Council Study Session
VIRTUAL meeting being conducted by electronic means in accordance with Minnesota Statutes, section 13D.021 Public portion available for connection via telephone Dial: 1-312-626-6799 Meeting ID: 92710125463# Passcode: 7635693300#
June 28, 2021

AGENDA

1. **City Council Discussion of Agenda Items and Questions - 6 p.m.**
2. **Miscellaneous**
   a. Chat Feature
   b. Resume In-Person Council Meetings
   c. Review Dates for Council Retreat
3. **Discussion of Work Session Agenda Item as Time Permits**
4. **Adjourn**

Council Study Session

DATE: 6/28/2021

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

SUBJECT: Chat Feature

Background:

Council Study Session

DATE: 6/28/2021

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

SUBJECT: Resume In-Person Council Meetings

Background:

Council Study Session

DATE: 6/28/2021

TO: City Council
FROM: Dr. Reggie Edwards, Acting City Manager
THROUGH: N/A
BY: Dr. Reginald Edwards, Acting City Manager

SUBJECT: Review Dates for Council Retreat

Background:

In the June 18th weekly update the following dates were provided for possible meeting dates with Common Sense. They were as follows:

- Saturday, July 10, 9:00AM – 11:30AM
- Saturday, July 24, 9:00AM – 11:30AM
- Saturday, July 31, 9:00AM – 11:30AM

Please be prepared to discuss a possible date for the retreat.

CITY COUNCIL MEETING
VIRTUAL meeting being conducted by electronic means in accordance with Minnesota Statutes, section 13D.021 Public portion available for connection via telephone Dial: 1-312-626-6799 Meeting ID: 92710125463# Passcode: 7635693300#
June 28, 2021

AGENDA

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

Provides an opportunity for the public to address the Council on items which are not on the agenda. Open Forum will be limited to 15 minutes, it is not televised, and it may not be used to make personal attacks, to air personality grievances, to make political endorsements, or for political campaign purposes. Council Members will not enter into a dialogue with presenter. Questions from the Council will be for clarification only. Open Forum 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.

I will first call on those who notified the Clerk that they would like to speak during open forum, and then I will ask if anyone else connected to this meeting would like to speak. When I do, please indicate your name and then proceed when I call on you. Please be sure to state your name and address before speaking.

2. Invocation - Ryan - 7 p.m.

3. Call to Order Regular Business Meeting

This meeting is being conducted electronically under Minnesota Statutes, section 13D.021 due to the pandemic. For those who are connected to this meeting, please keep your microphone muted. If there is an opportunity for public comment, you may unmute and speak when called upon. Please do not talk over others and anyone being disruptive may to ejected from the meeting. The packet for this meeting is on the City's website, which is linked on the calendar or can be found on "City Council" page.

4. Roll Call

5. Pledge of Allegiance

6. Approval of Agenda and Consent Agenda

The following items are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event the item will be removed from the consent agenda and considered at the end of Council Consideration Items.

a. Approval of Minutes
- Approve the minutes from:

- *June 14 - Study Session*
- *June 14 - Regular Session*

b. Resolution Approving an Amendment to the Brooklyn Center Fire Department Relief Association By-Laws

- Motion to approve a resolution approving an amendment to the Brooklyn Center Fire Department Relief Association By-Law

7. Presentations/Proclamations/Recognitions/Donations

8. Public Hearings

The public hearing on this matter is now open. I will first call on those who notified the Clerk that they would like to speak to this matter, then I will ask if anyone else on this meeting would like to speak during this hearing. When I do, please indicate your name and then proceed when I call on you. Please be sure to state your name and address before speaking.

9. Planning Commission Items

a. Planning Commission Application No. 2021-002, for Site and Building Plan Approval, Establishment of a Planned Unit Development, and a Zoning Map Amendment for Certain Property Located at 6221 Shingle Creek Parkway, and a Recommended Amendment to the 2040 Comprehensive Plan to Allow for Increased Densities within the Commercial Mixed-Use Future Land Use Designation

(i) Motion to adopt a resolution to approve Planning Commission Application No. 2021-002 for Site and Building Plan Approval, Establishment of a Planned Unit Development, and a Zoning Map Amendment for the Subject Property located at 6221 Shingle Creek Parkway and commonly known as the Crest Apartments, and a recommended amendment to the City's 2040 Comprehensive Plan to allow for increased densities within the Commercial Mixed-Use future land use designation, 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 6221 Shingle Creek Parkway and set the second reading and public hearing for July 26, 2021.

10. Council Consideration Items

a. Resolution Authorizing a Community Engagement Pilot Program with Community Partners for the Opportunity Site

– Motion to approve a resolution authorizing a community engagement pilot program with community partners for the Opportunity Site

b. City Manager Appointment

11. Council Report

12. Adjournment

Council Regular Meeting

DATE: 6/28/2021

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

SUBJECT: Approval of Minutes

Requested Council Action:

- Approve the minutes from:

- *June 14 - Study Session*
- *June 14 - Regular Session*

Background:

Budget Issues:

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

ATTACHMENTS:

Description	Upload Date	Type
06.14 Study Session	6/21/2021	Backup Material
06.14 Regular Session	6/23/2021	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 14, 2021
VIA ZOOM

CALL TO ORDER

The Brooklyn Center City Council met in Study Session called to order by Mayor Mike Elliott at 6:00 p.m.

ROLL CALL

Mayor Mike Elliott and Councilmembers April Graves, and Dan Ryan. Councilmembers Marquita Butler and Kris Lawrence Anderson were excused. Also present were Acting City Manager Reggie Edwards, and City Clerk Barb Suciu.

CITY COUNCIL DISCUSSION OF AGENDA ITEMS AND QUESTIONS

Acting City Manager Reggie Edwards noted that Councilmembers Butler is out this evening and Councilmember Kris Lawrence-Anderson is out with a family medical matter so neither will be in attendance.

Dr. Edwards stated he would like to modify the Regular Session agenda to get dates and times for Listening Sessions. He reported that Common Sense is no longer available on June 26, 2021, for the Council retreat so another date and time is needed.

Dr. Edwards suggested that Regular Session agenda Item 10b., Resolution Authorizing a Community Engagement Pilot Program with Community Partners for the Opportunity Site, and Work Session Item 2., Community Engagement Framework Discussion, be removed from the agenda as a result of only three Council Members being present. He explained the purpose of these items was to build consensus with the entire City Council, which cannot be achieved with the full City Council not being present.

Dr. Edwards stated Regular Session agenda Item 10e, City Manager Appointment, was brought forth by Councilmember Lawrence-Anderson at the special meeting, and with only three members present tonight, the City Council may want to move that item to the next meeting.

Councilmember Ryan stated in light of what Dr. Edwards has shared with the City Council, he thinks it is appropriate to move those items to the next meeting agenda.

Councilmember Graves concurred.

Mayor Elliott recommended also moving Work Session agenda Item 1, Commission Appointment,

to a meeting when the full City Council is in attendance.

Councilmember Ryan referenced Regular Session agenda Item 10d, Commission Appointments, and asked Mayor Elliott if he will be making appointments tonight.

Mayor Elliott stated he will be making reappointments tonight, not appointments.

Councilmember Ryan stated he appreciates that as it was discussed earlier and coincides with the Work Session agenda Item 1, Commission Appointments. He stated he does not have a problem if it is reappointments but if they are new appointments, he would very much like to see a resume and application.

Mayor Elliott stated yes.

Councilmember Ryan stated he is fine with moving forward with reappointments to keep the Commissions staffed.

The consensus of the City Council was to approve the agenda revisions as recommended by Dr. Edwards and Mayor Elliott.

MISCELLANEOUS

NEXT BUDGET MEETING

Mayor Elliott noted next budget meeting is scheduled for Monday, July 5, which is the observance of Independence Day. He asked the City Council whether there is another day that same week that would work for this joint budget meeting.

Councilmember Ryan stated he would be fine with Tuesday, July 6, as he wants to get things rolling promptly. Mayor Elliott asked if Wednesday, July 7, would work as well. Councilmember Ryan replied that either would work as his schedule is pretty flexible.

Councilmember Graves stated she is not 100% sure but Wednesdays are usually better than Tuesdays in the evening.

Mayor Elliott noted two members are not present but asked staff to look tentatively on the evening of Wednesday, July 7, 2021. He asked the City Clerk if she would confirm that date with the other two Council Members.

City Clerk Barb Suciu stated she will do that.

Mayor Elliott stated if Wednesday, July 7, does not work, maybe they will look at Thursday, July 8. He asked Council Members to check their calendars.

Dr. Edwards stated he will ask Finance Director Mark Ebensteiner to communicate with the Financial Commission, as this is a joint meeting, to make sure Wednesday, July 7, 2021 works for

them as well.

LISTENING SESSIONS WITH CITY STAFF

Councilmember Ryan asked who would have the preferred dates for the two upcoming Listening Sessions with City staff.

Dr. Edwards stated he put the dates in the last *Weekly Update* but there has not been much feedback from staff. He noted this week will not work but he would like to propose Monday, June 21, 2021, from 4:30 to 6 p.m. or Wednesday, June 23, 2021, from 4:30 to 6 p.m. He also asked the City Clerk to verify that no other meetings are occurring during these two times.

Councilmember Graves stated her preference for June 23, 2021.

Councilmember Ryan stated he could make either of the dates work as his schedule is flexible.

Mayor Elliott stated June 23, 2021 works for him as well.

Dr. Edwards stated the second date would be Thursday, June 24, 2021, from 8 to 9:30 a.m. He explained he would like to offer staff a morning opportunity and an evening opportunity.

Mayor Elliott stated he has another commitment on June 24, 2021, at 9 to 11 a.m. so he would need to leave by then at 9 a.m. He stated if that date works for everyone else, then we should make it work. Otherwise, that Friday morning works for him as well.

Councilmember Graves stated on either day, she has a 9 a.m. work-related commitment.

Dr. Edwards suggested using a timeframe of 8 to 9 a.m.

Councilmember Graves stated she would be available earlier and if they could be done by 9 a.m., that would work for her.

Dr. Edwards asked about a timeframe of 7:30 to 9 a.m.

Mayor Elliott stated that would work for him. Councilmember Graves stated that will work for her but she would appreciate a reminder. Councilmember Ryan stated June 24 from 7:30 to 9 a.m. works for him.

Dr. Edwards stated he will work with Councilmembers Butler and Lawrence-Anderson to determine if these two dates and times will work for them.

DISCUSS CHAT FEATURE ON ZOOM REMOTE MEETINGS

Councilmember Ryan asked if the City Council reached a consensus on what it wanted to do about the chat feature on Zoom remote meetings.

Mayor Elliott stated the City Council had that discussion a few times now and it is probably one that should be revisited.

Councilmember Ryan noted it may be better to revisit when all on the City Council are present.

Mayor Elliott concurred.

Councilmember Ryan stated he was unclear about this and appreciates Mayor Elliott verifying it is still an open issue that can be pursued at another time.

Dr. Edwards stated staff will bring this topic back as well as a conversation as it relates to when the City Council will go back to meeting in person, and how that will be structured. These two topics will be on the next meeting agenda.

Mayor Elliott stated they are looking at a hybrid system so members who have to be remote can still participate.

Dr. Edwards stated on that issue, working and operating virtually was permitted primarily during the COVID state of emergency but State Statute prohibits the City Council and Boards from operating virtually. He explained the meetings can be offered virtually as it relates to public accessibility so more can access and participate at City Council meetings. However, it would not serve as a means for Council Members to regularly participate without being present. He advised that State Statute is fairly strict around that as it relates to emergencies or vacations but it is very limited in being able to conduct Council business from a distance.

Mayor Elliott thanked Dr. Edwards for that important clarification.

DISCUSSION OF WORK SESSION AGENDA ITEMS AS TIME PERMITS

Mayor Elliott noted the City Council had determined to reschedule the two items on the Work Session agenda to a time when there is a full City Council.

ADJOURNMENT

Mayor Elliott adjourned the Study Session at 6:23 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 14, 2021
VIA ZOOM

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 Mike Elliott at 6:23 p.m.

ROLL CALL

Mayor Mike Elliott and Councilmembers April Graves and Dan Ryan. Councilmembers Marquita Butler and Kris Lawrence-Anderson were excused. Also present were Acting City Manager Reggie Edwards, Acting Police Chief Tony Gruenig, and City Clerk Barb Suciu.

Councilmember Ryan moved and Councilmember Graves seconded to open the Informal Open Forum at 6:23 p.m.

Motion passed unanimously.

Mayor Mike Elliott opened the meeting for Informal Open Forum.

City Clerk Barb Suciu stated Diane Sannes sent her information today to read and restate the request for a reply about the new City of Brooklyn Center's website and when the obsolete, outdated, and incorrect data and spelling corrections are made. Ms. Suciu recalled at the last meeting, Acting City Manager Edwards indicated the City did a soft launch on May 24, the same day, and some information put out that day was outdated because it was the first-day staff could start correcting from the static page.

Acting City Manager Reggie Edwards stated the new website is up and staff will look at the information to determine what is dated. He explained that some dated information needs to be posted as it may still be relevant. Dr. Edwards stated he does not know specifically what Ms. Sannes has identified as being dated but will reach out to her and ask for that information. He stated staff will work on these issues to assure spelling and technical corrections are made.

Mayor Elliott stated Ms. Sannes has also reached out to him directly and she has a list of items she identified on the website that need to be updated or is out of date.

Lori Barton stated she wanted to comment on the appointment of Dr. Edwards. She felt the meeting last week was a little uncomfortable and without a doubt, Dr. Edwards is strong in his

ability to navigate our City through a crisis. She stated Dr. Edwards has a profound sense of empathy, knows how to connect with the community, is knowledgeable on budget issues, and has the drive to get things done. His resume and experience speak volumes in itself and let's face it, he may even be overqualified for the position. Ms. Barton stated as a resident of Brooklyn Center, she feels lucky Dr. Edwards chose us as he has proven his commitment to our City and there should be no further question or process in moving forward. She stated the City Council should accept him into a permanent position as City Manager.

Ms. Barton stated she would like to add that she sees a sense of scrutiny like never before when it comes to decisions made by Mayor Elliott. She found Mayor Elliott's decisions are calculated and never done without proper research and insight from others. She believes in City Council as a checks and balances system but at some point, we need to empower our leaders by giving them our utmost confidence that the decisions they are making are for our benefit and taking us in a direction that some of us may not have thought possible. Ms. Barton stated thinking outside the box is what brings greatness and it is expected to ask questions but we also need to embrace change if we are going to make a move in the direction of progressiveness.

Ms. Barton applauded the City Councilmembers who voted in favor of the resolution and Councilmember Butler's focus on community engagement. She appreciates Councilmember Graves' insight regarding the resolution and making sure it is successful in its entirety. She thanked Councilmember Ryan who she normally does not see eye-to-eye with but acknowledged his going out of his comfort zone and taking the time to listen to the people. Ms. Barton stated Councilmember Lawrence-Anderson, who seemed to feel threatened by the whole process and for whatever reasons, chose not to be present during our City's most difficult time. Councilmember Lawrence-Anderson has not been fully present at most City Council meetings in the past year and she questions her commitment to our community and whether or not this position is a good fit for her. Ms. Barton stated she appreciates Councilmember Lawrence-Anderson's years of service but there may be a time when it is time to step down.

Ms. Barton stated moving forward, she would like to know where we are at with the implementation process. At this time, we still have at least two killer cops on the force who, in her opinion, need to be investigated by the Department of Justice. She had requested their use of force records, and just today received a response from the City Clerk that it is still pending. Ms. Barton stated our City deserves to know who the 'bad apples' are because they are a threat to our families and our neighbors. With the upcoming budget under review, she felt the City Council needed to examine the 40% going to the Police Department and assess how it can be better used to serve our community. She stated she looks forward to the City Council's comments.

Mayor Elliott thanked Ms. Bertle for her comments.

Melissa Carey stated tonight she would like to discuss two issues. The first is the appointment of Dr. Edwards to become the permanent City Manager and she would like to start by telling Dr. Edwards that she is incredibly grateful at how he has stepped up to work tirelessly for our City. She stated while it has not gone perfectly, his efforts do not go unseen and she is grateful for his leadership, noting right now he is playing key roles in moving our City forward with public safety,

grants, and funding, City building planning, and community engagement. Ms. Carey stated she believes he is the best fit for our City Manager position at this time.

Ms. Carey stated how his appointment was brought up in the last Work Session is the part she is not comfortable with because it ended up putting Dr. Edwards in a very awkward situation. It appears that not all City Council Members knew the plans and the conversations happening about his appointment before the Work Session and if any told Dr. Edwards to sacrifice his other opportunities after the City Council said there should be a candidate and hiring process for the City Manager position, this is not right. She stated we should not put Dr. Edwards in a position where he has to sacrifice for us more than we are willing to sacrifice for him.

Ms. Carey stated she agrees with Councilmember Butler that we should have had a hiring process that is transparent to our residents. At this point, however, knowing that Dr. Edwards has committed to our City and because he is in the middle of so many major projects, she is asking that he be given the position for the three-year term, just like it was discussed during the Work Session.

Ms. Carey stated to Dr. Edwards that she believes his words, that he did not attempt to manipulate the situation. She asked Dr. Edwards, as he pursues a permanent position with us, to foster a culture of truthfulness and forthrightness with our City management, City Council, and all our departments and with no behind the scene deals but with a commitment to transparency. She believes Dr. Edwards is committed to Brooklyn Center and becoming the best that we can be. She asked Dr. Edwards to also demand this commitment from all department heads and not allow developers to come before us to make it their goal to settle. This means our Public Works leaders treat our streets and parks and crosswalks as if their children lived here too, and doing everything humanly possible for us that they would do for their own families. Ms. Carey stated she knows that this is Dr. Edward's heart and she is asking him to keep his folks accountable to this level of commitment.

Ms. Carey stated she is asking the City employees and staff to come, move in with us, be our neighbors, noting being planted and rooted together matters so that we may become a more tight-knit and beloved community. She stated she will continue to ask this request because she wants City employees and staff to be her neighbors.

Ms. Carey stated the second issue that she is bringing to the City Council is attendance and absences, lack of interaction and engagement, missing voting times during City Council meetings, and not being present until the adjournment roll call. She noted this is the second time she is bringing this issue to the City Council's attention. The first time was through an e-mail where she asked for accountability. She stated she knows our City has been through a crisis and policy changes and this specific area has gone to the back burner, which she understands. Ms. Carey felt it had become glaringly obvious that there is a City Council Member who is consistently missing meetings, rarely engages in any discussion, and often is not at meetings to the end. She wants to be conscious that we are all humans and in need of grace. Life is hard and messy sometimes and she wants to be gracious in those situations. But it feels like the issues she mentioned are not the exception. They have now become the rule and the lack of accountability in this matter has stepped over the line of grace and into allowing someone to not be fully committed to such an important

situation by someone who has such an important role. Ms. Carey stated in 2019, this Council Member missed 38% of the Work Sessions and meetings. In 2020, when meetings went virtual, it made attendance easier but still 14% of the meetings were missed, and already into 2021, not including today, 20% of the meetings have been missed. Ms. Carey stated this does not count all of the missed votes or adjournment roll calls. She explained that to count these absences as excused, all our Council Members have to do is call in two hours before a meeting to excuse themselves. She stated the City needs to raise that bar.

Ms. Carey stated as a resident she is asking the City Council to require more than that and come up with an attendance policy that includes staying to the end and not missing votes. In such a critical time, our City needs City Council Members who are present and engaged, and committed to moving our City forward. She knows the majority are and thanked them for that and showing up at community events and listening sessions and is committed to be engaged. She stated she appreciates that work so much and finds the sacrifices they are willing to make are amazing. But, we need this of all Council Members so she is asking each today to look at their current level of commitment before any new rules or regulations might ever be implemented. And, if they are not willing or able to consistently be at City Council meetings and Work Sessions, be present and stay through, she kindly asks them to step down from their position so someone else who can fulfill these responsibilities would take this very important role on.

Ms. Carey asked Mayor Elliott to assign this task to the City employees, to study other city's attendance policies for the city council, and figure out a more robust and fair attendance policy that would be required of the City Council.

Mayor Elliott thanked Ms. Carey for her comments and asked Dr. Edwards to come back with recommendations on attendance policies and how the City Council can improve and make sure there are options in how to move forward and ensure we have better attendance and participation. Mayor Elliott stated he will work with Dr. Edwards to do that.

No one else wished to address the City Council.

Mayor Elliott moved and Councilmember Ryan seconded to close the Informal Open Forum at 6:41 p.m.

Motion passed unanimously.

RECESS AND RECONVENE

Councilmember Ryan requested a recess until 6:55 p.m. Mayor Elliott recessed the meeting at 6:42 p.m. The meeting was reconvened at 6:48 p.m.

INFORMAL OPEN FORUM – REOPENED

Mayor Elliott stated he realized that while taking an early recess, people may have come in at 6:45 p.m. for Informal Open Forum, which he reopened at 6:48 p.m.

Julie B. acknowledged the City Council has other priorities right now but asked if there has been any update or changed with the water. She stated they are still buying water as they can't drink the water in their house due to a strong chlorine smell and taste, which has been that way since the water plant changed. She asked if anything is being looked at with this matter.

Mayor Elliott stated amid everything that is going on, it has fallen off but the City Council will put it back on the agenda and come back to that question as many in the community are still concerned about it. He noted water is fundamental so it is important for the City to continue to look at the water so it is not in a position that later on, there is an issue but it was overlooked. Mayor Elliott stated he heard about this issue across the board from people.

Mary Ann Perpich Japs, representing Fairfield Inn & Suites of Brooklyn Center, stated when the time is right, she would like to share her input on the decision about whether to withdraw from the Minneapolis Northwest Tourism Board.

Mayor Elliott stated that the item will be addressed during the upcoming Regular Session agenda.

2. INVOCATION

Mayor Elliott shared the following Nelson Mandela quote as the Invocation:

'Like slavery and apartheid, poverty is not natural. It is manmade and it can be overcome and irradicated by the actions of human beings. In overcoming poverties, it is not a gesture of charity. It is an act of justice. It is the protection of a fundamental human right, the right to dignity and a decent life. While poverty persists, there is no true freedom.'

Mayor Elliott noted this quote is apt for this time with all of the changes relating to equity around many different spheres in terms of public safety but also terms of economics. He stated the 1968 *Kerner Report* headed by the Governor of Illinois and commissioned by President Johnson, recognized that the root causes of the so-called 'riots of the 60s,' which were rebellions and uprisings in our country, were sparked by moments of police violence, just like in our day in age. The report recognized that what was in the back of it was deep economic inequities that were systemic where communities were intentionally left out of housing, access to FHA and the GI Bill, and other government-sponsored wealth-building systems. This caused a segment of our country to suffer deep economic equities and in many ways, the actions of the 70s were in protest to those inequities. Mayor Elliott stated we still have those inequities today, including deep levels of poverty and this quote has, for him, be impactful.

3. CALL TO ORDER REGULAR BUSINESS MEETING

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

4. ROLL CALL

Mayor Mike Elliott and Councilmembers April Graves and Dan Ryan. Councilmembers Marquita Butler and Kris Lawrence-Anderson were excused. Also present were Acting City Manager Reggie Edwards, Community Development Director Meg Beekman, Acting Police Chief Tony Gruenig, and City Clerk Barb Suciu.

5. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

6. APPROVAL OF AGENDA AND CONSENT AGENDA

Councilmember Ryan moved and Mayor Elliott seconded to approve the Agenda and Consent Agenda, as amended, to remove Regular Session agenda Item 10b., Resolution Authorizing a Community Engagement Pilot Program with Community Partners for the Opportunity Site; Item10e., City Manager Appointment; Work Session Item 1, Commission Appointment; and, Item 2., Community Engagement Framework Discussion, and the following consent items were approved:

6a. APPROVAL OF MINUTES

1. May 15, 2021 - Special Council Meeting
2. May 24, 2021 - Study Session
3. May 24, 2021 - Regular Session
4. May 24, 2021 - Work Session
5. June 7, 2021 - Work Session
6. June 7, 2021 - Joint City Council/Financial Commission Meeting

6b. LICENSES

AMUSEMENT DEVICES

Metro Coin Sales	6301 Shingle Creek Pkwy Brooklyn Center MN 55430
Theisen Vending Company	2335 Nevada Ave Golden Valley MN 55427
Family Dollar	2105 57th Ave N Brooklyn Center MN 55430
Jammin Wings	2590 Freeway Blvd Brooklyn Center MN 55430

FIREWORKS PERMANENT

Diamond Lake 1994 LLC dba Cub Foods	3245 Co Rd 10 Brooklyn Center MN 55429

FIREWORKS TEMPORARY

American Promotional Events dba TNT Fireworks	3245 Co Rd 10 Brooklyn Center MN 55429

GARBAGE HAULER

Ace Solid Waste, Inc	6601 McKinley St NW Ramsey MN 55303
Curbside Waste	4025 85th Ave N Brooklyn Park MN 55443
Darling Ingredients Inc	9000 382nd Ave N Blue Earth MN 56013
Farmers Union Industries dba Midwest Grease	PO Box 319 Redwood Falls MN 56013
Walz Brothers Sanitation	PO Box 627 Osseo MN 55369

HOSPITALITY ACCOMMODATIONS

Quality Inn	600 James Cir Brooklyn Center MN 55430

MECHANICAL LICENSES

BWS Plumbing Heating	7251 Washington Ave S Edina MN 44439
Bettin Inc Ecowater Systems	3208 1st S Waite Park MN 56387
HVAC Doctor	2863 S Coon Creek Dr Andover Mn 55304
Professional Mechanical Services	19640 200th Ave NW Big Lake MN 55309
Schadegg Mechanical Inc	225 Bridgepoint Dr South St Paul MN 55075

RENTAL

INITIAL (TYPE IV – six-month license)

6012 York Ave. N.	Empire Care Systems

INITIAL (TYPE III – one-year license)

7018 Brooklyn Blvd.	Dawn Valerius/ Mains'l Communities
5325 Knox Ave. N.	Maria Collaguazo

INITIAL (TYPE II – two-year license)

5336 Sailor La.	Toni Agene

RENEWAL (TYPE IV – six-month license)

3218 63rd Ave. N.	My Truong/Madison Ave. Homes LLC
5510 France Ave. N.	Kin Chew / Iasis LLC – met requirements
5618 Hillsview Road	Bobbie & Nita Morelock – met requirements
7148 Morgan Ave. N.	Fred Hanus – met requirements

RENEWAL (TYPE III – one-year license)

3401 47th Ave. N. Ryan Lake Apartments	BMW Holdings c/o HBG
6101 Beard Ave. N. Beard Ave. Apartments	B&M Wallman/BMW Holdings c/o Halverson Blaiser Group
6915 Humboldt Ave. N. Lynwood Pointe Apartments	Steve Scott Management
3141 49th Ave. N.	Mark Colville/CCF3 LLC
3224 62nd Ave. N.	Michael Mills
3501 62nd Ave. N.	Doreen Kalema
2925 69th Ln. N.	Best Management Co – waive CPTED
5432 Dupont Ave. N.	Xiangming Guan – met requirements
5214 Ewing Ave. N.	My Trong & My Lam – met requirements
7001 Fremont Ave. N.	HPA Borrower 2018-1 ML LLC – waive CPTED
6749 Humboldt Ave. N.	Patrick Nguyen – missing CFH cert
5301 Logan Ave. N.	MNSF II LLC – missing CPTED follow up

RENEWAL (TYPE II – two-year license)

1300 67th Ave. N.	Roger & Elizabeth Family Properties
5400-02 Russell Ave. N.	Tai Pham
6018 Admiral Pl.	Lutheran Social Services
6000 Bryant Ave. N.	Shirzad Raimi
5448 Dupont Ave. N.	Paul Gathumbi
5921 Ewing Ave. N.	Manuel Bonete
6436 Fremont Ave. N.	Excel Properties, LLC
6912 Logan Ave. N.	HPA Borrower 2017-1 LLC
5218 Paul Dr.	Oyejola Azum

RENEWAL (TYPE I – three-year license)

3305 53rd Ave. N.	Lake Pointe Apartments LLC
1701 69th Ave. N.	Earle Brown Farm Investment
6100 Summit Dr.	James Soderberg/Lux Apartments LLC
4225 66th Ave. N.	Sesan Ogunnran/EE&J Investments LLC
2006 Brookview Dr.	MNSF II LLC
6831 Drew Ave. N.	David Gardner
5201 Ewing Ave. N.	Xian Lin / Infinite Property
6014 Girard Ave. N.	RIFIVE Investments / Douglas Sahl
5720 Logan Ave. N.	Jennifer Kuria
3019 Mumford Rd.	Morris Matthews
50000 Zenith Ave. N.	Xian Lin / Prosperous Property LLC

SIGNHANGER

Indigo Signworks Inc	4133 Iowa St Ste 100 Alexandria MN 56308

6c. RESOLUTION NO. 2021-76 ACCEPTING WORK PERFORMED AND AUTHORIZING FINAL PAYMENT, IMPROVEMENT PROJECT NO. 2020-07, WATER TOWER NO. 1 REHABILITATION

6d. RESOLUTION NO. 2021-77 ACCEPTING WORK PERFORMED AND AUTHORIZING FINAL PAYMENT, IMPROVEMENT PROJECT NOS. 2018-08 AN 2019-05, BELLVUE AND SOUTHEAST AREA MILL AND OVERLAY IMPROVEMENTS

6e. RESOLUTION NO. 2021-78 RELATING TO THE ISSUANCE OF CONDUIT REVENUE BONDS TO FINANCE THE COSTS OF A MULTIFAMILY HOUSING DEVELOPMENT (THE CREST APARTMENTS PROJECT)

6f. RESOLUTION NO. 2021-79 ADOPTING ANNUAL COMPREHENSIVE FINANCIAL REPORT OF THE CITY OF BROOKLYN CENTER FOR THE CALENDAR YEAR ENDED DECEMBER 31, 2021

Motion passed unanimously.

7. PRESENTATIONS/PROCLAMATIONS/RECOGNITIONS/DONATIONS

7a. UPDATE FROM OUR SISTER'S KEEPER

Dr. Edwards stated Our Sister's Keepers (OSK) has been contracted by the City to do extensive work with residents within apartments and on Humboldt Avenue. He invited Ms. Beekman to introduce the item.

Community Development Director Meg Beekman stated this agenda item is a follow-up to the City's work with residents who live in the vicinity of the police station. Early on, the City engaged with OSK to assist in providing resources and navigation and connecting with services at the County and other service providers. They also provided relief to meet the needs of residents on a one-on-one basis. OSK has been doing this work for the last couple of months and now is a good time to update the City Council on this work and what is left to do as we move forward. She introduced Ms. Turk from OSK who was in attendance to present on their activities and provide an update on outcomes.

LaToya Turk, Executive Director and Cofounder of Our Sister's Keeper, stated they are a nonprofit BIPOC organization created by a woman with a unique approach to community crisis management. They were contracted to be Brooklyn Center's community resource navigators with an emphasis on trauma treatment and community empowerment. Ms. Turk stated they initially got involved through a resident community crisis call on April 25, 2021, with concerns about the Police Department, building security, nutritional deficit, fear and anxiety over what was happening, and what would continue to happen. The caller was also concerned with communication with City officials, property management, and other residents and businesses in

the area. There was an extreme concern over tear gas usage and heightened financial burdens due to civil unrest, housing concerns, and disruption of academic resources during distance learning.

Ms. Turk stated as resource navigators, through surveying and calling residents and City officials, OSK decided the best response would be community engagement events focused around safety, health, life essentials, resources, and local businesses. One of the issues residents were concerned with related to building security so, through City officials, W&W Protection was contracted with on-site intervention, locks on the doors were repaired, additional trash canisters and trash removal were handled, and communication and assisting with dialogue with City officials to assure processes were put in place to assist residents. Parking and towing of vehicles were also issues they worked on with property management and W&W Protection to create a process for parking in designated parking areas. OSK is now working with business leaders in the area, community residents, and the Police Department to address fencing and traffic lanes in front of the Police Department.

Ms. Turk stated the nutritional deficit concern was addressed by forging community partnerships including Community Church for the weekly distribution of culturally appropriate food and meals to families afraid to go out in the community or without access to grocery stores. Those relationships continue with the City's local food shelves to assure accessibility of all residents. That piece is ongoing and food distributions are now bi-weekly at Community Church.

Ms. Turk stated they addressed resident's fear and anxiety and acute trauma by holding weekly community events, collaboration with City officials to speak to residents at the weekly community meetings about events that occurred, as well as plans going forward. They were also invited to upcoming community engagement events. Ms. Turk stated they activated the mental health reserve to provide mental health professionals for adults and children each week on Sundays for May and that will continue at upcoming community events. OSK also hosted youth community activities through REC on the Go to provide fun activities. Ms. Turk explained their initial interaction with children showed they were very afraid, there were tanks on their front yards, and over the three-week course of being able to work with REC on the Go, they saw kids start to smile again. She stated they continue to have community engagement events that focus on mental support for residents.

Ms. Turk stated the ability to communicate with residents and City leaders and get accurate information was a concern addressed at the community events when information is also given on opportunities for residents to be part of community engagements. Last week they hosted a dialogue between Brooklyn Center police officers and community residents regarding traffic control in front of the police station with school letting out. There was concern about the gate taking over the sidewalk and how kids would walk safely in the area. OSK is also canvassing and talking to residents and business owners to determine their needs.

Ms. Turk stated there are a lot of kids in this area so getting activities for them that allow them to continue to grow as young adolescents are vital. She invited anyone who knows how to Double Dutch to join them.

Ms. Turk stated tear gas usage was another concern so they have been talking with Ms. Beekman who has been collaborating with other entities on the composition of the tear gas. She stated some families are experiencing residual effects to the tear gas usage and she also has had dialogue with the medical community to figure out the direction they can take to support the community.

Ms. Turk stated the majority of residents in this area live below the poverty level so having to leave their home and the host of other expenses during the 14 days of unrest placed a financial burden on some of the families. In collaboration with City officials and surveys completed to assess needs, the City reimbursement plan was disbursed. They are finishing up on priority area 1 at this time and will continue to have community partnerships and utilize community resources to address the financial disparities in the community.

Ms. Turk explained the housing and academic resources issue was addressed by collaborating with City officials, assessing needs, and utilizing community partnerships such as Whathelp.com and ACER, which have been a big help in providing housing resources to the community and connect residents with already available resources. She stated OSK will continue those partnerships and have them present at community engagement events to address those disparities as well. Ms. Turk displayed pictures of OSK events and stated this is a summary of their work over the past five weeks.

Mayor Elliott thanked Ms. Turk for the presentation, noting OSK has done a good job.

Councilmember Ryan expressed his appreciation to OSK for stepping up and assisting in helping folks who were caught up in the unfortunate situation where they faced so many challenges and a truly unprecedented situation for the City. He stated it was something the City with its resources was not prepared to respond to and our hearts go out to those who have suffered by being in the unfortunate position to have experienced all the ill effects of the civil unrest. Councilmember Ryan offered kudos to OSK and stated he greatly appreciates their well-directed, well-organized efforts to assist our residents who live across the street from the police station.

Ms. Turk thanked Councilmember Ryan for his comments.

Councilmember Graves thanked OSK for their work with the community and Ms. Turk for the presentation tonight. She asked Ms. Turk if OSK has an estimate on the individuals or families they have worked with and would comment on one challenge and one success story. She stated she would like to think about this work, what has worked well, what can be improved upon, and ways to continue to support the community moving forward.

Ms. Turk explained that as of today, they have worked with 54 families and there are about 80 families in the priority 1 area they will be working with, so they are about halfway. The largest challenge would be the amount of need for mental health resources and the second biggest challenge would be the ongoing medical concerns related to tear gas. She explained the mental health needs are not due only to the recent unrest but also a concern before that time and finding appropriate mental health providers to address one of the most diverse communities. So, having brown bodies in brown spaces is helpful to open that dialogue for potential treatment.

Ms. Turk stated the success seen is that when they started five weeks ago, those residents did not trust anyone so having a resource navigator with a familiar face to help processes has resulted in follow-up calls from residents about accomplishments they are having. Also, just getting back to some normalcy. She could not say an area that could be improved as they are now writing the 'blueprint' for this type of situation. She applauded the City Council and City staff of Brooklyn Center for their quick response, noting a debrief will be needed at the end of all of this.

Councilmember Graves stated she hopes Ms. Turk considers her as a potential resource in the community as a BIPOC woman, Yogi, meditation, and mindfulness practitioner. She stated she would be happy to talk with Ms. Turk about potential activities she could help with around mental health as well. Ms. Turk thanked Councilmember Graves for that offer.

Mayor Elliott again thanked Ms. Turk for the update from OSK.

Mayor Elliott moved and Councilmember Ryan seconded to accept the presentation from Our Sister's Keeper.

Motion passed unanimously.

7b. RESOLUTION NO. 2021-80 EXPRESSING RECOGNITION AND APPRECIATION FOR THE DEDICATED PUBLIC SERVICE OF CRIME PREVENTION SPECIALIST BECKIE BOIE

Dr. Edwards introduced the item and stated he did have the privilege, during his tenure with Brooklyn Center, to work with Ms. Boie and in particular around the neighborhood meetings, National Night Out, and other work with community organizations on behalf of the City on crime prevention efforts. He stated it has been a joy to work with Ms. Boie over that period and wished her the best and many years ahead as she retires to the lake. Dr. Edwards invited Acting Police Chief Gruenig to present the staff report followed by Mayor Elliott reading the resolution into the record.

Acting Police Chief Tony Gruenig reviewed that Crime Prevention Specialist Becky Boie was hired by the city of Brooklyn Center to serve the community as Neighborhood Liaison, on May 8, 2002. She served the Brooklyn Center Community in two other roles throughout her career, including Police Administrative Coordinator from 2005-2008 and Crime Prevention Specialist from 2008-2021.

Mr. Gruenig stated Ms. Boie has been instrumental in working with rental properties throughout the City and building longstanding relationships with Neighborhood Watch Captains. She has also been a vital part of National Night Out, youth safety courses offered through Recreation, and Neighborhood Area Meeting initiatives. Ms. Boie is a statewide Crime Prevention leader and throughout her career, she has defined the department's Crime Prevention position.

Mr. Gruenig noted that Ms. Boie also spearheaded an 'adopt a family' effort brought forth by a local elementary school, annually since 2005. Brooklyn Center Police staff "adopt" a Brooklyn Center family in need that is nominated by a local faith organization or the Community Corner.

Money is raised, gifts (often necessities) are purchased, wrapped by police staff, and delivered. This effort was extended to all City staff involvement in 2015.

Mr. Gruenig stated Ms. Boie has represented the Brooklyn Center Police Department as an active member of the Minnesota Crime Prevention Association Board of Directors for over 15 years. She has assisted with numerous training and various efforts throughout the State and her dedicated public service and civic effort for the betterment of the community merit gratitude of the citizens of Brooklyn Center.

Mr. Gruenig stated Ms. Boie sort of created this role and had to spearhead all of the events she was a part of, created and worked on the kick-off party that was not part of the normal protocol for National Night Out, and spearheaded and successfully expanded the 'adopt a family' to several families. He stated for all of those reasons, he respectfully asked the City Council to adopt a resolution recognizing Ms. Boie's years of dedicated service.

Mayor Elliott read the resolution recognizing and honoring the service of Ms. Boie's service in full.

Councilmember Ryan stated he regrets seeing Ms. Boie leave the service of the Brooklyn Center Police Department.

Councilmember Ryan moved and Councilmember Graves seconded to adopt RESOLUTION NO. 2021-80 Expressing Recognition and Appreciation for the Dedicated Public Service of Crime Prevention Specialist Becky Boie.

Councilmember Graves stated when she started on the City Council, Ms. Boie was one of the first staff members she got to know as initially she was assigned to the Crime Prevention Commission as a liaison. That gave her a first opportunity to get into the community and know community members. She stated Ms. Boie was very welcoming and had a way about her that was upbeat and spread positivity to others she encountered. Councilmember Graves stated she appreciates everything Ms. Boie has done with the City in her years of dedicated work and the initiatives she spearheaded. She stated she hopes Ms. Boie had an understudy who can step into her big shoes.

Mayor Elliott stated he also had the pleasure of working with Ms. Boie who, over the years, has connected very well with the community and served us very well, particularly in her work with the Neighborhood Captain Program and National Night Out. He thanked Ms. Boie for her service.

Councilmember Ryan echoed the sentiments of Councilmember Graves and Mayor Elliott. He reminded all that the efforts of the Crime Prevention Specialist have been integral to the Brooklyn Center Police Department's efforts to exemplify the community policing model. He stated that should not be overlooked and he supports the passage of the resolution.

Motion passed unanimously.

8. PUBLIC HEARINGS

None.

9. PLANNING COMMISSION ITEMS

None.

10. COUNCIL CONSIDERATION ITEMS

10a. RESOLUTION NO. 2021-81 AUTHORIZING THE WITHDRAWAL FROM MINNEAPOLIS NORTHWEST TOURISM

Dr. Edwards introduced the item and stated since the last City Council discussion, he, Mayor Elliott, Councilmember Ryan, and Community Development Director Meg Beekman spoke with the Executive Director of the Minneapolis Northwest Tourism Board (MNTB). The MNTB also met to discuss their future since Maple Grove withdrew from the organization and similar action was going to be considered by Brooklyn Center as well as Brooklyn Park.

Dr. Edwards stated this item is now before the City Council to consider options. He reminded the City Council that any resolution or change requires a majority (3 affirmative votes) of the City Council to act on this matter. He invited Ms. Beekman to make the staff presentation.

Ms. Beekman explained that Brooklyn Center has been part of the MNTB for several decades. The primary purpose of the organization is to jointly market the northwest metro area, specifically Brooklyn Center, Brooklyn Park, and Maple Grove. They focus on tourism markets, largely targeting markets outside of the region and State to bring tourism events to the northwest metro utilizing several methods. Their services also include attending trade shows to elevate the visibility of our region, develop relationships with trade organizations that may host or hold events, connect targeting marketing of the area using social media, websites, event marketing, and promotions for specific venues within the three-member cities. She reviewed events the MNTB has sponsored or more actively participated in.

Ms. Beekman stated in 2020, Maple Grove provided notice they would spend one year evaluating their future participation in the MNTB. In May of 2021, Maple Grove provided notice they would not continue participation with MNTB after December 2021. A one-year notice is required so Maple Grove will withdraw at their earliest possibility, which is December 2021.

Ms. Beekman stated last month, Brooklyn Park held a work session to discuss this topic and that the city council directed their staff to provide notice they will withdraw from the MNTB as well. Ms. Beekman explained that Brooklyn Park and Brooklyn Center have a different notification period than Maple Grove and need to provide an 18-month notice. Brooklyn Park will submit their notice by the end of this month, which means they will exit the organization in December 2022. Brooklyn Center is in a similar position at this point to decide how it wants to proceed.

Ms. Beekman stated at May 24, 2021, Work Session, the Brooklyn Center City Council discussed this item and directed staff to prepare a notice for withdrawal and also to meet with the Executive

Director and have a conversation about the options and how the City might move forward. Ms. Beekman stated the options were discussed in detail at the May 24, 2021, Work Session.

Ms. Beekman explained the MNTB is funded through a State-authorized 3% lodging tax on hotel room rentals so guests staying in hotels in these three cities pay an additional 3% tax on their room. That 3% is collected by the hotel and remitted back to the cities through a State law that allows cities to do that. Brooklyn Center also received special legislation to impose a 6% lodging tax, half of which is transferred to the general fund. State law requires the base 3% collected must go to fund a convention and visitors bureau, which can take different forms.

Ms. Beekman stated in the MNTB, Maple Grove has over half the hotel rooms between the three participating cities and therefore contributes over half the budget to the organization. Removal of 50% to 100% of Maple Grove's lodging tax revenue will significantly alter the MNTB budget moving forward. So, short-term decisions will need to be made on how that organization will continue to function, if it will continue to function, as well as conversations for the City to think, long-term, how it wants to address tourism.

Ms. Beekman noted on June 9, 2021, the MNTB held a Board meeting and determined to create a separate committee that includes Brooklyn Center and Brooklyn Park participants to determine the future of tourism in these cities and manage the transition starting January 1st. This recognizes the near-term need to figure out what to do with the organization over the next 18 months and also thinking more long-term about what tourism will look like in the future.

Ms. Beekman stated next steps include Brooklyn Center providing notice by June 30, 2021, to be able to withdraw by December 31, 2022. That action is before the City Council tonight. She noted the MNTB contract does not allow for rescinding the letter once submitted. However, in talking with the Executive Director and Brooklyn Park, it was clear that simply providing a notice to withdraw does not necessarily mean the organization will come to an end on December 31, 2022. She stated more conversations and decision-making need to be made about how the organization will function over the next year and beyond if it will continue to function. So, there is still room to have that conversation.

Ms. Beekman explained one option on the table would be for Brooklyn Center to retain the MNTB organizational structure and reshape it in ways that suit the City and our purposes around tourism with Brooklyn Park and Maple Grove exiting the program. Other options are to terminate that organization and have Brooklyn Center create something entirely new or partnering with Brooklyn Park on a joint tourism board. However, it is known that if the City does not provide this notice to withdraw, then the options become more limited since exiting the organization won't be possible until the end of 2022.

Ms. Beekman stated next steps also include thinking about forming the committee and likely partnering with Brooklyn Park during that exploration. This is not to say they will necessarily form an organization on their own or even continue to partner but there is logic to working together as they explore paths and options and pros and cons of different outcomes. There is also the need to manage the transition of the MNTB starting January 1st when Maple Grove will be exiting. Another step is implementing a path forward for Brooklyn Center specifically beyond 2022. Ms.

Beekman stated the action before the City Council is to approve a resolution to authorize the withdrawal from MNTB. She offered to answer questions of the City Council.

Mayor Elliott reviewed the City Council's past discussions on this item, noting he, Councilmember Ryan, and staff met with the MNTB Executive Director to discuss issues surrounding the current state of the organization, potential of Brooklyn Center withdrawing in light of actions taken by Maple Grove, and what that future might look like. It was a very informative meeting and Brooklyn Center is in an advantageous position because it can levy twice as much lodging tax. He stated this presents a great opportunity and he supports exploring jointly and working with Brooklyn Park. He is also interested in a process that explores what it would be like for Brooklyn Center to create its bureau, much like the cities of Plymouth and Maple Grove. Mayor Elliott noted the City will have a year to make a final determination as to whether to remove itself from the organization.

Mayor Elliott stated at this point, all options are on the table and the City can determine what would be best for Brooklyn Center. He stated the City is unique in many ways from surrounding cities and is creating a unique brand in being forward-thinking, forward-leaning, transformational, and inclusive with a focus on equity. He stated pairing that with economic transformation to create a unique economy that can offer an inclusive offering of food and redesigning what that looks like, the City will be in a position to promote Brooklyn Center as the destination. For him, that is where the conversation about the former Sears site evolves, creating a destination that is truly unique and built on the rich diversity of our cultures.

Councilmember Ryan stated he participated in the meeting that the Community Development Director referred to and the action tonight, to approve the resolution authorizing a withdrawal from MNTB, will preserve the range of options to the City where the City Council, at the advice of staff, can come up with the best future model to pursue those goals. He stated he supports approving that resolution tonight.

Councilmember Graves noted a caller would like to speak to this issue.

Mary Ann Perpich Japs, representing Fairfield Inn & Suites of Brooklyn Center, stated they are coming up on their first anniversary of opening. She thanked the City Council for the opportunity to speak, noting she has spoken to a few Brooklyn Center area hoteliers and they feel whatever decision is reached, the hoteliers should have a voice in it and all options should be explored. Ms. Perpich Japs stated she realizes the City Council is considering withdrawal from the MNTB but as she looks at the four options, she truly believes that it makes more sense for Brooklyn Center and Brooklyn Park to partner as they will be stronger together. She noted Ms. Beekman had mentioned retaining and reshaping the staff and resources of MNTB, which she thinks is the best option going forward.

Ms. Perpich Japs clarified there had been discussion whether only the larger hotels pay the 3% but of all 10 hotels, they all pay the 3% regardless. She stated they are only an 82-room property and pay the 3% tax in addition to the neighboring Embassy Suites with 175 rooms and the Radisson at 174 rooms. She sees some fun branding ideas with the two Brooklyns. In addition, the MNTB is already well established and regarded in the outstate area with associations, meeting planners, and

the ability to bring out state meetings to us. Ms. Perpich Japs stated rather than having 10 hotels, Brooklyn Park brings 14 hotels plus the Marriott Northwest, a large venue with 60,000 square feet of meeting space, which is a strong draw. She stated the Earle Brown Heritage Center also has large capacity meeting spaces. She stated regardless, whatever a decision is made, it would make financial sense for all of the hotels in Brooklyn Center and she would like to be involved with the committee formed with Brooklyn Park and Brooklyn Center to discuss the options.

Mayor Elliott asked the City Council to consider the resolution, noting it is important for the City to keep its options open even if in the end, the organization is retained, a new organization is formed, or a partnership is created with Brooklyn Park. They need to study why the organization wasn't working, citing a comment from the Earle Brown Heritage Center saying they hadn't seen the benefit from the organization. He stated whether or not the name MNTB is a successful brand is an opening question, or whether they just retain the assets, are some of the options to explore with an open mind. He felt considering whether to partner with Brooklyn Park is premature at this time. Mayor Elliott stated he has visited other visitor bureaus in other cities and thinks the City has an opportunity so he doesn't want the City to have only one approach.

Mayor Elliott opened the floor for comment.

Laurie B. stated she has been in the travel industry for 26 years, does not see the value in the program, and thinks 3% is a hefty charge for the City when they could be using travel agents as a resource for free. She supported marketing through travel agents to do this work in this community, noting they are close to Minneapolis and in a position the City could profit from the hotels in this area. She did not feel paying 3% was offering any advantages over what a travel agent could do at no cost.

Mayor Elliott stated that underscores the need to stay open and think about how the City is collecting the tax and ultimately spending the resources in the City.

No other public comments were offered. Mayor Elliott read in full the resolution before the City Council for consideration.

Councilmember Ryan moved and Mayor Elliott seconded to adopt RESOLUTION NO. 2021-81 Authorizing Withdrawal from Minneapolis Northwest Tourism.

Motion passed unanimously.

10b. RESOLUTION AUTHORIZING A COMMUNITY ENGAGEMENT PILOT PROGRAM WITH COMMUNITY PARTNERS FOR THE OPPORTUNITY SITE

This item was removed from the agenda upon its adoption.

10c. PROPOSED ORDINANCE AMENDMENT TO CHAPTER 19 ALLOWING THE REGULATING OF NATIVE PRAIRIE GRASS AND NATURALISTIC VEGETATION

Dr. Edwards introduced the item, noting this item had been scheduled before the City Council but due to COVID and other things, pushed back. Tonight, it is before the City Council for presentation and discussion. He invited Ms. Beekman to make the staff presentation.

Ms. Beekman stated staff has been working on this item for quite some time but due to schedules and agendas, it has been pushed back a few times. She stated the City has a Noxious Weeds Ordinance that requires property owners to destroy noxious weeds and grass that is at a height of 8 inches or greater or has gone or is about to go to seed. The ordinance allows natural preserves in publicly owned land designated as a park or open spaces but it prohibits natural preserves on private properties.

Ms. Beekman explained the current ordinance does not allow for natural prairie grass, which is typically taller than 8 inches in height and native Minnesota grasses are typically much taller than that. The City's code does allow for flower gardens but there are no clear guidelines on maintaining them so it is a gray area with enforcement and it does not come up frequently so it is addressed on a case-by-case basis.

Ms. Beekman advised that several surrounding communities have adopted ordinances that allow the installation of native prairie grass plantings in gardens and this has been an increasing trend for a few years. This is not a new phenomenon and these types of ordinances typically address setbacks from neighboring properties, some require a landscaping permit, and size maximums or percentage of the total yard that can be contained in native prairie grasses. Sometimes requirements are also included for edging, fencing, or some kind of management plan. She stated staff looked at a number of those ordinances and used some of that information as a template for the City.

Ms. Beekman noted the City did adopt an ordinance to allow residents to keep honey bees in February of 2019 and that ordinance lays out specific rules on how to obtain a license to keep bees. There are also setbacks for the hives and minimal screen requirements, but it is a fairly simple process to obtain a license and the intention is to track where bees are kept in the event the City receives any complaints.

Ms. Beekman explained the rules in the bee-keeping ordinance do not include or regulate bee or other pollinator-friendly plants. The ordinance under consideration would provide guidelines on the requirements of these types of gardens. It asks residents to obtain a permit under an administrative process similar to the bee-keeping license. The intention is more to track locations so the City can address complaints right away. The draft ordinance includes setback requirements, that they are maintained (mowed) at least one time per year, and located in a clearly defined area with a sign indicating it is a native or natural vegetation area. It cannot be grown in the right-of-way or extend more than three growing seasons, which speaks more to the maintenance and when it has to be reseeded.

Ms. Beekman stated staff worked with the City Attorney to draft the ordinance, which was brought to the Housing Commission on May 18, 2021, for review and discussion. The Housing Commission was generally supportive and recommended several changes. The ordinance lists specific plant materials, plant materials that are prohibited, and references State and local

organizations. The Housing Commission requested more clarity and reference to best practices that are readily available to be named within the ordinance. They also requested additional clarification on how the approval or denial process would be handled, specifically the denial process and when that might be the case. Staff worked with the City Attorney to address the Housing Commission's concerns.

Ms. Beekman stated the recommendation this evening would be to approve the first reading of the ordinance and accept the changes recommended by the Housing Commission, which staff will incorporate into the ordinance language. The second reading and public hearing would be held on July 12, 2021. Ms. Beekman offered to answer questions of the City Council.

Mayor Elliott thanked Ms. Beekman for the presentation and stated he thinks this is a giant step in the right direction. He asked about the three-year requirement for reseeding. Ms. Beekman stated she will need to get back to the Mayor on that question.

Mayor Elliott stated the No Mow May initiative was championed by the University of Minnesota and asked whether they have been asked for comment or recommendation on this ordinance to promote native grasses and plants.

Ms. Beekman stated part of the discussion held by the Housing Commission related to best practices and the University of Minnesota has done substantial work on native grasses but they do not have a sample ordinance per se related to this particular item. They do have information on best practices around maintenance and tips on how to promote and maintain native vegetation. And, for it to be successful and functional, it is important to keep out noxious weeds that are not native or may overtake native plantings. The Housing Commission wanted to strengthen the language that referenced outside resources. Ms. Beekman stated the University of Minnesota has not provided comment on this draft ordinance and they would probably be silent on issues such as setbacks and structure of the ordinance.

Mayor Elliott asked about the process to obtain a permit and whether the process is onerous and yet another permit you have to get or if the resident can plant native grasses and then the City follow up should there be a violation.

Ms. Beekman stated the Housing Commission discussed this as well and weighed the pros and cons, similar to the beekeeping discussion. She explained the City does not want to create a process that is burdensome or costs money or takes a lot of time. But, balancing that, in code enforcement, long grass is the number one call in terms of complaint received and something enforcement officers spend an exorbitant amount of time on, particularly in the May-June timeframe growing season. Recognizing if there is a process in place, such as a registration instead of a permit, would save time in having to verify it by going out to the property compared to being able to look it up at the time of the call.

Mayor Elliott stated he can see having a registry but a full-blown permit would be onerous. He stated he would like to see a process with a registry to reduce the burden.

Mayor Elliott moved and Councilmember Ryan seconded to approve first reading of an Ordinance

amendment to Chapter 19 of the City Code of Ordinances regarding Regulating Native Prairie Grass and Naturalistic Vegetation as amended to include the Housing Commission's recommendation and calling for a public hearing and second reading to be held on July 12, 2021.

Motion passed unanimously.

10d. COMMISSION APPOINTMENTS

Mayor Elliott requested ratification of the following reappointments to the Financial Commission: Taneshia Kragness and David Dwapu.

Mayor Elliott moved and Councilmember Ryan seconded to ratify Mayoral reappointments of Taneshia Kragness and David Dwapu to the Finance Commission with terms expiring on December 31, 2023.

Motion passed unanimously.

Councilmember Graves stated a couple of people have applied for reappointment on the Park & Recreation Commission and there are still two seats open. She asked that those members who have reapplied for reappointment be brought forward at an upcoming meeting.

Mayor Elliott stated he will follow up on those appointments.

Councilmember Ryan noted that Financial Commissioner Dean Van Der Werf has served since 2015 despite his term expiring at the end of 2018. He asked if Mr. Van Der Werf had requested a reappointment. Mayor Elliott stated Mr. Van Der Werf has already been reappointed. Councilmember Ryan thanked Mayor Elliott for that clarification.

Councilmember Ryan stated he concurs with Councilmember Graves that Park and Recreation Commissioners be brought up for reappointment.

Mayor Elliott stated he wants to have some conversations on the appointment process, noting one of the findings on the current commission report about political uprisings is lack of political voice in political processes from communities of color and particularly from the black community. He stated he is taking a real look at these commissions to make sure there is diversity and representation from these communities. Mayor Elliott stated this has slowed the process but they are ramping back up and have the postings available that are being translated into different languages so there is more diversity on the commissions. He stated some people want to be reappointed and he is making some but with others, he needs to appoint other people to those seats.

Mayor Elliott stated he feels the pressure and the easy thing to do is to reappoint but he knows there is something else we need to do to make sure we are being more inclusive as a community. He explained there have been some interruptions to do the type of engagement needed to get applications but he has gone to St. Alphonsus to recruit from that community and tried to go to the Hmong Alliance Church but could not get there due to road construction. He stated he is trying to make sure the City recruits from some of these communities for the open seats and he wants to be

intentional and not succumb to the pressure of reappointing people who have reapplied.

Councilmember Graves stated she hears Mayor Elliott and appreciates the efforts he is making to reach out to our more diverse community members. She also believes she is not succumbing to pressure; she is thinking about having functioning Commissions and recognizing the time commitment, expertise, and institutional knowledge that many of our members bring. She stated even if they are white, they are still adding to the diversity of the Commission. To her, she is thinking specifically about Arvid Sorenson who served as the Chair of the Park and Recreation Commission for many years and does an excellent job of it, is very organized, and consistent. Also, two of the longer-term members passed away and one resigned, which was a loss to the Commission. She noted that Travis Bonovsky is also up for reappointment and has done a lot with Boy Scouts and connected with the wildlife at Palmer Lake.

Councilmember Graves stated there needs to be a focus too on what areas of the City are covered by the Commissioners, not just diversity of race or gender or age, but also diversity of location within the City, experience level, and knowledge about how the Commission works. Councilmember Graves stated those are all diversity points and the City Council needs to be thinking about that as well as more demographic diversity levels. She restated she appreciates Mayor Elliott's efforts and agrees with him, but does not want him to become so narrowly focused that he is not seeing the diversity of other components beyond race, age, or gender.

Mayor Elliott stated he appreciates that perspective and we need experience on these Commissions and institutional knowledge. That is the point of some of the reappointments, to find that balance. He clarified he was referring to himself succumbing to the pressure of reappointments. Mayor Elliott commented on the need to strike a balance in all areas including geographic location in the City.

Mayor Elliott stated he will bring up some for reappointments and has had a conversation with staff to ramp up recruitment. He will also talk with the Commissioners and hopefully, some can continue to serve. He stated some Commissioners have reached out to him and say, 'I think you should appoint someone to my seat that represents the increasing diversity of our community in terms of race.'

Councilmember Ryan stated he concurs with Councilmember Graves. He noted when this is brought back before all five Council Members, we should look at a process that does not place just the Mayor in the hot seat on this and come up with a process that both facilitates the broad-based recruitment and answers those concerns just expressed. At the same time, the City Council should try to reinforce that institutional memory that legacy Commissioners can bring and assist in the process.

Councilmember Ryan stated he thinks the City Council should terminate the current discussion but keep those issues in mind for the next time this comes up.

10e. CITY MANAGER APPOINTMENT

This item was removed from the agenda upon its adoption.

11. COUNCIL REPORT

None.

12. ADJOURNMENT

Councilmember Graves moved and Mayor Elliott seconded adjournment of the City Council meeting at 8:29 p.m.

Motion passed unanimously.

Council Regular Meeting

DATE: 6/28/2021

TO: City Council
FROM: Dr. Reggie Edwards, Acting City Manager
THROUGH: N/A
BY: Mark Ebensteiner, Finance Director

SUBJECT: Resolution Approving an Amendment to the Brooklyn Center Fire Department Relief Association By-Laws

Requested Council Action:

- Motion to approve a resolution approving an amendment to the Brooklyn Center Fire Department Relief Association By-Law

Background:

Currently the City pays a lump sum of $8,500 to Fire Fighters for each year of service on the Department once they have served 10 consecutive years. The funding for this benefit is largely derived from annual payments received by the City from the State of Minnesota along with investment earnings derived from pension fund investments. Rarely has the City been required to contribute to the fund to meet funding requirements.

Based on the actuarial report from Van Iwaarden and Associates as of December 31, 2020 the fund had a balance of $3,545,920 in assets and $2,572,996 in liabilities. This results in a funding level of 138% from the 31 current members. The target policy of the relief association is to retain at least 110% of the fund requirements.

Based on this report the Association requested that the City Council consider increasing the lump sum payment of $1,500 to $10,000. This request was made at least in part to attract and retain fire fighters for the department.

The City's financial advisor, BakerTilly, reviewed the Van Iwaarden projections of the impact of the proposed $1,500 increase. The projection shows that based on a 5% annual investment return the funded status of the pension fund would remain over 100%. BakerTilly concluded that the assumptions and resulting projections are accurate in concluding that the City will not be required to make contributions to maintain the 110% funding levels through 2036.

Budget Issues:

Approval of this resolution should have no impact on the City budget. However, as noted in the memo provided by BakerTilly there is no guarantee of future investment interest rates. The City should understand that it may be called upon to make a contribution to support an increase in annual benefits to $10,000.

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Safe, Secure, Stable Community

ATTACHMENTS:

Description	Upload Date	Type
BCFRA Pension Increase Request	6/22/2021	Backup Material
FRA Analysis - Baker Tilly	6/22/2021	Backup Material
Pension Increase Resolution	6/22/2021	Resolution Letter

May 4, 2021

Reggie Edwards, Acting City Manager
City of Brooklyn Center
6301 Shingle Creek Parkway
Brooklyn Center, MN 55430
Re: $1500 Increase to Fire Service Benefit

Dear Mr. Edwards,

Enclosed please find information relative to a request to increase the current firefighter pension benefit amount from the current $8,500 per-year-of-service to $10,000 per-year-of-service. At its meeting on May 2, 2021, the Brooklyn Center Firefighters Relief Association (BCFRA) membership approved this increase and directed the board to make a formal request for city approval.

Background of the Association
Relief associations are governmental entities that receive and manage public money to provide retirement benefits for individuals providing the governmental services of firefighting and emergency first response. Relief associations are required under Minnesota Statutes, chapters 356 and 424A, to report annually financial, investment, and plan administration information to the Office of the State Auditor (OSA), and the State Auditor is required to provide a detailed report to the Legislature under Minnesota Statutes, sections 6.72 and 356.219.

The BCFRA is made up of the active paid-on-call members of the Brooklyn Center Fire Department. The purpose of the association is to provide retirement, disability and death benefits to the members or beneficiaries of members of the department. The pension benefit is not only a recruitment tool, but also a way to encourage the part-time/paid-on-call members to "stay on the job" and supports retention.

The State of Minnesota has provided the major share of funding for the association through distribution of the money collected from a gross earnings tax on fire insurance premiums sold in the state, also known as "2% Money". The funds are allocated back to the departments based on the population and property values in the area served by that department. There is a strong relationship between state fire aid and the number of fire-related calls a fire department responds each year. The state fire aid was established in 1885 and has been the most stable source of funding. The City has not needed to financially support the Relief Association in many years and does not normally need to do so.

State law requires that a relief association be governed by a nine-member board of trustees. The BCFRA is directed by six trustees elected by members of the relief association, the fire chief, the city Finance Director, and the Mayor.

Type of Pension
The members of the BCFRA are covered by a defined benefit plan. A defined-benefit retirement plan provides a retirement benefit that is predetermined based on a formula. The unknown variable for a defined-benefit retirement plan is the amount of funding needed to support the predetermined benefits. Benefits are funded through a combination of fire state aid, municipal contributions, and investment earnings. The City of Brooklyn Center has never added an ongoing municipal contribution.

Most defined-benefit relief associations in Minnesota are lump-sum plans (including the BCFRA plan), meaning they pay benefits as a one-time lump-sum payment to members upon their retirement. In lump-sum plans, benefits are paid to members based on an annual benefit level in effect at the time of the member's separation from active service and membership. Lump-sum plans are the most common plan type because they are generally easier to administer and have fewer associated administrative costs.

Investments

The relief association's assets are invested through The Parr-McKnight Wealth Management Group, of Wells Fargo Advisors. The relief association has adopted an Investment Policy Statement for the investment for our pension fund. Our target investment allocation is sixty percent in stocks, thirty-five percent in bonds and five percent in cash. We rebalance to our target allocation annually. The BCFRA Board believes in long-term investing and has resisted attempting to time market moves.

Action Requested

The BCFRA is requesting to increase in our pension amount from $8,500 to $10,000 per-year-of-service. This is an excellent way to increase the fire fighter compensation package without impacting the city budget. The last pension increase was $800 in 2018, which brought us to the current $8,500 per-year-of-service. Enclosed please find the January 2021 actuarial report from Van Iwaarden Associates as well as a supplemental report from March 2021 specifically regarding this potential increase.

The supplemental study includes increase scenarios of $9,000, $9,500 and $10,000; all using a 5% investment return and a constant 40 active firefighters. More specifically, it shows that an increase to $10,000 requires no contribution needed from the City throughout the entire length of the benefit study and it allows us to remain funded in excess of our goal of 110%.

Please note that the fire department has not been at the full complement of 40 members for many years. However, the study used the authorized number of 40. In addition, we feel strongly that a 5% investment return is an appropriate rate to use in this analysis, and was also used in the last analysis.

This request is in line with our guideline to remain at least 110% funded, as well as our goal of pursuing increases in the per-year-of-service pension amount with monies above 110%, to continue to move toward the state allowed maximum of $15,000.

The BCFRA board believes that it has fiduciary responsibilities to both the membership and to the Council. The responsibility to the membership is to seek the highest financially sound benefit level. The responsibility to the Council is to not expose the city to any financial risk which could lead to mandatory contributions. Based on the analysis, there does not appear to be a financial risk.

We respectfully request that the City of Brooklyn Center approve this increase and suggest it be instituted on the 1st of the month following its adoption. Thank you in advance for your consideration and support.

Sincerely,

Christopher Kummer

President Chris Kummer



BROOKLYN CENTER FIREFIGHTER'S RELIEF ASSOCIATION

January 1, 2021

Actuarial Valuation of Statutory Funding Requirements

February 19, 2021

VAN IWAARDEN ASSOCIATES ONE HUNDRED SOUTH FIFTH STREET, SUITE 1900 MINNEAPOLIS, MN 55402

612.596.5960 *toll free:* 888.596.5960 WWW.VANIWAARDEN.COM

BROOKLYN CENTER FIREFIGHTER'S RELIEF ASSOCIATION

January 1, 2021 Actuarial Valuation

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BROOKLYN CENTER FIREFIGHTER'S RELIEF ASSOCIATION

January 1, 2021 Actuarial Valuation

Introduction and Actuarial Certification

Purposes of the valuation

This report presents the results of the January 1, 2021 statutory funding valuation for the Brooklyn Center Firefighter's Relief Association. Its sole purpose is to determine the annual municipal obligation to the plan and should not be used for any other purpose. Computations for other purposes, such as plan accounting, may differ significantly from the results shown in this report.

This report may not be used for any other purpose, and Van Iwaarden Associates is not responsible for the consequences of any unauthorized use. Its content may not be modified, incorporated into or used in other material, or otherwise provided, in whole or in part, to any other person or entity, without our permission.

Sources of data

The Relief Association supplied the January 1, 2021 data for all active, terminated, and retired members, and asset data for the special fund. We have relied on that data in preparing this report.

Changes from the previous valuation

The prior actuarial valuation of the plan was prepared as of January 1, 2019. Changes to the plan provisions and actuarial assumptions reflected in this valuation are described at the end of each of those sections in this report. These changes include:

- The lump sum benefit multiplier was increased from $7,700 to $8,500 per year of service.
- Mortality rates were changed to those used in the most recent Minnesota PERA Police & Fire Plan actuarial valuation.

Summary of valuation results

The actuarial accrued liability used for determining the minimum required contribution decreased from $2,809,184 as of January 1, 2019 to $2,572,996 as of January 1, 2021 primarily due to benefits paid from the plan. Special Fund assets increased from $3,405,643 as of January 1, 2019 to $3,545,920 as of December 31, 2020. As a result, the plan's funded status increased from 121.23% to 137.81%.

The annual statutory contribution based on the results of this report before any offset for State Aid is $48,372, down from $67,773 determined by the 2019 valuation.

The State Aid amount is not yet known, but if the amount stays at the level paid in 2020 ($180,079), the remaining municipal obligation would be $0 annually for fiscal years ending 2022 and 2023.

Introduction and Actuarial Certification (continued)

Actuarial certification

To the best of our knowledge, this report is complete and accurate and all Relief Association liabilities were determined in accordance with generally accepted actuarial principles and practices. Upon receipt of the report, the Relief Association should notify us if you disagree with any information contained in the report or if you are aware of any information that would affect the results that has not been communicated to us. The report will be deemed final and acceptable to the City and the Relief Association unless you notify us otherwise.

Chapter 356.216 of Minnesota Statues requires that an actuarial valuation of the fund be conducted periodically. The State Auditor has determined that a valuation must be conducted at least every two years. An actuarial valuation is a calculation to determine the normal cost and accrued liability of the fund and includes a determination of the payment necessary to amortize the unfunded liability over the stated period.

The actuarial assumptions and methods are the responsibility of the plan sponsor with the exception of the discount rate which is set by statute and is only appropriate to comply with statutory funding. We have reviewed the other assumptions and believe that they are reasonable estimates of future plan experience, both individually and in the aggregate.

We are available to answer questions on the material contained in this report or to provide explanations or further details on the results. The undersigned credentialed actuary is a consulting actuary for Van Iwaarden Associates and meets the Qualifications Standards of the American Academy of Actuaries to render the actuarial opinion contained herein. In addition, the undersigned actuary meets the requirements of an “approved actuary” under Minnesota statutes, Section 356.215, Subdivision 1, Paragraph (c). We are not aware of any direct or material indirect financial interest or relationship that could create a conflict of interest or impair the objectivity of our work.

