude to Commander Otis and his team for their efforts and dedication to the work they have completed.

Interim Mayor Murphy opened the public hearing.

There was no public comment.

Motion to Close Public Hearing by Dietrich, second by Scales

Ayes: 5

Nays: 0

Motion carried.

Motion to Accept All Supporting Documents into Record (emails, document from Healing Arts Attorney, presentation, and documents in packet for items 6a and b) by Scales, second by T’Kach.

Ayes: 5

Nays: 0 Motion carried.

Motion to Approve Resolution 2025-056 Revoking a Therapeutic Massage Business license issued to Pine enterprises LLC dba Healing Arts Massage with All of the Findings of Fact Included by Murphy, second by Scales.

Ayes: 5

Nays: 0 Motion carried.

B. Massage Therapist License Violations – Jangyeong Moo

Interim Mayor Murphy opened the public hearing.

There was no public comment.

Motion to Close Public Hearing by Gliva, second by Scales.

Ayes: 5

Nays: 0 Motion carried.

Motion to Approve Resolution 2025-057 Revoking a Massage Therapist License issued to Jangyeong Moo with All of the Findings of Fact by Scales, second by T’Kach.

Ayes: 5

Nays: 0 Motion carried.

7. REGULAR BUSINESS:

A. Rental Housing Licenses

Director Ziemer presented 17 rental housing licenses that have been reviewed by Staff and found to be eligible for licenses. Staff recommends approval.

Director T’Kach asked whether the City is moving closer or planning this year to begin inspecting rental units as part of the licensing process, in addition to the current background checks for owners and managers.

Director Ziemer responded that, as discussed at the Council retreat, the initial focus is on reviewing the rental licensing component. He noted that broader conversations about the future of the program, including potential inspections, will follow, with ongoing dialogue expected as the process evolves.

Motion to Approve 17 Rental Licenses Listed in Item 7A by Dietrich, second by Gliva.**Ayes: 5****Nays: 0 Motion carried.****8. PUBLIC COMMENT:**

Ms. Sandy Horner Brink, a resident of 2318 75th Street East in Inver Grove Heights, returned to follow up on her previous remarks. She referenced President Trump's comments at the Governors' meeting, where he advocated for election security measures such as watermarked paper ballots, hand-counted votes, single-day voting, voter ID with proof of citizenship, and the elimination of mail-in ballots. She noted the plan would cost only 8% of the current election machine expenses for cities and counties.

Ms. Brink stated that she previously spoke at the February 24 Council meeting and followed up by contacting City Clerk Kiernan, who referred her to Director Blue. Director Blue then advised her to contact Representative Clardy, Senator Klein, and Congresswoman Craig. Ms. Brink noted that she sent letters to each but has not received any responses.

She mentioned being informed that the City Council had been notified about a new election system and that the Council has some role in decision-making. She asked whether Inver Grove Heights is considering President Trump's plan and if Dakota County is aware of it to avoid overlapping efforts.

Ms. Brink expressed a desire to meet with Council members to further discuss the proposal and asked to be contacted by email with possible meeting dates. She stressed the importance of acting promptly, especially with the upcoming 2026 auto-renewal of poll pads, and encouraged a coordinated, citywide approach.

9. MAYOR AND COUNCIL COMMENTS

Mayor Dietrich expressed her appreciation to Council Member Murphy for leading the meeting.

Interim Mayor Murphy shared that the Parks and Recreation Department is looking to hire lifeguards and encouraged anyone interested or who knows someone who might be, to contact the Parks and Recreation Department.

10. ADJOURN:**Motion to Adjourn at 6:24 p.m. by Scales, second by Gliva.****Ayes: 5****Nays: 0 Motion carried.**

Minutes prepared by Recording Secretary Tammy Greenlee

**INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, MARCH 24, 2025 - 6:00 P.M. - 8150 BARBARA AVENUE**

1. CALL TO ORDER:

The City Council of Inver Grove Heights met in regular session on Monday, March 24, 2025, in person. Mayor Dietrich called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL:

Present In-Person: Council Members: Murphy, T’Kach, Scales and Gliva. Mayor Dietrich joined remotely. City Administrator Wilson, City Clerk Kiernan, Interim City Attorney Cruz-Jennings, Community Development Director Ziemer, Planning Manager Shay, Public Works Director Connolly, City Engineer Merchlewicz, and Parks and Recreation Director Lares.

3. APPROVAL OF AGENDA:

Motion to move Item 7E Legislative Update to be moved prior to 7A, move Public Comment and Mayor/Council comments up before the closed session and accept Agenda by Dietrich, second by Scales.

Ayes: 5

Nays: 0 Motion carried.

4. PRESENTATIONS:

5. CONSENT AGENDA:

- A.** Approval of Disbursements **Resolution 2025-058**
- B.** Personnel Actions
- C.** Resolutions Approving Construction Phase Joint Powers Agreement, Contract
- D.** Award, and Budget for City Project No. 2023-09E - Argenta Trail Reconstruction **Resolution 2025-059, 2025-060 & 2025-061**
Authorization for Technology Division to Purchase a Replacement Storage Area Network (SAN)
- E.** Resolution Adopting a Project Budget for Groveland Park Ballfield Improvements **Resolution 2025-062**
- F.** Resolution Accepting Donations to the Fire Department and Amending 2025 Budget **Resolution 2025-063**
- G.** Approval of Final Plans & Specifications and Authorization to Seek Bids for City Project No. 2210 - Heritage Village Park Phase 5
- H.** Approval of Assignment and Assumption of Development Credits
- I.** Resolution Approving Amendment to FY 2024 DEED Host Community Economic Development Grant Application **Resolution 2025-064 & 2025-065**
- J.** Resolution Approving Major Site Plan for Parking Lot Improvements at Pine Bend Elementary **Resolution 2025-066**
- K.** Resolution Amending Position Classification Plan **Resolution 2025-067**

Motion to approve Item A - K by Gliva, second by T’Kach.

Ayes: 5

Nays: 0 Motion carried.

6. PUBLIC HEARINGS:

7. REGULAR BUSINESS:

E. Legislative Update - Preemption of Local Zoning Authority.

City Administrator Wilson provided a detailed overview of three key housing-related bills being considered by the Minnesota Legislature. The first set of proposed legislation, House File 1987 and Senate File 2229, referred to as the "Minnesota Starter Home Act," would significantly limit municipal zoning authority over residential development. This bill would require cities to permit the construction of single-family homes, duplexes, or accessory dwelling units (ADUs) in any zoning district that permits residential use. Additionally, townhomes would be allowed on any newly platted or vacant lots in any zoning district that permits residential use. The bill also mandates that cities allow minimum lot sizes of one-eighth of an acre for single-family and duplex developments and three-tenths of an acre for townhomes.

Further stipulations would restrict the side, front, and rear setback requirements that cities may impose and require cities to allow at least 80 percent lot coverage for townhomes. Additionally, cities would be prohibited from enforcing building regulations concerning construction materials or methods. This includes standards related to architectural elements, egress, durability, energy efficiency, and natural light access.

House File 1987 and Senate File 2229 impose several new restrictions on cities. These include a ban on requiring a minimum number of parking spaces for any residential developments, whether on street or off street. The legislation also prohibits municipalities from establishing or promoting homeowner's associations or setting their terms. Additionally, cities must adopt an administrative approval process for residential lot splits and subdivisions.

House File 2140 and Senate File 2231, titled the More Homes Right Places Act would require suburban cities, including Inver Grove Heights, to designate at least 50 percent of their residentially zoned land as mixed housing districts. These districts would be required to allow a broad range of housing types, including single-family dwellings, duplexes, triplexes, townhomes, and ADUs. In addition, cities would need to establish commercial corridor districts that encompass every parcel fronting a municipal state-aid street. The legislation leaves it to the State of Minnesota to define the required residential density within these corridor districts.

Additionally, the More Homes in the Right Places Act would prohibit requiring construction materials or methods, including architectural elements, building egress, durability, energy efficiency, and light access. It would also prohibit cities from requiring any minimum number of parking spaces, including on-street or off-street. Furthermore, cities would be prohibited from requiring conditional use permits or planned unit developments for residential developments in a mixed housing or commercial corridor district. The bill also includes a ban on municipal actions that either require or incentivize homeowners' associations or specific association terms. As with the other proposed laws, it would require administrative approval processes for residential lot splits and subdivisions.

Administrator Wilson reviewed House File 2018 and Senate File 2286, referred to as the Transforming Main Street Act. Under this proposal, cities would be required to permit multifamily residential development in any zoning district that authorizes commercial use, except in areas zoned for heavy industrial use. Cities could require mixed-use in cases where existing commercial or industrial sites are being redeveloped. Proposals for affordable housing would be exempt. While cities may impose conditions to protect public health, safety, and welfare, the bill specifically excludes traffic, noise, or nuisance concerns as valid considerations for developments with fewer than 300 units.

The Transforming Main Street Act would also require cities to grant a density bonus for affordable or workforce housing developments. This could allow for greater building height, increased units per acre, increased lot coverage, or other variances that increase building size by at least 30 percent more than what is allowed for market rate multifamily developments in the jurisdiction. The legislation would prohibit municipalities from imposing height limits of less than 75 feet for multifamily housing and would ban any requirement for a minimum number of parking spaces. Like the other two legislative proposals, this act would require an administrative approval process.

These bills have passed their first committee hearings in the House of Representatives and are awaiting a second committee review. In the Senate, the bills are scheduled for their initial committee hearings tomorrow.

As the city did in response to similar legislation last year, it has been proposed that a letter be sent to the city's legislative delegation to express concerns. Additionally, the city's lobbyist is working to arrange in-person meetings with legislators during the legislative break in mid-April. Although none of the city's legislators serve on the committees reviewing these bills, it is still considered important to communicate the city's views in the hope that their representatives will raise questions or advocate on the city's behalf when the bills are discussed in caucuses or on the floor.

Mayor Dietrich expressed support for sending a letter to the legislative delegation, as was done last year, emphasizing that it is important to advocate on behalf of Inver Grove Heights residents.

Councilor Scales asked whether there is any indication that a distinction is being made this time between lots served by city services and those that are not, such as properties with wells and septic systems.

Administrator Wilson confirmed that the legislation has changed from last year. Unlike the previous version, which applied regardless of access to city services, the current bills allow cities to conditionally approval on the availability of municipal water and sewer. As a result, the proposed legislation would primarily affect areas of Inver Grove Heights served by city utilities, with less impact on rural residential areas. Additionally, the bills now clarify that cities may enforce Shoreland Overlay Districts and environmental setbacks required by the DNR, addressing a previous conflict between state legislation and environmental regulations.

Councilor T'Kach asked for clarification regarding parking provisions in the proposed legislation.

Administrator Wilson clarified that the legislation does not differentiate between covered and uncovered parking. She interprets it to mean that a driveway qualifies as a parking space, and therefore, cities are generally prohibited from regulating parking in any form under the current language of the bill.

Councilor T'Kach asked for clarification on the 80 percent lot coverage requirement for townhomes or multifamily housing. She inquired about its implications, particularly regarding stormwater management and related environmental impacts.

Administrator Wilson explained that while some of the proposed bills include exemptions that allow for exceptions related to stormwater management, the general provision states that cities cannot set a maximum lot coverage requirement below 80 percent. This effectively reduces setback requirements, allowing buildings to occupy a significantly larger portion of a lot's total area.

Councilor T'Kach asked whether the impact of traffic pollution, such as idling diesel vehicles, is considered in the proposed legislation, beyond just the volume of traffic.

Administrator Wilson explained that one of the bills clearly says traffic cannot be considered when evaluating public health, welfare, and safety, but it does not provide any detail. She expressed concern that the bill language is vague and seems to be written by people at the state level who may not fully understand land use planning. She also pointed out that terms like community meeting are not clearly defined and do not match up with current laws or city procedures, which makes it unclear how cities are supposed to apply the new rules.

Interim Mayor Murphy expressed concern about the lack of resident input in past situations and asked whether, under the proposed Transforming Main Street Act, administrative review for a commercially zoned plot would occur solely at the staff level, without any involvement or input from the City Council or the public.

Administrator Wilson confirmed that this understanding is correct.

Interim Mayor Murphy asked whether the same administrative approval process would apply under the other two bills.

Administrator Wilson confirmed that all three bills require administrative approval.

Interim Mayor Murphy asked whether the minimum building height is 75 feet.

Administrator Wilson clarified that cities cannot impose a height limit below 75 feet, but a developer could choose to propose a shorter building, such as 60 feet. While that could be considered during the administrative review process, the city cannot enforce a standard that is anything less than 75 feet.

Interim Mayor Murphy asked if, under the proposed law, any type of development would be permitted on a lot that was zoned commercial in the 1980 comp plan but has since been reclassified as public and institutional.

Administrator Wilson said that the proposed law would not necessarily apply because it refers to land zoned for residential use, and public and institutional land in the city typically does not allow residential use. However, if the land were still zoned commercial, a developer could build apartments on all of it, and the city would have no authority to prevent that in order to preserve it for commercial purposes. If the developer instead proposed a commercial use, that would still be allowed.

Mayor Dietrich expressed her desire to proactively address the issue, emphasizing the importance of advocating on behalf of the city's residents.

Councilor Scales clarified that the lot being discussed was zoned high-density residential in the 1980s, not commercial.

Councilor Gliva encouraged residents who support local control and want to ensure citizen involvement in the process to contact their local legislators; Senator Klein and Representatives Mary Clardy and Hansen. She emphasized that the most important step the community can take right now is to be proactive and ensure their voices are heard.

Councilor T'Kach referenced a section of the draft legislation stating that cities cannot impose minimum parking requirements, including garages, but suggested it still allows for driveways. She emphasized the importance of ensuring residents understand that driveways would not be eliminated. She acknowledged the complexity of addressing housing shortages and supported legislative efforts but stressed that a one-size-fits-all approach is not effective. She preferred a revised letter that includes specific examples of what Inver Grove Heights has done, such as the ADU ordinance and past approvals for affordable housing, even if projects did not proceed. She urged staff and council members to meet with legislators and highlighted the need for more efforts to support first-time homebuyers, empty nesters, and address growing homelessness in the area.

Interim Mayor Murphy asked Council members for their thoughts on the draft letter.

Councilor Scales responded that he liked the letter and thought it was well written. He emphasized that state officials cannot know what is best for every city, and he trusts residents to make the right decisions for their own community.

Councilor Gliva expressed support for sending the letter.

Mayor Dietrich asked for the source of the data referenced by Councilor T'Kach regarding the growing homeless population in Inver Grove Heights.

Councilor T'Kach explained that a national nonprofit conducts an annual nationwide count of homeless individuals, with help from local outreach workers, and that this data has been tracked over several years.

Interim Mayor Murphy expressed support for the letter, emphasizing that local control is essential because residents know their community best. He added that his past efforts to discuss the issue with legislators were not successful.

Councilor T'Kach affirmed her support for local control, emphasizing its importance and clarifying that her remarks should not be misinterpreted to suggest otherwise.

Motion to have City Administrator draft a letter to the Legislature stating our objections to the bills being brought forward by Gliva, second by Scales.

Ayes: 5

Nays: 0 Motion carried.

A. Rental Housing Licenses

Director Ziemer presented 14 rental housing licenses, five new and nine renewal applications that have been reviewed by Staff and found to be eligible for licenses. Staff recommends approval.

Motion to approve 14 rental licenses by Gliva, second by Scales.

Ayes: 5

Nays: 0

Motion carried.

B. Comprehensive Plan Amendment & Rezoning of Property Located in the Southwest Quadrant of the Intersection of 65th Street and Argenta Boulevard.

Planning Manager Shay stated that there were two requests presented for consideration: the first was a comprehensive plan amendment, and the second was a rezoning request for the proposed development located at the intersection of 65th Street and Argenta Boulevard.

He explained that the site is situated at the southwest corner of that intersection and currently consists of two properties totaling approximately 23.9 acres, a 2.5-acre parcel and a 21.4-acre parcel. The comprehensive plan amendment request proposes a change to the existing mix of land uses, which currently includes office, medium-density residential, and low-medium density residential. The proposal seeks to re-designate the entire site to low-medium density residential, thereby eliminating the office and medium-density residential classifications from the plan for this location.

Tied to the comprehensive plan amendment is a rezoning request. The proposed rezoning would change the site's designation to R-3A multifamily residential.

A concept plan is required and has been submitted as part of the application. The site falls within the northwest area overlay district and is also subject to the Shoreland Management Overlay. The proposed concept includes 119 rowhome/townhome units, with an estimated density of approximately 5.8 units per acre, which is within the 4 to 8 units per acre range permitted under the requested low-medium density residential designation.

Land use and zoning policies in future development areas emphasize the importance of encouraging diverse housing styles that align with the site's natural characteristics. A key priority is establishing a local street system that discourages the use of collector and arterial roads for local traffic. It is also essential to maintain a balanced housing supply that accommodates residents of all income levels and life stages. Additionally, promoting housing patterns that respect the natural environment, such as cluster development, helps support environmental preservation while addressing the community's evolving housing needs.

The surrounding parcels are developed with low-density housing to the south and east, making the proposed transition from medium to low-medium density residential a compatible land use change. Due to recent road extensions and realignments, the office-designated parcel has become disconnected from the larger office areas. As a result, aligning the land use of this parcel with the residential uses south of 65th Street is a reasonable approach.

Future steps for the project include applications for a preliminary plat and planned unit development, both of which will require public hearings, followed by a final plat and development agreement. The Planning Commission held a public hearing on March 4, 2025. No public comments were received, and the only individual who spoke was the applicant. The Planning Commission discussed the proposal and unanimously recommended approval by a vote of 7-0.

The recommended action is to approve the Comprehensive Plan Amendment changing the land use designation from O, office and medium-density residential to LMDR, low-medium density

residential, and to approve the rezoning from A, agricultural to R-3A, multifamily residential subject to the conditions.

Councilor T'Kach asked whether the proposed zoning change results in a net loss of housing density compared to the current zoning on the map, and if so, what the magnitude of that loss would be and how it might be offset elsewhere in the city.

Manager Shay explained that an evaluation was not conducted at this stage because the proposed density is still only an estimate and could fall within a range. The current land uses, which include medium density residential and office, represent one category with higher residential density and one with no residential density. These uses tend to average out when considering their respective density ranges. Although the exact number of units may vary, the proposal remains consistent with the overall density capacity of the area. Additionally, the site is significantly impacted by the Shoreland Management Overlay, which covers approximately 85 to 90 percent of the property and imposes a stricter limit on the total number of allowable units.

Dave Stoffer, the applicant representing Ace Land Holdings, 2685 Vikings Circle, Eagan, stated that they are requesting both a Comprehensive Plan Amendment and zoning changes. He explained that the two-acre office-designated portion was severed during Dakota County's road realignment and is no longer suitable for office use due to limited access, lack of visibility, and the existing curb cut being located on an adjacent parcel.

For the larger parcel, he noted that re-guiding it to low-medium density residential is consistent with nearby residential developments to the south and southeast. The goal is to create a cohesive residential community with a practical road network. He added that higher density was not appropriate given the site's access constraints and that the Shoreland Overlay District requires on-site stormwater management, which further limits the developable area.

Councilor T'Kach asked whether a decision had been made regarding whether the proposed units would be rental or owner-occupied.

Mr. Stoffer stated that no final decision has been made. Due to high home prices and interest rates, the current concept leans toward rental to ease the burden of a down payment. However, since the project is still in the design and concept phase, they will continue evaluating options before making a final determination.

Councilor T'Kach encouraged the development to be owner-occupied, emphasizing the need for additional entry-level housing in the community. She noted that even if the units were market rate, they would still provide an opportunity for young families, seniors, and others to enter the housing market. She added that this could help residents establish roots in Inver Grove Heights and remain in the city as their housing needs evolve over time.

Brooke Williams, a resident of 3515 78th Street East, voiced strong support for incorporating ownership opportunities within the proposed development. She urged the developer to offer the units for purchase rather than rental. While she acknowledged that this approach might not align with typical corporate models, she emphasized that homeownership provides significant benefits and lasting value to the community.

Alex Bruns, a resident at 2406 Blueberry Street, questioned why rental versus ownership is repeatedly discussed during rezoning and comprehensive plan conversations. He emphasized that

the focus should be on providing housing in general, not on ownership type, and noted this ongoing debate may be contributing to state-level pushback on local zoning decisions.

Motion to approve Resolution 2025-068 amending the 2040 IGH Comprehensive Plan and Maps for Guiding the Overall Development and Redevelopment of the City of Inver Grove Heights by Dietrich, second by T’Kach.

Ayes: 5

Nays: 0 Motion carried.

Motion to approve Ordinance 1494 Amending Title 10, Chapter 4 (Zoning Map) of the IGH City Code from A, Agriculture to R-3A, Multiple-Family Residential District by Scales, second by Gliva.

Ayes: 5

Nays: 0 Motion carried.

C. Comprehensive Plan Amendment and Rezoning of the Southern Portion of 7950 Blaine Avenue.

Manager Shay presented a request for a Comprehensive Plan Amendment and Rezoning for the Grace Nazarene Church property, located at 7950 Blaine Avenue, Inver Grove Heights.

The subject property consists of one parcel totaling 7 acres, located off Blaine Avenue and 80th Street East. The northern half of the property is developed with an existing church; the south half is undeveloped.

The application seeks to amend the Comprehensive Plan designation from P, Public/Institutional to CC, Community Commercial and to rezone the property from P, Public/Institutional to B-3, General Business. The proposed changes apply to 4 acres of the southern portion of the site, with the remaining 3 acres, including the church, to retain the current designation. The request does not include approval of any specific development concept or site plan at this stage.

The conceptual development proposes three commercial users: a gas station and two retail stores with drive-through facilities. The plan includes associated parking, landscaping, and access points onto Blaine Avenue.

The policies emphasize the importance of locating development within established areas and providing commercial services that are easily accessible to nearby neighborhoods. Development should include appropriate buffers to support smooth transitions in housing density and accommodate diverse housing types. Infill development is encouraged but must preserve the character of existing residential areas. Additionally, new developments should be compatible in size and scale with surrounding neighborhoods. The community commercial goals focus on offering essential goods and services to residents within recognizable shopping areas, while also promoting private redevelopment and the rehabilitation of existing structures.

The City Council has demonstrated its focus on commercial growth by encouraging new development opportunities. A proposed amendment to allow community commercial use on the southern portion of the site would be naturally buffered by the adjacent church. This area is largely vacant and offers the potential for more effective land use. Situated at the intersection of two high-volume roads, the site is considered a typical and strategic location for commercial development.

The proposed commercial area would also sit at a lower elevation than the surrounding homes to the east and the church.

Future applications would include a preliminary plat and conditional use permit (both requiring public hearings), as well as a final plat and a development/site improvement agreement.

A public hearing was held on March 4, 2025. Several residents expressed concerns about the impact of commercial development on the neighborhood, including increased traffic, stormwater management, and the need for adequate buffering. While the Planning Commission acknowledged the potential benefits and concerns, it ultimately recommended denial of the request in a 5-2 vote.

Staff recommended approval of the Comprehensive Plan Amendment from Public/Institutional to Community Commercial and rezoning from Public/Institutional to General Business, subject to conditions. Discussion by the Council was invited following the recommendation.

Mayor Dietrich requested a brief synopsis explaining why staff is recommending approval of the proposal.

Manager Shay explained that staff recommends approval based on the site's alignment with comprehensive plan policies. The area is along high-volume roads, near a highway, and adjacent to a signalized intersection, making it suitable for commercial use. While the buffer is limited, the commercial area does not directly border residential homes. Staff also noted that traffic impacts are similar to high-density residential uses previously considered for the site.

Councilor Gliva asked for clarification, confirming whether staff had also recommended approval when the zoning and Comprehensive Plan Amendment for a high-density residential apartment complex were presented in 2023.

Manager Shay confirmed that staff had recommended approval of the high-density residential proposal in 2023, although the application did not proceed.

Councilor Gliva asked to confirm that both the 2023 high-density residential proposal and the current commercial proposal had received staff approval but were denied by the Planning Commission.

Planning Manager Shay confirmed Councilor Gliva's question, stating that both the 2023 high-density residential proposal and the current commercial proposal were recommended for approval by staff but were denied by the Planning Commission.

Councilor Scales expressed concern that there does not appear to be a clear plan for the corner and that it seems staff would recommend approval for any proposal brought forward by the developer.

Administrator Wilson respectfully disagreed, stating that high-density residential and B3 commercial uses are typically located along major roadways to serve as buffers between highways and lower-density residential areas. She noted that if the proposal had been for something like industrial use, staff likely would not have recommended approval. She explained that it is common for high-density residential and B3 uses to be considered appropriate for similar locations within a community.

Interim Mayor Murphy asked for clarification on the differences between B1, B2, and B3 zoning, noting that the staff information did not clearly distinguish between them.

Manager Shay explained that commercial intensity increases from B-1 to B-4. B-1 is the most limited, with smaller-scale uses and reduced setbacks. There is a significant increase in permitted uses from B-1 to B-2, while B-2 and B-3 are similar, though B3 allows more impervious surface and requires greater setbacks near residential areas. B4 is a shopping center district with broader permitted uses. The proposed uses, including gas and drive-through retail, are allowed in all four districts.

Interim Mayor Murphy asked if a gas station would be allowed in a B-1 zoning district.

Manager Shay explained that a gas station is considered a conditional use in all business districts, including B-1, B-2, B-3, and B-4. It is not automatically permitted but must go through the conditional use permit process, which allows the use with conditions.

Interim Mayor Murphy stated that he finds it confusing because he sees a significant difference between a gas station and a donut shop.

Manager Shay explained that conditional uses are permitted uses that require additional review due to their unique characteristics. These uses must meet specific conditions and development standards outlined in the city code to ensure any potential impacts are appropriately addressed.

Interim Mayor Murphy asked why an applicant would request B-3 zoning instead of B-1.

Manager Shay explained that the community commercial land use designation aligns with B-2 or B-3 zoning districts, not B-1. B-1 corresponds to limited or neighborhood business land use. Therefore, to remain consistent with the land use plan, a property designated as community commercial would need to be zoned B-2 or B-3.

John Johansson, the applicant, representing SMNPT 1, LLC, 7601 France Avenue South, Edina, acknowledged that community guiding documents often contain conflicting goals, such as protecting residential areas while also encouraging commercial development along major roadways. He noted that the site is located at a busy intersection near Highway 52 and 80th Street, which is attractive to commercial users and aligns with the city's stated goals. The site has natural buffers, including its elevation relative to the church and surrounding roadways. Unlike many commercial projects, this proposal does not share property lines with residential lots. The church, which owns the property, intends to modernize its facilities and will benefit from the development through the construction of a new parking lot with modern stormwater management. Although detailed site planning is not the primary focus of the current request, all stormwater runoffs will be directed to a basin designed to meet watershed district standards. Proceeds from the property sale will also support the church's efforts to expand its daycare offerings for the community.

Interim Mayor Murphy stated that several emails were received regarding the matter, raising concerns about the use of the comprehensive plan as a guiding document, potential traffic impacts, the adequacy of transitions or buffers, effects on home values, lighting issues, and the justification for the B3 zoning request.

Motion to receive public comments into record by Gliva, second by Scales.

Ayes: 5

Nays: 0 Motion carried.

Mike Newbauer, a resident at 7935 Blanchard Way, stated that he would vote no on the proposal, citing the site's incompatibility with the surrounding established residential neighborhood. He raised concerns about traffic, lighting, and the overall impact on nearby homes. The area was not intended for commercial use, and he believes the property should remain zoned for church use or be developed in a way that aligns with the character of the neighborhood.

Amanda Stambaugh, a resident at 7680 Bowman Court South, urged the City Council to deny the proposed rezoning and Comprehensive Plan Amendment. She argued that the proposal is inconsistent with the current comprehensive plan, which designates the area for public institutional use, and that rezoning it to general business (B3) would constitute improper spot zoning. She expressed concerns about negative impacts on the surrounding low-density residential neighborhood, including increased traffic, noise, and incompatible land use, stating the development does not align with the city's long-term vision or serve the broader public interest.

Kevin Hatfield, a resident at 7907 Blackstone Avenue, opposed the rezoning, citing concerns that a new gas station would disrupt the quiet, established neighborhood and noting a gas station already exists nearby.

Tammy Robertson, a resident at 7921 Blanchard Way, opposed the rezoning, citing concerns about increased traffic and safety, as well as impacts on home values and lighting.

Interim Mayor Murphy stated for the record that the Comprehensive Plan had guided residents in a different direction and raised several concerns, including traffic, transition, home values, lighting, and the overall need for rezoning. He invited anyone wishing to provide new information for the record to come forward.

Matt Taufen, a resident at 7912 Blanchard Way, opposed the rezoning, citing concerns that the proposed development fails to provide adequate buffer zones and would disrupt the character of the surrounding residential neighborhood. He also referenced traffic and safety concerns and urged the Council to consider the Planning Commission's prior 5-2 vote to deny the proposal.

Jerome Jugovich, a resident at 7948 Blanchard Way, opposed the rezoning, expressing concerns about increased traffic and the inappropriateness of a gas station and retail development in the area. He suggested that residential development, such as townhomes, would be a more suitable use of the property.

Councilor Scales asked Mr. Jugovich if he knew what year the church was built.

Mr. Jugovich stated that the church was already present when they moved in back in 1989. He mentioned that he does not recall its approval and noted that a previous proposal was denied by the Planning Commission.

Alex Bruns, a resident of 2406 Blueberry Street, spoke in opposition to the proposed zoning change. He expressed concerns about spot zoning and questioned whether the development reflects the highest and best use of the land. He also raised issues regarding stormwater management being relocated to a separate parcel and the potential legal complications if property ownership were to change. He urged the Council to prioritize long-term land use planning over approving a project that primarily benefits a single property owner.

Dan Dunlevy, a resident at 2726 78th Street East, expressed strong opposition to the proposal, urging the council to deny it.

Joan Wormer, a resident at 7980 Blanchard Avenue, expressed concern about the location of the proposed development and its direct impact on nearby homes. She noted that only a limited number of residents were notified, despite the project affecting approximately 385 houses. She urged the City Council to vote against the proposal until broader representation from the affected area is obtained.

Councilor Gliva requested clarification to confirm that the 350-foot notification requirement had been met in accordance with state statute. She wanted to ensure the city was in full compliance with legal obligations and that there was no intentional omission of residents from the notification process. Planning Manager Shay confirmed this was correct.

Joan Robertson, a resident at 8153 Cleadis Avenue East, expressed concern that the proposed development does not align with the character of the surrounding area and questioned whether there is a true need for additional commercial services at that location. She emphasized the importance of maintaining the existing feel of the neighborhood and suggested that commercial development be focused in areas already designated for such use.

Interim Mayor Murphy acknowledged that the majority of attendees appeared to support one side of the issue and explained that the Council was looking for new information to help advance the discussion. He encouraged individuals with additional or previously unshared input to come forward. He noted that the Council had already heard concerns related to stormwater, neighborhood character, the use of the comprehensive plan, traffic, transitions, home values, lighting, and zoning classification.

Councilor T'Kach asked what types of development might be considered appropriate for the site if the current proposal were not approved.

Susan Young, a resident of 7903 Blackstone Avenue, stated that she would vote to deny the proposal. She cited concerns about increased traffic and the associated safety risks, as well as issues related to stormwater management.

Interim Mayor Murphy asked whether the proposed development would impact the existing stormwater system and if those concerns had been addressed.

Planning Manager Shay explained that spot zoning typically applies in areas without an adopted comprehensive plan. When a comprehensive plan is in place, zoning must align with the guided land use designated in the plan. As long as the proposed zoning is consistent with the underlying land use, spot zoning is not applicable to the rezoning decision.

Interim Mayor Murphy asked for clarification on the process. He emphasized that property owners have the right to sell and develop their land and requested an explanation of the steps and considerations that brought the proposal to this point in the decision-making process.

Manager Shay explained that the development process typically begins when a property owner meets with city staff, usually from the planning and engineering departments, to review applicable codes, policies, timelines, and required applications. If necessary, neighborhood meetings may

follow. The applicant then submits a formal application, which staff reviews for completeness. Additional information may be requested before comments are provided.

If a public hearing is required, a notice is issued per state statute and city code and read into the record at the Planning Commission meeting. In this case, the hearing took place on March 4. The Planning Commission, serving as a recommending body, then forwards its recommendation to the City Council for consideration.

If approved, future steps such as a preliminary plat or planned unit development would restart the same review process, including staff evaluation, completeness checks, public hearings, and further approvals, continuing until all city entitlement requirements are met.

Interim Mayor Murphy asked for clarification on the process, noting that even if someone follows all the rules and receives a staff recommendation, it does not guarantee approval, as the final decision rests with the City Council.

Manager Shay explained that staff evaluates applications based on adopted codes, policies, and the comprehensive plan, and provides that information to the City Council to support its decision-making. He clarified that with comprehensive plan amendments, the decision is entirely at the discretion of the city, which has full authority to approve or deny the application.

Councilor Gliva asked whether any neighborhood meetings were held prior to the start of the formal application process.

Director Ziemer explained that a neighborhood meeting is not required for a comprehensive plan amendment or rezoning application. These meetings are only required when a formal development plan, such as a preliminary plat, is submitted. At that stage, the applicant must host a neighborhood meeting with staff participation. Afterward, if the applicant proceeds, they submit their formal application, triggering the statutory review process.

He clarified that the current application involves a request to re-guide part of the property to a community commercial land use to match B3 zoning, which would allow uses like convenience stores or restaurants. While no neighborhood meeting was held for this phase, the city fulfilled all legal notice requirements, including mailed notices to properties within 350 feet, publication in the newspaper, posting on the city website, and signs placed on the property.

Mayor Dietrich acknowledged that it is common for cities to have commercial or retail uses at major intersections or highway access points, and that it is understandable why such a proposal would be made. She clarified that the church involved is financially sound and that the daycare proposal came from a company seeking to provide a community amenity, emphasizing the importance of representing the situation accurately.

Councilor Scales stated that no decision had been made and emphasized the importance of going through the full process. He explained that the property was originally guided for high density until it was changed to public institutional when the church was built, which is why he does not consider the current proposal spot zoning. He expressed concerns about traffic access and stated that while he believes the property should be developed, he does not see commercial use as the right fit. He added that comprehensive plans change over time and should not be viewed as permanent.

Councilor T’Kach stated she would vote against the proposal, explaining that although the site may seem suited for commercial use from an urban planning perspective, it is not appropriate for this location. She cited concerns about pedestrian safety, and the potential for future 24-hour businesses, which could create issues with noise and lighting. She also noted that while the city followed notice requirements, some signage had blown down, limiting public awareness. She emphasized the need for the community to stay informed and engaged, acknowledged that the comprehensive plan is not permanent, and encouraged consideration of alternative uses such as townhomes or single-family housing.

Interim Mayor Murphy stated he agreed with the comments made by fellow council members and emphasized that while retail development has been a council priority based on resident feedback, it does not mean all proposals should be accepted. He acknowledged the validity of resident concerns in this case and expressed concern about the potential for a 24-hour gas station at the intersection. Although he could envision some form of retail at the site in the future, he indicated he could not support the proposed change as presented.

Mayor Dietrich emphasized that while commercial and retail development is a council priority based on resident feedback over the past decade, it must be pursued thoughtfully. She added that one important consideration not previously discussed is that churches in Minnesota have the legal right to establish a sacred settlement under state law. She reminded the audience that something would eventually be developed on the property and urged them to consider the full range of potential outcomes and unintended consequences.

Councilor Gliva initially supported the proposal, envisioning a small, low-impact business alongside a daycare. However, after reviewing public concerns about lighting and potential 24-hour use, she reconsidered. She noted the site’s access challenges and possible safety issues and stated that while the property has development potential, the current proposal is not the right fit.

Councilor T’Kach emphasized that city staff fulfilled their responsibilities by guiding the developer through the proper legal and procedural steps. She clarified that staff acted professionally based on the application presented. She thanked them for their work.

Administrator Wilson reminded the Council to move the appropriate resolution included in the packet, either approval or denial, as each contains important legal findings. She noted that if the comprehensive plan amendment is denied, the zoning should also be denied, and a vote on both items is still required.

Motion to approve Resolution 2025-069 Denying a Comprehensive Plan Amendment to Change the Land Use Designation of that Portion of Lot 1, Block 1, Grace Nazarene Addition from P, Public/Institutional to CC, Community Commercial by Scales, second by Gliva.

Ayes: 5

Nays: 0 Motion carried.

Motion to approve Resolution 2025-070 Denying a Rezoning of a Portion of Lot 1, Block 1, Grace Nazarene Addition from P, Public/Institutional to B-3, General Business by Gliva, second by Scales.

Ayes: 5

Nays: 0 Motion carried.

D. Ordinance Amending City Code Related to Employee Vacation Leave, Personal Leave and Holidays.

Administrator Wilson introduced a proposed ordinance to amend Inver Grove Heights City Code, specifically Title 1, Chapter 6, Article A, which governs Personnel Policies. The proposed changes address holidays, vacation leave, and personal leave. The stated goal is to ensure that benefits for non-union employees remain equivalent to those negotiated for union employees. Although ordinances generally require three readings before final adoption, the Council is being asked to waive this requirement and approve the ordinance immediately. The urgency is due in part to a proposed holiday change involving Good Friday, which would have already passed if all three readings were required.

The proposed change would merge two existing half-day holidays, Good Friday, and Christmas Eve, into a single full-day holiday on Christmas Eve.

The proposed changes to vacation leave include a more gradual accrual of vacation hours in the early years of service. Currently, employees earn 80 hours annually through their fifth year and then jump to 120 hours starting in their sixth year. Under the new agreement with the unions, employees will see incremental increases in vacation time each year from years two through five, reaching the same 120 hours by year six but with a more even progression.

The proposal changes the maximum vacation accrual from 280 hours for all employees to a tiered system: 280 hours through the ninth year of service, 320 hours from the 10th to 19th year, and 360 hours beginning in the 20th year and beyond.

The proposed changes to personal leave include moving from a four-tier to a three-tier system, which slightly increases leave hours for employees in the early years of service while keeping existing levels unchanged for long-term employees. Additionally, while employees can still carry over up to 480 hours annually, the proposed change increases the annual cash-out limit from 80 to 96 hours. These cashed-out hours can be deposited into a post-employment health care savings plan, a tax-advantaged option to help cover retirement health expenses.

Brooke Williams, a resident of 3515 78th Street East, expressed her support for the proposal, stating that she views it as a positive opportunity for the employees of Inver Grove Heights.

Colleen Strong, a resident of 8835 Aviary Path, inquired whether the financial impact of the proposal on the city had been assessed and what the results of that evaluation were.

Administrator Wilson explained that a specific dollar amount was not calculated for the financial impact of the proposed changes. She noted that while it may allow some employees to accumulate larger vacation balances, which are paid out at departure, the impact is expected to be modest and manageable within current resources. It does not require a budget amendment, and the change does not affect employee groups such as police or fire where absences require costly backfilling.

Interim Mayor Murphy stated that, in his view, the proposal is about retaining good employees, noting that similar measures are being adopted elsewhere.

Motion to waive the three-reading statutory requirements by Scales, second by Murphy.

Ayes: 5

Nays: 0 Motion carried.

Motion to approve Ordinance 1496 Amending IGH City Code Title I, Chapter 6, Article A regarding Vacation Leave, Personal Leave, and Holidays by T’Kach, second by Gliva.

Ayes: 5

Nays: 0 Motion carried.

Motion to approve Resolution 2025-071 Approving the Publication of a Summary of Ordinance 1496, an Ordinance Amending IGH City Code Title 1, Chapter 6, Article I, regarding Vacation Leave, Personal Leave, and Holidays by Gliva, second by Scales.

Ayes: 5

Nays: 0 Motion carried.

8. PUBLIC COMMENT:

Brooke Williams, a resident at 3515 78th Street East, presented an idea about permitting small-scale food operations in residentially zoned areas. She proposed a low-risk concept, such as serving pancakes from her home in a “pancakes in the park” model, which could support her cottage license and offer a unique amenity to the community. She requested that the Council consider discussing this idea further with city staff.

Sandy Honerbrink, a resident of 2318 75th Street East, thanked the Council for their service and encouraged them to remain diligent in evaluating city expenses and development decisions. She voiced concern over increasing property taxes and urged the Council to explore opportunities for cost savings.

She proposed that the city explore the feasibility of implementing a hand-counted ballot election system using citizen election judges, as an alternative to current voting machines. She requested that the City Clerk research and compare the costs of both systems and share the findings with relevant county and state officials.

She also expressed concern about the presence of fluoride in the city’s water supply, citing potential health risks, and requested that the city consider its removal. In addition, she questioned the necessity of building a new police shooting range, suggesting that nearby existing facilities could serve as a more cost-effective alternative. She stressed the importance of fiscal responsibility and urged the city to prioritize efforts that lower expenses and safeguard residents’ financial well-being.

Paul Bute, a resident of 10016 Barnes Trail, emphasized that the whistle-free zone remains an ongoing concern. He noted that train whistles continue to cause disruptions throughout the day and night and urged that the issue not be overlooked.

Interim Mayor Murphy asked if there had been any recent updates on the whistle-free zone.

Administrator Wilson explained that establishing a whistle-free zone involves expensive city-funded upgrades to railroad crossings, beyond simply posting signs or passing an ordinance. The matter was last reviewed four to five years ago, at which time the required improvements were estimated to cost millions of dollars. It is not currently being pursued.

Mr. Bute recalled that when the issue was last reviewed, he was aware of one crossing that did not meet the required standard. At the time, he believed only a single crossing was affected but now understands that multiple crossings must comply in order to establish a whistle-free zone.

9. Mayor and Council comments

Mayor Dietrich reminded everyone that the Inver Glen Library will hold its 25th anniversary celebration on Wednesday, March 26, from 2:00 to 4:00 p.m. The event will feature a brief program and recognition of the partners who made the construction possible. She encouraged all to attend if they are able.

Councilor Scales stated that while disagreements often occur, everyone is ultimately working toward what is best for the city. He emphasized that the city's staff is top-notch and deserves respect for the work they do.

F. Closed Session to Consider Purchase of Real Property.

Motion to move to closed session pursuant to Minnesota Statutes, Section 13D.05, Subdivision 3C-3 to discuss Potential Purchase of Property 20-00800-54-013 & 20-00800-54-014 with an address of 1185 & 1225 80th Street East by Scales, second by Gliva.

Ayes: 5

Nays: 0 Motion carried.

Motion to move into open session by Scales, second by T'Kach.

Ayes: 5

Nays: 0 Motion carried.

9. MAYOR AND COUNCIL COMMENTS

10.ADJOURN:

Motion to Adjourn at 11:15 p.m. by Scales, second by T'Kach.

Ayes: 5

Nays: 0 Motion carried.

Minutes prepared by Recording Secretary Tammy Greenlee



Request for Council Action

SUBJECT: **Approval of Disbursements**

MEETING DATE: May 27, 2025

ITEM TYPE: Consent Agenda

CONTACT: Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, approving disbursements for the period of May 7 – 20, 2025.

BACKGROUND

The following chart represents a summary by fund type of the disbursements processed during the period of May 7 – 20, 2025. Disbursement details are attached to this memo.

Fund Type	Amount
General Fund	\$244,851.40
Special Revenue	52,989.37
Debt Service	-
Capital Projects	293,645.99
Enterprise	1,290,725.76
Internal Service	437,867.15
Escrows	1,630.80
Total - All Funds	2,321,710.47

FISCAL IMPACT

The disbursements are within adopted budgets for the associated funds or have otherwise been approved by the Council.

RECOMMENDATION

Staff recommends approval of the disbursements as presented.

ATTACHMENTS

1. Resolution 05.27.2025
2. Disbursements Listing (5.7.2025 - 5.20.2025)

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. ____

**RESOLUTION APPROVING DISBURSEMENTS FOR THE PERIOD OF MAY 7, 2025 -
MAY 20, 2025.**

WHEREAS, a detailed listing of disbursements for the period of May 7, 2025 - May 20, 2025 was presented to council for approval.

NOW, THEREFORE BE IT RESOLVED, BY THE CITY OF INVER GROVE HEIGHTS:
Payment of the disbursements for the following fund types are approved:

Fund Type	Amount
General Fund	\$244,851.40
Special Revenue	52,989.37
Debt Service	-
Capital Projects	293,645.99
Enterprise	1,290,725.76
Internal Service	437,867.15
Escrows	1,630.80
Total - All Funds	2,321,710.47

Approved by the City of Inver Grove Heights, Minnesota this 27th day of May 2025.

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



Payment Dates 5/7/2025 - 5/20/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 101 - GENERAL FUND					
LELS	INV0216208	05/02/2025	UNION DUES (LELS LIEUTENA...	101.0000.000.2041	292.00
INTERNATIONAL UNION OF O...	INV0216213	05/02/2025	UNION DUES IUOE-49 REGUL...	101.0000.000.2041	245.00
INTERNATIONAL UNION OF O...	INV0216214	05/02/2025	UNION DUES IUOE-49 WORKI...	101.0000.000.2041	121.31
IUOE	INV0216215	05/02/2025	UNION DUES IUOE-70	101.0000.000.2041	1,834.50
LELS LOCAL #84	INV0216216	05/02/2025	UNION DUES (LELS)	101.0000.000.2041	2,555.00
LELS	INV0216229	05/02/2025	UNION DUES (LELS SGT)	101.0000.000.2041	511.00
LELS	INV0216230	05/02/2025	UNION DUES (LELS)	101.0000.000.2041	64.66
EMERGENCY TECHNICAL DEC...	00000411	05/08/2025	fix bunker gear - Anderson	101.2200.000.5310	52.00
ST. PAUL PIONEER PRESS	0425572521	05/08/2025	NoPH: Massage Therapy	101.1140.000.5330	16.50
ST. PAUL PIONEER PRESS	0425572521	05/08/2025	Summary Publication Ord 149...	101.1140.000.5330	34.10
ST. PAUL PIONEER PRESS	0425572521	05/08/2025	NoPH: SA Public Nuisance/Dis...	101.5000.000.5330	41.80
HOLIDAY COMPANIES	080901052500	05/08/2025	Squad car washes 04.2025	101.2000.000.5410	275.00
EXPERT TREE SERVICE AND SC...	12753	05/08/2025	oak wilt tree removal	101.4200.000.5425	650.00
DAKOTA COUNTY TECHNICAL ...	1290188	05/08/2025	Pursuit Training- Bohland & Pr...	101.2000.000.5340	600.00
UNIFIRST CORPORATION	1410140933	05/08/2025	Uniforms Streets	101.3200.000.5175	67.19
UNIFIRST CORPORATION	1410140933	05/08/2025	Uniforms Parks	101.4200.000.5175	35.91
MTI DISTRIBUTING CO	1471281-00	05/08/2025	plumbing parts for shelter rep...	101.4200.000.5400	397.07
VMC, LLC.	1549	05/08/2025	Monopole Study - Invoice #2	101.3100.000.5310	11,425.00
CULLIGAN	157984591006X043025	05/08/2025	bottled water for station 1	101.2200.000.5310	61.83
CULLIGAN	157984591188X043025	05/08/2025	bottled water for Station 3	101.2200.000.5310	102.35
CULLIGAN	157985524824X043025	05/08/2025	filters for RV	101.4200.000.5125	592.00
CULLIGAN	157985524824X043025	05/08/2025	RV bottled water	101.4200.000.5190	13.50
CULLIGAN	157985524824X043025	05/08/2025	RV bottled water equip rental	101.4200.000.5430	11.30
DANNER LANDSCAPING	19787	05/08/2025	boulevard sod repair dirt	101.3200.000.5125	108.00
WAGNER'S SOD CO, INC	2025-1028	05/08/2025	sod & compost	101.4200.000.5190	192.00
THE APPAREL LAB, LLC.	248844	05/08/2025	Jersey's for Citizen's Academy	101.2000.000.5182	416.01
TAHO SPORTSWEAR	25TS01579	05/08/2025	U7 Mite Shirts	101.4300.454.5190	585.40
TAHO SPORTSWEAR	25TS01687	05/08/2025	U5 T-Ball shirts	101.4300.454.5190	482.00
DAKOTA AWARDS & ENGRAV...	27948	05/08/2025	Plaque for PRAC member	101.4200.000.5190	35.75
DAKOTA CTY FINANCIAL SVCS	303011	05/08/2025	2025 CJN Partner Fee	101.2000.000.5310	74,167.10
DAKOTA CTY FINANCIAL SVCS	303011	05/08/2025	2025 ProPhoenix RMS Fee	101.2000.000.5310	51,589.56
SHAKOPEE MDEWAKANTON S...	3092	05/08/2025	natural mulch	101.4200.000.5125	1,000.80
VERIFIED HOLDINGS, LLC	362689	05/08/2025	Body Art Background Screening	101.1140.000.5310	18.50
VERIFIED HOLDINGS, LLC	362698	05/08/2025	Pre-employment background ...	101.1100.000.5310	3,828.00
HANCE UTILITY SERVICES INC	38989	05/08/2025	location svcs at No Valley park	101.4200.000.5310	219.00
PETTY CASH	4/28/2025	05/08/2025	S.Brewer notary registration ...	101.2000.000.5335	20.00
KENISON, TERRI	4/30/2025	05/08/2025	cleaning all three fire stations	101.2200.000.5310	1,600.00
TOTAL CONSTRUCTION & EQU...	42646	05/08/2025	Cahill streetlight & electrical o...	101.3400.000.5405	3,903.40
VALLEY IMAGES PHOTOGRAP...	6284	05/08/2025	New employee photo J. Englu...	101.2000.000.5333	50.00
CENTRAL TURF & IRRIGATION ...	65003194-00	05/08/2025	plumbing parts for shelter rep...	101.4200.000.5150	182.50
CEMSTONE PRODUCTS COMP...	7730329	05/08/2025	Tack Oil	101.3200.000.5125	180.00
SHRED-IT	8010496868	05/08/2025	Shred-it services 4.2025	101.2000.000.5310	205.01
CINTAS CORPORATION	9319155311	05/08/2025	Parks AED agreement 4.2025	101.4200.000.5310	134.42
ESS BROTHERS & SONS INC	FF2027	05/08/2025	Manhole adjustment materials	101.3200.000.5125	1,794.00
STREICHER'S	I1758449	05/08/2025	Holster, Magazine Case & Mic...	101.2000.000.5175	94.98
STREICHER'S	I1758797	05/08/2025	Prail .223 ammo (x7 cases)	101.2000.000.5179	2,171.40
GEOTAB USA, INC.	IN430380	05/08/2025	ProPlus Plan 04.2025	101.2000.000.5395	283.43
CADD ENGR SUPPLY, INC.	INV172327	05/08/2025	Paper for the parks & rec plot...	101.4300.459.5105	29.98
WRAP TECHNOLOGIES, INC.	INV2824	05/08/2025	Bola Wrap Battery Replaceme...	101.2000.000.5179	264.80
MIP V ONION PARENT LLC	MP272015	05/08/2025	Parks port a potty rentals 4.20...	101.4200.000.5430	2,666.50
MACQUEEN EMERGENCY GR...	P47865	05/08/2025	repair of breathing equipment	101.2200.000.5405	760.54
MACQUEEN EMERGENCY GR...	P48195	05/08/2025	gas detector repair	101.2200.000.5405	535.74
PLAYCORE WISCONSIN INC.	PJI-0268195	05/08/2025	parts to repair zip line in Vista...	101.4200.000.5400	2,129.98

Expense Approval Report

Payment Dates: 5/7/2025 - 5/20/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN DEPT OF REVENUE	April 2025	05/12/2025	Taxes	101.0000.000.2205	767.18
MN DEPT OF REVENUE	April 2025 CR	05/12/2025	Taxes	101.0000.000.2205	-0.92
MINNEAPOLIS OXYGEN CO.	0000142910	05/15/2025	O2 cylinder rental	101.2200.000.5430	226.79
TYLER TECHNOLOGIES, INC	025-500354	05/15/2025	Annual Maint-Personnel Mgmt	101.1800.000.5395	6,734.47
TYLER TECHNOLOGIES, INC	025-508234	05/15/2025	Credit-Maint Fees (UB Online)	101.1800.000.5395	-4,268.00
TYLER TECHNOLOGIES, INC	045-517456	05/15/2025	Credit-Maint Fees (Cashiering ...	101.1800.000.5395	-722.40
UNIVERSAL ATHLETIC, LLC	10422809	05/15/2025	Softballs	101.4300.454.5190	90.98
UNIVERSAL ATHLETIC, LLC	10424352	05/15/2025	Batting tees, helmets & catche...	101.4300.454.5190	343.35
EXPERT TREE SERVICE AND SC...	12819	05/15/2025	Tree Removal - 2865 Upper 79...	101.5000.000.5310	3,500.00
UNIFIRST CORPORATION	1410142713	05/15/2025	Street Uniforms	101.3200.000.5175	65.53
UNIFIRST CORPORATION	1410142713	05/15/2025	Park Uniforms	101.4200.000.5175	34.91
CITY OF SOUTH ST PAUL	15451	05/15/2025	Spring Break field trip	101.4300.452.5343	338.00
EYEMED	166798581	05/15/2025	5.2025 Premium	101.0000.000.2018	291.51
EYEMED	166798581	05/15/2025	4.2025 Retro Premium	101.0000.000.2018	13.66
FIRST IMPRESSION GROUP	169121	05/15/2025	Student art show thank you ca...	101.1300.000.5333	95.00
CITY OF WEST ST. PAUL	2025-00000043	05/15/2025	1st QTR 2025 Volunteer Expen...	101.1120.000.5310	4,176.28
PINE BEND PAVING, INC.	250752	05/15/2025	Blacktop for patching	101.3200.000.5125	336.34
QUICKSCORES LLC	251002	05/15/2025	Adult Softball League scheduli...	101.4300.455.5395	28.00
MN LIFE INSURANCE CO	25596261-00	05/15/2025	5.2025 Premium	101.0000.000.2022	4,305.46
SOLBERG AGGREGATE CO	30530	05/15/2025	Crushed Rock for Parks Project	101.4200.000.5190	2,948.65
M & J SERVICES, LLC	3069	05/15/2025	concrete work for playground ...	101.4200.000.5400	12,530.00
BRIAN'S LAWN AND LANDSCA...	3214030	05/15/2025	moved boulders to storage ar...	101.4200.000.5610	350.00
TOTAL CONSTRUCTION & EQU...	42718	05/15/2025	Repair Street Lights on Cahill ...	101.3400.000.5405	144.25
STARS & STRIPES LAWN & LA...	5/12/2025	05/15/2025	boulder wall at Overlook Ridge...	101.4200.000.5610	9,732.00
DAKOTA CTY FIRE CHIEFS ASSN	5/6/2025	05/15/2025	2025 Annual Dues	101.2200.000.5335	100.00
MN NCPERS LIFE INSURANCE	542000062025	05/15/2025	6.2025 Premium	101.0000.000.2024	240.00
MN NCPERS LIFE INSURANCE	542000062025	05/15/2025	5.2025 Retro Premium	101.0000.000.2024	16.00
COMCAST	8772105910359526X050525	05/15/2025	cable for fire station 1	101.2200.000.5310	10.80
INVER GROVE HEIGHTS ANIM...	938160B	05/15/2025	Chase vet exam/meds 4.2025	101.2000.000.5180	165.72
INVER GROVE HEIGHTS ANIM...	938541B	05/15/2025	Chase Vet services	101.2000.000.5180	54.85
SAFETYFIRST SPECIALTY CONT...	9777	05/15/2025	safety surfacing - materials	101.4200.000.5190	12,019.00
SAFETYFIRST SPECIALTY CONT...	9777	05/15/2025	safety surfacing - installation	101.4200.000.5310	9,342.50
MES I ACQUISITION, INC.	IN2253003	05/15/2025	bunker gear (coat & pants)	101.2200.000.5175	3,174.77
INNOVATIVE OFFICE SOLUTIO...	IN4815831	05/15/2025	Laminator Refill Cartage	101.4300.459.5105	82.40
INNOVATIVE OFFICE SOLUTIO...	IN4833092	05/15/2025	Misc office supplies (pens, pa...	101.2200.000.5105	304.72
INNOVATIVE OFFICE SOLUTIO...	IN4836548	05/15/2025	Trash bags for South Valley ca...	101.4200.000.5125	43.54
ZORO TOOLS, INC.	INV16043022	05/15/2025	CO gas meters	101.2200.000.5160	971.91
ZORO TOOLS, INC.	INV16320839	05/15/2025	labeling tape for items at the s...	101.2200.000.5190	14.28
ZORO TOOLS, INC.	INV16324808	05/15/2025	spill containment platform and...	101.2200.000.5190	102.05
PLAN IT SOFTWARE LLC	PLAN-2114	05/15/2025	Plan It CIP Software Renewal	101.1800.000.5395	6,500.00
Fund 101 - GENERAL FUND Total:					244,851.40

Fund: 201 - C.V.B. FUND

RIVER HEIGHTS CHAMBER OF ...	1018	05/08/2025	Monthly Office Rent 5.2025	201.5600.000.5430	600.00
RIVER HEIGHTS CHAMBER OF ...	1019	05/08/2025	CVB Service Contract - 4.15.2...	201.5600.000.5310	6,633.12
RIVER HEIGHTS CHAMBER OF ...	1019	05/08/2025	Personnel Costs - 2025 Q1 MN...	201.5600.000.5310	880.06
RIVER HEIGHTS CHAMBER OF ...	1019	05/08/2025	CVB Health Insurance reimbur...	201.5600.000.5310	250.00
RIVER HEIGHTS CHAMBER OF ...	1019	05/08/2025	CVB Service Agreement - 4.20...	201.5600.000.5310	300.00
RIVER HEIGHTS CHAMBER OF ...	1019	05/08/2025	CVB Cell Phone Reimburseme...	201.5600.000.5320	75.00
JULIE KACZMAR	1203	05/08/2025	Local Savings Pass Membershi...	201.5600.000.5330	2,400.00
LILLYANNA MILLER	2/26/2025	05/08/2025	Mileage Reimbursement Metr...	201.5600.000.5340	24.89
LILLYANNA MILLER	2/26/2025	05/08/2025	Mileage - Explore MN Tourism...	201.5600.000.5340	42.12
HOSPITALITY MINNESOTA	21818	05/08/2025	Tourism Partnership Member...	201.5600.000.5335	380.00
LILLYANNA MILLER	3/31/2025	05/08/2025	Google Workspace	201.5600.000.5335	14.40
LILLYANNA MILLER	3/31/2025	05/08/2025	Chamber Night/Board Outing ...	201.5600.000.5340	90.93
CATHERINE PIEPER	9508	05/08/2025	Google & Facebook Ad Campa...	201.5600.000.5330	549.00
Fund 201 - C.V.B. FUND Total:					12,239.52

Fund: 205 - COMMUNITY CENTER-OPERATING FUND

CULLIGAN	157011438908X043025	05/08/2025	softener salt	205.4420.000.5125	148.47
CULLIGAN	157011438908X043025	05/08/2025	softener salt	205.4430.000.5125	98.98
CULLIGAN	157011438908X043025	05/08/2025	softener salt	205.4440.000.5125	79.54

Expense Approval Report

Payment Dates: 5/7/2025 - 5/20/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CULLIGAN	157011438908X043025	05/08/2025	softener salt	205.4450.481.5125	26.51
FIRST IMPRESSION GROUP	168416	05/08/2025	Pool rules signs x2	205.4410.472.5333	120.00
AMERICAN RED CROSS	22781270	05/08/2025	WSI Certification Fees for 7 st...	205.4420.000.5335	308.00
GOODIN COMPANY	2670318-00	05/08/2025	plumbing part	205.4420.000.5150	33.97
GOODIN COMPANY	2670318-00	05/08/2025	plumbing part	205.4430.000.5150	22.64
PERFECTION PLUS, INC	315950	05/08/2025	5.2025 cleaning svcs	205.4410.470.5310	691.28
PERFECTION PLUS, INC	315950	05/08/2025	5.2025 cleaning svcs	205.4420.000.5310	3,110.71
PERFECTION PLUS, INC	315950	05/08/2025	5.2025 cleaning svcs	205.4430.000.5310	3,110.71
TOTAL CONSTRUCTION & EQU...	42644	05/08/2025	Comm Room breakers change...	205.4450.481.5400	313.64
SHERWIN-WILLIAMS CO.	6238-7	05/08/2025	turf paint	205.4440.000.5125	65.34
GRAINGER	9484208096	05/08/2025	battery & battery charger	205.4420.000.5160	112.18
GRAINGER	9484208096	05/08/2025	battery & battery charger	205.4430.000.5160	74.79
GRAINGER	9484208096	05/08/2025	battery & battery charger	205.4440.000.5160	140.22
GRAINGER	9484208096	05/08/2025	battery & battery charger	205.4450.481.5160	46.74
ACTIVE NETWORK, LLC	CB202504_00780	05/08/2025	membership chargeback	205.0000.000.2205	6.84
ACTIVE NETWORK, LLC	CB202504_00780	05/08/2025	membership chargeback	205.4410.000.4370	8.42
ACTIVE NETWORK, LLC	CB202504_00780	05/08/2025	membership chargeback	205.4420.000.4370	12.62
ACTIVE NETWORK, LLC	CB202504_00780	05/08/2025	membership chargeback	205.4430.000.4370	63.12
CADD ENGR SUPPLY, INC.	INV172327	05/08/2025	Paper for the parks & rec plot...	205.4410.472.5105	44.97
BRIDGET RUSSELL	Mar-25	05/08/2025	WSI Instructor fees for class	205.4420.000.5310	850.00
TOTAL MECHANICAL SERVICES...	PM5790	05/08/2025	Arena preventative maintena...	205.4440.000.5310	1,995.31
MN DEPT OF REVENUE	April 2025	05/12/2025	Taxes	205.0000.000.2205	10,689.24
R & R SPECIALTIES OF WI, INC.	'0085401-IN	05/15/2025	Zamboni blade sharpening	205.4440.000.5405	40.00
ROBYN J. MILLS	10661	05/15/2025	Line Dancing Instructor Paym...	205.4450.480.5310	560.00
HUEBSCH SERVICES	20405724	05/15/2025	lobby mats	205.4420.000.5430	187.45
HUEBSCH SERVICES	20405724	05/15/2025	lobby mats	205.4430.000.5430	124.96
HUEBSCH SERVICES	20405724	05/15/2025	lobby mats	205.4440.000.5430	100.42
HUEBSCH SERVICES	20405724	05/15/2025	lobby mats	205.4450.481.5430	33.47
DANIEL BAUER - TRUE MECH...	2060	05/15/2025	4.2025 boiler check	205.4420.000.5310	405.00
AQUA LOGIC, INC.	4680	05/15/2025	SPA chlorine injector repairs	205.4420.000.5400	375.00
THINK SMALL	5/13/2025	05/15/2025	room rental refund	205.4450.481.4380	270.51
DANIEL DELGADO SR.	5/7/2025	05/15/2025	room rental damage deposit r...	205.4450.481.4380	100.00
MEDICINE LAKE TOURS	5/8/2025	05/15/2025	TIS trip payment	205.4450.480.5343	1,032.00
CINTAS CORPORATION	5266232707	05/15/2025	1st Aid Cabinet Refills 4.2025	205.4410.470.5190	163.48
KULLY SUPPLY, INC.	676994	05/15/2025	replacement shower handles	205.4420.000.5150	415.00
INNOVATIVE OFFICE SOLUTIO...	IN4816780	05/15/2025	Markers, Flip Charts, Labels	205.4410.470.5105	76.62
ONSITE PARTNERS PROJECTCO...	INV-0697	05/15/2025	4.2025 Solar Panel fees	205.4420.000.5355	3,185.98
ONSITE PARTNERS PROJECTCO...	INV-0697	05/15/2025	4.2025 Solar Panel fees	205.4430.000.5355	2,123.99
ONSITE PARTNERS PROJECTCO...	INV-0697	05/15/2025	4.2025 Solar Panel fees	205.4440.000.5355	4,126.34
ONSITE PARTNERS PROJECTCO...	INV-0697	05/15/2025	4.2025 Solar Panel fees	205.4450.481.5355	1,375.45
ASSA ABLOY ENTRANCE SYST...	SEI1859530	05/15/2025	repairs to handicap door on G...	205.4420.000.5400	258.80
ASSA ABLOY ENTRANCE SYST...	SEI1859530	05/15/2025	repairs to handicap door on G...	205.4430.000.5400	172.54
Fund 205 - COMMUNITY CENTER-OPERATING FUND Total:					37,301.25
Fund: 270 - HOST COMMUNITY FUND					
JR'S APPLIANCE DISPOSAL	115370	05/08/2025	Recycling of dumped applianc...	270.5900.000.5389	78.50
LIBERTY TIRE RECYCLING, LLC	2976109	05/15/2025	Tire Recycling	270.5900.000.5389	803.00
Fund 270 - HOST COMMUNITY FUND Total:					881.50
Fund: 290 - EDA-OPERATING FUND					
ST. PAUL PIONEER PRESS	0425572521	05/08/2025	NoPH: EDA Property 25-12X D...	290.5800.000.5330	34.10
ST. PAUL PIONEER PRESS	0425572521	05/08/2025	Notice of Special Meeting - E...	290.5800.000.5330	33.00
KRUEGER REAL ESTATE ADVIS...	4	05/15/2025	Consulting Services per Contr...	290.5800.000.5310	2,500.00
Fund 290 - EDA-OPERATING FUND Total:					2,567.10
Fund: 401 - PARK CAPITAL IMPROVEMENT FUND					
VINCO, INC.	4/29/2025	05/08/2025	pymt app #2 for RISB lighting	401.4210.000.5610	225,595.56
FLAGSHIP RECREATION LLC	F23467	05/08/2025	playground & container install	401.4210.000.5610	35,535.07
Fund 401 - PARK CAPITAL IMPROVEMENT FUND Total:					261,130.63
Fund: 402 - PARK ACQUISITION & DEVELOPMENT FUND					
M & J SERVICES, LLC	3070	05/08/2025	grading work for archery range..	402.4210.000.5310	8,175.00

Expense Approval Report

Payment Dates: 5/7/2025 - 5/20/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
M & J SERVICES, LLC	3071	05/15/2025	concrete work for archery ran...	402.4210.000.5310	12,280.00
Fund 402 - PARK ACQUISITION & DEVELOPMENT FUND Total:					20,455.00
Fund: 437 - PW FACILITY REMODEL/EXPANSION					
WOLD ARCHITECTS INCORPO...	100277	05/08/2025	CMF Site Plan Analysis - Invoic...	437.0000.000.5310	1,812.35
Fund 437 - PW FACILITY REMODEL/EXPANSION Total:					1,812.35
Fund: 440 - PAVEMENT MGMT-LOCAL STREETS					
ST. PAUL PIONEER PRESS	0425572521	05/08/2025	NoPH: 2026-09K	440.3210.000.5330	481.25
ST. PAUL PIONEER PRESS	0425572521	05/08/2025	NoPH: 2026 PMI	440.3210.000.5330	198.00
ST. PAUL PIONEER PRESS	0425572521	05/08/2025	NoPH: 2026 PMI	440.3210.000.5330	192.50
ST. PAUL PIONEER PRESS	0425572521	05/08/2025	NoPH: 2026 PMI	440.3210.000.5330	434.50
ST. PAUL PIONEER PRESS	0425572521	05/08/2025	NoPH: 2026 PMI	440.3210.000.5330	434.50
ST. PAUL PIONEER PRESS	0425572521	05/08/2025	NoPH: 2026-09L	440.3210.000.5330	250.25
ST. PAUL PIONEER PRESS	0425572521	05/08/2025	NoPH: 2026 PMI	440.3210.000.5330	269.50
ST. PAUL PIONEER PRESS	0425572521	05/08/2025	NoPH: 2026 PMI	440.3210.000.5330	288.75
ST. PAUL PIONEER PRESS	0425572521	05/08/2025	NoPH: 2026 PMI	440.3210.000.5330	178.75
SHORT ELLIOTT HENDRICKSON..	487181	05/15/2025	Babcock Trail Final Design	440.3210.000.5310	1,320.01
RTVISION, INC.	INV1099	05/15/2025	RTVision Subscription 5.2025 -...	440.3210.000.5395	6,200.00
Fund 440 - PAVEMENT MGMT-LOCAL STREETS Total:					10,248.01
Fund: 510 - WATER-OPERATING FUND					
LONE OAK COMPANIES	96829	05/08/2025	UB Insert-2024 Drinking Water..	510.7100.000.5310	63.15
LONE OAK COMPANIES	96829	05/08/2025	4.2025 UB Billing (50%)	510.7100.000.5310	434.29
LONE OAK COMPANIES	97049	05/08/2025	Replenish Prepaid Postage 5.2...	510.0000.000.1405	6,000.00
MN DEPT OF REVENUE	April 2025	05/12/2025	Taxes	510.0000.000.2205	2,336.03
UTILITY CONSULTANTS INC	123859	05/15/2025	Radium Testing	510.7100.000.5310	558.12
WATER CONSERVATION SERV...	14976	05/15/2025	Main break leak detection - 7...	510.7100.000.5415	786.20
DANNER LANDSCAPING	19813	05/15/2025	Dirt for main break repairs	510.7100.000.5415	510.00
CINTAS CORPORATION	4230304284	05/15/2025	Rugs at Water Plant	510.7100.000.5430	232.08
HAWKINS, INC.	7064135	05/15/2025	Water Plant Chemicals	510.7100.000.5135	3,379.97
GERTENS	801011/6	05/15/2025	Seed for main break repair	510.7100.000.5415	113.85
CORE & MAIN LP	W953639	05/15/2025	meter	510.7100.000.5158	1,786.50
CORE & MAIN LP	W969217	05/15/2025	meter return	510.7100.000.5158	-1,440.00
Fund 510 - WATER-OPERATING FUND Total:					14,760.19
Fund: 511 - WATER-CAPITAL FUND					
MN MECHANICAL SOLUTIONS,...	4/30/2025	05/08/2025	WTP - MMS - Pay Voucher #4	511.7110.000.5630	1,167,265.00
Fund 511 - WATER-CAPITAL FUND Total:					1,167,265.00
Fund: 520 - SEWER-OPERATING FUND					
LONE OAK COMPANIES	96829	05/08/2025	4.2025 UB Billing (50%)	520.7200.000.5310	434.29
DALEY ELECTRIC, LLC	242073	05/15/2025	Electrical repair at lift station	520.7200.000.5310	4,540.00
Fund 520 - SEWER-OPERATING FUND Total:					4,974.29
Fund: 530 - STORMWATER-OPERATING FUND					
GERTENS	800962/6	05/08/2025	Hardwood Mulch	530.7300.000.5420	131.70
EXPERT TREE SERVICE AND SC...	12820	05/15/2025	Tree Removal - Courthouse Bl...	530.7300.000.5310	2,100.00
MN POLLUTION CONTROL AG...	5/6/2025	05/15/2025	MS4 General Permit Applicati...	530.7300.000.5335	400.00
GERTENS	K99868/6	05/15/2025	Boulder for storm maintenance	530.7300.000.5420	-58.27
Fund 530 - STORMWATER-OPERATING FUND Total:					2,573.43
Fund: 531 - STORMWATER-CAPITAL FUND					
BARR ENGINEERING COMPANY	23191566.00-3	05/08/2025	Gisch Pond Design	531.7310.000.5310	11,059.50
BARR ENGINEERING COMPANY	23191566.00-3	05/08/2025	64th Street Outfall Design	531.7310.000.5310	6,298.50
Fund 531 - STORMWATER-CAPITAL FUND Total:					17,358.00
Fund: 550 - GOLF COURSE-OPERATING FUND					
YAMAHA GOLF & UTILITY, INC.	01-309704	05/08/2025	repair parts for golf carts	550.7600.000.5405	470.15
COLLEGE CITY BEVERAGE	1136784	05/08/2025	beer for resale	550.7600.000.5199	565.95
BREAKTHRU BEVERAGE MINN...	121199068	05/08/2025	beer for resale	550.7600.000.5199	346.00
BREAKTHRU BEVERAGE MINN...	121200746	05/08/2025	beer for resale	550.7600.000.5199	224.80
UNIFIRST CORPORATION	1410139411	05/08/2025	GC uniforms	550.7700.000.5175	37.70
UNIFIRST CORPORATION	1410140950	05/08/2025	GC uniforms	550.7700.000.5175	37.70
MTI DISTRIBUTING CO	1466387-01	05/08/2025	Vacuum check valve	550.7700.000.5405	16.19
MTI DISTRIBUTING CO	1466491-02	05/08/2025	Fasteners for equipment repai...	550.7700.000.5405	47.22

Expense Approval Report

Payment Dates: 5/7/2025 - 5/20/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MTI DISTRIBUTING CO	1469598-00	05/08/2025	Starter, cables & switch for eq...	550.7700.000.5405	207.50
MTI DISTRIBUTING CO	1469672-00	05/08/2025	Pins & Studs for equipment re...	550.7700.000.5405	24.97
HANCO CORPORATION	219010-00	05/08/2025	tires	550.7700.000.5150	280.36
HOBART CORPORATION	36681777	05/08/2025	repairs to food warmer in F&B	550.7600.000.5405	1,416.56
DENNY'S 5TH AVENUE BAKERY	47213	05/08/2025	breads for resale	550.7600.000.5197	118.65
DENNY'S 5TH AVENUE BAKERY	47392	05/08/2025	breads for resale	550.7600.000.5197	127.09
DENNY'S 5TH AVENUE BAKERY	47488	05/08/2025	breads for resale	550.7600.000.5197	118.65
HEGGIES PIZZA	525529	05/08/2025	Pizzas for resale	550.7600.000.5197	81.95
MOR GOLF & UTILITY, INC.	53282	05/08/2025	maint cart repair	550.7700.000.5405	142.82
PHILLIPS WINE & SPIRITS	538783	05/08/2025	alcohol returns	550.7600.000.5199	-841.89
ADIDAS AMERICA INC.	6163250727	05/08/2025	clothing for resale	550.7600.000.5193	713.30
PHILLIPS WINE & SPIRITS	6969849	05/08/2025	alcohol for resale	550.7600.000.5199	919.45
SUPERIOR TURF SERVICES INC	7043	05/08/2025	Golf course chemicals	550.7700.000.5135	1,126.96
PERFORMANCE FOOD GROUP ...	75931715	05/08/2025	paper towels & hand soap	550.7600.000.5125	126.17
PERFORMANCE FOOD GROUP ...	75931715	05/08/2025	bev supplies for resale	550.7600.000.5197	156.54
PERFORMANCE FOOD GROUP ...	75931715	05/08/2025	foods & supplies for resale	550.7600.000.5197	684.21
PLAISTED COMPANIES, INC.	80351	05/08/2025	top soil	550.7700.000.5125	1,325.37
CINTAS CORPORATION	9319165543	05/08/2025	GC AED agreement 4.2025	550.7600.000.5310	216.25
MN DEPT OF REVENUE	April 2025	05/12/2025	Taxes	550.0000.000.2205	14,158.47
HERITAGE LANDSCAPE SUPPLY...	0018313607-001	05/15/2025	GC chemicals	550.7700.000.5135	16,745.17
HERITAGE LANDSCAPE SUPPLY...	0018313791-001	05/15/2025	GC chemicals	550.7700.000.5135	8,860.37
HERITAGE LANDSCAPE SUPPLY...	0018313791-002	05/15/2025	GC chemicals	550.7700.000.5135	1,580.90
HERITAGE LANDSCAPE SUPPLY...	0018313828-001	05/15/2025	GC chemicals	550.7700.000.5135	8,060.52
HERITAGE LANDSCAPE SUPPLY...	0018314021-001	05/15/2025	GC chemicals	550.7700.000.5135	7,355.68
HERITAGE LANDSCAPE SUPPLY...	0018314021-002	05/15/2025	GC chemicals	550.7700.000.5135	6,031.76
HERITAGE LANDSCAPE SUPPLY...	0020717004-001	05/15/2025	GC fertilizer	550.7700.000.5135	27.80
ST. PAUL PIONEER PRESS	0425520544	05/15/2025	Golf Guide Ad	550.7600.000.5330	150.00
DRAFT TECHNOLOGIES	05142502	05/15/2025	beer line cleaning	550.7600.000.5405	85.00
ARAMARK REFRESHMENT SER...	0606064758	05/15/2025	coffee for resale	550.7600.000.5197	359.47
COLLEGE CITY BEVERAGE	1138845	05/15/2025	beer for resale	550.7600.000.5199	242.55
BREAKTHRU BEVERAGE MINN...	121311808	05/15/2025	beer for resale	550.7600.000.5199	338.80
VERSATILE VEHICLES, INC.	136204	05/15/2025	Cart parts for repairs	550.7700.000.5150	1,552.85
UNIFIRST CORPORATION	1410142547	05/15/2025	GC uniforms	550.7700.000.5175	37.70
UNIFIRST CORPORATION	1410142570	05/15/2025	lobby mats	550.7600.000.5310	47.15
ARTISAN BEER COMPANY	3764916	05/15/2025	beer for resale	550.7600.000.5199	226.20
ARTISAN BEER COMPANY	3766622	05/15/2025	beer for resale	550.7600.000.5199	498.50
M. AMUNDSON LLP	402553	05/15/2025	snacks for resale	550.7600.000.5197	392.05
SHAMROCK GROUP	466955	05/15/2025	ice machine repairs	550.7600.000.5405	826.82
COCA COLA BOTTLING COMP...	46875708010	05/15/2025	pop & water for resale	550.7600.000.5197	1,583.47
COCA COLA BOTTLING COMP...	46875708012	05/15/2025	CO2 tank returns	550.7600.000.5197	-130.00
SHAMROCK GROUP	470485	05/15/2025	CO2 tank	550.7600.000.5197	25.95
DENNY'S 5TH AVENUE BAKERY	47589	05/15/2025	breads for resale	550.7600.000.5197	118.65
DENNY'S 5TH AVENUE BAKERY	47822	05/15/2025	breads for resale	550.7600.000.5197	138.88
DENNY'S 5TH AVENUE BAKERY	47881	05/15/2025	breads for resale	550.7600.000.5197	112.90
CINTAS CORPORATION	5269280205	05/15/2025	GC First Aid 5.2025	550.7600.000.5190	107.66
CLEVELAND GOLF/SRIXON	58428032SO	05/15/2025	golf club and golf club sets for ...	550.7600.000.5195	982.26
PHILLIPS WINE & SPIRITS	6950577	05/15/2025	alcohol for resale	550.7600.000.5199	1,094.83
PHILLIPS WINE & SPIRITS	6973694	05/15/2025	alcohol for resale	550.7600.000.5199	330.53
GERTENS	735999/1	05/15/2025	flowers at club house	550.7700.000.5125	151.71
PERFORMANCE FOOD GROUP ...	75985076	05/15/2025	Club house, F&B supplies	550.7600.000.5125	132.57
PERFORMANCE FOOD GROUP ...	75985076	05/15/2025	food & supplies for resale	550.7600.000.5197	1,015.43
PERFORMANCE FOOD GROUP ...	76077689	05/15/2025	clubhouse & F&B supplies	550.7600.000.5125	126.09
PERFORMANCE FOOD GROUP ...	76077689	05/15/2025	cups for bev resale	550.7600.000.5197	106.02
PERFORMANCE FOOD GROUP ...	76077689	05/15/2025	food & food supplies for resale	550.7600.000.5197	595.16
PLUNKETT'S PEST CONTROL	9144394	05/15/2025	monthly pest control for GC	550.7600.000.5310	83.88
MANSFIELD SERVICE PARTNE...	IN-00200081	05/15/2025	gas for golf carts	550.7600.000.5130	950.48

Fund 550 - GOLF COURSE-OPERATING FUND Total: 83,794.85

Fund: 602 - RISK MANAGEMENT

LEAGUE OF MN CITIES INS TR...	24316	05/15/2025	W/C Deductible #506810	602.8200.000.5474	1,300.89
LEAGUE OF MN CITIES INS TR...	24436	05/15/2025	W/C Deductible #517168	602.8200.000.5474	37.00

Expense Approval Report

Payment Dates: 5/7/2025 - 5/20/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LEAGUE OF MN CITIES INS TR...	5/5/2025	05/15/2025	P/C Premium 6.01-8.31.2025	602.8200.000.5470	118,728.00
LEAGUE OF MN CITIES INS TR...	5/5/2025	05/15/2025	Workers Comp Premium 6.1-8...	602.8200.000.5471	166,710.00
LEAGUE OF MN CITIES INS TR...	9601	05/15/2025	Deductible, #CA 422567	602.8200.000.5472	244.00
Fund 602 - RISK MANAGEMENT Total:					287,019.89

Fund: 603 - CENTRAL EQUIPMENT

NORTH AMERICAN TRAILER S...	030004243723	05/08/2025	Trailer dust cap kit	603.8300.000.5405	9.04
NORTH AMERICAN TRAILER S...	030004243747	05/08/2025	Fire truck tubing	603.8300.000.5410	2.74
KIMBALL MIDWEST	103304682	05/08/2025	Crimper	603.8300.000.5160	115.00
DEALER AUTOMOTIVE SERVIC...	1-127239	05/08/2025	Fire truck hosing install	603.8300.000.5410	116.41
UNIFIRST CORPORATION	1410140933	05/08/2025	Uniforms Mechanics	603.8300.000.5175	48.42
UNIFIRST CORPORATION	1410140933	05/08/2025	Shop Rentals	603.8300.000.5430	106.00
MTI DISTRIBUTING CO	1469292-00	05/08/2025	Mower drive shaft	603.8300.000.5405	1,440.60
MANSFIELD OIL COMPANY	26455313	05/08/2025	Diesel Fuel	603.8300.000.5130	6,818.11
MANSFIELD OIL COMPANY	26455314	05/08/2025	Diesel Fuel	603.8300.000.5130	5,884.28
PERFECTION PLUS, INC	315950	05/08/2025	5.2025 cleaning svcs	603.8300.000.5310	521.62
TOWMASTER TRAILERS INC	476949	05/08/2025	Dump truck coupling & adapt...	603.8300.000.5410	30.96
TOWMASTER TRAILERS INC	477118	05/08/2025	Travel jack for dump truck	603.8300.000.5410	123.47
INVER GROVE FORD	5356569	05/08/2025	F250 spindle rod	603.8300.000.5410	137.00
INVER GROVE FORD	5356580	05/08/2025	F350 TPMS Sensor	603.8300.000.5410	105.78
INVER GROVE FORD	5356609	05/08/2025	Luggage liner for Ford escape	603.8300.000.5410	112.13
WORLD FUEL SERVICES	549755456042-41801	05/08/2025	Dump truck exhaust fluid	603.8300.000.5410	197.50
NORTH CENTRAL BUS & EQUI...	808143	05/08/2025	Outfit new utilities truck	603.8300.000.5620	31,985.45
KREMER SERVICES LLC	95806	05/08/2025	F250 Wheel Alignment	603.8300.000.5410	178.08
INNOVATIVE OFFICE Solutio...	IN4828827	05/08/2025	Notepads	603.8300.000.5105	32.64
MACQUEEN EMERGENCY GR...	P12532	05/08/2025	Fire truck valves	603.8300.000.5410	216.44
NUSS TRUCK AND EQUIPMENT	PSO198944-1	05/08/2025	Dump truck lamps	603.8300.000.5410	97.02
ZIEGLER INC	SI000635664	05/08/2025	Battery charger troubleshooti...	603.8300.000.5405	1,332.94
MACQUEEN EMERGENCY GR...	W06793	05/08/2025	Fire truck ladder compartment..	603.8300.000.5410	2,035.12
MN DEPT OF REVENUE	5/12/2025	05/12/2025	Fuel tax 4.2025	603.8300.000.5130	327.86
ZARNOTH BRUSH WORKS	0202072-IN	05/15/2025	Sweeper poly cable wrap bro...	603.8300.000.5405	624.00
NORTH AMERICAN TRAILER S...	030004243751	05/15/2025	Trailer floor board	603.8300.000.5410	131.33
NORTH AMERICAN TRAILER S...	030004244023	05/15/2025	Vactor truck tubing	603.8300.000.5410	48.02
NORTH AMERICAN TRAILER S...	030004244173	05/15/2025	Trailer breakaway kit	603.8300.000.5405	89.16
NORTH AMERICAN TRAILER S...	030004244209	05/15/2025	Loader battery	603.8300.000.5410	295.50
UNIFIRST CORPORATION	1410142713	05/15/2025	Mechanic Unforms	603.8300.000.5175	40.52
UNIFIRST CORPORATION	1410142713	05/15/2025	Shop Rentals	603.8300.000.5430	103.25
MTI DISTRIBUTING CO	1472173-00	05/15/2025	Fuel Valve Shut-Off for Ball dr...	603.8300.000.5405	54.47
HANCO CORPORATION	222557-00	05/15/2025	Shop supplies	603.8300.000.5150	65.11
CINTAS CORPORATION	4230304535	05/15/2025	Floor Rugs	603.8300.000.5430	437.73
CINTAS CORPORATION	5253453909	05/15/2025	First Aid 2.2025	603.8300.000.5190	109.27
CINTAS CORPORATION	5258346703	05/15/2025	First Aid 3.2025	603.8300.000.5190	84.69
CINTAS CORPORATION	5262802803	05/15/2025	First Aid 4.2025	603.8300.000.5190	70.31
CINTAS CORPORATION	5269271902	05/15/2025	First Aid 5.2025	603.8300.000.5190	99.72
INVER GROVE FORD	5356701	05/15/2025	Squad car door check asy	603.8300.000.5410	49.48
INVER GROVE FORD	5356721	05/15/2025	Squad car TPMS sensor kit	603.8300.000.5410	105.78
INVER GROVE FORD	5356754	05/15/2025	Squad car air deflector & spri...	603.8300.000.5410	168.84
INVER GROVE FORD	5356853	05/15/2025	TPMS Sensor Kit for Ford Esca...	603.8300.000.5410	105.78
INVER GROVE FORD	5356886	05/15/2025	F550 brake parts	603.8300.000.5410	281.52
NORTHERN SAFETY TECHNOL...	59377	05/15/2025	Utility truck strobe lights	603.8300.000.5410	199.54
NORTHERN SAFETY TECHNOL...	59384	05/15/2025	Squad car cup holders	603.8300.000.5410	52.50
CINTAS CORPORATION	9306912767	05/15/2025	AED 1.2025	603.8300.000.5310	130.50
CINTAS CORPORATION	9310837497	05/15/2025	AED 2.2025	603.8300.000.5310	130.50
CINTAS CORPORATION	9314819662	05/15/2025	AED 3.2025	603.8300.000.5310	130.50
CINTAS CORPORATION	9319139079	05/15/2025	AED 4.2025	603.8300.000.5310	130.50
KREMER SERVICES LLC	95837	05/15/2025	Dump truck leaf spring repairs	603.8300.000.5410	4,209.36
POMP'S TIRE SERVICE, INC.	980133030	05/15/2025	Stock tires	603.8300.000.5410	1,524.00
I-STATE TRUCK CENTER	C242924405-01	05/15/2025	Vactor truck brake/parking val...	603.8300.000.5410	208.55
I-STATE TRUCK CENTER	C242924595-01	05/15/2025	Vactor truck fittings	603.8300.000.5410	68.54
CRYSTEEL TRUCK EQUIPMENT	FP199548	05/15/2025	F550 clutch pump parts	603.8300.000.5410	394.38
Fund 603 - CENTRAL EQUIPMENT Total:					62,117.96

Expense Approval Report

Payment Dates: 5/7/2025 - 5/20/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 605 - CITY FACILITIES					
CULLIGAN	157985030228X043025	05/08/2025	softener salt	605.8500.000.5125	85.55
CINTAS CORPORATION	20404034	05/08/2025	lobby mats	605.8500.000.5430	188.15
GILBERT MECHANICAL CONTR...	259941	05/08/2025	semi-annual temp controls PM..	605.8500.000.5310	3,219.00
PERFECTION PLUS, INC	315950	05/08/2025	5.2025 cleaning svcs	605.8500.000.5310	5,133.19
TOTAL CONSTRUCTION & EQU...	42648	05/08/2025	repair lighting fixture FS #2	605.8500.000.5400	594.14
TOTAL CONSTRUCTION & EQU...	42651	05/08/2025	repairs to FS#2 garage fixture	605.8500.000.5400	544.29
UNITED GLASS, INC.	53062	05/08/2025	Glass & glazing at City Hall	605.8500.000.5605	21,670.00
PLUNKETT'S PEST CONTROL	9122825	05/08/2025	Annual Pest Control agreemen..	605.8500.000.5310	980.28
CINTAS CORPORATION	9319191707	05/08/2025	AED agreement - CH 4.2025	605.8500.000.5310	270.00
TWIN CITY GARAGE DOOR	418007136	05/15/2025	repairs to FS#1 garage door	605.8500.000.5400	680.54
OPTION ONE MECHANICAL LLC	5100	05/15/2025	MUA damper repair	605.8500.000.5400	781.70
NASSEFF PLUMBING & HEATI...	67029	05/15/2025	FS #1 IR heater repairs	605.8500.000.5400	1,893.91
ONSITE PARTNERS PROJECTCO..	INV-0697	05/15/2025	4.2025 Solar Panel fees	605.8500.000.5355	2,893.27
GIP III ZEPHYR ACQUISITION P...	INVRGRV-12505	05/15/2025	Solar garden fees 3.2025	605.8500.000.5357	31,477.34
GIP III ZEPHYR ACQUISITION P...	INVRGRV-22505	05/15/2025	solar garden fees 3.2025	605.8500.000.5357	8,645.90
Fund 605 - CITY FACILITIES Total:					79,057.26
Fund: 606 - TECHNOLOGY FUND					
INSIGHT PUBLIC SECTOR	1101265370	05/08/2025	VEEAM Technical Support Con...	606.8600.000.5395	4,792.26
LOCAL GOVERNMENT INFOR...	147005	05/08/2025	4 Soft Token: David R, Katelyn...	606.8600.000.5395	60.00
ZAYO GROUP, LLC	21446864	05/08/2025	City Hall phones 4.2025	606.8600.000.5320	1,125.20
ZAYO GROUP, LLC	21458494	05/08/2025	Multi-site phones 4.2025	606.8600.000.5320	1,807.78
GS DIRECT, INC.	379883	05/08/2025	Large scanner repair	606.8600.000.5405	627.83
CONSOLIDATED COMMUNICA...	4/15/2025	05/08/2025	Monthly Phone Bill 4.2025	606.8600.000.5320	1,028.97
US INTERNET	5118612	05/08/2025	Email Filtering system 4.2025	606.8600.000.5395	230.00
Fund 606 - TECHNOLOGY FUND Total:					9,672.04
Fund: 702 - ESCROW FUND					
ST. PAUL PIONEER PRESS	0425572521	05/08/2025	NoPH: Yellow Tree 25-10PDA	702.5100.230.2050	27.50
ST. PAUL PIONEER PRESS	0425572521	05/08/2025	NoPH: Builders Lot Group 25-...	702.5100.255.2050	30.80
ST. PAUL PIONEER PRESS	0425572521	05/08/2025	NoPH: DCI Specialty contr 25-...	702.5100.256.2050	27.50
WSB & ASSOCIATES, INC.	R-024005-000-5	05/08/2025	Stormwater Plan Review	702.3100.237.2050	1,545.00
Fund 702 - ESCROW FUND Total:					1,630.80
Grand Total:					2,321,710.47



Request for Council Action

SUBJECT: **Personnel Actions**

MEETING DATE: May 27, 2025

ITEM TYPE: Consent Agenda

CONTACT: Cora Bauer, HR Coordinator, 651.450.2490

ACTION REQUESTED

The Council is asked to confirm and approve the personnel actions as attached.

BACKGROUND

The attached listing of hires, promotions, resignations and/or retirements is presented for Council approval. Data contained in the attachment is not public information until after Council takes action and therefore the attachment is not visible to the public prior to approval.

FISCAL IMPACT

All positions to be filled are funded within the adopted City budget.

RECOMMENDATION

Staff recommends approval of the attached personnel actions.

ATTACHMENTS

1. Personnel Actions 5.27.25 (hires-terms)



Request for Council Action

SUBJECT: **Approval of Contract and Acceptance of Archery Grant from the Minnesota Department of Natural Resources**

MEETING DATE: May 27, 2025

ITEM TYPE: Consent Agenda

CONTACT: Julie Dorshak, Recreation Superintendent, 651.450.2588

ACTION REQUESTED

The Council is asked to approve a contract and accept a grant from the Minnesota Department of Natural Resources' "No Child Left Inside" grant program.

BACKGROUND

The Parks and Recreation Department has been awarded a \$3,015 No Child Left Inside Grant from the MN Department of Natural Resources. The Parks and Recreation Department offers youth archery lessons for participants ages 9-18 during the spring, summer and fall seasons. These lessons provide a valuable opportunity for young people to connect with the outdoors, learn new skills, and build friendships. The current program has been a huge success with the community and encourages outdoor activity, and physical and mental well-being for youth participants. The Department has been using the same archery equipment for the last 15 years, and it has become outdated and no longer meets the safety standards and performance requirements for the program. This grant from the DNR provides funds to purchase new archery equipment.

With the updated equipment, staff plan to expand program offerings by introducing two new age-specific classes that are focused on youth between 9-13 and ages 14-18. This will allow participants to receive instruction that is tailored to their age group and skill level from the National Archery in the Schools Program (NASP) curriculum. This expansion will also provide the opportunity for participants to progress through the levels of the program. Youth archery classes will be hosted at the newly developed archery range at South Valley Park. To ensure that the new equipment can be safely and efficiently managed, requested funds also provide for locked and anchored storage boxes to be placed on-site. These boxes will provide a secure, convenient place to store the equipment and is accessible to the instructor for each class.

The contract has been reviewed by the city attorney.

FISCAL IMPACT

The grant is for \$3,015, which will be used to purchase new bows, arrows and a repair kit for \$1800, as well as a new storage box estimated at \$1200. Parks Division staff will provide the labor to install the new storage box and cement pad, which equates to an in-kind match of \$1,070.

RECOMMENDATION

Staff recommends approval of the attached grant contract and acceptance of the \$3,015 No Child Left Inside Grant from the MN Department of Natural Resources for new archery supplies.

ATTACHMENTS

1. Grant Contract for DNR No Child Left Inside Grant for Archery Equipment

STATE OF MINNESOTA GRANT CONTRACT AGREEMENT

This grant contract agreement is between the State of Minnesota, acting through its Commissioner of Department of Natural Resources ("STATE") and City of Inver Grove Heights - Parks and Recreation, 8150 Barbara Ave. Inver Grove Heights, MN, 55077 ("GRANTEE").

Recitals

1. Under [Minn.Stat. § 84.026](#) and [Minn.Stat. § 97A.057](#) Subd. 2, the State is empowered to enter into this grant.
2. The State has developed the No Child Left Inside grants program for statewide implementation as one strategy to provide “outdoor environmental, ecological, and other natural-resource-based education and recreation programs serving youth” ([Minn.Stat. § 84.976](#)).
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract agreement to the satisfaction of the State. Pursuant to [Minn.Stat. § 16B.98](#), Subd. 1, the Grantee agrees to minimize administrative costs as a condition of this grant contract agreement.

Grant Contract Agreement

1 Term of Grant Contract Agreement

1.1 *Effective date*

Execution date of this grant contract agreement. Per [Minn. Stat. § 16B.98](#), Subd. 5, the Grantee must not begin work until this grant contract agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per [Minn.Stat. § 16B.98](#), Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed.

1.2 *Expiration date*

June 30, 2026, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

1.3 *Survival of Terms*

The following clauses survive the expiration or cancellation of this grant contract agreement: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15 Data Disclosure.

2 Grantee's Duties

The Grantee, who is not a state employee, will:

- 2.1 Comply with required grants management policies and procedures set forth through [Minn.Stat. § 16B.97](#), Subd. 4 (a) (1).
- 2.2 Perform the duties specified in Exhibit A: Project Summary and Budget, which is attached and incorporated into this Grant Contract.
- 2.3 Acquire pre-approval for any changes to project objectives, audience, timeline and/or budget outlined in Exhibit A: Project Summary and Budget. All requests for changes must be submitted in writing and approved by the State's Authorized Representative prior to implementation.

3 Time

The Grantee must comply with all the time requirements described in this grant contract agreement. In the performance of this grant contract agreement, time is of the essence.

4 Consideration and Payment

4.1 *Consideration*

The State will pay for all services performed by the Grantee under this grant contract agreement as follows:

(a) Compensation

The Grantee will be paid \$3,015.00 after Grantee presents an invoice with appropriate documentation for expenditures as described in Exhibit A, which is attached and incorporated into this agreement.

(b) Travel Expenses

Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant contract agreement will not exceed \$0.00; provided that the Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.

(c) Total Obligation

The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract agreement will not exceed \$3,015.00.

4.2 Payment**(a) Invoices**

The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule:

Upon completion of grant project. Final invoices to be submitted no later than July 30, 2026.

(b) Unexpended Funds

The Grantee must promptly return to the State any unexpended funds that have not been accounted for annually in a financial report to the State due at grant closeout.

4.3 Contracting and Bidding Requirements

(a) Any services and/or materials that are expected to cost \$100,000 or more must undergo a formal notice and bidding process.

(b) Services and/or materials that are expected to cost between \$25,000 and \$99,999 must be competitively awarded based on a minimum of three (3) verbal quotes or bids.

(c) Services and/or materials that are expected to cost between \$10,000 and \$24,999 must be competitively awarded based on a minimum of two (2) verbal quotes or bids or awarded to a targeted vendor.

(d) The grantee must take all necessary affirmative steps to assure that targeted vendors from businesses with active certifications through these entities are used when possible:

- a. [State Department of Administration's Certified Targeted Group, Economically Disadvantaged and Veteran-Owned Vendor List](#)
- b. Metropolitan Council Underutilized Business Program: MCUB: [Metropolitan Council Underutilized Business Program](#)
- c. Small Business Certification Program through Hennepin County, Ramsey County, and City of St. Paul: [Central Certification Directory](#)

(e) The grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

(f) The grantee must maintain support documentation of the purchasing or bidding process used to contract services in their financial records, including support documentation justifying a single/sole

source bid, if applicable.

- (g) Notwithstanding (a) - (d) above, the State may waive bidding process requirements when:
 - Vendors included in response to competitive grant request for proposal process were approved and incorporated as an approved work plan for the grant
 - It is determined there is only one legitimate or practical source for such materials or services and that grantee has established a fair and reasonable price.
- (h) For projects that include construction work of \$25,000 or more, prevailing wage rules apply per [Minn. Stat. §§177.41](#) through [177.44](#). These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole.
- (i) The grantee must not contract with vendors who are suspended or debarred in MN: <https://mn.gov/admin/osp/government/suspended-debarred/index2.jsp>

5 Conditions of Payment

All services provided by the Grantee under this grant contract agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 Authorized Representative

The State's Authorized Representative is Amber Kastner, Outreach Grants Specialist, 651-259-5193, amber.kastner@state.mn.us, 500 Lafayette Road, St. Paul, MN, 55155, or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is Rachel Mikel, Recreation Coordinator, 651-450-2583, rmikel@ighmn.gov, 8055 Barbara Ave., Inver Grove Heights, MN, 55077. If the Grantee's Authorized Representative changes at any time during this grant contract agreement, the Grantee must immediately notify the State.

7 Assignment Amendments, Waiver, and Grant Contract Agreement Complete

7.1 Assignment

The Grantee shall neither assign nor transfer any rights or obligations under this grant contract agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant contract agreement, or their successors in office.

7.2 Amendments

Any amendments to this grant contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.

7.3 Waiver

If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.

7.4 Grant Contract Complete

This grant contract contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

8 Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.

9 State Audits

Under [Minn. Stat. §16B.98, Subd.8](#), the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant contract agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant contract agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10 Government Data Practices and Intellectual Property Rights

10.1 Government Data Practices

The Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

10.2 Intellectual Property Rights

(a) Intellectual Property Rights

The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the works and documents created and paid for under this Contract. The "works" means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this Contract. "Works" includes documents. The "documents" are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this Contract. The documents will be the exclusive property of the State and all such documents must be immediately returned to the State by the Grantee upon completion or cancellation of this Contract. To the extent possible, those works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the works and the documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the works and documents.

(b) Obligations

- (1) Notification. Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this Contract, the Grantee will immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the State's Authorized Representative with complete information and/or disclosure thereon.
- (2) Representation. The Grantee must perform all acts, and take all steps necessary to ensure that all

intellectual property rights in the works and documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the works and documents. The Grantee represents and warrants that the works and documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 8, the Grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the works or documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing works or documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

11 Workers Compensation

The Grantee certifies that it is in compliance with [Minn. Stat. §176.181](#), Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 Publicity and Endorsement

12.1 *Publicity*

Any publicity regarding the subject matter of this grant contract must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract. All projects primarily funded by state grant appropriations must publicly credit the State of Minnesota, including on the grantee's website when practicable.

12.2 *Endorsement*

The Grantee must not claim that the State endorses its products or services.

13 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract agreement. Venue for all legal proceedings out of this grant contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 Termination

14.1 *Termination by the State*

(a) *Without Cause*

The State may terminate this grant contract agreement without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

(b) *With Cause*

The State may immediately terminate this grant contract agreement if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not

been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.2 *Termination by The Commissioner of Administration*

The Commissioner of Administration may immediately and unilaterally cancel this grant contract agreement if further performance under the agreement would not serve agency purposes or is not in the best interest of the State.

14.3 *Termination for Insufficient Funding*

The State may immediately terminate this grant contract if:

- (a) It does not obtain funding from the Minnesota Legislature.
- (b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

15 Data Disclosure

Under [Minn. Stat. § 270C.65](#), Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

16 Invasive Species Requirements

The State requires active steps to prevent or limit the introduction, establishment, and spread of invasive species when working on or entering into land under the control of the State, or during State-funded work. All parties involved in the project shall prevent invasive species from entering into or spreading within a project site by cleaning equipment vehicles, gear, and/or clothing prior to arriving at the project site and after completion of the project.

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by operator- furnished tools or equipment (brush/broom, compressed air or pressure washer) at the staging area. The operator shall dispose of material cleaned from equipment and clothing at a location determined by the State Wildlife Area Manager. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

The operator shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for invasive species (e.g., zebra mussels) prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that come in contact with any infested waters must be thoroughly decontaminated.

17 Pollinator Habitat Enhancement

Habitat restorations and enhancements conducted on State lands and prairie restorations on state lands or on any lands using state funds are subject to pollinator best management practices and habitat restoration guidelines pursuant to [Minn. Stat. § 84.973](#). Practices and guidelines ensure an appropriate diversity of native species to provide habitat for pollinators through the growing season. Current specific practices and guidelines to be followed for contract and grant work can be found on the State's website under [MN Pollinator Resources](#).

18 Monitoring

The State shall be allowed at any time to conduct periodic site visits and inspections to ensure work progress in accordance with this grant agreement, including a final inspection upon program completion. At least one monitoring visit per grant period on all state grants of over \$50,000 will be conducted and at least annual monitoring visits on grants of over \$250,000.

19 Conflict of Interest

It is the policy of the State of Minnesota to work to deliberately avoid actual and potential conflicts of interest related to grant making at both the individual and organizational levels. A conflict of interest (actual or potential) occurs when a person has actual or apparent duty or loyalty to more than one organization and the competing duties or loyalties may result in actions which are adverse to one or both parties. A conflict of interest exists even if no unethical, improper, or illegal act results from it. The Grantee, by signing this contract with the State, certifies it has read and understands the Office of Grants Management [Conflict of Interest Policy 08-01](#), will maintain an adequate Conflict of Interest Policy and, throughout the term of the contract, monitor and report any actual or potential conflicts of interest to the State's Authorized Representative.

Signature Page for: Grant Agreement between (“Grantee”) and the Minnesota Department of Natural Resources (“State”).

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15

Signed: _____

Date: _____

SWIFT Contract/PO No(s). 269234/3000276040

3. STATE AGENCY

By: _____

(with delegated authority)

Title: Division Director, FAW

Date: _____

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

PROJECT TITLE Youth Archery Program Update and Expansion

Project start date (mm/dd/yyyy) 06/10/2025 must be after May 1, 2025 Project end date (mm/dd/yyyy) 06/23/2026 must be before June 30, 2026

PROJECT SUMMARY - Describe your project and the expected outcomes. (Use only the space provided.)

The Inver Grove Heights (IGH) Parks and Recreation Department offers youth archery lessons for participants ages 9-18 during the spring, summer and fall seasons. These lessons provide valuable opportunity for youth to connect with the outdoors, learn new skills, and build friendships. Our current program has been a huge hit to the community and encourage outdoor activity and physical and mental well-being for our youth participants. The department has been using the same archery equipment for the last 15 years, and over time, it has become outdated and no longer meets the safety standards or performance requirements for our program. To maintain the quality and safety of our programs, we are requesting funding to replace and update our archery equipment. With the updated equipment, we plan to expand our offerings by introducing two age-specific classes that are focused on youth between 9-13 and ages 14-18. This will allow participants to receive instruction that is tailored to their age group and skill level from the NASP curriculum. This expansion will also provide the opportunity for participants to progress through the levels of the program. Our youth archery classes will be hosted at the newly developed archery range at South Valley Park in IGH. To ensure that we can safely and efficiently manage the equipment, we are requesting funding for locked and anchored storage boxes to be placed on-site. These boxes will provide a secure, convenient place to store the equipment and is accessible to our instructor for each class.

PROJECT BUDGET

Fill in the estimated total cost of the project(s) and the grand total of the dollar amount requested (\$500-\$5,000). Applicants must commit matching funds or in-kind resources. There is no minimum required. List the value of match.

Item	Description	State grant funds (amount requested)	Matching amount (provided by applicant)
Transportation		\$	\$
Program fees		\$	\$
Teacher/Sub stipends		\$	\$
Curricula and materials		\$	\$
Equipment	bows, arrows, repair kit- total= \$1,815, storage boxes-\$1,200	\$ 3,015	\$
Speakers/Consultants	Installation costs (in kind- Parks staff time & concrete pad)	\$	\$ 1,070
Grand Totals		\$ 3,015	\$ 1,070

ACKNOWLEDGEMENTS (Check each box as confirmation and add your electronic signature.)

- ☒ In submitting this application, you are making a request to be considered for grant funds administered by the Minnesota Department of Natural Resources (DNR). The DNR is committed to upholding civil rights and ensuring equal access to programs, services, and information. Better understanding of customer demographics helps us develop targeted strategies for improving our services. You are required to provide this information to be considered for grant funds. Supplying this data, which includes both public and private data, gives consent to having the public data made available. Public data includes organization name, location, project title, and amount requested. Private data is required for project administration and will not be published. In accordance with Minnesota Statute 13.356, email addresses and phone numbers are private data. Refusal to supply this data, both public and private, removes your eligibility to receive grant funds. DNR and Minnesota Information and Technology staff with a specific job function directly related to administering this program will have access to your specific data. Finally, the DNR provides data to parties when specifically required by court order, and as otherwise provided by law. The public data you provide can be released by the agency in response to a Data Practices Request.
- ☒ I have reviewed the following documents on the No Child Left Inside website: Request for proposals, Insurance requirements, and Sample grant contract agreement, including conflict of interest expectations.
- ☒ My organization is aware of this application, and I have received board/admin approval to submit.

I certify I have read the application and will comply with the approved application and assurances herein and additional state, local, federal regulations and policies that apply to my organization.

SIGNED: Rachel Mikel

Digitally signed by Rachel Mikel
Date: 2024.12.17 12:33:23 -06'00'



Request for Council Action

SUBJECT: **Authorization to Enter into Contracts for City Hall East Elevator Improvements**

MEETING DATE: May 27, 2025

ITEM TYPE: Consent Agenda

CONTACT: Aaron Fitzloff, Facilities Maintenance Superintendent, (651) 450-2469

ACTION REQUESTED

The Council is asked to authorize the appropriate officials to enter into contracts with MEI Total Elevator Solutions in the amount of \$91,930.73 and Hamline Construction, Inc in the amount of \$21,769 to update the east elevator at City Hall to meet current code and safety requirements.

BACKGROUND

The 2025 City Facilities Capital Improvement Plan (CIP) includes a project to update the east elevator at City Hall, at an estimated cost of \$105,000.

In 2020, the State of Minnesota adopted the ASME A17.3-2015 Safety Code for Existing Elevators and Escalators, which establishes updated safety requirements for older elevator systems. One significant change includes the implementation of Section 3.10.12 – Door Lock Monitoring, which ensures elevators cannot operate if the door interlock or gate switch circuitry is bypassed or fails, enhancing rider safety.

To meet these code requirements, the City's existing elevator system within the staff work area requires upgrades, including installation of compliant door lock monitoring components. Additionally, improvements to the machine room's HVAC, electrical systems, and fire protection are necessary to align with the updated safety standards.

Work is anticipated to begin in September 2025, with an estimated duration of two and a half weeks for completion. These improvements are critical to ensure continued compliance with state safety regulations and to maintain safe and reliable elevator operations within the building.

FISCAL IMPACT

This elevator code compliance project was included in the approved 2025 Capital Improvement Plan (CIP) for City Facilities, with an estimated cost of \$105,000. At this time, the total cost of the two contracts needed to complete the work is \$113,699.73, resulting in an overage of approximately \$8,700. However, sufficient savings have been identified within other 2025 approved CIP projects to absorb this overage. The contractor, MEI Total Elevator Solutions, is part of a state-approved cooperative purchasing contract, which eliminates the need for obtaining a second quote under state statute.

Vendor	Cost
MEI Total Elevator Solutions - Elevator retrofit	\$91,930.73
Hamline Construction - HVAC, electrical & fire safety upgrades	\$21,769.00
TOTAL	\$113,699.73

RECOMMENDATION

Staff recommends approval of the contract with MEI Total Elevator Solutions in the amount of \$91,930.73 and Hamline Construction, Inc in the amount of \$21,769 to update the east elevator at City Hall to meet current code requirements.

ATTACHMENTS

1. Contract with MEI Total Elevator Solutions
2. Contract with Hamline Construction, Inc



MEI

TOTAL ELEVATOR SOLUTIONS

Mankato Office

19336 607th Ave.

Mankato, MN 56001

Phone: (507)245-3060 Fax: (507)245-4198

www.meiusa.com

Date: 3/19/2025

QUOTE NUMBER: 31128 - Rev 1

Elevator Modernization Agreement

EQUIPMENT LOCATION:

INVER GROVE HEIGHTS CITY HALL
8150 BARBARA AVENUE
INVER GROVE HEIGHTS, MN 55077

SUBMITTED TO:

CITY OF INVER GROVE HEIGHTS
8150 BARBARA AVENUE
INVER GROVE HEIGHTS, MN 55077

ELEVATOR DESCRIPTION:

Elevator ID: MN1003707

Description: EAST - ELEV 1

ATTN:

Pat Todd
651-249-8267
ptodd@ighmn.gov

Type of Work: Modernization

This Modernization Agreement ("Agreement") is proposed as of this 19th day of March, 2025 ("Effective Date") between MEI Total Elevator Solutions ("MEI"), and "Customer": CITY OF INVER GROVE HEIGHTS, 8150 BARBARA AVENUE, INVER GROVE HEIGHTS, MN 55077. MEI and Customer are collectively referred to herein as the "Parties" or individually as a "Party". MEI proposes to furnish certain maintenance services to Customer as provided herein.

Scope of Work:

MEI is providing this proposal to perform the following work:

Any and all terms and conditions of this contract are superseded by the terms and conditions of the State of Minnesota E-120(5) Contract #249058

CONTROLLER:

This controller will be non-proprietary meaning that any elevator company will be able to work on it in the future. Engineering and technical support will be available for the vendor of the customers choice. No programming tool will be required.

A non-proprietary affidavit is attached to this proposal and signed by MEI guaranteeing our equipment to be non-proprietary to protect you as the customer

New solid-state microprocessor controller

New solid state motor starter

New solid-state landing system

New Machine Room and Hoistway wiring

FIXTURES:

New in car ADA operating panel with digital position indicator & ADA compliant hands free phone

New emergency car lighting

New direction lantern

New hall stations at all landings

New Cover Plate

MACHINE ROOM EQUIPMENT:

New hydraulic power unit with new motor,pump, valve,silencer & tank

New shut valve as needed

New hydraulic oil

MISCELLANEOUS:

Removal of all decommissioned equipment

Any equipment not specifically included in the scope of work above is to be retained and reused

Permit & inspection included

Due to unprecedented supply chain disruptions, MEI is unable to guarantee an exact start or completion date on this project. MEI will communicate with our materials suppliers and make every effort to meet the desired schedule.

Building Owner to provide code compliant hard wired phone line to the elevator controller in the machine room

NEW DOOR EQUIPMENT:

New non-proprietary solid state door operator

Date: 3/19/2025

QUOTE NUMBER: 31128 - Rev 1

New door clutch as needed
New car gate switch as needed
New electronic light curtain that detects passengers entering or exiting the elevator as needed
New pickup rollers, hanger rollers, gibs and fire tabs on as needed basis to replace all worn ones

NEW HOISTWAY EQUIPMENT:

New pit stop switch as needed
New car top inspection station
New escape hatch switch as needed
New Jack Packing
New car top handrail as needed

PARTS : 35% mark up included
Main Non-Propriety solid state elevator controller/Power Unit ----- \$16,875.73
Hall and Fixtures and Car Station ----- \$ 6,885.00
Hoistway Selector - Landing System----- \$ 4,000.00
Traveler from Controller to Elev Car----- \$ 2,500.00
MISC. Electrical, conduit, Wire, Fixtures----- \$ 1,500.00
Shipping \$ 550.00
SUB TOTAL ----- \$32,310.73
LABOR & PERMIT
Labor 110 hrs x \$525 team rate ----- \$57,750.00
MN State Permit ----- \$ 1,870.00
TOTAL----- \$ 91,930.73

WORK TO BE COMPLETED BY OWNER/OTHERS. (NOT INCLUDED BY MEI):

All work necessary to provide a code compliant hoistway, machine room, electrical service, phone line, ventilation, smoke detectors, sprinklers and the cab finished flooring to complete this installation shall be completed by the owner and/or its subcontractors in accordance with governing codes. The following is a suggested list of items that the Authority Having Jurisdiction (AHJ) will require. Note: this list is a guideline and is not comprehensive for all installations; refer to subcontractors for related work code requirements.

1. GENERAL:
 - a. Code approved hoistway, including any patching or reinforcement to provide fire rating and restore structural integrity
 - b. Code approved machine room with self-closing and self-locking door
 - c. Code approved pit
 - d. Fire Extinguisher in machine room
 - e. Patching and painting, as necessary
 - f. Any other building work required to meet code or any work not specifically included in our proposal
2. ELECTRICAL:
 - a. Smoke detectors/fire service as required by code with dry contacts wired to the elevator controller
 - b. Fire alarm panel as required by code
 - c. Machine room lighting and GFCI convenience outlet
 - d. Pit lighting and GFCI convenience outlet
 - e. 110VAC lockable, code approved disconnect for cab lighting
 - f. Main line disconnect to meet elevator equipment requirements including shunt trip and/or auxiliary contacts as necessary
 - g. Building ground wire to the elevator is required for proper operation
 - h. Dedicated analog phone line and, where required by code, data/high speed internet service piped to the elevator controller
 - i. Any wiring necessary to connect the mechanical systems for HVAC for machine room and hoistway
 - j. Disconnect must have proper ground for controller operation
 - k. Disconnect must have proper sized wire for controller operation
3. SPRINKLER SYSTEM:
 - a. Owner to meet all code requirements as necessary
4. MECHANICAL:
 - a. Sump pump in pit, as required by code
 - b. Hoistway venting and fire damper, as required by code
 - c. HVAC necessary to maintain the machine room and hoistway temperature between an ambient room temperature between 55 and 85 degrees Fahrenheit

Subject to the provisions of this Agreement, MEI will perform the work as described in this section. If Customer requests services not listed, Customer agrees to pay MEI for such additional work at MEI's then-current rates. The Work will be provided pursuant to the terms and conditions in this Agreement and MEI's Terms and Conditions (the "T&C").

Price:

\$91,930.73

Date: 3/19/2025

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The pricing in this agreement is only valid for 45 days from the date listed above.

Payment Terms:

All Modernization Fees are due and payable to MEI on the following schedule:

- 40% of the Modernization Fee is due at the time of signing this Agreement. Customer understands that MEI will not order parts or materials, or schedule the Work, until this payment has been received by MEI.
- 35% of the Modernization Fee will be billed when a majority of the materials have been received. Customer understands that MEI will not schedule the Work until this payment has been received. Customer understands that timing issues may result in needing to expedite this payment.
- The Balance (approximately 25%) of the Actual Modernization Fee will be billed upon completion of the Work. The payment terms for this portion of the Work will be due in Net 30 terms.

If Customer fails or refuses to pay MEI all or any part of the Fees when due, MEI may use any remedy specified in the T&C. Invoices issued under this Agreement for additional work will be billed as the work is performed and are due and payable to MEI on a Net 30-day basis. If, at any time, the Work is terminated by either Party, MEI will issue a final invoice to the Customer. Customer agrees to immediately issue payment to MEI for all work completed up to the termination date.

Agreement Terms

The Term of this Agreement starts when fully executed by both Parties and terminates when the Work is performed by MEI and paid for by Customer. Notwithstanding the foregoing, if Customer has not made any preliminary payment required in Payment Terms within 15 days of signing this Agreement, MEI may terminate this Agreement upon notice to Customer, and without any liability to Customer.

The provision of the Work and payment therefore is subject to, and Customer agrees to be bound by the T&C as published by MEI from time to time, a current copy of which is attached hereto. This Agreement: (i) may be executed in counterparts, including electronic counterparts, each of which shall be deemed an original but all of which shall be deemed one and the same Agreement; (ii) is binding upon and inures to the benefit of MEI and Customer and their respective successors, transferees, or assignees; (iii) together with the T&C, constitutes the entire agreement between the Parties with respect to the subject matter hereof, superseding all prior agreements, representations, communications and understandings, oral or written; and (iv) may not be amended except by a written agreement signed by both Parties. If there is a conflict between the terms of this Agreement, the Proposal and the T&C, the T&C shall govern and supersede the Agreement and the Proposal.

By signing this Agreement, Customer hereby applies for credit and affirms financial responsibility, ability and willingness to pay invoices in accordance with the terms of this Agreement as well as any additional work requested by the Customer which may be done outside this Agreement. The above information is warranted to be true and complete. Customer hereby authorizes MEI to verify and collect information on Customer, including but not limited to bank references, trade credit references, consumer and/or commercial credit reports. Customer agrees to pay: (i) a monthly finance charge equal to the maximum applicable state rate on all past due balances; and (ii) all costs of collection and attorney's fees incurred by MEI arising from any default by Customer under this Agreement. Customer agrees that all decisions with respect to the extension or continuation of credit shall be in the sole discretion of MEI.

Acceptance of Proposal

IN WITNESS WHEREOF, each Party represents that it has caused this Agreement to be executed by an authorized agent or representative who, on the date of such signing, has the necessary authority, corporate, municipal, or otherwise, to bind the Party. By signing below, Customer agrees to engage MEI to perform the Work in accordance with this Agreement and the T&C and agrees to pay for all Work.

(CUSTOMER)

Approved by Authorized Representative

Signed: _____

Date: _____

Print Name: _____

Title: _____

Phone: _____

Email: _____

Name of Company: _____

Customer Purchase Order: _____

Accepted by:

MEI Total Elevator Solutions

Approved by Authorized Representative

Signed: _____

Date: _____

Print Name: Derek Maxson

Title: Account Manager

Phone: 651-391-3400

Email: derek.maxson@meiusa.com



MEI

TOTAL ELEVATOR SOLUTIONS

Mankato Office
19336 607th Ave.
Mankato, MN 56001
Phone: (507)245-3060 Fax: (507)245-4198
www.meiusa.com

Date: 3/19/2025

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☐

Principal, Owner or Authorized Representative or Owner

☐

Agent: _____
(Name of Principal or Owner)

Date: 3/19/2025

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MEI STANDARD EXCEPTIONS/QUALIFICATIONS/NOTES:

- This bid is valid only if a mutually agreeable contract, schedule and completion date can be obtained. Any changes must be seen and agreed to by MEI in writing.
- Installation must begin within six (6) months of contract date, or as shown on the published construction schedule. If installation does not begin within six (6) months of the contract date or as shown on published construction schedule, the project may be subject to an escalation fee for material costs and labor rate increases. Price is subject to change if any customer supplied information changes after booking, or upon review of additional and or updated information.
- If MEI is forced to store elevator equipment in warehouse due to a customer initiated install start date change, the customer will be responsible for additional storage fees.
- MEI does not carry professional liability insurance. Professional liability insurance will not be provided if bid is accepted.
- Our bid is based on timely return of all approved submittal drawings and allowing for manufacturing lead-time of 12 weeks after approvals.
- Exception is taken to any ambiguous, vague, not clearly evident in bid information and/or inexplicit liquidated damage stipulations.
- Exception is taken to retainage in excess of (5%) five percent.
- Exception is taken to any retainage if a performance/payment bond is required.
- Exception is taken to retainage for clean-up.
- Minnesota Elevator has included the necessary mobilization to and from this project in the above bid. If for any reason beyond our control; MEI is forced into additional mobilization on this project, (incomplete hoistway or machine room, lack of power, etc.) a remobilization fee of \$7,500.00 will be charged for each occurrence.
- On-site storage, approximately 20'x25' per elevator adjacent to the hoistway at bottom landing is required. If off-site storage is required, an additional charge will be assessed for the first three months to cover any double handling, storage or re-transportation of elevator material required by the general contractor/owner or agent thereof. After the first three months, an additional monthly charge will be assessed for storage until the material arrives on site.
- Bid includes one inspection per state permit. If more than one inspection is needed due to causes other than MEI, additional charges of then current hourly rate of MEI plus any applicable state re-inspection fees will be assessed.
- This bid does not include any provisions for construction use of the elevator.
- Should temporary service be required it will be provided via a CHANGE ORDER, as requested, per elevator. The Owner/General Contractor will be responsible for operators, protection of the elevator, and restoration costs of the elevator after the temporary service is complete. Owner/General Contractor will also be responsible for any additional inspection, permitting fees, and inspection time involved with the temporary service.
- This bid does not include any provisions for owner instruction and or training
- Certificates for Two million General Liability Insurance and Ten Million Umbrella Insurance coverage will be issued.
- If additional crews are requested and MEI has the resources to accommodate this request there will be a minimum charge of \$7,500.00 (MEI has provided one crew for this bid).
- This bid will become a rider, attachment or addendum to any contract issued.
- Any contract resulting from this bid is conditioned on neither party being liable to the other for any loss, damage or delay due to any cause beyond your or our reasonable control, including but not limited to acts of government, strikes, lockouts, fire, explosion, theft, floods, riot civil commotion, war, malicious mischief or act of God. Under no conditions, shall either party be liable for special, indirect, or consequential damages in contract tort, including negligence, warranty or otherwise, notwithstanding any indemnity provisions to the contrary.
- Permanent power to be provided by others to hoistway and machine room.
- Hoisting beam to be furnished and installed by others.
- Two (2) overhead hoist beams suitable for supporting the weight of the elevator equipment must be sized, furnished and installed by the G.C./customer. Hoist beams may need to be removed after elevator installation is complete, if overhead clearance codes are not met.
- Cutting, patching, grouting and fire caulking will be done by others at no cost to MEI.
- Flooring provided and installed by others.
- Pit floor and walls must be finished and backfilled before we can start.
- GC must provide forklift or appropriate handling equipment to unload MEI equipment at no cost to MEI.
- Barricading to be provided by others. MEI will replace barricade we remove as part of our work.
- Solid barricades at least 8 ft (2.4 m) high shall be supplied and installed by the G.C., customer, or owner to fully enclose work areas, open hoistways and escalator wellways. Barricades shall be properly secured to avoid unauthorized access from the general public.
- Disposal of construction debris and packaging resulting from this installation or removal will be by others.
- MEI will place debris in dumpster or other receptacle provided and paid for by others or as reasonably directed.

Disposal Contaminated Oil or Hydraulic Fluid (as applicable):

MEI will not be responsible for the disposal of any contaminated soil or hydraulic fluid that is removed from the cylinder hole. We will also not be responsible for any required clean up costs, fines or penalties that may result from this oil loss. Notification of the EPA and inspection of the ground soil is the responsibility of the owner, if they elect to do so.

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Jack Hole Clause (as applicable):

- If the jack ceases to move during the removal process period of eight (8) hours, additional labor and specialty equipment required to move the jack will be performed on a time and material basis.
- Indoor Drilling - The hydraulic jack replacement is based on the existing jack hole being plumb and cased to prevent the Jack hole from collapsing once the existing jack is removed. If we encounter such conditions that hinder us from installing the new jack as noted in the aforementioned assumption, and indoor drilling is necessary, we will stop work and notify you immediately. Upon execution of a change order, with the cost and additional time being outlined and agreed to by purchaser, we will resume work
- If problems with the original construction of the jack hole exist (not deep enough, not plumb, not cased, concrete obstruction, flowing water or any obstruction prohibiting clean out and installation of new jack) additional work will be performed on a time and material basis.
- If ground water becomes a problem in the elevator pit during the jack replacement process, it will be the responsibility of the owner to address the issue so that work can continue. The contractor is not responsible for any water problems.
- Charge out rates applying to this Hole Clause are a per hour rate of \$250 per man plus materials
- The price of the driller and any related materials required will be in addition to our labor charges listed above

We will notify you prior to enacting this clause should it become necessary.

Date: 3/19/2025

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MEI TERMS AND CONDITIONS ("T&C")

1. Purchase and Payment. Pursuant to the applicable Repair Agreement, purchase order or quote (collectively, "Agreement"), Customer agrees to purchase the parts, machinery or equipment (collectively, "Product") or Work described in the Agreement. Except as defined herein, all capitalized terms have the meaning ascribed to them in the Agreement. Customer agrees to pay all sums specified in the Agreement within 2 days of the due date, without any deduction or setoff. MEI reserves the right to add all applicable taxes as prescribed by law. Customer shall pay any and all of Customer's third-party vendor fees, such as, but not limited to accounts receivable / payable administrators. All credit card payments made by Customer may be subject to the addition of credit card processing fees. If customer elects to pay MEI by credit card, Customer agrees to these fees. Customer agrees to receive MEI's invoices electronically, and if Customer requires other delivery, shall pay MEI's then-current delivery fee.

2. Standard Warranty. MEI warrants that any new Product, including materials and equipment to be furnished as part of the Product or Work, shall be of good quality, in conformance with all legal requirements, and will be free from defects in material and workmanship for twelve (12) months from the date of installation (the "Standard Warranty"). Any refurbished parts, if available, carry a warranty that such parts shall be of good quality and free from defects in materials and workmanship for a period of ninety (90) days from installation. This Standard Warranty shall not apply to: (i) any Product that has been subject to misuse, misapplication, neglect (including without limitation improper maintenance and storage), accident, improper installation, modification (including without limitation use of unauthorized parts or attachments), adjustment or repair; or (ii) damage, loss, or diminution of or to any Product related to normal wear and tear, or usage of wear parts. (iii) damage caused by disasters such as fire, flood, wind, lightning, electrical surge or power outage; (iv) corrosion from exposure to liquids or atmospheres; (v) any parts or components installed or modified by a non-MEI mechanic after the completion of the Work; or (vi) Customer's failure to properly clean or care for the Product after completion of the Work. Notwithstanding any contrary provision or agreement, MEI's maximum liability for Products, whether in contract, negligence, or strict liability in tort, is limited to the repair or replacement of the Product at issue, or the parts thereof.

3. Repair Terms and Conditions. Customer shall: (i) cooperate with MEI in all matters relating to the Work, and respond promptly to MEI's request to provide direction, information, approvals, authorizations and decisions; and (ii) obtain and maintain all necessary permits related to the equipment; and provide all wiring prints and diagrams and a copy or version of the controller software. Customer agrees to provide MEI with full immediate access to all areas of Customer's facility in which the elevator(s) and associated equipment is located in order to perform the Work in the Agreement. Failure to provide such access will result in the Fees being earned and payable by Customer, even if the applicable Work is not completed. Customer shall provide a clear and accessible machine room(s) and elevator pit area(s) for the Work to be completed. The machine room and elevator pits must be free from water, debris and stored materials. MEI is not responsible or liable for personal injury or property damage due to the action or failure of any part of the elevator equipment during testing. If subsequent repairs are necessary to obtain proper operation of the equipment to meet the requirements of these tests, such work will be proposed at additional cost under separate work order. Any testing of emergency/standby power systems that require immediate completion will be billed at current charge out rates and in addition to the Repair Fee. In accordance with OSHA requirements, Customer shall inform MEI and its employees who will perform work activities in areas which contain ACM and/or PACM of the presence and location of ACM and/or PACM in such areas which may be contacted during work before entering the area. Other than as expressly disclosed in writing, Customer warrants that MEI's work area at all times meets applicable OSHA permissible exposure limits (PEL's). Notwithstanding anything contained to the contrary within this bid or contract: (a) MEI's work shall not include any abatement or disturbance of asbestos containing materials (ACM) or presumed asbestos containing materials (PACM); (b) Any work in a regulated area as defined by Section 1910 or 1926 of the Federal OSHA regulations is excluded from MEI's scope of work without an applicable change order to reflect the additional costs and time; (c) MEI shall have the right to discontinue its work in any location where suspected ACM or PACM is encountered or disturbed, and the time period specified in the bid or contract for MEI to complete its work shall be extended until the same is abated; and (d) Any asbestos removal or abatement, or delays caused by such, required in order for MEI to perform its work shall be the Customer's sole responsibility and expense. After any removal or abatement, Customer shall provide documentation that the asbestos has been abated from the MEI work area and air clearance reports shall be made available upon request prior to the start of MEI's work.

4. Limitations. Unless directly resulting from MEI's gross negligence or willful misconduct, nothing herein or in the Agreement shall be construed to mean that MEI assumes any liability for any accidents or injury to persons or property. Customer retains all liability and responsibility for accidents or injuries to any person or property while riding on or being in or about the subject elevators or related equipment.

(a) **DAMAGES.** IN NO EVENT SHALL MEI OR ANY OF ITS EMPLOYEES, OFFICERS, MANAGERS, DIRECTORS, OWNERS, SUCCESSORS OR ASSIGNS BE LIABLE UNDER THE AGREEMENT OR THESE T&C TO CUSTOMER OR ANY THIRD PARTY FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL OR PUNITIVE DAMAGES, INCLUDING ANY DAMAGES FOR BUSINESS INTERRUPTION, LOSS OF USE, DATA, REVENUE OR PROFIT, WHETHER ARISING OUT OF BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, REGARDLESS OF WHETHER SUCH DAMAGES WERE FORESEEABLE AND WHETHER OR NOT CUSTOMER WAS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

(b) **MAXIMUM LIABILITY.** EXCEPT WHERE A LIABILITY DIRECTLY RESULTS FROM MEI'S GROSS NEGLIGENCE OR WILLFUL MISCONDUCT, WITHOUT LIMITING THE PROVISION OF SECTION 4(a), IN NO EVENT SHALL MEI'S AGGREGATE LIABILITY EXCEED, WITH RESPECT TO PRODUCTS OR SERVICES, THE GREATER OF: (I) \$25,000; OR (II) THE TOTAL AMOUNT PAID TO MEI PURSUANT TO THE AGREEMENT IN THE TWELVE-MONTH PERIOD PRECEDING THE EVENT GIVING RISE TO THE CLAIM. The prior sentence limiting liability and damages is a material part of the Agreement, and MEI would not have sold the Product or provided the Services on terms as favorable to Customer as set forth in the Agreement.

(c) **EXCLUSIVE REMEDY.** CUSTOMER'S SOLE REMEDY WITH RESPECT TO PRODUCTS SHALL BE THE STANDARD WARRANTY, AND MEI'S SOLE LIABILITY SHALL BE COMPLIANCE WITH THE STANDARD WARRANTY.

Date: 3/19/2025

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5. Indemnification. Each Party (as "*Indemnifying Party*") shall indemnify, defend and hold harmless the other Party and its officers, managers, directors, employees, successors and assigns (collectively, "*Indemnified Party*") against all losses, damages, liabilities, claims, actions, judgments, settlements, awards, costs, or expenses of whatever kind, including reasonable attorneys' fees, actually incurred by Indemnified Party or actually awarded against Indemnified Party, resulting from: (i) breach or non-fulfillment of any representation, warranty or covenant under the Agreement by Indemnifying Party, its employees or agents; (ii) any negligent or more culpable act or omission of Indemnifying Party and its employees and agents (including without limitation reckless or willful misconduct) in connection with the performance of its obligations under the Agreement; (iii) bodily injury, death of any person or damage to real or tangible personal property caused by the negligent or more culpable acts or omissions of Indemnifying Party, its employees or agents (including any reckless or willful misconduct); or (iv) any failure by Indemnifying Party to comply with any applicable federal, state or local laws, regulations or codes in the performance of its obligations under the Agreement. Notwithstanding the foregoing, MEI shall not be obligated to indemnify any Customer Indemnified Party if the loss or damage arises from or relates to breach of the Agreement by, or negligence or misconduct of, Customer or its employees, agents, managers, representatives or contractors.

6. Default. An event of default ("**Event of Default**") under the Agreement or these T&C shall occur upon the occurrence of all or any one of the following events: (i) Customer does not pay any amount due to MEI under the Agreement; (ii) Customer ceases doing business as a going concern; (iii) Customer makes an assignment for the benefit of its creditors or admits in writing to its inability to pay its debts as they become due; (iv) Customer files, or has filed against it, a petition in bankruptcy or for its reorganization, arrangement, composition or readjustment under any state insolvency law or Customer liquidates all or a substantial part of its assets not in the ordinary course of its business, dissolves or takes other similar action; or (v) Customer shall default in the performance of any of its obligations arising under the Agreement, these T&C, any service schedule, or any other agreement between Customer and MEI, and such default is not cured within fifteen (15) days of MEI providing notice of same. MEI shall not be default of this Agreement unless and until Customer has notified MEI in writing of the alleged default, and MEI has had thirty (30) days to remedy the alleged default.

7. Remedies. Upon the occurrence of any Event of Default, MEI may at its option and without notice or demand, exercise all or any one of the following remedies: (a) upon written notice to Customer, terminate this Agreement and any other agreement between Customer and MEI; and/or (b) take additional action as may be appropriate to mitigate additional damages to MEI; The foregoing remedies are cumulative and may be exercised successively or concurrently.

8. Assignment. MEI may without the consent of Customer, assign MEI's rights and obligations under the Agreement, and may subcontract any portion of MEI's performance of the Agreement to a third-party. Customer may not assign the Agreement or otherwise transfer its rights or obligations under the Agreement to any third-party without the prior written consent of MEI. In the event of the sale, lease, assignment or other transfer of Customer's facility described herein, Customer agrees to disclose in writing to such successor the Agreement, and if all of Customers' obligations under the Agreement are not assumed in writing by such successor, Customer agrees to continue to be bound by the terms hereof.

9. Governing Law; Venue. The validity, construction and performance of the Agreement and these T&C shall be governed by and construed in accordance with the law of the state where the Services are performed, without reference to any choice of law principals, but the specific performance provisions and right of MEI to seek injunctive relief for Customer's breach of the covenants contained herein may also be enforced in any other state wherever such breach occurs, and in accordance with the laws of such other state, to the extent necessary to secure enforcement in such other jurisdiction.

10. Force Majeure. MEI shall not be liable for any failure of performance hereunder due to causes beyond its reasonable control, including but not limited to: act of God, fire, flood, earthquake, terrorist act, national emergency, war, strike, lock-out, change in law, work stoppage or other labor difficulty, action or inaction of an independent third party utilized in providing the Services, or unavailability of materials.

11. Waiver of Jury Trial. Each Party agrees that any controversy that may arise under the Agreement, including schedules attached to the Agreement, is likely to involve complicated and difficult issues and, therefore, each Party irrevocably and unconditionally waives any right it may have to a trial by jury in respect of any legal action arising out of or relating to the Agreement, or the transactions contemplated hereby.

12. General Provisions. The following sections of the T&C shall survive termination or expiration of the Agreement: 2, 3, 4, 5, 6, 7, 9, 10, 11, and 12. The relationship of the parties created by the Agreement is that of independent contractors and not partners, joint ventures, agents, or otherwise. No waiver by either Party of any right under, or breach of, any provision of the Agreement shall be construed as a waiver of any continuing or succeeding breach of such provision or right. The Agreement these T&C: (i) are binding upon and inure to the benefit of MEI and Customer and their respective successors, transferees, or assignees; and (ii) constitute the entire agreement between the Parties with respect to the subject matter of the Agreement, superseding all prior agreements, representations, communications and understandings, oral or written. A determination that any provision of the Agreement is invalid or unenforceable shall not affect the other provisions of the Agreement. The Agreement may not be amended or modified except by a written agreement signed by both Parties. In the event of a conflict between the main body of the Agreement and these T&C, these Agreement will take precedence, and shall supersede and be controlling over the T&C. By accepting delivery of the Products or Services, Customer is also agreeing to these T&C. Except for the money due upon an open account, no action may be brought for any breach of the Agreement or these Terms and Conditions more than one (1) year after the accrual of such cause of action. Customer agrees to receive invoices, notices and other communications under this Agreement at the address listed in the Agreement until Customer notifies MEI in writing of any changes in mailing address. Failure to notify MEI of any address changes does not change the delivery status of delivered invoices or other notices. Customer agrees to promptly notify MEI of any billing errors and understands that its failure to notify MEI does not change the due date or payment status of an invoice.



1901 Oakcrest Ave. W. Ste.10 Roseville MN 55113

Phone: (651) 646-2935 Fax: (651) 646-6806

5/5/2025

To: Derek Maxson - MEI

RE: Inver Grove Heights City Hall Elevator MOD - Simplex Hydro / 2 Stops
8150 Barbara Ave. E.
Inver Grove Heights, MN

Derek,

Thank you for the opportunity to bid this project for you. After reviewing the jobsite, we propose to provide all permits, labor, tools, materials, equipment, and supervision to complete the "related work" for the elevator modernization project. The work we will perform is listed below.

Machine Room

Provide and install required elevator equipment room signage to meet code.
Provide and install new machine room HVAC as required per code.
Patch machine room walls and ceiling as required to meet code.
Pipe and wire new controller from existing disconnect with true earth ground.
**Elevator contractor responsible for proper sizing of the RSM symmetrical amperes rating of new elevator controller.*
Provide necessary lighting, switch and GFI's in machine room.
Provide phone pipe to controller. Dedicated phone line to machine room by others.
Wire car lights.
Provide necessary fire alarm equipment for automatic recall and connect to new elevator controller.
Provide on generator signal from existing transfer switch to new elevator controller.

Hoist way/Pit

Patch holes or voids in hoist way walls/ceiling created by new elevator equipment.
No HW venting provisions expected or included.
Provide and install GFCI outlet in pit.
Provide and install hoist way lighting in pit to achieve 10 FC at pit floor.
Provide switch for lighting.
No water remediation work included in this proposal. If work is required it will be handled via change order.
**Car will need to be spotted by elevator contractor for pit work at no cost to Hamline Construction.*

Lobbies

Provide necessary fire alarm equipment for automatic recall and connect to existing FACP.
Programming and testing for fire service included.
Standard color, surface mount wire mold if required.
This FA plan is subject to the approval by the Fire Marshall.
No fixture cutting included in this proposal as claimed by elevator local #9.
Fixture patching included for fire rating. No finishes included.

Note:

If the AHJ requires additional work not included in this proposal it will be completed on a change order basis.
If additional lobby lighting required by AHJ, it will be completed by others, unless otherwise noted in this proposal.
This proposal is based on new horse power being no greater than existing.
This proposal does not include testing and/or the removal of Lead/asbestos or any other hazardous materials.
If RMS rating on new elevator equipment is undersized for existing circuit(s), any additional work required will be handled on a change order basis.
All work to be performed during regular working hours (7 a.m. to 3:30 p.m.).
Offer expires 30 days from bid proposal date.

Car top time:

2 car top hours are required at no charge to Hamline Construction Inc.

All of the work listed above for the price of:

Twenty One Thousand Seven Hundred Sixty Nine Dollars \$21,769.00

Dave Trudeau

Dave Trudeau
Hamline Construction Inc.

Date: 5/5/2025

To accept this proposal, Please sign and date below and return along with 30% down for the described work. Progress billing every 30 days

Accepted By: _____

P.O. Number _____

Date: _____



Request for Council Action

SUBJECT: Charitable Gambling Permit for U of M Ducks Unlimited Bingo & Raffle

MEETING DATE: May 27, 2025

ITEM TYPE: Consent Agenda

CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED

The Council is asked to approve a Charitable Gambling Exempt Permit for U of M Ducks Unlimited to hold bingo and a raffle at the Loyal Order of the Moose Lodge #1088, located at 5927 Concord Blvd, on June 8, 2025.

BACKGROUND

The University of Minnesota Ducks Unlimited, a non-profit group, raised funds for conservation, restoration and management of wetlands and associated habitats for North America's waterfowl. They are seeking to hold bingo and a raffle at the Moose Lodge in Inver Grove Heights on Sunday, June 8, 2025. Proceeds from this fundraiser will benefit wetland conservation.

FISCAL IMPACT

N/A

RECOMMENDATION

Staff recommends approval of the attached LG220 Application for Exempt Permit for U of M Ducks Unlimited.

ATTACHMENTS

1. LG220 Exempt Gambling Permit

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Ducks Unlimited U of M chapter mn0323

Previous Gambling Permit Number: X- 92226

Minnesota Tax ID Number, if any: _____

Federal Employer ID Number (FEIN), if any: _____

Mailing Address: 1218 Vista Dr

City: Burnsville State: mn Zip: 55337 County: Dakota

Name of Chief Executive Officer (CEO): Alex M Ereness

CEO Daytime Phone: 6513418405 CEO Email: Amereness@ducks.org

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☒ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): loyal order of the moose 1008

Physical Address (do not use P.O. box): 5927 Concord BLVD

Check one:

☒ City: Inver Grove heights Zip: 55076 County: Dakota

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): 06/08/2025

Check each type of gambling activity that your organization will conduct:

☒ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

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

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
☐ The application is acknowledged with no waiting period. ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city). ☐ The application is denied.	☐ The application is acknowledged with no waiting period. ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days. ☐ The application is denied.
Print City Name: _____	Print County Name: _____
Signature of City Personnel: _____ Title: _____ Date: _____	Signature of County Personnel: _____ Title: _____ Date: _____
The city or county must sign before submitting application to the Gambling Control Board.	
TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.) Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date: _____	

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Alex Mereness Date: 05/08/2025
(Signature must be CEO's signature; designee may not sign)

Print Name: Alex Mereness

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
 A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

_____ a copy of your proof of nonprofit status; and
 _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

Questions?
 Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the	application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-	ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.
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How You May Spend Gambling Funds	How You May Not Spend Gambling Funds
Allowable expenses - Gambling funds may be spent for allowable expenses, such as: • gambling equipment (pull-tabs, bingo paper, bingo blower, paddlewheel tickets, tipboard games); • advertising; • printing raffle tickets; or • any services or goods that are directly related to the conduct of your gambling. Charitable contributions - Gambling funds may be spent for the following charitable contributions (lawful purpose): • to or by 501(c)(3) organization and 501(c)(4) festival organizations; • relieving the effects of poverty, homelessness, or disability; • problem gambling programs approved by the Minnesota Department of Human Services; • public or private nonprofit school; • scholarships (if a contribution is made to a scholarship fund, it must be made to a nonprofit organization whose primary mission is to award scholarships); • church; • recognition of military service (open to public or active military personnel in need); • activities and facilities benefiting youth under age 21; • citizen monitoring of surface water quality, with data submitted to Minnesota PCA; • unit of government (NOTE: A direct contribution to a law enforcement or prosecutorial agency is not allowed); • wildlife management projects or activities that benefit the public-at-large, with DNR approval; • grooming and maintaining snowmobile or all-terrain trails that are grant-in-aid trails, or other trails open to public use, with DNR approval; • supplies and materials for DNR training and educational programs; • nutritional programs, food shelves, and congregate dining programs primarily for persons who are 62 or older or disabled; • community arts organizations or programs; • humanitarian service recognizing volunteerism or philanthropy; and • acquisition and repair of real property and capital assets (contact the Gambling Control Board for requirements).	1. Controlled contribution - An organization may not retain any control over any contribution made from gambling funds. The only exception is for expenditures by a 501(c)(3) organization or a 501(c)(4) festival organization to its general fund. 2. Financial gain - A contribution or expenditure may not be made if it results in any monetary, economic, financial, or material benefit to the organization making the contribution or expenditure. 3. Government - An expenditure may not be made for: • influencing the nomination or election of a candidate for public office; • promoting or defeating a ballot question; or • any activity intended to influence an election or a governmental decision-making process. 4. Law enforcement - A direct contribution may not be made to a law enforcement or prosecutorial agency. 5. Pension - A contribution may not be made to a government pension or retirement fund, such as a fire relief association. 6. Conflict of interest - A contribution or expenditure may not be made if it is not allowed under the conflict of interest provisions of the Minnesota Nonprofit Corporation Act, Minnesota Statutes, Section 317A.255. 7. Alcohol - An expenditure may not be made for the purchase of any intoxicating liquor, wine, or malt beverages. 8. Fundraising - An expenditure may not be made for fundraising costs, except as allowed for a 501(c)(3) organization or 501(c)(4) festival organization from its general fund. 9. Other organizations - With few exceptions, gambling funds may not be contributed to other organizations or clubs such as veterans, fraternal, Lions, etc. unless it is a 501(c)(3) organization. 10. Other contributions - A contribution may not be made to a 501(c)(3) organization or another entity with the intent or effect of not complying with lawful purpose restrictions or requirements.

BINGO AND RAFFLE – Checklist for Excluded/Exempt Permits

The purpose of this form is to help your organization conduct excluded/exempt gambling in compliance with the requirements listed below. Exempt and Excluded activities cannot be conducted in the same calendar year. The five forms of lawful gambling are bingo, paddlewheels, pull-tabs, raffles and tipboards. Detailed information regarding each requirement is available by clicking on the following links [in blue italics]: 1) applicable statutes and rules; 2) the [Lawful Gambling Manual](#); 3) the online class, “[Conduct of Raffles](#)”; and 4) the [phone number and email address](#) of your county’s Licensing (license, permits and leases) and Compliance (conduct and reporting) Specialists.

Check Box	RAFFLES
	1. Tickets are printed in accordance with MN Rule 7861.0310 .
	2. Tickets contain the sequential number of the raffle ticket. Theatre style tickets may be used. (349.173)
	3. A list of prizes and a statement of other relevant information is made available to ticket purchasers. (349.173)
	4. The organization must pay in full or otherwise become the owner of all prizes prior to the raffle drawing, except for raffles with gross receipts of \$60 or less. (7861.0260)
	5. A merchandise certificate is used when a prize requiring registration or licensure (guns, cars, ATVs, etc.) is offered. (7861.0260)
	6. Prizes must not consist of lawful gambling equipment including raffle tickets for another raffle. (7861.0260)
	7. The total value of lawful gambling prizes awarded (use fair market value for donated prizes) does not exceed \$50,000 in a calendar year. (349.166)
	8. Cash must not be substituted for merchandise prizes that have been won. (7861.0260 Subp. 4C(2))
	9. Alcohol is only awarded as a prize to persons who demonstrate that they are 21 years of age or older. (340A.707)
	10. Only cash, personal checks, cashier’s checks, money orders, travelers’ checks, and debit cards may be accepted for the purchase of tickets (NO CREDIT CARDS – NO INTERNET SALES). (349.2127) (7861.0260)
	11. The method of winner selection cannot be manipulated or based on the outcome of an event not under the organization’s control. (349.173)
	12. Persons are not required to be present at a raffle drawing to be eligible to win. (349.173) (7861.0310)
	13. Raffle tickets are not sold to or won by persons under age 18. (349.181) (7861.0310)
	14. Purchasers are not required to buy anything other than the ticket. (349.173) (7861.0310)
	15. Clear and legible house rules in accordance with MN Rule 7861.0310 are prominently posted at the point of winner selection.
	16. An exempt permit financial report (LG220A) must be submitted to the Gambling Control Board within 30 days of the gambling occasion. (349.166)
	BINGO
	1. Clear and legible house rules in accordance with MN Rule 7861.0270 are prominently posted at the point of winner selection.
	2. House rules include the policy on declaring bingo and last number called. (7861.0270 Subp. 2A(1))
	3. House rules include the reasons for potentially cancelling bingo occasions. (7861.0270 Subp. 2A(1))
	4. All sales must be on a cash basis and take place at the permitted premises during or immediately prior to the bingo occasion. (NO CREDIT CARDS – NO INTERNET SALES) (7861.0270 Subp. 5B(1))
	5. Bingo paper must not be offered for free or discounted unless the price is reduced with a coupon. (7861.0270 Subp. 5B(7))
	6. Bingo balls must be available for inspection by at least one player before the occasion begins to determine that all are present and in operating condition. (7861.0270 Subp. 3A)
	7. No reservation of bingo cards or bingo paper for any person (7861.0270 Subp. 3F)
	8. Bingo records (including bingo program) must be kept for 3½ years. (7861.0270 Subp. 11)
	BINGO AND RAFFLES
	1. Gambling records must be kept for 3½ years. (7861.0310)
	2. Gambling funds may only be spent for allowable expenses and lawful purposes. (349.12 Subd. 3a) (349.12 Subd. 25) (mn.gov/gcb/faq-exemptexcluded.html) and (mn.gov/gcb/assets/infosheetspendinggamblingfunds.pdf)



Request for Council Action

SUBJECT: **Resolution Amending the Final PUD Development Plan for Peltier Reserve**

MEETING DATE: May 27, 2025

ITEM TYPE: Consent Agenda

CONTACT: Jason Ziemer, Community Development Director, 651-450-2546

ACTION REQUESTED

The City Council is asked adopt the attached Resolution, approving an amendment to the Final Planned Unit Development Plan for Peltier Reserve, allowing a reduction in units for the Yellow Tree apartment development from 242 to 217 units and a corresponding reduction in the parking requirement from 381 to 354 parking spaces.

BACKGROUND

Black Tree LLC, doing business as Yellow Tree Development (the “Developer”), received approvals to construct a 242-unit, four-story, market-rate apartment building (the “Development”) on a 4.44-acre property located at the southwest corner of Agate Trail and 70th Street (the “Subject Property”). The Subject Property, legally described as Lot 1, Block 13 of Peltier Reserve, was created with the Peltier Reserve plat.

Previous City Council actions related to this Development include:

- May 10, 2021: Preliminary Plat and Preliminary Planned Unit Development (“PUD”), per Resolution No. 2021-149, and Rezoning to PUD, per Ordinance No. 1407.
- August 9, 2021: Final Plat, Final PUD Development Plan, Development Contract, SWFMA and Agreements for the Plat of Peltier Reserve, a 125-Lot, 12 Outlot Plat, per Resolution No. 2021-215.
- April 8, 2024: Preliminary PUD Amendment and Final PUD, per Resolution No. 2024-067.
- May 6, 2024: Modified Utility Connection Fees, per Resolution No. 2024-088.

Following the aforementioned approvals, the Developer temporarily paused the Development. Then, earlier this year, the Developer contacted City staff requesting a reduction in the number of units in the approved apartment building. The original PUD Development Plan for Peltier Reserve identified 180 apartment units. On April 8, 2024, the City Council approved an increase to 242 units. The Developer is now seeking a reduction to 217 units. The building plan, as revised, will include a mix of studio, alcove, 1-bedroom, 2-bedroom and 3-bedroom units for a total of 269 total bedrooms across the proposed 217 individual units. If approved, the reduction in units would also impact the number of parking spaces required.

Land Use & Zoning

The Subject Property is currently guided both **Mixed Use** and **Low Density Residential**, per the

2040 Comprehensive Plan, and zoned **PUD**. The overall Peltier Reserve development, which the Subject Property was initially included with, has a guiding of Mixed Use, Low Density Residential and Medium Density Residential; and is zoned PUD.

Proposed PUD Amendment

As cited above, the Developer is seeking to reduce the total number of apartment units from 242 to 217, which would reduce the total number of bedrooms in the apartment building from 298 to 269. A comparison of the previously approved 242-unit plan to the proposed 217-unit building shows the following changes to the bedroom composition:

- 5 fewer studio units
- 1 extra one-bedroom unit
- 3 extra one-bedroom + den units
- 10 extra two-bedroom units
- 6 fewer three-bedroom units

The building plan is still four stories above ground with two levels of underground parking. The highest point of the building would be 48 feet above the underground parking structure. In areas where the parking structure is partially exposed, the building height would measure 62 feet, 2 inches above ground. Height determination by City Code is based on the typical grade elevation. The building height complies with the original PUD as approved – average building height of 52 feet – and is not proposed to be amended with the requested action. Building materials and design also remain the same as previously presented and approved.

Parking Amendment

Resolution No. 2024-067, approved by the City Council on April 8, 2024, established a minimum parking standard for the Development of 381 spaces. Of those, at least 289 spaces were to be located underground. The approved parking ratio equaled 1.57 spaces per unit. By comparison, Northwest Area PUD standards require 1.87 stalls per unit, meaning without the previously approved waiver, the Development would have needed 454 parking stalls. With the reduction in total units and bedrooms, the revised Development plan shows 354 parking stalls; the corresponding parking ratio equals 1.65 stalls per unit. Thus, the Developer is increasing available parking spaces per unit from what was previously approved.

Planning Commission Review & Recommendation

On May 6, 2025, the Planning Commission conducted the required Public Hearing for the PUD amendment to reduce the number of units and parking spaces. No public comments were received during the hearing. Following the hearing, the Commission unanimously recommended to the City Council approval as presented.

FISCAL IMPACT

N/A

RECOMMENDATION

Both City staff and the Planning Commission recommend approval of the amendment to the Planned Unit Development for the Yellow Tree development, reducing the number of units and parking spaces.

ATTACHMENTS

1. Resolution_Amended Final PUD Development Plan_Yellow Tree_05-27-2025

2. Location Map_Yellow Tree
3. Narrative_Yellow Tree PUD Amendment_04-01-2025
4. Architectural Plans_Yellow Tree_PUD Amendment_04-01-2025_8x11

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. 2025-_____

**RESOLUTION APPROVING A SECOND AMENDMENT TO THE
FINAL PUD DEVELOPMENT PLAN FOR PELTIER RESERVE,
ALLOWING A REDUCTION IN UNIT COUNT & PARKING SPACES
FOR THE YELLOW TREE APARTMENT PROJECT**

WHEREAS, the Final PUD Development Plan for Peltier Reserve (“Development Plan”), as approved by the Inver Grove Heights City Council (“Council”) on August 9, 2021, per Resolution No. 2021-215, included plans for a 180-unit apartment building on the lot legally described in Exhibit A; and,

WHEREAS, on April 8, 2024, the City Council passed Resolution No. 2024-067, approving an amendment to the Development Plan, allowing an increase in the number of apartment units from 180 to 242 and established a minimum requirement of 381 parking spaces for the apartment project; and,

WHEREAS, Black Tree, LLC, on behalf of Silver Tree, LLC (“Owner), dba Yellow Tree Development (“Developer”), requested an amendment to the Development Plan, reducing the number of apartment units from 242 to 217 and reducing the number of parking spaces from 381 to 354; and,

WHEREAS, pursuant to Minnesota Statute §462.357 (“Statute”) the Inver Grove Heights Planning Commission (“Commission”) held a Public Hearing (“Hearing”) on May 6, 2025 to receive public comment on and consider a request from the Developer for an amendment to the Development Plan as stated herein; and,

WHEREAS, notice of the Hearing was posted at City Hall, published in the City’s official newspaper, and mailed to all owners of affected properties, as required by Statute; and,

WHEREAS, no verbal or written comments were received for or against the amendment to the Development Plan at or before the Hearing; and,

WHEREAS, following the Hearing, the Commission unanimously recommended approval of amendment to the Development Plan, allowing for a reduction in the number of apartment units and parking spaces as stated herein.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, MINNESOTA, the Amendment to the Final PUD Development Plant for Peltier Reserve is hereby approved, authorizing the reduction in the number of apartment units from 242 to 217 and the reduction in the minimum number of parking spaces required from 381 to 354.

BE IT FURTHER RESOLVED, all other conditions, requirements and terms of Resolution No. 2024-067, as approved by the City Council on April 8, 2024, shall remain in full force and effect, except for as amended by this Resolution.

Approved by the City Council of Inver Grove Heights this 27th day of May, 2025.

Brendia Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

EXHIBIT A

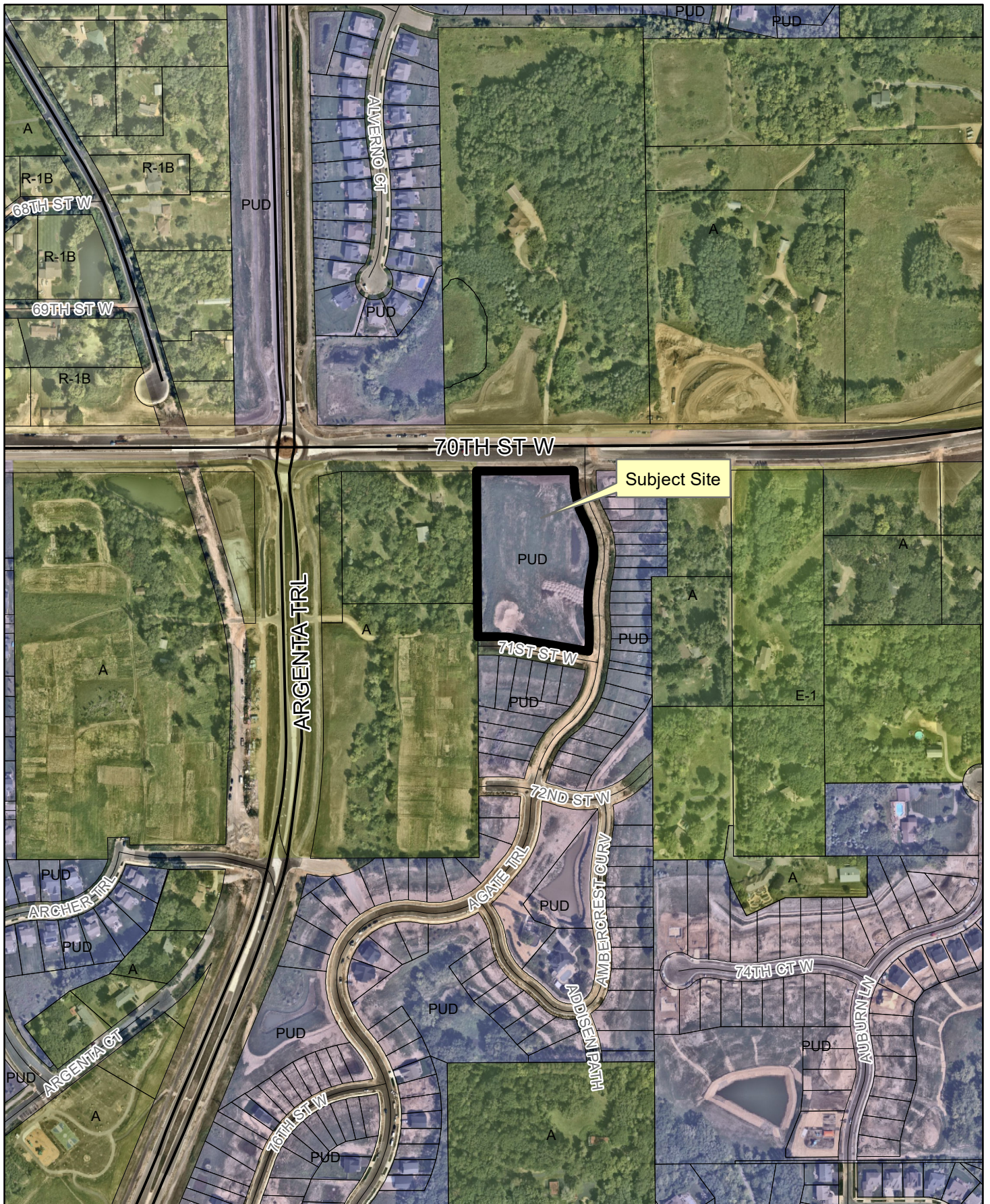
**YELLOW TREE DEVELOPMENT
LEGAL DESCRIPTION**

Lot 1, Block 13, Peltier Reserve, Dakota County, Minnesota



Location Map

Case No. 24-08PUD





March 31, 2025

Jason Ziemer, City Planner

Community Development

8150 Barbara Avenue

Inver Grove Heights, MN 55077

RE: Peltier Reserve – Multifamily

Project Description:

The proposed project is part of the Peltier Reserve development and is located at 70th Street West and Agate Trail. This site is part of an overall planned development and is just one component of the originally approved PUD documents. The proposed building would be a 4-story market-rate apartment building, which is the same use as the originally proposed use. The overall unit count of the original PUD was 306 units consisting of 126 single family lots and 180 apartment units. The proposed plan increases the apartment unit count to 217 units, which we understand to be under the overall allowed density allowed per the Land Use Map for Mixed Use, Medium, and Low-Density Residential uses.

The building proposed will be four stories, with two levels of below grade parking. The building will contain a total of 217 market rate units, with a mix of studio, alcoves, 1-, 1 bedroom den, 2-, and 3-bedroom units per the mix below. Note: Alcove units are a hybrid between a one bedroom and a studio where the units have a bed alcove area inside the unit. The range of units will provide for a diverse mix of household types, and different levels of rent. Although each unit type would attract a mix of tenants, we have found that some general trends do exist for the make-up of the residents. The residents in the smaller units would generally be a traditional younger renter starting out that wants to be in the community. The larger one-bedroom units and the one-bedroom units with dens tend to appeal to a more established single person, sometimes with part-time children, often working from home, especially with the dens. There are two-bedroom units that would appeal equally to young couples, or roommates. The three-bedroom units would generally appeal to young families. We have also included some upscale penthouse-style units on the fourth floor.

DEVELOPER | INVESTOR | BUILDER

Yellow Tree Construction Services • 1834 East 38th Street • Minneapolis, MN • 55407

Unit Type and Mix

	Size range in sq.ft.	Count	Percent
Studios	410-500	3	1%
Alcoves	530-600	29	13%
One bedroom	635-780	102	47%
One Bedroom with Den	800-1000	39	18%
Two Bedroom	985-1350	36	17%
Three Bedroom	1260-1495	8	4%

Total Bedrooms = 269

Building amenities include a sky lounge with a roof deck, fitness center, yoga studio, package center, work from home stations, and community rooms with a kitchen and gaming areas. Potential outdoor amenities include a pool and amenity deck with turf area for yard games and volleyball, patio spaces, grilling stations, and a sauna.

Final phase of the original PUD:

The proposed development is the final part of the original approved PUD. The roadway access, overall stormwater management, and density had been identified in the originally proposed planning. The current proposal is within the basic parameters. The original plan had densities for 36.5 acres for up to 4 units per acre, and 7.56 acres for up to 12 units per acre, and the current 4.44 acre site that was approved at 180 units or 40.54 units per acre. This arrives at a total capacity of 416 units. The plan developed 121 single-family lots allowing for 295 units of development. The current plan is less than this allocation at 242 total units.

Natural Area and Open Space:

Natural area and open space was provided per ordinance 1148 as a part of the original PUD. The proposed development is consistent with the original proposal and meets the standard per the original approved PUD.

Building Design and Materials:

The building is oriented with four distinct legs. The design breaks up the mass of the building and shortens the length of the long exterior wall. The design also creates a courtyard area at the front of the building, and a courtyard area on the southwest corner of the building. The southwest corner would contain the more active amenity spaces such as the pool area, sauna, volleyball, and grilling stations. These areas have direct access to the common amenities on the first floor of the building. The courtyard at the front of the building provides green space and amenity for the front of the building, and the residences that surround this area. This will allow tree growth within the courtyard reducing the overall visual impact of the building. The front door is located at this center courtyard area and is highlighted by a covered canopy enhancing the front door look of the building. A canopy also highlights the roof terrace and roof deck at the front of the building. The fourth-floor units at this front section are set back about ten feet to add interest and reduce the visual impact toward Agate Trail. The shape of the building was intended to reduce the mass and the impact on the

southern portion of the site as transitioning from County Road 70 to the single-family units toward the south of the overall development. The building on the south property line has been reduce to only 72' of exposure, minimizing the impact to the neighbors to the south. This is also the portion of the building with a setback on the fourth floor.

Building materials will consist primarily of cement board in a lap siding profile, along with flat panel cement board, brick, burnished concrete block, composite widows, and prefinished aluminum trim and accent panels. Brick is located at the front of the building and on the corners facing Agate Trail and County Rd. 70.

Height: The proposed project is four stories tall, over two levels of underground parking. The above ground portion of the building is generally 48'-0" above the parking. Most of the parking is below grade, however, there are some exposed areas of the below grade parking levels. On the south and east sides, most of the building is below grade. On the west side the natural grade slopes and approximately two feet of the garage is exposed on the south end and ten feet is exposed on the north end. The north end is the most exposed and at this location the building height is 62'- 2" above grade. The average height is approximately 52'-0" above average grade. There is also an elevator overrun, and a parapet that helps to screen mechanical units that is an additional 5' above the roof deck.

Lot Area: 193,585 Square Feet

Building Metrics:

	MINIMUM
Front yard setback at Agate Trail	35'-0"
Side yard setback at 71st	21'-0"
Side yard setback at 70	6'-0"
Rear yard setback	34'-10"
Floor Area Ratio	1.08
Average Height (feet)	52'

TOTAL AREA ABOVE GRADE = 209,120 Square Feet

	AREA
LOWER LEVEL 2	48,190 SF
LOWER LEVEL	48,190 SF
LEVEL 1	53,730 SF
LEVEL 2	52,830 SF
LEVEL 3	52,830 SF
LEVEL 4	49,730 SF
TOTAL	305,500 SF

Site Access and Parking:

The site has three access points. Two access points are located on Agate Trail, and one access point is located from 71st St. W. The main access on Agate will access the front door and 67 parking stalls. These 67 stalls are intended for visitor and guest parking. This drive access connects to the entrance on 71st St, providing a full loop for access. There is also a turn-around loop in the center of the site to aid in drop-off and pick-up, and on-site deliveries. The secondary access from Agate Trail is intended for residents giving access to the underground parking areas. Most of the site traffic would circulate to County Road 70.

There are a total of 356 parking stalls proposed. 268 stalls are enclosed in two levels of underground parking. These stalls are for residents only. The surface area consists of 88 parking stalls. These stalls would be a mix of visitor parking as well as resident parking.

In suburban areas we have found that the appropriate level of parking is measured by the number of bedrooms. Typical parking ratios do not account for differences in unit sizes, thus a studio apartment would have the same parking requirement as a three bedroom apartment when looking at a per unit parking requirement. We have also found that when most parking requirement standards were implemented, the typical market for apartments was predominately two- and three-bedroom apartments (roughly 2/3 of the total). The current market for apartments, and this proposal is for smaller units. The proposed plan has 61% studio and one-bedroom units, and 39% two- and three-bedroom units. This proposed development has a total of 269 bedrooms.

The proposed plan provides 268 enclosed parking stalls for 269 bedrooms. Nearly every unit will have an enclosed stall for every bedroom in their unit. We have proposed a few less as two- and three-bedroom units often have children, and to account for a standard vacancy rate of about 3%. We do recognize that some of the units will have multiple drivers, while some of the units will have multiple drivers that share a car. Additionally, there are 86 on-site parking stalls. This brings the overall parking ratio to 1.64 stalls per unit, and 1.31 stalls per bedroom. (The parking ration is an increase from the original PUD with a ratio of 1.57 stalls per unit, and 1.28 stalls per bedroom.)

We believe this parking ratio is more than sufficient to meet the needs of the development. Parking is not only expensive, but additional parking would take up valuable greenspace. Meeting the parking need or our residents is of critical importance to us as not having enough would be a detriment to leasing, and therefore we need to make sure that there is enough parking while conserving greenspace. Based on our own properties, and evaluation of the overall market, resident demands, and parking use we know that a ratio of one stall per bedroom is sufficient. We are proposing 1.31 stalls per bedroom as a safety factor.

PARKING RATIOS

	SURFACE	LOWER LEVEL ONE	LOWER LEVEL TWO	TOTAL	RATIO PER BEDROOM	RATIO PER UNIT
ENCLOSED STALLS	-	137	131	268	.99	1.24
SURFACE STALLS	86	-	-	86	.32	.40
TOTAL	86	137	131	354	1.31	1.64

Please find the attached traffic memo from a planning consultant regarding parking ratios.

The first level of underground parking has access from the north parking area with a 20' ramp up to the parking. The lowest level of parking also has access from the north parking area with an enclosed ramp going down into the lowest level.

Storm water management

There is an existing pond area on the site that is being used for this site as well as other portions of the overall PUD development. The stormwater capacity and treatment of this pond will be relocated in part to an underground storage chamber, and to a new pond along the north portion of the site. Please refer to the civil engineering plans.

Please let me know if any of the items need additional information or clarifications.

Sincerely,

Robb Lubenow

Owner

Yellow Tree Development

Peltier Reserve - Multifamily

INVER GROVE HEIGHTS, MN 55077



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PROJECT LOCATION

BIKE RACK TYPE	QTY	BIKES
WALL RACK	173	346

PARKING LEVEL	#
LOWER LEVEL 2	136
LOWER LEVEL 1	87
TOTAL PARKING	354

UNIT TYPE	#
1BR	100
1BR+D	36
2BR	8
2BR+D	10
ALCOVE	29
STUDIO	3
TOTAL UNITS	217

LEVEL	AREA
LOWER LEVEL 2	48,090 SF
LOWER LEVEL 1	54,080 SF
LEVEL 2	53,830 SF
LEVEL 3	53,830 SF
LEVEL 4	52,560 SF
GRAND TOTAL	315,070 SF

UNIT TYPE	#
1BR	23
1BR+D	9
2BR	6
2BR+D	2
ALCOVE	7
LEVEL 2	49
1BR	27
1BR+D	10
2BR	10
2BR+D	2
ALCOVE	6
STUDIO	1
LEVEL 3	58
1BR	27
1BR+D	10
2BR	10
2BR+D	2
ALCOVE	6
STUDIO	1
LEVEL 4	58
1BR	23
1BR+D	10
2BR	10
2BR+D	2
ALCOVE	6
STUDIO	1
TOTAL UNITS	217

TYPE	AREA	TYPE	AREA
LOWER LEVEL 2		LEVEL 3	
CIRCULATION	528 SF	1BR	18,980 SF
PARKING	46,934 SF	1BR+D	8,800 SF
UTILITY	630 SF	2BR	12,818 SF
	48,092 SF	2BR+D	2,610 SF
LEVEL 2		ALCOVE	4,247 SF
1BR	1,735 SF	CIRCULATION	5,455 SF
PARKING	44,358 SF	STUDIO	415 SF
TRASH/RECYCLE	816 SF	TRASH	235 SF
UTILITY	705 SF	UTILITY	620 SF
	48,193 SF		53,827 SF
LEVEL 1		LEVEL 4	
1BR	16,062 SF	1BR	18,980 SF
1BR+D	7,993 SF	1BR+D	9,020 SF
2BR	9,697 SF	2BR	12,178 SF
2BR+D	2,614 SF	2BR+D	2,603 SF
ALCOVE	4,150 SF	ALCOVE	3,897 SF
CIRCULATION	5,759 SF	CIRCULATION	5,275 SF
COMMON AREA	7,270 SF	COMMON AREA	353 SF
TRASH	235 SF	SKY DECK	1,075 SF
UTILITY	302 SF	DAY KITCHEN	455 SF
	54,082 SF	SPEAKEASY	370 SF
LEVEL 3		STUDIO	415 SF
1BR	18,980 SF	TRASH	237 SF
1BR+D	8,800 SF	UTILITY	381 SF
2BR	12,818 SF	W/C	68 SF
2BR+D	2,610 SF		52,047 SF
ALCOVE	4,247 SF		315,062 SF
CIRCULATION	5,455 SF		
STUDIO	415 SF		
TRASH	235 SF		
UTILITY	620 SF		
	53,827 SF		



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INVER GROVE HEIGHTS, MN 55077

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REGISTRATION NO: 23570

Collage | architects
Architects
Pete Keely
651.472.0059
708 15th Avenue NE
Minneapolis, MN 55413

Civil Engineer
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Phone
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City, State, Zip

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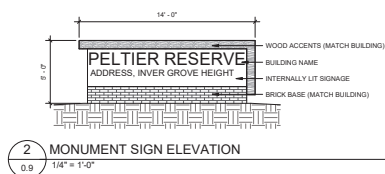
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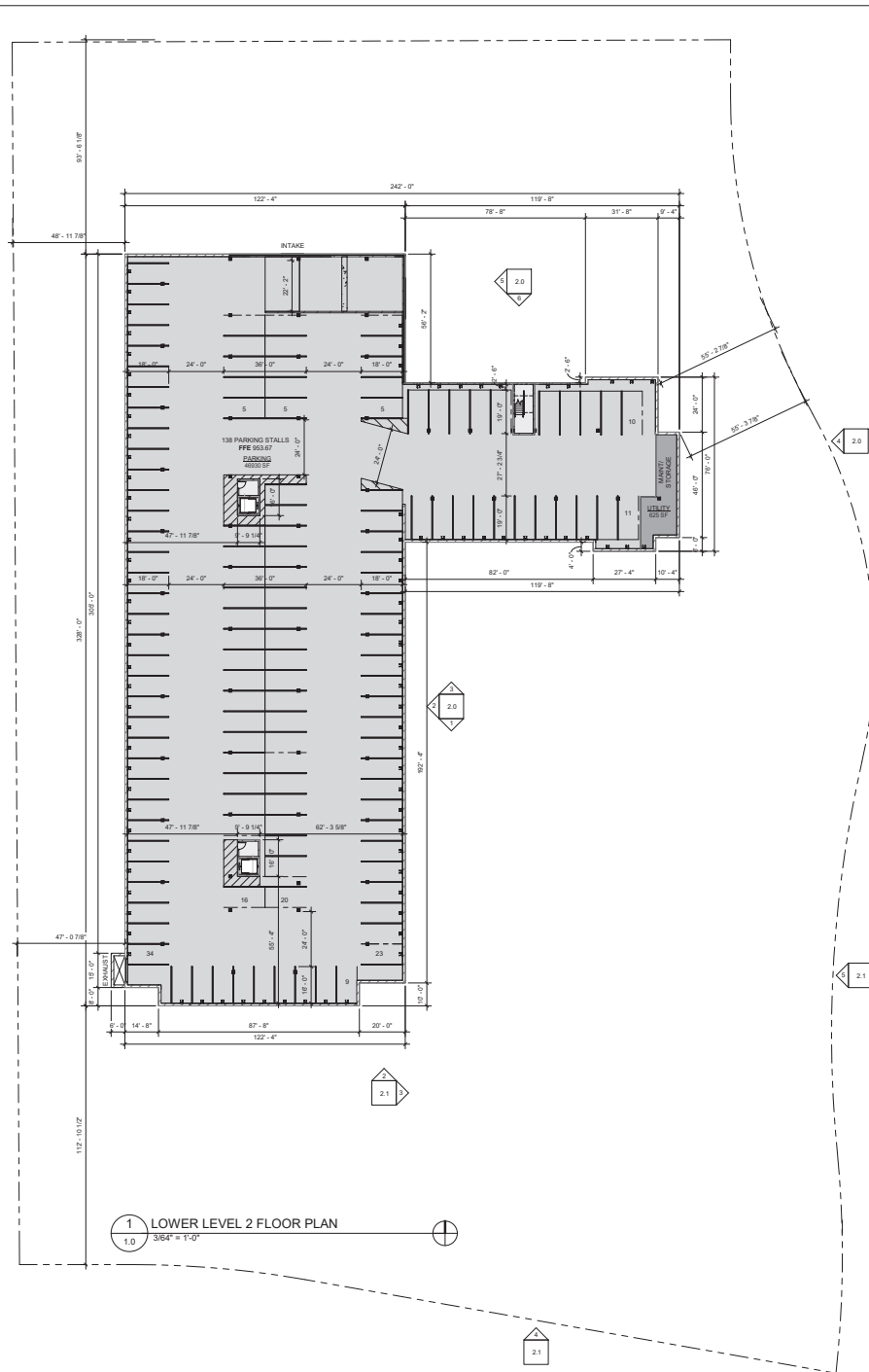
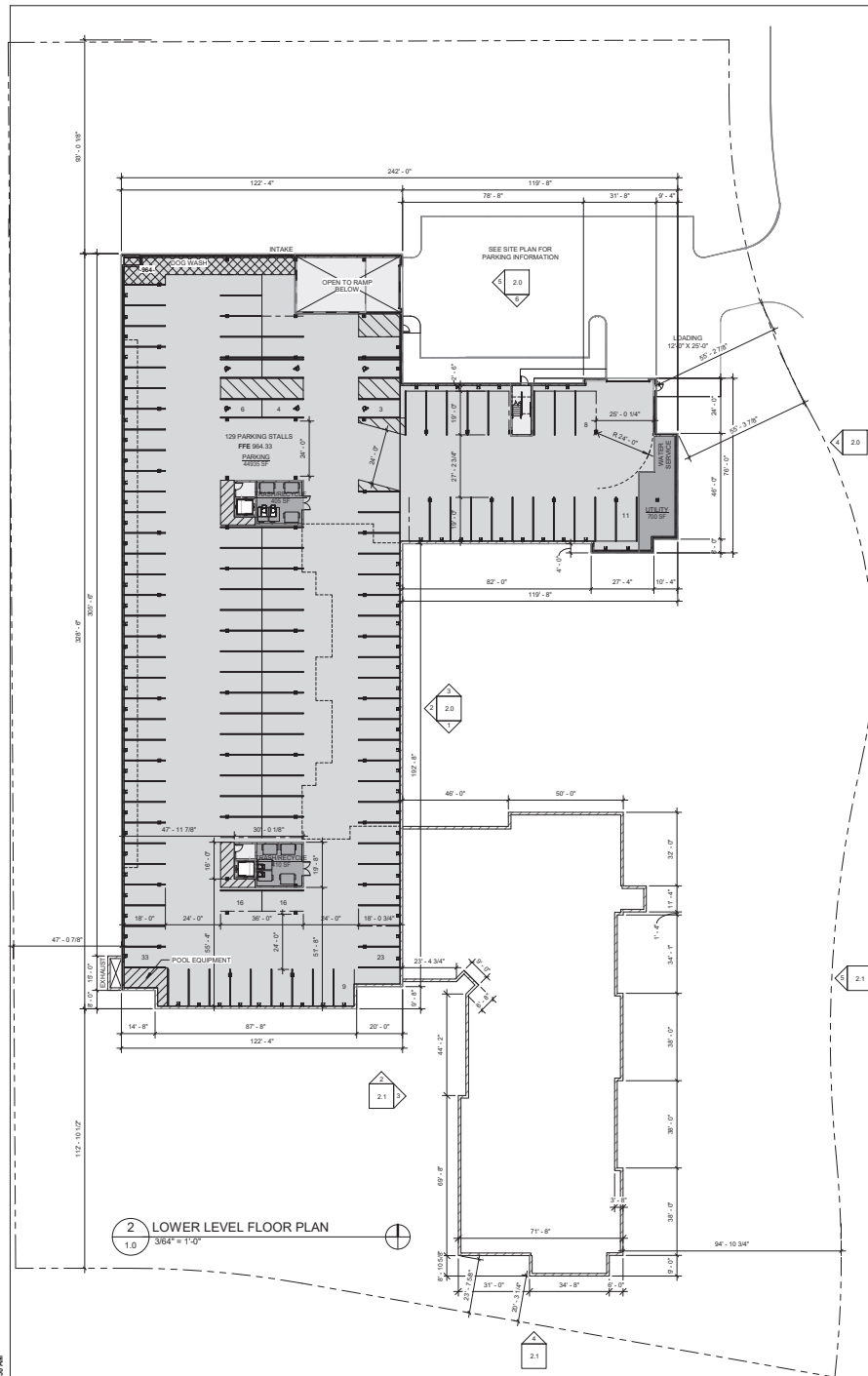
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10. *Journal of the American Medical Association*, 2000; 283: 2686-2692.

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Collage | architects

Pete Keely
651.472.0050

700 15th Avenue NE
Minneapolis, MN 55413

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FOR

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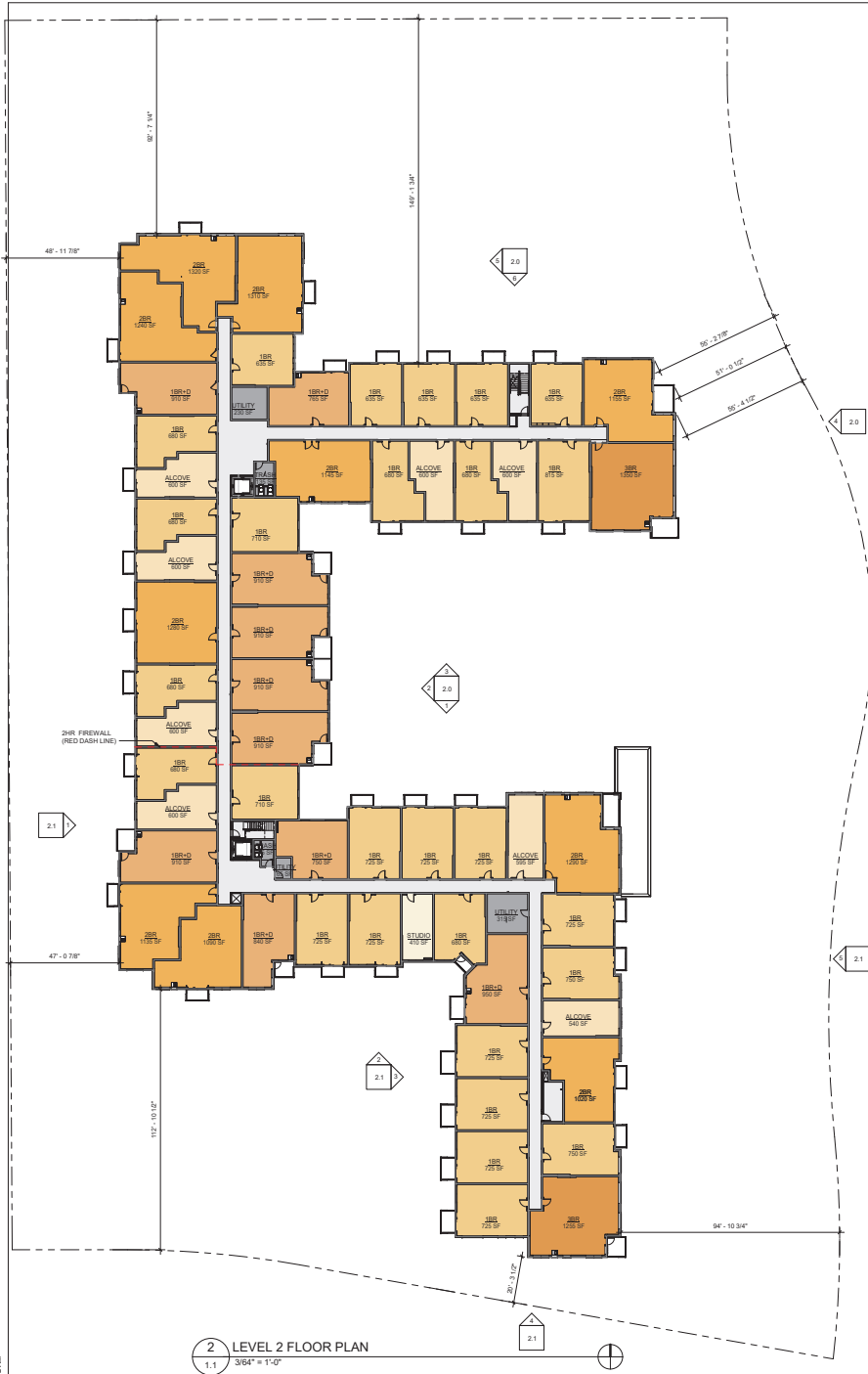
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FLOOR PLANS

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REGISTRATION NO: 23570

Collage | architects
Architects
Pete Keely
651.472.0059
708 15th Avenue NE
Minneapolis, MN 55413

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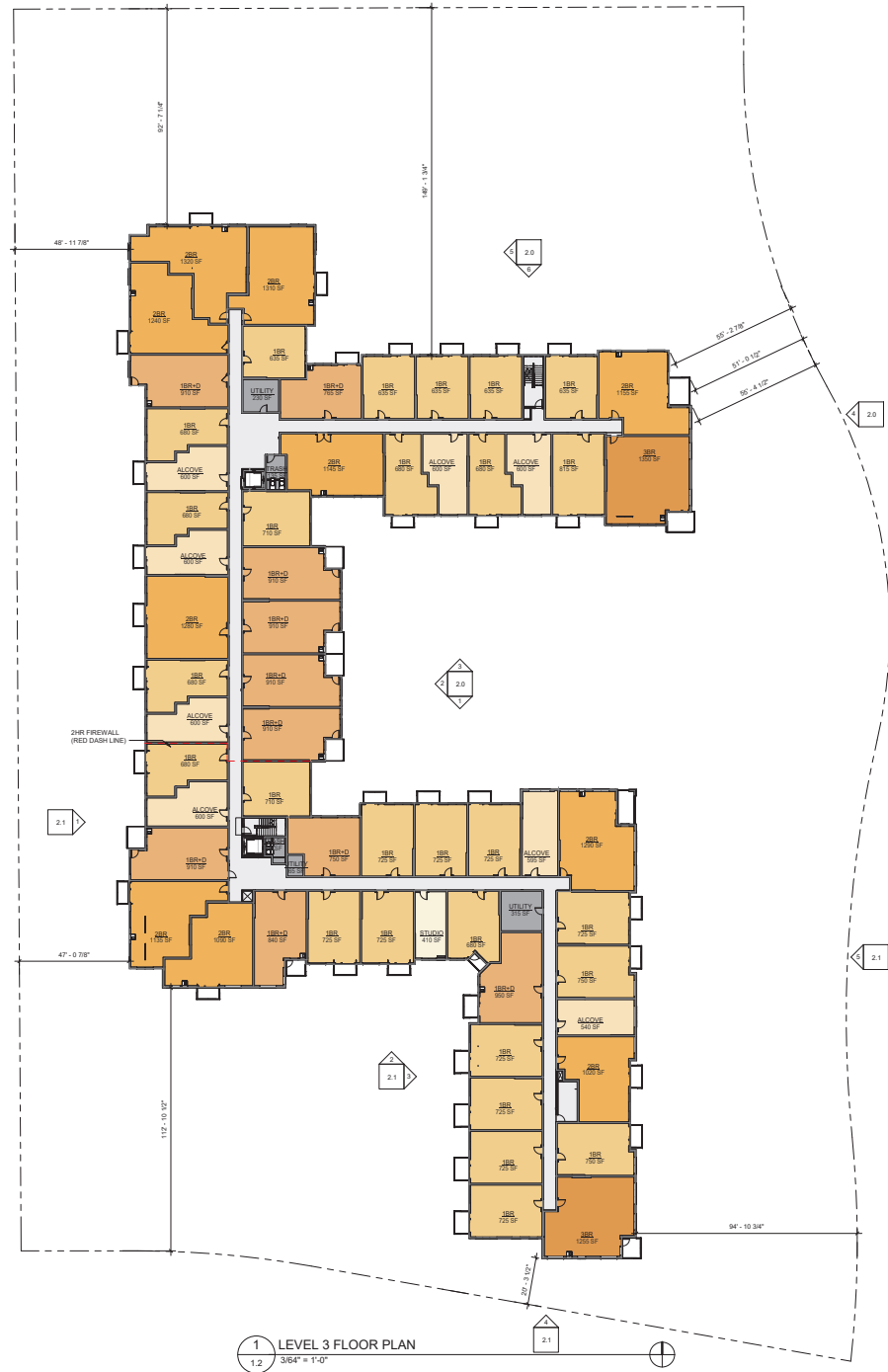
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FLOOR PLANS

1.1

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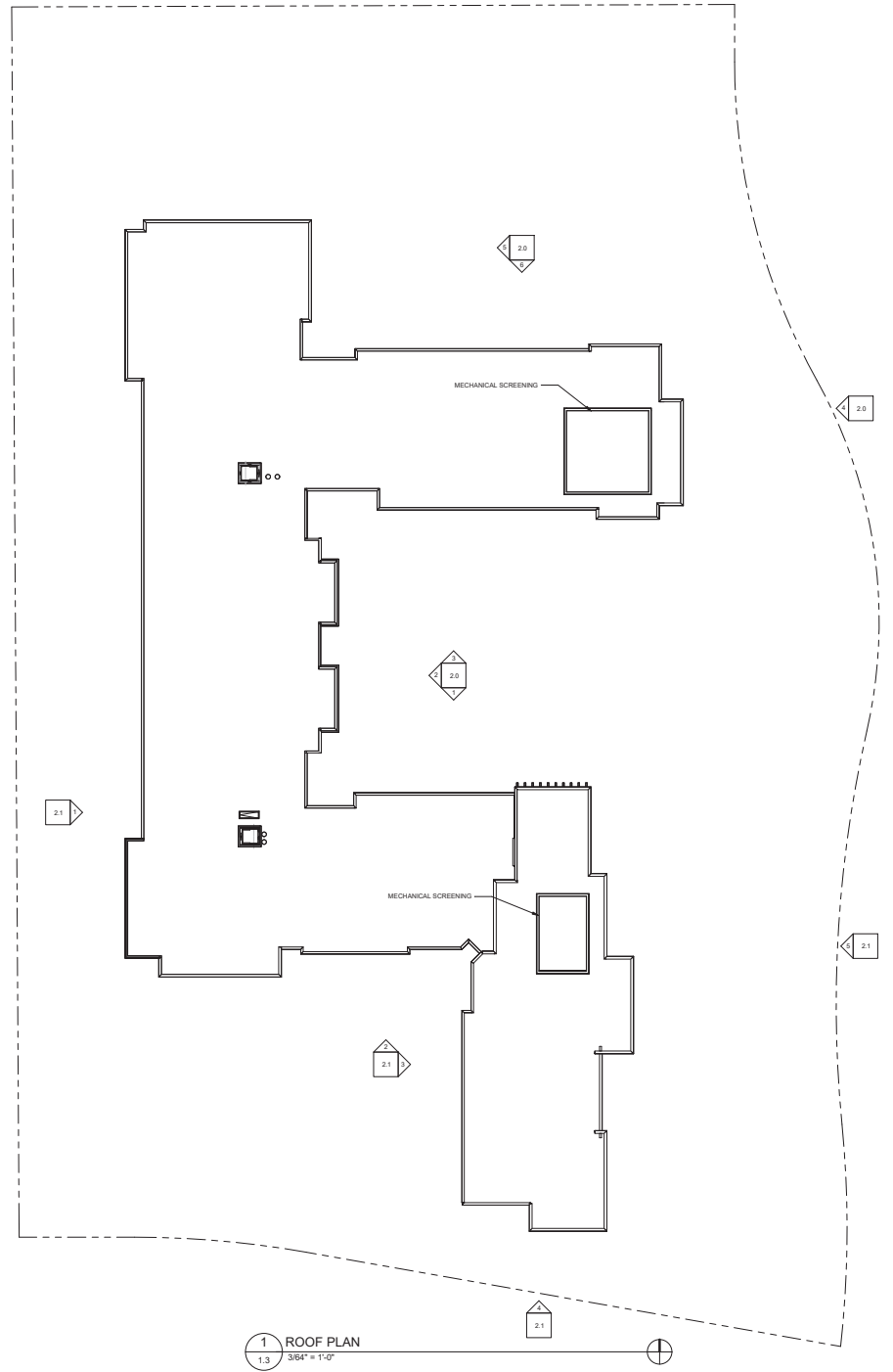
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FLOOR PLANS

1.3



1 NORTH COURTYARD ELEVATION
2.0 3/32" = 1'-0"

2 EAST COURTYARD ELEVATION
2.0 3/32" = 1'-0"

#	MATERIAL
D4A	BRICK MASONRY
D4B	ARCHITECTURAL CONCRETE BLOCK
D4H	CAST STONE HEADERSILL
D5C	ALUMINUM TRUSS PAINT
D5E	ALUMINUM BALCONY w/ ALUMINUM RAIL
D5F	ALUMINUM RAIL POWERCOAT VERTICAL PICKET w/ DOUBLE TOP RAIL
D5J	ALUMINUM TP SCREENING POWERCOAT
D5A	METAL CORNING PREFINISHED COLOR DARK
D7B	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7C	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7D	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7E	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7F	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7G	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7H	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7I	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7J	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7K	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7L	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7M	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7N	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7O	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7P	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7Q	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7R	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7S	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7T	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7U	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7V	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7W	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7X	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7Y	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D7Z	FIBER CEMENT BOARD AND BATTEN PAINT COLOR GRAY REVEALS AND TRIM AS SHOWN
D8A	ALUMINUM DOOR PREFINISHED
D8B	ALUMINUM DOOR PREFINISHED
D8C	ALUMINUM DOOR PREFINISHED
D8D	ALUMINUM DOOR PREFINISHED
D8E	ALUMINUM DOOR PREFINISHED
D8F	ALUMINUM DOOR PREFINISHED
D8G	ALUMINUM DOOR PREFINISHED
D8H	ALUMINUM DOOR PREFINISHED
D8I	ALUMINUM DOOR PREFINISHED
D8J	ALUMINUM DOOR PREFINISHED
D8K	ALUMINUM DOOR PREFINISHED
D8L	ALUMINUM DOOR PREFINISHED
D8M	ALUMINUM DOOR PREFINISHED
D8N	ALUMINUM DOOR PREFINISHED
D8O	ALUMINUM DOOR PREFINISHED
D8P	ALUMINUM DOOR PREFINISHED
D8Q	ALUMINUM DOOR PREFINISHED
D8R	ALUMINUM DOOR PREFINISHED
D8S	ALUMINUM DOOR PREFINISHED
D8T	ALUMINUM DOOR PREFINISHED
D8U	ALUMINUM DOOR PREFINISHED
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D8W	ALUMINUM DOOR PREFINISHED
D8X	ALUMINUM DOOR PREFINISHED
D8Y	ALUMINUM DOOR PREFINISHED
D8Z	ALUMINUM DOOR PREFINISHED
D9A	ALUMINUM DOOR PREFINISHED
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D9H	ALUMINUM DOOR PREFINISHED
D9I	ALUMINUM DOOR PREFINISHED
D9J	ALUMINUM DOOR PREFINISHED
D9K	ALUMINUM DOOR PREFINISHED
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D9M	ALUMINUM DOOR PREFINISHED
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D9O	ALUMINUM DOOR PREFINISHED
D9P	ALUMINUM DOOR PREFINISHED
D9Q	ALUMINUM DOOR PREFINISHED
D9R	ALUMINUM DOOR PREFINISHED
D9S	ALUMINUM DOOR PREFINISHED
D9T	ALUMINUM DOOR PREFINISHED
D9U	ALUMINUM DOOR PREFINISHED
D9V	ALUMINUM DOOR PREFINISHED
D9W	ALUMINUM DOOR PREFINISHED
D9X	ALUMINUM DOOR PREFINISHED
D9Y	ALUMINUM DOOR PREFINISHED
D9Z	ALUMINUM DOOR PREFINISHED
D0A	ALUMINUM DOOR PREFINISHED
D0B	ALUMINUM DOOR PREFINISHED
D0C	ALUMINUM DOOR PREFINISHED
D0D	ALUMINUM DOOR PREFINISHED
D0E	ALUMINUM DOOR PREFINISHED
D0F	ALUMINUM DOOR PREFINISHED
D0G	ALUMINUM DOOR PREFINISHED
D0H	ALUMINUM DOOR PREFINISHED
D0I	ALUMINUM DOOR PREFINISHED
D0J	ALUMINUM DOOR PREFINISHED
D0K	ALUMINUM DOOR PREFINISHED
D0L	ALUMINUM DOOR PREFINISHED
D0M	ALUMINUM DOOR PREFINISHED
D0N	ALUMINUM DOOR PREFINISHED
D0O	ALUMINUM DOOR PREFINISHED
D0P	ALUMINUM DOOR PREFINISHED
D0Q	ALUMINUM DOOR PREFINISHED
D0R	ALUMINUM DOOR PREFINISHED
D0S	ALUMINUM DOOR PREFINISHED
D0T	ALUMINUM DOOR PREFINISHED
D0U	ALUMINUM DOOR PREFINISHED
D0V	ALUMINUM DOOR PREFINISHED
D0W	ALUMINUM DOOR PREFINISHED
D0X	ALUMINUM DOOR PREFINISHED
D0Y	ALUMINUM DOOR PREFINISHED
D0Z	ALUMINUM DOOR PREFINISHED



3 SOUTH COURTYARD ELEVATION
2.0 3/32" = 1'-0"

4 EAST ELEVATION A
2.0 3/32" = 1'-0"



5 EAST ELEVATION B
2.0 3/32" = 1'-0"

6 NORTH ELEVATION
2.0 3/32" = 1'-0"



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Peta Keely
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Firm
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Phone
Street
City, State, Zip

DATE: 04.03.2025

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PROJECT NO: Project Number

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SHEET TITLE

ELEVATIONS

2.0



1 WEST ELEVATION
2.1 3/32" = 1'-0"

#	MATERIAL
D4A	BRICK MASONRY
D4D	ARCHITECTURAL CONCRETE BLOCK
D4H	CAST STONE HEADER/BILL
D5C	ALUMINUM TRUSS PAINT
D5E	ALUMINUM BALCONY W/ ALUMINUM RAIL, POWDERCOAT, VERTICAL PICKET W/ DOUBLE TOP RAIL
D5F	ALUMINUM RAIL, POWDERCOAT, VERTICAL PICKET W/ DOUBLE TOP RAIL
D5J	ALUMINUM TYP SCREENING, POWDERCOAT
D7A	METAL COPING, PREFINISHED, COLOR: DARK
D7B	FIBER CEMENT BOARD AND BATTEN, PAINT COLOR: GRAY, REVEALS AND TRIM AS SHOWN
D7C	FIBER CEMENT BOARD AND BATTEN, PAINT COLOR: GRAY, REVEALS AND TRIM AS SHOWN
D7D	FIBER CEMENT CAP SIDING, PAINT COLOR: WHITE
D7E	FIBER CEMENT CAP SIDING, PAINT COLOR: CREAM
D7F	FIBER CEMENT CAP SIDING, PAINT COLOR: WOOD TRIM
D7G	FIBER CEMENT TRIM, PAINT COLOR: DARK
D7H	FIBER CEMENT TRIM, PAINT COLOR MATCH SURROUND
D7K	METAL FLASHING, PREFINISHED, COLOR MATCH BRICK
D7L	METAL FLASHING, PREFINISHED, COLOR: CREAM
D8C	ALUMINUM DOOR, PREFINISHED
D8E	FIBERGLASS INSULATED PATIO DOOR
D8F	COMPOSITE GLASSING PATIO DOOR
D8H	ALUMINUM STOREFRONT
D8J	COMPOSITE WINDOW
D8P	OVERHEAD DOOR, INSULATE
D9A	COVER COLOR MATCH SURROUNDING



2 SOUTH ELEVATION A
2.1 3/32" = 1'-0"



3 WEST ELEVATION B
2.1 3/32" = 1'-0"



4 SOUTH ELEVATION B
2.1 3/32" = 1'-0"

5 EAST ELEVATION C
2.1 3/32" = 1'-0"



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ELEVATIONS

2.1



EAST VIEW



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SHEET TITLE

RENDERINGS



SOUTH-EAST VIEW



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SHEET TITLE

RENDERINGS



SOUTH-WEST VIEW



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INVER GROVE HEIGHTS, MN 55077

DATE: 04.03.2025
I HEREBY CERTIFY THAT THIS PLAN
SPECIFICATION OR REPORT WAS PREPARED
BY ME OR UNDER MY DIRECT SUPERVISION
AND THAT I AM A DULY LICENSED ARCHITECT
UNDER THE LAWS OF THE STATE OF
MINNESOTA.

PTFR KFPI Y
REGISTRATION NO: 23570

Collage | architects
Architects
Pete Keely
651.472.0059
708 15th Avenue NE
Minneapolis, MN 55413

Civil Engineer
Firm
COR
Phone
Street
City, State, Zip

DATE: 04.03.2025

ENTITLEMENTS

REVISIONS:
No. Date Description

PROJECT NO: Project Number
DRAWN BY: Author
CHK'D BY: Checker

SHEET TITLE

RENDERINGS



SOUTH-WEST VIEW



www.collagearchitects.com

Peltier Reserve - Multifamily

INVER GROVE HEIGHTS, MN 55077

DATE: 04.03.2025
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ENTITLEMENTS

REVISIONS:

No.	Date	Description
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PROJECT NO:	Project Number
DRAWN BY:	Author
CHECKED BY:	Checker

SHEET TITLE

RENDERINGS

3.3



Request for Council Action

SUBJECT: **Ordinance Amending the Bishop Heights PUD to Allow an Outdoor ATM**

MEETING DATE: May 27, 2025

ITEM TYPE: Consent Agenda

CONTACT: Benjamin Schneider, Senior Planner, 651.450.2554

ACTION REQUESTED

The Council is asked to adopt the attached Ordinance, amending the Bishop Heights PUD (Ordinance #1488) to allow an outdoor ATM kiosk at the Inver Grove Market commercial center located at 5816 Blaine Avenue.

BACKGROUND

The applicant has requested an amendment to the Bishop Heights PUD to allow a walk-up ATM kiosk as a permitted use at the Inver Grove Market commercial center, located at 5816 Blaine Avenue. Current tenants at Inver Grove Market include: Los Portales Bar & Grill, Perplebunny's Axe House, Jimmy John's, and other general retail uses.

The proposed Wells Fargo ATM would be installed in the northwest corner of the parking lot. In total, two (2) parking spaces are proposed to be removed: one for the ATM and another to accommodate a new ADA parking stall.

PLANNING COMMISSION

The Planning Commission held the required public hearing to consider the PUD Ordinance Amendment at its May 6, 2025 meeting. The Applicant was the only person present to speak at the public hearing. The Planning Commission voted unanimously to recommend approval to the City Council.

FISCAL IMPACT

Not applicable

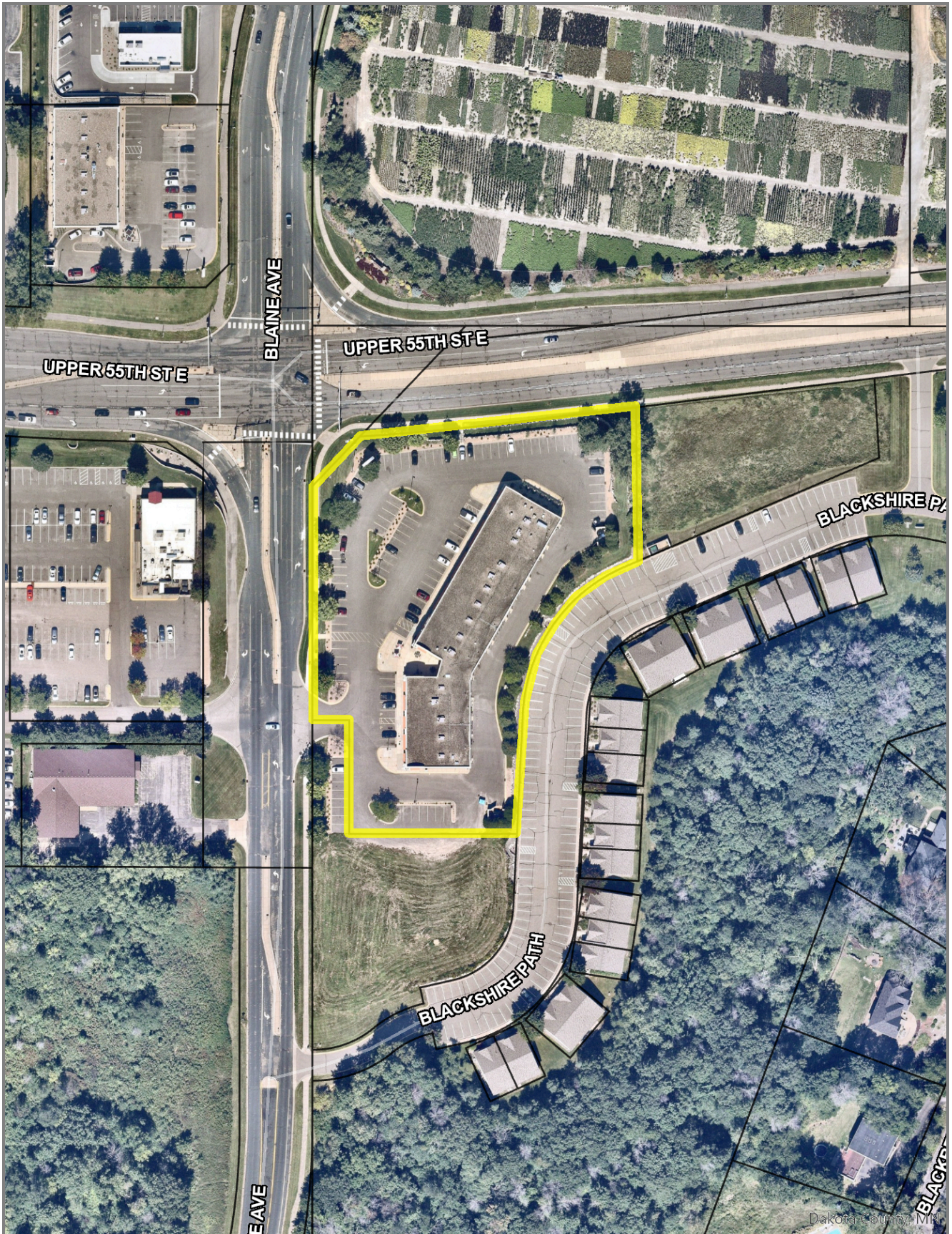
RECOMMENDATION

The Planning Commission and staff both recommend adoption of the attached Ordinance.

ATTACHMENTS

1. Location Map
2. Ordinance Amendment
3. Planning Report
4. Civil Plans

Dakota County, MN



Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification.

Map Scale
1 inch = 150 feet
4/18/2025

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

Ordinance No. _____

**AN ORDINANCE AMENDING TITLE 10 OF THE CITY CODE
RELATED TO THE PLANNED UNIT DEVELOPMENT ZONING DISTRICT
IN THE SOUTHEAST QUADRANT OF HIGHWAYS 52 AND 494**

**THE CITY OF INVER GROVE HEIGHTS ORDAINS THAT ORDINANCE NUMBER 1448 IS
HEREBY AMENDED TO READ AS FOLLOWS:**

**Section One. Amendment. Section V of Ordinance 1448 is hereby amended to
restate and add the following:**

SECTION V. Land Use Regulations. For the above referenced property contained
within the Commercial Planned Unit Development District No. 2011-01, the following
land use regulations shall apply:

B. USES

All development shall be restricted to the following uses:

Parcel No.	Legal Description*	Specific Use
1	Lot 1, Block 1, Bishop Heights	65,000 square foot, 16-screen theater
2	Lot 2/3, Block 1, Bishop Heights	7,400 square foot sit down restaurant
3	Lot 2/3, Block 1, Bishop Heights	36,371 square foot, 89 room motel
4	Lot 4, Block 1, Bishop Heights	25,292 square foot, 63 room motel
5	Lot 5 and part of Lot 4, Bishop Heights	6,163 square foot sit down restaurant
6	Lot 2, Block 2, Bishop Heights	6,500 square foot bank and office building
7	Lot 3, Block 2, Bishop Heights	4,271 square foot gas station convenience store
8	Lot 1, Block 1, Krech's Addition	15,120 square foot drug store
9	Tracts A-D, F and G	42,000 square foot lawn, garden, floral & nursery retail center (two buildings: 29,400 sf in one, 12,400 sf in other); 605,000 square feet of greenhouses and nursery buildings; 2,150 sf accessory structures (2 barns) for storage of materials and equipment; nursery fields and nursery field caretaker's residence; outside storage/display of nursery and landscaping stock and materials; nursery and

		landscaping services, 5.7 acres of growing fields and one house for use by employees**
10	Lot 1, Block 1, Bishop Heights 2 nd Addition	1,710 sf quick service oil change store
11	Lot 1, Block 1, Bishop Heights 3 rd Addition	6,832 sf auto service center store
12	Lots 1-31, Block 1, Blackberry Town Office Park	65,415 net sf town office space, 31 units
13	Lot 1, Block 1, Blackberry Town Office Park Second Addition	4,950 gross sf veterinary clinic
14	Lot 1, Block 1, Inver Grove Market	10,200 square feet of general retail, 3,809 square feet of recreation center, 5,680 square feet of sit-down restaurant, and 1,516 square feet of fast-food restaurant (without a drive through window), and one (1) outdoor ATM kiosk. This lot must have no fewer than 112 parking spaces.
15	Lots 6-10, Block 7, Warren and McDowell's Acre Lots No. 2	Rock and Block Yard for Gerten's Greenhouses
16	Lots 1-88, Brentwood Village	80 townhome units
17	Lot 1, Bk 2, Bishop Heights	7,200 sf sit down restaurant
18	Lots 1 & 2, Block 1, Outlot A Brentwood Village Apts.	219 apartment units
19	Outlot B, Bishop Heights	43,400 square foot medical/office building
20	Lot 2, Block 1, Inver Grove Market	5,200 square foot bank building
21	Lot 3, Block 1, Bishop Heights 4 th Addition	9,100 square feet of general retail, restaurant with a drive-through, feline veterinary clinic, and sit-down restaurant
22***	Lot 1, Block 1, Bishop Heights 4 th Addition	15,400 square foot office/retail/ sit-down restaurant
23	Lot 1, Block 1, Scenic Heights Addition	16,000 square foot office condominium
24	Outlot A, Brentwood Hills Apartments	24 multiple family townhome units
25	Lot 2, Block 1, Inver Grove Professional Addition	13,318 square foot office building
26	Lot 2, Block 1, Bishop Heights 4 th Addition	2,370 square foot sit-down restaurant with pick up only drive through window

* More detailed legal descriptions available in Exhibit A

** Uses on Tracts A-D, F & G shall be governed not only by this ordinance, but also by the conditions found in Resolution No 98-210, Resolution 11-28 and Resolution 16-82.

***Parcel 22 shall be subject to the following conditions:

1. A Joint Parking Agreement affecting the restaurant in Lot 1, Block 1 Bishop Heights 4th Addition between Outlot B, Bishop Heights and Lot 3, Block 1, Bishop Heights 4th Addition. This document must be drafted by the City attorney's office, signed by the land owners, and recorded with the County.

2. If restaurant parking becomes a problem restaurant employees shall park off site at any of the locations listed in the Joint Parking Agreement.

Section Two. Effective Date. This Ordinance shall be in full force and effect upon its publication as provided by law.

Passed in regular session of the City Council on the 27th day of May, 2025.

CITY OF INVER GROVE HEIGHTS

By: _____
Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



Planning Commission Report

MEETING DATE:	May 6, 2025
CASE NO:	25-09ZA
APPLICANT:	DCI Specialty Contracting, LLC
PROPERTY OWNER:	Inver Grove Baceline, LLC
REQUEST:	Southeast Quadrant PUD Ordinance Amendment
LOCATION:	5816 Blaine Avenue
COMPREHENSIVE PLAN:	RC, Regional Commercial
ZONING:	PUD, Planned Unit Development
STAFF CONTACT:	Benjamin Schneider, 651.450.2554

ACTION REQUESTED

Conduct a public hearing and consider a request from DCI Specialty Contracting, LLC for an Amendment to the Southeast Quadrant PUD Ordinance to add a walk-up ATM kiosk as a permitted use at Lot 1, Block 1 of Inver Grove Market.

BACKGROUND

The applicant has requested an Amendment to the Southeast Quadrant Planned Unit Development ("PUD") Ordinance, commonly known as "Bishop Heights," to allow a walk-up ATM kiosk as a Permitted Use at the Inver Grove Market commercial center, located at 5816 Blaine Avenue. Current tenants at Inver Grove Market include: Los Portales Bar & Grill, Perplebunny's Axe House, Jimmy John's, and other general retail uses.

The proposed Wells Fargo ATM would be installed in the northwest corner of the parking lot. In total, two (2) parking spaces are proposed to be removed: one for the ATM and another to accommodate a new ADA parking stall.

SURROUNDING USES

The following land uses, zoning districts, and comprehensive plan designations surround the property:

LOCATION	ADJACENT USE	ZONING	LAND USE
North	Commercial	Commercial PUD	Regional Commercial
East	Office Building	PUD	Office
West	Commercial	PUD	Regional Commercial
South	Vacant	PUD	Regional Commercial

The specific adjacent commercial uses include Gerten's growing fields to the north and Applebee's restaurant to the west; the Town Office Park office building is located to the east of the site.

EVALUATION OF REQUEST

Parking Lot

There are currently 114 parking stalls on the property. The number of parking stalls required by City Code Section 10-15A-3 has shifted as tenants have changed over time. In 2009, the City approved an expansion of the sit-down restaurant use - now occupied by Los Portales – from 4,000 square feet to 5,680 square feet. This resulted in a deficiency of seven (7) parking spots from what would typically be required by City Code. Ultimately, the City opted to grant flexibility from the standard parking requirements through the PUD amendment process. The main finding supporting that decision was that the sit-down restaurant had different peak hours than the other retail and fast-food establishments on the site.

A similar approach was taken in 2022, when Perplebunny's Axe House moved into the south end of the building. Staff noted in their report that the use was similar to a bowling alley, which would have required 42 parking stalls. Using this calculation and the information cited in 2009, Inver Grove Market appears to have 30 parking stalls less than standard City Code requirements. However, the City approved this condition in 2022, again citing that the sit-down restaurant and axe-throwing uses have different peak times than other building tenants.

Staff are not aware of any parking issues on the Inver Grove Market property. Also, the proposed location of the ATM is over 100 feet from the nearest tenant entrance, so no "premium" spaces would be removed as a result. Losing an additional two (2) stalls for the proposed ATM is not expected to change the overall functionality of this parking lot. Staff support using the flexibility of the PUD to reduce standard parking requirements for this request.

Screening

The PUD Ordinance for this site requires all parking lots to be appropriately screened. The proposed ATM would therefore meet screening requirements by virtue of being in the parking lot.

Lighting

A new light pole is proposed directly behind the ATM. The fixtures will have downward shielding, mitigating glare outside the ATM area.

ALTERNATIVES

The Planning Commission has the following alternatives available for the proposed request:

A. Approval. If the Planning Commission finds the application acceptable, the Commission should make the following recommendation:

- Approval of an Amendment to the Southeast Quadrant PUD Ordinance to allow one (1) outdoor ATM for Lot 1, Block 1, Inver Grove Market subject to the following condition:

1) The ATM shall be constructed in substantial conformance with the plans attached to this staff report.

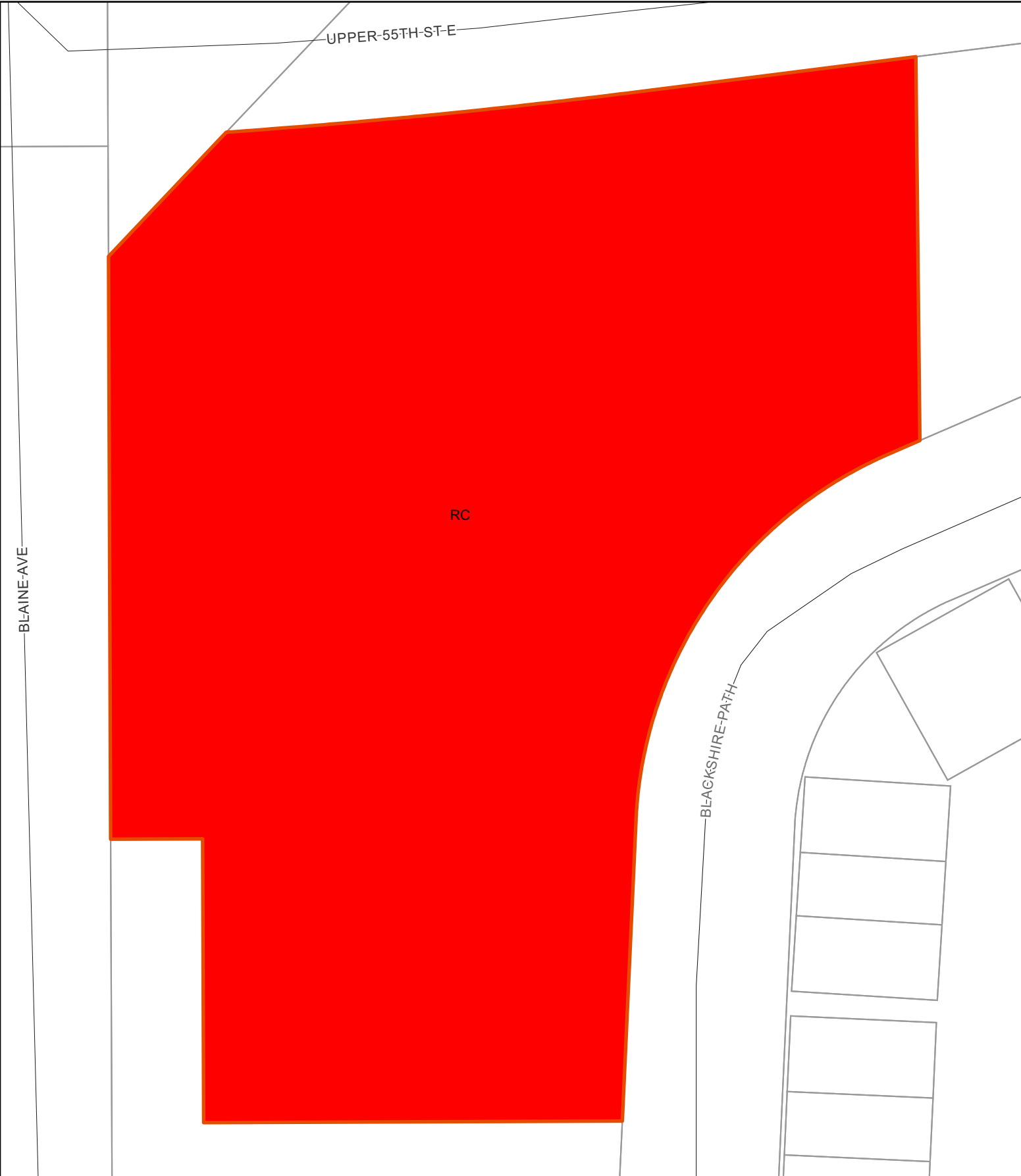
B. Denial. If the Planning Commission does not favor the proposed amendment, a recommendation of denial should be made. With a recommendation of denial, findings or the basis for the denial should be given.

RECOMMENDATION

City staff support the Amendment as proposed with the condition listed in Alternative A.

ATTACHMENTS

1. Existing Land Use Map
2. Zoning Map
3. Project Narrative
4. Plans

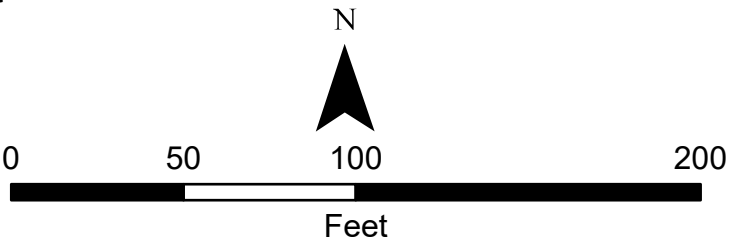




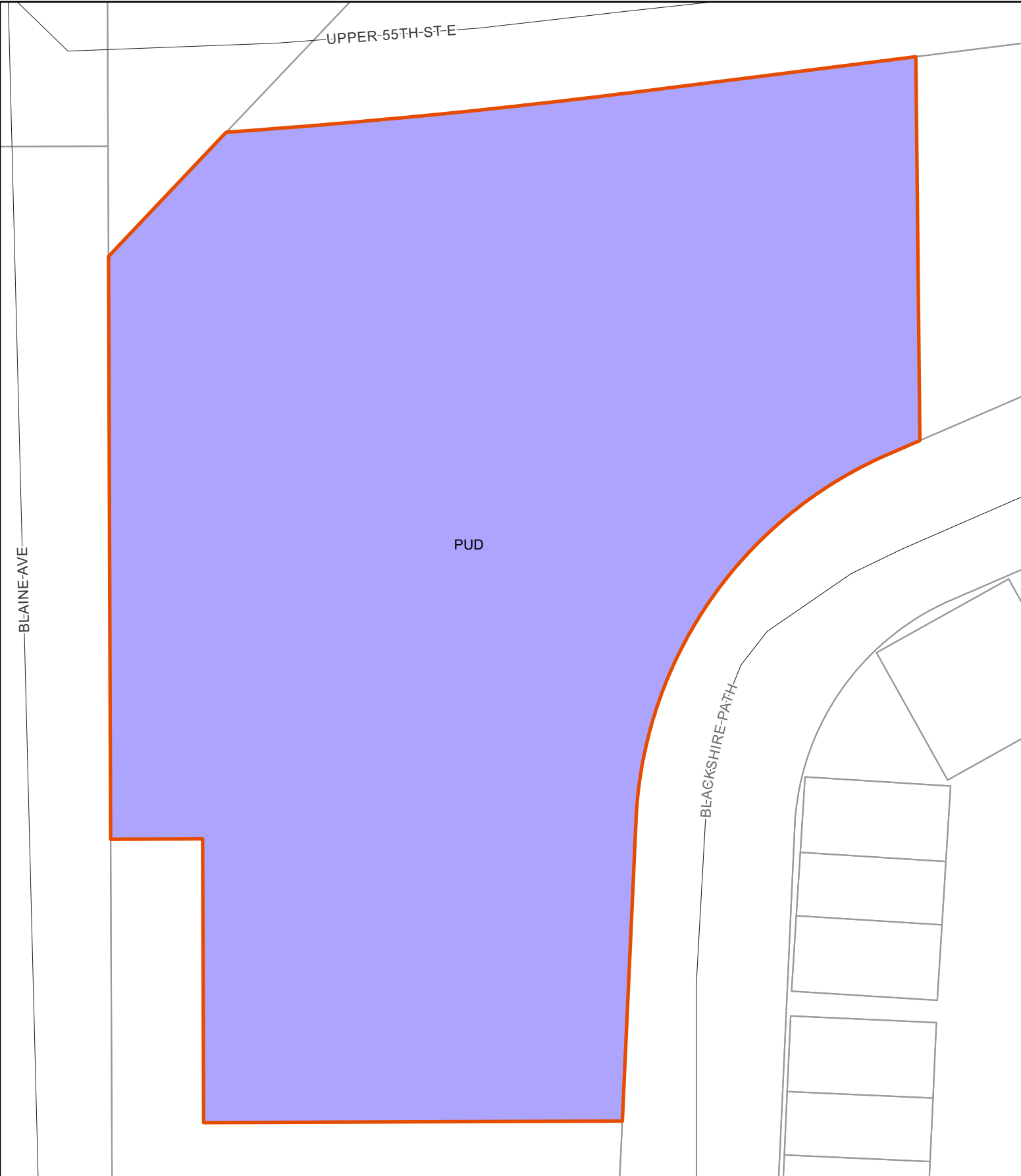
**City of
Inver Grove Heights**

**5816-5866 Blaine Ave
Future Land Use**

-  Inver Grove Market
-  Regional Commercial



THIS DRAWING IS NEITHER A LEGALLY RECORDED MAP NOR A SURVEY AND IS NOT INTENDED TO BE USED AS ONE. THIS DRAWING IS A COMPILATION OF RECORDS, INFORMATION AND DATA LOCATED IN VARIOUS CITY, COUNTY AND STATE OFFICES AND OTHER SOURCES AND IS TO BE USED FOR REFERENCE PURPOSES ONLY. THE CITY OF INVER GROVE HEIGHTS IS NOT RESPONSIBLE FOR ANY INACCURACIES HEREIN CONTAINED

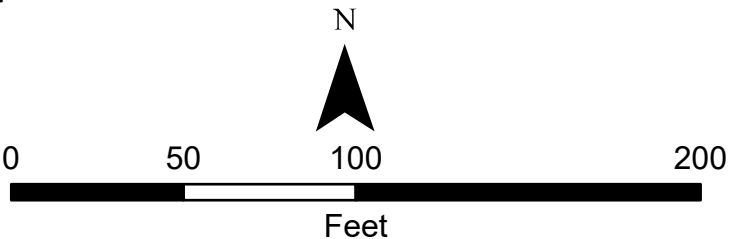




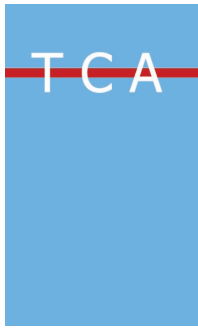
**City of
Inver Grove Heights**

**5816-5866 Blaine Ave
Zoning**

-  Inver Grove Market
-  PUD



THIS DRAWING IS NEITHER A LEGALLY RECORDED MAP NOR A SURVEY AND IS NOT INTENDED TO BE USED AS ONE. THIS DRAWING IS A COMPILATION OF RECORDS, INFORMATION AND DATA LOCATED IN VARIOUS CITY, COUNTY AND STATE OFFICES AND OTHER SOURCES AND IS TO BE USED FOR REFERENCE PURPOSES ONLY. THE CITY OF INVER GROVE HEIGHTS IS NOT RESPONSIBLE FOR ANY INACCURACIES HEREIN CONTAINED



TOM CHAPMAN ARCHITECT

3311 Elm Street

Suite 105

Dallas, TX 75226

April 23, 2025

Project Name: Wells Fargo Walk Up ATM

5816 Baine Ave E,

Inver Grove Heights, MN 55076

Project Narrative:

Wells Fargo is proposing the installation of a new Walk-Up ATM, located in the parking lot at 5816 Blaine Ave E, Inver Grove Heights, MN. The work will consist of removing the striping for 3 parking spaces, and re-striping for a new ADA accessible parking space, loading zone and the ATM area. The ATM will be installed onto a new foundation per the structural set requirements.

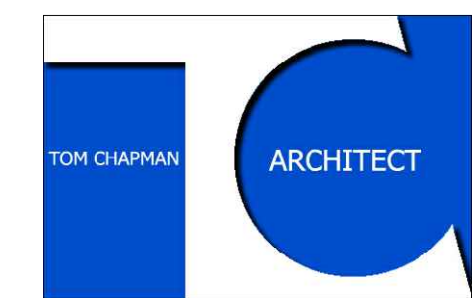
Along with the ATM installation there will be 6 new bollards for protection against vehicles and a light pole with 3 fixtures to ensure proper security lighting at all hours of operation for the customer's safety. A new Utility pedestal will be installed for the machine as well as a new power run for new conduit CAT-5, alarm, and camera wire.

Thank you

Thomas W. Chapman, AIA

Tom Chapman Architect

ARCHITECTURE FIRM



3311 Elm Street
Suite 105
Dallas, Texas 75226
214-742-6044
www.sgdesign.biz

STRUCTURAL ENGINEERS



NEW WALK-UP ATM
5816 BLAINE AVE E
INVER GROVE HEIGHTS, MN 55076

DRAWING INDEX:

SHEET NO.	SHEET NAME
A0.00	COVER PAGE
A1.00	SITE PLAN
A1.01	DEMOLITION PLAN
A1.02	CONSTRUCTION PLAN
A1.03	ELEVATIONS & DETAILS

STRUCTURAL BY OTHERS

S1	OF 13
S2	OF 13
S3	OF 13
S4	OF 13
S5	OF 13
S6	OF 13
S7	OF 13
S8	OF 13
S9	OF 13
S10	OF 13
S11	OF 13
S12	OF 13
S13	OF 13

CODES

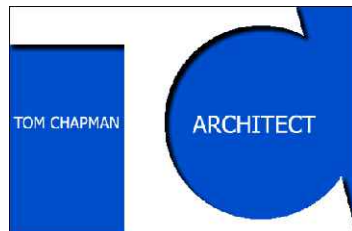
2020 MINNESOTA BUILDING CODE
2020 MINNESOTA ENERGY CONSERVATION CODE
2020 MINNESOTA MECHANICAL & FUEL GAS CODE
MINNESOTA ELECTRICAL CODE
2020 MINNESOTA PLUMBING CODE
2020 MINNESOTA ENERGY CODE
2020 MINNESOTA FIRE CODE

PROJECT:



NEW WALK-UP ATM
5816 BLAINE AVE E,
INVER GROVE HEIGHTS, MN
55076

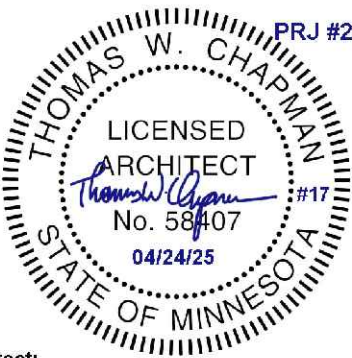
ARCHITECT/INTERIOR DESIGNER:



Tom Chapman Architect
3311 Elm Street, Suite 105
Dallas, Texas 75226
214-742-6044
www.sgdesign.biz

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PROFESSIONAL'S SEAL:



Architect:
I hereby certify that this Construction Document was
prepared by me and under my direct supervision and
that I am a duly Licensed Architect under the law of
the state of Minnesota.
Signature: *Thomas W. Chapman*
Printed Name: Thomas W. Chapman Architect

CONSULTANT:

CONSULTANT'S SEAL:

FULL SET ISSUE HISTORY:

ISSUED FOR PERMIT	01/05/2024

SHEET DELTA REVISION:

CITY COMMENTS	04/24/2025

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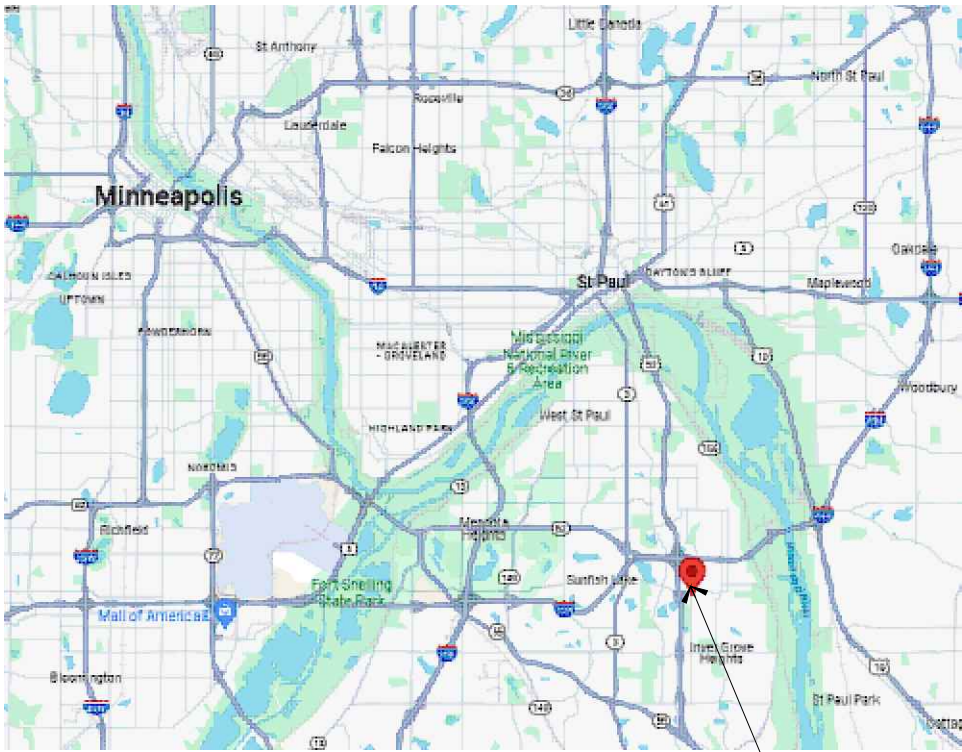
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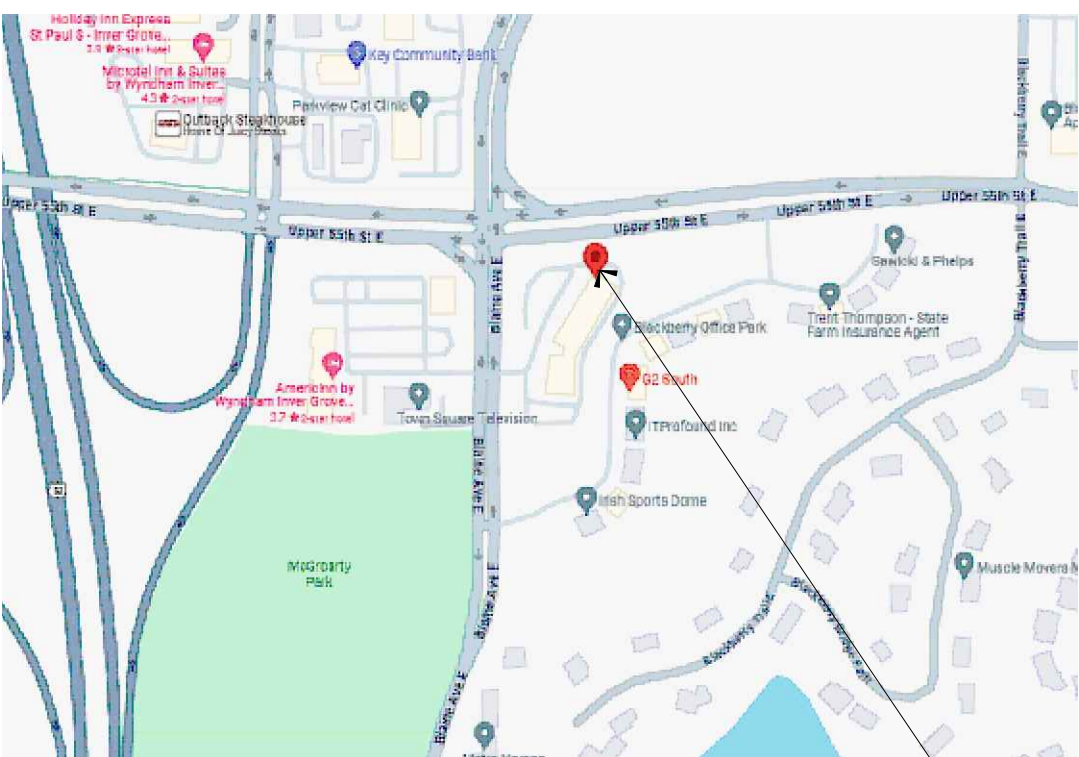
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CITY MAP



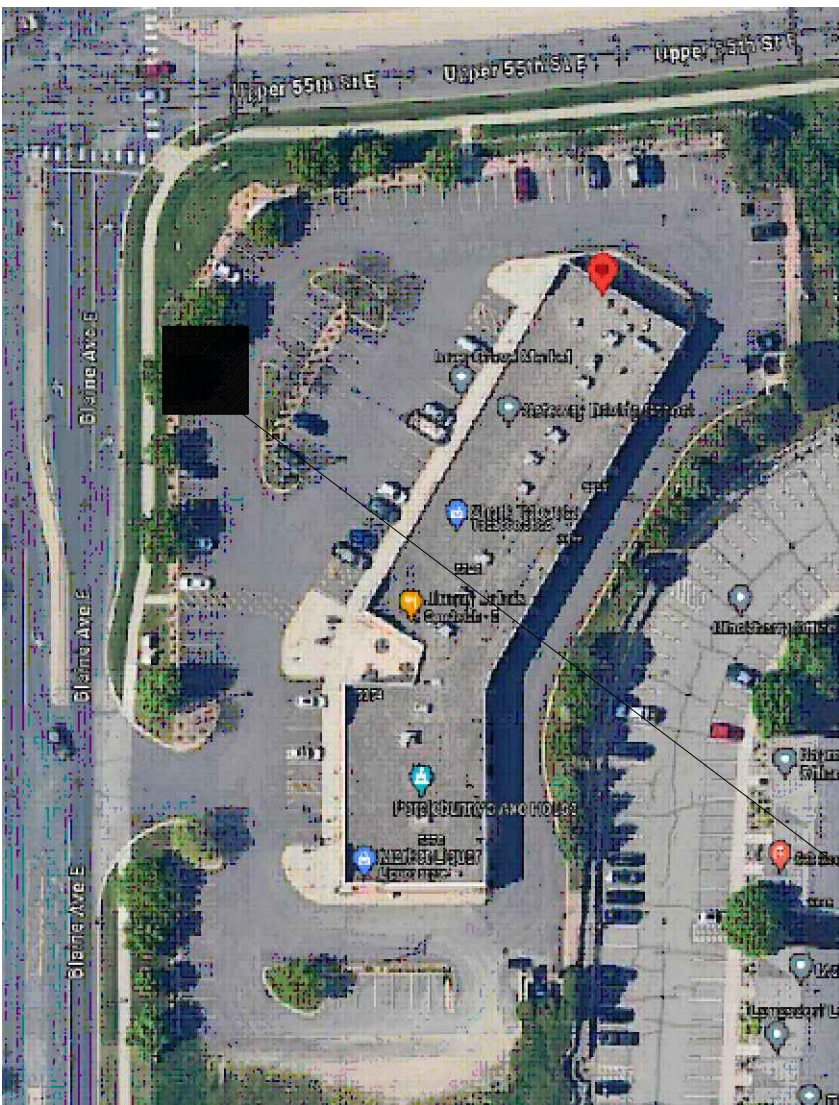
LOCATION OF SITE

VICINITY MAP



LOCATION OF SITE

EXISTING SITE



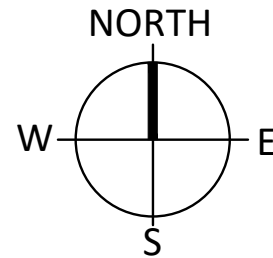
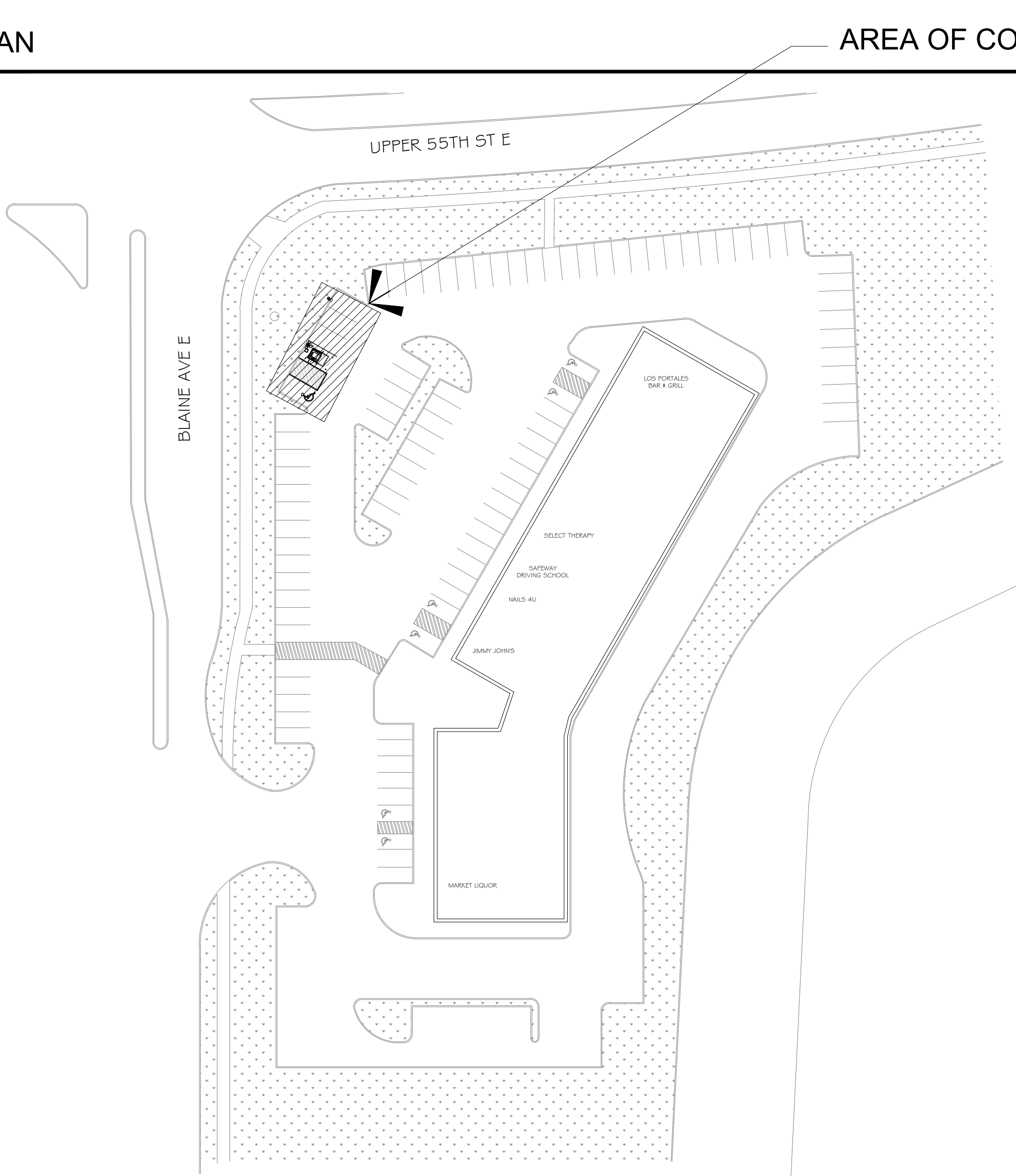
AREA OF CONTRACT

SCOPE DESCRIPTION

- TRENCH TO ELEC & TELCO
- RUN NEW CONDUIT CAT-5, ALARM, CAMERA WIRE
- RUN 30 AMP & 20 AMP CIRCUIT
- FORM & POUR NEW CONCRETE PAD
- PAINT ADA PARKING SPOT & LOADING ZONE
- INSTALLATION OF NEW ATM AND ENCLOSURE
- INSTALLATION OF NEW BOLLARDS
- INSTALLATION OF NEW SECURITY CAMERA
- INSTALLATION OF NEW LIGHT STAND & FIXTURE
- INSTALLATION OF NEW LIGHT FIXTURE ON EXISTING LIGHT POLE
- INSTALLATION OF NEW UTILITY PEDESTAL

SITE PLAN

AREA OF CONTRACT



GENERAL SITE NOTES

- A. COORDINATE WITH WELLS FARGO PROJECT MANAGER AND PROPERTY OWNER FOR WORKING HOURS.
- B. CONTRACTOR TO COMPLETE DEMOLITION OR NEW CONSTRUCTION IN A MANNER WHERE OPEN TRENCHES, WET CONCRETE, EXPOSED WIRING, OR OTHER HAZARDOUS/UNFINISHED CONDITIONS DO NOT EXIST WHEN CONTRACTOR IS NOT ON SITE AND SHALL PROTECT THE PUBLIC FROM ALL HAZARDS.
- C. CONTRACTOR TO LOCATE ALL UTILITIES AND PROTECT THEM DURING DEMOLITION.
- D. CONTRACTOR TO LOCATE UNDERGROUND UTILITIES PRIOR TO START OF WORK.
- E. CONTRACTOR TO REWORK OR ADJUST IRRIGATION AS REQUIRED FOR NEW CONCRETE PADS.
- F. CONTRACTOR TO REFER TO 01 & 02/A1.01 FOR ADDITIONAL DETAIL AND DEMOLITION PLAN.
- G. CONTRACTOR TO BE FULLY RESPONSIBLE FOR COMPLIANCE IN EFFECT FOR ALL CODES AND REQUIREMENTS FOR THIS PROJECT.
- H. CONTRACTOR SHALL TAKE FULL RESPONSIBILITY FOR APPROPRIATE INSPECTION SCHEDULING AND REQUIREMENTS BY LOCAL JURISDICTION.

SITE PLAN KEYED NOTES

- 1 CONTRACTOR TO TRENCH/ BORE FROM NEW ATM TO ELEC & TELCO
- 2 EXISTING BUILDING ACCESSIBLE PARKING TO REMAIN.
- 3 NEW ATM ACCESSIBLE PARKING

BLAINE AVE E

UPPER 55TH ST E

NEW WALK UP ATM
01/A1.01

LOS PORTALES
BAR & GRILL

SELECT THERAPY

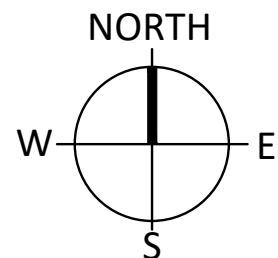
SAFEWAY
DRIVING SCHOOL

NAILS 4U

JIMMY JOHN'S

01 SITE PLAN

1/16" = 1'-0"

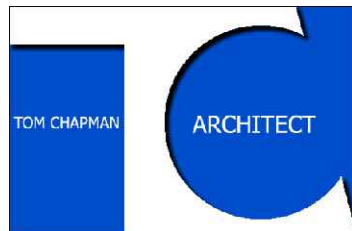


PROJECT:

WELLS
FARGO

NEW WALK-UP ATM
5816 BLAINE AVE E,
INVER GROVE HEIGHTS, MN
55076

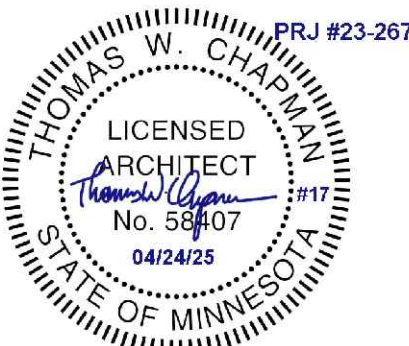
ARCHITECT/INTERIOR DESIGNER:



Tom Chapman Architect
3311 Elm Street, Suite 105
Dallas, Texas 75226
214-742-6044
www.sgdesign.biz

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PROFESSIONAL'S SEAL:



Architect:
I hereby certify that this Construction Document was prepared by me and under my direct supervision and that I am a duly Licensed Architect under the law of the state of Minnesota.
Signature: *Thomas W. Chapman*
Printed Name: Thomas W. Chapman Architect

CONSULTANT:

CONSULTANT'S SEAL:

FULL SET ISSUE HISTORY:

ISSUED FOR PERMIT	01/05/2024

SHEET DELTA REVISION:

CITY COMMENTS	04/24/2025

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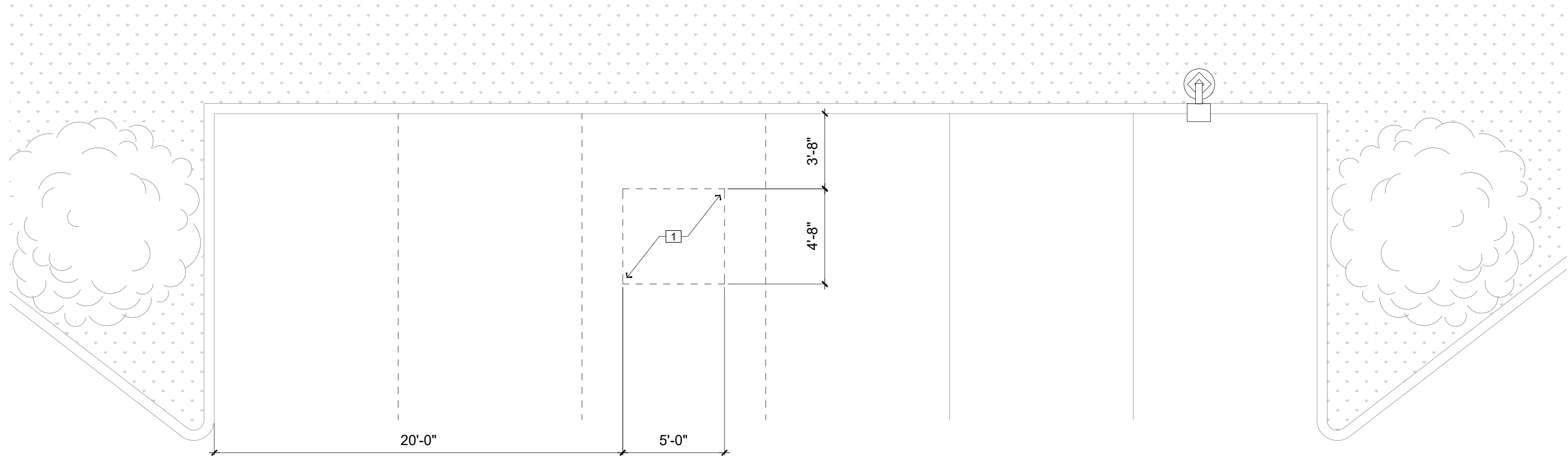
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SHEET NUMBER:

SITE PLAN

A1.00



01 DEMOLITION PLAN
1/4" = 1'-0"

GENERAL DEMOLITION NOTES

- A. COORDINATE WITH WELLS FARGO PROJECT MANAGER AND PROPERTY OWNER FOR WORKING HOURS.
- B. CONTRACTOR TO COMPLETE DEMOLITION OR NEW CONSTRUCTION IN A MANNER WHERE OPEN TRENCHES, WET CONCRETE, EXPOSED WIRING, OR OTHER HAZARDOUS/UNFINISHED CONDITIONS DO NOT EXIST WHEN CONTRACTOR IS NOT ON SITE AND SHALL PROTECT THE PUBLIC FROM ALL HAZARDS.
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- E. CONTRACTOR TO REWORK OR ADJUST IRRIGATION AS REQUIRED FOR NEW CONCRETE PADS.

DEMOLITION PLAN KEYED NOTES

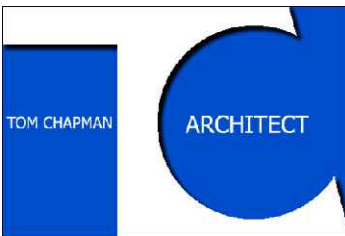
- 1 CONTRACTOR TO REMOVE EXISTING ASPHALT FOR NEW ATM FOOTING.

PROJECT:



NEW WALK-UP ATM
5816 BLAINE AVE E,
INVER GROVE HEIGHTS, MN
55076

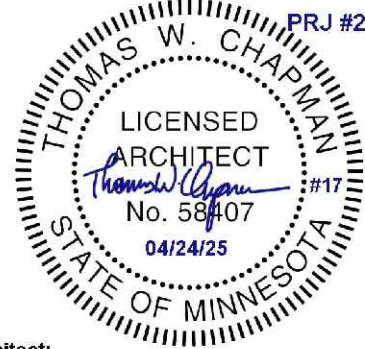
ARCHITECT/INTERIOR DESIGNER:



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Architect:
I hereby certify that this Construction Document was prepared by me and under my direct supervision and that I am a duly Licensed Architect under the law of the state of Minnesota.
Signature: *Thomas W. Chapman*
Printed Name: Thomas W. Chapman Architect

CONSULTANT:

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DRAWN BY:

CHECKED BY:

SHEET NUMBER:

DEMOLITION
PLAN

A1.01

LIGHTING SCHEDULE						
ARCHITECTURAL SITE LIGHT ON STEEL POLE	POLE MOUNT	3000K	14222 / 408	CREE	OSQ-A-NM-3ME-K-30K-UL-BK (QTY 1) w/OSQ-DA POLE (QTY 1)	http://api.icentera.com/v2/getfile.aspx?f=DC52045F3CA989E10B086F9F43C868DACD5B6579A2830E6A567570A61F7D4B75F7BDA3322E320216
				EATON / COOPER	PRV-A-30-D-UNV-T3-SA-BK-HSS (QTY 1) w/SSS4A25SYM5/AB1/TMP1 POLE (QTY 1)	<a href="http://www.cooperindustries.com/content/dam/public/lighting/products/documents/lu
mark/spec_sheets/umark-prv-prevail-td500018en-sss.pdf">http://www.cooperindustries.com/content/dam/public/lighting/products/documents/lu mark/spec_sheets/umark-prv-prevail-td500018en-sss.pdf
				ACUITY	DSX0 LED 40C 1000 30K T3M MVOLT SPA DBLXD (QTY 1) w/SSS 25 4C DM29AS DBL POLE (QTY 1)	<a href="http://www.ACUIITYbrandsighting.com/library/ll/documents/specsheets/dsx0%20up
graded%20led%20version%20spec%20sheet%20e2%80%93%209-2017.pdf">http://www.ACUIITYbrandsighting.com/library/ll/documents/specsheets/dsx0%20up graded%20led%20version%20spec%20sheet%20e2%80%93%209-2017.pdf

GENERAL CONSTRUCTION NOTES

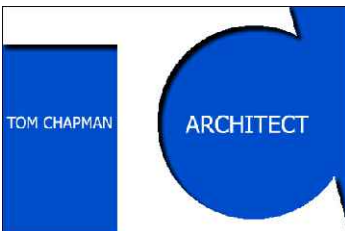
- A. COORDINATE WITH WELLS FARGO PROJECT MANAGER AND PROPERTY OWNER FOR WORKING HOURS.
- B. CONTRACTOR TO COMPLETE NEW CONSTRUCTION IN A MANNER WHERE OPEN TRENCHES, WET CONCRETE, EXPOSED WIRING, OR OTHER HAZARDOUS/UNFINISHED CONDITIONS DO NOT EXIST WHEN CONTRACTOR IS NOT ON SITE.
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PROJECT:



NEW WALK-UP ATM
5816 BLAINE AVE E,
INVER GROVE HEIGHTS, MN
55076

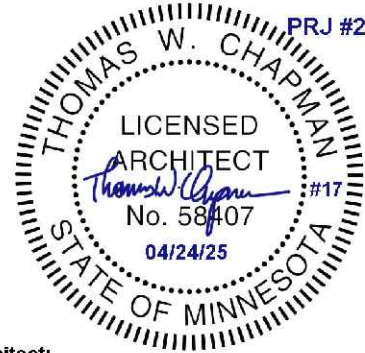
ARCHITECT/INTERIOR DESIGNER:



Tom Chapman Architect
3311 Elm Street, Suite 105
Dallas, Texas 75226
214-742-6044
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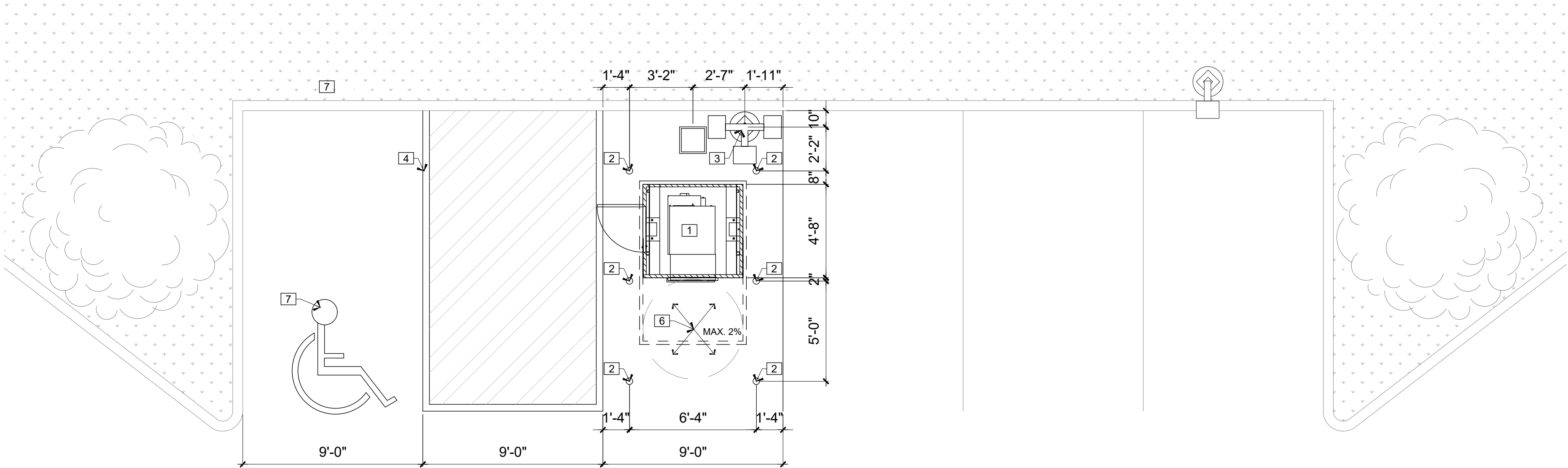
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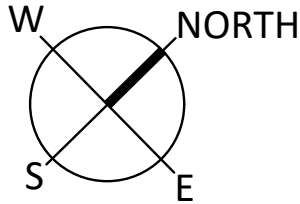
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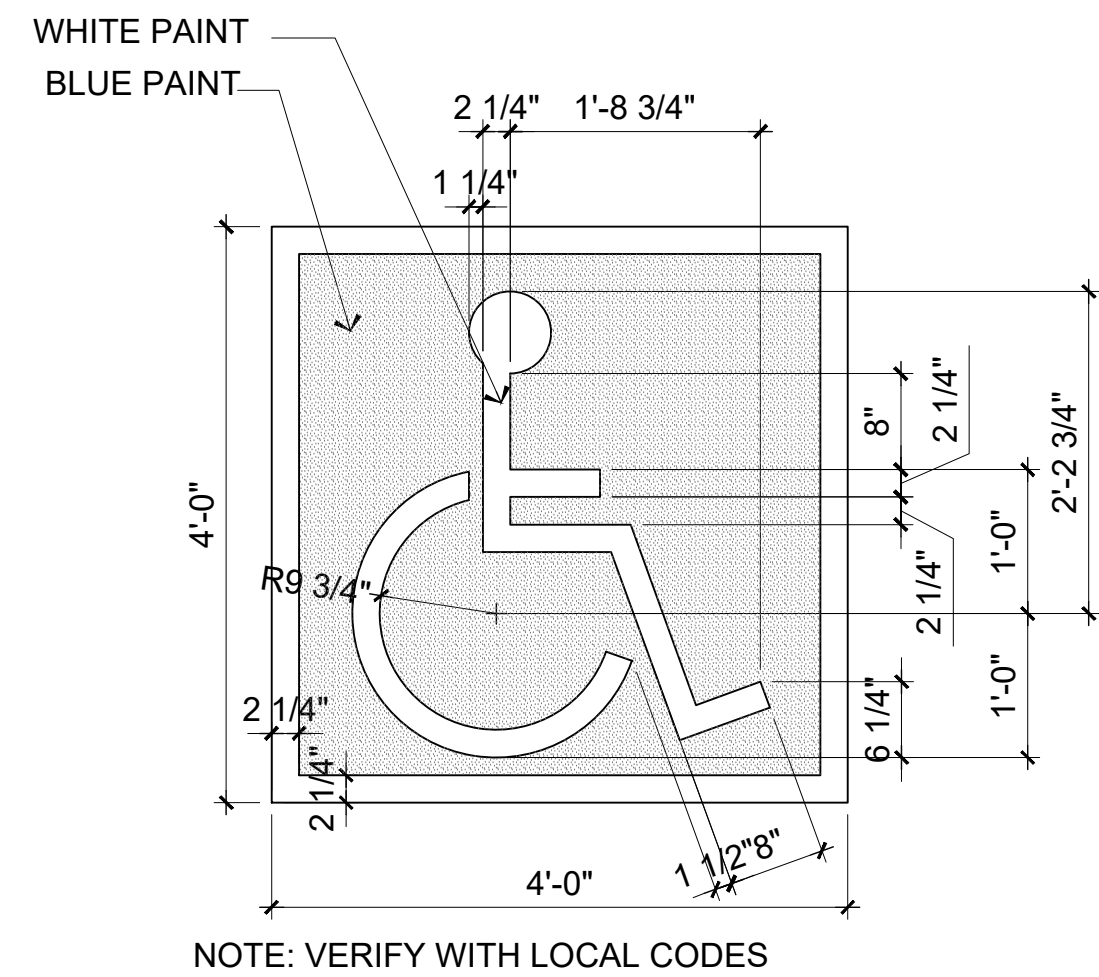
CONSTRUCTION
PLAN

A1.02

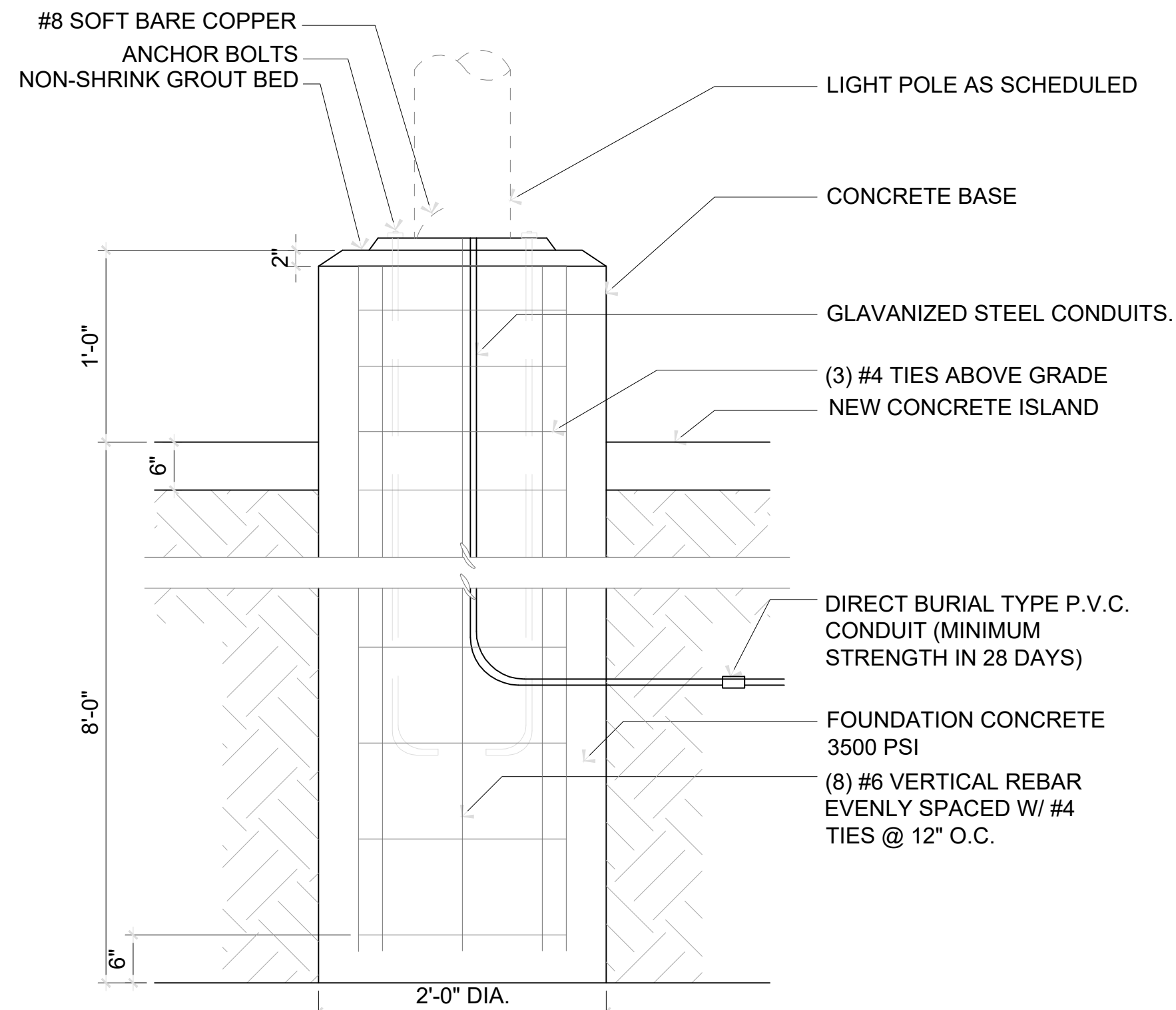


01 CONSTRUCTION PLAN
1/4" = 1'-0"

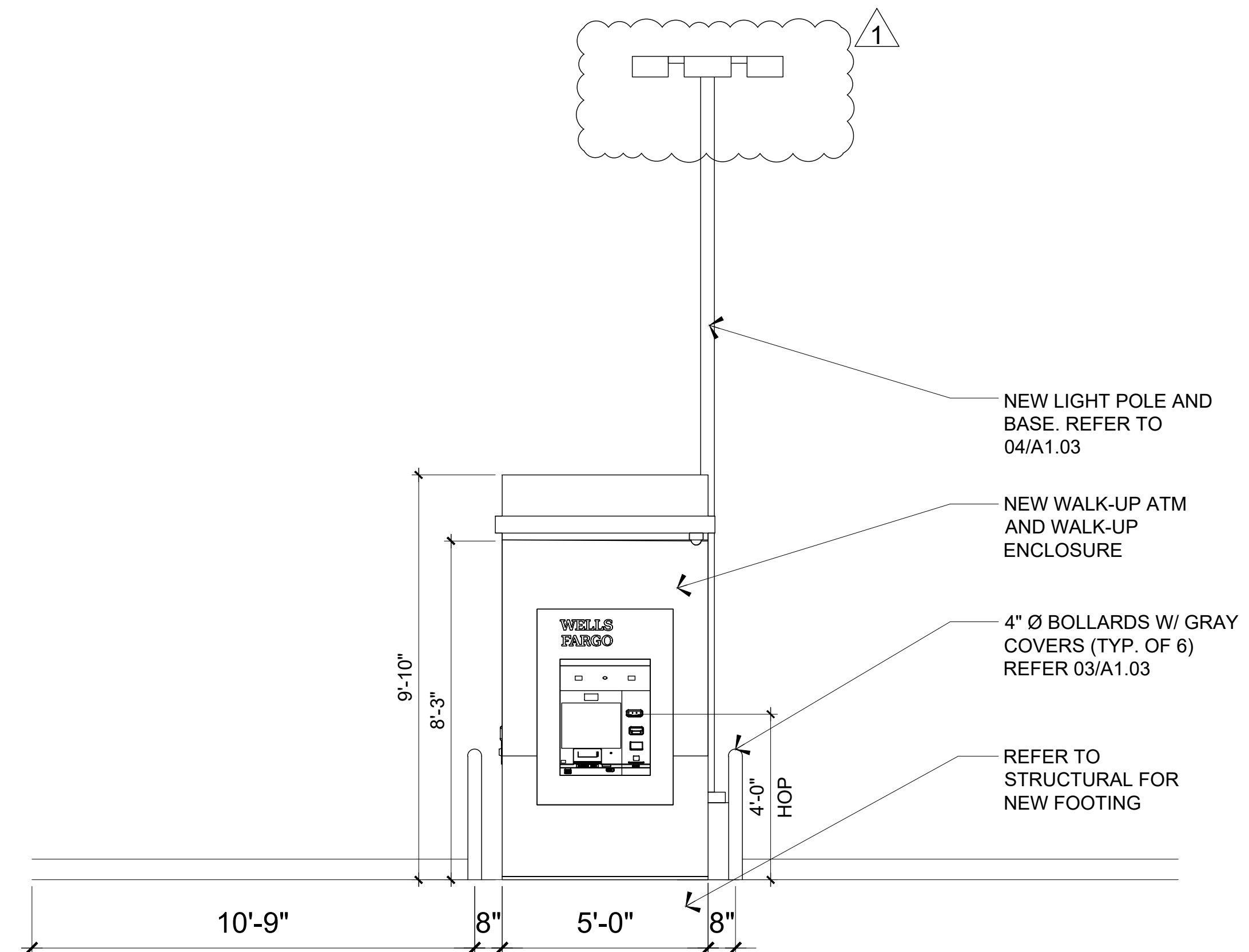




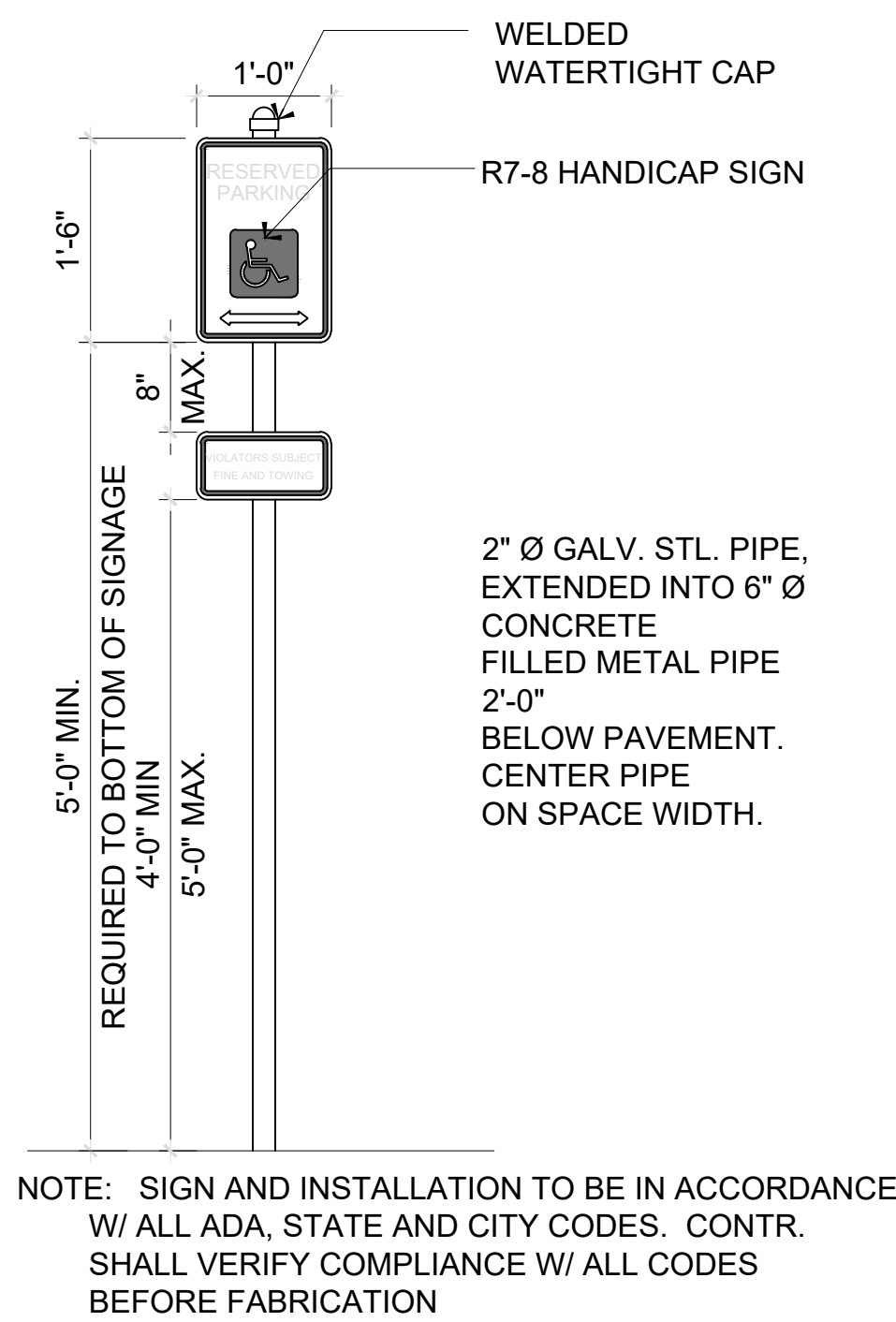
06 ADA PAVING SIGNAGE DETAIL
3/4" = 1'-0"



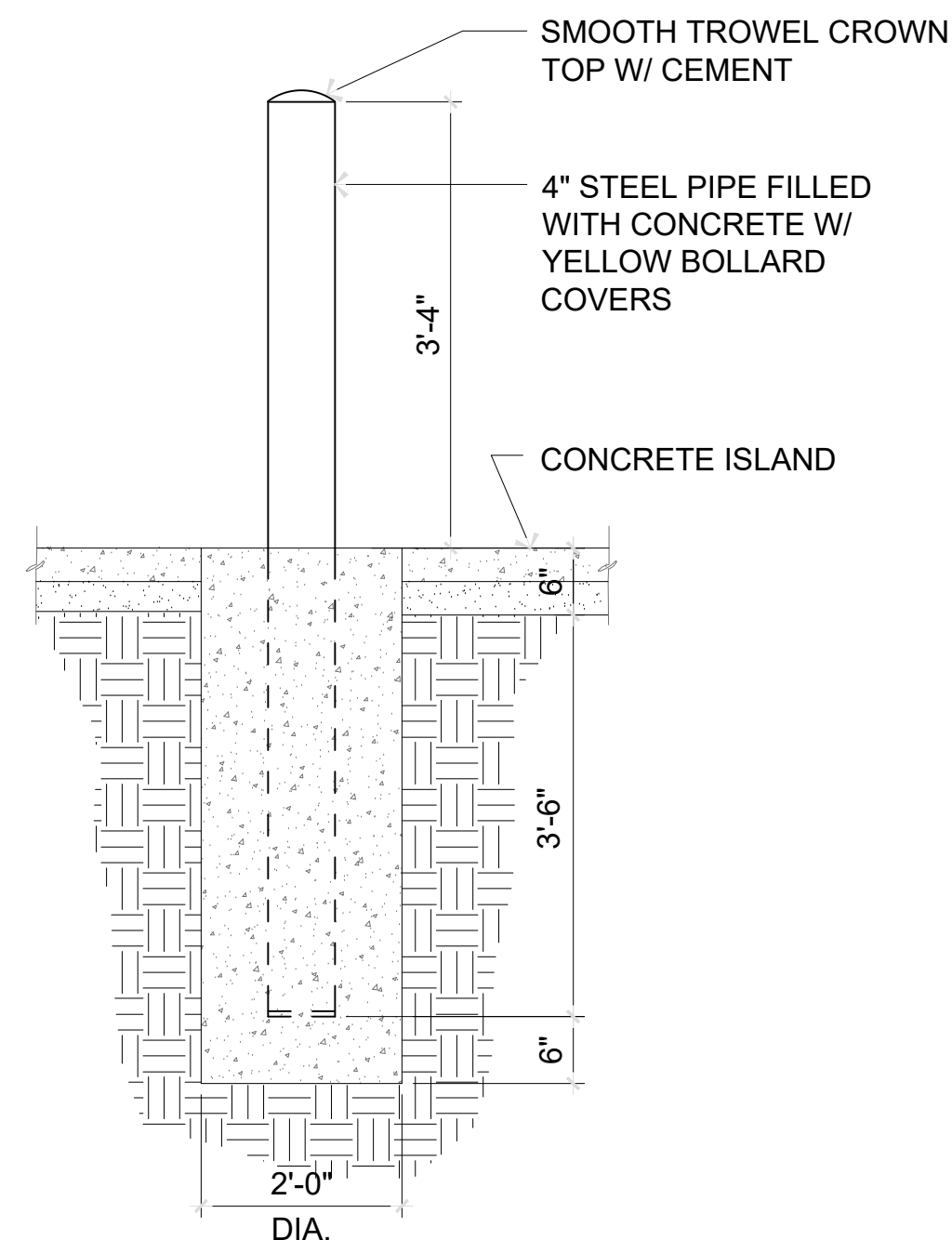
04 DETAIL @ POLE LIGHT BASE
3/4" = 1'-0"



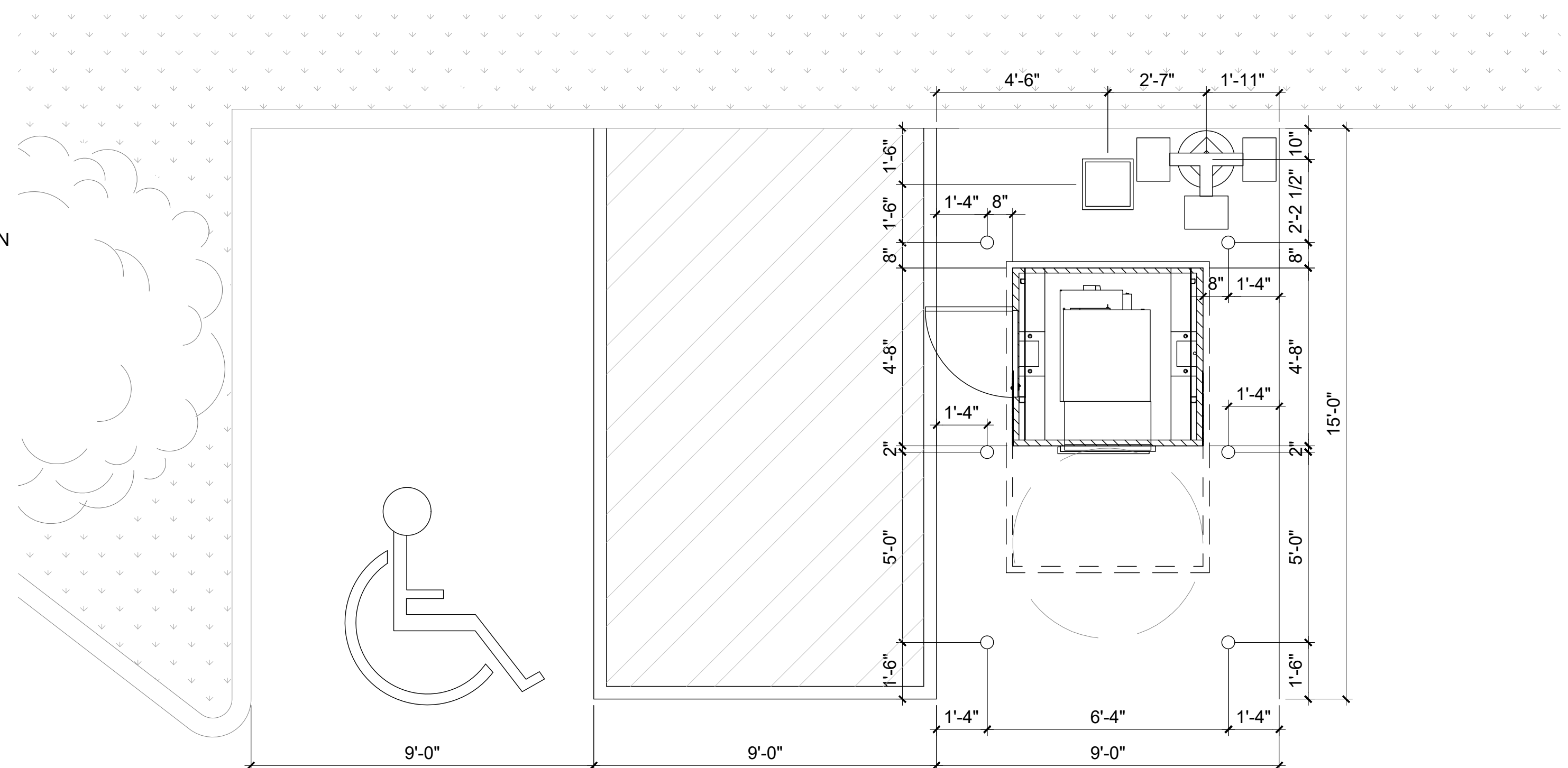
02 ELEVATION @ ATM
3/8" = 1'-0"



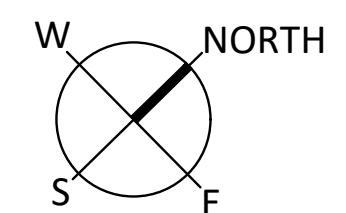
05 ADA POLE SIGNAGE DETAIL
3/4" = 1'-0"



03 DETAIL @ BOLLARD
3/4" = 1'-0"



01 ENLARGED PLAN
3/8" = 1'-0"

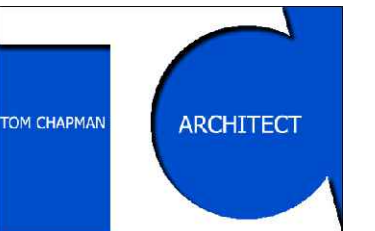


PROJECT:

**WELLS
FARGO**

NEW WALK-UP ATM
5816 BLAINE AVE E,
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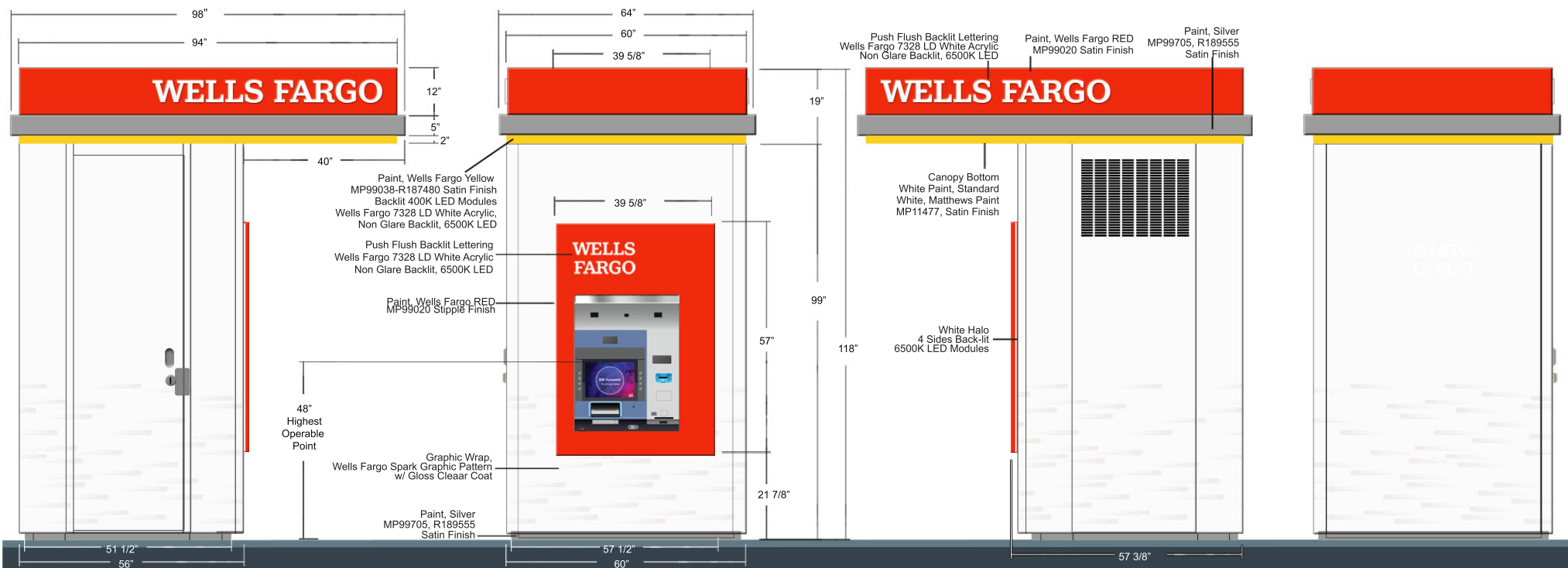
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ELEVATIONS &
DETAILS

A1.03



Wells Fargo Bank

450ADA KSK WF7400 Glide

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US Patent # 6,457,277 B1

062-WF-RED MP99020 Satin Finish

062-WF-YELLOW MP99038-R187480 Satin Finish

062-MP99705-R189555 SILVER Satin Finish

062-White MP11477 Satin Finish

Model 5567 Walk Up Kiosk w/ Canopy
Shown W/ Diebold 450 ADA ATM

FEBRUARY 13, 2023

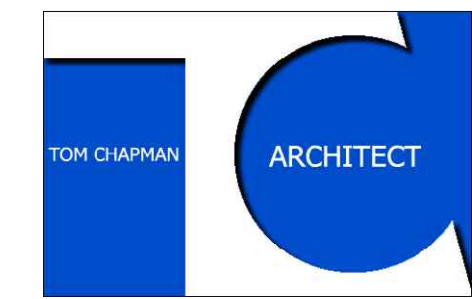
W/WellsFargo/
5567-CANOPY_450ADA_Wells

Colors: specified
Artwork: Vector

Note:
Rendered By: JBB Approved By: _____



ARCHITECTURE FIRM



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Dallas, Texas 75226
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STRUCTURAL ENGINEERS



NEW WALK-UP ATM
5816 BLAINE AVE E
INVER GROVE HEIGHTS, MN 55076

DRAWING INDEX:

SHEET NO.	SHEET NAME
A0.00	COVER PAGE
A1.00	SITE PLAN
A1.01	DEMOLITION PLAN
A1.02	CONSTRUCTION PLAN
A1.03	ELEVATIONS & DETAILS

STRUCTURAL BY OTHERS

S1	OF 13
S2	OF 13
S3	OF 13
S4	OF 13
S5	OF 13
S6	OF 13
S7	OF 13
S8	OF 13
S9	OF 13
S10	OF 13
S11	OF 13
S12	OF 13
S13	OF 13

CODES

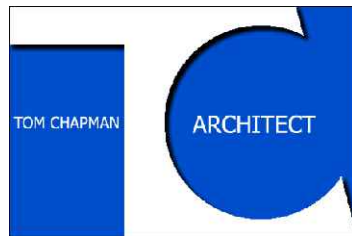
2020 MINNESOTA BUILDING CODE
2020 MINNESOTA ENERGY CONSERVATION CODE
2020 MINNESOTA MECHANICAL & FUEL GAS CODE
MINNESOTA ELECTRICAL CODE
2020 MINNESOTA PLUMBING CODE
2020 MINNESOTA ENERGY CODE
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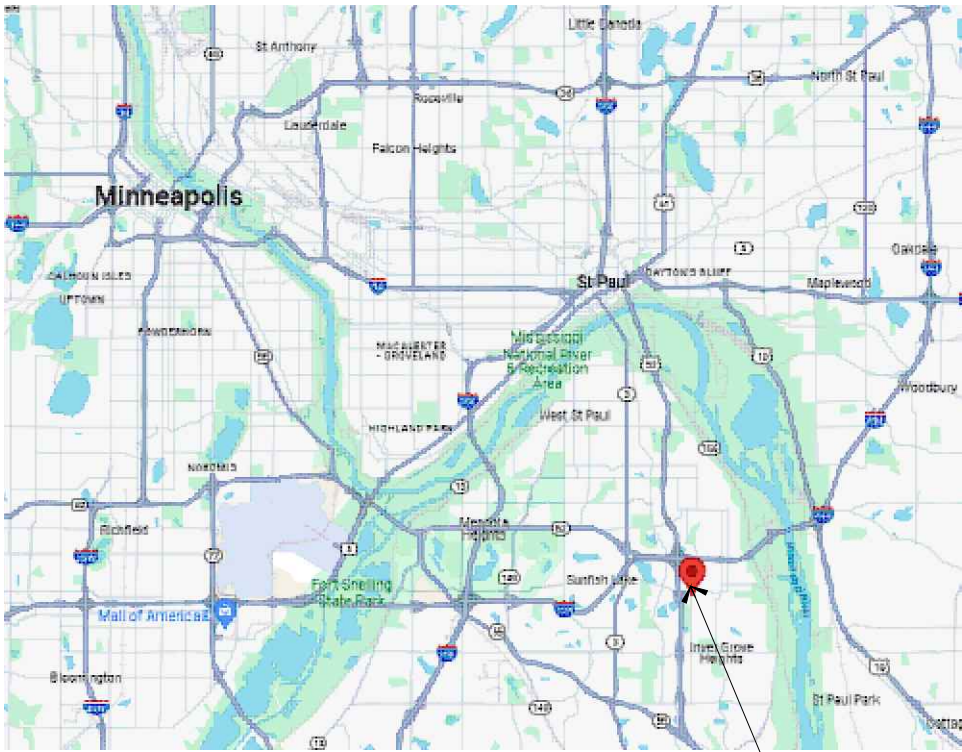
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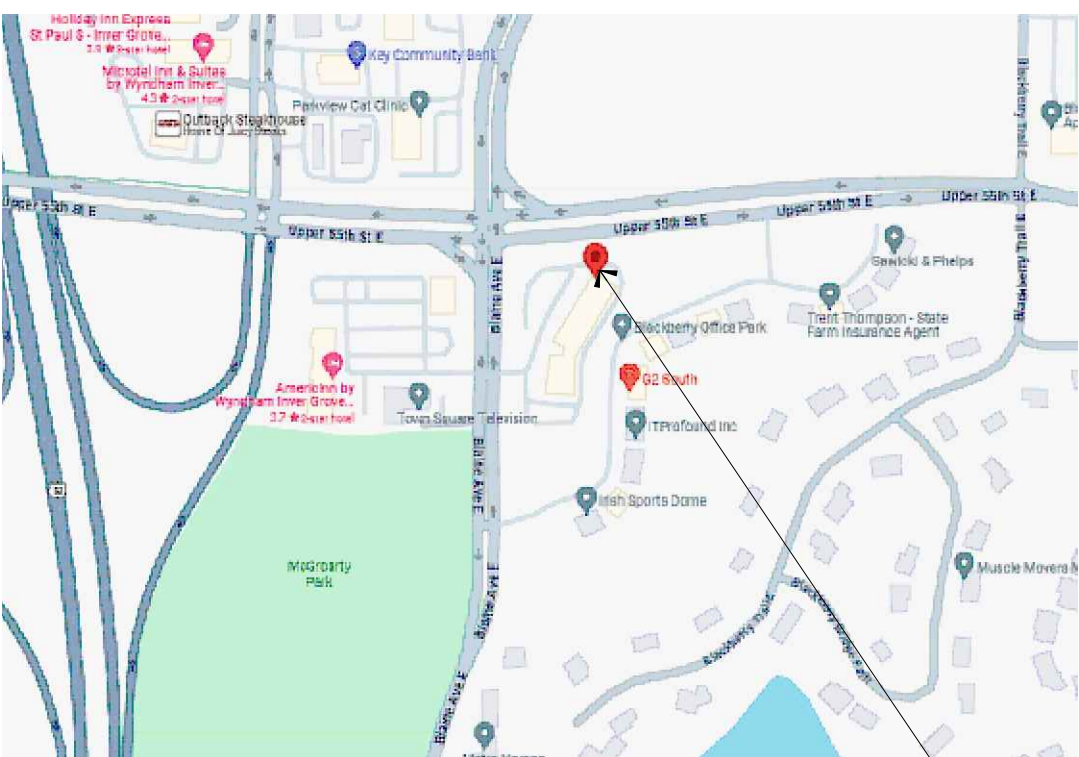
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CITY MAP



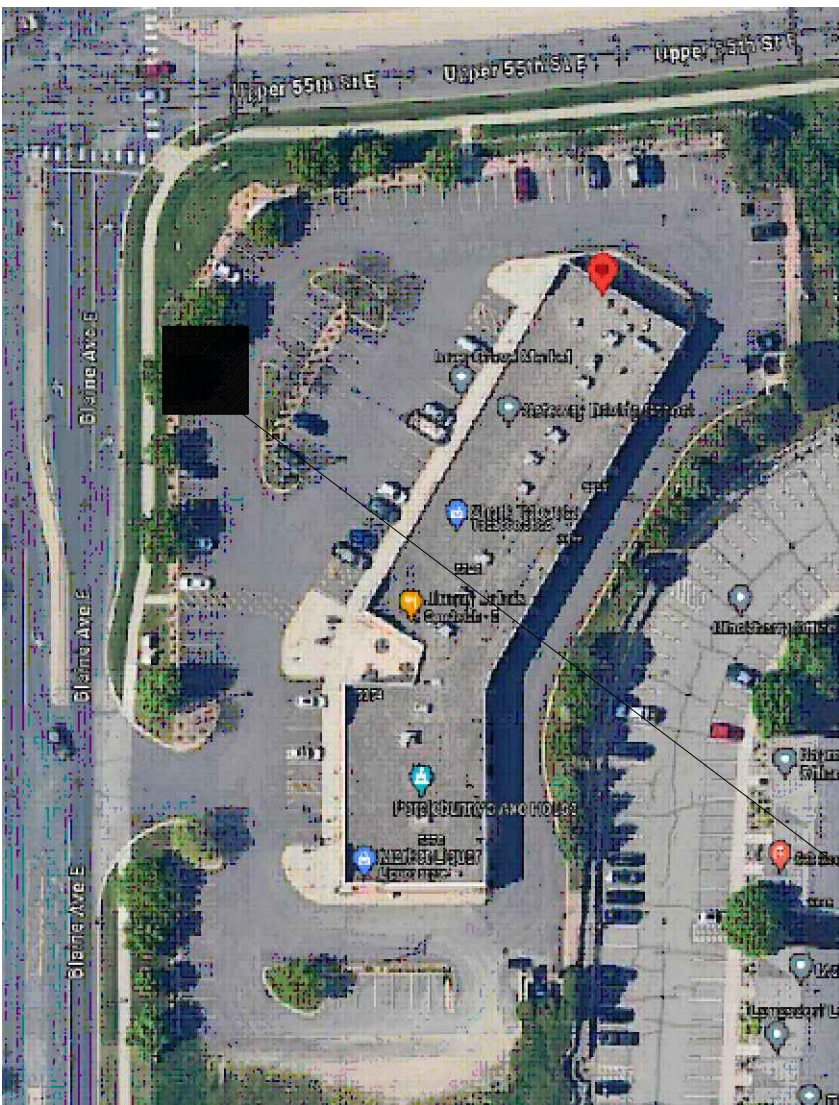
LOCATION OF SITE

VICINITY MAP



LOCATION OF SITE

EXISTING SITE



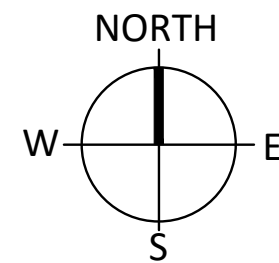
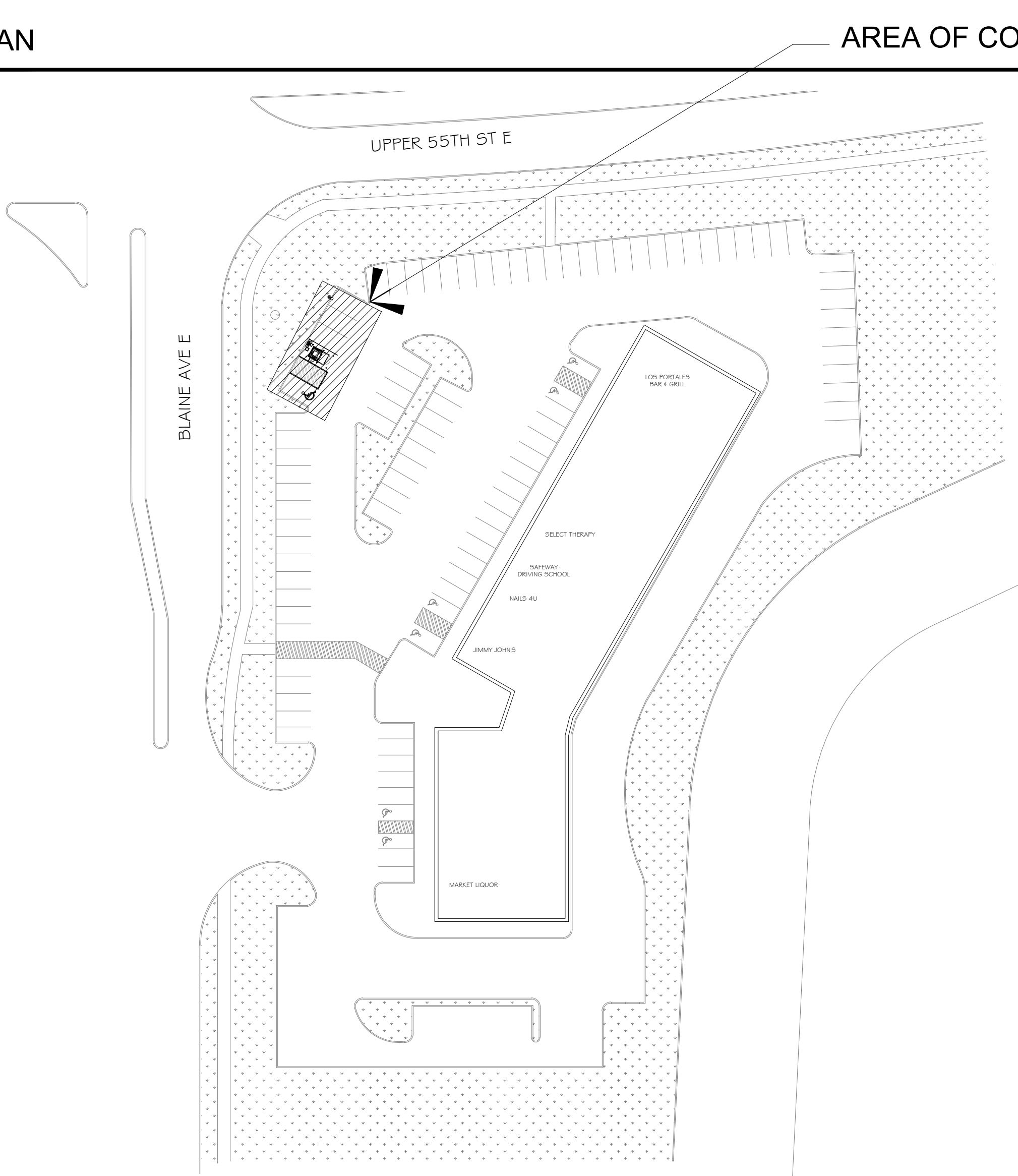
AREA OF CONTRACT

SCOPE DESCRIPTION

- TRENCH TO ELEC & TELCO
- RUN NEW CONDUIT CAT-5, ALARM, CAMERA WIRE
- RUN 30 AMP & 20 AMP CIRCUIT
- FORM & POUR NEW CONCRETE PAD
- PAINT ADA PARKING SPOT & LOADING ZONE
- INSTALLATION OF NEW ATM AND ENCLOSURE
- INSTALLATION OF NEW BOLLARDS
- INSTALLATION OF NEW SECURITY CAMERA
- INSTALLATION OF NEW LIGHT STAND & FIXTURE
- INSTALLATION OF NEW LIGHT FIXTURE ON EXISTING LIGHT POLE
- INSTALLATION OF NEW UTILITY PEDESTAL

SITE PLAN

AREA OF CONTRACT



GENERAL SITE NOTES

- A. COORDINATE WITH WELLS FARGO PROJECT MANAGER AND PROPERTY OWNER FOR WORKING HOURS.
- B. CONTRACTOR TO COMPLETE DEMOLITION OR NEW CONSTRUCTION IN A MANNER WHERE OPEN TRENCHES, WET CONCRETE, EXPOSED WIRING, OR OTHER HAZARDOUS/UNFINISHED CONDITIONS DO NOT EXIST WHEN CONTRACTOR IS NOT ON SITE AND SHALL PROTECT THE PUBLIC FROM ALL HAZARDS.
- C. CONTRACTOR TO LOCATE ALL UTILITIES AND PROTECT THEM DURING DEMOLITION.
- D. CONTRACTOR TO LOCATE UNDERGROUND UTILITIES PRIOR TO START OF WORK.
- E. CONTRACTOR TO REWORK OR ADJUST IRRIGATION AS REQUIRED FOR NEW CONCRETE PADS.
- F. CONTRACTOR TO REFER TO 01 & 02/A1.01 FOR ADDITIONAL DETAIL AND DEMOLITION PLAN.
- G. CONTRACTOR TO BE FULLY RESPONSIBLE FOR COMPLIANCE IN EFFECT FOR ALL CODES AND REQUIREMENTS FOR THIS PROJECT.
- H. CONTRACTOR SHALL TAKE FULL RESPONSIBILITY FOR APPROPRIATE INSPECTION SCHEDULING AND REQUIREMENTS BY LOCAL JURISDICTION.

SITE PLAN KEYED NOTES

- 1 CONTRACTOR TO TRENCH/ BORE FROM NEW ATM TO ELEC & TELCO
- 2 EXISTING BUILDING ACCESSIBLE PARKING TO REMAIN.
- 3 NEW ATM ACCESSIBLE PARKING

BLAINE AVE E

UPPER 55TH ST E

NEW WALK UP ATM
01/A1.01

LOS PORTALES
BAR & GRILL

SELECT THERAPY

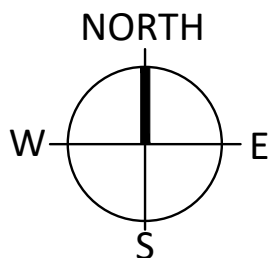
SAFEWAY
DRIVING SCHOOL

NAILS 4U

JIMMY JOHN'S

01 SITE PLAN

1/16" = 1'-0"

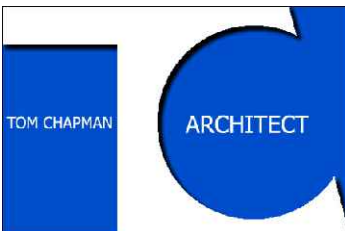


PROJECT:



NEW WALK-UP ATM
5816 BLAINE AVE E,
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55076

ARCHITECT/INTERIOR DESIGNER:



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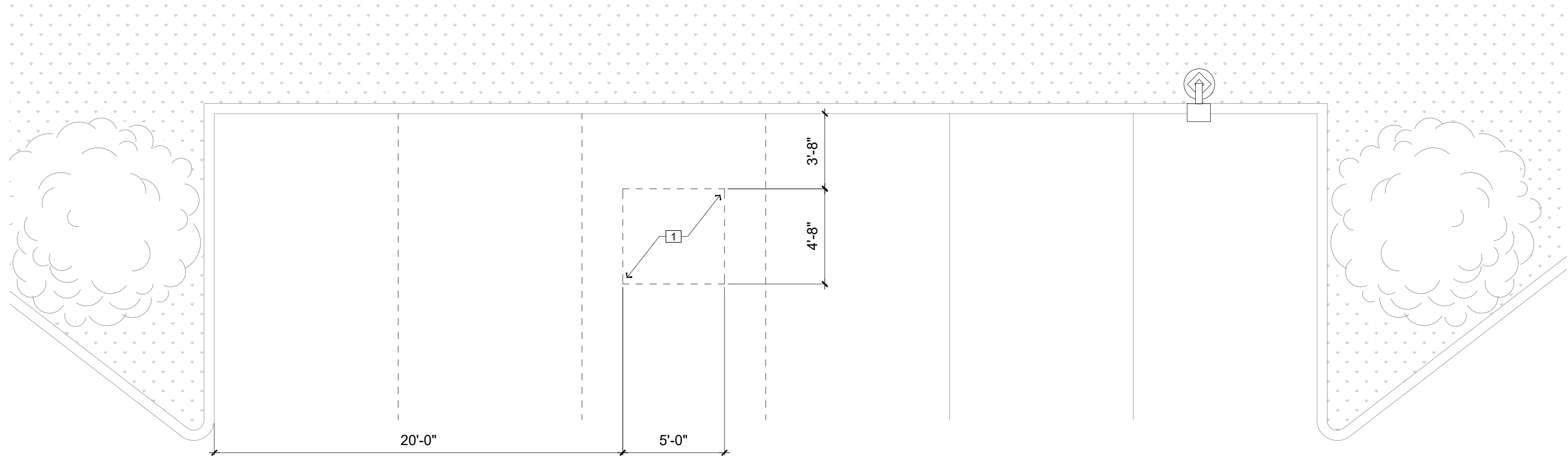
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SITE PLAN

A1.00



01 DEMOLITION PLAN
1/4" = 1'-0"

GENERAL DEMOLITION NOTES

- A. COORDINATE WITH WELLS FARGO PROJECT MANAGER AND PROPERTY OWNER FOR WORKING HOURS.
- B. CONTRACTOR TO COMPLETE DEMOLITION OR NEW CONSTRUCTION IN A MANNER WHERE OPEN TRENCHES, WET CONCRETE, EXPOSED WIRING, OR OTHER HAZARDOUS/UNFINISHED CONDITIONS DO NOT EXIST WHEN CONTRACTOR IS NOT ON SITE AND SHALL PROTECT THE PUBLIC FROM ALL HAZARDS.
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- E. CONTRACTOR TO REWORK OR ADJUST IRRIGATION AS REQUIRED FOR NEW CONCRETE PADS.

DEMOLITION PLAN KEYED NOTES

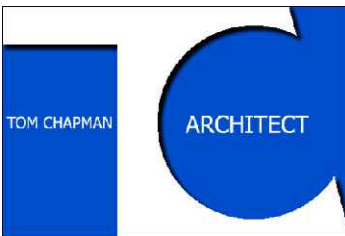
- 1 CONTRACTOR TO REMOVE EXISTING ASPHALT FOR NEW ATM FOOTING.

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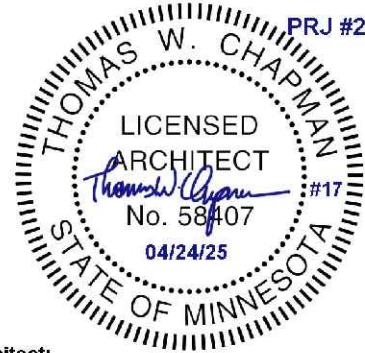
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DEMOLITION
PLAN

A1.01

LIGHTING SCHEDULE						
ARCHITECTURAL SITE LIGHT ON STEEL POLE	POLE MOUNT	3000K	14222 / 408	CREE	OSQ-A-NM-3ME-K-30K-UL-BK (QTY 1) w/OSQ-DA POLE (QTY 1)	http://api.icentera.com/v2/getfile.aspx?f=DC52045F3CA989E10B086F9F43C868DACD5B6579A2830E6A567570A61F7D4B75F7BDA3322E320216
				EATON / COOPER	PRV-A-30-D-UNV-T3-SA-BK-HSS (QTY 1) w/SSS4A25SYM5/AB1/TMP1 POLE (QTY 1)	<a href="http://www.cooperindustries.com/content/dam/public/lighting/products/documents/lu
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				ACUITY	DSX0 LED 40C 1000 30K T3M MVOLT SPA DBLXD (QTY 1) w/SSS 25 4C DM29AS DBL POLE (QTY 1)	<a href="http://www.ACUIITYbrandsighting.com/library/ll/documents/specsheets/dsx0%20up
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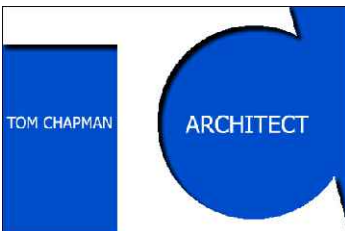
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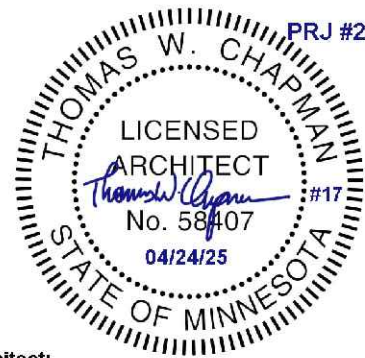
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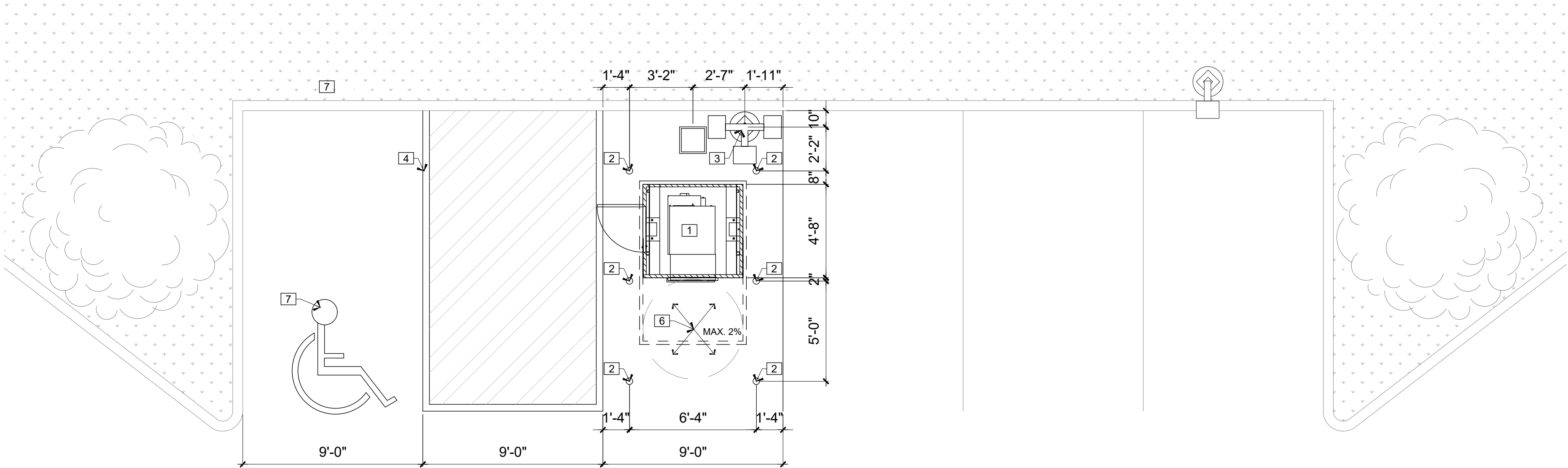
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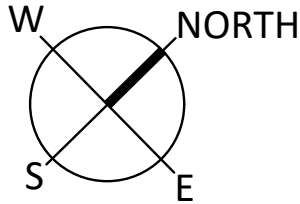
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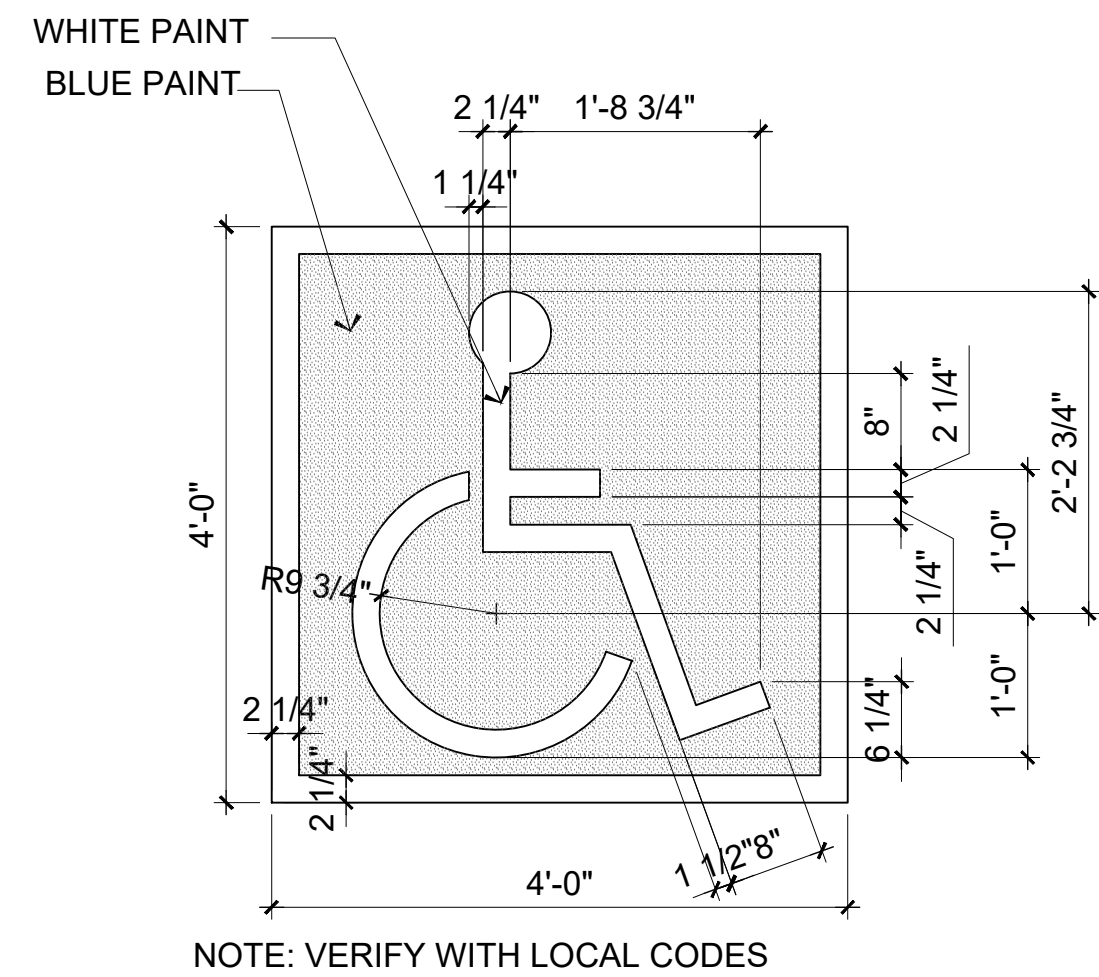
CONSTRUCTION
PLAN

A1.02

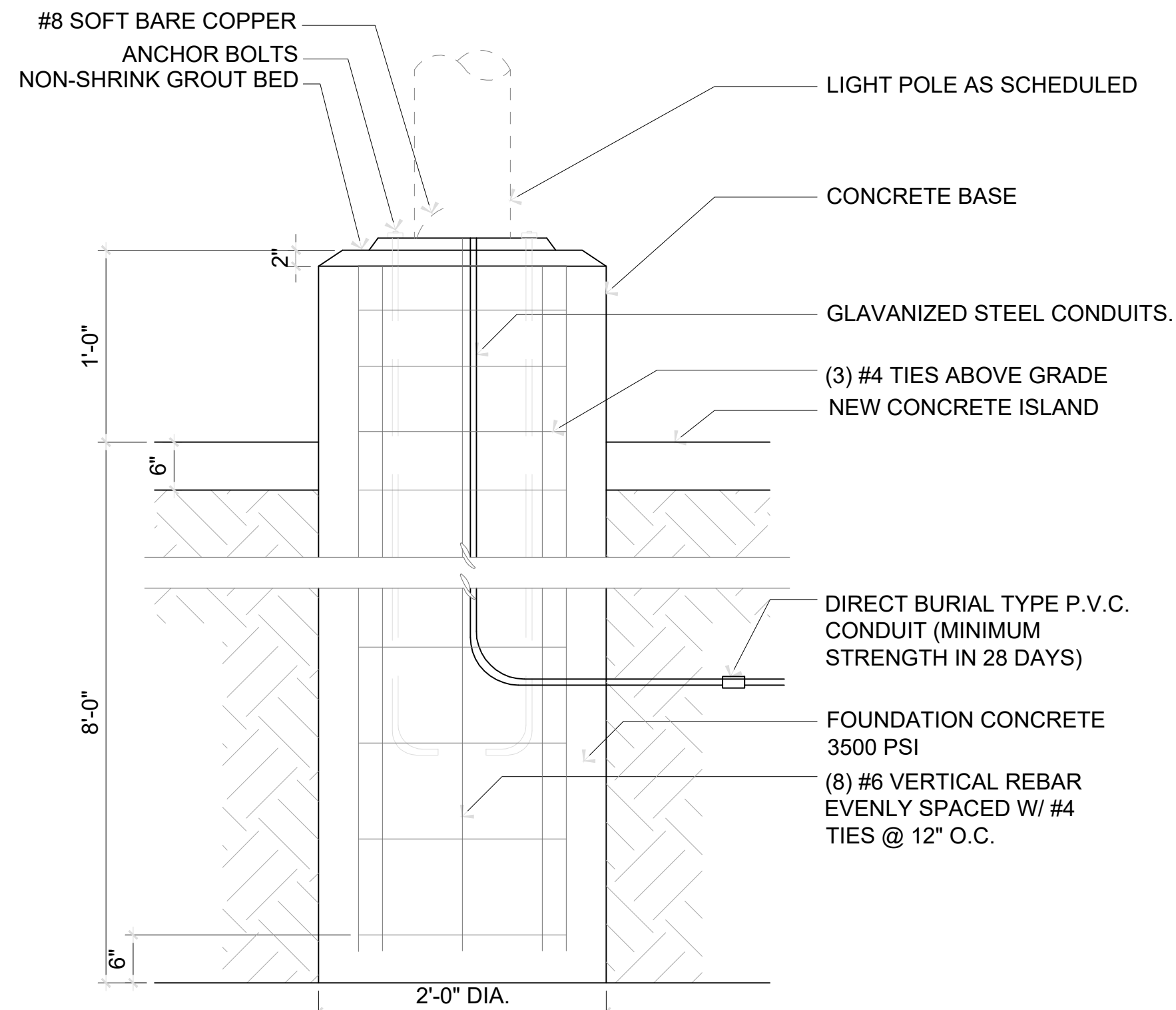


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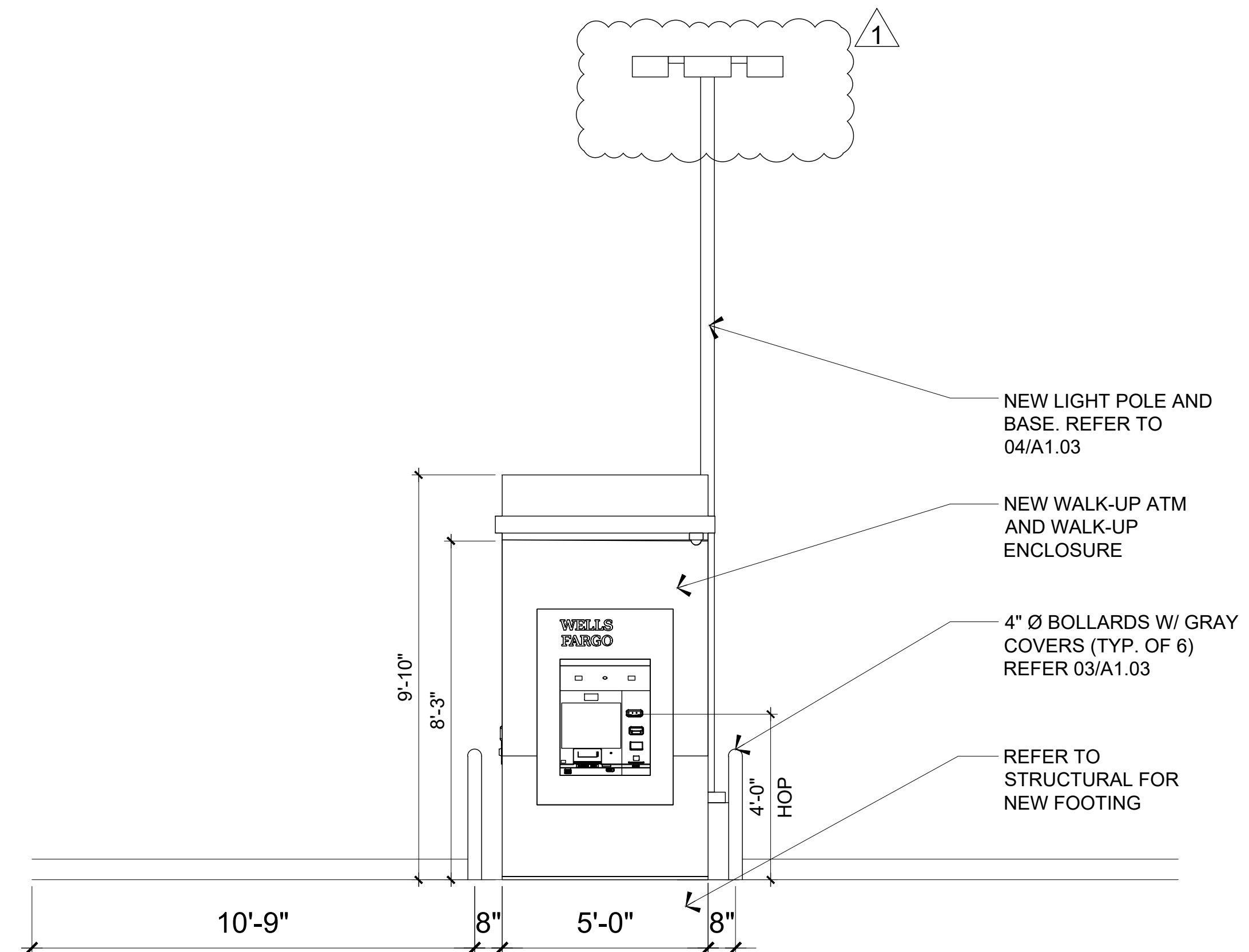




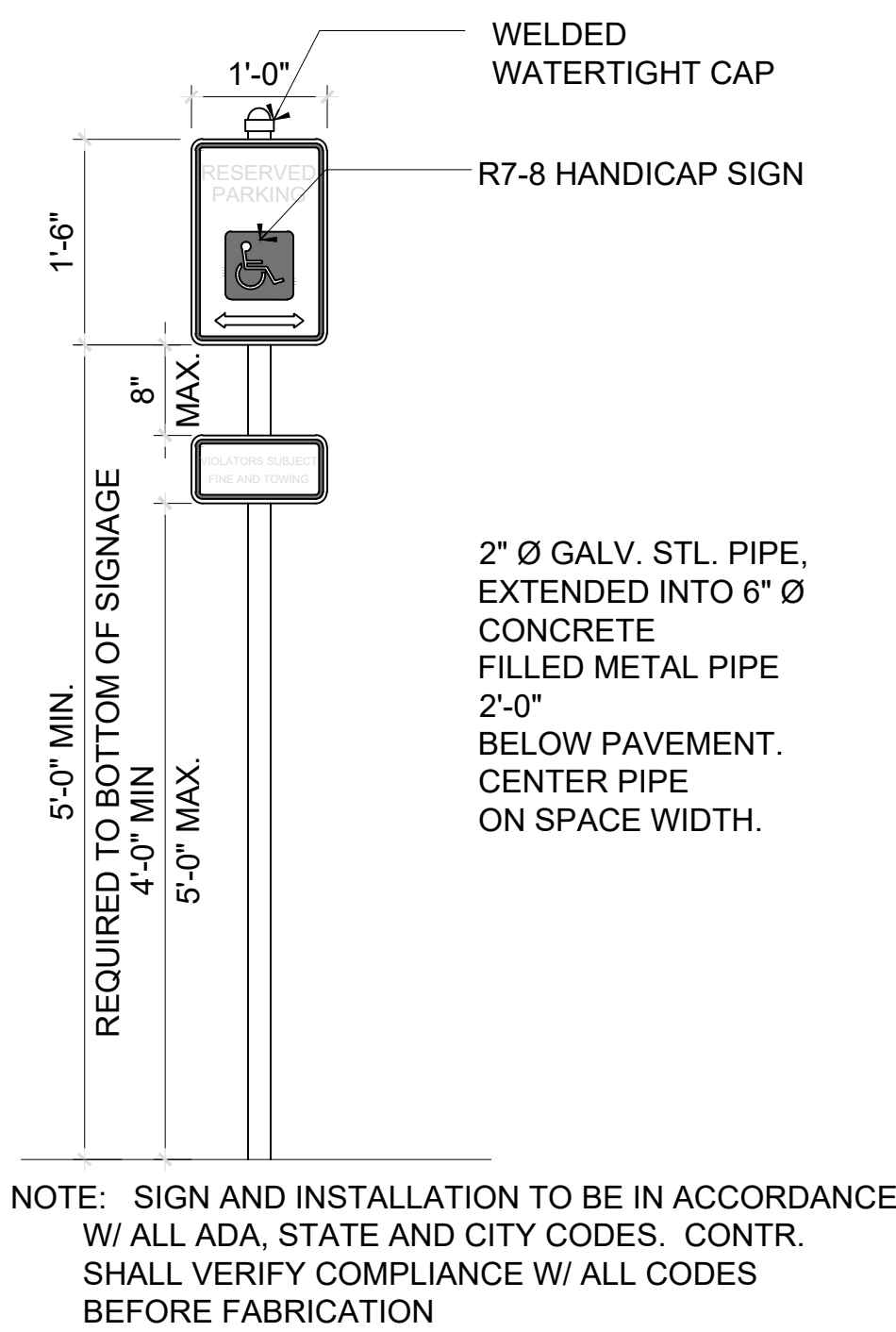
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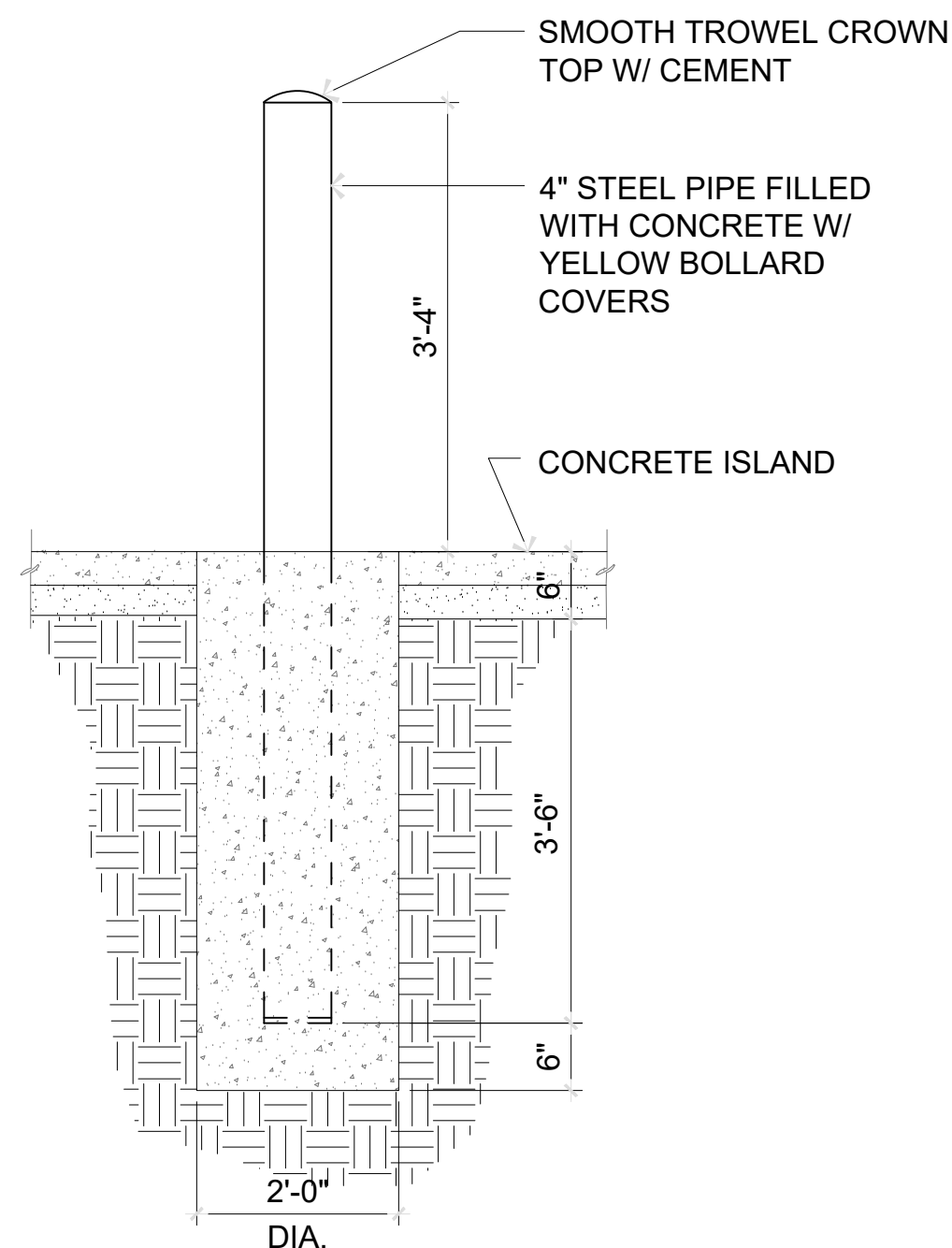
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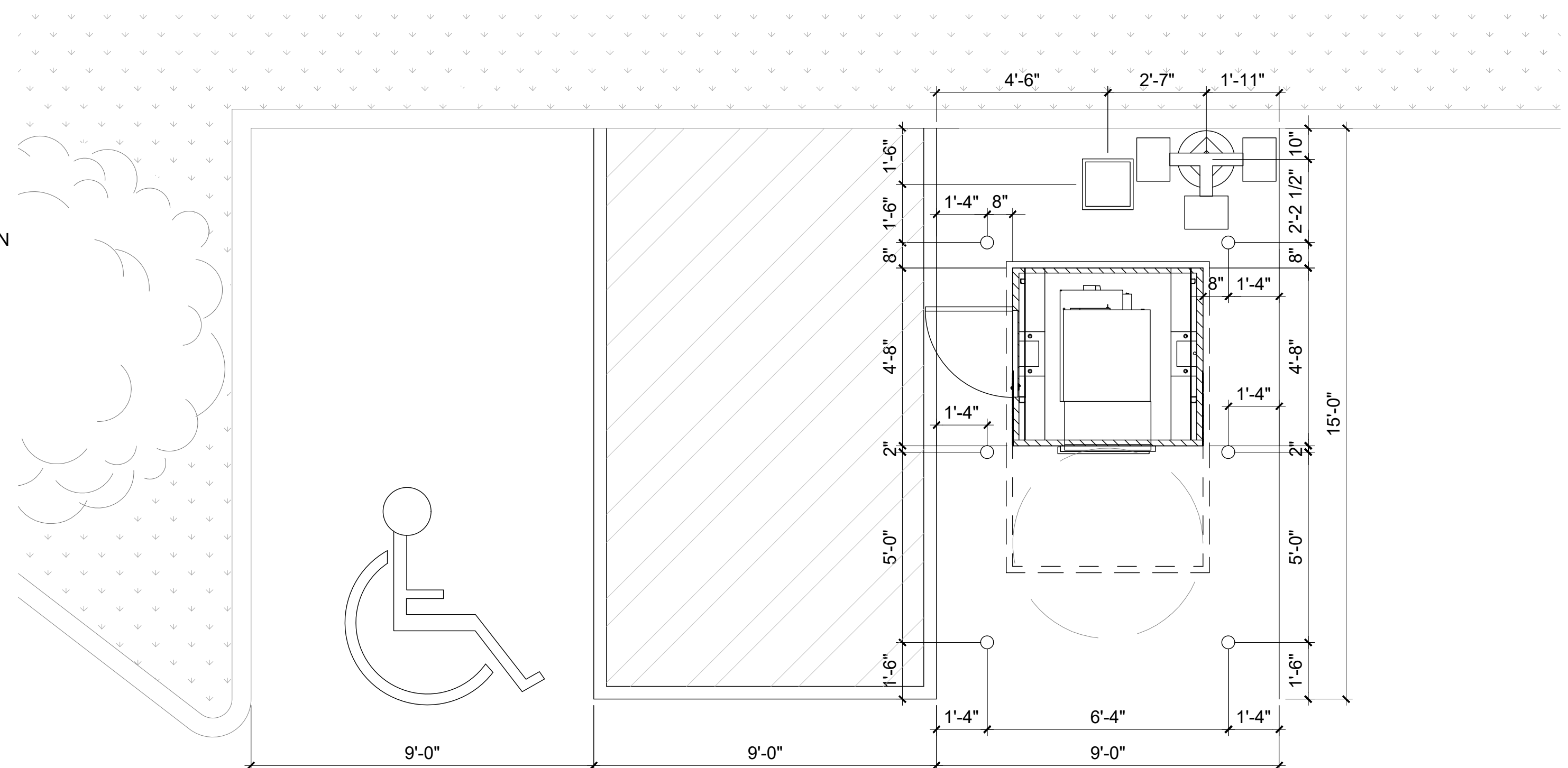
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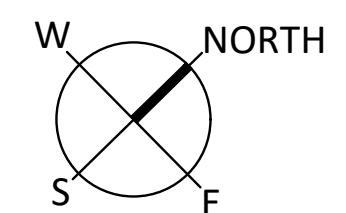
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3/4" = 1'-0"



01 ENLARGED PLAN
3/8" = 1'-0"

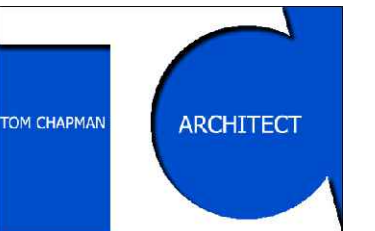


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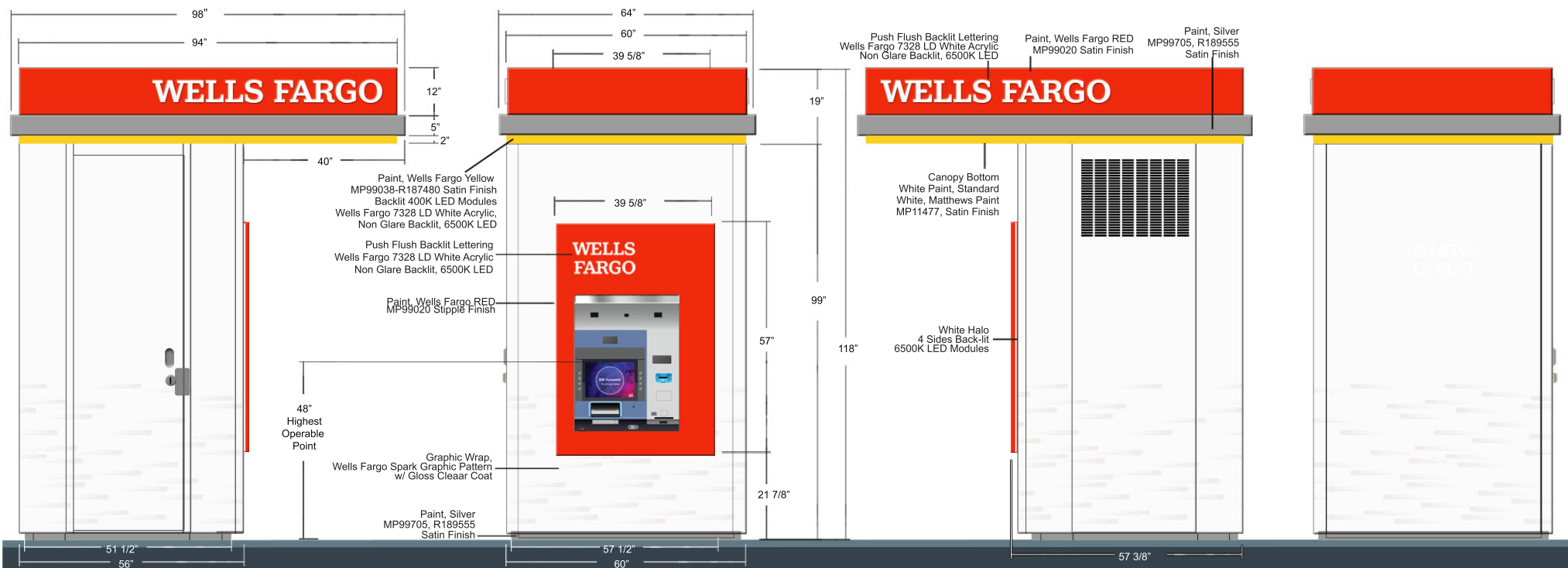
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ELEVATIONS &
DETAILS

A1.03



Wells Fargo Bank

450ADA KSK WF7400 Glide

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US Patent # 6,457,277 B1

062-WF-RED MP99020 Satin Finish

062-WF-YELLOW MP99038-R187480 Satin Finish

062-MP99705-R189555 SILVER Satin Finish

062-White MP11477 Satin Finish

Model 5567 Walk Up Kiosk w/ Canopy
Shown W/ Diebold 450 ADA ATM

FEBRUARY 13, 2023

W/WellsFargo/
5567-CANOPY_450ADA_Wells

Colors: specified
Artwork: Vector

Note:
Rendered By: JBB Approved By: _____





Request for Council Action

SUBJECT: **Preliminary and Final Plat for Peltier Reserve 3rd Addition, Amendment to the Final PUD Development Plan, Vacation of an Existing Drainage and Utility Easement, and Rezoning of a Portion of the Plat**

MEETING DATE: May 27, 2025

ITEM TYPE: Consent Agenda

CONTACT: Jason Ziemer, Community Development Director, 651-450-2546

ACTION REQUESTED

The Council is asked to adopt the following:

1. Resolutions approving the Preliminary Plat and Final Plat for Peltier Reserve 3rd Addition.
2. Resolution amending the Final PUD Development Plan for Peltier Reserve, adding two additional lots and related PUD lot standards for the two additional lots.
3. Ordinance rezoning a 3,050 square foot area subject to and included in the Plat of Peltier Reserve 3rd Addition from A, Agriculture to R-3B Multiple Family Planned Unit Development.
4. Resolution vacating an existing Drainage & Utility Easement over Outlot H of Peltier Reserve.

BACKGROUND

Builders Lot Group, LLC, the owner and developer of Peltier Reserve, a 125-unit subdivision located along on Agate Trail, has submitted a series of requests related to a proposed two-lot subdivision, to be called Peltier Reserve 3rd Addition (the "Plat"). The subdivision includes the current Outlot H of Peltier Reserve and an approximately 3,050 square foot area ("Triangle Area"), as shown on the attached Exhibit A, which is located on an adjacent parcel outside of the Peltier Reserve PUD. The Developer intends to acquire the Triangle Area to subdivide the Outlot, creating the two buildable lots as shown in the attached Preliminary Plat; this will also require a rezoning of the Triangle Area. The proposed PUD Amendment includes the addition of the Triangle Area into the Peltier Reserve PUD and the addition of a new Low Density lot standard specific to the two properties. As described below, the Plat will require vacation of an existing Drainage and Utility Easement ("Easement") over Outlot H, which will be replaced with new lot perimeter easements with the subdivision.

To approve the Plat and bring the Triangle Area into the Subdivision, the Triangle Area must first be created as its own parcel. That request is being addressed through a Lot Line Adjustment, which is handled administratively. Per City Code 11-1-7-2, City staff review and approve such adjustments and forward to Dakota County. The administrative approval by City staff will be sent to Dakota County concurrently with the plat and other documents to be recorded at the County.

Land Use & Zoning

The Subject Property is currently guided **Medium Density Residential**, per the 2040 Comprehensive Plan, and zoned **PUD**. The overall Peltier Reserve, which the Subject Property was initially included with, has a guiding of Mixed Use, Low Density Residential and Medium Density Residential. It is zoned PUD.

Proposed PUD Amendment

The Peliter Reserve PUD has applied PUD standards for each of the different lot types located throughout the Development. Those standards and the typical lot detail for each lot type is attached. The PUD tandards specifically identify the number of lots associated with each standard.

The proposed PUD standards specific only to the two lots are as follows. Note: All other lot standards for setbacks, lot coverage and vehicle parking are consistent with the other existing PUD Standards.

Lot Width	66' to 92'
Lot Depth	113'
Lot Area	7,593 sf to 7,714 sf

As stated above, the proposed minimum lot depth for both lots – 113 feet – is different than the other lot depth standards, which are 125 feet and 130 feet. The Developer did propose a Plat that conformed to standards equal to 130 feet, resulting in a plat that created two small, inaccessible triangular outlots. City staff objected to the initial plat, as drawn, recommending the Plat presented and that the applicant seek an amendment to the PUD, adding the new standard for only the two lots. Given the topography of the lots, both home types are shown as a multi-level garage under (MLGU), meaning the garage is located under the home.

Vacation of Drainage & Utility Easement

At the time of platting of Peltier Reserve, a Drainage and Utility Easement (“Easement”) was placed over all of Outlot H. The Developer noted the intention of Outlot H was as is currently proposed for two lots and that water and sewer service lines were stubbed to the property to service the two lots. Thus, the current Easement must be vacated in order to replat the Outlot into two buildable lots to construct homes. New perimeter Easements – per lot – shall be dedicated with the proposed Plat; said Easements conform to City standards.

Rezoning of the Triangle Area

The 3,050-square-foot Triangle Area has the same land use guiding – Medium Density Residential – as Outlot H. However, the Triangle Area is currently zoned A, Agriculture, and requires rezoning to PUD, Planned Unit Development.

Planning Commission Review & Recommendation

On May 6, 2025, the Planning Commission conducted the required hearing for the Preliminary Plat, PUD amendment, rezoning and vacation of the drainage and utility easement over Outlot H. No public comments were received during the hearing. Following the hearing, the Commission voted unanimously to recommend approval of all applications as presented.

Park Dedication & Other Fees

The addition of the two lots will be subject to any park dedication and other development-related fees as required at the time of plat and/or development. Those fees will be calculated and presented at the time of development agreement.

FISCAL IMPACT

N/A

RECOMMENDATION

City staff recommend approval of the proposed amendments to the Peliter Reserve PUD, Peliter Reserve 3rd Addition Preliminary Plat and Final Plat, Rezoning of the Triangle Area, as shown, and Vacation of Drainage and Utility Easement over Outlot H of Peliter Reserve.

ATTACHMENTS

1. Resolution_Preliminary Plat_Peltier Reserve 3rd Addition_05-27-2025
2. Resolution_Final Plat_Peltier Reserve 3rd Addition_05-27-2025
3. Resolution_Amended Final PUD Development Plan_Peltier Reserve_05-27-2025
4. Resolution_Outlot H Peltier Reserve Drainage & Utility Easement Vacation_05-27-2025
5. Ordinance_Rezone from A Agriculture to R-3B Multiple Family PUD_05-27-2025
6. Narrative_Peltier Reserve 3rd Addition_04-14-2025
7. Exhibit A_PR 3rd Addition
8. PUD Standards_Peltier Rsrv_05-02-2025_8x11
9. Preliminary Plat_Peltier Reserve 3rd Addition_04-02-2025_8x11
10. Final Plat_Peltier Reserve 3rd Addition_04-09-2025_8x11
11. Civil Drawings_Peltier Reserve 3rd Addition_04-11-2025_8x11
12. Peltier Reserve Location Map

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. 2025-____

**RESOLUTION APPROVING THE PRELIMINARY PLAT FOR
PELTIER RESERVE 3RD ADDITION**

WHEREAS, Builders Lot Group, LLC, Owner and Developer of Peltier Reserve, a 125-unit residential subdivision ("Subdivision") located on Agate Trail has requested Preliminary Plat approval for Peltier Reserve 3rd Addition ("Plat") for the purpose of creating two additional lots to be added to Subdivision; and,

WHEREAS, the properties subject to the Plat include Outlot H of Peltier Reserve and a 3,050-square-foot area ("Triangle Area"), legally described in Exhibit A and depicted in Exhibit B, located adjacent to Outlot H and just outside of existing boundaries of the Subdivision, hereafter referred to as the "Subject Property;" and,

WHEREAS, the Subject Property is guided MDR, Medium Density Residential, per the 2040 Comprehensive Plan, with Outlot H zoned R-3B Multiple Family Planned Unit Development, as approved by the City Council on May 10, 2021, per Ordinance No. 1407, and the Triangle Area rezoned to R-3B Multiple Family Planned Unit Development, as approved by the City Council on May 27, 2025, per Ordinance No. ____; and,

WHEREAS, the Plat conforms to the Final PUD Development Plan standards, as approved by the City Council on August 9, 2021, per Resolution No. 2021-215, and amended to include the two additional lots as described herein, as approved by the City Council on May 27, 2025, per Resolution No. ____; and,

WHEREAS, pursuant to Minnesota Statute §462.357 ("Statute") the Inver Grove Heights Planning Commission ("Commission") held a Public Hearing ("Hearing") on May 6, 2025, to received public comment regarding the Plat; and,

WHEREAS, notice of the Hearing was posted at City Hall, published in the City's official newspaper, and mailed to all owners of affected properties, as required by Statute; and,

WHEREAS, no verbal or written comments were received for or against the Plat at or before the Hearing; and,

WHEREAS, following the Hearing, the Commission found the Plat satisfies all Land Use and Zoning standards and platting requirements for the Peltier Reserve PUD, as amended, and unanimously recommended approval of the Plat for Peltier Reserve 3rd Addition.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, MINNESOTA, the Preliminary Plat for Peltier Reserve 3rd Addition is hereby approved, subject to the following conditions:

1. Owner shall seek Final Plat approval within six (6) months from the date of Preliminary Plat approval for Peltier Reserve 3rd Addition.
2. Title work for the Plat shall be provided to and conform to any requirements resulting from City staff and the City Attorney's review of the title work and plat opinion.
3. Owner shall pay to the City all applicable fees and expenses incurred by the City as related to the Plat.
4. The Subject Property shall be developed in substantial conformance with the plans on file with the Planning and Engineering Departments, and according to the approved standards for Peltier Reserve PUD, as amended.
5. An amendment to the Master Peltier Reserve PUD Agreement and Stormwater Facilities Maintenance Agreement (SWFMA) shall be required as part of the development approvals. The Owner shall be required to execute said amendments to those agreements in conjunction with the City approvals of the Plat.
6. Except as otherwise expressly authorized by City resolution or ordinance, all aspects of the development shall comply with all applicable state laws and city codes, ordinance, and regulations.

BE IT FURTHER RESOLVED that the Deputy Clerk is hereby authorized and directed to record a certified copy of this Resolution at the Dakota County Recorder's Office.

Approved by the City Council of Inver Grove Heights this 27th day of May, 2025.

Brendia Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

EXHIBIT A

SUBJECT PROPERTY LEGAL DESCRIPTION

Outlot H, Peliter Reserve, Dakota County, Minnesota
(PID: 20-56900-00-080)

and

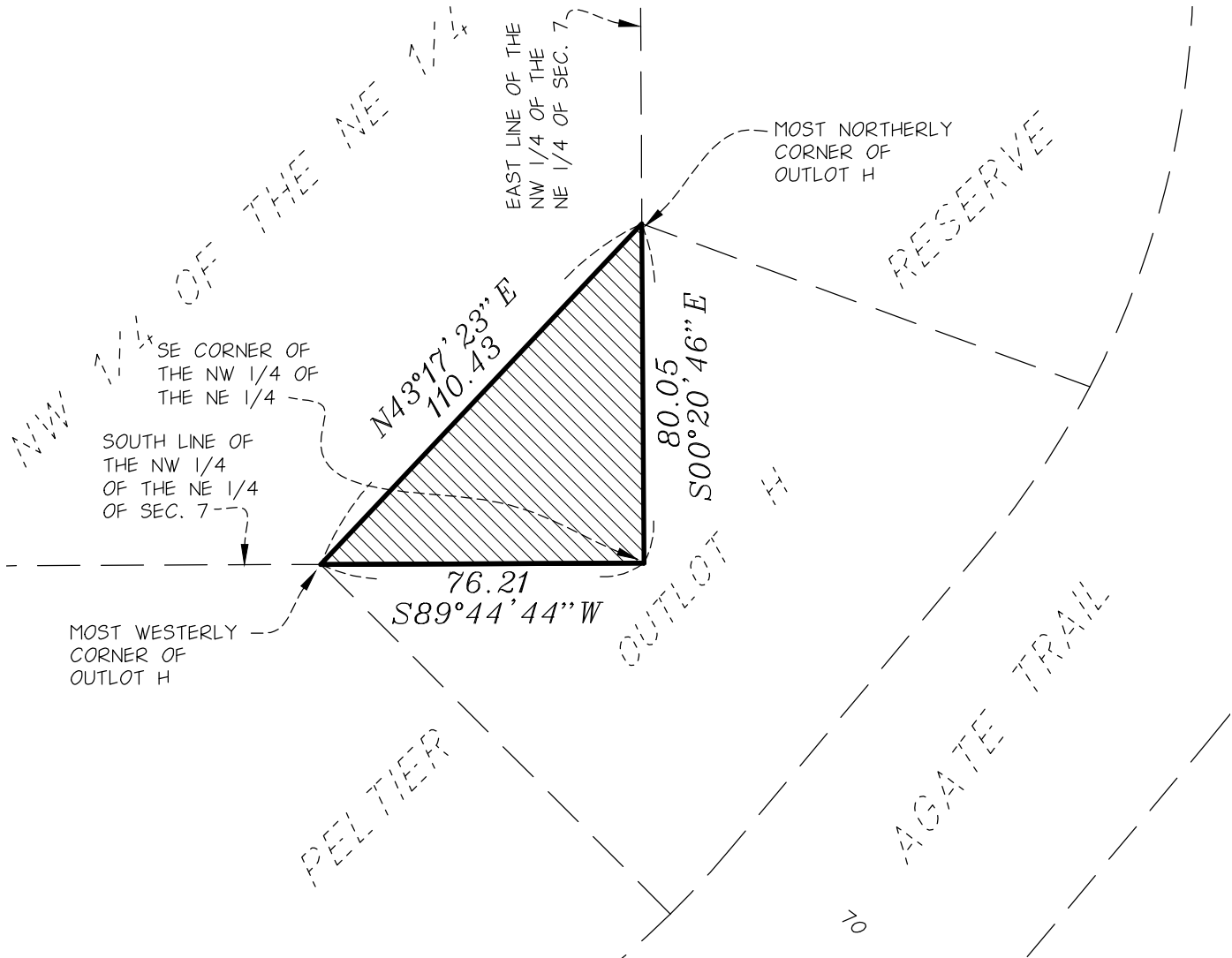
That part of the Northwest of the Northeast Quarter of Section 7, Township 27, Range 22, Dakota County, Minnesota described as BEGINNING at the southeast corner of said Northwest Quarter of the Northeast Quarter; thence on an assumed bearing of South 89 degrees 44 minutes 44 seconds West along the south of said Northwest Quarter of the Northeast Quarter a distance of 76.21 feet to the most westerly corner of Outlot H, PELTIER RESERVE; thence North 43 degrees 17 minutes 23 seconds East a distance of 110.43 feet to the most northerly of said Outlot H; thence South 00 degrees 20 minutes 46 seconds East a distance of 80.05 feet to the POINT OF BEGINNING.

EXHIBIT B

**SUBJECT PROPERTY
PROPERTY SKETCH**

EXHIBIT A

PURCHASE AREA



PURCHASE AREA LEGAL DESCRIPTION:

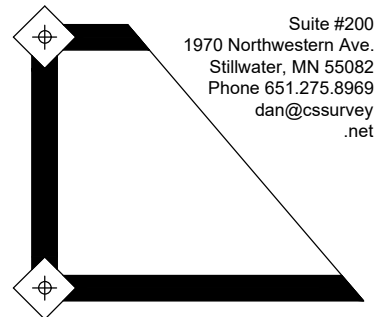
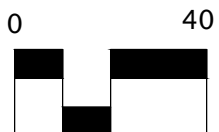
That part of the Northwest of the Northeast Quarter of Section 7, Township 27, Range 22, Dakota County, Minnesota described as BEGINNING at the southeast corner of said Northwest Quarter of the Northeast Quarter; thence on an assumed bearing of South 89 degrees 44 minutes 44 seconds West along the south of said Northwest Quarter of the Northeast Quarter a distance of 76.21 feet to the most westerly corner of Outlot H, PELTIER RESERVE; thence North 43 degrees 17 minutes 23 seconds East a distance of 110.43 feet to the most northerly of said Outlot H; thence South 00 degrees 20 minutes 46 seconds East a distance of 80.05 feet to the POINT OF BEGINNING



DENOTES PURCHASE AREA
3,050 SQ.FT., MORE OR LESS.



NORTH



Suite #200
1970 Northwestern Ave.
Stillwater, MN 55082
Phone 651.275.8969
dan@cssurvey.net

CORNERSTONE
LAND SURVEYING, INC

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. 2025-____

**RESOLUTION APPROVING THE FINAL PLAT FOR
PELTIER RESERVE 3RD ADDITION**

WHEREAS, Builders Lot Group, LLC, Owner and Developer of Peltier Reserve, a 125-unit residential subdivision ("Subdivision") located on Agate Trail has requested Final Plat approval for Peltier Reserve 3rd Addition ("Plat"); and,

WHEREAS, the properties subject to the Plat include Outlot H of Peltier Reserve (PID: 20-56900-00-080) and a 3,050-square-foot area located adjacent to Outlot H and just outside of existing boundaries of the Subdivision, hereafter referred to as the "Subject Property;" and,

WHEREAS, the Plat proposes to create two additional lots, as legally described in Exhibit A and depicted on said Plat; no new right of way is to be dedicated with this Plat; and,

WHEREAS, the Subject Property is guided MDR, Medium Density Residential, per the 2040 Comprehensive Plan, with Outlot H zoned R-3B Multiple Family Planned Unit Development, as approved by the City Council on May 10, 2021, per Ordinance No. 1407, and the Triangle Area rezoned to R-3B Multiple Family Planned Unit Development, as approved by the City Council on May 27, 2025, per Ordinance No. ____; and,

WHEREAS, the Plat conforms to the Final PUD Development Plan standards, as approved by the City Council on August 9, 2021, per Resolution No. 2021-215, and amended to include the two additional lots as described herein, as approved by the City Council on May 27, 2025, per Resolution No. ____; and,

WHEREAS, on May 27, 2025, the City Council approved the Preliminary Plat for Peltier Reserve 3rd Addition, per Resolution No. 2025-____.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, MINNESOTA, the Final Plat for Peltier Reserve 3rd Addition is hereby approved, subject to the following conditions:

1. Title work for the Plat shall be provided to and conform to any requirements resulting from City staff and the City Attorney's review of the title work and plat opinion.
2. Owner shall pay to the City all applicable fees and expenses incurred by the City as related to the Plat.

3. Except as otherwise expressly authorized by City resolution or ordinance, all aspects of the development shall comply with all applicable state laws and city codes, ordinance, and regulations.

BE IT FURTHER RESOLVED, the Final Plat shall not be released for recording until all fees and other financial obligations and agreements, if required, are received and executed by the City; recording of the Final Plat with the land records office of Dakota County must occur within 30 days of its release by the City.

Approved by the City Council of Inver Grove Heights this 27th day of May, 2025.

Brendia Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

EXHIBIT A

**PELTIER RESERVE 3RD ADDITION
LEGAL DESCRIPTION**

Lots 1 and 2, Block 1, Peltier Reserve 3rd Addition

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. 2025-____

**RESOLUTION APPROVING AN AMENDMENT TO THE
FINAL PUD DEVELOPMENT PLAN FOR PELTIER RESERVE**

WHEREAS, the Final PUD Development Plan for Peltier Reserve, a 125-unit residential subdivision, received approval by the Inver Grove Heights City Council ("Council") on August 9, 2021, per Resolution No. 2021-215; and,

WHEREAS, on May 27, 2025, the Council approved the Final Plat for Peltier Reserve 3rd Addition ("Plat"), a two-lot subdivision legally described in Exhibit A, per Resolution No. 2025-____; and,

WHEREAS, pursuant to Minnesota Statute §462.357 ("Statute") the Inver Grove Heights Planning Commission ("Commission") held a Public Hearing ("Hearing") on May 6, 2025 to receive public comment on and consider a request from Builders Lot Group, LLC for an amendment to the Final PUD Development Plan for Peltier Reserve to incorporate the two additional lots as approved by the Plat; and,

WHEREAS, notice of the Hearing was posted at City Hall, published in the City's official newspaper, and mailed to all owners of affected properties, as required by Statute; and,

WHEREAS, no verbal or written comments were received for or against the amendment to the Final PUD Development Plan for Peltier Reserve at or before the Hearing; and,

WHEREAS, following the Hearing, the Commission unanimously recommended approval of amendment to the Final PUD Development Plan for Peltier Reserve Plat to incorporate the two additional lots as approved by the Plat and according to the amended PUD Applied Standards as depicted in Exhibit B.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, MINNESOTA, the Final PUD Development Plant for Peltier Reserve is hereby approved, subject to the following conditions:

1. The two lots, as approved by Peltier Reserve 3rd Addition, shall be developed in substantial conformance with the PUD Applied Standards, per Exhibit B.
2. Prior to any work commencing on either lot, Builders Lot Group, LLC shall enter into an amended Development Contract, Stormwater Facility Maintenance Agreement (SWFMA) and other agreements related to Peltier Reserve, and shall pay to the City all applicable fees and expenses incurred by the City as related to the Plat.

3. Except as otherwise expressly authorized by City resolution or ordinance, all aspects of the development shall comply with all applicable state laws and city codes, ordinance, and regulations.

Approved by the City Council of Inver Grove Heights this 27th day of May, 2025.

Brendia Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

EXHIBIT A

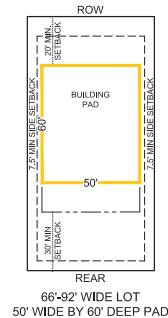
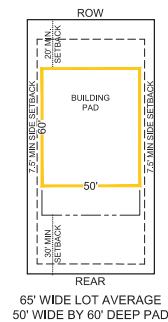
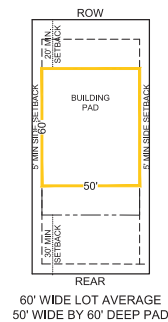
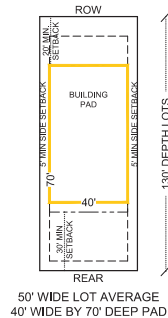
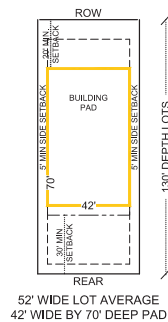
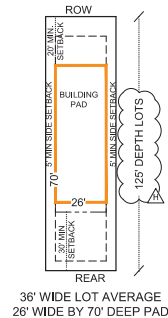
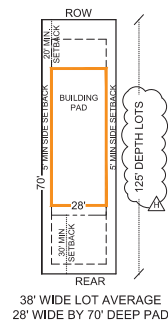
**PELTIER RESERVE 3RD ADDITION
LEGAL DESCRIPTION**

Lots 1 and 2, Block 1, Peltier Reserve 3rd Addition

EXHIBIT B

**PELTIER RESERVE DEVELOPMENT
PUD APPLIED STANDARDS**

	APPLIED & SUPPLEMENTAL PUD NEIGHBORHOOD DESIGN STANDARDS								
	Medium Density	Low Density	Low Density	Low Density	Low Density	Multi Use	Existing House	TOTAL	
Lot Requirements									
Lot Width	36'-38'	50'-52'	60'	65'	66'-92'				
Lot Depth	125'	130'	130'	135'	113'				
Lot Size	4500-4750 SF	6500-6760 SF	7800 SF	8775 SF	7593-7714 SF				
Pad Width	26'-28'	40'-42'	50'	50'	50'				
Pad Depth	70'	70'	60'	60'	60'				
Units	51	37	16	19	2	165		288 Units	
Setbacks									
Front (From ROW)	20'	20'	20'	20'	20'	40'			
Side (House & Garage)	5'	5'	5'	7.5'	5'	40'			
Side (Corner)	15'	15'	15'	15'	40'				
Side (County Rd 70)	50'	50'	50'	50'	50'				
Rear	30'	30'	30'	30'	30'	50'			
Rear (Argenta Trail)	50'	50'	50'	50'	50'				
Building Height	35'	35'	35'	35'	35'				
Lot Coverage									
Building Pad	1,980 SF	2,800 SF	2,950 SF	3,000 SF	2950 SF	48,500 SF (25%)	0.57 AC	8.77 AC	
Driveways & Walks	520 SF	775 SF	800 SF	900 SF	800 SF	3,500 SF	0.76 AC	2.53 AC	
Parking Lot						49,000 SF		1.12 AC	
Lot Impervious (max.)	2,500 SF (55%)	3,575 SF (55%)	3,750 SF (48%)	3,900 SF (45%)	3,750 SF (49%)	101,000 SF (52%)			
Total Impervious:							1.33 AC	12.42 AC	
Vehicle Parking									
SF & Apartment	1 OFF-STREET	2 OFF-STREET	2 OFF-STREET	2 OFF-STREET	2 OFF-STREET	1 GAR.+0.5/UNIT			
Total Streets Impervious								5.77 AC	



Client



Builders
LOT GROUP

Project
PELTIER
RESERVE

Location
INVER GROVE
HEIGHTS, MN

Certification

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed professional ENGINEER under the laws of the state of Minnesota.

Eric T. Luth

Eric T. Luth
Registration No. 50475 Date: 09/03/2021
If applicable, contact us for a wet signed copy of this plan which is available upon request at Sambatek's, Minneapolis, MN office.

Summary

Designed: JEB Drawn: CJS
Approved: ETL Book / Page:
Phase: CONSTRUCTION Initial Issue: 09/03/2021

Revision History

No.	Date	By	Submittal / Revision
09/03/21	CONSTRUCTION DOCS		
10/15/21	REVISION A		
11/10/21	REVISION B		
01/12/22	REVISION C - CITY COMMENTS		

Sheet Title
PUD APPLIED
STANDARDS

Sheet No. Revision
C3.05

Project No. 22425

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. 2025-____

**RESOLUTION APPROVING THE VACATION OF A
UTILITY EASEMENT DEDICATED ON OUTLOT H, PELTIER RESERVE**

WHEREAS, on August 9, 2021, the Inver Grove Heights City Council ("Council") approved the Final Plat for Peltier Reserve ("Plat"), a 125-unit residential subdivision ("Subdivision"), per Resolution No. 2021-215; and,

WHEREAS, a Drainage and Utility Easement ("Easement") was dedicated across all of Outlot H of said Plat; and,

WHEREAS, Builders Lot Group, LLC, the Owner and Developer of said Subdivision, has requested the vacation of said Easement for the purpose of developing Outlot H into two residential lots; and,

WHEREAS, on May 27, 2025, the Council approved the Final Plat for Peltier Reserve 3rd Addition ("Plat"), converting Outlot H into two buildable residential lots, per Resolution No. 2025-____; and,

WHEREAS, the City Engineer has reviewed said request and has determined said Easement may be vacated as there are no existing public utilities located within the Easement area and there is no current or future public purpose for said Easement; and,

WHEREAS, pursuant to Minnesota Statutes §462.358, subd. 7 and §412.851 ("Statute") the Inver Grove Heights Planning Commission ("Commission") held a Public Hearing ("Hearing") on May 6, 2025 to receive public comment regarding the proposed Easement to be vacated; and,

WHEREAS, notice of the Hearing was posted at City Hall, published in the City's official newspaper, and mailed as required by said Statutes; and,

WHEREAS, no verbal or written comments were received for or against the vacation of said Easement prior to or at the Hearing; and,

WHEREAS, following the Hearing, the Commission found the Easement, as legally described and depicted herein, is no longer necessary for public purposes and, therefore, has no interest to the public and may be vacated.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, that the Drainage and Utility Easement dedicated with the plat of Peltier Reserve and located on Outlot H, Peltier Reserve, which said Drainage and Utility Easement is legally described in Exhibit A and depicted in Exhibit B, is hereby declared as vacated.

BE IT FURTHER RESOLVED, the City Clerk is hereby directed to prepare a Notice of Completion of Vacation, which shall be signed by the Mayor and City Clerk and recorded with the Office of the Dakota County Recorder.

This resolution is passed and adopted by the City Council of the City of Inver Grove Heights, Dakota County, Minnesota this 27th day of May, 2025.

Aye:

Nay:

Brendia Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

EXHIBIT A

DRAINAGE AND UTILITY EASEMENT VACATION LEGAL DESCRIPTION

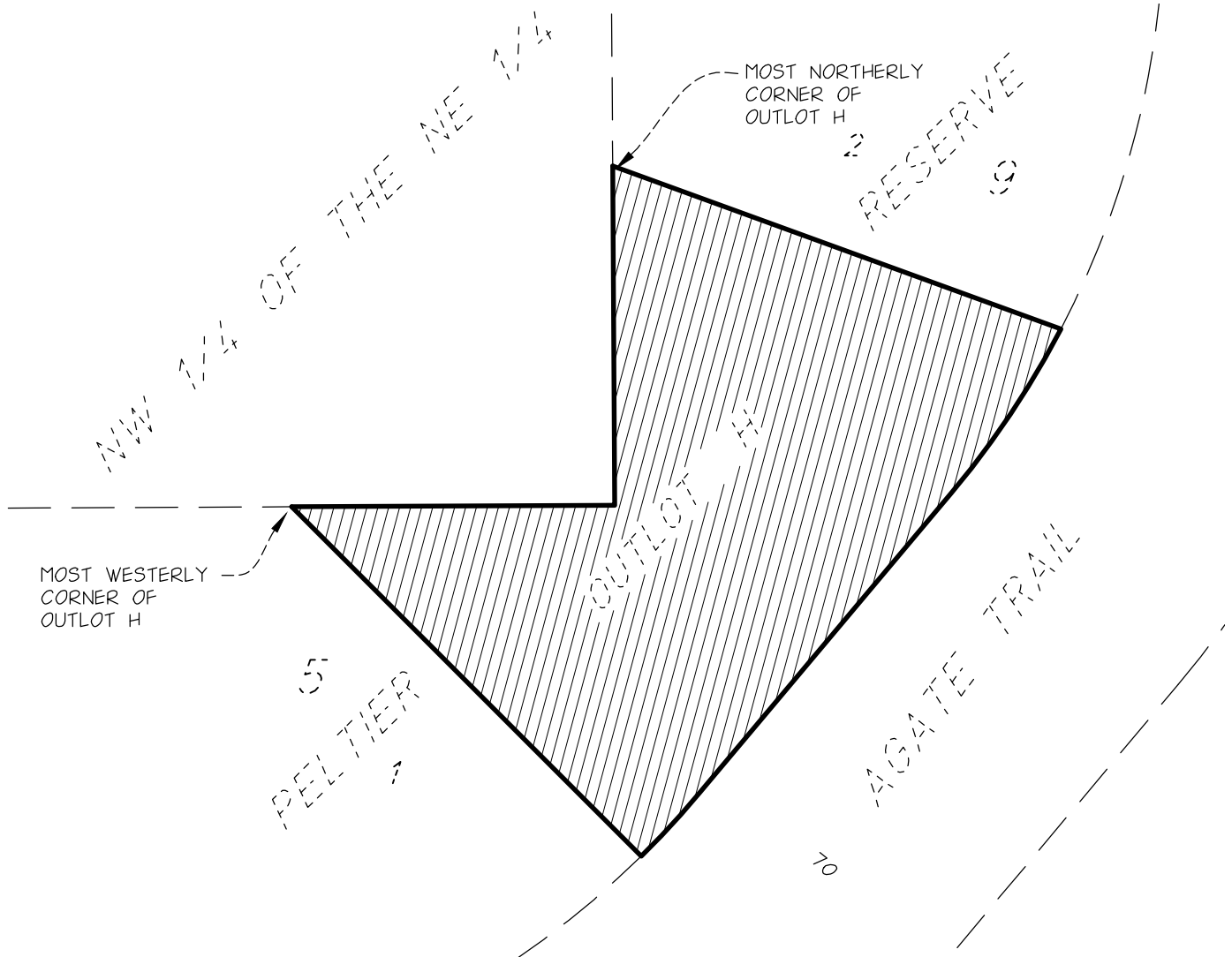
Outlot H, Peltier Reserve, Dakota County, Minnesota

EXHIBIT B

**SKETCH OF EASEMENT AREA TO BE VACATED
OUTLOT H, PELTIER RESERVE**

EXHIBIT A

EASEMENT VACATION



EASEMENT VACATION

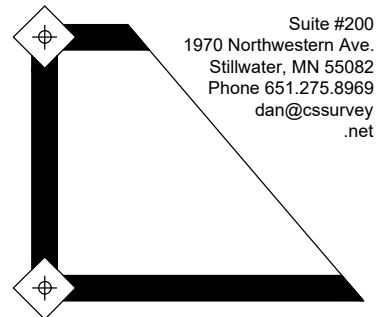
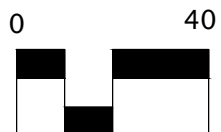
Those particular Drainage and Utility Easements as dedicated on the plat of PELTIER RESERVE, Dakota County, Minnesota, embraced within Outlot H, said plat.



DENOTES DRAINAGE AND UTILITY
EASEMENT TO BE VACATED



NORTH



Suite #200
1970 Northwestern Ave.
Stillwater, MN 55082
Phone 651.275.8969
dan@cssurvey.net

CORNERSTONE
LAND SURVEYING, INC

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

ORDINANCE NO. ____

**AN ORDINANCE REZONING A 3,050-SQUARE-FOOT AREA FROM
A, AGRICULTURE TO R-3B, MULTIPLE-FAMILY PLANNED UNIT DEVELOPMENT**

The City Council of Inver Grove Heights ordains as follows:

SECTION I. Rezoning to R-3B, Multiple-Family Planned Unit Development

The Official Zoning Map of the City of Inver Grove Heights is hereby amended as follows:

The Subject Property stated and legally described in Exhibit A and depicted in Exhibit B is hereby rezoned from A, Agriculture to R-3B, Multiple-Family Planned Unit Development.

SECTION II. Changes to Zoning Map

The City Clerk is hereby directed to cause the Official Zoning Map to be amended as consistent with this Ordinance. The Official Zoning Map as amended shall not be republished.

SECTION III. Effective

This ordinance shall have the full force and effect upon its passage and publication.

Passed by the City Council of the City of Inver Grove Heights this 27th day of May, 2025.

Ayes:

Nays:

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

EXHIBIT A

**PROPERTY SUBJECT TO REZONING
LEGAL DESCRIPTION**

That part of the Northwest of the Northeast Quarter of Section 7, Township 27, Range 22, Dakota County, Minnesota described as BEGINNING at the southeast corner of said Northwest Quarter of the Northeast Quarter; thence on an assumed bearing of South 89 degrees 44 minutes 44 seconds West along the south of said Northwest Quarter of the Northeast Quarter a distance of 76.21 feet to the most westerly corner of Outlot H, PELTIER RESERVE; thence North 43 degrees 17 minutes 23 seconds East a distance of 110.43 feet to the most northerly of said Outlot H; thence South 00 degrees 20 minutes 46 seconds East a distance of 80.05 feet to the POINT OF BEGINNING.

EXHIBIT B

**PROPERTY SUBJECT TO REZONING
PROPERTY SKETCH**



April 14, 2025

Peltier Reserve Third Addition
Plat, Rezone, PUD Amendment, and Vacation Application
Narrative

Builders Lot Group, Owner and Developer of the Peltier Reserve project in Inver Grove Heights is applying for the Peltier Reserve Third Addition. The application is necessary to include a small parcel of the neighboring property, that will be purchased by Builders Lot Group, into the Peltier Reserve project to create two buildable lots along Agate Trail, south of 72nd Street.

The two lots were anticipated in the Peltier Reserve PUD, and water and sewer services were extended to the future lot locations on Outlot H, per the Peltier Reserve plat.

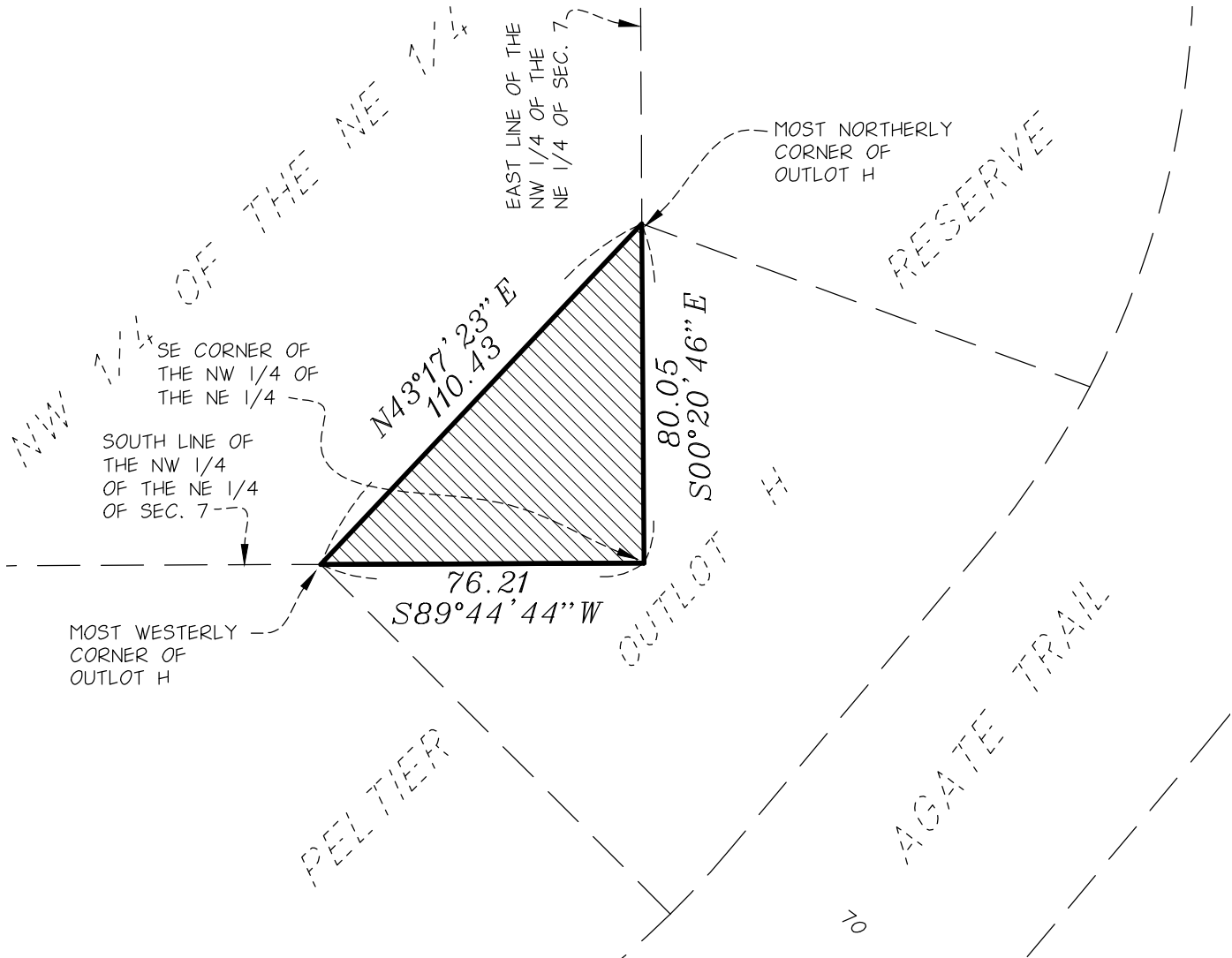
Since the adjacent property is zoned agricultural, a rezoning application is required along with the Plat and PUD amendment. Outlot H is currently recorded with a drainage and utility easement, so a vacation application is included to remove the easement. Perimeter easements at the two new lots will be dedicated with the final plat.

Builders Lot Group is requesting a waiver of plat for the neighboring 13 acre property since it is currently an unplatted property and will remain unplatted. The small piece of the 13 acre parcel, to be included in the Peltier Reserve Third Addition plat, can be conveyed to Builders Lot Group shortly before the final plat is recorded such that a preliminary and final plat is not needed for the 13 acre parcel. A final plat application is being made for the Peltier Reserve Third Addition.

At the request of City staff, we have set the depth of the two lots at 113.96 ft. This will avoid the two previously approved Outlots at the back corners of the proposed lots. A PUD amendment is required to allow this depth of lot and to include them in the PUD as buildable lots.

EXHIBIT A

PURCHASE AREA



PURCHASE AREA LEGAL DESCRIPTION:

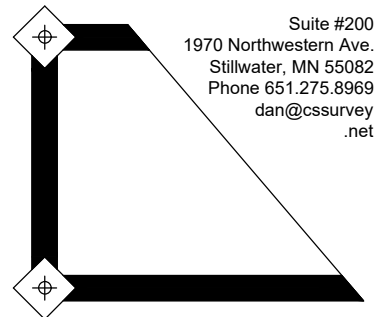
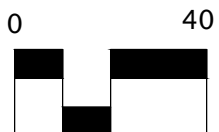
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DENOTES PURCHASE AREA
3,050 SQ.FT., MORE OR LESS.



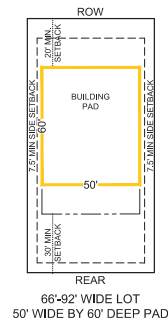
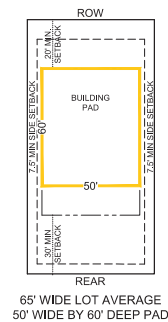
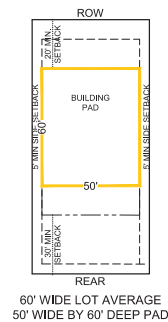
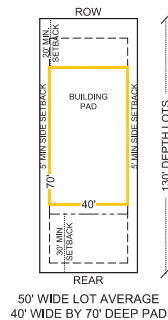
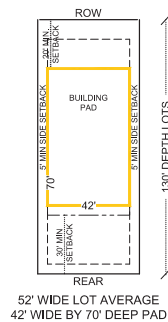
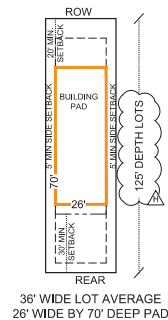
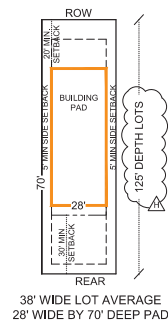
NORTH



Suite #200
1970 Northwestern Ave.
Stillwater, MN 55082
Phone 651.275.8969
dan@cssurvey.net

CORNERSTONE
LAND SURVEYING, INC

	APPLIED & SUPPLEMENTAL PUD NEIGHBORHOOD DESIGN STANDARDS								
	Medium Density	Low Density	Low Density	Low Density	Low Density	Multi Use	Existing House	TOTAL	
Lot Requirements									
Lot Width	36'-38'	50'-52'	60'	65'	66'-92'				
Lot Depth	125'	130'	130'	135'	113'				
Lot Size	4500-4750 SF	6500-6760 SF	7800 SF	8775 SF	7593-7714 SF				
Pad Width	26'-28'	40'-42'	50'	50'	50'				
Pad Depth	70'	70'	60'	60'	60'				
Units	51	37	16	19	2	165		288 Units	
Setbacks									
Front (From ROW)	20'	20'	20'	20'	20'	40'			
Side (House & Garage)	5'	5'	5'	7.5'	5'	40'			
Side (Corner)	15'	15'	15'	15'	40'				
Side (County Rd 70)	50'	50'	50'	50'	50'				
Rear	30'	30'	30'	30'	30'	50'			
Rear (Argenta Trail)	50'	50'	50'	50'	50'				
Building Height	35'	35'	35'	35'	35'				
Lot Coverage									
Building Pad	1,980 SF	2,800 SF	2,950 SF	3,000 SF	2950 SF	48,500 SF (25%)	0.57 AC	8.77 AC	
Driveways & Walks	520 SF	775 SF	800 SF	900 SF	800 SF	3,500 SF	0.76 AC	2.53 AC	
Parking Lot						49,000 SF		1.12 AC	
Lot Impervious (max.)	2,500 SF (55%)	3,575 SF (55%)	3,750 SF (48%)	3,900 SF (45%)	3,750 SF (49%)	101,000 SF (52%)			
Total Impervious:							1.33 AC	12.42 AC	
Vehicle Parking									
SF & Apartment	1 OFF-STREET	2 OFF-STREET	2 OFF-STREET	2 OFF-STREET	2 OFF-STREET	1 GAR.+0.5/UNIT			
Total Streets Impervious								5.77 AC	



Client



Builders
LOT GROUP

Project
PELTIER
RESERVE

Location
INVER GROVE
HEIGHTS, MN

Certification

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed professional ENGINEER under the laws of the state of Minnesota.

Eric T. Luth

Eric T. Luth
Registration No. 50475 Date: 09/03/2021
If applicable, contact us for a wet signed copy of this plan which is available upon request at Sambatek's, Minneapolis, MN office.

Summary

Designed: JEB Drawn: CJS
Approved: ETL Book / Page:
Phase: CONSTRUCTION Initial Issue: 09/03/2021

Revision History

No.	Date By	Submittal / Revision
09/03/21		CONSTRUCTION DOCS
10/15/21		REVISION A
11/10/21		REVISION B
01/12/22		REVISION C - CITY COMMENTS

Sheet Title
PUD APPLIED
STANDARDS

Sheet No. Revision
C3.05

Project No. 22425

PELTIER RESERVE
3RD ADDITION

CONTACT:
Melvin Moore
Builders Lot Group, LLC
9531 West 78th Street
Suite 135
Eden Prairie, MN 55344
952-314-7130



COUNTY/CITY:
COUNTY
CITY OF
INVER GROVE HEIGHTS

REVISIONS:
DATE REVISION
4-9-25 ISSUED

CERTIFICATION:

I hereby certify that this plan was prepared by me, or under my direct supervision, and that I am a duly Licensed Land Surveyor under the laws of the state of Minnesota.
Dan L. Thurnes
Dan L. Thurnes Registration Number: 25718
Date: 1-17-19

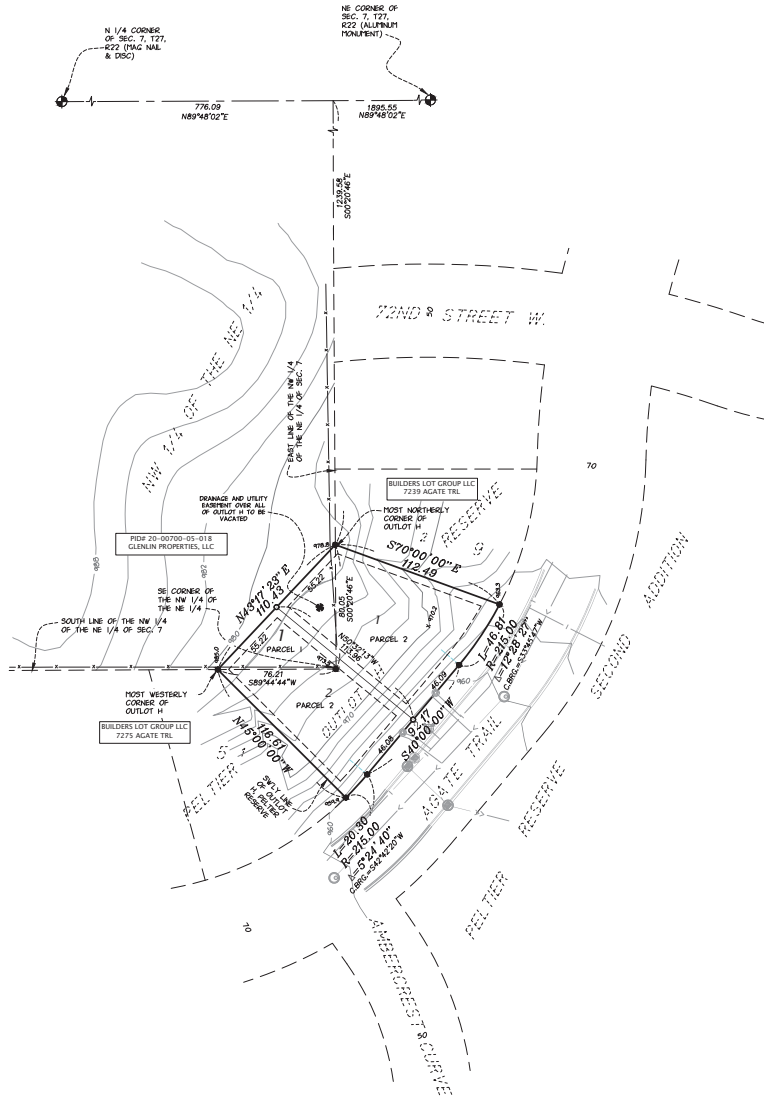
PROJECT LOCATION:
72XX
ARGATE TRAIL
PID #205690000080
PART OF
PID #200070005019

Suite #200
1970 Northwestern Ave.
Stillwater, MN 55082
Phone 651.275.8969
dan@cssurvey.net

CORNERSTONE
LAND SURVEYING, INC.

FILE NAME SURVEIL007G
PROJECT NO. ELJ21007G

PRELIMINARY
PLAT



DEVELOPMENT DATA

EXISTING PARCEL AREA = 15,308 SQ. FT.
EXISTING PARCEL 1 GLENLIN PARCEL = 3,050 SQ.FT.
EXISTING PARCEL 2 EXISTING OUTLOT H = 12,258 SQ.FT.
PROPOSED LOT 1, BLOCK 1 = 8,284 SQ. FT.
PROPOSED LOT 2, BLOCK 1 = 7,024 SQ. FT.

SITE DEVELOPMENT DATA TABLE
CURRENT LAND USE: MDR - Medium Density Residential
FUTURE LAND USE: MDR - Medium Density Residential
CURRENT ZONING: AG/PUD
PROPOSED ZONING: PUD

PUD DESIGN STANDARDS
LOT REQUIREMENTS
LOT WIDTH: 66'-92'
LOT DEPTH: 113'
LOT SIZE: 7,593-7,714 SF
PAD WIDTH: 50'
PAD DEPTH: 60'
UNITS: 2

SETBACKS
FRONT (FROM ROW): 20'
SIDE (HOUSE AND GARAGE): 5'
REAR: 30'
BUILDING HEIGHT: 35'

LOT COVERAGE
BUILDING PAD: 2,950 SF
DRIVEWAYS & WALKS: 800 SF
LOT IMPERVIOUS (max.): (49%)
PARKING: 2 OFF-STREET

VICINITY MAP



LEGEND

● EQUINOX MONUMENT 1/2\"	● WATER VALVE
● MONUMENT BLS 15400	● BOLLARD
● SET 1/2\"	● VAC HOLE
● MONUMENT BLS 15400	● RAIL BOLL
● CABLE TV PEDESTAL	● TRAFFIC SIGN
● AIR CONDITIONER	● MANHOLE MANHOLE
● ELECTRIC MANHOLE	● SOIL BORING
● ELECTRIC METER	● SPOT LIGHTING
● ELECTRIC PEDESTAL	● TRAFFIC SIGNAL
● ELECTRIC TRANSFORMER	● CONIFEROUS TREE
● LIGHT POLE	● DECIDUOUS TREE
● CITY WIRE	● PLANTED END SECTION
● POWER POLE	● STORM MANHOLE
● GAS MANHOLE	● TREE IDENT. CONNECTION
● GAS METER	● URGENT
● TELEPHONE MANHOLE	● CURE STOP
● TELEPHONE PEDESTAL	● WATER WELL
● SANITARY CLEANOUT	● WATER MANHOLE
● SANITARY MANHOLE	● WATER METER
● OPTIC MAIN	● POST INDICATOR VALVE
● STORM DRAIN	

— UNDERGROUND ELECTRIC	— UNDERGROUND CABLE TV
— UNDERGROUND FIBER OPTIC	— UNDERGROUND TELEPHONE
— OVERHEAD UTILITY	— UNDERGROUND GAS
— SANITARY DRAIN	— STORM DRAIN
— WATER MAIN	— FENCE
— CURB (TYPICAL)	— CONTOURS
— BUILDING USE	— CONCRETE SURFACE
— AUTOMOBILE SURFACE	

LEGAL DESCRIPTION:

PARCEL 1 TO BE ACQUIRED FROM GLENLIN PROPERTIES.

PARCEL 1
That part of the Northwest of the Northeast Quarter of Section 7, Township 27, Range 22, Dakota County, Minnesota described as BEGINNING at the southeast corner of said Northwest Quarter of the Northeast Quarter; thence on an assumed bearing of South 89 degrees 44 minutes 44 seconds West along the south of said Northwest Quarter of the Northeast Quarter a distance of 76.21 feet to the most westerly corner of Outlot H, PELTIER RESERVE; thence North 43 degrees 17 minutes 23 seconds East a distance of 110.43 feet to the most northerly of said Outlot H; thence South 00 degrees 20 minutes 46 seconds East a distance of 80.05 feet to the POINT OF BEGINNING.

and

PARCEL 2
Outlot H, PELTIER RESERVE, Dakota County, Minnesota.

EASEMENT NOTES:

1. Drainage and Utility Easement over all of Outlot H to be vacated.
2. The legal description for Parcel 8 constitutes a tax parcel split. Please obtain appropriate approvals from the City of Inver Grove Heights. (NO DOCUMENTS PROVIDED)
3. Terms and conditions of those resolutions filed as document number 35805028 and 3506721. (NO DOCUMENTS PROVIDED)
4. Terms and conditions of that Development Contract, filed as Document number 3506029, as amended by Document Numbers 3577130 and 3584730. (NO DOCUMENTS PROVIDED)
5. Terms and conditions of that PUD Zoning agreement filed as Document Number 3506038. (NO DOCUMENTS PROVIDED)

SURVEY NOTES:

1. BEARINGS ARE BASED ON THE DAKOTA COUNTY COORDINATE SYSTEM NAD83 (1986 ADJUSTMENT) AND THE RECORD PLAT OF PELTIER RESERVE.
2. UNDERGROUND UTILITIES AND CONTOURS SHOWN PER AS BUILT PLANS PROVIDED BY SAMBATEK DATED 12-8-23.

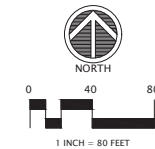
EASEMENT VACATION

THE FOLLOWING LEGAL DESCRIPTION CAN BE USED TO VACATE THE EXISTING DRAINAGE AND UTILITY EASEMENT OVER ALL OF OUTLOT H DEDICATED ON THE PLAT OF PELTIER RESERVE

The Drainage and Utility Easement as dedicated on the plat of PELTIER RESERVE, Dakota County, Minnesota over all of Outlot H, said plat.



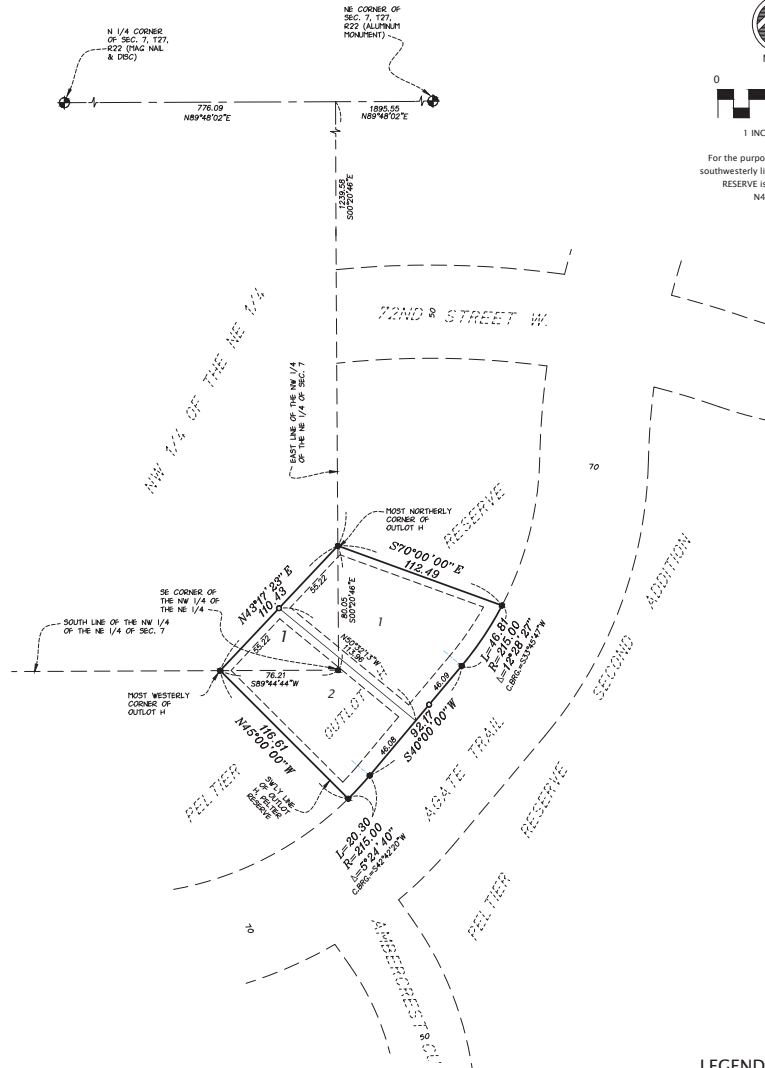
CALL BEFORE YOU DIG
Copher State One Call
TWIN CITY AREA: 612-454-2002
TOLL FREE: 1-800-253-1166



For the purposes of this survey the southwesterly line of Outlot H, PELTIER RESERVE is assumed to bear N45°00'00\"/>

DRAFT

PELTIER RESERVE THIRD ADDITION



For the purposes of this survey the
southwesterly line of Outlot H, PELTIER
RESERVE is assumed to bear
N45°00'00\"

KNOW ALL PERSONS BY THESE PRESENTS, That Builders Lot Group, LLC, a Minnesota limited liability company, owner of the following described property:

Outlot H, PELTIER RESERVE, Dakota County, Minnesota.

and

That part of the Northwest of the Northeast Quarter of Section 7, Township 27, Range 22, Dakota County, Minnesota described as BEGINNING at the southeast corner of said Northwest Quarter of the Northeast Quarter; thence on an assumed bearing of South 89 degrees 44 minutes 44 seconds West along the south of said Northwest Quarter of the Northeast Quarter a distance of 76.21 feet to the most westerly corner of Outlot H, PELTIER RESERVE; thence North 43 degrees 17 minutes 23 seconds East a distance of 110.43 feet to the most northerly of said Outlot H; thence South 00 degrees 20 minutes 46 seconds East a distance of 80.05 feet to the POINT OF BEGINNING.

Has caused the same to be surveyed and platted as PELTIER RESERVE THIRD ADDITION and does hereby dedicate to the public the easements for drainage and utility purposes as created by this plat.

In witness whereof said Builders Lot Group, LLC, a Minnesota limited liability company, has caused these presents to be signed this _____ day of _____, 20____.

SIGNED:

By _____, Melvin Moore, chief manager.

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20____, by Melvin Moore, chief manager, Builders Lot Group, LLC, a Minnesota limited liability company on behalf of the limited liability company.

(Sign)

(Print)

Notary Public, _____ County, Minnesota
My Commission Expires _____

(Sign)

(Print)

Connie J. P. Villari
Notary Public, Dakota County, Minnesota
My Commission Expires January 31, 2030

I Daniel L. Thurmes do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 20____.

Daniel L. Thurmes, Licensed Land Surveyor
Minnesota License No. 25718

STATE OF MINNESOTA
COUNTY OF WASHINGTON
This instrument was acknowledged before me this _____ day of _____, 20____ by Daniel L. Thurmes, a Licensed Land Surveyor.

PLANNING COMMISSION, INVER GROVE HEIGHTS, MINNESOTA
Approved by the Planning Commission of the City of Inver Grove Heights, Minnesota, this _____ day of _____, 20____.

By: _____, Chair

By: _____, Secretary

CITY COUNCIL, INVER GROVE HEIGHTS, MINNESOTA
This plat of PELTIER RESERVE THIRD ADDITION was approved and accepted by the City Council of the City of Inver Grove Heights, Minnesota, at a regular meeting thereof held this _____ day of _____, 20____, and is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

By: _____, Mayor

Attest: _____, City Clerk

COUNTY SURVEYOR, COUNTY OF DAKOTA, STATE OF MINNESOTA
I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd 11, this plat has been reviewed and approved this _____ day of _____, 20____.

By: _____
Todd B. Tollefson, Dakota County Surveyor

DEPARTMENT OF PROPERTY TAXATION AND RECORDS, COUNTY OF DAKOTA, STATE OF MINNESOTA
Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20____ on the land hereinbefore described have been paid. Also pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _____, 20____.

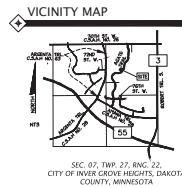
By: _____
Amy A. Koethe, Director
Department of Property Taxation and Records

COUNTY RECORDER, COUNTY OF DAKOTA, STATE OF MINNESOTA
I hereby certify that this plat PELTIER RESERVE THIRD ADDITION was filed in the office of the County Recorder for public record on this _____ day of _____, 20____, at _____ o'clock _____ M. and was duly filed in Book _____ of Plats, Page _____ as Document No. _____.

By: _____
Amy A. Koethe, County Recorder

LEGEND

- DENOTES FOUND 1/2 INCH X 1/4 INCH IRON PIPE MARKED WITH MINNESOTA LICENSE NO. 25718
- DENOTES 1/2 INCH X 1/4 INCH IRON PIPE SET AND MARKED WITH MINNESOTA LICENSE NO. 25718



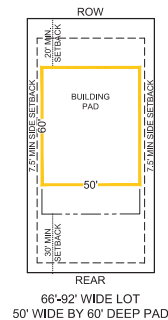
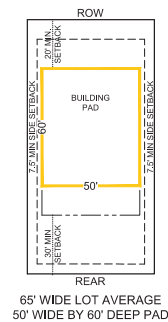
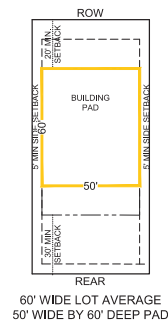
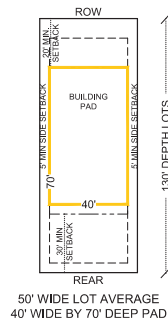
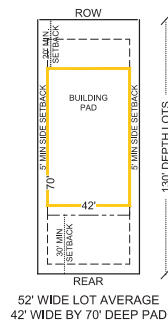
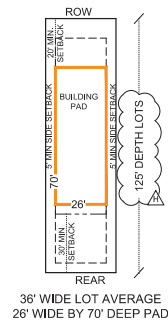
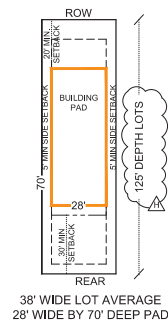
DRAINAGE AND UTILITY EASEMENTS
ARE SHOWN AS THIS:
(NOT TO SCALE)



BEING 10 FEET IN WIDTH AND ADJOINING
STREET LINES AND BEING 5.00 FEET IN
WIDTH AND ADJOINING LOT LINES AND
OUTLOT LINES UNLESS OTHERWISE SHOWN
ON THE PLAT.



	APPLIED & SUPPLEMENTAL PUD NEIGHBORHOOD DESIGN STANDARDS								
	Medium Density	Low Density	Low Density	Low Density	Low Density	Multi Use	Existing House	TOTAL	
Lot Requirements									
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Total Streets Impervious								5.77 AC	



Client



Builders
LOT GROUP

Project
**PELTIER
RESERVE**

Location
**INVER GROVE
HEIGHTS, MN**

Certification

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed professional ENGINEER under the laws of the state of Minnesota.

Eric T. Luth

Eric T. Luth
Registration No. 50475 Date: 09/03/2021
If applicable, contact us for a wet signed copy of this plan which is available upon request at Sambatek's, Minneapolis, MN office.

Summary

Designed: JEB Drawn: CJS
Approved: ETL Book / Page:
Phase: CONSTRUCTION Initial Issue: 09/03/2021

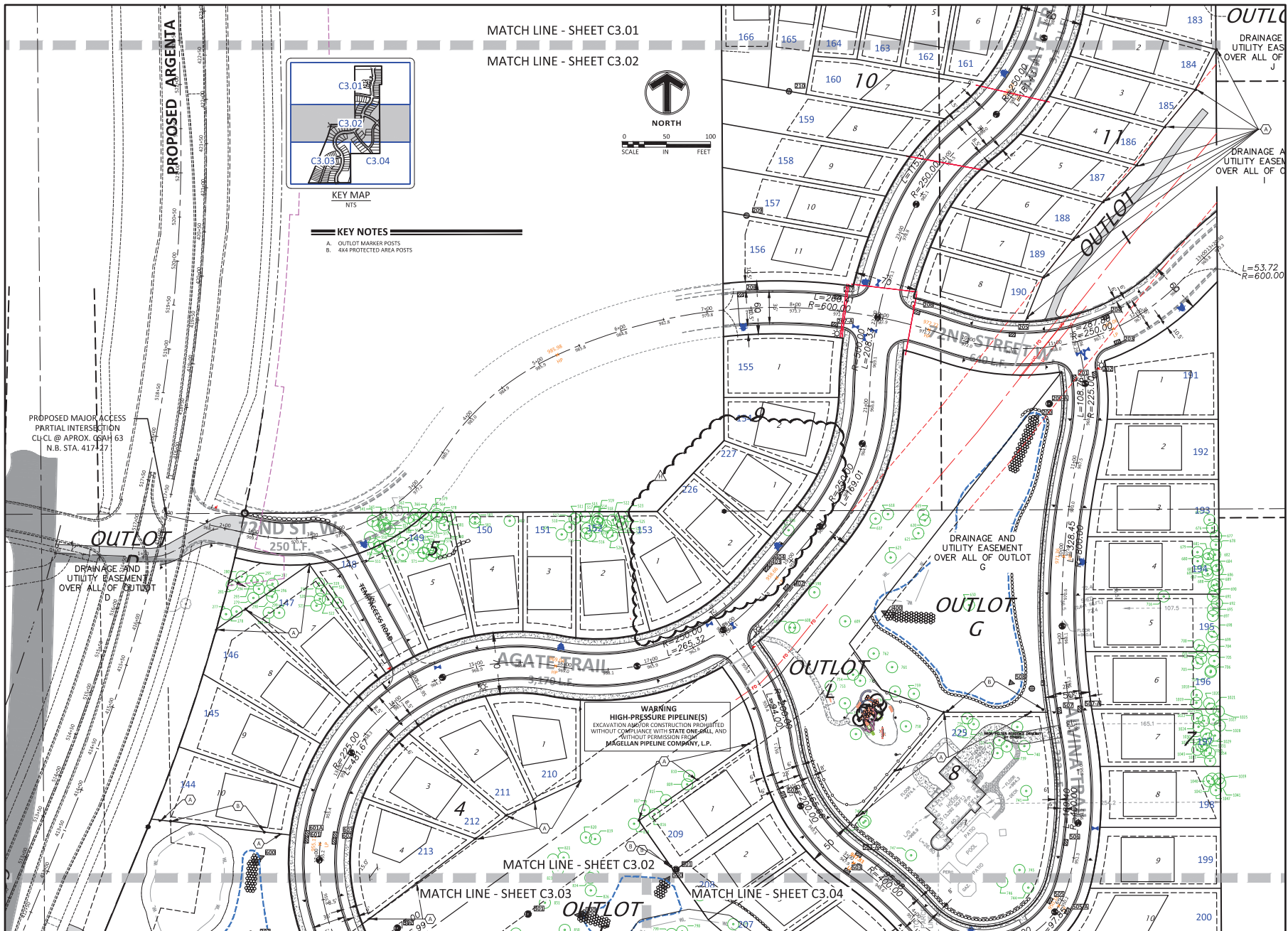
Revision History

No.	Date By	Submittal / Revision
09/03/21		CONSTRUCTION DOCS
10/15/21		REVISION A
11/10/21		REVISION B
01/12/22		REVISION C - CITY COMMENTS

Sheet Title
**PUD APPLIED
STANDARDS**

Sheet No. Revision
C3.05

Project No. 22425



12000 Whitestar Drive, Suite 300
Minnetonka, MN 55345
763-470-0020 Telephone
763-470-0020 Fax
Engineering / Surveying / Planning / Environmental

Client



Builders
LOT GROUP

Project
**PELTIER
RESERVE**

Location
**INVER GROVE
HEIGHTS, MN**

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Registration No. 50475 Date: 09/03/2021
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Summary

Designed: JEB Drawn: CJS
Approved: ETL Book / Page:
Phase: CONSTRUCTION Initial Issue: 06/03/2021

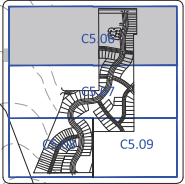
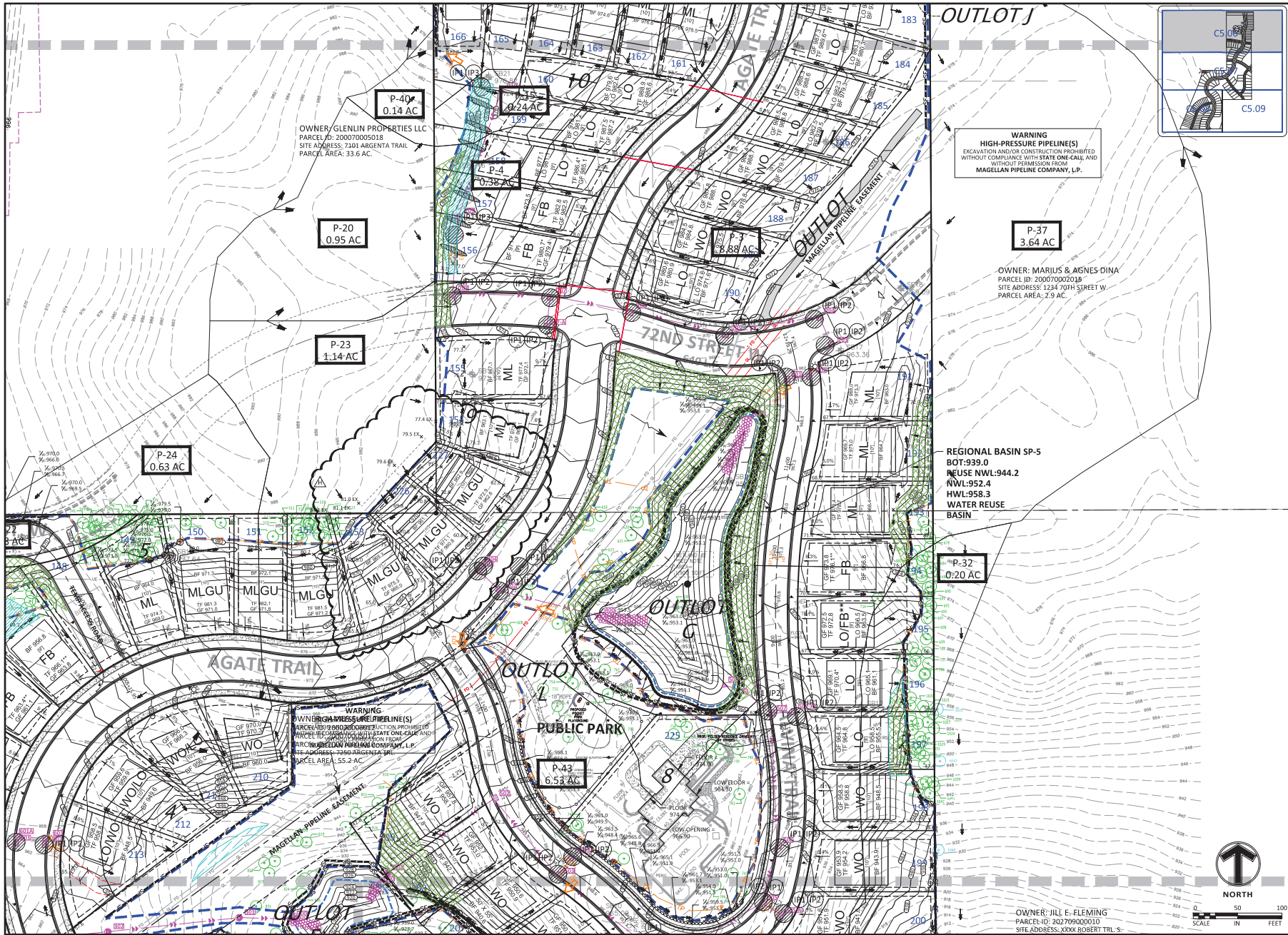
Revision History

No.	Date By	Submittal / Revision
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11/03/21		REVISION B
02/12/22		REVISION C - CITY COMMENTS
02/03/25		REVISION H - PRELIM PLAT

Sheet Title
SITE PLAN

Sheet No. Revision
C3.02 H

Project No. 22425



Sambatek
www.sambatek.com
12000 Whitewater Drive, Suite 300
Minnetonka, MN 55345
763-478-0020 Telephone
763-478-0022 Facsimile
Engineering | Surveying | Planning | Environmental

Client

Builders
LOT GROUP

Project
**PELTIER
RESERVE**

Location
**INVER GROVE
HEIGHTS, MN**

Certification
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed professional ENGINEER under the laws of the state of Minnesota.
Eric T. Luth
Eric T. Luth
Registration No. 50475 Date: 09/03/2021
If applicable, contact us for a wet signed copy of this plan which is available upon request at Sambatek's, Minnetonka, MN office.

Summary
Designed: JEB Drawn: CJS
Approved: ETL Book / Page:
Phase: CONSTRUCTION Initial Issue: 09/03/2021

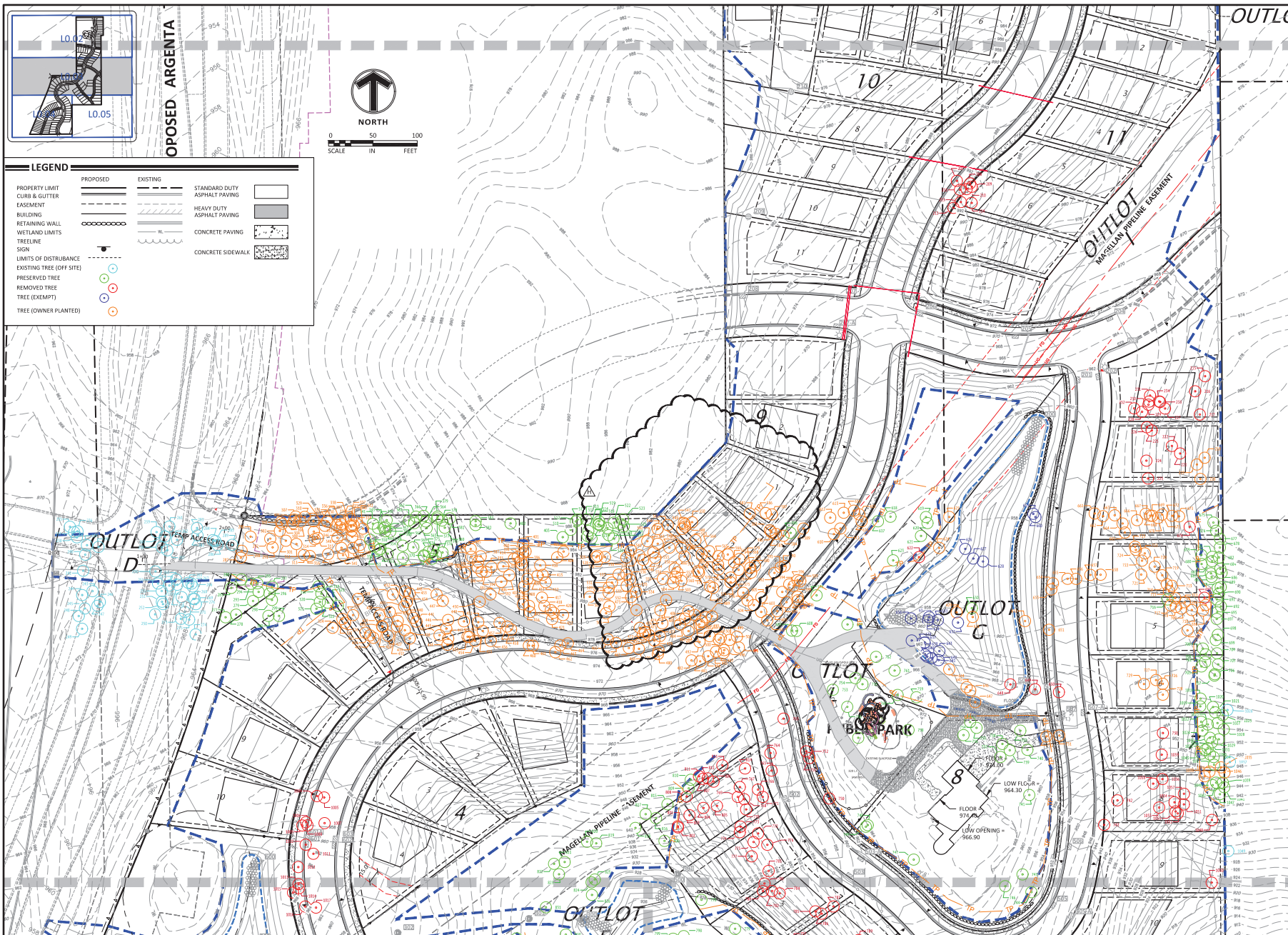
Revision History

No.	Date By	Submittal / Revision
09/03/21		CONSTRUCTION DOCS
10/15/21		REVISION A
11/10/21		REVISION B
01/12/22		REVISION C - CITY COMMENTS
02/03/25		REVISION H - PRELIM PLAT

Sheet Title
**EROSION
CONTROL
PHASE II**

Sheet No. Revision
C5.07 H

Project No. 22425



12800 Whitestar Drive, Suite 300
Minnetonka, MN 55345
763-478-0020 Telephone
763-478-0020 Fax
Engineering | Surveying | Planning | Environmental

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Builders
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Project
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Joshua J. McKinney
Registration No. 53234 Date: 02/05/2021

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Summary

Designed: JEB Drawn: CJS
Approved: ETL Book / Page:
Phase: CONSTRUCTION Initial Issue: 06/03/2021

Revision History

No.	Date	By	Submittal / Revision
06/03/21			CONSTRUCTION DOCS
10/15/21			REVISION A
11/10/21			REVISION B
05/12/22			REVISION C - CITY COMMENTS
02/03/25			REVISION H - PRELIM PLAT

Sheet Title
**TREE
INVENTORY**

Sheet No. Revision
L0.03 H

Project No. 22425

TAG	SPECIES	ORIGIN	DIAMETER	STATUS	CONDITION	R/P/E/O
610	Cedar, red	Planted	11		Fair	Remove
611	Pine, scotch	Planted	12		Fair	Remove
612	Spruce, blue	Planted	6		Fair	Remove
613	Spruce, blue	Planted	6		Fair	Remove
614	Spruce, blue	Planted	7		Fair	Remove
615	Spruce, blue	Planted	8		Fair	Remove
616	Pine, white	Planted	8		Fair	Remove
617	Pine, red	Planted	12		Fair	Preserve
618	Pine, white	Planted	9		Fair	Preserve
619	Spruce, blue	Planted	10		Fair	Preserve
620	Pine, red	Planted	7		Fair	Preserve
621	Maple, norway	Planted	9		Fair	Preserve
622	Willow, black		45	Heritage	Good	Remove
623	Spruce, white	Planted	10		Good	Preserve
624	Spruce, blue	Planted	7		Fair	Remove
625	Spruce, blue	Planted	7		Fair	Remove
626	Pine, scotch	Planted	7		Fair	Remove
627	Pine, white	Planted	6		Fair	Preserve
628	Pine, white	Planted	6		Good	Preserve
629	Pine, red	Planted	6		Fair	Remove
630	Pine, white	Planted	6		Good	Preserve
631	Spruce, blue	Planted	6		Fair	Remove
632	Oak, bur		10		Good	Exempt
633	Spruce, blue	Planted	7		Fair	Exempt
634	Spruce, blue	Planted	8		Fair	Exempt
635	Spruce, white	Planted	6		Fair	Exempt
636	Spruce, white	Planted	5		Fair	Exempt
637	Aspen, quaking	Planted	10		Fair	Exempt
638	Aspen, quaking	Planted	16		Fair	Exempt
639	Ash, green	Planted	10		Good	Exempt
640	Oak, red	Planted	10		Fair	Exempt
641	Pine, red	Planted	10		Fair	Exempt
642	Aspen, quaking	Planted	10		Fair	Exempt
643	Aspen, quaking	Planted	10		Fair	Exempt
644	Pine, red	Planted	10		Fair	Remove
645	Pine, red	Planted	12		Fair	Remove
646	Pine, red	Planted	10		Fair	Remove
647	Pine, red	Planted	24		Fair	Remove
648	Oak, bur		25		Good	Remove
649	Oak, bur		22		Good	Remove
650	Oak, bur		24		Good	Remove
651	Pine, scotch	Planted	8		Good	Remove
652	Spruce, blue	Planted	7		Fair	Remove
653	Pine, scotch	Planted	8		Fair	Remove
654	Cedar, red	Planted	5		Fair	Remove
655	Cedar, red	Planted	5		Fair	Remove
656	Pine, scotch	Planted	5		Fair	Remove
657	Pine, scotch	Planted	7		Fair	Remove
658	Pine, scotch	Planted	12		Fair	Remove
659	Willow, black		64	Heritage	Fair	Exempt
660	Elm, american		24		Good	Exempt
661	Pine, red	Planted	10		Good	Remove
662	Pine, red	Planted	8		Good	Remove
663	Pine, red	Planted	10		Good	Remove
664	Pine, red	Planted	9		Fair	Remove
665	Maple, silver	Planted	14		Good	Remove
666	Pine, red	Planted	10		Good	Remove
667	Pine, red	Planted	9		Good	Remove
668	Pine, red	Planted	7		Fair	Remove
669	Pine, red	Planted	8		Fair	Remove
670	Pine, white	Planted	8		Good	Remove
671	Pine, red	Planted	7		Fair	Remove
672	Pine, red	Planted	6		Fair	Remove
673	Pine, red	Planted	6		Fair	Remove
674	Elm, siberian		18		Fair	Remove
675	Pine, red	Planted	5		Fair	Preserve
676	Pine, red	Planted	7		Fair	Preserve
677	Pine, red	Planted	6		Fair	Preserve
678	Pine, red	Planted	6		Fair	Preserve
679	Pine, white	Planted	7		Fair	Preserve
680	Pine, scotch	Planted	10		Fair	Preserve
681	Pine, white	Planted	5		Fair	Preserve
682	Pine, white	Planted	7		Fair	Preserve
683	Pine, red	Planted	5		Fair	Preserve
684	Pine, red	Planted	7		Fair	Preserve
685	Pine, red	Planted	7		Fair	Preserve

TAG	SPECIES	ORIGIN	DIAMETER	STATUS	CONDITION	R/P/E/O
686	Pine, red	Planted	7		Fair	Preserve
687	Pine, red	Planted	6		Fair	Preserve
688	Pine, red	Planted	7		Fair	Preserve
689	Pine, red	Planted	5		Fair	Preserve
690	Pine, red	Planted	7		Fair	Preserve
691	Pine, red	Planted	7		Fair	Preserve
692	Pine, red	Planted	7		Fair	Preserve
693	Maple, red	Planted	8		Fair	Remove
694	Pine, scotch	Planted	15		Fair	Remove
695	Pine, red	Planted	7		Fair	Preserve
696	Pine, scotch	Planted	12		Good	Remove
697	Spruce, white	Planted	6		Fair	Preserve
698	Pine, white	Planted	8		Good	Preserve
699	Pine, white	Planted	5		Fair	Preserve
700	Pine, white	Planted	7		Fair	Preserve
701	Pine, white	Planted	8		Fair	Preserve
702	Pine, white	Planted	6		Fair	Preserve
703	Spruce, blue	Planted	8		Fair	Preserve
704	Pine, white	Planted	9		Good	Preserve
705	Spruce, blue	Planted	8		Fair	Preserve
706	Pine, white	Planted	10		Good	Preserve
707	Spruce, blue	Planted	10		Fair	Preserve
708	Pine, scotch	Planted	10		Good	Remove
709	Pine, scotch	Planted	7		Fair	Remove
710	Pine, white	Planted	4		Fair	Preserve
711	Pine, white	Planted	8		Fair	Remove
712	Pine, scotch	Planted	6		Fair	Remove
713	Pine, scotch	Planted	7		Fair	Remove
714	Pine, scotch	Planted	7		Fair	Remove
715	Pine, scotch	Planted	8		Fair	Remove
716	Spruce, white	Planted	5		Fair	Remove
717	Pine, scotch	Planted	7		Fair	Remove
718	Pine, scotch	Planted	6		Fair	Remove
719	Pine, white	Planted	7		Good	Remove
720	Pine, scotch	Planted	8		Good	Remove
721	Pine, white	Planted	7		Good	Remove
722	Pine, white	Planted	6		Good	Remove
723	Pine, scotch	Planted	7		Fair	Remove
724	Pine, white	Planted	7		Fair	Remove
725	Maple, silver	Planted	16		Fair	Remove
726	Spruce, white	Planted	8		Fair	Remove
727	Cedar, red	Planted	7		Fair	Remove
728	Spruce, blue	Planted	6		Fair	Remove
729	Spruce, white	Planted	9		Good	Remove
730	Oak, bur		64	Heritage	Good	Remove
731	Pine, scotch	Planted	7		Good	Remove
732	Pine, red	Planted	7		Fair	Remove
733	Oak, bur		26		Good	Preserve
734	Pine, red	Planted	6		Good	Preserve
735	Pine, red	Planted	6		Good	Preserve
736	Pine, red	Planted	9		Good	Preserve
737	Pine, red	Planted	12		Good	Preserve
738	Pine, red	Planted	8		Good	Remove
739	Pine, red	Planted	10		Good	Preserve
740	Oak, bur	Planted	16		Good	Preserve
741	Oak, bur	Planted	9		Good	Preserve
742	Oak, red		27	Heritage	Good	Remove
743	Oak, red		30	Heritage	Good	Remove
744	Oak, red		30	Heritage	Excellent	Preserve
745	Oak, red		27	Heritage	Excellent	Preserve
746	Aspen, quaking		14		Good	Preserve
747	Oak, bur		14		Excellent	Preserve
748	Oak, bur		28	Heritage	Good	Preserve
749	Oak, bur		28	Heritage	Good	Preserve
750	Oak, bur		26		Good	Remove
751	Oak, bur		26		Excellent	Remove
752	Oak, bur		24		Good	Remove
753	Oak, red		9		Good	Preserve
754	Oak, bur		16		Good	Preserve
755	Oak, bur		76	Heritage	Good	Preserve
756	Oak, bur		24		Good	Preserve
757	Oak, red		23		Good	Preserve
758	Oak, bur		36	Heritage	Excellent	Preserve
759	Oak, bur		22		Fair	Preserve
760	Pine, white		17		Excellent	Preserve
761	Pine, white	Planted	16		Good	Preserve

TAG	SPECIES	ORIGIN	DIAMETER	STATUS	CONDITION	R/P/E/O
762	Pine, white	Planted	15		Good	Preserve
763	Elm, american		10		Good	Remove
764	Oak, bur		26		Good	Remove
765	Oak, bur		10		Fair	Remove
766	Oak, bur		12		Fair	Remove
767	Cherry, black		10		Fair	Remove
768	Oak, red		14		Fair	Remove
769	Oak, red		19		Good	Remove
770	Oak, red		12		Fair	Remove
771	Oak, bur		12		Fair	Remove
772	Oak, red		25		Good	Remove
773	Oak, red		22		Good	Remove
774	Cherry, black		23		Fair	Remove
775	Cherry, black		9		Fair	Remove
776	Oak, bur		10		Fair	Remove
777	Oak, bur		10		Fair	Remove
778	Willow, black		26		Fair	Preserve
779	Willow, black		15		Fair	Remove
780	Oak, red		23		Good	Remove
781	Oak, red		15		Fair	Remove
782	Oak, red		14		Fair	Remove
783	Birch, paper		12		Fair	Remove
784	Oak, bur		10		Fair	Remove
785	Oak, red		12		Good	Remove
786	Aspen, quaking		14		Good	Remove
787	Oak, bur		12		Fair	Remove
788	Oak, bur		21		Good	Remove
789	Elm, siberian		9		Fair	Remove
790	Oak, bur		26		Good	Remove
791	Oak, bur		23		Fair	Remove
792	Cherry, black		9		Good	Remove
793	Oak, red		27	Heritage	Fair	Remove
794	Oak, red		23		Fair	Preserve
795	Oak, red		10		Fair	Preserve
796	Cherry, black		9		Good	Remove
797	Cherry, black		12		Good	Remove
798	Elm, american		11		Good	Preserve
799	Elm, american		11		Fair	Preserve
800	Oak, bur		24		Fair	Preserve
801	Cherry, black		9		Fair	Remove
802	Cherry, black		8		Fair	Remove
803	Cherry, black		9		Fair	Remove
804	Elm, american		13		Fair	Remove
805	Aspen, quaking		19		Fair	Remove
806	Elm, american		9		Fair	Remove
807	Elm, american		10		Good	Remove
808	Elm, american		8		Fair	Remove
809	Cherry, black		16		Fair	Preserve
810	Aspen, quaking		15		Fair	Preserve
811	Aspen, quaking		15		Fair	Remove
812	Aspen, quaking		12		Fair	Remove
813	Elm, american		10		Fair	Remove
814	Cherry, black		13		Fair	Remove
815	Oak, red		15		Good	Preserve
816	Aspen, quaking		18		Fair	Preserve
817	Oak, red		13		Good	Preserve
818	Aspen, quaking		13		Fair	Preserve
819	Oak, bur		60	Heritage	Fair	Preserve
820	Cherry, black		12		Fair	Preserve
821	Oak, bur		16		Fair	Preserve
822	Oak, bur		13		Good	Preserve
823	Oak, bur		12		Fair	Preserve
824	Cherry, black		12		Fair	Preserve
825	Elm, american		8		Fair	Preserve
826	Elm, american		9		Fair	Preserve
827	Elm, american		9		Fair	Preserve
828	Elm, american		12		Fair	Preserve
829	Elm, american		16		Fair	Preserve
830	Elm, american		16		Fair	Preserve
831	Elm, american		14		Fair	Preserve
832	Cherry, black		12		Fair	Preserve
833	Oak, bur		12		Good	Preserve
834	Cherry, black		8		Fair	Preserve
835	Cherry, black		11		Fair	Remove
836	Cherry, black		8		Fair	Remove
837	Cherry, black		10		Fair	Remove

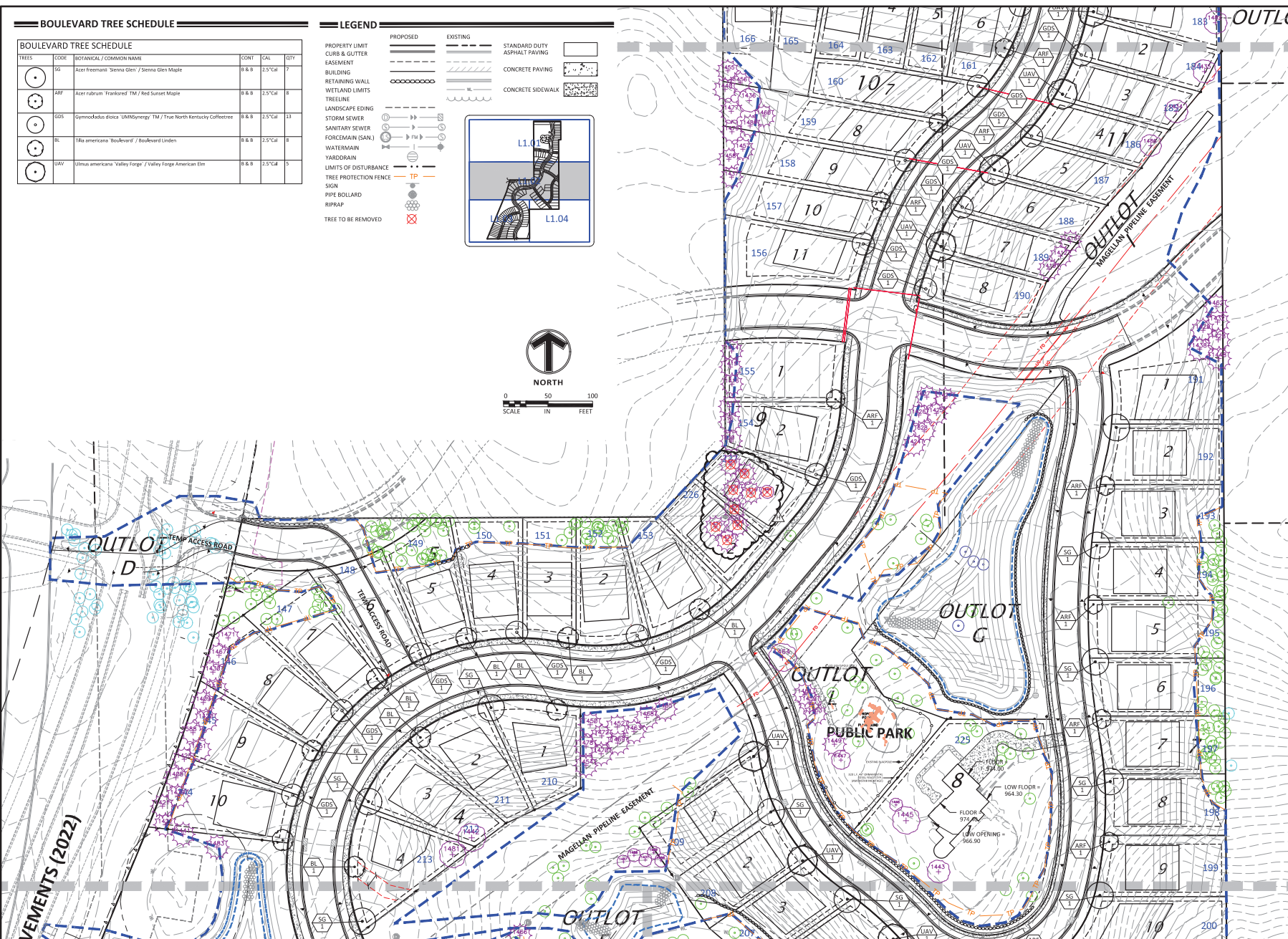
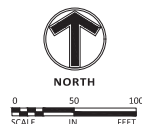
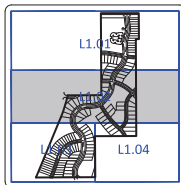
TAG	SPECIES	ORIGIN	DIAMETER	STATUS	CONDITION	R/P/E/O
838	Cherry, black		12		Fair	Remove
839	Oak, red		14		Good	Remove
840	Oak, red		17		Fair	Remove
841	Oak, red		14		Fair	Remove
842	Oak, red		15		Good	Remove
843	Cherry, black		8		Fair	Remove
844	Elm, american		9		Fair	Preserve
845	Maple, silver		25		Fair	Preserve
846	Elm, american		9		Fair	Remove
847	Cherry, black		22		Fair	Remove
848	Aspen, quaking		10		Fair	Remove
849	Aspen, quaking		9		Fair	Remove
850	Oak, red		11		Fair	Remove
851	Aspen, quaking		12		Fair	Preserve
852	Aspen, quaking		15		Good	Preserve
853	Aspen, quaking		8		Fair	Preserve
854	Cherry, black		8		Fair	Preserve
855	Aspen, quaking		8		Fair	Preserve
856	Cherry, black		8		Fair	Remove
857	Aspen, quaking		11		Good	Preserve
858	Oak, red		14		Good	Preserve
859	Aspen, quaking		14		Good	Preserve
860	Birch, paper		16		Good	Preserve
861	Aspen, quaking		10		Fair	Preserve
862	Cherry, black		9		Fair	Preserve
863	Aspen, quaking		10		Fair	Preserve
864	Aspen, quaking		8		Fair	Preserve
865	Aspen, quaking		8		Fair	Preserve
866	Aspen, quaking		9		Fair	Preserve
867	Oak, red		13		Fair	Preserve
868	Aspen, quaking		19		Fair	Preserve
869	Oak, red		20		Fair	Preserve
870	Aspen, quaking		10		Fair	Preserve
871	Oak, bur		30	Heritage	Excellent	Preserve
872	Oak, bur		33	Heritage	Good	Preserve
873	Elm, american		13		Fair	Preserve
874	Elm, american		12		Fair	Preserve
875	Elm, american		8		Fair	Preserve
876	Elm, american		8		Fair	Preserve
877	Elm, american		14		Fair	Preserve
878	Cherry, black		9		Fair	Preserve
879	Elm, american		9		Fair	Preserve
880	Elm, american		9		Fair	Preserve
881	Oak, bur		56	Heritage	Good	Preserve
882	Oak, bur		23		Good	Preserve
883	Hackberry		10		Fair	Preserve
884	Oak, bur		16		Fair	Preserve
885	Oak, bur		17		Fair	Preserve
886	Cherry, black		14		Fair	Preserve
887	Cherry, black		9		Fair	Preserve
888	Oak, red		9		Fair	Preserve
889	Oak, bur		23		Good	Preserve
890	Birch, paper		11		Fair	Preserve
891	Oak, red		17		Good	Remove
892	Cherry, black		12		Fair	Preserve
893	Cherry, black		9		Good	Preserve
894	Cherry, black		9		Fair	Remove
895	Elm, american		9		Fair	Preserve
896	Hackberry		19		Good	Remove
897	Hackberry		10		Fair	Preserve
898	Cherry, black		13		Fair	Remove
899	Cherry, black		13		Fair	Remove
900	Oak, red		11		Fair	Remove
901	Oak, red		10		Fair	Remove
902	Aspen, quaking		10		Fair	Remove
903	Aspen, quaking		10		Fair	Remove
904	Aspen, quaking		10		Fair	Remove

BOULEVARD TREE SCHEDULE						
TREES	CODE	BOTANICAL / COMMON NAME	CONT.	CAL.	QTY	
	SG	Acer Freemanii / Seneca Glen / Seneca Glen Maple	8" B &	1.5' CAL	7	
	ARJ	Acer rubrum / Frankford / TM / Red Sunset Maple	8" B &	1.5' CAL	6	
	GG5	Gymnocladus dioica / UMMGumtree / TM / True North Kentucky Collectible	8" B &	2.5' CAL	13	
	BL	Tilia americana / Boulevard / Boulevard Linden	8" B &	2.5' CAL	6	
	UAV	Ulmus americana / Valley Forge / Valley Forge American Elm	8" B &	2.5' CAL	5	

PROPERTY LIMIT
CURB & GUTTER
EASEMENT
BUILDING
RETAINING WALL
TREETOP LIMITS
TREELINE
LANDSCAPE EDGING
STORM SEWER
SANITARY SEWER
FORCEMAIN (SAN.)
WATERMAIN
YARDDRAIN
LIMITS OF DISTURBANCE
TREE PROTECTION FENCE
SIGN
PIPE BOLLARD
RIPRAP
TREE TO BE REMOVED

STANDARD DUTY
ASPHALT PAVING
CONCRETE PAVING
CONCRETE SIDEWALK

L1.0
L1.04



Builders
LOT GROUP

Project
PELTIER
RESERVE

Location
INVER GROVE
HEIGHTS, MN

Certification

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

Joshua J. McKinney
Registration No. 53234 Date: 02/05/2021

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Summary

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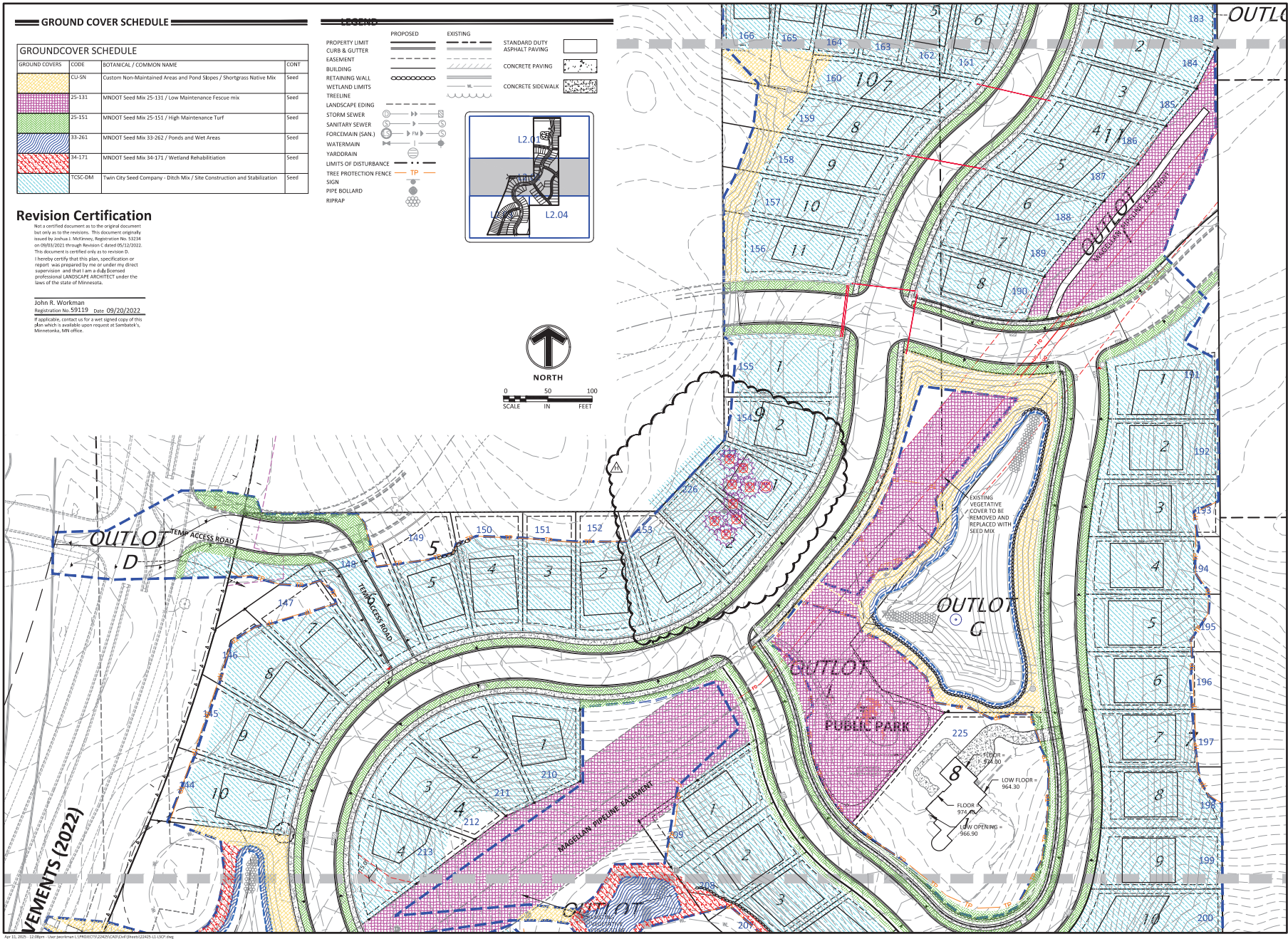
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Sheet Title
**LANDSCAPE
PLAN**

Sheet No. Revision
L1.02 H

Project No. 22425



Client



Builders
LOT GROUP
Project
**PELTIER
RESERVE**

Location
**INVER GROVE
HEIGHTS, MN**

Certification
I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly licensed LANDSCAPE ARCHITECT under the laws of the State of Minnesota.

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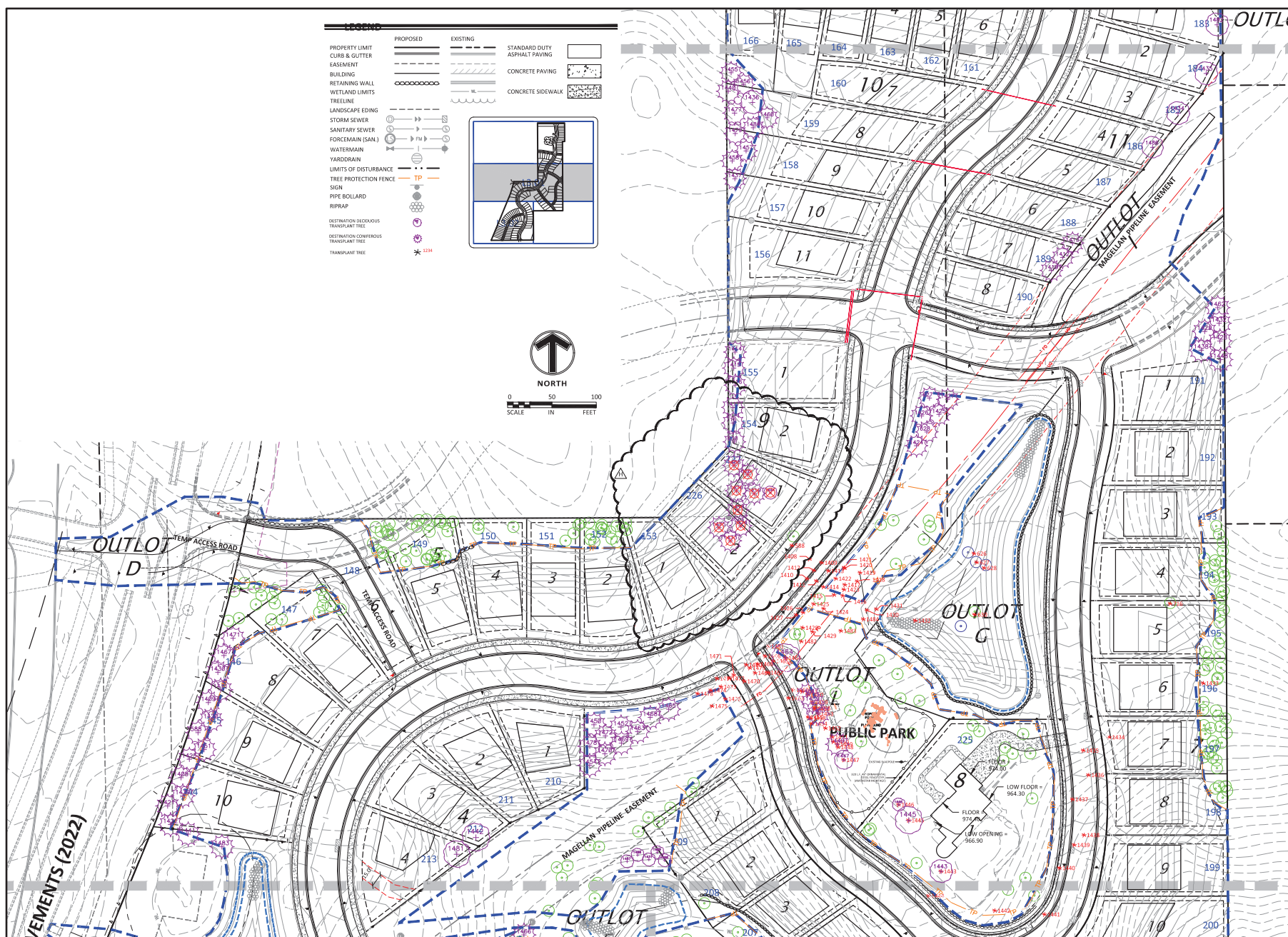
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02/03/25		REVISION H - PRELIM PLAT

Sheet Title
**GROUND COVER
PLAN**

Sheet No. Revision
L2.02 H

Project No. 22425



12000 Wilshire Drive, Suite 300
Minnetonka, MN 55343

703.476.0000 Telephone

703.476.8532 www.boston.com

Engineering | Surveying | Planning | Environment

Client



Project
PELTIER
RESERVE

Location
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HEIGHTS, MN

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Sheet Title
**TRANSPLANTED
TREES**

Sheet No. Revision
L3.01 H

Project No.	22425
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BOULEVARD TREES

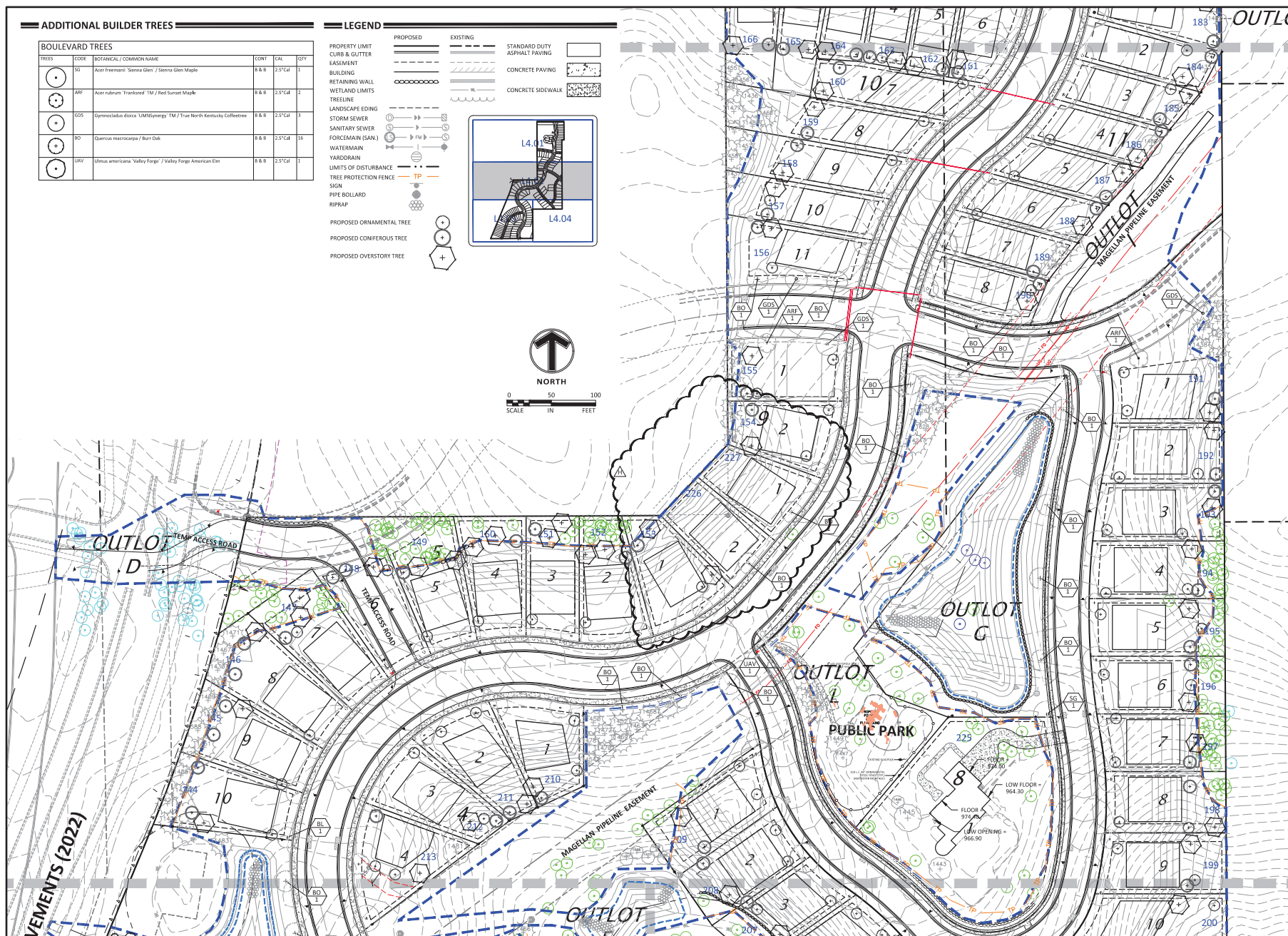
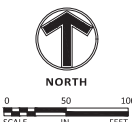
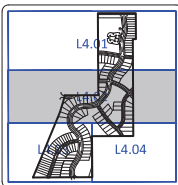
BOULEVARD TREES						
TREES	CODE	BOTANICAL / COMMON NAME	CONT.	CAL.	QTY	
	SG	Azer Freemant / Sierra Glen / Sierra Glen Maple	8.8.8	0.5'xGal		
	AM	Azer rubrum / Transok / Red Sunset Maple	8.8.8	0.5'xGal	2	
	GS	Gymnocladus dioica / UMNepyring / Tree From Kentucky Coffeehouse	8.8.8	0.5'xGal	3	
	BO	Quercus macrocarpa / Bur Oak	8.8.8	0.5'xGal	16	
	UV	Ulmus americana / Valley Forge / Valley Forge American Elm	8.8.8	0.5'xGal	1	

PROPERTY LIMIT —————

PROPERTY LIMIT
CURB & GUTTER
EASEMENT
BUILDING
RETAINING WALL
WETLAND LIMITS
TREELINE
LANDSCAPE EDGING
STORM SEWER
SANITARY SEWER
FOURM (MAIN) (SINK)
WATERMAIN
YARDBOARD
LIMITS OF DISTURBANCE
TREE PROTECTION FENCE
SIGN
PIPE BOLLARD
RRPAP
PROPOSED ORNAMENTAL TREE
PROPOSED CONIFEROUS TREE
PROPOSED OVERSTORY TREE

STANDARD DUTY ASPHALT PAVING
CONCRETE PAVING
CONCRETE SIDEWALK

L4.01
L4.04



Client



Builders
LOT GROUP

Project
PELTIER
RESERVE

Location
INVER GROVE
HEIGHTS, MN

Certification

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

Joshua J. McKinney
Registration No. 53234 Date: 02/05/2021

This certification is not valid unless wet signed in blue ink. If applicable, contact us for a wet signed copy of this survey which is available upon request at Sambatek, Minnetonka, MN office.

Summary

Designed: JEB Drawn: CIS
Approved: ETL Book / Page:
Phase: CONSTRUCTION Initial Issue: 09/03/2021

Revision History

No.	Date By	Submittal / Revision
09/03/21		CONSTRUCTION DOCS
10/15/21		REVISION A
11/30/21		REVISION B
05/12/22		REVISION C - CITY COMMENTS
02/03/25		REVISION H - PRELIM PLAT

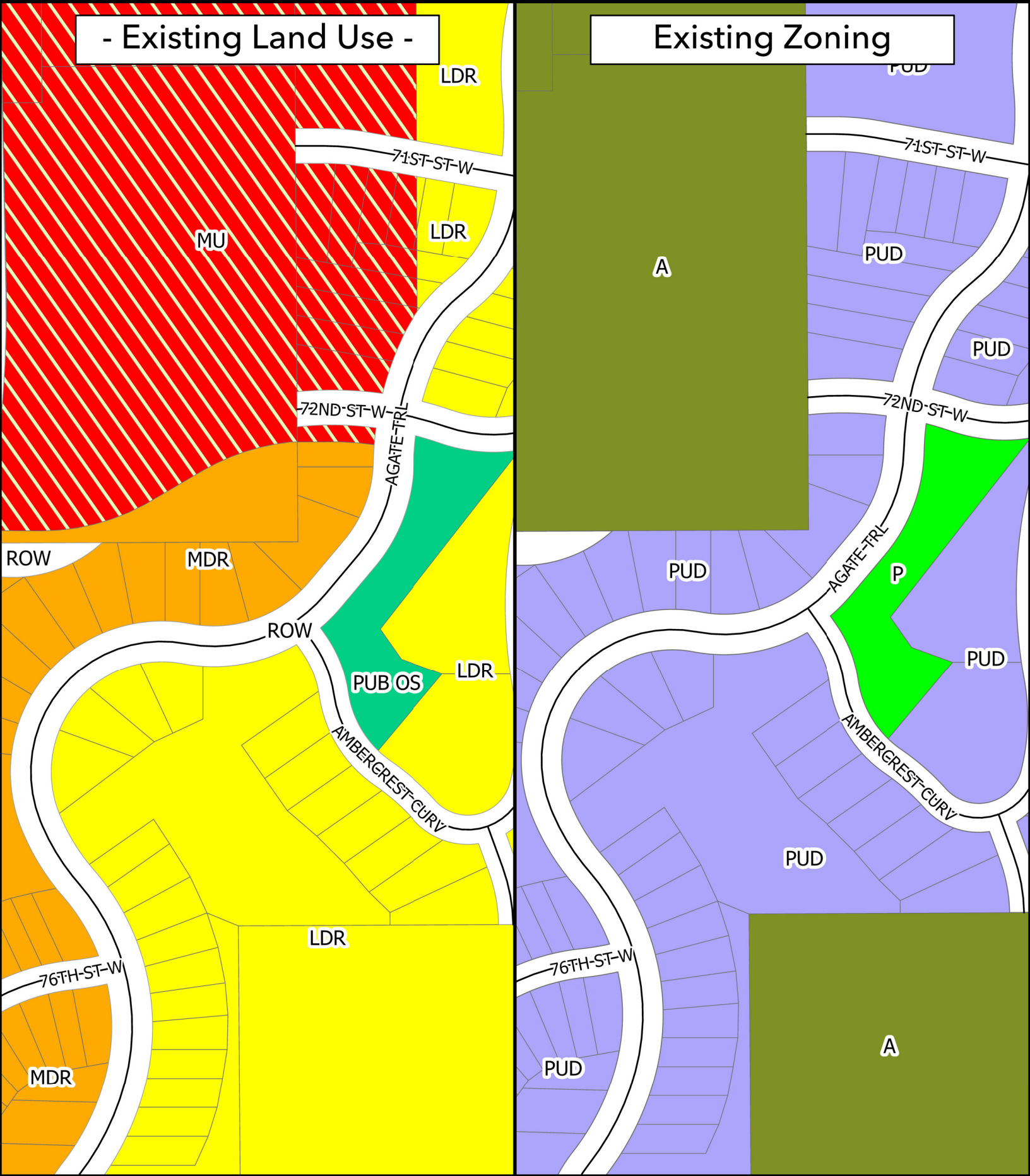
Sheet Title
HOME BUILDER
TREES

Sheet No. Revision
L4.02 H

Project No. 22425



Peltier Reserve Location Map





Request for Council Action

SUBJECT: **Preliminary and Final Plat of Inver Wood Golf Course Addition and Reguiding and Rezoning of Outlot A**

MEETING DATE: May 27, 2025

ITEM TYPE: Regular Business

CONTACT: Jason Ziemer, Community Development Director, 651-450-2546

ACTION REQUESTED

The Council is asked to consider the following actions:

1. Adoption of Resolution approving the Preliminary Plat and Final Plat for Inver Wood Golf Course Addition.
2. Adoption of Resolution approving an amendment to the City's 2040 Comprehensive Plan, re-guiding Outlot A of the Inver Wood Golf Course Addition from Public Parks & Open Space to Mixed Use.
3. Adoption of an Ordinance, rezoning Outlot A of the Inver Wood Golf Course Addition from P, Institutional to R-3C Multiple Family Residential.

BACKGROUND

The City of Inver Grove Heights, as a property owner, is requesting approval of the Preliminary and Final Plat of the Inver Wood Golf Course Addition, located west of the intersection of Babcock Trail and 70th Street.

The proposed Plat would replat six properties owned by the City, subdividing them to create one golf course property, containing all of the land south of 70th St, and one outlot on the north side of 70th St. Ownership of the outlot, which is a currently vacant 4.252-acre parcel separated from the remainder of the golf course by 70th St., would then be transferred from the City to the EDA.

Secondly, it is requested that the current land use guiding for this outlot be changed from Public Parks & Open Space to Mixed Use, with a corresponding rezoning to match.

History of Public Ownership

In 1990, the Inver Grove Heights City Council acquired land to construct Inver Wood Golf Course. In 2012, the City and the EDA agreed to an EDA purchase of two unused portions of the land - including the northern most portion of the land, separated from the golf course by 70th St., and an adjacent, but legally distinct parcel on the south side of 70th, west of the clubhouse. However, the sale was never fully completed or recorded with Dakota County. At this time, staff is working to finalize sale of land on the north side of 70th St. to the EDA. However, staff recommends that sale of the land on the south side of 70th not proceed. This land is not well suited for EDA ownership due to a lack of development potential. It is home to the septic field for the golf course's clubhouse and contains limited developable space. Therefore it is recommended to be platted into the primary lot

that will contain the entirety of the golf course.

Land Use & Zoning

All of the land in the plat is currently guided **Public Parks & Open Space**, per the 2040 Comprehensive Plan, and zoned **P, Institutional**. The new lot that is south of 70th St. is proposed to remain guided and zoned this way, as it is home to Inver Wood Golf Course.

However, the Outlot on the north side of 70th is proposed to be reguided to Mixed Use and rezoned to something compatible with that land use. As there is no specific "Mixed-Use" zoning district, City staff determined the most applicable, corresponding zoning district options would be either **R-3C, Multiple Family Residential District** or **B-3, General Business**. As zoning must comply with its corresponding land use designation, and given concerns expressed by surrounding property owners regarding a commercial-only designation, City staff recommend R-3C for the zoning.

Proposed Plat

The proposed plat would replat the Inver Wood Golf Course property, creating two lots. Those lots are to be legally described as Lot 1, Block 1 and Outlot A of the Inver Wood Golf Course Addition.

The entire area subject to the Plat totals 255,906 acres, or 11,147,246 square feet. Of that area, the Golf Course property – Lot 1, Block 1 – is 243,885 acres, or 10,623,621 square feet, which is 95% of the total plat area. The newly created Outlot is 4.252 acres, or 185,235 square feet. The remainder of the Plat area will include newly dedicated rights-of-way for all of the existing roadways. The dedicated ROW area within the Plat totals 7.768 acres, or 338,390 square feet. Dedicated rights-of-way (ROW) include Robert Trail/State Highway 3, 80th Street/County Road 28, 70th Street/County Road 26, and Babcock Trail/County Road 73. The City is also re-dedicating a small ROW area on the north side of the Outlot, west of Babcock Trail. This area is identified as "Public Street" on the Plat and was part of Dakota County Road 9, which was the cross street identified as "Public Street."

Dakota County is currently in the planning phase of a project to reconstruct 70th Street from Robert Trail to Cahill Avenue. Proposed improvements at the 70th Street-Babcock Trail intersection will likely require additional ROW. City staff is recommending, as a condition of Plat approval, allowing for a final adjustment to the ROW area, pending the final road design by Dakota County. Based on current road drawings, it is not anticipated the additional ROW will have any significant impact on the property.

The proposed plat does not establish any drainage or utility easements for the outlot. Any future development of the property would require the parcel to be re-platted and any necessary easements would be dedicated at that time.

Planning Commission Review & Recommendation

On May 6, 2025, the Planning Commission conducted the required public hearings for the Preliminary Plat, plus the Comprehensive Plan amendment and rezoning of the Outlot. Those providing comment during the hearing were opposed to both commercial and high-density residential development on the Outlot, but expressed acceptance of a lower-density type of residential development.

Following the hearing, the Commission voted unanimously to recommend approval of the Preliminary Plat and by majority vote to recommend reguiding the Outlot to Mixed Use. However, the Commission voted to recommend denial of the request to re-zone the Outlot to R-3C.

The Council will need to make a determination on the final land use guidance and zoning of the

Outlot. If the lot is reguided to Mixed-Use as recommended by staff and the Planning Commission, leaving it with the current P, Institutional zoning would set up a conflict between the land-use designation and the zoning, which state law and Met Council policy prohibit.

FISCAL IMPACT

N/A

RECOMMENDATION

City staff recommend approval of the Preliminary Plat and Final Plat with the condition for ROW adjustments along 70th Street and Babcock Trail, and approval of the Comprehensive Plan amendment to guide the Outlot to Mixed Use and rezoning of Outlot A to R-3C.

ATTACHMENTS

1. Resolution_Preliminary Plat_Inver Wood Golf Course_05-27-2025
2. Resolution_Final Plat_Inver Wood Golf Course_05-27-2025
3. Resolution_Comprehensive Plan Amendment to Mixed Use_05-27-2025
4. Ordinance_Rezone from P, Institutional to R-3C Multiple Family_05-27-2025
5. Alta & Topo Survey_Outlot A_Inverwood Golf Course Addition_8x11
6. Preliminary Plat_Inverwood Golf Course Addition_04-11-2025_8x11
7. Final Plat_Inver Wood Golf Course_05-21-2025_8x11
8. InverWood_ProposedLandUse
9. InverWood_ProposedZoning
10. EDA Golf Course Lot Location Map

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. 2025-_____

**RESOLUTION APPROVING THE PRELIMINARY PLAT FOR
INVER WOOD GOLF COURSE**

WHEREAS, the City of Inver Grove Heights ("City") and owner of the Inver Wood Golf Course, located at 1850 70th Street and comprised seven total parcels (PIDs: 20-00800-01-014, 20-00800-01-013, 20-00800-02-018, 20-00800-30-012, 20-00800-28-011, 20-00800-29-011 and 20-00800-79-010) ("Subject Property") has requested Preliminary Plat approval for Inver Wood Golf Course Addition ("Plat"); and,

WHEREAS, the Plat shall combine all of the golf course land south of 70th Street, north of 80th Street, west of Babcock Trail and east of Robert Trail into one parcel and create one, 4.252-acre outlot, legally described in Exhibit A and depicted on said Plat, for the purpose of transferring ownership to the Inver Grove Heights Economic Development Authority ("EDA")

WHEREAS, the Subject Property is guided Public Parks and Open Space, per the 2040 Comprehensive Plan, and zoned P, Institutional; and,

WHEREAS, said Plat conforms to minimum Bulk Standards for lot width, depth and area as required by City Code and no Drainage and Utility Easements are being provided on either the golf course parcel or Outlot; and,

WHEREAS, pursuant to Minnesota Statute §462.357 ("Statute") the Inver Grove Heights Planning Commission ("Commission") held a Public Hearing ("Hearing") on May 6, 2025, to received public comment regarding said Plat; and,

WHEREAS, notice of the Hearing was posted at City Hall, published in the City's official newspaper, and mailed to all owners of affected properties, as required by Statute; and,

WHEREAS, no verbal or written comments were received for or against the Plat at or before the Hearing; and,

WHEREAS, following the Hearing, the Commission found the Plat satisfies all Land Use and Zoning standards and platting requirements, and unanimously recommended approval of the Plat for Inver Wood Golf Course Addition.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, MINNESOTA, the Preliminary Plat for Inver Wood Golf Course Addition is hereby approved, subject to the following conditions:

1. The City shall seek Final Plat approval within six (6) months from the date of Preliminary Plat approval for Inver Wood Golf Course Addition..

2. Title work for the Plat shall be provided to and conform to any requirements resulting from City staff and the City Attorney's review of the title work and plat opinion.
3. Outlot A of the Plat shall be revised to dedicate additional right-of-way as may be necessary for the reconstruction of intersection of 70th Street and Babock Trail, as planned by Dakota County, or the right-of-way area shall be dedicated at the time of development and future re-plat of Outlot A.
4. Except as otherwise expressly authorized by City resolution or ordinance, all aspects of the development shall comply with all applicable state laws and city codes, ordinance, and regulations.

BE IT FURTHER RESOLVED that the Deputy Clerk is hereby authorized and directed to record a certified copy of this Resolution at the Dakota County Recorder's Office.

Approved by the City Council of Inver Grove Heights this 27th day of May, 2025.

Brendia Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

EXHIBIT A

SUBJECT PROPERTY LEGAL DESCRIPTION

All that part of the North Half of the Northeast Quarter of Section 8, Township 27, Range 22, Dakota County, Minnesota, lying Westerly of Babcock Trail (aka German Road) except the following described parcel:

Beginning at the Northwest corner of the Northeast Quarter of said Section 8; thence East along the North line of said Section 8, a distance of 300 feet; thence South at right angles a distance of 726 feet; thence West at right angles 300 feet to the North South Quarter Section line of said Section 8; thence North along said Quarter Section line 726 feet to the point of beginning, Dakota County, Minnesota.

AND Except that part of Section 8 lying within the following description:

That part of the South Half of the Southeast Quarter of Section 5 and that part of the North Half of the Northeast Quarter of Section 8, all in Township 27, Range 22, Dakota County, Minnesota, described as follows:

Commencing at the North Quarter corner of said Section 8; thence South 89 degrees 27 minutes 58 seconds East, assumed bearing, along the north line of said Section 8 a distance of 910.68 feet to the point of beginning of the parcel to be described; thence continuing South 89 degrees 27 minutes 58 seconds East 223.70 feet; thence North 00 degrees 32 minutes 02 seconds East 41.25 feet; thence South 89 degrees 27 minutes 58 second East 97.92 feet; thence South 03 degrees 30 minutes 26 seconds East 645.40 feet; thence South 83 degrees 33 minutes 18 seconds West 361.75 feet; thence North 00 degrees 10 minutes 40 seconds West 646.55 feet to the point of beginning.

AND

That part of the South Half of the Southeast Quarter of Section 5 and that part of the North Half of the Northeast Quarter of Section 8, all in Township 27, Range 22, Dakota County, Minnesota, described as follows:

Commencing at the North Quarter corner of said Section 8; thence South 89 degrees 27 minutes 58 seconds East, assumed bearing, along the north line of said Section 8 a distance of 910.68 feet to the point of beginning of the parcel to be described; thence continuing South 89 degrees 27 minutes 58 seconds East 223.70 feet; thence North 00 degrees 32 minutes 02 seconds East 41.25 feet; thence South 89 degrees 27 minutes 58 second East 97.92 feet; thence South 03 degrees 30 minutes 26 seconds East 645.40 feet; thence South 83 degrees 33 minutes 18 seconds West 361.75 feet; thence North 00 degrees 10 minutes 40 seconds West 646.55 feet to the point of beginning.

AND

That part of the South Half of the Northeast Quarter of Section 8, Township 27 North, Range 22 West, Dakota County, Minnesota, lying westerly of the following described Line A: Commencing at the southeast corner of said South Half of the Northeast Quarter; thence North 89 degrees 55 minutes 19 seconds West, assumed bearing, along the south line of said South Half of the Northeast Quarter 305.97 feet to a point on a 4000.00 foot radius, non-tangential curve, the center of circle of which bears South 87 degrees 08 minutes 07 seconds East from said point; thence northeasterly along said curve 365.47 feet; thence North 89 degrees 55 minutes 19 seconds West 621.02 feet; thence South 0 degrees 04 minutes 41 seconds West to the south line of said South Half of the Northeast Quarter and the point of beginning of Line A to be described; thence North 0 degrees 04 minutes 41 seconds East to the north line of said South Half of the Northeast Quarter and said Line A there terminating.

AND

The West one-half of the Southeast Quarter of Section 8, Township 27, Range 22, Dakota County, Minnesota.

AND

The south 618.55 feet of the East Half of the Northwest Quarter of Section 8, Township 27, Range 22, Dakota County, Minnesota, and that part of said East Half of the Northwest Quarter lying westerly of the east 1038.92 feet thereof, lying northerly of the south 618.55 feet thereof, and which lies southerly of a line described as follows:

Beginning at a point on the east line of said East Half of the Northwest Quarter, said point being 1511.9 feet south of the northeast corner thereof; thence West and parallel with the north line of said East Half of the Northwest Quarter 459.57 feet; thence North and parallel with the east line of said East Half of the Northwest Quarter 191.9 feet; thence West and parallel with the north line of said East Half of the Northwest Quarter 851.69 feet more or less to a point on the west line of said East Half of the Northwest Quarter, said point being 1320.00 feet South of the northwest corner thereof and there terminating, according to the United States Government Survey thereof and situate in Dakota County, Minnesota.

AND

The West 1/2 of the Northwest 1/4 except the North 1561 feet thereof, in Section 8, Township 27 North, Range 22 West, Except therefrom the following described parcel: That part of the Southwest 1/4 of the Northwest 1/4 of said Section 8, described as follows:

Commencing at a point 33 feet North of the Southwest corner of the Northwest 1/4 of Section 8, Township 27, Range 22; thence East 254.3 feet to a point; thence North parallel with the West line of said section, 200 feet to a point; thence West 254.3 feet to the section line; thence South along said section line to the point of beginning.

And Except:

That part of the Southwest Quarter of the Southwest Quarter of the Northwest Quarter of Section 8, Township 27 North, Range 22 West, Dakota County, Minnesota, described as follows:

Commencing at the Southwest corner of said Northwest Quarter; thence Northerly along the West line of said Section 8, a distance of 233.00 feet; thence South 89 degrees 45 minutes 42 seconds East (assumed bearing) parallel with the South line of said Northwest Quarter, a distance of 254.30 feet to the point of beginning of the parcel to be described; thence south 89 degrees 45 minutes 42 seconds East, 32.86 feet; thence South 48 degrees 30 minutes 30 seconds East, 157.52; thence South 57 degrees 31 minutes 11 seconds West, 177.84 feet to a point which is 200.00 feet South of the afore-described point of beginning, measured parallel with said West line; thence Northerly to the point of beginning and there terminating.

AND

That part of the Southwest Quarter of the Southwest Quarter of the Northwest Quarter of Section 8, Township 27 North, Range 22 West, Dakota County, Minnesota, described as follows:

Commencing at the Southwest corner of said Northwest Quarter; thence Northerly along the West line of said Section 8, a distance of 233.00 feet; thence South 89 degrees 45 minutes 42 seconds East (assumed bearing) parallel with the South line of said Northwest Quarter, a distance of 254.30 feet to the point of beginning of the parcel to be described; thence south 89 degrees 45 minutes 42 seconds East, 32.86 feet; thence South 48 degrees 30 minutes 30 seconds East, 157.52; thence South 57 degrees 31 minutes 11 seconds West, 177.84 feet to a point which is 200.00 feet South of the afore-described point of beginning, measured parallel with said West line; thence Northerly to the point of beginning and there terminating.

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. 2025-_____

**RESOLUTION APPROVING THE FINAL PLAT FOR
INVER WOOD GOLF COURSE ADDITION**

WHEREAS, the City of Inver Grove Heights ("City") and owner of the Inver Wood Golf Course, located at 1850 70th Street, has requested Final Plat approval for Inver Wood Golf Course Addition ("Plat"); and,

WHEREAS, the Plat proposes to create two lots, legally described in Exhibit A and depicted on said Plat, and dedicate rights-of-way along 70th Street, Babcock Trail, 80th Street and Robert Trail; no Drainage and Utility Easements are to be dedicated with this Plat; and,

WHEREAS, the Subject Property is guided Public Parks and Open Space, per the 2040 Comprehensive Plan, and zoned P, Institutional, and conforms to minimum Bulk Standards for lot width, depth and area as required by City Code; and,

WHEREAS, on May 27, 2025, the City Council approved the Preliminary Plat for Inver Wood Golf Course Addition, per Resolution No. 2025-_____.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, MINNESOTA, the Final Plat for Inver Wood Golf Course Addition is hereby approved, subject to the following conditions:

1. Title work for the Plat shall be provided to and conform to any requirements resulting from City staff and the City Attorney's review of the title work and plat opinion.
2. Outlot A of the Plat shall be revised to dedicate additional right-of-way as may be necessary for the reconstruction of intersection of 70th Street and Babcock Trail, as planned by Dakota County, or the right-of-way area shall be dedicated at the time of development and future re-plat of Outlot A.
3. Except as otherwise expressly authorized by City resolution or ordinance, all aspects of the development shall comply with all applicable state laws and city codes, ordinance, and regulations.

BE IT FURTHER RESOLVED, the Final Plat shall not be released for recording until all fees and other financial obligations and agreements, if required, are received and executed by the City; recording of the Final Plat with the land records office of Dakota County must occur within 30 days of its release by the City.

Approved by the City Council of Inver Grove Heights this 27th day of May, 2025.

Brendia Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

EXHIBIT A

**INVER WOOD GOLF COURSE ADDITION
LEGAL DESCRIPTION**

Lot 1, Block 1 and Outlot A, Inver Wood Golf Course Addition

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. _____

**RESOLUTION AMENDING THE 2040 INVER GROVE HEIGHTS COMPREHENSIVE PLAN
AND MAPS FOR GUIDING THE OVERALL DEVELOPMENT AND REDEVELOPMENT
OF THE CITY OF INVER GROVE HEIGHTS**

WHEREAS, on October 28, 2019, the City Council approved Resolution No. 19-205, adopting the 2040 Comprehensive Plan ("2040 Plan") for the City of Inver Grove Heights ("City"), its decennial update as required by Minnesota Statute §473.864; and,

WHEREAS, the City of Inver Grove Heights ("City") has requested a map amendment to the 2040 Plan to re-guide the following property, legally described in Exhibit A and depicted in Exhibit B, and referred to collectively hereafter as the "Subject Property."

Outlot A, Inver Wood Golf Course

WHEREAS, according to Minnesota Statute 473.858, Subd. 2, the required adjacent Local Government Unit ("LGU") review and comment period is waived by the Metropolitan Council as the lands proposed for amendment to the 2040 Plan are not contiguous to other LGUs; and,

WHEREAS, on May 6, 2024, the Planning Commission reviewed the proposed amendment to the 2040 Plan, held a public hearing and accepted public comment regarding the application following posted and published notice of the same, and thereafter recommended to the City Council approval of the amendment; and,

WHEREAS, the City Council received and considered the recommendation from the Planning Commission as to the proposed amendment to the 2040 Plan as submitted by the Applicant, and finds the proposed amendment to be beneficial and in the best interest of the City; and,

WHEREAS, Minnesota Statute §462.355, Subd. 3, requires an affirmative vote of 4/5ths of the City Council to ratify amendments to a City Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, that the map amendment to the 2040 Comprehensive Plan, regarding the Subject Property, as described herein, from Public Parks & Open Space to Mixed Use is hereby approved and pending review and approval by the Metropolitan Council.

Adopted by the City Council of Inver Grove Heights on this 25th day of May, 2025.

Ayes:

Nays:

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

EXHIBIT A

**SUBJECT PROPERTY
LEGAL DESCRIPTION**

Outlot A, Inver Wood Golf Course Addition

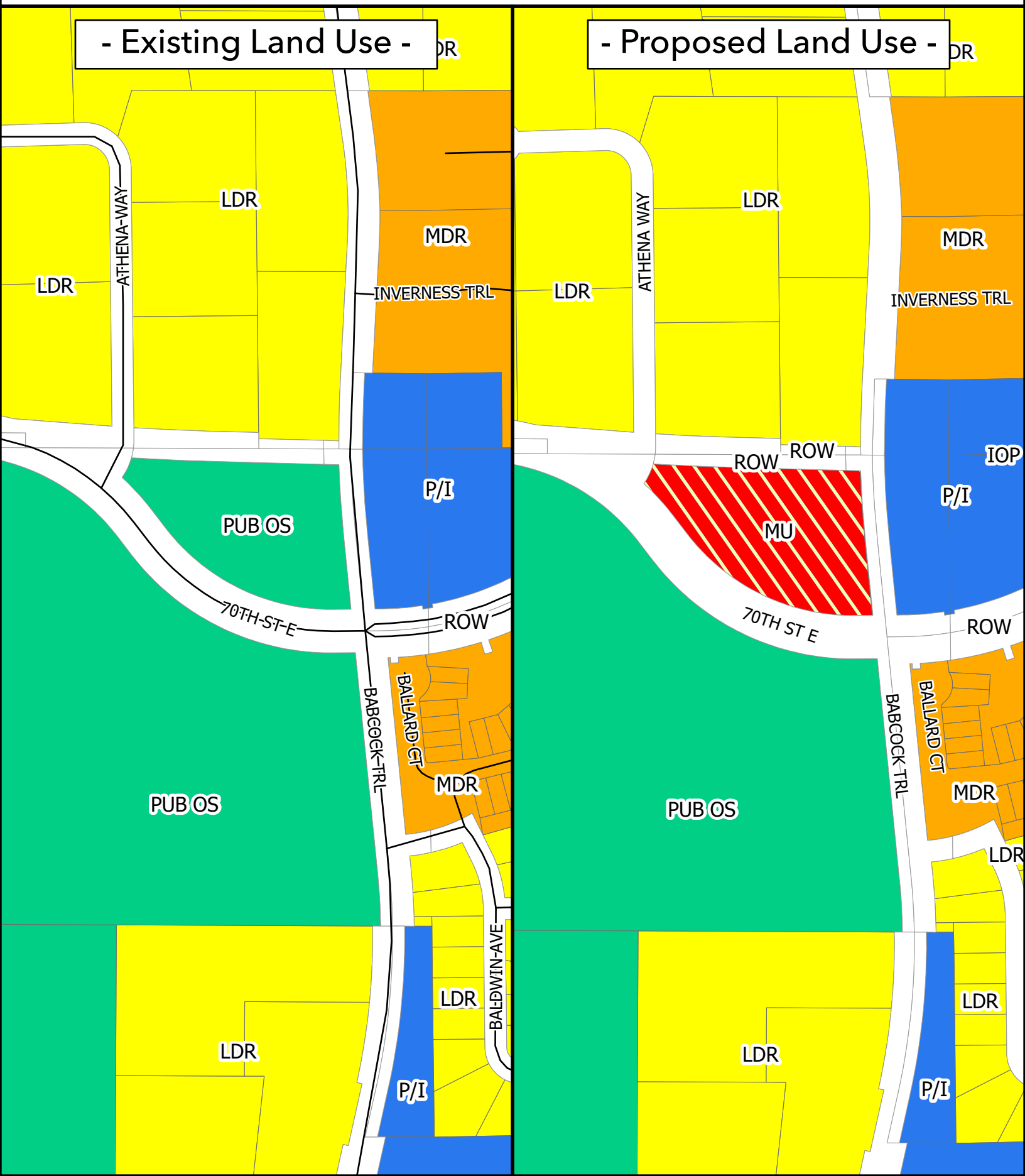
EXHIBIT B

**2040 COMPREHENSIVE PLAN AMENDMENT
PUBLIC PARKS AND OPEN SPACE TO MIXED USE**



Inver Wood Golf Course

Proposed Land Use Change



**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

ORDINANCE NO. ____

**AN ORDINANCE REZONING OUTLOT A OF INVER WOOD GOLF COURSE ADDITION
FROM P, INSTITUTIONAL TO R-3C MULTIPLE FAMILY RESIDENTIAL**

The City Council of Inver Grove Heights ordains as follows:

SECTION I. Rezoning to R-3C, Multiple Family Residential

The Official Zoning Map of the City of Inver Grove Heights is hereby amended as follows:

The Subject Property stated and legally described in Exhibit A and depicted in Exhibit B is hereby rezoned from P, Institutional to R-3C, Multiple Family Residential.

SECTION II. Changes to Zoning Map

The City Clerk is hereby directed to cause the Official Zoning Map to be amended as consistent with this Ordinance. The Official Zoning Map as amended shall not be republished.

SECTION III. Effective

This ordinance shall have the full force and effect upon its passage and publication.

Passed by the City Council of the City of Inver Grove Heights this 27th day of May, 2025.

Ayes:

Nays:

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

EXHIBIT A

**PROPERTY SUBJECT TO REZONING
LEGAL DESCRIPTION**

Outlot A, Inver Wood Golf Course

EXHIBIT B

**PROPERTY SUBJECT TO REZONING
PROPERTY SKETCH**



Inver Wood Golf Course Proposed Zoning Change



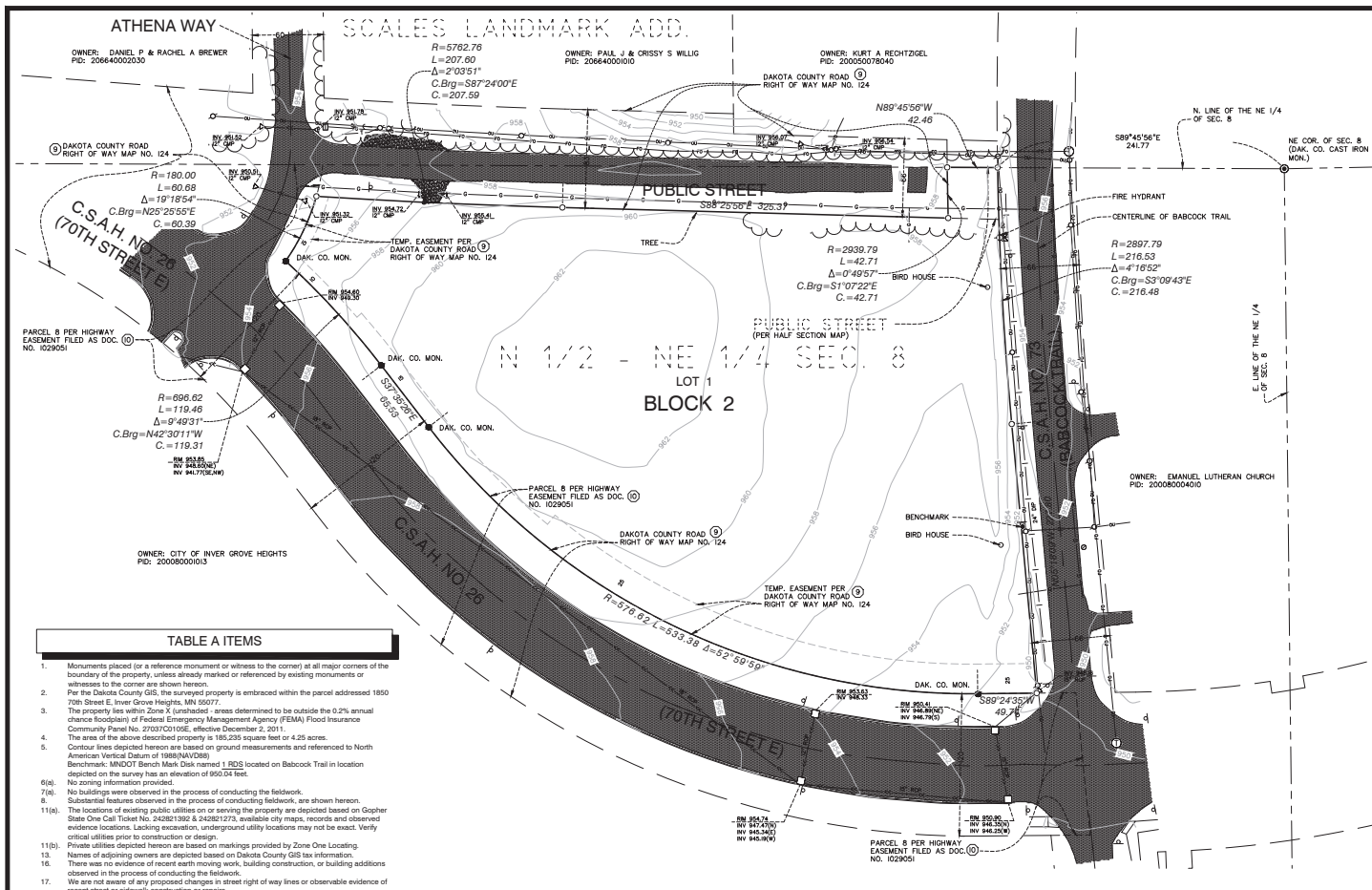
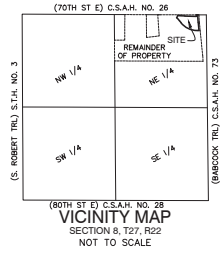


TABLE A ITEMS

- Monuments placed (or a reference monument or witness to the corner) at all major corners of the boundary of the property, unless already marked or referenced by existing monuments or witnesses to the corner are shown herein.
- Per the Dakota County GIS, the surveyed property is embraced within the parcel addressed 1850 70th Street E, Inver Grove Heights, MN 55077.
- The property lies within Zone 4 (unshaded) - areas determined to be outside the 0.2% annual chance floodplain of Federal Emergency Management Agency (FEMA) Flood Insurance Community Panel No. 7003020105, effective December 2, 2011.
- The area of the above described property is 185,235 square feet or 4.25 acres.
- Contour lines depicted herein are based on ground measurements and referenced to North American Vertical Datum of 1988 (NAVD88).
- Benchmark: MNDOT Bench Mark Disk named 1 R22 located on Babcock Trail in location depicted on the survey has an elevation of 860.54 feet.
- No zoning information provided.
- No buildings were observed in the process of conducting the fieldwork.
- Substantial features observed in the process of conducting fieldwork, are shown herein.
- The locations of existing public utilities or serving the property are depicted based on Gopher State One Call Ticket No. 242821952 & 242821273, available city maps, records and observed evidence locations. Lacking excavation, underground utility locations may not be exact. Verify critical utilities prior to construction or design.
- Private utilities depicted herein are based on markings provided by Zone One Locating. Names of adjoining owners are depicted based on Dakota County GIS tax information.
- There was no evidence of recent earth moving work, building construction, or building additions observed in the process of conducting the fieldwork.
- We are not aware of any proposed changes in street right of way lines or observable evidence of recent street or sidewalk construction or repairs.
- No apartment easements listed in title.

SCHEDULE B, PART II EXCEPTIONS

- The following are survey related exceptions set forth in Schedule B, Part II of the herein referenced Title Commitment:
- Item No. 8: Subject to County Road Nos. 26 and 73. Depicted on the survey.
- Item No. 9: Subject to Dakota County Right of Way Map No. 124 filed as Document No. 1022062. Right of way and temp easement depicted on the survey.
- Item No. 10: Highway Easement filed as Document No. 10209051. Depicted on the survey.
- Item No. 11: Affidavit filed as Document No. 1853026. Does not touch surveyed property.
- Item No. 12: Final Certificate filed as Document No. 1221216. Does not touch surveyed property.

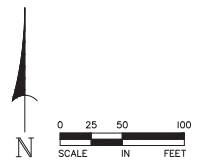


LEGEND

- SET IRON MONUMENT
- IRON MONUMENT FOUND
- HYDRANT
- WATER VALVE
- TELEPHONE BOX
- TELEPHONE MANHOLE
- SIGN
- POWER POLE
- GAS VALVE
- SPOT ELEVATION
- GAS
- OVERHEAD ELECTRIC
- UNDERGROUND ELECTRIC
- WATERMAIN
- STORM SEWER
- STORM SEWER
- CONTOUR
- BITUMINOUS
- GRAVEL
- TREE LINE



Know what's below.
Call before you dig.
Dial 811



PROPERTY DESCRIPTION

All that part of the North Half of the Northeast Quarter of Section 8, Township 27, Range 22, Dakota County, Minnesota, lying Westerly of Babcock Trail (aka German Road) except the following described parcel:
Beginning at the Northeast corner of the Northeast Quarter of said Section 8; thence East along the North line of said Section 8 a distance of 300 feet; thence South at right angles a distance of 726 feet; thence West at right angles 300 feet to the point of beginning, Dakota County, Minnesota.

AND Except that part of Section 8 lying within the following description:

That part of the South Half of the Southeast Quarter of Section 5 and that part of the North Half of the Northeast Quarter of Section 8, all in Township 27, Range 22, Dakota County, Minnesota, described as follows:
Commencing at the North Quarter corner of said Section 8; thence South 89 degrees 27 minutes 58 seconds East, assumed bearing, along the north line of said Section 8 a distance of 910.68 feet to the point of beginning of the parcel to be described; thence continuing South 89 degrees 27 minutes 58 seconds East 220.70 feet; thence North 00 degrees 32 minutes 02 seconds East 41.25 feet; thence South 89 degrees 27 minutes 58 seconds East 87.52 feet; thence South 00 degrees 30 minutes 26 seconds East 645.40 feet; thence South 89 degrees 33 minutes 18 seconds West 361.75 feet; thence North 00 degrees 10 minutes 40 seconds West 645.55 feet to the point of beginning.

Abstract Property:

PROPOSED PROPERTY DESCRIPTION

Lot 1, Block 2, INVER WOOD GOLF COURSE ADDITION, Dakota County, Minnesota.

CERTIFICATION

To City of Inver Grove Heights, DCA Title - The Title Team, and Old Republic National Title Insurance Company:

This is to Certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 5, 6(a), 7(a), 8, 11(b), 13, 16, 17 and 18 of Table A thereof. The field work was completed on October 26, 2024.

Date of Plat or Map:

FOR REVIEW

Daniel Elvorn, Professional Land Surveyor
Minnesota License No. 57366
Email: daniel@alliant-inc.com

NOTES

- This survey and the property description shown here on are based upon information found in the commitment for title insurance prepared by DCA Title, as agent for Old Republic National Title Insurance Company, file no. DCA202504, dated September 24, 2024. Property to be included in the proposed plat of INVER WOOD GOLF COURSE ADDITION.
- The basis of bearings is Dakota County Coordinate System NAD83(86 adj.).
- All distances are in feet.
- The property has vehicular access to the public road north of the property via gravel access area.
- Spot elevations at curb line are to top of curb.

ALLIANT
ENGINEERING

733 Marquette Ave, Ste 700
Minneapolis, MN 55402
612.758.3080 MAIN
612.758.3099 FAX
www.alliant-inc.com

**ALTA/NSPS
LAND TITLE
SURVEY**

LOT 2, BLOCK 1
INVER WOOD GOLF COURSE
ADDITION

INVER GROVE HEIGHTS, MINNESOTA

DRAWN BY	DE
CHECKED BY	DE
DATE ISSUED	12/30/24
SCALE	1"=50'
JOB NO.	4000474
FIELD BY	EL, DA, RS, MN, RJ

PROPERTY DESCRIPTION

All that part of the North Half of the Northeast Quarter of Section 8, Township 27, Range 22, Dakota County, Minnesota, lying Westerly of Babcock Trail (aka German Road), except the following described parcel:

Beginning at the Northwest corner of the Northeast Quarter of said Section 8; thence East along the North line of said Section 8, a distance of 300 feet; thence South at right angles a distance of 726 feet; thence West at right angles 300 feet to the North South Quarter Section line of said Section 8; thence North along said Quarter Section line 726 feet to the point of beginning, Dakota County, Minnesota.

AND Except that part of Section 8 lying within the following description:

That part of the South Half of the Southeast Quarter of Section 5 and that part of the North Half of the Northeast Quarter of Sections 8, all in Township 27, Range 22, Dakota County, Minnesota, described as follows:

Commencing at the North Quarter corner of said Section 8; thence South 89 degrees 27 minutes 58 seconds East, assumed bearing, along the north line of said Section 8 a distance of 910.68 feet to the point of beginning of the parcel to be described; thence continuing South 89 degrees 27 minutes 58 seconds East 223.70 feet; thence North 00 degrees 32 minutes 02 seconds East 41.25 feet; thence South 89 degrees 27 minutes 58 second East 97.80 feet; thence South 03 degrees 30 minutes 26 seconds East 645.40 feet; thence South 83 degrees 33 minutes 18 seconds West 361.75 feet; thence North 00 degrees 10 minutes 40 seconds West 645.55 feet to the point of beginning.

AND

That part of the South Half of the Southeast Quarter of Section 5 and that part of the North Half of the Northeast Quarter of Section 8, all in Township 27, Range 22, Dakota County, Minnesota, described as follows:

Commencing at the North Quarter corner of said Section 8; thence South 89 degrees 27 minutes 58 seconds East, assumed bearing, along the north line of said Section 8 a distance of 910.68 feet to the point of beginning of the parcel to be described; thence continuing South 89 degrees 27 minutes 58 seconds East 223.70 feet; thence North 00 degrees 32 minutes 02 seconds East 41.25 feet; thence South 89 degrees 27 minutes 58 second East 97.80 feet; thence South 03 degrees 30 minutes 26 seconds East 645.40 feet; thence South 83 degrees 33 minutes 18 seconds West 361.75 feet; thence North 00 degrees 10 minutes 40 seconds West 645.55 feet to the point of beginning.

AND

That part of the South Half of the Northeast Quarter of Section 8, Township 27 North, Range 22 West, Dakota County, Minnesota, lying westerly of the following described Line A:

Commencing at the southeast corner of said South Half of the Northeast Quarter; thence North 89 degrees 05 minutes 19 seconds West, assumed bearing, along the south line of said South Half of the Northeast Quarter 305.97 feet to a point on a 4000.00 foot radius, non-tangential curve, the center of circle of which bears South 87 degrees 08 minutes 07 seconds East from said point; thence northeasterly along said curve 365.47 feet; thence North 89 degrees 05 minutes 19 seconds West 621.02 feet; thence South 0 degrees 04 minutes 41 seconds West to the south line of said South Half of the Northeast Quarter and the point of beginning of Line A to be described; thence North 0 degrees 04 minutes 41 seconds East to the north line of said South Half of the Northeast Quarter and said Line A there terminating.

AND

The West one-half of the Southeast Quarter of Section 8, Township 27, Range 22, Dakota County, Minnesota.

PROPERTY DESCRIPTION

AND

The south 618.55 feet of the East Half of the Northwest Quarter of Section 8, Township 27, Range 22, Dakota County, Minnesota, and that part of said East Half of the Northwest Quarter lying westerly of the east 1038.82 feet thereof, lying northerly of the south 618.55 feet thereof, and which lies southerly of a line described as follows:

Beginning at a point on the east line of said East Half of the Northwest Quarter, said point being 1511.9 feet south of the northeast corner thereof; thence West and parallel with the north line of said East Half of the Northwest Quarter 459.57 feet; thence North and parallel with the east line of said East Half of the Northwest Quarter 191.9 feet; thence West and parallel with the north line of said East Half of the Northwest Quarter 851.69 feet more or less to a point on the west line of said East Half of the Northwest Quarter, said point being 1350.00 feet South of the northwest corner thereof and there terminating, according to the United States Government Survey thereof and plat in Dakota County, Minnesota.

AND

The West 1/2 of the Northwest 1/4 except the North 1561 feet thereof, in Section 8, Township 27 North, Range 22 West. Except therefrom the following described parcel: That part of the Southwest 1/4 of the Northwest 1/4 of said Section 8, described as follows: Commencing at a point 53 feet North of the Southwest corner of the Northwest 1/4 of Section 8, Township 27, Range 22; thence East 254.3 feet to a point; thence North parallel with the West line of said section, 200 feet to a point; thence West 254.3 feet to the section line; thence South along said section line to the point of beginning.

And Except:

That part of the Southwest Quarter of the Southwest Quarter of the Northwest Quarter of Section 8, Township 27 North, Range 22 West, Dakota County, Minnesota, described as follows:

Commencing at the Southwest corner of said Northwest Quarter; thence Northerly along the West line of said Section 8, a distance of 233.00 feet; thence South 89 degrees 45 minutes 42 seconds East (assumed bearing) parallel with the South line of said Northwest Quarter, a distance of 254.30 feet to the point of beginning of the parcel to be described; thence south 89 degrees 45 minutes 42 seconds East, 32.86 feet; thence South 48 degrees 30 minutes 30 seconds East, 157.52; thence South 57 degrees 31 minutes 11 seconds West, 177.84 feet to a point which is 200.00 feet South of the above-described point of beginning, measured parallel with said West line; thence Northerly to the point of beginning and there terminating.

AND

That part of the Southwest Quarter of the Southwest Quarter of the Northwest Quarter of Section 8, Township 27 North, Range 22 West, Dakota County, Minnesota, described as follows:

Commencing at the Southwest corner of said Northwest Quarter; thence Northerly along the West line of said Section 8, a distance of 233.00 feet; thence South 89 degrees 45 minutes 42 seconds East (assumed bearing) parallel with the South line of said Northwest Quarter, a distance of 254.30 feet to the point of beginning of the parcel to be described; thence south 89 degrees 45 minutes 42 seconds East, 32.86 feet; thence South 48 degrees 30 minutes 30 seconds East, 157.52; thence South 57 degrees 31 minutes 11 seconds West, 177.84 feet to a point which is 200.00 feet South of the above-described point of beginning, measured parallel with said West line; thence Northerly to the point of beginning and there terminating.

NOTES

1. The basis of bearings is Dakota County Coordinate System NAD83(86 adj.).
2. All distances are in feet.
3. Spot elevations at curb line are to top of curb.
4. The property is currently zoned "P - Public Institutional".
5. Benchmark: MNDOT Bench Mark Disk named 18D6 located on Babcock Trail in location depicted on survey has an elevation of 950.04 feet NAVD 88 (NGVD 29 elevation is 949.86).

OWNER/SUBDIVIDER

CITY OF INVER GROVE HEIGHTS
8150 BARBARA AVENUE
INVER GROVE HEIGHTS, MINNESOTA 55077
CONTACT: JASON ZIEMER (651-450-2546)

SURVEYOR

DANIEL EKREM
LICENSE NO. 57366
ALLIANT ENGINEERING, INC.
733 MARQUETTE AVE, SUITE 700
MINNEAPOLIS, MINNESOTA 55402
EM: dekrem@alliant-inc.com
PHONE: 612-767-9326

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the state of Minnesota.

DANIEL EKREM
Print Name
Signature
4/11/25
Date
57366
License Number

DOCUMENT

PRELIMINARY PLAT

CLIENT

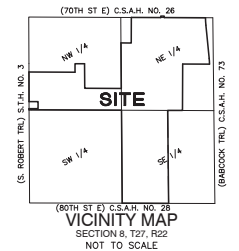
CITY OF INVER GROVE HEIGHTS

PROPERTY ADDRESS

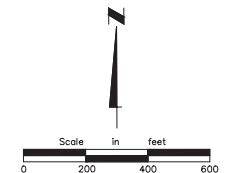
INVER WOOD GOLF COURSE ADDITION

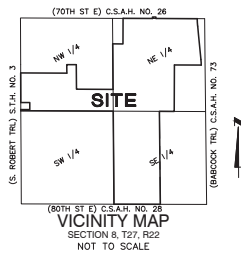
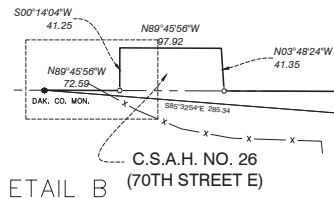


JOB NO.	DRAWN BY:	DATE	DESCRIPTION
4000474	DE		
SCALE	CHECKED BY:		
1"=30'	DE		
FIELD DATE:	FIELD CREW:		
10/25/24	EL, DA, RS, MN, RJ		



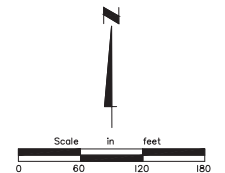
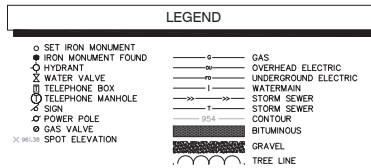
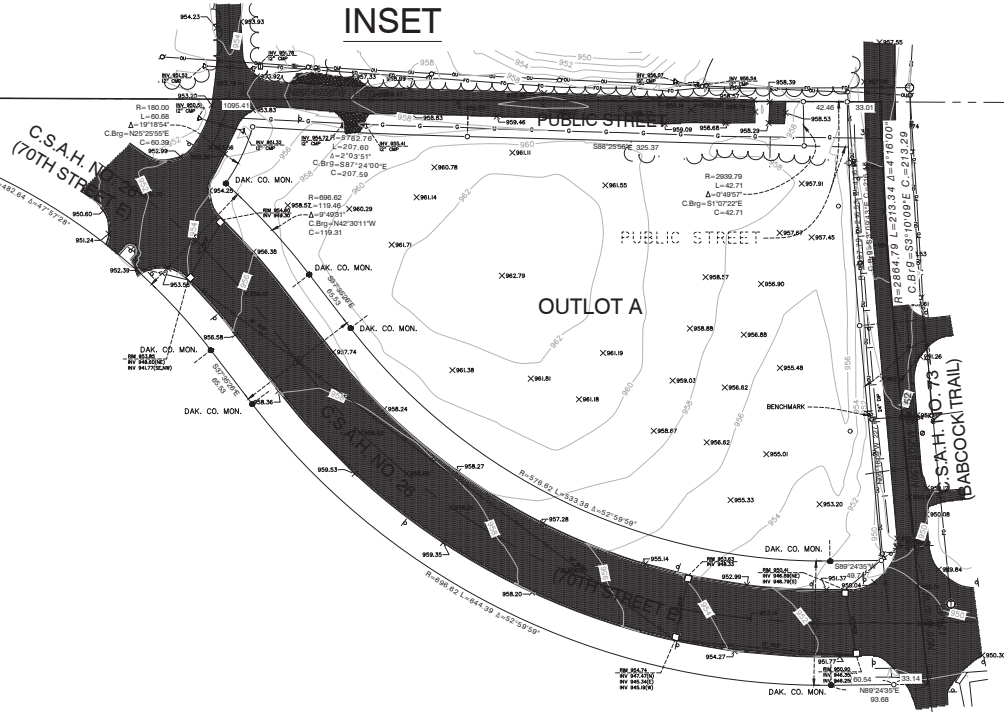
AREAS:
TOTAL DESCRIBED AREA: 11,147,246 SQ. FT.; 255.906 ACRES
LOT 1, BLOCK 1 AREA: 10,623,621 SQ. FT.; 243.885 ACRES
OUTLOT A AREA: 185,235 SQ. FT; 4.252 ACRES
DEDICATED R/W AREA: 338,390 SQ. FT.; 7.768 ACRES





THE ORIENTATION OF THIS BEARING SYSTEM IS
BASED ON THE DAKOTA COUNTY COORDINATE
SYSTEM NAD 83 (1986 ADJUSTMENT).

AREAS:
TOTAL DESCRIBED AREA: 11,147,246 SQ. FT.; 255.906 ACRES
LOT 1, BLOCK 1 AREA: 10,623,621 SQ. FT.; 243.685 ACRES
OUTLOT A AREA: 185,235 SQ. FT.; 4.252 ACRES
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JOB NO.	DRAWN BY:	DATE	DESCRIPTION
4000474	DE		
SCALE	CHECKED BY:		
1"=60'	DE		
FIELD DATE:	FIELD CREW:		
10/25/24	EL, DA, RS, MN, RJ		

DOCUMENT

PRELIMINARY PLAT

CLIENT

CITY OF INVER GROVE
HEIGHTS

PROPERTY ADDRESS

INVER WOOD GOLF
COURSE ADDITION

Sheet 4 of 4



www.alliant.com

File Location: X:\4000474-00\1140 Design\001 Source - Survey\GIS\Course\PLAT_Prel.dwg, Plotted By: Don Stevens on April 11, 2025 at 12:30:31 PM

INVER WOOD GOLF COURSE ADDITION

KNOW ALL PERSONS BY THESE PRESENTS: That the City of Inver Grove Heights, a Minnesota municipal corporation, owner of the following described property:

All that part of the North Half of the Northeast Quarter of Section 8, Township 27, Range 22, Dakota County, Minnesota, lying Westerly of Babcock Trail (aka German Road) except the following described parcel:

Beginning at the Northwest corner of the Northeast Quarter of said Section 8; thence East along the North line of said Section 8, a distance of 300 feet; thence South at right angles a distance of 726 feet; thence West at right angles 300 feet to the North South Quarter Section line of said Section 8; thence North along said Quarter Section line 726 feet to the point of beginning, Dakota County, Minnesota.

AND Except that part of Section 8 lying within the following description:

That part of the South Half of the Southeast Quarter of Section 5 and that part of the North Half of the Northeast Quarter of Section 6, all in Township 27, Range 22, Dakota County, Minnesota, described as follows:

Commencing at the North Quarter corner of said Section 8; thence South 89 degrees 27 minutes 58 seconds East, assumed bearing, along the north line of said Section 8 a distance of 910.68 feet to the point of beginning of the parcel to be described; thence continuing South 89 degrees 27 minutes 58 seconds East 223.70 feet; thence North 00 degrees 32 minutes 02 seconds East 41.25 feet; thence South 89 degrees 27 minutes 58 seconds East 97.32 feet; thence South 03 degrees 30 minutes 26 seconds East 645.40 feet; thence South 83 degrees 33 minutes 18 seconds West 361.75 feet; thence North 00 degrees 10 minutes 40 seconds West 645.55 feet to the point of beginning.

AND

That part of the South Half of the Southeast Quarter of Section 5 and that part of the North Half of the Northeast Quarter of Section 6, all in Township 27, Range 22, Dakota County, Minnesota, described as follows:

Commencing at the North Quarter corner of said Section 8; thence South 89 degrees 27 minutes 58 seconds East, assumed bearing, along the north line of said Section 8 a distance of 910.68 feet to the point of beginning of the parcel to be described; thence continuing South 89 degrees 27 minutes 58 seconds East 223.70 feet; thence North 00 degrees 32 minutes 02 seconds East 41.25 feet; thence South 89 degrees 27 minutes 58 seconds East 97.32 feet; thence South 03 degrees 30 minutes 26 seconds East 645.40 feet; thence South 83 degrees 33 minutes 18 seconds West 361.75 feet; thence North 00 degrees 10 minutes 40 seconds West 645.55 feet to the point of beginning.

AND

That part of the South Half of the Northeast Quarter of Section 6, Township 27 North, Range 22 West, Dakota County, Minnesota, lying westerly of the following described Line A:

Commencing at the southeast corner of said South Half of the Northeast Quarter; thence North 89 degrees 55 minutes 19 seconds West, assumed bearing, along the south line of said South Half of the Northeast Quarter 305.97 feet to a point on a 4000.00 foot radius, non-tangent curve, the center of circle of which bears South 87 degrees 58 minutes 07 seconds East from said point; thence northeasterly along said curve 365.47 feet; thence North 89 degrees 55 minutes 19 seconds West 621.02 feet; thence South 0 degrees 04 minutes 41 seconds West to the south line of said South Half of the Northeast Quarter and the point of beginning of Line A to be described; thence North 0 degrees 04 minutes 41 seconds East to the north line of said South Half of the Northeast Quarter and said Line A there terminating.

AND

The West one-half of the Southeast Quarter of Section 6, Township 27, Range 22, Dakota County, Minnesota.

AND

The south 618.55 feet of the East Half of the Northwest Quarter of Section 8, Township 27, Range 22, Dakota County, Minnesota, and that part of said East Half of the Northwest Quarter lying westerly of the east 1038.92 feet thereof, lying northerly of the south 618.55 feet thereof, and which lies southerly of a line described as follows:

Beginning at a point on the east line of said East Half of the Northwest Quarter, said point being 1511.9 feet south of the northeast corner thereof; thence West and parallel with the north line of said East Half of the Northwest Quarter 459.57 feet; thence North and parallel with the east line of said East Half of the Northwest Quarter 191.9 feet; thence West and parallel with the north line of said East Half of the Northwest Quarter 891.69 feet more or less to a point on the west line of said East Half of the Northwest Quarter, said point being 1320.00 feet South of the northwest corner thereof and there terminating, according to the United States Government Survey thereof and situate in Dakota County, Minnesota.

AND

The West 1/2 of the Northwest 1/4 except the North 1561 feet thereof, in Section 8, Township 27 North, Range 22 West, Except therefrom the following described parcel: That part of the Southwest 1/4 of the Northwest 1/4 of said Section 8, described as follows: Commencing at a point 33 feet North of the Southwest corner of the Northwest 1/4 of Section 8, Township 27, Range 22; thence East 254.3 feet to a point; thence North parallel with the West line of said section, 200 feet to a point; thence West 254.3 feet to the section line; thence South along said section line to the point of beginning.

And Except:

That part of the Southwest Quarter of the Southwest Quarter of the Northwest Quarter of Section 8, Township 27 North, Range 22 West, Dakota County, Minnesota, described as follows:

Commencing at the Southwest corner of said Northwest Quarter; thence Northerly along the West line of said Section 8, a distance of 233.00 feet; thence South 89 degrees 45 minutes 42 seconds East (assumed bearing) parallel with the South line of said Northwest Quarter, a distance of 254.30 feet to the point of beginning of the parcel to be described; thence south 89 degrees 45 minutes 42 seconds East, 32.86 feet; thence South 48 degrees 30 minutes 30 seconds East, 157.52; thence South 87 degrees 31 minutes 11 seconds West, 177.84 feet to a point which is 200.00 feet South of the above-described point of beginning, measured parallel with said West line, thence Northerly to the point of beginning and there terminating.

AND

That part of the Southwest Quarter of the Southwest Quarter of the Northwest Quarter of Section 8, Township 27 North, Range 22 West, Dakota County, Minnesota, described as follows:

Commencing at the Southwest corner of said Northwest Quarter; thence Northerly along the West line of said Section 8, a distance of 233.00 feet; thence South 89 degrees 45 minutes 42 seconds East (assumed bearing) parallel with the South line of said Northwest Quarter, a distance of 254.30 feet to the point of beginning of the parcel to be described; thence south 89 degrees 45 minutes 42 seconds East, 32.86 feet; thence South 48 degrees 30 minutes 30 seconds East, 157.52; thence South 87 degrees 31 minutes 11 seconds West, 177.84 feet to a point which is 200.00 feet South of the above-described point of beginning, measured parallel with said West line; thence Northerly to the point of beginning and there terminating.

Has caused the same to be surveyed and platted as INVER WOOD GOLF COURSE ADDITION and does hereby dedicate to the public for public use the public ways and the drainage and utility easements as created by this plat.

In witness whereof said City of Inver Grove Heights, a Minnesota municipal corporation, has caused these presents to be signed by its proper officer this _____ day of _____, 20____.

Signed: City of Inver Grove Heights

by _____, Mayor by _____, Clerk

STATE OF MINNESOTA

COUNTY OF _____

This instrument was acknowledged before me on _____ day of _____, 20____, by _____ Mayor and _____ Clerk of the City of Inver Grove Heights, a Minnesota municipal corporation, on behalf of the corporation.

Signature _____

Printed Name _____

Notary Public, _____ County, Minnesota

My Commission Expires _____

SURVEYORS CERTIFICATE

I Daniel Ekrem do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year as defined in Minnesota Statutes, Section 505.021, Subd. 10; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 20____.

Daniel Ekrem, Licensed Land Surveyor

Minnesota License No. 57366

STATE OF MINNESOTA

COUNTY OF _____

This instrument was acknowledged before me on _____ day of _____, 20____, by Daniel Ekrem.

Signature _____

Printed Name _____

Notary Public, _____ County, Minnesota

My Commission Expires _____

CITY PLANNING COMMISSION, CITY OF INVER GROVE HEIGHTS, MINNESOTA

Approved by the Planning Commission of the City of Inver Grove Heights, Minnesota, at a regular meeting thereof, this _____ day of _____, 20____.

By: _____

Chair

Secretary

CITY COUNCIL, CITY OF INVER GROVE HEIGHTS, MINNESOTA

This plat was approved by the City Council of Inver Grove Heights, Minnesota, this _____ day of _____, 20____, and hereby certifies compliance with all requirements as set forth in Minnesota Statutes, Section 505.03, Subd. 2.

By: _____

Mayor

Clerk

COUNTY SURVEYOR, COUNTY OF DAKOTA, STATE OF MINNESOTA

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this _____ day of _____, 20____.

Todd B. Tollefson

Dakota County Surveyor

COUNTY BOARD OF COMMISSIONERS, COUNTY OF DAKOTA, STATE OF MINNESOTA

We do hereby certify that on the _____ day of _____, 20____, the Board of Commissioners of Dakota County, Minnesota, approved this plat of INVER WOOD GOLF COURSE ADDITION and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2, and pursuant to the Dakota County Contiguous Plat Ordinance.

By: _____

Chair, County Board

Attest:

County Treasurer - Auditor

DEPARTMENT OF PROPERTY TAXATION AND RECORDS, COUNTY OF DAKOTA, STATE OF MINNESOTA

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _____, 20____.

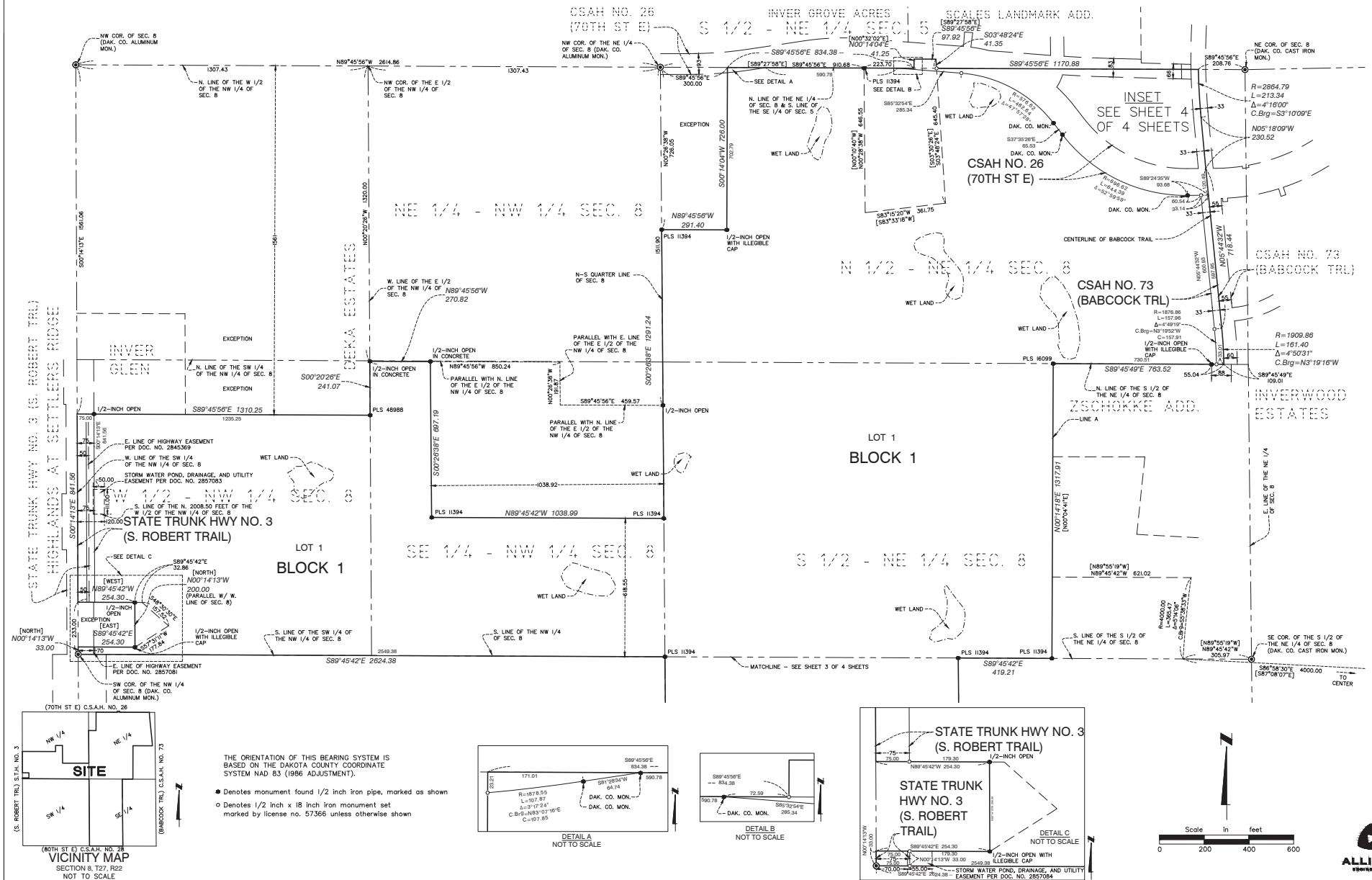
_____, Director
Amy A. Koethke, Department of Property Taxation and Records

COUNTY RECORDER, COUNTY OF DAKOTA, STATE OF MINNESOTA

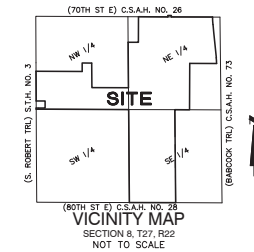
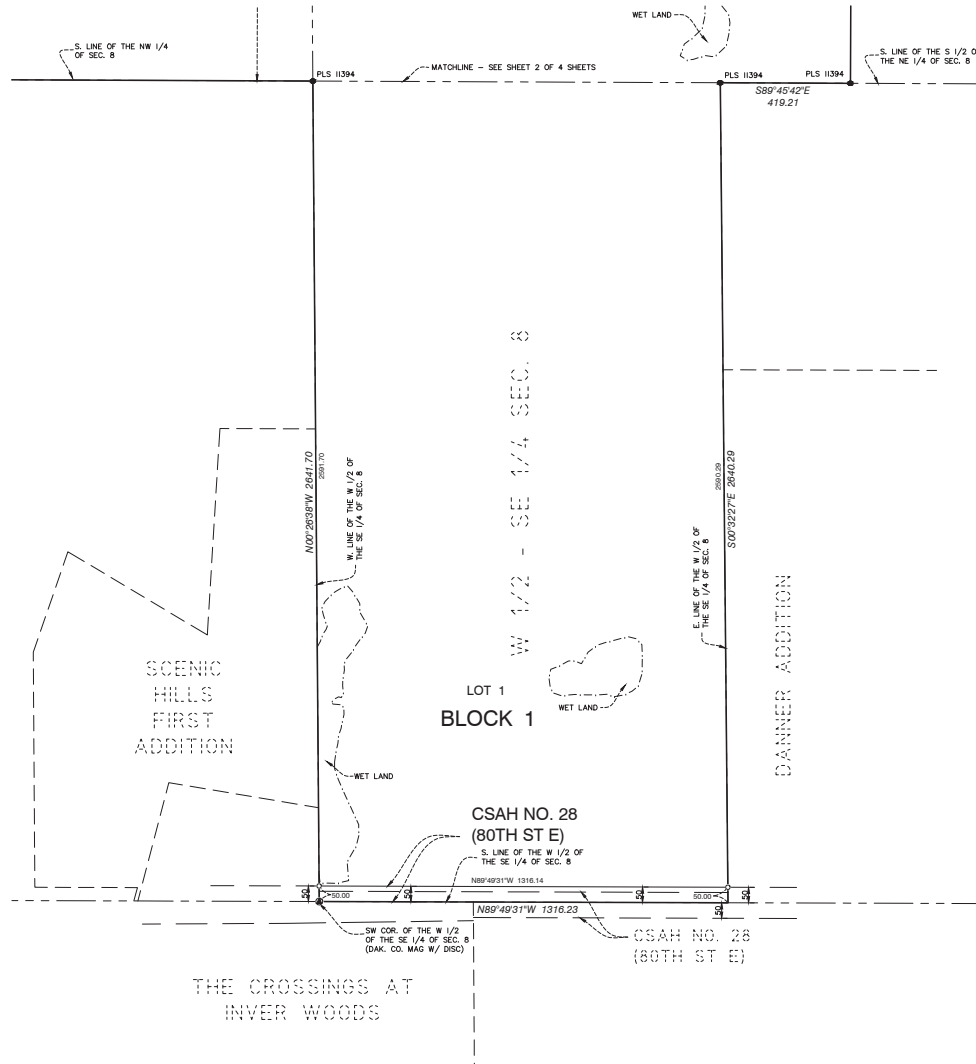
I hereby certify that this plat of INVER WOOD GOLF COURSE ADDITION was filed in the office of the County Recorder for public record on this _____ day of _____, 20____, at _____ o'clock _____ M. and was duly filed in Book _____ of Plats, Page _____, as Document Number _____.

Amy A. Koethke, County Recorder

INVER WOOD GOLF COURSE ADDITION

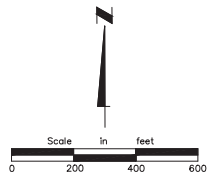


INVER WOOD GOLF COURSE ADDITION



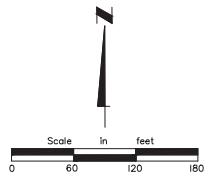
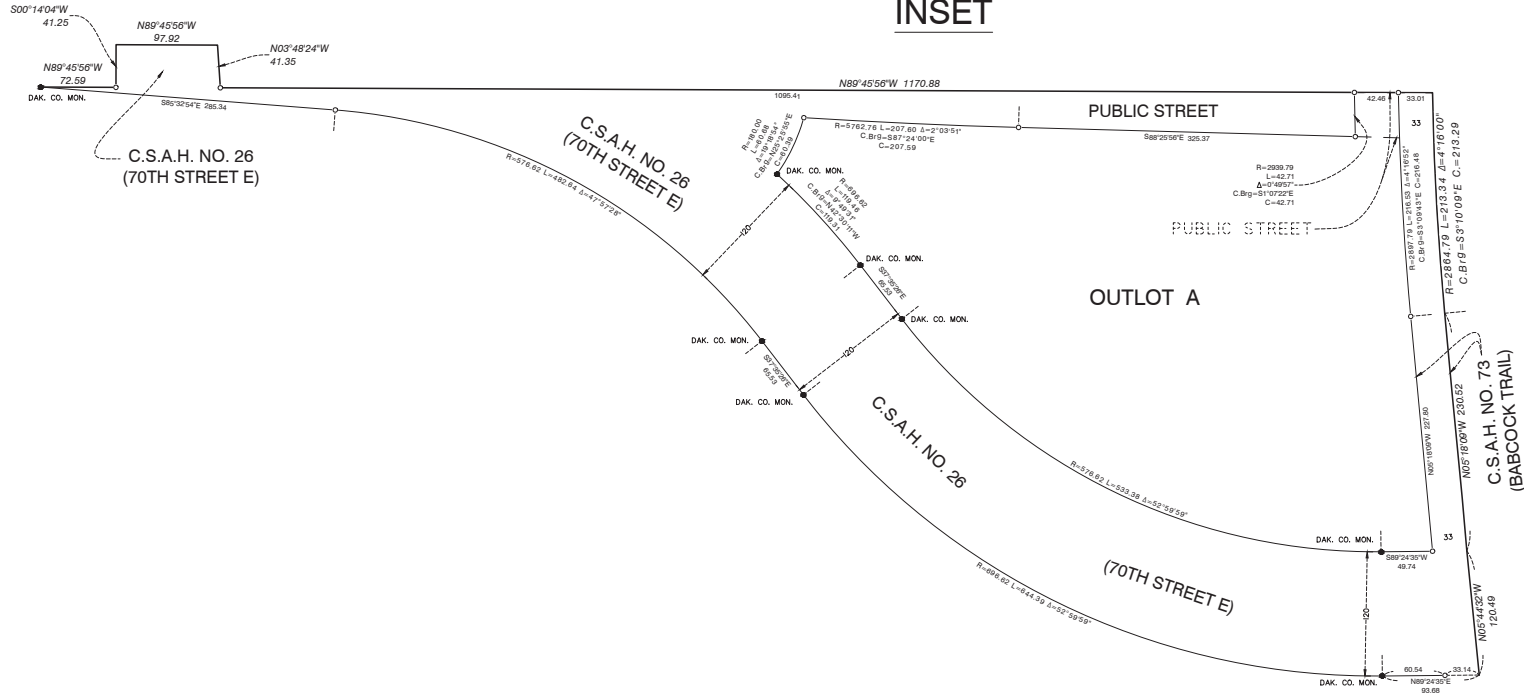
THE ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE DAKOTA COUNTY COORDINATE SYSTEM NAD 83 (1986 ADJUSTMENT).

- Denotes monument found 1/2 inch iron pipe, marked as shown
- Denotes 1/2 inch x 18 inch iron monument set marked by license no. 57366 unless otherwise shown



INVER WOOD GOLF COURSE ADDITION

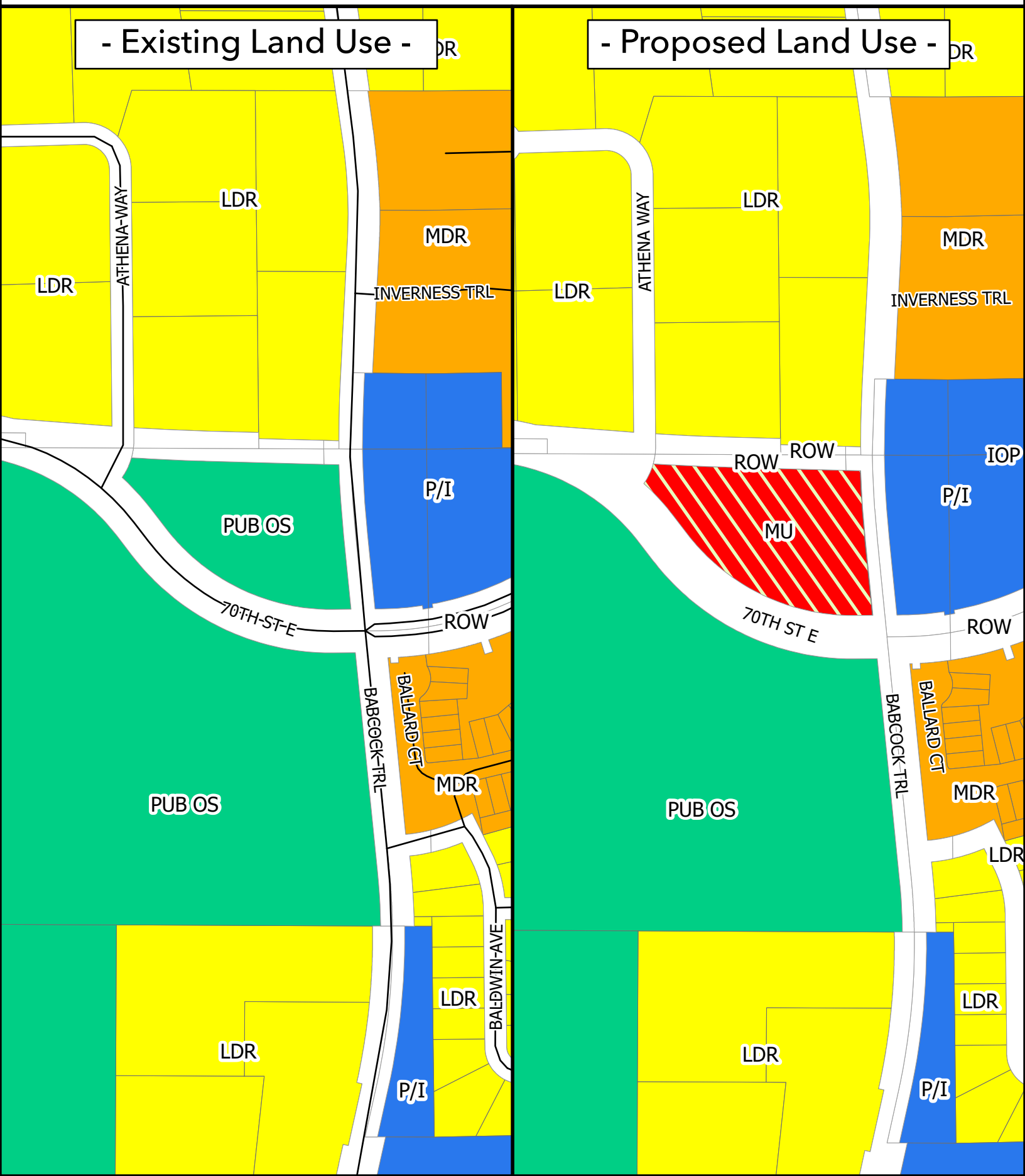
INSET





Inver Wood Golf Course

Proposed Land Use Change



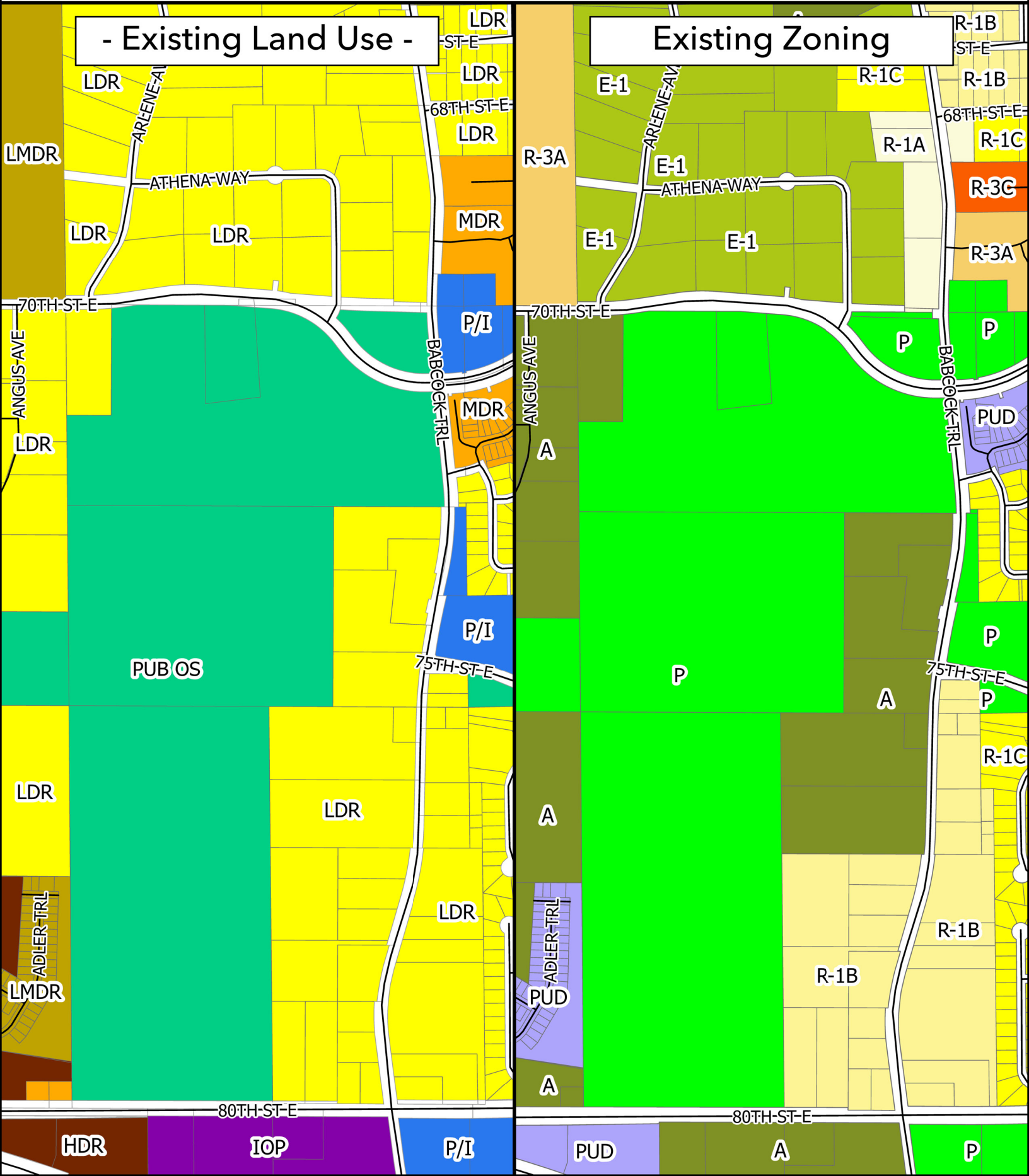


Inver Wood Golf Course Proposed Zoning Change





EDA Golf Course Location Map





Request for Council Action

SUBJECT: **3rd & Final Reading of Ordinance Amending City Code Related to Temporary Expansion of Premise for On-Sale Liquor License Holders**

MEETING DATE: May 27, 2025

ITEM TYPE: Regular Business

CONTACT: Kris Wilson, City Administrator, 651.450.2511

ACTION REQUESTED

The Council is asked to approve the third and final reading of the attached Ordinance, which amends City Code to make it easier for on-sale liquor license holders to obtain a temporary expansion of their licensed premise and to eliminate the need for a large assembly permit when a temporary expansion of premise has been granted.

BACKGROUND

Inver Grove Heights City Code Title 4, Chapter 1, Section 15 (C) currently provides a process for on-sale liquor license holders to temporarily expand their licensed premise, which is the area where alcohol may be sold. Some, but not all, of the City's on-sale liquor license holders utilize this provision so that they can serve alcohol outside their building - often in a tent or designated area of their parking lot - during special events. The current process requires a separate action of the Council for each and every occurrence and can be challenging for license holders to navigate if the opportunity for a special event comes up on short notice or needs to be rescheduled at the last minute due to bad weather, for example.

Therefore, staff was asked if a new process could be developed that would allow the Council to grant a high-level permission for these temporary premise expansions at the time the license holder completes the annual renewal of their on-sale liquor license, with review of the date-specific details handled at the staff level throughout the year.

The attached Ordinance is identical to the version the Council approved a second reading of at its May 12, 2025 meeting.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends Council grant final approval of the attached Ordinance and also adopt the attached Resolution of Summary Publication.

ATTACHMENTS

1. 3rd Reading Ordinance Amending Temporary Premises Expansion (May 27 2025)

2. Resolution Approving Summary Publication of Ord. 1498

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

ORDINANCE NO.

**AN ORDINANCE REPEALING AND REPLACING INVER GROVE HEIGHTS CITY CODE
TITLE 4, CHAPTER 1, SECTION 15(C) REGARDING THE TEMPORARY EXPANSION OF
LICENSED PREMISES AND AMENDING TITLE 4, CHAPTER 14, SECTION 4 REGARDING
PERMIT EXEMPTIONS FOR LARGE ASSEMBLIES**

THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS ORDAINS AS FOLLOWS:

Section 1. Amendment. Title 4, Chapter 1, Section 15(C), of the Inver Grove Heights City Code is hereby repealed in its entirety and replaced as follows:

4-1-15: BUILDING AND PREMISES:

C. Temporary Expansion Of Premises:

1. Temporary Expansion of Premises Permit: The Council may allow the temporary amendment of an existing on-sale intoxicating liquor license to allow the temporary expansion of a licensed premises by issuing a temporary expansion of premises permit to an existing on-sale liquor license holder to allow the sale and consumption of alcoholic beverages in a compact and contiguous area adjacent to the licensed premises. An applicant for or the holder of an on-sale intoxicating liquor license may apply for one Council-issued temporary expansion permit corresponding to the term of the on-sale intoxicating liquor license. Each Council-issued permit shall allow the temporary expansion of a licensed premise for up to ten (10) days per calendar year, subject to approval of each individual temporary expansion event by the Chief of Police or their designee.
2. Temporary Premises Expansion Permit Requirements: To obtain a temporary premises expansion permit from the City Council, the license holder or license applicant must submit a completed application form and all required attachments along with the required application fee to the City Clerk. Following review by city staff, the application shall be placed on the agenda for consideration by the City Council at a regular meeting of the Council.
3. Approval or Denial of Permit or Event Application: The Council may approve the temporary premises expansion permit following a hearing if all of the following criteria are met:
 - a. The applicant has demonstrated that the proposed temporary expansion(s) will comply with all of the requirements listed herein for temporary premises expansion events.
 - b. The issuance of the temporary premises expansion permit would not be

detrimental to public health, safety, or welfare.

The Council may deny the application for a temporary expansion of premises permit if the expansion permit requirements above are not met.

The Chief of Police or their designee may deny the application for an individual expansion event for a specific date or dates if the Temporary Expansion Event Authorization Application is incomplete, not submitted the required number of days in advance of the event, or if the information provided does not demonstrate that the proposed expansion event will comply with all requirements for an expansion event. The applicant may appeal the denial of an application for an individual expansion event to the City Council at the next regular meeting of the Council.

4. Individual Expansion Event Approvals:

- a. To utilize any of the up to ten calendar days per year allowed under the temporary premise expansion permit, the license holder must, at least twenty-one (21) calendar days prior to the first proposed event of the year and at least fourteen (14) calendar days prior to any subsequent events in the same calendar year, submit a completed Temporary Event Expansion Authorization application containing the following information:
 - i. The date of the proposed temporary expansion, including the start and end time. ~~In the case of outdoor events,~~ Up to two alternative dates – falling after the originally planned date – may be submitted, to account for rescheduling due to inclement weather or other similar circumstances.
 - ii. A site plan showing the licensed premises and the temporary expansion area, including temporary fencing or other demarcation of the limits of the expanded premises, as well as adequate emergency access to the temporary expansion area.
 - iii. A lighting plan for the temporary expansion area.
 - iv. A severe weather plan.
 - v. Expected maximum attendance for each specific temporary expansion date.
 - vi. Description of mechanisms in place to ensure no minors are served alcoholic beverages in the temporary expansion area.
 - vii. Description of steps to be taken to ensure compliance with the City's noise requirements, including prohibition on excessive noise.
 - viii. Proof of required liability insurance that includes the temporary expansion area as part of the licensed premises for insurance purposes.
 - ix. A parking plan demonstrating proof of adequate parking for the licensed premises and expansion area, including proof that the minimum parking requirements for the licensed business and expansion area are met on-site or are met via off-site or on-street in a manner that will not negatively impact neighboring businesses

and residents.

- x. Proof that the license holder has the legal right to use the expansion area.
 - xi. Affirmation that alcohol service hours for the temporary expansion area shall be the same or less than those for the licensed premises.
- b. No temporary expansion event may occur unless the Chief of Police or their designee has approved the specific temporary expansion event in writing prior to the start of the event.
5. Revocation of Temporary Expansion Permit: A temporary expansion permit may be revoked by the Council upon recommendation of the Chief of Police or their designee. At any time, the Chief of Police or their designee may recommend revocation of the temporary expansion permit for grounds including but not limited to failure to ensure that the temporary licensed premises expansions conform with the approved site plan; failure to comply with all alcohol related rules and regulations include services to minors; unexpected negative impacts on adjoining neighbors; repeated violations of the City's noise ordinance; excessive trash left behind or on adjacent property; or other harm to the public health and safety resulting from events held in conjunction with the temporary premises expansion(s). Revocation of a temporary premises expansion permit shall only occur after notice and an opportunity for the permit holder to be heard.

Section 2. Amendment. Title 4, Chapter 14, Section 4, of the Inver Grove Heights City Code is hereby amended to add the following language, which is shown as underlined:

4-14-4: PERMIT EXEMPTIONS; APPLICABILITY:

A permit is not required for the following assemblies:

- A. Large assemblies sponsored by the City.
- B. Any regularly established, permanent place of worship, stadium, athletic field, arena, auditorium, theatre, City parks/community center, school, community college or other similar permanently established place of assembly.
- C. The BEST Foundation May Day 5K.
- D. Golf tournaments.
- E. Non-City sponsored events on City or County park property associated with the use of a facility, building or shelter that requires a permit, as long as proper rental permits and other licenses and permits are obtained.
- F. Graduation parties, weddings, or funeral gatherings, if located on property that is used as the principal place of residence of the host of the event.
- G. The temporary expansion of a licensed premise pursuant to an approved temporary premises expansion permit issued under Section 4-1-15(C).

Section 3. Effective Date. This ordinance shall be effective upon its passage and publication.

Passed by the City Council of the City of Inver Grove Heights, Minnesota this 27th day of May, 2025.

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY MINNESOTA
RESOLUTION NO. _____**

**A RESOLUTION APPROVING THE PUBLICATION OF A SUMMARY OF ORDINANCE
NO. 1498, AN ORDINANCE REPEALING AND REPLACING INVER GROVE HEIGHTS
CITY CODE TITLE 4, CHAPTER 1, SECTION 15C REGARDING TEMPORARY
EXPANSION OF LICENSED PREMISES AND AMENDING TITLE 4, CHAPTER 14,
SECTION 4 REGARDING PERMIT EXEMPTIONS FOR LARGE ASSEMBLIES**

WHEREAS, on May 27, 2025, the City of Inver Grove Heights, Dakota County, Minnesota ("City") adopted Ordinance No. 1498, an ordinance Amending Title 4, Chapters 1 & 14 of the City Code Regarding Temporary Expansion of Licensed Premises and Permit Exemptions for Large Assemblies; and

WHEREAS, state law requires that all ordinances adopted be published prior to becoming effective; and

WHEREAS, pursuant to Minn. Stat. Sec. 412.191, subd. 4, the Council may, by a 4/5 vote, direct that only the title and a summary be published; and

WHEREAS, the City Council for the City of Inver Grove Heights has reviewed the summary of Ordinance No. 1498 which is attached hereto as **Exhibit A**; and

WHEREAS, the City Council for the City of Inver Grove Heights has determined that publication of the title and a summary of Ordinance No. 1498 would clearly inform the public of the intent of the ordinance; and

WHEREAS, due to the length of Ordinance No. 1498 the City Council desires to publish a summary of the Ordinance.

NOW THEREFORE BE IT RESOLVED, by a vote of at least four-fifths of its members, that the City Council of the City of Inver Grove Heights hereby:

1. Approves the text of the summary of Ordinance No. 1498 attached as **Exhibit A** and authorizes the publication of the summary shown in **Exhibit A** in lieu of publication of the entirety of Ordinance No. 1498 in the City's official newspaper.
2. Directs the City Clerk to ensure that a full and complete printed copy of Ordinance No. 1498 is available for inspection during regular business hours at the office of

the Inver Grove Heights City Clerk, by standard mail, or by electronic mail.

3. Directs the City Clerk to file the executed Ordinance upon the books and records of the City along with proof of publication.

This resolution is passed and adopted by the City Council of the City of Inver Grove Heights, Dakota County, Minnesota this 27th day of May, 2025.

CITY OF INVER GROVE HEIGHTS

By: _____
Brenda Dietrich
Its: Mayor

Attested:

By: _____
Rebecca Kiernan
Its: City Clerk

(Published in the *Pioneer Press* on _____, 2025.)

EXHIBIT A

SUMMARY PUBLICATION ORDINANCE NO. 1498

AN ORDINANCE AMENDING TITLE 10 OF THE CITY CODE ORDINANCE REPEALING AND REPLACING INVER GROVE HEIGHTS CITY CODE TITLE 4, CHAPTER 1, SECTION 15C REGARDING TEMPORARY EXPANSION OF LICENSED PREMISES AND AMENDING TITLE 4, CHAPTER 14, SECTION 4 REGARDING PERMIT EXEMPTIONS FOR LARGE ASSEMBLIES

On May 27, 2022, the City of Inver Grove Heights, Dakota County, Minnesota ("City") adopted Ordinance No. 1498, an ordinance repealing and replacing Inver Grove Heights City Code Title 4, Chapter 1, Section 15C regarding temporary expansion of licensed premises and amending Title 4, Chapter 14, Section 4 regarding permit exemptions for large assemblies. The purpose of the Ordinance was to amend the number of events allowed from 3 to 10 for Liquor License premise expansion, allowing City Council to approve the authorization of 10 with the events after the first to be approved by the Police Chief or designee, and adding language to exempt temporary expansions from the Large Assemblies permit process.

It is hereby determined that publication of this title and summary will clearly inform the public of the intent and effect of Ordinance No. 1498, and it is directed that only the above title and summary of Ordinance No. 1498 be published, conforming to Minn. Stat. Sec. 331A.01, with the following:

NOTICE

A printed copy of the full text of Ordinance No. 1498 is available for public inspection by any person during regular office hours at the office of the Inver Grove Heights City Clerk, 8150 Barbara Avenue, Inver Grove Heights, MN 55077, by standard mail, or by electronic mail, and at any other public location which the Council designates.



Request for Council Action

SUBJECT: Ordinance Amending City Code Regarding Massage Therapist Qualifications

MEETING DATE: May 27, 2025

ITEM TYPE: Regular Business

CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED

The Council is asked to consider the attached Ordinance, which amends the definition of an "Accredited Institution" for the purpose of massage therapist licensing.

BACKGROUND

It has come to staff's attention that the City Code definition of an "Accredited Institution" for purposes of massage therapist licensing needs to be clarified.

The current definition in 4-8-1 of Inver Grove Heights City Code is as follows:

ACCREDITED INSTITUTION: An educational institution holding accredited status with the United States Department of Education or Minnesota Office of Higher Education.

Staff is proposing that this be amended to read:

ACCREDITED INSTITUTION: An educational institution included in the Database of Accredited Postsecondary Institutions and Programs maintained by the U.S. Department of Education or a postsecondary institution licensed by the Minnesota Office of Higher Education as a private career school.

Upon contacting the Minnesota Office of Higher Education (OHE), it has been determined that they do not accredit schools, they license them. The OHE reviews instructors, programs and curriculum, conducts site visits and requires bonding before determining eligibility for licensure. This ensures that the schools are legitimate education or training institutions and not an entity simply selling diplomas or certificates that people can pass off as proof of training.

Amending this definition should make the City's requirements easier to understand by using terminology in City Code that aligns with the terminology used by the OHE. It is also expected to make it easier for staff to communicate with local massage therapy businesses and applicants for a massage therapist license regarding the requirements.

As this Ordinance makes a relatively minor change to City Code, staff asks the Council to consider waiving the three reading requirement and granting it final adoption at this time.

FISCAL IMPACT

N/A

RECOMMENDATION

Staff recommends waiving the three-reading rule and approving this housekeeping Ordinance to clarify the definition of an Accredited Institution for the purpose of massage therapist licensing.

ATTACHMENTS

1. Ordinance Amending Definition of Accredited Institutions (May 2025)

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE TITLE 4, CHAPTER 8,
SECTION 1 REVISING THE DEFINITION OF AN ACCREDITED INSTITUTION FOR
MASSAGE THERAPIST LICENSING REQUIREMENTS**

THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS ORDAINS AS
FOLLOWS:

Section One. Amendment. Title 4, Chapter 1, Section 8, of the Inver Grove Heights City Code is hereby amended as follows. The ~~striketrough~~ text shows the deleted language and the underlined text shows the added language:

ACCREDITED INSTITUTION: An educational institution included in the Database of Accredited Postsecondary Institutions and Programs maintained by the U.S. Department of Education or a postsecondary institution licensed by the Minnesota Office of Higher Education as a private career school. ~~holding accredited status with the United States department of education or Minnesota office of higher education.~~

Section 2. Effective Date. This ordinance shall be effective upon its passage and publication.

Passed by the City Council of the City of Inver Grove Heights this 27th day of May, 2025.

Ayes:

Nays:

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



Request for Council Action

SUBJECT: **Babcock Trail Development Sketch Plan**

MEETING DATE: May 27, 2025

ITEM TYPE: Regular Business

CONTACT: Kevin Shay, Planning Manager, 651.450.2569

ACTION REQUESTED

The Council is asked to provide informal, non-binding feedback on the sketch plan for a proposed development at 4805, 4845, 4875, and 4885 Babcock Trail. City Council feedback is sought on the following specific questions:

- Is the existing land use guidance appropriate for the site?
- Given that these parcels are subject to the shoreland overlay district, is the Council open to considering significant variances in order to reach the required density on this site?

BACKGROUND

The owners of four undeveloped parcels located north of Interstate 494 on Stark Lake are considering a multi-family residential development, which is what the property is currently guided and zoned for. The parcels are 4805, 4845, 4875, and 4885 Babcock Trail ("Subject Property").

The Subject Property is in a unique situation where the density requirements of the Comprehensive Plan and Shoreland Ordinance are in direct conflict with each other. Thus, receiving City Council feedback will help staff provide better direction for the property owners.

Inver Grove Heights City Code generally provides for concept plan reviews to be completed administratively through the Community Development Department. In other words, developers, landowners and other persons exploring development and/or land use ideas work through City staff to vet their concepts and receive initial feedback as to whether ideas are permitted or not, how those meet current land use and zoning standards, and a review of the required steps for approval. It is not the City's practice for concept plans to receive initial public review by either the Planning Commission or City Council, except in rare circumstances, such as in this case.

Concept Plan Review

This concept plan review is a non-binding discussion specific to the questions identified above. There is no recommendation(s) from City staff and the Council is not being asked to take action (i.e. approval or denial) on this topic or stating support/no support for the development concept. Any opinions and/or comments provided by the City Council are considered advisory only and do not constitute a binding decision on the concept plan nor act as an approval or support for the development concept.

Land Use & Density

IGH Land, LLC ("Applicant"), has submitted a Concept Plan for the development of the Subject

Property as a 135-unit market rate apartment project. The Subject Property is guided HDR, High Density Residential and is zoned R-3C, Multiple-Family Residential. Land Use and Zoning allow for an apartment building at a density of 12-35 units per net acre. The Subject Property is 5.0 gross acres, with 3.87 net developable acres. This means, to stay within the existing density requirements, somewhere between 47 and 135 units could be built on the site.

Shoreland Ordinance

The Subject Property is adjacent to Stark Lake, which is classified as a recreational development shoreland lake in the City's shoreland ordinance. The lake has a 1,000-foot shoreland overlay boundary where additional use and development standards are applied. A multi-family residential development is allowed as a Planned Unit Development (PUD), and is processed as a Conditional Use within the shoreland overlay boundary. As a PUD in the shoreland overlay, a density analysis is required to determine the number of units that will be allowed within the project. To do this, the 1,000-foot shoreland boundary is broken down into 267-foot rings, called tiers. These tiers are used to calculate the allowable number of residential units within each shoreland tier.

Each tier is evaluated for the amount of land suitable for development, which excludes wetlands, bluffs and land below the ordinary high-water level (OHWL) of the lakes. The suitable land within each tier is then multiplied by a number based on the average square feet per multi-family unit for the lake classification to determine the allowable number of units for each tier. A density bonus is available to increase the base number of units within each tier, provided the increase to standards such as lakeshore setbacks and shoreland preservation can be achieved. There is also a provision which allows a developer to take any number of units not provided in a given tier and transfer them into a tier that is further from the lakeshore. The further a tier is from the lakeshore, the greater the bonus to the number of units. The intent of this provision is to push density away from the lakeshore.

Utilizing the calculation method provided in the shoreland ordinance yields 23.3 units that would be allowed on this site. This is a density of 6.0 units per acre and does not meet the density standards of the High-Density Residential land use guidance. The Subject Property is the only property within the City that staff have identified where this conflict exists between shoreland regulations and land use density requirements from the Comprehensive Plan.

There is an existing multi-family development directly to the west of the Subject Property, which was developed in the early 1980's prior to adoption of the Shoreland Ordinance. That area is developed at roughly 15 units per acre and includes both condominiums and apartments. Today, that development would likely face the same challenges.

Conflicts & Questions

To achieve the absolute minimum density as required by the HDR land use guidance, a minimum of 24 additional units would need to be added to the 23.3 units determined through the shoreland calculation method. The 24 additional units would yield the minimum number of units required - 47 - which equals a residential density of 12.14 units per net acre. However, the property owner is showing a concept that would build at the maximum density of 135 units, thereby requiring an even larger variance. Either way, whether the Council supports allowing a development closer to 12 units per acre, one closer to 35 units per acre, or something in between, an approval would be needed through the variance process.

Through the Planned Unit Development (PUD) process, the Concept Plan would also require additional flexibility to allow a reduced number of parking spaces and an increased amount of impervious surface. The Concept Plan shows parking at 1.51 spaces per unit versus the required 2.17 spaces per unit. Impervious surface is estimated at 42% compared to the 25% maximum allowed in the Shoreland Management Overlay District.

Using this historical and background information, the City Council is asked to consider and discuss the following questions specific to this topic. Again, those questions are:

1. Is the High-Density Residential (HDR) land use guidance appropriate for the site?
2. Is the City Council open to larger variances and/or PUD flexibility regarding density, parking and impervious surface?

Attached is a copy of the concept plan and the applicant's narrative. Please note that the applicant's narrative makes several assertions about the applicability of specific code provisions with which City staff and the City Attorney disagree.

FISCAL IMPACT

NA

RECOMMENDATION

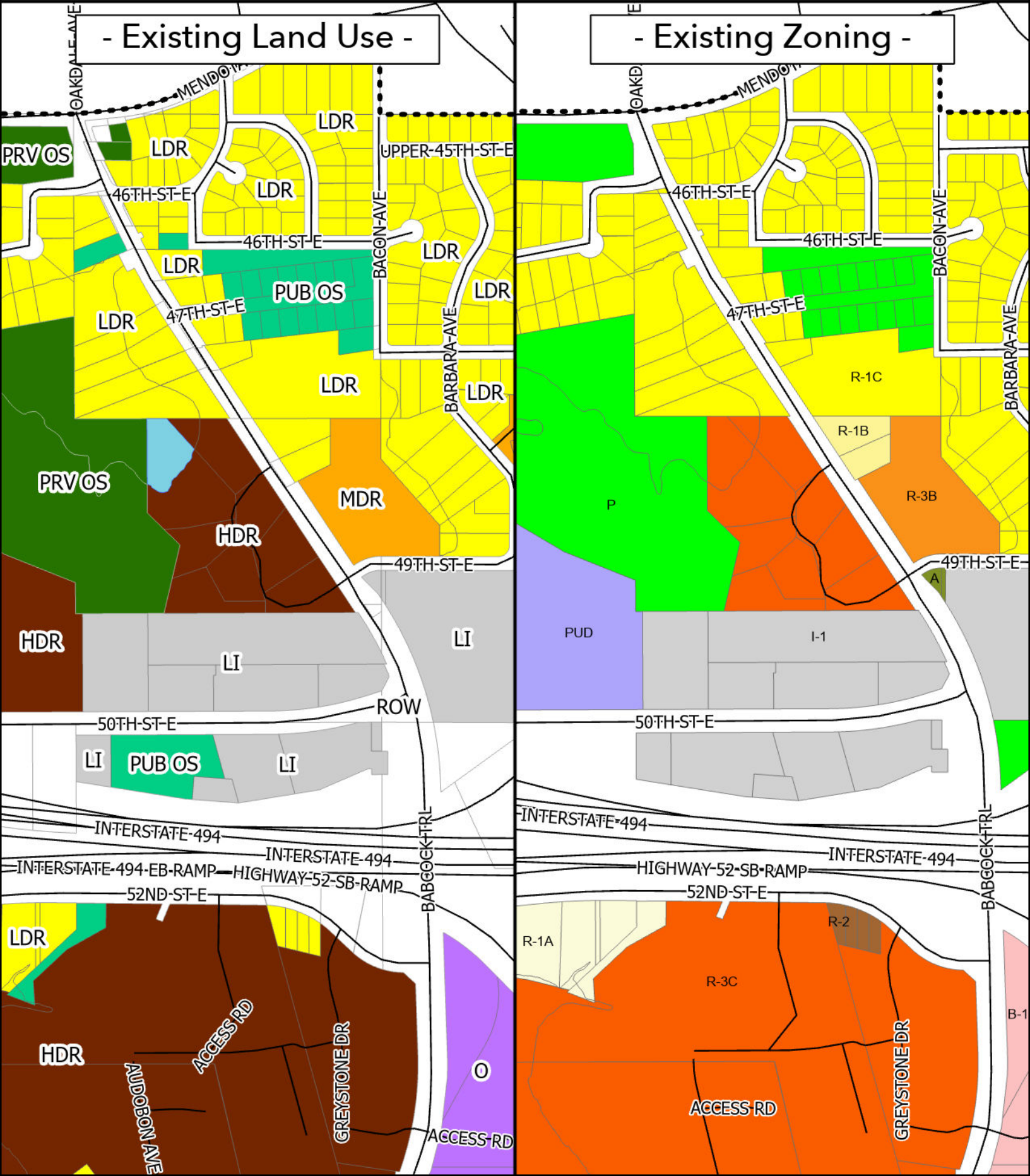
Staff seeks Council feedback on the Concept Plan, with a focus on the specific questions noted.

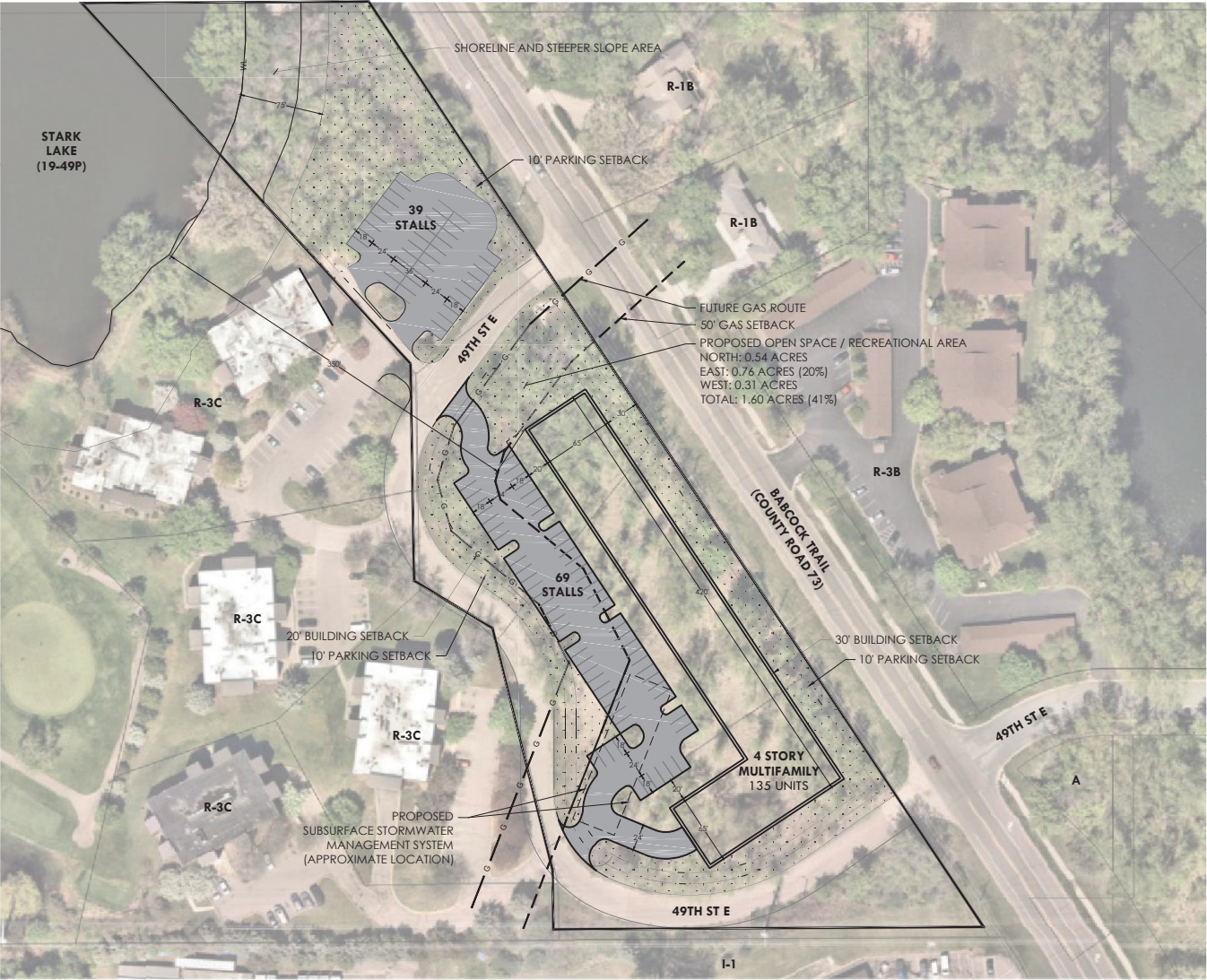
ATTACHMENTS

1. Land Use and Zoning Map
2. Concept Plan Exhibit_2025-04-15
3. Application Narrative 2025-04-17



Land Use and Zoning Map





LEGEND

PROPOSED	PROPERTY BOUNDARY
	SETBACK LINE
	RIGHT OF WAY LINE
	EASEMENT
	LIGHT DUTY BITUMINOUS PAVEMENT
	SIGNIFICANT TOPOGRAPHICAL OR PHYSICAL FEATURES
	PROPOSED OPEN / RECREATIONAL AREA

DEVELOPMENT SUMMARY

NAME OF OWNER/DEVELOPER:	IGH LAND LLC	
ADDRESS:	4805, 4845, 4875, & 4885 BABCOCK TRAIL	
ZONING INFORMATION	R-3C	
CURRENT SITE ZONING:	HIGH DENSITY RESIDENTIAL	
2040 GUIDED SITE ZONING:	MULTIFAMILY APARTMENT BUILDING (HIGH DENSITY RES.)	
PROPOSED CONCEPT USE:	PROJECT WOULD BE ONE PHASE (FALL 2025-FALL 2026)	
PROPOSED STAGING:		
SITE DATA	5.00 ACRES	
TOTAL SITE AREA:	2.22 ACRES (96,720 SF)	
IMPERVIOUS AREA (TOTAL):	0.75 ACRES (32,500 SF) = 14.9% < 20.0% MAX. PER R-3C	
PROPOSED BUILDING:	0.89 ACRES (38,920 SF)	
PROPOSED PARKING AREAS:	0.58 ACRES (25,300 SF)	
49TH ST. E (WITHIN PARCELS):	3.87 ACRES	
NET DEVELOPABLE AREA (N.D.A.):	5.00 ACRES	
TOTAL PARCEL AREA:	0.58 ACRES	
LESS:	0.55 ACRES	
49TH ST. E (WITHIN PARCELS):	1.00 ACRES	
AREA WITHIN 75' OF STARK LAKE OHW:		
MINIMUM LOT AREA (PER R-3C):		
IMPERVIOUS AREA MAX. (PER R-3C)	REQUIRED 40% (1.55 ACRES)	PROPOSED 42% (1.64 ACRES)
OPEN SPACE AREA:	0.77 ACRES (20% OF N.D.A.)	1.60 ACRES (41% OF N.D.A.)
DENSITY		
BASE (R-3C) DENSITY:	35 UPA MAX.	135 UNITS (34.9 UPA, PER N.D.A.)
2040 GUIDED DENSITY:	12-35 UPA	
PROPOSED PARKING (TOTAL):	293	204
ENCLOSED		96
EXTERIOR		108
PARKING RATIO:	2.17 / UNIT	1.51 / UNIT
PER R-3C:		
SETBACKS (BUILDING):		
FRONT:	30	
SIDE:	20	
REAR:	30	
PRIVATE ROAD:	20	
SETBACKS (PARKING):		
FRONT:	10	
SIDE:	10	
REAR:	10	
BUILDING:	10	
PROPOSED BUILDING:	135 UNITS	
	4 STORIES, ALLOWED BY CUP	
PROPOSED VARIANCES FROM ZONING:	IMPERVIOUS COVERAGE (42% V. 40%)	
	PARKING (2.17/UNIT PER R-3C, REQUESTING 1.5/UNIT)	

BABCOCK TRAIL MULTIFAMILY
SKETCH PLAN & SUMMARY
INVER GROVE HEIGHTS, MN
APRIL 15, 2025

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Project Narrative – Babcock Trail Multifamily

Proposal / Site Location

IGH Land, LLC is proposing an infill development of the parcels between 49th Street East and Babcock Trail totaling approximately 5.0-acres, located in the northwest corner of Inver Grove Heights, just south of Stark Lake. The proposed development will consist of a 135-unit, four-story apartment building with underground parking.

Site Location

The site is bordered by 49th Street East to the west, north, and south, and Babcock Trail (County Road 73) to the east. Immediate adjacent uses are the Southview Greens apartments and condos and golf course to the west, commercial/industrial businesses to the south, and predominantly single-family residential homes to the north and east across Babcock Trail.

Zoning and Land Use

The site is approximately 5.0-acres consisting of four parcels: 4805, 4845, 4875, and 4885 Babcock Trail. The present zoning is R-3C, Multiple Family Residential District, which is intended for and allows multifamily use by right. The property is guided for High Density Residential, which allows for 12-35 units per acre. 135 proposed units would comply under the 35 unit per acre density threshold.

The site also falls within the City's Shoreland Overlay District for its proximity to Stark Lake (which is classified as a Recreational Development Lake, 19-49P). Dimensional requirements of the Shoreland Overlay District call for 25% maximum impervious coverage, which may be increased by CUP with stormwater management, per City Code. This site is unable to maintain the guided density (high density residential) at 25% maximum impervious coverage so the underlying zoning (R-3C) impervious coverage parameter was used as the basis of this concept. The property is exempt from other major dimensional and density requirements of the Shoreland Overlay due to each of the following factors: (1) the platted lots were created prior to the date of enactment of the Shoreland Overlay ordinance and (2) the platted lots are not zoned for or currently used as a 1-to-4 unit residential lot.

Residential Unit Type

Residential unit type is likely a mixture of 1- and 2-bedroom apartments.

Phasing and Construction Schedule

It is anticipated that the project will commence construction late fall of 2025. Initial activities will include site clearing, installation of utilities and infrastructure, rough grading

and excavation, and then vertical construction. It is anticipated that the entire duration of construction will be approximately twelve (12) months.

Design Theme / Architectural Design

The project proposes to comply with Inver Grove Heights City Code which provides guidance as to the expected architectural standards. Specifically, exterior materials are planned to be durable and of high quality, consisting of masonry, glass, wood or other quality materials as deemed acceptable by the city. Landscaping will meet or exceed the code, and signage will comply with the sign ordinance for residential districts.

Site Design

The proposed access to the site would be from 49th Street East, as an additional access on to the county road (Babcock Trail) is likely not feasible. The use of low-slung berms and plantings along 49th Street East will screen the entrance drives from the adjacent apartment buildings. The project will also adhere to all landscaping requirements, to blend in with its surroundings and the existing neighborhood. Proposed stormwater management/storage system will be constructed subsurface within the site, located under the parking area in the southwest corner of the site. This system will serve the new apartment building and related parking, treating stormwater in an area that is currently released untreated prior to discharge downstream (to the municipal storm sewer in 49th Street East).

Open / Recreational Space

In addition to the site amenity areas, there are numerous opportunity areas within the building to provide recreation for its tenants. It is feasible for this proposed development to provide greater than 20% of the net developable area as a combination of both preserved open space area (portion of the north parcel adjacent Stark Lake) and recreational areas throughout the site.

Request for Council Action

SUBJECT: **Appointment of Planning Commissioner**

MEETING DATE: May 27, 2025

ITEM TYPE: Regular Business

CONTACT: Kris Wilson, City Administrator, 651.450.2511

ACTION REQUESTED

The Council is asked to make an appointment to fill the final available seat on the City's Planning Commission.

BACKGROUND

The City Council met on May 19 to interview applicants for appointment to the City's three advisory commissions - the Planning Commission, Environmental Advisory Commission and Parks & Recreation Advisory Commission. Following the interview process, appointments were made to all but one of the available seats. One seat on the Planning Commission was not filled on May 19 due to the lack of a motion and second that could gain majority approval. One member of Council was absent on May 19, leaving only four voting members.

As the Council is expected to have all five voting members present at the May 27 meeting, it is recommended that the Council try again to identify a motion and a second that can gain majority support for filling this final available seat on the Planning Commission. The individual appointed would serve a three-year term starting in June of 2025. The Council members present on May 19 had narrowed the field of applicants to three individuals: Connor Gosell, Trisha Presley and Randy Sampson. It is recommended that the Council appoint one of these individuals to the Planning Commission.

FISCAL IMPACT

NA

RECOMMENDATION

ATTACHMENTS

None