



NORTH BRANCH

—Minnesota—

**PLANNING COMMISSION
REGULAR AGENDA
TUESDAY, FEBRUARY 6, 2024
CITY HALL, 6408 ELM STREET, NORTH
BRANCH, MN 55056**

Ka Bao Jennrich
Chair

Jim Ibinger
Commissioner

Patrick Meacham
Commissioner

Gary Schaefer
Commissioner

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. AGENDA APPROVAL
 - a. Approve Agenda ACTION
5. CONSENT AGENDA
 - a. Approve Minutes of the Planning Commission - Regular Meeting - December 5, 2023 ACTION
 - b. Approve the 2024 Planning Commission Meeting Calendar ACTION
 - c. Accept 2023 Year-End Building Activity Report INFO
6. OPEN FORUM
7. GENERAL BUSINESS
 - a. Elect Planning Commission Chair and Vice Chair for 2024 ACTION
8. PUBLIC HEARING ITEMS
 - a. Public Hearing to Consider Preliminary Plat Approval for Parsons Family Plat ACTION
 - b. Public Hearing to Consider Preliminary Plat Approval for Happy Acres 2nd Addition ACTION
 - c. Public Hearing to Consider Preliminary Plat Approval for Carchedi Commons 2nd Addition ACTION
9. NEXT MEETING - WEDNESDAY, MARCH 6, 2024 @ 7:00 PM
10. ADJOURN REGULAR MEETING
11. CALL SPECIAL MEETING TO ORDER

12. PLANNING COMMISSION CANDIDATE INTERVIEW

- a. Interview Candidate for Planning Commission

ACTION

13. ADJOURN SPECIAL MEETING



Prepared By:
Presenter:
Date: 02/01/2024

Board & Commission: Planning Commission

Subject: Approve Minutes of the Planning Commission - Regular Meeting - December 5, 2023

Voting Requirements:

Voting Options Simple Majority



NORTH BRANCH

Minnesota

PLANNING COMMISSION

REGULAR MEETING MINUTES

TUESDAY, DECEMBER 5, 2023 – 6:30 PM

CITY HALL, 6408 ELM STREET, NORTH BRANCH, MN 55056

Jim Ibinger
Commissioner

Ka Bao Jennrich
Chair

Gary Schaefer
Commissioner

MINUTES OF THE PROCEEDINGS OF THE PLANNING COMMISSION OF THE CITY OF NORTH BRANCH IN THE COUNTY OF CHISAGO AND IN THE STATE OF MINNESOTA

REGULAR MEETING

TUESDAY, DECEMBER 5, 2023

CALL TO ORDER:

The Planning Commission met in Regular Session and Chair Ka Bao Jennrich called the meeting to order at 6:32 PM.

Chair Jennrich called the Regular Meeting to order at 6:32 p.m.

PLEDGE OF ALLEGIANCE:

ROLL CALL:

Attendee Name	Title	Status	Arrived
Jim Ibinger	Commissioner	Present	
Ka Bao Jennrich	Chair	Present	
Gary Schaefer	Commissioner	Present	

Present: Chair Ka Bao Jennrich and Commissioners Jim Ibinger and Gary Schaefer, and Community Development Director Jason Ziemer.

ADOPT AGENDA:

Commissioner Ibinger moved and Commissioner Schafer seconded the motion to adopt the agenda. Motion passed 3-0.

MINUTES:

1. Planning Commission - Regular Meeting - Nov 8, 2023 6:30 PM

Commissioner Schaefer moved and Commissioner Ibinger seconded the motion to approve the Meeting Minutes from the November 8, 2023 meeting. Motion passed 3-0.

RESULT:	ACCEPTED
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OPEN FORUM:

There were no visitors for Open Forum.

PUBLIC HEARING ITEMS:

a. Public Hearing to Consider a Request to Amend the Comprehensive Plan and Rezone Related Properties

Community Development Director Ziemer reviewed a request from Larry Beach, Larry Beach Construction (Applicant) regarding a proposed amendment to the City's 2018 Comprehensive Plan and amendment to the City's zoning map, impacting land owned by the Applicant. The request, if approved, would re-guide land owned by the Applicant from Low Density Residential to Rural Residential and remove the land from the City's Municipal Urban Services Area (MUSA), and rezone that land from R1 - Single-Family Residential to RR - Rural Residential. Ziemer noted Mr. Beach had also asked for land commercially guided and zoned to be removed from the MUSA; no change in the commercial guiding or zoning designations was requested. Ziemer noted Mr. Beach was specifically interested in the changes affecting the land guided and zoned for residential, which could allow him to continue his previous rural residential type of development he had done previously in the area.

Ziemer reviewed past and current development policy, specifically City planned growth and utility extensions into this area dating back to as early as the 1995 Comprehensive Plan to today, including all Comprehensive Plans and zoning since and the 2004 Comprehensive Sewer Plan. He also pointed out inconsistencies between the previous comprehensive plan land use map and zoning maps, notably urban residential density requirements and rural residential zoning. In other words, although inconsistencies existed, any development proposed would need to meet the urban residential density requirements. The rural residential developments previously completed by Mr. Beach included Sunrise Bluffs in 2014 and Sunrise Bluffs 2nd Addition in 2017. Ziemer noted the 2nd Addition development had been permitted to move forward despite that land having had an urban residential development guiding at 3 to 6 units per acre and within the MUSA. That approval was done without any Comprehensive Plan amendment and rezoning of that property, which should have been required. Ziemer reviewed the concept plan for Sunrise Bluffs 3rd Addition. In order to proceed, Mr. Beach had requested the necessary amendments and rezoning.

Ziemer reviewed staff's analysis of the request, noting concerns surrounding precedence, downzoning and "spot" zoning, the City has significant land where rural residential can occur and impaired Sunrise River. He noted the financial impacts were the more significant concern. The City's past investments and financial management plan for capital projects are based on urban development and at the density as shown on the land use plan map. Without that development the cost for operating and maintaining existing systems, and building new, will be more costly to the existing property owners, meaning those owners would pay a greater share of expenses through property taxes and utility rates because of the loss of development revenue and development not paying for its share and impacts onto a system. He said the development concept plan shown by Mr. Beach would still pay some park dedication fees, but less than an urban subdivision. Ziemer stated if the proposed change was approved the City would need to fill the gap by determining what land would be brought into the MUSA.

Ziemer concluded by noting the request to continue the similar development pattern of the initial two Sunrise Bluffs subdivisions makes sense, but he said the impact, and financial impact, to the City was significant. For that reason and other concerns cited, he recommended denial of the application to amend the Comprehensive Plan and rezone the properties and also remove them from the MUSA.

Commissioner Schaefer inquired about the existing zoning in relation to the existing uses. Ziemer noted the existing homes would be considered legal, non-conforming based on the current Low Density Residential guiding and R1 - Single-Family Residential zoning. He added that city zoning focuses on minimums, so the home sites would comply with lot standards for R1.

Chair Jennrich asked about the financial impacts and if staff was recommending looking at other areas that are rural residential and making those urban residential. Ziemer noted the City is not obligated to do so, but the City's financial management plan, including repayment of debt, etc., is based on the current density at the minimum number of units in an area as approved with the 2018 Comprehensive Plan. He said the financial modeling is based on the existing number of units and future minimum number of units within the MUSA.

Commissioner Ibinger confirmed if the City was losing 104 units the City would need to find land for that loss. Ziemer stated beyond that issue, he asked why the City would create a hole in its urban services boundary, which creates additional issues of being able to cost-effectively extend utilities into and past areas not served. Part of the development cost is the cost of utilities and with fewer sites sharing in that expense increases the cost of land and development and the price of a home.

Pamela Watters, Team Watters / REMAX Results, recapped the previous Sunrise Bluffs developments. She noted the requirement of an urban subdivision between the two previous developments was not consistent with the previous development patterns. She stated it would make sense for all of the land owned by Mr. Beach to be removed,

including the previous two subdivisions. Ms. Watters noted all of the lots were previously zoned as Rural Residential.

Larry Beach, Applicant, noted the City requires how a development impacts adjacent land such using ghost plats. He asked to what the cost impact would there be on other developments if he only constructed 30-some units without city utilities. Ziemer noted the cost burden would be for an adjacent development to have to bear the cost of extending utilities all the way from the beginning to the development area, and reviewed how utilities would be extended from Flink Avenue along 392nd Street. He noted when Sunrise Bluffs 2nd Addition was built, it would have pulled the utilities from Point A to Point B and then the next development pays from the next point to point; any new development would have to pay for the extension from Point A all the way across and bypassing properties that would have had to connect. Mr. Beach noted there was no reason to put in utilities along 392nd Street. Ziemer noted he was explaining the concept based on the development as it is proposed today in relation to City plans. Mr. Beach did not see any financial burden.

Chair Jennrich asked as to why Mr. Beach does not to pay to put in utilities or if it was purely an aesthetic issue. Mr. Beach noted it was both, noting he was not interested in paying to extend utilities for what he saw as just serving his property, and he was not interested in adding density and affect the aesthetics of the neighborhood to cover that expense. He felt existing residents did not want to live next to a more dense residential neighborhood, and he felt the community needed the types of lots he was proposing.

Commissioner Schaefer felt the water and sewer were not unobtainable to service the development. He noted if the City loses that area from the services area then the City loses revenue, which was analyzed and demonstrated as the area the City needs to provide for the upgrades in the wastewater and water and make it a viable and affordable community. He also noted the other factors mentioned, including precedence. He understood the point raised by Mr. Beach of wanting to continuing the previous development pattern.

Mr. Beach said if the City requires him to do an urban development then he would not do the development. Ziemer noted Mr. Beach could do a mixed residential development with larger, 1.0 acre lots and smaller lots and provided the development meets density he could proceed. Mr. Beach said the cost to him and a developer is to pay to put the utilities, not the City, and the only way he gets paid back is with more units. Chair Jennrich clarified the number of units, based on the minimum density, is 104 unit. Ziemer noted it was an estimate based on the existing area that could be developed.

Chair Jennrich opened the public hearing at 7:06 p.m.

Jake Kovarik, 39090 Everett Avenue, felt certain land to the north was not developable and would not need utilities. He asked the Planning Commission to allow the proposed development to be completed as is similar to the previous developments. He felt doing so would help keep some of the small town environment in North Branch.

Steve Cich, 5369 391st Street, echoed the development supports the small town community ideal and there was plenty of more urban development coming to the City. He stated he wanted to see less urban development in the community.

Chair Jennrich asked if there was an option to meet in the middle re: density requirements, noting she could do a certain number of homes at larger lots and make up the difference with more dense product. Mr. Beach noted it was proposed two years prior. Ziemer noted Mr. Beach would have options to work through different concept designs to do as noted. But, he noted the item before the Commission was the request to re-guide the land and remove from the MUSA and rezone the land.

Kurt Roettjer, 5303 391st Street, agreed the development to continue so as there to be continuity.

Julie Cich, 5369 391st Street, stated all City staff talk about the utilities and not other impacts, such as impacts to the road with 104 units and hiring more police officers, and encouraged the City to keep the way it is.

Tamyra Roettjer, 5303 391st Street, noted she moved into Sunrise Bluffs 2nd Addition because she could keep her well and septic and live in a more rural area, and had contemplated about moving elsewhere until she found the development. She encouraged the Commission to recommend approval of the request and keep the area as was previous developed.

Cody Good, 39178 Everett Avenue, repeated North Branch and the home he found in North Branch in the Sunrise Bluffs development fit what he was seeking. He noted the City was not making any money off of a bean field versus the land developing as what is proposed. Commissioner Schaefer noted the lot can develop with water and sewer. Mr. Good asked as if city utilities were installed, would he need to connect to city utilities. Ziemer noted it may or may not be required as it would depend. He clarified if it failed he could be required to hook up, but would need to review further.

Ziemer understood personal perspective and concerns cited. He stated any changes to the MUSA is a financial impact and the cost of providing services, but noted he was agreed the logic of the development, but such a change is not just that simple.

Chair Jennrich closed the public hearing at 8:31 p.m.

Commissioner Schaefer noted the City Council and City staff should consider what other areas may come forward and make the same ask; he felt there was another possible area. Chair Jennrich noted she wanted to see a compromise. Ziemer noted that was not an option because policy requires two units per net acre minimum, and the request from the applicant was to remove and re-guide a few of the properties. He noted the Commission can take action, or can deliberate and request more information, but cannot go in a direction not allowed for by policy. He stated the landowner is obligated to follow policy

- density requirements and to connect to utilities - or make a request for a change, which he has done as was presented.

Commissioner Schaefer noted he was in favor of removing only the land necessary to support the proposed development for Sunrise Bluff 3rd Addition, but not more than that. He was also not in support of removing any of the land currently guided and zoned commercial. Chair Jennrich echoed the support. Schaefer noted there was logic to remove it and re-guide. He said he was concerned about the potential of other requests but the City would need to deal with those at that time. Mr. Beach noted he was supportive of that motion.

Commissioner Schaefer moved and Chair Jennrich seconded the motion to recommend to the City Council removal from the MUSA all of the parcel with PID 11.00390.00 and that portion of parcel with PID 11.00392.00 as necessary for the development and to re-guide said properties from Low Density Residential to Rural Residential and re-zone said properties from R1 - Single Family Residential to RR - Rural Residential, and to deny the request to remove from the MUSA and re-guiding and rezoning of those parcels with PIDs 11.00393.00 and 11.00410.00 and the remaining portion of the parcel with PID 11.00392.00 not needed for the proposed development. Motioned passed 3-0.

NON-PUBLIC HEARING ITEMS:

NEXT MEETING - TUESDAY, FEBRUARY 6, 2023:

ADJOURN:

Commissioner Ibinger moved and Commissioner Schaefer seconded the motion to adjourn the Regular Meeting. Motion passed 3-0. The Regular Meeting adjourned at 8:53 p.m.

:

CALL SPECIAL MEETING TO ORDER:

Chair Jennrich called the special meeting to order at 8:53 p.m.

PLANNING COMMISSION CANDIDATE INTERVIEW:

1. Interview

Commissioners interviewed Patrick Meacham for an open Planning Commission seat.

Commissioner Schaefer moved and Chair Jennrich seconded the motion to recommended to the City Council the appointment of Patrick Meacham to the Planning Commission. Motion passed 3-0.

RESULT:	ADOPTED [UNANIMOUS]
AYES:	Ibinger, Jennrich, Schaefer

ADJOURN:

Chair Jennrich moved and Commissioner Ibinger seconded the motion to adjourn the Special Meeting. Motion passed 3-0. The Special Meeting of the Planning Commission adjourned at 9:09 p.m.

The meeting was adjourned at 8:53 PM.



Prepared By:
Presenter:
Date: 02/01/2024

Board & Commission: Planning Commission

Subject: Approve the 2024 Planning Commission Meeting Calendar

Overview / Background

Per City Code, regular meetings of the Planning Commission shall take place on the second Tuesday of each month at 6:30 a.m., or at such dates and times as determined by the Planning Commission. As 2024 an election year there are certain election dates that conflict with the typical Commission meeting schedule. Those months include: March (Presidential Primary) and November (General Election). The 2024 meeting dates are as follows. All meeting times are at 6:30 p.m., except March 6 which is at 7 p.m. due to another conflict that night.

January	
February	6
March / 7 pm	6*
April	2
May	7
June	4

July	2
August	6
September	3
October	1
November	6*
December	3

**** Denotes Wednesday meetings***

Staff Recommendation

Staff recommend formal adoption of the 2024 meeting calendar.

Recommended Planning Commission Action

Motion to set the 2024 Planning Commission meeting calendar.

Voting Requirements:

Voting Options **Simple Majority**



Prepared By:
Jason Ziemer, Community Development Director
Presenter: Jason Ziemer, Community Development Director
Date: 02/01/2024

Board & Commission: Planning Commission

Subject: Accept 2023 Year-End Building Activity Report

Overview / Background

The Building Inspections Department provided the year-end building activity report for Fiscal Year 2023.

Staff Recommendation

Staff recommend receipt of the 2023 year-end building activity report.

Recommended Planning Commission Action

None.

Voting Requirements:

No action required; information only.

2023 Building Activity Report

Month	New SFD House/Att. Garage		Detached Accessory Structures		Other Building Permits		Additions		Other Permits		New Commercial		Other Commercial	
	#	Value	#	Value	#	Value	#	Value	#	Value	#	Value	#	Value
January	1	185,111	0	-	6	124,419	0	-	12	46,145	0	-	7	\$179,740.00
February	2	311,785	0	-	5	64,121	0	-	17	28,202	0	-	1	\$7,845.00
March	6	1,001,330	0	-	15	236,070	0	-	20	209,055	0	-	2	\$53,600.00
April	8	1,343,708	1	32,000	22	316,859	0	-	40	134,162	0	-	2	\$66,000.00
May	7	987,049	5	123,004	23	368,682	0	-	52	314,458	2	978,689	5	\$150,800.00
June	19	2,588,668	4	96,808	56	865,359	0	-	61	238,536	2	1,646,638	4	\$1,414,952.00
July	8	1,281,663	4	72,000	58	767,471	1	36,000	39	151,319	0	-	8	\$108,533.00
August	22	3,317,519	1	9,216	57	976,110	0	-	44	320,056	0	-	7	\$764,000.00
September	16	2,941,549	4	83,392	64	991,999	0	-	61	584,202	0	-	4	\$135,443.00
October	3	457,290	2	30,016	68	1,233,595	2	50,710	38	279,239	1	465,000	5	\$139,800.00
November	2	545,576	1	15,323	22	570,626	1	114,000	46	424,692	0	-	8	\$395,682.00
December	4	605,200	1	36,288	23	460,558	0	-	18	156,504	0	-	6	\$354,018.00
SUBTOTAL	98	\$15,566,448	23	\$498,047	419	\$6,975,869	4	\$200,710	448	\$2,886,570	5	\$3,090,327	59	\$3,770,413.00

Total permits Issued For Year = **1,056**
Total Value of All Permits Issued For Year = **\$32,988,384**

Other building permits include: roofing, siding, decks and other building alterations.

Other permits include: plumbing, mechanical, septic, fences, pools and detached accessory structures under 200 sq. ft.

Month	Total Number of Inspections
January	167
February	173
March	231
April	248
May	388
June	458
July	554
August	639
September	489
October	510
November	367
December	265
Total Inspection for Year	= 4489

YEAR	Home Starts	1st QTR	2nd QTR	3rd QTR	4th QTR	INSPECTIONS
2005	90	10	34	33	13	
2006	29	8	10	7	4	
2007	27	3	9	13	2	
2008	8	1	3	3	1	
2009	5	0	2	1	2	
2010	2	2	0	0	0	
2011	5	0	2	1	2	
2012	31	1	8	12	10	
2013	41	5	13	12	11	
2014	36	5	11	15	5	
2015	45	7	6	14	18	
2016	50	8	16	14	18	4489
2017	42	6	14	13	9	1999
2018	73	10	24	24	15	2581
2019	49	6	17	8	18	2510
2020	113	4	36	47	26	3486
2021	102	32	27	33	10	3577
2022	64	4	22	30	8	3304
2023	98	9	34	46	9	4489



Prepared By:
Jason Ziemer, Community Development Director
Presenter: Jason Ziemer, Community Development Director
Date: 02/01/2024

Board & Commission: Planning Commission

Subject: Elect Planning Commission Chair and Vice Chair for 2024

Overview / Background

City Code requires the Planning Commission to appoint a Chair and Vice Chair at its first meeting of the year. Ka Bao Jennrish was the Chair and Gary Schaefer the Vice Chair this past year.

Staff Recommendation

Appoint a Chair and Vice Chair for 2024.

Recommended Planning Commission Action

Motion to appoint a Chair and Vice Chair for 2024.

Voting Requirements:

Voting Options Simple Majority



Prepared By:
Jason Ziemer, Community Development Director
Presenter: Jason Ziemer, Community Development Director
Date: 02/01/2024

Board & Commission: Planning Commission

Subject: Public Hearing to Consider Preliminary Plat Approval for Parsons Family Plat

Overview / Background

The Keith Parsons (Owner) is requesting Preliminary Plat approval for Parsons Family plat (Plat). The Plat proposes to combine and re-subdivide the two (2) existing lots, totaling 2.22 acres, at 6407 376th Street (Subject Property). The purpose of the Plat is to effectively adjust the lot line between the two (2) lots. On February 28, 2023, the City Council approved a Simple Lot Subdivision – Lot Line Adjustment for the same Subject Property. However, Chisago County rejected the lot reconfiguration, noting the existing metes and bounds legal description of the smaller, remnant parcel and Lot/Block legal description of the larger parcel prevented a simple lot line adjustment. Thus, the Owner has resubmitted the combination by Plat, as is required by the County.

Reconfiguring the Subject Property by Plat is a cleaner process. For example: public rights of way and drainage and utility easement areas are able to be dedicated via plat vs. under separate easement agreement recorded against the property. It also requires the Owner and City to ensure clean title, and clear lots free of any other legal encumbrances.

Issue(s) to Consider

- 1. Land Use and Zoning**
- 2. Plat Standards**
- 3. Accessory Uses**
- 4. Easements**

Analysis of Issue(s)

1. Land Use & Zoning

The Subject Property is currently guided Low Density Residential, per the Comprehensive Plan, and zoned R-1 – Single-Family Residential. The Applicant is proposing no net change in the number of lots.

Land Use and Zoning standards are satisfied.

2. Plat Standards

As described above, the Owner is proposing to adjust the size of both properties owned by him. In summary, the Plat is effectively creating a new lot boundary between the two (2) lots, resulting in an increase in the size of Lot 1 and decrease in Lot 2. For R-1 zoning, minimum lot dimensional standards include the following minimum requirements:

Type	Lot Standards			Setbacks				
	Area	Width	Depth	Front	Side	Corner	Rear-I	Rear-C
Single Family	12,000 sf	80 ft	100 ft	30 ft	6 ft	30 ft	30 ft	15 ft

Rear-I and Rear-C mean rear yard setbacks for interior and corner lots.

The lot dimensions proposed by the Plat are the same as was previously approved in February 2023. The Plat proposed the following:

Property	Pre-Division			Post-Division		
	Area	Width	Depth	Area	Width	Depth
Lot 1	15,042 sf	150.1 ft	128.89 ft	29,960 sf	150.1 ft	199.81 ft
Lot 2	81,671 sf	331.6 ft	200.46 ft	66,753 sf	331.6 ft	199.99 ft

The Plat also shows all minimum setbacks as required by City Code.

Minimum lot dimensional standards are satisfied.

3. Accessory Uses

City Code Section §66-898(a)(3) only permits accessory buildings with the presence of a primary building (residence) located on the same property. Lot 1 includes an existing 1,219-square foot accessory structure; there is no primary residence. That structure is also located in the front yard of the parcel, adjacent to 376th Street; City Code §66-898(b) only allows placement of structures in the front yard on lots zoned

RR – Rural Residential or AG – Agriculture and five (5) acres or larger. The change in lot size would result in the accessory structure conforming to maximum structure size for a lot greater than one-half acre but less than one (1) acre (buildable) [§66-898(g)(1)].

Because the structure does not comply with accessory use and placement standards, the City is, technically, unable to approve the Plat due to those non-conformities. That said, the plat for Oak Knoll 2nd Addition was approved in 1975; the accessory structure on Lot 1 and home/accessory structure on Lot 2 were constructed sometime thereafter. It is unknown whether the accessory structure on Lot 1 was built according to zoning standards at that time. Staff cannot clearly identify the structure as legal, non-conforming. Regardless of its status, the structure must satisfy City Code today, meaning it cannot be altered and/or expanded; routine maintenance of the existing structure is permitted. City Code §66-133 allows the City to allow non-conforming buildings to continue with restrictions. Thus, approval of the Plat shall bear conditions related to the accessory structure on Lot 1.

4. Easements

The approved the Oak Knoll 2nd Addition plat in 1975 did not include typical lot line drainage and utility easements. The Plat proposes to provide all drainage and utility easements as is required today.

Minimum easements requirements are satisfied.

Staff Recommendation

City staff recommend approval of the Preliminary Plat for Parsons Family with conditions as noted.

Recommended Planning Commission Action

Motion to approve a resolution, approving the Preliminary Plat request for Parsons Family with conditions typical to plat approvals and the following additional conditions:

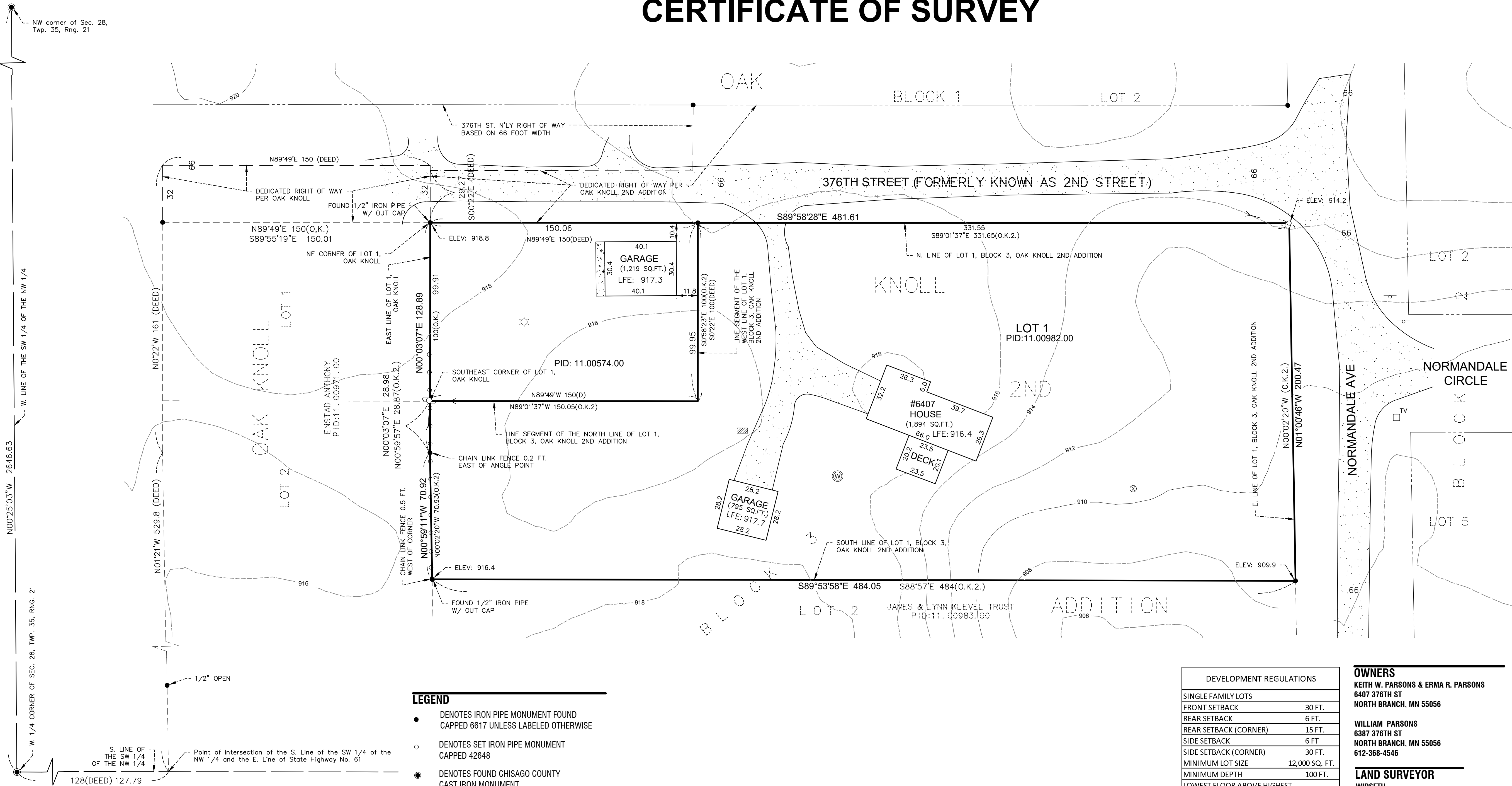
- 1. The Owner may use and maintain the existing accessory structure on Lot 1, Block 1 of said Plat, but may not move, alter and/or enlarge said structure, except by which a change lessens the non-conformity and/or brings the non-conforming use into conforming status, including, but not limited to the construction of a residential home. Such changes must be approved by the City.**
- 2. The accessory structure and Lot 1 may only be used for uses typically associated with a residential lot zoned R-1 – Single-Family Residential. The accessory structure and/or Parcel A may not be leased and/or sold for commercial uses.**

- 3. Any new residential home constructed on Lot 1, Block 1 of said Plat shall connect to municipal water and sanitary sewer services, except if municipal utilities are not available as defined by City Code §58-76, at which time well and septic may be acceptable provided the property can satisfy all minimum standards for such private utilities as may be required by City Code and subject to City approval.**

Voting Requirements:

Voting Options Simple Majority

CERTIFICATE OF SURVEY



LEGEND

- DENOTES IRON PIPE MONUMENT FOUND CAPPED 6617 UNLESS LABELED OTHERWISE
- DENOTES SET IRON PIPE MONUMENT CAPPED 42648
- DENOTES FOUND CHISAGO COUNTY CAST IRON MONUMENT
- ⊙ WATER WELL
- ▨ ELEC TRANSFORMER BOX
- ⊗ SANITARY CLEANOUT
- ⋈ GUY ANCHOR
- ⊖ ELEC POLE
- ⊛ ELEC LIGHT POLE
- (O.K.) DENOTES OAKHILL DIMENSION
- (O.K.2.) DENOTES OAKHILL 2ND ADDITION DIMENSION

- CHAIN LINK FENCE
- BUILDING SETBACK LINE
- EASEMENT LINE
- - - PLAT LINE
- ___ LOT LINE
- ___ RIGHT-OF-WAY LINE

- CONCRETE SURFACE
- GRAVEL SURFACE

SURVEY NOTES:

- Orientation of this bearing system is based on the Chisago County Coordinate System NAD83 (1986 adj.)
- Property Address: 6407 376th Street, North Branch, Minnesota, 55056. PID No. 11.00982.00 and 11.00574.00
- Contours shown are LiDAR derived on the NAVD88 datum provided by MnDNR
- The subject property lies within Zone X, areas determined to be outside the 0.2% annual chance floodplain per FEMA Flood Insurance Rate Map No. 27025C0250D, Community Panel No. 270682, effective date 4/17/2012.
- Adjacent parcel information per Chisago County GIS parcel map.
- A wetland delineation has not been done on the subject property.

DEVELOPMENT REGULATIONS	
SINGLE FAMILY LOTS	
FRONT SETBACK	30 FT.
REAR SETBACK	6 FT.
REAR SETBACK (CORNER)	15 FT.
SIDE SETBACK	6 FT.
SIDE SETBACK (CORNER)	30 FT.
MINIMUM LOT SIZE	12,000 SQ. FT.
MINIMUM DEPTH	100 FT.
LOWEST FLOOR ABOVE HIGHEST KNOWN GROUNDWATER LEVEL	3
LOWEST FLOOR ELEVATION ABOVE 100-YEAR FLOOD ELEVATION	2

OWNERS

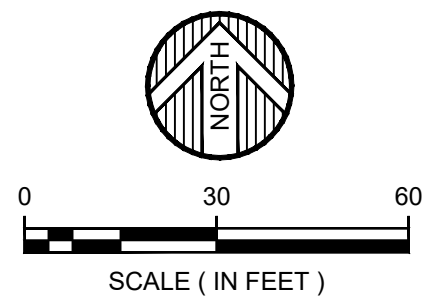
KEITH W. PARSONS & ERMA R. PARSONS
6407 376TH ST
NORTH BRANCH, MN 55056

WILLIAM PARSONS

6387 376TH ST
NORTH BRANCH, MN 55056
612-368-4546

LAND SURVEYOR

WIDSETH
KELLY JORDAN
5368 266TH STREET
WYOMING, MN 55092
PHONE (651)464-3130



EXISTING PROPERTY DESCRIPTIONS:

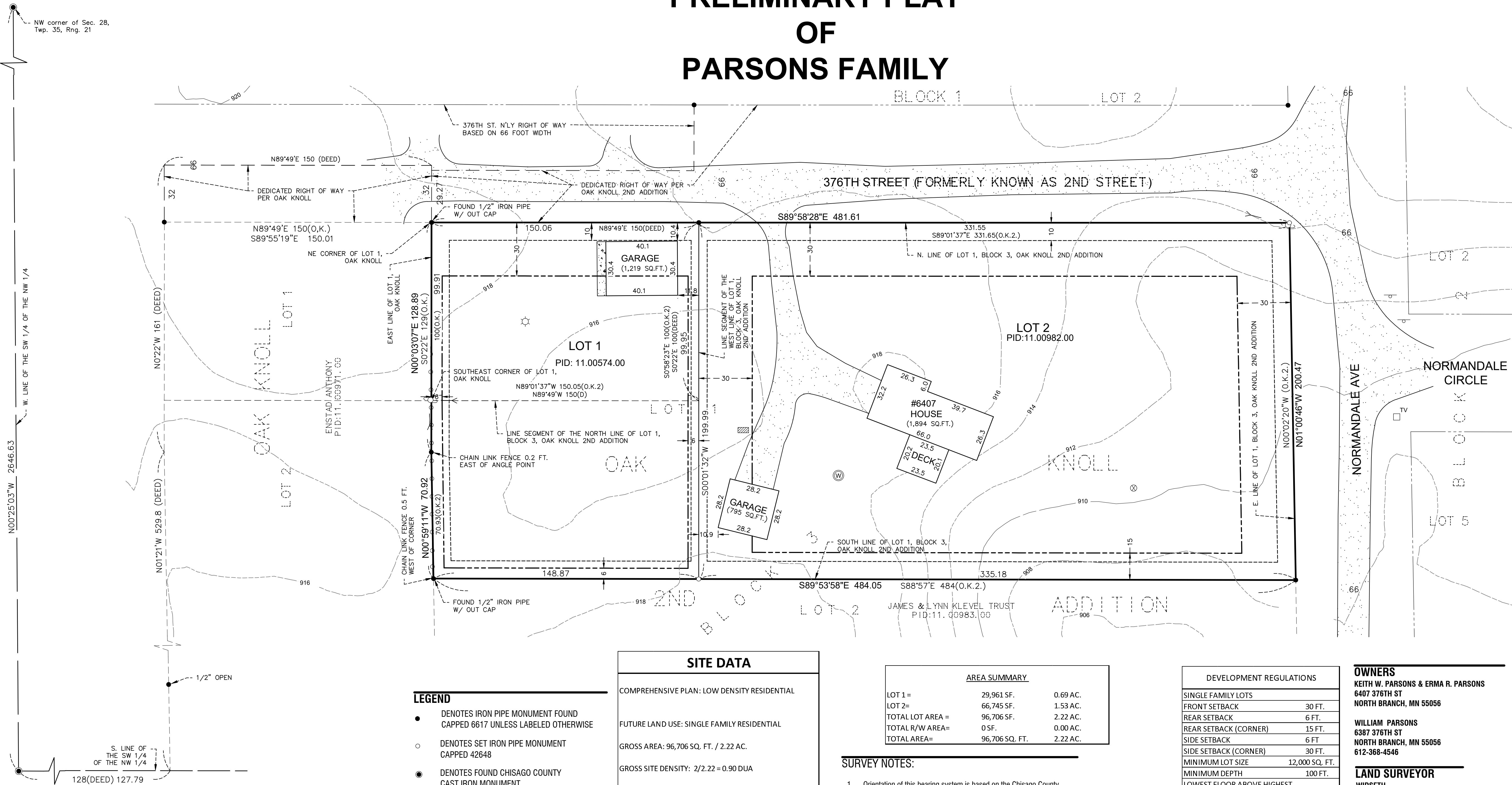
Warranty Deed Doc. No. A-641233) Lot 1 (PID: 11.00982.00) - 81,671 SQ. FT. OR 1.87 ACRES
Lot 1, Block 3, of Oak Knoll 2nd Addition, Chisago County, Minnesota.

(Warranty Deed Doc. No. A-569471) Lot 2 (PID: 11.00574.00) - 15,035 SQ. FT. OR 0.35 ACRES
That part of the Southwest Quarter of the Northwest Quarter (SW 1/4 of NW 1/4) of Section Twenty-eight (28), Township Thirty-five (35), Range Twenty-one (21), Chisago County, Minnesota described as follows, to-wit:

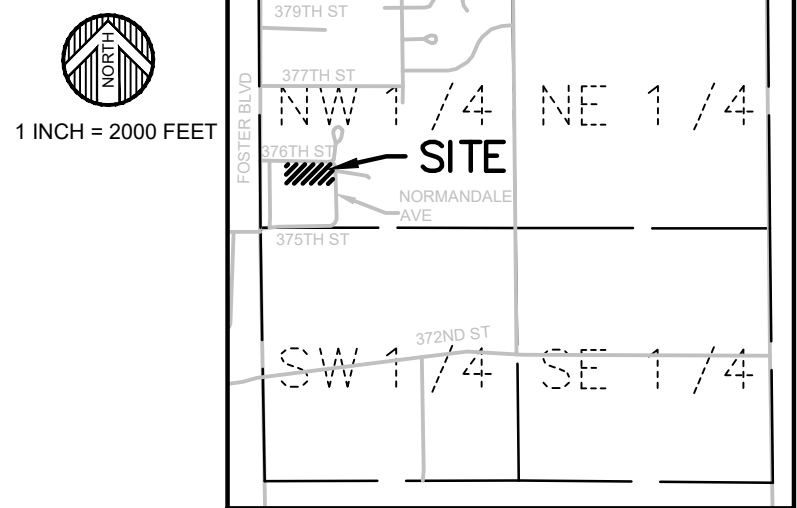
Beginning at the intersection of the South line of said tract and the East line of State Highway No. 61 as now established, said point being 128 feet East of the Southwest corner of said tract, as per State Highway map thereof, thence North 1 degree 21 minutes West, parallel to said Highway center line of 529.8 feet; thence North 0 degrees 22 minutes West, continuing parallel to said Highway centerline for 161 feet; thence North 89 degrees 49 minutes East for 150 feet; thence South 0 degrees 22 minutes East to the Northeast corner of Lot One (1) in Oak Knoll, Branch Township, Chisago county, Minnesota, according to the plat thereof on file and of record in the Office of the Register of Deeds in and for said County, which is the point of beginning of the tract herein described; thence running North 89 degrees 49 minutes East for 150 feet; thence running south 0 degrees 22 minutes East for 100 feet; thence running North 89 degrees 49 minutes West for 150 feet; to the Southeast corner of said Lot One (1) in Oak Knoll; thence running Northerly along the easterly line of said Lot One (1) in Oak Knoll for 100 feet to the point of beginning.

DATE:	January 2024	DATE		AMENDMENTS		BY	PREPARED FOR: BILLY PARSONS
SCALE:	AS SHOWN						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.
DRAWN BY:	JAS						<i>Kelly Jordan</i>
CHECKED BY:	KLJ						KELLY JORDAN
FILE NUMBER:	2023-11198						DATE: 01/03/2024 - LIC. NO. 42648

PRELIMINARY PLAT
OF
PARSONS FAMILY



VICINITY MAP
SEC. 28, T35, R.21
City of North Branch
Chisago County, Minnesota



LEGEND

- DENOTES IRON PIPE MONUMENT FOUND CAPPED 6617 UNLESS LABELED OTHERWISE
- DENOTES SET IRON PIPE MONUMENT CAPPED 42648
- DENOTES FOUND CHISAGO COUNTY CAST IRON MONUMENT
- ⊙ WATER WELL
- ▨ ELEC TRANSFORMER BOX
- ⊗ SANITARY CLEANOUT
- ⋈ GUY ANCHOR
- ⊙ ELEC POLE
- ⊙ ELEC LIGHT POLE
- (O.K.) DENOTES OAKHILL DIMENSION
- (O.K.2.) DENOTES OAKHILL 2ND ADDITION DIMENSION

- CHAIN LINK FENCE
- - - BUILDING SETBACK LINE
- - - EASEMENT LINE
- - - PLAT LINE
- - - LOT LINE
- - - RIGHT-OF-WAY LINE

- CONCRETE SURFACE
- GRAVEL SURFACE

SITE DATA

COMPREHENSIVE PLAN: LOW DENSITY RESIDENTIAL

FUTURE LAND USE: SINGLE FAMILY RESIDENTIAL

GROSS AREA: 96,706 SQ. FT. / 2.22 AC.

GROSS SITE DENSITY: 2/2.22 = 0.90 DUA

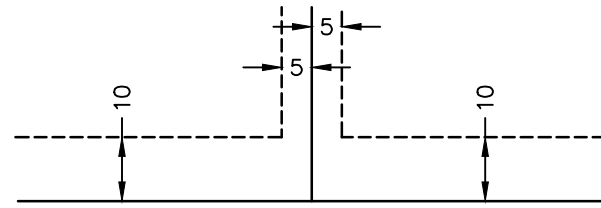
PROPOSED ROW: 0.0 SQ. FT. / 0.0 AC.

PROPOSED NEW EASEMENTS: 14,881 SQ. FT. / 0.34 AC.

NET AREA: 96,706 SQ. FT. / 2.22AC.

NET SITE DENSITY: 2/2.22 AC. = 0.90 DUA

DRAINAGE AND UTILITY EASEMENTS
ARE SHOWN THUS:



BEING 10 FEET IN WIDTH AND ADJOINING
RIGHT OF WAY LINES, ALSO BEING 5
FEET IN WIDTH AND ADJOINING LOT
LINES, UNLESS OTHERWISE INDICATED, AS
SHOWN ON THE PLAT.

AREA SUMMARY

LOT 1=	29,961 SF.	0.69 AC.
LOT 2=	66,745 SF.	1.53 AC.
TOTAL LOT AREA =	96,706 SF.	2.22 AC.
TOTAL R/W AREA=	0 SF.	0.00 AC.
TOTAL AREA=	96,706 SQ. FT.	2.22 AC.

SURVEY NOTES:

- Orientation of this bearing system is based on the Chisago County Coordinate System NAD83 (1986 adj.)
- Property Address: 6407 376th Street, North Branch, Minnesota, 55056. PID No. 11.00982.00 and 11.00574.00
- Contours shown are LiDAR derived on the NAVD88 datum provided by MnDNR
- This survey was done without the benefit of a title commitment. There may be easements that are not shown in this drawing.
- The subject property lies within Zone X, areas determined to be outside the 0.2% annual chance floodplain per FEMA Flood Insurance Rate Map No. 27025C0250D, Community Panel No. 270682, effective date 4/17/2012.
- Adjacent parcel information per Chisago County GIS parcel map.
- The survey was done with no wetland delineation. There may be wetlands on the subject property that are not shown.
- The existing accessory structure on Lot 1 is believed to have been built between 1957-1973 based on historic air photos.

DEVELOPMENT REGULATIONS

SINGLE FAMILY LOTS	
FRONT SETBACK	30 FT.
REAR SETBACK	6 FT.
REAR SETBACK (CORNER)	15 FT.
SIDE SETBACK	6 FT.
SIDE SETBACK (CORNER)	30 FT.
MINIMUM LOT SIZE	12,000 SQ. FT.
MINIMUM DEPTH	100 FT.
LOWEST FLOOR ABOVE HIGHEST KNOWN GROUNDWATER LEVEL	3
LOWEST FLOOR ELEVATION ABOVE 100-YEAR FLOOD ELEVATION	2

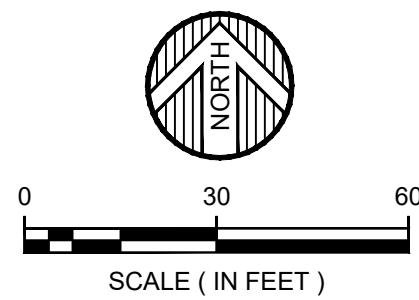
OWNERS

KEITH W. PARSONS & ERMA R. PARSONS
6407 376TH ST
NORTH BRANCH, MN 55056

WILLIAM PARSONS
6387 376TH ST
NORTH BRANCH, MN 55056
612-368-4546

LAND SURVEYOR

WIDSETH
KELLY JORDAN
5368 266TH STREET
WYOMING, MN 55092
PHONE (651)464-3130



EXISTING PROPERTY DESCRIPTIONS:

Warranty Deed Doc. No. A-641233) Lot 1 (PID: 11.00982.00) - 81,671 SQ. FT. OR 1.87 ACRES
Lot 1, Block 3, of Oak Knoll 2nd Addition, Chisago County, Minnesota.

(Warranty Deed Doc. No. A-569471) Lot 2 (PID: 11.00574.00) - 15,035 SQ. FT. OR 0.35 ACRES
That part of the Southwest Quarter of the Northwest Quarter (SW 1/4 of NW 1/4) of Section Twenty-eight (28), Township Thirty-five (35), Range Twenty-one (21), Chisago County, Minnesota described as follows, to-wit:

Beginning at the intersection of the South line of said tract and the East line of State Highway No. 61 as now established, said point being 128 feet East of the Southwest corner of said tract, as per State Highway map thereof, thence North 1 degree 21 minutes West, parallel to said Highway center line of 529.8 feet; thence North 0 degrees 22 minutes West, continuing parallel to said Highway centerline for 161 feet; thence North 89 degrees 49 minutes East for 150 feet; thence South 0 degrees 22 minutes East to the Northeast corner of Lot One (1) in Oak Knoll, Branch Township, Chisago county, Minnesota, according to the plat thereof on file and of record in the Office of the Register of Deeds in and for said County, which is the point of beginning of the tract herein described; thence running North 89 degrees 49 minutes East for 150 feet; thence running south 0 degrees 22 minutes East for 100 feet; thence running North 89 degrees 49 minutes West for 150 feet; to the Southeast corner of said Lot One (1) in Oak Knoll; thence running Northerly along the easterly line of said Lot One (1) in Oak Knoll for 100 feet to the point of beginning.

DATE:	November 2023	DATE:		AMENDMENTS	BY:	PREPARED FOR: BILLY PARSONS
SCALE:	AS SHOWN	01-03-2024	City comments per 12-19-2023 letter		J.A.S.	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.
DRAWN BY:	JAS					<i>Kelly Jordan</i>
CHECKED BY:	KLJ					KELLY JORDAN
FILE NUMBER:	2023-11198					DATE: 11/30/2023 LIC. NO. 42648



Prepared By:
Jason Ziemer, Community Development Director
Presenter: Jason Ziemer, Community Development Director
Date: 02/01/2024

Board & Commission: Planning Commission

Subject: Public Hearing to Consider Preliminary Plat Approval for Happy Acres 2nd Addition

Overview / Background

The Fredric Schmidt (Applicant) has submitted an application requesting Preliminary Plat approval of Happy Acres Morning View 2nd Addition (Plat). The property subject to the proposed plat is an 8.5-acre parcel located on north of 400th Street on Hemingway Avenue. The Plat proposes to re-plat the existing parcel, currently legally described as Outlot A, Happy Acres Morning View, into two (2) rural residential lots; each lot slightly above 4.0 acres. No additional public right of way (ROW) is required to be dedicated with this Plat.

Issue(s) to Consider

- 1. Land Use and Zoning**
- 2. Proposed Plat**
- 3. Plat Standards**
- 4. Easements**

Analysis of Issue(s)

1. Land Use & Zoning

The Subject Property is currently guided Rural Residential, per the 2018 Comprehensive Plan, and zoned RR – Rural Residential. The Subject Property borders the river bottom; guided and zoned Agriculture. All other properties adjacent to the

Subject Property are guided and zoned Rural Residential. The Plat has a residential density of 0.24 units/acre (gross) and 0.40 units/acre (net).

Land Use and Zoning standards are satisfied.

2. Proposed Plat

The Plat proposes to re-plat the Subject Property, totaling 8.5 Acres creating two (2) residential lots. The Subject Property is currently an Outlot, created with the original Happy Acres Morning View subdivision. City Code §66-452(b) requires lots zoned RR to have a minimum of 1.0 buildable acres, and provide evidence of primary and secondary septic locations based on soil borings and percolation testing. This information was provided on the Plat and grading plan. Approximately 3.48-acres of the land on the east of the Subject Property is undevelopable and is currently in, and will remain in, a drainage and utility easement.

There are two (2) existing accessory buildings located on the Subject Property. As City Code §66-898(b), allows for accessory structures to be located in the front yard on properties zoned RR – Rural Residential. The structure on Lot 1 is in the front yard and does exceed the minimum front-yard setback (40 feet). Thus, it may remain. However, the accessory building shown as Lot 2, will be required to be moved or demolished. Plats cannot be approved that result in non-conformities; it also crosses the property line between the new Lots 1 and 2. Furthermore, City Code §66-898(c) does not allow structures to be placed within drainage and utility easements.

The Applicant will be required to pay Park Dedication Fees (\$1,800/unit) for the five (5) new lots created, or \$9,000 total. That fee must be prior to the release of the signed plat mylars for recording.

3. Plat Standards

As described above, the Applicant is proposing to re-plat the Subject Property, creating two (2) individual residential lots. Lots created by plat are required to satisfy specific lot performance standards as established by City Code. For RR zoning, those include the following minimum requirements:

Lot Standards						Setbacks		
Type	Area+	Width	Depth	Front	Side	Corner	Rear(I)	Rear(C)
Single Family	1.0 Acre	110 ft	300 ft	40 ft	10 ft	30 ft	30 ft	15 ft

Rear(I) and Rear(C) mean rear yard setbacks for interior and corner lots.

+ Area requires a minimum of 1.0 acres buildable.

The Plat proposes the following specific to these standards.

Lot Standards	Setbacks
---------------	----------

Type	Area (sf)	Width	Depth	Front	Side	Corner	Rear
Lot 1, Block 1	178,151 sf	230 ft	471.62 ft	40 ft	10 ft	30 ft	30 ft
Lot 2, Block 1	192,385 sf	230 ft	520.47 ft	40 ft	10 ft	30 ft	30 ft

Plat standards for lot requirements are satisfied.

4. Easements

The Plat proposes to provide all drainage and utility easements as is required by City Code.

Minimum easements requirements are satisfied.

Staff Recommendation

City staff recommend approval of the Final Plat for Happy Acres Morning View 2nd Addition with conditions as stated.

Recommended Planning Commission Action

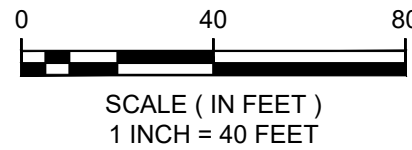
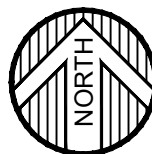
Motion to approve a resolution, approving the Preliminary Plat request for Happy Acres Morning View 2nd Addition with conditions typical to plat approvals and the following additional conditions:

- 1. Driveways for Lots 1 and 2 shall be located to meet all minimum requirements, including, but limited to: setbacks, distance and width, etc.; and shall be designed and constructed according to the North Branch Engineering Design Standards.**
- 2. The Applicant shall pay the per unit Park Dedication Fee for each of the two (2) residential lots created with this Plat.**
- 3. The Applicant shall move or demolish the accessory structure adjacent to Hemingway Avenue and located on the new lot line boundary between Lots 1 and 2, and located within the proposed Drainage and Utility Easements on Lots 1 and 2 prior to the release of the final plat mylars for recording with Chisago County.**

Voting Requirements:

Voting Options Simple Majority

PRELIMINARY PLAT OF HAPPY ACRES MORNING VIEW 2ND ADDITION



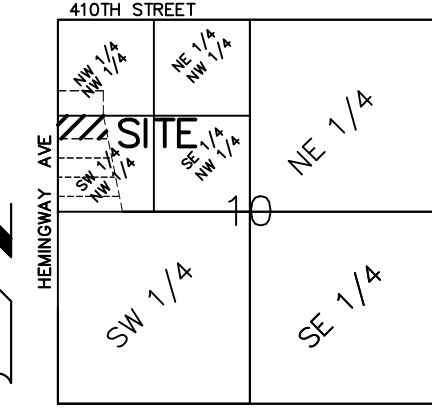
SOIL CLASSIFICATION

Per Soils Report by Zierke Soil Testing, Dated Nov. 03, 2023
Typical findings appear to be Loamy Fine Sand 10yr 2/2 thru 5/4.

SOIL BORING	ELEV. AT MOTTLED SOIL
SOIL BORING 1	891.8
SOIL BORING 2	893.4
SOIL BORING 3	898.5
SOIL BORING 4	895.4
SOIL BORING 5	889.1
SOIL BORING 6	886.9

VICINITY MAP

SEC. 10, T35, R21
CITY OF NORTH BRANCH
CHISAGO COUNTY, MINNESOTA



SITE DATA

ZONING: RR -RURAL RESIDENTIAL

FUTURE LAND USE: RURAL RESIDENTIAL

GROSS AREA: 370,536 SQ. FT. / 8.51 AC.

GROSS SITE DENSITY: 2/8.51 = 0.24 DUA

PROPOSED ROW: 0.0 SQ. FT. / 0.0 AC.

EXISTING EASEMENTS: 146,671 SQ. FT. / 3.37 AC.

PROPOSED NEW EASEMENTS: 5,105 SQ. FT. / 0.12 AC.

NET AREA: 218,760 SQ. FT. OR 5.02 AC.

NET SITE DENSITY: 2/5.02 AC. = 0.40 DUA

AREA SUMMARY

LOT 1 =	178,151 Sq. Ft.	4.1 Acres
LOT 2 =	192,385 Sq. Ft.	4.4 Acres
TOTAL AREA =	370,536 Sq. Ft.	8.5 Acres

DEVELOPMENT REGULATIONS

SINGLE FAMILY LOTS	
FRONT SETBACK	40 FT.
REAR SETBACK	30 FT.
SIDE SETBACK (INTERIOR)	10 FT.
SIDE SETBACK (CORNER)	30 FT.
MINIMUM WIDTH	110 FT.
MINIMUM DEPTH	300 FT.
LOWEST FLOOR ABOVE HIGHEST KNOWN GROUNDWATER LEVEL	3 FT.
LOWEST FLOOR ELEVATION ABOVE 100-YEAR FLOOD ELEVATION	2 FT.

EXISTING DESCRIPTION

(Title Commitment No: PRE239104 Dated 09/29/23

Outlot A, Happy Acres Morning View, Chisago County, Minnesota.

OWNER/DEVELOPER:

FRED SCHMIDT
1855 SUMMIT AVENUE
ST. PAUL, MN 55105
(651) 402-3996

SURVEYOR/ENGINEER:

WIDSETH
KELLY JORDAN
266TH STREET
WYOMING, MINNESOTA, 55092
(651) 464-3130

FLOODPLAIN NOTES: FLOOD INSURANCE RATE MAP (FIRM)

COMMUNITY No.	PANEL No.	SUFFIX	DATE OF FIRM INDEX	FIRM ZONE
270072	0165	D	4-17-2012	X

WETLAND DELINEATOR:

JACOBSON ENVIRONMENTAL
5821 HUMBOLDT AVE. N.
BROOKLYN CENTER, MN 55430
(612) 802-6619
06/10/2020

SOIL TESTER:

ZIERKE SOIL TESTING
BEN ZIERKE
27072 FLINTWOOD CIRCLE
WYOMING, MN 55092
(612) 850-2081
11/03/2023

SURVEY NOTES

- The bearing system is based on the Chisago County coordinate system, NAVD83 (1996 Adjust).
- Existing contours shown are from the MN DNR on NAVD88.
- The subject property is vacant and does not have an address assigned at the time of this survey.
PID: 11.00169.15
- Based on the proposed driveways and building pads, there is no need for clearing and grubbing.
- The building pads, floor elevations, driveways and proposed wells are shown for graphic purposes only at this time and are subject to change at the time of applying for a building permit application. All improvements must comply with the standards of the City of North Branch at that time.

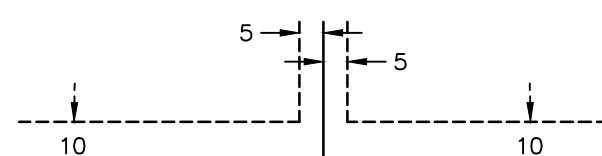
BENCHMARK

MNDOT BENCHMARK: NBPARK RESET = 895.051 NAVD88

LEGEND

●	DENOTES CHISAGO COUNTY MONUMENT	○ SB	DENOTES SOIL BORING
●	DENOTES IRON PIPE MONUMENT FOUND CAPPED 42648	⊙	PROPOSED WELL
W	WETLAND		
○	DENOTES SET IRON PIPE MONUMENT CAPPED 42648		
⊞	TELE PEDESTAL		
---	BUILDING SETBACK		
- - -	DELINEATED WETLAND		
■	BITUMINOUS SURFACE		

DRAINAGE AND UTILITY EASEMENTS SHOWN THUS:



BEING 10 FEET IN WIDTH AND ADJOINING STREET LINES AND 5 FEET IN WIDTH AND ADJOINING SIDE LOT LINES, UNLESS OTHERWISE SHOWN ON THIS PLAT.

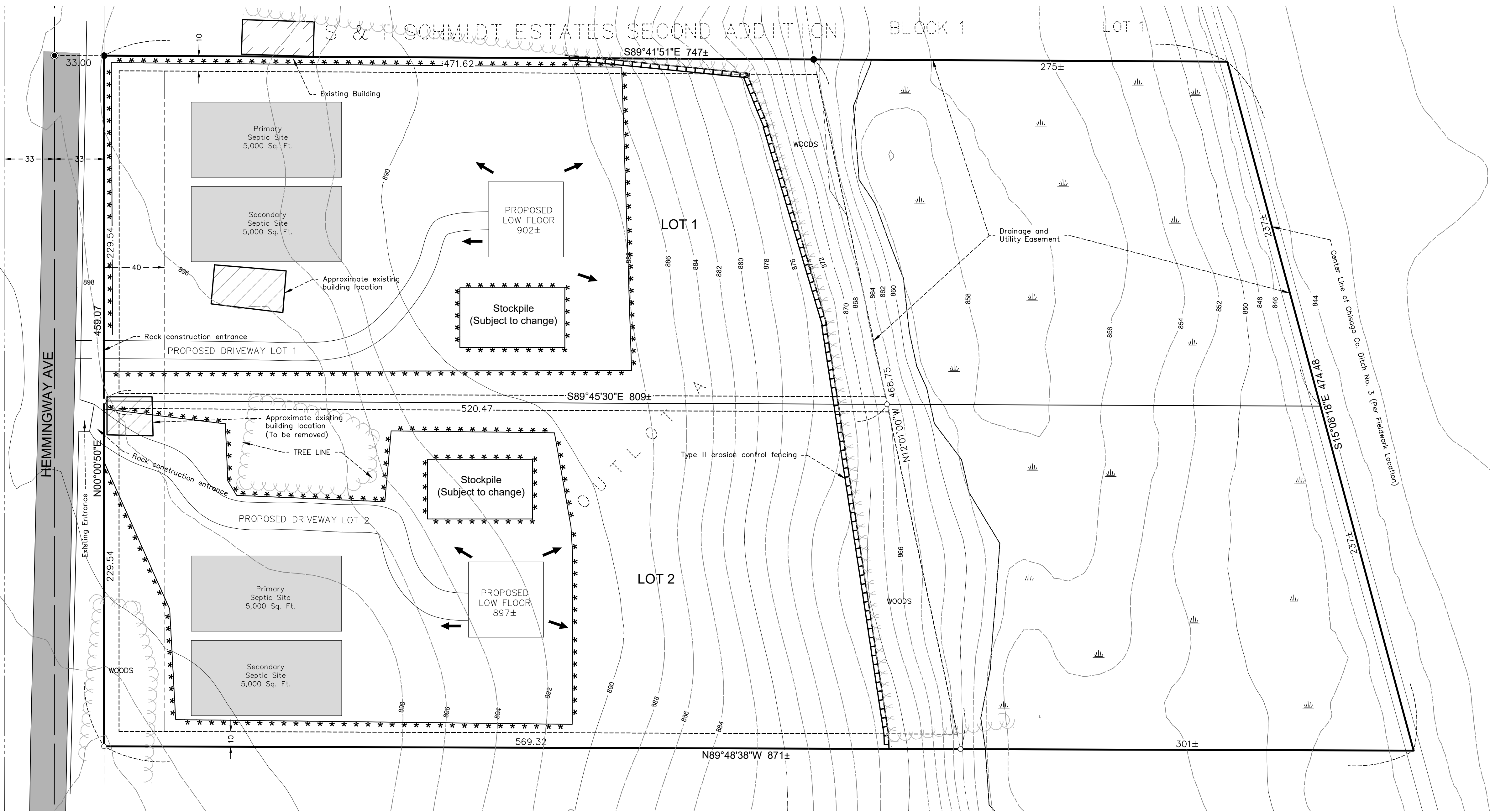
© 2024 WIDSETH SMITH NOLTING & ASSOCIATES, INC.

WIDSETH
ARCHITECTS ■ ENGINEERS ■ SCIENTISTS ■ SURVEYORS

DATE:	January 2024	DATE:	01/04/2024	AMENDMENTS:	City comments per letter recieved 12/20/2023	BY:	JAS	PREPARED FOR:	FRED SCHMIDT
SCALE:	AS SHOWN								
DRAWN BY:	JAS								
CHECKED BY:	KLJ								
FILE NUMBER:	2023-11868								

KELLY JORDAN
DATE: 01/04/2024 LIC. NO. 42648

GRADING PLAN
OF
HAPPY ACRES MORNING VIEW 2ND ADDITION



EXISTING DESCRIPTION (Warranty Deed No. A598680)
Outlot A, Happy Acres Morning View, Chisago County, Minnesota.

FLOODPLAIN NOTES: FLOOD INSURANCE RATE MAP (FIRM)

COMMUNITY NO.	PANEL NO.	SUFFIX	DATE OF FIRM INDEX	FIRM ZONE
270072	0165	D	4-17-2012	X

OWNER/DEVELOPER:
FRED SCHMIDT
1855 SUMMIT AVENUE
ST. PAUL, MN 55105
(651) 402-3996

WETLAND DELINEATOR:
JACOBSON ENVIRONMENTAL
5821 HUMBOLDT AVE. N.
BROOKLYN CENTER, MN 55430
(612) 802-6619
06/10/2020

SURVEYOR/ENGINEER:
WIDSETH
KELLY JORDAN
5368 266TH STREET
WYOMING, MN, 55092
(651) 464-3130

SOIL TESTER:
ZIERKE SOIL TESTING
BEN ZIERKE
27072 FLINTWOOD CIRCLE
WYOMING, MN 55092
(612) 850-2081

BENCHMARK

MNDOT BENCHMARK: NBPARK RESET = 895.051 NAVD88

ACREAGE

Total Site Area : 370,536± Sq. Ft. or 8.5 Acres
Lot 1 : 178,151± Sq. Ft. or 4.1 Acres
Lot 2 : 192,385± Sq. Ft. or 4.4 Acres

ZONING RR — RURAL RESIDENTIAL

MINIMUM REQUIREMENTS:
LOT AREA 1 Acre
BUILDABLE AREA 1 Acre
WIDTH 110 Feet
DEPTH 300 Feet

MINIMUM BUILDING SETBACKS:

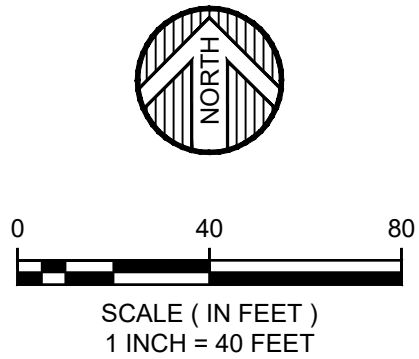
INTERIOR LOT
FRONT YARD 40 Feet
SIDE YARD 10 Feet
REAR YARD 30 Feet
WETLAND 20 Feet

SURVEY NOTES

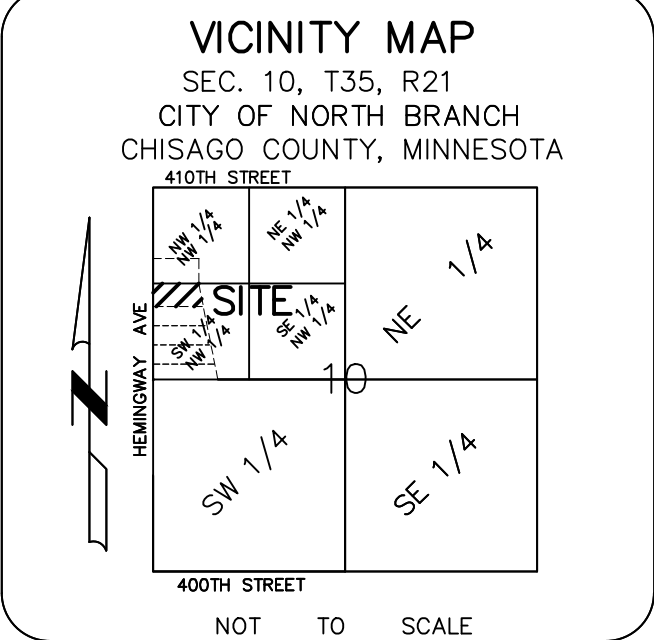
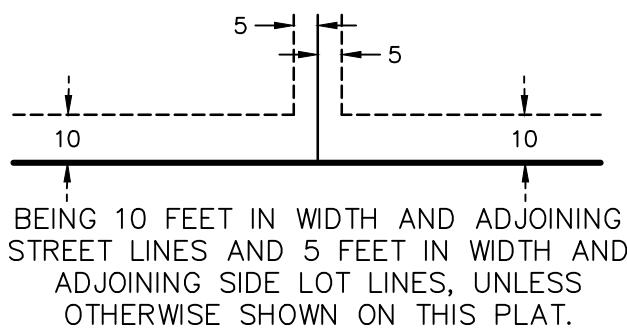
- The bearing system is based on the Chisago County coordinate system, NAVD83 (1996 Adjust).
- Existing contours shown are from the MN DNR on NAVD88.
- Rock entrances shall be installed at the start of grading. 1 1/2 -2 inch washed rock shall be used. Drive must be at least 35 feet in length, and as wide as required by the operations of the project. Replace rock as needed to maintain a 6 inch depth. A geotextile fabric may be used under the rock to prevent the migration of the underlying soil into the rock.
- Soil stockpiles must not be placed near waterbodies or on streets.
- Streets must be cleared of all debris at the end of each day or as directed by the City, to remove all accumulated materials. Failure to perform any street sweeping within six hours of notice by the City will result in the work being performed Engineering Design Standards for Stormwater Management by the City and all associated costs billed. The City also requires removal of accumulated materials on streets during winter.
- Permanent seeding recommended. MnDOT 25-131 Low Maintenance Turf Mix, 220lb/acre. Fertilizer Type 3 @ 350 lbs/acre. Seeding and restoration to be completed within 48 hours of final grading.
- NOTE:** The building pads, stockpiles and driveway locations are shown for graphic purposes only. The final grades and floor elevations are subject to soil borings and approval by the owner, builder, and local governing body. The floor elevations shown are based on a minimum low floor elevation 3 feet above existing grade. It is the responsibility of the builder to comply with State laws and local ordinances regarding construction site erosion and sediment control.

LEGEND

- DENOTES CHISAGO COUNTY MONUMENT
- DENOTES FOUND IRON PIPE MONUMENT
CAPPED 42648
- DENOTES SET IRON PIPE MONUMENT
CAPPED 42648
- WETLAND
- ← DRAINAGE ARROW
- BUILDING SETBACK
- *** PROPOSED SILT FENCE
- BITUMINOUS SURFACE



DRAINAGE AND UTILITY EASEMENTS SHOWN THUS:



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DATE:	January 2024	DATE:	01/04/2024	AMENDMENTS	City comments per letter recieved 12/20/2023	BY:	JAS	PREPARED FOR:	FRED SCHMIDT
SCALE:	AS SHOWN								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.
DRAWN BY:	JAS								<i>Kelly Jordan</i>
CHECKED BY:	KLJ								KELLY JORDAN
FILE NUMBER:	2023-11868								DATE: 01/04/2024 LIC. NO. 42648

WIDSETH
ARCHITECTS ■ ENGINEERS ■ SCIENTISTS ■ SURVEYORS



Prepared By:
Jason Ziemer, Community Development Director
Presenter: Jason Ziemer, Community Development Director
Date: 02/01/2024

Board & Commission: Planning Commission

**Subject: Public Hearing to Consider Preliminary Plat Approval for Carchedi Commons
2nd Addition**

Overview / Background

The Josh Wicklund (Applicant) and Joseph and Catherine Carchedi (Owners) are requesting Preliminary Plat approval for Carchedi Commons 2nd Addition (Plat). The Plat proposes to subdivide the existing 15,000-square foot residential lot, located at the intersection of Grand Avenue and Birch Street (Subject Property), creating the two (2) new residential lots, each 7,500 square feet. The Applicant is proposing to construct a Twin Home on the Subject Property, which is a Permitted Use within the applicable zoning district. There are two (2) existing water services stubbed to the Subject Property. The lot was originally considered for a two-family (duplex) residential structure, hence the two water connections. However, duplexes are not permitted by zoning.

Issue(s) to Consider

- 1. Land Use and Zoning**
- 2. Plat Standards**
- 3. Easements**

Analysis of Issue(s)

- 1. Land Use & Zoning**

The Subject Property is currently guided Low Density Residential, per the Comprehensive Plan, and zoned R-1 – Single-Family Residential. Single-Family homes and Twin Homes are both Permitted Uses in the R-1 zoning district.

Land Use and Zoning standards are satisfied.

2. Minimum Lot Standards

The Applicant is proposing to subdivide the existing lot, creating two (2) new residential lots for the purpose of construction a Twin Home. For R-1 zoning, minimum lot dimensional standards for two-family dwellings are:

Type	Lot Standards			Setbacks				
	Area	Width	Depth	Front	Side	Corner	Rear-I	Rear-C
Two-Family	7,500 sf	50 ft	100 ft	30 ft	6 ft 0 ft*	30 ft	30 ft	15 ft

** Side Yard setback for attached units is 0 feet.*

Rear-I and Rear-C mean Rear Yard-Interior lot and Rear Yard-Corner lot.

The lot dimensions proposed by the Plat are the same as was previously approved in February 2023. The Plat proposed the following:

Property	Lot Standards			Setbacks			
	Area	Width	Depth	Interior	Interior	Interior	Interior
Lot 1	7,500 sf	55.55 ft	135.00 ft	30 ft	6 ft	0 ft	30 ft
Lot 2	7,500 sf	55.55 ft	135.00 ft	30 ft	6 ft	0 ft	30 ft

Minimum lot dimensional standards are satisfied.

3. Easements

The Plat proposes to provide all drainage and utility easements as is required by City Code. Because the subdivision is creating lots for the purpose of constructing a Twin Home, Lots 1 and 2 are effectively a base lot with a center lot line creating the unit division. Thus, no easements between Lots 1 and 2 are required.

Minimum easements requirements are satisfied.

Staff Recommendation

City staff recommend approval of the Preliminary Plat for Carchedi Commons 2nd Addition with conditions as stated.

Recommended Planning Commission Action

Motion to approve a resolution, approving the Preliminary Plat request for Carchedi Commons 2nd Addition with conditions typical to plat approvals and the following additional conditions:

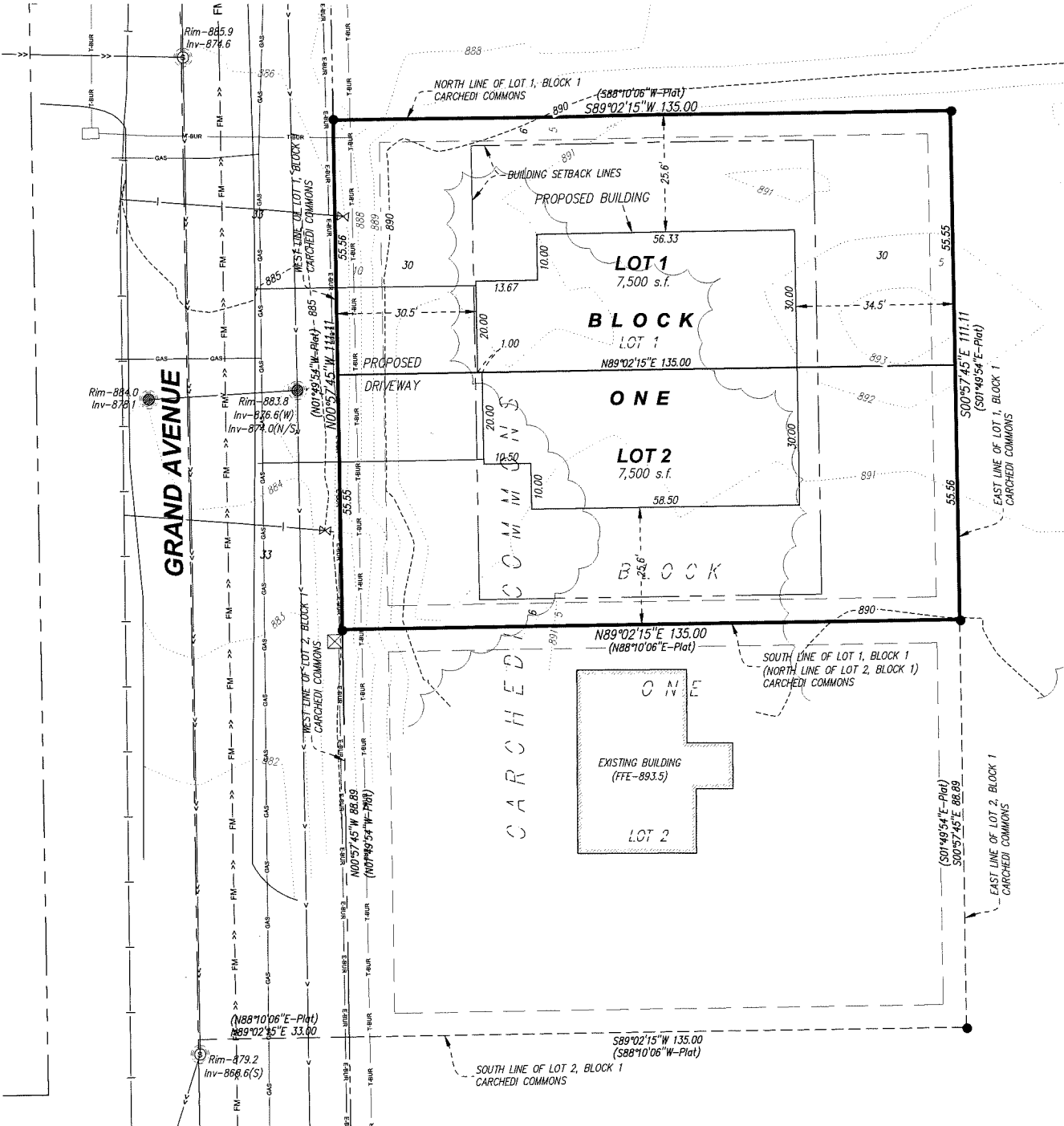
- 1. Driveways for Lots 1 and 2 shall be located to meet all minimum requirements, including, but limited to: setbacks, distance and width, etc.; and shall be designed and constructed according to the North Branch Engineering Design Standards.**
- 2. The Applicant shall pay all applicable Development Fees associated with platting, including, but not limited to: utility trunk area charges, WAC and SAC, and Park Dedication Fee for each of the two (2) residential lots created with this Plat.**
- 3. The Applicant shall submit Grading and Erosion Control Plans, if required, and obtain all necessary approvals and pay all applicable fees prior to commencing construction on the lots.**

Voting Requirements:

Voting Options Simple Majority

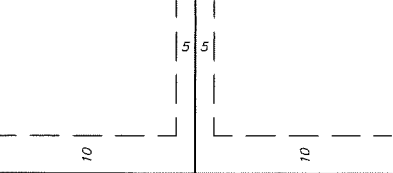
Preliminary Plat of
CARCHEDI COMMONS 2ND ADDITION

SEC. 16, TWP. 35, RNG. 21
CITY OF NORTH BRANCH
CHISAGO COUNTY



NOTE REGARDING UTILITIES
THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF C/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION OF EXISTING SUBSURFACE UTILITY DATA".

DRAINAGE & UTILITY EASEMENTS ARE EXISTING PER THE PLAT OF CARCHEDI COMMONS AND ARE SHOWN THUS:



BEING 5 FEET IN WIDTH, AND ADJOINING SIDE AND REAR LOT LINES, AND 10 FEET IN WIDTH ADJOINING STREET LINES, AS SHOWN ON THE PLAT.

SITE DATA
Zoning: R-2 Medium Density Residential
Comp. Plan Land Use: Medium Density Residential
Gross Area: 15,000 s.f. / 0.344 Acres
Gross Site Density: 2/0.344 = 5.81 DUA
Proposed R.O.W.: None
Existing Easements (non-standard): None
Proposed New Easements (non-standard): None
Net Area: 15,000 s.f. / 0.344 Acres
Net Site Density: 2/0.344 = 5.81 DUA

OWNER
Joe & Cathy Carchedi
PO Box 123
Harris, MN 55032

DEVELOPER
Unbound Construction, LLC
Josh Wicklund, Manager
6216 307th Ave NE
Cambridge, MN 55008

LEGAL DESCRIPTION
Lot 1, Block 1, CARCHEDI COMMONS, Chisago County, Minnesota.

Subject to easements, restrictions, or reservations of record, if any.

DEVELOPMENT REGULATIONS

Front Setback	30'
Rear Setback	30'
Side Setback (Exterior)	6'
Side Setback (Interior)	None
Minimum Lot Width	50'
Minimum Lot Depth	100'
Minimum Lot Area	6,500 s.f.
Minimum Bldg. Size	800 s.f.

LOT SUMMARY

Lot 1	
Width	55.55 Feet
Depth	135 Feet
Area	15,000 s.f. / 0.344 Acres
Lot 2	
Width	55.55 Feet
Depth	135 Feet
Area	15,000 s.f. / 0.344 Acres

VICINITY MAP
City of North Branch
Chisago County
"No Scale"



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 Land Surveyor under the laws of the State of Minnesota.

Print Name: Kyle J. Roddy License # 42627
Signature: [Signature] Date: 1/4/2024

LHB
324 Garfield St. South | Cambridge, MN 55008
763.219.1235 | LHBcorp.com



Prepared By:
Jason Ziemer, Community Development Director
Presenter: Jason Ziemer, Community Development Director
Date: 02/01/2024

Board & Commission: Planning Commission

Subject: Interview Candidate for Planning Commission

Overview / Background

The Planning Commission currently has one (1) vacancy. Per new City Council policy, the Planning Commission, with City staff, are asked to interview and recommend applicants to the City Council for appointment. Steve Cich, 5369 391st Street, submitted an application for consideration to the Planning Commission.

Staff Recommendation

None.

Recommended Planning Commission Action

Motion to consider and recommend candidate(s) to the City Council for appointment to the Planning Commission.

Voting Requirements:

Voting Options Simple Majority