Respectfully submitted,



Emily M. Knutson, FSA, EA, MAAA
Consulting Actuary

February 19, 2021
L/D/C/R: 4/ctl/emk/bkh
v.12/29/2020

BROOKLYN CENTER FIREFIGHTER'S RELIEF ASSOCIATION

January 1, 2021 Actuarial Valuation

Valuation of the Current Plan

	2021	2019
A. Actuarial accrued liability (AAL)		
1. Active members	$ 1,286,836	$ 1,506,172
2. Vested terminated members	1,084,190	1,017,939
3. Retired members	88,155	106,445
4. Spouses receiving benefits	113,815	178,628
5. Disabled members receiving benefits	0	0
6. Total actuarial accrued liability	$ 2,572,996	$ 2,809,184
B. Special fund assets	$ 3,545,920	$ 3,405,643
C. Unfunded actuarial accrued liability	$ (972,924)	$ (596,459)
D. Credit for surplus	$ (97,292)	$ (59,646)
E. Amortization payment		
1. Amortization period	N/A	N/A
2. Payment	$ 0	$ 0
F. Normal cost	$ 128,007	$ 111,161
G. Annual contribution payable:	2022, 2023	2020, 2021
1. Preliminary contribution (D. + E. + F.)	$ 30,715	$ 51,515
2. Administrative expense (previous year x 1.035)	17,657	16,258
3. Annual contribution (1. + 2.)	$ 48,372	$ 67,773
4. Estimated State Aid	(180,079)	(159,147)
5. Estimated municipal contribution (3. + 4., not less than zero)	$ 0	$ 0
H. Funded Status	137.81%	121.23%

Reconciliation of Plan Assets

	2020	2019
Additions		
Contributions		
State aid	$ 180,079	$ 165,652
Municipal contributions	0	0
Outside donations and other income	0	0
Member contributions	0	0
Total contributions	180,079	165,652
Investment income		
Net appreciation in fair value of investments	145,515	468,283
Interest and dividends	101,136	86,470
Less investment expense	(46,746)	(51,539)
Net investment income	199,905	503,214
Other additions (e.g. receivables)	0	581
Total additions	379,984	669,447
Deductions		
Benefits paid during the year	(520,165)	(350,222)
Administrative Expense	(17,060)	(21,707)
Other deductions (e.g. payables)	0	0
Total deductions	(537,225)	(371,929)
Net increase in net position	(157,241)	297,518
Net position restricted for pensions		
Beginning of year	3,703,161	3,405,643
End of year	$ 3,545,920	$ 3,703,161
Investment return for the measurement year		
By year	**5.8%**	**16.2%**
Two year period	**10.7%**	

BROOKLYN CENTER FIREFIGHTER'S RELIEF ASSOCIATION

January 1, 2021 Actuarial Valuation

Changes in the Unfunded Actuarial Accrued Liability

A. Liability gain or loss		
1. Expected actuarial accrued liability (AAL)		
a. AAL as of January 1, 2019	$	2,809,184
b. Normal cost 2019		111,161
c. Normal cost 2020		111,161
d. Benefit payments 2019		(350,222)
e. Benefit payments 2020		(520,165)
f. Interest to December 31, 2020 on a. through e.		265,455
g. Expected AAL on December 31, 2020 (sum of a. through f.)		2,426,574
2. Actual AAL on January 1, 2021		
a. Before any assumption, method or plan changes		2,447,378
b. After assumption and method changes, but before plan changes		2,451,881
c. After assumption, method and plan changes		2,572,996
3. Difference from the expected AAL		
a. (Gain) or loss due to plan experience diff from that expected (2.a. - 1.g.)		20,804
b. Due to changes in actuarial assumptions and methods (2.b. - 2.a.)		4,503
c. Due to plan changes (2.c. - 2.b.)		121,115
d. Total (a. + b. + c.)		146,422
B. Asset gain or loss		
1. Expected value of assets		
a. Value of assets on January 1, 2019		3,405,643
b. Benefit payments		(870,387)
c. Contributions		345,731
d. Interest to December 31, 2020 on a., b. and c.		321,556
e. Expected assets on December 31, 2020 (sum of a. through d.)		3,202,543
2. Actual assets as of December 31, 2020		3,545,920
3. (Gain) or loss due to plan experience different from expected (1.e. - 2.)		(343,377)
C. Changes in the unfunded actuarial accrued liability		
1. Unfunded AAL on January 1, 2019 (A.1.a. - B.1.a.)		(596,459)
2. Expected unfunded AAL on December 31, 2020 (A.1.g. - B.1.e.)		(775,969)
3. Changes		
a. Actuarial (gain) or loss (A.3.a. + B.3.)		(322,573)
b. Changes in actuarial methods and assumptions (A.3.b.)		4,503
c. Changes in plan provisions (A.3.c.)		121,115
d. Total change		(196,955)
4. Unfunded AAL on December 31, 2020		(972,924)

BROOKLYN CENTER FIREFIGHTER'S RELIEF ASSOCIATION

January 1, 2021 Actuarial Valuation

Average Available Financing

	State Aid	City Contrib	Credit for Surplus	Total	Active Members	Average Financing
2018	$ 164,147	$ 0	$ 59,646	$ 223,793	31	$ 7,219
2019	165,652	0	99,578	265,230	28	9,472
2020	180,079	0	97,292	277,371	31	8,947

Average available financing for 2021:	$ 8,546
Minimum Average Available Financing required for $8,500 lump sum multiplier:	4,587
Maximum lump sum multiplier permitted:	15,000

Notes:

- The State Aid and City Contributions shown are those made during the calendar year indicated.
- The number of active members is provided by the Relief Association for the year indicated, that is, the number as of December 31.
- The average available financing for 2021 is the average for the three years preceeding 2021 (2018 to 2020). See Minnesota Statutes §424A.02.

BROOKLYN CENTER FIREFIGHTER'S RELIEF ASSOCIATION

January 1, 2021 Actuarial Valuation

Summary of Changes in Membership

	Active	Terminated Vested	Retired	Beneficiaries	Disabled	Total
A. Members on January 1, 2019	31	11	5	12	0	59
B. Changes in the member group						
1. New active members	9					9
2. Retirements						0
3. Separation, deferred lump sum	(5)	5				0
4. Separation, not vested	(4)					(4)
5. Separation, disability benefit						0
6. Deaths				(4)		(4)
7. Lump sum distributions	(2)	(2)				(4)
8. Rehire	2					2
9. Total changes	0	3	0	(4)	0	(1)
C. Members on January 1, 2021	31	14	5	8	0	58

BROOKLYN CENTER FIREFIGHTER'S RELIEF ASSOCIATION

January 1, 2021 Actuarial Valuation

Summary of Participant Data

	January 1, 2021	January 1, 2019
A. Active Members		
1. Number	31	31
2. Average Age	39.5	41.5
3. Average years of service	6.4	8.1
B. Vested terminated members		
1. With deferred benefits		
a. Number	14	11
b. Total annual deferred benefits	$0	$0
c. Average annual benefit	0	0
d. Total lump sum benefits	1,321,850	1,251,471
e. Average lump sum benefit	94,418	113,770
C. Retirees and beneficiaries		
1. Number		
a. Retirees	5	5
b. Beneficiaries	8	12
c. Disabled retirements	0	0
d. Total	13	17
2. Total annual benefits being paid	$36,084	$47,556
3. Average annual benefit being paid	2,776	2,797
D. Total number of participants (A.1. + B.1. + C.1.)	58	59

Summary of Plan Provisions

A. Eligibility	Active or probationary member of the Relief Association.
B. Service	Completed months.
C. Lump Sum Pension	The later of age 50 or after completion of 20 years of service. The lump sum pension is based on completed months of service. The current lump sum pension is based on $8,500 per year of service plus a Supplemental Benefit of 10% of the regular lump sum distribution, but not more than $1,000. If a member is both age 50 and has completed 10 years of service, but not 20 years of service, the lump sum pension will be reduced by 4% for each year of service less than 20 years.
D. Deferred Lump Sum Pension	Termination prior to age 50 with at least 10 years of service. The deferred lump sum pension payable at age 50 is based on the lump sum pension formula and service at date of termination reduced for less than 20 years of service. If a deferred vested member dies before payment, the benefit will be paid to the participant's beneficiary.
E. Disability Lump Sum Pension	The disability pension payable immediately is based on the lump sum pension formula and service at date of disability without regard to vesting.
F. Survivor Benefit	Years of service times the lump sum rate in effect at the time of death with regard to vesting, payable to named beneficiary plus a Supplemental Survivor Benefit in the amount of 20% of the total benefit paid, but not more than $2,000.
G. Plan Changes Since Prior Valuation	The lump sum benefit multiplier was increased from $7,700 to $8,500 per year of service.

Summary of Actuarial Methods

A. Actuarial Cost Method

The Entry Age Normal level percent of pay cost method. Under this method, the service cost for an individual participant is the level percentage of pay required to accumulate the funds needed to pay the participant's projected benefits by their assumed retirement age, beginning on the date of entry and ending at last age with any future benefits.

B. Actuarial Value of Assets

The actuarial value of assets is equal to the market value of assets.

C. Benefits Valued

All benefits summarized in the plan provisions section of this report with the exception of the supplemental lump sum benefits. The State reimburses the Special Fund for those benefits, so these payments and reimbursements will be recognized in plan assets as they occur.

D. Data Methods

The Relief Association provided census and financial information for the valuation and we have relied on this data in preparing the results in this report. The data was reviewed for reasonableness and consistency, but we have not performed a complete audit.

To the extent that census data was collected as of a date later than January 1, 2021, we have assumed that it is reasonably representative of the plan census on the valuation date and used it with only minor adjustments.

E. Models Used

The results in this report are based on an actuarial valuation model with three components as outlined in Actuarial Standard of Practice No. 56 - Modeling (ASOP 56):

1. Information inputs including the data, assumptions, methods, and plan provisions outlined in this report,
2. Processing by the ProVal® software developed by Winklevoss Technologies, and
3. Our report template which translates the ProVal® output into valuation results.

The model is intended to convert the information input above to usable actuarial valuation results. We have reviewed the ProVal® software's output for reasonableness, and have independently checked sample one-person output where appropriate, but have otherwise relied on it.

Summary of Actuarial Assumptions

A. Discount Rate

5% as required by Minnesota statutes

B. Mortality

Rates used in the July 1, 2020 Minnesota PERA Police & Fire Plan actuarial valuation as described below.

Healthy Pre-retirement: RP-2014 employee generational mortality table projected with mortality improvement scale MP-2019, from a base year of 2006.

Healthy Post-retirement: RP-2014 annuitant generational mortality table projected with mortality improvement scale MP-2019 from a base year of 2006. Male rates are adjusted by a factor of 0.96.

Disabled: RP-2014 annuitant generational mortality table projected with mortality improvement scale MP-2019 from a base year of 2006. Male rates are adjusted by a factor of 0.96.

C. Withdrawal

Select and ultimate rates used in the July 1, 2020 Minnesota PERA Police & Fire Plan actuarial valuation. Select rates are as follows:

First through Third Years
3.0%

	Ultimate Rates	
Age	Male	Female
20	3.00%	3.00%
25	2.60%	2.60%
30	2.10%	2.10%
35	1.60%	1.60%
40	1.25%	1.25%
45	1.25%	1.25%
50	0.00%	0.00%

D. Disability

Age-related rates used in the July 1, 2020 Minnesota PERA Police & Fire Plan actuarial valuation. All incidences are assumed to be duty-related. Select Rates are as follows:

Age	Rate
20	0.11%
25	0.13%
30	0.16%
35	0.19%
40	0.29%
45	0.54%
50	1.04%
55	2.03%
60	0.00%

Summary of Actuarial Assumptions (continued)

E. Retirement

Active members

We have assumed 50% of active members will retire when reaching retirement eligibility (later of age 50 and 20 years of service); then 50% retire each subsequent year until 100% retirement at the earlier of age 65 or 30 years of service.

Age	Less than 20 years of service	With 20-29 years of service	With 30 years of service
50-64	0%	50%	100%
65	100%	100%	100%

Vested terminated

The later of current age and age 50.

F. Beneficiary information

100% of members are assumed to have a beneficiary who will receive survivor benefits.

G. Spouse age difference

Wives are assumed to be 3 years younger than husbands.

H. Form of payment

All future retirees are assumed to elect a lump sum payment.

I. Supplemental benefits

We have not valued the liability associated with supplemental lump sum benefits in this funding valuation since the State reimburses the Special Fund for those benefits. These payments and reimbursements will be recognized in plan assets as they occur.

J. Changes since prior valuation

Mortality rates were changed to those used in the most recent Minnesota PERA Police & Fire Plan actuarial valuation.

Selection of Economic Assumptions

The Actuarial Standards Board (ASB) provides coordinated guidance for measuring pension and retiree group benefit obligations through a series of Actuarial Standards of Practice (ASOPs). ASOP No. 27, Selection of Economic Assumptions for Measuring Pension Obligations, requires that the actuary disclose the rationale used in selecting each non-prescribed economic assumption and any changes to non-prescribed economic assumptions.

There are no non-prescribed economic assumptions used in this valuation. The discount rate is the only economic assumption and it is prescribed by State statute. It is only appropriate for complying with statutory funding requirements.

Selection of Non-Economic Assumptions

The Actuarial Standards Board (ASB) provides coordinated guidance for measuring pension and retiree group benefit obligations through a series of Actuarial Standards of Practice (ASOPs). ASOP No. 35, Selection of Demographic and Other Noneconomic Assumptions for Measuring Pension Obligations, requires that the actuary disclose the rationale used in selecting each non-prescribed non-economic assumption and any changes to non-prescribed non-economic assumptions.

The table below summarizes the rationale for selecting the non-prescribed non-economic assumptions. The rationale for assumption changes, along with a description of the assumptions themselves, is included in the Actuarial Assumption and Methods section of the report.

Non-Economic Assumptions (non-prescribed)	
Assumption	Rationale for Selecting Assumption
Mortality	Rates used in the most recent Minnesota PERA Police & Fire Plan actuarial valuation.
Retirement	Due to limited plan-specific data, based on plan's earliest retirement age with allowance for some delayed retirement.
Termination of Employment	Rates used in the most recent Minnesota PERA Police & Fire Plan actuarial valuation.
Disability	Rates used in the most recent Minnesota PERA Police & Fire Plan actuarial valuation.
Percentage Married and Spouse Ages	Based on standard pension plan assumptions. These assumptions have an insignificant impact on plan costs.

Assessment and Disclosure of Risk

Actuarial Standard of Practice Number 51, Assessment and Disclosure of Risk Associated with Measuring Pension Obligations and Determining Pension Plan Contributions (ASOP 51), requires actuaries to identify and assess certain risks that may affect a plan's future financial condition. Some of the primary risks are summarized and defined in the table below.

Risk	Identification/Definition
Investment risk	The potential that investment returns will be different than expected
Asset/liability mismatch risk	The potential that changes in asset values are not matched by changes in liability values
Interest rate risk	The potential that interest rates will be different than expected
Longevity and other demographic risks	The potential that mortality or other demographic experience will be different than expected
Contribution risk	The potential that state aid or municipal contribution rates are different than what is ultimately required to fund plan benefits

ASOP 51 requires that actuaries qualitatively or quantitatively assess the potential effect of these risks on the plan's future financial condition. Methods to assess the risks include scenario tests, sensitivity tests, stress tests, and calculation of actuarial liabilities using a discount rate based on minimal-risk investments. Practical considerations include the usefulness, reliability, timeliness, and cost efficiency of the risk assessment measurements.

In addition to the risk assessment parameters above, ASOP 51 requires that actuaries (1) calculate various plan maturity measures and (2) disclose relevant historical information that are significant to understanding plan risks.

This report contains basic risk assessment information for the plan in accordance with ASOP 51. However, we recommend that employers consider additional pension risk analyses to better understand retirement plan volatility and the potential impact on the organization. We would be glad to discuss potential additional analyses upon request.

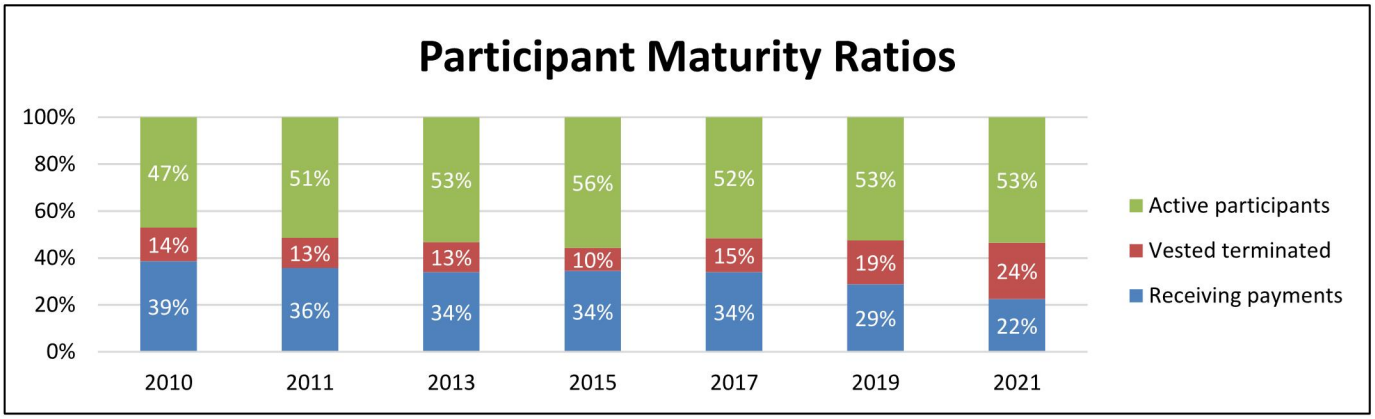
Plan Maturity Measures

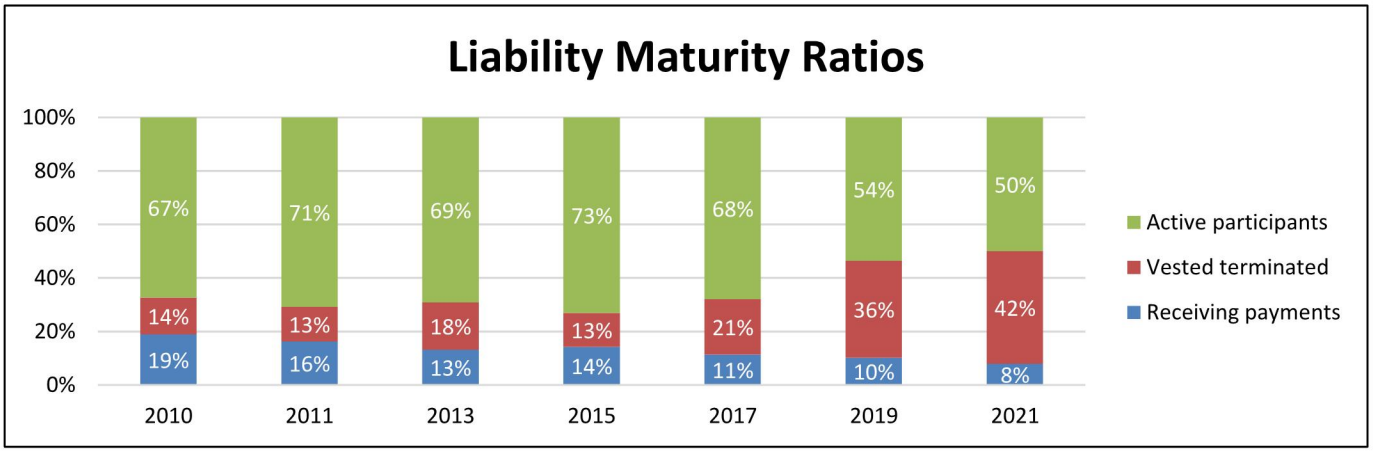
Maturity measures describe how much plan liability is attributable to current employees vs. former employees (e.g., retirees) and the size of plan assets and liabilities relative to overall payroll. These measures include:

Participant Maturity Ratio (PMR)	Number of retirees divided by total participants
Liability Maturity Ratio (LMR)	Retiree liability divided by total plan liability

Assessment and Disclosure of Risk (continued)

A recent history of maturity measures is shown below. Some of the primary risks are summarized and defined in the table below.





Observations:

- The retiree counts and liabilities are steadily decreasing while vested terminated counts and liabilities are steadily increasing as a percent of the plan's totals. This is because lifetime annuities have been replaced with lump sum payments.

Assessment and Disclosure of Risk (continued)

Historical Plan Information

Historical plan information can provide insight about evolving pension risks, especially as plans mature. Below are historical values for some relevant plan results.

Historical Funded Status Information

	Actuarial Accrued Liability	Market Value of Assets	Funded Percent	Actual Investment Return	Assumed Investment Return
2021	$ 2,572,996	$ 3,545,920	137.81%	5.81%	5.00%
2019	2,809,184	3,405,643	121.23%	-6.22%	5.00%
2017	3,287,811	3,673,474	111.73%	15.28%	5.00%
2015	3,084,717	3,508,210	113.73%	4.20%	5.00%
2013	3,279,231	3,282,317	100.09%	8.30%	5.00%
2011	3,253,686	3,303,595	101.53%	11.80%	5.00%
2010	3,113,981	2,916,962	93.67%	N/A	5.00%

Observations

- The plan's funded status has steadily increased in recent years. Liabilities have remained relatively stable.

Assessment and Disclosure of Risk (continued)

Defined benefit plans like this one are subject to statutory minimum funding rules. These impose stringent requirements on when and how much money must be contributed to the plan trust. This means that many pension risks are less applicable to Relief Association defined benefit plans.

The table below provides analysis of some potential plan risks. Please note that the list of risks and the risk assessments shown are not exhaustive. We would be glad to provide a more detailed risk assessment upon request.

Risk	Assessment
Investment risk	If future investment returns are higher or lower than assumed, then future contributions may need to be increased or decreased to compensate. The plan currently uses an investment return assumption based on statutory requirements of 5%.
Asset/liability mismatch risk	Per state statues, plan funding liabilities are determined using a 5% interest rate. Since plan assets are invested in a mix of equity and fixed income securities, there is a risk that changes in assets values are not matched by changes in liability values.
Interest rate risk	There is a risk that interest rates could be different than expected under current statutory minimum funding rules. Statutory funding interest rates are currently “stabilized” at 5%.
Longevity and other demographic risks	The plan demographic assumptions reflect best estimates of future plan experience. However, retirees receiving monthly payments may live longer than expected which would change plan liabilities.
Contribution risk	Statutory minimum funding rules are relatively conservative and statutorily-mandated, so there is less risk that the plan sponsor will not make the necessary contributions than in other types of plans.

VAN IWAARDEN

Retirement planning for employers

March 24, 2021

Mr. Chris Hughes
Treasurer-Brooklyn Center Firefighter's Relief Association
6250 Brooklyn Boulevard
Brooklyn Center, MN 55429

Re: **Pension Plan Projections with Benefit Increase**

Dear Chris:

We have prepared a projection of the pension plan assets and liabilities at the following benefit levels: $9,000, $9,500, and $10,000. Estimated future municipal contributions are not required under these scenarios. The projections reflect a constant active membership of 40 firefighters.

Background

We were hired by the Relief Association to prepare a projection of the pension plan's liabilities, assets and funded status under five different benefit levels. The projections include a constant active membership of 40 firefighters to provide results comparable to the 2019 projections dated April 4, 2019.

This letter documents the results of the projections.

Projection and Assumptions

The actuarial accrued liability and normal cost for each year of the projection were calculated using the discount rate, mortality, retirement, disability and withdrawal assumptions stated in the January 1, 2021 valuation report dated February 19, 2021. When a member died, retired or terminated, a new firefighter was added. Each new firefighter was assumed to be 33 years old.

The Special Account asset balance for each year of the projection was calculated using the benefit payments generated from the liability projection, a constant State Aid contribution of $180,079 (the 2020 actual State Aid contribution), expenses increasing at 3.5% per year, and an assumed rate of return of 5%. All transactions (contributions and distributions) were assumed to occur mid-year.

The municipal contribution, if any, was determined as the normal cost for the year plus/minus the amortization of any unfunded accrued liability/surplus plus expenses less the State Aid contribution.

Results

- Estimated future municipal contributions are not required under the $9,000, $9,500, and $10,000 scenarios.

The attached exhibits for each benefit level show the details of the calculations.

Please let me know if you have any questions or if there are other projections you'd like us to run.

Sincerely,



Emily M. Knutson, FSA, EA, MAAA
Consulting Actuary
L/D/C/R: 3/ctl/emk/bkh

BROOKLYN CENTER FIREFIGHTER'S RELIEF ASSOCIATION PROJECTION
$9,000 Lump Sum Pension

Valuation Year	2021	2022	2023	2024	2025	2026	2027	2028	2029
Lump sum multiplier	8,500	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000
A. Actuarial Accrued Liability (AAL)									
1. AAL	$2,572,996	$2,158,967	$2,417,314	$2,404,943	$2,298,956	$2,234,997	$2,214,889	$2,428,323	$2,678,881
2. Normal Cost	128,007	186,418	186,426	185,617	185,425	184,339	184,695	184,877	184,108
B. Special Fund Assets									
1. Investment return	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
2. Assets at valuation date	3,545,920	3,174,019	3,453,665	3,469,820	3,396,218	3,364,690	3,377,956	3,619,779	3,898,594
3. Expected Benefit Payments	(698,224)	(43,809)	(313,874)	(401,569)	(356,245)	(310,297)	(87,227)	(62,174)	(71,121)
4. Expected Contributions	180,079	180,079	180,079	180,079	180,079	180,079	180,079	180,079	180,079
5. Expected Expenses	(17,657)	(18,275)	(18,915)	(19,577)	(20,262)	(20,971)	(21,705)	(22,465)	(23,251)
6. Interest to end of val year	163,901	161,651	168,865	167,464	164,900	164,455	170,676	183,375	197,072
7. Assets at end of val year	3,174,019	3,453,665	3,469,820	3,396,218	3,364,690	3,377,956	3,619,779	3,898,594	4,181,373
C. Unfunded AAL (A.1 - B.2.)	0	0	0	0	0	0	0	0	0
D. Credit for surplus (B.2. - A.1) x 10%	97,292	101,505	103,635	106,488	109,726	112,969	116,307	119,146	121,971
E. Amortization Payment									
1. Amortization Period	0	0	0	0	0	0	0	0	0
2. Payment	0	0	0	0	0	0	0	0	0
F. Annual Contribution Payable									
1. Preliminary Contribution (A.2.+E.-D.)	30,715	84,913	82,791	79,129	75,699	71,370	68,388	65,731	62,137
2. Administrative Expense	17,657	18,275	18,915	19,577	20,262	20,971	21,705	22,465	23,251
3. Annual Contribution (1.+2.)	48,372	103,188	101,706	98,706	95,961	92,341	90,093	88,196	85,388
4. Estimated State Aid	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)
5. Estimated Municipal Contribution (3.+4.)	0	0	0	0	0	0	0	0	0
G. Funded Status (B.2. / A.1.)	138%	147%	143%	144%	148%	151%	153%	149%	146%

Assumptions

- 5% investment return
- Contributions and distributions occur mid-year
- Expenses increase at 3.5% per year
- Constant 40 active firefighters for years 2022 and later; 2021 based on current membership as of 1/1/2021
- State Aid remains constant at $180,079
- Lump sum multiplier of $9,000 effective 1/1/2022

BROOKLYN CENTER FIREFIGHTER'S RELIEF ASSOCIATION PROJECTION
$9,000 Lump Sum Pension

Valuation Year	2030	2031	2032	2033	2034	2035	2036
Lump sum multiplier	9,000	9,000	9,000	9,000	9,000	9,000	9,000
A. Actuarial Accrued Liability (AAL)							
1. AAL	$2,931,725	$3,123,066	$3,278,163	$3,519,088	$3,649,310	$3,880,175	$3,835,467
2. Normal Cost	184,318	183,570	183,128	178,577	182,386	182,233	181,012
B. Special Fund Assets							
1. Investment return	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
2. Assets at valuation date	4,181,373	4,404,897	4,594,811	4,870,020	5,042,929	5,311,535	5,312,479
3. Expected Benefit Payments	(141,912)	(184,763)	(109,940)	(222,268)	(136,406)	(409,676)	(389,373)
4. Expected Contributions	180,079	180,079	180,079	180,079	180,079	180,079	180,079
5. Expected Expenses	(24,065)	(24,907)	(25,779)	(26,681)	(27,615)	(28,582)	(29,582)
6. Interest to end of val year	209,421	219,505	230,850	241,779	252,548	259,122	259,652
7. Assets at end of val year	4,404,897	4,594,811	4,870,020	5,042,929	5,311,535	5,312,479	5,333,255
C. Unfunded AAL (A.1 - B.2.)	0	0	0	0	0	0	0
D. Credit for surplus (B.2. - A.1) x 10%	124,965	128,183	131,665	135,093	139,362	143,136	147,701
E. Amortization Payment							
1. Amortization Period	0	0	0	0	0	0	0
2. Payment	0	0	0	0	0	0	0
F. Annual Contribution Payable							
1. Preliminary Contribution (A.2.+E.-D.)	59,353	55,387	51,463	43,484	43,024	39,097	33,311
2. Administrative Expense	24,065	24,907	25,779	26,681	27,615	28,582	29,582
3. Annual Contribution (1.+2.)	83,418	80,294	77,242	70,165	70,639	67,679	62,893
4. Estimated State Aid	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)
5. Estimated Municipal Contribution (3.+4.)	0	0	0	0	0	0	0
G. Funded Status (B.2. / A.1.)	143%	141%	140%	138%	138%	137%	139%

Assumptions

- 5% investment return
- Contributions and distributions occur mid-year
- Expenses increase at 3.5% per year
- Constant 40 active firefighters for years 2022 and later; 2021 based on current membership as of 1/1/2021
- State Aid remains constant at $180,079
- Lump sum multiplier of $9,000 effective 1/1/2022

BROOKLYN CENTER FIREFIGHTER'S RELIEF ASSOCIATION PROJECTION
$9,500 Lump Sum Pension

Valuation Year	2021	2022	2023	2024	2025	2026	2027	2028	2029
Lump sum multiplier	8,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500
A. Actuarial Accrued Liability (AAL)									
1. AAL	$2,572,996	$2,214,277	$2,485,496	$2,486,504	$2,389,813	$2,337,879	$2,326,782	$2,552,450	$2,817,206
2. Normal Cost	128,007	196,775	196,783	195,929	195,726	194,581	194,956	195,148	194,336
B. Special Fund Assets									
1. Investment return	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
2. Assets at valuation date	3,545,920	3,174,019	3,452,915	3,468,150	3,388,988	3,353,844	3,359,845	3,596,728	3,871,663
3. Expected Benefit Payments	(698,224)	(44,540)	(314,736)	(406,911)	(359,421)	(316,855)	(91,164)	(64,834)	(74,380)
4. Expected Contributions	180,079	180,079	180,079	180,079	180,079	180,079	180,079	180,079	180,079
5. Expected Expenses	(17,657)	(18,275)	(18,915)	(19,577)	(20,262)	(20,971)	(21,705)	(22,465)	(23,251)
6. Interest to end of val year	163,901	161,633	168,806	167,247	164,459	163,749	169,673	182,156	195,644
7. Assets at end of val year	3,174,019	3,452,915	3,468,150	3,388,988	3,353,844	3,359,845	3,596,728	3,871,663	4,149,756
C. Unfunded AAL (A.1 - B.2.)	0	0	0	0	0	0	0	0	0
D. Credit for surplus (B.2. - A.1) x 10%	97,292	95,974	96,742	98,165	99,918	101,596	103,306	104,428	105,446
E. Amortization Payment									
1. Amortization Period	0	0	0	0	0	0	0	0	0
2. Payment	0	0	0	0	0	0	0	0	0
F. Annual Contribution Payable									
1. Preliminary Contribution (A.2.+E.-D.)	30,715	100,801	100,041	97,764	95,808	92,985	91,650	90,720	88,890
2. Administrative Expense	17,657	18,275	18,915	19,577	20,262	20,971	21,705	22,465	23,251
3. Annual Contribution (1.+2.)	48,372	119,076	118,956	117,341	116,070	113,956	113,355	113,185	112,141
4. Estimated State Aid	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)
5. Estimated Municipal Contribution (3.+4.)	0	0	0	0	0	0	0	0	0
G. Funded Status (B.2. / A.1.)	138%	143%	139%	139%	142%	143%	144%	141%	137%

Assumptions

- 5% investment return
- Contributions and distributions occur mid-year
- Expenses increase at 3.5% per year
- Constant 40 active firefighters for years 2022 and later; 2021 based on current membership as of 1/1/2021
- State Aid remains constant at $180,079
- Lump sum multiplier of $9,500 effective 1/1/2022

BROOKLYN CENTER FIREFIGHTER'S RELIEF ASSOCIATION PROJECTION
$9,500 Lump Sum Pension

Valuation Year	2030	2031	2032	2033	2034	2035	2036
Lump sum multiplier	9,500	9,500	9,500	9,500	9,500	9,500	9,500
A. Actuarial Accrued Liability (AAL)							
1. AAL	$3,084,283	$3,286,356	$3,450,093	$3,704,351	$3,841,686	$4,085,189	$4,044,321
2. Normal Cost	194,558	193,768	193,302	188,498	192,518	192,357	191,069
B. Special Fund Assets							
1. Investment return	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
2. Assets at valuation date	4,149,756	4,364,232	4,542,123	4,808,895	4,966,481	5,223,826	5,203,747
3. Expected Benefit Payments	(149,196)	(194,509)	(115,602)	(234,236)	(143,663)	(425,907)	(407,407)
4. Expected Contributions	180,079	180,079	180,079	180,079	180,079	180,079	180,079
5. Expected Expenses	(24,065)	(24,907)	(25,779)	(26,681)	(27,615)	(28,582)	(29,582)
6. Interest to end of val year	207,658	217,228	228,074	238,424	248,544	254,331	253,765
7. Assets at end of val year	4,364,232	4,542,123	4,808,895	4,966,481	5,223,826	5,203,747	5,200,601
C. Unfunded AAL (A.1 - B.2.)	0	0	0	0	0	0	0
D. Credit for surplus (B.2. - A.1) x 10%	106,547	107,788	109,203	110,454	112,479	113,864	115,943
E. Amortization Payment							
1. Amortization Period	0	0	0	0	0	0	0
2. Payment	0	0	0	0	0	0	0
F. Annual Contribution Payable							
1. Preliminary Contribution (A.2.+E.-D.)	88,011	85,980	84,099	78,044	80,039	78,493	75,126
2. Administrative Expense	24,065	24,907	25,779	26,681	27,615	28,582	29,582
3. Annual Contribution (1.+2.)	112,076	110,887	109,878	104,725	107,654	107,075	104,708
4. Estimated State Aid	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)
5. Estimated Municipal Contribution (3.+4.)	0	0	0	0	0	0	0
G. Funded Status (B.2. / A.1.)	135%	133%	132%	130%	129%	128%	129%

Assumptions

- 5% investment return
- Contributions and distributions occur mid-year
- Expenses increase at 3.5% per year
- Constant 40 active firefighters for years 2022 and later; 2021 based on current membership as of 1/1/2021
- State Aid remains constant at $180,079
- Lump sum multiplier of $9,500 effective 1/1/2022

BROOKLYN CENTER FIREFIGHTER'S RELIEF ASSOCIATION PROJECTION
$10,000 Lump Sum Pension

Valuation Year	2021	2022	2023	2024	2025	2026	2027	2028	2029
Lump sum multiplier	8,500	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
A. Actuarial Accrued Liability (AAL)									
1. AAL	$2,572,996	$2,269,587	$2,553,678	$2,568,065	$2,480,670	$2,440,761	$2,438,674	$2,676,577	$2,955,531
2. Normal Cost	128,007	207,132	207,140	206,241	206,028	204,822	205,217	205,419	204,564
B. Special Fund Assets									
1. Investment return	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
2. Assets at valuation date	3,545,920	3,174,019	3,452,166	3,466,480	3,381,759	3,342,998	3,341,735	3,573,676	3,844,733
3. Expected Benefit Payments	(698,224)	(45,271)	(315,598)	(412,253)	(362,596)	(323,414)	(95,101)	(67,494)	(77,640)
4. Expected Contributions	180,079	180,079	180,079	180,079	180,079	180,079	180,079	180,079	180,079
5. Expected Expenses	(17,657)	(18,275)	(18,915)	(19,577)	(20,262)	(20,971)	(21,705)	(22,465)	(23,251)
6. Interest to end of val year	163,901	161,614	168,747	167,030	164,018	163,042	168,669	180,937	194,216
7. Assets at end of val year	3,174,019	3,452,166	3,466,480	3,381,759	3,342,998	3,341,735	3,573,676	3,844,733	4,118,137
C. Unfunded AAL (A.1 - B.2.)	0	0	0	0	0	0	0	0	0
D. Credit for surplus (B.2. - A.1) x 10%	97,292	90,443	89,849	89,841	90,109	90,224	90,306	89,710	88,920
E. Amortization Payment									
1. Amortization Period	0	0	0	0	0	0	0	0	0
2. Payment	0	0	0	0	0	0	0	0	0
F. Annual Contribution Payable									
1. Preliminary Contribution (A.2.+E.-D.)	30,715	116,689	117,291	116,400	115,919	114,598	114,911	115,709	115,644
2. Administrative Expense	17,657	18,275	18,915	19,577	20,262	20,971	21,705	22,465	23,251
3. Annual Contribution (1.+2.)	48,372	134,964	136,206	135,977	136,181	135,569	136,616	138,174	138,895
4. Estimated State Aid	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)
5. Estimated Municipal Contribution (3.+4.)	0	0	0	0	0	0	0	0	0
G. Funded Status (B.2. / A.1.)	138%	140%	135%	135%	136%	137%	137%	134%	130%

Assumptions

- 5% investment return
- Contributions and distributions occur mid-year
- Expenses increase at 3.5% per year
- Constant 40 active firefighters for years 2022 and later; 2021 based on current membership as of 1/1/2021
- State Aid remains constant at $180,079
- Lump sum multiplier of $10,000 effective 1/1/2022

BROOKLYN CENTER FIREFIGHTER'S RELIEF ASSOCIATION PROJECTION
$10,000 Lump Sum Pension

Valuation Year Lump sum multiplier	2030 10,000	2031 10,000	2032 10,000	2033 10,000	2034 10,000	2035 10,000	2036 10,000
A. Actuarial Accrued Liability (AAL)							
1. AAL	$3,236,842	$3,449,647	$3,622,022	$3,889,614	$4,034,063	$4,290,204	$4,253,175
2. Normal Cost	204,798	203,966	203,476	198,419	202,651	202,481	201,125
B. Special Fund Assets							
1. Investment return	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
2. Assets at valuation date	4,118,137	4,323,567	4,489,434	4,747,767	4,890,029	5,136,113	5,095,012
3. Expected Benefit Payments	(156,480)	(204,256)	(121,264)	(246,205)	(150,920)	(442,137)	(425,441)
4. Expected Contributions	180,079	180,079	180,079	180,079	180,079	180,079	180,079
5. Expected Expenses	(24,065)	(24,907)	(25,779)	(26,681)	(27,615)	(28,582)	(29,582)
6. Interest to end of val year	205,895	214,951	225,298	235,068	244,540	249,540	247,877
7. Assets at end of val year	4,323,567	4,489,434	4,747,767	4,890,029	5,136,113	5,095,012	5,067,945
C. Unfunded AAL (A.1 - B.2.)	0	0	0	0	0	0	0
D. Credit for surplus (B.2. - A.1) x 10%	88,130	87,392	86,741	85,815	85,597	84,591	84,184
E. Amortization Payment							
1. Amortization Period	0	0	0	0	0	0	0
2. Payment	0	0	0	0	0	0	0
F. Annual Contribution Payable							
1. Preliminary Contribution (A.2.+E.-D.)	116,668	116,574	116,735	112,604	117,054	117,890	116,941
2. Administrative Expense	24,065	24,907	25,779	26,681	27,615	28,582	29,582
3. Annual Contribution (1.+2.)	140,733	141,481	142,514	139,285	144,669	146,472	146,523
4. Estimated State Aid	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)	(180,079)
5. Estimated Municipal Contribution (3.+4.)	0	0	0	0	0	0	0
G. Funded Status (B.2. / A.1.)	127%	125%	124%	122%	121%	120%	120%

Assumptions

- 5% investment return
- Contributions and distributions occur mid-year
- Expenses increase at 3.5% per year
- Constant 40 active firefighters for years 2022 and later; 2021 based on current membership as of 1/1/2021
- State Aid remains constant at $180,079
- Lump sum multiplier of $10,000 effective 1/1/2022

Memo

To:	Mark Ebensteiner City of Brooklyn Center, Minnesota
From:	Patty Kettles, Director
Date:	June 17, 2021
Subject:	Fire Relief Association Pension Increase Impacts

The City has requested Baker Tilly evaluate the potential fiscal impacts on the City's contributions for increasing the Fire Relief Association retirement benefits from their current level of $8,500/year of service to $10,000/year of service. The goal was to evaluate if the annual benefit could be increased to $10,000 while keeping the relief association funded at 110%.

The review was developed based on financial projections based on actuarial analyses. They are intended to provide the City with a context for considering these changes to the pension benefit.
The assumptions used in this analysis included the following:

- The current active membership, retired members, surviving spouses, and deferred vested members as listed in the *Brooklyn Center Firefighter's Relief Association January 1, 2021 Actuarial Valuation of Statutory Funding Requirements* report ("Report") and the supplemental analysis letter dated March 24, 2021
- Retirement at the later of 20 years of service or age 50
- An increase in the number of active members to 40
- When an active member retires, a new member is added to maintain active membership at 40
- Contributions from the State will remain at their 2020 level of $180,079
- Expenses will increase at 3.5% per year
- City contributions (if any) will be projected to maintain funding at 110%. 110% is a "goal" of the BCFRA and not included in their by-laws. Minnesota State Statue 424A.092 defines when a City must provide financial support to the FRA to be when the FRA does not have a surplus over full funding. Therefore, should funding fall below 100%, City contributions may occur.

We have reviewed the data provided by the Actuary and have used their annual Actuarial Accrued Liability and Expected Benefit Payments amounts in our analysis.

Based on our review of the Report, we believe increasing the annual benefit to $10,000 will not result in additional City funding over the 15-year planning period. However, the Report assumes, as allowed per Minnesota State Statues, a 5% return on investments. Should the annual return on investments fall below

4.35%, the City may be required to contribute funds in the later years. Information on the Office of the State Auditor website indicates that as of February 2021, those FRA plans administered by the PERA with investments managed by the State Board of Investments, assume a long-term expected return of six percent. The State Auditor Report, *Financial and Investment Report of Volunteer Fire Relief Associations* for the year ended December 21, 2019, indicates the following investment returns for the BCFRA:

5-year – 5.1%
10-year – 5.9%
20-year – 4.8%

A rate of return on investments of 5.0%-6.0% provides a certain level of confidence that the City may not be required to make a contribution at the $10,000 annual benefit level. However, projecting forward interest rates is an uncertain science as many factors affect these rates. If economic conditions cause investment rates to decline the City may be required to make a contribution. Our determination that an annual investment rate of return below 4.35% indicates the City may be required to make a contribution. Another indication of the volatility of investment rates of return is the investment rate of return for each of the past seven years for the Brooklyn Center Fire Relief Association as shown below:

- 2020 5.8%
- 2019 16.2%
- 2018 -6.2%
- 2017 15.3%
- 2016 8.3%
- 2015 -5.2%
- 2014 4.2%

The important take away is that there is no guarantee of future investment interest rates. The City should understand that it may be called upon to make a contribution to support an increase in annual benefits to $10,000. However, the current funded status of 138% is very strong and a good indication of stability of the fund in the near future.

Baker Tilly Municipal Advisors, LLC is a registered municipal advisor and controlled subsidiary of Baker Tilly US, LLP, an accounting firm. Baker Tilly US, LLP, trading as Baker Tilly, is a member of the global network of Baker Tilly International Ltd., the members of which are separate and independent legal entities. ©2021 Baker Tilly Municipal Advisors, LLC

Member introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION APPROVING AN AMENDMENT TO THE BROOKLYN CENTER FIRE DEPARTMENT RELIEF ASSOCIATION BY-LAWS

WHEREAS, the Brooklyn Center Fire Department Relief Association has requested City approval of a benefit increase for retirees; and

WHEREAS, such benefit increase would require an amendment of the City of Brooklyn Center Fire Department Relief Association By-laws; and

WHEREAS, Van Iwaarden and Associates has conducted an actuarial valuation and benefit study and determined that the anticipated assets available for benefits would be sufficient to support an increase in the annual benefit due to the fact cash and contingency funding balance exceeds the recommended balance of 100% of anticipated needs; and

WHEREAS, BakerTilly public finance advisors for the City has reviewed the assumptions and projections used in the report prepared by Van Iwaarden and Associates and has compared those assumptions and projections with information from their detailed analysis performed in 2021 and believe the information to be accurate; and

WHEREAS, the actuarial analysis completed by Van Iwaarden and Associates and reviewed by BakerTilly conclude an increase of $1,500 to the lump sum benefit from $8,500 per year to $10,000 per year of qualified service would not likely have an adverse effect on the fund viability.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Center, Minnesota that an amendment to the By-laws of the City of Brooklyn Center Fire Department Relief Association to increase the lump sum benefit to $10,000 per year.

June 28, 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:

RESOLUTION NO. _____

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

Council Regular Meeting

DATE: 6/28/2021

TO: City Council
FROM: Dr. Reggie Edwards, Acting City Manager
THROUGH: Meg Beekman, Community Development Director
BY: Ginny McIntosh, City Planner / Zoning Administrator

SUBJECT: Planning Commission Application No. 2021-002, for Site and Building Plan Approval, Establishment of a Planned Unit Development, and a Zoning Map Amendment for Certain Property Located at 6221 Shingle Creek Parkway, and a Recommended Amendment to the 2040 Comprehensive Plan to Allow for Increased Densities within the Commercial Mixed-Use Future Land Use Designation

Requested Council Action:

(i) Motion to adopt a resolution to approve Planning Commission Application No. 2021-002 for Site and Building Plan Approval, Establishment of a Planned Unit Development, and a Zoning Map Amendment for the Subject Property located at 6221 Shingle Creek Parkway and commonly known as the Crest Apartments, and a recommended amendment to the City's 2040 Comprehensive Plan to allow for increased densities within the Commercial Mixed-Use future land use designation, 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 6221 Shingle Creek Parkway and set the second reading and public hearing for July 26, 2021.

Background:

Aeon/The Crest Apartments LLC ("The Applicant") is requesting review and consideration of a proposal to construct a new five story, 48-unit apartment building at 6221 Shingle Creek Parkway ("The Subject Property"). The proposed new building would focus on providing housing for families in 1, 2, and 3-bedroom units and be physically connected to the existing 13-story, 122-unit Crest Apartment building, which would be renovated as part of the overall project. A single studio unit would be added to the existing Crest Apartment building in an existing office space for a combined total of 171 units between both buildings.

Due to the nature of the request, approval of a site and building plan and establishment of a Planned Unit Development (PUD) is required. A zoning code text/map amendment is also required to remove the Subject Property from the Central Commerce Overlay District, in addition to a comprehensive plan amendment to accommodate additional density needs within the Commercial Mixed-Use future land use designation. The Metropolitan Council will make final determination on any amendments to the City's 2040 Comprehensive Plan.

On April 26, 2021, Aeon's concept proposal for construction of the 48-unit addition, conversion of an existing office space in the existing 122-unit Crest Apartment building to a studio unit, and proposed site

improvements was presented before the City Council. Based on the feedback provided, the Applicant submitted an application for review and consideration under Planning Commission Application No. 2021-002.

The Planning Commission held a public hearing for the aforementioned application at their meeting on June 10, 2021, and were generally supportive of the proposed improvements to the Subject Property. With the exception of a question regarding the proposed exterior material composition of the building, no other comments were provided by members of the public at the public hearing. Representatives from Aeon and architectural firm, BKV Group, were in attendance.

Following close of the public hearing, the Planning Commission elected to unanimously (4-0) recommend City Council approval of the requested site and building plan, establishment of a Planned Unit Development, and amendments to the City Zoning Map to remove the Subject Property from the Central Commerce Overlay District, and 2040 Comprehensive Plan, which would allow for an increased density range of 10.01 to 60 dwelling units per acre within the Commercial Mixed-Use future land use designation. The amendment to the density range would also address an oversight identified by City staff during completion of the 2040 Comprehensive Plan process, as there are existing residential properties with the Commercial Mixed-Use designation that do not currently fall within the existing 10.01 to 25 dwelling units per acre range.

A copy of the Planning Commission Report for Planning Commission Application No. 2021-002, dated June 10, 2021, and City Council resolution regarding the requested site and building plan, establishment of a Planned Unit Development, and amendments to the City Zoning Map 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 R-7 (Multiple Family Residence) District to Planned Unit Development-Neighborhood/Commercial Mixed-Use (PUD/MX-C) District, City Code dictates that the City Zoning Ordinance 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 6221 Shingle Creek Parkway would be needed. Following the motion, a second reading and public hearing would be scheduled for July 26, 2021.

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:

Targeted Redevelopment

ATTACHMENTS:

Description	Upload Date	Type
Resolution-Disposition of Planning Commission Application No. 2021-002	6/19/2021	Resolution Letter
Ordinance-Rezoning of 6221 Shingle Creek Parkway (1st Reading)	6/19/2021	Ordinance
Staff Report with Exhibits - Crest II Expansion	6/19/2021	Backup Material

Member introduced the following resolution and moved its adoption:

RESOLUTION NO.

RESOLUTION REGARDING THE RECOMMENDED DISPOSITION OF PLANNING COMMISSION APPLICATION NO. 2021-002 FOR ESTABLISHMENT OF A PLANNED UNIT DEVELOPMENT AND AMENDMENTS TO THE CITY'S ZONING MAP AND 2040 COMPREHENSIVE PLAN TO ALLOW FOR CONSTRUCTION OF A 48-UNIT ADDITION TO THE EXISTING 122-UNIT CREST APARTMENTS BUILDING AND RELATED SITE IMPROVEMENTS (6221 SHINGLE CREEK PARKWAY)

WHEREAS, Planning Commission Application No. 2021-002, submitted by Aeon/The Crest Apartments LLC ("the Applicant") requests review and consideration for the establishment of a Planned Unit Development and an amendment to the City's zoning map that would allow for the construction of a 48-unit building addition to the existing 122-unit Crest Apartments and related site improvements to the property located at 6221 Shingle Creek Parkway ("the Subject Property"); and

WHEREAS, the Subject Property is situated in the Central Commerce Overlay District and pursuant to a determination by City staff, this District does not permit residential uses and therefore requires removal from said District; and

WHEREAS, on June 10, 2021, the Planning Commission of the City of Brooklyn Center, Minnesota received and reviewed a planning report on the requested site and building plan, establishment of a Planned Unit Development, which would re-zone the Subject Property from R7 (Multiple Family Residence) District to Planned Unit Development-Commercial Mixed-Use District, and an amendment to the City's zoning map to remove the Subject Property from the Central Commerce Overlay District for the proposed new construction and related site improvements on the approximately 4.37-acre Subject Property; and

WHEREAS, said Planning Commission Application No. 2021-002 also addresses a request to amend the City's 2040 Comprehensive Plan future land use designation of "Commercial Mixed-Use," of which the Subject Property is designated as, to allow the density range to increase from 10.01 to 25 dwelling units per acre to 10.01 to 60 dwelling units per acre, which would accommodate the density needs required to move forward with the proposal and address oversights during completion of the 2040 Comprehensive Plan regarding the densities of existing multi-family residential uses within this designation and the anticipated future density needs as this land use designation anticipates 50-percent of the land use for residential development at densities slightly lower than the adjacent TOD land use designation, but only comprises 1.64 percent of the City's total land area; and

WHEREAS, the 2040 Comprehensive Plan outlines that the majority of forecasted growth within the City is anticipated to occur within the major redevelopment areas guided primarily as Transit Oriented Development (TOD) and Commercial Mixed-Use; and

RESOLUTION NO.

WHEREAS, the Planning Commission of the City of Brooklyn Center, Minnesota held a duly noticed and called public hearing on June 10, 2021, whereby a planning report was presented and public testimony regarding the proposal were received. 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 Statute; 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 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 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 provide the increased density range required to move forward with the project, 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 that Planning Commission Application No. 2021-002, submitted by Aeon/The Crest Apartments LLC, be approved based upon the findings of fact in the June 10, 2021, planning report, and submitted documents and plans as amended by the following conditions of approval:

1. Site and Building Plan Review:
    a. Any significant changes or modifications made to this request can only be made by an amendment to the approved plans and documents 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 provide elevation drawings demonstrating compliance with the City's architectural guidelines, which specify a minimum of 50-percent Class I and remaining Class II building materials per elevation (face).
    d. The Applicant shall update all existing ground trash and equipment enclosures to comply with City code requirements with regard to screening.
    e. The Applicant shall provide any final site and building plans to City staff for a CPTED (Crime Prevention through Environmental Design) review and make alterations as necessary prior to permit release.
    f. The Applicant shall work to ensure all applicable 2020 Minnesota Fire Code requirements have been met as part of any site and building plan approval.
        i. A fire sprinkler system is required to be installed per Section 903 of the 2020 Minnesota Fire Code and 2020 Minnesota State Building Code and shall be maintained on a consistent basis in the proposed 48-unit addition and enclosed garage.

ii. The Applicant shall comply with riser room access and improvement requirements, FDC connection, and fire access aisle requirements.

g. The Applicant shall install irrigation systems where necessary to facilitate site maintenance, and irrigation shop drawings for review and approval shall be provided prior to installation.

h. The Applicant shall provide a lighting or photometric plan that identifies all existing and proposed lighting for the parking lots and buildings and in conformance with the City's code and architectural guidelines requirements. Fixture specifications shall be provided prior to issuance of any building permits.

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. All signage shall conform to City requirements.

2. 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.
   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 and building improvements, which ensures the Subject Property will be constructed, developed, and maintained in conformance with the plans, specifications, and standards.
   c. An as-built survey of the property, improvements, and utility service lines shall be submitted 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. A pre-construction meeting is required prior to the issuance of building permits.

3. Engineering Review:
   a. The Applicant agrees to comply with all conditions or provisions noted in the Assistant City Engineer's review memorandum, dated June 4, 2021.
   b. 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.

RESOLUTION NO.

June 28, 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.

CITY OF BROOKLYN CENTER

Notice is hereby given that a public hearing will be held on the ____ day of _____, 2021, at 7:00 p.m. or as soon thereafter as the matter may be heard to consider an Ordinance amending Chapter 35 of the City Ordinances regarding the zoning classification of certain land located at 6221 Shingle Creek Parkway. City Council meetings are being conducted by electronic means under Minnesota Statutes, section 13D.021 via Zoom: https://zoom.us/j/92710125463?pwd=dkdZUTJOaU5sN0hJaHluSlh4eTJmQT09 or by dialing 1 (312) 626-6799, Meeting ID: 927 1012 5463, Passcode: 7635693300#. Please notify the City Clerk at (763) 569-3306 if there are any questions about how to connect to the meeting.

ORDINANCE NO. 2021-__

AN ORDINANCE AMENDING CHAPTER 35 OF THE CITY CODE OF ORDINANCES REGARDING THE ZONING CLASSIFICATION OF LAND LOCATED AT 6221 SHINGLE CREEK PARKWAY

THE CITY COUNCIL OF THE CITY OF BROOKLYN CENTER DOES ORDAIN AS FOLLOWS:

Section 1. Rezoning. Chapter 35 of the City Ordinances of the City of Brooklyn Center is hereby amended as follows:

Section 35-2240. CENTRAL COMMERCE OVERLAY DISTRICT (CC). The following property is hereby removed from the (CC) Central Commerce Overlay District zoning classification:

Tract A, Registered Land Survey No. 1359.

Section 35-1240. PLANNED UNIT DEVELOPMENT DISTRICT (PUD). The following property is hereby established as being within a (PUD) Planned Unit Development District Zoning Classification:

11. The following properties are designated as PUD/MX-C (Planned Unit Development/Commercial Mixed-Use):

Tract A, Registered Land Survey No. 1359.

Section 2. Effective Date. This ordinance shall become effective after adoption and upon thirty days following this ordinance's legal publication.

Adopted this ____ day of _____, 2021.

_____
Mayor

ATTEST:_____
City Clerk

Date of Publication _____

Effective Date _____

(Note: (~~Strikeout~~ text indicates matter to be delete, while underline indicates new matter.

Planning Commission Report
Meeting Date: June 10, 2021

- Application Filed: 05/11/2021
- Review Period (60-day) Deadline: 07/10/2021
- Extension Declared: N/A
- Extended Review Period Deadline: N/A

Application No.	2021-002
Applicant:	Aeon | The Crest Apartments LLC
Location:	6221 Shingle Creek Parkway (The Crest Apartments)
Requests:	Proposed Planned Unit Development (PUD) to allow construction of a second 48-unit multi-family residential building and related site improvements, an amendment to Zoning Map to remove the Subject Property from the Central Commerce Overlay District, and an amendment to the 2040 Comprehensive Plan to allow for increased densities within the Commercial Mixed-Use future land use designation

Requested Action

Aeon/The Crest Apartments LLC ("Applicant") is requesting review and consideration of a proposal to construct a new five story, 48-unit apartment building at 6221 Shingle Creek Parkway ("Subject Property"). The proposed new building would focus on providing housing for families in 1, 2, and 3-bedroom units and be physically connected to the existing 13-story, 122-unit Crest Apartment building, which would be renovated as part of the overall project. A single studio unit would be added to the existing Crest Apartment building in an office space for a combined total of 171 units between both buildings.

Due to the nature of the request, approval of a site and building plan and establishment of a Planned Unit Development (PUD) is required. A zoning code text amendment is also required to remove the Subject Property from the Central Commerce Overlay District, in addition to a comprehensive plan amendment to accommodate additional density needs within the Commercial Mixed-Use future land use designation. Refer to attached Exhibit A for the provided project narrative and plans.

As part of the application process, a public hearing notice was published in the Brooklyn Center *Sun Post* on May 27, 2021 (Exhibit B), and notices were mailed to property owners within vicinity of the Subject Property, including those single family homes located along Brooklyn Drive, just west of the Subject Property. To date, the City has not received any comments regarding the proposal.

The City also installed a sign on the Subject Property, indicating a development proposal was under review and to contact the City with any questions.

Background

Aeon purchased what is now known as the Crest Apartments in July 2012 through a HUD foreclosure process to ensure the long-term affordability of residents. In 2014, some initial renovations were completed, including work on the building systems. It was during this time that initial discussions were held regarding a future build out on the 4.37-acre Subject Property. In November 2017, these discussions were revisited and some initial meetings and concept proposals were provided to City staff to weigh in on.

In 2020, these discussions were reignited and a concept proposal was presented to the City Council on April 26, 2021. Based on the feedback provided by City Council, the Applicant subsequently submitted Planning Commission Application No. 2021-002 for consideration.

The 122-unit apartment building currently on the Subject Property was originally approved under Planning Commission Application No. 72083 in 1972, which had been authorized under the Federal Housing Administration's "236" housing program. The Section 236 program was originally established by the Housing and Urban Development Act of 1968 and combined Federal mortgage insurance with interest reduction payments to the mortgagee for the production of low-cost rental housing, and was one of the methods used at that time to boost the nation's existing housing supply.

As proposed, the new five-story addition would provide a unit mix of 4 one-bedroom units, 28 two-bedroom units, and 16 three-bedroom units. The existing Crest Apartment building is currently comprised of 78 one-bedroom units and 44 two-bedroom units, with plans to convert an existing office space into a studio apartment for a combined total of 171 units.

Site Data:

2040 Land Use Plan:	Commercial Mixed-Use (10.01-25 DU/Ac.)
Neighborhood:	Centennial
Current Zoning:	R7 (Multiple Family Residence) | Central Commerce Overlay District
Site Area:	4.37 Acres

Surrounding Area:

Direction	2040 Land Use Plan	Zoning	Existing Land Use
North	CM-U	R1 (One Family Residence) District and Central Commerce Overlay	Institutional
South	PSP/Institutional	C1A (Service/Office) District and Central Commerce Overlay	Institutional
East	CM-U	C2 (Commerce) District and Central Commerce Overlay	Office
West	Parks, Recreation, Open Space	R1 (One Family Residence) District and Central Commerce Overlay	Park, Recreational, or Preserve



Map 1. Subject Property Location (6221 Shingle Creek Parkway)

REQUESTS

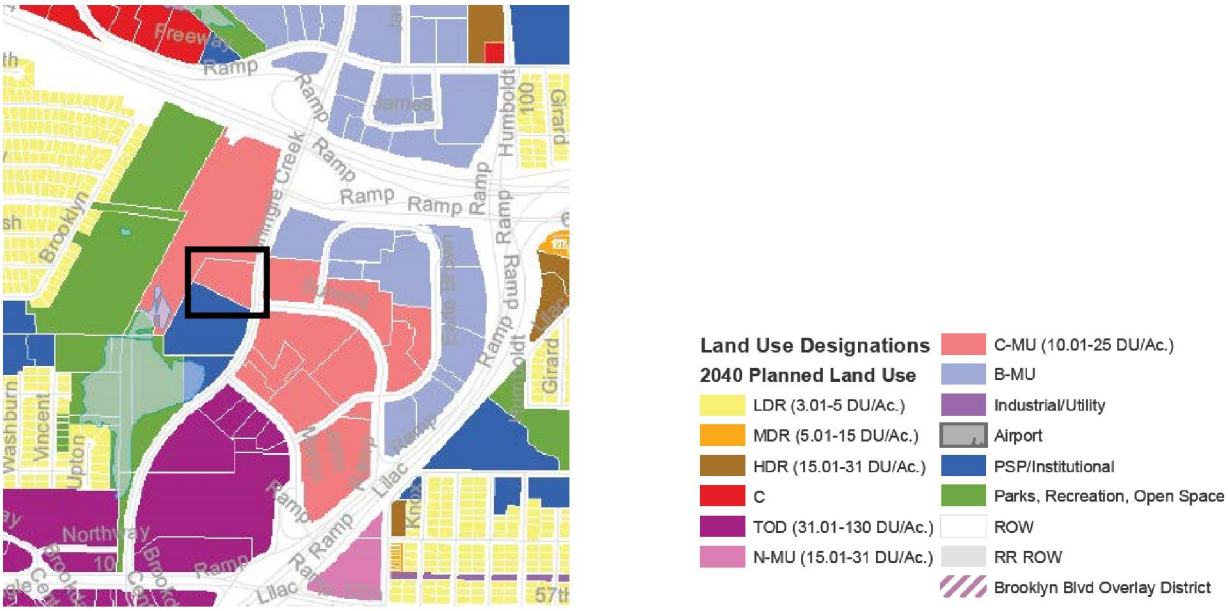
COMPREHENSIVE PLAN AMENDMENT

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 Commercial Mixed-Use (10.01-25 Dwelling Units per Acre) under the City's 2040 Comprehensive Plan. Assuming a total of 171 units, the 4.37-acre Subject Property would have a proposed density of 39.1 dwelling units per acre. This would be an increase in density of 11.2 dwelling units per acre, as the 122-unit Crest Apartment building has a current density of 27.9 dwelling units per acre.



Map 2. 2040 Future Land Use Plan and Subject Property (highlighted in black).

In reviewing properties affected by the Commercial Mixed-Use future land use designation, City staff determined there was an oversight during completion of the 2040 Comprehensive Plan process, as there are existing residential properties with densities above the outlined 25 dwelling units per acre threshold. The City recognizes that in addition to the potential conversion of existing office uses to residential, which might result in higher densities, the Commercial-Mixed Use designation, more than any other designation outlined in the 2040 Comprehensive Plan, allows for a vast range of potential uses, including office, hotel, multi-family residential, single-story commercial, and event center uses.

The 2040 Comprehensive Plan notes that much of the forecasted growth within the City of Brooklyn Center is anticipated to occur within the major redevelopment areas guided primarily as Transit Orientated Development (TOD), and Commercial Mixed-Use, which the Subject Property is designated as. “Commercial Mixed-Use” is a new land use designation and guides for a mix of commercial, office, retail, service, and residential uses. This designation is guided for areas adjacent to the TOD and is planned to have a more significant proportion of the land use designated for the aforementioned uses, including supporting residential uses. An anticipated 50-percent of the land use is planned for residential development at densities slightly lower than the adjacent TOD land use designation, which allows for a density range of 31.01-130 dwelling units per acre. It should be further noted that the Commercial Mixed-Use future land use designation as outlined in the 2040 Comprehensive Plan accounts for only 1.64 percent (88.06 acres) of the total land area within the City of Brooklyn Center (5,360.75 acres).

The Commercial Mixed-Use designation has a focus on providing both walkable and bikeable connections to adjacent TOD land uses and the Brooklyn Center Transit Center, located off Bass Lake Road (County Road 10). City staff feels the essence of the Commercial Mixed-Use land use designation is captured in the Subject Property due to its relationship to the adjacent park, and its proximity to the Three Rivers Park District Shingle Creek Regional Trail, which winds around the Subject Property. The Subject Property is serviced by a Route 722 bus stop just off the property, and the Brooklyn Center Transit Center, which is less than one mile away and accessible via sidewalk, trail, and bus, if necessary.

Given the location of the Subject Property and its adjacency to the City’s Centennial Park, the Applicant

notes in their narrative (Exhibit A) that construction of the new 48-unit, 5-story building on the western end of the Subject Property and the increased density would have minimal impacts on the neighboring properties and ample open space and outdoor amenities for existing and new residents.

Following a review of existing residential properties falling within the Commercial Mixed-Use future land use designation and with respect to potential future redevelopment in the adjacent lands, City staff requests that the City of Brooklyn Center's 2040 Comprehensive Plan be amended to allow the future land use designation of "Commercial Mixed-Use" to allow for a density range of 10.01 to **60 dwelling units per acre**, which would capture existing multi-family residential uses that fall within this designation, as well as any potential future redevelopment within this designation.

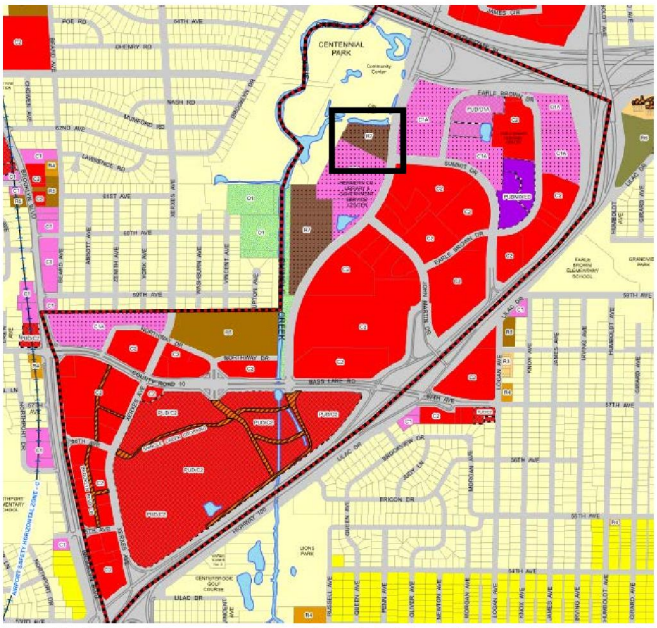
Based on the above noted findings, City staff recommends the Planning Commission recommend City Council approval of the requested amendment to the 2040 Comprehensive Plan to allow for a density range increase of the future land use designation of "Commercial Mixed-Use" from 10.01 to 25 dwelling units per acre to 10.01 to 60 dwelling units per acre, subject to the Applicant complying with the Conditions of Approval as noted below, approval of the related site and building plan, Planned Unit Development, and Zoning Code amendment requests, and contingent upon final approval from the Metropolitan Council.

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 uses. Residential uses are not listed, which means they are not permitted within the overlay district. It should be noted, however, that there are multi-family residential properties in the Overlay District today that pre-date the establishment of this District.

As part of the ongoing Zoning Code update, the Central Commerce Overlay District will be revised or removed; however, since that work is not yet complete, the proposal includes 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 Xerxes Avenue North) into a combined 270-units of housing across two multi-family residential buildings, now known as Sonder House and Sonder Pointe.

The Applicant is requesting an amendment to the Zoning Code and associated map to remove the Subject Property from the Central Commerce Overlay District in order to allow for additional dwelling units to be constructed on the Subject Property. The 2040 Comprehensive Plan designates the Subject Property for Commercial Mixed-Use, with approximately 50-percent of this designation anticipated for residential use.



Map 3. Central Commerce Overlay District and Subject Property (highlighted in black).

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 6221 Shingle Creek Parkway, from the Central Commerce Overlay District, subject to the Applicant complying with the Conditions of Approval as noted below, and approval of the related site and building plan, Planned Unit Development, and Comprehensive Plan Amendment requests.

PLANNED UNIT DEVELOPMENT

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 would not be allowed 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 R-7 (Multiple Family Residence) District, which is the City's highest density residential district (maximum of 31 dwelling units per acre), to Planned Unit

Development-Commercial Mixed Use.

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:

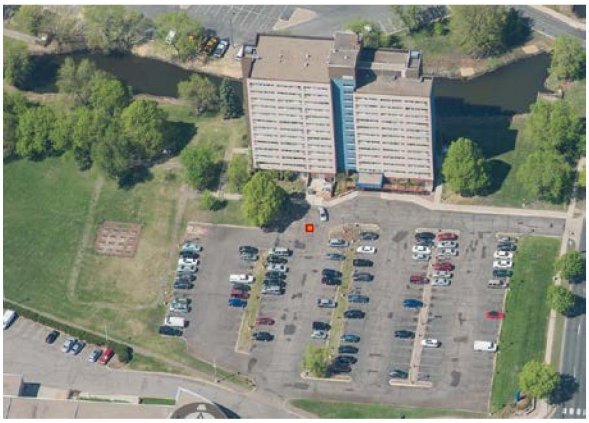
1. Compatibility of the plan with the standards, purposes, and intent of this section (Section 35-355);
2. Consistency of the plan with the goals and policies of the Comprehensive Plan;
3. The impact of the plan on the neighborhood in which it is to be located; and
4. The adequacy of internal site organization,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

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 6221 Shingle Creek Parkway, to Planned Unit Development-Commercial Mixed-Use District, subject to the Applicant complying with the Conditions of Approval as noted below, and approval of the related site and building plan, Zoning Code and Comprehensive Plan Amendment requests.

SITE AND BUILDING PLAN

Site Design

The proposed development would result in the construction of a 48-unit, five story addition intended to serve families (family focused units). The proposed addition would be located just west of the existing 13-story Crest Apartment building and be oriented north to south. The new addition and existing apartment building would share a lobby, amenities (e.g. community room, fitness room, learning center, laundry rooms), and be physically connected via a pedestrian walkway. The lobby would serve as the new primary entrance and leasing center for all 171 units. The proposal also contemplates the installation of a children's play structure, garden boxes for residents, and an outdoor patio off the proposed community room.





Images 1 and 2. Existing Site and Proposed New 5-Story Addition and Site Improvements (6221 Shingle Creek Parkway).

Setbacks

The proposed five-story addition identifies a front yard setback of approximately 300 feet from the property line abutting Shingle Creek Parkway, approximately 93 feet to the rear (or west) of the Subject Property, which abuts Centennial Park, and approximately 65 feet at its closest interior setback along the north end of the Subject Property, which abuts City Hall. No new construction is anticipated for the existing 13-story Crest Apartment building.

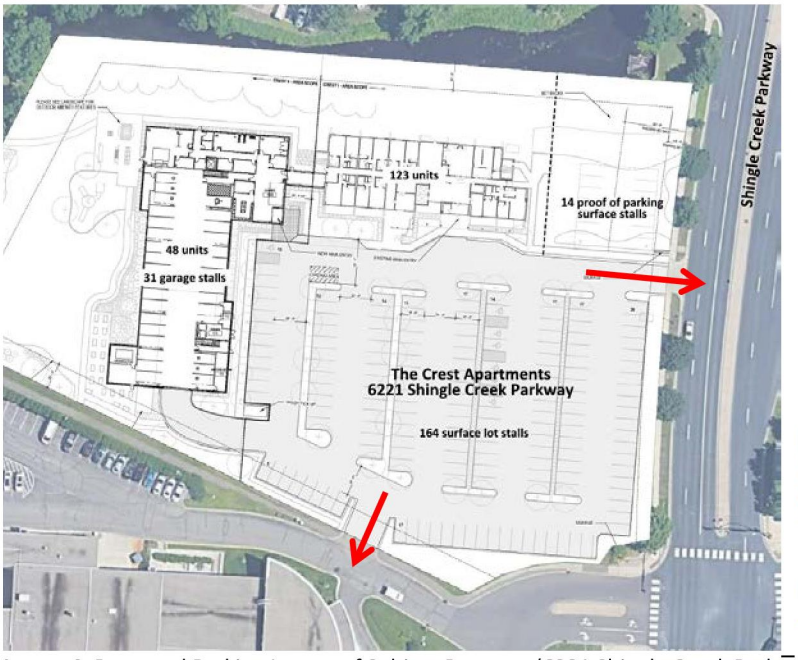
Architectural Materials

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. The proposed five-story addition anticipates installation of Hardie Board siding in a vertical orientation, and metal paneling in both vertical and horizontal orientations. An elevation by elevation breakdown of Class I and Class II building materials was not provided. City staff requests that the Applicant forward an exhibit to determine conformance pending approval of the application requests.



Image 3. Rendering of New Five-Story Addition (6221 Shingle Creek Parkway).

Access and Parking



PARKING TOTALS	
SURFACE	164
STRUCTURED	31
TOTAL	195
PROOF OF PARKING	+14
ALTERNATE TOTAL	209

Image 4. Proposed Parking Layout of Subject Property (6221 Shingle Creek Parkway).

The Subject Property is currently served by two access points: a right-in/right-out driveway off the southbound lane of Shingle Creek Parkway, and a private drive access located to the south of the Subject Property that provides shared access to the Subject Property and Hennepin County Service Center (6125 Shingle Creek Parkway). This access is controlled by a traffic light at the intersection of Shingle Creek Parkway and the terminus of Summit Drive. The Applicant proposes to maintain these access points; however, the Applicant will need to determine if any amendments to a previously recorded ingress and egress easement (Document No. 1429165), or Maintenance Easement (Document No. 1723923) are required.

Per Assistant City Engineer Andrew Hogg in his memorandum dated June 4, 2021 (Exhibit C), detailed vehicle turning and tracking movement diagrams for delivery vehicles, garbage trucks, buses, etc. are to be provided demonstrating proposed and actual routing throughout the Subject Property. A narrative and plans would also be required outlining any temporary parking or access constraints during the course of construction.

As proposed, the updated parking lot would provide 24-foot wide drive lanes, which is the minimum width required to allow for two-way traffic. Two areas appear to be set back near the existing entrance to the Crest Apartment building and the proposed new entrance, which would offer a space for drop-offs, pick-ups, and deliveries.

There are a total of 171 dwelling units proposed between the two buildings. Section 35-704 (*Minimum Parking Spaces Required*) of the Zoning Ordinance requires two (2) parking spaces per dwelling unit, or 342 total on-site parking spaces. As part of the original site and building plan approvals for the 122-unit Crest Apartment building in 1972, the project was approved with the understanding that less parking would be required due to evidence provided at the time indicating that subsidized housing relied less heavily on on-site parking. Pursuant to City records, it appears the Subject Property was approved with allocations for a total of 244 on-site parking spaces, and based on a completed parking lot of 123 parking spaces and a "proof of parking" for 121 additional spaces located westerly of the existing parking area and in the location of the proposed new five-story addition.

While the majority of the parking lot is proposed for surface lot parking (164 spaces and 14 "proof of parking"), an additional 31 parking spaces would be available at the ground floor level of the proposed new addition. Assuming the existence of 130 stalls for 122 units in the existing parking lot, on-site parking is currently provided at 1.06 spaces per unit. The Applicant indicates in their narrative (Exhibit A) that the current parking lot is underutilized, and the proposal is to rebuild the parking lot with a storm management system below. A total of 195 on-site parking spaces would be constructed for the proposed 171 dwelling units for 1.14 spaces per unit, with an option to increase parking by 14 spaces for a total of 209 spaces or 1.22 spaces per unit if a need is determined in the future.

The Applicant should note any considerations with regard to controlled access via the proposed garage structure. It is understood that the Applicant held some initial discussions with other City staff regarding safety and security considerations with regard to their building plan, but a CPTED (Crime Prevention through Environmental Design) was not completed. Pending approval of the requests, City staff requests that the Applicant follow up with City staff for a more formal review of the proposed site and building improvements.

As proposed, the new five-story addition would be constructed on top of the existing 121-space "proof of parking." Per City staff request, a Parking Study (Exhibit D) was completed by Alliant Engineering to

determine whether sufficient on-site parking would be provided with the proposed improvements. Their study was conducted on Thursday, May 6, 2021, and Saturday, May 8, 2021 between the hours of 5 a.m. and 8 a.m. and 9 p.m. and midnight. At peak, the provided Parking Study indicated that a peak parking demand of 98 vehicles was observed in both of the early morning and late evening hours of Thursday, May 6th, with a slightly lower peak demand observed on Saturday, May 8th. A peak parking rate of 98 vehicles on-site for the 117-units currently occupied at the Crest Apartment building, which equates to a peak parking rate of 0.84 vehicles per occupied unit.

The above rate was then used to calculate a hypothetical maximum of 103 vehicles that could be expected to utilize the existing parking lot under a scenario in which all 122-units in the existing Crest Apartment building were occupied. Under this scenario, and assuming a peak parking rate of 0.84 vehicles per occupied unit, it is assumed there would be a surplus of 30 parking stalls utilizing the existing surface parking lot.

Assuming construction of an additional 48-units of housing within the proposed five-story addition and the conversion of an existing office space in the existing Crest Apartment building to a studio apartment, Alliant Engineering estimated a peak parking demand of 145 vehicles assuming full occupancy of both buildings (171 total units). Assuming construction of 195 parking stalls, it is anticipated there would be a 50-stall surplus (34.5 percent) of on-site parking, and that the proposed 14-space "proof of parking" to the east of the existing Crest Apartment building would not be required.

It should be noted that the above calculations assume a 0.84 vehicles per occupied unit peak parking rate, and that the existing Crest Apartment building is comprised of 78 one-bedroom and 44 two-bedroom units. The proposed 48-unit addition proposes a mix of 4 one-bedroom units, 28 two-bedroom units, and 16 three-bedroom units. As the intent is for the proposed addition to offer family-focused units, there is also the reality that there may be more cars per unit given the increased unit size.

A 2018 survey of available parking spaces at other multi-family rental properties by City staff revealed few properties in the City meet the current requirement of two (2) parking spaces per dwelling unit. The lack of parking citations issued at apartment complexes with fewer than two parking spaces per unit in the City comparable to this proposed development seems to indicate a lack of parking may be minimal.

It is anticipated that both existing and future residents of the Subject Property will utilize the adjacent bus stop off Shingle Creek Parkway, as well as the nearby Brooklyn Center Transit Center. The Subject Property is currently serviced by sidewalks and trails to the east and west of the property, but proposes the addition of new sidewalks and connections to the adjacent Centennial Park and trails, as well as exterior bike parking near the main building entrances.

Lighting

The Zoning Code notes, "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." The submitted photometric plan proposes an average of 2.75 foot-candles across the site with a maximum concentration of 7.4 foot-candles towards the center of the site and parking lot. As proposed, 11 luminaires would be distributed throughout the surface parking lot, along with 11 bollard-style pedestrian lights placed around the perimeters of the new and existing apartment buildings, and pendant style down-lighting and wall-packs.

Per the City Zoning Code, 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 Zoning Code requirements.

The Applicant should ensure sufficient lighting is provided and distributed over all entrances and exits, walkways, and near site amenities (e.g. playground, trash enclosure). The Applicant should also ensure sufficient lighting is provided near pedestrian access points off Shingle Creek Parkway and with consideration to potential travel routes to the new five-story addition (i.e. path of least resistance).

Trash

As proposed, the new five-story addition would have access to a trash enclosure on the southeast corner of the new building, to the east of the proposed garage doors. Per a review of the existing building and submitted plans, it appears the plan is to retain the existing trash enclosure located just west of the existing entrance to the Crest Apartment building for those residents. Assuming this, City staff requests that the existing trash enclosure be updated to comply with City requirements, including but not limited to a full screening of the trash enclosure with opaque doors, and walls high enough to completely contain any dumpsters. Given the current location of the trash enclosure, City staff is also requesting that the Applicant entertain options for screening trash from top view (i.e. the apartments above). The Applicant should provide a proposal for frequency of trash pick-up and determine the need for garbage and recycling containers to be placed throughout the site (e.g. near building entrances, near proposed community amenities).





Images 5 and 6. Proposed New and Existing Trash Enclosure Locations (6221 Shingle Creek Parkway).

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. Per Chapter 12 (Building Maintenance and Occupancy) of the City Code, 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 Subject Property, City staff noted there is current ground-mounted equipment at the northeast corner of the existing Crest Apartment building and visible from Shingle Creek Parkway that is not in compliance with the aforementioned code requirements, as the enclosure is too short to provide any screening. As part of any approval, City staff is requesting this enclosure be updated to comply. See Image 7 below.

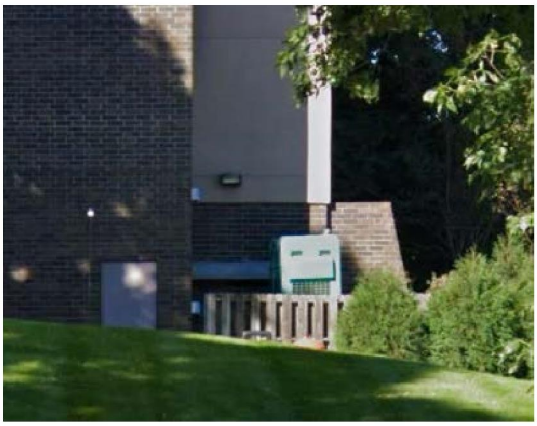


Image 7. Non-Compliant Ground Mounted Equipment (6221 Shingle Creek Parkway).

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, and 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.

The point system requires multi-family residential sites to provide a specific amount or number of landscaping units, and is based on the maximum percentage of certain materials (i.e., 50% shade trees; 40% coniferous trees; 35% decorative trees; and 25% shrubs). Given a "Multi-Family Residential" use and assuming an approximately 4.37 acre site, the Subject Property would have to accrue 358 points. (2 acres * 90 + 2.37 acres * 75 = 357.75 points).

Planting Type	Minimum Size	Points Per Planting	Maximum Points (%)	Points Accrued
Shade (Deciduous) Trees	2 ½" diameter	10	50% or 179 points	**179 points** (67 trees * 10 points)
Coniferous (Evergreen) Trees	5' height	6	40% or 143 points	**0 points** (0 trees * 6 points)
Decorative (Ornamental) Trees	1" diameter	1.5	35% or 125 points	**9 points** (6 trees * 1.5 points)
Shrubs	12" diameter	0.5	25% or 90 points	**172.5 points** (345 shrubs * .5 points)
Total				**360.5 points**

Based on a review of the submitted Landscape Plan, dated May 11, 2021, the plan meets and exceeds the minimum requirements under the Landscape Point System Policy at 360.5 points achieved. The Applicant may want to identify potential coniferous trees for planting as none were identified on the submitted plan.

As proposed, the Applicant desires to plant native plantings where possible to reduce the need for irrigation and fertilizers and provide habitat and food for pollinators. City staff is supportive of this particularly given the Subject Property's location next to Centennial Park and Shingle Creek.

Signs

No specific signage requests were made regarding new or revised signage for the Subject Property, although a sign is indicated in the submitted architectural plans on top of the proposed new main

entrance. 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, and the Applicant will need to apply for and receive issuance of a sign permit prior to any installation.

Engineering Review
Andrew Hogg, Assistant City Engineer, reviewed plans and provided a memorandum, dated June 4, 2021 (Exhibit C). Most of the comments pertain to the need for plan corrections and additional details. Many of the provided comments relate to the proposed stormwater details and systems and the ability to capture and route surface run-off from parking areas through soil medium prior to discharge in the proposed underground stormwater system. Assistant City Engineer Hogg also requests that detailed turning and tracking movement diagrams for delivery vehicles, garbage trucks, etc. be provided. In addition an 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.

A stormwater report dated May 11, 2021 and attached as Exhibit E was also completed by Pierce Pini & Associates per City staff request as the Subject Property abuts Shingle Creek and is located at least partially in the 100-year floodplain. The City has record of an approved Letter of Map Amendment (LOMA) on file that indicates the existing Crest Apartment building is outside the 100-year floodplain and located in Flood Zone B (also known as Zone X), which is considered to be a moderate flood hazard area located between the limits of the base flood and 0.2 percent annual change (or 500-year) flood.

Per the report provided, the identified peak elevation for a 100-year storm event was 842.37 feet. This would provide more than two feet of separation between the 100-year peak elevation and the low floor opening of the existing and proposed buildings.

Fire Inspection/Building Review
Pending approval of the requests, the Applicant will need to submit full construction plans, including but not limited to: architectural, structural, mechanical, 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 in the new five-story addition and enclosed garage. The Applicant will also need to meet any minimum ADA requirements with regard to the building and site improvements.

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 is requesting the Applicant forward any final site and building plans to City staff for CPTED (Crime Prevention through Environmental Design) review and commentary. City staff is to the understanding that initial discussions were held regarding the building plans, but no formal recommendations were provided by City staff.

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 new five-story addition, building and site improvements for the Subject Property located at 6221 Shingle Creek Parkway, subject to the Applicant complying with the Conditions of Approval as noted below, and approval of the related Planned Unit Development, Zoning Code and Comprehensive Plan Amendment requests.

APPROVAL CONDITIONS

Staff recommends the following conditions be attached to any positive recommendation on the approval of Planning Commission Application No. 2021-002 for the Subject Property located at 6221 Shingle Creek Parkway:

1. Site and Building Plan Review:
   All requested alterations will need to be approved by City staff with respect to applicable codes prior to the issuance of permits, and fire related building code items shall be reviewed and approved by the Fire Chief.
   a. Any significant changes or modifications made to this request can only be made by an amendment to the approved plans and documents 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 provide any final site and building plans to City staff for a CPTED review and make alterations as necessary prior to permit release.
   d. The Applicant shall work to ensure all applicable Minnesota Fire Code requirements have been met as part of any site plan approval.
   e. A fire sprinkler system is required to be installed and shall be maintained on a consistent basis in the proposed five-story addition and enclosed garage.
   f. The Applicant shall install irrigation systems where necessary to facilitate site maintenance, and irrigation shop drawings for review and approval prior to installation.
   g. The Applicant shall provide a lighting plan that identifies all existing and proposed lighting for the parking lots and building. The lighting plan shall include a site wide photometric plan that is in conformance with the lighting provisions as noted under the City Zoning Ordinance and in consideration of the City' s Architectural Design Guidelines. Fixture specifications shall be provided prior to issuance of any building permits.
   h. 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. 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.
   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.

3. Engineering Review:
   a. The Applicant agrees to comply with all conditions or provisions noted in the Assistant

City Engineer's review memorandum, dated June 4, 2021.

b. 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.

RECOMMENDATION

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

*Motion to approve a Resolution recommending that the City Council approve **(1)** the submitted site and building plan, **(2)** establishment of a Planned Unit Development, **(3)** an amendment to the Zoning Code and associated Map to remove the Subject Property located at 6221 Shingle Creek Parkway from the Central Commerce Overlay District, and **(4)** an amendment to the City's 2040 Comprehensive Plan to allow for a density range increase of the future land use designation of "Commercial Mixed-Use" from 10.01 to 25 dwelling units per acre to 10.01 to 60 dwelling units per acre, based on the submitted plans and findings of fact, as amended by the Conditions of Approval in the June 10, 2021 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. 2021-002 Plans and Documents, submitted May 11, 2021.

Exhibit B – Public Hearing Notice, as published in the Brooklyn Center Sun Post, and dated May 27, 2021.

Exhibit C – Review Memorandum, prepared by Assistant City Engineer Andrew Hogg, and dated June 4, 2021.

Exhibit D – The Crest Apartments Parking Study, prepared by Alliant Engineering, and dated May 18, 2021.

Exhibit E – Stormwater Calculations for Aeon Crest II Apartments, prepared by Pierce Pini & Associates, Inc. and dated May 11, 2021.

Exhibit A

For Office Use Only	
Date Received:	05/11/2021
Date Application Complete:	
Letter of Completeness:	
PC App No.	2021-002

2021 Planning Commission Application

Applicant Information:

Name: The Crest Apartments LLC

Address: 901 N 3rd Street, Suite 150, Minneapolis, MN 55401 Attn: Leslie Roering, Senior Real Estate Developer

Office Phone: 612-746-4853 Cell: 612-708-0915

Email: lroering@aeon.org FAX:

Property Owner Information* (*if different from Applicant*):

Name: Same as Applicant

Property Owner Address:

Office Phone: Cell:

Email: FAX:

Project Information:

Provide a general description of your project and request(s): See attached memo.

Address/Location of Property: 6221 Shingle Creek Parkway, Brooklyn Center, MN 55430

Legal Description of Property: REGISTERED LAND SURVEY NO. 1359 HENNEPIN COUNTY, MINNESOTA

Application Type (Mark all that Apply)

☐	Comprehensive Plan Amendment	$1,050	☐	Appeal	$200
☐	Rezoning	$1,050	☐	Zoning Code Text Amendment	$500
☐	Special/Interim Use Permit	$250	☐	Special/Interim Use Permit Amendment	$150
☑	Site and Building Plan Review	$750	☐	Variance	$200
☑	Planned Unit Development	$1,800	☐	Planned Unit Development Amendment	$700
☐	Preliminary Plat	$400	☐	Final Plat	$200

IMPORTANT: All applications may be subject to additional fees for reimbursement of costs incurred by the City for filing, reviewing, and processing applications in the form of an escrow to the City.

Application Fee: $_____ Escrow Amount: $_____ Receipt No: _____

Acknowledgement and Signature:

The undersigned acknowledges that they understand that before a Planning Commission application can be deemed complete, all required fees and escrows must be paid to the City. By signing and submitting this application, the Applicant agrees to pay to the City of Brooklyn Center the actual costs incurred for expenses reasonably and necessarily required by the City for the review, filing, and processing of the application. Such costs will be in addition to the application fee described herein. Withdrawal of the application will not relieve the applicant of the obligation to pay costs incurred prior to withdrawal. Any administrative fees paid as part of the submission of this application are nonrefundable.

	5/11/21
Property Owner Signature (Required)	Date
[redacted]	
Applicant Signature (If different than Property Owner)	Date

BKV GROUP

ARCHITECTURE INTERIOR DESIGN LANDSCAPE ARCHITECTURE ENGINEERING

Memorandum

TO: **City of Brooklyn Park City Council, Planning Commission & Planning Staff**

COPY: Leslie Roering, Beth Shogren, Jen Small -Aeon & Joe Brown, Ellie Ziaie – BKV Group

FROM: Chris Palkowitsch, AIA – BKV Group

DATE: **05/11/2021**

RE: Crest Apartments – Site and Building Plan Review & PUD

aeon home changes everything

Aeon with BKV Group is proposing to add additional development and renovations to the Crest Apartments at 6221 Shingle Creek Parkway. This site is 4.37 acres (190,483 SF) and houses the 13 story Crest Apartments with 122 existing affordable units, constructed in 1972. The new proposal adds 48 housing units in a five-story building and 1 unit to the existing building for a new site total of 171 units. The new building addition is connected to the existing building with a shared first level lobby, amenities, and enclosed link. The new units will focus on providing affordable units for families. The proposed addition unit mix consists of 4 one-bedroom units, 28 two-bedroom, and 16 three-bedroom units. The existing building will be renovated, primarily focusing on maintaining the current use of the building for years to come, additionally one studio unit will be added to the existing building replacing an existing office space. The remainder of the existing building unit mix consists of 78 one-bedroom units and 44 two-bedroom units.

<u>Aeon</u>

Aeon's mission is to create and sustain quality affordable homes that strengthen lives and communities. Over the past 35 years, we have successfully developed, redeveloped, or preserved more than 5,650 apartment homes in 59 properties, providing homes to more than 15,000 people in Minnesota. Aeon is a non-profit owner and manager. The name 'Aeon' is from the Latin word 'eon' meaning 'forever', demonstrating our focus on providing long-term, quality, homes.

Aeon purchased The Crest Apartments in 2012 through a HUD foreclosure process to ensure the long-term affordability for existing and future residents. In 2014, initial renovations were completed on many of the building systems. The proposed project will complete renovations to the main building systems and enhance the feeling of home for our residents with interior upgrades.

The Crest Apartments is a mix of one- and two-bedroom units. The proposed project will preserve and expand on those units and add much needed three bedrooms units to the mix. The Twin Cities has a severe need for more affordable homes. There are currently only 37 affordable homes available for every 100 extremely low-income families in need (MN Housing). And without stable housing, people cannot properly address their health, education, employment, and social needs.

Given the unusual time we face with the COVID-19 pandemic, there is an even greater need for affordable housing. Renters have lost income, childcare, and social supports. Significant disruptions to the pipeline of new

affordable housing could mean fewer new units coming online in the upcoming months or years. Aeon is confident we can navigate this uncertainty. Together, we can ensure our community's most vulnerable families have access to stability during this national crisis.

Site & Zoning

The site is located on Shingle Creek Parkway. The buildings to the east, across Shingle Creek Parkway are two office buildings and Shingle Creek Center. The northern border of the site is Shingle Creek and Brooklyn Center City Hall. The west site boundary is immediately adjacent to Centennial Park, the park amenities, and a vast trail system. Additionally, the Hennepin County Service Center and Library are located to the south. The site is on bus line 722 with bus stops in close proximity.

The site is zoned R7 Multiple Family Residence. This project is being submitted as a Planned Unit Development, (PUD). With the addition of the new 48 units and the 1 unit added to the existing building, the project will total 171 units. The site will have 39.1units per acre, the existing building is at 27.9 units per acre. Base zoning allows for a density of 31 dwelling units per acre. Additionally, we are proposing a reduction in the base zoning site parking requirement of 2 stalls per unit, to 1.14 stalls per unit.

Additional Units per Acre - The additional 48-unit building uses underutilized land on the site to add additional affordable units to the city. With the addition, the site still provides ample open space and new outdoor amenities to the residents. The site also has immediate access to Centennial Park and its trails. The positioning of the 5-story building has minor impacts to the neighboring properties, with almost no impact in the spring, summer, and autumns months.

Parking Reduction - The existing parking lot has 130 stalls for 122 units, 1.06 Stalls per Unit. The current parking lot has been underutilized for a number of years. We are proposing to rebuild the parking lot with a robust storm management system below it. The new parking layout for the site will include 31 enclosed stalls within the new building and 164 surface stalls for a total of 195 stall for the 171 units, 1.14 Stalls per unit. Additionally, the site has 14 proof of parking sites in the north east corner. Aeon has completed a parking study that shows the peak vehicle demand to be .84 stalls per unit of need for the completed development.

Project Design

The current site and building underutilize the land by preserving a large amount of space on the west side of the site as proof of parking. The newly proposed 5 story addition seeks to better utilize the site while providing family focused units. The addition is I-shaped and runs north to south, connecting to the existing building with a new shared lobby, amenities, and enclosed building link (Pedestrian Walkway in MN Building Code terms). The new lobby will become the primary entry and leasing center for all the units. Additionally, the amenities shared by all residents will include a community room, fitness room, learning center, and laundry rooms. The site amenities will feature updated landscaping including a children's play structure, garden boxes for residents, and an outdoor patio off the community room. Furthermore, the landscaping will include new trees and drought resistant plantings that change seasonally providing a mix of colors.

The existing site parking lot is aged and needs to be reconstructed. We are proposing a more efficient parking layout, and the first floor of the new building will include 31 structured parking stalls. Parking cannot go below grade on this site due to the high ground water level and proximity to Shingle Creek. Vehicles access into parking garage is on the south side of the new building. The new surface parking lot will have 164 surface stalls

with 14 additional proof of parking stalls. Storm water management will be handled by a below grade pipe system, located in the parking lot.

Sustainability is integrated into the design and the project will meet Enterprise Green Community Standards. These standards focus on making sustainable design choices and positive impacts on the health of the residents. Some of the sustainability features include:

- Solar ready - Roof top photovoltaic array for onsite energy production.
- Improved site storm water management through treatment and rate control, current site is uncontrolled.
- Native plantings and cultivars of native plantings to reduce the need for irrigation and fertilizers and provide habitat and food for pollinators.
- Limited extents of irrigated turf grass to reduce the need for irrigation and maintenance.
- On site garden beds for residents.
- New sidewalks and enhanced landscaping, improving and promoting the walking experience around the site and connections to the park.
- Exterior bike parking near the housing entries.
- LED light fixtures.
- Energy Star appliances.
- High efficiency water heaters.
- Recycling collection and chute in the new addition.
- Durable exterior materials on the addition.
- Efficient doors and windows, with Low -E coating on the addition.
- Construction waste recycling.
- Smoke free building.

The exterior design of the apartment building has been influenced by the existing building and incorporates the concepts of the original building into an updated and refined design look with a retro feel. The existing tower is formed by two tall masses connected by the center blue recessed space. The primary window banding also creates a strong horizontal rhythm on the main elevations. The new 5 story addition has strong corner masses and a recessed center of the building, responding to the existing massing but creating something unique. The corner masses have a vertically stacked window look, in order to give the corners a taller appearance. The windows and banding in the center of the building are positioned horizontally, responding to the existing window banding.

The building materials feature a dark brown burnished block at the first level, entry and at the link. The burnished block was selected to complement brick on the existing building. Informed by the existing building buff color, champagne metallic metal panels are utilized on the building corner masses creating a contemporary interpretation. The center recessed area is a blue painted cement panel from levels 2-5.

<u>Stormwater Management - PPA Project #20-046</u>
The City of Brooklyn Center and the Shingle Creek Watershed District stormwater management rules and requirements apply to any site that disturbs more than one acre during development or redevelopment. Projects are required to meet the following standards:

a. Rate Control – proposed runoff shall not exceed pre-development runoff rates for the 2-year, 10-year and 100-year, 24-hour design storm events.

b. Water Quality – 80% total suspended solids and 60% total phosphorus shall be removed.

c. Water Quality Volume – 1.0" over the new impervious area shall be abstracted from the impervious surfaces on the site

Because the site is located within a floodplain, infiltration is not viable for this site because the 3' separation from the bottom of a treatment system to the high-water level is not feasible. The site stormwater system needs to be a filtration system rather than an infiltration system.

The site area is 4.38 acres. The new and redeveloped areas will be collected via catch basins and storm sewer and routed to the underground filtration system. This drainage area includes the new apartment building, reconstructed and new parking lot and sidewalks throughout the site. The approximate drainage area treated by the underground system is 3.35 acres.

To meet city and watershed requirements the new filtration system consists of 2,540 lineal feet 48" diameter HDPE pipe beneath the reconstructed parking lot to control the runoff rates. The pipe system connects to a 5'x10.5' Bioclean Water Polisher Filtration vault to meet water quality and volume control. Since the site stormwater cannot infiltrate, approximately 8,000 cubic feet of stormwater needs to filter through the filtration vault to meet volume requirements. The system will discharge to a 21" RCP pipe that connects to the existing 72" RCP city storm sewer in Shingle Creek Parkway.



Bioclean Water Polisher Filtration Vault
(picture from Bioclean website)



HDPE Pipe Gallery (picture from ADS website)

Specific Design Items that Meet the Intent of the City's Goals

a) Creating a walkable community – This project is walkable to Centennial Park and the County Library
b) The project supports the City's goal for additional affordable housing.
c) Incorporate increased diversity of units within new redevelopment areas from micro-apartments to three- and four-bedroom units. – This project will add family focused units to diversify the mix at the Crest, creating more housing options.
d) Stabilizing the existing owner/ renter occupied units – The renovation of this project will improve the longevity of the existing 122 units.
e) Residents indicated that there are few options available for larger multi-family units with at least three (3) bedrooms, making it difficult to find stable living options for families with more than two (2) children. This new project unit mix directly address the resident comments.
f) Sustainability and Green Energy - The project will be designed to meet Enterprise Green Community standards. Additionally, the roof will be designed to be solar ready.
g) The City will explore polices and ordinances, including incentives and standards, that encourage the construction of new affordable housing

Affordability and Financing

The Crest currently has an existing HUD Risk Share mortgage on it, with additional funds from Hennepin County and Minnesota Housing. The total existing funding equates to about $2,440,000 – some of which will remain with the project in a new limited partnership and some of which will be replaced with new financing.

Property	Lender	Program	Principal	Maturity	
Crest, The	Hennepin Co	NSP	$995,645	10/01/44	Assumed
Crest, The	MN Housing	FFCC	$575,000	09/01/44	Repaid
Crest, The	MN Housing	First Mortgage, HRS	$872,245	02/01/45	Repaid
Total			**$2,442,890**		

In partnership with the City of Brooklyn Center, the project aims to request approximately $18,200,000 in tax exempt bonds in Summer 2021. The project will secure a first mortgage and retain the NSP funds from Hennepin County. The general partner is expected to make a contribution to round out the capital stack for the project. The anticipated total development cost for this project is roughly $35,500,000.

As Underwritten:**				
Uses			**Sources**	
Acquisition/Existing Debt	$10,297,000		First Mortgage	$7,960,000
Construction	$17,434,161		Low Income Housing Tax Credit	$15,649,675
Professional Fee	$1,861,070		Hennepin County (assumed)	$995,645
Developer Fee/Consultants	$3,000,000		Interim Income	$300,000
Financing Costs	$1,909,304		Return of Forward Commitment	$121,680
Reserves	$1,081,639		General Partner Contribution	$1,377,064
			Seller Loan	$7,779,110
			TIF Request	$1,400,000
Total	**$35,583,174**		**Total**	**$35,583,174**

** Sources and Uses are subject to change during underwriting.

Construction Financing:

Construction Sources	
Tax Exempt Bond Loan	$18,245,275
Taxable Loan	$6,943,806
	$25,189,081

Aeon is committed to providing quality affordable homes for individuals and families with the greatest barriers to housing. The proposed Crest will provide affordable homes to 171 households. The Crest Apartments is proposed to be a mix of affordability from 30% area median income (AMI) to 60% AMI. The mix of affordability is spread throughout all unit types. This mix allows households of a variety of sizes and incomes an opportunity to call The Crest Apartments home.

As Underwritten:		Rent Range
30% AMI	11	Section 811 Project Based Rental Assistance for households with disabilities
40% AMI	36	1bd: $668; 2bd: $832
50% AMI	98	0bd: $735 $1bd: $830; 2bd: $1048-1056; 3bd: $1250
60% AMI	26	1bd: $1103; 2bd: $1322; 3bd: $1523
TIF REQUEST	$1,400,000	
Average Affordability	**48.12%**	

By providing an average affordability of 48.12%, the project ends up with a financial gap of $1,400,000. The Crest Apartments would not be feasible without the assistance of TIF due to the impact that deep affordability has on the income generated for the project. **The Crest Apartments will be seeking TIF assistance from the City of Brooklyn Center as part of this request.**

Schedule

To date, the development team has had preliminary meetings with City staff and a Concept Review with the City Council. This submission is for site and building plan review and PUD, for the project to complete the entitlement process.

If this project is selected to receive funding in July from the Minnesota Management and Budget office, we anticipate construction to begin in October of 2021. Construction would last approximately 13 months, with the project completed in October of 2022.

Contact Info

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Aeon
Senior Real Estate Developer
Mobile: 612-708-0915

Chris Palkowitsch
BKV Group
Architect, Partner
Mobile: 612-598-8808

[End of Memo]

The Crest Apartments

Plan and Building Plan Review
5.11.21

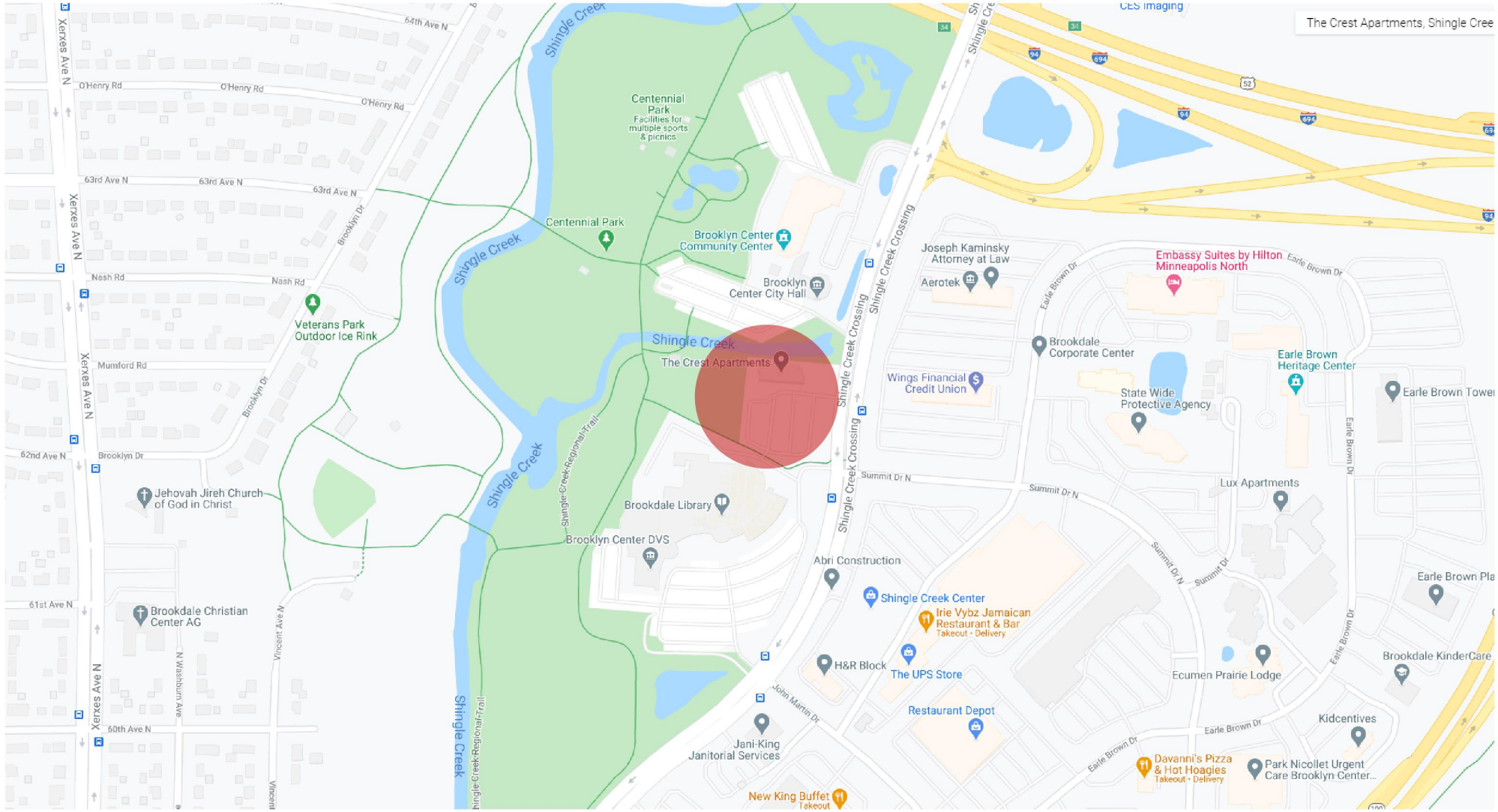


aeon
home changes everything

BKV
GROUP

WATSON - FORSBERG
General Contractors

Site



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Site context









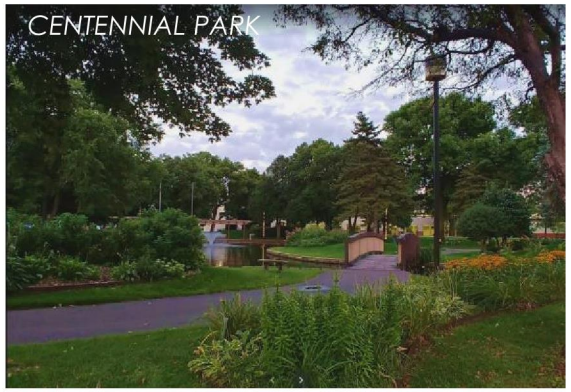












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Existing





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Project Information

4.37 acres (190,483 SF) Site

13-Story Crest Apartments Renovation

122 Existing Affordable Housing Units

Unit mix - 44 one-bedroom units and 78 two-bedroom units + One new studio unit.

Constructed in 1972

The existing building will be renovated, primarily focusing on maintaining the current use of the building for years to come.

Addition – New Lobby, Link Amenities & Units:

New main entry to both buildings & shared amenities

48 housing units in a five-story building

Unit Mix – 4 one-bedroom units, 28 two-bedroom, and 16 three-bedroom units.

Zoning

The site is zoned R7 Multiple Family Residence, with allowance of 31 dwelling units per acre.
The site will have 171 Total Units at 39.1 units per acre, the existing building is at 27.9 units per acre.

Parking

A parking study was completed recommending .84 stalls per unit.

Project proposes 195 stall at 1.14 stalls per unit, + 14 proof of parking stalls.

Site Plan

(For reference see plans for updates)



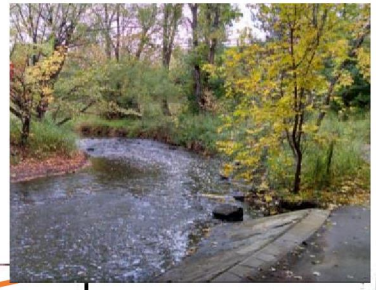
PARKING TOTALS	
SURFACE	164
STRUCTURED	31
TOTAL	195
PROOF OF PARKING	+14
ALTERNATE TOTAL	209

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Site Vision and Sustainability







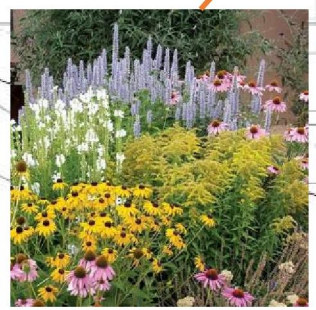












Sustainability Features

1. Project will meet **Enterprise Green Communities** requirements.
2. **Solar ready** - Roof top photovoltaic array for onsite energy production.
3. **Improved site storm water management** through treatment and rate control, current site is uncontrolled.
4. We will plant native and cultivars of **native plantings** to reduce the need for irrigation and fertilizers and provide habitat and food for pollinators.
5. We will limit the extents of irrigated turf grass to **reduce the need for irrigation and maintenance**.
6. On site garden beds for residents.
7. New sidewalks and **enhanced landscaping**, improving and promoting the walking experience around the site and connections to the park..
8. Exterior bike parking near the housing entries.
9. LED light fixtures.
10. Energy Star appliances.
11. High efficiency water heaters.
12. **Recycling collection** and chute in the new addition.
13. Durable exterior materials on the addition.
14. **Efficient doors and windows**, with Low-E coating on the addition.
15. **Construction waste recycling.**
16. Smoke free building.

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Renderings – Existing & Addition





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Materials





MP-1
Una Clad Firestone – UC-600
(Corrugated Metal Panel - Vertical)
Finish: Champagne Metallic



MP-2
Una Clad Firestone – Delta CFP-12
(Horizontal Panel - Flat)
Finish: Champagne Metallic



MP-3
Una Clad Firestone – Flat
Finish: Dark Grey

FCP-1
Fiber Cement Panel James Hardie
Vertical Siding Panels
Field Paint – Softer Tan



FCP-2
Fiber Cement Panel James Hardie
Vertical Siding Panels
Field Paint – Blue



Decorative CMU-1
Amcon Concrete Products - Burnished
Size: Half High, 3 5/8" x 3 5/8" x 16"
Finish: Color Series, 310 Walnut

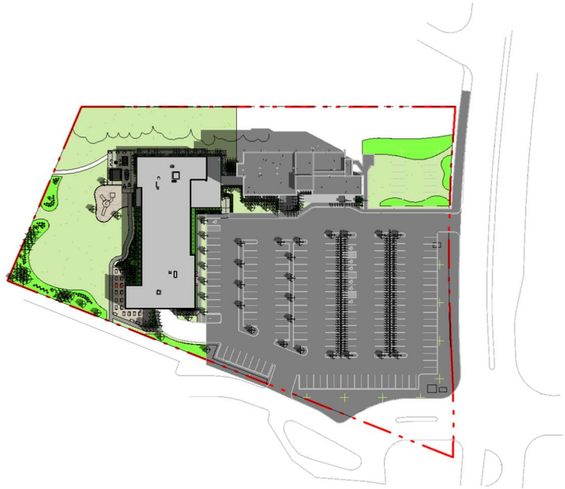


Pella Impervia - Fiberglass
Function Style – Awning
Finish: Brown

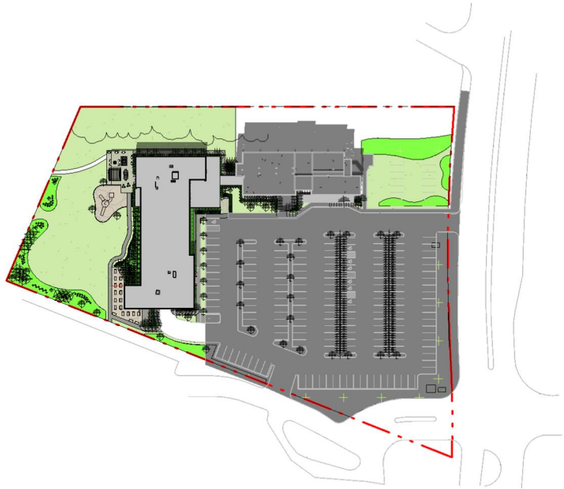
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SHADOW STUDY

SUMMER SOLSTICE



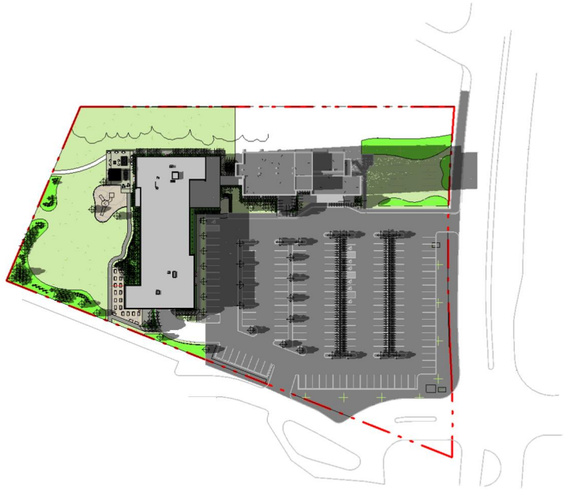
1 A3.0 9 AM SS



2 A3.0 11AM SS

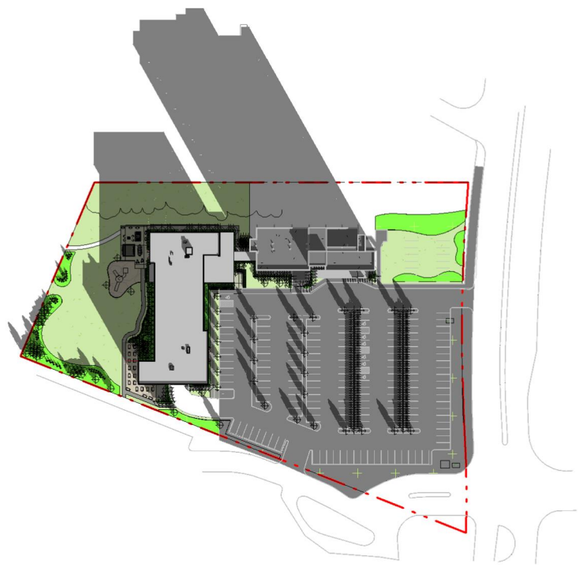


3 A3.0 1 PM SS



4 A3.0 3 PM SS

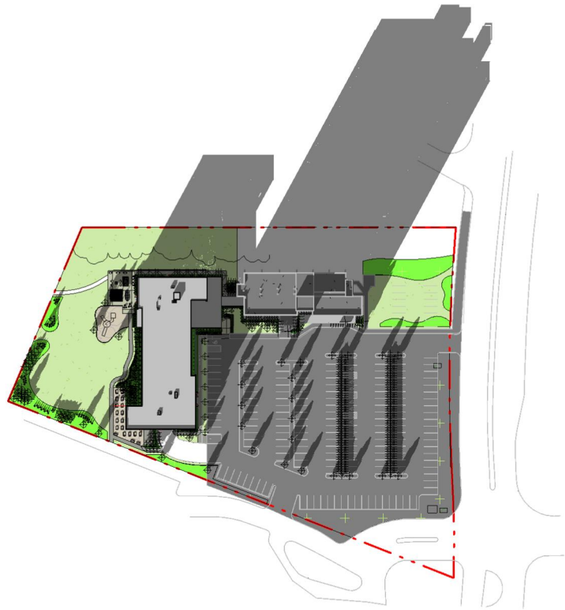
WINTER SOLSTICE



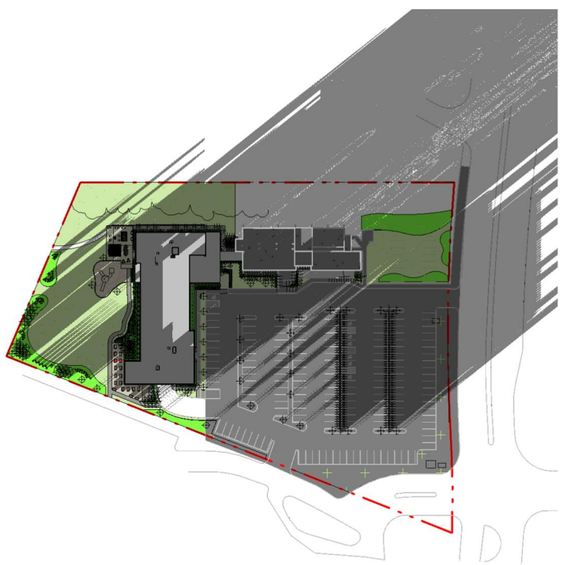
6 A3.0 9 AM WS



5 A3.0 11 AM WS



7 A3.0 1 PM WS



8 A3.0 3 PM WS

ENRICHING LIVES AND STRENGTHENING COMMUNITIES

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Chicago, IL 60604
P 312.279.0470

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1412 Main Street
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Dallas, TX 75202
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No 1 Dao Duy Anh Street
Ocean Park Building,
Suite 15, Room 1508
Phuong Mai Ward, Dong Da District
Hanoi, Vietnam
P 469.405.1240

MINNEAPOLIS
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Minneapolis, MN 55401
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Canal Square, Suite 410
Washington, DC 20007
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WWW.BKVGROUP.COM

AEON - CREST APARTMENTS

SITE PLAN REVIEW

6221 Shingle Creek Crossing, Brooklyn Center, MN 55430

AEON

RENDERING



PROJECT LOCATION



PROJECT SUMMARY (UNIT MATRIX)

Crest Apartments II
Minneapolis, Minnesota
5 Story Building

Unit Type	Description	Units	RENTABLE AREA per unit	TOTAL RENTABLE AREA (SQ.FT.) per unit type	Level 1	2	3	4	5	Total Units	Unit Mix Percentage
1 Bedroom Units											
A1	1 Br / 1 Ba	3	745	2,235		1	1		1	3	
A2 TYPE A		1	745	745				1		1	
Total 1 Bedrooms		4		2,980	0	1	1	1	1	4	8.3%
2 Bedroom Units											
B1	2 Br / 1 Ba	16	1,045	16,720		4	4	4	4	16	
B2	2 Br / 1 Ba	3	1,008	3,024		1	1	1	1	3	
B3	2 Br / 1 Ba	4	1,040	4,160		1	1	1	1	4	
B4	2 Br / 1 Ba	4	1,161	4,644		1	1	1	1	4	
B5 TYPE A	2 Br / 1 Ba	1	1,008	1,008		1				1	
Total 2 Bedrooms		28		29,556		7	7	7	7	28	
3 Bedroom Units											58.3%
C1	3 Br/ 2 Ba	4	1,335	5,340		1	1	1	1	4	
C2	3 Br/ 2 Ba	3	1,320	3,960		1	1	1	1	3	
C3	3 Br/ 2 Ba	4	1,260	5,040		1	1	1	1	4	
C4	3 Br/ 2 Ba	4	1,217	4,868		1	1	1	1	4	
C5 Type A	3 Br/ 2 Ba	1	1,335	1,335		1				1	
Total 3 Bedrooms		16		20,543		4	4	4	4	16	33.3%
RENTABLE TOTAL		48		53,079		12	12	12	12	48	

BUILDING SUMMARY

Floor	Amenity Area GSF	Gross Unit Area	Total GSF	Parking GSF	Parking Stalls
5TH LEVEL HOUSING	0	13,270	14,956		
4TH LEVEL HOUSING	0	13,270	14,956		
3RD LEVEL HOUSING	0	13,270	14,956		
2ND LEVEL HOUSING	0	13,270	14,956		
1ST LEVEL P/ AMENITY	4,782	0	4,782	12,375	31
Total	4,782	53,079	64,605	12,375	31
SF Efficiency			82%	Site Parking	164
Average Unit Size			1,106		
GRAND TOTAL (Housing + Parking GFA)	76,980				

Crest Apartments I
Minneapolis, Minnesota
12 Story Building- EXISTING

Unit Type	Description	Number of Units	Unit Mix Percentage
Studio Units			
S1	1 Br / 1 Ba	1	
Total 1 Bedrooms		1	0.8%
1 Bedroom Units			
1BD-1	1 Br / 1 Ba	68	
1BD-2 TYPE A	1 Br / 1 Ba	8	
1BD-1	1 Br / 1 Ba	1	
Total 1 Bedrooms		77	62.6%
2 Bedroom Units			
2BD-1	2 Br / 1 Ba	41	
2BD-2 TYPE A	2 Br / 1 Ba	4	
Total 2 Bedrooms		45	36.6%
RENTABLE TOTAL		123	

PROJECT TEAM

OWNER / APPLICANT:
Aeon,TBD LIMITED PARTNERSHIP
901 North 3rd Street, Suite 150
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Fax: 612.339.6212
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Civil:
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Contact: Alex Sawka

Electrical Engineering:
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Minneapolis, Minnesota 55401
Phone: 612.339.3752
Fax: 612.339.6212
Contact: Chad Kurdi

SHEET LIST - SITE PLAN REV

NUMBER	SHEET NAME	2021/02/17 SD SET	2021/05/11 SITE REVIEW
GENERAL			
G100	COVER SHEET	X	X
G120	CODE SUMMARY & OCCUPANCY CLASSIFICATION PLANS	X	X
CIVIL			
000	SURVEY	X	X
C100	GENERAL NOTES AND LEGEND		X
C200	SITE DEMOLITION PLAN	X	X
C300	SWPPP NARRATIVE	X	X
C301	SWPPP SITE LAYOUT	X	X
C302	SWPPP DETAILS		X
C400	GRADING AND DRAINAGE PLAN	X	X
C500	UTILITY PLAN	X	X
C550	STORMWATER DETAILS		X
C600	SITE LAYOUT PAVING PLAN	X	X
C700	CIVIL DETAILS		X
LANDSCAPE			
L100.	OVERALL SITE/LANDSCAPE PLAN		X
L101.	- EXISTINGNTING PLAN		X
ARCHITECTURE			
A1.01	1ST 2ND FLOOR PLAN		X
A1.02	3-6 & 7-12TH LEVEL FLOOR PLAN		X
A1.03	ROOF		X
A2.01	NORTH & EAST ELEVATION		X
A2.02	SOUTH & WEST ELEVATION		X
ARCHITECTURE			
A010	SITE PLAN	X	X
A101	LEVEL 1 OVERALL FLOOR PLAN	X	X
A102	LEVEL 2 OVERALL FLOOR PLAN	X	X
A103	LEVEL 3 OVERALL FLOOR PLAN	X	X
A104	LEVEL 4 OVERALL FLOOR PLAN	X	X
A105	LEVEL 5 OVERALL FLOOR PLAN	X	X
A140	ROOF PLAN	X	X
A401	EXTERIOR ELEVATIONS	X	X
A402	EXTERIOR ELEVATIONS	X	X
A501	BUILDING SECTIONS	X	X
ELECTRICAL			
E015	ELECTRICAL SITE PHOTOMETRICS		X

BKV GROUP

Architecture
Interior Design
Landscape
Architecture

222 North Second Street
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Suite 101
Minneapolis, MN
55401
612.339.3752

www.bkvgroup.com

CONSULTANTS

PROJECT TITLE

AEON - CREST APARTMENTS

ISSUE #	DATE	DESCRIPTION
	02/17/2021	SD SET
	05/11/2021	SITE PLAN REVIEW

CERTIFICATION

NOT FOR CONSTRUCTION

DRAWN BY	Author
CHECKED BY	Checker
COMMISSION NUMBER	2283-04

SHEET TITLE

COVER SHEET

SHEET NUMBER

G100

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5/11/2021 4:35:46 PM

CODE REVIEW SUMMARY

GOVERNING CODES, LAWS & AGENCIES:

2020 Minnesota Building Code Administration Chapter 1300
2018 International Building Code with state amendments /Chapter 1305
Special Fire Protection Systems/MSBC Chapter 1306
2020 MN Elevator Code Chapter 1307
2018 Commercial International Energy Conservation Code with state amendments/Chapter 1323
2020 MN Accessibility Code Chapter 1341 based on ICC/ANSI A117.1 2009
2015 MN Mechanical & Fuel Gas Code Chapter 1346 (2012 International Mechanical Code)
2016 MN State Plumbing Code/Uniform Plumbing Code
2020 International Fire Code with state amendments/Chapter 7510
2017 National Electrical Code
Minimum Plumbing Fixtures /2018 IBC Chapter 29 as amended
Snow Loads/MSBC Rules 1303.1700 (Hennepin County)
Frost Depth/MSBC Rule 1303.1600 (Hennepin County)
Wind Speed/Minimum 90 MPH

Crest Apartment II is a 5-story building above grade. The ground level contains the building entry, amenities, mechanical space and 31 parking stalls. The remaining 4 stories contain 48 dwelling units. This new construction building will be connected to an existing apartment building on the site by a pedestrian walkway.

1	**Occupancy Classification** (Chapter 3)	Primary Occupancy: Level 2 thru 5 - R-2 Secondary Occupancies: Located in Building 1, Type I-A Level 1 – S-2, A-3 & B
2	**Type of Construction** (Chapter 6)	Building 1 is Type I-A Construction* Building 2 is Type V-A* Building 2 is supported by the 3-HR Horizontal assembly below using the 510.2 provisions. * Buildings will be fully sprinklered with a system meeting the provisions of NFPA 13
3	**Allowable Area** (Chapter 5)	Building 1, Type I-A: A_a = Unlimited for R-2, A-3, S-2 • Actual Area = Level 1 = 16,050 SF **Total = 16,050 SF** Building 2, Type V-A: • Maximum Building Area: 36,000 sf x 3 floors = 108,000 sf • 108,000/4 floors = 27,000 sf per floor • Actual Area = Level 2 = 15,154 SF Level 3 = 15,154 SF Level 4 = 15,154 SF Level 5 = 15,154 SF **Total = 60,616 SF**
4	**Allowable Height** (Chapter 5)	Building 1, Type I-A: A_a = Unlimited height and stories • Actual Height = 12'-0" (above grade plane) • Actual Stories = 1 (above grade plane) Building 2, Type V-A: A_a = 70' height and 4 stories • Actual Height = 54'-8" (above grade plane) • Actual Stories = 4 (above Type I-A building) Buildings are compliant with allowable height and stories.

5	**Fire Resistance of Building Elements** (Chapter 6)	Building Element	I-A (hours)	V-A (Hours)
		Structural Frame	3	1
		Bearing wall – Exterior	3	1
		Bearing walls – Interior	3	1
		Nonbearing walls – Exterior		
		X < 5'	See Code Plans	See Code Plans
		5' ≤ X < 10'		
		10' ≤ X < 20' **		
		20' ≤ X **		
		**(20' per footnote G of Table 602)		
		Nonbearing walls – Interior	0	0
		Floor Construction	2	1
		Roof Construction	1.5	1
6	**Opening Protection at Exterior Walls** (IBC Section 705.8) All exterior walls are greater than 20'.	Maximum wall area of unprotected exterior openings at each story based on fire separation distance: 0' < X < 3': Not Permitted 3' ≤ X < 5': 15% 5' ≤ X < 10': 25% 10' ≤ X < 15': 45% 15' ≤ X < 20': 75% 20' ≤ X: No Limit		
7	**Fire-Resistance Ratings at Exterior Walls**	Required rating of exterior walls is based on Tables 601 and 602, based on fire separation distance:		

	(IBC Section 705.5) All exterior walls are greater than 20'.	0' < X ≤ 10': Wall rated for exposure to fire from both sides 10' < X: Wall rated for exposure to fire from the inside only
8	**Fire Walls** (IBC Section 706)	Firewalls are not included in this project.
9	**Fire Barriers** (IBC Section 707)	Fire barrier types noted below. See Table 716.1(2) for ratings of openings and for opening size limitation. a. Interior Exit Stairs and Ramps (IBC 712 and 1023): 2 HR @ 4 stories or more b. Exit passageways (IBC 1024): 2-HR – Not included in project. c. Horizontal exits (IBC 1026): 2-HR – Not included in project.

10	**Vertical Openings**	Building Element	Rating
		Shaft Rating (IBC 713.4)	2HR
		Waste and Linen Chutes (IBC 713.13)	2HR
		Waste and Linen Chute Access Rooms (IBC 713.13.3)	1HR & ¾ HR Openings
		Waste and Linen Chute Discharge Rooms (IBC 713.13.4).	2HR & 1.5 HR Openings
		Elevator Shaft (IBC 713.14).	2HR
11	**Fire Partitions** (IBC 708.1, 708.3, 711.2.4.3).	Floors and Partitions separating Dwelling Units and Sleeping Rooms, and Floors and Partitions separating Dwelling Units and Sleeping Rooms from other occupancies.	Rating 1HR
12	**Corridors** (Table 1020.1)	R-2 Occupancy S-2 and A-3 Occupancies	Rating ¾ HR 0 HR
13	**Fire and Draft Stops** (Section 718)	Provide in compliance with IBC 718. Floor/Ceiling assemblies will be filled with fiberglass batt insulation providing fire blocking and draft stops per IBC Section 718.	

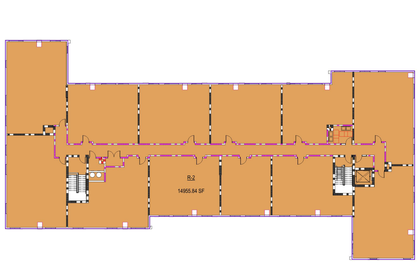
14	**Means of Egress**	Exit Element	Dimension
		Exit Door (Minimum) (Section 1010.1.1)	36" (3'-0")
		Corridor (Minimum) (Section 1011.2)	44" (3'-8") - maintain 22" beyond projection of in-swinging door
		Stairway (Minimum)	44" (3'-8")
		Stairway width for Accessible means of Egress (Minimum) (Section 1011.2)	44" (3-8") – [Sprinklered building - IBC 1009.3 Exception #2) Minimum width of 48" is not required in sprinklered buildings.
		Area of Refuge (IBC 1009.3.3 Exception #5 and 1009.4.2	Areas of Refuge are not required in buildings

		Exception #2) equipped with an NFPA 13 sprinkler system.
		Guard Height (Minimum) (Section 1015.3) 42" (3'-6")
		Egress Stair Height (Minimum) (Section 1011.3) 80" (6'-8")
		Egress Ceiling Height (Minimum) (Section 1003.2) 90" (7'-6")
		Dead End Corridor (Section 1020.4, Exception #2) 50' Max
		Common Path Distance (R-2) w/Sprinkler (Section 1006.2.1) 125' Max
		Common Path Distance (S-2) w/Sprinkler (Section 1006.2.1) 100' Max
		Common Path Distance (A-3) w/Sprinkler (Section 1006.2.1) 75' Max
		Exit Access Travel Distance (R-2, A-3) w/ Sprinkler (Section 1017.2) 250' Max
		Exit Access Travel Distance (S-2) w/ Sprinkler (Section 1017.2) 400' Max
15	**Occupant Load**	See Code Plans for exit access travel and number of occupants
16	**Fire Extinguisher**	Provide Fire Extinguishers in compliance with IBC 906 and NFPA 10. Maximum Travel Distance to a Fire Extinguisher shall not exceed 75'.

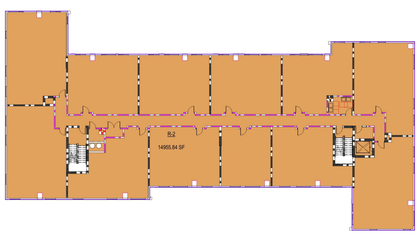
17	**Interior Finishes** (Chapter 8)	**For Occupancy Group R-2 and S-2**	Rating
		Stairways, ramps, passageways	C
		Corridors, exit access stairways, exit access ramps	C
		Rooms, enclosed spaces	C
		For Occupancy Group A-3	Rating
		Stairways, ramps, passageways	B
		Corridors, exit access stairways, exit access ramps	B
		Rooms, enclosed spaces	C
18	**Sound Transmission** (Chapter 12)	**Air-borne Sound** STC Rating of not less than 50 between dwelling units and between dwelling units and other common areas such as halls, corridors, stairs or service areas. STC Rating can be 45 if field tested. **Structure-borne Sound** ICC Rating of not less than 50 between floors/ceilings of dwelling units and between floor/ceilings of other common areas such public or service areas. ICC Rating can be 45 if field tested.	
19	**Roof Access**	Access to roof top shall be per IBC 1011.12 and Mechanical Code.	
20	**Elevator Requirements**	Minimum Cab Size: One elevator - to provide for 24" x 84" ambulance	

		(IBC 3002.4)	stretcher in a horizontal, open position with "Star of Life" symbol on door frame,
		Minimum Door Size:	36" x 84"
		Shaft Ventilation / Hoistway Venting:	
		Standby power (Generator): (Section IBC 1009.2.1)	Required if used as an accessible mean of egress (See IBC 1009.2.1 – **Elevator is required to be an accessible means of egress** – accessible floor is 4 or more stories above or below egress level.)
		Firefighter emergency operation: (Section 403.6.1 and Section 3007)	Required
		Minimum Accoutrements: (Section 1009.8)	Two-Way Communication is required meeting the provisions of IBC 1009.8 at each elevator landing.
21	**Accessibility**	Common Area	All public use and common use area are required to be designed and constructed to comply with IBC Section 1105.1, 1104.3
		Parking (Section 1106.1)	R-2 Housing Total Parking Provided at S-2 = 31 Total Parking Provided at exterior = 31 Accessible required: 30 x 2% = 1, +1 for Type-A unit. Accessible provided: 2
		Accessible dwelling unit for R-2 (Section 1107.6.1.1)	Total dwelling units = 48 x 2% = 1 Type-A Units required. Type-A shall be ANSI 117.1-2009 Type A All other units shall be ANSI 117.1-2009 Type B

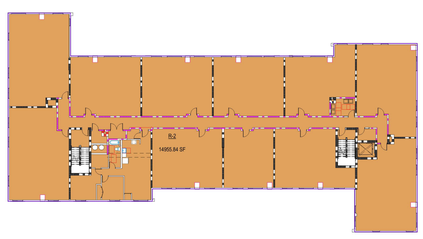
END OF CODE SUMMARY



2 G120 LEVEL 5
1" = 30'-0"



6 G120 LEVEL 4 - OCCUPANCY PLAN
1" = 30'-0"



5 G120 LEVEL 3 - OCCUPANCY PLAN
1" = 30'-0"



4 G120 LEVEL 2 - OCCUPANCY PLAN
1" = 30'-0"

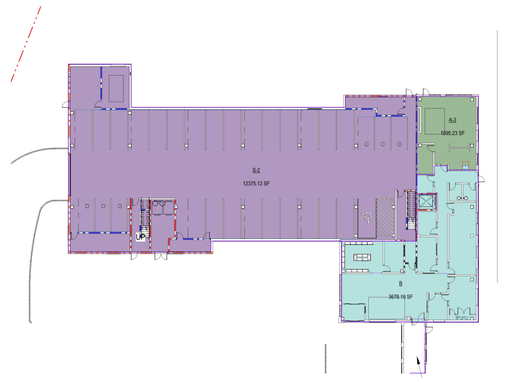
*GSF AREA BY BUILDING BY...	
Occupancy Classification	Area
B	3678.19 SF
A-3	1095.23 SF
S-2	12375.12 SF
R-2	14955.84 SF
R-2	14955.84 SF
R-2	14955.84 SF
R-2	14955.84 SF

OCCUPANCY CLASSIFCATION

A-3
B
S-2

OCCUPANCY CLASSIFCATION

R-2



3 G120 LEVEL 1 - OCCUPANCY PLAN
1" = 30'-0"

CODE LEGEND

- 30 MIN FIRE PARTITION
- 1 HR FIRE PARTITION
- 1 HR FIRE BARRIER
- 2 HR FIRE BARRIER
- 2 HR FIRE WALL
- 3 HR FIRE WALL
- 1 HR SMOKE BARRIER
- SMOKE PARTITION
- 30 MIN CORRIDOR, 20 MIN DOORS, 45 MIN WINDOWS
- SEPARATED OCCUPANCY
- SP — STANDPIPE
- FE / FEC — FIRE EXTINGUISHER; SEE FLOOR PLANS FOR FIRE EXTINGUISHER TYPES AND LOCATIONS
- EXIT TRAVEL DISTANCE
- ## — NUMBER OF OCCUPANTS EXITING
- LIFE SAFETY AREA TAG: (##)

Name — OCCUPANT LOADNAME
150 SF — INDICATES AREA SQUARE FOOTAGE
SF/OCC 20 — INDICATES AREA SQUARE FOOTAGE PER OCCUPANT
20 OCC — INDICATES OCCUPANT LOAD

CODE PLAN NOTES:
1. CODE PLANS ARE INTENDED TO BE PRINTED IN COLOR FOR CLARITY.
2. HIGHEST REQUIRED HOURLY RATING FOR ANY INDIVIDUAL WALL WILL BE SHOWN WHERE MULTIPLE REQUIRED RATINGS OCCUR.
3. EXIT ACCESS TRAVEL DISTANCE PER IBC 1016.1 IS 250 FEET AT R-2, 400 FEET AT S-2.
4. MAXIMUM TRAVEL DISTANCE TO FIRE EXTINGUISHER PER IFC 906.3 IS 75 FEET.
5. SEE SHEET G120 FOR COMPLETE CODE SUMMARY
6. PROVIDE 2-WAY COMMUNICATION AT ELEVATOR LANDINGS PER IBC 1007.8.
7. ALL DWELLING UNITS ARE MN STATE ACCESSIBILITY TYPE B PER CODE, CHAPTER 1341 UNLESS NOTED OTHERWISE.
8. PROVIDE FIRE PROTECTION TO RATING INDICATED ON CODE PLANS FOR STEEL COLUMNS, BEAMS & BEARING ANGLES SUPPORTING BUILDING ELEMENTS PER IBC 704 (SEE STRUCTURAL)
9. ASSEMBLY OCCUPANT LOADS SHALL BE POSTED BY SIGNAGE AT TIME OF FINAL BUILDING INSPECTION
10. PROVIDE IDENTIFICATION MARKINGS ON ALL WALLS REQUIRED TO HAVE PROTECTED OPENINGS OR PENETRATIONS PER MBC 703.7.

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PROJECT TITLE

AEON - CREST APARTMENTS

ISSUE #	DATE	DESCRIPTION
	02/17/2021	SD SET

CERTIFICATION

NOT FOR CONSTRUCTION

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COMMISSION NUMBER	2283-04

SHEET TITLE

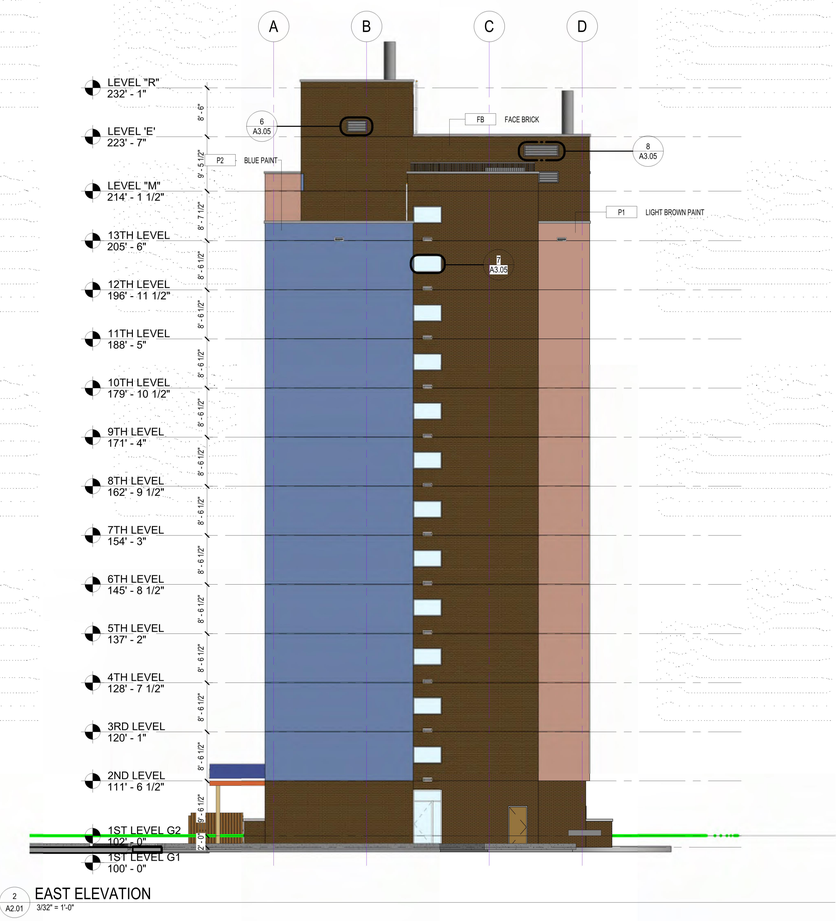
CODE SUMMARY & OCCUPANCY CLASSIFICATION PLANS

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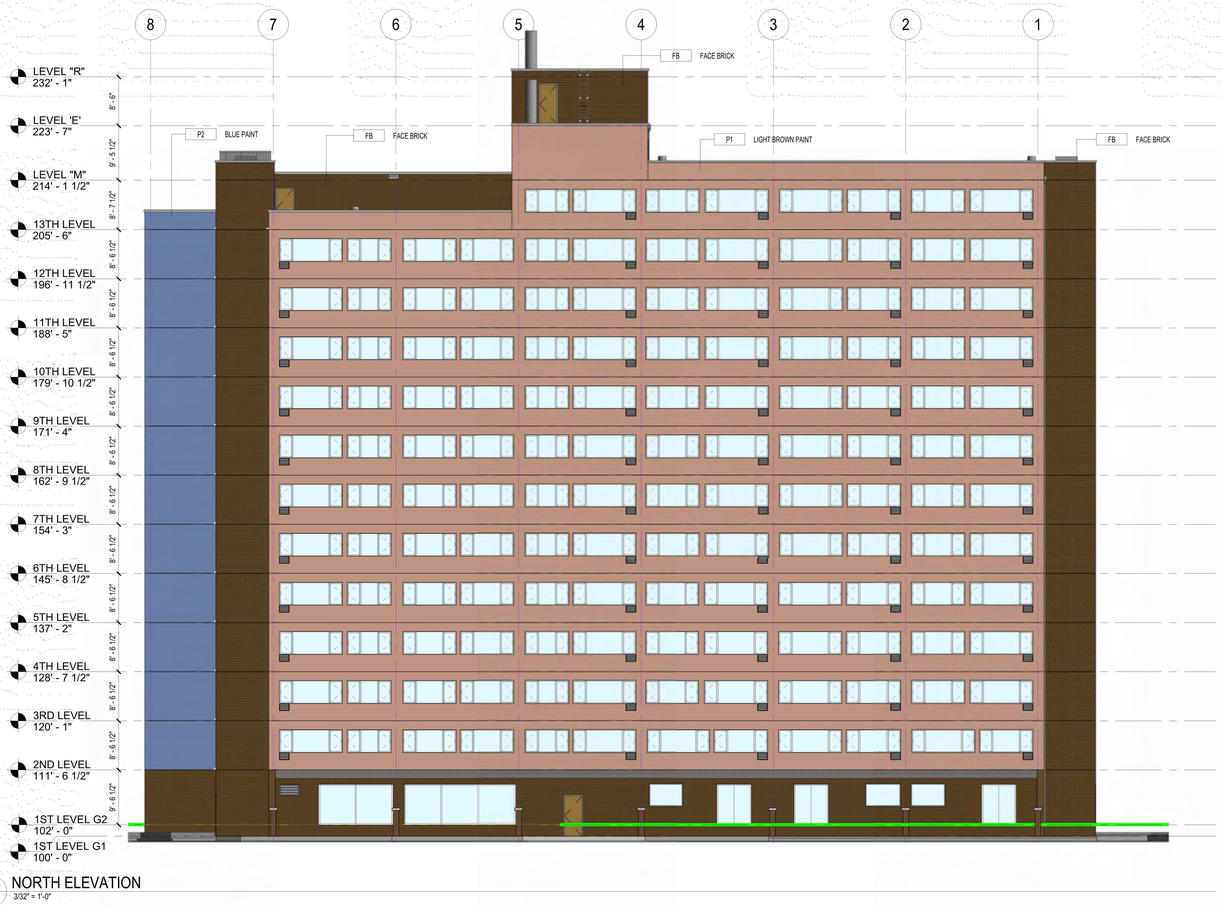
G120

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2 A2.01 EAST ELEVATION
3/32" = 1'-0"



1 A2.01 NORTH ELEVATION
3/32" = 1'-0"

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NORTH & EAST ELEVATION

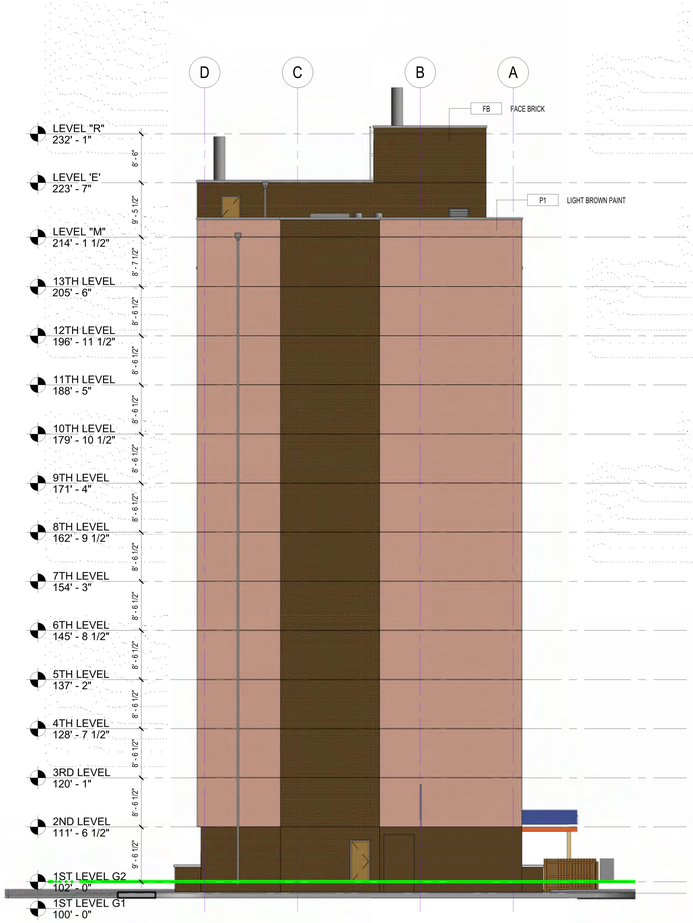
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A2.01

TRUE NORTH PLAN NORTH

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1 A2.02 WEST ELEVATION
3/32" = 1'-0"



2 A2.02 SOUTH ELEVATION
3/32" = 1'-0"

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SOUTH & WEST ELEVATION

SHEET NUMBER

A2.02

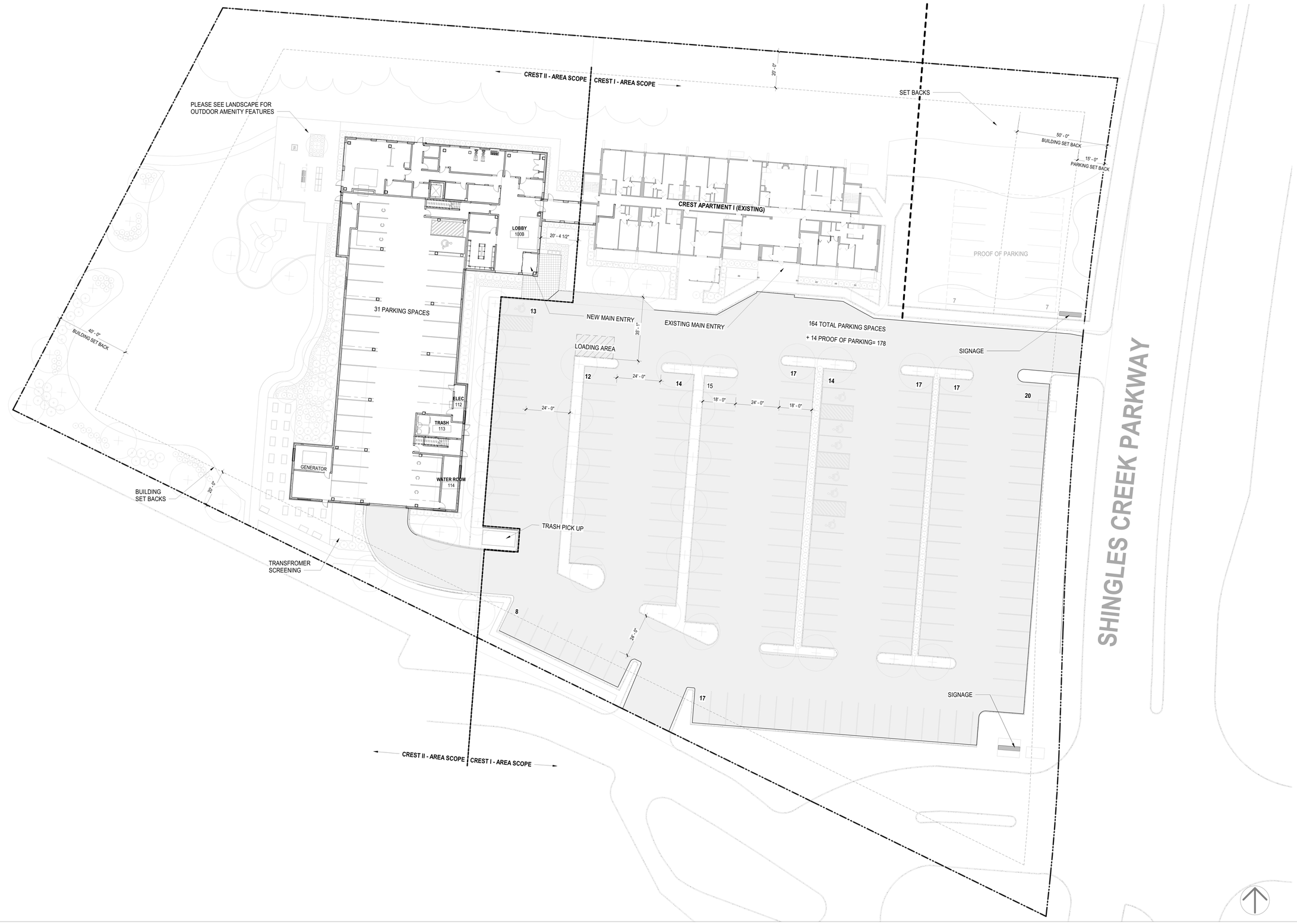
TRUE NORTH PLAN NORTH

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SITE PLAN KEYNOTES

SITE PLAN NOTES:
1. SITE ELEVATION 100' - 0" CORRESPONDS TO CIVIL ELEVATION 849'
2. SEE CIVIL DRAWINGS FOR SITE DEMOLITION & EROSION CONTROL, SITE GRADING, UTILITIES, EASEMENTS & SETBACKS, SITE PAVING, & PARKING DETAILS
3. SEE LANDSCAPE DRAWINGS FOR PLANTINGS & STREETSCAPE
4. SEE CODE PLANS FOR BUILDING EXITING
5. SEE ELECTRICAL DRAWINGS FOR SITE LIGHTING & POWER
5. SEE MECHANICAL FOR DRAIN & HOSE BIB LOCATIONS



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SHEET TITLE

SITE PLAN

SHEET NUMBER

A010

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1 A401 NORTH ELEVATION
1/8" = 1'-0"



2 A401 EAST ELEVATION
1/8" = 1'-0"

EXTERIOR ELEVATION KEYNOTES

EXTERIOR MATERIAL LEGEND

CMU-1	BURNISHED BLOCK
FCP1	FIBER CEMENT SOFT TAN
FCP2	FIBER CEMENT BLUE
MP-1	CORRUGATED CHAMPAGNE METALIC
MP-2	FLAT CHAMPAGNE METALIC
MP-3	DARK BRONZE

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EXTERIOR ELEVATIONS

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1 A402 SOUTH ELEVATION
1/8" = 1'-0"



3 A402 SOUTH ELEVATION 2
1/8" = 1'-0"



2 A402 WEST ELEVATION
1/8" = 1'-0"

EXTERIOR ELEVATION KEYNOTES

EXTERIOR MATERIAL LEGEND

CMU-1	BURNISHED BLOCK
FCP1	FIBER CEMENT SOFT TAN
FCP2	FIBER CEMENT BLUE
MP-1	CORRUGATED CHAMPAGNE METALIC
MP-2	FLAT CHAMPAGNE METALIC
MP-3	DARK BRONZE

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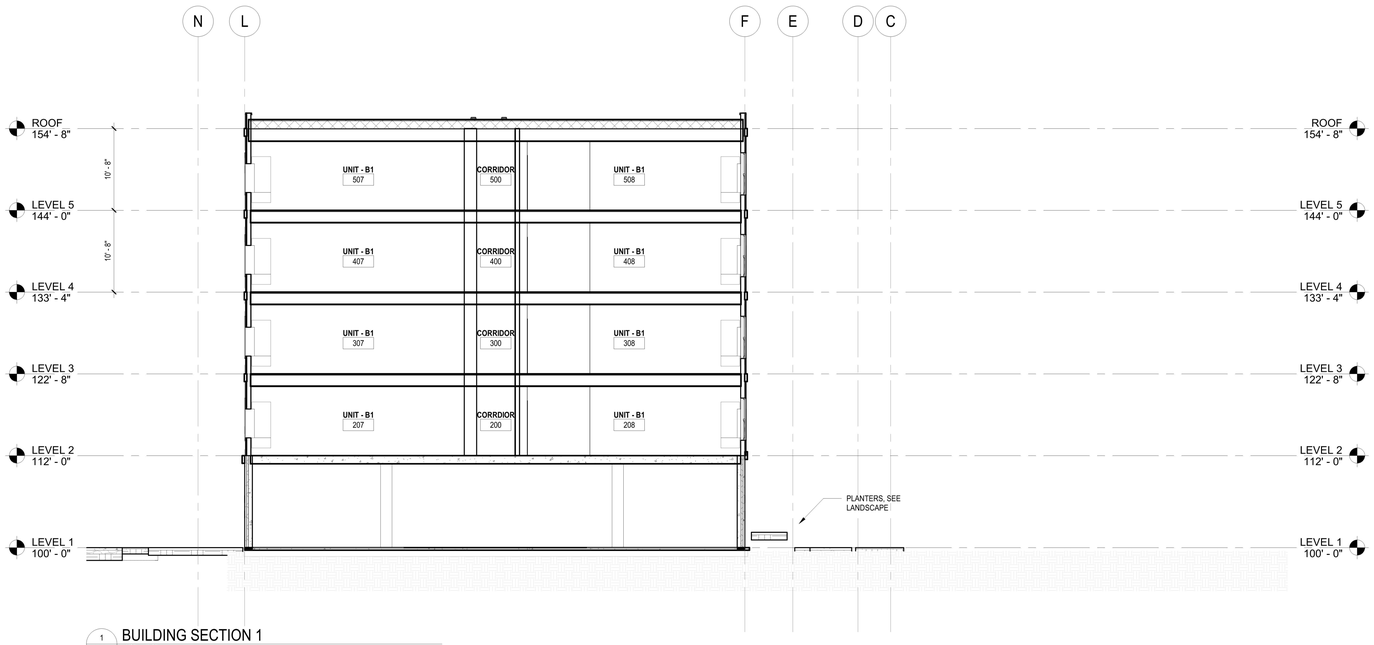
EXTERIOR ELEVATIONS

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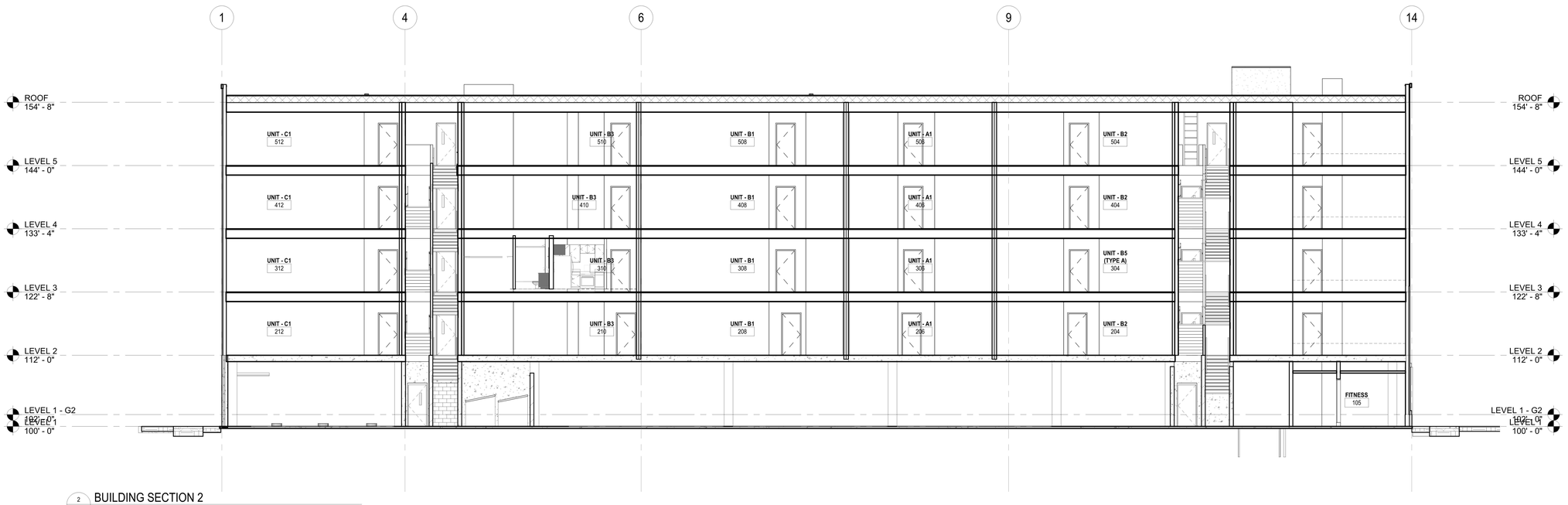
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1 A501 BUILDING SECTION 1
1/8" = 1'-0"



2 A501 BUILDING SECTION 2
1/8" = 1'-0"

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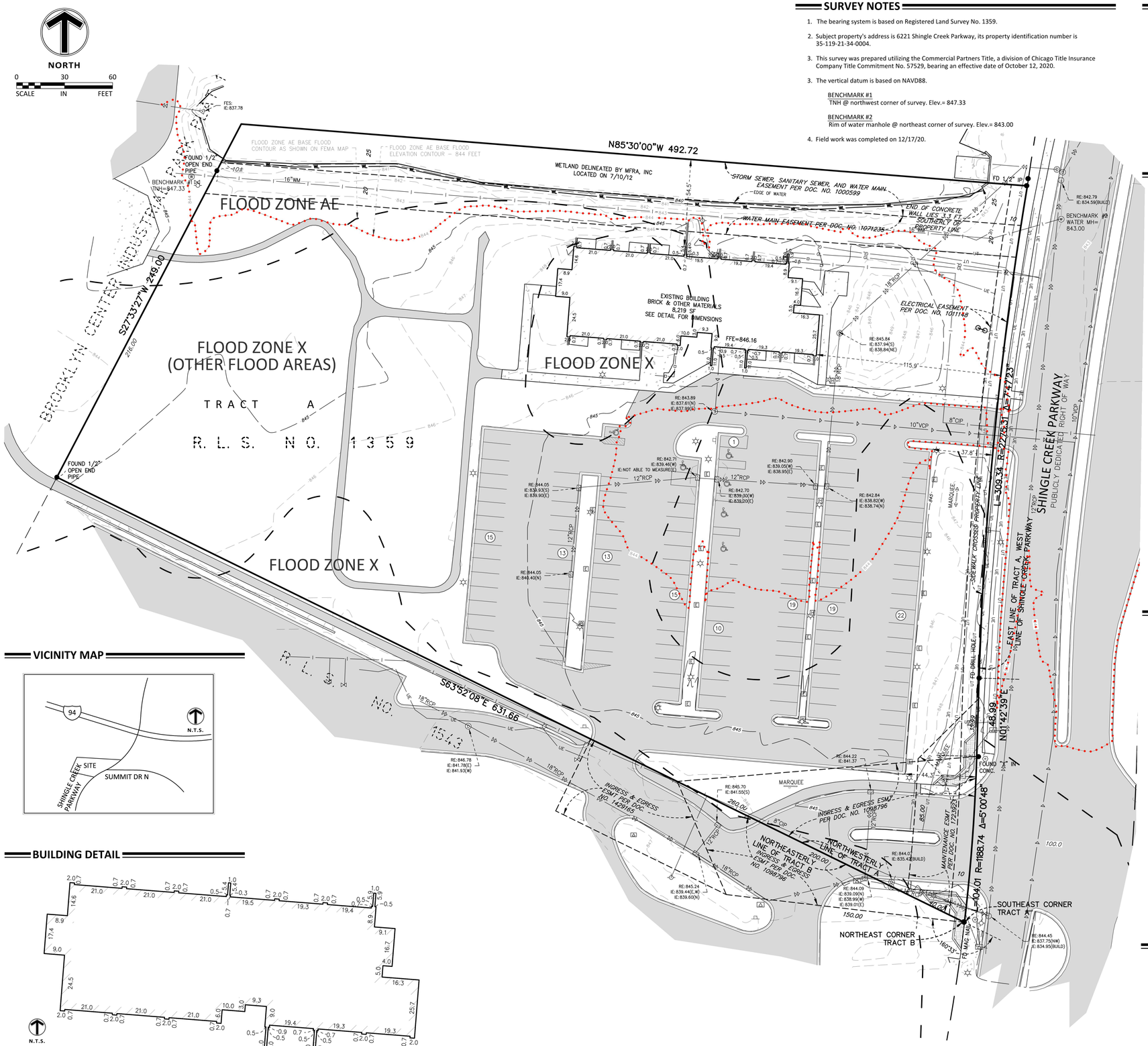
BUILDING SECTIONS

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A501

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SURVEY NOTES

1. The bearing system is based on Registered Land Survey No. 1359.
2. Subject property's address is 6221 Shingle Creek Parkway, its property identification number is 35-119-21-34-0004.
3. This survey was prepared utilizing the Commercial Partners Title, a division of Chicago Title Insurance Company Title Commitment No. 57529, bearing an effective date of October 12, 2020.
3. The vertical datum is based on NAVD88.

   BENCHMARK #1
   TNH @ northwest corner of survey. Elev.= 847.33

   BENCHMARK #2
   Rim of water manhole @ northeast corner of survey. Elev.= 843.00
4. Field work was completed on 12/17/20.

LEGEND

- FOUND MONUMENT
- SET MONUMENT MARKED LS 47481
- ELECTRIC METER
- LIGHT POLE
- AIR CONDITIONER
- GUY ANCHOR
- HANDICAP STALL
- UTILITY POLE
- BOLLARD
- SIGN
- GROUND LIGHT
- FIRE HOOKUP
- WATERVALVE MH
- WATERMAIN
- SANITARY SEWER
- STORM SEWER
- FLARED END SECTION
- ELECTRIC TRANSFORMER
- TELEPHONE PEDESTAL
- GAS METER
- OVERHEAD WIRE
- WOOD FENCE
- ELECTRIC OUTLET
- TRAFFIC LIGHT
- EASEMENT LINE
- SETBACK LINE
- RESTRICTED ACCESS
- CONCRETE CURB
- BUILDING LINE
- BUILDING CANOPY
- BITUMINOUS SURFACE
- CONCRETE SURFACE
- LANDSCAPE SURFACE
- DECIDUOUS TREE
- CONIFEROUS TREE

SUBJECT PROPERTY

Description from title commitment:

Parcel 1:

Tract A, Registered Land Survey No. 1359, Hennepin County, Minnesota.
Torrens Property

Parcel 2:

Common driveway and pedestrian use easement contained in Quit Claim Deed dated March 19, 1981, filed June 19, 1981, as Document No. 1429165.

Parcel 3

Common driveway and pedestrian use easement contained in Agreement Between Adjoining Owners Creating Common Easement for Driveway Purposes and Pedestrian Use dated November 30, 1973, filed February 11,1974, as Document No. 1098796.

The following notes correspond to the reference numbers listed in Schedule B, Section 2 of the title commitment.

20. Private reservation of mineral and mineral rights, as set forth in prior deeds by the Regents of the University of Minnesota. (Shown as a recital on the Certificate of Title). ***Affects property and is blanket in nature.***
21. Easement for storm sewer, sanitary sewer and water main purposes, in favor of the City of Brooklyn Center, a Minnesota municipal corporation, contained in Easement Grant dated June 7, 1971, filed June 23, 1973, as Document No. 1000599. ***Affects property and is depicted hereon.***
22. Easement for water main purposes, in favor of the City of Brooklyn Center, a Minnesota municipal corporation, as contained in Easement Grant dated April 3, 1973, filed May 28, 1973, as Document No. 1071235. ***Affects property and is depicted hereon.***
23. Terms and conditions of and easement for ingress and egress driveway and pedestrian purposes contained in Agreement Between Adjoining Owners Creating Common Easement for Driveway Purposes And Pedestrian Use dated November 30, 1973, filed February 11, 1974, as Document No. 1098796. ***Affects property and is depicted hereon.***
24. Terms and conditions of and easement for sidewalk and related purposes, in favor of the City of Brooklyn Center, a Minnesota municipal corporation, contained in Easement Grant and Maintenance Agreement dated May 1, 1986, filed May 15, 1986, as Document No. 1723923. ***Affects property and is depicted hereon.***
25. Easement for electrical and related purposes in favor of Northern States Power Company, a Minnesota corporation, contained in Underground Easement dated September 28, 1971, filed October 1, 1971, as Document No. 1011148. ***Affects property and is blanket in nature.***
26. Terms conditions, covenants and restrictions contained in Declaration of Restrictive Covenants dated September 7, 2012, filed September 11, 2012, as Document No. T4991564, by Aeon and the Minnesota Housing Finance Agency. ***Affects property and is depicted hereon.***
27. Terms and conditions of and easement for ingress and egress and driveway purposes contained in Quit Claim Deed dated March 19, 1981, filed June 19, 1981, as Document No. 1429165. ***Affects property and is depicted hereon.***

VICINITY MAP

BUILDING DETAIL

"TABLE A" NOTES

1. The surveyor has depicted the property corner monuments, or the witness to the corner that were found during the field work, and set property corner monuments, or witnesses to the corner, at the locations where there did not appear to be any evidence of an existing monument.
2. The property address is shown on the graphical portion of the survey.
3. The subject property lies within Flood Plain Zones X, X(other flood areas) and AE, per FEMA, FIRM Map No. 27053C0208F dated 11/04/16. Per Letter of Map Amendment Determination Document (Removal), dated October 15, 2002, the structure on the subject property has been removed from the Special Flood Hazard Area.
4. The gross area of the subject property is 4.376 Acres or 190,629 Square Feet.
5. The vertical relief is shown on the graphical portion of the survey.

6a. Per Zoning Letter dated May 31, 2013, prepared by the City of Brooklyn Center, the subject property is currently zoned R-7 (Multiple Family Residence), and is subject to the following setbacks:

Building:
Front yard: 50 feet
Rear yard: 40 feet
Side yard: 20 feet

Parking:
From street right of way:15 feet

7a. The building and exterior dimensions of the outside wall at ground level are shown on the survey. It may not be the foundation wall.

8. Visible substantial features observed in the process of conducting the fieldwork are shown hereon.
9. The parking areas and striping on the subject property are shown. There are 6 handicapped parking stalls, and there are 127 regular parking stalls for a total of 133 parking stalls.

10a. There were no division or party walls designated by the client to be shown on the survey.

11. The names of adjoining land owners according to the current county tax records are shown on the survey.

18. Wetlands were delineated by MFRA, Inc., on July 10, 2012, and are shown hereon.

19. Plottable off site easements and servitudes disclosed in the provided title documents and/or observed during the field work that appear to benefit and/or affect the subject property are shown hereon.

CERTIFICATION

To The Crest Apartments LLC, a Minnesota limited liability company and Commercial Partners Title, a division of Chicago Title Insurance Company

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 5, 6(a), 7(a), 8, 9, 10a, 11, 18 and 19 of Table A thereof. The field work was completed on 12/22/2020.

Dated this 21st day of December, 2020.

Sambatek, Inc.

Craig E. Johnson, LS
Minnesota License No. 44530

Sambatek
www.sambatek.com
12800 Whitewater Drive, Suite 300
Minnetonka, MN 55343
763.476.6010 telephone
763.476.8532 facsimile
Engineering | Surveying | Planning | Environmental

Client
AEON

Project
THE CREST APARTMENTS

Location
6221 SHINGLE CREEK PKWY
BROOKLYN PARK, MINNESOTA

Certification

CRAIG E. JOHNSON
LICENSED LAND SURVEYOR
44530
STATE OF MINNESOTA

Summary
Designed: CEJ
Drawn: LCC
Approved: CEJ
Book / Page:
Phase:
Initial Issued: 12/22/2020

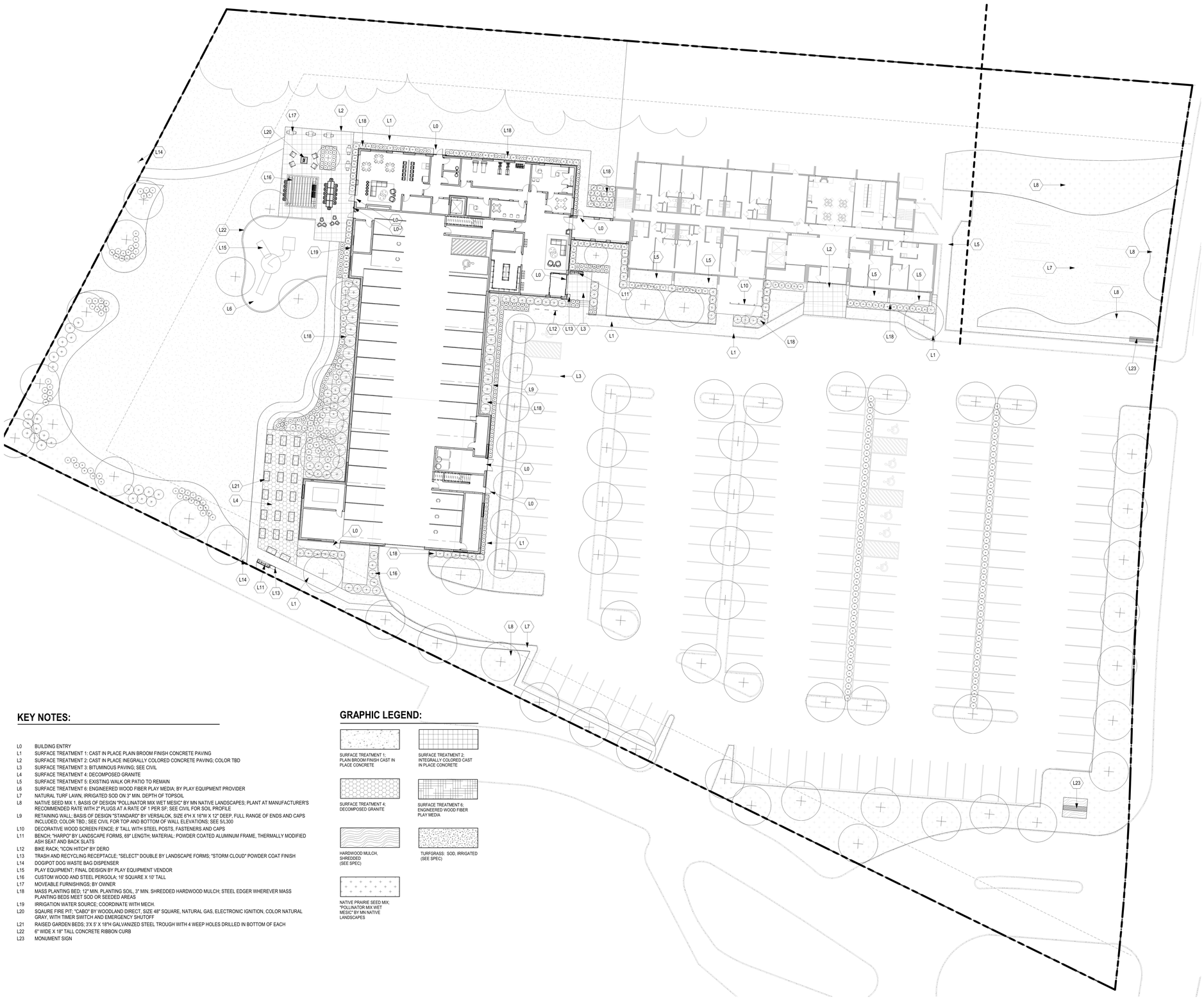
Revision History

No.	Date	By	Submittal / Revision

Sheet Title
ALTA/NSPS LAND TITLE SURVEY

Sheet No. Revision
1/1

Project No. 22447



KEY NOTES:

L0	BUILDING ENTRY
L1	SURFACE TREATMENT 1: CAST IN PLACE PLAIN BROOM FINISH CONCRETE PAVING
L2	SURFACE TREATMENT 2: CAST IN PLACE INEGRALLY COLORED CONCRETE PAVING; COLOR TBD
L3	SURFACE TREATMENT 3: BITUMINOUS PAVING; SEE CIVIL
L4	SURFACE TREATMENT 4: DECOMPOSED GRANITE
L5	SURFACE TREATMENT 5: EXISTING WALK OR PATIO TO REMAIN
L6	SURFACE TREATMENT 6: ENGINEERED WOOD FIBER PLAY MEDIA; BY PLAY EQUIPMENT PROVIDER
L7	NATURAL TURF LAWN, IRRIGATED SOD ON 3" MIN. DEPTH OF TOPSOIL
L8	NATIVE SEED MIX 1, BASIS OF DESIGN "POLLINATOR MIX WET MESIC" BY MN NATIVE LANDSCAPES; PLANT AT MANUFACTURER'S RECOMMENDED RATE WITH 2" PLUGS AT A RATE OF 1 PER SF; SEE CIVIL FOR SOIL PROFILE
L9	RETAINING WALL; BASIS OF DESIGN "STANDARD" BY VERSALOK, SIZE 6"H X 16"W X 12" DEEP, FULL RANGE OF ENDS AND CAPS INCLUDED; COLOR TBD.; SEE CIVIL FOR TOP AND BOTTOM OF WALL ELEVATIONS; SEE 5/L300
L10	DECORATIVE WOOD SCREEN FENCE; 8' TALL WITH STEEL POSTS, FASTENERS AND CAPS
L11	BENCH; "HARPO" BY LANDSCAPE FORMS, 69" LENGTH; MATERIAL: POWDER COATED ALUMINUM FRAME, THERMALLY MODIFIED ASH SEAT AND BACK SLATS
L12	BIKE RACK; "ICON HITCH" BY DERO
L13	TRASH AND RECYCLING RECEPTACLE; "SELECT" DOUBLE BY LANDSCAPE FORMS; "STORM CLOUD" POWDER COAT FINISH
L14	DOGIPOT DOG WASTE BAG DISPENSER
L15	PLAY EQUIPMENT; FINAL DEISIGN BY PLAY EQUIPMENT VENDOR
L16	CUSTOM WOOD AND STEEL PERGOLA; 16' SQUARE X 10' TALL
L17	MOVEABLE FURNISHINGS; BY OWNER
L18	MASS PLANTING BED; 12" MIN. PLANTING SOIL, 3" MIN. SHREDDED HARDWOOD MULCH; STEEL EDGER WHEREVER MASS PLANTING BEDS MEET SOD OR SEEDED AREAS
L19	IRRIGATION WATER SOURCE; COORDINATE WITH MECH.
L20	SQAURE FIRE PIT; "CABO" BY WOODLAND DIRECT, SIZE 48" SQUARE, NATURAL GAS, ELECTRONIC IGNITION, COLOR NATURAL GRAY, WITH TIMER SWITCH AND EMERGENCY SHUTOFF
L21	RAISED GARDEN BEDS; 3'X 5' X 18"H GALVANIZED STEEL TROUGH WITH 4 WEEP HOLES DRILLED IN BOTTOM OF EACH
L22	6" WIDE X 18" TALL CONCRETE RIBBON CURB
L23	MONUMENT SIGN

GRAPHIC LEGEND:

SURFACE TREATMENT 1; PLAIN BROOM FINISH CAST IN PLACE CONCRETE

SURFACE TREATMENT 2; INTEGRALLY COLORED CAST IN PLACE CONCRETE

SURFACE TREATMENT 4; DECOMPOSED GRANITE

SURFACE TREATMENT 6; ENGINEERED WOOD FIBER PLAY MEDIA

HARDWOOD MULCH, SHREDDED (SEE SPEC)

TURFGRASS: SOD, IRRIGATED (SEE SPEC)

NATIVE PRAIRIE SEED MIX; "POLLINATOR MIX WET MESIC" BY MN NATIVE LANDSCAPES

1 L100 OVERALL SITE LANDSCAPE PLAN
1" = 20'-0"

TRUE NORTH PLAN NORTH

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BKV GROUP

Architecture
Interior Design
Landscape Architecture
Engineering

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CONSULTANTS

PROJECT TITLE

Aeon - Crest II

ISSUE #	DATE	DESCRIPTION
	05-11-2021	SITE PLAN REVIEW

CERTIFICATION

NOT FOR CONSTRUCTION

DRAWN BY	Author
CHECKED BY	Checker
COMMISSION NUMBER	2283-04

SHEET TITLE

OVERALL SITE/LANDSCAPE PLAN

SHEET NUMBER

L100

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1 L101 OVERALL SITE PLANTING PLAN
1" = 20'-0"

PROPOSED PLANT SCHEDULE:

QTY	SYM	COMMON NAME	SCIENTIFIC NAME	PLANTING SIZE	COMMENTS
PERENNIALS/GROUNDCOVERS/GRASSES					
69	ed	BABY JOE PYEWEED	Eupatorium dubium 'Baby Joe'	#1 CONT.	
38	ha	AUGUST MOON HOSTA	Hosta 'August Moon'	#1 CONT.	
95	lb	STANDING OVATION LITTLE BLUESTEM	Schizachyrium scoparium 'Standing Ovation'	#1 CONT.	
66	nf	WALKERS LOW CATMINT	Nepeta faassenii 'Walkers Low'	#1 CONT.	
DECIDUOUS ORNAMENTAL TREES					
1	AG	AUTUMN BRILLIANCE SERVICEBERRY	Amelanchir x grandiflora 'Autumn Brilliance'		
3	PS	PINK FLAIR CHERRY	Prunus sargentii 'JFS-KW58'	1.5" CAL.	
2	PT	PRAIRIE GOLD ASPEN	Populus tremuloides 'NEArb'	1.5" CAL.	
DECIDUOUS CANOPY TREES					
19	AS	FALL FIESTA SUGAR MAPLE	Acer saccharum 'Bailsta'	2.5" CAL.	
5	BN	RIVER CLUMP BIRCH	Betula nigra	8' CLUMP	
16	CO	COMMON HACKBERRY	Celtis occidentalis	2.5" CAL.	
20	QB	SWAMP WHITE OAK	Quercus bicolor	2.5" CAL.	
7	QW	REGAL PRINCE OAK	Quercus warei 'Long'		
DECIDOUS SHRUBS					
48	Am	IRIQUOIS BEAUTY BLACK CHOKEBERRY	Aronia melanocarpa 'Morton'	#5 CONT.	
175	DI	DWARF BUSH HONEYSUCKLE	Diervilla lonicera	#5 CONT.	
16	Sm	DWARF KOREAN LILAC	Syringa meyeri 'Palibin'	#5 CONT.	
CONIFEROUS EVERGREEN SHRUBS					
15	Jc	MANEY JUNIPER	Juniperus chinensis 'Maney'	#5 CONT.	
31	Jcs	SPARTAN JUNIPER	Juniperus chinensis 'Spartan'	6' B&B	
23	Cs	CARDINAL DOGWOOD	Cornus sericea 'Cardinal'	#5 CONT.	
37	Ss	SEM FALSE SPIREA	Sorbaria sorbifolia 'Sem'(PP16,336)	#2 CONT.	

GRAPHIC LEGEND:

SURFACE TREATMENT 1: PLAIN BROOM FINISH CAST IN PLACE CONCRETE

SURFACE TREATMENT 2: INTEGRALLY COLORED CAST IN PLACE CONCRETE

SURFACE TREATMENT 4: DECOMPOSED GRANITE

SURFACE TREATMENT 6: ENGINEERED WOOD FIBER PLAY MEDIA

HARDWOOD MULCH, SHREDDED (SEE SPEC)

TURFGRASS: SOD, IRRIGATED (SEE SPEC)

NATIVE PRAIRIE SEED MIX; "POLLINATOR MIX WET MESIC" BY MN NATIVE LANDSCAPES

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CONSULTANTS

PROJECT TITLE

Aeon - Crest II

ISSUE #	DATE	DESCRIPTION
	05-11-2021	SITE PLAN REVIEW

CERTIFICATION

NOT FOR CONSTRUCTION

DRAWN BY	Author
CHECKED BY	Checker
COMMISSION NUMBER	2283-04

SHEET TITLE

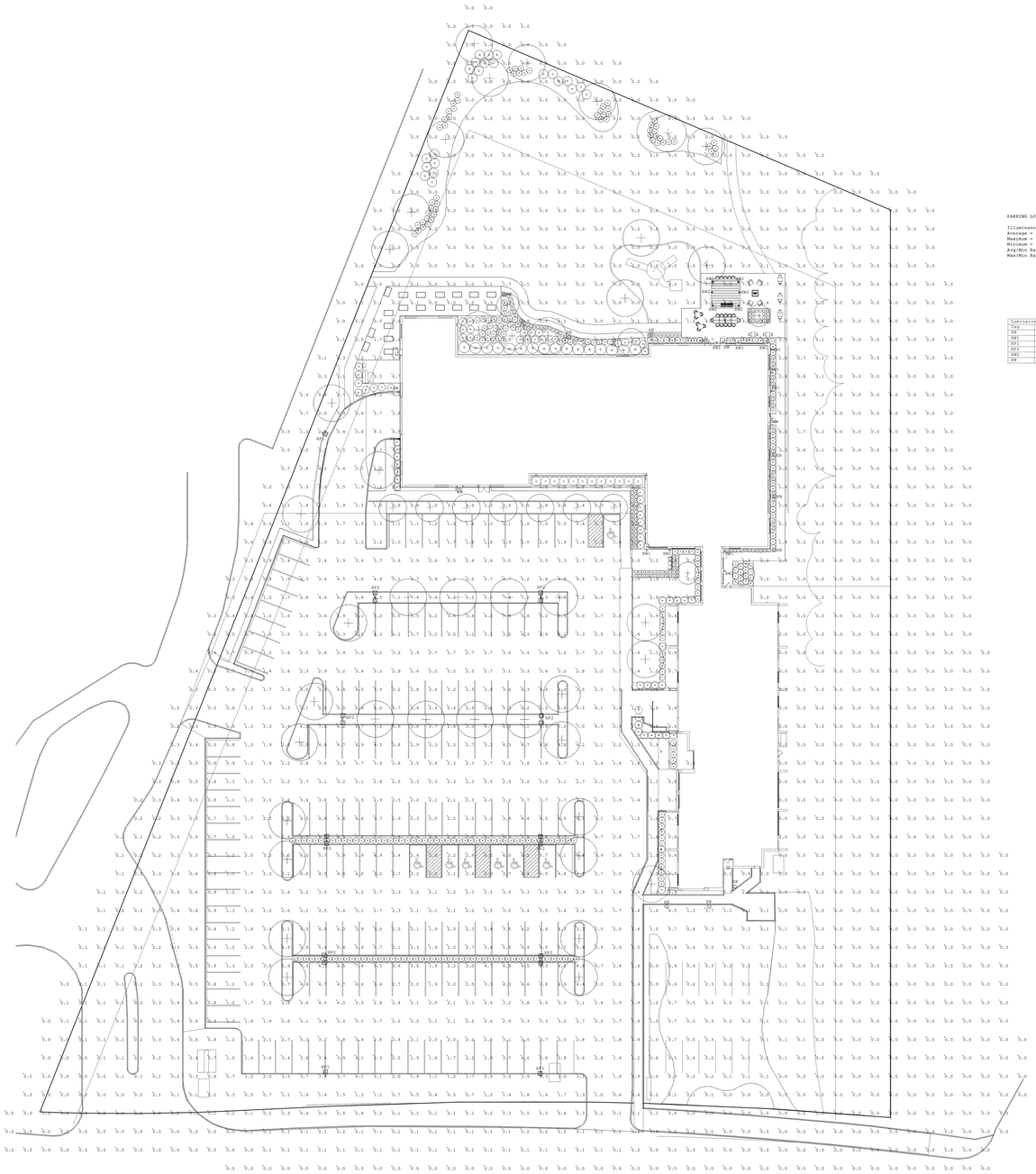
SITE PLANTING PLAN

SHEET NUMBER

L101

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PARKING LOT

Illuminance (Fc)
Average = 2.75
Maximum = 7.4
Minimum = 0.1
Avg/Min Ratio = 27.50
Max/Min Ratio = 74.00

Luminaire Schedule

Symbol	Qty	Description	Lum. Watts	LLF
	11	LUMIERE EOS 303-B-LED8L-3000-120-72-X-BK-E2-EDGE-LAB	16	0.900
	10	HINKLEY LIGHTING HIN021094	14	0.900
	3	LUMARK PREVAIL PRV-C4S-D-UNV-T3-SA-BK	131	0.900
	8	LUMARK PREVAIL PRV-C4S-S-UNV-T3-SA-BK	131	0.900
	6	EVECUS EVS50-LSL10-15W-524-KD-35SS	15	0.900
	7	LUMARK XTOR-2A	18	1.000

1 E015 ELECTRICAL SITE PHOTOMETRICS
NOT TO SCALE

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Architecture

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CONSULTANTS

PROJECT TITLE

2283-04 Aeon Crest II

ISSUE #	DATE	DESCRIPTION
	05/11/2021	CITY SUBMITTAL
	05/11/2021	SITE PLAN REVIEW

CERTIFICATION

NOT FOR CONSTRUCTION

DRAWN BY	ALR
CHECKED BY	CSK
COMMISSION NUMBER	2283-04

SHEET TITLE

ELECTRICAL SITE PHOTOMETRICS

SHEET NUMBER

E015

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Exhibit B

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 **online public hearing** on **Thursday, June 10, 2021**, 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: Site and Building Plan, Establishment of a Planned Unit Development, Zoning Code Text Amendment, and Comprehensive Plan Amendment

APPLICANT/PROPERTY OWNER: Aeon | The Crest Apartments LLC

PROPERTY ADDRESS: 6221 Shingle Creek Parkway, Brooklyn Center, MN 55430

PROPERTY ID: 35-119-21-34-0004

BRIEF STATEMENT OF CONTENTS OF PETITION: The Applicant is requesting review and consideration of a proposal to construct a new five-story, 48-unit apartment building at 6221 Shingle Creek Parkway in Brooklyn Center. The new building would focus on providing housing for families in 1, 2 and 3-bedroom units and be physically connected to the existing 13-story, 122-unit Crest Apartment building which would be renovated as part of the overall project. A single studio unit would be added to the existing Crest apartment building in an existing office space for a total of 171 units between both buildings. Due to the nature of the request, approval of a site and building plan and establishment of a Planned Unit Development is required. A zoning code text amendment is also required to remove the Subject Property from the Central Commerce Overlay District, in addition to a comprehensive plan amendment to accommodate the additional density needs.

As City Hall is currently closed to the public due to the COVID-19 pandemic, we strongly encourage you to forward your comments and questions to gmcintosh@ci.brooklyn-center.mn.us up until noon on the day of the meeting, or contact 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): 177 448 1018

Password: BCPC06102021

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/Zoning Administrator

Published in the
Sun Post
May 27, 2021
1140972

M E M O R A N D U M

DATE: June 4, 2021

TO: Ginny McIntosh, City Planner/Zoning Administrator

FROM: Andrew Hogg, Assistant City Engineer

SUBJECT: Preliminary Site Plan – Crest Phase II

Public Works staff reviewed the following documents submitted for review for the proposed Crest Phase II:

- Preliminary Plans dated May 11, 2021

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.

C200 – Removals Plan

1. Protect existing sidewalk and utilities along Shingle Creek Blvd.

C300, 301, 302 – Storm Water Pollution Prevention Plans

2. Clean up text/Turn off conflicting layers

C400 – Grading Plan

3. Provide calculations for flood plain mitigation.
4. Clean up text/Turn off conflicting layers

C500, C550 – Utility Plan & Stormwater Details

5. Explain the purpose of leaving the existing storm sewer as shown on plan. It appears that it is not tied in to any proposed structure.
6. At the underground storm sewer tie-in to storm in Shingle Creek Bvld show pavement and sidewalk removals. Remove pavement to nearest lane line. Protect existing utilities within Right-of-Way.
7. Engineer should attempt to capture and route surface run-off from parking areas through soil medium prior to discharge in to underground storm water system. Watershed rules require the abstraction of run-off in accordance to Watershed Rule D.3 (h).
8. Utility Facilities Easement Agreement is required. Developer must submit O&M Plan for the underground treatment system and filter system as a part of the Utility Facilities Easement Agreement.

C600 – Site Plan

9. Show location of trash enclosure.
10. Provide bike Racks.

C700 – Detail Sheets

11. All work performed and materials used for construction of public utilities must conform to the City standard specifications and details. The City's standard details must be included in the plan.
12. Update to use current City plates.

Miscellaneous

13. See redlines for additional Site Plan comments.
14. Provide narrative and plans laying out staging and phasing of site throughout construction. Highlight temporary parking and access for residents during course of construction.
15. Provide irrigation plan.
16. Provide detailed vehicle turning and tracking movement diagrams for delivery vehicles, garbage trucks, bus, etc. demonstrating specific and actual routes.
17. Applicant should address the recommendations of the parking study, conducted by Alliant Consulting dated May 18, 2021.
18. 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.
19. 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).
20. The total disturbed area exceeds one acre, an NPDES permit is required. The total disturbed area is less than five acres; the City of Brooklyn Center will review the plans per the Shingle Creek Watershed Commission rules. Applicant must meet requirements from the watershed's rules review.
21. Applicant must apply for a Land Disturbance permit.

Prior to Issuance of a Land Alteration

22. 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.
23. A letter of credit or a cash escrow in the amount of 100 percent of the estimated cost as determined by City staff shall be deposited with the City.
24. 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.

25. 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

26. A City Land Disturbance permit is required.
27. Watershed plan review is required.
28. A MPCA NPDES permit is required.
29. Other permits not listed may be required and is the responsibility of the developer to obtain and warrant.
30. Copies of all required permits must be provided to the City prior to issuance of applicable building and land disturbance permits.
31. 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.

NOTES

2020?

1. ALL EXISTING INFORMATION TAKEN FROM SURVEY PROVIDED BY SAMBATEK DATED DECEMBER 12, 2021.
2. SUBSURFACE GEOTECHNICAL INVESTIGATION PREPARED BY CHOSEN VALLEY TESTING, INC PROJECT 18020.21MNT DATED APRIL 7, 2021.
3. CONTRACTOR TO FIELD VERIFY ALL EXISTING CONDITIONS INCLUDING LOCATIONS OF EXISTING UTILITIES, AND NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO STARTING CONSTRUCTION.
4. ALL AREAS DISTURBED BY CONSTRUCTION WHICH ARE OUTSIDE THE LIMITS OF PAVING ARE TO BE RESTORED AND REVEGETATED.
5. ALL UTILITY DEMOLITION AND/OR ABANDONMENT TO BE PERFORMED IN ACCORDANCE WITH THE CITY OF BROOKLYN CENTER AND STATE OF MINNESOTA REGULATIONS AND STANDARDS.
6. EXISTING UTILITIES ARE SHOWN IN THEIR APPROXIMATE LOCATIONS. CONTRACTOR TO FIELD VERIFY THE LOCATION OF ALL EXISTING UTILITIES WHICH MAY INCLUDE BUT IS NOT LIMITED TO: ELECTRIC, TELEPHONE, GAS, CABLE TV, COMPUTER CABLE, FIBER OPTIC CABLE, SANITARY SEWER, STORM SEWER, STEAM, CONDENSATE, ELECTRICAL DUCTBANK AND WATERMAIN. CONTRACTOR TO CONTACT GOPHER ONE-CALL BEFORE EXCAVATING.
7. ALL EXISTING UTILITIES AND OTHER IMPROVEMENTS ARE TO REMAIN UNLESS NOTED OTHERWISE.
8. CONTRACTOR TO PROTECT FROM DAMAGE ALL EXISTING IMPROVEMENTS, LANDSCAPING, STRUCTURES AND UTILITIES THAT ARE TO REMAIN. CONTRACTOR TO REPAIR ANY DAMAGE AT OWN EXPENSE.
9. ALL WORK TO CONFORM WITH CITY OF BROOKLYN CENTER AND STATE OF MINNESOTA STANDARDS AND REGULATIONS.
10. ALL EXCAVATIONS MUST COMPLY WITH THE REQUIREMENTS OF OSHA 29 CFR, PART 1926, SUBPART P "EXCAVATIONS AND TRENCHES". THIS DOCUMENT STATES THAT EXCAVATION SAFETY IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
11. PROVIDE BARRICADES AT STREETS AND SIDEWALKS PER CITY OF BROOKLYN CENTER AND MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MN MUTCD).
12. CONTRACTOR SHALL OBTAIN ALL REQUIRED PERMITS PRIOR TO STARTING CONSTRUCTION.
13. ALL MATERIALS FOR PROPOSED CONSTRUCTION OR REPAIR OF EXISTING FACILITIES SHALL BE NEW PRODUCTS DIRECT FROM THE FACTORY AND FREE FROM DEFECTS.
14. WHEN WORKING AROUND EXISTING TELEPHONE OR ELECTRICAL POLES, THE CONTRACTOR SHALL BRACE THE POLE FOR SUPPORT.
15. WHEN WORKING AROUND EXISTING UTILITIES THAT BECOME EXPOSED, THE CONTRACTOR SHALL PROVIDE SUFFICIENT SUPPORT TO PREVENT EXCESSIVE STRESS ON THE PIPING. THE CONTRACTOR IS FULLY RESPONSIBLE FOR ANY DAMAGES CAUSED BY FAILURE TO EXACTLY LOCATE AND PRESERVE THESE UNDERGROUND FACILITIES.
16. CONTRACTOR TO FIELD VERIFY THE EXACT LOCATION AND ELEVATION OF EXISTING STORM AND SANITARY SEWER PRIOR TO THE START OF CONSTRUCTION. IF ELEVATIONS DIFFER FROM SURVEYED ELEVATIONS SHOW ON PLAN, REPORT DISCREPANCIES TO ENGINEER PRIOR TO CONSTRUCTION.
17. SITE UTILITY CONTRACTOR TO FURNISH AND INSTALL ALL WATERMAIN, SANITARY SEWER AND STORM SEWER FACILITIES AND APPURTENANCES TO WITHIN FIVE FEET OUTSIDE THE BUILDING. COORDINATE WITH MECHANICAL CONTRACTOR FOR EXACT LOCATION AND DEPTH OF CONNECTION WITHIN BUILDING.
18. CATCH BASINS AND MANHOLES ARE SHOWN ON PLAN LARGER THAN ACTUAL SIZE. COORDINATE LOCATION OF MANHOLE COVER AND CASTING SO THAT IT IS PROPERLY LOCATED AT THE BACK OF CURBLINE FOR THE CURB INLETS OR CENTERED IN THE AREA AS SHOWN ON THE PLAN FOR THE AREA DRAINS AND MANHOLE COVERS.
19. CONTRACTOR SHALL COORDINATE WITH ARCHITECT'S DRAWINGS TO VERIFY LOCATION, SIZE AND QUANTITY OF ALL ROOF DRAINS AND UTILITY CONNECTIONS. LIMITS OF PROPOSED SITE PLUMBING FACILITIES SHALL BE FIVE FEET FROM EDGE OF BUILDING UNLESS OTHERWISE NOTED.
20. PROVIDE THE FOLLOWING MINIMUM COVER OVER THE TOP OF PIPE AS FOLLOWS:
    A. 8' OVER WATERMAIN
    B. 5' OVER SANITARY SEWER
    C. 2' OVER STORM SEWER
21. ALL WATERMAIN AND SERVICES TO BE INSTALLED IN ACCORDANCE WITH CITY OF BROOKLYN CENTER WATER STANDARDS. ALL WATER MAIN AND SERVICES TO BE INSTALLED IN ACCORDANCE WITH RECOMMENDED STANDARDS FOR WATER WORKS BY THE GREAT LAKES UPPER MISSISSIPPI RIVER BOARD OF STATE PUBLIC HEALTH AND ENVIRONMENTAL MANAGERS (TEN-STATE STANDARDS) AND STATE OF MINNESOTA PLUMBING CODE, LATEST EDITION.
22. ALL PAVEMENT MARKINGS WITHIN EXISTING CITY PAVEMENT AREAS TO BE RESTORED TO MATCH EXISTING UNLESS NOTED OTHERWISE.
23. MAXIMUM CROSS-SLOPES FOR SIDEWALKS AND ADA ACCESS ROUTES SHALL NOT EXCEED 2.00%. MAXIMUM SLOPES FOR ADA PARKING STALLS AND ADA ACCESS AISLES SHALL NOT EXCEED 2.00% IN ANY DIRECTION. MAXIMUM RUNNING SLOPE FOR ALL SIDEWALKS SHALL NOT EXCEED 5.00%.
24. THE CONTRACTOR SHALL PROVIDE A CONTINUOUS, ACCESSIBLE AND SAFE PEDESTRIAN WALKWAY THAT MEETS ADA AND MINNESOTA MUTCD STANDARDS IF WORKING IN A SIDEWALK AREA, AND TRAFFIC CONTROL PER MINNESOTA MUTCD REQUIREMENTS FOR WORK IN THE PUBLIC RIGHT-OF-WAY.
25. WASTE MATERIALS INCLUDING PAVEMENT REMOVED DURING CONSTRUCTION, WASTE PIPING AND SUPPLIES, CONSTRUCTION DEBRIS AND EXCESS EXCAVATED MATERIAL SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE REMOVED FROM THE PROJECT SITE AND DISPOSED OF PROPERLY BY THE CONTRACTOR.
26. CONTRACTOR SHALL NOT BLOCK DRAINAGE FROM OR DIRECT EXCESS DRAINAGE ONTO ADJACENT PROPERTY.
27. ADEQUATE DRAINAGE SHALL BE MAINTAINED AT ALL TIMES DURING CONSTRUCTION AND ANY EXISTING DRAINAGE DITCH OR STRUCTURE DISTURBED DURING CONSTRUCTION SHALL BE RESTORED TO THE SATISFACTION OF THE OWNING AUTHORITY. ALL CONSTRUCTION STORM RUNOFF SHALL COMPLY WITH THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) REQUIREMENTS.
28. CARE MUST BE TAKEN DURING CONSTRUCTION AND EXCAVATION TO PROTECT ANY SURVEY MONUMENTS AND/OR PROPERTY IRONS.
29. COORDINATE SCHEDULING OF CLOSURES AND RE-OPENINGS OF EGRESSES, LOADING DOCKS, DUMPSTERS, DRIVEWAYS, SIDEWALKS AND ROADS WITH OWNER AND CITY OF BROOKLYN CENTER. TRAFFIC CONTROL SIGNAGE, TEMPORARY WALKWAYS AND TEMPORARY DRIVEWAYS TO CONFORM WITH CITY OF BROOKLYN CENTER AND STATE OF MINNESOTA REQUIREMENTS AND STANDARDS.
30. DRAWINGS DO NOT INDICATE AREAS OF TEMPORARY SUPPORT SYSTEMS. THE CONTRACTOR IS RESPONSIBLE FOR ALL MEANS AND METHODS AND WILL HAVE TOTAL CONTROL OVER THE TYPES AND DESIGN OF ALL SHORING, SHEETING, BRACING, ANCHORAGES, EXCAVATION SUPPORT WALLS, DIRECTIONAL BORING, AUGER JACKING, SOIL STABILIZATION AND OTHER METHODS OF PROTECTING EXISTING IMPROVEMENTS. SEE SPECIFICATIONS FOR SUBMITTAL REQUIREMENTS.
31. STORAGE AND PROTECTION OF EXISTING SITE FEATURES WHICH NEED TO BE REMOVED AND REPLACED FOR CONSTRUCTION OF PROJECT ARE THE RESPONSIBILITY OF THE CONTRACTOR. STORAGE SHALL BE WITHIN THE LIMITS OF STAGING AREA. CONTRACTOR SHALL PREVENT DAMAGE OR THEFT OF THESE ITEMS AND TO REPLACE AT OWN EXPENSE.
32. CONTRACTOR TO RECORD EXISTING CONDITIONS (PHOTOGRAPHS, VIDEO PHOTOGRAPHY, FIELD SURVEYING, ETC.) TO ENABLE RECONSTRUCTION TO MATCH EXISTING CONDITIONS AS REQUIRED. CONTRACTOR TO DOCUMENT EXISTING CONDITIONS SO THAT RECONSTRUCTED AREAS WILL HAVE POSITIVE DRAINAGE SIMILAR TO EXISTING.
33. WHERE DEMOLITION, EXCAVATION, UNDERPINNING, PILE DRIVING, COMPACTING OR SIMILAR WORK IS TO BE PERFORMED ADJACENT TO OR IN THE IMMEDIATE VICINITY OF EXISTING STRUCTURES, THE CONTRACTOR WILL PROVIDE BUILDING SURVEYS AND SEISMIC MONITORING.
34. ALL EXISTING BUILDING EXITS AND DRIVEWAYS SHALL REMAIN UNOBSTRUCTED AND USABLE AT ALL TIMES. IF THERE ARE UNAVOIDABLE EXCEPTIONS, THEN CONTRACTOR SHALL PROVIDE TEMPORARY EXIT PLANS TO THE OWNER FOR APPROVAL PRIOR TO CONSTRUCTION.
35. SANITARY SEWER PIPE AND FITTINGS TO BE POLYVINYL CHLORIDE (PVC), SDR 26 MINIMUM AND COMPLY WITH ASTM D3034 AND F679. JOINTS TO BE SOLVENT CEMENT OR FLEXIBLE WATERTIGHT.
36. STORM SEWER PIPE TO BE REINFORCED CONCRETE PIPE (RCP), ASTM C76, CLASS 5, WITH GASKETED JOINTS OR POLYVINYL CHLORIDE (PVC) SDR 26 MINIMUM COMPLYING WITH ASTM D3034 AND F679 WITH SOLVENT CEMENT OR FLEXIBLE WATERTIGHT JOINTS, PER SPECIFICATIONS AS NOTED ON PLAN.
37. WATERMAIN TO BE DUCTILE IRON PIPE (DIP) THICKNESS CLASS 52 FOR 8" DIP AND THICKNESS CLASS 53 FOR 4" AND 6" DIP, ANSI A-21.51, 150 PSI WORKING PRESSURE MINIMUM. TYPE K COPPER SHALL BE USED FOR PIPES LESS THAN 4" DIAMETER.
38. MAINTAIN 10 FEET HORIZONTAL AND 3 FEET VERTICAL SEPARATION BETWEEN WATER AND SEWER PIPES. IF INFEASIBLE A 12-INCH VERTICAL SEPARATION WITH 4-INCH HIGH DENSITY INSULATION BETWEEN PIPES WILL BE REQUIRED.
39. WHERE PRACTICABLE INSTALL WATERMAIN GATE VALVES WITHIN GREEN SPACE AREAS TWO FEET OFFSET FROM THE MAIN. SIDEWALKS SHALL BE STAKED AND EXACT LOCATIONS OF WATER VALVES COORDINATED IN THE FIELD, TYPICAL FOR ALL.
40. SEQUENCING OF UTILITIES AND STRUCTURAL SYSTEMS SHALL BE CAREFULLY COORDINATED. CONTRACTOR SHALL ALSO TAKE CARE TO PROTECT SERVICE CONNECTIONS AND ADJACENT PARALLEL UTILITY LINES WHILE FORMING AND PLACING CONCRETE FOR OTHER HEAVY CONSTRUCTION WITHIN THE AREA. CONSTRUCTABILITY OF THE STRUCTURAL SYSTEMS SHALL TAKE INTO ACCOUNT ANY UTILITY WORK SO PIPE/CONDUIT OR STRUCTURES ARE NOT DISPLACED, CRUSHED, OR OTHERWISE ADVERSELY AFFECTED DURING CONSTRUCTION.
41. ALL STUMPS FROM TREES REMOVED WITHIN PROJECT LIMITS SHALL BE GROUND AND REMOVED IN THEIR ENTIRETY.
42. CONTRACTOR IS RESPONSIBLE FOR PROPER REMOVAL AND DISPOSAL OF ALL DEBRIS, EXCESS FILL AND OTHER UNUSED MATERIALS GENERATED BY PROJECT AND DONE IN FULL COMPLIANCE WITH ALL LOCAL, STATE AND FEDERAL RULES AND REGULATIONS. THE SITE SHALL BE KEPT CLEAN AND FREE FROM ALL WASTE MATERIALS.
43. ALL WORK WILL BE IN ACCORDANCE WITH OSHA CODES AND STANDARDS. NOTHING INDICATED ON THE DRAWINGS OR SPECIFICATIONS SHALL RELIEVE THE CONTRACTOR FROM COMPLYING WITH ANY APPROPRIATE SAFETY REGULATIONS.
44. PROVIDE AN EXPANSION JOINT AROUND ALL EXISTING UTILITIES, MANHOLES, POLES, LIGHTS, POSTS, BOXES, ETC. WITHIN AREAS OF NEW OR RECONSTRUCTED CONCRETE PAVEMENT.
45. ALL EXPOSED CONCRETE (CURB, STEPS, WALLS, ETC.) TO HAVE A CONSISTENT RUBBED FINISH. CONTRACTOR TO PROVIDE MINIMUM FOUR SQUARE FOOT MOCK-UP FOR REVIEW AND APPROVAL.
46. CONTRACTOR TO PROVIDE MINIMUM 4'X4' OF ALL PAVEMENT TYPES FOR REVIEW AND APPROVAL. ALL CONCRETE SIDEWALKS TO HAVE BROOM FINISH. MOCK-UP TO REMAIN ON SITE THROUGHOUT CONSTRUCTION.
47. THICKENED EDGE EXPANSION JOINTS SHALL BE PLACE ALONG THE EDGE OF ALL CONCRETE PAVEMENT AT THE PERIMETER OF ALL STRUCTURES, CONCRETE CURB AND GUTTER ADJACENT PAVEMENT.
48. THE DRAWINGS REPRESENT TO FINISHED SITE, NOT THE METHOD OF CONSTRUCTION. THE ENGINEER IS NOT RESPONSIBLE FOR CONTRACTOR'S MEANS AND METHODS, SEQUENCING OF CONSTRUCTION OR SAFETY PROGRAM. OBSERVATION VISITS TO THE SITE BY THE ENGINEER WILL NOT INVOLVE REVIEW OF THESE ITEMS.
49. WHERE DISCREPANCIES OCCUR BETWEEN GENERAL NOTES, PLANS, DETAILS AND SPECIFICATIONS, THE MOST STRINGENT REQUIREMENTS SHALL GOVERN, UNLESS OTHERWISE VERIFIED BY THE ENGINEER OR ARCHITECT IN WRITING.
50. THESE DOCUMENTS SHALL NOT BE CONSTRUED AS STAND-ALONE DOCUMENTS. CONTRACTOR SHALL COORDINATE WITH ALL OTHER DISCIPLINE'S DOCUMENTS.
51. FOR TREES TO REMAIN HEALTHY DURING A CONSTRUCTION PROJECT THEY MUST BE PROTECTED FROM CONSTRUCTION ACTIVITIES. TREE AND PLANT PROTECTION, THE FOLLOWING REQUIREMENTS APPLY TO ALL CONSTRUCTION SITES:
    A. TREES WITHIN THE CONSTRUCTION ZONE SHALL BE PROTECTED FROM DAMAGE AND SOIL COMPACTION BY EQUIPMENT, DEBRIS AND STORAGE INTRUSION. SUGGESTED MATERIALS FOR PROTECTION ARE CONCRETE BARRICADES, CONSTRUCTION FENCING OR CHAIN LINK FENCING AND NOTED ON CONTRACTOR'S SITE OPERATIONS LAYOUT.
    B. TREE PROTECTION SHALL BE PLACED AT A MINIMUM OF ONE AND A HALF (1.5) TIMES (IN FEET) THE CALIPER DIMENSION (IN INCHES) FROM THE BASE OF THE TRUNK. FOR EXAMPLE; A TEN (10) CALIPER INCH TREE WOULD REQUIRE PROTECTION A MINIMUM OF FIFTEEN (15) FEET FROM THE BASE OF THE TRUNK.
    C. TREES THAT ARE NECESSARILY IMPACTED BY CONSTRUCTION SHALL BE PRUNED AND ROOT PRUNED AS REQUIRED BY A CERTIFIED ARBORIST.
52. TRACER WIRES TO BE TERMINATED IN THE CORRECT COLOR COPPERHEAD TRACER WIRE BOX OR WITHIN A MANHOLE. LOCATION OF TRACER WIRE BOXES TO BE SHOWN ON AS-BUILT DRAWINGS.
53. WITHIN LANDSCAPE AREAS ALL CLASS V MATERIAL SHALL BE REMOVED AND COMPACTED SOILS DECOMPACTED TO A DEPTH OF 12" PRIOR TO INSTALLATION OF TOPSOIL.

LEGEND

- EXISTING DECIDUOUS TREE
- EXISTING FIRE HYDRANT
- EXISTING WATER MANHOLE
- EXISTING ELECTRIC MANHOLE
- EXISTING SANITARY SEWER MANHOLE
- EXISTING STORM SEWER MANHOLE
- EXISTING CATCH BASIN
- EXISTING LIGHT POLE
- EXISTING WATER LINE
- EXISTING SANITARY SEWER LINE
- EXISTING STORM SEWER LINE
- EXISTING SIGN
- EXISTING UNDERGROUND ELECTRIC LINE
- EXISTING UNDERGROUND GAS LINE
- EXISTING WATER VALVE
- EXISTING UNDERGROUND TELECOM
- EXISTING CHAINLINK FENCE
- EXISTING CONTOUR
- EXISTING SPOT ELEVATIONS
- PROPOSED CONTOUR
- PROPOSED SPOT ELEVATION
- DENOTES SURFACE DRAINAGE
- PROPOSED SAWCUT LINE
- APPROXIMATE SOIL BORING LOCATION
- PROPOSED STORM SEWER
- PROPOSED SANITARY SEWER
- PROPOSED WATERMAIN
- PROPOSED CATCH BASIN
- PROPOSED MANHOLE
- PROPOSED GATE VALVE
- SILT FENCE
- EROSION CONTROL AT CB/MH
- EXISTING TREE TO BE REMOVED
- CONCRETE SIDEWALK TO BE REMOVED
- EXISTING CONCRETE PAVEMENT TO BE REMOVED
- EXISTING BITUMINOUS PAVEMENT TO BE REMOVED
- PROPOSED BITUMINOUS PAVEMENT, SEE DETAIL 1/C700
- PROPOSED CONCRETE PAVEMENT, SEE DETAIL 2/C700
- PROPOSED CONCRETE SIDEWALK, SEE DETAIL 3/C700

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TEL 763.537.1311

PROJECT TITLE

AEON - CREST II

ISSUE #	DATE	DESCRIPTION
	02/17/2021	SD REVIEW SET
	05/11/2021	SITE PLAN REVIEW

NOT FOR CONSTRUCTION

CERTIFICATION

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

Rhonda S. Pierce

41333

License Number Date

DRAWN BY	DPM
CHECKED BY	RSP
PPA COMMISSION NO.	20-046

SHEET TITLE

GENERAL NOTES AND LEGEND

SHEET NUMBER

C100

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Review trees with propo

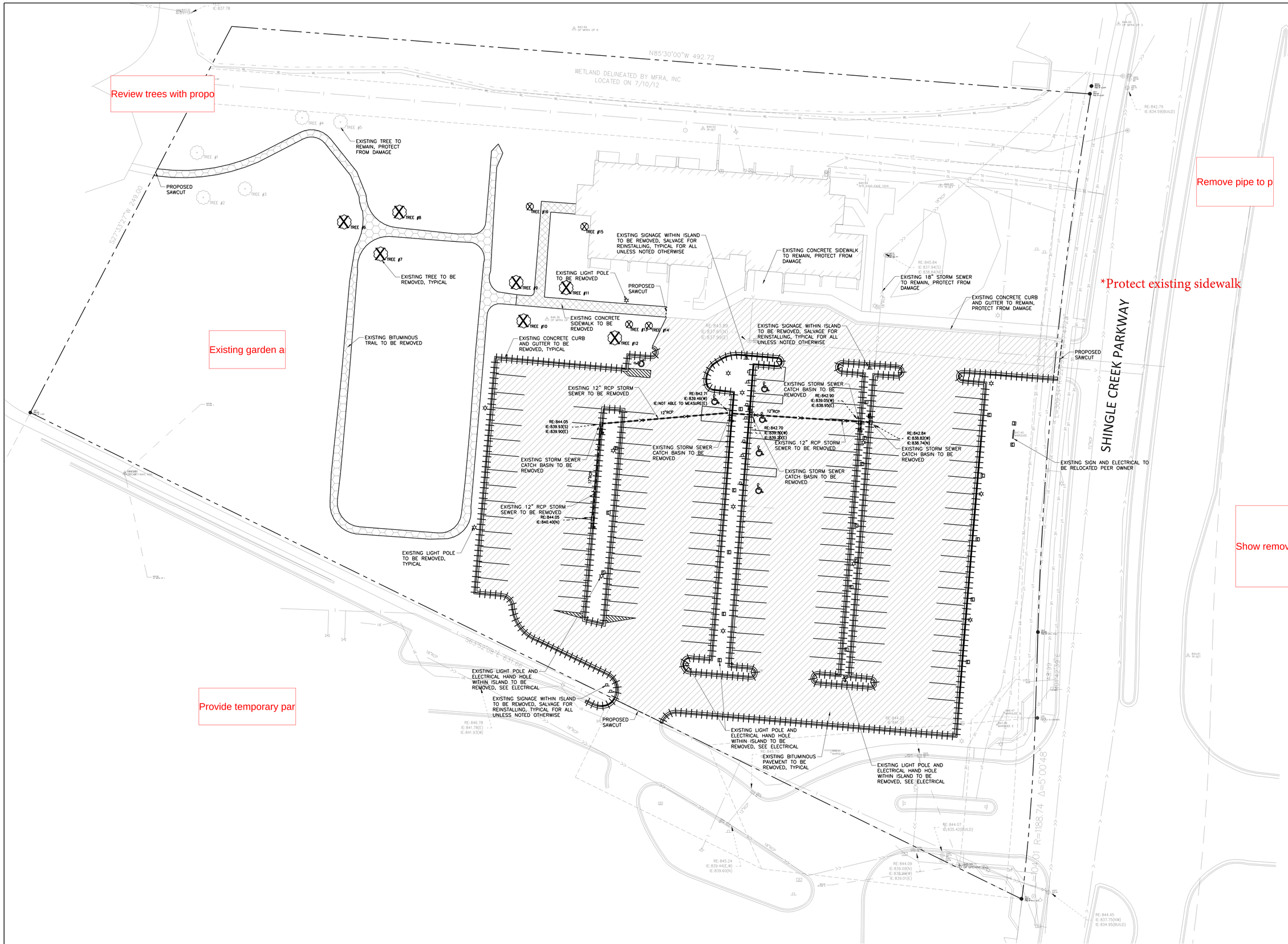
Existing garden a

Provide temporary par

Remove pipe to p

*Protect existing sidewalk

Show removals fo



TRUE NORTH PLAN NORTH

1 C200 SITE DEMOLITION PLAN

0 20' 40' 60'

1"=20'

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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 Engineer under the laws of the State of Minnesota.

Rhonda S. Pierce

41333

License Number Date

DRAWN BY	DPM
CHECKED BY	RSP
PPA COMMISSION NO.	20-046

SHEET TITLE

SITE DEMOLITION PLAN

SHEET NUMBER

C200

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SWPPP NARRATIVE

THIS STORMWATER POLLUTION PREVENTION PLAN (SWPPP) HAS BEEN COMPLETED TO FULFILL THE PERMIT REQUIREMENTS OF THE GENERAL CONSTRUCTION STORMWATER PERMIT (NPDES/SDS PERMIT) FOR EROSION AND SEDIMENT CONTROL FROM SITES WITH MORE THAN 1 ACRE OF SOIL DISTURBANCE. A PERMIT FROM THE MINNESOTA POLLUTION CONTROL AGENCY (MPCA) IS REQUIRED FOR THIS PROJECT.

THE CITY OF BROOKLYN CENTER AND SHINGLE CREEK WATERSHED MANAGEMENT COMMISSION (SCWMC) HAVE JURISDICTIONAL AUTHORITY FOR EROSION AND SOIL CONTROL AND STORMWATER MANAGEMENT AT THIS SITE. IN ADDITION TO THE PROVISIONS OF THE PERMIT, EROSION PREVENTION AND SEDIMENTATION CONTROL SPECIFICATIONS AND PLANS. MPCA PROCEDURES FOR APPLICATION, MAINTENANCE AND TERMINATION OF THE PERMIT ARE DESCRIBED IN THE SPECIFICATIONS. ADDITIONAL INFORMATION AND GENERAL CONTRACTOR REQUIREMENTS ARE CONTAINED IN THE SPECIFICATIONS THAT IS NOT INCLUDED ON THIS SHEET. THE GENERAL CONTRACTOR SHALL FOLLOW PERMIT REQUIREMENTS AT ALL TIMES; NOTHING IN THE SWPPP OR SPECIFICATIONS SUPERCEDES THE GENERAL CONTRACTORS RESPONSIBILITIES UNDER THE PERMIT.

THIS SWPPP MUST BE KEPT ONSITE AND UPDATED AS NECESSARY TO REFLECT CHANGES TO SITE CONDITIONS, PLACEMENT OF CONTROL MEASURES AND ELEMENTS ONSITE. THIS DOCUMENT IS REQUIRED TO REFLECT CURRENT CONDITIONS BASED ON SITE INSPECTIONS AND ACTIONS.

1. PROJECT DESCRIPTION/LOCATION

SEE STORMWATER MANAGEMENT CALCULATIONS AND REPORT AND SPECIFICATIONS FOR THIS SITE AND INCORPORATE INFORMATION INTO CONSTRUCTION PROCEDURES.

PROJECT NAME:	AEON – CREST II
PROJECT NUMBER:	20-046
PROJECT LOCATION:	BROOKLYN CENTER, MN
TOTAL DISTURBED AREA:	3.29 ACRES
PRE-CONSTRUCTION IMPERVIOUS SURFACE ACRES:	1.39 ACRES
POST-CONSTRUCTION IMPERVIOUS SURFACE ACRES:	2.22 ACRES
CUMULATIVE NEW IMPERVIOUS SURFACE ACRES:	0.83 ACRES
WORK IN/NEAR WATER/CONVEYANCE?:	NO
ECOLOGICALLY SENSITIVE AREAS IN PROJECT SCOPE?:	NO
TEMPORARY BASIN IN PROJECT SCOPE*?:	NO
TYPE AND DESIGN CRITERIA OF PERMANENT BMPS IN PROJECT SCOPE**:	PERMEABLE PAVER AND RAIN GARDEN FILTRATION SYSTEMS

**LONG TERM MAINTENANCE OF PROJECT BMPS WILL BE CONDUCTED BY OWNER. DESIGN CALCULATIONS AND DETAILS ARE MAINTAINED WITH PROJECT DOCUMENTATION AND BY OWNER'S REPRESENTATIVE.

THE PLANNED SCOPE OF THE PROJECT INCLUDES:

- CONSTRUCTION OF NEW APARTMENT COMPLEX AND ASSOCIATED DRIVEWAYS, PARKING STALLS AND SIDEWALKS.
- STORMWATER FROM THIS SITE WILL BE ROUTED TO AN UNDERGROUND PIPE GALLERY AND BIOCLEAN WATER POLISHER VAULT SYSTEM THAT DISCHARGES TO CITY OF BROOKLYN CENTER STORM SEWER WHICH ULTIMATELY DISCHARGES TO SHINGLE CREEK.

2. SPECIAL AND IMPAIRED WATERS

o. SPECIAL AND IMPAIRED WATERS: THESE WETLANDS, FENS, TROUT STREAMS, ORVWS AND IMPAIRED WATERS ARE LOCATED WITHIN ONE MILE (AERIAL RADIUS) OF THE PROJECT LIMITS. SHINGLE CREEK AND THE MISSISSIPPI RIVER ARE IMPAIRED WATERS WITHIN ONE MILE BUT THEY WILL NOT BE AFFECTED OR IMPACTED BY THIS PROJECT.

WATER BODY NAME	REACH NUMBER	IMPAIRMENTS	APPLICABLE?
SHINGLE CREEK	07010206-506	CHLORIDE, DISSOLVED OXYGEN, E.COLI, INVERTBIO	N
MISSISSIPPI RIVER	07010206-805	FECAL COLIFORM, NUTRIENTS, PCB IN FISH TISSUE	N

3. ECOLOGICAL AND OTHER SENSITIVE AREAS

IN ADDITION TO ANY ADDITIONAL PROVISIONS DICTATED IN THE RESPECTIVE PART BELOW, THE GENERAL CONTRACTOR SHALL PROVIDE SPECIAL CARE AND ATTENTION TO ECOLOGICAL OR OTHER SENSITIVE AREA(S) INDICATED IN THIS SECTION TO PREVENT TRAFFIC AND DISTURBANCE, AND TO PRESERVE VEGETATIVE COVER IN IDENTIFIED AREAS. IDENTIFIED AREAS AND APPROPRIATE SETBACKS SHALL BE MARKED IN THE FIELD BY THE GENERAL CONTRACTOR, AS SPECIFIED IN SUBSEQUENT PAGE DETAILS, IF APPLICABLE.

a. PLACEMENT OF FILL IN WATERS OF THE STATE.
b. DRINKING WATER SUPPLY MANAGEMENT AREA: THIS PROJECT IS NOT WITHIN A WELLHEAD PROTECTION AREA, DRINKING WATER SUPPLY MANAGEMENT AREA (DWSMA), OR WITHIN A KNOWN KARST AREA. NO ADDITIONAL PROVISIONS APPLY TO THIS PROJECT.
c. ENVIRONMENTAL REVIEW: THIS PROJECT IS NOT SUBJECT TO FINDINGS OF AN ENVIRONMENTAL, OR ARCHEOLOGICAL AND HISTORIC PLACES REVIEW. NO ADDITIONAL PROVISIONS APPLY TO THIS PROJECT.
d. ENDANGERED OR THREATENED SPECIES: THERE ARE NO ENDANGERED OR THREATENED SPECIES AFFECTED BY THIS PROJECT. NO ADDITIONAL PROVISIONS APPLY TO THIS PROJECT.
e. AQUATIC INVASIVE SPECIES, INFESTED WATERS AND WORK IN WATERS RESTRICTIONS: PROJECT SCOPE DOES NOT INCLUDE WORK IN OR NEAR PUBLIC WATERS. NO PUBLIC WATERS IN OR NEAR THE PROJECT SITE ARE LISTED OR SPECIALLY DESIGNATED BY THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES DEPARTMENT OF WATER (DOW).
f. SOIL TYPES TYPICALLY FOUND ON THIS PROJECT SITE ARE: A GEOTECHNICAL REPORT WAS PREPARED BY CHOSEN VALLEY TESTING, INC. DATED APRIL 7, 2021 PROJECT 18020.21.MNT. SOIL BORINGS INDICATED FILL UNDERLAIN BY POORLY GRADED SAND, POORLY GRADED SAND WITH SILT, SILTY CLAYEY SAND AND SILTY SAND. THE WATER TABLE IS WAS OBSERVED AT ELEVATION LEVELS 833.5–839.5.

4. PROJECT PERSONNEL AND SWPPP IMPLEMENTATION RESPONSIBILITIES

ORGANIZATION	CONTACT NAME & CERTIFICATION NUMBER	PHONE
OWNER: AEON	LESLIE ROERING	612-746-4853
ENGINEER FIRM NAME	PIERCE PINI + ASSOCIATES, INC.	763-537-1311
SWPPP PREPARER: PIERCE PINI AND ASSOCIATES	RHONDA PIERCE, P.E.	763-537-1311
GENERAL CONTRACTOR FIRM NAME: WATSON FORSBERG		
SOIL/EROSION CONSTRUCTION SITE MANAGER		
SOIL/EROSION CONSTRUCTION SITE MANAGER		

MPCA DUTY OFFICER 24-HOUR EMERGENCY SPILL NOTIFICATION: 651-649-5451 OR 800-422-0798

a. THE OWNER AND THE NAMED GENERAL CONTRACTOR ARE CO-PERMITTEES FOR THE GENERAL CONSTRUCTION STORMWATER PERMIT (NPDES/SDS PERMIT). THE GENERAL CONTRACTOR IS RESPONSIBLE TO COMPLY WITH ALL ASPECTS OF THE PERMIT AND STORMWATER COMPLIANCE POLICY AT ALL TIMES UNTIL THE NOTICE OF TERMINATION (NOT) HAS BEEN FILED WITH THE MPCA.
b. THE GENERAL CONTRACTOR SHALL DEVELOP A CHAIN OF COMMAND WITH ALL OPERATORS ON THE SITE TO ENSURE THAT THE SWPPP IS IMPLEMENTED AND MAINTAINED UNTIL THE PROJECT IS COMPLETE, THE ENTIRE SITE HAS UNDERGONE FINAL STABILIZATION, AND OWNER HAS COMPLETED THE FINAL INSPECTION.
c. THE PROJECT ENGINEER OF RECORD IS RESPONSIBLE FOR THE DESIGN OF THE SWPPP. THE GENERAL CONTRACTOR IS RESPONSIBLE FOR IMPLEMENTATION OF THE SWPPP AND THE INSTALLATION, INSPECTION AND MAINTENANCE OF THE EROSION PREVENTION AND SEDIMENT CONTROL BEST MANAGEMENT PRACTICES (BMPS) DESCRIBED BY THE SWPPP AT ALL STAGES OF CONSTRUCTION UNTIL THE OWNER HAS COMPLETED THE FINAL INSPECTION.
d. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR ALL ON-SITE IMPLEMENTATION OF THE SWPPP INCLUDING THE ACTIVITIES OF ALL OF SUBCONTRACTORS DURING CONSTRUCTION.
e. GENERAL CONTRACTOR SHALL PROVIDE AT LEAST ONE CERTIFIED INSTALLER FOR EACH SUBCONTRACTOR TO OVERSEE ALL INSTALLATION AND MAINTENANCE OF BMPS AND IMPLEMENTATION OF THE SWPPP. CERTIFICATION IS THROUGH THE UNIVERSITY OF MINNESOTA EROSION AND STORMWATER MANAGEMENT CERTIFICATION PROGRAM (http://www.erosion.umn.edu/) OR APPROVED EQUIVALENT.
f. GENERAL CONTRACTOR SHALL PROVIDE AT LEAST ONE CERTIFIED INDIVIDUAL TO CONDUCT INSPECTION AND MAINTENANCE OF ALL EROSION PREVENTION AND SEDIMENT CONTROL BMPS IN ACCORDANCE WITH THE REQUIREMENTS OF THE PERMIT. GENERAL CONTRACTOR SHALL PROVIDE EVIDENCE OF CERTIFICATION FOR EACH INDIVIDUAL AT THE PRE-CONSTRUCTION MEETING AND IS MAINTAINED BY GENERAL CONTRACTOR WITH PROJECT DOCUMENTATION.
g. THIS SWPPP HAS BEEN PREPARED BY INDIVIDUAL(S) TRAINED IN ACCORDANCE WITH THE PERMIT'S TRAINING REQUIREMENTS FOR PREPARATION OF SWPPPS.

PREPARED BY:
RHONDA PIERCE, P.E.
PIERCE PINI AND ASSOCIATES
RHONDA@PIERCEPINI.COM
763-537-1311

TRAINING/CERTIFICATION:
DATE OF TRAINING/CERTIFICATION: 2020
INSTRUCTOR(S): JOHN CHAPMAN
CERTIFICATION EXPIRATION: MAY 31, 2023

5. SEQUENCE OF CONSTRUCTION

THE FOLLOWING DESCRIBES, IN GENERAL, THE SEQUENCE OF WORK PERFORMED ON THE SITE:

a. GENERAL CONTRACTOR SHALL VERIFY THAT ALL PERMITS HAVE BEEN OBTAINED AND/OR OBTAIN THE NECESSARY PERMITS IN ACCORDANCE WITH THE MPCA POLICY.
b. GENERAL CONTRACTOR SHALL INSTALL ALL PERIMETER AND DOWN-GRADIENT EROSION CONTROL AND SEDIMENT CONTROL BMPS, INCLUDING CONSTRUCTION ENTRANCES AND INLET PROTECTION DEVICES PRIOR TO SITE GRADING, EXCAVATION, STOCKPILING OR DISTURBING EXISTING VEGETATIVE COVER. GENERAL CONTRACTOR SHALL INSTALL ALL DOWN-GRADIENT PERIMETER CONTROLS BEFORE ANY UP-GRADIENT DISTURBANCE BEGINS.
c. THE GENERAL CONTRACTOR SHALL ATTEMPT TO PHASE ALL WORK TO MINIMIZE EROSION AND MAINTAIN VEGETATIVE COVER TO THE EXTENT POSSIBLE. PRESERVE ALL NATURAL BUFFERS SHOWN ON PLAN.
d. GENERAL CONTRACTOR SHALL MARK OR OTHERWISE DELINEATE AREAS ON THE SITE NOT TO BE DISTURBED, INCLUDING ECOLOGICALLY SENSITIVE AREAS, BEFORE CONSTRUCTION BEGINS.
e. GENERAL CONTRACTOR SHALL ESTABLISH SITE LOCATION AND COMPLETE INSTALLATION OF ANY PORTABLE TOILET, FUELING AREA, SPILL KIT LOCATION, CONCRETE WASHOUT AREA, HAZARDOUS MATERIAL HANDLING AND STORAGE AREA, LITTER CONTROL DEVICE AREA, STAGING AREA, STOCK PILING AREA, AND OTHER SWPPP DESIGNATED AREAS. UPDATE ONSITE-COPY OF SWPPP TO REFLECT LOCATION OF THESE ITEMS.
f. GENERAL CONTRACTOR SHALL ESTABLISH AND ENFORCE PROTOCOL REGARDING CLEANING OF ALL EQUIPMENT THAT HAS BEEN USED IN INFESTED WATERS OR WATERS WITH INVASIVE SPECIES TO PREVENT THE SPREAD OF BOTH AQUATIC AND TERRESTRIAL INVASIVES. GENERAL CONTRACTOR SHALL OBTAIN VERIFICATIONS FROM ALL SUBCONTRACTORS THAT EQUIPMENT IS CLEAN, OR NEW, AND WILL NOT SPREAD INVASIVES.
g. GENERAL CONTRACTOR IS RESPONSIBLE FOR MEANS AND METHODS OF SITE DEWATERING. DEWATERING SHALL FOLLOW MPCA AND CITY OF BROOKLYN CENTER STANDARDS AND REQUIREMENTS. SUBMIT PLAN OF ACTION FOR REVIEW PRIOR TO CONSTRUCTION.
h. GENERAL CONTRACTOR SHALL ESTABLISH AND ENFORCE TRAFFIC FLOW AND PATTERNS, INCLUDING HAUL ROADS, AT PROJECT SITE TO MINIMIZE SOIL DISTURBANCE, TRACKING AND COMPACTION, AND TO PRESERVE NATIVE AND EXISTING VEGETATION. UPDATE ONSITE COPY OF SWPPP TO REFLECT HAUL ROADS AND OTHER SITE TRAFFIC PATTERNS.
i. GENERAL CONTRACTOR SHALL PERFORM SITE GRADING, EXCAVATION, STOCKPILING WORK IN ACCORDANCE WITH THE SWPPP.
   A. STOCKPILES SHALL BE PROTECTED AROUND THE ENTIRE PERIMETER WHEN NOT ACTIVELY BEING WORKED; STOCKPILES ACTIVELY BEING WORKED SHALL BE STABILIZED AT THE END OF EACH WORK DAY. PRESERVED TOPSOIL STOCKPILES SHALL ADDITIONALLY BE COVERED. PLACE BMP A MINIMUM OF 5 FEET FROM THE TOE OF THE SLOPE WHERE FEASIBLE. STABILIZE ALL ERODABLE STOCKPILES.
   B. DO NOT PLACE STOCKPILES IN NATURAL BUFFER AREAS, SURFACE WATERS OR STORMWATER CONVEYANCES INCLUDING GUTTERS OR SWALES.
   C. MINIMIZE SOIL COMPACTION AND PRESERVE TOPSOIL, UNLESS INFEASIBLE. MINIMIZING SOIL COMPACTION IS NOT REQUIRED WHERE THE FUNCTION OF A SPECIFIC AREA OF THE SITE DICTATES THAT IT BE COMPACTED.
j. GENERAL CONTRACTOR SHALL PROVIDE GRADING AND BMP INSTALLATION TO LIMIT SOIL EXPOSURE ON ALL SLOPES OF 3H:1V OR STEEPER TO AN UNBROKEN LENGTH OF 75 FEET OR LESS.
k. GENERAL CONTRACTOR SHALL STABILIZE ALL EXPOSED SOILS NO LATER THAN 7 DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE HAS TEMPORARILY OR PERMANENTLY CEASED.
   A. GENERAL CONTRACTOR SHALL MAINTAIN 70% VEGETATIVE COVER ON COMPLETED AREAS OF THE PROJECT SITE.
   B. STABILIZE ALL AREAS OF THE SITE PRIOR TO THE ONSET OF WINTER.
   C. STABILIZE WETTED PERIMETER OF DITCH (I.E. WHERE THE DITCH GETS WET).
l. WHEN PERMANENT BMPS OR PORTIONS THEREOF ARE INSTALLED, GENERAL CONTRACTOR SHALL STAKE OR MARK THESE AREAS, AND INSTALL SEDIMENT PROTECTION UPGRADIENT OF COMPLETED AREAS TO AVOID COMPACTION AND FOULING OF SYSTEM ELEMENTS. PERMANENT BMPS SHALL BE CONSTRUCTED AND STABILIZED TO THE EXTENT PRACTICABLE PRIOR TO BEING PLACED INTO SERVICE. IN THE EVENT THAT PERMANENT STABILIZATION CANNOT BE ACHIEVED BEFORE BEING PLACED INTO SERVICE, TEMPORARY MEASURES TO PREVENT FOULING SHALL BE IN PLACE.
m. GENERAL CONTRACTOR SHALL PERFORM SITE RESTORATION ACTIVITIES FOR PERMANENT VEGETATIVE ESTABLISHMENT. TEMPORARY BMPS SUCH AS MULCH AND HYDROSEED DO NOT CONSTITUTE PERMANENT VEGETATIVE COVER; SOD INSTALLATION MAY CONSTITUTE PERMANENT VEGETATIVE COVER.
n. THE GENERAL CONTRACTOR SHALL ENSURE FINAL STABILIZATION:
   A. ALL SOIL DISTURBING ACTIVITIES ARE COMPLETE AND A UNIFORM PERENNIAL VEGETATIVE COVER WITH A DESTINY OF 70% OVER THE ENTIRE PERVIOUS SURFACE HAS BEEN ACHIEVED, INCLUDING STABILIZATION OF ALL DITCHES AND SWALES.
   B. GENERAL CONTRACTOR SHALL ENSURE THAT ALL PERMANENT STORMWATER TREATMENT SYSTEMS ARE CONSTRUCTED IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS IF INCLUDED WITHIN THE SCOPE OF THE PROJECT.
   C. GENERAL CONTRACTOR SHALL REMOVE ALL TEMPORARY SYNTHETIC AND STRUCTURAL BMPS, EXCEPT AS SPECIFICALLY AUTHORIZED/REQUIRED BY CITY OF BROOKLYN CENTER.
   D. GENERAL CONTRACTOR SHALL REMOVE ALL SEDIMENTS FROM STORMWATER CONVEYANCES AND PERMANENT WATER QUALITY BASINS.
   E. GENERAL CONTRACTOR SHALL REQUEST A FINAL INSPECTION FROM THE CITY OF BROOKLYN CENTER PRIOR TO INITIATING PERMIT TERMINATION.
o. PERMIT SHALL BE TERMINATED IN ACCORDANCE WITH MPCA POLICY.

6. SITE INSPECTION AND MAINTENANCE

o. INSPECT THE ENTIRE CONSTRUCTION SITE AND DOWNGRADIENT ADJACENT SITES/AREAS, INCLUDING THE FOLLOWING:
   A. INSPECT SURFACE WATER, INCLUDING DRAINAGE DITCHES, AND OFF-SITE PROPERTIES FOR SIGNS OF EROSION AND SEDIMENT DEPOSITION.
   B. INSPECT CONSTRUCTION SITE VEHICLE EXIT LOCATIONS FOR EVIDENCE OF TRACKING ONTO PAVED SURFACES.
   C. INSPECT INFILTRATION AREAS FOR SIGNS OF SEDIMENT DEPOSITION AND COMPACTION, AND TO ENSURE EQUIPMENT IS NOT BEING DRIVEN INTO THE AREA.
   D. INSPECT, MONITOR AND MAINTAIN ALL WATER QUALITY MANAGEMENT, EROSION PREVENTION AND SEDIMENT CONTROL BMPS.
   E. INSPECT, MONITOR AND MAINTAIN POLLUTION PREVENTION BMPS.
b. INSPECTION FREQUENCY: GENERAL CONTRACTOR SHALL CONDUCT A SITE STORMWATER INSPECTION A MINIMUM OF ONCE EVERY SEVEN DAYS DURING ACTIVE CONSTRUCTION AND WITHIN 24 HOURS AFTER A RAINFALL EVENT GREATER THAN 0.5 INCHES IN 24 HOURS. INSPECTIONS MAY BE SUSPENDED DUE TO FROZEN GROUND CONDITIONS UNTIL FIRST RUNOFF OCCURS OR CONSTRUCTION ACTIVITIES RESUME, WHICHEVER COMES FIRST. GENERAL CONTRACTOR SHALL NOTE EXACT DATE OF LAST INSPECTION PRIOR TO WINTER SUSPENSION AND FIRST DATE WHEN CONSTRUCTION RESUMES. THE GENERAL CONTRACTOR IS RESPONSIBLE FOR INSPECTIONS UNTIL THE SITE HAS UNDERGONE FINAL STABILIZATION AND THE NOT HAS BEEN SUBMITTED TO THE MPCA, OR UNTIL PERMIT COVERAGE HAS BEEN TRANSFERRED TO ANOTHER PERMITTEE.
c. RECORD ALL INSPECTIONS, MAINTENANCE AND CORRECTIVE ACTIONS CONDUCTED DURING CONSTRUCTION ON A PROVIDED INSPECTION FORM WITHIN 24 HOURS OF THE ACTION. DATE AND INITIAL THE ON-SITE SWPPP WITH ANY CHANGES TO REFLECT ON-SITE CONDITIONS. COPIES OF ALL SHALL BE SUBMITTED TO THE CIVIL ENGINEER.
d. ALL EROSION CONTROL MEASURES MUST BE INSTALLED AND MAINTAINED BY GENERAL CONTRACTOR ACCORDING TO THE DETAILS INCLUDED IN THE CONSTRUCTION DOCUMENTS AND IN ACCORDANCE WITH THE PRODUCT MANUFACTURER'S RECOMMENDATIONS. BMPS MUST BE OPERATIONALLY FUNCTIONAL AND ADEQUATE. ALL NONFUNCTIONAL BMPS MUST BE REPAIRED OR REPLACED WITHIN 24 HOURS OF DISCOVERY OR THEREAFTER AS SOON AS FIELD CONDITIONS ALLOW.
e. THE GENERAL CONTRACTOR SHALL RESPOND TO CHANGING SITE CONDITIONS AND IMPLEMENT/SUPPLEMENT EROSION PREVENTION AND SEDIMENT CONTROL MEASURES UTILIZED TO PROVIDE ADEQUATE PROTECTION OF DISTURBED SOILS AND ADEQUATE PREVENTION OF SEDIMENT TRANSPORT OFF-SITE. UPDATE SWPPP DOCUMENTS WHEN CHANGES ARE MADE.
f. WHEN AN INSPECTION FINDS EROSION PREVENTION AND SEDIMENT CONTROL BMPS THAT ARE NONFUNCTIONAL OR INADEQUATE, ANY NONFUNCTIONAL BMPS MUST BE REPAIRED, REPLACED, OR SUPPLEMENTED WITH FUNCTIONAL BMPS WITHIN 24 HOURS AFTER DISCOVERY OR THEREAFTER AS SOON AS FIELD CONDITIONS ALLOW. THE GENERAL CONTRACTOR SHALL ALSO PLACE ANY ADDITIONAL EROSION CONTROL MEASURES DEEMED NECESSARY BY THE CITY OF BROOKLYN CENTER OR A/E WITHIN 24 HOURS OF NOTICE.
   A. IF DOWN GRADIENT SEDIMENT CONTROLS ARE OVERLOADED, THE GENERAL CONTRACTOR MUST INSTALL ADDITIONAL UPGRADIENT SEDIMENT CONTROL PRACTICES OR REDUNDANT BMPS TO ELIMINATE OVERLOADING. THE SWPPP MUST BE AMENDED TO IDENTIFY THESES ADDITIONAL PRACTICES.
g. REPAIR OR REPLACE INLET PROTECTION DEVICES WHEN THEY BECOME NONFUNCTIONAL OR SEDIMENT REACHES ONE-HALF THE DEPTH OF THE DEVICE. SITE INLETS REMOVED IN RESPONSE TO A PUBLIC SAFETY CONCERN MUST BE RETURNED TO SERVICE AS SOON AS THE THREAT (EG. FLOODING) HAS RECEDED.
h. REPAIR, REPLACE OR SUPPLEMENT PERIMETER CONTROL DEVICES WHEN THEY BECOME NON-FUNCTIONAL OR THE SEDIMENT REACHES ONE-HALF THE HEIGHT OF THE DEVICE. GENERAL CONTRACTOR SHALL REPAIR OR REPLACE DEVICE THAT IS NONFUNCTIONAL BY THE END OF THE NEXT BUSINESS DAY AFTER DISCOVERY OR THEREAFTER AS SOON AS FIELD CONDITIONS ALLOW. PERIMETER CONTROL DEVICES REMOVED IN RESPONSE TO A PUBLIC SAFETY CONCERN MUST BE RETURNED TO SERVICE AS SOON AS THE THREAT HAS RECEDED.
i. TEMPORARY AND PERMANENT SEDIMENTATION BASINS MUST BE DRAINED AND SEDIMENT REMOVED BY GENERAL CONTRACTOR ONCE THE SEDIMENT COLLECTED REACHES ONE-HALF THE STORAGE VOLUME WITHIN 72 HOURS OF DISCOVERY, OR AS SOON AS FIELD CONDITIONS ALLOW.
j. ALL SEDIMENT DEPOSITS WITHIN SURFACE WATERS OR STORMWATER CONVEYANCES MUST BE REMOVED AND RESTABILIZED BY GENERAL CONTRACTOR WITHIN 7 DAYS OF DISCOVERY, INCLUDING DELTAS AND STORM SEWER SEDIMENT DEPOSITS. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL PERMITS REQUIRED, IF NECESSARY, FOR SUCH SEDIMENT REMOVAL.
k. MAINTAIN EXISTING PAVED SURFACES CLEAN OF SEDIMENT. CONSTRUCTION ENTRANCES AND PUBLIC AND PRIVATE ROADS LEADING TO AND FROM THE CONSTRUCTION ENTRANCE SHALL BE CHECKED DAILY BY GENERAL CONTRACTOR. IF THE ENTRANCE BECOMES INUNDATED WITH SEDIMENT, THE GENERAL CONTRACTOR SHALL CLEAN OR REPLACE AS APPROPRIATE. PUBLIC AND PRIVATE ROADS LEADING TO AND FROM THE CONSTRUCTION ENTRANCE SWEPT OR OTHERWISE CLEANED DAILY. GENERAL CONTRACTOR SHALL EXTEND SWEEPING TO THE EXTREMITY OF ANY SEDIMENT TRACKING THAT OCCURS OFF-SITE. USE MECHANICAL METHODS TO REMOVE SOLIDS FIRST, FOLLOWED BY WET METHODS, ONLY AS NEEDED. SWEEPING IS NOT A SUBSTITUTE FOR PROPER MAINTENANCE OF CONSTRUCTION ENTRANCES.
l. GENERAL CONTRACTOR SHALL REMOVE ANY OFF-SITE SEDIMENT ACCUMULATIONS IN A MANNER AND AT A FREQUENCY SUFFICIENT TO MINIMIZE OFF-SITE IMPACTS. STREET SWEEPING MAY HAVE TO OCCUR MORE FREQUENTLY THAN DESCRIBED ABOVE TO MINIMIZE OFF-SITE IMPACTS. THERE ARE DOWNSTREAM WATERWAYS THAT WOULD BE ADVERSELY AFFECTED BY VEHICULAR TRACKED SOILS. STREET SWEEPING IS IMPERATIVE TO MAKES SURE THIS DOES NOT OCCUR.
m. ALL INFILTRATION/FILTRATION AREAS MUST BE INSPECTED BY GENERAL CONTRACTOR TO ENSURE THAT NO SEDIMENT FROM ONGOING CONSTRUCTION IS ACCUMULATING OVER THE INFILTRATION/FILTRATION AREA. SEDIMENT ACCUMULATED OVER INFILTRATION/FILTRATION MUST BE REMOVED BY GENERAL CONTRACTOR.
n. SEE CIVIL NOTES, DETAILS AND DRAWINGS ON CONSTRUCTION DOCUMENTS.

7. POLLUTION PREVENTION AND SPILL RESPONSE

GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR IMPLEMENTING POLLUTION PREVENTION MEASURES AT THE SITE, AS DESCRIBED IN DETAIL IN THE EROSION PREVENTION AND SEDIMENTATION CONTROL SPECIFICATIONS SECTION 312500.

IN GENERAL, THE FOLLOWING MEASURES ARE REQUIRED AT PROJECT SITES.

o. BUILDING MATERIALS AND WASTES WITH THE POTENTIAL TO CONTAMINATE STORMWATER SHALL BE STORED INSIDE OR UNDER COVER IN A DESIGNATED AREA, AND SHALL BE INDICATED BY THE GENERAL CONTRACTOR ON THE SWPPP SITE MAP.
b. LITTER AND SOLID WASTE SHALL BE PLACED INTO COVERED CONTAINERS AT A DESIGNATED AREA AT THE SITE AND SHALL BE INDICATED BY THE GENERAL CONTRACTOR ON THE SWPPP SITE MAP.
c. ON-SITE FUELING SHALL BE CONDUCTED IN DESIGNATED AREAS ONLY AND SHALL BE INDICATED BY THE GENERAL CONTRACTOR ON THE SWPPP SITE MAP.
d. A SPILL RESPONSE KIT AT EACH LOCATION SPECIFIC TO THE MATERIALS USED AT THE PROJECT SITE AND SHALL BE INDICATED BY THE GENERAL CONTRACTOR ON THE SWPPP SITE MAP.
e. PORTABLE TOILETS SHALL BE SECURED IN PLACE TO PREVENT BEING TIPPED OR KNOCKED OVER AND SHALL BE INDICATED BY THE GENERAL CONTRACTOR ON THE SWPPP SITE MAP.
f. VEHICLE AND EQUIPMENT WASHING IS PROHIBITED AT PROJECT SITES.
g. CONCRETE WASH OUT WASTE, INCLUDING WASTE CURED CONCRETE, SHALL BE MANAGED OFF-SITE OR MANAGED ON-SITE IN A DESIGNATED CONCRETE WASHOUT AREA AND SHALL BE INDICATED BY THE GENERAL CONTRACTOR ON THE SWPPP SITE MAP. ON-SITE BATCH PLANTS AND MORTAR MIX AREAS ARE CONCRETE PRODUCTS AND SHALL FOLLOW ALL STORMWATER MANAGEMENT CONTROLS AS NOTED HEREIN AND WITHIN NPDES PERMIT.
h. THE GENERAL CONTRACTOR SHALL USE OR ENSURE USE OF METHODS AND OPERATIONS WHICH PREVENT DUST, PARTICLES, PIECES AND SLURRY FROM DEPOSITING IN VEGETATED OR FUTURE VEGETATED AREAS OR FROM LEAVING THE PROJECT SITE AND ENTERING A STORMWATER CONVEYANCE SYSTEM, INCLUDING A DITCH OR CULVERT.
i. IN THE EVENT OF A SPILL AT THE PROJECT SITE WITH A RELEASE OR POTENTIAL RELEASE TO THE ENVIRONMENT, THE GENERAL CONTRACTOR SHALL CONTACT WITH THE STATE DUTY OFFICER.

8. PERMANENT STORMWATER PRACTICES

o. CONSTRUCTION SEQUENCING OF INFILTRATION PRACTICES:
   A. STORMWATER MANAGEMENT SYSTEMS ARE DESIGNED TO MEET CITY OF BROOKLYN CENTER AND SHINGLE CREEK WATERSHED MANAGEMENT COMMISSION REQUIREMENTS FOR WATER QUALITY.
   B. ALL SITE WORK SHOULD BE COMPLETE PRIOR TO WORK ON THE STORMWATER SYSTEMS BEING STARTED TO THE EXTENT POSSIBLE. IF CONSTRUCTION OF THESE AREAS NEEDS TO OCCUR PRIOR TO FINAL SITE STABILIZATION, THEN THE CONSTRUCTED AREA MUST BE PROTECTED AND CONTRIBUTING FLOWS NEED TO BE FILTERED TO PREVENT CLOGGING OF THE SYSTEM OR COMPACTION OF THE STORMWATER AREA.
   C. INSTALLATION OF STORMWATER PRACTICES SHALL BE DONE DURING PERIODS OF DRY WEATHER AND COMPLETED BEFORE A RAINFALL EVENT.
   D. THE BOTTOM SURFACE OF EXCAVATION SHALL BE LEVEL WITHOUT DIPS OR SWALES.
   E. DURING CONSTRUCTION, STORMWATER MUST BE ROUTED AROUND STORMWATER MANAGEMENT AREAS UNTIL ALL CONSTRUCTION ACTIVITY HAS CEASED AND TRIBUTARY SURFACES ARE CLEANED OF SEDIMENT.
   F. SHOP DRAWINGS OF ALL SYSTEMS NEED TO BE APPROVED PRIOR TO CONSTRUCTION.
   G. NOTIFY CIVIL ENGINEER OF WORK BEING DONE ON STORMWATER SYSTEMS AND THE SCHEDULE OF CONSTRUCTION. ALLOW A MINIMUM OF FIVE WORKING DAYS FOR NOTIFICATION SO ENGINEER CAN CONDUCT SITE MEETING TO DISCUSS THE INTENT OF THE SYSTEM AND CONSTRUCTION OBSERVATION CAN BE SCHEDULED ACCORDINGLY. SITE MEETING TO REVIEW THE INTENT OF THE DESIGN AND THE CONSTRUCTION OF THE FILTRATION SYSTEM NEEDS TO OCCUR PRIOR TO STARTING CONSTRUCTION ON THE SYSTEMS.
   H. MAINTAIN EROSION AND SEDIMENT CONTROL ON CONTRIBUTING AREAS TO AVOID CLOGGING OF SYSTEM.
   I. CONSTRUCT STORMWATER SYSTEMS PER DRAWINGS AND SPECIFICATIONS.
   J. COMPLETE CONSTRUCTION OF PAVEMENT AFTER STORMWATER SYSTEM IS INSTALLED. AFTER PAVEMENT IS INSTALLED, VERIFY THAT SYSTEMS ARE CLEAR AND FULLY FUNCTIONAL. VACUUM AND CLEAN SYSTEMS AS NEEDED SO THEY ARE FULLY FUNCTIONAL AT PROJECT CLOSEOUT.
   K. INSTALL LANDSCAPING AND PLANTING MATERIALS PER LANDSCAPE DRAWINGS AND SPECIFICATIONS.
   L. REMOVE ALL TEMPORARY EROSION CONTROL BMP'S AFTER PAVING IS COMPLETE AND TURF HAS BEEN ESTABLISHED.
   M. GENERAL CONTRACTOR SHALL TAKE PHOTOGRAPHS AND MEASUREMENTS OF ALL STORMWATER MANAGEMENT SYSTEMS THROUGHOUT CONSTRUCTION. DOCUMENTATION OF CONSTRUCTION SHALL BE SUBMITTED TO THE CIVIL ENGINEER AT THE CLOSEOUT OF THE PROJECT. CLOSEOUT DOCUMENTATION SHALL INCLUDE PHOTOGRAPHS AND MEASUREMENTS OF SYSTEM DURING CONSTRUCTION, TESTING REPORTS AND OBSERVATIONS AND REDLINE DRAWINGS OF ANY FIELD MODIFICATIONS MADE DURING CONSTRUCTION.
   N. A LETTER WRITTEN ON COMPANY LETTERHEAD THAT THE STORMWATER MANAGEMENT PRACTICES HAVE BEEN BUILT PER THE CIVIL PLANS, OR PER REDLINE FIELD DRAWINGS, SHALL BE SUBMITTED TO THE CIVIL ENGINEER AT THE CLOSEOUT OF THE PROJECT.
   O. THE GENERAL CONTRACTOR SHALL SUBMIT AN AS-BUILT SURVEY OF THE COMPLETED SITE PREPARED AND SIGNED BY A LICENSED SURVEYOR TO THE CIVIL ENGINEER AT THE END OF THE PROJECT. AS-BUILT SURVEY SHALL INCLUDE ENOUGH INFORMATION TO VERIFY THE CONSTRUCTED TOPOGRAPHY, UTILITY AND SITE ELEMENTS. COORDINAT

review trees based

INSTALL DOUBLE ROW OF SILT FENCE DOWNSTREAM EDGE OF CONSTRUCTION ACTIVITIES ALONG SHINGLE CREEK, SEE DETAILS 1/302. DO NOT USE BIOLOGS ALONG CREEK

WETLAND DELINEATED BY MFRA, INC LOCATED ON 7/10/12

N85°30'00"W 492.72

55'

STORM SEWER, SANITARY SEWER, AND WATER MAIN EASEMENT PER DOC. NO. 1000599

WATER MAIN EASEMENT PER DOC. NO. 1071636

END OF CONCRETE WALL LIES 3.3 FEET SOUTHERLY OF PROPERTY LINE

ELECTRICAL EASEMENT PER DOC. NO. 1021148

AEON CREST II
FIRST FFE=849.00

INSTALL TREE PROTECTION FENCING AROUND ALL TREES TO REMAIN, SEE DETAIL 10/C302

FUTURE PROOF OF PARKING

INSTALL ROCK CONSTRUCTION ENTRANCE AT A LOCATION WHERE CONSTRUCTION VEHICLES EXIT THE SITE, SEE DETAIL 3/C302, TYPICAL. CONTRACTOR MAY USE OTHER METHODS AS APPROVED BY ENGINEER. LOCATION NOT SHOWN ON PLAN. TO BE DETERMINED BY CONTRACTOR, TYPICAL AT ALL LOCATIONS

SHINGLE CREEK PARKWAY

CONCRETE WASHOUT AREA PER MPCA STANDARDS. CONTRACTOR TO FIELD LOCATE DURING CONSTRUCTION

INSTALL EROSION CONTROL AT ALL CB/MH WITHIN PROJECT AND DRAINAGE AREA DOWNSTREAM OF PROJECT, SEE DETAILS 4/C302, 5/C302 AND 6/C302 OR APPROVED EQUIVALENT. TYPICAL. INLET EROSION CONTROL SHALL BE PLACED IN ALL DRAINS SCHEDULED TO REMAIN FOR THE DURATION OF THE PROJECT

INSTALL PERIMETER EROSION CONTROL AT DOWNSTREAM EDGE OF CONSTRUCTION ACTIVITIES, SEE DETAILS 1/C302 AND 2/C302, TYPICAL

Provide a legend

hard to read with te

TRUE NORTH PLAN NORTH

1 C301 SWPPP SITE LAYOUT

0 20' 40' 60'

1"=20'

BKV GROUP
Architecture
Interior Design
Landscape Architecture
Engineering

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BLAINE, MN 55434
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PROJECT TITLE

AEON - CREST II

ISSUE #	DATE	DESCRIPTION
	02/17/2021	SD REVIEW SET
	05/11/2021	SITE PLAN REVIEW

NOT FOR CONSTRUCTION

CERTIFICATION

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

Rhonda S. Pierce

41333
License Number Date

DRAWN BY	DPM
CHECKED BY	RSP
PPA COMMISSION NO.	20-046

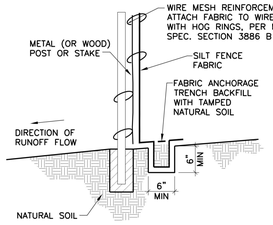
SHEET TITLE

SWPPP SITE LAYOUT

SHEET NUMBER

C301

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NOTE: SILT FENCE SHALL FOLLOW MNDOT SPEC. SECTION 3886.

FIGURE 1 TYPICAL INSTALLATION FOR SILT FENCE

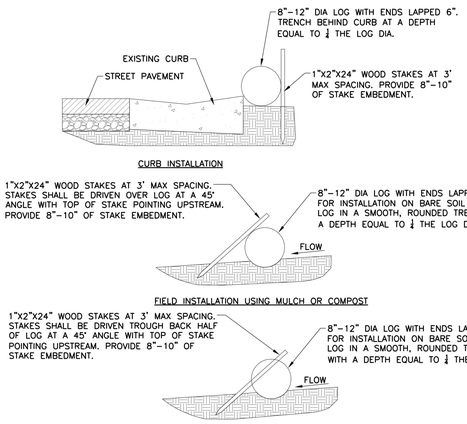
DESIGN RECOMMENDATIONS

1. SILT FENCES SHOULD BE INSTALLED ON THE CONTOUR (AS OPPOSED TO UP AND DOWN A HILL) AND CONSTRUCTED SO THAT FLOW CANNOT BYPASS THE ENDS.
2. ENSURE THAT THE DRAINAGE AREA IS NO GREATER THAN 1/4 ACRE PER 100 FT OF FENCE.
3. MAKE THE FENCE STABLE FOR THE 10-YEAR PEAK STORM RUNOFF.
4. WHERE ALL RUNOFF IS TO BE STORED BEHIND THE SILT FENCE, ENSURE THAT THE MAXIMUM SLOPE LENGTH BEHIND THE FENCE DOES NOT EXCEED THE SPECIFICATIONS SHOWN IN TABLE 1.

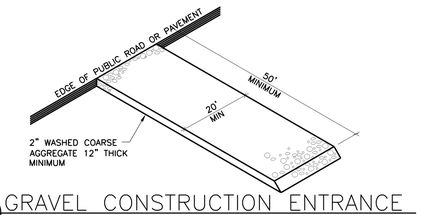
TABLE 1 MAXIMUM SLOPE LENGTH AND SLOPE FOR WHICH SILT FENCE IS APPLICABLE

		BY CALCULATION	BY CALCULATION	BY ACCEPTED DESIGN PRACTICES
SLOPE H:V	PERCENT	SILT FENCE STORAGE EQUALS 2 FT FOR A 100-YEAR EVENT	SILT FENCE STORAGE EQUALS 2 FT FOR A 2-YEAR EVENT OR 3 FT FOR A 100-YEAR EVENT	MAXIMUM SLOPE LENGTH
100:1	1%	400 FT	900 FT	100 FT
50:1	2%	200 FT	450 FT	75 FT
25:1	4%	100 FT	225 FT	75 FT
20:1	5%	80 FT	180 FT	75-50 FT
17:1	6%	67 FT	150 FT	50 FT
12.5:1	8%	50 FT	112 FT	50 FT
10:1	10%	40 FT	90 FT	50-25 FT
5:1	20%	20 FT	45 FT	25-15 FT
4:1	25%	16 FT	36 FT	15 FT
3:1	33%	12 FT	27 FT	15 FT
2:1	50%	8 FT	18 FT	15 FT

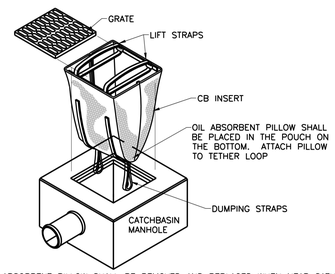
1 C302 HEAVY DUTY SILT FENCE DETAIL
NO SCALE



2 C302 SEDIMENT CONTROL FILTER LOG
NO SCALE

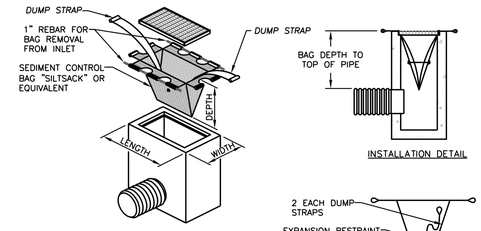


3 C302 GRAVEL CONSTRUCTION ENTRANCE
NO SCALE



1. OIL ABSORBENT PILLOW SHALL BE REMOVED AND REPLACED WHEN NEAR SATURATION.
2. USE DANDY® BAG II AS MANUFACTURED BY DANDY® PRODUCTS, INC.
3. AN EQUIVALENT CATCHBASIN EROSION CONTROL INSERT METHOD OR PRODUCT MAY BE USED WITH PRIOR APPROVAL FROM ENGINEER.

4 C302 CB INSERT EROSION CONTROL
NO SCALE



CB STYLE	LENGTH	WIDTH	DEPTH
TYPE 1 CB	24"	20"	VARIES
TYPE 1 CCI	29.5"	24"	VARIES
USA G2	32.5"	27.5"	VARIES

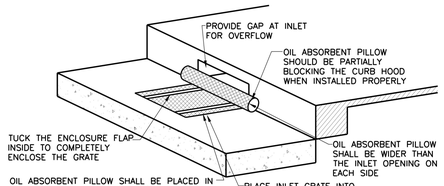
INLET SEDIMENT CONTROL DEVICE - SILT SACK

NOTES:

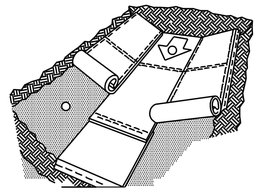
1. THE DIMENSION CHART ABOVE IS FOR STANDARD CATCH BASINS AND INLETS ONLY. THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING THE CORRECT SIZE DEVICE FOR EACH INLET.
2. FOR NON-STANDARD CATCH BASINS AND INLETS, THE CONTRACTOR SHALL MEASURE DIMENSIONS IN THE FIELD AND ORDER THE APPROPRIATE SIZE(S).
3. THE INLET SEDIMENT CONTROL DEVICE SHALL BE OF HIGH FLOW DESIGN (200 GAL/MIN/FT), AS PER THE MANUFACTURER'S SPECS.
4. THE SEDIMENT CONTROL DEVICE SHALL BE INSPECTED DAILY BY THE CONTRACTOR AND MAINTAINED A MINIMUM ONCE PER MONTH OR WITHIN THE 48 HOURS FOLLOWING A STORM EVENT. FILTER SHALL BE CLEANED IN A MANNER WHICH ENSURES THAT ALL SEDIMENT REMAINS ON SITE.
5. SUBSTITUTION OF A SHEET OF FILTER FABRIC PLACED OVER THE OPENING OF THE INLET IS NOT APPROVED.
6. RECESSED CURB INLET CATCH BASINS MUST BE BLOCKED WHEN USING FILTER FABRIC INLET SACKS, SIZE OF FILTER INLET SACK TO BE DETERMINED BY MANUFACTURER.
7. THE FILTER SHALL BE REPLACED OR CLEANED WHEN THE BAG BECOMES HALF FULL.

5 C302 SILT SACK
NO SCALE

1. OIL ABSORBENT PILLOW SHALL BE REMOVED AND REPLACED WHEN NEAR SATURATION.
2. PROVIDE BEAVER DAM AS MANUFACTURED BY DANDY PRODUCTS, INC.
3. AN EQUIVALENT CURB INLET EROSION CONTROL METHOD OR PRODUCT MAY BE USED WITH APPROVAL FROM ENGINEER.

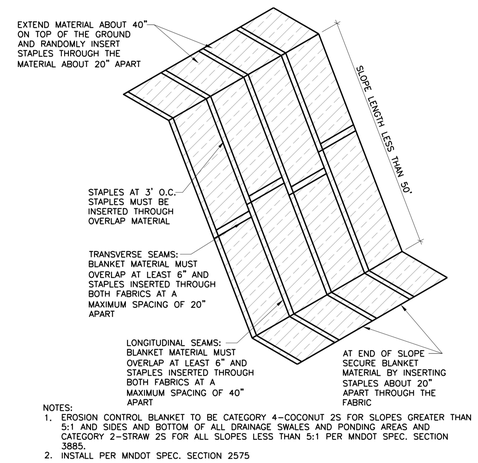


6 C302 CATCHBASIN CURB BOX INLET EROSION CONTROL
NO SCALE



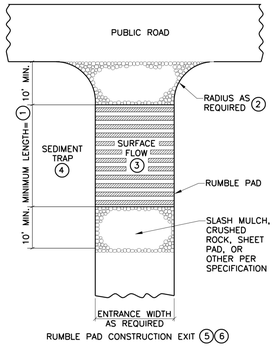
1. BEFORE INSTALLATION APPLY TOPSOIL, FERTILIZER AND SEED TO SURFACE.
2. BEGIN AT THE TOP OF THE CHANNEL, INSTALL MATS BY ANCHORING IN A 6" DEEP BY 6" WIDE TRENCH WITH APPROXIMATELY 12" OF MAT EXTENDED BEYOND THE UP-SLOPE PORTION OF THE TRENCH. ANCHOR WITH A ROW OF STAPLES APPROXIMATELY 12" APART IN THE BOTTOM OF THE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING. APPLY SEED TO COMPACTED SOIL AND FOLD REMAINING 12" PORTION OF MAT BACK OVER SEED AND SOIL. SECURE MATS WITH A WITH A ROW OF STAPLES SPACED APPROXIMATELY 12" APART ACROSS THE WIDTH OF THE MATS.
3. ROLL CENTER MATS IN DIRECTION OF WATER FLOW IN BOTTOM OF CHANNEL.
4. PLACE CONSECUTIVE AND ADJACENT MATS END OVER END (SHINGLE STYLE) WITH A MINIMUM 6" OVERLAP. USE A DOUBLE ROW OF STAPLES STAGGERED 4" APART AND 4" ON CENTER TO SECURE OVERLAPPED MATS.
5. FULL LENGTH EDGE OF MATS AT TOP OF SIDE SLOPES MUST BE ANCHORED WITH A ROW OF STAPLES APPROXIMATELY 12" APART IN A 6" DEEP BY 6" WIDE TRENCH.
6. THE TERMINAL END OF MATS MUST BE ANCHORED WITH A ROW OF STAPLES APPROXIMATELY 12" APART IN A 6" DEEP BY 6" WIDE TRENCH.
7. BACKFILL AND SEED AFTER STAPLING.
8. FOLLOW MANUFACTURER'S RECOMMENDATIONS FOR PROPER INSTALLATION.

7 C302 EROSION STABILIZATION MATS
NO SCALE



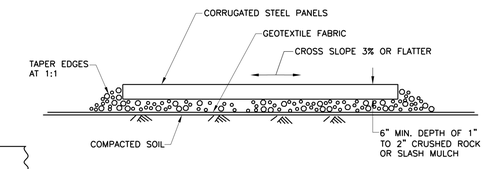
NOTES:
1. EROSION CONTROL BLANKET TO BE CATEGORY 4-COCONUT 2S FOR SLOPES GREATER THAN 5:1 AND SIDES AND BOTTOM OF ALL DRAINAGE SWALES AND PONDING AREAS AND CATEGORY 2-STRAW 2S FOR ALL SLOPES LESS THAN 5:1 PER MNDOT SPEC. SECTION 3885.
2. INSTALL PER MNDOT SPEC. SECTION 2575

8 C302 EROSION CONTROL BLANKET
NO SCALE



RUMBLE PAD CONSTRUCTION EXIT 5 6

9 C302 RUMBLE PAD CONSTRUCTION EXIT
NO SCALE



NOTES:

1. MINIMUM LENGTH OF RUMBLE PAD SHALL BE 20 FEET, OR AS REQUIRED TO REMOVE SEDIMENT FROM TIRES. IF SIGNIFICANT SEDIMENT IS TRACKED FROM THE SITE, THE RUMBLE PAD SHALL BE LENGTHENED OR THE DESIGN MODIFIED TO PROVIDE ADDITIONAL VIBRATION. WASH-OFF LENGTH SHALL BE AS REQUIRED TO EFFECTIVELY REMOVE CONSTRUCTION SEDIMENT FROM VEHICLE TIRES.
2. PROVIDE RADIUS OR WIDEN PAD SUFFICIENTLY TO PREVENT VEHICLE TIRES FROM TRACKING OFF OF PAD WHEN LEAVING SITE.
3. IF RUNOFF FROM DISTURBED AREAS FLOWS TOWARD CONSTRUCTION EXITS, PREVENT RUNOFF FROM DRAINING DIRECTLY TO PUBLIC ROAD OVER CONSTRUCTION EXIT BY CROWNING THE EXIT OR SLOPING TO ONE SIDE. IF SURFACE GRADING IS INSUFFICIENT, PROVIDE OTHER MEANS OF INTERCEPTING RUNOFF.
4. IF RUNOFF FROM CONSTRUCTION EXITS WILL DRAIN OFF OF PROJECT SITE, PROVIDE SEDIMENT TRAP WITH STABILIZED OVERFLOW.
5. IF A TIRE WASH OFF IS REQUIRED THE CONSTRUCTION EXITS SHALL BE GRADED TO DRAIN THE WASH WATER TO A SEDIMENT TRAP.
6. MAINTENANCE OF CONSTRUCTION EXITS SHALL OCCUR WHEN THE EFFECTIVENESS OF SEDIMENT REMOVAL HAS BEEN REDUCED. MAINTENANCE SHALL CONSIST OF REMOVING SEDIMENT AND CLEANING THE MATERIALS OR PLACING ADDITIONAL MATERIAL (SLASH MULCH OR CRUSHED ROCK) OVER SEDIMENT FILLED MATERIAL TO RESTORE EFFECTIVENESS.

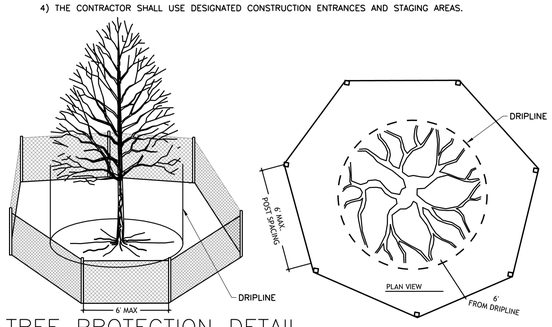
TREE PROTECTION NOTES:

1) ALL TREE PROTECTION FENCING AND EROSION CONTROL FENCING SHALL BE INSTALLED ACCORDING TO THE PLANS PRIOR TO ANY DEMOLITION. AFTER DEMOLITION OR AS NECESSARY, TREE PROTECTION FENCING MAY BE RELOCATED WITH APPROVAL FROM THE LANDSCAPE ARCHITECT. ALL TREE PROTECTION FENCING AND EROSION CONTROL DEVICES SHALL BE MAINTAINED FOR THE DURATION OF THE CONSTRUCTION PERIOD.

2) CONTRACTOR SHALL NOT STORE ANY MATERIALS OR PARK ANY VEHICLES IN TREE PROTECTION ZONES. THE FENCE SHALL PREVENT TRAFFIC MOVEMENT AND THE PLACEMENT OF TEMPORARY FACILITIES, EQUIPMENT, STOCKPILES AND SUPPLIES FROM HARMING VEGETATION WITHIN THE LIMITS OF PROTECTION.

3) THE CONTRACTOR SHALL CLEANLY CUT ALL ROOTS EXPOSED BY GRADING AS DIRECTED BY THE LANDSCAPE ARCHITECT.

4) THE CONTRACTOR SHALL USE DESIGNATED CONSTRUCTION ENTRANCES AND STAGING AREAS.



10 C302 TREE PROTECTION DETAIL
NO SCALE

BKV GROUP
Architecture
Interior Design
Landscape Architecture
Engineering

222 North Second Street
Long & Kees Bldg
Suite 101
Minneapolis, MN
55401
612.339.3752

www.bkvgroup.com

CONSULTANTS

PIERCE PINI & ASSOCIATES
9298 CENTRAL AVENUE NE, SUITE 312
BLAINE, MN 55434
TEL 763.537.1311

PROJECT TITLE

AEON - CREST II

ISSUE #	DATE	DESCRIPTION
	02/17/2021	SD REVIEW SET
	05/11/2021	SITE PLAN REVIEW

NOT FOR CONSTRUCTION

CERTIFICATION

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

Rhonda S. Pierce

41333

License Number Date

DRAWN BY	DPM
CHECKED BY	RSP
PPA COMMISSION NO.	20-046

SHEET TITLE

SWPPP - DETAILS

SHEET NUMBER

C302

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Provide fence or g

Provide retaining v

Show spot e

How does th

What is the

Provide retaining v

Mitigation area needs to

provide side

*Provide flood plain mitagation cacluations

Missing contours

Where is the

Where is the

Verify slopes for ADA

Verify island cross slo

*Clean up points/text conflicts

NEW RETAINING WALL

AEON CREST II
FIRST FFE=849.00

FLOODPLAIN MITIGATION AREA – REMOVE SOIL TO REPLACE AREAS OF FLOODPLAIN FILL. EXACT VOLUME TO BE DETERMINED

RAISE EXISTING SANITARY SEWER MANHOLE SO RIM IS FLUSH WITH GRADE
EXISTING RIM=843.89
INV=837.99 (E)
INV=837.61 (N)
NEW RIM=844.7

2 RISERS @ 6.00" EACH

MAX 2.00% FIVE FEET FROM EGRESS, TYPICAL AT ALL LOCATIONS

FUTURE PROOF OF PARKING

STM CB RIM=846.7

STM CB RIM=844.3

STM CB RIM=845.0

STM CB RIM=846.0

STM CB RIM=845.15

STM CB RIM=843.7

STM CB RIM=843.5

STM CB RIM=845.0

STM CB RIM=843.5

N85°30'00"W 492.72

WETLAND DELINEATED BY MFRA, INC LOCATED ON 7/10/12

STORM SEWER, SANITARY SEWER, AND WATER MAIN EASEMENT PER DOC. NO. 1000599

WATER MAIN EASEMENT PER DOC. NO. 1011235

END OF CONCRETE WALL LIES 3.3 FT SOUTH OF PROPERTY LINE

ELECTRICAL EASEMENT PER DOC. NO. 1011148

INGRESS & EGRESS ESMT PER DOC. NO. 1098796

INGRESS & EGRESS ESMT PER DOC. NO. 1420165

MAINTENANCE ESMT PER DOC. NO. 1723631

SHINGLE CREEK PARKWAY

BROOKLYN CENTER

R.L.S. NO. 13500

TRUE NORTH PLAN NORTH

1 C400 GRADING AND DRAINAGE PLAN

0 20' 40' 60'

1"=20'

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SHEET TITLE

GRADING AND DRAINAGE PLAN

SHEET NUMBER

C400

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Need to include all co

Starting NWL of 839.8

Remove Pipe?

Conflict between sto

Show small utility locations/connec

Remove Pipe?
What is pipe tying into?

Show extents of road pavement removal and side walk
Remove and replace to lane line
Protect existing utilites

Verify existing pipe h

How does sy

* Obtain temporary construction easement for wet tap on adjacent property

This watermain is considered private owned by t

Where are you insta

System does no

AEON CREST II
FIRST FFE=849.00

FLOOD ZONE AE

FLOOD ZONE X
(OTHER FLOOD AREAS)

FLOOD ZONE X

WETLAND DELINEATED BY MFRA, INC
LOCATED ON 7/10/12

STORM SEWER, SANITARY SEWER, AND WATER MAIN EASEMENT PER DOC. NO. 1000599

WATER MAIN EASEMENT PER DOC. NO. 1071235

END OF CONCRETE WALL LIES 3.3 FT SOUTHERLY OF PROPERTY LINE

ELECTRICAL EASEMENT PER DOC. NO. 1021148

FUTURE PROOF OF PARKING

SHINGLE CREEK PARKWAY

S89°52'08"E 531.66

S2°13'27"W 249.00

N0°00'00"W 492.72

COORDINATE EXACT SIZE, LOCATION AND INVERT WITH MECHANICAL INV=841.29

165 LF 8" PVC SAN @ 2.00%

COORDINATE EXACT SIZE, LOCATION AND INVERT WITH MECHANICAL INV=844.52

STM CB 5 RIM=846.7 INV=843.18

67 LF 12" RCP STM @ 2.00%

16 LF 15" RCP STM @ 2.00%

58 LF 15" RCP STM @ 2.00%

STM CB 6 RIM=845.0 INV=842.02

STM CB 7 RIM=844.7 INV=841.70

CONNECT TO EXISTING SANITARY SEWER MANHOLE RIM=844.7 INV=837.99 (W) INV=837.61 (E,N) CONTRACTOR MUST VERIFY EXISTING INVERTS ON SURVEY

STM CB 4 RIM=843.8 INV=840.65

28 LF 12" RCP STM @ 0.50%

33 LF 15" RCP STM @ 0.50%

STM CB 2 RIM=843.5 INV=840.68

STM CB 1 RIM=843.5 INV=841.00

63 LF 12" RCP STM @ 0.50%

5'X10.5' BIOCLEAN WATER POLISHER FILTRATION VAULT 8" INLET INV = 839.00 12" OUTLET INV = 838.72

15 LF 12" RCP STM @ 1.00%

STM MH 15 RIM=844.5 INV=840.38 (S) INV=838.57 (E,W)

45 LF 18" RCP STM @ 0.50%

STM MH 8 RIM=845.5 INV=841.47 SUMP=837.47

INV = 841.37

21 LF 18" RCP STM @ 0.50%

INV = 840.27

STM MH 3 RIM=844.0 INV=840.51 SUMP=836.51

48 LF 15" RCP STM @ 0.50%

STM MH 14 RIM=844.7 INV=839.16

34 LF 8" PVC STM @ 1.00%

8 LF 8" PVC STM @ 2.00%

INV = 839.50

INV = 841.10

57 LF 24" RCP STM @ 1.00%

36 LF 24" RCP STM @ 2.00%

CONNECT TO EXISTING 72" RCP CITY STORM SEWER
72" INV = 834.75
24" INV = 838.00

COORDINATE EXACT SIZE, LOCATION AND INVERT WITH MECHANICAL INV=844.47

60 LF 6" DIP FIRE WATER SERVICE, COORDINATE EXACT SIZE AND LOCATION WITH FIRE PROTECTION CONTRACTOR. 6" WET TAP TO EXISTING 8" WATERMAIN. MAINTAIN MINIMUM 8' COVER ON EXTERIOR PIPE. COORDINATE WITH STRUCTURAL FOR STEPPED FOOTINGS IN THIS AREA

42 LF 12" RCP STM @ 1.75%

STM MH 9 RIM=847.0 INV=843.74

45 LF 12" RCP STM @ 1.75%

STM CB 10 RIM=846.5 INV=842.95

62 LF 15" RCP STM @ 1.75%

STM CB 12 RIM=845.0 INV=842.00

27 LF 12" RCP STM @ 0.50%

STM MH 11 RIM=845.6 INV=841.86 SUMP=837.86

INV = 841.76

10 LF 18" RCP STM @ 1.00%

60 LF 4" DIP DOMESTIC WATER SERVICE, COORDINATE EXACT LOCATION, SIZE AND DEPTH WITH MECHANICAL. 4" WET TAP TO EXISTING 8" WATERMAIN. MAINTAIN MINIMUM 8' COVER OVER EXTERIOR PIPE. COORDINATE WITH STRUCTURAL FOR STEPPED FOOTINGS IN THIS AREA

INSTALL 6" GATE VALVE ON 6" FIRE WATER SERVICE AND 4" GATE VALVE ON 4" DOMESTIC WATER SERVICE. COORDINATE EXACT LOCATION AND DEPTH OF CITY WATERMAIN PRIOR TO STARTING CONSTRUCTION

4 LF 12" RCP STM @ 2.50%

STM CB 13 RIM=845.0 INV=842.00 SUMP=838.00

UNDERGROUND STORMWATER MANAGEMENT SYSTEM CONSISTS OF 2540 LF OF 48" DUROMAXX PIPE STORAGE=31,919 CF 100 YR HWL=842.37 TOP OF PIPE=843.50 INV OF PIPE=839.50

INGRESS & EGRESS ESMT PER DOC. NO. 1429165

INGRESS & EGRESS ESMT PER DOC. NO. 1098796

MAINTENANCE ESMT PER DOC. NO. 1729323

260.00

200.00

150.00

85.00

R=188.74 Δ=5°00'48"

TRUE NORTH PLAN NORTH

1 C500 UTILITY PLAN

0 20' 40' 60'

1"=20'

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PROJECT TITLE
AEON - CREST II

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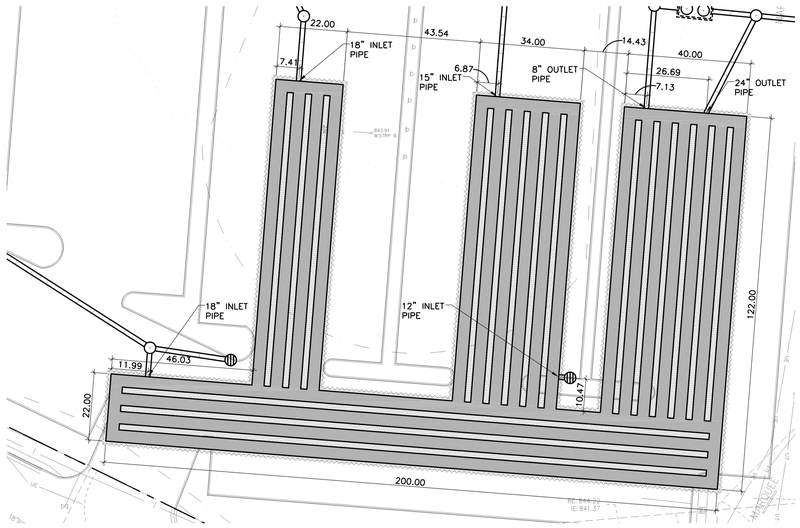
Rhonda S. Pierce
41333
License Number Date

DRAWN BY	DPM
CHECKED BY	RSP
PPA COMMISSION NO.	20-046

SHEET TITLE
UTILITY PLAN

SHEET NUMBER
C500

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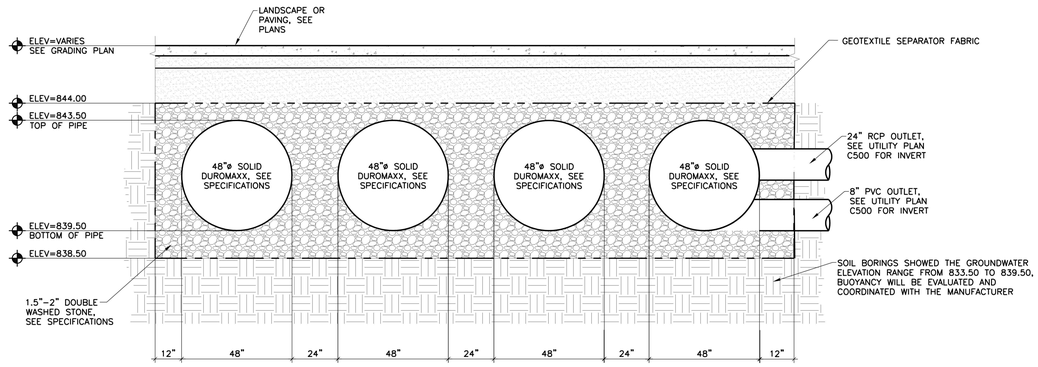
TRUE NORTH PLAN NORTH

1 C550 STORMWATER SYSTEM PLAN VIEW

1"=20'

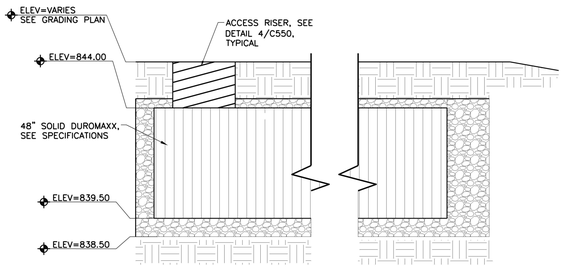
0 20' 40' 60'

Verify grades for minimum cover.



2 C550 STORMWATER SYSTEM CROSS-SECTION

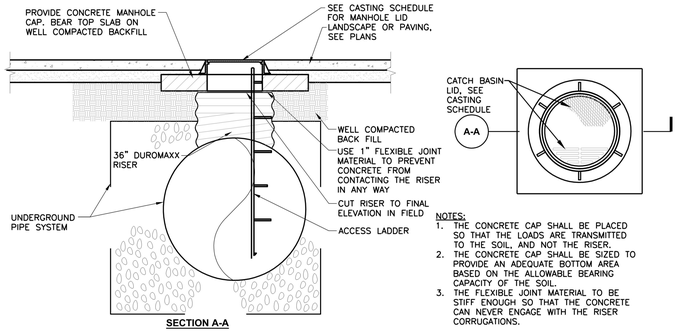
NO SCALE



3 C550 STORMWATER SYSTEM PIPE CROSS-SECTION

NOTE: RISERS, INLET AND OUTLET PIPES ARE SHOWN IN PROFILE VIEW FOR REFERENCE ONLY. SEE PLAN VIEW FOR ACTUAL LOCATIONS AND NUMBER OF RISERS AND PIPES.

NO SCALE



NOTES:
1. THE CONCRETE CAP SHALL BE PLACED SO THAT THE LOADS ARE TRANSMITTED TO THE SOIL, AND NOT THE RISER.
2. THE CONCRETE CAP SHALL BE SIZED TO PROVIDE AN ADEQUATE BOTTOM AREA BASED ON THE ALLOWABLE BEARING CAPACITY OF THE SOIL.
3. THE FLEXIBLE JOINT MATERIAL TO BE STIFF ENOUGH SO THAT THE CONCRETE CAN NEVER ENGAGE WITH THE RISER CORRUGATIONS.

4 C550 RISER DETAIL

NO SCALE

*Provide O&M Manual for stormwater system, Preserver & BioClean filter
*Utilities Facilities agreement required

Verify how this works with the

Where is this being use

Provide veri

SITE SPECIFIC DATA*			
PROJECT NUMBER			
PROJECT NAME			
PROJECT LOCATION			
STRUCTURE ID			
WATER QUALITY FLOW RATE (CFS)			
PEAK FLOW RATE (CFS)			
PEAK STORM DURATION (YEARS)			
PIPE DATA	I.E.	MATERIAL	DIAMETER
INLET PIPE 1			
OUTLET PIPE 1			
RIM ELEVATION			
SURFACE LOADING REQUIREMENT			
FRAME AND COVER			ø30"
CORROSIVE SOIL CONDITIONS			
KNOWN GROUNDWATER ELEVATION			
NOTES:			
*PER ENGINEER OF RECORD			

WP PERFORMANCE DATA	
TREATMENT FLOW RATE (CFS)	0.60
MEDIA SURFACE AREA (SF)	25
LOADING RATE (GPM/SF)	-
SEDIMENT STORAGE CAPACITY (CF)	90.50

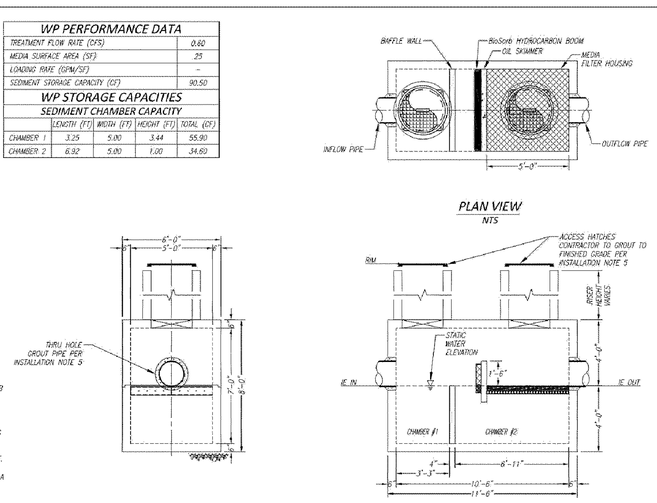
WP STORAGE CAPACITIES				
SEDIMENT CHAMBER CAPACITY				
	LENGTH (FT)	WIDTH (FT)	HEIGHT (FT)	TOTAL (CF)
CHAMBER 1	3.25	5.00	3.44	55.90
CHAMBER 2	6.32	5.00	1.00	34.60

GENERAL NOTES

1. BIO CLEAN TO PROVIDE ALL MATERIALS UNLESS OTHERWISE NOTED.
2. ALL DIMENSIONS, ELEVATIONS, SPECIFICATIONS, AND CAPACITIES ARE SUBJECT TO CHANGE. FOR PROJECT SPECIFIC DRAWINGS DETAILING EXACT DIMENSIONS, WEIGHTS, AND ACCESSORIES PLEASE CONTACT BIO CLEAN.

INSTALLATION NOTES

1. CONTRACTOR TO PROVIDE ALL LABOR, EQUIPMENT, MATERIALS, AND INCIDENTALS REQUIRED TO OFFLOAD AND INSTALL THE NSBB UNIT AND APPURTENANCES IN ACCORDANCE WITH THIS DRAWING AND THE MANUFACTURER'S SPECIFICATIONS, UNLESS OTHERWISE STATED IN MANUFACTURER'S CONTRACT.
2. MANUFACTURER RECOMMENDS A 6"-12" LEVEL ROCK BASE UNLESS SPECIFIED BY THE PROJECT ENGINEER. CONTRACTOR IS RESPONSIBLE TO VERIFY PROJECT ENGINEERS RECOMMENDED BASE SPECIFICATIONS.
3. ALL PIPES MUST BE FLUSH WITH INSIDE SURFACE OF CONCRETE. (PIPES CANNOT INTRUDE BEYOND FLUSH).
4. ALL GAPS AROUND PIPES SHALL BE SEALED WATER TIGHT WITH A NON-SHRINK GROUT PER MANUFACTURERS STANDARD CONNECTION DETAIL AND SHALL MEET OR EXCEED REGIONAL PIPE CONNECTION STANDARDS.
5. CONTRACTOR RESPONSIBLE FOR INSTALLATION OF ALL RISERS, MANHOLES, AND HATCHES. ALL COVERS SHALL BE SHIFTED LOOSE. CONTRACTOR TO GROUT ALL MANHOLES AND HATCHES TO MATCH FINISHED SURFACE UNLESS SPECIFIED OTHERWISE.



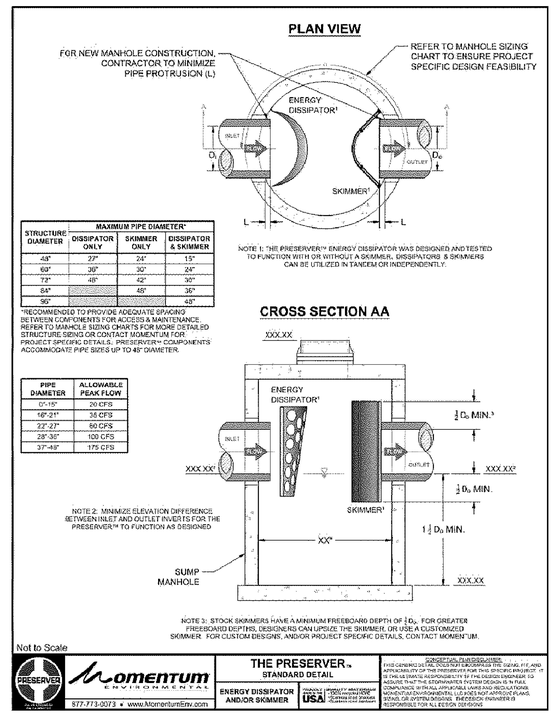
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BIO CLEAN ENVIRONMENTAL SERVICES, INC.
bioclean@environmental.com
P: 760.433.7640 F: 760.433.3176

WP-5-10.5
WATER POLISHER-UP FLOW MEDIA FILTER
STANDARD DETAIL

5 C550 BIOCLEAN WATER POLISHER MEDIA FILTER

NO SCALE



STRUCTURE DIAMETER	MAXIMUM PIPE DIAMETER* DISSIPATOR ONLY	SKIMMER ONLY	DISSIPATOR & SKIMMER
48"	27"	24"	15"
60"	30"	30"	24"
72"	48"	42"	30"
84"		48"	36"
96"			48"

*RECOMMENDED TO PROVIDE ADEQUATE SPACING BETWEEN COMPONENTS FOR ACCESS & MAINTENANCE. REFER TO MANHOLE SIZING CHARTS FOR MORE DETAILED STRUCTURE SIZING OR CONTACT MOMENTUM FOR PROJECT SPECIFIC DETAILS. PRESERVER™ COMPONENTS ACCOMMODATE PIPE SIZES UP TO 45° DIAMETER.

PIPE DIAMETER	ALLOWABLE PEAK FLOW
0"-15"	20 CFS
16"-21"	35 CFS
22"-27"	60 CFS
28"-30"	100 CFS
31"-48"	175 CFS

Not to Scale

PRESERVER | Momentum Environmental | THE PRESERVER™ STANDARD DETAIL | ENERGY DISSIPATOR AND/OR SKIMMER | MADE IN THE USA | 877-773-0373 • www.MomentumEnv.com

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6 C550 THE PRESERVER DETAIL

NO SCALE

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Landscape Architecture
Engineering

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PPA COMMISSION NO.	20-046

SHEET TITLE
STORMWATER DETAILS

SHEET NUMBER
C550

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Add fence or guar

N85°30'00"W 492.72

NEW RETAINING WALL

PROPOSED BITUMINOUS TRAIL, SEE DETAIL 5/C700

BROOKLYN CENTER INDUSTRIAL PARK

S27°37'27"W 249.00

TREE #1

TREE #2

TREE #3

TREE #4

AEON CREST II
FIRST FFE=849.00

Trash Enclosure?

Provide Bike Racks

ADA curb ra

Provide sidewalk connecti

Show line w

FUTURE PROOF OF PARKING

PROPOSED ADA PARKING SYMBOL, SEE DETAIL 11/C700

PROPOSED ADA PARKING STALL SIGN, SEE DETAIL 13/C1700 (7 THUS), TYPICAL

PROPOSED ADA ACESS AISLE SIGN, SEE DETAIL 14/C700 (4 THUS), TYPICAL

PROPOSED ACCESS ASILE, SEE DETAIL 10/C700, TYPICAL

Add bump out peninsul

Is this all concrete? I

PROPOSED CONCRETE SIDEWALK, SEE DETAIL, TYPICAL 4/C700

PROPOSED BITUMINOUS PAVEMENT, SEE DETAIL 1/C700

9.00

8.00

28.00

108.00

24.00

24.00

24.00

24.01

23.00

R8.00

R35.00

25.00

R7.00

R4.00

R6.00

SHINGLE CREEK PARKWAY

Show restoration of

Verify island is wide enc

PROPOSED B612 CONCRETE CURB AND GUTTER, SEE DETAIL, TYPICAL

S63°58'E 531.66

NO 1545

R=1899.99

R=188.74 Δ=5°00'48"

Add more dimensions such as

*Provide turning templates and traffic movements for delivery trucks, bus and garbage trucks

Provide a legend

Is this being

TRUE NORTH

PLAN NORTH

1 C600 SITE LAYOUT AND PAVING PLAN

0 20' 40' 60'

1"=20'

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Interior Design
Landscape Architecture
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41333

License Number Date

DRAWN BY	DPM
CHECKED BY	RSP
PPA COMMISSION NO.	20-046

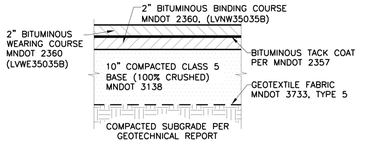
SHEET TITLE

SITE LAYOUT AND PAVING PLAN

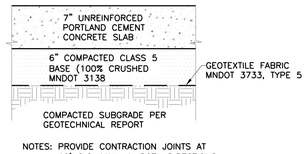
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C600

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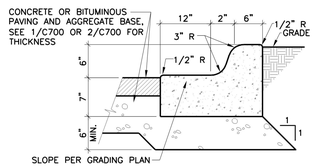


1 C700 BITUMINOUS PAVEMENT DETAIL
NO SCALE

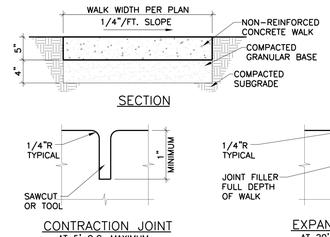


NOTES: PROVIDE CONTRACTION JOINTS AT 10' O.C. MAX. IN BOTH DIRECTIONS

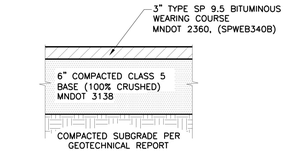
2 C700 CONCRETE PAVEMENT
NO SCALE



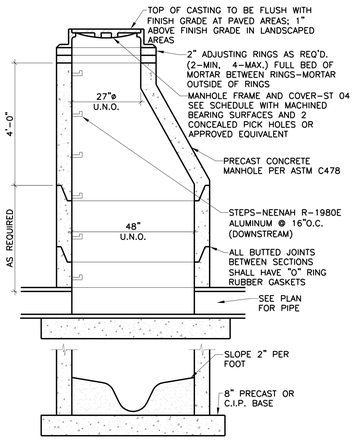
3 C700 CONCRETE CURB & GUTTER (B612)
NO SCALE



4 C700 CONCRETE WALK & JOINT DETAILS
NO SCALE



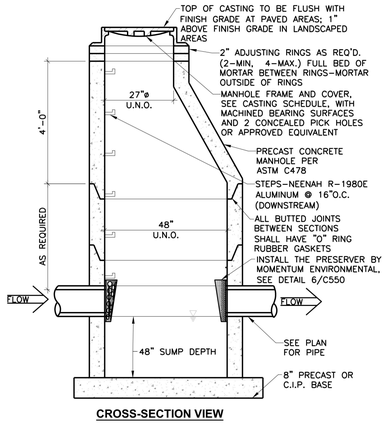
5 C700 BITUMINOUS TRAIL PAVEMENT DETAIL
NO SCALE



NOTES:

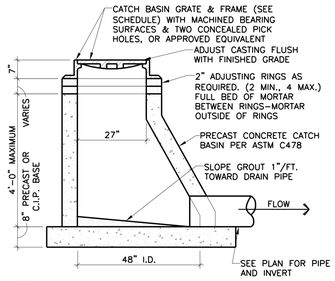
1. MANHOLES 8' OR DEEPER – THE PRECAST SECTION IMMEDIATELY BELOW THE CONCRETE SECTION SHALL BE 1'-0" HIGH.
2. PROVIDE STEPS IN MANHOLES OVER 4-0" IN DEPTH.
3. REINFORCING SHALL BE A MINIMUM OF A SINGLE LINE WIRE FABRIC HAVING AN AREA OF NOT LESS THAN 0.12 SQ. IN. PER FOOT OF HEIGHT.
4. PROVIDE SNAP-IN BOOT AT ALL SANITARY SEWER CONNECTIONS TO MANHOLES.
5. CONNECTIONS TO CATCH BASINS FOR WATERTIGHT CONNECTION PER PLUMBING CODE.

6 C700 STANDARD SEWER MANHOLE
NO SCALE



CROSS-SECTION VIEW

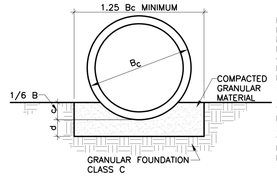
7 C700 MANHOLE WITH SUMP
NO SCALE



NOTE:

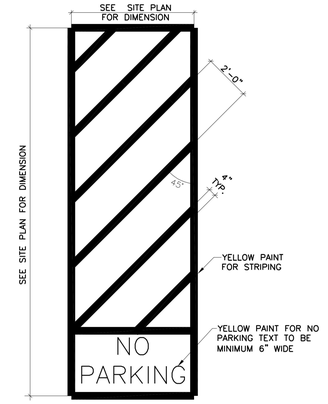
1. REINFORCING SHALL BE A MINIMUM OF A SINGLE LINE WIRE FABRIC HAVING AN AREA OF NOT LESS THAN 0.12 SQ. IN. PER FOOT OF HEIGHT.
2. ALL STORM SEWER PIPING RUNS SHALL USE RESILIENT RUBBER JOINTS AT PIPE CONNECTIONS TO CATCH BASINS FOR WATERTIGHT CONNECTION PER PLUMBING CODE.

8 C700 SHALLOW CATCH BASIN
NO SCALE

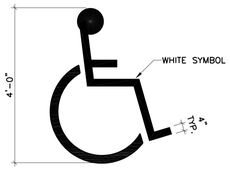


NOTE: THE PIPE IS BEDDED IN COMPACTED GRANULAR MATERIAL UP TO A HEIGHT EQUAL TO ONE SIXTH THE OUTSIDE DIAMETER OF THE PIPE. THE DEPTH OF THE BEDDING MATERIAL BELOW THE PIPE IS A MINIMUM OF 3" FOR 27" DIAMETER AND SMALLER PIPE, 6" FOR 66" DIAMETER AND LARGER PIPE, AND 4" FOR INTERMEDIATE SIZES. THE REMAINING EMBANKMENT MATERIAL IS LIGHTLY COMPACTED.

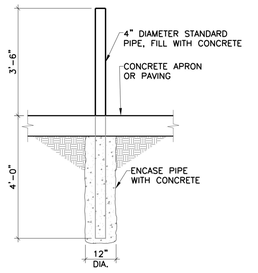
9 C700 CLASS C PIPE BEDDING
NO SCALE



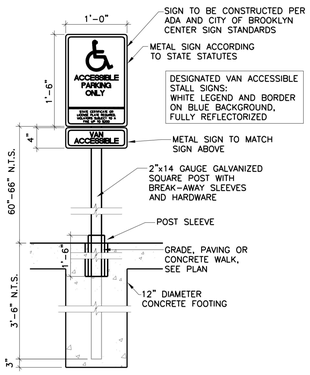
10 C700 ACCESS AISLE STRIPING
NO SCALE



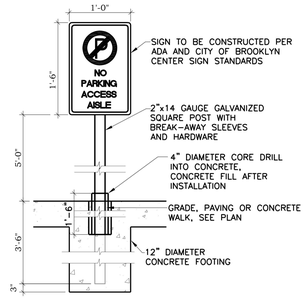
11 C700 HC PARKING SYMBOL
NO SCALE



12 C700 GUARD POST DETAIL
NO SCALE



13 C700 ACCESSIBLE PARKING SIGN DETAIL
NO SCALE



14 C700 ADA ACCESS AISLE SIGN
NO SCALE

STRUCTURE SCHEDULE		
CATCH BASIN/MANHOLE	GRATE TYPE (NEENAH)	REMARKS
2,4,5,6,7,10,12,13	R-3250-A	CURB INLET
1	R-2571-E	AREA DRAIN
3,8,9,11,14,15	R-1642-A	STORM MH

15 C700 STRUCTURE SCHEDULE
NO SCALE

BKV GROUP
Architecture
Interior Design
Landscape Architecture
Engineering

222 North Second Street
Long & Kees Bldg
Suite 101
Minneapolis, MN
55401
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www.bkvgroup.com

CONSULTANTS
PIERCE PINI & ASSOCIATES
9298 CENTRAL AVENUE NE, SUITE 312
BLAINE, MN 55434
TEL 763.537.1311

PROJECT TITLE

AEON - CREST II

ISSUE #	DATE	DESCRIPTION
	02/17/2021	SD REVIEW SET
	05/11/2021	SITE PLAN REVIEW

NOT FOR CONSTRUCTION

CERTIFICATION

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

Rhonda S. Pierce

41333
License Number Date

DRAWN BY	DPM
CHECKED BY	RSP
PPA COMMISSION NO.	20-046

SHEET TITLE

CIVIL DETAILS

SHEET NUMBER

C700

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ALLIANT

MEMORANDUM

DATE: May 18, 2021

TO: Leslie Roering, Aeon

FROM: Jordan Schwarze, PE, Alliant Engineering

SUBJECT: **The Crest Apartments Parking Study**

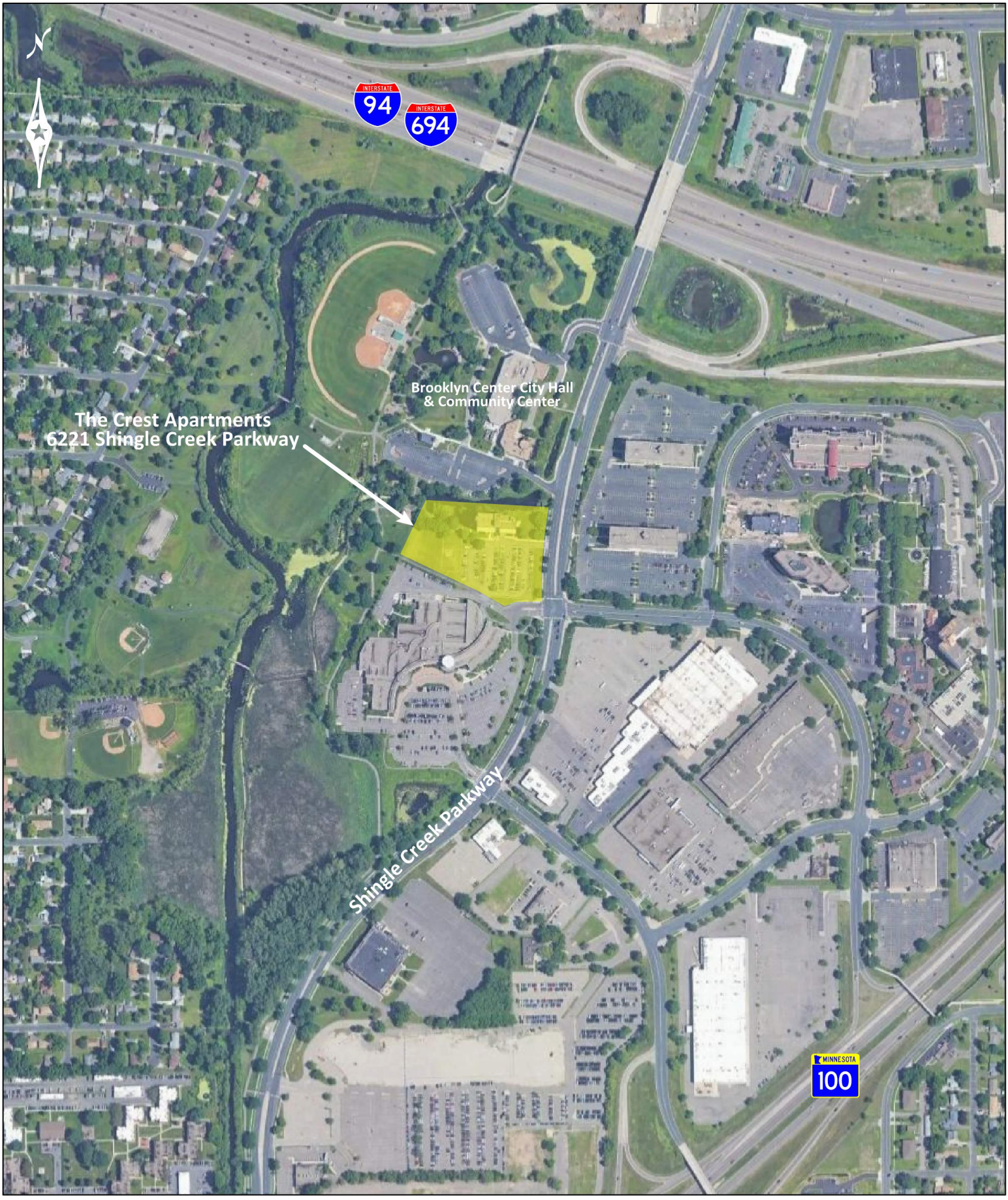
Introduction

Alliant Engineering, Inc. has completed a parking study for the proposed The Crest Apartments expansion project located at 6221 Shingle Creek Parkway in Brooklyn Center, MN (see **Figure 1: Project Location**). The Crest Apartments site is currently comprised of a 122-unit affordable housing apartment building and an accompanying surface parking lot providing approximately 134 stalls. The proposed expansion will include additional affordable housing apartment units and parking stalls, though concerns have been raised regarding the adequacy of the proposed parking supply. Therefore, the following evaluation was prepared to estimate the maximum daily parking demand under future conditions and compare it to the proposed parking supply to determine an anticipated parking surplus or deficit.

Study Purpose

The purpose of this study is to show that the proposed parking supply is sufficient to meet the parking demand of The Crest Apartments expansion proposal. The following goals have been established for this parking study:

- Document parking characteristics at The Crest Apartments site under existing conditions.
  - Determine a peak parking rate (vehicle/occupied unit) based on observed existing parking characteristics.
  - Compare the observed existing parking demand against parking demand estimates developed from rates presented in the *Institute of Transportation Engineers Parking Generation Manual, 5th Edition*.
- From the comparison of observed and estimated parking demand, determine an appropriate maximum daily parking demand estimate for the proposed expanded development site.
  - Compare the estimated maximum daily parking demand against the proposed parking supply to determine a parking surplus or deficit.



The Crest Apartments Parking Study

Figure 1
Project Location

ALLIANT

Existing Conditions

As of May 2021, The Crest Apartments site exhibits the characteristics documented in **Table 1**.

Table 1. The Crest Apartments – Existing Site Characteristics

Land Use [1]	Capacity	Occupancy
Apartment Building	122 Units	117 Units [2]
Surface Parking Lot	Approximately 134 Stalls	Variable

1. The Crest Apartments property is located at 6221 Shingle Creek Parkway in Brooklyn Center, MN
2. Apartment occupancy as of May 2021

Parking Observations

To document typical current parking demand at The Crest Apartments development site, parking occupancy data was collected on Thursday, May 6, 2021, and Saturday, May 8, 2021. Considering that residential parking demand peaks during the late evening/overnight/early morning hours, parking data was collected during the following timeframes:

- 5:00 AM – 8:00 AM
- 9:00 PM – 12:00 AM

The Crest Apartments existing parking counts, documented in **Table 2**, indicate that a peak parking demand of 98 vehicles was observed in both the early morning and late evening hours of Thursday, May 6, 2021. However, a slightly lower peak parking demand was observed on Saturday, May 8, 2021. Given an apartment occupancy of 117 units at the time of parking data collection, the observed peak parking demand of 98 vehicles equates to a peak parking rate of 0.84 vehicle/occupied unit. At this observed peak parking rate, a hypothetical maximum of 103 vehicles could be expected to utilize the existing surface parking lot under a scenario in which all 122 apartment units are occupied. Under this hypothetical full occupancy scenario, a parking surplus of approximately 30 stalls would be anticipated within the existing surface parking lot.

ITE Estimates

The observed peak parking demand at The Crest Apartments was also compared to peak parking demand estimates based on applicable rates presented in the *Institute of Transportation Engineers Parking Generation Manual, 5th Edition* (*ITE PGM*). The *ITE PGM* is an industry standard resource for estimating parking demand based on studies of numerous land uses. **Table 3** documents the *ITE PGM* based estimated peak parking demand for apartment occupancies of both 117 units and 122 units. Results of the *ITE PGM* based parking demand estimates indicate that The Crest Apartments would be expected to generate a peak parking demand of 91 vehicles at an apartment occupancy of 117 units or a hypothetical peak parking demand of 95 vehicles at a full apartment occupancy of 122 units. The *ITE PGM* based peak parking demand estimates equate to a peak parking rate of 0.78 vehicle/occupied unit. This rate is lower than the peak parking rate observed at The Crest Apartments (0.84 vehicle/occupied unit). Therefore, parking demand estimates for the proposed conditions will be based on the observed peak parking rate.

Table 2. The Crest Apartments – Existing Parking Observations

Observation Period [1]	Parked Vehicles	
	Weekday	Saturday
Early Morning		
5:00 - 5:15 AM	**98**	89
5:15 - 5:30 AM	97	89
5:30 - 5:45 AM	96	89
5:45 - 6:00 AM	95	91
6:00 - 6:15 AM	94	91
6:15 - 6:30 AM	93	90
6:30 - 6:45 AM	88	88
6:45 - 7:00 AM	86	87
7:00 - 7:15 AM	86	87
7:15 - 7:30 AM	83	87
7:30 - 7:45 AM	78	92
7:45 - 8:00 AM	77	90
Late Evening		
9:00 - 9:15 PM	86	82
9:15 - 9:30 PM	86	83
9:30 - 9:45 PM	86	78
9:45 - 10:00 PM	89	78
10:00 - 10:15 PM	90	84
10:15 - 10:30 PM	90	87
10:30 - 10:45 PM	90	87
10:45 - 11:00 PM	92	90
11:00 - 11:15 PM	94	93
11:15 - 11:30 PM	96	92
11:30 - 11:45 PM	**98**	93
11:45 PM - 12:00 AM	97	94

1. Parking observations completed Thursday, May 6, 2021, and Saturday, May 8, 2021

Peak observed parking rate: 98 vehicles / 117 occupied units = 0.84 vehicle / occupied unit

Table 3. The Crest Apartments – ITE Existing Parking Demand Estimates

Land Use (ITE Code)	Size (Occupied Dwelling Units)	Weekday Peak Parking Demand (Vehicles)	Saturday Peak Parking Demand (Vehicles)
Affordable Housing (223) [1]	117 [2]	91	77
	122 [3]	95	81

Source: Institute of Transportation Engineers Parking Generation Manual, 5th Edition

1. Parking Generation Assumptions: Income limits affordable housing in a general urban/suburban setting
2. Apartment occupancy as of May 2021
3. Apartment capacity

Peak ITE parking rate: 91 vehicles / 117 occupied units = 0.78 vehicle / occupied unit

Proposed Conditions

The currently proposed The Crest Apartments expansion project, shown in **Figure 2**, is expected to consist of the following:

- Modified existing affordable housing apartment building
  - Office space within the existing apartment building will be repurposed to include one additional apartment unit for a total of 123 units
- New 48-unit affordable housing apartment building
  - New 31-stall parking garage beneath the new apartment building
- Expanded 164-stall surface parking lot
  - New 14-stall surface "proof of parking" lot (if necessary)

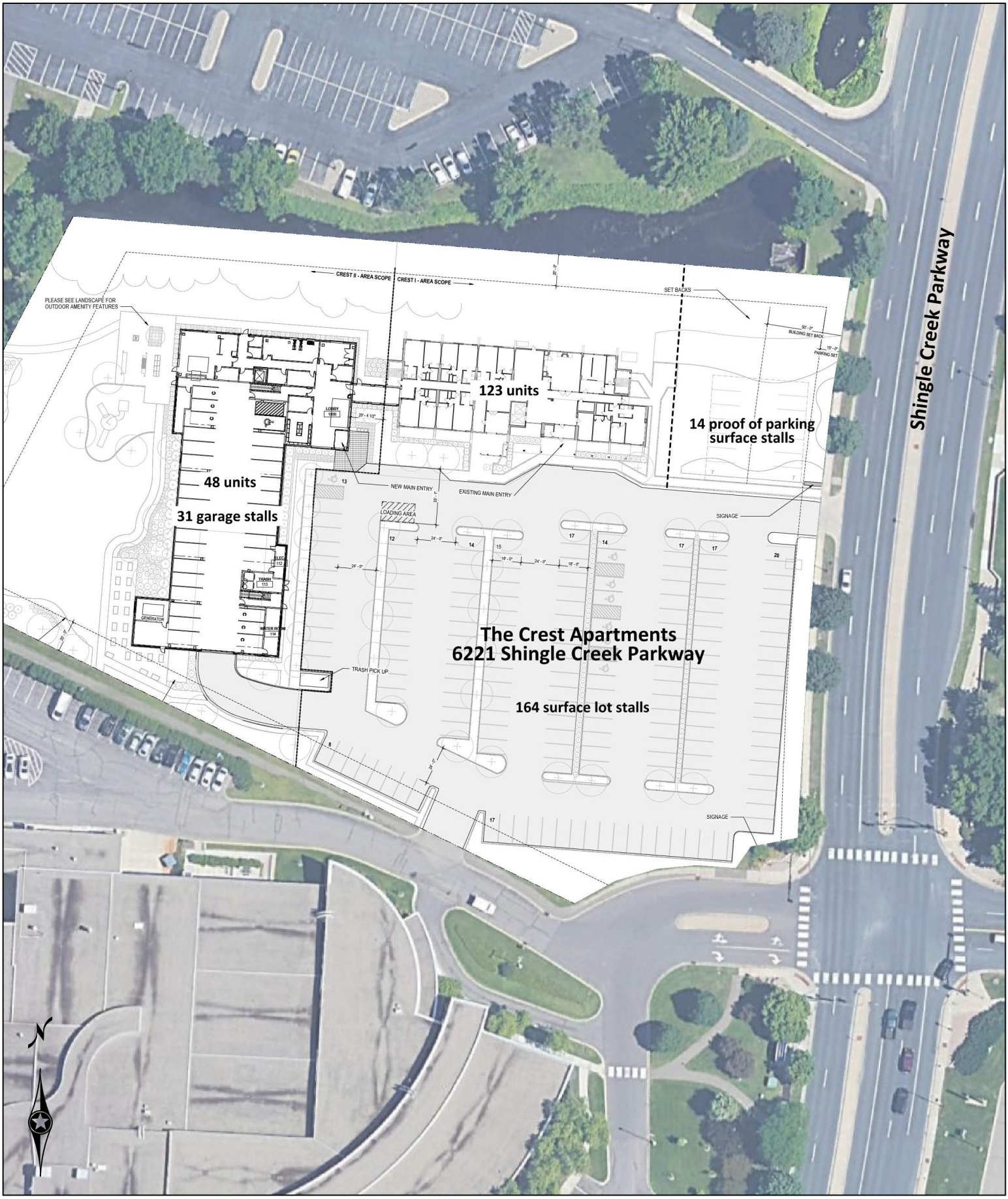
Hypothetical Peak Parking Demand

Utilizing the peak parking rate observed at The Crest Apartments (0.84 vehicle/occupied unit), hypothetical peak parking demand estimates were made for the proposed expanded development site. The parking demand estimates shown in **Table 4** indicate The Crest Apartments site could be expected to exhibit a hypothetical peak parking demand of 145 vehicles at a full apartment occupancy of 171 units under proposed conditions. With a total proposed parking supply of 195 stalls, a 50-stall (34.5 percent) parking surplus would be expected under the estimated hypothetical peak parking demand. Therefore, the proposed parking supply is expected to be adequate in accommodating parking demand generated by both the modified existing and new apartment buildings onsite. Consequently, no impacts to surrounding properties and/or roadways are anticipated. Furthermore, the 14-stall "proof of parking" lot is not expected to be necessary.

Table 4. The Crest Apartments – Proposed Conditions Parking Demand Estimates

Land Use	Size (Occupied Dwelling Units)	Peak Parking Demand (Vehicles)
Affordable Housing [1]	123 [2]	104
	48 [3]	41
Total Peak Parking Demand		**145**
Proposed Total Parking Stalls [4]		195
Parking Surplus/*Deficit*		**50**
Percent Parking Surplus/*Deficit*		**34.5%**

1. Peak parking rate based on existing parking observations = 0.84 vehicle / occupied unit
2. Modiefied existing apartment building capacity
3. New apartment building capacity
4. Proposed total parking stalls = 164 surface parking stalls + 31 garage parking stalls



The Crest Apartments Parking Study

Figure 2
Proposed Site Plan

ALLIANT

Summary and Conclusions

The following summary and conclusions are offered for consideration:

- Existing parking observations at The Crest Apartments documented a peak parking demand of 98 vehicles. Given an apartment occupancy of 117 units at the time of parking data collection, the observed peak parking demand of 98 vehicles equates to a peak parking rate of 0.84 vehicle/occupied unit.
    - At this observed peak parking rate, a hypothetical maximum of 103 vehicles could be expected to utilize the existing surface parking lot under a scenario in which all 122 apartment units are occupied. Under this hypothetical full occupancy scenario, a parking surplus of approximately 30 stalls would be anticipated within the existing surface parking lot.
- Parking demand estimates were also completed based on applicable rates presented in the *Institute of Transportation Engineers Parking Generation Manual, 5th Edition* (*ITE PGM*). The *ITE PGM* based parking demand estimates indicate that The Crest Apartments would be expected to generate a peak parking demand of 95 vehicles at a full apartment occupancy of 122 units. The *ITE PGM* based peak parking demand estimates equate to a peak parking rate of 0.78 vehicle/occupied unit. This rate is lower than the peak parking rate observed at The Crest Apartments (0.84 vehicle/occupied unit). Therefore, parking demand estimates for the proposed conditions were based on the observed peak parking rate.
- Upon completion of The Crest Apartments expansion project, the property is expected to consist of a total of 171 apartment units (123 in modified existing building + 48 new) and 195 parking stalls (164 surface + 31 garage).
- Utilizing the peak parking rate observed at The Crest Apartments (0.84 vehicle/occupied unit), hypothetical peak parking demand estimates were made for the proposed expanded development. At a full apartment occupancy of 171 units, The Crest Apartments development site could be expected to exhibit a hypothetical peak parking demand of 145 vehicles under proposed conditions. With a total proposed parking supply of 195 stalls, a 50-stall (34.5 percent) parking surplus would be expected under the estimated hypothetical peak parking demand.
    - Therefore, the proposed parking supply is expected to be adequate in accommodating parking demand generated by both the modified existing and new apartment buildings onsite. Consequently, no impacts to surrounding properties and/or roadways are anticipated. Furthermore, a 14-stall “proof of parking” lot is not expected to be necessary.

PIERCE PINI & ASSOCIATES, INC.
CONSULTING CIVIL ENGINEERS

STORMWATER CALCULATIONS

FOR

AEON CREST II APARTMENTS

Brooklyn Center, MN 55430

May 11, 2021

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.

Rhonda S. Pierce

Name: Rhonda S. Pierce	**Reg. No.**	**Date**
	41333	**05/11/2021**

9298 CENTRAL AVENUE NE, SUITE 312 • BLAINE, MN • 55434
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2. STORMWATER CALCULATIONS
    a. DRAINAGE AREA SUMMARY
    b. STORMWATER RATE SUMMARY
3. DRAINAGE MAPS
    a. EXISTING CONDITIONS
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4. HYDROCAD REPORTS
    a. EXISTING CONDITIONS
    b. PROPOSED CONDITIONS
5. GEOTECHNICAL REPORT

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Aeon Crest II Apartment
Stormwater Narrative
PPA Project #20-046

STORMWATER MANGEMENT NARRATIVE

Existing Conditions

The existing site is located along Shingle Creek. It has an apartment building, surface parking lot and trails currently on-site. A portion of the site is located in the flood plain. Currently no stormwater management exists on-site with all drainage going into the City storm sewer that flows into Shingle Creek. The approximate disturbed area (including future parking) is 146,051 SF with 60,473 SF of impervious area.

The existing soils on-site consist of sands, silty clays and organics. Groundwater was found in the borings between 833.50 and 839.50. Infiltration will not be used as the project does not meet the minimum 3' of separation between the bottom of the stormwater system and the groundwater elevation requirement.

Proposed Conditions

The proposed project consists of constructing a second apartment building to the West and reconstructing the parking lot. This will require a flood plain analysis to determine the extent that the floodplain will be modified. The floodplain calculations will be finalized going forward.

The proposed impervious area for the entire site is approximately 96,755 SF which is an increase of 36,282 SF. This number includes the area for future parking of 4,604 SF that is counted as impervious in the stormwater calculations.

Stormwater Management

The Local Governing Unit for stormwater is the Shingle Creek Watershed Management Commission and the City of Brooklyn Center. The city requirements match those of the watershed.

Shingle Creek Watershed Management Commission Requirements:

1. Rate Control – Runoff rates for the project site area shall not exceed existing rates for the 2-year, 10-year and 100-year storm events using Atlas 14 precipitation events.

2. Water Quality – 85% Total Suspended Solids Control (TSS) Removal and 60% Total Phosphorus (TP) Removal.

3. Water Quality Volume – 1.0" rain event runoff generated from impervious surface area.

4. The 100 High Water Elevation of the BMP must have at least two vertical feet of separation between low openings of structures

5. Drawdown Time – When using infiltration for volume reduction, runoff must be infiltrated within 48 hours using accepted BMPs for infiltration.

The proposed building and the reconstructed parking lot will be collected and sent to an underground stormwater storage system consisting of 48" Duromaxx pipe. This system then connects to a media filter vault that treats the water to remove 85% TSS and 70% P. The volume treated is equal to 1.3" over all disturbed impervious surfaces including the future parking area.

An external bypass is used to allow storms larger than the water quality volume to flow downstream without impacting the media filter vault. The outlet then connects to the 72" City storm sewer in Shingle Creek Parkway.

This system will reduce the existing rates from the 2-year, 10-year and 100-year storm events. See the following page for existing and proposed rates and water quality volume calculations.

The peak elevation for the 100-year storm event is 842.37'. This provides more than two feet of separation between the 100-year peak elevation and the low floor opening of the existing and proposed buildings.

See the following pages for the stormwater calculations.

Sediment and Erosion Control

Silt fence, catch basin inserts and bio-logs will be placed within the site and along the perimeter of the disturbed construction area prior to construction to prevent sediment displacement from the site into the city street and storm sewer. A rock construction entrance will be established and site street sweeping performed throughout construction to address tracking from the site. Soils stockpiles will be covered when not used for more than 48 hours or temporarily seeded to prevent windblown sediment from transporting off-site.

Permanent erosion control will consist of sod and pavement. Slopes and swales will be stabilized with a heavy-duty erosion control mat designed for the intended area.

A Storm Water Pollution Prevention Plan has been prepared and will be implemented for the project.

Aeon Crest II Stormwater Calculations
PN: 20-046
Date: 05/11/21

Existing Conditions						
Drainage Area	Pervious Area [SF]	CN Value	Impervious Area [SF]	CN Value	Total Area [SF]	CN Value
EX1	21750	80	56500	98	78250	93
EX2	59580	80	3617	98	63197	81
EX3	4248	80	356	98	4604	81
Total	85578	80	60473	98	146051	87

Existing Conditions Rates			
Drainage Area	2-Year Event (cfs)	10-Year Event (cfs)	100-Year Event (cfs)
EX1	5.91	9.48	17.39
EX2	3.02	5.92	12.82
EX2	0.22	0.43	0.93

Proposed Conditions						
Drainage Area	Pervious Area [SF]	CN Value	Impervious Area [SF]	CN Value	Total Area [SF]	CN Value
P1	16647	80	67559	98	84206	94
P2	32649	80	6852	98	39501	83
P3	0	80	17740	98	17740	98
P4	0	80	4604	98	4604	98
Total	49296	80	96755	98	146051	92

Proposed Conditions Rates			
Drainage Area	2-Year Event (cfs)	10-Year Event (cfs)	100-Year Event (cfs)
1P (P1,P3,P4)	0.60	1.47	8.69
P2	2.09	3.95	8.28

Total Runoff Rate Summary Table		
Stormwater Event	Existing Conditons (cfs)	Proposed Conditons (cfs)
2-Year Event	9.15	2.69
10-Year Event	15.83	5.42
100-Year Event	31.14	16.97

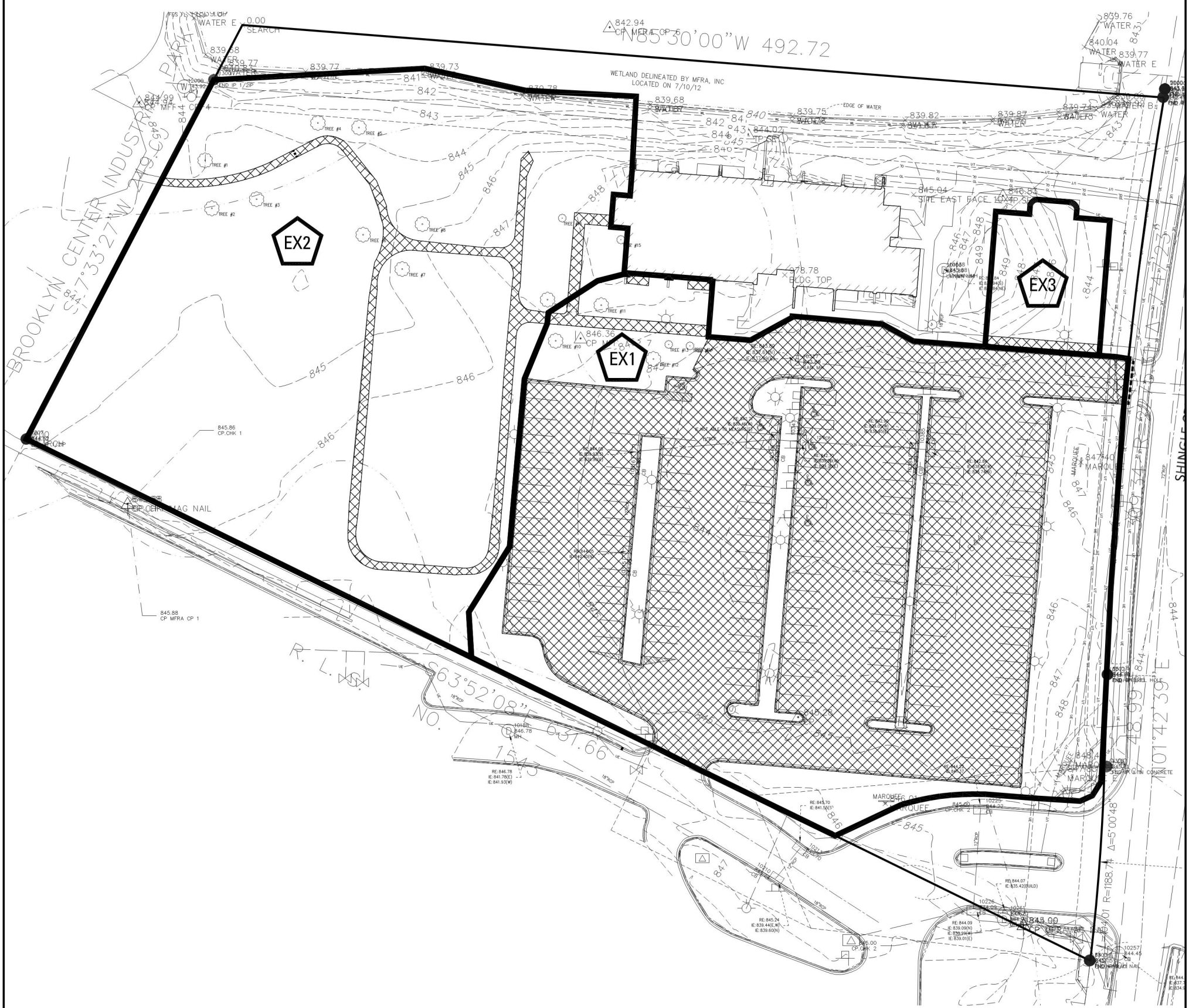
Water Quality Volume					
Treatement Amount		Total Site Impervious Area (SF)		Total Site Required Volume	
(Imp. Area * (1.3"/12)		96755		10482	
Treatment System	Impervious Area (SF) to System	Required Volume* (CF)	Stormwater Management BMP	Treatment Volume (CF)	Excess Volume
1P	85,299	9,241	UG 48" CMP	11923	2,682
			Total Site Provided Volume (CF)=	11923	
			Total Site Required Volume (CF)=	10482	
			Total Site Excess Volume (CF)=	1441	

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AEON CREST II
BROOKLYN CENTER, MINNESOTA

PPA PROJECT: 20-046
DATE: 05.11.21
DRAWN BY: DPM

Existing Conditions						
Drainage Area	Pervious Area [SF]	CN Value	Impervious Area [SF]	CN Value	Total Area [SF]	CN Value
EX1	21750	80	56500	98	78250	93
EX2	59580	80	3617	98	63197	81
EX3	4248	80	356	98	4604	81
Total	85578	80	60473	98	146051	87



NORTH

A EXISTING DRAINAGE MAP

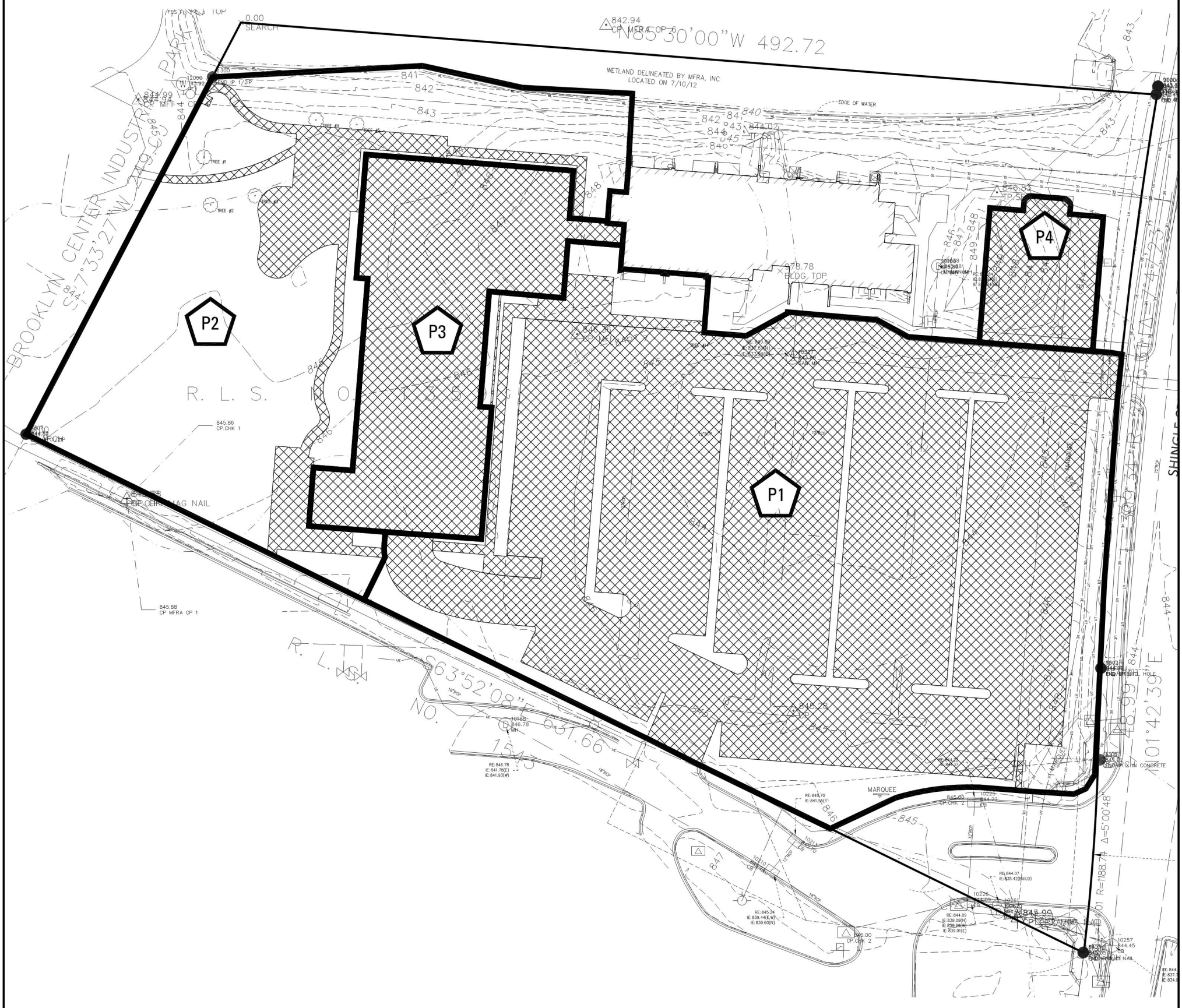
0' 60' 120' 180'

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AEON CREST II
BROOKLYN CENTER, MINNESOTA

PPA PROJECT: 20-046
DATE: 05.11.21
DRAWN BY: DPM

Proposed Conditions						
Drainage Area	Pervious Area [SF]	CN Value	Impervious Area [SF]	CN Value	Total Area [SF]	CN Value
P1	16647	80	67559	98	84206	94
P2	32649	80	6852	98	39501	83
P3	0	80	17740	98	17740	98
P4	0	80	4604	98	4604	98
Total	49296	80	96755	98	146051	92

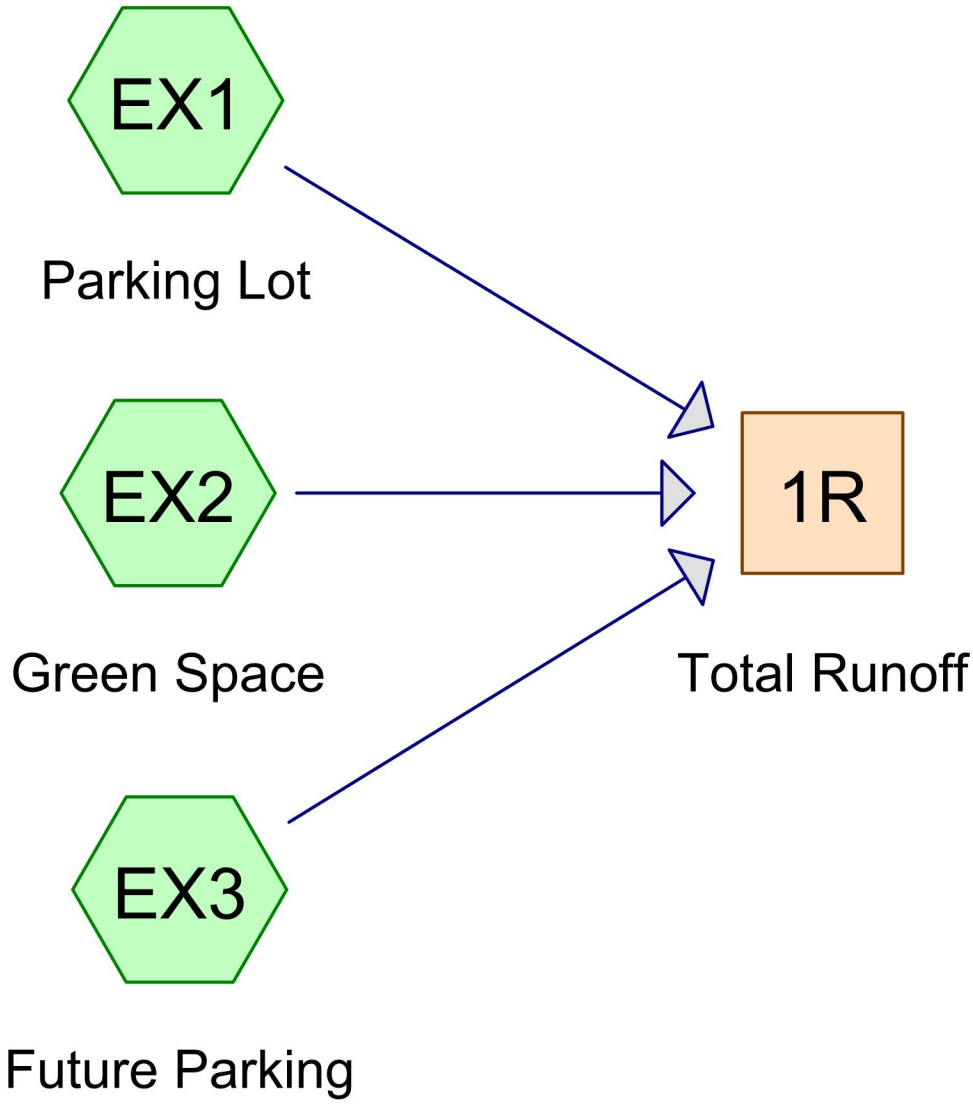


NORTH

B PROPOSED DRAINAGE MAP

0' 60' 120' 180'

Existing Conditions



Subcat Reach Pond Link

Routing Diagram for Stormwater Model
Prepared by {enter your company name here}, Printed 5/10/2021
HydroCAD® 10.00-20 s/n 03481 © 2017 HydroCAD Software Solutions LLC

Area Listing (selected nodes)

Area (acres)	CN	Description (subcatchment-numbers)
1.965	80	>75% Grass cover, Good, HSG D (EX1, EX2, EX3)
1.388	98	Paved parking, HSG D (EX1, EX2, EX3)
3.353	**87**	**TOTAL AREA**

Soil Listing (selected nodes)

Area (acres)	Soil Group	Subcatchment Numbers
0.000	HSG A	
0.000	HSG B	
0.000	HSG C	
3.353	HSG D	EX1, EX2, EX3
0.000	Other	
3.353		**TOTAL AREA**

Time span=0.00-72.00 hrs, dt=0.01 hrs, 7201 points x 3
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN
Reach routing by Dyn-Stor-Ind method - Pond routing by Dyn-Stor-Ind method

Subcatchment EX1: Parking Lot Runoff Area=78,250 sf 72.20% Impervious Runoff Depth=2.10"
Flow Length=150' Slope=0.0500 '/' Tc=8.9 min CN=93 Runoff=5.91 cfs 0.315 af

Subcatchment EX2: Green Space Runoff Area=63,197 sf 5.72% Impervious Runoff Depth=1.19"
Flow Length=75' Slope=0.0200 '/' Tc=7.4 min CN=81 Runoff=3.02 cfs 0.144 af

Subcatchment EX3: Future Parking Runoff Area=4,604 sf 7.73% Impervious Runoff Depth=1.19"
Flow Length=75' Slope=0.0200 '/' Tc=7.4 min CN=81 Runoff=0.22 cfs 0.010 af

Reach 1R: Total Runoff Inflow=9.13 cfs 0.469 af
Outflow=9.13 cfs 0.469 af

Total Runoff Area = 3.353 ac Runoff Volume = 0.469 af Average Runoff Depth = 1.68"
58.59% Pervious = 1.965 ac 41.41% Impervious = 1.388 ac

Summary for Subcatchment EX1: Parking Lot

Runoff = 5.91 cfs @ 12.16 hrs, Volume= 0.315 af, Depth= 2.10"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 2 Rainfall=2.84"

Area (sf)	CN	Description
21,750	80	>75% Grass cover, Good, HSG D
56,500	98	Paved parking, HSG D
78,250	93	Weighted Average
21,750		27.80% Pervious Area
56,500		72.20% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
8.9	150	0.0500	0.28		**Sheet Flow,** Range n= 0.130 P2= 2.84"

Summary for Subcatchment EX2: Green Space

Runoff = 3.02 cfs @ 12.15 hrs, Volume= 0.144 af, Depth= 1.19"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 2 Rainfall=2.84"

Area (sf)	CN	Description
59,580	80	>75% Grass cover, Good, HSG D
3,617	98	Paved parking, HSG D
63,197	81	Weighted Average
59,580		94.28% Pervious Area
3,617		5.72% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
7.4	75	0.0200	0.17		**Sheet Flow,** Range n= 0.130 P2= 2.84"

Summary for Subcatchment EX3: Future Parking

Runoff = 0.22 cfs @ 12.15 hrs, Volume= 0.010 af, Depth= 1.19"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 2 Rainfall=2.84"

Area (sf)	CN	Description
4,248	80	>75% Grass cover, Good, HSG D
356	98	Paved parking, HSG D
4,604	81	Weighted Average
4,248		92.27% Pervious Area
356		7.73% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
7.4	75	0.0200	0.17		**Sheet Flow,** Range n= 0.130 P2= 2.84"

Summary for Reach 1R: Total Runoff

[40] Hint: Not Described (Outflow=Inflow)

Inflow Area = 3.353 ac, 41.41% Impervious, Inflow Depth = 1.68" for MSE3 - 2 event
Inflow = 9.13 cfs @ 12.16 hrs, Volume= 0.469 af
Outflow = 9.13 cfs @ 12.16 hrs, Volume= 0.469 af, Atten= 0%, Lag= 0.0 min

Routing by Dyn-Stor-Ind method, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs / 3

Time span=0.00-72.00 hrs, dt=0.01 hrs, 7201 points x 3
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN
Reach routing by Dyn-Stor-Ind method - Pond routing by Dyn-Stor-Ind method

Subcatchment EX1: Parking Lot Runoff Area=78,250 sf 72.20% Impervious Runoff Depth=3.47"
Flow Length=150' Slope=0.0500 '/' Tc=8.9 min CN=93 Runoff=9.48 cfs 0.520 af

Subcatchment EX2: Green Space Runoff Area=63,197 sf 5.72% Impervious Runoff Depth=2.34"
Flow Length=75' Slope=0.0200 '/' Tc=7.4 min CN=81 Runoff=5.92 cfs 0.283 af

Subcatchment EX3: Future Parking Runoff Area=4,604 sf 7.73% Impervious Runoff Depth=2.34"
Flow Length=75' Slope=0.0200 '/' Tc=7.4 min CN=81 Runoff=0.43 cfs 0.021 af

Reach 1R: Total Runoff Inflow=15.78 cfs 0.824 af
Outflow=15.78 cfs 0.824 af

Total Runoff Area = 3.353 ac Runoff Volume = 0.824 af Average Runoff Depth = 2.95"
58.59% Pervious = 1.965 ac 41.41% Impervious = 1.388 ac

Summary for Subcatchment EX1: Parking Lot

Runoff = 9.48 cfs @ 12.16 hrs, Volume= 0.520 af, Depth= 3.47"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 10 Rainfall=4.26"

Area (sf)	CN	Description
21,750	80	>75% Grass cover, Good, HSG D
56,500	98	Paved parking, HSG D
78,250	93	Weighted Average
21,750		27.80% Pervious Area
56,500		72.20% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
8.9	150	0.0500	0.28		**Sheet Flow,** Range n= 0.130 P2= 2.84"

Summary for Subcatchment EX2: Green Space

Runoff = 5.92 cfs @ 12.15 hrs, Volume= 0.283 af, Depth= 2.34"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 10 Rainfall=4.26"

Area (sf)	CN	Description
59,580	80	>75% Grass cover, Good, HSG D
3,617	98	Paved parking, HSG D
63,197	81	Weighted Average
59,580		94.28% Pervious Area
3,617		5.72% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
7.4	75	0.0200	0.17		**Sheet Flow,** Range n= 0.130 P2= 2.84"

Summary for Subcatchment EX3: Future Parking

Runoff = 0.43 cfs @ 12.15 hrs, Volume= 0.021 af, Depth= 2.34"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 10 Rainfall=4.26"

Area (sf)	CN	Description
4,248	80	>75% Grass cover, Good, HSG D
356	98	Paved parking, HSG D
4,604	81	Weighted Average
4,248		92.27% Pervious Area
356		7.73% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
7.4	75	0.0200	0.17		**Sheet Flow,** Range n= 0.130 P2= 2.84"

Summary for Reach 1R: Total Runoff

[40] Hint: Not Described (Outflow=Inflow)

Inflow Area = 3.353 ac, 41.41% Impervious, Inflow Depth = 2.95" for MSE3 - 10 event
Inflow = 15.78 cfs @ 12.15 hrs, Volume= 0.824 af
Outflow = 15.78 cfs @ 12.15 hrs, Volume= 0.824 af, Atten= 0%, Lag= 0.0 min

Routing by Dyn-Stor-Ind method, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs / 3

Time span=0.00-72.00 hrs, dt=0.01 hrs, 7201 points x 3
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN
Reach routing by Dyn-Stor-Ind method - Pond routing by Dyn-Stor-Ind method

Subcatchment EX1: Parking Lot Runoff Area=78,250 sf 72.20% Impervious Runoff Depth=6.63"
Flow Length=150' Slope=0.0500 '/' Tc=8.9 min CN=93 Runoff=17.39 cfs 0.992 af

Subcatchment EX2: Green Space Runoff Area=63,197 sf 5.72% Impervious Runoff Depth=5.23"
Flow Length=75' Slope=0.0200 '/' Tc=7.4 min CN=81 Runoff=12.82 cfs 0.633 af

Subcatchment EX3: Future Parking Runoff Area=4,604 sf 7.73% Impervious Runoff Depth=5.23"
Flow Length=75' Slope=0.0200 '/' Tc=7.4 min CN=81 Runoff=0.93 cfs 0.046 af

Reach 1R: Total Runoff Inflow=31.02 cfs 1.671 af
Outflow=31.02 cfs 1.671 af

Total Runoff Area = 3.353 ac Runoff Volume = 1.671 af Average Runoff Depth = 5.98"
58.59% Pervious = 1.965 ac 41.41% Impervious = 1.388 ac

Summary for Subcatchment EX1: Parking Lot

Runoff = 17.39 cfs @ 12.16 hrs, Volume= 0.992 af, Depth= 6.63"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 100 Rainfall=7.46"

Area (sf)	CN	Description
21,750	80	>75% Grass cover, Good, HSG D
56,500	98	Paved parking, HSG D
78,250	93	Weighted Average
21,750		27.80% Pervious Area
56,500		72.20% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
8.9	150	0.0500	0.28		**Sheet Flow,** Range n= 0.130 P2= 2.84"

Summary for Subcatchment EX2: Green Space

Runoff = 12.82 cfs @ 12.15 hrs, Volume= 0.633 af, Depth= 5.23"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 100 Rainfall=7.46"

Area (sf)	CN	Description
59,580	80	>75% Grass cover, Good, HSG D
3,617	98	Paved parking, HSG D
63,197	81	Weighted Average
59,580		94.28% Pervious Area
3,617		5.72% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
7.4	75	0.0200	0.17		**Sheet Flow,** Range n= 0.130 P2= 2.84"

Summary for Subcatchment EX3: Future Parking

Runoff = 0.93 cfs @ 12.15 hrs, Volume= 0.046 af, Depth= 5.23"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 100 Rainfall=7.46"

Area (sf)	CN	Description
4,248	80	>75% Grass cover, Good, HSG D
356	98	Paved parking, HSG D
4,604	81	Weighted Average
4,248		92.27% Pervious Area
356		7.73% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
7.4	75	0.0200	0.17		**Sheet Flow,** Range n= 0.130 P2= 2.84"

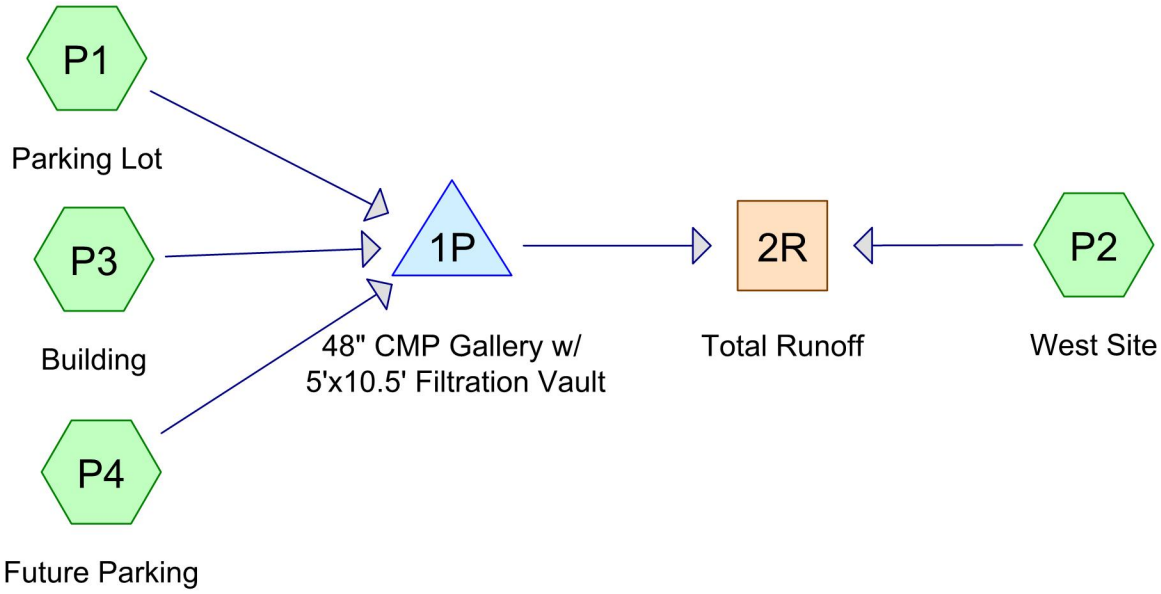
Summary for Reach 1R: Total Runoff

[40] Hint: Not Described (Outflow=Inflow)

Inflow Area = 3.353 ac, 41.41% Impervious, Inflow Depth = 5.98" for MSE3 - 100 event
Inflow = 31.02 cfs @ 12.15 hrs, Volume= 1.671 af
Outflow = 31.02 cfs @ 12.15 hrs, Volume= 1.671 af, Atten= 0%, Lag= 0.0 min

Routing by Dyn-Stor-Ind method, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs / 3

Proposed Conditions



Subcat Reach Pond Link

Routing Diagram for Stormwater Model
Prepared by {enter your company name here}, Printed 5/10/2021
HydroCAD® 10.00-20 s/n 03481 © 2017 HydroCAD Software Solutions LLC

Area Listing (selected nodes)

Area (acres)	CN	Description (subcatchment-numbers)
1.132	80	>75% Grass cover, Good, HSG D (P1, P2)
2.221	98	Paved parking, HSG D (P1, P2, P3, P4)
3.353	**92**	**TOTAL AREA**

Soil Listing (selected nodes)

Area (acres)	Soil Group	Subcatchment Numbers
0.000	HSG A	
0.000	HSG B	
0.000	HSG C	
3.353	HSG D	P1, P2, P3, P4
0.000	Other	
3.353		**TOTAL AREA**

Time span=0.00-72.00 hrs, dt=0.01 hrs, 7201 points x 3
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN
Reach routing by Dyn-Stor-Ind method - Pond routing by Dyn-Stor-Ind method

Subcatchment P1: Parking Lot Runoff Area=84,206 sf 80.23% Impervious Runoff Depth=2.20"
Flow Length=150' Slope=0.0500 '/' Tc=8.9 min CN=94 Runoff=6.57 cfs 0.354 af

Subcatchment P2: West Site Runoff Area=39,501 sf 17.35% Impervious Runoff Depth=1.32"
Flow Length=75' Slope=0.0200 '/' Tc=7.4 min CN=83 Runoff=2.09 cfs 0.100 af

Subcatchment P3: Building Runoff Area=17,740 sf 100.00% Impervious Runoff Depth=2.61"
Flow Length=150' Slope=0.0500 '/' Tc=8.9 min CN=98 Runoff=1.52 cfs 0.089 af

Subcatchment P4: Future Parking Runoff Area=4,604 sf 100.00% Impervious Runoff Depth=2.61"
Flow Length=150' Slope=0.0500 '/' Tc=8.9 min CN=98 Runoff=0.39 cfs 0.023 af

Reach 2R: Total Runoff Inflow=2.69 cfs 0.565 af
Outflow=2.69 cfs 0.565 af

Pond 1P: 48" CMP Gallery w/ 5'x10.5' Peak Elev=840.85' Storage=9,498 cf Inflow=8.48 cfs 0.465 af
Outflow=0.60 cfs 0.465 af

Total Runoff Area = 3.353 ac Runoff Volume = 0.565 af Average Runoff Depth = 2.02"
33.75% Pervious = 1.132 ac 66.25% Impervious = 2.221 ac

Summary for Subcatchment P1: Parking Lot

Runoff = 6.57 cfs @ 12.16 hrs, Volume= 0.354 af, Depth= 2.20"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 2 Rainfall=2.84"

Area (sf)	CN	Description
16,647	80	>75% Grass cover, Good, HSG D
67,559	98	Paved parking, HSG D
84,206	94	Weighted Average
16,647		19.77% Pervious Area
67,559		80.23% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
8.9	150	0.0500	0.28		**Sheet Flow,** Range n= 0.130 P2= 2.84"

Summary for Subcatchment P2: West Site

Runoff = 2.09 cfs @ 12.15 hrs, Volume= 0.100 af, Depth= 1.32"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 2 Rainfall=2.84"

Area (sf)	CN	Description
32,649	80	>75% Grass cover, Good, HSG D
6,852	98	Paved parking, HSG D
39,501	83	Weighted Average
32,649		82.65% Pervious Area
6,852		17.35% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
7.4	75	0.0200	0.17		**Sheet Flow,** Range n= 0.130 P2= 2.84"

Summary for Subcatchment P3: Building

Runoff = 1.52 cfs @ 12.16 hrs, Volume= 0.089 af, Depth= 2.61"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 2 Rainfall=2.84"

Area (sf)	CN	Description
0	80	>75% Grass cover, Good, HSG D
17,740	98	Paved parking, HSG D
17,740	98	Weighted Average
17,740		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
8.9	150	0.0500	0.28		**Sheet Flow,** Range n= 0.130 P2= 2.84"

Summary for Subcatchment P4: Future Parking

Runoff = 0.39 cfs @ 12.16 hrs, Volume= 0.023 af, Depth= 2.61"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 2 Rainfall=2.84"

Area (sf)	CN	Description
0	80	>75% Grass cover, Good, HSG D
4,604	98	Paved parking, HSG D
4,604	98	Weighted Average
4,604		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
8.9	150	0.0500	0.28		**Sheet Flow,** Range n= 0.130 P2= 2.84"

Summary for Reach 2R: Total Runoff

[40] Hint: Not Described (Outflow=Inflow)

Inflow Area = 3.353 ac, 66.25% Impervious, Inflow Depth = 2.02" for MSE3 - 2 event
Inflow = 2.69 cfs @ 12.15 hrs, Volume= 0.565 af
Outflow = 2.69 cfs @ 12.15 hrs, Volume= 0.565 af, Atten= 0%, Lag= 0.0 min

Routing by Dyn-Stor-Ind method, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs / 3

Summary for Pond 1P: 48" CMP Gallery w/ 5'x10.5' Filtration Vault

[87] Warning: Oscillations may require smaller dt or Finer Routing (severity=11)

Inflow Area = 2.446 ac, 84.38% Impervious, Inflow Depth = 2.28" for MSE3 - 2 event
Inflow = 8.48 cfs @ 12.16 hrs, Volume= 0.465 af
Outflow = 0.60 cfs @ 11.47 hrs, Volume= 0.465 af, Atten= 93%, Lag= 0.0 min
Primary = 0.60 cfs @ 11.47 hrs, Volume= 0.465 af

Routing by Dyn-Stor-Ind method, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs / 3
Peak Elev= 840.85' @ 13.17 hrs Surf.Area= 15,120 sf Storage= 9,498 cf

Plug-Flow detention time= (not calculated: outflow precedes inflow)
Center-of-Mass det. time= 124.4 min (899.1 - 774.8)

Volume	Invert	Avail.Storage	Storage Description
#1A	839.50'	0 cf	**72.00'W x 210.00'L x 4.50'H Field A** 68,040 cf Overall - 31,919 cf Embedded = 36,121 cf x 0.0% Voids
#2A	839.50'	31,919 cf	**CMP Round 48** x 120 Inside #1 Effective Size= 48.0"W x 48.0"H => 12.57 sf x 20.00'L = 251.3 cf Overall Size= 48.0"W x 48.0"H x 20.00'L 12 Rows of 10 Chambers 70.00' Header x 12.57 sf x 2 = 1,759.3 cf Inside
		31,919 cf	Total Available Storage

Storage Group A created with Chamber Wizard

Device	Routing	Invert	Outlet Devices
#1	Primary	839.00'	**24.0" Round Culvert** L= 50.0' RCP, end-section conforming to fill, Ke= 0.500 Inlet / Outlet Invert= 839.00' / 838.00' S= 0.0200 '/' Cc= 0.900 n= 0.012 Concrete pipe, finished, Flow Area= 3.14 sf
#2	Device 1	839.50'	**0.60 cfs BioClean Water Polisher 5'x10.5' at all elevations** Phase-In= 0.01'
#3	Device 1	841.10'	**24.0" Round Overflow Culvert** L= 40.0' RCP, end-section conforming to fill, Ke= 0.500 Inlet / Outlet Invert= 841.10' / 840.50' S= 0.0150 '/' Cc= 0.900 n= 0.012 Concrete pipe, finished, Flow Area= 3.14 sf

Primary OutFlow Max=0.60 cfs @ 11.47 hrs HW=839.51' TW=0.00' (Dynamic Tailwater)
└─**1=Culvert** (Passes 0.60 cfs of 1.54 cfs potential flow)
  ├─**2=BioClean Water Polisher 5'x10.5'** (Exfiltration Controls 0.60 cfs)
  └─**3=Overflow Culvert** (Controls 0.00 cfs)

Pond 1P: 48" CMP Gallery w/ 5'x10.5' Filtration Vault - Chamber Wizard Field A

Chamber Model = CMP Round 48 (Round Corrugated Metal Pipe)
Effective Size= 48.0"W x 48.0"H => 12.57 sf x 20.00'L = 251.3 cf
Overall Size= 48.0"W x 48.0"H x 20.00'L

48.0" Wide + 24.0" Spacing = 72.0" C-C Row Spacing

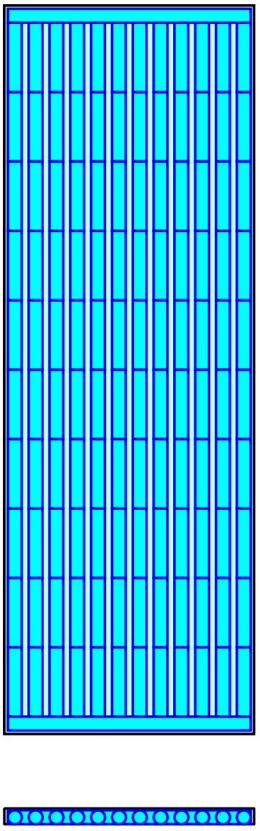
10 Chambers/Row x 20.00' Long +4.00' Header x 2 = 208.00' Row Length +12.0" End Stone x 2 = 210.00' Base Length
12 Rows x 48.0" Wide + 24.0" Spacing x 11 + 12.0" Side Stone x 2 = 72.00' Base Width
48.0" Chamber Height + 6.0" Cover = 4.50' Field Height

120 Chambers x 251.3 cf + 70.00' Header x 12.57 sf x 2 = 31,918.6 cf Chamber Storage

68,040.0 cf Field - 31,918.6 cf Chambers = 36,121.4 cf Stone x 0.0% Voids = 0.0 cf Stone Storage

Chamber Storage = 31,918.6 cf = 0.733 af
Overall Storage Efficiency = 46.9%
Overall System Size = 210.00' x 72.00' x 4.50'

120 Chambers
2,520.0 cy Field
1,337.8 cy Stone



Time span=0.00-72.00 hrs, dt=0.01 hrs, 7201 points x 3
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN
Reach routing by Dyn-Stor-Ind method - Pond routing by Dyn-Stor-Ind method

Subcatchment P1: Parking Lot Runoff Area=84,206 sf 80.23% Impervious Runoff Depth=3.58"
Flow Length=150' Slope=0.0500 '/' Tc=8.9 min CN=94 Runoff=10.39 cfs 0.577 af

Subcatchment P2: West Site Runoff Area=39,501 sf 17.35% Impervious Runoff Depth=2.51"
Flow Length=75' Slope=0.0200 '/' Tc=7.4 min CN=83 Runoff=3.95 cfs 0.190 af

Subcatchment P3: Building Runoff Area=17,740 sf 100.00% Impervious Runoff Depth=4.02"
Flow Length=150' Slope=0.0500 '/' Tc=8.9 min CN=98 Runoff=2.30 cfs 0.137 af

Subcatchment P4: Future Parking Runoff Area=4,604 sf 100.00% Impervious Runoff Depth=4.02"
Flow Length=150' Slope=0.0500 '/' Tc=8.9 min CN=98 Runoff=0.60 cfs 0.035 af

Reach 2R: Total Runoff Inflow=4.55 cfs 0.939 af
Outflow=4.55 cfs 0.939 af

Pond 1P: 48" CMP Gallery w/ 5'x10.5' Peak Elev=841.48' Storage=15,741 cf Inflow=13.29 cfs 0.749 af
Outflow=1.47 cfs 0.749 af

Total Runoff Area = 3.353 ac Runoff Volume = 0.939 af Average Runoff Depth = 3.36"
33.75% Pervious = 1.132 ac 66.25% Impervious = 2.221 ac

Summary for Subcatchment P1: Parking Lot

Runoff = 10.39 cfs @ 12.16 hrs, Volume= 0.577 af, Depth= 3.58"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 10 Rainfall=4.26"

Area (sf)	CN	Description
16,647	80	>75% Grass cover, Good, HSG D
67,559	98	Paved parking, HSG D
84,206	94	Weighted Average
16,647		19.77% Pervious Area
67,559		80.23% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
8.9	150	0.0500	0.28		**Sheet Flow,** Range n= 0.130 P2= 2.84"

Summary for Subcatchment P2: West Site

Runoff = 3.95 cfs @ 12.15 hrs, Volume= 0.190 af, Depth= 2.51"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 10 Rainfall=4.26"

Area (sf)	CN	Description
32,649	80	>75% Grass cover, Good, HSG D
6,852	98	Paved parking, HSG D
39,501	83	Weighted Average
32,649		82.65% Pervious Area
6,852		17.35% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
7.4	75	0.0200	0.17		**Sheet Flow,** Range n= 0.130 P2= 2.84"

Summary for Subcatchment P3: Building

Runoff = 2.30 cfs @ 12.16 hrs, Volume= 0.137 af, Depth= 4.02"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 10 Rainfall=4.26"

Area (sf)	CN	Description
0	80	>75% Grass cover, Good, HSG D
17,740	98	Paved parking, HSG D
17,740	98	Weighted Average
17,740		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
8.9	150	0.0500	0.28		**Sheet Flow,** Range n= 0.130 P2= 2.84"

Summary for Subcatchment P4: Future Parking

Runoff = 0.60 cfs @ 12.16 hrs, Volume= 0.035 af, Depth= 4.02"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 10 Rainfall=4.26"

Area (sf)	CN	Description
0	80	>75% Grass cover, Good, HSG D
4,604	98	Paved parking, HSG D
4,604	98	Weighted Average
4,604		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
8.9	150	0.0500	0.28		**Sheet Flow,** Range n= 0.130 P2= 2.84"

Summary for Reach 2R: Total Runoff

[40] Hint: Not Described (Outflow=Inflow)

Inflow Area = 3.353 ac, 66.25% Impervious, Inflow Depth = 3.36" for MSE3 - 10 event
Inflow = 4.55 cfs @ 12.15 hrs, Volume= 0.939 af
Outflow = 4.55 cfs @ 12.15 hrs, Volume= 0.939 af, Atten= 0%, Lag= 0.0 min

Routing by Dyn-Stor-Ind method, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs / 3

Summary for Pond 1P: 48" CMP Gallery w/ 5'x10.5' Filtration Vault

[87] Warning: Oscillations may require smaller dt or Finer Routing (severity=14)

Inflow Area = 2.446 ac, 84.38% Impervious, Inflow Depth = 3.67" for MSE3 - 10 event
Inflow = 13.29 cfs @ 12.16 hrs, Volume= 0.749 af
Outflow = 1.47 cfs @ 12.67 hrs, Volume= 0.749 af, Atten= 89%, Lag= 30.5 min
Primary = 1.47 cfs @ 12.67 hrs, Volume= 0.749 af

Routing by Dyn-Stor-Ind method, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs / 3
Peak Elev= 841.48' @ 12.67 hrs Surf.Area= 15,120 sf Storage= 15,741 cf

Plug-Flow detention time= (not calculated: outflow precedes inflow)
Center-of-Mass det. time= 170.7 min (937.0 - 766.2)

Volume	Invert	Avail.Storage	Storage Description
#1A	839.50'	0 cf	**72.00'W x 210.00'L x 4.50'H Field A** 68,040 cf Overall - 31,919 cf Embedded = 36,121 cf x 0.0% Voids
#2A	839.50'	31,919 cf	**CMP Round 48** x 120 Inside #1 Effective Size= 48.0"W x 48.0"H => 12.57 sf x 20.00'L = 251.3 cf Overall Size= 48.0"W x 48.0"H x 20.00'L 12 Rows of 10 Chambers 70.00' Header x 12.57 sf x 2 = 1,759.3 cf Inside
		31,919 cf	Total Available Storage

Storage Group A created with Chamber Wizard

Device	Routing	Invert	Outlet Devices
#1	Primary	839.00'	**24.0" Round Culvert** L= 50.0' RCP, end-section conforming to fill, Ke= 0.500 Inlet / Outlet Invert= 839.00' / 838.00' S= 0.0200 '/' Cc= 0.900 n= 0.012 Concrete pipe, finished, Flow Area= 3.14 sf
#2	Device 1	839.50'	**0.60 cfs BioClean Water Polisher 5'x10.5' at all elevations** Phase-In= 0.01'
#3	Device 1	841.10'	**24.0" Round Overflow Culvert** L= 40.0' RCP, end-section conforming to fill, Ke= 0.500 Inlet / Outlet Invert= 841.10' / 840.50' S= 0.0150 '/' Cc= 0.900 n= 0.012 Concrete pipe, finished, Flow Area= 3.14 sf

Primary OutFlow Max=1.47 cfs @ 12.67 hrs HW=841.48' TW=0.00' (Dynamic Tailwater)
└─**1=Culvert** (Passes 1.47 cfs of 18.39 cfs potential flow)
  ├─**2=BioClean Water Polisher 5'x10.5'** (Exfiltration Controls 0.60 cfs)
  └─**3=Overflow Culvert** (Inlet Controls 0.87 cfs @ 2.09 fps)

Pond 1P: 48" CMP Gallery w/ 5'x10.5' Filtration Vault - Chamber Wizard Field A

Chamber Model = CMP Round 48 (Round Corrugated Metal Pipe)
Effective Size= 48.0"W x 48.0"H => 12.57 sf x 20.00'L = 251.3 cf
Overall Size= 48.0"W x 48.0"H x 20.00'L

48.0" Wide + 24.0" Spacing = 72.0" C-C Row Spacing

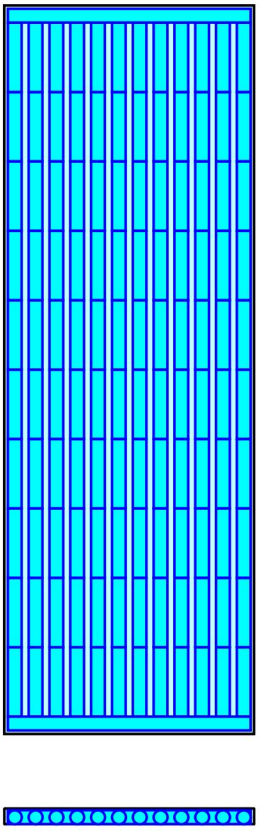
10 Chambers/Row x 20.00' Long +4.00' Header x 2 = 208.00' Row Length +12.0" End Stone x 2 = 210.00' Base Length
12 Rows x 48.0" Wide + 24.0" Spacing x 11 + 12.0" Side Stone x 2 = 72.00' Base Width
48.0" Chamber Height + 6.0" Cover = 4.50' Field Height

120 Chambers x 251.3 cf + 70.00' Header x 12.57 sf x 2 = 31,918.6 cf Chamber Storage

68,040.0 cf Field - 31,918.6 cf Chambers = 36,121.4 cf Stone x 0.0% Voids = 0.0 cf Stone Storage

Chamber Storage = 31,918.6 cf = 0.733 af
Overall Storage Efficiency = 46.9%
Overall System Size = 210.00' x 72.00' x 4.50'

120 Chambers
2,520.0 cy Field
1,337.8 cy Stone



Time span=0.00-72.00 hrs, dt=0.01 hrs, 7201 points x 3
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN
Reach routing by Dyn-Stor-Ind method - Pond routing by Dyn-Stor-Ind method

Subcatchment P1: Parking Lot Runoff Area=84,206 sf 80.23% Impervious Runoff Depth=6.75"
Flow Length=150' Slope=0.0500 '/' Tc=8.9 min CN=94 Runoff=18.85 cfs 1.087 af

Subcatchment P2: West Site Runoff Area=39,501 sf 17.35% Impervious Runoff Depth=5.46"
Flow Length=75' Slope=0.0200 '/' Tc=7.4 min CN=83 Runoff=8.28 cfs 0.413 af

Subcatchment P3: Building Runoff Area=17,740 sf 100.00% Impervious Runoff Depth=7.22"
Flow Length=150' Slope=0.0500 '/' Tc=8.9 min CN=98 Runoff=4.05 cfs 0.245 af

Subcatchment P4: Future Parking Runoff Area=4,604 sf 100.00% Impervious Runoff Depth=7.22"
Flow Length=150' Slope=0.0500 '/' Tc=8.9 min CN=98 Runoff=1.05 cfs 0.064 af

Reach 2R: Total Runoff Inflow=11.87 cfs 1.808 af
Outflow=11.87 cfs 1.808 af

Pond 1P: 48" CMP Gallery w/ 5'x10.5' Peak Elev=842.37' Storage=24,527 cf Inflow=23.96 cfs 1.395 af
Outflow=8.69 cfs 1.395 af

Total Runoff Area = 3.353 ac Runoff Volume = 1.808 af Average Runoff Depth = 6.47"
33.75% Pervious = 1.132 ac 66.25% Impervious = 2.221 ac

Summary for Subcatchment P1: Parking Lot

Runoff = 18.85 cfs @ 12.16 hrs, Volume= 1.087 af, Depth= 6.75"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 100 Rainfall=7.46"

Area (sf)	CN	Description
16,647	80	>75% Grass cover, Good, HSG D
67,559	98	Paved parking, HSG D
84,206	94	Weighted Average
16,647		19.77% Pervious Area
67,559		80.23% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
8.9	150	0.0500	0.28		**Sheet Flow,** Range n= 0.130 P2= 2.84"

Summary for Subcatchment P2: West Site

Runoff = 8.28 cfs @ 12.15 hrs, Volume= 0.413 af, Depth= 5.46"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 100 Rainfall=7.46"

Area (sf)	CN	Description
32,649	80	>75% Grass cover, Good, HSG D
6,852	98	Paved parking, HSG D
39,501	83	Weighted Average
32,649		82.65% Pervious Area
6,852		17.35% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
7.4	75	0.0200	0.17		**Sheet Flow,** Range n= 0.130 P2= 2.84"

Summary for Subcatchment P3: Building

Runoff = 4.05 cfs @ 12.16 hrs, Volume= 0.245 af, Depth= 7.22"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 100 Rainfall=7.46"

Area (sf)	CN	Description
0	80	>75% Grass cover, Good, HSG D
17,740	98	Paved parking, HSG D
17,740	98	Weighted Average
17,740		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
8.9	150	0.0500	0.28		**Sheet Flow,** Range n= 0.130 P2= 2.84"

Summary for Subcatchment P4: Future Parking

Runoff = 1.05 cfs @ 12.16 hrs, Volume= 0.064 af, Depth= 7.22"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs
MSE 24-hr 3 MSE3 - 100 Rainfall=7.46"

Area (sf)	CN	Description
0	80	>75% Grass cover, Good, HSG D
4,604	98	Paved parking, HSG D
4,604	98	Weighted Average
4,604		100.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
8.9	150	0.0500	0.28		**Sheet Flow,** Range n= 0.130 P2= 2.84"

Summary for Reach 2R: Total Runoff

[40] Hint: Not Described (Outflow=Inflow)

Inflow Area = 3.353 ac, 66.25% Impervious, Inflow Depth = 6.47" for MSE3 - 100 event
Inflow = 11.87 cfs @ 12.20 hrs, Volume= 1.808 af
Outflow = 11.87 cfs @ 12.20 hrs, Volume= 1.808 af, Atten= 0%, Lag= 0.0 min

Routing by Dyn-Stor-Ind method, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs / 3

Summary for Pond 1P: 48" CMP Gallery w/ 5'x10.5' Filtration Vault

Inflow Area = 2.446 ac, 84.38% Impervious, Inflow Depth = 6.84" for MSE3 - 100 event
Inflow = 23.96 cfs @ 12.16 hrs, Volume= 1.395 af
Outflow = 8.69 cfs @ 12.34 hrs, Volume= 1.395 af, Atten= 64%, Lag= 10.7 min
Primary = 8.69 cfs @ 12.34 hrs, Volume= 1.395 af

Routing by Dyn-Stor-Ind method, Time Span= 0.00-72.00 hrs, dt= 0.01 hrs / 3
Peak Elev= 842.37' @ 12.34 hrs Surf.Area= 15,120 sf Storage= 24,527 cf

Plug-Flow detention time= 128.3 min calculated for 1.395 af (100% of inflow)
Center-of-Mass det. time= 128.3 min (884.3 - 756.0)

Volume	Invert	Avail.Storage	Storage Description
#1A	839.50'	0 cf	**72.00'W x 210.00'L x 4.50'H Field A** 68,040 cf Overall - 31,919 cf Embedded = 36,121 cf x 0.0% Voids
#2A	839.50'	31,919 cf	**CMP Round 48** x 120 Inside #1 Effective Size= 48.0"W x 48.0"H => 12.57 sf x 20.00'L = 251.3 cf Overall Size= 48.0"W x 48.0"H x 20.00'L 12 Rows of 10 Chambers 70.00' Header x 12.57 sf x 2 = 1,759.3 cf Inside
		31,919 cf	Total Available Storage

Storage Group A created with Chamber Wizard

Device	Routing	Invert	Outlet Devices
#1	Primary	839.00'	**24.0" Round Culvert** L= 50.0' RCP, end-section conforming to fill, Ke= 0.500 Inlet / Outlet Invert= 839.00' / 838.00' S= 0.0200 '/' Cc= 0.900 n= 0.012 Concrete pipe, finished, Flow Area= 3.14 sf
#2	Device 1	839.50'	**0.60 cfs BioClean Water Polisher 5'x10.5' at all elevations** Phase-In= 0.01'
#3	Device 1	841.10'	**24.0" Round Overflow Culvert** L= 40.0' RCP, end-section conforming to fill, Ke= 0.500 Inlet / Outlet Invert= 841.10' / 840.50' S= 0.0150 '/' Cc= 0.900 n= 0.012 Concrete pipe, finished, Flow Area= 3.14 sf

Primary OutFlow Max=8.69 cfs @ 12.34 hrs HW=842.37' TW=0.00' (Dynamic Tailwater)
└─**1=Culvert** (Passes 8.69 cfs of 23.29 cfs potential flow)
  ├─**2=BioClean Water Polisher 5'x10.5'** (Exfiltration Controls 0.60 cfs)
  └─**3=Overflow Culvert** (Inlet Controls 8.09 cfs @ 3.84 fps)

Pond 1P: 48" CMP Gallery w/ 5'x10.5' Filtration Vault - Chamber Wizard Field A

Chamber Model = CMP Round 48 (Round Corrugated Metal Pipe)
Effective Size= 48.0"W x 48.0"H => 12.57 sf x 20.00'L = 251.3 cf
Overall Size= 48.0"W x 48.0"H x 20.00'L

48.0" Wide + 24.0" Spacing = 72.0" C-C Row Spacing

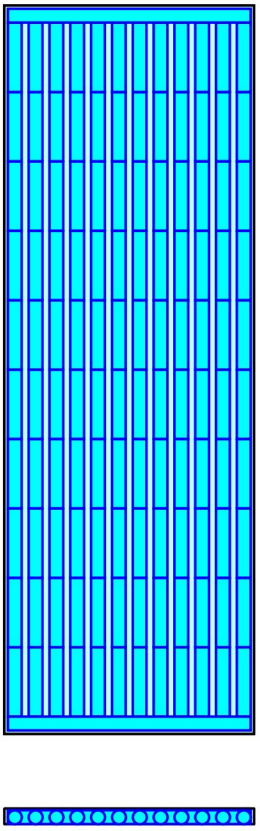
10 Chambers/Row x 20.00' Long +4.00' Header x 2 = 208.00' Row Length +12.0" End Stone x 2 = 210.00' Base Length
12 Rows x 48.0" Wide + 24.0" Spacing x 11 + 12.0" Side Stone x 2 = 72.00' Base Width
48.0" Chamber Height + 6.0" Cover = 4.50' Field Height

120 Chambers x 251.3 cf + 70.00' Header x 12.57 sf x 2 = 31,918.6 cf Chamber Storage

68,040.0 cf Field - 31,918.6 cf Chambers = 36,121.4 cf Stone x 0.0% Voids = 0.0 cf Stone Storage

Chamber Storage = 31,918.6 cf = 0.733 af
Overall Storage Efficiency = 46.9%
Overall System Size = 210.00' x 72.00' x 4.50'

120 Chambers
2,520.0 cy Field
1,337.8 cy Stone



Hydrograph for Pond 1P: 48" CMP Gallery w/ 5'x10.5' Filtration Vault

Time (hours)	Inflow (cfs)	Storage (cubic-feet)	Elevation (feet)	Primary (cfs)
0.00	0.00	0	839.50	0.00
2.00	0.00	0	839.50	0.00
4.00	0.05	0	839.50	0.05
6.00	0.14	0	839.50	0.14
8.00	0.24	0	839.50	0.24
10.00	0.56	2	839.51	0.56
12.00	**10.46**	**9,683**	**840.87**	**0.60**
14.00	**0.68**	**15,426**	**841.45**	**1.33**
16.00	0.34	12,733	841.18	0.64
18.00	0.27	10,567	840.96	0.60
20.00	0.20	7,921	840.69	0.60
22.00	0.12	4,755	840.33	0.60
24.00	0.05	1,071	839.80	0.60
26.00	0.00	0	839.50	0.00
28.00	0.00	0	839.50	0.00
30.00	0.00	0	839.50	0.00
32.00	0.00	0	839.50	0.00
34.00	0.00	0	839.50	0.00
36.00	0.00	0	839.50	0.00
38.00	0.00	0	839.50	0.00
40.00	0.00	0	839.50	0.00
42.00	0.00	0	839.50	0.00
44.00	0.00	0	839.50	0.00
46.00	0.00	0	839.50	0.00
48.00	0.00	0	839.50	0.00
50.00	0.00	0	839.50	0.00
52.00	0.00	0	839.50	0.00
54.00	0.00	0	839.50	0.00
56.00	0.00	0	839.50	0.00
58.00	0.00	0	839.50	0.00
60.00	0.00	0	839.50	0.00
62.00	0.00	0	839.50	0.00
64.00	0.00	0	839.50	0.00
66.00	0.00	0	839.50	0.00
68.00	0.00	0	839.50	0.00
70.00	0.00	0	839.50	0.00
72.00	0.00	0	839.50	0.00

Stage-Area-Storage for Pond 1P: 48" CMP Gallery w/ 5'x10.5' Filtration Vault

Elevation (feet)	Storage (cubic-feet)
839.50	0
839.55	75
839.60	212
839.65	389
839.70	597
839.75	831
839.80	1,088
839.85	1,365
839.90	1,661
839.95	1,974
840.00	2,303
840.05	2,646
840.10	3,002
840.15	3,371
840.20	3,752
840.25	4,143
840.30	4,544
840.35	4,956
840.40	5,376
840.45	5,804
840.50	6,240
840.55	6,684
840.60	7,134
840.65	7,591
840.70	8,054
840.75	8,522
840.80	8,995
840.85	9,473
840.90	9,956
840.95	10,443
841.00	10,933
841.05	11,426
841.10	11,923
841.15	12,422
841.20	12,923
841.25	13,426
841.30	13,931
841.35	14,437
841.40	14,944
841.45	15,451
841.50	15,959
841.55	16,467
841.60	16,975
841.65	17,482
841.70	17,988
841.75	18,493
841.80	18,996
841.85	19,497
841.90	19,996
841.95	20,492
842.00	20,986
842.05	21,476
842.10	21,963
842.15	22,445
842.20	22,923
842.25	23,397
842.30	23,865
842.35	24,328
842.40	24,785
842.45	25,235
842.50	25,678
842.55	26,115
842.60	26,543
842.65	26,963
842.70	27,374
842.75	27,776
842.80	28,167
842.85	28,547
842.90	28,916
842.95	29,273
843.00	29,616
843.05	29,944
843.10	30,257
843.15	30,553
843.20	30,831
843.25	31,088
843.30	31,322
843.35	31,530
843.40	31,706
843.45	31,842
843.50	**31,919**
843.55	31,919
843.60	31,919
843.65	31,919
843.70	31,919
843.75	31,919
843.80	31,919
843.85	31,919
843.90	31,919
843.95	31,919
844.00	31,919

Chosen Valley Testing, Inc.

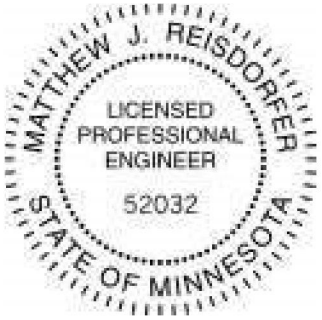
Design Phase Geotechnical Evaluation:

Proposed Crest Apartments
6221 Shingle Creek Blvd.
Brooklyn Center, Minnesota
CVT# 18020.21.MNT

Prepared for:

Ms. Leslie Roering
Senior Real Estate Developer
Aeon

Certification:



I hereby certify that this 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.

Matthew J. Reisdorfer, PE
Geotechnical Engineer
License Number 52032
Date: April 7, 2021

Chosen Valley Testing, Inc.

Geotechnical Engineering and Testing • 245 Roselawn Ave. E., Suite #29, St. Paul, MN 55117 • Telephone (651) 756-7384 • stpaul@cvtesting.com

Ms. Leslie Roering
Senior Real Estate Developer
Aeon
901 North 3rd Street, Suite 150
Minneapolis, MN 55401
lroering@aeon.org

April 7, 2021

Re: Design Phase Geotechnical Evaluation
Proposed Crest Apartment
6221 Shingle Creek Blvd.
Brooklyn Center, MN
CVT Project Number: 18020.21.MNT

Dear Ms. Roering:

We have completed the design phase geotechnical evaluation authorized for the proposed Crest Apartments in Brooklyn Center, Minnesota. This letter briefly summarizes the findings and analysis detailed in the attached geotechnical report.

Summary of Boring Results

Borings: At the surface, the borings encountered about ½ to 1 foot of topsoil. The topsoil consisted mostly of slightly organic sand with silt.

Sand fill was met below the topsoil in the northeast, east-central and southern building borings, while silt fill and clay fill were met within the west-central and center building borings. The fill materials were encountered to depths of about 1 to 6 ½ feet. Buried topsoil was met below the sand fill in the east-central boring to a depth of about 1 ½ feet below the surface.

Possible fill sand was met below the topsoil in the northwest building boring to a depth of about 4 feet. The material was judged to be possible fill as they varied in color and characteristics to that of the native soils encountered at the site, but lacked any obvious indicators, such as debris and organics.

Below the topsoil layer in the north-central building boring and stormwater borings as well as below the fill, possible fill and buried topsoil layers, the borings were dominated by clean sand and sand with silt, to depths of about 9 to 24.9 feet below the surface.

Silty sand and silty clayey sand was met below the clean sand and sand with silt layers in the southeast building boring and the stormwater borings. These borings terminated in silty sand and silty clayey sand at depths of about 11 to 24.9 feet below the surface. The remaining borings terminated in clean sand and sand with silt at depths of about 24.9 feet below the surface.

Groundwater: Water was observed in all of the borings during drilling, at depths of about 4 to 8 feet below the surface. The water levels observed corresponds to elevations of about 833 ½ to 839 ½ feet on the datum used to locate the borings. Water levels are expected to fluctuate with seasonal weather patterns, along with water levels in nearby streams and rivers.

Summary of Analysis and Recommendations

The topsoil and fill are not suitable for support of the structures and should be completely removed from below the building and oversize areas. The surficial topsoil was about ½ to 1 foot thick while the fill was met to depths of about 1 to 6 ½ feet below the surface. The buried topsoil was met to a depth of about 1 ½ feet below the surface.

Possible fill soils were met below the topsoil in the northwest apartment building boring to a depth of about 4 feet. We recommend the possible fill soil encountered be further evaluated during construction to determine its suitability. If the material is judged to be native, it can likely remain in place. If the material is judged to be fill, then it will likely need to be removed and replaced with engineered fill.

After removal of the topsoil and fill materials, the exposed subgrade is expected to consist of clean sand and sand with silt. These materials are generally suitable for supporting the building foundations and slabs. We recommend that geotechnical personnel from Chosen Valley Testing be on hand during excavations in order to evaluate the suitability of the bearing soils and their consistency with our expectations based on the soil boring and design data.

Frost-depth footings are expected to bear upon native sands or engineered fill overlying native sands. With the assumed foundation loads and implementation of the earthwork recommendations, we are of the opinion that foundations may be designed to exert bearing pressures up to 3,000 psf.

Based on this design bearing pressure, total post-construction settlements are expected to be 1 inch or less, and differential settlement is expected to be ½ inch or less between footings that are similarly loaded.

Remarks

For more details of our analysis and recommendations, please see the attached report. We appreciate the opportunity to help you on this project. If you have any questions or need additional information, please contact us at (651) 756-7384.

Sincerely,
Chosen Valley Testing, Inc.



Hannah Fischer
Graduate Geological Engineer



Matt Reisdorfer, PE
General Manager/Geotechnical Engineer

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Appendix 11

Design Phase Geotechnical Evaluation
Proposed Crest Apartment
6221 Shingle Creek Blvd.
Brooklyn Center, MN

CVT Project Number: 18020.21.MNT
April 7, 2021

A. Introduction

The intent of this report is to present our findings and describe the means used to collect the data. The data was collected for a specific purpose and may not be suitable for other purposes. We should be consulted before attempting to use the data for other uses. A complete and thorough review of the entire document, including its assumptions and its appendices, should be undertaken immediately upon receipt.

A.1. Purpose

This geotechnical report was prepared to aid design and construction of the proposed Crest Apartment in Brooklyn Center, Minnesota. Our services were authorized by Ms. Leslie Roering, Senior Real Estate Developer for Aeon.

A.2. Scope

To provide data for analysis, a total of 10 penetration test borings were authorized. The borings were drilled to depths of about 14 ½ to 24 ½ feet. Our scope included geotechnical recommendations for design of foundations, slabs, and pavements as well as recommendations for earthwork corrections and stormwater design.

A.3. Boring Locations

The boring locations were indicated to Chosen Valley Testing based on a site plan provided to us by the client. The boring location sketch in the Appendix shows the approximate locations of the soil borings as drilled, and was based on plotting GPS coordinates for the borings onto a satellite view of the site using Google Earth software.

Ground surface elevations at the borings were measured using a laser level. The finished floor of the existing building was used as a benchmark and had an understood finished floor elevation of 846.16 feet based on the ALTANSPS Land Title Survey from Sambatek, dated December 22, 2020.

A.4. Geologic Background

A geotechnical report is based on subsurface data collected for the specific structure or problem. Available geologic data from the region can help interpretation of the data and is briefly summarized in this section.

Geologic maps of the area indicate that the dominant soils in the area are terraced deposited sands overlying glacial till deposits of clays, silts and sands. The uppermost bedrock is commonly Jordan Sandstone and Prairie du Chien dolomite and is expected to be on the order of 100 to 150 feet below the surface.

B. Exploration Results

The borings were performed using penetration test procedures (Method of Test D1586 of the American Society for Testing and Materials). This procedure allows for the extraction of intact soil specimen from deep in the ground. With this method, a hollow-stem auger is drilled to the desired sampling depth. A 2-inch OD sampling tube is then screwed onto the end of a sampling rod, inserted through the hole in the auger's tip, and then driven into the soil with a 140-pound hammer dropped repeatedly from a height of 30 inches above the sampling rod. The sampler is driven 18 inches into the soil, unless the material is too hard. The samples are generally taken at 2½ to 5-foot intervals. The core of soil obtained is classified and logged by the driller and a representative portion is then sealed and delivered to the soils engineer for review.

B.1. Stratification

At the surface, the borings encountered about ½ to 1 foot of topsoil. The topsoil consisted mostly of slightly organic sand with silt.

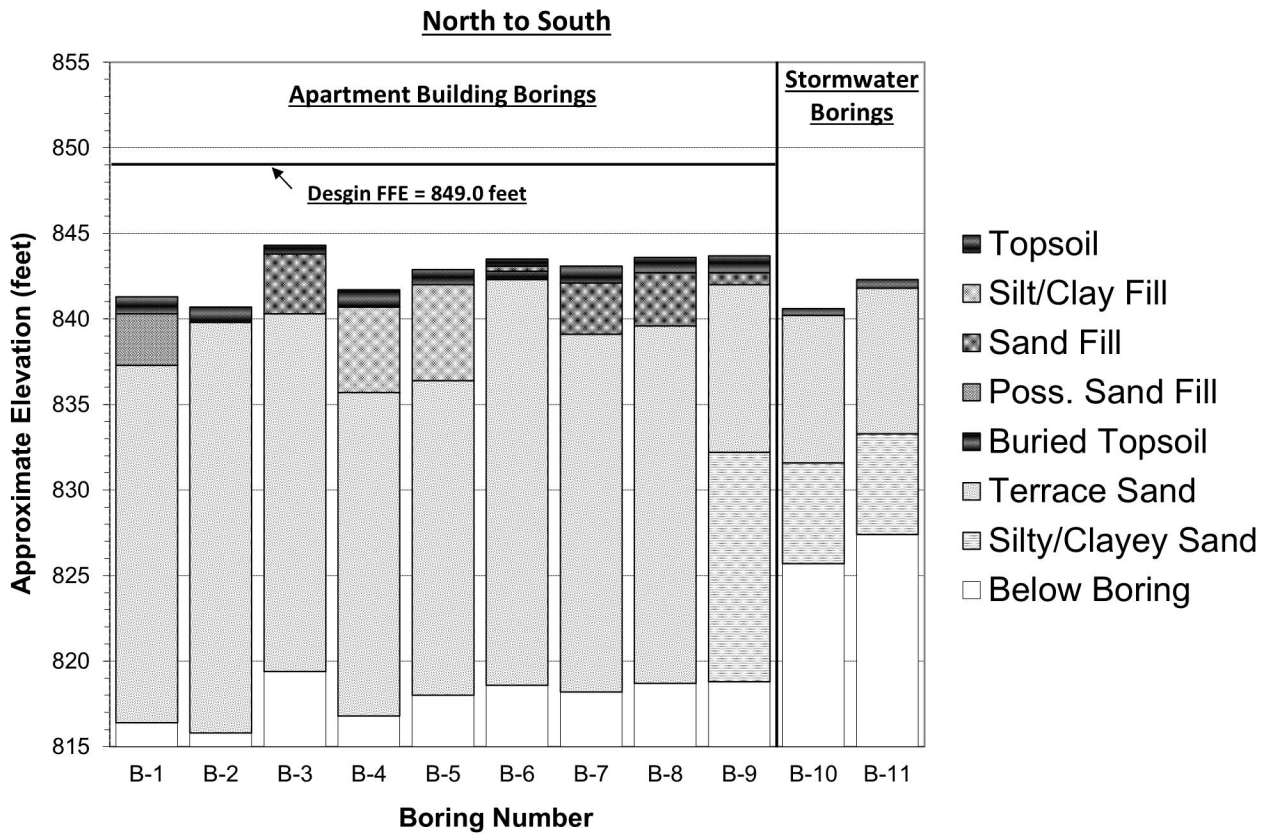
Sand fill was met below the topsoil in the northeast, east-central and southern building borings (Boring B-3, B-6 through B-9), while silt fill and clay fill were met within the west-central and center building borings (Borings B-4 and B-5). The fill materials were encountered to depths of about 1 to 6 ½ feet. Buried topsoil was met below the sand fill in the east-central boring (Boring B-6) to a depth of about 1 ½ feet below the surface.

Possible fill sand was met below the topsoil in the northwest building boring (Boring B-1) to a depth of about 4 feet. The material was judged to be possible fill as they varied in color and characteristics to that of the native soils encountered at the site, but lacked any obvious indicators, such as debris and organics.

Below the topsoil layer in the north-central building boring (Boring B-2) and stormwater borings (Borings B-10 and B-11) as well as below the fill, possible fill and buried topsoil layers, the borings were dominated by clean sand and sand with silt, to depths of about 9 to 24.9 feet below the surface.

Silty sand and silty clayey sand were met below the clean sand and sand with silt layers in the southeast building boring (Boring B-9) and the stormwater borings (Borings B-10 and B-11). These borings terminated in silty sand and silty clayey sand at depths of about 11 to 24.9 feet below the surface. The remaining borings terminated in clean sand and sand with silt at depths of about 24.9 feet below the surface.

The soil boring data has been summarized in the following cross-section. Please refer to the individual log of boring sheets for more detailed information.



B.2. Penetration and Laboratory Test Data

The number of blows needed for the hammer to advance the penetration test sampler is an indicator of soil characteristics. The number of blows to advance the sampler 1 foot is called the penetration resistance or "N"-value. The results tend to be more meaningful for natural mineral soils, than for fill soils. In fill soils, compaction tests are more meaningful.

Penetration resistance values ("N" Values) of 3 to 15 blows per foot (BPF) were recorded in the possible fill sand, terrace sand and glacial sand, indicating they were very loose to medium dense.

A key to the descriptors used to qualify the relative density of soil (such as *soft, stiff, loose,* and *dense,*) can be found on the Legend to Soil Description in the Appendix.

B.3. Ground Water Data

Methods: During drilling, the drillers may note the presence of moisture on the sampler, in the cuttings, or in the borehole itself. These findings are reported on the boring logs. Because water levels vary with weather, time of year, and other factors, the presence or lack of water during exploration is subject to interpretation and is not always conclusive.

Water was observed in all of the borings during drilling, at depths of about 4 to 8 feet below the surface. The water levels observed corresponds to elevations of about 833 ½ to 839 ½ feet on the datum used to locate the borings. Water levels are expected to fluctuate with seasonal weather patterns, along with water levels in nearby streams and rivers.

C. Design Information

Each structure has a different loading configuration and intensity, different grades, and different structural and performance tolerances. Therefore, the geotechnical exploration will be construed differently from one structure to another. If the initial structure should change design, we should be engaged to review these conditions with respect to the prevailing soil conditions. Without the opportunity to review any such changes, the recommendations may no longer be valid or appropriate.

The project consists of constructing a 5-story, slab-on-grade apartment building. The apartment building is assumed to consist of frost-depth, cast-in-place concrete foundations with the superstructure consisting of wood framed walls, joists and trusses.

Loading information was not available to us at the time of this report. The maximum wall loads are assumed to be on the order of 6 kips per linear foot or less. The maximum column loads are assumed to be on the order of 250 kips or less.

Grading information was provided to us by Aeon. The finished floor elevation of the apartment building is understood to be near elevation 849.0 feet. Based on the design finished floor elevation, new fill on the order of 5 to 8 feet above existing elevations is expected to be required

D. Analysis

The topsoil and fill are not suitable for support of the structures and should be completely removed from below the building and oversize areas. The surficial topsoil was about ½ to 1 foot thick while the fill was met to depths of about 1 to 6 ½ feet below the surface. The buried topsoil was met to a depth of about 1 ½ feet below the surface.

Possible fill soils were met below the topsoil in the northwest apartment building boring to a depth of about 4 feet. We recommend the possible fill soil encountered be further evaluated during construction to determine its suitability. If the material is judged to be native, it can likely remain in place. If the material is judged to be fill, then it will likely need to be removed and replaced with engineered fill.

After removal of the topsoil and fill materials, the exposed subgrade is expected to consist of clean sand and sand with silt. These materials are generally suitable for supporting the building foundations and slabs. We recommend that geotechnical personnel from Chosen Valley Testing be on hand during excavations in order to evaluate the suitability of the bearing soils and their consistency with our expectations based on the soil boring and design data.

Frost-depth footings are expected to bear upon native sands or engineered fill overlying native sands. With the assumed foundation loads and implementation of the earthwork recommendations, we are of the opinion that foundations may be designed to exert bearing pressures up to 3,000 psf.

Based on this design bearing pressure, total post-construction settlements are expected to be 1 inch or less, and differential settlement is expected to be ½ inch or less between footings that are similarly loaded.

E. Building Recommendations

E.1. General Grading Recommendations

E.1.a. Over-Excavations: The topsoil and fill are not suitable for support of the structures and should be completely removed from below the building and oversize areas. The surficial topsoil was about ½ to 1 foot thick while the fill was met to depths of about 1 to 6 ½ feet below the surface. The buried topsoil was met to a depth of about 1 ½ feet below the surface.

Possible fill soils were met below the topsoil in the northwest apartment building boring to a depth of about 4 feet. We recommend the possible fill soil encountered be further evaluated during construction to determine its suitability. If the material is judged to be native, it can likely remain in place. If the material is judged to be fill, then it will likely need to be removed and replaced with engineered fill.

The following table provides further detail regarding the anticipated depths of over-excavations below the structure.

Boring #	Approx. Ground Surface Elev. (Feet)	Approx. Depth of Over-Excavation below Ground Surface (Feet)	Approx. Elev. at Bottom of Over-Excavation (Feet)
B-1	841 ½	1(4*)	840 ½ (837 ½*)
B-2	840 ½	1	839 ½
B-3	844 ½	4	840 ½
B-4	841 ½	6	835 ½
B-5	843	6 ½	836 ½
B-6	843 ½	1 ½	842
B-7	843	4	839
B-8	843 ½	4	839 ½
B-9	843 ½	1 ½	842

- (x*) indicates depth of over-excavation if possible fill soils are judged to be uncontrolled fill.

E.1.b. Geotechnical Review of Bearing Materials: After removal of the topsoil and fill materials, the exposed subgrade is expected to consist of clean sand and sand with silt. These materials are generally suitable for supporting the building foundations and slabs.

We recommend that geotechnical personnel from Chosen Valley Testing be on hand during excavations in order to evaluate the suitability of the bearing soils and their consistency with our expectations based on the soil boring and design data.

E.1.c. Oversizing: Any corrective excavations should be oversized at least 1 foot beyond the foundations for each foot of fill needed below footing grade. This over-sizing can be reduced by up to 50% if rather precise staking is present during grading, and the excavation limits can be rather precisely confirmed relative to the foundations.

E.1.d. Filling and Compaction: For ease in compaction, we recommend using clean sand or gravel having less than 15% particles passing a number 200 sieve, as engineered structural fill below all foundations and basement slabs. The on-site native terrace sands encountered in the borings would be suitable for use as engineered fill. Furthermore, the on-site sand fill would likely meet this requirement, provided they are free of debris and organics.

We recommend the upper 6 inches of engineered fill placed below slabs consist of clean sand or gravel having less than 5% particles passing a number 200 sieve. The clean sand will act as a moisture barrier to prevent moisture from coming in contact with the slab.

All fill below building and oversizing areas should be compacted to a minimum of 95% of its maximum standard Proctor density (ASTM D 698).

E.2. Building Design

E.2.a. Foundation Design: For frost protection, we recommend that exterior foundations for heated structures bear on soils at least 42 inches below the exposed ground surface. Interior footings for heated structures can be placed directly below slabs. Footings for unheated structures should be placed 60 inches below the surface.

E.2.b. Bearing Capacity and Settlement: With the assumed foundation loads and implementation of the earthwork recommendations, we are of the opinion that foundations may be designed to exert bearing pressures up to 3,000 psf. This capacity includes a safety factor of at least 3 against shear failure.

Based on the loading information provided and implementation of our recommendations, total settlement of footings is expected be 1 inch or less. Differential settlement is expected to be on the order of ½ inch or less between similarly loaded footings.

E.2.c. Vapor Barrier and Drainage: If the slab will receive coverings that are less permeable than concrete, a vapor barrier should be placed below the slab. Some contractors prefer to place this barrier below sand, to limit the potential for curling.

E.2.d. Slab Design: The completed slab subgrade is expected to consist primarily of engineered granular fill overlying native sands. We recommend using a modulus of subgrade reaction of up to 250 pounds per cubic inch for these conditions.

E.2.e. Seismic Design: In accordance to the 2020 International Building Code (IBC), the site profile is considered to rate as Site Classification D.

F. Paved Area Recommendations

F.1. Stripping and Grading

We recommend completely stripping the topsoil and pavement materials from areas to receive pavements. The topsoil was about ½ foot thick at the locations explored.

After surface removals, the exposed subgrade is expected to consist of fairly clean sand. These soils are judged to be suitable for supporting pavements. We recommend scarifying, moisture conditioning and re-compacting the subgrade with a vibratory smooth drum compactor prior to placement of new fills.

If granular fill is needed, the surface receiving the granular materials should be sloped to provide positive drainage out from under the paved areas. This is intended to prevent water from ponding below the pavements and causing localized weak areas, frost boils or "bird baths."

All subgrade and subbase materials encountered within 3 feet of the bottom of pavements should be compacted to at least 98% of the soil's standard Proctor density and should be able to pass a test roll using a fully-loaded, tandem-axle dump truck. Any fill placed below this zone should be compacted to at least 95% of the soil's standard Proctor density.

F.2. Pavement Design

As mentioned, sands are expected to be the dominant materials present at subgrade elevations. These soils would be expected to have a modulus of subgrade reaction of 250 pounds per cubic inch (pci).

The proposed parking areas are assumed to receive light duty traffic. We recommend a pavement section consisting of 3 inches of bituminous (PCC) underlain by 8 inches of aggregate base for light duty traffic.

These pavement sections should be considered preliminary and subject to review by the project civil engineering consultant, based on more specific traffic loading information. The above pavement sections also assumes that the subgrade has been sufficiently scarified and compacted to pass a test roll. Observation of the test roll should be documented by qualified geotechnical personnel. The necessity of scarifying and recompaction of the subgrade would be determined by the test roll.

F.3. Pavement Maintenance

Routine maintenance is recommended for improved pavement performance and to increase pavement life. Some thermal shrinkage cracks may develop over time; therefore, pavements should be sealed with a liquid bitumen sealer to mitigate water intrusion into the base course and subgrade sections. Localized patch failures may also develop, which should be cut out and repaired. Periodic seal coating would also help preserve and assure a longer pavement life.

G. Stormwater Infiltration Recommendations

Infiltration rates were estimated for the various materials encountered at the site. The infiltration pond borings dominantly encountered clean sand followed by silty sand and silty clayey sand. The following table presents the recommended infiltration rate per soil type from the MPCA Minnesota Storm Water Manual (updated from Version 2X). Please see the individual Log of Boring sheet in the Appendix for soil classification details at each location and depth.

Unified Soil Classification System, USCS	Infiltration Rate (inches/hour)
Clean Sand (SP)	0.8
Silty Sand (SM)	0.45
Silty Clayey Sand (SC-SM)	0.06

Double-ring infiltrometer testing could be performed to provide site specific infiltration values but was not part of our initial work scope and would need to be performed at the bottom of the infiltration structure.

H. Construction Recommendations

H.1. Excavation

Tracked equipment is expected to be needed to complete the site stripping and corrective excavations. The backhoe with a smooth lip shovel should be used for deeper excavations, to limit disturbance to those materials left in place.

H.2. Groundwater/De-watering

Water was encountered in the borings during drilling, at depths of about 4 to 8 feet below the surface. The majority of the corrections are expected to occur above the water levels observed in the borings. We would expect that sump pits would likely be adequate to control any moisture in the excavations. Well points will likely be required for excavations extending below the water levels observed.

H.3. Filling and Compacting

Fill should be placed in lifts adjusted to the compactor being used and the material being compacted. We recommend limiting lifts to no more than 12 inches for the recommended fill materials – assuming large, self-propelled or tow behind compactors are used. Compaction of the silty clays may require use of static rollers or vibratory rollers operating in static mode, due to vibration effects on soil stability.

If site grading is anticipated during cold weather, we recommend that good winter construction practices be observed. All snow and ice should be removed from cut and fill areas prior to additional grading. No fill should be placed on soils that have frozen or contain frozen material. Frozen soils should not be used as fill.

H.4. Construction Testing and Documentation

The bottom of all excavations should be evaluated and documented by geotechnical personnel, after the unsuitable soils are removed from the building site, and before filling. Fill placed below building and paved areas should be evaluated for conformance to the project gradation recommendations and should be tested for compaction. If the filling proceeds during periods of freezing weather, full-time testing should be considered to help confirm that imported fill is thawed prior to and during compaction, and that all snow has been removed before placement of the fill.

Although our firm offers testing services relating to civil and structural components of the building (such as concrete testing, reinforcement observations, etc.) specification of such services is beyond our work scope and the designer should be consulted as to such requirements.

I. Level of Care

The services provided for this project have been conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in this area, under similar budget and time constraints. This is our professional responsibility. No other warranty, expressed or implied, is made.

Appendix

Boring Location Sketch

Log of Boring # 1-11

Legend to Soil Description

Chosen Valley Testing, Inc.

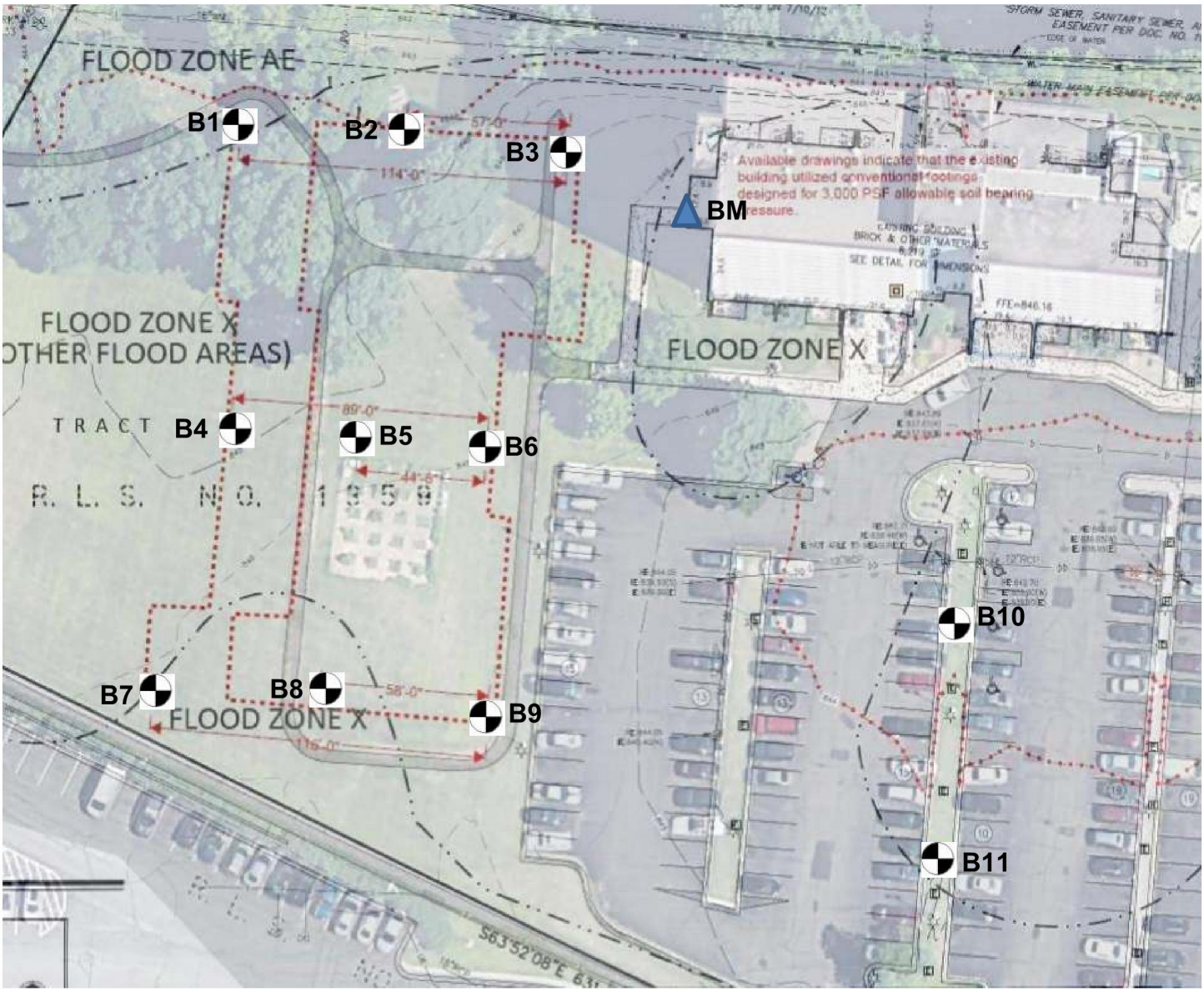
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Soil Boring Location Sketch

Proposed Crest Apartment
6221 Shingle Creek Blvd.
Brooklyn Center, Minnesota
18020.21.MNT

Legend

- Boring Locations
- Benchmark



LOG OF BORING

CHOSEN VALLEY TESTING

Chosen Valley Testing, Inc.

PROJECT: 18020.21.MNT Design Phase Geotechnical Evaluation Crest Apartment 6221 Shingle Creek Blvd. Brooklyn Center, Minnesota	BORING: **B-01** LOCATION: See attached sketch. DATE: 3/26/2021 SCALE: 1" = 3'

Elev.	Depth	USCS Symbol	Description of Materials (ASTM D 2487/2488)	BPF	WL	Tests and Notes
841.3	0.0	OL	**TOPSOIL**, Slightly Organic Poorly Graded Sand with Silt, fine-to-medium grained, trace Roots, black, moist.			Benchmark: Finished floor of existing building. Understood FFE of 846.16 feet based on ALTA/NSPS Land Title Survey from Sambatek, dated 12/22/2020.
840.3	1.0	SP	**POSSIBLE FILL**, Poorly Graded Sand, fine-to-medium grained, brown, moist.	11		
837.3	4.0	SP SM	**POORLY GRADED SAND with SILT**, fine-to-medium grained, trace Gravel, grayish brown, water bearing, loose. (Terrace Deposit)	10	▽	
832.3	9.0	SP	**POORLY GRADED SAND**, fine-to-medium grained, trace Gravel, gray, water bearing, very loose to medium dense. (Terrace Deposit)	10 4 6 7 11 5		
816.4	24.9		End boring. Water was observed at 6 feet during drilling. Boring was sealed upon completion.			

CVT STANDARD 18020.21.MNT (BROOKLYN CENTER CREST APARTMENTS).GPJ LOG A GNNN06.GDT 4/6/21

LOG OF BORING

CHOSEN VALLEY TESTING

Chosen Valley Testing, Inc.

PROJECT: 18020.21.MNT Design Phase Geotechnical Evaluation Crest Apartment 6221 Shingle Creek Blvd. Brooklyn Center, Minnesota	BORING: **B-02** LOCATION: See attached sketch. DATE: 3/26/2021 SCALE: 1" = 3'

Elev.	Depth	USCS Symbol	Description of Materials (ASTM D 2487/2488)	BPF	WL	Tests and Notes
840.7	0.0	OL	**TOPSOIL**, Slightly Organic Poorly Graded Sand with Silt, fine-to-medium grained, trace Roots, black, moist.			Benchmark: Finished floor of existing building. Understood FFE of 846.16 feet based on ALTA/NSPS Land Title Survey from Sambatek, dated 12/22/2020.
839.8	0.9	SP	**POORLY GRADED SAND**, fine-to-medium grained, trace Gravel, brown, moist to 5 feet then water bearing, loose. (Terrace Deposit)	7		
				8	▽	
			Below 7 feet, fine grained, no Gravel, gray.	6		
				7		
			Below 12 feet, fine-to-course grained, trace Gravel.	6		
				7		
				9		
				7		
815.8	24.9		End boring. Water was observed at 6 feet during drilling. Boring was sealed upon completion.			

CVT STANDARD 18020.21.MNT (BROOKLYN CENTER CREST APARTMENTS).GPJ LOG A GNNN06.GDT 4/6/21

LOG OF BORING

CHOSEN VALLEY TESTING

Chosen Valley Testing, Inc.

PROJECT: 18020.21.MNT Design Phase Geotechnical Evaluation Crest Apartment 6221 Shingle Creek Blvd. Brooklyn Center, Minnesota	BORING: **B-03** LOCATION: See attached sketch. DATE: 3/26/2021 SCALE: 1" = 3'

Elev.	Depth	USCS Symbol	Description of Materials (ASTM D 2487/2488)	BPF	WL	Tests and Notes
844.3	0.0					
843.8	0.5	OL	**TOPSOIL**, Slightly Organic Poorly Graded Sand with Silt, fine-to-medium grained, trace Roots, black, moist.			Benchmark: Finished floor of existing building. Understood FFE of 846.16 feet based on ALTA/NSPS Land Title Survey from Sambatek, dated 12/22/2020.
		SP SM	**FILL**, Poorly Graded Sand with Silt, fine grained, brown and dark brown, moist.	6		
840.3	4.0	SP SM	**POORLY GRADED SAND with SILT**, fine-to-medium grained, trace Gravel, brown, moist to 7 feet then water bearing, loose. (Terrace Deposit)	9	▽	
				8		
				9		
				10		
				10		
				9		
819.4	24.9			8		
			End boring. Water was observed at 6 feet during drilling. Boring was sealed upon completion.			

CVT STANDARD 18020.21.MNT (BROOKLYN CENTER CREST APARTMENTS).GPJ LOG A GNNN06.GDT 4/6/21

LOG OF BORING

CHOSEN VALLEY TESTING

Chosen Valley Testing, Inc.

PROJECT: 18020.21.MNT Design Phase Geotechnical Evaluation Crest Apartment 6221 Shingle Creek Blvd. Brooklyn Center, Minnesota	BORING: **B-04** LOCATION: See attached sketch. DATE: 3/26/2021 SCALE: 1" = 3'

Elev.	Depth	USCS Symbol	Description of Materials (ASTM D 2487/2488)	BPF	WL	Tests and Notes
841.7	0.0					Benchmark: Finished floor of existing building. Understood FFE of 846.16 feet based on ALTA/NSPS Land Title Survey from Sambatek, dated 12/22/2020.
840.7	1.0	OL	**TOPSOIL**, Slightly Organic Poorly Graded Sand with Silt, fine-to-medium grained, trace Roots, black, moist.			
		OL	**FILL**, Slightly Organic Silt, trace Wood debris, black, wet.	5		
			At 5 feet, layer of Poorly Graded Sand.	6		
835.7	6.0	SP SM	**POORLY GRADED SAND with SILT**, fine-to-medium grained, trace Gravel, brown, water bearing, very loose to loose. (Terrace Deposit)	6	▽	
			Below 10 feet, grayish brown.	7		
				9		
				8		
				6		
				5		
816.8	24.9		End boring. Water was observed at 8 feet during drilling. Boring was sealed upon completion.			

CVT STANDARD 18020.21.MNT (BROOKLYN CENTER CREST APARTMENTS).GPJ LOG A GNNN06.GDT 4/6/21

LOG OF BORING

CHOSEN VALLEY TESTING

Chosen Valley Testing, Inc.

PROJECT: 18020.21.MNT Design Phase Geotechnical Evaluation Crest Apartment 6221 Shingle Creek Blvd. Brooklyn Center, Minnesota	BORING: **B-05** LOCATION: See attached sketch. DATE: 3/26/2021 SCALE: 1" = 3'

Elev.	Depth	USCS Symbol	Description of Materials (ASTM D 2487/2488)	BPF	WL	Tests and Notes
842.9	0.0					
842.0	0.9	OL	**TOPSOIL**, Slightly Organic Poorly Graded Sand with Silt, fine-to-medium grained, trace Roots, black, moist.			Benchmark: Finished floor of existing building. Understood FFE of 846.16 feet based on ALTA/NSPS Land Title Survey from Sambatek, dated 12/22/2020.
		OL	**FILL**, Slightly Organic Lean Clay, black, wet.	9		
			At 5 feet, Slightly Organic Silty Sand, fine-to-medium grained, black, moist.	9	▽	
836.4	6.5	SP	**POORLY GRADED SAND**, fine-to-medium grained, trace Gravel, brown, water bearing, loose. (Terrace Deposit)	8		
			Below 10 feet, gray.	6		
				7		
				6		
				8		
				7		
818.0	24.9		End boring. Water was observed at 6 feet during drilling. Boring was sealed upon completion.			

CVT STANDARD 18020.21.MNT (BROOKLYN CENTER CREST APARTMENTS).GPJ LOG A GNNN06.GDT 4/6/21

LOG OF BORING

CHOSEN VALLEY TESTING

Chosen Valley Testing, Inc.

PROJECT: 18020.21.MNT Design Phase Geotechnical Evaluation Crest Apartment 6221 Shingle Creek Blvd. Brooklyn Center, Minnesota	BORING: **B-06** LOCATION: See attached sketch. DATE: 3/26/2021 SCALE: 1" = 3'

Elev.	Depth	USCS Symbol	Description of Materials (ASTM D 2487/2488)	BPF	WL	Tests and Notes
843.5	0.0					Benchmark: Finished floor of existing building. Understood FFE of 846.16 feet based on ALTA/NSPS Land Title Survey from Sambatek, dated 12/22/2020.
843.1	0.4	OL	**TOPSOIL**, Slightly Organic Poorly Graded Sand with Silt, fine-to-medium grained, trace Roots, black, moist.			
		SP				
842.8	0.7	OL				
842.2	1.3	SP	**FILL**, Poorly Graded Sand, brown.			
			BURIED TOPSOIL, Slightly Organic Poorly Graded Sand with Silt.	7		
			POORLY GRADED SAND, fine-to-medium grained, brown, moist to 7 feet then water bearing, very loose to loose.		▽	
			(Terrace Deposit)	5		
			Below 7 feet, trace Gravel.	10		
834.5	9.0					
		SP SM	**POORLY GRADED SAND with SILT**, fine-to-medium grained, trace Gravel, brown, water bearing, medium dense.	11		
			(Terrace Deposit)			
			At 12 feet, no Gravel.	15		
829.5	14.0					
		SP	**POORLY GRADED SAND**, fine-to-medium grained, trace Gravel, grayish brown, water bearing, loose.	7		
			(Terrace Deposit)			
			At 20 feet, layer of Silty Sand.	7		
818.6	24.9			6		
			End boring. Water was observed at 4 feet during drilling. Boring was sealed upon completion.			

CVT STANDARD 18020.21.MNT (BROOKLYN CENTER CREST APARTMENTS).GPJ LOG A GNNN06.GDT 4/6/21

LOG OF BORING

CHOSEN VALLEY TESTING

Chosen Valley Testing, Inc.

PROJECT: 18020.21.MNT Design Phase Geotechnical Evaluation Crest Apartment 6221 Shingle Creek Blvd. Brooklyn Center, Minnesota	BORING: **B-07** LOCATION: See attached sketch. DATE: 3/26/2021 SCALE: 1" = 3'

Elev.	Depth	USCS Symbol	Description of Materials (ASTM D 2487/2488)	BPF	WL	Tests and Notes
843.1	0.0	OL	**TOPSOIL**, Slightly Organic Poorly Graded Sand with Silt, fine-to-medium grained, trace Roots, black, moist.			Benchmark: Finished floor of existing building. Understood FFE of 846.16 feet based on ALTA/NSPS Land Title Survey from Sambatek, dated 12/22/2020.
842.1	1.0	SP SM	**FILL**, Poorly Graded Sand with Silt, fine-to-medium grained, dark brown, moist.	9		
839.1	4.0	SP	**POORLY GRADED SAND**, fine grained, brown, moist to 7 feet then water bearing, very loose to medium dense. (Terrace Deposit)	6	▽	
			Below 7 feet, fine-to-medium grained, trace Gravel.	15		
				6		
				7		
				8		
				5		
818.2	24.9			6		
			End boring. Water was observed at 6 feet during drilling. Boring was sealed upon completion.			

CVT STANDARD 18020.21.MNT (BROOKLYN CENTER CREST APARTMENTS).GPJ LOG A GNNN06.GDT 4/6/21

LOG OF BORING

CHOSEN VALLEY TESTING

Chosen Valley Testing, Inc.

PROJECT: 18020.21.MNT Design Phase Geotechnical Evaluation Crest Apartment 6221 Shingle Creek Blvd. Brooklyn Center, Minnesota	BORING: **B-08** LOCATION: See attached sketch. DATE: 3/26/2021 SCALE: 1" = 3'

Elev.	Depth	USCS Symbol	Description of Materials (ASTM D 2487/2488)	BPF	WL	Tests and Notes
843.6	0.0					Benchmark: Finished floor of existing building. Understood FFE of 846.16 feet based on ALTA/NSPS Land Title Survey from Sambatek, dated 12/22/2020.
842.7	0.9	OL	**TOPSOIL**, Slightly Organic Poorly Graded Sand with Silt, fine-to-medium grained, trace Roots, black, moist.			
		SP SM	**FILL**, Poorly Graded Sand with Silt, fine-to-medium grained, trace Gravel, brown and dark brown mixed, moist.	5		
839.6	4.0					
		SP SM	**POORLY GRADED SAND with SILT**, fine-to-medium grained, trace Gravel, brown, moist to 7 feet then water bearing, loose. (Terrace Deposit)	7	▽	
				8		
834.6	9.0					
		SP	**POORLY GRADED SAND**, fine-to-medium grained, trace Gravel, brown, water bearing, loose to medium dense. (Terrace Deposit)	13		
				8		
				10		
				10		
				8		
818.7	24.9					
			End boring. Water was observed at 6 feet during drilling. Boring was sealed upon completion.			

LOG OF BORING

CHOSEN VALLEY TESTING

Chosen Valley Testing, Inc.

PROJECT: 18020.21.MNT Design Phase Geotechnical Evaluation Crest Apartment 6221 Shingle Creek Blvd. Brooklyn Center, Minnesota	BORING: **B-09** LOCATION: See attached sketch. DATE: 3/26/2021 SCALE: 1" = 3'

Elev.	Depth	USCS Symbol	Description of Materials (ASTM D 2487/2488)	BPF	WL	Tests and Notes
843.7	0.0	OL	**TOPSOIL**, Slightly Organic Poorly Graded Sand with Silt, fine-to-medium grained, trace Roots, black, moist.			Benchmark: Finished floor of existing building. Understood FFE of 846.16 feet based on ALTA/NSPS Land Title Survey from Sambatek, dated 12/22/2020.
842.7	1.0	SP	**FILL**, Poorly Graded Sand, brown, moist.			
842.0	1.7	SP SM	**POORLY GRADED SAND with SILT**, fine-to-medium grained, trace Gravel, brown, moist to 7 feet then water bearing, very loose to medium dense. (Terrace Deposit)	5		
				3	▽	
				13		
				4		
832.2	11.5	SC SM	**SILTY CLAYEY SAND**, fine-to-medium grained, trace Gravel, gray, wet, loose to medium dense. (Glacial Till)	9		
				11		
				9		
818.8	24.9			9		
			End boring. Water was observed at 6 feet during drilling. Boring was sealed upon completion.			

CVT STANDARD 18020.21.MNT (BROOKLYN CENTER CREST APARTMENTS).GPJ LOG A GNNN06.GDT 4/6/21

LOG OF BORING

CHOSEN VALLEY TESTING

Chosen Valley Testing, Inc.

PROJECT: 18020.21.MNT Design Phase Geotechnical Evaluation Crest Apartment 6221 Shingle Creek Blvd. Brooklyn Center, Minnesota	BORING: **B-10** LOCATION: See attached sketch. DATE: 3/26/2021 SCALE: 1" = 3'

Elev.	Depth	USCS Symbol	Description of Materials (ASTM D 2487/2488)	BPF	WL	Tests and Notes
840.6	0.0					Benchmark: Finished floor of existing building. Understood FFE of 846.16 feet based on ALTA/NSPS Land Title Survey from Sambatek, dated 12/22/2020.
840.2	0.4	OL	**TOPSOIL**, Slightly Organic Poorly Graded Sand with Silt, fine-to-medium grained, trace Roots, black, moist.			
		SP	**POORLY GRADED SAND**, fine-to-medium grained, trace Gravel, brown, moist to 5 feet then water bearing, very loose to loose. (Terrace Deposit)	7	▽	
				4		
				5		
831.6	9.0	SM	**SILTY SAND to SILTY CLAYEY SAND**, fine-to-medium grained, trace Gravel, gray, wet, loose to medium dense. (Glacial Till)	9		
				9		
825.7	14.9			11		
			End boring. Water was observed at 4 feet during drilling. Boring was sealed upon completion.			

CVT STANDARD 18020.21.MNT (BROOKLYN CENTER CREST APARTMENTS).GPJ LOG A GNNN06.GDT 4/6/21

LOG OF BORING

CHOSEN VALLEY TESTING

Chosen Valley Testing, Inc.

PROJECT: 18020.21.MNT Design Phase Geotechnical Evaluation Crest Apartment 6221 Shingle Creek Blvd. Brooklyn Center, Minnesota	BORING: **B-11** LOCATION: See attached sketch. DATE: 3/26/2021 SCALE: 1" = 3'

Elev.	Depth	USCS Symbol	Description of Materials (ASTM D 2487/2488)	BPF	WL	Tests and Notes
842.3	0.0					
841.8	0.5	OL	**TOPSOIL**, Slightly Organic Poorly Graded Sand with Silt, fine-to-medium grained, trace Roots, black, moist.			Benchmark: Finished floor of existing building. Understood FFE of 846.16 feet based on ALTA/NSPS Land Title Survey from Sambatek, dated 12/22/2020.
		SP	**POORLY GRADED SAND**, fine grained, trace Gravel, brown, moist to 7 feet then water bearing, very loose to loose. (Terrace Deposit)	7	▽	
			At 7 feet, fine-to-medium grained, trace Gravel.	5		
833.3	9.0					
		SM	**SILTY SAND**, fine-to-medium grained, trace Gravel, gray, wet, loose. (Glacial Till)	7		
				9		
827.4	14.9			10		
			End boring. Water was observed at 4 feet during drilling. Boring was sealed upon completion.			

CVT STANDARD 18020.21.MNT (BROOKLYN CENTER CREST APARTMENTS).GPJ LOG A GNNN06.GDT 4/6/21

UNIFIED SOIL CLASSIFICATION (ASTM D-2487/2488)

MATERIAL TYPES	CRITERIA FOR ASSIGNING SOIL GROUP NAMES			GROUP SYMBOL	SOIL GROUP NAMES & LEGEND
COARSE-GRAINED SOILS >50% RETAINED ON NO. 200 SIEVE	GRAVELS >50% OF COARSE FRACTION RETAINED ON NO 4. SIEVE	CLEAN GRAVELS <5% FINES	Cu>4 AND 1<Cc<3	GW	WELL-GRADED GRAVEL
			Cu>4 AND 1>Cc>3	GP	POORLY-GRADED GRAVEL
		GRAVELS WITH FINES >12% FINES	FINES CLASSIFY AS ML OR CL	GM	SILTY GRAVEL
			FINES CLASSIFY AS CL OR CH	GC	CLAYEY GRAVEL
	SANDS >50% OF COARSE FRACTION PASSES ON NO 4. SIEVE	CLEAN SANDS <5% FINES	Cu>6 AND 1<Cc<3	SW	WELL-GRADED SAND
			Cu>6 AND 1>Cc>3	SP	POORLY-GRADED SAND
		SANDS AND FINES >12% FINES	FINES CLASSIFY AS ML OR CL	SM	SILTY SAND
			FINES CLASSIFY AS CL OR CH	SC	CLAYEY SAND
FINE-GRAINED SOILS >50% PASSES NO. 200 SIEVE	SILTS AND CLAYS LIQUID LIMIT<50	INORGANIC	PI>7 AND PLOTS>"A" LINE	CL	LEAN CLAY
			PI>4 AND PLOTS<"A" LINE	ML	SILT
		ORGANIC	LL (oven dried)/LL (not dried)<0.75	OL	ORGANIC CLAY OR SILT
	SILTS AND CLAYS LIQUID LIMIT>50	INORGANIC	PI PLOTS >"A" LINE	CH	FAT CLAY
			PI PLOTS <"A" LINE	MH	ELASTIC SILT
		ORGANIC	LL (oven dried)/LL (not dried)<0.75	OH	ORGANIC CLAY OR SILT
HIGHLY ORGANIC SOILS		PRIMARILY ORGANIC MATTER, DARK IN COLOR, AND ORGANIC ODOR		PT	PEAT

Relative Proportions of Sand and Gravel

TERM	PERCENT
Trace	< 15
With	15 - 29
Modifier	> 30

Relative Proportions of Fines

TERM	PERCENT
Trace	< 5
With	5 - 12
Modifier	> 12

Grain Size Terminology

TERM	SIZE
Boulder	< 12 in.
Cobble	3 in. - 12 in.
Gravel	#4 sieve to 3 in.
Sand	#200 sieve to #4 sieve
Silt or Clay	Passing #200 sieve

SAMPLE TYPES

Hollow Stem

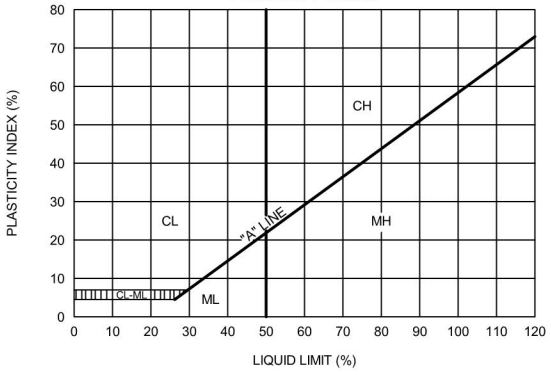
Standard Penetration Test

TEST SYMBOLS

MC	-	MOISTURE CONTENT	LL	-	LIQUID LIMIT
OC	-	ORGANIC CONTENT	PI	-	PLASTISITY INDEX
CN	-	CONSOLIDATION	SW	-	SWELL TEST
DD	-	DRY DENSITY	UU		Unconsolidated Undrained triaxial
PP	-	POCKET PENETROMETER			
RV	-	R-VALUE			
SA	-	SIEVE ANALYSIS			
P200	-	% PASSING #200 SIEVE			

- WATER LEVEL (WITH TIME OF) MEASUREMENT

PLASTICITY CHART



PENETRATION RESISTANCE
(RECORDED AS BLOWS / 0.5 FT)

SAND & GRAVEL		SILT & CLAY		
RELATIVE DENSITY	BLOWS/FOOT*	CONSISTENCY	BLOWS/FOOT*	COMPRESSIVE STRENGTH (TSF)
VERY LOOSE	0 - 4	VERY SOFT	0 - 1	0 - 0.25
LOOSE	4 - 10	SOFT	2 - 3	0.25 - 0.50
MEDIUM DENSE	10 - 30	RATHER SOFT	4 - 5	0.50 - 1.0
DENSE	30 - 50	MEDIUM	6 - 8	
VERY DENSE	OVER 50	RATHER STIFF	9 - 12	1.0 - 2.0
		STIFF	13 - 16	
		VERY STIFF	17 - 30	2.0 - 4.0
		HARD	OVER 30	OVER 4.0

* NUMBER OF BLOWS OF 140 LB HAMMER FALLING 30 INCHES TO DRIVE A 2 INCH O.D. (1-3/8 INCH I.D.) SPLIT-BARREL SAMPLER THE LAST 12 INCHES OF AN 18-INCH DRIVE (ASTM-1586 STANDARD PENETRATION TEST).

Chosen Valley Testing

Job No. 18020.21.MNT

LEGEND TO SOIL DESCRIPTIONS

CVT Chosen Valley Testing, Inc.

CVT 18020.21.MNT (BROOKLYN CENTER CREST APARTMENTS).GPJ 4/6/21

Council Regular Meeting

DATE: 6/28/2021

TO: City Council
FROM: Dr. Reggie Edwards, Acting City Manager
THROUGH: N/A
BY: Meg Beekman, Community Development Director

SUBJECT: Resolution Authorizing a Community Engagement Pilot Program with Community Partners for the Opportunity Site

Requested Council Action:

– Motion to approve a resolution authorizing a community engagement pilot program with community partners for the Opportunity Site

Background:

In April 2018, the City of Brooklyn Center awarded a Preliminary Development Agreement to Alatus for 35 acres of EDA-owned property within the Opportunity Site. In 2019, the scope of Alatus' focus narrowed to a smaller 15-acre area known as Blocks 11, 12, and 13 of the Opportunity Site.

At the same time, the City took the lead on an effort to update the 2006 Opportunity Site Master plan that would provide an implementation strategy for the full 80-acre area. The master planning effort included a a public engagement process centered on developing and refining a Master Plan for the entire 80-acre area that aligns with and reflects the desires and needs expressed by local community members.

The engagement process was kicked-off by a series of workshops facilitated by LISC that produced a final report, written by community members, outlining guiding principles for the development of the Opportunity Site as well as a list of outcomes that the development might achieve.

The consultant team then took the results of that work and went out into community through a series of pop-up and in-person open houses designed to verify and prioritize that were produced in the LISC workshop series.

In an effort to deepen engagement with underrepresented communities, an engagement working group was formed. The group was comprised of organizations and agencies within the community that were able to reach specific targeted communities. The goal was to co-create an engagement strategy that would allow greater representational input from the community. The goal was to enter into individual contracts with participating organizations to have them assist with the engagement work itself. While this work began with groups like Brooklyn Bridge Alliance for Youth and individuals such as Jude Nnadi completing focused and targeted engagement with the community. The pandemic disrupted the process and engagement efforts were put on hold in April 2020. In addition, there was not agreement by all participants about what the role of the working group and their responsibilities. This caused a breakdown in communication and a perception that there was lack of transparency and accountability in the process. The City learned from this experience and endeavors to do better in the future. A complete summary of the master planning process

and engagement work to date is attached to this report.

The intention is to now kick-off a reboot of that work and provide an engagement strategy that addresses the shortcomings of the initial engagement efforts while ensuring that those most impacted by development on the Opportunity Site have the ability to shape the outcomes of the project. Participants of the last Engagement Working Group, along with community partners and council members were consulted as part of creating this engagement framework.

In January 2021, staff began a discussion with the City Council about what that engagement process might look like. At that meeting, the City Council and community members expressed points of particular concern related to the Opportunity Site Master Plan public engagement process to date, and the corresponding Alatus development of Blocks 11, 12, and 13. These concerns are outlined below.

Opportunity Site Master Plan Concerns:

- Quality and quantity of engagement done to date
- Potential gaps in the targeted groups and individuals included and/or informed in the public engagement process
- Lack of trust in the process and the people involved
- Lack of clarity regarding where the City Council is leading and/or making decisions in the Master Plan process

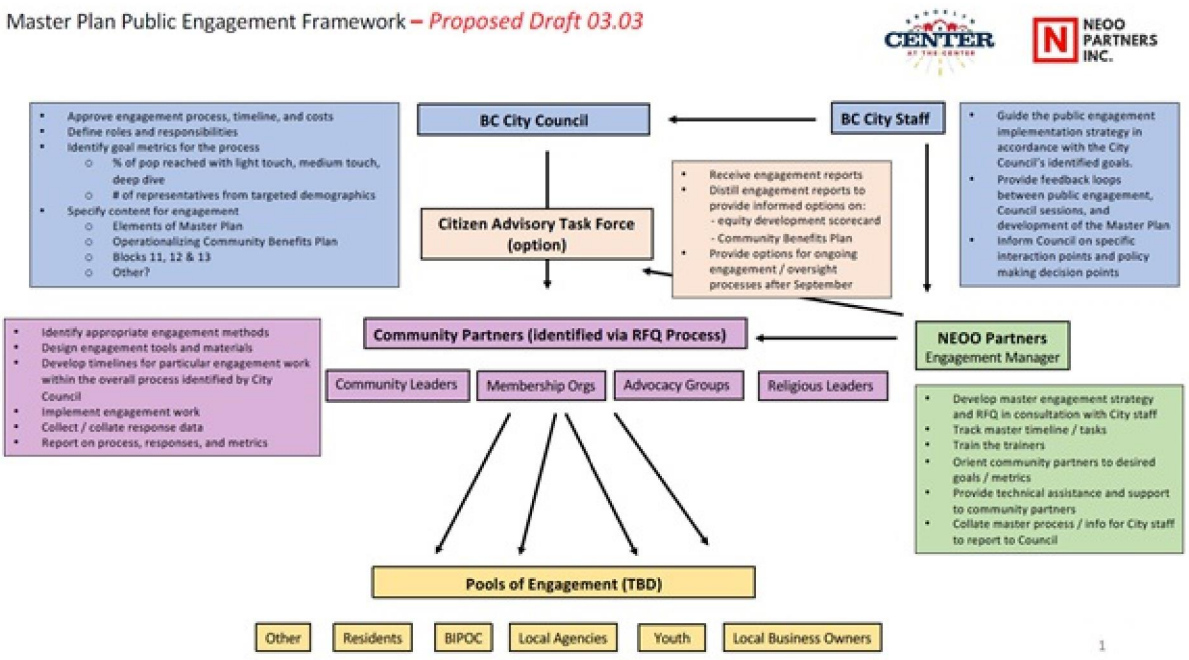
Alatus Development (Blocks 11, 12, and 13) Concerns:

- Lack of information on the preliminary development plan
- Conflation of the Master Planning process and Alatus site approval process
- Lack of clarity about where there are City Council touchpoints in this development approval process

In order to address these concerns, City engaged NEOO Partners, a firm particularly skilled in place-based community driven development strategies, to develop a public engagement strategy that will provide 1) tools for deeper levels of transparency between the public, City staff, and the City Council, and 2) clarity of the roles and responsibilities of City Council, City staff, selected Community Partners, the public, and any prospective development partners. The goal for this higher level of transparency and a shared vision is to ensure that a robust, comprehensive, and meaningful public engagement process happens, and that residents, stakeholders, and the City Council are all aware of the anticipated community benefits from private investment on the Opportunity Site.

Engagement Strategy

In March 2021, NEOO Partners presented to the City Council a community-based engagement strategy (attached) that would empower community partners to define the engagement tools and strategies that work best for reaching their particular communities, while clearly defining the role and responsibility of the City Council, its staff and consultant team in this effort.



As part of their engagement strategy, NEOO Partners identified different methods of engagement, which would require different levels of investment in terms of staff time, resources, and process timeline. NEOO Partners provided a range of engagement strategies that correlate with varying cost and time options in the table below.

Engagement Level	Light Touch	Medium Touch		Deep Dive	
	Inform	*Consult*	*Involve*	*Collaborate*	*Defer*
Community Engagement Goals	Provide community with relevant information	Gather input from the community	Ensure community needs and assets are integrated into process and inform planning	Ensure community capacity to play a leadership role in implementation of decisions	Foster democratic and equity by placing full decision-making in the hands of the community; bridge divide between community and governance
Potential Activities	Flyers / Mailers, Fact sheets, City Council presentations, Facebook Live community meetings, Explainer videos, Website updates	Public comment, Community forums, Surveys, Other	House meetings, Interactive workshops, Polling, Focus groups, Other	Working groups, Community Organizing, Citizen Advisory Committees, Open Planning Forums, Other	Community-driven planning, Consensus building, Participatory action research, Cooperatives, Other
Oversight / Support	City Staff & Consultants, NEOO Partners	City Staff & Consultants, NEOO Partners	City Staff & Consultants, NEOO Partners	City Staff & Consultants, NEOO Partners	City Staff & Consultants, NEOO Partners
Timeline	8-12 weeks w/ ongoing updates	10-16 weeks	16-20 weeks	16-24 weeks	24+ weeks / ongoing
Budget / Contract Max Per Community Partner	$15,000	$25,000	$25,000	$50,000	$50,000

*Adapted from *From Community Engagement to Ownership*, An Urban Sustainability Directors Network Innovation Fund Project conducted by Facilitating Power, Movement Strategy Center, and the National Association of Climate Resilience Planners

The NEOO team proposed engagement efforts, which would focus on the existing draft Master Plan, but more specifically the planned development along blocks 11,12, and 13 by Alatus and their development partners. This would allow people to focus the engagement process on tangible projects, with prospective partnerships and real-time community benefits.

In addition, this approach allows the engagement process to function as a pilot, assisting the City to learn and adjust as the process unfolds, setting benchmarks and precedents for public engagement on the entirety of the Opportunity Site Redevelopment, as well as other future development projects in the City of Brooklyn Center.

The intention is to do engagement in new and more community-driven ways, that has not been done before, and to learn from the process to inform future engagement efforts the City will undertake.

Community Partner Response

NEOO Partners on behalf of the City of Brooklyn Center released a Request for Qualifications to solicit interested community partners to provide community engagement activities for its Opportunity Site. Eleven community partners responded to the request. NEOO Partners, the Community Engagement Manager for the project, reviewed the proposals submitted and interviewed ten community partners who expressed interest in moving forward after learning more about the project. Community partners were then asked to submit a detailed scope and itemized budget reflecting how they would engage the community. A total of seven organizations submitted proposals with ranges from $10,000- $229,000 to provide various community engagement activities in target communities. Proposals included strategies in all three ranges, light touch, medium touch and deep dive.=

The total ask from the proposals was $553,000. Descriptions of each community partner organization, and a summary budget of the work, is included as an attachment to this report.

After reviewing the proposals NEOO Partners developed a scope of services for community engagement that streamlined and structured the process. This would allow the Community Partners to deliver community engagement more efficiently, and eliminate duplicative efforts.

NEOO Partners is advising the City of Brooklyn Center to contract with up to 10 community partners who are representative of the diverse community within the city.

NEOO Partners is further asking the City Council to consider a total engagement budget of $300,000 to be dispersed contractually to community partners to perform certain engagement activities over a five month period occurring July 1- December 1. This will allow flexibility to deliver community engagement in an iterative way, and make adjustments as the process unfolds to ensure there are no gaps.

ACER has submitted a proposal to assist NEOO Partners and the City with coordination of the process, and to fill in the gaps related to demographic targeted groups, as they become apparent. They will also convene the Citizen Advisory Taskforce as part of their role. A separate contract would be provided to ACER to conduct this work.

At least one contract will be issued to a community partner to develop, design, and market the engagement activity in coordination with the other community partners. This will ensure consistent messaging and branding, and eliminate the need to duplicate this task among the community partners. This scope of work is attached to this report.

The balance of the organizations will fall under a Community Partner scope of work (attached). The average engagement contract for each community partner organization would be $25,000 to $40,000 and is within the range of standard for this level of engagement work.

Attached are draft engagement scopes that list the community engagement activities that the community partners will be expected to perform.

Additionally, here is the proposed timeline of engagement activities from July 1 to December 1, 2021. This is an extended timeline from that which was presented by NEOO Partners in March, which had the engagement wrapping up in August. The process has been delayed due to the recent civil unrest, and community partners requested additional time to do their work. the development team has agreed that the engagement is a critical process and has in turn delayed their land use submission timeline to align with the engagement timing.

Recommendation

NEOO Partners is recommending that the City Council authorize a budget of up to $300,000 to contract with up to 10 community partner organizations in order to deliver the community engagement strategy. The authorization would allow flexibility to work in an iterative way with the community partners to ensure that the process is broad sweeping, yet efficient.

Budget Issues:

Staff is seeking up to $300,000 from the TIF 3 fund to support this community engagement strategy.

Inclusive Community Engagement:

The purpose of this request is to deliver a deep and meaningful community engagement process which focuses on those residents most likely to be impacted by the development.

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

Inclusive Community Engagement

ATTACHMENTS:

Description	Upload Date	Type
Description of Community Partners	6/9/2021	Backup Material
Budget Range	6/8/2021	Backup Material
Marketing Community Partner Scope of Work	6/8/2021	Backup Material
Community Partner Scope of Work	6/8/2021	Backup Material
Engagement Narrative	3/4/2021	Backup Material
190004 Public Engagement	3/4/2021	Backup Material
Resolution	6/14/2021	Resolution Letter

Description of Community Partners Brooklyn Center Opportunity Site

Mwanyagetinge Org. is a 501c3 organization that aims to provide services to the Kenyan immigrant community in Minnesota. A significant number resides within Brooklyn Center. We strive to significantly improve the well-being of all members through education, economic development, social and welfare programs, sustainable partnerships, and advocacy.

Minnesota Africans United operates within community engagement work by collaborating with sub-contractors that represent different African nations that are represented in Minnesota. For this particular work, we will sub-contract with the following groups: Off the Blue Couch, Peace Global Health Foundation, Ignite Business Investment Women's Group, Christ United Methodist Church, Twin Cities African Center of Influence/Kenya Community, Cavalla Travel and Tour, MBJ Fashion, MJ Accent, Saint Alphonsus Catholic Church, Brooklyn Center, and Triumph Graphics.

Minnesota Institute for Nigerian Development (MIND) is the umbrella organization representing all Nigerians in the State of Minnesota. In other words, MIND is the representative of many other Nigerian ethnic cultural organizations. The organization draws its membership from all Nigerian ethnic cultural groups living in Minnesota

MAC Minnesota African Coalition has evolved to be a reliable partner to the city of Brooklyn Center and fierce advocate of the marginalized communities in the city. MAC has hands-on experience working with African immigrant community groups that have been historically marginalized, and left out of traditional community engagement and public planning processes. We have built trust with these communities through continuous collaboration and interactions with community organizations, businesses, individuals, troubled youths, concerned mothers, single moms, leaders, and involvement in small and big community-based projects. MAC wil also be partnering with **PAADIO** to provide engagement activities.

LIBA-Diaspora was founded to aid, counsel, assist and protect the interests of Liberian-owned and minority business in the diaspora while working to preserve free competitive enterprise. We engage in advocacy, partnerships and projects that promote entrepreneurship, build business capacities and foster
dialogue on economic development and private sector issues and challenges; with the goal of promoting solutions and best practices that lead to sustained economic growth and private sector empowerment.

Empire Smile as a culturally responsive media agency that educates, informs, and promotes community events/news using three major formats.

Brooklyn Bridge Alliance for Youth will focus and center young adults (aged 15 – 25 years old) who live or attend school in Brooklyn Center. Additionally, we plan to hire at least four students (Youth Organizing Team [YOT]) to help lead, design, facilitate, coordinate, and organize youth. These students will be local and be a mix of high school and college-aged youth.

Paadio Consulting is a social enterprise focused on economic inclusion programs for racial equity. We specialize in community engagement, micro business development, and wealth building, specifically for underrepresented communities - African immigrants and the larger BIPOC population. Our presence is embedded in Brooklyn Center, which gives us a local perspective within one of the most diverse communities in the midwest.

Breakdown of Activities and Costs	**Per Community Partner**		
Study Area Map	$2,500.00	$2,500.00	$2,500.00
Community Profile	$1,500.00	$1,500.00	$1,500.00
Flyers Design and Dissemination	$1,000.00	$1,000.00	$1,000.00
Surveys Design and Disseminaton	$1,000.00	$1,000.00	$1,000.00
Questionanaires Design and Dissemination	$1,000.00	$1,000.00	$1,000.00
Video Content for Advertising	$2,500.00	$2,500.00	$2,500.00
Audio Content for On-Air advertising	$2,000.00	$2,000.00	$2,000.00
Conduct Community-wide Meetings (range 2-4)	$5,000.00	$7,500.00	$8,000.00
Conduct Focus Group Meetings (range 2-5)	$5,000.00	$10,000.00	$13,000.00
Engagement at one Community Event	$2,500.00	$2,500.00	$2,500.00
Pictures taken at event	$200.00	$200.00	$200.00
Attend four monthly partner check in meetings	$800.00	$800.00	$800.00
Total	$25,000.00	$32,500.00	$36,000.00

$2,500.00
$1,500.00
$1,000.00
$1,000.00
$1,000.00
$2,500.00
$2,000.00
$10,000.00
$15,000.00
$2,500.00
$200.00
$800.00

$40,000.00

The City of Brooklyn Center is partnering with a pool of qualified community partners to lead and implement a variety of community engagement activities from targeted demographic groups. Feedback solicited through the engagement process will inform and shape the Opportunity Site Pilot Project.

The community engagement activities will also inform future public and private investments and shape a Community Benefits Plan, which will outline how the Opportunity Site can achieve identified metrics that will support a local thriving community.

In order to ensure that the Opportunity Site benefits existing and future residents it is imperative that a diverse and representative cross section of the community is able to provide input on the plan. The following scope outlines the tasks and deliverables.

Project Details

The Pilot Project consists of the proposed development of approximately 15 acres located within the 85 acre Opportunity Site. The Pilot Project Development Team is led by the development company, Alatus working in partnership with Project for Pride in Living and Resurrecting Faith World Ministries. The proposed plan for the Pilot Project includes a mix of housing, small business incubator space, and community amenities, such as an event center, public plaza, and public art. The purpose of the community engagement activities is to provide input on the proposed development strategy to ensure it meets the current and future community needs and influence additional potential uses of the site.

Scope

Task 1: Develop and Disseminate Collateral Materials
Community Partners will develop content and design for the Brooklyn Center Opportunity Site for distribution across social media platforms, email, city website, and for print.

Community Partners will also post and/or distribute content and materials across its social media platforms and by email.

Community Partnerswill provide materials to the city and other community partners for dissemination.

Deliverable: Flyers, Surveys, Questionnaires in an electronic file compatible for upload to instagram, Facebook, whats app, website, email and for print.

Timeframe: July 1, 2021

Task 2: Coordinate and Manage Marketing Across Various Local Platforms
Community Partners will work with local media agencies to market projects. This includes providing audio or video content to local broadcast stations, spotify or other identified podcast/radio productions, and youtube channels.

Deliverable: Microsoft Word Document
Timeframe: Ongoing Monthly/ Bi-weekly throughout the project period

Task 3: Develop Video and Audio Content for distribution
Community Partners will develop video and audio content for distribution across various platforms. The content will be used to increase community engagement and create excitement surrounding the pilot project. Community Partners will develop one audio file and two video files. The video file will include content about the opportunity site and a call to action for community engagement. The second video file will include content reflecting the actual engagement activities such as footage from town hall meetings and feedback.

Deliverables: Audio file, Video files
Timeline: November 1, 2021

Task 4: Solicit community input and feedback pertaining to the development of the Pilot Project Site

Community Partners will solicit community input and feedback from targeted demographic groups during community engagement activities and additional engagement activities where applicable such as comments left under videos posted on youtube, facebook, or during podcasts. Community Partners will capture input and compile into a written report, summarizing engagement activities and results of input.

Deliverable: Report compiling data (template will be provided)collected. A report must be submitted following each community engagement activity.
Timeline: November 1, 2021

Task 5: Reporting and Administration
Community Partners will provide monthly status reports that include milestones reached, challenges encountered, and next steps. Community partners will also provide a monthly itemized invoice. Community partners are required to attend the Project Kickoff Meeting to discuss the project and scope of work in detail. Meeting attendees are the Project Development Team including the Community Engagement Manager and City Staff. Community Partners are encouraged to come with questions. Community partners must also attend partner check-in meetings with the Community Engagement Manager, NEOO Partners. It is anticipated that three

partner check-in meetings will be held throughout the project period. However, additional meetings may be required including those with city officials.

Deliverable: Progress report in Microsoft Word, Itemized Invoice
Timeline: Tentative dates:
Kickoff July 7,
Partner Check-In August 10,
Partner Check-In September 14,
Partner Check-In October 12
City Council/Public Release December 2021

The City of Brooklyn Center is partnering with a pool of qualified community partners to lead and implement a variety of community engagement activities from targeted demographic groups. Feedback solicited through the engagement process will inform and shape the Opportunity Site Pilot Project.

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Scope

Task 1: Identify Neighborhood Engagement Targeted Study Area
Community Partners will provide a targeted neighborhood map and/or neighborhood street boundaries that clearly identifies where community engagement activities will take place.

Deliverable: Neighborhood map, written street boundaries of engagement area
Timeframe: July 1, 2021

Task 2: Develop Community Profile that is reflective of the Neighborhood Study Area
Community Partners will develop a community profile of the targeted demographic group that includes neighborhood population, age profile grouped in the following categories
(> 25, 25-55, 56-70, >70 year old), race/ethic group.

Deliverable: Microsoft Word Document
Timeframe: November 1, 2021

Task 3: Facilitate Community Engagement Activities
Community partners will engage in and lead four community engagement activities and at least one additional engagement activity throughout the course of the project. The goal is to solicit input from at least 10 percent of the targeted demographic group. Community Partners will engage in the following activities:

A. Two Neighborhood-wide meetings
    a. One neighborhood-wide meeting will be held to introduce the project, goals, and process
    b. One neighborhood-wide meeting will be held to solicit community input

B. Two Focus Group Meetings
    a. Two focus group meeting will be held to solicit comments using surveys and questionnaires

C. Additional Engagement Activities such as dissemination of surveys, flyers, and questionnaires at community events, such as festivals, churches, and through online forums

Deliverables: Pictures taken at event, sign-in sheets, agenda, and powerpoint presentations
Timeline: November 1, 2021

Task 4: Solicit community input and feedback pertaining to the development of the Pilot Project Site

Community Partners will solicit community input and feedback from targeted demographic groups during community engagement activities and additional engagement activities. Community Partners will capture input and compile into a written report, summarizing engagement activities and results of input.

Deliverable: Report compiling data (template will be provided) using surveys and questionnaires. A report must be submitted following each community engagement activity.
Timeline: November 1, 2021

Task 5: Reporting and Administration
Community Partners will provide monthly status reports that include milestones reached, challenges encountered, and next steps. Community partners will also provide a monthly itemized invoice. Community partners are required to attend the Project Kickoff Meeting to discuss the project and scope of work in detail. Meeting attendees are the Project Development Team including the Community Engagement Manager and City Staff. Community Partners are encouraged to come with questions. Community partners must also attend partner check-in meetings with the Community Engagement Manager, NEOO Partners. It is anticipated that three

partner check-in meetings will be held throughout the project period. However, additional meetings may be required including those with city officials.

Deliverable: Progress report in Microsoft Word, Itemized Invoice
Timeline: Tentative dates:
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Partner Check-In October 12
City Council/Public Release December 2021

Additionally, below is the scope of work to be performed by ACER.

ACER will fill in the present gaps in communities that are not represented. Recruit additional organizations from the SE Asian and Latinx communities.
• Provide technical assistance to these community groups in conducting community engagement.

Convene Citizen Advisory Taskforce
• Design process for Citizen Advisory Taskforce
• Recruit members of the CAT through open community process
• Level set the CAT on the Opportunity Site Development
• Apply iterative process between the CAT and the community engagement to ensure that the voices of community are being heard and are accurately represented at this table
• Receive engagement reports
• Distill engagement reports to provide informed options on:
- equity development scorecard
- Community Benefits Plan
• Provide options for ongoing engagement / oversight processes after September

Community Engagement
• Conduct 4 focus groups
Pools of people to engage:
• Residents – Renter community
• Local Business owners
• Local organizations
• Regional Stakeholders

Recruitment, level setting of organizations and providing technical assistance and tools:
Recruitment – 40 hours @ $35/hr
Level setting & Technical assistance – 40 hours @ $50/hr
Community Engagement:
Outreach – 30 hours @ $35/hr
Facilitation – 12 hours @ $70/hr
Citizen Advisory Taskforce:

Design – 30 hours @ $50/hr
Recruitment – 30 hours @ $35/hr
Meeting preparation, documentation & Reporting – 50 hours @ $50/hr
Facilitation – 40 hours @ $70/hr

BROOKLYN CENTER MASTER PLAN PUBLIC ENGAGEMENT NARRATIVE

1. Problem Statement

In April 2018, the City of Brooklyn Center awarded a Preliminary Development Agreement to Alatus for 35 acres of EDA-owned property within the Opportunity Site. In 2019, the scope of Alatus' focus narrowed to a smaller 15-acre area known as Blocks 11, 12, and 13 of the Opportunity Site. Additionally, since early 2019, the City, along with its consultant team, have spearheaded a public engagement process centered on developing and refining a Master Plan for the entire 80-acre area known as the Opportunity Site that aligns with and reflects the desires and needs expressed by local community members. In January 2021, the City Council expressed points of particular concern related to the Opportunity Site Master Plan public engagement process to date, and the corresponding Alatus development of Blocks 11, 12, and 13.

These concerns are outlined below.

Opportunity Site Master Plan
Concerns:

- Quality and quantity of engagement done to date
- Potential gaps in the targeted groups and individuals included and/or informed in the public engagement process
- Lack of trust in the process and the people involved
- Lack of clarity regarding where the City Council is leading and/or making decisions in the Master Plan process

Alatus Development (Blocks 11, 12, and 13)
Concerns:

- Lack of information on the preliminary development plan
- Conflation of the Master Planning process and Alatus site approval process
- Lack of clarity about where there are City Council touchpoints in this development approval process

2. Macro Strategy

In order to address these concerns, City staff is working in consultation with NEOO Partners to develop a public engagement strategy that will provide 1) tools for deeper levels of transparency between the public, City staff, and the City Council, and 2) clarity of the roles and responsibilities of City Council, City staff, selected Community Partners, the public, and any prospective development partners. The goal for this higher level of transparency and a shared vision is to ensure that a robust, comprehensive, and meaningful public engagement process happens, and that residents, stakeholders, and the City Council are all aware of the anticipated community benefits from private investment on the Opportunity Site.

The following pages outline a proposed Master Plan Public Engagement Framework developed and led by NEOO Partners, the Engagement Manager, to guide the City through a process and enable concrete decisions to be made about the appropriate engagement process, timeline, and monetary investment. Additionally, this framework seeks to aid the City Council in establishing specific parameters regarding the content for engagement and the goals related to the metrics that will measure robust community input in the Master Plan process.

3. Role of the Engagement Manager

NEOO Partners is a burgeoning local MBE with a growing national practice at the intersection of community engagement, commercial real estate development, and urban planning. The firm uses a Racial Equity and an Environmental Restorative Development framework to center their work on people through a place-based strategy lens.

A core element of their work is community engagement. The NEOO Partners team believes that community engagement is best done through a capacity building framework called “Raise the B.A.R.R." This framework builds upon the idea that community members are the best people to engage their communities. The NEOO Partners team also holds that community engagement has traditionally been done in an extractive manner where community members give all sorts of information to organizations and in return they receive little value or personal capacity building in the process. This is why the B.A.R.R. model represents a shift in thinking about community engagement.

B. = Balance: In almost every community the aspirations for “what could be?” typically outpace the availability of financial resources or technical expertise to make it happen. In this portion of work, the NEOO team focuses on creating balance in the mind of community members and community partners between Reality and Aspirations.

A.= Awareness: Secondly, most community members tend to have affinity towards certain programs, event spaces, and places of commerce. This preference has the tendency to impair individuals' ability to see other locations which provide amenities, resources, or options for commerce as valuable, or "for them". The work is truly focused on understanding community member preferences while also supporting an increased awareness of existing assets to prevent the dilution of resources for items that are already provided in the community.

R&R. = Relationships and Resources: Lastly, capacity building as community engagement would be remiss without intentional relationship building and resource allocation in support of community members / partner organizations in leading the engagement in their community.

4. Role of Community Partners / RFQ

The Public Engagement Framework begins with the understanding that empowering trusted Community Partners to lead the public engagement process is a critical avenue for convening strong, rich and meaningful dialogues that value and respect stakeholder feedback.

Developing transparent and authentic dialogues between community members and City leadership will result in actively shaping the priorities not only for the Opportunity Site Master Plan but also the direct community benefits residents can expect from private investment.

In light of this, the public engagement strategy involves working with the Engagement Manager, to identify trusted Community Partners that will work alongside the City Council in reaching different pockets of the Brooklyn Center community. These Community Partners would be tasked with the important work of developing community engagement tools, messaging, and methods for engaging the targeted community groups; some of which are the hardest to reach through traditional planning engagement processes.

Along these lines, City Staff will work with the City Council to outline the specific engagement content, a clear list of preferred engagement methods / priorities, and target populations for engagement.

These conditions will inform a Request For Qualifications process which will allow for community members, including individuals, churches, for-profit and nonprofit organizations to apply to be a community partner for the next phase of public engagement on the Opportunity Site Master Plan. The RFQ process provides transparency around what the City intends to get out of a community engagement process, and the roles and responsibilities of all parties.

The respondents will be evaluated, and selected respondents to this RFQ will be entered into a Pre-Approved Community Engagement Pool. The City then would have the ability to select targeted respondents based upon their ability to reach hard to reach communities. The Engagement Manager would work with each respondent to right size scopes and responsibilities during the engagement process, and ensure the progress made by the selected Community Partners is done in a timely manner.

5. Engagement Content / Education

An important aspect of the Public Engagement Framework involves the Public Education component mentioned in NEOO Partners' Balance and Awareness phases of the B.A.R.R model. Ultimately, the City Council would set the parameters, boundaries, and limits of the engagement to take place.

To prepare for the larger engagement framework process, the Engagement Management Team has created three focus areas for public education.

1. **History**: This content will involve educating the local community on the engagement work done to date, particularly related to the land uses and the processes of engagement already achieved to inform the current draft of the Master Plan and the initial concepts presented in the Alatus preliminary site plan for Blocks 11, 12, and 13. This component will likely involve a centralized website managed by the Engagement Manager that serves as a clearinghouse of information related to prior work done around community engagement, as well as draft stages of the Master Plan and preliminary development plans for Blocks 11, 12, and 13.

2. **Master Plan**: This content will be focused on continuing to identify and refine the desired and prioritized uses and goals for the Opportunity Site Master Plan in alignment with expressed community values, additional shaping and programming of the public spaces in accessible and equitable ways, and further determining the scale and impact of the Master Plan goals within the broader community.

3. **Community Benefits**: This content will work to provide direct linkages between the Master Plan's goals and priorities and how these are operationalized to meet tangible outcomes/benefits for residents in the Brooklyn Center community. Content focus areas within community benefits might include jobs, housing, parks, infrastructure, amenities, revenues, tax disparities, and opportunities for entrepreneurial catalyzation.

City staff anticipate working with the City Council to develop a prioritized list of content areas for focused public education and engagement as it relates to each of these outlined focus areas.

NEOO Partners will synthesize the community feedback gathered from Community Partners and create shareable summary documents for community stakeholders and the

City Council to see their engagements reflected in tangible results, and, furthermore, how those tangible results are reflected in the strategies for achieving community benefits.

6. Methods of Engagement

There are varying degrees of public engagement to be addressed through the outlined Public Engagement Framework. These fall into three categories, which have been termed as light touch, medium touch, and deep dive.

1. *Light touch*: This level of public engagement is the least involved and represents a methodology for generally informing the public through trusted messengers while providing opportunities for voluntary response. This approach does not ask for direct input or feedback from targeted community representatives or in relationship to specific components of the process or plans. Examples of light touch methods could include:
    a. City-controlled Master Plan website as a clearinghouse of information related to work done to date, drafts of the various plans / benefits, and options for submitting comments and questions via email or a website form.
    b. Facebook Live events as a means for sharing City staff presentations or Council work discussions with the broader public and allowing for public comments during the event that could be collected to inform the Master Plan.
    c. Mailers delivered to constituents that include information such as:
        i. Overview of the Master Plan
        ii. Link to the City Master Plan website
        iii. QR code for general survey questions

2. *Medium touch*: This level of public engagement involves proactive and targeted sharing of information with particular groups / community constituents with specific requests for constituent input related to particular components of the Master Plan. Examples of medium touch methods could include:
    a. Online forums for specific resident / business groups within an identified geography that address:
        i. Overview of the Master Plan
        ii. Opportunities for gathering individual comments / feedback related to specific components of the Plan
        iii. Follow up link to targeted survey questions
    b. Door knocking within specific geographies to discuss Master Plan and ask targeted questions to gather constituent input.
    c. Targeted surveys with most impacted target groups.

3. *Deep Dive*: This level of engagement involves highly focused conversations with specific groups of community representatives. These conversations are meant to be directive in shaping the goals and priorities established in the Master Plan, as well as setting the appropriate guidelines and metrics for how the goals and priorities are

operationalized and achieved through specific Community Benefits standards set forth in individual development projects pursued within the Opportunity Site. Examples of deep dive methods could include:

a. Convene working groups with most impacted target groups that involve deliberate discussions and asking detailed questions to shape the Master Plan and Community Benefits.

b. Attend specific community task force meetings to share information, lead deliberate discussions and ask detailed questions around the Master Plan and Community Benefits. This might include venues such as school board, chamber of commerce, neighborhood associations, rotary, and others.

c. Developing a Citizen Advisory Engagement Task Force that consists of community voices tasked with receiving and distilling the reports from the Community Partners in order to provide the Council and City staff with a series of informed options related to a Community Benefits Plan and an equitable development scorecard.

Engagement Level	**Light Touch**	**Medium Touch**		**Deep Dive**	
	Inform	*Consult*	*Involve*	*Collaborate*	*Defer*
Community Engagement Goals	Provide community with relevant information	Gather input from the community	Ensure community needs and assets are integrated into process and inform planning	Ensure community capacity to play a leadership role in implementation of decisions	Foster democratic and equity by placing full decision-making in the hands of the community; bridge divide between community and governance
Potential Activities	Flyers / Mailers, Fact sheets, City Council presentations, Facebook Live community meetings, Explainer videos, Website updates	Public comment, Community forums, Surveys, Other	House meetings, Interactive workshops, Polling, Focus groups, Other	Working groups, Community Organizing, Citizen Advisory Committees, Open Planning Forums, Other	Community-driven planning, Consensus building, Participatory action research, Cooperatives, Other
Oversight / Support	City Staff & Consultants, NEOO Partners	City Staff & Consultants, NEOO Partners	City Staff & Consultants, NEOO Partners	City Staff & Consultants, NEOO Partners	City Staff & Consultants, NEOO Partners
Timeline	8-12 weeks w/ ongoing updates	10-16 weeks	16-20 weeks	16-24 weeks	24+ weeks / ongoing
Budget / Contract Max Per Community Partner	$15,000	$25,000	$25,000	$50,000	$50,000

*Adapted from *From Community Engagement to Ownership*, An Urban Sustainability Directors Network Innovation Fund Project conducted by Facilitating Power, Movement Strategy Center, and the National Association of Climate Resilience Planners

7. Implementation

Implementation of the Public Engagement Framework will be directed by City staff in accordance with the processes, timeline, and costs approved by City Council. Furthermore, in support of City staff, NEOO Partners will serve as the Engagement Manager. Initially, in consultation with City staff, NEOO Partners will develop and lead the Community Partners RFQ process. Following the selection of Community Partners by the City, NEOO Partners will directly manage the Community Partners and public engagement master task list to ensure the engagement efforts are coordinated, well-implemented, and reported clearly to the City.

The Community Partners selected through the RFQ process will take the lead in identifying the appropriate methods of engagement that align with the City's established parameters for public engagement standards. Each Community Partner will be tasked with designing the necessary engagement tools and materials as well as implementing the specific engagement work particular to their target groups for engagement. Additionally, the Community Partners will be responsible for collecting and collating the response data to provide clear reports on the process, responses, and metrics they have achieved with their public engagement work.

NEOO Partners will provide a comprehensive document that synthesizes the public engagement work led by each of the Community Partners, highlighting the goals and priorities that should inform the Master Plan as well as providing recommendations for operationalizing Community Benefits in regard to particular developments.

Citizen Advisory Task Force Option: In addition to the on-the-ground engagement work led by the Community Partners, a Citizen Advisory Task Force could be convened to play a role in distilling the community engagement reports produced by the Community Partners into a series of informed options that help guide the City Council and City staff in the formulation of a Community Benefits Plan and an equitable development scorecard. A successful Citizen Advisory Task Force will need to have a clear definition of and direction on their role, specific mechanisms for group management and/or touchpoints with City staff and NEOO Partners, and expectations related to any deliverables.

8. Timeline

The proposed timeline for implementing this Public Engagement Framework is as follows:

March 2021	- City staff presents Master Plan Public Engagement Framework strategy / process

	- City Council approves Master Plan Public Engagement process, budget, timeline - City staff and NEOO Partners develop and issue RFQ for selecting Community Partners to lead public engagement - *City staff and NEOO Partners develop selection process and issue RFQ for Citizen Advisory Task Force (option)*
April 2021	- City approves pool of Community Partners - NEOO Partners coordinates master engagement strategy and supports Community Partners in identifying appropriate engagement strategies and tools - Community Partners begin public engagement work with NEOO technical assistance - *City Council selects / approves Citizen Advisory Task Force members (option)*
May - Sept 2021	- Community Partners implement public engagement work with NEOO technical assistance - *City staff and NEOO Partners support Citizen Advisory Task Force with technical assistance related to Master Plan and frameworks for Community Benefits Plan and equitable development scorecards (option)*
Sept 2021	- Community Partners report on engagement work - *Citizen Advisory Task Force distills engagement reports into a set of informed options related to the Community Benefits Plan and equitable development scorecard, which are presented to City Council (option)* - City Council makes decisions on the parameters of the Community Benefits Plan and equity development scorecard - NEOO Partners collates results of engagement work and compiles a comprehensive report that outlines goals and priorities for the Master Plan along with the proposed Community Benefits Plan for operationalization with particular development work - City staff share drafts with City Council for discussion and approval - NEOO collaborates with Community Partners *and Citizen Advisory Task Force (option)* to determine the requisite scope for the next phase of community engagement
October 2021	- City drafts / incorporates community feedback into Master Plan

During March - September 2021, City staff will share relevant reports and discussion points every 2 weeks at City Council work sessions to review corresponding components of the Opportunity Site Master Plan and the engagement work being accomplished.

9. Pilot Project Approach

Community Engagement, especially within the context of capacity building can be very nebulous during a Master Planning process. Oftentimes, we have found it to be more beneficial to ground the community engagement efforts in tangible and more present programs or development scenarios. In the City of Brooklyn Center, the Opportunity Site represents a minimum of 10 years of visioning, planning, recalibrating, and implementation. It is not realistic to engage the public in the present with forecasted minds for ten years. The present needs are too great, the pressure from civil unrest, America's collective racial consciousness, and tremendous downward pressure on "normal" social interactions caused by the COVID-19 pandemic, will cause blockages in all relative ability for rational residents to "dream, forecast, or plan."

The NEOO team is proposing to use the existing Master Plan, but more specifically the planned development along blocks 11,12, and 13 by Alatus, along with Project for Pride in Living (PPL), and Resurrecting Faith World Ministries (RFWM), to focus the engagement process on tangible projects, with prospective partnerships and real-time community benefits.

Not only will this ground the community with real projects and partnerships, but it will also intentionally assist City Council along with the City's Planning and Development Staff to set benchmarks and precedents for public engagement on the entirety of the Opportunity Site Redevelopment, as well as forthcoming Community Development and Planning projects in the City of Brooklyn Center.

10. Role of Community Partners

Similar to the community engagement process prescribed for the Opportunity Site Master Plan, NEOO Partners, the Engagement Manager will work with the City to determine the appropriate Community Partners from the Pre-Approved Community Engagement Pool to help reach most impacted target groups for engagement. These selected Community Partners will work alongside the City and Alatus, PPL, and RFWM to maintain an open and transparent dialogue related to the development of Blocks 11, 12 and 13. NEOO Partners will provide technical review of the team's plan for community engagement and ensure the plan and processes align with the City's standards. Additionally, oversight by NEOO Partners will make sure that the appropriate feedback loops are being captured and considered for refining the Alatus, PPL, and RFWM development along with operationalizing the corresponding community benefits to be achieved.

11. Engagement Content / Education

The content specific to the Alatus, PPL, and RFWM development will be centered on Blocks 11, 12, and 13. In particular this will include providing information and collecting input on the proposed housing components, business incubator, community theater, public spaces, public art, parking, and connectivity of the blocks. This process will include creating mutual understanding for the development of a Community Benefits Plan that will ensure accountability and be included into the Development Rights Agreement between the City of Brooklyn Center and Alatus. The Development Agreement will serve as a template for future development phases and projects on the Opportunity Site.

12. Methods of Engagement

Particular methods of engagement will be decided upon in collaboration and consultation with Alatus, PPL, and RFWM, selected Community Partners, City staff, and NEOO Partners. NEOO Partners will provide oversight and direction to ensure that acceptable levels of participation and engagement are achieved according to the standards set forth by City staff and City Council. These might include components of light touch, medium touch, and deep dive methods as described in the Opportunity Site Master Plan Public Engagement framework.

13. Implementation

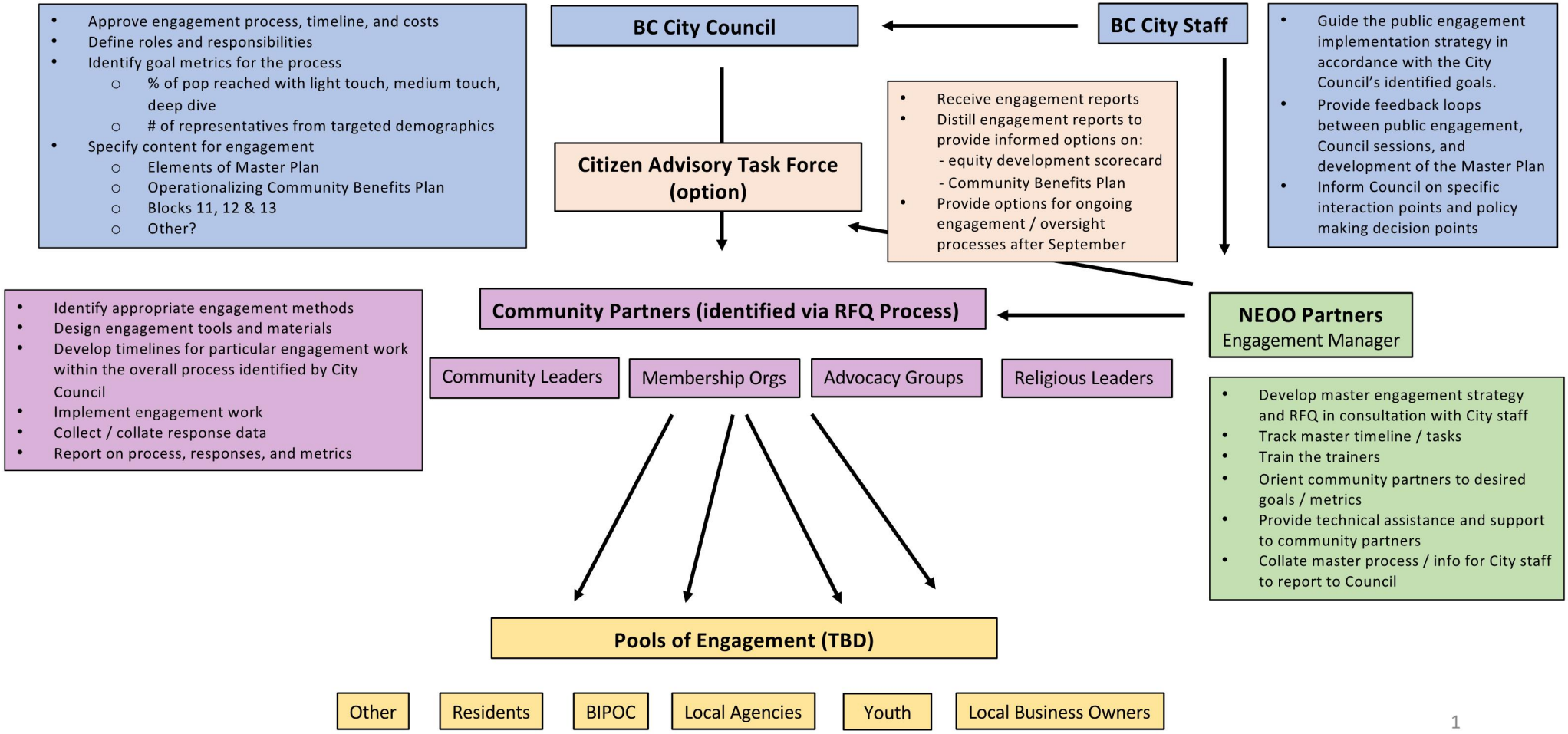
The Community Partners will lead the implementation of this engagement work in partnership with Alatus, PPL, and RFWM , with oversight from NEOO Partners and City staff. The engagement will result in a formal report back to the City Council as well as direct improvements and alterations to the Master Plan blocks 11,12 and 13.

14. Timeline

The proposed timeline for implementing this Pilot Project engagement strategy in relationship to the Master Plan Engagement Strategy is as follows:

March 2021	- City staff presents Master Plan Public Engagement Framework strategy / process - City Council approves Master Plan Public Engagement process, budget, timeline - City staff presents Pilot Project Approach for Blocks 11, 12, & 13 - City Council approves Pilot Project Approach - City staff and NEOO Partners develop and issue RFQ for selecting Community Partners to lead public engagement
April 2021	- City approves pool of Community Partners - NEOO Partners manages the selection of Community Partners and the corresponding engagement strategies and tools to guide Pilot Project community engagement with Alatus, PPL, and RFWM
May - Aug 2021	- Alatus, PPL, and RFWM work with Community Partners to implement public engagement work with oversight by NEOO Partners and the City
August 2021	- Alatus submits for Entitlements
Aug - Sept 2021	- Alatus, PPL, and RFWM refine development plan for Blocks 11, 12, and 13 and presents corresponding draft of the Pilot Project Community Benefits for discussion, review, and approval by City staff and City Council
Sept/Oct 2021	- Entitlements received for Blocks 11, 12, and 13

Master Plan Public Engagement Framework – *Proposed Draft 03.03*



Downtown Brooklyn Center : Public Engagement Activities

2019

ROUND 1 ENGAGEMENT

In Person
12 Engagements ### people attended

On Line
name and results

Youth Engagement
81 participants ages 14-18 yrs

PAADIO Meetings
300 people attended
117 Surveys

LISC Corridor Initiative Sessions
4 Workshops
150 people attended

RESULTS AND OUTCOMES
> 1000 direct engagements
> 30 meetings

January 2020
Draft Master Plan

2020

ROUND 2 ENGAGEMENT

WORKING COMMITTEE*

BROOK BRIDGE
ALLIANCE FOR YOUTH
JUDE NNADI

COVID

On Line
Project Website

RESULTS AND OUTCOMES
2500 direct engagements
140,000 website hits

2021

ROUND 2 REBOOT ENGAGEMENT

Pool of Community Partners

Engagement Manager

Master Plan

Phase 1 Pilot

Fall 2021

Master Plan
- » Trechnical studies
- » Community Benefits Plan

Phase 1 Pilot
- » EAW
- » Development Agreement

*** Working Committee**
ACER, CAPI, OLM, LIBA, Alliance for Metropolitan Stability, Brooklyn

Member introduced the following resolution and moved its adoption:

RESOLUTION NO. 2021-___

RESOLUTION AUTHORIZING A COMMUNITY ENGAGEMENT PILOT PROGRAM WITH COMMUNITY PARTNERS FOR THE OPPORTUNITY SITE

WHEREAS, in 2018 the City of Brooklyn Center ("City") entered into a preliminary development agreement with Alatus regarding the development of the 35 acre Opportunity Site and in 2019 the focus of the agreement was narrowed to a 15 acre area known as Blocks 11, 12, and 13 ("Reduced Development Area"); and

WHEREAS, the City of Brooklyn Center ("City") has also been engaged in a process to update the 2006 Opportunity Site Master Plan ("Plan") originally developed for the entire 80 acre Opportunity Site; and

WHEREAS, the process to update the Plan involved community engagement, but the City Council determined that additional public engagement was needed before moving forward with the development of this critical community asset; and

WHEREAS, the City formed a engagement working group among various community groups to co-create an engagement strategy with greater community representation; and

WHEREAS, an updated engagement strategy was presented to the City Council in March 2021; and

WHEREAS, the City sought interest from community organizations to provide assistance in implementing the revised engagement strategy and several organizations responded with proposals; and

WHEREAS, the City would like to move forward with a pilot project to engage up to 10 organizations that would serve as community partners to assist the City in its enhanced community engagement process, particularly with respect to the Reduced Development Area, with a budget for this pilot project not to exceed $300,000; and

WHEREAS, the City Council is committed to having a more inclusive and transparent process to gather community input regarding the development of the Opportunity Site and determines the proposed pilot project to contract with community partners to carry out a more effective community engagement process is in the best interests of the community.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Brooklyn Center as follows:

1. The proposed pilot project to contract with community partners to carry out an enhanced community engagement strategy for development of the Opportunity Site is approved.

2. The City Council approves a not to exceed budget for the pilot project of $300,000.

3. The Acting City Manager is authorized and directed to enter into contracts with community partners to undertake the enhanced community engagement process and to take such other actions, and to execute such additional documents as may be needed, to carry out the pilot project on behalf of the City.

_____ _____

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 Regular Meeting

DATE: 6/28/2021

TO: City Council
FROM: Dr. Reggie Edwards, Acting City Manager
THROUGH: N/A
BY: City Council

SUBJECT: City Manager Appointment

Requested Council Action:

Background:

The issue of appointment of the Acting City Manager was discussed at the June 7, 2021, Work Session and after much discussion there was a consensus of the Council to bring it to the June 14, 2021 City Council meeting which was then tabled to the June 28, 2021 City Council meeting due to the number of councilmembers present at the June 14, 2021 meeting.

Timeline to date:

- June 28, 2021 - Consideration of Appointing Dr. Edwards as City Manager
- June 14, 2021 - Tabled due to the number of councilmembers present
- June 7, 2021 - Discussion of City Manager appointment
- May 10, 2021 - Approved Dr. Edwards' pay adjustment for duties as Acting City Manager
- May 3, 2021 - Initial discussion
- April 12, 2021 - Dr. Edwards appointed Acting City Manager

Budget Issues:

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Council/EDA Work Session
VIRTUAL meeting being conducted by electronic means in accordance with Minnesota Statutes, section 13D.021 Public portion available for connection via telephone Dial: 1-312-626-6799 Meeting ID: 92710125463# Passcode: 7635693300#
June 28, 2021

AGENDA

ACTIVE DISCUSSION ITEMS

1. Commission Appointments

PENDING LIST FOR FUTURE WORK SESSIONS

1. Pending Items

Council/EDA Work Session

DATE: 6/28/2021

TO: City Council
FROM: Dr. Reggie Edwards, Acting City Manager
THROUGH: N/A
BY: Dr. Reginald Edwards, Acting City Manager

SUBJECT: Commission Appointments

Requested Council Action:

Background:

Currently, the City Council has no formal written policy regarding the method and procedures for making appointments to advisory commissions.

Historically, the Council's approved practice has required staff to provide public notice when a commission vacancy occurred. The primary means of public notice has been through the Sun Post, City Web Site, Social Media and public announcement at community and Council meetings.

All applications have been directed to and received by the City Clerk who has forwarded said applications to the Mayor and Council members for review.

Historically, the Mayor has interviewed candidates and made a recommendation to the City Council for Council consent.

Most recently, names were submitted to the City Council for consideration by the Mayor and they were approved by the City Council. After the meeting it was determined that two of the approved individuals had not submitted an application to the Office of the Clerk. As a result the Council received no written application information to consider in advance.

This a signification departure from previous Council direction and therefore we are seeking Council direction.

In addition, the issue of timely appointments has been raised by several Commission members and Councilmembers. The enabling resolutions for most of our Council advisory commissions say that commissioners who have not been reappointed at the end of their term shall continue to serve until there replacement has been appointed and qualified.

The question raised by Commissioners has been how long should they be expected to continue to serve after their term has expired.

Policy Questions

1. As way of promoting constancy and transparency does the Council desire the development of policy that more clearly codifies the method and process for Commission appointments?

2. Does the Council have specific recommendations to resolve the questions regarding the application process or the timeliness of appointments and or reappointments?

3. Does Council wish to continue with the status quo?

Budget Issues:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

ATTACHMENTS:

Description	Upload Date	Type
City Commission	5/27/2021	Backup Material
Charter Commission letter	5/27/2021	Backup Material

Commission Serving with Expired Terms

Financial Commission – Total of 7 seats and currently 2 vacancies

Name	Last Appointment Date	Term Ending Date
Teneshia Kragness	1/8/18	12/31/20 *
David Dwapu	1/8/18	12/31/20 *
Taofeek Ishola	6/10/19	12/31/21
Emmanuel Kpaleh	6/9/20	12/31/23
Dean Van Der Werf	12/14/15	12/31/18
(*) Term expired and application on file for reappointment		

Resolution 99-110

Members' Term of Office: Members of the Commission shall be appointed by the Mayor with majority consent of the Council. The terms of office shall be staggered three-year terms, except that any person appointed to fill a vacancy occurring prior to the expiration of the term for which his or her predecessor was appointed shall be appointed only for the remainder of such term. Upon expiration of his or her term of office, a member shall continue to serve until his or her successor is appointed and shall have qualified. Terms of office for members of the Commission shall expire on December 31 of respective calendar years.

In the event an appointed Commissioner suffers from an extended illness, disability, or other activity preventing proper fulfillment of duties, responsibilities, rules and regulations of the Commission, the Commissioner may be temporarily replaced by an interim Commissioner appointed by the Mayor with majority consent of the City Council.

Housing Commission – Total of 7 seats and currently 2 vacancies

Name	Last Appointment Date	Term Ending Date
Paul Oman	3/12/18	12/31/18 *
Kathie Amdahl	1/17	12/31/19 *
Mark Goodell	1/8/18	12/31/20 *
De'Ja Carter	3/8/21	12/31/23
Michael Donnelly	3/8/21	12/31/23
(*) Term expired and application on file for reappointment		

Resolution 2006-47
Members' Term of Office: Members of the Commission shall be appointed by the Mayor with majority consent of the Council. The terms of office shall be staggered three-year terms, except that any person appointed to fill a vacancy occurring prior to the expiration of the term for which his or her predecessor was appointed shall be appointed only for the remainder of such term. Upon expiration of his or her term of office, a member shall continue to serve until his or her successor is appointed and shall have qualified. Terms of office for members of the Commission shall expire on December 31 of respective calendar years.

In the event an appointed Commissioner suffers from an extended illness, disability, or other activity preventing proper fulfillment of duties, responsibilities, rules and regulations of the Commission, the Commissioner may be temporarily replaced during the temporary leave by an interim Commissioner appointed by the Mayor with majority consent of the City Council.

Park & Recreation Commission – Total of 7 seats and currently 2 vacancies

Name	Last Appointment	Term Ending Date
Travis Bonovsky	1/1/17	12/31/19 *
Gail Ebert	1/1/17	12/31/19 *
Bud Sorenson	1/1/18	12/31/20 *
Tanisha Lungelow	6/8/20	12/31/23
Natalie Branch	3/8/21	12/31/24
(*) Term expired and application on file for reappointment		

Resolution 98-13
Members' Term of Office: Members of the Commission shall be appointed by the Mayor with majority consent of the Council. The terms of office shall be staggered three-year terms, except that any person appointed to fill a vacancy occurring prior to the expiration of the term for which his or her predecessor was appointed shall be appointed only for the remainder of such term. Upon expiration of his or her term of office, a member shall continue to serve until his or her successor is appointed and shall have qualified. Terms of office for members of the Commission shall expire on December 31 of respective calendar years.

In the event an appointed Commissioner suffers from an extended illness, disability, or other activity preventing proper fulfillment of duties, responsibilities, rules and regulations of the Commission, the Commissioner may be temporarily replaced during the temporary leave by an interim Commissioner appointed by the Mayor with majority consent of the City Council.

Planning Commission – Total of 7 seats and currently 3 vacancies

Name	Last Appointment	Term Ending Date
Peter Omari	3/9/20	12/31/21
Alexander Koenig	1/1/18	12/31/21
Alfreda Daniels	6/8/20	12/31/22
Stephanie Jones	6/8/20	12/31/22
(*) Term expired and application on file for reappointment		

Resolution 95-82
Members' Term of Office: Members of the Commission shall be appointed by the Mayor with majority consent of the Council. The terms of office shall be staggered two-year terms, except that any person appointed to fill a vacancy occurring prior to the expiration of the term for which his or her predecessor was appointed shall be appointed only for the remainder of such term. Upon expiration of his or her term of office, a member shall continue to serve until his or her successor is appointed and shall have qualified. Terms of office for members of the Commission shall expire on December 31 of respective calendar years.

In the event an appointed Commissioner suffers from an extended illness, disability, or other activity preventing proper fulfillment of duties, responsibilities, rules and regulations of the Commission, the Commissioner may be temporarily replaced during the temporary leave by an interim Commissioner appointed by the Mayor with majority consent of the City Council.

Sister City Commission – Total of 5 seats and currently 1 vacancy

Name	Last Appointment	Term Ending Date
Issa Mansaray	3/12/18	12/31/22
Fatu Magassouba	8/26/19	12/31/21
Jacob Saffert	3/12/18	12/31/19
Sheku Samba	3/18/18	12/31/18
Tashawna Williams	3/12/18	12/31/20
(*) Term expired and application on file for reappointment		

Resolution 2015-159

ARTICLE III.

MEMBERSHIP. Section 1. The Commission shall consist of five (5) members who shall be appointed by the City Council upon recommendation of the Mayor.

Section 2. The initial appointments to the Commission shall be for one, two, three, four, and five year terms, and thereafter all appointments shall be for a term of five years or until a successor is qualified.

Section 3. Vacancies shall be filled for the unexpired term in the same manner as the original appointment.

BROOKLYN CENTER HOME RULE CHARTER COMMISSION

April 10th, 2021

Brooklyn Center City Council
City of Brooklyn Center
6301 Shingle Creek Pkwy
Brooklyn Center, MN 55430

Re: Inquiry about open commission positions and the appointment process

Dear distinguished members of the Brooklyn Center City Council:

At the last two meetings of the Brooklyn Center Charter Commission concerns were raised about the large number of open city commission positions and lack of transparency around the appointment process. It was reported that across all the council sanctioned commissions there are currently 17 open positions which includes 11 positions for commissioners whose terms have expired. At the same time there are 25 open applications for these positions which includes those from 8 serving commissioners whose terms have expired. Some of these applications were submitted over 2 years ago without any feedback to the applicants on when or if they should expect an appointment.

After the January meeting the commission researched the appointment policies for several neighboring home rule charter cities. None of them had similar numbers of open positions and many of them have their commission appointment processes documented either on their web site or in city code.

At the last meeting held on April 8th the commission unanimously passed a motion to send an inquiry to the council about this issue which resulted in the drafting of this letter. Specifically, the commission is requesting feedback about the following questions:

- Does the council expect to fill the open positions or if not, will the council communicate the reasoning for keeping them open?
- Will the council consider establishing procedures to ensure that applicants are informed of the status of their application in a timely fashion?
- What steps can the council take to make the appointment process more transparent and ensure full participation in the commissions?

In closing there is concern that the large numbers of vacancies are limiting the involvement of local citizens in the government and that the lack of transparency and timeliness in the appointment process is affecting the quorum and discouraging some current and potential commissioners from serving.

The commission would welcome any feedback or dialog with the council on this important topic. Thank-you for your time and consideration.

Sincerely,



Mark A. Goodell
Chairperson, Brooklyn Center Charter Commission

Council/EDA Work Session

DATE: 6/28/2021

TO: City Council
FROM: Dr. Reggie Edwards, Acting City Manager
THROUGH: N/A
BY: Dr. Reginald Edwards, Acting City Manager

SUBJECT: Pending Items

Requested Council Action:

- Earle Brown Name Change for Public Property
- Council Policy for City Charter requirement of Mayor's signature on all contracts
- Strategic Plans for years 2018-2020 and 2021-2023
- Review Special Assessment Policy
- Tobacco Ordinance
- Emerald Ash Boer Policy Review
- Civilian Discipline Review Committee
- Community-Wide Survey
- Attorney RFP Process

Background:

Budget Issues:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values: