Council Study Session
City Hall Council Chambers
July 24, 2023

AGENDA

1. **City Council Discussion of Agenda Items and Questions - 6 p.m.**
2. **Miscellaneous**
3. **Discussion of Work Session Agenda Item as Time Permits**
4. **Adjourn**

CITY COUNCIL MEETING
City Hall Council Chambers
July 24, 2023

AGENDA

1. Informal Open Forum with City Council - 6:45 p.m.

This is an opportunity for the public to address the City Council on items that are not on the agenda. It is limited to 15 minutes, it is not televised, and it may not be used to make personal attacks, air personality grievances, make political endorsements, or for political campaign purposes. Council Members will not enter into a dialogue with the presenter. Questions from the Council will be for clarification purposes only. It will not be used as a time for problem-solving or reacting to the comments made but, rather, for hearing the presenter for informational purposes only.

The first call will be for those that have notified the Clerk that they would like to speak during the open forum, and then ask if anyone connected to this meeting would like to speak. When called upon, please indicate your name and then proceed. Please be sure to state your name and address before speaking.

2. Invocation - Jerzak - 7 p.m.

3. Call to Order Regular Business Meeting

Attendees please turn off cell phones and pages during the meeting. A copy of the full meeting packet is available in the binder at the entrance to the Council Chambers.

4. Roll Call

5. Pledge of Allegiance

6. Approval of Agenda and Consent Agenda

These items are considered to be routine by the City Council and will be enacted by one motion. There isn't a separate discussion for these items unless a Councilmember so requests, then it is moved to the end of the Council Consideration Items.

a. Approval of Minutes

- Motion to approve the following meetings:

- *June 26 Study Session*
- *June 26 Regular Session*
- *June 26 Work Session*

b. Approval of Licenses

- Motion to approve the licenses as presented.

c. Resolution Approving Settlement Agreement for Brooklyn Boulevard Corridor Project Phase 2 Improvements, Project No. 2021-05

- Motion to approve a resolution approving a settlement agreement for Brooklyn Boulevard Corridor Project Phase 2 Improvements, Project No. 2021-05.

d. Resolution Ratifying the Approval of the Preliminary and Final Plat for NORTH 100 BUSINESS PARK ADDITION and Authorizing Final Plat Recording

- Motion to adopt resolution ratifying the approval of the preliminary and final plat for NORTH 100 BUSINESS PARK ADDITION and authorizing final plat recording.

e. Resolution Ratifying the Approval of the Preliminary and Final Plat for OPPORTUNITY SITE ADDITION and Authorizing Final Plat Recording

- Motion to adopt resolution ratifying the approval of the preliminary and final plat for OPPORTUNITY SITE ADDITION and authorizing final plat recording.

7. Presentations/Proclamations/Recognitions/Donations

a. Daunte Wright Memorial: Installation Update

- Motion to accept the presentation.

b. Park Update

- Motion to accept the presentation.

c. Labor Study - Brooklyn Center Police Department

- Motion to accept the Labor Study for the Brooklyn Center Police Department.

8. Public Hearings

9. Planning Commission Items

10. Council Consideration Items

a. Approval of a Transportation Economic Development Infrastructure (TEDI) Grant Application, to Support Phase 1 of the Opportunity Site

- Motion to approve a resolution authorizing an application for a Department of Employment and Economic Development 2023 "TEDI" grant, to fund public infrastructure for Phase 1 of the Opportunity Site.

11. Council Report

12. Adjournment

Council Regular Meeting

DATE: 7/24/2023

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: N/A
BY: Barb Suciu, Assistant City Manager/City Clerk

SUBJECT: Approval of Minutes

Requested Council Action:

- Motion to approve the following meetings:

- *June 26 Study Session*
- *June 26 Regular Session*
- *June 26 Work Session*

Background:

In accordance with Minnesota State Statute 15.17, the official records of all meetings must be documented and approved by the governing body.

Budget Issues:

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

ATTACHMENTS:

Description	Upload Date	Type
6.26 Study Session	7/13/2023	Backup Material
6.26 Regular Session	7/13/2023	Backup Material
6.26 Work Session	7/13/2023	Backup Material

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF THE CITY OF BROOKLYN CENTER IN THE COUNTY
OF HENNEPIN AND THE STATE OF MINNESOTA

STUDY SESSION
JUNE 26, 2023
CITY HALL – COUNCIL CHAMBERS

CALL TO ORDER

The Brooklyn Center City Council met in Study Session called to order by Mayor April Graves at 6:01 p.m.

ROLL CALL

Mayor April Graves and Councilmembers Marquita Butler, Kris Lawrence-Anderson, Dan Jerzak, and Teneshia Kragness. Also present were City Manager Reggie Edwards, Director of Public Works Elizabeth Heyman, Interim Community Development Director Jesse Anderson, Assistant City Manager/City Clerk Barb Suciu, and City Attorney Jason Hill.

CITY COUNCIL DISCUSSION OF AGENDA ITEMS AND QUESTIONS

MISCELLANEOUS

Councilmember Lawrence-Anderson noted she would be out of town starting on June 29, 2023, for about one week.

Councilmember Jerzak stated the weekly update showed the Finance Commission meeting was scheduled for Wednesday, June 28, 2023. The meeting has been postponed because the audit has not been completed. Councilmember Jerzak explained he wants the auditor to appear in person to explain the delay. He quoted the Charter about the required timeline for the audit.

Mayor Graves asked which budget meetings are scheduled before the audit is expected to be complete. City Manager Reggie Edwards stated there are two departmental presentations scheduled.

Councilmember Lawrence-Anderson noted her agreement with Councilmember Jerzak. The auditors are a large firm, and the delay doesn't make sense.

Dr. Edwards stated he could explain some of the reasons for the delay. Alternatively, they could have the auditors appear on Zoom. Mayor Graves asked what caused the delay. Dr. Edwards stated the firm is new to the City, the process started late due to selecting a new auditing firm, and there has been a transition of some staff that has impacted capacity and documentation for grants needed to be completed.

Councilmember Kragness pointed out that one of the criteria for selecting an auditing firm was timeliness.

Councilmember Jerzak stated he would like an update on the project for the produce store next to the liquor store. If there is an issue with the project, the location could be a good option for the City to grant a marijuana license.

Mayor Graves noted her disagreement as the owner of the space had struggled with her contractor and issues have arisen regarding loading and unloading produce at a certain entrance. Dr. Edwards stated that staff could put some information into the weekly update.

Councilmember Jerzak stated there was a previous public commenter that expressed concerns about noise levels at a park. He explained he didn't see a response from staff in the weekly update. He asked if the new hires could be included in the weekly update as well. Councilmember Jerzak added he gets regular questions from constituents about Police Department staffing levels, and he would appreciate more regular updates on staffing levels.

Mayor Graves suggested a monthly update on staffing from Staff each week would be excessive. Dr. Edwards explained the weekly update has included when jobs have been posted, but it has not included when roles have been filled. That can be changed.

Councilmember Butler noted there seem to be several homeowners that are impacted by the large park gatherings, due to both the noise levels and the trash. On another note, there are some people selling produce on Hwy 252. They regularly run through traffic to deliver the produce, and it is a safety issue. She asked if law enforcement could intervene to improve safety.

Councilmember Jerzak stated the park gatherings would require a permit. He asked if the staff is following up on the permits to hold back any funds for events that did not follow the permit. There has been an increase in complaints from his constituents.

Dr. Edwards stated staff can present to the Council the role of the new Parks and Recreation Department personnel. Prior to that hire, there wasn't capacity to follow up on permits or attend park events. Mayor Graves asked how long the new role has been filled. Dr. Edwards stated the new person has been working for two weeks.

Mayor Graves pointed out that the fence around Brooklyn Boulevard has come down. She asked what happened. Interim Community Development Director Jesse Anderson stated staff has been in discussion with the developer there. The current lender is processing the foreclosure by judgment, which could take up to a year. The fence was likely taken down due to a lack of payment. Mr. Anderson has requested a meeting with the developer but hasn't heard back.

Mayor Graves asked for a rundown of the process for obtaining an event permit. She explained she has spoken with Jammin Wings about a permit they filed for an event. Dr. Edwards stated staff

would prepare a presentation on the process for obtaining an event permit as a refresher.

City Clerk Barb Suciu noted Jammin Wings has filed for an event permit. However, there are issues with the permit because the facility doesn't have a liquor license. The permit process requires 45 days of notice before the event, which is meant to be held in August. However, the building projects are still not complete.

Mayor Graves pointed out the Council Retreat is coming up on July 8, 2023. The prework is supposed to be completed before July.

Councilmember Jerzak asked if there has been progress in getting the former Radisson in compliance. They were unlicensed at the last meeting. There is a substantial amount of money in arrears. Dr. Edwards stated Staff will look into the matter and report back to the Council.

Dr. Edwards asked if all Council will be present at the July 10, 2023 meeting. If so, he requested a 5:00 p.m. closed session to complete the settlement discussions. There was no objection from Council.

DISCUSSION OF WORK SESSION AGENDA ITEMS AS TIME PERMITS

PRELIMINARY INFORMATION ON POTENTIAL DOG PARK PROJECT

Dr. Edwards introduced the item and invited Public Works Director Elizabeth Heyman to continue the staff presentation.

Ms. Heyman explained the 2024-2038 Capital Improvement Plan (CIP) is a plan for major capital investments over the next 15 years. It was developed by prioritizing a list of capital projects based on the anticipated year needed and based on anticipated funding opportunities. Fluidity is expected. The current focus is on the first few years, and 2024 projects will be incorporated into the 2024 budget.

Ms. Heyman noted the CIP includes street improvements, public utilities, park and trail improvements, and the Capital Maintenance Building Program (CMBP). There are a variety of funding sources including utility fees, special assessments, franchise fees, Municipal Street Construction Aid, a portion of local government aid, liquor operations, and the like.

Ms. Heyman showed a table with a list of plans for 2023 and 2024. The staff has already started the preparation and design work for the 2024 projects.

Ms. Heyman stated the dog park is slated for 2027. A small dog park costs $150,000. Planning, design, and construction would take 18 to 24 months. Dog park planning would begin in 2025. As for estimated maintenance considerations, it would cost about $10,000 and 400 hours of staff time per year. In the 1980s, the Public Works Department had 22 Staff. Today, the Department only has 17 Staff.

Ms. Heyman pointed out some preliminary considerations including the size of the dog park, if there should be different areas for different types of dogs, the location, adjacent uses, parking, insurance, other recreation needs, permitting, and enforcement.

Ms. Heyman explained for the preparation process, there needs to be preliminary design development, public outreach, design revisions, develop enforcement and permitting plan, and operating budget adjustments. There are also maintenance considerations such as daily garbage collection, daily dog waste removal, daily refill of waste station bags, annual seasonal irrigation maintenance, monthly fence inspection, and bi-weekly ground surface treatments.

Ms. Heyman noted the CIP includes a Park Capital Planning Study in 2023 and 2024. The park plan is important because it streamlines decisions about park planning and prioritizes includes engagement. The planning is approved by Council and is beneficial for planning maintenance budgets. There have been requests for soccer fields, splash pads, driving range, and volleyball courts. Staff must also consider the maintenance of current recreation spaces.

Ms. Heyman showed an image of the proposed Lions Park Additions. The project has already been approved by Council, and staff has obtained grant money. Pre-planning parks and recreation efforts make it easier to obtain grant funding.

Ms. Heyman stated the next step for the dog park is to prioritize dog park engagement in park capital planning work. A request for proposal will be out in three or four months. Also, staff will keep an eye out for grant opportunities.

Councilmember Graves asked what the City would be liable for if there were issues within the dog park. Ms. Heyman stated she doesn't have that information, but that is part of the preparation work to ensure Brooklyn Center understands the potential impacts.

Councilmember Jerzak pointed out there was a consensus from the Council for the dog park, and she had requested moving the timeline at the Finance Commission meeting. She asked how it went from a Council consensus to being pushed out five years. Ms. Heyman stated she didn't hear a formal vote for an action.

Dr. Edwards stated there was consensus from the Council to get a dog park. Then it was the role of the staff to determine how to build a dog park, when the resources would be available, and the like. The request from Council did not have a required time frame. The staff recommendation was based on alignment with the CIP and when resources would be available, and consideration of the preparatory work that would be required. However, if Council has a consensus for the dog park to be completed sooner than 2027, staff can look into alternative timeline options.

Councilmembers Lawrence-Anderson, Jerzak, and Kragness confirmed they would like the dog park to be implemented sooner than 2027.

Ms. Heyman stated the earliest the project could be completed is 2026 because of the required

research and community engagement that would be required. Dr. Edwards stated staff will create a list of pros and cons for various timeline options to bring back to the Council.

Councilmember Jerzak noted he was hoping for a short-term solution while the official dog park was underway. He had previously offered an idea for a location that would only require a garbage can, a sign, and insurance coverage.

Councilmember Lawrence-Anderson agreed she is disappointed because there was a consensus from Council on February 13, 2023, for a dog park. Ms. Heyman had previously requested the item be tabled until a park plan was created despite Council consensus.

CITY TRAFFIC STOP AND CONSENT SEARCH WORK SESSION

This item was addressed during the June 26, 2023 Work Session.

PENDING LIST FOR FUTURE WORK SESSIONS

UPCOMING ITEMS

- Memorial Policy
- Special Assessment Policy/Franchise Fees (referred to Financial Commission)
- Beautification and Public Art Commission
- Liquor Store 2
- Organizational Chart-Budget work sessions
- New and Repeat Type IV Rental License Review (referred to Housing Commission)
- Food Truck Ordinance/License
- Emerald Ash Borer Policy Review (referred to Park & Rec Commission November)
- Opioid Settlement
- ARPA Funds
- Police Labor Study
- Grants: Revenues & Expenses
- Purchasing Policy
- Commercial Vacant Building Fees
- Interveners Impact

ADJOURNMENT

Mayor Graves adjourned the Study Session at 6:33 p.m.

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF THE CITY OF BROOKLYN CENTER IN THE COUNTY
OF HENNEPIN AND THE STATE OF MINNESOTA

REGULAR SESSION
JUNE 26, 2023
CITY HALL – COUNCIL CHAMBERS

1. INFORMAL OPEN FORUM WITH CITY COUNCIL

CALL TO ORDER INFORMAL OPEN FORUM

The Brooklyn Center City Council met in Informal Open Forum called to order by Mayor April Graves at 6:45 p.m.

ROLL CALL

Mayor April Graves and Councilmembers Marquita Butler, Kris Lawrence-Anderson, Dan Jerzak, and Teneshia Kragness. Also present were City Manager Reggie Edwards, Assistant City Manager/City Clerk Barb Suciu, and City Attorney Jason Hill.

Mayor April Graves opened the meeting for the purpose of an Informal Open Forum.

Diane S. stated the Farmer's Market starts on Thursday, June 29, 2023. There will be produce, shots, Hmong stitchery, and Cones with a Cop. Next week, on July 6, 2023, there will be yoga and an appearance by the Shoe Bus which offers affordable shoes. Shoe donations can be brought on that day. Also, anyone who wants to be a vendor can contact them on Facebook.

Jennifer S. explained she was present to speak with law enforcement. There is a group home near her, they whistle loudly all day long, and folks in motorized wheelchairs are riding down the middle of the road. Law enforcement isn't doing anything about the actions, which are both annoying and unsafe. She noted she has the right to pursue happiness at her own home, which doesn't include hearing whistling all day.

Kevin S. asked if the City is handling the influx of group homes. He stated there should be a cap on group homes, especially because it puts a strain on local services. Some group home residents have also expressed concerns about poor living environments. He asked who oversees the group homes. Staff stated they are already looking into the matter and will present it to Council.

Councilmember Jerzak moved and Councilmember Lawrence-Anderson seconded to close the Informal Open Forum at 6:56 p.m.

Motion passed unanimously.

2. INVOCATION

Mayor Graves read an excerpt from the book *A Gift of Change* by Marianne Williamson about justice and healing.

3. CALL TO ORDER REGULAR BUSINESS MEETING

The Brooklyn Center City Council met in Regular Session called to order by Mayor April Graves at 7:00 p.m.

4. ROLL CALL

Mayor April Graves and Councilmembers Marquita Butler, Kris Lawrence-Anderson, Dan Jerzak, and Teneshia Kragness. Also present were City Manager Reggie Edwards, Assistant City Manager/City Clerk Barb Suciu, and City Attorney Jason Hill.

5. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

6. APPROVAL OF AGENDA AND CONSENT AGENDA

Councilmember Lawrence-Anderson moved and Councilmember Jerzak seconded to approve the Agenda and Consent Agenda, and the following consent items were approved:

6a. APPROVAL OF MINUTES

1. June 12, 2023 – Study Session
2. June 12, 2023 – Regular Session

6b. LICENSES

MECHANICAL

Admiral Radon Mechanical Services LLC	13816 Utah Avenue Savage 55378
Elk River Heating & Air Conditioning Inc.	11110 Industrial Circle NW Elk River 55330
Flare Heating and Air Cond	9303 Plymouth Avenue N 55427
Lake Country Plumbing, Heating & Air	603 17th Avenue N South St. Paul 55075

Royalton Heating & A/C	4120 85th Avenue N Brooklyn Park 55443
Shac, LLC	1240 Trapp Rd, Suite A, Eagan 55121
The Crew Facility Maintenance, Inc.	12901 16th Ave N, Suite 103 Plymouth 55441

RENTAL

INITIAL (TYPE IV – six-month license)

6830 Perry Avenue N	AA HOMES LLC
7025 Quail Avenue N	Edward Laudat

INITIAL (TYPE II – two-year license)

4207 Lakeside Avenue N, #124	DON STENBERG

RENEWAL (TYPE IV – six-month license)

5700 Camden Avenue N	Danmark Properties Llc
6536 Chowen Avenue N	BRIDGE SFR IV BORROWER I LLC
6712 Beard Avenue N	Mlmjr Properties & Invst Llc
6900 Newton Avenue N	Fyr Sfr Borrower Llc
7001 Fremont Avenue N	Hpa Borrower 2018-1 Ml Llc
7200 Lee Avenue N	LSF9 MASTER PARTICIPATION TR

RENEWAL (TYPE III – one-year license)

1300 67th Avenue N	Roger And Elizabeth
2701 Ohenry	Sherman Yih Feng Kho
3813 Janet Lane	Abdirahman M Dhunkal

RENEWAL (TYPE II – two-year license)

4408 69th Avenue N	Dmow Llc
6424 June Avenue N	Faisale Boukari

7101 Girard Avenue N	7101 GIRARD AVE N LLC
RENEWAL (TYPE I – three-year license)	
4201 Lakeside Avenue N, #316	Maria Moldenhauer
6119 Beard Avenue N	Wagner Property Rentals Llc
7119 Halifax Avenue N	Llc

6c. RESOLUTION APPROVING SETTLEMENT AGREEMENT FOR BROOKLYN BOULEVARD CORRIDOR PROJECT PHASE 2 IMPROVEMENTS, PROJECT NO. 2021-05

Motion passed unanimously.

7. PRESENTATIONS/PROCLAMATIONS/RECOGNITIONS/DONATIONS

None.

8. PUBLIC HEARINGS

8a. AN ORDINANCE AMENDING CHAPTERS 1, AND 4 OF THE CITY CODE OF ORDINANCE REGARDING ANIMAL WASTE, AND STORAGE OF DEICING MATERIALS

City Manager Reggie Edwards introduced the item and invited Assistant City Engineer James Soltis to continue the staff presentation.

Mr. Soltis explained as part of the cities required National Pollutant Discharge Elimination System (NPDES) permit regulated by the United States Environmental Protection Agency and the Minnesota Pollution Control Agency (MPCA), the City of Brooklyn Center is obligated to develop and implement policies and ordinances to minimize the discharge of pollutants through its municipal separate storm sewer system (MS4).

Mr. Soltis stated due to changes in the state regulations as part of the MPCA General Permit (MNR040000) the city is required to produce regulations and enforcement mechanisms with regard to the disposal of animal waste, and regulations regarding the storage of deicing materials at commercial, institutional and non-NPDES permitted industrial facilities.

Mr. Soltis stated the City is already carrying out these practices; however, they need to be codified in ordinances to be in compliance with our NPDES permit. To meet these requirements amendments to Chapters 1, and 4 of the City Code of Ordinances must occur. He read through the relevant articles.

Mr. Soltis noted compliance with the NPDES permit program is crucial for protecting and

improving the quality of our nation's waters, and failure to comply with the permit requirements could result in penalties and enforcement actions. Hence, it is imperative that the City revises the ordinances promptly to meet regulatory requirements and maintain environmental protection.

Mr. Soltis added, consistent with the City Charter, the first reading of the ordinance occurred on June 12, 2023, with a second reading and public hearing to consider the proposed ordinance to occur on June 26, 2023. The amended ordinance would become effective June 26, 2023, if approved.

Councilmember Lawrence-Anderson asked if the first point in Article II is referring to feces on public or private property. Mr. Soltis specified it is related to all public property and any private property not owned by the dog owner.

Councilmember Jerzak moved and Councilmember Lawrence-Anderson seconded to open the Public Hearing.

Motion passed unanimously.

No one appeared to address this item.

Councilmember Jerzak moved and Councilmember Lawrence-Anderson seconded to close the Public Hearing.

Motion passed unanimously.

Councilmember Jerzak moved and Councilmember Butler seconded to approve the Second Reading adopting the ordinance Amending Chapters 1, and 4 of the City Code of Ordinances Regarding Animal Waste, and Storage of Deicing Materials.

Motion passed unanimously.

9. PLANNING COMMISSION ITEMS

None.

10. COUNCIL CONSIDERATION ITEMS

None.

11. COUNCIL REPORT

Councilmember Jerzak reported on his attendance at the following and provided information on the following upcoming events:

- Attended Emerging BC Panel Discussion
- Attended Juneteenth event

- Attended strategic planning meeting

12. ADJOURNMENT

Councilmember Lawrence-Anderson moved and Councilmember Jerzak seconded the adjournment of the City Council meeting at 7:11 p.m.

Motion passed unanimously.

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL/ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF BROOKLYN CENTER
IN THE COUNTY OF HENNEPIN AND
THE STATE OF MINNESOTA

WORK SESSION
JUNE 26, 2023
CITY HALL – COUNCIL CHAMBERS

CALL TO ORDER

The Brooklyn Center City Council/Economic Development Authority (EDA) met in Work Session called to order by Mayor April Graves at 7:26 p.m.

ROLL CALL

Mayor April Graves and Councilmembers Marquita Butler, Kris Lawrence-Anderson, Dan Jerzak, and Teneshia Kragness. Also present were City Manager Reggie Edwards and Assistant City Manager/City Clerk Barb Suciu.

PRELIMINARY INFORMATION ON POTENTIAL DOG PARK PROJECT

This item was addressed during the Study Session.

CITY TRAFFIC STOP AND CONSENT SEARCH WORK SESSION

City Manager Reggie Edwards introduced the item and commended staff and the Implementation Committee for their hard work over the years. He invited Brooklyn Center Police Chief Kellace McDaniel and Director of the Office of Community Prevention, Health, and Safety LaToya Turk.

Police Chief Kellace McDaniel thanked the Implementation Committee and Ms. Turk for their work. Director of the Office of Community Prevention, Health, and Safety LaToya Turk added it has been a privilege to work on the project with community members and staff.

Ms. Turk explained on September 26th, 2022, the Daunte Wright and Kobe Dimock-Heisler Implementation Committee (DKIC) presented a proposed recommendation for a traffic stop and consent search ordinance to Brooklyn Center's City Council. City staff convened to assess the implementation of the proposed recommended ordinances intent. The DKIC proposed recommended ordinances were vetted by City staff to formulate a concise response to the proposed traffic stop and consent search ordinances. Assessments included evaluation of the proposed ordinance's purpose, legality, and operational impact on the City.

Ms. Turk noted the expressed intent and purpose of the DKIC recommendations is to elevate public safety and the general welfare of the people of the City by reducing unnecessary traffic stops and building community trust in the activities of Brooklyn Center law enforcement. DKIC

acknowledges that traffic stops create a high-risk situation for both the public and law enforcement officers that can lead to unwanted tragic circumstances. “The idea is to eliminate a small category of stops that tend to have particularly large racial disparities,” said Maria Ponomarenko, an associate professor at the University of Minnesota Law School and co-founder of the Policing Project at New York University, which works with law enforcement and community groups to promote better policing.

Ms. Turk stated the recommendation from DKIC is for vehicles to no longer be stopped solely for the following violations: inoperative windshield wipers, excessive window tinting, improperly displayed license plate or permit sticker, improper operational condition, broken or improperly used headlights, tail lights, or turn signals, invalid or expired registration, no functioning license plate light, no operative muffler, exceeding vehicle noise rules of the pollution control agency, cracked or discolored windshield or rearview mirror decorations.

Ms. Turk pointed out another recommendation is that no operator or owner-passenger of a motor vehicle shall be requested to consent to a search by a law enforcement officer of his or her motor vehicle unless there exists probable cause of criminal activity. A search warrant must be obtained whenever it is practical to do so prior to a search of a motor vehicle. Searches of motor vehicles may be conducted without a warrant only if there is probable cause to believe the vehicle is carrying contraband or illegal merchandise.

Ms. Turk stated the Council tasked staff with reviewing the recommendations. Brooklyn Center Police Department, City Attorney, City Administration, Office of Community Prevention, Health and Safety as well as community partners convened regularly with LEAP, DKIC chairs, and community partners to share information and insight on the proposed policy recommendations. All parties participated in the community town hall meetings, weekly briefings, and preparation for the City’s response.

Ms. Turk explained City staff from various Departments collaborated from June 2022 to March 2023, to evaluate recommendations and solutions to meet the intent of the proposed DKIC recommended ordinances, which was to “protect the public safety and general welfare of the people of the City, to reduce unnecessary traffic stops and to build community trust in the activities of Brooklyn Center law enforcement. Traffic stops create a high-risk situation for both the public and law enforcement officers that can lead to unwanted tragic circumstances.”

Ms. Turk noted interactions between law enforcement officers and civilians, particularly those who have been historically harmed by law enforcement, are important in building trusting relationships. However, while traffic stops are the most common way civilians interact with law enforcement, for some the encounters have been deadly. Nationwide in 2020, 120 people were killed during routine traffic stops, according to Mapping Police Violence. With the intent to provide address public concerns, new policies will help address racial inequities while not compromising public safety.

Chief McDaniel stated the City rigorously assessed the purpose, intent, legality, and operational implications of the proposed recommended traffic stop ordinance. He showed a table of traffic stop safety ratings. Minimum safety ratings include expired registration, no rear plate lamp, no muffler,

suspended object, improper plate and registration, and broken head and taillights. Vehicle noise has a moderate safety rating. Traffic stop reasons that have a high safety rating include inoperative windshield wipers, window tint, and improperly used turn signals.

City Attorney Jason Hill explained the proposed ordinance does not allow something that is prohibited by State law, or change penalties for the underlying traffic or equipment violations. The proposed ordinance also allows for citations to be issued for the listed equipment violations either by mail or by placing them on the vehicle in violation.

Mr. Hill pointed out an issue discussed by staff was that of how this ordinance would be enforced, and what the consequences for a violation may be. There are no Minnesota laws that restrict what cities may deem an appropriate response to an ordinance violation. There are several cities that offer an administrative civil penalty for ordinance violations as opposed to a criminal misdemeanor penalty.

Mr. Hill stated an ordinance is a local municipal statute that creates consequences for certain behavior. Most ordinances have as the relevant consequence a misdemeanor, with a fine and perhaps jail time of up to 90 days. Generally speaking, a municipal ordinance is to put the public on notice to do or not do something or to face consequences. They cover topics like building codes, administrative codes, and local liquor laws. Ordinances can also cover city operational practices such as the annual budget and designated city public notice locations.

Mr. Hill noted policies operate differently from that of an ordinance. Policies are internal documents that direct employee behavior and employees can face consequences for not following adopted policies. This includes technology and vehicle use policies for all employees. It includes sexual harassment and cell phone reimbursement policies. In public safety-related services, policies cover many aspects of their day-to-day operations because they are necessary for those departments to remain effective and have uniform procedures for their employees to follow out of safety concerns and the areas of law that they deal with.

Councilmember Lawrence-Anderson asked if other cities have used policies or ordinances to implement similar changes. Mr. Hill stated other municipalities have utilized policies.

Chief McDaniel stated consent searches are searches made by law enforcement officers in the United States based on the voluntary consent of the individual whose person or property is being searched. The simplest and most common type of warrantless searches in the United States are searches based upon consent.

Chief McDaniel explained consent searches related to traffic stops occur after the traffic stop has taken place. State v. Fort, 660 N.W.2d 415 (Minn. 2003), requires that within Minnesota, a law enforcement officer may only pursue a consent search of a motor vehicle if they can articulate reasonable suspicion. This threshold creates what officers believe is an appropriate level of exception to the 4th Constitutional Amendment and upholds two justifiable search exceptions in two ways. First, consent searches promote efficient and effective law enforcement. Second, consent searches are a valid exception to the warrant requirement because it allows citizens to choose whether or not they wish to exercise their constitutional rights.

Ms. Turk stated the first staff recommendation is to separate traffic stops and consent searches in the subject matter. If an ordinance or policy is to be written, staff believes they should be separate, so that said regulations are clear and distinguishable in regulation from the other. DKIC agrees with the recommendation. Ms. Turk noted staff recommends regulation for traffic stops and consent searches be controlled by policy and not ordinance.

Chief McDaniel added a recommendation from staff that law enforcement officers shall refrain from stopping a vehicle for original causes as the sole reason that are minimum safety risks. Law enforcement officers may stop a vehicle for original causes as sole reason alone that are moderate or high risks.

Ms. Turk noted another recommendation is that consent searches comply with state law, in which a law enforcement officer may only pursue a consent search of a motor vehicle if they can articulate reasonable suspicion. Also, interactions between law enforcement officers and the community, particularly community groups who have historically been harmed by law enforcement should be encouraged because, especially in the correct venue, will lead to improved public safety and trust.

Ms. Turk added, similarly, between law enforcement and the community particularly, community groups who have historically been harmed by law enforcement should be encouraged, so there may be shared understandings of perspectives, understanding, expectations, hopes, and desires. The interactions should be encouraged in venues and spaces such as non-enforcement, interactions should be various community engagement opportunities, educational opportunities where law enforcement officers and community partners can explain policies and procedures, the legal foundation for law enforcement officers' actions, law enforcement officers' roles, responsibilities and transparency on accountability.

Councilmember Kragness asked for data on the impact of inoperable windshield wipers on traffic safety in comparison to the interaction between the public and law enforcement it would cause. Chief McDaniel stated he would ask the crime analysts to obtain that specific data.

Dr. Edwards noted experiences of law enforcement were heavily utilized beyond just data.

Councilmember Lawrence-Anderson noted it is State law that windshield wipers should be on during snow and rain. Also, it is a law that tabs need to be on vehicles. She asked if the City would have any liability risk for not enforcing certain rules if they result in bodily harm. Mr. Hill stated the City has no liability.

Mayor Graves pointed out there were a few additional recommendations of unnecessary traffic stops in the recommendation from DKIC that were not included in the current presentation. She added a policy as recommended by staff would not prohibit law enforcement from citing someone for one of the traffic violations. Instead, the policy doesn't allow law enforcement to pull someone over solely on the basis of an included traffic violation.

Councilmember Kragness asked if an individual was driving in a rain storm without their windshield wipers on, during which circumstances would law enforcement pull them over. Chief McDaniel stated he would pull the person over for a safety issue to inform the person that their wipers aren't on.

Councilmember Jerzak asked how the rank and file feel about the proposed policy. Chief McDaniel stated it is hard to recruit a new officer that would already be trained on not issuing certain citations. The Department would very likely lose some of the current officers.

Mayor Graves asked for the audience to remain quiet during the presentation.

Ms. Turk pointed out the intention of the policy is to improve safety for both law enforcement and residents.

Councilmember Jerzak stated a concern of his is that with the multiple jurisdictional law enforcement in the area, such as County Sheriffs, highway patrol officers, and Metro Transit police, there would be wildly inconsistent enforcement of such a policy. Also, it may escalate the situation even more if an external law enforcement agency were to not follow the policy as Brooklyn Center Police Department personnel would have to.

Councilmember Jerzak added some constituents have expressed concerns that they pay for their tabs, but the policy would excuse others from paying their tabs. Also, a driver could be confrontational with another jurisdiction's officers if they were cited for tabs while they didn't have to pay for tabs in Brooklyn Center.

Councilmember Jerzak explained there would be robust community education prior to implementing any new policy. The staff has already discussed strategies on how education can be ongoing within Brooklyn Center.

Councilmember Jerzak asked how the City should handle non-residents that travel through Brooklyn Center. Chief McDaniel stated the policy wouldn't be applicable to any other law enforcement agency. He foresees that the Department could receive calls asking who pulled someone over in violation of the policy.

Councilmember Butler thanked DKIC and the staff for their effort. She stated there are several incorrect perceptions about the purpose of the policy. Many opponents don't understand what it's like to be a person of color or to be targeted while simply driving. There needs to be some changes in the way policing works.

Councilmember Butler added there is a misconception that the policy would make the community less safe. However, fewer traffic stops would allow law enforcement to focus their efforts on more serious crimes. As for the concern about paying for tabs, the real issue at hand is safety. No one shows up to someone's door with a gun to ask why they haven't paid their housing taxes.

Councilmember Butler requested for members of the audience to be quiet or they risk being removed from the meeting.

Councilmember Lawrence-Anderson asked for staff to make the PowerPoint available to the public. Dr. Edwards confirmed that would be done.

Mayor Graves pointed out there were slides regarding town hall feedback in the PowerPoint that were skipped over. She asked for those to be reviewed.

Ms. Turk stated common themes from the town hall meetings included: restoring trust between the community and law enforcement with the hope that this may help rebuild trust by limiting negative interactions with law enforcement, accountability, limiting traffic stops for equipment violations will allow law enforcement to be more efficient and focus on more serious crimes, a number of the equipment violations are dangerous or will hinder law enforcement, the idea of "fix-it tickets" were very popular to fix vehicles and create positive interactions with law enforcement if the City council does nothing will further erode trust, people should pay for their tabs, and noise and pollution are also negative side effects of allowing equipment violations to continue.

Mayor Graves noted the Council agrees with the recommendation to increase interactions between law enforcement and the community, particularly community groups who have historically been harmed by law enforcement should be encouraged in venues and spaces such as non-enforcement, interactions should be: various community engagement opportunities, educational opportunities where law enforcement officers and community partners can explain policies and procedures, the legal foundation for law enforcement officers' actions, law enforcement officers' roles, responsibilities and transparency on accountability.

Mayor Graves asked if there was a consensus to separate the traffic stops and consent search subjects. There was no objection from the Council.

Mayor Graves asked if there was consensus from the Council to regulate consent searches via policy. Ms. Turk stated the staff recommendation is for consent searches to comply with State law, in which a law enforcement officer may only pursue a consent search of a motor vehicle if they can articulate reasonable suspicion. There would be robust community education on what the stops should look like and individuals' rights.

Mayor Graves stated she has had her vehicle searched via consent. Otherwise, there needs to be probable cause or a search warrant for a search to be legal. Dr. Edwards stated all searches would require reasonable suspicion.

Mayor Graves noted she would prefer no consent searches be done. Ms. Turk asked Chief McDaniel to walk them through a traffic stop.

Chief McDaniel stated the first concern during a traffic stop is safety. If they are assisting another agency, he would not search unless the other agency gave him clear probable cause. In the case of a consent search, he would ask the driver for permission for the vehicle to be searched. The

recommendation is for both the community and law enforcement to receive further education on consent searches. There needs to be a clear reason for an officer to ask for consent to search.

Mayor Graves asked Council if they should allow consent searches or not. There was no response.

Chief McDaniel recommended the City Attorney speak to if they can create a policy against consent searches that would still comply with State law.

Mayor Graves asked if an individual was pulled over for a consent search, does the driver know why there would be probable cause to ask for a consent search. Chief McDaniel stated an officer must have a clear and concise reason to ask for a consent search. The officer may or may not share a clear and concise reason with the driver.

Mayor Graves stated there would be a thirty-minute public comment opportunity.

Dr. Edwards noted the traffic stop policy recommended by staff was put together to promote both community member and law enforcement safety. Part of the settlement at hand requires that the City addresses traffic stops. Ten traffic stop items are detailed in the settlement agreement, so the City doesn't have discretion in that area.

Councilmember Lawrence-Anderson stated she has been involved in all of the settlement sessions, and she has not heard about the requirement to address ten specific traffic stop issues. Dr. Edwards stated they are unable to discuss the settlement during an open session.

Councilmember Jerzak asked if there was consensus from the Council regarding a policy in comparison to an ordinance. He asked what could be commented on by the public.

Councilmember Jerzak added the staff recommendation includes an explanation that they hope to promote the spirit and intent of The Daunte Wright and Kobe Dimock-Heisler Community Safety and Violence Act. However, he has asked for the opportunity to review the Act multiple times without a response. He noted his agreement with Councilmember Lawrence-Anderson as he was unaware of the requirement of the settlement.

Mayor Graves stated there was time for a twenty-minute public comment opportunity. She asked for the commenters to be respectful and concise.

Mayor Graves opened the public comment period at 8:30 p.m.

John S. noted his appreciation of the presentation. DKIC's recommendations were regarding the actions of the Brooklyn Center Police Department in order to establish a sense of trust. He doesn't have any concerns about other jurisdictions. Law enforcement needs more training in working with the diverse population reflected in the City. Brooklyn Center needs to stay in touch with the data and trends of policing from across the nation.

Emma P. stated she has a Master's in public policy and was a Police Explorer for over five years.

She explained the role of the Council is to create laws, and they don't need to consider the feelings of the law enforcers. She urged the Council to stop consent searches entirely in Brooklyn Center. She explained a study about the impact of training on consent. Ultimately, law enforcement have a level of authority that most people submit regardless of training. It is practically a violation of Fourth Amendment rights.

Adam L. stated that he is a Ph.D. candidate in political science. DKIC has thoroughly reviewed the data. Traffic stops unfairly target certain populations and promote distrust between the public and law enforcement. Traffic stops are unsafe for all involved parties.

Lori B., member of the DKIC, noted the two Chairs of the DKIC were not present at the meeting. DKIC presented the recommendations to the Council in September 2022 after several delays. DKIC was informed at the last minute, and the staff was well-aware that the Chairs were unable to attend that evening. DKIC could have answered most of the questions raised by the Council.

Lori B. shared a quote from a mother of a person killed by law enforcement about cultural conditioning and systemic change. A traffic stop should never end a life.

Maddie P. stated she has worked in law enforcement settings for almost ten years. There are racist people within law enforcement, and policies need to be implemented to counteract that truth. Traffic stops are frightening even for white women like herself, and it is even scarier for people of color.

Zedarius introduced himself as a community advocate. He stated a policy would likely not have enough teeth for enforcement and could easily be changed down the line. On the other hand, an ordinance can have repercussions and takes a lot more effort to change. If something is legal as a policy, it is legal as an ordinance. Brooklyn Center had been leading the charge to implement change, but they are falling behind now.

Zedarius pointed out a large majority of traffic stops do not result in a larger charge. It creates a great deal of unsafe situations instead. He shared an experience of being pulled over and how fearful he was.

Joylenna G., a member of DKIC, noted her agreement with the comment about ordinances being preferred over policies. There is more external accountability.

Joylenna G. stated the published packet includes stats on recovered guns, but that was not covered in the presentation to Council. The stats didn't have any dates or timelines. DKIC always showed any sources or relevant dates when presenting data.

Joylenna G. shared that her biracial son is regularly pulled over while she is not.

Joylenna G. stated the role of Metro Transit police is to patrol transit vehicles and not personal vehicles. Concerns about jurisdiction confusion for Metro Transit police are invalid. People are also very aware of where they are driving due to the reputations of neighboring jurisdictions.

Joylenna G. added the historic data shows time and time again that people of color are pulled over more regularly. Other places that have implemented a similar policy for traffic stops have seen a significant decrease in racial disparities.

Randy C. noted he attended the town hall meetings. He asked how the policy recommendations create more trust within the community or more positive interactions with law enforcement. He explained he is looking for safety in his city. Traffic violations can have a large impact on traffic safety. The "fix-it" tickets are a great option. The Council needs to consider the safety of all residents rather than only those represented by historical data.

Mark V., a member of DKIC, noted there was a graph included in the DKIC presentation to the Council that showed that the vast majority of traffic stops in Brooklyn Center were conducted by Brooklyn Center officers.

Julie B., a member of DKIC, stated they are having this discussion because a young man was killed by a Brooklyn Center police officer. Chief McDaniel has previously expressed interest in community policing. However, the presentation was focused on the impact on police officers rather than on the impact on the community if something doesn't change. The community has financially invested in Brooklyn Center, but the police get to go home to other cities when their shift is done.

Julie B. noted the dashboard is rather clunky. Many community members feel as though law enforcement is unable to do their job, but that is not true.

Jeff L. noted his appreciation of the community education component. He stated the traffic violations that impact safety need to be enforced. It doesn't make sense for law enforcement to choose which laws to enforce and which ones to not enforce. The "fix-it" tickets are a great option.

Mayor Graves closed the public comment period at 9:05 p.m.

Tanya J. asked why she didn't get an opportunity to speak. Mayor Graves stated there were a number of people who didn't have the chance to speak.

Mayor Graves stated St. Paul implemented a similar policy in September 2021. They have had a large reduction in traffic stops and also in the racial disparities of stops. The Ramsey County Attorney confirmed the statistics show a significant change.

Mayor Graves asked if there is a consensus of the Council to regulate traffic stops and consent searches. She pointed out she would like to see regulation via policy. It was recommended by the staff and tangible impacts have been seen elsewhere.

Councilmember Lawrence-Anderson asked who would write the policy. Mayor Graves stated staff would draft a policy and bring it back to the Council for discussion and review.

Councilmember Jerzak explained he could support a policy, but it would be more difficult to

support an ordinance. It would be important for staff to consult with police unions to craft something that supports all parties.

Councilmember Butler stated she wouldn't support a policy or an ordinance for consent searches. However, she is on the fence about traffic stops.

Councilmember Kragness noted she works in a different City and was pulled over for a moving violation. The officer asked if she had been drinking, but she said she hadn't. The officer then left. If he had asked to search her vehicle, she would likely have felt required to consent, and it would have been terrifying. It is important for the public to know their options and legal rights. Overall, she was in support of a search policy.

Councilmember Lawrence-Anderson agreed she supports a policy for traffic stops, as long as it is a collaborative effort between administrative staff and law enforcement. She is unsure about consent searches.

The majority consensus of the City Council was to pursue a policy regarding traffic stops. There is an interest in seeing some more information and drafted language regarding consent searches.

Dr. Edwards added staff is still wondering if there is a consensus to move forward with the tiered traffic stops recommendation. The recommendation is essentially to write a policy that law enforcement would make a good-faith effort to avoid traffic stops with low safety impacts. There is then discretion for law enforcement to pull over higher safety impact traffic stops. Ultimately, the primary reason for pulling someone over cannot be a minor vehicle violation.

Councilmember Kragness stated she would like to see language regarding "good faith judgment" as that is contradictory to building trust in the community. Mayor Graves noted her agreement.

Dr. Edwards confirmed the policy would be crafted and returned to the Council.

Councilmember Lawrence-Anderson asked if the Implementation Committee is done with their work now or if they would continue to provide input. Mayor Graves agreed the Implementation Committee deserves a decision from the Council on both recommendations they presented before officially disbanding. She stated she would provide an update to the Implementation Committee and bring information back to the Council again.

Councilmember Kragness noted her appreciation for all staff and community members who have stepped up and participated in the process. Mayor Graves agreed.

PENDING LIST FOR FUTURE WORK SESSIONS

UPCOMING ITEMS

- Memorial Policy
- Special Assessment Policy/Franchise Fees (referred to Financial Commission)

- Beautification and Public Art Commission
- Liquor Store 2
- Organizational Chart-Budget work sessions
- New and Repeat Type IV Rental License Review (referred to Housing Commission)
- Food Truck Ordinance/License
- Emerald Ash Borer Policy Review (referred to Park & Rec Commission November)
- Opioid Settlement
- ARPA Funds
- Police Labor Study
- Grants: Revenues & Expenses
- Purchasing Policy
- Commercial Vacant Building Fees
- Interveners Impact

ADJOURNMENT

Councilmember Jerzak moved and Councilmember Butler seconded the adjournment of the City Council/Economic Development Authority Work Session at 9:18 p.m.

Motion passed unanimously.

Council Regular Meeting

DATE: 7/24/2023

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: N/A
BY: Shannon Pettit, Deputy City Clerk

SUBJECT: Approval of Licenses

Requested Council Action:

- *Motion to approve the licenses as presented.*

Background:

The following businesses/persons have applied for City licenses as noted. Each business/person has fulfilled the requirements of the City Ordinance governing respective licenses, submitted appropriate applications, and paid proper fees. Applicants for rental dwelling licenses are in compliance with Chapter 12 of the City Code of Ordinances, unless comments are noted below the property address on the attached rental report.

Mechanical

Binder Heating & Air Conditioning
222 Hardman Avenue N, South Saint Paul 55075
Comfort Matters Htg & Cooling Inc.
18071 Territorial Rd, Maple Grove 55369
Majestic Plumbing Inc.
2801 7th Ave #411, Anoka 55303
Matty V's Heating & Cooling, LLC
1052 93rd Lane NW, Coon Rapids 55433
Ty's Heating and A/C LLC
12689 Zilla St NW, Coon Rapids 55448

Budget Issues:

- None

Inclusive Community Engagement:

- None

Antiracist/Equity Policy Effect:

- None

Strategic Priorities and Values:

Safe, Secure, Stable Community, Operational Excellence

ATTACHMENTS:

Description	Upload Date	Type
Rental Criteria	6/20/2023	Backup Material
7.24 Rentals	7/18/2023	Backup Material

Property Code and Nuisance Violations Criteria		
License Category (Based on Property Code Only)	**Number of Units**	**Property Code Violations per Inspected Unit**
Type I – 3 Year	1-2 units	0-2
	3+ units	0-0.75
Type II – 2 Year	1-2 units	Greater than 2 but not more than 5
	3+ units	Greater than 0.75 but not more than 1.5
Type III – 1 Year	1-2 units	Greater than 5 but not more than 9
	3+ units	Greater than 1.5 but not more than 3
Type IV – 6 Months	1-2 units	Greater than 9
	3+ units	Greater than 3

b. Police Service Calls.

Police call rates will be based on the average number of valid police calls per unit per year. Police incidences for purposes of determining licensing categories shall include disorderly activities and nuisances as defined in Section 12-911, and events categorized as Part I crimes in the Uniform Crime Reporting System including homicide, rape, robbery, aggravated assault, burglary, theft, auto theft and arson.

Calls will not be counted for purposes of determining licensing categories where the victim and suspect are "Family or household members" as defined in the Domestic Abuse Act, Minnesota Statutes, Section 518B.01, Subd. 2 (b) and where there is a report of "Domestic Abuse" as defined in the Domestic Abuse Act, Minnesota Statutes, Section 518B.01, Subd. 2 (a).

License Category	**Number of Units**	**Validated Calls for Disorderly Conduct Service & Part I Crimes** (Calls Per Unit/Year)
No Category Impact	1-2	0-1
	3-4 units	0-0.25
	5 or more units	0-0.35
Decrease 1 Category	1-2	Greater than 1 but not more than 3
	3-4 units	Greater than 0.25 but not more than 1
	5 or more units	Greater than 0.35 but not more than 0.50
Decrease 2 Categories	1-2	Greater than 3
	3-4 units	Greater than 1
	5 or more units	Greater than 0.50

Rental Licenses for Council Approval 7.24.23

Location Address	License Subtype	Renewal/Initial	Owner	Property Code Violations	License Type *	Police CFS*	Final License Type**	Previous License Type***	Consecutive Type IV's
5338 Queen Ave N	Two Family	Initial	5338 Queen, LLC	33	Type IV	N/A	Type IV	N/A	0
6400 Fremont Ave N	Single	Initial	Jesus Vazquez Martinez	14	Type IV	N/A	Type IV	N/A	0
4450 58th Ave N	Multiple Family 1 Bldg 11 Units	Renewal	Park Place Off Broadway Llc Met Requirements	10 = 0.91 per unit	Type II	0	Type II	Type IV	N/A
5301 Russell Ave N	Multiple Family 2 Bldgs 36 Units	Renewal	Amax Sommerset Llc	55 = 1.53 per unit	Type III	7/7/22 - Aggravated Assault 4/25/23 - Robbery 2 calls = 0.06 per unit no affect on license	Type IV	Type IV	3
6737 Humboldt Ave N	Multiple Family 2 Bldgs 18 Units	Renewal	Humboldt Square Ventures Llc Did not meet requirements	33 = 1.83 per unit	Type III	0	Type III	Type III	N/A
6915 Humboldt Ave N	Multiple Family 2 Bldgs 50 Units	Renewal	Lynwood Pointe Llc Did not meet requirements	141 = 2.82 per unit	Type III	10/18/22 1st Degree Burglary 11/5/22 Arson	Type III	Type III	N/A
4700 Lakeview Ave N	Two Family	Renewal	Nancy G Dahlquist	4	Type II	0	Type III	Type III	N/A
4207 Lakeside Ave, #240	Condo	Renewal	Tommy Conteh	0	Type I	0	Type IV	Type IV	2
6131 Bryant Ave N	Single	Renewal	Jun Wang & Jinxiu Wang Did not meet requirements	17	Type IV	0	Type IV	Type III	0
3006 51st Ave N	Single	Renewal	Naisha Nicole Bell	5	Type II	0	Type IV	Type IV	3
3125 65th Ave N	Single	Renewal	HP Minnesota I LLC Did not meet requirements	4	Type II	0	Type IV	Type IV	3
3613 Violet Ave N	Single	Renewal	Gao Qiang Liu	17	Type IV	0	Type IV	Type I	0
3815 52nd Ave N	Single	Renewal	Property Management Mn Llc	1	Type I	0	Type I	Type I	N/A
4225 66th Ave N	Single	Renewal	Sesan Ogunniran	3	Type II	0	Type II	Type II	N/A
4507 66th Ave N	Single	Renewal	Cathy & Mark Steinke Trust	1	Type I	0	Type I	Type I	N/A

5421 Lyndale Ave N	Single	Renewal	Zoe & Brett R Hildreth	0	Type I	0	Type I	Type I	N/A
5737 Emerson Ave N	Single	Renewal	Nutida Wong Met Requirements	8	Type III	0	Type III	Type III	N/A
5755 Humboldt Ave N	Single	Renewal	Toan Thanh Truong	13	Type IV	0	Type IV	Type III	0
6018 Camden Ave N	Single	Renewal	Crystal Clear Investment Llc	6	Type IV	0	Type IV	Type IV	6
6019 Camden Ave N	Single	Renewal	Inang Ekah	20	Type IV	0	Type IV	Type IV	2
6131 Bryant Ave N	Single	Renewal	Jun Wang & Jinxiu Wang Did not meet requirements	17	Type IV	0	Type IV	Type III	0
6407 Orchard Ave N	Single	Renewal	Hpa Borrower 2018-1 Ms Llc	9	Type III	0	Type IV	Type IV	2
6614 Bryant Ave N	Single	Renewal	Yi Lin & Xi Lin	0	Type I	0	Type I	Type IV	N/A

*CFS = Calls for service for renewal licenses only (Initial licenses are not applicable to calls for service, and will be listed as N/A

**License Type being issued

***Initial licenses will not show a Type I = 3 Year, Type II = 2 Year, Type III = 1 Year, Type IV = 6 months

All properties are current on City utilities and property taxes

Council Regular Meeting

DATE: 7/24/2023

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: Elizabeth Heyman, Director of Public Works
BY: Ahmed Omer, P.E., City Engineer

SUBJECT: Resolution Approving Settlement Agreement for Brooklyn Boulevard Corridor Project Phase 2 Improvements, Project No. 2021-05

Requested Council Action:

- Motion to approve a resolution approving a settlement agreement for Brooklyn Boulevard Corridor Project Phase 2 Improvements, Project No. 2021-05.

Background:

On March 25, 2019, the City Council directed staff to proceed with the preliminary design, environmental documentation, easement acquisition and final design work for the Brooklyn Boulevard Corridor Project Phase 2 Improvements (Bass Lake Road to Interstate 94), Project No. 2021-05. In order to construct the improvements, permanent drainage, utility, sidewalk and trail easements and/or temporary construction easements were required from 47 separate parcels adjacent to the corridor. Parcel numbers are identified on the right-of-way plan prepared for the project. Agreement for acquisition of easements was reached voluntarily with 33 affected property owners. In order to meet the anticipated development schedule condemnation was pursued on 14 parcels where no agreement could be met. The following parcels under condemnation have reached a settlement agreement.

Parcel No. 22; 6331 Brooklyn Boulevard: This parcel required both permanent easements and temporary construction easements with total compensation agreed upon in the amount of $13,700.00.

Budget Issues:

The Brooklyn Boulevard Corridor Project Phase 2 Improvement (Bass Lake Road to Interstate 94) has a project cost estimated to be $18,095,000. The total appraised value for all easements on the project are estimated to be approximately $824,676. The total value of the permanent easements and temporary construction easements for Parcels 22 is $13,700 which is being funded out of the Capital Projects Fund.

To date, including the above parcels, agreements have been met with 38 out of 47 parcel owners with the total value of the permanent easements and temporary construction easements for the project being $646,920.32.

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Key Transportation Investments

ATTACHMENTS:

Description	Upload Date	Type
Resolution	7/14/2023	Resolution Letter
Settlement Agreement	7/14/2023	Backup Material

Member introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION APPROVING A SETTLEMENT AGREEMENT FOR BROOKLYN BOULEVARD CORRIDOR PROJECT PHASE 2 IMPROVEMENTS, PROJECT NO. 2021-05

WHEREAS, the City of Brooklyn Center and Hennepin County have planned the improvement of Brooklyn Boulevard between Bass Lake Road (County Road 10) and Interstate 94 within the City of Brooklyn Center, Minnesota in 2021; and

WHEREAS, the City, in order to acquire title and meet its anticipated development schedule, commenced a condemnation action in Hennepin County District Court, Court File No. 27-CV-20-15230 pursuant to a Petition filed November 19,2020, as amended on January 12, 2021 (the "Action"); and

WHEREAS, to facilitate the Project, the Action included acquiring certain real property interests 6331 Brooklyn Blvd and as defined as Parcel 22 within the Action (the "Property"); and

WHEREAS, subject to approval by the City Council, representatives of the parties have negotiated a Settlement Agreement, a copy of which is attached hereto as Exhibit A, which resolves all outstanding claims and issues between the parties related to the Property; and

WHEREAS, the City Council has fully considered the terms of the Settlement Agreement and has determined that it is in the best interests of the community to approve it as presented.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Center, Minnesota, that

1. The Mayor and City Manager of the City are hereby authorized and directed to execute all appropriate documents and take all necessary actions to facilitate the settlement contemplated herein, with all such actions to be in accordance with the terms and conditions set forth in this Resolution and the incorporated Settlement Agreement.

2. The Mayor and City Manager of the City, staff and consultants are hereby authorized and directed to take any and all additional steps and actions necessary or convenient in order to accomplish the intent of this Resolution.

July 24, 2023
Date

_____
Mayor

RESOLUTION NO. _____

ATTEST: _____
City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member

and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:
whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA	IN DISTRICT COURT
COUNTY OF HENNEPIN	FOURTH JUDICIAL DISTRICT Case Type: Condemnation
The City of Brooklyn Center, a municipal corporation under Minnesota law, Petitioner, vs. WSK Professional Bldg., L.L.C. et al., Respondents.	Court File No. 27-CV-20-15230 Judge: Susan N. Burke **STIPULATION OF SETTLEMENT AGREEMENT FOR PARCEL 22**

This stipulation of settlement (the "Agreement") is entered into by and between Petitioner City of Brooklyn Center ("City" or "Petitioner"), and Bao Quoc Nguyen & Vy Hien Ngoc Nguyen ("Owners") (collectively, the "Parties") on this ___ day of _____, 2023.

RECITALS

1. The City commenced a condemnation action in Hennepin County District Court, Court File No. 27-CV-20-15230 pursuant to a Petition filed November 19, 2020, as amended on January 12, 2021 ("Condemnation Action"). The Petition was filed to acquire interests in certain properties located along Brooklyn Boulevard (County Road 152) in Brooklyn Center, Minnesota, including the property legally described as Parcel 22 in Exhibit A to the Petition ("**Parcel 22**"), for purposes of reconstructing and streetscape improvements known as the Brooklyn Boulevard Corridor Project Phase 2 Improvements (the "**Project**").

2. Based on title research obtained prior to filing the Condemnation Action, the Petition named Sahn Nguyen and Vinh Truong, married to each other, as the fee owners of Parcel 22.

3. Sahn (Bill) Nguyen and Vinh (Vivian) Truong conveyed Parcel 22 to Bao Quoc Nguyen and Vy Hien Ngoc Nguyen, by warranty deed dated October 9, 2020, filed in the Hennepin County Registrar of Titles Office on November 11, 2020 as Document Number T5768402. Sahn Nguyer (Bill) and Vinh (Vivian) Truong have no other interests in Parcel 22.

4. On February 23, 2021, the District Court filed the Order Approving Petition, Authorizing Quick Take Payment, and Transferring Title and Possession ("**Condemnation Order**") that, among other things, transferred certain property interests in Parcel 22 for the City's Project, including without limitation a permanent easement for drainage, utility, sidewalk, and trail purposes and temporary construction easements as described in **Exhibit A** to the Condemnation Order (the "**Property Interests**").

5. On February 24, 2021, pursuant to the Condemnation Order and Minn. Stat. § 117.042, the Petitioner deposited its approved appraisal of value for Parcel 22 in the amount of $13,700.00 with the District Court Administrator (the "**Quick Take Deposit**"). On March 11, 2021, the Petitioner filed a copy of the Receipt of Deposit with the Hennepin County Registrar of Titles. On March 29, 2021, the Petitioner filed a certified copy of the Condemnation Order with the Hennepin County Registrar of Titles.

6. At the time the taking was complete with respect to Parcel 22, Bao Quoc Nguyen and Vy Hien Ngoc Nguyen were the fee owners of record of Parcel 22.

7. The following parties have or are identified in the Petition as having or potentially having an interest in Parcel 22 but are not parties to this stipulation (the "**Third Party Respondents**"):

a. Sahn Nguyen and Vinh Truong, married to each other;

b. Mortgage Electronic Registration Systems, Inc., a Delaware corporation, is a

mortgagee on Parcel 22; and

c. All other parties unknown, together with unknown heirs or devisees and spouses, if any.

8. The Parties wish to conclude matters relating to just compensation damages due and owing to all parties interested in Parcel 22 because of the Condemnation Action. To this end, the Parties enter into this Stipulation.

TERMS OF THE AGREEMENT

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants herein contained, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. RECITALS. The recitals set forth above are true and accurate and are each incorporated and are material terms of this Agreement.

2. SETTLEMENT AMOUNT. The Parties stipulate and agree to a full settlement and award of damages for and related to the taking of the Property Interests in the property described as Parcel 22 and shown in **Exhibit A** to the Condemnation Order in the amount of amount of $15,700.00 ("**Settlement Amount**"), payable to the Owners as set forth in Paragraph 5 below.

3. AMENDMENT OF THE PETITION. The Petitioner shall move to formally substitute the Owners as Respondents to the action, and to amend the Petition, the Notice of Intent, the Notice of Hearing, and the Condemnation Order to substitute the legal description regarding Parcel 22 with the description in the attached *Addendum 1 – Amended Legal Description as to Parcel 22* listing Bao Quoc Nguyen and Vy Hien Ngoc Nguyen as the Owners of Parcel 21

("**Motion**"). The Owners do not oppose the Motion and this stipulation shall serve as the Owners' consent to said Motion.

a. **Notice, Public Purpose, and Necessity**. The Owners agree and accept the amendments as described in this Stipulation, agree that this Stipulation shall act as notice required to be given under Minn. Stat. §§ 117.042 and .055, and accept this notification the same as though it were served on the date of the original service of the Notice under the statute. The Owners agree that the City has established public purpose and necessity for the Amended Taking and waive any and all objections to the Amended Taking.

b. **Waiver of Personal Service**. The Owners hereby waive personal service of process for the Motion under Rules 25 or 19 of the Minnesota Rules of Civil Procedure and agree that service by U.S. Mail or other method under Rule 5 is acceptable service of any such motion.

c. **No Appeal**. The Owners agree not to appeal the Order resulting from the Motion.

4. STIPULATION TO AWARD. The Parties agree to the issuance by the court-appointed commissioners of a report of commissioners for the Property Interests equal to the Settlement Amount, payable entirely to the Owners, with zero dollars payable to all other respondents, in substantially the form attached as **Exhibit B** ("**Report of Commissioners**"). Once the Commissioners have signed the Report of Commissioners, the City shall file it with the District Court. Subject to the contingency in Paragraph 5 of this Stipulation, the Parties agree not to appeal this Agreement, the Settlement Amount, or the award made in the Report of Commissioners.

5. CONTINGENCY. This Agreement is contingent on the Court's granting of the proposed Motion adding the Owners as respondents to the action, and the filing of the Report of

Commissioners awarding the Settlement Amount as specified in Paragraph 2 above, and on the expiration of the statutory appeal period without an appeal. All known respondents who may claim an interest in the taking of the Property Interests will be given notice of the Commissioners' Hearing and of the filing of the Report of Commissioners. If any Third-Party Respondent objects to the entry of the Report of Commissioners, then this Stipulation shall terminate and Petitioner and Respondents each reserve their right to proceed with a contested Commissioners' Hearing on damages and to pursue appeals from the final award of Commissioners; PROVIDED that Owners may (at their option) (a) negotiate a resolution to any claim by a Third-Party Respondent ("**Third-Party Claim**") and secure a waiver or release reasonably satisfactory to the City of any Third-Party Claim ("**Third-Party Release**") or (b) bring any and all necessary motions to the Court seeking to secure an order from the Court disposing of or liquidating the claims of any other Third-Party Respondent ("**Third-Party Motion**"). The City agrees not to object to the Third-Party Motion. If Owners are successful in obtaining a Third-Party Release or in disposing of Third-Party Claims, then the City and Owners agree to be bound by this Agreement. If an appeal of the commissioners' award is filed within the statutory appeal period, this Agreement shall be null and void and both Parties agree to proceed to a de novo trial before the Minnesota District Court.

6. **PAYMENT OF SETTLEMENT AMOUNT**. Within 15 business days after expiration of the 40-day appeal period following the filing of the Report of Commissioners without Third-Party Claims, or upon entry of a final judgment as provided in Paragraph 5 above (after the Owners obtain either a Third-Party Release or disposes of Third-Party Claims) the City shall pay the Settlement Amount by issuing a check payable to "Bao Quoc Nguyen and Vy Hien Ngoc Nguyen" and mailing it to the Owners by U.S. Mail at the following address: 6331 Brooklyn Blvd, Brooklyn Center, MN 55429.

7. **QUICK TAKE DEPOSIT**. The Owners hereby assigns to the City all of their right, title and interest in the Quick-Take Deposit. The City may apply to the Court at any time after the delivery of the Settlement Check, and resolution of any Third-Party Claims, for disbursement to the City of the Quick-Take Deposit, together with any interest that has accrued thereon, without further notice to the Owners. The City and the Owners hereby agree to the entry of a Court order directing disbursement to the City alone of the Quick-Take Deposit, together with any interest that has accrued thereon. This Agreement shall serve as the Owners' consent to said disbursement of the Quick-Take Deposit to the City.

8. **WAIVER OF HEARING RIGHTS**. In consideration of this Agreement and settlement, the Parties agree to waive any rights they may have to a hearing before the Commissioners to determine just compensation and waive any rights to appeal an award of just compensation damages consistent with a Commissioner's Report awarding the Settlement Amount, except as otherwise provided in Paragraph 5 of this Stipulation.

9. **ENTIRE AGREEMENT & WAIVER.** Owners agree that this Agreement, upon completion of conditions and satisfaction of contingencies, if any, fully and finally settles all claims that were made or could have been made in the Condemnation Action, including attorney's fees, interest, litigation expenses, appraisal fees, and other expert fees and related costs. Owners agree that payment and acceptance of the Settlement Amount constitutes full accord and satisfaction for all claims for damages, past, present, and future, of any kind or nature, occasioned by the taking, that were made or could have been made in the Condemnation Action, including without limitation for construction interference damages, and all damages, if any, to the remaining lands owned by the Owners, and are hereby intending to forever settle all claims that were made or could have been made in the Condemnation Action.

10. ADDITIONAL CITY OBLIGATIONS. After issuance of the Report of Commissioners and expiration of the statutory appeal period, the City will file a Final Certificate in this action and record a discharge of notice of *Lis Pendens* with respect to the Property Interests in the Office of the Hennepin County Recorder or Registrar of Titles.

11. BINDING EFFECT AND CAPACITY TO SIGN. The persons signing this Agreement in their representative capacities represent and warrant by signing this Agreement that it is their intent to bind their respective principals to the terms and conditions set forth herein, that the persons signing in their representative capacity have been authorized to bind their respective principals to such terms, and that it is the respective principals' intent to be so bound.

12. VOLUNTARY EXECUTION. Owners have either consulted or had the opportunity to consult with an attorney prior to executing this Agreement. The undersigned state and represent that they have fully read this Agreement, and that each know and understand the consequences and legal effect thereof. This Agreement contains the entire agreement of the Parties with regard to the matters set forth herein.

13. ATTORNEY FEES. The parties shall be responsible for their own attorneys' fees associated with this matter.

14. MODIFICATIONS. This Agreement may only be amended in writing and signed by each party.

15. COUNTERPARTS. This Agreement may be executed in counterparts which, taken together, shall constitute one agreement.

IN WITNESS WHEREOF, the parties, intending to be legally bound, execute this Stipulation as of the corresponding date written below.

{Remainder of Page Intentionally Left Blank; Signature Pages to Follow}

{Petitioner's Signature Page to Stipulation of Settlement Agreement for Parcel 22}

Dated: _____, 2023

CITY OF BROOKLYN CENTER

By: _____
April Graves, Mayor

ATTEST: _____
City Clerk

Dated: July 11, 2023.

KENNEDY & GRAVEN, CHARTERED

By: _____
Joshua P. Weir (#0402328)
Cristina Cruz-Jennings (#0401725)
150 South Fifth Street, Suite 700
Minneapolis, MN 55402
(612) 337-9303
jweir@kennedy-graven.com
ccruz-jennings@kennedy-graven.com

ATTORNEYS FOR PETITIONER
CITY OF BROOKLYN CENTER

{Owner's Signature Page to Stipulation of Settlement Agreement for Parcel 22}

Bao Quoc Nguyen & Vy Hien Ngoc Nguyen

Dated: 07/07/2023, 2023.

By: _____
Bao Quoc Nguyen

Dated: 07.07, 2023.

By: _____
Vy Hien Ngoc Nguyen

Addendum 1
Amended Legal Description as to Parcel 22

Exhibit A

Parcel No. 22: Property I.D. 34-119-21-42-0003, Torrens Certificate No. 1073050

Property Address: 6331 Brooklyn Boulevard, Brooklyn Center, MN 55429

Description of Subject Property:

Lot 1, Block 2, Fair Meadows, Hennepin County, Minnesota.

("Subject Property").

Description of Permanent Easement:

A perpetual easement for drainage, utility, sidewalk and trail purposes over, under, across and through part of the Subject Property.

Said perpetual easement being that part of said Lot 1 lying northeasterly of a line run parallel with and distant 35.00 feet southwesterly of line described as commencing at the northwest corner of the Southeast Quarter of Section 34, Township 119, Range 21, Hennepin County, Minnesota; thence South 03 degrees 45 minutes 23 seconds East, assumed bearing, along the west line of said Southeast Quarter a distance of 181.37 feet to the point of beginning of said described line; thence South 23 degrees 48 minutes 56 seconds East a distance of 1729.11 feet and said described line there terminating.

Description of Temporary Construction Easement:

A 6.80-foot temporary easement for construction purposes over, under, across and through the Subject Property.

Said temporary easement lying southwesterly of and adjacent to a line run parallel with and distant 35.00 feet southwesterly of line described as commencing at the northwest corner of the Southeast Quarter of Section 34, Township 119, Range 21, Hennepin County, Minnesota; thence South 03 degrees 45 minutes 23 seconds East, assumed bearing, along the west line of said Southeast Quarter a distance of 181.37 feet to the point of beginning of said described line; thence South 23 degrees 48 minutes 56 seconds East a distance of 1729.11 feet and said described line there terminating.

Term of Temporary Easement: Said temporary easement set to expire November 30, 2022.

Subject to easements of record, except as taken herein.

Acquired or Encumbered Interests:

NAME	NATURE OF INTEREST
Bao Quoc Nguyen and Vy Hien Ngoc Nguyen, married to each other	Owners
Mortgage Electronic Registration Systems, Inc., a Delaware corporation, as nominee for United Wholesale Mortgage	Mortgagee
All other parties unknown, together with unknown successors, assigns, heirs, devisees and spouses, if any	Any right, title or interest within the acquired portion of the Subject Property

Notwithstanding the foregoing attempt to identify all interests held by a party named herein, it is Petitioner's intention to acquire or encumber all interests owned or claimed by the named respondents in the Subject Property within the taking areas described above.

STATE OF MINNESOTA

IN DISTRICT COURT

COUNTY OF HENNEPIN

FOURTH JUDICIAL DISTRICT
Case Type: Condemnation

The City of Brooklyn Center, a municipal corporation under Minnesota law,

Petitioner,

vs.

WSK Professional Bldg., L.L.C. et al.,

Respondents.

Court File No. 27-CV-20-15230
Judge: Susan N. Burke

REPORT OF COMMISSIONERS
PARCEL 22

We, the undersigned Commissioners, appointed in this matter by Order of this Court, do hereby report as follows:

I.

We met as directed by this Court and each took the oath prescribed by law.

II.

After notice, we viewed the property identified as Parcel 22 described on Exhibit A of the Order Approving Petition and Transfer of Title and Possession ("Order") as to Parcel 22, filed on February 23, 2021.

III.

After notice of meeting and an opportunity for possible claimants to be heard, we make the below award for damages as to Parcel 22 arising from the Order. The award is based on the commissioners viewing of said real estate and the Stipulation of Settlement for Parcel 22, attached hereto as Exhibit A, which we received and accepted.

We heard no testimony relative to this taking nor reviewed any appraisal or other

evidence of fair market value or damages related to the taking, other than the Stipulation, Exhibit A:

TO: Baon Quoc Nguyen & Vy Hien Ngoc Nguyen,	$15,700.00
TO: Mortgage Electronic Registration Systems, Inc.	0
TO: All other parties unknown, together with unknown successors, assigns, heirs, devisees and spouses, if any	0
TOTAL DAMAGES TO ALL PARTIES:	**$15,700.00**

The foregoing award assumes that the above-referenced property is free of all pollutants, contaminants and hazardous wastes. We have not assessed any damages for the presence of pollutants, contaminants, and hazardous wastes on the subject property. This award is made with the express understanding that the Petitioner, the City of Brooklyn Center, has reserved all rights to recover damages, testing costs and cleanup-costs attributable to the existence of pollutants, contaminants or other hazardous wastes on the property from the Respondents in a separate legal action.

Dated: _____, 2023

_____
Joel Seltz
Commissioner

Dated: _____, 2023

_____
Richard Black
Commissioner

Dated: _____, 2023

_____
Craig Harrington
Commissioner

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

Give Form to the requester. Do not send to the IRS.

Print or type. See **Specific Instructions** on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
6331 Brooklyn Boulevard

Requester's name and address (optional)
City of Brooklyn Center

6 City, state, and ZIP code
Brooklyn Center, MN 55429

7 List account number(s) here (optional)
— N/A —

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
585-93-6017

or

Employer identification number
__-_____

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person** ▶ [signature] **Date** ▶ July 07 2023

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting,* later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the instructions for Part II for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code,* later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships,* earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code,* later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over $600 required to be reported and direct sales over $5,000[1]	Generally, exempt payees 1 through 5[2]
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester,* later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at *www.SSA.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/Businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. Go to *www.irs.gov/Forms* to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to *www.irs.gov/OrderForms* to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code,* earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account[1]
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor[2]
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee[1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner[1]
6. Sole proprietorship or disregarded entity owned by an individual	The owner[3]
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	**Give name and EIN of:**
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity[4]
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)

2—The United States or any of its agencies or instrumentalities

3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

4—A foreign government or any of its political subdivisions, agencies, or instrumentalities

5—A corporation

6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession

7—A futures commission merchant registered with the Commodity Futures Trading Commission

8—A real estate investment trust

9—An entity registered at all times during the tax year under the Investment Company Act of 1940

10—A common trust fund operated by a bank under section 584(a)

11—A financial institution

12—A middleman known in the investment community as a nominee or custodian

13—A trust exempt from tax under section 664 or described in section 4947

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov*. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at *spam@uce.gov* or report them at *www.ftc.gov/complaint*. You can contact the FTC at *www.ftc.gov/idtheft* or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see *www.IdentityTheft.gov* and Pub. 5027.

Visit *www.irs.gov/IdentityTheft* to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

Council Regular Meeting

DATE: 7/24/2023

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: Jesse Anderson, Community Development Director
BY: Ginny McIntosh, City Planner and Zoning Administrator

SUBJECT: Resolution Ratifying the Approval of the Preliminary and Final Plat for NORTH 100 BUSINESS PARK ADDITION and Authorizing Final Plat Recording

Requested Council Action:

- *Motion to adopt resolution ratifying the approval of the preliminary and final plat for NORTH 100 BUSINESS PARK ADDITION and authorizing final plat recording.*

Background:

The NORTH 100 BUSINESS PARK ADDITION would re-plat approximately 15 acres of land currently identified as Registered Land Survey No. 0936, Hennepin County, Minnesota, commonly known as the former Sears Department Store and Auto Center, and addressed as 1297 Shingle Creek Crossing, into two parcels.

The requests for preliminary and final plat approval were initially contemplated under Planning Commission Application No. 2022-004, which outlined additional requests for a re-zoning, establishment of a Planned Unit Development, and amendments to the City's Zoning Code and 2040 Comprehensive Plan to allow for the redevelopment of the Subject Property to approximately 230,000-square feet combined (120,000-square feet and 110,000-square feet, respectively) of business park redevelopment.

City Council approved the preliminary and final plat based upon certain approval conditions on August 8, 2022 under City Council Resolution No. 2022-76 (*Resolution Regarding the Recommended Disposition of Planning Commission Application No. 2022-004 for a Re-Plat, Rezoning, and Establishment of a Planned Unit Development and Amendments to the Zoning Code and 2040 Comprehensive Plan to Allow for Redevelopment of the Former Sears Site and Construction of Two Business Park Buildings of Approximately 230,000-Square Feet Combined and Related Site Improvements)*.

The reason for the delay of project start and recording of the plat is multi-faceted: the Applicant had to work through certain parking easement requirements outlined as conditions of approval and subsequent parking alterations with the Adjacent Property Owner, Gatlin Development Company, went through two rounds of applications to the Metropolitan Council for Tax Base Revitalization Account (TBRA) funding for abatement of asbestos abatement (of which they were awarded $863,400 in January 2023), and have had to navigate changes to market conditions. As such, Scannell Properties, Inc. has submitted an application for consideration of Public Subsidy/Tax Increment Financing—a work session is scheduled for July 24 to discuss this request.

The Applicant has no plans at this time to alter the approved preliminary and final plats for NORTH 100

BUSINESS PARK ADDITION; however, as Section 35-8107 (*Final Plat*) of the City Code of Ordinances requires final plats to be recorded with the Hennepin County Registrar of Titles within one (1) year after date of approval, the City Attorney has previously recommended that a resolution be prepared to reflect the intent to record the final plat with the County.

Should City Council approve the resolution ratifying the approval of the preliminary and final plat and authorization to record the final plat, the Applicant will still be beholden to all conditions of approval as outlined within City Council Resolution No. 2022-76 before the final plat/mylar can be recorded.

Copies of the Report for Planning Commission Application No. 2022-004, and City Council Resolution No. 2022-76 have been included as reference, along with a copy of the draft resolution ratifying the preliminary and final plat approvals for NORTH 100 BUSINESS PARK ADDITION authorization for final plat recording.

Budget Issues:

None to consider at this time.

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Targeted Redevelopment

ATTACHMENTS:

Description	Upload Date	Type
Resolution - Ratifying Approval of Preliminary and Final Plat for NORTH 100 BUSINESS PARK ADDITION	7/17/2023	Resolution Letter
Staff Report and Exhibits - Sears Redevelopment - 1297 Shingle Creek Crossing (06.23.2022)	7/17/2023	Backup Material
City Council Resolution No. 2022-76	7/17/2023	Backup Material

Member introduced the following resolution and moved its adoption:

RESOLUTION NO.

A RESOLUTION RATIFYING APPROVAL OF THE PRELIMINARY AND FINAL PLAT FOR NORTH 100 BUSINESS PARK ADDITION AND AUTHORIZING FINAL PLAT RECORDING

WHEREAS, Scannell Properties, Inc. on behalf of Transformco ("the Applicant"), submitted an application for approval of a plat to be titled NORTH 100 BUSINESS PARK ADDITION, which would re-plat approximately 15 acres of land that is currently identified as Registered Land Survey No. 0936, Hennepin County, Minnesota; and

WHEREAS, this request was contemplated as part of a greater request to re-develop what is known as the former Sears Department Store and Auto Center, located at 1297 Shingle Creek Crossing, into two business park-type buildings of approximately 120,000-square feet and 110,000-square feet, respectively, and related site improvements; and

WHEREAS, the Planning Commission heard this matter under Planning Commission Application No. 2022-004 on June 23, 2022, and after the public hearing, acted to forward the application to the City Council with a recommendation that it approve the preliminary and final plat for NORTH 100 BUSINESS PARK ADDITION; and

WHEREAS, on August 8, 2022, the City Council adopted Resolution No. 2022-76 to approve Planning Commission Application No. 2022-004 and its requests for a preliminary and final plat, re-zoning, and establishment of a Planned Unit Development, and amendments to the City Zoning Code and 2040 Comprehensive Plan to allow for redevelopment of the Subject Property subject to certain conditions; and

WHEREAS, Section 35-8107 (*Final Plat*) of the City Code of Ordinances for the City of Brooklyn Center indicates that a final plat must be recorded with the Hennepin County Registrar of Titles within one (1) year after the date of approval or the approval of the final plat shall be considered void; and

WHEREAS, the recording of NORTH 100 BUSINESS PARK ADDITION was delayed as the Applicant worked through certain parking easement requirements outlined as conditions of approval with an adjacent Property Owner, application to and the awarding of grant funding for asbestos abatement through the Metropolitan Council, and due to changes in the market; and

WHEREAS, the City Council determines that requiring the Applicant to go through the entire plat approval process when there have been no changes to the approved plat is not in the public interest and is willing to ratify its earlier approval to allow the plat to be recorded without further process, subject to the Applicant complying with all conditions as outlined under City Council Resolution No. 2022-76.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Center, Minnesota that approval of the preliminary and final plat for NORTH 100 BUSINESS PARK ADDITION is hereby ratified, and authorization to record the final plat may occur subject to the following conditions:

1. The conditions established in the original approvals as outlined under City Council Resolution No. 2022-76 remain in effect; and

2. Prior to recording, the Applicant shall provide the City updated evidence of title satisfactory to the City Attorney and City Planner.

July 24, 2023
Date

Mayor

ATTEST: _____
City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member and upon vote being taken thereon, the following voted in favor thereof:

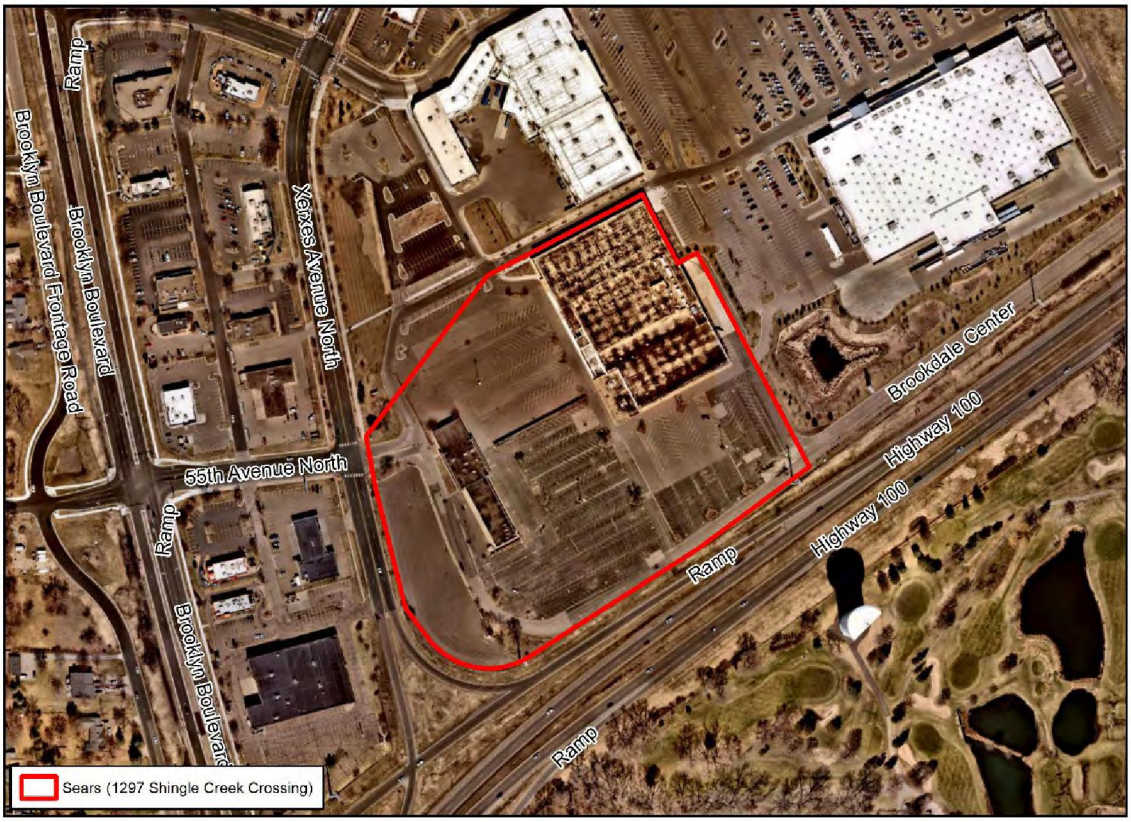
and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

Planning Commission Report
Meeting Date: June 23, 2022

- Application Filed: 05/24/2022
- Review Period (60-day) Deadline: 07/23/2022
- Extension Declared: Yes
- Extended Review Period Deadline: 09/21/2022

Application No.	2022-004
Applicant:	Scannell Properties, Inc (on behalf of Transformco)
Property Owner:	Sears, Roebuck & Company
Location:	1297 Shingle Creek Crossing
Requests:	Preliminary and Final Plat, Comprehensive Plan Amendment, Site and Building Plan, Establishment of a Planned Unit Development/Rezoning and Zoning Code Text/Map Amendment to Remove Subject Property from Central Commerce Overlay District



Map 1. Subject Property Location (1297 Shingle Creek Crossing)

Requested Action

Scannell Properties, Inc. on behalf of Transformco ("the Applicant") is requesting review and consideration of a proposal that would allow for the re-plat and subsequent re-development of the former Sears site, which encompasses a two-story Sears department store and Sears Auto Center on approximately 15-acres at 1297 Shingle Creek Crossing ("the Subject Property"). As proposed, the redevelopment would result in construction of two business park-type buildings, of approximately 120,000-square feet and 110,000-square feet, respectively, and related site improvements.

Due to the nature of the request, approval of a site and building plan, preliminary and final plat, and a re-zoning and establishment of what would be a new Planned Unit Development (PUD) is required. A zoning code text amendment is also necessary to remove the Subject Property from the Central Commerce Overlay District, in addition to a comprehensive plan amendment to accommodate a future land use re-designation. Refer to Exhibit A for the provided project narrative and plans.

As part of the application process, a public hearing notice was submitted to the Brooklyn Center *Sun Post* for publication on June 9, 2022 (Exhibit B), and notices were mailed to property owners within vicinity of the Subject Property. A virtual meeting was also held with the public by the Applicant to discuss the proposed re-development and market needs.

Development Pattern



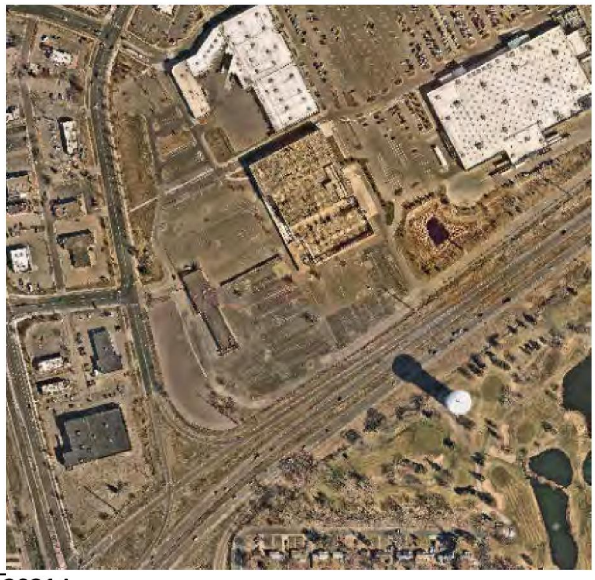
1956 Imagery



1962 Imagery



1971 Imagery



2021 Imagery

Image 1. Historical and Current Imagery of Sears Area (Courtesy: MHAPO, Hennepin County).

Existing Conditions



Image 2. Existing Site Conditions at Subject Property.

Background

Although the Sears Department Store and Sears Auto Center closed their doors in 2018, it was not until late 2020 that Sears initiated a formal process to solicit offers from private parties to acquire the approximately 15-acre Subject Property. It was through a merger agreement that Transformco began

conducting its own market analysis and worked with local brokers to identify a feasible re-use for the Subject Property. Following a Request for Proposals (RFP) in late 2020, a redevelopment partner, Scannell Properties, Inc. was selected.

Since their respective closures, both buildings have also water main breaks, and a major break at the Sears Auto Center in 2019 required issuance of a pumping discharge permit from the Minnesota Pollution Control Agency (MPCA), and water sampling to be conducted for contaminants. Despite the parking lots and entrances having barriers in place, City staff regularly conduct checks on the buildings due to numerous break-ins, which require the buildings to be swept due to life, health, and safety concerns, and re-secured.

On April 28, 2021, City Council authorized an application to the Metropolitan Council's Tax Base Revitalization Account (TBRA) for funding to assist with the environmental remediation of the Subject Property; however, said application did not move forward in the funding process. A subsequent application to the Environmental Response Fund (ERF) was submitted to Hennepin County in the amount of $163,000, which was awarded for assistance in preparing a Phase I Environmental Site Assessment (ESA), a Phase II ESA, a Response Action Plan, associated consulting activities, and any associated Minnesota Pollution Control Agency (MPCA) fees. Scannell Properties, who specializes primarily in light industrial and commercial business center-type products, subsequently conducted due diligence on the Subject Property, including an environmental assessment. As part of this assessment, it was determined there was significant asbestos present that would require remediation prior to any demolition.

A concept review was held with City Council on May 24, 2021, with a follow-up review occurring on November 22, 2021 (Exhibit C). It was during these reviews that City Council was presented with a proposal to re-develop the Subject Property with a speculative light-industrial and office use. During the May concept review, City Council provided feedback on the initial concept plan, of which included requests to provide a greater mix of uses, a site layout and design that adds value to the adjacent Shingle Creek Crossing shopping center, and an overall high finish level on the buildings, with four-sided architecture, and a focus on enhancing the Highway 100 frontage.

A follow-up with Council was requested by the Applicant in November 2021 to further discuss their proposal, a revised concept plan, and how they might better align with City goals. City staff also requested Julie Kimble of KimbleCo to participate in a discussion on behalf of the City to ensure a collective understanding of the City's goals as well as current market realities in the Twin Cities and constraints on the Subject Property.

The Subject Property is currently zoned PUD/C2 (Planned Unit Development/Commerce) District, and the underlying C2-Commerce District primarily allows for retail and service type uses. This zoning designation is specific to the former Brookdale Mall, and any reuse of the Subject Property would require a re-zoning to a new Planned Unit Development as the current PUD in place was structured to accommodate the continued operations of Sears following demolition of the Brookdale Mall and re-development of the surrounding lands into what is the Shingle Creek Crossing retail center today.

As proposed, the Subject Property would require a re-zoning to PUD/MX-B (Planned Unit Development/Business Mixed-Use) District, which aligns more closely with the City's current I-1 (Industrial Park) District. Given this re-designation, the City is also requesting a future land use re-designation of the Subject Property under the 2040 Comprehensive Plan from TOD (Transit-Oriented Development) to B-MU (Business Mixed-Use).

Site Data:

2040 Land Use Plan:	TOD (31.01-130 Dwelling Units per Acre)
Neighborhood:	Centennial
Current Zoning:	Planned Unit Development/Commerce District (PUD/C2) | Central Commerce Overlay District
Site Area:	Approximately 15 Acres

Surrounding Area:

Direction	2040 Land Use Plan	Zoning	Existing Land Use
North	TOD	PUD/C2 District and Central Commerce Overlay District	Commercial
South	ROW	N/A	Highway 100 (Major Highway)
East	TOD	PUD/C2 District and Central Commerce Overlay District	Commercial
West	TOD	C2 (Commerce) District and Central Commerce Overlay District	Commercial

REQUESTS

PRELIMINARY AND FINAL PLAT

As proposed, the Applicant intends to re-plat the Subject Property to satisfy lending requirements for separate entities for each building. The existing Registered Land Survey No. 0936, which encompasses the former Sears Department Store, Sears Auto Center, and site improvements, would therefore be re-platted to accommodate the two proposed buildings as Lot 1, Block 1 (approximately 8.07 acres and encompassing Building A of approximately 110,000-square feet), and Lot 2, Block 1 (approximately 7.19 acres and encompassing Building B of approximately 120,000-square feet), of the NORTH 100 BUSINESS PARK ADDITION.

Although the buildings would be located on separate lots, their access points, truck court, and select site improvements would be would be shared. The proposed redevelopment would also require shared access agreements with the adjacent Shingle Creek Crossing, given that their proposed off access off 55th Avenue North and along the frontage road running parallel to Highway 100 runs through the Shingle Creek Crossing development.

The Applicant indicated that there are no proposals to vacate any public easements on the Subject Property at this time; therefore, no separate vacation process is required.

City staff conducted a review of the submitted preliminary and final plat against City Code requirements, and specifically Section 15 (*Platting*) of the City Code of Ordinances and indicated that a 10-foot drainage and utility easement would need dedication on the plat around the entire perimeter of the Subject Property. All proposed utilities and stormwater management facilities will need to be constructed within this easement and an additional utility easement would need to be dedicated on the plat for any private water main and sanitary lines to account for future maintenance access and per the Utility Facilities Easement Agreement, which will also be required as a condition of approval.

As noted in the redlines provided by City staff, the Applicant will need to revise the submitted final plat to account for missing drainage and utility easements, missing square footage totals for each proposed lot, as required under Section 15-105.B.b.1 (*Platting*), and address minor comments regarding the locations of certain symbology and bearings.

Based on the above noted findings, City staff recommends the Planning Commission recommend City Council approval of the submitted preliminary and final plat for the NORTH 100 BUSINESS PARK ADDITION, subject to the Applicant complying with the outlined Conditions of Approval, and approval of the related site and building plan, Planned Unit Development/re-zoning, Zoning Code text amendment, and Comprehensive Plan Amendment requests.

COMPREHENSIVE PLAN AMENDMENT

A comprehensive plan amendment is required anytime a community changes any part of a municipality's adopted comprehensive plan, including, but not limited to:

- Changes resulting from neighborhood or small area planning activities
- Land use changes to allow a proposed development
- Proposed forecast changes to proposed MUSA (Metropolitan Urban Service Area) changes in service or staging
- Text changes to revise a policy or land use category
- Routine updates to incorporate new information or update a public facilities agreement

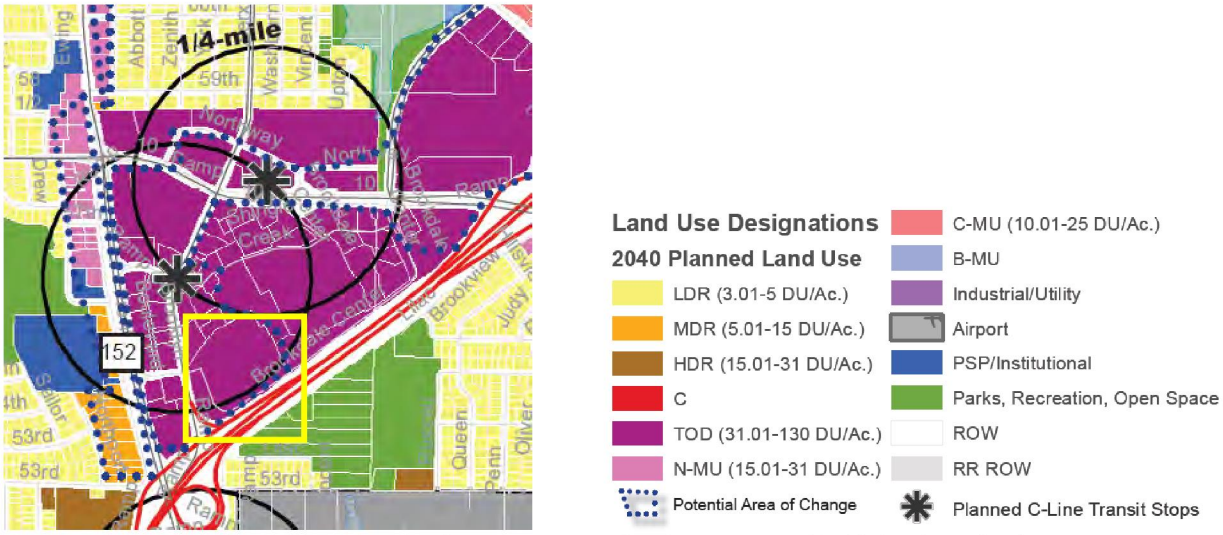
These requests are ultimately submitted to the Metropolitan Council for review and final approval; however, they require a recommendation from the local planning body, and local governing body authorization for the amendment. In certain cases, an adjacent jurisdictional review is also required to allow for other affected municipalities and districts to weigh in on any potential impacts.

The Subject Property currently has a future land use designation of Transit-Oriented Development (TOD), which allows for a range of 31.01 to 130 dwelling units per acre, and is a new land use designation under the 2040 Comprehensive Plan. The request is to re-designate the Subject Property to Business Mixed-Use (B-MU), which is also a new land use designation that guides for a mix of business, light industrial, and supporting retail/service uses, and is intended to create a more dynamic and connected experience for potential workers in these areas.

During the undertaking of the 2040 Comprehensive Plan, the Subject Property was still in operation as a Sears department store and auto center. The aforementioned businesses closed well into the updating of the City's Comprehensive Plan and given that the properties had (1) continuously operated since 1962, (2) ownership had provided no clear direction as to their potential re-use, and (3) a market study had not yet been completed, the City guided the Subject Property to TOD given its proximity to a Bus Rapid Transit (BRT) stop, and its ability to offer a broad mix of land use options, with a minimum of 75-percent of this designation slated for high-density residential use, and the remaining 25-percent slated for supporting retail, office, and commercial uses. Although the Subject Property was in transition during this process, the 2040 Comprehensive Plan denotes the Subject Property as a "potential area of change." Refer to Map 2 below.

The 2040 Comprehensive Plan recognized that not all of the properties guided under the TOD designation would be appropriate housing sites, and indicated that other areas, such as the City's Opportunity Site,

would likely take the bulk of housing needs; whereas other sites located around Xerxes and Brooklyn Boulevard would be more accommodating and capable of providing commercial uses and a jobs base.

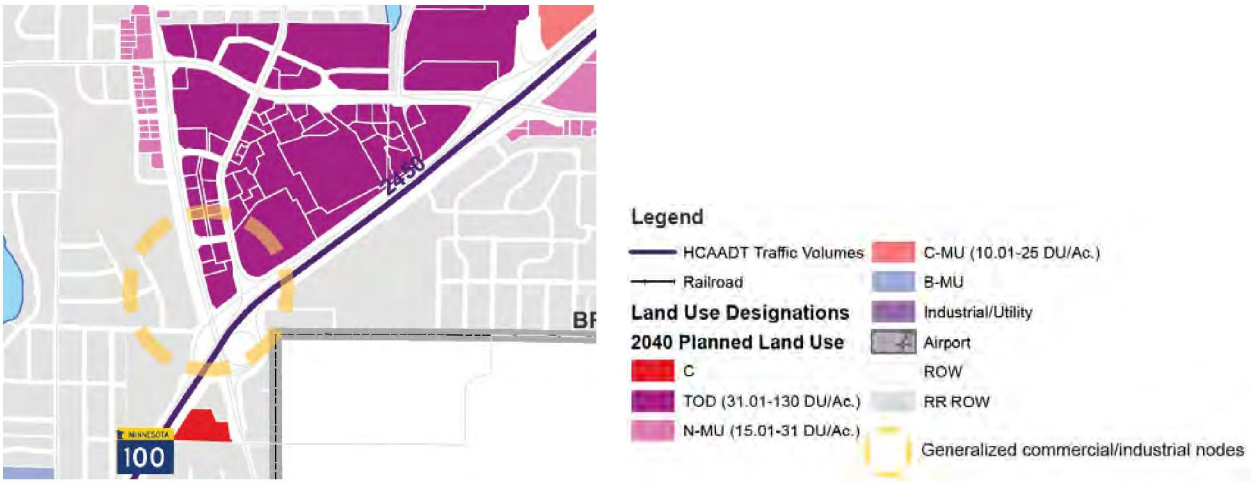


Map 2. 2040 Future Land Use Plan and Redevelopment Areas with Subject Property (highlighted in yellow).

That said, the 2040 Comprehensive Plan did not contemplate light industrial and business-mixed uses on the Subject Property, and as such, a Comprehensive Plan Amendment would be required if a development were to move forward. Despite the Subject Property's proximity to adjacent transit and shopping, the Subject Property, and those properties fronting this southern extent of Xerxes Avenue North are relatively isolated from the adjacent centers of activity along Bass Lake Road (County Road 10) and Brooklyn Boulevard.

It is hoped that a re-designation to B-MU would address the 2040 Comprehensive Plan's goal of creating a vibrant business center via the creation of experience and by promoting and encouraging businesses, commercial users, retailers, and in some cases, households, to plan for interconnected systems that result in a more active and vibrant center. Given that the adjacent Shingle Creek Crossing development has yet to fully build-out, it is also hoped that the draw of additional jobs and activity to the Subject Property would create the additional energy and traffic needed to develop the remaining Shingle Creek Crossing Lots.

The 2040 Comprehensive Plan notes that the City has experienced significant change in the past decade with respect to its changing demographics and land use patterns. With the closure of the Brookdale Mall and numerous supporting retailers and service providers, and the major shifts and changes to bricks and mortar retail, the City's core economic engine effectively fizzled out, leaving a large contiguous area of vacant and underutilized land in the core of the City. As the City's core is effectively (re) built out, there are limited opportunities to introduce new, lighter industrial and flex-type uses to the City. As proposed, the buildings would accommodate between one and four businesses per building and the Applicant anticipates the creation of over 200 jobs. The Subject Property also falls within the generalized commercial and industrial node outlined in the 2040 Comprehensive Plan's Freight ADT and System Map (Refer to Map 3 below).

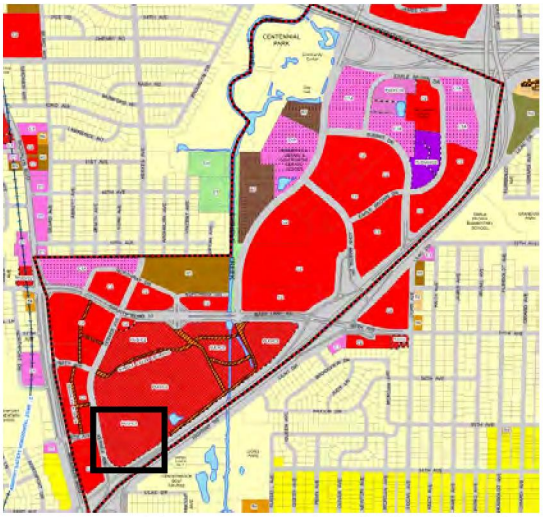


Map 3. 2040 Comprehensive Plan Freight ADT and System Map (highlighted in yellow).

The redevelopment of the Subject Property would likely create a multi-faceted effect, in generating new tax base for the Subject Property, in driving additional traffic and business to the adjacent Shingle Creek Crossing retail development by those working on the Subject Property, and in addressing City staff's daily concerns with the overall safety and securement of the two buildings. The Subject Property's proximity to the adjacent Bus Rapid Transit (BRT) lines off Xerxes Avenue North would also serve as an amenity for and potential employees working at one of the potential businesses on the Subject Property.

Based on the above noted findings, City staff recommends the Planning Commission recommend City Council approval of the requested amendment to the 2040 Comprehensive Plan to allow for a re-designation of the Subject Property from TOD (Transit-Oriented Development) to B-MU (Business Mixed-Use), subject to the Applicant complying with the outlined Conditions of Approval, approval of the related preliminary and final plat, site and building plan, Planned Unit Development/re-zoning, and Zoning Code text amendment requests, and contingent upon final approval from the Metropolitan Council.

ZONING CODE AMENDMENT



Map 4. Central Commerce Overlay District and Subject Property (highlighted in black).

Overlay districts generally apply an extra level of regulations or development criteria above the standard underlying zoning district. The Central Commerce Overlay District is an area roughly bounded by I-694 on the north, Highway 100 on the south and east, Brooklyn Boulevard on the west, and Shingle Creek on the north, and includes a specific list of permitted and prohibited uses.

In July 2018, and with the closure of the Sears Department Store imminent, City Council adopted an interim ordinance to authorize a study and place a moratorium on the Subject Property, as it was the last remaining remnant of the former Brookdale Mall and had been excluded from the master planning activities that took place as part of the Shingle Creek Crossing redevelopment. It was during this moratorium that City staff reviewed the existing zoning code and suggested several amendments to the Central Commerce Overlay District to remove the least desirable uses from being permitted within the Central Commerce Overlay District. A work session was held by City Council in July 2019 to further address a potential land use study of the Subject Property and moratorium, and in August 2019, City staff brought forth amended language that clarified permitted and prohibited uses under Section 35-2240 (*CC Central Commerce Overlay District*), which were subsequently approved by City Council.

The Applicant is requesting an amendment to the Zoning Code and associated map (refer to Map 4 above) to remove the Subject Property from the Central Commerce Overlay District, and whose uses are outlined in Section 35-2240 (*CC Central Commerce Overlay District*), as the proposed usage is not explicitly outlined as either a permitted or prohibited use. As the development proposal is speculative in nature, City staff has worked with the Applicant to put parameters on the flexibilities that would be granted under this proposal—specifically, that limits be placed on the industrial/warehouse usage of the Subject Property, and that no outdoor storage be permitted.

City staff feels that these requests are in keeping with the intent of the amendments approved in 2019 by City Council, which placed additional prohibitions on auto repair establishments (i.e. existing auto repair establishments can continue as lawfully existing so long as in continued operation prior to October 1, 2019), gas stations, truck and trailer rental establishments, and indoor storage establishments. The Central Commerce Overlay District has long held prohibitions on standalone sauna and massage establishments, currency exchanges, pawn shops, and secondhand goods dealers.

As part of the ongoing Zoning Code update, the Central Commerce Overlay District is slated for removal; however, as that work is not yet complete, the submitted proposal requests the removal of this property from the Overlay District. In 2019, a similar request was made and approved by City Council as part of the redevelopment of the former Jerry's Foods site (5801 and 5803 Xerxes Avenue North) into a combined 270-units of housing across two multi-family residential buildings, now known as Sonder House and Sonder Pointe, and approval of the Crest Apartments expansion in 2021 (6221 Shingle Creek Parkway) required removal from the Overlay District as well.

Based on the above noted findings, City staff recommends the Planning Commission recommend City Council approval of the requested amendment to the City's Zoning Code to allow for the removal of the Subject Property, located at 1297 Shingle Creek Crossing, subject to the Applicant complying with the outlined Conditions of Approval, and approval of the related preliminary and final plat, site and building plan, Planned Unit Development/re-zoning, and Comprehensive Plan Amendment requests.

PLANNED UNIT DEVELOPMENT | REZONING

Section 35-355 (*Planned Unit Development*) of the City's Zoning Code notes that upon the rezoning for a PUD, the district shall be designated by the letters "PUD" followed by the alphanumeric designation of

the underlying zoning district, which may be either the prior zoning classification or a new classification. Given that the major update to the City Zoning Code is currently underway and changes to districts are anticipated in order to align with the 2040 Comprehensive Plan, the request would be to re-zone following guidance from the 2040 Comprehensive Plan future land use designations for the Subject Property. This allows for flexibility within the Zoning Code for developments which are either not defined or outlined as a use under the existing regulations. PUDs are often used to achieve a higher quality development, or achieve other City goals, in exchange for zoning flexibility from the City Code.

PUDs may only contain uses consistent with the City's Comprehensive Plan and the uniqueness of each PUD requires that specifications and standards for streets, utilities, public facilities, and the approval of a land subdivision may be subject to modifications from the City ordinances generally governing them—essentially the City Council may approve plans that are not in compliance with the usual specifications or ordinance requirements where it is found that such are not required in the interests of residents or the City, although plans shall comply with all watershed, state, and federal storm water, erosion control, and wetlands requirements.

As proposed, the request would be to re-zone from PUD/C-2 (Planned Unit Development/Commerce) District to a new PUD with an underlying Business Mixed-Use designation (PUD/MX-B). Official Zoning Map records indicate that the Subject Property was zoned B-2 (Regional Business District) in 1961, but later zoning map records indicate that the property was designated as a C2 (Commerce) District property by 1972.

In 1999, the City approved the establishment of a Planned Unit Development (PUD), which comprehended, "new site and building plan approvals for the expansion, redevelopment, and rejuvenation of the Brookdale Regional Shopping Center," and certain variations to allow for reduced green strips, non-major thoroughfare setbacks, parking dimensional standards, parking ratios, and increases in allowable restaurant use and freestanding signage.

In 2011, the City approved City Council Resolution No. 2011-128 (Exhibit D), which approved an amendment to the 1999 Brookdale Regional Shopping Center Mall PUD redevelopment plans the Subject Property had been subject to, and in response to recent City approvals for the Shingle Creek Crossing Planned Unit Development, as approved under City Council Resolution No. 2011-85. The aforementioned amendment in 2011 allowed for certain parking ratio reductions, a reduction in the drive aisle parking widths, and a zero-lot line setback along certain portions of the Subject Property.

The plans submitted and as contemplated under Planning Commission Application No. 2022-004 would require certain flexibilities to account for the speculative nature of the two proposed business park type buildings. The current Zoning Code does not contemplate speculative uses; therefore, establishment of a Planned Unit Development is requested to provide parameters in granting these flexibilities. Similar examples of light industrial type developments in Brooklyn Center include the PUDs established to allow for the redevelopment of lands off France Avenue North and Highway 100 (i.e. 4001 Lakebreeze Avenue North), and a PUD established in 1995 for a speculative business park development constructed in the 1980s off Parkway Circle and Shingle Creek Parkway (e.g. 6601 Shingle Creek Parkway), which required certain common parking allocations between buildings and access.

The City has requested that a minimum of 20-percent finished space be accommodated within the development, with the remaining (maximum) 80-percent for industrial-warehouse use. The Applicant indicated an openness in maintaining this split of use; however, requested that the 20-percent use be set

for “non-warehouse uses.” The Applicant indicated that the language noted below was used during the approval process for another project in Arden Hills to define “non-warehouse uses” and proposes to utilize the same language for this request:

> “Warehousing and wholesaling shall not exceed 80 percent of the total floor area. The remaining 20 percent of the total floor area shall be non-warehouse uses such as a combination of uses including, but not limited to, office, manufacturing, production, research and development, lab and/or showroom.”

The Applicant further indicated in their submitted narrative that these types of uses typically attract office, warehouse, manufacturing, production, lab, and research and development type users.

For the purposes of calculating trip generation and parking needs, the traffic memo submitted by the Applicant contemplates an 80 percent industrial warehouse use, with remaining 20 percent office use. The Applicant further indicated that “non-warehouse uses” would provide less constraints for potential users—for example, the Applicant has indicated that medical manufacturing users will typically provide less than 20% office space; however, they could have well over 20 percent of a space allocated to lab, clean rooms, and production space.

City staff is supportive of this flexibility, particularly as the aforementioned 1995 PUD development located off Parkway Circle and Shingle Creek Parkway was amended in 2019 as the use restrictions placed on each of the buildings in the development were found to be too restrictive and the combination of use restrictions and lower clear heights had resulted in issues filling vacancies. Since the amendment was approved, the Property Owner of that development has been successful entirely vacant buildings with new users.

As approval of any development plan for the Subject Property shall constitute a re-zoning to PUD, approvals to establish a PUD require the City Council to base its actions on the re-zoning under the following criteria:

1. Compatibility of the plan with the standards, purposes, and intent of this section (Section 35-355);
2. Consistency of the plan with the goals and policies of the Comprehensive Plan;
3. The impact of the plan on the neighborhood in which it is to be located; and
4. The adequacy of internal site organization, uses, densities, circulation, parking facilities, public facilities, recreational areas, open spaces, and buffering and landscaping.

With regard to the intended rezoning, Section 35-208 (*Rezoning Evaluation Policy and Review Guidelines*), outline that it is the City’s policy that:

- **a.** Zoning classifications must be consistent with the Comprehensive Plan; and
- **b.** Rezoning proposals shall not constitute “spot zoning,” defined as a zoning decision which discriminates in favor of a particular landowner, and does not relate to the Comprehensive Plan or to accepted planning principles.

Furthermore, requests for re-zonings should be assessed against a series of guidelines outlined under the City’s Zoning Code:

- **a.** Is there a clear and public need or benefit?
- **b.** Is the proposed zoning consistent with and compatible with surrounding land use classifications?
- **c.** Can all permitted uses in the proposed zoning district be contemplated for development of the Subject Property?

d. Have there been substantial physical or zoning classification changes in the area since the Subject Property was zoned?

e. In the case of City-initiated rezoning proposals, is there a broad public purpose evident?

f. Will the Subject Property bear fully the ordinance development restrictions for the proposed zoning districts?

g. Is the Subject Property generally unsuited for uses permitted in the present zoning district, with respect to size, configuration, topography, or location?

h. Will the rezoning result in the expansion of a zoning district, warranted by:

1. Comprehensive Planning;
2. The lack of developable land in the proposed zoning district; or
3. The best interests of the community?

i. Does the proposal demonstrate merit beyond the interests of an owner or owners of an individual parcel?

Based on the above noted findings, City staff recommends the Planning Commission recommend City Council approval of the requested establishment of a Planned Unit Development to allow for the re-zoning of the Subject Property, located at 1297 Shingle Creek Crossing, to Planned Unit Development-Business Mixed-Use District (PUD/MX-B), subject to the Applicant complying with the outlined Conditions of Approval, and approval of the related preliminary and final plat, site and building plan, Zoning Code text amendment, and Comprehensive Plan Amendment requests.

SITE AND BUILDING PLAN

Site Design

The Subject Property is home to the last remaining remnant of the former Brookdale Mall, which was demolished in the early 2010s and redeveloped into the Shingle Creek Crossing retail shopping center we see today. The Sears Department Store and adjacent Sears Auto Center remained open and active as businesses up until 2018. To that end, Shingle Creek Crossing effectively developed so as to primarily accommodate the obtrusive Sears Department Store.

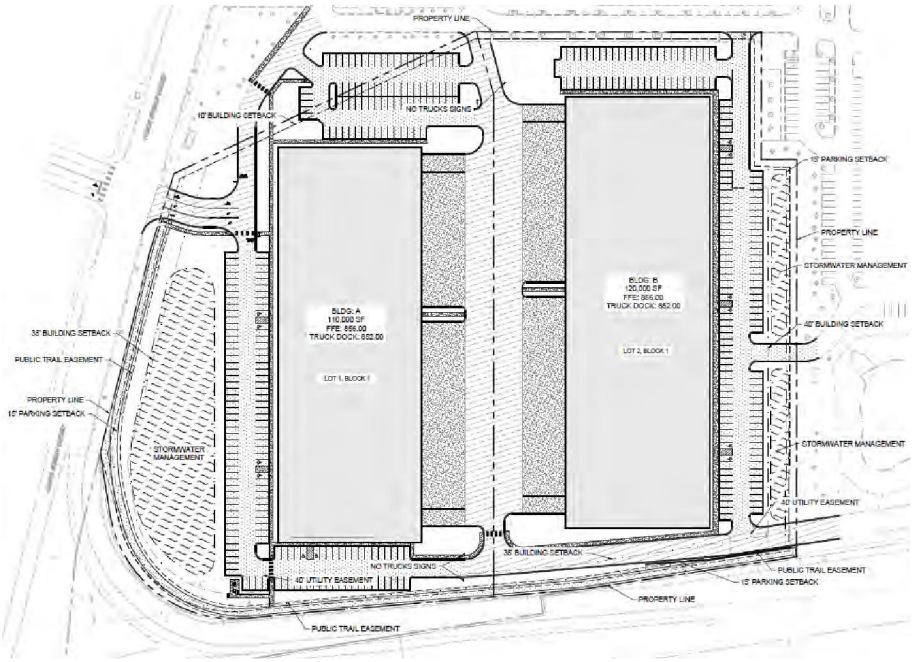


Image 3. Submitted Site Plan for Subject Property.

Setbacks

As proposed, the Subject Property would be subdivided to accommodate two new buildings, and of approximately 120,000 and 110,000-square feet in size. Assuming the two new lots, and with respect to the draft Business Mixed-Use District provisions and the currently en force I-1 (Industrial Park) District provisions as reference, the following building setbacks are provided:

Minimum Setbacks (Feet)	MX-B (Business Mixed-Use) - Draft	I-1 (Industrial Park) - Current	Building A (110,000 SF)	Building B (120,000 SF)
Front	35	50	148	71
Corner Side	35	50	83	58
Interior Side	10	10	34	90
Rear	25	25	98	99

Table 1. Existing and Proposed Setbacks for Subject Property.

Traffic | Access | Parking | Circulation | Connection

As proposed, primary site access would be gained from an existing drive off 55th Avenue North and Xerxes Avenue North on the west, with connections to the surrounding access drives shared with adjacent Shingle Creek Crossing properties.

The truck route would be accessible inbound from the north and south entrance points within Shingle Creek Crossing; however, trucks would need to exit the Subject Property via the south access road, which continues up towards Shingle Creek Parkway and Bass Lake Road (County Road 10). This is the same access road utilized by trucks making deliveries to the adjacent Walmart (1200 Shingle Creek Parkway). Primary truck access would be gained along the south portion of the Subject Property utilizing an extension of the access road running parallel to Highway 100 and up to Shingle Creek Parkway and Bass Lake Road (County Road 10). The Applicant indicates that while the western drive would be maintained, signage would be installed, and the drive aisles narrow so as to minimize the likelihood of truck drivers traversing through the western drive aisle towards Xerxes Avenue North (Building A).

The main access entry off Xerxes Avenue North (55th Avenue North) was modified to provide one in-bound lane, which would enter a "T" intersection internal to the Subject Property. The Applicant has indicated that they have been in communication with the Shingle Creek Crossing property owner (Gatlin Development Company) regarding their proposed easement parking lot of 18 spaces, access, and site improvements.

City staff requests that as part of any approvals, the Applicant submit detailed vehicle turning and tracking movement diagrams for delivery vehicles and garbage trucks to demonstrate specific and actual routes. It is also requested that truck traffic be concentrated along the south access road when possible and directional signage provided so as to minimize truck traffic along the north and west drives, and particularly as the drive aisle widths and turns do not appear conducive to truck traffic. City staff has also set an expectation that conflicts between pedestrians and vehicular traffic along the north drive be minimized through utilization of this south access road.

As the project engineer (Kimley-Horn) has also designed and maintained the Planned Unit Development master plans for the adjacent Shingle Creek Crossing, it was noted that the proposed truck access routing would maintain consistency with the Shingle Creek Crossing (SCC) Delivery Circulation Exhibit provided in the master plan set.

The Applicant submitted a full civil plan set, including site plans and a traffic generation memo, prepared by Kimley-Horn, and last revised June 9, 2022. Per City staff request, the original traffic generation memo provided, which solely reflected an industrial use, was revised to reflect 80-percent industrial and 20-percent office use. City staff reviewed the aforementioned memo and deemed it acceptable; however, the Applicant will need to meet any and all requirements as outlined in the reviews conducted by the Minnesota Department of Transportation and Hennepin County.

Hennepin County provided feedback to City staff following reviews with their plat review committee representatives from traffic operations and bicycle and pedestrian planning. They anticipate minimal impacts to Brooklyn Boulevard (CSAH 152), despite additional morning peak hour trips, as the change in use from department store and automobile parts and service center to industrial and office would create an overall reduction in trips.

MnDOT initially prepared a memo in March 2022 and requested that a Traffic Impact Study be completed to accurately evaluate impacts to the trunk highway system.

City staff reviewed the submitted overall site plan (Sheet C300) with the assumption of 80-percent industrial and 20-percent non-warehouse use (i.e. "office" for the purposes of calculating minimum parking). Similar stipulations were placed on approval of Planning Commission Application No. 2021-006, which was approved for the redevelopment of a former bowling alley located at 6440 James Circle North for an approximately 64,000-square foot business-flex building adjacent to existing hotels, office, and restaurants, and also located in a proposed area of redevelopment under the 2040 Comprehensive Plan.

Assuming this, a minimum of 368 parking spaces would be required on the Subject Property. As proposed, the Applicant has provided 357 parking spaces, with an additional 18 parking spaces proposed as part of an easement that would be located on the Shingle Creek Crossing development (Refer to Table 2 below). The Applicant would need to work with the adjacent property owner (Gatlin Development Company) to obtain any necessary parking and access easements.

Parking Use	Minimum Required Parking Spaces	Provided Parking Spaces (in bold)
Industry and Wholesale *Note: Assumes approximately 184,000 square feet of this use (80%)*	*One (1) space for every two (2) employees based upon maximum planned employment during any work period* ***or*** *one (1) space for each 800 square feet of gross floor area, whichever requirement is greater.* ***(230 spaces)***	See Total Below
Non-Warehouse ("Office" for purpose of calculating parking on speculative buildings) *Note: Assumes approximately 46,000 square feet of this use (20%)*	*Three (3) spaces for every 1,000 square feet of Gross Floor Area.* ***(138 spaces)***	See Total Below
Proposed Easement Spaces (Shingle Creek Crossing)		18 spaces
ADA	***8 spaces*** *(301 to 400 spaces)*	12 spaces
Total Required Parking	**368 spaces** **(ADA spaces incorporated into total)**	**357 spaces (including 12 ADA spaces)**
Total Provided Parking		**375 spaces** **(ADA spaces and proposed easement spaces incorporated into total)**

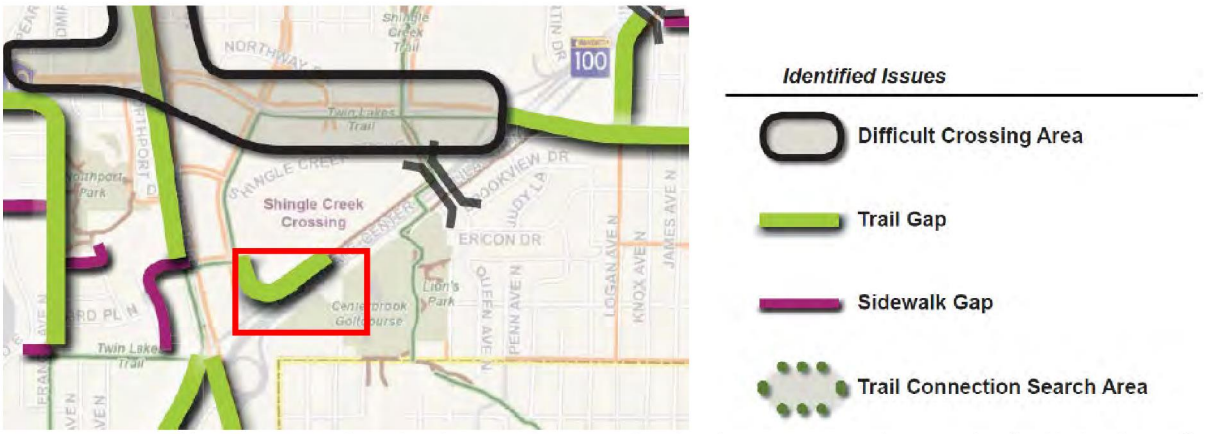
Table 2. Minimum and Provided Parking for Redevelopment of Subject Property (North 100 Business Park).

The Applicant has indicated that the parking counts presented are consistent with those typically provided for a similar development of this size.

In reviewing the proposed loading berths and truck court, the submitted plans comply with the minimum berth requirements as outlined in Section 35-600 (*Off Street Loading*), as a minimum of 4 berths would be required for buildings ranging between 100,000 and 250,000-square feet. The berths would be located more than the minimum 25 feet from any right-of-way intersections, and would be located outside of any required yards. Dimension-wise, the first berth required shall not be less than 12 feet in width and 50 feet in length, with additional berths providing at least 12 feet in width and 25 feet in length. A minimum height of 14 feet is also required. As proposed, the submitted site plans reflect a 60-foot berth depth along each of the respective buildings and an 80-foot wide shared drive aisle for the truck court.

In terms of alternative transportation options, the Subject Property is directly adjacent to bus stops along Xerxes Avenue North that provide BRT service. MnDOT recommended that the Applicant contact Metro Transit to evaluate potential impacts to service given the proximity of existing bus stops, and potential mitigative strategies pending approval of the proposal. As part of City staff review, requests were made to provide additional sidewalk connections along the north end of the Subject Property and to Shingle Creek Crossing, with additional requests to extend certain sidewalk segments and relocate the proposed midblock pedestrian crossing, as it is located on a curve.

The Applicant also intends to complete an existing trail gap as part of the proposal, which would provide continued routing for those utilizing Three Rivers Park District's Twin Lakes and Shingle Creek Regional Trails, as well as a pedestrian bridge that crosses Highway 100 to the neighborhoods adjacent to Centerbrook Golf Course and Lions Park. The Shingle Creek Crossing Development has an existing 18-foot trail easement with 10-foot trail running along Highway 100—the Applicant has proposed a continuation of this section per City staff request and would submit a trail plan and profile as part of any final development plans. Per MnDOT comments, an existing barrier blocking the trail segment near HOM Furniture should be removed pending approval of the proposal.



Map 5. 2014 Brooklyn Center Bicycle and Pedestrian Plan, as outlined in the 2040 Comprehensive Plan (highlighted in red).




Images 4 and 5. Existing Trail Gap and South Access Road—facing west towards Sears (L) and facing east towards Walmart (R).

City staff provided commentary to the Applicant in March and May 2022 with regard to preferred access for semi-truck traffic utilizing the proposed loading bays and truck court, and the Applicant revised the plan sets based on City staff comments. As proposed, access to the loading bays would be provided via the north drive off 55th Avenue North and utilizing an extension to an existing access road running along the southern portion of the Subject Property, parallel to Highway 100. City staff worked with the Applicant through multiple plan iterations to clean up the access and potential internal points of vehicle and pedestrian conflicts off 55th Avenue North and the roadway extension between 55th Avenue North and the Shingle Creek Crossing development. Although a north and west access is maintained off the proposed truck court, the Applicant has indicated installation of "No Trucks" signage on the submitted plans so as to route exiting trucks to the south.

As proposed, the submitted site plans indicate 24-foot wide drive aisles throughout the north parking lots, which is the minimum width required to allow for two-way traffic. The parking area just south and west of Building A (110,000-square feet) indicates a tapering of drive aisle widths from 27 feet down to 25 feet, while the drive aisle just south of Building B (120,000-square feet) is noted at 30-feet in width to accommodate truck traffic, and widths of 25 feet along the eastern edge of the building, which orients towards the west side of Walmart.

The submitted site plan also indicates typical 18-foot parking space depths and 9-foot widths, which satisfy the City's minimum parking dimension requirements as outlined within the Zoning Code.

Lighting

The current Zoning Code notes that, "all exterior lighting shall be provided with lenses, reflectors, or shades, so as to concentrate illumination of the property of the owner or operator of said illumination devices."

A photometric plan was submitted with a fixture specification schedule; however, no minimum, maximum, or average foot candle provisions are provided. City staff also requests the photometric plan be revised to more clearly indicate the property lines, as the Zoning Code specifies that lighting shall not exceed three (3) foot candles measured at property lines abutting residentially zoned property, or 10-foot candles measured at the property lines abutting the street right-of-way or non-residentially zoned properties. As is specified, no glare shall emanate from or be visible beyond the boundaries of the illuminated premises. The photometric plan indicates the fixtures are generally consistent with the current Zoning Code requirements.

Given the intent to re-zone the Subject Property to Business Mixed-Use District (MX-B), City staff reviewed the submittal against the draft lighting requirements, as contemplated in the City's draft Zoning Code update that will ultimately be incorporated into a Unified Development Ordinance (UDO). As part of City staff conversations, the Applicant revised the parking lot light pole heights to fall below the outlined maximum height of 24 feet at finished grade, and no more than 20 feet in height for areas within landscaped areas. It should be noted that the wall pack lighting proposed within the designated truck court is noted at 27 feet to provide sufficient lighting for truck maneuvering.

Although City staff understands the proposal is speculative in nature, the Applicant should ensure sufficient lighting is provided and distributed over all entrances and exits, walkways, and sufficient lighting along all sidewalk connection points off Xerxes Avenue North and towards Shingle Creek Crossing. Per the submitted photometric plans, it does not appear any pedestrian-level lighting is provided along the public facing portions of each building and is for the most part reliant on parking lot lighting. It is requested that the Applicant work with City staff to address options for pedestrian-level lighting pending approval of the submittal and the subsequent build-out of tenant spaces.

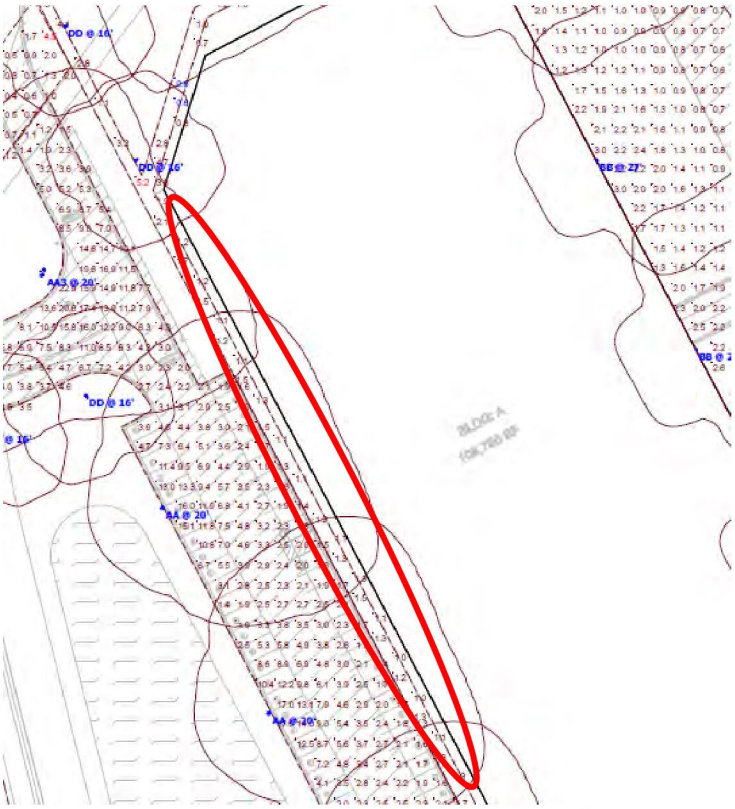


Image 6. Excerpted Section of Photometric Plan-Building A (areas indicated in red).

Although it appears existing lighting will be maintained between the northerly drive running between the Subject Property and adjacent Shingle Creek Crossing development, City staff requests that the Applicant work with the Property Owner of Shingle Creek Crossing (Gatlin Development Company) to ensure the lighting and landscaping is consistent along this segment of transition (see Images 7 and 8 below):




Images 7 and 8. Existing lighting and landscaping between Subject Property and adjacent Shingle Creek Crossing.

Trash | Screening

As the submittal is speculative in nature, no communal trash facilities were depicted on the submitted plan sets. The Applicant did provide detailing within the submitted landscape plans for a trash receptacle to be located at the southwest corner of Building A (110,000 square feet) and in proximity to proposed tables and benches. Pending approval of the submittal, the Applicant shall provide details on the intended location for trash facilities, and detail sheets with revised site plans for any exterior trash enclosures.

All ground mounted equipment (e.g., transformers, mechanical) shall be effectively screened from adjacent public rights-of-way and properties by a solid wall or fence constructed of wood, masonry, or other durable materials that are complementary to the materials used on the primary building. Roof-mounted equipment shall also be screened from view through use of parapets, wall/ fencing materials, or paint to match surrounding colors when visible from the public right-of-way.

As proposed, the Applicant intends to screen the shared truck court from view of Highway 100 with a berm and landscaping and in strategic locations along the north end of the Subject Property, and facing the western edge of Shingle Creek Crossing. Although a fence and retaining wall are indicated on the submitted plan sets as proposed, no detailing is provided. The Applicant shall work with City staff as necessary to determine requirements for placement and permitting.

Architectural Materials



Image 9. 3D Rendering of Proposed Building Exteriors (Subject Property).

The City's Architectural Design Guidelines require at least 50-percent of each elevation (face) of a building to be constructed of Class I materials, with the remainder constructed of Class II materials. An elevation by elevation breakdown of Class I and Class II building materials was provided by the Applicant per City

staff request.

As proposed, both buildings would be designed with similar materials comprised of pre-cast concrete panels textured with stucco texture, a wood-look fiber cement (i.e. Nichiha or approved alternate), and aluminum composite material panels (i.e. Alucobond or approved alternate).

As proposed, the majority composition of each building elevation is glass and pre-cast concrete, which are considered to be Class I building materials under the City's Architectural Guidelines; therefore, the minimum thresholds are met. Nichiha, which is indicated as a Class II material on the submitted architectural plans, has been determined in past projects to be a Class I type building material (i.e. HOM Furniture, located at 2501 County Road 10).

City staff provided feedback to the Applicant in March and May 2022, and it was requested that the Applicant provide enhanced architectural façade treatments along Highway 100, Building A's northwest corner (Xerxes Avenue North), Building B's northeast corner (facing Shingle Creek Crossing), and overall increased articulation and glazing for visual interest. City staff indicated that while the requests would ultimately re-zone the Subject Property to accommodate the use, the Applicant should think creatively for ways to complement the adjacent retail use (Shingle Creek Crossing).

City staff has worked with the Applicant on a few iterations of the site plan and indicated early on that the Applicant should maintain the building line currently in existence today with Buildings 1 through 5 of the Shingle Creek Crossing development (e.g. TJ Maxx, Five Below). Through discussions with the Applicant it was determined that it would be infeasible to bring the building up to the same exact build line due to impacts to the overall provided square footage of each building, and site constraints to parking and drive aisles given the north-south orientation of the proposed buildings.

As part of this submittal, the Applicant indicated revisions to the architectural plans to provide an expanded entry features on the north and south elevations, and the addition of reveals and adjustments to the glass pattern between entrances along the front of the building. The applicant has indicated that the proposed buildings would have clear heights of 28-feet to attract businesses in need of modern, Class A space. The overall height of the proposed buildings from ground level to the top-most parapet is proposed at just under 35.5 feet. This height is similar to the adjacent Walmart, whose ground level to parapet heights are at approximately 31.5 feet.

Landscaping

The project submittal includes a landscape plan and planting schedule. Although City Code does not have any specific requirements on the species of landscaping, the City has operated under and held new and redeveloped areas to complying with the City's adopted Landscape Point System policy, which assigns points to a given site based on the acreage and type of development. In discussions with the Applicant, and in consideration of the draft landscaping requirements outlined within the City's draft Unified Development Ordinance (UDO), City staff requested that the Applicant explore opportunities to diversify the landscaping and provide native and resilient plant types when possible.

The Landscape Point System outlines requirements for uses such as "light industrial," "heavy industrial," and "office/industrial (over 25% office)," and requires a specific amount or number of landscaping units based on the maximum percentage of certain materials (i.e., 50% shade trees; 40% coniferous trees; 35% decorative trees; and 25% shrubs). As the Applicant is requesting PUD and re-zoning approvals, an amendment to re-designate the Subject Property under the 2040 Comprehensive Plan, and provided the

Subject Property's adjacency to a retail shopping center, City staff calculated the landscaping assuming the "Office/Industrial" use. It should be noted that the Overall Landscaping Plan (Sheet L100) clearly indicates an assumption of "Light Industrial," which has lesser requirements for landscaping. Assuming an approximately 15-acre site, the Subject Property would have to accrue 990 points. (2 acres * 90 + 8 acres * 70 + 5 acres * 50 = 990 points).

Planting Type	Minimum Size	Points Per Planting	Maximum Points (%)	Points Accrued
Shade (Deciduous) Trees	2 ½" diameter	10	50% or 495 points	**440 points** (44 trees * 10 points)
Coniferous (Evergreen) Trees	5' height	6	40% or 396 points	**228 points** (38 trees * 6 points)
Decorative (Ornamental) Trees	1" diameter	1.5	35% or 347 points	**75 points** (50 trees * 1.5 points)
Shrubs	12" diameter	0.5	25% or 248 points	**172 points** (344 shrubs * .5 points)
Total				**915 points**

Table 3. Landscape Point System Policy Calculations for Subject Property (North 100 Business Park).

Based on a review of the submitted Landscape Plan, dated May 24, 2022, the plan is deficient by 75 points. The Applicant could easily fulfill this gap by providing any combination of the above planting types, as none of the maximum points have yet been met. The Applicant will need to ensure all plantings meet minimum sizing requirements, as outlined above in Table 3. As part of any construction set submittals, a copy of an irrigation plan drawing will be required for review and approval, and an irrigation system maintained on-site.

Per City staff comments addressed in the memorandum provided by the City Engineer Mike Albers, dated June 17, 2022, and the supplemental redlined civil set, the Applicant should ensure adequate Clearview Triangles are provided at all street intersections per City Code Section 25-802, and the Applicant should verify the placement of trees and other landscaping within proximity to proposed utilities.

The Applicant should consider stepping certain landscaping back at and near intersections and pedestrian crossings to provide adequate visibility for both motorists and pedestrians.

Signs

No specific signage requests were made regarding new or revised signage for the Subject Property, and as the proposal is speculative in nature, none were anticipated at time of submittal. The City is currently underway with an update to multiple City codes, including the Sign Code. Any signage will need to comply with the allowances as outlined in the adopted City signage regulations at time of submittal, and the Applicant will need to apply for and receive issuance of a sign permit prior to any installation.

Engineering Review

Mike Albers, City Engineer, reviewed the plans and provided a memorandum, dated June 17, 2022 (Exhibit C). Most of the comments pertain to the need for plan corrections and additional details relating to stormwater, sanitary sewer, watermains and hydrants, roads, trails, and sidewalks, and traffic. An MPCA NPDES permit is required as the total disturbed area would exceed one acre, and a Construction Management Plan and Agreement, and Utility Facilities Easement Agreement shall be submitted to the City in advance of any permit release. The Applicant will also require a watershed plan review and conform to watershed rules. It should be noted that the Watershed Commission project review is currently

underway.

A stormwater report, completed by Kimley-Horn, dated February 11, 2022, and revised May 24, 2022, and a copy of the traffic memo, last revised June 9, 2022, were provided as part of the submittal.

Building Review
Building Official Dan Grinsteinner conducted a cursory review of the submitted plan sets and provided a memorandum dated June 21, 2022 (Exhibit F). Pending approval of the requests, the Applicant will need to submit full construction plans, including but not limited to: architectural, structural, mechanical, plumbing, electrical, civil, landscaping, and photometric plans to the City for review. A fire sprinkler and monitoring system is required for installation and is to be maintained at all times, and sufficient fire hydrants shall be provided.

The Applicant will also need to meet any minimum ADA requirements with regard to the building and site improvements, and prior to issuance of any building permits, a SAC determination shall be submitted to the Metropolitan Council and any associated fees shall be paid at time of permit issuance.

All building plans are subject to review and approval by the Building Official with respect to applicable codes prior to the issuance of permits.

CPTED Review
City staff requests that as part of any construction set review, a CPTED (Crime Prevention through Environmental Design) review be completed by City staff.

External Reviews
The submitted plan sets were forwarded on to contacts at Hennepin County, the Minnesota Department of Transportation (MnDOT), and the Watershed Commission review. Any approval of Planning Commission Application No. 2022-004 is subject to the Applicant complying with any requested revisions or recommendations as outlined by the aforementioned authorities.

Based on the above noted findings, City staff recommends the Planning Commission recommend City Council approval of the requested site and building plans for the proposed redevelopment of the approximately 15-acre former Sears property, located at 1297 Shingle Creek, subject to the Applicant complying with the outlined Conditions of Approval, and approval of the related preliminary and final plat, Planned Unit Development/re-zoning, Zoning Code, and Comprehensive Plan Amendment requests.

APPROVAL CONDITIONS | ANTICIPATED PERMITTING
Staff recommends the following conditions be attached to any positive recommendation on the approval of Planning Commission Application No. 2022-004 for the Subject Property located at 1297 Shingle Creek Crossing:

1. The building plans are subject to review and approval by the Building Official as noted in the memorandum dated June 21, 2022, and with respect to applicable codes prior to the issuance of permits; and the final location or placement of any fire hydrants or other fire-related building code items shall be reviewed and approved by the Fire Inspector.
    a. Any major changes or modifications made to this Site and Building Plan can only be made by an amendment to the approved Site and Building Plan as approved by the City Council.

b. The building plans are subject to review and approval by the Building Official with respect to applicable codes prior to the issuance of permits.

c. The Applicant shall work to ensure all applicable Minnesota Fire Code requirements have been met as part of any site plan approval.

d. A fire sprinkler system is required to be installed and shall be maintained on a consistent basis per City Code requirements.

e. A SAC Determination shall be submitted by the Applicant to the Metropolitan Council and any associated feeds paid at time of any permit issuance.

f. The Applicant shall provide any final site and building plans to City staff for a CPTED review and make alterations as necessary prior to permit release.

g. The submitted landscape plans shall be revised to meet City's minimum Landscape Point System policy requirements and an identified "office/industrial" use.

h. The Applicant shall install irrigation systems where necessary to facilitate maintenance of site landscaping and green areas, and irrigation shop drawings for review and approval prior to installation.

i. The Applicant shall revise the submitted photometric plan to reflect minimum, maximum, and average foot-candles per fixture, and clearly identify all property lines.

i. The Applicant shall work with the adjacent property owner for Shingle Creek Crossing to ensure consistency in lighting and landscaping along the north drive between the Subject Property and Shingle Creek Crossing.

ii. Photometric plans shall be revised as needed to incorporate additional pedestrian-level lighting for main building entrance points and sidewalk connections.

j. Any outside trash disposal facilities and rooftop or ground mechanical equipment shall be appropriately screened from view per City Code requirements and with materials complementary to the principal building, and an updated details sheet provided.

k. The Applicant shall submit a Sign Permit Application for any proposed signage (e.g., wall, freestanding) and receive issuance of a permit prior to any installation. All signage shall conform to City requirements.

2. The Applicant agrees to comply with all conditions or provisions noted in the City Engineer's review memorandum, dated June 17, 2022.

a. Final grading, drainage, utility, and erosion control plans and any other site engineering related issues are subject to review and approval by the City Engineer for City site and building plan approval and prior to the issuance of permits.

b. Any requirements as outlined in reviews conducted by Hennepin County, the Minnesota Department of Transportation (MnDOT), and the Watershed Commission.

3. Agreements:

a. The Applicant shall enter into a PUD agreement with the City of Brooklyn Center. This agreement is to be reviewed and approved by the City Attorney prior to the issuance of building permits. The agreement shall further assure compliance with the development plans submitted with this application.

i. No outdoor storage or display of materials, equipment, or products accessory and necessary to a principal and permitted use is permitted.

ii. Warehousing and wholesaling shall not exceed 80-percent of the total floor area. The remaining 20-percent of the total floor area shall be non-warehouse uses,

such as a combination of uses including, but not limited to: office, manufacturing, production, research and development, and lab and/or showroom.

iii. Distribution facilities are not a permitted use. For the purposes of this Planned Unit Development (PUD), a distribution facility is defined as a business that receives packages, sorts, and delivers them without product storage. Distribution as an accessory use is permitted only when it occurs from a manufacturing facility or a warehouse where a product is made or packaged on-site.

b. A Performance Agreement with supporting financial guarantee approved by the City shall be executed upon any approval of the to-be submitted building permit for site improvements, which ensures the Subject Property will be constructed, developed, and maintained in conformance with the plans, specifications, and standards.

c. The Developer shall submit an as-built survey of the property, improvements, and utility service lines prior to release of any Performance Agreement financial guarantee.

d. A Utility Facilities Easement Agreement is required for submittal to the City prior to issuance of any permits.

e. A Construction Management Plan and Agreement and associated escrow are required for submittal prior to the City prior to issuance of any permits.

f. The Applicant shall coordinate with adjacent property owners and the City to execute any cross access and parking agreements for the proposed site improvements. No building permits shall be issued until such determination is made and any agreements are recorded with Hennepin County.

g. The Applicant shall work with the City for dedication of the proposed trail easement and provision of trail profile and plans.

4. Platting:

a. Approval of the preliminary and final plat for NORTH 100 BUSINESS PARK ADDITION are contingent upon the addressing of comments by City Engineer Mike Albers in the memorandum dated June 17, 2022.

i. A 10-foot drainage and utility easement shall be dedicated on the plat around the entire perimeter of the Subject Property and centered on other lot lines.

ii. All utilities and storm water management facilities to be located within said drainage and utility easement.

iii. Additional dedication of a utility easement is requested on the plat for the private water main and sanitary to allow for maintenance access per the Utility Facilities Easement Agreement.

b. Final plat and mylar shall be subject to the provisions of Chapter 15 of the City Code of Ordinances (*Platting).*

c. Any final plat comments and/or requirements as provided by Hennepin County.

d. Any final plat comments and/or requirements from the City Attorney's office, and specifically regarding an updated certified abstract of title.

e. The successful recording of said plat (mylar) with Hennepin County.

RECOMMENDATION

Based on the above-noted findings, staff recommends the following motion:

*Motion to approve a Resolution recommending that the City Council approve **(1)** preliminary and final plat*

for the NORTH 100 BUSINESS PARK ADDITION, ***(2)*** *the submitted site and building plan,* ***(3)*** *re-zoning and establishment of a Planned Unit Development,* ***(4)*** *an amendment to the Zoning Code and associated Map to remove the Subject Property located at 1297 Shingle Creek Crossing from the Central Commerce Overlay District, and* ***(5)*** *an amendment to the City's 2040 Comprehensive Plan to allow for a re-designation of the Subject Property from Transit-Oriented Development (TOD) to Business Mixed-Use (B-MU), based on the submitted plans and findings of fact, as amended by the Conditions of Approval in the June 23, 2022 Planning Commission Report, and subject to final approval by the Metropolitan Council for the requested Comprehensive Plan Amendment.*

ATTACHMENTS

Exhibit A – Planning Commission Application No. 2022-004 Plans and Documents, submitted May 24, 2022.
Exhibit B – Public Hearing Notice Ad Proof, submitted for publication in the Brooklyn Center Sun Post, and dated June 16, 2022.
Exhibit C – City Council Concept Plan Review Memos, dated May 24, 2021, and November 22, 2021.
Exhibit D – City Council Resolution No. 2011-128 (*Resolution Regarding the Disposition of Planning Commission Application No. 2011-015 Submitted by Sears, Roebuck and Co.).*
Exhibit E – Review Memorandum, prepared by City Engineer Mike Albers, and dated June 17, 2022, and provided redlined civil and plat sets.
Exhibit F – Review Memorandum, prepared by Building Official Dan Grinsteinner, and dated June 21, 2022.

Exhibit A

SCANNELL
PROPERTIES

Scannell Properties
294 Grove Lane East
Suite 140
Wayzata, MN 55391
(763) 331-8850
www.scannellproperties.com

February 16, 2022

City of Brooklyn Center
6301 Shingle Creek Parkway
Brooklyn Center, MN 55430-2199

RE: Application for Planning Consideration
North 100 Business Park, a planned redevelopment of the former Sears site
1297 Shingle Creek Crossing, Brooklyn Center, MN 55430

Dear Planning Commission & City Council:

Scannell Properties is requesting Site & Building Plan Approval, Preliminary Plat, Final Plat, and a PUD Amendment at the former Sears site near the intersection of Brooklyn Boulevard and Highway 100. We are proposing construction of two single-story business park buildings on +/-15.3 acres. totaling 228,750 square feet, including one 120,000 square foot building and one 108,750 square foot building. The proposed buildings are speculative in nature with no pre-lease tenants identified at this time and will each accommodate between one and four businesses.

The buildings will be constructed of pre-cast panels with reveals and painted for a pleasing composition of color and geometries. They will have interior clear heights of 28' to attract businesses in need of modern, Class A, space to operate and grow. The buildings will be accented with glass window systems providing a two-story perspective, steps in the precast system both in plan and elevation, decorative metal panels, and entry canopies.

The primary site access will be from 55th Avenue and Xerxes Avenue to the west and will include connections to the surrounding access drives shared with the adjacent properties. The proposed plan includes pedestrian ways throughout the project with connections to the surrounding sidewalks and trails. The shared truck court between the buildings will be screened with a berm and landscaping along the south edge and ample landscaping within strategically aligned islands on the north side. The project architect is Mohagen Hansen out of Wayzata, MN, and the civil engineer is Kimley-Horn out of St. Paul, MN.

As discussed in previous work sessions with City Council, several uses have been explored for this site over the last year and beyond. Ultimately, we have concluded the highest and best use that can be supported by the market is an employment-based use. A business park setting will achieve several objectives, including:

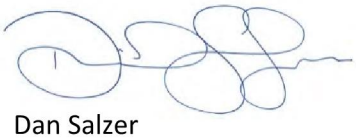
- Provide growth opportunities for local businesses looking to expand and/or modernize
- Attract new employers to the City of Brooklyn Center
- Create quality jobs for local residence (projected to be between 230 to 300+)

- Drastically increase the current tax base for the site
- Increase the local employment base to support local retailers in the vicinity of the project

Typical uses for these types of buildings include office, warehouse, manufacturing, production, lab, and R&D. Subject to approval, our goal is to proceed with demo and construction in 2022 to allow for occupancy in 2023.

We appreciate your consideration and all of the time, effort, and input from you, staff, and the community over the last year. We are incredibly excited to move this project forward and believe it will be of tremendous value to the community as a whole. If you have any questions, please contact me by phone or at dans@scannellproperties.com.

SCANNELL PROPERTIES



Dan Salzer
Senior Development Manager

cc: Joe David, Transformco

1 A201 1ST LEVEL - FLOOR PLAN
1" = 20'-0"

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PROJECT NAME

BROOKLYN CENTER
110,000 SF WAREHOUSE
NEW CONSTRUCTION

SCANNELL PROPERTIES

ARCHITECT

MOHAGEN HANSEN Architecture | Interiors
1000 Twelve Oaks Center Dr.
Suite 200
Wayzata MN 55391
Tel 952-426-7400
Fax 952-426-7440

REGISTRATION

NOT FOR CONSTRUCTION

THE ARCHITECT SHALL BE DEEMED THE AUTHORS AND OWNERS OF THEIR RESPECTIVE INSTRUMENTS OF SERVICE AND SHALL RETAIN ALL COMMON LAW, STATUTORY AND OTHER RESERVED RIGHTS, INCLUDING COPYRIGHTS OF THE ATTACHED DOCUMENTS.

ISSUE RECORD

NO.	DESCRIPTION	DATE

DRAWING INFORMATION

PROJECT NUMBER: Project Number
DRAWN BY: AAUTREY
CHECKED BY: SPAETZEL
DATE: 05/23/2022
COMPUTER DIRECTORY: Path

SHEET DESCRIPTION

FLOOR PLAN - FIRST LEVEL

PHASE

SCHEMATIC DESIGN

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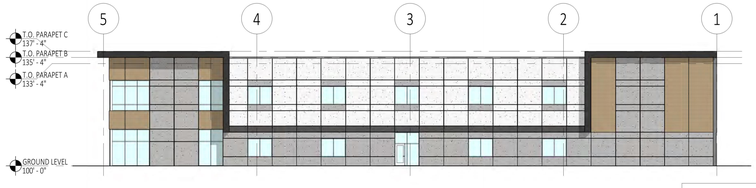
A201



5 A300 **3D View 1**

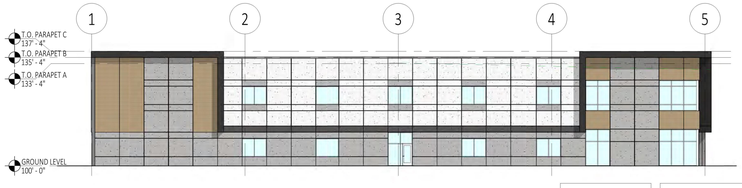
EXTERIOR MATERIALS LEGEND	
PC-1	PRECAST CONCRETE WALL PANELS WITH STUCCO TEXTURE - PAINTED
FBC-1	WOOD-LOOK FIBER CEMENT RAINSCREEN. NICHIHA OR APPROVED ALTERNATE
ACM-1	ALUMINUM COMPOSITE MATERIAL PANEL - ALUCOBOND OR SIMILAR - COLOR: CHARCOAL GREY





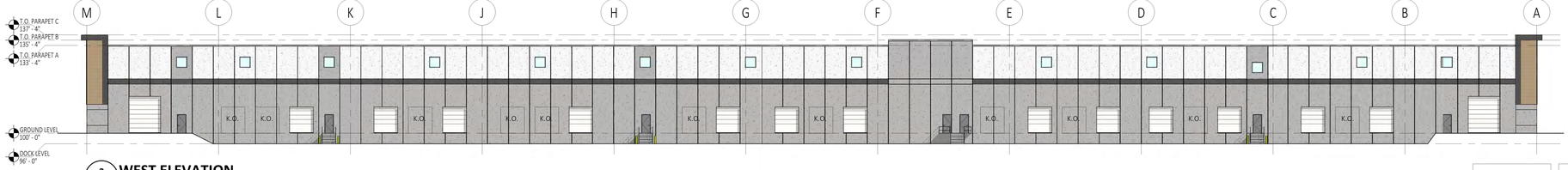
1 A300 **SOUTH ELEVATION**
1" = 20'-0"

CLASS 1 - 84%	CLASS 2 - 16%
PC-1 - 7,093 SF - 70% GLASS - 977 SF - 14%	FBC-1 - 867 SF - 12% ACM-1 - 271 SF - 4%



2 A300 **NORTH ELEVATION**
1" = 20'-0"

CLASS 1 - 84%	CLASS 2 - 16%
PC-1 - 7,093 SF - 70% GLASS - 977 SF - 14%	FBC-1 - 867 SF - 12% ACM-1 - 271 SF - 4%



3 A300 **WEST ELEVATION**
1" = 20'-0"

CLASS 1 - 98%	CLASS 2 - 2%
PC-1 - 19,522SF - 97% GLASS - 224 SF - 1%	FBC-1 - 292 SF - 1% ACM-1 - 138 SF - 1%



4 A300 **EAST ELEVATION**
1" = 20'-0"

CLASS 1 - 89%	CLASS 2 - 11%
PC-1 - 12,562 SF - 67% GLASS - 4,243 SF - 22%	FBC-1 - 1,213 SF - 7% ACM-1 - 651 SF - 4%

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PROJECT NAME

BROOKLYN CENTER
110,000 SF WAREHOUSE
NEW CONSTRUCTION

SCANNELL PROPERTIES

ARCHITECT

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SHEET DESCRIPTION

EXTERIOR BUILDING ELEVATIONS

PHASE

SCHEMATIC DESIGN

A300

1 A201 1ST LEVEL - FLOOR PLAN
1" = 20'-0"

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FLOOR PLAN - FIRST LEVEL

PHASE

SCHEMATIC DESIGN

N

A201

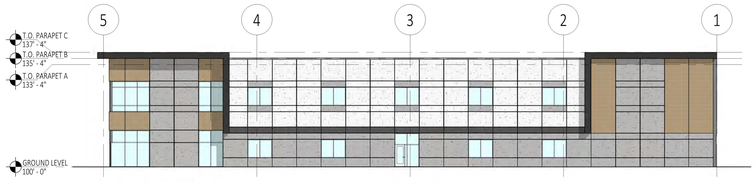


5 A300 **3D View 1**

EXTERIOR MATERIALS LEGEND

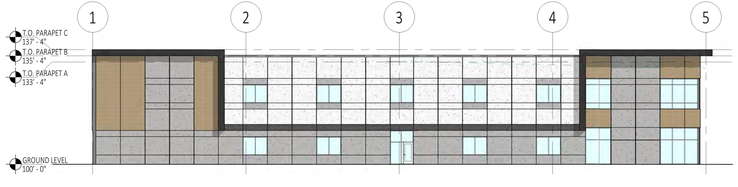
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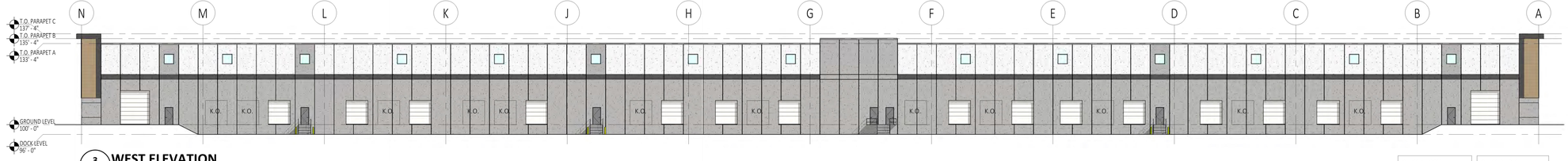
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PC-1 - 7,093 SF - 70% GLASS - 977 SF - 14%	FBC-1 - 867 SF - 12% ACM-1 - 271 SF - 4%



2 A300 **NORTH ELEVATION**
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CLASS 1 - 84%	CLASS 2 - 16%
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3 A300 **WEST ELEVATION**
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CLASS 1 - 98%	CLASS 2 - 2%
PC-1 - 21,280SF - 97% GLASS - 224 SF - 1%	FBC-1 - 296 SF - 1% ACM-1 - 138 SF - 1%



4 A300 **EAST ELEVATION**
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CLASS 1 - 89%	CLASS 2 - 11%
PC-1 - 14,437 SF - 67% GLASS - 4,248 SF - 22%	FBC-1 - 1,213 SF - 7% ACM-1 - 675 SF - 4%

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PROJECT NAME

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120,000 SF WAREHOUSE
NEW CONSTRUCTION

SCANNELL PROPERTIES

ARCHITECT

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CHECKED BY:	SPAETZEL
DATE:	06/14/2022
COMPUTER DIRECTORY:	Path

SHEET DESCRIPTION

EXTERIOR BUILDING ELEVATIONS

PHASE

SCHEMATIC DESIGN

A300

SITE DEVELOPMENT PLANS
FOR

NORTH 100 BUSINESS PARK

SECTION 3, TOWNSHIP 118N, RANGE 21W
BROOKLYN CENTER, HENNEPIN COUNTY, MN

PROJECT TEAM:

ENGINEER
KIMLEY-HORN AND ASSOCIATES, INC.

PREPARED BY: BRIAN M. WURDEMAN
767 EUSTIS STREET, SUITE 100
ST. PAUL, MN 55114
TELEPHONE (651) 645-4197

OWNER / DEVELOPER
SCANNELL PROPERTIES

294 GROVE LANE, SUITE 140
WAYZATA, MN 55391
TELEPHONE: (763) 331-8851
CONTACT: DAN SALZER

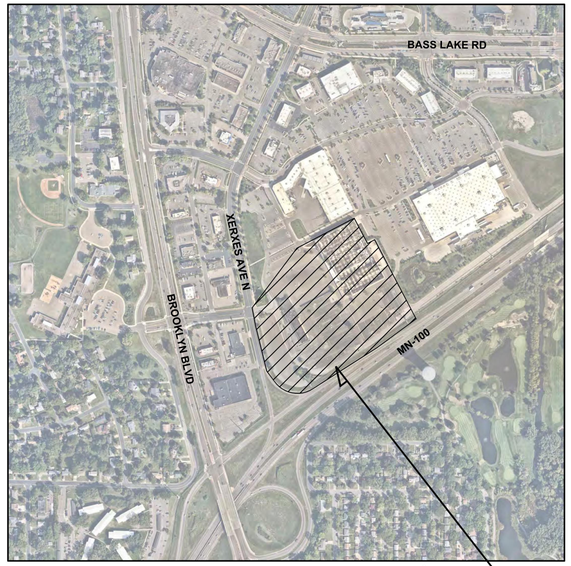
LANDSCAPE ARCHITECT
KIMLEY-HORN AND ASSOCIATES, INC.

PREPARED BY: RYAN HYLLESTED
767 EUSTIS STREET, SUITE 100
ST. PAUL, MN 55114
TELEPHONE (651) 645-4197

SURVEYOR
SUNDE LAND SURVEYING
9001 EAST BLOOMINGTON
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VICINITY
N.T.S.

NOTES:

1. CONTRACTOR SHALL CONFIRM THAT THE EXISTING CONDITIONS FOR THE SITE MATCH WHAT IS SHOWN ON THE DRAWINGS INCLUDED PRIOR TO CONSTRUCTION.
2. IF REPRODUCED, THE SCALES SHOWN ON THESE PLANS ARE BASED ON A ANSI full bleed D (34.00 x 22.00 Inches) SHEET.
3. ALL NECESSARY INSPECTIONS AND/OR CERTIFICATIONS REQUIRED BY CODES AND/OR UTILITY SERVICES COMPANIES SHALL BE PERFORMED PRIOR TO ANNOUNCED BUILDING POSSESSION AND THE FINAL CONNECTION OF SERVICES.
4. ALL GENERAL CONTRACTOR WORK TO BE COMPLETED (EARTHWORK, FINAL UTILITIES, AND FINAL GRADING) BY THE MILESTONE DATE IN PROJECT DOCUMENTS.

Sheet List Table

Sheet Number	Sheet Title
C000	COVER SHEET
C100	GENERAL NOTES
C101	SWPPP
C102	PRELIMINARY PLAT
C200	OVERALL DEMO PLAN
C201	DEMO PLAN
C202	DEMO PLAN
C300	OVERALL SITE PLAN
C301	SITE PLAN
C302	SITE PLAN
C303	SITE DETAILS
C400	OVERALL GRADING PLAN
C401	GRADING PLAN
C402	GRADING PLAN
C403	GRADING DETAILS
C500	OVERALL UTILITY PLAN
C501	UTILITY PLAN
C502	UTILITY PLAN
C603	UTILITY DETAILS
C604	UTILITY DETAILS
L100	OVERALL LANDSCAPE PLAN
L101	LANDSCAPE PLAN
L102	LANDSCAPE PLAN
L103	LANDSCAPE DETAILS
L104	LANDSCAPE DETAILS

BENCHMARKS

SITE BENCHMARKS:
(LOCATIONS SHOWN ON SURVEY)

SBM #1 TOP OF TOP NUT OF FIRE HYDRANT IN CURB ISLAND NEAR NORTHWEST CORNER OF BUILDING.
ELEVATION=854.40 FT

SBM #2 TOP OF TOP NUT OF FIRE HYDRANT IN CURB ISLAND 115+/- FEET SOUTHEAST OF NORTHEAST CORNER OF OLD SEARS AUTO BUILDING.
ELEVATION=854.70 FT

SBM #3 TOP OF TOP NUT OF FIRE HYDRANT IN CURB ISLAND NEAR SOUTHWEST CORNER OF BUILDING
ELEVATION=854.65 FT

Know what's **below.**
Call before you dig.

PRELIMINARY - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

Kimley»Horn
2018 KIMLEY-HORN AND ASSOCIATES, INC.
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

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.

BRIAN M. WURDEMAN
DATE: 05/24/2022 LIC. NO. 53113 MN

KHA PROJECT 160846021
DATE 05/24/2022
SCALE AS SHOWN
DESIGNED BY RAV
DRAWN BY RAV
CHECKED BY BMW

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

COVER SHEET

SHEET NUMBER
C000

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This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

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GENERAL CONSTRUCTION NOTES

1. THE CONTRACTOR AND SUBCONTRACTORS SHALL OBTAIN A COPY OF THE MN DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" (LATEST EDITION) AND BECOME FAMILIAR WITH THE CONTENTS PRIOR TO COMMENCING WORK, AND, UNLESS OTHERWISE NOTED, ALL WORK SHALL CONFORM AS APPLICABLE TO THESE STANDARDS AND SPECIFICATIONS.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR FURNISHING ALL MATERIAL AND LABOR TO CONSTRUCT THE FACILITY AS SHOWN AND DESCRIBED IN THE CONSTRUCTION DOCUMENTS IN ACCORDANCE WITH THE APPROPRIATE APPROVING AUTHORITIES, SPECIFICATIONS AND REQUIREMENTS. CONTRACTOR SHALL CLEAR AND GRUB ALL AREAS UNLESS OTHERWISE INDICATED, REMOVING TREES, STUMPS, ROOTS, MUCK, EXISTING PAVEMENT AND ALL OTHER DELETERIOUS MATERIAL.
3. THE EXISTING SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS QUALITY LEVEL "D" UNLESS OTHERWISE NOTED. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ACSE 38/02, ENTITLED STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF SUBSURFACE QUALITY DATA BY THE FHA. EXISTING UTILITIES SHOWN ARE LOCATED ACCORDING TO THE INFORMATION AVAILABLE TO THE ENGINEER AT THE TIME OF THE TOPOGRAPHIC SURVEY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR THE ENGINEER. GUARANTEE IS NOT MADE THAT ALL EXISTING UNDERGROUND UTILITIES ARE SHOWN OR THAT THE LOCATION OF THOSE SHOWN ARE ENTIRELY ACCURATE. FINDING THE ACTUAL LOCATION OF ANY EXISTING UTILITIES IS THE CONTRACTOR'S RESPONSIBILITY AND SHALL BE DONE BEFORE COMMENCING ANY WORK IN THE VICINITY. FURTHERMORE, THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES DUE TO THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES. THE OWNER OR ENGINEER WILL ASSUME NO LIABILITY FOR ANY DAMAGES SUSTAINED OR COST INCURRED BECAUSE OF THE OPERATIONS IN THE VICINITY OF EXISTING UTILITIES OR STRUCTURES, NOR FOR TEMPORARY BRACING AND SHORING OF SAME. IF IT IS NECESSARY TO SHORE, BRACE, SWING OR RELOCATE A UTILITY, THE UTILITY COMPANY OR DEPARTMENT AFFECTED SHALL BE CONTACTED AND THEIR PERMISSION OBTAINED REGARDING THE METHOD TO USE FOR SUCH WORK.
4. IT IS THE CONTRACTOR'S RESPONSIBILITY TO CONTACT THE VARIOUS UTILITY COMPANIES WHICH MAY HAVE BURIED OR AERIAL UTILITIES WITHIN OR NEAR THE CONSTRUCTION AREA BEFORE COMMENCING WORK. THE CONTRACTOR SHALL PROVIDE 48 HOURS MINIMUM NOTICE TO ALL UTILITY COMPANIES PRIOR TO BEGINNING CONSTRUCTION.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL REQUIRED CONSTRUCTION PERMITS AND BONDS IF REQUIRED PRIOR TO CONSTRUCTION.
6. THE CONTRACTOR SHALL HAVE AVAILABLE AT THE JOB SITE AT ALL TIMES ONE COPY OF THE CONSTRUCTION DOCUMENTS INCLUDING PLANS, SPECIFICATIONS, GEOTECHNICAL REPORT AND SPECIAL CONDITIONS AND COPIES OF ANY REQUIRED CONSTRUCTION PERMITS.
7. ANY DISCREPANCIES ON THE DRAWINGS SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE OWNER AND ENGINEER BEFORE COMMENCING WORK. NO FIELD CHANGES OR DEVIATIONS FROM DESIGN ARE TO BE MADE WITHOUT PRIOR APPROVAL OF THE OWNER AND NOTIFICATION TO THE ENGINEER.
8. ALL COPIES OF COMPACTION, CONCRETE AND OTHER REQUIRED TEST RESULTS ARE TO BE SENT TO THE OWNER DIRECTLY FROM THE TESTING AGENCY.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DOCUMENTING AND MAINTAINING AS-BUILT INFORMATION WHICH SHALL BE RECORDED AS CONSTRUCTION PROGRESSES OR AT THE COMPLETION OF APPROPRIATE CONSTRUCTION INTERVALS AND SHALL BE RESPONSIBLE FOR PROVIDING AS-BUILT DRAWINGS TO THE OWNER FOR THE PURPOSE OF CERTIFICATION TO JURISDICTIONAL AGENCIES AS REQUIRED. ALL AS-BUILT DATA SHALL BE COLLECTED BY A STATE OF MN PROFESSIONAL LAND SURVEYOR WHOSE SERVICES ARE ENGAGED BY THE CONTRACTOR.
10. ANY WELLS DISCOVERED ON SITE THAT WILL HAVE NO USE MUST BE PLUGGED BY A LICENSED WELL DRILLING CONTRACTOR IN A MANNER APPROVED BY ALL JURISDICTIONAL AGENCIES. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ANY WELL ABANDONMENT PERMITS REQUIRED.
11. ANY WELL DISCOVERED DURING EARTH MOVING OR EXCAVATION SHALL BE REPORTED TO THE APPROPRIATE JURISDICTIONAL AGENCIES WITHIN 24 HOURS AFTER DISCOVERY IS MADE.
12. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THAT THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS DO NOT CONFLICT WITH ANY KNOWN EXISTING OR OTHER PROPOSED IMPROVEMENTS. IF ANY CONFLICTS ARE DISCOVERED, THE CONTRACTOR SHALL NOTIFY THE OWNER PRIOR TO INSTALLATION OF ANY PORTION OF THE SITE WORK THAT WOULD BE AFFECTED. FAILURE TO NOTIFY OWNER OF AN IDENTIFIABLE CONFLICT PRIOR TO PROCEEDING WITH INSTALLATION RELIEVES OWNER OF ANY OBLIGATION TO PAY FOR A RELATED CHANGE ORDER.
13. SHOULD CONTRACTOR ENCOUNTER ANY DEBRIS LADEN SOIL, STRUCTURES NOT IDENTIFIED IN THE DOCUMENTS, OR OTHER SOURCE OF POTENTIAL CONTAMINATION, THEY SHALL IMMEDIATELY CONTACT THE ENGINEER AND OWNER.

EROSION CONTROL MAINTENANCE

ALL MEASURES STATED ON THE EROSION AND SEDIMENT CONTROL PLAN, AND IN THE STORM WATER POLLUTION PREVENTION PLAN, SHALL BE MAINTAINED IN FULLY FUNCTIONAL CONDITION AS REQUIRED BY ALL JURISDICTIONS UNTIL NO LONGER REQUIRED FOR A COMPLETED PHASE OF WORK OR FINAL STABILIZATION OF THE SITE. ALL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE CHECKED BY A CERTIFIED PERSON AT LEAST ONCE EVERY 7 CALENDAR DAYS AND WITHIN 24 HOURS OF THE END OF A 0.5" RAINFALL EVENT, AND CLEANED AND REPAIRED IN ACCORDANCE WITH THE FOLLOWING:

INLET PROTECTION DEVICES AND BARRIERS SHALL BE REPAIRED OR REPLACED IF THEY SHOW SIGNS OF UNDERMINING, OR DETERIORATION.

1. ALL SEEDED AREAS SHALL BE CHECKED REGULARLY TO SEE THAT A GOOD STAND IS MAINTAINED. AREAS SHOULD BE FERTILIZED, WATERED AND RESEEDED AS NEEDED. FOR MAINTENANCE REQUIREMENTS REFER TO THE STANDARD SPECIFICATIONS.
2. SILT FENCES SHALL BE REPAIRED TO THEIR ORIGINAL CONDITIONS IF DAMAGED. SEDIMENT SHALL BE REMOVED FROM THE SILT FENCES WHEN IT REACHES ONE-THIRD THE HEIGHT OF THE SILT FENCE.
3. THE CONSTRUCTION ENTRANCE(S) SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR FLOW OF MUD ONTO PUBLIC RIGHTS-OF-WAY. THIS MAY REQUIRE PERIODIC TOP DRESSING OF THE CONSTRUCTION ENTRANCES AS CONDITIONS DEMAND.
4. THE TEMPORARY PARKING AND STORAGE AREA SHALL BE KEPT IN GOOD CONDITION (SUITABLE FOR PARKING AND STORAGE). THIS MAY REQUIRE PERIODIC TOP DRESSING OF THE TEMPORARY PARKING AS CONDITIONS DEMAND.
5. ALL MAINTENANCE OPERATIONS SHALL BE DONE IN A TIMELY MANNER BUT IN NO CASE LATER THAN 2 CALENDAR DAYS FOLLOWING THE INSPECTION.

TYPICAL OWNER/ENGINEER OBSERVATIONS

CONTRACTOR SHALL NOTIFY OWNER AND/OR ENGINEER 48 HOURS IN ADVANCE OF THE FOLLOWING ACTIVITIES:

- PRE-CONSTRUCTION MEETING, SUBGRADE PREPARATION, BASE INSTALLATION
ASPHALT INSTALLATION, UNDERGROUND PIPING AND UTILITIES INSTALLATION,
INSTALLATION OF STRUCTURES, CHECK VALVES, HYDRANTS, METERS, ETC., SIDEWALK
INSTALLATION, CONNECTIONS TO WATER AND SEWER MAINS, TESTS OF UTILITIES

EROSION CONTROL NOTES

1. THE STORM WATER POLLUTION PREVENTION PLAN ("SWPPP") IS COMPRISED OF THE EROSION CONTROL PLAN, THE STANDARD DETAILS, THE PLAN NARRATIVE, ATTACHMENTS INCLUDED IN THE SPECIFICATIONS OF THE SWPPP, PLUS THE PERMIT AND ALL SUBSEQUENT REPORTS AND RELATED DOCUMENTS.
2. ALL CONTRACTORS AND SUBCONTRACTORS INVOLVED WITH STORM WATER POLLUTION PREVENTION SHALL OBTAIN A COPY OF THE STORM WATER POLLUTION PREVENTION PLAN AND THE STATE OF MN NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM GENERAL PERMIT (NPDES PERMIT) AND BECOME FAMILIAR WITH THEIR CONTENTS.
3. BEST MANAGEMENT PRACTICES (BMP'S) AND CONTROLS SHALL CONFORM TO FEDERAL, STATE, OR LOCAL REQUIREMENTS OR MANUAL OF PRACTICE, AS APPLICABLE. THE CONTRACTOR SHALL IMPLEMENT ADDITIONAL CONTROLS AS DIRECTED BY THE PERMITTING AGENCY OR OWNER.
4. SITE ENTRY AND EXIT LOCATIONS SHALL BE MAINTAINED IN A CONDITION THAT WILL PREVENT THE TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC ROADWAYS. ALL SEDIMENT SPILLED, DROPPED, WASHED, OR TRACKED ON A PUBLIC ROADWAY MUST BE REMOVED IMMEDIATELY. WHEN WASHING IS REQUIRED TO REMOVE SEDIMENT PRIOR TO ENTRANCE ONTO A PUBLIC ROADWAY, IT SHALL BE DONE IN AN AREA STABILIZED WITH CRUSHED STONE WHICH DRAINS INTO AN APPROVED SEDIMENT BASIN. ALL FINES IMPOSED FOR DISCHARGING SEDIMENT ONTO PUBLIC AREAS SHALL BE PAID BY THE CONTRACTOR.
5. TEMPORARY SEEDING OR OTHER APPROVED METHODS OF STABILIZATION SHALL BE INITIATED WITHIN 7 DAYS OF THE LAST DISTURBANCE ON ANY AREA OF THE SITE.
6. THE CONTRACTOR SHALL MINIMIZE CLEARING TO THE MAXIMUM EXTENT PRACTICAL OR AS REQUIRED BY THE GENERAL PERMIT.
7. CONTRACTOR SHALL DENOTE ON PLAN THE TEMPORARY PARKING AND STORAGE AREA WHICH SHALL ALSO BE USED AS THE EQUIPMENT MAINTENANCE AND CLEANING AREA, EMPLOYEE PARKING AREA, AND AREA FOR LOCATING PORTABLE FACILITIES, OFFICE TRAILERS, AND TOILET FACILITIES.
8. ALL WASH WATER (CONCRETE TRUCKS, VEHICLE CLEANING, EQUIPMENT CLEANING, ETC.) SHALL BE DETAINED AND PROPERLY TREATED OR DISPOSED.
9. SUFFICIENT OIL AND GREASE ABSORBING MATERIALS AND FLOTATION BOOMS SHALL BE MAINTAINED ON SITE OR READILY AVAILABLE TO CONTAIN AND CLEAN-UP FUEL OR CHEMICAL SPILLS AND LEAKS.
10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DUST CONTROL ON SITE. THE USE OF MOTOR OILS AND OTHER PETROLEUM BASED OR TOXIC LIQUIDS FOR DUST SUPPRESSION OPERATIONS IS PROHIBITED.
11. RUBBISH, TRASH, GARBAGE, LITTER, OR OTHER SUCH MATERIALS SHALL BE DEPOSITED INTO SEALED CONTAINERS. MATERIALS SHALL BE PREVENTED FROM LEAVING THE PREMISES THROUGH THE ACTION OF WIND OR STORM WATER DISCHARGE INTO DRAINAGE DITCHES OR WATERS OF THE STATE.
12. ALL STORM WATER POLLUTION PREVENTION MEASURES PRESENTED ON THE PLAN SHALL BE INITIATED AS SOON AS IS PRACTICABLE.
13. ALL STAGING AREAS, STOCKPILES, SPOILS, ETC. SHALL BE LOCATED SUCH THAT THEY WILL NOT ADVERSELY AFFECT STORM WATER QUALITY. OTHERWISE, COVERING OR ENCIRCLING THESE AREAS WITH SOME PROTECTIVE MEASURE WILL BE NECESSARY.
14. CONTRACTOR SHALL BE RESPONSIBLE FOR RE-ESTABLISHING ANY EROSION CONTROL DEVICE WHICH THEY DISTURB. EACH CONTRACTOR SHALL NOTIFY THE OWNER'S REPRESENTATIVE OF ANY DEFICIENCIES IN THE ESTABLISHED EROSION CONTROL MEASURES THAT MAY LEAD TO UNAUTHORIZED DISCHARGE OR STORM WATER POLLUTION, SEDIMENTATION, OR OTHER POLLUTANTS. UNAUTHORIZED POLLUTANTS INCLUDE (BUT ARE NOT LIMITED TO) EXCESS CONCRETE DUMPING OR CONCRETE RESIDUE, PAINTS, SOLVENTS, GREASES, FUEL AND LUBRICANT OIL, PESTICIDES, AND ANY SOLID WASTE MATERIALS.
15. EROSION CONTROL DEVICES SHOWN ON THESE PLANS SHALL BE INSTALLED PRIOR TO THE START OF LAND-DISTURBING ACTIVITIES ON THE PROJECT.
16. ALL EROSION CONTROL DEVICES ARE TO BE INSTALLED IN ACCORDANCE WITH THE APPROVED PLANS AND SPECIFICATIONS FOR THIS PROJECT. CHANGES ARE TO BE APPROVED BEFORE CONSTRUCTION BY THE DESIGN ENGINEER AND THE CITY OF BROOKLYN CENTER ENGINEERING DIVISION.
17. IF THE EROSION CONTROL PLAN AS APPROVED CANNOT CONTROL EROSION AND OFF-SITE SEDIMENTATION FROM THE PROJECT, THE EROSION CONTROL PLAN WILL HAVE TO BE REVISED AND/OR ADDITIONAL EROSION CONTROL DEVICES WILL BE REQUIRED ON SITE. ANY REVISIONS TO THE EROSION CONTROL PLAN MADE BY THE CONTRACTOR MUST BE APPROVED BY THE ENGINEER.

PAVING AND STRIPING NOTES

1. ALL PAVING, CONSTRUCTION, MATERIALS, AND WORKMANSHIP WITHIN JURISDICTION'S RIGHT-OF-WAY SHALL BE IN ACCORDANCE WITH LOCAL OR COUNTY SPECIFICATIONS AND STANDARDS (LATEST EDITION) OR MN/DOT SPECIFICATIONS AND STANDARDS (LATEST EDITION) IF NOT COVERED BY LOCAL OR COUNTY REGULATIONS.
2. ALL SIGNS, PAVEMENT MARKINGS, AND OTHER TRAFFIC CONTROL DEVICES SHALL CONFORM TO MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (M.U.T.C.D) AND CITY STANDARDS.
3. CONTRACTOR SHALL FURNISH ALL PAVEMENT MARKINGS FOR FIRE LANES, ROADWAY LANES, PARKING STALLS, ACCESSIBLE PARKING SYMBOLS, ACCESS AISLES, STOP BARS AND SIGNS, AND MISCELLANEOUS STRIPING WITHIN THE PARKING LOT AS SHOWN ON THE PLANS.
4. ALL EXPANSION JOINTS SHALL EXTEND THROUGH THE CURB.
5. THE MINIMUM LENGTH OF OFFSET JOINTS AT RADIUS POINTS SHALL BE 2 FEET.
6. ALL JOINTS, INCLUDING EXPANSION JOINTS WITH REMOVABLE TACK STRIPS, SHALL BE SEALED WITH JOINT SEALANT.
7. THE MATERIALS AND PROPERTIES OF ALL CONCRETE SHALL MEET THE APPLICABLE REQUIREMENTS IN THE A.C.I. (AMERICAN CONCRETE INSTITUTE) MANUAL OF CONCRETE PRACTICE.
8. CONTRACTOR SHALL APPLY A SECOND COATING OVER ALL PAVEMENT MARKINGS PRIOR TO ACCEPTANCE BY OWNER FOLLOWED BY A COAT OF GLASS BEADS AS APPLICABLE PER THE PROJECT DOCUMENTS.
9. ANY EXISTING PAVEMENT, CURBS AND/OR SIDEWALKS DAMAGED OR REMOVED WILL BE REPAIRED BY THE CONTRACTOR AT HIS EXPENSE TO THE SATISFACTION OF THE ENGINEER AND OWNER.
10. BEFORE PLACING PAVEMENT, CONTRACTOR SHALL VERIFY SUITABLE ACCESSIBLE ROUTES (PER A.D.A). GRADING FOR ALL SIDEWALKS AND ACCESSIBLE ROUTES INCLUDING CROSSING DRIVEWAYS SHALL CONFORM TO CURRENT ADA STATE/NATIONAL STANDARDS. IN NO CASE SHALL ACCESSIBLE RAMP SLOPES EXCEED 1 VERTICAL TO 12 HORIZONTAL. IN NO CASE SHALL SIDEWALK CROSS SLOPES EXCEED 2% . IN NO CASE SHALL LONGITUDINAL SIDEWALK SLOPES EXCEED 5%. IN NO CASE SHALL ACCESSIBLE PARKING STALLS OR AISLES EXCEED 2% (1.5% TARGET) IN ALL DIRECTIONS. SIDEWALK ACCESS TO EXTERNAL BUILDING DOORS AND GATES SHALL BE ADA COMPLIANT. CONTRACTOR SHALL NOTIFY ENGINEER IMMEDIATELY IF ADA CRITERIA CANNOT BE MET IN ANY LOCATION PRIOR TO PAVING. NO CONTRACTOR CHANGE ORDERS WILL BE ACCEPTED FOR A.D.A COMPLIANCE ISSUES.
11. MAXIMUM JOINT SPACING IS TWICE THE DEPTH OF THE CONCRETE PAVEMENT IN FEET.

GRADING AND DRAINAGE NOTES

1. GENERAL CONTRACTOR AND ALL SUBCONTRACTORS SHALL VERIFY THE SUITABILITY OF ALL EXISTING AND PROPOSED SITE CONDITIONS INCLUDING GRADES AND DIMENSIONS BEFORE START OF CONSTRUCTION. THE ENGINEER SHALL BE NOTIFIED IMMEDIATELY OF ANY DISCREPANCIES.
2. THE CONTRACTOR SHALL GRADE THE SITE TO THE ELEVATIONS INDICATED AND SHALL ADJUST BMP'S AS NECESSARY AND REGRADE WASHOUTS WHERE THEY OCCUR AFTER EVERY RAINFALL UNTIL A GRASS STAND IS WELL ESTABLISHED OR ADEQUATE STABILIZATION OCCURS.
3. CONTRACTOR SHALL ENSURE THERE IS POSITIVE DRAINAGE FROM THE PROPOSED BUILDINGS SO THAT SURFACE RUNOFF WILL DRAIN BY GRAVITY TO NEW OR EXISTING DRAINAGE OUTLETS. CONTRACTOR SHALL ENSURE NO PONDING OCCURS IN PAVED AREAS AND SHALL NOTIFY ENGINEER IF ANY GRADING DISCREPANCIES ARE FOUND IN THE EXISTING AND PROPOSED GRADES PRIOR TO PLACEMENT OF PAVEMENT OR UTILITIES.
4. CONTRACTOR SHALL PROTECT ALL MANHOLE COVERS, VALVE COVERS, VAULT LIDS, FIRE HYDRANTS, POWER POLES, GUY WIRES, AND TELEPHONE BOXES THAT ARE TO REMAIN IN PLACE AND UNDISTURBED DURING CONSTRUCTION. EXISTING CASTINGS AND STRUCTURES TO REMAIN SHALL BE ADJUSTED TO MATCH THE PROPOSED FINISHED GRADES.
5. BACKFILL FOR UTILITY LINES SHALL BE PLACED PER DETAILS, STANDARDS, AND SPECIFICATIONS SO THAT THE UTILITY WILL BE STABLE. WHERE UTILITY LINES CROSS THE PARKING LOT, THE TOP 6 INCHES SHALL BE COMPACTED SIMILARLY TO THE REMAINDER OF THE LOT. UTILITY DITCHES SHALL BE VISUALLY INSPECTED DURING THE EXCAVATION PROCESS TO ENSURE THAT UNDESIRABLE FILL IS NOT USED.
6. CONTRACTOR IS RESPONSIBLE FOR THE REMOVAL AND REPLACEMENT OF 4" OF TOPSOIL AT COMPLETION OF WORK. ALL UNPAVED AREAS IN EXISTING RIGHTS-OF-WAY DISTURBED BY CONSTRUCTION SHALL BE REGRADED AND SODDED.
7. AFTER PLACEMENT OF SUBGRADE AND PRIOR TO PLACEMENT OF PAVEMENT, CONTRACTOR SHALL TEST AND OBSERVE PAVEMENT AREAS FOR EVIDENCE OF PONDING. ALL AREAS SHALL ADEQUATELY DRAIN TOWARDS THE INTENDED STRUCTURE TO CONVEY STORM RUNOFF. CONTRACTOR SHALL IMMEDIATELY NOTIFY OWNER AND ENGINEER IF ANY DISCREPANCIES ARE DISCOVERED.
8. WHERE EXISTING PAVEMENT IS INDICATED TO BE REMOVED AND REPLACED, THE CONTRACTOR SHALL SAW CUT FULL DEPTH FOR A SMOOTH AND STRAIGHT JOINT AND REPLACE THE PAVEMENT WITH THE SAME TYPE AND DEPTH OF MATERIAL AS EXISTING OR AS INDICATED.
9. THE CONTRACTOR SHALL INSTALL PROTECTION OVER ALL DRAINAGE STRUCTURES FOR THE DURATION OF CONSTRUCTION AND UNTIL ACCEPTANCE OF THE PROJECT BY THE OWNER. ALL DRAINAGE STRUCTURES SHALL BE CLEANED OF DEBRIS AS REQUIRED DURING AND AT THE END OF CONSTRUCTION TO PROVIDE POSITIVE DRAINAGE FLOWS.
10. IF DEWATERING IS REQUIRED, THE CONTRACTOR SHALL OBTAIN ANY APPLICABLE REQUIRED PERMITS. THE CONTRACTOR IS TO COORDINATE WITH THE OWNER AND THE DESIGN ENGINEER PRIOR TO ANY EXCAVATION.
11. FIELD DENSITY TESTS SHALL BE TAKEN AT INTERVALS IN ACCORDANCE WITH THE LOCAL JURISDICTIONAL AGENCY OR TO MN/DOT STANDARDS. IN THE EVENT THAT THE CONTRACT DOCUMENTS AND THE JURISDICTIONAL AGENCY REQUIREMENTS ARE NOT IN AGREEMENT, THE MOST STRINGENT SHALL GOVERN.
12. ALL SLOPES AND AREAS DISTURBED BY CONSTRUCTION SHALL BE GRADED AS PER PLANS. THE AREAS SHALL THEN BE SODDED OR SEEDED AS SPECIFIED IN THE PLANS, FERTILIZED, MULCHED, WATERED AND MAINTAINED UNTIL HARDY GRASS GROWTH IS ESTABLISHED IN ALL AREAS. ANY AREAS DISTURBED FOR ANY REASON PRIOR TO FINAL ACCEPTANCE OF THE JOB SHALL BE CORRECTED BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER. ALL EARTHEN AREAS WILL BE SODDED OR SEEDED AND MULCHED AS SHOWN ON THE LANDSCAPING PLAN.
13. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE CONTROL OF DUST AND DIRT RISING AND SCATTERING IN THE AIR DURING CONSTRUCTION AND SHALL PROVIDE WATER SPRINKLING OR OTHER SUITABLE METHODS OF CONTROL. THE CONTRACTOR SHALL COMPLY WITH ALL GOVERNING REGULATIONS PERTAINING TO ENVIRONMENTAL PROTECTION.
14. SOD, WHERE CALLED FOR, MUST BE INSTALLED AND MAINTAINED ON EXPOSED SLOPES WITHIN 48 HOURS OF COMPLETING FINAL GRADING, AND AT ANY OTHER TIME AS NECESSARY, TO PREVENT EROSION, SEDIMENTATION OR TURBID DISCHARGES.
15. THE CONTRACTOR SHALL ENSURE THAT LANDSCAPE ISLAND PLANTING AREAS AND OTHER PLANTING AREAS ARE NOT COMPACTED AND DO NOT CONTAIN ROAD BASE MATERIALS. THE CONTRACTOR SHALL ALSO EXCAVATE AND REMOVE ALL UNDESIRABLE MATERIAL FROM ALL AREAS ON THE SITE TO BE PLANTED AND PROPERLY DISPOSED OF IN A LEGAL MANNER.
16. THE CONTRACTOR SHALL INSTALL ALL UNDERGROUND STORM WATER PIPING PER MANUFACTURER'S RECOMMENDATIONS AND MN/DOT SPECIFICATION.
17. ALL CONCRETE/ASPHALT SHALL BE INSTALLED PER GEOTECH REPORT, CITY OF BROOKLYN CENTER AND MN/DOT SPECIFICATIONS.
18. SPOT ELEVATIONS ARE TO FLOWLINE OF CURB UNLESS OTHERWISE NOTED.
19. LIMITS OF CONSTRUCTION ARE TO THE PROPERTY LINE UNLESS OTHERWISE SPECIFIED ON THE PLAN.
20. IMMEDIATELY REPORT TO THE OWNER ANY DISCREPANCIES FOUND BETWEEN ACTUAL FIELD CONDITIONS AND CONSTRUCTION DOCUMENTS.
21. THE CONTRACTOR IS RESPONSIBLE FOR LOCATING AND PROTECTING EXISTING UTILITIES, AND SHALL REPAIR ALL DAMAGE TO EXISTING UTILITIES THAT OCCUR DURING CONSTRUCTION WITHOUT COMPENSATION.
22. BLEND NEW EARTHWORK SMOOTHLY TO TRANSITION BACK TO EXISTING GRADE.
23. ALL PROPOSED GRADES ONSITE SHALL BE 3:1 OR FLATTER UNLESS OTHERWISE INDICATED ON THE PLANS. ANY SLOPES STEEPER THAN 4:1 REQUIRE EROSION AND SEDIMENT CONTROL BLANKET.
24. ADHERE TO ALL TERMS AND CONDITIONS AS NECESSARY IN THE GENERAL N.P.D.E.S. PERMIT AND STORMWATER POLLUTION PREVENTION PLAN FOR STORMWATER DISCHARGE ASSOCIATED WITH CONSTRUCTION ACTIVITIES.
25. ADJUST AND/OR CUT EXISTING PAVEMENT AS NECESSARY TO ASSURE A SMOOTH FIT AND CONTINUOUS GRADE.
26. CONTRACTOR SHALL ENSURE MINIMUM GRADES ARE MET WITHIN PAVED AREAS, 1.2% FOR ASPHALT PAVING AND 0.6% FOR CONCRETE PAVING.

3RD PARTY TEST REPORTS REQ'D

TEST REPORTS REQUIRED FOR CLOSE OUT INCLUDE, BUT ARE NOT LIMITED TO:

- DENSITY TEST REPORTS
- BACTERIOLOGICAL TESTS OF WATER SYSTEM
- PRESSURE TEST OF WATER/SEWER
- LEAK TESTS ON SEWER SYSTEM AND GREASE TRAPS
- ANY OTHER TESTING REQUIRED BY THE AGENCY/MUNICIPALITY

REFER TO GEOTECHNICAL REPORT NO. B2101248
BRAUN INTERTEC CORPORATION
11001 HAMPSHIRE AVENUE S
MINNEAPOLIS, MN 55438
DATED APRIL 9, 2021

WATER STORM SEWER & SANITARY SEWER NOTES

1. THE CONTRACTOR SHALL CONSTRUCT GRAVITY SEWER LATERALS, MANHOLES, GRAVITY SEWER LINES, AND DOMESTIC WATER AND FIRE PROTECTION SYSTEM AS SHOWN ON THESE PLANS. THE CONTRACTOR SHALL FURNISH ALL NECESSARY MATERIALS, EQUIPMENT, MACHINERY, TOOLS, MEANS OF TRANSPORTATION AND LABOR NECESSARY TO COMPLETE THE WORK IN FULL AND COMPLETE ACCORDANCE WITH THE SHOWN, DESCRIBED AND REASONABLY INTENDED REQUIREMENTS OF THE CONTRACT DOCUMENTS AND JURISDICTIONAL AGENCY REQUIREMENTS. IN THE EVENT THAT THE CONTRACT DOCUMENTS AND THE JURISDICTIONAL AGENCY REQUIREMENTS ARE NOT IN AGREEMENT, THE MOST STRINGENT SHALL GOVERN.
2. ALL EXISTING UNDERGROUND UTILITY LOCATIONS SHOWN ARE APPROXIMATE. THE CONTRACTOR SHALL COMPLY WITH ALL REQUIREMENTS FOR UTILITY LOCATION AND COORDINATION IN ACCORDANCE WITH THE NOTES CONTAINED IN THE GENERAL CONSTRUCTION SECTION OF THIS SHEET.
3. THE CONTRACTOR SHALL RESTORE ALL DISTURBED VEGETATION IN KIND, UNLESS SHOWN OTHERWISE.
4. DEFLECTION OF PIPE JOINTS AND CURVATURE OF PIPE SHALL NOT EXCEED THE MANUFACTURER'S SPECIFICATIONS. SECURELY CLOSE ALL OPEN ENDS OF PIPE AND FITTINGS WITH A WATERTIGHT PLUG WHEN WORK IS NOT IN PROGRESS. THE INTERIOR OF ALL PIPES SHALL BE CLEAN AND JOINT SURFACES WIPED CLEAN AND DRY AFTER THE PIPE HAS BEEN LOWERED INTO THE TRENCH. VALVES SHALL BE PLUMB AND LOCATED ACCORDING TO THE PLANS.
5. ALL PIPE AND FITTINGS SHALL BE CAREFULLY STORED FOLLOWING MANUFACTURER'S RECOMMENDATIONS. CARE SHALL BE TAKEN TO AVOID DAMAGE TO THE COATING OR LINING IN ANY D.I. PIPE FITTINGS. ANY PIPE OR FITTING WHICH IS DAMAGED OR WHICH HAS FLAWS OR IMPERFECTIONS WHICH, IN THE OPINION OF THE ENGINEER OR OWNER, RENDERS IT UNFIT FOR USE, SHALL NOT BE USED. ANY PIPE NOT SATISFACTORY FOR USE SHALL BE CLEARLY MARKED AND IMMEDIATELY REMOVED FROM THE JOB SITE, AND SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE.
6. WATER FOR FIRE FIGHTING SHALL BE MADE AVAILABLE FOR USE BY THE CONTRACTOR PRIOR TO COMBUSTIBLES BEING BROUGHT ON SITE.
7. ALL UTILITY AND STORM DRAIN TRENCHES LOCATED UNDER AREAS TO RECEIVE PAVING SHALL BE COMPLETELY BACK FILLED IN ACCORDANCE WITH THE GOVERNING JURISDICTIONAL AGENCY'S SPECIFICATIONS. IN THE EVENT THAT THE CONTRACT DOCUMENTS AND THE JURISDICTIONAL AGENCY REQUIREMENTS ARE NOT IN AGREEMENT, THE MOST STRINGENT SHALL GOVERN.
8. UNDERGROUND LINES SHALL BE SURVEYED BY A STATE OF MN PROFESSIONAL LAND SURVEYOR PRIOR TO BACK FILLING.
9. CONTRACTOR SHALL PERFORM, AT HIS OWN EXPENSE, ANY AND ALL TESTS REQUIRED BY THE SPECIFICATIONS AND/OR ANY AGENCY HAVING JURISDICTION. THESE TESTS MAY INCLUDE, BUT MAY NOT BE LIMITED TO, INFILTRATION AND EXFILTRATION, TELEVISION INSPECTION AND A MANDREL TEST ON GRAVITY SEWER. A COPY OF THE TEST RESULTS SHALL BE PROVIDED TO THE UTILITY PROVIDER, OWNER AND JURISDICTIONAL AGENCY AS REQUIRED.
10. CONTRACTOR SHALL PROVIDE FOR A MINIMUM HORIZONTAL CLEARANCE OF 10' AND A VERTICAL CLEARANCE OF 18" BETWEEN WATER AND SANITARY SEWER MANHOLES AND LINES.
11. IF ANY EXISTING STRUCTURES TO REMAIN ARE DAMAGED DURING CONSTRUCTION IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO REPAIR AND/OR REPLACE THE EXISTING STRUCTURE AS NECESSARY TO RETURN IT TO EXISTING CONDITIONS OR BETTER.
12. ALL STORM PIPE ENTERING STRUCTURES SHALL BE GROUTED TO ASSURE CONNECTION AT STRUCTURE IS WATERTIGHT UNLESS OTHERWISE STATED BY CITY AND STATE DESIGN STANDARDS AND SPECIFICATIONS.
13. UNLESS OTHERWISE STATED IN CITY AND STATE DESIGN STANDARDS AND SPECIFICATIONS, ALL STORM SEWER MANHOLES IN PAVED AREAS SHALL BE FLUSH WITH PAVEMENT, AND SHALL HAVE TRAFFIC BEARING RING & COVERS. MANHOLES IN UNPAVED AREAS SHALL BE 6" ABOVE FINISH GRADE. LIDS SHALL BE LABELED "STORM SEWER". EXISTING CASTINGS AND STRUCTURES WITHIN PROJECT LIMITS SHALL BE ADJUSTED TO MEET THESE CONDITIONS AND THE PROPOSED FINISHED GRADE.
14. TOPOGRAPHIC INFORMATION IS TAKEN FROM A TOPOGRAPHIC SURVEY BY LAND SURVEYORS. IF THE CONTRACTOR DOES NOT ACCEPT EXISTING TOPOGRAPHY AS SHOWN ON THE PLANS, WITHOUT EXCEPTION, THEN THE CONTRACTOR SHALL SUPPLY, AT THEIR EXPENSE, A TOPOGRAPHIC SURVEY BY A REGISTERED LAND SURVEYOR TO THE OWNER FOR REVIEW.
15. CONSTRUCTION SHALL COMPLY WITH ALL APPLICABLE GOVERNING CODES AND BE CONSTRUCTED TO SAME.
16. ALL STORM STRUCTURES SHALL HAVE A SMOOTH UNIFORM POURED MORTAR FROM INVERT IN TO INVERT OUT.
17. ROOF DRAINS SHALL BE CONNECTED TO STORM SEWER BY PREFABRIC

DESCRIPTION OF PROJECT AND CONSTRUCTION ACTIVITY

PROJECT INFORMATION:

PROJECT LOCATION:
WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 02, TOWNSHIP 118, RANGE 21
HENNEPIN COUNTY, MN

MPCA ADDRESS:
MINNESOTA POLLUTION CONTROL AGENCY
CONSTRUCTION STORMWATER PERMIT PROGRAM
520 LAFAYETTE ROAD NORTH ST. PAUL, MN 55155-4194
PHONE: (800) 443-4729

WATER MANAGEMENT:
CITY OF BROOKLYN CENTER
SHINGLE CREEK WATERSHED DISTRICT (SCWD)

GEOTECHNICAL INFORMATION:
THE GEOTECHNICAL REPORT WAS DONE BY BRAUN INTERTEC CORPORATION DATED APRIL 9, 2021, REPORT NUMBER B2101248. THE EXISTING SOILS ON SITE ARE PREDOMINATELY POORLY GRADED SAND WITH SILT (SP--SM) WITH SECTION OF COVERING PAVEMENT. ACCORDING TO MPCA, THESE ARE CONSIDERED TYPE "B" SOILS AND ARE CONDUCTIVE TO INFILTRATION. GROUNDWATER LEVEL WAS ENCOUNTERED BETWEEN 839.5 FT TO 844 FT DURING BORING. EXISTING SITE ELEVATION IS GRADED TO AROUND 850 FT TO 852 FT.

PROJECT DESCRIPTION:

SCANNELL PROPERTIES IS PROPOSING TO CONSTRUCT A 2-BUILDING, 228,750 SQUARE-FOOT SPECULATIVE INDUSTRIAL PARK ON APPROXIMATELY 15-ACRES IN BROOKLYN CENTER, MINNESOTA. THE SITE IS LOCATED WITHIN SHINGLE CREEK CROSSING ON A LOT PREVIOUSLY OCCUPIED BY SEARS OFF SHINGLE CREEK DRIVE. THE EXISTING DEVELOPMENT IS COMPRISED OF A 115,000 SQUARE-FOOT SEARS RETAIL STORE, 15,000 SQUARE-FOOT AUTO MAINTENANCE BUILDING, AND ASSOCIATED PAVEMENTS.

THE PROJECT SITE DOES NOT INCLUDE SITES OF HISTORIC OR ARCHEOLOGICAL SIGNIFICANCE AND DOES NOT INCLUDE ENDANGERED & THREATENED SPECIES, RARE NATURAL COMMUNITIES, COLONIAL WATERBIRD NESTING SITES, MIGRATORY WATERFOWL CONCENTRATION AREAS, DEER WINTERING AREAS OR WILDLIFE CORRIDORS.

CONSTRUCTION ACTIVITY:

RECEIVING WATERS:
THE PROPOSED SITE DISCHARGES TO THE SOUTH AND THEN TRAVELS LESS THAN 1- MILE TO THE MISSISSIPPI RIVER.

CALCAREOUS FENS:
THIS PROJECT DOES NOT DRAIN TO ANY KNOW CALCAREOUS FENS.

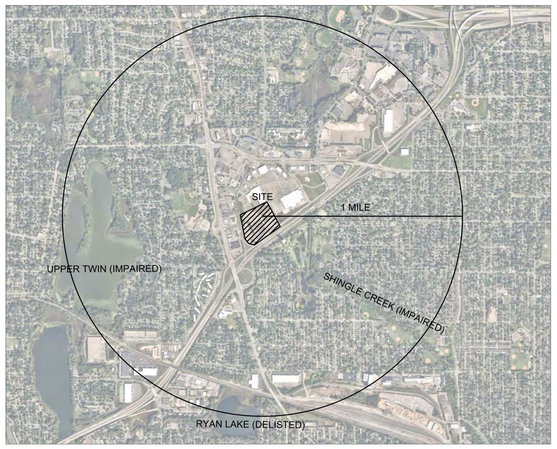
SPECIAL OR IMPAIRED WATERS:
THE SITE IS LOCATED WITHIN ONE MILE OF UPPER TWIN LAKE, RYAN LAKE, AND SHINGLE CREEK. UPPER TWIN LAKE AND SHINGLE CREEK ARE CLASSIFIED AS IMPAIRED WATERS AND RESTRICTED WATERS AS DESCRIBED IN THE GENERAL PERMIT. UPPER TWIN LAKE HAS IMPAIRED USE FOR AQUATIC CONSUMPTION, AND AQUATIC RECREATION. THE LAKE IS ALSO IMPAIRED WITH MERCURY IN FISH TISSUE, POLYCHLORINATED BIPHENYLS IN FISH TISSUE, AND PERFLUOROOCTANE SULFONATE (PFOS) IN FISH TISSUE. SHINGLE CREEK HAS IMPAIRED USE FOR AQUATIC LIFE, AND AQUATIC RECREACTION. THE CREEK IS ALSO IMPAIRED WITH CHLORINE, DISSOLVED OXYGEN, E. COLI, FISH BIOASSESSMENTS, AND BENTHIC MACROINVERTEBRATE BIOASSESSMENT. RYAN LAKE IS CLASSIFIED AS DELISTED WATER AFFECTED USE FOR AQUATIC RECREATION.

DESCRIPTION OF PROPOSED CONSTRUCTION ACTIVITIES:
THE PROPOSED DEVELOPMENT PROJECT CONSISTS OF 16.5 ACRES, a 120,000 SF BUILDING AND A 108,750 SF BUILDING. THE DISTURBED AREA IS 17.4 ACRES. THE PROPOSED PROJECT INCLUDES 12.6 ACRES OF IMPERVIOUS AREA AND 4.7 ACRES OF PERVIOUS AREA.

SEQUENCE OF MAJOR CONSTRUCTION ACTIVITIES:
PHASE 1:
1. INSTALL INLET PROTECTION AT EXISTING STORMWATER INLETS.
2. CONSTRUCT STABILIZED CONSTRUCTION ENTRANCE, CONCRETE WASHOUT PIT AND INSTALL PERIMETER CONTROL (SAFETY FENCE, SILT SOCK, AND SILT FENCE).
3. CONSTRUCT TEMPORARY SEDIMENT BASINS.
4. PREPARE TEMPORARY PARKING STORAGE AREA.
5. COMPLETE REMOVALS AS INDICATED IN PLANS.
6. PERFORM MASS GRADING. ROUGH GRADE TO ESTABLISH PROPOSED DRAINAGE PATTERNS.
7. START CONSTRUCTION OF BUILDING PADS AND STRUCTURES.
8. IMMEDIATELY STABILIZE ANY EXPOSED SOIL AREAS AND COMPLETE STABILIZATION WITHIN 7 DAYS OF CEASING CONSTRUCTION ACTIVITIES IN THAT PORTION OF THE SITE.

PHASE 2:
1. INSTALL INLET PROTECTION AT ALL STORM SEWER STRUCTURES AS EACH INLET STRUCTURE IS INSTALLED.
2. INSTALL APPROPRIATE BMP INLET PROTECTION DEVICES AS WORK PROGRESSES. INSTALL ALL OTHER TEMPORARY EROSION AND SEDIMENT CONTROLS.
3. COMPLETE GRADING AND INSTALLATION OF PERMANENT STABILIZATION OVER ALL AREAS DISTURBED.
4. STABILIZE AREAS DISTURBED BY THE REMOVAL OF TEMPORARY BMP'S.

EROSION AND SEDIMENT CONTROL PLAN AND DETAIL SHEETS:
SHEET C101 - SWPPP
SHEET C200-202 - DEMOLITION PLAN



IMPAIRED WATERS MAP

TIMING OF CONTOL MEASURES

THE FOLLOWING CONTROL MEASURES WILL BE COORDINATED WITH CONSTRUCTION ACTIVITIES:
1. STORM SEWER INLET PROTECTION SHALL BE THE FIRST ITEM CONSTRUCTED AND SHALL REMAIN IN PLACE UNTIL PERMANENT STABILIZATION HAS TAKEN PLACE.
2. SILT FENCE SHALL BE CONSTRUCTED PRIOR TO ANY SOIL DISTURBANCE AND SHALL REMAIN IN PLACE UNTIL PERMANENT STABILIZATION HAS TAKEN PLACE.
3. STRUCTURAL BMPS, SUCH AS DIVERSIONS, AND SEDIMENT TRAPS OR BASINS (IF REQUIRED), SHALL BE INSTALLED PRIOR TO MAJOR SOIL DISTURBANCE;
4. CLEARING, GRADING AND PAVEMENT REMOVAL WILL NOT OCCUR IN AN AREA UNTIL IT IS NECESSARY FOR CONSTRUCTION TO PROCEED;
5. INFILTRATION AREA (IF REQUIRED) SHALL NOT BE EXCAVATED TO FINAL GRADE UNTIL THE CONTRIBUTING DRAINAGE AREA HAS BEEN STABILIZED. IN ADDITION RIGOROUS EROSION PREVENTION AND SEDIMENT CONTROLS MUST BE IMPLEMENTED TO KEEP ALL RUNOFF AND SEDIMENT OUT OF THE INFILTRATION PRACTICE.

EROSION AND SEDIMENT CONTROL DEVICES WILL BE SATISFACTORILY MAINTAINED UNTIL THE CONSTRUCTION IS COMPLETED AND THE POTENTIAL FOR EROSION HAS PASSED.

CERTIFICATION OF COMPLIANCE WITH FEDERAL, STATE AND LOCAL REGULATIONS

THE STORM WATER POLLUTION PREVENTION PLAN REFLECTS MINNESOTA POLLUTION CONTROL AGENCY GUIDELINES FOR STORM WATER MANAGEMENT AND EROSION AND SEDIMENT CONTROL DURING CONSTRUCTION ACTIVITIES. THE STORM WATER POLLUTION PREVENTION PLAN HAS BEEN PREPARED IN ACCORDANCE WITH THE PROVISIONS OF THE NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM PERMIT. BMPS SHALL BE INCORPORATED IN ACCORDANCE WITH THE NPDES/SDS STORMWATER PERMIT FOR CONSTRUCTION.

MAINTENANCE AND INSPECTION RECORDS

THE OWNER AND CONTRACTOR SHALL BE RESPONSIBLE FOR THE FOLLOWING INSPECTION AND MAINTENANCE PRACTICES TO MAINTAIN EROSION AND SEDIMENT CONTROLS.
1. PERMITTEES MUST IMMEDIATELY INITIATE STABILIZATION OF EXPOSED SOIL AREAS AND COMPLETE STABILIZATION WITHIN SEVEN (7) DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE TEMPORARILY OR PERMANENTLY CEASES.
2. ALL CONTROL MEASURES WILL BE INSPECTED AT LEAST ONCE EACH WEEK AND WITHIN 24 HOURS OF THE END OF A STORM EVENT OF 0.5 INCHES OR GREATER IN 24 HOURS. THE INSPECTION WILL BE COMPLETED BY THE EROSION CONTROL SUPERVISOR.
3. ALL MEASURES WILL BE MAINTAINED IN GOOD WORKING ORDER; IF A REPAIR IS NECESSARY, IT WILL BE INITIATED WITHIN 24 HOURS OF REPORT.
4. BIO ROLLS WILL BE INSPECTED FOR DEPTH OF SEDIMENT, TEARS, TO SEE IF THE FABRIC IS SECURELY ATTACHED TO THE CONCRETE BARRIERS.
5. INLET PROTECTION DEVICES WILL BE INSPECTED FOR DEPTH OF SEDIMENT AND FREE OF ANY TEARS. DEVICES SHALL BE INSPECTED TO ENSURE THEY ARE SECURELY IN PLACE.
6. SILT FENCE SHALL BE INSPECTED FOR DEPTH OF SEDIMENT, TEARS, FABRIC ATTACHMENT TO POSTS, AND THAT POSTS AND FABRIC BOTTOM ARE FIRMLY IN THE GROUND.
7. BUILT UP SEDIMENT SHALL BE REMOVED FROM SILT FENCE WHEN IT HAS REACHED ONE THIRD THE HEIGHT OF THE FENCE.

SPILL PREVENTION

GOOD HOUSEKEEPING:
THE FOLLOWING GOOD HOUSEKEEPING PRACTICES WILL BE FOLLOWED ONSITE DURING THE CONSTRUCTION PROJECT.
1. DESIGNATE AREAS FOR EQUIPMENT MAINTENANCE AND REPAIR, TAKING STEPS TO MINIMIZE SPILLS AND CONTROL THE RUNOFF FROM THESE AREAS;
2. PROVIDE WASTE RECEPTACLES AT CONVENIENT LOCATIONS. THE RECEPTACLES SHOULD BE COVERED AND THE WASTE SHOULD BE REGULARLY COLLECTED;
3. PROVIDE APPROPRIATE CONTROL OF EQUIPMENT WASH WATERS, SUCH AS CONCRETE WASHOUTS, TO PREVENT UNAUTHORIZED DRY WEATHER DISCHARGES AND AVOID MIXING THE WASH WATER WITH STORM WATER.
4. PROVIDE PROTECTED STORAGE AREAS FOR CHEMICALS, PAINTS, SOLVENTS, FERTILIZERS, GASOLINE, AND OTHER POTENTIALLY TOXIC MATERIALS. THESE AREAS SHOULD PROVIDE CONTAINMENT TO PREVENT STORM WATER FROM ENTERING THE CHEMICAL STORAGE AREA AND PREVENT LEAKS FROM LEAVING THE CHEMICAL STORAGE AREA; AND
5. PROVIDE ADEQUATELY MAINTAINED SANITARY FACILITIES.

HAZARDOUS PRODUCTS:
THESE PRACTICES ARE USED TO REDUCE THE RISKS ASSOCIATED WITH HAZARDOUS MATERIALS.
1. PRODUCTS WILL BE KEPT IN THEIR ORIGINAL CONTAINERS UNLESS IT CANNOT BE RESEALED.
2. ORIGINAL LABELS AND MATERIAL SAFETY DATA SHEETS WILL BE RETAINED ON SITE AND ACCESSIBLE AT ALL TIMES; THEY CONTAIN IMPORTANT PRODUCT AND SAFETY INFORMATION.
3. IF SURPLUS PRODUCT MUST BE DISPOSED OF, MANUFACTURERS' OR LOCAL AND STATE RECOMMENDED METHODS FOR PROPER DISPOSAL WILL BE FOLLOWED.

SPILL CONTROL PRACTICES:
IN ADDITION TO THE GOOD HOUSEKEEPING AND MATERIAL MANAGEMENT PRACTICES DISCUSSED IN THE PREVIOUS SECTIONS OF THIS PLAN, THE FOLLOWING PRACTICES WILL BE FOLLOWED FOR SPILL PREVENTION AND CLEANUP:
1. MANUFACTURERS' RECOMMENDED METHODS FOR SPILL CLEANUP WILL BE CLEARLY POSTED AND SITE PERSONNEL WILL BE MADE AWARE OF THE PROCEDURES AND THE LOCATION OF THE INFORMATION AND CLEANUP SUPPLIES.
2. MATERIALS AND EQUIPMENT NECESSARY FOR SPILL CLEANUP WILL BE KEPT IN A MATERIAL STORAGE AREA LOCATED ONSITE. EQUIPMENT AND MATERIALS WILL INCLUDE BUT NOT BE LIMITED TO BROOMS, DUST PANS, MOPS, RAGS, GLOVES, GOGGLES, CAT LITTER, SAND, SAWDUST, AND PLASTIC AND METAL TRASH CONTAINERS SPECIFICALLY FOR THIS PURPOSE.
3. ALL SPILLS WILL BE CLEANED UP IMMEDIATELY AFTER DISCOVERY.
4. THE SPILL AREA WILL BE KEPT WELL VENTILATED AND PERSONNEL WILL WEAR APPROPRIATE PROTECTIVE CLOTHING TO PREVENT INJURY FROM CONTACT WITH A HAZARDOUS SUBSTANCE.
5. SPILLS OF TOXIC OR HAZARDOUS MATERIAL WILL BE REPORTED TO THE APPROPRIATE STATE OR LOCAL GOVERNMENT AGENCY, REGARDLESS OF THE SIZE. IN ADDITION TO REPORTING TO LOCAL AUTHORITIES, REPORT SPILLS TO THE MINNESOTA POLLUTION CONTROL AGENCY (STATE DUTY OFFICER: 800-422-0798 OR 651-297-8610). ANY SPILLS ABOVE THE REPORTABLE QUANTITIES LIMITS IN THE CODE OF FEDERAL REGULATIONS (CFR), TITLE 40, PART 302 SHALL BE REPORTED TO THE EPA NATIONAL RESPONSE CENTER (800-424-8802). THE REPORT WILL INCLUDE MEASURES TO PREVENT SPILLS FROM REOCCURRING AND INFORMATION REGARDING HOW TO REMEDIATE SPILLS IF A SIMILAR OCCURRENCE HAPPENS. A DESCRIPTION OF THE SPILL, WHAT CAUSED IT, AND THE CLEANUP MEASURES WILL ALSO BE INCLUDED.
6. THE CONTRACTOR'S EROSION CONTROL SUPERVISOR SHALL BE THE SPILL PREVENTION AND CLEANUP COORDINATOR.
7. SPILLS WILL BE STUDIED TO UNDERSTAND WHY THEY OCCURRED AND PREVENTIVE METHODS WILL BE CREATED TO ENSURE SIMILAR SPILLS DO NOT OCCUR IN THE FUTURE.

PRODUCT SPECIFIC PRACTICES

PETROLEUM PRODUCTS:
ALL ON SITE VEHICLES WILL BE MONITORED FOR LEAKS AND RECEIVE REGULAR PREVENTIVE MAINTENANCE TO REDUCE THE CHANCE OF LEAKAGE. PETROLEUM PRODUCTS WILL BE STORED IN TIGHTLY SEALED CONTAINERS WHICH ARE CLEARLY LABELED. ANY ASPHALT BASED MATERIALS USED ON SITE WILL BE APPLIED AND STORED ACCORDING TO THE MANUFACTURER'S RECOMMENDATIONS. ANY SPILLED PETROLEUM PRODUCTS OF 5 GALLONS OR MORE SHALL BE REPORTED TO THE MINNESOTA POLLUTION CONTROL AGENCY AT 651-297-8610.

PAINTS AND CLEANING SOLVENTS:
ALL CONTAINERS WILL BE TIGHTLY SEALED AND STORED WHEN NOT REQUIRED FOR USE. EXCESS PAINT AND SOLUTIONS WILL NOT BE DISCHARGED TO THE STORM SEWER SYSTEM BUT WILL BE PROPERLY DISPOSED OF ACCORDING TO MANUFACTURERS' INSTRUCTIONS OR STATE AND LOCAL REGULATIONS.

CONCRETE AND CONCRETE TRUCKS:
CONCRETE, CONCRETE TOOLS AND TRUCKS ALL MUST WASH OUT IN A DESIGNATED AREA. THE DESIGNATED AREA MUST BE CLEARLY IDENTIFIED ON THE SITE AND COMMUNICATED TO ALL PERSONNEL INVOLVED WITH CAST-IN-PLACE CONCRETE AS THE WASHOUT AREA. THIS DESIGNATED AREA MUST MEET THE MPCA AND EPA REGULATIONS OF A DEFINED CONCRETE WASHOUT AREA. THE FOLLOWING THREE OPTIONS ARE CONSIDERED AN APPROVED METHOD:
1. KEEPING ALL CONCRETE WASHOUT SELF-CONTAINED AND RETURNED TO AN INDUSTRIAL SITE TO BE DISPOSED OF IN A MPCA APPROVED MANNER.
2. PROVIDING A PREFABRICATED CONCRETE WASHOUT CONTAINER THAT ALL CONCRETE WASHOUT CAN BE COLLECTED IN. THESE CONTAINERS SHOULD BE MAINTAINED ON A REGULAR BASIS.
3. CREATING A SELF-INSTALLED WASHOUT FACILITY WITH AN IMPERMEABLE LINER. AN ENGINEERED CLAY LINER WILL BE CONSIDERED AN IMPERMEABLE LINER.

FOR ADDITIONAL INFORMATION ON CONCRETE WASHOUT REGULATIONS, PLEASE SEE THE MPCA'S MEMORANDUM "CONCRETE WASHOUT GUIDANCE" AND THE EPA "STORMWATER BEST MANAGEMENT PRACTICES CONCRETE WASHOUT".

VEHICLE AND EQUIPMENT WASHING:
IF VEHICLES OR EQUIPMENT ARE WASHED ON THE PROJECT SITE IT MUST BE DONE IN A DESIGNATED AREA. THE DESIGNATED AREA MUST BE CLEARLY IDENTIFIED ON THE SITE AND COMMUNICATED TO ALL PERSONNEL INVOLVED. RUNOFF FROM THE WASHING AREA MUST BE CONTAINED IN A SEDIMENT BASIN OR OTHER SIMILAR CONTROL METHOD AND MUST BE PROPERLY DISPOSED OF.

INSPECTIONS AND MAINTENANCE

EROSION CONTROL SUPERVISOR (MNDOT 2573):
THE CONTRACTOR SHALL ASSIGN AN EROSION CONTROL SUPERVISOR FOR THE PROJECT WHO SHALL BE RESPONSIBLE FOR COMPLIANCE WITH THE PROJECT SWPPP. THE EROSION CONTROL SUPERVISOR (ECS) SHALL COMPLY WITH THE MOST CURRENT ADDITION OF THE MNDOT STANDARD SPECIFICATION FOR CONSTRUCTION FOR ALL APPLICABLE SECTIONS. THE ECS SHALL:
1. IMPLEMENT THE SWPPP PLAN.
2. OVERSEE MAINTENANCE PRACTICES IDENTIFIED IN THE SWPPP.
3. CONDUCT OR PROVIDE FOR INSPECTION AND MONITORING ACTIVITIES
4. INSPECT SITE AND BEGIN CORRECTIVE ACTIONS TO DEFICIENT BMP'S NO LATER THAN 24 HOURS AFTER A RAINFALL EVENT.
5. PREPARE WEEKLY SCHEDULE OF EROSION ACTIVITIES (MNDOT 1717.2D)
6. PREPARE AND UPDATE THE CONTRACTORS EROSION/SEDIMENT CONTROL SITE PLAN AS NECESSARY (MNDOT1717.2E)
7. IDENTIFY OTHER POTENTIAL POLLUTANT SOURCES AND MAKE SURE REMEDIES ARE ADDED TO THE SWPPP
8. IDENTIFY ANY DEFICIENCIES IN THE SWPPP AND IDENTIFY BEST MANAGEMENT PRACTICES (BMPS) TO ADDRESS THE DEFICIENCIES AND ASSURE THEY ARE ADDED TO THE SWPPP.
9. IF CHANGES IN CONSTRUCTION DOCUMENTS ARE NOT ADDRESSED IN THE SWPPP, THEN THE ECS SHALL AMEND THE SWPPP TO INCLUDE THE CHANGES

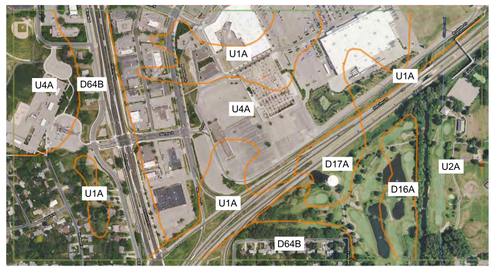
MAINTENANCE AND INSPECTION REQUIREMENTS SHALL BE CONSISTENT WITH NPDES CSW PERMIT PARTS 11.2-11.11.

CONTRACTOR'S EROSION/SEDIMENT CONTROL SITE PLAN:
THE CONTRACTOR SHALL SUBMIT A CONTRACTOR'S EROSION / SEDIMENT CONTROL SITE PLAN TO THE ENGINEER A MINIMUM OF 24 HOURS PRIOR TO THE FIRST PRE-CONSTRUCTION MEETING. THE CONTRACTOR'S EROSION / SEDIMENT CONTROL SITE PLAN SHALL INCLUDE:
1. THE NAME OF THE CONTRACTOR'S DESIGNATED EROSION CONTROL SUPERVISOR WITH 24-HOUR CONTACT INFORMATION. (I.E. PHONE NUMBER, EMAIL, ETC.)
2. NAME AND CONTACT INFORMATION FOR THE INDIVIDUAL(S) RESPONSIBLE FOR PERFORMING AND MAINTAINING THE SITE INSPECTION LOGS ON A WEEKLY BASIS (OR WITHIN 24 HOURS OF 0.5 INCHES OF A RAIN IN A 24 HOUR PERIOD).
3. NAME AND CONTACT INFORMATION OF THE INDIVIDUAL(S) RESPONSIBLE FOR TEMPORARY AND PERMANENT STABILIZATION.
4. NAME AND CONTACT INFORMATION OF THE INDIVIDUAL(S) WHO WILL BE RESPONSIBLE FOR EMERGENCY REPAIRS AND REPLACEMENTS.
5. LOCATION WHERE THE SWPPP DOCUMENT AND NPDES PERMIT WILL BE KEPT ON-SITE. THE DOCUMENT SHOULD BE ACCESSIBLE AT ALL TIMES AND AVAILABLE IN THE TIME OF ESSENCE.
6. WHERE AND HOW CONCRETE WASHOUT WILL OCCUR AND BE IN COMPLIANCE OF THE MINNESOTA POLLUTION CONTROL AGENCY'S (MPCA) MEMORANDUM "CONCRETE WASHOUT GUIDANCE".
7. LOCATION OF STOCKPILES OF NATIVE SOILS AND/OR BORROW MATERIALS INDICATE HOW STOCKPILES WILL BE KEPT IN COMPLIANCE WITH NPDES AND MPCA REQUIREMENTS.

THE CONTRACTOR WILL NOT BE ALLOWED TO START WORK UNTIL THE ENGINEER HAS REVIEWED AND ACCEPTED THE CONTRACTOR'S EROSION / SEDIMENT CONTROL SITE PLAN.

INSPECTION AND MAINTENANCE PRACTICES
1. ALL CONTROL MEASURES SHALL BE INSPECTED AT LEAST ONCE EACH WEEK AND WITHIN 24 HOURS ON THE END OF A STORM EVENT RESULTING IN 0.5 INCHES OR GREATER WITHIN A 24 HOUR PERIOD. THE INSPECTION SHALL BE COMPLETED BY THE ECS.
2. PERMITTEES MUST IMMEDIATELY INITIATE STABILIZATION OF EXPOSED SOIL AREAS AND COMPLETE STABILIZATION WITHIN SEVEN (7) DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE TEMPORARILY OR PERMANENTLY CEASES.
3. ALL MEASURES SHALL BE MAINTAINED IN GOOD WORKING ORDER; IF A REPAIR IS NECESSARY, IT SHALL BE INITIATED WITHIN 24 HOURS OF REPORT.
4. SILT FENCE SHALL BE INSPECTED FOR DEPTH OF SEDIMENT, TEARS, FABRIC ATTACHMENT TO POSTS, AND THAT POSTS AND FABRIC BOTTOM ARE FIRMLY IN THE GROUND.
5. BUILT UP SEDIMENT SHALL BE REMOVED FROM SILT FENCE WHEN IT HAS REACHED ONE THIRD THE HEIGHT OF THE FENCE OR SOONER.
6. INLET PROTECTION DEVICES SHALL BE INSPECTED FOR DEPTH OF SEDIMENT, ABSENCE OF TEARS AND TO ASSURE THAT THE DEVICES ARE SECURELY IN PLACE.

CONSTRUCTION NOTES:
1. PRIOR COMMENCEMENT OF CONSTRUCTION ACTIVITIES IN ANY AREA OF THE PROJECT, DOWN GRADIENT EROSION AND SEDIMENT CONTROL MEASURES AND CONCRETE BARRIERS DELINEATING THE CONSTRUCTION LIMITS SHALL BE INSTALLED AND INSPECTED BY THE ECS AND THE ENGINEER.
2. THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING ALL EROSION AND SEDIMENT CONTROL MEASURES AS REQUIRED BY THE MPCA'S NPDES PERMIT FOR CONSTRUCTION. THIS INCLUDES ANY ADDITIONAL EROSION AND SEDIMENT CONTROLS BEYOND THAT SHOWN ON THE PLAN.
3. PHASED CONSTRUCTION SHALL BE USED TO MINIMIZE SEDIMENT TRANSPORT.
4. THE MAXIMUM TIME ANY AREA CAN REMAIN OPEN WHILE NOT BEING WORKED IS 7 DAYS. FERTILIZER SHOULD BE DISTRIBUTED AT A RATE OF 250 LBS/ACRE.
5. IF DOWN GRADIENT BMPS ARE OVERLOADED DURING A STORM EVENT, ADDITIONAL UP GRADIENT BMPS ARE REQUIRED TO ELIMINATE THE OVERLOAD. THE ADDITIONAL BMPS MUST BE RECORDED ON THIS SWPPP IN THE AMENDMENTS TO SWPPP SECTION.
6. TEMPORARY STOCKPILES MUST HAVE SILT FENCE OR OTHER EFFECTIVE SEDIMENT CONTROLS, AND CANNOT BE PLACED IN SURFACE WATERS INCLUDING STORM WATER CONVEYANCES SUCH AS CURB AND GUTTER SYSTEMS, OR CONDUITS AND DITCHES. ALL STOCKPILES SHALL BE COVERED OR STABILIZED TO LIMIT WIND EROSION.
7. A CONSTRUCTION ENTRANCE SHALL BE CONSTRUCTED FOR THE PROJECT. A VEHICLE TRACKING PAD SHALL BE INSTALLED IN ACCORDANCE WITH THE CONSTRUCTION PLAN AT EVERY PROJECT ENTRANCE. ENTRANCES MUST BE INSPECTED AND MAINTAINED TO ENSURE PROPER FUNCTION.
8. THE CONTRACTOR SHALL CLEAN ALL TRACKED MATERIALS USING A STREET SWEEPER WITH A PICK UP BROOM ON ADJACENT ROADWAYS ON A DAILY BASIS AND AS DIRECTED BY THE ENGINEER OR AHJ.
9. CONCRETE WASHOUT SHALL BE DONE IN ACCORDANCE WITH THE MPCA AND THE EPA CONCRETE WASHOUT GUIDANCE.



CONTROLS

PERIMETER/SEDIMENT CONTROLS:
ONE CONSTRUCTION EXIT/ENTRANCE SHALL BE INCORPORATED INTO THE PROJECT. ALL CONSTRUCTION TRAFFIC SHALL UTILIZE THE CONSTRUCTION EXIT(S) SUCH THAT TRACK OUT OF SEDIMENT IS MINIMIZED IN ACCORDANCE WITH THE GENERAL PERMIT. SILT FENCING, BIOROLL AND SILT DIKES SHALL BE INSTALLED ON THE PERIMETER AND/OR DOWNSTREAM GRADIENT OF THE AREA TO BE DISTURBED. INLET PROTECTION WILL ALSO BE REQUIRED ON ALL EXISTING AND PROPOSED STORM SEWER CATCH BASINS AND MAINTAINED THROUGHOUT CONSTRUCTION.

THE PERMIT REQUIRES THAT TEMPORARY EROSION AND SEDIMENT CONTROLS BE IN PLACE PRIOR TO BEGINNING CONSTRUCTION, AND THAT THEY BE INSPECTED AND MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD. EFFECTIVE BMP'S MUST BE IN PLACE ON ALL EXPOSED SOIL AREAS WHERE NO CONSTRUCTION ACTIVITIES WILL OCCUR FOR A PERIOD OF 7 DAYS.

STABILIZATION PRACTICES:
TEMPORARY STABILIZATION INCLUDES THE INSTALLATION OF SILT FENCING ON THE DOWNSTREAM GRADIENT OF THE AREA TO BE DISTURBED. INLET PROTECTION WILL ALSO BE REQUIRED ON ALL EXISTING AND PROPOSED STORM SEWER CATCH BASINS AND MAINTAINED THROUGHOUT CONSTRUCTION. EFFECTIVE BMP'S MUST BE IN PLACE ON ALL EXPOSED SOIL AREAS WHERE NO CONSTRUCTION ACTIVITIES WILL OCCUR FOR A PERIOD OF 7 DAYS OR MORE. STABILIZING MUST OCCUR WITHIN 7 DAYS OF THE LAST CONSTRUCTION ACTIVITY.

STOCKPILES WILL BE KEPT IN AN ORDERLY FASHION IN AN AREA DESIGNATED BY THE EROSION CONTROL SUPERVISOR ON THE CONTRACTOR'S EROSION / SEDIMENT CONTROL SITE PLAN. THE STOCKPILES MUST HAVE PERIMETER CONTROL AND STABILIZATION IF SOIL STOCK PILES REMAIN FOR MORE THAN 7 DAYS. STABILIZATION OR COVERING THE PILE WITH PLASTIC OR GEO-TEXTILE MAY ALSO BE NECESSARY FOR CONTROLLING DUST.

PERMANENT STABILIZATION INCLUDES BUILDING CONSTRUCTION, PLACEMENT OF CURB AND GUTTER, PAVEMENT, AND FINAL LANDSCAPING AND GROUNDCOVER ACCORDING TO THE CONSTRUCTION DRAWINGS.

ANY REMOVALS SHALL BE LIMITED TO THAT WHICH IS REQUIRED AND IN AN ORDER THAT IS CONSISTENT WITH THE REMOVAL AND CONSTRUCTION SEQUENCE.

OTHER CONTROLS

WASTE MATERIALS:
ALL WASTE MATERIALS SHALL BE PROPERLY HANDLED, STORED, AND DISPOSED OF. CONSTRUCTION CHEMICALS AND CONCRETE WASHOUT WILL BE PROPERLY CONTROLLED TO PREVENT POLLUTANTS FROM ENTERING STORM WATER DISCHARGES.

SANITARY WASTE:
ALL SANITARY WASTE SHALL BE COLLECTED FROM THE PROTABLE UNITS AS REQUIRED BY LOCAL REGULATION .

HAZARDOUS WASTE MATERIALS:
ALL HAZARDOUS WASTE MATERIALS SHALL BE STORED AND DISPOSED OF IN THE MANNER SPECIFIED BY LOCAL OR STATE REGULATION. MATERIALS WITH THE POTENTIAL TO LEACH SHALL BE STORED UNDER COVER (E.G. PLASTIC SHEETING OR TEMPORARY ROOFS.) MATERIALS SHALL BE STORED IN A RESTRICTED ACCESS STORAGE AREA TO PREVENT VANDALISM. THE CONTRACTOR'S PERSONNEL SHALL BE INSTRUCTED IN THESE PRACTICES AND THE CONTRACTOR'S EROSION CONTROL SUPERVISOR SHALL BE RESPONSIBLE FOR SEEING THAT THESE PRACTICES ARE FOLLOWED.

OFF-SITE VEHICLE TRACKING:
PAVED STREETS ADJACENT TO THE PROJECT SITE SHALL BE KEPT CLEAN OF DEBRIS. STREETS SHALL BE SWEPT WITH A PICK-UP BROOM AS NECESSARY OR AS DIRECTED BY THE ENGINEER OR AHJ. DUMP TRUCKS HAULING MATERIAL TO AND FROM THE CONSTRUCTION AREA SHALL BE COVERED WITH A TARPAULIN. ALL VEHICLES EXITING THE SITE SHALL BE GUIDED AND REQUIRED TO GO THROUGH THE CONSTRUCTION EXIT.

DEWATERING AND BASIN DRAINING:
IF DEWATERING IS REQUIRED, PRACTICES DESCRIBED IN THE GEOTECHNICAL REPORT AND EROSION AND SEDIMENT CONTROL AND STORMWATER MANAGEMENT MANUAL SHOULD BE FOLLOWED. THE DEWATERING PLAN MUST INCLUDE BMPS TO PREVENT SEDIMENT TRANSPORT, EROSION, AND ADVERSE IMPACTS TO DOWNSTREAM RECEIVING WATERS. IN ADDITION, DEWATERING PLAN MUST INCLUDE ANY SPECIFIC CHEMICAL TREATMENTS THAT ARE USED. DISCHARGE OF STORM WATER AND GROUND WATER FROM CONSTRUCTION DEWATERING ACTIVITIES IS COVERED UNDER THE GENERAL PERMIT.

VEHICLE FUELING & MAINTENANCE:
WHENEVER POSSIBLE, VEHICLE REFUELING AND MAINTENANCE SHOULD NOT BE PERFORMED ON THE CONSTRUCTION SITE. HOWEVER, ANY VEHICLE REFUELING OR MAINTENANCE THAT MUST TAKE PLACE ON THE CONSTRUCTION SITE MUST HAVE PROPER SPILL PREVENTION CONTROLS IN PLACE PRIOR TO COMMENCING WORK.

EQUIPMENT AND VEHICLES MUST BE CLEANED REGULARLY TO PREVENT A BUILDUP OF OIL AND GREASE. BERMS, SANDBAGS, OR OTHER BARRIERS SHOULD BE USED AROUND THE PERIMETER OF THE MAINTENANCE AREA TO PREVENT STORM WATER CONTAMINATION. MAINTENANCE AREAS SHOULD BE CLEARLY DESIGNATED. SECONDARY CONTAINMENT (CAPABLE OF HANDLING 110% OF MATERIAL) MUST BE PROVIDED FOR ALL FLUIDS GREATER THAN 55 GALLONS. ALL WASTE FLUIDS MUST BE IN LEAK-PROOF CONTAINERS.

DUST CONTROL:
DUST RESULTING FROM THE CONTRACTOR'S WORK EITHER INSIDE OR OUTSIDE THE RIGHT OF WAY, SHALL BE CONTROLLED BY THE CONTRACTOR BY APPLYING EITHER WATER OR DUST PALLIATIVE, OR BOTH.

HENNEPIN COUNTY, MN	
MAP UNIT SYMBOL	MAP UNIT NAME
U4A	UDIPSAMMENTS COMPLEX, 0 TO 2 PERCENT SLOPES
D64B	HUBBARD SANDY LOAM, 0 TO 8 PERCENT SLOPES
U1A	UDORTHENTS COMPLEX, 0 TO 2 PERCENT SLOPES
U2A	UDORTHENTS COMPLEX, 0 TO 2 PERCENT SLOPES
D16A	SEELYEVILLE PONDED, 0 TO 1 PERCENT SLOPES
D17A	DUELM LOAMY SAND, 0 TO 2 PERCENT SLOPES

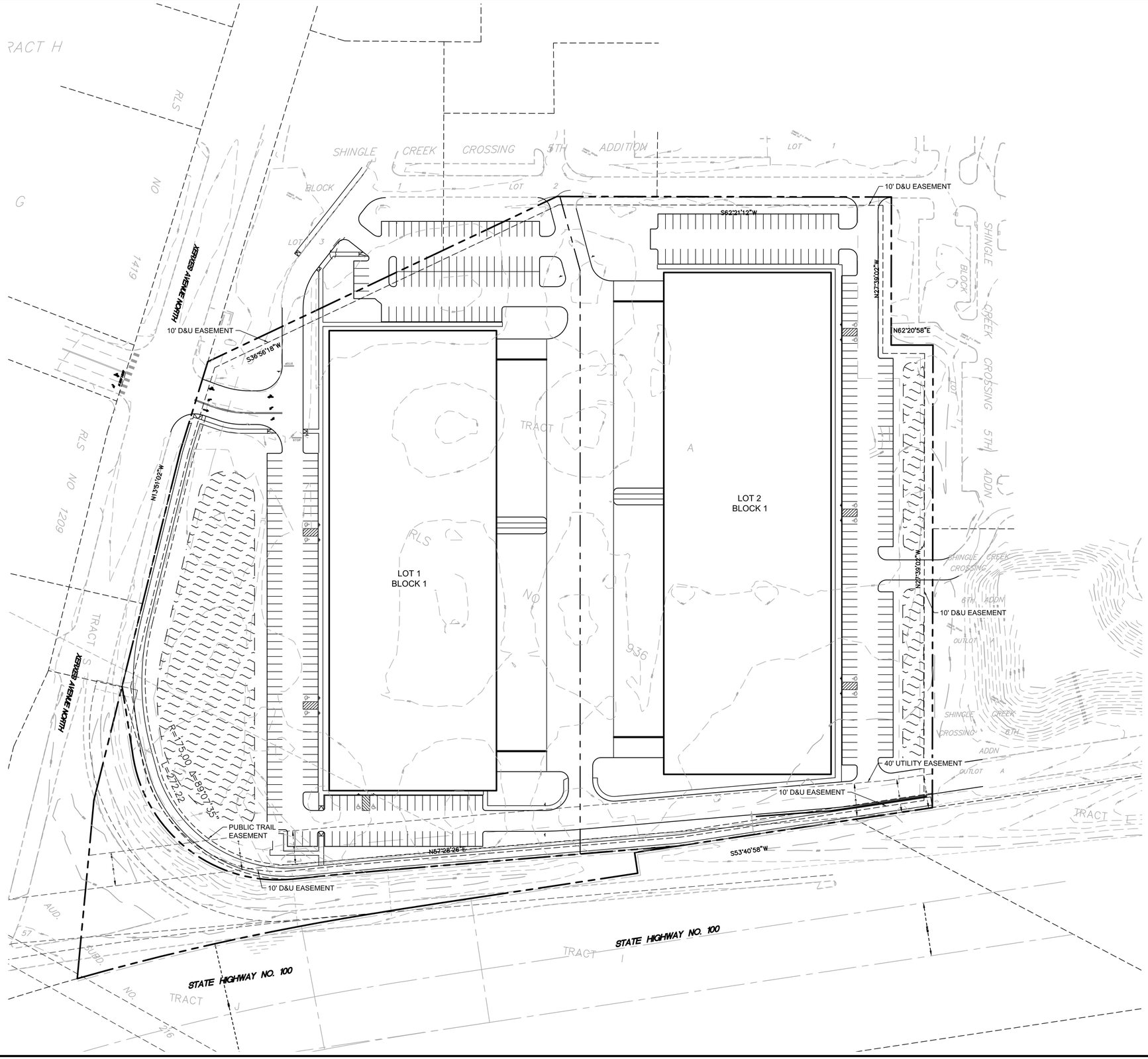
ENGINEER
KIMLEY-HORN AND ASSOCIATES, INC.
PREPARED BY: BRIAN M. WURDEMAN
767 EUSTIS STREET, SUITE 100
ST. PAUL, MN 55114
TELEPHONE (651) 645-4197

SWPPP DESIGNER
KIMLEY-HORN AND ASSOCIATES, INC.
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767 EUSTIS STREET, SUITE 100
ST. PAUL, MN 55114
TELEPHONE (651) 645-4197

DEVELOPER
SCANNELL PROPERTIES
294 GROVE LANE, SUITE 140
WAYZATA, MN 55391
T

K:\TWC_LDEV\Scannell\Brooklyn center - sears\3 Design\CAD\plansheets\PRELIMINARY PLAT.dwg May 24, 2022 - 4:59pm

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LEGEND

- PROPERTY LINE
- 928 EXISTING CONTOUR
- PROPOSED EASEMENT
- EXISTING EASEMENT

PROPERTY SUMMARY	
LOT 1, BLOCK 1	8.07 AC
LOT 2, BLOCK 1	7.19 AC
EXISTING ZONING	PUD / MX-B
PROPOSED ZONING	PUD / MX-B

EXISTING LEGAL DESCRIPTION

TRACT A, REGISTERED LAND SURVEY NO. 936,
HENNEPIN COUNTY, MINNESOTA.

OWNER/SUBDIVIDER:

SCANNELL PROPERTIES
294 GROVE LN E
WAYZATA, MN 55391
(763) 331-8850

SURVEYOR:

SUNDE LAND SURVEYING
9001 EAST BLOOMINGTON FREEWAY (35W), SUITE 118
BLOOMINGTON, MN 55420
LEONARD F. CARLSON, PLS LICENSE NO. 44890
TELEPHONE (952) 881-2455

ENGINEER:

KIMLEY-HORN AND ASSOCIATES, INC.
PREPARED BY: BRIAN WURDEMAN, PE #53113
767 EUSTIS STREET, SUITE 100
ST. PAUL, MN 55114
TELEPHONE (651) 645-4197

NORTH

GRAPHIC SCALE IN FEET
0 30 60 120

PRELIMINARY - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

Kimley»Horn

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767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-645-4197
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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.

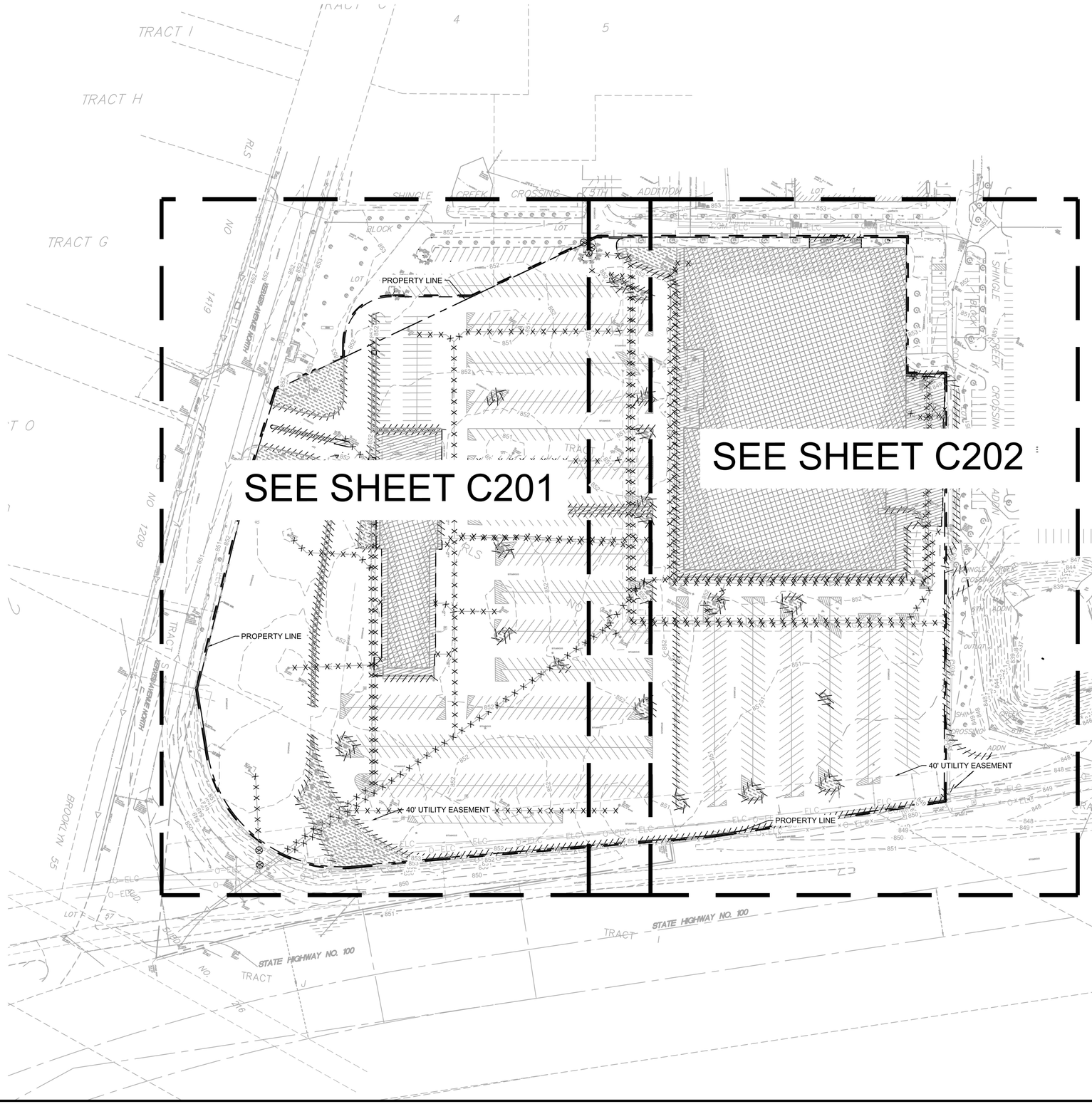
BRIAN M. WURDEMAN
DATE: 01/21/2022 LIC. NO. 53113 MN

KHA PROJECT	160046021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

PRELIMINARY PLAT

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C102



DEMOLITION PLAN NOTES

1. THE CONTRACTOR IS RESPONSIBLE FOR THE DEMOLITION, REMOVAL, AND DISPOSAL (IN A LOCATION APPROVED BY ALL GOVERNING AUTHORITIES) ALL STRUCTURES, PADS, WALLS, FLUMES, FOUNDATIONS, PARKING, DRIVES, DRAINAGE STRUCTURES, UTILITIES, ETC. SUCH THAT THE IMPROVEMENTS ON THE PLANS CAN BE CONSTRUCTED. ALL FACILITIES TO BE REMOVED SHALL BE UNDERCUT TO SUITABLE MATERIAL AND BROUGHT TO GRADE WITH SUITABLE COMPACTED FILL MATERIAL PER THE PROJECT DOCUMENTS.
2. THE CONTRACTOR IS RESPONSIBLE FOR REMOVING ALL DEBRIS FROM THE SITE AND DISPOSING THE DEBRIS IN A LAWFUL MANNER. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL PERMITS REQUIRED FOR DEMOLITION AND DISPOSAL. CONTRACTOR SHALL PROVIDE COPIES OF THE PERMIT AND RECEIPTS OF DISPOSAL OF MATERIALS TO THE OWNER AND OWNERS REPRESENTATIVE.
3. THE CONTRACTOR SHALL MAINTAIN ALL UTILITY SERVICES TO ADJACENT PROPERTIES AT ALL TIMES. UTILITY SERVICES SHALL NOT BE INTERRUPTED WITHOUT APPROVAL FROM THE CONSTRUCTION MANAGER AND COORDINATION WITH THE ADJACENT PROPERTIES AND/OR THE CITY.
4. THE CONTRACTOR SHALL COORDINATE WITH RESPECTIVE UTILITY COMPANIES PRIOR TO THE REMOVAL AND/OR RELOCATION OF UTILITIES. THE CONTRACTOR SHALL COORDINATE WITH THE UTILITY COMPANY CONCERNING PORTIONS OF WORK WHICH MAY BE PERFORMED BY THE UTILITY COMPANY'S FORCES AND ANY FEES WHICH ARE TO BE PAID TO THE UTILITY COMPANY FOR THEIR SERVICES. THE CONTRACTOR IS RESPONSIBLE FOR PAYING ALL FEES AND CHARGES.
5. THE LOCATIONS OF ALL EXISTING UTILITIES SHOWN ON THE PLAN HAVE BEEN DETERMINED FROM THE BEST INFORMATION AVAILABLE AND ARE GIVEN FOR THE CONVENIENCE OF THE CONTRACTOR. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR THEIR ACCURACY. PRIOR TO THE START OF ANY DEMOLITION ACTIVITY, THE CONTRACTOR SHALL NOTIFY THE UTILITY COMPANIES FOR LOCATIONS OF EXISTING UTILITIES WITHIN ALL AREAS OF PROPOSED WORK.
6. ALL EXISTING SEWERS, PIPING AND UTILITIES SHOWN ARE NOT TO BE INTERPRETED AS THE EXACT LOCATION, OR AS ANY OBSTACLES THAT MAY OCCUR ON THE SITE. VERIFY EXISTING CONDITIONS AND PROCEED WITH CAUTION AROUND ANY ANTICIPATED FEATURES. GIVE NOTICE TO ALL UTILITY COMPANIES REGARDING DESTRUCTION AND REMOVAL OF ALL SERVICE LINES AND CAP ALL LINES BEFORE PRECEDING WITH THE WORK.
7. ELECTRICAL, TELEPHONE, CABLE, WATER, FIBER OPTIC, AND/OR GAS LINES NEEDING TO BE REMOVED OR RELOCATED SHALL BE COORDINATED WITH THE AFFECTED UTILITY COMPANY. ADEQUATE TIME SHALL BE PROVIDED FOR RELOCATION AND CLOSE COORDINATION WITH THE UTILITY COMPANY IS NECESSARY TO PROVIDE A SMOOTH TRANSITION IN UTILITY SERVICE. CONTRACTOR SHALL PAY CLOSE ATTENTION TO EXISTING UTILITIES WITHIN ANY ROAD RIGHT-OF-WAY DURING CONSTRUCTION.
8. CONTRACTOR MUST PROTECT THE PUBLIC AT ALL TIMES WITH FENCING, BARRICADES, ENCLOSURES, ETC. (AND OTHER APPROPRIATE BEST MANAGEMENT PRACTICES) AS APPROVED BY THE CONSTRUCTION MANAGER. MAINTENANCE OF TRAFFIC CONTROL SHALL BE COORDINATED IN ACCORDANCE WITH BROOKLYN CENTER, HENNEPIN COUNTY AND MN/DOT.
9. CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES DURING CONSTRUCTION, AND SHALL NOTIFY ALL PROPERTIES IF ACCESS WILL BE INTERRUPTED OR ALTERED AT ANY TIME DURING CONSTRUCTION.
10. PRIOR TO DEMOLITION OCCURRING, ALL EROSION CONTROL DEVICES ARE TO BE INSTALLED.
11. CONTRACTOR MAY LIMIT SAW-CUT AND PAVEMENT REMOVAL TO ONLY THOSE AREAS WHERE IT IS REQUIRED AS SHOWN ON THESE CONSTRUCTION PLANS BUT IF ANY DAMAGE IS INCURRED ON ANY OF THE SURROUNDING PAVEMENT, ETC. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ITS REMOVAL AND REPAIR.
12. THE CONTRACTOR SHALL COORDINATE WATER MAIN WORK WITH THE FIRE DEPT. AND THE CITY WATER DEPARTMENT TO PLAN PROPOSED IMPROVEMENTS AND TO ENSURE ADEQUATE FIRE PROTECTION IS CONSTANTLY AVAILABLE TO THE SITE THROUGHOUT THIS SPECIFIC WORK AND THROUGH ALL PHASES OF CONSTRUCTION. CONTRACTOR WILL BE RESPONSIBLE FOR ARRANGING/PROVIDING ANY REQUIRED WATER MAIN SHUT OFFS WITH THE CITY OF BROOKLYN CENTER DURING CONSTRUCTION. ANY COSTS ASSOCIATED WITH WATER MAIN SHUT OFFS WILL BE THE RESPONSIBILITY OF THE CONTRACTOR AND NO EXTRA COMPENSATION WILL BE PROVIDED.
13. REFER TO SURVEY FOR ALL EXISTING INVERT AND RIM ELEVATIONS.
14. ALL UTILITIES SHOWN ARE EXISTING UTILITIES.
15. IN THE EVENT A WELL IS FOUND, THE CONTRACTOR SHALL CONTACT THE ENGINEER AND OWNER IMMEDIATELY. ALL WELLS SHALL BE SEALED BY A LICENSED WELL CONTRACTOR IN ACCORDANCE WITH ALL STATE OF MN REQUIREMENTS.
16. IN THE EVENT THAT UNKNOWN CONTAINERS OR TANKS ARE ENCOUNTERED, THE CONTRACTOR SHALL CONTACT THE OWNER AND/OR OWNERS REPRESENTATIVE IMMEDIATELY. ALL CONTAINERS SHALL BE DISPOSED OF AT A PERMITTED LANDFILL PER THE PROJECT DOCUMENTS.
17. CONTRACTOR SHALL NOTIFY THE ENGINEER IF ANY EXISTING DRAINTILE IS ENCOUNTERED ON SITE. NO ACTIVE DRAINTILE SHALL BE REMOVED WITHOUT APPROVAL FROM THE ENGINEER.

LEGEND

- PROPERTY LINE
- REMOVE BITUMINOUS SURFACE
- REMOVE CONCRETE SURFACE
- REMOVE BUILDING
- CLEARING & GRUBBING
- FULL DEPTH SAWCUT
- REMOVE TREE
- REMOVE CONCRETE CURB & GUTTER
- REMOVE UTILITY LINES
- FILL & ABANDON UTILITY LINES
- LIMITS OF CONSTRUCTION
- O—ELC — EXISTING OVERHEAD POWER LINE
- EXISTING CHAINLINK FENCE
- EXISTING J-BARRIER
- EXISTING RETAINING WALL
- EXISTING SANITARY SEWER
- EXISTING STORM SEWER
- EXISTING WATERMAIN
- GAS — EXISTING GAS MAIN
- TEL — EXISTING UNDERGROUND TELEPHONE
- CTV — EXISTING UNDERGROUND CABLE
- 928 — EXISTING CONTOUR
- EXISTING CURB & GUTTER
- EXISTING SIGN
- EXISTING FLARED END SECTION
- EXISTING STORM MANHOLE
- EXISTING STORM CATCHBASIN
- GAS METER — EXISTING GAS METER
- EXISTING POST INDICATOR VALVE
- EXISTING WELL
- EXISTING AUTOMATIC SPRINKLER
- EXISTING ROOF DRAIN
- EXISTING GATE VALVE
- EXISTING HYDRANT
- EXISTING METAL COVER
- E — EXISTING ELECTRICAL METER
- EXISTING AIR CONDITIONER
- EXISTING TELEPHONE MANHOLE
- EXISTING CABLE BOX
- EXISTING GUY WIRE
- EXISTING POWER POLE
- EXISTING LIGHT POLE
- EXISTING TREE
- EXISTING TREE LINE

NORTH

GRAPHIC SCALE IN FEET
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No.	REVISIONS	DATE	BY

Kimley»Horn
2018 KIMLEY-HORN AND ASSOCIATES, INC.
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BRIAN M. WURDEMAN
MN LIC. NO. 53313
DATE: 05/24/2022

KHA PROJECT	160846021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

OVERALL DEMO PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

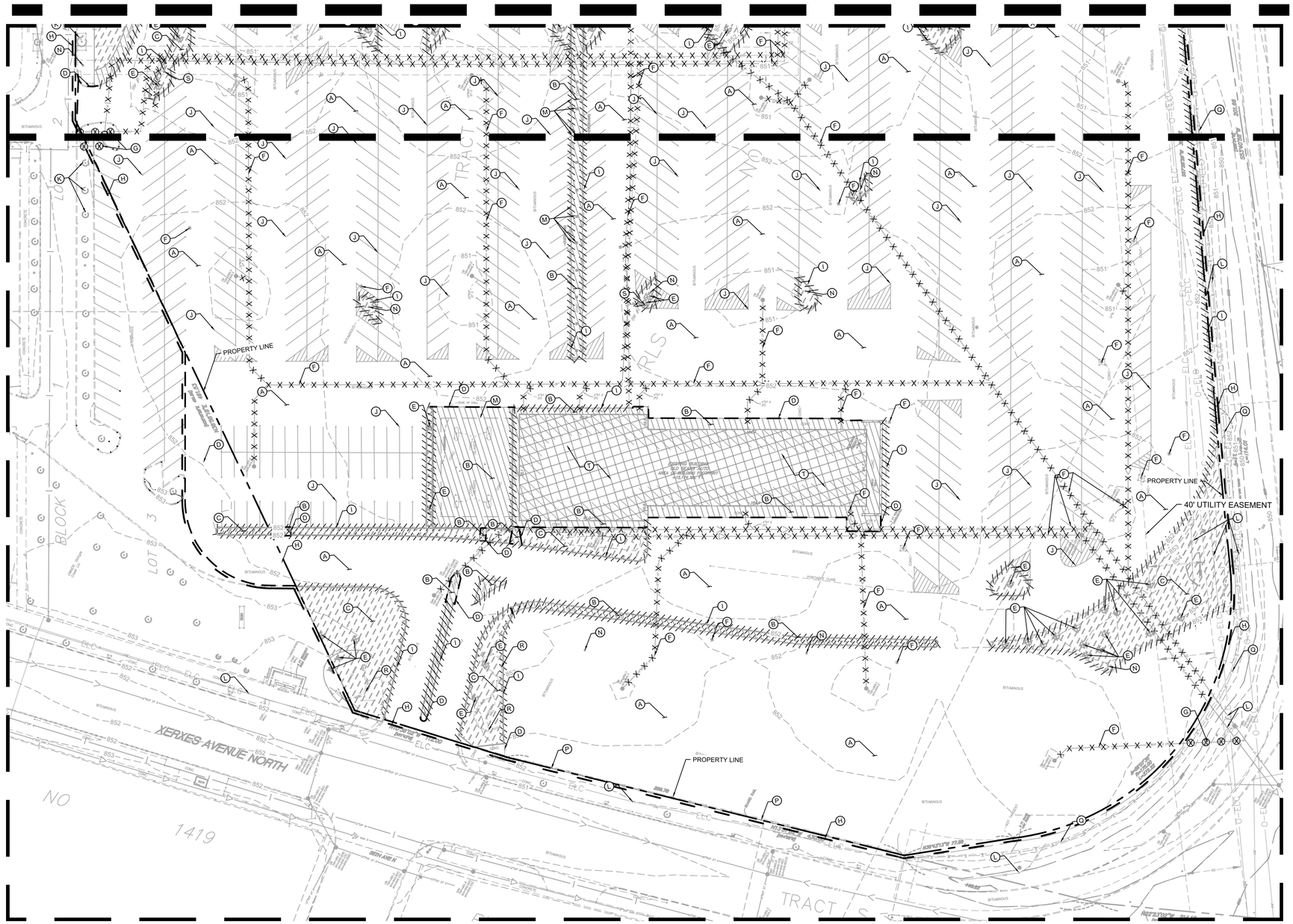
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SEE SHEET C202



LEGEND

- PROPERTY LINE
- REMOVE BITUMINOUS SURFACE
- REMOVE CONCRETE SURFACE
- REMOVE BUILDING
- CLEARING & GRUBBING
- FULL DEPTH SAWCUT
- REMOVE TREE
- REMOVE CONCRETE CURB & GUTTER
- REMOVE UTILITY LINES
- FILL & ABANDON UTILITY LINES
- LIMITS OF CONSTRUCTION
- EXISTING OVERHEAD POWER LINE
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- EXISTING LIGHT POLE
- EXISTING TREE
- EXISTING TREE LINE

KEYNOTE LEGEND

- (A) REMOVE ASPHALT, TYP.
- (B) REMOVE CONCRETE SURFACE, TYP.
- (C) CLEAR & GRUB, TYP.
- (D) FULL DEPTH SAWCUT, TYP.
- (E) REMOVE TREE, TYP.
- (F) REMOVE UTILITIES, TYP.
- (G) FILL & ABANDON UTILITIES, TYP.
- (H) LIMITS OF CONSTRUCTION, TYP.
- (I) REMOVE CURB & GUTTER, TYP.
- (J) PAVEMENT MARKINGS TO BE REMOVED
- (K) EXISTING TREES TO REMAIN AND BE PROTECTED THROUGHOUT CONSTRUCTION
- (L) EXISTING UTILITIES TO REMAIN AND BE PROTECTED THROUGHOUT CONSTRUCTION
- (M) REMOVE OVERHANG & COLUMNS
- (N) REMOVE LIGHT POLE
- (O) EXISTING LIGHT POLES TO REMAIN AND BE PROTECTED THROUGHOUT CONSTRUCTION
- (P) REMOVE FENCE
- (Q) EXISTING FENCE TO REMAIN AND BE PROTECTED THROUGHOUT CONSTRUCTION
- (R) REMOVE ACCESSORY STRUCTURE
- (S) REMOVE FIRE HYDRANT
- (T) REMOVE BUILDING, TYP.

GRAPHIC SCALE IN FEET
0 20 40 80

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No.	REVISIONS	DATE	BY

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BRIAN M. WURDEMAN
DATE: 05/24/2022 LIC. NO. 53113 MN

KHA PROJECT 160846021
DATE 05/24/2022
SCALE AS SHOWN
DESIGNED BY RAV
DRAWN BY RAV
CHECKED BY BMW

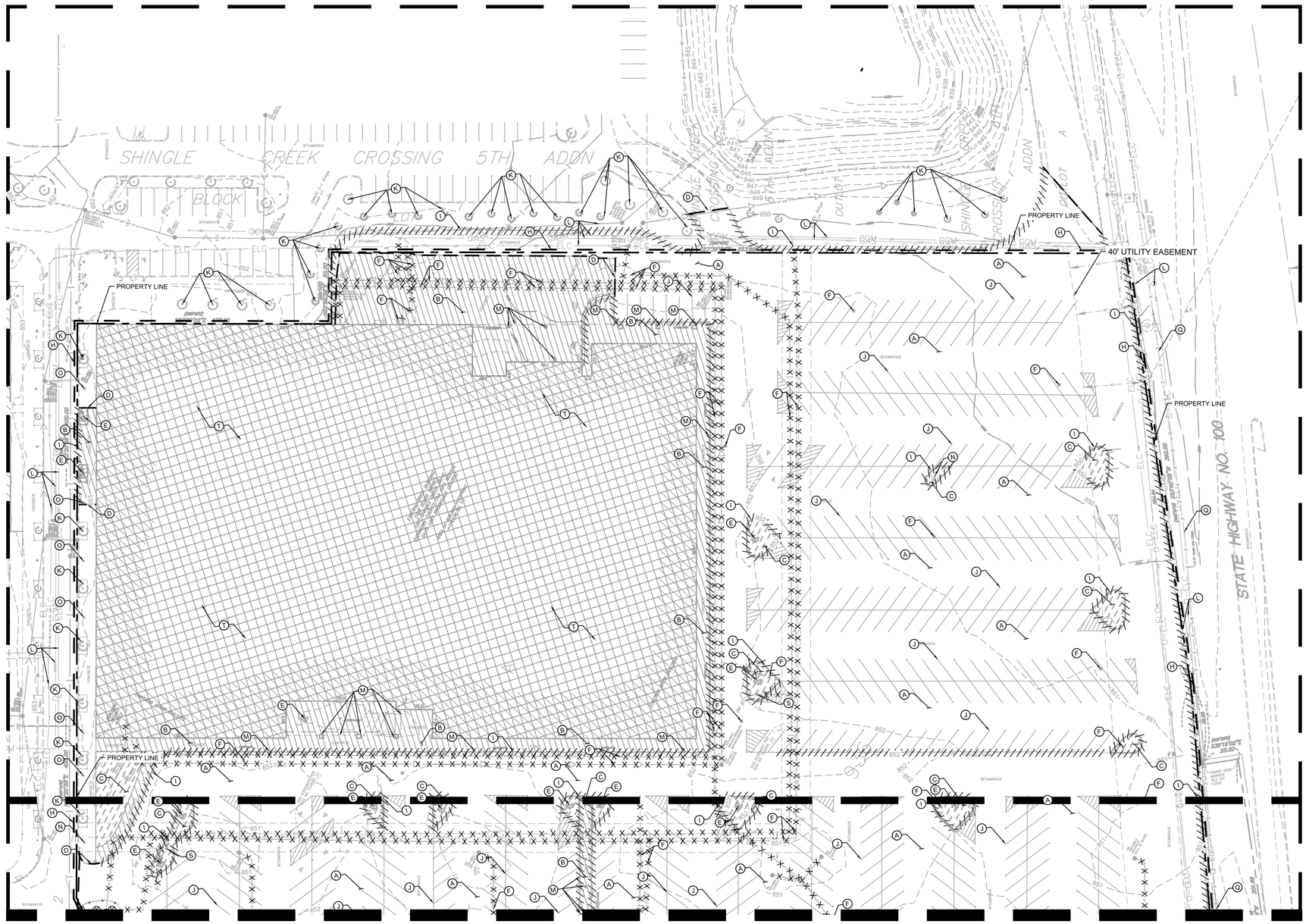
DEMO PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C201

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LEGEND

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- EXISTING STORM SEWER
- EXISTING WATERMAIN
- EXISTING GAS MAIN
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- EXISTING UNDERGROUND CABLE
- EXISTING CONTOUR
- EXISTING CURB & GUTTER
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- (G) FILL & ABANDON UTILITIES, TYP.
- (H) LIMITS OF CONSTRUCTION, TYP.
- (I) REMOVE CURB & GUTTER, TYP.
- (J) PAVEMENT MARKINGS TO BE REMOVED
- (K) EXISTING TREES TO REMAIN AND BE PROTECTED THROUGHOUT CONSTRUCTION
- (L) EXISTING UTILITIES TO REMAIN AND BE PROTECTED THROUGHOUT CONSTRUCTION
- (M) REMOVE OVERHANG & COLUMNS
- (N) REMOVE LIGHT POLE
- (O) EXISTING LIGHT POLES TO REMAIN AND BE PROTECTED THROUGHOUT CONSTRUCTION
- (P) REMOVE FENCE
- (Q) EXISTING FENCE TO REMAIN AND BE PROTECTED THROUGHOUT CONSTRUCTION
- (R) REMOVE ACCESSORY STRUCTURE
- (S) REMOVE FIRE HYDRANT
- (T) REMOVE BUILDING, TYP.

NORTH

GRAPHIC SCALE IN FEET
0 20 40 80

PRELIMINARY - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

Kimley»Horn
2018 KIMLEY-HORN AND ASSOCIATES, INC.
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

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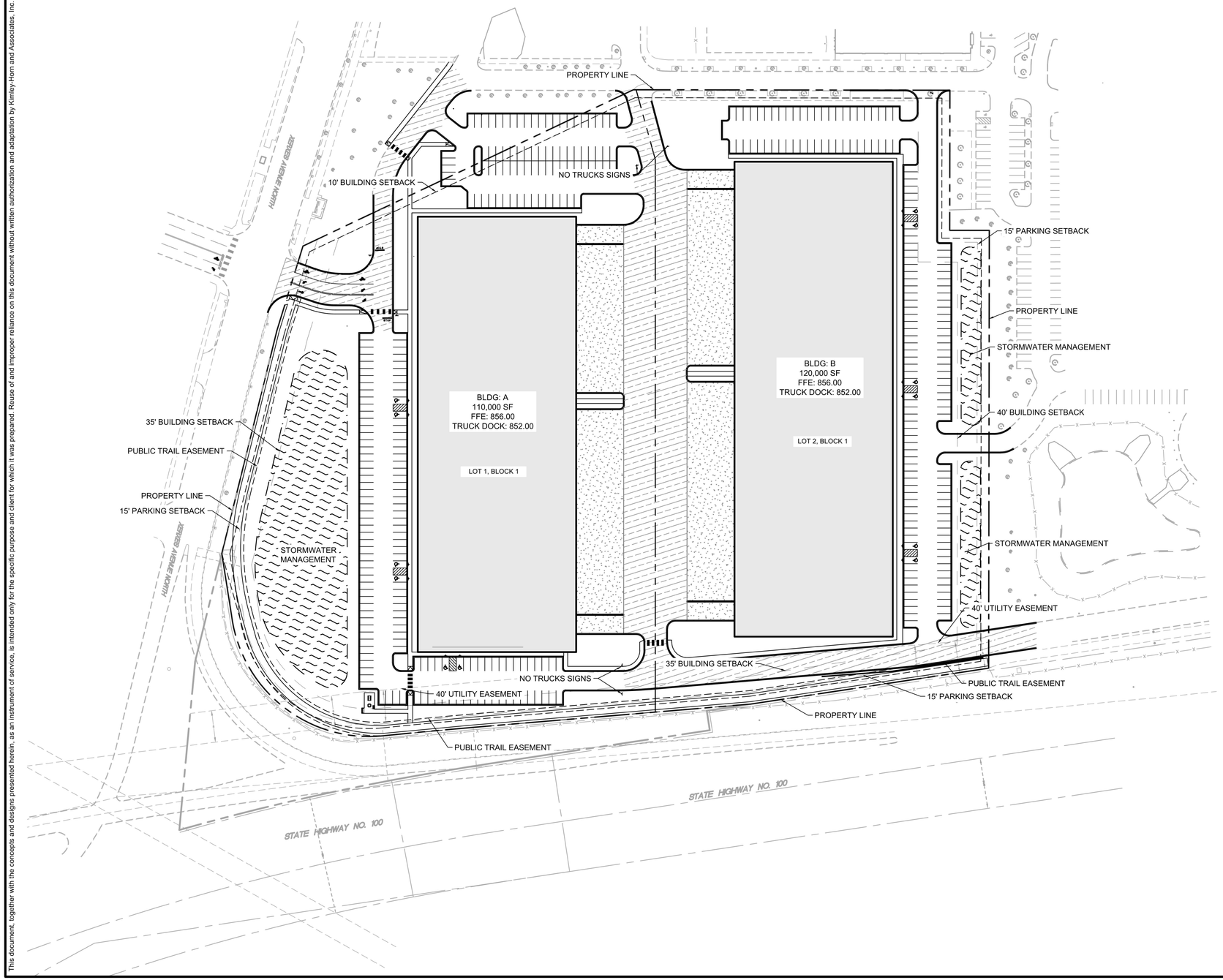
BRIAN M. WURDEMAN
DATE: 05/24/2022 LIC. NO. 53113 MN

KHA PROJECT 160846021
DATE 05/24/2022
SCALE AS SHOWN
DESIGNED BY RAV
DRAWN BY RAV
CHECKED BY BMW

DEMO PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C202



LEGEND

- PROPERTY LINE
- PROPOSED FENCE
- SETBACK LINE
- RETAINING WALL
- PROPOSED CURB AND GUTTER
- PROPOSED HEAVY DUTY ASPHALT
- PROPOSED STANDARD DUTY ASPHALT
- PROPOSED CONCRETE PAVEMENT
- PROPOSED STORMWATER MANAGEMENT AREA
- PROPOSED CONCRETE SIDEWALK

PROPERTY SUMMARY

NORTH 100 BUSINESS PARK	
PROPERTY AREA	664,544 SF (15.256 AC)
LOT 1, BLOCK 1 PROPERTY AREA	8.07 AC
LOT 2, BLOCK 1 PROPERTY AREA	7.19 AC

ZONING SUMMARY	
EXISTING ZONING	PUD / MX-B - PLANNED UNIT DEVELOPMENT / BUSINESS MIXED USE DISTRICT
PROPOSED ZONING	PUD / MX-B - PLANNED UNIT DEVELOPMENT / BUSINESS MIXED USE DISTRICT
PARKING SETBACKS	SIDE/REAR = 15' ROAD = 15'
BUILDING SETBACKS	FRONT = 35' CORNER = 35' INTERIOR SIDE = 10' REAR = 40'

BUILDING DATA SUMMARY

AREAS	
PROPOSED PROPERTY	15.256 AC
BUILDING A AREA	110,000 SF
BUILDING B AREA	120,000 SF

PARKING	
LOT 1, BLOCK 1	
REQUIRED PARKING	136 SPACES
PROPOSED PARKING	200 SPACES
PROPOSED PARKING EASEMENT SPACES	18 SPACES
ADA STALLS REQ'D / PROVIDED	6 STALLS / 6 STALLS
LOT 2, BLOCK 1	
REQUIRED PARKING	150 SPACES
PROPOSED PARKING	157 SPACES
ADA STALLS REQ'D / PROVIDED	6 STALLS / 6 STALLS

SITE PLAN NOTES

1. ALL WORK AND MATERIALS SHALL COMPLY WITH ALL CITY/COUNTY REGULATIONS AND CODES AND O.S.H.A. STANDARDS.
2. CONTRACTOR SHALL REFER TO THE ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF VESTIBULES, SLOPE PAVING, SIDEWALKS, EXIT PORCHES, TRUCK DOCKS, PRECISE BUILDING DIMENSIONS AND EXACT BUILDING UTILITY ENTRANCE LOCATIONS.
3. ALL INNER CURBED RADII ARE TO BE 3' AND OUTER CURBED RADII ARE TO BE 10' UNLESS OTHERWISE NOTED. STRIPED RADII ARE TO BE 5'.
4. ALL DIMENSIONS AND RADII ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
5. EXISTING STRUCTURES WITHIN CONSTRUCTION LIMITS ARE TO BE ABANDONED, REMOVED OR RELOCATED AS NECESSARY. ALL COST SHALL BE INCLUDED IN BASE BID.
6. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL RELOCATIONS, (UNLESS OTHERWISE NOTED ON PLANS) INCLUDING BUT NOT LIMITED TO, ALL UTILITIES, STORM DRAINAGE, SIGNS, TRAFFIC SIGNALS & POLES, ETC. AS REQUIRED. ALL WORK SHALL BE IN ACCORDANCE WITH GOVERNING AUTHORITIES REQUIREMENTS AND PROJECT SITE WORK SPECIFICATIONS AND SHALL BE APPROVED BY SUCH. ALL COST SHALL BE INCLUDED IN BASE BID.
7. SITE BOUNDARY, TOPOGRAPHY, UTILITY AND ROAD INFORMATION TAKEN FROM A SURVEY BY SUNDE LAND SURVEYING, DATED 03/30/2021.
8. KIMLEY-HORN ASSUMES NO LIABILITY FOR ANY ERRORS, INACCURACIES, OR OMISSIONS CONTAINED THEREIN.
9. TOTAL LAND AREA IS 15.256 ACRES.
10. PYLON / MONUMENT SIGNS SHALL BE CONSTRUCTED BY OTHERS. SIGNS ARE SHOWN FOR GRAPHICAL & INFORMATIONAL PURPOSES ONLY. CONTRACTOR TO VERIFY SIZE, LOCATION AND ANY REQUIRED PERMITS NECESSARY FOR THE CONSTRUCTION OF THE PYLON / MONUMENT SIGN.
11. CONTRACTOR SHALL REFERENCE ARCH / MEP PLANS FOR SITE LIGHTING AND ELECTRICAL PLAN.
12. NO PROPOSED LANDSCAPING SUCH AS TREES OR SHRUBS, ABOVE AND UNDERGROUND STRUCTURES, OR OTHER OBSTRUCTIONS SHALL BE LOCATED WITHIN EXISTING OR PROPOSED UTILITY EASEMENTS AND RIGHTS OF WAY UNLESS SPECIFICALLY NOTED ON PLANS OTHERWISE.
13. REFERENCE ARCHITECTURAL PLANS FOR DUMPSTER ENCLOSURE DETAILS.
14. REFER TO FINAL PLAT OR ALTA SURVEY FOR EXACT LOT AND PROPERTY BOUNDARY DIMENSIONS.
15. ALL AREAS ARE ROUNDED TO THE NEAREST SQUARE FOOT.
16. ALL DIMENSIONS ARE ROUNDED TO THE NEAREST TENTH FOOT.
17. ALL PARKING STALLS TO BE 9' IN WIDTH AND 18' IN LENGTH UNLESS OTHERWISE INDICATED.

NORTH

GRAPHIC SCALE IN FEET
0 35 70 140

PRELIMINARY - NOT FOR CONSTRUCTION

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Kimley»Horn

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BRIAN M. WURDEMAN
MN
DATE: 05/24/2022 LIC. NO. 53313

KHA PROJECT 160846021
DATE 05/13/2022
SCALE AS SHOWN
DESIGNED BY RAV
DRAWN BY RAV
CHECKED BY BMW

OVERALL SITE PLAN

NORTH 100 BUSINESS PARK

PREPARED FOR

SCANNELL PROPERTIES MN

BROOKLYN CENTER

SHEET NUMBER
C300

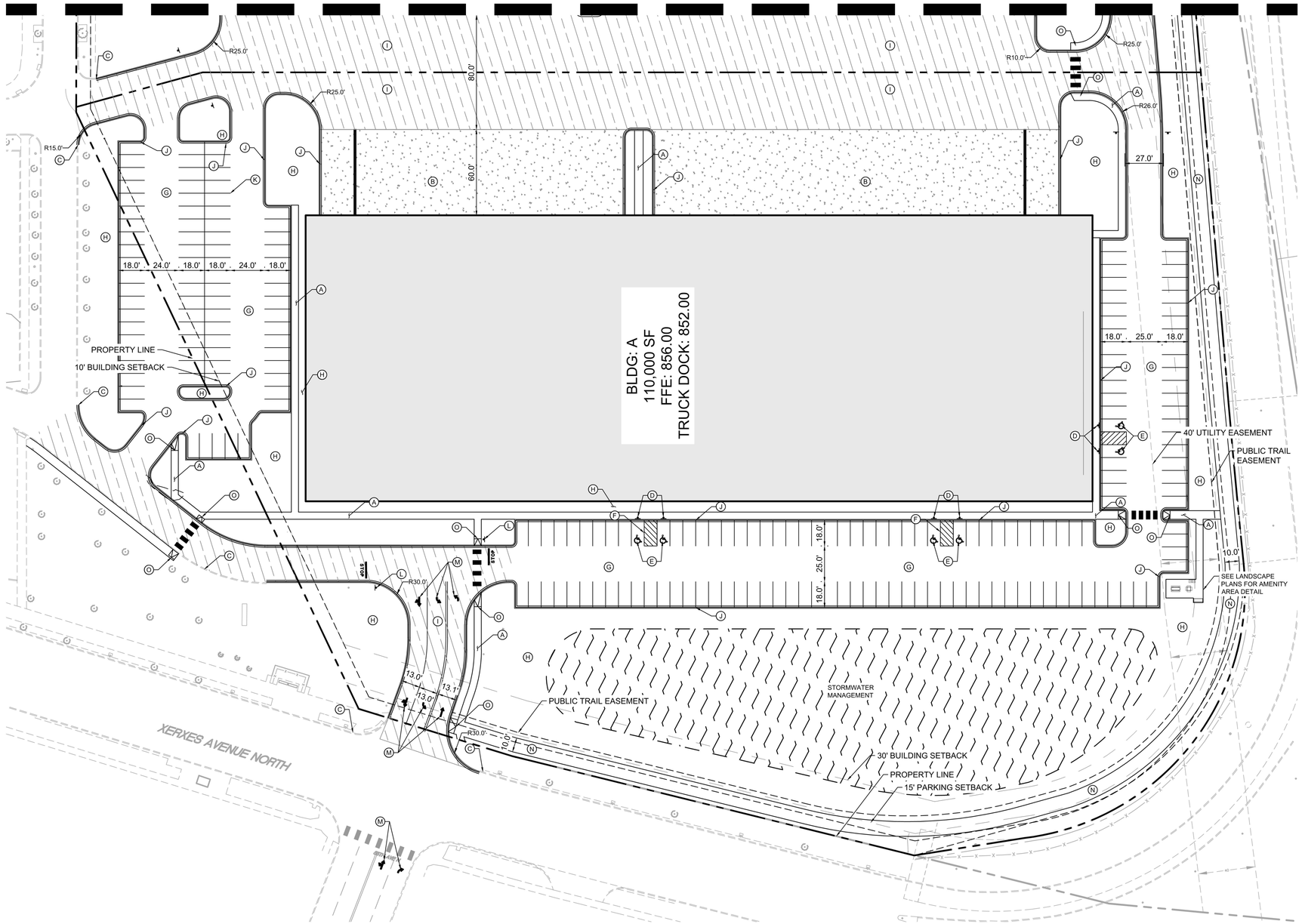
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SEE SHEET C302



LEGEND

- PROPERTY LINE
- PROPOSED FENCE
- SETBACK LINE
- RETAINING WALL
- PROPOSED CURB AND GUTTER
- PROPOSED HEAVY DUTY ASPHALT
- PROPOSED STANDARD DUTY ASPHALT
- PROPOSED CONCRETE PAVEMENT
- PROPOSED STORMWATER MANAGEMENT AREA
- PROPOSED CONCRETE SIDEWALK

KEYNOTE LEGEND

A	CONCRETE SIDEWALK
B	CONCRETE PAVEMENT
C	MATCH EXISTING EDGE OF PAVEMENT/ CURB & GUTTER
D	ACCESSIBLE PARKING SIGN
E	ACCESSIBLE PARKING
F	AREA STRIPED WITH 4" SYSL @ 45° 2' O.C.
G	STANDARD DUTY ASPHALT PAVEMENT
H	LANDSCAPE AREA - SEE LANDSCAPE PLANS
I	HEAVY DUTY ASPHALT PAVEMENT
J	B612 CURB & GUTTER (TYP.)
K	4" WIDE PAINTED SOLID LINE, TYP.
L	STOP SIGN
M	PAVEMENT MARKINGS, TYP.
N	BITUMINOUS TRAIL
O	PEDESTRIAN RAMP
P	RIPRAP

NORTH

GRAPHIC SCALE IN FEET
0 20 40 80

PRELIMINARY - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

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BRIAN M. WURDEMAN
MN
DATE: 05/24/2022 LIC. NO. 53113

KHA PROJECT	160846021
DATE	01/05/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

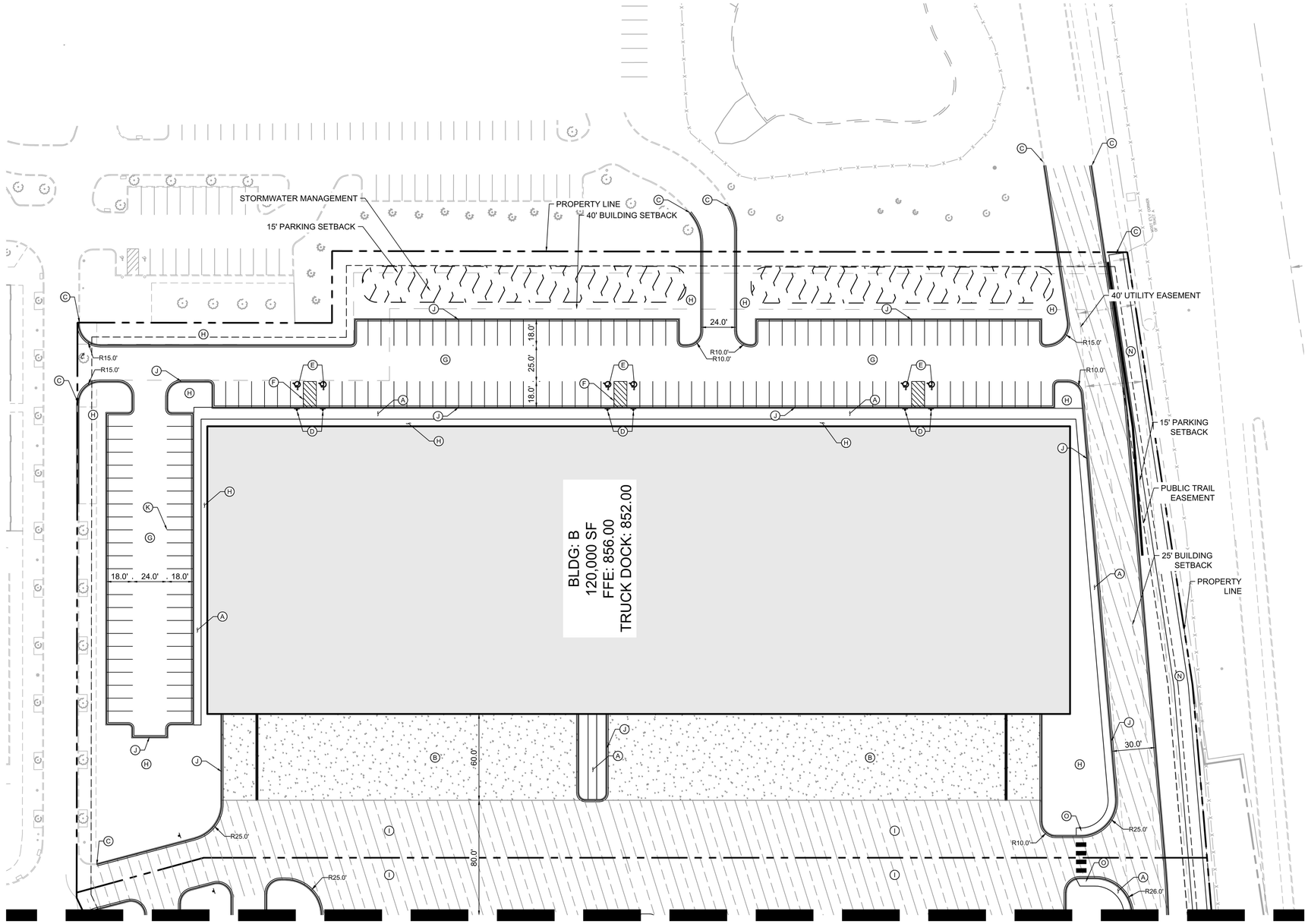
NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SITE PLAN

SHEET NUMBER
C301

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SEE SHEET C301

LEGEND

- PROPERTY LINE
- PROPOSED FENCE
- SETBACK LINE
- RETAINING WALL
- PROPOSED CURB AND GUTTER
- PROPOSED HEAVY DUTY ASPHALT
- PROPOSED STANDARD DUTY ASPHALT
- PROPOSED CONCRETE PAVEMENT
- PROPOSED STORMWATER MANAGEMENT AREA
- PROPOSED CONCRETE SIDEWALK

KEYNOTE LEGEND

A	CONCRETE SIDEWALK
B	CONCRETE PAVEMENT
C	MATCH EXISTING EDGE OF PAVEMENT/ CURB & GUTTER
D	ACCESSIBLE PARKING SIGN
E	ACCESSIBLE PARKING
F	AREA STRIPED WITH 4" SYSL @ 45° 2' O.C.
G	STANDARD DUTY ASPHALT PAVEMENT
H	LANDSCAPE AREA - SEE LANDSCAPE PLANS
I	HEAVY DUTY ASPHALT PAVEMENT
J	B612 CURB & GUTTER (TYP.)
K	4" WIDE PAINTED SOLID LINE, TYP.
L	STOP SIGN
M	PAVEMENT MARKINGS, TYP.
N	BITUMINOUS TRAIL
O	PEDESTRIAN RAMP
P	RIPRAP

NORTH

GRAPHIC SCALE IN FEET
0 20 40 80

PRELIMINARY - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

Kimley»Horn

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DATE: 05/24/2022 LIC. NO. 53113 MN

KHA PROJECT	160846021
DATE	01/05/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

NORTH 100 BUSINESS PARK

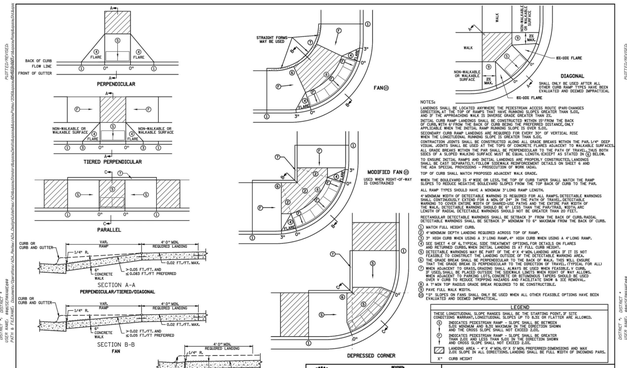
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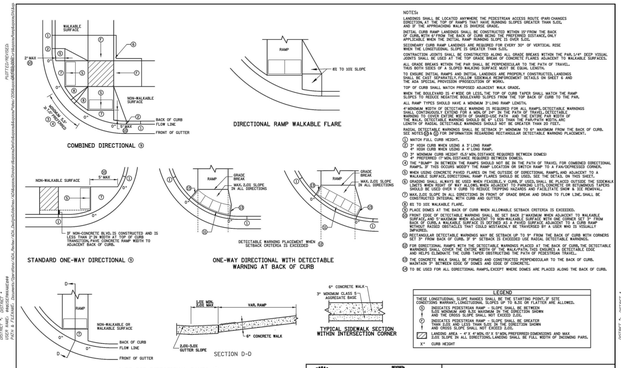
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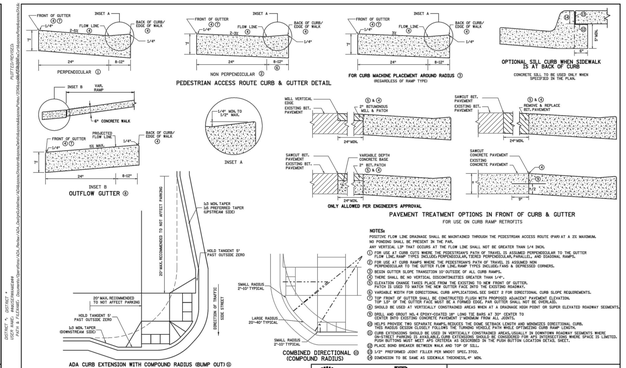
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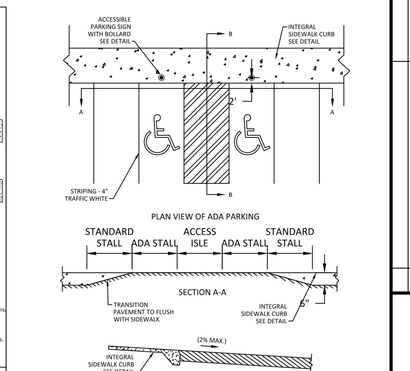
SITE PLAN

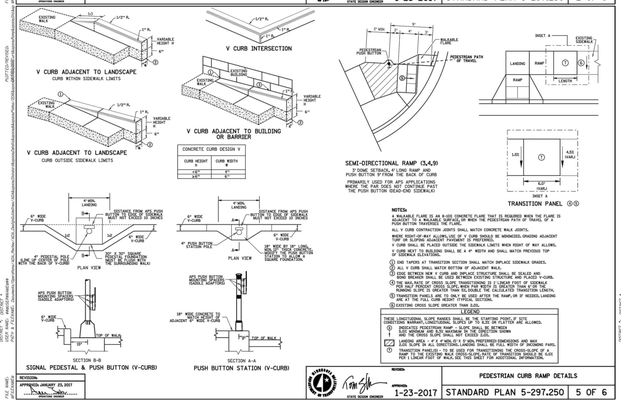
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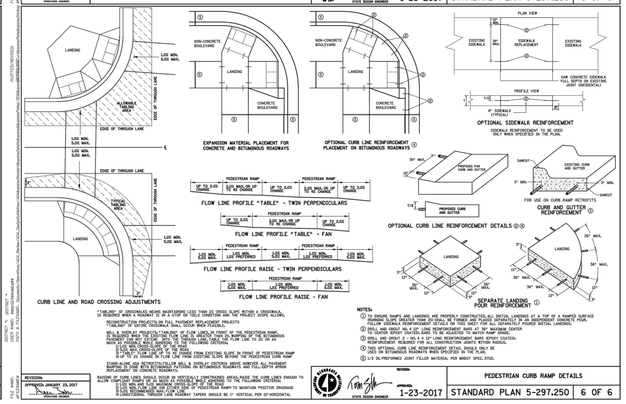


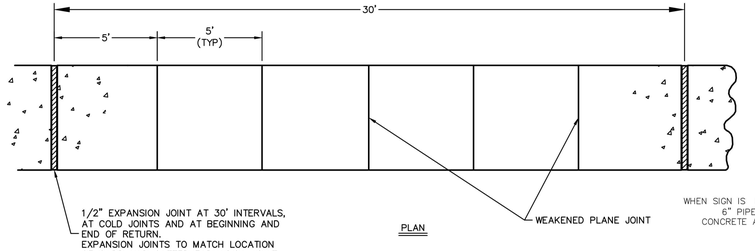


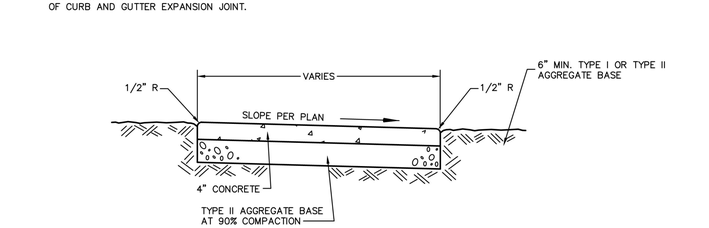




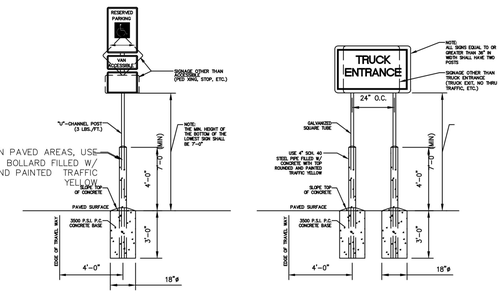








CONCRETE SIDEWALK DETAIL
DETAIL NTS



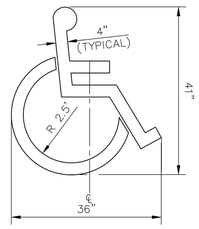
NOTES:
1. ALL SIGNS SHALL COMPLY WITH U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL HIGHWAY ADMINISTRATION'S "MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES", LOCAL CODES AND AS SPECIFIED. MOUNT SIGNS TO POST IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.
2. GALVANIZED SQUARE TUBE

POST TUBES = 2"x2"x3/16" 12pp
POST TUBE SHALL MEET ASTM A101 GRADE 50.
POST TUBE GALVANIZED AS PER ASTM A653 GRADE 90.

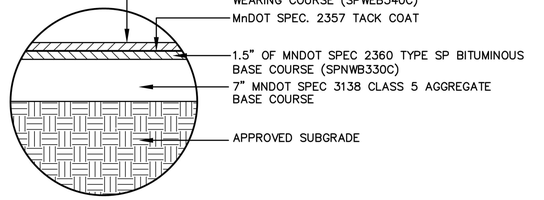
NOTES:

POLE AND SIGN TO BE PROVIDED AND INSTALLED BY GENERAL CONTRACTOR.

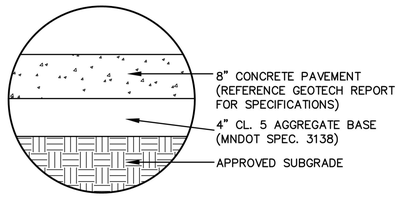
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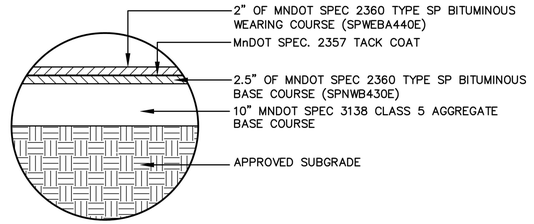
ACCESSIBLE PARKING SYMBOL
N.T.S.



STANDARD DUTY BITUMINOUS
SCALE: NTS



CONCRETE PAVEMENT
SCALE: NTS



HEAVY DUTY BITUMINOUS
SCALE: NTS

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No.	REVISIONS	DATE	BY

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MN LIC. NO. 53113
DATE: 05/24/2022

KHA PROJECT 160846021
DATE 05/24/2022
SCALE AS SHOWN
DESIGNED BY RAV
DRAWN BY RAV
CHECKED BY BMW

PRELIMINARY - NOT FOR CONSTRUCTION

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

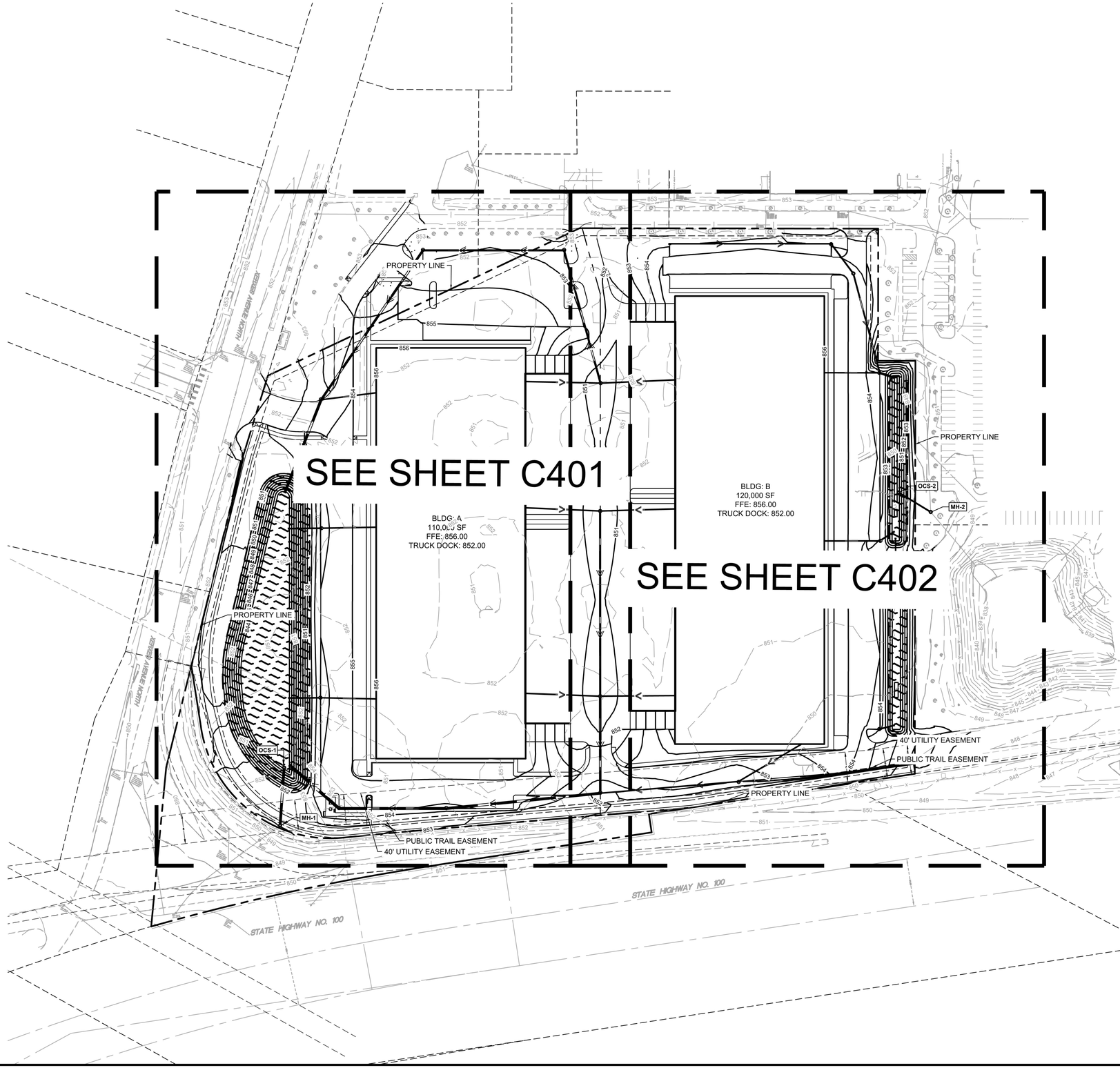
SITE DETAILS

SHEET NUMBER
C303

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LEGEND

- PROPERTY LINE
- EXISTING CONTOUR
- PROPOSED CONTOUR
- PROPOSED STORM MANHOLE (SOLID CASTING)
- PROPOSED STORM MANHOLE (ROUND INLET CASTING)
- PROPOSED STORM MANHOLE/ CATCH BASIN (CURB INLET CASTING)
- PROPOSED STORM SEWER CLENOUT
- PROPOSED FLARED END SECTION
- PROPOSED RIPRAP
- PROPOSED STORM SEWER
- PROPOSED STORM SEWER
- PROPOSED SPOT ELEVATION
- PROPOSED HIGH POINT ELEVATION
- PROPOSED LOW POINT ELEVATION
- PROPOSED GUTTER ELEVATION
- PROPOSED TOP OF CURB ELEVATION
- PROPOSED FLUSH PAVEMENT ELEVATION
- MATCH EXISTING ELEVATION
- PROPOSED EMERGENCY OVERFLOW
- PROPOSED DRAINAGE DIRECTION
- PROPOSED ADA SLOPE

GRADING PLAN NOTES

1. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE CITY OF BROOKLYN CENTER, SPECIFICATIONS AND BUILDING PERMIT REQUIREMENTS.
2. CONTRACTOR TO CALL GOPHER STATE CALL ONE @ <1-800-252-1166> AT LEAST TWO WORKING DAYS PRIOR TO EXCAVATION/CONSTRUCTION FOR UTILITY LOCATIONS.
3. STORM SEWER PIPE SHALL BE AS FOLLOWS:
   RCP PER ASTM C-76
   HDPE: 0" - 10" PER AASHTO M-252
   HDPE: 12" OR GREATER PER ASTM F-2306
   PVC SCH. 40 PER ASTM D-1785
   STORM SEWER FITTINGS SHALL BE AS FOLLOWS:
   RCP PER ASTM C-76, JOINTS PER ASTM C-361, C-990, AND C-443
   HDPE PER ASTM 3212
   PVC PER ASTM D-3034, JOINTS PER ASTM D-3212
4. CONTRACTOR TO FIELD VERIFY THE LOCATIONS AND ELEVATIONS OR EXISTING UTILITIES AND TOPOGRAPHIC FEATURES PRIOR TO THE START OF SITE GRADING. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE PROJECT ENGINEER OF ANY DISCREPANCIES OR VARIATIONS.
5. SUBGRADE EXCAVATION SHALL BE BACKFILLED IMMEDIATELY AFTER EXCAVATION TO HELP OFFSET ANY STABILITY PROBLEMS DUE TO WATER SEEPAGE OR STEEP SLOPES. WHEN PLACING NEW SURFACE MATERIAL ADJACENT TO EXISTING PAVEMENT, THE EXCAVATION SHALL BE BACKFILLED PROMPTLY TO AVOID UNDERMINING OF EXISTING PAVEMENT.
6. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL HORIZONTAL AND VERTICAL CONTROL.
7. CONTRACTOR SHALL EXCAVATE DRAINAGE TRENCHES TO FOLLOW PROPOSED STORM SEWER ALIGNMENTS.
8. GRADES SHOWN ARE FINISHED GRADES. CONTRACTOR SHALL ROUGH GRADE TO SUBGRADE ELEVATION AND LEAVE STREET READY FOR SUBBASE.
9. ALL EXCESS MATERIAL, BITUMINOUS SURFACING, CONCRETE ITEMS, ANY ABANDONED UTILITY ITEMS, AND OTHER UNSTABLE MATERIALS SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE DISPOSED OF OFF THE CONSTRUCTION SITE.
10. REFER TO THE UTILITY PLAN FOR SANITARY SEWER MAIN, WATER MAIN SERVICE LAYOUT AND ELEVATIONS AND CASTING / STRUCTURE NOTATION.
11. CONTRACTOR IS RESPONSIBLE FOR CONSTRUCTION OF PAVEMENTS AND CURB AND GUTTER WITH SMOOTH UNIFORM SLOPES TO PROVIDE POSITIVE DRAINAGE.
12. INSTALL A MINIMUM OF <4" CLASS 5> AGGREGATE BASE UNDER CURB AND GUTTER AND CONCRETE SIDEWALKS.
13. UPON COMPLETION OF EXCAVATION AND FILLING, CONTRACTOR SHALL RESTORE ALL STREETS AND DISTURBED AREAS ON SITE. ALL DISTURBED AREAS SHALL BE RE-VEGETATED WITH A MINIMUM OF <4" OF TOPSOIL>.
14. ALL SPOT ELEVATIONS/CONTOURS ARE TO GUTTER / FLOW LINE UNLESS OTHERWISE NOTED.
15. GRADING FOR ALL SIDEWALKS AND ACCESSIBLE ROUTES INCLUDING CROSSING DRIVEWAYS SHALL CONFORM TO CURRENT ADA STATE/NATIONAL STANDARDS. IN NO CASE SHALL ACCESSIBLE RAMP SLOPES EXCEED 1 VERTICAL TO 12 HORIZONTAL. IN NO CASE SHALL SIDEWALK CROSS SLOPES EXCEED 2%. IN NO CASE SHALL LONGITUDINAL SIDEWALK SLOPES EXCEED 5%, IN NO CASE SHALL ACCESSIBLE PARKING STALLS OR AISLES EXCEED 2% (1.5% TARGET) IN ALL DIRECTIONS. SIDEWALK ACCESS TO EXTERNAL BUILDING DOORS AND GATES SHALL BE ADA COMPLIANT. CONTRACTOR SHALL NOTIFY ENGINEER IMMEDIATELY IF ADA CRITERIA CANNOT BE MET IN ANY LOCATION PRIOR TO PAVING. NO CONTRACTOR CHANGE ORDERS WILL BE ACCEPTED FOR A.D.A COMPLIANCE ISSUES.
16. MAINTAIN A MINIMUM OF 0.5% GUTTER SLOPE TOWARDS LOW POINTS.
17. CONTRACTOR TO PROVIDE 3" INSULATION BY 5' WIDE CENTERED ON STORM PIPE IF LESS THAN 4' OF COVER IN PAVEMENT AREAS AND LESS THAN 3' OF COVER IN LANDSCAPE AREAS.
18. ROOF DRAIN INVERT CONNECTIONS AT THE BUILDING SHALL BE AT ELEVATION SHOWN OR LOWER UNLESS NOTED OTHERWISE. REFERENCE MEP PLANS FOR ROOF DRAIN CONNECTION.
19. ALL STORM SEWER CONNECTIONS SHALL BE GASKETED AND WATER TIGHT INCLUDING MANHOLE CONNECTIONS.
20. ALL STORM SEWER PIPE SHALL BE AIR TESTED IN ACCORDANCE WITH THE CURRENT PLUMBING CODE.
21. MAINTAIN A MINIMUM OF 1.25% SLOPE IN BITUMINOUS PAVEMENT AREAS, 0.5% SLOPE IN CONCRETE PAVEMENT AREAS.
22. CONTRACTOR SHALL REVIEW PAVEMENT GRADIENT AND CONSTRUCT "INFALL CURB" WHERE PAVEMENT DRAINS TOWARD GUTTER, AND "OUTFALL" CURB WHERE PAVEMENT DRAINS AWAY FROM GUTTER.

NORTH

GRAPHIC SCALE IN FEET
0 35 70 140

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No.	REVISIONS	DATE	BY

Kimley»Horn
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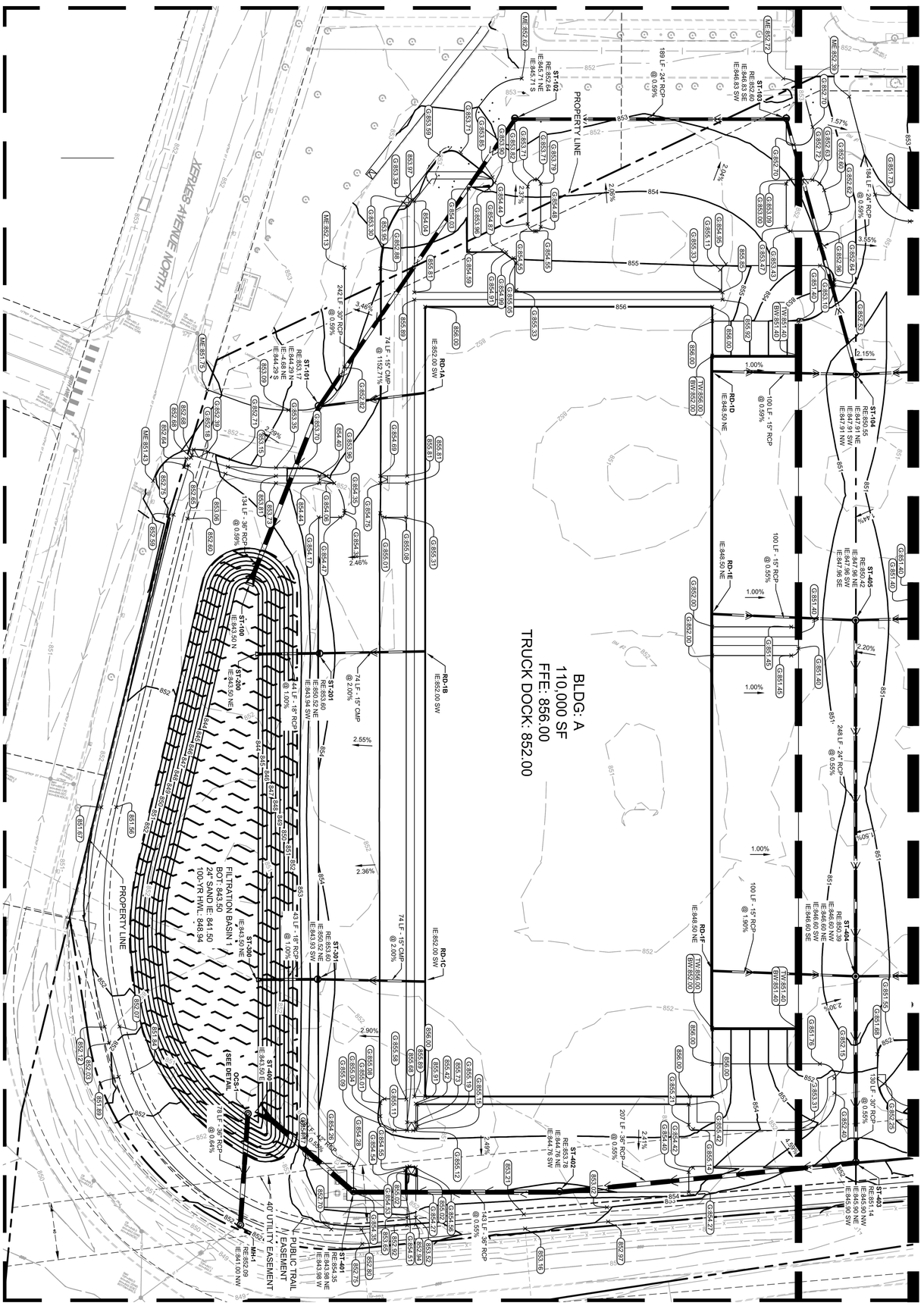
KHA PROJECT	
160846021	
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

OVERALL GRADING PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C400

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SEE SHEET C402

LEGEND

PROPERTY LINE
EXISTING CONTOUR
PROPOSED CONTOUR
PROPOSED STORM MANHOLE (SOLID CASTING)
PROPOSED STORM MANHOLE (ROUND INLET CASTING)
PROPOSED STORM MANHOLE/ CATCH BASIN (CURB INLET CASTING)
PROPOSED STORM SEWER CLEANOUT
PROPOSED FLARED END SECTION
PROPOSED RIPRAP
PROPOSED STORM SEWER
PROPOSED SPOT ELEVATION
PROPOSED HIGH POINT ELEVATION
PROPOSED LOW POINT ELEVATION
PROPOSED GUTTER ELEVATION
PROPOSED TOP OF CURB ELEVATION
PROPOSED FLUSH PAVEMENT ELEVATION
MATCH EXISTING ELEVATION
PROPOSED EMERGENCY OVERFLOW
PROPOSED DRAINAGE DIRECTION
PROPOSED ADA SLOPE

GRAPHIC SCALE IN FEET
0 20 40 80

NORTH

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SHEET NUMBER C401

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

GRADING PLAN

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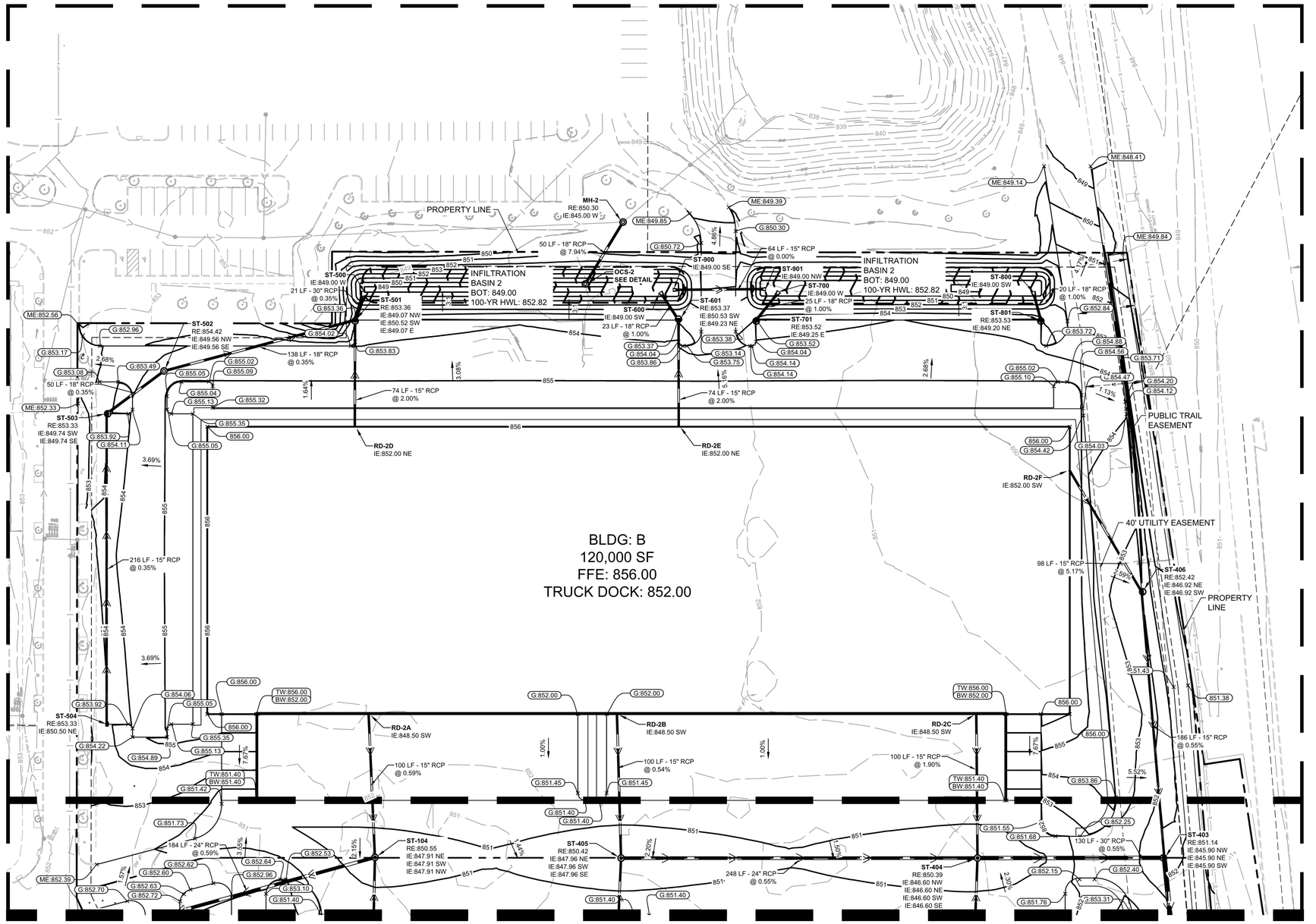
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LEGEND

- PROPERTY LINE
- EXISTING CONTOUR
- PROPOSED CONTOUR
- PROPOSED STORM MANHOLE (SOLID CASTING)
- PROPOSED STORM MANHOLE (ROUND INLET CASTING)
- PROPOSED STORM MANHOLE/ CATCH BASIN (CURB INLET CASTING)
- PROPOSED STORM SEWER CLENOUT
- PROPOSED FLARED END SECTION
- PROPOSED RIPRAP
- PROPOSED STORM SEWER
- PROPOSED STORM SEWER
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- PROPOSED TOP OF CURB ELEVATION
- PROPOSED FLUSH PAVEMENT ELEVATION
- MATCH EXISTING ELEVATION
- PROPOSED EMERGENCY OVERFLOW
- PROPOSED DRAINAGE DIRECTION
- PROPOSED ADA SLOPE

GRAPHIC SCALE IN FEET
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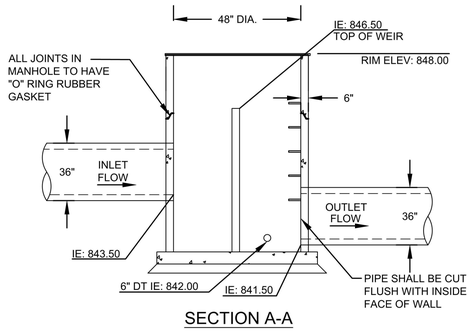
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MN
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KHA PROJECT 160846021
DATE 05/24/2022
SCALE AS SHOWN
DESIGNED BY RAV
DRAWN BY RAV
CHECKED BY BMW

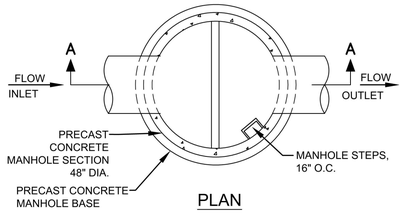
GRADING PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C402

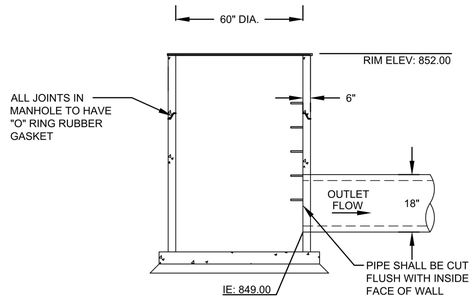


SECTION A-A

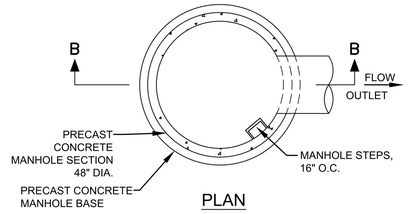


PLAN

OUTLET CONTROL STRUCTURE 1 (OCS-1)

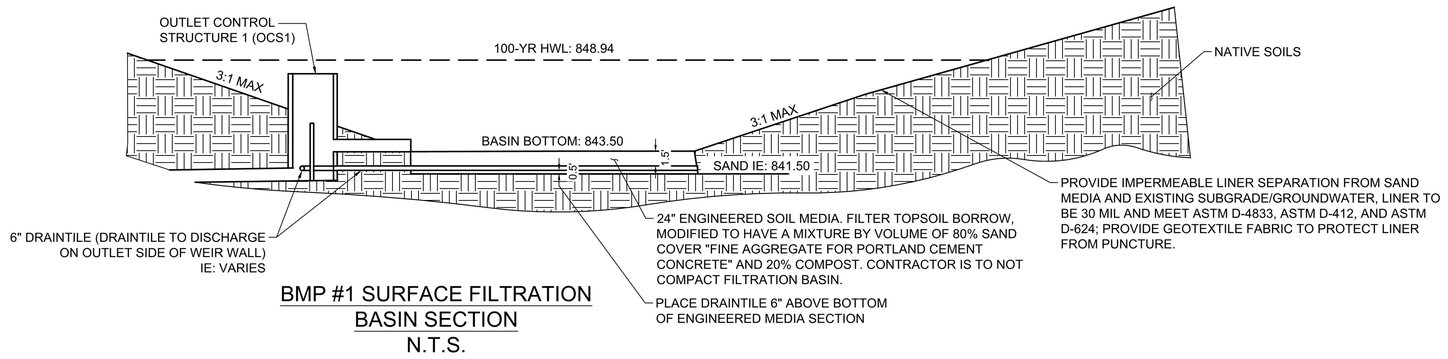


SECTION B-B



PLAN

OUTLET CONTROL STRUCTURE 2 (OCS-2)



BMP #1 SURFACE FILTRATION BASIN SECTION

N.T.S.

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KHA PROJECT 160846021
DATE 05/24/2022
SCALE AS SHOWN
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DRAWN BY RAV
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NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

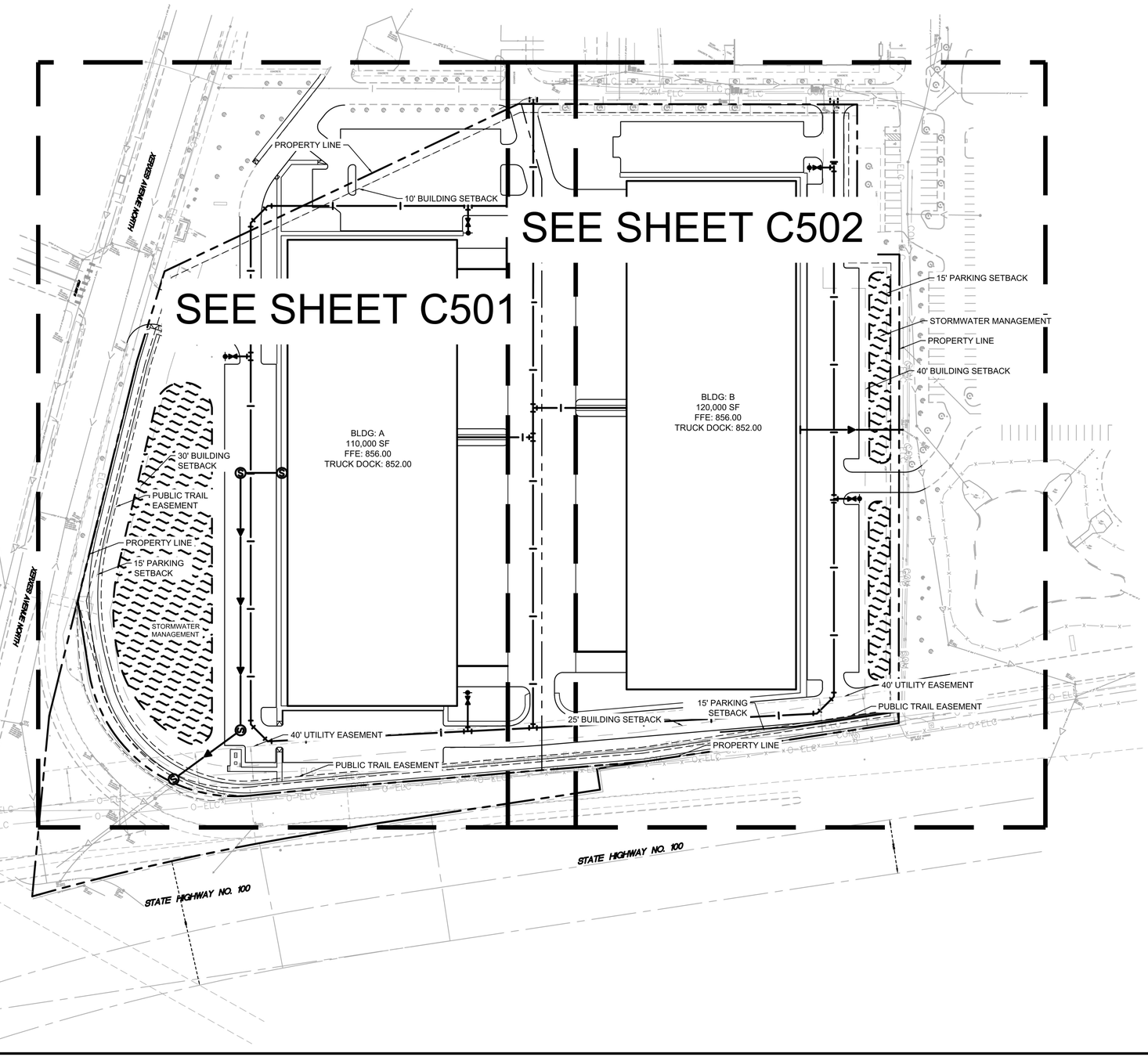
GRADING DETAILS

SHEET NUMBER
C403

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LEGEND

EXISTING	PROPOSED	
		GATE VALVE
		HYDRANT
		REDUCER
		TEE
		SANITARY SEWER MANHOLE
		SANITARY CLEANOUT
		WATERMAIN
		SANITARY SEWER
		STORM SEWER
		STORM SEWER
ELC	ELC	UNDERGROUND ELECTRIC
COM	COM	TELEPHONE
GAS	GAS	GAS MAIN

UTILITY PLAN NOTES

1. ALL FILL MATERIAL IS TO BE IN PLACE, AND COMPACTED BEFORE INSTALLATION OF PROPOSED UTILITIES.
2. SANITARY SEWER PIPE SHALL BE AS FOLLOWS:
   8" PVC SDR35 PER ASTM D-3034, FOR PIPES LESS THAN 12' DEEP
   8" PVC SDR26 PER ASTM D-3034, FOR PIPES MORE THAN 12' DEEP
   6" PVC SCHEDULE 40 PER ASTM D-1785
   DUCTILE IRON PIPE PER AWWA C150
3. WATER LINES SHALL BE AS FOLLOWS:
   6" AND LARGER, PVC C-900 PER ASTM D 2241
   CLASS 200 UNDER COUNTY ROADS, OTHERWISE CLASS 150
   4" AND LARGER DUCTILE IRON PIPE PER AWWA C150
   SMALLER THAN 3" PIPING SHALL BE COPPER TUBE TYPE "K" PER
   ANSI 816.22 OR PVC, 200 P.S.I., PER ASTM D1784 AND D2241.
4. MINIMUM TRENCH WIDTH SHALL BE 2 FEET.
5. ALL WATER JOINTS ARE TO BE MECHANICAL JOINTS WITH RESTRAINTS SUCH AS THRUST BLOCKING, WITH STAINLESS STEEL OR COBALT BLUE BOLTS, OR AS INDICATED IN THE CITY SPECIFICATIONS AND PROJECT DOCUMENTS.
6. ALL UTILITIES SHOULD BE KEPT TEN (10') APART (PARALLEL) OR WHEN CROSSING 18" VERTICAL CLEARANCE (OUTSIDE EDGE OF PIPE TO OUTSIDE EDGE OF PIPE OR STRUCTURE).
7. CONTRACTOR SHALL MAINTAIN A MINIMUM OF 7'-5" COVER ON ALL WATERLINES.
8. IN THE EVENT OF A VERTICAL CONFLICT BETWEEN WATER LINES, SANITARY LINES, STORM LINES AND GAS LINES, OR ANY OBSTRUCTION (EXISTING AND PROPOSED), THE SANITARY LINE SHALL BE SCH. 40 OR C900 WITH MECHANICAL JOINTS AT LEAST 10 FEET ON EITHER SIDE OF THE CENTER LINE OF THE CROSSING. THE WATER LINE SHALL HAVE MECHANICAL JOINTS WITH APPROPRIATE FASTENERS AS REQUIRED TO PROVIDE A MINIMUM OF 18" VERTICAL SEPARATION. MEETING REQUIREMENTS OF ANSI A21.10 OR ANSI 21.11 (AWWA C-151) (CLASS 50).
9. LINES UNDERGROUND SHALL BE INSTALLED, INSPECTED AND APPROVED BEFORE BACKFILLING.
10. TOPS OF MANHOLES SHALL BE RAISED AS NECESSARY TO BE FLUSH WITH PROPOSED PAVEMENT ELEVATIONS, AND TO BE ONE FOOT ABOVE FINISHED GROUND ELEVATIONS, IN GREEN AREAS, WITH WATERTIGHT LIDS.
11. ALL CONCRETE FOR ENCASEMENTS SHALL HAVE A MINIMUM 28 DAY COMPRESSION STRENGTH AT 3000 P.S.I.
12. EXISTING UTILITIES SHALL BE VERIFIED IN FIELD PRIOR TO INSTALLATION OF ANY NEW LINES.
13. REFER TO INTERIOR PLUMBING DRAWINGS FOR TIE-IN OF ALL UTILITIES.
14. CONTRACTOR IS RESPONSIBLE FOR COMPLYING TO THE SPECIFICATIONS OF THE CITY OF BROOKLYN CENTER AND/OR STATE OF MN WITH REGARDS TO MATERIALS AND INSTALLATION OF THE WATER AND SEWER LINES.
15. THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES, AND WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE APPROPRIATE UTILITY COMPANIES AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.
16. CONTRACTOR IS RESPONSIBLE FOR ALL NECESSARY INSPECTIONS AND/OR CERTIFICATIONS REQUIRED BY CODES AND/OR UTILITY SERVICE COMPANIES.
17. CONTRACTOR SHALL COORDINATE WITH ALL UTILITY COMPANIES FOR INSTALLATION REQUIREMENTS AND SPECIFICATIONS.
18. CONTRACTOR SHALL REFERENCE ARCH / MEP PLANS FOR SITE LIGHTING AND ELECTRICAL PLAN.
19. BACKFLOW DEVICES (DDCV AND PRZ ASSEMBLIES) AND METERS ARE LOCATED IN THE INTERIOR OF THE BUILDING. REF. ARCH / MEP PLANS.
20. ALL ONSITE WATERMAINS AND SANITARY SEWERS SHALL BE PRIVATELY OWNED AND MAINTAINED.
21. ALL WATERMAIN STUBOUTS SHALL BE MECHANICALLY RESTRAINED WITH REACTION BLOCKING.

NORTH

GRAPHIC SCALE IN FEET
0 35 70 140

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KHA PROJECT 160845021			
DATE	05/24/2022		
SCALE	AS SHOWN		
DESIGNED BY	RAV	DOWN	
DRAWN BY	RAV	RAV	
CHECKED BY	BMW	RAV	
		BMW	DATE:

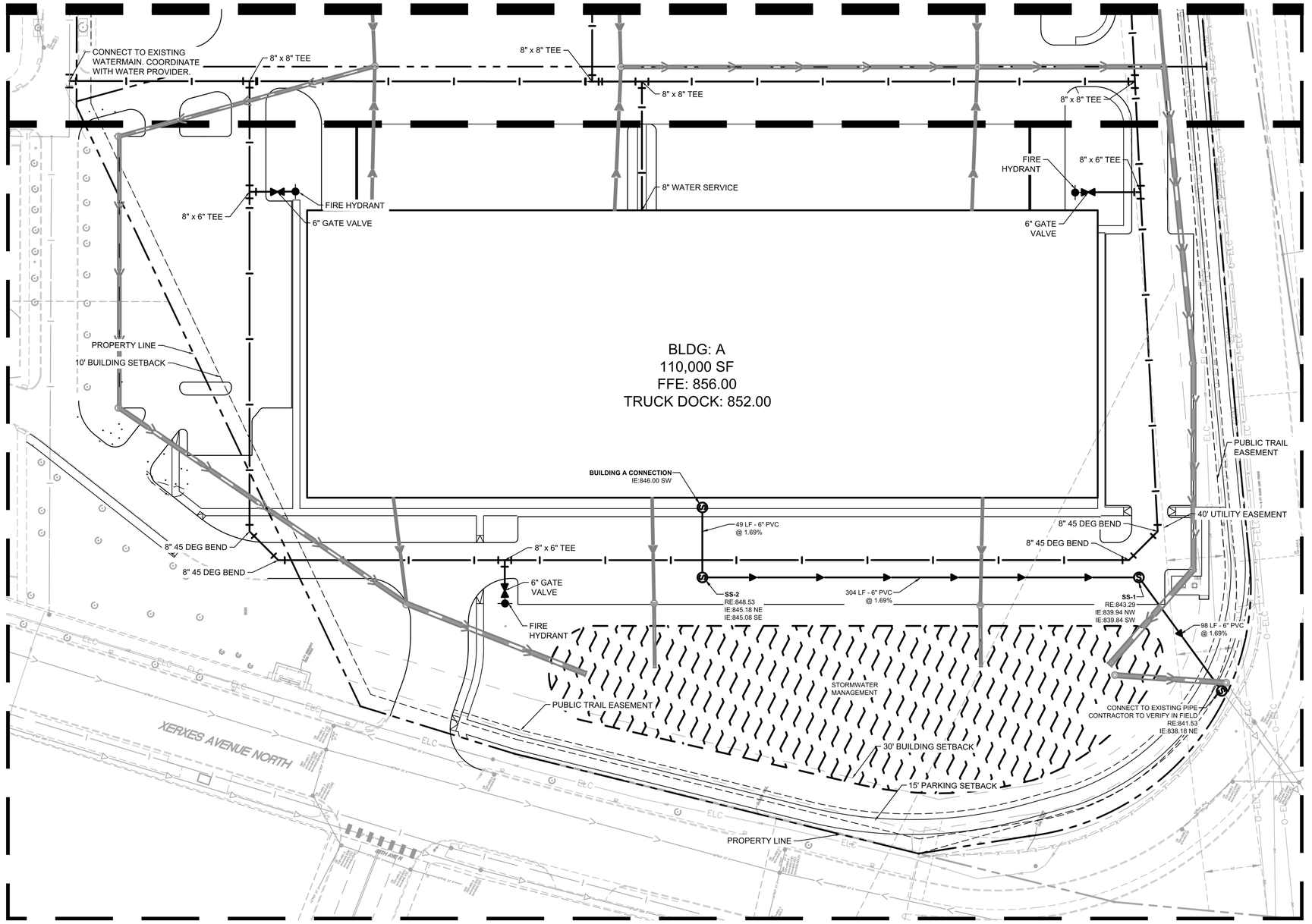
OVERALL UTILITY PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C500

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SEE SHEET C502



LEGEND

EXISTING	PROPOSED	
		GATE VALVE
		HYDRANT
		REDUCER
		TEE
		SANITARY SEWER MANHOLE
		SANITARY CLEANOUT
		WATERMAIN
		SANITARY SEWER
		STORM SEWER
		STORM SEWER
ELC	ELC	UNDERGROUND ELECTRIC
COM	COM	TELEPHONE
GAS	GAS	GAS MAIN

GRAPHIC SCALE IN FEET
0 20 40 80

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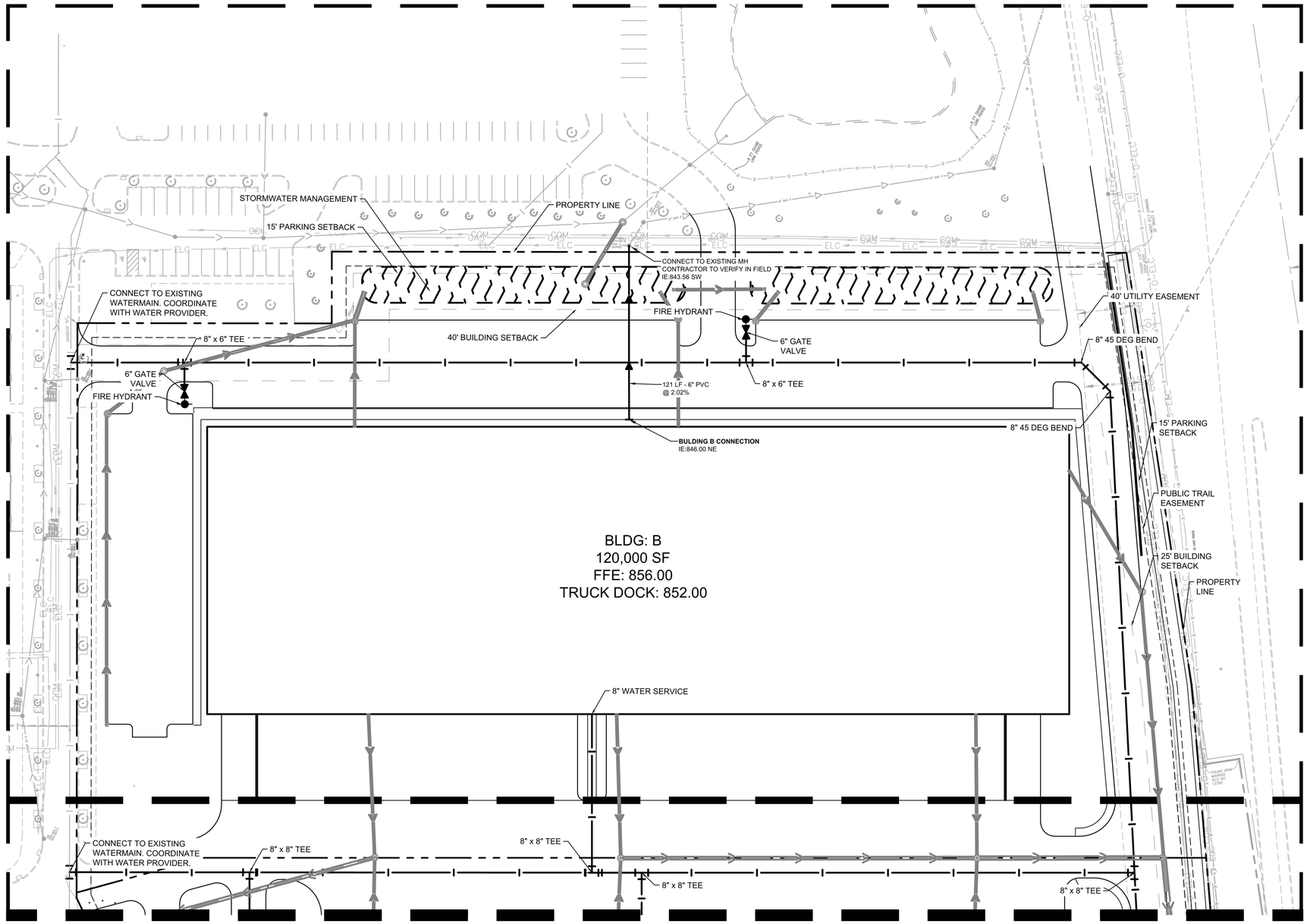
UTILITY PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C501

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EXISTING	PROPOSED	
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		SANITARY CLEANOUT
		WATERMAIN
		SANITARY SEWER
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		STORM SEWER
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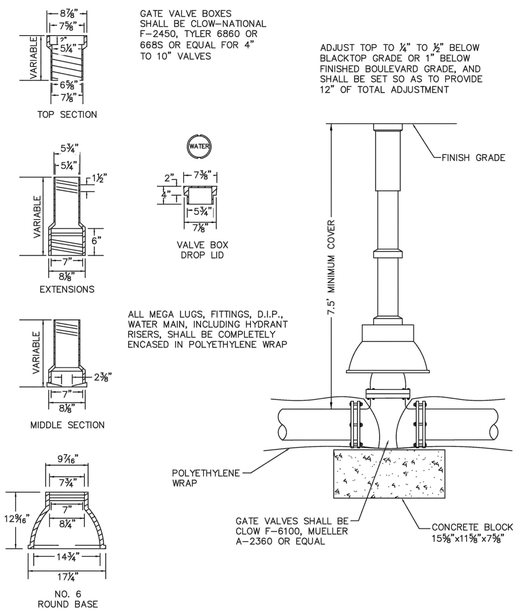
UTILITY PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
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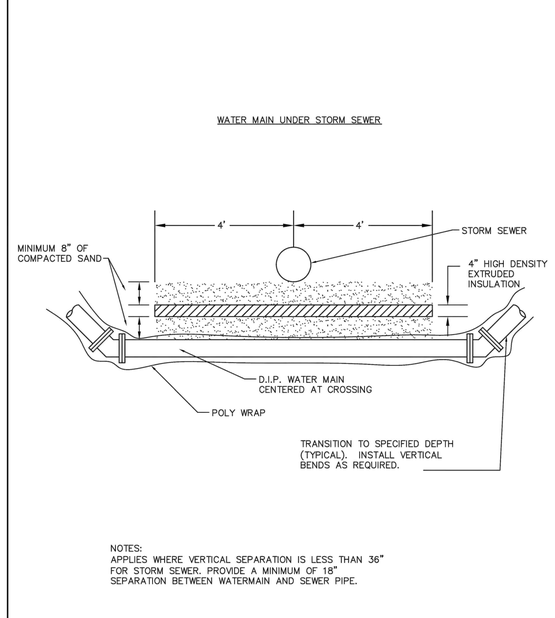
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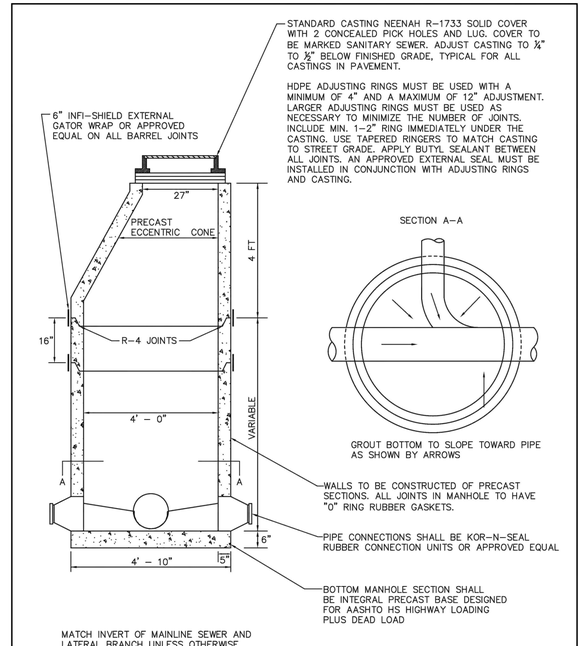
GATE VALVE AND BOX — REV. 03/2018

PUBLIC WORKS DEPARTMENT — APPROVED: CITY ENGINEER — STANDARD PLATE 102



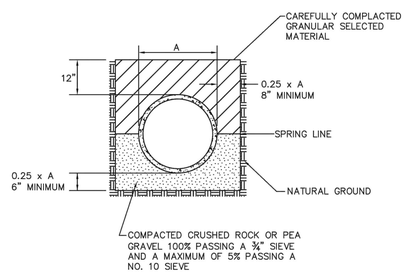
WATER MAIN–STORM SEWER CROSSING INSULATION — REV. 03/2018

PUBLIC WORKS DEPARTMENT — APPROVED: CITY ENGINEER — STANDARD PLATE 104



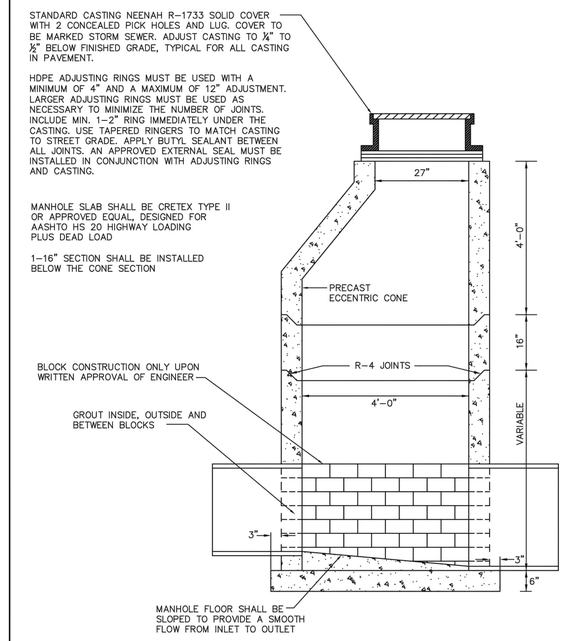
MANHOLE (SANITARY SEWER) — REV. 03/2018

PUBLIC WORKS DEPARTMENT — APPROVED: CITY ENGINEER — STANDARD PLATE 201



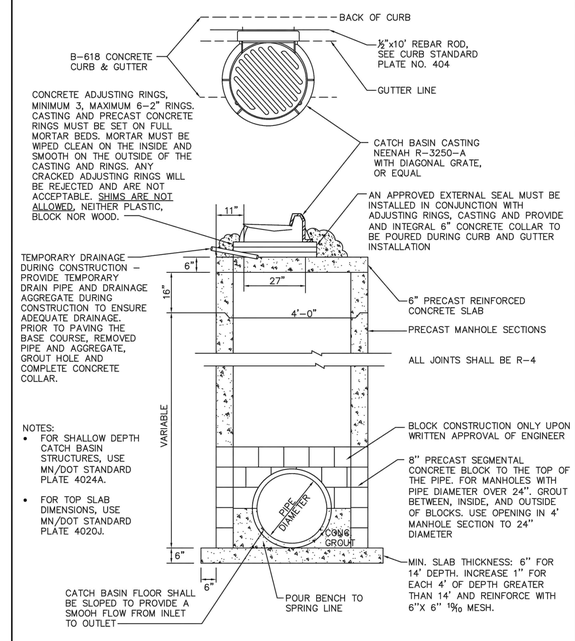
PIPE BEDDING CLASSIFICATION B — REV. 03/2018

PUBLIC WORKS DEPARTMENT — APPROVED: CITY ENGINEER — STANDARD PLATE 220



STANDARD STORM MANHOLE — REV. 03/2018

PUBLIC WORKS DEPARTMENT — APPROVED: CITY ENGINEER — STANDARD PLATE 301



CATCH BASIN MANHOLE — REV. 03/2018

PUBLIC WORKS DEPARTMENT — APPROVED: CITY ENGINEER — STANDARD PLATE 304

PRELIMINARY - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

Kimley»Horn
2018 KIMLEY-HORN AND ASSOCIATES, INC.
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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.

BRIAN M. WURDEMAN
DATE: 05/24/2022
LIC. NO. 53113
MN

KHA PROJECT	
160846021	
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

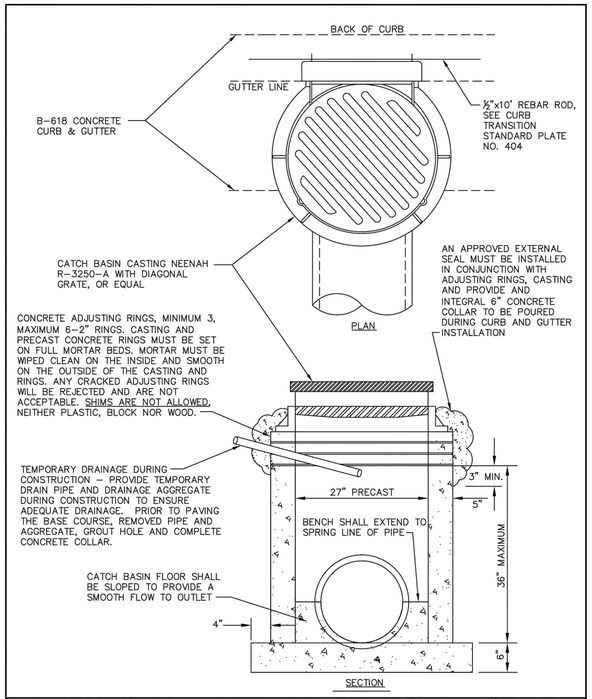
UTILITY DETAILS

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

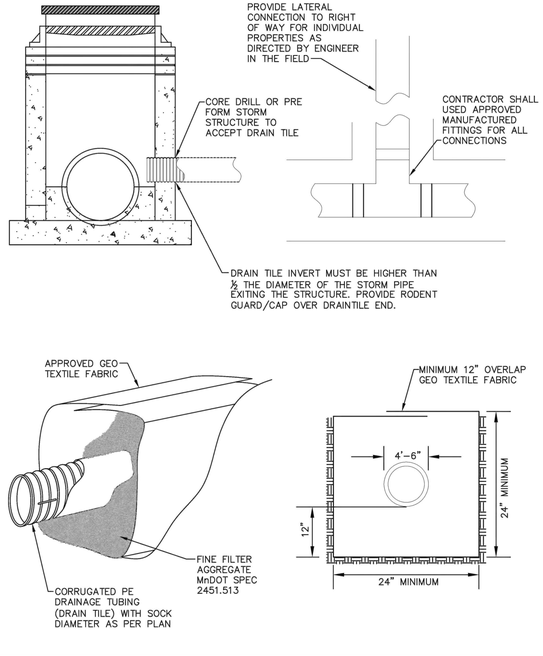
SHEET NUMBER
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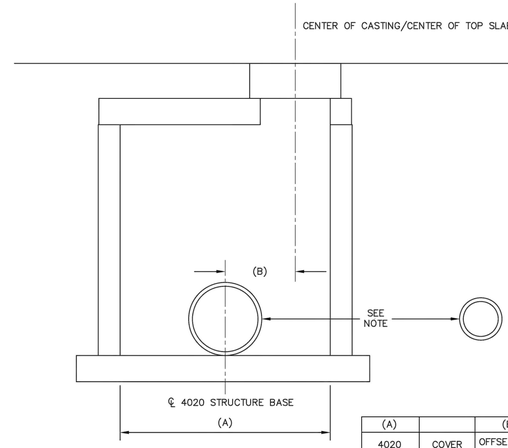
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CENTER BY DESIGN PUBLIC WORKS DEPARTMENT	SINGLE PIPE CATCH BASIN TYPE A ROUND APPROVED: CITY ENGINEER	REV. 03/2018 STANDARD PLATE 306



CENTER BY DESIGN PUBLIC WORKS DEPARTMENT	DRAIN TILE INSTALLATION APPROVED: CITY ENGINEER	REV. 03/2018 STANDARD PLATE 311



NOTE: POSITION/ROTATE 4020 STRUCTURE TO MAXIMIZE SEPARATION BETWEEN STORM SEWER PIPE AND SANITARY OR WATER MAIN. IF THE ADJACENT UTILITY SEPARATION IS ADEQUATE, THE LARGE PORTION OF THE STRUCTURE SHOULD BE LOCATED BEHIND THE CURB AT THE OUTSIDE OF THE ROADWAY.

(A) 4020 DIAMETER (IN.)	COVER DIAMETER (IN.)	(B) OFFSET FOR 27-IN. OPENING (FT.)
48	58	0.79
54	65	1.08
60	72	1.29
66	79	1.58
72	86	1.79
78	93	2.08
84	100	2.29
90	107	2.58
96	114	2.88
102	121	3.17
108	126	3.29
120	140	3.79

CENTER BY DESIGN PUBLIC WORKS DEPARTMENT	STAKING DETAIL – XX 4020 STRUCTURE APPROVED: CITY ENGINEER	REV. 03/2018 STANDARD PLATE 312

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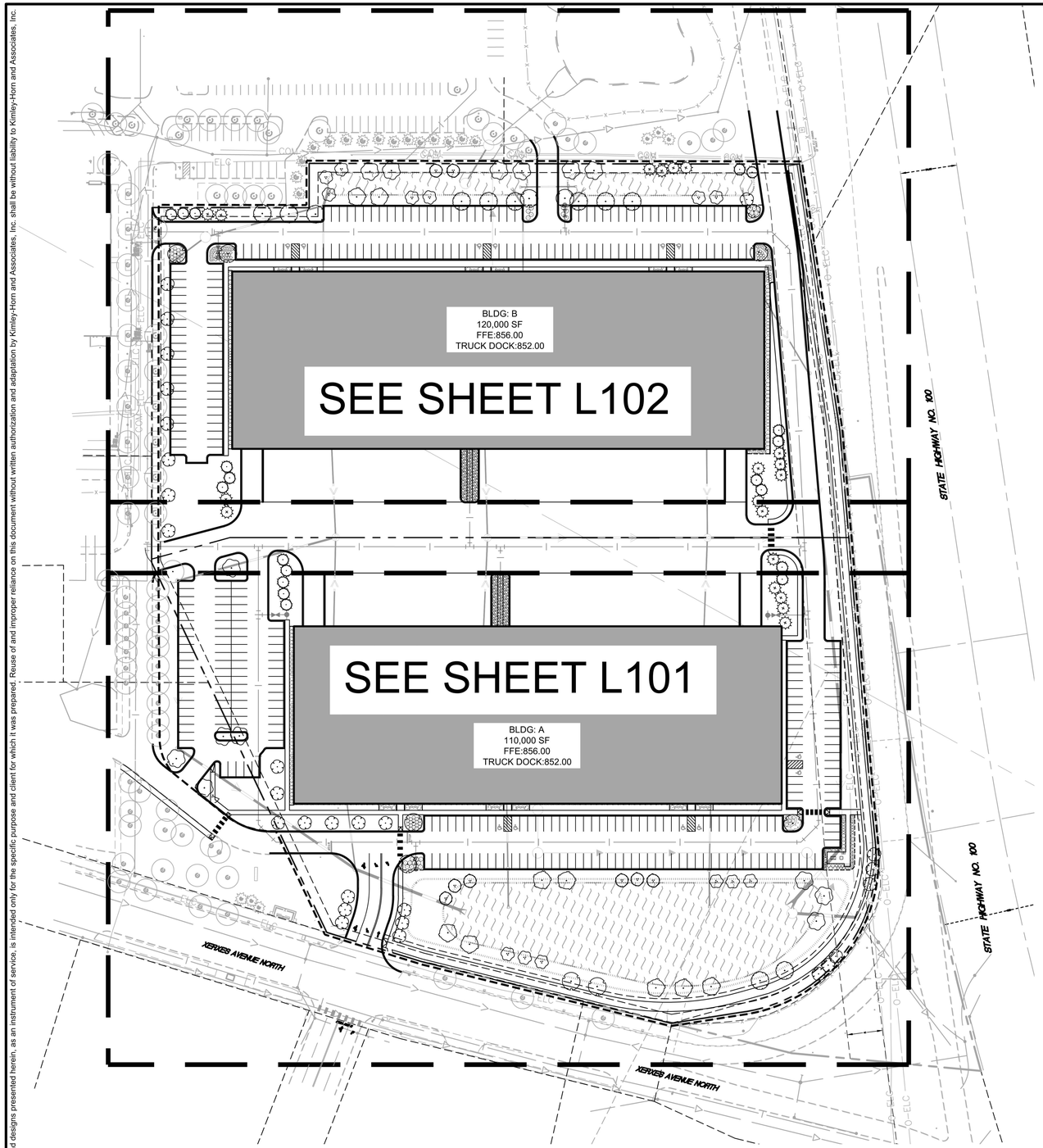
KHA PROJECT	160846021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

PRELIMINARY - NOT FOR CONSTRUCTION

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

UTILITY DETAILS

SHEET NUMBER
C604



LANDSCAPE LEGEND

- EXISTING DECIDUOUS TREE (TYP.)
- EXISTING CONIFEROUS TREE (TYP.)
- EXISTING SHRUB (TYP.)
- EDGER (TYP.)
- APPROXIMATE LIMITS OF SOD / IRRIGATION, SOD ALL DISTURBED AREAS (TYP.)
- SEED/ SOD EDGE (TYP.)
- ROCK MULCH (TYP.)

LANDSCAPE REQUIREMENTS

LANDSCAPE POINTS CATEGORY: LIGHT INDUSTRIAL
SITE AREA: 15.3 AC
LANDSCAPE POINTS REQUIRED: 915 POINTS = (2 AC @ 75 POINTS) + (10 AC @ 60 POINTS) + (3.3 AC @ 50 POINTS)
915 POINTS = 150 POINTS + 600 POINTS + 165 POINTS

LANDSCAPE POINTS PROVIDED		
CATEGORY	POINTS PROVIDED	% TOTAL POINTS
SHADE TREES	440 = 44 TREES AT 10 POINTS EACH	48% (50% MAX. ALLOWED)
CONIFEROUS TREES	228 = 38 TREES AT 6 POINTS EACH	25% (40% MAX. ALLOWED)
DECORATIVE TREES	75 = 50 TREES AT 1.5 POINTS EACH	8% (35% MAX. ALLOWED)
SHRUBS	172 = 344 SHRUBS AT 0.5 POINTS EACH	19% (25% MAX. ALLOWED)
TOTAL PROVIDED:	915 POINTS	100%

PLANT SCHEDULE

CONIFEROUS TREE	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT	CAL/SIZE
	BHS	19	PICEA DENSATA	BLACK HILLS SPRUCE	B & B	
	WHP	19	PINUS STROBUS	WHITE PINE	B & B	6` HT.
ORNAMENTAL TREE	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**CONT**	**CAL/SIZE**
	PRC	29	MALUS IOENSIS `PRAIRIE ROSE`	PRAIRIE ROSE CRABAPPLE	B & B	1.5" CAL.
	QUA	8	POPULUS TREMULOIDES	QUAKING ASPEN CLUMP	B & B	2" CAL.
	RVB	13	BETULA NIGRA	RIVER BIRCH CLUMP	B & B	
OVERSTORY TREE	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**CONT**	**CAL/SIZE**
	ABM	11	ACER X FREEMANII `AUTUMN BLAZE`	AUTUMN BLAZE MAPLE	B & B	2.5" CAL.
	CHB	10	CELTIS OCCIDENTALIS	COMMON HACKBERRY	B & B	2.5" CAL.
	NAH	9	GLEDITSIA TRIACANTHOS INERMIS 'HARVE' TM	NORTHERN ACCLAIM HONEY LOCUST	B & B	2.5" CAL.
	SWO	14	QUERCUS BICOLOR	SWAMP WHITE OAK	B & B	2.5" CAL.
CONIFEROUS SHRUBS	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**CONT**	**SPACING**
	SGJ	51	JUNIPERUS CHINENSIS `SEA GREEN`	SEA GREEN JUNIPER	#5 CONT.	5` O.C.
	TTY	24	TAXUS X MEDIA `TAUNTONII`	TAUTON YEW	#5 CONT.	5` O.C.
DECIDUOUS SHRUBS	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**CONT**	**SPACING**
	ABH	44	HYDRANGEA ARBORESCENS 'ANNABELLE'	ANNABELLE HYDRANGEA	#5 CONT.	4` O.C.
	AFD	14	CORNUS SERICEA `ARCTIC FIRE'	ARCTIC FIRE DOGWOOD	#5 CONT.	5` O.C.
	GLS	25	RHUS AROMATICA `GRO-LOW`	GRO-LOW FRAGRANT SUMAC	#5 CONT.	5` O.C.
	MCS	60	SPIRAEA JAPONICA 'MAGIC CARPET'	MAGIC CARPET SPIREA	#5 CONT.	2` O.C.
	SFS	69	SORBARIA SORBIFOLIA 'SEM'	SEM ASH LEAF SPIREA	#5 CONT.	3` O.C.
	TWN	57	PHYSOCARPUS OPULIFOLIUS 'SMPOTW'	TINY WINE NINEBARK	#5 CONT.	4` O.C.
PERENNIALS	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**CONT.**	**SPACING**
	AJS	210	SEDUM X `AUTUMN JOY`	AUTUMN JOY SEDUM	#1 CONT.	20" O.C.
	BES	171	RUDBECKIA FULGIDA `GOLDSTURM`	BLACK-EYED SUSAN	#1 CONT.	20" O.C.
	SDD	34	HEMEROCALLIS X `STELLA DE ORO`	STELLA DE ORO DAYLILY	#1 CONT.	18" O.C.

No.	REVISIONS	DATE	BY

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KATHERINE M. LEISE, PLA
MN
DATE: 05/24/2022 LIC. NO. 58869

KHA PROJECT	160846021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	KML
DRAWN BY	KML
CHECKED BY	KML

PRELIMINARY - NOT FOR CONSTRUCTION

OVERALL LANDSCAPE PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

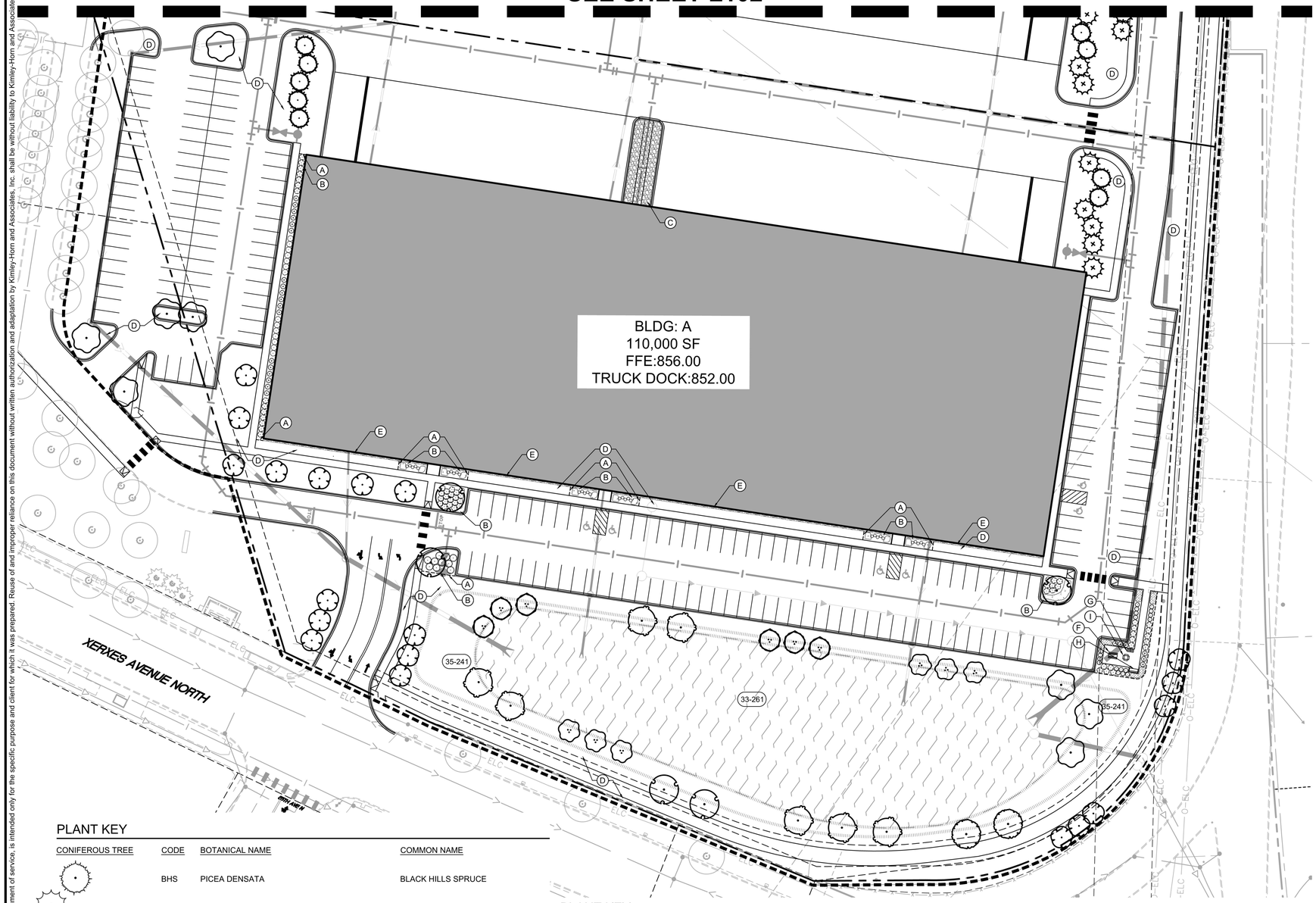
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L100

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SEE SHEET L102



LANDSCAPE LEGEND

- EXISTING DECIDUOUS TREE (TYP.)
- EXISTING CONIFEROUS TREE (TYP.)
- EXISTING SHRUB (TYP.)
- EDGER (TYP.)
- APPROXIMATE LIMITS OF SOD / IRRIGATION, SOD ALL DISTURBED AREAS (TYP.)
- SEED/ SOD EDGE (TYP.)
- ROCK MULCH (TYP.)

LANDSCAPE KEYNOTES (A)

- (A) EDGER (TYP.)
- (B) DOUBLE SHREDDED HARDWOOD MULCH (TYP.)
- (C) ROCK MULCH (TYP.)
- (D) SOD (TYP.)
- (E) MAINTENANCE STRIP (TYP.)
- (F) PICNIC TABLE - SEE DETAIL 1 SHEET L104
- (G) TRASH AND RECYCLING RECEPTACLES - SEE DETAIL 2 SHEET L104
- (H) BENCH - SEE DETAIL 3 SHEET L104
- (I) BISTRO TABLE AND CHAIRS - SEE DETAILS 4 AND 5 SHEET L104

SEEDING KEYNOTES (22-112)

- (33-261) SEED WITH MNDOT 33-261: STORMWATER SOUTH & WEST SEED MIX (TYP.)
- (35-241) SEED WITH MNDOT 35-241: MESIC PRAIRIE GENERAL SEED MIX (TYP.)

PLANT KEY

CONIFEROUS TREE	CODE	BOTANICAL NAME	COMMON NAME
	BHS	PICEA DENSATA	BLACK HILLS SPRUCE
	WHP	PINUS STROBUS	WHITE PINE
ORNAMENTAL TREE	**CODE**	**BOTANICAL NAME**	**COMMON NAME**
	PRC	MALUS IOENSIS `PRAIRIE ROSE`	PRAIRIE ROSE CRABAPPLE
	QUA	POPULUS TREMULOIDES	QUAKING ASPEN CLUMP
	RVB	BETULA NIGRA	RIVER BIRCH CLUMP
OVERSTORY TREE	**CODE**	**BOTANICAL NAME**	**COMMON NAME**
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	CHB	CELTIS OCCIDENTALIS	COMMON HACKBERRY
	NAH	GLEDITSIA TRIACANTHOS INERMIS 'HARVE' TM	NORTHERN ACCLAIM HONEY LOCUST
	SWO	QUERCUS BICOLOR	SWAMP WHITE OAK

PLANT KEY

CONIFEROUS SHRUBS	CODE	BOTANICAL NAME	COMMON NAME
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	TTY	TAXUS X MEDIA `TAUNTONII`	TAUTON YEW
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	GLS	RHUS AROMATICA `GRO-LOW`	GRO-LOW FRAGRANT SUMAC
	MCS	SPIRAEA JAPONICA 'MAGIC CARPET'	MAGIC CARPET SPIREA
	SFS	SORBARIA SORBIFOLIA 'SEM'	SEM ASH LEAF SPIREA
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PERENNIALS	CODE	BOTANICAL NAME	COMMON NAME
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	SDD	HEMEROCALLIS X `STELLA DE ORO`	STELLA DE ORO DAYLILY

NORTH

GRAPHIC SCALE IN FEET
0 20 40 80

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KATHERINE M. LEBSE, PLA
MN LIC. NO. 59869
DATE: 05/24/2022

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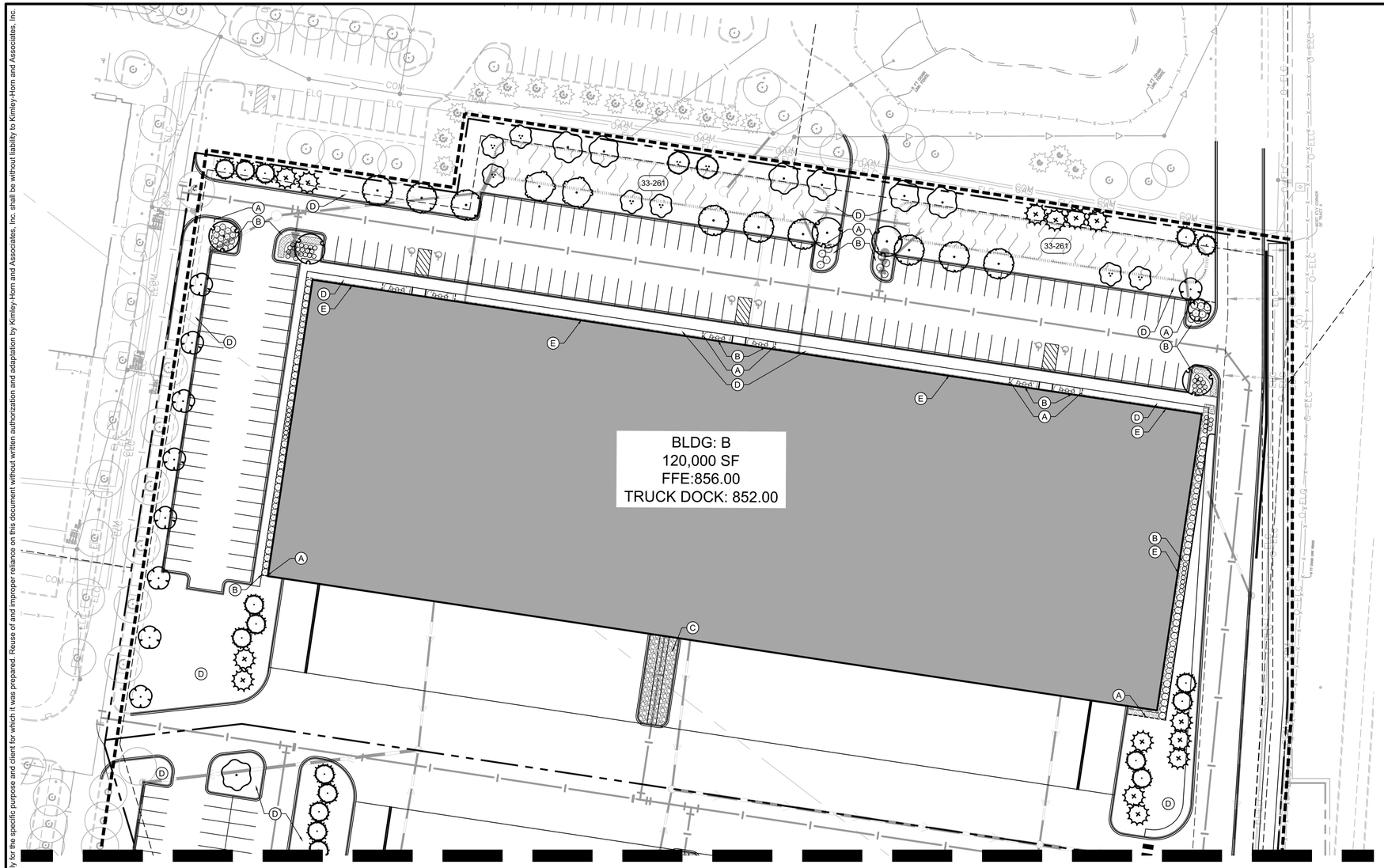
LANDSCAPE PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
L101

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SEE SHEET L101

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- (A) EDGER (TYP.)
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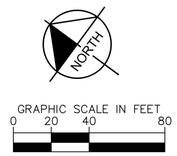
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	SDD	HEMEROCALLIS X `STELLA DE ORO`	STELLA DE ORO DAYLILY



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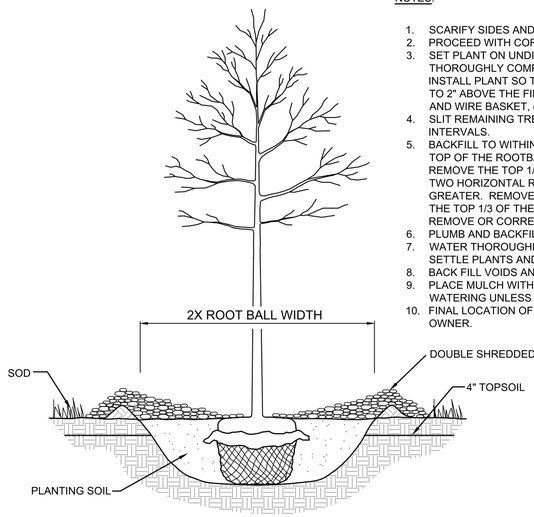
KHA PROJECT 160846021
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LANDSCAPE PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES MN
BROOKLYN CENTER

SHEET NUMBER
L102

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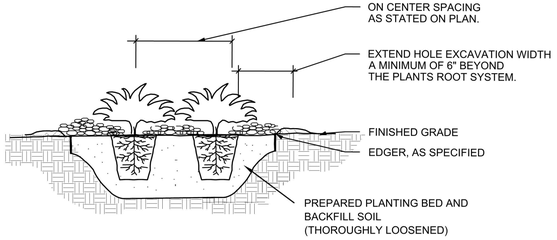


NOTES:

1. SCARIFY SIDES AND BOTTOM OF HOLE.
2. PROCEED WITH CORRECTIVE PRUNING.
3. SET PLANT ON UNDISTURBED NATIVE SOIL OR THOROUGHLY COMPACTED PLANTING SOIL. INSTALL PLANT SO THE ROOT FLARE IS AT OR UP TO 2" ABOVE THE FINISHED GRADE WITH BURLAP AND WIRE BASKET, (IF USED), INTACT.
4. SLIT REMAINING TREATED BURLAP AT 6" INTERVALS.
5. BACKFILL TO WITHIN APPROXIMATELY 12" OF THE TOP OF THE ROOTBALL, THEN WATER PLANT. REMOVE THE TOP 1/3 OF THE BASKET OR THE TOP TWO HORIZONTAL RINGS WHICHEVER IS GREATER. REMOVE ALL BURLAP AND NAILS FROM THE TOP 1/3 OF THE BALL. REMOVE ALL TWINE. REMOVE OR CORRECT STEM GIRDLING ROOTS.
6. PLUMB AND BACKFILL WITH PLANTING SOIL.
7. WATER THOROUGHLY WITHIN 2 HOURS TO SETTLE PLANTS AND FILL VOIDS.
8. BACK FILL VOIDS AND WATER SECOND TIME.
9. PLACE MULCH WITHIN 48 HOURS OF THE SECOND WATERING UNLESS SOIL MOISTURE IS EXCESSIVE.
10. FINAL LOCATION OF TREE TO BE APPROVED BY OWNER.

1 TREE PLANTING DETAIL

SCALE: N.T.S. L103

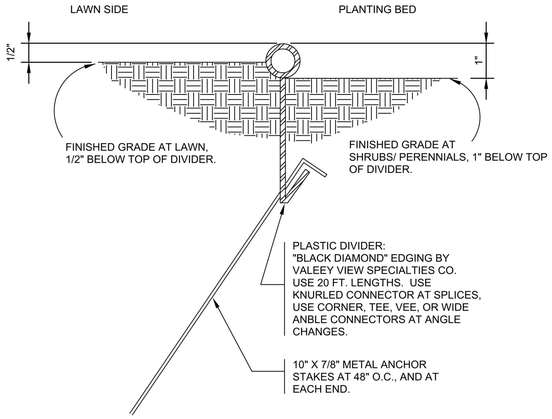


NOTES:

1. SCARIFY SIDES AND BOTTOM OF HOLE.
2. PROCEED WITH CORRECTIVE PRUNING OF TOP AND ROOT.
3. REMOVE CONTAINER AND SCORE OUTSIDE OF SOIL MASS TO REDIRECT AND PREVENT CIRCLING FIBROUS ROOTS. REMOVE OR CORRECT STEM GIRDLING ROOTS.
4. PLUMB AND BACKFILL WITH PLANTING SOIL.
5. WATER THOROUGHLY WITHIN 2 HOURS TO SETTLE PLANTS AND FILL VOIDS.
6. BACK FILL VOIDS AND WATER SECOND TIME.
7. PLACE MULCH WITHIN 48 HOURS OF THE SECOND WATERING UNLESS SOIL MOISTURE IS EXCESSIVE.
8. MIX IN 3-4" OF ORGANIC COMPOST.

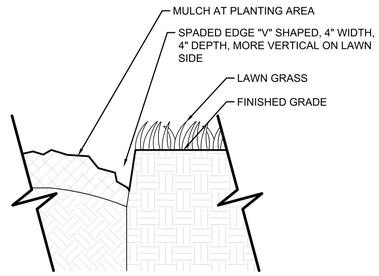
2 SHRUB / PERENNIAL PLANTING DETAIL

SCALE: N.T.S. L103



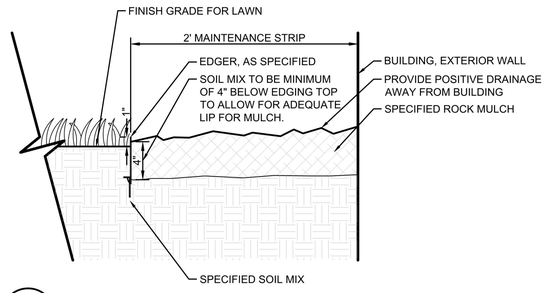
3 POLY EDGER DETAIL

SCALE: N.T.S. L103



4 SPADED EDGE DETAIL

SCALE: 1-1/2"=1' L103



5 MAINTENANCE STRIP DETAIL

SCALE: 1-1/2"=1' L103

LANDSCAPE NOTES

1. CONTACT COMMON GROUND ALLIANCE AT 811 OR CALL811.COM TO VERIFY LOCATIONS OF ALL UNDERGROUND UTILITIES PRIOR TO INSTALLATION OF ANY PLANTS OR LANDSCAPE MATERIAL.
2. ACTUAL LOCATION OF PLANT MATERIAL IS SUBJECT TO FIELD AND SITE CONDITIONS.
3. NO PLANTING WILL BE INSTALLED UNTIL ALL GRADING AND CONSTRUCTION HAS BEEN COMPLETED IN THE IMMEDIATE AREA.
4. ALL SUBSTITUTIONS MUST BE APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO SUBMISSION OF ANY BID AND/OR QUOTE BY THE LANDSCAPE CONTRACTOR.
5. PROVIDE TWO YEAR GUARANTEE OF ALL PLANT MATERIALS. THE GUARANTEE BEGINS ON THE DATE OF THE LANDSCAPE ARCHITECT'S OR OWNER'S WRITTEN ACCEPTANCE OF THE INITIAL PLANTING. REPLACEMENT PLANT MATERIAL SHALL HAVE A ONE YEAR GUARANTEE COMMENCING UPON PLANTING.
6. ALL PLANTS TO BE SPECIMEN GRADE, MINNESOTA-GROWN AND/OR HARDY. SPECIMEN GRADE SHALL ADHERE TO, BUT IS NOT LIMITED BY, THE FOLLOWING STANDARDS:
   ALL PLANTS SHALL BE FREE FROM DISEASE, PESTS, WOUNDS, SCARS, ETC.
   ALL PLANTS SHALL BE FREE FROM NOTICEABLE GAPS, HOLES, OR DEFORMITIES.
   ALL PLANTS SHALL BE FREE FROM BROKEN OR DEAD BRANCHES.
   ALL PLANTS SHALL HAVE HEAVY, HEALTHY BRANCHING AND LEAFING.
   CONIFEROUS TREES SHALL HAVE AN ESTABLISHED MAIN LEADER AND A HEIGHT TO WIDTH RATIO OF NO LESS THAN 5:3.
7. PLANTS TO MEET AMERICAN STANDARD FOR NURSERY STOCK (ANSI Z60.1-2014 OR MOST CURRENT VERSION) REQUIREMENTS FOR SIZE AND TYPE SPECIFIED.
8. PLANTS TO BE INSTALLED AS PER MNLA & ANSI STANDARD PLANTING PRACTICES.
9. PLANTS SHALL BE IMMEDIATELY PLANTED UPON ARRIVAL AT SITE. PROPERLY HEEL-IN MATERIALS IF NECESSARY; TEMPORARY ONLY.
10. PRIOR TO PLANTING, FIELD VERIFY THAT THE ROOT COLLAR/ROOT FLAIR IS LOCATED AT THE TOP OF THE BALLED & BURLAP TREE. IF THIS IS NOT THE CASE, SOIL SHALL BE REMOVED DOWN TO THE ROOT COLLAR/ROOT FLAIR. WHEN THE BALLED & BURLAP TREE IS PLANTED, THE ROOT COLLAR/ROOT FLAIR SHALL BE EVEN OR SLIGHTLY ABOVE FINISHED GRADE.
11. OPEN TOP OF BURLAP ON BB MATERIALS; REMOVE POT ON POTTED PLANTS; SPLIT AND BREAK APART PEAT POTS.
12. PRUNE PLANTS AS NECESSARY - PER STANDARD NURSERY PRACTICE AND TO CORRECT POOR BRANCHING OF EXISTING AND PROPOSED TREES.
13. WRAP ALL SMOOTH-BARKED TREES - FASTEN TOP AND BOTTOM. REMOVE BY APRIL 1ST.
14. STAKING OF TREES AS REQUIRED; REPOSITION, PLUMB AND STAKE IF NOT PLUMB AFTER ONE YEAR.
15. THE NEED FOR SOIL AMENDMENTS SHALL BE DETERMINED UPON SITE SOIL CONDITIONS PRIOR TO PLANTING. NOTIFY LANDSCAPE ARCHITECT FOR THE NEED OF ANY SOIL AMENDMENTS.
16. BACKFILL SOIL AND TOPSOIL TO ADHERE TO MN/DOT STANDARD SPECIFICATION 3877 (LOAM TOPSOIL BORROW) AND TO BE EXISTING TOP SOIL FROM SITE FREE OF ROOTS, ROCKS LARGER THAN ONE INCH, SUBSOIL DEBRIS, AND LARGE WEEDS UNLESS SPECIFIED OTHERWISE. MINIMUM 4" DEPTH TOPSOIL FOR ALL LAWN GRASS AREAS AND 12" DEPTH TOPSOIL FOR TREE, SHRUBS, AND PERENNIALS.
17. MULCH TO BE AT ALL TREE, SHRUB, PERENNIAL, AND MAINTENANCE AREAS. TREE AND SHRUB PLANTING BEDS SHALL HAVE 4" DEPTH OF DOUBLE SHREDDED HARDWOOD MULCH. DOUBLE SHREDDED HARDWOOD MULCH TO BE USED AROUND ALL PLANTS WITHIN TURF AREAS. PERENNIAL AND ORNAMENTAL GRASS BEDS SHALL HAVE 2" DEPTH DOUBLE SHREDDED HARDWOOD MULCH. MULCH TO BE FREE OF DELETERIOUS MATERIAL AND COLORED RED, OR APPROVED EQUAL. ROCK MULCH TO BE BUFF LIMESTONE, 1 1/2" TO 3" DIAMETER, AT MINIMUM 3" DEPTH, OR APPROVED EQUAL. ROCK MULCH TO BE ON COMMERCIAL GRADE FILTER FABRIC, BY TYPAR, OR APPROVED EQUAL WITH NO EXPOSURE. MULCH AND FABRIC TO BE APPROVED BY OWNER PRIOR TO INSTALLATION. MULCH TO MATCH EXISTING CONDITIONS (WHERE APPLICABLE).
18. EDGING TO BE COMMERCIAL GRADE VALLEY-VIEW BLACK DIAMOND (OR EQUAL) POLY EDGING OR SPADED EDGE, AS INDICATED. POLY EDGING SHALL BE PLACED WITH SMOOTH CURVES AND STAKED WITH METAL SPIKES NO GREATER THAN 4 FOOT ON CENTER WITH BASE OF TOP BEAD AT GRADE, FOR MOWERS TO CUT ABOVE WITHOUT DAMAGE. UTILIZE CURBS AND SIDEWALKS FOR EDGING WHERE POSSIBLE. SPADED EDGE TO PROVIDE V-SHAPED DEPTH AND WIDTH TO CREATE SEPARATION BETWEEN MULCH AND GRASS. INDIVIDUAL TREE, SHRUB, OR RAIN-GARDEN BEDS TO BE SPADED EDGE, UNLESS NOTED OTHERWISE. EDGING TO MATCH EXISTING CONDITIONS (WHERE APPLICABLE).
19. ALL DISTURBED AREAS TO BE SODDED OR SEEDED, UNLESS OTHERWISE NOTED. PARKING LOT ISLANDS TO BE SODDED WITH SHREDDED HARDWOOD MULCH AROUND ALL TREES AND SHRUBS. SOD TO BE STANDARD MINNESOTA GROWN AND HARDY BLUEGRASS MIX, FREE OF LAWN WEEDS. ALL TOPSOIL AREAS TO BE RAKED TO REMOVE DEBRIS AND ENSURE DRAINAGE. SLOPES OF 3:1 OR GREATER SHALL BE STAKED. SEED AS SPECIFIED AND PER MN/DOT SPECIFICATIONS. IF NOT INDICATED ON LANDSCAPE PLAN, SEE EROSION CONTROL PLAN.
20. PROVIDE IRRIGATION TO ALL PLANTED AREAS ON SITE. IRRIGATION SYSTEM TO BE DESIGN/BUILD. PROVIDE SHOP DRAWINGS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION OF IRRIGATION SYSTEM. PROVIDE OPERATION MANUALS, AS-BUILT PLANS, AND NORMAL PROGRAMMING. SYSTEM SHALL BE WINTERIZED AND HAVE SPRING STARTUP DURING FIRST YEAR OF OPERATION. SYSTEM SHALL HAVE ONE-YEAR WARRANTY ON ALL PARTS AND LABOR. ALL INFORMATION ABOUT INSTALLATION AND SCHEDULING CAN BE OBTAINED FROM THE GENERAL CONTRACTOR.
21. CONTRACTOR SHALL PROVIDE NECESSARY WATERING OF PLANT MATERIALS UNTIL THE PLANT IS FULLY ESTABLISHED OR IRRIGATION SYSTEM IS OPERATIONAL. OWNER WILL NOT PROVIDE WATER.
22. REPAIR, REPLACE, OR PROVIDE SOD/SEED AS REQUIRED FOR ANY ROADWAY BOULEVARD AREAS ADJACENT TO THE SITE DISTURBED DURING CONSTRUCTION.
23. REPAIR ALL DAMAGE TO PROPERTY FROM PLANTING OPERATIONS AT NO COST TO OWNER.
24. MAINTAIN TREES, SHRUBS, AND OTHER PLANTS UNTIL PROJECT COMPLETION, BUT IN NO CASE, LESS THAN FOLLOWING PERIOD; 1 YEAR AFTER PROJECT COMPLETION. MAINTAIN TREES, SHRUBS, AND OTHER PLANTS BY PRUNING, CULTIVATING, AND WEEDING AS REQUIRED FOR HEALTHY GROWTH. RESTORE PLANTING SAUCERS. TIGHTEN AND REPAIR STAKE AND GUY SUPPORTS AND RESET TREES AND SHRUBS TO PROPER GRADES OR VERTICAL POSITION AS REQUIRED. RESTORE OR REPLACE DAMAGED WRAPPINGS. SPRAY AS REQUIRED TO KEEP TREES AND SHRUBS FREE OF INSECTS AND DISEASE. REPLENISH MULCH TO THE REQUIRED DEPTH. MAINTAIN LAWNS FOR 45 DAYS AFTER INSTALLING SOD INCLUDING MOWING WHEN SOD RECITES 4" IN HEIGHT. WEED PLANTING BEDS AND MULCH SAUCERS AT MINIMUM ONCE A MONTH DURING THE GROWING SEASON. PROVIDE A MONTHLY REPORT TO THE OWNER ON WEEDING AND OTHER MAINTENANCE RESPONSIBILITIES.

No.	REVISIONS	DATE	BY

Kimley»Horn
2018 KIMLEY-HORN AND ASSOCIATES, INC.
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

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 LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

KATHERINE M. LEISE, PLA
MN
LIC. NO. 58869
DATE: 05/24/2022

KHA PROJECT	160846021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	KML
DRAWN BY	KML
CHECKED BY	KML

PRELIMINARY - NOT FOR CONSTRUCTION

LANDSCAPE DETAILS

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

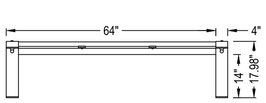
SHEET NUMBER
L103

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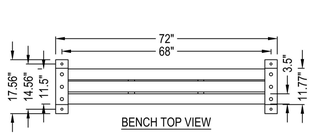
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NOTES:

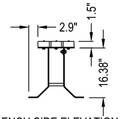
1. TABLE AND CHAIRS TO BE COLOR CEDAR (PLASTIC SLAT COLOR) AND TEXTURED PEWTER (FRAME COLOR)
2. INSTALL TABLE AND BENCHES SURFACE MOUNTED PER MANUFACTURER'S SPECIFICATIONS.
3. SUBMIT SHOP DRAWINGS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION.
4. FIELD LOCATE FURNISHINGS PER PLAN WITH APPROVAL BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.



BENCH FRONT ELEVATION



BENCH TOP VIEW



BENCH SIDE ELEVATION

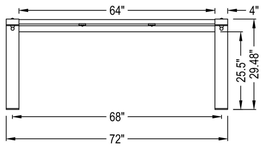


TABLE FRONT ELEVATION

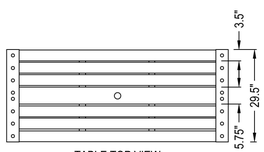


TABLE TOP VIEW

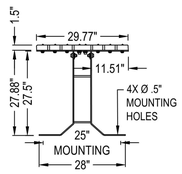


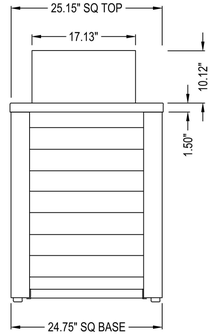
TABLE SIDE ELEVATION

1 ANOVA - WAINWRIGHT 6' PICNIC TABLE AND BENCHES SET

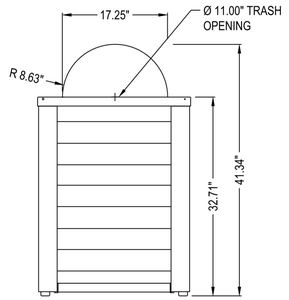
SCALE: N.T.S.

NOTES:

1. RECEPTACLE TO BE COLOR CEDAR (PLASTIC SLAT COLOR) AND TEXTURED PEWTER (FRAME/LID COLOR)
2. INSTALL 2 RECEPTACLES SURFACE MOUNTED PER MANUFACTURER'S SPECIFICATIONS.
3. SUBMIT SHOP DRAWINGS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION.
4. FIELD LOCATE FURNISHINGS PER PLAN WITH APPROVAL BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.



FRONT ELEVATION



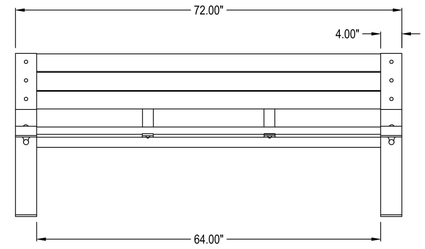
SIDE ELEVATAION

2 ANOVA - WAINWRIGHT 45 GALLON TRASH RECEPTACLE

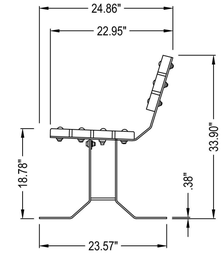
SCALE: N.T.S.

NOTES:

1. BENCH TO BE COLOR CEDAR (PLASTIC SLAT COLOR) AND TEXTURED PEWTER (FRAME COLOR)
2. INSTALL SURFACE MOUNTED PER MANUFACTURER'S SPECIFICATIONS.
3. SUBMIT SHOP DRAWINGS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION.
4. FIELD LOCATE FURNISHINGS PER PLAN WITH APPROVAL BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.



FRONT ELEVATION



SIDE ELEVATION

3 ANOVA - WAINWRIGHT 6' CONTOUR BENCH

SCALE: N.T.S.

NOTES:

1. BISTRO TABLE TO BE COLOR SILVER GRAY (TABLE TOP COLOR) AND CHARCOAL GRAY (TABLE BASE COLOR)
2. INSTALL TABLE SURFACE MOUNTED PER MANUFACTURER'S SPECIFICATIONS.
3. SUBMIT SHOP DRAWINGS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION.
4. FIELD LOCATE FURNISHINGS PER PLAN WITH APPROVAL BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.

TOP VIEW

FRONT ELEVATION

4 ANOVA - BISTRO LIGERO 30" STEEL DINING TABLE

SCALE: N.T.S.

TOP VIEW

NOTES:

1. BISTRO CHAIRS TO BE COLOR SILVER GRAY
2. PROVIDE FOUR CHAIRS PER MANUFACTURER'S SPECIFICATIONS.
3. SUBMIT SHOP DRAWINGS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION.
4. FIELD LOCATE FURNISHINGS PER PLAN WITH APPROVAL BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.

FRONT ELEVATION

SIDE ELEVATION

5 ANOVA - BISTRO LIGERO, GENOA ALLUMINUM DINING CHAIR SET OF 4

SCALE: N.T.S.

PRELIMINARY - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

Kimley»Horn
2018 KIMLEY-HORN AND ASSOCIATES, INC.
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

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 LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

KATHERINE M. LEBSE, PLA
MN LIC. NO. 58869
DATE: 05/24/2022

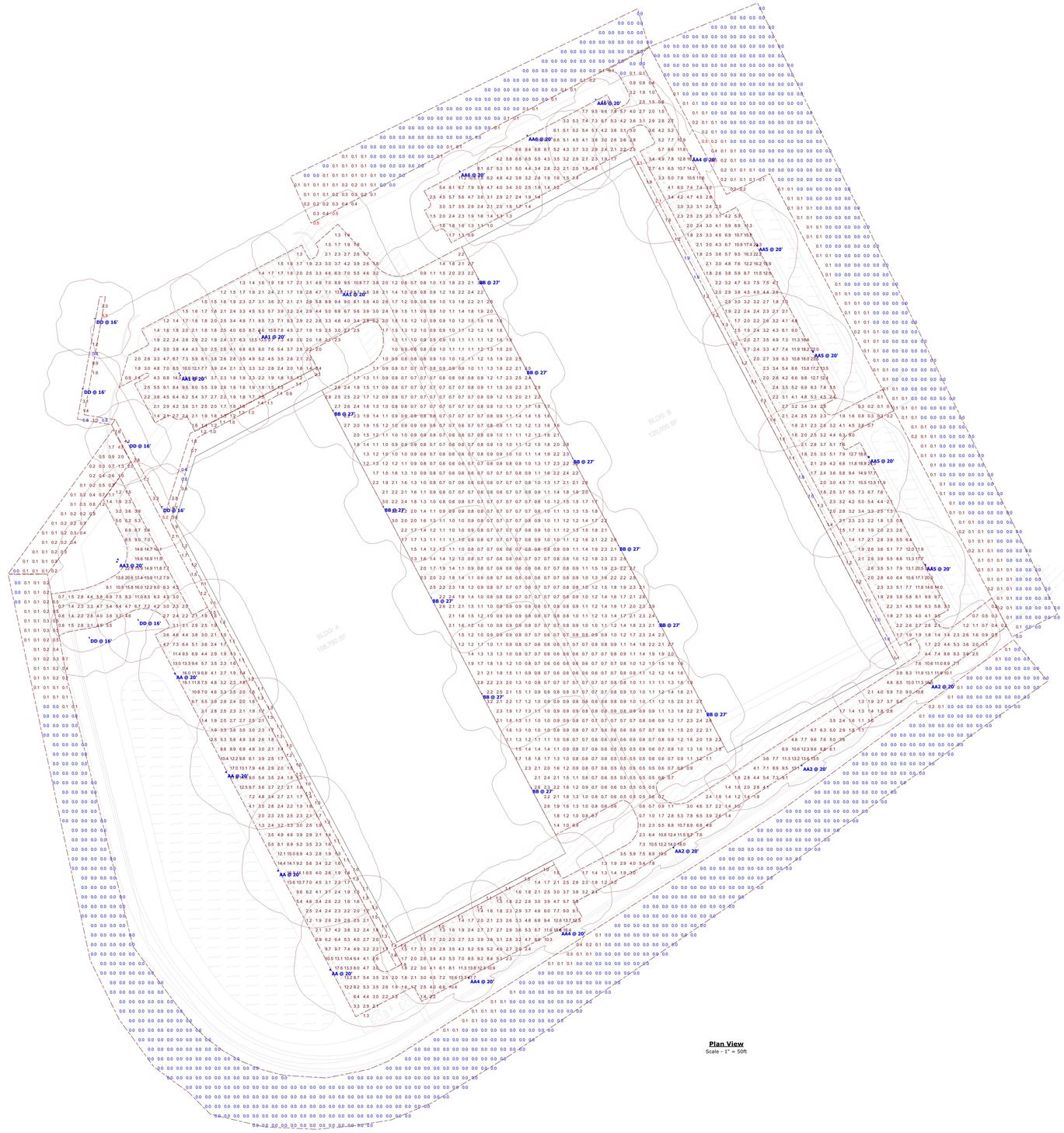
KHA PROJECT	160846021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	BJA
DRAWN BY	BJA
CHECKED BY	KML

LANDSCAPE DETAILS

NORTH 100
BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
L104

Symbol	Label	Quantity	Manufacturer	Catalog Number	Description	Number Lamps	Lumens Per Lamp	Light Loss Factor	Wattage
	AA	9	COOPER LIGHTING SOLUTIONS - formerly EATON	HALO RL5660 THD1 ELO	HALO RL 5660 AND RL5660WH 6" RECESSED LIMINAIRE 6" DL TD SQ, 600WL, 120VOLT	1	4540	1	39.6
	AA1	3	COOPER LIGHTING SOLUTIONS - formerly EATON	HALO SL6SD THD1D	HALO SL6SD AND SL6SDWH 6" SURFACE MOUNT DOWNLIGHT DL TD SQ, 600WL, 120VOLT	1	4547	1	39.6
	AA2	3	COOPER LIGHTING SOLUTIONS - formerly EATON	HALO SL6SD THD1 ELO	HALO SL6SD AND SL6SDWH 6" SURFACE MOUNT DOWNLIGHT DL TD SQ, 600WL, 120VOLT	1	4540	1	39.6
	AA3	3	COOPER LIGHTING SOLUTIONS - formerly EATON	HALO SL6SD THD1 ELO	HALO SL6SD AND SL6SDWH 6" SURFACE MOUNT DOWNLIGHT DL TD SQ, 600WL, 120VOLT	1	4540	1	39.6
	AA4	3	COOPER LIGHTING SOLUTIONS - formerly EATON	HALO SL6SD THD1 ELO WHB	HALO SL6SD AND SL6SDWH 6" SURFACE MOUNT DOWNLIGHT DL TD SQ, 600WL, 120VOLT	1	4540	1	39.6
	AA5	9	COOPER LIGHTING SOLUTIONS - formerly EATON	HALO SL6SD THD1 ELO WHB	HALO SL6SD AND SL6SDWH 6" SURFACE MOUNT DOWNLIGHT DL TD SQ, 600WL, 120VOLT	1	4540	1	39.6
	AA6	3	COOPER LIGHTING SOLUTIONS - formerly EATON	HALO SL6SD THD1 ELO WHB	HALO SL6SD AND SL6SDWH 6" SURFACE MOUNT DOWNLIGHT DL TD SQ, 600WL, 120VOLT	1	4540	1	39.6
	BB	11	COOPER LIGHTING SOLUTIONS - formerly EATON	HALO HA2SD THD1 ELO TRT	HALO HA SERIES 2" TRIM DL WHITE, LOW GLARE SQUARE WITH SPECULAR CLEAR REFLECTOR	1	1600	1	13.5
	DD	6	LED ONE/ENGEL INC	FOLS-3-LED-NO-MW		1	7740	1	64.2



Plan View
Scale - 1" = 50ft

RJRyan Construction, Inc.

Brooklyn Center Industrial

Designer	
Amber Forester	
Date	
02/11/2022	
Scale	
Not to Scale	
Drawing No.	
L1	
Summary	
LIGHTING CALCULATIONS	

NORTH 100 BUSINESS PARK ADDITION

R.T. DOC. NO._____

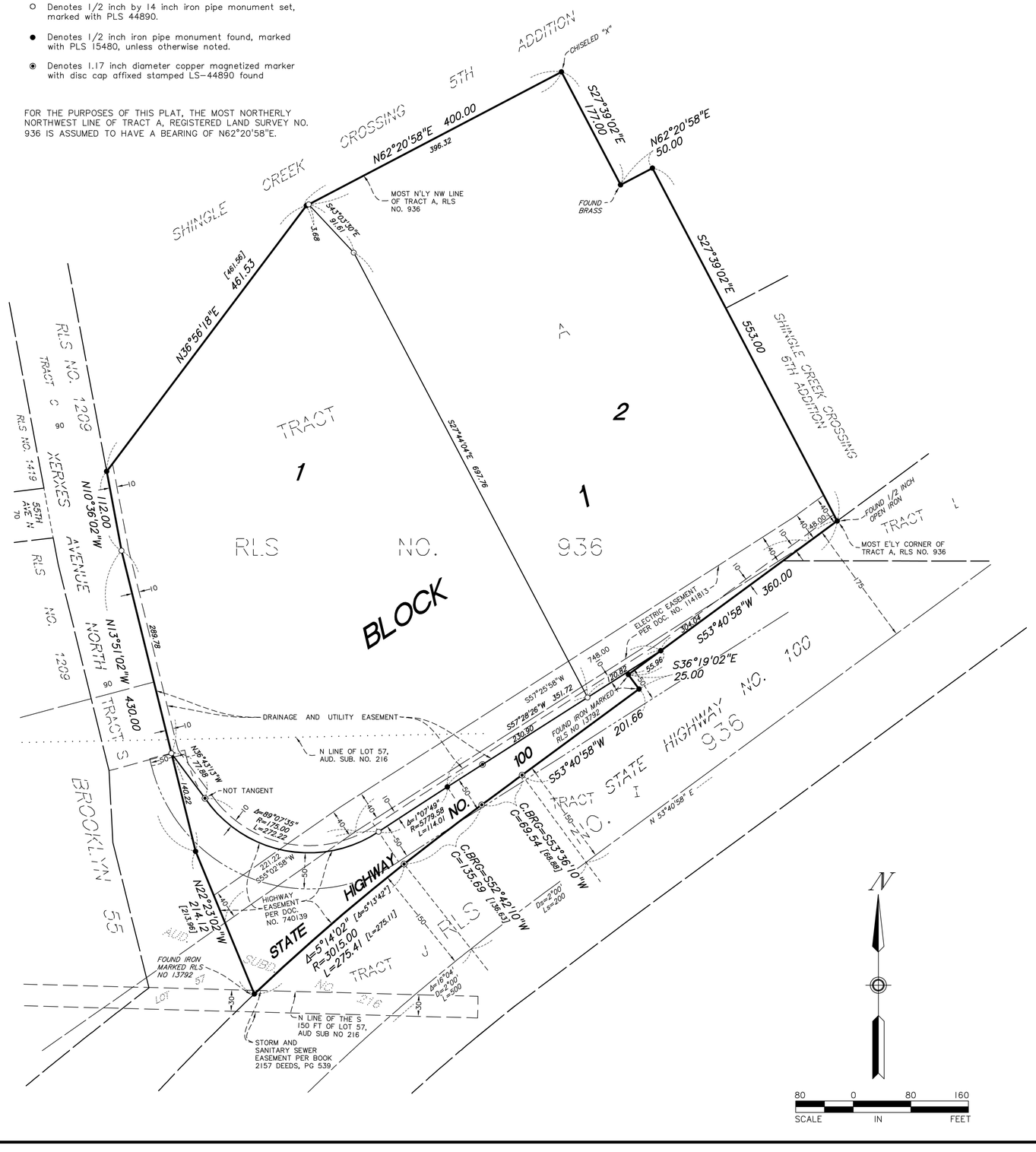
[ ] Denotes per REGISTERED LAND SURVEY NO. 936

○ Denotes 1/2 inch by 14 inch iron pipe monument set, marked with PLS 44890.

● Denotes 1/2 inch iron pipe monument found, marked with PLS 15480, unless otherwise noted.

◉ Denotes 1.17 inch diameter copper magnetized marker with disc cap affixed stamped LS–44890 found

FOR THE PURPOSES OF THIS PLAT, THE MOST NORTHERLY NORTHWEST LINE OF TRACT A, REGISTERED LAND SURVEY NO. 936 IS ASSUMED TO HAVE A BEARING OF N62°20'58"E.



KNOW ALL PERSONS BY THESE PRESENTS: That TF Brooklyn Center MN LLC, a Delaware limited liability company, owner and proprietor of the following described property situated in the County of Hennepin, State of Minnesota, to wit:

Tract A, REGISTERED LAND SURVEY NO. 936

Has caused the same to be surveyed and platted as NORTH 100 BUSINESS PARK ADDITION and does hereby dedicate to the public, for public use, the public way and the drainage and utility easements as created by this plat.

In witness whereof said TF Brooklyn Center MN LLC, a Delaware limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 20___.

SIGNED: _____ its _____

STATE OF _____

COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20___, by _____ the _____ of TF Brooklyn Center MN LLC, a Delaware limited liability company, on behalf of said company.

_____
Signature

_____
Notary Printed Name

Notary Public, _____ County, _____

My Commission Expires_____

I, Leonard F. Carlson, 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___.

_____
Leonard F. Carlson, Licensed Land Surveyor
Minnesota License No. 44890

STATE OF MINNESOTA
COUNTY OF HENNEPIN

This instrument was acknowledged before me on this _____ day of _____, 20____, by Leonard F. Carlson.

_____
Signature

_____
Notary Printed Name

Notary Public, Minnesota

My Commission Expires January 31, _____

CITY COUNCIL, CITY OF BROOKLYN CENTER, MINNESOTA

This plat of NORTH 100 BUSINESS PARK ADDITION was approved and accepted by the City Council of the City of Brooklyn Center, Minnesota at a regular meeting thereof held this _____ day of _____, 20___, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03. Subd. 2.

CITY COUNCIL, CITY OF BROOKLYN CENTER, MINNESOTA

BY: _____Mayor

BY: _____Manager

RESIDENT AND REAL ESTATE SERVICES, Hennepin County, Minnesota

I hereby certify that taxes payable in 20____ and prior years have been paid for land described on this plat, dated this _____ day of _____, 20____.

Mark V. Chapin, Hennepin County Auditor

BY: _____Deputy

SURVEY DIVISION, Hennepin County, Minnesota

Pursuant to Minnesota Statutes, Sec. 383B.565 (1969), this plat has been approved this _____ day of _____, 20____

Chris F. Mavis, County Surveyor

BY: _____

REGISTRAR OF TITLES, Hennepin County, Minnesota

I hereby certify that the within plat of NORTH 100 BUSINESS PARK ADDITION was filed in this office this _____ day of _____, 20____ at _____ o'clock ___M.

Amber Bougie, Registrar of Titles

BY: _____Deputy

PRELIMINARY
SUBJECT TO REVISION

SUNDE LAND SURVEYING

Kimley»Horn

MEMORANDUM

To: Ginny McIntosh
City of Brooklyn Center

CC: Scannell Properties

From: Jacob Rojer, P.E., PTOE
Brian Wurdeman, P.E.
Kimley-Horn and Associates, Inc.

Date: June 9, 2022

Subject: Trip Generation Comparison Memo – Sears Site Redevelopment
Brooklyn Center, MN

INTRODUCTION

Scannell Properties is proposing to redevelop the vacant Sears site at Shingle Creek Crossing in Brooklyn Center, Minnesota. The redevelopment will remove the existing approximately 110,000 square foot Sears building and 15,000 square foot auto center and build two office/industrial buildings totaling 230,000 square feet.

This memorandum documents the anticipated trip generation of the previous land uses compared to the proposed land use.

TRIP GENERATION COMPARISON

The trip generation for the vacant Sears site was calculated based on the Institute of Transportation Engineers (ITE) *Trip Generation Manual, 11th Edition*. For the existing land uses, ITE Land Use Code (LUC) 875 (Department Store) and LUC 943 (Automobile Parts and Service Center) were used to calculate the trip generation. **Table 1** provides the trip generation of the existing land uses. When operational, the existing site generated an estimated 93 trips in the AM peak hour, 246 trips in the PM peak hour, and 2,766 daily trips.

Table 1 – Existing Site Trip Generation

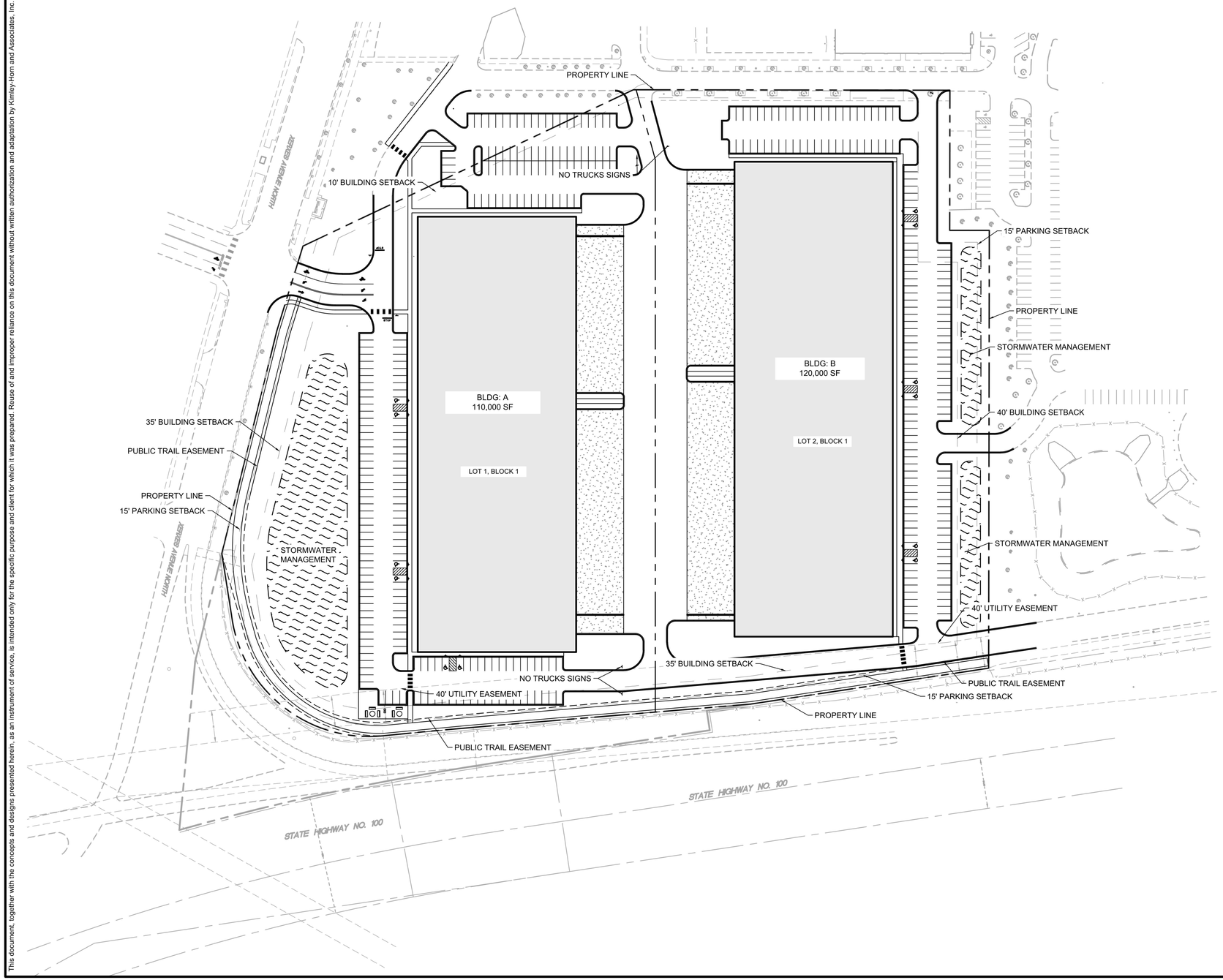
Land Use Description	ITE Code	Intensity / Units	Daily	AM Peak Hour			PM Peak Hour		
				In	Out	Total	In	Out	Total
Sears	875	110,000 Sq. Ft.	2,517	41	23	64	107	108	215
Auto Center	943	15,000 Sq. Ft.	249	21	8	29	12	19	31
Total Existing Trip Generation			**2,766**	**62**	**31**	**93**	**119**	**127**	**246**

The proposed office/industrial development will maintain the same site access as the existing conditions. The site will consist of a 110,000 square foot building and a 120,000 square foot building. It is assumed that the buildings will be 20% office and 80% industrial. The proposed site plan is attached. ITE LUC 110 (General Light Industrial) and ITE LUC 720 (General Office) were used to calculate the anticipated trip generation of the site. **Table 2** provides the trip generation of the proposed development. The industrial development is anticipated to generate 206 AM peak hour trips, 186 PM peak hour trips, and 1,396 daily trips.

Table 2 – Proposed Development Trip Generation

Land Use Description	ITE Code	Intensity / Units	Daily	AM Peak Hour			PM Peak Hour		
				In	Out	Total	In	Out	Total
Industrial	110	184,000 Sq. Ft.	896	120	16	136	17	103	120
Office	720	46,000 Sq. Ft.	500	62	8	70	11	55	66
TOTAL			**1,396**	**182**	**24**	**206**	**28**	**158**	**186**

Comparing the trip generation results in Tables 1 & 2, it is anticipated that the redevelopment of the site will generate 113 more trips in the AM peak hour, 60 less trips in the PM peak hour, and 1,370 less daily trips than the previous land uses. Therefore, the redevelopment of the site is not anticipated to have a significant impact on traffic operations in the area.



LEGEND

- PROPERTY LINE
- PROPOSED FENCE
- SETBACK LINE
- RETAINING WALL
- PROPOSED CURB AND GUTTER
- PROPOSED HEAVY DUTY ASPHALT
- PROPOSED STANDARD DUTY ASPHALT
- PROPOSED CONCRETE PAVEMENT
- PROPOSED STORMWATER MANAGEMENT AREA
- PROPOSED CONCRETE SIDEWALK

PROPERTY SUMMARY

NORTH 100 BUSINESS PARK	
PROPERTY AREA	664,544 SF (15.256 AC)
LOT 1, BLOCK 1 PROPERTY AREA	8.07 AC
LOT 2, BLOCK 1 PROPERTY AREA	7.19 AC

ZONING SUMMARY	
EXISTING ZONING	PUD / MX-B - PLANNED UNIT DEVELOPMENT / BUSINESS MIXED USE DISTRICT
PROPOSED ZONING	PUD / MX-B - PLANNED UNIT DEVELOPMENT / BUSINESS MIXED USE DISTRICT
PARKING SETBACKS	SIDE/REAR = 15' ROAD = 15'
BUILDING SETBACKS	FRONT = 35' CORNER = 35' INTERIOR SIDE = 10' REAR = 40'

BUILDING DATA SUMMARY

AREAS	
PROPOSED PROPERTY	15.256 AC
BUILDING A AREA	110,000 SF
BUILDING B AREA	120,000 SF

PARKING	
LOT 1, BLOCK 1	
REQUIRED PARKING	136 SPACES
PROPOSED PARKING	200 SPACES
PROPOSED PARKING EASEMENT SPACES	18 SPACES
ADA STALLS REQ'D / PROVIDED	6 STALLS / 6 STALLS
LOT 2, BLOCK 1	
REQUIRED PARKING	150 SPACES
PROPOSED PARKING	157 SPACES
ADA STALLS REQ'D / PROVIDED	6 STALLS / 6 STALLS

SITE PLAN NOTES

1. ALL WORK AND MATERIALS SHALL COMPLY WITH ALL CITY/COUNTY REGULATIONS AND CODES AND O.S.H.A. STANDARDS.
2. CONTRACTOR SHALL REFER TO THE ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF VESTIBULES, SLOPE PAVING, SIDEWALKS, EXIT PORCHES, TRUCK DOCKS, PRECISE BUILDING DIMENSIONS AND EXACT BUILDING UTILITY ENTRANCE LOCATIONS.
3. ALL INNER CURBED RADII ARE TO BE 3' AND OUTER CURBED RADII ARE TO BE 10' UNLESS OTHERWISE NOTED. STRIPED RADII ARE TO BE 5'.
4. ALL DIMENSIONS AND RADII ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
5. EXISTING STRUCTURES WITHIN CONSTRUCTION LIMITS ARE TO BE ABANDONED, REMOVED OR RELOCATED AS NECESSARY. ALL COST SHALL BE INCLUDED IN BASE BID.
6. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL RELOCATIONS, (UNLESS OTHERWISE NOTED ON PLANS) INCLUDING BUT NOT LIMITED TO, ALL UTILITIES, STORM DRAINAGE, SIGNS, TRAFFIC SIGNALS & POLES, ETC. AS REQUIRED. ALL WORK SHALL BE IN ACCORDANCE WITH GOVERNING AUTHORITIES REQUIREMENTS AND PROJECT SITE WORK SPECIFICATIONS AND SHALL BE APPROVED BY SUCH. ALL COST SHALL BE INCLUDED IN BASE BID.
7. SITE BOUNDARY, TOPOGRAPHY, UTILITY AND ROAD INFORMATION TAKEN FROM A SURVEY BY SUNDE LAND SURVEYING, DATED 03/30/2021.
8. KIMLEY-HORN ASSUMES NO LIABILITY FOR ANY ERRORS, INACCURACIES, OR OMISSIONS CONTAINED THEREIN.
9. TOTAL LAND AREA IS 15.256 ACRES.
10. PYLON / MONUMENT SIGNS SHALL BE CONSTRUCTED BY OTHERS. SIGNS ARE SHOWN FOR GRAPHICAL & INFORMATIONAL PURPOSES ONLY. CONTRACTOR TO VERIFY SIZE, LOCATION AND ANY REQUIRED PERMITS NECESSARY FOR THE CONSTRUCTION OF THE PYLON / MONUMENT SIGN.
11. CONTRACTOR SHALL REFERENCE ARCH / MEP PLANS FOR SITE LIGHTING AND ELECTRICAL PLAN.
12. NO PROPOSED LANDSCAPING SUCH AS TREES OR SHRUBS, ABOVE AND UNDERGROUND STRUCTURES, OR OTHER OBSTRUCTIONS SHALL BE LOCATED WITHIN EXISTING OR PROPOSED UTILITY EASEMENTS AND RIGHTS OF WAY UNLESS SPECIFICALLY NOTED ON PLANS OTHERWISE.
13. REFERENCE ARCHITECTURAL PLANS FOR DUMPSTER ENCLOSURE DETAILS.
14. REFER TO FINAL PLAT OR ALTA SURVEY FOR EXACT LOT AND PROPERTY BOUNDARY DIMENSIONS.
15. ALL AREAS ARE ROUNDED TO THE NEAREST SQUARE FOOT.
16. ALL DIMENSIONS ARE ROUNDED TO THE NEAREST TENTH FOOT.
17. ALL PARKING STALLS TO BE 9' IN WIDTH AND 18' IN LENGTH UNLESS OTHERWISE INDICATED.

NORTH

GRAPHIC SCALE IN FEET
0 35 70 140

No.	REVISIONS	DATE	BY

Kimley»Horn
© 2018 KIMLEY-HORN AND ASSOCIATES, INC.
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

BRIAN M. WURDEMAN
MN
DATE: 01/21/2022 LIC. NO. 53113

KHA PROJECT 160846021
DATE 05/13/2022
SCALE AS SHOWN
DESIGNED BY RAV
DRAWN BY RAV
CHECKED BY BMW

PRELIMINARY - NOT FOR CONSTRUCTION

OVERALL SITE PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES MN
BROOKLYN CENTER

SHEET NUMBER
C300

This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

K:\TWC_LDEV\Scannell\Brooklyn Center - Sears\3 Design\CAD\PlanSheets\C4-SITE PLAN.dwg May 17, 2022 - 1:04pm

Exhibit B

Ad Proof

Not Actual Size

EAST CENTRAL MINNESOTA

-Public Notice Ad Proof-

This is the proof of your ad scheduled to run on the dates indicated below. Please proof read carefully. If changes are needed, please contact us prior to deadline at Cambridge (763) 691-6000 or email at publicnotice@apgecm.com

Date: 06/02/22

Account #: 413069
Customer: CITY OF BROOKLYN CENTER ~

Address: 6301 SHINGLE CREEK
BROOKLYN CENTER

Telephone: (612) 569-3440
Fax: (763) 569-3494

Ad ID: 1234846
Copy LIne: June 23 PH Scannell Properties

PO Number:
Start: 06/09/22
Stop: 06/09/2022
Total Cost:
# of Lines: 88
Total Depth: 9.778
# of Inserts: 1
Ad Class: 150
Phone # (763) 691-6000
Email: publicnotice@apgecm.com
Rep No: SE700

Contract-Gross

Publications:
SP Brooklyn Ctr/Brooklyn Park

CITY OF BROOKLYN CENTER NOTICE OF PUBLIC HEARING

TO WHOM IT MAY CONCERN:

Please take notice that the Planning Commission of the City of Brooklyn Center will hold an in-person public hearing on **Thursday, June 23, 2022**, at approximately 7:00 p.m. Meeting materials can be accessed by visiting the City of Brooklyn Center's website at: https://www.ci.brooklyn-center.mn.us/. A definite time for this application to be considered cannot be given as it will depend on the progression of the agenda items.

TYPE OF REQUEST: Rezoning/ Establishment of a Planned Unit Development, Site and Building Plan, Preliminary and Final Plat, and 2040 Comprehensive Plan Amendment

APPLICANT: Scannell Properties, on behalf of Transformco

PROPERTY OWNER: Sears Roebuck and Company

PROPERTY ADDRESS / PID: 1297 Shingle Creek Crossing, Brooklyn Center, MN 55430 / 03-118-21-44-0026

BRIEF STATEMENT OF CONTENTS OF PETITION: The Applicant is requesting review of a proposal to re-plat and re-develop the approximately 15-acre acre former Sears site, located at 1297 Shingle Creek Crossing. With the closure of Sears and the adjacent Sears Auto Center in late 2018, the Applicant is proposing the construction of two single-story business park buildings totaling approximately 230,000-square feet and related site improvements.

Comments and questions may be forwarded to gmcintosh@ci.brooklyn-center.mn.us up until 4:30 pm on the day of the meeting, or by contacting Ginny McIntosh at (763) 569-3319. Your comments will be included in the record and addressed as part of the meeting. Alternatively, you may participate in the Planning Commission meeting via Webex at: logis.webex.com

Meeting Number (Access Code):
2455 009 7527
Password: BCPC06232022
By Phone: 1 (312) 535-8110
(Enter Access Code)

Auxiliary aids for persons with disabilities are available upon request at least 96 hours in advance. Please contact the City Clerk at (763) 569-3300 to make arrangements.

Respectfully,
Ginny McIntosh
City Planner and Zoning
Administrator

Published in the
Sun Post
June 9, 2022
1234846

Exhibit C

Council/EDA Work Session

DATE: 5/24/2021

TO: City Council
FROM: Curt Boganey, City Manager
THROUGH: N/A
BY: Meg Beekman, Community Development Director

SUBJECT: Concept Review from Scannell Proper es Regarding the Former Sears Site

Requested Council Ac on:

Background:

The concept review process is an opportunity for the City Council to review a development concept prior to a formal proposal from an applicant, and provide comments, ask ques ons, and indicate whether or not the City would be open to the project. They are also helpful as it provides insight to staff and the developer as to any specific concerns the Council may have related to a project. Concept reviews are helpful for projects that would involve diver ng from the City's established land use policy.

A concept review is considered advisory and is nonbinding to the City and the applicant. No formal ac on can be taken at a work session, and the Council is not being asked to vote on the proposal. If the developer chooses to submit a formal applica on to the City to proceed, it would be subject to the full review process, as with any other development applica on.

The former Sears site has been vacant since 2018. Sears is the owner of the site and in late 2020, ini ated a process to solicit offers from private par es to acquire and redevelop the site. Scannell Proper es was the winning bidder and they have now entered into an op on agreement with Sears for the site. Scannell has begun their due diligence on the site, which has required substan al environmental assessment. As part of that assessment they have iden fied significant asbestos in the exis ng structures which will need to be remediated before demoli on can take place. The total es mated cost to remediate the asbestos in the former Sears building is nearly a million dollars. This work will be required prior to demoli on of the exis ng structures.

On April 28, 2021, the City Council authorized an applica on to the Metropolitan Council's Tax Base Revitaliza on Account for funding to assist with environmental remedia on of the site.

Scannell Proper es is a developer of primarily industrial and commercial business centers. They have most recently completed projects in Brooklyn Park and Maple Grove. Examples of their projects are a ached to this report. Scannell Proper es is s ll very much in the due diligence phase of their project and have not yet determined a site layout or concept plan for this par cular site. They will complete the environmental assessment prior to determining the best layout and use for the site. That said, they are contempla ng a commercial business center at this loca on, similar to those they have done in other communi es.

Scannell is seeking direc on from the Council on whether their proposed land use would be favorable to the Council. They are prepared to discuss the environmental condi ons of the site and to talk about their approach as developers and to their projects if the Council so wishes. T

The former Sears site is currently zoned PUD-C2. This zoning is specific to the former Brookdale Mall, and any reuse of the property would require a rezoning to a new PUD. However, the underlying zoning is that of C2, Commerce, which primarily allows retail and service uses. Scannell's proposed use would require a rezoning to PUD-BMU, which aligns more closely with the City's I-1 - Light Industrial zoning district.

The property is guided TOD in the 2040 Comprehensive Plan. At the me that the Comprehensive Plan was adopted, it was not clear with the future for the former Sears site would be. The site is near a BRT transit stop, and TOD allows a broad mix of land use op ons, including housing. The 2040 Comprehensive Plan recognized that not all of the proper es guided for TOD would be appropriate housing sites, and indicated that areas such as the Opportunity Site, would focus more on housing, while other sites around Xerxes and Brooklyn Boulevard would focus more on commercial land uses, providing a jobs base.

That said, the 2040 Comprehensive Plan did not contemplate light industrial and business mixed use for the former Sears site, and as such, a Comprehensive Plan Amendment would be required if this development were to move forward.

Policy Discussion

a balanced approach to future redevelopment, including addi onal employment centers and tax base enhancing development projects, in addi on to the communi es needs for housing stabiliza on. A resilient economic future for the community necessitates a balanced approach to development which includes both developments that produce jobs and taxes as well as those which meet broader community goals.

It is also not likely that the site will be a rac ve for addi onal retail uses, as the City is over retailed, from a market perspec ve. While office uses would be a rac ve for the site and a posi ve outcome for the community in terms of jobs and tax base, the office market is currently extremely oversaturated, and the likelihood of a rac ng an office user very low.

Scannell has not yet indicated whether they will request Tax Increment Financing or not. Any required for TIF will be required to meet the City's Public Subsidy Policy and go through formal review.

Policy Issues:

- Does the Council have any comments or direc on related to the proposed land use concept?
- Is the Council comfortable with a light industrial/business mixed use project, knowing it will require a rezoning and Comprehensive Plan Amendment?
- Does the City Council have any ques ons for Scannell proper es related to their project proposal?

Next Steps

Based on the discussion with the Council, Scannell proper es will work on a site concept, which will be brought back to the City Council for further considera on before they prepare a final land use applica on.

Budget Issues:

There are no budget issues regarding this item at this me.

An racist/Equity Policy Effect:

Strategic Priori es and Values:

Targeted Redevelopment

ATTACHMENTS:

Descrip on	Upload Date	Type
Examples of Scannell Proper es Projects	4/19/2021	Backup Material
Statement of Community Impact	4/19/2021	Backup Material
Example of Scannell Proper es Project	4/19/2021	Backup Material

Council/EDA Work Session

DATE: 11/22/2021

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: N/A
BY: Meg Beekman, Community Development Director

SUBJECT: Concept Review Follow-up Discussion Regarding the Former Sears Site

Requested Council Ac on:

Background:

A concept review is considered advisory and is nonbinding to the City and the applicant. No formal ac on can be taken at a work session, and the Council is not being asked to vote on the proposal. If the developer chooses to submit a formal applica on to the City to proceed, it would be subject to the full review process, as with any other development applica on.

The former Sears site has been vacant since 2018. The Brooklyn Center site, along with mul ple other former Sears sites were purchased by TransformCo, with the inten on of redeveloping the sites. TransformCo has been exploring redevelopment op ons on the site for the last year and a half. This process has included conduc ng their own market studies and working with local brokers to iden fy a feasible reuse for the site. They ini ated an RFP process in late 2020 to iden fy a redevelopment partner. Through that process, Scannell Proper es was selected, and they have now entered into an op on agreement with TransformCo for the site.

Scannell Proper es is a developer of primarily light industrial and commercial business centers. They have most recently completed projects in Brooklyn Park and Maple Grove. At a Council work session In May 2021, Scannell presented a concept plan for a redevelopment to an office/warehouse use which would classify under the City's current light industrial (I1) zoning district and the 2040 Comprehensive Plan's future land use designa on of Business Mixed Use. The office/warehouse product type is in high demand in the market and is not a product that is readily available in the Brooklyn Center market. Office/warehouse buildings typically provide a 24-28 foot clear ceiling height, which offer the most flexibility for businesses.

Scannell began their due diligence of the site and completed an environmental assessment of the property, which iden fied significant amounts of asbestos in the exis ng buildings, which will need to be remediated before demoli on can take place. The total es mated cost to remediate the asbestos in the former Sears building is nearly a million dollars. This work will be required prior to demoli on of the exis ng structures.

At their May work session the Council provided feedback on the concept plan, and indicated that the proposed concept was not sa sfactory. Councilmembers provided direc on to the developer to go back and rework their concept. The Council's feedback on the plan fell into four main areas:

- Provide a greater mix of uses, primarily a desire to see more retail/entertainment uses on the site
- Provide an overall high finish level on any buildings, with four-sided architecture, and a focus on enhancing the Hwy 100 frontage
- Provide a site layout and design that adds value to the adjacent Shingle Creek Crossing shopping center
- Provide community benefit though opportuni es for space for local businesses or local hiring goals

Scannell and TransformCo have been exploring the regional market, seeking opportuni es to provide a greater mix of retail and entertainment uses. They have been working with a local broker, and have not had any interest in the site for this type of use. They have also focused on enhancing the architectural design and finish level of the building, as well as the layout to be er consider the adjacent shopping area. They area also exploring ways to provide greater community benefits from the site.

TransformCo and their partner developer Scannell, have requested a work session to discuss the site, their revised concept plan, and how they intend to more closely align with the City's goals. The Staff have asked Julie Kimble, with KimbleCo, to also par cipate in the discussion on behalf of the City to ensure a collec ve understanding of the City's goals as well as the market reali es and constraints on the site.

TransformCo is reques ng this discussion now as they are at a decision point around whether to proceed with a project in Brooklyn Center, or to begin to focus on other sites, and are seeking direc on on their development concept.

The former Sears site is currently zoned PUD-C2. This zoning is specific to the former Brookdale Mall, and any reuse of the property would require a rezoning to a new PUD. However, the underlying zoning is that of C2, Commerce, which primarily allows retail and service uses. Scannell's proposed use would require a rezoning to PUD-BMU, which aligns more closely with the City's I-1 - Light Industrial zoning district.

The property is guided TOD in the 2040 Comprehensive Plan. At the me that the Comprehensive Plan was adopted, it was not clear what the future for the former Sears site would be, nor had a market study been completed. The site is near a BRT transit stop, and TOD allows a broad mix of land use op ons, including housing. The 2040 Comprehensive Plan recognized that not all of the proper es guided for TOD would be appropriate housing sites, and indicated that

areas such as the Opportunity Site, would focus more on housing, while other sites around Xerxes and Brooklyn Boulevard would focus more on commercial land uses, providing a jobs base.

That said, the 2040 Comprehensive Plan did not contemplate light industrial and business mixed use for the former Sears site, and as such, a Comprehensive Plan Amendment would be required if this development were to move forward.

Policy Discussion

A resilient community includes a balanced approach to land use and redevelopment. This means iden fying opportuni es for adding jobs and tax base enhancing development projects, as well as promo ng housing stabiliza on, a diverse housing stock, and mee ng broader community goals.

Scannell has not yet indicated whether they will request Tax Increment Financing or not. Any request for TIF will be required to meet the City's Public Subsidy Policy and go through formal review.

Policy Issues:

- Does the Council have any comments or direc on related to the proposed land use concept?
- Is the Council comfortable with a light industrial/business mixed use project, knowing it will require a rezoning and Comprehensive Plan Amendment?
- Does the City Council have any ques ons for Scannell proper es related to their project proposal?

Next Steps

Based on the discussion with the Council, Scannell proper es will work on a site concept, which will be brought back to the City Council for further considera on before they prepare a final land use applica on.

Budget Issues:

There are no budget issues regarding this item at this me.

An racist/Equity Policy Effect:

Strategic Priori es and Values:

Targeted Redevelopment

ATTACHMENTS:

Descrip on	Upload Date	Type
presenta on	11/22/2021	Presenta on

Member Kay Lasman introduced the following resolution and moved its adoption:

RESOLUTION NO. 2011-128

RESOLUTION REGARDING THE DISPOSITION OF PLANNING COMMISSION APPLICATION NO. 2011-015 SUBMITTED BY SEARS, ROEBUCK AND CO.

WHEREAS, the City of Brooklyn Center, Minnesota (City) received and considered Planning Commission Application No. 2011-015 submitted by Sears, Roebuck and Co. (Sears), which proposes a Planned Unit Development (PUD) Amendment to the existing 1999 Brookdale Regional Shopping Center Mall redevelopment plan; and

WHEREAS, Sears is the owner of the property generally located at the northeast corner of Xerxes Avenue North and T.H. 100 in Brooklyn Center; addressed as 1297 Brookdale Center; PID No. 03-118-21-44-0026, and legally described as follows:

Registered Land Survey No. 0936, Hennepin County, Minnesota, EX HWY TRACT A (the Subject Property); and

WHEREAS, on March 8, 1999, the City adopted Resolution No. 99-37, which approved Planning Commission Application No. 99001, submitted by Talisman Brookdale, LLC, and which comprehended and approved the rezoning from C-2 (Commerce) to PUD/C-2 (Planned Unit Development/Commerce) of the Brookdale Regional Shopping Center property, which is bounded on the north by County Road 10, on the east and south by T. H. 100 and on the west by Xerxes Avenue North (the Brookdale Property); and

WHEREAS, on March 8, 1999, the City also considered and approved a new planned unit development proposal and plan of the Brookdale Properties (1999 PUD Plan), which comprehended new site and building plan approvals for the expansion, redevelopment and rejuvenation of the Brookdale Regional Shopping Center, and which included the following improvements:

1. The reconfiguration of the west end of the mall including an 89,650 sq. ft. second floor to include a 20 screen, 4,252 seat theater;
2. An approximate 13,200 sq. ft. addition to the north entrance to the mall for two restaurant sites;
3. An approximate 13,000 sq. ft. addition for general retail use and revised mall entry way along the southerly side of the complex adjacent to Dayton's;

4. A 4,650 sq. ft. freestanding Applebee's restaurant building along Xerxes Avenue North, northerly of the 56th Avenue entrance to the Brookdale Center; and

5. Conceptual approval, subject to further Planning Commission and City Council review and approval, of four additional freestanding restaurant and/or retail buildings to be located around the perimeter of the shopping center.

WHEREAS, the City considered and approved the following variations from the underlying zoning, which were considered reasonable standards to apply to the 1999 PUD Plan proposal:

A. Allow 5 ft. rather than 15 ft. green-strips at certain locations where an appropriate 3 to 3-½ ft. high decorative masonry wall shall be installed to offset negative effects (this standard has been allowed in other areas within the city).

B. Allow a 35 ft., or non-major thoroughfare setback for certain out building locations based on variances that have been allowed for other commercial buildings along major thoroughfares and seem appropriate in this location as well.

C. Allow a 4.5 parking spaces per 1,000 sq. ft. of gross leasable area rather than the 5.5 parking spaces per 1,000 sq. ft. of gross floor area required based on the shared parking analysis provided and on Urban Land Institute Methodology indicating a maximum of 5,133 parking spaces as being needed for the Brookdale Mall given the mix of uses and square footages proposed in order to meet the maximum weekday and weekend hourly demand, which is also in keeping with at least two major regional malls in the area.

D. Allow the 60 ft. wide parking dimension standard for 90 degree parking rather than the 63 ft. required separation based on the fact that Brookdale has previously been allowed to have the 60 ft. parking standard and it appears that it would work in this situation.

E. Allow two freestanding signs up to 320 sq. ft. in area along T. H. 100 based on the uniqueness of the size, diversity of uses and significance of Brookdale Mall.

F. Allow an increase from 15 percent to 20 percent of the allowable restaurant use without requiring additional parking at Brookdale based on the uniqueness of Brookdale, the mix of uses and dynamics of multiple stops per person at the Center.

RESOLUTION NO. 2011-128

WHEREAS, on December 9, 1999, the City approved and entered into a Declaration of Covenants and Restrictions agreement (1999 PUD Agreement) with Talisman Brookdale LLC, which established the new 1999 Brookdale Regional Shopping Center Planned Unit Development and redevelopment plan on the Brookdale Property, and included the Subject Property; and

WHEREAS, on June 13, 2011, the City adopted Resolution No. 2011-85, which approved Planning Commission Application No. 2011-009, submitted by Gatlin Development Company, and which approved the 2011 Shingle Creek Crossing Planned Unit Development plan for the redevelopment of Brookdale Mall, and which approval comprehended additional adjustments not approved under the 1999 PUD Agreement and included the following variations from the zoning ordinance:

A. Allow a 5 ft. rather than 15 ft. green strips at certain locations where an appropriate 3 to 3-½ ft. high decorative masonry wall shall be installed to offset negative effects along Xerxes Avenue.

B. Allow a reduction in the 15 foot parking setback and 35 foot building setback along Bass Lake Road to offset the dedication of additional right of way for the trail improvements to replace the current trail easements.

C. Allow 4.5 parking spaces per 1,000 sq. ft. of gross leasable retail area and 10 per 1,000 sq. ft. of restaurant area rather than the 5.5 parking spaces per 1,000 sq. ft. of gross floor area and one per two seats and employee on a major shift for restaurants.

D. Allow the 60 ft. wide parking dimension standard for 90 degree parking rather than the 63 ft. and a 52.5 ft wide parking dimension for 60 degree parking rather than the 57 ft.

E. Allow two freestanding signs up to 320 sq. ft. in area along T. H. 100 and two Town Center identification signs (one additional) along Bass Lake Road and one Town Center identification sign on Xerxes Avenue.

F. Allow an increase from 15 percent to 20 percent of the allowable restaurant use without requiring additional parking at Brookdale based on the uniqueness of Brookdale, the mix of uses and dynamics of multiple stops per person at the Center.

RESOLUTION NO. 2011-128

WHEREAS, Sears also requested additional adjustments not approved under the 1999 PUD Agreement, and furthermore requested and desires to have extended to their own separate property the same or similar adjustments approved to Gatlin Development Company under their approved Shingle Creek Crossing Planned Unit Development, and which variations were adjusted or re-worded accordingly by city staff to match Sears' own property; and

WHEREAS, the City's Planning Commission held a duly called public hearing on July 14, 2011, whereby a staff report and public testimony regarding the Planned Unit Development Amendment were received and considered by the Planning Commission; the Planning Commission considered the Planned Unit Development Amendment request in light of all testimony received, including the guidelines for evaluating such amendments as contained in Section 35-355 of the City's Zoning Ordinance and the City's Comprehensive Plan; the public hearing was closed; and the matter was tabled to a later date; and

WHEREAS, the City's Planning Commission tabled this matter to the August 25, 2011 regular meeting, where a follow-up staff report was presented regarding this Planned Unit Development Amendment; the variations requested by Sears were revised and presented; and this matter was given further consideration by the Planning Commission.

WHEREAS, the Planning Commission recommended approval of Application No. 2011-015 by adopting Planning Commission Resolution No. 2011-11 on August 25, 2011; and

WHEREAS, the City Council considered Application No. 2011-015 at its September 12, 2011 regular meeting and in light of all testimony received the Planning Commission' s recommendations.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Center that Application No. 2011-015 submitted by Sears Roebuck and Co. is approved based upon the following considerations:

1. The Planned Unit Development Amendment is compatible with the standards, purposes and intent of the Planned Unit Development section of the City' s Zoning Ordinance.

2. The Planned Unit Development Amendment proposal will allow for the utilization of the land in question in a manner which is compatible with, complimentary to and of comparable intensity to adjacent land uses as well as those permitted on surrounding land.

3. The Planned Unit Development Amendment proposal is considered consistent with the recommendations of the City' s Comprehensive Plan for this area of the city.

The Planned Unit Development Amendment proposal appears to be a good long range use of the existing land and this development can be considered an asset to the community.

4. Based upon the above considerations, it is believed that the guidelines for evaluating Planned Unit Development Amendment as contained in Section 35-355 of the City' s Zoning Ordinance are met and the proposal is, therefore, in the best interest of the community.

5. The Planned Unit Development Amendment as comprehended by Sears, and the allowance of certain variations to the underlying zoning, will create a unified and harmonious development between the existing and future development site of Sears with the new and future development plans of the adjacent Shingle Creek Crossing development site.

BE IT FURTHER RESOLVED by the City Council that approval of the proposed planned unit development amendment referenced under Application No. 2011-015 be approved and subject to the following conditions and considerations:

1. The utilization of the Subject Property shall receive the benefit of and conform to the approved 1999 Planned Unit Development plan, with the exception of the additional variations from the 1999 PUD Agreement noted in the 2011 Sears Declaration of Covenants and Restrictions Agreement contained herein:

   A. Required parking for a retail use is reduced from 5.5 spaces per 1000 square feet of gross floor area to 4.5 spaces per 1000 square feet of gross leasable retail area.

   B. Required parking for a restaurant use is reduced from one space per two seats and one space for each employee on a major shift to 10 parking stalls per 1,000 sq. ft. of restaurant area.

   C. The space between rows of 90 degree parking stalls is reduced from 63 feet to 60 feet; and the space between rows of 60 degree parking is reduced from 57 feet to 52.5 feet.

   D. The zero foot (0') lot line setback at the northeast corner of the Sears store building (measured as 163.6 feet) and which exists today shall remain, and the zero-lot line for the 140+ feet of the existing screening wall for the loading dock area shall also remain. Applicant shall have the right to rebuild, extend or install a similar screening wall with zero-lot line setbacks along the property line in certain areas.

RESOLUTION NO. 2011-128

2. The Applicant shall execute and deliver a Declaration of Covenants and Restrictions Agreement in the form submitted to the Council, subject to such changes, not affecting the substance of the Declaration, as are approved by the City Attorney and the City Manager.

September 12, 2011
Date

Tim Willson
Mayor

ATTEST: Sharon Knutson
City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member Dan Ryan

and upon vote being taken thereon, the following voted in favor thereof:

Tim Willson, Carol Kleven, Kay Lasman, and Dan Ryan;

and the following voted against the same: none;

whereupon said resolution was declared duly passed and adopted.

M E M O R A N D U M

DATE: June 17, 2022

TO: Ginny McIntosh, City Planner/Zoning Administrator

FROM: Mike Albers, P.E., City Engineer

SUBJECT: Preliminary Site Plan & Preliminary Plat Review – North 100 Business Park

---

Public Works staff reviewed the following documents submitted for review for the proposed North 100 Business Park:

- Preliminary Plans dated May 24, 2022

Subject to final staff Site Plan approval, the referenced plans must be revised in accordance with the following comments/revisions and approved prior to issuance of Land Alteration permit.

Stormwater:

1. On Grading Plan sheets, the Legend has two different lines for "Proposed Storm Sewer". What is the difference between the two storm sewer lines?
2. Verify approval from Shingle Creek Watershed Management Commission.
3. The proposed discharge rates to the Existing SE basin increase substantially for the 100-year event (4.4 times higher). The existing and proposed hydraulic conditions at the SE basin should be verified. The aggregate outflow is substantially reduced. However, impacts to the SE pond should be calculated.
4. OCS-2 detail shows rim elevation = 852.0. Proposed Conditions HydroCAD model shows East Infiltration Basin outlet rim = 851.50.
5. An erosion control plan must be submitted, rather than just having the narrative on the SWPPP.

Sanitary Sewer:

6. Some of the sanitary sewer has 3.5' of cover. Additional cover should be provided to prevent freezing issues.
7. Check all rim elevations for structures. Many of the rim elevations on the utility plan sheets do not match the grading plan elevations.

Watermain:

8. Add City hydrant detail. Hydrants and gate valves within the project should be consistent with the City detail.
9. Show any watermain offset locations.
10. Verify that there are no utility crossing conflicts.

Roads/Trails/Sidewalks:

11. Ensure that Clearview Triangles are met at all street intersections (City Ordinance Section 25-802).
12. A trail plan & profile sheet should be provided.
13. Provide detailed vehicle turning and tracking movement diagrams for delivery vehicles and garbage trucks demonstrating specific and actual routes.

14. Goal of the city is to have truck traffic concentrated to the south access road.
    a. Recommend the following signage to direct most users to preferred routes:
        i. Add "DO NOT ENTER" signage plus "EXCEPT DELIVERIES" signage to the accesses on the west, north and east of the buildings to the roadway.
        ii. Opposite direction from where trucks and deliveries are supposed to occur add "DO NOT ENTER" plus "NO TRUCKS" signage to direct trucks to not use other routes.
        iii. On the east end of the curve east of Walmart and near Hom Furniture – Add "PRIVATE ROAD" and "DELIVERIES ONLY" sign.
        iv. This may be in addition to or replacement of "TRUCK ENTRANCE" signage.
    b. Sidewalks: Recommend extension of sidewalks and walkways to the east to Walmart sidewalk (NE corner of site) and the north (NE and NW corners of site) to enable pedestrian access from this development to nearby restaurants and retail for increased pedestrian safety and reduction in vehicle trips.

Traffic:

15. Trip Generation Memo is deemed to be acceptable. Applicant must meet requirements from the MnDOT traffic review.

Photometric Plan, February 11, 2022:

16. Lighting coverage is acceptable on the parking and drive areas.

General Comments

17. See redlines for additional comments.
18. The City has submitted the plans to Minnesota Department of Transportation (MnDOT) for review. Applicant must meet requirements from the MnDOT review.
19. The City has submitted the plans to Hennepin County for review. Applicant must meet requirements from the Hennepin County review.
20. Provide a copy of the irrigation plan.
21. The applicant shall be responsible for coordinating site development plans with all private utility companies (Xcel Energy, CenterPoint Energy, CenturyLink Communications, Comcast, etc.). Any further easements necessary to provide utility service to the proposed site development shall be dedicated to the public for public use with the final plat.
22. Utility Facilities Easement Agreement is required.
23. A 10' drainage and utility easement must be dedicated on the plat around the entire perimeter of the site and centered on other lot lines. All utilities and storm water management facilities to be within a drainage & utility easement. An additional utility easement must be dedicated on the plat for the private water main and sanitary to allow for maintenance access per the Utility Facilities Easement Agreement.
24. Upon project completion the applicant must submit an as-built survey of the property, improvements and utility service lines and structures; and provide certified record drawings of all project plan sheets depicting any associated private and/or public improvements, revisions and adjustments prior to issuance of the certificate of occupancy. The as-built survey must also verify that all property corners have been established and are in place at the completion of the project as determined and directed by the City Engineer.

25. Inspection for the private site improvements must be performed by the developer's design/project engineer. Upon project completion, the design/project engineer must formally certify through a letter that the project was built in conformance with the approved plans and under the design/project engineer's immediate and direct supervision. The engineer must be certified in the State of Minnesota and must certify all required as-built drawings (which are separate from the as-built survey).
26. Provide share access agreements with adjacent properties.
27. Applicant must apply for a Land Disturbance permit.

Prior to Issuance of a Land Alteration

28. Final construction/demolition plans and specifications need to be received and approved by the City Engineer in form and format as determined by the City. The final plan must comply with the approved preliminary plan and/or as amended, as required by the City Engineer.
29. The construction of project will require an encroachment on an adjacent property. Documentation must be submitted showing authorization for this activity.
30. During construction of the site improvements and until the permanent turf and plantings are established, the developer will be required to reimburse the City for the administration and engineering inspection efforts. Please submit a deposit of $2,500 that the City can draw upon on a monthly basis.
31. A Construction Management Plan and Agreement is required that addresses general construction activities and management provisions, traffic control provisions, emergency management provisions, storm water pollution prevention plan provisions, tree protection provisions, general public welfare and safety provisions, definition of responsibility provisions, temporary parking provisions, overall site condition provisions and non-compliance provisions. A separate $2,500 deposit will be required as part of the non-compliance provision.

Anticipated Permitting

32. A City Land Disturbance permit is required.
33. A Watershed plan review and approval is required.
34. A Minnesota Pollution Control Agency (MPCA) NPDES storm water construction permit is required.
35. Other permits not listed may be required and is the responsibility of the developer to obtain and warrant.
36. Copies of all required permits must be provided to the City prior to issuance of applicable building and land disturbance permits.
37. A preconstruction conference must be scheduled and held with City staff and other entities designated by the City.

The aforementioned comments are provided based on the information submitted by the applicant at the time of this review. Other guarantees and site development conditions may be further prescribed throughout the project as warranted and determined by the City.

NORTH 100 BUSINESS PARK ADDITION

R.T. DOC. NO._____

[ ] Denotes per REGISTERED LAND SURVEY NO. 936

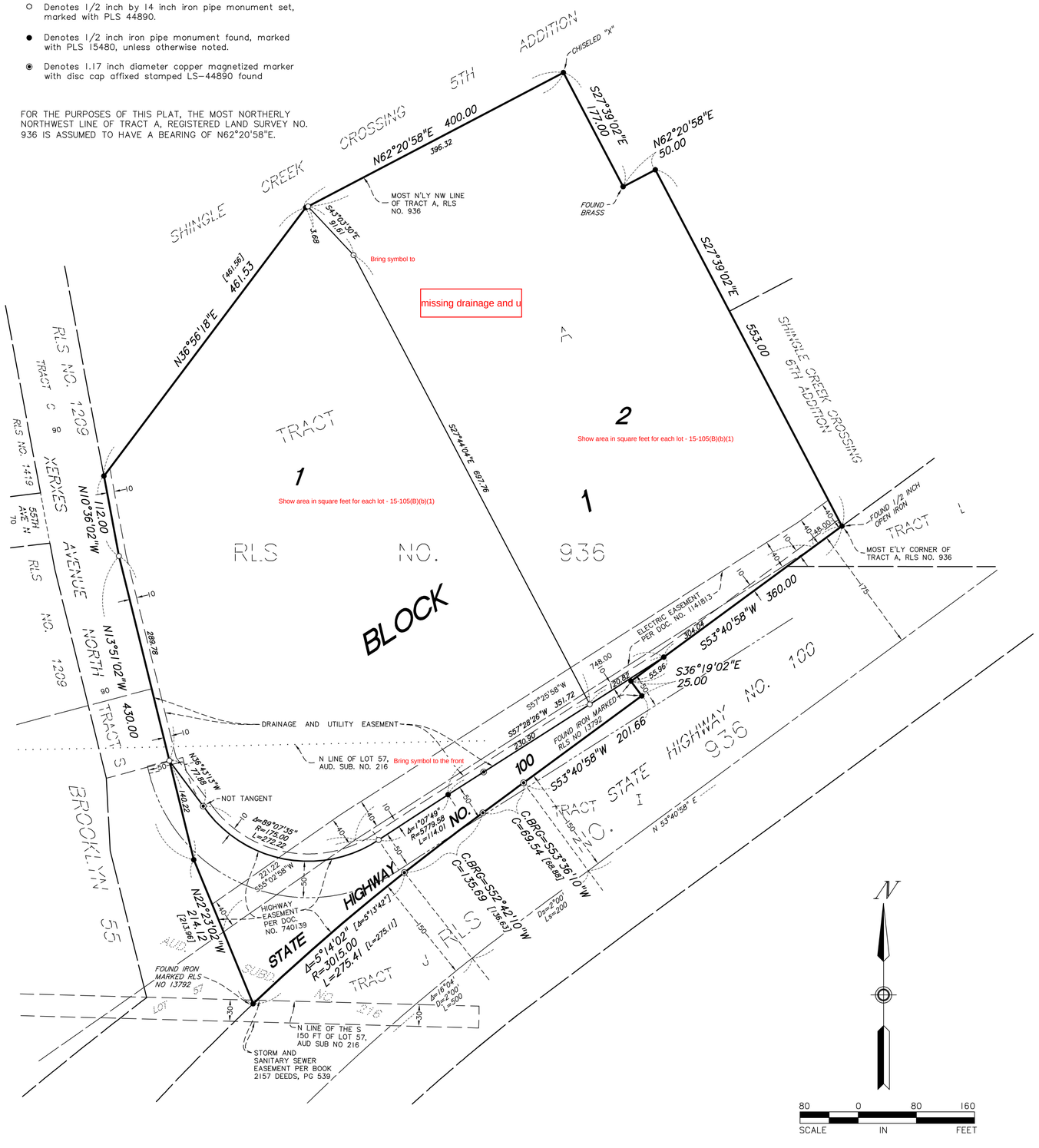
Show where underlying bearings differ - currently only showing distances

○ Denotes 1/2 inch by 14 inch iron pipe monument set, marked with PLS 44890.

● Denotes 1/2 inch iron pipe monument found, marked with PLS 15480, unless otherwise noted.

◉ Denotes 1.17 inch diameter copper magnetized marker with disc cap affixed stamped LS–44890 found

FOR THE PURPOSES OF THIS PLAT, THE MOST NORTHERLY NORTHWEST LINE OF TRACT A, REGISTERED LAND SURVEY NO. 936 IS ASSUMED TO HAVE A BEARING OF N62°20'58"E.



KNOW ALL PERSONS BY THESE PRESENTS: That TF Brooklyn Center MN LLC, a Delaware limited liability company, owner and proprietor of the following described property situated in the County of Hennepin, State of Minnesota, to wit:

Tract A, REGISTERED LAND SURVEY NO. 936

Has caused the same to be surveyed and platted as NORTH 100 BUSINESS PARK ADDITION and does hereby dedicate to the public, for public use, the public way and the drainage and utility easements as created by this plat.

In witness whereof said TF Brooklyn Center MN LLC, a Delaware limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 20___.

SIGNED: _____ its _____

STATE OF _____

COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20___, by _____ the _____ of TF Brooklyn Center MN LLC, a Delaware limited liability company, on behalf of said company.

_____
Signature

_____
Notary Printed Name

Notary Public, _____ County, _____

My Commission Expires_____

I, Leonard F. Carlson, 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___.

_____
Leonard F. Carlson, Licensed Land Surveyor
Minnesota License No. 44890

STATE OF MINNESOTA
COUNTY OF HENNEPIN

This instrument was acknowledged before me on this _____ day of _____, 20____, by Leonard F. Carlson.

_____
Signature

_____
Notary Printed Name

Notary Public, Minnesota

My Commission Expires January 31, _____

CITY COUNCIL, CITY OF BROOKLYN CENTER, MINNESOTA

This plat of NORTH 100 BUSINESS PARK ADDITION was approved and accepted by the City Council of the City of Brooklyn Center, Minnesota at a regular meeting thereof held this _____ day of _____, 20___, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03. Subd. 2.

CITY COUNCIL, CITY OF BROOKLYN CENTER, MINNESOTA

BY: _____Mayor

BY: _____Manager

RESIDENT AND REAL ESTATE SERVICES, Hennepin County, Minnesota

I hereby certify that taxes payable in 20____ and prior years have been paid for land described on this plat, dated this _____ day of _____, 20____.

Mark V. Chapin, Hennepin County Auditor

BY: _____Deputy

SURVEY DIVISION, Hennepin County, Minnesota

Pursuant to Minnesota Statutes, Sec. 383B.565 (1969), this plat has been approved this _____ day of _____, 20____

Chris F. Mavis, County Surveyor

BY: _____

REGISTRAR OF TITLES, Hennepin County, Minnesota

I hereby certify that the within plat of NORTH 100 BUSINESS PARK ADDITION was filed in this office this _____ day of _____, 20____ at _____ o'clock ___M.

Amber Bougie, Registrar of Titles

BY: _____Deputy

PRELIMINARY
SUBJECT TO REVISION

SUNDE LAND SURVEYING

SITE DEVELOPMENT PLANS
FOR

NORTH 100 BUSINESS PARK

SECTION 3, TOWNSHIP 118N, RANGE 21W
BROOKLYN CENTER, HENNEPIN COUNTY, MN

PROJECT TEAM:

ENGINEER
KIMLEY-HORN AND ASSOCIATES, INC.

PREPARED BY: BRIAN M. WURDEMAN
767 EUSTIS STREET, SUITE 100
ST. PAUL, MN 55114
TELEPHONE (651) 645-4197

OWNER / DEVELOPER
SCANNELL PROPERTIES

294 GROVE LANE, SUITE 140
WAYZATA, MN 55391
TELEPHONE: (763) 331-8851
CONTACT: DAN SALZER

LANDSCAPE ARCHITECT
KIMLEY-HORN AND ASSOCIATES, INC.

PREPARED BY: RYAN HYLLESTED
767 EUSTIS STREET, SUITE 100
ST. PAUL, MN 55114
TELEPHONE (651) 645-4197

SURVEYOR
SUNDE LAND SURVEYING
9001 EAST BLOOMINGTON
FREEWAY 35W, SUITE 118
BLOOMINGTON, MN 55420
TELEPHONE: (952) 881-2455
FAX: (952) 888-9526
CONTACT: SUE TARASAR

GEOTECHNICAL ENGINEER
BRAUN INTERTEC CORPORATION
11001 HAMPSHIRE AVENUE SOUTH
MINNEAPOLIS, MN 55438
TELEPHONE: (952) 995-2000
FAX: (952) 995-2020
CONTACT: STEVEN B. MARTIN, PE

ARCHITECT
MOHAGEN HANSEN
1000 TWOLVE OAKS CENTER DRIVE
SUITE 200
WAYZATA, MN 55391
TELEPHONE: (952) 426-7470
FAX: (952) 426-7440
CONTACT: STEPHEN PAETZEL



VICINITY
N.T.S.

NOTES:

1. CONTRACTOR SHALL CONFIRM THAT THE EXISTING CONDITIONS FOR THE SITE MATCH WHAT IS SHOWN ON THE DRAWINGS INCLUDED PRIOR TO CONSTRUCTION.
2. IF REPRODUCED, THE SCALES SHOWN ON THESE PLANS ARE BASED ON A ANSI full bleed D (34.00 x 22.00 Inches) SHEET.
3. ALL NECESSARY INSPECTIONS AND/OR CERTIFICATIONS REQUIRED BY CODES AND/OR UTILITY SERVICES COMPANIES SHALL BE PERFORMED PRIOR TO ANNOUNCED BUILDING POSSESSION AND THE FINAL CONNECTION OF SERVICES.
4. ALL GENERAL CONTRACTOR WORK TO BE COMPLETED (EARTHWORK, FINAL UTILITIES, AND FINAL GRADING) BY THE MILESTONE DATE IN PROJECT DOCUMENTS.

Sheet List Table

Sheet Number	Sheet Title
C000	COVER SHEET
C100	GENERAL NOTES
C101	SWPPP
C102	PRELIMINARY PLAT
C200	OVERALL DEMO PLAN
C201	DEMO PLAN
C202	DEMO PLAN
C300	OVERALL SITE PLAN
C301	SITE PLAN
C302	SITE PLAN
C303	SITE DETAILS
C400	OVERALL GRADING PLAN
C401	GRADING PLAN
C402	GRADING PLAN
C403	GRADING DETAILS
C500	OVERALL UTILITY PLAN
C501	UTILITY PLAN
C502	UTILITY PLAN
C603	UTILITY DETAILS
C604	UTILITY DETAILS
L100	OVERALL LANDSCAPE PLAN
L101	LANDSCAPE PLAN
L102	LANDSCAPE PLAN
L103	LANDSCAPE DETAILS
L104	LANDSCAPE DETAILS

BENCHMARKS

SITE BENCHMARKS:
(LOCATIONS SHOWN ON SURVEY)

SBM #1 TOP OF TOP NUT OF FIRE HYDRANT IN CURB ISLAND NEAR NORTHWEST CORNER OF BUILDING.
ELEVATION=854.40 FT

SBM #2 TOP OF TOP NUT OF FIRE HYDRANT IN CURB ISLAND 115+/- FEET SOUTHEAST OF NORTHEAST CORNER OF OLD SEARS AUTO BUILDING.
ELEVATION=854.70 FT

SBM #3 TOP OF TOP NUT OF FIRE HYDRANT IN CURB ISLAND NEAR SOUTHWEST CORNER OF BUILDING
ELEVATION=854.65 FT

Know what's **below.**
Call before you dig.

PRELIMINARY - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

Kimley»Horn
2018 KIMLEY-HORN AND ASSOCIATES, INC.
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

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.

BRIAN M. WURDEMAN
DATE: 05/24/2022 LIC. NO. 53113 MN

KHA PROJECT 160846021
DATE 05/24/2022
SCALE AS SHOWN
DESIGNED BY RAV
DRAWN BY RAV
CHECKED BY BMW

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

COVER SHEET

SHEET NUMBER
C000

K:\TWC_LDEV\Scannell\brooklyn center - sears\3 Design\CAD\plansheets\C0-COVER SHEET.dwg May 24, 2022 - 4:59pm

This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

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GENERAL CONSTRUCTION NOTES

1. THE CONTRACTOR AND SUBCONTRACTORS SHALL OBTAIN A COPY OF THE MN DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" (LATEST EDITION) AND BECOME FAMILIAR WITH THE CONTENTS PRIOR TO COMMENCING WORK, AND, UNLESS OTHERWISE NOTED, ALL WORK SHALL CONFORM AS APPLICABLE TO THESE STANDARDS AND SPECIFICATIONS.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR FURNISHING ALL MATERIAL AND LABOR TO CONSTRUCT THE FACILITY AS SHOWN AND DESCRIBED IN THE CONSTRUCTION DOCUMENTS IN ACCORDANCE WITH THE APPROPRIATE APPROVING AUTHORITIES, SPECIFICATIONS AND REQUIREMENTS. CONTRACTOR SHALL CLEAR AND GRUB ALL AREAS UNLESS OTHERWISE INDICATED, REMOVING TREES, STUMPS, ROOTS, MUCK, EXISTING PAVEMENT AND ALL OTHER DELETERIOUS MATERIAL.
3. THE EXISTING SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS QUALITY LEVEL "D" UNLESS OTHERWISE NOTED. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ACSE 38/02, ENTITLED STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF SUBSURFACE QUALITY DATA BY THE FHA. EXISTING UTILITIES SHOWN ARE LOCATED ACCORDING TO THE INFORMATION AVAILABLE TO THE ENGINEER AT THE TIME OF THE TOPOGRAPHIC SURVEY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR THE ENGINEER. GUARANTEE IS NOT MADE THAT ALL EXISTING UNDERGROUND UTILITIES ARE SHOWN OR THAT THE LOCATION OF THOSE SHOWN ARE ENTIRELY ACCURATE. FINDING THE ACTUAL LOCATION OF ANY EXISTING UTILITIES IS THE CONTRACTOR'S RESPONSIBILITY AND SHALL BE DONE BEFORE COMMENCING ANY WORK IN THE VICINITY. FURTHERMORE, THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES DUE TO THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES. THE OWNER OR ENGINEER WILL ASSUME NO LIABILITY FOR ANY DAMAGES SUSTAINED OR COST INCURRED BECAUSE OF THE OPERATIONS IN THE VICINITY OF EXISTING UTILITIES OR STRUCTURES, NOR FOR TEMPORARY BRACING AND SHORING OF SAME. IF IT IS NECESSARY TO SHORE, BRACE, SWING OR RELOCATE A UTILITY, THE UTILITY COMPANY OR DEPARTMENT AFFECTED SHALL BE CONTACTED AND THEIR PERMISSION OBTAINED REGARDING THE METHOD TO USE FOR SUCH WORK.
4. IT IS THE CONTRACTOR'S RESPONSIBILITY TO CONTACT THE VARIOUS UTILITY COMPANIES WHICH MAY HAVE BURIED OR AERIAL UTILITIES WITHIN OR NEAR THE CONSTRUCTION AREA BEFORE COMMENCING WORK. THE CONTRACTOR SHALL PROVIDE 48 HOURS MINIMUM NOTICE TO ALL UTILITY COMPANIES PRIOR TO BEGINNING CONSTRUCTION.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL REQUIRED CONSTRUCTION PERMITS AND BONDS IF REQUIRED PRIOR TO CONSTRUCTION.
6. THE CONTRACTOR SHALL HAVE AVAILABLE AT THE JOB SITE AT ALL TIMES ONE COPY OF THE CONSTRUCTION DOCUMENTS INCLUDING PLANS, SPECIFICATIONS, GEOTECHNICAL REPORT AND SPECIAL CONDITIONS AND COPIES OF ANY REQUIRED CONSTRUCTION PERMITS.
7. ANY DISCREPANCIES ON THE DRAWINGS SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE OWNER AND ENGINEER BEFORE COMMENCING WORK. NO FIELD CHANGES OR DEVIATIONS FROM DESIGN ARE TO BE MADE WITHOUT PRIOR APPROVAL OF THE OWNER AND NOTIFICATION TO THE ENGINEER.
8. ALL COPIES OF COMPACTION, CONCRETE AND OTHER REQUIRED TEST RESULTS ARE TO BE SENT TO THE OWNER DIRECTLY FROM THE TESTING AGENCY.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DOCUMENTING AND MAINTAINING AS-BUILT INFORMATION WHICH SHALL BE RECORDED AS CONSTRUCTION PROGRESSES OR AT THE COMPLETION OF APPROPRIATE CONSTRUCTION INTERVALS AND SHALL BE RESPONSIBLE FOR PROVIDING AS-BUILT DRAWINGS TO THE OWNER FOR THE PURPOSE OF CERTIFICATION TO JURISDICTIONAL AGENCIES AS REQUIRED. ALL AS-BUILT DATA SHALL BE COLLECTED BY A STATE OF MN PROFESSIONAL LAND SURVEYOR WHOSE SERVICES ARE ENGAGED BY THE CONTRACTOR.
10. ANY WELLS DISCOVERED ON SITE THAT WILL HAVE NO USE MUST BE PLUGGED BY A LICENSED WELL DRILLING CONTRACTOR IN A MANNER APPROVED BY ALL JURISDICTIONAL AGENCIES. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ANY WELL ABANDONMENT PERMITS REQUIRED.
11. ANY WELL DISCOVERED DURING EARTH MOVING OR EXCAVATION SHALL BE REPORTED TO THE APPROPRIATE JURISDICTIONAL AGENCIES WITHIN 24 HOURS AFTER DISCOVERY IS MADE.
12. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THAT THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS DO NOT CONFLICT WITH ANY KNOWN EXISTING OR OTHER PROPOSED IMPROVEMENTS. IF ANY CONFLICTS ARE DISCOVERED, THE CONTRACTOR SHALL NOTIFY THE OWNER PRIOR TO INSTALLATION OF ANY PORTION OF THE SITE WORK THAT WOULD BE AFFECTED. FAILURE TO NOTIFY OWNER OF AN IDENTIFIABLE CONFLICT PRIOR TO PROCEEDING WITH INSTALLATION RELIEVES OWNER OF ANY OBLIGATION TO PAY FOR A RELATED CHANGE ORDER.
13. SHOULD CONTRACTOR ENCOUNTER ANY DEBRIS LADEN SOIL, STRUCTURES NOT IDENTIFIED IN THE DOCUMENTS, OR OTHER SOURCE OF POTENTIAL CONTAMINATION, THEY SHALL IMMEDIATELY CONTACT THE ENGINEER AND OWNER.

EROSION CONTROL MAINTENANCE

ALL MEASURES STATED ON THE EROSION AND SEDIMENT CONTROL PLAN, AND IN THE STORM WATER POLLUTION PREVENTION PLAN, SHALL BE MAINTAINED IN FULLY FUNCTIONAL CONDITION AS REQUIRED BY ALL JURISDICTIONS UNTIL NO LONGER REQUIRED FOR A COMPLETED PHASE OF WORK OR FINAL STABILIZATION OF THE SITE. ALL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE CHECKED BY A CERTIFIED PERSON AT LEAST ONCE EVERY 7 CALENDAR DAYS AND WITHIN 24 HOURS OF THE END OF A 0.5" RAINFALL EVENT, AND CLEANED AND REPAIRED IN ACCORDANCE WITH THE FOLLOWING:

INLET PROTECTION DEVICES AND BARRIERS SHALL BE REPAIRED OR REPLACED IF THEY SHOW SIGNS OF UNDERMINING, OR DETERIORATION.

1. ALL SEEDED AREAS SHALL BE CHECKED REGULARLY TO SEE THAT A GOOD STAND IS MAINTAINED. AREAS SHOULD BE FERTILIZED, WATERED AND RESEEDED AS NEEDED. FOR MAINTENANCE REQUIREMENTS REFER TO THE STANDARD SPECIFICATIONS.
2. SILT FENCES SHALL BE REPAIRED TO THEIR ORIGINAL CONDITIONS IF DAMAGED. SEDIMENT SHALL BE REMOVED FROM THE SILT FENCES WHEN IT REACHES ONE-THIRD THE HEIGHT OF THE SILT FENCE.
3. THE CONSTRUCTION ENTRANCE(S) SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR FLOW OF MUD ONTO PUBLIC RIGHTS-OF-WAY. THIS MAY REQUIRE PERIODIC TOP DRESSING OF THE CONSTRUCTION ENTRANCES AS CONDITIONS DEMAND.
4. THE TEMPORARY PARKING AND STORAGE AREA SHALL BE KEPT IN GOOD CONDITION (SUITABLE FOR PARKING AND STORAGE). THIS MAY REQUIRE PERIODIC TOP DRESSING OF THE TEMPORARY PARKING AS CONDITIONS DEMAND.
5. ALL MAINTENANCE OPERATIONS SHALL BE DONE IN A TIMELY MANNER BUT IN NO CASE LATER THAN 2 CALENDAR DAYS FOLLOWING THE INSPECTION.

TYPICAL OWNER/ENGINEER OBSERVATIONS

CONTRACTOR SHALL NOTIFY OWNER AND/OR ENGINEER 48 HOURS IN ADVANCE OF THE FOLLOWING ACTIVITIES:

- PRE-CONSTRUCTION MEETING, SUBGRADE PREPARATION, BASE INSTALLATION
ASPHALT INSTALLATION, UNDERGROUND PIPING AND UTILITIES INSTALLATION,
INSTALLATION OF STRUCTURES, CHECK VALVES, HYDRANTS, METERS, ETC., SIDEWALK
INSTALLATION, CONNECTIONS TO WATER AND SEWER MAINS, TESTS OF UTILITIES

EROSION CONTROL NOTES

1. THE STORM WATER POLLUTION PREVENTION PLAN ("SWPPP") IS COMPRISED OF THE EROSION CONTROL PLAN, THE STANDARD DETAILS, THE PLAN NARRATIVE, ATTACHMENTS INCLUDED IN THE SPECIFICATIONS OF THE SWPPP, PLUS THE PERMIT AND ALL SUBSEQUENT REPORTS AND RELATED DOCUMENTS.
2. ALL CONTRACTORS AND SUBCONTRACTORS INVOLVED WITH STORM WATER POLLUTION PREVENTION SHALL OBTAIN A COPY OF THE STORM WATER POLLUTION PREVENTION PLAN AND THE STATE OF MN NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM GENERAL PERMIT (NPDES PERMIT) AND BECOME FAMILIAR WITH THEIR CONTENTS.
3. BEST MANAGEMENT PRACTICES (BMP'S) AND CONTROLS SHALL CONFORM TO FEDERAL, STATE, OR LOCAL REQUIREMENTS OR MANUAL OF PRACTICE, AS APPLICABLE. THE CONTRACTOR SHALL IMPLEMENT ADDITIONAL CONTROLS AS DIRECTED BY THE PERMITTING AGENCY OR OWNER.
4. SITE ENTRY AND EXIT LOCATIONS SHALL BE MAINTAINED IN A CONDITION THAT WILL PREVENT THE TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC ROADWAYS. ALL SEDIMENT SPILLED, DROPPED, WASHED, OR TRACKED ON A PUBLIC ROADWAY MUST BE REMOVED IMMEDIATELY. WHEN WASHING IS REQUIRED TO REMOVE SEDIMENT PRIOR TO ENTRANCE ONTO A PUBLIC ROADWAY, IT SHALL BE DONE IN AN AREA STABILIZED WITH CRUSHED STONE WHICH DRAINS INTO AN APPROVED SEDIMENT BASIN. ALL FINES IMPOSED FOR DISCHARGING SEDIMENT ONTO PUBLIC AREAS SHALL BE PAID BY THE CONTRACTOR.
5. TEMPORARY SEEDING OR OTHER APPROVED METHODS OF STABILIZATION SHALL BE INITIATED WITHIN 7 DAYS OF THE LAST DISTURBANCE ON ANY AREA OF THE SITE.
6. THE CONTRACTOR SHALL MINIMIZE CLEARING TO THE MAXIMUM EXTENT PRACTICAL OR AS REQUIRED BY THE GENERAL PERMIT.
7. CONTRACTOR SHALL DENOTE ON PLAN THE TEMPORARY PARKING AND STORAGE AREA WHICH SHALL ALSO BE USED AS THE EQUIPMENT MAINTENANCE AND CLEANING AREA, EMPLOYEE PARKING AREA, AND AREA FOR LOCATING PORTABLE FACILITIES, OFFICE TRAILERS, AND TOILET FACILITIES.
8. ALL WASH WATER (CONCRETE TRUCKS, VEHICLE CLEANING, EQUIPMENT CLEANING, ETC.) SHALL BE DETAINED AND PROPERLY TREATED OR DISPOSED.
9. SUFFICIENT OIL AND GREASE ABSORBING MATERIALS AND FLOTATION BOOMS SHALL BE MAINTAINED ON SITE OR READILY AVAILABLE TO CONTAIN AND CLEAN-UP FUEL OR CHEMICAL SPILLS AND LEAKS.
10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DUST CONTROL ON SITE. THE USE OF MOTOR OILS AND OTHER PETROLEUM BASED OR TOXIC LIQUIDS FOR DUST SUPPRESSION OPERATIONS IS PROHIBITED.
11. RUBBISH, TRASH, GARBAGE, LITTER, OR OTHER SUCH MATERIALS SHALL BE DEPOSITED INTO SEALED CONTAINERS. MATERIALS SHALL BE PREVENTED FROM LEAVING THE PREMISES THROUGH THE ACTION OF WIND OR STORM WATER DISCHARGE INTO DRAINAGE DITCHES OR WATERS OF THE STATE.
12. ALL STORM WATER POLLUTION PREVENTION MEASURES PRESENTED ON THE PLAN SHALL BE INITIATED AS SOON AS IS PRACTICABLE.
13. ALL STAGING AREAS, STOCKPILES, SPOILS, ETC. SHALL BE LOCATED SUCH THAT THEY WILL NOT ADVERSELY AFFECT STORM WATER QUALITY. OTHERWISE, COVERING OR ENCIRCLING THESE AREAS WITH SOME PROTECTIVE MEASURE WILL BE NECESSARY.
14. CONTRACTOR SHALL BE RESPONSIBLE FOR RE-ESTABLISHING ANY EROSION CONTROL DEVICE WHICH THEY DISTURB. EACH CONTRACTOR SHALL NOTIFY THE OWNER'S REPRESENTATIVE OF ANY DEFICIENCIES IN THE ESTABLISHED EROSION CONTROL MEASURES THAT MAY LEAD TO UNAUTHORIZED DISCHARGE OR STORM WATER POLLUTION, SEDIMENTATION, OR OTHER POLLUTANTS. UNAUTHORIZED POLLUTANTS INCLUDE (BUT ARE NOT LIMITED TO) EXCESS CONCRETE DUMPING OR CONCRETE RESIDUE, PAINTS, SOLVENTS, GREASES, FUEL AND LUBRICANT OIL, PESTICIDES, AND ANY SOLID WASTE MATERIALS.
15. EROSION CONTROL DEVICES SHOWN ON THESE PLANS SHALL BE INSTALLED PRIOR TO THE START OF LAND-DISTURBING ACTIVITIES ON THE PROJECT.
16. ALL EROSION CONTROL DEVICES ARE TO BE INSTALLED IN ACCORDANCE WITH THE APPROVED PLANS AND SPECIFICATIONS FOR THIS PROJECT. CHANGES ARE TO BE APPROVED BEFORE CONSTRUCTION BY THE DESIGN ENGINEER AND THE CITY OF BROOKLYN CENTER ENGINEERING DIVISION.
17. IF THE EROSION CONTROL PLAN AS APPROVED CANNOT CONTROL EROSION AND OFF-SITE SEDIMENTATION FROM THE PROJECT, THE EROSION CONTROL PLAN WILL HAVE TO BE REVISED AND/OR ADDITIONAL EROSION CONTROL DEVICES WILL BE REQUIRED ON SITE. ANY REVISIONS TO THE EROSION CONTROL PLAN MADE BY THE CONTRACTOR MUST BE APPROVED BY THE ENGINEER.

PAVING AND STRIPING NOTES

1. ALL PAVING, CONSTRUCTION, MATERIALS, AND WORKMANSHIP WITHIN JURISDICTION'S RIGHT-OF-WAY SHALL BE IN ACCORDANCE WITH LOCAL OR COUNTY SPECIFICATIONS AND STANDARDS (LATEST EDITION) OR MN/DOT SPECIFICATIONS AND STANDARDS (LATEST EDITION) IF NOT COVERED BY LOCAL OR COUNTY REGULATIONS.
2. ALL SIGNS, PAVEMENT MARKINGS, AND OTHER TRAFFIC CONTROL DEVICES SHALL CONFORM TO MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (M.U.T.C.D) AND CITY STANDARDS.
3. CONTRACTOR SHALL FURNISH ALL PAVEMENT MARKINGS FOR FIRE LANES, ROADWAY LANES, PARKING STALLS, ACCESSIBLE PARKING SYMBOLS, ACCESS AISLES, STOP BARS AND SIGNS, AND MISCELLANEOUS STRIPING WITHIN THE PARKING LOT AS SHOWN ON THE PLANS.
4. ALL EXPANSION JOINTS SHALL EXTEND THROUGH THE CURB.
5. THE MINIMUM LENGTH OF OFFSET JOINTS AT RADIUS POINTS SHALL BE 2 FEET.
6. ALL JOINTS, INCLUDING EXPANSION JOINTS WITH REMOVABLE TACK STRIPS, SHALL BE SEALED WITH JOINT SEALANT.
7. THE MATERIALS AND PROPERTIES OF ALL CONCRETE SHALL MEET THE APPLICABLE REQUIREMENTS IN THE A.C.I. (AMERICAN CONCRETE INSTITUTE) MANUAL OF CONCRETE PRACTICE.
8. CONTRACTOR SHALL APPLY A SECOND COATING OVER ALL PAVEMENT MARKINGS PRIOR TO ACCEPTANCE BY OWNER FOLLOWED BY A COAT OF GLASS BEADS AS APPLICABLE PER THE PROJECT DOCUMENTS.
9. ANY EXISTING PAVEMENT, CURBS AND/OR SIDEWALKS DAMAGED OR REMOVED WILL BE REPAIRED BY THE CONTRACTOR AT HIS EXPENSE TO THE SATISFACTION OF THE ENGINEER AND OWNER.
10. BEFORE PLACING PAVEMENT, CONTRACTOR SHALL VERIFY SUITABLE ACCESSIBLE ROUTES (PER A.D.A). GRADING FOR ALL SIDEWALKS AND ACCESSIBLE ROUTES INCLUDING CROSSING DRIVEWAYS SHALL CONFORM TO CURRENT ADA STATE/NATIONAL STANDARDS. IN NO CASE SHALL ACCESSIBLE RAMP SLOPES EXCEED 1 VERTICAL TO 12 HORIZONTAL. IN NO CASE SHALL SIDEWALK CROSS SLOPES EXCEED 2% . IN NO CASE SHALL LONGITUDINAL SIDEWALK SLOPES EXCEED 5%. IN NO CASE SHALL ACCESSIBLE PARKING STALLS OR AISLES EXCEED 2% (1.5% TARGET) IN ALL DIRECTIONS. SIDEWALK ACCESS TO EXTERNAL BUILDING DOORS AND GATES SHALL BE ADA COMPLIANT. CONTRACTOR SHALL NOTIFY ENGINEER IMMEDIATELY IF ADA CRITERIA CANNOT BE MET IN ANY LOCATION PRIOR TO PAVING. NO CONTRACTOR CHANGE ORDERS WILL BE ACCEPTED FOR A.D.A COMPLIANCE ISSUES.
11. MAXIMUM JOINT SPACING IS TWICE THE DEPTH OF THE CONCRETE PAVEMENT IN FEET.

GRADING AND DRAINAGE NOTES

1. GENERAL CONTRACTOR AND ALL SUBCONTRACTORS SHALL VERIFY THE SUITABILITY OF ALL EXISTING AND PROPOSED SITE CONDITIONS INCLUDING GRADES AND DIMENSIONS BEFORE START OF CONSTRUCTION. THE ENGINEER SHALL BE NOTIFIED IMMEDIATELY OF ANY DISCREPANCIES.
2. THE CONTRACTOR SHALL GRADE THE SITE TO THE ELEVATIONS INDICATED AND SHALL ADJUST BMP'S AS NECESSARY AND REGRADE WASHOUTS WHERE THEY OCCUR AFTER EVERY RAINFALL UNTIL A GRASS STAND IS WELL ESTABLISHED OR ADEQUATE STABILIZATION OCCURS.
3. CONTRACTOR SHALL ENSURE THERE IS POSITIVE DRAINAGE FROM THE PROPOSED BUILDINGS SO THAT SURFACE RUNOFF WILL DRAIN BY GRAVITY TO NEW OR EXISTING DRAINAGE OUTLETS. CONTRACTOR SHALL ENSURE NO PONDING OCCURS IN PAVED AREAS AND SHALL NOTIFY ENGINEER IF ANY GRADING DISCREPANCIES ARE FOUND IN THE EXISTING AND PROPOSED GRADES PRIOR TO PLACEMENT OF PAVEMENT OR UTILITIES.
4. CONTRACTOR SHALL PROTECT ALL MANHOLE COVERS, VALVE COVERS, VAULT LIDS, FIRE HYDRANTS, POWER POLES, GUY WIRES, AND TELEPHONE BOXES THAT ARE TO REMAIN IN PLACE AND UNDISTURBED DURING CONSTRUCTION. EXISTING CASTINGS AND STRUCTURES TO REMAIN SHALL BE ADJUSTED TO MATCH THE PROPOSED FINISHED GRADES.
5. BACKFILL FOR UTILITY LINES SHALL BE PLACED PER DETAILS, STANDARDS, AND SPECIFICATIONS SO THAT THE UTILITY WILL BE STABLE. WHERE UTILITY LINES CROSS THE PARKING LOT, THE TOP 6 INCHES SHALL BE COMPACTED SIMILARLY TO THE REMAINDER OF THE LOT. UTILITY DITCHES SHALL BE VISUALLY INSPECTED DURING THE EXCAVATION PROCESS TO ENSURE THAT UNDESIRABLE FILL IS NOT USED.
6. CONTRACTOR IS RESPONSIBLE FOR THE REMOVAL AND REPLACEMENT OF 4" OF TOPSOIL AT COMPLETION OF WORK. ALL UNPAVED AREAS IN EXISTING RIGHTS-OF-WAY DISTURBED BY CONSTRUCTION SHALL BE REGRADED AND SODDED.
7. AFTER PLACEMENT OF SUBGRADE AND PRIOR TO PLACEMENT OF PAVEMENT, CONTRACTOR SHALL TEST AND OBSERVE PAVEMENT AREAS FOR EVIDENCE OF PONDING. ALL AREAS SHALL ADEQUATELY DRAIN TOWARDS THE INTENDED STRUCTURE TO CONVEY STORM RUNOFF. CONTRACTOR SHALL IMMEDIATELY NOTIFY OWNER AND ENGINEER IF ANY DISCREPANCIES ARE DISCOVERED.
8. WHERE EXISTING PAVEMENT IS INDICATED TO BE REMOVED AND REPLACED, THE CONTRACTOR SHALL SAW CUT FULL DEPTH FOR A SMOOTH AND STRAIGHT JOINT AND REPLACE THE PAVEMENT WITH THE SAME TYPE AND DEPTH OF MATERIAL AS EXISTING OR AS INDICATED.
9. THE CONTRACTOR SHALL INSTALL PROTECTION OVER ALL DRAINAGE STRUCTURES FOR THE DURATION OF CONSTRUCTION AND UNTIL ACCEPTANCE OF THE PROJECT BY THE OWNER. ALL DRAINAGE STRUCTURES SHALL BE CLEANED OF DEBRIS AS REQUIRED DURING AND AT THE END OF CONSTRUCTION TO PROVIDE POSITIVE DRAINAGE FLOWS.
10. IF DEWATERING IS REQUIRED, THE CONTRACTOR SHALL OBTAIN ANY APPLICABLE REQUIRED PERMITS. THE CONTRACTOR IS TO COORDINATE WITH THE OWNER AND THE DESIGN ENGINEER PRIOR TO ANY EXCAVATION.
11. FIELD DENSITY TESTS SHALL BE TAKEN AT INTERVALS IN ACCORDANCE WITH THE LOCAL JURISDICTIONAL AGENCY OR TO MN/DOT STANDARDS. IN THE EVENT THAT THE CONTRACT DOCUMENTS AND THE JURISDICTIONAL AGENCY REQUIREMENTS ARE NOT IN AGREEMENT, THE MOST STRINGENT SHALL GOVERN.
12. ALL SLOPES AND AREAS DISTURBED BY CONSTRUCTION SHALL BE GRADED AS PER PLANS. THE AREAS SHALL THEN BE SODDED OR SEEDED AS SPECIFIED IN THE PLANS, FERTILIZED, MULCHED, WATERED AND MAINTAINED UNTIL HARDY GRASS GROWTH IS ESTABLISHED IN ALL AREAS. ANY AREAS DISTURBED FOR ANY REASON PRIOR TO FINAL ACCEPTANCE OF THE JOB SHALL BE CORRECTED BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER. ALL EARTHEN AREAS WILL BE SODDED OR SEEDED AND MULCHED AS SHOWN ON THE LANDSCAPING PLAN.
13. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE CONTROL OF DUST AND DIRT RISING AND SCATTERING IN THE AIR DURING CONSTRUCTION AND SHALL PROVIDE WATER SPRINKLING OR OTHER SUITABLE METHODS OF CONTROL. THE CONTRACTOR SHALL COMPLY WITH ALL GOVERNING REGULATIONS PERTAINING TO ENVIRONMENTAL PROTECTION.
14. SOD, WHERE CALLED FOR, MUST BE INSTALLED AND MAINTAINED ON EXPOSED SLOPES WITHIN 48 HOURS OF COMPLETING FINAL GRADING, AND AT ANY OTHER TIME AS NECESSARY, TO PREVENT EROSION, SEDIMENTATION OR TURBID DISCHARGES.
15. THE CONTRACTOR SHALL ENSURE THAT LANDSCAPE ISLAND PLANTING AREAS AND OTHER PLANTING AREAS ARE NOT COMPACTED AND DO NOT CONTAIN ROAD BASE MATERIALS. THE CONTRACTOR SHALL ALSO EXCAVATE AND REMOVE ALL UNDESIRABLE MATERIAL FROM ALL AREAS ON THE SITE TO BE PLANTED AND PROPERLY DISPOSED OF IN A LEGAL MANNER.
16. THE CONTRACTOR SHALL INSTALL ALL UNDERGROUND STORM WATER PIPING PER MANUFACTURER'S RECOMMENDATIONS AND MN/DOT SPECIFICATION.
17. ALL CONCRETE/ASPHALT SHALL BE INSTALLED PER GEOTECH REPORT, CITY OF BROOKLYN CENTER AND MN/DOT SPECIFICATIONS.
18. SPOT ELEVATIONS ARE TO FLOWLINE OF CURB UNLESS OTHERWISE NOTED.
19. LIMITS OF CONSTRUCTION ARE TO THE PROPERTY LINE UNLESS OTHERWISE SPECIFIED ON THE PLAN.
20. IMMEDIATELY REPORT TO THE OWNER ANY DISCREPANCIES FOUND BETWEEN ACTUAL FIELD CONDITIONS AND CONSTRUCTION DOCUMENTS.
21. THE CONTRACTOR IS RESPONSIBLE FOR LOCATING AND PROTECTING EXISTING UTILITIES, AND SHALL REPAIR ALL DAMAGE TO EXISTING UTILITIES THAT OCCUR DURING CONSTRUCTION WITHOUT COMPENSATION.
22. BLEND NEW EARTHWORK SMOOTHLY TO TRANSITION BACK TO EXISTING GRADE.
23. ALL PROPOSED GRADES ONSITE SHALL BE 3:1 OR FLATTER UNLESS OTHERWISE INDICATED ON THE PLANS. ANY SLOPES STEEPER THAN 4:1 REQUIRE EROSION AND SEDIMENT CONTROL BLANKET.
24. ADHERE TO ALL TERMS AND CONDITIONS AS NECESSARY IN THE GENERAL N.P.D.E.S. PERMIT AND STORMWATER POLLUTION PREVENTION PLAN FOR STORMWATER DISCHARGE ASSOCIATED WITH CONSTRUCTION ACTIVITIES.
25. ADJUST AND/OR CUT EXISTING PAVEMENT AS NECESSARY TO ASSURE A SMOOTH FIT AND CONTINUOUS GRADE.
26. CONTRACTOR SHALL ENSURE MINIMUM GRADES ARE MET WITHIN PAVED AREAS, 1.2% FOR ASPHALT PAVING AND 0.6% FOR CONCRETE PAVING.

3RD PARTY TEST REPORTS REQ'D

TEST REPORTS REQUIRED FOR CLOSE OUT INCLUDE, BUT ARE NOT LIMITED TO:

- DENSITY TEST REPORTS
- BACTERIOLOGICAL TESTS OF WATER SYSTEM
- PRESSURE TEST OF WATER/SEWER
- LEAK TESTS ON SEWER SYSTEM AND GREASE TRAPS
- ANY OTHER TESTING REQUIRED BY THE AGENCY/MUNICIPALITY

REFER TO GEOTECHNICAL REPORT NO. B2101248
BRAUN INTERTEC CORPORATION
11001 HAMPSHIRE AVENUE S
MINNEAPOLIS, MN 55438
DATED APRIL 9, 2021

WATER STORM SEWER & SANITARY SEWER NOTES

1. THE CONTRACTOR SHALL CONSTRUCT GRAVITY SEWER LATERALS, MANHOLES, GRAVITY SEWER LINES, AND DOMESTIC WATER AND FIRE PROTECTION SYSTEM AS SHOWN ON THESE PLANS. THE CONTRACTOR SHALL FURNISH ALL NECESSARY MATERIALS, EQUIPMENT, MACHINERY, TOOLS, MEANS OF TRANSPORTATION AND LABOR NECESSARY TO COMPLETE THE WORK IN FULL AND COMPLETE ACCORDANCE WITH THE SHOWN, DESCRIBED AND REASONABLY INTENDED REQUIREMENTS OF THE CONTRACT DOCUMENTS AND JURISDICTIONAL AGENCY REQUIREMENTS. IN THE EVENT THAT THE CONTRACT DOCUMENTS AND THE JURISDICTIONAL AGENCY REQUIREMENTS ARE NOT IN AGREEMENT, THE MOST STRINGENT SHALL GOVERN.
2. ALL EXISTING UNDERGROUND UTILITY LOCATIONS SHOWN ARE APPROXIMATE. THE CONTRACTOR SHALL COMPLY WITH ALL REQUIREMENTS FOR UTILITY LOCATION AND COORDINATION IN ACCORDANCE WITH THE NOTES CONTAINED IN THE GENERAL CONSTRUCTION SECTION OF THIS SHEET.
3. THE CONTRACTOR SHALL RESTORE ALL DISTURBED VEGETATION IN KIND, UNLESS SHOWN OTHERWISE.
4. DEFLECTION OF PIPE JOINTS AND CURVATURE OF PIPE SHALL NOT EXCEED THE MANUFACTURER'S SPECIFICATIONS. SECURELY CLOSE ALL OPEN ENDS OF PIPE AND FITTINGS WITH A WATERTIGHT PLUG WHEN WORK IS NOT IN PROGRESS. THE INTERIOR OF ALL PIPES SHALL BE CLEAN AND JOINT SURFACES WIPED CLEAN AND DRY AFTER THE PIPE HAS BEEN LOWERED INTO THE TRENCH. VALVES SHALL BE PLUMB AND LOCATED ACCORDING TO THE PLANS.
5. ALL PIPE AND FITTINGS SHALL BE CAREFULLY STORED FOLLOWING MANUFACTURER'S RECOMMENDATIONS. CARE SHALL BE TAKEN TO AVOID DAMAGE TO THE COATING OR LINING IN ANY D.I. PIPE FITTINGS. ANY PIPE OR FITTING WHICH IS DAMAGED OR WHICH HAS FLAWS OR IMPERFECTIONS WHICH, IN THE OPINION OF THE ENGINEER OR OWNER, RENDERS IT UNFIT FOR USE, SHALL NOT BE USED. ANY PIPE NOT SATISFACTORY FOR USE SHALL BE CLEARLY MARKED AND IMMEDIATELY REMOVED FROM THE JOB SITE, AND SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE.
6. WATER FOR FIRE FIGHTING SHALL BE MADE AVAILABLE FOR USE BY THE CONTRACTOR PRIOR TO COMBUSTIBLES BEING BROUGHT ON SITE.
7. ALL UTILITY AND STORM DRAIN TRENCHES LOCATED UNDER AREAS TO RECEIVE PAVING SHALL BE COMPLETELY BACK FILLED IN ACCORDANCE WITH THE GOVERNING JURISDICTIONAL AGENCY'S SPECIFICATIONS. IN THE EVENT THAT THE CONTRACT DOCUMENTS AND THE JURISDICTIONAL AGENCY REQUIREMENTS ARE NOT IN AGREEMENT, THE MOST STRINGENT SHALL GOVERN.
8. UNDERGROUND LINES SHALL BE SURVEYED BY A STATE OF MN PROFESSIONAL LAND SURVEYOR PRIOR TO BACK FILLING.
9. CONTRACTOR SHALL PERFORM, AT HIS OWN EXPENSE, ANY AND ALL TESTS REQUIRED BY THE SPECIFICATIONS AND/OR ANY AGENCY HAVING JURISDICTION. THESE TESTS MAY INCLUDE, BUT MAY NOT BE LIMITED TO, INFILTRATION AND EXFILTRATION, TELEVISION INSPECTION AND A MANDREL TEST ON GRAVITY SEWER. A COPY OF THE TEST RESULTS SHALL BE PROVIDED TO THE UTILITY PROVIDER, OWNER AND JURISDICTIONAL AGENCY AS REQUIRED.
10. CONTRACTOR SHALL PROVIDE FOR A MINIMUM HORIZONTAL CLEARANCE OF 10' AND A VERTICAL CLEARANCE OF 18" BETWEEN WATER AND SANITARY SEWER MANHOLES AND LINES.
11. IF ANY EXISTING STRUCTURES TO REMAIN ARE DAMAGED DURING CONSTRUCTION IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO REPAIR AND/OR REPLACE THE EXISTING STRUCTURE AS NECESSARY TO RETURN IT TO EXISTING CONDITIONS OR BETTER.
12. ALL STORM PIPE ENTERING STRUCTURES SHALL BE GROUTED TO ASSURE CONNECTION AT STRUCTURE IS WATERTIGHT UNLESS OTHERWISE STATED BY CITY AND STATE DESIGN STANDARDS AND SPECIFICATIONS.
13. UNLESS OTHERWISE STATED IN CITY AND STATE DESIGN STANDARDS AND SPECIFICATIONS, ALL STORM SEWER MANHOLES IN PAVED AREAS SHALL BE FLUSH WITH PAVEMENT, AND SHALL HAVE TRAFFIC BEARING RING & COVERS. MANHOLES IN UNPAVED AREAS SHALL BE 6" ABOVE FINISH GRADE. LIDS SHALL BE LABELED "STORM SEWER". EXISTING CASTINGS AND STRUCTURES WITHIN PROJECT LIMITS SHALL BE ADJUSTED TO MEET THESE CONDITIONS AND THE PROPOSED FINISHED GRADE.
14. TOPOGRAPHIC INFORMATION IS TAKEN FROM A TOPOGRAPHIC SURVEY BY LAND SURVEYORS. IF THE CONTRACTOR DOES NOT ACCEPT EXISTING TOPOGRAPHY AS SHOWN ON THE PLANS, WITHOUT EXCEPTION, THEN THE CONTRACTOR SHALL SUPPLY, AT THEIR EXPENSE, A TOPOGRAPHIC SURVEY BY A REGISTERED LAND SURVEYOR TO THE OWNER FOR REVIEW.
15. CONSTRUCTION SHALL COMPLY WITH ALL APPLICABLE GOVERNING CODES AND BE CONSTRUCTED TO SAME.
16. ALL STORM STRUCTURES SHALL HAVE A SMOOTH UNIFORM POURED MORTAR FROM INVERT IN TO INVERT OUT.
17. ROOF DRAINS SHALL BE CONNECTED TO STORM SEWER BY PREFABRIC

DESCRIPTION OF PROJECT AND CONSTRUCTION ACTIVITY

PROJECT INFORMATION:

PROJECT LOCATION:
WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 02, TOWNSHIP 118, RANGE 21
HENNEPIN COUNTY, MN

MPCA ADDRESS:
MINNESOTA POLLUTION CONTROL AGENCY
CONSTRUCTION STORMWATER PERMIT PROGRAM
520 LAFAYETTE ROAD NORTH ST. PAUL, MN 55155-4194
PHONE: (800) 443-4729

WATER MANAGEMENT:
CITY OF BROOKLYN CENTER
SHINGLE CREEK WATERSHED DISTRICT (SCWD)

GEOTECHNICAL INFORMATION:
THE GEOTECHNICAL REPORT WAS DONE BY BRAUN INTERTEC CORPORATION DATED APRIL 9, 2021, REPORT NUMBER B2101248. THE EXISTING SOILS ON SITE ARE PREDOMINATELY POORLY GRADED SAND WITH SILT (SP--SM) WITH SECTION OF COVERING PAVEMENT. ACCORDING TO MPCA, THESE ARE CONSIDERED TYPE "B" SOILS AND ARE CONDUCTIVE TO INFILTRATION. GROUNDWATER LEVEL WAS ENCOUNTERED BETWEEN 839.5 FT TO 844 FT DURING BORING. EXISTING SITE ELEVATION IS GRADED TO AROUND 850 FT TO 852 FT.

PROJECT DESCRIPTION:

SCANNELL PROPERTIES IS PROPOSING TO CONSTRUCT A 2-BUILDING, 228,750 SQUARE-FOOT SPECULATIVE INDUSTRIAL PARK ON APPROXIMATELY 15-ACRES IN BROOKLYN CENTER, MINNESOTA. THE SITE IS LOCATED WITHIN SHINGLE CREEK CROSSING ON A LOT PREVIOUSLY OCCUPIED BY SEARS OFF SHINGLE CREEK DRIVE. THE EXISTING DEVELOPMENT IS COMPRISED OF A 115,000 SQUARE-FOOT SEARS RETAIL STORE, 15,000 SQUARE-FOOT AUTO MAINTENANCE BUILDING, AND ASSOCIATED PAVEMENTS.

THE PROJECT SITE DOES NOT INCLUDE SITES OF HISTORIC OR ARCHEOLOGICAL SIGNIFICANCE AND DOES NOT INCLUDE ENDANGERED & THREATENED SPECIES, RARE NATURAL COMMUNITIES, COLONIAL WATERBIRD NESTING SITES, MIGRATORY WATERFOWL CONCENTRATION AREAS, DEER WINTERING AREAS OR WILDLIFE CORRIDORS.

CONSTRUCTION ACTIVITY:

RECEIVING WATERS:
THE PROPOSED SITE DISCHARGES TO THE SOUTH AND THEN TRAVELS LESS THAN 1- MILE TO THE MISSISSIPPI RIVER.

CALCAREOUS FENS:
THIS PROJECT DOES NOT DRAIN TO ANY KNOW CALCAREOUS FENS.

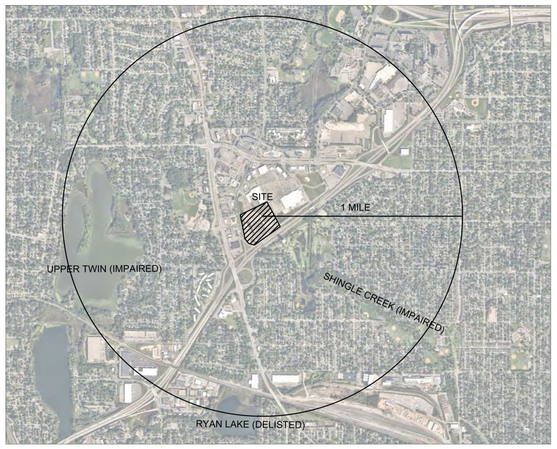
SPECIAL OR IMPAIRED WATERS:
THE SITE IS LOCATED WITHIN ONE MILE OF UPPER TWIN LAKE, RYAN LAKE, AND SHINGLE CREEK. UPPER TWIN LAKE AND SHINGLE CREEK ARE CLASSIFIED AS IMPAIRED WATERS AND RESTRICTED WATERS AS DESCRIBED IN THE GENERAL PERMIT. UPPER TWIN LAKE HAS IMPAIRED USE FOR AQUATIC CONSUMPTION, AND AQUATIC RECREATION. THE LAKE IS ALSO IMPAIRED WITH MERCURY IN FISH TISSUE, POLYCHLORINATED BIPHENYLS IN FISH TISSUE, AND PERFLUOROOCTANE SULFONATE (PFOS) IN FISH TISSUE. SHINGLE CREEK HAS IMPAIRED USE FOR AQUATIC LIFE, AND AQUATIC RECREACTION. THE CREEK IS ALSO IMPAIRED WITH CHLORINE, DISSOLVED OXYGEN, E. COLI, FISH BIOASSESSMENTS, AND BENTHIC MACROINVERTEBRATE BIOASSESSMENT. RYAN LAKE IS CLASSIFIED AS DELISTED WATER AFFECTED USE FOR AQUATIC RECREATION.

DESCRIPTION OF PROPOSED CONSTRUCTION ACTIVITIES:
THE PROPOSED DEVELOPMENT PROJECT CONSISTS OF 16.5 ACRES, a 120,000 SF BUILDING AND A 108,750 SF BUILDING. THE DISTURBED AREA IS 17.4 ACRES. THE PROPOSED PROJECT INCLUDES 12.6 ACRES OF IMPERVIOUS AREA AND 4.7 ACRES OF PERVIOUS AREA.

SEQUENCE OF MAJOR CONSTRUCTION ACTIVITIES:
PHASE 1:
1. INSTALL INLET PROTECTION AT EXISTING STORMWATER INLETS.
2. CONSTRUCT STABILIZED CONSTRUCTION ENTRANCE, CONCRETE WASHOUT PIT AND INSTALL PERIMETER CONTROL (SAFETY FENCE, SILT SOCK, AND SILT FENCE).
3. CONSTRUCT TEMPORARY SEDIMENT BASINS.
4. PREPARE TEMPORARY PARKING STORAGE AREA.
5. COMPLETE REMOVALS AS INDICATED IN PLANS.
6. PERFORM MASS GRADING. ROUGH GRADE TO ESTABLISH PROPOSED DRAINAGE PATTERNS.
7. START CONSTRUCTION OF BUILDING PADS AND STRUCTURES.
8. IMMEDIATELY STABILIZE ANY EXPOSED SOIL AREAS AND COMPLETE STABILIZATION WITHIN 7 DAYS OF CEASING CONSTRUCTION ACTIVITIES IN THAT PORTION OF THE SITE.

PHASE 2:
1. INSTALL INLET PROTECTION AT ALL STORM SEWER STRUCTURES AS EACH INLET STRUCTURE IS INSTALLED.
2. INSTALL APPROPRIATE BMP INLET PROTECTION DEVICES AS WORK PROGRESSES. INSTALL ALL OTHER TEMPORARY EROSION AND SEDIMENT CONTROLS.
3. COMPLETE GRADING AND INSTALLATION OF PERMANENT STABILIZATION OVER ALL AREAS DISTURBED.
4. STABILIZE AREAS DISTURBED BY THE REMOVAL OF TEMPORARY BMP'S.

EROSION AND SEDIMENT CONTROL PLAN AND DETAIL SHEETS:
SHEET C101 - SWPPP
SHEET C200-202 - DEMOLITION PLAN



IMPAIRED WATERS MAP

TIMING OF CONTOL MEASURES

THE FOLLOWING CONTROL MEASURES WILL BE COORDINATED WITH CONSTRUCTION ACTIVITIES:
1. STORM SEWER INLET PROTECTION SHALL BE THE FIRST ITEM CONSTRUCTED AND SHALL REMAIN IN PLACE UNTIL PERMANENT STABILIZATION HAS TAKEN PLACE.
2. SILT FENCE SHALL BE CONSTRUCTED PRIOR TO ANY SOIL DISTURBANCE AND SHALL REMAIN IN PLACE UNTIL PERMANENT STABILIZATION HAS TAKEN PLACE.
3. STRUCTURAL BMPS, SUCH AS DIVERSIONS, AND SEDIMENT TRAPS OR BASINS (IF REQUIRED), SHALL BE INSTALLED PRIOR TO MAJOR SOIL DISTURBANCE;
4. CLEARING, GRADING AND PAVEMENT REMOVAL WILL NOT OCCUR IN AN AREA UNTIL IT IS NECESSARY FOR CONSTRUCTION TO PROCEED;
5. INFILTRATION AREA (IF REQUIRED) SHALL NOT BE EXCAVATED TO FINAL GRADE UNTIL THE CONTRIBUTING DRAINAGE AREA HAS BEEN STABILIZED. IN ADDITION RIGOROUS EROSION PREVENTION AND SEDIMENT CONTROLS MUST BE IMPLEMENTED TO KEEP ALL RUNOFF AND SEDIMENT OUT OF THE INFILTRATION PRACTICE.

EROSION AND SEDIMENT CONTROL DEVICES WILL BE SATISFACTORILY MAINTAINED UNTIL THE CONSTRUCTION IS COMPLETED AND THE POTENTIAL FOR EROSION HAS PASSED.

CERTIFICATION OF COMPLIANCE WITH FEDERAL, STATE AND LOCAL REGULATIONS

THE STORM WATER POLLUTION PREVENTION PLAN REFLECTS MINNESOTA POLLUTION CONTROL AGENCY GUIDELINES FOR STORM WATER MANAGEMENT AND EROSION AND SEDIMENT CONTROL DURING CONSTRUCTION ACTIVITIES. THE STORM WATER POLLUTION PREVENTION PLAN HAS BEEN PREPARED IN ACCORDANCE WITH THE PROVISIONS OF THE NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM PERMIT. BMPS SHALL BE INCORPORATED IN ACCORDANCE WITH THE NPDES/SDS STORMWATER PERMIT FOR CONSTRUCTION.

MAINTENANCE AND INSPECTION RECORDS

THE OWNER AND CONTRACTOR SHALL BE RESPONSIBLE FOR THE FOLLOWING INSPECTION AND MAINTENANCE PRACTICES TO MAINTAIN EROSION AND SEDIMENT CONTROLS.
1. PERMITTEES MUST IMMEDIATELY INITIATE STABILIZATION OF EXPOSED SOIL AREAS AND COMPLETE STABILIZATION WITHIN SEVEN (7) DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE TEMPORARILY OR PERMANENTLY CEASES.
2. ALL CONTROL MEASURES WILL BE INSPECTED AT LEAST ONCE EACH WEEK AND WITHIN 24 HOURS OF THE END OF A STORM EVENT OF 0.5 INCHES OR GREATER IN 24 HOURS. THE INSPECTION WILL BE COMPLETED BY THE EROSION CONTROL SUPERVISOR.
3. ALL MEASURES WILL BE MAINTAINED IN GOOD WORKING ORDER; IF A REPAIR IS NECESSARY, IT WILL BE INITIATED WITHIN 24 HOURS OF REPORT.
4. BIO ROLLS WILL BE INSPECTED FOR DEPTH OF SEDIMENT, TEARS, TO SEE IF THE FABRIC IS SECURELY ATTACHED TO THE CONCRETE BARRIERS.
5. INLET PROTECTION DEVICES WILL BE INSPECTED FOR DEPTH OF SEDIMENT AND FREE OF ANY TEARS. DEVICES SHALL BE INSPECTED TO ENSURE THEY ARE SECURELY IN PLACE.
6. SILT FENCE SHALL BE INSPECTED FOR DEPTH OF SEDIMENT, TEARS, FABRIC ATTACHMENT TO POSTS, AND THAT POSTS AND FABRIC BOTTOM ARE FIRMLY IN THE GROUND.
7. BUILT UP SEDIMENT SHALL BE REMOVED FROM SILT FENCE WHEN IT HAS REACHED ONE THIRD THE HEIGHT OF THE FENCE.

SPILL PREVENTION

GOOD HOUSEKEEPING:
THE FOLLOWING GOOD HOUSEKEEPING PRACTICES WILL BE FOLLOWED ONSITE DURING THE CONSTRUCTION PROJECT.
1. DESIGNATE AREAS FOR EQUIPMENT MAINTENANCE AND REPAIR, TAKING STEPS TO MINIMIZE SPILLS AND CONTROL THE RUNOFF FROM THESE AREAS;
2. PROVIDE WASTE RECEPTACLES AT CONVENIENT LOCATIONS. THE RECEPTACLES SHOULD BE COVERED AND THE WASTE SHOULD BE REGULARLY COLLECTED;
3. PROVIDE APPROPRIATE CONTROL OF EQUIPMENT WASH WATERS, SUCH AS CONCRETE WASHOUTS, TO PREVENT UNAUTHORIZED DRY WEATHER DISCHARGES AND AVOID MIXING THE WASH WATER WITH STORM WATER.
4. PROVIDE PROTECTED STORAGE AREAS FOR CHEMICALS, PAINTS, SOLVENTS, FERTILIZERS, GASOLINE, AND OTHER POTENTIALLY TOXIC MATERIALS. THESE AREAS SHOULD PROVIDE CONTAINMENT TO PREVENT STORM WATER FROM ENTERING THE CHEMICAL STORAGE AREA AND PREVENT LEAKS FROM LEAVING THE CHEMICAL STORAGE AREA; AND
5. PROVIDE ADEQUATELY MAINTAINED SANITARY FACILITIES.

HAZARDOUS PRODUCTS:
THESE PRACTICES ARE USED TO REDUCE THE RISKS ASSOCIATED WITH HAZARDOUS MATERIALS.
1. PRODUCTS WILL BE KEPT IN THEIR ORIGINAL CONTAINERS UNLESS IT CANNOT BE RESEALED.
2. ORIGINAL LABELS AND MATERIAL SAFETY DATA SHEETS WILL BE RETAINED ON SITE AND ACCESSIBLE AT ALL TIMES; THEY CONTAIN IMPORTANT PRODUCT AND SAFETY INFORMATION.
3. IF SURPLUS PRODUCT MUST BE DISPOSED OF, MANUFACTURERS' OR LOCAL AND STATE RECOMMENDED METHODS FOR PROPER DISPOSAL WILL BE FOLLOWED.

SPILL CONTROL PRACTICES:
IN ADDITION TO THE GOOD HOUSEKEEPING AND MATERIAL MANAGEMENT PRACTICES DISCUSSED IN THE PREVIOUS SECTIONS OF THIS PLAN, THE FOLLOWING PRACTICES WILL BE FOLLOWED FOR SPILL PREVENTION AND CLEANUP:
1. MANUFACTURERS' RECOMMENDED METHODS FOR SPILL CLEANUP WILL BE CLEARLY POSTED AND SITE PERSONNEL WILL BE MADE AWARE OF THE PROCEDURES AND THE LOCATION OF THE INFORMATION AND CLEANUP SUPPLIES.
2. MATERIALS AND EQUIPMENT NECESSARY FOR SPILL CLEANUP WILL BE KEPT IN A MATERIAL STORAGE AREA LOCATED ONSITE. EQUIPMENT AND MATERIALS WILL INCLUDE BUT NOT BE LIMITED TO BROOMS, DUST PANS, MOPS, RAGS, GLOVES, GOGGLES, CAT LITTER, SAND, SAWDUST, AND PLASTIC AND METAL TRASH CONTAINERS SPECIFICALLY FOR THIS PURPOSE.
3. ALL SPILLS WILL BE CLEANED UP IMMEDIATELY AFTER DISCOVERY.
4. THE SPILL AREA WILL BE KEPT WELL VENTILATED AND PERSONNEL WILL WEAR APPROPRIATE PROTECTIVE CLOTHING TO PREVENT INJURY FROM CONTACT WITH A HAZARDOUS SUBSTANCE.
5. SPILLS OF TOXIC OR HAZARDOUS MATERIAL WILL BE REPORTED TO THE APPROPRIATE STATE OR LOCAL GOVERNMENT AGENCY, REGARDLESS OF THE SIZE. IN ADDITION TO REPORTING TO LOCAL AUTHORITIES, REPORT SPILLS TO THE MINNESOTA POLLUTION CONTROL AGENCY (STATE DUTY OFFICER: 800-422-0798 OR 651-297-8610). ANY SPILLS ABOVE THE REPORTABLE QUANTITIES LIMITS IN THE CODE OF FEDERAL REGULATIONS (CFR), TITLE 40, PART 302 SHALL BE REPORTED TO THE EPA NATIONAL RESPONSE CENTER (800-424-8802). THE REPORT WILL INCLUDE MEASURES TO PREVENT SPILLS FROM REOCCURRING AND INFORMATION REGARDING HOW TO REMEDIATE SPILLS IF A SIMILAR OCCURRENCE HAPPENS. A DESCRIPTION OF THE SPILL, WHAT CAUSED IT, AND THE CLEANUP MEASURES WILL ALSO BE INCLUDED.
6. THE CONTRACTOR'S EROSION CONTROL SUPERVISOR SHALL BE THE SPILL PREVENTION AND CLEANUP COORDINATOR.
7. SPILLS WILL BE STUDIED TO UNDERSTAND WHY THEY OCCURRED AND PREVENTIVE METHODS WILL BE CREATED TO ENSURE SIMILAR SPILLS DO NOT OCCUR IN THE FUTURE.

PRODUCT SPECIFIC PRACTICES

PETROLEUM PRODUCTS:
ALL ON SITE VEHICLES WILL BE MONITORED FOR LEAKS AND RECEIVE REGULAR PREVENTIVE MAINTENANCE TO REDUCE THE CHANCE OF LEAKAGE. PETROLEUM PRODUCTS WILL BE STORED IN TIGHTLY SEALED CONTAINERS WHICH ARE CLEARLY LABELED. ANY ASPHALT BASED MATERIALS USED ON SITE WILL BE APPLIED AND STORED ACCORDING TO THE MANUFACTURER'S RECOMMENDATIONS. ANY SPILLED PETROLEUM PRODUCTS OF 5 GALLONS OR MORE SHALL BE REPORTED TO THE MINNESOTA POLLUTION CONTROL AGENCY AT 651-297-8610.

PAINTS AND CLEANING SOLVENTS:
ALL CONTAINERS WILL BE TIGHTLY SEALED AND STORED WHEN NOT REQUIRED FOR USE. EXCESS PAINT AND SOLUTIONS WILL NOT BE DISCHARGED TO THE STORM SEWER SYSTEM BUT WILL BE PROPERLY DISPOSED OF ACCORDING TO MANUFACTURERS' INSTRUCTIONS OR STATE AND LOCAL REGULATIONS.

CONCRETE AND CONCRETE TRUCKS:
CONCRETE, CONCRETE TOOLS AND TRUCKS ALL MUST WASH OUT IN A DESIGNATED AREA. THE DESIGNATED AREA MUST BE CLEARLY IDENTIFIED ON THE SITE AND COMMUNICATED TO ALL PERSONNEL INVOLVED WITH CAST-IN-PLACE CONCRETE AS THE WASHOUT AREA. THIS DESIGNATED AREA MUST MEET THE MPCA AND EPA REGULATIONS OF A DEFINED CONCRETE WASHOUT AREA. THE FOLLOWING THREE OPTIONS ARE CONSIDERED AN APPROVED METHOD:
1. KEEPING ALL CONCRETE WASHOUT SELF-CONTAINED AND RETURNED TO AN INDUSTRIAL SITE TO BE DISPOSED OF IN A MPCA APPROVED MANNER.
2. PROVIDING A PREFABRICATED CONCRETE WASHOUT CONTAINER THAT ALL CONCRETE WASHOUT CAN BE COLLECTED IN. THESE CONTAINERS SHOULD BE MAINTAINED ON A REGULAR BASIS.
3. CREATING A SELF-INSTALLED WASHOUT FACILITY WITH AN IMPERMEABLE LINER. AN ENGINEERED CLAY LINER WILL BE CONSIDERED AN IMPERMEABLE LINER.

FOR ADDITIONAL INFORMATION ON CONCRETE WASHOUT REGULATIONS, PLEASE SEE THE MPCA'S MEMORANDUM "CONCRETE WASHOUT GUIDANCE" AND THE EPA "STORMWATER BEST MANAGEMENT PRACTICES CONCRETE WASHOUT".

VEHICLE AND EQUIPMENT WASHING:
IF VEHICLES OR EQUIPMENT ARE WASHED ON THE PROJECT SITE IT MUST BE DONE IN A DESIGNATED AREA. THE DESIGNATED AREA MUST BE CLEARLY IDENTIFIED ON THE SITE AND COMMUNICATED TO ALL PERSONNEL INVOLVED. RUNOFF FROM THE WASHING AREA MUST BE CONTAINED IN A SEDIMENT BASIN OR OTHER SIMILAR CONTROL METHOD AND MUST BE PROPERLY DISPOSED OF.

INSPECTIONS AND MAINTENANCE

EROSION CONTROL SUPERVISOR (MNDOT 2573):
THE CONTRACTOR SHALL ASSIGN AN EROSION CONTROL SUPERVISOR FOR THE PROJECT WHO SHALL BE RESPONSIBLE FOR COMPLIANCE WITH THE PROJECT SWPPP. THE EROSION CONTROL SUPERVISOR (ECS) SHALL COMPLY WITH THE MOST CURRENT ADDITION OF THE MNDOT STANDARD SPECIFICATION FOR CONSTRUCTION FOR ALL APPLICABLE SECTIONS. THE ECS SHALL:
1. IMPLEMENT THE SWPPP PLAN.
2. OVERSEE MAINTENANCE PRACTICES IDENTIFIED IN THE SWPPP.
3. CONDUCT OR PROVIDE FOR INSPECTION AND MONITORING ACTIVITIES
4. INSPECT SITE AND BEGIN CORRECTIVE ACTIONS TO DEFICIENT BMP'S NO LATER THAN 24 HOURS AFTER A RAINFALL EVENT.
5. PREPARE WEEKLY SCHEDULE OF EROSION ACTIVITIES (MNDOT 1717.2D)
6. PREPARE AND UPDATE THE CONTRACTORS EROSION/SEDIMENT CONTROL SITE PLAN AS NECESSARY (MNDOT1717.2E)
7. IDENTIFY OTHER POTENTIAL POLLUTANT SOURCES AND MAKE SURE REMEDIES ARE ADDED TO THE SWPPP
8. IDENTIFY ANY DEFICIENCIES IN THE SWPPP AND IDENTIFY BEST MANAGEMENT PRACTICES (BMPS) TO ADDRESS THE DEFICIENCIES AND ASSURE THEY ARE ADDED TO THE SWPPP.
9. IF CHANGES IN CONSTRUCTION DOCUMENTS ARE NOT ADDRESSED IN THE SWPPP, THEN THE ECS SHALL AMEND THE SWPPP TO INCLUDE THE CHANGES

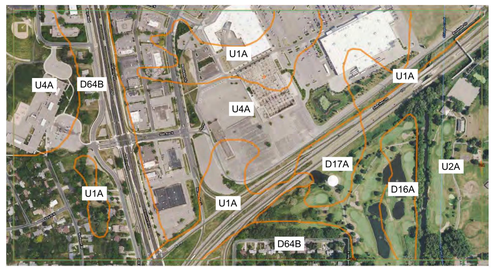
MAINTENANCE AND INSPECTION REQUIREMENTS SHALL BE CONSISTENT WITH NPDES CSW PERMIT PARTS 11.2-11.11.

CONTRACTOR'S EROSION/SEDIMENT CONTROL SITE PLAN:
THE CONTRACTOR SHALL SUBMIT A CONTRACTOR'S EROSION / SEDIMENT CONTROL SITE PLAN TO THE ENGINEER A MINIMUM OF 24 HOURS PRIOR TO THE FIRST PRE-CONSTRUCTION MEETING. THE CONTRACTOR'S EROSION / SEDIMENT CONTROL SITE PLAN SHALL INCLUDE:
1. THE NAME OF THE CONTRACTOR'S DESIGNATED EROSION CONTROL SUPERVISOR WITH 24-HOUR CONTACT INFORMATION. (I.E. PHONE NUMBER, EMAIL, ETC.)
2. NAME AND CONTACT INFORMATION FOR THE INDIVIDUAL(S) RESPONSIBLE FOR PERFORMING AND MAINTAINING THE SITE INSPECTION LOGS ON A WEEKLY BASIS (OR WITHIN 24 HOURS OF 0.5 INCHES OF A RAIN IN A 24 HOUR PERIOD).
3. NAME AND CONTACT INFORMATION OF THE INDIVIDUAL(S) RESPONSIBLE FOR TEMPORARY AND PERMANENT STABILIZATION.
4. NAME AND CONTACT INFORMATION OF THE INDIVIDUAL(S) WHO WILL BE RESPONSIBLE FOR EMERGENCY REPAIRS AND REPLACEMENTS.
5. LOCATION WHERE THE SWPPP DOCUMENT AND NPDES PERMIT WILL BE KEPT ON-SITE. THE DOCUMENT SHOULD BE ACCESSIBLE AT ALL TIMES AND AVAILABLE IN THE TIME OF ESSENCE.
6. WHERE AND HOW CONCRETE WASHOUT WILL OCCUR AND BE IN COMPLIANCE OF THE MINNESOTA POLLUTION CONTROL AGENCY'S (MPCA) MEMORANDUM "CONCRETE WASHOUT GUIDANCE".
7. LOCATION OF STOCKPILES OF NATIVE SOILS AND/OR BORROW MATERIALS INDICATE HOW STOCKPILES WILL BE KEPT IN COMPLIANCE WITH NPDES AND MPCA REQUIREMENTS.

THE CONTRACTOR WILL NOT BE ALLOWED TO START WORK UNTIL THE ENGINEER HAS REVIEWED AND ACCEPTED THE CONTRACTOR'S EROSION / SEDIMENT CONTROL SITE PLAN.

INSPECTION AND MAINTENANCE PRACTICES
1. ALL CONTROL MEASURES SHALL BE INSPECTED AT LEAST ONCE EACH WEEK AND WITHIN 24 HOURS ON THE END OF A STORM EVENT RESULTING IN 0.5 INCHES OR GREATER WITHIN A 24 HOUR PERIOD. THE INSPECTION SHALL BE COMPLETED BY THE ECS.
2. PERMITTEES MUST IMMEDIATELY INITIATE STABILIZATION OF EXPOSED SOIL AREAS AND COMPLETE STABILIZATION WITHIN SEVEN (7) DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE TEMPORARILY OR PERMANENTLY CEASES.
3. ALL MEASURES SHALL BE MAINTAINED IN GOOD WORKING ORDER; IF A REPAIR IS NECESSARY, IT SHALL BE INITIATED WITHIN 24 HOURS OF REPORT.
4. SILT FENCE SHALL BE INSPECTED FOR DEPTH OF SEDIMENT, TEARS, FABRIC ATTACHMENT TO POSTS, AND THAT POSTS AND FABRIC BOTTOM ARE FIRMLY IN THE GROUND.
5. BUILT UP SEDIMENT SHALL BE REMOVED FROM SILT FENCE WHEN IT HAS REACHED ONE THIRD THE HEIGHT OF THE FENCE OR SOONER.
6. INLET PROTECTION DEVICES SHALL BE INSPECTED FOR DEPTH OF SEDIMENT, ABSENCE OF TEARS AND TO ASSURE THAT THE DEVICES ARE SECURELY IN PLACE.

CONSTRUCTION NOTES:
1. PRIOR COMMENCEMENT OF CONSTRUCTION ACTIVITIES IN ANY AREA OF THE PROJECT, DOWN GRADIENT EROSION AND SEDIMENT CONTROL MEASURES AND CONCRETE BARRIERS DELINEATING THE CONSTRUCTION LIMITS SHALL BE INSTALLED AND INSPECTED BY THE ECS AND THE ENGINEER.
2. THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING ALL EROSION AND SEDIMENT CONTROL MEASURES AS REQUIRED BY THE MPCA'S NPDES PERMIT FOR CONSTRUCTION. THIS INCLUDES ANY ADDITIONAL EROSION AND SEDIMENT CONTROLS BEYOND THAT SHOWN ON THE PLAN.
3. PHASED CONSTRUCTION SHALL BE USED TO MINIMIZE SEDIMENT TRANSPORT.
4. THE MAXIMUM TIME ANY AREA CAN REMAIN OPEN WHILE NOT BEING WORKED IS 7 DAYS. FERTILIZER SHOULD BE DISTRIBUTED AT A RATE OF 250 LBS/ACRE.
5. IF DOWN GRADIENT BMPS ARE OVERLOADED DURING A STORM EVENT, ADDITIONAL UP GRADIENT BMPS ARE REQUIRED TO ELIMINATE THE OVERLOAD. THE ADDITIONAL BMPS MUST BE RECORDED ON THIS SWPPP IN THE AMENDMENTS TO SWPPP SECTION.
6. TEMPORARY STOCKPILES MUST HAVE SILT FENCE OR OTHER EFFECTIVE SEDIMENT CONTROLS, AND CANNOT BE PLACED IN SURFACE WATERS INCLUDING STORM WATER CONVEYANCES SUCH AS CURB AND GUTTER SYSTEMS, OR CONDUITS AND DITCHES. ALL STOCKPILES SHALL BE COVERED OR STABILIZED TO LIMIT WIND EROSION.
7. A CONSTRUCTION ENTRANCE SHALL BE CONSTRUCTED FOR THE PROJECT. A VEHICLE TRACKING PAD SHALL BE INSTALLED IN ACCORDANCE WITH THE CONSTRUCTION PLAN AT EVERY PROJECT ENTRANCE. ENTRANCES MUST BE INSPECTED AND MAINTAINED TO ENSURE PROPER FUNCTION.
8. THE CONTRACTOR SHALL CLEAN ALL TRACKED MATERIALS USING A STREET SWEEPER WITH A PICK UP BROOM ON ADJACENT ROADWAYS ON A DAILY BASIS AND AS DIRECTED BY THE ENGINEER OR AHJ.
9. CONCRETE WASHOUT SHALL BE DONE IN ACCORDANCE WITH THE MPCA AND THE EPA CONCRETE WASHOUT GUIDANCE.



An erosion control plan mu

CONTROLS

PERIMETER/SEDIMENT CONTROLS:
ONE CONSTRUCTION EXIT/ENTRANCE SHALL BE INCORPORATED INTO THE PROJECT. ALL CONSTRUCTION TRAFFIC SHALL UTILIZE THE CONSTRUCTION EXIT(S) SUCH THAT TRACK OUT OF SEDIMENT IS MINIMIZED IN ACCORDANCE WITH THE GENERAL PERMIT. SILT FENCING, BIOROLL AND SILT DIKES SHALL BE INSTALLED ON THE PERIMETER AND/OR DOWNSTREAM GRADIENT OF THE AREA TO BE DISTURBED. INLET PROTECTION WILL ALSO BE REQUIRED ON ALL EXISTING AND PROPOSED STORM SEWER CATCH BASINS AND MAINTAINED THROUGHOUT CONSTRUCTION.

THE PERMIT REQUIRES THAT TEMPORARY EROSION AND SEDIMENT CONTROLS BE IN PLACE PRIOR TO BEGINNING CONSTRUCTION, AND THAT THEY BE INSPECTED AND MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD. EFFECTIVE BMP'S MUST BE IN PLACE ON ALL EXPOSED SOIL AREAS WHERE NO CONSTRUCTION ACTIVITIES WILL OCCUR FOR A PERIOD OF 7 DAYS.

STABILIZATION PRACTICES:
TEMPORARY STABILIZATION INCLUDES THE INSTALLATION OF SILT FENCING ON THE DOWNSTREAM GRADIENT OF THE AREA TO BE DISTURBED. INLET PROTECTION WILL ALSO BE REQUIRED ON ALL EXISTING AND PROPOSED STORM SEWER CATCH BASINS AND MAINTAINED THROUGHOUT CONSTRUCTION. EFFECTIVE BMP'S MUST BE IN PLACE ON ALL EXPOSED SOIL AREAS WHERE NO CONSTRUCTION ACTIVITIES WILL OCCUR FOR A PERIOD OF 7 DAYS OR MORE. STABILIZING MUST OCCUR WITHIN 7 DAYS OF THE LAST CONSTRUCTION ACTIVITY.

STOCKPILES WILL BE KEPT IN AN ORDERLY FASHION IN AN AREA DESIGNATED BY THE EROSION CONTROL SUPERVISOR ON THE CONTRACTOR'S EROSION / SEDIMENT CONTROL SITE PLAN. THE STOCKPILES MUST HAVE PERIMETER CONTROL AND STABILIZATION IF SOIL STOCK PILES REMAIN FOR MORE THAN 7 DAYS. STABILIZATION OR COVERING THE PILE WITH PLASTIC OR GEO-TEXTILE MAY ALSO BE NECESSARY FOR CONTROLLING DUST.

PERMANENT STABILIZATION INCLUDES BUILDING CONSTRUCTION, PLACEMENT OF CURB AND GUTTER, PAVEMENT, AND FINAL LANDSCAPING AND GROUNDCOVER ACCORDING TO THE CONSTRUCTION DRAWINGS.

ANY REMOVALS SHALL BE LIMITED TO THAT WHICH IS REQUIRED AND IN AN ORDER THAT IS CONSISTENT WITH THE REMOVAL AND CONSTRUCTION SEQUENCE.

OTHER CONTROLS

WASTE MATERIALS:
ALL WASTE MATERIALS SHALL BE PROPERLY HANDLED, STORED, AND DISPOSED OF. CONSTRUCTION CHEMICALS AND CONCRETE WASHOUT WILL BE PROPERLY CONTROLLED TO PREVENT POLLUTANTS FROM ENTERING STORM WATER DISCHARGES.

SANITARY WASTE:
ALL SANITARY WASTE SHALL BE COLLECTED FROM THE PROTABLE UNITS AS REQUIRED BY LOCAL REGULATION .

HAZARDOUS WASTE MATERIALS:
ALL HAZARDOUS WASTE MATERIALS SHALL BE STORED AND DISPOSED OF IN THE MANNER SPECIFIED BY LOCAL OR STATE REGULATION. MATERIALS WITH THE POTENTIAL TO LEACH SHALL BE STORED UNDER COVER (E.G. PLASTIC SHEETING OR TEMPORARY ROOFS.) MATERIALS SHALL BE STORED IN A RESTRICTED ACCESS STORAGE AREA TO PREVENT VANDALISM. THE CONTRACTOR'S PERSONNEL SHALL BE INSTRUCTED IN THESE PRACTICES AND THE CONTRACTOR'S EROSION CONTROL SUPERVISOR SHALL BE RESPONSIBLE FOR SEEING THAT THESE PRACTICES ARE FOLLOWED.

OFF-SITE VEHICLE TRACKING:
PAVED STREETS ADJACENT TO THE PROJECT SITE SHALL BE KEPT CLEAN OF DEBRIS. STREETS SHALL BE SWEPT WITH A PICK-UP BROOM AS NECESSARY OR AS DIRECTED BY THE ENGINEER OR AHJ. DUMP TRUCKS HAULING MATERIAL TO AND FROM THE CONSTRUCTION AREA SHALL BE COVERED WITH A TARPAULIN. ALL VEHICLES EXITING THE SITE SHALL BE GUIDED AND REQUIRED TO GO THROUGH THE CONSTRUCTION EXIT.

DEWATERING AND BASIN DRAINING:
IF DEWATERING IS REQUIRED, PRACTICES DESCRIBED IN THE GEOTECHNICAL REPORT AND EROSION AND SEDIMENT CONTROL AND STORMWATER MANAGEMENT MANUAL SHOULD BE FOLLOWED. THE DEWATERING PLAN MUST INCLUDE BMPS TO PREVENT SEDIMENT TRANSPORT, EROSION, AND ADVERSE IMPACTS TO DOWNSTREAM RECEIVING WATERS. IN ADDITION, DEWATERING PLAN MUST INCLUDE ANY SPECIFIC CHEMICAL TREATMENTS THAT ARE USED. DISCHARGE OF STORM WATER AND GROUND WATER FROM CONSTRUCTION DEWATERING ACTIVITIES IS COVERED UNDER THE GENERAL PERMIT.

VEHICLE FUELING & MAINTENANCE:
WHENEVER POSSIBLE, VEHICLE REFUELING AND MAINTENANCE SHOULD NOT BE PERFORMED ON THE CONSTRUCTION SITE. HOWEVER, ANY VEHICLE REFUELING OR MAINTENANCE THAT MUST TAKE PLACE ON THE CONSTRUCTION SITE MUST HAVE PROPER SPILL PREVENTION CONTROLS IN PLACE PRIOR TO COMMENCING WORK.

EQUIPMENT AND VEHICLES MUST BE CLEANED REGULARLY TO PREVENT A BUILDUP OF OIL AND GREASE. BERMS, SANDBAGS, OR OTHER BARRIERS SHOULD BE USED AROUND THE PERIMETER OF THE MAINTENANCE AREA TO PREVENT STORM WATER CONTAMINATION. MAINTENANCE AREAS SHOULD BE CLEARLY DESIGNATED. SECONDARY CONTAINMENT (CAPABLE OF HANDLING 110% OF MATERIAL) MUST BE PROVIDED FOR ALL FLUIDS GREATER THAN 55 GALLONS. ALL WASTE FLUIDS MUST BE IN LEAK-PROOF CONTAINERS.

DUST CONTROL:
DUST RESULTING FROM THE CONTRACTOR'S WORK EITHER INSIDE OR OUTSIDE THE RIGHT OF WAY, SHALL BE CONTROLLED BY THE CONTRACTOR BY APPLYING EITHER WATER OR DUST PALLIATIVE, OR BOTH.

HENNEPIN COUNTY, MN	
MAP UNIT SYMBOL	MAP UNIT NAME
U4A	UDIPSAMMENTS COMPLEX, 0 TO 2 PERCENT SLOPES
D64B	HUBBARD SANDY LOAM, 0 TO 8 PERCENT SLOPES
U1A	UDORTHENTS COMPLEX, 0 TO 2 PERCENT SLOPES
U2A	UDORTHENTS COMPLEX, 0 TO 2 PERCENT SLOPES
D16A	SEELYEVILLE PONDED, 0 TO 1 PERCENT SLOPES
D17A	DUELM LOAMY SAND, 0 TO 2 PERCENT SLOPES

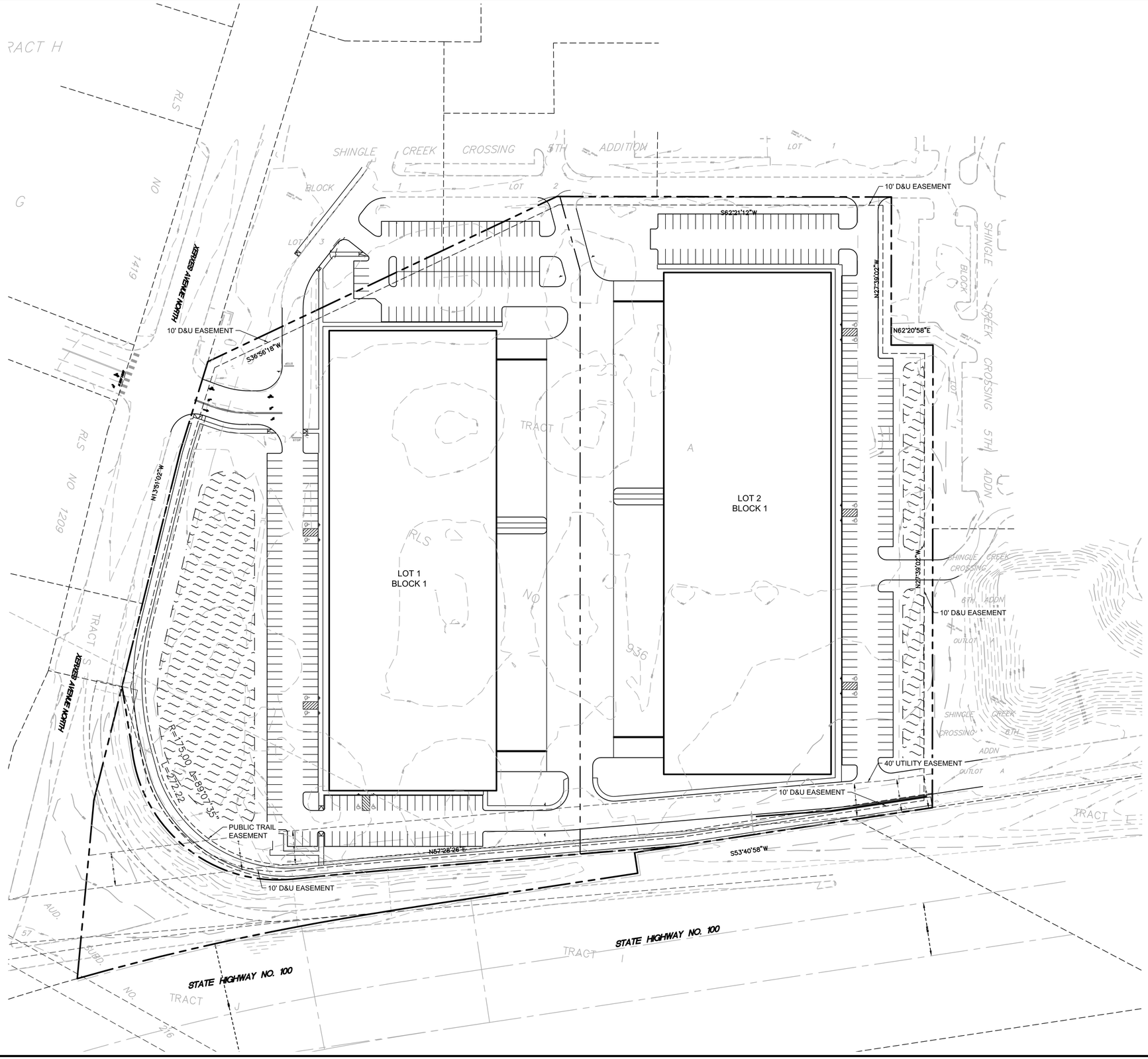
ENGINEER
KIMLEY-HORN AND ASSOCIATES, INC.
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SWPPP DESIGNER
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DEVELOPER
SCANNELL PROPERTIES
294 GROVE LANE, SUITE 140
WAYZ

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LEGEND

- PROPERTY LINE
- 928 EXISTING CONTOUR
- PROPOSED EASEMENT
- EXISTING EASEMENT

PROPERTY SUMMARY	
LOT 1, BLOCK 1	8.07 AC
LOT 2, BLOCK 1	7.19 AC
EXISTING ZONING	PUD / MX-B
PROPOSED ZONING	PUD / MX-B

EXISTING LEGAL DESCRIPTION

TRACT A, REGISTERED LAND SURVEY NO. 936,
HENNEPIN COUNTY, MINNESOTA.

OWNER/SUBDIVIDER:

SCANNELL PROPERTIES
294 GROVE LN E
WAYZATA, MN 55391
(763) 331-8850

SURVEYOR:

SUNDE LAND SURVEYING
9001 EAST BLOOMINGTON FREEWAY (35W), SUITE 118
BLOOMINGTON, MN 55420
LEONARD F. CARLSON, PLS LICENSE NO. 44890
TELEPHONE (952) 881-2455

ENGINEER:

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PREPARED BY: BRIAN WURDEMAN, PE #53113
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NORTH

GRAPHIC SCALE IN FEET
0 30 60 120

PRELIMINARY - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

Kimley»Horn

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767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
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WWW.KIMLEY-HORN.COM

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.

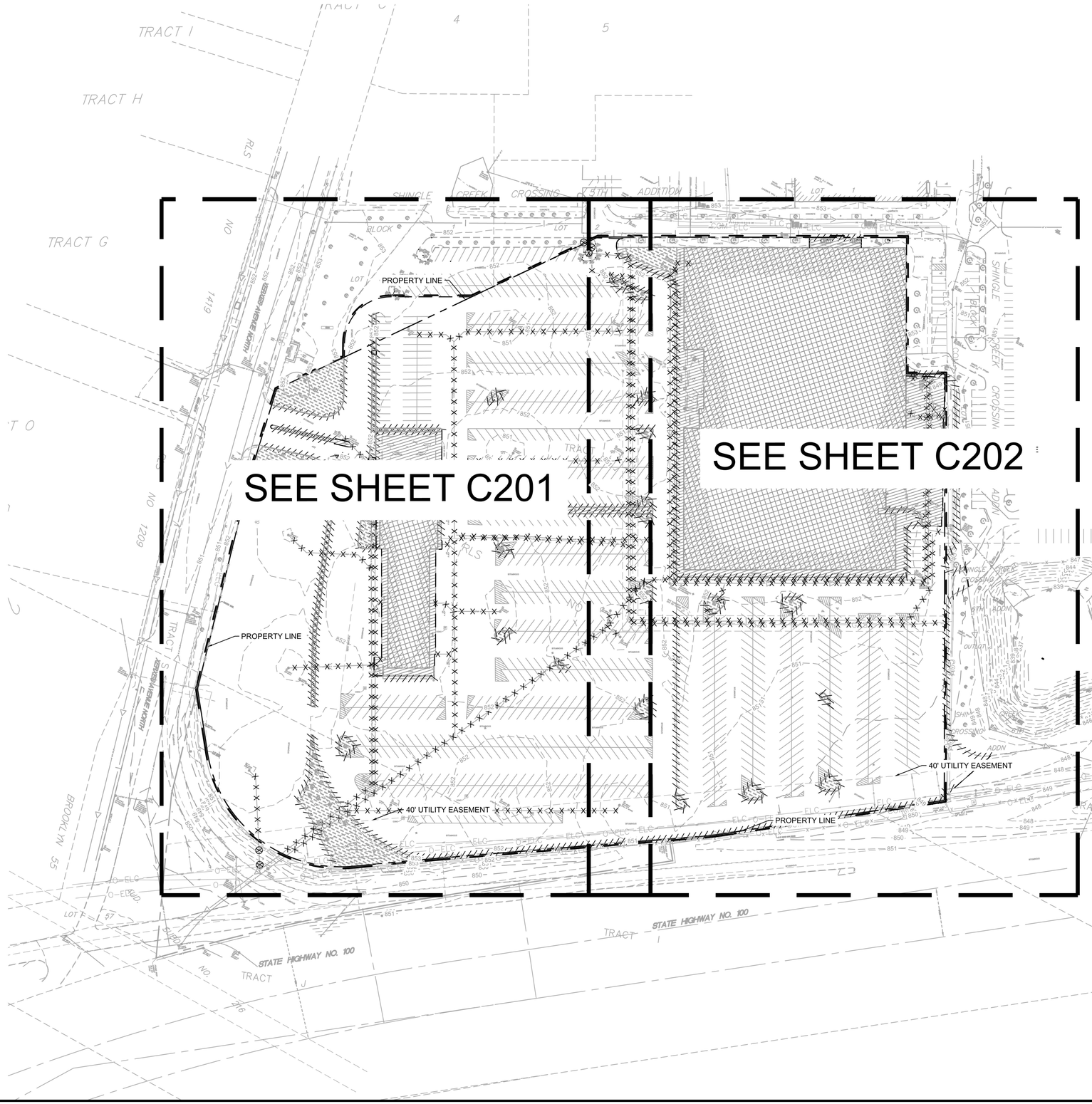
BRIAN M. WURDEMAN
DATE: 01/21/2022 LIC. NO. 53113 MN

KHA PROJECT	160046021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

PRELIMINARY PLAT

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C102



DEMOLITION PLAN NOTES

1. THE CONTRACTOR IS RESPONSIBLE FOR THE DEMOLITION, REMOVAL, AND DISPOSAL (IN A LOCATION APPROVED BY ALL GOVERNING AUTHORITIES) ALL STRUCTURES, PADS, WALLS, FLUMES, FOUNDATIONS, PARKING, DRIVES, DRAINAGE STRUCTURES, UTILITIES, ETC. SUCH THAT THE IMPROVEMENTS ON THE PLANS CAN BE CONSTRUCTED. ALL FACILITIES TO BE REMOVED SHALL BE UNDERCUT TO SUITABLE MATERIAL AND BROUGHT TO GRADE WITH SUITABLE COMPACTED FILL MATERIAL PER THE PROJECT DOCUMENTS.
2. THE CONTRACTOR IS RESPONSIBLE FOR REMOVING ALL DEBRIS FROM THE SITE AND DISPOSING THE DEBRIS IN A LAWFUL MANNER. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL PERMITS REQUIRED FOR DEMOLITION AND DISPOSAL. CONTRACTOR SHALL PROVIDE COPIES OF THE PERMIT AND RECEIPTS OF DISPOSAL OF MATERIALS TO THE OWNER AND OWNERS REPRESENTATIVE.
3. THE CONTRACTOR SHALL MAINTAIN ALL UTILITY SERVICES TO ADJACENT PROPERTIES AT ALL TIMES. UTILITY SERVICES SHALL NOT BE INTERRUPTED WITHOUT APPROVAL FROM THE CONSTRUCTION MANAGER AND COORDINATION WITH THE ADJACENT PROPERTIES AND/OR THE CITY.
4. THE CONTRACTOR SHALL COORDINATE WITH RESPECTIVE UTILITY COMPANIES PRIOR TO THE REMOVAL AND/OR RELOCATION OF UTILITIES. THE CONTRACTOR SHALL COORDINATE WITH THE UTILITY COMPANY CONCERNING PORTIONS OF WORK WHICH MAY BE PERFORMED BY THE UTILITY COMPANY'S FORCES AND ANY FEES WHICH ARE TO BE PAID TO THE UTILITY COMPANY FOR THEIR SERVICES. THE CONTRACTOR IS RESPONSIBLE FOR PAYING ALL FEES AND CHARGES.
5. THE LOCATIONS OF ALL EXISTING UTILITIES SHOWN ON THE PLAN HAVE BEEN DETERMINED FROM THE BEST INFORMATION AVAILABLE AND ARE GIVEN FOR THE CONVENIENCE OF THE CONTRACTOR. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR THEIR ACCURACY. PRIOR TO THE START OF ANY DEMOLITION ACTIVITY, THE CONTRACTOR SHALL NOTIFY THE UTILITY COMPANIES FOR LOCATIONS OF EXISTING UTILITIES WITHIN ALL AREAS OF PROPOSED WORK.
6. ALL EXISTING SEWERS, PIPING AND UTILITIES SHOWN ARE NOT TO BE INTERPRETED AS THE EXACT LOCATION, OR AS ANY OBSTACLES THAT MAY OCCUR ON THE SITE. VERIFY EXISTING CONDITIONS AND PROCEED WITH CAUTION AROUND ANY ANTICIPATED FEATURES. GIVE NOTICE TO ALL UTILITY COMPANIES REGARDING DESTRUCTION AND REMOVAL OF ALL SERVICE LINES AND CAP ALL LINES BEFORE PRECEDING WITH THE WORK.
7. ELECTRICAL, TELEPHONE, CABLE, WATER, FIBER OPTIC, AND/OR GAS LINES NEEDING TO BE REMOVED OR RELOCATED SHALL BE COORDINATED WITH THE AFFECTED UTILITY COMPANY. ADEQUATE TIME SHALL BE PROVIDED FOR RELOCATION AND CLOSE COORDINATION WITH THE UTILITY COMPANY IS NECESSARY TO PROVIDE A SMOOTH TRANSITION IN UTILITY SERVICE. CONTRACTOR SHALL PAY CLOSE ATTENTION TO EXISTING UTILITIES WITHIN ANY ROAD RIGHT-OF-WAY DURING CONSTRUCTION.
8. CONTRACTOR MUST PROTECT THE PUBLIC AT ALL TIMES WITH FENCING, BARRICADES, ENCLOSURES, ETC. (AND OTHER APPROPRIATE BEST MANAGEMENT PRACTICES) AS APPROVED BY THE CONSTRUCTION MANAGER. MAINTENANCE OF TRAFFIC CONTROL SHALL BE COORDINATED IN ACCORDANCE WITH BROOKLYN CENTER, HENNEPIN COUNTY AND MN/DOT.
9. CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES DURING CONSTRUCTION, AND SHALL NOTIFY ALL PROPERTIES IF ACCESS WILL BE INTERRUPTED OR ALTERED AT ANY TIME DURING CONSTRUCTION.
10. PRIOR TO DEMOLITION OCCURRING, ALL EROSION CONTROL DEVICES ARE TO BE INSTALLED.
11. CONTRACTOR MAY LIMIT SAW-CUT AND PAVEMENT REMOVAL TO ONLY THOSE AREAS WHERE IT IS REQUIRED AS SHOWN ON THESE CONSTRUCTION PLANS BUT IF ANY DAMAGE IS INCURRED ON ANY OF THE SURROUNDING PAVEMENT, ETC. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ITS REMOVAL AND REPAIR.
12. THE CONTRACTOR SHALL COORDINATE WATER MAIN WORK WITH THE FIRE DEPT. AND THE CITY WATER DEPARTMENT TO PLAN PROPOSED IMPROVEMENTS AND TO ENSURE ADEQUATE FIRE PROTECTION IS CONSTANTLY AVAILABLE TO THE SITE THROUGHOUT THIS SPECIFIC WORK AND THROUGH ALL PHASES OF CONSTRUCTION. CONTRACTOR WILL BE RESPONSIBLE FOR ARRANGING/PROVIDING ANY REQUIRED WATER MAIN SHUT OFFS WITH THE CITY OF BROOKLYN CENTER DURING CONSTRUCTION. ANY COSTS ASSOCIATED WITH WATER MAIN SHUT OFFS WILL BE THE RESPONSIBILITY OF THE CONTRACTOR AND NO EXTRA COMPENSATION WILL BE PROVIDED.
13. REFER TO SURVEY FOR ALL EXISTING INVERT AND RIM ELEVATIONS.
14. ALL UTILITIES SHOWN ARE EXISTING UTILITIES.
15. IN THE EVENT A WELL IS FOUND, THE CONTRACTOR SHALL CONTACT THE ENGINEER AND OWNER IMMEDIATELY. ALL WELLS SHALL BE SEALED BY A LICENSED WELL CONTRACTOR IN ACCORDANCE WITH ALL STATE OF MN REQUIREMENTS.
16. IN THE EVENT THAT UNKNOWN CONTAINERS OR TANKS ARE ENCOUNTERED, THE CONTRACTOR SHALL CONTACT THE OWNER AND/OR OWNERS REPRESENTATIVE IMMEDIATELY. ALL CONTAINERS SHALL BE DISPOSED OF AT A PERMITTED LANDFILL PER THE PROJECT DOCUMENTS.
17. CONTRACTOR SHALL NOTIFY THE ENGINEER IF ANY EXISTING DRAINTILE IS ENCOUNTERED ON SITE. NO ACTIVE DRAINTILE SHALL BE REMOVED WITHOUT APPROVAL FROM THE ENGINEER.

LEGEND

- PROPERTY LINE
- REMOVE BITUMINOUS SURFACE
- REMOVE CONCRETE SURFACE
- REMOVE BUILDING
- CLEARING & GRUBBING
- FULL DEPTH SAWCUT
- REMOVE TREE
- REMOVE CONCRETE CURB & GUTTER
- REMOVE UTILITY LINES
- FILL & ABANDON UTILITY LINES
- LIMITS OF CONSTRUCTION
- O—ELC — EXISTING OVERHEAD POWER LINE
- EXISTING CHAINLINK FENCE
- EXISTING J-BARRIER
- EXISTING RETAINING WALL
- EXISTING SANITARY SEWER
- EXISTING STORM SEWER
- EXISTING WATERMAIN
- GAS — EXISTING GAS MAIN
- TEL — EXISTING UNDERGROUND TELEPHONE
- CTV — EXISTING UNDERGROUND CABLE
- 928 — EXISTING CONTOUR
- EXISTING CURB & GUTTER
- EXISTING SIGN
- EXISTING FLARED END SECTION
- EXISTING STORM MANHOLE
- EXISTING STORM CATCHBASIN
- GAS METER — EXISTING GAS METER
- EXISTING POST INDICATOR VALVE
- EXISTING WELL
- EXISTING AUTOMATIC SPRINKLER
- EXISTING ROOF DRAIN
- EXISTING GATE VALVE
- EXISTING HYDRANT
- EXISTING METAL COVER
- E — EXISTING ELECTRICAL METER
- EXISTING AIR CONDITIONER
- EXISTING TELEPHONE MANHOLE
- EXISTING CABLE BOX
- EXISTING GUY WIRE
- EXISTING POWER POLE
- EXISTING LIGHT POLE
- EXISTING TREE
- EXISTING TREE LINE

NORTH

GRAPHIC SCALE IN FEET
0 ## ## ###

PRELIMINARY - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

Kimley»Horn
2018 KIMLEY-HORN AND ASSOCIATES, INC.
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
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BRIAN M. WURDEMAN
MN LIC. NO. 53313
DATE: 05/24/2022

KHA PROJECT	160846021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

OVERALL DEMO PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

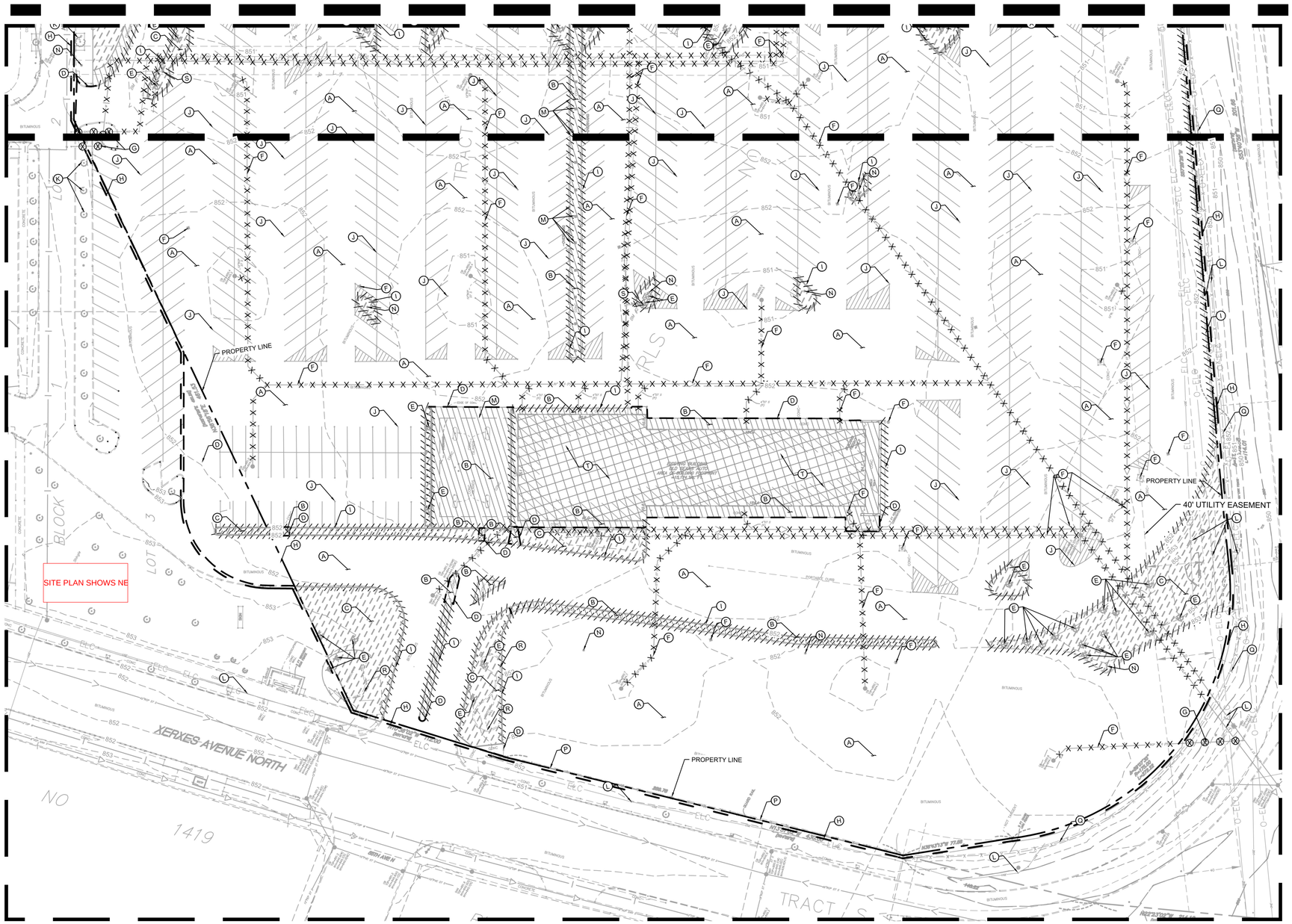
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C200

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SEE SHEET C202



LEGEND

- PROPERTY LINE
- REMOVE BITUMINOUS SURFACE
- REMOVE CONCRETE SURFACE
- REMOVE BUILDING
- CLEARING & GRUBBING
- FULL DEPTH SAWCUT
- REMOVE TREE
- REMOVE CONCRETE CURB & GUTTER
- REMOVE UTILITY LINES
- FILL & ABANDON UTILITY LINES
- LIMITS OF CONSTRUCTION
- O—ELC — EXISTING OVERHEAD POWER LINE
- EXISTING CHAINLINK FENCE
- EXISTING J-BARRIER
- EXISTING RETAINING WALL
- EXISTING SANITARY SEWER
- EXISTING STORM SEWER
- EXISTING WATERMAIN
- GAS — EXISTING GAS MAIN
- TEL — EXISTING UNDERGROUND TELEPHONE
- CTV — EXISTING UNDERGROUND CABLE
- 928 — EXISTING CONTOUR
- EXISTING CURB & GUTTER
- EXISTING SIGN
- EXISTING FLARED END SECTION
- EXISTING STORM MANHOLE
- EXISTING STORM CATCHBASIN
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- EXISTING POST INDICATOR VALVE
- EXISTING WELL
- EXISTING AUTOMATIC SPRINKLER
- EXISTING ROOF DRAIN
- EXISTING GATE VALVE
- EXISTING HYDRANT
- EXISTING METAL COVER
- E — EXISTING ELECTRICAL METER
- AC — EXISTING AIR CONDITIONER
- EXISTING TELEPHONE MANHOLE
- TC — EXISTING CABLE BOX
- EXISTING GUY WIRE
- EXISTING POWER POLE
- EXISTING LIGHT POLE
- EXISTING TREE
- EXISTING TREE LINE

KEYNOTE LEGEND

- (A) REMOVE ASPHALT, TYP.
- (B) REMOVE CONCRETE SURFACE, TYP.
- (C) CLEAR & GRUB, TYP.
- (D) FULL DEPTH SAWCUT, TYP.
- (E) REMOVE TREE, TYP.
- (F) REMOVE UTILITIES, TYP.
- (G) FILL & ABANDON UTILITIES, TYP.
- (H) LIMITS OF CONSTRUCTION, TYP.
- (I) REMOVE CURB & GUTTER, TYP.
- (J) PAVEMENT MARKINGS TO BE REMOVED
- (K) EXISTING TREES TO REMAIN AND BE PROTECTED THROUGHOUT CONSTRUCTION
- (L) EXISTING UTILITIES TO REMAIN AND BE PROTECTED THROUGHOUT CONSTRUCTION
- (M) REMOVE OVERHANG & COLUMNS
- (N) REMOVE LIGHT POLE
- (O) EXISTING LIGHT POLES TO REMAIN AND BE PROTECTED THROUGHOUT CONSTRUCTION
- (P) REMOVE FENCE
- (Q) EXISTING FENCE TO REMAIN AND BE PROTECTED THROUGHOUT CONSTRUCTION
- (R) REMOVE ACCESSORY STRUCTURE
- (S) REMOVE FIRE HYDRANT
- (T) REMOVE BUILDING, TYP.

NORTH

GRAPHIC SCALE IN FEET
0 20 40 80

PRELIMINARY - NOT FOR CONSTRUCTION

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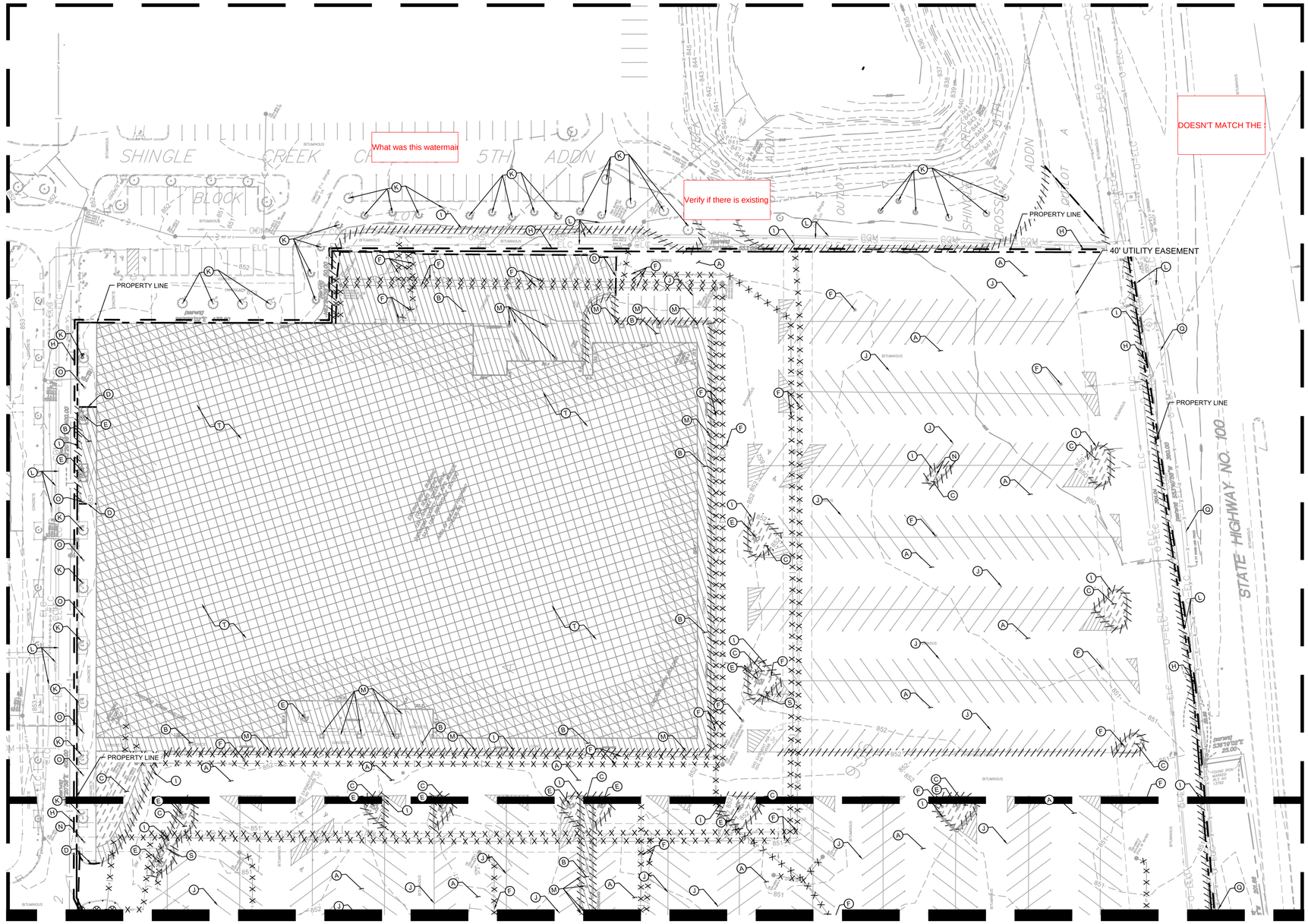
BRIAN M. WURDEMAN
DATE: 05/24/2022 LIC. NO. 53113 MN

KHA PROJECT 160846021
DATE 05/24/2022
SCALE AS SHOWN
DESIGNED BY RAV
DRAWN BY RAV
CHECKED BY BMW

DEMO PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C201



LEGEND

- PROPERTY LINE
- REMOVE BITUMINOUS SURFACE
- REMOVE CONCRETE SURFACE
- REMOVE BUILDING
- CLEARING & GRUBBING
- FULL DEPTH SAWCUT
- REMOVE TREE
- REMOVE CONCRETE CURB & GUTTER
- REMOVE UTILITY LINES
- FILL & ABANDON UTILITY LINES
- LIMITS OF CONSTRUCTION
- EXISTING OVERHEAD POWER LINE
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- (T) REMOVE BUILDING, TYP.

NORTH

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0 20 40 80

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DEMO PLAN

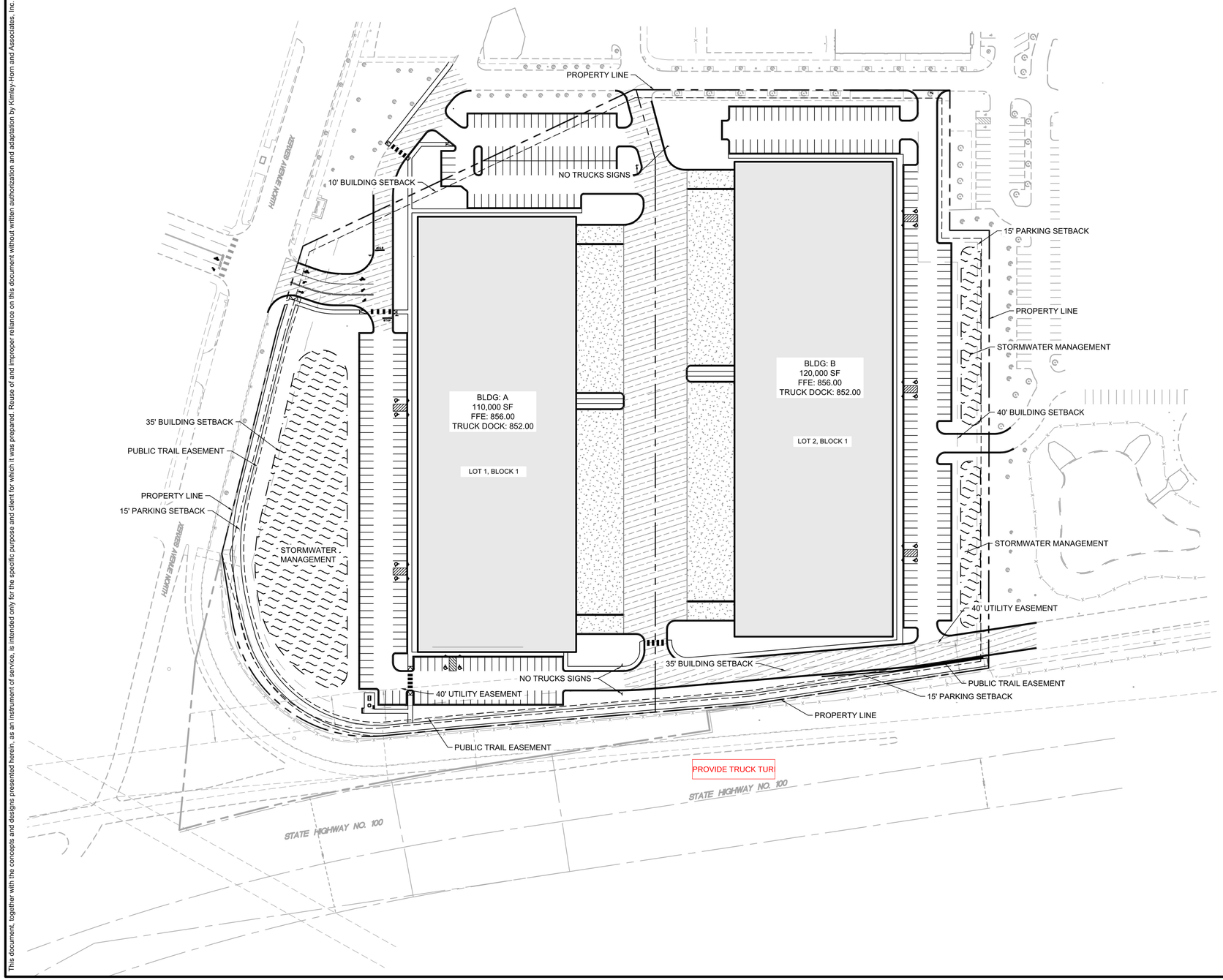
NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C202

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LEGEND

- PROPERTY LINE
- PROPOSED FENCE
- SETBACK LINE
- RETAINING WALL
- PROPOSED CURB AND GUTTER
- PROPOSED HEAVY DUTY ASPHALT
- PROPOSED STANDARD DUTY ASPHALT
- PROPOSED CONCRETE PAVEMENT
- PROPOSED STORMWATER MANAGEMENT AREA
- PROPOSED CONCRETE SIDEWALK

PROPERTY SUMMARY

NORTH 100 BUSINESS PARK	
PROPERTY AREA	664,544 SF (15.256 AC)
LOT 1, BLOCK 1 PROPERTY AREA	8.07 AC
LOT 2, BLOCK 1 PROPERTY AREA	7.19 AC

ZONING SUMMARY	
EXISTING ZONING	PUD / MX-B - PLANNED UNIT DEVELOPMENT / BUSINESS MIXED USE DISTRICT
PROPOSED ZONING	PUD / MX-B - PLANNED UNIT DEVELOPMENT / BUSINESS MIXED USE DISTRICT
PARKING SETBACKS	SIDE/REAR = 15' ROAD = 15'
BUILDING SETBACKS	FRONT = 35' CORNER = 35' INTERIOR SIDE = 10' REAR = 40'

BUILDING DATA SUMMARY

AREAS	
PROPOSED PROPERTY	15.256 AC
BUILDING A AREA	110,000 SF
BUILDING B AREA	120,000 SF

PARKING	
LOT 1, BLOCK 1	
REQUIRED PARKING	136 SPACES
PROPOSED PARKING	200 SPACES
PROPOSED PARKING EASEMENT SPACES	18 SPACES
ADA STALLS REQ'D / PROVIDED	6 STALLS / 6 STALLS
LOT 2, BLOCK 1	
REQUIRED PARKING	150 SPACES
PROPOSED PARKING	157 SPACES
ADA STALLS REQ'D / PROVIDED	6 STALLS / 6 STALLS

SITE PLAN NOTES

1. ALL WORK AND MATERIALS SHALL COMPLY WITH ALL CITY/COUNTY REGULATIONS AND CODES AND O.S.H.A. STANDARDS.
2. CONTRACTOR SHALL REFER TO THE ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF VESTIBULES, SLOPE PAVING, SIDEWALKS, EXIT PORCHES, TRUCK DOCKS, PRECISE BUILDING DIMENSIONS AND EXACT BUILDING UTILITY ENTRANCE LOCATIONS.
3. ALL INNER CURBED RADII ARE TO BE 3' AND OUTER CURBED RADII ARE TO BE 10' UNLESS OTHERWISE NOTED. STRIPED RADII ARE TO BE 5'.
4. ALL DIMENSIONS AND RADII ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
5. EXISTING STRUCTURES WITHIN CONSTRUCTION LIMITS ARE TO BE ABANDONED, REMOVED OR RELOCATED AS NECESSARY. ALL COST SHALL BE INCLUDED IN BASE BID.
6. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL RELOCATIONS, (UNLESS OTHERWISE NOTED ON PLANS) INCLUDING BUT NOT LIMITED TO, ALL UTILITIES, STORM DRAINAGE, SIGNS, TRAFFIC SIGNALS & POLES, ETC. AS REQUIRED. ALL WORK SHALL BE IN ACCORDANCE WITH GOVERNING AUTHORITIES REQUIREMENTS AND PROJECT SITE WORK SPECIFICATIONS AND SHALL BE APPROVED BY SUCH. ALL COST SHALL BE INCLUDED IN BASE BID.
7. SITE BOUNDARY, TOPOGRAPHY, UTILITY AND ROAD INFORMATION TAKEN FROM A SURVEY BY SUNDE LAND SURVEYING, DATED 03/30/2021.
8. KIMLEY-HORN ASSUMES NO LIABILITY FOR ANY ERRORS, INACCURACIES, OR OMISSIONS CONTAINED THEREIN.
9. TOTAL LAND AREA IS 15.256 ACRES.
10. PYLON / MONUMENT SIGNS SHALL BE CONSTRUCTED BY OTHERS. SIGNS ARE SHOWN FOR GRAPHICAL & INFORMATIONAL PURPOSES ONLY. CONTRACTOR TO VERIFY SIZE, LOCATION AND ANY REQUIRED PERMITS NECESSARY FOR THE CONSTRUCTION OF THE PYLON / MONUMENT SIGN.
11. CONTRACTOR SHALL REFERENCE ARCH / MEP PLANS FOR SITE LIGHTING AND ELECTRICAL PLAN.
12. NO PROPOSED LANDSCAPING SUCH AS TREES OR SHRUBS, ABOVE AND UNDERGROUND STRUCTURES, OR OTHER OBSTRUCTIONS SHALL BE LOCATED WITHIN EXISTING OR PROPOSED UTILITY EASEMENTS AND RIGHTS OF WAY UNLESS SPECIFICALLY NOTED ON PLANS OTHERWISE.
13. REFERENCE ARCHITECTURAL PLANS FOR DUMPSTER ENCLOSURE DETAILS.
14. REFER TO FINAL PLAT OR ALTA SURVEY FOR EXACT LOT AND PROPERTY BOUNDARY DIMENSIONS.
15. ALL AREAS ARE ROUNDED TO THE NEAREST SQUARE FOOT.
16. ALL DIMENSIONS ARE ROUNDED TO THE NEAREST TENTH FOOT.
17. ALL PARKING STALLS TO BE 9' IN WIDTH AND 18' IN LENGTH UNLESS OTHERWISE INDICATED.

NORTH

GRAPHIC SCALE IN FEET
0 35 70 140

PRELIMINARY - NOT FOR CONSTRUCTION

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Kimley»Horn

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MN
DATE: 05/24/2022 LIC. NO. 53313

KHA PROJECT 160846021
DATE 05/13/2022
SCALE AS SHOWN
DESIGNED BY RAV
DRAWN BY RAV
CHECKED BY BMW

OVERALL SITE PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES MN
BROOKLYN CENTER

SHEET NUMBER
C300

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SEE SHEET C302

PROVIDE STOP SIGN

SHOWN DIMENSIONS

LABEL SIGNS

SHOWN DIMENSIONS

SHOWN DIMENSIONS

PROPERTY LINE

10' BUILDING SETBACK

SHOWN DIMENSIONS

EXTEND SIDEWALK TO

ADD "INCOMING TRAF

SHOWN DIMENSIONS

BLDG: A
110,000 SF
FFE: 856.00
TRUCK DOCK: 852.00

SHOWN DIMENSIONS

REMOVE MIDBLOCK C

ADD "INCOMING TRAF

XERXES AVENUE NORTH

ADD TURN LANE SIGN

R25.0'

R25.0'

R15.0'

80.0'

60.0'

18.0' 24.0' 18.0' 18.0' 24.0' 18.0'

R10.0'

R25.0'

R26.0'

27.0'

18.0' 25.0' 18.0'

40' UTILITY EASEMENT

PUBLIC TRAIL EASEMENT

18.0'

25.0'

18.0'

10.0'

SEE LANDSCAPE PLANS FOR AMENITY AREA DETAIL

R30.0'

13.0'

13.1'

13.0'

R30.0'

10.0'

PUBLIC TRAIL EASEMENT

STORMWATER MANAGEMENT

30' BUILDING SETBACK

PROPERTY LINE

15' PARKING SETBACK

LABEL ALL RADIUS DIMENSIONS, SIDE

LEGEND

- PROPERTY LINE
- PROPOSED FENCE
- SETBACK LINE
- RETAINING WALL
- PROPOSED CURB AND GUTTER
- PROPOSED HEAVY DUTY ASPHALT
- PROPOSED STANDARD DUTY ASPHALT
- PROPOSED CONCRETE PAVEMENT
- PROPOSED STORMWATER MANAGEMENT AREA
- PROPOSED CONCRETE SIDEWALK

KEYNOTE LEGEND

A	CONCRETE SIDEWALK
B	CONCRETE PAVEMENT
C	MATCH EXISTING EDGE OF PAVEMENT/ CURB & GUTTER
D	ACCESSIBLE PARKING SIGN
E	ACCESSIBLE PARKING
F	AREA STRIPED WITH 4" SYSL @ 45° 2' O.C.
G	STANDARD DUTY ASPHALT PAVEMENT
H	LANDSCAPE AREA - SEE LANDSCAPE PLANS
I	HEAVY DUTY ASPHALT PAVEMENT
J	B612 CURB & GUTTER (TYP.)
K	4" WIDE PAINTED SOLID LINE, TYP.
L	STOP SIGN
M	PAVEMENT MARKINGS, TYP.
N	BITUMINOUS TRAIL
O	PEDESTRIAN RAMP
P	RIPRAP

NORTH

GRAPHIC SCALE IN FEET
0 20 40 80

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DATE	01/05/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

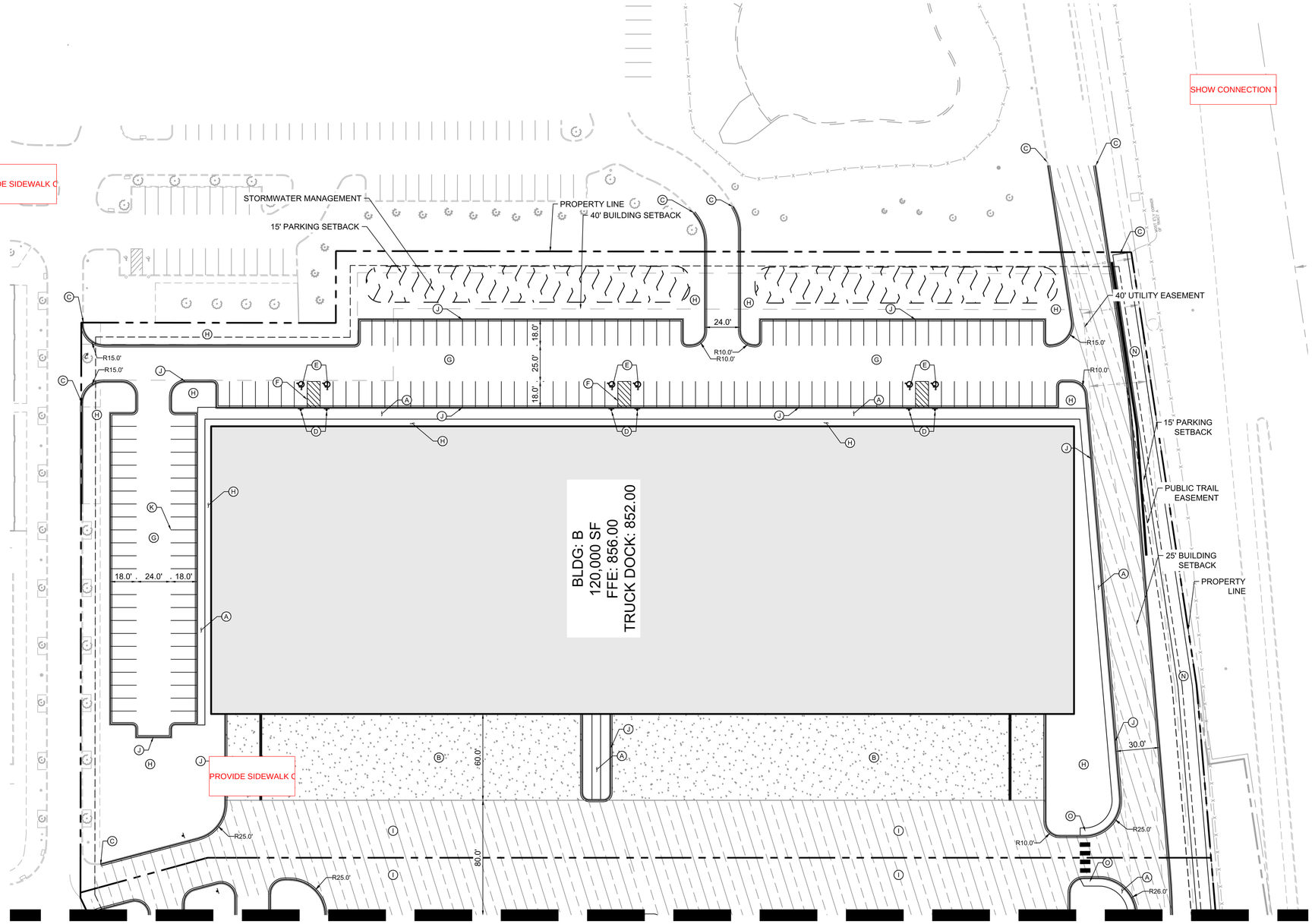
NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SITE PLAN

SHEET NUMBER
C301

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SEE SHEET C301

LEGEND

- PROPERTY LINE
- PROPOSED FENCE
- SETBACK LINE
- RETAINING WALL
- PROPOSED CURB AND GUTTER
- PROPOSED HEAVY DUTY ASPHALT
- PROPOSED STANDARD DUTY ASPHALT
- PROPOSED CONCRETE PAVEMENT
- PROPOSED STORMWATER MANAGEMENT AREA
- PROPOSED CONCRETE SIDEWALK

KEYNOTE LEGEND

A	CONCRETE SIDEWALK
B	CONCRETE PAVEMENT
C	MATCH EXISTING EDGE OF PAVEMENT/ CURB & GUTTER
D	ACCESSIBLE PARKING SIGN
E	ACCESSIBLE PARKING
F	AREA STRIPED WITH 4" SYSL @ 45° 2' O.C.
G	STANDARD DUTY ASPHALT PAVEMENT
H	LANDSCAPE AREA - SEE LANDSCAPE PLANS
I	HEAVY DUTY ASPHALT PAVEMENT
J	B612 CURB & GUTTER (TYP.)
K	4" WIDE PAINTED SOLID LINE, TYP.
L	STOP SIGN
M	PAVEMENT MARKINGS, TYP.
N	BITUMINOUS TRAIL
O	PEDESTRIAN RAMP
P	RIPRAP

NORTH

GRAPHIC SCALE IN FEET
0 20 40 80

PRELIMINARY - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

Kimley»Horn

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767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

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BRIAN M. WURDEMAN
DATE: 05/24/2022 LIC. NO. 53113 MN

KHA PROJECT	160846021
DATE	01/05/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

NORTH 100 BUSINESS PARK

PREPARED FOR

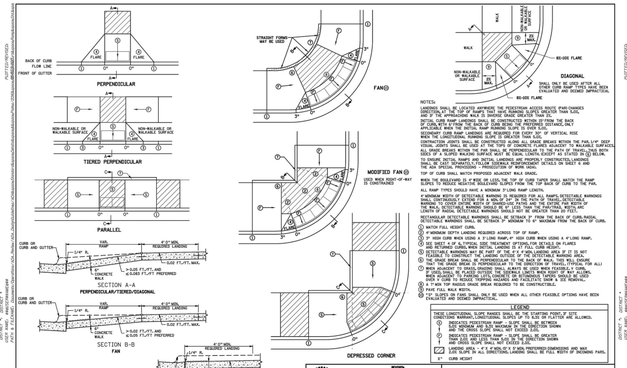
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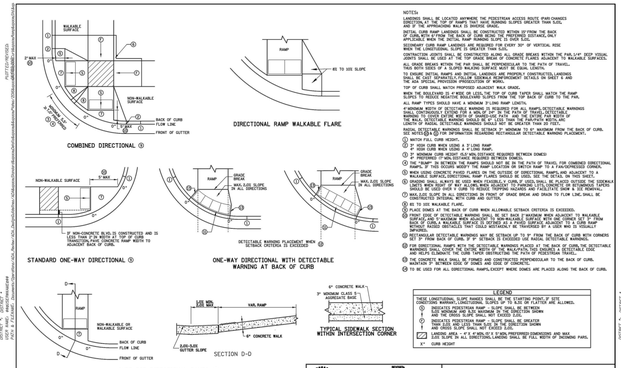
BROOKLYN CENTER MN

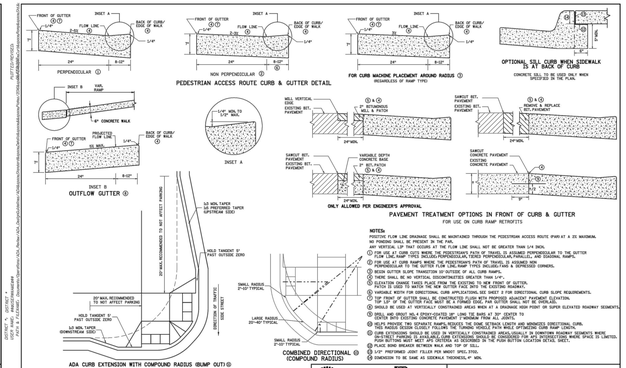
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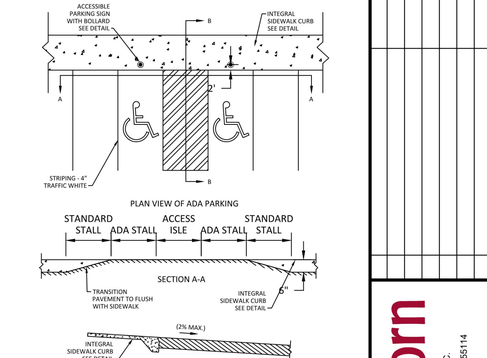
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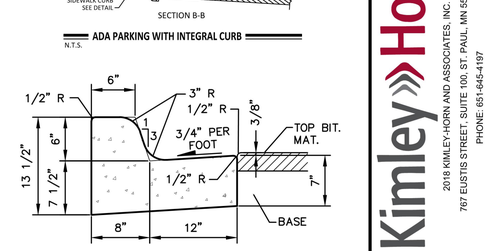
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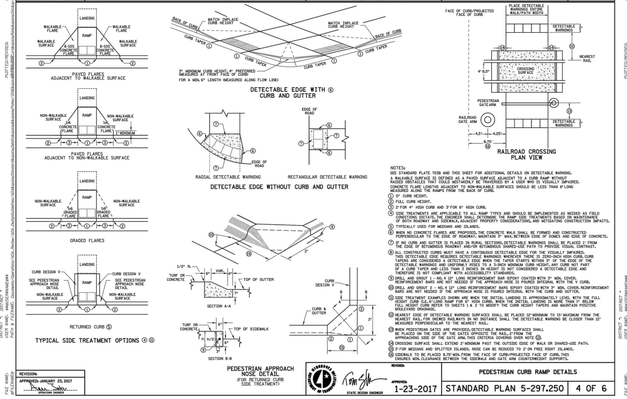


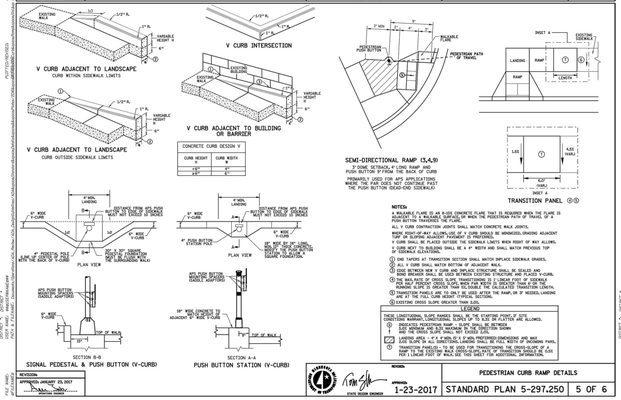


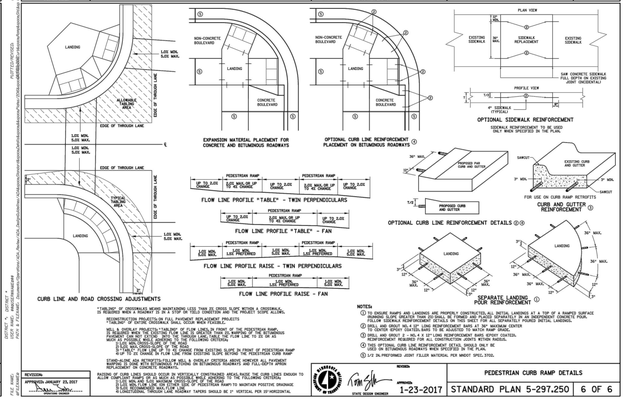


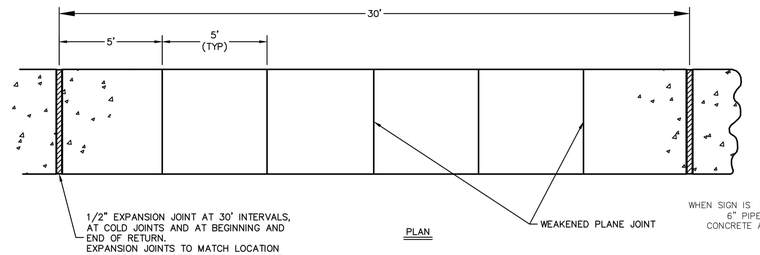


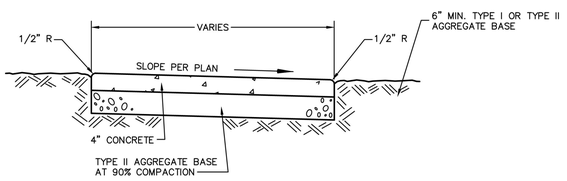
B612 CURB & GUTTER

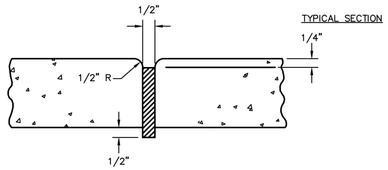


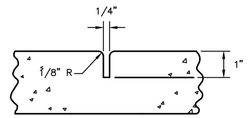






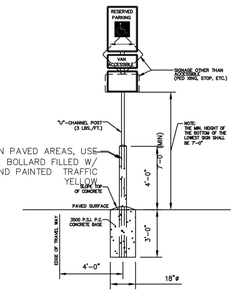


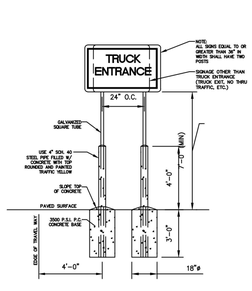




CONCRETE SIDEWALK DETAIL

DETAIL NTS





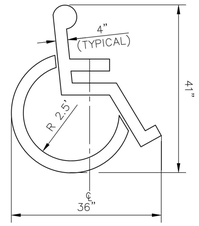
NOTES:
1. ALL SIGNS SHALL COMPLY WITH U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL HIGHWAY ADMINISTRATION'S "MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES", LOCAL CODES AND AS SPECIFIED. MOUNT SIGNS TO POST IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.
2. GALVANIZED SQUARE TUBE

   POST TUBES = 2"x2"x3/16" 12pp
   POST TUBE SHALL MEET ASTM A101 GRADE 50.
   POST TUBE GALVANIZED AS PER ASTM A653 GRADE 90.

NOTES:

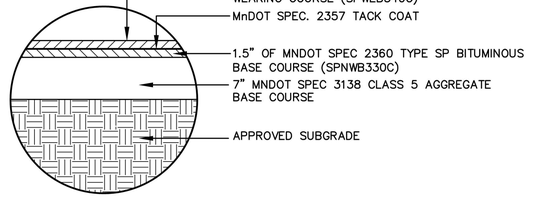
POLE AND SIGN TO BE PROVIDED AND INSTALLED BY GENERAL CONTRACTOR.

ALL SIGNS SHALL COMPLY WITH U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL HIGHWAY ADMINISTRATION'S "MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES", LOCAL CODES AND AS SPECIFIED. MOUNT SIGNS TO POST IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.



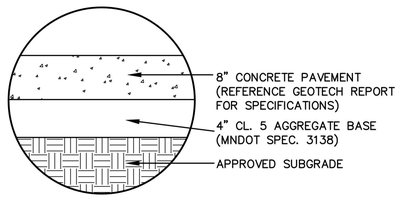
ACCESSIBLE PARKING SYMBOL

N.T.S.



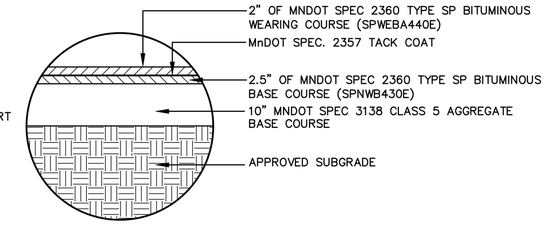
STANDARD DUTY BITUMINOUS

SCALE: NTS



CONCRETE PAVEMENT

SCALE: NTS



HEAVY DUTY BITUMINOUS

SCALE: NTS

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Kimley»Horn
2018 KIMLEY-HORN AND ASSOCIATES, INC.
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

No.	REVISIONS	DATE	BY

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BRIAN M. WURDEMAN
DATE: 05/24/2022
LIC. NO. 53113
MN

KHA PROJECT 160846021
DATE 05/24/2022
SCALE AS SHOWN
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DRAWN BY RAV
CHECKED BY BMW

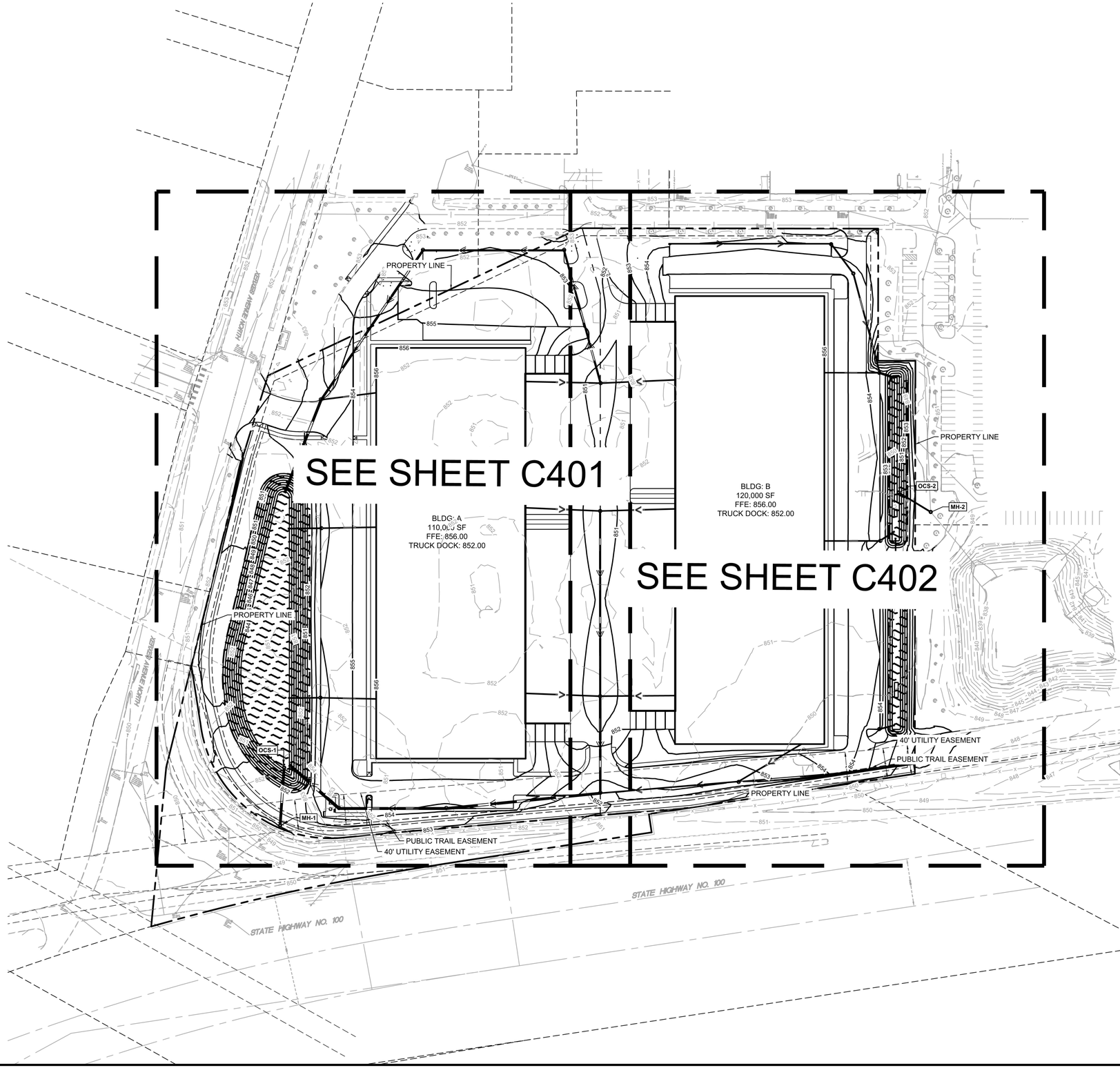
SITE DETAILS

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C303

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LEGEND

- PROPERTY LINE
- EXISTING CONTOUR
- PROPOSED CONTOUR
- PROPOSED STORM MANHOLE (SOLID CASTING)
- PROPOSED STORM MANHOLE (ROUND INLET CASTING)
- PROPOSED STORM MANHOLE/ CATCH BASIN (CURB INLET CASTING)
- PROPOSED STORM SEWER CLENOUT
- PROPOSED FLARED END SECTION
- PROPOSED RIPRAP
- PROPOSED STORM SEWER
- PROPOSED STORM SEWER
- PROPOSED SPOT ELEVATION
- PROPOSED HIGH POINT ELEVATION
- PROPOSED LOW POINT ELEVATION
- PROPOSED GUTTER ELEVATION
- PROPOSED TOP OF CURB ELEVATION
- PROPOSED FLUSH PAVEMENT ELEVATION
- MATCH EXISTING ELEVATION
- PROPOSED EMERGENCY OVERFLOW
- PROPOSED DRAINAGE DIRECTION
- PROPOSED ADA SLOPE

GRADING PLAN NOTES

1. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE CITY OF BROOKLYN CENTER, SPECIFICATIONS AND BUILDING PERMIT REQUIREMENTS.
2. CONTRACTOR TO CALL GOPHER STATE CALL ONE @ <1-800-252-1166> AT LEAST TWO WORKING DAYS PRIOR TO EXCAVATION/CONSTRUCTION FOR UTILITY LOCATIONS.
3. STORM SEWER PIPE SHALL BE AS FOLLOWS:
   RCP PER ASTM C-76
   HDPE: 0" - 10" PER AASHTO M-252
   HDPE: 12" OR GREATER PER ASTM F-2306
   PVC SCH. 40 PER ASTM D-1785
   STORM SEWER FITTINGS SHALL BE AS FOLLOWS:
   RCP PER ASTM C-76, JOINTS PER ASTM C-361, C-990, AND C-443
   HDPE PER ASTM 3212
   PVC PER ASTM D-3034, JOINTS PER ASTM D-3212
4. CONTRACTOR TO FIELD VERIFY THE LOCATIONS AND ELEVATIONS OR EXISTING UTILITIES AND TOPOGRAPHIC FEATURES PRIOR TO THE START OF SITE GRADING. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE PROJECT ENGINEER OF ANY DISCREPANCIES OR VARIATIONS.
5. SUBGRADE EXCAVATION SHALL BE BACKFILLED IMMEDIATELY AFTER EXCAVATION TO HELP OFFSET ANY STABILITY PROBLEMS DUE TO WATER SEEPAGE OR STEEP SLOPES. WHEN PLACING NEW SURFACE MATERIAL ADJACENT TO EXISTING PAVEMENT, THE EXCAVATION SHALL BE BACKFILLED PROMPTLY TO AVOID UNDERMINING OF EXISTING PAVEMENT.
6. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL HORIZONTAL AND VERTICAL CONTROL.
7. CONTRACTOR SHALL EXCAVATE DRAINAGE TRENCHES TO FOLLOW PROPOSED STORM SEWER ALIGNMENTS.
8. GRADES SHOWN ARE FINISHED GRADES. CONTRACTOR SHALL ROUGH GRADE TO SUBGRADE ELEVATION AND LEAVE STREET READY FOR SUBBASE.
9. ALL EXCESS MATERIAL, BITUMINOUS SURFACING, CONCRETE ITEMS, ANY ABANDONED UTILITY ITEMS, AND OTHER UNSTABLE MATERIALS SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE DISPOSED OF OFF THE CONSTRUCTION SITE.
10. REFER TO THE UTILITY PLAN FOR SANITARY SEWER MAIN, WATER MAIN SERVICE LAYOUT AND ELEVATIONS AND CASTING / STRUCTURE NOTATION.
11. CONTRACTOR IS RESPONSIBLE FOR CONSTRUCTION OF PAVEMENTS AND CURB AND GUTTER WITH SMOOTH UNIFORM SLOPES TO PROVIDE POSITIVE DRAINAGE.
12. INSTALL A MINIMUM OF <4" CLASS 5> AGGREGATE BASE UNDER CURB AND GUTTER AND CONCRETE SIDEWALKS.
13. UPON COMPLETION OF EXCAVATION AND FILLING, CONTRACTOR SHALL RESTORE ALL STREETS AND DISTURBED AREAS ON SITE. ALL DISTURBED AREAS SHALL BE RE-VEGETATED WITH A MINIMUM OF <4" OF TOPSOIL>.
14. ALL SPOT ELEVATIONS/CONTOURS ARE TO GUTTER / FLOW LINE UNLESS OTHERWISE NOTED.
15. GRADING FOR ALL SIDEWALKS AND ACCESSIBLE ROUTES INCLUDING CROSSING DRIVEWAYS SHALL CONFORM TO CURRENT ADA STATE/NATIONAL STANDARDS. IN NO CASE SHALL ACCESSIBLE RAMP SLOPES EXCEED 1 VERTICAL TO 12 HORIZONTAL. IN NO CASE SHALL SIDEWALK CROSS SLOPES EXCEED 2%. IN NO CASE SHALL LONGITUDINAL SIDEWALK SLOPES EXCEED 5%, IN NO CASE SHALL ACCESSIBLE PARKING STALLS OR AISLES EXCEED 2% (1.5% TARGET) IN ALL DIRECTIONS. SIDEWALK ACCESS TO EXTERNAL BUILDING DOORS AND GATES SHALL BE ADA COMPLIANT. CONTRACTOR SHALL NOTIFY ENGINEER IMMEDIATELY IF ADA CRITERIA CANNOT BE MET IN ANY LOCATION PRIOR TO PAVING. NO CONTRACTOR CHANGE ORDERS WILL BE ACCEPTED FOR A.D.A COMPLIANCE ISSUES.
16. MAINTAIN A MINIMUM OF 0.5% GUTTER SLOPE TOWARDS LOW POINTS.
17. CONTRACTOR TO PROVIDE 3" INSULATION BY 5' WIDE CENTERED ON STORM PIPE IF LESS THAN 4' OF COVER IN PAVEMENT AREAS AND LESS THAN 3' OF COVER IN LANDSCAPE AREAS.
18. ROOF DRAIN INVERT CONNECTIONS AT THE BUILDING SHALL BE AT ELEVATION SHOWN OR LOWER UNLESS NOTED OTHERWISE. REFERENCE MEP PLANS FOR ROOF DRAIN CONNECTION.
19. ALL STORM SEWER CONNECTIONS SHALL BE GASKETED AND WATER TIGHT INCLUDING MANHOLE CONNECTIONS.
20. ALL STORM SEWER PIPE SHALL BE AIR TESTED IN ACCORDANCE WITH THE CURRENT PLUMBING CODE.
21. MAINTAIN A MINIMUM OF 1.25% SLOPE IN BITUMINOUS PAVEMENT AREAS, 0.5% SLOPE IN CONCRETE PAVEMENT AREAS.
22. CONTRACTOR SHALL REVIEW PAVEMENT GRADIENT AND CONSTRUCT "INFALL CURB" WHERE PAVEMENT DRAINS TOWARD GUTTER, AND "OUTFALL" CURB WHERE PAVEMENT DRAINS AWAY FROM GUTTER.

NORTH

GRAPHIC SCALE IN FEET
0 35 70 140

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KHA PROJECT	
160846021	
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

OVERALL GRADING PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C400

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SEE SHEET C402

BLDG: A
110,000 SF
FFE: 856.00
TRUCK DOCK: 852.00

PROPERTY LINE

XERXES AVENUE NORTH

PUBLIC TRAIL EASEMENT
40' UTILITY EASEMENT

FILTRATION BASIN 1
BOT: 843.50
24" SAND IE: 841.50
100-YR HWL: 848.94

PROVIDE SPOT ELEVA

SHOW EXISTING ELEV

The Legend has two diff

LABEL ALL HP AND LP

LABEL EOF LOCATION

LEGEND

- PROPERTY LINE
- EXISTING CONTOUR
- PROPOSED CONTOUR
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- PROPOSED STORM MANHOLE (ROUND INLET CASTING)
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- PROPOSED ADA SLOPE

GRAPHIC SCALE IN FEET
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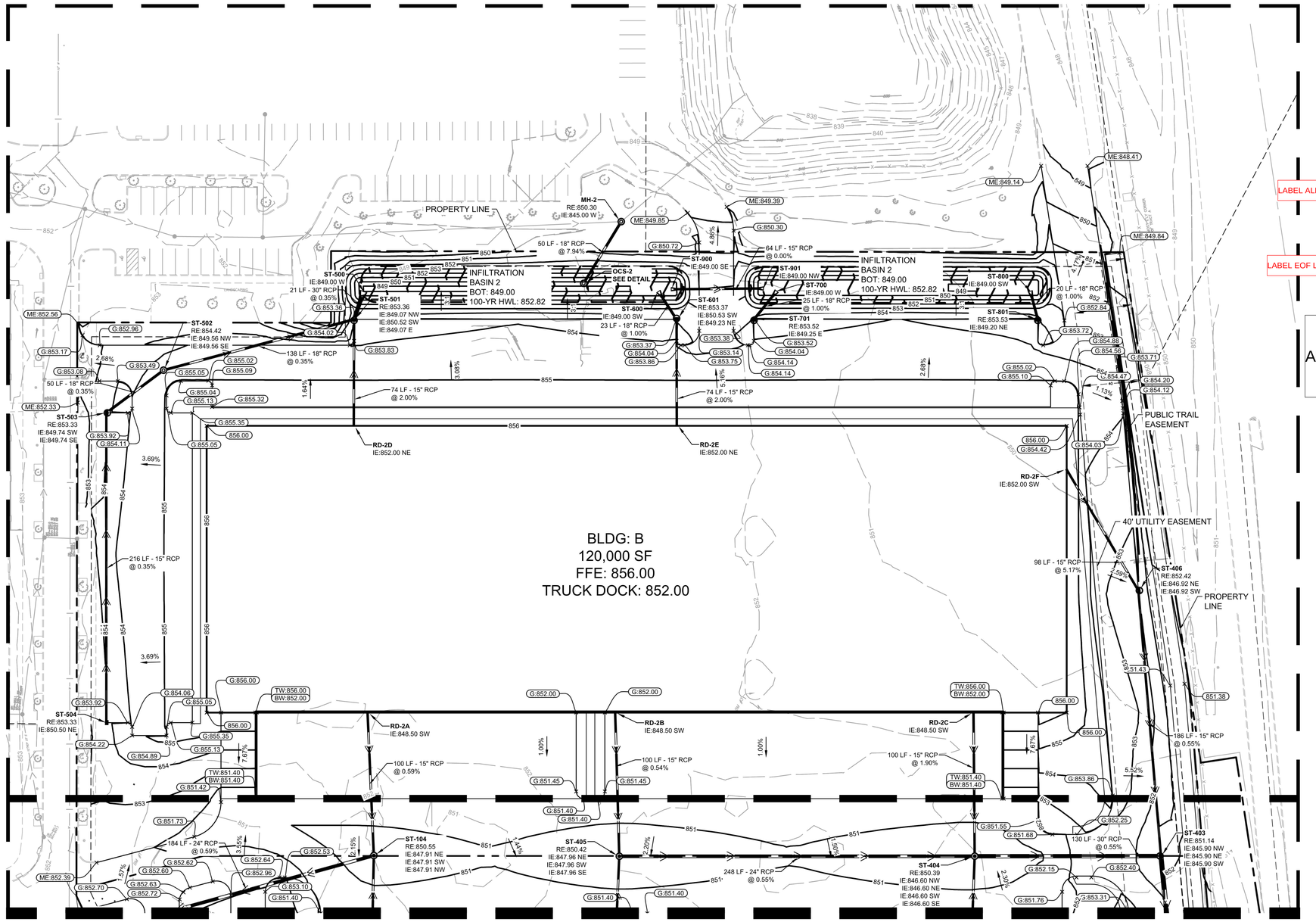
GRADING PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C401

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SEE SHEET C401

LEGEND

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- PROPOSED STORM MANHOLE (ROUND INLET CASTING)
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- PROPOSED TOP OF CURB ELEVATION
- PROPOSED FLUSH PAVEMENT ELEVATION
- MATCH EXISTING ELEVATION
- PROPOSED EMERGENCY OVERFLOW
- PROPOSED DRAINAGE DIRECTION
- PROPOSED ADA SLOPE

LABEL ALL HP AND LP

LABEL EOF LOCATION

ADD SPOT ELEVA

GRAPHIC SCALE IN FEET
0 20 40 80

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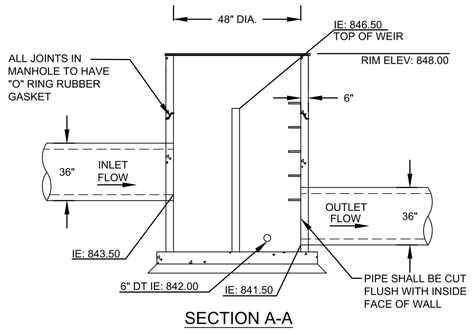
BRIAN M. WURDEMAN
MN
DATE: 05/24/2022
LIC. NO. 53113

KHA PROJECT 160846021
DATE 05/24/2022
SCALE AS SHOWN
DESIGNED BY RAV
DRAWN BY RAV
CHECKED BY BMW

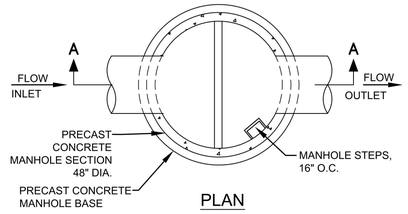
GRADING PLAN

NORTH 100
BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C402



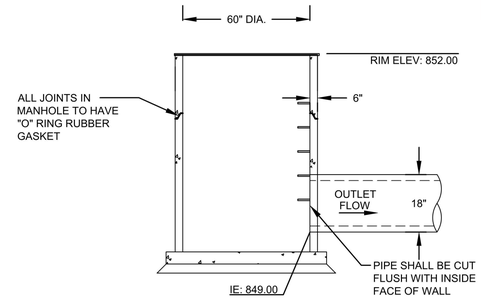
SECTION A-A



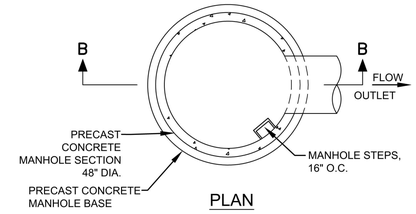
PLAN

OUTLET CONTROL STRUCTURE 1 (OCS-1)

Doesn't match HydroCA

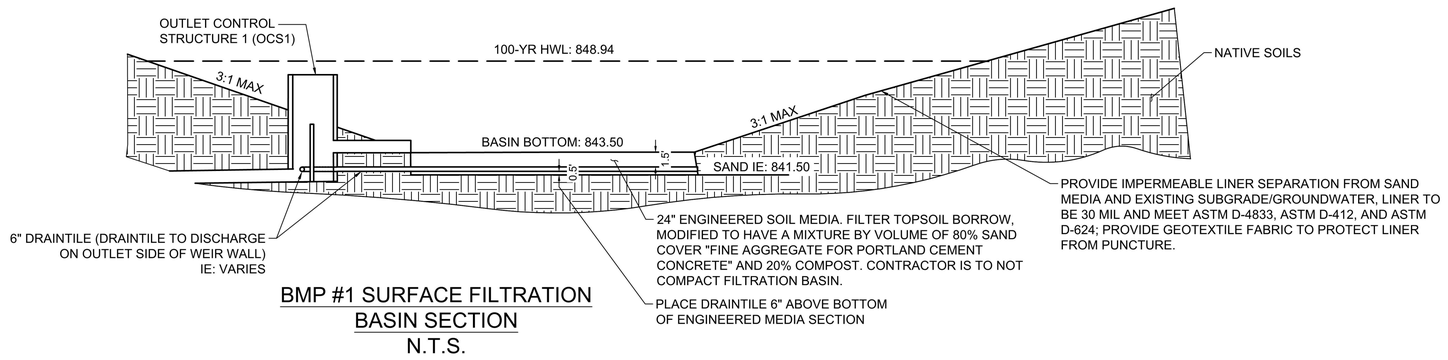


SECTION B-B



PLAN

OUTLET CONTROL STRUCTURE 2 (OCS-2)



BMP #1 SURFACE FILTRATION BASIN SECTION

N.T.S.

No.	REVISIONS	DATE	BY

Kimley»Horn
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DATE	05/24/2022
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DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

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NORTH 100 BUSINESS PARK

PREPARED FOR

SCANNELL PROPERTIES

BROOKLYN CENTER MN

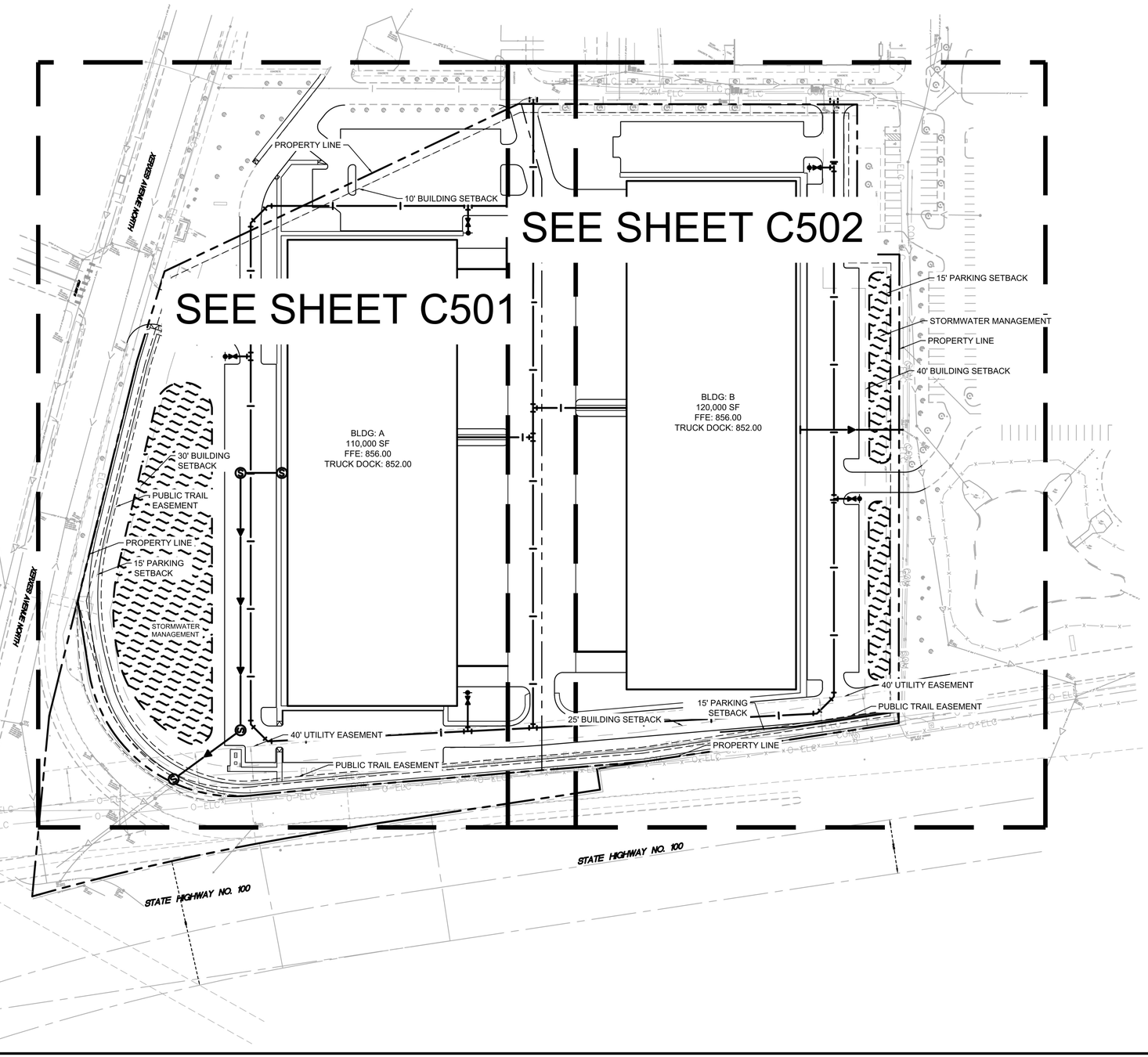
GRADING DETAILS

SHEET NUMBER
C403

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LEGEND

EXISTING	PROPOSED	
		GATE VALVE
		HYDRANT
		REDUCER
		TEE
		SANITARY SEWER MANHOLE
		SANITARY CLEANOUT
		WATERMAIN
		SANITARY SEWER
		STORM SEWER
		STORM SEWER
ELC	ELC	UNDERGROUND ELECTRIC
COM	COM	TELEPHONE
GAS	GAS	GAS MAIN

UTILITY PLAN NOTES

1. ALL FILL MATERIAL IS TO BE IN PLACE, AND COMPACTED BEFORE INSTALLATION OF PROPOSED UTILITIES.
2. SANITARY SEWER PIPE SHALL BE AS FOLLOWS:
   8" PVC SDR35 PER ASTM D-3034, FOR PIPES LESS THAN 12' DEEP
   8" PVC SDR26 PER ASTM D-3034, FOR PIPES MORE THAN 12' DEEP
   6" PVC SCHEDULE 40 PER ASTM D-1785
   DUCTILE IRON PIPE PER AWWA C150
3. WATER LINES SHALL BE AS FOLLOWS:
   6" AND LARGER, PVC C-900 PER ASTM D 2241
   CLASS 200 UNDER COUNTY ROADS, OTHERWISE CLASS 150
   4" AND LARGER DUCTILE IRON PIPE PER AWWA C150
   SMALLER THAN 3" PIPING SHALL BE COPPER TUBE TYPE "K" PER
   ANSI 816.22 OR PVC, 200 P.S.I., PER ASTM D1784 AND D2241.
4. MINIMUM TRENCH WIDTH SHALL BE 2 FEET.
5. ALL WATER JOINTS ARE TO BE MECHANICAL JOINTS WITH RESTRAINTS SUCH AS THRUST BLOCKING, WITH STAINLESS STEEL OR COBALT BLUE BOLTS, OR AS INDICATED IN THE CITY SPECIFICATIONS AND PROJECT DOCUMENTS.
6. ALL UTILITIES SHOULD BE KEPT TEN (10') APART (PARALLEL) OR WHEN CROSSING 18" VERTICAL CLEARANCE (OUTSIDE EDGE OF PIPE TO OUTSIDE EDGE OF PIPE OR STRUCTURE).
7. CONTRACTOR SHALL MAINTAIN A MINIMUM OF 7'-5" COVER ON ALL WATERLINES.
8. IN THE EVENT OF A VERTICAL CONFLICT BETWEEN WATER LINES, SANITARY LINES, STORM LINES AND GAS LINES, OR ANY OBSTRUCTION (EXISTING AND PROPOSED), THE SANITARY LINE SHALL BE SCH. 40 OR C900 WITH MECHANICAL JOINTS AT LEAST 10 FEET ON EITHER SIDE OF THE CENTER LINE OF THE CROSSING. THE WATER LINE SHALL HAVE MECHANICAL JOINTS WITH APPROPRIATE FASTENERS AS REQUIRED TO PROVIDE A MINIMUM OF 18" VERTICAL SEPARATION. MEETING REQUIREMENTS OF ANSI A21.10 OR ANSI 21.11 (AWWA C-151) (CLASS 50).
9. LINES UNDERGROUND SHALL BE INSTALLED, INSPECTED AND APPROVED BEFORE BACKFILLING.
10. TOPS OF MANHOLES SHALL BE RAISED AS NECESSARY TO BE FLUSH WITH PROPOSED PAVEMENT ELEVATIONS, AND TO BE ONE FOOT ABOVE FINISHED GROUND ELEVATIONS, IN GREEN AREAS, WITH WATERTIGHT LIDS.
11. ALL CONCRETE FOR ENCASEMENTS SHALL HAVE A MINIMUM 28 DAY COMPRESSION STRENGTH AT 3000 P.S.I.
12. EXISTING UTILITIES SHALL BE VERIFIED IN FIELD PRIOR TO INSTALLATION OF ANY NEW LINES.
13. REFER TO INTERIOR PLUMBING DRAWINGS FOR TIE-IN OF ALL UTILITIES.
14. CONTRACTOR IS RESPONSIBLE FOR COMPLYING TO THE SPECIFICATIONS OF THE CITY OF BROOKLYN CENTER AND/OR STATE OF MN WITH REGARDS TO MATERIALS AND INSTALLATION OF THE WATER AND SEWER LINES.
15. THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES, AND WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE APPROPRIATE UTILITY COMPANIES AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.
16. CONTRACTOR IS RESPONSIBLE FOR ALL NECESSARY INSPECTIONS AND/OR CERTIFICATIONS REQUIRED BY CODES AND/OR UTILITY SERVICE COMPANIES.
17. CONTRACTOR SHALL COORDINATE WITH ALL UTILITY COMPANIES FOR INSTALLATION REQUIREMENTS AND SPECIFICATIONS.
18. CONTRACTOR SHALL REFERENCE ARCH / MEP PLANS FOR SITE LIGHTING AND ELECTRICAL PLAN.
19. BACKFLOW DEVICES (DDCV AND PRZ ASSEMBLIES) AND METERS ARE LOCATED IN THE INTERIOR OF THE BUILDING. REF. ARCH / MEP PLANS.
20. ALL ONSITE WATERMAINS AND SANITARY SEWERS SHALL BE PRIVATELY OWNED AND MAINTAINED.
21. ALL WATERMAIN STUBOUTS SHALL BE MECHANICALLY RESTRAINED WITH REACTION BLOCKING.

NORTH

GRAPHIC SCALE IN FEET
0 35 70 140

PRELIMINARY - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

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BRIAN M. WURDEMAN
DATE: 05/24/2022 LIC. NO. 53113 MN

KHA PROJECT 160845021			
DATE	05/24/2022		
SCALE	AS SHOWN		
DESIGNED BY	RAV	DOWN	
DRAWN BY	RAV	RAV	
CHECKED BY	BMW	RAV	
		BMW	DATE:

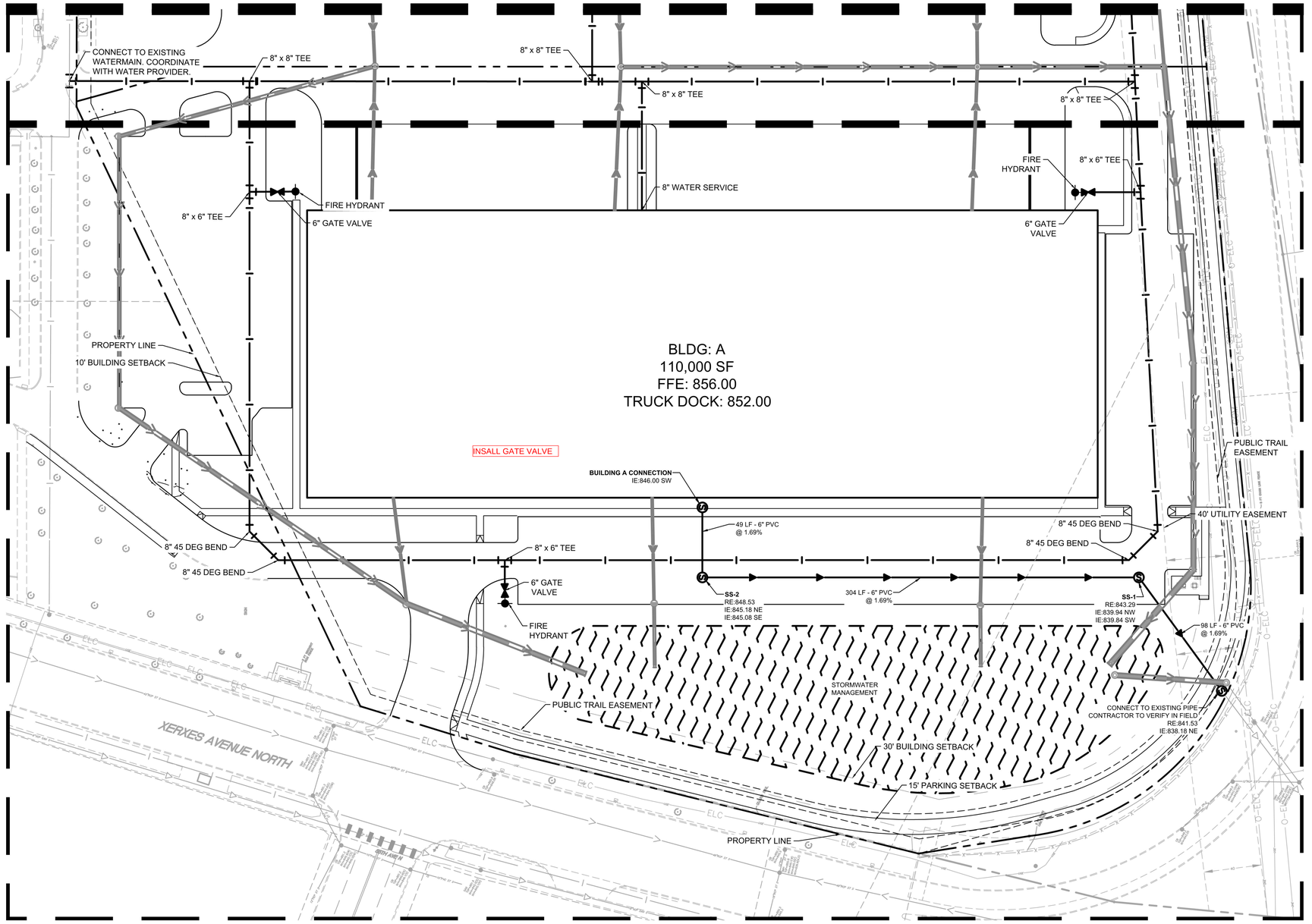
OVERALL UTILITY PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C500

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SEE SHEET C502



LEGEND

EXISTING	PROPOSED	
		GATE VALVE
		HYDRANT
		REDUCER
		TEE
		SANITARY SEWER MANHOLE
		SANITARY CLEANOUT
		WATERMAIN
		SANITARY SEWER
		STORM SEWER
		STORM SEWER
ELC	ELC	UNDERGROUND ELECTRIC
COM	COM	TELEPHONE
GAS	GAS	GAS MAIN

Show any watermain offset locations.Install h

GRAPHIC SCALE IN FEET
0 20 40 80

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CHECKED BY	BMW

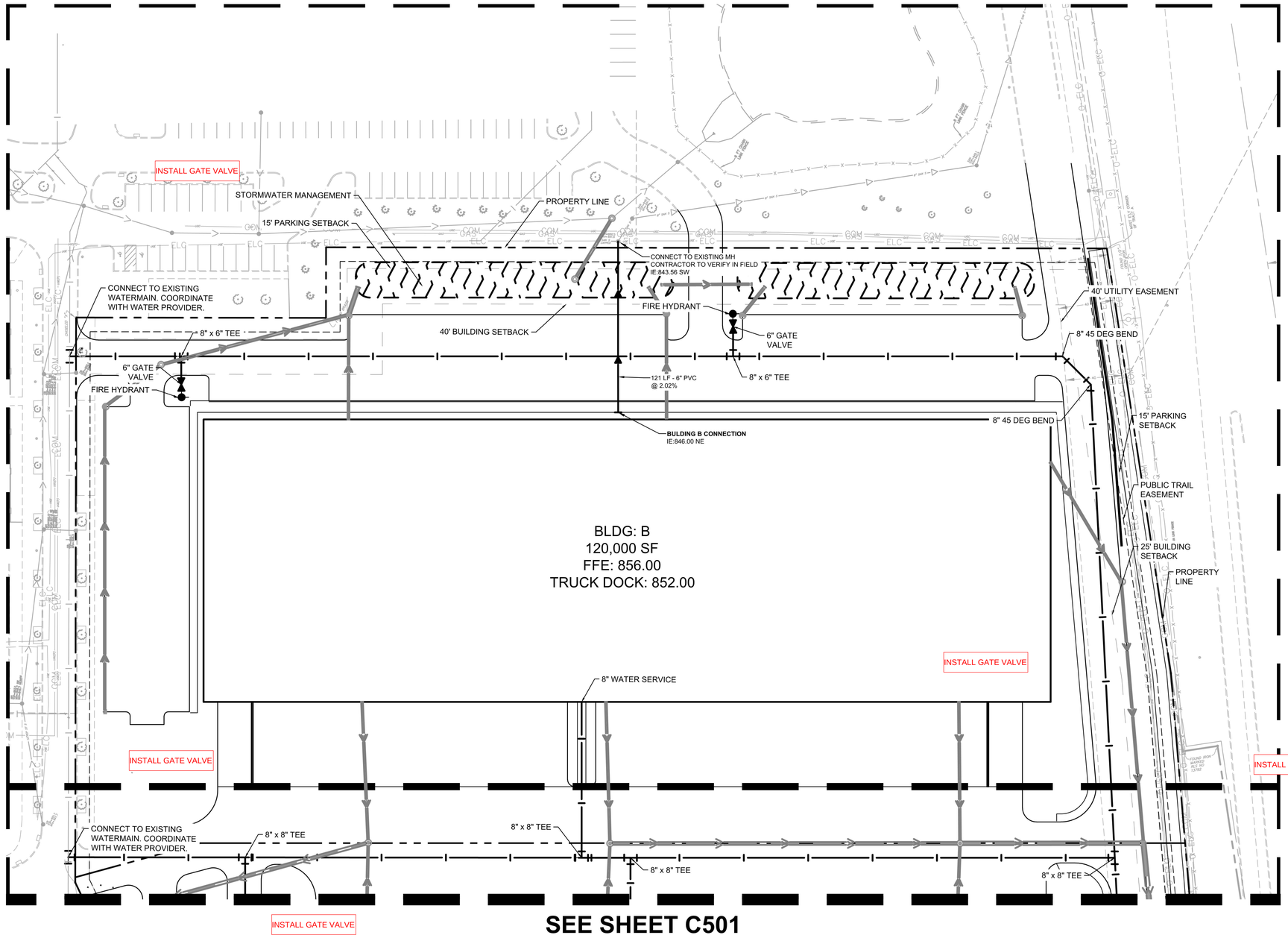
UTILITY PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C501

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LEGEND

EXISTING	PROPOSED	
		GATE VALVE
		HYDRANT
		REDUCER
		TEE
		SANITARY SEWER MANHOLE
		SANITARY CLEANOUT
		WATERMAIN
		SANITARY SEWER
		STORM SEWER
		STORM SEWER
ELC	ELC	UNDERGROUND ELECTRIC
COM	COM	TELEPHONE
GAS	GAS	GAS MAIN

Show any watermain offset locations.Install h

GRAPHIC SCALE IN FEET
0 20 40 80

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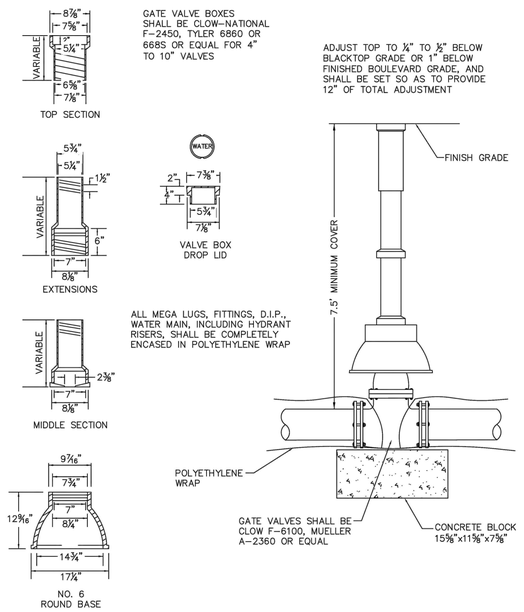
KHA PROJECT	160846021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

UTILITY PLAN

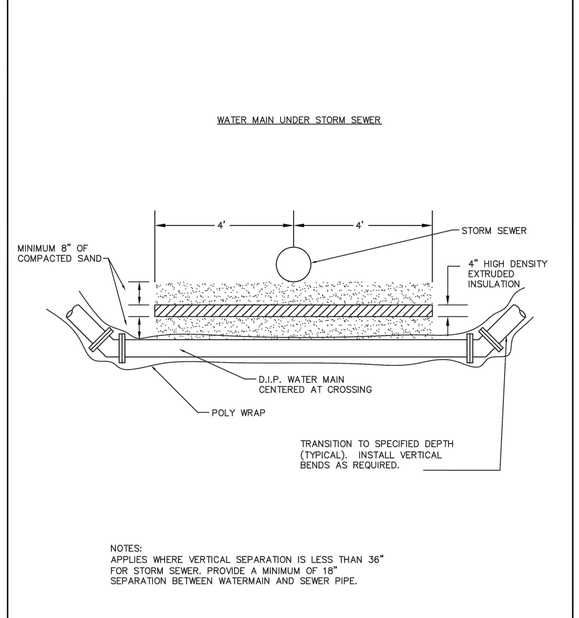
NORTH 100
BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES MN
BROOKLYN CENTER

SHEET NUMBER
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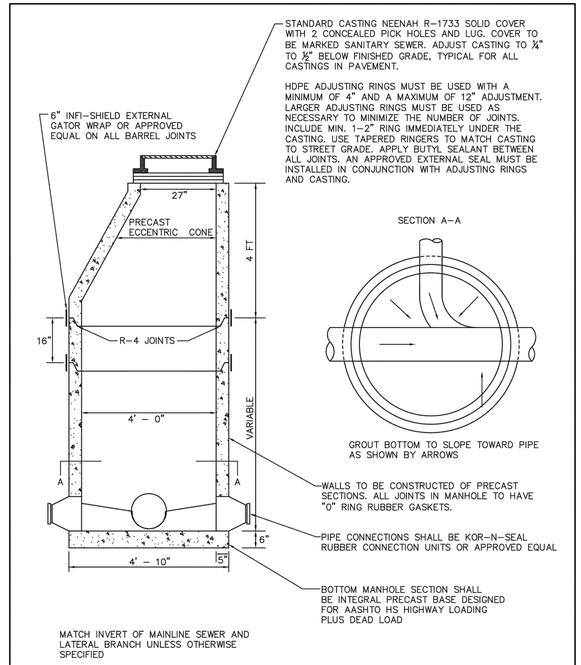
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PUBLIC WORKS DEPARTMENT	GATE VALVE AND BOX	REV. 03/2018
	APPROVED: CITY ENGINEER	STANDARD PLATE 102

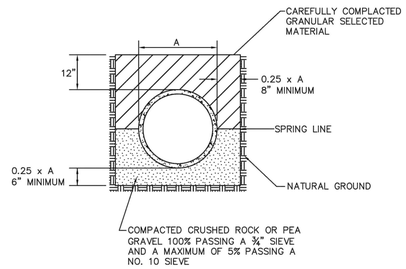


PUBLIC WORKS DEPARTMENT	WATER MAIN–STORM SEWER CROSSING INSULATION	REV. 03/2018
	APPROVED: CITY ENGINEER	STANDARD PLATE 104

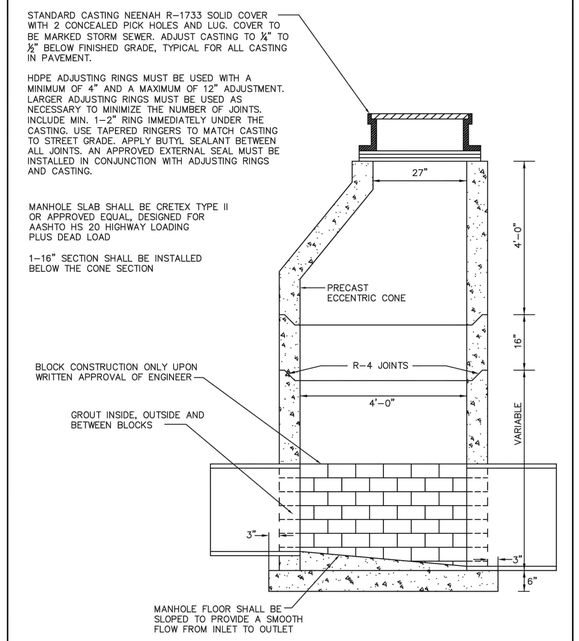


PUBLIC WORKS DEPARTMENT	MANHOLE (SANITARY SEWER)	REV. 03/2018
	APPROVED: CITY ENGINEER	STANDARD PLATE 201

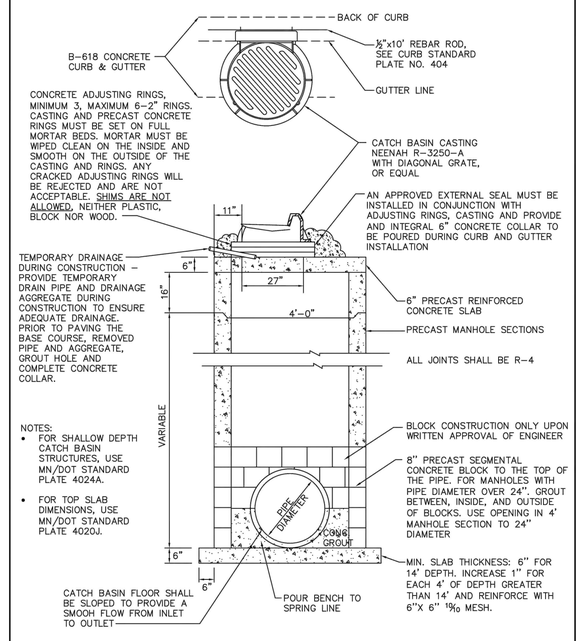
ADD CITY HYDRAN



PUBLIC WORKS DEPARTMENT	PIPE BEDDING CLASSIFICATION B	REV. 03/2018
	APPROVED: CITY ENGINEER	STANDARD PLATE 220



PUBLIC WORKS DEPARTMENT	STANDARD STORM MANHOLE	REV. 03/2018
	APPROVED: CITY ENGINEER	STANDARD PLATE 301



PUBLIC WORKS DEPARTMENT	CATCH BASIN MANHOLE	REV. 03/2018
	APPROVED: CITY ENGINEER	STANDARD PLATE 304

No.	REVISIONS	DATE	BY

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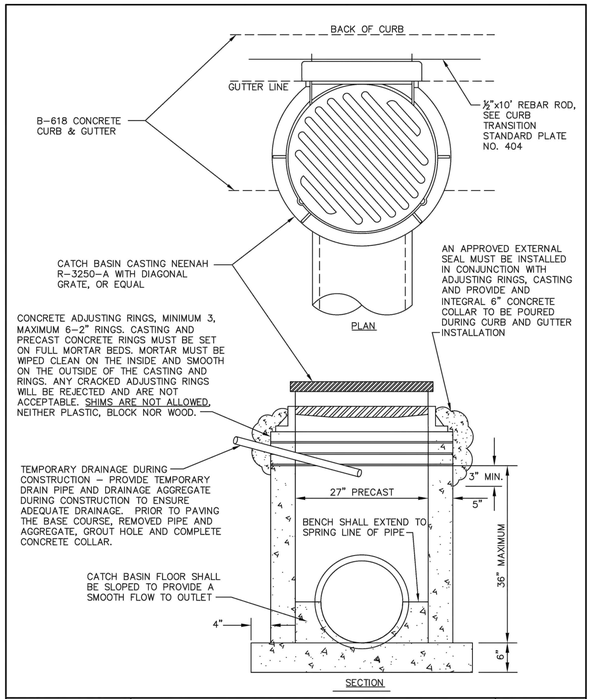
UTILITY DETAILS

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

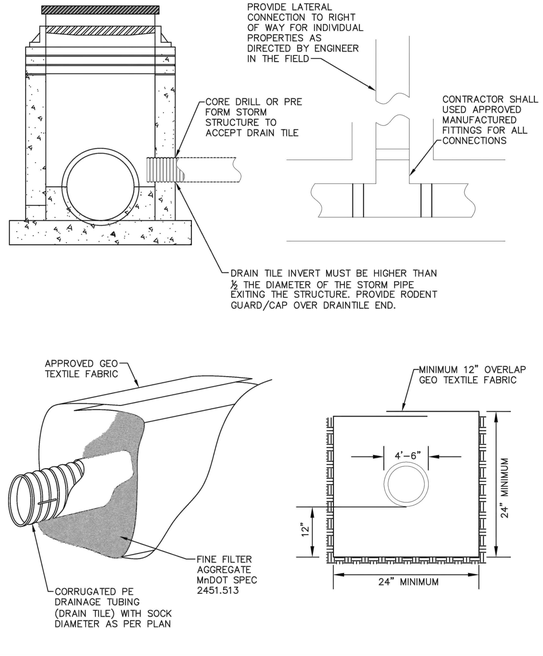
SHEET NUMBER
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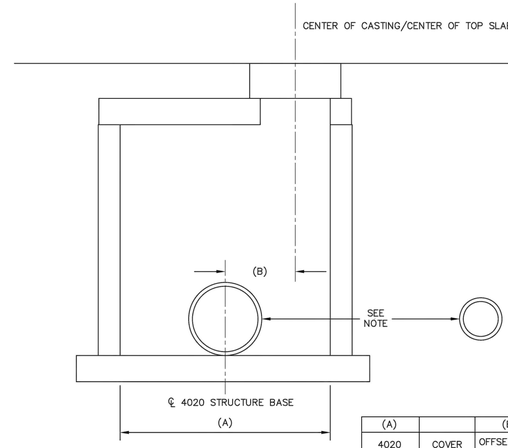
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CENTER BY DESIGN PUBLIC WORKS DEPARTMENT	SINGLE PIPE CATCH BASIN TYPE A ROUND APPROVED: CITY ENGINEER	REV. 03/2018 STANDARD PLATE 306



CENTER BY DESIGN PUBLIC WORKS DEPARTMENT	DRAIN TILE INSTALLATION APPROVED: CITY ENGINEER	REV. 03/2018 STANDARD PLATE 311



NOTE: POSITION/ROTATE 4020 STRUCTURE TO MAXIMIZE SEPARATION BETWEEN STORM SEWER PIPE AND SANITARY OR WATER MAIN. IF THE ADJACENT UTILITY SEPARATION IS ADEQUATE, THE LARGE PORTION OF THE STRUCTURE SHOULD BE LOCATED BEHIND THE CURB AT THE OUTSIDE OF THE ROADWAY.

(A) 4020 DIAMETER (IN.)	COVER DIAMETER (IN.)	(B) OFFSET FOR 27-IN. OPENING (FT.)
48	58	0.79
54	65	1.08
60	72	1.29
66	79	1.58
72	86	1.79
78	93	2.08
84	100	2.29
90	107	2.58
96	114	2.88
102	121	3.17
108	126	3.29
120	140	3.79

CENTER BY DESIGN PUBLIC WORKS DEPARTMENT	STAKING DETAIL – XX 4020 STRUCTURE APPROVED: CITY ENGINEER	REV. 03/2018 STANDARD PLATE 312

No.	REVISIONS	DATE	BY

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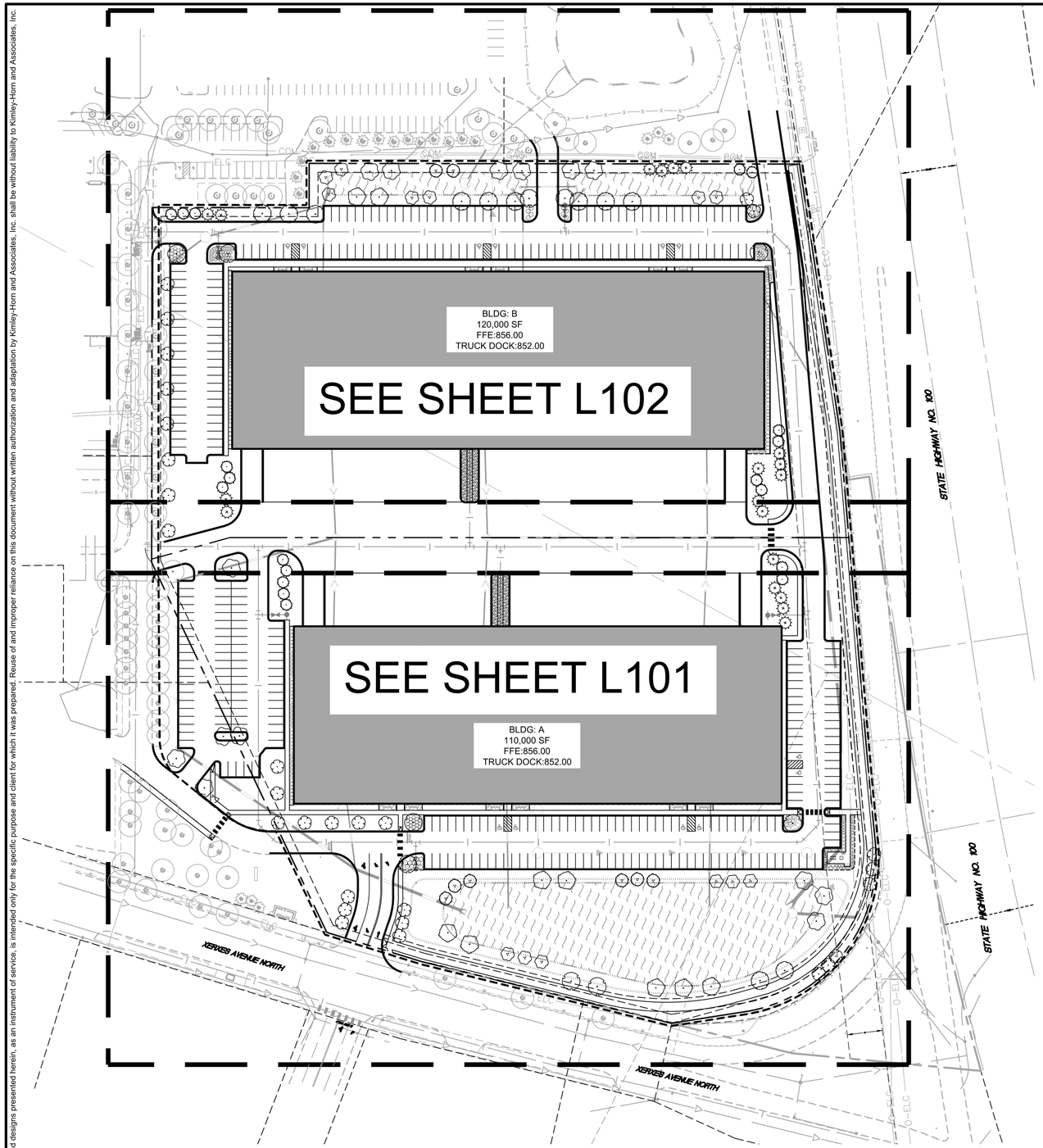
KHA PROJECT	160846021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

PRELIMINARY - NOT FOR CONSTRUCTION

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

UTILITY DETAILS

SHEET NUMBER
C604



LANDSCAPE LEGEND

- EXISTING DECIDUOUS TREE (TYP.)
- EXISTING CONIFEROUS TREE (TYP.)
- EXISTING SHRUB (TYP.)
- EDGER (TYP.)
- APPROXIMATE LIMITS OF SOD / IRRIGATION, SOD ALL DISTURBED AREAS (TYP.)
- SEED/ SOD EDGE (TYP.)
- ROCK MULCH (TYP.)

LANDSCAPE REQUIREMENTS

LANDSCAPE POINTS CATEGORY: LIGHT INDUSTRIAL
SITE AREA: 15.3 AC
LANDSCAPE POINTS REQUIRED: 915 POINTS = (2 AC @ 75 POINTS) + (10 AC @ 60 POINTS) + (3.3 AC @ 50 POINTS)
915 POINTS = 150 POINTS + 600 POINTS + 165 POINTS

LANDSCAPE POINTS PROVIDED		
CATEGORY	POINTS PROVIDED	% TOTAL POINTS
SHADE TREES	440 = 44 TREES AT 10 POINTS EACH	48% (50% MAX. ALLOWED)
CONIFEROUS TREES	228 = 38 TREES AT 6 POINTS EACH	25% (40% MAX. ALLOWED)
DECORATIVE TREES	75 = 50 TREES AT 1.5 POINTS EACH	8% (35% MAX. ALLOWED)
SHRUBS	172 = 344 SHRUBS AT 0.5 POINTS EACH	19% (25% MAX. ALLOWED)
TOTAL PROVIDED:	915 POINTS	100%

PLANT SCHEDULE

CONIFEROUS TREE	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT	CAL/SIZE
	BHS	19	PICEA DENSATA	BLACK HILLS SPRUCE	B & B	
	WHP	19	PINUS STROBUS	WHITE PINE	B & B	6` HT.
ORNAMENTAL TREE	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**CONT**	**CAL/SIZE**
	PRC	29	MALUS IOENSIS `PRAIRIE ROSE`	PRAIRIE ROSE CRABAPPLE	B & B	1.5" CAL.
	QUA	8	POPULUS TREMULOIDES	QUAKING ASPEN CLUMP	B & B	2" CAL.
	RVB	13	BETULA NIGRA	RIVER BIRCH CLUMP	B & B	
OVERSTORY TREE	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**CONT**	**CAL/SIZE**
	ABM	11	ACER X FREEMANII `AUTUMN BLAZE`	AUTUMN BLAZE MAPLE	B & B	2.5" CAL.
	CHB	10	CELTIS OCCIDENTALIS	COMMON HACKBERRY	B & B	2.5" CAL.
	NAH	9	GLEDITSIA TRIACANTHOS INERMIS 'HARVE' TM	NORTHERN ACCLAIM HONEY LOCUST	B & B	2.5" CAL.
	SWO	14	QUERCUS BICOLOR	SWAMP WHITE OAK	B & B	2.5" CAL.
CONIFEROUS SHRUBS	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**CONT**	**SPACING**
	SGJ	51	JUNIPERUS CHINENSIS `SEA GREEN`	SEA GREEN JUNIPER	#5 CONT.	5` O.C.
	TTY	24	TAXUS X MEDIA `TAUNTONII`	TAUTON YEW	#5 CONT.	5` O.C.
DECIDUOUS SHRUBS	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**CONT**	**SPACING**
	ABH	44	HYDRANGEA ARBORESCENS 'ANNABELLE'	ANNABELLE HYDRANGEA	#5 CONT.	4` O.C.
	AFD	14	CORNUS SERICEA `ARCTIC FIRE'	ARCTIC FIRE DOGWOOD	#5 CONT.	5` O.C.
	GLS	25	RHUS AROMATICA `GRO-LOW`	GRO-LOW FRAGRANT SUMAC	#5 CONT.	5` O.C.
	MCS	60	SPIRAEA JAPONICA 'MAGIC CARPET'	MAGIC CARPET SPIREA	#5 CONT.	2` O.C.
	SFS	69	SORBARIA SORBIFOLIA 'SEM'	SEM ASH LEAF SPIREA	#5 CONT.	3` O.C.
	TWN	57	PHYSOCARPUS OPULIFOLIUS 'SMPOTW'	TINY WINE NINEBARK	#5 CONT.	4` O.C.
PERENNIALS	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**CONT.**	**SPACING**
	AJS	210	SEDUM X `AUTUMN JOY`	AUTUMN JOY SEDUM	#1 CONT.	20" O.C.
	BES	171	RUDBECKIA FULGIDA `GOLDSTURM`	BLACK-EYED SUSAN	#1 CONT.	20" O.C.
	SDD	34	HEMEROCALLIS X `STELLA DE ORO`	STELLA DE ORO DAYLILY	#1 CONT.	18" O.C.

No.	REVISIONS	DATE	BY

Kimley»Horn
2018 KIMLEY-HORN AND ASSOCIATES, INC.
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
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WWW.KIMLEY-HORN.COM

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 LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

KATHERINE M. LEISE, PLA
MN
DATE: 05/24/2022 LIC. NO. 58869

KHA PROJECT	160846021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	KML
DRAWN BY	KML
CHECKED BY	KML

PRELIMINARY - NOT FOR CONSTRUCTION

OVERALL LANDSCAPE PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

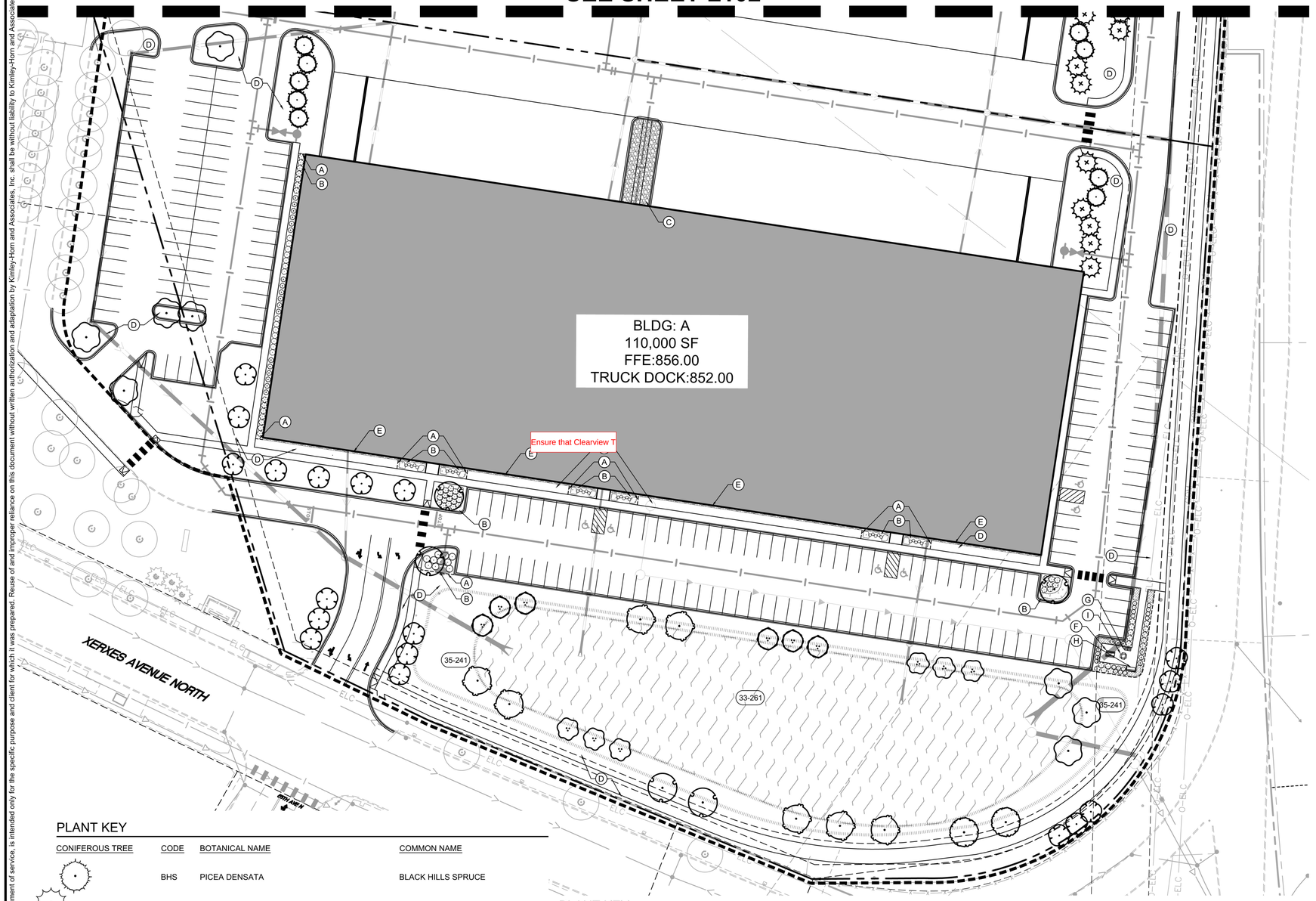
SHEET NUMBER
L100

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SEE SHEET L102



LANDSCAPE LEGEND

- EXISTING DECIDUOUS TREE (TYP.)
- EXISTING CONIFEROUS TREE (TYP.)
- EXISTING SHRUB (TYP.)
- EDGER (TYP.)
- APPROXIMATE LIMITS OF SOD / IRRIGATION, SOD ALL DISTURBED AREAS (TYP.)
- SEED/ SOD EDGE (TYP.)
- ROCK MULCH (TYP.)

LANDSCAPE KEYNOTES (A)

- (A) EDGER (TYP.)
- (B) DOUBLE SHREDDED HARDWOOD MULCH (TYP.)
- (C) ROCK MULCH (TYP.)
- (D) SOD (TYP.)
- (E) MAINTENANCE STRIP (TYP.)
- (F) PICNIC TABLE - SEE DETAIL 1 SHEET L104
- (G) TRASH AND RECYCLING RECEPTACLES - SEE DETAIL 2 SHEET L104
- (H) BENCH - SEE DETAIL 3 SHEET L104
- (I) BISTRO TABLE AND CHAIRS - SEE DETAILS 4 AND 5 SHEET L104

SEEDING KEYNOTES (22-112)

- (33-261) SEED WITH MNDOT 33-261: STORMWATER SOUTH & WEST SEED MIX (TYP.)
- (35-241) SEED WITH MNDOT 35-241: MESIC PRAIRIE GENERAL SEED MIX (TYP.)

PLANT KEY

CONIFEROUS TREE	CODE	BOTANICAL NAME	COMMON NAME
	BHS	PICEA DENSATA	BLACK HILLS SPRUCE
	WHP	PINUS STROBUS	WHITE PINE
ORNAMENTAL TREE	**CODE**	**BOTANICAL NAME**	**COMMON NAME**
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	QUA	POPULUS TREMULOIDES	QUAKING ASPEN CLUMP
	RVB	BETULA NIGRA	RIVER BIRCH CLUMP
OVERSTORY TREE	**CODE**	**BOTANICAL NAME**	**COMMON NAME**
	ABM	ACER X FREEMANII `AUTUMN BLAZE`	AUTUMN BLAZE MAPLE
	CHB	CELTIS OCCIDENTALIS	COMMON HACKBERRY
	NAH	GLEDITSIA TRIACANTHOS INERMIS 'HARVE' TM	NORTHERN ACCLAIM HONEY LOCUST
	SWO	QUERCUS BICOLOR	SWAMP WHITE OAK

PLANT KEY

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	GLS	RHUS AROMATICA `GRO-LOW`	GRO-LOW FRAGRANT SUMAC
	MCS	SPIRAEA JAPONICA 'MAGIC CARPET'	MAGIC CARPET SPIREA
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NORTH

GRAPHIC SCALE IN FEET
0 20 40 80

PRELIMINARY - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

Kimley»Horn
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KATHERINE M. LEBE, PLA
DATE: 05/24/2022 LIC. NO. 59869 MN

KHA PROJECT	160846021
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SCALE	AS SHOWN
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CHECKED BY	KML

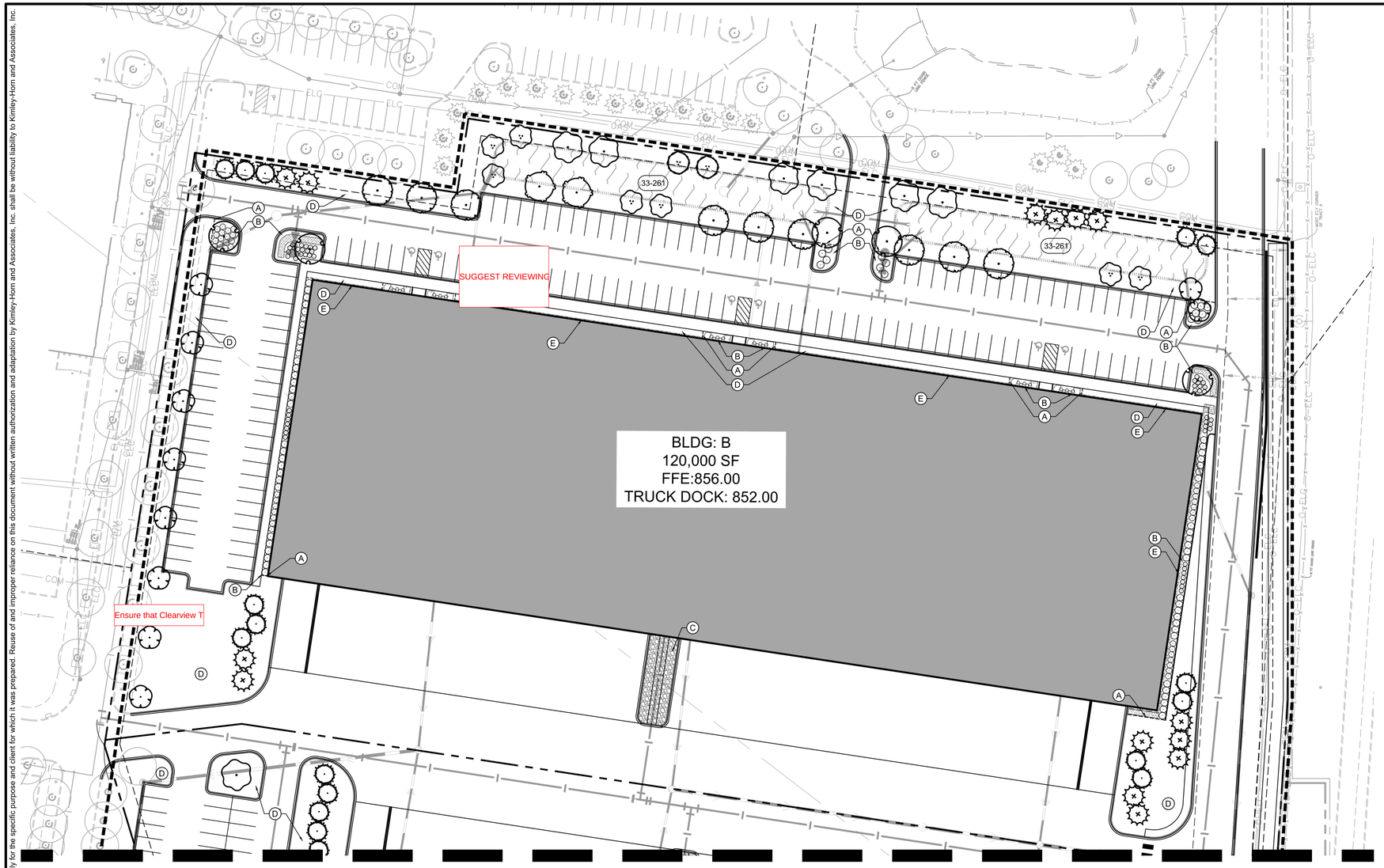
NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

LANDSCAPE PLAN

SHEET NUMBER
L101

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SEE SHEET L101

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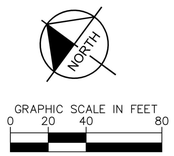
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	SDD	HEMEROCALLIS X `STELLA DE ORO`	STELLA DE ORO DAYLILY



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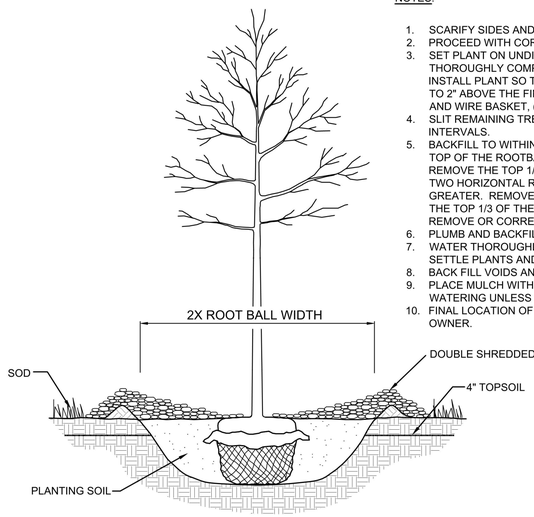
KHA PROJECT	160846021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	KML
DRAWN BY	KML
CHECKED BY	KML

LANDSCAPE PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES MN
BROOKLYN CENTER

SHEET NUMBER
L102

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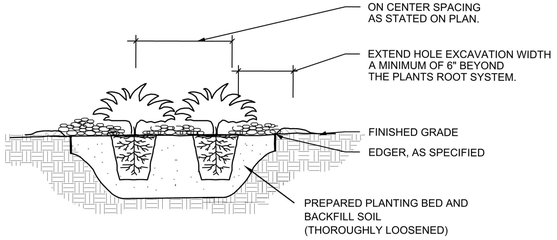


NOTES:

1. SCARIFY SIDES AND BOTTOM OF HOLE.
2. PROCEED WITH CORRECTIVE PRUNING.
3. SET PLANT ON UNDISTURBED NATIVE SOIL OR THOROUGHLY COMPACTED PLANTING SOIL. INSTALL PLANT SO THE ROOT FLARE IS AT OR UP TO 2" ABOVE THE FINISHED GRADE WITH BURLAP AND WIRE BASKET, (IF USED), INTACT.
4. SLIT REMAINING TREATED BURLAP AT 6" INTERVALS.
5. BACKFILL TO WITHIN APPROXIMATELY 12" OF THE TOP OF THE ROOTBALL, THEN WATER PLANT. REMOVE THE TOP 1/3 OF THE BASKET OR THE TOP TWO HORIZONTAL RINGS WHICHEVER IS GREATER. REMOVE ALL BURLAP AND NAILS FROM THE TOP 1/3 OF THE BALL. REMOVE ALL TWINE. REMOVE OR CORRECT STEM GIRDLING ROOTS.
6. PLUMB AND BACKFILL WITH PLANTING SOIL.
7. WATER THOROUGHLY WITHIN 2 HOURS TO SETTLE PLANTS AND FILL VOIDS.
8. BACK FILL VOIDS AND WATER SECOND TIME.
9. PLACE MULCH WITHIN 48 HOURS OF THE SECOND WATERING UNLESS SOIL MOISTURE IS EXCESSIVE.
10. FINAL LOCATION OF TREE TO BE APPROVED BY OWNER.

1 TREE PLANTING DETAIL

SCALE: N.T.S. L103

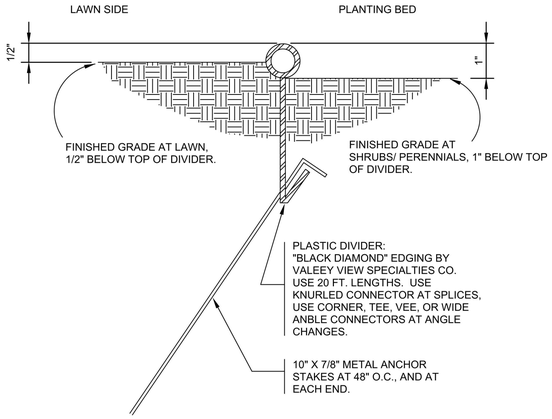


NOTES:

1. SCARIFY SIDES AND BOTTOM OF HOLE.
2. PROCEED WITH CORRECTIVE PRUNING OF TOP AND ROOT.
3. REMOVE CONTAINER AND SCORE OUTSIDE OF SOIL MASS TO REDIRECT AND PREVENT CIRCLING FIBROUS ROOTS. REMOVE OR CORRECT STEM GIRDLING ROOTS.
4. PLUMB AND BACKFILL WITH PLANTING SOIL.
5. WATER THOROUGHLY WITHIN 2 HOURS TO SETTLE PLANTS AND FILL VOIDS.
6. BACK FILL VOIDS AND WATER SECOND TIME.
7. PLACE MULCH WITHIN 48 HOURS OF THE SECOND WATERING UNLESS SOIL MOISTURE IS EXCESSIVE.
8. MIX IN 3-4" OF ORGANIC COMPOST.

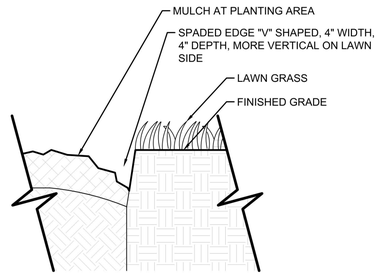
2 SHRUB / PERENNIAL PLANTING DETAIL

SCALE: N.T.S. L103



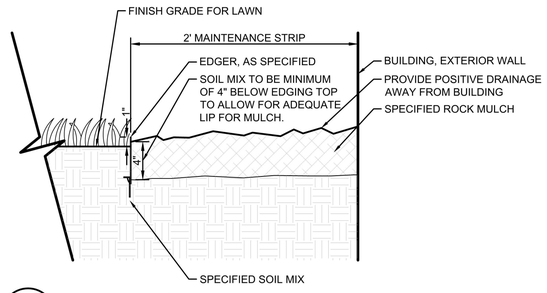
3 POLY EDGER DETAIL

SCALE: N.T.S. L103



4 SPADED EDGE DETAIL

SCALE: 1-1/2"=1' L103



5 MAINTENANCE STRIP DETAIL

SCALE: 1-1/2"=1' L103

LANDSCAPE NOTES

1. CONTACT COMMON GROUND ALLIANCE AT 811 OR CALL811.COM TO VERIFY LOCATIONS OF ALL UNDERGROUND UTILITIES PRIOR TO INSTALLATION OF ANY PLANTS OR LANDSCAPE MATERIAL.
2. ACTUAL LOCATION OF PLANT MATERIAL IS SUBJECT TO FIELD AND SITE CONDITIONS.
3. NO PLANTING WILL BE INSTALLED UNTIL ALL GRADING AND CONSTRUCTION HAS BEEN COMPLETED IN THE IMMEDIATE AREA.
4. ALL SUBSTITUTIONS MUST BE APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO SUBMISSION OF ANY BID AND/OR QUOTE BY THE LANDSCAPE CONTRACTOR.
5. PROVIDE TWO YEAR GUARANTEE OF ALL PLANT MATERIALS. THE GUARANTEE BEGINS ON THE DATE OF THE LANDSCAPE ARCHITECT'S OR OWNER'S WRITTEN ACCEPTANCE OF THE INITIAL PLANTING. REPLACEMENT PLANT MATERIAL SHALL HAVE A ONE YEAR GUARANTEE COMMENCING UPON PLANTING.
6. ALL PLANTS TO BE SPECIMEN GRADE, MINNESOTA-GROWN AND/OR HARDY. SPECIMEN GRADE SHALL ADHERE TO, BUT IS NOT LIMITED BY, THE FOLLOWING STANDARDS:
   ALL PLANTS SHALL BE FREE FROM DISEASE, PESTS, WOUNDS, SCARS, ETC.
   ALL PLANTS SHALL BE FREE FROM NOTICEABLE GAPS, HOLES, OR DEFORMITIES.
   ALL PLANTS SHALL BE FREE FROM BROKEN OR DEAD BRANCHES.
   ALL PLANTS SHALL HAVE HEAVY, HEALTHY BRANCHING AND LEAFING.
   CONIFEROUS TREES SHALL HAVE AN ESTABLISHED MAIN LEADER AND A HEIGHT TO WIDTH RATIO OF NO LESS THAN 5:3.
7. PLANTS TO MEET AMERICAN STANDARD FOR NURSERY STOCK (ANSI Z60.1-2014 OR MOST CURRENT VERSION) REQUIREMENTS FOR SIZE AND TYPE SPECIFIED.
8. PLANTS TO BE INSTALLED AS PER MNLA & ANSI STANDARD PLANTING PRACTICES.
9. PLANTS SHALL BE IMMEDIATELY PLANTED UPON ARRIVAL AT SITE. PROPERLY HEEL-IN MATERIALS IF NECESSARY; TEMPORARY ONLY.
10. PRIOR TO PLANTING, FIELD VERIFY THAT THE ROOT COLLAR/ROOT FLAIR IS LOCATED AT THE TOP OF THE BALLED & BURLAP TREE. IF THIS IS NOT THE CASE, SOIL SHALL BE REMOVED DOWN TO THE ROOT COLLAR/ROOT FLAIR. WHEN THE BALLED & BURLAP TREE IS PLANTED, THE ROOT COLLAR/ROOT FLAIR SHALL BE EVEN OR SLIGHTLY ABOVE FINISHED GRADE.
11. OPEN TOP OF BURLAP ON BB MATERIALS; REMOVE POT ON POTTED PLANTS; SPLIT AND BREAK APART PEAT POTS.
12. PRUNE PLANTS AS NECESSARY - PER STANDARD NURSERY PRACTICE AND TO CORRECT POOR BRANCHING OF EXISTING AND PROPOSED TREES.
13. WRAP ALL SMOOTH-BARKED TREES - FASTEN TOP AND BOTTOM. REMOVE BY APRIL 1ST.
14. STAKING OF TREES AS REQUIRED; REPOSITION, PLUMB AND STAKE IF NOT PLUMB AFTER ONE YEAR.
15. THE NEED FOR SOIL AMENDMENTS SHALL BE DETERMINED UPON SITE SOIL CONDITIONS PRIOR TO PLANTING. NOTIFY LANDSCAPE ARCHITECT FOR THE NEED OF ANY SOIL AMENDMENTS.
16. BACKFILL SOIL AND TOPSOIL TO ADHERE TO MN/DOT STANDARD SPECIFICATION 3877 (LOAM TOPSOIL BORROW) AND TO BE EXISTING TOP SOIL FROM SITE FREE OF ROOTS, ROCKS LARGER THAN ONE INCH, SUBSOIL DEBRIS, AND LARGE WEEDS UNLESS SPECIFIED OTHERWISE. MINIMUM 4" DEPTH TOPSOIL FOR ALL LAWN GRASS AREAS AND 12" DEPTH TOPSOIL FOR TREE, SHRUBS, AND PERENNIALS.
17. MULCH TO BE AT ALL TREE, SHRUB, PERENNIAL, AND MAINTENANCE AREAS. TREE AND SHRUB PLANTING BEDS SHALL HAVE 4" DEPTH OF DOUBLE SHREDDED HARDWOOD MULCH. DOUBLE SHREDDED HARDWOOD MULCH TO BE USED AROUND ALL PLANTS WITHIN TURF AREAS. PERENNIAL AND ORNAMENTAL GRASS BEDS SHALL HAVE 2" DEPTH DOUBLE SHREDDED HARDWOOD MULCH. MULCH TO BE FREE OF DELETERIOUS MATERIAL AND COLORED RED, OR APPROVED EQUAL. ROCK MULCH TO BE BUFF LIMESTONE, 1 1/2" TO 3" DIAMETER, AT MINIMUM 3" DEPTH, OR APPROVED EQUAL. ROCK MULCH TO BE ON COMMERCIAL GRADE FILTER FABRIC, BY TYPAR, OR APPROVED EQUAL WITH NO EXPOSURE. MULCH AND FABRIC TO BE APPROVED BY OWNER PRIOR TO INSTALLATION. MULCH TO MATCH EXISTING CONDITIONS (WHERE APPLICABLE).
18. EDGING TO BE COMMERCIAL GRADE VALLEY-VIEW BLACK DIAMOND (OR EQUAL) POLY EDGING OR SPADED EDGE, AS INDICATED. POLY EDGING SHALL BE PLACED WITH SMOOTH CURVES AND STAKED WITH METAL SPIKES NO GREATER THAN 4 FOOT ON CENTER WITH BASE OF TOP BEAD AT GRADE, FOR MOWERS TO CUT ABOVE WITHOUT DAMAGE. UTILIZE CURBS AND SIDEWALKS FOR EDGING WHERE POSSIBLE. SPADED EDGE TO PROVIDE V-SHAPED DEPTH AND WIDTH TO CREATE SEPARATION BETWEEN MULCH AND GRASS. INDIVIDUAL TREE, SHRUB, OR RAIN-GARDEN BEDS TO BE SPADED EDGE, UNLESS NOTED OTHERWISE. EDGING TO MATCH EXISTING CONDITIONS (WHERE APPLICABLE).
19. ALL DISTURBED AREAS TO BE SODDED OR SEEDED, UNLESS OTHERWISE NOTED. PARKING LOT ISLANDS TO BE SODDED WITH SHREDDED HARDWOOD MULCH AROUND ALL TREES AND SHRUBS. SOD TO BE STANDARD MINNESOTA GROWN AND HARDY BLUEGRASS MIX, FREE OF LAWN WEEDS. ALL TOPSOIL AREAS TO BE RAKED TO REMOVE DEBRIS AND ENSURE DRAINAGE. SLOPES OF 3:1 OR GREATER SHALL BE STAKED. SEED AS SPECIFIED AND PER MN/DOT SPECIFICATIONS. IF NOT INDICATED ON LANDSCAPE PLAN, SEE EROSION CONTROL PLAN.
20. PROVIDE IRRIGATION TO ALL PLANTED AREAS ON SITE. IRRIGATION SYSTEM TO BE DESIGN/BUILD. PROVIDE SHOP DRAWINGS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION OF IRRIGATION SYSTEM. PROVIDE OPERATION MANUALS, AS-BUILT PLANS, AND NORMAL PROGRAMMING. SYSTEM SHALL BE WINTERIZED AND HAVE SPRING STARTUP DURING FIRST YEAR OF OPERATION. SYSTEM SHALL HAVE ONE-YEAR WARRANTY ON ALL PARTS AND LABOR. ALL INFORMATION ABOUT INSTALLATION AND SCHEDULING CAN BE OBTAINED FROM THE GENERAL CONTRACTOR.
21. CONTRACTOR SHALL PROVIDE NECESSARY WATERING OF PLANT MATERIALS UNTIL THE PLANT IS FULLY ESTABLISHED OR IRRIGATION SYSTEM IS OPERATIONAL. OWNER WILL NOT PROVIDE WATER.
22. REPAIR, REPLACE, OR PROVIDE SOD/SEED AS REQUIRED FOR ANY ROADWAY BOULEVARD AREAS ADJACENT TO THE SITE DISTURBED DURING CONSTRUCTION.
23. REPAIR ALL DAMAGE TO PROPERTY FROM PLANTING OPERATIONS AT NO COST TO OWNER.
24. MAINTAIN TREES, SHRUBS, AND OTHER PLANTS UNTIL PROJECT COMPLETION, BUT IN NO CASE, LESS THAN FOLLOWING PERIOD; 1 YEAR AFTER PROJECT COMPLETION. MAINTAIN TREES, SHRUBS, AND OTHER PLANTS BY PRUNING, CULTIVATING, AND WEEDING AS REQUIRED FOR HEALTHY GROWTH. RESTORE PLANTING SAUCERS. TIGHTEN AND REPAIR STAKE AND GUY SUPPORTS AND RESET TREES AND SHRUBS TO PROPER GRADES OR VERTICAL POSITION AS REQUIRED. RESTORE OR REPLACE DAMAGED WRAPPINGS. SPRAY AS REQUIRED TO KEEP TREES AND SHRUBS FREE OF INSECTS AND DISEASE. REPLENISH MULCH TO THE REQUIRED DEPTH. MAINTAIN LAWNS FOR 45 DAYS AFTER INSTALLING SOD INCLUDING MOWING WHEN SOD RECITES 4" IN HEIGHT. WEED PLANTING BEDS AND MULCH SAUCERS AT MINIMUM ONCE A MONTH DURING THE GROWING SEASON. PROVIDE A MONTHLY REPORT TO THE OWNER ON WEEDING AND OTHER MAINTENANCE RESPONSIBILITIES.

No.	REVISIONS	DATE	BY

Kimley»Horn
2018 KIMLEY-HORN AND ASSOCIATES, INC.
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

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 LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

KATHERINE M. LEISE, PLA
MN
LIC. NO. 58869
DATE: 05/24/2022

KHA PROJECT	160846021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	KML
DRAWN BY	KML
CHECKED BY	KML

PRELIMINARY - NOT FOR CONSTRUCTION

LANDSCAPE DETAILS

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

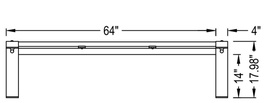
SHEET NUMBER
L103

This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

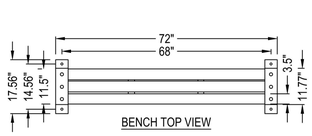
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NOTES:

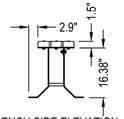
1. TABLE AND CHAIRS TO BE COLOR CEDAR (PLASTIC SLAT COLOR) AND TEXTURED PEWTER (FRAME COLOR)
2. INSTALL TABLE AND BENCHES SURFACE MOUNTED PER MANUFACTURER'S SPECIFICATIONS.
3. SUBMIT SHOP DRAWINGS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION.
4. FIELD LOCATE FURNISHINGS PER PLAN WITH APPROVAL BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.



BENCH FRONT ELEVATION



BENCH TOP VIEW



BENCH SIDE ELEVATION

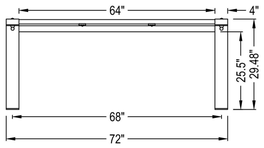


TABLE FRONT ELEVATION

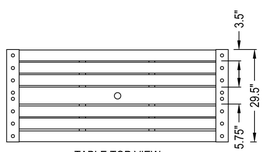


TABLE TOP VIEW

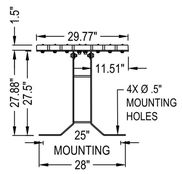


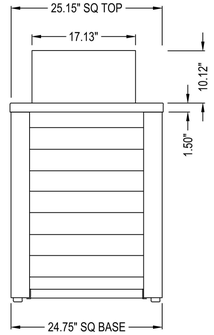
TABLE SIDE ELEVATION

1 ANOVA - WAINWRIGHT 6' PICNIC TABLE AND BENCHES SET

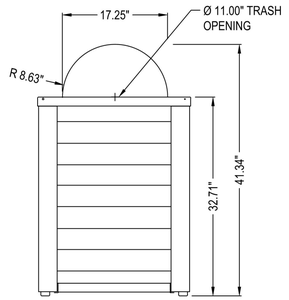
SCALE: N.T.S.

NOTES:

1. RECEPTACLE TO BE COLOR CEDAR (PLASTIC SLAT COLOR) AND TEXTURED PEWTER (FRAME/LID COLOR)
2. INSTALL 2 RECEPTACLES SURFACE MOUNTED PER MANUFACTURER'S SPECIFICATIONS.
3. SUBMIT SHOP DRAWINGS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION.
4. FIELD LOCATE FURNISHINGS PER PLAN WITH APPROVAL BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.



FRONT ELEVATION



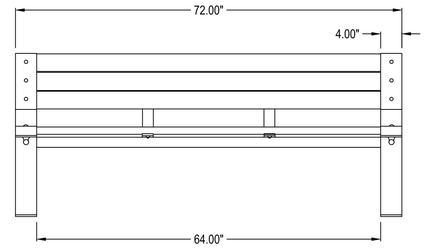
SIDE ELEVATAION

2 ANOVA - WAINWRIGHT 45 GALLON TRASH RECEPTACLE

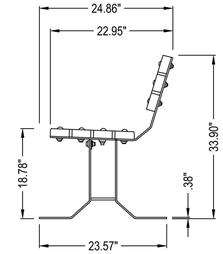
SCALE: N.T.S.

NOTES:

1. BENCH TO BE COLOR CEDAR (PLASTIC SLAT COLOR) AND TEXTURED PEWTER (FRAME COLOR)
2. INSTALL SURFACE MOUNTED PER MANUFACTURER'S SPECIFICATIONS.
3. SUBMIT SHOP DRAWINGS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION.
4. FIELD LOCATE FURNISHINGS PER PLAN WITH APPROVAL BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.



FRONT ELEVATION



SIDE ELEVATION

3 ANOVA - WAINWRIGHT 6' CONTOUR BENCH

SCALE: N.T.S.

NOTES:

1. BISTRO TABLE TO BE COLOR SILVER GRAY (TABLE TOP COLOR) AND CHARCOAL GRAY (TABLE BASE COLOR)
2. INSTALL TABLE SURFACE MOUNTED PER MANUFACTURER'S SPECIFICATIONS.
3. SUBMIT SHOP DRAWINGS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION.
4. FIELD LOCATE FURNISHINGS PER PLAN WITH APPROVAL BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.

TOP VIEW

FRONT ELEVATION

4 ANOVA - BISTRO LIGERO 30" STEEL DINING TABLE

SCALE: N.T.S.

TOP VIEW

NOTES:

1. BISTRO CHAIRS TO BE COLOR SILVER GRAY
2. PROVIDE FOUR CHAIRS PER MANUFACTURER'S SPECIFICATIONS.
3. SUBMIT SHOP DRAWINGS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION.
4. FIELD LOCATE FURNISHINGS PER PLAN WITH APPROVAL BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.

FRONT ELEVATION

SIDE ELEVATION

5 ANOVA - BISTRO LIGERO, GENOA ALLUMINUM DINING CHAIR SET OF 4

SCALE: N.T.S.

PRELIMINARY - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

Kimley»Horn
2018 KIMLEY-HORN AND ASSOCIATES, INC.
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

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 LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

KATHERINE M. LEBSE, PLA
MN LIC. NO. 58869
DATE: 05/24/2022

KHA PROJECT	160846021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	BJA
DRAWN BY	BJA
CHECKED BY	KML

LANDSCAPE DETAILS

NORTH 100
BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
L104

Exhibit F

Community Development
763-569-3300

June 21, 2022

1297 Shingle Creek Crossing
Brooklyn Center Sears Site

Building review comments for newly proposed Flex office building to be located at 6440 James Circle.

1. A SAC Demo determination letter and review by MET Council is required prior to a building Demolition permit being issued.

2. The building will be required to have a sprinkler system installed. City of Brooklyn Center ordinance 3-101 B. (2) as adopted by the Minnesota State Building code 1306 Special Fire Protection system 1306.0020 Subp. 2, Existing and New buildings.

3. Fire Hydrants shall be provided for buildings constructed within the Jurisdiction as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the fire code official. For buildings equipped throughout with an approved automatic sprinkler system, the threshold for requiring on site fire hydrants and mains shall be increased to 400 feet. Per MNFC 507.5.1.

4. An approved fire apparatus access road shall be provided for every facility, building or portion of a building. Fire Apparatus access roads shall extend to within 150 feet of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building. Turning radius of a fire apparatus access road shall be determined by the Fire Code Official per MNFC 503.

5. Prior to a Building permit being issued. A SAC determination for the new buildings will need to be done by MET Council and SAC determination letter received.

6. Approved signed plans and permits for Building, Mechanical, Electrical, Plumbing and Fire Sprinkler system shall be provided.

Sincerely,
Dan Grinsteinner
Building Official
City of Brooklyn Center
763-569-3313

Member Elliott introduced the following resolution and moved its adoption:

RESOLUTION NO. 2022-76

RESOLUTION REGARDING THE RECOMMENDED DISPOSITION OF PLANNING COMMISSION APPLICATION NO. 2022-004 FOR A RE-PLAT, REZONING, AND ESTABLISHMENT OF A PLANNED UNIT DEVELOPMENT AND AMENDMENTS TO THE ZONING CODE AND 2040 COMPREHENSIVE PLAN TO ALLOW FOR REDEVELOPMENT OF THE FORMER SEARS SITE AND CONSTRUCTION OF TWO BUSINESS PARK BUILDINGS OF APPROXIMATELY 230,000-SQUARE FEET COMBINED AND RELATED SITE IMPROVEMENTS (1297 SHINGLE CREEK CROSSING)

WHEREAS, Planning Commission Application No. 2022-004, submitted by Scannell Properties, Inc. and on behalf of Transformco ("the Applicant") requests review and consideration for the re-plat, re-zoning, and establishment of a Planned Unit Development and an amendment to the City's Zoning Code that would allow for redevelopment of the former Sears site located at 1297 Shingle Creek Crossing ("the Subject Property") and subsequent construction of two business park buildings of approximately 110,000 and 120,000-square feet, respectively (230,000-square feet combined), and related site improvements; and

WHEREAS, the Subject Property is situated in the Central Commerce Overlay District and pursuant to a determination by City staff, the proposed use is not clearly defined as a use within the District; and

WHEREAS, on June 23, 2022, the Planning Commission of the City of Brooklyn Center, Minnesota received and reviewed a planning report on the requested re-plat, site and building plan, re-zoning, and establishment of a Planned Unit Development, which would re-zone the Subject Property from PUD/C2 (Planned Unit Development/Commerce) District to a new Planned Unit Development with an underlying Business Mixed-Use District designation (PUD/MX-B), and an amendment to the Zoning Code to remove the Subject Property from the Central Commerce Overlay District for the proposed new construction and related site improvements on the approximately 15-acre Subject Property; and

WHEREAS, said Planning Commission Application No. 2022-004 also addresses a request to re-designate the Subject Property under the City's 2040 Comprehensive Plan future land use designation from "Transit-Oriented Development (TOD)," which the Subject Property is currently designated as, to "Business-Mixed Use (B-MU)," which guides for a mix of business, light industrial, and supporting retail/service uses, and is intended to create a more dynamic and connected experience for potential workers in these areas; and

WHEREAS, this request is made in light of the fact that the Subject Property was still in operation as a department store and auto center when the 2040 Comprehensive Plan process was initiated, had been in continuous operation since around 1962, and upon closure of the aforementioned businesses, the City of Brooklyn Center was nearing completion of its

Comprehensive Plan update with no clear direction on a potential re-use of the Subject Property, nor guidance in the form of a market study; and

WHEREAS, given these uncertainties, the City of Brooklyn Center designated the Subject Property to its current TOD future land use designation provided its proximity to Bus Rapid Transit, and its ability to offer a broader mix of land use options; and

WHEREAS, the Applicant conducted a market analysis for a feasible re-use of the Subject Property, held concept reviews with the City Council in May and November 2021, as well as a virtual community meeting to gauge interest in the potential re-development of the Subject Property to accommodate an office/warehouse (business park) use; and

WHEREAS, the Planning Commission of the City of Brooklyn Center, Minnesota held a duly noticed and called public hearing on June 23, 2022, whereby a planning report was presented and public testimony regarding the proposal were received, and notice of such public hearing was published in the official newspaper and mailed to the Applicant and adjacent property owners as required by the City and Minnesota State Statutes, and development proposal signage was installed on the Subject Property by the City; and

WHEREAS, the Planning Commission of the City of Brooklyn Center, Minnesota considered the application requests in light of all testimony received, and the guidelines and standards as outlined under Sections 15 (*Platting*), 35-202 (*Comprehensive Planning*) 35-208 (*Rezoning Evaluation Policy and Review Guidelines*), 35-210 (*Rezoning Application Procedures and Reconsideration*), 35-230 (*Plan Approval*), and 35-355 (*Planned Unit Development*) of the City's Zoning Ordinance, and draft provisions of the Business-Mixed Use (MX-B) District, as contemplated in the City's draft Zoning Code update and forthcoming Unified Development Ordinance, and the request complies with the general goals and objectives of the City's 2040 Comprehensive Plan, with exception to the requested amendment to the Comprehensive Plan to re-designate the Subject Property to move the project forward, and of which requires final determination by the Metropolitan Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Center, Minnesota to recommend that Planning Commission Application No. 2022-004, submitted by Scannell Properties, LLC, and on behalf of Transformco, be approved based upon the findings of fact in the June 23, 2022, planning report, and submitted documents and plans as amended by the following conditions of approval:

1. The building plans are subject to review and approval by the Building Official as noted in the memorandum dated June 21, 2022, and with respect to applicable codes prior to the issuance of permits; and the final location or placement of any fire hydrants or other fire-related building code items shall be reviewed and approved by the Fire Inspector.
    a. Any major changes or modifications made to this Site and Building Plan can only be made by an amendment to the approved Site and Building Plan as approved by

the City Council.

b. The building plans are subject to review and approval by the Building Official with respect to applicable codes prior to the issuance of permits.
c. The Applicant shall work to ensure all applicable Minnesota Fire Code requirements have been met as part of any site plan approval.
d. A fire sprinkler system is required to be installed and shall be maintained on a consistent basis per City Code requirements.
e. A SAC Determination shall be submitted by the Applicant to the Metropolitan Council and any associated feeds paid at time of any permit issuance.
f. The Applicant shall provide any final site and building plans to City staff for a CPTED review and make alterations as necessary prior to permit release.
g. The submitted landscape plans shall be revised to meet City's minimum Landscape Point System policy requirements and an identified "office/industrial" use.
h. The Applicant shall install irrigation systems where necessary to facilitate maintenance of site landscaping and green areas, and irrigation shop drawings shall be provided for review and approval prior to installation.
i. The Applicant shall revise the submitted photometric plan to reflect minimum, maximum, and average foot-candles per fixture, and clearly identify all property lines.
    i. The Applicant shall work with the adjacent Shingle Creek Crossing property owner to ensure consistency in lighting and landscaping along the north drive between the Subject Property and Shingle Creek Crossing.
    ii. Photometric plans shall be revised as needed to incorporate additional pedestrian-level lighting for main building entrance points and sidewalk connections.
j. Any outside trash disposal facilities and rooftop or ground mechanical equipment shall be appropriately screened from view per City Code requirements and with materials complementary to the principal building, and an updated details sheet provided.
k. The Applicant shall submit a Sign Permit Application for any proposed signage and receive issuance of a permit prior to any installation. All signage shall conform to City requirements.

2. The Applicant agrees to comply with all conditions or provisions noted in the City Engineer's review memorandum, dated June 17, 2022.
    a. Final grading, drainage, utility, and erosion control plans and any other site engineering related issues are subject to review and approval by the City Engineer for City site and building plan approval and prior to the issuance of permits.
    b. Any requirements as outlined in reviews conducted by Hennepin County, the Minnesota Department of Transportation (MnDOT), and the Watershed Commission.

3. Agreements:
    a. The Applicant shall enter into a PUD agreement with the City of Brooklyn Center. This agreement is to be reviewed and approved by the City Attorney prior to the issuance of building permits. The agreement shall further assure compliance with the development plans submitted with this application.
        i. No outdoor storage or display of materials, equipment, or products accessory and necessary to a principal and permitted use is permitted;
        ii. Warehousing and wholesaling shall not exceed 80-percent of the total floor area. The remaining 20-percent of the total floor area shall be non-warehouse uses, such as a combination of uses including, but not limited to: office, manufacturing, production, research and development, and lab and/or showroom; and
        iii. Distribution facilities are not a permitted use. For the purposes of this Planned Unit Development (PUD), a distribution facility is defined as a business that receives packages, sorts, and delivers them without product storage. Distribution as an accessory use is permitted only when it occurs from a manufacturing facility or a warehouse where a product is made or packaged on-site.
    b. A Performance Agreement with supporting financial guarantee approved by the City shall be executed upon any approval of the to-be submitted building permit for site improvements, which ensures the Subject Property will be constructed, developed, and maintained in conformance with the plans, specifications, and standards.
    c. The Developer shall submit an as-built survey of the property, improvements, and utility service lines prior to release of any Performance Agreement financial guarantee.
    d. A Utility Facilities Easement Agreement is required for submittal to the City prior to issuance of any permits.
    e. A Construction Management Plan and Agreement and associated escrow are required for submittal prior to the City prior to issuance of any permits.
    f. The Applicant shall coordinate with adjacent property owners and the City to execute any cross access and parking agreements for the proposed site improvements. No building permits shall be issued until such determination is made and any agreements are recorded with Hennepin County.
    g. The Applicant shall work with the City for dedication of the proposed trail easement and provision of trail profile and plans.

4. Platting:
    a. Approval of the preliminary and final plat for NORTH 100 BUSINESS PARK ADDITION are contingent upon the addressing of comments by City Engineer Mike Albers in the memorandum dated June 17, 2022.
        i. A 10-foot drainage and utility easement shall be dedicated on the plat around the entire perimeter of the Subject Property and centered on other

RESOLUTION NO. 2022-76

lot lines.

ii. All utilities and storm water management facilities to be located within said drainage and utility easement.

iii. Additional dedication of a utility easement is requested on the plat for the private water main and sanitary to allow for maintenance access per the Utility Facilities Easement Agreement.

b. Final plat and mylar shall be subject to the provisions of Chapter 15 of the City Code of Ordinances (*Platting).*

c. Any final plat comments and/or requirements as provided by Hennepin County.

d. Any final plat comments and/or requirements from the City Attorney's office, and specifically regarding an updated certified abstract of title.

e. The successful recording of said plat (mylar) ~~with Hennepin County~~.

August 8, 2022
Date

Mayor

ATTEST:
City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member Graves
and upon vote being taken thereon, the following voted in favor thereof:
Butler, Elliott, Graves, Lawrence-Anderson, Ryan
and the following voted against the same: None
whereupon said resolution was declared duly passed and adopted.

Council Regular Meeting

DATE: 7/24/2023

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: Jesse Anderson, Community Development Director
BY: Ginny McIntosh, City Planner and Zoning Administrator

SUBJECT: Resolution Ratifying the Approval of the Preliminary and Final Plat for OPPORTUNITY SITE ADDITION and Authorizing Final Plat Recording

Requested Council Action:

- *Motion to adopt resolution ratifying the approval of the preliminary and final plat for OPPORTUNITY SITE ADDITION and authorizing final plat recording.*

Background:

The OPPORTUNITY SITE ADDITION encompasses approximately 32 acres of the City's larger 80-acre "Opportunity Site," is owned by the City's Economic Development Authority (EDA), and is commonly addressed as 2500 County Road 10 and 5900 Shingle Creek Parkway. The re-plat is intended to accommodate the creation of separate lots and blocks for multiple proposed developments, outlots intended to provide necessary infrastructure, and amenities for the initial, approximately 16-acre Phase redevelopment, as well as future phasing.

The requests for preliminary and final plat approval were initially contemplated under Planning Commission Application No. 2022-003, which outlined additional requests for a re-zoning, establishment of a Planned Unit Development, and amendments to the City's Zoning Code. City Council approved the preliminary and final plat for OPPORTUNITY SITE ADDITION based upon certain approval conditions at their August 8, 2022 meeting and under City Council Resolution No. City Council Resolution No. 2022-78 (*Resolution Regarding the Recommended Disposition of Planning Commission Application No. 2022-003 for a Re-Plat, Amendment to the City's Zoning Code to Remove the Subject Property from the Central Commerce Overlay District, Rezoning, and Establishment of a Planned Unit Development to Allow for a Phase I Redevelopment of the City's Opportunity Site).*

The final plat has yet to be recorded as the Applicant has worked to address certain financing gaps due to market volatility and has worked towards closing these gaps by seeking out additional funding opportunities and holding conversations with the City of Brooklyn Center regarding financing alternatives to forward the project.

The Applicant has no plans at this time to alter the approved preliminary and final plats for OPPORTUNITY SITE ADDITION; however, as Section 35-8107 (*Final Plat*) of the City Code of Ordinances requires final plats to be recorded with the Hennepin County Registrar of Titles within one (1) year after date of approval, the City Attorney has previously recommended that a resolution be prepared to reflect the intent to record the final plat with the County.

Should City Council approve the resolution ratifying the approval of the preliminary and final plat and authorization to record the final plat, the Applicant will still be beholden to all conditions of approval as outlined within City Council Resolution No. 2022-78 before the final plat (mylar) can be recorded.

Copies of the Report for Planning Commission Application No. 2022-003, preliminary and final plat for OPPORTUNITY SITE ADDITION, and City Council Resolution No. 2022-78 have been included as reference, along with a copy of the draft resolution ratifying the preliminary and final plat approvals for OPPORTUNITY SITE ADDITION authorization for final plat recording.

Budget Issues:

None to consider at this time.

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Targeted Redevelopment

ATTACHMENTS:

Description	Upload Date	Type
Resolution - Ratifying Approval of Preliminary and Final Plat for OPPORTUNITY SITE ADDITION	7/17/2023	Resolution Letter
Staff Report Only (Planning Commission Application No. 2022-004)	7/17/2023	Backup Material
City Council Resolution No. 2022-078	7/17/2023	Backup Material
Preliminary and Final Plat - Opportunity Site Addition	7/17/2023	Backup Material

Member introduced the following resolution and moved its adoption:

RESOLUTION NO.

A RESOLUTION RATIFYING APPROVAL OF THE PRELIMINARY AND FINAL PLAT FOR OPPORTUNITY SITE ADDITION AND AUTHORIZING FINAL PLAT RECORDING

WHEREAS, Alatus LLC, Project for Pride in Living (PPL), and Resurrecting Faith World Ministries ("the Applicant") collectively submitted an application for approval of a plat to be titled OPPORTUNITY SITE ADDITION, which would re-plat approximately 32 acres of land that is currently identified as Lot 2, Block 2, BROOKDALE SQUARE ADDITION, Hennepin County, Minnesota, and commonly addressed as 2500 County Road 10, and Lot 1, Block 1, BROOKDALE SQUARE 2ND ADDITION, Hennepin County, Minnesota, and commonly addressed as 5900 Shingle Creek Parkway; and

WHEREAS, this request was contemplated as part of a greater request to re-develop approximately 16-acres into a Phase I redevelopment of the City of Brooklyn Center's overarching "Opportunity Site," and the re-plat would accommodate a full build-out of certain public infrastructure, and construction of new multi-family residential, a conference center, 24-hour childcare center, and wellness and barber suites, as well as an entrepreneurial market and plaza, private road network, and other related site improvements; and

WHEREAS, Planning Commission Application No. 2022-003 was considered by the City Council of the City of Brooklyn Center and the application requests were subsequently approved at their meeting on August 8, 2022 under City Council Resolution No. 2022-78, including a recommendation to approve the preliminary and final plat for OPPORTUNITY SITE ADDITION; and

WHEREAS, Section 35-8107 (*Final Plat*) of the City Code of Ordinances for the City of Brooklyn Center indicates that a final plat must be recorded with the Hennepin County Registrar of Titles within one (1) year after the date of approval or the approval of the final plat shall be considered void; and

WHEREAS, the recording of OPPORTUNITY SITE ADDITION was delayed as the Applicant has worked to address certain financing gaps due to market volatility and has worked towards closing these gaps by seeking out additional funding opportunities and holding conversations with the City of Brooklyn Center regarding financing alternatives to forward the project; and

WHEREAS, the City Council determines that requiring the Applicant to go through the entire plat approval process when there have been no changes to the approved plat is not in the public interest and is willing to ratify its earlier approval to allow the plat to be recorded without further process, subject to the Applicant complying with all conditions as outlined under City Council Resolution No. 2022-78.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Center, Minnesota that approval of the preliminary and final plat for OPPORTUNITY SITE ADDITION is hereby ratified, and authorization to record the final plat may occur subject to the following conditions:

1. The conditions established in the original approvals as outlined under City Council Resolution No. 2022-78 remain in effect; and

2. Prior to recording, the Applicant shall provide the City updated evidence of title satisfactory to the City Attorney and City Planner.

July 24, 2023
Date

Mayor

ATTEST: _____
City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

Planning Commission Report
Meeting Date: July 14, 2022

- Application Filed: 06/14/2022
- Review Period (60-day) Deadline: 08/13/2022
- Extension Declared: N/A
- Extended Review Period Deadline: N/A

Application No.	2022-003
Applicant:	Alatus LLC, Project for Pride in Living (PPL), and Resurrecting Faith World Ministries (RFWM)
Property Owner:	Economic Development Authority (EDA) of the City of Brooklyn Center
Location:	2500 County Road 10 and 5900 Shingle Creek Parkway
Requests:	Preliminary and Final Plat, Zoning Code Amendment to Remove Subject Property from Central Commerce Overlay District, Rezoning and Establishment of a Planned Unit Development, and Site and Building Plan Approvals (4)



Map 1. Subject Property Location.

Requested Action

Alatus, Project for Pride in Living, and Resurrecting Faith World Ministries ("The Applicant") is requesting review and consideration of a proposal to re-develop approximately 16 acres of property owned by the Economic Development Authority (EDA) of the City of Brooklyn Center and part of the City's larger 80-acre "Opportunity Site." The property under consideration is located at the northeast corner of Shingle Creek Parkway and Bass Lake Road (County Road 10), and is a largely vacant and impervious site, with the exception of a standalone restaurant (Ocean Buffet) that has an existing lease with the EDA of Brooklyn Center. In order to carry out the approximately 16-acre redevelopment contemplated under Planning Commission Application No. 2022-003, a re-plat of approximately 32 acres is also necessary to accommodate the full build-out of certain public infrastructure, including an approximately 1,800-foot new multi-modal roadway, semi-regional

stormwater system and ponding, and replacement and upgrading of water, sewer, and storm utilities.

The Applicant is requesting full approvals for the construction of 543 dwelling units across three multi-family residential buildings (278, 205, and 60 units, respectively), an event center, 24-hour childcare center, and wellness and barber suites. The submittal would also contemplates plaza and gathering space, a flex street, trail and sidewalk connections to existing community assets, and other related site improvements, and approve the platting and flexibilities necessary to advance a proposed entrepreneurial market, three smaller multi-family residential buildings (70, 60, and 70 units, respectively, for a total of 200 units), an approximately 3.5-acre regional park (Three Rivers Park District), and future phasing on the Opportunity Site (Exhibit A).

The Applicant originally submitted Planning Commission Application No. 2022-003 on May 10, 2022; however, City staff determined the submittal to be incomplete. A letter of incomplete was issued to the Applicant on May 23, 2022, along with a detailed checklist outlining missing submittals and documentation. An application was re-submitted on June 14, 2022 for consideration and deemed complete. A public hearing notice was published in the Brooklyn Center *Sun Post* on June 30, 2022, and mail notifications were mailed to nearby taxpayers, residents, and businesses per Code requirements (Exhibit B).

Development Pattern



Image 1. Historical and Current Imagery of Opportunity Site-Phase I Area (Courtesy: MHAPO, Hennepin County).

Existing Conditions



Image 2. Existing Site Conditions at Subject Property.

Site Data:

2040 Land Use Plan:	TOD (31.01-130 Dwelling Units per Acre)
Neighborhood:	Centennial
Current Zoning:	C2 (Commerce) District | Central Commerce Overlay District
Site Area:	Approximately 16 Acres (Redevelopment) | 32 Acres (Re-Plat)

Surrounding Area:

Direction	2040 Land Use Plan	Zoning	Existing Land Use
North	TOD (31.01-130 DU/Ac.)	C2 (Commerce) District |Central Commerce Overlay District	Commercial | Office | Undeveloped
South	ROW | TOD	ROW (Bass Lake Road/County Road 10) | PUD/C2 (Planned Unit Development/Commerce) District | Central Commerce Overlay District	(ROW) | Commercial
East	ROW | C-MU (10.01-25 DU/Ac.)	ROW (John Martin Drive) | C2 (Commerce) District | Central Commerce Overlay District	(ROW) | Commercial
West	ROW | TOD, and Parks, Recreation, Open Space	C2 (Commerce) District and Central Commerce Overlay District | Central Commerce Overlay District	(ROW) | Apartments | Commercial | Park, Recreational, or Preserve

BACKGROUND

The Opportunity Site is an approximately 80-acre area west of Highway 100 and east of Shingle Creek Parkway, and bounded on the south by Bass Lake Road (County Road 10) and north by Summit Drive.

The City first began planning for redevelopment of this area in the early 2000s. In partnership with the Metropolitan Council, the area was included in a regional study designed to examine how aging retail centers could redevelop to better serve the communities they are in. The resulting 2002 Calthorpe Study introduced the concept of a mixed-use, walkable town center as a vision for the area.

The Subject Property under consideration for redevelopment was formerly home to Brookdale Ford auto dealership (2500 County Road 10), an approximately 185,000-square foot Brookdale Square retail center and movie theater (Brookdale 8 Cinema), and an existing, standalone restaurant (Ocean Buffet) located at 5900 Shingle Creek Parkway, and encompasses approximately 32-acres located at the northeast junction of Bass Lake Road (County Road 10) and Shingle Creek Parkway. The aforementioned properties are just two of the key properties located within the larger 80-acre area known as the City of Brooklyn Center's "Opportunity Site." As contemplated under this application, approximately 32-acres would be re-platted to accommodate an approximately 16-acre initial (Phase I) development, with the remaining acreage earmarked to accommodate necessary infrastructure and phasing and the ultimate buildout of the overall Opportunity Site.

In 2008, the City of Brooklyn Center's Economic Development Authority (EDA) began proactively acquiring property within the identified Opportunity Site, including the Subject Property, and in 2013, the EDA purchased the approximately 23-acre Brookdale Square site (5900 Shingle Creek Parkway). All buildings were subsequently demolished with the exception of Ocean Buffet, who leases from the Economic

Development Authority of the City of Brooklyn Center and has a Relocation Assistance Agreement in place with the City pending approval of Planning Commission Application No. 2022-003. In April 2018, the EDA entered into an agreement with Alatus, LLC to master develop 35 acres of EDA-owned land within the Opportunity Site, and conduct due diligence on an initial phase of development.

The City has solicited interest from numerous developers over the years, all who offered a vision for the Opportunity Site, but whose proposals never became a reality. It was in late 2017 and early 2018 that three developers came forward with concept plans for the master planning and redevelopment of the Opportunity Site. Following a meeting in February 2018, the City Council selected Alatus, as their vision aligned well with past planning efforts and the vision created under the City's 2006 master plan (Damon Farber & Associates) for the site, and addressed the concept of a walkable town center area with mixed-use development that was most likely to benefit the community and its residents. In April 2018, the EDA entered into an agreement with Alatus, LLC to master develop 35 acres of EDA-owned land within the Opportunity Site, and conduct due diligence on an initial phase of development.

By early 2019, Alatus had refined their overall concept for the site and were moving forward with early planning for an initial phase of development that would include approximately 300-units of housing and a mix of commercial space on the ground floor. The concept was presented to the City Council and direction was given to renew the Preliminary Development Agreement (PDA) with Alatus.

It has been through an iterative process over these past years that Alatus' vision has evolved following work with the City and community partners through an extensive community engagement process, meetings with City staff and City Council, and an ultimate partnership with Resurrecting Faith World Ministries (RFWM), and Project for Pride in Living (PPL).

The Applicant (Alatus, Resurrecting Faith World Ministries, and Project for Pride in Living) proposal for the Phase I development of the Opportunity Site, as it stands today, contemplates the re-platting of approximately 32 acres and the framework and plan approvals necessary to re-develop approximately 16-acres of the Opportunity Site. The current Phase I proposal includes: 743 multifamily housing rental units (342 rental units with designated affordability at or below 80% AMI), at least 20,000 square feet of commercial space as a dedicated Entrepreneurial Market (EMP), an event center and social care facility (including a 24-hour childcare center, barber and wellness suites—of which include therapy and counseling offices).

It is important to note that the Phase I development of the Opportunity Site contemplates the implementation of ***significant*** infrastructure improvements and investments, including the construction of large, semi-regional stormwater facilities that will not only serve the Phase I development (anticipated to require 20-percent of the total system), but future phased development to the north, the creation of a new street and pedestrian network to serve the immediate Phase I development, as well as a crucial public roadway extension outlined in the Opportunity Site Infrastructure Framework, and adopted by City Council on July 12, 2021 under City Council Resolution No. 2021-90. This roadway extension would run east to west along the north end of the Phase I development from Shingle Creek Parkway to John Martin Drive. As contemplated within the submittal, the Applicant intends to construct approximately 1,800-feet of the extension as part of this development (Exhibit C).

A more in-depth summary of the planning that has occurred regarding the Opportunity Site and in advance of the submittal as contemplated under Planning Commission Application No. 2022-003, is attached as Exhibit D.

Community Engagement Process
In 2019, Alatus LLC, in partnership with the City of Brooklyn Center, enlisted Twin Cities LISC Corridor Development Initiative (CDI) to facilitate a series of community workshops. The goal of the workshops was to identify development guidelines for Phase I of the Opportunity Site, and specifically the Subject Property. The development guidelines and final recommendations were summarized in the Opportunity Site Corridor Development Initiative Summary Report, and presented before City Council in June 2019.

Engaging the community in the Opportunity Site planning and development has been a priority of the City and development team, and an integral part of this process. The scale and reach of community engagement on this proposed project have exceeded that of any past effort in the City's history, and the intent is to ensure that the outcomes truly benefit the residents of Brooklyn Center, which necessitates a much deeper, more thorough, and more inclusive engagement strategy.

The first phase of engagement, beginning in 2019, worked to establish core values, goals, and priorities for the development of the Opportunity Site and through this process, LISC created Development Guidelines for future Opportunity Site development (Exhibit E).

For the second phase, still on-going in 2022, and initiated through approval of a resolution authorizing execution of a community engagement pilot program with community partners for the Opportunity Site and the commitment of funding to advance the pilot program (City Council Resolution No. 2021-84), the City partnered with community-based organizations and leaders to dive deeper into conversations with community, particularly in communities that have historically been overlooked by engagement efforts. This work focused on deeper conversations about community benefits, public safety, and wealth building, and how the development can support these goals.

The wide range and reach of the involved community partners have led to a variety of community engagement activities to gather the feedback and input necessary to inform and shape the proposed development in a way that is authentically inclusive and representative of local community voices in Brooklyn Center. The engagement work has also informed and shaped the community benefits requested from future public and private investments and the creation of a Community Benefits Plan for the Opportunity Site.

For full details of the Community Engagement process, please refer to Exhibit F.

Environmental Review Process
Projects that meet or exceed a threshold as set in Minnesota Rules Part 4410.4300 are mandated to complete an Environmental Assessment Worksheet (EAW). The size (i.e. square footage) of the proposed buildings contemplated under the application submittal, and the multi-use nature of the project as a whole, meet or exceed the thresholds, which necessitated the completion of an EAW.

An EAW is a document designed to review and evaluate a proposed project and ultimately determine whether an Environmental Impact Statement (EIS) is needed. The EAW provides information necessary to determine if the project will have significant environmental impacts, informs the public about the project, provides permitting information, and identifies ways to protect the environment.

In the spring of 2022, the draft EAW was submitted to the City of Brooklyn Center, and the City initiated a preliminary review for completion. The EAW was then published and made public, and distributed to

other affected regional jurisdictions for a 30-day public review and comment period. During this time, a noticed virtual public meeting was held to provide an opportunity for public comment. Comments were collected and included in an additional supplemental document and were responded to accordingly. No comments requested an EIS or additional analysis or specific impacts. On June 13, 2022 City Council approved City Council Resolution No. 2022-061, declaring there was no need for an Environmental Impact Statement for the Opportunity Site Phase I development (i.e. Record of Negative Decision), and the EAW was made final. No further environmental review is therefore required for the proposed project (Exhibit G).

COMPREHENSIVE PLAN

The Subject Property currently has a future land use designation of Transit-Oriented Development (TOD), which allows for a range of 31.01 to 130 dwelling units per acre, and is a new land use designation under the 2040 Comprehensive Plan. Given previous studies and planning efforts, proximity to transit, and in consideration of the renewed efforts to redevelop the Opportunity Site during the undertaking of the 2040 Comprehensive Plan, the Subject Property was guided with the TOD designation.

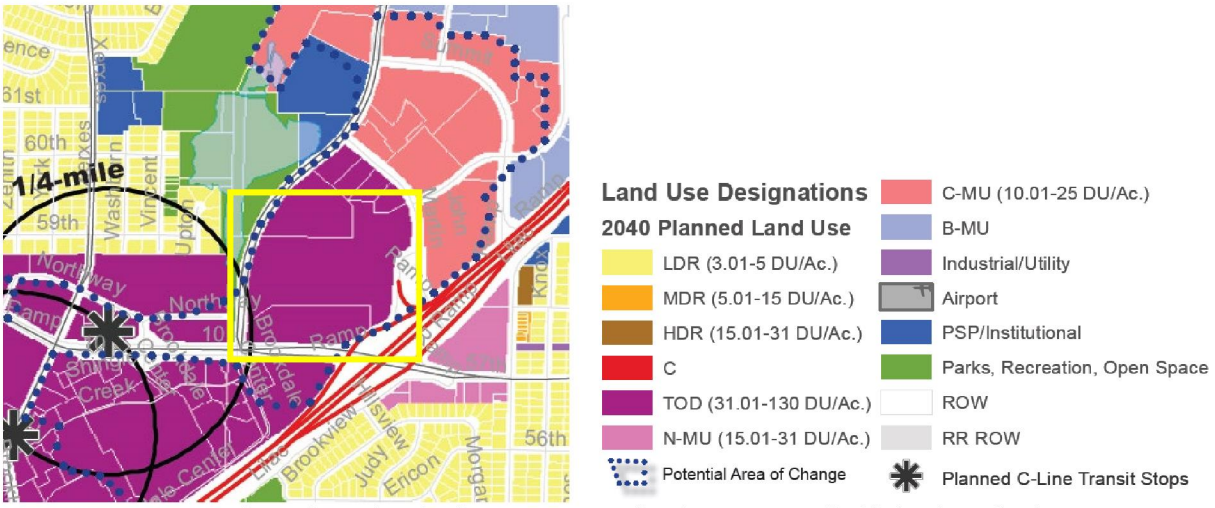
Mixed-Use Designations

Map Designation	Residential Density	Description
Transit Oriented Development (TOD)	31.01-130 Dwelling Units per Acre	TOD is a new land use designation that is planned for a mix of residential, commercial, office and retail uses. Land is generally within a ½-mile of the Brooklyn Center Transit Station (Transit Station) is designated as TOD to capitalize on the proximity of redevelopment sites to the transit stops. The planned Bus Rapid Transit C-Line has two stops within the area designated as TOD (the Transit Station is last northerly stop) that will provide access to adjacent land uses with frequent, and efficient bus/transit services providing connections to the area and broader region. A minimum of 75% of the land within this designation is planned to be developed with high-density residential use and the remaining land developed with supporting retail, office and commercial uses. Redevelopment will focus on connecting to the Transit Station and C-Line stops, future D-Line stops, as well as creating a walkable, bikeable, vibrant core in the City.

Image 3. Transit-Oriented Development (TOD) Description as Outlined in the 2040 Comprehensive Plan.

The 2040 Comprehensive Plan notes that the City has experienced significant change in the past decade with respect to its changing demographics and land use patterns. With the closure of the Brookdale Mall and numerous supporting retailers and service providers, and the major shifts and changes to bricks and mortar retail, the City's core economic engine effectively fizzled out, leaving a large contiguous area of vacant and underutilized land in the core of the City.

The 2040 Comprehensive Plan clearly indicates the Subject Property and full 80-acre Opportunity Site as a "potential area of change" (Refer to Map 2 below). As the 2040 Comprehensive Plan was the first comprehensive plan in the City's history to incorporate mixed-use land use designations (i.e. Neighborhood Mixed-Use, Commercial Mixed-Use, Business Mixed-Use, and Transit-Oriented Development), considerable time and effort was spent in detailing the integrating of uses, vision, and goals of these land use designations.



Map 2. 2040 Future Land Use Plan and Redevelopment Areas with Subject Property (highlighted in yellow).

The TOD land use designation was specifically created as previous planning efforts were historically silent on the "utilization of transit as a means to organize redevelopment efforts." Transit and accessibility have always been a consideration of the City's Comprehensive Plan, but as noted previously, have not served as a physical organizing feature of the Land Use Plan. The Comprehensive Plan notes that while previous efforts have simply addressed transit and mode choice such as walking or biking as part of its Transportation Chapter, current trends suggest that transit and mode choice are one of the principal components of a desirable, amenity rich community.

The City has the opportunity to capitalize on this shift in what can be considered the heart of Brooklyn Center given its current transit system (i.e. proximity to Metro Transit Center Station, multiple bus stops, and access to Bus Rapid Transit) and the availability of redevelopment land. The designated Opportunity Site likely serves as the City's greatest opportunity to address a desire to regain Brooklyn Center's competitive edge, and a carefully considered plan for redevelopment would likely drive traffic, be it in the form of residents, visitors, or workers, back to the City's core.

Chapter 3 (*Land Use and Redevelopment*) of the 2040 Comprehensive Plan also specifies that the TOD land use designation, "encourage a vibrant, integrated mix of uses in this area, which means the City is willing to let the market help shape how the area is developed," and that, "paramount to the success, regardless of density, is that the mix of uses includes more households of a variety of types, at various levels of affordability," which were reinforced during the community engagement process for the Opportunity Site and reiterated by the Applicant in their submitted narrative and summary of housing and community comment integration diagrams. These documents highlight the need for a "housing spectrum more representative of community standards" and references the draft Opportunity Site Master Plan's Housing Goals.

Table 3-6 within the 2040 Comprehensive Plan (noted as Table 1 below) anticipates the construction of 1,922 new residential units within the Transit-Oriented Development future land use designation by 2040, with the overwhelming majority of units projected for completion between 2021 and 2030.

Table 3-6. Anticipated Developable Acres and Residential Units by Decade

Future Land Use	2019-2020			2021-2030			2031-2040			2019-2040
	Est. Total Acres[a]	Residential Acres[a]	HH (Min)	Est. Total Acres[a]	Residential Acres[a]	HH (Min)	Est. Total Acres[a]	Residential Acres[a]	HH (Min)	Total New HH
Transit Orient Development 31.01-130 DU/A	12	9	279	48	36	1,116	22	17	527	1,922

Table 1. 2040 Comprehensive Plan – Anticipated Developable Acres and Residential Units within TOD Designation by Decade.

Of central theme to transit-oriented developments are the parking policies implemented that ultimately shape travel behavior, community design, and the economics of a development. While some cities have eliminated minimum parking requirements entirely, it is recognized that the City of Brooklyn Center is a first ring suburb that was overwhelmingly developed in a pattern that has been for the most part, auto-dependent.

The 2040 Comprehensive Plan further references the Institute for Transportation and Development Policy in outlining the elements unique to a transit-oriented development (TOD)—refer to Image 4 below.

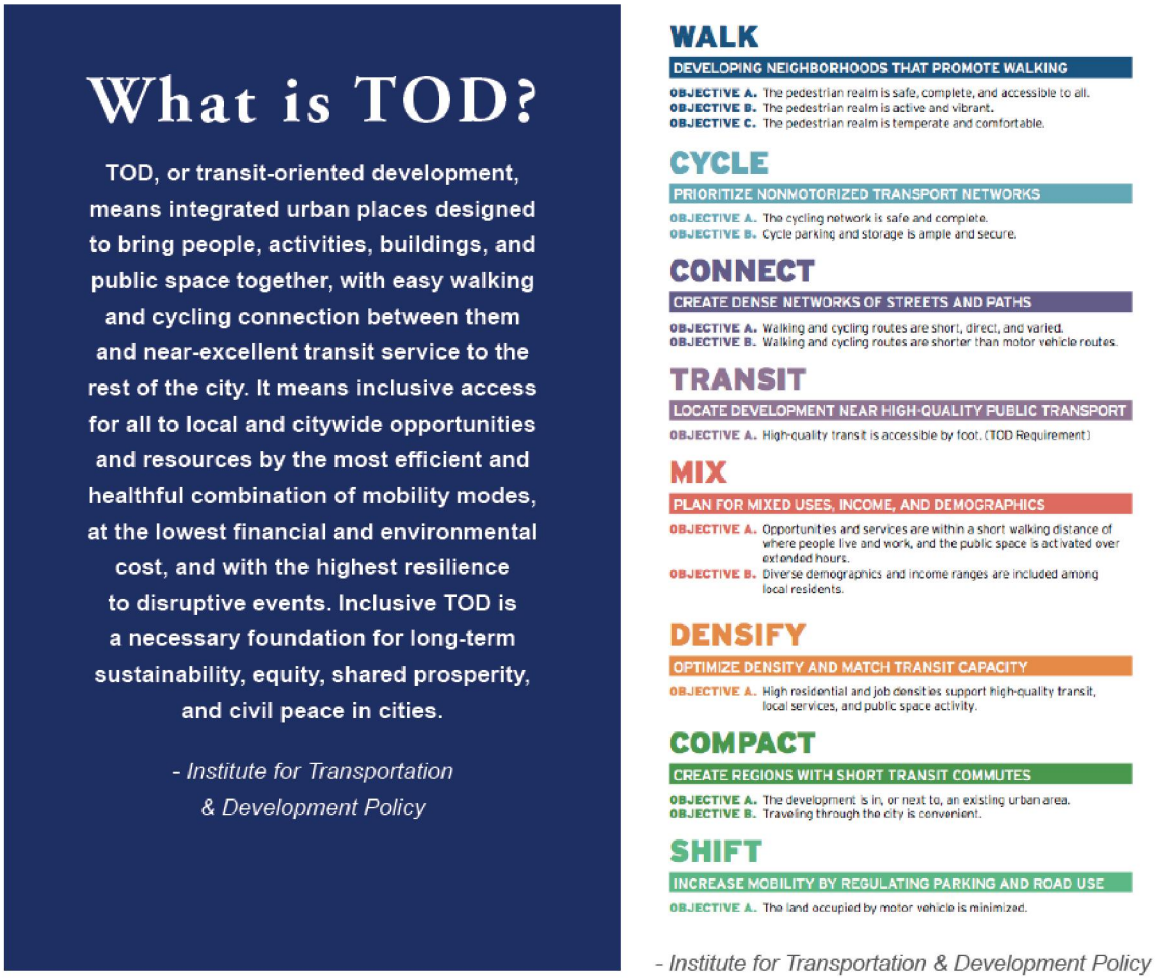


Image 4. 2040 Comprehensive Plan-Chapter 3 Land Use (TOD).

REQUESTS

PRELIMINARY AND FINAL PLAT

As proposed, the Applicant intends to re-plat the Subject Property to accommodate the creation of separate lots for the multiple proposed buildings, including Outlots intended to accommodate necessary public infrastructure, amenities, and future phasing. The re-platting of the Subject Property aligns with the greater Opportunity Site Infrastructure Framework, and accounts for the land necessary to build out an approximately 1,800 feet public roadway extension, future 3.5-acre urban-regional park (Three Rivers Park District), semi-regional stormwater ponding intended to serve the Phase I development and future phasing to the north, and other developable lands contemplated for future phasing and buildout of the Opportunity Site, which would be retained by the City/Economic Development Authority of Brooklyn Center until otherwise determined.

City staff conducted a review of the submitted preliminary and final plat against City Code requirements, and specifically Section 15 (*Platting*) of the City Code of Ordinances. City Engineer Mike Albers and Webb Surveying conducted a review of the application submittal documentation and plats (Exhibit A). Comments regarding the preliminary and final plat can be found in the memorandums dated July 8, 2022 and June 28, 2022 (Exhibit H).

It is noted in the attached memorandum that the City recommends providing exhibits reflecting the vacation of certain easements that will be rededicated on the new plat. An easement vacation application is required for separate submittal to the Engineering Division of Public Works and approval by City Council in advance of any plat recording.

Further review is recommended for the lot line located between Lots 1 and 2, Block 4, as portions of proposed building (Site 4) courtyard and other site features appear to encroach across the proposed lot line, and the Applicant will need to consider access easement provisions with regard to the proposed structured parking between Sites 4 and 5, which will straddle the proposed lot line. Additional comments addressed inquiries on the anticipated ownership model and necessity of further separation for Lot 1, Block 1 (Site 1) as this area is contemplated for construction of an approximately 278-unit multi-family residential building (Site 1A), entrepreneurial market (Site 1B), and common plaza and amenity space. As Site 1B is still underway in its design and community engagement process, separate site and building approvals are required prior to any construction, and City staff will know at that point whether approval of a separate vertical subdivision/Registered Land Survey (RLS) or Common Interest Community (CIC) plat is the path for separating the Site 1 uses and ownership.

Other minor corrections on the proposed graphics and dedication pages are noted in the referenced memo from Webb Surveying, dated June 28, 2022.

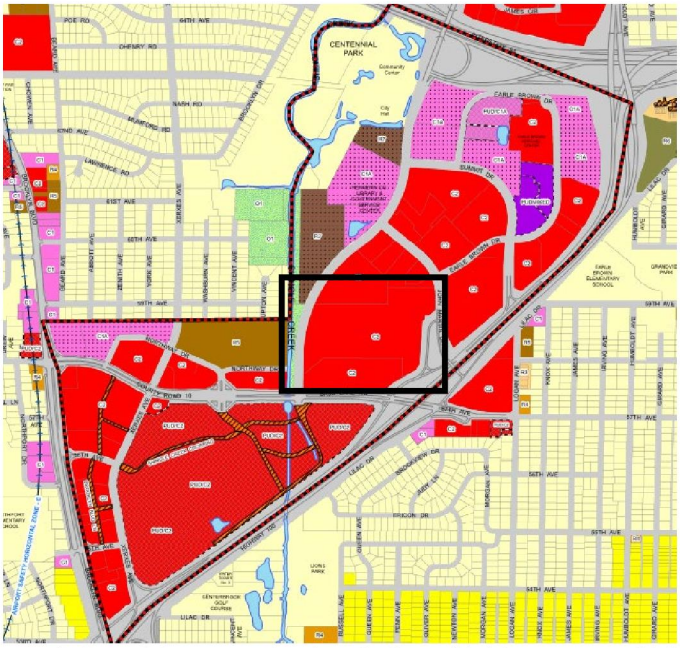
Per preliminary comments provided to the City by Hennepin County on July 5, 2022, comments were outlined addressing the dedication of certain right-of-way (e.g. sidewalks, clear view triangle), and a recommendation to add curb work at the northeast intersection of Bass Lake Road (County Road 10) and Shingle Creek Parkway, which would extend the sidewalk space by tightening the roadway radii to slow right-turning vehicles as they cross through the intersection. Any final plat comments or requirements will have to be addressed as a condition of approval prior to any recording with Hennepin County.

The Applicant will also need to provide an updated certified abstract of the title or registered property report to the City Planner and City Attorney for review.

Based on the above noted findings, City staff recommends the Planning Commission recommend City Council approval of the requested preliminary and final plat for the OPPORTUNITY SITE ADDITION, subject to the Applicant complying with the outlined Conditions of Approval, and approval of the related amendment to the City's Zoning Code to remove the Subject Property from the Central Commerce Overlay District, rezoning and Establishment of a Planned Unit Development, and site and building plans (4).

ZONING CODE AMENDMENT

Overlay districts generally apply an extra level of regulations or development criteria above the standard underlying zoning district. The Central Commerce Overlay District is an area roughly bounded by I-694 on the north, Highway 100 on the south and east, Brooklyn Boulevard on the west, and Shingle Creek on the north, and includes a specific list of permitted and prohibited uses.



Map 3. Central Commerce Overlay District and Subject Property (highlighted in black).

The Applicant is requesting an amendment to the Zoning Code and associated map (refer to Map 3 above) to remove the Subject Property from the Central Commerce Overlay District, and whose uses are outlined in Section 35-2240 (*CC Central Commerce Overlay District*), as residential uses are not currently permitted within the Overlay District.

As part of the ongoing Zoning Code update, the Central Commerce Overlay District is slated for removal; however, as that work is not yet complete, the submitted proposal requests the removal of this property from the Overlay District. In 2019, a similar request was made and approved by City Council as part of the redevelopment of the former Jerry's Foods site (5801 and 5803 Xerxes Avenue North) into a combined 270-units of housing across two multi-family residential buildings, and approval of the Crest Apartments expansion in 2021 (6221 Shingle Creek Parkway) required removal from the Overlay District as well. Other existing residential properties located within the Central Commerce Overlay District that pre-date the establishment of the Central Commerce Overlay District include the Lux Apartments (6100 Summit Drive North), Gateway Commons (2850 Northway Drive), and Ecumen Prairie Lodge (6001 Earle Brown Drive).

None of the uses contemplated within the Phase I Development are uses explicitly prohibited under Section 35-2240.4 (*CC Central Commerce Overlay District*), of which include: sauna and massage establishments, currency exchanges, pawn shops, secondhand goods dealers, auto repair establishments, gas stations, truck and trailer establishments, and indoor storage establishments.

Based on the above noted findings, City staff recommends the Planning Commission recommend City Council approval of the requested amendment to the City's Zoning Code to allow for the removal of the Subject Property, located at 2500 County Road 10 and 5900 Shingle Creek Parkway, from the City's Central Commerce Overlay District, subject to the Applicant complying with the outlined Conditions of Approval, and approval of the related preliminary and final plat, rezoning and Establishment of a Planned Unit Development, and site and building plans (4).

REZONING | PLANNED UNIT DEVELOPMENT

The Applicant requests approvals to re-zone and establish a Planned Unit Development (PUD) for the Subject Property located at the northeast intersection of Bass Lake Road (County Road 10) and Shingle Creek Parkway. These requests are integral to the submitted application requests to facilitate the Applicant's plans to subdivide and re-develop the Subject Property into a mixed use, commercial and residential Transit-Oriented Development (TOD). Prior to approval of the 2040 Comprehensive Plan, the City of Brooklyn Center had largely developed out through Euclidean zoning or "single use" zoning, which divides a municipality up by a set of permitted uses and ultimately "zoning districts."

PUDs may only contain uses consistent with the City's Comprehensive Plan and the uniqueness of each PUD requires that specifications and standards for streets, utilities, public facilities, and the approval of a land subdivision may be subject to modifications from the City ordinances generally governing them—essentially the City Council may approve plans that are *not in compliance* with the usual standards, specifications, or ordinance requirements where it is found that such are not required in the interests of residents or the City, although plans shall comply with all watershed, state, and federal, stormwater, erosion control, and wetlands requirements.

Presently, the Subject Property is zoned C2 (Commerce) District, which generally allows for various retail uses, service/office uses, medical and health uses, construction and contractor uses, and non-residential educational uses. The Applicant's proposed residential uses across three multi-family residential buildings and future multi-family residential phasing across three additional lots is not a permitted use in the existing C2 District. Additionally, group day care (childcare) facilities and event centers are only permitted in the C2 zoning district through issuance of a Special Use Permit, and are subject to special requirements per Section 35-412 (*Special Requirements in C2 Districts*) of the Zoning Code.

As stated above, the request to re-zone and establish a PUD would allow for the redevelopment of the Subject Property into a mixed-use, Transit-Oriented Development (TOD) that would incorporate approximately 743 housing units, a 24-hour childcare center, event center, commercial space, open and amenity spaces in a format that is not currently contemplated within the City's existing 1960s-era Zoning Code. The re-zoning to an underlying TOD District designation is in line with the City's adopted 2040 Comprehensive Plan, which designates the Subject Property as TOD (31.01-130 Dwelling Units per Acre) and the draft Zoning Code Update and forthcoming Unified Development Ordinance, which intends to designate the Subject Property as TOD.

Section 35-355 (*Planned Unit Development*) of the City's Zoning Code notes that upon the rezoning for a PUD, the district shall be designated by the letters "PUD" followed by the alphanumeric designation of the underlying zoning district, which may be either the prior zoning classification (PUD/C2) or a new

classification (PUD/TOD). Given that the major update to the City Zoning Code is currently underway and changes to districts are anticipated in order to align with the 2040 Comprehensive Plan, the request would be to re-zone following guidance from the 2040 Comprehensive Plan future land use designations for the Subject Property to a TOD. This allows for flexibility within the Zoning Code for developments which are either not defined or outlined as a use under the existing regulations. PUDs are often used to achieve a higher quality development, or achieve other City goals, in exchange for zoning flexibility from the City Code.

The plans submitted under Planning Commission Application No. 2022-003 would require certain flexibilities to account for the mixed-use nature of the four proposed buildings in the initial phase, additional housing developments and entrepreneurial market contemplated in future phasing, and infrastructure needs. As the current Zoning Code does not contemplate mixed-use transit-oriented developments or mixed-use developments in general, the establishment of a Planned Unit Development is requested to provide parameters in granting these and other flexibilities.

In conjunction with the proposed redevelopment application process, the City, community partners and stakeholders, and the Applicant completed a thorough and extensive community engagement process, which identified community priorities and desires for the future of the Opportunity Site development as a whole. The Phase I development intends to incorporate many community benefits and amenities that align with City goals, the Opportunity Site Master Plan, and community feedback received to date, and outlined community amenities and benefits, some of which are noted below in Table 2 below.

In return, the Applicant requests for certain deviations from the existing Zoning Code and other design standards to forward this proposal. Where possible, City staff has referenced the draft Unified Development Ordinance (UDO) and Zoning Code update provisions, and specifically, those provisions drafted for the Transit-Oriented Development District, in its review of Planning Commission Application No. 2022-003.

The integration of the above-referenced community benefits, and how they align with community input and City goals, is demonstrated below:

Community Feedback	Project Community Amenity/Benefit	Opportunity Site Master Plan and City Goals
Inclusive gathering places and open spaces	Trail and sidewalk connections to existing community assets, including a new park developed by Three Rivers Park District. Flex street that can be easily closed off for pedestrian friendly events, located between the Entrepreneurial Market Place and Event Center. Privately-owned and maintained plaza adjacent to the Entrepreneurial Market Place. Integration of public art into development and buildings.	The pedestrian network in Downtown Brooklyn Center is designed to provide access to daily needs within walking distance of all residents and visitors. By connecting to regional trails and providing safe streets and appropriate support facilities, cycling can be an efficient, healthy, and environmentally friendly means of transportation.
A housing spectrum that is more	A mix of multi-family housing	Promote a diverse housing stock that

representative of Community standards	developments with shared amenities and providing a spectrum of affordability levels and types (i.e. market, mixed-income, affordable, family-sized units), including 260 affordable housing units, 205 Mixed Income Units (40% of units at between 60-80% AMI, 60% Market Rate), 278 Market Rate Units.	provides safe, stable, and accessible housing options to all residents, including a mix of incomes with affordability integrated. Housing near amenities (health and social services, transportation, education, and quality job opportunities) that promote walkability, livability, and community.
Local Community business focus and integration of underserved residents	Entrepreneurial Market Place to be owned and programmed via community stakeholders and the City of Brooklyn Center. Barber, beautification, and wellness suites—including therapy and counseling offices for development by RFWM.	Downtown will feature several areas of commercial, retail, and civic activity that residents of the community and throughout the region will help activate throughout the week and year. The City also has multiple Economic Development and Employment goals that will be engaged through this development.
Need for more childcare options	24-hour childcare center	Downtown will feature several areas of commercial, retail, and civic activity that residents of the community and throughout the region will help activate throughout the week and year.
Innovative stormwater management strategies and alternative energy strategies	Sustainable stormwater strategies that are intended to be experienced through integrated landscape design, trails and places to gather. Stormwater system to be tied into the greater regional system, and with capacity to integrate future phasing and build-out of the Opportunity Site to the north. On-site renewable and alternative energy sources and high efficiency building systems, supplementing electricity and utility usage with 30% +/- reduction of utility bills for occupants.	Downtown will feature a stormwater system that manages rainwater throughout the Opportunity Site and district while also serving as a health, recreational, and aesthetic amenity for residents and visitors.

Table 2. Community Engagement Integration within Application Submittal.

The proposed Planned Unit Development would ultimately approve the framework necessary for the Phase I redevelopment of the City's Opportunity Site, which contemplates site and building plan approvals for three (3) separate multi-family developments (278-units, 205-units, and 60-units, respectively) across a spectrum of affordability levels, an approximately 27,000-square foot development containing an event center (approximately 6,600-square feet) with 24-hour childcare center (approximately 5,254-square feet), wellness and barber suites, and shared public amenities and infrastructure to support development of the project, including plaza space, a community flex street, on-street/shared parking, semi-regional ponding, sidewalks and trails.

Approval of the re-zoning, PUD, and plat requests would also provide the framework necessary for a proposed City-owned entrepreneurial market (Site 1B), which would be constructed adjacent to the 278-

unit multi-family development (Site 1A), and three future phases of smaller-scale multi-family affordable housing developments proposed by Project for Pride in Living and Resurrecting Faith World Ministries (Sites 5, 6, and 7).

It should be emphasized that approval of the Phase I Opportunity Site development, as contemplated under Planning Commission Application No. 2022-003, would frontload a substantial portion of public infrastructure work necessary to build out and expedite future phases of the overarching 80-acre Opportunity Site.

The creation of a transit-oriented development on the Subject Property incorporates mixed housing and commercial uses with densities that can support public and alternative transit opportunities and is in proximity to an existing transit center with Bus Rapid Transit (C-Line, and proposed D-Line service). The development at this location also provides an opportunity for reduced automobile dependency with the Subject Property's adjacency to the Shingle Creek Crossing shopping center and grocery options and services nearby. With this said, the intensity of a transit-oriented development requires certain increased densities, reduced building setbacks, and parking ratios, in order to bring people, activities, buildings, and public space together in a format conducive to walking and cycling, and with a mix of uses that will activate a place.

The Applicant also requests certain flexibility to incorporate signage for the proposed buildings at each development, and referenced on Sheet G005 of the overall PUD set. The existing Sign Code, which is also underway with an update, currently restricts multi-family buildings to no more than one (1) wall sign per building, not to exceed 10-square feet in area, and cluster developments with more than 36-units are entitled to either one (1) freestanding sign no greater than 36-square feet in area and no more than 10-feet above ground level, or two (2) identical freestanding signs located at opposite sides of the entrance not greater than 18-square feet in area and each not more than five (5) feet above ground level. The existing sign code is also not conducive to more current design standards for signage (e.g. blade signage).

Although considered perhaps early in the planning phase, City staff recommended that the Applicant provide a signage schedule to address proposed locations and maximum square footage of each respective monument, wall, or wayfinding sign on the Phase I Opportunity Site, and particularly due to the constraints posed currently for multi-family residential. In review of the proposed signage locations, City staff noted that the proposed ground-mounted signage (i.e. monument, wayfinding) shall be further reviewed to ensure sight-lines are maintained and to verify that no easements will be encroached upon. Sign locations would be subject to final City review for overall scaling, placement, and approval conditions, and subject to separate City sign permit approvals.

As approval of any development plan for the Subject Property shall constitute a re-zoning to PUD, approvals to establish a PUD require the City Council to base its actions on the re-zoning under the following criteria:

1. Compatibility of the plan with the standards, purposes, and intent of this section (Section 35-355);
2. Consistency of the plan with the goals and policies of the Comprehensive Plan;
3. The impact of the plan on the neighborhood in which it is to be located; and
4. The adequacy of internal site organization, uses, densities, circulation, parking facilities, public facilities, recreational areas, open spaces, and buffering and landscaping.

With regard to the intended rezoning, Section 35-208 (*Rezoning Evaluation Policy and Review Guidelines*), outline that it is the City's policy that:

a. Zoning classifications must be consistent with the Comprehensive Plan; and
b. Rezoning proposals shall not constitute "spot zoning," defined as a zoning decision which discriminates in favor of a particular landowner, and does not relate to the Comprehensive Plan or to accepted planning principles.

Furthermore, requests for re-zonings should be assessed against a series of guidelines outlined under the City's Zoning Code:

a. Is there a clear and public need or benefit?
b. Is the proposed zoning consistent with and compatible with surrounding land use classifications?
c. Can all permitted uses in the proposed zoning district be contemplated for development of the Subject Property?
d. Have there been substantial physical or zoning classification changes in the area since the Subject Property was zoned?
e. In the case of City-initiated rezoning proposals, is there a broad public purpose evident?
f. Will the Subject Property bear fully the ordinance development restrictions for the proposed zoning districts?
g. Is the Subject Property generally unsuited for uses permitted in the present zoning district, with respect to size, configuration, topography, or location?
h. Will the rezoning result in the expansion of a zoning district, warranted by:
    1. Comprehensive Planning;
    2. The lack of developable land in the proposed zoning district; or
    3. The best interests of the community?
i. Does the proposal demonstrate merit beyond the interests of an owner or owners of an individual parcel?

Based on the above noted findings, City staff recommends the Planning Commission recommend City Council approval of the requested re-zoning of the Subject Property from C2 (Commerce) District to establish a Planned Unit Development (Planned Unit Development/Transit-Oriented Development District) for the Subject Property located at 2500 County Road 10 and Shingles Creek Parkway, subject to the Applicant complying with the outlined Conditions of Approval, and approval of the related requests for an amendment to the City's Zoning Code to remove the Subject Property from the Central Commerce Overlay District, preliminary and final plat, and site and building plans (4).

SITE AND BUILDING PLANS (4)

The Phase I Opportunity Site, as contemplated under Planning Commission Application No. 2022-003, will encompass a significant area of land located at 2500 County Road 10 (PID: 02-118-21-24-0019) and 5900 Shingle Creek Parkway (PID: 02-118-21-24-0020), which are both currently owned by the City of Brooklyn Center's Economic Development Authority (EDA). The approximately 16-acre redevelopment, as proposed, contemplates full site and building plan approvals for four buildings (Sites 1A, 2, 3, and 4) with their respective site and Phase I improvements, and the PUD approvals and flexibilities necessary to effectively placeholder additional phasing within the Phase I development.

Sites 1B, 5, 6, and 7 are reflected in the submitted requests to re-plat, re-zone, and establish a Planned Unit Development, but will require separate site and building plan approvals, due to project timing. While the proposed Entrepreneurial Market (Site 1B) will require site and building plan approvals in the near term given its adjacency to the proposed 278-unit multi-family building (Site 1A) and anticipated construction by Alatus (the Applicant), Sites 5, 6, and 7 are affordable multi-family residential developments that will seek outside funding to further the proposals (e.g. LIHTC credits). The submitted

PUD plan set provides a breakout of the potential project phasing and interim site conditions (e.g. sodding/seeding). Refer to Table 3 below.

Site	Building Name	Stories	Gross Area	Dwelling Units	Acres	Phase
1A	Alatus | Multi-Family Housing 1	6	415,100	278	2.61	1A
1B	Entrepreneurial Market	2	19,110	0	0.71	1A
2	RWFM | Event Center	1	26,500	0	1.87	1A
3	Alatus | Multi-Family Housing 2	6	300,100	205	2.48	1C
4	PPL + RFWM | Family Housing	5	72,000	60	0.87	1B
5	PPL + RFWM | Workforce Housing	4	79,000	70	0.78	1D
6	Family Housing	4	72,000	60	0.72	1E
7	Family Housing	4	72,000	60	0.86	1F
A	Outlot A	-	-	0	5.02	1A – 1E
TOTALS				**733**	**15.92**	

	Full Approvals: (1) Site and Building Plan, **(2)** Removal from Central Commerce Overlay District, **(3)** Rezoning and Establishment of a Planned Unit Development, and **(4)** Re-plat
	Partial Approvals: (1) Removal from Central Commerce Overlay District, **(2)** Rezoning and Establishment of a Planned Unit Development, and **(3)** Re-plat | **Separate Approvals Required for Site/Building Plan.**

Table 3. Opportunity Site-Phase I Project-Specific and Phasing Information.

Site Design



Image 4. Submitted Overall PUD Site Plan for Subject Property.



Image 5. Submitted Rendering of Overall Phase I Opportunity Site Development.

The submitted Phase I development of the Opportunity Site would encompass approximately 16-acres and provide primary vehicular access off Shingle Creek Parkway, with future access and connection via an extension to John Martin Drive. As proposed, no access would be provided for off Bass Lake Road (County Road 10) and an existing driveway would be removed. Preliminary comments received back from Hennepin County indicate support for the proposed internal sidewalk additions and recommended additional connectivity to the existing sidewalk running along Bass Lake Road.

The Applicant worked through multiple iterations of the project proposal between 2018 and today. As the proposal stands today, the Phase I development would be bounded on two edges by a proposed, approximately 3.5-acre urban-regional park, to be owned and maintained by Three Rivers Park District, and a semi-regional stormwater park, complete with sidewalk and trail connections to the existing Shingle Creek and Twin Lakes Regional Trails, which are conveniently located at the intersections of Bass Lake Road (County Road 10) and Shingle Creek Parkway. Pending approval and construction of the Three Rivers Park District park, contemplated for construction just north of Site 1, a trail re-alignment would likely take place to provide direct access to this amenity.

The Applicant notes in their narrative that the development, as submitted, is intended to provide a series of interactive, outdoor spaces and amenity spaces to allow for people to connect with one another and their surroundings. It is with guidance from the 2040 Comprehensive Plan, previous planning efforts and studies of the Opportunity Site, extensive community engagement, and a major Zoning Code update currently underway, which would re-zone the Subject Property from its existing C2 (Commerce) District designation to TOD (Transit-Oriented Development), that the Applicant has re-envisioned the Subject Property to the proposal as submitted.

Additionally, the site plans were reviewed against the Active Living Guidelines established for the Opportunity Site under City Council Resolution No. 2015-154, (Exhibit I), which approved an Opportunity Site specific Planning and Development Application, and provides a checklist that addresses building design standards, and provision of pedestrian-level infrastructure and elements.

Per the checklist, proposed buildings should be located near the front street (ROW) line wherever possible, with entrances located off this front edge, and sited in ways to make entries or intended uses

clear and convenient to pedestrians. Further, entrances should be well-lit for user security, and parking lots are encouraged to be underground, in parking structures, or located behind buildings if possible, and designed to facilitate shared parking between uses. Proposed building locations and site connectivity decisions should be informed using CPTED (Crime Prevention Through Environmental Design) principles, including connections to well-lit sidewalks buffered by street trees or other amenities.

At the core of the Phase I Opportunity Site's design are the community benefits outlined within a series of exhibits, diagrams, and schedules, which the development has oriented itself around (Exhibit A).

Setbacks | District Requirements

As proposed, the Subject Property would be re-platted. The following building setbacks are indicated on the newly proposed lots to serve the Phase I development:

Minimum Setbacks (Feet)	TOD District-Draft	Site 1(A) Multi-Family (Alatus)	Site 2 Event |Suites (RFWM)	Site 3 Multi-Family (Alatus)	Site 4 Multi-Family (PPL +RFWM)
Front Build-to	0-10	13	12	12	4
Front (Interior)	N/A	-	-	-	-
Secondary Front (Corner)	0-10	-	-	-	-
Side (Interior)	10-50	40 +/- (varies)	21 | 17	36	10
Rear	10-50 5 (alley)	13	108	52	30-60 (varies)

Table 3. Existing and Proposed Setbacks for the Submitted Site and Building Plans (Subject Property).

Sites 1 (Multi-family, Alatus), 2 (Event Center, RFWM) and Site 3 (Multi-family, Alatus) are all proposed with building setbacks that slightly exceed the building setback provisions as outlined in the draft TOD District requirements; therefore, a request is made to deviate from these provisions as part of the PUD approval request. Per City staff review, some of the deviations are due to the architectural projections on Sites 1A and 3, which result in a deeper setback requirement for the building, as building setbacks are measured from a wall. In the case of the proposed event center (Site 2), greater setbacks are provided in order to incorporate on-site surface parking, a proposed playground for the 24-hour childcare center, and some spacing requirements for the outlined flex street (Outlot A), to be located between the event center (Site 2) and the proposed entrepreneurial market (Site 1A).

The maximum outlined impervious coverage as outlined in the draft TOD provisions is 85-percent. The existing Subject Property is approximately 90-percent impervious and comprised almost entirely of remnant parking lot. The Applicant worked with City staff to reduce the impervious coverage down to the outlined maximum 85-percent coverage.

The draft TOD requirements specify that any new blocks established are between 300 and 500 feet in length as a means to address pedestrian-oriented design and to maximize overall walkability within a development. Maximum block perimeters shall be no greater than 2,000 feet. The new blocks contemplated as part of the application submittal meet these requirements.

Furthermore, the draft TOD District density provisions specify a range of 31 to 130 dwelling units per acre, which is in alignment with the future land use designation provisions for the TOD as outlined within the City's adopted 2040 Comprehensive Plan. Based on a review of the submittal, the overall densities within

the residential components of the development range from between 68 and 90 dwelling units per acre and therefore comply with this standard. Refer to Table 4 below.

Site	Building Name	Stories	Gross Area	Dwelling Units	Acres	Phase	Density (DU / Acre)
1A	Alatus | Multi-Family Housing 1	6	415,100	278	2.61	1A	107
1B	Entrepreneurial Market	2	19,110	0	0.71	1A	-
2	RWFM | Event Center	1	26,500	0	1.87	1A	-
3	Alatus | Multi-Family Housing 2	6	300,100	205	2.48	1C	82.7
4	PPL + RFWM | Family Housing	5	72,000	60	0.87	1B	68.9
5	PPL + RFWM | Workforce Housing	4	79,000	70	0.78	1D	89.7
6	Family Housing	4	72,000	60	0.72	1E	83.3
7	Family Housing	4	72,000	60	0.86	1F	69.7
A	Outlot A	-	-	0	5.02	1A – 1E	-
TOTALS				**733**	**15.92**		

Table 4. Showing Gross Areas, Units and Density for Proposed Phase I Opportunity Site Development.

Architectural Design

City staff reviewed the four developments requesting full site and building approvals (Sites 1A, 2, 3, and 4) against the draft provisions outlined within the draft Zoning Code update and Unified Development Ordinance (UDO) underway, as well as the City's existing Architectural Design Guidelines, which require at least 50-percent of each elevation (face) of a building to be constructed of Class I materials, with the remainder constructed of Class II materials.

Material Breakdown	Site 1 Multi-Family (Alatus)	Site 2 Event Center | Childcare |Suites (RFWM)	Site 3 Multi-Family (Alatus)	Site 4 Multifamily (PPL + RFWM)
North Elevation				
Class I (%)	45%	72%	62%	50%
Class II (%)	55%	28%	38%	50%
South Elevation				
Class I (%)	53%	77%	52%	34%
Class II (%)	47%	23%	48%	66%
East Elevation				
Class I (%)	45%	65%	66%	46%
Class II (%)	55%	35%	34%	54%
West Elevation				
Class I (%)	45%	68%	60%	51%
Class II (%)		65%		33%

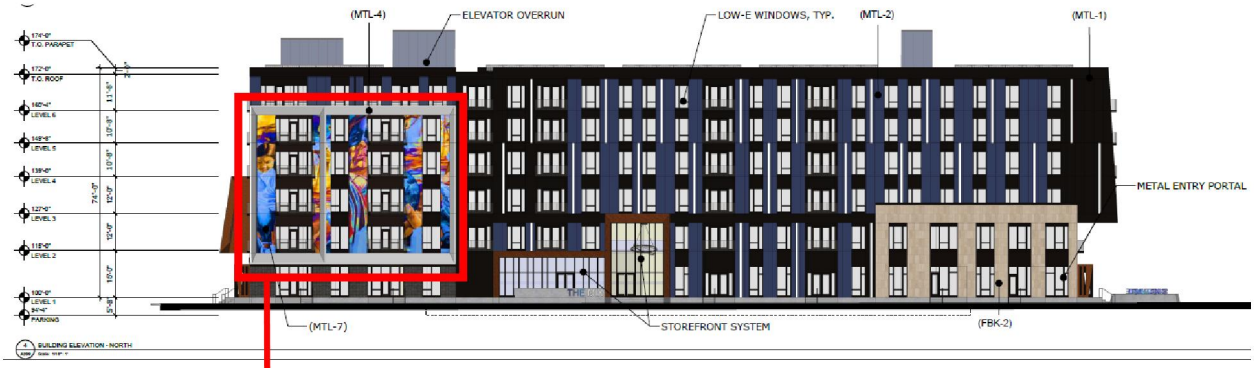
Table 5. Proposed Building Material Breakdown per Building (Subject Property).

An elevation by elevation breakdown of Class I and Class II building materials for each of the prospective developments contemplated under Planning Commission Application No. 2022-003 were provided by the Applicant per City staff request and have undergone multiple revisions and tweaks following City staff and community input. Refer to Table 5 above for a building-by-building breakdown of materials.

Each of the buildings is unique in its massing, articulations, materials, and amenities. For Alatus' developments, Site 1A proposes a primary Class I composition of Low-E glass, brick face, aluminum composite, and select public wall art; whereas a mix of Low-E glass, dark brick, light-colored stone, aluminum composite, and public wall art would be combined to satisfy the Class I requirements for Site 3.

Sites 2 (Resurrecting Faith World Ministries) and 4 (Project for Pride in Living and Resurrecting Faith World Ministries) propose a majority of Low-E glass and dark brick for each elevation. While Site 2 appears to meet the minimum 50-percent Class I threshold, Site 4 appears to reflect slight deficiencies on the south and east elevations.

In earlier conversations with the Applicant and Applicant Architect, it was determined that at least two of the proposed multi-family buildings (namely Sites 1 and 3) had set aside sections of wall space for the integration of public art and had earmarked it as a "Class II" material. It was through these conversations that City staff determined that public art, as determined through selection of an artist for originally-commissioned work, as opposed to the application of commercially available graphics, could request consideration for Class I determination. The submitted plans appear to now identify these areas as "Class I." Refer to Image 6 below.



NORTH ELEVATION			
MATERIAL	**DESC.**	**CLASS**	**%**
GLASS	LOW-E GLASS	I	32%
FBK-1	DARK BRICK	I	6%
FBK-2	LIGHT STONE	I	0%
			38%
MTL-1	ALUMINUM COMPOSITE MATERIAL (BLACK)	II*	28%
MTL-2	ALUMINUM COMPOSITE MATERIAL (BLUE)	II*	19%
MTL-3	ALUMINUM COMPOSITE MATERIAL (METALLIC)	II*	3%
MTL-4	ALUMINUM COMPOSITE MATERIAL (WHITE)	II*	0%
MTL-5	ALUMINUM COMPOSITE MATERIAL (METALLIC GRAY)	II*	6%
MTL-6	ALUMINUM COMPOSITE MATERIAL (CORTEN APPEARANCE)	II*	1%
MTL-7	CUSTOM METAL MATERIAL MURAL	II*	5%
			62%

Image 6. Example of Public Art Application as Class I Material (Site 3).

While some sets reflect breakdowns of both Class I and Class II materials (i.e. Sites 2 and 4), other sets only reflect Class I materials (i.e. Sites 1A and 3). City staff requests that the Applicant revise the elevation-

by-elevation renderings to reflect not only a Class I breakdown of materials, but Class II as well. Furthermore, any deficiencies in minimum Class I materials shall be corrected to meet the 50-percent threshold or Class II materials interpreted to be Class I (i.e. public wall art).

Traffic | Access | Parking | Circulation | Connection

Traffic | Access

As proposed, no access would be provided for along Bass Lake Road (County Road 10) and an existing driveway would be removed. Primary access to the Phase I development would be gained via an existing signalized intersection located on Shingle Creek Parkway, with northbound traffic utilizing a dedicated right turn lane into the development, and southbound traffic utilizing an existing dedicated left turn lane at the signal. Said access is proposed for extension to John Martin Drive, and the Applicant has incorporated plans for the construction of approximately 1,800-feet of roadway, intended for acceptance as public right-of-way post construction, as part of this submittal.

Northbound traffic on Shingle Creek Parkway would also have the option of utilizing an access point to the south of the existing traffic signal. It is from these access points that residents and visitors would gain access to the network of private streets. For clarity's sake, the Applicant should provide an exhibit displaying parking and street/drive aisle dimensions with respect to direction of traffic, and any proposed directional or street signage.

Refer to the Opportunity Site Traffic Report (dated February 8, 2021) by Bolton & Menk, and memo dated June 28, 2022, and provided by Bryan Nemeth (Bolton & Menk), in review of the submittal as contemplated under Planning Commission Application no. 2022-003 and with respect to Opportunity Site Traffic Report (Exhibit H).

The 2021 Opportunity Site Traffic Report notes that the existing traffic capacities noted along Shingle Creek Parkway and Bass Lake Road (County Road 10) provide for between 26,900 and 32,200 vehicles per day based upon the existing roadway typical section and outline a volume to capacity ratio of less than 0.85, which is considered of acceptable capacity.

Per City Engineer's Mike Alber's memorandum, dated July 8, 2022 (Exhibit H),

"The submitted PUD is slightly different than the Opportunity Site Traffic and Transportation Analysis, but similar to the Environmental Assessment Worksheet (EAW) with minor revisions to the development mix sizes. The review provided by Bolton & Menk indicated *no major changes* in comparison to the Opportunity Site Analysis and the EAW, especially in the critical evening (PM) peak hour.

It is not likely that the difference will result in unacceptable traffic operations for the area. The proposed access to Bass Lake Road as identified in the Opportunity Site Analysis is now *not* included as part of the project. The traffic results from the Opportunity Site Analysis should be updated for the change in trip distribution and access use with this and other development changes in the area in comparison to the original study, especially as it relates to the roadway lane needs into and out of the area, and to verify that safety and operations are not negatively impacted."

A loading exhibit was provided with the overall PUD submittal set (Sheet G006), indicating the proposed locations of interior trash rooms, loading docks, trash staging, and designated delivery areas. City staff

requests that the Applicant provide detailed exhibits outlining proposed garbage truck, delivery truck, and fire truck routing and turn radiuses.

As part of the review, City staff requested a review by the City of Brooklyn Center Fire Department of the proposed community flex street, which indicates two one-way drive aisles of approximately 16.5 feet in width and angled parking on either side. Per Fire Inspector Brandon Gautsch's review, it is requested that the Applicant refine the drive aisle widths as necessary to accommodate the City's fire truck equipment. With regard to the Fire Code and specifically Appendix D (*Aerial Apparatus Access*), a minimum of 17.5 feet is outlined to accommodate the extension of the outriggers on the City's tower apparatus. In addition, the Applicant will need to ensure adequate clearance of overhead obstructions and a ground clearance of just under 50 feet for the truck. It is further requested that the Applicant provide an exhibit that demonstrates a turning radius of approximately 36.5 feet to accommodate the fire truck.

Parking

The purpose of the TOD (Transit Oriented Development) District is to support opportunities for dense, transit-supportive and transit-oriented development. The TOD district therefore requires intensities and patterns of development that support vibrant pedestrian activity, and discourages land uses and development patterns that could decrease walkability or interfere with the future growth of transit-oriented development and transit ridership. While it is not uncommon in TOD-designated areas to completely eliminate parking minimums, City staff is cognizant of the City's primarily auto-dependent development pattern as a first ring suburb overwhelmingly built out between the 1950s and 1970s.

One of the primary goals of a transit-oriented development is to minimize the land occupied by motor vehicles so as to provide higher quality amenities and services within said development. The City's transit center, which is one of the busiest boarding locations in the Metro Transit system, and providing Bus Rapid Transit (BRT) service, is located between ¼ and ½ mile of the Subject Property, depending on one's location. Even with transit as a consideration, it is hoped that residents and visitors will access the shopping off Bass Lake Road (County Road 10) and on-site amenities via alternative forms of transportation.

The Applicant provides a rationale for the parking provided in their narrative (Exhibit A) and indicates that while the progressive components of a TOD should be considered, it is also "crucially important to consider current transit and vehicular considerations."

The Applicant provided a breakdown of the parking contemplated as part of the Phase I development of the Opportunity Site in Table 6 below; however, City staff noted discrepancies in the total parking provisions and submitted plan sets—indicated in Table 7 below. The Applicant shall work with City staff to ensure all narratives and plan sets provide a clear and consistent application of parking throughout the Subject Property and as a flexibility granted within the requested PUD.

City staff reviewed the submitted plan sets against the Opportunity Site Traffic Report (dated February 8, 2021) by Bolton & Menk, and traffic review memo dated June 28, 2022 provided by Bryan Nemeth (Bolton & Menk), and in response to the plans submitted as part of the Phase I redevelopment of the Opportunity Site. It should be noted that the aforementioned reports and memos and trip generation estimates were determined utilizing a combination of historical traffic data, in conjunction with provided development strategies, and methods provided by the Institute of Transportation Engineers (ITE), Trip Generation Manual, 10th Edition.

Site	Phase	Building Name	Parking Spaces	Type of Parking
1A	1A	Alatus | Multi-Family Housing 1	395	Structured
1B	1A	Entrepreneurial Market	60	Street
2	1A	RWFM | Event Center	104	Surface Lot
3	1C	Alatus | Multi-Family Housing 2	294	Structured
4	1B	PPL + RFWM | Family Housing	43	Structured
5	1D	PPL + RFWM | Workforce Housing	41	Structured
6	1E	Family Housing	38	Structured
7	1F	Family Housing	38	Structured
A	1A – 1E	Outlot A	154	Street
TOTALS			**1,167**	

Table 6. Breakdown of Parking Types and Spaces Allocated for Opportunity Site-Phase I.

Parking Use	Required Parking Spaces (Draft TOD)	Provided Parking Spaces (in bold)	Parking Ratio
Site 1A-Multi-Family Housing with Site 1B-Entrepreneurial Market Space	2 Spaces per Dwelling Unit Max 278 units x 2 = **556 Spaces Max** Entrepreneurial Market: Assumes 4 spaces per 1,000 SF (Spaces 10,000 SF+) @ approximately 20,000 SF for "retail development" = **80 spaces**	Structured Parking: **395** **Note:** Site 1B- Entrepreneurial Market indicates **60** on-street parking spaces, which are accounted for in shared parking count column below. **(Minimum parking to be further evaluated as part of future site and building plan submittal.)**	1.4
Site 3-Multi-Family Building (Alatus)	2 spaces per unit max 205 units x 2 = **410 spaces Max**	Structured Parking: **294 (Noted as 290 elsewhere)**	1.43
Site 4-Multi-Family Building (PPL + RFWM)	2 spaces per unit max 60 units x 2 = **120 Spaces Max**	Structured Parking: **51 (Verify total parking and construction of proposed structured parking with Site 5/project timing).** Future shared site buildout with Site 5 to provide additional parking)	1.18
Site 2-Event Center | 24-Hour Daycare | Wellness + Barber Suites (RFWM)	Assembly: 300 attendants + assumed 10% or 30 staff (Catering TBD | 7 Non-Event Staff Max/Daytime) = 330 @ 1 space per 3 people = ~**110 Spaces** Childcare: based on max staff on shift (indicated 7 staff | 3 pick-up/drop-off) Retail (Barber | Wellness): Less than 10,000 SF = 3 spaces per 1,000 SF - 3,124 SF /1,000 SF x 3: **10 Spaces** **TBD but assumption of 120+ spaces total**	Surface Lot: **104** **(Anticipates necessity of overflow parking along private streets depending on event center needs—see below)**	0.86
Shared Parking + Private Streets		**41 + 38 + 38 (Future Housing/Site 4+5 to be verified)** + 154 Unassigned (Street) + 60 (Entrepreneurial Market-Street) = **331 Spaces**	--
ADA	***TBD***	TBD per MN Accessibility Code	
Total Required Parking			
Total Provided Parking		**1,175 Spaces**	

Table 7. Minimum and Provided Parking.

The review of parking contemplated below is with respect to the above report and memo, data and plan sets provided as part of the application submittal, the parking and Transit-Oriented Development provisions outlined in the draft Unified Development Ordinance (UDO) currently underway, existing Zoning Code provisions outlined under Section 35-704 (*Minimum Parking Spaces Required*), and the 2040 Comprehensive Plan.

At first glance, and if taking a purely mathematical review, it may appear that the parking is insufficient; however, a parking reduction of 10-percent was applied per the provided traffic memo due to the Subject Property's proximity to transit stops, reducing the overall parking need to a minimum of 1,881 spaces (2,090 spaces, as identified in traffic review memo x 0.90). Even with this reduction, the proposed 1,167 spaces do not appear to be consistent with City Code, as there is an identified deficiency. However, the proximity of shopping in the area could be considered for further an additional reduction of 10-percent (for a total of 20-percent), or 505 parking spaces, as outlined through the site.

With that said, City staff has additional considerations to in terms of the minimum of 2,090 parking spaces outlined within the traffic review memo provided by Bolton & Menk that should be addressed. The provided traffic review memo assumes the following:

- Multi-family residential requires two (2) parking spaces per dwelling unit plus 0.5 for each unit for guest parking
    - ***City Staff Response:*** *The draft parking provisions as contemplated under the draft Unified Development Ordinance assume* ***up to*** *two (2) parking spaces maximum per dwelling unit, not minimum, for multi-family residential buildings. Assuming construction of all 743 units as contemplated under the Phase I development (Sites 1A, 3, 4, 5, 6, and 7), and staff interpretation of parking, to be provided within structured parking garages, a parking ratio of 1.15 spaces per unit would be achieved. Alatus indicates an average of 1.4 parking spaces per dwelling unit within its two multi-family residential developments (Sites 1A and 3), and encompasses 65-percent of the total proposed multi-family residential units contained in Phase I.*

- Retail development is one (1) space per 200-square feet
    - ***City Staff Response:*** *Parking minimums for the proposed entrepreneurial market (Site 1B) will be determined by the final programming and usage, which is wrapping up. For planning purposes, City staff reviewed the completed Brooklyn Center Entrepreneurship Market Strategy, prepared by ACER Inc. and NEOO Partners, Inc. which outlines the anticipation of "office space and supporting uses (conference rooms, phone/breakout areas), two to three food service areas, and small footprints of retail space" in the Facility and Infrastructure Needs portion of the document (Exhibit D).*

      Although the Entrepreneurial Market (Site 1B) is contemplated for platting, re-zoning and PUD approvals, which would outline a flexibility in terms of project size of 20 to 40,000-square feet (currently proposed at approximately 20,000-square feet), Site 1B will require formal site and building plan approvals from the City under a separate application submittal. With this in mind, City staff utilized calculated potential parking needs utilizing the drafted "other retail stores or centers," which would require four (4) parking spaces per every 1,000-square feet in developments greater than 10,000-square feet in size. This is as opposed to the minimum of one (1) parking space per every 200-square feet as

outlined in the traffic review memo, which would require a minimum of 100 spaces. Assuming 20,000-square feet and a 100-percent of the space calculated with a "retail store" designation, which seems unlikely, a minimum of 80 parking spaces would be required (60 are currently proposed).

- Office areas are required to have from 5 to 5.5 spaces per 1,000 SF
    - ***City Staff Response:*** *The draft provisions for "office buildings, exclusive of those uses otherwise listed" requires a minimum of three (3) parking spaces for every 1,000-square feet. This would apply to the limited ancillary space within the proposed event center and a designated therapy office (Site 2) and Entrepreneurial Market (Site 1B). Per City staff review of the proposed Entrepreneurial Market, it is likely that the outlined office spaces will serve existing users and staff of the respective buildings in the form of meeting rooms and workspace. Further analysis of the minimum parking needs for the Entrepreneurial Market would take place as part of a forthcoming site and building plan application, and pending approval of this application.*

- Event centers likely fit into the category of one space for every 2.5 seats, but seats are unknown
    - ***City Staff Response:*** *Per City staff discussions with the Applicant and Applicant Architect, the main gathering space identified within the event center was designed to seat 300 occupants, and the identified pre-event and outdoor event spaces are intended to serve said gathering space, rather than for separate reservation. Assuming a calculation of 1 space for every 3 seats, which is the City's current and proposed calculation for "assembly" type uses, a minimum of 100 parking spaces would be required to serve the main event space within the event center, along with additional parking spaces reserved for some identified office space and the 24-hour childcare center. As 104 on-site parking spaces are currently contemplated for Site 2, there is an expectation that some visitors would utilize the parallel parking located along the private streets surrounding the site.*

      Although there are proposed wellness and barber suites within Site 2 (event center building), which are proposed to occupy approximately 3,124-square feet of the Site 2 building, the entrance is oriented towards the flex and private streets, and it is likely that these spaces would be the most desirable for serving parking needs. As proposed, the therapy office would be open from 8 a.m. to 8 p.m. and the barber suites would operate from 6 a.m. to 6 p.m. A maximum of 7 non-event center staff are proposed to work from 7 a.m. to 5 p.m., Monday through Friday, and any event or catering staff would likely utilize the on-site or adjacent private street parking. As proposed and outlined below, the parking for the childcare center staff and parents/guardians (maximum of 7 staff and 3 pick-up/drop-off spaces), would be dedicated.

- For childcare centers, it is assumed that, "1 space per employee plus one space per seven children" is required
    - ***City Staff Response:*** *Current City Code provisions do not specifically outline childcare centers (or schools for that matter) as a use for parking purposes, and historically, minimum parking needs have been through allocation of sufficient parking to serve maximum staff levels, as well as sufficient pick-up and drop-off spaces. City staff relayed to the Applicant and Applicant Architect an expectation that parking in proximity to the center be dedicated for childcare center staff and those picking up or dropping off children, particularly given the adjacent event center and hours of operation.*

As is indicated in the submitted narrative, the Applicant assumed a maximum of 7 staff at any one time for the proposed 24-hour childcare center, and would be open Monday through Saturday. Seven (7) parking spaces would be dedicated for childcare center staff and an additional three (3) spaces dedicated for pick up and drop off.

As PUDs allow for a certain deviation or flexibility of standards, a parking reduction (deficit) is acceptable to create a less automobile-dependent project. Most importantly, parking requirements for multi-family residential developments are outlined in the draft provisions of the Zoning Code update are not **Minimums**, but rather **Maximums** in order to further this multi-modal objective. In previous reviews of existing multi-family developments throughout the City, it was determined that there was not necessarily a shortage of parking, but that rather it came down to the overall management and maintenance of quality parking (e.g. designated parking spaces, snow removal) and the location of spaces (e.g. proximity to building, overall sense of safety and adequate lighting). Thus, having a parking deficit for the housing portion of this PUD/TOD development is acceptable, although City staff will require that the Applicant work through a CPTED (Crime Prevention Through Environmental Design) review. City staff believes that despite less parking in the multi-family developments, the parking number will be more reliable given the structured (protected) parking format.

As noted above, City staff requested dedicated parking in close proximity to the proposed 24-hour childcare center, and specifically for staff and pick-up/drop-off, and with respect to the adjacent event center. Per discussions with the Applicant, and provided the orientation of the proposed wellness/barber suites, whose access fronts along the proposed flex street, it is assumed that visitors and staff are more likely to utilize the street parking (10 parking spaces minimum). City staff worked with Applicant to provide additional on-site parking for event center use. The original submittal contemplated 87 on-site, surface lot spaces; whereas, the submitted plan set provides for 104 spaces (+ 17 spaces added). It should be noted that maximum usage of Site 2 is dependent upon the scheduling of events, and is therefore fluid in its use. The mix of uses on Site 2 appear to provide enough flexibility and compatibility (e.g. hours of operation, access to building) that City staff do not foresee a major conflict in the demand for parking.

The proposed event center, 24-hour childcare center, and barber/wellness suites (Site 2) provide for 104 on-site surface lot spaces, which would result in a deficiency of 16 spaces, although it should be noted that customers and staff for the proposed barber and wellness suites are more likely to utilize on-street parking, which would leave Site 2 deficient by 6 parking spaces, assuming a minimum of 120 spaces. As noted previously, on-street, parallel parking is proposed for install on all frontages abutting Site 2.

Of the 1,167 parking spaces identified in the Applicant's narrative for the Phase I development, 773 are located in an enclosed, structured parking garage and would be of high value during the winter months (e.g. no snow removal, constraints to parking, snow storage).

City staff further reviewed the outlined the proposed on-street parking, structured parking, drive aisles and widths with respect to existing City Code requirements. In reviewing the on-street parking, the drive aisles appear to meet the minimum requirements with respect to Fire Code and specifically fire access roads. City staff requests that the dimensions provided along the eastern portion of the Phase I development be revised to address overlap between the indicated drive aisle widths and proposed parallel (0 degree) parking. The Applicant shall work with City Fire and Building to address potential revisions to the outlined community flex street and turning radius requirements for the proposed private streets.

The parallel on-street parking (private) meets the minimum dimensional requirements outlined under Section 35-702 (*Parking Space Standards*) of 8-feet in width by 24-feet in length, although the drive aisles are reduced assuming two-way traffic. Similarly, the angled parking indicated along the proposed community flex street appears to meet minimum dimensional standards, although plan sets should denote the angle of parking. For the Site 2 surface lot, the minimum two-way drive aisle requirement of 24-feet in width is met, as well as the minimum parking space dimensional standards for perpendicular 90-degree parking of 8.6-feet in width by 18-feet in length.

The structured parking contemplated for the multi-family residential buildings contemplates the provision of select compact parking along the outer perimeters of the parking garage with a reduced space depth of between 16 and 17-feet, and drive aisle widths of 22-feet. The parking plans should be revised to reflect minimum dimensions for proposed ADA parking and loading spaces, as the typical standards presented in the submittal indicate 9-foot widths and 5-foot loading stalls, and the circulation of traffic within the garage (e.g. one-way vs. two-way).

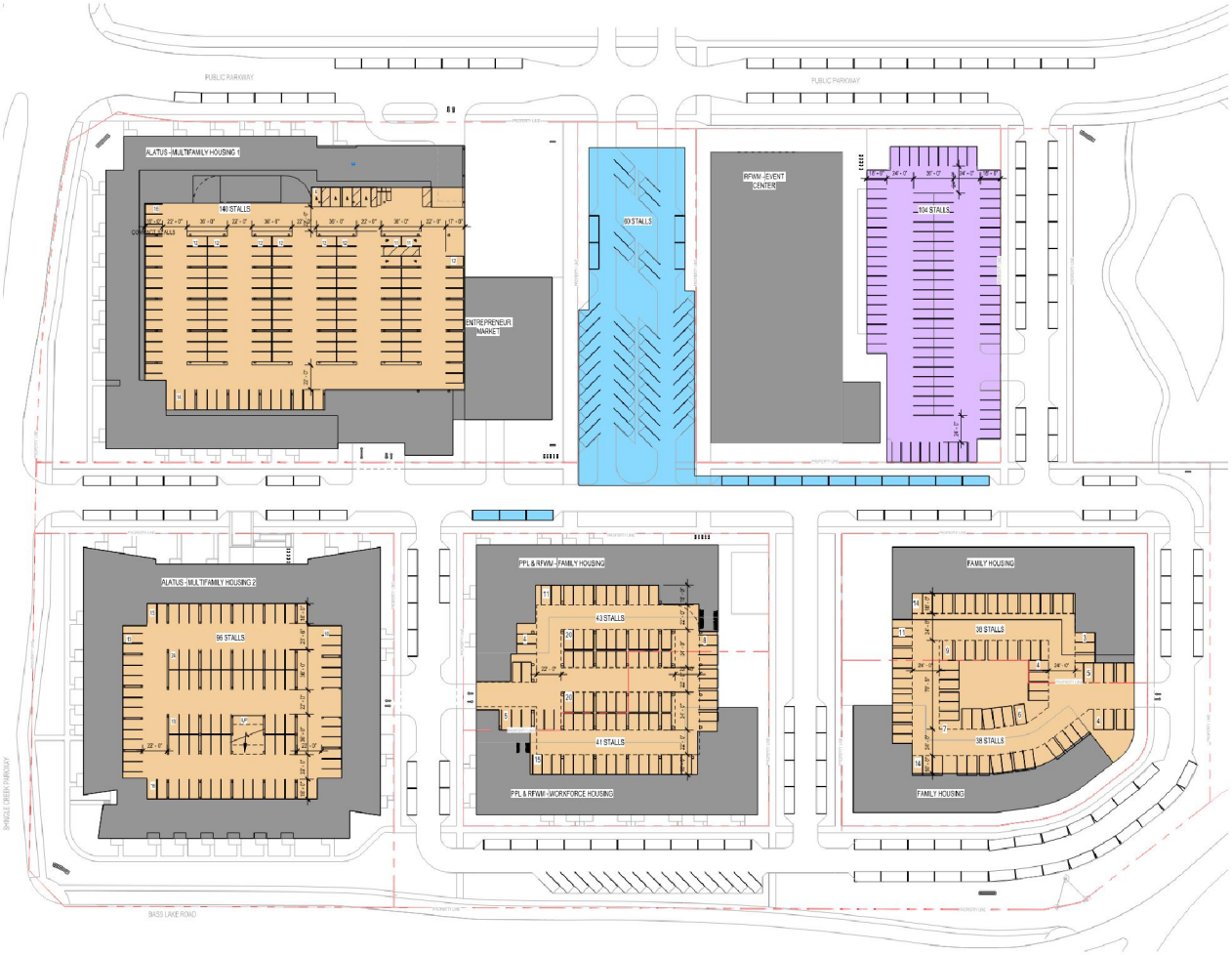


Image 7. Phase I Overall Structured, Surface, and Street Parking at Main/Lower Levels.

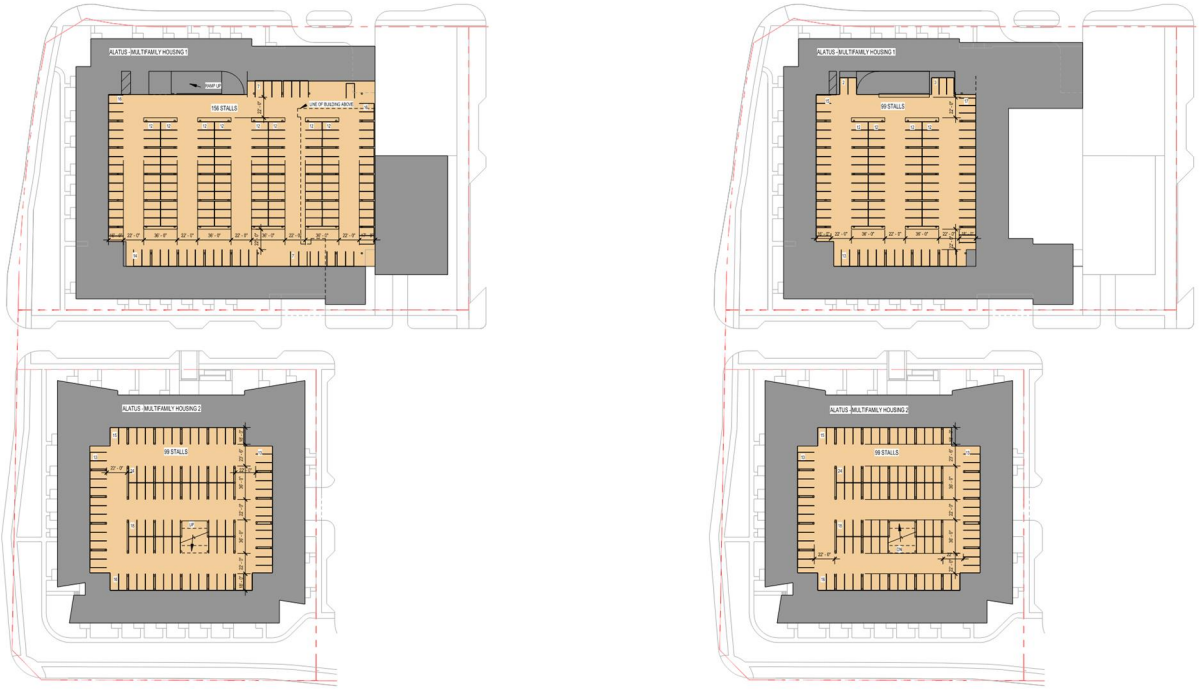


Image 8. Phase I Overall Structured, Surface, and Street Parking at Upper Levels.

Connections | Circulation

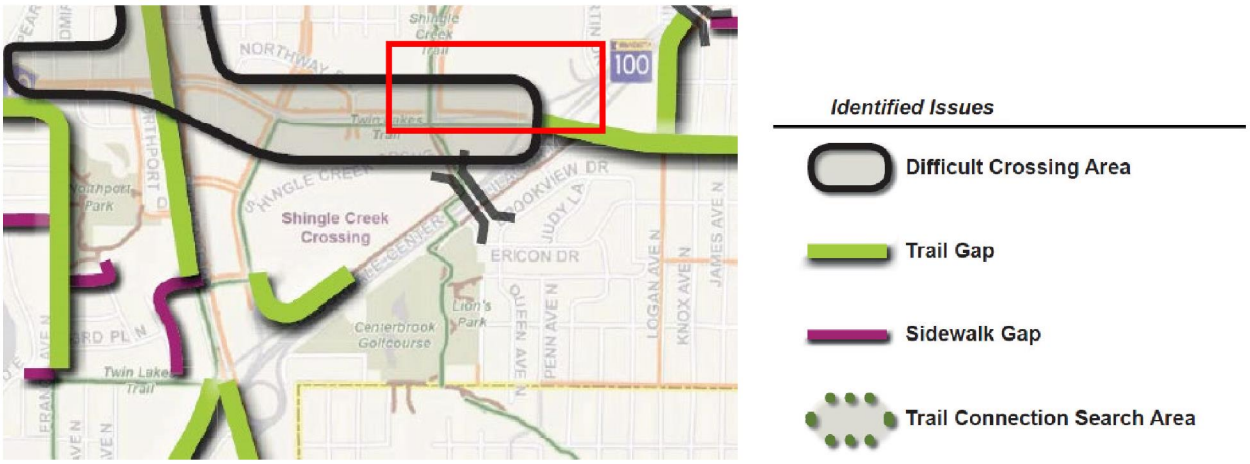
Supporting the central purpose of a PUD is proximity to transit, prioritization of non-motorized transport networks, and the development of neighborhoods that promote walking through a dense network of streets and paths in a mixed-use development. Bus access is readily accessible to the south along Bass Lake Road for Routes 22 and 801, which also has an existing regional bike trail (Twin Lakes Regional Trail, which leads to North Mississippi Regional Park) and sidewalk, while Shingle Creek Parkway, which also has an existing sidewalk and regional bike trail (Shingle Creek Regional Trail) and the nearby transit center, serve Route 722. The transit center also provides existing Bus Rapid Transit service (existing C-Line, with proposed D-Line), and service to Routes 5, 717, 721, 723, and 724.

Per City Code, bicycle and pedestrian facilities shall be constructed and connected to existing adjacent bicycle and pedestrian infrastructure, including the provision of bicycle parking. Following a review of the submittal, City staff requests that the Applicant provide a detailed exhibit noting all marked crosswalks and connections.

City staff recommends that the Applicant re-visit proposed pedestrian and trail connections to account for additional crosswalks and pathways for access to on-site amenities, existing nature trails, bike trails and sidewalks. Refer to Image 9 below. This will be of greater importance with the approximately 3.5-acre Three Rivers Park District park proposed just north of Site 1, as there will likely be re-alignments to existing regional trails to provide direct access to the park site. Refer also to Map 4 below, which outlines existing trail gaps under the 2014 Brooklyn Center Bicycle and Pedestrian Plan.



Image 9. Proposed connections within Phase I Opportunity Site to existing trails and sidewalks.



Map 4. 2014 Brooklyn Center Bicycle and Pedestrian Plan, as outlined in the 2040 Comprehensive Plan (highlighted in red).

The Applicant shall also conform to the Active Living Guidelines established for the Opportunity Site under City Council Resolution No. 2015-154, which approved an Opportunity Site specific Planning and Development Application and checklist with various Active Living components and/or improvements to be incorporated as part of any proposals within the Opportunity Site, and through a Statewide Health Improvement Program (SHIP) Grant with Hennepin County. The principles outlined under this application outline the following principles:

1. The planning, design, and redevelopment of tracts within the City's Opportunity Site should be in the form of complete and integrated communities, which may contain a mix of new housing, shops, workplaces, parks, and civic facilities essential to the daily life of residents.
2. New plans and developments within the City's Opportunity Site should be designed so that housing, jobs, daily needs and other activities are within easy walking and bicycling distance of each other.
3. New development should contain as many active living elements and improvements as possible, especially new trails, bike lanes, and sidewalks, which are interconnected and located within easy walking distance of transit stops and trails connecting to major metropolitan destinations.

Further, developers should address the following for projects located within the Opportunity Site:

- Locate a mix of uses in close proximity to encourage fewer automobile trips;
- Build the pedestrian and bicycle infrastructure that accommodates these forms of transportation; and
- Assure that residents have access to recreational areas and mass transit.

A series of requested pedestrian and bicycle connections are further broken out to address sidewalk and cross walk connections of parking to building entrances, provision of benches and seating, crosswalk striping and signage, and outdoor seating and sales areas incorporated to foster placemaking, where possible. Exterior bicycle parking should be provided in close proximity to building entrances and indoor bicycle racks and controlled access storage rooms provided as an option for longer term bicycle parking.

As proposed, the Applicant intends to install outdoor bike racks at Sites 1A and 1B, 2 and 4. The Applicant should consider opportunities to relocate the bike rack proposed to the southeast of the Entrepreneurial Market (Site 1B) near main building entry points. Further, the Applicant should explore opportunities to provide dedicated bike parking and storage within the proposed structured parking for the multi-family residential developments and in consideration of Minnesota's winter season. Additional opportunities should be explored to expand upon bike parking opportunities—for instance, Site 4, which is intended for larger, family-style units, seems to only provide enough parking for 10 bikes.

Sites 1A, 3, and 4 propose main level walk-up units with patios with direct access to private sidewalks that will link to public sidewalk and trail connections. Site 2 will provide entrances on three sides of the building to serve all the uses, with direct access to sidewalks.

Hennepin County provided an initial review and comments on July 5, 2022, and expressed appreciation for the removal of an existing mid-block driveway along Bass Lake Road (County Road 10), as it promotes a more bicycle and pedestrian friendly environment with reduced points of conflict and safer overall vehicle operations. Hennepin County further indicated support of the proposed new sidewalk connections within the Phase I development and recommended additional connectivity between the proposed internal private sidewalks and existing sidewalks along Bass Lake Road (County Road 10).

Lighting

Given the intent to re-zone the Subject Property to Transit-Oriented Development (TOD), City staff reviewed the submittal against the draft lighting requirements as contemplated in the City's draft Zoning Code update that will ultimately be incorporated into a Unified Development Ordinance (UDO), as well as

the existing Zoning Code lighting requirements (Section 35-712, *Lighting*), which are fairly minimal. The Applicant shall work with City Staff through a CPTED (Crime Prevention Through Environmental Design) review for all exterior building and site lighting, but also internal lighting (e.g. structured parking garages, stairwells, trash areas), public/private streets and connections (e.g. sidewalks, trails), gathering spaces (e.g. plazas), and other amenities (e.g. playgrounds for proposed 24-hour childcare center, Site 4/5 playground).

The Applicant should ensure sufficient lighting is provided and distributed over all entrances and exits, walkways, and within structured parking garages, and consistent lighting provided along all sidewalk, trail, and bike path connection points within and along the outer perimeter of the Subject Property and fronting along Shingle Creek Parkway, Bass Lake Road (County Road 10), and the proposed roadway extension between Shingle Creek Parkway and John Martin Drive.

In reviewing the draft lighting requirements, "mitigative measures shall be employed to limit glare and spill light to protect neighboring parcels and to maintain traffic and pedestrian safety on public streets and sidewalks. Illumination cast from lighting of the subject parcel shall not exceed one (1) foot-candle as measured from the centerline of a public street or residential property line." For comparison, the lighting provisions outlined under the existing Zoning Code allow for a maximum three (3) foot-candles when abutting residential properties, or a maximum of ten (10) foot-candles when abutting on-residential or City Right-of-Way (ROW).

In terms of proposed lighting, the draft lighting provisions note that, "light poles located within landscaped areas and plazas shall have a maximum height of 20 feet, measured from grade," and that "poles within these areas may be set on pedestals no more than eight (8) inches in height." Additionally, "poles in parking lots shall have a maximum height of 24 feet measured from finished grade." Wall packs are to be used only in areas intended for loading or service (e.g. trash); however, lighting fixtures mounted directly on structures shall be permitted when utilized to enhance specific architectural elements (e.g. public art), or to help establish scale or provide visual interest (e.g. above entrances or landscape features).

An overall photometric (lighting) plan was provided with the submitted application, as well as photometric plans for each site requesting site and building plan approvals (Sites 1, 2, 3, and 4). Refer to Image 10 below.

As proposed, the Applicant intends to install a cohesive set of 11 wall sconces at approximately 10-feet in height on buildings across all four sites. As these sconces provide up-down lighting, the Applicant shall ensure that the up-portion of lighting is shielded sufficiently so as not disperse light towards the sky (e.g. shielding/cut offs). 73, 12-foot high light poles on a 6-inch base are proposed for installation throughout the Phase I development along the new streets and pedestrian ways. 37 single head light poles, 20-feet in height with a 6-inch base are also proposed for installation along the new streets and pedestrian ways, as well as 7 double head light poles, 20-feet in height with a 3-inch base, intended for install in the middle of the proposed flex street.

The aforementioned light poles are LED-style lighting that is minimalist in design and integrate a backlit shield to concentrate light towards the ground in outdoor areas. They are also sustainable in design in that only the components require replacement, rather than the full luminaire. 7 wall-packs are also proposed for installation over proposed entrances and exits to the structured parking garages and loading areas, at approximately 10-feet in height.

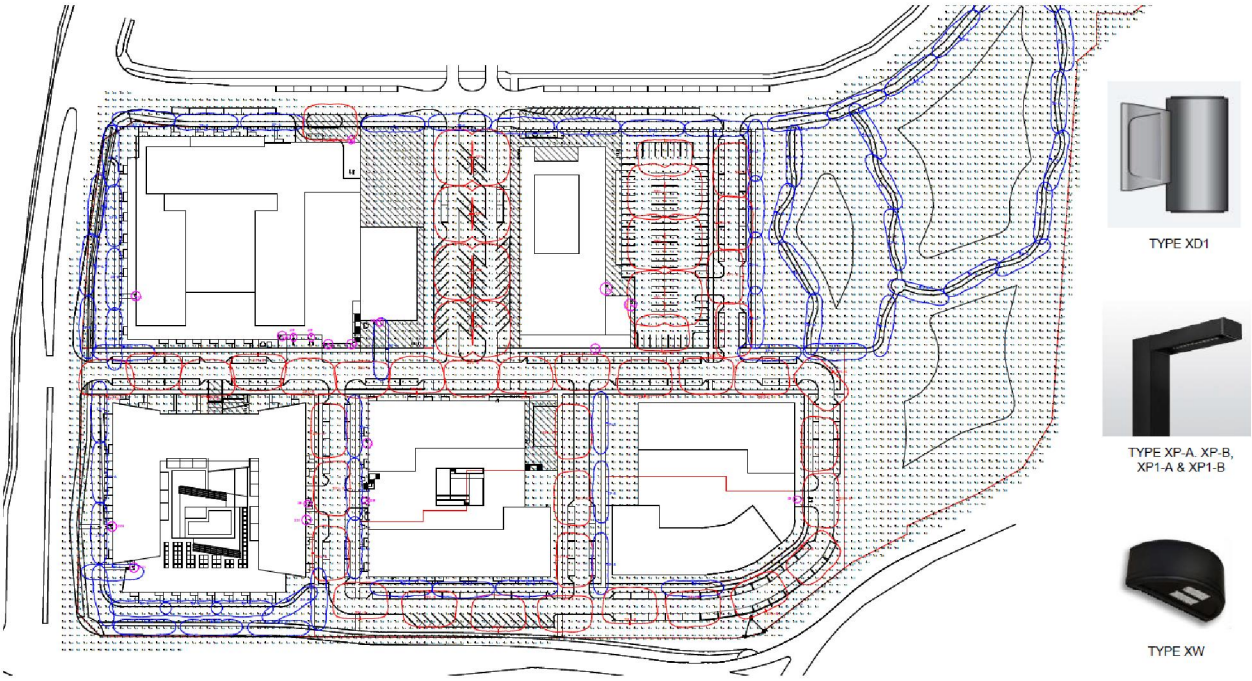


Image 10. Submitted Overall Photometric Plan with Proposed Lighting.

Although early in the process, the Applicant may want to explore opportunities to highlight public art features proposed in certain locations using light. As the City intends to establish streetscape and lighting standards as part the overall master plan for the Opportunity Site, the Applicant should coordinate street lighting with the City's proposed standards.

Provided the above information and the submitted photometric sets, City staff has the following comments:

1. Revise overall PUD photometric plan to clearly note property lines on the overall PUD plans, and indicated on Sheet E015 (*Electrical Site Photometrics*). Minimum, maximum, and average foot-candles are presented in a table format and indicate maximum foot-candles at the property lines of between 0.01 to 2.8 foot-candles, which may require adjustment.

2. The Applicant shall coordinate with the City, as the City intends to establish streetscape and lighting standards as part the overall master plan for the Opportunity Site.

3. Provide individual (site) photometric plans as part of any sets submitted for permit review.

4. Coordinate with City staff for CPTED review, including incorporation of lighting that aligns with Illuminating Engineering Society (IES) standards for sidewalks, parking lots, parking ramps, etc. Uniformity in lighting throughout these areas should be considered as well as the use of wall packs or alternative methods at entrances or areas where sufficient lighting is difficult to achieve by way of a light pole.

Trash | Screening

All ground mounted equipment (e.g., transformers, mechanical) shall be effectively screened from adjacent public rights-of-way and properties by a solid wall or fence constructed of wood, masonry, or other durable materials that are complementary to the materials used on the primary building. Roof-mounted equipment shall also be screened from view through use of parapets, wall/ fencing materials, or paint to match surrounding colors when visible from the public right-of-way.

In reviewing the proposed trash facilities, it appears the multi-family residential buildings (Sites 1A, 3, and 4) intend to store their trash within the structured parking areas of their respective buildings. Each submitted site plan indicates dedicated concrete pads for the rollout of trash containers on pickup days to the sides of parking garage entrances and exits. Site 2 indicates a trash and loading area just north of the proposed playground for the 24-hour childcare center and an entry door on the east side of the property. It is to City staff's understanding that this trash area would be shared between all users of Site 2 (i.e. event center, childcare center, barber/wellness suites).

City staff requests additional detailing that clearly displays how trash pickup would be handled as it is in proximity to ADA parking and loading spaces and the entrance to the childcare center. Should it be determined an exterior trash enclosure is required, the Applicant will need to work with City staff to provide a revised site plan with detailing sheet for construction of the enclosure.

The Applicant shall revise plan sets as necessary to provide sufficient screening for all ground-mounted equipment, as the submitted PUD plan set (Sheet A001) indicates some areas with screening (i.e. Site 1A, which outlines an "architectural metal screen with gate" for a proposed generator and transformer); whereas other areas of the sheet indicate transformers without any apparent plans for screening (e.g. Site 2 on Sheet A002 and Site 3 on Sheet A003).

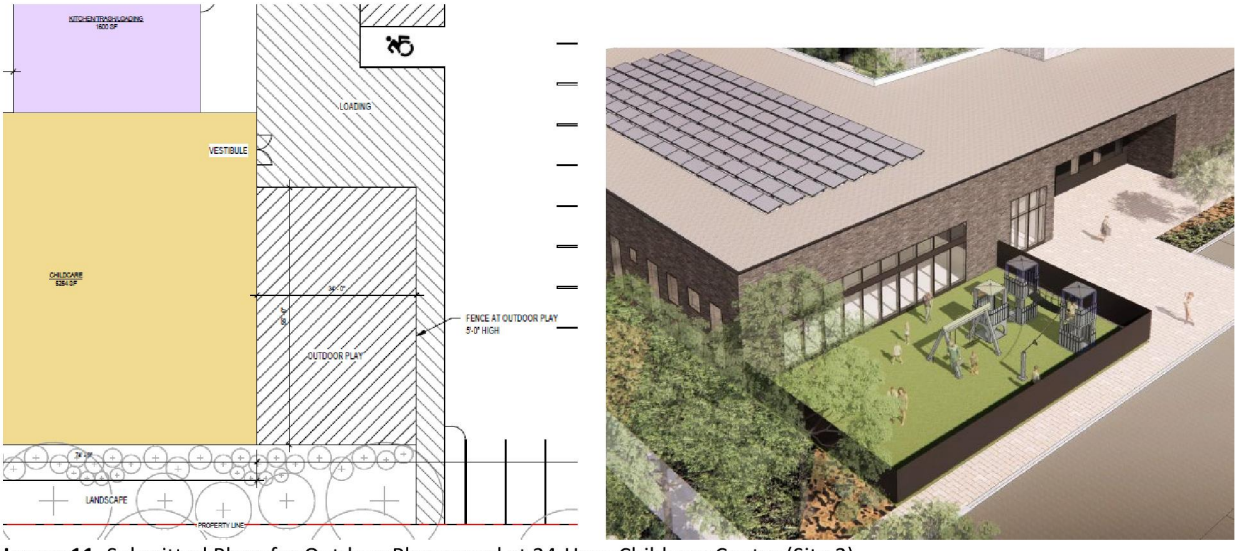


Image 11. Submitted Plans for Outdoor Playground at 24-Hour Childcare Center (Site 2).

As proposed, the 24-hour childcare center (Site 2) indicates installation of an approximately 5-foot high fence. Per existing Zoning Code requirements, outside recreational facilities shall be appropriately separated from the parking and driving areas by a wood fence not less than four (4) feet in height, shall be contiguous to the daycare facility, and not located in any yard abutting a major thoroughfare, unless buffered appropriately. No more than half (50-percent) of the playground area shall be of impervious

surfacing, and shall be bounded on no more than two sides by parking and driving areas.

A second playground area is proposed for Sites 4 and 5, as outlined Image 12 below. As is indicated in the submittal plans, Site 4 proposes construction of a 60-unit multi-family residential building that would be catered to family-style units, with 75-percent of the units committed to units two-bedrooms and above. A second multi-family residential building (Site 5) to be constructed in the future, would ultimately share parking and select site improvements and amenities. The Applicant shall provide detailing that demonstrates fencing provisions given proximity to the street, as well as sidewalk connections to the playground from the building. It should be noted that an approximately 1,000-square foot interior play area is proposed for Site 4 as well.

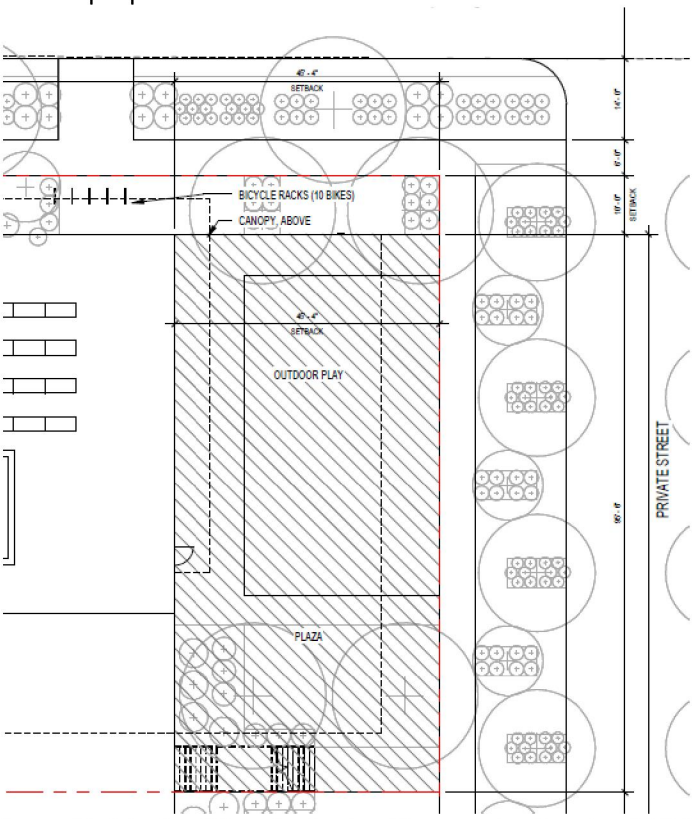


Image 12. Submitted Plans for Outdoor Playground at Sites 4 and 5 (Multi-Family Residential).

Landscaping | Green and Amenity Spaces

As proposed, the landscaping demonstrates commitments to streetscaping, public art, and/or placemaking elements, in addition to connections to existing trails and sidewalks. This generally meets City Code and Active Living requirements outlined and intended to promote social interaction, leisure opportunities, public gathering and activities, and the provision of focal points and activity notes within the development, although there are opportunities to improve.

As is outlined in the project narrative (Exhibit A), the Applicant approached the outlined landscaping, green and amenity spaces proposed for within this application with the recognition that the redevelopment was intended to serve a larger overall re-development of the City's designated Opportunity Site, which encompasses approximately 80-acres of Brooklyn Center's core. A semi-regional "stormwater park," located to the eastern edge of the proposed Phase I redevelopment, is contemplated under this application submittal. Additionally, the Phase I development was designed knowing that an

approximately 3.5-acre park, to be owned and managed by Three Rivers Park District, is forthcoming and slated for certain property located to the north of Site 1.

Portions of Outlot B, as outlined in the OPPORTUNITY SITE ADDITION and Lot 2 of BCCS 5910 SHINGLE CREEK ADDITION, recently approved for under Planning Commission Application No. 2022-002 and a portion of which is intended for purchase by the City, would provide the lands necessary to accommodate future phasing (including the proposed Three Rivers Park District park), developable lands, and infrastructure needs.

The Applicant's narrative outlines a Green Sustainability Plan and integration of district and semi-regional stormwater systems (minimum of 20 percent to serve Phase I development with remaining 80 percent to serve future phasing), plazas, and pavilions. Playground spaces are contemplated as part of the 24-hour childcare center (RFWM/PPL), as well as the first phase of the 60-unit affordable multi-family development (PPL), which would focus on providing family-oriented units of up to four (4) bedrooms.

The project submittal includes two (2) two site-specific landscape plans with planting schedules for Sites 2 and 4, as well as an overall landscape plan (Sheet L-000) as part of the PUD submittal set. The site-specific landscape plans for Sites 1A and 3 appear to be missing and require submittal to City staff for review. The aforementioned PUD landscape plan provides detailing on proposed public and private amenity spaces, including public plazas, private courtyards, and proposed seed mixes for the semi-regional stormwater park; however, a Phase I-wide landscape planting schedule is absent. A provided phasing plan also outlines plans to sod/seed certain future phasing (i.e. Sites 5, 6, and 7) in the interim.

For the purposes of this review, City staff reviewed the submittal against the City's existing Landscape Point System Policy guidelines, as well as the draft landscaping provisions contemplated under the Zoning Code update currently underway, and specifically for the underlying TOD District. Although City Code does not have any specific requirements on the species of landscaping, the City has operated under and held new and redeveloped areas to complying with the City's adopted Landscape Point System policy, which assigns points to a given site based on the acreage and type of development. In discussions with the Applicant, and in consideration of the draft landscaping requirements outlined within the City's draft Unified Development Ordinance (UDO), City staff requested that the Applicant explore opportunities to diversify the landscaping and provide native and resilient plant types where possible.

The Landscape Point System outlines requirements for uses such as "multi-family residential," and "restaurant/retail/service/entertainment/hotels," and requires a specific amount or number of landscaping units based on the maximum percentage of certain materials (i.e., 50% shade trees; 40% coniferous trees; 35% decorative trees; and 25% shrubs). City staff reviewed landscaping for the two submitted site-specific landscape plans (Sites 2 and 4), as well as the proposed overall PUD landscape plan, which incorporate future phasing as part of the PUD.

The overall PUD landscape plans should provide for a consistent character within the site, contemplating not only project scale, but cohesion in landscape character provided the adjacent developments and open spaces. No more than 40-percent of the total number of trees provided shall be of the same species in order to promote species diversity and resilience, and landscape vegetation should use native and resilient plant types where possible as a mitigative approach in promoting landscape resiliency and reducing on-going site maintenance requirements.

The outlined draft provisions for Transit-Oriented Development (TOD) Districts contemplate the following

minimum landscape requirements and are based on project valuation:

Project Value	Landscape Minimums
Below $1,000,000.00	2 percent
$1,000,000.00—$3,000,000.00	$20,000.00 + 1 percent of total project value
$4,000,000.00—$5,000,000.00	$40,000.00 + .50 percent of total project value
Over $5,000,000.00 value	1 percent + .25 percent of total project value

Table 8. Minimum TOD District Provisions for Landscaping (based on valuation).

The Applicant should revise the overall PUD landscape plan (Sheet L-000) to provide a comprehensive plantings schedule for the Phase I development, as contemplated under Planning Commission Application No. 2022-003. The individually-submitted landscape plans shall have their schedules revised as necessary and provide clear representation of the specific locations for plantings.

As has been addressed in earlier sections, City staff requested the Applicant go through a CPTED review to identify opportunities to increase the overall safety of the development and keeping eyes on the street by ensuring sight lines are maintained through the selection of more decorative trees, and incorporation of certain vegetation along building walls, entrances, and windows.

The Applicant should ensure adequate Clearview Triangles are provided at all street intersections per City Code Section 25-802, and the Applicant should verify the placement of trees and other landscaping within proximity to proposed utilities. The Applicant should also consider stepping certain landscaping back at and near intersections and pedestrian crossings to provide adequate visibility for both motorists and pedestrians.

Engineering Review

Mike Albers, City Engineer, reviewed the plans and provided a memorandum, dated July 8, 2022 (Exhibit H). His review summarizes comments and requested revisions with respect to the submitted civil and PUD plan sets, including: storm sewer, sanitary sewer, watermains, SWPPP and erosion control, roads, trails, and sidewalks, traffic, lighting, platting, and overall comments. In addition, a set of redlined sheets are included for the Applicant to address.

Building| Fire Review

Building Official Dan Grinsteinner conducted a cursory review of the submitted plan sets and provided a memorandum dated July 8, 2022 (Exhibit J). Pending approval of the requests, the Applicant will need to submit full construction plans, including but not limited to: architectural, structural, mechanical, plumbing, electrical, civil, landscaping, and photometric plans to the City for review.

A fire sprinkler and monitoring system is required for installation and is to be maintained at all times for each of the buildings, and sufficient fire hydrants shall be provided. It is requested that the Applicant provide an exhibit noting the minimum clearance around each of the development's hydrants, and as outlined in the Fire Code. Any construction sets shall reflect any proposed fire riser rooms or ground/wall mounted fire access connections (e.g. wall PIV, OS & Y).

Building Official Dan Grinsteinner and Fire Inspector Brandon Gautsch request an exhibit noting an approximately 36.5-foot turning radius for the City's fire truck for all private streets within the Phase I Opportunity Site development and request revisions to the proposed flex street to ensure adequate drive aisle widths for the outrigger.

The Applicant will also need to meet any minimum ADA requirements with regard to the building and site improvements, and prior to issuance of any building permits, a SAC determination shall be submitted to the Metropolitan Council and any associated fees shall be paid at time of permit issuance.

All building plans are subject to review and approval by the Building Official with respect to applicable codes prior to the issuance of permits.

CPTED Review
City staff requests that as part of any construction set review, a CPTED (Crime Prevention Through Environmental Design) review be completed by City staff. High-level commentary was provided by Housing and Community Standards Supervisor, Xiong Thao. It is requested that the Applicant address potential improvements to lighting, landscaping (and specifically foundational plantings), traffic measures (e.g. install of speed tables in ramps or select streets), signage, fencing, bicycle facilities, and playgrounds. Additional considerations should be contemplated for the on-going maintenance of the development, including but not limited to litter, landscaping, etc.

External Reviews
The submitted plan sets were forwarded on to contacts at Hennepin County, the Minnesota Department of Transportation (MnDOT), and the Watershed Commission review. Any approval of Planning Commission Application No. 2022-003 is subject to the Applicant complying with any requested revisions or recommendations as outlined by the aforementioned authorities.

The Watershed Commission anticipates review of the Phase I Opportunity Site submittal, as contemplated under Planning Commission Application No. 2022-003, at their August 11, 2022 Watershed Commission meeting.

Based on the above noted findings, City staff recommends the Planning Commission recommend City Council approval of the four (4) submitted site and building plans provided for Sites 1A, 2, 3, and 4 , as outlined in the proposed redevelopment of the approximately 16-acre Subject Property located at 2500 County Road 10 and 5900 Shingle Creek Parkway, subject to the Applicant complying with the outlined Conditions of Approval, and approvals of the related preliminary and final plat, amendment to the City's Zoning Code to remove the Subject Property from the Central Commerce Overlay District, re-zoning and Establishment of a Planned Unit Development.

APPROVAL CONDITIONS | ANTICIPATED PERMITTING
Staff recommends the following conditions be attached to any positive recommendation on the approval of Planning Commission Application No. 2022-003 for the Subject Property located at 2500 County Road 10 and 5900 Shingle Creek Parkway, and commonly identified as the Phase I Opportunity Site:

1. The building plans are subject to review and approval by the Building Official as noted in the memorandum dated July 8, 2022, and with respect to applicable codes prior to the issuance of permits; and the final location or placement of fire hydrants, or other fire-related building code items, shall be reviewed and approved by the Fire Inspector.
    a. Any major changes or modifications made to the approved site and building plans and overall PUD plan can only be made by an amendment to the approved site and building plan as approved by the City Council.
        i. Revise plan sets to address comments and requirements as outlined by the Building Official, Fire Inspector, City Planner, and City Engineer. All plan sets shall

be consistent in the information provided (e.g. number of units, parking provisions), and to address/remove inaccurate information (e.g. easements to be vacated but reflected on submitted site and building plans, revisions to drive lane widths along eastern edge of Phase I development).

b. The Applicant shall work to ensure all applicable Minnesota Fire Code requirements have been met as part of any site plan approval.
   i. Fire sprinkler system are required to be installed for all buildings and shall be maintained on a consistent basis per City Code requirements.
   ii. A clearance exhibit is to be provided for all proposed fire hydrants.
   iii. A turning exhibit shall be provided to reflect minimum turning radius for fire apparatus on private streets outlined in Phase I Opportunity Site development.

c. SAC Determinations shall be submitted by the Applicant to the Metropolitan Council and any associated feeds paid at time of any permit issuance.

d. A cursory CPTED review was provided for the submittal; however, the Applicant shall work with City to address any outstanding comments and revisions to site and building plans prior to permit release.

e. The Applicant shall revise the submitted overall PUD landscape plan per City staff comment to incorporate Phase I planting schedule, and provide site-specific landscape plans for review and approval in advance of permit release.

f. The Applicant shall install irrigation systems where necessary to facilitate maintenance of site landscaping and green areas, and irrigation shop drawings shall be submitted for review and approval prior to installation.

g. The Applicant shall revise the submitted overall PUD photometric plan to clearly identify all property lines, revise illumination levels, and address provisions of additional lighting, as necessary. Site-specific photometrics are required for submittal in advance of permit release.
   i. The Applicant shall coordinate street lighting with the City's proposed standards for lighting and streetscaping.

h. Any outside trash disposal facilities and rooftop or ground mechanical equipment shall be appropriately screened from view per City Code requirements and with materials complementary to the principal building, and a revised site plan and details sheet provided.
   i. Provide additional detailing for trash pickup for Site 2.
   ii. Adequate spacing of trash staging area from building.

i. The Applicant shall submit a Sign Permit Application for any proposed signage (e.g., wall, freestanding) and receive issuance of a permit prior to any installation.

2. The Applicant agrees to comply with all conditions or provisions noted in the City Engineer's review memorandum and redline comments, and dated July 8, 2022.

a. Final grading, drainage, utility, and erosion control plans and any other site engineering related issues are subject to review and approval by the City Engineer for City site and building plan approval and prior to the issuance of permits.

b. Approval and issuance of an MPCA NPDES permit.

c. Approval and issuance of a Hennepin County Right-of-Way (ROW) permit.

3. The Applicant shall address any comments and requirements as outlined by Hennepin County, the Minnesota Department of Transportation (MnDOT), and Shingle Creek and West Mississippi Watershed Management Commission.

4. Agreements:
    a. The Applicant shall enter into a Development Agreement with the City of Brooklyn Center, to be reviewed and approved by the City Attorney prior to the issuance of any building permits.
        i. Provision of a Community Benefits Plan.
        ii. Financial guarantee, to be approved by the City and executed in advance of any building permit release, to ensure the Phase I Opportunity Site development will be constructed, developed, and maintained in conformance with the plans, specifications, and standards.
    b. The Applicant shall enter into a PUD agreement with the City of Brooklyn Center. This agreement is to be reviewed and approved by the City Attorney prior to the issuance of any building permits. The agreement shall further assure compliance with the development plans submitted with this application, and future phasing contemplated within the Phase I Opportunity Site development. Said agreement shall acknowledge the various modifications to City ordinances, the framework of the PUD (Development Plans and Exhibits), cross parking, access, and encroachment agreements, responsibilities for private and public infrastructure, improvements, and their continued maintenance, and any conditions of approval to assure compliance with the approved development plans.
        i. The Applicant is allowed flexibility in the future development of Site 1B to accommodate a proposed entrepreneurial market of between 20,000 and 40,000-square feet, subject to separate site and building plan approvals by the City.
        ii. Administrative approval to address any necessary revisions and alterations to proposed design and implementation of public infrastructure, including, but not limited to: proposed semi-regional stormwater ponding, roadway extension, sidewalk and trail connections and alignments, etc.
        iii. Public wall art shall be reviewed on a case-by-case basis by City staff for consideration as a Class I building material. In these cases, the Applicant shall work with the City's public art consultant, or other, through selection of an artist to implement said artwork.
        iv. Signage allocations as outlined in the PUD submittal set, to be approved subject to additional consideration of scale, placement, and detailed plans indicating minimum setbacks and assurances that ground-mounted signage is located outside of any identified easements. With the exception of the outlined sign area, quantity, and general placement requests, all other City Code provisions shall prevail.
    c. The Developer shall submit an as-built survey of the property, improvements, and utility service lines prior to release of any Performance Agreement financial guarantee.
    d. A Utility Facilities Easement Agreement is required for submittal to the City prior to issuance of any permits.
    e. A Construction Management Plan and Agreement and associated escrow are required for submittal prior to the City prior to issuance of any permits.

5. Platting:
    a. Approval of the preliminary and final plat for the OPPORTUNITY SITE ADDITION are contingent upon the addressing of comments by City Engineer Mike Albers in the memorandum dated July 8, 2022, by Charles Webb, Webb Surveying LLC, in a memorandum dated June 28, 2022, and any comments or requirements provided by the

City Attorney's office, and Hennepin County.

b. The successful recording of said plat (mylar) with Hennepin County.

RECOMMENDATION

Based on the above-noted findings, staff recommends the following:

*Motion to approve a Resolution recommending that the City Council approve **(1)** the preliminary and final plat for the OPPORTUNITY SITE ADDITION, **(2)** the submitted site and building plans for Sites 1A, 2, 3, and 4, and as contemplated under Planning Commission Application No. 2022-003, **(3)** an amendment to the City's Zoning Code to remove the Subject Property, located at 2500 County Road 10 and 5900 Shingle Creek Parkway, from the Central Commerce Overlay District, and **(4)** a re-zoning of the Subject Property from C2 (Commerce) District to establish a Planned Unit Development (Planned Unit Development/Transit-Oriented Development District), based on the submitted plans and findings of fact, as amended by the Conditions of Approval in the July 14, 2022 Planning Commission Report.*

ATTACHMENTS

Exhibit A – Planning Commission Application No. 2022-003 Plans and Documents, originally submitted May 10, 2022, and re-submitted June 14, 2022.

Exhibit B – Public Hearing Notice, as published in the Brooklyn Center *Sun Post*, and dated June 30, 2022.

Exhibit C – City Council Resolution No. 2021-90, dated July 12, 2021, and Opportunity Site Infrastructure Framework.

Exhibit D – Opportunity Site Summary of Planning Activities.

Exhibit E – LISC Development Guidelines for Future Opportunity Site Development.

Exhibit F – City Council Resolution No. 2021-84, dated June 28, 2021, and Community Engagement Process.

Exhibit G – City Council Resolution No. 2022-61 (A Resolution Making a *Negative Declaration of the Need for an Environmental Impact Statement for the Brooklyn Center Opportunity Site #1)*, and dated June 13, 2022.

Exhibit H – Traffic and Engineering Reports/Memos: Review Memorandum and redlined set, prepared by City Engineer Mike Albers, dated July 8, 2022, Opportunity Site Traffic Review Memo, prepared by Bolton & Menk, and dated June 28, 2022, and Opportunity Site Traffic and Transportation Analysis Summary Report, prepared by Bolton & Menk, dated February 8, 2021.

Exhibit I – City Council Resolution No. 2015-154 (*Resolution Establishing Active Living Guidelines for the Opportunity Site)*, dated October 12, 2015.

Exhibit J – Review Memorandum, prepared by Building Official Dan Grinsteinner, and dated July 8, 2022.

Member Graves introduced the following resolution and moved its adoption:

RESOLUTION NO. 2022-78

RESOLUTION REGARDING THE RECOMMENDED DISPOSITION OF PLANNING COMMISSION APPLICATION NO. 2022-003 FOR A RE-PLAT, AMENDMENT TO THE CITY'S ZONING CODE TO REMOVE THE SUBJECT PROPERTY FROM THE CENTRAL COMMERCE OVERLAY DISTRICT, REZONING, AND ESTABLISHMENT OF A PLANNED UNIT DEVELOPMENT TO ALLOW FOR A PHASE I REDEVELOPMENT OF THE CITY'S OPPORTUNITY SITE (2500 COUNTY ROAD 10 AND 5900 SHINGLE CREEK PARKWAY)

WHEREAS, Planning Commission Application No. 2022-003, submitted by Alatus, LLC, Project for Pride in Living, and Resurrecting Faith World Ministries (Collectively, "the Applicant"), requests review and consideration of requests relating to certain property under the ownership of the Economic Development Authority (EDA) of the City of Brooklyn Center, and located at 2500 County Road 10 and 5900 Shingle Creek Parkway; and

WHEREAS, said requests as contemplated under Planning Commission Application No. 2022-003 include a re-plat of approximately 32 acres, an amendment to the City's Zoning Code to remove the Subject Property from the Central Commerce Overlay District, and the re-zoning and establishment of a Planned Unit Development, which would allow for an approximately 16-acre Phase I redevelopment of the City's larger 80-acre Opportunity Site; and

WHEREAS, the Subject Property is situated in the Central Commerce Overlay District and pursuant to a determination by City staff, the proposed mixed-use development, and specifically the residential component of the project, is not a defined use within the District; and

WHEREAS, given the Zoning Code update currently underway, and guidance from the City's 2040 Comprehensive Plan, a request is made to remove said property from the Central Commerce Overlay District; and

WHEREAS, additional requests are made to re-zone the existing Subject Property, which is currently located within the C2 (Commerce) District, and establish a Planned Unit Development with an underlying designation of Transit-Oriented Development (Planned Unit Development/Transit-Oriented Development), which is in alignment with the identified future land use designation of the Subject Property as outlined in the City's 2040 Comprehensive Plan, and falls within the allowable density range of 31 to 130 dwelling units per acre; and

WHEREAS, the requests, as contemplated under Planning Commission Application No. 2022-003 would provide the full site and building plan approvals necessary to construct a 278-unit multi-family residential building (Site 1A), approximately 27,000-square foot event center with 24-hour childcare center, wellness and barber suites (Site 2), a 205-unit multi-family residential building (Site 3), and a 60-unit multi-family residential building (Site 4), along with their respective site improvements and infrastructure necessary to forward the project; and

WHEREAS, the requests contemplated under the application also account for the lots and flexibilities necessary as part of the re-plat and Planned Unit Development requests to place holder future development and site improvements under the Phase I Opportunity Site redevelopment, including an entrepreneurial market (Site 1B), and three additional phases of multi-family residential on Sites 5 (70-units), 6 (60-units), and 7 (70-units), but of which will require site and building plan approvals under separate application from the City of Brooklyn Center to advance; and

WHEREAS, projects that meet or exceed a threshold as set in Minnesota Rules Part 4410.4300 are mandated to complete an Environmental Assessment Worksheet (EAW), and the size of the proposed project, as contemplated under Planning Commission Application No. 2022-003, and multi-use nature of the project, meets or exceeds these thresholds, which necessitated the completion of an EAW; and

WHEREAS, a draft EAW was submitted to the City of Brooklyn Center for preliminary review and consideration, published, and distributed to affected regional jurisdictions for a 30-day public review and comment period, and a virtual public meeting held; and

WHEREAS, on June 13, 2022, the City Council of the City of Brooklyn Center approved City Council Resolution No. 2022-061, declaring no need for an Environmental Impact Statement (EIS) for the Opportunity Site Phase I development, which finalized said EAW; and

WHEREAS, a public hearing notice was published in the Brooklyn Center *Sun Post* on June 30, 2022, notifications were mailed to property owners and residents within the identified area of notification, as outlined in Minnesota State Statute and City Code requirements, and development proposal signage was installed on the Subject Property by the City of Brooklyn Center; and

WHEREAS, the Planning Commission of the City of Brooklyn Center, Minnesota failed to meet quorum at the meeting scheduled for July 14, 2022, the public hearing was not held, and a recommendation was unable to be provided; and

WHEREAS, a new public hearing notice was submitted to the Brooklyn Center *Sun Post* for publication on July 28, 2022, and updated notifications were mailed to property owners and residents within the identified area of notification; and

WHEREAS, by allowances granted under Minnesota Statutes Section 15.99, Subd.3(f), a 60-day letter of extension was provided to the Applicant on July 21, 2022, to allow for the additional time necessary for review and consideration of the application, and to conduct the public hearing; and

WHEREAS, on August 8, 2022, the City Council of the City of Brooklyn Center, Minnesota received and reviewed a planning report on the requested re-plat, Zoning Code

amendment, re-zoning, and establishment of a Planned Unit Development, and site and building plan requests for identified Sites 1A, 2, 3, and 4, and related Phase I site improvements, as contemplated within the submittal documentation; and

WHEREAS, the City Council of the City of Brooklyn Center, Minnesota held a duly noticed and called public hearing on August 8, 2022, whereby a planning report was presented and public testimony regarding the proposal were received; and

WHEREAS, the City Council of the City of Brooklyn Center, Minnesota considered the application requests in light of all testimony received, and the guidelines and standards as outlined under Sections 15 (*Platting*), 35-202 (*Comprehensive Planning*) 35-208 (*Rezoning Evaluation Policy and Review Guidelines*), 35-210 (*Rezoning Application Procedures and Reconsideration*), 35-230 (*Plan Approval*), and 35-355 (*Planned Unit Development*) of the City's Zoning Ordinance, draft provisions City's Zoning Code update and forthcoming Unified Development Ordinance, and specifically the district requirements for Transit-Oriented Development (TOD), and the Opportunity Site Active Living guidelines and associated checklist as approved by City Council Resolution No. 2015-154; and

WHEREAS, the submitted application was further reviewed against the adopted Opportunity Site Infrastructure Framework, approved under City Council Resolution No. 2021-90, and the draft Opportunity Site Master Plan, and the request complies with the general goals and objectives of the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Center, Minnesota to recommend that Planning Commission Application No. 2022-003, submitted by Alatus, LLC, Project for Pride in Living, and Resurrecting Faith World Ministries, be approved based upon the findings of fact in the July 14, 2022, planning report, last revised for August 8, 2022, and the submitted documents and plans as amended by the following conditions of approval:

1. The building plans for Sites 1A (278-unit multi-family residential building), 2 (approximately 27,000-square foot event center with 24-hour childcare center, wellness, and barber suites), 3 (205-unit multi-family residential building), and 4 (60-unit multi-family residential building), are subject to review and approval by the Building Official as noted in the memorandum dated July 8, 2022, and with respect to applicable codes prior to the issuance of permits; and the final location or placement of fire hydrants, or other fire-related building code items, shall be reviewed and approved by the Fire Inspector.
    a. Any major changes or modifications made to the approved site and building plans and overall PUD plan can only be made by an amendment to the approved site and building plan as approved by the City Council.
    b. Revise plan sets to address comments and requirements as outlined by the Building Official, Fire Inspector, City Planner, and City Engineer. All plan sets shall be consistent in the information provided.

c. The Applicant shall work to ensure all applicable Minnesota Fire Code requirements have been met as part of any site plan approval.
    a. Fire sprinkler systems are required to be installed for all buildings and shall be maintained on a consistent basis per City Code requirements.
    ii. A clearance exhibit is to be provided for all proposed fire hydrants.
d. Turning exhibits shall be provided prior to permit issuance to reflect minimum turning radius for fire, garbage, and delivery trucks on private streets outlined in the Phase I Opportunity Site development.
e. SAC Determinations shall be submitted by the Applicant to the Metropolitan Council and any associated fees paid at time of any permit issuance.
f. A cursory CPTED review was provided for the submittal; however, the Applicant shall work with City to address any outstanding comments and revisions to individual site and building plans prior to permit release.
g. The Applicant shall revise the submitted overall PUD landscape plan per City staff comment to incorporate a Phase I planting schedule, and provide site-specific landscape plans for review and approval in advance of permit release.
h. The Applicant shall install irrigation systems where necessary to facilitate maintenance of site landscaping and green areas, and irrigation shop drawings shall be submitted for review and approval prior to installation.
i. The Applicant shall revise the submitted overall PUD photometric plan to clearly identify all property lines, revise illumination levels, and address provisions of additional lighting, as necessary. Site-specific photometrics are required for submittal in advance of permit release.
    i. The Applicant shall coordinate street lighting for the Phase I development with the City's proposed standards for lighting and streetscaping.
j. Any outside trash disposal facilities and rooftop or ground mechanical equipment shall be appropriately screened from view per City Code requirements and with materials complementary to the principal building, and a revised site plan and details sheet provided.
    a. Provide additional detailing for trash pickup for Site 2.
    b. Adequate spacing of trash staging area from all buildings.
k. The Applicant shall submit a Sign Permit Application for any proposed signage (e.g., wall, freestanding) and receive issuance of a permit prior to any installation. All signage shall comply with the City's Sign Code provisions.

2. The Applicant agrees to comply with all conditions or provisions noted in the City Engineer's review memorandum and redline comments, and dated July 8, 2022.
    a. Final grading, drainage, utility, and erosion control plans and any other site engineering related issues are subject to review and approval by the City Engineer for City site and building plan approval and prior to the issuance of permits.
    b. Approval and issuance of an MPCA NPDES permit.
    c. Approval and issuance of a Hennepin County Right-of-Way (ROW) permit.

3. The Applicant shall address any comments and requirements as outlined by Hennepin County, the Minnesota Department of Transportation (MnDOT), and Shingle Creek and West Mississippi Watershed Management Commission.

4. The Applicant shall enter into a Development Agreement with the City of Brooklyn Center, to be reviewed and approved by the City Attorney prior to the issuance of any building permits.
    a. The development agreement shall include provisions for community benefits, based on recommendations by the Citizen Advisory Taskforce. The community benefits shall be incorporated into the Development Agreement as legally enforceable and shall be recorded against the property.
    b. Financial guarantee, to be approved by the City and executed in advance of any building permit release, to ensure the Phase I Opportunity Site development will be constructed, developed, and maintained in conformance with the plans, specifications, and standards.

5. The Applicant shall enter into a PUD agreement with the City of Brooklyn Center. This agreement is to be reviewed and approved by the City Attorney prior to the issuance of any building permits. The agreement shall further assure compliance with the development plans submitted with this application, and future phasing contemplated within the Phase I Opportunity Site development. Said agreement shall acknowledge the various modifications to City ordinances, the framework of the PUD (Development Plans and Exhibits), cross parking, access, easement, and encroachment agreements, responsibilities for private and public infrastructure, improvements, and their continued maintenance, and any conditions of approval to assure compliance with the approved development plans.
    a. Administrative approval to address any necessary revisions and alterations to proposed design and implementation of public infrastructure, including, but not limited to: proposed semi-regional stormwater ponding, roadway extension, sidewalk and trail connections, and alignments, etc.
    b. Public wall art shall be reviewed on a case-by-case basis by City staff for consideration as a Class I building material. In these cases, the Applicant shall work with the City's public art consultant, or other, through selection of an artist to implement said artwork.
    c. Sites 1B, 5, 6, and 7, as identified in the submittal documentation, shall be subject to separate site and building plan approvals by the City.
        1. The Applicant is allowed flexibility in the future development of Site 1B to accommodate a proposed entrepreneurial market of between 20,000 and 30,000-square feet, subject to separate site and building plan approvals by the City.

RESOLUTION NO. 2022-78

6. The Developer shall submit an as-built survey of the property, improvements, and utility service lines prior to release of any Performance Agreement financial guarantee.
7. A Utility Facilities Easement Agreement is required for submittal to the City prior to issuance of any permits.
8. A Construction Management Plan and Agreement and associated escrow are required for submittal prior to the City prior to issuance of any permits.
9. Approval of the preliminary and final plat for the OPPORTUNITY SITE ADDITION are contingent upon the addressing of comments by City Engineer Mike Albers in the memorandum dated July 8, 2022, by Charles Webb, Webb Surveying LLC, in a memorandum dated June 28, 2022, and any comments or requirements provided by the City Attorney's office, and Hennepin County.
    a. The successful recording of said plat (mylar) ~~with Hennepin~~ County.

August 8, 2022
Date

Mayor

ATTEST: _____
City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member Ryan
and upon vote being taken thereon, the following voted in favor thereof:
Butler, Graves, Lawrence-Anderson, Ryan
and the following voted against the same: None
whereupon said resolution was declared duly passed and adopted.

PRELIMINARY PLAT

OPPORTUNITY SITE ADDITION

LEGAL DESCRIPTION
Lot 2, Block 2, BROOKDALE SQUARE, Hennepin County, Minnesota.

AND

Lot 1, Block 1, BROOKDALE SQUARE 2ND ADDITION, Hennepin County, Minnesota.

OWNER
ECONOMIC DEVELOPMENT AUTHORITY OF BROOKLYN CENTER
6301 Shingle Creek Parkway
Brooklyn Center, MN 55430

SURVEYOR AND ENGINEER
Bolton and Menk, Inc.
7533 Sunwood Drive NW, Suite 206
Ramsey, MN 55303

SURVEYORS NOTES
1. For the purpose of this plat the most northerly line of Lot 1, Block 1, BROOKDALE SQUARE SECOND ADDITION is assumed to bear North 89 degrees 47 minutes 45 seconds West.
2. The field survey was completed on May 4th, 2022.
3. Distances are in feet.
4. Contours are at 2 foot intervals.

ZONING:
Current zoning classification for subject property is C2- Commerce

PROPOSED FUTURE ZONING:
Transit Oriented Development

SETBACKS:
Minimum Distance Requirements (per Transit Oriented Development)
Front Setback- 10 feet
Rear Setback- 10 feet
Side Interior Setback- 10 feet
Corner Yard Setback- 10 feet

AREA TABULATION

LOT 1, BLOCK 1	144,536 SQ. FT.	3.318 ACRES
LOT 1, BLOCK 2	81,576 SQ. FT.	1.873 ACRES
LOT 1, BLOCK 3	108,193 SQ. FT.	2.484 ACRES
LOT 1, BLOCK 4	37,767 SQ. FT.	0.867 ACRES
LOT 1, BLOCK 5	31,494 SQ. FT.	0.723 ACRES
LOT 2, BLOCK 4	34,109 SQ. FT.	0.783 ACRES
LOT 2, BLOCK 5	37,280 SQ. FT.	0.856 ACRES
OUTLOT A	218,626 SQ. FT.	5.019 ACRES
OUTLOT B	692,530 SQ. FT.	15.898 ACRES
SHINGLE CREEK PARKWAY	463 SQ. FT.	0.011 ACRES
TOTAL AREA	1,386,575 SQ. FT.	31.831 ACRES

SURVEYOR'S 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 Land Surveyor under the laws of the State of Minnesota.

Andrew Hill
License Number 57632

05/12/2022
Date

SCALE IN FEET 0 60 120

DRAINAGE & UTILITY EASEMENTS ARE SHOWN THUS:

STREET SIDE

BEING 10 FEET IN WIDTH, ADJOINING STREET LINES AND REAR LOT LINES AND 10 FEET IN WIDTH ADJOINING BOUNDARY LINES, AS SHOWN ON THE PLAT, UNLESS OTHERWISE INDICATED.

R.L.S. NO. 13225

GROUP HEALTH PLAN INC.
PID: 0211821210005

N 89°10'11" E 538.37 (P2)
N 89°47'45" W 537.27 (M)

TRACT P

RLS#24332

1" IRON PIPE FOUND
0.90 S
0.08 E

S 0°12'00" E 1200.00 (M)
S 0°20'06" E (P2)

R=547.23
Δ=11°02'54" (M)
L=105.52 (M)
N 16°13'29" W (P2)
L=105.51 (P2)

JOHN MARTIN DRIVE

Drainage and Utility Easement Per plat of BROOKDALE SQUARE 2ND ADDITION

BOOS 5910 SHINGLE CREEK ADDITION
BLOCK 1 LOT 2

MSB HOLDINGS BROOKLYN CENTER LLC
PID: 0211821210001

IRON PIPE FOUND
0.40 S
0.34 E

Driveway easement per doc. no. 4773098 (in favor of Subject Parcel)

N 89°07'45" E 850.66 (P2)
N 89°50'11" W 850.97 (M)

REBAR FOUND
0.20 N
0.20 W

Sidewalk easement in favor of the City per doc. no. 4616569

Drainage and Utility Easement Per plat of BROOKDALE SQUARE 2ND ADDITION

Drainage and Utility Easement Per plat of BROOKDALE SQUARE 2ND ADDITION

Driveway easement per doc. no. 4773098 (in favor of MSB Holdings Brooklyn Center LLC Parcel)

BROOKDALE SQUARE 2ND ADDITION

OUTLOT B
692530 SQ. FT. +/-
15.898 ACRES +/-

ECONOMIC DEVELOPMENT AUTHORITY OF BROOKLYN CENTER
PID: 0211821240020

LOT 1

S 48°18'38" W (P2)
N 49°20'42" E (M)
92.25
N 89°22'43" W (P2)
S 89°35'13" E (M)
50.50
S 00°37'17" E (P2)
N 0°24'47" E (M)
44.01
N 49°20'42" E (M)
35.46
S 48°18'38" W (P2)

L=79.2
333.5
53.3
60
53.3
272.8
65.3

BLOCK 1

BLOCK 2

BLOCK 1

Δ=21°58'25" (P2) L=596.19 (P2)
R=1554.55 Δ=21°58'24" (M) L=596.18 (M)
L=277.6
L=218.5
250.9

Sidewalk easement in favor of the City per doc. no. 4616569

LOT 1
144536 SQ. FT. +/-
3.32 ACRES +/-

OUTLOT A
218626 SQ. FT. +/-
5.019 ACRES +/-

LOT 1
81576 SQ. FT. +/-
1.873 ACRES +/-

Drainage and Utility Easement Per plat of BROOKDALE SQUARE 2ND ADDITION

DRAINAGE AND UTILITY EASEMENT OVER ALL OF OUTLOT A

Storm sewer easement per doc. no. 4640186

305.0
299.0
299.0
299.0

N 3°56'34" E (M) 497.76
S 02°54'30" W (P2)

VARIES

11.8
485.3
930.10
106.7
272.8
65.3
122.7

Drainage and Utility Easement Per plat of BROOKDALE SQUARE and BROOKDALE SQUARE 2ND ADDITION

10.00
5.00
64.0
64.0

CAPPED IP

RLS# 13792

SHINGLE CREEK PARKWAY

BROOKDALE SQUARE

BLOCK 4

BLOCK 2

LOT 1
37767 SQ. FT. +/-
0.867 ACRES +/-

BLOCK 5

LOT 1
31494 SQ. FT. +/-
0.723 ACRES +/-

LOT 2
37280 SQ. FT. +/-
0.856 ACRES +/-

LOT 2

BLOCK 3

LOT 1
108193 SQ. FT. +/-
2.484 ACRES +/-

LOT 2
34109 SQ. FT. +/-
0.783 ACRES +/-

SHINGLE CREEK PARKWAY
463 SQ. FT. +/-
0.011 ACRES +/-

1053.91
274.3
274.3
321.9
62.0
62.0
65.3
65.3
56.0
56.0
105.7
157.0
107.0
127.0
103.3
51.3
167.3
20.0
107.0
171.0
51.0
156.3
155.0
105.0
304.7
240.7
395.1
302.1
274.3
138.4
34.6
L=57.3
44.1
L=34.6

Drainage and Utility Easement Per plat of BROOKDALE SQUARE

Sidewalk easement in favor of the City per doc. no. 4616569

Drainage and Utility Easement Per plat of BROOKDALE SQUARE and BROOKDALE SQUARE 2ND ADDITION

S 01°01'03" W (M) 399.92
N 00°01'01" W (P1,P2)

NSP Easement per doc. no. 1011050
Drainage and Utility Easement Per plat of BROOKDALE SQUARE 2ND ADDITION

NSP Easement per doc. no. 2951760

NSP Easement per doc. no. 1011050 and 1611850

S 31°08'54" W (P2)
N 32°10'58" E (M)
76.61

S 58°55'20" W (P2)
N 59°57'24" E (M)
71.53

S 64°42'24" W (P2)
N 65°44'28" E (M)
107.06

Drainage and Utility Easement Per plat of BROOKDALE SQUARE 2ND ADDITION

N 0°48'55" E 12.60 (RLS)
N 1°08'28" E (M)
11.93 (M)

RLS#12043

RLS# 13792
0.40 S
0.12 W

N 62°59'46" E (M)
84.07
N 63°03'42" E (P2)
14.3

RLS# 13792
0.40 S
0.20 W

Drainage and Utility Easement Per plat of BROOKDALE SQUARE

N 52°07'33" E (M) 160.06
N 51°05'29" E (P1)
145.8

RLS# 13792

N 78°44'37" E (M)
34.72
N 77°42'33" E (P1)

NSP easement per doc. no. 1126345

Streetscape easement per doc. no. 4729991

Drainage and Utility Easement Per plat of BROOKDALE SQUARE

Highway easement per doc. no. 2002594

N 44°49'30" W (M)
14.13 (M)
N 45°51'43" W 14.14 (P1)

S 89°48'48" E (M) 900.56
N 89°09'08" E (P1)

COUNTY ROAD 10

MINNESOTA HIGHWAY 100

VARIES

LEGEND

- MONUMENT FOUND
- 1/2" IRON PIPE MONUMENT SET MARKED BY LIC. NO. 57632
- CONTROL POINT
- BENCH MARK
- AIR CONDITIONER
- BENCH
- BOLLARD
- BUSH
- CATCH BASIN
- CATCH BASIN
- DOWN SPOUT
- FIRE HYDRANT
- FLAG POLE
- (P1) BROOKDALE SQUARE
- (P2) BROOKDALE SQUARE 2ND ADDITION
- LIGHT POLE
- (S) MANHOLE-SANITARY SEWER
- (D) MANHOLE-STORM SEWER
- (M) METER
- (P) POST
- SIGN TRAFFIC
- TRANSFORMER-ELECTRIC
- TREE-CONIFEROUS
- TREE-DECIDUOUS
- (F) UTILITY MARKER-FIBER
- VALVE
- (H) HANDHOLE
- (RLS) REGISTERED LAND SURVEY NO. 1300
- COMMUNICATION UNDERGROUND
- ELECTRIC UNDERGROUND
- GAS UNDERGROUND
- SANITARY SEWER
- STORM SEWER
- WATER SYSTEM
- FENCE - DECORATIVE
- CURB & GUTTER
- RETAINING WALL
- ADJACENT
- EASEMENT
- RIGHT OF WAY
- INTERMEDIATE CONTOUR
- INDEX CONTOUR

SHEET 1 OF 2

BOLTON & MENK

THIS PLAT PREPARED BY BOLTON & MENK, INC.

PRELIMINARY PLAT

OPPORTUNITY SITE ADDITION

EXISTING CONDITIONS

DRAINAGE & UTILITY EASEMENTS ARE SHOWN THUS: 10 10 10 10 STREET SIDE

BEING 10 FEET IN WIDTH, ADJOINING STREET LINES AND REAR LOT LINES AND 10 FEET IN WIDTH ADJOINING BOUNDARY LINES, AS SHOWN ON THE PLAT, UNLESS OTHERWISE INDICATED.

SCALE IN FEET 60 120

SURVEYOR'S 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 Land Surveyor under the laws of the State of Minnesota.

Andrew Hill
License Number 57632

05/12/2022
Date

LEGEND

- MONUMENT FOUND
- 1/2" IRON PIPE MONUMENT SET MARKED BY LIC. NO. 57632
- CONTROL POINT
- BENCH MARK
- AIR CONDITIONER
- BENCH
- BOLLARD
- BUSH
- CATCH BASIN
- CATCH BASIN
- DOWN SPOUT
- FIRE HYDRANT
- FLAG POLE
- (P1) BROOKDALE SQUARE
- (P2) BROOKDALE SQUARE 2ND ADDITION
- LIGHT POLE
- (S) MANHOLE-SANITARY SEWER
- (D) MANHOLE-STORM SEWER
- (M) METER
- (P) POST
- SIGN TRAFFIC
- TRANSFORMER-ELECTRIC
- TREE-CONIFEROUS
- TREE-DECIDUOUS
- (F) UTILITY MARKER-FIBER
- VALVE
- (H) HANDHOLE
- (RLS) REGISTERED LAND SURVEY NO. 1300
- COMMUNICATION UNDERGROUND
- ELECTRIC UNDERGROUND
- GAS UNDERGROUND
- SANITARY SEWER
- STORM SEWER
- WATER SYSTEM
- FENCE - DECORATIVE
- CURB & GUTTER
- RETAINING WALL
- ADJACENT
- EASEMENT
- RIGHT OF WAY
- INTERMEDIATE CONTOUR
- INDEX CONTOUR

BLOCK 1 · BLOCK 2 · BLOCK 3 · BLOCK 4 · BLOCK 5 · LOT 1 · LOT 2 · OUTLOT A · OUTLOT B

SHINGLE CREEK PARKWAY · JOHN MARTIN DRIVE · COUNTY ROAD 10 · MINNESOTA HIGHWAY 100

BITUMINOUS · GRAVEL · CONCRETE · AREA UNDER SNOWPILE · APPROXIMATE PIPE LOCATION · PIPE DETECTED TO THIS POINT

SHEET 2 OF 2

BOLTON & MENK

THIS PLAT PREPARED BY BOLTON & MENK, INC.

OPPORTUNITY SITE ADDITION

R.T. DOC. NO. _____

KNOW ALL PERSONS BY THESE PRESENTS: That Economic Development Authority of Brooklyn Center, a public body corporate under the laws of the State of Minnesota, fee owner of the following described property:

Lot 2, Block 2, BROOKDALE SQUARE, Hennepin County, Minnesota

AND

Lot 1, Block 1, BROOKDALE SQUARE 2ND ADDITION, Hennepin County, Minnesota.

Has caused the same to be survey and platted as OPPORTUNITY SITE ADDITION and does hereby dedicate to the public for public use public way and the drainage and utility easements as created by this plat.

In witness whereof said Economic Development Authority of Brooklyn Center, a public body corporate under the laws of the State of Minnesota, have caused these presents to be signed by its proper officers this

____ day of _____, 20____.

ECONOMIC DEVELOPMENT AUTHORITY OF BROOKLYN CENTER

By _____, City Manager
Dr. Reginald Edwards

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20____ by Dr. Reginald Edwards, City Manager of Brooklyn Center, on behalf of the Economic Development Authority of Brooklyn Center .

_____

_____

Notary Public, _____ County, Minnesota

My Commission Expires _____

I Andrew Hill 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____.

_____
Andrew Hill, Licensed Land Surveyor
Minnesota License No. 57632

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20____ by Andrew Hill.

_____

_____

Notary Public, _____ County, Minnesota

My Commission Expires _____

CITY COUNCIL, City of Brooklyn Center, State of Minnesota
This plat of OPPORTUNITY SITE ADDITION was approved and accepted by the City Council of the City of Brooklyn Center, Minnesota at a regular meeting thereof held this _____ day of _____, 20____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subdivision 2.

By _____, Mayor
Mike Elliott

By _____, City Clerk
Barb Suciu

SURVEY DIVISION, Hennepin County, State of Minnesota
Pursuant to MN. STAT. Sec. 383B.565 (1969), this plat has been approved this _____ day of _____, 20____.

_____ by_____
Chris F. Mavis, County Surveyor

RESIDENT AND REAL ESTATE SERVICES, Hennepin County, State of Minnesota
I hereby certify that the taxes payable in 20____ and prior years have been paid for land described on this Plat, dated this this _____ day of _____, 20____.

_____ by_____ Deputy
Mark V. Chapin, County Auditor

REGISTRAR OF TITLES, Hennepin County, State of Minnesota
I hereby certify that this plat of OPPORTUNITY SITE ADDITION was filed in this office this _____ day of _____, 20____, at ___ o'clock ___.M.

_____ by_____ Deputy
Martin McCormick, Registrar of Titles

BOLTON & MENK

THIS PLAT PREPARED BY BOLTON & MENK, INC.

OPPORTUNITY SITE ADDITION

R.T. DOC. NO. _____

R.L.S. NO. 1325

TRACT B

N 89°10'11" E 538.37 (P2)
N 89°47'45" W 537.27 (M)

RLS#24332

1" IRON PIPE FOUND
0.90 S
0.08 E

N 01°03'27" W (P2)
S 0°12'00" W 200.06

R=547.23
Δ=11°02'49"
L=105.51

N 0°14'19" E (M) 160.00
S 00°47'45" E (P2)

100

BOOS 5910 SHINGLE CREEK ADDITION

BLOCK 1

LOT 2

IRON PIPE FOUND
0.40 S
0.34 E

N 89°07'45" E 850.66 (P2)
N 89°50'11" W 850.97 (M)

REBAR FOUND
0.20 N
0.20 W

Drainage and Utility Easement Per plat of BROOKDALE SQUARE 2ND ADDITION

Drainage and Utility Easement Per plat of BROOKDALE SQUARE 2ND ADDITION

Drainage and Utility Easement Per plat of BROOKDALE SQUARE 2ND ADDITION

BROOKDALE SQUARE 2ND ADDITION

OUTLOT B

LOT 1

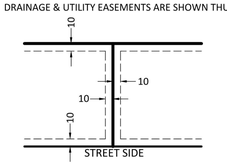
S 48°18'38" W (P2)
N 49°20'42" E (M)
92.25

N 89°22'43" W (P2)
S 89°35'13" E (M)
50.50
S 00°37'17" E (P2)

N 0°24'47" E (M)
44.01

N 49°20'42" E (M)
35.46
S 48°18'38" W (P2)

DRAINAGE & UTILITY EASEMENTS ARE SHOWN THUS:



BEING 10 FEET IN WIDTH, ADJOINING STREET LINES AND REAR LOT LINES AND 10 FEET IN WIDTH ADJOINING BOUNDARY LINES, AS SHOWN ON THE PLAT, UNLESS OTHERWISE INDICATED.

R=1554.55 Δ=21°58'25" L=596.19
L=577.84 Δ=10°13'58"

L=318.55 Δ=11°44'27"

R=347.00
Δ=13°04'53"
L=79.23

S 58°34'07" W
50.91

S 90°00'00" W 386.79
333.46

S 0°00'00" W
6.00

53.33

53.34

N 90°00'00" E 391.50
272.83

65.33

BLOCK 1

LOT 1

BLOCK 2

LOT 1

OUTLOT A

BLOCK 1

Drainage and Utility Easement Per plat of BROOKDALE SQUARE 2ND ADDITION

Storm sewer easement per doc. no. 4640186

DRAINAGE AND UTILITY EASEMENT OVER ALL OF OUTLOT A

N 0°00'00" E 305.00

N 0°00'00" E 299.00

S 0°00'00" E 299.00

N 0°00'00" E 399.00

N 3°56'34" E (M) 497.76
S 02°54'30" W (P2)

WIDTH VARIES

0 60 120
SCALE IN FEET

LEGEND

- ○ 1/2" IRON PIPE MONUMENT SET MARKED BY LIC. NO. 57632
- ● MONUMENT FOUND
- RLS BEARING AND DISTANCE PER REGISTERED LAND SURVEY NO. 1300
- (P1) BEARING AND DISTANCE PER BROOKDALE SQUARE
- (P2) BEARING AND DISTANCE PER BROOKDALE SQUARE 2ND ADDITION

For the purpose of this plat the west line of Lot 2, Block 2, BROOKDALE SQUARE is assumed to bear South 01 degree 01 minutes 03 seconds West

11.78

485.27

106.67

N 90°00'00" E 1052.77

272.83

65.33

N 90°00'00" E 122.67

64.01

5.00

CAPPED IP

Drainage and Utility Easement Per plat of BROOKDALE SQUARE and BROOKDALE SQUARE 2ND ADDITION

10.00

64.00

RLS# 13792

SHINGLE CREEK PARKWAY

BROOKDALE SQUARE

321.90

62.00

N 90°00'00" E 1053.89
274.33

65.33

274.33

56.00

BLOCK 4

BLOCK 2

LOT 1

BLOCK 5

LOT 1

107.00

127.00

N 90°00'00" E 167.33

S 0°00'00" E
20.00

N 90°00'00" E 107.00

S 0°00'00" E 178.04

105.68

157.00

N 0°00'00" E 262.00

N 90°00'00" E 103.33

N 0°00'00" E 262.00

S 0°00'00" E 262.00

N 0°00'00" E
51.32

N 90°00'00" E 171.00

BLOCK 3

LOT 1

Drainage and Utility Easement Per plat of BROOKDALE SQUARE and BROOKDALE SQUARE 2ND ADDITION

WEST LINE OF LOT 2, BLOCK 2, BROOKDALE SQUARE

N 00°01'01" W (P1,P2)
S 01°01'03" W (M) 399.92

302.13

S 0°00'00" E 335.14

105.00

156.32

LOT 2

155.00

51.04

56.00

240.75

N 0°00'00" E 304.75

Drainage and Utility Easement Per plat of BROOKDALE SQUARE

Drainage and Utility Easement Per plat of BROOKDALE SQUARE 2ND ADDITION

S 64°42'24" W (P2)
N 65°44'28" E (M)
107.06

RLS# 12043

N 61°57'42" E (P1)
N 62°59'46" E (M)
13.25' 84.07

N 00°48'55" E 12.60 (RLS)
N 1°08'28" E (M)
11.93 (M)

RLS# 13792
0.40 S
0.12 W

S 31°08'54" W (P2)
N 32°10'58" E (M)
76.61

S 58°55'20" W (P2)
N 59°57'24" E (M)
71.53

Drainage and Utility Easement Per plat of BROOKDALE SQUARE 2ND ADDITION

WIDTH VARIES

MINNESOTA HIGHWAY NO. 100

WIDTH VARIES

62.00

65.33

N 90°00'00" W 274.33

N 90°00'00" W 138.44

S 81°59'06" W
34.59

R=110.00
Δ=29°51'33"
L=57.33

N 52°07'33" E
24.00

R=58.00
Δ=52°07'33"
L=345.57

Drainage and Utility Easement Per plat of BROOKDALE SQUARE

RLS# 13792
0.40 S
0.20 W

145.81

N 52°07'33" E (M) 160.06
N 51°05'29" E (P1)

N 78°44'37" E (M)
34.72
N 77°42'33" E (P1)

RLS# 13792

WIDTH VARIES

100
Highway easement per doc. no. 2002594

S 44°31'55" E
45.02

22.00

22.00

Drainage and Utility Easement Per plat of BROOKDALE SQUARE 295.70

582.86

N 44°49'30" W (M)
14.14
N 45°51'34" W (P1)

S 89°48'48" E (M) 900.56
N 89°09'08" E (P1)

Drainage and Utility Easement Per plat of BROOKDALE SQUARE

WIDTH VARIES

SHINGLE CREEK PARKWAY

COUNTY ROAD NO. 10

SHEET 2 OF 2

BOLTON & MENK

THIS PLAT PREPARED BY BOLTON & MENK, INC.

H:\ALATUS_PR\0R1127031\CAD\C3D\127031_V_PROP_2-FP.dwg 7/1/2022 10:42 AM

Council Regular Meeting

DATE: 7/24/2023

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: N/A
BY: Reggie Edwards, City Manager

SUBJECT: Daunte Wright Memorial: Installation Update

Requested Council Action:

- *Motion to accept the presentation.*

Background:

In 2021, following the shooting and death of Daunte Wright by a former Brooklyn Center police officer, the City entered into settlement negotiations with the Wright family. A part of the settlement included the creation and installation of a memorial.

The City of Brooklyn Center has been working in collaboration with the Wright family and Juxtaposition Arts on a design for a permanent Daunte Wright Memorial to be located at the northwest corner of the intersection of 63rd Ave. N and Kathrene Drive. The Daunte Wright Memorial will be located in the city's right-of-way.

The materials for the permanent Daunte Wright Memorial have been ordered and the City is preparing for the installation. The timeline for the installation of the DW Memorial is as follows:

July 17 – Neighborhood meeting for residents (completed)
July 24 – City Council presentation
Mid-August (weather permitting) – Installation begins (4 to 6 weeks installation period)

Budget Issues:

The Daunte Wright Memorial is expected to cost approximately $243,000 in total for project development and installation. The City will be using a combination of grant funds and emergency capital funds to fund the project.

Inclusive Community Engagement:

N/A

Antiracist/Equity Policy Effect:

N/A

Council Regular Meeting

DATE: 7/24/2023

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: N/A
BY: Cordell Wiseman, Park & Recreation Director

SUBJECT: Park Update

Requested Council Action:

- *Motion to accept the presentation.*

Background:

City staff responded to a large unauthorized event held at Centennial Park on the 4th of July. There were upward of 300 - 400 youth in attendance.

This event occurred following similar pop-up events in parks of some of our neighboring cities that ended up with violence and injuries to some in attendance.

Staff (i.e., Recreation, OCPHS, PD, Council and Community Interveners) collaboratively worked together to communicate and disperse the group without incident.

Staff will present what transpired during the event and lessons learned from dealing with such an incident. .

Budget Issues:

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Safe, Secure, Stable Community, Operational Excellence

ATTACHMENTS:

Description	Upload Date	Type
Presentation	7/20/2023	Presentation

Pop up Event in the Park

City Council Meeting, July 26, 2023

Cross Departmental Collaboration

- Recreation Community Outreach Team
- Office of Community Prevention, Health & Safety(Interveners Team)
- Brooklyn Center Police Department

Purpose

To be prepared and establish a plan of action to Response to an large unauthorized event, that we received word on that was plan to be held in Centennial Park on the 4th of July.

3

What did you learn?

- Early Communication
- Well thought out plan - determine rather we are being reactive or proactive
- Teamwork

- All make a huge difference on the outcome on addressing the issues we are facing in our City and Parks.

4

Questions?

Council Regular Meeting

DATE: 7/24/2023

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: N/A
BY: Kellace McDaniel, Police Chief

SUBJECT: Labor Study - Brooklyn Center Police Department

Requested Council Action:

- *Motion to accept the Labor Study for the Brooklyn Center Police Department.*

Background:

Prior to 2020, staff investigated completing a labor study for the Brooklyn Center Police Department. In 2022 the city contracted with the National Policing Institute (NPI) for a workload study and an organizational assessment.

High-level goals of the analysis were:

- Analyze the police department's current workload, organizational structure, and resources.
- Use workload data to assess the potential impact of diverting some calls for service.
- Examine the community and internal police department sentiment about policing in Brooklyn Center.

The methodology consisted of a mixed methods approach, using: surveys, interviews, and quantitative analyses. NPI representatives then evaluated a variety of factors including calls for service, administrative time, service level, relief factor calculations, and staffing level scenarios.

NPI returned with seven (7) tailored and actionable recommendations relating to:

- Patrol Officers
- Sergeants
- Detectives
- Records Technicians
- Wellness Program Expansion
- Crime Reduction Strategy involving Community
- Community Programs

Budget Issues:

- None

Inclusive Community Engagement:

- Community Survey conducted

Antiracist/Equity Policy Effect:

- none

Strategic Priorities and Values:

Enhanced Community Image, Safe, Secure, Stable Community, Operational Excellence

ATTACHMENTS:

Description	Upload Date	Type
labor study	7/21/2023	Backup Material

National Policing Institute
Pursuing Excellence through Science and Innovation

BROOKLYN CENTER POLICE DEPARTMENT WORKLOAD STUDY

June 2023

TABLE OF CONTENTS

EXECUTIVE SUMMARY 1

Background 1
Methods 1
Key Findings 1
Recommendations 3

SECTION 1:
INTRODUCTION 4

Background of Study 4
Population and Demographics 5
Crime Statistics 6
City Governance 7
Brooklyn Center Police Department Organizational Structure 7

SECTION 2:
METHODOLOGY AND APPROACH 11

Data Collection 11
Interviews and Focus Group 12
Data Analysis 12

SECTION 3:
SURVEY RESULTS 13

Employee Perceptions of Workload, Culture, and Safety 13
Officers' Perceptions 13
Non-Sworn Employee's Perceptions 16
Officer Safety and Wellness 18
Non-Sworn Employee Safety and Wellness 20
Summary of Departmental Platform Survey Results 21
Community Perceptions of the Brooklyn Center Police Department 22

SECTION 4:
PATROL OFFICER WORKLOAD 24

Approach 24
Foundational Analysis 26
Determining Demand from Community-Driven CFS 29

Relief Factor Calculations 30
Staffing Recommendations 31
Community Service Officer Use 32
Call Diversion 33
SWAT Team and Warrant Service 36
Section 4 Recommendations 37

SECTION 5:
SERGEANTS' WORKLOAD 39

Shift Supervision 39
Training 39
Section 5 Recommendations 40

SECTION 6:
INVESTIGATIONS WORKLOAD 41

Section 6 Recommendations 42

SECTION 7:
SUPPORT SERVICES DIVISION AND NON-SWORN WORKLOAD 44

Records 44
Property Unit 45
Section 7 Recommendations 46

SECTION 8:
COMMUNITY SERVICES DIVISION AND CRIME REDUCTION STRATEGIES 47

Section 8 Recommendations 49

SECTION 9:
OFFICER WELLNESS 50

Section 9 Findings and Recommendations 51

APPENDIX A:
MATERIALS AND DATA REQUESTED FOR BCPD ORGANIZATIONAL ASSESSMENT 52

APPENDIX B:
OFFICERS PERCEPTIONS OF DEPARTMENT AND COMMUNITY 54

APPENDIX C:
NON-SWORN PERCEPTIONS OF DEPARTMENT AND COMMUNITY 61

APPENDIX D:
OFFICER SAFETY AND WELLNESS 67

APPENDIX E:
NON-SWORN SAFETY AND WELLNESS 71

APPENDIX F:
TABLE OF CFS 75

APPENDIX G:
DOMESTIC VIOLENCE RESOURCES 82

APPENDIX H:
GROUP A OFFENSES 83

APPENDIX I:
TABLE OF RECOMMENDATIONS 84

EXECUTIVE SUMMARY

Background

The Brooklyn Center Police Department (BCPD) partnered with the National Policing Institute (the Institute) to conduct a workload study and organizational assessment in 2022. Police and City leaders wanted an independent assessment of the number of officers necessary to respond to service demand from the community in conjunction with an examination of the overall operations of the department. As talks were progressing, the City of Brooklyn Center became the focus of national attention after BCPD Officer Kim Potter shot and killed an unarmed African-American man, Daunte Wright, during a traffic stop. In the following months, numerous officers and non-sworn employees resigned, and the ones that remained felt they were under increased scrutiny. The resignations and resulting increased workload made the study even more important for the department as they sought to renew themselves and provide safety for the community.

Methods

The National Policing Institute (the Institute) began work on the study in early 2022. The methodology consisted of a mixed methods approach using surveys, interviews, and quantitative analyses. Surveying department employees and community members was done using the Institute's National Law Enforcement Applied Research Data Platform. Department employees, sworn and non-sworn, were surveyed along with attempts to survey the community. The employee survey yielded a high response rate with most parts of the survey having a 60-70% response rate. The community survey was distributed through various means to community members but resulted in a very small number of responses that could not be used for analysis.

Institute staff interviewed numerous department employees along with community members. The interviews of department staff included individuals at all ranks, sworn and non-sworn. The sessions were instrumental in contextualizing the data from the quantitative analyses and truly understanding the operations and experiences of department staff. The interviews make it possible to formulate tailored and actionable recommendations.

To examine the patrol workload, calls for service were analyzed and coupled with relief factor calculations to determine the optimal number of patrol officers based on workloads and service levels. The methods used by Institute staff use the time taken to respond to community-initiated calls for service, the time officers are available, and the service level to calculate the number of officers needed. The result is a staffing model that provides enough time for a quality response from officers while also providing time for training and wellness.

Key Findings

The following are key findings from the surveys of department employees:

- Employees felt that the general public does not have a good understanding of what police officers deal with on a daily basis. At the same time, they felt that working in law enforcement, in either a non-sworn or sworn capacity, is a noble profession in which they take pride.
- Regarding training, officers seemed to feel least prepared for dealing with scenarios involving de-

escalation and shoot-don't shoot.

- Non-sworn staff felt that they were not afforded as many training opportunities as their sworn counterparts.
- Employees indicated perceptions of fairness and transparency concerning the disciplinary and promotion processes, and although promotions were perceived as rare, both groups agreed they were merit-based.
- Employees felt respected, trusted, and supported by their supervisors.
- Employees indicated that they know the values of the department and incorporate them into their work.
- Roughly 40 percent of sworn employees indicated that agency leadership rarely or never includes employees in decision-making processes; 60 percent of non-sworn agreed with this assertion.
- About half of the officers surveyed experienced a high degree of emotional exhaustion because of their work, and roughly 60 percent felt a high degree of burnout. All non-sworn respondents felt emotionally exhausted by their work.
- Fifty-three percent of officers answered that they were considering quitting law enforcement altogether.
- Employees experienced stress related to the amount of work they have and working too much overtime.
- Employees felt that the BCPD prioritizes all areas of safety, with the exception of building and parking lot safety and intentional attacks.

The following are key findings from the interviews and the focus group with the community:

- Similar to the survey findings, employees expressed high levels of emotional exhaustion.
- The majority of employees are dedicated to the department and optimistic about the future despite high levels of exhaustion.
- Employees expressed frustration about the workload.
- Officers expressed a sense that crime is out control in the city and the department lacks a clear crime control strategy.
- The department has numerous community service officers that have capacity for patrol activities.
- Detectives carry high caseloads and are unable to hand-off investigations to other departments.
- The records department is understaffed and not keeping up with entry of investigative reports from officers.
- Community focus group members expressed support for the police department but wanted to see more proactive patrols.

The following are key findings from the quantitative analyses:

- The number of calls for service from the community is relatively stable for the period of analysis but decreased slightly in 2020 and 2021.
- Calls for service demand peaks during the evening hours.
- The current staffing levels do not provide enough patrol officer staffing to answer call for service demand, accommodate training, and proactive time for problem-solving.
- The number of sergeants assigned to patrol is not sufficient to have a sergeant on-duty at all times.

Recommendations

The following are selected key recommendations based on the findings:

- The department should authorize a total of 36 officers for patrol to ensure officers have adequate time for problem-solving, training, and vacation time.
- The department should authorize two additional sergeants in the Patrol Division to ensure sergeants are able to attend training and proactively supervise officers.
- The department should add an additional detective to lower the workload of detectives.
- The department should immediately hire individuals to fill the authorized records technician positions and add an additional position to compensate for the recommended officer increase.
- The department should champion and expand the department employee wellness program and seek grants to provide additional resources.
- The department should create a comprehensive crime reduction strategy in collaboration with the community and communicate it internally and externally.
- The department and City should initiate programs with the community to foster positive interactions between community members and department employees.

SECTION 1:

INTRODUCTION

In 2022, officials from Brooklyn Center, Minnesota, contracted with the Institute to conduct a workload study and organizational assessment for the Brooklyn Center Police Department (BCPD). City officials initially requested a concept paper from the Institute in 2019, and interest in the analysis accelerated when the nation experienced an increased focus on policing after widespread publicity about a number of police shootings of Black men and women.

The high-level goals of the analysis were to:

- Analyze the police department's current workload, organizational structure, and resources
- Use workload data to assess the potential impact of diverting some calls for service
- Examine the community and internal police department sentiment about policing in Brooklyn Center

The analysis used a variety of methods, which are described throughout this report, and included surveys using the Institute's National Law Enforcement Applied Research and Data Platform (the Platform), interviews, focus groups, direct observations, and analysis of department data.

Background of Study

Although the conversation between the Institute and the City of Brooklyn Center regarding a workload study of the BCPD began in 2019, discussions lulled during the COVID-19 pandemic of 2020 and 2021. With social distancing measures in place and strained staffing, the project was put on hold as the pandemic and the response to it unfolded. In tandem with the pandemic, the Minneapolis (Minnesota) Police Department (adjacent to Brooklyn Center) was at the center of nationwide protests over police brutality after the death of George Floyd in May of 2020. Minneapolis officer Derek Chauvin would be arrested, tried, and convicted of murder. According to Brooklyn Center Police Department employees, the looting and unrest from the protests in Minneapolis extended to Brooklyn Center during a brief time in 2020.

During the spring of 2021, many people in the Minneapolis area watched the Derek Chauvin murder trial with nervousness and trepidation. On April 11, BCPD Officer Kim Potter inadvertently shot and killed an unarmed man, Daunte Wright, during a traffic stop. Officer Potter intended to discharge her TASER at Mr. Wright but mistakenly used her Glock firearm. Officer Potter remained employed while the investigation ensued. The shooting sparked a wave of protests at the Brooklyn Center Police Department that lasted for over a week and included clashes between the police and protestors. The Minnesota State Patrol and National Guard troops were called in to secure the police station and provide crowd control. During the protests, officers faced hostile crowds, and tear gas was used to disperse the protestors. BCPD employees had to be escorted to the police station from off-site locations using a caravan of police cars. The entire police station was surrounded by concrete barriers and fencing.

In the days following the death of Daunte Wright, Officer Kim Potter resigned and was charged with Second Degree Manslaughter. Shortly thereafter, the city manager was terminated. Police Chief Tim Gannon also resigned after refusing to fire Officer Potter, citing her right to due process. Subsequently, the new city manager

selected BCPD Commander Tony Gruenig to the position of interim police chief. The departures did not end with City and BCPD leadership: 19 officers and sergeants left the department throughout the remainder of 2021, according to department records. Currently, 15 of the 22 Patrol Division officers have less than two years of experience as Brooklyn Center Police Officers.

By the summer of 2022, the City selected a new police chief, Kellace McDaniel. Chief McDaniel had been a Lieutenant with the Hennepin County Sheriff's Office prior to joining the BCPD. Chief McDaniel grew up locally and still resides in the area. Commander Gruenig, who served as the acting chief, returned to a commander role with the department.

The sudden and dramatic changes that took place in 2021 are important because they provide the context for the research detailed in this report. Analysis of interviews and survey data indicate that employees of the BCPD have experienced high degrees of emotional burnout. Their perceptions of policing and working for the city continue to be colored by those events. They are reminded daily of the protests with the concrete barrier and fencing they drive through into the employee parking lot. The recommendations within this report consider the challenges BCPD employees face and represent an opportunity for a fresh look at some lingering problems and affirmation of a promising future.

Population and Demographics

Brooklyn Center is an inner ring suburb located northwest of Minneapolis in Hennepin County, MN. Incorporated as a city in 1966, the city's population is 33,782, according to the 2020 census. Brooklyn Center is the most diverse city in the state of Minnesota, with around 38 percent of residents being White alone, 30 percent Black and the remaining community members being Asian or Latino.[1] These demographics have changed drastically in the last three decades, with the city going from a majority of White residents to a considerably more diverse population, including an almost 40 percent increase in the Black population. The demographic trends are similar to those found in Ferguson, MO, where in 2014, an unarmed African-American man was killed by the Ferguson Police Department. Like Brooklyn Center, the city of Ferguson experienced a significant change in demographics as many White residents left the city in the 1990s and early 2000s.[2] In both cases, the makeup of the police department was much slower to change, leaving a mostly White force policing a majority-minority community. Table 1 shows the changes in Brooklyn Center's demographics.

1 Brooklyn Center, Minnesota's Most Diverse City, Is In The Spotlight After Shooting. (April 18, 2021). KPBS Public Media. https://www.kpbs.org/news/2021/04/18/brooklyn-center-minnesotas-most-diverse-city-in

2 Stancil, W. (April 17, 2021). What Daunte Wright's killing foretells for the Suburbs. *The Atlantic*. https://www.theatlantic.com/ideas/archive/2021/04/left-behind-suburbs-are-civil-rights-battleground/618616/

Table 1: Brooklyn Center Demographics

Year	1980[3]	1990[4]	2000[5]	2010[6]	2021 (July 1)[7]
Population estimate	31,503	29,254	29,172	30,104	32,104
White alone	96.0%	90.0%	70.4%	45.9%	41.2%
Black or African American alone	1.2%	5.2%	14.0%	25.7%	30.9%
American Indian and Alaska Native alone	0.6%	0.9%	0.8%	0.6%	0.5%
Asian alone	1.6%	2.9%	8.7%	14.3%	16.8%
Native Hawaiian and Other Pacific Islander alone	N/A*8	N/A*	0.0%	0.0%	0.3%
Two or More Races	N/A*	N/A*	3.0%	3.7%	4.2%
Hispanic or Latino	0.9%*	1.3%*	2.8%	9.6%	12.2%

Crime Statistics

During 2021 violent crime increased across the state of Minnesota and in the seven-county Minneapolis metro area as well; this region includes Hennepin County and Brooklyn Center.[9] The Minnesota Bureau of Criminal Apprehension's data containing BCPD's crime statistics from the year 2021 report the following:

- 90 aggravated assaults; 43 (47.8 percent) were cleared.
- 64 robberies in 2021; 10 (15.6 percent) were cleared.[10]
- 20 rapes; seven (35 percent) were cleared.[11]
- 4 homicides (not including manslaughter); one (25 percent) was cleared.[12]

3 Comprehensive Plan 2030 – 1 Community Profile. (n.d.). Brooklyn Center, MN. Retrieved from http://mybrooklyncenter.org/cp/01-CommunityProfile.pdf

4 Comprehensive Plan 2030 – 1 Community Profile. (n.d.). Brooklyn Center, MN. Retrieved from http://mybrooklyncenter.org/cp/01-CommunityProfile.pdf

5 City of Brooklyn Center 2040 Comprehensive Plan Update - Appendix C Background Information. (2018). Brooklyn Center, MN. Retrieved from https://www.ci.brooklyn-center.mn.us/home/showpublisheddocument/72/637489899034970000

6 City of Brooklyn Center 2040 Comprehensive Plan Update - Appendix C Background Information. (2018). Brooklyn Center, MN. Retrieved from https://www.ci.brooklyn-center.mn.us/home/showpublisheddocument/72/637489899034970000

7 QuickFacts: Brooklyn Center City, Minnesota. U.S. Census Bureau. (n.d.). Retrieved November 21, 2022, from https://www.census.gov/quickfacts/fact/table/brooklyncentercityminnesota/PST045221

8 *Note: Data for the fields "Native Hawaiian and Other Pacific Islander alone" and "Two or More Races" were not captured in this report for the years 1980 and 1990. Also note that, for 1980 and 1990, Hispanic population consists of people of any race. "Percent minority" includes all persons of minority races plus persons who identified themselves as white and Hispanic.

9 Minnesota Department of Public Safety. (2022, August 12). BCA Releases 2021 Uniform Crime Report. Office of Communications. Retrieved November 28, 2022, from https://dps.mn.gov/divisions/ooc/news-releases/Pages/BCA-Releases-2021-Uniform-Crime-Report.aspx

10 Minnesota Bureau of Criminal Apprehension. (2022). Minnesota Crime Data Explorer. Retrieved November 28, 2022, from https://www.cde.state.mn.us/DownloadData/OffenseCountyMunicipalByAgencyDownload

11 Minnesota Bureau of Criminal Apprehension. (2022). Minnesota Crime Data Explorer. Retrieved November 28, 2022, from https://www.cde.state.mn.us/DownloadData/OffenseCountyMunicipalByAgencyDownload

12 Minnesota Bureau of Criminal Apprehension. (2022). Minnesota Crime Data Explorer. Retrieved November 28, 2022, from https://www.cde.state.mn.us/DownloadData/OffenseCountyMunicipalByAgencyDownload

Minnesota experienced increases in two property crime categories, motor vehicle theft and arson; however, burglaries and larcenies decreased across the state from 2020 to 2021. Brooklyn Center reported 204 motor vehicle thefts in 2021 of which 48 (23.5 percent) were cleared, and five acts of arson of which one (20 percent) was cleared.[13] There were 188 burglaries of which 25 (13.3 percent) were cleared, and there were 96 reports of larceny, of which 5 (5.2 percent) were cleared.[14] When assessing the BCPD's report numbers and clearance rates, it becomes apparent that a focus has been placed on violent crime, and rightly so. The BCPD also grappled with numerous instances of other crimes in 2021: 288 shopliftings of which 253 (87.8 percent) were cleared; 225 theft from a motor vehicle of which 6 (2.7 percent) were cleared; 194 vandalisms of which 26 (13.4 percent) were cleared; and 143 simple assaults of which 108 (75.5 percent) were cleared.[15]

City Governance

Brooklyn Center is a home rule charter city under Minnesota state law. According to the City's website, a home rule charter was adopted in 1966.[16] Compared to a statutory city in Minnesota, a city with a home rule charter has the power to use any form of government and has a wide range of discretion for enacting laws and ordinances as long as they are not statutorily prohibited. Brooklyn Center uses a "Council-Manager Plan" where the City Council exercises all legislative power and makes policy for the City.[17] Under the arrangement, the city manager is the head of the administrative branch of the City and shall exercise control of all City departments according to the charter.

The mayor is the presiding officer of the City Council and votes as a member. According to the City Charter, the Mayor is recognized as the official head of the City for ceremonial purposes. However, the City Charter also states that the mayor, with the consent of the City Council, can take control of the police to maintain order and enforce the law. That occurred in April of 2021 when the mayor was placed in control of the police department by order of the Council.

Brooklyn Center Police Department Organizational Structure

The BCPD currently has 49 authorized sworn officer positions and 10 part-time community service officers. The current organizational structure is shown in Figure 1. The department is divided into three divisions: Patrol, Community Services, and Investigations. The Patrol Division is significantly larger in terms of staffing, with over half of the sworn officers serving in a patrol function. Each division is led by a sworn officer at the rank of commander. Although the authorized strength is 49, as of the fall of 2022, the BCPD was currently employing 35 sworn officers, leaving vacancies throughout the divisions. The shortages in patrol are backfilled with officers working overtime. While this does fill the positions on a shift-by-shift basis, prolonged shifts can

13 Minnesota Bureau of Criminal Apprehension. (2022). Minnesota Crime Data Explorer. Retrieved November 28, 2022, from https://www.cde.state.mn.us/DownloadData/OffenseCountyMunicipalByAgencyDownload

14 Minnesota Bureau of Criminal Apprehension. (2022). Minnesota Crime Data Explorer. Retrieved November 28, 2022, from https://www.cde.state.mn.us/DownloadData/OffenseCountyMunicipalByAgencyDownload

15 Minnesota Bureau of Criminal Apprehension. (2022). Minnesota Crime Data Explorer. Retrieved November 28, 2022, from https://www.cde.state.mn.us/DownloadData/OffenseCountyMunicipalByAgencyDownload

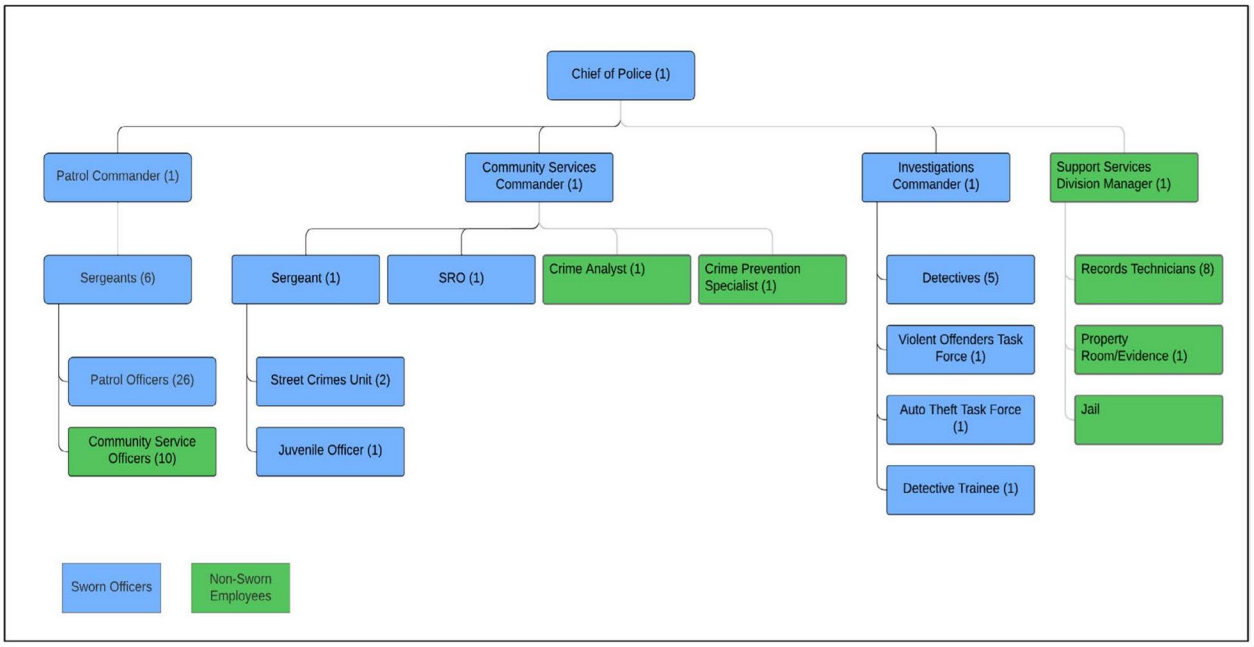
16 Brooklyn Center, MN. (n.d.). City Charter & Charter Commission. Brooklyn Center at the Center. Retrieved December 12, 2022, from https://www.ci.brooklyn-center.mn.us/government/city-charter

17 Brooklyn Center Minnesota City Charter. (2019). City of Brooklyn Center Minnesota. https://www.ci.brooklyn-center.mn.us/home/showpublisheddocument/286/637535212058930000

contribute to several negative consequences, such as complaints and increased racial bias.[18,19] For the other two divisions, positions remain vacant.

Figure 1. Brooklyn Center Police Organizational Chart

Source: Brooklyn Center Police Department



PATROL DIVISION

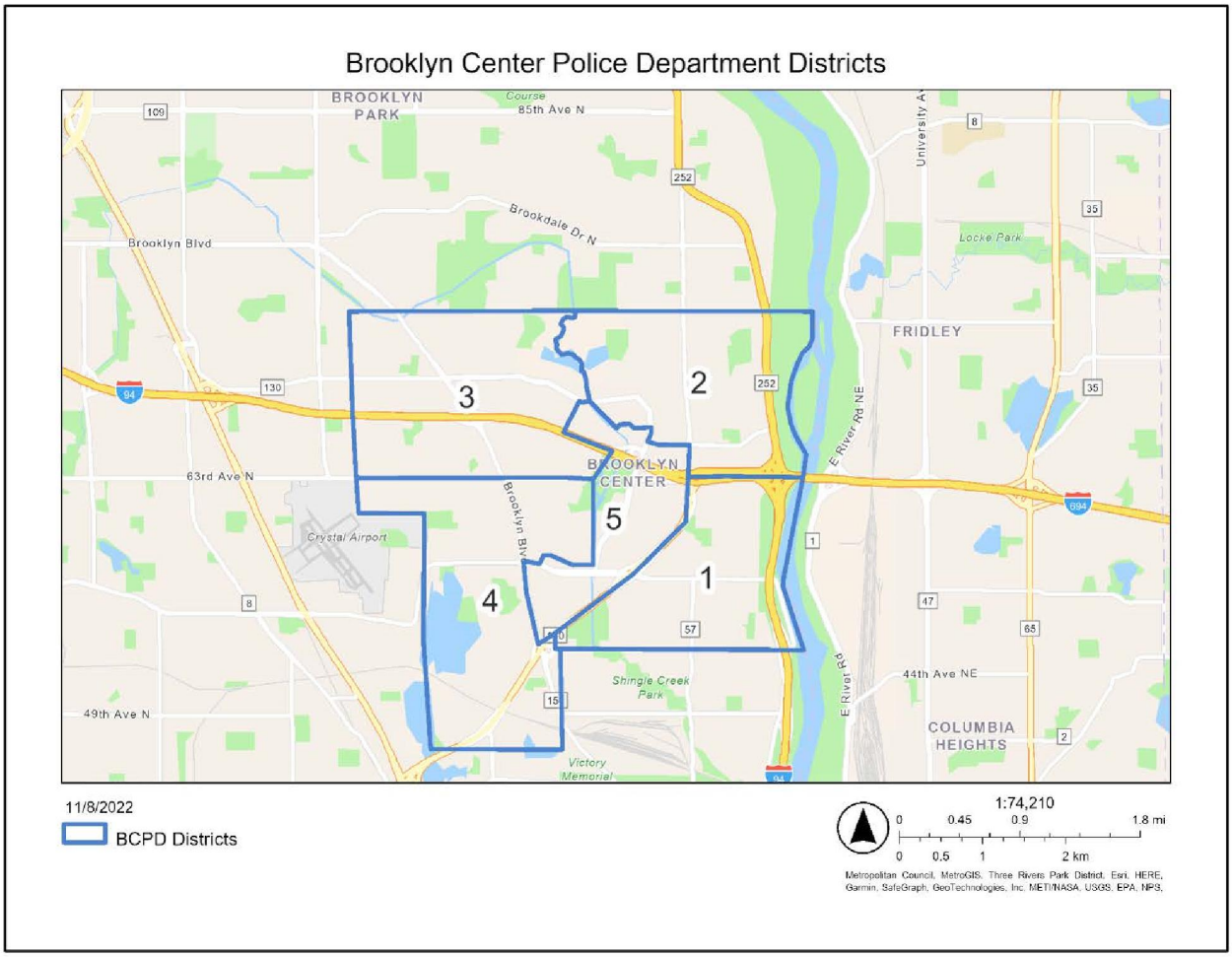
The function of the Patrol Division, according to the BCPD policy 400.11, is to "*patrol assigned jurisdictional areas, respond to call(s) for assistance, act as a deterrent to crime, enforce state, local and, when authorized or empowered by agreement or statute, federal laws, and respond to emergencies 24 hours per day, 7 days per week*." The policy further states the patrol function will, among other things, provide problem-solving activities through community-oriented policing. The functions of the BCPD are consistent with other agencies across the United States. The City is divided into five sectors for patrolling. Those sectors are shown using a map in Figure 2.

The Patrol Division operates four patrol shifts. Each 12-hour shift is authorized five officers and one sergeant. Two of the squads work the day shift (6 a.m. to 6 p.m.), and the two other squads work the night shift (6 p.m. to 6 a.m.). The two squads working days and nights mirror each other as they work on opposite days. For example, on the day shift, as squad A works, squad B is off, and vice versa. The officers and supervisor on one squad do not work with the other squads as there is no overlap. When at full strength, the BCPD also has three swing shifts or "power shifts" that work 12-hour shifts starting at 10 a.m., 2 p.m., and 4 p.m. These shifts are

18 Bell, L B., Virden, T.B., Lewis, D. J., Cassidy, B.A. (2015) Effects of 13-hour 20-minute work shifts on law enforcement officers' sleep, cognitive abilities, health, quality of life, and work performance: The phoenix study. *Police. Quarterly*, 18(3). https://journals.sagepub.com/doi/full/10.1177/1098611115584910

19 James, L. (2017). The stability of implicit racial bias in police officers. *Police Quarterly,* 21(1), 30–52. https://doi.org/10.1177/1098611117732974

Figure 2. Brooklyn Center Police Department Patrol Districts



used to supplement standard patrol shifts during the busiest times of the day. The structure of the BCPD's patrol schedule is common among departments using 12-hour shifts. As mentioned, the Patrol Division is commanded by one employee at the commander level. The commander of patrol reports to the chief of police. The patrol commander has six sergeants as direct reports to supervise the patrol function. All three commanders rotate in an on-call status, so there is always one designated command staff person available around the clock to consult via phone or respond to incidents in person.

The Patrol Division is also made up of 10 part-time community service officers (CSOs) who are non-sworn employees of the department who are unarmed, wear uniforms similar to but not identical to patrol officers, and drive marked police vehicles. They are primarily responsible for responding to animal complaints, abandoned autos, and administrative tasks, according to BCPD employees.[20] The BCPD policy references CSOs but does not define the position's authority, responsibilities, or qualifications.

20 Brooklyn Center Police Department Site Visit Notes. (2022). [Personal communication].

INVESTIGATIONS DIVISION

BCPD policy 600.1 states that the purpose of the Investigations Division is to prepare cases for appropriate clearance or presentation to a prosecutor for criminal charges. The Division is authorized for one commander, five detectives, one violent offender task force officer, one auto theft task force officer, and one detective trainee. The Investigations Division is responsible for all follow-ups and filing of charges with the prosecutor. BCPD policy does not delineate responsibility for case follow-up by crime type or severity. Rather, all follow-up investigations are by default assigned to the Investigations Division. Interviews with employees revealed the Investigations Division is responsible for the filing of charges for all arrests made by BCPD officers.[21] Investigators must review the cases from all arrests made and file charges with the prosecutor within the 36 hours allowed by Minnesota law in addition to conducting investigations.[22]

COMMUNITY SERVICES DIVISION

The Community Services Division's authorized staffing includes one commander, one sergeant, two street crimes officers, one juvenile officer, one school resource officer, one crime analyst, one embedded social worker, one crime prevention specialist, and one joint community police partnership liaison.[23] Although the BCPD Policy Manual does not define the responsibilities of the Community Services Division, it was clear from interviews and observations that the Division plays a critical role in the day-to-day operation of the department. Currently, the Division possesses several vacancies with no street crimes officers, juvenile officer, or school resource officer.

SUPPORT SERVICES DIVISION

The Support Services Division is responsible for the administrative functions of the BCPD and is authorized to have one non-sworn manager, eight record technicians, and one property room technician. According to the BCPD Policy Manual, the Division also serves as the department's liaison with the City's Information Technology Department. Currently, the Support Services Division has numerous vacancies for record technicians, which will be discussed later in Section 7, Support Services Division and Non-Sworn Workload.

21 Brooklyn Center Police Department Site Visit Notes. (2022). [Personal communication].

22 MN Court Rules. (n.d.). Retrieved December 21, 2022, from https://www.revisor.mn.gov/court_rules/cr/id/3/.

23 BCPD Policy 200.2.1

SECTION 2:

METHODOLOGY AND APPROACH

To conduct the Brooklyn Center Police Department (BCPD) organizational assessment and staffing study, the Institute's team employed several complementary methods. The methodology for the assessment was comprised of four primary components:

1. Document and Data Collection
2. Surveys of BCPD employees and community members
3. Focus groups and interviews with BCPD employees and community members
4. Analysis
    a. Calls for Service Data Analysis
    b. Relief Factor Data Analysis
    c. Bench Marking Analysis
    d. Policy Analysis

Data Collection

During the initial stages of the project, the Institute's team made a request for data from the BCPD. The list of the materials and data requested are listed in Appendix A. The request covered a wide variety of topics to provide the Institute's team with a comprehensive picture of the BCPD and its operations. Some of the data included: organizational charts, staffing levels, policies and SOPs, budgets, training documents, call for service data, crime data, and economic data from the City of Brooklyn Center. The data provided a foundation for understanding the department's operations.

The Institute's team surveyed the employees of the BCPD using the Institute's National Law Enforcement Applied Research and Data Platform, referred to as "Platform" surveys. The Platform surveys for the employees are divided into four different surveys. An additional survey of the Brooklyn Center community was also conducted to gather information on the community's perception of the police. The surveys were offered to all BCPD employees, sworn and non-sworn. The community survey was a convenience survey where respondents were recruited from social media and department contacts in the community. Those surveys are as follows:

1. Sworn Personnel – Safety and Wellness
2. Sworn Personnel – Perceptions of the Department and Community
3. Non-sworn Personnel – Safety and Wellness
4. Non-sworn Personnel – Perceptions of the Department and Community
5. Community Survey

Platform surveys are administered by the Institute electronically and have been used extensively by the Institute in other departments and communities. The surveys cover a variety of topics and are intended to provide the Institute, the department, and the community with a sense of the internal sentiment and dynamics of the department along with how the department is perceived within the community.

The community survey measured responses regarding how well the BCPD does its job, on scales ranging from very poor to very good. It also measured community levels of worry, from very worried to not at all worried.

Questions assessed levels of agreement, using a four-point Likert scale, ranging from strongly disagree to strongly agree. The survey also offered responses for how likely or unlikely certain events or actions are, ranging from very uncommon to very common, and very unlikely to very likely.

The surveys that were administered to staff largely measured agreement on a four-point Likert scale, ranging from strongly disagree to strongly agree, and a six-point Likert scale ranging from disagree very much to agree very much. The survey also asked BCPD staff to measure how often they wear protective equipment, how many times they had been injured on the job, the degree to which certain aspects of the job caused stress, and how many training hours they had received in various topic areas.

Interviews and Focus Group

One focus group was held with community members. Independent of the community focus groups, 19 in-person interviews were conducted with BCPD employees using semi-structured methods. The focus group participants were chosen by the BCPD and consisted mostly of members of the local business community. The interviewees were selected jointly by the BCPD and Institute staff. The focus group and interviews were critical to providing context to documents, policies, and survey data. The information gathered during these sessions gives life to events and provides a deeper understanding of relationships and organizational dynamics. Focus groups and interviews were primarily conducted during a week-long site visit held in the last week of September 2022.

The focuøs groups and interviews were conducted in a conference room at the BCPD police headquarters with assurances that the Institute's report and findings would exclude identifiable information. The focus group and interviews were memorialized with note-taking as the sessions took place. The topics of the focus group were as follows:

- Challenges for the community and police department
- Expectations for public safety and policing in the community
- Recommendations for improvements

The topics for the interviews of BCPD employees were tailored to the roles of the employees but covered a core set of topics, including the following:

- Challenges for the department
- Workload
- Training
- Crime reduction
- Supervision

Data Analysis

The data analysis for the report touches on many aspects of the research undertaken by the staff. The specific methodology used for different parts of the research will be discussed in detail later in the report. For example, the data analysis methods used to create the staffing models will be discussed in Section 4, The Patrol Officer Workload.

SECTION 3:

SURVEY RESULTS

Employee Perceptions of Workload, Culture, and Safety

The Institute administered two surveys to departmental staff – both sworn and non-sworn – within the BCPD. The survey remained open from June 16 to August 22, 2022. The Institute's staff administered the survey to BCPD staff members by sending emails through Qualtrics containing the survey link, and one reminder was sent for survey completion. Response rates for both sworn and non-sworn employees were high.[24] Among sworn employees, the response rate for the perceptions survey was 63 percent, with 24 respondents, while the response rate for the safety and wellness survey was 74 percent, with 28 respondents. Non-sworn employees responded to the non-sworn version of the same two surveys at rates of 67 percent (14 respondents) and 71 percent (15 respondents), respectively. The surveys sought to measure the BCPD employees' perceptions of working in the department, on-the-job training opportunities, the community they serve, workplace culture, and aspects surrounding safety and wellness. Responses were received through Qualtrics and accessed by approved Institute team staff only. They were kept anonymous, and results were only shared with the BCPD at the aggregate level. An overview of the survey findings is outlined below, and the full survey reports are included in Appendices B-E.

Officers' Perceptions

Participants responded positively when asked if officers should be spending time answering community members' questions (16 of 19[25] respondents, or 84 percent, agreed or strongly agreed) that everyone should be treated with respect regardless of attitude (16 of 19, or 84 percent, agreed or strongly agreed). However, 100 percent of respondents indicated the general public does not understand what it means to be a police officer. Furthermore, 58 percent of officers disagreed or strongly disagreed that community members seem grateful for their services. Nevertheless, 14 of 19, or 74 percent of officers disagreed or strongly disagreed when asked if they have reason to distrust community members and also disagreed that officers should only gather information from victims of crime rather than comfort them.

24 A recent meta-analysis of over 1,000 published articles in which surveys were administered online revealed an average response rate of 44.1% (Wu, Zhao, and Fils-Aime, 2022). Other meta-analyses have revealed response rates for online surveys to be between 34% and 36% (Shih & Fan, 2009; Daikeler, 2021). Regarding surveys of police officers, Nix and colleagues (2019) found that response rates have declined over time, especially for surveys that are not conducted in person, and noted that the rates have diminished due to survey fatigue in recent years. In their meta-analysis, Nix and colleagues reported an average response rate of 64% for published studies (n = 390) between 2008 and 2017. Nix and colleagues found that the average response rate had dropped to about 45% in 2016 for all modes of survey administration, other than those administered in person.

Wu, M. J., Zhao, K., & Fils-Aime, F. (2022). Response rates of online surveys in published research: A meta-analysis. *Computers in Human Behavior Reports, 7*, 100206.

Shih, T. H., & Fan, X. (2008). Comparing response rates from web and mail surveys: A meta-analysis. *Field Methods, 20*(3), 249–271. https://doi.org/10.1177/ 1525822X08317085

Nix, J., Pickett, J. T., Baek, H., & Alpert, G. P. (2017b). Police research, officer surveys, and response rates. In Policing & Society E-pub ahead of print.

25 The total number of respondents to a given question in all four surveys varied. All percentages are based on the total number of valid respondents.

TRAINING

The officers were asked about the training they had received in the past 12 months. The majority of officers said they had received four or more hours of training covering de-escalation (12 or 19, or 63 percent), dealing with individuals experiencing a mental health crisis (12 of 19, or 63 percent), and firearms (10 of 19, or 53 percent). Most officers had received less than four hours of training in non-lethal methods to control a combative or threatening individual (11 of 19, or 58 percent), communication skills for treating people fairly and respectfully (13 of 19, or 68 percent), and implicit bias (12 of 19, or 63 percent). Responding to related competency questions, most officers indicated they felt adequately prepared to deal with de-escalation (12 of 17, or 71 percent, agreed or strongly agreed), shoot-don't shoot scenarios (13 of 18, or 72 percent), mental health (12 of 18, or 67 percent), combative individuals (16 of 18, or 89 percent), fair and respectful communication (15 of 18, or 83 percent), and bias issues (12 of 16 , or 75 percent). On the other hand, roughly 30 percent of officers responded negatively of not feeling competent in scenarios involving de-escalation and shoot-don't shoot situations.

DISCIPLINE

The BCPD's officers were asked about the department's disciplinary process and promotions. The majority of officers (16 of 19, or 84 percent) either strongly agreed or agreed the department helps with coaching and counseling for minor mistakes rather than punishment. Similarly, officers perceived the disciplinary process as fair (15 of 19, or 83 percent), and felt they were treated respectfully during disciplinary investigations (16 of 19, or 84 percent). A large majority of officers felt they were comfortable "blowing the whistle" if they found anything wrong with the department (15 of 19, or 79 percent). Furthermore, many believed that if they were subject to an involuntary personnel action, the BCPD would adequately inform them of their appeal rights (12 of 19, or 63 percent).

PROMOTIONS

Regarding promotions, the majority of officers agreed that the promotion process is open and fair (11 of 19, or 58 percent) and that getting good assignments is based on merit (13 of 19, or 68 percent). Sixty-three percent of officers noted they are aware of the performance evaluation standards to which they are held. Seventy-four percent of officers felt that those who do a good job in the department have good odds of receiving a promotion. The majority of officers indicated that they were aware of how they could get a promotion in the department (13 of 19, or 68 percent). However, most were neutral (12 of 19, or 63 percent) when asked whether affirmative action policies or diversity and inclusion practices have helped advance employment opportunities in the organization. Moreover, 63 percent agreed that there is little chance of a promotion, and 58 percent felt that the agency's policies and procedures make it challenging to do a good job.

SUPERVISORS

Regarding supervisors, a majority agree that their supervisor is competent (18 of 19, or 95 percent, agree very much, agree moderately, or agree slightly) and fair (100 percent agree very much, agree moderately, or agree slightly), and that they receive recognition for doing a good job (14 of 19, or 74 percent agree very much, agree moderately, or agree slightly). Ten of 19, or 53 percent of respondents felt their supervisors always or often explain their decisions; 12 of 19, or 63 percent of respondents indicated their supervisors are always or

often supportive of employees when things get tough; 15 of 19, or 79 percent responded that their supervisors always or often treat employees with respect and trust employees to make important decisions. Thirteen of 19 respondents, or 68 percent noted that their supervisors always or often recognize when employees are having problems on the job and make clear what is expected. Eleven of 19, or 58 percent of respondents stated that their supervisors always or often encourage input when decisions are made. The majority of officers (12 of 19, or 63 percent) indicated that their supervisors' decisions are always or often fair and consistent, and that they stand up for their employees. Further, most officers disagreed that their job is made more difficult because of the incompetence of others, with 11 of 19, or 58 percent of respondents disagreeing very much, moderately, or slightly. However, 53 percent agree that there is too much bickering at work.

DEPARTMENT CULTURE

When asked about departmental culture, officers agreed or strongly agreed that employees are treated the same regardless of gender (15 of 19, or 79 percent) or race/ethnicity (14 of 19, or 74 percent). All but two officers (17 of 19, or 89 percent) indicated that they knew the values of the department and incorporated them into their daily work. The majority of officers also agreed that the goals of the organization are clear (11 of 19, or 58 percent agreed very much, moderately, or slightly). When asked about organizational changes, 15 of 19 (or 79 percent) agreed or strongly agreed that they are told promptly when there is a policy change. Fifty-three percent (11 of 19) disagreed or strongly disagreed that it was difficult to make changes within the organization, and 47 percent (9 of 19) disagreed or strongly disagreed that employees usually lose out when organizational changes are made. The survey inquired further about the agency overall and the agency's leadership. Forty-seven percent (9 of 19) indicated that leadership always or often communicates effectively with the media and public, sets a good example, and makes their expectations clear for employees. Forty-two percent (8 of 19) stated that agency leadership encourages input from employees in decision-making, while the same amount indicated that they rarely or never include employees in these processes.

JOB SATISFACTION

Officers were asked about their feelings surrounding their job and working in the policing field. Eleven of 19 (53 percent) disagreed that their jobs were meaningless (disagreeing very much, moderately, or slightly disagreeing), and yet the same amount agreed very much, agreed moderately, or agreed slightly that their work is not appreciated. Similarly, 67 percent of respondents (12 of 18) agreed very much, agreed moderately, or agreed slightly that they have too much to do at work. Sixty-three percent (12 of 19) disagreed or strongly disagreed that they were currently looking for a job with another law enforcement agency. However, 53 percent of respondents answered that they were considering quitting law enforcement altogether, with 10 of 19 agreeing or strongly agreeing. Eleven of 19 (58 percent) agreed or strongly agreed that they intended to stay with the BCPD because they feel they have invested a lot in the job and enjoy working for the department. Additionally, 17 of 19 (89 percent) agreed or strongly agreed that they feel committed to policing because it is a noble and honorable profession. Fifteen of 19 (79 percent) agreed or strongly agreed that they feel a sense of pride in their job, and 12 of 19 (63 percent) indicated that their job is enjoyable. On the other hand, 47 percent (9 of 19) experience a high degree or very high degree of frustration and emotional exhaustion because of their work, and 58 percent (11 of 19) feel a high degree or very high degree of burnout. Forty-two percent (8 of 19) noted that working with the public drains their energy to a high degree or very high degree. Sixty-three percent (12 of 19) felt that they give more than they get back when working with the public.

ON-DUTY INJURIES

Unfortunately, when asked about injuries on the job, 74 percent of respondents (14 of 19) indicated that they had been injured at least once within the past two years, and 53 percent (10 of 19) have been assaulted by a perpetrator or a suspect at least once in the past two years. In the same timeframe, most of the BCPD officers who responded had never been in an at-fault vehicle collision on the job (15 of 19, or 79 percent), had disciplinary action taken against them (13 of 19, or 68 percent), been the subject of an internal affairs investigation (13 of 19, or 68 percent), or been harassed by a fellow employee or supervisor (16 of 19, or 84 percent). Fifty-eight percent (11 of 19) indicated that they have had a resident complain about them unjustly at least once in the past two years. When officers were asked about their pay and benefits, 79 percent agreed that they were being paid a fair amount (15 or 19 agreed very much, moderately, or slightly), while 63 percent disagreed when asked if raises are too few and far between (12 of 19 disagreed very much, moderately, or slightly). Seventy-four percent of officers felt that the agency's benefits are as good as other law enforcement agencies (14 of 19 agreed very much, moderately, or slightly), but 89 percent indicated that there are benefits the officers should have and do not (17 of 19 agreed very much, moderately, or slightly).

Non-Sworn Employee's Perceptions

Six of 10 (60 percent) of the non-sworn employee respondents disagreed or strongly disagreed when asked if community members seemed grateful for police services. However, 6 of 10 (60 percent) disagreed or strongly disagreed that the police have reason to distrust community members. Sixty percent (6 of 10) stated that officers should spend time answering community members' questions. Nine of 10 (90 percent) agreed or strongly agreed that everyone should be treated with respect, regardless of their attitude, and 100 percent of respondents agreed or strongly agreed that the public does not understand what it means to be a cop. The results were evenly divided when presented with the statement that "police officers are expected to gather information from victims of crime, not comfort them;" 50 percent agreed or strongly agreed, and 50 percent disagreed or strongly disagreed.

TRAINING

When asked about training, 70 percent of respondents (7 of 10) agreed or strongly agreed that they are provided training opportunities to stay up to date, and yet 70 percent (7 of 10) disagreed or strongly disagreed that they received the same number of training opportunities as sworn staff and sufficient training when they started in their position. One hundred percent agreed or strongly agreed that they would like more training opportunities.

DISCIPLINE

Non-sworn employees were asked about their disciplinary processes. Seventy percent (7 of 10) agreed or strongly agreed that the department helps non-sworn staff rather than punishing them when they make a mistake, that the disciplinary process is fair, and that non-sworn employees are treated with respect during disciplinary investigations. Fifty percent (5 of 10) of employees agreed or strongly agreed that disciplinary actions taken by the BCPD are fair and justified, while the other 50 percent were neutral. Six of 10 (60 percent) of non-sworn participants agreed or strongly agreed that they were not afraid to "blow the whistle" if they found anything wrong within the organization and also believed that if they were subject to an involuntary personnel

action, the agency would adequately inform them of their appeal rights.

PROMOTIONS

Regarding promotions, 70 percent (7 of 10) disagreed or strongly disagreed that good assignments were based on who you know over merit, and 60 percent (6 of 10) agreed or strongly agreed that the BCPD's promotional process is fair. Sixty percent (6 of 10) were neutral regarding their understanding of the standards used to evaluate their performance. Moreover, when asked about how to get a promotion, 40 percent (4 of 10) agreed or strongly agreed that they were unsure of what determines that process. Sixty percent (6 of 10) of non-sworn employees agreed very much, moderately, or slightly that there is too little chance to be promoted, whereas 7 of 10 (70 percent) agreed very much, moderately, or slightly that those who do well stand a fair chance of being promoted. Seven of 10 (70 percent) disagreed very much, moderately, or slightly that policies and procedures make it difficult to do a good job, and 100 percent agreed very much, moderately, or slightly that the goals of the organization are clear. Six of 10 (60 percent) of respondents were neutral when asked if affirmative action has helped advance employee opportunities in the organization.

SUPERVISION

When asked about their supervisors, 100 percent of non-sworn respondents agreed very much, moderately, or slightly that their supervisor is competent and fair. Seven of 10 (70 percent) agreed very much, moderately, or slightly that they receive recognition when they do a good job. Fifty percent (5 of 10) of employees, however, felt that their supervisors rarely or never explain their decisions, and 40 percent (4 of 10) felt that their supervisors rarely or never recognize when they are having problems on the job. Forty percent (4 of 10) indicated that their supervisors' decisions are always or often fair and consistent. Forty percent (4 of 10) felt as though their supervisors rarely or never encouraged input when decisions were made, while an equal amount of non-sworn staff indicated that their supervisors did. When asked if their supervisors are supportive of employees when things get tough and treat them with respect, 60 percent (6 of 10) of employees indicated theirs always or often did. Eighty percent (8 of 10) stated their supervisors always or often trust them to make important decisions. Only 20 percent felt their supervisors always or often made expectations clear, while 70 percent (7 of 10) indicated their supervisors sometimes or rarely do. Furthermore, 70 percent agree that they find they must work harder at their job because of the incompetence of others (7 of 10 agreed very much, moderately, or slightly). Only 30 percent (3 of 10) agreed very much, moderately, or slightly that there is too much fighting or bickering at work.

DEPARTMENT CULTURE

When asked about the agency's internal culture, unfortunately, 90 percent (or 9 of 10) of non-sworn employees agreed or strongly agreed that the BCPD does not understand the value of its non-sworn staff. On the other hand, 70 percent (7 of 10) agreed or strongly agreed that the agency accepts its non-sworn staff and that their sworn colleagues are supportive. Furthermore, only 30 percent (3 of 10) agreed or strongly agreed that their personal experiences are dismissed by their sworn colleagues, and yet 60 percent felt that employees are not treated the same whether they are sworn or non-sworn. Nevertheless, the majority of those surveyed noted that everyone is treated the same regardless of gender (70 percent, or 7 of 10 agreed or strongly agreed) or race/ethnicity (80 percent, or 8 of 10 agreed). Additionally, 100 percent of survey participants agreed or strongly agreed that they

know the department's values and incorporate them into their everyday work. Employees were asked about organizational changes, and 60 percent (6 of 10) agreed or strongly agreed that they are told promptly when changes are made. Fifty percent (5 of 10), however, agreed or were neutral when asked if making changes at the BCPD is impossible. When asked whether employees were on the losing side when changes are made within the department, 60 percent (6 of 10) of employees were neutral. The survey inquired further about the agency overall and the agency's leadership. Sixty percent (6 of 10) of respondents indicated that leadership always or often communicates effectively with the public, and 50 percent (5 of 10) of respondents indicated that leadership always or often sets a good example and makes expectations clear. However, 60 percent (6 of 10) of respondents felt that leadership rarely or never asks for input from employees when making decisions.

JOB SATISFACTION

The majority of BCPD non-sworn employees felt that their job has meaning (70 percent or 7 of 10) and that their work is appreciated (60 percent or 6 of 10). Nine of 10 (90 percent) agreed very much, moderately, or slightly that they have too much to do at work, but also that they found it enjoyable. One hundred percent of the respondents agreed very much, moderately, or slightly that they felt a sense of pride in their job. Eighty percent (8 of 10) disagreed or strongly disagreed when asked whether they were currently looking for a job at another agency, or if they were considering quitting the law enforcement profession. Similarly, the same amount stated that they intended to stay with the BCPD as they had invested a lot in the agency and the job, they enjoy working there, and 90 percent (9 of 10) agreed or strongly agreed that they felt committed to policing because it is noble and honorable. However, 80 percent (8 of 10) indicated that they feel either somewhat frustrated, a high degree or very high degree of frustration due to their work, and 60 percent (6 of 10) noted that they felt a low degree or very low degree of frustration due to their expertise being dismissed by sworn employees and from working with the public. Most telling, 100 percent of respondents felt somewhat emotionally exhausted or exhausted to a high degree or very high degree by their work.

ON-DUTY INJURIES

Ninety percent (9 of 10) of non-sworn personnel had never been injured on the job, and 80 percent (8 of 10) had never had disciplinary action taken against them or been harassed. However, 20 percent (2 of 10) had been harassed once by a fellow employee based on race, ethnicity, religion, sexual orientation, or gender identity. Non-sworn staff were asked questions relating to pay and benefits. Sixty percent disagreed they are paid a fair amount (6 of 10 agreed very much, moderately, or slightly), and 70 percent agreed that raises are too few and far between (7 of 10 agreed very much, moderately, or slightly). Seventy percent (7 of 10) agreed moderately or slightly that their benefits are as good as other law enforcement agencies, and yet 80 percent (8 of 10) agreed very much or moderately that there are benefits they should have that they do not.

Officer Safety and Wellness

Officers were asked about their views concerning the media attention and public protests related to officer-involved shootings and other high-profile incidents involving law enforcement in recent years. One hundred percent of respondents (27 of 27) indicated feeling that increased public attention and scrutiny have made them more concerned for their safety to some degree or to a great degree. Additionally, 100 percent of respondents (27 of 27) felt to a minimal degree, to some degree, or to a great degree that the public treats them with much

less respect than in the past and that they are less willing to stop and question those engaging in suspicious behavior.

EQUIPMENT

When asked whether certain types of equipment increase feelings of safety, the majority of officer respondents indicated that ballistic vests or body armor (26 of 27, or 96 percent), body-worn cameras (23 of 27, or 85 percent), cell phones (20 of 27, or 74 percent), in-car video cameras (24 of 27, or 89 percent), protective gear for crowd control (22 of 27, or 81 percent), reflective vests for traffic control (20 of 27, or 74 percent), and tasers or other conducted energy devices (CED) (24 of 27, or 89 percent) make them feel safer. Fifty-two percent (12 of 23) said that heroin or fentanyl-resistant gloves make them feel safer, while 43 percent (10 of 23) were unsure. When asked how frequently officers used safety equipment, the majority responded that they frequently or always wear their ballistic vests or body armor (26 of 27, or 96 percent), while 100 percent (27 of 27) of officers reported frequently or always wearing body-worn cameras and seatbelts. On the other hand, 83 percent (20 of 24) reported wearing their reflective vests occasionally.

RESOURCES

Officers were asked several questions regarding the levels of resources available to them in the performance of their job and shift duties. The majority responded that they always or mostly have properly functioning vehicles (78 percent or 21 of 27), properly functioning radios (96 percent or 26 of 27), replacement of safety gear when needed (85 percent or 23 of 27), and refresher training on safety topics (67 percent or 18 of 27). Seventy percent of officers (19 of 27) stated that they always or mostly receive safety equipment purchases requested through the department. On the other hand, many respondents answered that they inconsistently or almost never have backup support for calls (70 percent or 19 of 27) or enough officers on shift to ensure their safety (96 percent or 26 of 27).

TRAINING

Regarding the various types of training they have received, the majority of officers indicated receiving very sufficient or somewhat sufficient training about contact with the mentally ill (89 percent or 24 of 27), hands-on driving tactics (78 percent or 21 of 27), high-speed pursuit safety (78 percent or 21 of 27), and scenario-based encounter training (70 percent or 19 of 27). A further 56 percent of officers (15 of 27) reported receiving very sufficient or somewhat sufficient training related to active shooter response, and 59 percent (16 of 27) felt very sufficiently or somewhat sufficiently trained in crowd control. However, 56 percent (15 of 27) noted that they had received insufficient training or no training in foot pursuit safety, recognizing indicators of ambush attacks, and identifying characteristics of weapon concealment. Fifty-nine percent (16 of 27) felt they had received insufficient training or no training in officer rescue tactics and recognizing indicators of assaults on officers. Finally, 52 percent (14 of 27) received insufficient training or no training in the safe handling of illicit drugs and precursor chemicals.

HEALTH AND WELLNESS

The BCPD's sworn employees were asked a series of questions related to healthy habits, including but not limited to nutrition, physical training or exercise, caffeine intake, seeking emotional support, and stress management. The results showed that respondents always or frequently focused on maintaining a healthy weight (85 percent

or 23 of 27), getting undisturbed sleep (67 percent or 18 of 27), and stress reduction activities (67 percent or 18 of 27). The health areas that officers applied focus to infrequently or not at all included attending regular physical exams (70 percent or 19 of 27), reducing caffeine intake (67 percent or 18 of 27), and quiet relaxation (59 percent or 16 of 27). Fifty-two percent of respondents stated that reducing tobacco use is not applicable, suggesting most respondents did not use tobacco products at the time they were surveyed. When asked about health concerns, officers stated that they had symptoms of or had been diagnosed with poor sleep quality (69 percent or 18 of 26), a job-related injury (57 percent or 13 of 23), high blood pressure (75 percent or 12 of 16), or mental health issues (59 percent or 10 of 17).

The survey asked several questions regarding work-related stressors. Fifteen percent of respondents (4 of 26) indicated that they are frequently stressed by supervisors, and 38 percent of officers (10 of 26) stated that they are frequently stressed by workplace culture. Fifty percent of officers responded that they were frequently stressed by the amount of work they must do, and 27 percent (7 of 26) were frequently stressed by too much overtime. Forty-two percent of officers (11 of 26) indicated that they were not stressed by their work/life balance, while the same amount stated they were. Fifteen percent (4 of 26) answered that they were frequently stressed by insufficient training. Thirty-five percent (9 of 26) are frequently worried about an unclear career path, and the same amount are frequently stressed about a lack of professional development.

Participants were surveyed regarding how they perceived BCPD's safety priorities. The majority of officers agreed or strongly agreed that the department prioritizes safety equipment (96 percent or 25 of 26), fire safety (72 percent or 18 of 25), weather safety (72 percent or 19 of 26), and the ability to summon assistance (77 percent or 20 of 26). Similarly, 58 percent (15 of 26) agreed or strongly agreed that the BCPD prioritizes emergency training and planning. On the other hand, 50 percent (13 of 26) agreed or strongly agreed that the department does not focus enough on intentional attacks. The majority of respondents disagreed or strongly disagreed that building (65 percent or 17 of 26) and parking lot security (88 percent or 23 of 26) are safety priorities for the BCPD.[26]

Non-Sworn Employee Safety and Wellness

The BCPD's non-sworn staff were asked how frequently they focus on a number of health-related habits. The areas that non-sworn employees frequently or always prioritized were getting undisrupted sleep (80 percent or 12 of 15), getting enough rest or sleep (73 percent or 11 of 15), and eating healthy (80 percent or 12 of 15). The areas that employees infrequently or never focused on were quiet relaxation (60 percent or 9 of 15), reducing caffeine intake (53 percent or 8 of 15), and seeking emotional support (53 percent or 8 of 15). Sixty-seven percent of respondents (10 of 15) stated that reducing tobacco use is not applicable, suggesting most respondents did not use tobacco products at the time they were surveyed. When asked about their health concerns, non-sworn staff responded by indicating they had symptoms of or had been diagnosed with mental health issues (63 percent or 10 of 16), poor sleep quality (53 percent or 8 of 15), high cholesterol (64 percent or 7 of 11), and sleep disorders (54 percent or 7 of 13).

When asked about work-related stressors, only 20 percent (3 of 15) reported being frequently stressed by their supervisors, and 13 percent (2 of 15) by their coworkers. Forty percent (6 of 16) were never concerned by workplace culture, and the same amount were never stressed by their peer relationships. Regarding workloads,

26 In follow-up discussions with BCPD officials, the Institute team ascertained that improvements have been made since the administration of the survey surrounding these specific safety concerns.

73 percent of employees (11 of 15) noted that they were frequently stressed by the amount of work they have, yet 80 percent were infrequently or never worried about the state of their work/life balance. Thirty-three percent of respondents (5 of 15) stated that insufficient training was a frequent cause of their stress, 27 percent (4 of 15) were frequently worried about an unclear career path, and 40 percent (6 of 15) were frequently stressed by their lack of professional development. Eighty-six percent (12 of 14) agreed or strongly agreed that they experienced high levels of stress at work.

When asked about the department's safety priorities, the majority of non-sworn staff agreed or strongly agreed that the BCPD focused on building safety (80 percent or 12 of 15), safety equipment (87 percent or 13 of 15), fire safety (80 percent or 12 of 15), weather safety (80 percent or 12 of 15), and the ability to summon assistance (93 percent, or 14 of 15). While 53 percent (8 of 15) agreed or strongly agreed that emergency training and planning are priorities for the department, another 53 percent (8 of 15) felt that the BCPD does not focus enough on parking lot safety or planning for intentional attacks. In general, however, 57 percent of respondents (8 of 14) agreed or strongly agreed that they felt safe at work.

The non-sworn staff were surveyed about the BCPD's Employee Wellness Program. Most agreed or strongly agreed that they were aware of the program (86 percent or 12 of 14), what is offered through the program (64 percent or 9 of 14), and that they do or would use the program if needed (79 percent or 11 of 14). However, 36 percent (5 of 14) also indicated that they do not know how to access the benefits of the Employee Wellness Program. At least 50 percent reported never using the Employee Wellness Program's mental health counseling (71 percent or 10 of 14), career growth counseling (79 percent or 11 of 14), legal referrals (64 percent or 9 of 14), resource library (71 percent or 10 of 14), health tracking (57 percent or 8 of 14), wellness classes (71 percent or 10 of 14), fitness class discounts (79 percent or 11 of 14), primary care appointments (50 percent or 7 of 14), or specialty care appointments (50 percent or 7 of 14). Further, 36 percent (5 of 14) had never used the financial planning component of the program.

Summary of Departmental Platform Survey Results

The Platform surveys indicated several key findings regarding sworn and non-sworn employees' perceptions of the department itself and regarding their own health and safety.

- Both groups felt that the general public does not have a good understanding of what police officers deal with on a daily basis. At the same time, they felt that working in law enforcement, in either a non-sworn or sworn capacity, is a noble profession in which they take pride.
- Regarding training, officers seemed to feel least prepared for dealing with scenarios involving de-escalation and shoot-don't shoot. Furthermore, non-sworn staff overwhelmingly felt that they were not afforded as many training opportunities as their sworn counterparts and would take more training if it was offered.
- Both groups indicated perceptions of fairness and transparency concerning the disciplinary and promotion processes, and although promotions were perceived as rare, both groups agreed they were merit-based.
- Many respondents felt respected, trusted, and supported by their supervisors, yet non-sworn staff indicated that they were less likely to be involved in decision-making.
- All staff noted that they know the values of the department and incorporate them into their work. Both groups also agreed that everyone is treated the same regardless of gender, race, or ethnicity. Unfortunately, a strong majority of non-sworn employees also believed that the BCPD does not understand the value of its non-sworn staff.

- Roughly 40 percent of sworn employees indicated that agency leadership rarely or never includes employees in decision-making processes; 60 percent of non-sworn agreed with this assertion.
- About half of the officers surveyed experienced a high degree of emotional exhaustion because of their work, and roughly 60 percent felt a high degree of burnout. All non-sworn respondents felt emotionally exhausted by their work.
- Although both groups agreed that they saw meaning in their work, 53 percent of officers answered that they were considering quitting law enforcement altogether.
- When asked about health and wellness, the uneasy environment that officers find themselves in was apparent:
  - A majority of officers felt that the public treats them with much less respect than in the past and that they are less willing to stop and question those engaging in suspicious behavior.
  - Perhaps most telling, the majority of officers answered that they inconsistently or almost never have backup support for calls or enough officers on shift to ensure their safety.
  - Similarly revealing were responses surrounding officer training: many officers reported insufficient training in recognizing indicators of ambush attacks, identifying characteristics of concealed weapons, officer rescue tactics, and recognizing indicators of officer assaults.
- Both groups experienced stress related to the amount of work they have and working too much overtime.
- Unclear career paths were a worrisome area for officers, while non-sworn staff seemed to be stressed by insufficient training; both groups experienced similar levels of stress due to a lack of professional development.
- Both groups felt that the BCPD prioritizes all areas of safety, with the exception of building and parking lot safety and intentional attacks.

Community Perceptions of the Brooklyn Center Police Department

The Institute's team, with input and assistance from the BCPD command staff, developed and administered a community survey to gauge community members' perceptions of the department. The survey sought to measure how members of the public viewed the BCPD in several areas, including job performance, comportment and behavior, levels of trust, and their perceptions regarding other topics such as a general sense of safety as a resident in the community, likelihood of assisting the police, and police use of technology. The Institute's Platform Surveys are offered in 10 languages and, at the request of BCPD and the City, were translated into two additional languages - Lao and Hmong. Moreover, the Institute provided City staff and the BCPD with a flyer that was intended to promote the accessibility of the community survey. The flyer was made available in four languages: English, Spanish, French, and Somali. The survey was available to members of the community via Qualtrics using an electronic link contained on the promotional flyers. The responses were completely anonymous, and results were only shared with the BCPD at the aggregate level. The City, the BCPD, and some community groups assisted in encouraging community members to access and participate in the community survey by distributing fliers in several languages throughout the Brooklyn Center community and via social media. The survey was open from August 11 to October 5, 2022, yet only 128 individuals responded. Because of the low response rate, these results cannot be presented in this report because the findings would not be representative of the opinions held by the community members of Brooklyn Center. However, the Institute's project team compiled the open-ended responses received through the survey and provided them to the BCPD for informational purposes.

SECTION 4:

PATROL OFFICER WORKLOAD

Approach

Determining the number of patrol officers needed is an important, nuanced, and difficult question faced by many communities. It is not uncommon for at least some segments of a community to desire more officers. These desires are often communicated as simply wanting more patrol cars driving in residential neighborhoods for general crime deterrence. The challenge is that hiring, retaining, and equipping officers is expensive and the desire for officers must be justified. Police departments often make up a sizable percentage of municipal budgets, and the biggest expense for the police department's budget is personnel. Discussions surrounding police staffing levels quickly become conversations about budgets and affordability. As discussed by Wilson and Weiss, answering the question of "want" is different from the question of "need."[27]

Determining a community's police staffing needs has historically been done using several methods. The per capita method has been commonly used by calculating the ratio of officers to the population. Although the per capital method is straightforward to calculate and understand, it struggles to capture the workload nuances of individual jurisdictions. For example, two cities with 100,000 residents could differ significantly in calls for service demand and crime level, which makes the per capita method ineffective for determining the need for officers. In other words, it fails to capture the nuances of service demand for individual jurisdictions.

Other traditional methods discussed by Wilson and Weiss are the minimum staffing and authorized level approach. In both approaches, the staffing levels for officers are fixed, based on a non-analytical method. For the minimum staffing level, a department decides what the minimum number of officers working at one time should be or what the total authorized positions are for the police department. The determination of minimums is often based on perceptions of workload and the need to ensure officer safety with a minimum level of officers working. The authorized staffing level approach is budgetarily based, with a specified number of officers authorized in the budget. Once budgeted, the authorized number is often carried over from year-to-year with modifications being politically negotiated.

The method advocated by Wilson and Weiss and used in this report is a workload-based approach in which the demand for service from the community is used to determine the number of positions needed to meet that demand. The methods used in this report are broken into five tasks:

1. Analyze the calls for service (CFS) data to determine fundamental patterns of demand
2. Determine the CFS demand from the community
3. Determine the number of positions needed (demand + service level)
4. Apply the "relief factor"[28] to the number of positions to determine the number of officers needed
5. Determine the optimal temporal allocation of officers

27 Wilson, J. M., & Weiss, A. (2014). A performance-based approach to police staffing and allocation, U.S. Department of Justice, Office of Community Oriented Policing Services. https://cops.usdoj.gov/ric/Publications/cops-p247-pub.pdf

28 Defined in Table 2.

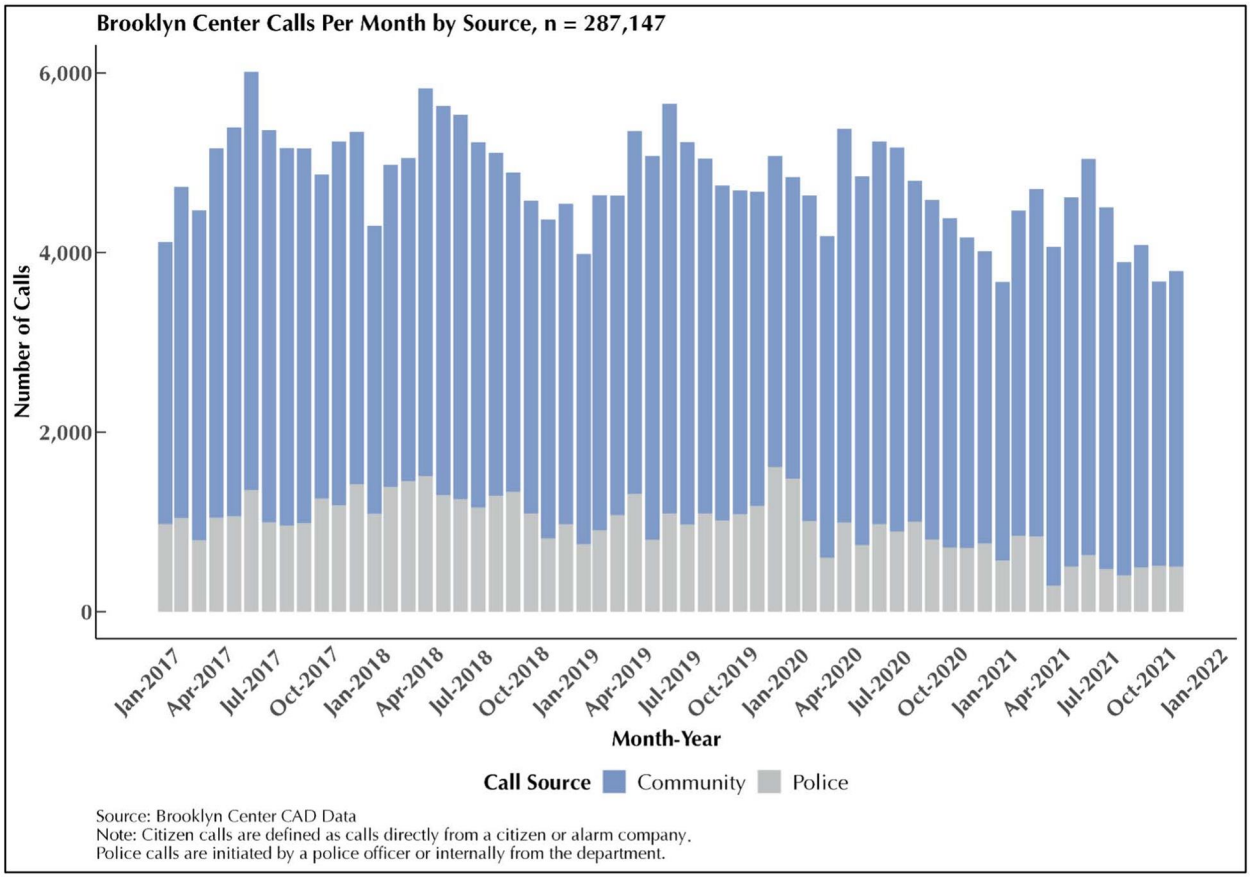
Before moving on to the analysis of BCPD workload, several terms, presented in Table 2, must be defined because they are relevant to the remainder of this report.

Table 2. Definitions

Call for Service (CFS)	A request for police service initiated by community members. Typically called into a police dispatch center and communicated through a dispatcher.
Position	An area of coverage or responsibility for one shift (e.g., 6 a.m. to 6 p.m.).
Relief Factor	The ratio of time required for a position to the time available.
Service Level	The proportion of time officers are able to devote to proactive activities.

Source: Adopted from Wilson, J. M., & Weiss, A. (2014).

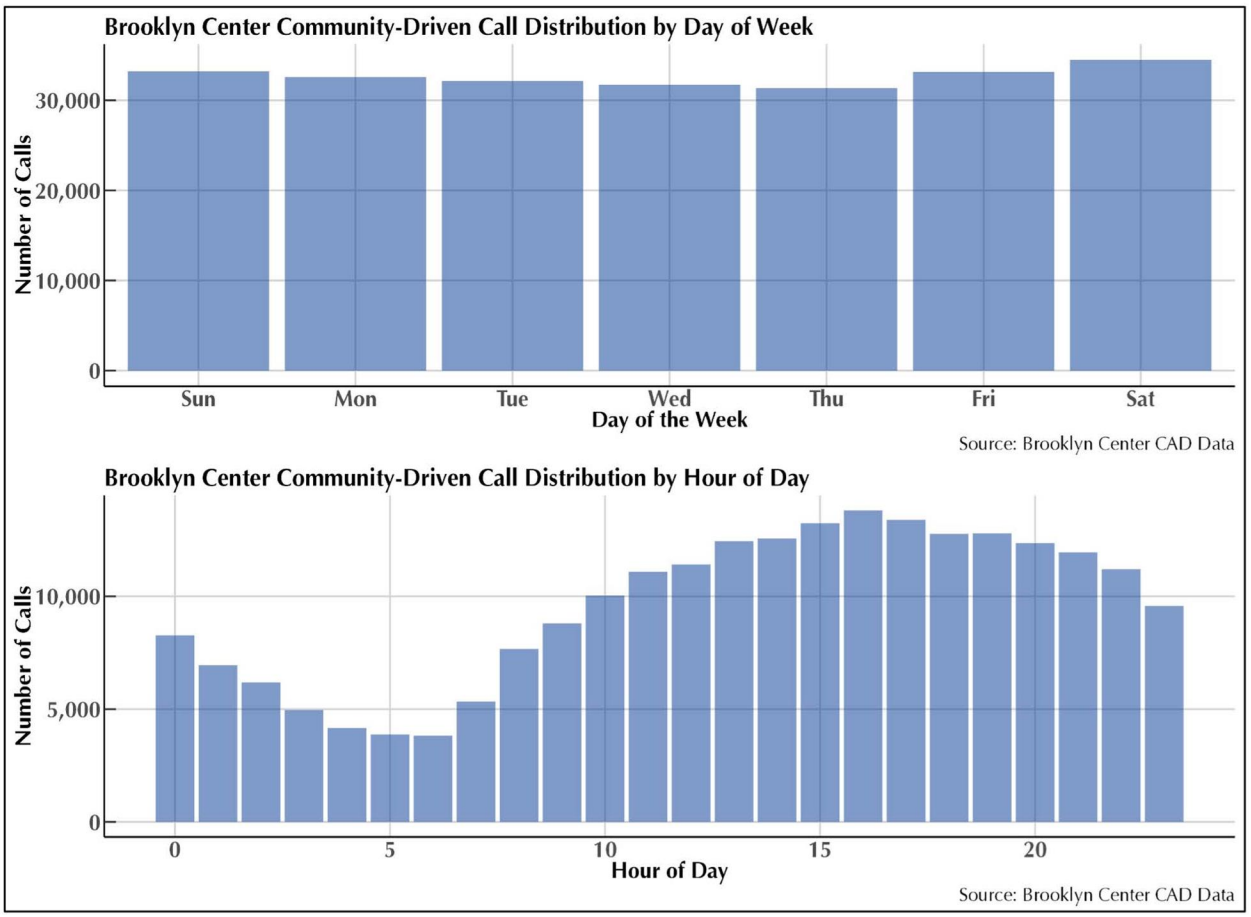
Figure 3. Calls for Service by Month and Source



Foundational Analysis

The BCPD relies on the Hennepin County Sheriff's Office for dispatching services. When residents of Brooklyn Center call 911 or a non-emergency number, they are connected with the Communications Center in the Sheriff's Office where the request for service is processed and dispatched to a BCPD officer. The quantitative data for this workload analysis, including data from 2017-2021, originates from the Computer Aided Dispatch (CAD) database in the Sheriff's Office. Appendix F is a table of all the CFS types with volumes by year. The CAD data provided to the Institute contained a record for each officer dispatched or assigned to a call. For example, one 911 call may require two officers to be dispatched for a response. The data contain a record for the primary officer arriving and closing the call with timestamps and contain a separate record for the assisting officer arriving and closing the call with timestamps. The analyses used each individual record for each incident. The implication of this data structure is that the exact amount of time recorded on each call, by all responding officers, can be determined. Even though the officers may spend different amounts of time on each call, the data provide the time in separate records. The CAD data also provide a record for each time an officer is assigned to a call by self-initiating the activity. It is a customary practice for officers to conduct self-initiated activities when they notify the dispatcher when they are conducting a traffic stop or investigation. In those circumstances, the dispatcher creates a record in the CAD system that is similar to a call from a community member. This allows

Figure 4. Calls for Service by Day of Week and Hour of Day, 2017-2021



the data about the call to be captured and provides the location and status information of the officer to the call taker for safety purposes.

To understand macro trends in community-driven calls for service, Figure 3 shows the number of calls initiated by the community and the police by month. Several trends stand out. First, community-driven calls make up the majority of the CFS. Second, there is evidence of seasonality as the call volumes peak during the summer months and decline in the winter months. Finally, Figure 3 shows that while both police- and community-initiated calls have decreased since 2021, police-initiated activity has declined to a greater degree.

Figure 5. Heatmap of CFS by Year, Day, and Hour

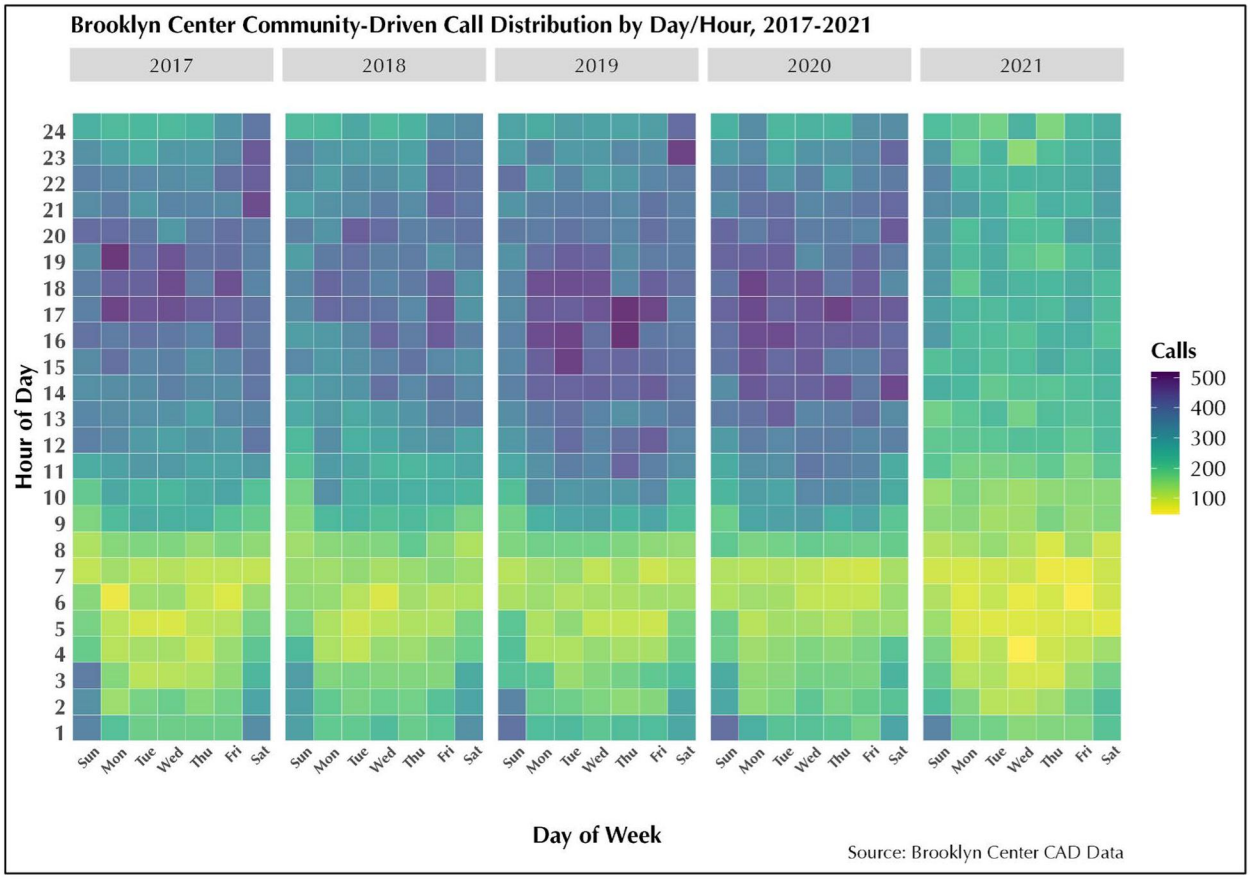


Figure 4 shows the community-driven calls by the day of the week and hour of the day. Looking at the calls by day of the week shows a slight increase on Saturday and Sunday and a slight decrease on Thursday. Viewing the calls by the hour of the day shows much greater variation. The number of calls from the community peak at 4:00 p.m. and hit the lowest level at 6:00 a.m. over the five-year period. The significant variation in CFS over a 24-hour period calls suggests that having two 12-hour squads with five officers each does not match the demand. BCPD employees reported that when at full staff, they would use swing or power shifts depending on trends in CFS to supplement the busiest times of the day. For example, they would start a power shift at 2 p.m. to provide support to the regular squads during the busiest times of the day.

Figure 6. Forecast of CFS using the Prophet Model

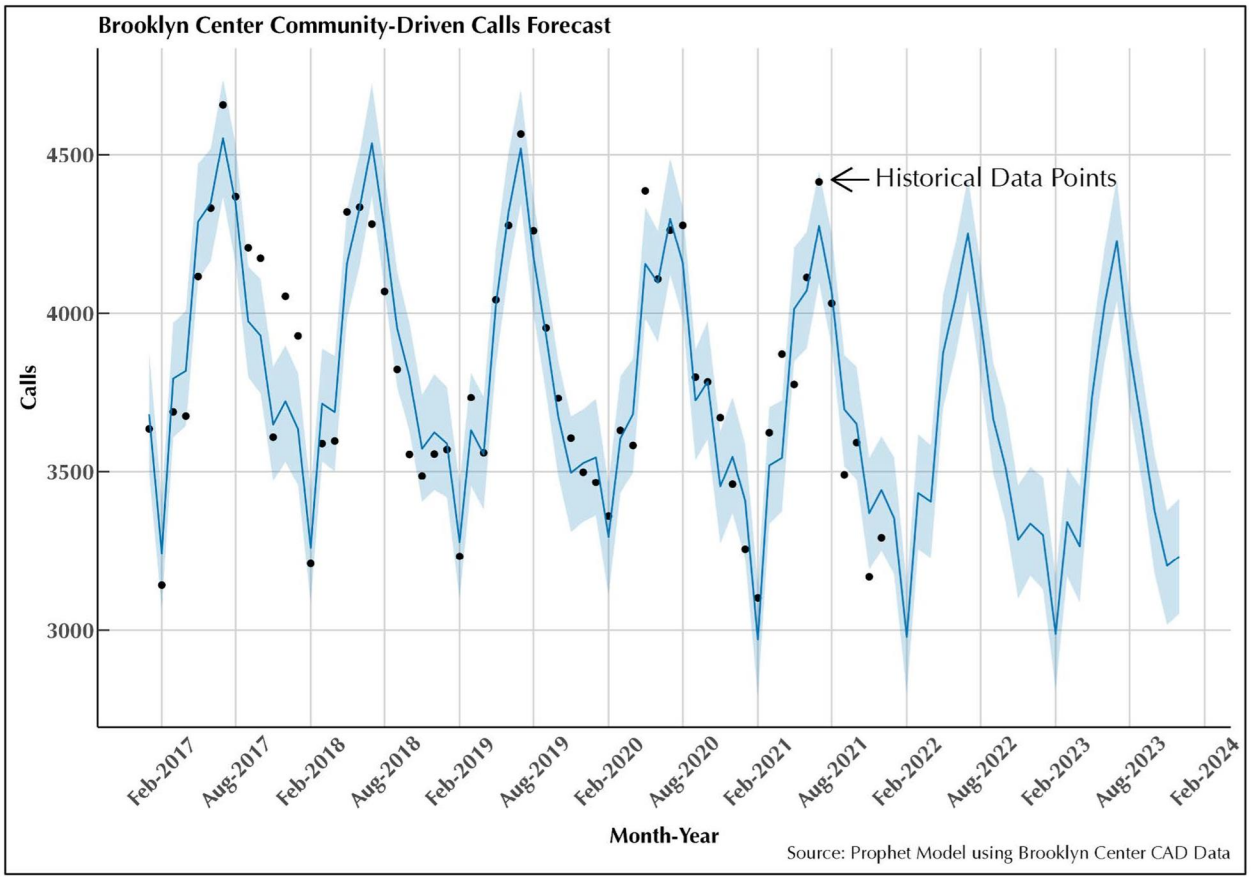


Figure 5 is a heatmap showing the CFS distribution across year, days of the week, and hours of the day from 2017 to 2021. These styles of tables are beneficial in showing year-over-year trends with data. The graphic shows a consistent trend of the late afternoon throughout the week as having the highest demand from community-driven CFS, while the early morning hours have the lowest. The trend is likely to continue because the patterns of commerce, education, and daily activities of the community appear to be consistent. During interviews with BCPD employees, many noted the high prevalence of "group homes" in Brooklyn Center and the high demand they generated. The Institute team explored the impact of group homes on overall demand and found no significant impact. Regardless, the calls from these homes should be addressed proactively with problem-solving strategies to lessen the demand impact and improve the quality of service to community members. Figure 5 also shows that the volume of calls is notably lower in 2021 compared to the previous years. The pattern is consistent with the pattern shown in Figure 3 and with recent research finding a general decrease in calls for service (demand) with an increase in some specific types of calls.[29]

Turning to forecasts of CFS demand, Figure 6 shows forecasted community-driven CFS through 2024. Institute researchers used Prophet, a forecasting procedure developed to model and forecast time series data. Prophet is

29 Lum, C., Maupin, C., & Stoltz, M. (2022). The supply and demand shifts in policing at the start of the pandemic: A national multi-wave survey of the impacts of COVID-19 on American law enforcement. *Police Quarterly*, 109861112211482. https://doi.org/10.1177/10986111221148217

based on an additive model where non-linear trends are fitted with yearly seasonality. Forecasting was done for future call volume. The model fits the full dataset, which includes 60 months (January 2017 through December 2021), and makes predictions for the next 36 months (January 2022 through December 2024). The model indicates that the seasonality of the demand will remain with the overall demand continuing to decrease in the future. The influence of individual factors contributing to the forecast are implicitly included in the model based on the historical data.

Determining Demand from Community-Driven CFS

To determine the number of officers needed to staff a department, several factors are needed:

1. The community demand, based on CFS
2. The amount of time allocated for administrative time
3. The desired service level or amount of time available for proactive activities and tasks
4. The relief factor or the number of hours officers are available for patrol

CFS

Using the Prophet Model's forecast, the predicted number of CFS generated from the community is 42,210 for 2023. From the analysis of the CFS data, it can also be determined that the average time spent on calls by officers is 19.3 minutes or .32 hours. That time includes driving to the call and on-scene processing. With these two numbers, the hours of annual demand from the community can be calculated.

ADMINISTRATIVE TIME

Another key factor when determining the number of officer positions is the administrative time needed for post-call processing. It is not uncommon for officers to collect evidence or take an extended time to write reports once departing from the call. Interviews with BCPD officers revealed that they have a practice of returning to service after a call is complete and work on administrative tasks while in service and are available for additional assignments. The officers do not put themselves out of service for administrative tasks. Because this is the custom at BCPD, as it is with many agencies, administrative time must be added to the time encumbered on CFS. The convention for administrative time as a percent of the total time is approximately 25 to 33 percent.[30] For this report, the Institute's team used 30 percent to represent administrative time in the staffing model.

SERVICE LEVEL

The final consideration for determining staffing needs is the service level desired by the community and policymakers. Service level was defined earlier as the proportion of time officers are available for proactive activities. Proactive policing refers to a police agency's attempts to prevent crime, rather than respond to calls.[31] The amount of proactive time available to officers is important for two reasons. The first reason is that when officers spend most of their time answering CFS and then completing the required administrative work (such as reports and evidence processing), they have little time to solve problems proactively and engage in

30 McCabe, J. (2013). An analysis of police department staffing: How many officers do you really need. ICMA Center for Public Safety Management White Paper. https://icma.org/sites/default/files/305747_Analysis%20of%20Police%20Department%20Staffing%20_%20McCabe.pdf

31 Weisburd, D., & Majmundar, M. K. (2018). *Proactive policing: Effects on crime and communities*. National Academies Press.

community policing. Once overwhelmed with CFS, officers reach a saturation point where they are primarily reactive and no longer in an appropriate mindset to initiate activities.[32] It is important for officers to be guided by a mission and set of objectives by their department, and then also to have the time available to carry out those objectives.

The second reason the service level is important concerns officer health and wellness. Research in the area has shown that officers with high workload levels possibly face a series of negative effects, such as increased stress and poor sleep.[33,34] Such effects may then have an impact on police-community relationships and performance more generally. To prevent the negative effects of high stress and burnout, policymakers should consider these factors as they make decisions about the staffing levels of police departments.

Relief Factor Calculations

Relief factor is defined as the ratio of time required for one police position to the time available. The ratio helps determine how many employees are required to staff one position. Relief factors are used in organizations whenever a position has mandatory staffing requirements. For example, it is often used in policing and corrections where round-the-clock staffing is required, as it is in policing.

To understand relief factor, consider an employee who works in a position where they are the only person required, and when they are away from work, the position and duties are not filled. The relief factor for the position would be one. In other words, to staff that position only takes one full-time employee. Consider what would occur if the employer decided the position requires staffing whenever the incumbent employee is away from work. In that case, the employer would need to determine the amount of time the incumbent will be away from the position. If the annual hours worked of 2,080 is taken as the basis, the days off and leave time can be subtracted, leaving the amount of time needed for coverage. More formally, the relief factor can be expressed with the following equation:

$$\textit{Relief Factor} = \frac{\textit{(Total Hours Required)}}{\textit{(Hours Worked)}}$$

Following the example, if the employer determines that the incumbent employee was present at the job for 1,800 hours, the relief factor would be 1.15, meaning that filling the position at all times would require 1.15 full-time employees. As the time away from the position increases, so does the relief factor.

To calculate the relief factor of the BCPD Patrol Division, the Institute's team requested payroll data that captured the time away from patrol taken by patrol officers in the last five years. The away time was averaged to determine the average annual hours away from patrol per officer. The time away included sick time, vacation, holidays, and other categories of leave. The relief factor calculation also accounted for training time, breaks, and workout time. The average amount of hours available for patrol was 1,522 annually. The total hours required for one 12-hour position is 4,380. Using those numbers in the formula produces a relief factor of ***2.88***. The relief factor can then be multiplied by the number of positions to determine the total number of employees needed.

32 Ibid

33 Collins, P. A. (2003). Stress in police officers: A study of the origins, prevalence, and severity of stress-related symptoms within a county police force. *Occupational Medicine, 53*(4), 256–264. https://doi.org/10.1093/occmed/kqg061

34 Charles, L. E., Slaven, J. E., Mnatsakanova, A., Ma, C., Violanti, J. M., Fekedulegn, D., Andrew, M. E., Vila, B. J., & Burchfiel, C. M. (2011). Association of perceived stress with sleep duration and sleep quality in police officers. *International Journal of Emergency Mental Health, 13*(4), 229–241. https://www.ncbi.nlm.nih.gov/pmc/articles/PMC4681282/

Staffing Recommendations

The number of officers needed to staff the Patrol Division of the BCPD can be determined by using the CFS demand, administrative time, service level, and the relief factor. Table 3 shows the number of officers needed at BCPD with three service-level scenarios. Scenario A requires 7.75 positions and 22 total officers to meet the community-driven service demand and allows for 30 percent proactive time. This scenario provides a minimal amount of time for proactive time but does provide enough time to answer calls for service and complete administrative work. Based on the number of positions and officers, Scenario A is similar to the current patrol staffing for the BCPD with lowered minimums. Scenario B requires 10.33 positions and 30 officers with 40 percent proactive time. Scenario C is similar to the past staffing levels of the BCPD when 12 total positions were staffed with five for days, five for nights, and two power shifts. Scenario C provides officers with 45 percent proactive time but requires 12.4 positions and 36 total officers. Officers having this much time unencumbered allows them to have larger blocks of time to initiate problem-solving activities.

Table 3. Staffing Level Scenarios

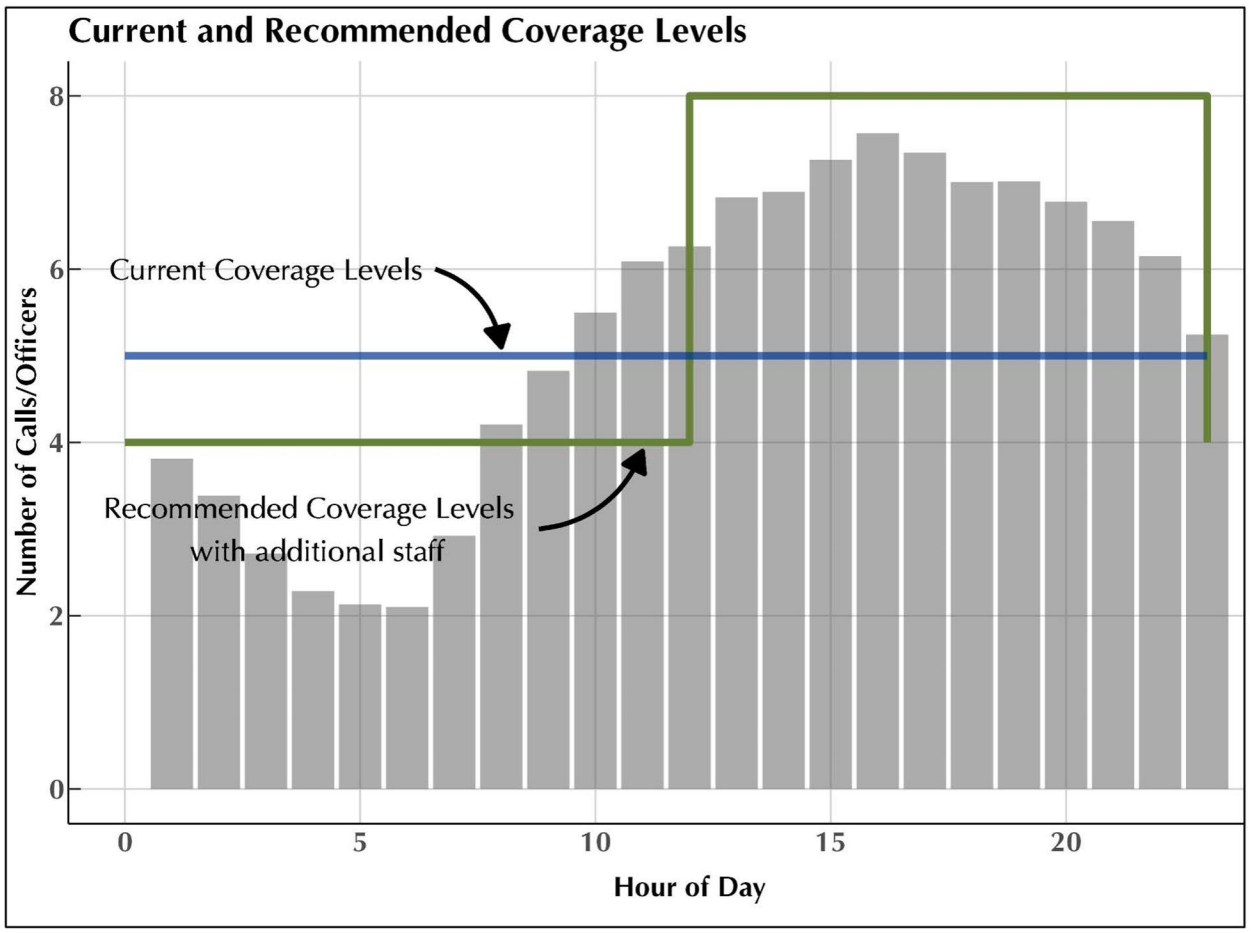
	Service Level		
	A	**B**	**C**
Proactive Time as Percent of Total Time	30%	40%	45%
Positions Needed	7.75	10.33	12.40
Relief Factor	2.88	2.88	2.88
Officers Needed	22	30	36

The Institute team recommends the BCPD staff patrol in alignment with Scenario C with 12 positions, giving officers approximately 45 percent time for proactive, community engagement and public safety activities. The 12 positions allow the BCPD to return to having power shifts if they desire. Twelve positions would require 10 additional officers dedicated to patrol based on the relief factor of 2.88. It is important to remember that this number was calculated using data from the payroll system and not projections or estimates. Officers attending more training and using benefit time increases the relief factor. With the numerous new officers at the BCPD, training should be a priority, and an appropriate relief factor can ensure staffing is sufficient to allow it.

Currently, the BCPD staffs a static number of officers across a 24-hour day. In the past, power shifts were used to supplement the staffing during the busy afternoon hours. The Institute recommends that the BCPD stagger their start times to accommodate for the wide variation in demand throughout the day. Figure 7 shows the recommended allocation of officers for a 24-hour period based on the current demand distribution and the 12 officers recommended. The demand increases steadily through the daytime hours and peaks at 4:00 p.m. The current staffing, limited due to resignations, maintains constant coverage throughout the 24-hour cycle. Figure 7 shows that a static distribution does not follow the demand. It is important to point out that although the demand represented by the gray bars exceeds the static coverage levels, it does not mean the on-duty staff could not handle the demand. In fact, they often do handle the demand based on officer accounts. Figure 7 is intended to show that the static distribution is not the optimal allocation of officers throughout the day. Having

four officers starting at 6 a.m., 12 p.m., and 6 p.m. would provide the best coverage for CFS.

Figure 7. Recommended Staffing by Hour



Community Service Officer Use

The BCPD employs 10 part-time Community Service Officers (CSOs). CSOs are non-sworn employees who wear uniforms and drive marked police vehicles. The CSO uniforms are similar but different from the BCPD sworn officers' uniforms. The CSOs wear light blue shirts as opposed to dark blue, but both CSOs and sworn officers drive black and white police vehicles. The CSO uniforms are similar enough to sworn officers' uniforms to provide a crime deterrent effect. According to BCPD employees, CSOs respond to animal complaints, abandoned autos, and perform administrative duties. According to a document provided by the BCPD, the CSOs respond to 16 types of calls.[35] None of the calls they are assigned involve crimes in progress.

According to BCPD employees, CSOs typically do not investigate crimes, although they do recognize that certain animal complaints could develop into criminal charges. It is unclear where the statutory authority

35 CSO Call Categories from BCPD: Astpol-Assist/Police, Biket4-Bike Theft/Rpt, Cara-Vehcl Abandoned, Deer-Hit Deer, Finger-Finger Prints, Junker-Junker Vehicle, Litter-Litter/Dumping, Lock-Locked Out/In, Motor-Motorist Assist, Pkperm-Parking Permit, Prop-Prop Lost/Found, Road-Condition/Debris, Sign-Sign/Signal Prob, Stall-Car/Stalled, Trans-Transport, Util-Utility Check

for CSOs to investigate crimes originates or if they have it at all. While the CSOs do represent an "alternative response model" that could be financially beneficial to the City budget, the BCPD should research the ability of CSOs to investigate crimes in the state of Minnesota. If permissible, the BCPD should develop a policy to assign misdemeanor crimes with no suspect information to the CSOs. If suspects develop during the investigation, case responsibility can be turned over to a sworn officer or detective.

During the times when CSOs are not on an assignment, they are free to patrol, just like sworn officers. While the added patrols are certainly a benefit of having CSOs, the BCPD could make better use of their proactive patrol capabilities by using them systematically to patrol property crime hot spots. The Institute's team found no evidence that the CSOs are guided in their patrol locations or patterns. At the very least, the BCPD should create patrol assignments throughout the city for the CSOs. The patrol assignments should focus on areas with elevated levels of property crime, such as shopping centers. The CSOs are in marked police vehicles with police radios. They should be able to serve as a deterrent for crime and quickly alert dispatch and other officers if a crime is in progress. Research suggests that patrolling a crime hotspot for just 15 minutes at a time can reduce disorder.[36] The BCPD has a great opportunity with the CSOs to patrol crime hot spots and allow sworn officers to focus on crimes with greater violence.

Call Diversion

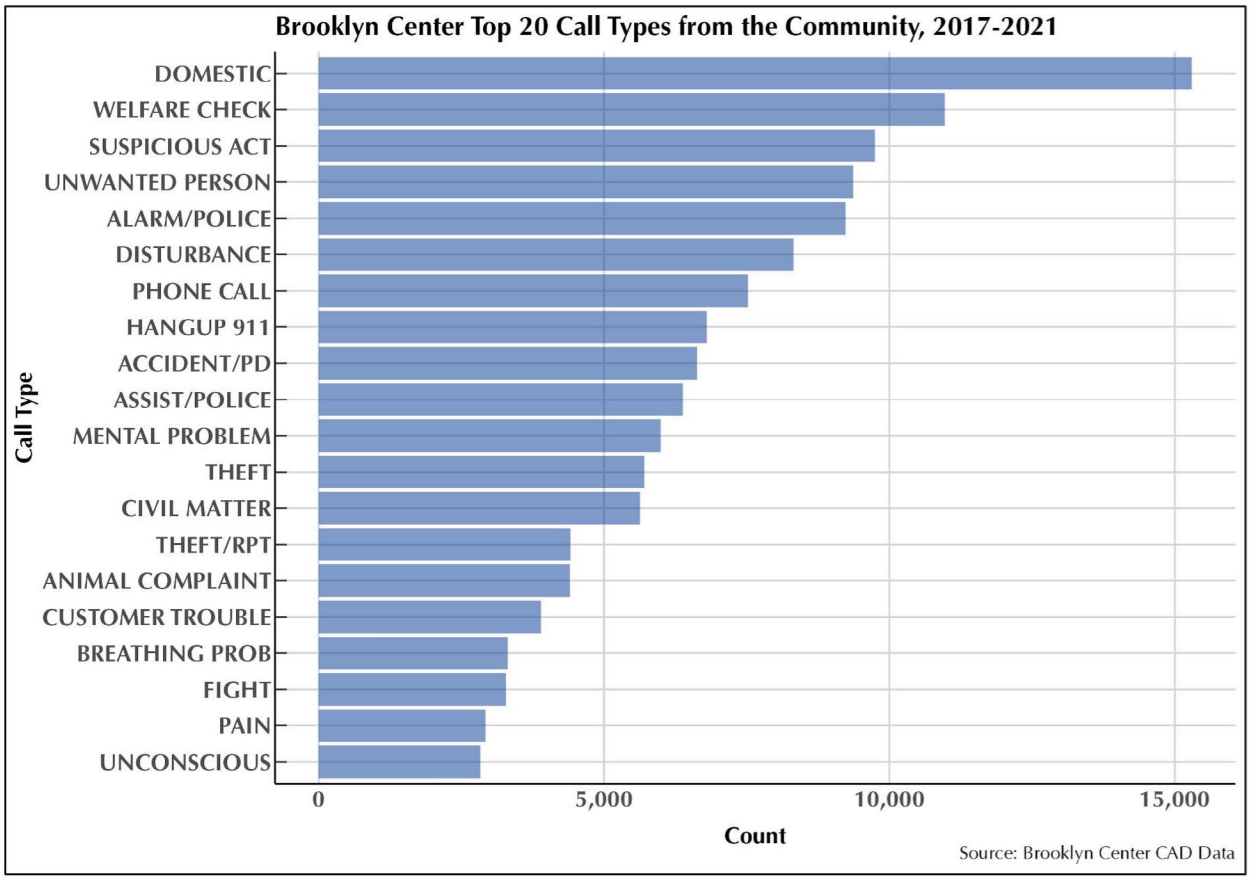
Adding officers to the BCPD will provide more proactive time for officers, but the department should also research ways to reduce the current call volume through preventative measures or diverting calls for alternative service delivery. To be clear, the community should call the police when needed. As officers respond to calls, they should assess resources that can supplement the police response and eventually alleviate the need for the police to respond at all. Sworn officers can make a tremendous difference in many situations. However, the police may not be the best solution in the long term for calls involving people in crisis or mental health considerations. Figure 8 shows the top 20 CFS categories from the community in terms of volume. These 20 categories make up 58 percent of all the CFS for the period examined. Several of these call types (some Domestic calls, Alarm/Police calls, and Theft Reports) are candidates for mitigation strategies or diversion to alternative service delivery. Approaches to responding to these CFS will be discussed in the following paragraphs.

DOMESTIC CFS

The CFS data in Figure 8, shows that the highest volume CFS category is "Domestic." A number of factors contribute to making domestic the highest category. First, the term domestic violence can cover many circumstances and subsequently a wide spectrum of responses. For example, domestics can range all the way from a verbal family dispute to an egregious assault that requires extensive time on scene compared to a verbal altercation. Further examination into what crimes and/or call types are folded under the classification of domestic is recommended to gain greater insight into the workload and response required. It is also worth considering that a call of any type that falls under the umbrella classification of domestic should remain a CFS in which BCPD's sworn personnel should continue to respond, especially when the CFS includes elements of physical assault, strangulation, or other similar allegations.

36 Koper, C. S. (1995). Just enough police presence: Reducing crime and disorderly behavior by optimizing patrol time in crime hot spots. Justice Quarterly, 12(4), 649–672. https://doi.org/10.1080/07418829500096231

Figure 8. Top Community-Driven CFS, 2017-2021



Adding to the complexity of investigating domestic calls is the concern of safety for community members and officers.[37] This is due to several factors, including officers being provided limited information during dispatch, heightened emotional states, unfamiliarity with the residence or building structures, not knowing whether firearms are present, etc. The Institute does not recommend diverting the initial response to these calls.

A second consideration related to domestics being the highest volume CFS type is that it is not necessarily a negative finding when examined through a police legitimacy lens. Indeed, research from the field indicates that there can be a meaningful relationship between police and victim-survivor interactions during domestic violence response that can then impact, for better or worse, perceptions of police trustworthiness, legitimacy, and authority.[38] Local survey results indicated that the community believes in BCPD's ability to handle the calls to which they are requested to respond and the CFS data show that a majority of calls are being driven by community members themselves. Therefore, one can surmise that the community not only believes in the legitimacy of the BCPD, but that victims and survivors of domestic violence feel that calling BCPD will render

37 Model Policy Center: Domestic Violence. (2019). In *International Association of Chiefs of Police*. International Association of Chiefs of Police. Retrieved December 22, 2020, from https://www.theiacp.org/sites/default/files/2021-07/Domestic%20Violence%20FULL%20-%2006292020.pdf

38 Fedina, L., Backes, B.L., Jun, H.-J., DeVylder, J. and Barth, R.P. (2019), "Police legitimacy, trustworthiness, and associations with intimate partner violence", *Policing: An International Journal*, 42(5), pp. 901-916. https://doi.org/10.1108/PIJPSM-04-2019-0046

them the support and resolutions that they are seeking.

Since it is not the recommendation of this report for domestic violence calls to be diverted for an alternate response, and because evidence exists that the community believes in BCPD's ability to respond to CFS, the agency's leadership must support officers as they respond to these calls. One potential resource that might ameliorate the effects of this high call volume is comprehensive training and resource support, particularly for patrol officers. Given that BCPD has a younger professional workforce, with fewer years of experience on the job, it becomes even more critical that these personnel are supported with current, evidence-based training. Like proficiency in firearm usage, the more training an officer receives around domestic violence, coupled with meaningful opportunities to practice the skills needed for this call type, the more efficient officers will be when called to respond. Opportunities for training can range from annual in-service blocks on effective and trauma-informed responses to domestic violence to roll-call trainings on available resources that can be called upon in the local area. A pre-existing resource within BCPD is the existence of the embedded social worker. This individual could teach or provide guidance on effective skills and resources to sworn counterparts as both the field of social work and public safety often engage with the same client populations.

Furthermore, a wealth of resources that have been employed by agencies around the country are readily available to the BCPD. The International Association of Chiefs of Police (IACP) policy center, for example, includes templates for policies as well as investigative checklists specifically designed around supportive responses to domestic violence. Furthermore, the Institute recently concluded work with a large policing agency in the Midwest where the final deliverable was an 8-hour evidence-based and community-informed in-service curriculum entitled, *A Comprehensive Response to Gender-Based Violence*. This training, produced under the U.S. Department of Justice, Office on Violence Against Women, could be adapted for use in the Brooklyn Center community. In conjunction with the additional recommended training and tools, the BCPD can continue to utilize its *Domestic Violence Lethality Screen for First Responders* form to ensure a smooth handoff to services within the community. Finally, the federal government, specifically under the U.S. Department of Justice, Office on Violence Against Women and Office for Victims of Crime releases annual solicitations for proposals from agencies just like Brooklyn Center, whose community would benefit from providing resources for police departments that respond to domestic violence calls for service.

Implementing specific training around domestic violence is also a way the current administration could directly address the feedback officers gave as part of the Institute's staffing assessment. When leadership can tie their responses directly to feedback provided to them by their staff, a sense of organizational justice and positive feedback loops are created. Appendix G contains resources for the BCPD to consider for improving the response to domestic calls.

ALARM/POLICE

The CFS data from 2017-2021 showed that the BCPD responded to 9,684 alarm calls, in which the police were the primary responders. The alarm calls, also known as burglar alarms, represent approximately four percent of the CFS from the community. Standard practice in many locations across the United States is for an alarm activation at a residence or business to be routed to the alarm company. The alarm company attempts to contact the home or business owner, and if no response is provided or the wrong code is given, the alarm company notifies police dispatch for an officer to respond. False activations can occur for a variety of reasons, including technology malfunctions, user errors, and pets triggering the alarm. Research from the early 2000s found that

94 to 98 percent of all burglar alarm calls were false alarms costing $1.8 billion in police response.[39] Some researchers point out that the benefits of false alarm responses accrue to alarm owners, while the cost is borne by the police and non-alarm owners.[40] In the vast majority of alarm calls, the police are responding to a private residence or business for an electronic trigger that does not inherently represent criminal or dangerous activity.

A promising strategy to reduce the number of false alarms police respond to is called verified response (VR). The strategy requires confirmation or verification that a break-in is occurring. The confirmation can be done by having an individual on-scene, such as a homeowner or private security officer, or can be done through surveillance video. Only once the break-in is confirmed will the police respond. Cities using VR often pass an ordinance requiring a verified response before an officer will be dispatched. Salt Lake City, Utah, was one of the first cities to implement VR and has reduced the number of false alarms by 98 percent.[41] Other cities have found similar success with VR. The community benefits from VR by shifting the responsibility of false alarms to private parties rather than tax-funded police departments. Officers can use the additional time to focus on community priorities. The BCPD should examine leveraging the City's ordinance and implementing a public information and education strategy to require VR for alarms.

THEFT REPORTS

The BCPD received 10,117 calls for theft from 2017-2021. In many cases, theft calls result in no suspects or no evidence to collect; many go unsolved. According to the Minnesota Department of Criminal Apprehension, in 2021, only 2.7 percent of thefts from motor vehicles were cleared in Brooklyn Center and only 5.2 percent of all other larcenies were cleared.[42] Often, the victims of theft ask the police to respond and file an investigative report in order to make an insurance claim. Given the characteristics of theft reports (often no evidence and no suspect) and the high volume of them, a large majority of them could be submitted online. The BCPD is currently working with a vendor to allow community members to report crimes or information through an online portal. The BCPD should continue to pursue this goal and develop a set of policies and public outreach and education that encourages the use of the portal. With online reporting, the submitted reports can be viewed in real-time or the next day to triage and conduct follow-ups where needed. Online reporting represents a convenience for the community and an opportunity to decrease the need for an officer response.

SWAT Team and Warrant Service

BCPD's Policy 404 discusses the Emergency Operations Unit, which is the umbrella unit for the Special Weapons and Tactics (SWAT) Unit. The BCPD operates a SWAT Unit to "provide specialized support in handling critical field operations where intense negotiations and/or special tactical deployment methods beyond the capacity of field officers appear to be necessary." By the nature of their mission, SWAT units engage in high-risk activities. They are often deployed when an individual is barricaded with a weapon or has taken a hostage. SWAT teams can be of tremendous value for a narrow set of circumstances that require skills and resources that exceed those of patrol officers. In circumstances such as barricaded subjects, the skills and resources available to SWAT

39 Sampson, R. (2011). False burglar alarms, 2nd edition, 56, NCJ Number 224662, U.S. Department of Justice, Office of Community Oriented Policing. https://www.ojp.gov/ncjrs/virtual-library/abstracts/false-burglar-alarms-2nd-edition

40 Blackstone, E. A., Hakim, S., & Meehan, B. (2020). Burglary reduction and improved police performance through private alarm response. *International Review of Law and Economics*, 63, 105930. https://doi.org/10.1016/j.irle.2020.105930

41 Ibid

42 https://cde.state.mn.us/

teams may increase the safety of everyone involved.

The cost of maintaining a competent SWAT team, however, is high. Because of the advanced tactics and weapons used by these teams, the training demand is ongoing and intense. The tactics SWAT teams employ must be choreographed and executed with precision. To be proficient, the unit must train together and often. The National Tactical Officers Association (NTOA) recommends that collateral duty teams train at least 16 hours a month or 192 hours per year.[43] Collateral duty teams are comprised of officers who have full-time assignments in the department other than the SWAT unit. For example, the officers may be assigned to patrol or a detective bureau. The BCPD is not currently positioned to operate a SWAT unit because of their staffing shortages. With the sworn officer turnover during the past two years, the experience in the department is not adequate to support such a specialized and resource-intensive unit. Additionally, to be a successful SWAT operator requires adept judgment under stress, a skill that is developed over many years as a patrol officer. The turnover and staffing shortages in BCPD prevent a team of SWAT officers from training with the frequency and volume needed to be effective. Following the NTOA's recommendations would mean that the officers assigned to the SWAT unit must dedicate two days a month to training and be away from patrol or investigations. The BCPD does not currently meet those training demands.[44] As a replacement for their own SWAT unit, the BCPD should consider partnering with the Hennepin County Sheriff's Office to conduct all search warrants and handle barricaded individuals. The BCPD could revisit operating its own SWAT unit once the patrol force has matured and the staffing levels are stable.

Section 4 Recommendations

NUMBER	FINDING	RECOMMENDATION
4.1	The BCPD does not have adequate patrol staffing to respond to the current level of community-driven CFS and have appropriate proactive time.	Based on the relief factor calculated for the BCPD, the department should authorize 12 additional positions and 36 officers for patrol to ensure the department employs enough officers who are able to conduct proactive community-policing activities and time away for training. The number of officers incorporates all time off including "Kelly" days.[45]
4.2	With limited staffing, the BCPD uses a staffing model that does not respond to the CFS demand from the community.	The BCPD currently authorizes 10 positions for a 24-hour period. The result is two 12-hour shifts with five positions each. The CFS analysis indicates that demand is significantly higher during the afternoon hours and lowest during the early morning hours. The BCPD should allocate only four positions or sector cars from midnight to noon and then use the increased staffing to staff eight positions from noon to midnight.

43 National Tactical Officers Association. (2018). Tactical Response and Operations Standard for Law Enforcement Agencies (p. 48). https://ntoa.org/pdf/swatstandards.pdf

44 BCPD SWAT Training records, 2017-2022.

45 A Kelly day is the term used for a time away from work because of the accumulation of hours in excess of 80 hours during a two-week pay period.

NUMBER	FINDING	RECOMMENDATION
4.3	The BCPD uses CSOs for selected CFS but does not fully utilize them for proactive assignments.	The BCPD should continue to use CSO for animal complaints and low-priority assignments, but also deploy them for proactive patrols in business districts or property crime hotspots to serve as a deterrent for crimes and call for an officer if they witness a crime in progress. The CSOs should patrol areas based on crime trends, staying in the location for at least 15 minutes.
4.4	The BCPD handles a high volume of domestic violence calls.	The BCPD should explore training resources available for patrol officers' response to domestic violence along with integrating the embedded social worker into follow-up when appropriate. The BCPD should also recognize that elevated levels of domestics may indicate that the community believes in their ability to resolve disputes and help victims.
4.5	The BCPD handles a high volume of burglar alarm calls.	The BCPD should work with other City agencies on researching a verified response ordinance and response model. The ordinance could alleviate the prevalence of false alarms and shift the burden of response to private companies.
4.6	The BCPD responds to a high volume of theft reports. Theft reports are common in Brooklyn Center with most of them never being cleared.	The BCPD should continue to pursue a platform for online reporting of criminal offenses and general information from the public. Using online reporting will alleviate the need for a sworn officer to respond to take the report and make reporting more convenient and timelier for the community. The BCPD should additionally research the ability of CSOs to take original investigative reports for theft or other misdemeanor property crimes where there is no suspect information.
4.7	The BCPD maintains its own SWAT Unit to respond to barricaded subjects and hostage situations.	The BCPD should pause using its own SWAT team until staffing levels are stable and the pool of experienced officers increases. Because of the high-risk nature of SWAT operations, frequent training is necessary and the BCPD does not currently have the required staffing. The BCPD should partner with the Hennepin County Sheriff's Office to respond to incidents requiring a SWAT Unit in Brooklyn Center.

SECTION 5:

SERGEANTS' WORKLOAD

The BCPD has sergeants authorized in both the Patrol Division and the Community Services Division. The focus of this section will be the six sergeants authorized for assignment to patrol. Four of the sergeants are responsible for a squad of four to six officers. The sergeants in charge of a squad work the same days as the squad and provide immediate supervision during response to CFS and for management of the workload during the 12-hour shift. The two remaining sergeants supervise the swing shifts and fill in when the squad sergeants are off work.

Working the same 12-hour shifts with the officers means that the sergeants have a relief factor of 2.88. With four permanent positions to be staffed all hours of the day and 365 days a year, the BCPD should have 5.76 sergeants just to cover the squad supervision. In other words, the six sergeants assigned to patrol are enough to cover the four patrol squads, but not enough to provide supervision to the patrol squads and the swing shifts.

Shift Supervision

The BCPD's turnover, on-duty injuries, and extended leave time experienced from on-duty injuries in the last 18 months have impacted sergeant staffing. According to numerous department employees, it is common to not have a sergeant available for patrol. When this occurs, the senior officer on duty is designated the acting shift supervisor.[46] While the arrangement seems acceptable as a policy, in practice it is problematic. According to department employees, there are exceptions to the senior officer rule. First, the senior officer must consent to be the acting supervisor, and many senior officers reportedly refuse. Second, officers are precluded from being the acting supervisor if they are field training another officer. With the high turnover of experienced officers in the last 18 months, field training is nearly constant, and a large portion of officers have less than 18 months as an officer. It is possible that a new and relatively inexperienced officer will be an acting shift supervisor. Because events can unfold rapidly in policing, where decisions about policy need to be made immediately, having new officers as acting shift supervisors is problematic. The BCPD should reduce the use of this practice and staff the sergeants' positions adequately to avoid the need for an acting shift supervisor.

Training

Not only are many officers new to the department, but several sergeants reported that they are newly promoted. Like new officers, new sergeants need additional training to develop their knowledge and expertise in leadership and management. Research indicates that officers who believe their supervisor is fair are more likely to have high job satisfaction and use procedural justice.[47] Other research has found that officers who are in procedurally fair organizations are less likely to be distressed and less mistrustful of the communities they police.[48] New sergeants should be provided training on foundational leadership practices and understand how their treatment

46 Brooklyn Center Police Department Policy 422.2.

47 Wolfe, S. E., Rojek, J., Manjarrez, V. M., & Rojek, A. (2018). Why does organizational justice matter? Uncertainty management among law enforcement officers. *Journal of Criminal Justice*, 54, 20–29. https://doi.org/10.1016/j.jcrimjus.2017.11.003

48 Trinkner, R., Tyler, T. R., & Goff, P. A. (2016). Justice from within: The relations between a procedurally just organizational climate and police organizational efficiency, endorsement of democratic policing, and officer well-being. *Psychology, Public Policy, and Law*, *22*(2), 158. https://psycnet.apa.org/record/2016-13452-001

of officers impacts the way officers interact with the community. Other research on police supervision has found that front-line supervisors can have a direct impact on the policing styles of officers. Active supervisors that lead by example and are involved in patrol activities have the most influence.[49] As the research points out, the influence can be positive or negative. First-line supervisors, most notably sergeants, can use their influence to set positive examples of community policing and problem-solving.[50] Conversely, they can also become role models for authoritarian behavior.

With many new officers and sergeants, the BCPD is at a pivotal point that creates an opportunity to proactively shape the department into a progressive, community-focused agency. The risk is that without clear direction and guidance, officers may form perverse subcultures that do not further the mission and vision of the department. It is up to the leaders of the department to ensure the message is clear on the mission of the department and how that mission is to be accomplished. The sergeants act as lynchpins to enact the mission every day.

Section 5 Recommendations

NUMBER	FINDING	RECOMMENDATION
5.1	Six sergeants are needed to maintain 24/7 sergeant staffing.	BCPD should add two sergeants dedicated to supervising the patrol function. Adding the two sergeants to the existing six will allow sergeants to coach and mentor new officers while also providing more flexibility in the schedule to attend training themselves.
5.2	Sergeants' time away from patrol necessitates using acting supervisors.	The BCPD should end the acting supervisor practice once two additional sergeants are added. The acting supervisor practice is problematic with new or reluctant officers providing supervision.
5.3	New sergeants need appropriate training to ensure they have basic competencies and advanced skills.	Ensure new sergeants attend a mandatory training program that promotes community policing and organizational justice. With the addition of two sergeant positions, staffing will be sufficient for extended time away for training. Training first line supervisors is fundamental to creating a healthy culture and effective workforce.
5.4	Sergeants are key to fulfilling the mission of the department and set examples for officers about how to carry out the mission.	BCPD should ensure that all sergeants understand how the mission of the department is to be accomplished. Sergeants should be instructed on what specific activities they should model and the management style they should use.

49 Engel, R. S. (2003). How police supervisory styles influence patrol officer behavior. U.S. Department of Justice, National Institute of Justice. https://www.ojp.gov/ncjrs/virtual-library/abstracts/how-police-supervisory-styles-influence-patrol-officer-behavior

50 Engel, R. S. (2002). Patrol officer supervision in the community policing era. *Journal of Criminal Justice,* 30(1), 51–64. https://doi.org/10.1016/S0047-2352(01)00122-2

SECTION 6:

INVESTIGATIONS WORKLOAD

The Investigations Division of the BCPD handles follow-up investigations for most crimes occurring in Brooklyn Center. According to BCPD Policy 600.4, "Follow-up investigations on all cases are evaluated and assigned by the Investigations Division commander, designee, or sergeant based upon caseload, case assignment, and an evaluation of case solvability factors." The policy does not distinguish between cases handled exclusively by patrol officers and cases handled by Investigations. Rather, the policy assumes all investigative follow-up will be handled by Investigations and triaged based on solvability factors. The policy does not specify a timeline for triaging or assigning a case.

In addition to investigative follow-up, the Investigations Division is responsible for filing charges against all arrested individuals. Patrol officers make arrests, but the detectives file charges, when necessary, with the Prosecuting Attorney's Office. When detectives are not working on the weekend, they may spend all day Monday filing charges from arrests over the weekend in order to comply with Minnesota's state law for the time allowed in custody.

The BCPD leverages Hennepin County Sheriff's Office crime scene investigations but retains case responsibility for all investigations that may result in state charges. They investigate all homicides, robberies, sexual assaults, and other felonies that occur within their jurisdiction.

In years past, the BCPD allowed officers to participate in two focus areas: Auto Theft and the Violent Offender Task Force. One officer was provided for each. The BCPD currently does not have the sworn staffing available to join the task force or to fill the Auto Theft position but should resume participation once staffing is increased. Allowing officers to participate in these focus areas provides the department greater access to regional resources and also gives individual officers a broader career path for a small department that is limited by its size.

The BCPD does not track detectives' day-to-day activities with case management software or through their RMS, and without such data, the Institute's team could not analyze the workload of detectives by the hours they dedicate to different investigations. Anecdotally, one detective estimated his caseload is as high as 100 cases per year. Complicating the matter is the BCPD's general investigator model that allows a detective to be assigned to any type of case. Based on crime statistics from the Minnesota Bureau of Criminal Apprehension, the BCPD reported 188 burglaries, five arsons, two kidnappings, eight murders, 20 rapes, 64 robberies, and 204 motor vehicle thefts. The Institute recommends that the department utilize the BCPD's current RMS or another software package for more effective caseload tracking.

Even though detailed activity data were not available, the Institute's team was able to benchmark the number of detectives to other departments in the Minneapolis-St. Paul metropolitan area. Table 4 compares the BCPD detective staffing to other municipal agencies in the area. The 2021 Group A crime statistics were obtained from the Minnesota Bureau of Criminal Apprehension and are comprised of the most serious offenses for person and property crimes. For a full list of Group A offenses, see Appendix H. The BCPD has the highest number of reported offenses per detective with 409. Detectives will not investigate every offense because of a lack of evidence or other solvability factors, but the ratio of offenses to detectives does provide an indication of the general workload. An additional consideration is that the BCPD is authorized to have five detectives but that

was not the actual number of detectives on the force at the time of this study, meaning that the workload was even more out of proportion than the data suggest.

The conclusion from the interviews and comparison of benchmark agencies is that the BCPD needs to be staffed with at least six authorized detectives. With no ability to hand off cases to other agencies, such as the Sheriff's Office, the BCPD can easily be overwhelmed by a homicide requiring numerous officers and detectives for the investigation. Homicide investigations are labor-intensive and may require an entire team of officers for the initial investigation. As the use of such technology as doorbell cameras and smart vehicles spreads, the technical work needed during investigations increases. Many departments use non-sworn employees to conduct forensic analyses of smartphones, computers, and similar devices. In 2021, the BCPD investigated eight murders with as few as two detectives at one point. The BCPD is faced with the difficult choice of limiting investigative capacity or using patrol officers to assist with the investigation to the detriment of call response.

Table 4. Comparison of Crime and Detective Levels[51]

DEPARTMENT	POPULATION	2021 GROUP A OFFENSES	AUTHORIZED DETECTIVES (NOT INCLUDING TASK FORCE OFFICERS)	OFFENSES PER DETECTIVE
Golden Valley, Minnesota	21,740	867	4	217
Champlin, Minnesota	25,249	686	3	229
Richfield, Minnesota	36,336	2,071	9	230
Plymouth, Minnesota	80,588	2,551	10	255
Columbia Heights, Minnesota	21,238	1,029	3	343
Brooklyn Center, Minnesota	30,258	2,044	5	409

Section 6 Recommendations

NUMBER	FINDING	RECOMMENDATION
6.1	The BCPD policy states that all follow-ups are handled by the Investigations Division. They are evaluated and assigned based on caseload, case assignment, and an evaluation of solvability factors.	The BCPD should revise its Policy Manual to specify what crimes will be investigated by the Investigations Division and what crimes can be followed-up by the Patrol Division. The policy should also include timelines for when cases will be reviewed and assigned to an investigator.

51 Population and offense totals were obtained from the Minnesota Bureau of Criminal Apprehension. The number of detectives was obtained from annual reports from the respective departments.

6.2	The BCPD is authorized for five detective positions and one task force position. Currently only three detective positions are filled.	The BCPD should add one detective position to staff the Investigations Division with six detectives and one task force officer. If collective bargaining agreements allow for it, the task force positions should have tenure to allow a rotation of officers through the positions. The benefit of rotation is to provide career enhancement opportunities for patrol officers and provide the department with greater depth of knowledge for patrol officers. Additionally, task force officers can be pulled back to the BCPD for large investigations, such as homicides.
6.3	The BCPD Patrol staff has limited career advancement opportunities because of the size of the department.	The BCPD should develop a policy to allow patrol officers to be detailed or detached to the Investigations Division once staffing is increased. Doing this will allow patrol officers the opportunity to learn more about investigations, thereby increasing their skill and ability to investigate crimes. Such a policy would also increase communication and the potential for patrol officers and investigators to work together on larger investigations.
6.4	The BCPD sworn detectives conduct the forensic analysis on smartphones and similar devices.	The BCPD should research hiring a non-sworn employee to conduct the forensic analysis of technology. Doing this would free detectives to engage in activities that only sworn employees can do, such as interviews and interrogations. In addition, having such a position could be a career path for a records technician or CSO.
6.5	The BCPD currently does not track investigator caseload.	The BCPD should research whether its current RMS can support caseload tracking to better understand investigator's workload and capacity. The BCPD could also research other software platforms to manage caseload.

SECTION 7:

SUPPORT SERVICES DIVISION AND NON-SWORN WORKLOAD

Records

The Support Services Division of the BCPD is comprised of all non-sworn employees. The leader of the division is also a non-sworn employee who oversees an authorized staff of eight record technicians and one property room technician. The division plays a critical role in the day-to-day operations of the department. At the time of the research for this project, four record technicians staffed the division, with two of them having long-term experience with the department. The staffing shortage has serious implications for the department and the service it delivers.

The record technicians for the BCPD staff the front desk in the lobby of the police station. They are one of the first contacts the public has with the BCPD. Because of their public-facing position, it is important that they project a courteous and professional demeanor. Direct observations of the record technicians provided evidence that, as a group, they were very friendly to other employees and the public entering the lobby of the police station. Their demeanor can be described as customer focused. Several of the record technicians commented on how they really enjoyed working for the police department. When asked about the struggle to hire additional record technicians, one employee said it is because of the reputation of the department. The employee further stated that the public thinks the department is a bad place to work because of what occurred in 2021, but the reality is that it is a great place to work.

One of the key roles of the record technicians is entering investigative reports and the various forms required from officers. The workflow of the BCPD consists of the patrol officers responding to a call for service and determining if an investigative report needs to be written. Officers have several forms available to use depending on the type of incident. Investigative reports are not handwritten, and the officers often dictate the report. Once the various forms and the investigative reports are complete, the officers turn them into the records division. The record technicians then enter the information from the forms and the report into the records management system (RMS). The handwritten forms also provide space for the officers to provide a short narrative. For investigative reports, which contain narratives that have been dictated into a smartphone application, the record technicians transcribe and enter the narrative into the RMS along with the data fields. Record staff indicated that the goal is to have the reports from officers entered into the RMS within 24 hours.[52] If the BCPD increases the staffing of patrol officers, the department should consider an increase of one record technician to ensure a commensurate increase in support staff.

With the shortage of record technicians over the past year, the entering of criminal investigative reports has fallen behind, and a backlog has developed. According to BCPD employees, the backlog is several months behind, with reports taken in July not being entered until September. The backlog has two immediate implications. The first is that the crime statistics reported using the RMS are not accurate. With a backlog in records, the crime

52 *Brooklyn Center Police Department Site Visit Notes*. (2022). [Personal communication].

statistics are also lagging by several months. Without current and accurate crime data, implementation of data-driven strategies for crime control become difficult to implement. Additionally, transparency with the public about current crime trends is hampered by this backlog.

The other result of the backlog is that record requests are delayed. Community members often request copies of police reports for insurance claims or as part of a court proceeding. Because many reports have not been entered, they are not available in a timely manner for the public. The release of property to the public is also delayed due to the backlog. The property unit is unable to release property without complete reporting. These types of issues place additional challenges on an already strained relationship with the community. The implications of the backlog are troubling and should be addressed immediately.

The protests at the BCPD had a lasting impact on the non-sworn staff at the BCPD. While not face-to-face with protestors, the non-sworn staff felt under siege while at work. Because many of the functions they perform must be done within the police headquarters building, they were required to physically be at work throughout the pandemic and the protests. During the protests they were required to park off-site and then be driven to the police station by officers. While at work, they were worried about their safety due to the proximity of the protests occurring outside. The sentiments expressed during the interviews supported and provided context to the survey findings about perceptions of a lack of safety for the police department. Currently, the parking lot for BCPD employees is not secured; access is allowed from both the front and the rear of the building.

Property Unit

The property unit for the BCPD consists of one authorized employee. The BCPD holds evidence for all criminal cases originating in the city. Because the BCPD is responsible for investigating all crimes within the city, the evidence room holds items for serious crimes, such as murder and sexual assault. As in many states, the required length of time to keep this evidence is lengthy, and over the decades, the amount of evidence builds. The current space is slowly being used up as more cases enter than leave.

The property unit uses the proprietary FileonQ system for evidence management. The system is highly adaptable and has customizable features. One of the key features of the system is auto-disposition requests, which allows the system to generate requests to the case officer to dispose of evidence at the appropriate time. Rather than relying on a pull system where the case officer must remember to make a request to destroy the property once the statute of limitations expire or the case is adjudicated, the system pushes the request to the case officer at set dates relevant to the case. To make the system work, the BCPD must have policy and leadership support to complete the requests promptly for evidence status updates. The technology can aid the department in making the process faster and streamlined but must be sponsored by the executive level of the department and require accountability for case officers.

Section 7 Recommendations

NUMBER	FINDING	RECOMMENDATION
7.1	BCPD is severely understaffed in record technicians causing inaccurate crime statistics and delays in fulfilling requests from community members.	The BCPD should immediately fill all authorized positions for record technicians and should add an additional position to support the expanded Patrol Division to end the report entry backlog and provide better service to community members who request reports and property.
7.2	The records clerks enjoy working at BCPD and provide outstanding customer service.	The BCPD should use current record technician testimonials as recruiting tools. The current staff reported that they enjoy their job and like working for the BCPD. Their positive testimonials could help recruit new employees to the department.
7.3	The physical security of the BCPD station is a concern for employees. Police and personal vehicles are not secured. The survey results found that 53 percent of non-sworn staff feel that parking lot safety is a concern.	The BCPD should work with the City to implement a plan for a physical security solution that balances openness to the community, aesthetics, and security for department employees. The department should consider the safety of the employees and the security of the building housing evidence and sensitive data that needs to be protected.
7.4	The survey results found that the non-sworn staff felt underappreciated compared to their sworn colleagues and lack training opportunities.	The BCPD should use the term professional staff when referring to non-sworn employees to reflect the critical nature of the roles they play for the department. Additionally, the BCPD should seek out more training opportunities for professional staff employees that may fall outside of traditional law enforcement training. For example, the BCPD should partner with local universities or vocational training institutes for computer software training.
7.5	The BCPD needs to dispose of evidence at a faster rate to keep inventory levels below their maximum space.	The BCPD should start using FileonQ to push evidence status requests to case officers and create policies that ensure they are returned promptly to avoid purchasing additional space to store evidence.

SECTION 8:

COMMUNITY SERVICES DIVISION AND CRIME REDUCTION STRATEGIES

Analysis of the community surveys provided evidence that those responding to the survey had confidence in the BCPD but were, at the same time, worried about crime issues. Approximately 82 percent of the respondents were somewhat worried or very worried about having their homes broken into, and 85 percent were somewhat worried or very worried about being assaulted or robbed. Eighty-one percent of respondents were somewhat worried or very worried about people using or selling drugs in their communities, and 94 percent were somewhat worried or very worried about people using or selling guns in their communities. A focus group held with community members provided similar sentiment. The participants emphasized that safety is their biggest concern. They added that the BCPD is not as visible with patrols and not as responsive as they once were. The participants were, however, sympathetic to the impacts of the protests and staffing shortages over the past 18 months. The sentiment of the participants was supportive, and they wanted to see the department add more officers. In particular, some respondents reported that they missed having the street crimes unit available to help with problems.

In interviews with BCPD personnel, it was evident that department personnel believed increased crime levels were a serious problem and that the department lacked a clear strategy for crime reduction or prevention. Officers of all ranks were inconsistent on what activities to initiate when not handling calls on patrol or how crime reduction could be achieved. Several officers stated that it was up to the individual officer to decide what to do during their proactive time. These findings are related to the recommendations in Section 5 concerning the sergeants: Patrol officers need clear direction and guidance on how to use any time allotted for proactive crime reduction activities, or departmental priorities, and the style of policing to use. Officers need department leadership and their first-line supervisors to help them outline activities that will contribute to crime reduction in Brooklyn Center.

The BCPD Community Services Division is led by a commander and is composed of a crime analyst, crime prevention specialist, embedded social worker, and joint community police partnership liaison. The Division is also authorized two street crimes officers, one juvenile officer, and one school resource officer. These officers are assigned to special details or issues that the patrol officers do not have time to address. Although not specifically declared in the Policy Manual, the division is responsible for the bulk of community outreach, while the Investigation's Division commander is responsible for public information duties. The resources of the Community Services Division give the BCPD the foundational pieces needed to build an evidence-based crime reduction strategy for the community. The strategy should draw from available research on crime reduction interventions and communicate the tactics clearly throughout the organization. The strategy should be specific, proactive, and place-based. For example, one strategy may be to determine the locations of the highest volume of calls and then implement "hot spot" patrols in those locations using principles of the Koper Curve. Research finds that 50 percent of a jurisdiction's serious crime is in locations representing less than 5 percent of all addresses.[53] Patrol officers should understand the nature of the hot spot and the specific tactics they should use.

53 Lum, C. M., & Koper, C. S. (2017). *Evidence-based policing: Translating research into practice* (First edition). Oxford University Press.

If the crime issue is theft from small retail stores, the tactic may be walking through the store and talking with store employees and customers. Using these types of tactics does not require any enforcement action; rather, it relies on targeted police presence and connection with the community. The absence of crime is the goal when using these tactics; it is not likely to produce arrests or tickets, but it furthers the mission of public safety.

Just as the crime reduction strategy should be communicated with officers, the department should inform the community about the strategies and tactics. Once a crime trend is identified, the BCPD should consider holding a meeting or some other type of outreach with the neighborhood or area affected. Meetings and outreach efforts can be instrumental in understanding the nature of the problem and gaining community buy-in for any mitigation strategies. The BCPD could explore opportunities for partnering with local schools to host these community convenings. Research on police use of problem-solving in crime hotspots finds that there is no long-term damage to public opinion when used temporarily.[54] Officers patrolling the hotspot areas should be cautioned against using general traffic enforcement efforts that are outside the scope of the identified problem because such tactics can cause harm to community members who support the police efforts in their neighborhood.

Specialty units, such as the street crimes unit, can be effective, but they can also allow patrol officers to defer responsibility. In some circumstances, patrol officers will rely on the specialty unit to do all the community policing outreach and proactive work to solve problems. Patrol officers can fall into the mindset that their job is simply to respond to a call, clear it as quickly as possible, and wait for the next call. This reactive way of policing is referred to as the standard model of policing.[55] A better practice is for patrol officers to shift from the standard model paradigm to a model that involves thinking strategically and proactively about crime issues. Rather than defer the bigger picture crime issues to specialty units, patrol officers should be made aware of the larger issues and work proactively and in unison with other officers and the community to problem-solve. The shift from a standard model is not easy and can be especially difficult when officers are overrun with calls. With the support of leadership, the hiring of additional employees, and focused efforts around hot spots, the department can begin to regain a sense of stability with calls for service.

54 Kochel, T. R., & Weisburd, D. (2017). Assessing community consequences of implementing hot spots policing in residential areas: Findings from a randomized field trial. *Journal of Experimental Criminology*, 13(2), 143–170. https://doi.org/10.1007/s11292-017-9283-5

55 Lum, C. M., & Koper, C. S. (2017). *Evidence-based policing: Translating research into practice* (First edition). Oxford University Press.

Section 8 Recommendations

NUMBER	FINDING	RECOMMENDATION
8.1	Interviews and focus groups provided evidence that both community members and officers believe crime is out of control.	The BCPD leadership team should create a written and well communicated comprehensive crime reduction strategy collaboratively with the community. The BCPD should lead the creation but solicit and consider feedback from the community, local schools, and the city manager before implementation. The strategy should specify the methods for identifying problems and the decision-making process for formulating tactics. The strategy should be communicated to patrol officers and CSOs with enough detail that they understand how they can implement the plan. The BCPD should communicate the perception of a crime trend and possible solutions to the affected neighborhood.
8.2	Interviews found a lack of direction for patrol officers.	Using the crime reduction strategy from Recommendation 8.1, the Patrol Division leadership should make it clear to the patrol officers the style of policing desired by the department and the community. Patrol officers should be given specific guidance as to what activities to engage in for crime prevention efforts. The guidance should be driven by the overall strategy and trends based on data analysis.
8.3	The focus group found that the community supports officers and would like to see more officers hired and increased patrols. Surveys and interviews found that officers are emotionally exhausted, do not believe they are supported, and feel isolated.	The BCPD should leverage the support of community members by collaborating with the community to hold community member police academies, coffee-with-a-cop sessions, or similar events. The BCPD should research partnering with the local business owners to hold officer appreciation activities that recognize officers doing outstanding work. Bringing the community together with the officers for positive interactions should foster a reciprocal appreciation for both groups and help to foster renewed partnerships.

SECTION 9:

OFFICER WELLNESS

The killing of Daunte Wright and the subsequent protests and scrutiny of the BCPD have had and continues to have a lasting impact on the department. In the months following the event, numerous officers resigned from the department and those who remained have been busier than ever before with calls for service. The impact on department personnel is evidenced by the survey results and the in-person interviews. Recall that 70 percent of officers indicated that they feel either somewhat frustrated or a high amount of frustration due to their work, and roughly 60 percent feel a high degree of burnout. Forty percent noted that working with the public drains their energy to a high degree, and 63 percent felt that they give more than they get back when working with the public. The most alarming finding from the survey was that 75 percent of officers felt emotionally exhausted by their work.

The emotional exhaustion was evident during the interviews of BCPD personnel. Nearly all officers stated the workload was too high and that there was no support from City government. The staffing levels were a common theme during the interviews. Officers stated that in the past they would have up to eight officers working at one time and now may have only four. According to officers, the empty shifts are posted for overtime. Many senior officers worried that the newly hired officers were going to leave for another agency because of the BCPD's high workload and lack of training opportunities. When asked about morale, officers provided a bleak assessment with some stating that they did not see how the situation could be resolved.

As dire as the situation may seem from some officers' points of view, the BCPD leadership does have several practices that can be built upon to improve officer wellness. For example, through interviews, the Institute learned that the BCPD had appointed a sergeant to create an officer wellness program. In addition to a dedicated officer wellness program, BCPD officers can participate in a city-sponsored wellness program, and when the workload permits, officers are allowed to work out on while on duty. BCPD policy 1014.9 offers employees access to mental health professionals for individualized counseling. Sworn officers are required to visit the mental health professionals at least once per calendar year. In addition, the BCPD has a chaplain program to help employees through hardships. Just as the BCPD has the foundations for creating a crime reduction strategy, it also has several pieces in place to implement a quality officer wellness program. The BCPD should build upon what it has by asking officers what they want to see in a wellness program and asking for additional resources from both the City and the community. The BCPD should continue to make employee wellness a priority with the understanding that mentally and physically healthy employees are better for the community.

Resources for Officer Safety and Wellness (OSW) policies and programs are beginning to proliferate around the nation and are based on the great work done by a number of law enforcement agencies. The International Association of Chiefs of Police has an OSW library of resources that can provide ideas and connect BCPD with others doing this work. The Chief should identify sworn and professional staff interested in this work within the department to research some potential programs and develop strategies to build OSW in BCPD. All of this takes resources in the form of funding and personnel. The City of Brooklyn Center should do what it can to support the work to identify other funding sources that can sustain expansion. Peer support programs, educational opportunities in all areas of wellness, and culturally competent mental health clinicians are all examples of components of a holistic approach to law enforcement wellness.

Section 9 Findings and Recommendations

NUMBER	FINDING	RECOMMENDATION
9.1	Officers report emotional exhaustion, stress, and no support from City government.	The Chief should proactively sponsor the officer wellness program and identify, to the extent possible, greater resources by allocating more personnel to the wellness effort and reaching out to other agencies with similar programs to use as a model. BCPD should seek external funding through grants from such sources as the U.S. Department of Justice, Office of Community Oriented Policing Services (COPS) and the Law Enforcement Mental Health and Wellness Act (LEMHWA) Program.
9.2	Officers feel that the community does not understand the job of a police officer.	BCPD and the City should initiate programs to create positive interactions with the community enabling the community and officers to learn about each other. Some examples include citizens' police academies, police athletic leagues, and officer appreciation banquets hosted by local businesses. All of these programs contribute to officers interacting with the public in a non-enforcement context.

APPENDIX A:

MATERIALS AND DATA REQUESTED FOR BCPD ORGANIZATIONAL ASSESSMENT

CONTACT LISTS FOR INTERVIEWS/FOCUS GROUPS:

- BCPD command staff and sworn and professional BCPD staff
- Brooklyn Center city leadership and key stakeholders
- BCPD union contacts
- Community members who should be included in outreach for community interviews or focus groups

POLICIES/PROCEDURES:

- Any policies, procedures, strategies, and/or plans that have not been made publicly available at this time

TRAINING REQUIREMENTS:

- Any calendars and course materials for academy training and lateral and in-service training

FISCAL:

- Listing of overall expenses, including resources, staffing (including overtime), and equipment

DATA:

- Computer-aided dispatch data, including community- and officer-initiated calls for service (item requested from crime analyst)
  - Fields needed at the minimum: event ID (which can be used to link CFS with incident and arrest data), time (see below), location (xy coordinates, geocoded address, beat, district or patrol area, etc.), type of call, call disposition, call source (citizen or officer-initiated), unique unit/ID number at the officer level, and back up information (e.g., if several officers respond to the same call, that information should be provided either as separate rows with the same event ID, or with multiple officer ID numbers for the same event)
- Incidents with event IDs that can link the data with CFS and arrest (item requested from crime analyst)
- Citations
- Arrests with IDs that can link the data with CFS and incident (item requested from crime analyst)
- Officer staffing and assignment by hour, shift, day (item requested from crime analyst)
  - Including the length of a shift and the shift schedule (e.g., 10-hr shift, morning shift: 5am – 3pm, evening shift, night shift, etc.)
- Civilian/professional staffing and assignment (item requested from crime analyst)
- Automated vehicle locator (AVL) data (item requested from crime analyst)
- Any information on projected population or business/economic trends (item requested from community development director)

- Agency geographic boundaries (e.g., beats, districts) (item requested from crime analyst)

OTHER REQUESTS RELATED TO DATA:

- All CAD, incident, and arrest data should go back five years or more to better show trends over time
  - Including a common identifier that allows the tracking of a single event from the initial call, to the incident, and arrest
- All CAD, incident, and arrest data should be geocoded to the exact address, with no generalizing
- All CAD and incident data should have start/end times and information on the officer(s) who were assigned to the event
  - Including the time the call was received, the time officers were dispatched, the time the officers arrived, and the time the call was closed
- Officer staffing data should allow us to determine how many officers were working in a patrol capacity on a per shift basis
- Geographic boundaries should be in shape file or other spatially referenced data type

APPENDIX B:

OFFICERS PERCEPTIONS OF DEPARTMENT AND COMMUNITY

Please indicate whether you agree or disagree.	*Strongly Agree*	*Agree*	*Disagree*	*Strongly Disagree*	*Total*
The community members we encounter often seem grateful for the services police provide	0	8	9	2	19
Officers should spend the time it takes to answer all of a community member's questions	3	13	3	0	19
All people should be treated with respect regardless of their attitude	7	9	3	0	19
The public doesn't understand what it means to be a cop	9	10	0	0	19
Police officers have reason to be distrustful of most community members	1	4	12	2	19
Police officers are expected to gather information from victims of crime, not comfort them	1	5	10	3	19

In the PAST 12 MONTHS, how much training, if any, have you received in each of the following areas?	*4 hours or more*	*Less than 4 hours*	*None*	*Total*
How to de-escalate a situation so that you do not use force, or use the least amount of force necessary	12	5	2	19
Firearms training involving shoot-don't shoot scenarios	10	8	1	19
How to deal with individuals who are having a mental health crisis	12	6	1	19
Non-lethal methods to control a combative or threatening individual	8	11	0	19
How to deal with people so they feel they've been treated fairly and respectfully	6	12	1	19
Bias /implicit bias and fairness	7	9	3	19

Indicate the extent to which you agree with the following statements:	*Strongly Agree*	*Agree*	*Disagree*	*Strongly Disagree*	*Total*
I feel competent to deal with de-escalation situations	8	4	5	0	17

Indicate the extent to which you agree with the following statements:	*Strongly Agree*	*Agree*	*Disagree*	*Strongly Disagree*	*Total*
I feel competent to deal with shoot-don't shoot situations	7	6	5	0	18
I feel competent to deal with mental health situations	8	6	4	0	18
I feel competent to deal with situations involving combative individuals	11	5	2	1	19
I feel competent to deal with people so they feel they've been treated fairly and respectfully	7	8	3	0	18
I feel competent to deal with bias and fairness issues	7	5	3	1	16

Please indicate whether you agree or disagree with the following statements:	*Strongly Agree*	*Agree*	*Disagree*	*Strongly Disagree*	*Total*
For minor mistakes, the department helps officers with coaching and counseling rather than punishment	7	9	2	1	19
Getting good assignments depends on who you know, not on merit	4	2	10	3	19
In this agency, the disciplinary process is fair	4	11	1	2	18
Officers are treated with respect during disciplinary investigations	3	13	1	2	19
Employees are treated the same regardless of their gender	6	9	3	1	19
Employees are treated the same regardless of their race/ethnicity	7	7	4	1	19
The process for getting promoted within this agency is open and fair	5	6	7	1	19
I know the department's values and incorporate them into my daily work	4	13	2	0	19

Please indicate whether you agree or disagree with the following statements:	*Strongly Agree*	*Agree*	*Disagree*	*Strongly Disagree*	*Total*
I am considering/actively looking for a job with another law enforcement agency	4	3	9	3	19
I am considering quitting law enforcement and seeking a different career altogether	2	8	5	4	19

Please indicate whether you agree or disagree with the following statements:	*Strongly Agree*	*Agree*	*Disagree*	*Strongly Disagree*	*Total*
I intend to stay with my current agency because I feel I have a lot invested	2	9	6	2	19
I intend to stay with my current agency because I like working here	4	7	5	3	19
I feel committed to policing because I think it is a noble and honorable profession	9	8	2	0	19

Think about your experiences on the job. To what extent do you feel the following?	*To a very high degree*	*To a high degree*	*Somewhat*	*To a low degree*	*To a very low degree*	*Total*
Frustrated by my work	6	3	4	5	1	19
Burnt out because of my work	7	4	3	4	1	19
It drains my energy to work with the public	6	2	2	7	2	19
Frustrated because of working with the public	4	1	3	9	2	19
Emotionally exhausted because of my work	5	4	5	4	1	19
In working with the public, I feel I give more than I get back	7	5	2	4	1	19

Please indicate the extent to which you agree with the following:	*Strongly Agree*	*Agree*	*Neither agree nor disagree*	*Disagree*	*Strongly Disagree*	*Total*
I am not sure what determines how I can get a promotion in this organization	3	2	3	10	1	19
I am told promptly when there is a change in policy, rules, or regulations that affects me	4	11	2	2	0	19
It's really not possible to change things around here	1	3	5	9	1	19
There are adequate procedures to get my performance rating reconsidered if necessary	0	6	7	5	1	19

Please indicate the extent to which you agree with the following:	*Strongly Agree*	*Agree*	*Neither agree nor disagree*	*Disagree*	*Strongly Disagree*	*Total*
I understand the performance appraisal system being used in this organization.	2	6	6	4	1	19
When changes are made in this organization, the employees usually lose out in the end	2	2	6	9	0	19
Affirmative action policies and/ or diversity or inclusion practices have helped advance employment opportunities in this organization	0	1	12	4	2	19
In general, disciplinary actions taken in this organization are fair and justified	3	8	5	1	2	19
I am not afraid to "blow the whistle" on things I find wrong with my organization	6	9	2	2	0	19
If I were subject to an involuntary personnel action, I believe my agency would adequately inform me of my grievance and appeal rights	5	7	5	2	0	19
I am aware of the specific steps I must take to have a personnel action taken against me reconsidered	3	7	5	4	0	19
The procedures used to evaluate my performance have been fair and objective	3	5	8	1	2	19
I am aware of the standards used to evaluate my performance	4	8	3	3	1	19

For the following, please indicate how many times this has happened to you in the last TWO YEARS?	*4 or more times*	*2 or 3 times*	*Once*	*0 or Never*	*Total*
I have been injured on the job	1	9	4	5	19
I have been assaulted by a perpetrator/suspect	4	5	1	9	19
I have been in an at-fault vehicle collision on the job	0	2	2	15	19
I have had a disciplinary action against me by the department	0	2	4	13	19
There was an IA investigation of me at work	1	1	4	13	19

For the following, please indicate how many times this has happened to you in the last TWO YEARS?	*4 or more times*	*2 or 3 times*	*Once*	*0 or Never*	*Total*
I have been harassed by a fellow employee or supervisor based on race, ethnicity, religion, sexual orientation/gender identity	2	0	1	16	19
A resident complained about me unjustly	1	6	4	8	19

Please indicate your level of agreement with each of the following:	*Agree very much*	*Agree moderately*	*Agree slightly*	*Disagree slightly*	*Disagree moderately*	*Disagree very much*	*Total*
I feel I am being paid a fair amount for the work I do	3	5	7	1	2	1	19
There is really too little chance for promotion on my job	3	5	4	2	3	2	19
My supervisor is quite competent in doing his/her job	6	7	5	0	1	0	19
When I do a good job, I receive the recognition for it that I should receive	2	6	6	4	0	1	19
Many of our policies and procedures make doing a good job difficult	1	2	8	5	2	1	19
I sometimes feel my job is meaningless	1	4	3	5	4	2	19
Raises are too few and far between	1	1	5	7	3	2	19
Those who do well on the job stand a fair chance of being promoted	4	6	4	3	1	1	19
My supervisor is fair to me	8	5	6	0	0	0	19
The benefits we receive are as good as most other LE agencies offer	3	3	8	1	3	1	19
I do not feel that the work I do is appreciated	2	5	4	4	4	0	19

Please indicate your level of agreement with each of the following:	*Agree very much*	*Agree moderately*	*Agree slightly*	*Disagree slightly*	*Disagree moderately*	*Disagree very much*	*Total*
I find I have to work harder at my job than I should because of the incompetence of the people I work with	2	1	5	8	2	1	19
The goals of this organization are clear to me	3	4	4	4	2	2	19
I have too much to do at work	7	1	4	6	0	0	18
I often feel that I do not know what is going on with the organization	5	2	4	5	1	2	19
I feel a sense of pride in doing my job	4	6	5	3	1	0	19
There are benefits we do not have which we should have	4	8	5	2	0	0	19
There is too much bickering and fighting at work	3	3	4	3	5	1	19
My job is enjoyable	3	4	5	3	2	2	19

Please indicate how often your supervisor acts in this way:	*Always*	*Often*	*Sometimes*	*Rarely*	*Never*	*Don't Know/Not Applicable*	*Total*
My supervisor explains his/her decisions	5	5	7	2	0	0	19
My supervisor is supportive of employees when things get tough	7	5	6	1	0	0	19
My supervisor treats his/her employees with respect	6	9	4	0	0	0	19
My supervisor trusts me to make important decisions	8	7	4	0	0	0	19
My supervisor recognizes when employees are having problems on the job	6	7	4	2	0	0	19

Please indicate how often your supervisor acts in this way:	*Always*	*Often*	*Sometimes*	*Rarely*	*Never*	*Don't Know/Not Applicable*	*Total*
My supervisor makes clear what is expected	5	8	5	1	0	0	19
My supervisor encourages input when decisions are made	5	6	6	2	0	0	19
My supervisor's decisions are fair and consistent	5	9	5	0	0	0	19
My supervisor stands up for employees when they have done nothing wrong	8	4	6	1	0	0	19
My agency's leadership communicates effectively with the media and public	3	6	4	6	0	0	19
My agency's leadership sets a good example for everyone in the organization	3	6	6	3	1	0	19
My agency's leadership makes clear what is expected of employees	3	6	5	4	1	0	19
My agency's leadership encourages input from employees when decisions are made	3	5	3	5	3	0	19

When are you planning on retiring from this agency?	*Percent*	*Count*
Less than 1 yr.	5.56%	1
From 1 yr. to less than 2 yrs.	0.00%	0
From 2 yrs. to less than 5 yrs.	16.67%	3
From 5 yrs. to less than 8 yrs.	16.67%	3
Not for 8 years or more	61.11%	11
Total	100%	18

Do you plan to retire at:	*Percent*	*Count*
Full Retirement	83.33%	15
Early Retirement	16.67%	3
Total	100%	18

APPENDIX C:

NON-SWORN PERCEPTIONS OF DEPARTMENT AND COMMUNITY

Please indicate whether you agree or disagree.	*Strongly Agree*	*Agree*	*Disagree*	*Strongly Disagree*	*Total*
The community members we encounter often seem grateful for the services police provide	0	4	3	3	10
Officers should spend the time it takes to answer all of a community member's questions	2	4	4	0	10
All people should be treated with respect regardless of their attitude	4	5	1	0	10
The public doesn't understand what it means to be a cop	2	8	0	0	10
Police officers have reason to be distrustful of most community members	0	4	5	1	10
Police officers are expected to gather information from victims of crime, not comfort them	0	5	3	2	10

Please indicate whether you agree or disagree with the following statements on training:	*Strongly Agree*	*Agree*	*Disagree*	*Strongly Disagree*	*Total*
I am provided with opportunities to stay up to date in my field	3	4	2	1	10
I receive the same number of opportunities for training in my field as sworn personnel	1	2	5	2	10
I received sufficient training when I started in my current position	0	3	5	2	10
I would like to have more training opportunities	4	6	0	0	10
My agency does not understand the value of non-sworn staff	4	5	1	0	10

Please indicate whether you agree or disagree with the following statements:	*Strongly Agree*	*Agree*	*Disagree*	*Strongly Disagree*	*Total*
For minor mistakes, the department helps non-sworn staff with coaching and counseling rather than punishment	2	5	3	0	10
Getting good assignments depends on who you know, not on merit	0	3	5	2	10
In this agency, the disciplinary process is fair	1	6	2	1	10
My personal experiences and opinions are often dismissed by sworn personnel	1	2	5	2	10
The agency culture is accepting of non-sworn professionals	2	5	3	0	10
Non-sworn staff are treated with respect during disciplinary investigations	1	6	2	1	10
Employees are treated the same regardless of their sworn or non-sworn status	0	4	6	0	10
Employees are treated the same regardless of their gender	3	4	3	0	10
Employees are treated the same regardless of their race/ethnicity	2	6	2	0	10
The process for getting promoted within this agency is open and fair	2	4	3	1	10
I know the department's values and incorporate them into my daily work	4	6	0	0	10
My sworn co-workers are supportive	3	6	1	0	10
My non-sworn co-workers are supportive	2	5	3	0	10

Please indicate whether you agree or disagree with the following statements:	*Strongly Agree*	*Agree*	*Disagree*	*Strongly Disagree*	*Total*
I am considering/actively looking for a job with another law enforcement agency	1	1	5	3	10
I am considering quitting law enforcement and seeking a different career altogether	0	2	4	4	10
I intend to stay with my current agency because I feel I have a lot invested	3	5	2	0	10
I intend to stay with my current agency because I like working here	4	4	2	0	10
I feel committed to policing because I think it is a noble and honorable profession	5	4	1	0	10

Think about your experiences on the job. To what extent do you feel the following:	*To a very high degree*	*To a high degree*	*Somewhat*	*To a low degree*	*To a very low degree*	*Total*
Frustrated by my work	2	2	4	1	1	10
Burnt out because of my work	1	4	2	2	1	10
Frustrated because my expertise is often dismissed by sworn members	0	2	2	1	5	10
It drains my energy to work with the public	2	2	1	4	1	10
Frustrated because of working with the public	2	1	1	3	3	10
Emotionally exhausted because of my work	1	3	6	0	0	10

Please indicate the extent to which you agree with the following:	*Strongly Agree*	*Agree*	*Neither agree nor disagree*	*Disagree*	*Strongly Disagree*	*Total*
I am not sure what determines how I can get a promotion in this organization	0	4	2	2	2	10
I am told promptly when there is a change in policy, rules, or regulations that affects me	2	4	2	2	0	10
It's really not possible to change things around here	1	3	1	5	0	10
There are adequate procedures to get my performance rating reconsidered if necessary	0	2	5	3	0	10
I understand the performance appraisal system being used in this organization	1	2	3	2	2	10
When changes are made in this organization, the employees usually lose out in the end	0	1	6	3	0	10
Affirmative action policies and/or diversity or inclusion practices have helped advance employment opportunities in this organization	0	2	6	0	2	10
In general, disciplinary actions taken in this organization are fair and justified	1	4	5	0	0	10

Please indicate the extent to which you agree with the following:	*Strongly Agree*	*Agree*	*Neither agree nor disagree*	*Disagree*	*Strongly Disagree*	*Total*
I am not afraid to "blow the whistle" on things I find wrong with my organization	3	3	3	1	0	10
If I were subject to an involuntary personnel action, I believe my agency would adequately inform me of my grievance and appeal rights	2	4	3	1	0	10
I am aware of the specific steps I must take to have a personnel action taken against me reconsidered	1	2	5	2	0	10
The procedures used to evaluate my performance have been fair and objective	0	4	4	2	0	10
I am aware of the standards used to evaluate my performance	0	2	6	2	0	10

For the following, please indicate how many times this has happened to you in the last TWO YEARS:	*4 or more times*	*2 or 3 times*	*Once*	*0 or Never*	*Total*
I have been injured on the job	0	0	1	9	10
I have had a disciplinary action against me by the department	0	0	2	8	10
I have been harassed by fellow employee or supervisor based on race, ethnicity, religion, sexual orientation/gender identity	0	0	2	8	10

Please indicate your level of agreement with each of the following:	*Agree very much*	*Agree moderately*	*Agree slightly*	*Disagree slightly*	*Disagree moderately*	*Disagree very much*	*Total*
I feel I am being paid a fair amount for the work I do	1	3	0	2	1	3	10
There is really too little chance for promotion on my job	3	3	1	1	0	2	10
My supervisor is quite competent in doing his/her job	4	2	2	2	0	0	10

Please indicate your level of agreement with each of the following:	*Agree very much*	*Agree moderately*	*Agree slightly*	*Disagree slightly*	*Disagree moderately*	*Disagree very much*	*Total*
When I do a good job, I receive the recognition for it that I should receive	1	4	2	2	1	0	10
Many of our policies and procedures make doing a good job difficult	0	1	2	5	1	1	10
I sometimes feel my job is meaningless	0	2	1	2	1	4	10
Raises are too few and far between	3	4	0	3	0	0	10
Those who do well on the job stand a fair chance of being promoted	3	4	1	1	1	0	10
My supervisor is fair to me	4	2	3	0	0	1	10
The benefits we receive are as good as most other LE agencies offer	0	2	5	1	0	2	10
I do not feel that the work I do is appreciated	2	1	1	1	3	2	10
I find I have to work harder at my job than I should because of the incompetence of the people I work with	2	1	4	0	1	2	10
The goals of this organization are clear to me	4	2	3	0	1	0	10
I have too much to do at work	5	2	2	1	0	0	10
I often feel that I do not know what is going on with the organization	3	1	2	2	1	1	10
I feel a sense of pride in doing my job	5	5	0	0	0	0	10
There are benefits we do not have which we should have	3	5	0	2	0	0	10
There is too much bickering and fighting at work	2	1	1	2	2	2	10
My job is enjoyable	4	3	2	1	0	0	10

Please indicate how often your supervisor acts in this way:	*Always*	*Often*	*Sometimes*	*Rarely*	*Never*	*Don't Know/Not Applicable*	*Total*
My supervisor explains his/her decisions	2	0	3	4	1	0	10
My supervisor is supportive of employees when things get tough	3	3	2	1	1	0	10
My supervisor treats his/her employees with respect	4	2	3	1	0	0	10
My supervisor trusts me to make important decisions	3	5	1	0	0	1	10
My supervisor recognizes when employees are having problems on the job	0	2	3	3	1	1	10
My supervisor makes clear what is expected	2	0	5	2	0	1	10
My supervisor encourages input when decisions are made	3	1	2	3	1	0	10
My supervisor's decisions are fair and consistent	2	2	3	3	0	0	10
My supervisor stands up for employees when they have done nothing wrong	5	1	3	0	1	0	10
My agency's leadership communicates effectively with the media and public	3	3	2	2	0	0	10
My agency's leadership sets a good example for everyone in the organization	2	3	4	1	0	0	10
My agency's leadership makes clear what is expected of employees	2	3	4	1	0	0	10
My agency's leadership encourages input from employees when decisions are made	0	0	3	5	1	1	10

APPENDIX D:

OFFICER SAFETY AND WELLNESS

To what degree, if any, do you feel each item increased attention/scrutiny…	*Not at all*	*To a minimal degree*	*To some degree*	*To a great degree*	*Total*
made you more concerned about your safety than in the past?	0	0	7	20	27
resulted in the general population treating you with less respect than in the past?	0	1	6	20	27
made you less willing to stop and question those engaging in suspicious behavior?	0	2	6	19	27

Please indicate how the following safety equipment items make you feel:	*Safer*	*Less safe*	*Unsure*	*Total*
Ballistic vest/body armor	26	0	1	27
Body-worn camera	23	1	3	27
Cell phone	20	0	7	27
Latex gloves	12	1	10	23
In-car video camera	24	0	3	27
Protective gear for crowd control	22	0	5	27
Reflective vest for traffic control	20	2	5	27
Taser or other CED	24	0	3	27

Please rate the sufficiency of the following training types in your agency	*No training*	*Insufficient training*	*Somewhat sufficient training*	*Very sufficient training*	*Unsure*	*Total*
Active shooter response	3	9	7	8	0	27
Contacts with the mentally ill	2	1	9	15	0	27
Crowd control	2	9	11	5	0	27
Foot pursuit safety	10	5	5	6	0	26
Hands-on driving tactics (versus classroom)	0	6	6	15	0	27
High speed pursuit safety	0	6	9	12	0	27

Please rate the sufficiency of the following training types in your agency	*No training*	*Insufficient training*	*Somewhat sufficient training*	*Very sufficient training*	*Unsure*	*Total*
Identifying characteristics of weapon concealment	7	8	8	4	0	27
Officer rescue tactics	5	11	6	5	0	27
Recognizing indicators of ambush attacks	7	8	9	2	0	26
Recognizing indicators of assaults on officers	3	13	10	1	0	27
Safe handling of illicit drugs and precursor chemicals	2	12	5	8	0	27
Scenario-based encounter training (tactics/force)	0	8	6	13	0	27

If you use the following, how frequently?	*Occasionally*	*Frequently*	*Always*	*Total*
Ballistic vest/body armor	1	2	24	27
Body-worn camera	0	2	25	27
Reflective vest	20	4	0	24
Seat belt	0	3	24	27

Indicate whether your agency has sufficient resources in:	*Always*	*Most of the time*	*Inconsistently*	*Almost never*	*Total*
Back up support for calls	2	6	16	3	27
Enough officers on shift to ensure safety	1	0	11	15	27
Properly functioning vehicles	5	16	6	0	27
Properly functioning radios	16	10	1	0	27
Purchase of safety equipment that is requested by officers/association/ union	7	12	8	0	27
Refresher training on safety topics	5	13	8	1	27
Replacement of safety gear when I need it	11	12	4	0	27

Indicate the frequency with which you focus on the following:	*Not at all*	*Infrequently*	*Frequently*	*Always*	*Not Applicable*	*Total*
Eating healthy	0	10	16	1	0	27
Getting enough rest/sleep	0	12	15	0	0	27
Getting undisrupted sleep	0	9	17	1	0	27
Getting regular physical exams	2	17	5	3	0	27
Physical training or exercise	0	10	10	7	0	27
Quiet relaxation	0	16	11	0	0	27
Reducing alcohol use	2	5	12	4	4	27
Reducing caffeine intake	5	13	7	1	1	27
Reducing or quitting tobacco products	1	4	3	5	14	27
Maintaining a healthy weight	0	5	14	7	1	27
Seeking emotional support	1	10	12	3	1	27
Stress reduction activities	1	7	15	3	1	27

Have you been concerned about, had symptoms, or been diagnosed with the following in the last 5 years?	*Concerned about having*	*Have had symptoms*	*Have been diagnosed with*	*Total*
A job-related injury	10	6	7	23
Any/some form of cancer	2	1	1	4
Diabetes	2	4	2	8
Gastrointestinal issues	4	3	4	11
Heart condition or disease	4	2	1	7
High cholesterol	3	4	3	10
High blood pressure	5	7	4	16
Mental health issues	7	5	5	17
Poor sleep quality	8	15	3	26
Sleep disorders	5	6	3	14

Please indicate how often each of the following cause you stress	*Not at all*	*Infrequently*	*Frequently*	*Total*
Supervisors	5	17	4	26
Amount of work I have to do	3	10	13	26

Please indicate how often each of the following cause you stress	*Not at all*	*Infrequently*	*Frequently*	*Total*
Insufficient training	9	13	4	26
Inconsistent schedule/rotating shifts	10	9	7	26
Too much overtime	10	9	7	26
Not enough overtime	17	9	0	26
Unclear career path	10	7	9	26
Lack of professional development	6	11	9	26
Workplace culture	7	9	10	26
Peer relationships	12	10	4	26
Work/life balance	4	11	11	26

For each of the following items, indicate whether you agree or disagree that your agency makes safety a priority:	*Strongly agree*	*Agree*	*Disagree*	*Strongly disagree*	*Total*
Building security	3	6	1	16	26
Parking lot security	1	2	4	19	26
Safety equipment (fire extinguishers, AED)	6	19	0	1	26
Emergency training and planning	3	12	7	4	26
Fire safety	3	15	2	5	25
Weather safety	5	14	3	4	26
Intentional attacks	1	12	4	9	26
Ability to summon assistance	5	15	3	3	26

APPENDIX E:

NON-SWORN SAFETY AND WELLNESS

Indicate the frequency with which you focus on the following:	*Not at all*	*Infrequently*	*Frequently*	*Always*	*Not Applicable*	*Total*
Eating healthy	0	4	8	3	0	15
Getting enough rest/sleep	0	4	9	2	0	15
Getting undisrupted sleep	0	3	10	2	0	15
Getting regular physical exams	0	5	6	4	0	15
Physical training or exercise	0	7	4	4	0	15
Quiet relaxation	1	8	4	2	0	15
Reducing alcohol use	0	3	7	1	4	15
Reducing caffeine intake	1	7	4	1	2	15
Reducing or quitting tobacco products	1	0	2	2	10	15
Maintaining a healthy weight	2	5	6	1	0	14
Seeking emotional support	1	7	7	0	0	15
Stress reduction activities	3	4	5	3	0	15

Have you been concerned about, had symptoms, or been diagnosed with the following in the last 5 years?	*Concerned about having*	*Have had symptoms*	*Have been diagnosed with*	*Total*
A job-related injury	5	0	2	7
Any/some form of cancer	5	1	0	6
Diabetes	4	2	1	7
Gastrointestinal issues	6	2	2	10
Heart condition or disease	6	2	1	9
High cholesterol	4	4	3	11
High blood pressure	5	3	3	11
Mental health issues	6	6	4	16
Poor sleep quality	7	5	3	15
Sleep disorders	6	2	5	13

Please indicate how often each of the following cause you stress:	*Never*	*Infrequently*	*Frequently*	*Total*
Supervisors	3	9	3	15
Amount of work	1	3	11	15
Insufficient training	3	7	5	15
Inconsistent schedule/rotating shifts	9	3	3	15
Co-workers	5	8	2	15
Too much overtime	11	3	1	15
Not enough overtime	7	5	3	15
Unclear career path	5	6	4	15
Lack of professional development	6	3	6	15
Workplace culture	6	5	4	15
Peer relationships	6	7	2	15
Work/life balance	4	8	3	15

For each of the following items, indicate whether you agree or disagree that your agency makes safety a priority:	*Strongly agree*	*Agree*	*Disagree*	*Strongly disagree*	*Total*
Building security	3	8	3	1	15
Parking lot security	0	7	4	4	15
Safety equipment (fire extinguishers, AED)	3	10	2	0	15
Emergency training and planning	3	5	6	1	15
Fire safety	3	8	4	0	15
Weather safety	3	8	4	0	15
Intentional attacks	2	5	7	1	15
Ability to summon assistance	5	9	1	0	15

For each of the following, indicate your level of agreement:	*Strongly agree*	*Agree*	*Neither Agree or Disagree*	*Disagree*	*Strongly disagree*	*Total*
I feel safe at work	0	8	2	3	1	14
I am able to easily move in my physical environment	5	9	0	0	0	14
I feel a social connection to my coworkers	4	6	1	3	0	14

For each of the following, indicate your level of agreement:	*Strongly agree*	*Agree*	*Neither Agree or Disagree*	*Disagree*	*Strongly disagree*	*Total*
I experience high stress at work	3	8	2	1	0	14
I work longer hours than I am supposed to	2	3	3	4	2	14

For each of the following, indicate your level of agreement	*Strongly agree*	*Agree*	*Neither Agree or Disagree*	*Disagree*	*Strongly disagree*	*Total*
I am aware that my employer has an Employee Wellness Program	6	6	0	2	0	14
I know what that Wellness program offers	3	6	2	1	2	14
I know how to access the benefits of my Employee Wellness Program	2	5	2	4	1	14
I do use/would use employee resources to improve my personal wellness	6	5	3	0	0	14
I do use/would use employee resources to reduce my stress	5	6	3	0	0	14
I do use/would use employee resources to improve my emotional wellbeing	5	4	4	1	0	14
I do use/would use employee resources to improve my personal career growth	6	5	3	0	0	14
I do use/would use employee resources to improve my physical health	6	4	3	1	0	14

Please indicate the frequency with which you use the following components of your Employee Wellness program:	*Not at all*	*Infrequently*	*Frequently*	*Didn't know it was available*	*Total*
Mental health counseling	10	1	1	2	14
Career growth counseling	11	0	0	3	14
Financial planning	5	4	2	3	14
Legal referrals	9	1	0	4	14
Resource library	10	1	0	3	14
Health tracking	8	3	1	2	14

Please indicate the frequency with which you use the following components of your Employee Wellness program:	*Not at all*	*Infrequently*	*Frequently*	*Didn't know it was available*	*Total*
Wellness classes	10	1	1	2	14
Fitness class discounts	11	0	1	2	14
Primary care appointments	7	1	3	3	14
Specialty care appointments	7	2	1	4	14

What is your job assignment?	*Percent*	*Count*
Administrative, secretarial, or clerical support staff; reception; officer manager	38.46%	5
Budgeting, accounting, auditing, finance, timekeeping, payroll	0.00%	0
Communications or dispatch	0.00%	0
Crime or data analysis; research analyst	7.69%	1
Other:	7.69%	1
Attorney or legal work	0.00%	0
Criminal history record of database management; NCIC specialist	7.69%	1
Community outreach, community service or support, community liaison or organizer, advocate; volunteer coordinator	23.08%	3
Data entry	7.69%	1
Detention, booking, property, evidence, lockup or jail operations	0.00%	0
Evidence: collecting, forensic, fingerprint, crime scene, crime lab, polygraph or scientific analysis	0.00%	0
IT technical or systems support	0.00%	0
Parking enforcement; traffic aide; crossing guard	7.69%	1
Personnel or human resources; counseling	0.00%	0
Planning, policy, grant writing, program development	0.00%	0
Public affairs or media relations	0.00%	0
Trainer, instructor, or training coordinator	0.00%	0
Victim assistance or services, domestic violence outreach	0.00%	0
Facilities or fleet custodial maintenance or management	0.00%	0
Total	100%	13

APPENDIX F:

TABLE OF CFS

INCIDENT TYPE	2017	2018	2019	2020	2021	% CHANGE 2017-2021
ACCD UNK/INJURY	226	208	229	194	232	2.65%
ACCIDENT/PD	1674	1650	1552	1370	1184	-29.27%
ACCIDENT/PD/RPT	262	296	306	282	251	-4.20%
ACCIDENT/PI	615	492	480	646	633	2.93%
ACCIDENT/PI/RPT	9	11	8	7	13	44.44%
AFTER HOURS	153	162	63	58	33	-78.43%
ALARM/APARTMT	0	46	145	99	113	
ALARM/HOLDUP	221	145	104	118	98	-55.66%
ALARM/MEDICAL	91	137	104	100	157	72.53%
ALARM/POLICE	2047	2080	2020	1784	1753	-14.36%
ALLERGIC REACT	45	42	25	38	47	4.44%
ALM C/O MEDICAL	7	10	3	4	6	-14.29%
ALM CARBON MONOX	43	44	65	59	54	25.58%
ALM FIRE/APARTMT	94	93	0	0	0	-100.00%
ALM FIRE/BUSINESS	120	134	190	123	100	-16.67%
ALM FIRE/FALSE	3	2	6	1	0	-100.00%
ALM FIRE/HOUSE	76	82	90	65	77	1.32%
ALM FIRE/SCHOOL	7	6	17	6	2	-71.43%
ALM FIRE/TROUBLE	2	3	5	2	1	-50.00%
AMPUTATION	0	8	3	0	1	
ANIMAL COMPLAINT	1003	1095	1113	877	871	-13.16%
APARTMENT FIRE	14	16	13	14	8	-42.86%
APPLIANCE FIRE	23	24	37	34	10	-56.52%
ASSAULT	419	447	456	422	377	-10.02%
ASSAULT/RPT	158	129	122	130	156	-1.27%
ASSIST/CANINE	0	0	0	1	6	

INCIDENT TYPE	2017	2018	2019	2020	2021	% CHANGE 2017-2021
ASSIST/FIRE	39	36	28	39	49	25.64%
ASSIST/POLICE	1518	1465	1679	1587	1294	-14.76%
BIKE THEFT/RPT	38	26	40	29	18	-52.63%
BIRTH OF BABY	79	66	47	67	34	-56.96%
BLEEDING	229	193	210	230	282	23.14%
BOMB/DEVICE	11	0	0	0	5	-54.55%
BOMB/THREAT	7	0	0	7	11	57.14%
BREATHING PROB	634	655	743	761	693	9.31%
BROKEN BONES	53	52	63	53	66	24.53%
BURGLARY	232	273	195	239	351	51.29%
BURGLARY/RPT	129	113	113	101	173	34.11%
BURN	13	8	10	17	5	-61.54%
BUSINESS FIRE	18	0	12	10	21	16.67%
CAR IMPOUND	2	2	4	4	2	0.00%
CAR RELEASE	123	156	183	177	134	8.94%
CAR THEFT	112	167	214	205	193	72.32%
CAR THEFT/RPT	282	283	354	369	373	32.27%
CAR/STALLED	511	579	477	277	236	-53.82%
CHASE/PURSUIT	40	41	35	73	41	2.50%
CHILD ABUSE	104	84	93	74	47	-54.81%
CHOKING	28	18	21	44	22	-21.43%
CIVIL MATTER	1271	1191	1179	1260	1038	-18.33%
CK PROBLEM BURN	94	94	71	117	70	-25.53%
CONDITION/DEBRIS	140	121	117	110	73	-47.86%
COURT ORDERS	200	143	196	212	238	19.00%
CPR NEEDED	0	0	0	0	121	
CUSTOMER TROUBLE	900	697	752	928	774	-14.00%
DAMAGE PROP	187	108	216	147	177	-5.35%
DAMAGE PROP/RPT	271	282	308	287	313	15.50%

INCIDENT TYPE	2017	2018	2019	2020	2021	% CHANGE 2017-2021
DECIBLE LEVEL	0	2	0	0	0	
DISTURBANCE	1817	1742	1783	1957	1863	2.53%
DIZZY/FAINT	155	157	168	123	152	-1.94%
DK/SUSPECTED	325	282	259	149	184	-43.38%
DOMESTIC	3345	2989	3262	3415	3321	-0.72%
DOMESTIC/RPT	162	150	183	164	171	5.56%
DOWN/UNK PROB	158	110	202	235	193	22.15%
DRILL OR TEST	14	31	0	0	0	-100.00%
DROWNING	9	12	12	14	16	77.78%
DRUG OVERDOSE	321	329	357	389	422	31.46%
DRUNK PROBLEM	506	444	448	351	241	-52.37%
DUMPSTER FIRE	12	17	26	16	32	166.67%
ELECTRICAL FIRE	13	7	15	20	11	-15.38%
EMS/PRI 1	41	61	38	25	27	-34.15%
EMS/PRI 3	18	39	37	52	80	344.44%
ESCAPE	0	4	3	0	0	
ESCORT	191	146	148	146	151	-20.94%
EVICTION	4	5	3	7	3	-25.00%
FALL	438	462	425	428	433	-1.14%
FIGHT	823	849	854	734	440	-46.54%
FINGER PRINTS	58	44	70	30	12	-79.31%
FIRE OUT REPORT	6	8	3	9	1	-83.33%
FIRE/PRI 1	2	7	11	9	18	800.00%
FIRE/PRI 3	21	29	39	37	29	38.10%
FIREWORKS	105	116	121	213	105	0.00%
FORGERY	144	86	103	50	39	-72.92%
FORGERY/RPT	126	124	199	156	119	-5.56%
GARAGE FIRE	9	22	12	33	34	277.78%
GAS ODOR	72	95	73	72	57	-20.83%

INCIDENT TYPE	2017	2018	2019	2020	2021	% CHANGE 2017-2021
GRASS FIRE	20	25	12	27	81	305.00%
GUN PERMIT	0	6	1	4	0	
HANGUP 911	1381	1377	1638	1691	1395	1.01%
HARASSMENT	417	410	395	347	359	-13.91%
HAZARDOUS MATTER	0	0	0	1	0	
HEAD INJURY	53	72	90	63	83	56.60%
HEART	549	527	527	534	409	-25.50%
HELP/UNK PROBLEM	363	296	350	366	340	-6.34%
HIT DEER	24	28	17	21	25	4.17%
HOUSE FIRE	38	68	52	58	47	23.68%
HUNTING COMPLAIN	0	3	0	0	0	
ILLEGAL GRILLING	1	0	4	5	1	0.00%
ILLNESS	457	528	548	603	621	35.89%
INFORMATION ONLY	455	553	517	673	661	45.27%
INSPECTION	0	0	1	1	0	
INSULIN PROBLEM	125	138	105	150	136	8.80%
JUNKER VEHICLE	4	1	2	3	2	-50.00%
JUVENILE PROB	570	466	506	303	163	-71.40%
KIDNAP/ABDUC	8	0	20	0	14	75.00%
LANDLORD/TENANT	37	42	33	51	35	-5.41%
LICENSE/CANCEL	0	3	8	2	0	
LICENSE/REVOKED	4	5	2	4	4	0.00%
LICENSE/SUSPEND	2	5	1	0	0	-100.00%
LIFT ASSIST	250	263	401	433	495	98.00%
LITTER/DUMPING	59	53	54	88	63	6.78%
LOCATE ATTEMPT	354	505	419	335	326	-7.91%
LOCKED OUT/IN	98	123	127	87	92	-6.12%
LOUD MUSIC	388	398	406	575	534	37.63%
LOUD PARTY	193	159	152	201	176	-8.81%

INCIDENT TYPE	2017	2018	2019	2020	2021	% CHANGE 2017-2021
MENTAL PROBLEM	923	1099	1149	1419	1831	98.37%
MISSING PERSON	266	305	335	259	264	-0.75%
MOTORIST ASSIST	60	69	176	122	74	23.33%
MUTUAL AID POL	331	315	270	407	397	19.94%
NARCOTICS COMPL	751	705	694	484	304	-59.52%
NEIGHBOR TROUBLE	108	95	88	90	101	-6.48%
NO DATA RECEIVED	1	0	0	0	0	-100.00%
NO PAY	160	90	0	0	0	-100.00%
NOPAY	0	49	124	68	27	
NOTIFICATION	39	42	47	37	27	-30.77%
ON HOLD	0	3	0	0	0	
OPEN DOOR	99	61	84	79	43	-56.57%
PAIN	529	581	637	610	697	31.76%
PARKING COMPLAIN	1240	1223	2343	2601	1236	-0.32%
PARKING PERMIT	115	163	150	119	62	-46.09%
PHONE CALL	1294	1564	1635	1882	2101	62.36%
PHOTOS	0	0	0	1	0	
PICKUP/WARRANT	754	866	764	474	292	-61.27%
POISON	3	5	4	8	13	333.33%
POLICE INVESTIGATN	0	4	5	5	13	
POLICE/PRI 1	10	4	5	31	0	-100.00%
POLICE/PRI 3	34	39	22	16	9	-73.53%
PRACTICE BURN	2	0	0	3	2	0.00%
PROP LOST/FOUND	510	459	425	425	409	-19.80%
PROWLER	81	114	130	142	108	33.33%
PURGE/TEST	0	0	17	25	46	
RECOVERED VEH	400	357	426	451	424	6.00%
REFER ELSEWHERE	0	1	0	0	2	
REPO/PRIVATE TOW	0	123	603	608	690	

INCIDENT TYPE	2017	2018	2019	2020	2021	% CHANGE 2017-2021
REPO/PRIVATETOW	644	359	0	0	0	-100.00%
REPORTED DEAD	149	146	120	140	224	50.34%
RESCUE/EXTRICATE	17	9	10	22	15	-11.76%
RESIDENCE REVIEW	0	19	1	1	1	
RESIDENCE VISIT	407	600	572	162	87	-78.62%
ROBBERY	345	253	234	197	198	-42.61%
ROBBERY/RPT	24	23	49	32	61	154.17%
RUNAWAY	215	202	235	354	187	-13.02%
SAFETY CHECK	200	123	154	173	112	-44.00%
SEIZURE	278	278	292	229	205	-26.26%
SERVE PAPERS	109	97	59	32	34	-68.81%
SEX CRIME	64	117	68	47	74	15.63%
SEX/CRIME/RPT	65	107	131	101	106	63.08%
SHOOTING	57	92	61	154	283	396.49%
SHOOTING RPT	0	0	0	0	51	
SHOPLIFTER	557	552	513	434	304	-45.42%
SHOTS HEARD	305	160	282	365	554	81.64%
SIGN/SIGNAL PROB	46	58	63	56	44	-4.35%
SLUMPER	132	142	202	226	195	47.73%
SMOKE INDOORS	0	23	59	72	38	
SMOKE SEE/SMELL	76	53	0	0	0	-100.00%
SNOWMOBILE COMPL	0	0	1	5	4	
SPILL	12	10	2	4	4	-66.67%
SPOT CHECKING	801	955	659	586	308	-61.55%
STABBING	64	20	46	65	32	-50.00%
STROKE	122	97	135	118	107	-12.30%
SUBJECT STOP	537	615	464	373	124	-76.91%
SUSPICIOUS ACT	2909	3045	2738	2615	1990	-31.59%
SYSTEM DOWN	24	5	0	0	0	-100.00%

INCIDENT TYPE	2017	2018	2019	2020	2021	% CHANGE 2017-2021
TASK AT OFFICE	7	20	1	10	0	-100.00%
TEMP CODE	0	0	0	0	1	
THEFT	1317	1240	1446	1634	932	-29.23%
THEFT FROM AUTO	23	13	50	51	40	73.91%
THEFT/RPT	958	1024	1041	882	866	-9.60%
THFT FRM AUTO RP	331	315	357	392	460	38.97%
THREAT	480	390	483	386	471	-1.88%
TRAFFIC STOP	4852	6265	3931	3969	2356	-51.44%
TRAFFIC/COMPLAIN	650	580	508	535	448	-31.08%
TRAFFIC/WATER	0	0	0	0	1	
TRANSPORT	223	130	41	39	9	-95.96%
TREE/POLE FIRE	5	18	10	30	23	360.00%
TRESPASSING	419	417	500	578	489	16.71%
TRUCK WT/SIZE	0	1	0	0	0	
UNCONSCIOUS	572	577	628	633	564	-1.40%
UNWANTED PERSON	2003	2043	2154	2032	1795	-10.38%
UTILITY CHECK	107	119	136	79	87	-18.69%
VANDALISM	17	8	27	11	15	-11.76%
VANDALISM/RPT	39	36	96	32	27	-30.77%
VEH IN DITCH	40	79	80	34	52	30.00%
VEHCL ABANDONED	198	211	227	188	265	33.84%
VEHICLE FIRE	108	120	90	103	103	-4.63%
WASHDOWN	4	0	0	2	1	-75.00%
WATER/INCIDENT	0	21	13	0	0	
WEAPONS/CARRYING	313	390	440	452	378	20.77%
WEATHER PROBLEM	1	0	0	0	0	-100.00%
WELFARE CHECK	2307	2533	2455	2426	2371	2.77%
WIRE ARCING	9	15	6	18	9	0.00%
WIRE DOWN	12	14	12	10	9	-25.00%

APPENDIX G:

DOMESTIC VIOLENCE RESOURCES

END VIOLENCE AGAINST WOMEN INTERNATIONAL (EVAWI)

- Online Learning Institute (OLTI) Training Courses

INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE (IACP)

- Law Enforcement Response to Domestic and Sexual Violence and COVID-19
- IACP Agency Self-Assessment and Community Assessment: Approaches to Domestic & Sexual Violence
- IACP Intimate Partner Violence Response Policy and Training Content Guidelines
- IACP Model Policy Domestic Violence
- IACP Domestic Violence Report Review Checklist
- IACP Successful Trauma-Informed Victim Interviewing
- Training Program on Enhancing Rural Law Enforcement Response to Violence Against Women

THE OFFICE OF COMMUNITY ORIENTED POLICING SERVICES (COPS)

- Identifying and Preventing Gender Bias in Law Enforcement Response to Sexual Assault and Domestic Violence: A Roundtable Discussion
- Problem-Oriented Guides for Police: Domestic Violence

APPENDIX H:

GROUP A OFFENSES

Group "A" Offenses

NIBRS OFFENSES	NIBRS CODES	NIBRS OFFENSES	NIBRS CODES
Arson	200	**Human Trafficking**	
		-Commercial Sex Acts	64A
Assault Offenses		-Involuntary Servitude	64B
-Aggravated Assault	13A		
-Simple Assault	13B	**Kidnapping/Abduction**	100
-Intimidation	13C		
		Larceny/Theft Offenses	
Bribery	510	-Pocket Picking	23A
		-Purse Snatching	23B
Burglary/B&E	220	-Shoplifting	23C
		-Theft from Building	23D
Counterfeiting/Forgery	250	-Theft from Coin-Operated Machine or Device	23E
		-Theft from Motor Vehicle	23F
Destruction/Damage/Vandalism of Property	290	-Theft of Motor Vehicle Parts or Accessories	23G
		-All Other Larceny	23H
Drug/Narcotic Offenses			
-Drug/Narcotic Violations	35A	**Motor Vehicle Theft**	240
-Drug/Narcotic Equip. Violations	35B		
		Pornography/Obscene Material	370
Embezzlement	270		
		Prostitution Offenses	
Extortion/Blackmail	210	-Prostitution	40A
		-Assisting or Promoting Prostitution	40B
Fraud Offenses		-Purchasing Prostitution	40C
-False Pretenses/Swindle/ Confidence Games	26A		
-Credit Card/Automatic Teller Machine Fraud	26B	**Robbery**	120
-Impersonation	26C		
-Welfare Fraud	26D	**Sex Offenses (Forcible)**	
-Wire Fraud	26E	-Forcible Rape	11A
		-Forcible Sodomy	11B
		-Sexual Assault with An Object	11C
Gambling Offenses		-Forcible Fondling	11D
-Betting/Wagering	39A	**Sex Offenses (Non-Forcible)**	
-Operating/Promoting/ Assisting Gambling	39B	-Incest	36A
-Gambling Equip. Violations	39C	-Statutory Rape	36B
-Sports Tampering	39D		
		Stolen Property Offenses	280
Homicide Offenses			
-Murder/Non-Negligent Manslaughter	09A	**Weapon Law Violations**	520
-Negligent Manslaughter	09B		
-Justifiable Homicide	09C		

APPENDIX I:

TABLE OF RECOMMENDATIONS

NUMBER	FINDING	RECOMMENDATION
4.1	The BCPD does not have adequate patrol staffing to respond to the current level of community-driven CFS and have appropriate proactive time.	Based on the relief factor calculated for the BCPD, the department should authorize 12 additional positions and 36 officers for patrol to ensure the department employs enough officers who are able to conduct proactive community-policing activities and time away for training. The number of officers incorporates all time off including "Kelly" days.[56]
4.2	With limited staffing, the BCPD uses a staffing model that does not respond to the CFS demand from the community.	The BCPD currently authorizes ten positions for a 24-hour period. The result is two 12-hour shifts with five positions each. The CFS analysis indicates that demand is significantly higher during the afternoon hours and lowest during the early morning hours. The BCPD should allocate only four positions or sector cars from midnight to noon and then use the increased staffing to staff eight positions from noon to midnight.
4.3	The BCPD uses CSOs for selected CFS but does not fully utilize them for proactive assignments.	The BCPD should continue to use CSO for animal complaints and low-priority assignments, but also deploy them for proactive patrols in business districts or property crime hotspots to serve as a deterrent for crimes and call for an officer if they witness a crime in progress. The CSOs should patrol areas based on crime trends, staying in the location for at least 15 minutes.
4.4	The BCPD handles a high volume of domestic violence calls.	The BCPD should explore training resources available for patrol officers' response to domestic violence along with integrating the embedded social worker into follow-up when appropriate. The BCPD should also recognize that elevated levels of domestics may indicate that the community believes in their ability to resolve disputes and help victims.
4.5	The BCPD handles a high volume of burglar alarm calls.	The BCPD should work with other City agencies on researching a verified response ordinance and response model. The ordinance could alleviate the prevalence of false alarms and shift the burden of response to private companies.
4.6	The BCPD responds to a high volume of theft reports. Theft reports are common in Brooklyn Center with most of them never being cleared.	The BCPD should continue to pursue a platform for online reporting of criminal offenses and general information from the public. Using online reporting will alleviate the need for a sworn officer to respond to take the report and make reporting more convenient and timelier for the community. The BCPD should additionally research the ability of CSOs to take original investigative reports for theft or other misdemeanor property crimes where there is no suspect information.

56 A Kelly day is the term used for a time away from work because of the accumulation of hours in excess of 80 hours during a two week pay period.

NUMBER	FINDING	RECOMMENDATION
4.7	The BCPD maintains a SWAT Unit to respond to barricaded subjects and hostage situations.	The BCPD should pause using its own SWAT team until staffing levels are stable and the pool of experienced officers increases. Because of the high-risk nature of SWAT operations, frequent training is necessary for which the BCPD does not currently have the required staffing. The BCPD should partner with the Hennepin County Sheriff's Office to respond to incidents requiring a SWAT Unit in Brooklyn Center.
5.1	Six sergeants are needed to maintain 24/7 sergeant staffing.	BCPD should add two sergeants dedicated to supervising the patrol function. Adding the two sergeants to the existing six will allow sergeants to coach and mentor new officers while also providing more flexibility in the schedule to attend training themselves. A total of eight sergeants will allow the department to end the acting supervisor practice.
5.2	Sergeants' time away from patrol necessitates using acting supervisors.	The BCPD should end the acting supervisor practice once two additional sergeants are added. The acting supervisor practice is problematic with new or reluctant officers providing supervision.
5.3	New sergeants need appropriate training to ensure they have basic competencies and advanced skills.	Ensure new sergeants attend a mandatory training program that promotes community policing and organizational justice. With the addition of two sergeant positions, staffing will be sufficient for extended time away for training. Training first line supervisors is fundamental to creating a healthy culture and effective workforce.
5.4	Sergeants are key to fulfilling the mission of the department and set examples for officers about how to carry out the mission.	BCPD should ensure that all sergeants understand how the mission of the department is to be accomplished. Sergeants should be instructed on what specific activities they should model and the management style they should use.
6.1	The BCPD policy states that all follow-ups are handled by the Investigations Division. They are evaluated and assigned based on caseload, case assignment, and an evaluation of solvability factors.	The BCPD should revise their Policy Manual to specify what crimes will be investigated by the Investigations Division and what crimes can be followed-up by the Patrol Division. The policy should also include timelines for when cases will be reviewed and assigned to an investigator.
6.2	The BCPD is authorized for five detective positions and two task force positions. Currently only three detective positions are filled.	The BCPD should add one detective position to staff the Investigations Division with six detectives and one task force officer. If collective bargaining agreements allow for it, the task force positions should have tenure to allow a rotation of officers through the positions. The benefit of rotation is to provide career enhancement opportunities for patrol officers and provide the department with greater depth of knowledge for the Patrol Division. Additionally, task force officers can be pulled back to the BCPD for large investigations, such as homicides.

NUMBER	FINDING	RECOMMENDATION
6.3	The BCPD Patrol staff has limited career advancement opportunities because of the size of the department.	The BCPD should develop a policy to allow patrol officers to be detailed or detached to the Investigations Division once staffing is increased. Doing this will allow patrol officers the opportunity to learn more about investigations, thereby increasing their skill and ability to investigate crimes. Such a policy would also increase communication and the potential for patrol officer and investigators to work together on larger investigations.
6.4	The BCPD sworn detectives conduct the forensic analysis on smartphones and similar devices.	The BCPD should research hiring a non-sworn employee to conduct the forensic analysis of technology. Doing this would free detectives to engage in activities that only sworn employees can do, such as interview and interrogations. In addition, having such as position could be a career path for a records technician or CSO.
6.5	The BCPD currently does not track investigator caseload.	The BCPD should research whether its current RMS can support caseload tracking to better understand investigator's workload and capacity.
7.1	BCPD is severely understaffed in record technicians causing inaccurate crime statistics and delays in fulfilling requests from community members.	The BCPD should immediately fill all authorized positions for record technicians, and should add an additional position to support the expanded Patrol Division to end the report entry backlog and provide better service to community members who request reports and property.
7.2	The records clerks enjoy working at BCPD and provide outstanding customer service.	The BCPD should use current record technician testimonials as recruiting tools. The current staff reported that they enjoy their job and like working for the BCPD. Their positive testimonials could help recruit new employees to the department.
7.3	The physical security of the BCPD station is a concern for employees. Police and personal vehicles are not secured. The survey results found that 53 percent of non-sworn staff feel that parking lot safety is a concern.	The BCPD should work with the City to implement a plan for a physical security solution that balances openness to the community, aesthetics, and security for department employees. The department should consider the safety of the employees and the security of the building housing evidence and sensitive data that needs to be protected.
7.4	The survey results found that the non-sworn staff felt underappreciated compared to their sworn colleagues and lack training opportunities.	The BCPD should use the term professional staff when referring to non-sworn employees to reflect the critical nature of the roles they play for the department. Additionally, the BCPD should seek out more training opportunities for professional staff employees that may fall outside of traditional law enforcement training. For example, the BCPD should partner with local universities or vocational training institutes for computer software training.

NUMBER	FINDING	RECOMMENDATION
7.5	The BCPD needs to dispose of evidence at a faster rate to keep inventory levels below their maximum space.	The BCPD should start using FileonQ to push evidence status requests to case officers and create policies that ensure they are returned promptly to avoid purchasing additional space to store evidence.
8.1	Interviews and the focus group provided evidence that both community members and officers believe crime is out of control.	The BCPD leadership team should create a written and well communicated comprehensive crime reduction strategy collaboratively with the community. The BCPD should lead the creation but solicit and consider feedback from the community, local schools, and the city manager before implementation. The strategy should specify the methods for identifying problems and the decision-making process for formulating tactics. The strategy should be communicated to patrol officers and CSOs with enough detail that they understand how they can implement the plan. The BCPD should communicate the perception of a crime trend and possible solutions to the affected neighborhood.
8.2	Interviews found a lack of direction for patrol officers.	Using the crime reduction strategy from Recommendation 8.1, the Patrol Division leadership should make it clear to the patrol officers the style of policing desired by the department and the community. Patrol officers should be given specific guidance as to what activities to engage in for crime prevention efforts. The guidance should be driven by the overall strategy and trends based on data analysis.
8.3	The focus group found that the community supports officers and would like to see more officers hired and increased patrols. Surveys and interviews found that officers are emotionally exhausted, do not believe they are supported, and feel isolated.	The BCPD should leverage the support of community members by collaborating with the community to hold community member police academies, coffee- with-a-cop sessions, or similar events. The BCPD should research partnering with the local business owners to hold officer appreciation activities that recognize officers doing outstanding work. Bringing the community together with the officers for positive interactions should foster a reciprocal appreciation for both groups and help to foster renewed partnerships.
9.1	Officers report emotional exhaustion, stress, and no support from City government.	The Chief should proactively sponsor the officer wellness program and identify, to the extent possible, greater resources by allocating more personnel to the wellness effort and reaching out to other agencies with similar programs to use as a model. BCPD should seek external funding through grants from such sources as the US Department of Justice, Office of Community Oriented Policing Services (COPS) and the Law Enforcement Mental Health and Wellness Act (LEMHWA) Program.
9.2	Officers feel that the community does not understand the job of a police officer.	BCPD and the City should initiate programs to create positive interactions with the community enabling the community and officers to learn about each other. Some examples include citizens' police academies, police athletic leagues, and officer appreciation banquets hosted by local businesses. All of these programs contribute to officers interacting with the public in a non-enforcement context.

Council Regular Meeting

DATE: 7/24/2023

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: N/A
BY: Jesse Anderson

SUBJECT: Approval of a Transportation Economic Development Infrastructure (TEDI) Grant Application, to Support Phase 1 of the Opportunity Site

Requested Council Action:

- Motion to approve a resolution authorizing an application for a Department of Employment and Economic Development 2023 "TEDI" grant, to fund public infrastructure for Phase 1 of the Opportunity Site.

Background:

Since 2019, City staff have been working with Alatus LLC and their development partners Project for Pride in Living and Resurrecting Faith World Ministries, on build out of Phase 1 of the Opportunity Site. The proposed 15-acre mixed use development is to include over 700 units of mixed income housing, a small business incubator, and a conference center with associated service retail.

Phase 1 will also include the delivery of public infrastructure critical to the immediate, and long term buildout of the broader 80-acre Opportunity Site. Phase 1 public infrastructure encompasses a new approximately 1800' multimodal roadway segment with quality streetscaping, connecting Shingle Creek Crossing to John Martin Drive, and a regional stormwater pond system to provide the required stormwater management for approximately 60% of the Opportunity Site, and the entirety of the Phase 1 development site.
Without these public infrastructure elements, the community-derived vision of both Phase 1 and the Opportunity Site becomes effectively infeasible.

Anticipated funding for Phase 1 includes a mix of private financing, TIF financing, a collection of grants from Hennepin County and the Metropolitan Council, and, pending final financing. In effort to secure project funding while reducing the fiscal burden to the City of Brooklyn Center, City staff and the Alatus development team regularly seek out eligible grant programs to support the Phase 1 development project and its public infrastructure.

The Transportation Economic Development Infrastructure (TEDI) program was created to foster interagency coordination between the Departments of Transportation (MnDOT) and Employment and Economic Development (DEED) to finance infrastructure to create economic development opportunities, jobs, and improve all types of transportation systems statewide. The TEDI grant program appropriates funds to local governments for predesign, design, acquisition of land, construction, reconstruction, and infrastructure improvements that promote economic development, increase employment, and improve transportation systems to facilitate private investment and job creation.

Total available funding for the 2023 TEDI grant program is $1,962,400. While there is no funding request limit for the TEDI program, funding is balanced across the metropolitan and greater Minnesota areas. Traditionally, the TEDI program has funded around six projects at a range of amounts. Applications for the 2023 TEDI program are due September 22, 2023, with projects selected for approval in December 2023. Selected applicants must complete awarded projects within three years of execution of the funding agreement.

The Opportunity Site project team has identified the new Phase 1 public multimodal roadway as being a very competitive application for the 2023 TEDI grant program. City staff intend therefore to prepare and submit a funding application request for construction related costs of the roadway. Should funding be received, it is anticipated that grant reporting and administrative requirements will require minimal staff time. No additional Phase 1 project funding is required as part of this application, beyond what has previously been discussed and approved by City Council. No new Phase 1 project restrictions are created as part of this application.

The purpose of this action is to approve a resolution of support for the application of a 2023 TEDI grant, per grant program requirements.

2023 TEDI grant program details are included as an attachment.

Budget Issues:

This item will have no immediate effect on the budget.

Inclusive Community Engagement:

This item will support the community-driven development vision of the Opportunity Site, allowing for ongoing alignment with intended development goals.

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Targeted Redevelopment

ATTACHMENTS:

Description	Upload Date	Type
Grant Details	7/14/2023	Backup Material
TEDI Resolution	7/17/2023	Resolution Letter

Transportation Economic Development Infrastructure (TEDI) Application

2023 Instructions and Application

Authorizing Legislation

Minn. Stat. 116J.436

Background/Purpose

The Transportation Economic Development Infrastructure (TEDI) program is created to foster interagency coordination between the Departments of Transportation and Employment and Economic Development to finance infrastructure to create economic development opportunities, jobs, and improve all types of transportation systems statewide.

Eligible Projects

Funds appropriated for the program must be used to fund predesign, design, acquisition of land, construction, reconstruction, and infrastructure improvements that will promote economic development, increase employment, and improve transportation systems to accommodate private investment and job creation.

Money in the program shall not be used on trunk highway improvements, but can be used for needed infrastructure improvements and nontrunk highway improvements in coordination with trunk highway improvement projects undertaken by the Department of Transportation.

Eligible Applicants

Eligible Applicants for the Transportation Economic Development Infrastructure (TEDI) Program are local units of government.

Types of Funding Available

DEED provides funds as a grant.

Application Deadline

September 22, 2023

Funds Available

TEDI - $1,962,400

DEED has other public infrastructure grant programs such as the Greater Minnesota Business Development Public Infrastructure (BDPI) program (/deed/government/financial-assistance/business-funding/infrastructure/index.jsp) available through a separate application.

The Department of Transportation has additional funds available for trunk highway costs. Those funds and funding are coordinated with the TEDI program. The MnDOT Transportation Economic Development program (TED) funds are awarded through a separate application.

Maximum Award

There are no funding limits for proposals requesting funds from the TEDI Program. However, program funding must find appropriate geographical balance between the metropolitan area and greater Minnesota.

Match Requirement

There is no match requirement, however major components of scoring in the competitive process are the level of private investment and the leverage of nonstate funds. Applications with little or no leverage will likely be uncompetitive.

A local governmental unit's resolution certifying that the match being pledged in the application is in place is required. A sample resolution is attached.

Selection Criteria

The TEDI Program applications will be evaluated on the following criteria:

1. job creation (25 points)
2. increase in local tax base (20 points)
3. level of private investment (15 points)
4. leverage of nonstate funds (15 points)
5. improvement to the transportation system to serve the project area (25 points)
6. appropriate geographical balance between the metropolitan area and greater Minnesota (lower scoring applications can bump high scoring applications if DEED deems it necessary for geographic balance)

Please note, an application must receive a minimum of 50 points in order to be eligible for funding.

The most competitive applications are those that can demonstrate within their request the following:

- A strong, well-documented need and an effective solution. This would include documented financial costs, reasonable budgets, secured leverage resources;

- How the proposal addresses the goal of the application;
- Committed business(es), number of full-time jobs created or being created and their salaries;
- Project Readiness – will the project be started soon after DEED approval;
- Evidence that the Eligible Applicant is able to perform and complete the tasks stated within the application.

DEED Disbursement Requirements

When requesting payments, grantees can only request up to the percentage of funds that matches the percentage of TEDI funding in the project. Supporting documentation (including invoices and canceled checks) for all incurred costs (including the required match) must be included with each pay request in order for DEED to process payment. DEED will only reimburse for completed work that has been paid for by the grantee.

Time Table for Completion of Awards

Projects should be completed within three (3) years of execution of the funding agreement, unless an extension is requested by the awarded community in writing and approved by DEED. If the project has not proceeded in a timely manner (i.e., within six (6) months of scheduled construction start date), DEED has the authority to cancel the award.

Application Requirements/Time Table

Please submit an electronic application to DEED (/deed/assets/tedi-application_tcm1045-580035.docx), the approving authority.

The tentative schedule for selecting projects will be as follows:

- **June 15, 2023**: Solicitation announcement distributed
- **June 15 - September 22, 2023**: Applications prepared (DEED and MnDOT offer guidance)
- **July 10, 2023: TED/TEDI informational session (see information below)**
- **September 22, 2023**: Applications due to DEED for TEDI and MnDOT for TED
- **December 2023**: Projects selected and approved

Program/Application Informational Session

An informational session was held via Microsoft Teams

- Presentation (/deed/assets/2023-tedi-presentation_tcm1045-583937.pdf)

Reporting Requirements

DEED will provide each grantee with the necessary annual reporting documents. Reports must be provided to DEED upon request.

Application Submittal

Eligible applicants must email their application to Jeremy.lacroix@state.mn.us (mailto:Jeremy.lacroix@state.mn.us) . Application format should meet the following requirements:

- One PDF file for application and attachments
- All pages in application should be 8.5" x 11"
- Maximum file size of under 5MB

Applications must be received by DEED by **4:00 pm on September 22, 2023**. You will receive an email confirmation that you application was received. If you do not receive a confirmation, you should assume the application was not received.

Contacts

Jeremy LaCroix
651-259-7457
jeremy.lacroix@state.mn.us (mailto:Jeremy.lacroix@state.mn.us)

Patrick Armon
651-259-7457
partick.armon@state.mn.us (mailto:partick.armon@state.mn.us)

Application Instructions

Eligible Applicants may apply for assistance from the TEDI Grant Program using the TEDI Application if they have an Eligible Project.

DEED Community Finance staff, with the assistance of MnDOT staff, shall analyze all applications and base their funding decision on the information provided within each application. There may be instances when staff will require additional information prior to making a funding decision. The DEED Commissioner will provide final approval.

Please do not submit Program Concept and Application Instructions with your application.

Please answer all questions. Failure to do so will affect application scoring.

If the proposal submitted is not eligible for DEED's funding, DEED may recommend alternative funding resources.

Member introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION APPROVING AUTHORIZING A TRANSPORTATION ECONOMIC DEVELOPMENT INFRASTRUCTURE (TEDI) PROGRAM APPLICATION

WHEREAS, the Transportation Economic Development Infrastructure (TEDI) program was created to finance infrastructure to enhance economic development opportunities, create jobs, and improve all types of transportation systems statewide; and

WHEREAS, the City of Brooklyn Center will submit an application to the TEDI program to fund infrastructure improvements to Phase 1 of the 80 Opportunity Site, which is the most significant development opportunity within the City of Brooklyn Center; and

WHEREAS, Phase 1 will establish the preliminary, foundational transportation and stormwater infrastructure, and include an approximately 1800ft new multimodal roadway, referred to as the "Parkway", which includes sidewalks, shared use trail, and boulevard; and

WHEREAS, Phase 1 public infrastructure is critical to anchor and support both immediate and future development. Due to a lack of and/or insufficient existing infrastructure, without Phase 1 infrastructure elements, the community-driven vision for the Opportunity Site because effectively infeasible.

WHEREAS, that, the City of Brooklyn Center, has established a TIF district to support Phase 1 redevelopment, and that the City has committed to being a fiscal partner and supporter of the Phase 1 redevelopment project.

WHEREAS, that the City of Brooklyn Center has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate construction, operation, maintenance, and replacement of the proposed project for its design life.

WHEREAS, that the City of Brooklyn Center has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest, or other unlawful or corrupt practice.

NOW, THEREFORE, BE IT RESOLVED that, after appropriate examination and due consideration, the governing body of the City:

1. That upon approval of its application by the state, the City of Brooklyn Center may enter into an agreement with the State of Minnesota for the above-referenced project, and that it will comply with all applicable laws and regulations as stated in all contract agreements, that the City of Brooklyn Center will repay the grant if milestones are not realized by the completion date identified in the Application.

2. Authorizes the City Manager to act as the legal sponsor for the project contained in the TEDI Program Application to be submitted on September 22, 2023, and that the City Manager is hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of Brooklyn Center, and is hereby authorized to execute such agreements, and amendments thereto,

RESOLUTION NO. _____

as are necessary to implement the project(s) on behalf of the applicant.

July 24, 2021
Date

_____
Mayor

ATTEST: _____
City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member

and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:
whereupon said resolution was declared duly passed and adopted.

Council/EDA Work Session
City Hall Council Chambers
July 24, 2023

AGENDA

ACTIVE DISCUSSION ITEMS

1. Scannell Tax Increment Financing Request – Former Sears Property

   Provide direction to staff regarding Scannell Properties request for Tax Increment Financing to redevelop the former Sears Site.

PENDING LIST FOR FUTURE WORK SESSIONS

1. Upcoming Items
   - Memorial Policy
   - Special Assessment Policy/Franchise Fees *(referred to Financial Commission)*
   - Beautification and Public Art Commission
   - Liquor Store 2
   - Organizational Chart-Budget work sessions
   - New and Repeat Type IV Rental License Review *(referred to Housing Commission)*
   - Food Truck Ordinance/License
   - Emerald Ash Borer Policy Review (*referred to Park & Rec Commission November)*
   - Opioid Settlement
   - ARPA Funds
   - ~~Police Labor Study~~
   - Grants: Revenues & Expenses
   - Purchasing Policy
   - Commercial Vacant Building Fees
   - Interveners Impact
   - Revisit Resolution 2021-73

Council/EDA Work Session

DATE: 7/24/2023

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: Jesse Anderson, Community Development Director
BY: Jason Aarsvold, EDA Project Management - Ehlers

SUBJECT: Scannell Tax Increment Financing Request – Former Sears Property

Requested Council Action:

Provide direction to staff regarding Scannell Properties request for Tax Increment Financing to redevelop the former Sears Site.

Background:

The City received an application for Tax Increment Financing (TIF) assistance from Scannell Properties related to the former Sears Buildings located at 1297 Shingle Creek Crossing. Scannell Properties proposes to redevelop the site by demolishing the two existing buildings and rebuilding two class A office/warehouse buildings totaling 230,000 sq. ft.

On August 8, 2022, the project received its land use approvals as outlined under Planning Commission Application No. 2022-004 and as approved by City Council under City Council Resolution No. 2022-76 with the intent to proceed. In addition, the City secured a Tax Base Revitalization Account (TBRA) grant from the Met Council in the amount of $863,400 to help cover the cost of asbestos abatement in the existing buildings. Since that time, however, cost and interest rate increases have made the project financially infeasible and unable to move forward. After discussions with City staff about potential options, Scannell determined that a request for TIF may help the project proceed.

The development site will likely qualify as a Redevelopment TIF District with up to 26 years of potential TIF collections. Scannell's initial request was for up to $4 million in pay-as-you-go (PAYGO) TIF. In a PAYGO financing, the developer is responsible for raising and/or financing 100% of the project costs. The City does not provide any funding up front. Instead, once the project is complete, the City issues a PAYGO promissory note to the developer. Tax increment generated within the TIF district goes to the City, and the City makes payments on the note to the developer using TIF collected in the district.

If TIF collections in the district are less than anticipated, the City is not responsible for making up the difference, and it is therefore the developer's risk. At the end of the term of district/note, if a balance remains on the note, the City is again not responsible for making up the difference.

Based on an initial estimate by Ehlers, the project will likely only generate about $3 million in present value increment over the full 26-year duration of a new TIF district. Ehlers also reviewed the developer's pro forma for the project to determine what minimum level of assistance is necessary for financial feasibility. Based on this analysis, the project should be financially feasible with approximately $2 to $2.3 million in total assistance which is a projected 12 to 15 years of total payments. This level of assistance would help

the project proceed without needing to tie up the tax base for 26 years.

The purpose of this action is to understand if there is council support to consider the use of tax increment for this project. If so, staff, Ehlers and the developer will need to continue refining projections to determine a more precise amount of assistance and return for formal action

Next Steps:

If the Council wishes to proceed, staff will begin working with the developer to draft a term sheet that will outline the specific amount and conditions for any TIF assistance. If the term sheet is approved, the process to create a new TIF district and draft a TIF assistance agreement would begin. The TIF District and TIF Assistance Agreement would both require formal approval by the City Council and the EDA

Budget Issues:

This item is for discussion only and will have no immediate effect on the budget. This item is for discussion only will have no immediate effect on the budget.

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Targeted Redevelopment

ATTACHMENTS:

Description	Upload Date	Type
8-8-2023 City Council Memo	7/17/2023	Backup Material

Council Regular Meeting

DATE: 8/8/2022

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: Meg McMahan, Community Development Director
BY: Ginny McIntosh, City Planner and Zoning Administrator

SUBJECT: Planning Commission Application No. 2022-004 for the Re-Plat, Re-Zoning, and Establishment of a Planned Unit Development, and Amendments to the Zoning Code and 2040 Comprehensive Plan to Allow for the Re-development of the Former Sears Site (1297 Shingle Creek Crossing)

Requested Council Action:

(i) Motion to adopt a resolution regarding Planning Commission Application No. 2022-004, for approval of a preliminary and final plat, site and building plan, Zoning Code amendment, re-zoning and establishment of a Planned Unit Development for the Subject Property located at 1297 Shingle Creek Crossing, and commonly known as the former Sears site, and a recommended amendment to the City's 2040 Comprehensive Plan to allow for a future land use re-designation of the Subject Property from Transit-Oriented Development (TOD) to Business Mixed-Use (B-MU), based on the findings of fact and submitted plans, and as amended by the conditions of approval in the resolution.

(ii) Motion to approve a first reading of an ordinance amending Chapter 35 of the Zoning Code of Ordinances regarding the zoning classification of the Subject Property located at 1297 Shingle Creek Crossing and set the second reading and public hearing for August 22, 2022.

Background:

Scannell Properties, Inc. on behalf of Transformco ("the Applicant") is requesting review and consideration of a proposal that would allow for the re-plat and subsequent re-development of the former Sears site, which encompasses a two-story Sears department store and Sears Auto Center on approximately 15-acres at 1297 Shingle Creek Crossing ("the Subject Property"). The aforementioned businesses closed in 2018 and have remained vacant since. As proposed, the redevelopment would result in construction of two business park-type buildings, of approximately 120,000-square feet and 110,000-square feet, respectively, and related site improvements.

Due to the nature of the request, approval of a preliminary and final plat, site and building plan, re-zoning and establishment of what would be a new Planned Unit Development (PUD) is required. An amendment to the Zoning Code is also necessary to remove the Subject Property from the Central Commerce Overlay District, in addition to a comprehensive plan amendment to accommodate a future land use re-designation.

In May and November 2021, concept reviews were held by the City Council to discuss the proposal to re-develop the Subject Property with a speculative light-industrial and office use. During the May concept review, City Council provided feedback on the initial concept plan, of which included requests to provide a greater mix of uses, a site layout and design that adds value to the adjacent Shingle Creek Crossing shopping

center, and an overall high finish level on the buildings, with four-sided architecture, and a focus on enhancing the Highway 100 frontage.

A follow-up with Council was requested by the Applicant in November 2021 to further discuss their proposal, a revised concept plan, how they might better align with City goals, and receive direction from Council on whether to proceed with a formal submittal or not. City staff also requested Julie Kimble of KimbleCo to participate in a discussion on behalf of the City to ensure a collective understanding of the City's goals as well as current market realities in the Twin Cities and constraints on the Subject Property.

Prior to submittal of this application, the Applicant held a virtual community meeting to discuss the proposed redevelopment of the Subject Property, and market analysis undertaken to determine the demand of use in the Twin Cities market. The Applicant also submitted preliminary plan sets to City staff for review and refinement between February and May 2022.

The Planning Commission held a public hearing for the aforementioned application at their meeting on June 23, 2022, and the Commissioners entered into a lengthy discussion on the proposal. The Applicant was present at the meeting and fielded questions from the Commissioners regarding the speculative use, potential tenants and uses, the outlined conditions of approval and restrictions surrounding outside storage and display, distribution centers, and a maximum proposed 80-percent industrial/warehouse use and minimum 20-percent non-warehouse use. Further discussions were held regarding overall site circulation, potential truck traffic, and completion of an existing trail gap along Highway 100. No public comments were provided in advance of or during the meeting.

The Applicant noted at the June 23, 2022 Planning Commission meeting that the 80-20 mix use restriction was fairly uncommon in this type of product and indicated that it would force the Applicant to attract users that have lower truck volumes, and reiterated their interactions with City staff in concentrating truck traffic to the south access road fronting along Highway 100, and running behind Walmart (1200 Shingle Creek Crossing), and away from the shared north access between the Subject Property and Shingle Creek Crossing. The Applicant provided context to the Commissioners surrounding the continued interest for retail/restaurants, and a market study the Applicant commissioned to determine the highest and best use. The Applicant also provided example users for this type of product and other example developments in the Twin Cities metro.

Following close of the public hearing, the Planning Commission elected to recommend (3-1) City Council approval of the requested preliminary and final plat, site and building plan, amendment to remove the Subject Property from the Central Commerce Overlay District, re-zoning and establishment of a Planned Unit Development, and a recommended amendment to the City's 2040 Comprehensive Plan to re-designate the Subject Property from Transit-Oriented Development (TOD) to Business Mixed-Use (B-MU).

This item was originally scheduled for review at the July 11, 2022 City Council meeting, but was tabled to the July 25, 2022 Council meeting. At the July 25, 2022 Council meeting, a request was made by Mayor Elliott to amend the Council agenda to move the item from Planning Commission items (Item 9.a) to Presentation items (Item 7.a) and proceed with the presentation of the item, but table consideration of the item to the next meeting (August 8, 2022).

City staff provided a presentation of Planning Commission Application No. 2022-004. Councilmembers Graves, Lawrence-Anderson, and Ryan, and Mayor Pro-Tem Butler inquired on certain aspects of the project, including the sole dissenting vote at Planning Commission, traffic, lighting, and landscaping, and provided commentary. Dan Salzer of Scannell Properties (Applicant) was also present and answered questions of the Council with regard to the construction timeline, and lead times on materials. Following

review of the application, the present Councilmembers were in consensus in proceeding with a motion; however, elected to keep with the amended agenda and continue the item to the August 8th Council meeting.

A copy of the Planning Commission Report for Planning Commission Application No. 2022-004, dated June 23, 2022, and City Council resolution regarding the requested preliminary and final plat, site and building plan, re-zoning and establishment of a Planned Unit Development, and amendments to City's Zoning Code and 2040 Comprehensive Plan are included with this memorandum. In order for the proposal to proceed, an approval of all requests is ultimately required.

As the request by the Applicant includes a request to re-zone the Subject Property from a PUD/C2 (Planned Unit Development/Commerce) District to a PUD/MX-B (Planned Unit Development/Business Mixed-Use) District, City Code dictates that the City's Zoning Code be amended to reflect the re-zoning. A draft copy of the ordinance language is included for review.

Should the City Council proceed with the re-zoning, a motion to approve a first reading of an ordinance amending Chapter 35 of the Zoning Code of Ordinances regarding the Subject Property located at 1297 Shingle Creek Crossing would be required. In order to keep within Minnesota state statute requirements with regard to review timelines, and given delays in reviewing the project application, the related ordinance amendment was submitted for publication to the Sun Post, setting the second reading and public hearing to August 22, 2022.

The request for a Comprehensive Plan Amendment will require a separate submittal to the Metropolitan Council for review and any final approval; however, a recommendation from the local planning body and local governing body authorization is required to proceed with a submittal.

Budget Issues:

None to consider at this time.

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Resident Economic Stability, Targeted Redevelopment, Safe, Secure, Stable Community

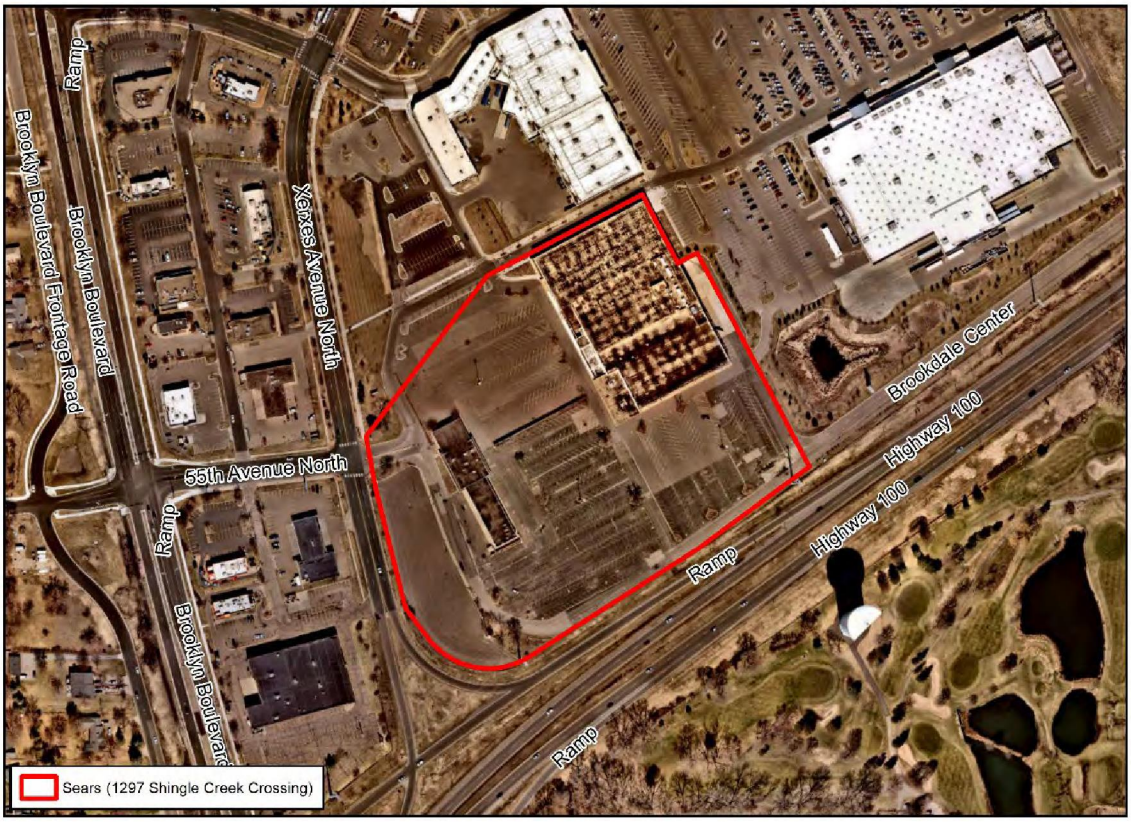
ATTACHMENTS:

Description	Upload Date	Type
Staff Report and Exhibits - Sears Redevelopment - 1297 Shingle Creek Crossing (PC 06.23.2022)	7/6/2022	Backup Material
1st Reading-Ordinance Amendment-Rezoning (1297 Shingle Creek Crossing)	7/21/2022	Ordinance
Resolution - Sears Redevelopment (1297 Shingle Creek Crossing)	8/2/2022	Resolution Letter

Planning Commission Report
Meeting Date: June 23, 2022

- Application Filed: 05/24/2022
- Review Period (60-day) Deadline: 07/23/2022
- Extension Declared: N/A
- Extended Review Period Deadline: N/A

Application No.	2022-004
Applicant:	Scannell Properties, Inc (on behalf of Transformco)
Property Owner:	Sears, Roebuck & Company
Location:	1297 Shingle Creek Crossing
Requests:	Preliminary and Final Plat, Comprehensive Plan Amendment, Site and Building Plan, Establishment of a Planned Unit Development/Rezoning and Zoning Code Text/Map Amendment to Remove Subject Property from Central Commerce Overlay District



Map 1. Subject Property Location (1297 Shingle Creek Crossing)

Requested Action

Scannell Properties, Inc. on behalf of Transformco ("the Applicant") is requesting review and consideration of a proposal that would allow for the re-plat and subsequent re-development of the former Sears site, which encompasses a two-story Sears department store and Sears Auto Center on approximately 15-acres at 1297 Shingle Creek Crossing ("the Subject Property"). As proposed, the redevelopment would result in construction of two business park-type buildings, of approximately 120,000-square feet and 110,000-square feet, respectively, and related site improvements.

Due to the nature of the request, approval of a site and building plan, preliminary and final plat, and a re-zoning and establishment of what would be a new Planned Unit Development (PUD) is required. A zoning code text amendment is also necessary to remove the Subject Property from the Central Commerce Overlay District, in addition to a comprehensive plan amendment to accommodate a future land use re-designation. Refer to Exhibit A for the provided project narrative and plans.

As part of the application process, a public hearing notice was submitted to the Brooklyn Center *Sun Post* for publication on June 9, 2022 (Exhibit B), and notices were mailed to property owners within vicinity of the Subject Property. A virtual meeting was also held with the public by the Applicant to discuss the proposed re-development and market needs.

Development Pattern



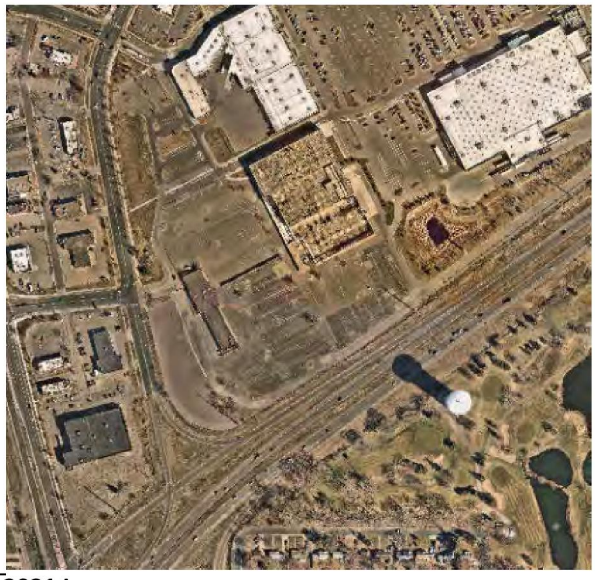
1956 Imagery



1962 Imagery



1971 Imagery



2021 Imagery

Image 1. Historical and Current Imagery of Sears Area (Courtesy: MHAPO, Hennepin County).

Existing Conditions



Image 2. Existing Site Conditions at Subject Property.

Background

Although the Sears Department Store and Sears Auto Center closed their doors in 2018, it was not until late 2020 that Sears initiated a formal process to solicit offers from private parties to acquire the approximately 15-acre Subject Property. It was through a merger agreement that Transformco began

conducting its own market analysis and worked with local brokers to identify a feasible re-use for the Subject Property. Following a Request for Proposals (RFP) in late 2020, a redevelopment partner, Scannell Properties, Inc. was selected.

Since their respective closures, both buildings have also water main breaks, and a major break at the Sears Auto Center in 2019 required issuance of a pumping discharge permit from the Minnesota Pollution Control Agency (MPCA), and water sampling to be conducted for contaminants. Despite the parking lots and entrances having barriers in place, City staff regularly conduct checks on the buildings due to numerous break-ins, which require the buildings to be swept due to life, health, and safety concerns, and re-secured.

On April 28, 2021, City Council authorized an application to the Metropolitan Council's Tax Base Revitalization Account (TBRA) for funding to assist with the environmental remediation of the Subject Property; however, said application did not move forward in the funding process. A subsequent application to the Environmental Response Fund (ERF) was submitted to Hennepin County in the amount of $163,000, which was awarded for assistance in preparing a Phase I Environmental Site Assessment (ESA), a Phase II ESA, a Response Action Plan, associated consulting activities, and any associated Minnesota Pollution Control Agency (MPCA) fees. Scannell Properties, who specializes primarily in light industrial and commercial business center-type products, subsequently conducted due diligence on the Subject Property, including an environmental assessment. As part of this assessment, it was determined there was significant asbestos present that would require remediation prior to any demolition.

A concept review was held with City Council on May 24, 2021, with a follow-up review occurring on November 22, 2021 (Exhibit C). It was during these reviews that City Council was presented with a proposal to re-develop the Subject Property with a speculative light-industrial and office use. During the May concept review, City Council provided feedback on the initial concept plan, of which included requests to provide a greater mix of uses, a site layout and design that adds value to the adjacent Shingle Creek Crossing shopping center, and an overall high finish level on the buildings, with four-sided architecture, and a focus on enhancing the Highway 100 frontage.

A follow-up with Council was requested by the Applicant in November 2021 to further discuss their proposal, a revised concept plan, and how they might better align with City goals. City staff also requested Julie Kimble of KimbleCo to participate in a discussion on behalf of the City to ensure a collective understanding of the City's goals as well as current market realities in the Twin Cities and constraints on the Subject Property.

The Subject Property is currently zoned PUD/C2 (Planned Unit Development/Commerce) District, and the underlying C2-Commerce District primarily allows for retail and service type uses. This zoning designation is specific to the former Brookdale Mall, and any reuse of the Subject Property would require a re-zoning to a new Planned Unit Development as the current PUD in place was structured to accommodate the continued operations of Sears following demolition of the Brookdale Mall and re-development of the surrounding lands into what is the Shingle Creek Crossing retail center today.

As proposed, the Subject Property would require a re-zoning to PUD/MX-B (Planned Unit Development/Business Mixed-Use) District, which aligns more closely with the City's current I-1 (Industrial Park) District. Given this re-designation, the City is also requesting a future land use re-designation of the Subject Property under the 2040 Comprehensive Plan from TOD (Transit-Oriented Development) to B-MU (Business Mixed-Use).

Site Data:

2040 Land Use Plan:	TOD (31.01-130 Dwelling Units per Acre)
Neighborhood:	Centennial
Current Zoning:	Planned Unit Development/Commerce District (PUD/C2) | Central Commerce Overlay District
Site Area:	Approximately 15 Acres

Surrounding Area:

Direction	2040 Land Use Plan	Zoning	Existing Land Use
North	TOD	PUD/C2 District and Central Commerce Overlay District	Commercial
South	ROW	N/A	Highway 100 (Major Highway)
East	TOD	PUD/C2 District and Central Commerce Overlay District	Commercial
West	TOD	C2 (Commerce) District and Central Commerce Overlay District	Commercial

REQUESTS

PRELIMINARY AND FINAL PLAT

As proposed, the Applicant intends to re-plat the Subject Property to satisfy lending requirements for separate entities for each building. The existing Registered Land Survey No. 0936, which encompasses the former Sears Department Store, Sears Auto Center, and site improvements, would therefore be re-platted to accommodate the two proposed buildings as Lot 1, Block 1 (approximately 8.07 acres and encompassing Building A of approximately 110,000-square feet), and Lot 2, Block 1 (approximately 7.19 acres and encompassing Building B of approximately 120,000-square feet), of the NORTH 100 BUSINESS PARK ADDITION.

Although the buildings would be located on separate lots, their access points, truck court, and select site improvements would be would be shared. The proposed redevelopment would also require shared access agreements with the adjacent Shingle Creek Crossing, given that their proposed off access off 55th Avenue North and along the frontage road running parallel to Highway 100 runs through the Shingle Creek Crossing development.

The Applicant indicated that there are no proposals to vacate any public easements on the Subject Property at this time; therefore, no separate vacation process is required.

City staff conducted a review of the submitted preliminary and final plat against City Code requirements, and specifically Section 15 (*Platting*) of the City Code of Ordinances and indicated that a 10-foot drainage and utility easement would need dedication on the plat around the entire perimeter of the Subject Property. All proposed utilities and stormwater management facilities will need to be constructed within this easement and an additional utility easement would need to be dedicated on the plat for any private water main and sanitary lines to account for future maintenance access and per the Utility Facilities Easement Agreement, which will also be required as a condition of approval.

As noted in the redlines provided by City staff, the Applicant will need to revise the submitted final plat to account for missing drainage and utility easements, missing square footage totals for each proposed lot, as required under Section 15-105.B.b.1 (*Platting*), and address minor comments regarding the locations of certain symbology and bearings.

Based on the above noted findings, City staff recommends the Planning Commission recommend City Council approval of the submitted preliminary and final plat for the NORTH 100 BUSINESS PARK ADDITION, subject to the Applicant complying with the outlined Conditions of Approval, and approval of the related site and building plan, Planned Unit Development/re-zoning, Zoning Code text amendment, and Comprehensive Plan Amendment requests.

COMPREHENSIVE PLAN AMENDMENT

A comprehensive plan amendment is required anytime a community changes any part of a municipality's adopted comprehensive plan, including, but not limited to:

- Changes resulting from neighborhood or small area planning activities
- Land use changes to allow a proposed development
- Proposed forecast changes to proposed MUSA (Metropolitan Urban Service Area) changes in service or staging
- Text changes to revise a policy or land use category
- Routine updates to incorporate new information or update a public facilities agreement

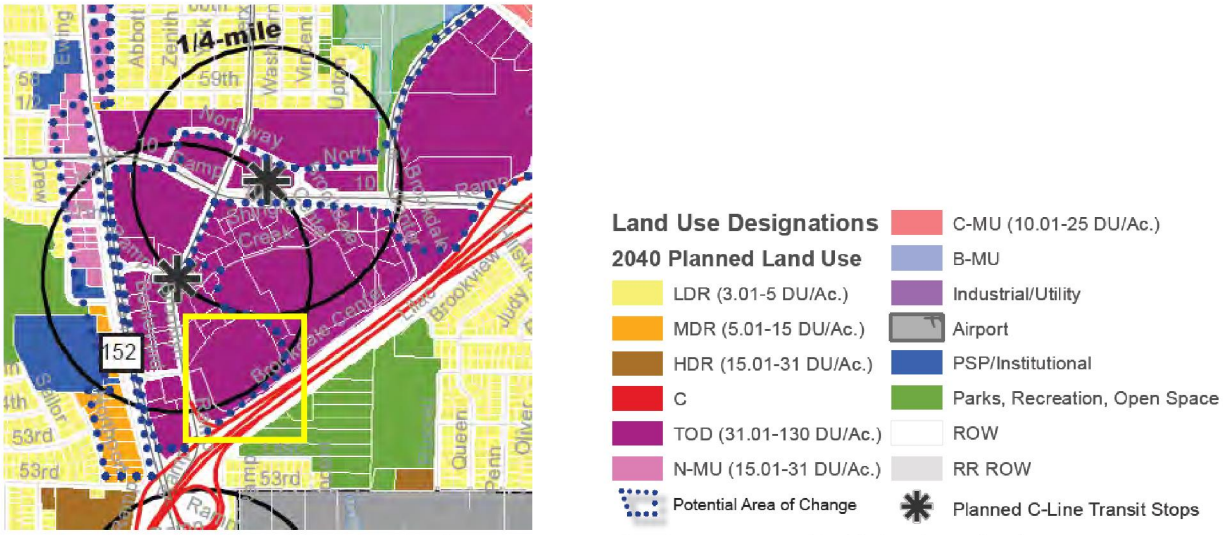
These requests are ultimately submitted to the Metropolitan Council for review and final approval; however, they require a recommendation from the local planning body, and local governing body authorization for the amendment. In certain cases, an adjacent jurisdictional review is also required to allow for other affected municipalities and districts to weigh in on any potential impacts.

The Subject Property currently has a future land use designation of Transit-Oriented Development (TOD), which allows for a range of 31.01 to 130 dwelling units per acre, and is a new land use designation under the 2040 Comprehensive Plan. The request is to re-designate the Subject Property to Business Mixed-Use (B-MU), which is also a new land use designation that guides for a mix of business, light industrial, and supporting retail/service uses, and is intended to create a more dynamic and connected experience for potential workers in these areas.

During the undertaking of the 2040 Comprehensive Plan, the Subject Property was still in operation as a Sears department store and auto center. The aforementioned businesses closed well into the updating of the City's Comprehensive Plan and given that the properties had (1) continuously operated since 1962, (2) ownership had provided no clear direction as to their potential re-use, and (3) a market study had not yet been completed, the City guided the Subject Property to TOD given its proximity to a Bus Rapid Transit (BRT) stop, and its ability to offer a broad mix of land use options, with a minimum of 75-percent of this designation slated for high-density residential use, and the remaining 25-percent slated for supporting retail, office, and commercial uses. Although the Subject Property was in transition during this process, the 2040 Comprehensive Plan denotes the Subject Property as a "potential area of change." Refer to Map 2 below.

The 2040 Comprehensive Plan recognized that not all of the properties guided under the TOD designation would be appropriate housing sites, and indicated that other areas, such as the City's Opportunity Site,

would likely take the bulk of housing needs; whereas other sites located around Xerxes and Brooklyn Boulevard would be more accommodating and capable of providing commercial uses and a jobs base.

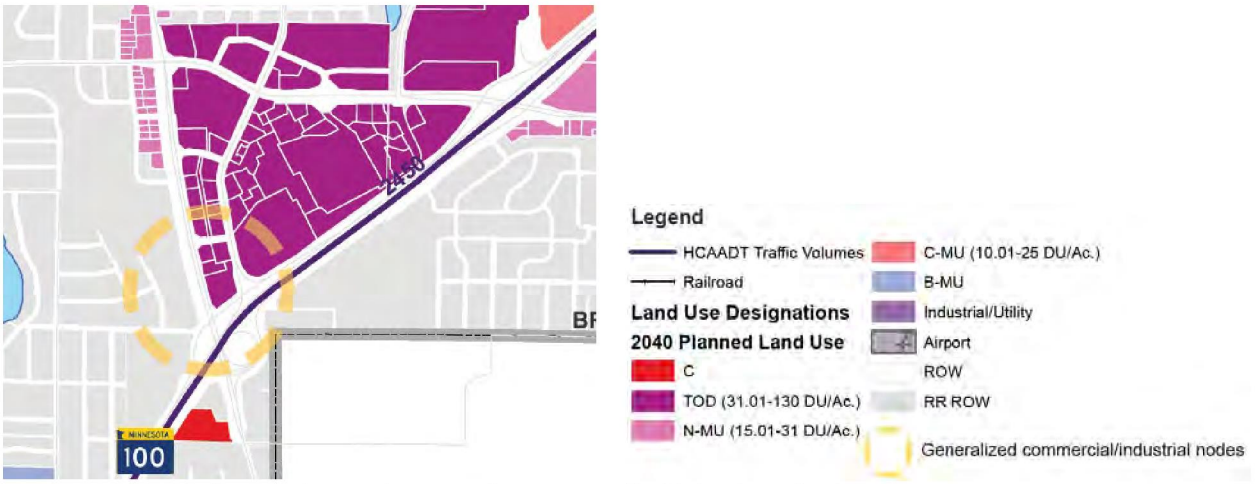


Map 2. 2040 Future Land Use Plan and Redevelopment Areas with Subject Property (highlighted in yellow).

That said, the 2040 Comprehensive Plan did not contemplate light industrial and business-mixed uses on the Subject Property, and as such, a Comprehensive Plan Amendment would be required if a development were to move forward. Despite the Subject Property's proximity to adjacent transit and shopping, the Subject Property, and those properties fronting this southern extent of Xerxes Avenue North are relatively isolated from the adjacent centers of activity along Bass Lake Road (County Road 10) and Brooklyn Boulevard.

It is hoped that a re-designation to B-MU would address the 2040 Comprehensive Plan's goal of creating a vibrant business center via the creation of experience and by promoting and encouraging businesses, commercial users, retailers, and in some cases, households, to plan for interconnected systems that result in a more active and vibrant center. Given that the adjacent Shingle Creek Crossing development has yet to fully build-out, it is also hoped that the draw of additional jobs and activity to the Subject Property would create the additional energy and traffic needed to develop the remaining Shingle Creek Crossing Lots.

The 2040 Comprehensive Plan notes that the City has experienced significant change in the past decade with respect to its changing demographics and land use patterns. With the closure of the Brookdale Mall and numerous supporting retailers and service providers, and the major shifts and changes to bricks and mortar retail, the City's core economic engine effectively fizzled out, leaving a large contiguous area of vacant and underutilized land in the core of the City. As the City's core is effectively (re) built out, there are limited opportunities to introduce new, lighter industrial and flex-type uses to the City. As proposed, the buildings would accommodate between one and four businesses per building and the Applicant anticipates the creation of over 200 jobs. The Subject Property also falls within the generalized commercial and industrial node outlined in the 2040 Comprehensive Plan's Freight ADT and System Map (Refer to Map 3 below).

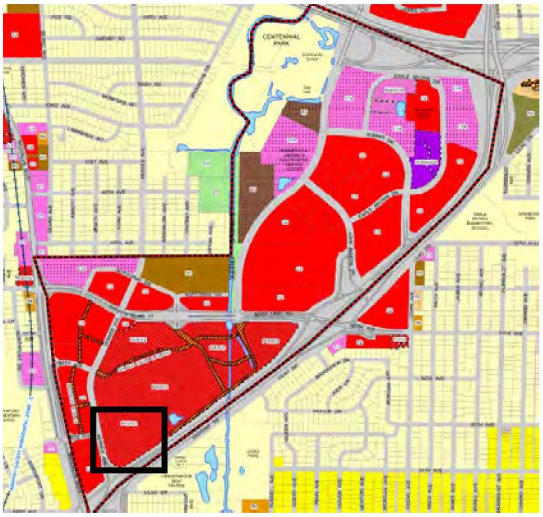


Map 3. 2040 Comprehensive Plan Freight ADT and System Map (highlighted in yellow).

The redevelopment of the Subject Property would likely create a multi-faceted effect, in generating new tax base for the Subject Property, in driving additional traffic and business to the adjacent Shingle Creek Crossing retail development by those working on the Subject Property, and in addressing City staff's daily concerns with the overall safety and securement of the two buildings. The Subject Property's proximity to the adjacent Bus Rapid Transit (BRT) lines off Xerxes Avenue North would also serve as an amenity for and potential employees working at one of the potential businesses on the Subject Property.

Based on the above noted findings, City staff recommends the Planning Commission recommend City Council approval of the requested amendment to the 2040 Comprehensive Plan to allow for a re-designation of the Subject Property from TOD (Transit-Oriented Development) to B-MU (Business Mixed-Use), subject to the Applicant complying with the outlined Conditions of Approval, approval of the related preliminary and final plat, site and building plan, Planned Unit Development/re-zoning, and Zoning Code text amendment requests, and contingent upon final approval from the Metropolitan Council.

ZONING CODE AMENDMENT



Map 4. Central Commerce Overlay District and Subject Property (highlighted in black).

Overlay districts generally apply an extra level of regulations or development criteria above the standard underlying zoning district. The Central Commerce Overlay District is an area roughly bounded by I-694 on the north, Highway 100 on the south and east, Brooklyn Boulevard on the west, and Shingle Creek on the north, and includes a specific list of permitted and prohibited uses.

In July 2018, and with the closure of the Sears Department Store imminent, City Council adopted an interim ordinance to authorize a study and place a moratorium on the Subject Property, as it was the last remaining remnant of the former Brookdale Mall and had been excluded from the master planning activities that took place as part of the Shingle Creek Crossing redevelopment. It was during this moratorium that City staff reviewed the existing zoning code and suggested several amendments to the Central Commerce Overlay District to remove the least desirable uses from being permitted within the Central Commerce Overlay District. A work session was held by City Council in July 2019 to further address a potential land use study of the Subject Property and moratorium, and in August 2019, City staff brought forth amended language that clarified permitted and prohibited uses under Section 35-2240 (*CC Central Commerce Overlay District*), which were subsequently approved by City Council.

The Applicant is requesting an amendment to the Zoning Code and associated map (refer to Map 4 above) to remove the Subject Property from the Central Commerce Overlay District, and whose uses are outlined in Section 35-2240 (*CC Central Commerce Overlay District*), as the proposed usage is not explicitly outlined as either a permitted or prohibited use. As the development proposal is speculative in nature, City staff has worked with the Applicant to put parameters on the flexibilities that would be granted under this proposal—specifically, that limits be placed on the industrial/warehouse usage of the Subject Property, and that no outdoor storage be permitted.

City staff feels that these requests are in keeping with the intent of the amendments approved in 2019 by City Council, which placed additional prohibitions on auto repair establishments (i.e. existing auto repair establishments can continue as lawfully existing so long as in continued operation prior to October 1, 2019), gas stations, truck and trailer rental establishments, and indoor storage establishments. The Central Commerce Overlay District has long held prohibitions on standalone sauna and massage establishments, currency exchanges, pawn shops, and secondhand goods dealers.

As part of the ongoing Zoning Code update, the Central Commerce Overlay District is slated for removal; however, as that work is not yet complete, the submitted proposal requests the removal of this property from the Overlay District. In 2019, a similar request was made and approved by City Council as part of the redevelopment of the former Jerry's Foods site (5801 and 5803 Xerxes Avenue North) into a combined 270-units of housing across two multi-family residential buildings, now known as Sonder House and Sonder Pointe, and approval of the Crest Apartments expansion in 2021 (6221 Shingle Creek Parkway) required removal from the Overlay District as well.

Based on the above noted findings, City staff recommends the Planning Commission recommend City Council approval of the requested amendment to the City's Zoning Code to allow for the removal of the Subject Property, located at 1297 Shingle Creek Crossing, subject to the Applicant complying with the outlined Conditions of Approval, and approval of the related preliminary and final plat, site and building plan, Planned Unit Development/re-zoning, and Comprehensive Plan Amendment requests.

PLANNED UNIT DEVELOPMENT | REZONING

Section 35-355 (*Planned Unit Development*) of the City's Zoning Code notes that upon the rezoning for a PUD, the district shall be designated by the letters "PUD" followed by the alphanumeric designation of

the underlying zoning district, which may be either the prior zoning classification or a new classification. Given that the major update to the City Zoning Code is currently underway and changes to districts are anticipated in order to align with the 2040 Comprehensive Plan, the request would be to re-zone following guidance from the 2040 Comprehensive Plan future land use designations for the Subject Property. This allows for flexibility within the Zoning Code for developments which are either not defined or outlined as a use under the existing regulations. PUDs are often used to achieve a higher quality development, or achieve other City goals, in exchange for zoning flexibility from the City Code.

PUDs may only contain uses consistent with the City's Comprehensive Plan and the uniqueness of each PUD requires that specifications and standards for streets, utilities, public facilities, and the approval of a land subdivision may be subject to modifications from the City ordinances generally governing them—essentially the City Council may approve plans that are not in compliance with the usual specifications or ordinance requirements where it is found that such are not required in the interests of residents or the City, although plans shall comply with all watershed, state, and federal storm water, erosion control, and wetlands requirements.

As proposed, the request would be to re-zone from PUD/C-2 (Planned Unit Development/Commerce) District to a new PUD with an underlying Business Mixed-Use designation (PUD/MX-B). Official Zoning Map records indicate that the Subject Property was zoned B-2 (Regional Business District) in 1961, but later zoning map records indicate that the property was designated as a C2 (Commerce) District property by 1972.

In 1999, the City approved the establishment of a Planned Unit Development (PUD), which comprehended, "new site and building plan approvals for the expansion, redevelopment, and rejuvenation of the Brookdale Regional Shopping Center," and certain variations to allow for reduced green strips, non-major thoroughfare setbacks, parking dimensional standards, parking ratios, and increases in allowable restaurant use and freestanding signage.

In 2011, the City approved City Council Resolution No. 2011-128 (Exhibit D), which approved an amendment to the 1999 Brookdale Regional Shopping Center Mall PUD redevelopment plans the Subject Property had been subject to, and in response to recent City approvals for the Shingle Creek Crossing Planned Unit Development, as approved under City Council Resolution No. 2011-85. The aforementioned amendment in 2011 allowed for certain parking ratio reductions, a reduction in the drive aisle parking widths, and a zero-lot line setback along certain portions of the Subject Property.

The plans submitted and as contemplated under Planning Commission Application No. 2022-004 would require certain flexibilities to account for the speculative nature of the two proposed business park type buildings. The current Zoning Code does not contemplate speculative uses; therefore, establishment of a Planned Unit Development is requested to provide parameters in granting these flexibilities. Similar examples of light industrial type developments in Brooklyn Center include the PUDs established to allow for the redevelopment of lands off France Avenue North and Highway 100 (i.e. 4001 Lakebreeze Avenue North), and a PUD established in 1995 for a speculative business park development constructed in the 1980s off Parkway Circle and Shingle Creek Parkway (e.g. 6601 Shingle Creek Parkway), which required certain common parking allocations between buildings and access.

The City has requested that a minimum of 20-percent finished space be accommodated within the development, with the remaining (maximum) 80-percent for industrial-warehouse use. The Applicant indicated an openness in maintaining this split of use; however, requested that the 20-percent use be set

for “non-warehouse uses.” The Applicant indicated that the language noted below was used during the approval process for another project in Arden Hills to define “non-warehouse uses” and proposes to utilize the same language for this request:

> “Warehousing and wholesaling shall not exceed 80 percent of the total floor area. The remaining 20 percent of the total floor area shall be non-warehouse uses such as a combination of uses including, but not limited to, office, manufacturing, production, research and development, lab and/or showroom.”

The Applicant further indicated in their submitted narrative that these types of uses typically attract office, warehouse, manufacturing, production, lab, and research and development type users.

For the purposes of calculating trip generation and parking needs, the traffic memo submitted by the Applicant contemplates an 80 percent industrial warehouse use, with remaining 20 percent office use. The Applicant further indicated that “non-warehouse uses” would provide less constraints for potential users—for example, the Applicant has indicated that medical manufacturing users will typically provide less than 20% office space; however, they could have well over 20 percent of a space allocated to lab, clean rooms, and production space.

City staff is supportive of this flexibility, particularly as the aforementioned 1995 PUD development located off Parkway Circle and Shingle Creek Parkway was amended in 2019 as the use restrictions placed on each of the buildings in the development were found to be too restrictive and the combination of use restrictions and lower clear heights had resulted in issues filling vacancies. Since the amendment was approved, the Property Owner of that development has been successful entirely vacant buildings with new users.

As approval of any development plan for the Subject Property shall constitute a re-zoning to PUD, approvals to establish a PUD require the City Council to base its actions on the re-zoning under the following criteria:

1. Compatibility of the plan with the standards, purposes, and intent of this section (Section 35-355);
2. Consistency of the plan with the goals and policies of the Comprehensive Plan;
3. The impact of the plan on the neighborhood in which it is to be located; and
4. The adequacy of internal site organization, uses, densities, circulation, parking facilities, public facilities, recreational areas, open spaces, and buffering and landscaping.

With regard to the intended rezoning, Section 35-208 (*Rezoning Evaluation Policy and Review Guidelines*), outline that it is the City’s policy that:

- **a.** Zoning classifications must be consistent with the Comprehensive Plan; and
- **b.** Rezoning proposals shall not constitute “spot zoning,” defined as a zoning decision which discriminates in favor of a particular landowner, and does not relate to the Comprehensive Plan or to accepted planning principles.

Furthermore, requests for re-zonings should be assessed against a series of guidelines outlined under the City’s Zoning Code:

- **a.** Is there a clear and public need or benefit?
- **b.** Is the proposed zoning consistent with and compatible with surrounding land use classifications?
- **c.** Can all permitted uses in the proposed zoning district be contemplated for development of the Subject Property?

d. Have there been substantial physical or zoning classification changes in the area since the Subject Property was zoned?

e. In the case of City-initiated rezoning proposals, is there a broad public purpose evident?

f. Will the Subject Property bear fully the ordinance development restrictions for the proposed zoning districts?

g. Is the Subject Property generally unsuited for uses permitted in the present zoning district, with respect to size, configuration, topography, or location?

h. Will the rezoning result in the expansion of a zoning district, warranted by:

1. Comprehensive Planning;
2. The lack of developable land in the proposed zoning district; or
3. The best interests of the community?

i. Does the proposal demonstrate merit beyond the interests of an owner or owners of an individual parcel?

Based on the above noted findings, City staff recommends the Planning Commission recommend City Council approval of the requested establishment of a Planned Unit Development to allow for the re-zoning of the Subject Property, located at 1297 Shingle Creek Crossing, to Planned Unit Development-Business Mixed-Use District (PUD/MX-B), subject to the Applicant complying with the outlined Conditions of Approval, and approval of the related preliminary and final plat, site and building plan, Zoning Code text amendment, and Comprehensive Plan Amendment requests.

SITE AND BUILDING PLAN

Site Design

The Subject Property is home to the last remaining remnant of the former Brookdale Mall, which was demolished in the early 2010s and redeveloped into the Shingle Creek Crossing retail shopping center we see today. The Sears Department Store and adjacent Sears Auto Center remained open and active as businesses up until 2018. To that end, Shingle Creek Crossing effectively developed so as to primarily accommodate the obtrusive Sears Department Store.

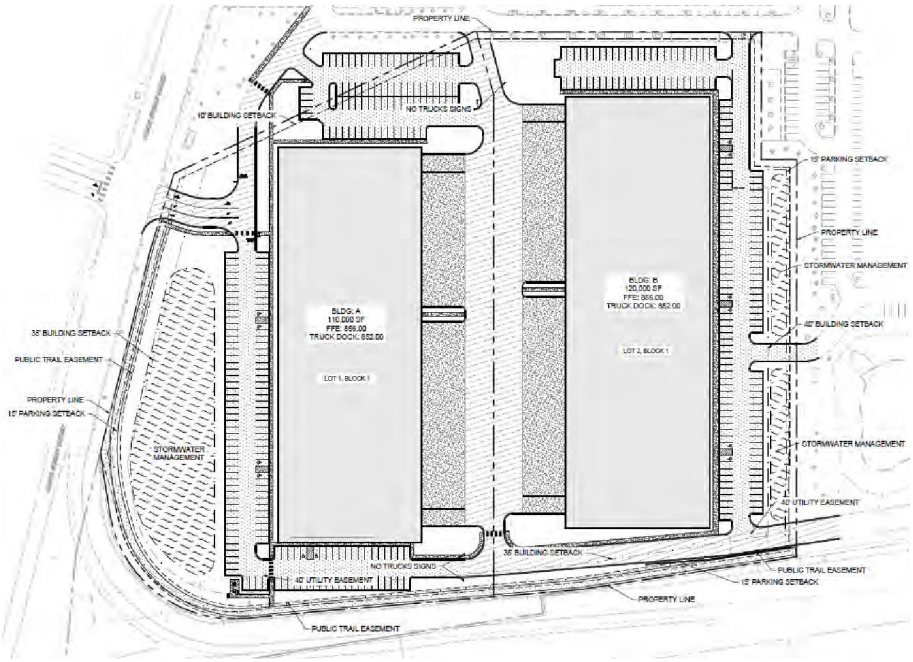


Image 3. Submitted Site Plan for Subject Property.

Setbacks

As proposed, the Subject Property would be subdivided to accommodate two new buildings, and of approximately 120,000 and 110,000-square feet in size. Assuming the two new lots, and with respect to the draft Business Mixed-Use District provisions and the currently en force I-1 (Industrial Park) District provisions as reference, the following building setbacks are provided:

Minimum Setbacks (Feet)	MX-B (Business Mixed-Use) - Draft	I-1 (Industrial Park) - Current	Building A (110,000 SF)	Building B (120,000 SF)
Front	35	50	148	71
Corner Side	35	50	83	58
Interior Side	10	10	34	90
Rear	25	25	98	99

Table 1. Existing and Proposed Setbacks for Subject Property.

Traffic | Access | Parking | Circulation | Connection

As proposed, primary site access would be gained from an existing drive off 55th Avenue North and Xerxes Avenue North on the west, with connections to the surrounding access drives shared with adjacent Shingle Creek Crossing properties.

The truck route would be accessible inbound from the north and south entrance points within Shingle Creek Crossing; however, trucks would need to exit the Subject Property via the south access road, which continues up towards Shingle Creek Parkway and Bass Lake Road (County Road 10). This is the same access road utilized by trucks making deliveries to the adjacent Walmart (1200 Shingle Creek Parkway). Primary truck access would be gained along the south portion of the Subject Property utilizing an extension of the access road running parallel to Highway 100 and up to Shingle Creek Parkway and Bass Lake Road (County Road 10). The Applicant indicates that while the western drive would be maintained, signage would be installed, and the drive aisles narrow so as to minimize the likelihood of truck drivers traversing through the western drive aisle towards Xerxes Avenue North (Building A).

The main access entry off Xerxes Avenue North (55th Avenue North) was modified to provide one in-bound lane, which would enter a "T" intersection internal to the Subject Property. The Applicant has indicated that they have been in communication with the Shingle Creek Crossing property owner (Gatlin Development Company) regarding their proposed easement parking lot of 18 spaces, access, and site improvements.

City staff requests that as part of any approvals, the Applicant submit detailed vehicle turning and tracking movement diagrams for delivery vehicles and garbage trucks to demonstrate specific and actual routes. It is also requested that truck traffic be concentrated along the south access road when possible and directional signage provided so as to minimize truck traffic along the north and west drives, and particularly as the drive aisle widths and turns do not appear conducive to truck traffic. City staff has also set an expectation that conflicts between pedestrians and vehicular traffic along the north drive be minimized through utilization of this south access road.

As the project engineer (Kimley-Horn) has also designed and maintained the Planned Unit Development master plans for the adjacent Shingle Creek Crossing, it was noted that the proposed truck access routing would maintain consistency with the Shingle Creek Crossing (SCC) Delivery Circulation Exhibit provided in the master plan set.

The Applicant submitted a full civil plan set, including site plans and a traffic generation memo, prepared by Kimley-Horn, and last revised June 9, 2022. Per City staff request, the original traffic generation memo provided, which solely reflected an industrial use, was revised to reflect 80-percent industrial and 20-percent office use. City staff reviewed the aforementioned memo and deemed it acceptable; however, the Applicant will need to meet any and all requirements as outlined in the reviews conducted by the Minnesota Department of Transportation and Hennepin County.

Hennepin County provided feedback to City staff following reviews with their plat review committee representatives from traffic operations and bicycle and pedestrian planning. They anticipate minimal impacts to Brooklyn Boulevard (CSAH 152), despite additional morning peak hour trips, as the change in use from department store and automobile parts and service center to industrial and office would create an overall reduction in trips.

MnDOT initially prepared a memo in March 2022 and requested that a Traffic Impact Study be completed to accurately evaluate impacts to the trunk highway system.

City staff reviewed the submitted overall site plan (Sheet C300) with the assumption of 80-percent industrial and 20-percent non-warehouse use (i.e. "office" for the purposes of calculating minimum parking). Similar stipulations were placed on approval of Planning Commission Application No. 2021-006, which was approved for the redevelopment of a former bowling alley located at 6440 James Circle North for an approximately 64,000-square foot business-flex building adjacent to existing hotels, office, and restaurants, and also located in a proposed area of redevelopment under the 2040 Comprehensive Plan.

Assuming this, a minimum of 368 parking spaces would be required on the Subject Property. As proposed, the Applicant has provided 357 parking spaces, with an additional 18 parking spaces proposed as part of an easement that would be located on the Shingle Creek Crossing development (Refer to Table 2 below). The Applicant would need to work with the adjacent property owner (Gatlin Development Company) to obtain any necessary parking and access easements.

Parking Use	Minimum Required Parking Spaces	Provided Parking Spaces (in bold)
Industry and Wholesale *Note: Assumes approximately 184,000 square feet of this use (80%)*	*One (1) space for every two (2) employees based upon maximum planned employment during any work period* ***or*** *one (1) space for each 800 square feet of gross floor area, whichever requirement is greater.* ***(230 spaces)***	See Total Below
Non-Warehouse ("Office" for purpose of calculating parking on speculative buildings) *Note: Assumes approximately 46,000 square feet of this use (20%)*	*Three (3) spaces for every 1,000 square feet of Gross Floor Area.* ***(138 spaces)***	See Total Below
Proposed Easement Spaces (Shingle Creek Crossing)		18 spaces
ADA	***8 spaces*** *(301 to 400 spaces)*	12 spaces
Total Required Parking	**368 spaces** **(ADA spaces incorporated into total)**	**357 spaces (including 12 ADA spaces)**
Total Provided Parking		**375 spaces** **(ADA spaces and proposed easement spaces incorporated into total)**

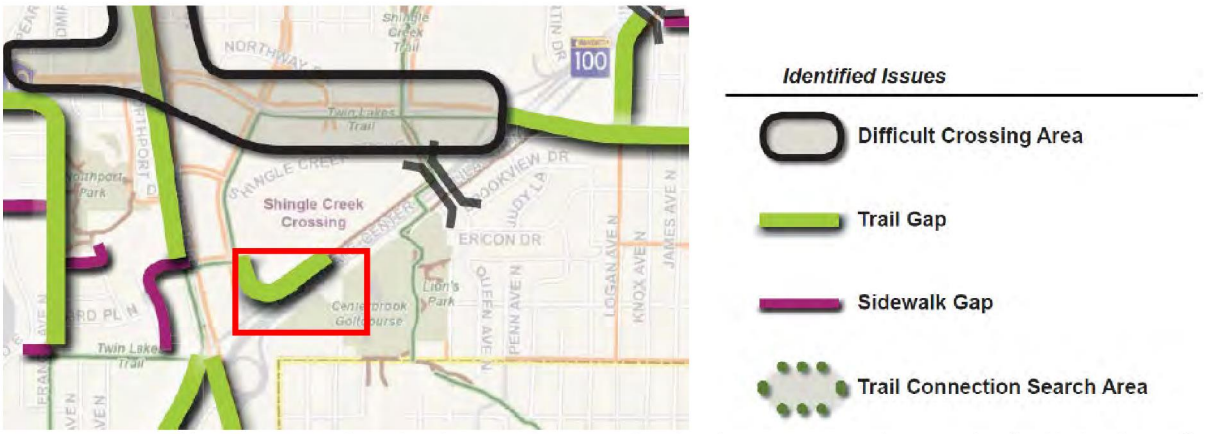
Table 2. Minimum and Provided Parking for Redevelopment of Subject Property (North 100 Business Park).

The Applicant has indicated that the parking counts presented are consistent with those typically provided for a similar development of this size.

In reviewing the proposed loading berths and truck court, the submitted plans comply with the minimum berth requirements as outlined in Section 35-600 (*Off Street Loading*), as a minimum of 4 berths would be required for buildings ranging between 100,000 and 250,000-square feet. The berths would be located more than the minimum 25 feet from any right-of-way intersections, and would be located outside of any required yards. Dimension-wise, the first berth required shall not be less than 12 feet in width and 50 feet in length, with additional berths providing at least 12 feet in width and 25 feet in length. A minimum height of 14 feet is also required. As proposed, the submitted site plans reflect a 60-foot berth depth along each of the respective buildings and an 80-foot wide shared drive aisle for the truck court.

In terms of alternative transportation options, the Subject Property is directly adjacent to bus stops along Xerxes Avenue North that provide BRT service. MnDOT recommended that the Applicant contact Metro Transit to evaluate potential impacts to service given the proximity of existing bus stops, and potential mitigative strategies pending approval of the proposal. As part of City staff review, requests were made to provide additional sidewalk connections along the north end of the Subject Property and to Shingle Creek Crossing, with additional requests to extend certain sidewalk segments and relocate the proposed midblock pedestrian crossing, as it is located on a curve.

The Applicant also intends to complete an existing trail gap as part of the proposal, which would provide continued routing for those utilizing Three Rivers Park District's Twin Lakes and Shingle Creek Regional Trails, as well as a pedestrian bridge that crosses Highway 100 to the neighborhoods adjacent to Centerbrook Golf Course and Lions Park. The Shingle Creek Crossing Development has an existing 18-foot trail easement with 10-foot trail running along Highway 100—the Applicant has proposed a continuation of this section per City staff request and would submit a trail plan and profile as part of any final development plans. Per MnDOT comments, an existing barrier blocking the trail segment near HOM Furniture should be removed pending approval of the proposal.



Map 5. 2014 Brooklyn Center Bicycle and Pedestrian Plan, as outlined in the 2040 Comprehensive Plan (highlighted in red).




Images 4 and 5. Existing Trail Gap and South Access Road—facing west towards Sears (L) and facing east towards Walmart (R).

City staff provided commentary to the Applicant in March and May 2022 with regard to preferred access for semi-truck traffic utilizing the proposed loading bays and truck court, and the Applicant revised the plan sets based on City staff comments. As proposed, access to the loading bays would be provided via the north drive off 55th Avenue North and utilizing an extension to an existing access road running along the southern portion of the Subject Property, parallel to Highway 100. City staff worked with the Applicant through multiple plan iterations to clean up the access and potential internal points of vehicle and pedestrian conflicts off 55th Avenue North and the roadway extension between 55th Avenue North and the Shingle Creek Crossing development. Although a north and west access is maintained off the proposed truck court, the Applicant has indicated installation of "No Trucks" signage on the submitted plans so as to route exiting trucks to the south.

As proposed, the submitted site plans indicate 24-foot wide drive aisles throughout the north parking lots, which is the minimum width required to allow for two-way traffic. The parking area just south and west of Building A (110,000-square feet) indicates a tapering of drive aisle widths from 27 feet down to 25 feet, while the drive aisle just south of Building B (120,000-square feet) is noted at 30-feet in width to accommodate truck traffic, and widths of 25 feet along the eastern edge of the building, which orients towards the west side of Walmart.

The submitted site plan also indicates typical 18-foot parking space depths and 9-foot widths, which satisfy the City's minimum parking dimension requirements as outlined within the Zoning Code.

Lighting

The current Zoning Code notes that, "all exterior lighting shall be provided with lenses, reflectors, or shades, so as to concentrate illumination of the property of the owner or operator of said illumination devices."

A photometric plan was submitted with a fixture specification schedule; however, no minimum, maximum, or average foot candle provisions are provided. City staff also requests the photometric plan be revised to more clearly indicate the property lines, as the Zoning Code specifies that lighting shall not exceed three (3) foot candles measured at property lines abutting residentially zoned property, or 10-foot candles measured at the property lines abutting the street right-of-way or non-residentially zoned properties. As is specified, no glare shall emanate from or be visible beyond the boundaries of the illuminated premises. The photometric plan indicates the fixtures are generally consistent with the current Zoning Code requirements.

Given the intent to re-zone the Subject Property to Business Mixed-Use District (MX-B), City staff reviewed the submittal against the draft lighting requirements, as contemplated in the City's draft Zoning Code update that will ultimately be incorporated into a Unified Development Ordinance (UDO). As part of City staff conversations, the Applicant revised the parking lot light pole heights to fall below the outlined maximum height of 24 feet at finished grade, and no more than 20 feet in height for areas within landscaped areas. It should be noted that the wall pack lighting proposed within the designated truck court is noted at 27 feet to provide sufficient lighting for truck maneuvering.

Although City staff understands the proposal is speculative in nature, the Applicant should ensure sufficient lighting is provided and distributed over all entrances and exits, walkways, and sufficient lighting along all sidewalk connection points off Xerxes Avenue North and towards Shingle Creek Crossing. Per the submitted photometric plans, it does not appear any pedestrian-level lighting is provided along the public facing portions of each building and is for the most part reliant on parking lot lighting. It is requested that the Applicant work with City staff to address options for pedestrian-level lighting pending approval of the submittal and the subsequent build-out of tenant spaces.

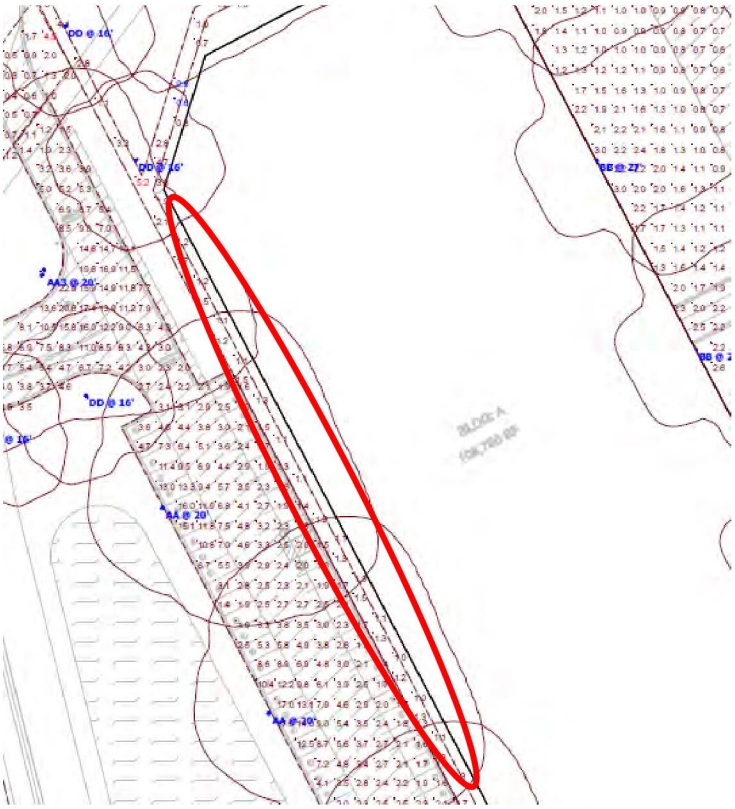


Image 6. Excerpted Section of Photometric Plan-Building A (areas indicated in red).

Although it appears existing lighting will be maintained between the northerly drive running between the Subject Property and adjacent Shingle Creek Crossing development, City staff requests that the Applicant work with the Property Owner of Shingle Creek Crossing (Gatlin Development Company) to ensure the lighting and landscaping is consistent along this segment of transition (see Images 7 and 8 below):




Images 7 and 8. Existing lighting and landscaping between Subject Property and adjacent Shingle Creek Crossing.

Trash | Screening

As the submittal is speculative in nature, no communal trash facilities were depicted on the submitted plan sets. The Applicant did provide detailing within the submitted landscape plans for a trash receptacle to be located at the southwest corner of Building A (110,000 square feet) and in proximity to proposed tables and benches. Pending approval of the submittal, the Applicant shall provide details on the intended location for trash facilities, and detail sheets with revised site plans for any exterior trash enclosures.

All ground mounted equipment (e.g., transformers, mechanical) shall be effectively screened from adjacent public rights-of-way and properties by a solid wall or fence constructed of wood, masonry, or other durable materials that are complementary to the materials used on the primary building. Roof-mounted equipment shall also be screened from view through use of parapets, wall/ fencing materials, or paint to match surrounding colors when visible from the public right-of-way.

As proposed, the Applicant intends to screen the shared truck court from view of Highway 100 with a berm and landscaping and in strategic locations along the north end of the Subject Property, and facing the western edge of Shingle Creek Crossing. Although a fence and retaining wall are indicated on the submitted plan sets as proposed, no detailing is provided. The Applicant shall work with City staff as necessary to determine requirements for placement and permitting.

Architectural Materials



Image 9. 3D Rendering of Proposed Building Exteriors (Subject Property).

The City's Architectural Design Guidelines require at least 50-percent of each elevation (face) of a building to be constructed of Class I materials, with the remainder constructed of Class II materials. An elevation by elevation breakdown of Class I and Class II building materials was provided by the Applicant per City

staff request.

As proposed, both buildings would be designed with similar materials comprised of pre-cast concrete panels textured with stucco texture, a wood-look fiber cement (i.e. Nichiha or approved alternate), and aluminum composite material panels (i.e. Alucobond or approved alternate).

As proposed, the majority composition of each building elevation is glass and pre-cast concrete, which are considered to be Class I building materials under the City's Architectural Guidelines; therefore, the minimum thresholds are met. Nichiha, which is indicated as a Class II material on the submitted architectural plans, has been determined in past projects to be a Class I type building material (i.e. HOM Furniture, located at 2501 County Road 10).

City staff provided feedback to the Applicant in March and May 2022, and it was requested that the Applicant provide enhanced architectural façade treatments along Highway 100, Building A's northwest corner (Xerxes Avenue North), Building B's northeast corner (facing Shingle Creek Crossing), and overall increased articulation and glazing for visual interest. City staff indicated that while the requests would ultimately re-zone the Subject Property to accommodate the use, the Applicant should think creatively for ways to complement the adjacent retail use (Shingle Creek Crossing).

City staff has worked with the Applicant on a few iterations of the site plan and indicated early on that the Applicant should maintain the building line currently in existence today with Buildings 1 through 5 of the Shingle Creek Crossing development (e.g. TJ Maxx, Five Below). Through discussions with the Applicant it was determined that it would be infeasible to bring the building up to the same exact build line due to impacts to the overall provided square footage of each building, and site constraints to parking and drive aisles given the north-south orientation of the proposed buildings.

As part of this submittal, the Applicant indicated revisions to the architectural plans to provide an expanded entry features on the north and south elevations, and the addition of reveals and adjustments to the glass pattern between entrances along the front of the building. The applicant has indicated that the proposed buildings would have clear heights of 28-feet to attract businesses in need of modern, Class A space. The overall height of the proposed buildings from ground level to the top-most parapet is proposed at just under 35.5 feet. This height is similar to the adjacent Walmart, whose ground level to parapet heights are at approximately 31.5 feet.

Landscaping

The project submittal includes a landscape plan and planting schedule. Although City Code does not have any specific requirements on the species of landscaping, the City has operated under and held new and redeveloped areas to complying with the City's adopted Landscape Point System policy, which assigns points to a given site based on the acreage and type of development. In discussions with the Applicant, and in consideration of the draft landscaping requirements outlined within the City's draft Unified Development Ordinance (UDO), City staff requested that the Applicant explore opportunities to diversify the landscaping and provide native and resilient plant types when possible.

The Landscape Point System outlines requirements for uses such as "light industrial," "heavy industrial," and "office/industrial (over 25% office)," and requires a specific amount or number of landscaping units based on the maximum percentage of certain materials (i.e., 50% shade trees; 40% coniferous trees; 35% decorative trees; and 25% shrubs). As the Applicant is requesting PUD and re-zoning approvals, an amendment to re-designate the Subject Property under the 2040 Comprehensive Plan, and provided the

Subject Property's adjacency to a retail shopping center, City staff calculated the landscaping assuming the "Office/Industrial" use. It should be noted that the Overall Landscaping Plan (Sheet L100) clearly indicates an assumption of "Light Industrial," which has lesser requirements for landscaping. Assuming an approximately 15-acre site, the Subject Property would have to accrue 990 points. (2 acres * 90 + 8 acres * 70 + 5 acres * 50 = 990 points).

Planting Type	Minimum Size	Points Per Planting	Maximum Points (%)	Points Accrued
Shade (Deciduous) Trees	2 ½" diameter	10	50% or 495 points	**440 points** (44 trees * 10 points)
Coniferous (Evergreen) Trees	5' height	6	40% or 396 points	**228 points** (38 trees * 6 points)
Decorative (Ornamental) Trees	1" diameter	1.5	35% or 347 points	**75 points** (50 trees * 1.5 points)
Shrubs	12" diameter	0.5	25% or 248 points	**172 points** (344 shrubs * .5 points)
Total				**915 points**

Table 3. Landscape Point System Policy Calculations for Subject Property (North 100 Business Park).

Based on a review of the submitted Landscape Plan, dated May 24, 2022, the plan is deficient by 75 points. The Applicant could easily fulfill this gap by providing any combination of the above planting types, as none of the maximum points have yet been met. The Applicant will need to ensure all plantings meet minimum sizing requirements, as outlined above in Table 3. As part of any construction set submittals, a copy of an irrigation plan drawing will be required for review and approval, and an irrigation system maintained on-site.

Per City staff comments addressed in the memorandum provided by the City Engineer Mike Albers, dated June 17, 2022, and the supplemental redlined civil set, the Applicant should ensure adequate Clearview Triangles are provided at all street intersections per City Code Section 25-802, and the Applicant should verify the placement of trees and other landscaping within proximity to proposed utilities.

The Applicant should consider stepping certain landscaping back at and near intersections and pedestrian crossings to provide adequate visibility for both motorists and pedestrians.

Signs

No specific signage requests were made regarding new or revised signage for the Subject Property, and as the proposal is speculative in nature, none were anticipated at time of submittal. The City is currently underway with an update to multiple City codes, including the Sign Code. Any signage will need to comply with the allowances as outlined in the adopted City signage regulations at time of submittal, and the Applicant will need to apply for and receive issuance of a sign permit prior to any installation.

Engineering Review

Mike Albers, City Engineer, reviewed the plans and provided a memorandum, dated June 17, 2022 (Exhibit C). Most of the comments pertain to the need for plan corrections and additional details relating to stormwater, sanitary sewer, watermains and hydrants, roads, trails, and sidewalks, and traffic. An MPCA NPDES permit is required as the total disturbed area would exceed one acre, and a Construction Management Plan and Agreement, and Utility Facilities Easement Agreement shall be submitted to the City in advance of any permit release. The Applicant will also require a watershed plan review and conform to watershed rules. It should be noted that the Watershed Commission project review is currently

underway.

A stormwater report, completed by Kimley-Horn, dated February 11, 2022, and revised May 24, 2022, and a copy of the traffic memo, last revised June 9, 2022, were provided as part of the submittal.

Building Review
Building Official Dan Grinsteinner conducted a cursory review of the submitted plan sets and provided a memorandum dated June 21, 2022 (Exhibit F). Pending approval of the requests, the Applicant will need to submit full construction plans, including but not limited to: architectural, structural, mechanical, plumbing, electrical, civil, landscaping, and photometric plans to the City for review. A fire sprinkler and monitoring system is required for installation and is to be maintained at all times, and sufficient fire hydrants shall be provided.

The Applicant will also need to meet any minimum ADA requirements with regard to the building and site improvements, and prior to issuance of any building permits, a SAC determination shall be submitted to the Metropolitan Council and any associated fees shall be paid at time of permit issuance.

All building plans are subject to review and approval by the Building Official with respect to applicable codes prior to the issuance of permits.

CPTED Review
City staff requests that as part of any construction set review, a CPTED (Crime Prevention through Environmental Design) review be completed by City staff.

External Reviews
The submitted plan sets were forwarded on to contacts at Hennepin County, the Minnesota Department of Transportation (MnDOT), and the Watershed Commission review. Any approval of Planning Commission Application No. 2022-004 is subject to the Applicant complying with any requested revisions or recommendations as outlined by the aforementioned authorities.

Based on the above noted findings, City staff recommends the Planning Commission recommend City Council approval of the requested site and building plans for the proposed redevelopment of the approximately 15-acre former Sears property, located at 1297 Shingle Creek, subject to the Applicant complying with the outlined Conditions of Approval, and approval of the related preliminary and final plat, Planned Unit Development/re-zoning, Zoning Code, and Comprehensive Plan Amendment requests.

APPROVAL CONDITIONS | ANTICIPATED PERMITTING
Staff recommends the following conditions be attached to any positive recommendation on the approval of Planning Commission Application No. 2022-004 for the Subject Property located at 1297 Shingle Creek Crossing:

1. The building plans are subject to review and approval by the Building Official as noted in the memorandum dated June 21, 2022, and with respect to applicable codes prior to the issuance of permits; and the final location or placement of any fire hydrants or other fire-related building code items shall be reviewed and approved by the Fire Inspector.
    a. Any major changes or modifications made to this Site and Building Plan can only be made by an amendment to the approved Site and Building Plan as approved by the City Council.

b. The building plans are subject to review and approval by the Building Official with respect to applicable codes prior to the issuance of permits.

c. The Applicant shall work to ensure all applicable Minnesota Fire Code requirements have been met as part of any site plan approval.

d. A fire sprinkler system is required to be installed and shall be maintained on a consistent basis per City Code requirements.

e. A SAC Determination shall be submitted by the Applicant to the Metropolitan Council and any associated feeds paid at time of any permit issuance.

f. The Applicant shall provide any final site and building plans to City staff for a CPTED review and make alterations as necessary prior to permit release.

g. The submitted landscape plans shall be revised to meet City's minimum Landscape Point System policy requirements and an identified "office/industrial" use.

h. The Applicant shall install irrigation systems where necessary to facilitate maintenance of site landscaping and green areas, and irrigation shop drawings for review and approval prior to installation.

i. The Applicant shall revise the submitted photometric plan to reflect minimum, maximum, and average foot-candles per fixture, and clearly identify all property lines.

i. The Applicant shall work with the adjacent property owner for Shingle Creek Crossing to ensure consistency in lighting and landscaping along the north drive between the Subject Property and Shingle Creek Crossing.

ii. Photometric plans shall be revised as needed to incorporate additional pedestrian-level lighting for main building entrance points and sidewalk connections.

j. Any outside trash disposal facilities and rooftop or ground mechanical equipment shall be appropriately screened from view per City Code requirements and with materials complementary to the principal building, and an updated details sheet provided.

k. The Applicant shall submit a Sign Permit Application for any proposed signage (e.g., wall, freestanding) and receive issuance of a permit prior to any installation. All signage shall conform to City requirements.

2. The Applicant agrees to comply with all conditions or provisions noted in the City Engineer's review memorandum, dated June 17, 2022.

a. Final grading, drainage, utility, and erosion control plans and any other site engineering related issues are subject to review and approval by the City Engineer for City site and building plan approval and prior to the issuance of permits.

b. Any requirements as outlined in reviews conducted by Hennepin County, the Minnesota Department of Transportation (MnDOT), and the Watershed Commission.

3. Agreements:

a. The Applicant shall enter into a PUD agreement with the City of Brooklyn Center. This agreement is to be reviewed and approved by the City Attorney prior to the issuance of building permits. The agreement shall further assure compliance with the development plans submitted with this application.

i. No outdoor storage or display of materials, equipment, or products accessory and necessary to a principal and permitted use is permitted.

ii. Warehousing and wholesaling shall not exceed 80-percent of the total floor area. The remaining 20-percent of the total floor area shall be non-warehouse uses,

such as a combination of uses including, but not limited to: office, manufacturing, production, research and development, and lab and/or showroom.

iii. Distribution facilities are not a permitted use. For the purposes of this Planned Unit Development (PUD), a distribution facility is defined as a business that receives packages, sorts, and delivers them without product storage. Distribution as an accessory use is permitted only when it occurs from a manufacturing facility or a warehouse where a product is made or packaged on-site.

b. A Performance Agreement with supporting financial guarantee approved by the City shall be executed upon any approval of the to-be submitted building permit for site improvements, which ensures the Subject Property will be constructed, developed, and maintained in conformance with the plans, specifications, and standards.

c. The Developer shall submit an as-built survey of the property, improvements, and utility service lines prior to release of any Performance Agreement financial guarantee.

d. A Utility Facilities Easement Agreement is required for submittal to the City prior to issuance of any permits.

e. A Construction Management Plan and Agreement and associated escrow are required for submittal prior to the City prior to issuance of any permits.

f. The Applicant shall coordinate with adjacent property owners and the City to execute any cross access and parking agreements for the proposed site improvements. No building permits shall be issued until such determination is made and any agreements are recorded with Hennepin County.

g. The Applicant shall work with the City for dedication of the proposed trail easement and provision of trail profile and plans.

4. Platting:

a. Approval of the preliminary and final plat for NORTH 100 BUSINESS PARK ADDITION are contingent upon the addressing of comments by City Engineer Mike Albers in the memorandum dated June 17, 2022.

i. A 10-foot drainage and utility easement shall be dedicated on the plat around the entire perimeter of the Subject Property and centered on other lot lines.

ii. All utilities and storm water management facilities to be located within said drainage and utility easement.

iii. Additional dedication of a utility easement is requested on the plat for the private water main and sanitary to allow for maintenance access per the Utility Facilities Easement Agreement.

b. Final plat and mylar shall be subject to the provisions of Chapter 15 of the City Code of Ordinances (*Platting).*

c. Any final plat comments and/or requirements as provided by Hennepin County.

d. Any final plat comments and/or requirements from the City Attorney's office, and specifically regarding an updated certified abstract of title.

e. The successful recording of said plat (mylar) with Hennepin County.

RECOMMENDATION

Based on the above-noted findings, staff recommends the following motion:

*Motion to approve a Resolution recommending that the City Council approve **(1)** preliminary and final plat*

for the NORTH 100 BUSINESS PARK ADDITION, ***(2)*** *the submitted site and building plan,* ***(3)*** *re-zoning and establishment of a Planned Unit Development,* ***(4)*** *an amendment to the Zoning Code and associated Map to remove the Subject Property located at 1297 Shingle Creek Crossing from the Central Commerce Overlay District, and* ***(5)*** *an amendment to the City's 2040 Comprehensive Plan to allow for a re-designation of the Subject Property from Transit-Oriented Development (TOD) to Business Mixed-Use (B-MU), based on the submitted plans and findings of fact, as amended by the Conditions of Approval in the June 23, 2022 Planning Commission Report, and subject to final approval by the Metropolitan Council for the requested Comprehensive Plan Amendment.*

ATTACHMENTS

Exhibit A – Planning Commission Application No. 2022-004 Plans and Documents, submitted May 24, 2022.
Exhibit B – Public Hearing Notice Ad Proof, submitted for publication in the Brooklyn Center Sun Post, and dated June 16, 2022.
Exhibit C – City Council Concept Plan Review Memos, dated May 24, 2021, and November 22, 2021.
Exhibit D – City Council Resolution No. 2011-128 (*Resolution Regarding the Disposition of Planning Commission Application No. 2011-015 Submitted by Sears, Roebuck and Co.).*
Exhibit E – Review Memorandum, prepared by City Engineer Mike Albers, and dated June 17, 2022, and provided redlined civil and plat sets.
Exhibit F – Review Memorandum, prepared by Building Official Dan Grinsteinner, and dated June 21, 2022.

Exhibit A

SCANNELL
PROPERTIES

Scannell Properties
294 Grove Lane East
Suite 140
Wayzata, MN 55391
(763) 331-8850
www.scannellproperties.com

February 16, 2022

City of Brooklyn Center
6301 Shingle Creek Parkway
Brooklyn Center, MN 55430-2199

RE: Application for Planning Consideration
North 100 Business Park, a planned redevelopment of the former Sears site
1297 Shingle Creek Crossing, Brooklyn Center, MN 55430

Dear Planning Commission & City Council:

Scannell Properties is requesting Site & Building Plan Approval, Preliminary Plat, Final Plat, and a PUD Amendment at the former Sears site near the intersection of Brooklyn Boulevard and Highway 100. We are proposing construction of two single-story business park buildings on +/-15.3 acres. totaling 228,750 square feet, including one 120,000 square foot building and one 108,750 square foot building. The proposed buildings are speculative in nature with no pre-lease tenants identified at this time and will each accommodate between one and four businesses.

The buildings will be constructed of pre-cast panels with reveals and painted for a pleasing composition of color and geometries. They will have interior clear heights of 28' to attract businesses in need of modern, Class A, space to operate and grow. The buildings will be accented with glass window systems providing a two-story perspective, steps in the precast system both in plan and elevation, decorative metal panels, and entry canopies.

The primary site access will be from 55th Avenue and Xerxes Avenue to the west and will include connections to the surrounding access drives shared with the adjacent properties. The proposed plan includes pedestrian ways throughout the project with connections to the surrounding sidewalks and trails. The shared truck court between the buildings will be screened with a berm and landscaping along the south edge and ample landscaping within strategically aligned islands on the north side. The project architect is Mohagen Hansen out of Wayzata, MN, and the civil engineer is Kimley-Horn out of St. Paul, MN.

As discussed in previous work sessions with City Council, several uses have been explored for this site over the last year and beyond. Ultimately, we have concluded the highest and best use that can be supported by the market is an employment-based use. A business park setting will achieve several objectives, including:

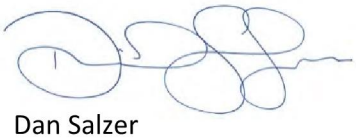
- Provide growth opportunities for local businesses looking to expand and/or modernize
- Attract new employers to the City of Brooklyn Center
- Create quality jobs for local residence (projected to be between 230 to 300+)

- Drastically increase the current tax base for the site
- Increase the local employment base to support local retailers in the vicinity of the project

Typical uses for these types of buildings include office, warehouse, manufacturing, production, lab, and R&D. Subject to approval, our goal is to proceed with demo and construction in 2022 to allow for occupancy in 2023.

We appreciate your consideration and all of the time, effort, and input from you, staff, and the community over the last year. We are incredibly excited to move this project forward and believe it will be of tremendous value to the community as a whole. If you have any questions, please contact me by phone or at dans@scannellproperties.com.

SCANNELL PROPERTIES



Dan Salzer
Senior Development Manager

cc: Joe David, Transformco

1 A201 1ST LEVEL - FLOOR PLAN
1" = 20'-0"

K:\Jobs\Scannell\BrooklynCenter120k\22048_BrooklynCenter120kShell\04_Dwg\0_MasterDwgs\BrooklynCenter_110k_Master.rvt

PROJECT NAME

BROOKLYN CENTER
110,000 SF WAREHOUSE
NEW CONSTRUCTION

SCANNELL PROPERTIES

ARCHITECT

MOHAGEN HANSEN Architecture | Interiors
1000 Twelve Oaks Center Dr.
Suite 200
Wayzata MN 55391
Tel 952-426-7400
Fax 952-426-7440

REGISTRATION

NOT FOR CONSTRUCTION

THE ARCHITECT SHALL BE DEEMED THE AUTHORS AND OWNERS OF THEIR RESPECTIVE INSTRUMENTS OF SERVICE AND SHALL RETAIN ALL COMMON LAW, STATUTORY AND OTHER RESERVED RIGHTS, INCLUDING COPYRIGHTS OF THE ATTACHED DOCUMENTS.

ISSUE RECORD

NO.	DESCRIPTION	DATE

DRAWING INFORMATION

PROJECT NUMBER:	Project Number
DRAWN BY:	AAUTREY
CHECKED BY:	SPAETZEL
DATE:	05/23/2022
COMPUTER DIRECTORY:	Path

SHEET DESCRIPTION

FLOOR PLAN - FIRST LEVEL

PHASE

SCHEMATIC DESIGN

N

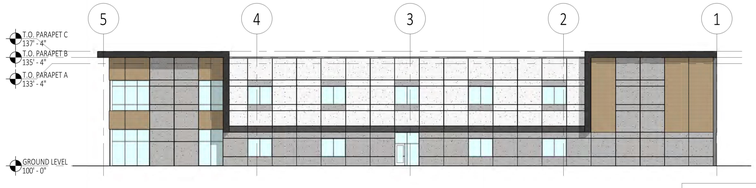
A201



5 A300 **3D View 1**

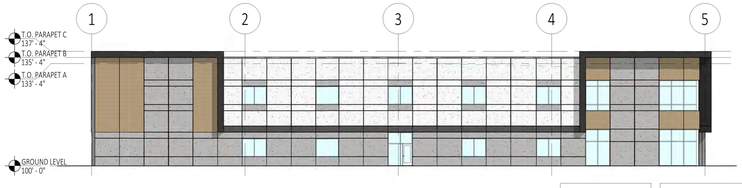
EXTERIOR MATERIALS LEGEND	
PC-1	PRECAST CONCRETE WALL PANELS WITH STUCCO TEXTURE - PAINTED
FBC-1	WOOD-LOOK FIBER CEMENT RAINSCREEN. NICHIHA OR APPROVED ALTERNATE
ACM-1	ALUMINUM COMPOSITE MATERIAL PANEL - ALUCOBOND OR SIMILAR - COLOR: CHARCOAL GREY





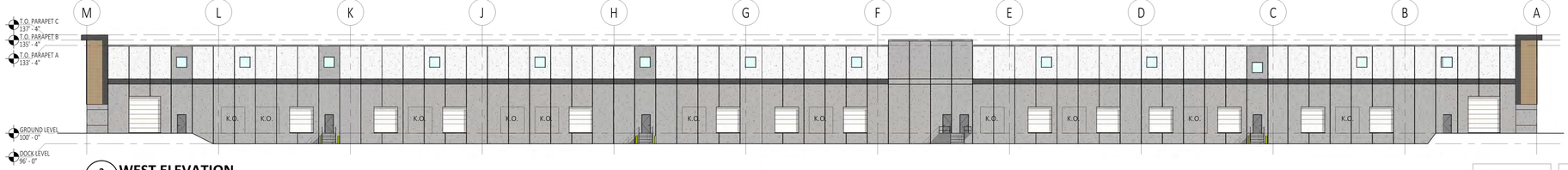
1 A300 **SOUTH ELEVATION**
1" = 20'-0"

CLASS 1 - 84%	CLASS 2 - 16%
PC-1 - 7,093 SF - 70% GLASS - 977 SF - 14%	FBC-1 - 867 SF - 12% ACM-1 - 271 SF - 4%



2 A300 **NORTH ELEVATION**
1" = 20'-0"

CLASS 1 - 84%	CLASS 2 - 16%
PC-1 - 7,093 SF - 70% GLASS - 977 SF - 14%	FBC-1 - 867 SF - 12% ACM-1 - 271 SF - 4%



3 A300 **WEST ELEVATION**
1" = 20'-0"

CLASS 1 - 98%	CLASS 2 - 2%
PC-1 - 19,522SF - 97% GLASS - 224 SF - 1%	FBC-1 - 292 SF - 1% ACM-1 - 138 SF - 1%



4 A300 **EAST ELEVATION**
1" = 20'-0"

CLASS 1 - 89%	CLASS 2 - 11%
PC-1 - 12,562 SF - 67% GLASS - 4,243 SF - 22%	FBC-1 - 1,213 SF - 7% ACM-1 - 651 SF - 4%

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PROJECT NAME

BROOKLYN CENTER
110,000 SF WAREHOUSE
NEW CONSTRUCTION

SCANNELL PROPERTIES

ARCHITECT

MOHAGEN HANSEN Architecture | Interiors
1000 Twelve Oaks Center Dr.
Suite 200
Wayzata MN 55391
Tel 952-426-7400
Fax 952-426-7440

REGISTRATION

NOT FOR CONSTRUCTION

THE ARCHITECT SHALL BE DEEMED THE AUTHORS AND OWNERS OF THEIR RESPECTIVE INSTRUMENTS OF SERVICE AND SHALL RETAIN ALL COMMON LAW, STATUTORY AND OTHER RESERVED RIGHTS, INCLUDING COPYRIGHTS OF THE ATTACHED DOCUMENTS.

ISSUE RECORD

NO.	DESCRIPTION	DATE

DRAWING INFORMATION

PROJECT NUMBER:	Project Number
DRAWN BY:	AAUTREY
CHECKED BY:	SPAETZEL
DATE:	06/14/2022
COMPUTER DIRECTORY:	Path

SHEET DESCRIPTION

EXTERIOR BUILDING ELEVATIONS

PHASE

SCHEMATIC DESIGN

A300

1 A201 1ST LEVEL - FLOOR PLAN
1" = 20'-0"

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PROJECT NAME

BROOKLYN CENTER
120,000 SF WAREHOUSE
NEW CONSTRUCTION

SCANNELL PROPERTIES

ARCHITECT

MOHAGEN HANSEN Architecture | Interiors
1000 Twelve Oaks Center Dr.
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REGISTRATION

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ISSUE RECORD

NO.	DESCRIPTION	DATE

DRAWING INFORMATION

PROJECT NUMBER: Project Number
DRAWN BY: AAUTREY
CHECKED BY: SPAETZEL
DATE: 05/23/2022
COMPUTER DIRECTORY: Path

SHEET DESCRIPTION

FLOOR PLAN - FIRST LEVEL

PHASE

SCHEMATIC DESIGN

N

A201

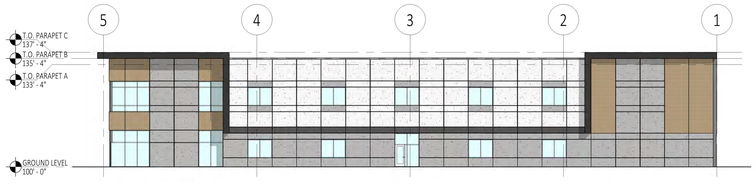


5 A300 **3D View 1**

EXTERIOR MATERIALS LEGEND

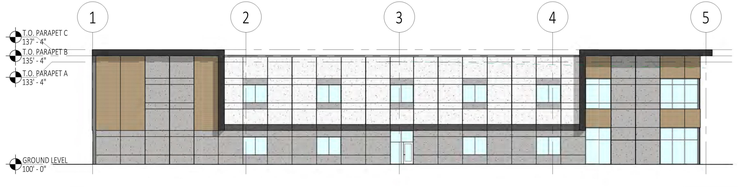
PC-1	PRECAST CONCRETE WALL PANELS WITH STUCCO TEXTURE - PAINTED
FBC-1	WOOD-LOOK FIBER CEMENT RAINSCREEN. NICHIHA OR APPROVED ALTERNATE
ACM-1	ALUMINUM COMPOSITE MATERIAL PANEL - ALUCOBOND OR SIMILAR - COLOR: CHARCOAL GREY





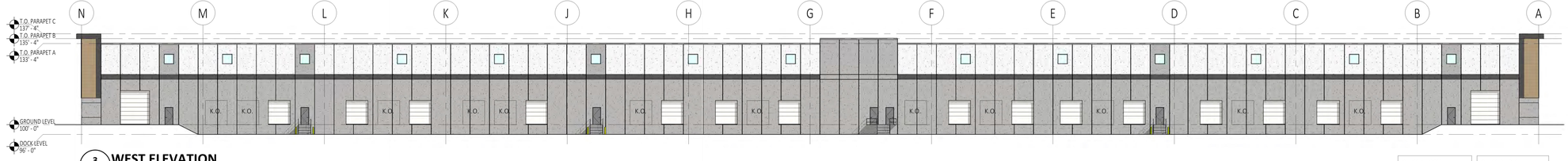
1 A300 **SOUTH ELEVATION**
1" = 20'-0"

CLASS 1 - 84%	CLASS 2 - 16%
PC-1 - 7,093 SF - 70% GLASS - 977 SF - 14%	FBC-1 - 867 SF - 12% ACM-1 - 271 SF - 4%



2 A300 **NORTH ELEVATION**
1" = 20'-0"

CLASS 1 - 84%	CLASS 2 - 16%
PC-1 - 7,093 SF - 70% GLASS - 977 SF - 14%	FBC-1 - 867 SF - 12% ACM-1 - 271 SF - 4%



3 A300 **WEST ELEVATION**
1" = 20'-0"

CLASS 1 - 98%	CLASS 2 - 2%
PC-1 - 21,280SF - 97% GLASS - 224 SF - 1%	FBC-1 - 296 SF - 1% ACM-1 - 138 SF - 1%



4 A300 **EAST ELEVATION**
1" = 20'-0"

CLASS 1 - 89%	CLASS 2 - 11%
PC-1 - 14,437 SF - 67% GLASS - 4,248 SF - 22%	FBC-1 - 1,213 SF - 7% ACM-1 - 675 SF - 4%

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PROJECT NAME

BROOKLYN CENTER
120,000 SF WAREHOUSE
NEW CONSTRUCTION

SCANNELL PROPERTIES

ARCHITECT

MOHAGEN HANSEN Architecture | Interiors
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Suite 200
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REGISTRATION

NOT FOR CONSTRUCTION

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ISSUE RECORD

NO.	DESCRIPTION	DATE

DRAWING INFORMATION

PROJECT NUMBER:	Project Number
DRAWN BY:	AAUTREY
CHECKED BY:	SPAETZEL
DATE:	06/14/2022
COMPUTER DIRECTORY:	Path

SHEET DESCRIPTION

EXTERIOR BUILDING ELEVATIONS

PHASE

SCHEMATIC DESIGN

A300

SITE DEVELOPMENT PLANS
FOR

NORTH 100 BUSINESS PARK

SECTION 3, TOWNSHIP 118N, RANGE 21W
BROOKLYN CENTER, HENNEPIN COUNTY, MN

PROJECT TEAM:

ENGINEER
KIMLEY-HORN AND ASSOCIATES, INC.

PREPARED BY: BRIAN M. WURDEMAN
767 EUSTIS STREET, SUITE 100
ST. PAUL, MN 55114
TELEPHONE (651) 645-4197

OWNER / DEVELOPER
SCANNELL PROPERTIES

294 GROVE LANE, SUITE 140
WAYZATA, MN 55391
TELEPHONE: (763) 331-8851
CONTACT: DAN SALZER

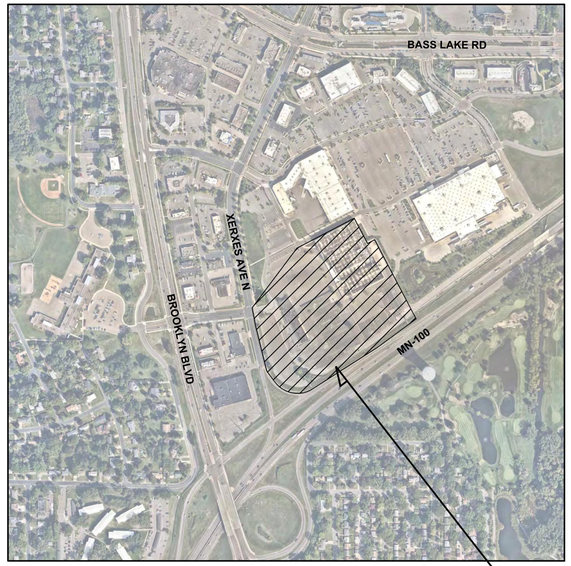
LANDSCAPE ARCHITECT
KIMLEY-HORN AND ASSOCIATES, INC.

PREPARED BY: RYAN HYLLESTED
767 EUSTIS STREET, SUITE 100
ST. PAUL, MN 55114
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CONTACT: SUE TARASAR

GEOTECHNICAL ENGINEER
BRAUN INTERTEC CORPORATION
11001 HAMPSHIRE AVENUE SOUTH
MINNEAPOLIS, MN 55438
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FAX: (952) 995-2020
CONTACT: STEVEN B. MARTIN, PE

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WAYZATA, MN 55391
TELEPHONE: (952) 426-7470
FAX: (952) 426-7440
CONTACT: STEPHEN PAETZEL



VICINITY
N.T.S.

NOTES:

1. CONTRACTOR SHALL CONFIRM THAT THE EXISTING CONDITIONS FOR THE SITE MATCH WHAT IS SHOWN ON THE DRAWINGS INCLUDED PRIOR TO CONSTRUCTION.
2. IF REPRODUCED, THE SCALES SHOWN ON THESE PLANS ARE BASED ON A ANSI full bleed D (34.00 x 22.00 Inches) SHEET.
3. ALL NECESSARY INSPECTIONS AND/OR CERTIFICATIONS REQUIRED BY CODES AND/OR UTILITY SERVICES COMPANIES SHALL BE PERFORMED PRIOR TO ANNOUNCED BUILDING POSSESSION AND THE FINAL CONNECTION OF SERVICES.
4. ALL GENERAL CONTRACTOR WORK TO BE COMPLETED (EARTHWORK, FINAL UTILITIES, AND FINAL GRADING) BY THE MILESTONE DATE IN PROJECT DOCUMENTS.

Sheet List Table

Sheet Number	Sheet Title
C000	COVER SHEET
C100	GENERAL NOTES
C101	SWPPP
C102	PRELIMINARY PLAT
C200	OVERALL DEMO PLAN
C201	DEMO PLAN
C202	DEMO PLAN
C300	OVERALL SITE PLAN
C301	SITE PLAN
C302	SITE PLAN
C303	SITE DETAILS
C400	OVERALL GRADING PLAN
C401	GRADING PLAN
C402	GRADING PLAN
C403	GRADING DETAILS
C500	OVERALL UTILITY PLAN
C501	UTILITY PLAN
C502	UTILITY PLAN
C603	UTILITY DETAILS
C604	UTILITY DETAILS
L100	OVERALL LANDSCAPE PLAN
L101	LANDSCAPE PLAN
L102	LANDSCAPE PLAN
L103	LANDSCAPE DETAILS
L104	LANDSCAPE DETAILS

BENCHMARKS

SITE BENCHMARKS:
(LOCATIONS SHOWN ON SURVEY)

SBM #1 TOP OF TOP NUT OF FIRE HYDRANT IN CURB ISLAND NEAR NORTHWEST CORNER OF BUILDING.
ELEVATION=854.40 FT

SBM #2 TOP OF TOP NUT OF FIRE HYDRANT IN CURB ISLAND 115+/- FEET SOUTHEAST OF NORTHEAST CORNER OF OLD SEARS AUTO BUILDING.
ELEVATION=854.70 FT

SBM #3 TOP OF TOP NUT OF FIRE HYDRANT IN CURB ISLAND NEAR SOUTHWEST CORNER OF BUILDING
ELEVATION=854.65 FT

Know what's **below.**
Call before you dig.

PRELIMINARY - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

Kimley»Horn
2018 KIMLEY-HORN AND ASSOCIATES, INC.
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

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.

BRIAN M. WURDEMAN
DATE: 05/24/2022 LIC. NO. 53113 MN

KHA PROJECT 160846021
DATE 05/24/2022
SCALE AS SHOWN
DESIGNED BY RAV
DRAWN BY RAV
CHECKED BY BMW

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

COVER SHEET

SHEET NUMBER
C000

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This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

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This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

GENERAL CONSTRUCTION NOTES

1. THE CONTRACTOR AND SUBCONTRACTORS SHALL OBTAIN A COPY OF THE MN DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" (LATEST EDITION) AND BECOME FAMILIAR WITH THE CONTENTS PRIOR TO COMMENCING WORK, AND, UNLESS OTHERWISE NOTED, ALL WORK SHALL CONFORM AS APPLICABLE TO THESE STANDARDS AND SPECIFICATIONS.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR FURNISHING ALL MATERIAL AND LABOR TO CONSTRUCT THE FACILITY AS SHOWN AND DESCRIBED IN THE CONSTRUCTION DOCUMENTS IN ACCORDANCE WITH THE APPROPRIATE APPROVING AUTHORITIES, SPECIFICATIONS AND REQUIREMENTS. CONTRACTOR SHALL CLEAR AND GRUB ALL AREAS UNLESS OTHERWISE INDICATED, REMOVING TREES, STUMPS, ROOTS, MUCK, EXISTING PAVEMENT AND ALL OTHER DELETERIOUS MATERIAL.
3. THE EXISTING SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS QUALITY LEVEL "D" UNLESS OTHERWISE NOTED. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ACSE 38/02, ENTITLED STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF SUBSURFACE QUALITY DATA BY THE FHA. EXISTING UTILITIES SHOWN ARE LOCATED ACCORDING TO THE INFORMATION AVAILABLE TO THE ENGINEER AT THE TIME OF THE TOPOGRAPHIC SURVEY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR THE ENGINEER. GUARANTEE IS NOT MADE THAT ALL EXISTING UNDERGROUND UTILITIES ARE SHOWN OR THAT THE LOCATION OF THOSE SHOWN ARE ENTIRELY ACCURATE. FINDING THE ACTUAL LOCATION OF ANY EXISTING UTILITIES IS THE CONTRACTOR'S RESPONSIBILITY AND SHALL BE DONE BEFORE COMMENCING ANY WORK IN THE VICINITY. FURTHERMORE, THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES DUE TO THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES. THE OWNER OR ENGINEER WILL ASSUME NO LIABILITY FOR ANY DAMAGES SUSTAINED OR COST INCURRED BECAUSE OF THE OPERATIONS IN THE VICINITY OF EXISTING UTILITIES OR STRUCTURES, NOR FOR TEMPORARY BRACING AND SHORING OF SAME. IF IT IS NECESSARY TO SHORE, BRACE, SWING OR RELOCATE A UTILITY, THE UTILITY COMPANY OR DEPARTMENT AFFECTED SHALL BE CONTACTED AND THEIR PERMISSION OBTAINED REGARDING THE METHOD TO USE FOR SUCH WORK.
4. IT IS THE CONTRACTOR'S RESPONSIBILITY TO CONTACT THE VARIOUS UTILITY COMPANIES WHICH MAY HAVE BURIED OR AERIAL UTILITIES WITHIN OR NEAR THE CONSTRUCTION AREA BEFORE COMMENCING WORK. THE CONTRACTOR SHALL PROVIDE 48 HOURS MINIMUM NOTICE TO ALL UTILITY COMPANIES PRIOR TO BEGINNING CONSTRUCTION.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL REQUIRED CONSTRUCTION PERMITS AND BONDS IF REQUIRED PRIOR TO CONSTRUCTION.
6. THE CONTRACTOR SHALL HAVE AVAILABLE AT THE JOB SITE AT ALL TIMES ONE COPY OF THE CONSTRUCTION DOCUMENTS INCLUDING PLANS, SPECIFICATIONS, GEOTECHNICAL REPORT AND SPECIAL CONDITIONS AND COPIES OF ANY REQUIRED CONSTRUCTION PERMITS.
7. ANY DISCREPANCIES ON THE DRAWINGS SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE OWNER AND ENGINEER BEFORE COMMENCING WORK. NO FIELD CHANGES OR DEVIATIONS FROM DESIGN ARE TO BE MADE WITHOUT PRIOR APPROVAL OF THE OWNER AND NOTIFICATION TO THE ENGINEER.
8. ALL COPIES OF COMPACTION, CONCRETE AND OTHER REQUIRED TEST RESULTS ARE TO BE SENT TO THE OWNER DIRECTLY FROM THE TESTING AGENCY.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DOCUMENTING AND MAINTAINING AS-BUILT INFORMATION WHICH SHALL BE RECORDED AS CONSTRUCTION PROGRESSES OR AT THE COMPLETION OF APPROPRIATE CONSTRUCTION INTERVALS AND SHALL BE RESPONSIBLE FOR PROVIDING AS-BUILT DRAWINGS TO THE OWNER FOR THE PURPOSE OF CERTIFICATION TO JURISDICTIONAL AGENCIES AS REQUIRED. ALL AS-BUILT DATA SHALL BE COLLECTED BY A STATE OF MN PROFESSIONAL LAND SURVEYOR WHOSE SERVICES ARE ENGAGED BY THE CONTRACTOR.
10. ANY WELLS DISCOVERED ON SITE THAT WILL HAVE NO USE MUST BE PLUGGED BY A LICENSED WELL DRILLING CONTRACTOR IN A MANNER APPROVED BY ALL JURISDICTIONAL AGENCIES. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ANY WELL ABANDONMENT PERMITS REQUIRED.
11. ANY WELL DISCOVERED DURING EARTH MOVING OR EXCAVATION SHALL BE REPORTED TO THE APPROPRIATE JURISDICTIONAL AGENCIES WITHIN 24 HOURS AFTER DISCOVERY IS MADE.
12. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THAT THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS DO NOT CONFLICT WITH ANY KNOWN EXISTING OR OTHER PROPOSED IMPROVEMENTS. IF ANY CONFLICTS ARE DISCOVERED, THE CONTRACTOR SHALL NOTIFY THE OWNER PRIOR TO INSTALLATION OF ANY PORTION OF THE SITE WORK THAT WOULD BE AFFECTED. FAILURE TO NOTIFY OWNER OF AN IDENTIFIABLE CONFLICT PRIOR TO PROCEEDING WITH INSTALLATION RELIEVES OWNER OF ANY OBLIGATION TO PAY FOR A RELATED CHANGE ORDER.
13. SHOULD CONTRACTOR ENCOUNTER ANY DEBRIS LADEN SOIL, STRUCTURES NOT IDENTIFIED IN THE DOCUMENTS, OR OTHER SOURCE OF POTENTIAL CONTAMINATION, THEY SHALL IMMEDIATELY CONTACT THE ENGINEER AND OWNER.

EROSION CONTROL MAINTENANCE

ALL MEASURES STATED ON THE EROSION AND SEDIMENT CONTROL PLAN, AND IN THE STORM WATER POLLUTION PREVENTION PLAN, SHALL BE MAINTAINED IN FULLY FUNCTIONAL CONDITION AS REQUIRED BY ALL JURISDICTIONS UNTIL NO LONGER REQUIRED FOR A COMPLETED PHASE OF WORK OR FINAL STABILIZATION OF THE SITE. ALL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE CHECKED BY A CERTIFIED PERSON AT LEAST ONCE EVERY 7 CALENDAR DAYS AND WITHIN 24 HOURS OF THE END OF A 0.5" RAINFALL EVENT, AND CLEANED AND REPAIRED IN ACCORDANCE WITH THE FOLLOWING:

INLET PROTECTION DEVICES AND BARRIERS SHALL BE REPAIRED OR REPLACED IF THEY SHOW SIGNS OF UNDERMINING, OR DETERIORATION.

1. ALL SEEDED AREAS SHALL BE CHECKED REGULARLY TO SEE THAT A GOOD STAND IS MAINTAINED. AREAS SHOULD BE FERTILIZED, WATERED AND RESEEDED AS NEEDED. FOR MAINTENANCE REQUIREMENTS REFER TO THE STANDARD SPECIFICATIONS.
2. SILT FENCES SHALL BE REPAIRED TO THEIR ORIGINAL CONDITIONS IF DAMAGED. SEDIMENT SHALL BE REMOVED FROM THE SILT FENCES WHEN IT REACHES ONE-THIRD THE HEIGHT OF THE SILT FENCE.
3. THE CONSTRUCTION ENTRANCE(S) SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR FLOW OF MUD ONTO PUBLIC RIGHTS-OF-WAY. THIS MAY REQUIRE PERIODIC TOP DRESSING OF THE CONSTRUCTION ENTRANCES AS CONDITIONS DEMAND.
4. THE TEMPORARY PARKING AND STORAGE AREA SHALL BE KEPT IN GOOD CONDITION (SUITABLE FOR PARKING AND STORAGE). THIS MAY REQUIRE PERIODIC TOP DRESSING OF THE TEMPORARY PARKING AS CONDITIONS DEMAND.
5. ALL MAINTENANCE OPERATIONS SHALL BE DONE IN A TIMELY MANNER BUT IN NO CASE LATER THAN 2 CALENDAR DAYS FOLLOWING THE INSPECTION.

TYPICAL OWNER/ENGINEER OBSERVATIONS

CONTRACTOR SHALL NOTIFY OWNER AND/OR ENGINEER 48 HOURS IN ADVANCE OF THE FOLLOWING ACTIVITIES:

- PRE-CONSTRUCTION MEETING, SUBGRADE PREPARATION, BASE INSTALLATION
ASPHALT INSTALLATION, UNDERGROUND PIPING AND UTILITIES INSTALLATION,
INSTALLATION OF STRUCTURES, CHECK VALVES, HYDRANTS, METERS, ETC., SIDEWALK
INSTALLATION, CONNECTIONS TO WATER AND SEWER MAINS, TESTS OF UTILITIES

EROSION CONTROL NOTES

1. THE STORM WATER POLLUTION PREVENTION PLAN ("SWPPP") IS COMPRISED OF THE EROSION CONTROL PLAN, THE STANDARD DETAILS, THE PLAN NARRATIVE, ATTACHMENTS INCLUDED IN THE SPECIFICATIONS OF THE SWPPP, PLUS THE PERMIT AND ALL SUBSEQUENT REPORTS AND RELATED DOCUMENTS.
2. ALL CONTRACTORS AND SUBCONTRACTORS INVOLVED WITH STORM WATER POLLUTION PREVENTION SHALL OBTAIN A COPY OF THE STORM WATER POLLUTION PREVENTION PLAN AND THE STATE OF MN NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM GENERAL PERMIT (NPDES PERMIT) AND BECOME FAMILIAR WITH THEIR CONTENTS.
3. BEST MANAGEMENT PRACTICES (BMP'S) AND CONTROLS SHALL CONFORM TO FEDERAL, STATE, OR LOCAL REQUIREMENTS OR MANUAL OF PRACTICE, AS APPLICABLE. THE CONTRACTOR SHALL IMPLEMENT ADDITIONAL CONTROLS AS DIRECTED BY THE PERMITTING AGENCY OR OWNER.
4. SITE ENTRY AND EXIT LOCATIONS SHALL BE MAINTAINED IN A CONDITION THAT WILL PREVENT THE TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC ROADWAYS. ALL SEDIMENT SPILLED, DROPPED, WASHED, OR TRACKED ON A PUBLIC ROADWAY MUST BE REMOVED IMMEDIATELY. WHEN WASHING IS REQUIRED TO REMOVE SEDIMENT PRIOR TO ENTRANCE ONTO A PUBLIC ROADWAY, IT SHALL BE DONE IN AN AREA STABILIZED WITH CRUSHED STONE WHICH DRAINS INTO AN APPROVED SEDIMENT BASIN. ALL FINES IMPOSED FOR DISCHARGING SEDIMENT ONTO PUBLIC AREAS SHALL BE PAID BY THE CONTRACTOR.
5. TEMPORARY SEEDING OR OTHER APPROVED METHODS OF STABILIZATION SHALL BE INITIATED WITHIN 7 DAYS OF THE LAST DISTURBANCE ON ANY AREA OF THE SITE.
6. THE CONTRACTOR SHALL MINIMIZE CLEARING TO THE MAXIMUM EXTENT PRACTICAL OR AS REQUIRED BY THE GENERAL PERMIT.
7. CONTRACTOR SHALL DENOTE ON PLAN THE TEMPORARY PARKING AND STORAGE AREA WHICH SHALL ALSO BE USED AS THE EQUIPMENT MAINTENANCE AND CLEANING AREA, EMPLOYEE PARKING AREA, AND AREA FOR LOCATING PORTABLE FACILITIES, OFFICE TRAILERS, AND TOILET FACILITIES.
8. ALL WASH WATER (CONCRETE TRUCKS, VEHICLE CLEANING, EQUIPMENT CLEANING, ETC.) SHALL BE DETAINED AND PROPERLY TREATED OR DISPOSED.
9. SUFFICIENT OIL AND GREASE ABSORBING MATERIALS AND FLOTATION BOOMS SHALL BE MAINTAINED ON SITE OR READILY AVAILABLE TO CONTAIN AND CLEAN-UP FUEL OR CHEMICAL SPILLS AND LEAKS.
10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DUST CONTROL ON SITE. THE USE OF MOTOR OILS AND OTHER PETROLEUM BASED OR TOXIC LIQUIDS FOR DUST SUPPRESSION OPERATIONS IS PROHIBITED.
11. RUBBISH, TRASH, GARBAGE, LITTER, OR OTHER SUCH MATERIALS SHALL BE DEPOSITED INTO SEALED CONTAINERS. MATERIALS SHALL BE PREVENTED FROM LEAVING THE PREMISES THROUGH THE ACTION OF WIND OR STORM WATER DISCHARGE INTO DRAINAGE DITCHES OR WATERS OF THE STATE.
12. ALL STORM WATER POLLUTION PREVENTION MEASURES PRESENTED ON THE PLAN SHALL BE INITIATED AS SOON AS IS PRACTICABLE.
13. ALL STAGING AREAS, STOCKPILES, SPOILS, ETC. SHALL BE LOCATED SUCH THAT THEY WILL NOT ADVERSELY AFFECT STORM WATER QUALITY. OTHERWISE, COVERING OR ENCIRCLING THESE AREAS WITH SOME PROTECTIVE MEASURE WILL BE NECESSARY.
14. CONTRACTOR SHALL BE RESPONSIBLE FOR RE-ESTABLISHING ANY EROSION CONTROL DEVICE WHICH THEY DISTURB. EACH CONTRACTOR SHALL NOTIFY THE OWNER'S REPRESENTATIVE OF ANY DEFICIENCIES IN THE ESTABLISHED EROSION CONTROL MEASURES THAT MAY LEAD TO UNAUTHORIZED DISCHARGE OR STORM WATER POLLUTION, SEDIMENTATION, OR OTHER POLLUTANTS. UNAUTHORIZED POLLUTANTS INCLUDE (BUT ARE NOT LIMITED TO) EXCESS CONCRETE DUMPING OR CONCRETE RESIDUE, PAINTS, SOLVENTS, GREASES, FUEL AND LUBRICANT OIL, PESTICIDES, AND ANY SOLID WASTE MATERIALS.
15. EROSION CONTROL DEVICES SHOWN ON THESE PLANS SHALL BE INSTALLED PRIOR TO THE START OF LAND-DISTURBING ACTIVITIES ON THE PROJECT.
16. ALL EROSION CONTROL DEVICES ARE TO BE INSTALLED IN ACCORDANCE WITH THE APPROVED PLANS AND SPECIFICATIONS FOR THIS PROJECT. CHANGES ARE TO BE APPROVED BEFORE CONSTRUCTION BY THE DESIGN ENGINEER AND THE CITY OF BROOKLYN CENTER ENGINEERING DIVISION.
17. IF THE EROSION CONTROL PLAN AS APPROVED CANNOT CONTROL EROSION AND OFF-SITE SEDIMENTATION FROM THE PROJECT, THE EROSION CONTROL PLAN WILL HAVE TO BE REVISED AND/OR ADDITIONAL EROSION CONTROL DEVICES WILL BE REQUIRED ON SITE. ANY REVISIONS TO THE EROSION CONTROL PLAN MADE BY THE CONTRACTOR MUST BE APPROVED BY THE ENGINEER.

PAVING AND STRIPING NOTES

1. ALL PAVING, CONSTRUCTION, MATERIALS, AND WORKMANSHIP WITHIN JURISDICTION'S RIGHT-OF-WAY SHALL BE IN ACCORDANCE WITH LOCAL OR COUNTY SPECIFICATIONS AND STANDARDS (LATEST EDITION) OR MN/DOT SPECIFICATIONS AND STANDARDS (LATEST EDITION) IF NOT COVERED BY LOCAL OR COUNTY REGULATIONS.
2. ALL SIGNS, PAVEMENT MARKINGS, AND OTHER TRAFFIC CONTROL DEVICES SHALL CONFORM TO MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (M.U.T.C.D) AND CITY STANDARDS.
3. CONTRACTOR SHALL FURNISH ALL PAVEMENT MARKINGS FOR FIRE LANES, ROADWAY LANES, PARKING STALLS, ACCESSIBLE PARKING SYMBOLS, ACCESS AISLES, STOP BARS AND SIGNS, AND MISCELLANEOUS STRIPING WITHIN THE PARKING LOT AS SHOWN ON THE PLANS.
4. ALL EXPANSION JOINTS SHALL EXTEND THROUGH THE CURB.
5. THE MINIMUM LENGTH OF OFFSET JOINTS AT RADIUS POINTS SHALL BE 2 FEET.
6. ALL JOINTS, INCLUDING EXPANSION JOINTS WITH REMOVABLE TACK STRIPS, SHALL BE SEALED WITH JOINT SEALANT.
7. THE MATERIALS AND PROPERTIES OF ALL CONCRETE SHALL MEET THE APPLICABLE REQUIREMENTS IN THE A.C.I. (AMERICAN CONCRETE INSTITUTE) MANUAL OF CONCRETE PRACTICE.
8. CONTRACTOR SHALL APPLY A SECOND COATING OVER ALL PAVEMENT MARKINGS PRIOR TO ACCEPTANCE BY OWNER FOLLOWED BY A COAT OF GLASS BEADS AS APPLICABLE PER THE PROJECT DOCUMENTS.
9. ANY EXISTING PAVEMENT, CURBS AND/OR SIDEWALKS DAMAGED OR REMOVED WILL BE REPAIRED BY THE CONTRACTOR AT HIS EXPENSE TO THE SATISFACTION OF THE ENGINEER AND OWNER.
10. BEFORE PLACING PAVEMENT, CONTRACTOR SHALL VERIFY SUITABLE ACCESSIBLE ROUTES (PER A.D.A). GRADING FOR ALL SIDEWALKS AND ACCESSIBLE ROUTES INCLUDING CROSSING DRIVEWAYS SHALL CONFORM TO CURRENT ADA STATE/NATIONAL STANDARDS. IN NO CASE SHALL ACCESSIBLE RAMP SLOPES EXCEED 1 VERTICAL TO 12 HORIZONTAL. IN NO CASE SHALL SIDEWALK CROSS SLOPES EXCEED 2% . IN NO CASE SHALL LONGITUDINAL SIDEWALK SLOPES EXCEED 5%. IN NO CASE SHALL ACCESSIBLE PARKING STALLS OR AISLES EXCEED 2% (1.5% TARGET) IN ALL DIRECTIONS. SIDEWALK ACCESS TO EXTERNAL BUILDING DOORS AND GATES SHALL BE ADA COMPLIANT. CONTRACTOR SHALL NOTIFY ENGINEER IMMEDIATELY IF ADA CRITERIA CANNOT BE MET IN ANY LOCATION PRIOR TO PAVING. NO CONTRACTOR CHANGE ORDERS WILL BE ACCEPTED FOR A.D.A COMPLIANCE ISSUES.
11. MAXIMUM JOINT SPACING IS TWICE THE DEPTH OF THE CONCRETE PAVEMENT IN FEET.

GRADING AND DRAINAGE NOTES

1. GENERAL CONTRACTOR AND ALL SUBCONTRACTORS SHALL VERIFY THE SUITABILITY OF ALL EXISTING AND PROPOSED SITE CONDITIONS INCLUDING GRADES AND DIMENSIONS BEFORE START OF CONSTRUCTION. THE ENGINEER SHALL BE NOTIFIED IMMEDIATELY OF ANY DISCREPANCIES.
2. THE CONTRACTOR SHALL GRADE THE SITE TO THE ELEVATIONS INDICATED AND SHALL ADJUST BMP'S AS NECESSARY AND REGRADE WASHOUTS WHERE THEY OCCUR AFTER EVERY RAINFALL UNTIL A GRASS STAND IS WELL ESTABLISHED OR ADEQUATE STABILIZATION OCCURS.
3. CONTRACTOR SHALL ENSURE THERE IS POSITIVE DRAINAGE FROM THE PROPOSED BUILDINGS SO THAT SURFACE RUNOFF WILL DRAIN BY GRAVITY TO NEW OR EXISTING DRAINAGE OUTLETS. CONTRACTOR SHALL ENSURE NO PONDING OCCURS IN PAVED AREAS AND SHALL NOTIFY ENGINEER IF ANY GRADING DISCREPANCIES ARE FOUND IN THE EXISTING AND PROPOSED GRADES PRIOR TO PLACEMENT OF PAVEMENT OR UTILITIES.
4. CONTRACTOR SHALL PROTECT ALL MANHOLE COVERS, VALVE COVERS, VAULT LIDS, FIRE HYDRANTS, POWER POLES, GUY WIRES, AND TELEPHONE BOXES THAT ARE TO REMAIN IN PLACE AND UNDISTURBED DURING CONSTRUCTION. EXISTING CASTINGS AND STRUCTURES TO REMAIN SHALL BE ADJUSTED TO MATCH THE PROPOSED FINISHED GRADES.
5. BACKFILL FOR UTILITY LINES SHALL BE PLACED PER DETAILS, STANDARDS, AND SPECIFICATIONS SO THAT THE UTILITY WILL BE STABLE. WHERE UTILITY LINES CROSS THE PARKING LOT, THE TOP 6 INCHES SHALL BE COMPACTED SIMILARLY TO THE REMAINDER OF THE LOT. UTILITY DITCHES SHALL BE VISUALLY INSPECTED DURING THE EXCAVATION PROCESS TO ENSURE THAT UNDESIRABLE FILL IS NOT USED.
6. CONTRACTOR IS RESPONSIBLE FOR THE REMOVAL AND REPLACEMENT OF 4" OF TOPSOIL AT COMPLETION OF WORK. ALL UNPAVED AREAS IN EXISTING RIGHTS-OF-WAY DISTURBED BY CONSTRUCTION SHALL BE REGRADED AND SODDED.
7. AFTER PLACEMENT OF SUBGRADE AND PRIOR TO PLACEMENT OF PAVEMENT, CONTRACTOR SHALL TEST AND OBSERVE PAVEMENT AREAS FOR EVIDENCE OF PONDING. ALL AREAS SHALL ADEQUATELY DRAIN TOWARDS THE INTENDED STRUCTURE TO CONVEY STORM RUNOFF. CONTRACTOR SHALL IMMEDIATELY NOTIFY OWNER AND ENGINEER IF ANY DISCREPANCIES ARE DISCOVERED.
8. WHERE EXISTING PAVEMENT IS INDICATED TO BE REMOVED AND REPLACED, THE CONTRACTOR SHALL SAW CUT FULL DEPTH FOR A SMOOTH AND STRAIGHT JOINT AND REPLACE THE PAVEMENT WITH THE SAME TYPE AND DEPTH OF MATERIAL AS EXISTING OR AS INDICATED.
9. THE CONTRACTOR SHALL INSTALL PROTECTION OVER ALL DRAINAGE STRUCTURES FOR THE DURATION OF CONSTRUCTION AND UNTIL ACCEPTANCE OF THE PROJECT BY THE OWNER. ALL DRAINAGE STRUCTURES SHALL BE CLEANED OF DEBRIS AS REQUIRED DURING AND AT THE END OF CONSTRUCTION TO PROVIDE POSITIVE DRAINAGE FLOWS.
10. IF DEWATERING IS REQUIRED, THE CONTRACTOR SHALL OBTAIN ANY APPLICABLE REQUIRED PERMITS. THE CONTRACTOR IS TO COORDINATE WITH THE OWNER AND THE DESIGN ENGINEER PRIOR TO ANY EXCAVATION.
11. FIELD DENSITY TESTS SHALL BE TAKEN AT INTERVALS IN ACCORDANCE WITH THE LOCAL JURISDICTIONAL AGENCY OR TO MN/DOT STANDARDS. IN THE EVENT THAT THE CONTRACT DOCUMENTS AND THE JURISDICTIONAL AGENCY REQUIREMENTS ARE NOT IN AGREEMENT, THE MOST STRINGENT SHALL GOVERN.
12. ALL SLOPES AND AREAS DISTURBED BY CONSTRUCTION SHALL BE GRADED AS PER PLANS. THE AREAS SHALL THEN BE SODDED OR SEEDED AS SPECIFIED IN THE PLANS, FERTILIZED, MULCHED, WATERED AND MAINTAINED UNTIL HARDY GRASS GROWTH IS ESTABLISHED IN ALL AREAS. ANY AREAS DISTURBED FOR ANY REASON PRIOR TO FINAL ACCEPTANCE OF THE JOB SHALL BE CORRECTED BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER. ALL EARTHEN AREAS WILL BE SODDED OR SEEDED AND MULCHED AS SHOWN ON THE LANDSCAPING PLAN.
13. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE CONTROL OF DUST AND DIRT RISING AND SCATTERING IN THE AIR DURING CONSTRUCTION AND SHALL PROVIDE WATER SPRINKLING OR OTHER SUITABLE METHODS OF CONTROL. THE CONTRACTOR SHALL COMPLY WITH ALL GOVERNING REGULATIONS PERTAINING TO ENVIRONMENTAL PROTECTION.
14. SOD, WHERE CALLED FOR, MUST BE INSTALLED AND MAINTAINED ON EXPOSED SLOPES WITHIN 48 HOURS OF COMPLETING FINAL GRADING, AND AT ANY OTHER TIME AS NECESSARY, TO PREVENT EROSION, SEDIMENTATION OR TURBID DISCHARGES.
15. THE CONTRACTOR SHALL ENSURE THAT LANDSCAPE ISLAND PLANTING AREAS AND OTHER PLANTING AREAS ARE NOT COMPACTED AND DO NOT CONTAIN ROAD BASE MATERIALS. THE CONTRACTOR SHALL ALSO EXCAVATE AND REMOVE ALL UNDESIRABLE MATERIAL FROM ALL AREAS ON THE SITE TO BE PLANTED AND PROPERLY DISPOSED OF IN A LEGAL MANNER.
16. THE CONTRACTOR SHALL INSTALL ALL UNDERGROUND STORM WATER PIPING PER MANUFACTURER'S RECOMMENDATIONS AND MN/DOT SPECIFICATION.
17. ALL CONCRETE/ASPHALT SHALL BE INSTALLED PER GEOTECH REPORT, CITY OF BROOKLYN CENTER AND MN/DOT SPECIFICATIONS.
18. SPOT ELEVATIONS ARE TO FLOWLINE OF CURB UNLESS OTHERWISE NOTED.
19. LIMITS OF CONSTRUCTION ARE TO THE PROPERTY LINE UNLESS OTHERWISE SPECIFIED ON THE PLAN.
20. IMMEDIATELY REPORT TO THE OWNER ANY DISCREPANCIES FOUND BETWEEN ACTUAL FIELD CONDITIONS AND CONSTRUCTION DOCUMENTS.
21. THE CONTRACTOR IS RESPONSIBLE FOR LOCATING AND PROTECTING EXISTING UTILITIES, AND SHALL REPAIR ALL DAMAGE TO EXISTING UTILITIES THAT OCCUR DURING CONSTRUCTION WITHOUT COMPENSATION.
22. BLEND NEW EARTHWORK SMOOTHLY TO TRANSITION BACK TO EXISTING GRADE.
23. ALL PROPOSED GRADES ONSITE SHALL BE 3:1 OR FLATTER UNLESS OTHERWISE INDICATED ON THE PLANS. ANY SLOPES STEEPER THAN 4:1 REQUIRE EROSION AND SEDIMENT CONTROL BLANKET.
24. ADHERE TO ALL TERMS AND CONDITIONS AS NECESSARY IN THE GENERAL N.P.D.E.S. PERMIT AND STORMWATER POLLUTION PREVENTION PLAN FOR STORMWATER DISCHARGE ASSOCIATED WITH CONSTRUCTION ACTIVITIES.
25. ADJUST AND/OR CUT EXISTING PAVEMENT AS NECESSARY TO ASSURE A SMOOTH FIT AND CONTINUOUS GRADE.
26. CONTRACTOR SHALL ENSURE MINIMUM GRADES ARE MET WITHIN PAVED AREAS, 1.2% FOR ASPHALT PAVING AND 0.6% FOR CONCRETE PAVING.

3RD PARTY TEST REPORTS REQ'D

TEST REPORTS REQUIRED FOR CLOSE OUT INCLUDE, BUT ARE NOT LIMITED TO:

- DENSITY TEST REPORTS
- BACTERIOLOGICAL TESTS OF WATER SYSTEM
- PRESSURE TEST OF WATER/SEWER
- LEAK TESTS ON SEWER SYSTEM AND GREASE TRAPS
- ANY OTHER TESTING REQUIRED BY THE AGENCY/MUNICIPALITY

REFER TO GEOTECHNICAL REPORT NO. B2101248
BRAUN INTERTEC CORPORATION
11001 HAMPSHIRE AVENUE S
MINNEAPOLIS, MN 55438
DATED APRIL 9, 2021

WATER STORM SEWER & SANITARY SEWER NOTES

1. THE CONTRACTOR SHALL CONSTRUCT GRAVITY SEWER LATERALS, MANHOLES, GRAVITY SEWER LINES, AND DOMESTIC WATER AND FIRE PROTECTION SYSTEM AS SHOWN ON THESE PLANS. THE CONTRACTOR SHALL FURNISH ALL NECESSARY MATERIALS, EQUIPMENT, MACHINERY, TOOLS, MEANS OF TRANSPORTATION AND LABOR NECESSARY TO COMPLETE THE WORK IN FULL AND COMPLETE ACCORDANCE WITH THE SHOWN, DESCRIBED AND REASONABLY INTENDED REQUIREMENTS OF THE CONTRACT DOCUMENTS AND JURISDICTIONAL AGENCY REQUIREMENTS. IN THE EVENT THAT THE CONTRACT DOCUMENTS AND THE JURISDICTIONAL AGENCY REQUIREMENTS ARE NOT IN AGREEMENT, THE MOST STRINGENT SHALL GOVERN.
2. ALL EXISTING UNDERGROUND UTILITY LOCATIONS SHOWN ARE APPROXIMATE. THE CONTRACTOR SHALL COMPLY WITH ALL REQUIREMENTS FOR UTILITY LOCATION AND COORDINATION IN ACCORDANCE WITH THE NOTES CONTAINED IN THE GENERAL CONSTRUCTION SECTION OF THIS SHEET.
3. THE CONTRACTOR SHALL RESTORE ALL DISTURBED VEGETATION IN KIND, UNLESS SHOWN OTHERWISE.
4. DEFLECTION OF PIPE JOINTS AND CURVATURE OF PIPE SHALL NOT EXCEED THE MANUFACTURER'S SPECIFICATIONS. SECURELY CLOSE ALL OPEN ENDS OF PIPE AND FITTINGS WITH A WATERTIGHT PLUG WHEN WORK IS NOT IN PROGRESS. THE INTERIOR OF ALL PIPES SHALL BE CLEAN AND JOINT SURFACES WIPED CLEAN AND DRY AFTER THE PIPE HAS BEEN LOWERED INTO THE TRENCH. VALVES SHALL BE PLUMB AND LOCATED ACCORDING TO THE PLANS.
5. ALL PIPE AND FITTINGS SHALL BE CAREFULLY STORED FOLLOWING MANUFACTURER'S RECOMMENDATIONS. CARE SHALL BE TAKEN TO AVOID DAMAGE TO THE COATING OR LINING IN ANY D.I. PIPE FITTINGS. ANY PIPE OR FITTING WHICH IS DAMAGED OR WHICH HAS FLAWS OR IMPERFECTIONS WHICH, IN THE OPINION OF THE ENGINEER OR OWNER, RENDERS IT UNFIT FOR USE, SHALL NOT BE USED. ANY PIPE NOT SATISFACTORY FOR USE SHALL BE CLEARLY MARKED AND IMMEDIATELY REMOVED FROM THE JOB SITE, AND SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE.
6. WATER FOR FIRE FIGHTING SHALL BE MADE AVAILABLE FOR USE BY THE CONTRACTOR PRIOR TO COMBUSTIBLES BEING BROUGHT ON SITE.
7. ALL UTILITY AND STORM DRAIN TRENCHES LOCATED UNDER AREAS TO RECEIVE PAVING SHALL BE COMPLETELY BACK FILLED IN ACCORDANCE WITH THE GOVERNING JURISDICTIONAL AGENCY'S SPECIFICATIONS. IN THE EVENT THAT THE CONTRACT DOCUMENTS AND THE JURISDICTIONAL AGENCY REQUIREMENTS ARE NOT IN AGREEMENT, THE MOST STRINGENT SHALL GOVERN.
8. UNDERGROUND LINES SHALL BE SURVEYED BY A STATE OF MN PROFESSIONAL LAND SURVEYOR PRIOR TO BACK FILLING.
9. CONTRACTOR SHALL PERFORM, AT HIS OWN EXPENSE, ANY AND ALL TESTS REQUIRED BY THE SPECIFICATIONS AND/OR ANY AGENCY HAVING JURISDICTION. THESE TESTS MAY INCLUDE, BUT MAY NOT BE LIMITED TO, INFILTRATION AND EXFILTRATION, TELEVISION INSPECTION AND A MANDREL TEST ON GRAVITY SEWER. A COPY OF THE TEST RESULTS SHALL BE PROVIDED TO THE UTILITY PROVIDER, OWNER AND JURISDICTIONAL AGENCY AS REQUIRED.
10. CONTRACTOR SHALL PROVIDE FOR A MINIMUM HORIZONTAL CLEARANCE OF 10' AND A VERTICAL CLEARANCE OF 18" BETWEEN WATER AND SANITARY SEWER MANHOLES AND LINES.
11. IF ANY EXISTING STRUCTURES TO REMAIN ARE DAMAGED DURING CONSTRUCTION IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO REPAIR AND/OR REPLACE THE EXISTING STRUCTURE AS NECESSARY TO RETURN IT TO EXISTING CONDITIONS OR BETTER.
12. ALL STORM PIPE ENTERING STRUCTURES SHALL BE GROUTED TO ASSURE CONNECTION AT STRUCTURE IS WATERTIGHT UNLESS OTHERWISE STATED BY CITY AND STATE DESIGN STANDARDS AND SPECIFICATIONS.
13. UNLESS OTHERWISE STATED IN CITY AND STATE DESIGN STANDARDS AND SPECIFICATIONS, ALL STORM SEWER MANHOLES IN PAVED AREAS SHALL BE FLUSH WITH PAVEMENT, AND SHALL HAVE TRAFFIC BEARING RING & COVERS. MANHOLES IN UNPAVED AREAS SHALL BE 6" ABOVE FINISH GRADE. LIDS SHALL BE LABELED "STORM SEWER". EXISTING CASTINGS AND STRUCTURES WITHIN PROJECT LIMITS SHALL BE ADJUSTED TO MEET THESE CONDITIONS AND THE PROPOSED FINISHED GRADE.
14. TOPOGRAPHIC INFORMATION IS TAKEN FROM A TOPOGRAPHIC SURVEY BY LAND SURVEYORS. IF THE CONTRACTOR DOES NOT ACCEPT EXISTING TOPOGRAPHY AS SHOWN ON THE PLANS, WITHOUT EXCEPTION, THEN THE CONTRACTOR SHALL SUPPLY, AT THEIR EXPENSE, A TOPOGRAPHIC SURVEY BY A REGISTERED LAND SURVEYOR TO THE OWNER FOR REVIEW.
15. CONSTRUCTION SHALL COMPLY WITH ALL APPLICABLE GOVERNING CODES AND BE CONSTRUCTED TO SAME.
16. ALL STORM STRUCTURES SHALL HAVE A SMOOTH UNIFORM POURED MORTAR FROM INVERT IN TO INVERT OUT.
17. ROOF DRAINS SHALL BE CONNECTED TO STORM SEWER BY PREFABRIC

DESCRIPTION OF PROJECT AND CONSTRUCTION ACTIVITY

PROJECT INFORMATION:

PROJECT LOCATION:
WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 02, TOWNSHIP 118, RANGE 21
HENNEPIN COUNTY, MN

MPCA ADDRESS:
MINNESOTA POLLUTION CONTROL AGENCY
CONSTRUCTION STORMWATER PERMIT PROGRAM
520 LAFAYETTE ROAD NORTH ST. PAUL, MN 55155-4194
PHONE: (800) 443-4729

WATER MANAGEMENT:
CITY OF BROOKLYN CENTER
SHINGLE CREEK WATERSHED DISTRICT (SCWD)

GEOTECHNICAL INFORMATION:
THE GEOTECHNICAL REPORT WAS DONE BY BRAUN INTERTEC CORPORATION DATED APRIL 9, 2021, REPORT NUMBER B2101248. THE EXISTING SOILS ON SITE ARE PREDOMINATELY POORLY GRADED SAND WITH SILT (SP--SM) WITH SECTION OF COVERING PAVEMENT. ACCORDING TO MPCA, THESE ARE CONSIDERED TYPE "B" SOILS AND ARE CONDUCTIVE TO INFILTRATION. GROUNDWATER LEVEL WAS ENCOUNTERED BETWEEN 839.5 FT TO 844 FT DURING BORING. EXISTING SITE ELEVATION IS GRADED TO AROUND 850 FT TO 852 FT.

PROJECT DESCRIPTION:

SCANNELL PROPERTIES IS PROPOSING TO CONSTRUCT A 2-BUILDING, 228,750 SQUARE-FOOT SPECULATIVE INDUSTRIAL PARK ON APPROXIMATELY 15-ACRES IN BROOKLYN CENTER, MINNESOTA. THE SITE IS LOCATED WITHIN SHINGLE CREEK CROSSING ON A LOT PREVIOUSLY OCCUPIED BY SEARS OFF SHINGLE CREEK DRIVE. THE EXISTING DEVELOPMENT IS COMPRISED OF A 115,000 SQUARE-FOOT SEARS RETAIL STORE, 15,000 SQUARE-FOOT AUTO MAINTENANCE BUILDING, AND ASSOCIATED PAVEMENTS.

THE PROJECT SITE DOES NOT INCLUDE SITES OF HISTORIC OR ARCHEOLOGICAL SIGNIFICANCE AND DOES NOT INCLUDE ENDANGERED & THREATENED SPECIES, RARE NATURAL COMMUNITIES, COLONIAL WATERBIRD NESTING SITES, MIGRATORY WATERFOWL CONCENTRATION AREAS, DEER WINTERING AREAS OR WILDLIFE CORRIDORS.

CONSTRUCTION ACTIVITY:

RECEIVING WATERS:
THE PROPOSED SITE DISCHARGES TO THE SOUTH AND THEN TRAVELS LESS THAN 1- MILE TO THE MISSISSIPPI RIVER.

CALCAREOUS FENS:
THIS PROJECT DOES NOT DRAIN TO ANY KNOW CALCAREOUS FENS.

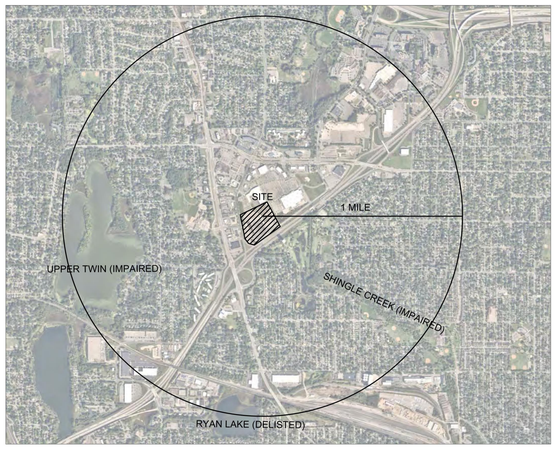
SPECIAL OR IMPAIRED WATERS:
THE SITE IS LOCATED WITHIN ONE MILE OF UPPER TWIN LAKE, RYAN LAKE, AND SHINGLE CREEK. UPPER TWIN LAKE AND SHINGLE CREEK ARE CLASSIFIED AS IMPAIRED WATERS AND RESTRICTED WATERS AS DESCRIBED IN THE GENERAL PERMIT. UPPER TWIN LAKE HAS IMPAIRED USE FOR AQUATIC CONSUMPTION, AND AQUATIC RECREATION. THE LAKE IS ALSO IMPAIRED WITH MERCURY IN FISH TISSUE, POLYCHLORINATED BIPHENYLS IN FISH TISSUE, AND PERFLUOROOCTANE SULFONATE (PFOS) IN FISH TISSUE. SHINGLE CREEK HAS IMPAIRED USE FOR AQUATIC LIFE, AND AQUATIC RECREACTION. THE CREEK IS ALSO IMPAIRED WITH CHLORINE, DISSOLVED OXYGEN, E. COLI, FISH BIOASSESSMENTS, AND BENTHIC MACROINVERTEBRATE BIOASSESSMENT. RYAN LAKE IS CLASSIFIED AS DELISTED WATER AFFECTED USE FOR AQUATIC RECREATION.

DESCRIPTION OF PROPOSED CONSTRUCTION ACTIVITIES:
THE PROPOSED DEVELOPMENT PROJECT CONSISTS OF 16.5 ACRES, a 120,000 SF BUILDING AND A 108,750 SF BUILDING. THE DISTURBED AREA IS 17.4 ACRES. THE PROPOSED PROJECT INCLUDES 12.6 ACRES OF IMPERVIOUS AREA AND 4.7 ACRES OF PERVIOUS AREA.

SEQUENCE OF MAJOR CONSTRUCTION ACTIVITIES:
PHASE 1:
1. INSTALL INLET PROTECTION AT EXISTING STORMWATER INLETS.
2. CONSTRUCT STABILIZED CONSTRUCTION ENTRANCE, CONCRETE WASHOUT PIT AND INSTALL PERIMETER CONTROL (SAFETY FENCE, SILT SOCK, AND SILT FENCE).
3. CONSTRUCT TEMPORARY SEDIMENT BASINS.
4. PREPARE TEMPORARY PARKING STORAGE AREA.
5. COMPLETE REMOVALS AS INDICATED IN PLANS.
6. PERFORM MASS GRADING. ROUGH GRADE TO ESTABLISH PROPOSED DRAINAGE PATTERNS.
7. START CONSTRUCTION OF BUILDING PADS AND STRUCTURES.
8. IMMEDIATELY STABILIZE ANY EXPOSED SOIL AREAS AND COMPLETE STABILIZATION WITHIN 7 DAYS OF CEASING CONSTRUCTION ACTIVITIES IN THAT PORTION OF THE SITE.

PHASE 2:
1. INSTALL INLET PROTECTION AT ALL STORM SEWER STRUCTURES AS EACH INLET STRUCTURE IS INSTALLED.
2. INSTALL APPROPRIATE BMP INLET PROTECTION DEVICES AS WORK PROGRESSES. INSTALL ALL OTHER TEMPORARY EROSION AND SEDIMENT CONTROLS.
3. COMPLETE GRADING AND INSTALLATION OF PERMANENT STABILIZATION OVER ALL AREAS DISTURBED.
4. STABILIZE AREAS DISTURBED BY THE REMOVAL OF TEMPORARY BMP'S.

EROSION AND SEDIMENT CONTROL PLAN AND DETAIL SHEETS:
SHEET C101 - SWPPP
SHEET C200-202 - DEMOLITION PLAN



IMPAIRED WATERS MAP

TIMING OF CONTOL MEASURES

THE FOLLOWING CONTROL MEASURES WILL BE COORDINATED WITH CONSTRUCTION ACTIVITIES:
1. STORM SEWER INLET PROTECTION SHALL BE THE FIRST ITEM CONSTRUCTED AND SHALL REMAIN IN PLACE UNTIL PERMANENT STABILIZATION HAS TAKEN PLACE.
2. SILT FENCE SHALL BE CONSTRUCTED PRIOR TO ANY SOIL DISTURBANCE AND SHALL REMAIN IN PLACE UNTIL PERMANENT STABILIZATION HAS TAKEN PLACE.
3. STRUCTURAL BMPS, SUCH AS DIVERSIONS, AND SEDIMENT TRAPS OR BASINS (IF REQUIRED), SHALL BE INSTALLED PRIOR TO MAJOR SOIL DISTURBANCE;
4. CLEARING, GRADING AND PAVEMENT REMOVAL WILL NOT OCCUR IN AN AREA UNTIL IT IS NECESSARY FOR CONSTRUCTION TO PROCEED;
5. INFILTRATION AREA (IF REQUIRED) SHALL NOT BE EXCAVATED TO FINAL GRADE UNTIL THE CONTRIBUTING DRAINAGE AREA HAS BEEN STABILIZED. IN ADDITION RIGOROUS EROSION PREVENTION AND SEDIMENT CONTROLS MUST BE IMPLEMENTED TO KEEP ALL RUNOFF AND SEDIMENT OUT OF THE INFILTRATION PRACTICE.

EROSION AND SEDIMENT CONTROL DEVICES WILL BE SATISFACTORILY MAINTAINED UNTIL THE CONSTRUCTION IS COMPLETED AND THE POTENTIAL FOR EROSION HAS PASSED.

CERTIFICATION OF COMPLIANCE WITH FEDERAL, STATE AND LOCAL REGULATIONS

THE STORM WATER POLLUTION PREVENTION PLAN REFLECTS MINNESOTA POLLUTION CONTROL AGENCY GUIDELINES FOR STORM WATER MANAGEMENT AND EROSION AND SEDIMENT CONTROL DURING CONSTRUCTION ACTIVITIES. THE STORM WATER POLLUTION PREVENTION PLAN HAS BEEN PREPARED IN ACCORDANCE WITH THE PROVISIONS OF THE NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM PERMIT. BMPS SHALL BE INCORPORATED IN ACCORDANCE WITH THE NPDES/SDS STORMWATER PERMIT FOR CONSTRUCTION.

MAINTENANCE AND INSPECTION RECORDS

THE OWNER AND CONTRACTOR SHALL BE RESPONSIBLE FOR THE FOLLOWING INSPECTION AND MAINTENANCE PRACTICES TO MAINTAIN EROSION AND SEDIMENT CONTROLS.
1. PERMITTEES MUST IMMEDIATELY INITIATE STABILIZATION OF EXPOSED SOIL AREAS AND COMPLETE STABILIZATION WITHIN SEVEN (7) DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE TEMPORARILY OR PERMANENTLY CEASES.
2. ALL CONTROL MEASURES WILL BE INSPECTED AT LEAST ONCE EACH WEEK AND WITHIN 24 HOURS OF THE END OF A STORM EVENT OF 0.5 INCHES OR GREATER IN 24 HOURS. THE INSPECTION WILL BE COMPLETED BY THE EROSION CONTROL SUPERVISOR.
3. ALL MEASURES WILL BE MAINTAINED IN GOOD WORKING ORDER; IF A REPAIR IS NECESSARY, IT WILL BE INITIATED WITHIN 24 HOURS OF REPORT.
4. BIO ROLLS WILL BE INSPECTED FOR DEPTH OF SEDIMENT, TEARS, TO SEE IF THE FABRIC IS SECURELY ATTACHED TO THE CONCRETE BARRIERS.
5. INLET PROTECTION DEVICES WILL BE INSPECTED FOR DEPTH OF SEDIMENT AND FREE OF ANY TEARS. DEVICES SHALL BE INSPECTED TO ENSURE THEY ARE SECURELY IN PLACE.
6. SILT FENCE SHALL BE INSPECTED FOR DEPTH OF SEDIMENT, TEARS, FABRIC ATTACHMENT TO POSTS, AND THAT POSTS AND FABRIC BOTTOM ARE FIRMLY IN THE GROUND.
7. BUILT UP SEDIMENT SHALL BE REMOVED FROM SILT FENCE WHEN IT HAS REACHED ONE THIRD THE HEIGHT OF THE FENCE.

SPILL PREVENTION

GOOD HOUSEKEEPING:
THE FOLLOWING GOOD HOUSEKEEPING PRACTICES WILL BE FOLLOWED ONSITE DURING THE CONSTRUCTION PROJECT.
1. DESIGNATE AREAS FOR EQUIPMENT MAINTENANCE AND REPAIR, TAKING STEPS TO MINIMIZE SPILLS AND CONTROL THE RUNOFF FROM THESE AREAS;
2. PROVIDE WASTE RECEPTACLES AT CONVENIENT LOCATIONS. THE RECEPTACLES SHOULD BE COVERED AND THE WASTE SHOULD BE REGULARLY COLLECTED;
3. PROVIDE APPROPRIATE CONTROL OF EQUIPMENT WASH WATERS, SUCH AS CONCRETE WASHOUTS, TO PREVENT UNAUTHORIZED DRY WEATHER DISCHARGES AND AVOID MIXING THE WASH WATER WITH STORM WATER.
4. PROVIDE PROTECTED STORAGE AREAS FOR CHEMICALS, PAINTS, SOLVENTS, FERTILIZERS, GASOLINE, AND OTHER POTENTIALLY TOXIC MATERIALS. THESE AREAS SHOULD PROVIDE CONTAINMENT TO PREVENT STORM WATER FROM ENTERING THE CHEMICAL STORAGE AREA AND PREVENT LEAKS FROM LEAVING THE CHEMICAL STORAGE AREA; AND
5. PROVIDE ADEQUATELY MAINTAINED SANITARY FACILITIES.

HAZARDOUS PRODUCTS:
THESE PRACTICES ARE USED TO REDUCE THE RISKS ASSOCIATED WITH HAZARDOUS MATERIALS.
1. PRODUCTS WILL BE KEPT IN THEIR ORIGINAL CONTAINERS UNLESS IT CANNOT BE RESEALED.
2. ORIGINAL LABELS AND MATERIAL SAFETY DATA SHEETS WILL BE RETAINED ON SITE AND ACCESSIBLE AT ALL TIMES; THEY CONTAIN IMPORTANT PRODUCT AND SAFETY INFORMATION.
3. IF SURPLUS PRODUCT MUST BE DISPOSED OF, MANUFACTURERS' OR LOCAL AND STATE RECOMMENDED METHODS FOR PROPER DISPOSAL WILL BE FOLLOWED.

SPILL CONTROL PRACTICES:
IN ADDITION TO THE GOOD HOUSEKEEPING AND MATERIAL MANAGEMENT PRACTICES DISCUSSED IN THE PREVIOUS SECTIONS OF THIS PLAN, THE FOLLOWING PRACTICES WILL BE FOLLOWED FOR SPILL PREVENTION AND CLEANUP:
1. MANUFACTURERS' RECOMMENDED METHODS FOR SPILL CLEANUP WILL BE CLEARLY POSTED AND SITE PERSONNEL WILL BE MADE AWARE OF THE PROCEDURES AND THE LOCATION OF THE INFORMATION AND CLEANUP SUPPLIES.
2. MATERIALS AND EQUIPMENT NECESSARY FOR SPILL CLEANUP WILL BE KEPT IN A MATERIAL STORAGE AREA LOCATED ONSITE. EQUIPMENT AND MATERIALS WILL INCLUDE BUT NOT BE LIMITED TO BROOMS, DUST PANS, MOPS, RAGS, GLOVES, GOGGLES, CAT LITTER, SAND, SAWDUST, AND PLASTIC AND METAL TRASH CONTAINERS SPECIFICALLY FOR THIS PURPOSE.
3. ALL SPILLS WILL BE CLEANED UP IMMEDIATELY AFTER DISCOVERY.
4. THE SPILL AREA WILL BE KEPT WELL VENTILATED AND PERSONNEL WILL WEAR APPROPRIATE PROTECTIVE CLOTHING TO PREVENT INJURY FROM CONTACT WITH A HAZARDOUS SUBSTANCE.
5. SPILLS OF TOXIC OR HAZARDOUS MATERIAL WILL BE REPORTED TO THE APPROPRIATE STATE OR LOCAL GOVERNMENT AGENCY, REGARDLESS OF THE SIZE. IN ADDITION TO REPORTING TO LOCAL AUTHORITIES, REPORT SPILLS TO THE MINNESOTA POLLUTION CONTROL AGENCY (STATE DUTY OFFICER: 800-422-0798 OR 651-297-8610). ANY SPILLS ABOVE THE REPORTABLE QUANTITIES LIMITS IN THE CODE OF FEDERAL REGULATIONS (CFR), TITLE 40, PART 302 SHALL BE REPORTED TO THE EPA NATIONAL RESPONSE CENTER (800-424-8802). THE REPORT WILL INCLUDE MEASURES TO PREVENT SPILLS FROM REOCCURRING AND INFORMATION REGARDING HOW TO REMEDIATE SPILLS IF A SIMILAR OCCURRENCE HAPPENS. A DESCRIPTION OF THE SPILL, WHAT CAUSED IT, AND THE CLEANUP MEASURES WILL ALSO BE INCLUDED.
6. THE CONTRACTOR'S EROSION CONTROL SUPERVISOR SHALL BE THE SPILL PREVENTION AND CLEANUP COORDINATOR.
7. SPILLS WILL BE STUDIED TO UNDERSTAND WHY THEY OCCURRED AND PREVENTIVE METHODS WILL BE CREATED TO ENSURE SIMILAR SPILLS DO NOT OCCUR IN THE FUTURE.

PRODUCT SPECIFIC PRACTICES

PETROLEUM PRODUCTS:
ALL ON SITE VEHICLES WILL BE MONITORED FOR LEAKS AND RECEIVE REGULAR PREVENTIVE MAINTENANCE TO REDUCE THE CHANCE OF LEAKAGE. PETROLEUM PRODUCTS WILL BE STORED IN TIGHTLY SEALED CONTAINERS WHICH ARE CLEARLY LABELED. ANY ASPHALT BASED MATERIALS USED ON SITE WILL BE APPLIED AND STORED ACCORDING TO THE MANUFACTURER'S RECOMMENDATIONS. ANY SPILLED PETROLEUM PRODUCTS OF 5 GALLONS OR MORE SHALL BE REPORTED TO THE MINNESOTA POLLUTION CONTROL AGENCY AT 651-297-8610.

PAINTS AND CLEANING SOLVENTS:
ALL CONTAINERS WILL BE TIGHTLY SEALED AND STORED WHEN NOT REQUIRED FOR USE. EXCESS PAINT AND SOLUTIONS WILL NOT BE DISCHARGED TO THE STORM SEWER SYSTEM BUT WILL BE PROPERLY DISPOSED OF ACCORDING TO MANUFACTURERS' INSTRUCTIONS OR STATE AND LOCAL REGULATIONS.

CONCRETE AND CONCRETE TRUCKS:
CONCRETE, CONCRETE TOOLS AND TRUCKS ALL MUST WASH OUT IN A DESIGNATED AREA. THE DESIGNATED AREA MUST BE CLEARLY IDENTIFIED ON THE SITE AND COMMUNICATED TO ALL PERSONNEL INVOLVED WITH CAST-IN-PLACE CONCRETE AS THE WASHOUT AREA. THIS DESIGNATED AREA MUST MEET THE MPCA AND EPA REGULATIONS OF A DEFINED CONCRETE WASHOUT AREA. THE FOLLOWING THREE OPTIONS ARE CONSIDERED AN APPROVED METHOD:
1. KEEPING ALL CONCRETE WASHOUT SELF-CONTAINED AND RETURNED TO AN INDUSTRIAL SITE TO BE DISPOSED OF IN A MPCA APPROVED MANNER.
2. PROVIDING A PREFABRICATED CONCRETE WASHOUT CONTAINER THAT ALL CONCRETE WASHOUT CAN BE COLLECTED IN. THESE CONTAINERS SHOULD BE MAINTAINED ON A REGULAR BASIS.
3. CREATING A SELF-INSTALLED WASHOUT FACILITY WITH AN IMPERMEABLE LINER. AN ENGINEERED CLAY LINER WILL BE CONSIDERED AN IMPERMEABLE LINER.

FOR ADDITIONAL INFORMATION ON CONCRETE WASHOUT REGULATIONS, PLEASE SEE THE MPCA'S MEMORANDUM "CONCRETE WASHOUT GUIDANCE" AND THE EPA "STORMWATER BEST MANAGEMENT PRACTICES CONCRETE WASHOUT".

VEHICLE AND EQUIPMENT WASHING:
IF VEHICLES OR EQUIPMENT ARE WASHED ON THE PROJECT SITE IT MUST BE DONE IN A DESIGNATED AREA. THE DESIGNATED AREA MUST BE CLEARLY IDENTIFIED ON THE SITE AND COMMUNICATED TO ALL PERSONNEL INVOLVED. RUNOFF FROM THE WASHING AREA MUST BE CONTAINED IN A SEDIMENT BASIN OR OTHER SIMILAR CONTROL METHOD AND MUST BE PROPERLY DISPOSED OF.

INSPECTIONS AND MAINTENANCE

EROSION CONTROL SUPERVISOR (MNDOT 2573):
THE CONTRACTOR SHALL ASSIGN AN EROSION CONTROL SUPERVISOR FOR THE PROJECT WHO SHALL BE RESPONSIBLE FOR COMPLIANCE WITH THE PROJECT SWPPP. THE EROSION CONTROL SUPERVISOR (ECS) SHALL COMPLY WITH THE MOST CURRENT ADDITION OF THE MNDOT STANDARD SPECIFICATION FOR CONSTRUCTION FOR ALL APPLICABLE SECTIONS. THE ECS SHALL:
1. IMPLEMENT THE SWPPP PLAN.
2. OVERSEE MAINTENANCE PRACTICES IDENTIFIED IN THE SWPPP.
3. CONDUCT OR PROVIDE FOR INSPECTION AND MONITORING ACTIVITIES
4. INSPECT SITE AND BEGIN CORRECTIVE ACTIONS TO DEFICIENT BMP'S NO LATER THAN 24 HOURS AFTER A RAINFALL EVENT.
5. PREPARE WEEKLY SCHEDULE OF EROSION ACTIVITIES (MNDOT 1717.2D)
6. PREPARE AND UPDATE THE CONTRACTORS EROSION/SEDIMENT CONTROL SITE PLAN AS NECESSARY (MNDOT1717.2E)
7. IDENTIFY OTHER POTENTIAL POLLUTANT SOURCES AND MAKE SURE REMEDIES ARE ADDED TO THE SWPPP
8. IDENTIFY ANY DEFICIENCIES IN THE SWPPP AND IDENTIFY BEST MANAGEMENT PRACTICES (BMPS) TO ADDRESS THE DEFICIENCIES AND ASSURE THEY ARE ADDED TO THE SWPPP.
9. IF CHANGES IN CONSTRUCTION DOCUMENTS ARE NOT ADDRESSED IN THE SWPPP, THEN THE ECS SHALL AMEND THE SWPPP TO INCLUDE THE CHANGES

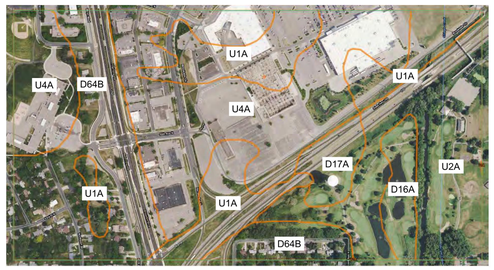
MAINTENANCE AND INSPECTION REQUIREMENTS SHALL BE CONSISTENT WITH NPDES CSW PERMIT PARTS 11.2-11.11.

CONTRACTOR'S EROSION/SEDIMENT CONTROL SITE PLAN:
THE CONTRACTOR SHALL SUBMIT A CONTRACTOR'S EROSION / SEDIMENT CONTROL SITE PLAN TO THE ENGINEER A MINIMUM OF 24 HOURS PRIOR TO THE FIRST PRE-CONSTRUCTION MEETING. THE CONTRACTOR'S EROSION / SEDIMENT CONTROL SITE PLAN SHALL INCLUDE:
1. THE NAME OF THE CONTRACTOR'S DESIGNATED EROSION CONTROL SUPERVISOR WITH 24-HOUR CONTACT INFORMATION. (I.E. PHONE NUMBER, EMAIL, ETC.)
2. NAME AND CONTACT INFORMATION FOR THE INDIVIDUAL(S) RESPONSIBLE FOR PERFORMING AND MAINTAINING THE SITE INSPECTION LOGS ON A WEEKLY BASIS (OR WITHIN 24 HOURS OF 0.5 INCHES OF A RAIN IN A 24 HOUR PERIOD).
3. NAME AND CONTACT INFORMATION OF THE INDIVIDUAL(S) RESPONSIBLE FOR TEMPORARY AND PERMANENT STABILIZATION.
4. NAME AND CONTACT INFORMATION OF THE INDIVIDUAL(S) WHO WILL BE RESPONSIBLE FOR EMERGENCY REPAIRS AND REPLACEMENTS.
5. LOCATION WHERE THE SWPPP DOCUMENT AND NPDES PERMIT WILL BE KEPT ON-SITE. THE DOCUMENT SHOULD BE ACCESSIBLE AT ALL TIMES AND AVAILABLE IN THE TIME OF ESSENCE.
6. WHERE AND HOW CONCRETE WASHOUT WILL OCCUR AND BE IN COMPLIANCE OF THE MINNESOTA POLLUTION CONTROL AGENCY'S (MPCA) MEMORANDUM "CONCRETE WASHOUT GUIDANCE".
7. LOCATION OF STOCKPILES OF NATIVE SOILS AND/OR BORROW MATERIALS INDICATE HOW STOCKPILES WILL BE KEPT IN COMPLIANCE WITH NPDES AND MPCA REQUIREMENTS.

THE CONTRACTOR WILL NOT BE ALLOWED TO START WORK UNTIL THE ENGINEER HAS REVIEWED AND ACCEPTED THE CONTRACTOR'S EROSION / SEDIMENT CONTROL SITE PLAN.

INSPECTION AND MAINTENANCE PRACTICES
1. ALL CONTROL MEASURES SHALL BE INSPECTED AT LEAST ONCE EACH WEEK AND WITHIN 24 HOURS ON THE END OF A STORM EVENT RESULTING IN 0.5 INCHES OR GREATER WITHIN A 24 HOUR PERIOD. THE INSPECTION SHALL BE COMPLETED BY THE ECS.
2. PERMITTEES MUST IMMEDIATELY INITIATE STABILIZATION OF EXPOSED SOIL AREAS AND COMPLETE STABILIZATION WITHIN SEVEN (7) DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE TEMPORARILY OR PERMANENTLY CEASES.
3. ALL MEASURES SHALL BE MAINTAINED IN GOOD WORKING ORDER; IF A REPAIR IS NECESSARY, IT SHALL BE INITIATED WITHIN 24 HOURS OF REPORT.
4. SILT FENCE SHALL BE INSPECTED FOR DEPTH OF SEDIMENT, TEARS, FABRIC ATTACHMENT TO POSTS, AND THAT POSTS AND FABRIC BOTTOM ARE FIRMLY IN THE GROUND.
5. BUILT UP SEDIMENT SHALL BE REMOVED FROM SILT FENCE WHEN IT HAS REACHED ONE THIRD THE HEIGHT OF THE FENCE OR SOONER.
6. INLET PROTECTION DEVICES SHALL BE INSPECTED FOR DEPTH OF SEDIMENT, ABSENCE OF TEARS AND TO ASSURE THAT THE DEVICES ARE SECURELY IN PLACE.

CONSTRUCTION NOTES:
1. PRIOR COMMENCEMENT OF CONSTRUCTION ACTIVITIES IN ANY AREA OF THE PROJECT, DOWN GRADIENT EROSION AND SEDIMENT CONTROL MEASURES AND CONCRETE BARRIERS DELINEATING THE CONSTRUCTION LIMITS SHALL BE INSTALLED AND INSPECTED BY THE ECS AND THE ENGINEER.
2. THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING ALL EROSION AND SEDIMENT CONTROL MEASURES AS REQUIRED BY THE MPCA'S NPDES PERMIT FOR CONSTRUCTION. THIS INCLUDES ANY ADDITIONAL EROSION AND SEDIMENT CONTROLS BEYOND THAT SHOWN ON THE PLAN.
3. PHASED CONSTRUCTION SHALL BE USED TO MINIMIZE SEDIMENT TRANSPORT.
4. THE MAXIMUM TIME ANY AREA CAN REMAIN OPEN WHILE NOT BEING WORKED IS 7 DAYS. FERTILIZER SHOULD BE DISTRIBUTED AT A RATE OF 250 LBS/ACRE.
5. IF DOWN GRADIENT BMPS ARE OVERLOADED DURING A STORM EVENT, ADDITIONAL UP GRADIENT BMPS ARE REQUIRED TO ELIMINATE THE OVERLOAD. THE ADDITIONAL BMPS MUST BE RECORDED ON THIS SWPPP IN THE AMENDMENTS TO SWPPP SECTION.
6. TEMPORARY STOCKPILES MUST HAVE SILT FENCE OR OTHER EFFECTIVE SEDIMENT CONTROLS, AND CANNOT BE PLACED IN SURFACE WATERS INCLUDING STORM WATER CONVEYANCES SUCH AS CURB AND GUTTER SYSTEMS, OR CONDUITS AND DITCHES. ALL STOCKPILES SHALL BE COVERED OR STABILIZED TO LIMIT WIND EROSION.
7. A CONSTRUCTION ENTRANCE SHALL BE CONSTRUCTED FOR THE PROJECT. A VEHICLE TRACKING PAD SHALL BE INSTALLED IN ACCORDANCE WITH THE CONSTRUCTION PLAN AT EVERY PROJECT ENTRANCE. ENTRANCES MUST BE INSPECTED AND MAINTAINED TO ENSURE PROPER FUNCTION.
8. THE CONTRACTOR SHALL CLEAN ALL TRACKED MATERIALS USING A STREET SWEEPER WITH A PICK UP BROOM ON ADJACENT ROADWAYS ON A DAILY BASIS AND AS DIRECTED BY THE ENGINEER OR AHJ.
9. CONCRETE WASHOUT SHALL BE DONE IN ACCORDANCE WITH THE MPCA AND THE EPA CONCRETE WASHOUT GUIDANCE.



CONTROLS

PERIMETER/SEDIMENT CONTROLS:
ONE CONSTRUCTION EXIT/ENTRANCE SHALL BE INCORPORATED INTO THE PROJECT. ALL CONSTRUCTION TRAFFIC SHALL UTILIZE THE CONSTRUCTION EXIT(S) SUCH THAT TRACK OUT OF SEDIMENT IS MINIMIZED IN ACCORDANCE WITH THE GENERAL PERMIT. SILT FENCING, BIOROLL AND SILT DIKES SHALL BE INSTALLED ON THE PERIMETER AND/OR DOWNSTREAM GRADIENT OF THE AREA TO BE DISTURBED. INLET PROTECTION WILL ALSO BE REQUIRED ON ALL EXISTING AND PROPOSED STORM SEWER CATCH BASINS AND MAINTAINED THROUGHOUT CONSTRUCTION.

THE PERMIT REQUIRES THAT TEMPORARY EROSION AND SEDIMENT CONTROLS BE IN PLACE PRIOR TO BEGINNING CONSTRUCTION, AND THAT THEY BE INSPECTED AND MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD. EFFECTIVE BMP'S MUST BE IN PLACE ON ALL EXPOSED SOIL AREAS WHERE NO CONSTRUCTION ACTIVITIES WILL OCCUR FOR A PERIOD OF 7 DAYS.

STABILIZATION PRACTICES:
TEMPORARY STABILIZATION INCLUDES THE INSTALLATION OF SILT FENCING ON THE DOWNSTREAM GRADIENT OF THE AREA TO BE DISTURBED. INLET PROTECTION WILL ALSO BE REQUIRED ON ALL EXISTING AND PROPOSED STORM SEWER CATCH BASINS AND MAINTAINED THROUGHOUT CONSTRUCTION. EFFECTIVE BMP'S MUST BE IN PLACE ON ALL EXPOSED SOIL AREAS WHERE NO CONSTRUCTION ACTIVITIES WILL OCCUR FOR A PERIOD OF 7 DAYS OR MORE. STABILIZING MUST OCCUR WITHIN 7 DAYS OF THE LAST CONSTRUCTION ACTIVITY.

STOCKPILES WILL BE KEPT IN AN ORDERLY FASHION IN AN AREA DESIGNATED BY THE EROSION CONTROL SUPERVISOR ON THE CONTRACTOR'S EROSION / SEDIMENT CONTROL SITE PLAN. THE STOCKPILES MUST HAVE PERIMETER CONTROL AND STABILIZATION IF SOIL STOCK PILES REMAIN FOR MORE THAN 7 DAYS. STABILIZATION OR COVERING THE PILE WITH PLASTIC OR GEO-TEXTILE MAY ALSO BE NECESSARY FOR CONTROLLING DUST.

PERMANENT STABILIZATION INCLUDES BUILDING CONSTRUCTION, PLACEMENT OF CURB AND GUTTER, PAVEMENT, AND FINAL LANDSCAPING AND GROUNDCOVER ACCORDING TO THE CONSTRUCTION DRAWINGS.

ANY REMOVALS SHALL BE LIMITED TO THAT WHICH IS REQUIRED AND IN AN ORDER THAT IS CONSISTENT WITH THE REMOVAL AND CONSTRUCTION SEQUENCE.

OTHER CONTROLS

WASTE MATERIALS:
ALL WASTE MATERIALS SHALL BE PROPERLY HANDLED, STORED, AND DISPOSED OF. CONSTRUCTION CHEMICALS AND CONCRETE WASHOUT WILL BE PROPERLY CONTROLLED TO PREVENT POLLUTANTS FROM ENTERING STORM WATER DISCHARGES.

SANITARY WASTE:
ALL SANITARY WASTE SHALL BE COLLECTED FROM THE PROTABLE UNITS AS REQUIRED BY LOCAL REGULATION .

HAZARDOUS WASTE MATERIALS:
ALL HAZARDOUS WASTE MATERIALS SHALL BE STORED AND DISPOSED OF IN THE MANNER SPECIFIED BY LOCAL OR STATE REGULATION. MATERIALS WITH THE POTENTIAL TO LEACH SHALL BE STORED UNDER COVER (E.G. PLASTIC SHEETING OR TEMPORARY ROOFS.) MATERIALS SHALL BE STORED IN A RESTRICTED ACCESS STORAGE AREA TO PREVENT VANDALISM. THE CONTRACTOR'S PERSONNEL SHALL BE INSTRUCTED IN THESE PRACTICES AND THE CONTRACTOR'S EROSION CONTROL SUPERVISOR SHALL BE RESPONSIBLE FOR SEEING THAT THESE PRACTICES ARE FOLLOWED.

OFF-SITE VEHICLE TRACKING:
PAVED STREETS ADJACENT TO THE PROJECT SITE SHALL BE KEPT CLEAN OF DEBRIS. STREETS SHALL BE SWEPT WITH A PICK-UP BROOM AS NECESSARY OR AS DIRECTED BY THE ENGINEER OR AHJ. DUMP TRUCKS HAULING MATERIAL TO AND FROM THE CONSTRUCTION AREA SHALL BE COVERED WITH A TARPAULIN. ALL VEHICLES EXITING THE SITE SHALL BE GUIDED AND REQUIRED TO GO THROUGH THE CONSTRUCTION EXIT.

DEWATERING AND BASIN DRAINING:
IF DEWATERING IS REQUIRED, PRACTICES DESCRIBED IN THE GEOTECHNICAL REPORT AND EROSION AND SEDIMENT CONTROL AND STORMWATER MANAGEMENT MANUAL SHOULD BE FOLLOWED. THE DEWATERING PLAN MUST INCLUDE BMPS TO PREVENT SEDIMENT TRANSPORT, EROSION, AND ADVERSE IMPACTS TO DOWNSTREAM RECEIVING WATERS. IN ADDITION, DEWATERING PLAN MUST INCLUDE ANY SPECIFIC CHEMICAL TREATMENTS THAT ARE USED. DISCHARGE OF STORM WATER AND GROUND WATER FROM CONSTRUCTION DEWATERING ACTIVITIES IS COVERED UNDER THE GENERAL PERMIT.

VEHICLE FUELING & MAINTENANCE:
WHENEVER POSSIBLE, VEHICLE REFUELING AND MAINTENANCE SHOULD NOT BE PERFORMED ON THE CONSTRUCTION SITE. HOWEVER, ANY VEHICLE REFUELING OR MAINTENANCE THAT MUST TAKE PLACE ON THE CONSTRUCTION SITE MUST HAVE PROPER SPILL PREVENTION CONTROLS IN PLACE PRIOR TO COMMENCING WORK.

EQUIPMENT AND VEHICLES MUST BE CLEANED REGULARLY TO PREVENT A BUILDUP OF OIL AND GREASE. BERMS, SANDBAGS, OR OTHER BARRIERS SHOULD BE USED AROUND THE PERIMETER OF THE MAINTENANCE AREA TO PREVENT STORM WATER CONTAMINATION. MAINTENANCE AREAS SHOULD BE CLEARLY DESIGNATED. SECONDARY CONTAINMENT (CAPABLE OF HANDLING 110% OF MATERIAL) MUST BE PROVIDED FOR ALL FLUIDS GREATER THAN 55 GALLONS. ALL WASTE FLUIDS MUST BE IN LEAK-PROOF CONTAINERS.

DUST CONTROL:
DUST RESULTING FROM THE CONTRACTOR'S WORK EITHER INSIDE OR OUTSIDE THE RIGHT OF WAY, SHALL BE CONTROLLED BY THE CONTRACTOR BY APPLYING EITHER WATER OR DUST PALLIATIVE, OR BOTH.

HENNEPIN COUNTY, MN	
MAP UNIT SYMBOL	MAP UNIT NAME
U4A	UDIPSAMMENTS COMPLEX, 0 TO 2 PERCENT SLOPES
D64B	HUBBARD SANDY LOAM, 0 TO 8 PERCENT SLOPES
U1A	UDORTHENTS COMPLEX, 0 TO 2 PERCENT SLOPES
U2A	UDORTHENTS COMPLEX, 0 TO 2 PERCENT SLOPES
D16A	SEELYEVILLE PONDED, 0 TO 1 PERCENT SLOPES
D17A	DUELM LOAMY SAND, 0 TO 2 PERCENT SLOPES

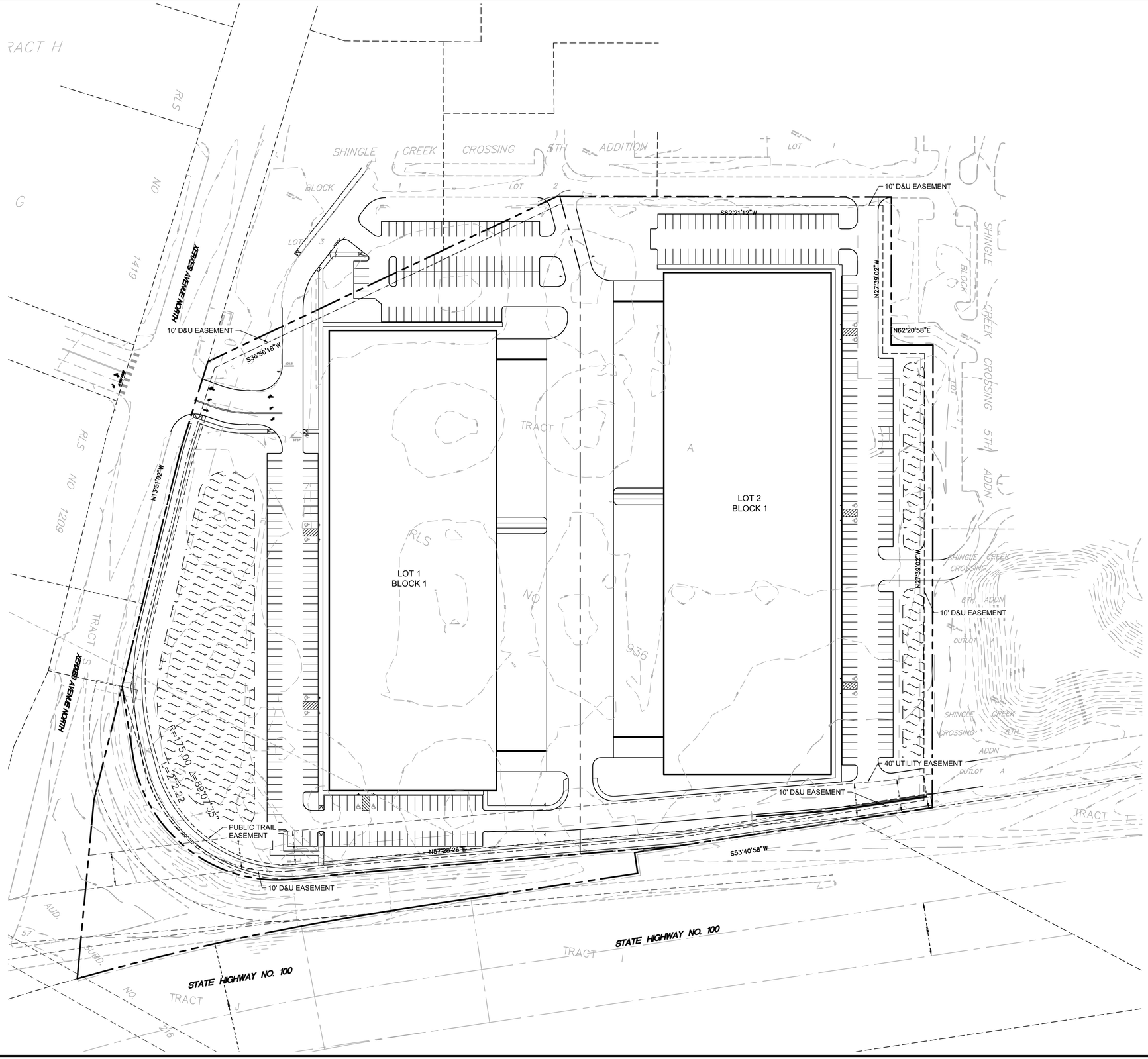
ENGINEER
KIMLEY-HORN AND ASSOCIATES, INC.
PREPARED BY: BRIAN M. WURDEMAN
767 EUSTIS STREET, SUITE 100
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SWPPP DESIGNER
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DEVELOPER
SCANNELL PROPERTIES
294 GROVE LANE, SUITE 140
WAYZATA, MN 55391
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K:\TWC_LDEV\Scannell\Brooklyn center - sears\3 Design\CAD\plansheets\PRELIMINARY PLAT.dwg May 24, 2022 - 4:59pm

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LEGEND

- PROPERTY LINE
- 928 EXISTING CONTOUR
- PROPOSED EASEMENT
- EXISTING EASEMENT

PROPERTY SUMMARY	
LOT 1, BLOCK 1	8.07 AC
LOT 2, BLOCK 1	7.19 AC
EXISTING ZONING	PUD / MX-B
PROPOSED ZONING	PUD / MX-B

EXISTING LEGAL DESCRIPTION

TRACT A, REGISTERED LAND SURVEY NO. 936,
HENNEPIN COUNTY, MINNESOTA.

OWNER/SUBDIVIDER:

SCANNELL PROPERTIES
294 GROVE LN E
WAYZATA, MN 55391
(763) 331-8850

SURVEYOR:

SUNDE LAND SURVEYING
9001 EAST BLOOMINGTON FREEWAY (35W), SUITE 118
BLOOMINGTON, MN 55420
LEONARD F. CARLSON, PLS LICENSE NO. 44890
TELEPHONE (952) 881-2455

ENGINEER:

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PREPARED BY: BRIAN WURDEMAN, PE #53113
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NORTH

GRAPHIC SCALE IN FEET
0 30 60 120

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No.	REVISIONS	DATE	BY

Kimley»Horn

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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.

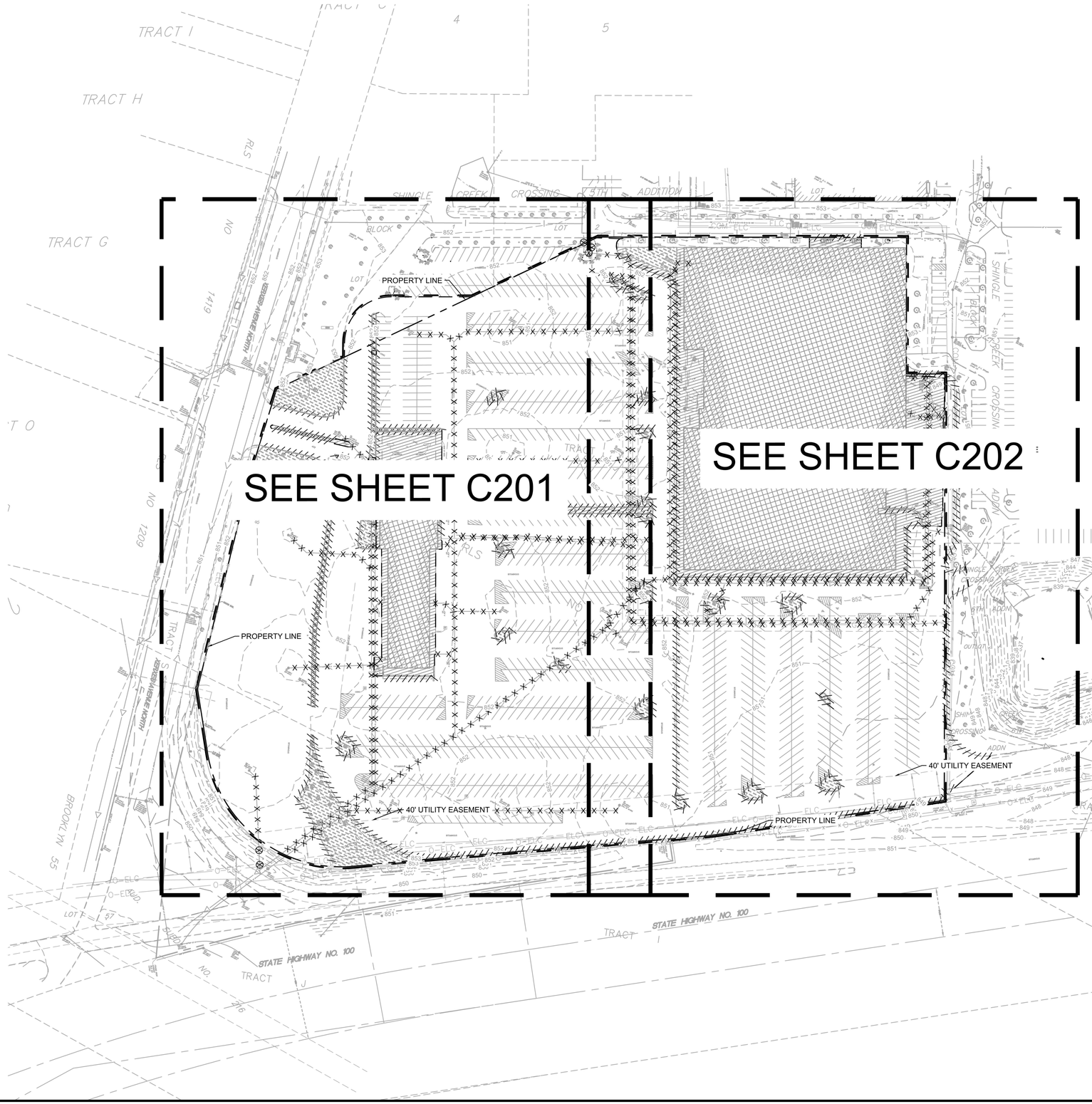
BRIAN M. WURDEMAN
DATE: 01/21/2022 LIC. NO. 53113 MN

KHA PROJECT	160046021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

PRELIMINARY PLAT

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C102



DEMOLITION PLAN NOTES

1. THE CONTRACTOR IS RESPONSIBLE FOR THE DEMOLITION, REMOVAL, AND DISPOSAL (IN A LOCATION APPROVED BY ALL GOVERNING AUTHORITIES) ALL STRUCTURES, PADS, WALLS, FLUMES, FOUNDATIONS, PARKING, DRIVES, DRAINAGE STRUCTURES, UTILITIES, ETC. SUCH THAT THE IMPROVEMENTS ON THE PLANS CAN BE CONSTRUCTED. ALL FACILITIES TO BE REMOVED SHALL BE UNDERCUT TO SUITABLE MATERIAL AND BROUGHT TO GRADE WITH SUITABLE COMPACTED FILL MATERIAL PER THE PROJECT DOCUMENTS.
2. THE CONTRACTOR IS RESPONSIBLE FOR REMOVING ALL DEBRIS FROM THE SITE AND DISPOSING THE DEBRIS IN A LAWFUL MANNER. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL PERMITS REQUIRED FOR DEMOLITION AND DISPOSAL. CONTRACTOR SHALL PROVIDE COPIES OF THE PERMIT AND RECEIPTS OF DISPOSAL OF MATERIALS TO THE OWNER AND OWNERS REPRESENTATIVE.
3. THE CONTRACTOR SHALL MAINTAIN ALL UTILITY SERVICES TO ADJACENT PROPERTIES AT ALL TIMES. UTILITY SERVICES SHALL NOT BE INTERRUPTED WITHOUT APPROVAL FROM THE CONSTRUCTION MANAGER AND COORDINATION WITH THE ADJACENT PROPERTIES AND/OR THE CITY.
4. THE CONTRACTOR SHALL COORDINATE WITH RESPECTIVE UTILITY COMPANIES PRIOR TO THE REMOVAL AND/OR RELOCATION OF UTILITIES. THE CONTRACTOR SHALL COORDINATE WITH THE UTILITY COMPANY CONCERNING PORTIONS OF WORK WHICH MAY BE PERFORMED BY THE UTILITY COMPANY'S FORCES AND ANY FEES WHICH ARE TO BE PAID TO THE UTILITY COMPANY FOR THEIR SERVICES. THE CONTRACTOR IS RESPONSIBLE FOR PAYING ALL FEES AND CHARGES.
5. THE LOCATIONS OF ALL EXISTING UTILITIES SHOWN ON THE PLAN HAVE BEEN DETERMINED FROM THE BEST INFORMATION AVAILABLE AND ARE GIVEN FOR THE CONVENIENCE OF THE CONTRACTOR. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR THEIR ACCURACY. PRIOR TO THE START OF ANY DEMOLITION ACTIVITY, THE CONTRACTOR SHALL NOTIFY THE UTILITY COMPANIES FOR LOCATIONS OF EXISTING UTILITIES WITHIN ALL AREAS OF PROPOSED WORK.
6. ALL EXISTING SEWERS, PIPING AND UTILITIES SHOWN ARE NOT TO BE INTERPRETED AS THE EXACT LOCATION, OR AS ANY OBSTACLES THAT MAY OCCUR ON THE SITE. VERIFY EXISTING CONDITIONS AND PROCEED WITH CAUTION AROUND ANY ANTICIPATED FEATURES. GIVE NOTICE TO ALL UTILITY COMPANIES REGARDING DESTRUCTION AND REMOVAL OF ALL SERVICE LINES AND CAP ALL LINES BEFORE PRECEDING WITH THE WORK.
7. ELECTRICAL, TELEPHONE, CABLE, WATER, FIBER OPTIC, AND/OR GAS LINES NEEDING TO BE REMOVED OR RELOCATED SHALL BE COORDINATED WITH THE AFFECTED UTILITY COMPANY. ADEQUATE TIME SHALL BE PROVIDED FOR RELOCATION AND CLOSE COORDINATION WITH THE UTILITY COMPANY IS NECESSARY TO PROVIDE A SMOOTH TRANSITION IN UTILITY SERVICE. CONTRACTOR SHALL PAY CLOSE ATTENTION TO EXISTING UTILITIES WITHIN ANY ROAD RIGHT-OF-WAY DURING CONSTRUCTION.
8. CONTRACTOR MUST PROTECT THE PUBLIC AT ALL TIMES WITH FENCING, BARRICADES, ENCLOSURES, ETC. (AND OTHER APPROPRIATE BEST MANAGEMENT PRACTICES) AS APPROVED BY THE CONSTRUCTION MANAGER. MAINTENANCE OF TRAFFIC CONTROL SHALL BE COORDINATED IN ACCORDANCE WITH BROOKLYN CENTER, HENNEPIN COUNTY AND MN/DOT.
9. CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES DURING CONSTRUCTION, AND SHALL NOTIFY ALL PROPERTIES IF ACCESS WILL BE INTERRUPTED OR ALTERED AT ANY TIME DURING CONSTRUCTION.
10. PRIOR TO DEMOLITION OCCURRING, ALL EROSION CONTROL DEVICES ARE TO BE INSTALLED.
11. CONTRACTOR MAY LIMIT SAW-CUT AND PAVEMENT REMOVAL TO ONLY THOSE AREAS WHERE IT IS REQUIRED AS SHOWN ON THESE CONSTRUCTION PLANS BUT IF ANY DAMAGE IS INCURRED ON ANY OF THE SURROUNDING PAVEMENT, ETC. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ITS REMOVAL AND REPAIR.
12. THE CONTRACTOR SHALL COORDINATE WATER MAIN WORK WITH THE FIRE DEPT. AND THE CITY WATER DEPARTMENT TO PLAN PROPOSED IMPROVEMENTS AND TO ENSURE ADEQUATE FIRE PROTECTION IS CONSTANTLY AVAILABLE TO THE SITE THROUGHOUT THIS SPECIFIC WORK AND THROUGH ALL PHASES OF CONSTRUCTION. CONTRACTOR WILL BE RESPONSIBLE FOR ARRANGING/PROVIDING ANY REQUIRED WATER MAIN SHUT OFFS WITH THE CITY OF BROOKLYN CENTER DURING CONSTRUCTION. ANY COSTS ASSOCIATED WITH WATER MAIN SHUT OFFS WILL BE THE RESPONSIBILITY OF THE CONTRACTOR AND NO EXTRA COMPENSATION WILL BE PROVIDED.
13. REFER TO SURVEY FOR ALL EXISTING INVERT AND RIM ELEVATIONS.
14. ALL UTILITIES SHOWN ARE EXISTING UTILITIES.
15. IN THE EVENT A WELL IS FOUND, THE CONTRACTOR SHALL CONTACT THE ENGINEER AND OWNER IMMEDIATELY. ALL WELLS SHALL BE SEALED BY A LICENSED WELL CONTRACTOR IN ACCORDANCE WITH ALL STATE OF MN REQUIREMENTS.
16. IN THE EVENT THAT UNKNOWN CONTAINERS OR TANKS ARE ENCOUNTERED, THE CONTRACTOR SHALL CONTACT THE OWNER AND/OR OWNERS REPRESENTATIVE IMMEDIATELY. ALL CONTAINERS SHALL BE DISPOSED OF AT A PERMITTED LANDFILL PER THE PROJECT DOCUMENTS.
17. CONTRACTOR SHALL NOTIFY THE ENGINEER IF ANY EXISTING DRAINTILE IS ENCOUNTERED ON SITE. NO ACTIVE DRAINTILE SHALL BE REMOVED WITHOUT APPROVAL FROM THE ENGINEER.

LEGEND

- PROPERTY LINE
- REMOVE BITUMINOUS SURFACE
- REMOVE CONCRETE SURFACE
- REMOVE BUILDING
- CLEARING & GRUBBING
- FULL DEPTH SAWCUT
- REMOVE TREE
- REMOVE CONCRETE CURB & GUTTER
- REMOVE UTILITY LINES
- FILL & ABANDON UTILITY LINES
- LIMITS OF CONSTRUCTION
- O—ELC — EXISTING OVERHEAD POWER LINE
- EXISTING CHAINLINK FENCE
- EXISTING J-BARRIER
- EXISTING RETAINING WALL
- EXISTING SANITARY SEWER
- EXISTING STORM SEWER
- EXISTING WATERMAIN
- GAS — EXISTING GAS MAIN
- TEL — EXISTING UNDERGROUND TELEPHONE
- CTV — EXISTING UNDERGROUND CABLE
- 928 — EXISTING CONTOUR
- EXISTING CURB & GUTTER
- EXISTING SIGN
- EXISTING FLARED END SECTION
- EXISTING STORM MANHOLE
- EXISTING STORM CATCHBASIN
- GAS METER — EXISTING GAS METER
- EXISTING POST INDICATOR VALVE
- EXISTING WELL
- EXISTING AUTOMATIC SPRINKLER
- EXISTING ROOF DRAIN
- EXISTING GATE VALVE
- EXISTING HYDRANT
- EXISTING METAL COVER
- E — EXISTING ELECTRICAL METER
- EXISTING AIR CONDITIONER
- EXISTING TELEPHONE MANHOLE
- EXISTING CABLE BOX
- EXISTING GUY WIRE
- EXISTING POWER POLE
- EXISTING LIGHT POLE
- EXISTING TREE
- EXISTING TREE LINE

NORTH

GRAPHIC SCALE IN FEET
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No.	REVISIONS	DATE	BY

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BRIAN M. WURDEMAN
MN LIC. NO. 53313
DATE: 05/24/2022

KHA PROJECT	160846021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

OVERALL DEMO PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

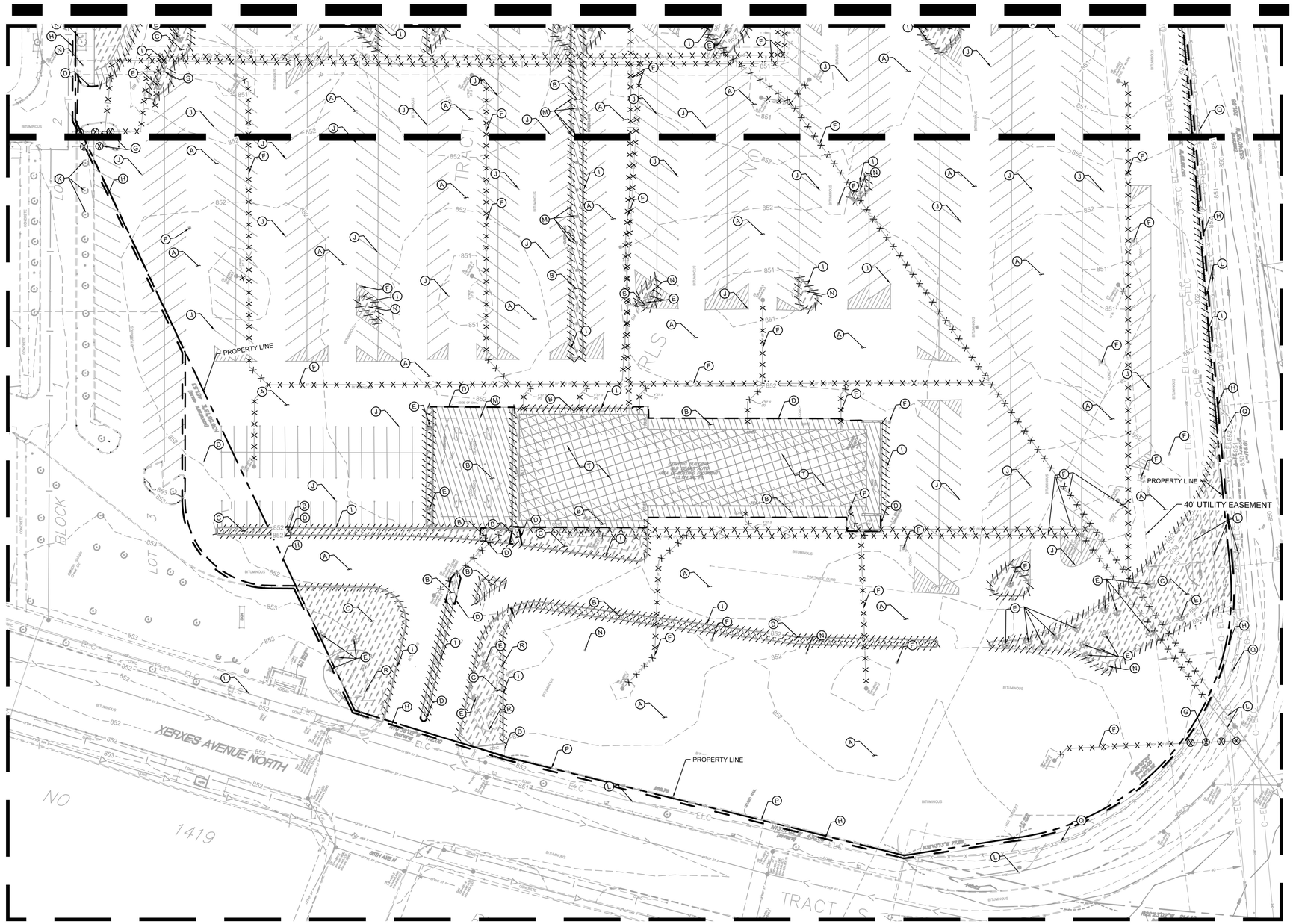
SHEET NUMBER
C200

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SEE SHEET C202



LEGEND

- PROPERTY LINE
- REMOVE BITUMINOUS SURFACE
- REMOVE CONCRETE SURFACE
- REMOVE BUILDING
- CLEARING & GRUBBING
- FULL DEPTH SAWCUT
- REMOVE TREE
- REMOVE CONCRETE CURB & GUTTER
- REMOVE UTILITY LINES
- FILL & ABANDON UTILITY LINES
- LIMITS OF CONSTRUCTION
- EXISTING OVERHEAD POWER LINE
- EXISTING CHAINLINK FENCE
- EXISTING J-BARRIER
- EXISTING RETAINING WALL
- EXISTING SANITARY SEWER
- EXISTING STORM SEWER
- EXISTING WATERMAIN
- EXISTING GAS MAIN
- EXISTING UNDERGROUND TELEPHONE
- EXISTING UNDERGROUND CABLE
- EXISTING CONTOUR
- EXISTING CURB & GUTTER
- EXISTING SIGN
- EXISTING FLARED END SECTION
- EXISTING STORM MANHOLE
- EXISTING STORM CATCHBASIN
- EXISTING GAS METER
- EXISTING POST INDICATOR VALVE
- EXISTING WELL
- EXISTING AUTOMATIC SPRINKLER
- EXISTING ROOF DRAIN
- EXISTING GATE VALVE
- EXISTING HYDRANT
- EXISTING METAL COVER
- EXISTING ELECTRICAL METER
- EXISTING AIR CONDITIONER
- EXISTING TELEPHONE MANHOLE
- EXISTING CABLE BOX
- EXISTING GUY WIRE
- EXISTING POWER POLE
- EXISTING LIGHT POLE
- EXISTING TREE
- EXISTING TREE LINE

KEYNOTE LEGEND

- (A) REMOVE ASPHALT, TYP.
- (B) REMOVE CONCRETE SURFACE, TYP.
- (C) CLEAR & GRUB, TYP.
- (D) FULL DEPTH SAWCUT, TYP.
- (E) REMOVE TREE, TYP.
- (F) REMOVE UTILITIES, TYP.
- (G) FILL & ABANDON UTILITIES, TYP.
- (H) LIMITS OF CONSTRUCTION, TYP.
- (I) REMOVE CURB & GUTTER, TYP.
- (J) PAVEMENT MARKINGS TO BE REMOVED
- (K) EXISTING TREES TO REMAIN AND BE PROTECTED THROUGHOUT CONSTRUCTION
- (L) EXISTING UTILITIES TO REMAIN AND BE PROTECTED THROUGHOUT CONSTRUCTION
- (M) REMOVE OVERHANG & COLUMNS
- (N) REMOVE LIGHT POLE
- (O) EXISTING LIGHT POLES TO REMAIN AND BE PROTECTED THROUGHOUT CONSTRUCTION
- (P) REMOVE FENCE
- (Q) EXISTING FENCE TO REMAIN AND BE PROTECTED THROUGHOUT CONSTRUCTION
- (R) REMOVE ACCESSORY STRUCTURE
- (S) REMOVE FIRE HYDRANT
- (T) REMOVE BUILDING, TYP.

GRAPHIC SCALE IN FEET
0 20 40 80

PRELIMINARY - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

Kimley»Horn
2018 KIMLEY-HORN AND ASSOCIATES, INC.
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
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WWW.KIMLEY-HORN.COM

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BRIAN M. WURDEMAN
DATE: 05/24/2022 LIC. NO. 53113 MN

KHA PROJECT 160846021
DATE 05/24/2022
SCALE AS SHOWN
DESIGNED BY RAV
DRAWN BY RAV
CHECKED BY BMW

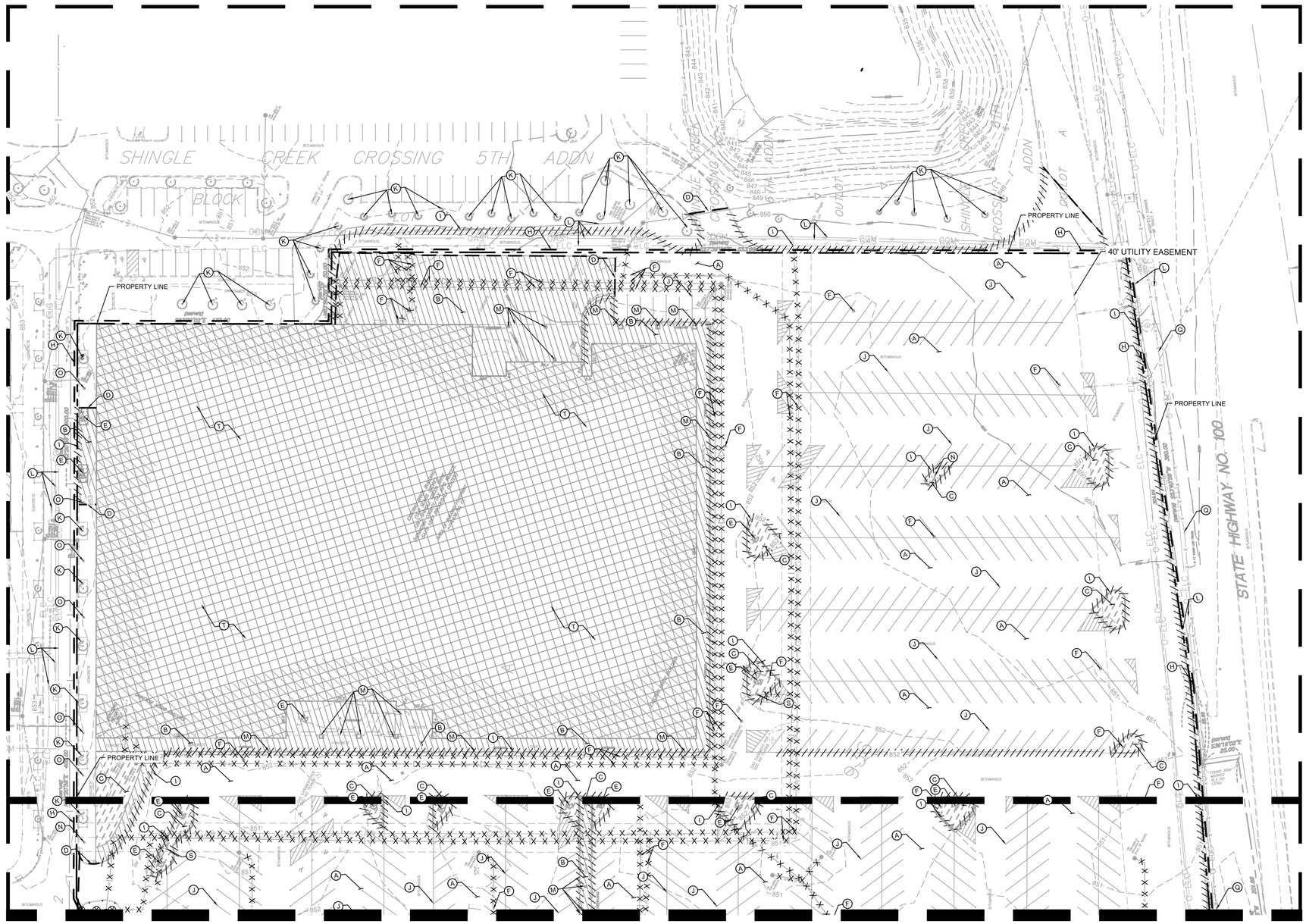
DEMO PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C201

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LEGEND

- PROPERTY LINE
- REMOVE BITUMINOUS SURFACE
- REMOVE CONCRETE SURFACE
- REMOVE BUILDING
- CLEARING & GRUBBING
- FULL DEPTH SAWCUT
- REMOVE TREE
- REMOVE CONCRETE CURB & GUTTER
- REMOVE UTILITY LINES
- FILL & ABANDON UTILITY LINES
- LIMITS OF CONSTRUCTION
- EXISTING OVERHEAD POWER LINE
- EXISTING CHAINLINK FENCE
- EXISTING J-BARRIER
- EXISTING RETAINING WALL
- EXISTING SANITARY SEWER
- EXISTING STORM SEWER
- EXISTING WATERMAIN
- EXISTING GAS MAIN
- EXISTING UNDERGROUND TELEPHONE
- EXISTING UNDERGROUND CABLE
- EXISTING CONTOUR
- EXISTING CURB & GUTTER
- EXISTING SIGN
- EXISTING FLARED END SECTION
- EXISTING STORM MANHOLE
- EXISTING STORM CATCHBASIN
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- EXISTING TELEPHONE MANHOLE
- EXISTING CABLE BOX
- EXISTING GUY WIRE
- EXISTING POWER POLE
- EXISTING LIGHT POLE
- EXISTING TREE
- EXISTING TREE LINE

KEYNOTE LEGEND

- (A) REMOVE ASPHALT, TYP.
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- (S) REMOVE FIRE HYDRANT
- (T) REMOVE BUILDING, TYP.

NORTH

GRAPHIC SCALE IN FEET
0 20 40 80

PRELIMINARY - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

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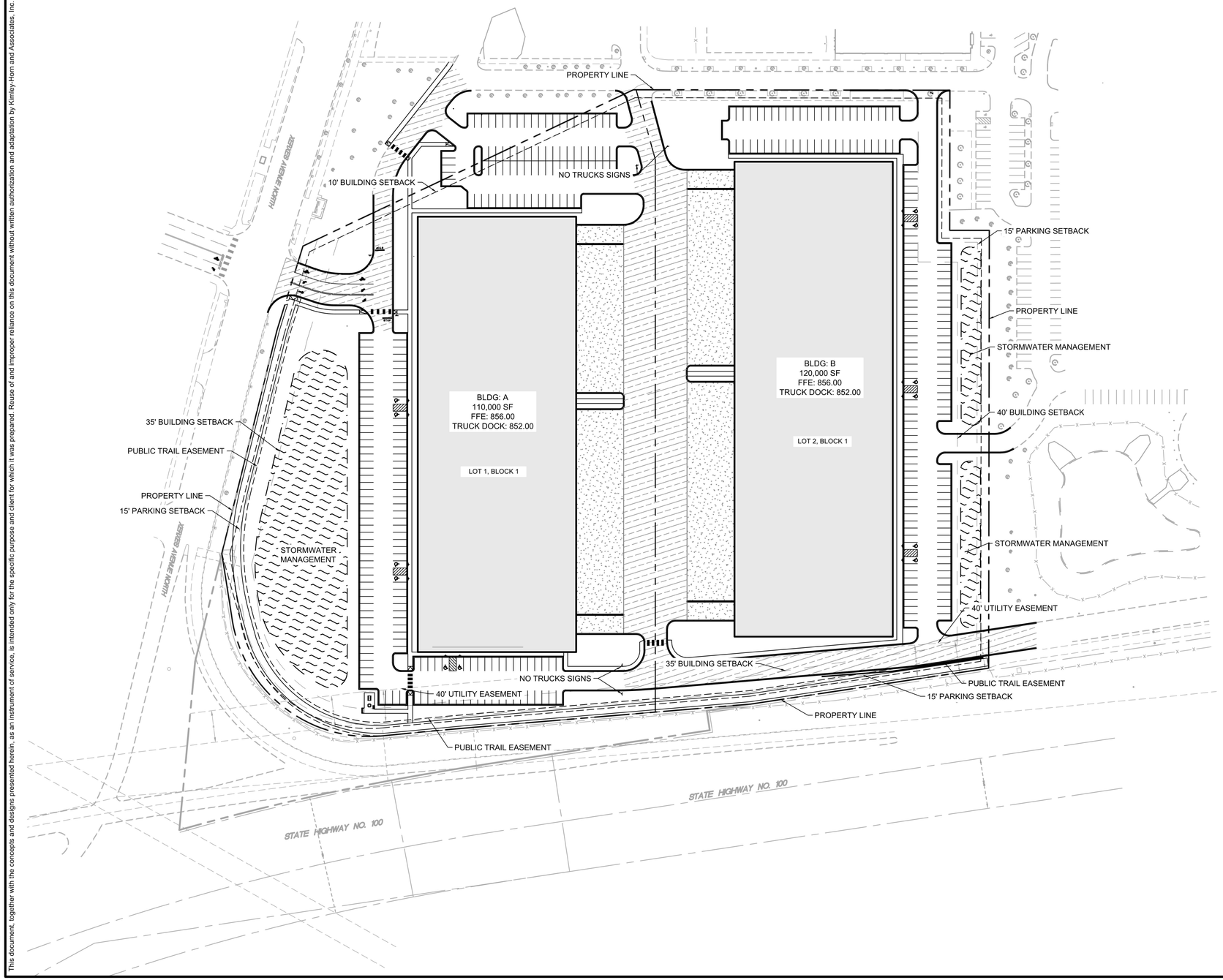
BRIAN M. WURDEMAN
DATE: 05/24/2022 LIC. NO. 53113 MN

KHA PROJECT 160846021
DATE 05/24/2022
SCALE AS SHOWN
DESIGNED BY RAV
DRAWN BY RAV
CHECKED BY BMW

DEMO PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C202



LEGEND

- PROPERTY LINE
- PROPOSED FENCE
- SETBACK LINE
- RETAINING WALL
- PROPOSED CURB AND GUTTER
- PROPOSED HEAVY DUTY ASPHALT
- PROPOSED STANDARD DUTY ASPHALT
- PROPOSED CONCRETE PAVEMENT
- PROPOSED STORMWATER MANAGEMENT AREA
- PROPOSED CONCRETE SIDEWALK

PROPERTY SUMMARY

NORTH 100 BUSINESS PARK	
PROPERTY AREA	664,544 SF (15.256 AC)
LOT 1, BLOCK 1 PROPERTY AREA	8.07 AC
LOT 2, BLOCK 1 PROPERTY AREA	7.19 AC

ZONING SUMMARY	
EXISTING ZONING	PUD / MX-B - PLANNED UNIT DEVELOPMENT / BUSINESS MIXED USE DISTRICT
PROPOSED ZONING	PUD / MX-B - PLANNED UNIT DEVELOPMENT / BUSINESS MIXED USE DISTRICT
PARKING SETBACKS	SIDE/REAR = 15' ROAD = 15'
BUILDING SETBACKS	FRONT = 35' CORNER = 35' INTERIOR SIDE = 10' REAR = 40'

BUILDING DATA SUMMARY

AREAS	
PROPOSED PROPERTY	15.256 AC
BUILDING A AREA	110,000 SF
BUILDING B AREA	120,000 SF

PARKING	
LOT 1, BLOCK 1	
REQUIRED PARKING	136 SPACES
PROPOSED PARKING	200 SPACES
PROPOSED PARKING EASEMENT SPACES	18 SPACES
ADA STALLS REQ'D / PROVIDED	6 STALLS / 6 STALLS
LOT 2, BLOCK 1	
REQUIRED PARKING	150 SPACES
PROPOSED PARKING	157 SPACES
ADA STALLS REQ'D / PROVIDED	6 STALLS / 6 STALLS

SITE PLAN NOTES

1. ALL WORK AND MATERIALS SHALL COMPLY WITH ALL CITY/COUNTY REGULATIONS AND CODES AND O.S.H.A. STANDARDS.
2. CONTRACTOR SHALL REFER TO THE ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF VESTIBULES, SLOPE PAVING, SIDEWALKS, EXIT PORCHES, TRUCK DOCKS, PRECISE BUILDING DIMENSIONS AND EXACT BUILDING UTILITY ENTRANCE LOCATIONS.
3. ALL INNER CURBED RADII ARE TO BE 3' AND OUTER CURBED RADII ARE TO BE 10' UNLESS OTHERWISE NOTED. STRIPED RADII ARE TO BE 5'.
4. ALL DIMENSIONS AND RADII ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
5. EXISTING STRUCTURES WITHIN CONSTRUCTION LIMITS ARE TO BE ABANDONED, REMOVED OR RELOCATED AS NECESSARY. ALL COST SHALL BE INCLUDED IN BASE BID.
6. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL RELOCATIONS, (UNLESS OTHERWISE NOTED ON PLANS) INCLUDING BUT NOT LIMITED TO, ALL UTILITIES, STORM DRAINAGE, SIGNS, TRAFFIC SIGNALS & POLES, ETC. AS REQUIRED. ALL WORK SHALL BE IN ACCORDANCE WITH GOVERNING AUTHORITIES REQUIREMENTS AND PROJECT SITE WORK SPECIFICATIONS AND SHALL BE APPROVED BY SUCH. ALL COST SHALL BE INCLUDED IN BASE BID.
7. SITE BOUNDARY, TOPOGRAPHY, UTILITY AND ROAD INFORMATION TAKEN FROM A SURVEY BY SUNDE LAND SURVEYING, DATED 03/30/2021.
8. KIMLEY-HORN ASSUMES NO LIABILITY FOR ANY ERRORS, INACCURACIES, OR OMISSIONS CONTAINED THEREIN.
9. TOTAL LAND AREA IS 15.256 ACRES.
10. PYLON / MONUMENT SIGNS SHALL BE CONSTRUCTED BY OTHERS. SIGNS ARE SHOWN FOR GRAPHICAL & INFORMATIONAL PURPOSES ONLY. CONTRACTOR TO VERIFY SIZE, LOCATION AND ANY REQUIRED PERMITS NECESSARY FOR THE CONSTRUCTION OF THE PYLON / MONUMENT SIGN.
11. CONTRACTOR SHALL REFERENCE ARCH / MEP PLANS FOR SITE LIGHTING AND ELECTRICAL PLAN.
12. NO PROPOSED LANDSCAPING SUCH AS TREES OR SHRUBS, ABOVE AND UNDERGROUND STRUCTURES, OR OTHER OBSTRUCTIONS SHALL BE LOCATED WITHIN EXISTING OR PROPOSED UTILITY EASEMENTS AND RIGHTS OF WAY UNLESS SPECIFICALLY NOTED ON PLANS OTHERWISE.
13. REFERENCE ARCHITECTURAL PLANS FOR DUMPSTER ENCLOSURE DETAILS.
14. REFER TO FINAL PLAT OR ALTA SURVEY FOR EXACT LOT AND PROPERTY BOUNDARY DIMENSIONS.
15. ALL AREAS ARE ROUNDED TO THE NEAREST SQUARE FOOT.
16. ALL DIMENSIONS ARE ROUNDED TO THE NEAREST TENTH FOOT.
17. ALL PARKING STALLS TO BE 9' IN WIDTH AND 18' IN LENGTH UNLESS OTHERWISE INDICATED.

NORTH

GRAPHIC SCALE IN FEET
0 35 70 140

PRELIMINARY - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

Kimley»Horn

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BRIAN M. WURDEMAN
MN
DATE: 05/24/2022 LIC. NO. 53313

KHA PROJECT 160846021
DATE 05/13/2022
SCALE AS SHOWN
DESIGNED BY RAV
DRAWN BY RAV
CHECKED BY BMW

OVERALL SITE PLAN

NORTH 100 BUSINESS PARK

PREPARED FOR

SCANNELL PROPERTIES MN

BROOKLYN CENTER

SHEET NUMBER
C300

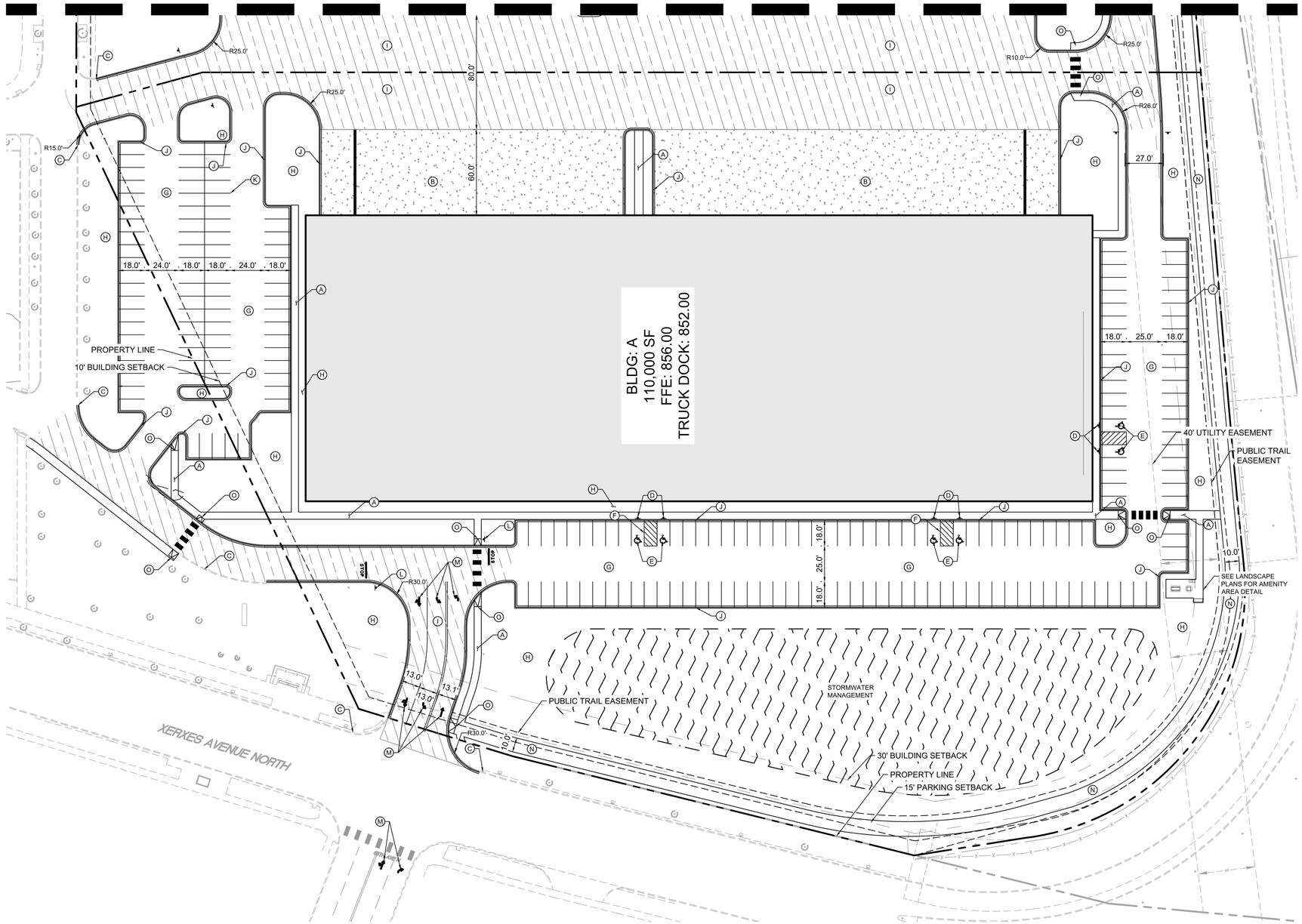
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SEE SHEET C302



LEGEND

- PROPERTY LINE
- PROPOSED FENCE
- SETBACK LINE
- RETAINING WALL
- PROPOSED CURB AND GUTTER
- PROPOSED HEAVY DUTY ASPHALT
- PROPOSED STANDARD DUTY ASPHALT
- PROPOSED CONCRETE PAVEMENT
- PROPOSED STORMWATER MANAGEMENT AREA
- PROPOSED CONCRETE SIDEWALK

KEYNOTE LEGEND

A	CONCRETE SIDEWALK
B	CONCRETE PAVEMENT
C	MATCH EXISTING EDGE OF PAVEMENT/ CURB & GUTTER
D	ACCESSIBLE PARKING SIGN
E	ACCESSIBLE PARKING
F	AREA STRIPED WITH 4" SYSL @ 45° 2' O.C.
G	STANDARD DUTY ASPHALT PAVEMENT
H	LANDSCAPE AREA - SEE LANDSCAPE PLANS
I	HEAVY DUTY ASPHALT PAVEMENT
J	B612 CURB & GUTTER (TYP.)
K	4" WIDE PAINTED SOLID LINE, TYP.
L	STOP SIGN
M	PAVEMENT MARKINGS, TYP.
N	BITUMINOUS TRAIL
O	PEDESTRIAN RAMP
P	RIPRAP

NORTH

GRAPHIC SCALE IN FEET
0 20 40 80

PRELIMINARY - NOT FOR CONSTRUCTION

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BRIAN M. WURDEMAN
MN
DATE: 05/24/2022 LIC. NO. 53113

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DATE	01/05/2022
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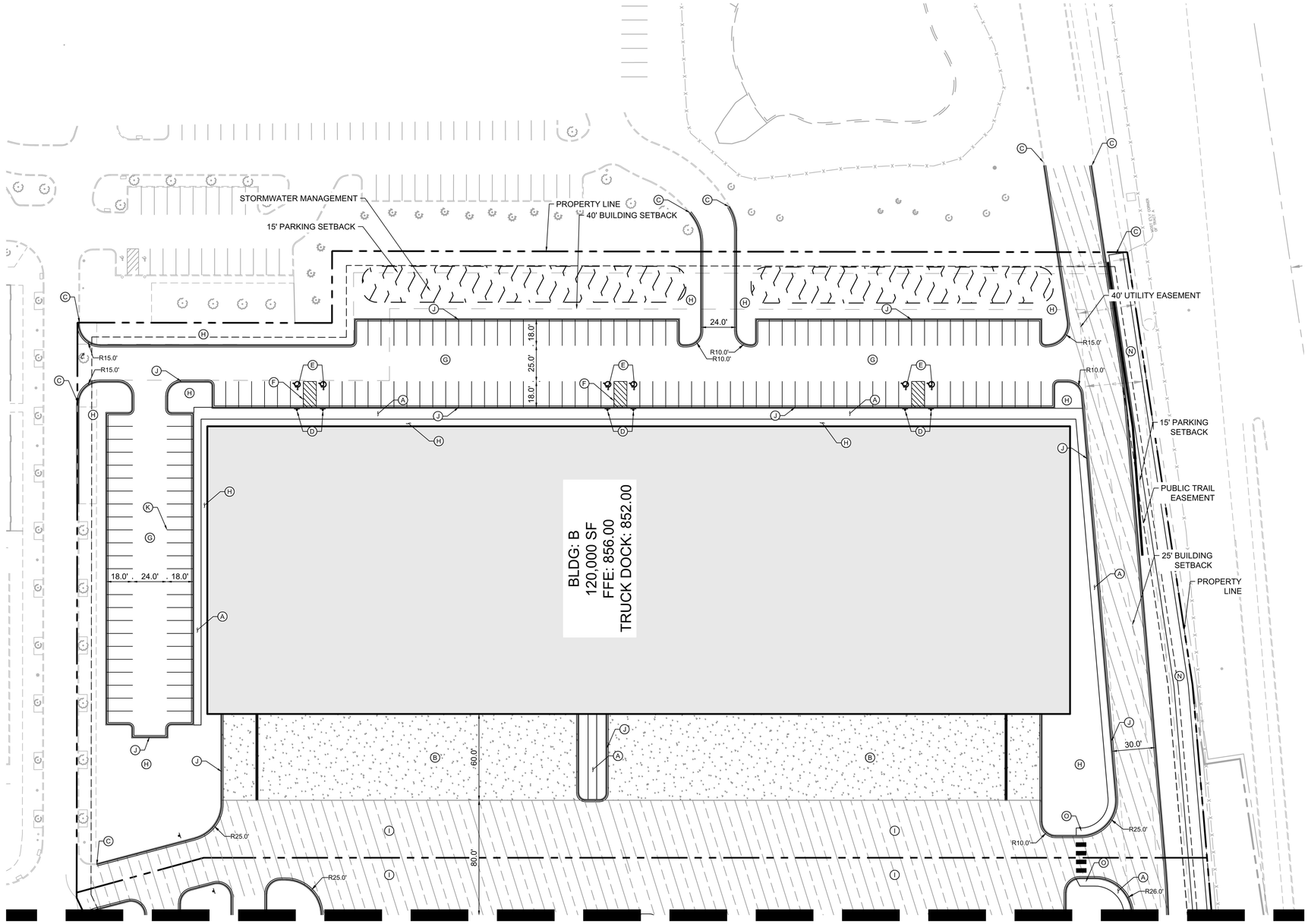
NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SITE PLAN

SHEET NUMBER
C301

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SEE SHEET C301

LEGEND

- PROPERTY LINE
- PROPOSED FENCE
- SETBACK LINE
- RETAINING WALL
- PROPOSED CURB AND GUTTER
- PROPOSED HEAVY DUTY ASPHALT
- PROPOSED STANDARD DUTY ASPHALT
- PROPOSED CONCRETE PAVEMENT
- PROPOSED STORMWATER MANAGEMENT AREA
- PROPOSED CONCRETE SIDEWALK

KEYNOTE LEGEND

A	CONCRETE SIDEWALK
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C	MATCH EXISTING EDGE OF PAVEMENT/ CURB & GUTTER
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G	STANDARD DUTY ASPHALT PAVEMENT
H	LANDSCAPE AREA - SEE LANDSCAPE PLANS
I	HEAVY DUTY ASPHALT PAVEMENT
J	B612 CURB & GUTTER (TYP.)
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M	PAVEMENT MARKINGS, TYP.
N	BITUMINOUS TRAIL
O	PEDESTRIAN RAMP
P	RIPRAP

NORTH

GRAPHIC SCALE IN FEET
0 20 40 80

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No.	REVISIONS	DATE	BY

Kimley»Horn

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DATE: 05/24/2022 LIC. NO. 53113 MN

KHA PROJECT	160846021
DATE	01/05/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

NORTH 100 BUSINESS PARK

PREPARED FOR

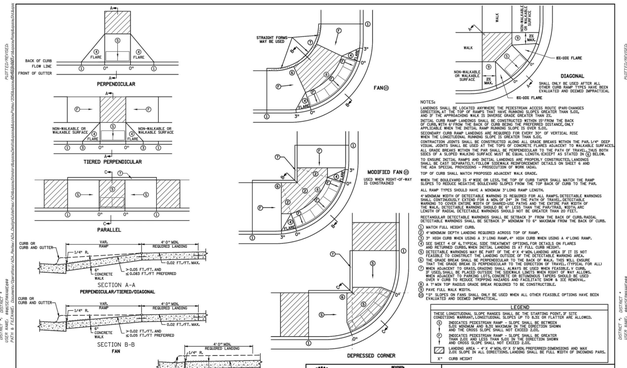
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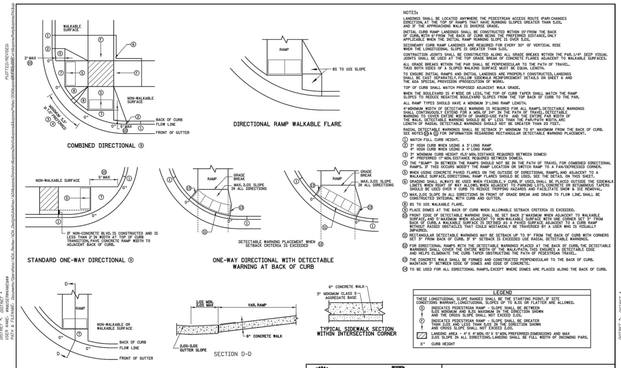
BROOKLYN CENTER MN

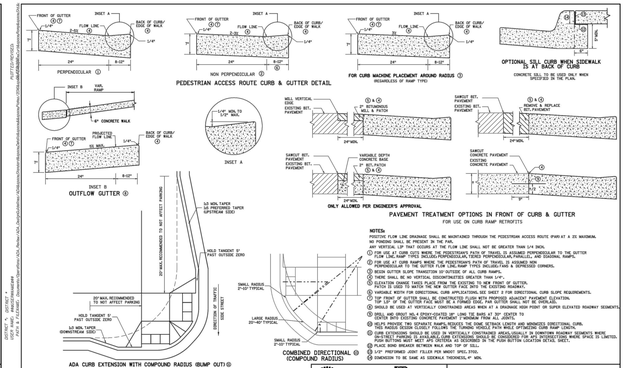
SITE PLAN

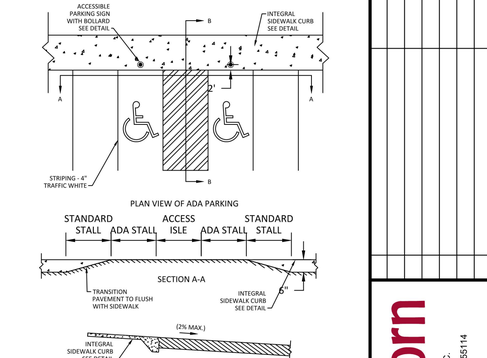
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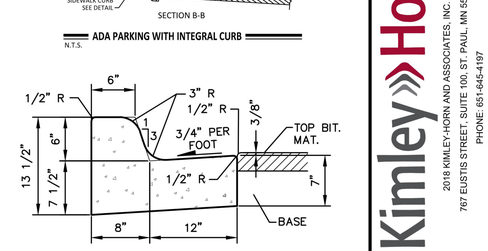
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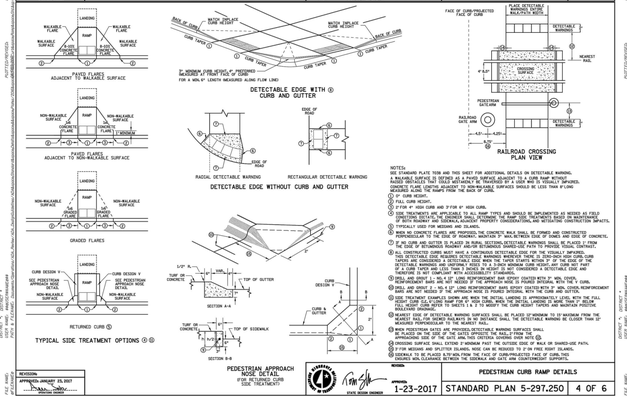


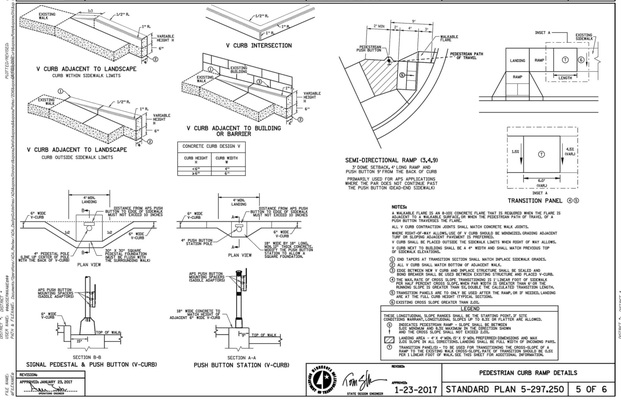


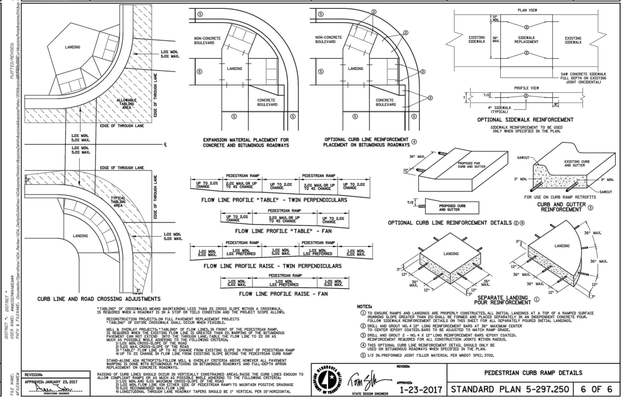


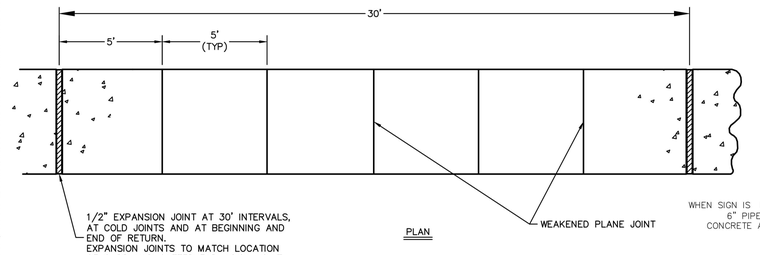


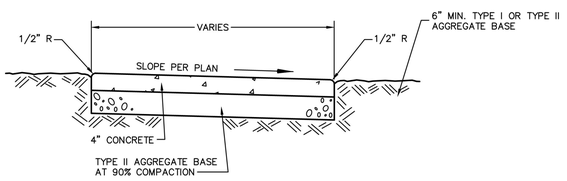
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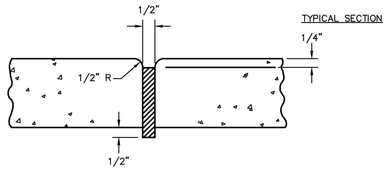


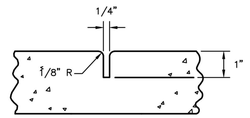






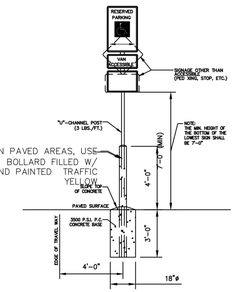


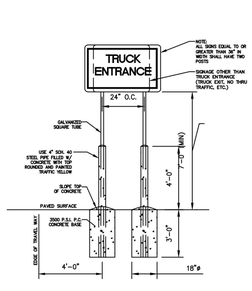




CONCRETE SIDEWALK DETAIL

DETAIL NTS





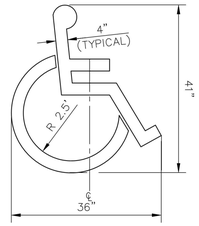
NOTES:
1. ALL SIGNS SHALL COMPLY WITH U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL HIGHWAY ADMINISTRATION'S "MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES", LOCAL CODES AND AS SPECIFIED. MOUNT SIGNS TO POST IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.
2. GALVANIZED SQUARE TUBE

   POST TUBES = 2"x2"x3/16" 12pp
   POST TUBE SHALL MEET ASTM A101 GRADE 50.
   POST TUBE GALVANIZED AS PER ASTM A653 GRADE 90.

NOTES:

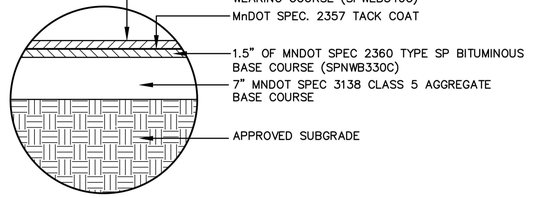
POLE AND SIGN TO BE PROVIDED AND INSTALLED BY GENERAL CONTRACTOR.

ALL SIGNS SHALL COMPLY WITH U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL HIGHWAY ADMINISTRATION'S "MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES", LOCAL CODES AND AS SPECIFIED. MOUNT SIGNS TO POST IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.



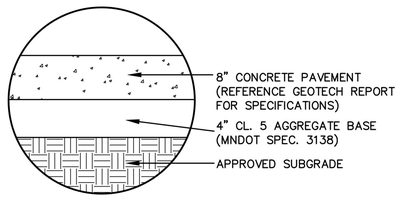
ACCESSIBLE PARKING SYMBOL

N.T.S.



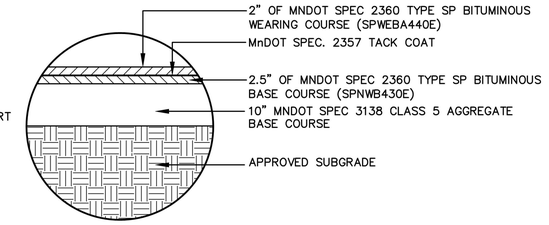
STANDARD DUTY BITUMINOUS

SCALE: NTS



CONCRETE PAVEMENT

SCALE: NTS



HEAVY DUTY BITUMINOUS

SCALE: NTS

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Kimley»Horn
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767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

No.	REVISIONS	DATE	BY

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BRIAN M. WURDEMAN
DATE: 05/24/2022
LIC. NO. 53113
MN

KHA PROJECT 160846021
DATE 05/24/2022
SCALE AS SHOWN
DESIGNED BY RAV
DRAWN BY RAV
CHECKED BY BMW

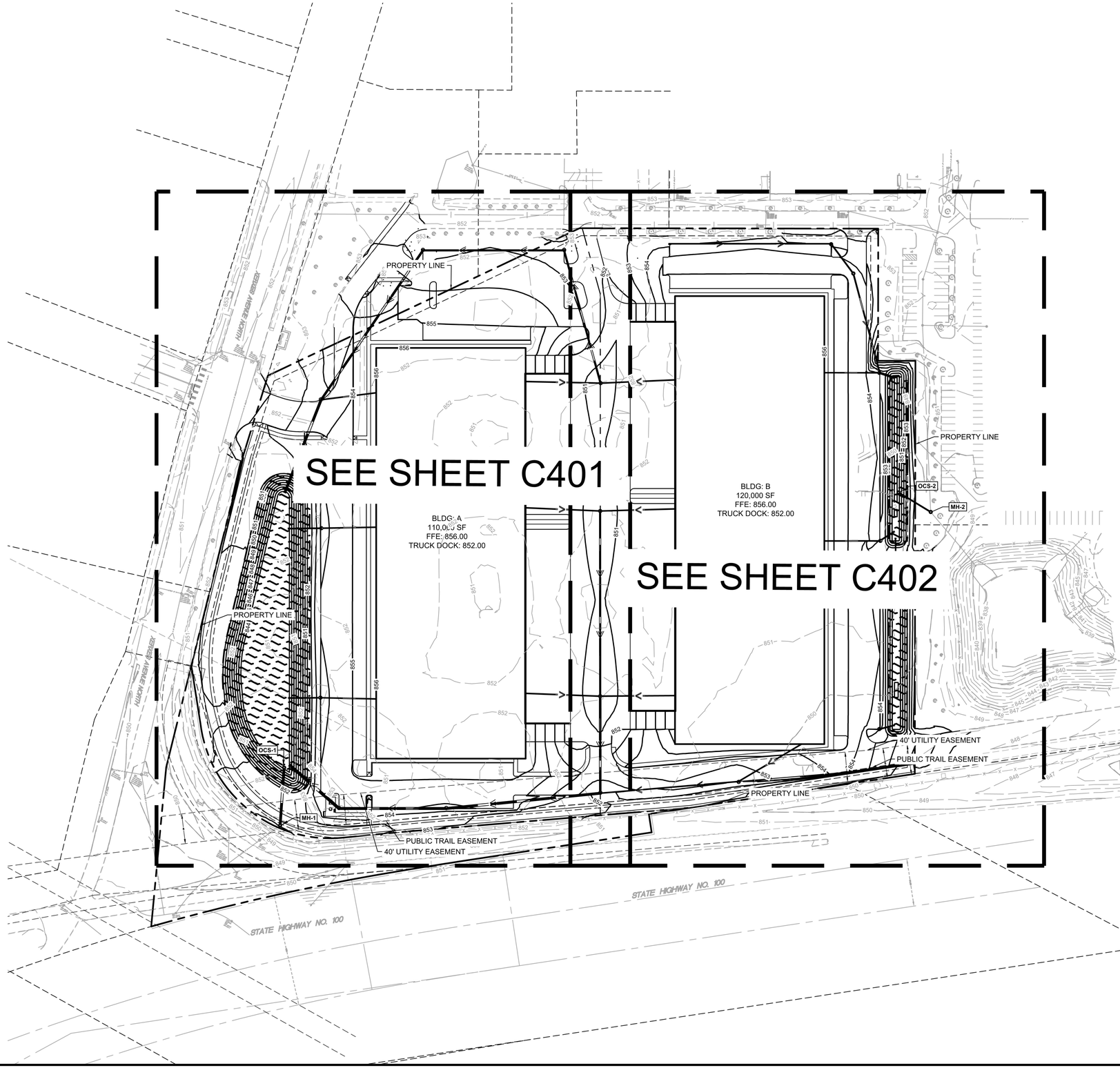
SITE DETAILS

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C303

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LEGEND

- PROPERTY LINE
- EXISTING CONTOUR
- PROPOSED CONTOUR
- PROPOSED STORM MANHOLE (SOLID CASTING)
- PROPOSED STORM MANHOLE (ROUND INLET CASTING)
- PROPOSED STORM MANHOLE/ CATCH BASIN (CURB INLET CASTING)
- PROPOSED STORM SEWER CLENOUT
- PROPOSED FLARED END SECTION
- PROPOSED RIPRAP
- PROPOSED STORM SEWER
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- PROPOSED GUTTER ELEVATION
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- PROPOSED FLUSH PAVEMENT ELEVATION
- MATCH EXISTING ELEVATION
- PROPOSED EMERGENCY OVERFLOW
- PROPOSED DRAINAGE DIRECTION
- PROPOSED ADA SLOPE

GRADING PLAN NOTES

1. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE CITY OF BROOKLYN CENTER, SPECIFICATIONS AND BUILDING PERMIT REQUIREMENTS.
2. CONTRACTOR TO CALL GOPHER STATE CALL ONE @ <1-800-252-1166> AT LEAST TWO WORKING DAYS PRIOR TO EXCAVATION/CONSTRUCTION FOR UTILITY LOCATIONS.
3. STORM SEWER PIPE SHALL BE AS FOLLOWS:
   RCP PER ASTM C-76
   HDPE: 0" - 10" PER AASHTO M-252
   HDPE: 12" OR GREATER PER ASTM F-2306
   PVC SCH. 40 PER ASTM D-1785
   STORM SEWER FITTINGS SHALL BE AS FOLLOWS:
   RCP PER ASTM C-76, JOINTS PER ASTM C-361, C-990, AND C-443
   HDPE PER ASTM 3212
   PVC PER ASTM D-3034, JOINTS PER ASTM D-3212
4. CONTRACTOR TO FIELD VERIFY THE LOCATIONS AND ELEVATIONS OR EXISTING UTILITIES AND TOPOGRAPHIC FEATURES PRIOR TO THE START OF SITE GRADING. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE PROJECT ENGINEER OF ANY DISCREPANCIES OR VARIATIONS.
5. SUBGRADE EXCAVATION SHALL BE BACKFILLED IMMEDIATELY AFTER EXCAVATION TO HELP OFFSET ANY STABILITY PROBLEMS DUE TO WATER SEEPAGE OR STEEP SLOPES. WHEN PLACING NEW SURFACE MATERIAL ADJACENT TO EXISTING PAVEMENT, THE EXCAVATION SHALL BE BACKFILLED PROMPTLY TO AVOID UNDERMINING OF EXISTING PAVEMENT.
6. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL HORIZONTAL AND VERTICAL CONTROL.
7. CONTRACTOR SHALL EXCAVATE DRAINAGE TRENCHES TO FOLLOW PROPOSED STORM SEWER ALIGNMENTS.
8. GRADES SHOWN ARE FINISHED GRADES. CONTRACTOR SHALL ROUGH GRADE TO SUBGRADE ELEVATION AND LEAVE STREET READY FOR SUBBASE.
9. ALL EXCESS MATERIAL, BITUMINOUS SURFACING, CONCRETE ITEMS, ANY ABANDONED UTILITY ITEMS, AND OTHER UNSTABLE MATERIALS SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE DISPOSED OF OFF THE CONSTRUCTION SITE.
10. REFER TO THE UTILITY PLAN FOR SANITARY SEWER MAIN, WATER MAIN SERVICE LAYOUT AND ELEVATIONS AND CASTING / STRUCTURE NOTATION.
11. CONTRACTOR IS RESPONSIBLE FOR CONSTRUCTION OF PAVEMENTS AND CURB AND GUTTER WITH SMOOTH UNIFORM SLOPES TO PROVIDE POSITIVE DRAINAGE.
12. INSTALL A MINIMUM OF <4" CLASS 5> AGGREGATE BASE UNDER CURB AND GUTTER AND CONCRETE SIDEWALKS.
13. UPON COMPLETION OF EXCAVATION AND FILLING, CONTRACTOR SHALL RESTORE ALL STREETS AND DISTURBED AREAS ON SITE. ALL DISTURBED AREAS SHALL BE RE-VEGETATED WITH A MINIMUM OF <4" OF TOPSOIL>.
14. ALL SPOT ELEVATIONS/CONTOURS ARE TO GUTTER / FLOW LINE UNLESS OTHERWISE NOTED.
15. GRADING FOR ALL SIDEWALKS AND ACCESSIBLE ROUTES INCLUDING CROSSING DRIVEWAYS SHALL CONFORM TO CURRENT ADA STATE/NATIONAL STANDARDS. IN NO CASE SHALL ACCESSIBLE RAMP SLOPES EXCEED 1 VERTICAL TO 12 HORIZONTAL. IN NO CASE SHALL SIDEWALK CROSS SLOPES EXCEED 2%. IN NO CASE SHALL LONGITUDINAL SIDEWALK SLOPES EXCEED 5%, IN NO CASE SHALL ACCESSIBLE PARKING STALLS OR AISLES EXCEED 2% (1.5% TARGET) IN ALL DIRECTIONS. SIDEWALK ACCESS TO EXTERNAL BUILDING DOORS AND GATES SHALL BE ADA COMPLIANT. CONTRACTOR SHALL NOTIFY ENGINEER IMMEDIATELY IF ADA CRITERIA CANNOT BE MET IN ANY LOCATION PRIOR TO PAVING. NO CONTRACTOR CHANGE ORDERS WILL BE ACCEPTED FOR A.D.A COMPLIANCE ISSUES.
16. MAINTAIN A MINIMUM OF 0.5% GUTTER SLOPE TOWARDS LOW POINTS.
17. CONTRACTOR TO PROVIDE 3" INSULATION BY 5' WIDE CENTERED ON STORM PIPE IF LESS THAN 4' OF COVER IN PAVEMENT AREAS AND LESS THAN 3' OF COVER IN LANDSCAPE AREAS.
18. ROOF DRAIN INVERT CONNECTIONS AT THE BUILDING SHALL BE AT ELEVATION SHOWN OR LOWER UNLESS NOTED OTHERWISE. REFERENCE MEP PLANS FOR ROOF DRAIN CONNECTION.
19. ALL STORM SEWER CONNECTIONS SHALL BE GASKETED AND WATER TIGHT INCLUDING MANHOLE CONNECTIONS.
20. ALL STORM SEWER PIPE SHALL BE AIR TESTED IN ACCORDANCE WITH THE CURRENT PLUMBING CODE.
21. MAINTAIN A MINIMUM OF 1.25% SLOPE IN BITUMINOUS PAVEMENT AREAS, 0.5% SLOPE IN CONCRETE PAVEMENT AREAS.
22. CONTRACTOR SHALL REVIEW PAVEMENT GRADIENT AND CONSTRUCT "INFALL CURB" WHERE PAVEMENT DRAINS TOWARD GUTTER, AND "OUTFALL" CURB WHERE PAVEMENT DRAINS AWAY FROM GUTTER.

NORTH

GRAPHIC SCALE IN FEET
0 35 70 140

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No.	REVISIONS	DATE	BY

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WWW.KIMLEY-HORN.COM

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BRIAN M. WURDEMAN
DATE: 05/24/2022 LIC. NO. 53113 MN

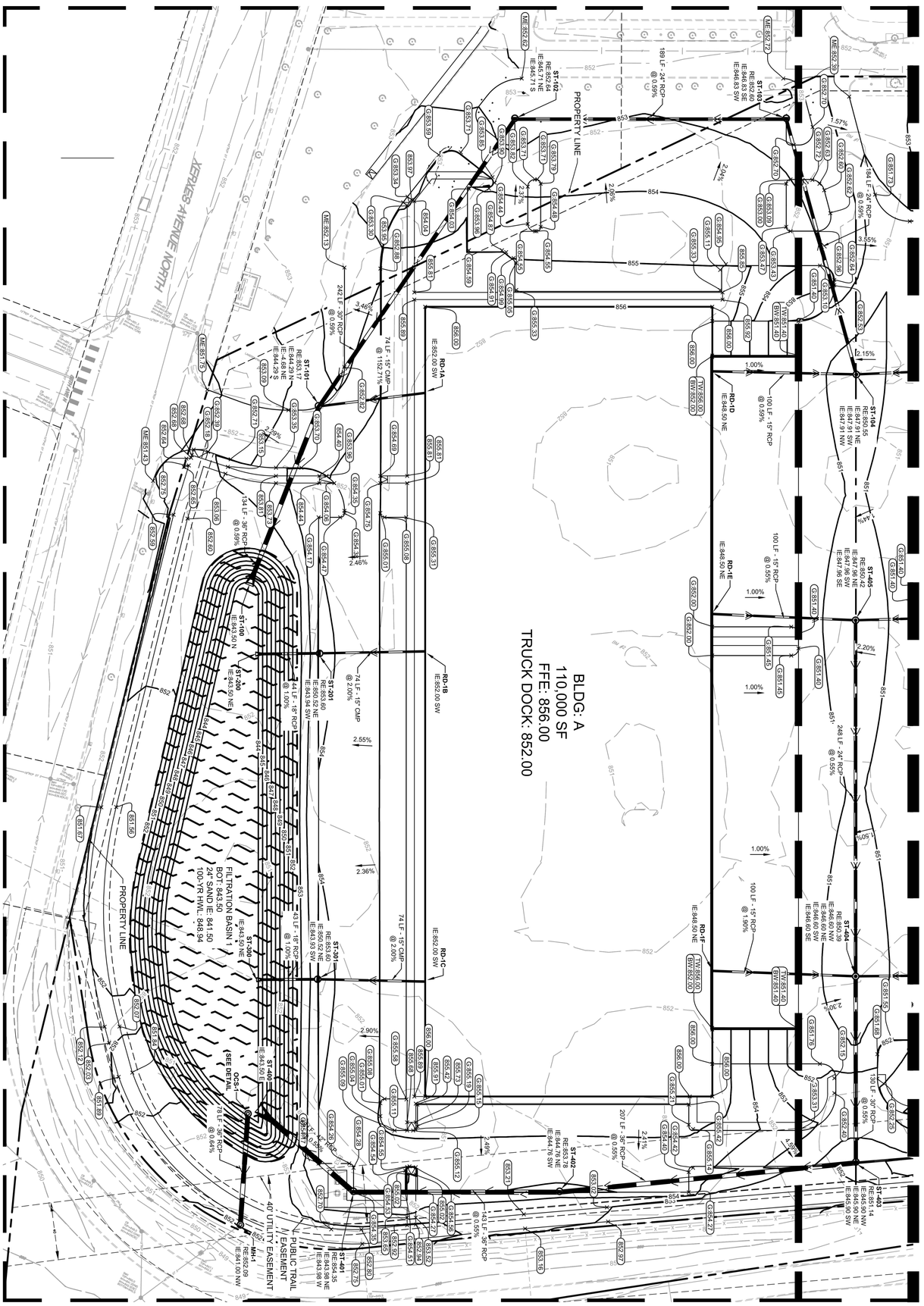
KHA PROJECT	
160846021	
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

OVERALL GRADING PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C400

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SEE SHEET C402

LEGEND

PROPERTY LINE
EXISTING CONTOUR
PROPOSED CONTOUR
PROPOSED STORM MANHOLE (SOLID CASTING)
PROPOSED STORM MANHOLE (ROUND INLET CASTING)
PROPOSED STORM MANHOLE/ CATCH BASIN (CURB INLET CASTING)
PROPOSED STORM SEWER CLEANOUT
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PROPOSED FLUSH PAVEMENT ELEVATION
MATCH EXISTING ELEVATION
PROPOSED EMERGENCY OVERFLOW
PROPOSED DRAINAGE DIRECTION
PROPOSED ADA SLOPE

GRAPHIC SCALE IN FEET
0 20 40 80

NORTH

PRELIMINARY - NOT FOR CONSTRUCTION

SHEET NUMBER C401

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

GRADING PLAN

KHA PROJECT	160846021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
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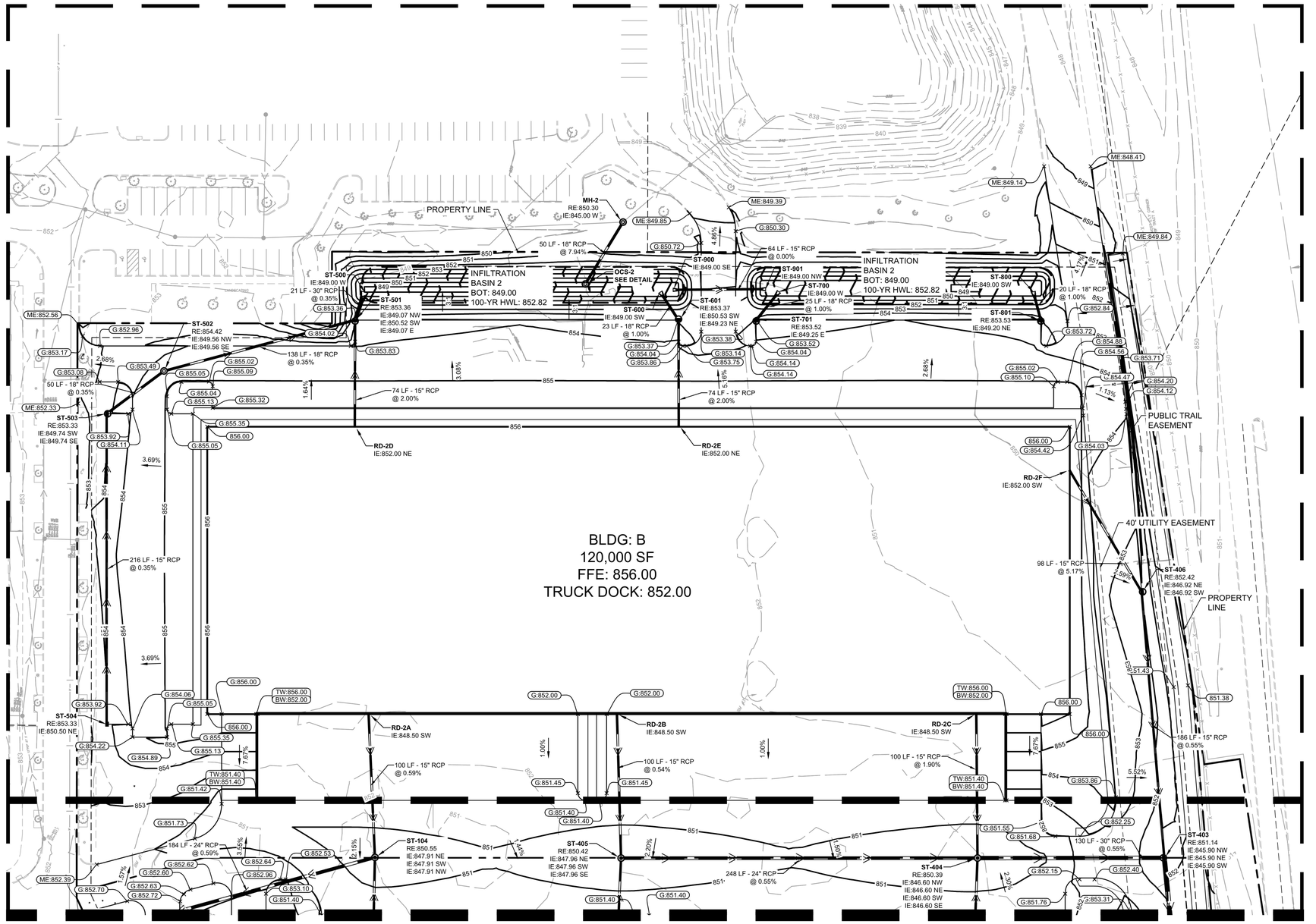
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DATE: 05/24/2022 LIC. NO. 53113 MN

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GRAPHIC SCALE IN FEET
0 20 40 80

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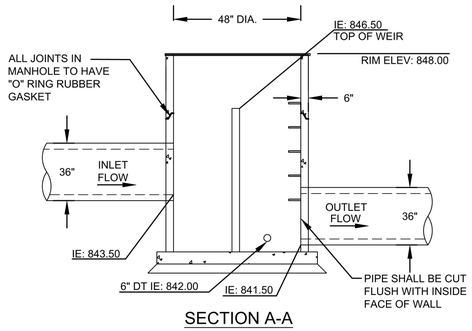
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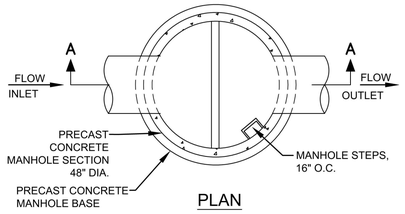
GRADING PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
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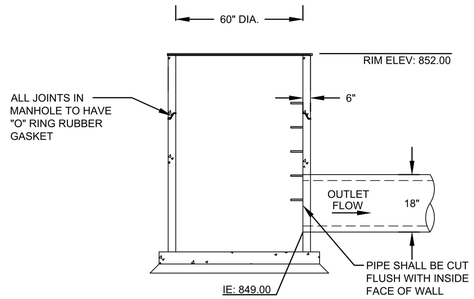


SECTION A-A

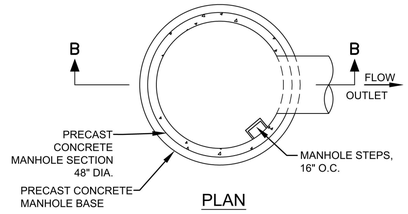


PLAN

OUTLET CONTROL STRUCTURE 1 (OCS-1)

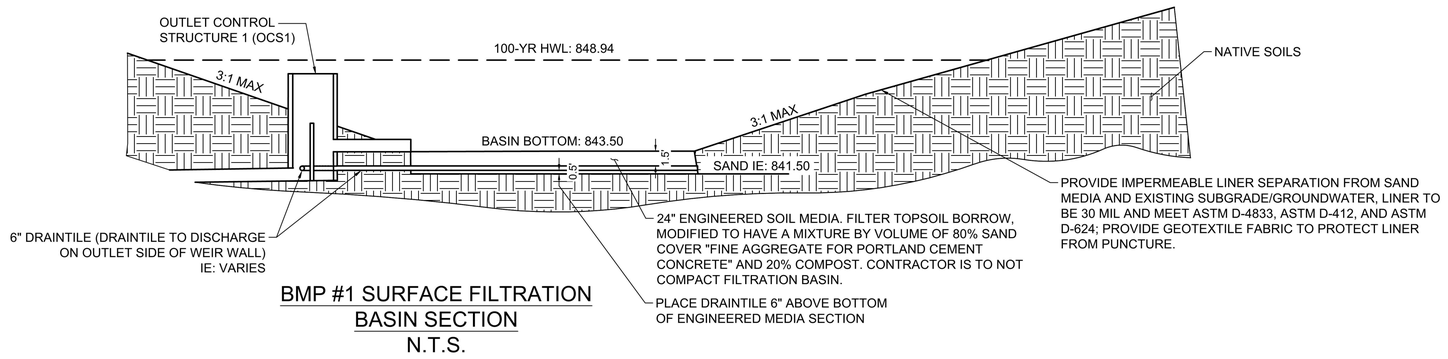


SECTION B-B



PLAN

OUTLET CONTROL STRUCTURE 2 (OCS-2)



BMP #1 SURFACE FILTRATION BASIN SECTION

N.T.S.

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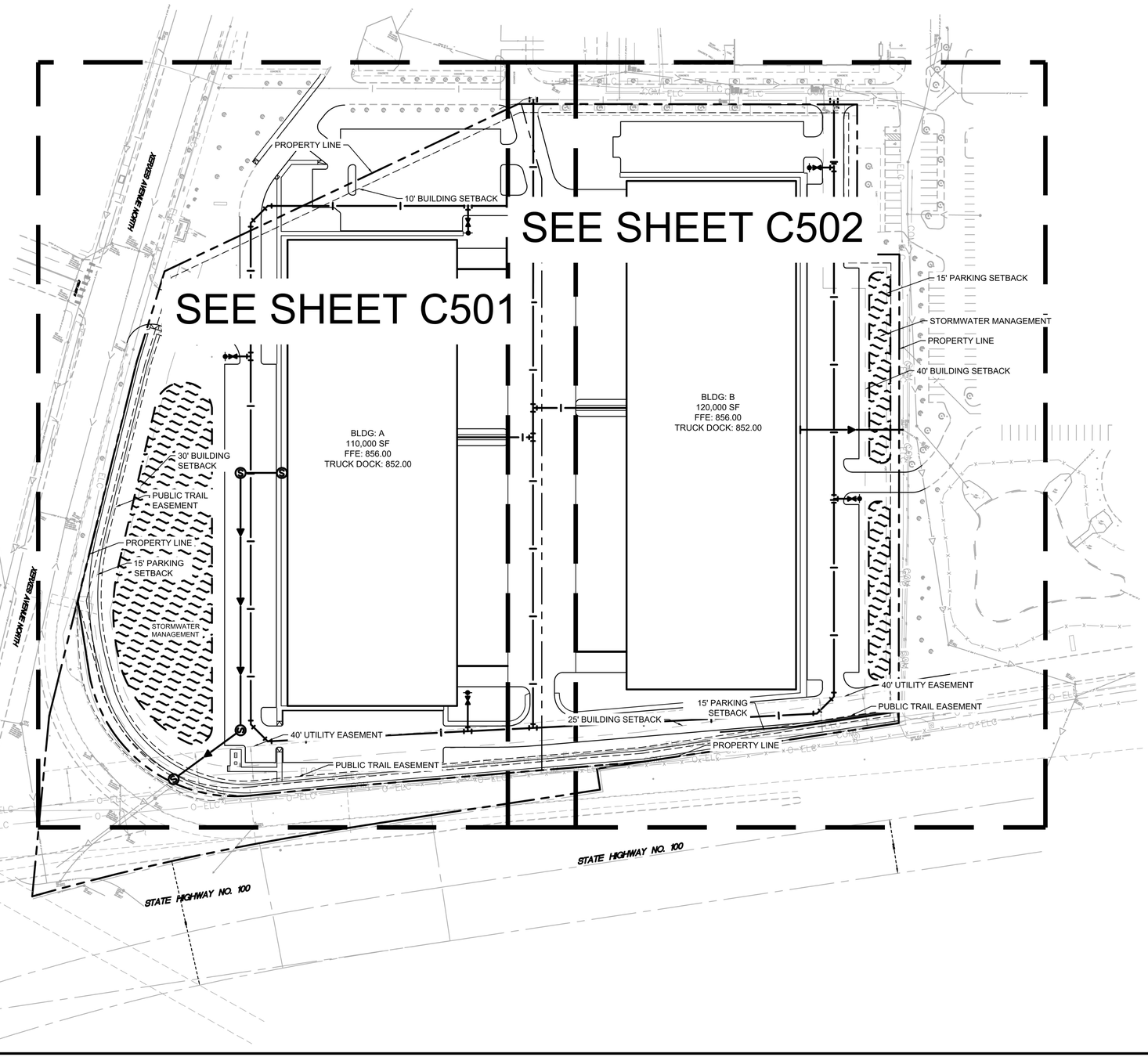
GRADING DETAILS

SHEET NUMBER
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LEGEND

EXISTING	PROPOSED	
		GATE VALVE
		HYDRANT
		REDUCER
		TEE
		SANITARY SEWER MANHOLE
		SANITARY CLEANOUT
		WATERMAIN
		SANITARY SEWER
		STORM SEWER
		STORM SEWER
ELC	ELC	UNDERGROUND ELECTRIC
COM	COM	TELEPHONE
GAS	GAS	GAS MAIN

UTILITY PLAN NOTES

1. ALL FILL MATERIAL IS TO BE IN PLACE, AND COMPACTED BEFORE INSTALLATION OF PROPOSED UTILITIES.
2. SANITARY SEWER PIPE SHALL BE AS FOLLOWS:
   8" PVC SDR35 PER ASTM D-3034, FOR PIPES LESS THAN 12' DEEP
   8" PVC SDR26 PER ASTM D-3034, FOR PIPES MORE THAN 12' DEEP
   6" PVC SCHEDULE 40 PER ASTM D-1785
   DUCTILE IRON PIPE PER AWWA C150
3. WATER LINES SHALL BE AS FOLLOWS:
   6" AND LARGER, PVC C-900 PER ASTM D 2241
   CLASS 200 UNDER COUNTY ROADS, OTHERWISE CLASS 150
   4" AND LARGER DUCTILE IRON PIPE PER AWWA C150
   SMALLER THAN 3" PIPING SHALL BE COPPER TUBE TYPE "K" PER
   ANSI 816.22 OR PVC, 200 P.S.I., PER ASTM D1784 AND D2241.
4. MINIMUM TRENCH WIDTH SHALL BE 2 FEET.
5. ALL WATER JOINTS ARE TO BE MECHANICAL JOINTS WITH RESTRAINTS SUCH AS THRUST BLOCKING, WITH STAINLESS STEEL OR COBALT BLUE BOLTS, OR AS INDICATED IN THE CITY SPECIFICATIONS AND PROJECT DOCUMENTS.
6. ALL UTILITIES SHOULD BE KEPT TEN (10') APART (PARALLEL) OR WHEN CROSSING 18" VERTICAL CLEARANCE (OUTSIDE EDGE OF PIPE TO OUTSIDE EDGE OF PIPE OR STRUCTURE).
7. CONTRACTOR SHALL MAINTAIN A MINIMUM OF 7'-5" COVER ON ALL WATERLINES.
8. IN THE EVENT OF A VERTICAL CONFLICT BETWEEN WATER LINES, SANITARY LINES, STORM LINES AND GAS LINES, OR ANY OBSTRUCTION (EXISTING AND PROPOSED), THE SANITARY LINE SHALL BE SCH. 40 OR C900 WITH MECHANICAL JOINTS AT LEAST 10 FEET ON EITHER SIDE OF THE CENTER LINE OF THE CROSSING. THE WATER LINE SHALL HAVE MECHANICAL JOINTS WITH APPROPRIATE FASTENERS AS REQUIRED TO PROVIDE A MINIMUM OF 18" VERTICAL SEPARATION. MEETING REQUIREMENTS OF ANSI A21.10 OR ANSI 21.11 (AWWA C-151) (CLASS 50).
9. LINES UNDERGROUND SHALL BE INSTALLED, INSPECTED AND APPROVED BEFORE BACKFILLING.
10. TOPS OF MANHOLES SHALL BE RAISED AS NECESSARY TO BE FLUSH WITH PROPOSED PAVEMENT ELEVATIONS, AND TO BE ONE FOOT ABOVE FINISHED GROUND ELEVATIONS, IN GREEN AREAS, WITH WATERTIGHT LIDS.
11. ALL CONCRETE FOR ENCASEMENTS SHALL HAVE A MINIMUM 28 DAY COMPRESSION STRENGTH AT 3000 P.S.I.
12. EXISTING UTILITIES SHALL BE VERIFIED IN FIELD PRIOR TO INSTALLATION OF ANY NEW LINES.
13. REFER TO INTERIOR PLUMBING DRAWINGS FOR TIE-IN OF ALL UTILITIES.
14. CONTRACTOR IS RESPONSIBLE FOR COMPLYING TO THE SPECIFICATIONS OF THE CITY OF BROOKLYN CENTER AND/OR STATE OF MN WITH REGARDS TO MATERIALS AND INSTALLATION OF THE WATER AND SEWER LINES.
15. THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES, AND WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE APPROPRIATE UTILITY COMPANIES AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.
16. CONTRACTOR IS RESPONSIBLE FOR ALL NECESSARY INSPECTIONS AND/OR CERTIFICATIONS REQUIRED BY CODES AND/OR UTILITY SERVICE COMPANIES.
17. CONTRACTOR SHALL COORDINATE WITH ALL UTILITY COMPANIES FOR INSTALLATION REQUIREMENTS AND SPECIFICATIONS.
18. CONTRACTOR SHALL REFERENCE ARCH / MEP PLANS FOR SITE LIGHTING AND ELECTRICAL PLAN.
19. BACKFLOW DEVICES (DDCV AND PRZ ASSEMBLIES) AND METERS ARE LOCATED IN THE INTERIOR OF THE BUILDING. REF. ARCH / MEP PLANS.
20. ALL ONSITE WATERMAINS AND SANITARY SEWERS SHALL BE PRIVATELY OWNED AND MAINTAINED.
21. ALL WATERMAIN STUBOUTS SHALL BE MECHANICALLY RESTRAINED WITH REACTION BLOCKING.

NORTH

GRAPHIC SCALE IN FEET
0 35 70 140

PRELIMINARY - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

Kimley»Horn
2018 KIMLEY-HORN AND ASSOCIATES, INC.
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BRIAN M. WURDEMAN
DATE: 05/24/2022 LIC. NO. 53113 MN

KHA PROJECT 160845021			
DATE	05/24/2022		
SCALE	AS SHOWN		
DESIGNED BY	RAV	DOWN	
DRAWN BY	RAV	RAV	
CHECKED BY	BMW	RAV	
		BMW	DATE:

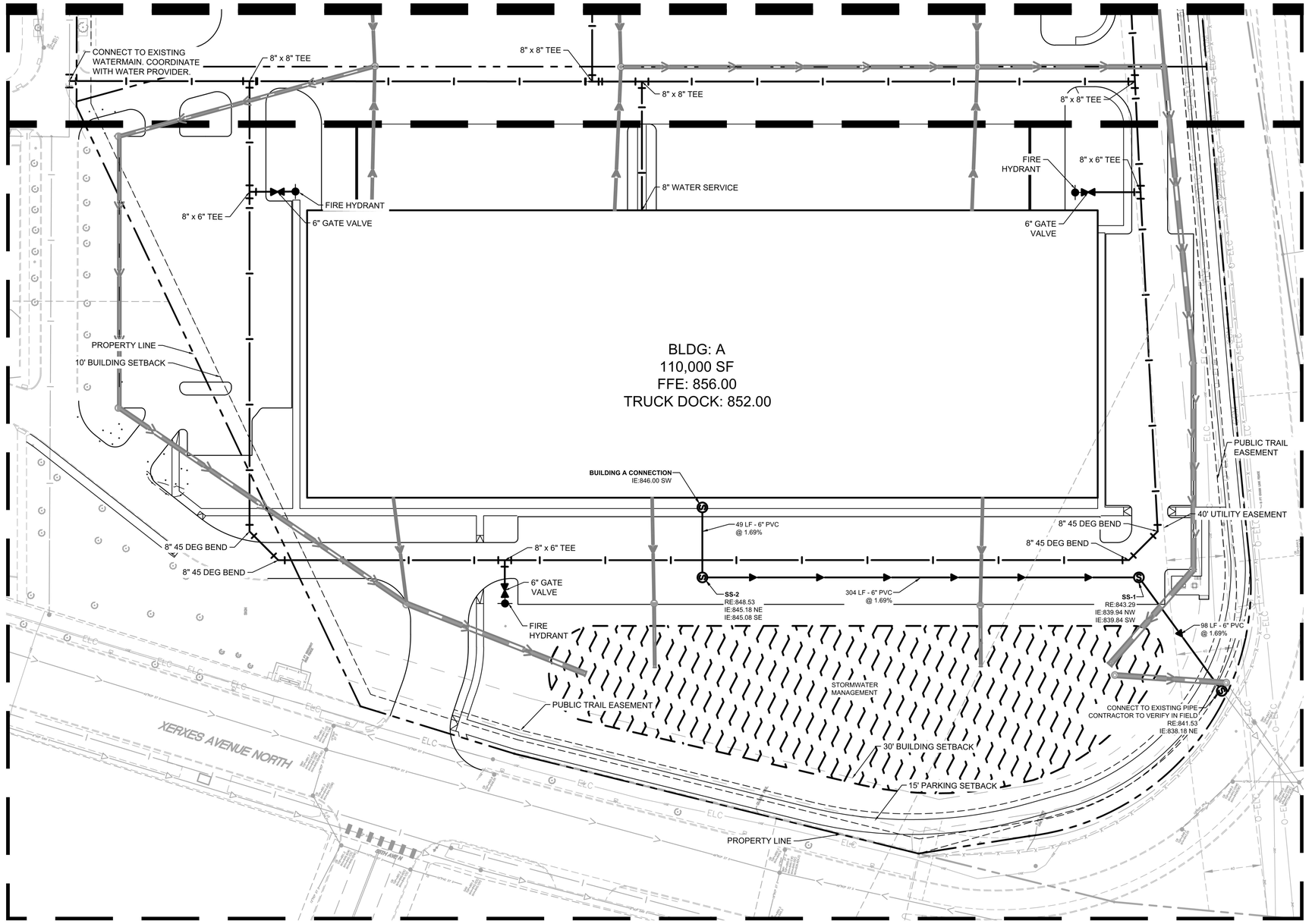
OVERALL UTILITY PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C500

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SEE SHEET C502



LEGEND

EXISTING	PROPOSED	
		GATE VALVE
		HYDRANT
		REDUCER
		TEE
		SANITARY SEWER MANHOLE
		SANITARY CLEANOUT
		WATERMAIN
		SANITARY SEWER
		STORM SEWER
		STORM SEWER
ELC	ELC	UNDERGROUND ELECTRIC
COM	COM	TELEPHONE
GAS	GAS	GAS MAIN

GRAPHIC SCALE IN FEET
0 20 40 80

NORTH

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BRIAN M. WURDEMAN
MN
DATE: 05/24/2022 LIC. NO. 53113

KHA PROJECT	160946021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

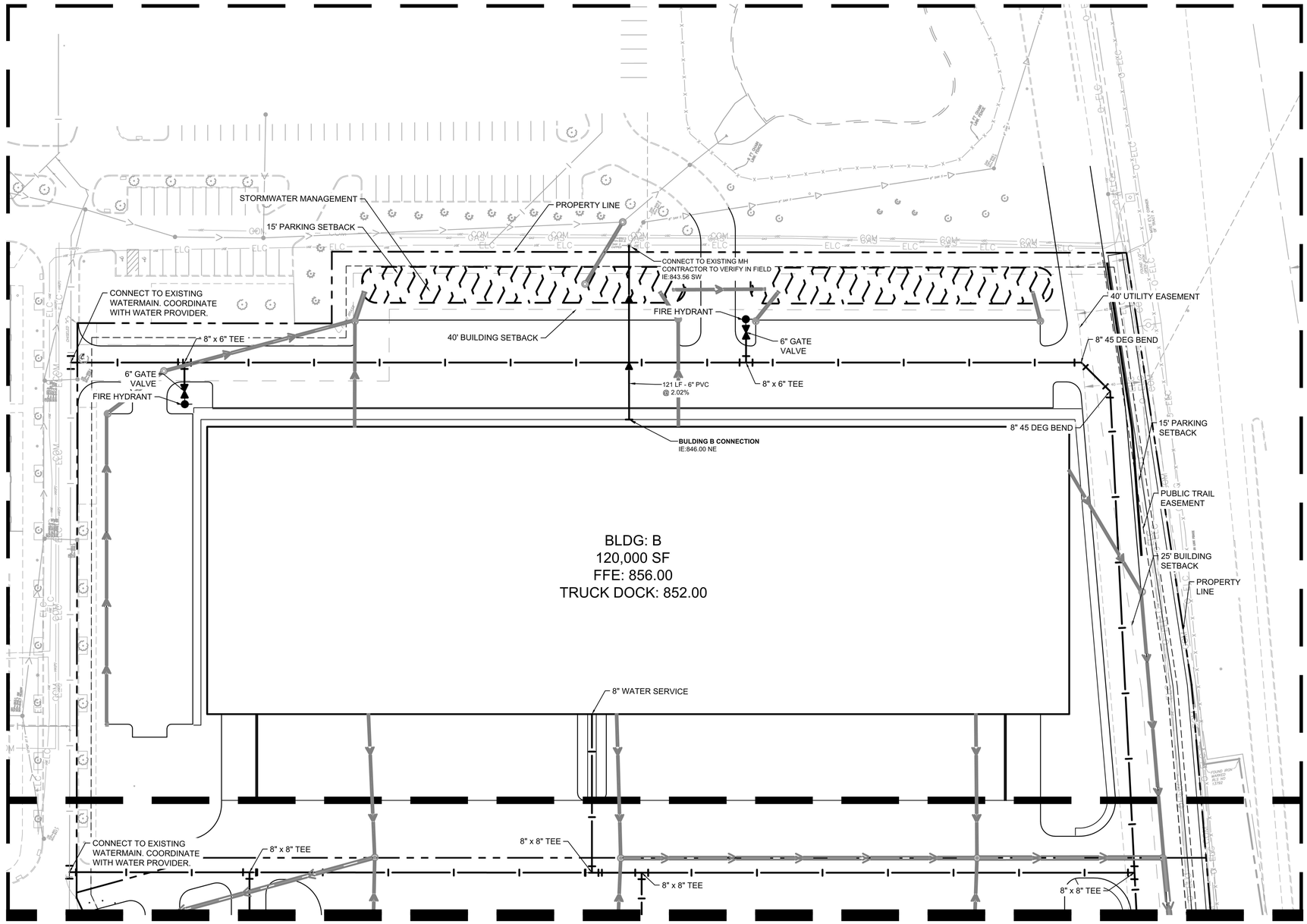
UTILITY PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C501

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LEGEND

EXISTING	PROPOSED	
		GATE VALVE
		HYDRANT
		REDUCER
		TEE
		SANITARY SEWER MANHOLE
		SANITARY CLEANOUT
		WATERMAIN
		SANITARY SEWER
		STORM SEWER
		STORM SEWER
ELC	ELC	UNDERGROUND ELECTRIC
COM	COM	TELEPHONE
GAS	GAS	GAS MAIN

GRAPHIC SCALE IN FEET
0 20 40 80

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BRIAN M. WURDEMAN
MN
DATE: 05/24/2022 LIC. NO. 53113

KHA PROJECT	160846021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

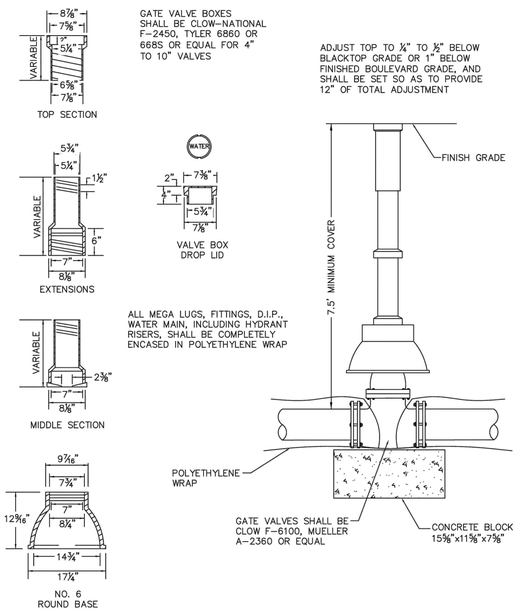
UTILITY PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
C502

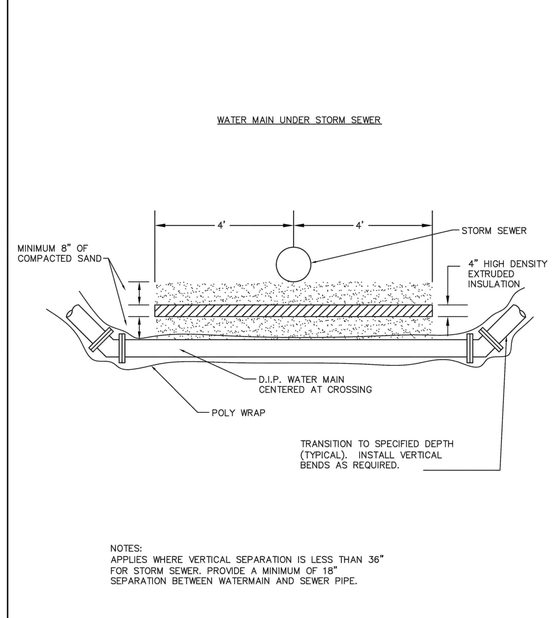
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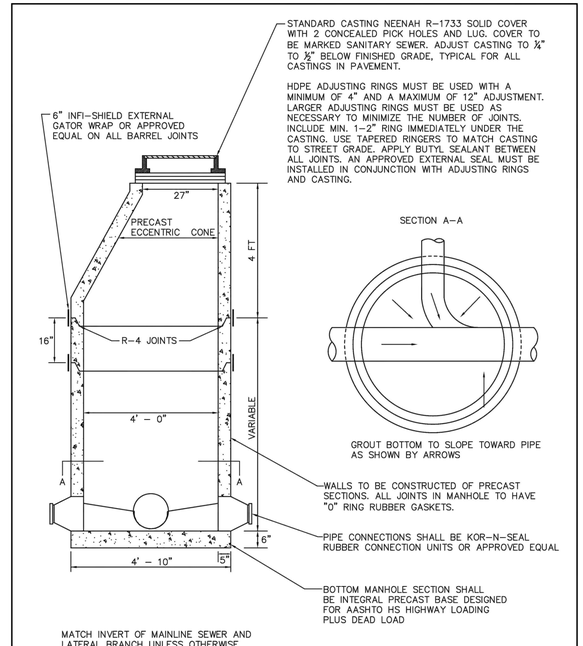
GATE VALVE AND BOX — REV. 03/2018

PUBLIC WORKS DEPARTMENT — APPROVED: CITY ENGINEER — STANDARD PLATE 102



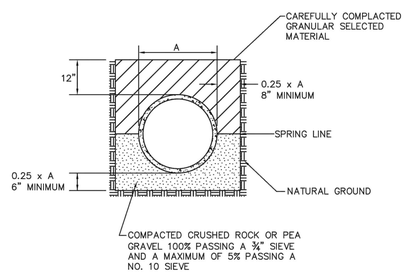
WATER MAIN–STORM SEWER CROSSING INSULATION — REV. 03/2018

PUBLIC WORKS DEPARTMENT — APPROVED: CITY ENGINEER — STANDARD PLATE 104



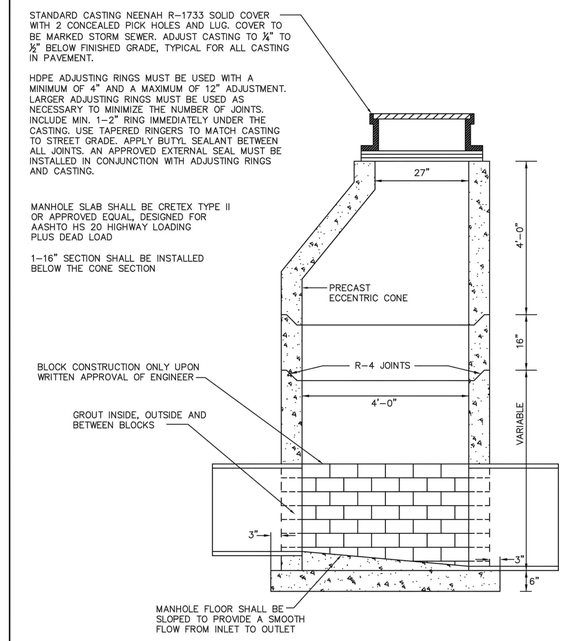
MANHOLE (SANITARY SEWER) — REV. 03/2018

PUBLIC WORKS DEPARTMENT — APPROVED: CITY ENGINEER — STANDARD PLATE 201



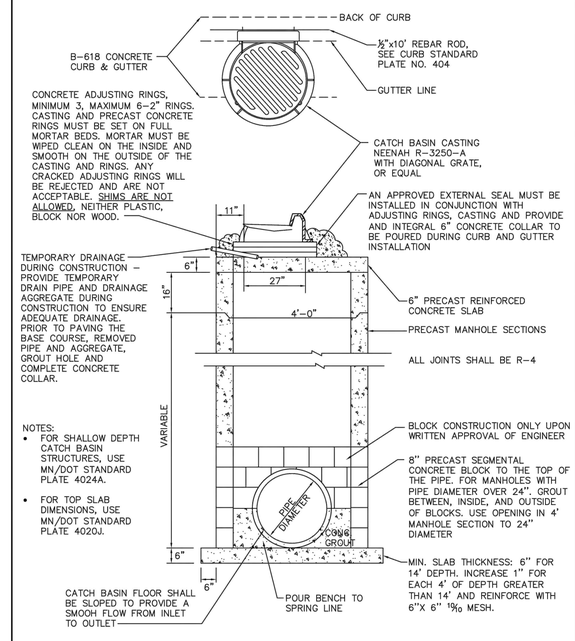
PIPE BEDDING CLASSIFICATION B — REV. 03/2018

PUBLIC WORKS DEPARTMENT — APPROVED: CITY ENGINEER — STANDARD PLATE 220



STANDARD STORM MANHOLE — REV. 03/2018

PUBLIC WORKS DEPARTMENT — APPROVED: CITY ENGINEER — STANDARD PLATE 301



CATCH BASIN MANHOLE — REV. 03/2018

PUBLIC WORKS DEPARTMENT — APPROVED: CITY ENGINEER — STANDARD PLATE 304

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BRIAN M. WURDEMAN
DATE: 05/24/2022
LIC. NO. 53113
MN

KHA PROJECT	
160846021	
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

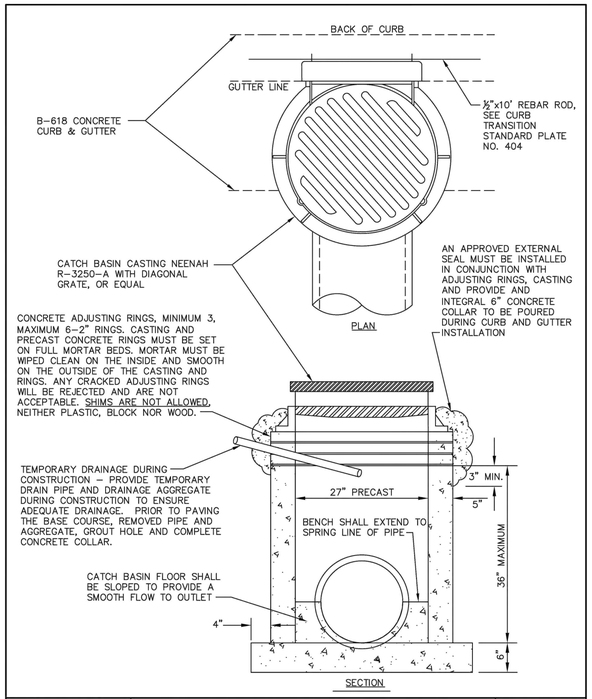
UTILITY DETAILS

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

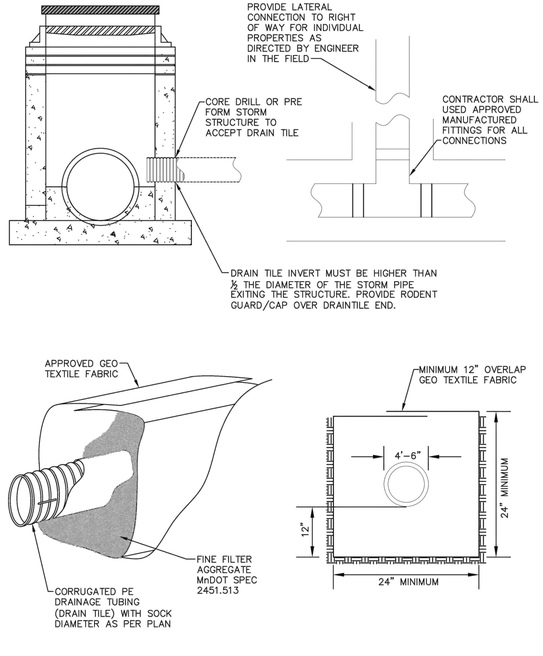
SHEET NUMBER
C603

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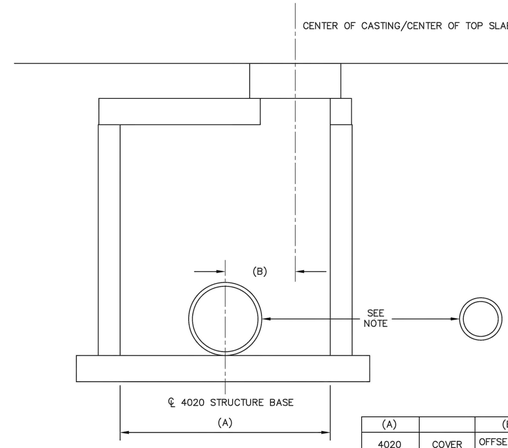
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CENTER BY DESIGN PUBLIC WORKS DEPARTMENT	SINGLE PIPE CATCH BASIN TYPE A ROUND APPROVED: CITY ENGINEER	REV. 03/2018 STANDARD PLATE 306



CENTER BY DESIGN PUBLIC WORKS DEPARTMENT	DRAIN TILE INSTALLATION APPROVED: CITY ENGINEER	REV. 03/2018 STANDARD PLATE 311



NOTE: POSITION/ROTATE 4020 STRUCTURE TO MAXIMIZE SEPARATION BETWEEN STORM SEWER PIPE AND SANITARY OR WATER MAIN. IF THE ADJACENT UTILITY SEPARATION IS ADEQUATE, THE LARGE PORTION OF THE STRUCTURE SHOULD BE LOCATED BEHIND THE CURB AT THE OUTSIDE OF THE ROADWAY.

(A) 4020 DIAMETER (IN.)	COVER DIAMETER (IN.)	(B) OFFSET FOR 27-IN. OPENING (FT.)
48	58	0.79
54	65	1.08
60	72	1.29
66	79	1.58
72	86	1.79
78	93	2.08
84	100	2.29
90	107	2.58
96	114	2.88
102	121	3.17
108	126	3.29
120	140	3.79

CENTER BY DESIGN PUBLIC WORKS DEPARTMENT	STAKING DETAIL – XX 4020 STRUCTURE APPROVED: CITY ENGINEER	REV. 03/2018 STANDARD PLATE 312

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BRIAN M. WURDEMAN
DATE: 05/24/2022 MN LIC. NO. 53113

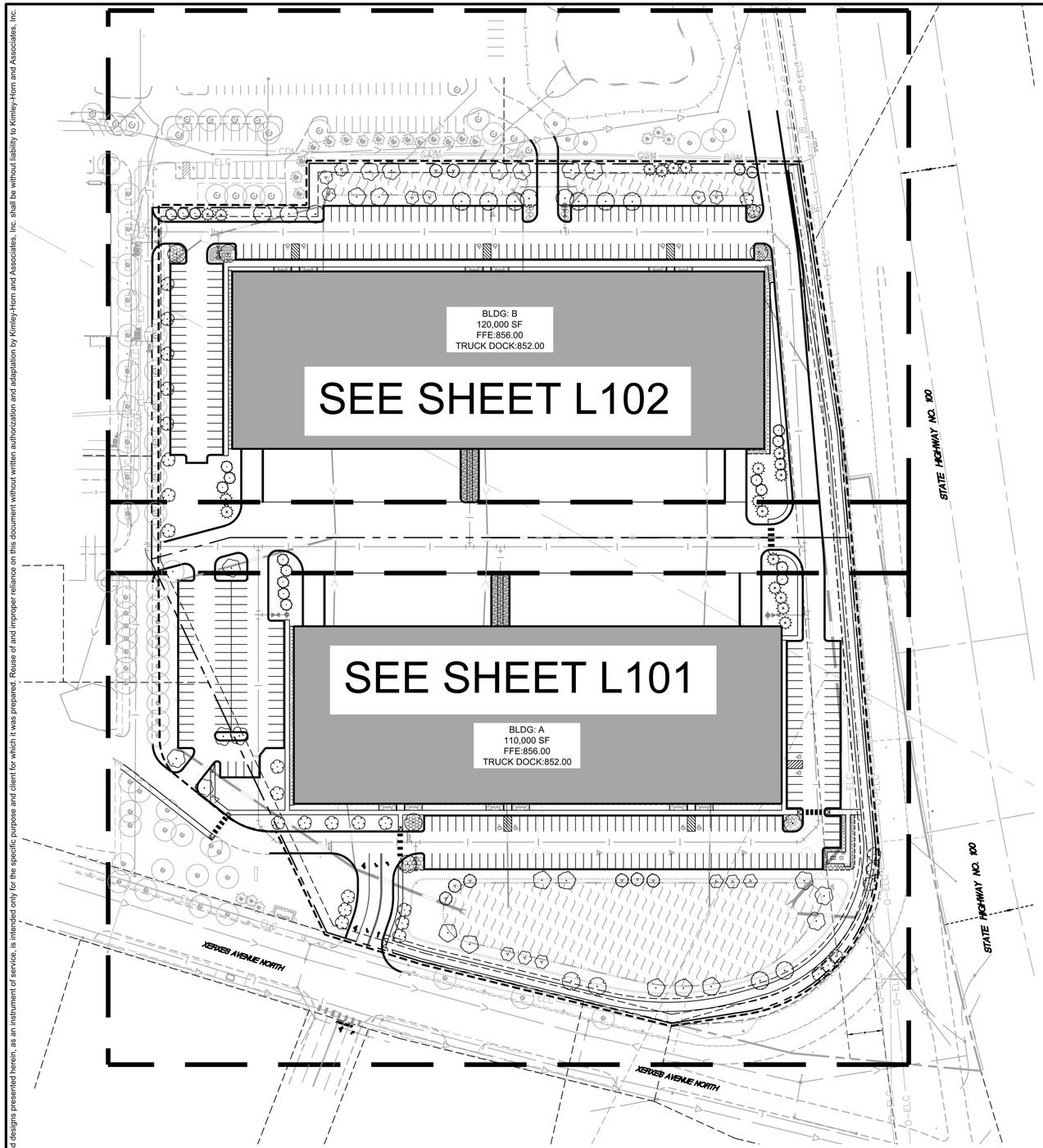
KHA PROJECT	160846021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	RAV
DRAWN BY	RAV
CHECKED BY	BMW

PRELIMINARY - NOT FOR CONSTRUCTION

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

UTILITY DETAILS

SHEET NUMBER
C604



LANDSCAPE LEGEND

- EXISTING DECIDUOUS TREE (TYP.)
- EXISTING CONIFEROUS TREE (TYP.)
- EXISTING SHRUB (TYP.)
- EDGER (TYP.)
- APPROXIMATE LIMITS OF SOD / IRRIGATION, SOD ALL DISTURBED AREAS (TYP.)
- SEED/ SOD EDGE (TYP.)
- ROCK MULCH (TYP.)

LANDSCAPE REQUIREMENTS

LANDSCAPE POINTS CATEGORY: LIGHT INDUSTRIAL
SITE AREA: 15.3 AC
LANDSCAPE POINTS REQUIRED: 915 POINTS = (2 AC @ 75 POINTS) + (10 AC @ 60 POINTS) + (3.3 AC @ 50 POINTS)
915 POINTS = 150 POINTS + 600 POINTS + 165 POINTS

LANDSCAPE POINTS PROVIDED		
CATEGORY	POINTS PROVIDED	% TOTAL POINTS
SHADE TREES	440 = 44 TREES AT 10 POINTS EACH	48% (50% MAX. ALLOWED)
CONIFEROUS TREES	228 = 38 TREES AT 6 POINTS EACH	25% (40% MAX. ALLOWED)
DECORATIVE TREES	75 = 50 TREES AT 1.5 POINTS EACH	8% (35% MAX. ALLOWED)
SHRUBS	172 = 344 SHRUBS AT 0.5 POINTS EACH	19% (25% MAX. ALLOWED)
TOTAL PROVIDED:	915 POINTS	100%

PLANT SCHEDULE

CONIFEROUS TREE	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT	CAL/SIZE
	BHS	19	PICEA DENSATA	BLACK HILLS SPRUCE	B & B	
	WHP	19	PINUS STROBUS	WHITE PINE	B & B	6` HT.
ORNAMENTAL TREE	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**CONT**	**CAL/SIZE**
	PRC	29	MALUS IOENSIS `PRAIRIE ROSE`	PRAIRIE ROSE CRABAPPLE	B & B	1.5" CAL.
	QUA	8	POPULUS TREMULOIDES	QUAKING ASPEN CLUMP	B & B	2" CAL.
	RVB	13	BETULA NIGRA	RIVER BIRCH CLUMP	B & B	
OVERSTORY TREE	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**CONT**	**CAL/SIZE**
	ABM	11	ACER X FREEMANII `AUTUMN BLAZE`	AUTUMN BLAZE MAPLE	B & B	2.5" CAL.
	CHB	10	CELTIS OCCIDENTALIS	COMMON HACKBERRY	B & B	2.5" CAL.
	NAH	9	GLEDITSIA TRIACANTHOS INERMIS 'HARVE' TM	NORTHERN ACCLAIM HONEY LOCUST	B & B	2.5" CAL.
	SWO	14	QUERCUS BICOLOR	SWAMP WHITE OAK	B & B	2.5" CAL.
CONIFEROUS SHRUBS	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**CONT**	**SPACING**
	SGJ	51	JUNIPERUS CHINENSIS `SEA GREEN`	SEA GREEN JUNIPER	#5 CONT.	5` O.C.
	TTY	24	TAXUS X MEDIA `TAUNTONII`	TAUTON YEW	#5 CONT.	5` O.C.
DECIDUOUS SHRUBS	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**CONT**	**SPACING**
	ABH	44	HYDRANGEA ARBORESCENS 'ANNABELLE'	ANNABELLE HYDRANGEA	#5 CONT.	4` O.C.
	AFD	14	CORNUS SERICEA `ARCTIC FIRE'	ARCTIC FIRE DOGWOOD	#5 CONT.	5` O.C.
	GLS	25	RHUS AROMATICA `GRO-LOW`	GRO-LOW FRAGRANT SUMAC	#5 CONT.	5` O.C.
	MCS	60	SPIRAEA JAPONICA 'MAGIC CARPET'	MAGIC CARPET SPIREA	#5 CONT.	2` O.C.
	SFS	69	SORBARIA SORBIFOLIA 'SEM'	SEM ASH LEAF SPIREA	#5 CONT.	3` O.C.
	TWN	57	PHYSOCARPUS OPULIFOLIUS 'SMPOTW'	TINY WINE NINEBARK	#5 CONT.	4` O.C.
PERENNIALS	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**CONT.**	**SPACING**
	AJS	210	SEDUM X `AUTUMN JOY`	AUTUMN JOY SEDUM	#1 CONT.	20" O.C.
	BES	171	RUDBECKIA FULGIDA `GOLDSTURM`	BLACK-EYED SUSAN	#1 CONT.	20" O.C.
	SDD	34	HEMEROCALLIS X `STELLA DE ORO`	STELLA DE ORO DAYLILY	#1 CONT.	18" O.C.

No.	REVISIONS	DATE	BY

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KATHERINE M. LEISE, PLA
MN
DATE: 05/24/2022 LIC. NO. 58869

KHA PROJECT	160846021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	KML
DRAWN BY	KML
CHECKED BY	KML

PRELIMINARY - NOT FOR CONSTRUCTION

OVERALL LANDSCAPE PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

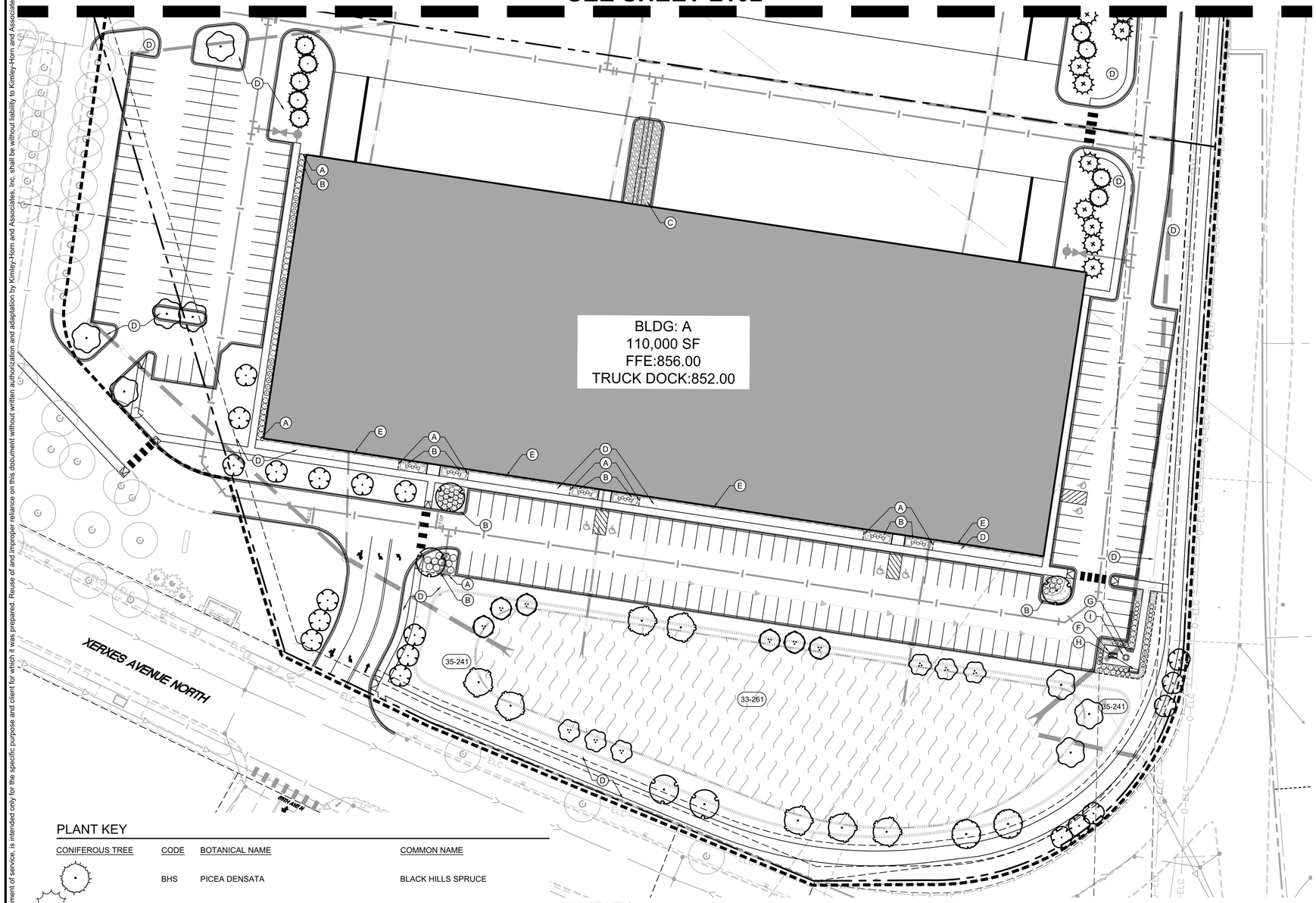
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SEE SHEET L102



LANDSCAPE LEGEND

- EXISTING DECIDUOUS TREE (TYP.)
- EXISTING CONIFEROUS TREE (TYP.)
- EXISTING SHRUB (TYP.)
- EDGER (TYP.)
- APPROXIMATE LIMITS OF SOD / IRRIGATION, SOD ALL DISTURBED AREAS (TYP.)
- SEED/ SOD EDGE (TYP.)
- ROCK MULCH (TYP.)

LANDSCAPE KEYNOTES (A)

- (A) EDGER (TYP.)
- (B) DOUBLE SHREDDED HARDWOOD MULCH (TYP.)
- (C) ROCK MULCH (TYP.)
- (D) SOD (TYP.)
- (E) MAINTENANCE STRIP (TYP.)
- (F) PICNIC TABLE - SEE DETAIL 1 SHEET L104
- (G) TRASH AND RECYCLING RECEPTACLES - SEE DETAIL 2 SHEET L104
- (H) BENCH - SEE DETAIL 3 SHEET L104
- (I) BISTRO TABLE AND CHAIRS - SEE DETAILS 4 AND 5 SHEET L104

SEEDING KEYNOTES (22-112)

- (33-261) SEED WITH MNDOT 33-261: STORMWATER SOUTH & WEST SEED MIX (TYP.)
- (35-241) SEED WITH MNDOT 35-241: MESIC PRAIRIE GENERAL SEED MIX (TYP.)

PLANT KEY

CONIFEROUS TREE	CODE	BOTANICAL NAME	COMMON NAME
	BHS	PICEA DENSATA	BLACK HILLS SPRUCE
	WHP	PINUS STROBUS	WHITE PINE
ORNAMENTAL TREE	**CODE**	**BOTANICAL NAME**	**COMMON NAME**
	PRC	MALUS IOENSIS `PRAIRIE ROSE`	PRAIRIE ROSE CRABAPPLE
	QUA	POPULUS TREMULOIDES	QUAKING ASPEN CLUMP
	RVB	BETULA NIGRA	RIVER BIRCH CLUMP
OVERSTORY TREE	**CODE**	**BOTANICAL NAME**	**COMMON NAME**
	ABM	ACER X FREEMANII `AUTUMN BLAZE`	AUTUMN BLAZE MAPLE
	CHB	CELTIS OCCIDENTALIS	COMMON HACKBERRY
	NAH	GLEDITSIA TRIACANTHOS INERMIS 'HARVE' TM	NORTHERN ACCLAIM HONEY LOCUST
	SWO	QUERCUS BICOLOR	SWAMP WHITE OAK

PLANT KEY

CONIFEROUS SHRUBS	CODE	BOTANICAL NAME	COMMON NAME
	SGJ	JUNIPERUS CHINENSIS `SEA GREEN`	SEA GREEN JUNIPER
	TTY	TAXUS X MEDIA `TAUNTONII`	TAUTON YEW
DECIDUOUS SHRUBS	**CODE**	**BOTANICAL NAME**	**COMMON NAME**
	ABH	HYDRANGEA ARBORESCENS 'ANNABELLE'	ANNABELLE HYDRANGEA
	AFD	CORNUS SERICEA `ARCTIC FIRE'	ARCTIC FIRE DOGWOOD
	GLS	RHUS AROMATICA `GRO-LOW`	GRO-LOW FRAGRANT SUMAC
	MCS	SPIRAEA JAPONICA 'MAGIC CARPET'	MAGIC CARPET SPIREA
	SFS	SORBARIA SORBIFOLIA 'SEM'	SEM ASH LEAF SPIREA
	TWN	PHYSOCARPUS OPULIFOLIUS 'SMPOTW'	TINY WINE NINEBARK

PERENNIALS	CODE	BOTANICAL NAME	COMMON NAME
	AJS	SEDUM X `AUTUMN JOY`	AUTUMN JOY SEDUM
	BES	RUDBECKIA FULGIDA `GOLDSTURM`	BLACK-EYED SUSAN
	SDD	HEMEROCALLIS X `STELLA DE ORO`	STELLA DE ORO DAYLILY

NORTH

GRAPHIC SCALE IN FEET
0 20 40 80

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No.	REVISIONS	DATE	BY

Kimley»Horn
2018 KIMLEY-HORN AND ASSOCIATES, INC.
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
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WWW.KIMLEY-HORN.COM

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KATHERINE M. LEBSE, PLA
MN LIC. NO. 59869
DATE: 05/24/2022

KHA PROJECT	160846021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	KML
DRAWN BY	KML
CHECKED BY	KML

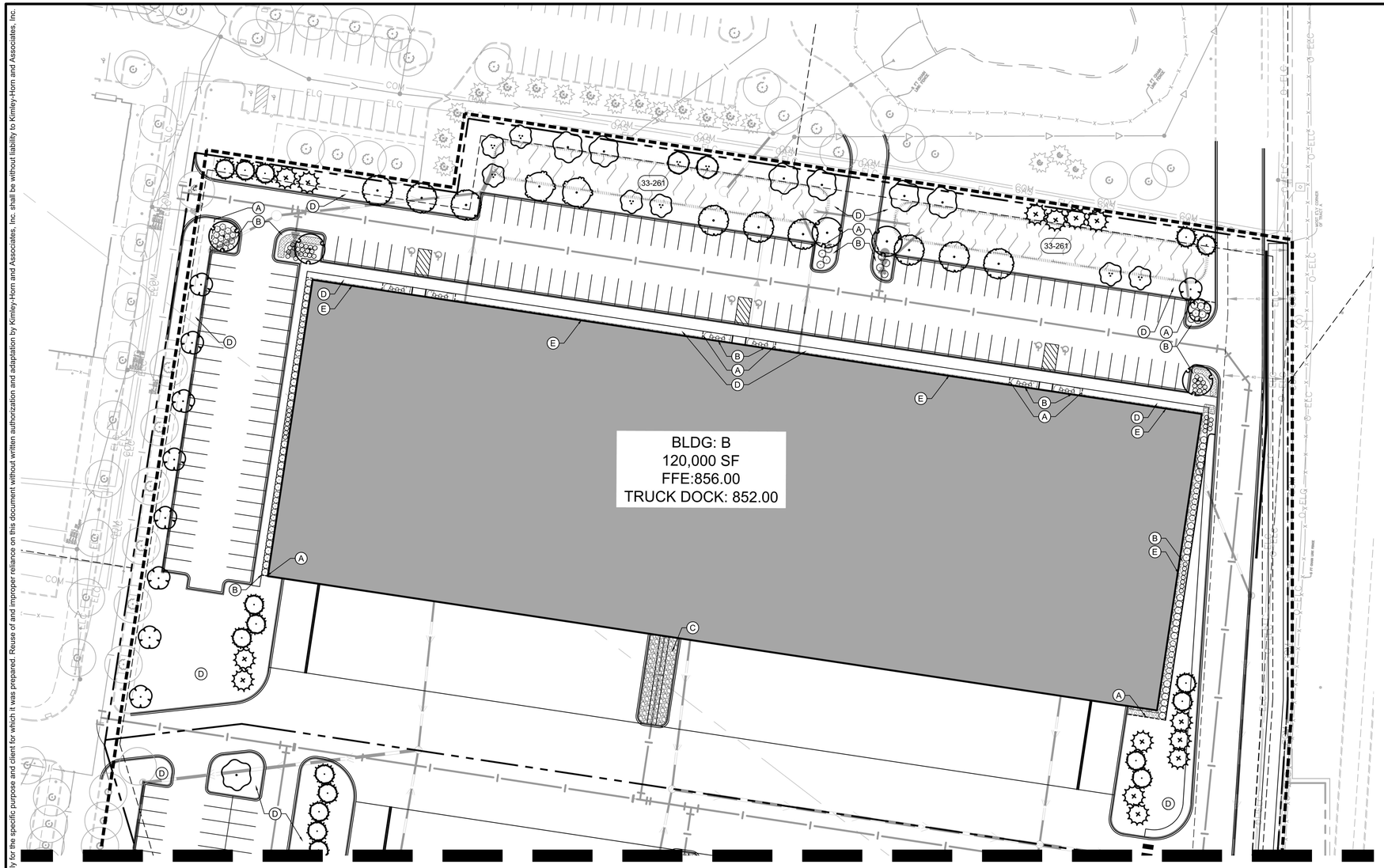
LANDSCAPE PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
L101

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SEE SHEET L101

LANDSCAPE LEGEND

- EXISTING DECIDUOUS TREE (TYP.)
- EXISTING CONIFEROUS TREE (TYP.)
- EXISTING SHRUB (TYP.)
- EDGER (TYP.)
- APPROXIMATE LIMITS OF SOD / IRRIGATION, SOD ALL DISTURBED AREAS (TYP.)
- SEED/ SOD EDGE (TYP.)
- ROCK MULCH (TYP.)

LANDSCAPE KEYNOTES (A)

- (A) EDGER (TYP.)
- (B) DOUBLE SHREDDED HARDWOOD MULCH (TYP.)
- (C) ROCK MULCH (TYP.)
- (D) SOD (TYP.)
- (E) MAINTENANCE STRIP (TYP.)
- (F) PICNIC TABLE - SEE DETAIL 1 SHEET L104
- (G) TRASH AND RECYCLING RECEPTACLES - SEE DETAIL 2 SHEET L104
- (H) BENCH - SEE DETAIL 3 SHEET L104
- (I) BISTRO TABLE AND CHAIRS - SEE DETAILS 4 AND 5 SHEET L104

SEEDING KEYNOTES (22-112)

- (33-261) SEED WITH MNDOT 33-261: STORMWATER SOUTH & WEST SEED MIX (TYP.)
- (35-241) SEED WITH MNDOT 35-241: MESIC PRAIRIE GENERAL SEED MIX (TYP.)

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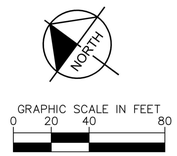
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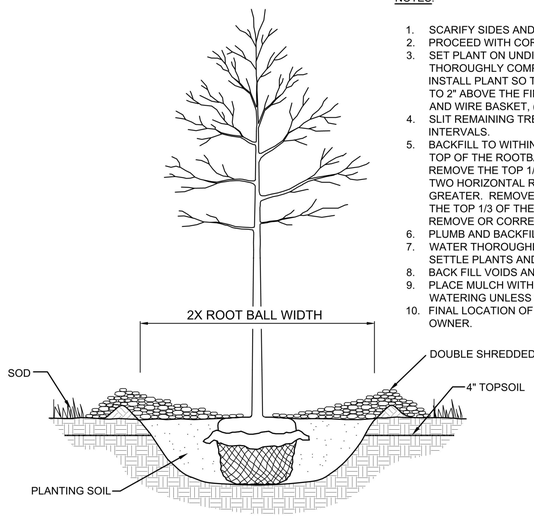
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LANDSCAPE PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
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BROOKLYN CENTER

SHEET NUMBER
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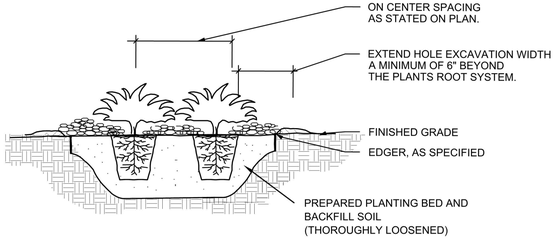


NOTES:

1. SCARIFY SIDES AND BOTTOM OF HOLE.
2. PROCEED WITH CORRECTIVE PRUNING.
3. SET PLANT ON UNDISTURBED NATIVE SOIL OR THOROUGHLY COMPACTED PLANTING SOIL. INSTALL PLANT SO THE ROOT FLARE IS AT OR UP TO 2" ABOVE THE FINISHED GRADE WITH BURLAP AND WIRE BASKET, (IF USED), INTACT.
4. SLIT REMAINING TREATED BURLAP AT 6" INTERVALS.
5. BACKFILL TO WITHIN APPROXIMATELY 12" OF THE TOP OF THE ROOTBALL, THEN WATER PLANT. REMOVE THE TOP 1/3 OF THE BASKET OR THE TOP TWO HORIZONTAL RINGS WHICHEVER IS GREATER. REMOVE ALL BURLAP AND NAILS FROM THE TOP 1/3 OF THE BALL. REMOVE ALL TWINE. REMOVE OR CORRECT STEM GIRDLING ROOTS.
6. PLUMB AND BACKFILL WITH PLANTING SOIL.
7. WATER THOROUGHLY WITHIN 2 HOURS TO SETTLE PLANTS AND FILL VOIDS.
8. BACK FILL VOIDS AND WATER SECOND TIME.
9. PLACE MULCH WITHIN 48 HOURS OF THE SECOND WATERING UNLESS SOIL MOISTURE IS EXCESSIVE.
10. FINAL LOCATION OF TREE TO BE APPROVED BY OWNER.

1 TREE PLANTING DETAIL

SCALE: N.T.S. L103

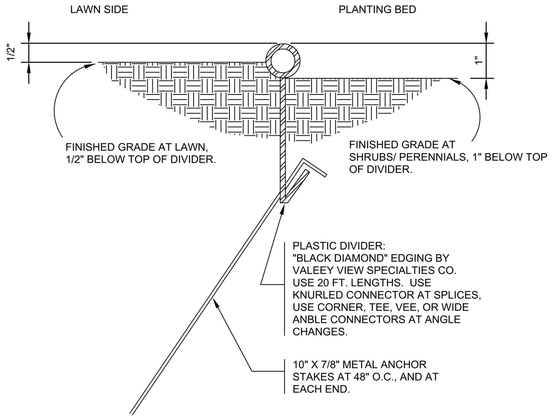


NOTES:

1. SCARIFY SIDES AND BOTTOM OF HOLE.
2. PROCEED WITH CORRECTIVE PRUNING OF TOP AND ROOT.
3. REMOVE CONTAINER AND SCORE OUTSIDE OF SOIL MASS TO REDIRECT AND PREVENT CIRCLING FIBROUS ROOTS. REMOVE OR CORRECT STEM GIRDLING ROOTS.
4. PLUMB AND BACKFILL WITH PLANTING SOIL.
5. WATER THOROUGHLY WITHIN 2 HOURS TO SETTLE PLANTS AND FILL VOIDS.
6. BACK FILL VOIDS AND WATER SECOND TIME.
7. PLACE MULCH WITHIN 48 HOURS OF THE SECOND WATERING UNLESS SOIL MOISTURE IS EXCESSIVE.
8. MIX IN 3-4" OF ORGANIC COMPOST.

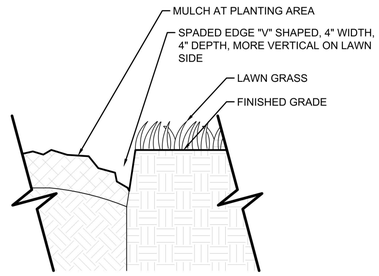
2 SHRUB / PERENNIAL PLANTING DETAIL

SCALE: N.T.S. L103



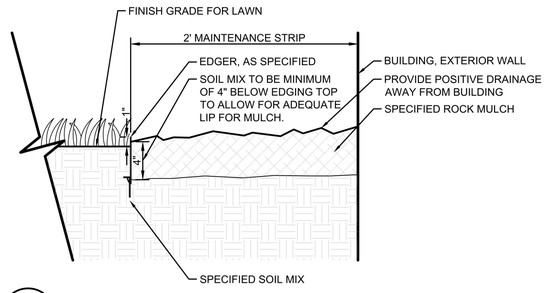
3 POLY EDGER DETAIL

SCALE: N.T.S. L103



4 SPADED EDGE DETAIL

SCALE: 1-1/2"=1' L103



5 MAINTENANCE STRIP DETAIL

SCALE: 1-1/2"=1' L103

LANDSCAPE NOTES

1. CONTACT COMMON GROUND ALLIANCE AT 811 OR CALL811.COM TO VERIFY LOCATIONS OF ALL UNDERGROUND UTILITIES PRIOR TO INSTALLATION OF ANY PLANTS OR LANDSCAPE MATERIAL.
2. ACTUAL LOCATION OF PLANT MATERIAL IS SUBJECT TO FIELD AND SITE CONDITIONS.
3. NO PLANTING WILL BE INSTALLED UNTIL ALL GRADING AND CONSTRUCTION HAS BEEN COMPLETED IN THE IMMEDIATE AREA.
4. ALL SUBSTITUTIONS MUST BE APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO SUBMISSION OF ANY BID AND/OR QUOTE BY THE LANDSCAPE CONTRACTOR.
5. PROVIDE TWO YEAR GUARANTEE OF ALL PLANT MATERIALS. THE GUARANTEE BEGINS ON THE DATE OF THE LANDSCAPE ARCHITECT'S OR OWNER'S WRITTEN ACCEPTANCE OF THE INITIAL PLANTING. REPLACEMENT PLANT MATERIAL SHALL HAVE A ONE YEAR GUARANTEE COMMENCING UPON PLANTING.
6. ALL PLANTS TO BE SPECIMEN GRADE, MINNESOTA-GROWN AND/OR HARDY. SPECIMEN GRADE SHALL ADHERE TO, BUT IS NOT LIMITED BY, THE FOLLOWING STANDARDS:
   ALL PLANTS SHALL BE FREE FROM DISEASE, PESTS, WOUNDS, SCARS, ETC.
   ALL PLANTS SHALL BE FREE FROM NOTICEABLE GAPS, HOLES, OR DEFORMITIES.
   ALL PLANTS SHALL BE FREE FROM BROKEN OR DEAD BRANCHES.
   ALL PLANTS SHALL HAVE HEAVY, HEALTHY BRANCHING AND LEAFING.
   CONIFEROUS TREES SHALL HAVE AN ESTABLISHED MAIN LEADER AND A HEIGHT TO WIDTH RATIO OF NO LESS THAN 5:3.
7. PLANTS TO MEET AMERICAN STANDARD FOR NURSERY STOCK (ANSI Z60.1-2014 OR MOST CURRENT VERSION) REQUIREMENTS FOR SIZE AND TYPE SPECIFIED.
8. PLANTS TO BE INSTALLED AS PER MNLA & ANSI STANDARD PLANTING PRACTICES.
9. PLANTS SHALL BE IMMEDIATELY PLANTED UPON ARRIVAL AT SITE. PROPERLY HEEL-IN MATERIALS IF NECESSARY; TEMPORARY ONLY.
10. PRIOR TO PLANTING, FIELD VERIFY THAT THE ROOT COLLAR/ROOT FLAIR IS LOCATED AT THE TOP OF THE BALLED & BURLAP TREE. IF THIS IS NOT THE CASE, SOIL SHALL BE REMOVED DOWN TO THE ROOT COLLAR/ROOT FLAIR. WHEN THE BALLED & BURLAP TREE IS PLANTED, THE ROOT COLLAR/ROOT FLAIR SHALL BE EVEN OR SLIGHTLY ABOVE FINISHED GRADE.
11. OPEN TOP OF BURLAP ON BB MATERIALS; REMOVE POT ON POTTED PLANTS; SPLIT AND BREAK APART PEAT POTS.
12. PRUNE PLANTS AS NECESSARY - PER STANDARD NURSERY PRACTICE AND TO CORRECT POOR BRANCHING OF EXISTING AND PROPOSED TREES.
13. WRAP ALL SMOOTH-BARKED TREES - FASTEN TOP AND BOTTOM. REMOVE BY APRIL 1ST.
14. STAKING OF TREES AS REQUIRED; REPOSITION, PLUMB AND STAKE IF NOT PLUMB AFTER ONE YEAR.
15. THE NEED FOR SOIL AMENDMENTS SHALL BE DETERMINED UPON SITE SOIL CONDITIONS PRIOR TO PLANTING. NOTIFY LANDSCAPE ARCHITECT FOR THE NEED OF ANY SOIL AMENDMENTS.
16. BACKFILL SOIL AND TOPSOIL TO ADHERE TO MN/DOT STANDARD SPECIFICATION 3877 (LOAM TOPSOIL BORROW) AND TO BE EXISTING TOP SOIL FROM SITE FREE OF ROOTS, ROCKS LARGER THAN ONE INCH, SUBSOIL DEBRIS, AND LARGE WEEDS UNLESS SPECIFIED OTHERWISE. MINIMUM 4" DEPTH TOPSOIL FOR ALL LAWN GRASS AREAS AND 12" DEPTH TOPSOIL FOR TREE, SHRUBS, AND PERENNIALS.
17. MULCH TO BE AT ALL TREE, SHRUB, PERENNIAL, AND MAINTENANCE AREAS. TREE AND SHRUB PLANTING BEDS SHALL HAVE 4" DEPTH OF DOUBLE SHREDDED HARDWOOD MULCH. DOUBLE SHREDDED HARDWOOD MULCH TO BE USED AROUND ALL PLANTS WITHIN TURF AREAS. PERENNIAL AND ORNAMENTAL GRASS BEDS SHALL HAVE 2" DEPTH DOUBLE SHREDDED HARDWOOD MULCH. MULCH TO BE FREE OF DELETERIOUS MATERIAL AND COLORED RED, OR APPROVED EQUAL. ROCK MULCH TO BE BUFF LIMESTONE, 1 1/2" TO 3" DIAMETER, AT MINIMUM 3" DEPTH, OR APPROVED EQUAL. ROCK MULCH TO BE ON COMMERCIAL GRADE FILTER FABRIC, BY TYPAR, OR APPROVED EQUAL WITH NO EXPOSURE. MULCH AND FABRIC TO BE APPROVED BY OWNER PRIOR TO INSTALLATION. MULCH TO MATCH EXISTING CONDITIONS (WHERE APPLICABLE).
18. EDGING TO BE COMMERCIAL GRADE VALLEY-VIEW BLACK DIAMOND (OR EQUAL) POLY EDGING OR SPADED EDGE, AS INDICATED. POLY EDGING SHALL BE PLACED WITH SMOOTH CURVES AND STAKED WITH METAL SPIKES NO GREATER THAN 4 FOOT ON CENTER WITH BASE OF TOP BEAD AT GRADE, FOR MOWERS TO CUT ABOVE WITHOUT DAMAGE. UTILIZE CURBS AND SIDEWALKS FOR EDGING WHERE POSSIBLE. SPADED EDGE TO PROVIDE V-SHAPED DEPTH AND WIDTH TO CREATE SEPARATION BETWEEN MULCH AND GRASS. INDIVIDUAL TREE, SHRUB, OR RAIN-GARDEN BEDS TO BE SPADED EDGE, UNLESS NOTED OTHERWISE. EDGING TO MATCH EXISTING CONDITIONS (WHERE APPLICABLE).
19. ALL DISTURBED AREAS TO BE SODDED OR SEEDED, UNLESS OTHERWISE NOTED. PARKING LOT ISLANDS TO BE SODDED WITH SHREDDED HARDWOOD MULCH AROUND ALL TREES AND SHRUBS. SOD TO BE STANDARD MINNESOTA GROWN AND HARDY BLUEGRASS MIX, FREE OF LAWN WEEDS. ALL TOPSOIL AREAS TO BE RAKED TO REMOVE DEBRIS AND ENSURE DRAINAGE. SLOPES OF 3:1 OR GREATER SHALL BE STAKED. SEED AS SPECIFIED AND PER MN/DOT SPECIFICATIONS. IF NOT INDICATED ON LANDSCAPE PLAN, SEE EROSION CONTROL PLAN.
20. PROVIDE IRRIGATION TO ALL PLANTED AREAS ON SITE. IRRIGATION SYSTEM TO BE DESIGN/BUILD. PROVIDE SHOP DRAWINGS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION OF IRRIGATION SYSTEM. PROVIDE OPERATION MANUALS, AS-BUILT PLANS, AND NORMAL PROGRAMMING. SYSTEM SHALL BE WINTERIZED AND HAVE SPRING STARTUP DURING FIRST YEAR OF OPERATION. SYSTEM SHALL HAVE ONE-YEAR WARRANTY ON ALL PARTS AND LABOR. ALL INFORMATION ABOUT INSTALLATION AND SCHEDULING CAN BE OBTAINED FROM THE GENERAL CONTRACTOR.
21. CONTRACTOR SHALL PROVIDE NECESSARY WATERING OF PLANT MATERIALS UNTIL THE PLANT IS FULLY ESTABLISHED OR IRRIGATION SYSTEM IS OPERATIONAL. OWNER WILL NOT PROVIDE WATER.
22. REPAIR, REPLACE, OR PROVIDE SOD/SEED AS REQUIRED FOR ANY ROADWAY BOULEVARD AREAS ADJACENT TO THE SITE DISTURBED DURING CONSTRUCTION.
23. REPAIR ALL DAMAGE TO PROPERTY FROM PLANTING OPERATIONS AT NO COST TO OWNER.
24. MAINTAIN TREES, SHRUBS, AND OTHER PLANTS UNTIL PROJECT COMPLETION, BUT IN NO CASE, LESS THAN FOLLOWING PERIOD; 1 YEAR AFTER PROJECT COMPLETION. MAINTAIN TREES, SHRUBS, AND OTHER PLANTS BY PRUNING, CULTIVATING, AND WEEDING AS REQUIRED FOR HEALTHY GROWTH. RESTORE PLANTING SAUCERS. TIGHTEN AND REPAIR STAKE AND GUY SUPPORTS AND RESET TREES AND SHRUBS TO PROPER GRADES OR VERTICAL POSITION AS REQUIRED. RESTORE OR REPLACE DAMAGED WRAPPINGS. SPRAY AS REQUIRED TO KEEP TREES AND SHRUBS FREE OF INSECTS AND DISEASE. REPLENISH MULCH TO THE REQUIRED DEPTH. MAINTAIN LAWNS FOR 45 DAYS AFTER INSTALLING SOD INCLUDING MOWING WHEN SOD RECITES 4" IN HEIGHT. WEED PLANTING BEDS AND MULCH SAUCERS AT MINIMUM ONCE A MONTH DURING THE GROWING SEASON. PROVIDE A MONTHLY REPORT TO THE OWNER ON WEEDING AND OTHER MAINTENANCE RESPONSIBILITIES.

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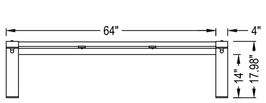
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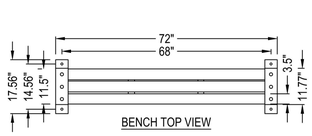
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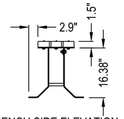
1. TABLE AND CHAIRS TO BE COLOR CEDAR (PLASTIC SLAT COLOR) AND TEXTURED PEWTER (FRAME COLOR)
2. INSTALL TABLE AND BENCHES SURFACE MOUNTED PER MANUFACTURER'S SPECIFICATIONS.
3. SUBMIT SHOP DRAWINGS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION.
4. FIELD LOCATE FURNISHINGS PER PLAN WITH APPROVAL BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.



BENCH FRONT ELEVATION



BENCH TOP VIEW



BENCH SIDE ELEVATION

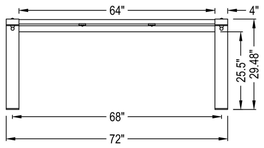


TABLE FRONT ELEVATION

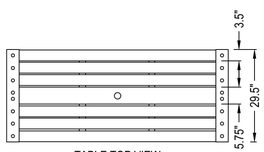


TABLE TOP VIEW

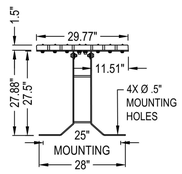


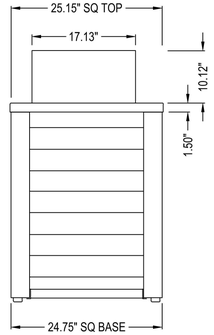
TABLE SIDE ELEVATION

1 ANOVA - WAINWRIGHT 6' PICNIC TABLE AND BENCHES SET

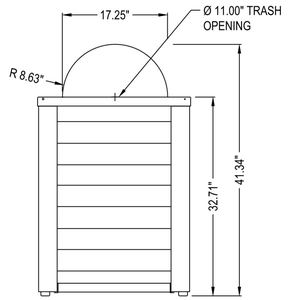
SCALE: N.T.S.

NOTES:

1. RECEPTACLE TO BE COLOR CEDAR (PLASTIC SLAT COLOR) AND TEXTURED PEWTER (FRAME/LID COLOR)
2. INSTALL 2 RECEPTACLES SURFACE MOUNTED PER MANUFACTURER'S SPECIFICATIONS.
3. SUBMIT SHOP DRAWINGS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION.
4. FIELD LOCATE FURNISHINGS PER PLAN WITH APPROVAL BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.



FRONT ELEVATION



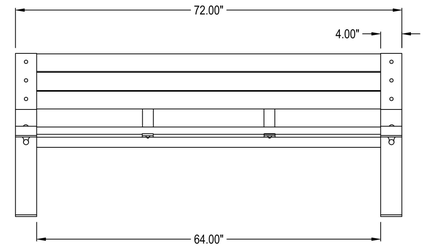
SIDE ELEVATAION

2 ANOVA - WAINWRIGHT 45 GALLON TRASH RECEPTACLE

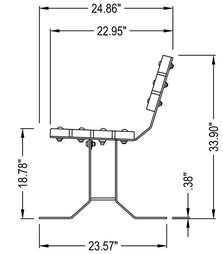
SCALE: N.T.S.

NOTES:

1. BENCH TO BE COLOR CEDAR (PLASTIC SLAT COLOR) AND TEXTURED PEWTER (FRAME COLOR)
2. INSTALL SURFACE MOUNTED PER MANUFACTURER'S SPECIFICATIONS.
3. SUBMIT SHOP DRAWINGS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION.
4. FIELD LOCATE FURNISHINGS PER PLAN WITH APPROVAL BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.



FRONT ELEVATION



SIDE ELEVATION

3 ANOVA - WAINWRIGHT 6' CONTOUR BENCH

SCALE: N.T.S.

NOTES:

1. BISTRO TABLE TO BE COLOR SILVER GRAY (TABLE TOP COLOR) AND CHARCOAL GRAY (TABLE BASE COLOR)
2. INSTALL TABLE SURFACE MOUNTED PER MANUFACTURER'S SPECIFICATIONS.
3. SUBMIT SHOP DRAWINGS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION.
4. FIELD LOCATE FURNISHINGS PER PLAN WITH APPROVAL BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.

TOP VIEW

FRONT ELEVATION

4 ANOVA - BISTRO LIGERO 30" STEEL DINING TABLE

SCALE: N.T.S.

TOP VIEW

NOTES:

1. BISTRO CHAIRS TO BE COLOR SILVER GRAY
2. PROVIDE FOUR CHAIRS PER MANUFACTURER'S SPECIFICATIONS.
3. SUBMIT SHOP DRAWINGS TO LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION.
4. FIELD LOCATE FURNISHINGS PER PLAN WITH APPROVAL BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.

FRONT ELEVATION

SIDE ELEVATION

5 ANOVA - BISTRO LIGERO, GENOA ALLUMINUM DINING CHAIR SET OF 4

SCALE: N.T.S.

PRELIMINARY - NOT FOR CONSTRUCTION

No.	REVISIONS	DATE	BY

Kimley»Horn
2018 KIMLEY-HORN AND ASSOCIATES, INC.
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

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 LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

KATHERINE M. LEBSE, PLA
MN LIC. NO. 58869
DATE: 05/24/2022

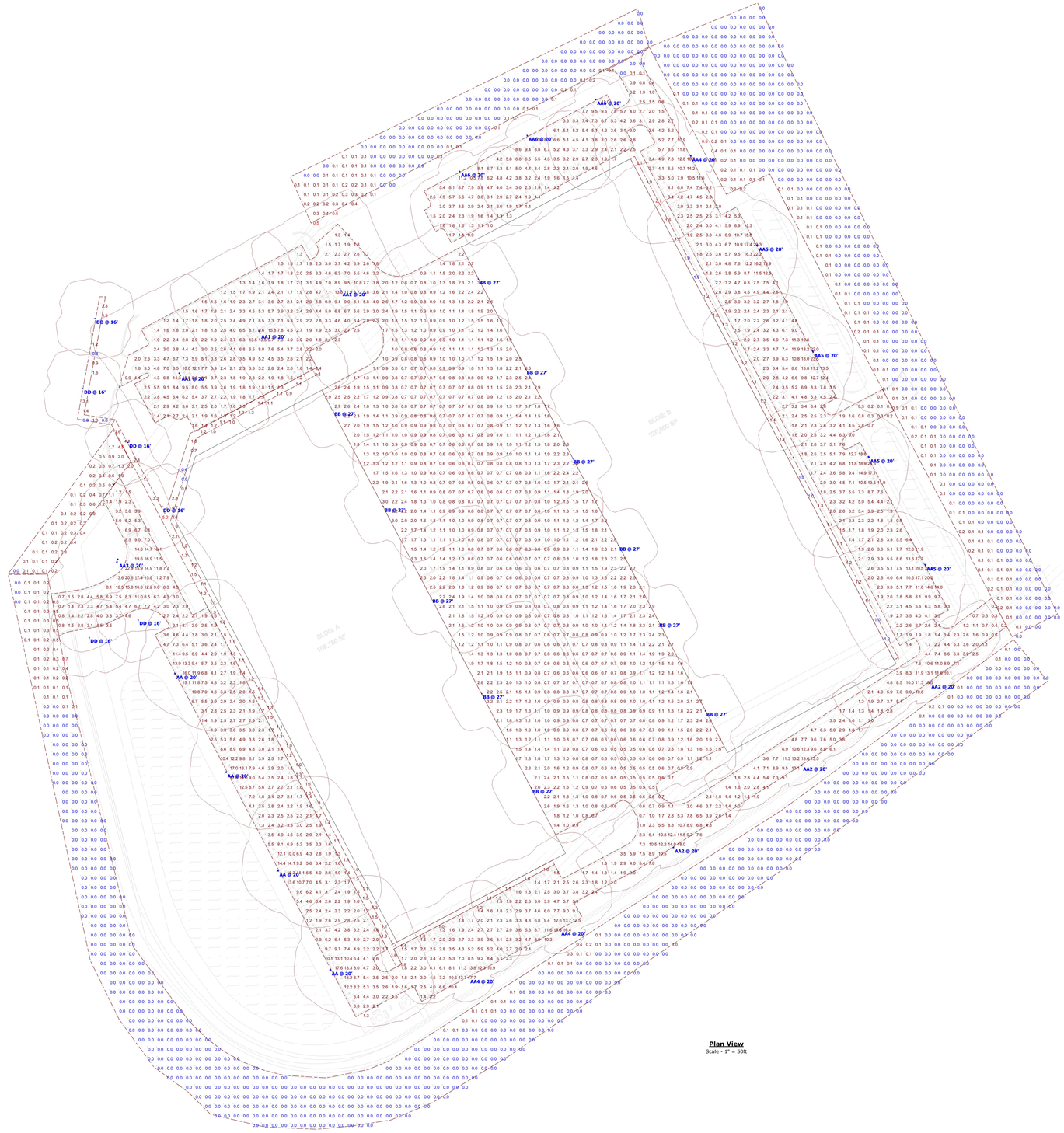
KHA PROJECT	160846021
DATE	05/24/2022
SCALE	AS SHOWN
DESIGNED BY	BJA
DRAWN BY	BJA
CHECKED BY	KML

LANDSCAPE DETAILS

NORTH 100
BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES
BROOKLYN CENTER MN

SHEET NUMBER
L104

Symbol	Label	Quantity	Manufacturer	Catalog Number	Description	Number Lamps	Lumens Per Lamp	Light Loss Factor	Wattage
	AA	9	COOPER LIGHTING SOLUTIONS - formerly EATON	HALO RL5660 THD1 ELO	HALO RL 5660 AND RL5660WH 6" RECESSED LIMINAIRE 6" DL TD SQ, 600WL, 120VOLT	1	4540	1	39.6
	AA1	3	COOPER LIGHTING SOLUTIONS - formerly EATON	HALO SL6SD THD1D	HALO SL6SD AND SL6SDWH 6" SURFACE MOUNT DOWNLIGHT DL TD SQ, 600WL, 120VOLT	1	4547	1	39.6
	AA2	3	COOPER LIGHTING SOLUTIONS - formerly EATON	HALO SL6SD THD1 ELO	HALO SL6SD AND SL6SDWH 6" SURFACE MOUNT DOWNLIGHT DL TD SQ, 600WL, 120VOLT	1	4540	1	39.6
	AA3	3	COOPER LIGHTING SOLUTIONS - formerly EATON	HALO SL6SD THD1 ELO	HALO SL6SD AND SL6SDWH 6" SURFACE MOUNT DOWNLIGHT DL TD SQ, 600WL, 120VOLT	1	4540	1	39.6
	AA4	3	COOPER LIGHTING SOLUTIONS - formerly EATON	HALO SL6SD THD1 ELO WHB	HALO SL6SD AND SL6SDWH 6" SURFACE MOUNT DOWNLIGHT DL TD SQ, 600WL, 120VOLT	1	4540	1	39.6
	AA5	9	COOPER LIGHTING SOLUTIONS - formerly EATON	HALO SL6SD THD1 ELO WHB	HALO SL6SD AND SL6SDWH 6" SURFACE MOUNT DOWNLIGHT DL TD SQ, 600WL, 120VOLT	1	4540	1	39.6
	AA6	3	COOPER LIGHTING SOLUTIONS - formerly EATON	HALO SL6SD THD1 ELO WHB	HALO SL6SD AND SL6SDWH 6" SURFACE MOUNT DOWNLIGHT DL TD SQ, 600WL, 120VOLT	1	4540	1	39.6
	BB	11	COOPER LIGHTING SOLUTIONS - formerly EATON	HALO HA2SD THD1 ELO TRT	HALO HA SERIES 2" TRIM DL WHITE, LOW GLARE SQUARE WITH SPECULAR CLEAR REFLECTOR	1	1600	1	13.5
	DD	6	LED ONE/ENGEL INC	FOLS-3-LED-NO-MW		1	7740	1	64.2



Plan View
Scale - 1" = 50ft

RJRyan Construction, Inc.

Brooklyn Center Industrial

Designer	
Amber Forester	
Date	
02/11/2022	
Scale	
Not to Scale	
Drawing No.	
L1	
Summary	
LIGHTING CALCULATIONS	

NORTH 100 BUSINESS PARK ADDITION

R.T. DOC. NO._____

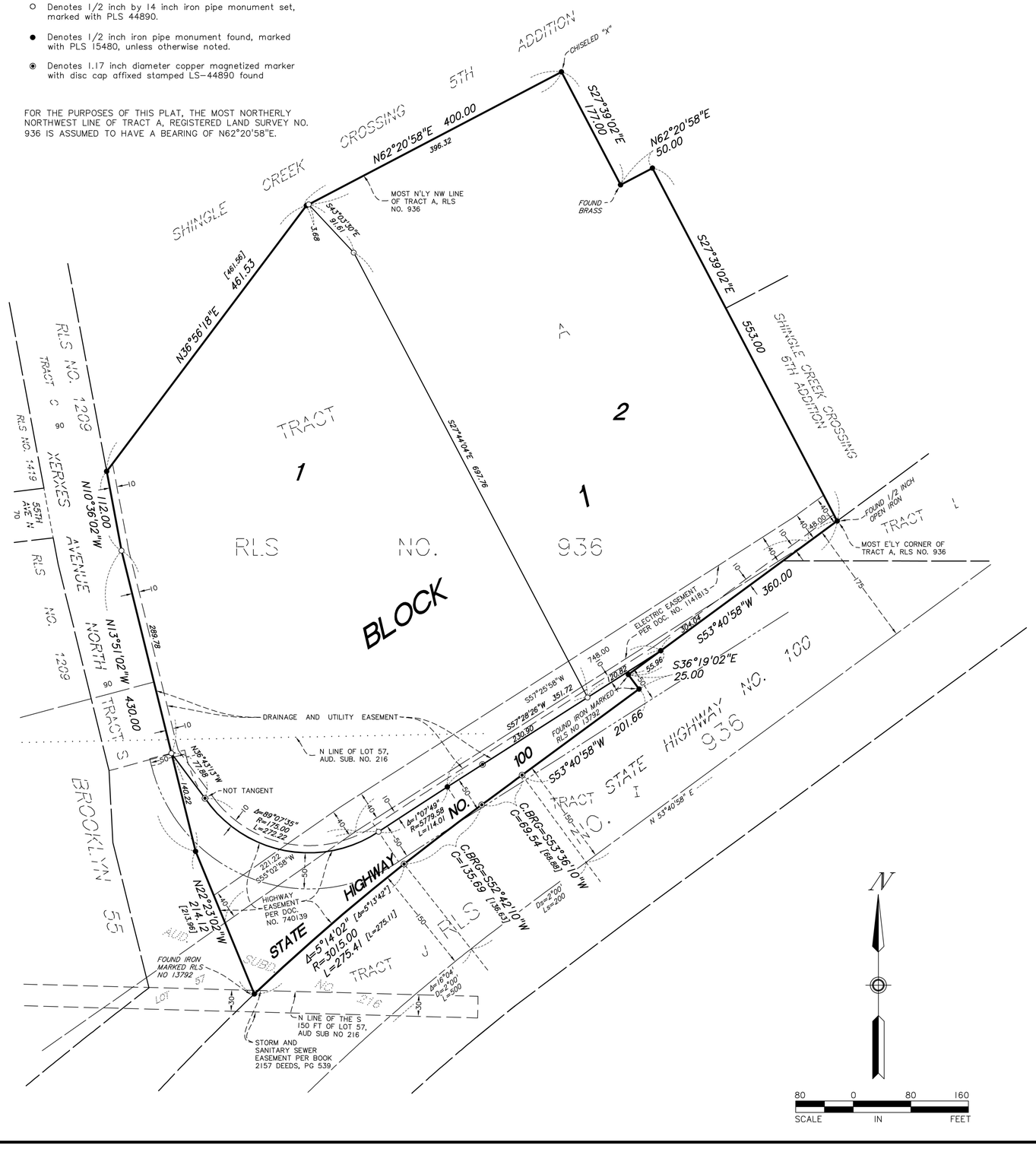
[ ] Denotes per REGISTERED LAND SURVEY NO. 936

○ Denotes 1/2 inch by 14 inch iron pipe monument set, marked with PLS 44890.

● Denotes 1/2 inch iron pipe monument found, marked with PLS 15480, unless otherwise noted.

◉ Denotes 1.17 inch diameter copper magnetized marker with disc cap affixed stamped LS–44890 found

FOR THE PURPOSES OF THIS PLAT, THE MOST NORTHERLY NORTHWEST LINE OF TRACT A, REGISTERED LAND SURVEY NO. 936 IS ASSUMED TO HAVE A BEARING OF N62°20'58"E.



KNOW ALL PERSONS BY THESE PRESENTS: That TF Brooklyn Center MN LLC, a Delaware limited liability company, owner and proprietor of the following described property situated in the County of Hennepin, State of Minnesota, to wit:

Tract A, REGISTERED LAND SURVEY NO. 936

Has caused the same to be surveyed and platted as NORTH 100 BUSINESS PARK ADDITION and does hereby dedicate to the public, for public use, the public way and the drainage and utility easements as created by this plat.

In witness whereof said TF Brooklyn Center MN LLC, a Delaware limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 20___.

SIGNED: _____ its _____

STATE OF _____

COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20___, by _____ the _____ of TF Brooklyn Center MN LLC, a Delaware limited liability company, on behalf of said company.

_____
Signature

_____
Notary Printed Name

Notary Public, _____ County, _____

My Commission Expires_____

I, Leonard F. Carlson, 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___.

_____
Leonard F. Carlson, Licensed Land Surveyor
Minnesota License No. 44890

STATE OF MINNESOTA
COUNTY OF HENNEPIN

This instrument was acknowledged before me on this _____ day of _____, 20____, by Leonard F. Carlson.

_____
Signature

_____
Notary Printed Name

Notary Public, Minnesota

My Commission Expires January 31, _____

CITY COUNCIL, CITY OF BROOKLYN CENTER, MINNESOTA

This plat of NORTH 100 BUSINESS PARK ADDITION was approved and accepted by the City Council of the City of Brooklyn Center, Minnesota at a regular meeting thereof held this _____ day of _____, 20___, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03. Subd. 2.

CITY COUNCIL, CITY OF BROOKLYN CENTER, MINNESOTA

BY: _____Mayor

BY: _____Manager

RESIDENT AND REAL ESTATE SERVICES, Hennepin County, Minnesota

I hereby certify that taxes payable in 20____ and prior years have been paid for land described on this plat, dated this _____ day of _____, 20____.

Mark V. Chapin, Hennepin County Auditor

BY: _____Deputy

SURVEY DIVISION, Hennepin County, Minnesota

Pursuant to Minnesota Statutes, Sec. 383B.565 (1969), this plat has been approved this _____ day of _____, 20____

Chris F. Mavis, County Surveyor

BY: _____

REGISTRAR OF TITLES, Hennepin County, Minnesota

I hereby certify that the within plat of NORTH 100 BUSINESS PARK ADDITION was filed in this office this _____ day of _____, 20____ at _____ o'clock ___M.

Amber Bougie, Registrar of Titles

BY: _____Deputy

PRELIMINARY
SUBJECT TO REVISION

SUNDE LAND SURVEYING

Kimley»Horn

MEMORANDUM

To: Ginny McIntosh
City of Brooklyn Center

CC: Scannell Properties

From: Jacob Rojer, P.E., PTOE
Brian Wurdeman, P.E.
Kimley-Horn and Associates, Inc.

Date: June 9, 2022

Subject: Trip Generation Comparison Memo – Sears Site Redevelopment
Brooklyn Center, MN

INTRODUCTION

Scannell Properties is proposing to redevelop the vacant Sears site at Shingle Creek Crossing in Brooklyn Center, Minnesota. The redevelopment will remove the existing approximately 110,000 square foot Sears building and 15,000 square foot auto center and build two office/industrial buildings totaling 230,000 square feet.

This memorandum documents the anticipated trip generation of the previous land uses compared to the proposed land use.

TRIP GENERATION COMPARISON

The trip generation for the vacant Sears site was calculated based on the Institute of Transportation Engineers (ITE) *Trip Generation Manual, 11th Edition*. For the existing land uses, ITE Land Use Code (LUC) 875 (Department Store) and LUC 943 (Automobile Parts and Service Center) were used to calculate the trip generation. **Table 1** provides the trip generation of the existing land uses. When operational, the existing site generated an estimated 93 trips in the AM peak hour, 246 trips in the PM peak hour, and 2,766 daily trips.

Table 1 – Existing Site Trip Generation

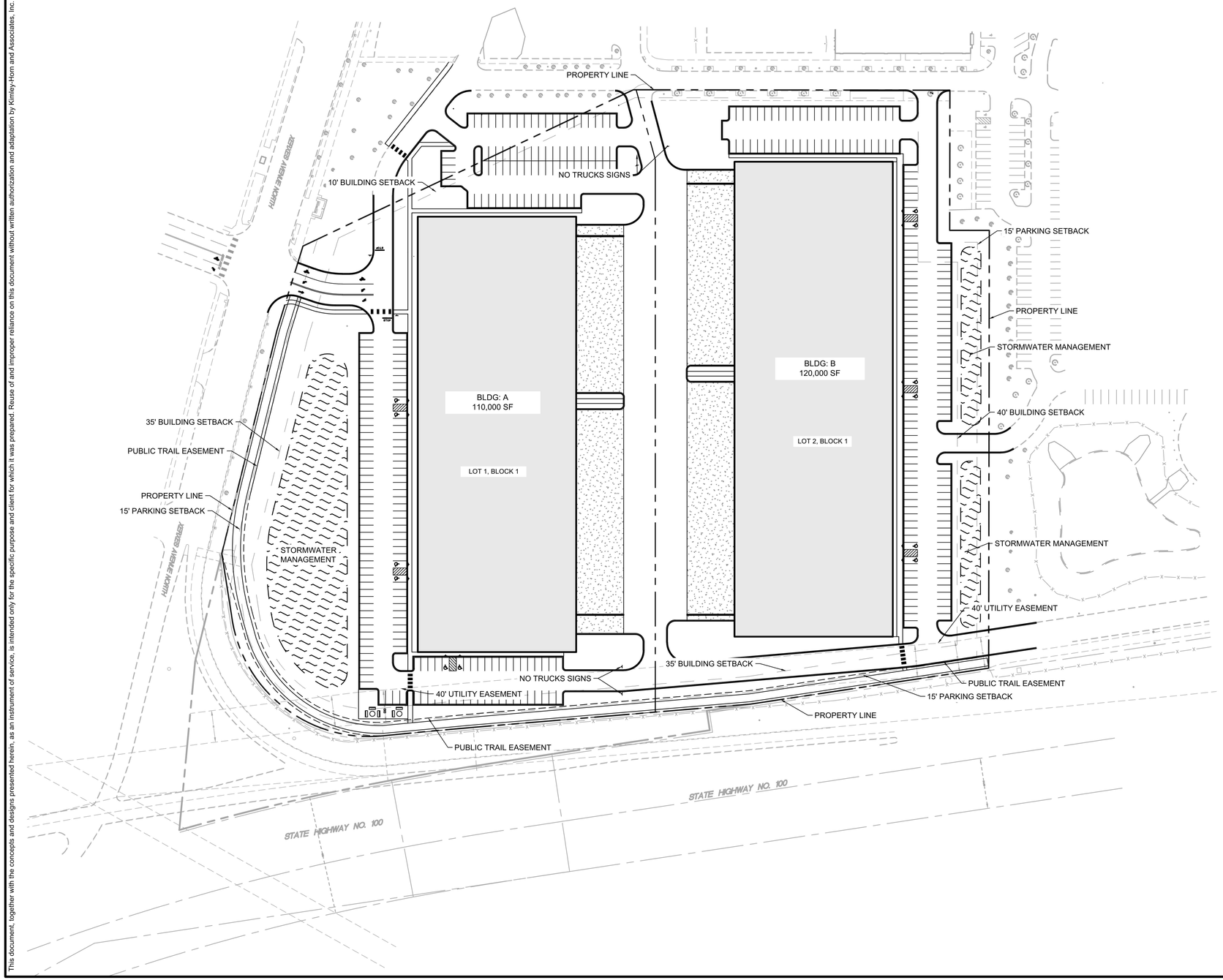
Land Use Description	ITE Code	Intensity / Units	Daily	AM Peak Hour			PM Peak Hour		
				In	Out	Total	In	Out	Total
Sears	875	110,000 Sq. Ft.	2,517	41	23	64	107	108	215
Auto Center	943	15,000 Sq. Ft.	249	21	8	29	12	19	31
Total Existing Trip Generation			**2,766**	**62**	**31**	**93**	**119**	**127**	**246**

The proposed office/industrial development will maintain the same site access as the existing conditions. The site will consist of a 110,000 square foot building and a 120,000 square foot building. It is assumed that the buildings will be 20% office and 80% industrial. The proposed site plan is attached. ITE LUC 110 (General Light Industrial) and ITE LUC 720 (General Office) were used to calculate the anticipated trip generation of the site. **Table 2** provides the trip generation of the proposed development. The industrial development is anticipated to generate 206 AM peak hour trips, 186 PM peak hour trips, and 1,396 daily trips.

Table 2 – Proposed Development Trip Generation

Land Use Description	ITE Code	Intensity / Units	Daily	AM Peak Hour			PM Peak Hour		
				In	Out	Total	In	Out	Total
Industrial	110	184,000 Sq. Ft.	896	120	16	136	17	103	120
Office	720	46,000 Sq. Ft.	500	62	8	70	11	55	66
TOTAL			**1,396**	**182**	**24**	**206**	**28**	**158**	**186**

Comparing the trip generation results in Tables 1 & 2, it is anticipated that the redevelopment of the site will generate 113 more trips in the AM peak hour, 60 less trips in the PM peak hour, and 1,370 less daily trips than the previous land uses. Therefore, the redevelopment of the site is not anticipated to have a significant impact on traffic operations in the area.



LEGEND

- PROPERTY LINE
- PROPOSED FENCE
- SETBACK LINE
- RETAINING WALL
- PROPOSED CURB AND GUTTER
- PROPOSED HEAVY DUTY ASPHALT
- PROPOSED STANDARD DUTY ASPHALT
- PROPOSED CONCRETE PAVEMENT
- PROPOSED STORMWATER MANAGEMENT AREA
- PROPOSED CONCRETE SIDEWALK

PROPERTY SUMMARY

NORTH 100 BUSINESS PARK	
PROPERTY AREA	664,544 SF (15.256 AC)
LOT 1, BLOCK 1 PROPERTY AREA	8.07 AC
LOT 2, BLOCK 1 PROPERTY AREA	7.19 AC

ZONING SUMMARY	
EXISTING ZONING	PUD / MX-B - PLANNED UNIT DEVELOPMENT / BUSINESS MIXED USE DISTRICT
PROPOSED ZONING	PUD / MX-B - PLANNED UNIT DEVELOPMENT / BUSINESS MIXED USE DISTRICT
PARKING SETBACKS	SIDE/REAR = 15' ROAD = 15'
BUILDING SETBACKS	FRONT = 35' CORNER = 35' INTERIOR SIDE = 10' REAR = 40'

BUILDING DATA SUMMARY

AREAS	
PROPOSED PROPERTY	15.256 AC
BUILDING A AREA	110,000 SF
BUILDING B AREA	120,000 SF

PARKING	
LOT 1, BLOCK 1	
REQUIRED PARKING	136 SPACES
PROPOSED PARKING	200 SPACES
PROPOSED PARKING EASEMENT SPACES	18 SPACES
ADA STALLS REQ'D / PROVIDED	6 STALLS / 6 STALLS
LOT 2, BLOCK 1	
REQUIRED PARKING	150 SPACES
PROPOSED PARKING	157 SPACES
ADA STALLS REQ'D / PROVIDED	6 STALLS / 6 STALLS

SITE PLAN NOTES

1. ALL WORK AND MATERIALS SHALL COMPLY WITH ALL CITY/COUNTY REGULATIONS AND CODES AND O.S.H.A. STANDARDS.
2. CONTRACTOR SHALL REFER TO THE ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF VESTIBULES, SLOPE PAVING, SIDEWALKS, EXIT PORCHES, TRUCK DOCKS, PRECISE BUILDING DIMENSIONS AND EXACT BUILDING UTILITY ENTRANCE LOCATIONS.
3. ALL INNER CURBED RADII ARE TO BE 3' AND OUTER CURBED RADII ARE TO BE 10' UNLESS OTHERWISE NOTED. STRIPED RADII ARE TO BE 5'.
4. ALL DIMENSIONS AND RADII ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
5. EXISTING STRUCTURES WITHIN CONSTRUCTION LIMITS ARE TO BE ABANDONED, REMOVED OR RELOCATED AS NECESSARY. ALL COST SHALL BE INCLUDED IN BASE BID.
6. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL RELOCATIONS, (UNLESS OTHERWISE NOTED ON PLANS) INCLUDING BUT NOT LIMITED TO, ALL UTILITIES, STORM DRAINAGE, SIGNS, TRAFFIC SIGNALS & POLES, ETC. AS REQUIRED. ALL WORK SHALL BE IN ACCORDANCE WITH GOVERNING AUTHORITIES REQUIREMENTS AND PROJECT SITE WORK SPECIFICATIONS AND SHALL BE APPROVED BY SUCH. ALL COST SHALL BE INCLUDED IN BASE BID.
7. SITE BOUNDARY, TOPOGRAPHY, UTILITY AND ROAD INFORMATION TAKEN FROM A SURVEY BY SUNDE LAND SURVEYING, DATED 03/30/2021.
8. KIMLEY-HORN ASSUMES NO LIABILITY FOR ANY ERRORS, INACCURACIES, OR OMISSIONS CONTAINED THEREIN.
9. TOTAL LAND AREA IS 15.256 ACRES.
10. PYLON / MONUMENT SIGNS SHALL BE CONSTRUCTED BY OTHERS. SIGNS ARE SHOWN FOR GRAPHICAL & INFORMATIONAL PURPOSES ONLY. CONTRACTOR TO VERIFY SIZE, LOCATION AND ANY REQUIRED PERMITS NECESSARY FOR THE CONSTRUCTION OF THE PYLON / MONUMENT SIGN.
11. CONTRACTOR SHALL REFERENCE ARCH / MEP PLANS FOR SITE LIGHTING AND ELECTRICAL PLAN.
12. NO PROPOSED LANDSCAPING SUCH AS TREES OR SHRUBS, ABOVE AND UNDERGROUND STRUCTURES, OR OTHER OBSTRUCTIONS SHALL BE LOCATED WITHIN EXISTING OR PROPOSED UTILITY EASEMENTS AND RIGHTS OF WAY UNLESS SPECIFICALLY NOTED ON PLANS OTHERWISE.
13. REFERENCE ARCHITECTURAL PLANS FOR DUMPSTER ENCLOSURE DETAILS.
14. REFER TO FINAL PLAT OR ALTA SURVEY FOR EXACT LOT AND PROPERTY BOUNDARY DIMENSIONS.
15. ALL AREAS ARE ROUNDED TO THE NEAREST SQUARE FOOT.
16. ALL DIMENSIONS ARE ROUNDED TO THE NEAREST TENTH FOOT.
17. ALL PARKING STALLS TO BE 9' IN WIDTH AND 18' IN LENGTH UNLESS OTHERWISE INDICATED.

NORTH

GRAPHIC SCALE IN FEET
0 35 70 140

No.	REVISIONS	DATE	BY

Kimley»Horn
© 2018 KIMLEY-HORN AND ASSOCIATES, INC.
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

BRIAN M. WURDEMAN
MN
DATE: 01/21/2022 LIC. NO. 53113

KHA PROJECT 160846021
DATE 05/13/2022
SCALE AS SHOWN
DESIGNED BY RAV
DRAWN BY RAV
CHECKED BY BMW

PRELIMINARY - NOT FOR CONSTRUCTION

OVERALL SITE PLAN

NORTH 100 BUSINESS PARK
PREPARED FOR
SCANNELL PROPERTIES MN
BROOKLYN CENTER

SHEET NUMBER
C300

This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

K:\TWC_LDEV\Scannell\Brooklyn Center - Sears\3 Design\CAD\PlanSheets\C4-SITE PLAN.dwg May 17, 2022 - 1:04pm

Exhibit B

Ad Proof

Not Actual Size

EAST CENTRAL MINNESOTA

-Public Notice Ad Proof-

This is the proof of your ad scheduled to run on the dates indicated below. Please proof read carefully. If changes are needed, please contact us prior to deadline at Cambridge (763) 691-6000 or email at publicnotice@apgecm.com

Date: 06/02/22

Account #: 413069
Customer: CITY OF BROOKLYN CENTER ~

Address: 6301 SHINGLE CREEK
BROOKLYN CENTER

Telephone: (612) 569-3440
Fax: (763) 569-3494

Ad ID: 1234846
Copy LIne: June 23 PH Scannell Properties

PO Number:
Start: 06/09/22
Stop: 06/09/2022
Total Cost:
# of Lines: 88
Total Depth: 9.778
# of Inserts: 1
Ad Class: 150
Phone # (763) 691-6000
Email: publicnotice@apgecm.com
Rep No: SE700

Contract-Gross

Publications:
SP Brooklyn Ctr/Brooklyn Park

CITY OF BROOKLYN CENTER NOTICE OF PUBLIC HEARING

TO WHOM IT MAY CONCERN:

Please take notice that the Planning Commission of the City of Brooklyn Center will hold an in-person public hearing on **Thursday, June 23, 2022**, at approximately 7:00 p.m. Meeting materials can be accessed by visiting the City of Brooklyn Center's website at: https://www.ci.brooklyn-center.mn.us/. A definite time for this application to be considered cannot be given as it will depend on the progression of the agenda items.

TYPE OF REQUEST: Rezoning/ Establishment of a Planned Unit Development, Site and Building Plan, Preliminary and Final Plat, and 2040 Comprehensive Plan Amendment

APPLICANT: Scannell Properties, on behalf of Transformco

PROPERTY OWNER: Sears Roebuck and Company

PROPERTY ADDRESS / PID: 1297 Shingle Creek Crossing, Brooklyn Center, MN 55430 / 03-118-21-44-0026

BRIEF STATEMENT OF CONTENTS OF PETITION: The Applicant is requesting review of a proposal to re-plat and re-develop the approximately 15-acre acre former Sears site, located at 1297 Shingle Creek Crossing. With the closure of Sears and the adjacent Sears Auto Center in late 2018, the Applicant is proposing the construction of two single-story business park buildings totaling approximately 230,000-square feet and related site improvements.

Comments and questions may be forwarded to gmcintosh@ci.brooklyn-center.mn.us up until 4:30 pm on the day of the meeting, or by contacting Ginny McIntosh at (763) 569-3319. Your comments will be included in the record and addressed as part of the meeting. Alternatively, you may participate in the Planning Commission meeting via Webex at: logis.webex.com

Meeting Number (Access Code):
2455 009 7527
Password: BCPC06232022
By Phone: 1 (312) 535-8110
(Enter Access Code)

Auxiliary aids for persons with disabilities are available upon request at least 96 hours in advance. Please contact the City Clerk at (763) 569-3300 to make arrangements.

Respectfully,
Ginny McIntosh
City Planner and Zoning
Administrator

Published in the
Sun Post
June 9, 2022
1234846

Council/EDA Work Session

DATE: 7/24/2023

TO: City Council
FROM: Dr. Reggie Edwards, City Manager
THROUGH: N/A
BY: Dr. Reggie Edwards, City Manager

SUBJECT: Upcoming Items

Requested Council Action:

- Memorial Policy
- Special Assessment Policy/Franchise Fees *(referred to Financial Commission)*
- Beautification and Public Art Commission
- Liquor Store 2
- Organizational Chart-Budget work sessions
- New and Repeat Type IV Rental License Review *(referred to Housing Commission)*
- Food Truck Ordinance/License
- Emerald Ash Borer Policy Review (*referred to Park & Rec Commission November)*
- Opioid Settlement
- ARPA Funds
- ~~Police Labor Study~~
- Grants: Revenues & Expenses
- Purchasing Policy
- Commercial Vacant Building Fees
- Interveners Impact
- Revisit Resolution 2021-73

Background:

Budget Issues:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values: