

**CITY COUNCIL
MEETING**

City Hall Council Chambers
August 24, 2026

AGENDA



1. Call to Order - 7:00 p.m.

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

2. Roll Call

3. Pledge of Allegiance

4. Informal Open Forum

This is an opportunity for the public to address the City Council on items that are not on the agenda. It is limited to 15 minutes. It may not be used to make personal attacks, air personal grievances, make political endorsements, or for political campaign purposes. Council Members will not enter into a dialogue with the presenter. Questions from the Council will be for clarification purposes only. It will not be used as a time for problem-solving or reacting to the comments made but for hearing the presenter for informational purposes only. The first call will be for those that have notified the Clerk that they would like to speak during the open forum and then ask if anyone connected to this meeting would like to speak. When called upon, please indicate your name and then proceed. Please be sure to state your name before speaking.

a. Meeting Decorum

5. Invocation - Anderson

6. Approval of Agenda and Consent Agenda

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

a. Approval of Minutes

- *Motion to approve the following minutes:*

- *August 10, 2026, Study Session*
- *August 10, 2026, Regular Session*

b. Approval of Licenses

- *Motion to accept licenses as presented.*

c. A Resolution Re-approving the Preliminary and Final Plat for Shingle Creek Crossing 7th Addition and Authorizing Final Plat Recording

- *Motion to adopt a resolution re-approving the preliminary and final plat for*

Shingle Creek Crossing 7th Addition, as contemplated under Planning Commission Application No. 2025-006, and authorizing final plat recording.

- d. Resolution Accepting Feasibility Report for Improvement Project No. 2027-08, Humboldt Avenue and 65th Avenue Improvement Project
 - *Motion to approve a resolution accepting feasibility report for Improvement Project 2027-08, Humboldt Avenue and 65th Avenue Improvement Project*
- e. Resolution Requesting Approval for an Amendment to the Brooklyn Center Fire Relief Association By-Laws
 - *Motion to approve a Resolution Requesting Approval for an Amendment to the Brooklyn Center Fire Relief Association By-Laws*

7. Presentations/Proclamations/Recognitions/Donations

8. Public Hearings

9. Planning Commission Items

- a. Planning Commission Application No. 2026-007 for Approval of a Site and Building Plan (Major) and Conditional Use Permit for 4801 63rd Ave N (Unity Temple Church of God in Christ)
 - *Motion to adopt a resolution approving Planning Commission Application No. 2026-007 for (1) issuance of a conditional use permit for a "Place for Religious Assembly" and (2) a major site and building plan for construction of an approximately 3,893-square foot building expansion and certain site improvements at the Subject Property located at 4801 63rd Avenue North, based on the findings of fact and submitted documentation.*

10. Council Consideration Items

- a. 2026 Primary Election Results
 - *Motion to approve the Resolution Regarding the Re-Canvass of the August 11, 2026, Municipal Primary Election*
- b. Investment Management Services Agreement with Ehlers Investment Partners
 - *Motion to authorize the Interim City Manager and Finance Director to enter into an agreement with Ehlers Investment Partners to provide investment management services for the City of Brooklyn Center, subject to the review of the City Attorney.*

11. Council Report

12. Adjournment



COUNCIL MEETING DECORUM FOR THE PUBLIC

To ensure meetings are conducted in a professional and courteous manner which enables the orderly conduct of business, all persons in attendance or who participate in such meetings shall conduct themselves in a manner that does not interfere with the ability of others to observe and, when allowed, to participate without disruption or fear of intimidation.

- A. Decorum. Persons who attend meetings must avoid conduct that disrupts, interferes with, or disturbs the orderly conduct of the meeting or the ability of other attendees to observe and participate as appropriate. To that end, persons who attend meetings are subject to the following:
 - (1) Members of the public may only speak during meetings when allowed under Council Rules and only after being recognized by the presiding officer. The City Council has established time limits for the acceptance of public comments or testimony.
 - (2) Public comments or testimony must be addressed to the presiding officer and not to other Council Members, staff, or others in attendance.
 - (3) All elected officials shall be referred to by their proper title and surname.
 - (4) Public comments should avoid personal accusations, profanity, or other improper content for a public meeting.
 - (5) Intimidating behaviors, threats of hostility, or actual violence are disallowed.
- B. The presiding officer shall request any person(s) who disrupt, interfere with or disturb the orderly conduct of a meeting to cease the conduct and, as necessary, shall issue an oral warning to the individual(s) found to be in violation. If the individual(s) persists in disrupting, interfering with, or disturbing the meeting, the presiding officer may have the individual(s) removed or, under appropriate circumstances, temporarily clear the gallery. If for any reason the presiding officer fails to take such action, a majority vote may be substituted for action by the presiding officer to maintain order and decorum over the proceedings.
- C. The Council Chambers capacity is 76 persons per fire code.

Council Regular Meeting

DATE: 8/24/2026
TO: City Council
FROM:
THROUGH:
BY: Senye Amenti, Administrative Assistant
SUBJECT: Approval of Minutes

Requested Council Action:

- *Motion to approve the following minutes:*

- *August 10, 2026, Study Session*
- *August 10, 2026, Regular Session*

Background:

Budget Issues:

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

ATTACHMENTS:

1. 2026.08.10 SS
2. 2026.08.10 CC

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
AUGUST 10, 2026
CITY HALL – COUNCIL CHAMBERS

CALL TO ORDER

(00:31) The Brooklyn Center City Council met in Study Session, called to order by Mayor Pro Tem Teneshia Kragness at 6:31 p.m.

ROLL CALL

Mayor Pro Tem Teneshia Kragness and Councilmembers Dan Jerzak, Kris Lawrence-Anderson, and Laurie Ann Moore. Also present were Interim City Manager Daren Nyquist, Interim Deputy City Manager & Public Works Director Liz Heyman, Community Development Assistant Director Ginny McIntosh, City Clerk Shannon Pettit, and City Attorney Siobhan Tolar.

Mayor April Graves was absent and excused.

CITY COUNCIL MISCELLANEOUS DISCUSSION ITEMS

Councilmember Moore noted that she had two items but would start with the first and defer to other Councilmembers. She noted that she attended the Brooklyn Center Health Fair on Saturday and, after her attendance, she sent an email to both Interim City Manager Daren Nyquist and City Attorney Siobhan Tolar and would read it now in its entirety. She read aloud, "I would like to make a formal inquiry into the participation of two candidates, Councilmember Teneshia Kragness and Nahid Khan, in the Brooklyn Center-sponsored Health Fair on August 8, 2026. I know that I did not receive an invitation to take part in the event. Both candidates had designated tables, campaign literature, flyers, and other materials I could not identify. Both candidates were actively campaigning with potential voters. A voter might surmise this as an endorsement of these two candidates by the City of Brooklyn Center. This could be a violation of campaign finance law and opens the City up to potential liability. I am concerned as a Councilmember about the repercussions for the City; the appearance of a political endorsement by the City could tarnish the City's reputation, damage trust, and have a negative financial impact. I would like to request a formal response to this decision to allow these two candidates to participate, who made the decision, and when the decision was made and why. I would like this inquiry to be shared immediately with the City Council before Monday's Council meeting. I request that the result of this inquiry be shared with the City Council with all due haste. Thank you for your attention to this matter, Councilmember Laurie-Ann Moore."

Mayor Pro Tem Kragness asked if anyone had any comments regarding Councilmember Moore's statement.

Councilmember Jerzak asked if he could poll the Council to see if there was consensus to give this issue back to the Administration and the City Attorney to have them look at it and report back, as this is an administrative matter.

Mayor Pro Tem Kragness stated she is confused, and maybe it is twofold. She stated maybe the question is whether Councilmember Moore was not invited to something, or if that kind of booth was not allowed.

Councilmember Moore stated she would not respond to questions and would have Mr. Nyquist respond.

Mayor Pro Tem Kragness stated that was okay and asked if Councilmember Moore could also read the email about not being invited to the Juneteenth event with a booth there. She asked Councilmember Moore again if there was an email sent about that.

Councilmember Moore noted that it was a co-sponsored event. Mayor Pro Tem Kragness stated that Councilmember Moore was correct, but Juneteenth allowed booths, and she had a booth there as well and was curious if there were questions regarding that, but it does not sound like Councilmember Moore minded missing that event.

Councilmember Lawrence-Anderson stated she would like to comment. She noted that in her very first term, she went to a City event with campaign signs and the former Director of Community Development stopped her as she was approaching Centennial Park and told her there was no campaigning on City property. She stated that campaigning on City property at a City event is not allowed.

Mayor Pro Tem Kragness stated she had a flyer for the event where it did not state that it was not allowed.

Councilmember Jerzak asked if Mayor Pro Tem Kragness would poll the Council, stop this conversation, and send it to the administration.

Mayor Pro Tem Kragness stated she believed this was administrative, and this is not a Council decision because the Council did not create the flyer and the Council did not have any involvement. She reiterated that this does sound like an administrative issue.

Councilmember Jerzak stated that he agreed and does not want the Council to get into taking sides. It should be sent to Administration and the City Attorney and have them handle it, and if there is no consensus to do that, then the Council can go on and discuss it.

Mayor Pro Tem Kragness noted it sounded like it was already sent to the City Attorney and Administration but has no issue doing that.

Councilmember Moore stated she thought Mr. Nyquist had some comments and it would be turned over to Administration.

Mr. Nyquist stated if the Council would like this issue to be looked at Administratively, it is worth a look at, especially given the context of it being at a City-sponsored event. He added that he and the City Attorney would look into it and get back to the Council.

Councilmember Moore added that she received an email and it was posted on Brooklyn Center's social media page that the City's newsletter was delayed, which included important dates such as the Health Fair, which already occurred, as well as the Primary election that is occurring tomorrow. There have been some delays and errors in communication, and she wondered if this is a situation where there are not enough Staff resources, the timing was off, or someone did not get things out on time. She stated there are a limited number of City-sponsored events and a primary election day that would not have gotten away, at least in this venue through the City newsletter.

Mr. Nyquist stated he had a conversation with Staff about this after hearing the news late last week, and this is a pure capacity issue by the printer not getting to the City's items in time. He added that he has given direction to get quotes from other printers that may have more capacity.

Councilmember Jerzak stated he would like to mention the two grand openings happening tomorrow. Community Development Staff will be joined by LC Coffeehouse at 6826 Humboldt, and the New Horizon Academy at 7100 Brooklyn Boulevard will be the second ribbon cutting.

Planning Manager Ginny McIntosh noted the first ribbon cutting at LC Coffeehouse will start at 12:00 p.m. at the Humboldt Shopping Center, and the second ribbon cutting is at 2:30 p.m.

Councilmember Jerzak stated he forwarded an email he received because it has become a hot topic, but a Work Session might be necessary to discuss Flock cameras and the information given to the Council because other communities around them are taking action. He noted that there are several things the Council has already done, but they should get ahead of it and be sure that the correct information is getting out there. He asked if there was any interest from the Council to have a Work Session about it, because it is coming up more and more in the news.

Councilmember Lawrence-Anderson stated she was interested in discussing it.

Mayor Pro Tem Kragness asked if Councilmember Moore had an opinion. Councilmember Moore stated she would defer on that, and if there is a Work Session, it depends on what the content of the Work Session would be, and if Chief Flesland has any information that he thinks the Council needs to know about it.

Councilmember Jerzak stated he is not asking for a special session, but information could be put in the update so the Council could pass that information on to constituents because the Police Department has done several things already to address this. He added that if it is a Work Session, or however Administration wants to address this, there are certain things with Flock cameras with

the software that the Council may not know that other cities have not done. There have been inquiry answers, and the Council had an update already, but not everyone gets to see Friday's update, so it would benefit the public if the Council had a Work Session to address it.

Mayor Pro Tem Kragness noted that instead of a Work Session, Chief Flesland could come back and provide an update to the Council. Councilmember Jerzak stated he is not opposed to that idea either.

Councilmember Moore stated she is not disagreeing, but the Council has been provided updates.

Mayor Pro Tem Kragness asked if Mr. Nyquist had a comment on that. Mr. Nyquist stated it would not be a big lift to put something together for a Study Session. After Operation Metro Surge, Staff learned a lot about the back end of Flock, and some insight into how that operates could be discussed with the Council. He noted that Staff has also put together some publicly available dashboards to allow the City to be as transparent as the system allows it to be, and how that information is being used. He added that it would be a good idea to get that information out because it is available now.

Mayor Pro Tem Kragness stated that any opportunity to push the dashboard out is important because it is really underutilized.

Councilmember Lawrence-Anderson stated she would defer to Staff to determine the best way to convey that information to the Council.

Mayor Pro Tem Kragness stated there were two spelling errors in the minutes that she would report to the City Clerk, but on the Council Report, Officer Kaitlin's name was spelled wrong, as well as Zanewood Recreational Center was spelled wrong.

Councilmember Lawrence-Anderson stated she had a typo on page 23, item 10b. The sentence reads out, but it should be ought. The sentence read that the state auditor, OSA, opined that the City ought to maintain a reserve. Mayor Pro Tem Kragness asked what paragraph that correction was in. Councilmember Lawrence-Anderson stated it was the big paragraph midway from the bottom of the page.

Councilmember Lawrence-Anderson stated to the City Clerk that there was a page number difference on the minutes, with a 23 listed and a 33 listed on the same page.

CITY MANAGER MISCELLANEOUS DISCUSSION ITEMS

Mr. Nyquist noted that before going into the Administrative Fines update, he thought the Council needed to amend the language in the Consent Agenda for the Arts and Beautification and Cultural Commission, as the word cultural was omitted. He noted that the Council could note that change, to read Arts, Beautification and Cultural Commission.

Mayor Pro Tem Kragness asked Mr. Nyquist to repeat that so it can be changed. Mr. Nyquist reiterated that item 6d. Resolution Amending Resolution No. 2024-47, the Brooklyn Center Cultural and Public Arts Commission, to rename the Commission to Arts & Beautification Commission, should read Arts, Beautification and Cultural Commission to have the ABC acronym.

ADMINISTRATIVE FINES UPDATE

Mr. Nyquist introduced Community Development Assistant Director Ginny McIntosh to discuss this item. He noted that the amounts were changed for administrative fines last year, and this conversation was planned to evaluate how some of those decisions have affected the budget, or if it has at all.

Ms. McIntosh stated she would keep this presentation abbreviated due to the time. She noted that Community Development Staff have been regularly meeting with Finance to track budget line items against actual performance of those items. The City did make some changes for 2026 with the 2026 fee schedule, which went into effect in early January. Those changes included a \$2,000 annual cap per property on the total amount of Administrative Fines issued, and the assessment period is September through September of each year. Changes were also made to limit the frequency of administrative fines issuance, and they can no longer be issued daily. Administrative Fines for vehicle storage violations went from \$100 to \$50, fines for level three violations were decreased by as much as half, and ongoing code violation fines can no longer be doubled. In previous years, a \$100 first fine would have doubled for the second fine, doubled again to \$400 for the third fine, doubled again to \$800 for the fourth fine, and doubled again to \$1,600 for the fifth fine, for a total of \$3,100 in fines. Under the new structure, the fine of \$100 would have to be issued 20 times in order to reach that max total of \$2,000.

Ms. McIntosh noted the significant variation in the budget report is the revenue coming in through Administrative Fines. In 2024, the City budgeted \$20,000 and received \$51,675 in payments and had \$169,390 specially assessed. In 2025, that budget amount was raised to \$37,000 and received \$48,110 in payments and specially assessed \$201,610. She noted that for 2026, the budget was kept at \$37,000, and payments received through June have totaled \$4,450, and as of now there are 129 pending special assessments through June that total \$52,200. She noted that the caseload has not really changed; in 2025, the same time frame from January 1 through June 30, there were 2,383 cases, and from January 1, 2026 to June 30, 2026 there have been 2,228 cases. As of now, current revenue for Administrative Fines would probably be at 24 percent by the end of the 2026 budget year, whereas in 2024 and 2025, Administrative Fines exceeded the budgeted amounts. As mentioned before, there are currently 129 citations pending special assessments totaling \$52,200; this is tracking at 50 percent of prior years assessed. Under the 2025 fee schedule, the total pending special assessments would have been \$91,975 through June 2026, which is a difference of \$39,275.

Ms. McIntosh noted that, as of now, while working on the 2027 budget, including this lower projected revenue will require additional levy support to maintain current service levels. The rate of achieving compliance is essentially unchanged under the revised fee structure, but is more labor intensive for Staff due to the inability to upscale or double fines, which means more notices and

inspections up to 20 times until compliance is achieved. She noted that if compliance cannot be achieved with capped fines, sending cases to formal complaints would be the next step, which has not happened yet, but may carry additional costs to the City for legal services like a prosecuting attorney, and the Council may need to consider raising the legal services budget to do so. She noted that there is no way to recoup fees that have been charged for legal services, and the City will be paying for it. This process may also lead to criminal records for property owners.

Ms. McIntosh noted that she will stand for questions, and due to the time constraints, will follow up afterwards if necessary.

Councilmember Jerzak stated it is 7:00 p.m. and there are several things he would like to discuss regarding this, and asked if this can be moved to the end of the Regular Session.

Mayor Pro Tem Kragness agreed that it should be moved to the end of the Regular Session to allow for more discussion.

Mayor Pro Tem Kragness adjourned the Study Session at 6:59 p.m.

Mayor Pro Tem Kragness reconvened the Study Session at 7:56 p.m.

Mayor Pro Tem Kragness continued conversation on the Administrative Fines Update.

Councilmember Jerzak stated there was an unspoken aspect that if the City budgets for a certain amount of dollars, there is a perception not only that the City has to make that budget number, but also that citations are a revenue source and they cannot ever be used as a revenue source. He noted that this is very problematic that citations are even perceived that way. He continued that this initial system was based on punitive force, and there are not a lot of tools that code enforcement has, and if citations are taken away, that is one less tool. If every year, the City is generating a certain amount of dollars and the cases do not change, the City has to look at whether this is an effective system. He noted that the Council needs to ask if this is the best way to accomplish the purpose of compliance and having an orderly City with ordinances that the Council has enacted. Many ordinances need to be revisited; for example, there has been a long-standing ordinance about expired license tabs. It can sit in a driveway for any number of reasons, like the owner forgot to put them on the vehicle, the owner did not have the money, or was deployed, but whatever the reason may be, the resident does not have to answer questions when an Inspector knocks on the door and asks about it. One of the problems with this ordinance is that if it is an operable vehicle, then it is a law enforcement issue, and law enforcement may or may not deal with it if there are a thousand calls in the queue, but this is one of the many things that the City needs to look at for efficiencies. He stated the City needs to look at the ultimate harm, and if these are just fines, equitable, and if they work.

Councilmember Jerzak continued that he wanted his colleagues to explore the idea that fines should be one dollar, and any money that comes in can go into the General Fund, and wanted the Council to really consider that. He stated he wanted to respond to Ms. McIntosh's comment, which

he takes opposition to about formal complaints because there have not been any, and those are used for the most extreme cases. He added that abatements are mostly for foreclosures, and those are obviously serious cases and should be assessed to the property, and he is not taking that into effect. He stated he wanted to go back to the money that comes in, and consider using it for education rather than punitively, and the person that lives next to it should not have to deal with it, but there needs to be ways that the City can do better than giving a third notice and running up a fine. He noted that most of the time people are not really clear on what they have done, and get a notice from the City, and it is really long, and it scares them; then it includes a fine, and residents do not know what to do. He added that the Council heard testimony last year from people who understood they received fines, but did not have the money to pay them. He stated one possibility to consider is a fund to have some help for residents. The Housing Commission could sit and hear an appeal where they find out from residents what happened, not interpreting the ordinance because if the resident was in violation, that is different, but rather finding other options or assistance for residents that cannot pay the fine, which is a more equitable system.

Councilmember Jerzak continued that the Council needs to re-explore this issue, and City Staff feels the pressure when there are residents calling to complain, but punitive fines do not work because it has been five years, 10,000 cases later, and hundreds of thousands of dollars, and there are still cases that happen over and over again. He stated he is just putting this out here for discussion, not blame, because the only people that pass ordinances are the Council, so they are the only ones that can fix this. He apologized for the long response, but feels very passionate about this.

Mayor Pro Tem Kragness stated she appreciates that the fines were reduced, which makes it more realistic to what is collectible. There was a previous case that under the 2025 fee structure would have had a \$17,200 fine, and under the new structure it was \$2,200. Ms. McIntosh added that the property was a rental property.

Mayor Pro Tem Kragness noted that this reminds her of looking at a balance sheet, and the percentage of accounts that will actually produce a collectable amount to the City, based on the history. She stated she thinks of fines as a revenue source, but that is because of the way it is presented, because it is not a revenue source that the City is dependent on, and that is what the City needs to reiterate. She noted that Staff has to position fines as a percentage of how much is actually collectible based on the history versus residents thinking the City is fining them because it needs the money. She added that is how it needs to be presented, that it is a revenue source because it is money coming into the City, but it is not a revenue source that the City is dependent on as if it were property taxes. She noted that she does think the fine amount should be smaller to make it more realistic to how much the City can actually collect.

Councilmember Moore stated she wanted to reiterate what Councilmember Jerzak said, and this should not be a revenue stream, and the current service level needed should be a line item under Community Development under Code Enforcement. She noted that if it costs \$34,000 to do Code Enforcement border to border, then it should be a line item for Code Enforcement. The City still has the fine structure, but it has not increased compliance even when the fine was doubled, and

now that it has been reduced, there still is no compliance. She added that fines could go into a designated fund for assistance for individuals that meet certain thresholds, not unlike minimums for Water for Seniors. This should be presented to the Council as a line item for the budget to do Code Enforcement border to border, and then with the new fee structure that money could go towards education and to help fund those that meet certain requirements. She added that there are some eyesores in the City, and Councilmember Jerzak probably saw them five years ago in Code Enforcement and might still be eyesores today if they are still not in compliance. She reiterated that whatever service level is needed, City Staff should be it on as a line item, not as a revenue stream.

Councilmember Jerzak stated it starts with an internal conversation with those who do this every day, and ask them what, if any, ordinance they would like to see the Council address because they are unfair, unenforceable, or outdated, and bring some of those recommendations to the Council. He stated Code Enforcement should also answer what they feel is effective and what is not. He continued that he thinks of the resident that is barely making ends meet, and the Council certifies the fine and now the resident is charged, and the mortgage company increases the payment, and all of it is unintended consequences. If a resident cannot pay a \$50 fine, they are not going to pay a \$500 fine. He added that the Council has to be very careful, and yes, expect compliance with ordinances, but if the ordinance is at fault or unachievable and does not work, then the answer is not more fines. He stated that he also appreciates that Staff brought this ordinance back to the Council and was very transparent about it.

Councilmember Jerzak stated he appreciated Ms. McIntosh talking about the cost of abatements, but nobody can determine when there is going to be an abatement need or when someone is going to go into violation. He added that he understands Mr. Nyquist needs a line item for certain things, but there also has to be some type of flexibility. He stated he thought it was a consensus, and there have not been any prosecutions because they are extraordinary circumstances, but the worst thing that could happen is getting a supplement. In the past, for extraordinary cases, there had to be a Supervisor or Director that gave permission for those extraordinary cases so everybody was on board so they were not abused.

Mayor Pro Tem Kragness stated that there was a consensus that the Council was happy that the fines were reduced. She noted she did not see any action for this item at this time.

Ms. McIntosh asked if the City's representation from Ehlers or the Finance Director wanted to speak to the revenue question, or setting the fines at one dollar. Mayor Pro Tem Kragness noted that any time money is coming in, it is considered revenue.

Jason Aarsvold from Ehlers noted that if it was shown as revenue to show a balanced budget, the City would need to show a higher levy amount to fill that gap and part of reason to right-size this is to make sure the levy number is right for the year which is early what they are trying to accomplish, and setting a fine at a dollar would show a higher levy need than would be necessary.

Councilmember Jerzak noted that when a \$20,000 revenue number comes in at \$48,000, there is a huge discrepancy, and every year it will come in higher, so it is really a deceitful performance revenue number. Mr. Aarsvold stated the intent this year is to have a number that reflects what Staff thinks reality will be. The caseloads vary from year to year, and sometimes, just like building permits, there may be higher revenues or lower, but Finance Staff are doing their best to make that look correct.

Mr. Nyquist added that the Council will see in the upcoming budget meeting some historical averages in those different areas, like Administrative Fines and what that would look like and have an impact on the levy number. He noted that budget decisions should be made based on performance in the real world rather than trying to make the books balanced. He stated he appreciates the effort that could be made to look at these funds being used in other ways, but that is going to be a longer-term conversation that will not be cracked this budget year.

Mayor Pro Tem Kragness reiterated that she appreciated that Staff is making the numbers more realistic, and that makes it easier for staff to be able to project what the estimate would be going forward, and without these numbers the levy would have to be changed based on that number anyway, so the council is just trying to keep the levy as low as possible but also be realistic.

Councilmember Jerzak stated he appreciates the council looking at this and tackling it, and it is not going to be solved overnight. This is the beginning of a longer-term discussion, but incrementally the council has made positive steps. The takeaway is taking the pressure off of this as a revenue source and having a realistic line item to reflect that, and that has to come organically.

Mayor Pro Tem Kragness explained that it is a revenue source; any money coming in is revenue; however, it is not a revenue source that the city is dependent on, so that is the distinction.

Councilmember Jerzak added that it is not a quota system. Mayor Pro Tem Kragness stated that is correct, and the City does not have to fine so many people in order to meet their budget, and the Council wants to make sure that is not the statement that is out there.

Councilmember Moore stated that ultimately the Council is not talking about revenue but about the amount of money a year it takes to do enforcement, and the budget has been \$37,000 and \$20,000; that budget should reflect the actual cost of doing code enforcement. This is about what the budget should actually say, and it should cover what it costs to do Code Enforcement activity.

Mayor Pro Tem Kragness noted that to help with that, when looking at the budget, the revenue can equal the exact amount of the expense so then it will tie out to zero. Councilmember Moore agreed and confirmed that is what she was trying to say too.

Mr. Aarsvold stated that when Ehler's and the Finance Department build out that budget on the expenditure side, the Council will see that there is a cost to run the Department, especially the Code Enforcement function. The budget that is set is based on the cost of Staff, and other things, and separately and independently from that, Staff try to estimate what the revenues might be from

that activity, and the Council will see those two things separately. He added that the Ehlers team spent an hour and a half today with the Finance Department to discuss how to set that revenue number, as it is totally independent from what it costs to provide the service.

ADJOURNMENT

Councilmember Jerzak moved and Mayor Pro Tem Kragness seconded to adjourn the Study Session at 8:18 p.m.

Motion passed unanimously.

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
AUGUST 10, 2026
CITY HALL – COUNCIL CHAMBERS

1. INFORMAL OPEN FORUM WITH CITY COUNCIL

The Brooklyn Center City Council met in Informal Open Forum, called to order by Mayor Pro Tem Teneshia Kragness at 7:00 p.m.

2. ROLL CALL

Mayor Pro Tem Teneshia Kragness, Councilmembers Dan Jerzak, Kris Lawrence-Anderson, and Laurie Ann Moore. Also present were Interim City Manager Daren Nyquist, Interim Deputy City and Public Works Director Liz Heyman, Office of Community Prevention Health and Safety Director LaToya Turk, Associate Planner Krystin Eldridge, Planning Manager Ginny McIntosh, Public Works Planner Kory Anderson Wagner, Interim Finance Director Dan Tienter, City Clerk Shannon Pettit, and City Attorney Siobhan Tolar.

Mayor April Graves was absent and excused.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. INFORMAL OPEN FORUM

Mayor Pro Tem Teneshia Kragness opened the meeting for the purpose of Informal Open Forum and reviewed the Rules of Decorum.

Lori B. stated she wanted to take a moment to recognize LaToya Turk. She stated when Ms. Turk first came on board, she was not entirely sure about her, but sometimes the greatest respect is the respect that is earned, and Ms. Turk has earned hers. Through hard work, consistency, and willingness to listen, Ms. Turk has proven time and time again that she is here for the community. She noted that Ms. Turk has helped bring safety to Brooklyn Center, and recognized that safety is not only about policing but also mental health, prevention, resources, opportunity, inclusion, and giving people a voice in the decisions that affect their lives. She noted that Ms. Turk has helped move Brooklyn Center forward while making space at the table for people who historically have not always had one, and this work is not easy. It requires navigating different perspectives, difficult conversations, competing priorities, and criticism and still showing up and doing the work. There is still so much work ahead in Brooklyn Center, but it is a stronger and better community because Ms. Turk is doing the work alongside the community. She added that Ms.

Turk's dedication has not gone unnoticed, congratulated Ms. Turk on the well-deserved recognition, and thanked her for everything Ms. Turk continues to give to Brooklyn Center.

Julie B. stated she was there to share her insight and experience, which is typically appreciated when speaking about things. She noted that she is a children's mental health Case Manager and has been in her position for 16 years, and is a senior leader in her field and team. She stated she sees more complex cases because of her experience, and has worked to help families move into better spaces that are more stable. Julie B. continued that she has worked in multiple jurisdictions and neighboring counties, and every type of scope of response in the duration of her work. She added that depending on what happens with an individual she serves, she can be engaged multiple times a day. She continued that she has removed weapons from people, negotiated hostage situations, talked people off of bridges, and put her body between her client and first responders when her client has been safe in that space. She stated that the Council should understand that the number of services that are available now versus when she started 16 years ago is significant, and she has horror stories from trauma of the sites she responded to 16 years ago that she had to clean up herself and carry, as well as the trauma that her clients carry due to not having what they needed. She stated that COPE is engaged by calling their line; their number is 612-596-1223, and they can provide crisis response and immediate phone availability; however, they tend to take half an hour to 45 minutes to respond along with Nexus FRSS. She stated she wants it noted that COPE can be called and they will come, but it takes 45 minutes.

Councilmember Lawrence-Anderson moved and Councilmember Jerzak seconded to close the Informal Open Forum.

Motion passed unanimously.

5. INVOCATION

Councilmember Jerzak quoted Henry Ford, "Don't find fault, find a remedy." He also quoted Benjamin Franklin, "Remember not only to say the right thing in the right place, but far more difficult still, to leave unsaid the wrong thing at the tempting moment."

Councilmember Lawrence-Anderson requested Staff provide an update regarding Kyle B.'s garden that was mentioned in Informal Open Forum last week. Mayor Pro Tem Kragness noted she did not see any information regarding that garden in the weekly update either, and asked if Staff had addressed that.

Mr. Nyquist noted that Kyle B. is present in the audience. Councilmember Lawrence-Anderson stated she did not need the update now.

Mayor Pro Tem Kragness stated that the question was whether Staff had addressed those issues. Mr. Nyquist stated that Staff can talk to Kyle B. after the meeting, or sometime this week, and will provide a follow-up in the weekly update.

6. APPROVAL OF AGENDA AND CONSENT AGENDA

Councilmember Jerzak moved and Councilmember Lawrence-Anderson seconded to approve the Agenda and Consent Agenda, as amended, with amendments to the minutes as stated during the Study Session, and the following consent items were approved:

6a. APPROVAL OF MINUTES

1. July 27, 2026 – Study Session
2. July 27, 2026 -- Regular Session

6b. LICENSES

GARBAGE HAULERS

Midwest Grease

P.O. Box 319
Redwood Falls, MN 56283

Holiday Stationstores LLC

420 66th Avenue North
Brooklyn Center, MN 55430

6c. RESOLUTION APPROVING AMENDMENT NO. 3 TO THE COOPERATIVE AGREEMENT WITH HENNEPIN COUNTY FOR THE JOINT COMMUNITY POLICE PARTNERSHIP AND AUTHORIZING EXECUTION

6d. RESOLUTION AMENDING RESOLUTION NO. 2024-47, THE BROOKLYN CENTER CULTURAL AND PUBLIC ARTS COMMISSION, TO RENAME THE COMMISSION TO ARTS & BEAUTIFICATION COMMISSION

6e. RESOLUTION AUTHORIZING THE ACCEPTANCE AND EXECUTION OF AGREEMENT FOR THE FARM TO FOOD SECURITY GRANT

6f. AN ORDINANCE ADDING NEW SECTION 35-5609 TO THE BROOKLYN CENTER CITY CODE OF ORDINANCES REGARDING FENCE REGULATIONS — SECOND READING

6g. CODE OF RESPECT FORMAL REPRIMAND

7. PRESENTATIONS/PROCLAMATIONS/RECOGNITIONS/DONATIONS

7a. RESOLUTION HONORING LATOYA TURK AS A 2025 TOP INFLUENCER IN LOCAL GOVERNMENT

Mayor Pro Tem Kragness read aloud for the record that OCPHS Director LaToya Turk was named a 2025 top influencer in local government by Engaging Local Government Leaders (ELGL) of only 100 professionals recognized nationwide, selected through peer nomination. Ms. Turk was cited for directing City funds toward an unarmed mental health first responder partnership and for

centering community voices. That same model earned Brooklyn Center a seat among several panelists at the National League of Cities 2025 convening on people-centered public safety, where Ms. Turk presented how the City structured and rolled out its Expanded Response Team.

Mayor Pro Tem Kragness noted this is why the Council is acknowledging Ms. Turk.

Mayor Pro Tem read aloud a resolution honoring LaToya Turk as a 2025 Top Influencer in Local Government.

Mayor Pro Tem Kragness called for a recess at 7:16 p.m.

Mayor Pro Tem Kragness reconvened the meeting at 7:22 p.m.

Mayor Pro Tem Kragness moved and Councilmember Moore seconded to adopt the RESOLUTION honoring LaToya Turk as a 2025 Top Influencer in Local Government.

Motion passed unanimously.

7b. ROBBINSDALE AREA SCHOOLS BOND REFERENDUM FOR NOVEMBER BALLOT

Mr. Nyquist introduced Dr. Teri Staloch, Superintendent of Robbinsdale Area Public Schools, to present this item.

Dr. Staloch noted the purpose of the presentation is to educate the Council and the community at large about the facts of the referendum, and ensure a continued strong partnership based on trust and transparency between the City and the School District. By the end of the presentation, the Council will be aware of the School District's current reality, the work it has been engaged in, and the way the bond request gets the District to a better and sustainable future. The purpose of the District is to ensure students are inspired and to educate all learners to develop their unique potential and positively contribute to the community. The District exists within seven cities, including Brooklyn Center, and operates at 18 sites, including 13 schools and five buildings. Last year, the District operated 22 sites depending on whether the ESC is counted separately from the bus garage or not.

Dr. Staloch noted that as part of the statutory operating debt reductions at the end of last year, three schools were closed and middle school programming was eliminated at another school, and the District is in the process of moving and preparing to close the District Service Center. The closer the District gets to operating 13 buildings, given the student population, the more responsible and efficient the District will be.

Dr. Staloch explained that the previous slide showed the buildings that house the District's 9,831 students each day. The District has the privilege and the responsibility of serving the needs of a very diverse group of students representing a wide array of racial, cultural, and ethnic backgrounds, with 92 different languages spoken in the homes of students and throughout the District. She noted

that there are 1,594 staff across the District that support the students each day, and over the last few years there have been significant reductions in staff as the District aligns the staffing model with its enrollment. The community is being asked to consider a future-focused plan. This plan is designed to right-size the number of buildings to ensure that students have the learning spaces and opportunities that will strengthen their experiences and prepare them for their future. The plan was created based on what the District heard from the community, staff, and students to learn in inclusive and safe spaces with equitable opportunities across the District.

Dr. Staloch continued that the District has experienced a decline in student enrollment for years, with a peak number of students in the 1970's of 28,000 to just shy of 10,000 students now. The challenges the District faces today did not happen overnight and are the result of long-term trends, not a single decision in time. Financial concerns for the District are not new, and the District was close to being in statutory operating debt right before COVID-19 and the ESSER Funds, which were the federal funding that the District reserved, provided temporary relief. As issues have been uncovered, like the statutory operating debt, the District has owned the challenges and sought solutions to move toward fiscal responsibility and sustainability. These changes included reduced spending, reorganized programs, consolidated schools, and significant operational changes. Planning for the future requires the District to look at both the financial situation and the programming and opportunities that set Robbinsdale up to be a District of choice for families. She added that Robbinsdale does not have some of the programming that other schools have, and it is clear that some of the programming that students and families have grown to love is not accessible to all students. District families want art and innovation for all no matter what school their children are assigned to. The reality of the District's facility limitations impacts the quality of education the District can provide, and the classrooms were designed in an era where students sat passively and teachers educated. Today's students are engaged and learn best when they are active participants through hands-on, student-centered learning, which helps them connect concepts to real-world experiences. Many of the District's neighboring schools have graduates who leave high school with certifications in high-paying trades and have a chance to explore careers of interest with opportunities that are not available with the current classrooms and facilities that Robbinsdale has. Many of the District's buildings were constructed in an era where there was no understanding of the importance of natural light, for both academic learning and student and staff well-being. Today's new construction in schools creates secure entrances with automated access control and the ability to section off different areas of the school, in case there were isolated incidents. New construction also includes increased passive supervision through glass that allows views into corridors and stairways, and hallways are wider to allow for less congestion during passing time to reduce anxiety and conflict. The District's students have also identified the need for single-user bathrooms as a safety, privacy, and ADA accessibility need.

Dr. Staloch explained that the District has been intentional over the past two years, digging into issues and past decisions behind the current reality with internal assessments and evidence-based practices; the District has developed annual strategic plan priority work to help advance academic achievement, student wellness and well-being, collaboration partnerships, and staff investment. A new demographic study was also completed to help ensure accuracy in enrollment projections. The District engaged in robust community engagement to learn what the community values and to hear recommendations, and completed a comprehensive facility need assessment to better

understand the needs of the buildings. The District has also reduced over \$26 million from the budget in the past three years. Despite all of these efforts, the District is at a crossroads. The bond referendum is an opportunity to build a predictable, intentional path forward, and if approved, would create a single unified High School, transform outdated classrooms into dynamic learning spaces, expand opportunities and academics, career and technical education, arts and athletics, and improve accessibility and safety features and better utilize existing facilities together. Those investments are intended to create stronger learning environments while reducing the long-term cost of operating more buildings than the District needs. This means repurposing existing spaces that support hands-on learning, and educators having the flexible learning spaces for large group instruction in the ways that work best for their curriculum and students. This referendum is an investment that reduces daily operational overhead, protects taxpayer dollars through efficient space management, and ensures that schools remain safe, vibrant, learning communities as students remain the priority. Alternatively, without a bond, the District will need to make hard decisions and cuts that will impact programming, transportation, activities, and staffing. Budget decisions will be guided by efficiencies, deep cuts to programming and opportunities that will lead to further enrollment decline. Lower enrollment means less revenue, forcing more budget cuts and a mounting debt cycle.

Dr. Staloch noted that there are three questions on the ballots that the District wants to ensure people understand; questions one and two together represent the totality of the original plan. After surveying the community, the tax tolerance came back at a lower threshold than the cost, so items will be removed from the original plan that allowed the District to keep a sustainable and controlled path for reaching the vision. She noted that question one creates a unified world-class high school for future learning at the current Cooper High School and New Hope Learning Center site and allows Robbinsdale Spanish Immersion to move to the Armstrong site. This option would keep the middle schools at their current sites, and expand the Plymouth Middle School pool to an eight-lane competition pool with correct diving well length, and the Sandburg Middle School pool would become additional multi-purpose space. She noted this is important because the District's pools are not used for instruction purposes and are really expensive to maintain. Additionally, question one provides neighborhood schools to better meet the needs of elementary schools with high-quality learning spaces that are designed to support the demands of teaching and learning practices. These renovated spaces will allow the District to improve the career pathways programming to ensure that students are college and career ready to successfully contribute to a robust workforce. She noted that question one also delivers the single, private use restrooms that provide comfort and dignity for all. It also reorganizes elementary schools into more equitable neighborhood schools with upgrades to arts, innovation, and special education. Five of the schools will be expanded into four-section schools, meaning there are four classrooms at each grade level, and another elementary school will be expanded to accommodate more pre-kindergarten and Special Education classes, and the Fair School Crystal building will be converted to an elementary school. She noted that the District would additionally be embedding some District programming into existing facilities, and would no longer be leasing some of the spaces that the District is currently leasing; as projects are completed, the District would sell off any unused surplus facilities.

Dr. Staloch explained that question number two on the bill asks voters to decide whether the District should complete that entire original vision, and that means there would be changes made

to the move to Armstrong High School because additional dollars provide for remodeling at the Plymouth Middle School site, so essentially Armstrong High School would be utilized as the Plymouth Middle School. In addition to other District programming, Plymouth Middle School would have an auditorium, and Sandburg Middle School would also get an approximately 400-seat auditorium in place of that multi-purpose space that was part of question one. The Robbinsdale Spanish Immersion would relocate to Plymouth Middle School to better serve the needs of students, and the elementary remodeling stays the same, but both question one and two allow the District to reduce its footprint and operate remaining buildings more efficiently.

Dr. Staloch explained question number three, which continues to provide a new neighborhood school within the boundaries of the Robbinsdale community. If this referendum were to pass, the Board would also determine the best location for district-wide services and programming. The bond referendum is ultimately a voter decision on the direction voters want for the District and the students it serves. The total increase for community members with an average valued home in the District, if all three questions were to be approved, is approximately \$25 a month, on a voter-approved \$413 million bond. If the bond is approved by voters, the District will be able to implement many of the community-created, Board-directed vision to reimagine Robbinsdale area schools and will grow student opportunities, build stability, and sustain the District for the future. This bond would also allow alignment of the facilities to enrollment, to lower operational costs and eliminate spending on underutilized spaces. This bond provides efficiencies and cost savings; strong schools mean strong property values for homeowners. The space envisioned supports active learners and allows for collaboration and small group intervention and outdoor learning. Flexible learning spaces remove barriers so teachers can innovate, and students can thrive. The plan provides programming for students that includes art and innovation, comprehensive pathways, and specialized supports for Special Education. The bond referendum would also allow the District to build on the work already done to make the buildings more secure.

Dr. Staloch noted that if the referendum were to fail, the School Board Administration would need to make difficult decisions. Those decisions would be based on efficiency of dollars, rather than expanding opportunities for students. Expenditures for any school district come primarily in four areas: staffing, building, transportation, and student programming. The District has already reduced many staffing positions, several buildings, and transportation services. To date, the District has not had to make significant cuts to student programming; however, those will be some of the decisions in front of the District if it cannot get savings from reducing and consolidating buildings and will need to reduce from other areas. She noted that there are some potential cost-cutting measures as the District looks to maximize building capacity to gain efficiencies. There are some additional possible impacts if the bond is not approved; some of the costliest courses and activities are electives rather than state requirements. She added that while the community's vision was something better for its students, if the bond is not approved, the District will make decisions based on efficiencies.

Dr. Staloch stated that the District is committed to transparency and building trust, and has shared the facts of the District's current reality, how the District has engaged with the community, and the options in front of the community. The bond referendum provides a predictable path forward that includes the desired State of Educational programming and opportunities identified by the

community. She noted that the bond is about more than just a strategic decision; it is a shared commitment to putting students first, building together for kids, staff, families, and community. She thanked the Council for the time, and stated the District wants to ensure the community is well aware of where they are on this journey and what the bond referendum is about.

Councilmember Jerzak thanked Dr. Staloch for her presentation. He asked how many students from Brooklyn Center attend Robbinsdale School District.

Dr. Staloch introduced the District's Chief Financial Officer Kristen Hoheisel to discuss those numbers with the Council. Ms. Hoheisel noted that Brooklyn Center residents would mainly use the Northport building, and there are students who make alternative decisions, but the student population at Northport is in the 500s. Ms. Hoheisel added that Robbinsdale is one of the six precincts that are represented by Brooklyn Center.

Councilmember Jerzak stated this is often confusing, and constituents often ask what this referendum would do to Brooklyn Center residents' taxes. He asked Dr. Staloch to display the map that better shows who is eligible and where to vote and noted the importance of this information so there is clarity, because if voters come to Brooklyn Center's precincts, this referendum will not be on there.

Ms. Hoheisel noted that precincts one through five would not be impacted or have these questions in front of them. Precinct six, which is Northport Elementary and is being proposed to be remodeled, would be the precinct voting on the three referendum questions.

Councilmember Jerzak stated that he also gets questions from constituents regarding Northport because it was remodeled substantially just a few years ago, and in the event the Council receives questions about it, he asked if Dr. Staloch and Ms. Hoheisel could leave their contact information with City Staff. He stated that when asked the question, he thought the first remodel was focused on safety issues such as smoke detectors because he was a City Inspector at the time, and he recalled that.

Ms. Hoheisel added that she was happy to leave contact information and can provide a follow-up on what the differentiation is. Councilmember Jerzak noted she could leave her information with Mr. Nyquist, but those were his questions because the referendum is confusing.

Mayor Pro Tem Kragness stated that she would like to implement meetings with the School Board and the City Council to make sure there is an ongoing partnership. In the past, the City Council was more involved with the School Board, and she would like to see that continued. She noted that Dr. Staloch mentioned a demographics study for enrollment estimates and the buildings, but did not see if there were any plans made to increase enrollment.

Dr. Staloch stated that is correct, and looking across the state, there is a decline in enrollment in many areas. Public school education dropped by two percent after COVID-19, and there are simply not the birth rates that there used to be, especially in Hennepin County, so there is no plan to grow exponentially in terms of the District. The way to ensure that resident families choose this

District rather than opting out and going to other districts is through excellence in education, opportunities, and facilities, and how the District spends its dollars to ensure it goes to the students. She noted that Mayor Pro Tem Kragness is right; the focus is on right-sizing the District, and the District is operating too many buildings at this point, with Northport as an example, which needs to be as efficient as possible.

Mayor Pro Tem Kragness asked how there is a referendum to maintain pools, but not a referendum to maintain staff. Dr. Staloch noted that is the difference between a building bond, which Ms. Hoheisel will also discuss.

Ms. Hoheisel stated there are two different types of mechanisms that Districts can use to go to the voters. One is an operating referendum, which means it is addressing daily operating costs. The Robbinsdale School District is almost at the cap of what the state allows the District to ask the community members, which is around \$60 per student. She added that there is no room within that operating referendum to go to the voters to help address the needs that the District has. The other request the District can go for is a building bond referendum where there is no cap given, and it has been 50 years since the District last went for one. There has been work done on the facilities, but it has been long-term facility maintenance, which means it can only be maintained but not remodeled with new walls, doors, or single-stall bathrooms. The building bond referendum does invest in the facilities, but by reducing the number of facilities being run or making them more efficient, it can free up those operational dollars to then help with programming and staffing.

Mayor Pro Tem Kragness asked Ms. Hoheisel to explain what it means if voters leave this option blank, because that is a vote. Ms. Hoheisel noted that if the circle is not filled in, that is a no vote.

Councilmember Jerzak noted that Dr. Staloch clearly stated there is a lack of enrollment in Hennepin County, but he fears that there will be competition harvesting other students from other school districts without ever solving the problem. He noted that these are real concerns and are long-term problems that will have to be addressed.

Dr. Staloch thanked Councilmember Jerzak for his comment, and noted that Minnesota allows open enrollment in and out, and people have choices for a lot of reasons; sometimes it is based on where they live, other times it is the programming that the schools offer. She stated that is why the District is looking at doing multiple things to get themselves to a better place fiscally, with a sustainable path forward, and provide better opportunities and education for its students. She added that since COVID-19, she has seen more collaboration with school districts, but that is never going to prevent people from shopping, and the best way to maintain resident families is to offer an excellent product.

Councilmember Moore stated she moved to this area 33 years ago with her daughter, and never really knew which suburb she was in, and she feels the same way about how the District lines were drawn. She noted that her daughter is a 2009 Cooper graduate, went to Northport Elementary, and went to TLC Middle School at that time, but a lot has changed since then. The District has to be innovative and look outside the box, and it is a sad place for that District to be in, but she appreciated that Dr. Staloch explained what the impact would be on precinct six voters. She added

that she wished the state did a better job with District boundaries, and there was more collaboration so that all students had excellent experiences with a lot of opportunities.

Mayor Pro Tem Kragness stated she appreciated that Robbinsdale kept the Spanish programming, as her daughter is bilingual and is fluent in Spanish, so even though the school shifted things around, it is being offered at Sandburg as well as Plymouth Middle School. Dr. Staloch stated part of the decision behind that was to ensure that there was equitable programming in both of those middle schools.

Councilmember Jerzak moved and Councilmember Moore seconded to accept the presentation.

Motion passed unanimously.

Mayor Pro Tem Kragness noted that they could now discuss the Administration Fees. City Attorney Siobhan Tolar asked if this was added as an agenda item, or if the Council was continuing the Study Session.

Ms. Tolar noted that the Regular Session would have to be adjourned first.

Mayor Pro Tem Kragness stated they could revisit it after finishing the Regular Session.

8. PUBLIC HEARINGS

9. PLANNING COMMISSION ITEMS

10. COUNCIL CONSIDERATION ITEMS

11. COUNCIL REPORT

Councilmember Moore reported on her attendance at the following events and provided information on the following upcoming events:

- Shared that she attended the Health Fair on Saturday, and noted City Staff did an incredible job.
- Shared that she participated in finger painting, and helped pick a name for the mural that is going on the Community Center, and thanked all Staff involved with that project.
- Shared that she attended the Metro City's Revenue and Policy meeting last week, and the common theme was unfunded mandates for federal, state, and county, and how that hits cities in the Metro area. There was also discussion about water supply, with PFAS and transportation grants.
- Shared that she met with two constituents about some concerns and questions.

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

- Shared that he attended the Health Fair.
- Shared that he attended Night to Unite and met with several constituents.

- Shared that Luther's end-of-the-season soccer had over 347 attendees and was well attended. Mayor Pro Tem Kragness added that there were 325 youth who attended.

Councilmember Lawrence-Anderson reported on her attendance at the following events and provided information on the following upcoming events:

- Shared that this is an election year for Council, Senate, and federal positions and encouraged residents to do their research and make an educated vote.

Mayor Pro Tem Kragness reported on her attendance at the following events and provided information on the following upcoming events:

- Shared that she attended Night to Unite and was invited to a lot of parties but was only able to make it to six of them.
- Shared that she attended a meeting with the Attorney General and Congresswoman Omar.
- Shared that she attended the end-of-season summer soccer party at Centennial Park.
- Shared that she attended the Health Fair at the Community Center, and there was a large turnout with a lot in attendance who were not residents of Brooklyn Center.
- Shared that she attended her one-on-one meeting with Mr. Nyquist.
- Shared that the Brooklyn Center Tree Giveaway is coming up, where residents can adopt a tree at Great River Greening's website, and the deadline is August 11.
- Shared that there are two ribbon cuttings tomorrow with the new Coffee Lounge and New Horizon.
- Shared that Gus Macker's tournament is this weekend in Brooklyn Park.
- Shared that Music at the Farm and the BrookLynk Summer Celebration are coming up this weekend, which can all be found on the Brooklyn Center website on the calendar.

12. ADJOURNMENT

Councilmember Lawrence-Anderson moved and Councilmember Moore seconded adjournment of the City Council meeting at 7:56 p.m.

Motion passed unanimously.

Council Regular Meeting

DATE: 8/24/2026
TO: City Council
FROM: Ginny McIntosh, Planning Manager
THROUGH: Daren Nyquist, Interim City Manager
BY: Krystin Eldridge, Associate Planner
SUBJECT: A Resolution Re-approving the Preliminary and Final Plat for Shingle Creek Crossing 7th Addition and Authorizing Final Plat Recording

Requested Council Action:

- Motion to adopt a resolution re-approving the preliminary and final plat for Shingle Creek Crossing 7th Addition, as contemplated under Planning Commission Application No. 2025-006, and authorizing final plat recording.

Background:

In 2025, Kimley-Horn (“the Applicant”) requested approval of a preliminary and final plat under Planning Commission Application No. 2025-006 for SHINGLE CREEK CROSSING 7TH ADDITION and on behalf of Shingle Creek LLC (“the Property Owner”). The requested re-platting allowed the existing property lines for the identified parcels to be adjusted and straightened to better align with the layout of the proposed buildings for Building Sites L, M, O, Q, S, and N within the Shingle Creek Crossing Planned Unit Development (PUD).

The identified Building Sites are commonly addressed as 1000, 1020, 1050, 1100, and 1150 Shingle Creek Crossing and are situated on approximately 7.94 acres.

Since the original Planned Unit Development and plat approvals for Shingle Creek Crossing in 2011, subsequent subdivision approvals and numerous amendments to the Planned Unit Development have been approved to accommodate market conditions.

The plat requests noted existing drainage and utility easements on SHINGLE CREEK CROSSING 7TH ADDITION, which would be maintained.

A public hearing was held at the Planning Commission on August 14, 2025, and the Planning Commission ultimately recommended approval of the preliminary and final plats. The City Council reviewed the submitted plats and materials at their meeting on August 25, 2025, and approved the requests under City Council Resolution No. 2025-130.

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

shall be considered void.

The Applicant was delayed in recording the plat and is requesting an extension so that the mylar (final plat) can be recorded with Hennepin County. As there have been no changes to the preliminary or final plat, and it would not be in the public interest to bring the application back through the full City process, City staff are requesting City Council re-approve the preliminary and plat approvals for SHINGLE CREEK CROSSING 7TH ADDITION and authorize recording of the final plat.

It should be noted that the conditions established in the original approvals and as outlined under City Council Resolution No. 2025-130 still remain in effect and prior to recording the plat, the Applicant will need to provide evidence of title satisfactory to the City Attorney. The Attorney representing the Property Owner emailed an updated title commitment to City staff on August 20, 2026.

A copy of the Planning Commission Report dated August 14, 2025, City Council Resolution No. 2025-130, and a resolution requesting re-approval of the preliminary and final plat for SHINGLE CREEK CROSSING 7TH ADDITION and authorizing final plat recording are included with this memo for Council's review and consideration.

Budget Issues:

None to consider at this time.

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

ATTACHMENTS:

1. Resolution — Re-approving Preliminary and Final Plat for Shingle Creek Crossing 7th Addition and Authorizing Final Plat Recording
2. City Council Resolution No. 2025-130
3. Staff Report with Exhibits — Planning Commission Application No. 2025-006

Member
moved its adoption:

introduced the following resolution and

RESOLUTION NO.

A RESOLUTION RE-APPROVING THE PRELIMINARY AND FINAL PLAT FOR SHINGLE CREEK CROSSING 7TH ADDITION AND AUTHORIZING FINAL PLAT RECORDING

WHEREAS, Kimley-Horn (“the Applicant”), on behalf of Property Owner Shingle Creek LLC, submitted Planning Commission Application No. 2025-006 for approval of the preliminary and final plats for SHINGLE CREEK CROSSING 7TH ADDITION, which encompasses properties commonly addressed as 1000, 1020, 1050, 1100, and 1150 Shingle Creek Crossing; and

WHEREAS, the aforementioned properties are located within the Shingle Creek Crossing Planned Unit Development, and the original filed plat was approved in 2011 and contemplated the re-platting of the former Brookdale Mall properties into 19 lots and one outlot to facilitate phased improvements and development within the shopping center; and

WHEREAS, since the original Planned Unit Development and plat approvals in 2011, subsequent subdivision approvals and numerous amendments to the Planned Unit Development have been approved to accommodate market conditions; and

WHEREAS, the requested re-plat allows for the re-alignment and straightening of five existing parcels located on approximately 7.94 acres known as Building Sites L, M, O, Q, S, and N within the Shingle Creek Crossing Planned Unit Development; and

WHEREAS, these lots, which are identified as Lots 14 and 15, Block 1 of SHINGLE CREEK CROSSING ADDITION, and Lots 1, 2, and 3, Block 2 of SHINGLE CREEK CROSSING 2ND ADDITION, would be re-platted into Lots 1, 2, 3, 4, and 5, Block 1 of SHINGLE CREEK CROSSING 7TH ADDITION; and

WHEREAS, existing drainage and utility easements, as identified on the provided SHINGLE CREEK CROSSING 7TH ADDITION preliminary and final plats, would remain; and

WHEREAS, a public hearing was held at the August 14, 2025, Planning Commission meeting, whereby this item was given due consideration, a staff report was presented, and a public hearing was opened to allow for public testimony regarding the plat requests for SHINGLE CREEK CROSSING 7TH ADDITION, which were received and noted for the record; and

WHEREAS, the City Council reviewed the submitted plat and materials submitted with Planning Commission Application No. 2025-006 at their meeting on August 25, 2025, and determined that the plat is in general conformance with the City of Brooklyn Center’s City Code

of Ordinances, and specifically Sections 35-8106 (*Preliminary Plat*) and 35-8107 (*Final Plat*); and

WHEREAS, the City Council adopted City Council Resolution No. 2025-130 to approve Planning Commission Application No. 2025-006 and its requests for a preliminary and final plat, subject to certain conditions; and

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

WHEREAS, the recording of SHINGLE CREEK CROSSING 7TH ADDITION was delayed and in working the Property Owner and Applicant, the Applicant requests additional time to work through any remaining updates to the plat as necessary, have the City Attorney conduct a review, and submit the plat to Hennepin County for their review and recording; and

WHEREAS, the City Council determines that requiring the Applicant to go through the entire plat approval process when there have been no changes to the approved plat and it is not in the public interest and the City Council is willing to re-approve the plat and allow the plat to be recorded without further process, subject to the Applicant complying with all conditions as outlined under City Council Resolution No. 2025-130.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Brooklyn Center, Minnesota that approval of the preliminary and final plat for SHINGLE CREEK CROSSING 7TH ADDITION is hereby re-approved, and authorization to record the final plat may occur subject to the following conditions:

1. The conditions established in the original approvals as outlined under City Council Resolution No. 2025-130 remain in effect; and
2. Prior to recording, the Applicant shall provide the City updated evidence of title satisfactory to the City Attorney.

August 24, 2026

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.

Member Moore introduced the following resolution and moved its adoption:

RESOLUTION NO. 2025-130

RESOLUTION REGARDING PLANNING COMMISSION APPLICATION NO. 2025-006 FOR APPROVAL OF A PRELIMINARY AND FINAL PLAT FOR SHINGLE CREEK CROSSING 7TH ADDITION (1000, 1020, 1050, 1100, and 1150 SHINGLE CREEK CROSSING)

WHEREAS, Planning Commission Application No. 2025-006 was submitted by Applicant Kimley-Horn on behalf of Property Owner Shingle Creek LLC and encompassing certain properties commonly addressed as 1000, 1020, 1050, 1100, and 1150 Shingle Creek Crossing; and

WHEREAS, the aforementioned properties are located within the Shingle Creek Crossing Planned Unit Development, and the original final plat was approved in 2011 and contemplated the re-platting of the former Brookdale Mall properties into 19 lots and one outlot to facilitate phased improvements and development within the shopping center; and

WHEREAS, since the original Planned Unit Development ad plat approvals in 2011, subsequent subdivision approvals and numerous amendments to the Planned Unit Development have been approved to accommodate market conditions; and

WHEREAS, the requested re-plat would allow for the re-alignment and straightening of five existing parcels located on approximately 7.94 acres and known as Building Sites L, M, O, Q, S, and N within the Shingle Creek Crossing Planned Unit Development; and

WHEREAS, these lots, which are currently identified as Lots 14 and 15, Block 1 of the SHINGLE CREEK CROSSING ADDITION, and Lots 1, 2, and 3, Block 2 of the SHINGLE CREEK CROSSING 2ND ADDITION, would be re-platted into Lots 1, 2, 3, 4, and 5, Block 1 of the SHINGLE CREEK CROSSING 7TH ADDITION; and

WHEREAS, existing drainage and utility easements, as identified on the provided SHINGLE CREEK CROSSING 7TH ADDITION preliminary and final plats, would remain; and

WHEREAS, on August 14, 2025, the Planning Commission of the City of Brooklyn Center, Minnesota, held a duly called public hearing, whereby this item was given due consideration, a staff report was presented, and a public hearing was opened to allow for public testimony regarding the plat requests for SHINGLE CREEK CROSSING 7TH ADDITION, which were received and noted for the record; and

WHEREAS, the City Council has determined in its review of the plat and materials submitted with Planning Commission Application No. 2025-006, that said plat is in general conformance with the City of Brooklyn Center's City Code of Ordinances, and specifically Sections 35-8106 (*Preliminary Plat*) and 35-8107 (*Final Plat*).

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of

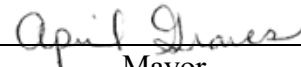
RESOLUTION NO. 2025-130

Brooklyn Center, Minnesota, that Planning Commission Application No. 2025-006, as submitted by Kimley-Horn and requesting approval of the preliminary and final plat for SHINGLE CREEK 7TH ADDITION be approved based upon the findings of fact in the Planning Commission staff report dated August 14, 2025, submitted documentation and plans, and as amended by the following conditions of approval:

1. Approval of the preliminary plat, final plat, and mylar for SHINGLE CREEK CROSSING 7TH ADDITION shall be subject to the provisions as outlined under Chapter 35 (*Unified Development Ordinance*), including, but not limited to Sections 35-8106 (*Preliminary Plat*) and 35-8107 (*Final Plat*).
 - a. All requested revisions as outlined in the Planning Commission report prepared for Planning Commission Application No. 2025-006 and dated for the August 14, 2025, Planning Commission meeting shall be addressed.
 - b. Any comments and/or requirements from the City Attorney's office. The Property Owner shall submit an up-to-date certified abstract of title or registered property report and such other evidence as the City Attorney may require showing title or control.
2. Any comments and/or requirements as provided by Hennepin County.
3. The successful recording of said plat (mylar) with Hennepin County within one (1) year following date of City Council approval; otherwise, the final plat shall be considered void.
4. Any development on the Subject Properties shall be subject to separate City consideration and approval of a site and building plan and amendments to the Shingle Creek Crossing Planned Unit Development plans and documents, as contemplated within Sections 35-2103.e (*Existing Planned Unit Developments*) and 35-8300 (*Planned Unit Developments*), and to reflect the Subject Properties as identified within the SHINGLE CREEK CROSSING 7TH ADDITION.

August 25, 2025

Date


Mayor

ATTEST:



City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member Jerzak
and upon vote being taken thereon, the following voted in favor thereof:
Graves, Jerzak, Kragness, Moore
and the following voted against the same: none
whereupon said resolution was declared duly passed and adopted.

Planning Commission Report
Meeting Date: August 14, 2025

- Application Filed: 07/15/2025
- Review Period (60-day) Deadline: 09/13/2025
- Extension Declared: No
- Extended Review Period Deadline:

Application No. 2025-006
Applicant | Property Owner: Kimley-Horn | Shingle Creek LLC
Addresses | PIDs: 1000, 1020, 1050, 1100, and 1150 Shingle Creek Crossing, Brooklyn Center, MN 55430 | 02-118-21-31-0065, 02-118-21-31-0063, 02-118-21-32-0029, 02-118-21-32-0024, 02-118-21-32-0025, 02-118-21-31-0058, 02-118-21-32-0030, 02-118-21-32-0031, and 02-118-21-31-0064
Requests: Preliminary and Final Plats — SHINGLE CREEK CROSSING 7TH ADDITION



Map 1. Subject Properties Proposed for Re-plat to SHINGLE CREEK CROSSING 7TH ADDITION.

REQUESTED ACTION

Kimley-Horn (“the Applicant”) is requesting approval of a preliminary and final plat for SHINGLE CREEK CROSSING 7TH ADDITION on behalf of Shingle Creek LLC (“the Property Owner”)—refer to Exhibit A. The requested re-platting would allow for the existing property lines for the identified parcels in Map 1 above to be adjusted and straightened to better align with the layout of the proposed buildings for Building Sites L, M, O, Q, S, and N within the Shingle Creek Crossing Planned Unit Development (PUD).

Due to the nature of the requests, a public hearing notice was published in the Brooklyn Center *Sun Post* on July 31, 2025 (Exhibit B). Mail notifications were sent to those property owners and residents located in vicinity of the Subject Property, and a public hearing notice uploaded to the City’s website.

The majority of properties located in vicinity to the Subject Property are owned by the same Property Owner who submitted the application request as outlined in this report (Planning Commission Application No. 2025-006), and include the following addresses: 1000, 1020, 1050, 1100, and 1150 Shingle Creek Crossing (“the Subject Properties”). Other neighboring property owners include the City of Brooklyn Center Economic Development Authority, KKMBAA Brooklyn Center LLC (HOM Furniture), Carol Blum Rev Trust (Bank of America), and MJ Pro Enterprise Inc (Pop! Car Wash).

Site Data

2040 Land Use Plan:	Transit-Oriented Development (TOD)
Neighborhood:	Centennial
Current Zoning:	Planned Unit Development/Commerce District (PUD/C2)
Site Area:	Approximately 7.94 acres

Surrounding Area

Direction	2040 Land Use Plan	Zoning	Existing Land Use
North	Transit-Oriented Development (TOD)	Planned Unit Development/Commerce District (PUD/C2)	Commercial (Domino’s, Aspen Dental, Pop! Car Wash)
South	ROW (Highway 100)	(ROW/Highway 100)	Major Highway (Highway 100)
East	Transit-Oriented Development (TOD)	Planned Unit Development/Commerce District (PUD/C2)	Commercial (Bank of America, HOM Furniture)
West	Transit-Oriented Development (TOD)	Planned Unit Development/Commerce District (PUD/C2)	Commercial (Empire Foods)

PRELIMINARY AND FINAL PLAT

The originally approved final plat for Shingle Creek Crossing was approved on May 23, 2011, and created a series of lots for almost the entirety of the former Brookdale Mall area. The Subject Properties, as they exist today, were approved through the creation of the overall Shingle Creek Crossing Planned Unit Development (PUD). The original preliminary plat approval for Shingle Creek Crossing contemplated the re-platting of the former Brookdale Mall properties, and excluding the former Sears parcel, into 19 lots and one outlot to facilitate phased improvements and development within what is today known as Shingle Creek Crossing shopping center. At that time, Building Site L was contemplated as an approximately 10,920-square foot retail use, Building Site M as an approximately 7,475-square foot restaurant use, Building Site Q as an approximately 35,680-square foot retail use, and Building Site N as an approximately 21,515-square foot retail use.

Since the original PUD and plat approvals in 2011, the Applicant has received subsequent approvals for numerous amendments to the Planned Unit Development, as well as subdivision re-plats.

The eastern portion of the Shingle Creek Crossing Planned Unit Development, which includes the identified Subject Properties, was originally envisioned for retail uses and sit-down restaurants, with

outdoor patios overlooking a partially daylight Shingle Creek. In 2012, under City Council Resolution No. 2012-129, the Planned Unit Development was amended following a re-plat of certain lots, which resulted in an amendment to Building Site Q from an approximately 35,660-square-foot junior box retail store to two new mixed retail/restaurant pad sites and identified as new Building Sites O and Q. Despite years of the Property Owner seeking potential users, Building Sites L, M, O, Q, S, and N remain vacant.

Parking standards within the Planned Unit Development for Shingle Creek Crossing were set to a minimum 4.5 parking stalls per 1,000-square feet of gross floor area for retail uses and a minimum parking ratio of 10 parking stalls per 1,000-square feet for restaurant pad sites. As proposed, all five (5) lots would meet the minimum requirements for commercial or retail uses.

The 2009 Daylighting of Shingle Creek Framework Plan presented conceptual plans, cost estimates, and a financial strategy through cooperative efforts of Hennepin County, the City of Brooklyn Center, and developer Gatlin Development Company. At the time, a proposal had been to replace the designated FEMA (Federal Emergency Management Agency) floodplain on “Lot 16” (also known as old Building Site Q, which are now Building Sites O and Q), through the identified flood storage area within the partial daylighting of Shingle Creek. A full daylighting of Shingle Creek was explored back in 2011; however, the costs associated within removal of two box culverts to maximize the Creek as an amenity for economic development were not supported at that time.

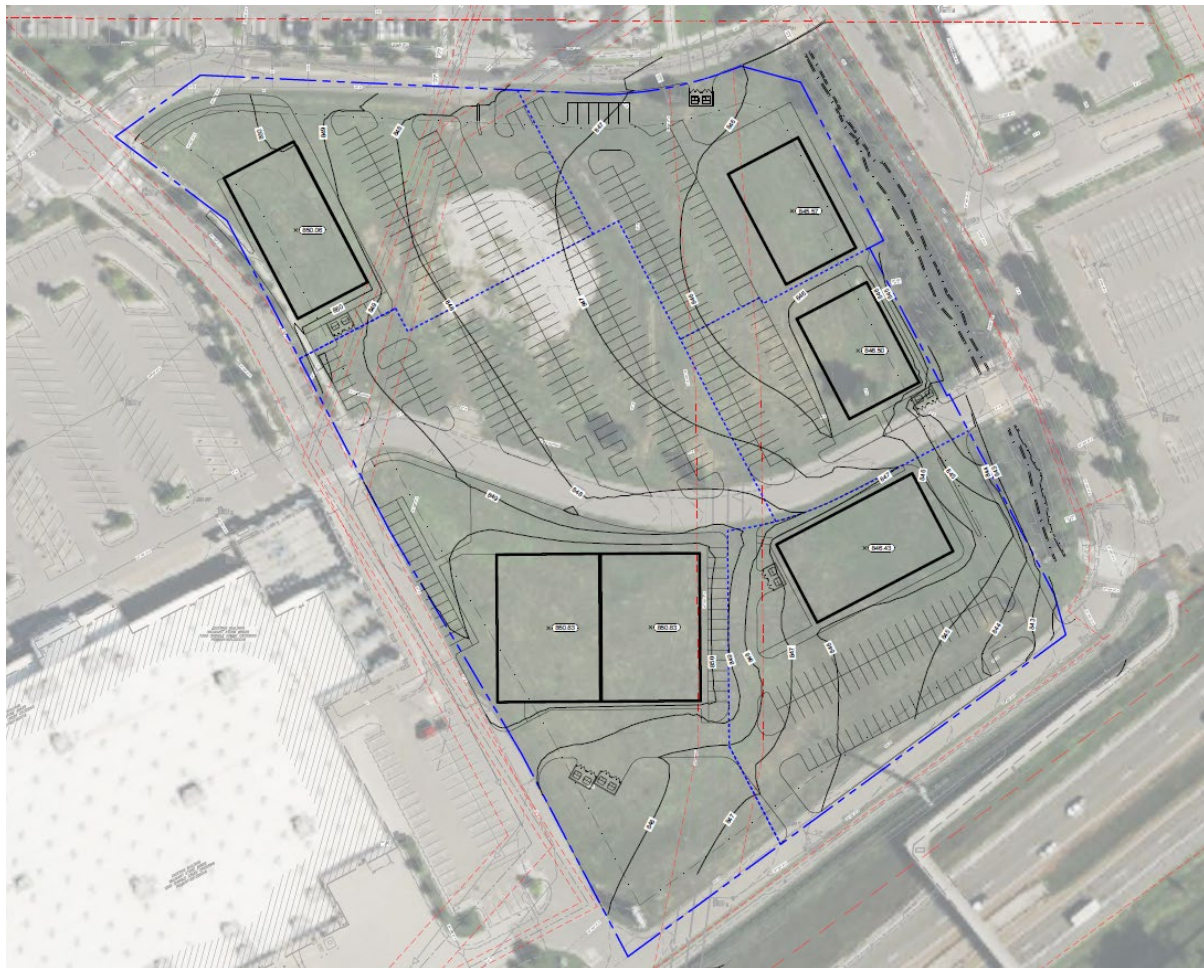


Image 1. Aerial Image Showing Subject Properties with Proposed New Property Lines and Building Footprints.



Image 2. Existing Subject Property parcels for Building Sites L, M, O, Q, S, and N.

This past year, City staff, in coordination with the Applicant and the Shingle Creek and West Mississippi Watershed Commission (Consultant Stantec) had a feasibility report prepared for the potential full daylighting of Shingle Creek where the Subject Properties are located. Although an application for grant funding was successfully submitted to the Minnesota DNR Environment and Natural Resources Trust, the application request was ultimately not successful.

As proposed, no new lots would be created as part of the requested preliminary and final plat requests for SHINGLE CREEK CROSSING 7TH ADDITION. The Applicant identifies a 57-foot-wide drainage and utility easement and a 20-foot-wide drainage and utility easement on the plat. Both easements are in existence today and there are no plans to alter or vacate them.

City staff reviewed the preliminary and final plat requests against Section 35-8100 (*Subdivisions and Planned Unit Developments*) and specifically Sections 35-8106 (*Preliminary Plat*), 35-8107 (*Final Plat*), and 35-8108 (*Combined Preliminary and Final Plat Approval*). Following staff review, requested revisions were provided to the Applicant in a follow-up meeting and sent via email for incorporation into the revised preliminary and final plats.

Requested revisions to the preliminary plat for SHINGLE CREEK CROSSING 7TH ADDITION include:

1. Provision of surveyor name on preliminary plat and to match final plat;
2. Spelling error for “Brooklyn Center” in right-hand corner of preliminary plat;
3. Clarify legend symbology and clearly identify property line with thicker line;
4. Spell out zoning classification information (i.e. “Planned Unit Development/Commerce District”);
5. Rename building sites on preliminary plat and in identified Site Data Table to reflect the approved building site names under the Shingle Creek Crossing Master PUD plans (i.e. L, M, O, Q, S, and N as opposed to A, B, C, D, E, and F);
6. Clearly identify building setbacks per City approvals and any variances granted under the Shingle Creek Crossing Planned Unit Development plans and documents;
7. Ensure building footprint sizes for each identified building site match the last approved footprint sizes for the Shingle Creek Crossing Master PUD Plans and documents and any footprints are located outside any identified building setbacks;
8. Identify any existing sewer, water, culvert, and other underground facility connections and to a distance of 100 feet beyond tracts with grades, invert elevations, and locations of catch basins, any manholes, and hydrants, unless otherwise waived by City Engineer; and
9. Label identified contours at vertical intervals of not more than two feet, except that contour lines shall be no more than 100 feet apart.

Requested revisions to the final plat for SHINGLE CREEK CROSSING 7TH ADDITION include:

1. Revise the City of Brooklyn Center signature block to reflect signature lines for the City of Brooklyn Center “Mayor” and “City Clerk” per Section 35-8107.b.2 (*Final Plat*).

CONDITIONS OF APPROVAL

City Staff recommend the following conditions be attached to any positive recommendation on the approval of Planning Commission Application No. 2025-006 for SHINGLE CREEK CROSSING 7TH ADDITION:

1. Approval of the preliminary plat, final plat, and mylar for SHINGLE CREEK CROSSING 7TH ADDITION shall be subject to the provisions as outlined under Chapter 35 (*Unified Development Ordinance*), including, but not limited to Sections 35-8106 (*Preliminary Plat*) and 35-8107 (*Final Plat*).
 - a. All requested revisions as outlined in the Planning Commission report prepared for Planning Commission Application No. 2025-006 and dated for the August 14, 2025, Planning Commission meeting shall be addressed.
 - b. Any comments and/or requirements from the City Attorney’s office. The Property Owner shall submit an up-to-date certified abstract of title or registered property report and such other evidence as the City Attorney may require showing title or control.
2. Any comments and/or requirements as provided by Hennepin County.
3. The successful recording of said plat (mylar) with Hennepin County within one (1) year following date of City Council approval; otherwise, the final plat shall be considered void.
4. Any development on the Subject Properties shall be subject to separate City consideration and approval of amendments to the Shingle Creek Crossing Planned Unit Development plans and documents, and to reflect the Subject Properties as identified within the SHINGLE CREEK CROSSING 7TH ADDITION, as contemplated within Sections 35-2103.e (*Existing Planned Unit Developments*) and 35-8300 (*Planned Unit Developments*).

RECOMMENDATION

City staff recommends the Planning Commission recommend City Council approval of Planning Commission Application No. 2025-006 for the SHINGLE CREEK CROSSING 7TH ADDITION preliminary and final plats, based on the findings of fact and subject to the Applicant complying with the Conditions of Approval as noted above.

Attachments

Exhibit A — Planning Commission Application No. 2025-006 documentation, prepared by Gatlin Development Company, Kimley-Horn, and Sunde Land Surveying.

Exhibit B — Public Hearing Notice, as published in the Brooklyn Center *Sun Post*, and dated July 31, 2025.

From: Jose A. Baella, *Vice President of Architecture & Planning*

Gatlin Development Co., Inc

To: Ginny McIntosh, *Planning Manager*

City of Brooklyn Center, MN

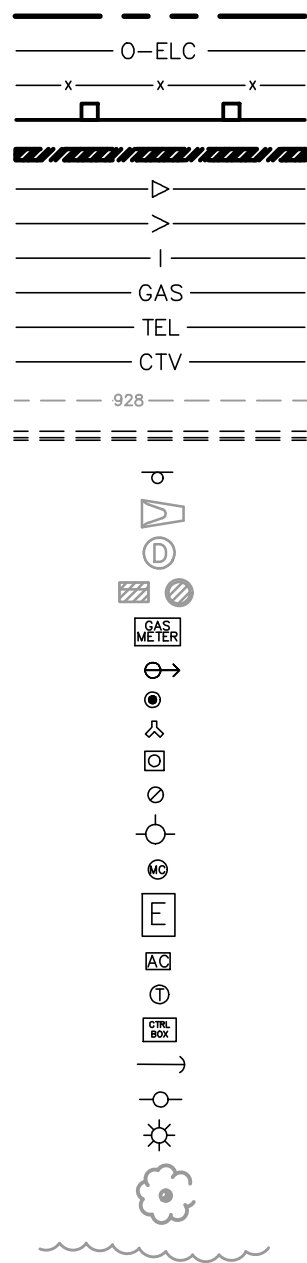
Summary/ Reasoning for Proposed Replat:

The purpose of the re-plat is to adjust and straighten the property lines, so they better align with the layout of the proposed buildings. Each parcel will still provide adequate parking to meet code requirements for its intended use.

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



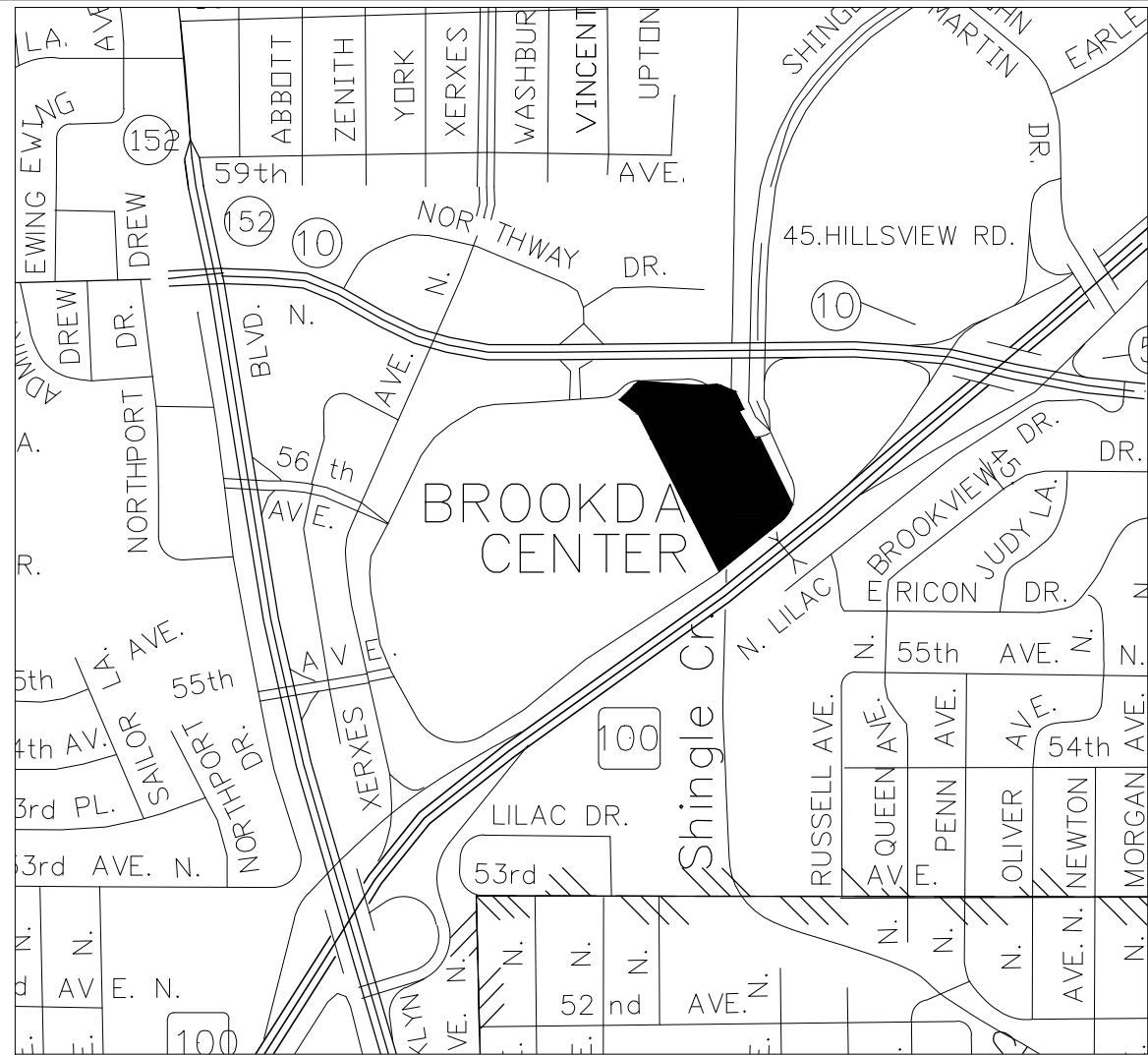
LEGEND



PROPERTY LINE
EXISTING OVERHEAD POWER LINE
EXISTING CHAINLINK FENCE
EXISTING J-BARRIER
EXISTING RETAINING WALL
EXISTING SANITARY SEWER
EXISTING STORM SEWER
EXISTING WATERMAIN
EXISTING GAS MAIN
EXISTING UNDERGROUND TELEPHONE
EXISTING UNDERGROUND CABLE
EXISTING CONTOUR
EXISTING CURB & GUTTER
EXISTING SIGN
EXISTING FLARED END SECTION
EXISTING STORM MANHOLE
EXISTING STORM CATCHBASIN
EXISTING GAS METER
EXISTING POST INDICATOR VALVE
EXISTING WELL
EXISTING AUTOMATIC SPRINKLER
EXISTING ROOF DRAIN
EXISTING GATE VALVE
EXISTING HYDRANT
EXISTING METAL COVER
EXISTING ELECTRICAL METER
EXISTING AIR CONDITIONER
EXISTING TELEPHONE MANHOLE
EXISTING CABLE BOX
EXISTING GUY WIRE
EXISTING POWER POLE
EXISTING LIGHT POLE

EXISTING TREE

EXISTING TREE LINE



VICINITY MAP
NOT TO SCALE

SHINGLE CREEK CROSSING 7TH ADDITION

PRELIMINARY PLAT
SECTION 2-T118N-R21W
BROOKLYN CENTER, HENNEPIN COUNTY, MINNESOTA

SITE DATA TABLE					
BUILDING DESIGNATION	PLAT	LOT AREA	BUILDING	PARKING PROVIDED	RATIO
A	LOT 1, BLOCK 1	1.438 AC	9,800 SQ. FT.	85 SPACES	8.67
B	LOT 2, BLOCK 1	1.003 AC	7,700 SQ. FT.	60 SPACES	7.79
C	LOT 3, BLOCK 1	0.776 AC	7,000 SQ. FT.	45 SPACES	6.43
D	LOT 4, BLOCK 1	1.476 AC	10,500 SQ. FT.	68 SPACES	6.48
E	LOT 4, BLOCK 1	3.238 AC	11,400 SQ. FT.	161 SPACES	6.91
F	LOT 5, BLOCK 1		11,900 SQ. FT.		
TOTAL		7.94 AC	58,300 SQ. FT.		

BENCHMARKS

TOP OF NUT OF FIRE HYDRANT 85 FEET +/- NORTH OF NORTHEAST BUILDING CORNER OF OLD WALMART IN EMPTY LOT.
ELEVATION: 853.22 FT

TOP OF NUT OF FIRE HYDRANT 85 FEET +/- NORTH OF NORTHWEST BUILDING CORNER OF OLD WALMART IN EMPTY LOT
ELEVATION: 853.32 FT

TOP OF TOP NUT OF FIRE HYDRANT ON THE NORTH SIDE OF PRIVATE DRIVE, SOUTH OF VERIZON AND DOMINO'S BUILDING
ELEVATION: 852.11 FT

TOP OF TOP NUT OF FIRE HYDRANT ON THE NORTH SIDE OF PRIVATE DRIVE, SOUTH OF POP CAR WASH.
ELEVATION: 849.82 FT

EXISTING PLAT DESCRIPTION

(PER FIRST AMERICAN TITLE INSURANCE COMPANY COMMITMENT FOR TITLE INSURANCE COMMITMENT NO. NCS-1249505-MPLS, COMMITMENT DATE FEBRUARY 02, 2025)

REAL PROPERTY IN THE CITY OF BROOKLYN CENTER, COUNTY OF HENNEPIN, STATE OF MINNESOTA, DESCRIBED AS FOLLOWS:

PARCEL 1:

LOTS 14 AND 15, BLOCK 1, SHINGLE CREEK CROSSING, HENNEPIN COUNTY, MINNESOTA

(TORRENS PROPERTY - CERTIFICATE OF TITLE NO. 1459103)

PARCEL 2:

LOTS 1, 2, 3, BLOCK 2, SHINGLE CREEK CROSSING 2ND ADDITION, HENNEPIN COUNTY, MINNESOTA.

(TORRENS PROPERTY - CERTIFICATE OF TITLE NOS. 1419929, 1419930 AND 1419931)

PARCEL 3:

NONEXCLUSIVE APPURTENANT EASEMENTS IN FAVOR OF PARCELS 1 AND 2 CREATED IN DOCUMENT ENTITLED "EASEMENTS WITH COVENANTS AND RESTRICTIONS AFFECTING LAND" DATED JUNE 28, 2011, RECORDED JUNE 30, 2011, AS DOCUMENT NO. 4868197, AS AMENDED BY FIRST AMENDMENT TO EASEMENTS WITH COVENANTS AND RESTRICTIONS AFFECTING LAND, DATED AUGUST 22, 2014, RECORDED SEPTEMBER 9, 2014, AS DOCUMENT NO. 5198198, AS AMENDED BY THIRD AMENDMENT TO EASEMENTS WITH COVENANTS AND RESTRICTIONS AFFECTING LAND, DATED NOVEMBER 2, 2020, RECORDED DECEMBER 2, 2020, AS DOCUMENT NO. 5775962.

DEVELOPER/ OWNER

GATLIN DEVELOPMENT CO., INC.
1301 RIVERPLACE BLVD SUITE 1900
JACKSONVILLE, FL 32207
(904) 379-4774

CURRENT ZONING

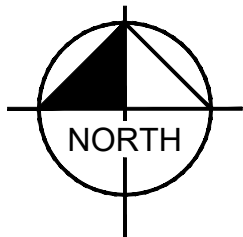
PUD/C2

CITY OF BROOKLYN CENTER

GINNY MCINTOSH
CITY OF BROOKLYN CENTER
PLANNING DEPARTMENT
6301 SHINGLE CREEK PKWY
BROOKLYN CENTER, MN 55430
(763) 569-3330

FINAL PLAT DESCRIPTION

SHINGLE CREEK CROSSING 7TH ADDITION



GRAPHIC SCALE IN FEET

A horizontal line with vertical tick marks at 0, 25, 50, and 100. The segments between 0 and 25, 25 and 50, and 50 and 100 are shaded black. The segment between 0 and 25 is the longest, followed by 25 and 50, and then 50 and 100.

ENGINEER & PREPARER

KIMLEY-HORN AND ASSOCIATES, INC
11995 SINGLETREE LANE SUITE 225
EDEN PRAIRIE, MN 55344
(612) 315-1272

**ALL CONTRACTORS MUST CONTACT
GOPHER STATE CALL ONE**
MN TOLL FREE 1-800-252-1166
BEFORE CONSTRUCTION BEGINS
TWIN CITY AREA 651-454-0002

[illegible]

2025 KIMLEY-HORN AND ASSOCIATES, INC.
111995 SINGLETREE LN, SUITE 225, EDEN PRAIRIE, MN 55344
PHONE: 612-315-1272
WWW.KIMLEY-HORN.COM

KHA PROJECT 160633005	DATE 07/29/2025	SCALE AS SHOWN	DESIGNED BY SJS	DRAWN BY SJS	CHECKED BY BMW
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**PRELIMINARY PLAT
SHINGLE CREEK
CROSSING 7TH
ADDITION**

**SHINGLE CREEK
CROSSING
PREPARED FOR
GATLIN DEVELOPMENT**

SHEET NUMBER

EX 1

SHINGLE CREEK CROSSING 7TH ADDITION

R.T. DOC. NO. _____

PRELIMINARY
SUBJECT TO REVISION

KNOW ALL PERSONS BY THESE PRESENTS: That Shingle Creek, LLC, a Delaware limited liability company, owner and proprietor of the following described property situated in the County of Hennepin, State of Minnesota, to wit:

Lot 14 and 15, Block 1, SHINGLE CREEK CROSSING

AND

Lots 1, 2, 3, Block 2, SHINGLE CREEK CROSSING 2ND ADDITION

Has caused the same to be surveyed and platted as SHINGLE CREEK CROSSING 7TH ADDITION and does hereby dedicate to the public, for public use, the public way and the drainage and utility easements as created by this plat.

In witness whereof said Shingle Creek, LLC, a Delaware limited liability company, has caused these presents to be signed by its proper officer this _____ day of _____, 20____

SIGNED: _____ its _____

STATE OF _____

COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20____, by _____ the _____ of Shingle Creek, LLC, a Delaware limited liability company, on behalf of said company.

Signature _____
Notary Printed Name _____
Notary Public, _____ County, _____
My Commission Expires _____

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

Dated this _____ day of _____, 20____

Leonard F. Carlson, Licensed Land Surveyor
Minnesota License No. 44890

STATE OF MINNESOTA
COUNTY OF HENNEPIN

This instrument was acknowledged before me on this _____ day of _____, 20____, by Leonard F. Carlson.

Signature _____
Notary Printed Name _____
Notary Public, Minnesota
My Commission Expires January 31, _____

CITY COUNCIL, CITY OF BROOKLYN CENTER, MINNESOTA

This plat of SHINGLE CREEK CROSSING 7TH ADDITION was approved and accepted by the City Council of the City of Brooklyn Center, Minnesota at a regular meeting thereof held this _____ day of _____, 20____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03. Subd. 2.

CITY COUNCIL, CITY OF BROOKLYN CENTER, MINNESOTA

BY: _____ Mayor

BY: _____ Manager

RESIDENT AND REAL ESTATE SERVICES, Hennepin County, Minnesota

I hereby certify that taxes payable in 20____ and prior years have been paid for land described on this plat, dated this _____ day of _____, 20____.

Mark V. Chapin, Hennepin County Auditor

BY: _____ Deputy

SURVEY DIVISION, Hennepin County, Minnesota

Pursuant to Minnesota Statutes, Sec. 383B.565 (1969), this plat has been approved this _____ day of _____, 20____.

Chris F. Mavis, County Surveyor

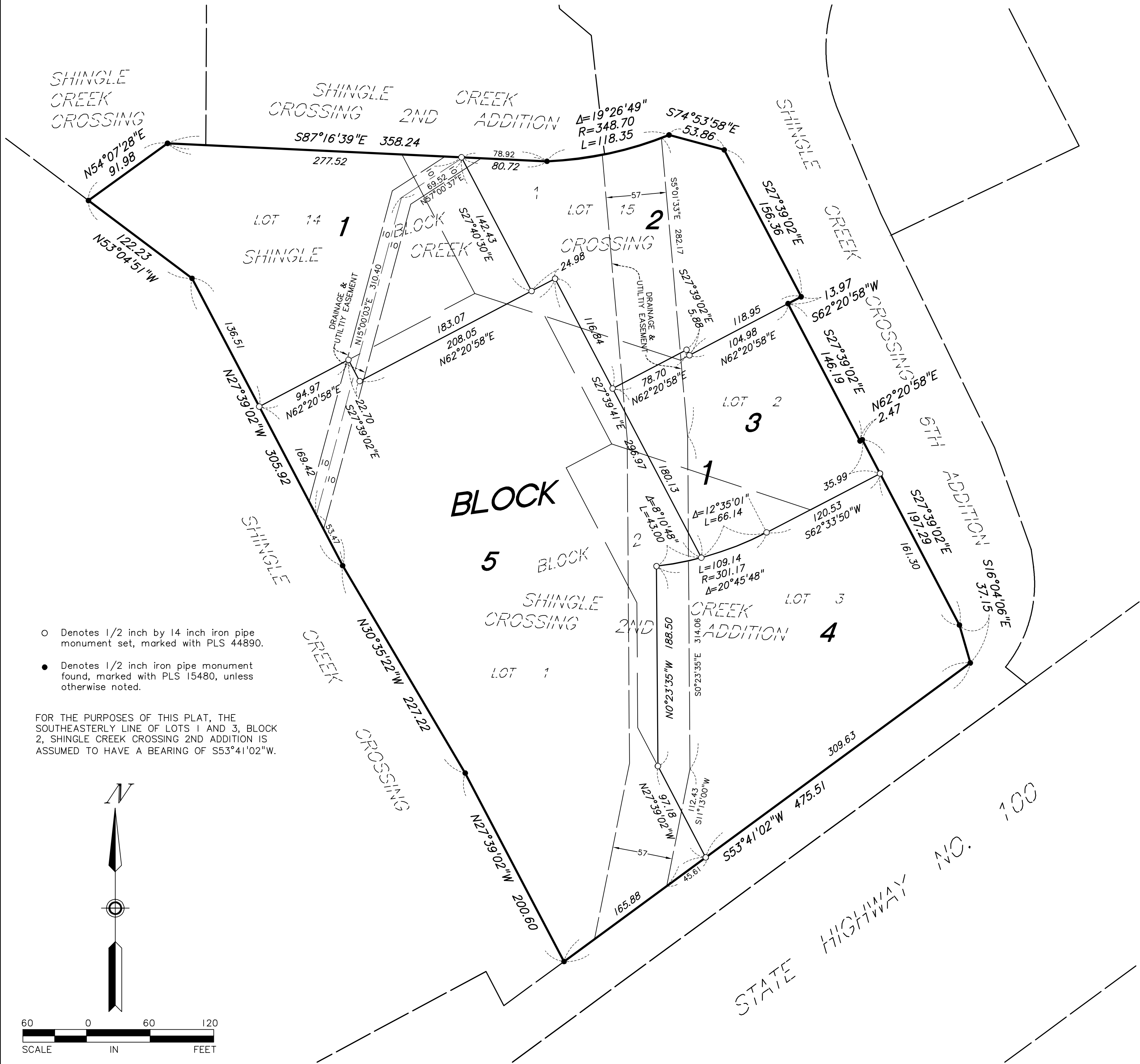
BY: _____

REGISTRAR OF TITLES, Hennepin County, Minnesota

I hereby certify that the within plat of SHINGLE CREEK CROSSING 7TH ADDITION was filed in this office this _____ day of _____, 20____ at _____ o'clock ____M.

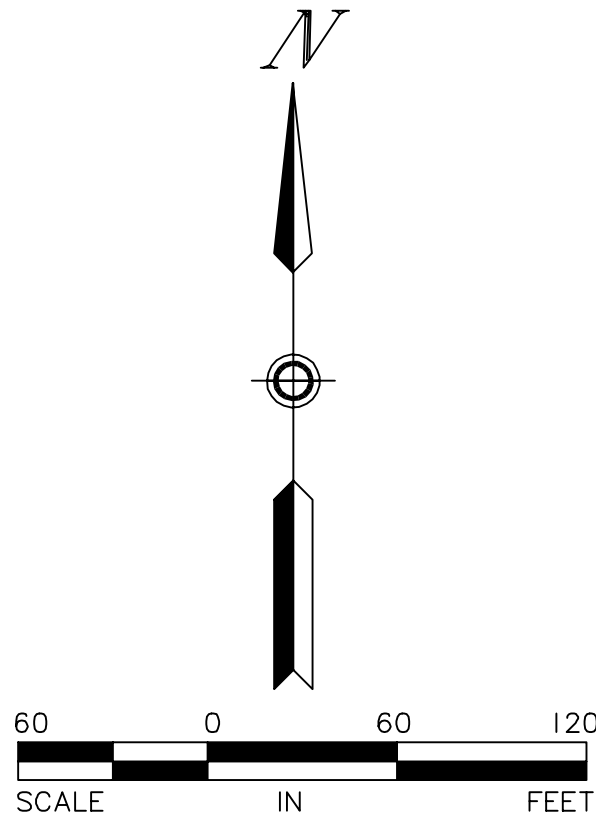
Amber Bougie, Registrar of Titles

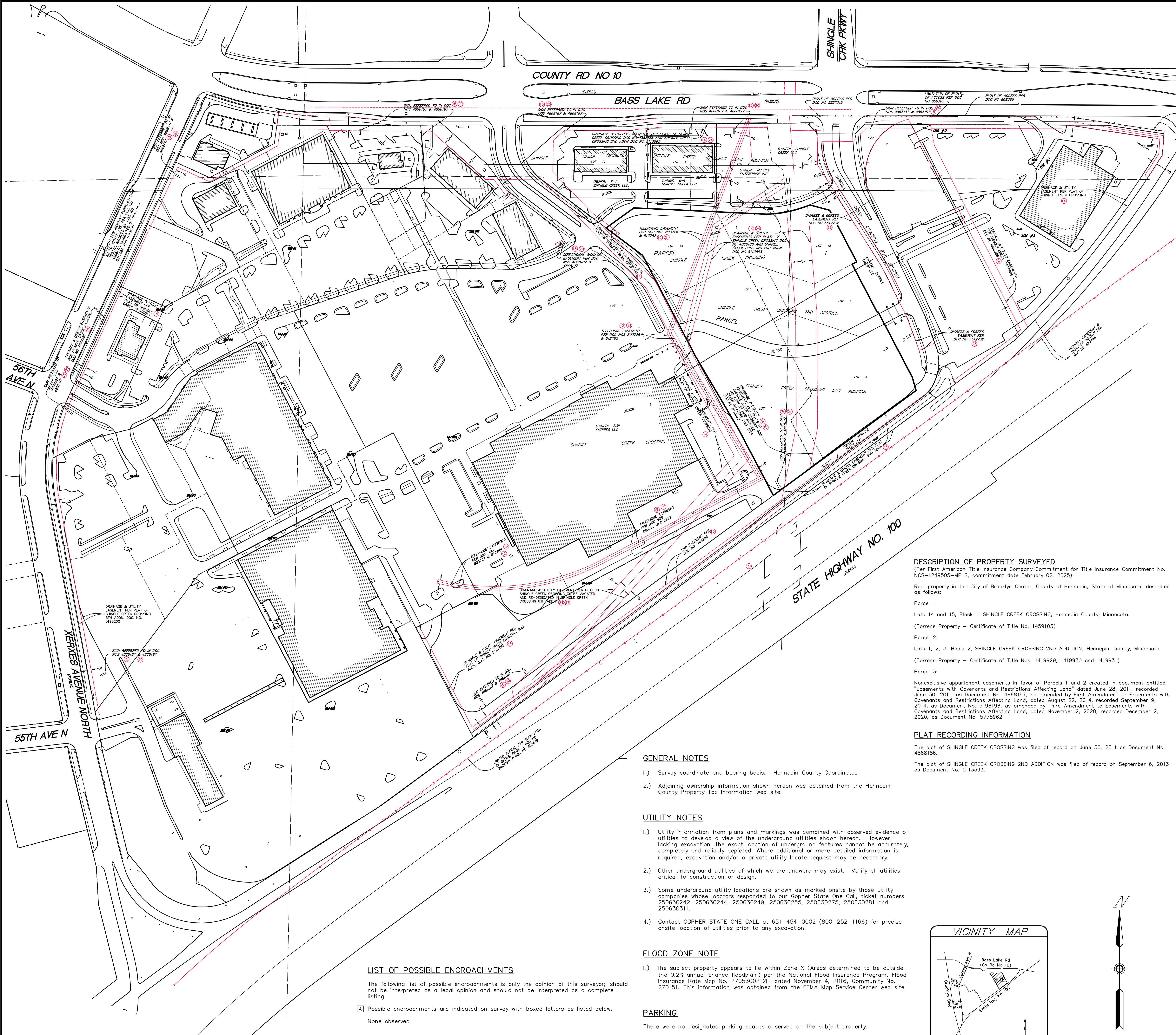
BY: _____ Deputy



- Denotes 1/2 inch by 14 inch iron pipe monument set, marked with PLS 44890.
- Denotes 1/2 inch iron pipe monument found, marked with PLS 15480, unless otherwise noted.

FOR THE PURPOSES OF THIS PLAT, THE SOUTHEASTERLY LINE OF LOTS 1 AND 3, BLOCK 2, SHINGLE CREEK CROSSING 2ND ADDITION IS ASSUMED TO HAVE A BEARING OF S53°41'02"W.





TITLE COMMITMENT

First American Title Insurance Company Commitment for Title Insurance Commitment No. NCS-1249505-MPLS, commitment date February 02, 2025, was relied upon as to matters of record.

Schedule B Exceptions:

- ① Exceptions are indicated on survey with circled numbers unless otherwise noted. Items not listed below are standard exceptions and/or are not survey related.
- 12.) Easements for telecommunications purposes as contained in the Telephone Easement, dated March 10, 1965, recorded April 2, 1965, as Document No. 803726. (Affects Parcel 1 and Lot 1 of Parcel 2) [Shown on survey]
- 13.) The following documents appears as memorials and/or recitals on the Certificate of Title No. 1419929:
- a.) Easement, dated June 23, 1975, recorded July 10, 1975, as Doc. No. 1145296. [Shown on survey]
- 14.) Drainage and utility easements as shown on the plat of Shingle Creek Crossing, recorded June 30, 2011, as Document No. 4868186, and shown as a recital on the Certificates of Titles. (Affects Parcels 1 and 2) [Shown on survey]
- 15.) Shingle Creek Crossing Declaration of Covenants and Restrictions dated June 28, 2011, recorded June 30, 2011, as Document No. 4868187. (Affects Parcels 1 and 2) [portions are illegible and/or are open to interpretation and are not shown on survey; some shown on survey]
- 16.) Easements, and rights incidental thereto, created in Agreement Establishing Covenants, Restrictions and Easements and Terminating Prior Encumbrances, dated June 23, 2011, recorded June 30, 2011, as Document No. 4868188.
- As amended by First Amendment to Agreement Establishing Covenants, Restrictions and Easements and Terminating Prior Encumbrances, dated October 30, 2012, recorded November 27, 2012, as Document No. 5017684.
- As affected by Termination of Temporary Easement, dated July 15, 2013, recorded July 22, 2013, as Document No. 5098198.
- As amended by Second Amendment to Agreement Establishing Covenants, Restrictions and Easements and Terminating Prior Encumbrances, dated April 9, 2014, recorded April 15, 2014, as Document No. 5164295.
- As amended by Third Amendment to Agreement Establishing Covenants, Restrictions and Easements and Terminating Prior Encumbrances, dated July 16, 2015, recorded July 23, 2015, as Document No. 105279134. (Affects Parcels 1 and 2)
- 17.) Development Agreement dated June 17, 2011, recorded June 30, 2011, as Document No. 4868190.
- As amended by First Amendment to Development Agreement, dated November 13, 2012, recorded November 27, 2012, as Document No. 5017704.
- As assigned by Collateral Assignment of Development Agreement, dated November 21, 2012, recorded November 27, 2012, as Document No. 5017707. (Note: This document is not shown as a memorial on the Certificates of Titles)
- As amended by Primary Certificate of Completion, recorded June 18, 2013, as Document No. 5087258.
- As amended by Second Amendment to Development Agreement, dated April 8, 2014, recorded April 15, 2014, as Document No. 5164285. (Note: This document is not shown as a memorial on the Certificates of Titles)
- As amended by Third Amendment to Development Agreement, dated March 10, 2015, recorded March 11, 2015, as Document No. 5239433.
- As affected by Final Certificate of Completion, dated December 22, 2022, recorded January 18, 2023, as Document No. 5995885. [Not able to show on survey]
- (Affects Parcels 1 and 2)
- 18.) Utility Facilities Easement Agreement by and between Shingle Creek LLC, a Delaware limited liability company and the City of Brooklyn Center, a Minnesota municipal corporation dated June 28, 2011, recorded June 30, 2011, as Doc. No. 4868193. (Affects Parcels 1 and 2) [blanket in nature, not shown]
- 19.) Temporary Construction Easement Agreement by and between Shingle Creek, LLC, a Delaware limited liability company as Developer and Wal-Mart Real Estate Business Trust, a Delaware statutory trust dated June 28, 2011, recorded June 30, 2011, as Document No. 4868196. (Affects Parcel 2) [blanket in nature, not shown]
- 20.) Easements with Covenants and Restrictions Affecting Land, dated June 28, 2011, recorded June 30, 2011, as Document No. 4868197. [Shown on survey]
- As amended by First Amendment to Easements with Covenants and Restrictions Affecting Land, dated August 22, 2014, recorded September 9, 2014, as Document No. 5198198.
- As affected by Notice for Easements with Covenants and Restrictions Affecting Land, recorded March 12, 2015, as Document No. 105239817.
- As affected by First Amendment to Notice for Easements with Covenants and Restrictions Affecting Land, dated February 15, 2018, recorded February 21, 2018, as Document No. 105512743.
- As amended by Third Amendment to Easements with Covenants and Restrictions Affecting Land, dated November 2, 2020, recorded December 2, 2020, as Document No. 5775962. (Affects Parcels 1 and 2)
- 21.) Easement, and rights incidental thereto, in favor of Sears, Roebuck and Co., a New York corporation, recorded July 6, 1965, as Document No. 812782. (Affects Parcel 1 and Lots 1 and 3 of Parcel 2) [Shown on survey]
- 22.) Covenants, conditions, restrictions, obligations and easements as contained in Declaration of No-Build Restriction, dated November 28, 2011, recorded November 29, 2011, as Document No. 14905530. (Affects Lot 1 of Parcel 2) [not shown, not enough information to definitively show]
- 24.) Drainage and utility easements as shown on the plat of Shingle Creek Crossing 2nd Addition, recorded September 6, 2013, as Document No. 5113593, and shown as a recital on the Certificates of Titles. (Affects Parcel 2) [Shown on survey]
- 28.) Covenants, conditions, restrictions, obligations and easements as contained in Declaration of Access and Watermain and Sanitary Sewer Easements and Restriction, dated February 15, 2018, recorded February 21, 2018, as Document No. 105512732. (Affects Parcels 1 and 2) [Shown on survey]
- 29.) Covenants, conditions, restrictions and obligations as contained in Declaration of Restrictions, dated February 15, 2018, recorded February 21, 2018, as Document No. 105512746. (Affects Parcels 1 and 2) [nothing to plot]
- 31.) Rights of the interested parties to the free and unobstructed flow of the waters of the Shingle Creek which may flow on or through the land. [creek is shown on survey per field location and plans]

DESCRIPTION OF PROPERTY SURVEYED

(Per First American Title Insurance Company Commitment for Title Insurance Commitment No. NCS-1249505-MPLS, commitment date February 02, 2025)

Real property in the City of Brooklyn Center, County of Hennepin, State of Minnesota, described as follows:

Parcel 1:

Lots 14 and 15, Block 1, SHINGLE CREEK CROSSING, Hennepin County, Minnesota.

(Torrens Property - Certificate of Title No. 1459103)

Parcel 2:

Lots 1, 2, 3, Block 2, SHINGLE CREEK CROSSING 2ND ADDITION, Hennepin County, Minnesota.

(Torrens Property - Certificate of Title Nos. 1419929, 1419930 and 1419931)

Parcel 3:

Nonexclusive appurtenant easements in favor of Parcels 1 and 2 created in document entitled "Easements with Covenants and Restrictions Affecting Land" dated June 28, 2011, recorded June 30, 2011, as Document No. 4868197, as amended by First Amendment to Easements with Covenants and Restrictions Affecting Land, dated August 22, 2014, recorded September 9, 2014, as Document No. 5198198, as amended by Third Amendment to Easements with Covenants and Restrictions Affecting Land, dated November 2, 2020, recorded December 2, 2020, as Document No. 5775962.

PLAT RECORDING INFORMATION

The plat of SHINGLE CREEK CROSSING was filed of record on June 30, 2011 as Document No. 4868186.

The plat of SHINGLE CREEK CROSSING 2ND ADDITION was filed of record on September 6, 2013 as Document No. 5113593.

GENERAL NOTES

- Survey coordinate and bearing basis: Hennepin County Coordinates
- Adjoining ownership information shown hereon was obtained from the Hennepin County Property Tax Information web site.

UTILITY NOTES

- Utility information from plans and markings was combined with observed evidence of utilities to develop a view of the underground utilities shown hereon. However, lacking excavation, the exact location of underground features cannot be accurately, completely and reliably depicted. Where additional or more detailed information is required, excavation and/or a private utility locate request may be necessary.
- Other underground utilities of which we are unaware may exist. Verify all utilities critical to construction or design.
- Some underground utility locations are shown as marked onsite by those utility companies whose locators responded to our Gopher State One Call, ticket numbers 250630242, 250630244, 250630249, 250630255, 250630275, 250630281 and 250630311.
- Contact GOPHER STATE ONE CALL at 651-454-0002 (800-252-1166) for precise onsite location of utilities prior to any excavation.

FLOOD_ZONE_NOTE

- The subject property appears to lie within Zone X (Areas determined to be outside the 0.2% annual chance floodplain) per the National Flood Insurance Program, Flood Insurance Rate Map No. 27053C0212F, dated November 4, 2016, Community No. 270151. This information was obtained from the FEMA Map Service Center web site.

PARKING

There were no designated parking spaces observed on the subject property.

AREA

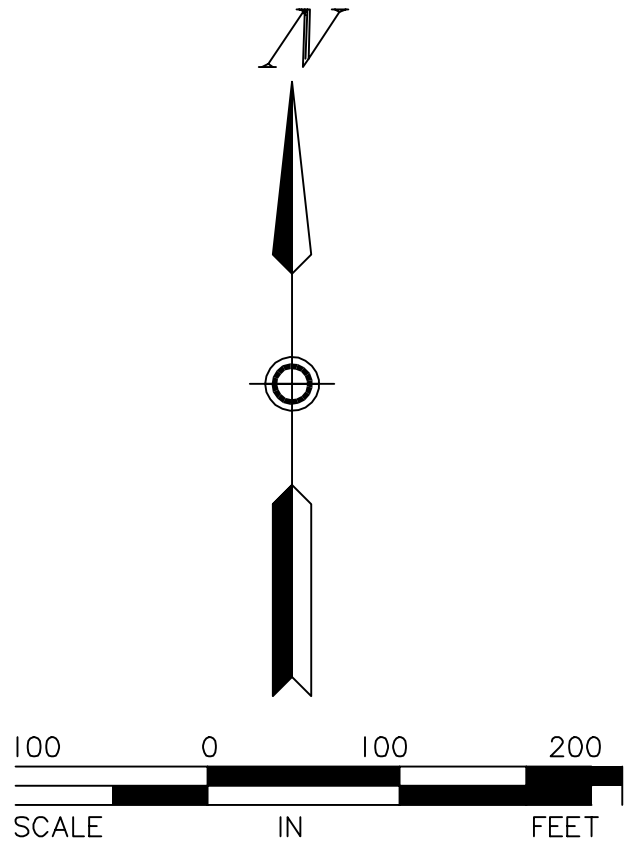
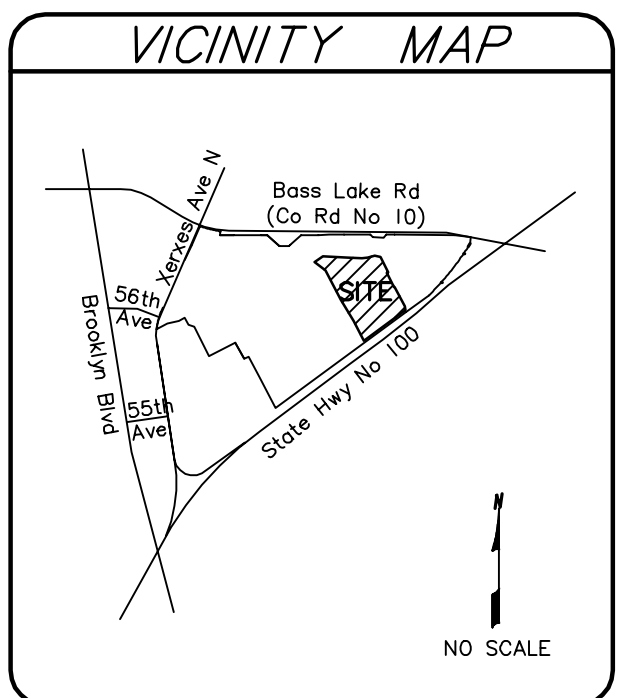
Gross = 345,490 square feet or 7.931 acres

LIST OF POSSIBLE ENCROACHMENTS

The following list of possible encroachments is only the opinion of this surveyor; should not be interpreted as a legal opinion and should not be interpreted as a complete listing.

- A) Possible encroachments are indicated on survey with boxed letters as listed below.

None observed



SURVEYOR'S CERTIFICATION

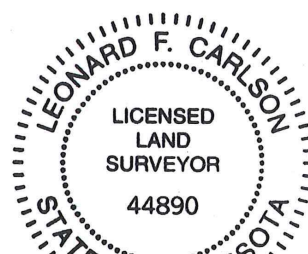
To Shingle Creek, LLC, a Delaware limited liability company and First American Title Insurance Company.

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 7(a), 7(b)(i), 8, 9, 11(a) and 13 of Table A thereof. The fieldwork was completed on March 11, 2025.

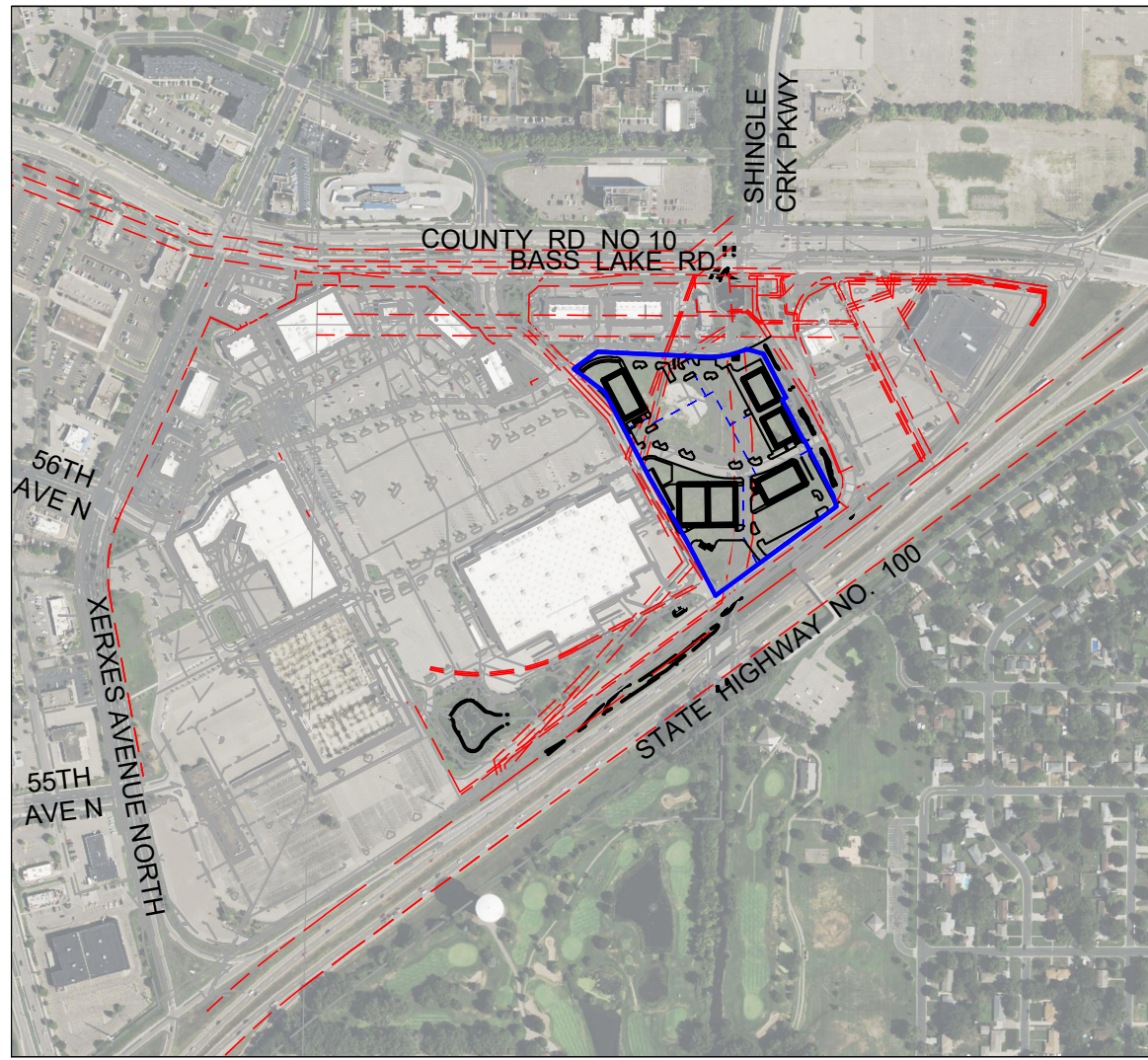
Dated this 31st day of March, 2025

SUNDE LAND SURVEYING, LLC.

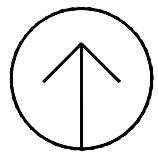
By: *Leonard F. Carlson*
Leonard F. Carlson, P.L.S. Minn. Lic. No. 44890



Revision	By	Date
	NDV	
Drawing Title: ALTA/NSPS LAND TITLE SURVEY FOR: KIMLEY-HORN and ASSOCIATES, INC. Shingle Creek Crossing Brooklyn Center, MN		
SUNDE LAND SURVEYING 9001 East Bloomington Freeway (35W) • Suite 118 Bloomington, Minnesota 55420-3435 952-881-2455 (Fax: 952-888-9526) www.sunde.com		
Project: 2010-040-88 Bk/Pg: 1016/27	Date: 3/31/2025	Sheet: 1 of 3
Township: 118 Range: 21 Section: 2		
File: 201004088001.dwg		



VICINITY MAP
NOT TO SCALE



LEGEND

- EXISTING PROPERTY LINE
- EXISTING LOT LINE
- EXISTING EASEMENT
- PROPOSED LOT LINE
- PROPOSED BUILDINGS
- PRELIMINARY PROPOSED FINISHED FLOOR



SHINGLE CREEK | PRELIMINARY SITE AND GRADING

Brooklyn Center, MN
May 13, 2025

Kimley»Horn

2025 KIMLEY-HORN AND ASSOCIATES, INC.

Exhibit B

CITY OF BROOKLYN CENTER NOTICE OF PUBLIC HEARING

 Save Share

Details for CITY OF BROOKLYN CENTER NOTICE OF PUBLIC HEARING

Jul 31, 2025

CITY OF BROOKLYN CENTER NOTICE OF PUBLIC HEARING TO WHOM IT MAY CONCERN: Please take notice that the Planning Commission of the City of Brooklyn Center will hold an in-person public hearing on Thursday, August 14, 2025 at approximately 7:00 p.m. Meeting materials can be accessed by visiting the City of Brooklyn Center's website at: <https://www.brooklyncentermn.gov/>. 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:

Preliminary and Final Plat APPLICANT -- PROPERTY OWNER: Kimley-Horn -- Shingle Creek LLC ADDRESSES -- PIDS: 1000, 1020, 1050, 1100, and 1150 Shingle Creek Crossing, Brooklyn Center, MN 55430 -- 02-118-21-31-0065, 02-118-21-31-0063, 02-118-21-32-0029, 02-118-21-32-0024, 02-118-21-32-0025, 02-118-21-31-0058, 02-118-21-32-0030, 02-118-21-32-0031, and 02-118-21-31-0064 BRIEF STATEMENT OF CONTENTS OF PETITION: The Applicant requests review and consideration of a request to re-plat certain vacant lands located within the Shingle Creek Crossing shopping center and currently located within SHINGLE CREEK CROSSING ADDITION and SHINGLE CREEK CROSSING 2ND ADDITION, Hennepin County, Minnesota. Comments and questions may be forwarded to gmcintosh@brooklyncentermn.gov up until 4:30 pm on the day of the meeting, or by contacting Ginny McIntosh at (763) 569-3319. Your comments will be included in the record and addressed as part of the meeting.

Alternatively, you may participate in the Planning Commission meeting via Webex at: logis.webex.com Meeting Number (Access Code): 2862 602 8156 Password: BCPC08142025 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. Ginny McIntosh Planning Manager Published in the Sun Post July 31, 2025 1483472

Council Regular Meeting

DATE: 8/24/2026
TO: City Council
FROM: Lydia Ener, City Engineer
THROUGH: Elizabeth Heyman, Director of Public Works
BY: Lydia Ener, City Engineer
SUBJECT: Resolution Accepting Feasibility Report for Improvement Project No. 2027-08, Humboldt Avenue and 65th Avenue Improvement Project

Requested Council Action:

- Motion to approve a resolution accepting feasibility report for Improvement Project 2027-08, Humboldt Avenue and 65th Avenue Improvement Project

Background:

The Humboldt Avenue and 65th Avenue Improvement Project is identified in the Capital Improvement Program (CIP) and is slated for improvements during the 2027 and 2028 construction season. The attached feasibility report provides a summary of the project evaluation process and preliminary street and utility improvements.

The Humboldt Area Improvement Project has been presented to the Brooklyn Center City Council and the public at multiple stages of development. On April 28, 2025, staff presented on the project at a public City Council meeting. Staff also held public open houses at Brooklyn Center High School on April 2 and September 17, 2025, to share project information and gather feedback from residents and other stakeholders.

Budget Issues:

The total project cost for the Humboldt Avenue and 65th Avenue Improvement Project is estimated to be \$11,602,000. Funding sources for the project are proposed from a variety of sources as described in the feasibility report. The Draft Special Assessment Levy Roll for Improvement Project No. 2027-08 is included in Appendix A of the feasibility report.

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

ATTACHMENTS:

1. Humboldt 65th Feasibility and Calling for Imp PH Resolution

2. _Combined_2026-08-24_Humboldt Avenue 65th Ave Improvements - Feasibility Report

Member introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION ACCEPTING FEASIBILITY REPORT FOR IMPROVEMENT PROJECT NO. 2027-08, HUMBOLDT AVENUE AND 65TH AVENUE IMPROVEMENT PROJECT

WHEREAS, a feasibility report outlining the proposed improvements to the streets, storm drainage system and public utilities in the Humboldt Avenue and 65th Avenue Improvement Project area has been prepared; and

WHEREAS, the City Engineer has prepared said report and recommends that the proposed improvements be considered; and

WHEREAS, a portion of the cost of street improvements for said project is proposed to be assessed against properties within the project area; and

WHEREAS, the total project cost for the Humboldt Avenue and 65th Avenue Improvement Project is estimated to be \$11,602,000; the total cost of the street improvement portion of said project is estimated to be \$6,112,000 and the project funding sources are currently estimated to be:

Special Assessments	\$ 584,210.90
Sanitary Sewer Utility Fund	\$ 896,000.00
Water Utility Fund	\$ 1,157,000.00
Street Light Utility Fund	\$ 333,000.00
Street Reconstruction Fund	\$ 900,000.00
<u>MSA (City)</u>	<u>\$ 7,732,789.10</u>
Total	\$11,602,000.00

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

1. The Engineer's Feasibility Report for the Humboldt Avenue and 65th Avenue Improvement Project is received and accepted.

August 24, 2026
Date

Mayor

ATTEST: _____
City Clerk

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

RESOLUTION NO. _____

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.



FEASIBILITY REPORT

HUMBOLDT AVENUE AND 65TH AVENUE NORTH IMPROVEMENT PROJECT

IMPROVEMENT PROJECT NO. 2027-08
SAP 109-111-015, SP 2755-144

CITY OF BROOKLYN CENTER, MINNESOTA

July 27, 2026

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

DRAFT

Lydia Ener, P.E.
Reg. No. 57221
August 24, 2026

I. BACKGROUND

The project area includes approximately 1.5 miles of improvements in the Humboldt Avenue and 65th Avenue area, including Humboldt Avenue, 65th Avenue, 67th Avenue, and related local street and pedestrian crossing locations. The project area is primarily composed of R1 properties along 65th Avenue, R5 properties along Humboldt Avenue and the proposed sidewalk improvements on 67th Avenue, commercial C2 properties along Humboldt Avenue and near the intersection of 69th Avenue and Humboldt Avenue, and one R3 parcel near the eastern end of 65th/66th Avenue. The project includes roadways, pedestrian, accessibility, utility, drainage, lighting, signing, striping, and intersection improvements, including three roundabouts and associated pedestrian crossing systems.

II. STREET IMPROVEMENTS

A. EXISTING CONDITIONS

Humboldt Avenue and 65th Avenue area are designated as Municipal State Aid (MSA) Routes. The roadways within the project area were last reconstructed in 1999, 2006, 2007, and 2018. Humboldt Avenue ranges from 50 to 70 feet, and 65th Avenue ranges from 40 to 66 feet in width. Humboldt Avenue and 65th Avenue are designated MSA routes. The roadway shows signs of deterioration, especially near the roadway edges due to age and poor storm water drainage. The existing street section includes 11-foot drive lanes and 7-foot parking lanes on each side.

A geotechnical investigation was performed within the project area to obtain and analyze soil samples below the street pavement. These measurements revealed that the existing pavement sections within project area consist of 4 inches to approximately 13 inches of bituminous pavement and aggregate base to a depth of 8 inches to 15 inches. Perched groundwater depths were found to be between 5 feet and 7 feet below ground surface, seasonal fluctuation of groundwater table is expected.

B. PROPOSED STREET IMPROVEMENTS

Based on the age, condition, and maintenance needs of the existing bituminous asphalt pavement surface, the recommended pavement improvements consist of full-depth pavement reclamation, 2-inch mill and overlay, local and frontage road pavement construction, driveway pavement replacement, curb and gutter replacement, concrete walk/trail/median construction, ADA pedestrian curb ramps, and three roundabouts. The estimate also includes associated removals, signing, striping, roundabout lighting, signal removals, and pedestrian flasher systems.

Other improvements include the repair of concrete driveway aprons, and the replacement of trees, landscaping elements, and irrigation systems that are impacted by the construction. Disturbed boulevard areas will be restored with topsoil and sod.

III. STORM DRAINAGE AND TREATMENT SYSTEM

A. EXISTING CONDITIONS

The storm sewer in the project area flows to trunk lines on 65th Avenue and 69th Avenue. The pipe consists of 15-inch high-density polyethylene (HDPE) and 15-inch to 66-inch reinforced concrete pipe (RCP). Approximately 33 percent of the storm sewer is relatively new, installed between 1999 and 2006. The remaining storm sewer was installed between 1960 and 1973.

B. PROPOSED DRAINAGE IMPROVEMENTS

Due to the age of the storm and the depth of storm sewer, no storm pipe improvements are proposed with this project. All castings will be replaced.

IV. SANITARY SEWER SYSTEM

A. EXISTING CONDITIONS

Approximately 53 percent of the sanitary sewer in the project area is polyvinyl chloride pipe (PVC) or has a cured-in-place lining (CIPP) installed in 1968 and 2006. The remaining sanitary sewer consists of 8-inch and 10-inch vitrified clay pipe (VCP) installed in 1960, 1965, and 1968. There is no history of root intrusion in this area.

B. PROPOSED SANITARY SEWER IMPROVEMENTS

The recommended sanitary sewer improvements will include CIPP lining of all VCP within the existing system and replacement of all castings.

V. WATER SYSTEM

A. EXISTING CONDITIONS

Approximately 40 percent of the water main in the project area is 6-inch ductile iron pipe (DIP) installed in 2006. The remaining water main in the project area consists of 6-inch and 8-inch cast iron pipe (CIP) installed in 1960 and 1968. Water records show seven water main breaks have occurred on the CIP water main, and one property has experienced a frozen service.

B. PROPOSED WATER MAIN IMPROVEMENTS

Due to the age of the infrastructure and its potential vulnerability to future service issues, the proposed improvements include approximately 6,698 linear feet of watermain replacement, three hydrants, 10 valves, and associated casting and curb stop work.

VI. STREET LIGHTING, SIGNALS, AND PEDESTRIAN CROSSINGS

The existing streetlight system is a combination of overhead and underground power, with wood and fiber glass poles and cobra head LED light fixtures. The current estimate includes removal of two signals, lighting for three roundabouts, one wired advanced flasher system, two solar rectangular rapid flashing beacons (RRFB) systems associated with roundabouts, one solar RRFB crossing system, one wired RRFB system at the Fremont Avenue crossing, and one wired RRFB system associated with the 65th Avenue and Dupont Avenue roundabout.

VII. RIGHT-OF-WAY AND EASEMENTS

Generally, all public infrastructure of the project area that is owned, maintained, and operated by the City is located within City easements and/or right-of-way. However, in the locations adjacent to the proposed roundabouts, property acquisition is anticipated and in progress to accommodate the large intersection footprint. Where acquisition is necessary, easement needs will be finalized as the design progresses and

will be further coordinated with the City Attorney and the respective property owners.

VII. PROPERTY OWNER ENGAGEMENT

The Humboldt Area Improvement Project has been presented to the Brooklyn Center City Council and the public at multiple stages of development. On April 28, 2025, staff presented on the project at a public City Council meeting. Staff also held public open houses at Brooklyn Center High School on April 2 and September 17, 2025, to share project information and gather feedback from residents and other stakeholders.

IX. ESTIMATED COSTS AND FUNDING CONSIDERATIONS

The total estimated cost of the proposed project is \$11,602,000. Table 1 provides a summary of the estimated project costs and recommended funding amounts from the various sources as indicated. Funding for the project is further described below.

A. FUNDING FOR STREET IMPROVEMENTS

The estimated total project cost of roadway improvements for all streets in this project area is \$6,112,000. This preliminary estimate includes the cost for project administration, legal, engineering, and construction contingency.

City owned properties are not proposed to be assessed. A total estimated special assessment amount of \$ \$584,210.90 would be levied for street improvements. The remaining street construction costs would be funded from the Street Reconstruction Fund and Municipal State Aid (MSA) Fund. A summary of the proposed special assessments for street improvements is provided in Appendix D.

Special assessments for street improvements are proposed in accordance with the 2027 rates which are expected to be considered for adoption by the City Council in November 2026. The standard 2027 residential street assessment rate is estimated to be \$4,590 per R1 zoned residential property. This rate would be assessed to all benefiting single family residential properties within the project area. The R2 zoned residential property would be assessed based on the frontage rate, multiplied by the total feet of frontage. The R4 multi-family property (apartments) will be assessed based on an area basis. An “A” zone benefit includes the area abutting the street to be improved, extended to the depth of 200-feet and a “B” zone of lesser benefit for the remainder of the property area. The “A” zone rate is based on assessing 70 percent of the total street project cost deemed to benefit the property and the “B” zone rate is based on 30 percent. Based on cost estimates for full street reconstruction, the full unit rate has been determined to be “A” zone rate of \$0.41 per square foot and a “B” zone rate of \$0.17 per square foot. It should be noted that historically the assessments have been levied based on estimated costs rather than actual costs, understanding that the project costs are levied at a reduced percentage (70 and 30 percents as indicated above).

B. FUNDING FOR UTILITY IMPROVEMENTS

The estimated cost of storm drainage improvements is \$3,105,000, the estimated cost of sanitary sewer improvements is \$896,000 and the estimated cost for water main improvements is \$1,157,000. As previously noted, these total cost estimates include the costs for project administration, legal, engineering, and construction contingency. All costs for storm, water, and sanitary sewer improvements will be funded by their respective utility funds in accordance with established policy for such improvements.

C. FUNDING FOR STREET LIGHT IMPROVEMENTS

The estimated cost of street light improvements is \$333,000. This total cost estimate includes the costs for estimated construction. The street light improvements will be funded by the street light utility fund.

Table 1: Cost and Funding

	Streets	Storm Drainage	Sanitary Sewer	Water Main	Street Lights	Estimated Total
Estimated Expenditures						
Estimated Construction Cost	\$4,831,423.61	\$2,454,498.10	\$707,890.95	\$914,620.42	\$263,094.42	\$9,171,527.50
Contingencies (15%)	\$724,713.54	\$368,174.72	\$106,183.64	\$137,193.06	\$39,464.16	\$1,375,729.13
Admin., Eng., Legal (10%)	\$555,613.72	\$282,267.28	\$81,407.46	\$105,181.35	\$30,255.86	\$1,054,725.66
Total Estimated Costs	\$6,112,000.00	\$3,105,000.00	\$896,000.00	\$1,157,000.00	\$333,000.00	\$11,602,000.00
Estimated Revenue						
Street Special Assessment	\$584,210.90					\$584,210.90
Sanitary Sewer Utility Fund			\$896,000.00			\$896,000.00
Water Utility Fund				\$1,157,000.00		\$1,157,000.00
Storm Drainage Utility Fund		\$0.00				\$0.00
Street Light Utility Fund					\$333,000.00	\$333,000.00
Street Reconstruction Fund	\$900,000.00					\$900,000.00
MSA Fund (City)	\$4,627,789.10	\$3,105,000.00				\$7,732,789.10
Total Estimated Costs	\$6,112,000.00	\$3,105,000.00	\$896,000.00	\$1,157,000.00	\$333,000.00	\$11,602,000.00

X. RECOMMENDED PROJECT SCHEDULE

The proposed project is anticipated to have final design continue during the fall and winter of 2026/2027, with construction occurring during the 2027 and 2028 construction seasons, the preliminary schedule for the project can be found in Table 2.

Table 2: Anticipated Project Schedule

Action	Target Date
City Council Receives Feasibility Report, Declares Cost to be Assessed and Calls for Public Hearings	August 24, 2026
City Council Authorizes the Project and Orders Preparation of Plans and Specifications	November 2026
City Council Approves Plans and Specs and Authorizes Advertisement for Bids	January 2027
City Receives and Opens Project Bids	February 2027
City Council Considers Award of Contract	February 2027
Start Project Construction	March-April 2027
Construction Substantially Complete	October 2028

XI. CONCLUSIONS AND RECOMMENDATIONS

The overall condition of the City's street and utility infrastructure systems is critical to the operation, safety, welfare, and economic health of the entire community. As a result of the infrastructure needs, proposed solutions, and estimated costs provided in this report, the proposed project is necessary, cost effective, and feasible.



Legend

● Proposed Roundabout



Humboldt Avenue and 65th Avenue
Area Improvements

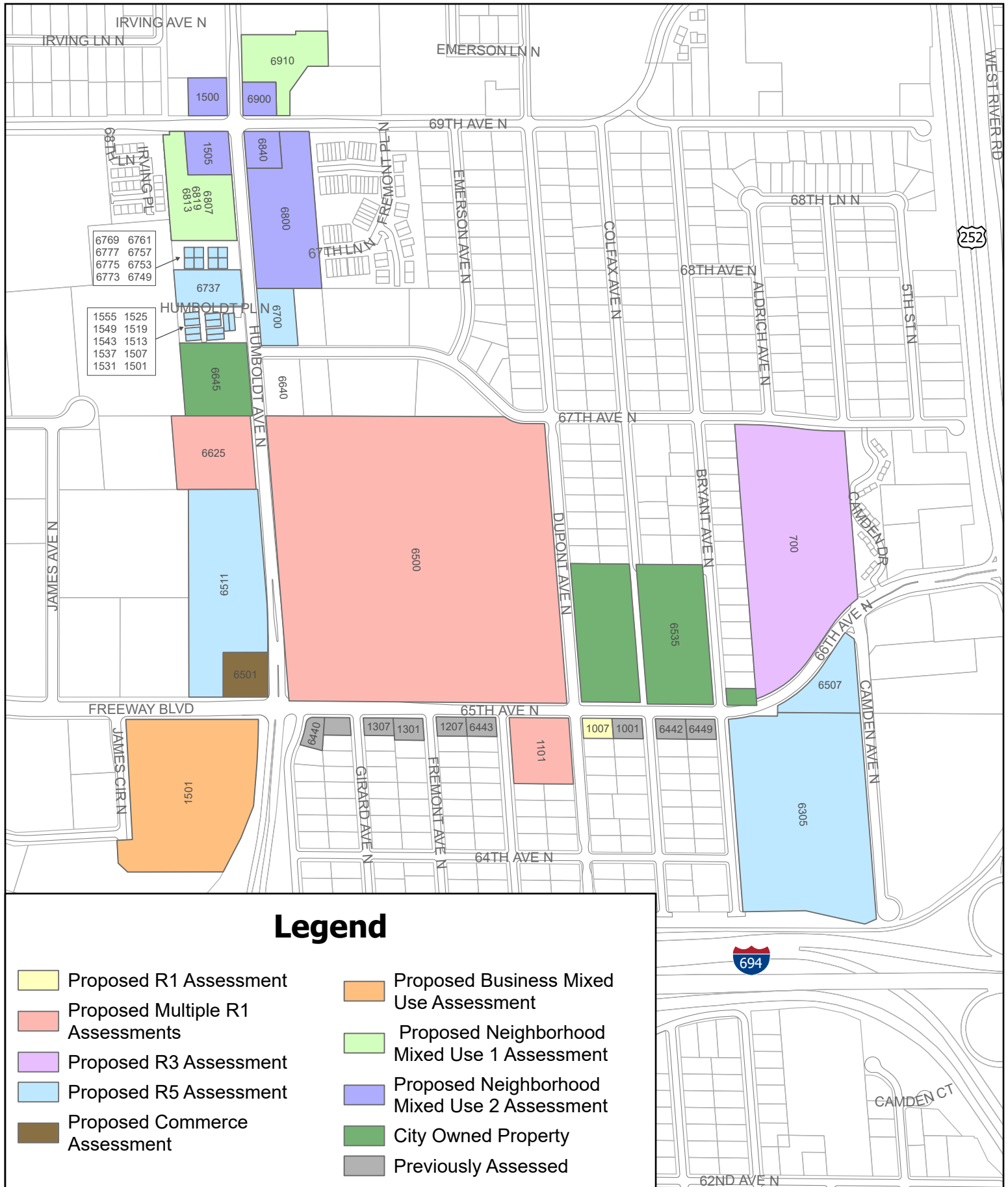


6/10/2026

Appendix A

DRAFT Proposed Pending Assessment Roll
DRAFT Proposed Assessment Map

CITY OF BROOKLYN CENTER PROPOSED PENDING ASSESSMENT ROLL									
August 24, 2026									
HUMBOLDT AVENUE AND 65TH AVENUE AREA IMPROVEMENTS									
IMPROVEMENT PROJECT NO. 2027-08, 09, 10, 11, & 12									
PROPERTY ID	HOUSE	STREET NAME	R1 PROPERTIES	FRONT FOOTAGE	PROJECT ZONE A (SF)	PROJECT ZONE B (SF)	STREET	LEVY#	NOTES
Full Depth Reclamation									
3511921110002	6737	Humboldt Avenue North			32763	16052	\$ 16,098.10		R5
3511921110005	1505	69th Avenue North			37906		\$ 15,393.63		MX-N2
2611921440069	1500	69th Avenue North			29472		\$ 11,968.58		MX-N2
2511921330049	6900	Humboldt Avenue North			22494		\$ 9,134.81		MX-N2
2511921330047	6910	Humboldt Avenue North			14110	15235	\$ 8,380.96		MX-N1
3511921110017	6753	Humboldt Avenue North			3283	1605.8	\$ 1,612.64		R5
3511921110018	6749	Humboldt Avenue North			3283	1605.8	\$ 1,612.64		R5
3511921110019	6757	Humboldt Avenue North			3283	1605.8	\$ 1,612.64		R5
3511921110020	6761	Humboldt Avenue North			3283	1605.8	\$ 1,612.64		R5
3511921110021	6769	Humboldt Avenue North			3283	1605.8	\$ 1,612.64		R5
3511921110022	6765	Humboldt Avenue North			3283	1605.8	\$ 1,612.64		R5
3511921110023	6773	Humboldt Avenue North			3283	1605.8	\$ 1,612.64		R5
3511921110024	6777	Humboldt Avenue North			3283	1605.8	\$ 1,612.64		R5
3511921110026	1537	Humboldt Avenue North			3281.9	1610.1	\$ 1,612.94		R5
3511921110027	1543	Humboldt Avenue North			3281.9	1610.1	\$ 1,612.94		R5
3511921110028	1549	Humboldt Avenue North			3281.9	1610.1	\$ 1,612.94		R5
3511921110029	1555	Humboldt Avenue North			3281.9	1610.1	\$ 1,612.94		R5
3511921110030	1531	Humboldt Avenue North			3281.9	1610.1	\$ 1,612.94		R5
3511921110031	1525	Humboldt Avenue North			3281.9	1610.1	\$ 1,612.94		R5
3511921110032	1519	Humboldt Avenue North			3281.9	1610.1	\$ 1,612.94		R5
3511921110033	1513	Humboldt Avenue North			3281.9	1610.1	\$ 1,612.94		R5
3511921110034	1507	Humboldt Avenue North			3281.9	1610.1	\$ 1,612.94		R5
3511921110035	1501	Humboldt Avenue North			3281.9	1610.1	\$ 1,612.94		R5
3511921140009	6511	Humboldt Avenue North			177005	99512	\$ 89,196.82		R5
3511921140010	6501	Humboldt Avenue North			40022		\$ 16,252.93		C
3511921140013	6625	Humboldt Avenue North	4				\$ 18,360.00		R1
3611921220036	6840	Humboldt Avenue North			25944		\$ 10,535.86		MX-N2
3611921220038	6700	Humboldt Avenue North			25831		\$ 10,489.97		R5
3611921220043	6640	Humboldt Avenue North			25510		\$ 10,359.61		R5
3611921220047	6800	Humboldt Avenue North			107236	22907	\$ 47,534.36		MX-N2
3611921230001	6500	Humboldt Avenue North	30				\$ 137,700.00		R1
3611921310041	1007	65th Avenue North	1				\$ 4,590.00		R1
3611921320082	1101	65th Avenue North	3				\$ 13,770.00		R1
3511921410020	1501	Freeway Blvd			97042	75118	\$ 52,479.29		MX-B
3511921110063	6819	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110064	6819	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110065	6819	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110066	6819	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110067	6819	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110068	6819	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110069	6819	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110070	6819	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110071	6819	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110072	6819	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110073	6819	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110074	6819	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110075	6813	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110076	6813	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110077	6813	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110078	6813	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110079	6813	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110080	6813	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110081	6813	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110082	6813	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110083	6813	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110084	6813	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110085	6813	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110086	6813	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110087	6807	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
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3511921110089	6807	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110090	6807	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110091	6807	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110092	6807	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110093	6807	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110094	6807	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110095	6807	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110096	6807	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110097	6807	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
3511921110098	6807	Humboldt Avenue North			1639.4	372.4	\$ 730.56		MX-N1
Mill and Overlay									
3611921240046	6507	Camden Avenue North			33669		\$ 13,672.98		R5
3611921240047	700	66th Avenue North		347.1			\$ 9,361.29		R3
3611921310045	6305	Camden Avenue North			64165	43355	\$ 33,601.18		R5
Total Assessments							\$ 584,210.90		



Draft Assessment Map

Humboldt Ave. and 65th Ave. Improvement Area



8/10/2026

Council Regular Meeting

DATE: 8/24/2026
TO: City Council
FROM: Todd Berg, Fire Chief
THROUGH: Daren Nyquist, Interim City Manager
BY: Todd Berg, Fire Chief
SUBJECT: Resolution Requesting Approval for an Amendment to the Brooklyn Center Fire Relief Association By-Laws

Requested Council Action:

- Motion to approve a Resolution Requesting Approval for an Amendment to the Brooklyn Center Fire Relief Association By-Laws

Background:

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 source 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 relief association 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 to each year. The state fire aid was established in 1885 and has been the most stable source of funding.

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

investing and has resisted attempting to time market moves.

The relief association has discovered a section of their by-laws has not been in alignment with the state law. This alignment would remedy that oversight.

The BCFDRA is requesting city council approval for a change to Appendix B, section 4.2 Return to Service; section of the by-laws. This recommendation was approved by the BCFDRA membership at their April 20, 2026, meeting. According to the Secretary of State, council approval is required before any by-law amendment which increases or otherwise affects the retirement coverage provided by or the service pensions or retirement benefits payable from the special fund of the relief association becomes effective.

Budget Issues:

There is no budget issue as these payments are made from the BCFDRA retirement account and not connected to the general fund of the city. BCFDRA bylaw amendments and benefit payouts are very rare, and any benefit payout is covered by the retirement account fund.

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

ATTACHMENTS:

1. 2026 BCFDRA Amendment to by-laws Resolution

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION REQUESTING APPROVAL FOR AN AMMENDMENT TO THE
BROOKLYN CENTER FIRE RELIEF ASSOCIATION BY-LAWS

WHEREAS, the Brooklyn Center Fire Relief Association (BCFRA) is a governmental entity made up of active paid-on-call members of the Brooklyn Center Fire Department; and

WHEREAS, State law requires BCFRA be governed by a nine-member board of trustees, and the BCFRA is directed by six trustees (the city Fire Chief, Finance Director, and Mayor among others) who are elected by members of the relief association; and

WHEREAS, the BCFRA receives and manages public money to provide retirement, disability, and death benefits to the members providing firefighting and emergency first response services or beneficiaries of those members of the department; and

WHEREAS, the Brooklyn Center Fire Department Relief Association requests City Council approval of an Amendment Change to Appendix B, Section 4.2 of the Brooklyn Center Fire Relief Association By-Laws; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Center, Minnesota, hereby approves an amendment to Appendix B, Section 4.2 of the By-laws of the City of Brooklyn Center Fire Department Relief Association.

August 24, 2026
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: 8/24/2026
TO: City Council
FROM: Krystin Eldridge, Associate Planner
THROUGH: Ginny McIntosh, Planning Manager
BY: Krystin Eldridge, Associate Planner
SUBJECT: Planning Commission Application No. 2026-007 for Approval of a Site and Building Plan (Major) and Conditional Use Permit for 4801 63rd Ave N (Unity Temple Church of God in Christ)

Requested Council Action:

- Motion to adopt a resolution approving Planning Commission Application No. 2026-007 for (1) issuance of a conditional use permit for a "Place for Religious Assembly" and (2) a major site and building plan for construction of an approximately 3,893-square foot building expansion and certain site improvements at the Subject Property located at 4801 63rd Avenue North, based on the findings of fact and submitted documentation.

Background:

Unity Temple Church of God in Christ ("the Applicant") is requesting review and consideration of a proposal that would renovate and expand their existing 7,230 square church by an additional 3,893 square feet, for a total of 11,123 square feet, to accommodate a growing congregation at 4801 63rd Avenue North ("the Subject Property"). The renovation contemplates an addition to the existing sanctuary space, a new drive-up to address accessibility issues, a new elevator, Sunday school classrooms, and office and support space. The Applicant further intends to expand their existing parking lot to accommodate growth in their congregation and install stormwater improvements to facilitate these investments.

A public hearing notice for the requests was published in the Brooklyn Center *Sun Post* on July 30, 2026, and a notice was posted to the City website. Mail notifications were mailed to all physical addresses and taxpayers within 350 feet of the Subject Property and the Applicant indicated two neighborhood meetings were held with the neighbors located in proximity to the property to inform them of their expansion plans.

A public hearing was held at the Planning Commission meeting on August 13, 2026, where staff provided a presentation of the requests. No public comments were provided before or during the hearing; however, City staff did receive commentary from a resident following the meeting that noted the Applicant has been noncommittal with the resident regarding any changes to the proposed plans and support for replacing the resident's fencing, which would need to be relocated as part of the project. This is due to a temporary easement that was granted in 1976 that will need to be terminated in order to forward the Applicant's project.

The easement allowed certain residents along Perry Avenue North the option to install

their fences on the Applicant's property, but did not grant permanent rights. A condition of approval requires the Applicant to provide formal notification to those residents as outlined in the recorded easement document so adequate time can be provided for the relocation of fencing and other accessory structures that have since been installed within the easement.

The Commissioners asked various questions of the Applicant regarding the temporary easement and impacts to the residential properties, their need to expand the sanctuary space, and the proposed secondary curb cut onto Perry Avenue North and parking lot realignment, which is attended to address slope issues that require members to walk a long distance along the sidewalk to the front door, provide ADA parking near the main door, and accommodate a new drop-off area.

The Applicant indicated that no new services (e.g. daycare, school) would be offered as part of the expansion. City staff indicated the conditional use permit is to bring the Subject Property and use into conformance with the City's requirements as the church use predates the issuance of special use permits and conditional use permits and the requested expansion triggers the need for a conditional use permit or amendment.

Following close of the public hearing and consideration of the application and documentation, the Planning Commission elected to unanimously (4-0) recommend City Council approval of Planning Commission Application No. 2026-007.

A copy of the August 13, 2026, Planning Commission report and Council resolution are included with this memorandum for Council's review and consideration.

Budget Issues:

None to consider at this time.

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

ATTACHMENTS:

1. PowerPoint Presentation — Planning Commission Application No. 2026-007
2. City Council Resolution — Planning Commission Application No. 2026-007
3. Staff Report with Exhibits — Planning Commission Application No. 2026-007

Unity Temple Church of God in Christ



REQUESTS:

Major Site and Building Plan
Conditional Use Permit

Requested Action

Unity Temple Church of God in Christ (“the Applicant”) is requesting review and consideration of a proposal that would renovate and expand their existing 7,230 square church by an additional 3,893 square feet, for a total of 11,123 square feet, to accommodate a growing congregation at 4801 63rd Avenue North (“the Subject Property”). The renovation contemplates an addition to the existing sanctuary space, a new drive-up to address accessibility issues, a new elevator, Sunday school classrooms, office and support space. The Applicant further intends to expand their existing parking lot to accommodate growth in their congregation.

- **Property Owner:** Unity Temple Church of God in Christ (2006)
- **Subject Property (Acres):** 3.16
- **Zoning District:** R1 - Low Density Residential
- **2040 Comprehensive Plan Future Land Use Designation:** PSP/Institutional





Background

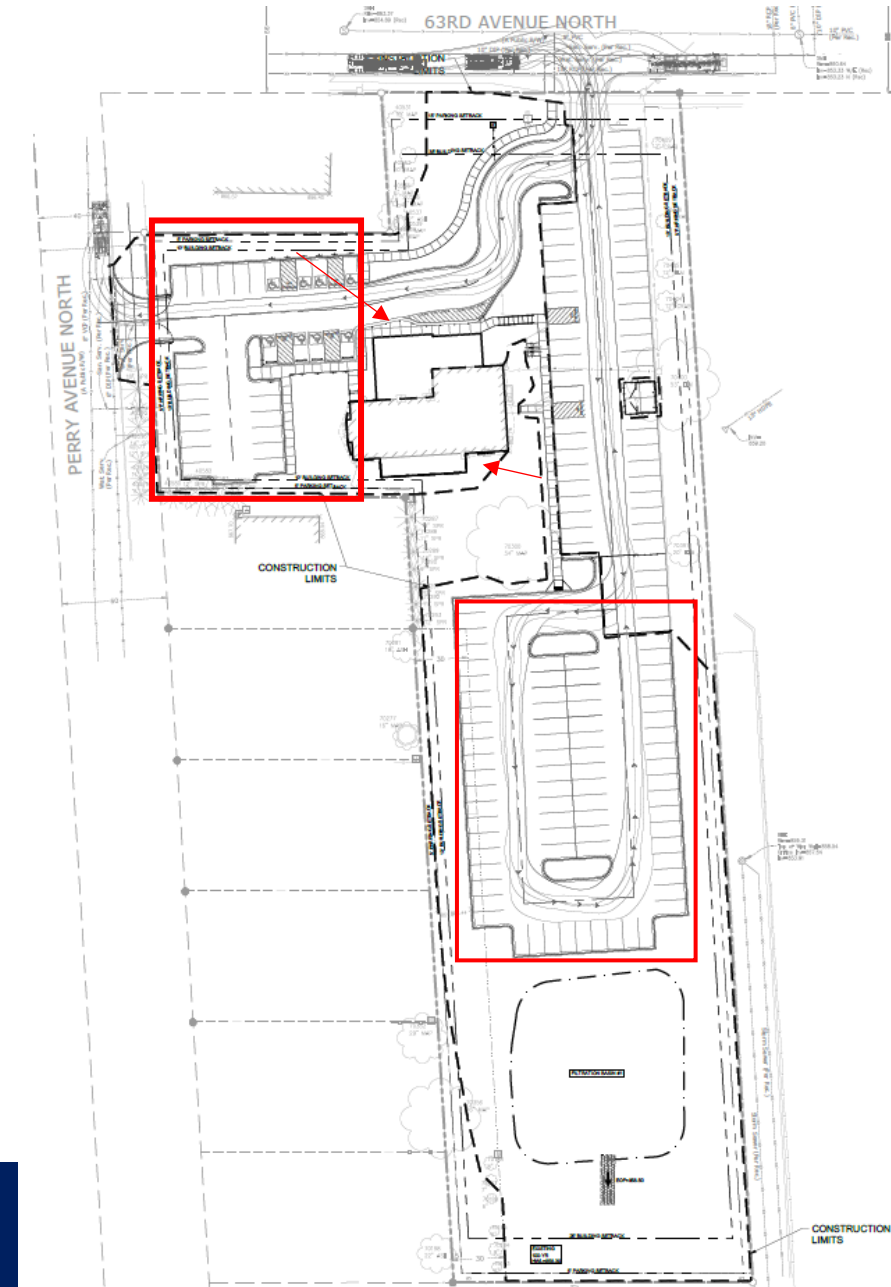
- The Applicant approached City Staff in February of this year, after discussing plans to expand the church and parking lot and install a secondary curb cut off Perry Avenue North. The Applicant expressed a desire to double the sanctuary space to accommodate 450 to 500 members from its current 200-member capacity.
- A private temporary easement agreement was granted in 1976 to allow the installation of fences on the Subject Property for certain residential properties along Perry Avenue North; however, this easement will require termination to further develop the Subject Property and its expanded parking lot.
 - The grantor of the easement reserves the right to terminate the easement and to require removal of any fences placed thereon by giving 180 days to the property owners.
- While not required, City Staff noted the importance of meeting with adjacent neighbors to explain the possibility of increased traffic at the proposed new curb cut off Perry Avenue North, and a temporary easement agreement that would need to be terminated. The Applicant hosted at least two neighborhood meetings in advance of the Planning Commission meeting.



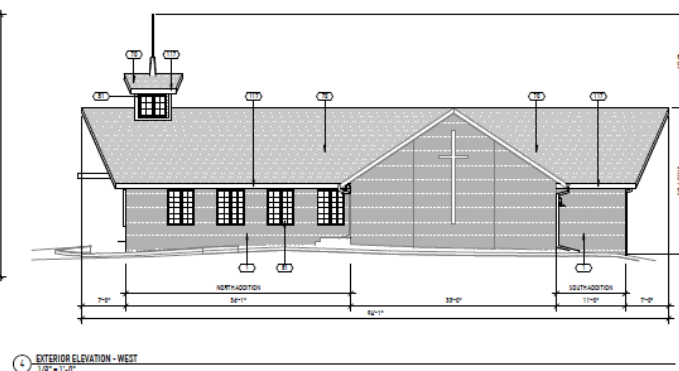
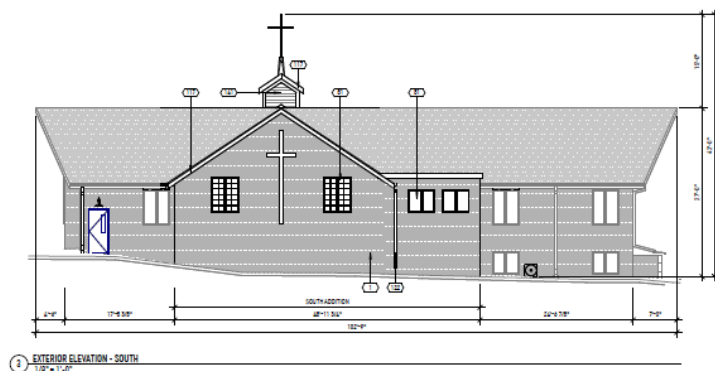
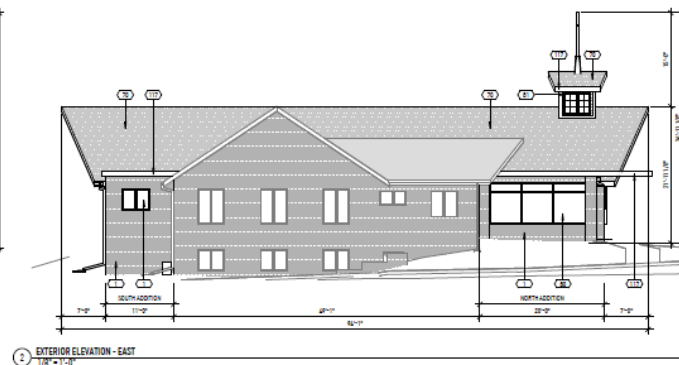
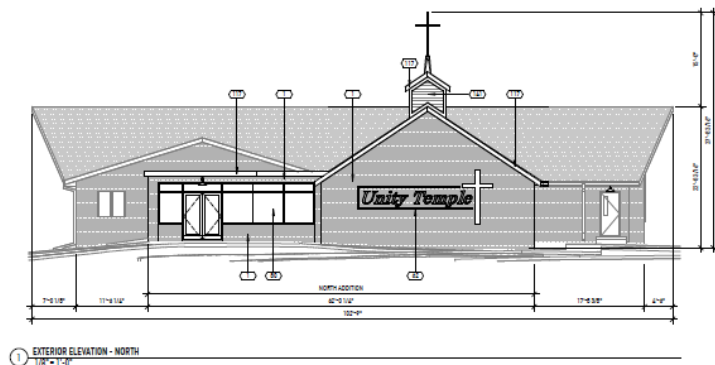
Site and Building Plan

Site and Building Plan approval is required to, “construct or erect a new building or add on to an existing building that would result in an increase in gross floor area of all buildings on the lot by more than 25 percent” or “more than a 20 percent change in the number of parking spaces provided or required.”

- Approximately 1,500-square feet of added sanctuary and entryway space. An additional 600-square feet would be added along the southernmost portion of the building for clergy seating.
- The lower level would have additional office and support spaces and added storage. A newly expanded parking lot and curb cut would be located along the western and southern portions of the parcel and fronting Perry Avenue North.



Site and Building Plan



Site and Building Plan

Architectural Materials

- The existing building is majority comprised of face brick and glazing (glass). As proposed, the development team intends to continue the use of brick to match the existing façade
- Installation of a dormer will allow additional light into the building with prefinished metal siding on the north/south elevations.
- The west elevation of the building, which faces Perry Ave North, would provide additional windows.
- The maximum primary structure height allowed within the R1 District is no more than 32 feet. As proposed, the Applicant intends to maintain the existing height of approximately 22.6 feet in height. The Applicant proposes to install a new steeple approximately 15 feet above the ridge of the roof for a total height of 37.6 feet in height; however, RLUIPA (Religious Land Use and Institutionalized Persons Act) provides certain protections.



Site and Building Plan

- City staff reviewed the steeple and cross against other portions of the code, including: amateur radio antennas, which must be located in the rear setback but do not specify a height; roof-mounted satellite receive only antennas (SROAs), which cannot be positioned higher than the maximum building height in the R1 District; and the Mississippi Corridor Critical Area (MRCCA) overlay district provisions, which *exempt* “chimneys, church spires, flag poles, public monuments, and mechanical stacks and similar mechanical equipment” from the maximum height provisions.
- Subject Property is also located within the Crystal Airport Overlay District- “Zone 2”
 - The construction of the addition shall conform to the maximum construction height provisions without a permit. No use shall be made of any land in any of the Land Use Zones that causes interference with the operations of radio or electronic facilities at the Airport and aircraft, makes it difficult for pilots to distinguish between Airport lights and other lights, results in glare in the eyes of pilots using the Airport, impairs visibility in the vicinity of the Airport, is deemed a “hazard” to air navigation by FAA or MNDOT as part of an FAA 7460 Obstruction Evaluation, or otherwise endangers the landing, taking off, or maneuvering of aircraft per Section V.B.1 (*Land Use Zoning*).



Site and Building Plan

Traffic / Access / Circulation / Connection

- Full access will be gained through the current curb cut located on 63rd Avenue North and a new curb cut would be installed on Perry Avenue North. Primary access will continue to be 63rd Avenue North, with Perry Avenue North serving as additional relief before and after service times and new ADA spaces on the western portion. A new rear parking lot will be added as well.
- The new portions of parking lot would be constructed to meet the minimum 24-foot drive aisle for two-way traffic.
- The Applicant denotes a sidewalk connection for pedestrians off the trail on 63rd Avenue onto an internal crosswalk onto the church.

Easement

- The temporary easement allowed construction of residential fences on Subject Property. Given the Applicant and Property Owner's plans to improve the property, they have indicated plans to terminate the agreement.
- The Agreement does provide a minimum notification to those affected properties of 180 days. In reviewing aerial imagery of the westerly portions of the Subject Property, it appears some residents have installed accessory structures on the Subject Property, which were not considered as part of the temporary easement. The Applicant and Property Owner would need to work with the affected property owners regarding the relocation of any fencing, accessory structures, etc.



Site and Building Plan

Parking

- City staff reviewed Section 35-5506 (*Required Parking Spaces*) and determined the Subject Property's use is that of, "Places of public assembly such as a houses of worship, theatres, auditoriums (other than school auditoriums), mortuaries, stadiums, arenas, dance halls."
 - This use requires a minimum of one (1) parking space for every (3) seats or persons.
- The Applicant is proposing 153 stalls.
 - The breakdown provides 145 standard and 8 accessible spaces. The Applicant should verify number of ADA parking spaces needed. A new "drop off only" area would also be installed along the main entrance to the building.
- The Subject Property notes approximately 0.45 acres of Zone A (100-year) floodplain. Under Section 35-3101 (*FP—Floodplain*), this is considered the City's "General Floodplain District," which allows for parking areas as a permitted use. The City's Assistant City Engineer, determined that this project will not be required to provide compensatory storage as the adjacent project to the east was also not required to provide compensatory storage.

Trash and Screening

- A new trash enclosure would be constructed along the Easterly property line within the parking lot.



Site and Building Plan

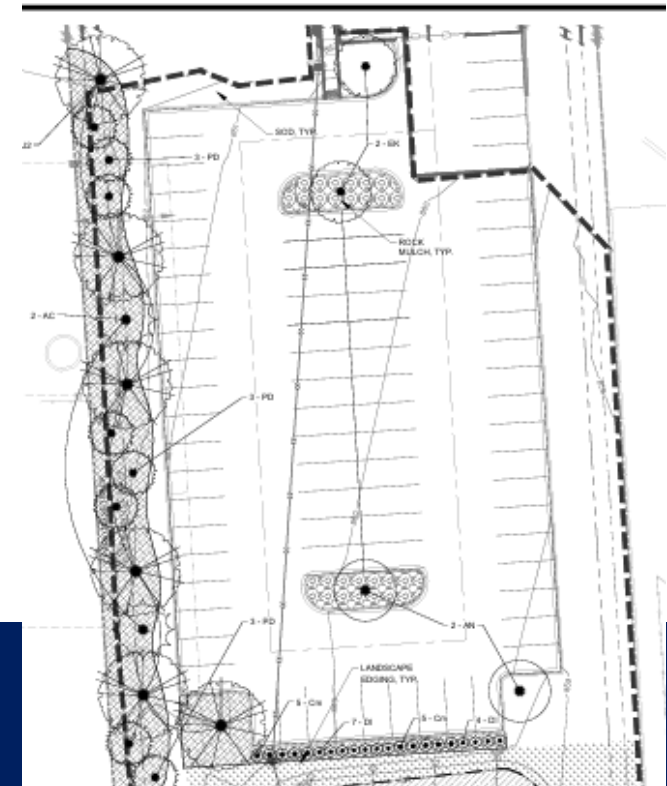
Lighting

- A photometric plan was submitted; however, it will require revisions as it does not provide the proper fixtures or proper illumination necessary to determine whether it meets the code provisions as outlined under Section 35-5400 (Exterior Lighting). The fixtures provided are “wall packs” which are only permitted in loading and service zones.
- The Applicant should provide illumination levels of at least 10-foot candles within 5 feet of the primary entrances and exits, and along pedestrian ways (e.g. sidewalks).

Landscaping

- Landscaping would be concentrated along the westerly portions of the Subject Property along Perry Avenue North providing additional screening. This is a requirement under Sections 35-5513 (Parking Lot Landscaping) and 35-5514 (Parking Lot Screening).
- The Applicant notes that no more than 39% of the trees are of the same species—City Code caps at 40% of the same species to promote species diversity and resilience.

PLANT SCHEDULE					
CODE	QTY	COMMON / BOTANICAL NAME	CONT	NATIVE PLANTS	POLLINATOR FRIENDLY
TREES					
AN	2	Northwood Red Maple / <i>Acer rubrum</i> 'Northwood'	2.5" Cal. B&B	NATIVE CULTIVAR	Y
SH	2	Skyline Thornless Honey Locust / <i>Gleditsia triacanthos inermis</i> 'Skycole' TM	2.5" Cal. B&B	NATIVE CULTIVAR	N
EK	2	Espresso Kentucky Coffeetree / <i>Gymnocladus dioica</i> 'Espresso'	2.5" Cal. B&B	NATIVE CULTIVAR	N
	6	SUBTOTAL:			
DECIDUOUS TREES					
AJ2	6	Autumn Fest® Sugar Maple / <i>Acer saccharum</i> 'JFS-KW8'	2.5" CAL. B&B	NATIVE CULTIVAR	Y
	6	SUBTOTAL:			
EVERGREEN TREES					
AC	2	Candicans White Fir / <i>Abies concolor</i> 'Candicans'	#15 CONT	NOT NATIVE	
PD	9	Whiskey Blue Hills Spruce / <i>Picea glauca</i> 'Whiskey Blue Hills'	6' HT. B&B	NATIVE CULTIVAR	
	11	SUBTOTAL:			
CODE	QTY	COMMON / BOTANICAL NAME	SIZE	NATIVE PLANTS	POLLINATOR FRIENDLY
SHRUBS					
AB3	25	Low Scape Hedger Black Chokeberry / <i>Aronia melanocarpa</i> 'UCONNAM166' TM	#5 CONT	NATIVE CULTIVAR	Y
Cm	25	Muskingham Gray Dogwood / <i>Cornus racemosa</i> 'Muskingham'	#2 CONT	NATIVE CULTIVAR	Y
DI	21	Dwarf Bush Honeysuckle / <i>Diervilla lonicera</i>	#5 CONT	NATIVE	Y
Sqj	24	Sea Green Juniper / <i>Juniperus chinensis</i> 'Sea Green'	#5 CONT	NOT NATIVE	N
	95	SUBTOTAL:			



Conditional Use Permit

Conditional use permits, as outlined under Section 35-7700, are those uses which have been identified, because of their nature, operation, location, special requirements or characteristics, and may only be allowed in a particular zoning district after submittal of an application, review, and recommendation by the Planning Commission, and approval by the City Council.

- The conditional use permit process regulates: the location, magnitude, and design of conditional uses consistent with the 2040 Comprehensive Plan, and the regulations, purposes, and procedures of this Unified Development Ordinance (UDO).
- As identified in the provided project narrative by the Applicant, the church was constructed in the 1960s—before conditional use permits or their precursor (special use permits) were required for this use in the residential district. During discussions with the Applicant and development team, and with the anticipated plans for expansion, City staff indicated that now would be the time to bring the property up to code by working through issuance of a conditional use permit as part of the Planning Commission application request.
- In reviewing records, the Subject Property has a long history in serving as a place of worship, and served as a former home to Brook Park Baptist Church. There are no plans to offer any new services, such as a daycare or charter school at this site. Instead, the Applicant's request is forward-focused in anticipating growth within their congregation and the space needs to accommodate the growth.



Summary

- A public hearing notice was published in the Brooklyn Center *Sun Post* on July 30, 2026, and notices mailed to surrounding properties located within 350 feet. Public hearing notice was published on the City website as well.
 - No comments received from the general public in advance of or at the public hearing other than commentary during neighborhood meetings held by the Applicant.
 - City staff received commentary from a resident following the public hearing that noted the Applicant has been noncommittal with the resident regarding any changes to the proposed plans and support for replacing the resident's fencing, which would need to be relocated as part of the project.
 - This is due to the temporary easement granted in 1976 that would need to be terminated in order to forward the project.
 - Commissioners asked questions of the Applicant regarding the temporary easement, reasons around sanctuary space expansion, proposed secondary curb cut on Perry Avenue North and parking lot realignment, etc.
 - Planning Commissioners elected to unanimously (4-0) recommend City Council approval of Planning Commission Application No. 2026-007.



Requested Council Action

Motion to adopt a resolution approving Planning Commission Application No. 2026-007 for (1) issuance of a conditional use permit for a “Place for Religious Assembly” and (2) a major site and building plan for construction of an approximately 3,893-square foot building expansion and certain site improvements at the Subject Property located at 4801 63rd Avenue North, based on the findings of fact and submitted documentation.



Member
moved its adoption:

introduced the following resolution and

RESOLUTION NO.

PLANNING COMMISSION APPLICATION NO. 2026-007 FOR A MAJOR SITE AND BUILDING PLAN AMENDMENT FOR AN APPROXIMATELY 3,893-SQUARE FOOT BUILDING EXPANSION, CERTAIN SITE IMPROVEMENTS, AND ISSUANCE OF A CONDITIONAL USE PERMIT TO UNITY TEMPLE CHURCH OF GOD IN CHRIST (4801 63RD AVENUE NORTH)

WHEREAS, Planning Commission Application No. 2026-007, submitted by Unity Temple Church of God in Christ (“the Applicant”) requests review and consideration of an application for approval of a major site and building plan amendment to expand an existing church by approximately 3,893-square feet, for a total of approximately 11,123-square feet, certain site improvements, and issuance of a conditional use permit for a “Place for Religious Assembly” at 4801 63rd Avenue North (“the Subject Property”), as legally described hereto in Exhibit A attached hereto, which would allow for the expansion of the church’s congregation; and

WHEREAS, the Subject Property sits on approximately 3.16 acres and is located within the R1 (Low Density Residential) District and allows for Places for Religious Assembly through issuance of a conditional use permit, as identified within Section 35-4103 (*Allowed Use Table*); and

WHEREAS, Section 35-7605 (*Amendments*) provides that a major amendment to an approved site and building plan shall be triggered under certain outlined scenarios, including but not limited to a 20 percent or greater change in the number of parking spaces provided or required, or a 25 percent or greater change in the floor area use of any one structure, and City staff determined this threshold had been met; and

WHEREAS, a public hearing notice was published in the Brooklyn Center *Sun Post* on July 30, 2026, mail notifications were sent to adjacent property owners and physical properties, and notices were provided for on the City’s website; and

WHEREAS, the Planning Commission of the City of Brooklyn Center, Minnesota held a duly noticed and called public hearing on August 13, 2026, whereby a planning staff report was presented and public testimony regarding the proposed building and site modifications and conditional use permit were received; and

WHEREAS, the Planning Commission of the City of Brooklyn Center, Minnesota considered the major site and building plan amendment and conditional use permit requests in light of all testimony received, the guidelines and standards for evaluating the conditional use permit contained in Sections 35-7600 (*Site & Building Plan Approval*) and 35-7700 (*Conditional Use Permit*), the City’s 2040 Comprehensive Plan, as well as information provided by the Applicant with respect to the proposed use’s operations and any potential impacts, and the request generally satisfies the criteria as outlined within the above Sections; and

RESOLUTION NO.

WHEREAS, the City Council finds as follows regarding Planning Commission Application No. 2026-007, as submitted by Unity Temple Church of God in Christ:

- a) The conditional use, as proposed, will be in accordance with the general objectives of the City's 2040 Comprehensive Plan and the City's Unified Development Ordinance given the Subject Property's future land use designation under the 2040 Comprehensive Plan is "Public/Semi-Public and Institutional (PSP/Institutional)" and the Subject Property's zoning designation of R1 (Low Density Residential) District allows for Places for Religious Assembly through issuance of a conditional use permit;
- b) The establishment, maintenance, or operation of the conditional use will promote or enhance the general public welfare and will not be detrimental to or endanger the public health, safety, morals, or comfort in that the Subject Property has a long history of operating as a Place for Religious Assembly and will maintain similar service and programming times with no new ancillary uses introduced to the site;
- c) The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood as the use of the Subject Property is not changing and the Applicant's proposed secondary curb cut access off Perry Avenue is located off existing frontage under ownership by the Subject Property;
- d) The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district as the surrounding property is generally developed and the request for issuance of a conditional use permit is to comply with the City's code requirements for a Place for Religious Assembly given the requested use expansion, and when the use was originally established on the Subject Property, churches were considered a permitted use in the R1 District;
- e) Although the Applicant has requested an expansion of the designated parking areas and installation of a secondary curb cut on Perry Avenue North, the identified service and program times for the Applicant would generally be in the off hours of use for Twin Lakes STEM Academy (6201 Noble Avenue North), and access onto Perry Avenue North would be near the northern terminus of the street, which ensures minimal disruption to the surrounding residential neighborhood;
- f) Impacts such as noise, hours of activity, and exterior light have been either sufficiently addressed to mitigate impacts on nearby uses, or will be addressed as an identified condition of approval; and
- g) The conditional use will conform to the applicable regulations of the district in which it is located.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Center, Minnesota that it hereby approves Planning Commission Application No. 2026-

RESOLUTION NO.

007 for approval of a major site and building plan amendment for expansion of Unity Temple Church of God in Christ located at 4801 63rd Avenue North to allow for an approximately 3,893-square foot building expansion, certain site improvements, and issuance of a conditional use and conditioned on compliance with all of the following:

1. The Applicant shall adhere to the provisions as outlined under Section 35-7700 (*Conditional Use Permits*) and coordinate with City staff to file a copy of the City Council resolution approving the requested conditional use permit, along with a legal description of the Subject Property for which the permit was issued, and list of any conditions set forth by City Council as a condition of said conditional use permit. A certified resolution shall be recorded by the Applicant with the Hennepin County Recorder—Registrar of Titles pending approval of the related application.
2. Any major changes or modifications made to this Site and Building Plan, and as outlined within the City Code, can only be made by an amendment to the approved Site and Building Plan as approved by the City Council.
 - a. The Applicant shall revise the provided photometric plan to meet City lighting provisions under Section 35-5400 (*Exterior Lighting*) and provide revised fixture specifications for all new site and wall lighting.
3. The building plans are subject to review and approval by the Building Official with respect to applicable codes prior to the issuance of permits, and with respect to the cursory review comments provided in the Building Official's memorandum dated August 12, 2026.
4. A SAC Determination shall be submitted by the Applicant and Property Owner to the Metropolitan Council and any associated fees paid at time of any permit issuance for the proposed development.
5. 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 provided plans, specifications, and standards.
6. The Applicant and Property Owner shall notify affected property owners of its intent to terminate the Temporary Grant Easement identified as Document No. 4253115 and dated June 1, 1976, and per the minimum notification requirements.
7. The Applicant and Property Owner shall ensure the proposed building expansion is constructed to comply with maximum construction height requirements for Zone 2 of the Crystal Airport Overlay District, ensure safety, and minimize interference with the operations of the Airport.
8. Any outside trash disposal facilities and rooftop or ground mechanical equipment shall be appropriately screened from view per City Code requirements and a detail sheet provided.
9. The Applicant and Property Owner agree to comply with all conditions or provisions noted in the Assistant City Engineer's review memorandum, originally dated August 3, 2026.

RESOLUTION NO.

10. The Applicant and Property Owner 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.

August 24, 2026

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.

s

EXHIBIT A

Legal Description of Subject Property

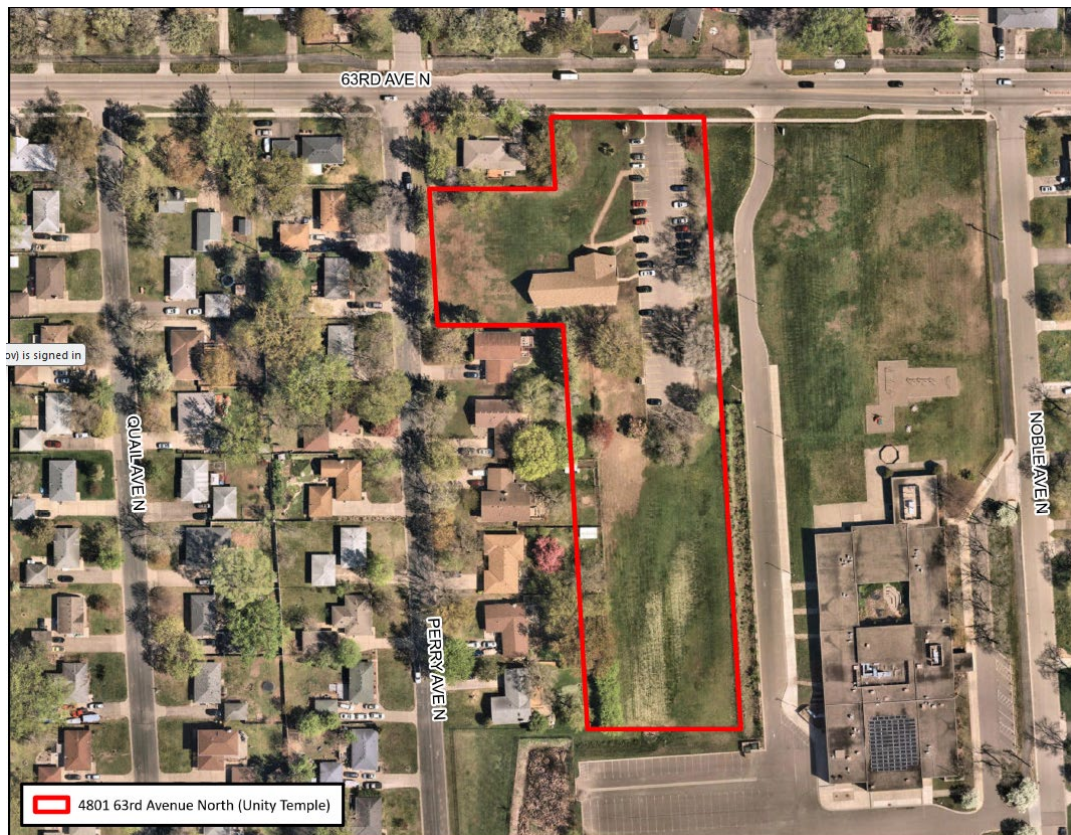
Lot 3, Block 2, Waite's Addition, Hennepin County, Minnesota.

Property ID No.: 33-119-21-44-0025
Torrens

Planning Commission Report
Meeting Date: August 13, 2026

- Application Filed: 07/14/2026
- Review Period (60-day) Deadline: 10/07/2026
- Extension Declared: No
- Extended Review Period Deadline:

Application No. 2026-007
Applicant | Property Owner: Unity Temple Church of God in Christ
Location: 4801 63rd Avenue North
Requests: Site and Building Plan (Major) and Conditional Use Permit (CUP)



Map 1. Subject Property Location.

Requested Action

Unity Temple Church of God in Christ (“the Applicant”) is requesting review and consideration of a proposal that would renovate and expand their existing 7,230 square church by an additional 3,893 square feet, for a total of 11,123 square feet, to accommodate a growing congregation at 4801 63rd Avenue North (“the Subject Property”). The renovation contemplates an addition to the existing sanctuary space, a new drive-up to address accessibility issues, a new elevator, Sunday school classrooms, and office and support space. The Applicant further intends to expand their existing parking lot to accommodate growth in their congregation and install stormwater improvements to facilitate these investments—Refer to Exhibit A.

A public hearing notice for the requests was published in the Brooklyn Center *Sun Post* on July 30, 2026, and a notice was posted to the City website—Refer to Exhibit B.

Existing Conditions



Image 1. Existing Site Conditions at Subject Property.

Background

The Applicant approached City Staff in February of this year and engaged in conversations around the proposed expansion of the church and parking lot and installation of a secondary curb cut off Perry Avenue North. The Applicant expressed a desire to double the existing sanctuary space to accommodate 450 to 500 members from its current 200-member capacity. While not required, City staff noted the importance of meeting with adjacent neighbors to explain the possibility of increased traffic at the proposed new curb cut off Perry Avenue North, and a private temporary easement agreement that would need to be terminated. This temporary easement agreement was granted in 1976 to allow the installation of fences

on the Subject Property for select residential properties along Perry Avenue North; however, this easement will require termination to further develop the Subject Property and its expanded parking lot— Refer to Exhibit C. Hennepin County records indicate Unity Temple Church of God in Christ has owned the Subject Property since March 2006.

As proposed, the church’s busiest day would be on Sundays, with its morning service time at 11:15 a.m. Sunday activities also include prayer services and Sunday School at 9 a.m. as well as an evening Bible Study and night service. Tuesdays and Fridays offer a noon prayer and evening prayer, with additional services on Friday evenings at 8 p.m.

Site Data:

2040 Land Use Plan:	Public/Semi-Public and Institutional (PSP/Institutional)
Neighborhood:	Kylawn
Current Zoning:	R1 – Low Density Residential
Site Area:	Approximately 3.16 acres
Crystal Airport Overlay	Yes - Zone 2

Surrounding Area:

Direction	2040 Land Use Plan	Zoning	Existing Land Use
North	Low Density Residential	R1 – Low Density Residential	R1 – Low Density Residential
South	Low Density Residential	R1 – Low Density Residential	R1 – Low Density Residential — Twin Lakes STEM Academy
East	PSP/Institutional	R1 – Low Density Residential	R1 – Low Density Residential — Twin Lakes STEM Academy
West	Low Density Residential	R1 – Low Density Residential	R1 – Low Density Residential

Site and Building Plan (Major)

As was noted in the *Background*, the Applicant is requesting consideration for construction of new building additions and certain site improvements. These improvements include a proposed expansion of the parking lot, alterations to the front entrance to address accessibility, installation of a new elevator, and additional Sunday School classroom, office, and support spaces.

The new sanctuary would accommodate 430 members with a 2,272 square foot addition on the main level and 1,621-square feet in additional space on the lower level. The Applicant is expanding the parking lot from 65 to 153 on-site spaces.

This request would trigger the need for approval of a major site and building plan under Section 35-7600 (*Site & Building Plan Approval*). Site and Building Plan approval is required in order to, “construct or erect a new building or add on to an existing building that would result in an increase in gross floor area of all buildings on the lot by more than ten percent.” Assuming an existing, approximately 7,230-square foot church, the 10 percent threshold is passed with a 723-square foot addition, and the proposed addition is substantially larger at approximately 3,893-square feet.

In reviewing the Subject Property, the Applicant discovered a permanent temporary easement recorded with Hennepin County. This easement was executed in 1976 between then Brook Park Baptist Church and

This is a detailed site plan for a development located at the intersection of Perry Avenue North and 63rd Avenue North. The plan shows a large building footprint with a central courtyard area. To the left of the building is a parking lot, and to the right is a larger parking area with a curved driveway. The plan includes various annotations such as "CONSTRUCTION LIMITS", "PERRY AVENUE NORTH", "63RD AVENUE NORTH", and "PARKING LOT". It also shows property lines, easements, and other site-specific details. A north arrow is located in the upper right corner of the plan.

App. No. 2026-007
PC 08/13/2026
Page 4

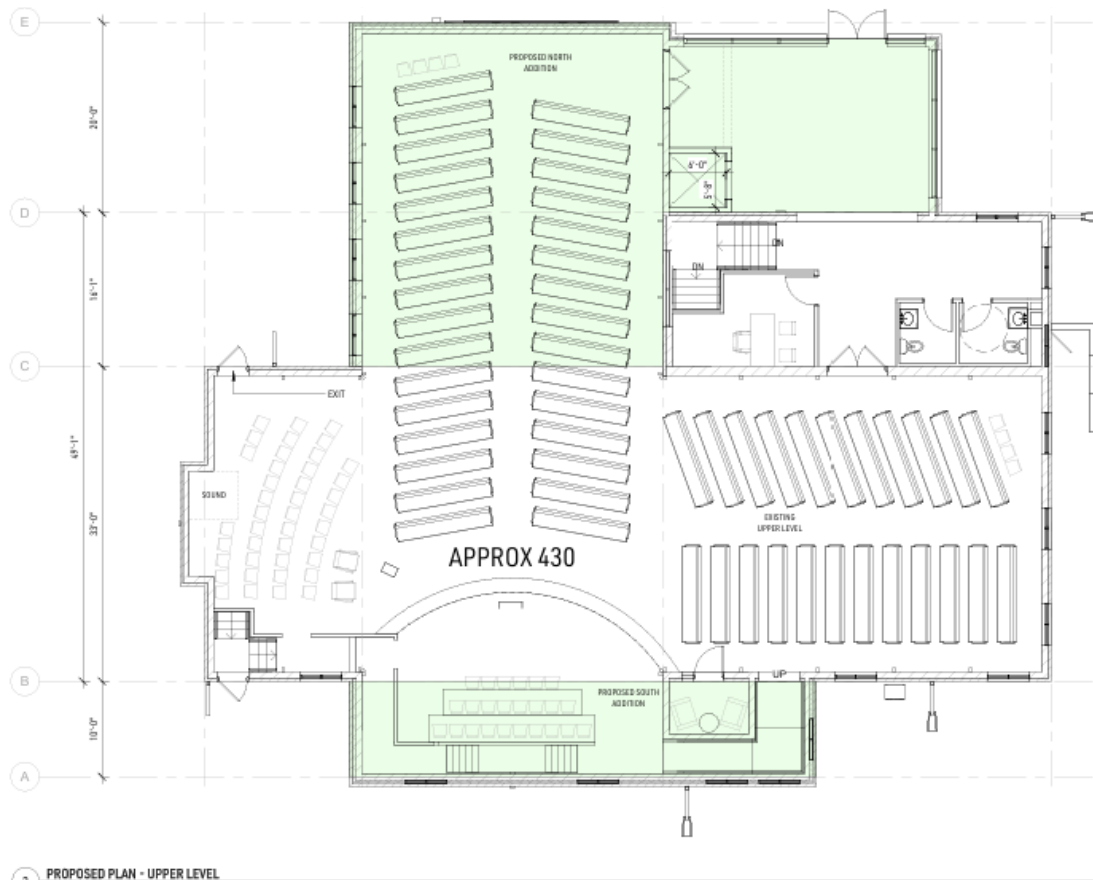


Image 3. Interior Layout of Unity Temple Church of God in Christ on Subject Property.

As proposed, the primary portion of the addition would extend along the northernmost portion of the church on the upper level, with approximately 1,500-square feet of added sanctuary and entryway space. An additional 600-square feet would be added along the southernmost portion of the building for clergy seating. The lower level would have additional office and support spaces and added storage. A newly expanded parking lot would be located along the western portion of the parcel and fronting along Perry Avenue North, with a new secondary curb cut. The new curb cut is intended to improve circulation on the site. Additional parking would also extend toward the south end of the Subject Property. These portions would be landscaped in order to provide screening for those residential properties located adjacent to the Subject Property and to comply with Section 35 -5514 (*Parking Lot Screening*). This section requires all open off-street parking areas with more than six (6) parking spaces and all off-street loading and unloading spaces to be effectively screened from any abutting residential lots.

The Subject Property parcel is unique in that it contains frontages along 63rd Avenue North and Perry Avenue North, but it is *not* a corner lot. The building expansion would be located at the following proposed building setbacks in the R1 (Low Residential District):

Front Setback (Minimum Required): 35 ft
Front Setback (Proposed): 134 ft

Rear Setback (Minimum Required): 25 ft
Rear Setback (Proposed): 446 ft

Interior Side Yard Setback (Minimum Required): 10 ft
Interior Side Yard Setback (Proposed): 11.5 feet | 110.4 ft

Note: Setback along Perry Avenue North is at ~104 feet

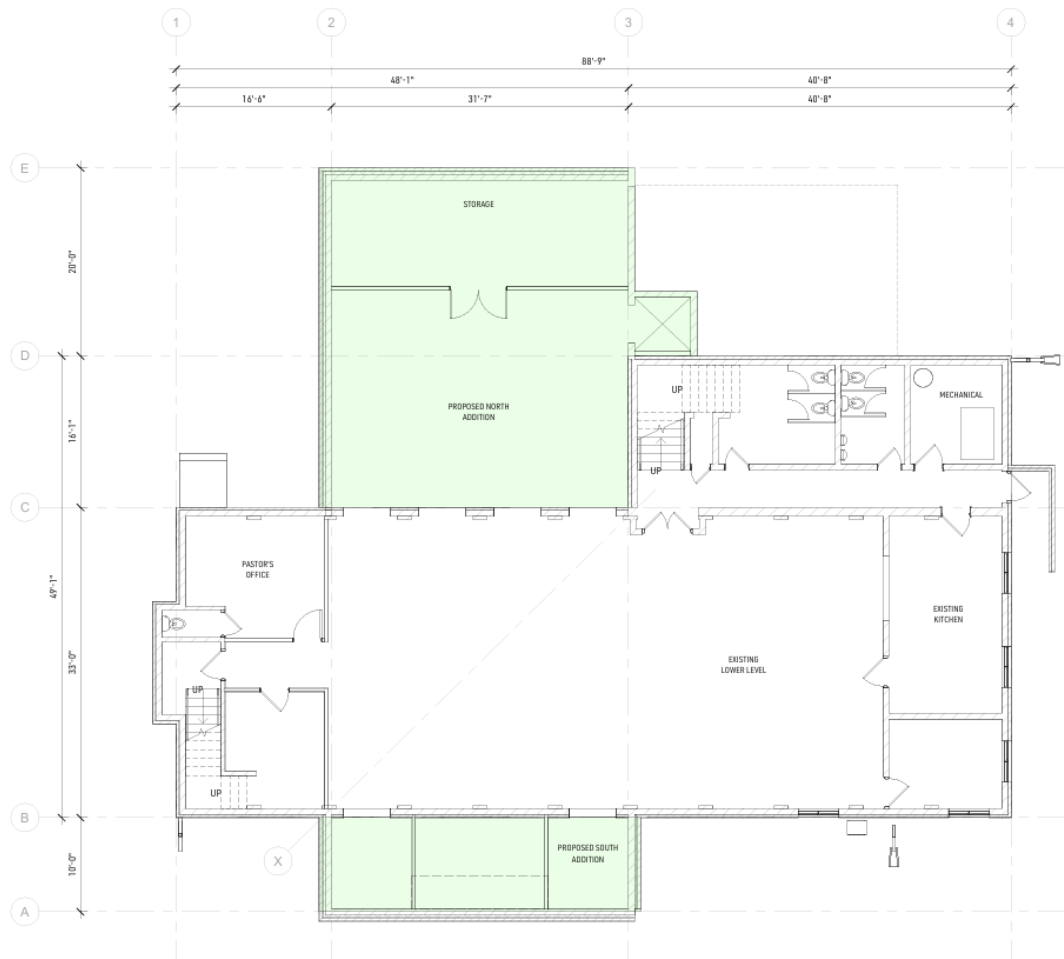


Image 4. Interior Layout of Unity Temple on Subject Property.

Architectural Materials

The existing building is majority comprised of face brick and glazing (glass). As proposed, the development team intends to continue the use of face brick to match the existing façade on all elevations.

The north elevation facing 63rd Avenue North contains the main entrance with aluminum storefront windows at the pedestrian level to orient visitors and members into the main entrance and foyer. The north and south elevations will retain secondary and tertiary access on the western corner of the building. Additionally, there will be direct visibility to a new steeple on top of a dormer that allows additional light into the building. The dormer will have a prefinished metal siding on the north and south elevations.

The west elevation of the building, which faces Perry Ave North, would provide utilize composite windows.

The maximum primary structure height allowed within the R1 District is no more than 32 feet. As proposed, the Applicant intends to maintain the existing height of approximately 22.6 feet in height. The Applicant proposes to install a new steeple approximately 15 feet above the ridge of the roof for a total height of 37.6 feet in height; however, RLUIPA (Religious Land Use and Institutionalized Persons Act) provides certain protections for the religious freedom of persons, places of worship, religious schools, and other religious assemblies. These protections include but are not limited to provisions against the

substantial burdens on religious exercises and unreasonable limitations of religious assemblies. As the proposed steeple would be considered accessory to the building, and not part of the primary structure, City staff reviewed the steeple and cross against other portions of the code, including: amateur radio antennas, which must be located in the rear setback but do not specify a height; roof-mounted satellite receive only antennas (SROAs), which cannot be positioned higher than the maximum building height in the R1 District; and the Mississippi Corridor Critical Area (MRCCA) overlay district provisions, which *exempt* “chimneys, church spires, flag poles, public monuments, and mechanical stacks and similar mechanical equipment” from the maximum height provisions.

As the Subject Property is also located within the Crystal Airport Overlay District, City staff reviewed the provisions for properties located in “Zone 2” of the Overlay District. The construction of the addition shall conform to the maximum construction height provisions without a permit. Further, no use shall be made of any land in any of the Land Use Zones that creates or causes interference with the operations of radio or electronic facilities at the Airport and aircraft, makes it difficult for pilots to distinguish between Airport lights and other lights, results in glare in the eyes of pilots using the Airport, impairs visibility in the vicinity of the Airport, is deemed a “hazard” to air navigation by FAA or MNDOT as part of an FAA 7460 Obstruction Evaluation, or otherwise endangers the landing, taking off, or maneuvering of aircraft per Section V.B.1 (*Land Use Zoning*).

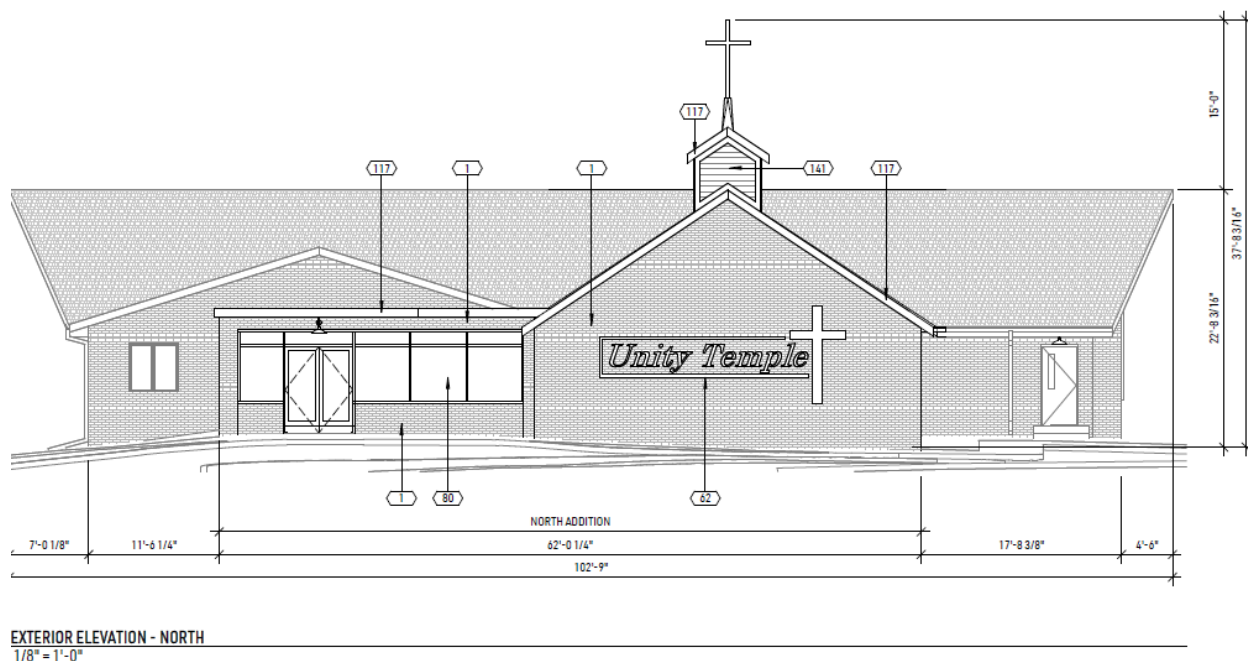


Image 5. Exterior Architectural Rendering of Unity Temple—North Elevation.

Traffic | Access | Circulation | Connection

Access

As proposed, full access will be gained through the current curb cut located on the south side of 63rd Avenue North and a new curb cut would be installed along Perry Avenue North. It is assumed the primary access will continue to be 63rd Avenue North, with Perry Avenue North serving as additional relief before and after service times. The Applicant is proposing a new rear (south) parking lot that intends for traffic

to keep right and leave the parking lot as it curves around the lot. The area on the western side of the church building will have designated accessible parking spaces.

The existing drive aisle in the main lot is approximately 23.1 feet, but with the expansion, new portions of parking lot would be constructed to meet the minimum 24-foot drive aisle for two-way traffic. The Applicant denotes a sidewalk connection for pedestrians off the trail on 63rd Avenue North with an internal crosswalk that leads pedestrians to the church building.

As mentioned previously, there is a temporary easement that allowed certain residential properties along Perry Avenue North to construct fences on the Subject Property. Given the Applicant and Property Owner's plans to improve the property, they have indicated plans to terminate the agreement. The Agreement does provide for certain minimum notification to those affected properties, and City staff reiterated those provisions to the Applicant and Property Owner. In reviewing aerial imagery of the westerly portions of the Subject Property, it appears some residents have installed accessory structures (e.g. sheds) on the Subject Property, which were not considered as part of the temporary easement. The Applicant and Property Owner would need to work with the affected property owners regarding the relocation of any fencing, accessory structures, etc.

City staff consulted with the City Attorney who determined the temporary easement to be a private matter. A notice of termination should be provided per the Agreement but would not hold up plans for development on the site.

Parking

For the purposes of calculating parking needs, City staff reviewed Section 35-5506 (*Required Parking Spaces*) and determined the Subject Property's use is that of, "Places of public assembly such as a houses of worship, theatres, auditoriums (other than school auditoriums), mortuaries, stadiums, arenas, dance halls." This use requires a minimum of one (1) parking space for every (3) seats or persons.

The sanctuary space is identified as the highest occupancy space, and the other identified areas within the building are likely ancillary to or spaces used by individuals or staff already utilizing the sanctuary space (e.g. office spaces, children and staff at Sunday School).

The Applicant originally provided an occupancy load breakdown for the proposed sanctuary as 430 occupants noted on the Image 4 (above) and that implies a minimum need of 143 parking spaces; however, the Applicant is proposing 153 stalls. The breakdown provides 145 standard and 8 accessible spaces. The Applicant should verify the total number of ADA parking spaces required as the 2020 Minnesota Accessibility Code identifies a minimum requirement of six (6) accessible spaces for between 151 and 200 parking spaces. As proposed, a new "drop off only" area would also be installed along the main entrance to the building.

A review of the Subject Property notes approximately 0.45 acres of Zone A (100-year) floodplain on the Subject Property. In reviewing the City's provisions for allowable uses within this floodplain district under Section 35-3101 (*FP—Floodplain*), it was determined that Zone A is considered the City's "General Floodplain District." This district allows for parking areas as a permitted use. The development team, in conversation with the City's Assistant City Engineer, determined that this project *will not* be required to provide compensatory storage as the adjacent project to the east was also not required to provide compensatory storage.

Lighting

A photometric plan was submitted with the application submittal; however, the provided plan will require revisions as it does not provide the proper fixtures or proper illumination necessary to determine whether it meets the code provisions as outlined under Section 35-5400 (*Exterior Lighting*). The Applicant shall revise the photometric plan to provide fixture specifications and proper foot candle measurements.

The Applicant did provide fixture specifications for the building; however, the fixtures provided are considered “wall packs.” These types of fixtures are only permitted in identified loading and service zones. Additionally, there are uneven spots of illumination in the parking lots. The Applicant should provide illumination levels of at least 10-foot candles within 5 feet of the primary entrances and exits, and along pedestrian ways (e.g. sidewalks). Detail sheets are also requested of the Applicant to demonstrate enhanced illumination over all primary building entrances/exits and any pedestrian pathways as outlined under Section 35-5401. m.2 (*Lighting Standards*). This is particularly important with the expanded parking lot and evening service times. Any photometric plan provided shall clearly demonstrate consistent levels of illumination across the existing open-air parking lot and avoid pockets of very low or high levels of illumination.

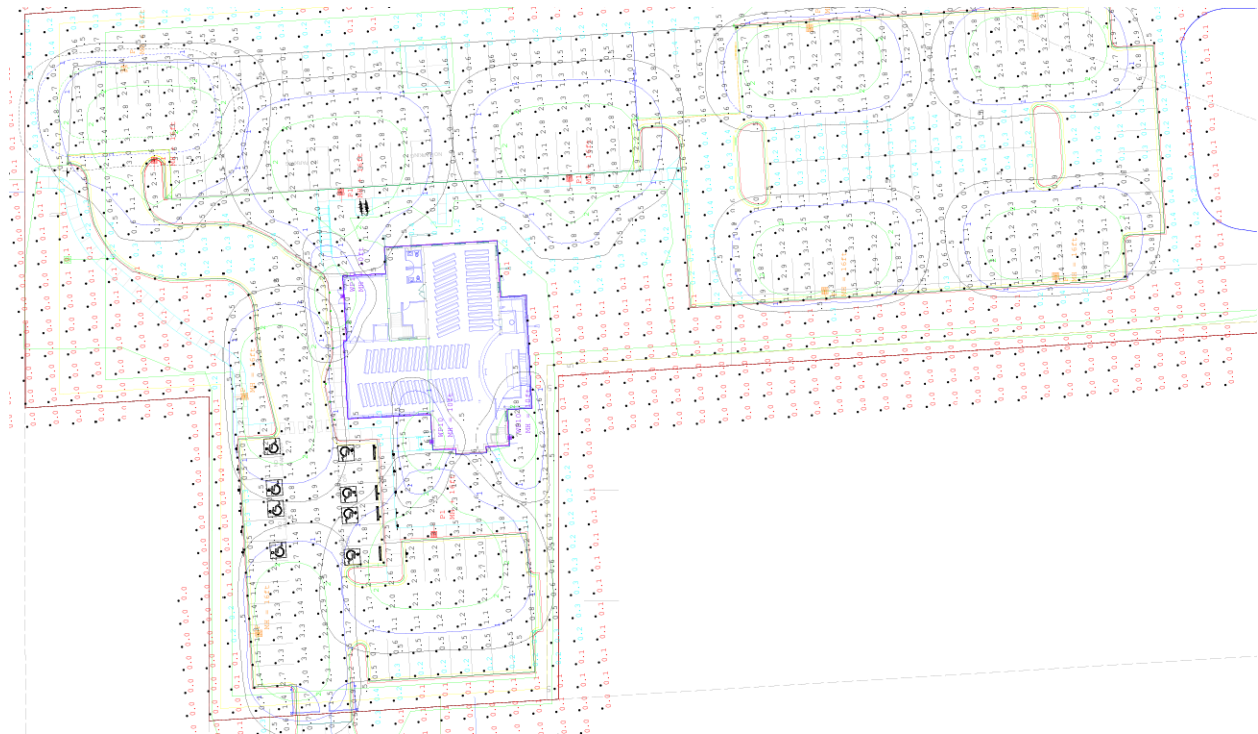


Image 6. Submitted Photometric Plan for the Subject Property.

Trash | Screening

As proposed, a new trash enclosure would be constructed along the Easterly property line within the parking lot. The enclosure would be approximately 11 feet by 6 feet in size and comprised of synthetic lumber or cedar board panels on a metal frame. City Code requires all trash, recycling, and dumpsters to be wholly screened within the enclosure with opaque materials.

The Applicant submitted vehicle turning movement diagrams to the city (Sheet C2.0), demonstrating the

ability for a standard garbage truck to navigate the drive aisle to the trash enclosure and its ability to exit.

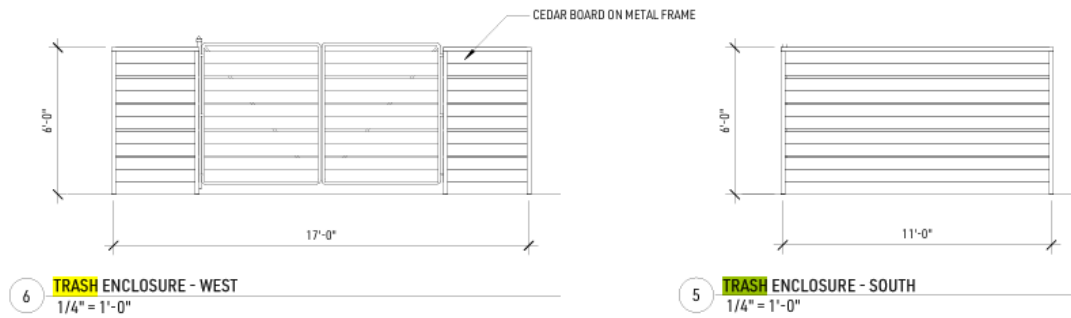
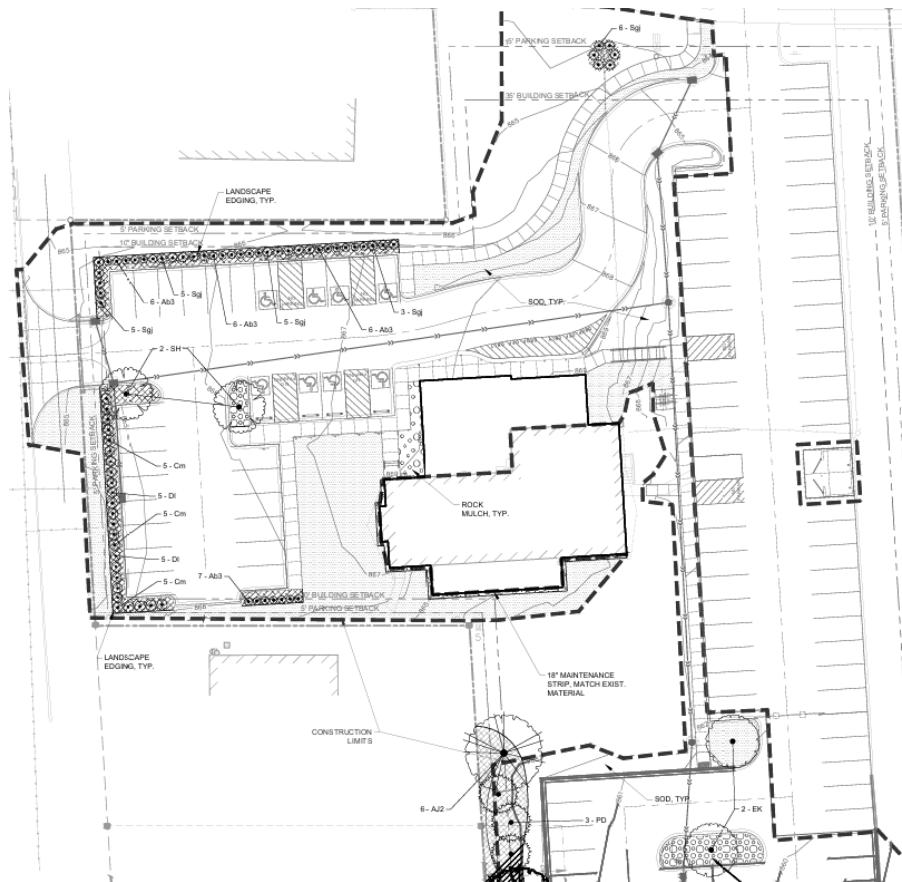


Image 7. Proposed Trash Enclosure for Subject Property.

All ground-mounted equipment over 30 inches in height or greater than 12 cubic feet (e.g., transformers, mechanical) shall be effectively screened from public view.

Landscaping

Detailed landscape plans (Sheets L1.0, L1.1, L1.2, and L1.3) were provided by the Applicant. As proposed, a mix of deciduous trees, evergreen trees, and shrubs are proposed for installation on the Subject Property.



35-6000 (*Signs*).

Building Review

Building Official Dan Grinsteinner conducted a cursory review of the proposal in a memorandum dated August 12, 2026 — Refer to Exhibit D.

A fire sprinkler and monitoring system is required for installation and is to be maintained at all times in the existing building and building additions per Chapter 3.101B (2) of the City Code of Ordinances, and sufficient fire hydrants shall be provided.

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

The parking lot extension along the south portion of the Subject Property will require the installation of drains to the storm sewer system. Review and approval of the drainage methods shall be completed by the City Engineering and Building divisions.

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

Engineering Review

Assistant City Engineer, Touyia Lee, conducted an initial review of the submitted site plan and documentation and provided a memorandum dated August 3, 2026 — refer to Exhibit E. The Assistant City Engineer indicates a Construction Management Plan and Agreement will be required, as well as an overall Easement Agreement for any private utilities and storm drainage areas to inspect and enforce proper utility service and maintenance for the entire site. An as-built survey shall be submitted at project completion.

A review of the submitted Stormwater Management Report by CivilSite Group dated July 7, 2026, was conducted and found to be generally acceptable. As proposed, more than one (1) acre would be disturbed as part of the project, so a NPDES permit is required as well as SWPP implementation. The proposed stormwater strategy for this project would be to direct the site's stormwater runoff via surface drainage and storm sewer piping to an aboveground filtration basin located at the south end of the Subject Property.

CONDITIONAL USE PERMIT

Conditional use permits, as outlined under Section 35-7700, are those uses which have been identified, because of their nature, operation, location, special requirements or characteristics, and may only be allowed in a particular zoning district after submittal of an application, review, and recommendation by the Planning Commission, and approval by the City Council.

The conditional use permit process regulates: the location, magnitude, and design of conditional uses consistent with the 2040 Comprehensive Plan, and the regulations, purposes, and procedures of this Unified Development Ordinance (UDO).

A conditional use permit ***may not*** be granted by the City Council unless the following criteria have been satisfied (**Note:** Applicant responses are transcribed from the submitted narrative—Exhibit A):

- a. The conditional use will be in accordance with the general objectives, or with any specific objective, of the City's Comprehensive Plan and this UDO.

Applicant Response: No response given.

- b. The establishment, maintenance, or operation of the conditional use will promote and enhance the general public welfare and will not be detrimental to or endanger the public health, safety, morals or comfort.

Applicant Response: The property has been used as a church for many years. The increase in the use will further foster community and wellbeing in the neighborhood and city as the church is a welcoming and respectful neighbor.

- c. The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.

Applicant Response: The church will not be injurious to others or affect their enjoyment of their own properties. It has continued to operate responsibly, and the application has allowed it to connect to its near neighbors and hear their concerns and work to address them.

- d. The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

Applicant Response: No response given.

- e. Adequate measures have been or will be taken to provide ingress, egress, and parking so designed as to minimize traffic congestion in the public streets.

Applicant Response: The project has introduced another street connection at Perry Avenue with the expanded parking lot to provide alternate routes to the site for ingress and egress.

- f. Impacts such as noise, hours of activity, and exterior lighting have been sufficiently addressed to mitigate negative impacts on nearby uses.

Applicant Response: We have listened to neighborhood concerns and addressed the lighting by limiting the impacts to the property line or less per the zoning requirements. In addition, we're planting landscaping along the property to further lessen any impacts. The project is also installing a gate to the south parking to limit access on non-church function times, so after hours access is restricted.

- g. The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located.

Applicant Response: The project being proposed follows all building and parking setbacks and other zoning requirements, preserves existing trees and exceeds the landscaping requirements.

The Subject Property is generally in conformance with the general objectives of the City's 2040

Comprehensive Plan and Unified Development Ordinance (UDO). This property is future guided for “Public-Semi Public/Institutional “under the 2040 Comprehensive Plan and the R1 zoning district allows for “Places for Religious Assembly” as a conditional use.

As identified in the project narrative provided by the Applicant, the church was constructed in the 1960s—before conditional use permits or their precursor (special use permits) were required for this use in the residential district. Per County records, the church was constructed in 1962, which also predates the establishment of Brooklyn Center as a charter city (1966). During discussions with the Applicant and development team, and with the anticipated plans for expansion, City staff indicated that now would be the time to bring the property up to code by working through issuance of a conditional use permit as part of the Planning Commission application request.

In reviewing records, the Subject Property has a long history in serving as a place of worship and served as a former home to Brook Park Baptist Church. There are no plans to offer any new services, such as daycare or a charter school at this site. Instead, the Applicant’s request is forward focused in anticipating growth within their congregation and the space needs that come with that. The area surrounding the Subject Property is heavily residential with a charter school (Twin Lakes STEM Academy) located to the east of the Subject Property, the Crystal Airport and MAC Preserve located to the south of the Subject Property.

City staff engaged in conversations with the Applicant regarding their plans to install a secondary curb cut access off Perry Avenue North to offer relief before and after service times. City staff noted that this is a residential street and encouraged the Applicant and development team to meet with the neighborhood in advance of the application review at Planning Commission and City Council. To City staff knowledge, there have been two neighborhood meetings to date. City staff was available at the first neighborhood meeting on June 24, 2026, to provide information on the City process. Based on the development team’s engagement with the neighborhood, the Applicant notes certain alterations were taken into account based on feedback from the residents (e.g. site lighting).

The Applicant indicated the highest levels of traffic would take place on Sunday mornings and afternoons, which is unlike that of the school that operates to the east. They further indicate the installation of a stormwater filtration area, which is not currently present on-site, and plans to install a gate at the north end of the entrance to the south parking lot to discourage loitering and after-hours activity. The Applicant should coordinate with the City’s Fire Department for emergency access options, if ever required.

ANTICIPATED PERMITTING AND CONDITIONS OF APPROVAL

Following a review of the submittal materials and the requests, approval of the major site and building plan and conditional use permit are both required to forward the application for the Subject Property located at 4801 63rd Avenue North. City staff recommends the following conditions be attached to any positive recommendation on the approval of Planning Commission Application No. 2026-007 for the Subject Property, which contemplates approval of an approximately 3,893-square foot expansion to Unity Temple Church of God in Christ and certain site improvements:

1. Any major changes or modifications made to this Site and Building Plan, and as outlined within the City Code, can only be made by an amendment to the approved Site and Building Plan as approved by the City Council.
 - a. The Applicant shall revise the provided photometric plan to meet City lighting provisions under Section 35-5400 (*Exterior Lighting*) and provide revised fixture

specifications for all new site and wall lighting.

2. The building plans are subject to review and approval by the Building Official with respect to applicable codes prior to the issuance of permits, and with respect to the cursory review comments provided in the Building Official's memorandum dated August 12, 2026.
3. A SAC Determination shall be submitted by the Applicant and Property Owner to the Metropolitan Council and any associated fees paid at time of any permit issuance for the proposed development.
4. 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 provided plans, specifications, and standards.
5. The Applicant and Property Owner shall notify affected property owners of its intent to terminate the Temporary Grant Easement identified as Document No. 4253115 and dated June 1, 1976, and per the minimum notification requirements.
6. The Applicant and Property Owner shall ensure the proposed building expansion is constructed to comply with maximum construction height requirements for Zone 2 of the Crystal Airport Overlay District, ensure safety, and minimize interference with the operations of the Airport.
7. Any outside trash disposal facilities and rooftop or ground mechanical equipment shall be appropriately screened from view per City Code requirements and a detail sheet provided.
8. The Applicant and Property Owner agree to comply with all conditions or provisions noted in the Assistant City Engineer's review memorandum, originally dated August 3, 2026.
9. The Applicant and Property Owner 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.

RECOMMENDATION

Based on the submitted plans and above-noted findings, City staff recommend Planning Commission recommend City Council approval of Planning Commission Application No. 2026-007 for **(1)** issuance of a conditional use permit for a "Place for Religious Assembly" and **(2)** a major site and building plan for construction of an approximately 3,893-square foot building expansion and certain site improvements at the Subject Property located at 4801 63rd Avenue North, as amended by the anticipated permitting and conditions of approval in the August 13, 2026 Planning Commission report.

ATTACHMENTS

Exhibit A — Planning Commission Application No. 2026-007 Plans and Documents.

Exhibit B — Public Hearing Notice, submitted for publication in the Brooklyn Center *Sun Post*, and dated July 30, 2026

Exhibit C — Temporary Grant Easement (Document Number: 4253115), dated June 1, 1976.

Exhibit D — Review Memorandum, prepared by Building Official Dan Grinsteinner, and dated August 12, 2026.

Exhibit E — Review Memorandum, prepared by Assistant City Engineer Touyia Lee, and dated August 3, 2026.



333 Washington Avenue North
Suite 210 | Minneapolis MN 55401
612.676.2700 | www.djrarch.com

July 13, 2026

Project Narrative – Unity Temple Church of God in Christ - Addition and Site Improvements

The proposed project is a 3,893 SF addition to the existing 7,230 SF church and includes site improvements and is located at 4801 63rd Avenue North. The church congregation is outgrowing their current space and looking to expand the sanctuary and support spaces to accommodate the growth. The project is proposing a new addition to the north and south of their current sanctuary with support spaces below and including a new drive-up entry for accessibility. The current church and parking area is divided by steps and a long sloping walk, making access more difficult for older members. The other improvements include an elevator, Sunday school classrooms, office and support spaces.

The site will be improved by adding parking to the south and north with a new street connection to Perry Avenue to accommodate new accessible parking spaces and drop off at the front entry. The new impervious parking area is balanced with stormwater improvements on the south part of the site as well as landscaping screening between the new parking and residential homes to the west and north.

The church leadership and design team held a neighborhood meeting on June 24th attended by four households and approximately 10 people. The topics discussed were traffic, parking lot noise and lighting and loss of natural landscape.

In response to these comments, it was discussed that almost all of the significant traffic would be occurring on Sunday morning and afternoon, unlike the school building to the south. The increased parking on site is both a city requirement and being a good neighbor to ensure church parking happens on site rather than using up on-street parking. The inclusion of a stormwater filtration area will improve the runoff from the new and existing parking field, where no treatment exists for the current parking area.

Following the meeting, the site lighting has been designed to have virtually no spill over to the neighbors and well under the city code requirements. The parking area will be screened via coniferous plantings rather than a fence. To limit any after-hours activity in the south parking area, a gate is proposed at the north side of the parking lot extension to bar vehicular access when not being used for church activities.

The church leadership and design team plan a follow up meeting to review the improvements and ways the project is addressing their concerns prior to the planning commission meeting.



July 13, 2026

Project Narrative – Unity Temple Addition - Conditional Use Permit Request Responses

The conditional use permit is requested as the church was built in the 1960's before conditional use permits or their precursor were required for the use in residential districts. As the addition is expanding this use, the CUP is requested.

- **The establishment, maintenance or operation of the conditional use will promote and enhance the general public welfare and will not be detrimental to or endanger the public health, safety, morals or comfort.**
Response: The property has been used as a church for many years. The increase in the use will further foster community and wellbeing in the neighborhood and city as the church is a welcoming and respectful neighbor.
- **The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.**
Response: The church will not be injurious to others or affect their enjoyment of their own properties. It has continued to operate responsibly, and the application has allowed it to connect to its near neighbors and hear their concerns and work to address them.
- **The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for permitted uses.**
Response: The project will continue in its current use and will not impede the normal and orderly development of the surrounding properties. The project is wholly self-contained on the site and still modest use of the lot including traffic, which will only be fully utilized on Sundays when general traffic is lighter.
- **Adequate measures have been or will be taken to provide ingress, egress and parking so designed as to minimize traffic congestion in the public streets.**
Response: The project has introduced another street connection at Perry Avenue with the expanded parking to provide alternate routes to the site for ingress and egress.
- **Impacts such as noise, hours of activity, and exterior lighting have been sufficiently addressed to mitigate negative impacts on nearby uses; and**
Response: We have listened to neighborhood concerns and addressed the lighting by limiting the impacts to the property line or less per the zoning requirements. In addition, we're planting landscaping along the property to further lessen any impacts. The project is also installing a gate to the south parking area to limit access on non-church function times, so after hours access is restricted.
- **The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located.**
Response: The project being proposed follows all building and parking setbacks and other zoning requirements, preserves existing trees and exceeds the landscaping requirements.



AERIAL PHOTO LOOKING SOUTHWEST

DJR



SITE AND BUILDING
PLAN REVIEW
APPLICATION

07.13.2026

**UNITY TEMPLE
CHURCH
ADDITION**

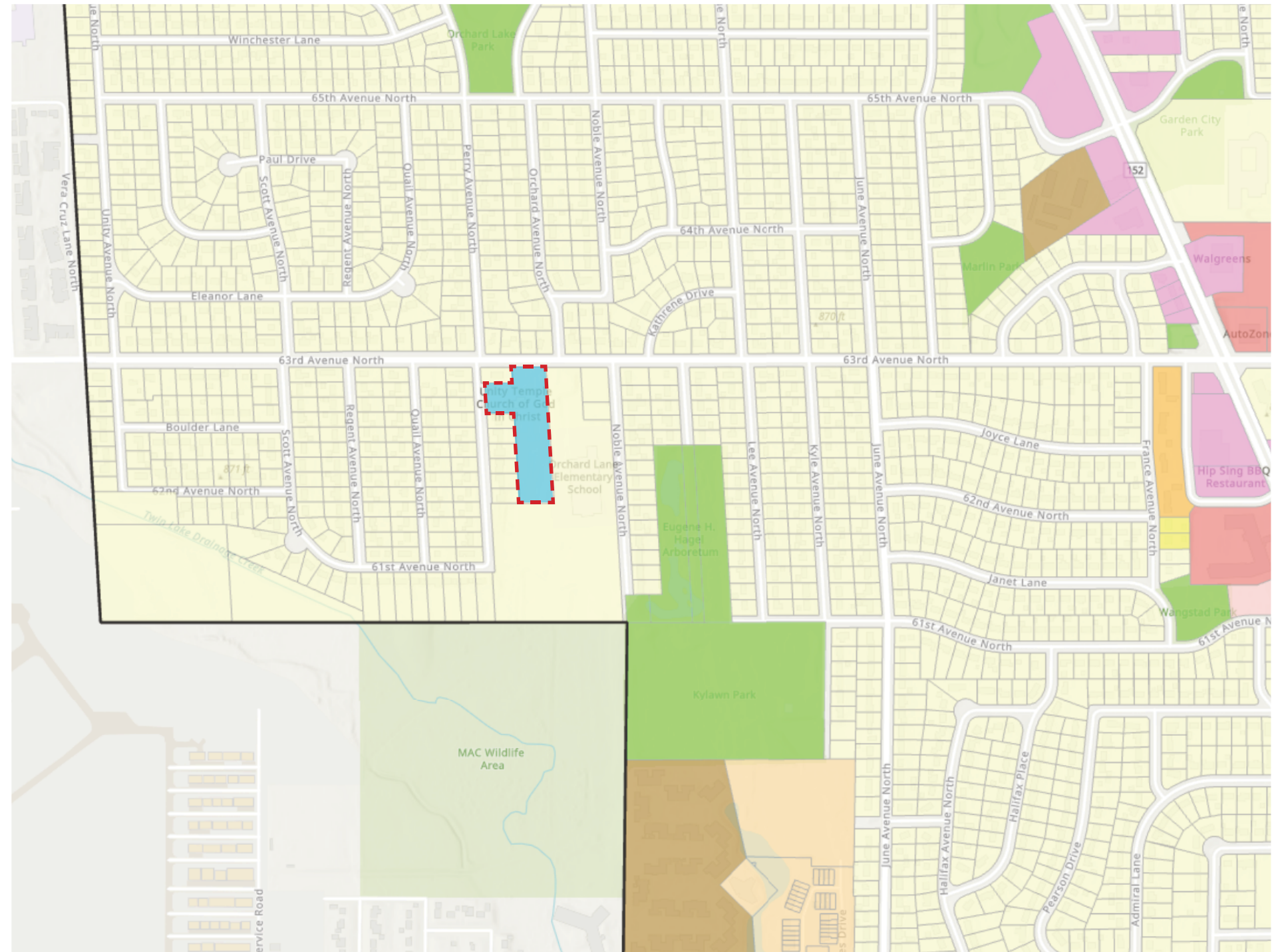
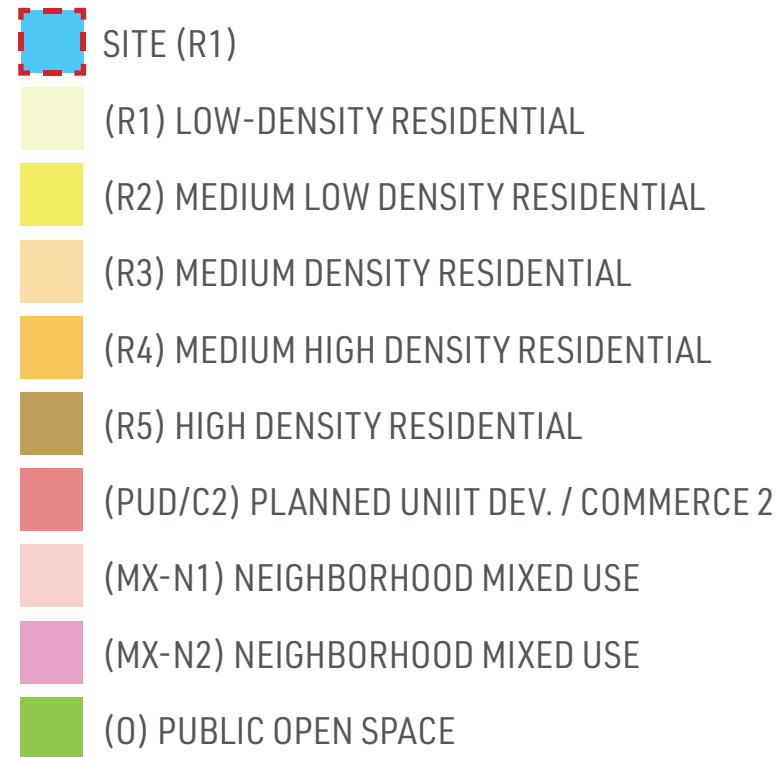
4801 63rd Ave. N,
Minneapolis, Minnesota
25-101.00

SITE ANALYSIS
SITE AERIALS

G001

CURRENT ZONING: R1 (LOW-DENSITY RESIDENTIAL)

KEY



PRIMARY ZONING MAP

DJR



SITE AND BUILDING PLAN REVIEW APPLICATION

07.13.2026

UNITY TEMPLE CHURCH ADDITION

4801 63rd Ave. N,
Minneapolis, Minnesota
25-101.00

SITE ANALYSIS

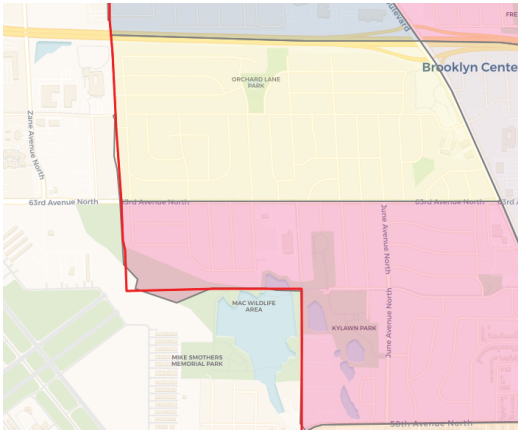
ZONING & ADJACENT USES

G002

SITE ANALYSIS - SURROUNDING BUILDINGS

KYLAWN NEIGHBORHOOD

The proposed project site is located on the north side of the Kylawn neighborhood, to the immediate south of the Orchard Lane Neighborhood.



1.



2.



3.



Reference Map

DJR



SITE AND BUILDING
PLAN REVIEW
APPLICATION

07.13.2026

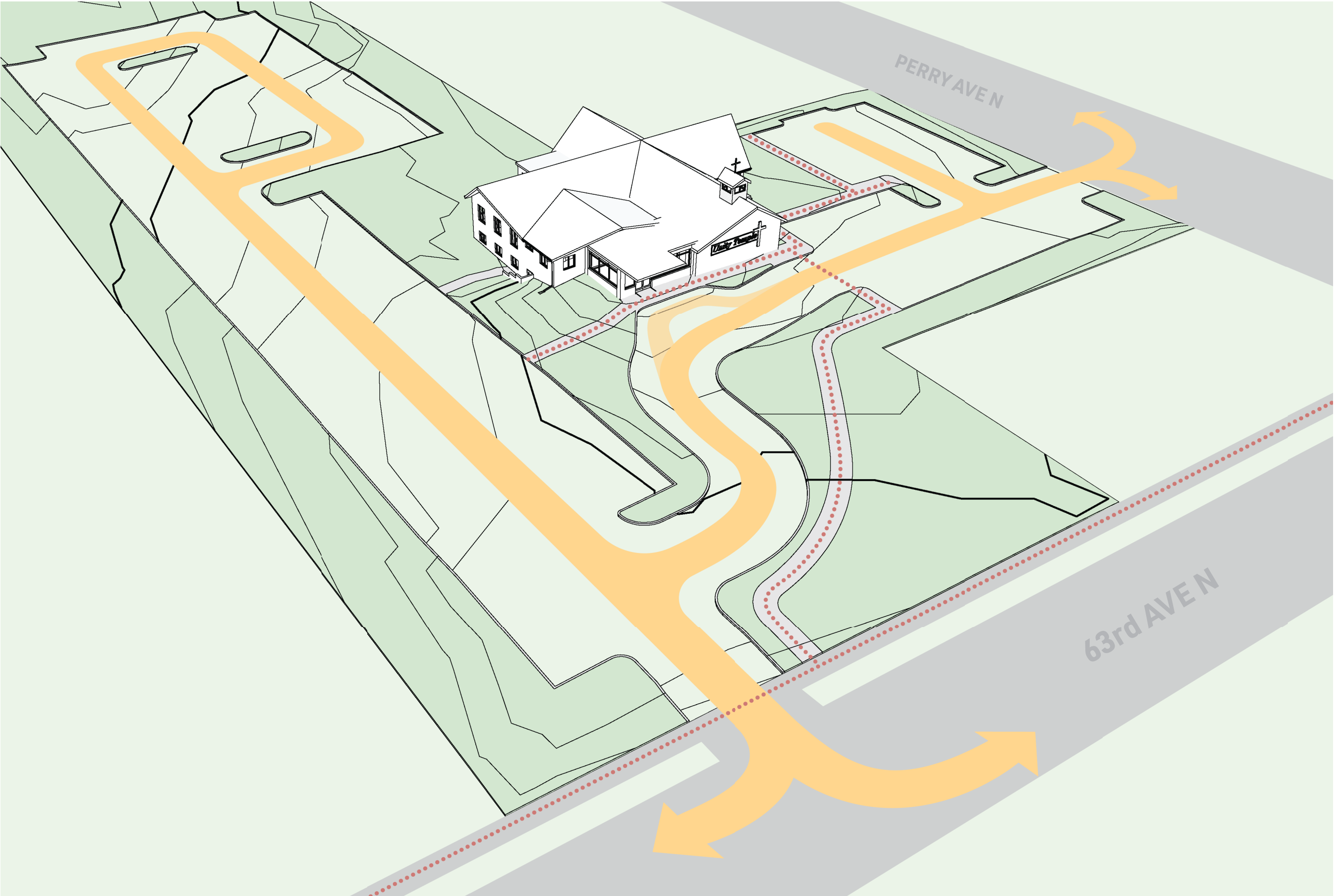
UNITY TEMPLE
CHURCH
ADDITION

4801 63rd Ave. N,
Minneapolis, Minnesota
25-101.00

SITE ANALYSIS
SURROUNDING BUILDINGS

G003

CIRCULATION DIAGRAM



DJR

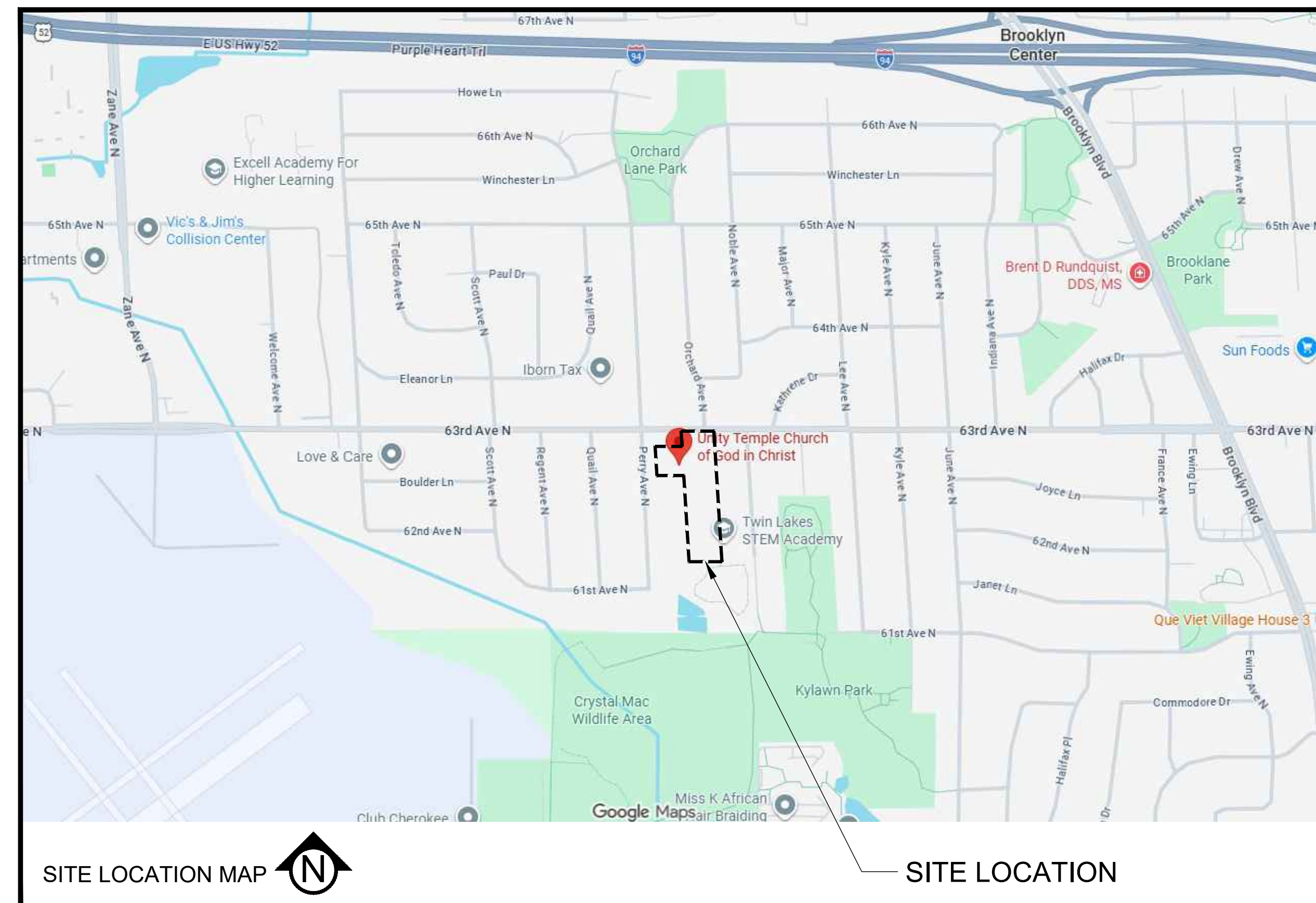


SITE AND BUILDING
PLAN REVIEW
APPLICATION
07.13.2026

**UNITY TEMPLE
CHURCH
ADDITION**
4801 63rd Ave. N,
Minneapolis, Minnesota
25-101.00

CIRCULATION
DIAGRAM
G004

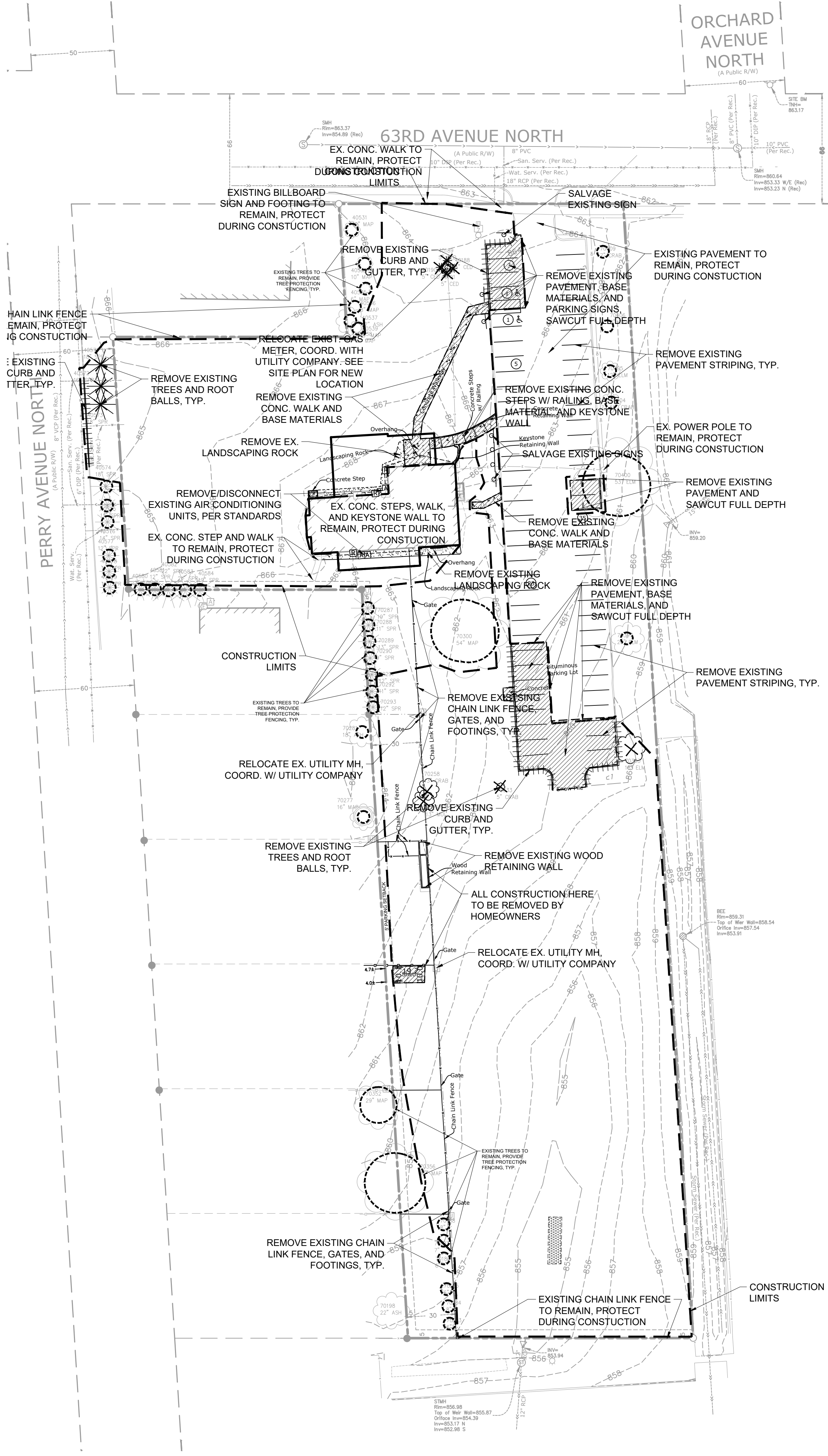
ISSUED FOR: CITY SUBMITTAL



PROJECT CONTACTS		
	NAME & ADDRESS	CONTACT
CIVIL ENGINEER	CIVIL SITE GROUP	DAVID KNAEBLE
	5000 GLENWOOD AVE	612-615-0060
	GOLDEN VALLEY, MN 55422	DKNAEBLE@CIVILSITEGROUP.COM
LANDSCAPE ARCHITECT	CIVIL SITE GROUP	PATRICK SARVER
	5000 GLENWOOD AVE	612-615-0060
	GOLDEN VALLEY, MN 55422	PSARVER@CIVILSITEGROUP.COM
PROPERTY OWNER	UNITY TEMPLE CHURCH OF GOD	763-537-6996
	PO BOX 29035	INFO@UNITYTEMPLECOGIC.ORG
	BROOKLYN CENTER, MN 55429	
ARCHITECT	DJR ARCHITECTS	CHRIS WHITEHOUSE
	333 WASHINGTON AVE N #210	612-676-2736
	MINNEAPOLIS, MN 55101	CWHITEHOUSE@DJR-INC.COM
SURVEYOR	CIVIL SITE GROUP	RORY SYNSTELIEN
	5000 GLENWOOD AVE	612-615-0060 X 712
	GOLDEN VALLEY, MN 55422	RORY@CIVILSITEGROUP.COM
GEOTECHNICAL ENGINEER	COMPANY NAME	CONTACT NAME
	ADDRESS LINE 1	PHONE NUMBER
	ADDRESS LINE 2	EMAIL

1. ALL EXISTING UTILITY LOCATIONS SHOWN ARE APPROXIMATE. CONTACT "GOPHER STATE ONE CALL" (651-454-0000 OR 800-252-1166) FOR UTILITY LOCATIONS. 48 HOURS PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL REPAIR OR REPLACE ANY UTILITIES THAT ARE DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.
2. CONTRACTOR SHALL CONFIRM THAT THE EXISTING CONDITIONS FOR THE SITE MATCH WHAT IS SHOWN ON THE DRAWINGS INCLUDED PRIOR TO CONSTRUCTION.
3. ALL NECESSARY INSPECTIONS AND/OR CERTIFICATIONS REQUIRED BY CODES AND/OR UTILITY SERVICES COMPANIES SHALL BE PERFORMED PRIOR TO ANNOUNCED BUILDING POSSESSION AND THE FINAL CONNECTION OF SERVICES.
4. ALL GENERAL CONTRACTOR WORK TO BE COMPLETED (EARTHWORK, FINAL UTILITIES, AND FINAL GRADING) BY THE MILESTONE DATE IN PROJECT DOCUMENTS.
5. CIVIL SITE GROUP SHALL HAVE NO LIABILITY WHATSOEVER FOR ANY COSTS ARISING OUT OF THE CLIENTS DECISION TO OBTAIN BIDS OR PROCEED WITH CONSTRUCTION BEFORE CIVIL SITE GROUP HAS ISSUED FINAL, FULLY-APPROVED AND STAMPED PLANS AND SPECIFICATIONS. THE CLIENTS ACKNOWLEDGMENT SHALL BE SUBJECT TO SUBSTANTIAL REVISION. CONTRACTOR IS RESPONSIBLE FOR FOLLOWING THE MOST RECENT ISSUANCE OF PLANS FOR CONSTRUCTION PURPOSES.
6. PLAN SET IS NOT USABLE FOR CONSTRUCTION UNTIL PLANS HAVE BEEN FULLY APPROVED AND STAMPED BY THE REQUIRED REVIEWING AUTHORITIES AND NO ADDITIONAL REVIEWS ARE REQUIRED.

[illegible]



REMOVAL NOTES:

- ALL EXISTING UTILITY LOCATIONS SHOWN ARE APPROXIMATE. CONTACT "GOPHER STATE ONE CALL" (651-454-0002 OR 800-252-1166) FOR UTILITY LOCATIONS, 48 HOURS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REPAIR OR REPLACE ANY UTILITIES THAT ARE DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.
- SEE STORM WATER POLLUTION PREVENTION PLAN (SWPPP) PLAN FOR CONSTRUCTION STORM WATER MANAGEMENT PLAN.
- REMOVAL OF MATERIALS NOTED ON THE DRAWINGS SHALL BE IN ACCORDANCE WITH MNDOT, STATE AND LOCAL REGULATIONS.
- REMOVAL OF PRIVATE UTILITIES SHALL BE COORDINATED WITH UTILITY OWNER PRIOR TO CONSTRUCTION ACTIVITIES.
- EXISTING PAVEMENTS SHALL BE SAWCUT IN LOCATIONS AS SHOWN ON THE DRAWINGS OR THE NEAREST JOINT FOR PROPOSED PAVEMENT CONNECTIONS.
- REMOVED MATERIALS SHALL BE DISPOSED OF TO A LEGAL OFF-SITE LOCATION AND IN ACCORDANCE WITH STATE AND LOCAL REGULATIONS.
- ABANDON, REMOVAL, CONNECTION, AND PROTECTION NOTES SHOWN ON THE DRAWINGS ARE APPROXIMATE. COORDINATE WITH PROPOSED PLANS.
- EXISTING ON-SITE FEATURES NOT NOTED FOR REMOVAL SHALL BE PROTECTED THROUGHOUT THE DURATION OF THE CONTRACT.
- PROPERTY LINES SHALL BE CONSIDERED GENERAL CONSTRUCTION LIMITS UNLESS OTHERWISE NOTED ON THE DRAWINGS. WORK WITHIN THE GENERAL CONSTRUCTION LIMITS SHALL INCLUDE STAGING, DEMOLITION AND CLEAN-UP OPERATIONS AS WELL AS CONSTRUCTION SHOWN ON THE DRAWINGS.
- MINOR WORK OUTSIDE OF THE GENERAL CONSTRUCTION LIMITS SHALL BE ALLOWED AS SHOWN ON THE PLAN AND PER CITY REQUIREMENTS. FOR ANY WORK ON ADJACENT PRIVATE PROPERTY, THE CONTRACTOR SHALL OBTAIN WRITTEN PERMISSION FROM THE ADJACENT PROPERTY OWNER PRIOR TO ANY WORK.
- DAMAGE BEYOND THE PROPERTY LIMITS CAUSED BY CONSTRUCTION ACTIVITY SHALL BE REPAIRED IN A MANNER APPROVED BY THE ENGINEER/LANDSCAPE ARCHITECT OR IN ACCORDANCE WITH THE CITY.
- PROPOSED WORK (BUILDING AND CIVIL) SHALL NOT DISTURB EXISTING UTILITIES UNLESS OTHERWISE SHOWN ON THE DRAWINGS AND APPROVED BY THE CITY PRIOR TO CONSTRUCTION.
- SITE SECURITY MAY BE NECESSARY AND PROVIDED IN A MANNER TO PROHIBIT VANDALISM, AND THEFT, DURING AND AFTER NORMAL WORK HOURS, THROUGHOUT THE DURATION OF THE CONTRACT. SECURITY MATERIALS SHALL BE IN ACCORDANCE WITH THE CITY.
- VEHICULAR ACCESS TO THE SITE SHALL BE MAINTAINED FOR DELIVERY AND INSPECTION ACCESS DURING NORMAL OPERATING HOURS. AT NO POINT THROUGHOUT THE DURATION OF THE CONTRACT SHALL CIRCULATION OF ADJACENT STREETS BE BLOCKED WITHOUT APPROVAL BY THE CITY PRIOR TO CONSTRUCTION ACTIVITIES.
- ALL TRAFFIC CONTROLS SHALL BE PROVIDED AND ESTABLISHED PER THE REQUIREMENTS OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MMUTCD) AND THE CITY. THIS SHALL INCLUDE, BUT NOT BE LIMITED TO, SIGNAGE, BARRICADES, FLASHERS, AND FLAGGERS AS NEEDED. ALL PUBLIC STREETS SHALL REMAIN OPEN TO TRAFFIC AT ALL TIMES. NO ROAD CLOSURES SHALL BE PERMITTED WITHOUT APPROVAL BY THE CITY.
- SHORING FOR BUILDING EXCAVATION MAY BE USED AT THE DISCRETION OF THE CONTRACTOR AND AS APPROVED BY THE OWNERS REPRESENTATIVE AND THE CITY PRIOR TO CONSTRUCTION ACTIVITIES.
- STAGING, DEMOLITION, AND CLEAN-UP AREAS SHALL BE WITHIN THE PROPERTY LIMITS AS SHOWN ON THE DRAWINGS AND MAINTAINED IN A MANNER AS REQUIRED BY THE CITY.
- ALL EXISTING SITE TRAFFIC/REGULATORY SIGNAGE TO BE INVENTORIED AND IF REMOVED FOR CONSTRUCTION SHALL BE RETURNED TO LGU.
- ALL EXISTING UTILITY LOCATIONS SHOWN ARE APPROXIMATE. CONTACT "GOPHER STATE ONE CALL" (651-454-0002 OR 800-252-1166) FOR UTILITY LOCATIONS, 48 HOURS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REPAIR OR REPLACE ANY UTILITIES THAT ARE DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

CITY OF BROOKLYN CENTER REMOVAL NOTES:

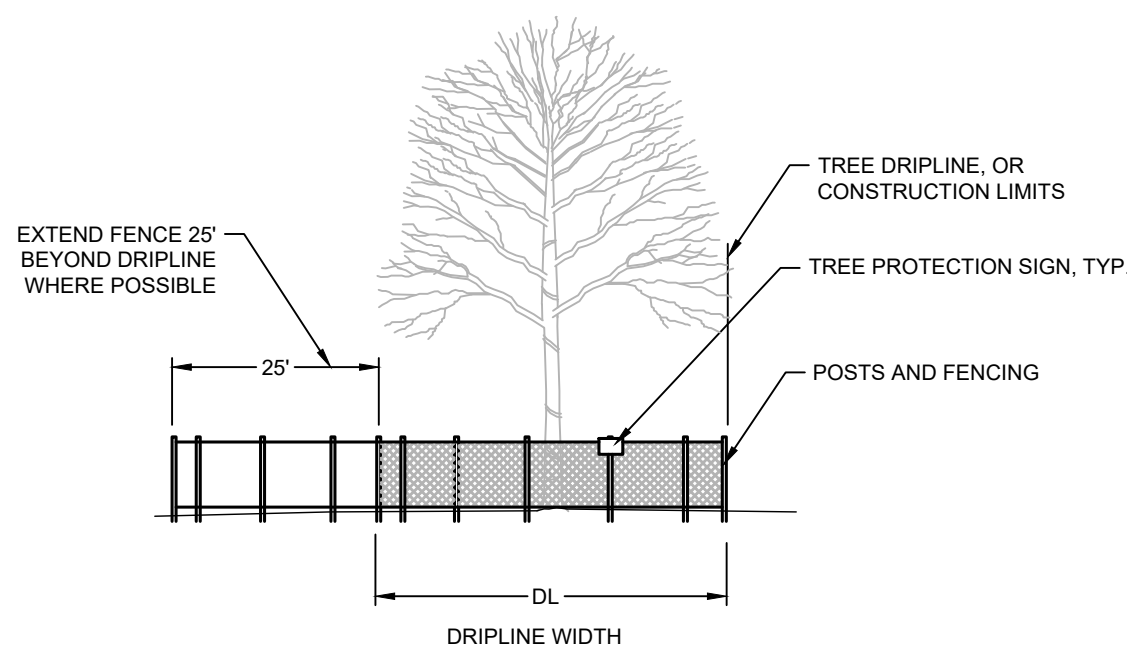
- RESERVED FOR CITY SPECIFIC REMOVAL NOTES.

OWNER INFORMATION

UNITY TEMPLE CHURCH OF GOD
PO BOX 29035
BROOKLYN CENTER, MN 55429
763-537-6996
INFO@UNITYTEMPLECOGIC.ORG

EROSION CONTROL NOTES:

SEE SWPPP ON SHEETS SW1.0 - SW1.5



FURNISH AND INSTALL TEMPORARY FENCE AT THE TREE'S DRIP LINE OR CONSTRUCTION LIMITS AS SHOWN ON PLAN, PRIOR TO ANY CONSTRUCTION. WHERE POSSIBLE PLACE FENCE 25' BEYOND DRIP LINE. PLACE TREE PROTECTION SIGN ON POSTS, ONE PER INDIVIDUAL TREE (FACING CONSTRUCTION ACTIVITY), OR ONE EVERY 100' LF ALONG A GROVE OR MULTI-TREE PROTECTION AREA.

1 TREE PROTECTION
NTS

REMOVALS PLAN LEGEND:

- REMOVAL OF PAVEMENT AND ALL BASE MATERIAL, INCLUDING BIT., CONC., AND GRAVEL PVMTS.
- REMOVAL OF STRUCTURE INCLUDING ALL FOOTINGS AND FOUNDATIONS.
- CONSTRUCTION LIMITS
- PROPERTY LINE
- REMOVE CURB AND GUTTER, IF IN RIGHT-OF-WAY, COORDINATE WITH LOCAL GOVERNING UNIT.
- TREE PROTECTION
- TREE REMOVAL - INCLUDING ROOTS AND STUMPS



CivilSite
Civil Engineering * Surveying * Landscape
Architecture
5000 Glenwood Avenue
Golden Valley, MN 55422
civilsitegroup.com612-615-0060

PRELIMINARY:
NOT FOR
CONSTRUCTION

PROJECT
UNITY TEMPLE CHURCH ADD
4801 63RD AVE N, BROOKLYN CENTER, MN 55429
OWNER
UNITY TEMPLE CHURCH OF GOD
PO BOX 2936, BROOKLYN CENTER, MN 55429

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.
David J. Knaeble
DATE 7/7/2026 LICENSE NO. 48776

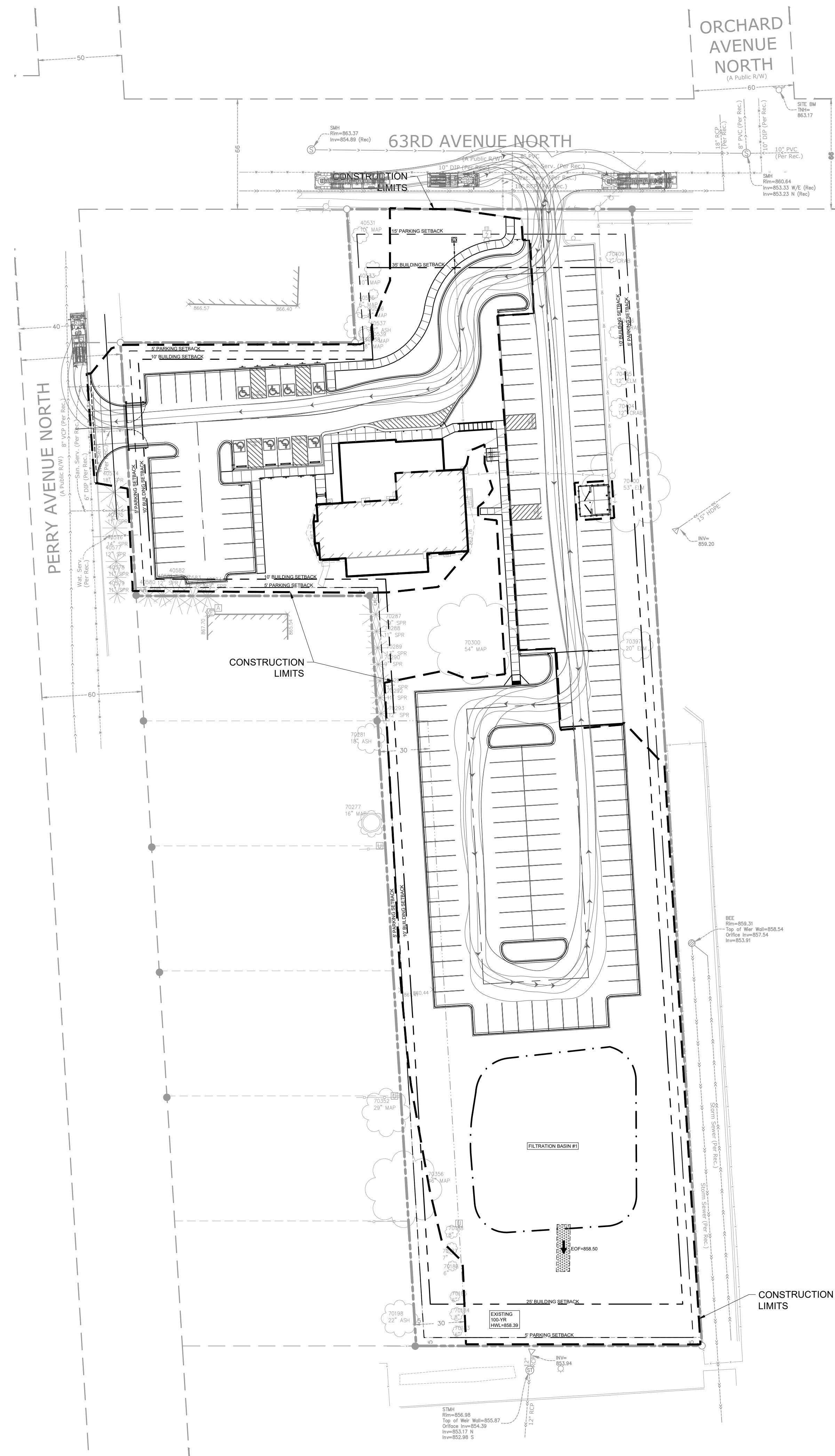
ISSUE/SUBMITTAL SUMMARY
DATE 7/7/26 DESCRIPTION CITY SUBMITTAL

REVISION SUMMARY
DATE DESCRIPTION

PROJECT MANAGER DAVID KNAEBLE
CONTACT NUMBER 612-615-0060 X 703
DRAWN BY BN
REVIEWED BY DK
PROJECT NUMBER 25536

REMOVALS PLAN
C1.0
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Page 105 of 169



SITE LAYOUT NOTES:

1. ALL EXISTING UTILITY LOCATIONS SHOWN ARE APPROXIMATE. CONTACT "GOPHER STATE ONE CALL" (651-454-0002 OR 800-252-1166) FOR UTILITY LOCATIONS, 48 HOURS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REPAIR OR REPLACE ANY UTILITIES THAT ARE DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.
2. CONTRACTOR SHALL VERIFY LOCATIONS AND LAYOUT OF ALL SITE ELEMENTS PRIOR TO BEGINNING CONSTRUCTION, INCLUDING BUT NOT LIMITED TO, LOCATIONS OF EXISTING AND PROPOSED PROPERTY LINES, EASEMENTS, SETBACKS, UTILITIES, BUILDINGS AND PAVEMENTS. CONTRACTOR IS RESPONSIBLE FOR FINAL LOCATIONS OF ALL ELEMENTS FOR THE SITE. ANY REVISIONS REQUIRED AFTER COMMENCEMENT OF CONSTRUCTION, DUE TO LOCAL ADJUSTMENTS SHALL BE CORRECTED AT NO ADDITIONAL COST TO OWNER. ADJUSTMENTS TO THE LAYOUT SHALL BE APPROVED BY THE ENGINEER/LANDSCAPE ARCHITECT PRIOR TO INSTALLATION OF MATERIALS. STAKE LAYOUT FOR APPROVAL.
3. THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS PRIOR TO CONSTRUCTION, INCLUDING A RIGHT-OF-WAY AND STREET OPENING PERMIT.
4. THE CONTRACTOR SHALL VERIFY RECOMMENDATIONS NOTED IN THE GEO TECHNICAL REPORT PRIOR TO INSTALLATION OF SITE IMPROVEMENT MATERIALS.
5. CONTRACTOR SHALL FIELD VERIFY COORDINATES AND LOCATION DIMENSIONS & ELEVATIONS OF THE BUILDING AND STAKE FOR REVIEW AND APPROVAL BY THE OWNERS REPRESENTATIVE PRIOR TO INSTALLATION OF FOOTING MATERIALS.
6. LOCATIONS OF STRUCTURES, ROADWAY PAVEMENTS, CURBS AND GUTTERS, BOLLARDS, AND WALKS ARE APPROXIMATE AND SHALL BE STAKED IN THE FIELD, PRIOR TO INSTALLATION, FOR REVIEW AND APPROVAL BY THE ENGINEER/LANDSCAPE ARCHITECT.
7. CURB DIMENSIONS SHOWN ARE TO FACE OF CURB. BUILDING DIMENSIONS ARE TO FACE OF CONCRETE FOUNDATION. LOCATION OF BUILDING IS TO BUILDING FOUNDATION AND SHALL BE AS SHOWN ON THE DRAWINGS.
8. THE CONTRACTOR SHALL SUBMIT SHOP DRAWINGS OR SAMPLES AS SPECIFIED FOR REVIEW AND APPROVAL BY THE ENGINEER/LANDSCAPE ARCHITECT PRIOR TO FABRICATION FOR ALL PREFABRICATED SITE IMPROVEMENT MATERIALS SUCH AS, BUT NOT LIMITED TO THE FOLLOWING, FURNISHINGS, PAVEMENTS, WALLS, RAILINGS, BENCHES, FLAGPOLES, LANDING PADS FOR CURB RAMPS, AND LIGHT AND POLES. THE OWNER RESERVES THE RIGHT TO REJECT INSTALLED MATERIALS NOT PREVIOUSLY APPROVED.
9. PEDESTRIAN CURB RAMPS SHALL BE CONSTRUCTED WITH TRUNCATED DOME LANDING AREAS IN ACCORDANCE WITH A.D.A. REQUIREMENTS-SEE DETAIL.
10. CROSSWALK STRIPING SHALL BE 24" WIDE WHITE PAINTED LINE, SPACED 48" ON CENTER PERPENDICULAR TO THE FLOW OF TRAFFIC. WIDTH OF CROSSWALK SHALL BE 5' WIDE. ALL OTHER PAVEMENT MARKINGS SHALL BE WHITE IN COLOR UNLESS OTHERWISE NOTED OR REQUIRED BY ADA OR LOCAL GOVERNING BODIES.
11. SEE SITE PLAN FOR CURB AND GUTTER TYPE. TAPER BETWEEN CURB TYPES-SEE DETAIL.
12. ALL CURB RADI ARE MINIMUM 3' UNLESS OTHERWISE NOTED.
13. CONTRACTOR SHALL REFER TO FINAL PLAT FOR LOT BOUNDARIES, NUMBERS, AREAS AND DIMENSIONS PRIOR TO SITE IMPROVEMENTS.
14. FIELD VERIFY ALL EXISTING SITE CONDITIONS, DIMENSIONS.
15. PARKING IS TO BE SET PARALLEL OR PERPENDICULAR TO EXISTING BUILDING UNLESS NOTED OTHERWISE.
16. ALL PARKING LOT PAINT STRIPING TO BE WHITE, 4" WIDE TYPE.
17. BITUMINOUS PAVING TO BE "LIGHT DUTY" UNLESS OTHERWISE NOTED. SEE DETAIL SHEETS FOR PAVEMENT SECTIONS.
18. ALL TREES THAT ARE TO REMAIN ARE TO BE PROTECTED FROM DAMAGE WITH A CONSTRUCTION FENCE AT THE DRIP LINE. SEE LANDSCAPE DOCUMENTS.
19. CONTRACTOR IS RESPONSIBLE TO INSTALL ANY SIDEWALK AND CURBING PER DESIGN PLAN. CONTRACTOR TO VERIFY ALL CURBS AND SIDEWALKS WILL DRAIN PROPERLY IN FIELD CONDITIONS. **CONTRACTOR MUST CONTACT THE CIVIL ENGINEER 24-HOURS PRIOR TO ANY CURB AND/OR SIDEWALK INSTALLATION TO REVIEW AND INSPECT CURB STAKES. CONTRACTOR IS RESPONSIBLE FOR ANY CURB OR SIDEWALK REPLACEMENT IF THIS PROCEDURE IS NOT FOLLOWED.**
20. FINISH GRADING FOR HARDCAPE AREAS IE. PARKING LOTS, CURBS, SIDEWALKS SHALL BE WITHIN 0.05 FEET. ADA AREAS MUST COMPLY WITH REQUIREMENTS ON PLANS AND ADA REGULATIONS. TOLERANCE WITHIN ADA AREAS IS 0.00 FEET DISCUSS ANY DEVIATIONS WITH ENGINEER PRIOR TO CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR ANY CURB, SIDEWALK AND/OR PAVEMENT REPLACEMENT THAT DOES NOT MEET TOLERANCE/ADA REQUIREMENTS.

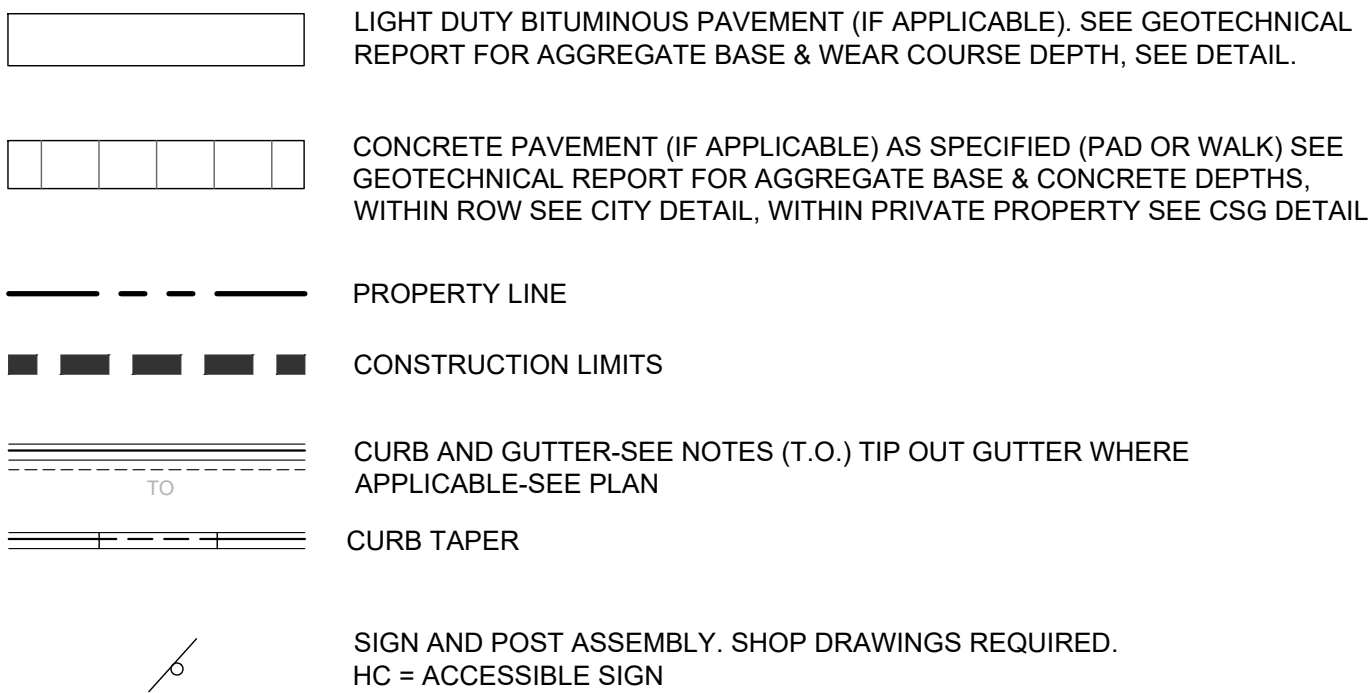
CITY OF BROOKLYN CENTER SITE SPECIFIC NOTES:

1. RESERVED FOR CITY SPECIFIC SITE NOTES.

OPERATIONAL NOTES	
SNOW REMOVAL	ALL SNOW SHALL BE STORED ON-SITE OUTSIDE PARKING LOT. WHEN SNOW REMOVAL CO. SHALL REMOVE EXCESS OFF-SITE.
TRASH REMOVAL	TRASH SHALL BE PLACED IN EXTERIOR TRASH AREA AND REMOVED BY COMMERCIAL CO. WEEKLY.
DELIVERIES	DELIVERIES SHALL OCCUR AT THE FRONT DOOR VIA STANDARD COMMERCIAL DELIVERY VEHICLES (UPS, FED-EX, USPS).

SITE DATA		
ZONING SUMMARY		
EXISTING ZONING	R1 - RESIDENTIAL FAMILY	
PROPOSED ZONING	R1 - RESIDENTIAL FAMILY	
	REQUIRED	PROVIDED
BUILDING SETBACKS		
FRONT	35 FT	60 FT
REAR	25 FT	462 FT
SIDE	10 FT	11 FT
PARKING SETBACKS		
FRONT	5 FT	12 FT
REAR	5 FT	7 FT
SIDE	5 FT	13 FT
	REQUIRED	PROVIDED
PARKING SUMMARY		
PARKING STALL DIMENSIONS	9 FT x 18 FT	9 FT x 18 FT
COMPACT PARKING STALL DIMENSIONS	8 FT x 16 FT	N/A
DRIVE AISLE DIMENSIONS	24 FT	24 FT
FIRE ACCESS ROAD DIMENSIONS	20 FT	24 FT
	REQUIRED	PROVIDED
PARKING STALLS - SURFACE	143 EA	153 EA
PARKING STALLS - GARAGE	N/A	N/A

SITE PLAN LEGEND:



SIGN AND POST ASSEMBLY. SHOP DRAWINGS REQUIRED.
HC = ACCESSIBLE SIGN



Know what's below.
Call before you dig.



1" = 40'-0"



20'-0" 0 40'-0"

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Golden Valley, MN 55422

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612-615-0060

**PRELIMINARY:
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CONSTRUCTION**

PROJECT

UNITY TEMPLE CHURCH ADD

4801 63RD AVE N, BROOKLYN CENTER, MN 55429

UNITY TEMPLE CHURCH OF GOD

PO BOX 2935, BROOKLYN CENTER, MN 55429

PROJECT

OWNER

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LICENSED PROFESSIONAL ENGINEER
UNDER THE LAWS OF THE STATE OF
MINNESOTA.

David J Knaeble

DATE 7/7/2026 LICENSE NO. 48776

ISSUE/SUBMITTAL SUMMARY

DATE	DESCRIPTION
7/7/26	CITY SUBMITTAL

[illegible]

PROJECT MANAGER	DAVID KNAEBLE
CONTACT NUMBER	612-615-0060 X 703
DRAWN BY	BN
REVIEWED BY	DK
PROJECT NUMBER	25538

REVISION SUMMARY

[illegible]

SITE PLAN - OVERALL & TURNING MOVEMENTS

C2.0

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PROJECT	UNITY TEMPLE CHURCH ADD
	4801 63RD AVE N, BROOKLYN CENTER, MN 55429
OWNER	UNITY TEMPLE CHURCH OF GOD
	PO BOX 2305, BROOKLYN CENTER, MN 55429



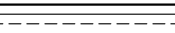
David J. Knaeble
DATE 7/7/2026 LICENSE NO. 48776

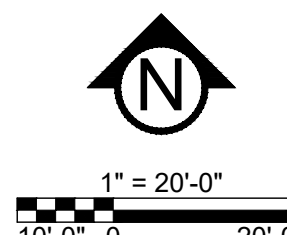
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- | | |
|---|--|
|  | LIGHT DUTY BITUMINOUS PAVEMENT (IF APPLICABLE). SEE GEOTECHNICAL REPORT FOR AGGREGATE BASE & WEAR COURSE DEPTH. SEE DETAIL. |
|  | CONCRETE PAVEMENT (IF APPLICABLE) AS SPECIFIED (PAD OR WALK) SEE GEOTECHNICAL REPORT FOR AGGREGATE BASE & CONCRETE DEPTHS. WITHIN ROW SEE CITY DETAIL. WITHIN PRIVATE PROPERTY SEE CSG DETAIL. |
|  | PROPERTY LINE |
|  | CONSTRUCTION LIMITS |
|  | CURB AND GUTTER-SEE NOTES (T.O.) TIP OUT GUTTER WHERE APPLICABLE-SEE PLAN |
|  | CURB TAPER |
|  | SIGN AND POST ASSEMBLY. SHOP DRAWINGS REQUIRED.
HC = ACCESSIBLE SIGN
NP = NO PARKING FIRE LANE
ST = STOP
CP = COMPACT CAR PARKING ONLY |
|  | ACCESSIBILITY ROUTE ARROW (IF APPLICABLE) DO NOT PAINT. |



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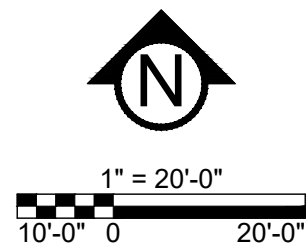
ISSUE/SUBMITTAL SUMMARY	
DATE	DESCRIPTION
7/7/26	CITY SUBMITTAL

[illegible]

PROJECT MANAGER	DAVID KNAEBLE
CONTACT NUMBER	612-615-0060 X 703
DRAWN BY	BN
REVIEWED BY	DK
PROJECT NUMBER	25538

[illegible]

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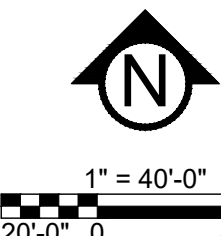
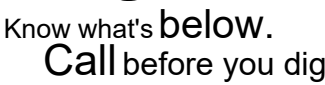
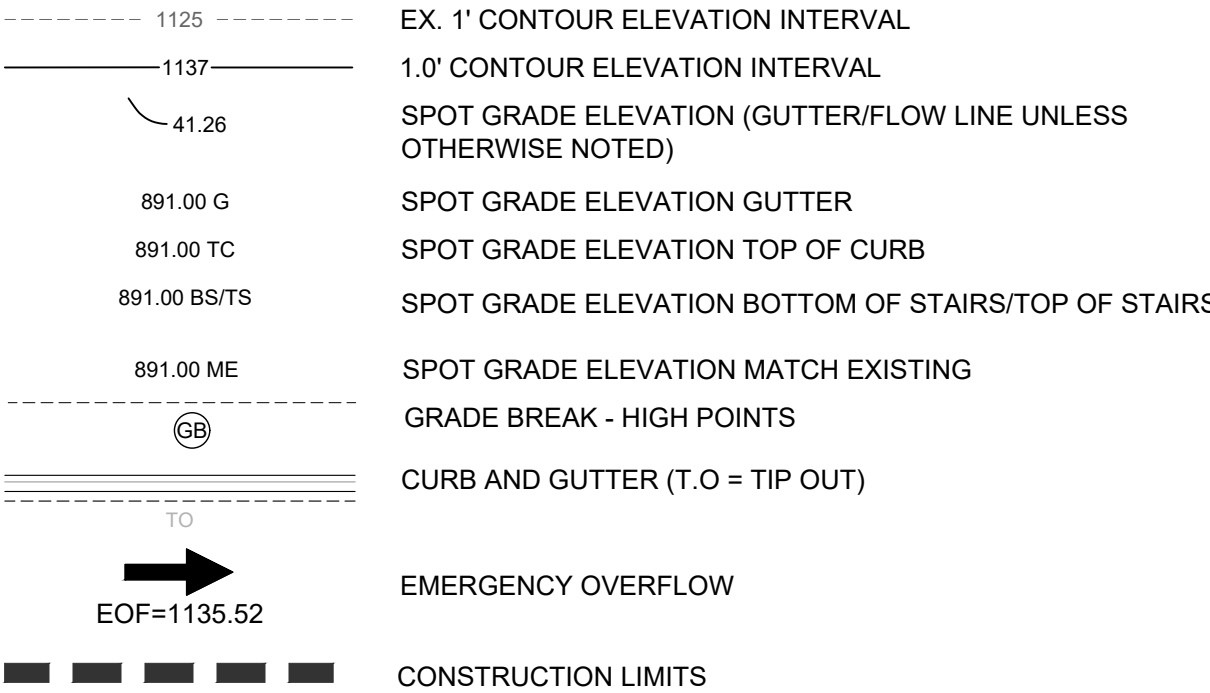




1. CONTRACTOR SHALL VERIFY ALL BUILDING ELEVATIONS, (FFE, LFE, GFE), PRIOR TO CONSTRUCTION BY CROSS CHECKING WITH ARCHITECTURAL, STRUCTURAL AND CIVIL ELEVATIONS FOR EQUIVALENT "100" ELEVATIONS. THIS MUST BE DONE PRIOR TO EXCAVATION AND INSTALLATION OF ANY FOOTING MATERIALS. VERIFICATION OF THIS COORDINATION SHALL BE CONFIRMED IN WRITING BY CIVIL, SURVEYOR, ARCHITECTURAL, STRUCTURAL AND CONTRACTOR PRIOR TO CONSTRUCTION.
2. ALL EXISTING UTILITY LOCATIONS SHOWN ARE APPROXIMATE. CONTACT "GOPHER STATE ONE CALL" (651-454-0002 OR 800-252-1166) FOR UTILITY LOCATIONS, 48 HOURS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REPAIR OR REPLACE ANY UTILITIES THAT ARE DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.
3. SEE SITE PLAN FOR HORIZONTAL LAYOUT & GENERAL GRADING NOTES.
4. THE CONTRACTOR SHALL COMPLETE THE SITE GRADING CONSTRUCTION (INCLUDING BUT NOT LIMITED TO SITE PREPARATION, SOIL CORRECTION, EXCAVATION, EMBANKMENT, ETC.) IN ACCORDANCE WITH THE REQUIREMENTS OF THE OWNER'S SOILS ENGINEER. ALL SOIL TESTING SHALL BE COMPLETED BY THE OWNER'S SOILS ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL REQUIRED SOIL TESTS AND INSPECTIONS WITH THE SOILS ENGINEER.
5. ANY ELEMENTS OF AN EARTH RETENTION SYSTEM AND RELATED EXCAVATIONS THAT FALL WITHIN THE PUBLIC RIGHT OF WAY WILL REQUIRE A "RIGHT OF WAY EXCAVATION PERMIT". CONTRACTOR IS RESPONSIBLE FOR ACQUIRING THIS PERMIT PRIOR TO CONSTRUCTION IF APPLICABLE.
6. GRADING AND EXCAVATION ACTIVITIES SHALL BE PERFORMED IN ACCORDANCE WITH THE NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT REQUIREMENTS & PERMIT REQUIREMENTS OF THE CITY.
7. PROPOSED SPOT GRADES ARE FLOW-LINE FINISHED GRADE ELEVATIONS, UNLESS OTHERWISE NOTED.
8. GRADES OF WALKS SHALL BE INSTALLED WITH 5% MAX. LONGITUDINAL SLOPE AND 1% MIN. AND 2% MAX. CROSS SLOPE, UNLESS OTHERWISE NOTED.
9. PROPOSED SLOPES SHALL NOT EXCEED 3:1 UNLESS INDICATED OTHERWISE ON THE DRAWINGS. MAXIMUM SLOPES IN MAINTAINED AREAS IS 4:1.
10. PROPOSED RETAINING WALLS, FREESTANDING WALLS, OR COMBINATION OF WALL TYPES GREATER THAN 4' IN HEIGHT SHALL BE DESIGNED AND ENGINEERED BY A REGISTERED RETAINING WALL ENGINEER. DESIGN DRAWINGS SHALL BE SUBMITTED FOR REVIEW AND APPROVAL PRIOR TO CONSTRUCTION.
11. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTENANCE OF GRADE STAKES THROUGHOUT THE DURATION OF CONSTRUCTION TO ESTABLISH PROPER GRADES. THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR A FINAL FIELD CHECK OF FINISHED GRADES ACCEPTABLE TO THE ENGINEER/LANDSCAPE ARCHITECT PRIOR TO TOPSOIL AND SODDING ACTIVITIES.
12. IF EXCESS OR SHORTAGE OF SOIL MATERIAL EXISTS, THE CONTRACTOR SHALL TRANSPORT ALL EXCESS SOIL MATERIAL OFF THE SITE TO AN AREA SELECTED BY THE CONTRACTOR, OR IMPORT SUITABLE MATERIAL TO THE SITE.
13. EXCAVATE TOPSOIL FROM AREAS TO BE FURTHER EXCAVATED OR REGRADED AND STOCKPILE IN AREAS DESIGNATED ON THE SITE. THE CONTRACTOR SHALL SALVAGE ENOUGH TOPSOIL FOR RESPREADING ON THE SITE AS SPECIFIED. EXCESS TOPSOIL SHALL BE PLACED IN EMBANKMENT AREAS. OUTSIDE OF BUILDING PADS, ROADWAYS AND PARKING AREAS. THE CONTRACTOR SHALL SUBCUT CUT AREAS, WHERE TURF IS TO BE ESTABLISHED, TO A DEPTH OF 6 INCHES. RESPREAD TOPSOIL IN AREAS WHERE TURF IS TO BE ESTABLISHED TO A MINIMUM DEPTH OF 6 INCHES.
14. FINISHED GRADING SHALL BE COMPLETED. THE CONTRACTOR SHALL UNIFORMLY GRADE AREAS WITHIN LIMITS OF GRADING, INCLUDING ADJACENT TRANSITION AREAS. PROVIDE A SMOOTH FINISHED SURFACE WITHIN SPECIFIED TOLERANCES, WITH UNIFORM LEVELS OR SLOPES BETWEEN POINTS WHERE ELEVATIONS ARE SHOWN, OR BETWEEN SUCH POINTS AND EXISTING GRADES. AREAS THAT HAVE BEEN FINISH GRADED SHALL BE PROTECTED FROM SUBSEQUENT CONSTRUCTION OPERATIONS, TRAFFIC AND EROSION. REPAIR ALL AREAS THAT HAVE BECOME RUTTED BY TRAFFIC OR ERODED BY WATER OR HAS SETTLED BELOW THE CORRECT GRADE. ALL AREAS DISTURBED BY THE CONTRACTOR'S OPERATIONS SHALL BE RESTORED TO EQUAL OR BETTER THAN ORIGINAL CONDITION OR TO THE REQUIREMENTS OF THE NEW WORK.
15. PRIOR TO PLACEMENT OF THE AGGREGATE BASE, A TEST ROLL WILL BE REQUIRED ON THE STREET AND/OR PARKING AREA SUBGRADE. THE CONTRACTOR SHALL PROVIDE A LOADED TANDEM AXLE TRUCK WITH A GROSS WEIGHT OF 25 TONS. THE TEST ROLLING SHALL BE AT THE DIRECTION OF THE SOILS ENGINEER AND SHALL BE COMPLETED IN AREAS AS DIRECTED BY THE SOILS ENGINEER. THE SOILS ENGINEER SHALL DETERMINE WHICH SECTIONS OF THE STREET OR PARKING AREA ARE UNSTABLE. CORRECTION OF THE SUBGRADE SOILS SHALL BE COMPLETED IN ACCORDANCE WITH THE REQUIREMENTS OF THE SOILS ENGINEER. NO TEST ROLL SHALL OCCUR WITHIN 10' OF ANY UNDERGROUND STORM RETENTION/DETENTION SYSTEMS.
16. AN OSHA-APPROVED QUALIFIED PERSON SHOULD REVIEW THE SOIL CLASSIFICATION PRESENTED IN THE GEOTECHNICAL REPORT IN THE FIELD. EXCAVATIONS MUST COMPLY WITH CURRENT OSHA REQUIREMENTS IN THE CODE OF FEDERAL REGULATIONS PERTAINING TO EXCAVATIONS AND TRENCHES. EXCAVATION SAFETY IS THE RESPONSIBILITY OF THE CONTRACTOR.
17. TOLERANCES
 - 17.1. THE BUILDING SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.30 FOOT ABOVE, OR 0.30 FOOT BELOW, THE PRESCRIBED ELEVATION AT ANY POINT WHERE MEASUREMENT IS MADE.
 - 17.2. THE STREET OR PARKING AREA SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.05 FOOT ABOVE, OR 0.10 FOOT BELOW, THE PRESCRIBED ELEVATION OF ANY POINT WHERE MEASUREMENT IS MADE.
 - 17.3. AREAS WHICH ARE TO RECEIVE TOPSOIL SHALL BE GRADED TO WITHIN 0.30 FOOT ABOVE OR BELOW THE REQUIRED ELEVATION, UNLESS DIRECTED OTHERWISE BY THE ENGINEER.
 - 17.4. TOPSOIL SHALL BE GRADED TO PLUS OR MINUS 1/2 INCH OF THE SPECIFIED THICKNESS.
 - 17.5. FINISH GRADING FOR HARDSCAPE AREAS IE. PARKING LOTS, CURBS, SIDEWALKS SHALL BE WITHIN 0.05 FEET. ADA AREAS MUST COMPLY WITH REQUIREMENTS ON PLANS AND ADA REGULATIONS. TOLERANCE WITHIN ADA AREAS IS 0.00 FEET DISCUSS ANY DEVIATIONS WITH ENGINEER PRIOR TO CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR ANY CURB, SIDEWALK AND/OR PAVEMENT REPLACEMENT THAT DOES NOT MEET TOLERANCE/ADA REQUIREMENTS.
18. MAINTENANCE
 - 18.1. THE CONTRACTOR SHALL PROTECT NEWLY GRADED AREAS FROM TRAFFIC AND EROSION, AND KEEP AREA FREE OF TRASH AND DEBRIS.
 - 18.2. CONTRACTOR SHALL REPAIR AND REESTABLISH GRADES IN SETTLED, ERODED AND RUTTED AREAS TO SPECIFIED TOLERANCES. DURING THE CONSTRUCTION, IF REQUIRED, AND DURING THE WARRANTY PERIOD, ERODED AREAS WHERE TURF IS TO BE ESTABLISHED SHALL BE RESEEDED AND MULCHED.
 - 18.3. WHERE COMPLETED COMPACTED AREAS ARE DISTURBED BY SUBSEQUENT CONSTRUCTION OPERATIONS OR ADVERSE WEATHER, CONTRACTOR SHALL SCARIFY, SURFACE, RESHAPE, AND COMPACT TO REQUIRED DENSITY PRIOR TO FURTHER CONSTRUCTION.

1. RESERVED FOR CITY SPECIFIC GRADING NOTES.

SEE SWPPP ON SHEETS SW1.0 - SW1.5



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PRELIMINARY:
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PROJECT
UNITY TEMPLE CHURCH ADD

4801 63RD AVE N, BROOKLYN CENTER, MN 55429

UNITY TEMPLE CHURCH OF GOD

PROJECT

OWNER

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David J. Knaeble
DATE 7/7/2026 LICENSE NO. 48776

ISSUE/SUBMITTAL SUMMARY	
DATE	DESCRIPTION
7/7/26	CITY SUBMITTAL

[illegible]

PROJECT MANAGER	DAVID KNAEBLE
CONTACT NUMBER	612-615-0060 X 703
DRAWN BY	BN
REVIEWED BY	DK
PROJECT NUMBER	25538

[illegible]

GRADING PLAN - OVERALL

C3.0

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PROJECT	UNITY TEMPLE CHURCH ADD
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OWNER	UNITY TEMPLE CHURCH OF GOD
	PO BOX 235, BROOKLYN CENTER, MN 55429

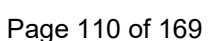


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DATE 7/7/2026 LICENSE NO. 48776

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GRADING PLAN - NORTH

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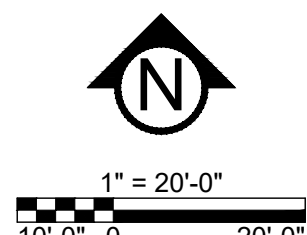
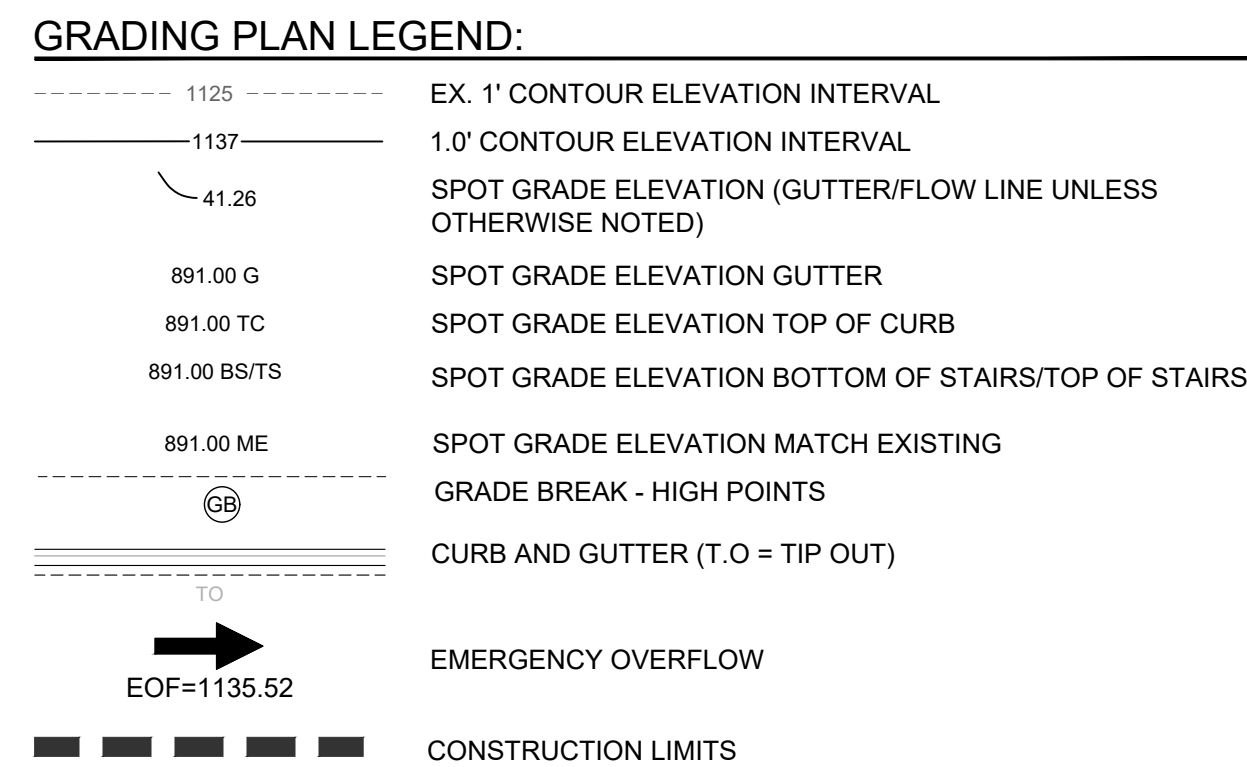
PROJECT	UNITY TEMPLE CHURCH ADD
	4801 63RD AVE N, BROOKLYN CENTER, MN 55429
OWNER	UNITY TEMPLE CHURCH OF GOD
	PO BOX 235, BROOKLYN CENTER, MN 55429

David J. Knaeble
David J. Knaeble
DATE 7/7/2026 LICENSE NO. 48776

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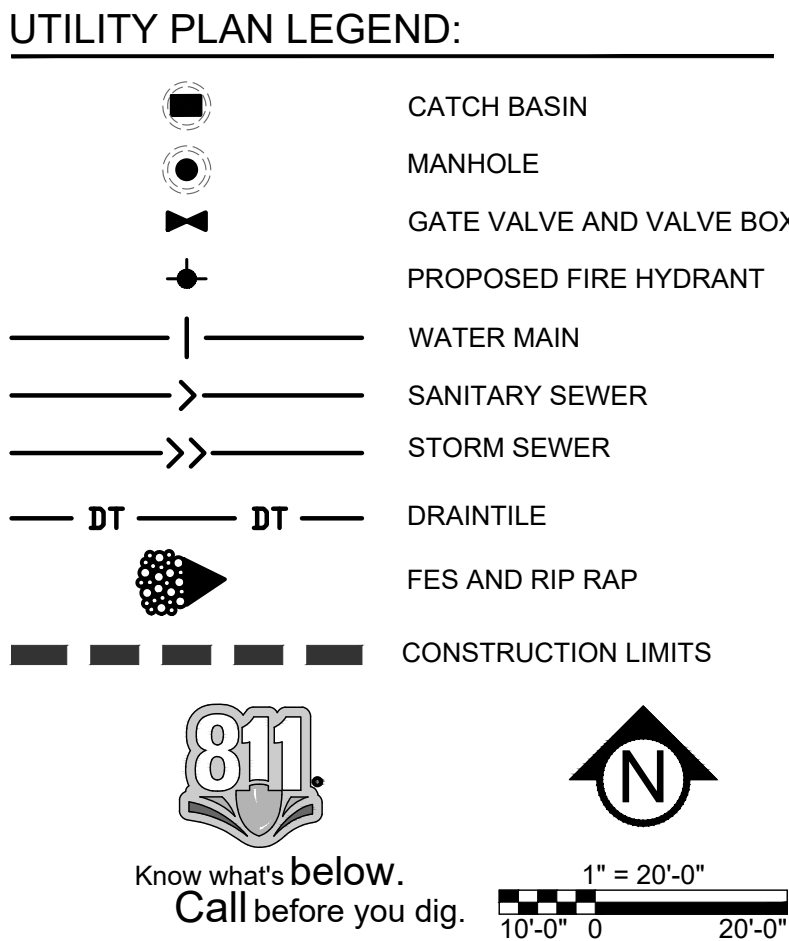
ISSUE/SUBMITTAL SUMMARY	
DATE	DESCRIPTION
7/7/26	CITY SUBMITTAL

[illegible]

PROJECT MANAGER	DAVID KNAEBLE
CONTACT NUMBER	612-615-0060 X 703
DRAWN BY	BN
REVIEWED BY	DK
PROJECT NUMBER	25538

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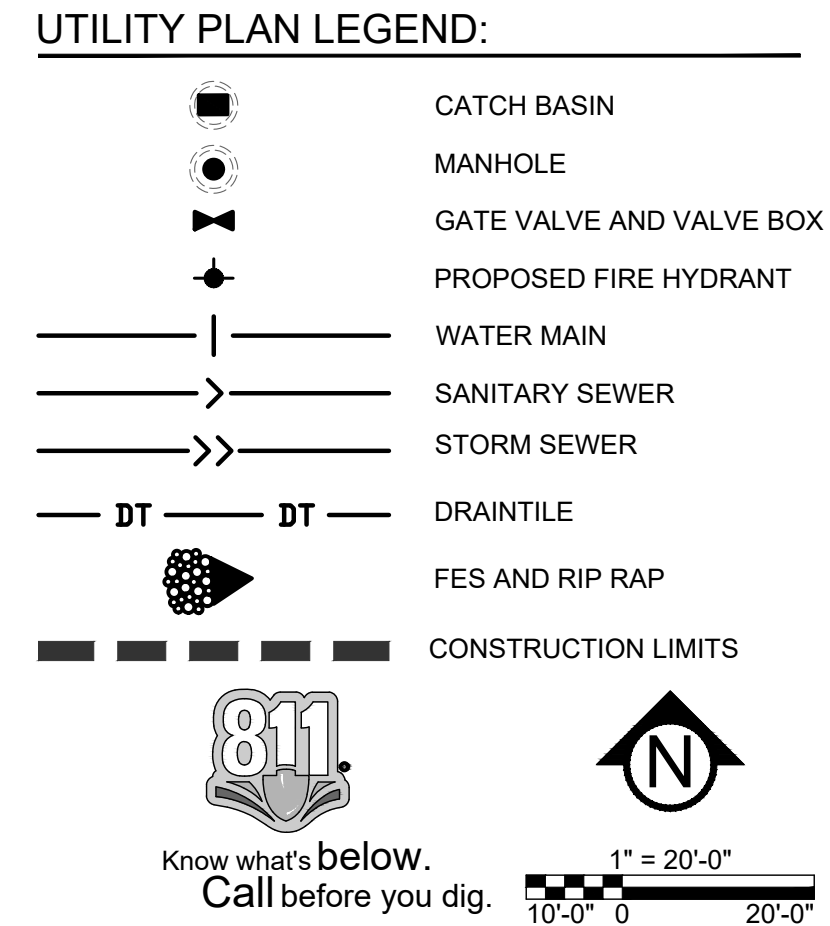


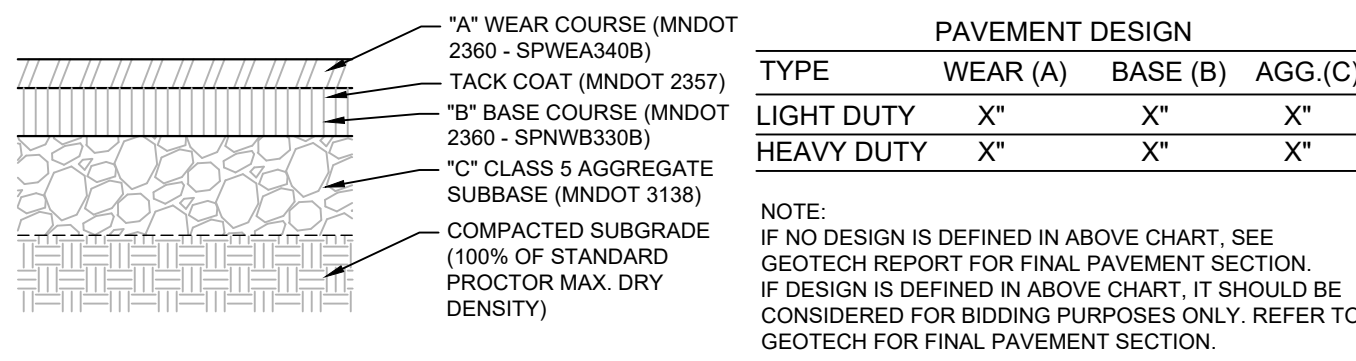
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DATE	DESCRIPTION
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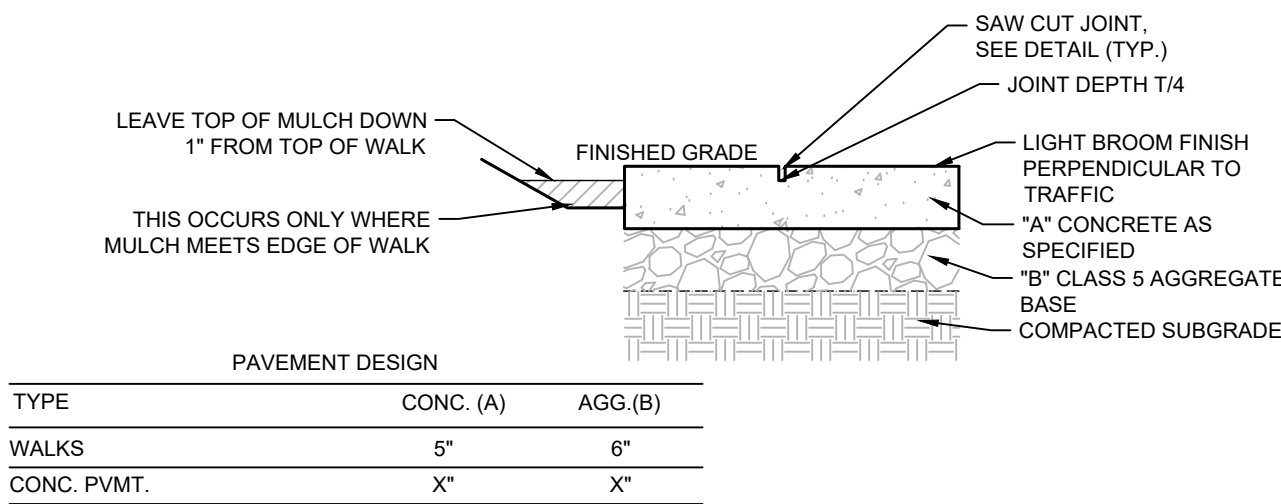
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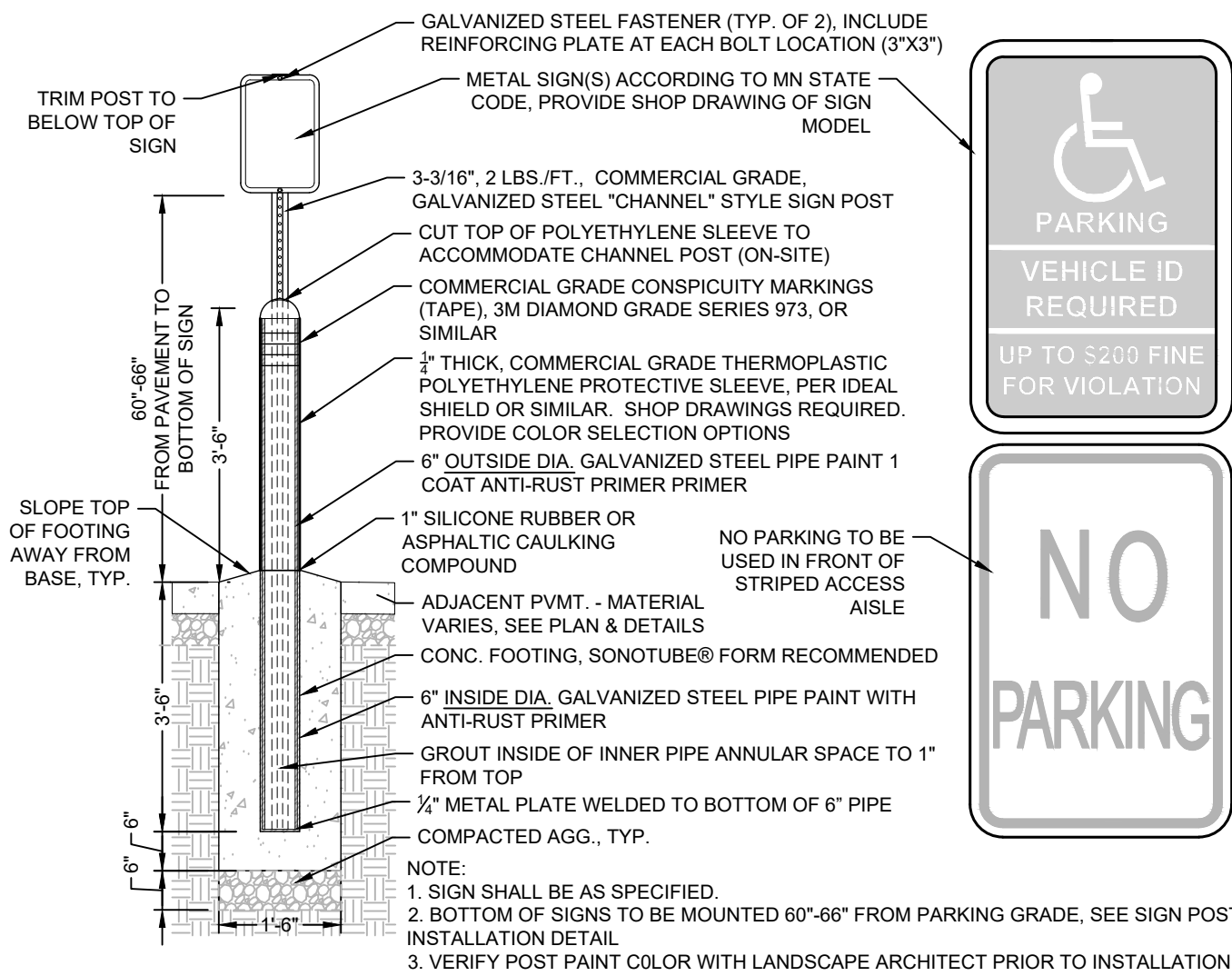


1 BITUMINOUS PAVEMENT - ALL TYPES

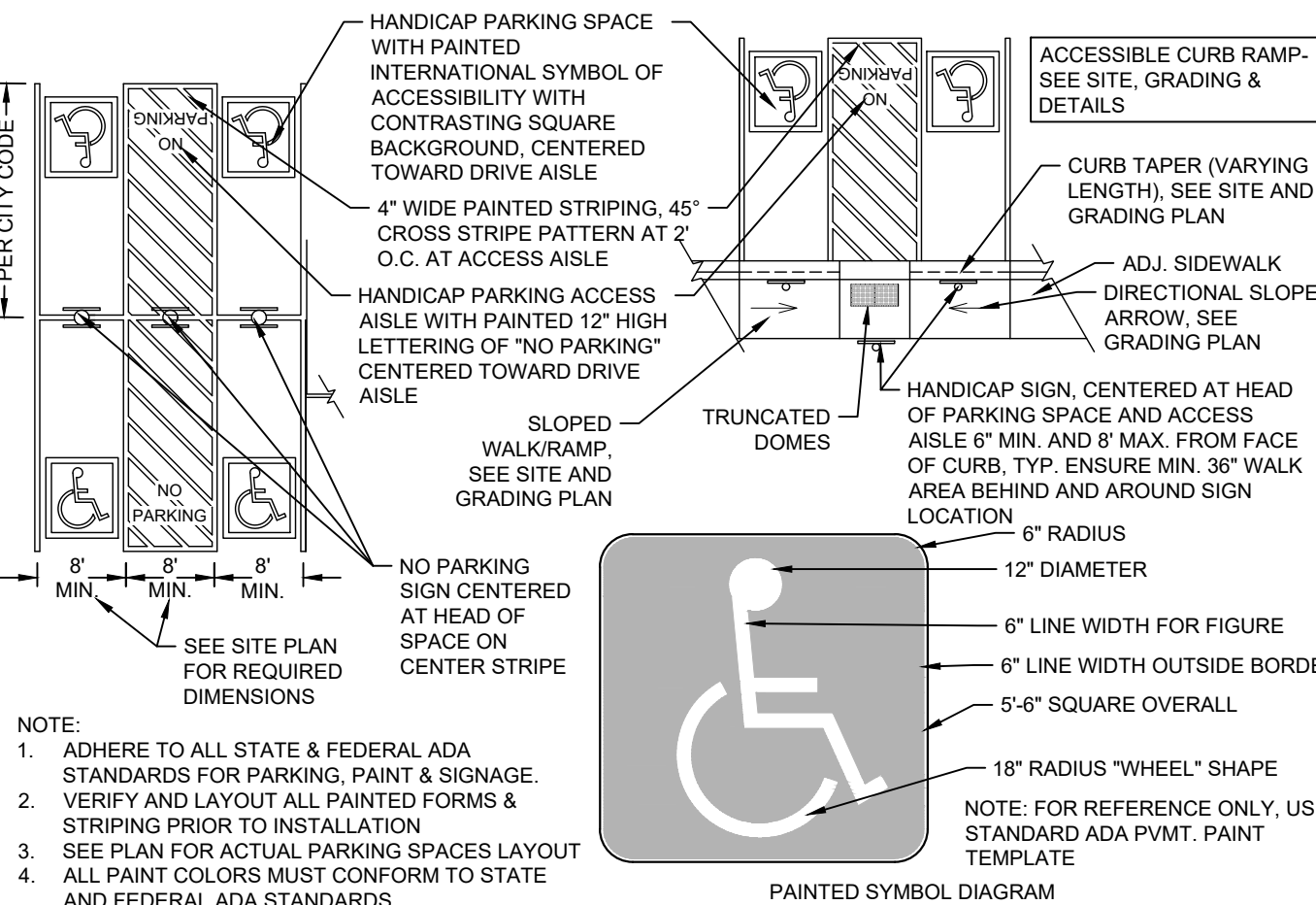


- CURING:
1. APPLY CURING COMPOUNDS IMMEDIATELY UPON FINAL FINISHING OF CONC. SURFACE IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTION AND THE SPECIFICATIONS BELOW.
 2. ALL CONC. SURFACES SHALL HAVE CURING COMPOUNDS ALLIED PER ASTM C-1315. AT 200 S.F. PER GAL.
 3. ALL CURING COMPOUNDS SHALL BE TYPE 1 (CLEAR) AND CONTAIN ACRYLIC BASED CLASS B RESTRICTED RESIN SOLIDS.
- NOTES:
1. INSTALLATION SHALL BE CERTIFIED AND IN ACCORDANCE TO AN ON-SITE A.C.I. TECHNICIAN AS SPECIFIED.
 2. SEE GEO-TECHNICAL RECOMMENDATIONS FOR GROSS WEIGHT REQUIREMENTS FOR CONC. SURFACE IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTION AND THE SPECIFICATIONS BELOW.
 3. IF NO DESIGN IS DEFINED IN CHART, SEE GEOTECH REPORT FOR FINAL PAVEMENT SECTION.
 4. IF DESIGN IS DEFINED IN CHART, IT SHOULD BE CONSIDERED FOR BIDDING PURPOSES ONLY. REFER TO GEOTECH FOR FINAL PAVEMENT SECTION.

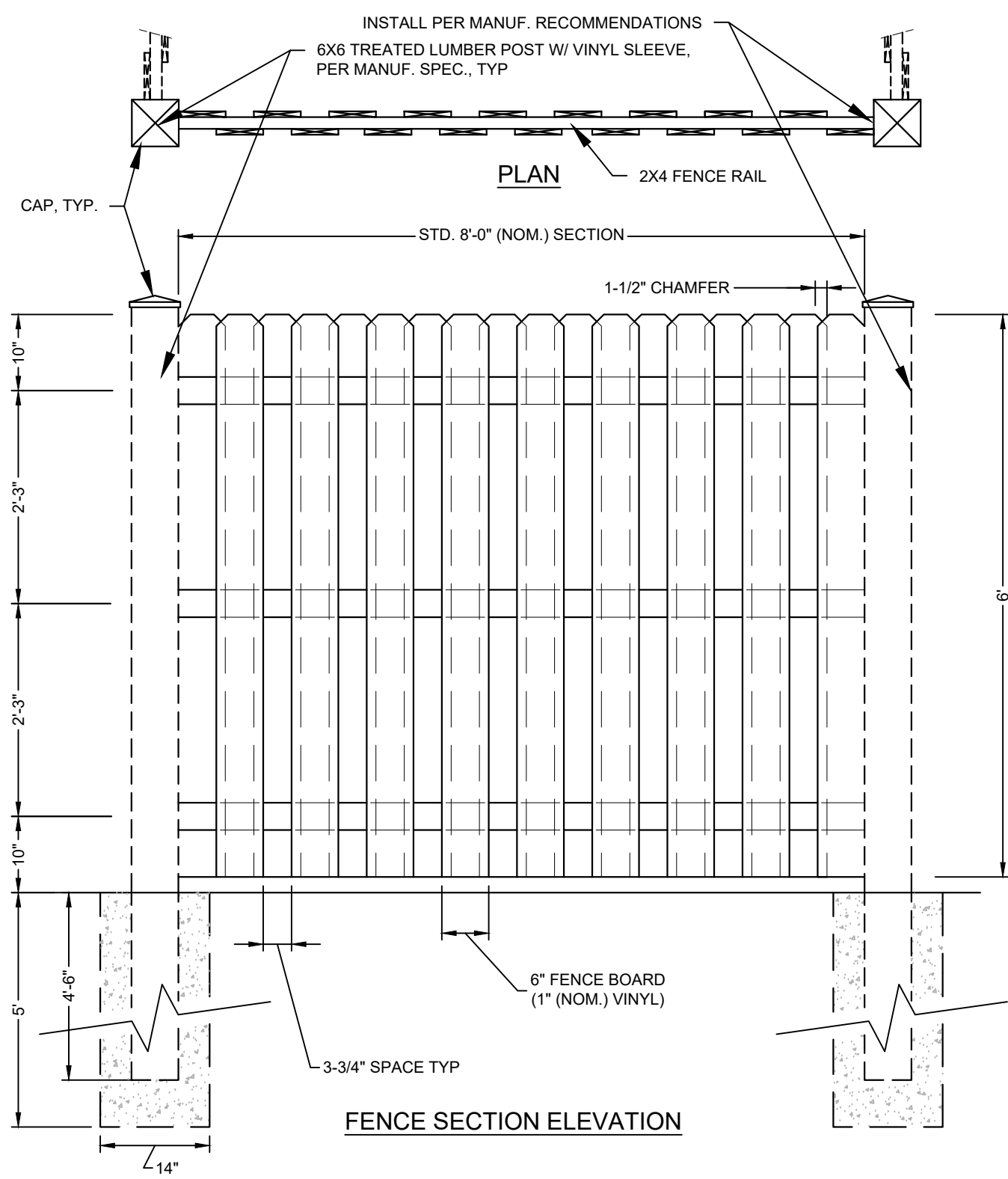
2 CONCRETE PVMT./WALK/PAD- NO FIBER



3 ACCESSIBLE SIGN & CHANNEL POST - LOT LOCATION

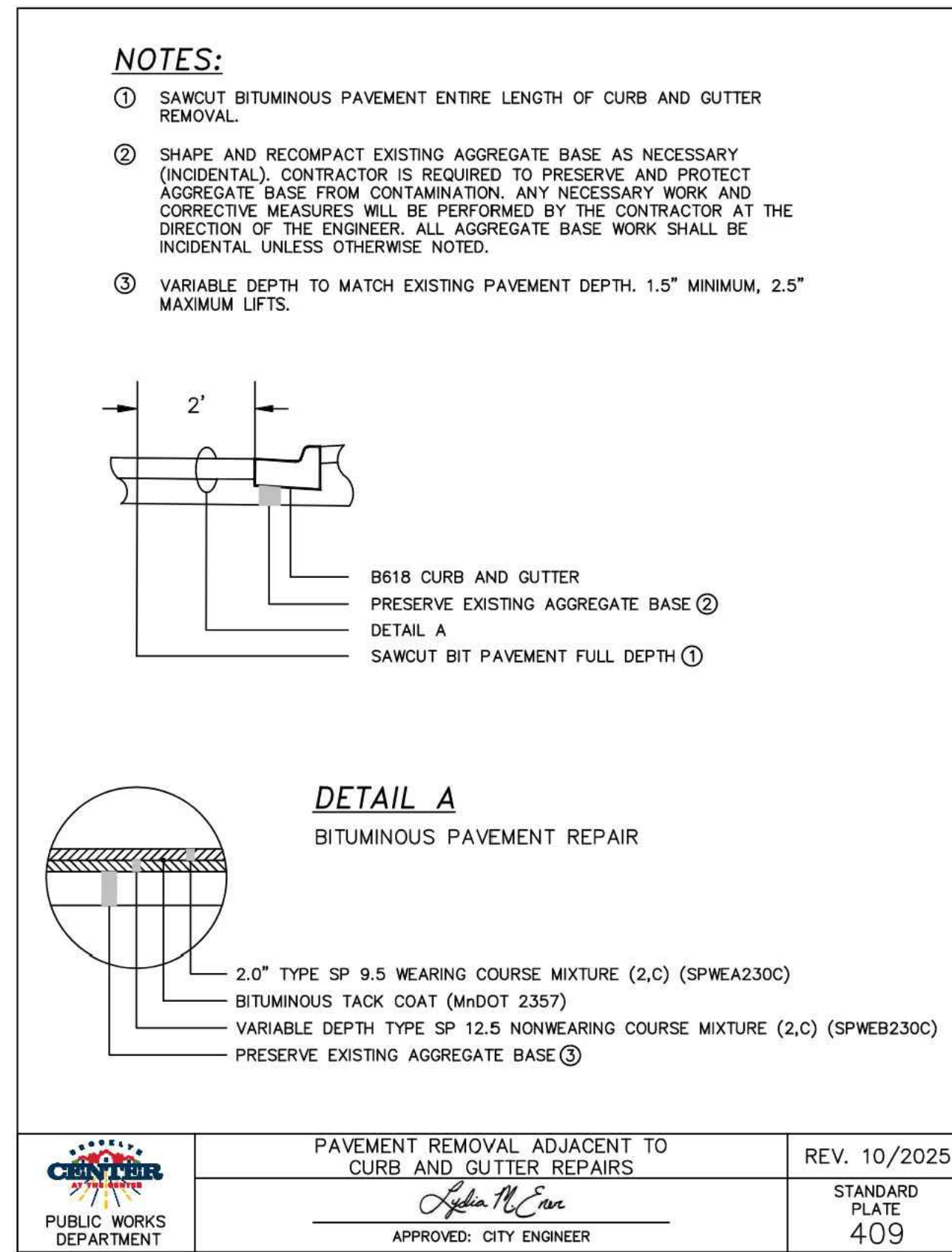
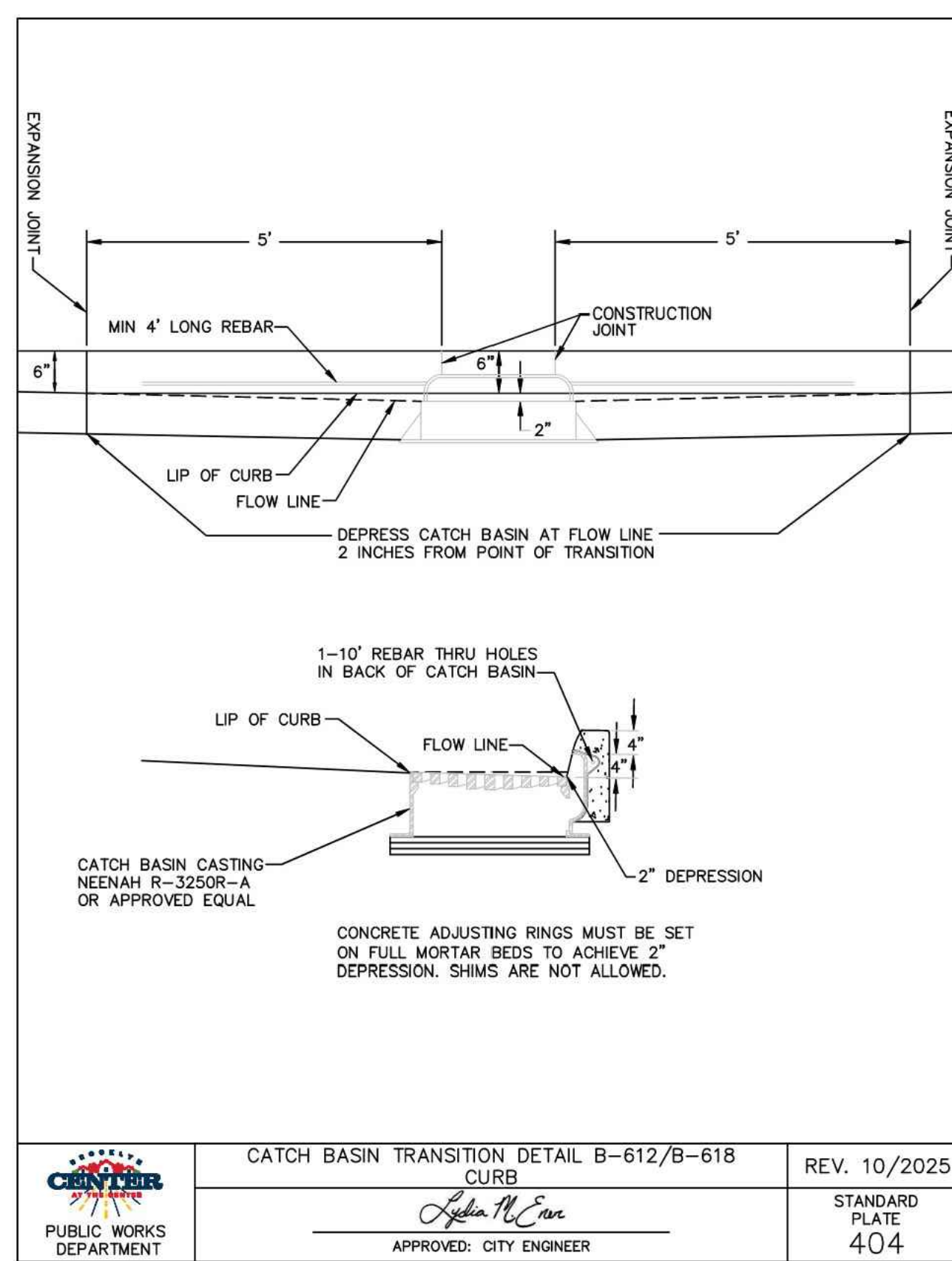
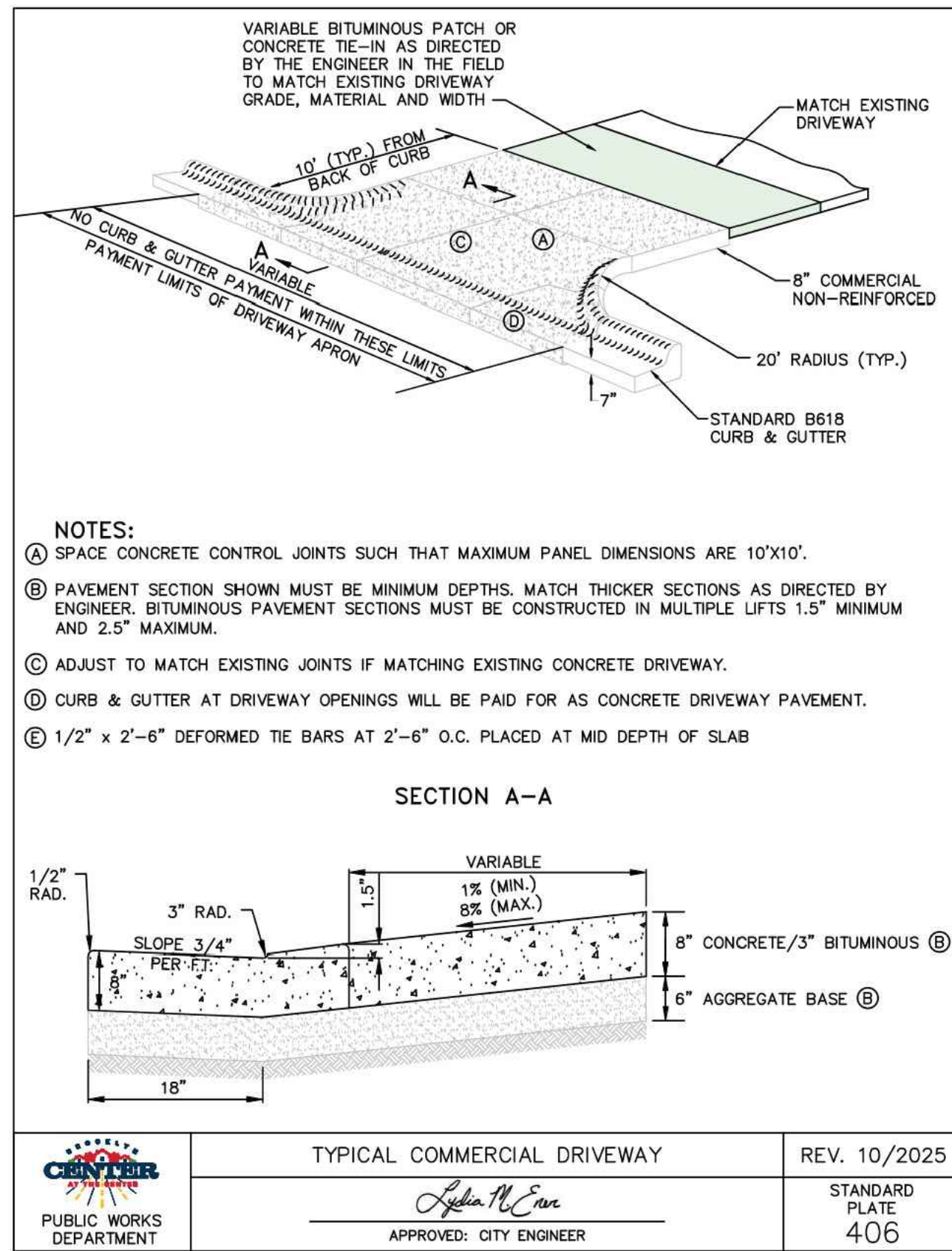
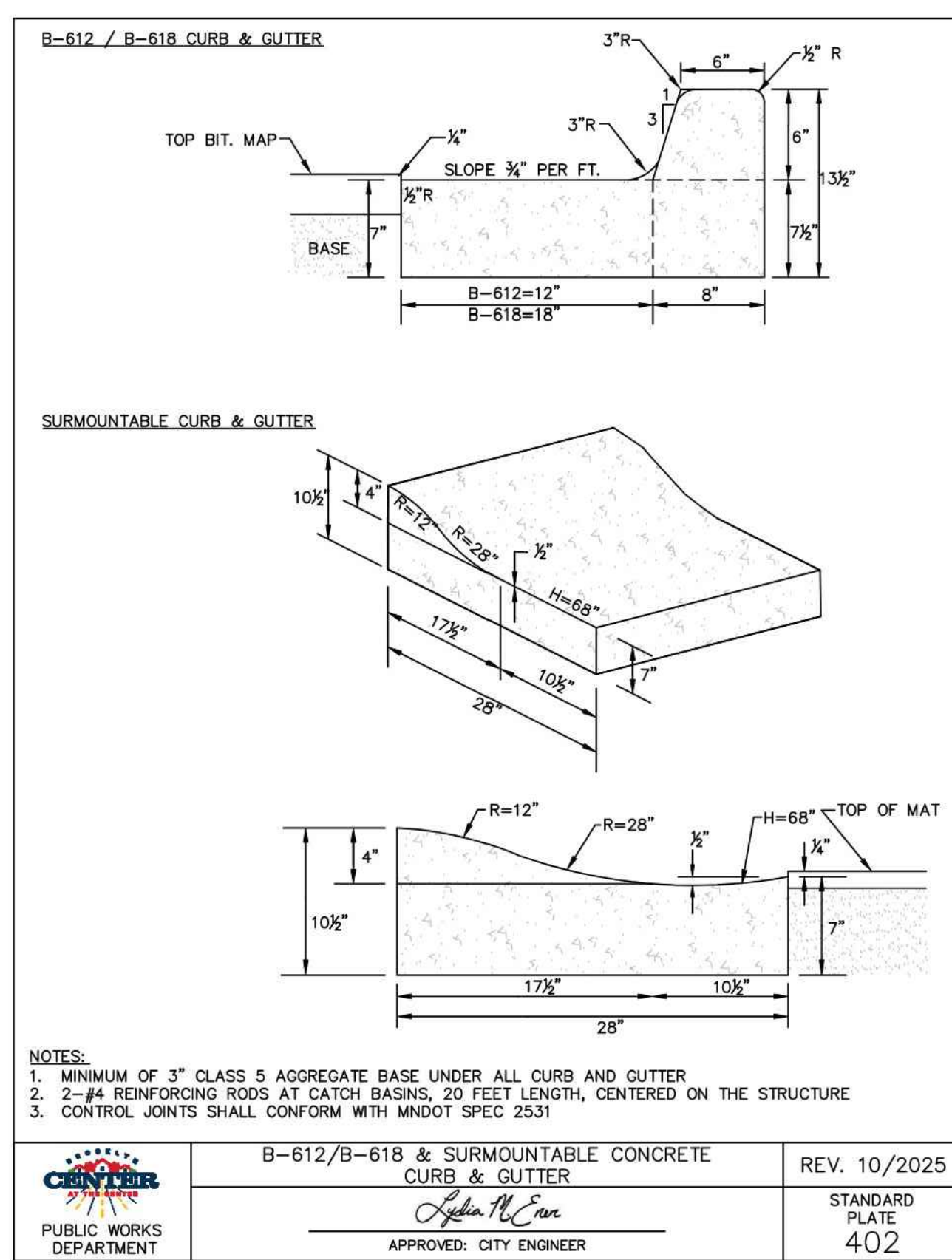


4 ACCESSIBLE PARKING PAVEMENT MARKING



- NOTES:
1. INSTALL FENCE POSTS & FOOTINGS BASED ON STANDARD 8' (NOM.) PRE-MADE FENCE PANELS.
 2. PROVIDE SAMPLES AND ILLUSTRATIONS OF AVAILABLE FENCE STYLES FOR OWNER APPROVAL
 3. ENSURE ALL STYLES PROVIDE MIN. 90% OPACITY
 4. CONTRACTOR SHALL PROVIDE COLOR SAMPLES FOR APPROVAL PRIOR TO INSTALLATION
 5. GATES, AS SHOWN ON PLAN, SHALL INCLUDE REINFORCED GATE PANELS, GATE HARDWARE, LATCHES AND ALL APPURTENANCES SHALL BE PROVIDED AND BE WITHIN SAME MANUFACTURED SYSTEM OF FENCING.
 6. GATES TO BE LOCATED PER PLAN - MIN. 3'-6" WIDE, OPENING MIN. 150"
 7. FOOTING DIAMETER TO BE 14". MINIMUM DEPTH 60"
 8. DIMENSIONS SHOWN ARE NOMINAL FOR FENCING COMPONENTS

5 MAINTENANCE FREE VINYL FENCE - 6' HT.



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Golden Valley, MN 55422

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PROJECT
UNITY TEMPLE CHURCH ADD

OWNER
UNITY TEMPLE CHURCH OF GOD

4801 63RD AVE N, BROOKLYN CENTER, MN 55429

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David J. Knaeble
DATE 7/17/2026 LICENSE NO. 48776

ISSUE/SUBMITTAL SUMMARY

DATE	DESCRIPTION
7/7/26	CITY SUBMITTAL

REVISION SUMMARY

DATE	DESCRIPTION
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CIVIL DETAILS

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Page 115 of 169

PROJECT	UNITY TEMPLE CHURCH ADD	4801 63RD AVE N, BROOKLYN CENTER, MN 55429
WINNER	UNITY TEMPLE CHURCH OF GOD	PO BOX 2838, BROOKLYN CENTER, MN 55429

David J. Knaeble
David J. Knaeble
DATE 7/7/2026 LICENSE NO. 48776

DATE	DESCRIPTION
7/7/28	CITY SUBMITTAL

PROJECT MANAGER	DAVID KNAEBLE
-----------------	---------------

CONTACT NUMBER	612-615-0060 X 703
DRAWN BY	BN

REVIEWED BY	DK
PROJECT NUMBER	25538

REVISION SUMMARY

DATE	DESCRIPTION

of the	Section 1104

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CIVIL DETAILS

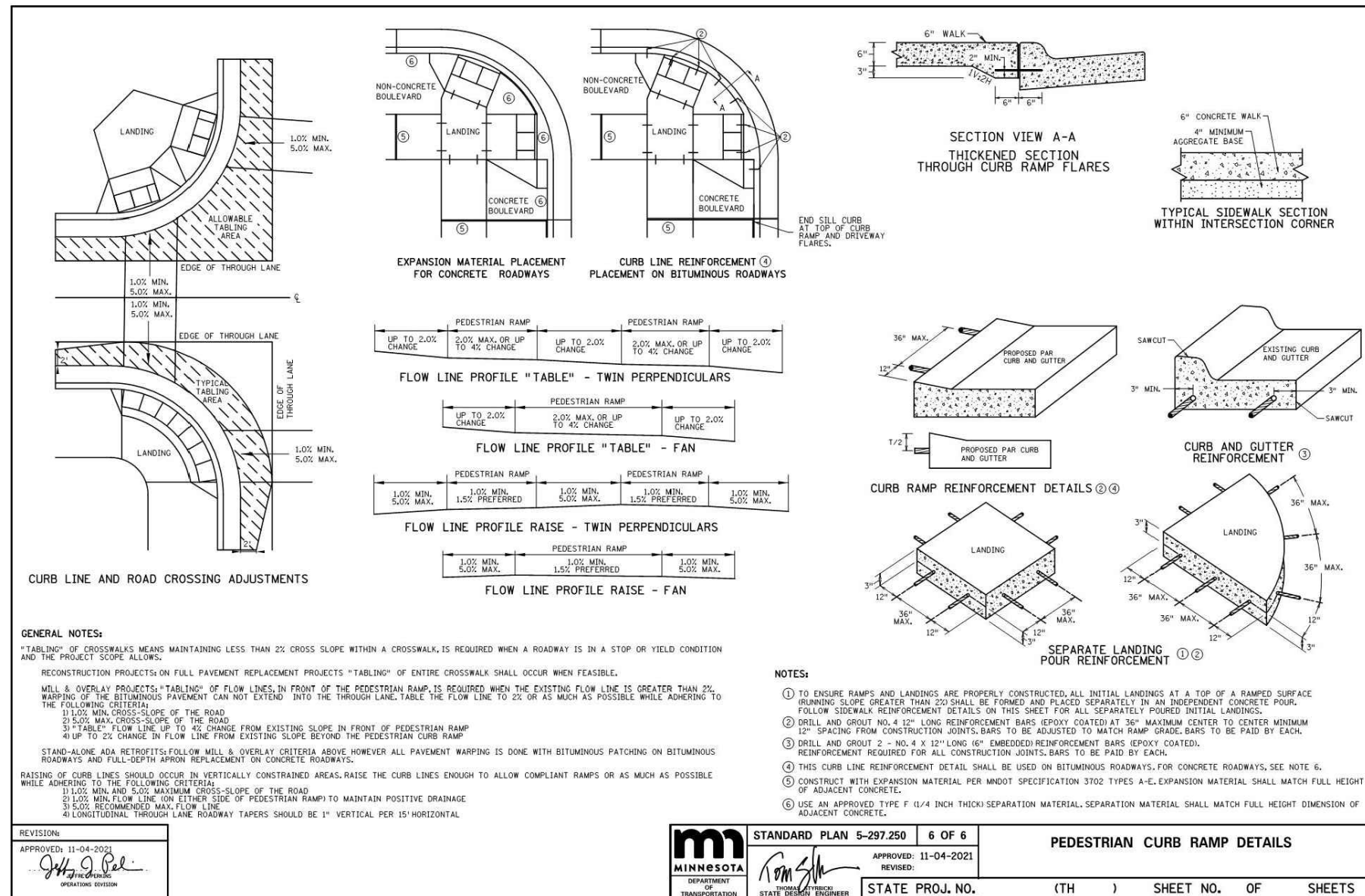
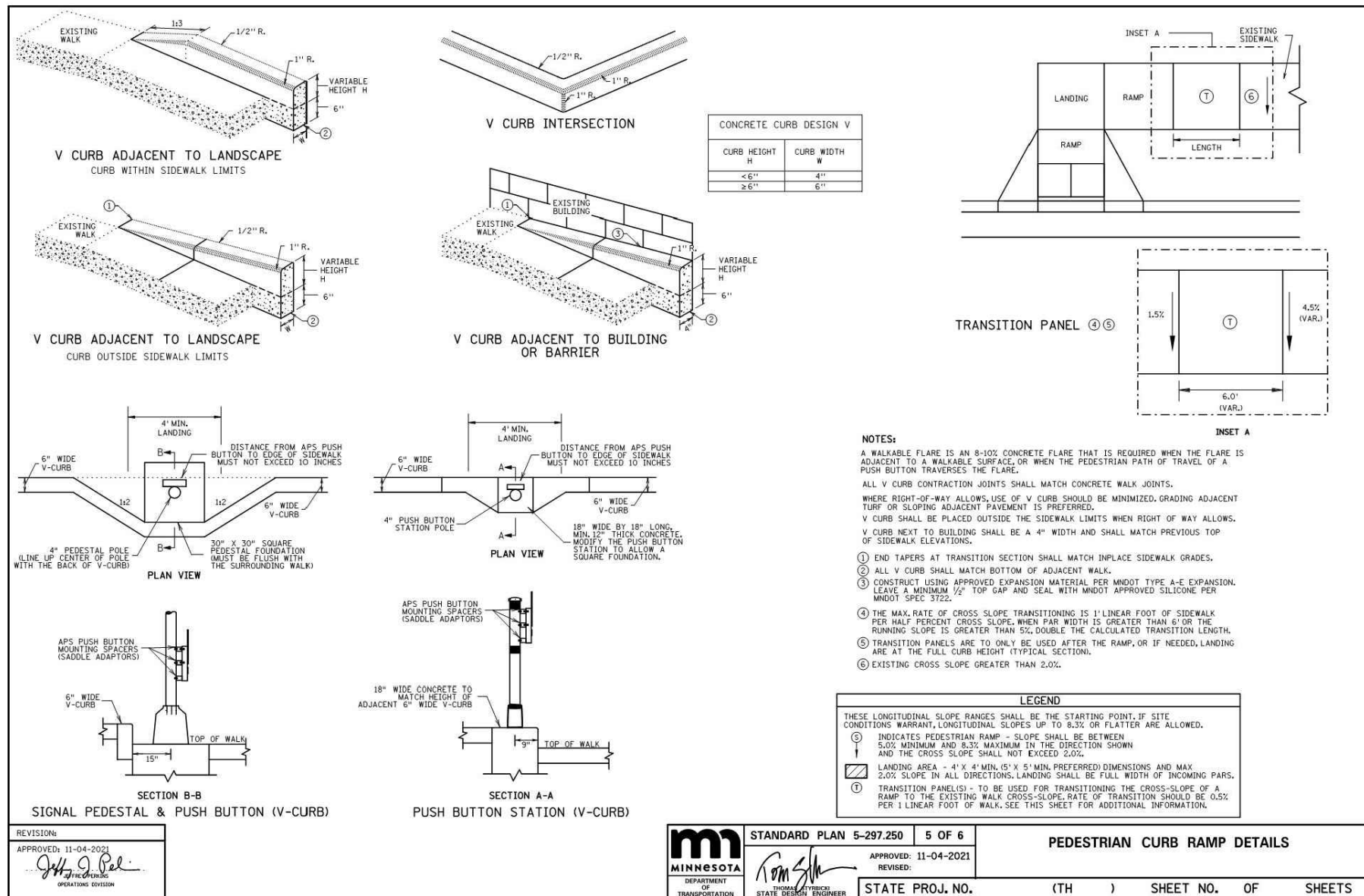
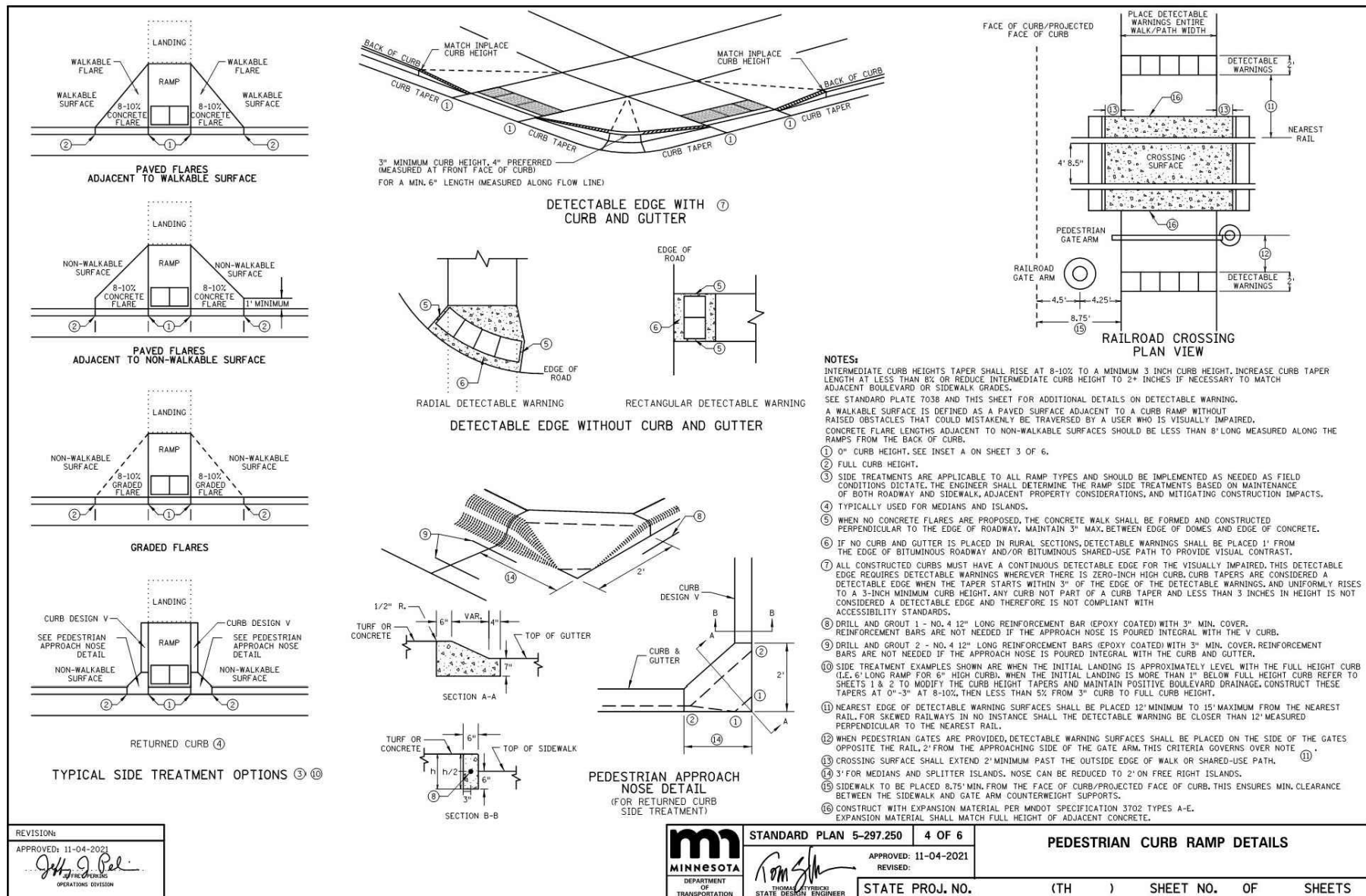
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Table 1

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- | | |
|--|--|
| 1. INSTALL SILT FENCE AND/OR OTHER APPROPRIATE TEMPORARY EROSION CONTROL DEVICES TO PREVENT SEDIMENT FROM LEAVING OR ENTERING THE PRACTICE DURING CONSTRUCTION.
2. ALL DOWN-GRADIENT PERIMETER SEDIMENT CONTROL BMP'S MUST BE IN PLACE BEFORE ANY UP-GRADIENT LAND DISTURBING ACTIVITY BEGINS.
3. PERFORM CONTINUOUS INSPECTIONS OF EROSION CONTROL PRACTICES.
4. INSTALL UTILITIES (WATER, SANITARY SEWER, ELECTRIC, PHONE, FIBER OPTIC, ETC) PRIOR TO THE STORMWATER SYSTEM.
5. ROUGH GRADE THE SITE. IF BIOTRETENTION AREAS ARE BEING USED AS TEMPORARY SEDIMENT BASINS, LEAVE A MINIMUM OF 3 FEET OF COVER OVER THE PRACTICE TO PROTECT THE UNDERLYING SOILS FROM CLOGGING.
6. PERFORM ALL OTHER SITE IMPROVEMENTS.
7. PLANT ALL AREAS AFTER DISTURBANCE.
8. CONSTRUCT BIOTRETENTION DEVICE UPON STABILIZATION OF CONTRIBUTING DRAINAGE AREA.
9. IMPLEMENT TEMPORARY AND PERMANENT EROSION CONTROL PRACTICES.
10. PLANT AND/OR ROCK MULCH BIOTRETENTION DEVICE. | 11. REMOVE TEMPORARY EROSION CONTROL DEVICES AFTER THE CONTRIBUTING DRAINAGE AREA IS ADEQUATELY VEGETATED.

<u>GENERAL NOTES</u>
1. IN THE EVENT THAT SEDIMENT IS INTRODUCED INTO THE BMP DURING OR IMMEDIATELY FOLLOWING EXCAVATION, THIS MATERIAL SHALL BE REMOVED FROM THE PRACTICE PRIOR TO CONTINUING CONSTRUCTION.
2. GRADING OF BIOTRETENTION DEVICES SHALL BE ACCOMPLISHED USING LOW-COMPACTOR EARTH-MOVING EQUIPMENT TO PREVENT COMPACTION OF UNDERLYING SOILS.
3. ALL SUB MATERIALS BELOW THE SPECIFIED BIOTRETENTION DEPTH (ELEVATION) SHALL BE UNDISTURBED, UNLESS OTHERWISE NOTED.
4. SEE UTILITY PLAN / SHOP DRAWINGS FOR SYSTEM LAYOUT. |
|--|--|

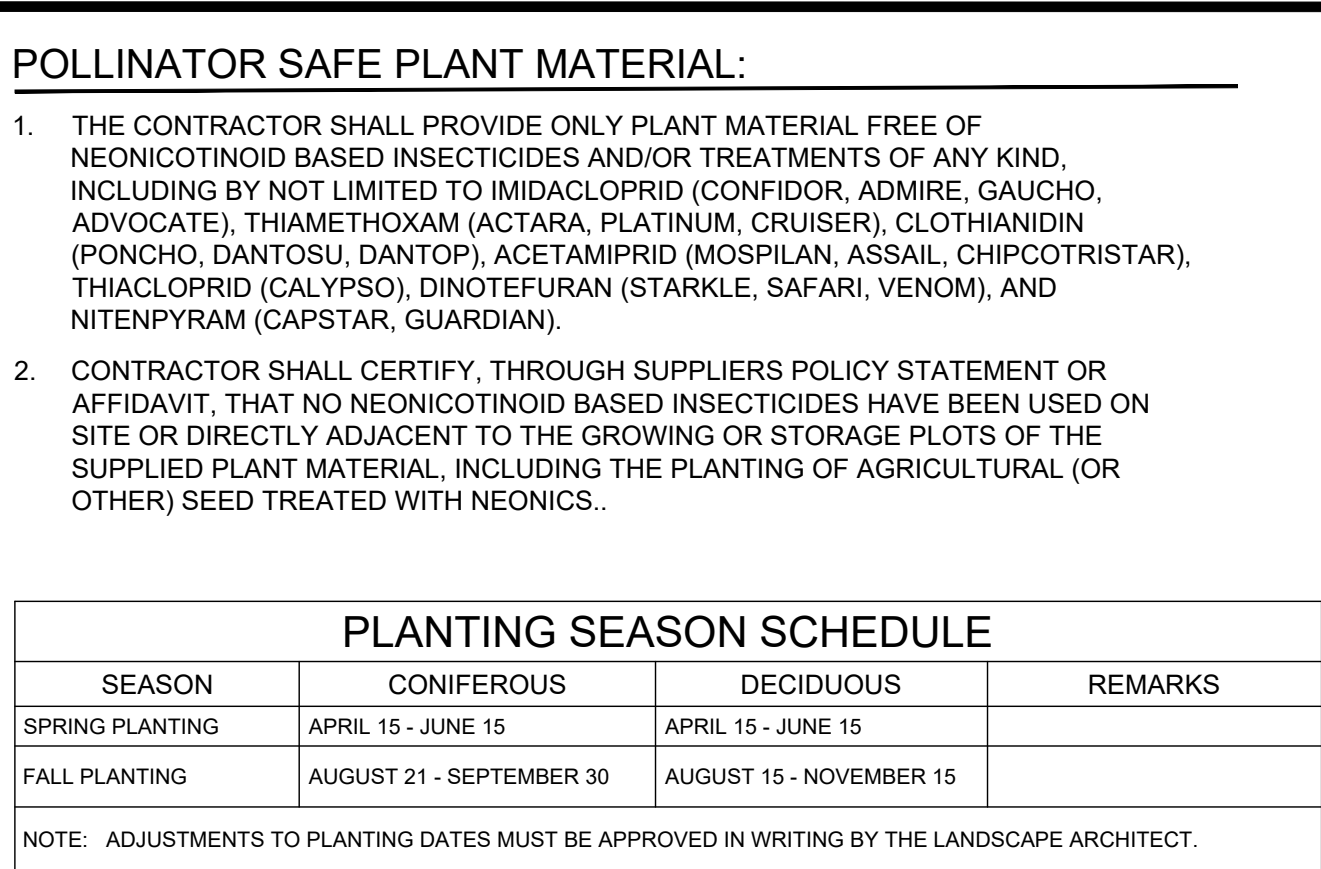
GENERAL NOTES

1. IN THE EVENT THAT SEDIMENT IS INTRODUCED INTO THE BMP DURING OR IMMEDIATELY FOLLOWING EXCAVATION, THIS MATERIAL SHALL BE REMOVED FROM THE PRACTICE PRIOR TO CONTINUING CONSTRUCTION.
2. GRADING OF BIORETENTION DEVICES SHALL BE ACCOMPLISHED USING LOW-COMPACTION EARTH-MOVING EQUIPMENT TO PREVENT COMPACTION OF UNDERLYING SOILS.
3. ALL SUB MATERIALS BELOW THE SPECIFIED BIORETENTION DEPTH (ELEVATION) SHALL BE UNDISTURBED, UNLESS OTHERWISE NOTED.
4. SEE UTILITY PLAN / SHOP DRAWINGS FOR SYSTEM LAYOUT.

CIVIL DETAILS

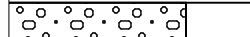
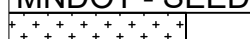
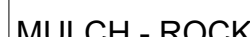
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PLANT SCHEDULE					
CODE	QTY	COMMON / BOTANICAL NAME	CONT	NATIVE PLANTS	POLLINATOR FRIENDLY
TREES					
AN	2	Northwood Red Maple / Acer rubrum 'Northwood'	2.5" Cal. B&B	NATIVE CULTIVAR	Y
SH	2	Skyline Thornless Honey Locust / Gleditsia triacanthos inermis 'Skycole' TM	2.5" Cal. B&B	NATIVE CULTIVAR	N
EK	2	Espresso Kentucky Coffeetree / Gymnocladus dioica 'Espresso'	2.5" Cal. B&B	NATIVE CULTIVAR	N
	6	SUBTOTAL:			
DECIDUOUS TREES					
AJ2	6	Autumn Fest® Sugar Maple / Acer saccharum 'JFS-KW8'	2.5" CAL. B&B	NATIVE CULTIVAR	Y
	6	SUBTOTAL:			
EVERGREEN TREES					
AC	2	Candicans White Fir / Abies concolor 'Candicans'	#15 CONT	NOT NATIVE	
PD	9	Whiskey Blue Hills Spruce / Picea glauca 'Whiskey Blue Hills'	6" HT. B&B	NATIVE CULTIVAR	
	11	SUBTOTAL:			
CODE	QTY	COMMON / BOTANICAL NAME	SIZE	NATIVE PLANTS	POLLINATOR FRIENDLY
SHRUBS					
Ab3	25	Low Scape Hedger Black Chokeberry / Aronia melanocarpa 'UCONNAM166' TM	#5 CONT	NATIVE CULTIVAR	Y
Cm	25	Muskingham Gray Dogwood / Cornus racemosa 'Muskingham'	#2 CONT	NATIVE CULTIVAR	Y
DI	21	Dwarf Bush Honeysuckle / Diervilla lonicera	#5 CONT	NATIVE	Y
Sgj	24	Sea Green Juniper / Juniperus chinensis 'Sea Green'	#5 CONT	NOT NATIVE	N
	95	SUBTOTAL:			

PLANT SCHEDULE	LANDSCAPE CALCULATIONS	
	REQUIRED	PROPOSED
	TO PROMOTE SPECIES DIVERSITY AND RESILIENCE	TOTAL NUMBER OF TREES : 23
	NO MORE THAN 40% OF THE TOTAL NUMBER OF TREES MAY BE OF THE SAME SPECIES	NO MORE THAN 40% SAME SPECIES : CURRENTLY 39%

	Rms	225 sf	ROCK MAINTENANCE STRIP / ROCK MAINTENANCE STRIP 1.5" DECORATIVE SCREENED ROCK/STONE INSTALLED 3" DEEP OVER GEOTEXTILE FABRIC. PROVIDE EDGING AS SHOWN ON LANDSCAPE PLAN.	Mulch
MNDOT - SEED MIXES				
	Dpg	25,394 sf	MN SEED MIX #35-221 DRY PRAIRIE GENERAL, / MNDOT - GENERAL RESTORATION SEED MIX SEEDING RATE: 36.5 LB/ACRE (98.7 SEEDS/SF), MNDOT TYPE1 MULCH W/STRAW, EROSION CONTROL BLANKET, OR HYDROMULCH. REFERENCE MNDOT SEEDING MANUAL SPECIFICATIONS (2023).	Seed Mix
MULCH - ROCK				
	Rm	1,042 sf	4-6" SCREENED ROCK/STONE, 3" DEEP / ROCK MULCH 4-6" SCREENED DECORATIVE ROCK/STONE MULCH 3" DEEP OVER GEOTEXTILE FABRIC, PROVIDE SAMPLES. INSTALL WEDGING AS SHOWN ON LANDSCAPE PLAN.	Mulch
MULCH - WOOD				
	Sm	2,368 sf	SHREDDED HARDWOOD MULCH 4" DEEP / SHREDDED HARDWOOD MULCH DOUBLE SHREDDED HARDWOOD MULCH INSTALLED 4" DEEP ON GRADED, WEED FREE, & PREPARED SOIL. PROVIDE EDGING AS REQ. ON LANDSCAPE PLAN.	Mulch
SOD				
	Bg	25,510 sf	BLUE GRASS SOD / SOD BLUE GRASS SOD W/IMPROVED VARIETIES, INSTALLED ON PREPARED SOIL, CONTAINING 6" OF TOPSOIL W/MINIMUM 4% ORGANICS BY WEIGHT, SCARIFIED AND EVENLY GRADED, BIG ROLL, PREFERRED FOR LARGER AREAS.	Sod

LANDSCAPE PLAN LEGEND:



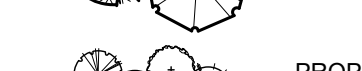
PROPOSED CANOPY TREE SYMBOLS - SEE
PLANT SCHEDULE AND PLAN FOR SPECIES
AND PLANTING SIZES



PROPOSED EVERGREEN TREE SYMBOLS - SEE PLANT SCHEDULE AND
PLAN FOR SPECIES AND PLANTING SIZES



PROPOSED ORNAMENTAL TREE SYMBOLS - SEE PLANT SCHEDULE AND
PLAN FOR SPECIES AND PLANTING SIZES



PROPOSED DECIDUOUS AND EVERGREEN SHRUB SYMBOLS - SEE

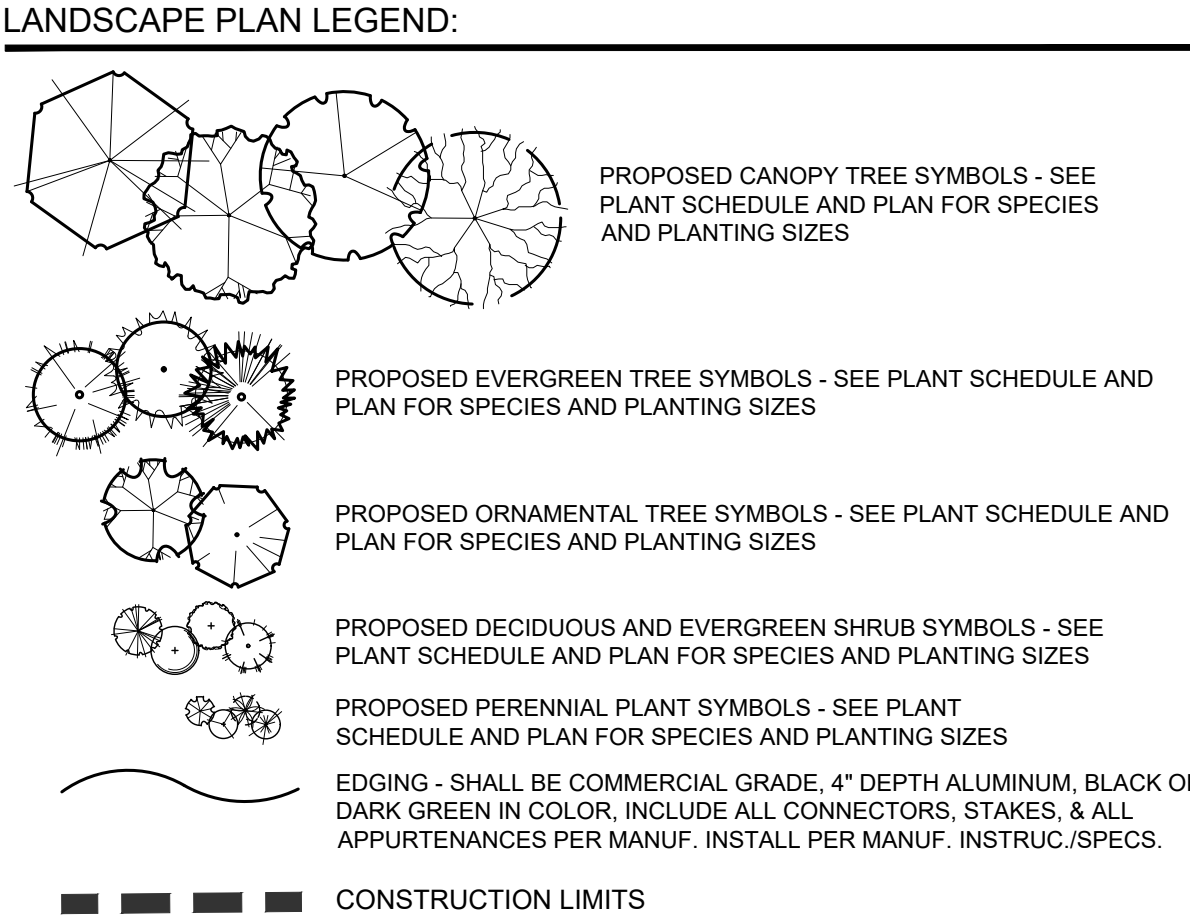
MULCH SCHEDULE				
AREA	MULCH TYPE	EDGING	FABRIC	REMARKS
TREE RINGS	4" DEPTH, SHREDDED HARDWOOD	YES	NO	SEE DETAIL SHT. L1.1
PLANTING BEDS	4" DEPTH, SHREDDED HARDWOOD	YES	NO	
MAINT. STRIP AT BUILDING FOUNDATION		YES	NO	
NATIVE SEED AREAS	YES	NO	NO	INSTALL PER BWSR RECOMMENDATIONS
NOTE: COORDINATE ALL MULCH AND PLANTING BED MATERIAL PRIOR TO INSTALLATION. PROVIDE SAMPLES AND SHOP DRAWINGS/PHOTOS/DATA SHEETS OF ALL MATERIALS				

LANDSCAPE NOTES:

1. ALL EXISTING UTILITY LOCATIONS SHOWN ARE APPROXIMATE. CONTACT "GOPHER STATE ONE CALL" (651-454-0002 OR 800-252-1166) FOR UTILITY LOCATIONS. 48 HOURS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REPAIR OR REPLACE ANY UTILITIES THAT ARE DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.
2. REFERENCE MULCH SCHEDULE FOR MULCH MATERIALS AND LOCATIONS.
3. ALL TREES SHALL BE MULCHED WITH SHREDDED HARDWOOD MULCH TO OUTER EDGE OF SAUCER OR TO EDGE OF PLANTING BED, IF APPLICABLE. ALL MULCH SHALL BE KEPT WITHIN A MINIMUM OF 2" FROM TREE TRUNK.
4. IF SHOWN ON PLAN, RANDOM SIZED LIMESTONE BOULDERS COLOR AND SIZE TO COMPLIMENT NEW LANDSCAPING. OWNER TO APPROVE BOULDER SAMPLES PRIOR TO INSTALLATION.
5. PLANT MATERIALS SHALL CONFORM WITH THE AMERICAN ASSOCIATION OF NURSERYMEN STANDARDS AND SHALL BE OF HARDY STOCK, FREE FROM DISEASE, DAMAGE AND DISFIGURATION. CONTRACTOR IS RESPONSIBLE FOR MAINTAINING PLUMPNESS OF PLANT MATERIAL FOR DURATION OF ACCEPTANCE PERIOD.
6. UPON DISCOVERY OF A DISCREPANCY BETWEEN THE QUANTITY OF PLANTS SHOWN ON THE SCHEDULE AND THE QUANTITY SHOWN ON THE PLAN, THE PLAN SHALL GOVERN.
7. CONDITION OF VEGETATION SHALL BE MONITORED BY THE LANDSCAPE ARCHITECT THROUGHOUT THE DURATION OF THE CONTRACT. LANDSCAPE MATERIAL PART OF THE CONTRACT SHALL BE WARRANTED FOR TWO (2) FULL GROWING SEASONS FROM SUBSTANTIAL COMPLETION DATE.
8. ALL AREAS DISTURBED BY CONSTRUCTION ACTIVITIES SHALL RECEIVE 6" LAYER TOPSOIL AND SOD AS SPECIFIED UNLESS OTHERWISE NOTED ON THE DRAWINGS.
9. COORDINATE LOCATION OF VEGETATION WITH UNDERGROUND AND OVERHEAD UTILITIES, LIGHTING FIXTURES, DOORS AND WINDOWS. CONTRACTOR SHALL STAKE IN THE FIELD FINAL LOCATION OF TREES AND SHRUBS FOR REVIEW AND APPROVAL BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
10. ALL PLANT MATERIALS SHALL BE WATERED AND MAINTAINED UNTIL ACCEPTANCE.
11. REPAIR AT NO COST TO OWNER ALL DAMAGE RESULTING FROM LANDSCAPE CONTRACTOR'S ACTIVITIES.
12. SWEEP AND MAINTAIN ALL PAVED SURFACES FREE OF DEBRIS GENERATED FROM LANDSCAPE CONTRACTOR'S ACTIVITIES.
13. PROVIDE SITE WIDE IRRIGATION SYSTEM DESIGN AND INSTALLATION. SYSTEM SHALL BE FULLY PROGRAMMABLE AND CAPABLE OF ALTERNATE DATE WATERING. THE SYSTEM SHALL PROVIDE HEAD TO HEAD OR DRIP COVERAGE AND BE CAPABLE OF DELIVERING ONE INCH OF PRECIPITATION PER WEEK. SYSTEM SHALL EXTEND INTO THE PUBLIC RIGHT-OF-WAY TO THE EDGE OF PAVEMENT/BACK OF CURB.
14. CONTRACTOR SHALL SECURE APPROVAL OF PROPOSED IRRIGATION SYSTEM INCLUDING PRICING FROM OWNER, PRIOR TO INSTALLATION.

PLANT SCHEDULE						
CODE	QTY	COMMON / BOTANICAL NAME	CONT	NATIVE PLANTS	POLLINATOR FRIENDLY	
TREES						
AN	2	Northwood Red Maple / <i>Acer rubrum</i> 'Northwood'	2.5" Cal. B&B	NATIVE CULTIVAR	Y	
SH	2	Skyline Thornless Honey Locust / <i>Gleditsia triacanthos inermis</i> 'Skycole' TM	2.5" Cal. B&B	NATIVE CULTIVAR	N	
EK	2	Espresso Kentucky Coffeetree / <i>Gymnocladus dioica</i> 'Espresso'	2.5" Cal. B&B	NATIVE CULTIVAR	N	
	6	SUBTOTAL:				
DECIDUOUS TREES						
AJ2	6	Autumn Fest® Sugar Maple / <i>Acer saccharum</i> 'JFS-KW8'	2.5" CAL. B&B	NATIVE CULTIVAR	Y	
	6	SUBTOTAL:				
EVERGREEN TREES						
AC	2	Candicans White Fir / <i>Abies concolor</i> 'Candicans'	#15 CONT	NOT NATIVE		
PD	9	Whiskey Blue Hills Spruce / <i>Picea glauca</i> 'Whiskey Blue Hills'	6" HT. B&B	NATIVE CULTIVAR		
	11	SUBTOTAL:				
CODE	QTY	COMMON / BOTANICAL NAME	SIZE	NATIVE PLANTS	POLLINATOR FRIENDLY	
SHRUBS						
Ab3	25	Low Scape Hedger Black Chokeberry / <i>Aronia melanocarpa</i> 'UCONNAM166' TM	#5 CONT	NATIVE CULTIVAR	Y	
Cm	25	Muskingham Gray Dogwood / <i>Cornus racemosa</i> 'Muskingham'	#2 CONT	NATIVE CULTIVAR	Y	
DI	21	Dwarf Bush Honeysuckle / <i>Diervilla lonicera</i>	#5 CONT	NATIVE	Y	
Sgj	24	Sea Green Juniper / <i>Juniperus chinensis</i> 'Sea Green'	#5 CONT	NOT NATIVE	N	
	95	SUBTOTAL:				

LANDSCAPE CALCULATIONS	
REQUIRED	PROPOSED
TO PROMOTE SPECIES DIVERSITY AND RESILIENCE	TOTAL NUMBER OF TREES : 23
NO MORE THAN 40% OF THE TOTAL NUMBER OF TREES MAY BE OF THE SAME SPECIES	NO MORE THAN 40% SAME SPECIES : CURRENTLY 39%

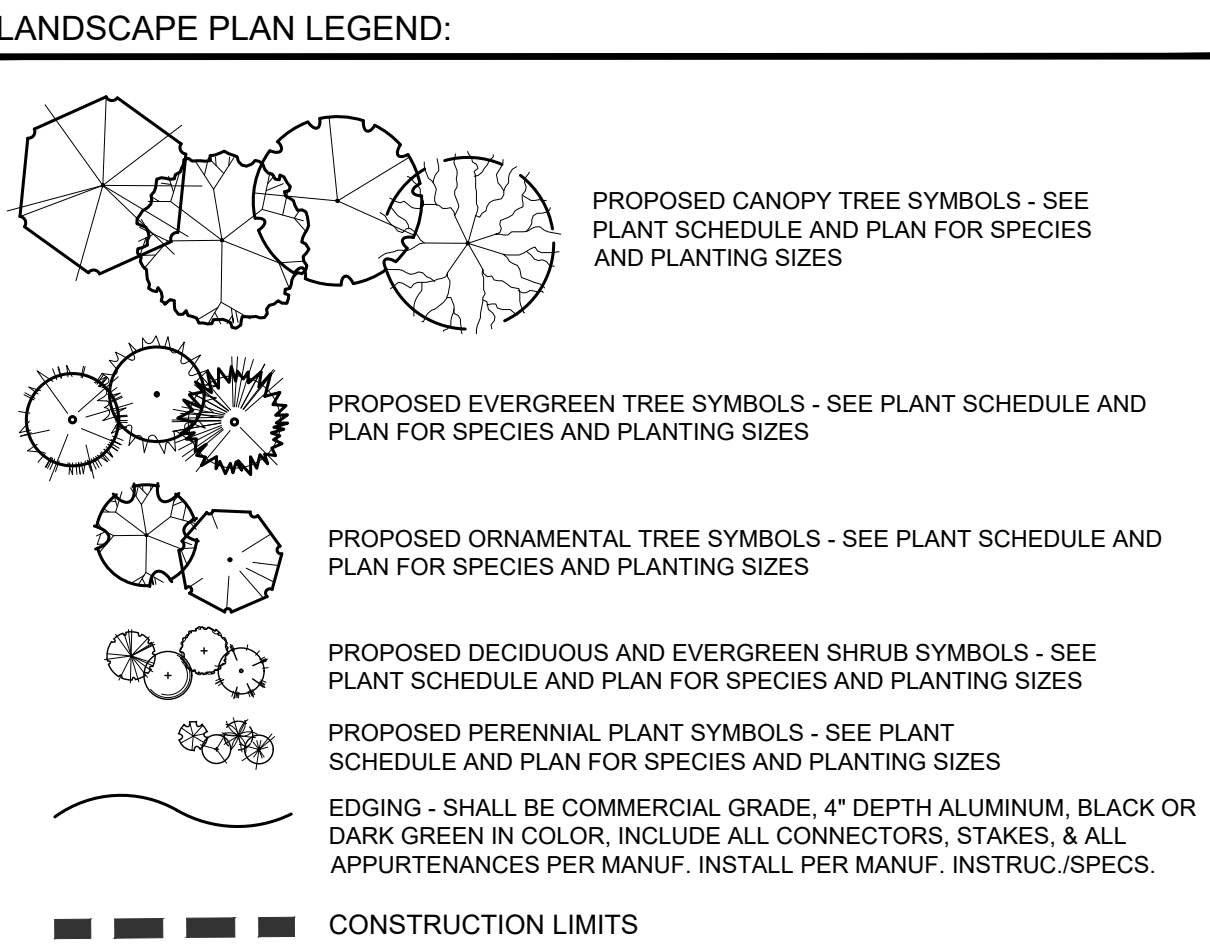


I HEREBY CERTIFY THAT THIS PLAN,
SPECIFICATION, OR REPORT WAS
PREPARED BY ME OR UNDER MY DIRECT
SUPERVISION AND THAT I AM A DULY
LICENSED LANDSCAPE ARCHITECT UNDER
THE LAWS OF THE STATE OF MINNESOTA.

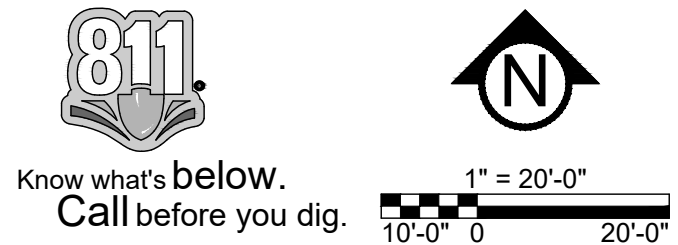
ISSUE/SUBMITTAL SUMMARY	
DATE	DESCRIPTION
7/7/26	CITY SUBMITTAL

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SEE SHEET L1.0 FOR PLANTING SCHEDULE



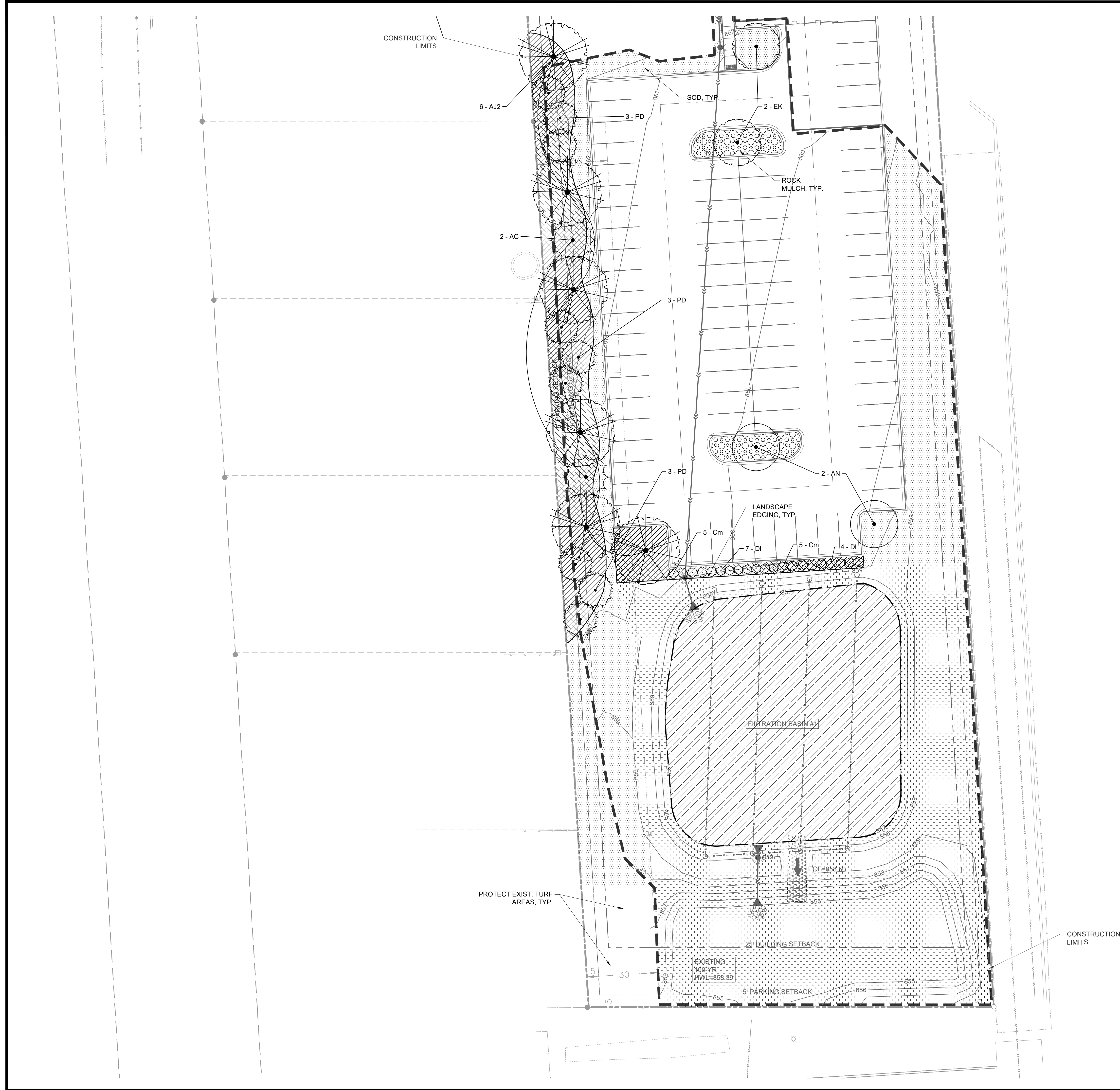
PROJECT	UNITY TEMPLE CHURCH ADD 4801 63RD AVE N, BROOKLYN CENTER, MN 55429
OWNER	UNITY TEMPLE CHURCH OF GOD PO BOX 2305, BROOKLYN CENTER, MN 55429


Robert L. Binder
DATE 7/7/2026 LICENSE NO. 25821

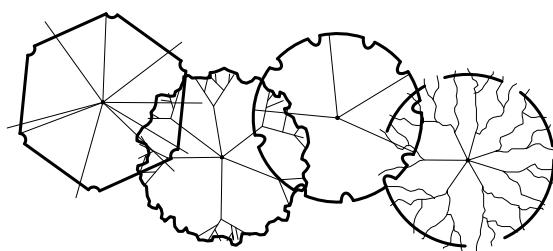
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DATE	DESCRIPTION
7/7/26	CITY SUBMITTAL

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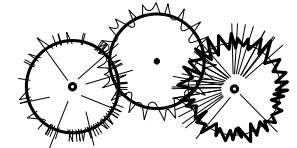
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LANDSCAPE PLAN LEGEND:



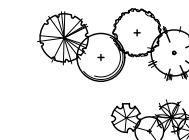
PROPOSED CANOPY TREE SYMBOLS - SEE
PLANT SCHEDULE AND PLAN FOR SPECIES
AND PLANTING SIZES



PROPOSED EVERGREEN TREE SYMBOLS - SEE PLANT SCHEDULE AND
PLAN FOR SPECIES AND PLANTING SIZES



PROPOSED ORNAMENTAL TREE SYMBOLS - SEE PLANT SCHEDULE AND
PLAN FOR SPECIES AND PLANTING SIZES



PROPOSED DECIDUOUS AND EVERGREEN SHRUB SYMBOLS - SEE
PLANT SCHEDULE AND PLAN FOR SPECIES AND PLANTING SIZES

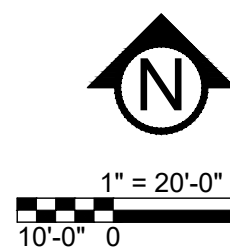
PROPOSED PERENNIAL PLANT SYMBOLS - SEE PLANT
SCHEDULE AND PLAN FOR SPECIES AND PLANTING SIZES

EDGING - SHALL BE COMMERCIAL GRADE, 4" DEPTH ALUMINUM, BLACK OR DARK GREEN IN COLOR, INCLUDE ALL CONNECTORS, STAKES, & ALL APPURTENANCES PER MANUF. INSTALL PER MANUF. INSTRUC./SPECS.

CONSTRUCTION LIMITS



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DRAWN @ 7 size



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NOT FOR
CONSTRUCTION

PROJECT

UNITY TEMPLE CHURCH ADD

4801 63RD AVE N, BROOKLYN CENTER, MN 55429

UNITY TEMPLE CHURCH OF GOD

PO BOX 2935, BROOKLYN CENTER, MN 55429

PROJECT

OWNER

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 LANDSCAPE ARCHITECT UNDER
THE LAWS OF THE STATE OF MINNESOTA.


Robert L. Binder
DATE 7/7/2026 LICENSE NO. 25821

ISSUE/SUBMITTAL SUMMARY	
DATE	DESCRIPTION
7/7/28	CITY SUBMITTAL

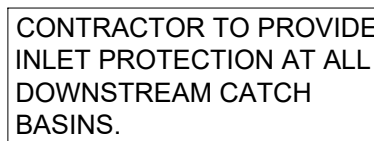
PROJECT MANAGER	DAVID KNAEBLE
CONTACT NUMBER	612-615-0060 X 703
DRAWN BY	BN
REVIEWED BY	DK
PROJECT NUMBER	25538

REVISION SUMMARY

[illegible]LANDSCAPE PLAN
NOTES & DETAILS

L1.3

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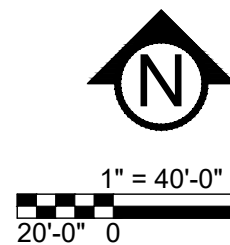
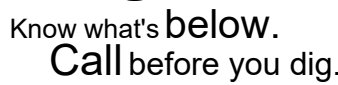
ORCHAR
AVENUE
NORTH
(A Public R/W)

1. ALL EXISTING UTILITY LOCATIONS SHOWN ARE APPROXIMATE. CONTACT "GOPHER STATE ONE CALL" (651-454-0002 OR 800-252-1166) FOR UTILITY LOCATIONS, 48 HOURS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REPAIR OR REPLACE ANY UTILITIES THAT ARE DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.
2. THIS PROJECT IS GREATER THAN ONE ACRE AND WILL REQUIRE AN MPCA NPDES PERMIT. CONTRACTOR IS RESPONSIBLE FOR OBTAINING ANY EROSION CONTROL PERMITS REQUIRED BY THE CITY.
3. SEE SHEETS SW1.0 - SW1.5 FOR ALL EROSION CONTROL NOTES, DESCRIPTIONS, AND PRACTICES.
4. SEE GRADING PLAN FOR ADDITIONAL GRADING AND EROSION CONTROL NOTES.
5. CONTRACTOR IS RESPONSIBLE FOR SWPPP IMPLEMENTATION, INSPECTIONS, MAINTENANCE AND COMPLIANCE WITH THE PERMIT.

1. RESERVED FOR CITY SPECIFIC EROSION CONTROL NOTES.

ALL SPECIFIED EROSION AND SEDIMENT CONTROL PRACTICES, AND MEASURES CONTAINED IN THIS SWPPP ARE THE MINIMUM REQUIREMENTS. ADDITIONAL PRACTICES MAY BE REQUIRED DURING THE COURSE OF CONSTRUCTION.

	EX. 1' CONTOUR ELEVATION INTERVAL DRAINAGE ARROW
	SILT FENCE / BIOROLL - GRADING LIMIT
	INLET PROTECTION
	STABILIZED CONSTRUCTION ENTRANCE



5000 Glenwood Avenue
Golden Valley, MN 55422
civilsitegroup.com 612-615-0060

PRELIMINARY:
NOT FOR
CONSTRUCTION

PROJECT

UNITY TEMPLE CHURCH ADD

4801 63RD AVE N, BROOKLYN CENTER, MN 55429

UNITY TEMPLE CHURCH OF GOD

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.

David J. Knaeble
DATE 7/7/2026 LICENSE NO. 48776

DATE	DESCRIPTION
7/7/28	CITY SUBMITTAL

PROJECT MANAGER	DAVID KNAEBLE
CONTACT NUMBER	612-615-0060 X 703
DRAWN BY	BN
REVIEWED BY	DK
PROJECT NUMBER	25538

[illegible]SWPPP - EXISTING
CONDITIONS

SW1.0

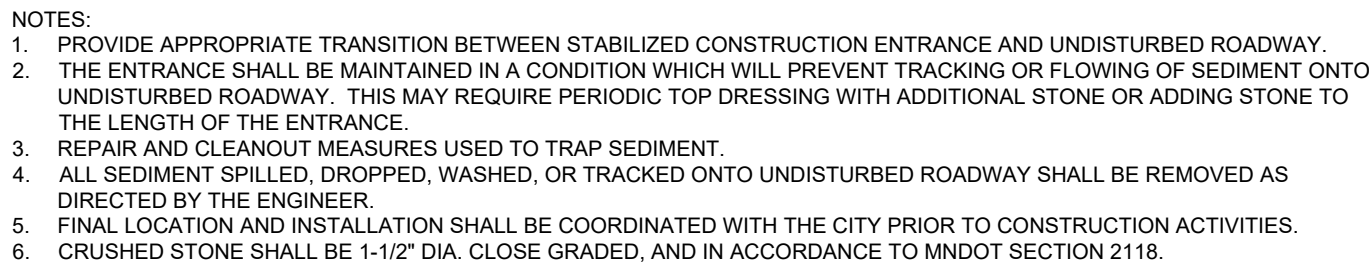
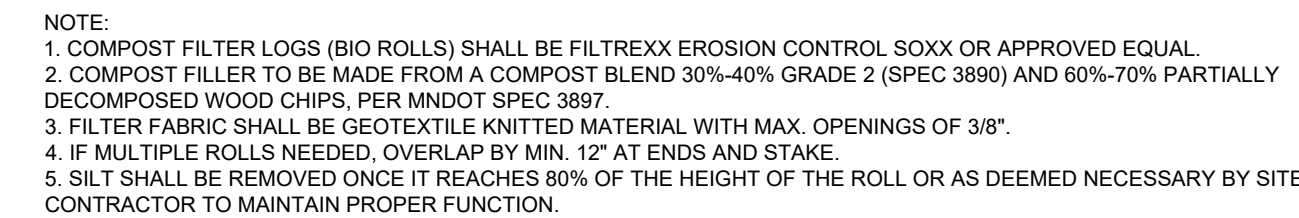
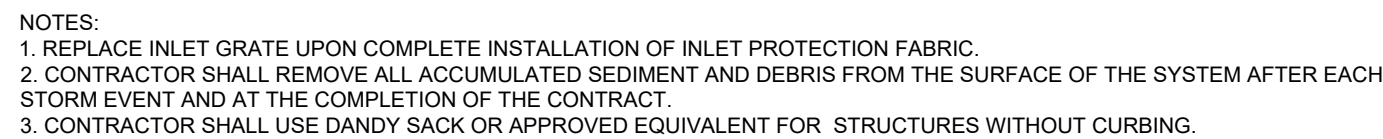
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UNDER THE LAWS OF THE STATE OF
MINNESOTA.

ISSUE/SUBMITTAL SUMMARY	
DATE	DESCRIPTION
7/7/26	CITY SUBMITTAL

[illegible]

SW1.2
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THE CONTRACTOR AND ALL SUBCONTRACTORS INVOLVED WITH A CONSTRUCTION ACTIVITY THAT DISTURBS SITE SOIL OR WHO IMPLEMENT A POLLUTANT CONTROL MEASURE IDENTIFIED IN THE STORM WATER POLLUTION PREVENTION PLAN (SWPPP) MUST COMPLY WITH THE REQUIREMENTS OF THE NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM (NPDES) GENERAL PERMIT (DATED AUGUST 1, 2018 # MNR100001) AND ANY LOCAL GOVERNING AGENCY HAVING JURISDICTION CONCERNING EROSION AND SEDIMENTATION CONTROL.

STORMWATER DISCHARGE DESIGN REQUIREMENTS

SWPPP

THE NATURE OF THIS PROJECT WILL BE CONSISTENT WITH WHAT IS REPRESENTED IN THIS SET OF CONSTRUCTION PLANS AND SPECIFICATIONS. SEE THE SWPPP PLAN SHEETS AND SWPPP NARRATIVE (ATTACHMENT A CONSTRUCTION SWPPP TEMPLATE) FOR ADDITIONAL SITE SPECIFIC SWPPP INFORMATION. THE PLANS SHOW LOCATIONS AND TYPES OF ALL TEMPORARY AND PERMANENT EROSION PREVENTION AND SEDIMENT CONTROL BMP'S. STANDARD DETAILS ARE ATTACHED TO THIS SWPPP DOCUMENT.

THE INTENDED SEQUENCING OF MAJOR CONSTRUCTION ACTIVITIES IS AS FOLLOWS:

1. INSTALL STABILIZED ROCK CONSTRUCTION ENTRANCE
2. INSTALLATION OF SILT FENCE AROUND SITE
3. INSTALL ORANGE CONSTRUCTION FENCING AROUND INFILTRATION AREAS
4. INSTALL INLET PROTECTION AT ALL ADJACENT AND DOWNSTREAM CATCH BASINS
5. CLEAR AND GRUB FOR TEMPORARY SEDIMENT BASIN / POND INSTALL
6. CONSTRUCT TEMPORARY SEDIMENT BASIN / POND (SECTION 14)
7. CLEAR AND GRUB REMAINDER OF SITE
8. STRIP AND STOCKPILE TOPSOIL
9. ROUGH GRADING OF SITE
10. STABILIZE DENUDED AREAS AND STOCKPILES
11. INSTALL SANITARY SEWER, WATER MAIN STORM SEWER AND SERVICES
12. INSTALL SILT FENCE / INLET PROTECTION AROUND CBS
13. INSTALL STREET SECTION
14. INSTALL CURB AND GUTTER
15. BITUMINOUS ON STREETS
16. FINAL GRADE BOULEVARD, INSTALL SEED AND MULCH
17. REMOVE ACCUMULATED SEDIMENT FROM BASIN/ POND
18. FINAL GRADE POND / INFILTRATION BASINS (DO NOT COMPACT SOILS IN INFILTRATION AREAS.)
19. WHEN ALL CONSTRUCTION ACTIVITY IS COMPLETE AND THE SITE IS STABILIZED BY EITHER SEED OR SOIL/LANDSCAPING, REMOVE SILT FENCE AND RESEED ANY AREAS DISTURBED BY THE REMOVAL.

RECORDS RETENTION:

THE SWPPP (ORIGINAL OR COPIES) INCLUDING, ALL CHANGES TO IT, AND INSPECTIONS AND MAINTENANCE RECORDS MUST BE KEPT AT THE SITE DURING CONSTRUCTION BY THE PERMITTEE WHO HAS OPERATIONAL CONTROL OF THAT PORTION OF THE SITE. THE SWPPP CAN BE KEPT IN EITHER THE FIELD OFFICE OR IN AN ON SITE VEHICLE DURING NORMAL WORKING HOURS.

ALL OWNER(S) MUST KEEP THE SWPPP, ALONG WITH THE FOLLOWING ADDITIONAL RECORDS, ON FILE FOR THREE (3) YEARS AFTER SUBMITTAL OF THE NOT AS OUTLINED IN SECTION 4. THIS DOES NOT INCLUDE ANY RECORDS AFTER SUBMITTAL OF THE NOT.

1. THE FINAL SWPPP;
2. ANY OTHER STORMWATER RELATED PERMITS REQUIRED FOR THE PROJECT;
3. RECORDS OF ALL INSPECTION AND MAINTENANCE CONDUCTED DURING CONSTRUCTION (SEE SECTION 11, INSPECTIONS AND MAINTENANCE);
4. ALL PERMANENT OPERATION AND MAINTENANCE AGREEMENTS THAT HAVE BEEN IMPLEMENTED, INCLUDING ALL RIGHT OF WAY, CONTRACTS, COVENANTS AND OTHER BINDING REQUIREMENTS REGARDING PERPETUAL MAINTENANCE; AND
5. ALL REQUIRED CALCULATIONS FOR DESIGN OF THE TEMPORARY AND PERMANENT STORMWATER MANAGEMENT SYSTEMS.

SWPPP IMPLEMENTATION RESPONSIBILITIES:

1. THE OWNER AND CONTRACTOR ARE PERMITTEE(S) AS IDENTIFIED BY THE NPDES PERMIT.
2. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL ON-SITE IMPLEMENTATION OF THE SWPPP, INCLUDING THE ACTIVITIES OF ALL OF THE CONTRACTOR'S SUBCONTRACTORS.
3. CONTRACTOR SHALL PROVIDE A PERSON(S) KNOWLEDGEABLE AND EXPERIENCED IN THE APPLICATION OF EROSION PREVENTION AND SEDIMENT CONTROL BMP'S TO OVERSEE ALL INSTALLATION AND MAINTENANCE OF BMP'S AND IMPLEMENTATION OF THE SWPPP
4. CONTRACTOR SHALL PROVIDE PERSON(S) MEETING THE TRAINING REQUIREMENTS OF THE NPDES PERMIT TO CONDUCT INSPECTION AND MAINTENANCE OF EROSION PREVENTION AND SEDIMENT CONTROL BMP'S IN ACCORDANCE WITH THE REQUIREMENTS OF THE PERMIT. ONE OF THESE INDIVIDUAL(S) MUST BE AVAILABLE FOR AN ONSITE INSPECTION WITHIN 72 HOURS UPON REQUEST BY MPCA. CONTRACTOR SHALL PROVIDE TRAINING DOCUMENTATION FOR THESE INDIVIDUAL(S) AS REQUIRED BY THE NPDES PERMIT. THIS TRAINING DOCUMENTATION SHALL BE RECORDED IN OR WITH THE SWPPP BEFORE START OF CONSTRUCTION OR AS SOON AS THE PERSONNEL FOR THE PROJECT HAVE BEEN DETERMINED. DOCUMENTATION SHALL INCLUDE:
 - 4.1. NAMES OF THE PERSONNEL ASSOCIATED WITH THE PROJECT THAT ARE REQUIRED TO BE TRAINED PER SECTION 21 OF THE PERMIT.
 - 4.2. DATES OF TRAINING AND NAME OF INSTRUCTOR AND ENTITY PROVIDING TRAINING.
 - 4.3. CONTENT OF TRAINING COURSE OR WORKSHOP INCLUDING THE NUMBER OF HOURS OF TRAINING.
5. FOLLOWING FINAL STABILIZATION AND THE TERMINATION OF COVERAGE FOR THE NPDES PERMIT, THE OWNER IS EXPECTED TO FURNISH LONG TERM OPERATION AND MAINTENANCE (O & M) OF THE PERMANENT STORM WATER MANAGEMENT SYSTEM.

CONSTRUCTION ACTIVITY REQUIREMENTS

SWPPP AMENDMENTS (SECTION 6):

1. ONE OF THE INDIVIDUALS DESCRIBED IN ITEM 21.2.A OR ITEM 21.2.B OR ANOTHER QUALIFIED INDIVIDUAL MUST COMPLETE ALL SWPPP CHANGES. CHANGES INVOLVING THE USE OF A LESS STRINGENT BMP MUST INCLUDE A JUSTIFICATION DESCRIBING HOW THE REPLACEMENT BMP IS EFFECTIVE FOR THE SITE CHARACTERISTICS.
2. PERMITTEES MUST AMEND THE SWPPP TO INCLUDE ADDITIONAL OR MODIFIED BMP'S TO CORRECT PROBLEMS IDENTIFIED OR ADDRESS SITUATIONS WHENEVER THERE IS A CHANGE IN DESIGN, CONSTRUCTION, OPERATION, MAINTENANCE, WEATHER OR SEASONAL CONDITIONS HAVING A SIGNIFICANT EFFECT ON THE DISCHARGE OF POLLUTANTS TO SURFACE WATERS OR GROUNDWATER.
3. PERMITTEES MUST AMEND THE SWPPP TO INCLUDE ADDITIONAL OR MODIFIED BMP'S AS NECESSARY TO CORRECT PROBLEMS IDENTIFIED OR ADDRESS SITUATIONS WHENEVER INSPECTIONS OR INVESTIGATIONS BY THE SITE OWNER OR OPERATOR, USEPA OR MPCA OFFICIALS INDICATE THE SWPPP IS NOT EFFECTIVE IN ELIMINATING OR SIGNIFICANTLY MINIMIZING THE DISCHARGE OF POLLUTANTS TO SURFACE WATERS OR GROUNDWATER OR THE DISCHARGES ARE CAUSING WATER QUALITY STANDARD EXCEEDANCES (E.G., NUISANCE CONDITIONS AS DEFINED IN MINN. R. 7050.0210, SUBP. 2) OR THE SWPPP IS NOT CONSISTENT WITH THE OBJECTIVES OF A USEPA APPROVED TMDL.

BMP SELECTION AND INSTALLATION (SECTION 7):

1. PERMITTEES MUST SELECT, INSTALL, AND MAINTAIN THE BMP'S IDENTIFIED IN THE SWPPP AND IN THIS PERMIT IN AN APPROPRIATE AND FUNCTIONAL MANNER AND IN ACCORDANCE WITH RELEVANT MANUFACTURER SPECIFICATIONS AND ACCEPTED ENGINEERING PRACTICES.

EROSION PREVENTION (SECTION 8):

1. BEFORE WORK BEGINS, PERMITTEES MUST DELINEATE THE LOCATION OF AREAS NOT TO BE DISTURBED.
2. PERMITTEES MUST MINIMIZE THE NEED FOR DISTURBANCE OF PORTIONS OF THE PROJECT WITH STEEP SLOPES. WHEN STEEP SLOPES MUST BE DISTURBED, PERMITTEES MUST USE TECHNIQUES SUCH AS PHASING AND STABILIZATION PRACTICES DESIGNED FOR STEEP SLOPES (E.G., SLOPE DRAINING AND TERRACING).
3. PERMITTEES MUST STABILIZE ALL EXPOSED SOIL AREAS, INCLUDING STOCKPILES. STABILIZATION MUST BE INITIATED IMMEDIATELY TO LIMIT SOIL EROSION WHEN CONSTRUCTION ACTIVITY HAS PERMANENTLY OR TEMPORARILY CEASED ON ANY PORTION OF THE SITE AND WILL NOT RESUME FOR A PERIOD EXCEEDING 14 CALENDAR DAYS. STABILIZATION MUST BE COMPLETED NO LATER THAN 14 CALENDAR DAYS AFTER THE CONSTRUCTION ACTIVITY HAS CEASED. STABILIZATION IS NOT REQUIRED ON CONSTRUCTED BASE COMPONENTS OF ROADS, PARKING LOTS AND SIMILAR SURFACES. STABILIZATION IS NOT REQUIRED ON TEMPORARY STOCKPILES WITHOUT SIGNIFICANT SILT, CLAY OR ORGANIC COMPONENTS (E.G., CLEAN AGGREGATE STOCKPILES, DEMOLITION CONCRETE STOCKPILES, SAND STOCKPILES) BUT PERMITTEES MUST PROVIDE SEDIMENT CONTROLS AT THE BASE OF THE STOCKPILE.
4. FOR PUBLIC WORKS THAT THE MINNESOTA DNR HAS PROMULGATED "WORK IN WATER RESTRICTIONS" DURING SPECIFIED FISH SPAWNING TIME FRAMES, PERMITTEES MUST COMPLETE STABILIZATION OF ALL EXPOSED SOIL AREAS WITHIN 200 FEET OF THE WATER'S EDGE, AND THAT DRAIN TO THESE WATERS, WITHIN 24 HOURS DURING THE RESTRICTION PERIOD.
5. PERMITTEES MUST STABILIZE THE NORMAL WETTED PERIMETER OF THE LAST 200 LINEAR FEET OF TEMPORARY OR PERMANENT DRAINAGE DITCHES OR SWALES THAT DRAIN WATER FROM THE SITE WITHIN 24 HOURS AFTER CONNECTING TO A SURFACE WATER OR PROPERTY EDGE. PERMITTEES MUST COMPLETE STABILIZATION OF REMAINING PORTIONS OF TEMPORARY OR PERMANENT DITCHES OR SWALES WITHIN 14 CALENDAR DAYS AFTER CONNECTING TO A SURFACE WATER OR PROPERTY EDGE AND CONSTRUCTION IN THAT PORTION OF THE DITCH TEMPORARILY OR PERMANENTLY CEASES.
6. TEMPORARY OR PERMANENT DITCHES OR SWALES BEING USED AS A SEDIMENT CONTAINMENT SYSTEM DURING CONSTRUCTION (WITH PROPERLY DESIGNED ROCK-DITCH CHECKS, BIO ROLLS, SILT DIKES, ETC.) DO NOT NEED TO BE STABILIZED. PERMITTEES MUST STABILIZE THESE AREAS WITHIN 24 HOURS AFTER THEIR USE AS A SEDIMENT CONTAINMENT SYSTEM CEASES.
7. PERMITTEES MUST NOT USE MULCH, HYDROMULCH, TACKIFIER, POLYACRYLAMIDE OR SIMILAR EROSION PREVENTION PRACTICES WITHIN ANY PORTION OF THE NORMAL WETTED PERIMETER OF A TEMPORARY OR PERMANENT DRAINAGE DITCH OR SWALE SECTION WITH A CONTINUOUS SLOPE OF GREATER THAN 2 PERCENT.
8. PERMITTEES MUST PROVIDE TEMPORARY OR PERMANENT ENERGY DISSIPATION AT ALL PIPE OUTLETS WITHIN 24 HOURS AFTER CONNECTION TO A SURFACE WATER OR PERMANENT STORMWATER TREATMENT SYSTEM.

9. PERMITTEES MUST NOT DISTURB MORE LAND (I.E., PHASING) THAN CAN BE EFFECTIVELY INSPECTED AND MAINTAINED IN ACCORDANCE WITH SECTION 11.

SEDIMENT CONTROL (SECTION 9):

1. PERMITTEES MUST ESTABLISH SEDIMENT CONTROL BMP'S ON ALL DOWNGRADIENT PERIMETERS OF THE SITE AND DOWNGRADIENT AREAS OF THE SITE THAT DRAIN TO ANY SURFACE WATER, INCLUDING CURB AND GUTTER SYSTEMS. PERMITTEES MUST LOCATE SEDIMENT CONTROL PRACTICES UPGRADIENT OF ANY BUFFER ZONES. PERMITTEES MUST INSTALL SEDIMENT CONTROL PRACTICES BEFORE ANY UPGRADIENT LAND-DISTURBING ACTIVITIES BEGIN AND MUST KEEP THE SEDIMENT CONTROL PRACTICES IN PLACE UNTIL THEY ESTABLISH PERMANENT COVER.
2. IF DOWNGRADIENT SEDIMENT CONTROLS ARE OVERLOADED, BASED ON FREQUENT FAILURE OR EXCESSIVE MAINTENANCE REQUIREMENTS, PERMITTEES MUST INSTALL ADDITIONAL UPGRADIENT SEDIMENT CONTROL PRACTICES OR REDUNDANT BMP'S TO ELIMINATE THE OVERLOADING AND AMEND THE SWPPP TO IDENTIFY THESE ADDITIONAL PRACTICES AS REQUIRED IN ITEM 6.3.
3. TEMPORARY OR PERMANENT DRAINAGE DITCHES AND SEDIMENT BASINS DESIGNED AS PART OF A SEDIMENT CONTAINMENT SYSTEM (E.G., DITCHES WITH ROCK-CHECK DAMS) REQUIRE SEDIMENT CONTROL PRACTICES ONLY AS APPROPRIATE FOR SITE CONDITIONS.
4. A FLOATING SILT CURTAIN PLACED IN THE WATER IS NOT A SEDIMENT CONTROL BMP TO SATISFY ITEM 9.2 EXCEPT WHEN WORKING ON A SHORELINE OR BELOW THE WATERLINE. IMMEDIATELY AFTER THE SHORT TERM CONSTRUCTION ACTIVITY (E.G., INSTALLATION OF RIP RAP ALONG THE SHORELINE) IN THAT AREA IS COMPLETE, PERMITTEES MUST INSTALL AN UPLAND PERIMETER CONTROL PRACTICE IF EXPOSED SOILS STILL DRAIN TO A SURFACE WATER.
5. PERMITTEES MUST RE-INSTALL ALL SEDIMENT CONTROL PRACTICES ADJUSTED OR REMOVED TO ACCOMMODATE SHORT-TERM ACTIVITIES SUCH AS CLEARING OR GRUBBING, OR PASSAGE OF VEHICLES. IMMEDIATELY AFTER THE SHORT-TERM ACTIVITY IS COMPLETED, PERMITTEES MUST RE-INSTALL SEDIMENT CONTROL PRACTICES BEFORE THE NEXT PRECIPITATION EVENT EVEN IF THE SHORT-TERM ACTIVITY IS NOT COMPLETE.
6. PERMITTEES MUST PROTECT ALL STORM DRAIN INLETS USING APPROPRIATE BMP'S DURING CONSTRUCTION UNTIL THEY ESTABLISH PERMANENT COVER ON ALL AREAS WITH POTENTIAL FOR DISCHARGING TO THE INLET.
7. PERMITTEES MAY REMOVE AN INLET IF A PARTICULAR INLET IS A SPECIFIC SAFETY CONCERN (E.G. STREET FLOODING/FREEZING) IS IDENTIFIED BY THE PERMITTEES OR THE JURISDICTIONAL AUTHORITY (E.G., CITY/COUNTY/TOWNSHIP/MINNESOTA DEPARTMENT OF TRANSPORTATION ENGINEER). PERMITTEES MUST DOCUMENT THE NEED FOR REMOVAL IN THE SWPPP.
8. PERMITTEES MUST PROVIDE SILT FENCE OR OTHER EFFECTIVE SEDIMENT CONTROLS AT THE BASE OF STOCKPILES ON THE DOWNGRADIENT PERIMETER.
9. PERMITTEES MUST LOCATE STOCKPILES OUTSIDE OF NATURAL BUFFERS OR SURFACE WATERS, INCLUDING STORMWATER CONVEYANCES SUCH AS CURB AND GUTTER SYSTEMS UNLESS THERE IS A BYPASS IN PLACE FOR THE STORMWATER.
10. PERMITTEES MUST INSTALL A VEHICLE TRACKING BMP TO MINIMIZE THE TRACK OUT OF SEDIMENT FROM THE CONSTRUCTION SITE OR ONTO PAVED ROADS WITHIN THE SITE.
11. PERMITTEES MUST USE STREET SWEEPING IF VEHICLE TRACKING BMP'S ARE NOT ADEQUATE TO PREVENT SEDIMENT TRACKING ONTO THE STREET.
12. PERMITTEES MUST PRESERVE TEMPORARY SEDIMENT BASINS AS REQUIRED IN SECTION 14.
13. IN ANY AREAS OF THE SITE WHERE FINAL VEGETATIVE STABILIZATION WILL OCCUR, PERMITTEES MUST RESTRICT VEHICLE AND EQUIPMENT USE TO MINIMIZE SOIL COMPACTION.
14. PERMITTEES MUST PRESERVE TOPSOIL ON THE SITE, UNLESS INFEASIBLE.
15. PERMITTEES MUST DIRECT DISCHARGES FROM BMP'S TO VEGETATED AREAS UNLESS INFEASIBLE.
16. PERMITTEES MUST PRESERVE A 50 FOOT NATURAL BUFFER OR, IF A BUFFER IS INFEASIBLE ON THE SITE, PROVIDE REDUNDANT (DOUBLE) PERIMETER SEDIMENT CONTROLS WHEN A SURFACE WATER IS LOCATED WITHIN 50 FEET OF THE PROJECT'S EARTH DISTURBANCES AND STORMWATER FLOWS TO THE SURFACE WATER. PERMITTEES MUST INSTALL PERIMETER SEDIMENT CONTROLS AT LEAST 5 FEET APART UNLESS LIMITED BY LACK OF AVAILABLE SPACE. NATURAL BUFFERS ARE NOT REQUIRED ADJACENT TO ROAD DITCHES, JUDICIAL DITCHES, COUNTY DITCHES, STORMWATER CONVEYANCE CHANNELS, STORM DRAIN INLETS, AND SEDIMENT BASINS. IF PRESERVING THE BUFFER IS INFEASIBLE, PERMITTEES MUST DOCUMENT THE REASONS IN THE SWPPP. STREET PILING IS A REDUNDANT PERIMETER CONTROL IF INSTALLED IN A MANNER THAT RETAINS DATE OF THE NOT.
17. PERMITTEES MUST USE POLYMERS, FLOCCULANTS, OR OTHER SEDIMENTATION TREATMENT CHEMICALS IN ACCORDANCE WITH ACCEPTED ENGINEERING PRACTICES, DOSING SPECIFICATIONS AND SEDIMENT REMOVAL DESIGN SPECIFICATIONS PROVIDED BY THE MANUFACTURER OR SUPPLIER. THE PERMITTEES MUST USE CONVENTIONAL EROSION AND SEDIMENT CONTROLS PRIOR TO CHEMICAL ADDITION AND MUST DIRECT TREATED STORMWATER TO A SEDIMENT CONTROL SYSTEM FOR FILTRATION OR SETTLEMENT OF THE FLOC PRIOR TO DISCHARGE.

DEWATERING AND BASIN DRAINING (SECTION 10):

1. PERMITTEES MUST DISCHARGE TURBID OR SEDIMENT-LADEN WATERS RELATED TO DEWATERING OR BASIN DRAINING (E.G., PUMPED DISCHARGES, TRENCH/DITCH CUTS FOR DRAINAGE) TO A TEMPORARY OR PERMANENT SEDIMENT BASIN ON THE PROJECT SITE UNLESS INFEASIBLE. PERMITTEES MAY DEWATER TO SURFACE WATERS IF THEY VISUALLY CHECK TO ENSURE ADEQUATE TREATMENT HAS BEEN OBTAINED AND PERMANENCE OF THE SEDIMENT IN THE BASIN IS GUARANTEED. MINN. R. 7050.0210, SUBP. 2) WILL NOT RESTRICT DEWATERING TO SURFACE WATERS IF PERMITTEES CANNOT DISCHARGE THE WATER TO A SEDIMENTATION BASIN PRIOR TO ENTERING A SURFACE WATER. PERMITTEES MUST TREAT IT WITH APPROPRIATE BMP'S SUCH THAT THE DISCHARGE DOES NOT ADVERSELY AFFECT THE SURFACE WATER OR DOWNSTREAM PROPERTIES.
2. IF PERMITTEES MUST CONTAINING OIL OR OTHER CONTAMINANTS, THEY MUST USE AN OIL-WATER SEPARATOR OR SUITABLE FILTRATION DEVICE (E.G., CARTRIDGE FILTERS, ABSORBENTS PADS) PRIOR TO DISCHARGE.
3. PERMITTEES MUST DISCHARGE ALL WATER FROM DEWATERING OR BASIN-DRAINING ACTIVITIES IN A MANNER THAT DOES NOT CAUSE EROSION OR SCOUR IN THE IMMEDIATE VICINITY OF DISCHARGE POINTS OR INUNDATION OF WETLANDS IN THE IMMEDIATE VICINITY OF DISCHARGE POINTS THAT CAUSES SIGNIFICANT ADVERSE IMPACT TO THE WETLAND.
4. IF PERMITTEES USE FILTERS WITH BACKWASH WATER, THEY MUST HAUL THE BACKWASH WATER AWAY FOR DISPOSAL, RETURN THE BACKWASH WATER TO THE BEGINNING OF THE TREATMENT PROCESS, OR INCORPORATE THE BACKWASH WATER INTO THE SITE IN A MANNER THAT DOES NOT CAUSE EROSION.

INSPECTIONS AND MAINTENANCE (SECTION 11):

1. PERMITTEES MUST ENSURE A TRAINED PERSON, AS IDENTIFIED IN ITEM 21.2.B, WILL INSPECT THE ENTIRE CONSTRUCTION SITE AT LEAST ONCE EVERY SEVEN (7) CALENDAR DAYS DURING CONSTRUCTION AND WITHIN 24 HOURS AFTER A RAINFALL EVENT GREATER THAN 1/2 INCH IN 24 HOURS.
2. PERMITTEES MUST INSPECT AND MAINTAIN ALL PERMANENT STORMWATER TREATMENT BMP'S.
3. PERMITTEES MUST INSPECT ALL EROSION PREVENTION AND SEDIMENT CONTROL BMP'S AND POLLUTION PREVENTION MANAGEMENT MEASURES TO ENSURE INTEGRITY AND EFFECTIVENESS. PERMITTEES MUST REPAIR, REPLACE OR SUPPLEMENT ALL NONFUNCTIONAL BMP'S WITH FUNCTIONAL BMP'S BY THE END OF THE NEXT BUSINESS DAY AFTER DISCOVERY UNLESS ANOTHER TIME FRAME IS SPECIFIED IN ITEM 11.5 OR 11.6. PERMITTEES MAY TAKE ADDITIONAL TIME IF FIELD CONDITIONS PREVENT ACCESS TO THE AREA.
4. DURING EACH INSPECTION, PERMITTEES MUST INSPECT SURFACE WATERS, INCLUDING DRAINAGE DITCHES AND CONVEYANCE SYSTEMS BUT NOT CURBS AND GUTTER SYSTEMS, FOR EVIDENCE OF EROSION AND SEDIMENT DEPOSITION. PERMITTEES MUST REMOVE ALL DELTAS AND SEDIMENT DEPOSITED IN SURFACE WATERS, INCLUDING DRAINAGE WAYS, CATCH BASINS, AND OTHER DRAINAGE SYSTEMS AND REESTABLISH THE AREAS WHERE SEDIMENT REMOVAL RESULTS IN EXPOSED SOIL. PERMITTEES MUST COMPLETE REMOVAL AND STABILIZATION WITHIN SEVEN (7) CALENDAR DAYS OF DISCOVERY UNLESS PRECLUDED BY LEGAL, REGULATORY, OR PHYSICAL ACCESS CONSTRAINTS. PERMITTEES MUST USE ALL REASONABLE EFFORTS TO OBTAIN ACCESS. IF PRECLUDED, REMOVAL AND STABILIZATION MUST TAKE PLACE WITHIN SEVEN (7) DAYS OF OBTAINING ACCESS. PERMITTEES ARE RESPONSIBLE FOR CONTACTING ALL LOCAL, REGIONAL, STATE AND FEDERAL AUTHORITIES AND RECEIVING ANY APPLICABLE PERMITS, PRIOR TO CONDUCTING ANY WORK IN SURFACE WATERS.
5. PERMITTEES MUST INSPECT CONSTRUCTION SITE VEHICLE EXIT LOCATIONS, STREETS AND CURB AND GUTTER SYSTEMS WITHIN AND ADJACENT TO THE PROJECT FOR SEDIMENTATION FROM EROSION OR TRACKED SEDIMENT FROM VEHICLES. PERMITTEES MUST REMOVE SEDIMENT FROM ALL PAVED SURFACES WITHIN ONE (1) CALENDAR DAY OF DISCOVERY OR, IF APPLICABLE, WITHIN A SHORTER TIME TO AVOID A SAFETY HAZARD TO USERS OF PUBLIC STREETS.
6. PERMITTEES MUST REPAIR, REPLACE OR SUPPLEMENT ALL PERIMETER CONTROL DEVICES WHEN THEY BECOME NON-FUNCTIONAL OR THE SEDIMENT REACHES 1/2 OF THE HEIGHT OF THE DEVICE.
7. PERMITTEES MUST REPAIR, REPLACE OR SUPPLEMENT ALL SEDIMENTATION BASINS AND REMOVE THE SEDIMENT WHEN THE DEPTH OF SEDIMENT COLLECTED IN THE BASIN REACHES 1/2 THE STORAGE VOLUME.
8. PERMITTEES MUST ENSURE THAT AT LEAST ONE INDIVIDUAL PRESENT ON THE SITE (OR AVAILABLE TO THE PROJECT SITE IN THREE (3) CALENDAR DAYS) IS TRAINED IN THE JOB DUTIES DESCRIBED IN ITEM 21.2.B.
9. PERMITTEES MAY ADJUST THE INSPECTION SCHEDULE DESCRIBED IN ITEM 11.2 AS FOLLOWS:
 - a. INSPECTIONS OF AREAS WITH PERMANENT COVER CAN BE REDUCED TO ONCE PER MONTH, EVEN IF CONSTRUCTION ACTIVITY CONTINUES ON OTHER PORTIONS OF THE SITE; OR
 - b. WHERE SITES HAVE PERMANENT COVER ON ALL EXPOSED SOIL AND NO CONSTRUCTION ACTIVITY IS OCCURRING ANYWHERE ON THE SITE, INSPECTIONS CAN BE REDUCED TO ONCE PER MONTH AND, AFTER 12 MONTHS, MAY BE SUSPENDED COMPLETELY UNTIL CONSTRUCTION ACTIVITY RESUMES. THE MPCA MAY REQUIRE INSPECTIONS TO RESUME IF CONDITIONS WARRANT; OR
 - c. WHERE CONSTRUCTION ACTIVITY HAS BEEN SUSPENDED DUE TO FROZEN GROUND CONDITIONS, INSPECTIONS MAY BE SUSPENDED. INSPECTIONS MUST RESUME WITHIN 24 HOURS OF RUNOFF OCCURRING, OR UPON RESUMING CONSTRUCTION, WHICHEVER COMES FIRST.
10. PERMITTEES MUST RECORD ALL INSPECTIONS AND MAINTENANCE ACTIVITIES WITHIN 24 HOURS OF BEING CONDUCTED AND THESE RECORDS MUST BE RETAINED WITH THE SWPPP. THESE RECORDS MUST INCLUDE:
 - a. DATE AND TIME OF INSPECTIONS; AND
 - b. NAME OF PERSONS CONDUCTING INSPECTIONS; AND
 - c. ACCURATE FINDINGS OF INSPECTIONS, INCLUDING THE SPECIFIC LOCATION WHERE CORRECTIVE ACTIONS ARE NEEDED; AND
 - d. CORRECTIVE ACTIONS TAKEN (INCLUDING DATES, TIMES, AND PARTY COMPLETING MAINTENANCE ACTIVITIES); AND
 - e. DATE OF ALL RAINFALL EVENTS GREATER THAN 1/2 INCHES IN 24 HOURS, AND THE AMOUNT OF RAINFALL FOR EACH EVENT. PERMITTEES MUST OBTAIN RAINFALL AMOUNTS BY EITHER A PROPERLY MAINTAINED RAIN GAUGE INSTALLED ONSITE, A WEATHER STATION THAT IS WITHIN ONE (1) MILE OF YOUR LOCATION, OR A WEATHER REPORTING STATION THAT PROVIDES SITE SPECIFIC RAINFALL DATA FROM RADAR SOURCES; AND

1. IF PERMITTEES OBSERVE A DISCHARGE DURING THE INSPECTION, THEY MUST RECORD AND SHOULD PHOTOGRAPH AND DESCRIBE THE LOCATION OF THE DISCHARGE (I.E., COLOR, ODOR, SETTLED OR SUSPENDED SOLIDS, OIL SHEEN, AND OTHER OBVIOUS INDICATORS OF POLLUTANTS); AND
9. ANY AMENDMENTS TO THE SWPPP PROPOSED AS A RESULT OF THE INSPECTION MUST BE DOCUMENTED AS REQUIRED IN SECTION 6 WITHIN SEVEN (7) CALENDAR DAYS.

POLLUTION PREVENTION MANAGEMENT (SECTION 12):

1. PERMITTEES MUST PLACE BUILDING PRODUCTS AND LANDSCAPE MATERIALS UNDER COVER (E.G., PLASTIC SHEETING OR TEMPORARY ROOFS) OR PROTECT THEM BY SIMILARLY EFFECTIVE MEANS DESIGNED TO MINIMIZE CONTACT WITH STORMWATER. PERMITTEES ARE NOT REQUIRED TO COVER OR PROTECT PRODUCTS WHICH ARE EITHER NOT A SOURCE OF CONTAMINATION TO STORMWATER OR ARE DESIGNED TO BE EXPOSED TO STORMWATER.
2. PERMITTEES MUST PLACE PESTICIDES, FERTILIZERS AND TREATMENT CHEMICALS UNDER COVER (E.G., PLASTIC SHEETING OR TEMPORARY ROOFS) OR PROTECT THEM BY SIMILARLY EFFECTIVE MEANS DESIGNED TO MINIMIZE CONTACT WITH STORMWATER.
3. PERMITTEES MUST STORE HAZARDOUS MATERIALS AND TOXIC WASTE, (INCLUDING OIL, DIESEL FUEL, GASOLINE, HYDRAULIC FLUIDS, PAINT SOLVENTS, PETROLEUM-BASED PRODUCTS, WOOD PRESERVATIVES, ADDITIVES, CURING COMPOUNDS, AND ACIDS) IN SEALED CONTAINERS TO PREVENT SPILLS, LEAKS OR OTHER DISCHARGE. STORAGE AND DISPOSAL OF HAZARDOUS WASTE MATERIALS MUST BE IN COMPLIANCE WITH MINN. R. CH. 7045 INCLUDING SECONDARY CONTAINMENT AS APPLICABLE.
4. PERMITTEES MUST PROPERLY STORE, COLLECT AND DISPOSE SOLID WASTE IN COMPLIANCE WITH MINN. R. CH. 7035.
5. PERMITTEES MUST POSITION PORTABLE TOILETS SO THEY ARE SECURE AND WILL NOT TIP OR BE KNOCKED OVER. PERMITTEES MUST PROPERLY DISPOSE SANITARY WASTE IN ACCORDANCE WITH MINN. R. CH. 7041.
6. PERMITTEES MUST TAKE REASONABLE STEPS TO PREVENT THE DISCHARGE OF SPILLED OR LEAKED CHEMICALS, INCLUDING FUEL, FROM ANY AREA WHERE CHEMICALS OR FUEL WILL BE LOADED OR UNLOADED INCLUDING THE USE OF DRIP PANS OR ABSORBENTS UNLESS INFEASIBLE. PERMITTEES MUST ENSURE ADEQUATE SUPPLIES ARE AVAILABLE AT ALL TIMES TO CLEAN UP DISCHARGED MATERIALS AND THAT AN APPROPRIATE DISPOSAL METHOD IS AVAILABLE FOR RECOVERED SPILLED MATERIALS. PERMITTEES MUST REPORT AND CLEAN UP SPILLS IMMEDIATELY AS REQUIRED BY MINN. STAT. 115.061, USING DRY CLEAN UP MEASURES WHERE POSSIBLE.
7. PERMITTEES MUST LIMIT VEHICLE EXTERIOR WASHING AND EQUIPMENT TO A DEFINED AREA OF THE SITE. PERMITTEES MUST CONTAIN RUNOFF FROM THE WASHING AREA IN A SEDIMENT BASIN OR OTHER SIMILARLY EFFECTIVE CONTROLS AND MUST DISPOSE WASTE FROM THE WASHING ACTIVITY PROPERLY. PERMITTEES MUST PROPERLY USE AND STORE SOAPS, DETERGENTS, OR SOLVENTS.
8. PERMITTEES MUST PROVIDE EFFECTIVE CONTAINMENT FOR ALL LIQUID AND SOLID WASTES GENERATED BY WASHOUT OPERATIONS (E.G., CONCRETE, STUCCO, PAINT, FORM RELEASE OILS, CURING COMPOUNDS AND OTHER CONSTRUCTION MATERIALS) RELATED TO THE CONSTRUCTION ACTIVITY. PERMITTEES MUST PREVENT LIQUID AND SOLID WASHOUT WASTES FROM CONTACTING THE GROUND AND MUST DESIGN THE CONTAINMENT SO IT DOES NOT RESULT IN RUNOFF FROM THE WASHOUT OPERATIONS OR AREAS. PERMITTEES MUST PROPERLY DISPOSE LIQUID AND SOLID WASTES IN COMPLIANCE WITH MPCA RULES. PERMITTEES MUST INSTALL A SIGN INDICATING THE LOCATION OF THE WASHOUT FACILITY.

PERMIT TERMINATION (SECTION 4 AND SECTION 13):

1. PERMITTEES MUST SUBMIT A NOT WITHIN 30 DAYS AFTER ALL TERMINATION CONDITIONS LISTED IN SECTION 13 ARE COMPLETE.
2. PERMITTEES MUST SUBMIT A NOT WITHIN 30 DAYS AFTER SELLING OR OTHERWISE LEGALLY TRANSFERRING THE ENTIRE SITE, INCLUDING PERMIT RESPONSIBILITY FOR ROADS (E.G., STREET SWEEPING) AND STORMWATER INFRASTRUCTURE FINAL CLEAN OUT, OR TRANSFERRING PORTIONS OF A SITE TO ANOTHER PARTY, THE PERMITTEES' COVERAGE UNDER THIS PERMIT TERMINATES AT MIDNIGHT ON THE SUBMISSION DATE OF THE NOT.
3. PERMITTEES MUST COMPLETE ALL CONSTRUCTION ACTIVITY AND MUST INSTALL PERMANENT COVER OVER ALL AREAS PRIOR TO SUBMITTING THE NOT. VEGETATIVE COVER MUST CONSIST OF A UNIFORM PERENNIAL VEGETATION WITH A DENSITY OF 70 PERCENT OF ITS EXPECTED FINAL GROWTH. VEGETATION IS NOT REQUIRED WHERE THE FUNCTION OF A SPECIFIC AREA DICTATES NO VEGETATION, SUCH AS IMPERVIOUS SURFACES OR THE BASE OF A SAND FILTER.
4. PERMITTEES MUST CLEAN THE PERMANENT STORMWATER TREATMENT SYSTEM OF ANY ACCUMULATED SEDIMENT AND MUST ENSURE THE SYSTEM MEETS ALL APPLICABLE REQUIREMENTS IN SECTION 15 THROUGH 19 AND IS OPERATING AS DESIGNED.
5. PERMITTEES MUST REMOVE ALL SEDIMENT FROM CONVEYANCE SYSTEMS PRIOR TO SUBMITTING THE NOT.
6. PERMITTEES MUST REMOVE ALL TEMPORARY SYNTHETIC EROSION PREVENTION AND SEDIMENT CONTROL BMP'S PRIOR TO SUBMITTING THE NOT. PERMITTEES MAY LEAVE BMP'S DESIGNED TO DECOMPOSE ON-SITE IN PLACE.
7. FOR RESIDENTIAL CONSTRUCTION ONLY, PERMIT COVERAGE TERMINATES ON INDIVIDUAL LOTS IF THE STRUCTURES ARE FINISHED AND TEMPORARY EROSION PREVENTION AND DOWNGRADIENT PERIMETER CONTROL IS COMPLETE, THE RESIDENCE SELLS TO THE HOMEOWNER, AND THE PERMITTEE DISTRIBUTES THE MPCA'S "HOMEOWNER FACT SHEET" TO THE HOMEOWNER.
8. FOR CONSTRUCTION PROJECTS ON AGRICULTURAL LAND (E.G., PIPELINES ACROSS CROPLAND), PERMITTEES MUST RETURN THE DISTURBED LAND TO ITS PRECONSTRUCTION AGRICULTURAL USE PRIOR TO SUBMITTING THE NOT.

SEED NOTES:

ALL SEED MIXES AND APPLICATION SHALL BE IN ACCORDANCE WITH THE MNDOT SEEDING MANUAL.

GENERAL RECOMMENDATIONS:

THE CONTRACTOR IS RESPONSIBLE TO SALVAGE AND PRESERVE EXISTING TOPSOIL NECESSARY FOR FINAL STABILIZATION AND TO ALSO MINIMIZE COMPACTION IN ALL LANDSCAPE AREAS. IMMEDIATELY BEFORE SEEDING THE SOIL SHALL BE TILLED TO A MINIMUM DEPTH OF 3 INCHES.

TEMPORARY EROSION CONTROL SEEDING, MULCHING & BLANKET.

SEED

- TEMPORARY SEED SHALL BE MNDOT SEED MIX 21-112 (WINTER WHEAT COVER CROP) FOR WINTER AND 21-111 (OATS COVER CROP) FOR SPRING/SUMMER APPLICATIONS. BOTH SEED MIXES SHALL BE APPLIED AT A SEEDING RATE OF 100 LBS/ACRE.

MULCH

- IMMEDIATELY AFTER SEEDING, WITHIN 24 HOURS, MNDOT TYPE 1 MULCH SHOULD BE APPLIED TO PROTECT AND ENHANCE SEED GERMINATION. MULCH SHALL BE APPLIED AT 90% COVERAGE (2 TONS PER ACRE OF STRAW MULCH)

SLOPES

- 3:1 (HORIZ:VERT.) OR FLATTER MULD SHALL BE COVERED WITH MULCH
- SLOPES STEEPER THAN 3:1 OR DITCH BOTTOMS SHALL BE COVERED WITH EROSION CONTROL BLANKET.
- SEE PLAN FOR MORE DETAILED DITCH AND STEEP SLOPE EROSION CONTROL TREATMENTS.

TRAINING SECTION 21

DESIGN ENGINEER: DAVID J. KNAEBLE P.E.
TRAINING COURSE: DESIGN OF SWPPP
TRAINING ENTITY: UNIVERSITY OF MINNESOTA
INSTRUCTOR: JOHN CHAPMAN
DATES OF TRAINING COURSE: 8/22/2012- 8/23/2012
TOTAL TRAINING HOURS: 12
DATE OF RECERTIFICATION: 1/3/2025
EXPIRATION: 5/31/2028

OWNER INFORMATION

UNITY TEMPLE CHURCH OF GOD
PO BOX 29035
BROOKLYN CENTER, MN 55429
763-537-6996
INFO@UNITYTEMPLECOGIC.ORG

AREAS AND QUANTITIES:

SITE AREA CALCULATIONS						
		EXISTING CONDITION		PROPOSED CONDITION		
IMPERVIOUS SURFACES						
BUILDING COVERAGE		3,816 SF	2.8%		5,886 SF	4.3%
PAVEMENT		21,692 SF	15.8%		57,323 SF	41.6%
TOTAL		25,508 SF	18.5%	0.6 AC	63,209 SF	45.9%
PERVIOUS SURFACES						1.5 AC
TOTAL		112,192 SF	81.5%	2.6 AC	74,491 SF	54.1%
TOTAL SITE AREA		137,700 SF	100.0%	3.2 AC	137,700 SF	100.0%
DIFFERENCE (EX. VS PROP.)		37,701 SF	27.4%			
DISTURBED AREA		99,078 SF	2.3 AC			
EROSION CONTROL QUANTITIES						
DISTURBED AREA		99,078 SF				
SILT FENCE/BIO-ROLL		2,020 LF				
EROSION CONTROL BLANKET		9,200 SF				
INLET PROTECTION DEVICES		7 EA				

NOTE: QUANTITIES ARE FOR INFORMATIONAL PURPOSES ONLY. CONTRACTOR SHALL DETERMINE FOR THEMSELVES THE EXACT QUANTITIES FOR BIDDING AND CONSTRUCTION.

SWPPP CONTACT PERSON

CONTRACTOR:

SWPPP INSPECTOR TRAINING:

ALL SWPPP INSPECTIONS MUST BE PERFORMED BY A PERSON THAT MEETS THE TRAINING REQUIREMENTS OF THE NPDES CONSTRUCTION SITE PERMIT. TRAINING CREDENTIALS SHALL BE PROVIDED BY THE CONTRACTOR AND KEPT ON SITE WITH THE SWPPP

PARTY RESPONSIBLE FOR LONG TERM OPERATION AND MAINTENANCE OF

PERMANENT STORM WATER MANAGEMENT SYSTEM

PERMANENT STORMWATER MANAGEMENT IS REQUIRED AS PART OF THIS PROJECT TO MEET NPDES PERMIT REQUIREMENTS. THE PROPERTY OWNER IS RESPONSIBLE FOR THE LONG TERM OPERATION AND MAINTENANCE OF THE PROPOSED STORMWATER SYSTEM.

SWPPP ATTACHMENTS (ONLY APPLICABLE IF SITE IS 1 ACRE OR GREATER):

CONTRACTOR SHALL OBTAIN A COPY OF THE FOLLOWING SWPPP ATTACHMENTS WHICH ARE A PART OF THE OVERALL SWPPP PACKAGE:
ATTACHMENT A. CONSTRUCTION SWPPP TEMPLATE - SITE SPECIFIC SWPPP DOCUMENT
ATTACHMENT B. CONSTRUCTION STORMWATER INSPECTION CHECKLIST
ATTACHMENT C. MAINTENANCE PLAN FOR PERMANENT STORM WATER TREATMENT SYSTEMS
ATTACHMENT D. STORMWATER MANAGEMENT REPORT - ON FILE AT THE OFFICE OF PROJECT ENGINEER. AVAILABLE UPON REQUEST.
ATTACHMENT E. GEOTECHNICAL EVALUATION REPORT - ON FILE AT THE OFFICE OF PROJECT ENGINEER. AVAILABLE UPON REQUEST.

SUPPLEMENTARY SITE SPECIFIC EROSION CONTROL NOTES:

THESE NOTES SUPERCEDE ANY GENERAL SWPPP NOTES.

THIS PROJECT IS GREATER THAN 1.0 ACRES SO AN NPDES PERMIT IS REQUIRED AND NEEDS TO BE SUBMITTED TO THE MPCA. THE CONTRACTOR IS REQUIRED TO FOLLOW THE GUIDELINES IN THE NPDES PERMIT THROUGHOUT CONSTRUCTION.

PROJECT NARRATIVE:

PROJECT IS A PROPOSED CHURCH ADDITION. SITE, GRADING, UTILITY AND LANDSCAPE IMPROVEMENTS WILL OCCUR.

NATIVE BUFFER NARRATIVE:

PRESERVING A 50 FOOT NATURAL BUFFER AROUND WATER BODIES IS NOT REQUIRED OF THIS PROJECT BECAUSE WATER BODIES ARE NOT LOCATED ON SITE.

INFILTRATION NARRATIVE:

INFILTRATION IS PROVIDED AS PART OF THE PROJECTS PERMANENT STORM WATER MANAGEMENT SYSTEM.

SOIL CONTAMINATION NARRATIVE:

SOILS ONSITE HAVE NOT BEEN IDENTIFIED AS CONTAMINATED.

SPECIAL TMDL BMP REQUIREMENTS SITE SPECIFIC (IF REQUIRED):

THIS PROJECT IS WITHIN ONE MILE AND DISCHARGES TO UPPER TWIN LAKE - UPPER TWIN LA

NOTE: THIS INSPECTION REPORT DOES NOT ADDRESS ALL ASPECTS OF THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM/STATE DISPOSAL SYSTEM (NPDES/SDS) CONSTRUCTION STORMWATER PERMIT (PERMIT) ISSUED ON AUGUST 1, 2018. THE COMPLETION OF THIS CHECKLIST DOES NOT GUARANTEE THAT ALL PERMIT REQUIREMENTS ARE IN COMPLIANCE; IT IS THE RESPONSIBILITY OF THE PERMITEE(S) TO READ AND UNDERSTAND THE PERMIT REQUIREMENTS.

SITE NAME: _____
 SITE ADDRESS: _____ PERMIT NUMBER: _____
 CITY: _____ STATE: _____ ZIP CODE: _____

INSPECTOR NAME: _____ PHONE NUMBER: _____
 ORGANIZATION/COMPANY MAN: _____
 DATE (MM/DD/YYYY): _____ TIME: _____ AM / PM Y N
 IS THE INSPECTOR CERTIFIED IN SEDIMENT AND EROSION CONTROL AND IS IT DOCUMENTED IN THE STORMWATER POLLUTION PREVENTION PLAN (SWPPP)? ☐ ☐
 IS THIS INSPECTION ROUTINE OR IN RESPONSE TO A STORM EVENT:
 7 DAY RAIN
 ☐ ☐

RAINFALL AMOUNT (IF APPLICABLE): _____ Y N

IS SITE WITHIN ONE AERIAL MILE OF SPECIAL OR IMPAIRED WATER THAT CAN POTENTIALLY RECEIVE DISCHARGE FROM THE SITE? ☐ ☐

IF YES, FOLLOW SECTION 23 AND OTHER APPLICABLE PERMIT REQUIREMENTS

NOTE: IF N/A IS SELECTED AT ANY TIME, SPECIFY WHY IN THE COMMENT AREA FOR THAT SECTION

	Y	N	N/A
1. ARE SOILS STABILIZED WHERE NO CONSTRUCTION ACTIVITY HAS OCCURRED FOR 14 DAYS (INCLUDING STOCKPILES)? (7 DAYS WHERE APPLICABLE, OR 24 HOURS DURING MINNESOTA DEPARTMENT OF NATURAL RESOURCES [DNR] FISH SPAWNING RESTRICTIONS)	☐	☐	☐
2. HAS THE NEED TO DISTURB STEEP SLOPES BEEN MINIMIZED?	☐	☐	☐
3. IF STEEP SLOPES ARE DISTURBED, ARE STABILIZATION PRACTICES DESIGNED FOR STEEP SLOPES USED?	☐	☐	☐
4. ALL DITCHES/SWALES STABILIZED 200' BACK FROM POINT OF DISCHARGE OR PROPERTY EDGE WITHIN 24 HOURS? (MULCH, HYDROMULCH, TACKIFIER, OR SIMILAR BEST MANAGEMENT PRACTICES [BMPs] ARE NOT ACCEPTABLE IN DITCHES/SWALES IF THE SLOPE IS GREATER THAN 2% AND APPROPRIATE BMPs INSTALLED PROTECTING INLETS/OUTLETS)	☐	☐	☐
5. DO PIPE OUTLETS HAVE ENERGY DISSIPATION (WITHIN 24 HOURS OF CONNECTION)?	☐	☐	☐
6. IS CONSTRUCTION PHASING BEING FOLLOWED IN ACCORDANCE WITH THE SWPPP?	☐	☐	☐
7. ARE AREAS NOT TO BE DISTURBED MARKED OFF (FLAGS, SIGNS, ETC.)?	☐	☐	☐

COMMENTS

1.	ARE PERIMETER SEDIMENT CONTROLS INSTALLED PROPERLY ON ALL DOWN GRADIENT PERIMETERS?	Y	N	N/A
2.	ARE APPROPRIATE BMPs INSTALLED PROTECTING INLETS, CATCH BASINS, AND CULVERT INLETS? IS A 50 FOOT NATURAL BUFFER PRESERVED AROUND ALL SURFACE WATERS DURING CONSTRUCTION?			
3.	1. IF NO, HAVE REDUNDANT SEDIMENT CONTROLS BEEN INSTALLED?			
4.	DO ALL ERODIBLE STOCKPILES HAVE PERIMETER CONTROL IN PLACE?			
5.	IS THERE A TEMPORARY SEDIMENT BASIN ON SITE, AND IS IT BUILT AS REQUIRED IN SECTION 14 OF THE PERMIT?			
6.	IS SOIL COMPACTION BEING MINIMIZED WHERE NOT DESIGNED FOR COMPACTION?			
7.	IS TOPSOIL BEING PRESERVED UNLESS INFEASIBLE?			
8.	IF CHEMICAL FLOCCULANTS ARE USED, IS THERE A CHEMICAL FLOCCULANT PLAN IN PLACE?			

COMMENTS

	Y	N	N/A
1. ARE ALL PREVIOUSLY STABILIZED AREAS MAINTAINING GROUND COVER?	☐	☐	☐
2. ARE PERIMETER CONTROLS MAINTAINED AND FUNCTIONING PROPERLY. SEDIMENT REMOVED WHEN ONE-HALF FULL?	☐	☐	☐
3. ARE INLET PROTECTION DEVICES MAINTAINED AND ADEQUATELY PROTECTING INLETS?	☐	☐	☐
4. ARE ALL TEMPORARY SEDIMENT BARRIERS BEING MAINTAINED AND FUNCTIONING PROPERLY?	☐	☐	☐
5. ARE VEHICLE TRACKING BMPs AT SITE EXISTS IN PLACE AND MAINTAINED AND FUNCTIONING PROPERLY?	☐	☐	☐
6. IS ALL TRACKED SEDIMENT BEING REMOVED WITHIN 24 HOURS?	☐	☐	☐
7. HAVE ALL SURFACE WATERS, DITCHES, CONVEYANCES, AND DISCHARGE POINTS BEEN INSPECTED?	☐	☐	☐
8. WERE ANY DISCHARGES SEEN DURING THIS INSPECTION (I.E., SEDIMENT, TURBID WATER, OR OTHERWISE)?	☐	☐	☐

IF YES, RECORD THE LOCATION OF ALL POINTS OF DISCHARGE. PHOTOGRAPH AND DESCRIBE THE DISCHARGE (SIZE, COLOR, ODOR, FOAM, OIL SHEEN, TIME, ETC.). DESCRIBE HOW THE DISCHARGE WILL BE ADDRESSED. WAS THE DISCHARGE A SEDIMENT DELTA? IF YES, WILL THE DELTA BE RECOVERED WITHIN SEVEN DAYS AND IN ACCORDANCE WITH ITEM 11.5 OF THE PERMIT?

COMMENTS

	Y	N	N/A
1. ARE ALL CONSTRUCTION MATERIALS THAT CAN LEACH POLLUTANTS UNDER COVER OR PROTECTED?	☐	☐	☐
2. ARE HAZARDOUS MATERIALS BEING PROPERLY STORED?	☐	☐	☐
3. ARE APPROPRIATE BMPs BEING USED TO PREVENT DISCHARGES ASSOCIATED WITH FUELING AND MAINTENANCE OF EQUIPMENT OR VEHICLES?	☐	☐	☐
4. ARE ALL SOLID WASTES BEING PROPERLY CONTAINED AND DISPOSED OF?	☐	☐	☐
5. IS THERE A CONCRETE/OTHER MATERIAL WASHOUT AREA ON SITE AND IS IT BEING USED?	☐	☐	☐
6. IS THE CONCRETE WASHOUT AREA MARKED WITH A SIGN?	☐	☐	☐
7. ARE THE CONCRETE/OTHER MATERIAL WASHOUT AREAS PROPERLY MAINTAINED?	☐	☐	☐

COMMENTS

	Y	N	N/A
1. IS A COPY OF THE SWPPP, INSPECTION RECORDS, AND TRAINING DOCUMENTATION LOCATED ON THE CONSTRUCTION SITE, OR CAN IT BE MADE AVAILABLE WITHIN 72 HOURS?	☐	☐	☐
2. HAS THE SWPPP BEEN FOLLOWED AND IMPLEMENTED ON SITE, AND AMENDED AS NEEDED?	☐	☐	☐
3. IS ANY DEWATERING OCCURRING ON SITE?	☐	☐	☐
IF YES, WHAT BMPs ARE BEING USED TO ENSURE THAT CLEAN WATER IS LEAVING THE SITE AND THE DISCHARGE IS NOT CAUSING EROSION OR SCOUR?	☐	☐	☐

4. WILL A PERMANENT STORMWATER MANAGEMENT SYSTEM BE CREATED FOR THIS PROJECT IF REQUIRED AND IN ACCORDANCE WITH SECTION 15 OF THE PERMIT (IF ADDING AN ACRE OR MORE OF NEW IMPERVIOUS SURFACE)? ☐ ☐ ☐

IF YES, DESCRIBE:

5.	IF INFILTRATION/FILTRATION SYSTEMS ARE BEING CONSTRUCTED, ARE THEY MARKED AND PROTECTED FROM COMPACTION AND SEDIMENTATION?	☐	☐	☐
6.	DESCRIPTION OF AREAS OF NON-COMPLIANCE NOTED DURING THE INSPECTION, REQUIRED CORRECTIVE ACTIONS, AND RECOMMENDED DATE OF COMPLETION OF CORRECTIVE ACTIONS:			

7. PROPOSED AMENDMENTS TO THE SWPPP

8. POTENTIAL AREAS OF FUTURE CONCERN

9. ADDITIONAL COMMENTS

DISCLOSURES:

- AFTER DISCOVERY, THE PERMIT REQUIRES MANY OF THE DEFICIENCIES THAT MAY BE FOUND ON SITE BE CORRECTED WITHIN A SPECIFIED PERIOD OF TIME. SEE PERMIT FOR MORE DETAILS.
- THE PERMITTEE(S) IS/ARE RESPONSIBLE FOR THE INSPECTION AND MAINTENANCE OF TEMPORARY AND PERMANENT WATER QUALITY MANAGEMENT BMPs AS WELL AS EROSION PREVENTION AND SEDIMENT CONTROL BMPs UNTIL ANOTHER PERMITTEE HAS OBTAINED COVERAGE UNDER THIS PERMIT ACCORDING TO SECTION 3. OR THE PROJECT HAS MET THE TERMINATION CONDITIONS OF THE PERMIT AND A NOTICE OF TERMINATION HAS BEEN SUBMITTED TO THE MINNESOTA POLLUTION CONTROL AGENCY.

ATTACHMENT C - ABOVE-GROUND
FACILITY MANAGEMENT SCHEDULE

1. ALL STORMWATER RETENTION, DETENTION AND TREATMENT BASINS MUST BE INSPECTED AT LEAST ONE YEAR TO DETERMINE THAT BASIN RETENTION AND TREATMENT CHARACTERISTICS ARE ADEQUATE. A STORAGE TREATMENT BASIN WILL BE CONSIDERED INADEQUATE IF SEDIMENT HAS DECREASED THE NET STORAGE VOLUME BY 50 PERCENT OR DRY STORAGE VOLUME BY 25 PERCENT OF ITS ORIGINAL DESIGN VOLUME. BASED ON THIS INSPECTION, IF A STORMWATER BASIN REQUIRES SEDIMENT CLEANOUT, THE BASIN WILL BE RESTORED TO ITS ORIGINAL DESIGN CONTOURS AND VEGETATED STATE WITHIN ONE YEAR OF THE INSPECTION DATE.
2. ALL OUTLET STRUCTURES, CULVERTS, OUTFALL STRUCTURES AND OTHER STORMWATER FACILITIES FOR WHICH MAINTENANCE REQUIREMENTS ARE NOT OTHERWISE SPECIFIED HEREIN MUST BE INSPECTED IN THE SPRING, SUMMER AND FALL OF EACH YEAR. WITHIN 30 DAYS OF THE INSPECTION DATE, ALL ACCUMULATED SEDIMENT AND DEBRIS MUST BE REMOVED SUCH THAT EACH STORMWATER FACILITY OPERATES AS DESIGNED AND PERMITTED. CONTRIBUTING DRAINAGE AREAS MUST BE KEPT CLEAR OF LITTER AND VEGETATIVE DEBRIS, INFLOW PIPES AND OVERFLOW SPILLWAYS KEPT CLEAR, INLET AREAS KEPT CLEAR, AND UNDESIRABLE VEGETATION REMOVED. EROSION IMPAIRING THE FUNCTION OR INTEGRITY OF THE FACILITIES, IF ANY, WILL BE CORRECTED, AND ANY STRUCTURAL DAMAGE IMPAIRING OR THREATENING TO IMPAIR THE FUNCTION OF THE FACILITIES MUST BE REPAIRED.
3. VOLUME CONTROL FACILITIES AND CONTRIBUTING DRAINAGE AREAS MUST BE INSPECTED EVERY THREE MONTHS DURING THE OPERATIONAL PERIOD (BETWEEN SPRING SNOWMELT AND FIRST SUBSTANTIAL SNOWFALL) AND MONITORED AFTER RAINFALL EVENTS OF 1 INCH OR MORE TO ENSURE THAT THE CONTRIBUTING DRAINAGE AREA IS CLEAR OF LITTER AND DEBRIS, INFLOW PIPES AND OVERFLOW SPILLWAYS ARE CLEAR, INLET AREAS ARE CLEAN, UNDESIRABLE VEGETATION IS REMOVED AND THERE IS NO EROSION IMPAIRING OR THREATENING TO IMPAIR THE FUNCTION OF A FACILITY. IF SEDIMENT HAS ACCUMULATED IN AN INFILTRATION FEATURE, WITHIN 30 DAYS OF INSPECTION DEPOSITED SEDIMENTS MUST BE REMOVED, THE INFILTRATION CAPACITY OF THE UNDERLYING SOILS MUST BE RESTORED, AND ANY SURFACE DISTURBANCE MUST BE STABILIZED. INSPECTION MUST ENSURE THAT SEDIMENT TRAPS AND FOREBAYS ARE TRAPPING SEDIMENT AND THAT MORE THAN 50 PERCENT OF THE STORAGE VOLUME REMAINS, THE CONTRIBUTING DRAINAGE AREA IS STABLE (I.E., NO EROSION IS OBSERVED), AND INLETS AND OUTLET/OVERFLOW SPILLWAYS ARE IN GOOD CONDITIONS WITH NO EROSION. MAINTENANCE TECHNIQUES USED MUST PROTECT THE INFILTRATION CAPACITY OF THE PRACTICE BY LIMITING SOIL COMPACTION TO THE GREATEST EXTENT POSSIBLE (E.G., BY USING LOW-IMPACT EARTH-MOVING EQUIPMENT).

**PRELIMINARY:
NOT FOR
CONSTRUCTION**

PROJECT

UNITY TEMPLE CHURCH ADD

4801 63RD AVE N, BROOKLYN CENTER, MN 55429

PROJECT

OWNER

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.

David J. Knaeble
David J. Knaeble
DATE 7/7/2026 LICENSE NO. 48776

[illegible]

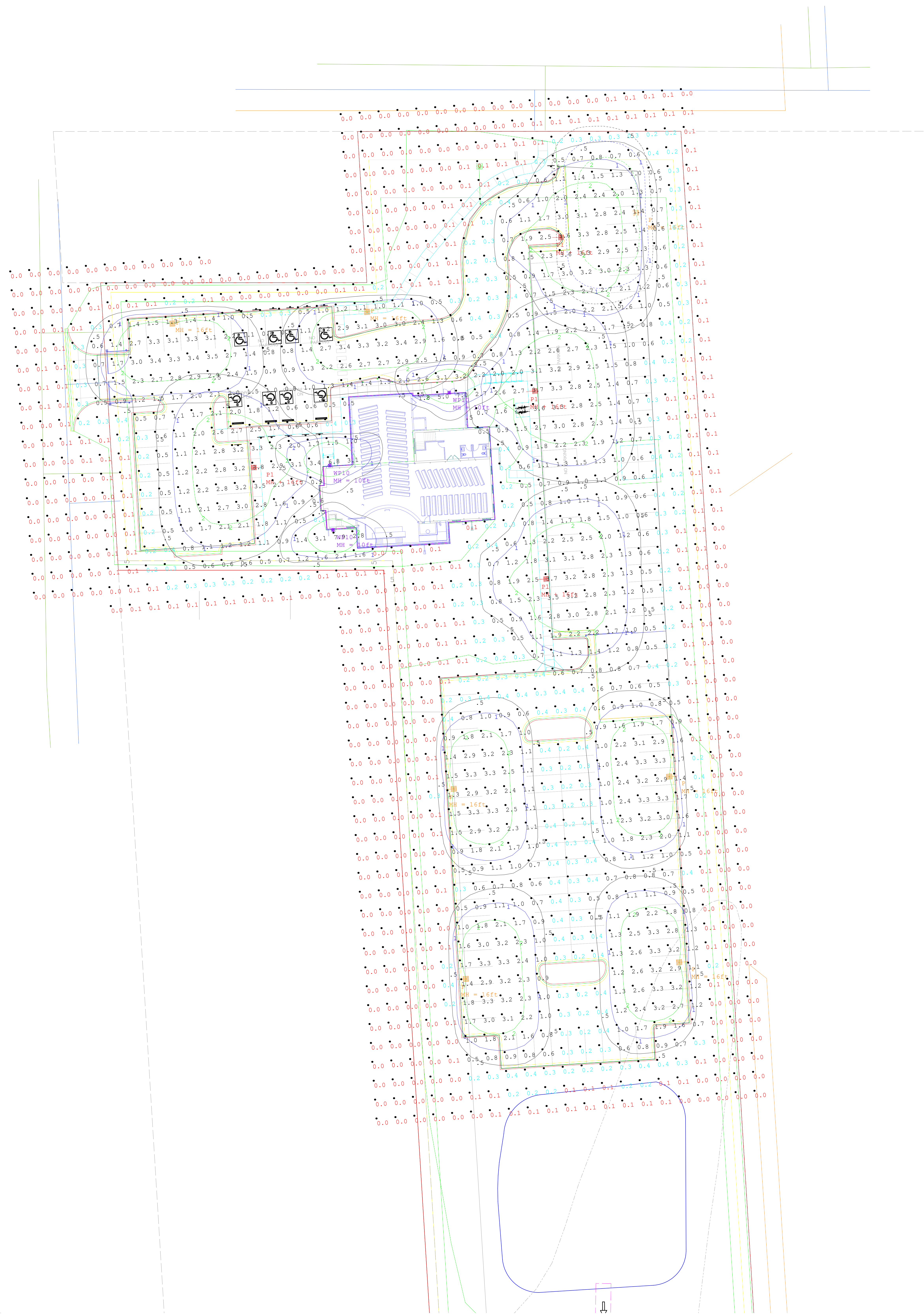
PROJECT MANAGER	DAVID KNAEBLE
CONTACT NUMBER	612-615-0060 X 703
DRAWN BY	BN
REVIEWED BY	DK
PROJECT NUMBER	25538

[illegible]

SWPPP - ATTACHMENTS

SW1.5

These drawings are for conceptual use only and are not intended for construction. Fixture runs and quantities should be verified prior to order. Values represented are an approximation generated from manufacturers photometric inhouse or independent lab tests with data supplied by lamp manufacturers.



Luminaire Schedule		Lum. Lumens		Description		Lum. Watts		Avg. Watts		Total Watts		Tag	
Symbol	Qty	Label	Arrangement	3174	LI-F	SSW-LED-03L-3-UNV-DIM-40	23	23	69	777	444	MH = 10ft	
	7	WP10	Single	9900	0.900	MRS-LED-15L-SIL-FT-40-70CRI-1L	111	111	111	111	111	MH = 16ft	
	4	PI	Single	15297	0.900	MRS-LED-15L-SIL-FT-40-70CRI	111	111	111	111	111	MH = 16ft	

Calculation Summary						
Label	CalcType	Units	Avg	Max	Min	
Site	Illuminance	Fc	0.8	7.9	0.0	
Parking and Drive	Illuminance	Fc	1.5	3.6	0.2	
						Avg/Min
						N.A.
						7.6
						N.A.
						18.0

Page Size:
36 x 44

Project:
Unity Temple Church-Site

Luma Sales: Steve Hahn

Layout By: Joe Frey

IPA-d.com
Project #
LS952-4421-1

Details:
Site Lighting

Date:7/13/2026

Filename: LS952-4421 UNITY TEMPLE CHURCH - SITE.AGI



Luma Sales Associates
Lighting and Controls

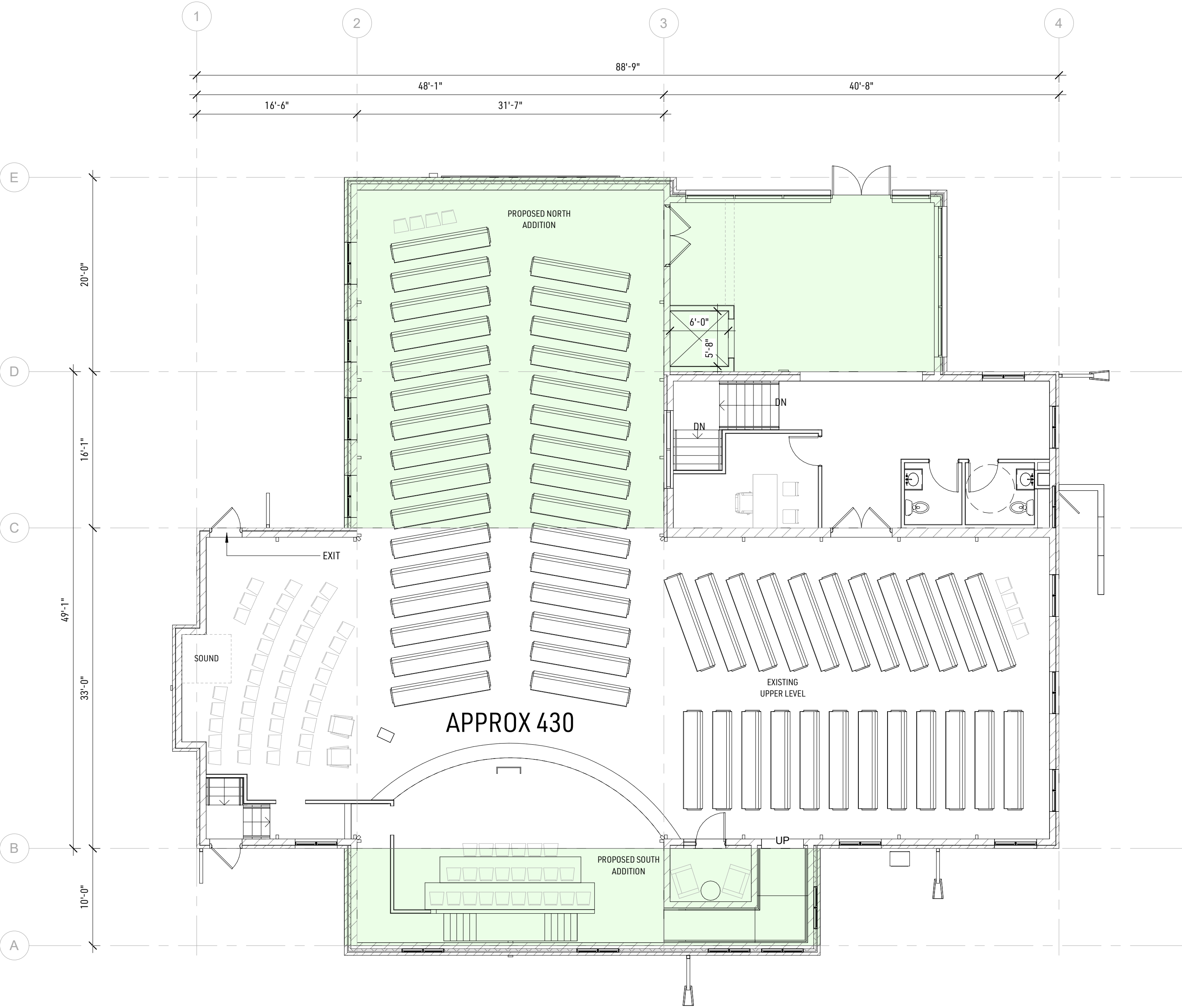


SITE AND BUILDING PLAN
REVIEW APPLICATION
07.13.2026

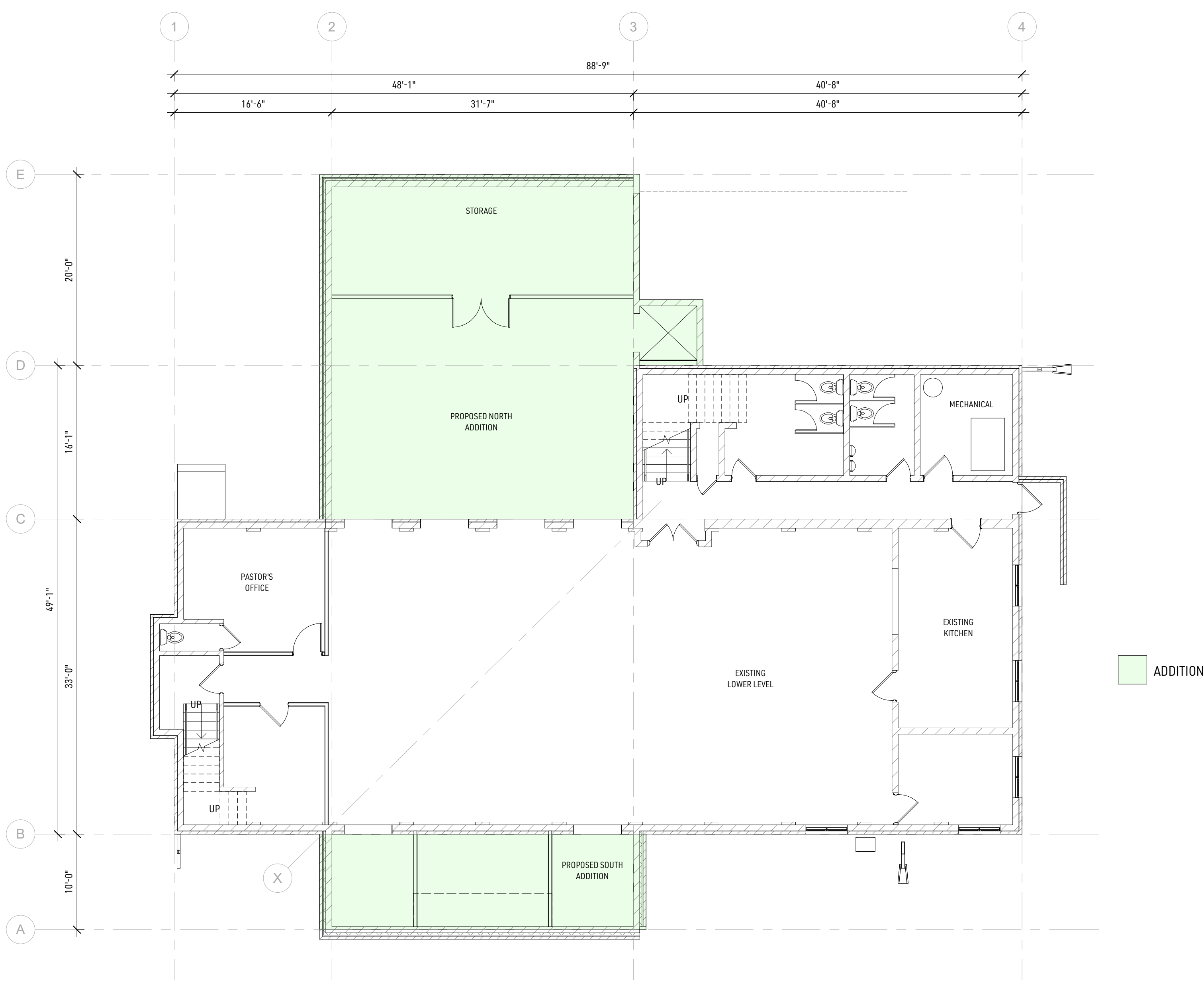
UNITY TEMPLE
CHURCH
BROOKLYN CENTER, MN
25-101

PROPOSED BUILDING
PLANS

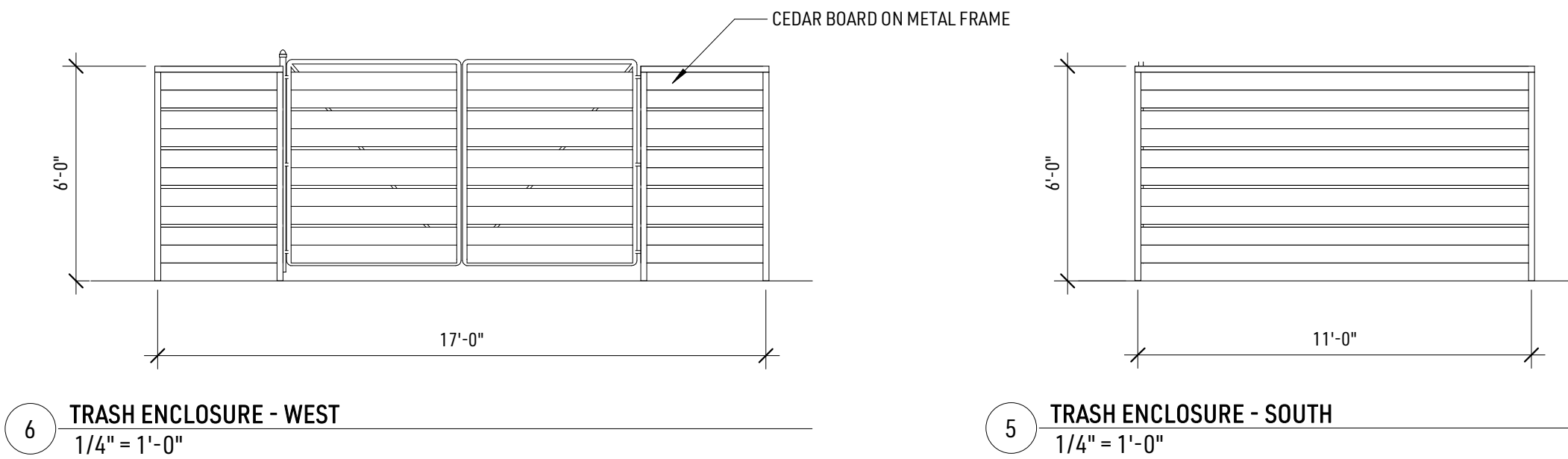
A1.0



2 PROPOSED PLAN - UPPER LEVEL
1/8" = 1'-0"



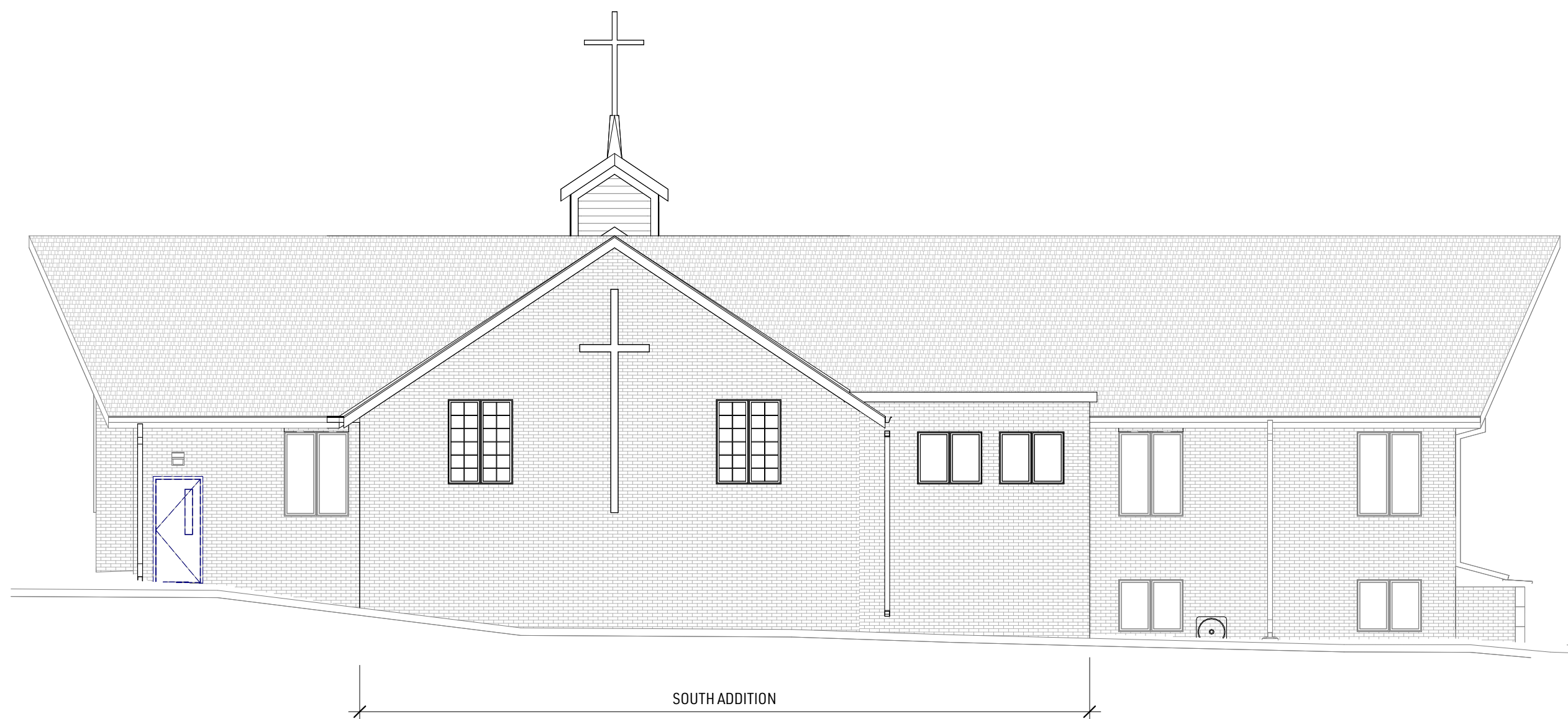
1 PROPOSED PLAN - LOWER LEVEL
1/8" = 1'-0"



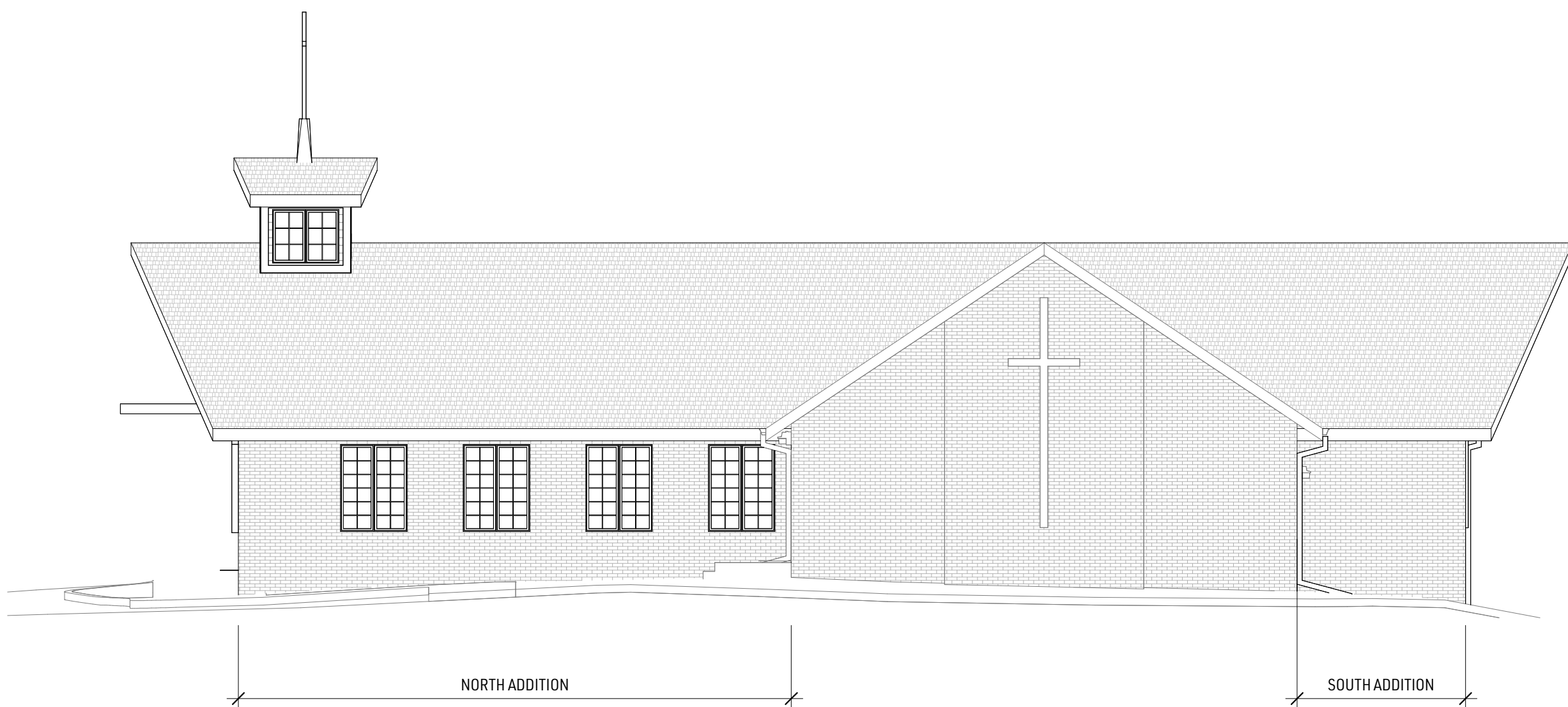
1 EXTERIOR ELEVATION - NORTH
1/8" = 1'-0"



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



3 EXTERIOR ELEVATION - SOUTH
1/8" = 1'-0"



4 EXTERIOR ELEVATION - WEST
1/8" = 1'-0"



SITE AND BUILDING PLAN
REVIEW APPLICATION

07.13.2026

UNITY TEMPLE
CHURCH
BROOKLYN CENTER, MN
25-101

EXTERIOR VIEW -
NORTHWEST

A7.0





DJR



SITE AND BUILDING PLAN
REVIEW APPLICATION
07.13.2026

UNITY TEMPLE
CHURCH
BROOKLYN CENTER, MN
25-101

EXTERIOR VIEW -
NORTHEAST

A7.1



DJR



SITE AND BUILDING PLAN
REVIEW APPLICATION

07.13.2026

UNITY TEMPLE
CHURCH
BROOKLYN CENTER, MN
25-101

EXTERIOR VIEW -
SOUTHEAST

A7.2

CITY OF BROOKLYN CENTER NOTICE OF PUBLIC HEARING

[Save](#)
[Share](#)

Details for CITY OF BROOKLYN CENTER NOTICE OF PUBLIC HEARING

Jul 30, 2026

CITY OF BROOKLYN CENTER NOTICE OF PUBLIC HEARING TO WHOM IT MAY CONCERN: Please take notice that the Planning Commission of the City of Brooklyn Center will hold an in-person public hearing on Thursday, August 13, 2026 at approximately 7:00 p.m. Meeting materials can be accessed by visiting the City of Brooklyn Center's website at: <https://www.brooklyncentermn.gov/>. 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(S): Site and Building Plan and Conditional Use Permit APPLICANT -- PROPERTY OWNER: Unity Temple Church of God in Christ PROPERTY ADDRESS -- PID: 4801 63rd Ave N, Brooklyn Center, MN 55429 -- 33-119-21-44-0010 BRIEF STATEMENT OF CONTENTS OF PETITION: The Applicant is requesting review and consideration of a request to construct an approximately 3,896 square foot addition and complete certain site improvements, including a parking lot expansion with a new secondary curb cut access off Perry Avenue North. The Applicant will require site and building plan approval as well as issuance of a conditional use permit for the proposed expansion within the R1 (Low Density Residential) District. Comments and questions may be forwarded to gmcintosh@brooklyncentermn.gov up until 4:30 pm on the day of the meeting, or by contacting Ginny McIntosh at (763) 569-3319. Your comments will be included in the record and addressed as part of the meeting.

Alternatively, you may participate in the Planning Commission meeting via Webex at: logis.webex.com Meeting Number (Access Code): 2866 413 9464 Password: BCPC08132026 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 Interim Deputy Community Development Director and Planning Manager Published in the Sun Post July 30, 2026 1548930

TEMPORARY GRANT EASEMENT

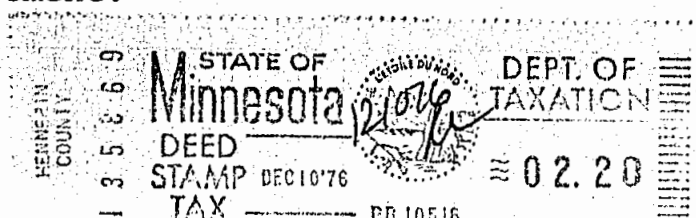
THIS INDENTURE, made and entered into this 1st day of JUNE, 1976, by and between Brook Park Baptist Church, a Minnesota non-profit corporation, grantor, and Heinz Richter, Robert F. Wacek and Barbara A. Wacek, Irene M. Thomas and Thomas J. Klemond and Karen K. Klemond, respectively the owners of Lots 2, 3, 4, 5 and 6, Block 1, Brook Park estates, their heirs, successors and assigns, grantees;

WITNESSETH, that the said grantor is the owner of the tract of land in the County of Hennepin, State of Minnesota, known and described as Outlot A, Block 1, Brook Park Estates, according to the plat thereof on file and of record in the office of the Register of Deeds, in and for Hennepin County, Minnesota, which tract adjoins the above described land of said grantees on the west side of grantors' property; and said grantor and grantees have agreed upon the easement hereinafter described;

NOW, THEREFORE, the said grantor, in consideration of One and no/100 (\$1.00) Dollar and other good and valuable consideration to it and hand paid by said Grantees, receipt of which is hereby acknowledged, does hereby grant to said grantees, their heirs and assigns, an easement over the west 30 feet of the said Outlot A, which easement shall commence at the southeast corner of Lot 6, Block 1, Brook Park Estates, thence east 30 feet; thence north and parallel with the west line of Outlot A to a point on the extension of the northerly line of Lot 2, Block 1, Brook Park Estates, distant 30 feet from the northeast corner of said Lot 2, Block 1, thence west 30 feet; thence south on the west line of Outlot A to the point of beginning.

That the easement granted herein shall innur to the benefit of each of the above described lots 2, 3, 4, 5 and 6 to the extent that it borders upon each said lot and such benefits shall be coincident with the extension of the northerly and southerly line of each lot and shall innur to the benefit of the owner, his heirs and assigns of each lot exclusively and shall not be construed as, or deemed to be a common easement.

State deed tax due hereon \$2.20



That this easement is granted for the purpose of allowing the owners of the parcels 2, 3, 4, 5, and 6 herein described to construct fencing upon the easement herein granted. The grantor herein reserves the right to terminate this easement grant and to require the removal of any fences placed thereon by giving 180 days notice to the grantees, their heirs or assigns, by certified mail mailed to the addresses of the properties herein benefited. At the end of said 180 days, the grantees, their heirs or assigns, shall cease to have any right, interest or claim in this granted easement and shall have removed therefrom any structures placed thereon. If the grantees, their heirs or assigns have failed to so remove the structures, grantor may do so at grantees expense. That at the expiration of said 180 days, grantor may, by an Affidavit of its secretary with copies of the notices mailed as set forth above attached thereto, and by filing of same with the Register of Deeds, Hennepin County, Minnesota, terminate this easement in its entirety together with all rights or benefits arising hereunder. And the filing of said Affidavit shall be conclusive as to the termination of this easement grant.

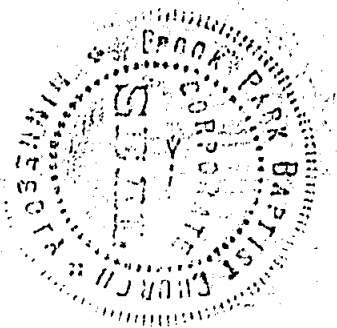
TO HAVE AND TO HOLD SAID EASEMENT unto said grantee, their heirs and assigns as herein provided.

IN WITNESS WHEREOF, the said Grantor has caused these presents to be executed in its corporate name by its Richard Rolf and Kerth Wagner, and its corporate seal to be heretofore affixed the day and year first above written.

BROOK PARK BAPTIST CHURCH

BY Richard Rolf
its Trustee

BY Kerth Wagner
its Trustee



DEC 14 1976
No delinquent taxes and transfer entered
FINANCE DIVISION
HENNEPIN COUNTY, MINN.
BY [Signature] FINANCE DIVISION DIRECTOR
BY [Signature] DEPUTY
This certification does not relate to taxes for the current year or may not be paid, which may

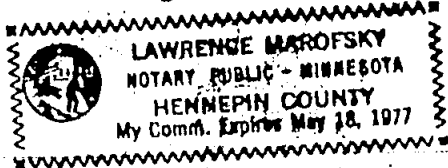
Tax Statement for Real Property described herein shall be sent to:

NAME OF MFG. CO.
LOAN NUMBER
Brook Park Baptist Church
NAME OF GRANTEE
4801 63rd Ave No.
MAILING ADDRESS
Brooklyn Park Minn
CITY STATE ZIP CODE

State of MINNESOTA } ss. On this 9 day of July 19 76
 County of HENNEPIN } before me appeared Richard Rolf and Keith Wagner
 to me personally known, who, being by me duly sworn, did say that they are the
 trustees
 of Brook Park Baptist Church, a corporation,
 that the seal affixed to the foregoing instrument is the corporate seal of said corporation,

(If no seal, so state, and strike out above as to corporate seal)

and that said instrument was executed in behalf of said corporation by authority of its Board of
 Trustees Richard Rolf and Keith Wagner
 acknowledged said instrument to be the free act and deed of said corporation.



Notary Public _____ County, _____
 My commission expires _____

This Instrument was Drafted By
 Lawrence P. Marofsky
 5930 Brooklyn Blvd.
 Minneapolis, Mn. 55429

TRANSFER ENTERED
 DEC 13 1976
 FINANCE DIVISION
 HENNEPIN COUNTY, MINN.

BY [Signature] DEPUTY

4253115

DEC 14 76 3 11 5 \$0003.00

OFFICE OF COUNTY RECORDER
 HENNEPIN COUNTY, MINNESOTA
 CERTIFIED FILED AND OR
 RECORDED ON

1976 DEC 14 4 10 31 15

AS DOCUMENT #4253115
 CO. RECORDER

DEPUTY

DEC 10 1976

Book 100 Page 169
 [Signature]



Community Development
763-569-3300

August 12, 2026

Unity Temple Church Addition

Building review comments for the Addition proposed for Unity Temple Church to be located at 4801 63rd Ave N.

1. Prior to a Building permit being issued. A SAC determination for the new building will need to be done by Met Council and SAC determination letter received.
2. Separate permits and signed plans required for Building, Mechanical, Plumbing & Electrical. A Fire sprinkler permit with plans is required to be submitted to the Building Department for this building review. The Community Development department must be contacted on all proposed signage for this building. Permits are required for all exterior signage.
3. The addition and existing building will be required to have a sprinkler system installed if not already installed. City of Brooklyn Center zoning ordinance 3-101 B. (2) as adopted by the Minnesota State Building code 1306 Special Fire Protection system 1306.0020 Subp. 2, Existing and New buildings.
4. Hennepin County Health Department shall approve any kitchen and food related areas. An approval letter from them shall be received by the City of Brooklyn Center prior to any City permits being issued.
5. Pending if any plumbing is to be installed in the addition. Plumbing plans shall be reviewed by the Department of Labor and Industry Plumbing Department or may be reviewed by the city of Brooklyn Center pending fixtures to be installed. All submitted documents shall be signed as required by Minnesota state statutes.
6. Where parking is provided, accessible parking spaces shall be provided per MN Accessibility table 1106.1. At least one (1) accessible route within the site shall be provided from accessible parking to the accessible building entrance served.
7. Outdoor trash enclosure shall be screened from view by an opaque fence or wall high enough to completely screen the trash per city ordinance 12-308.

8. Building plans to be submitted to the City Building Department for review. If any items need to be addressed, comments will be provided in a plan review letter addressed to the architect of record.

9. South parking lot paved areas shall be provided with drains that into a storm sewer system. Review and approval of the drainage shall be completed by the City Engineering department and Building department.

Sincerely,

Dan Grinsteinner
Building Official
City of Brooklyn Center
763-569-3313

MEMORANDUM

DATE: August 3, 2026

TO: Ginny McIntosh, Interim Deputy Community Development Director & Planning Manager

FROM: Touyia Lee, Assistant City Engineer

SUBJECT: Public Works – Preliminary Site Plan
4801 63rd Ave N, Unity Temple Church Addition

Public Works staff reviewed the following documents submitted for review for the proposed 4801 63rd Ave N development known as Unity Temple Church.

- 2026-07-15 City Submittal
This document included the following:
 - Preliminary Plans

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 any permits.

General Items

1. The total disturbed area is greater than one acre, a NPDES permit is required along with a SWPPP plan to be implemented. The total disturbed area is less than five acres; the City of Brooklyn Center has reviewed the plans per the Shingle Creek Watershed Commission rules. From preliminary review the applicant has met watershed's rule requirements.
2. The applicant shall be responsible for coordinating site development plans with all private utility companies (Xcel Energy, CenterPoint Energy, Qwest Communications, Comcast, etc.) Applicant shall be responsible for verifying all utilities are absent from the easement proposed to be vacated.

Agreements

3. 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 \$5,000 that the City can draw upon on a monthly basis.
4. 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 \$5,000 deposit will be required as part of the non-compliance provision.
5. An overall Easement Agreement is required that will provide the City perpetual accessibility to all

private utilities and storm drainage areas to inspect and enforce proper utility service and maintenance for the entire site. This easement agreement also includes private inspection, maintenance, and reporting responsibilities. Easements to provide utility service to the development should be dedicated as necessary.

6. 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 for any associated private and/or public improvements prior to issuance of the certificate of occupancy. The 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.
7. 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).

Anticipated Permitting

8. A City of Brooklyn Center land disturbance permit is required.
9. A Water and Sewer Permit is required.
10. A Minnesota Pollution Control Agency NPDES storm water construction permit is required.
11. Other permits not listed herein may be required. It is the responsibility of the applicant to obtain such permits as warranted.

Prior to Issuance of Land Alteration

12. Copies of all required permits must be provided to the City.
13. Final construction plans and specification must be submitted and approved by the City Engineer. The final construction plans must be certified by a licensed engineer in the state of Minnesota.
14. The Construction Management Plan and Agreement has been executed and the associated separate cash escrow has been deposited with the City.
15. A preconstruction conference is scheduled and held with City staff and other entities designated by the City.

All aforementioned items, comments and recommendations are provided based on the information submitted by the applicant at the time of this review. Subsequent approval of the final plan may require additional modifications based on engineering requirements associated with final design as established by the City Engineer and other public officials having jurisdiction over approval of the final site plans.

Council Regular Meeting

DATE: 8/24/2026
TO: City Council
FROM:
THROUGH:
BY: Shannon Pettit, City Clerk
SUBJECT: 2026 Primary Election Results

Requested Council Action:

- Motion to approve the Resolution Regarding the Re-Canvass of the August 11, 2026, Municipal Primary Election

Background:

The Primary Election was held on Tuesday, August 11, 2026. Tonight we are here to re-canvass the results of the Mayoral candidates who will move on to the November 3, 2026, General Election.

After a recount on August 19, 2026, our Election Judges identified two ballots where voter intent was clear, but we believe the ballots were counted as overvotes on Election Day. This resulted in one additional vote for Alexander Koenig and one additional vote for Laurie Ann Moore. The difference between the candidates remains seven votes.

The final totals are:

Alexander Koenig: 684

Laurie Ann Moore: 677

Budget Issues:

Inclusive Community Engagement:

Antiracist/Equity Policy Effect:

Strategic Priorities and Values:

ATTACHMENTS:

1. ReCanvass_Primary_Election_2026

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. 2026-

RESOLUTION REGARDING THE RE-CANVASS OF AUGUST 11, 2026,
MUNICIPAL PRIMARY ELECTION

WHEREAS, the City Council has met for the purpose of canvassing the election returns of the municipal primary election for the offices of Mayor and Council Member.

BE IT RESOLVED by the City Council of the City of Brooklyn Center that it is hereby determined that after a recount and by official canvass that Teneshia Kragness and Alexander Koenig received the highest number of votes in the August 11, 2026, Municipal Primary Election and are declared to be the nominees for the office of Mayor of the City of Brooklyn Center.

BE IT FURTHER RESOLVED by the City Council of the City of Brooklyn Center that the City Clerk is directed to place the names of the nominees on the General Election ballot.

August 24, 2026
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: 8/24/2026
TO: City Council
FROM: Daren Nyquist, Interim City Manager
THROUGH:
BY: Shannon Pettit, City Clerk
SUBJECT: Investment Management Services Agreement with Ehlers Investment Partners

Requested Council Action:

- Motion to authorize the Interim City Manager and Finance Director to enter into an agreement with Ehlers Investment Partners to provide investment management services for the City of Brooklyn Center, subject to the review of the City Attorney.

Background:

Earlier this year, staff discussed the benefits of engaging a qualified investment advisor to manage, under the direction of the Finance Director, the investment portfolio currently maintained by the City. Staff deferred further consideration until a new Finance Director joined the organization.

Shortly before the appointment of a new Finance Director, staff revisited the issue due to the overall size of the investment portfolio and the desire to better monitor market dynamics. While the City maintains adequate liquidity through certain short-term investments, it may improve investment earnings through a more strategic approach to managing funds that are not otherwise needed for regular cash flow.

In addition, the new Finance Director will assume several significant responsibilities, including development of the Proposed 2027 Budget, completion of the 2025 audit, review of internal financial processes and policies as well as hiring and training various staff. By working with a qualified investment advisor, the City can focus on these various priorities while also increasing the potential investment earnings compared to the current investment portfolio performance.

Given these benefits, staff considered whether to issue a formal Request for Proposals (RFP) or to move forward through a more informal process by simply contacting qualified investment advisors for proposals. With the current staffing challenges, the various competing projects and the opportunity cost related to suboptimal investment portfolio performance, the City decided to opt for the informal process. In total, the Finance Department contacted three qualified investment management firms and requested information regarding their services, experience, and fees, resulting in two proposals.

Based on public-sector experience, understanding of the investment need for local governments, reporting capabilities, service philosophy and competitive fee structure,

staff determined that Ehlers Investment Partners (EIP) provided the best overall value for the City. Staff also considered the existing relationship with Ehlers and benefits provided by their familiarity with City operations, financial objectives, and strategic priorities.

Given the process to date, staff recommend the City Council authorize the Interim City Manager and Finance Director to execute an agreement with EIP, subject to the review of the City Attorney.

Budget Issues:

These services do not require an additional property tax levy or budget amendment. EIP will receive compensation through the following asset-based management fee paid directly from investment earnings.

Assets Under Management	Annualized Fee
First \$15 Million	0.11%
Next \$15 Million	0.10%
Over \$30 Million	0.09%

For a portfolio of approximately \$38 million, the annual management fee is estimated at approximately \$38,700. Staff anticipate that enhanced portfolio management will increase investment income and generate net financial benefit to the City, inclusive of the additional management fee. The actual portfolio performance will depend on market conditions, current portfolio structure, available investment opportunities, staff direction, and cash flow requirements.

Inclusive Community Engagement:

None. The action will be administrative in effect.

Antiracist/Equity Policy Effect:

None. The action will be administrative in effect.

Strategic Priorities and Values:

ATTACHMENTS:

1. Investment Mgmt City of Brooklyn Center_8.24.26
2. City of Brooklyn Center Investment memo 7.20.26-1
3. Brooklyn Center Proposal - Ehlers



Investment Strategy & Overview

City of Brooklyn Center, Minnesota

Our Approach: *It's How We Work.*

Fiercely Independent. Fully Integrated.



Working as one team for your benefit...

About Ehlers: Investments & Arbitrage Consulting

- Oversees more than \$3.7 billion in Assets Under Management (AUM)
- Serving 320 clients (including tax-exempt & taxable bond proceeds)
- Provide arbitrage consulting services to 420+ clients with more than 1,750 issues under current monitoring
- Focused on client-centric fixed income solutions

Bond Proceeds &
Arbitrage Rebate
Management

General Fund
Assets

Banking Services
Evaluations & RFPs

Seamless Client Onboarding

Investment Policy

Review & Update
Recommend Best Practices

Cash Forecast

Identify Core & Liquid Funds
Complete Monthly Investment Cash
Forecast

Investment Plan

Establish Portfolio Recommendations
Produce Predictable Income

Banking & Treasury Management

Analyze Current
Recommend Updates

Our Client Experience: Investments Administration

Money Movement

Access funds via ACH
or wire

Disbursements to
pre-approved
vendors

Ease of Access

Withdrawals made
via client portal

Direct contact with
Ehlers Investments
Team

Reporting Suite

Clients maintain
access to reports

Reporting solutions
tailored to governing
bodies

City of Brooklyn Center: Portfolio Considerations

Investment Policy & Cash Flow Review

- Ehlers Investments to perform in-depth cash flow and Investment Policy Statement review

Initial Portfolio Considerations

- Utilize cash flow information to diversify investment mix among permissible sectors to take advantage of steepening yield curve
- Perform breakeven analysis on current holdings to determine any swap candidates
- Actively manage overall portfolio to maintain cash flow and liquidity targets

Benchmark Considerations

- ICE BofA 0–3-year U.S Treasury Index
- ICE BofA 1–3-year U.S. Treasury Index
- Laddered strategy



Important Disclosure

Ehlers is the joint marketing name of the following affiliated businesses (collectively, the “Affiliates”): Ehlers & Associates, Inc. (“EA”), a municipal advisor registered with the Municipal Securities Rulemaking Board (“MSRB”) and the Securities and Exchange Commission (“SEC”); Ehlers Investment Partners, LLC (“EIP”), an SEC registered investment adviser; and Bond Trust Services Corporation (“BTS”), a holder of a limited banking charter issued by the State of Minnesota.

Where an activity requires registration as a municipal advisor pursuant to Section 15B of the Exchange Act of 1934 (Financial Management Planning and Debt Issuance & Management), such activity is or will be performed by EA; where an activity requires registration as an investment adviser pursuant to the Investment Advisers Act of 1940 (Investments and Treasury Management), such activity is or will be performed by EIP; and where an activity requires licensing as a bank pursuant to applicable state law (paying agent services shown under Debt Issuance & Management), such activity is or will be performed by BTS. Activities not requiring registration may be performed by any Affiliate.

This communication does not constitute an offer or solicitation for the purchase or sale of any investment (including without limitation, any municipal financial product, municipal security, or other security) or agreement with respect to any investment strategy or program. This communication is offered without charge to clients, friends, and prospective clients of the Affiliates as a source of general information about the services Ehlers provides. This communication is neither advice nor a recommendation by any Affiliate to any person with respect to any municipal financial product, municipal security, or other security, as such terms are defined pursuant to Section 15B of the Exchange Act of 1934 and rules of the MSRB. This communication does not constitute investment advice by any Affiliate that purports to meet the objectives or needs of any person pursuant to the Investment Advisers Act of 1940 or applicable state law.



July 20, 2026

Daren Nyquist
Interim City Manager
The City of Brooklyn Center
118 Central Avenue North
Brooklyn Center, Minnesota 56071

Dear Mr. Nyquist,

On behalf of Ehlers Investment Partners, thank you for the opportunity to serve as the City of Brooklyn Center's investment adviser. We appreciate the confidence the City has placed in our team and are excited about the opportunity to become a long-term partner in managing and safeguarding the City's public funds.

Following our recent discussions, Ehlers is pleased to offer a revised fee proposal that reflects our commitment to building a strong relationship with the City while continuing to provide the high level of service, expertise, and fiduciary oversight that has made Ehlers a trusted adviser to governmental entities throughout Minnesota and the Midwest.

Revised Fee Schedule

Assets Under Management	Annualized Fee
First \$15 Million	0.11%
Next \$15 Million	0.10%
Over \$30 Million	0.09%

This revised schedule lowers our initial fee tier while preserving the comprehensive investment management services, customized reporting, policy support, active portfolio management, and fiduciary oversight outlined in our proposal. The fee can be deducted monthly from portfolio earnings, and Ehlers receives no commissions, transaction-based compensation, or compensation from proprietary investment products.

Why Ehlers

While investment management fees are an important consideration, the value of a trusted adviser is measured by far more than basis points, the value of experienced fiduciary oversight, active management, and public-sector expertise can have a materially greater impact on investment outcomes.

- **Exclusive public-sector focus** – Ehlers serves governmental and public-sector clients and understands the statutory, liquidity, reporting, and stewardship requirements associated with investing public funds.



- **Independent fiduciary advice** – We do not sell proprietary products, receive commissions, or have competing business interests that could influence our recommendations.
- **Active portfolio management** – Our team balances safety, liquidity, and yield while adapting to changing market conditions and the City's evolving cash flow needs.
- **Integrated public finance platform** – The City benefits from investment professionals working alongside municipal advisors, treasury consultants, and public finance experts.

Requested Action: We respectfully request that the City formally engage Ehlers Investment Partners as its investment adviser under the revised fee schedule so we can begin onboarding the portfolio, implementing our investment strategy, and delivering value to Brooklyn Center immediately.

We appreciate the opportunity to earn your business and look forward to serving the City for many years to come.

Sincerely,

Ryan Miles, CPFIM

Senior Investment Adviser | Managing Director

rmiles@ehlers-inc.com

651-697-8590

Brian Johnson

Director of Investment Services

bjohnson@ehlers-inc.com

651-697-8547

JULY 9, 2026

PROPOSAL TO PROVIDE INVESTMENT MANAGEMENT SERVICES TO:

The City of Brooklyn Center, Minnesota



Ehlers Investment Partners
3001 Broadway Street NE, Ste. 320
Minneapolis, MN 55413

SEC#: 801-69849
CRD#: 146385

ehlers-inc.com

EHLERS' ADVISERS:

Ryan Miles, CPIFM: Primary Contact

Senior Investment Adviser | Managing Director
rmiles@ehlers-inc.com
651-697-8590

Brian Johnson

Director of Investment Services
bjohnson@ehlers-inc.com
651-697-547

July 9, 2026



Daren Nyquist
Interim City Manager
The City of Brooklyn Center
118 Central Avenue North
Brooklyn Center, Minnesota 56071

Dear Mr. Nyquist,

Thank you for the opportunity to present the City of Brooklyn Center (the “City”) an overview of our approach to cash management and investing. Since Ehlers Investments focuses exclusively on serving public sector entities like the City, we have a firm grasp of the expertise you’re looking for, and stand committed to delivering our services within the requested parameters. We believe the following factors set us apart from other firms:

Public Sector Focus

Our only clients are governmental and closely affiliated public sector organizations like the City of Brooklyn Center. Ehlers’ exclusive focus within the public sector uniquely positions us to provide a level of service that is unsurpassed in the markets we serve. Our investment advisers and consultants regularly engage with our municipal advisors on investment management, with decades of experience in both areas. We have an extensive understanding of our clients’ operations, which allows us to speak to best practices and specifically tailor our advice to meet your needs and surpass your expectations.

Fiercely Independent

Ehlers is an independent advisory firm with a fiduciary duty to our clients. We will always place your best interests above our own, delivering investment management advice that fulfills your needs as cost-effectively as possible and seek to provide maximum benefit to the City. We adhere strictly to the prioritized principles of safety, liquidity, and yield. We will look at the overall investment program holistically and offer solutions that provide enhancement from a cash flow, security selection, and overall best practices perspective.

Fully Integrated

Using a collaborative approach in advising our clients, Ehlers offers a fully integrated suite of services designed to help clients navigate every facet of public finance, including investments and treasury management consulting. We believe this approach delivers the greatest insight, highest value and most reasonable cost to our clients. Our investment advisers would work in concert with your staff and other professionals, seamlessly integrating with your entire finance team. No other firm can offer a comparable level of value-added services to the City, all of which have been crafted to meet the specific needs of our public sector clients.

Fee Only

Ehlers' advisory fee represents the only fees we would receive for this engagement. We receive no additional compensation or commission on securities or other transactions. Further, we do not offer any proprietary investment vehicle or other form of liquidity product from which an administrative or other fee is derived.

We appreciate the opportunity to partner with the City of Brooklyn Center in this capacity and look forward to discussing this proposal with you in greater detail.

Sincerely,



Ryan Miles, CPFIM

Senior Investment Adviser | Managing Director
rmiles@ehlers-inc.com
651-697-8590



Brian Johnson

Director of Investment Services
bjohnson@ehlers-inc.com
651-697-8547

Proposed Scope of Services

Investment Management

Ehlers Investments would propose offering the City of Brooklyn Center its experienced personnel to manage its investment portfolio as a fiduciary. We would utilize our integrated advisory platform, with our team of experienced professionals across all areas of public finance, to deliver a holistic, customized portfolio management solution specific to the City.

We would actively manage the portfolio and consistently engage with key personnel to understand changes in cash flow needs or to convey market changes that may warrant a shift in portfolio construction. We take a “hands on” approach to client relationships which we believe adds value to portfolios over long periods of time and through various business and economic cycles.

Our investment advisers, traders, and portfolio managers have extensive experience navigating the complexities of the fixed income marketplace and would also be available to help answer any questions as needed to City finance staff.

In addition, our knowledgeable staff would also assist with reviewing the City’s investment policy as needed and suggest any updates or edits required.

Investment Reporting

If engaged to work with the City, we would meet with you and other key stakeholders to gain a better understanding of the information needed for your desired investment reporting. Our reports are not simply “off the shelf” investment reports, but rather highly customizable for each client’s specific needs. After we gain a better understanding of the information the City would like to see as a part of its reporting package, we will put together the desired reports, and you will be able to access the reports on a monthly and quarterly basis through the Ehlers Investment Portal.

Examples of our sample reports can be found in [Appendix A](#).

Fee Structure

Ehlers Investments proposes a tiered fee structure based on assets under management. This fee shall be deducted monthly from interest earnings, in arrears, and the City would have the flexibility to end the proposed agreement at any time and have the remainder of the fee prorated. Ehlers Investments proposes the following fee structure to provide investment services to the City of Brooklyn Center:

Assets Under Management	Annualized Fee
First \$15 Million	0.12%
Next \$15 Million	0.10%
Over \$30 Million	0.09%



APPENDIX A:

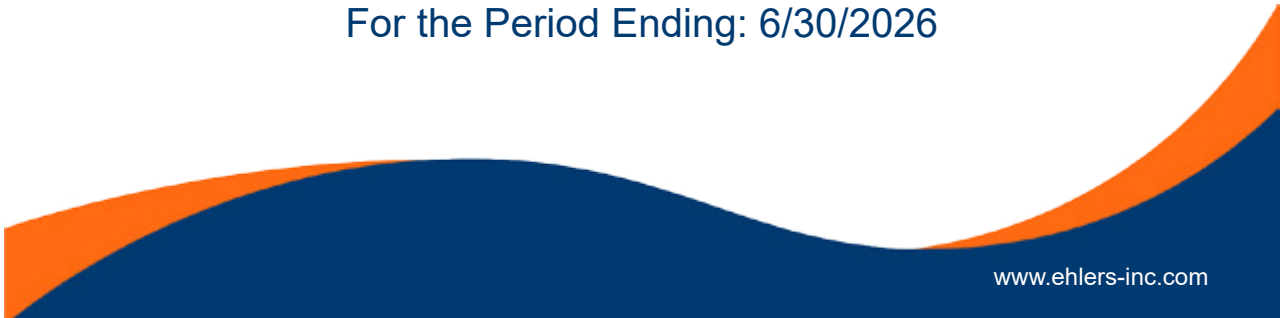
SAMPLE CLIENT REPORTING



Monthly Portfolio Summary

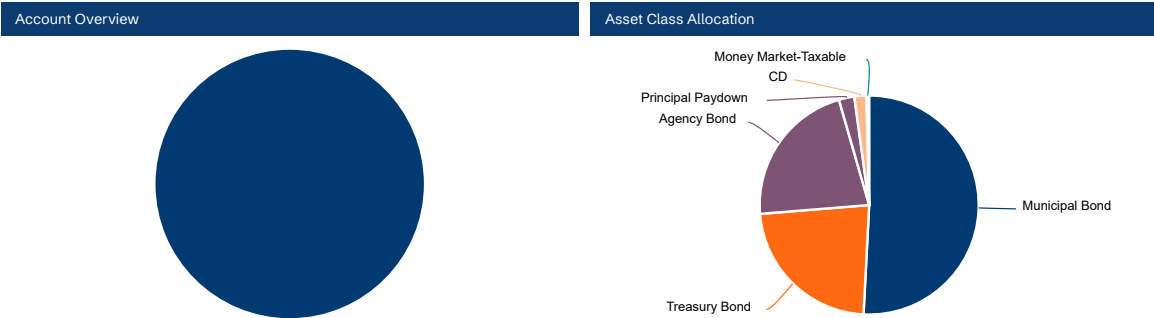
Sample Portfolio

For the Period Ending: 6/30/2026



Monthly Summary

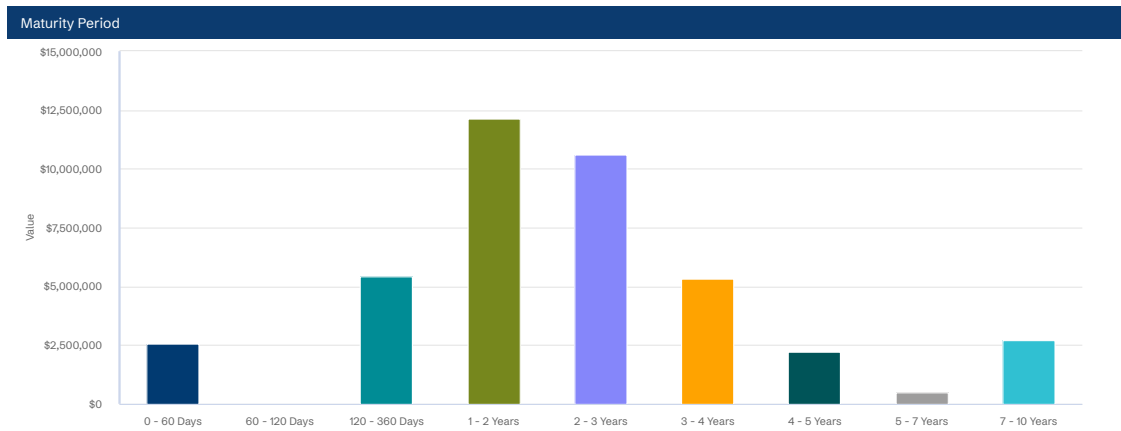
6/30/2026



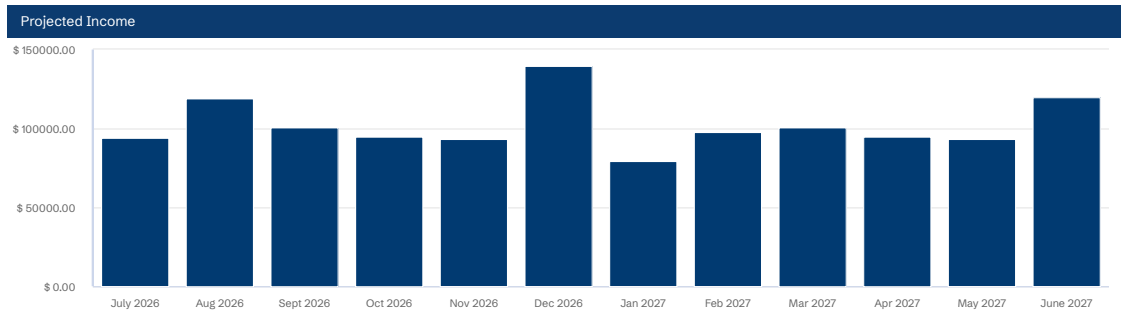
Accounts Overview			Asset Class Allocation		
Account	Market Value	Allocation	Asset Class	Market Value	Allocation
General Fund	\$41,366,951.55	100.00 %	Municipal Bond	\$21,028,783.70	50.83 %
Table Total	\$41,366,951.55	100.00 %	Treasury Bond	\$9,467,875.33	22.89 %
			Agency Bond	\$9,028,914.05	21.83 %
			Principal Paydown	\$946,422.19	2.29 %
			CD	\$734,728.19	1.78 %
			Money Market-Taxable	\$160,228.09	0.39 %
			Table Total	\$41,366,951.55	100.00 %

SAMPLE CLIENT REPORTING

Portfolio Detail		Maturity Year			
Market Value	\$41,366,951.55	Maturity Year	Number of Securities	Maturity Amount	Allocation
Accrued Interest	\$300,077.81	2026	8	4,074,004.25	9.86 %
Market Value with Accrued Interest	\$41,667,029.36	2027	19	12,430,212.26	29.79 %
Average Maturity	2.42	2028	13	9,662,000.00	22.81 %
Duration	2.28 %	2029	15	7,751,000.00	17.95 %
Avg. Moody Rating	Aa1	2030	7	4,980,000.00	11.93 %
Average Coupon	3.06 %	2031	1	799.63	0.00 %
		2033	2	500,177.46	1.17 %
		2034	2	215,102.46	0.50 %
		2035	2	2,500,000.00	5.99 %
		Total:		42,113,296.06	100.00 %



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Projected Cash Flows Next 12 Months

Month	Projected Principal (To Maturity)	Projected Interest (To Maturity)	Projected Principal + Interest (To Maturity)
July 2026	\$1,310,000.00	\$94,251.06	\$1,404,251.06
Aug 2026	\$1,249,000.00	\$118,889.94	\$1,367,889.94
Sept 2026	\$4.25	\$100,584.01	\$100,588.26
Oct 2026	\$0.00	\$94,886.41	\$94,886.41
Nov 2026	\$0.00	\$93,194.78	\$93,194.78
Dec 2026	\$1,515,000.00	\$139,899.61	\$1,654,899.61
Jan 2027	\$540,000.00	\$79,308.56	\$619,308.56
Feb 2027	\$450,000.00	\$97,759.94	\$547,759.94
Mar 2027	\$1,932,000.00	\$100,584.01	\$2,032,584.01
Apr 2027	\$1,004,000.00	\$94,886.41	\$1,098,886.41
May 2027	\$0.00	\$93,194.78	\$93,194.78
June 2027	\$1,116,000.00	\$120,166.31	\$1,236,166.31

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Disclaimer & Terms

Ehlers Investment Partners ("Ehlers") is an SEC registered investment adviser. For additional information about our firm, please see our current disclosures (Form ADV) on our website at www.ehlersinc.com/disclosures.

Information contained in this performance summary is confidential and for informational purposes only and should not be construed as specific investment or legal advice. The information contained herein was obtained from sources believed to be reliable as of the date of this summary but may become outdated or superseded at any time without notice.

Custody: Your qualified custodian bank/brokerage maintains control of all assets reflected in this summary and we urge you to compare this summary to the one you receive from your qualified custodian. Ehlers does not have any authority to withdraw or deposit funds from/to the custodian account.

Valuation: Prices are provided by IDC, an independent pricing source. In the event IDC does not provide a price or if the price provided is not reflective of fair market value, Ehlers will obtain pricing from an alternative approved third-party pricing source in accordance with our written valuation policy and procedures. Our valuation procedures are also disclosed on our Form ADV Part 2A.

Performance: Performance results are presented gross-of-advisory fees and represent the client's Total Return. The deduction of advisory fees lowers performance results. These results include the reinvestment of dividends and other earnings. Past performance may not be indicative of future results. Therefore, clients should not assume that future performance of any specific investment or investment strategy will be profitable or equal to past performance levels. All investment strategies have the potential for profit or loss. Economic factors, market conditions or changes in investment strategies, contributions or withdrawals may materially alter the performance and results of your portfolio.

Source Ice Data Indices, LLC ("ICE"), used with permission. ICE PERMITS USE OF THE ICE INDICES AND RELATED DATA ON AN "AS IS" BASIS; ICE, ITS AFFILIATES AND THEIR RESPECTIVE THIRD PARTY SUPPLIERS DISCLAIM ANY AND ALL WARRANTIES AND REPRESENTATIONS, EXPRESS AND/OR IMPLIED, INCLUDING ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR USE, INCLUDING THE INDICES, INDEX DATA AND ANY DATA INCLUDED IN, RELATED TO, OR DERIVED THEREFROM. NEITHER ICE DATA, ITS AFFILIATES OR THEIR RESPECTIVE THIRD PARTY PROVIDERS GUARANTEE THE QUALITY, ADEQUACY, ACCURACY, TIMELINESS OR COMPLETENESS OF THE INDICES OR THE INDEX DATA OR ANY COMPONENT THEREOF, AND THE INDICES AND INDEX DATA AND ALL COMPONENTS THEREOF ARE PROVIDED ON AN "AS IS" BASIS AND LICENSEE'S USE IS AT LICENSEE'S OWN RISK. ICE DATA, ITS AFFILIATES AND THEIR RESPECTIVE THIRD PARTY DO NOT SPONSOR, ENDORSE, OR RECOMMEND EHLERS, OR ANY OF ITS PRODUCTS OR SERVICES.

Index returns assume reinvestment of all distributions. Historical performance results for investment indexes generally do not reflect the deduction of transaction and/or custodial charges or the deduction of an investment management fee, the incurrence of which would have the effect of decreasing historical performance results. It is not possible to invest directly in an index.

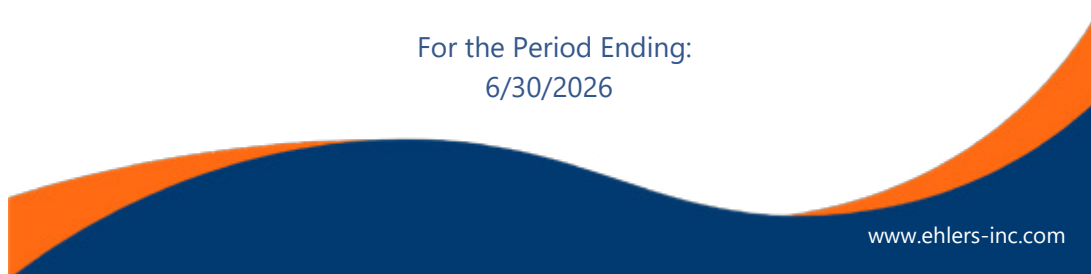
Ratings: Ratings information have been provided by S&P, Moody's, and Fitch through data feeds we believe to be reliable as of the date of this statement, however we cannot guarantee its accuracy.

Security level ratings for U.S. Agency issued mortgage-backed securities ("MBS") reflect the issuer rating because the securities themselves are not rated. The issuing U.S. Agency guarantees the full and timely payment of both principal and interest and carries a AA+/Aaa/AAA by S&P, Moody's and Fitch respectively.



Sample Portfolio - General Fund

For the Period Ending:
6/30/2026

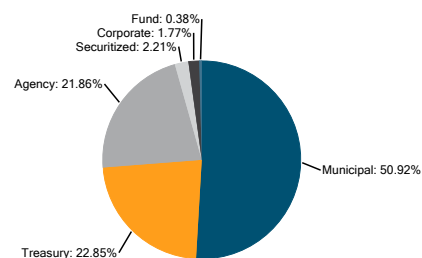


FIXED INCOME REPORT

Portfolio Summary	
Total Bond Par Value	\$42,247,454.01
Total Market Value	\$41,632,679.85
Accrued Interest	\$281,357.72
Total Portfolio Value	\$41,632,679.85
Estimate Annual Income	\$1,754,544.67
Average Maturity	2.38
Average Duration	1.95
Average Book Yield (ex-cash)	3.85%
Average YTM	4.24%
Average YTW	4.24%
Average Credit Rating	AA+
Total Number of Positions	70

Rating Distributions		
Rating Bands	Market Value (\$)	% of Assets
AAA	\$5,055,189.87	12.14%
AA+	\$25,426,004.45	61.07%
AA	\$5,592,816.04	13.43%
AA-	\$4,321,133.84	10.38%
NR	\$1,237,535.64	2.97%
Total:	\$41,632,679.85	100.00%

Cash & Fixed Income Allocation



Security Type	Market Value (\$)	% of Assets
Municipal	\$21,199,471.43	50.92%
Treasury	\$9,511,709.23	22.85%
Agency	\$9,100,188.75	21.86%
Securitized	\$922,130.61	2.21%
Corporate	\$738,951.75	1.77%
Fund	\$160,228.09	0.38%
Total:	\$41,632,679.85	100.00%

Data provided by IMTC

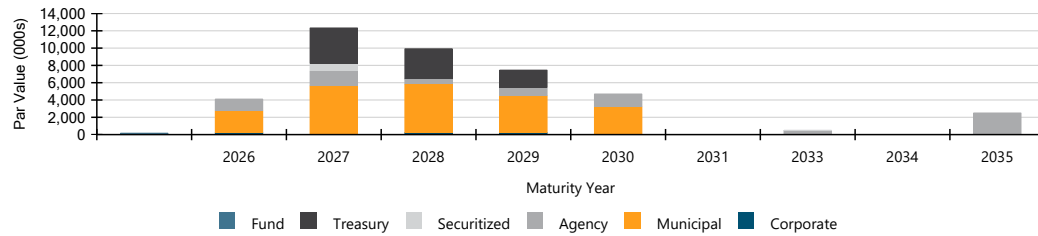
6/30/2026

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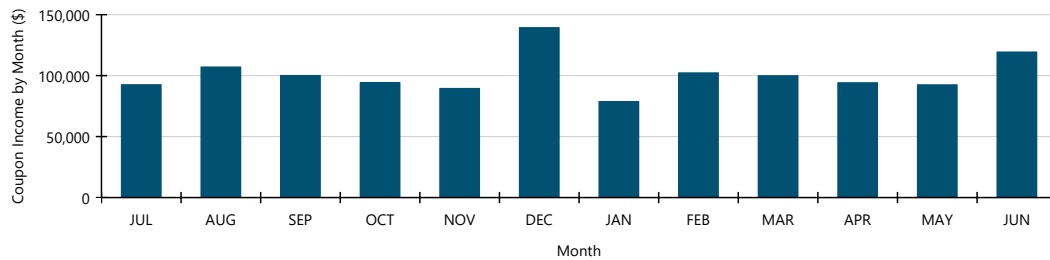


FIXED INCOME REPORT

Maturity Schedule



Coupon Income by Month



Data provided by IMTC

6/30/2026 3

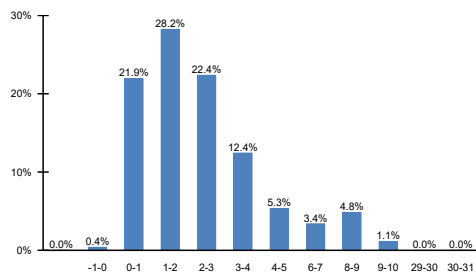


FIXED INCOME REPORT

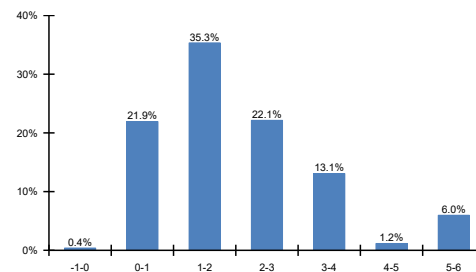
Distribution by Maturity					
Maturity Bucket	# of Bonds	Market Value	Avg. YTM	Avg. Cpn	Avg. Dur
0-1 yrs	16	\$8,791,924	4.07%	2.97%	0.47
1-2 yrs	16	\$11,262,907	4.24%	2.96%	1.31
2-3 yrs	18	\$10,302,527	4.22%	2.75%	2.28
3-5 yrs	13	\$7,373,962	4.30%	3.35%	3.03
5-7 yrs	2	\$1,402,656	4.27%	2.24%	2.09
7-10 yrs	2	\$2,497,586	4.80%	4.63%	5.35
10+ yrs	2	\$280	4.65%	3.84%	0.09
TOTAL	71	\$41,632,680	4.24%	3.05%	1.95

Distribution by Duration					
Duration Bucket	# of Bonds	Market Value	Avg. YTM	Avg. Cpn	Avg. Dur
0-1 yrs	20	\$9,284,134	4.07%	2.98%	0.50
1-3 yrs	39	\$23,937,416	4.23%	2.85%	1.78
3-5 yrs	10	\$5,913,543	4.34%	3.31%	3.44
5-7 yrs	2	\$2,497,586	4.80%	4.63%	5.35
7-11 yrs	0	-	-	-	-
11+ yrs	0	-	-	-	-
TOTAL	71	\$41,632,680	4.24%	3.05%	1.95

Distribution by Maturity



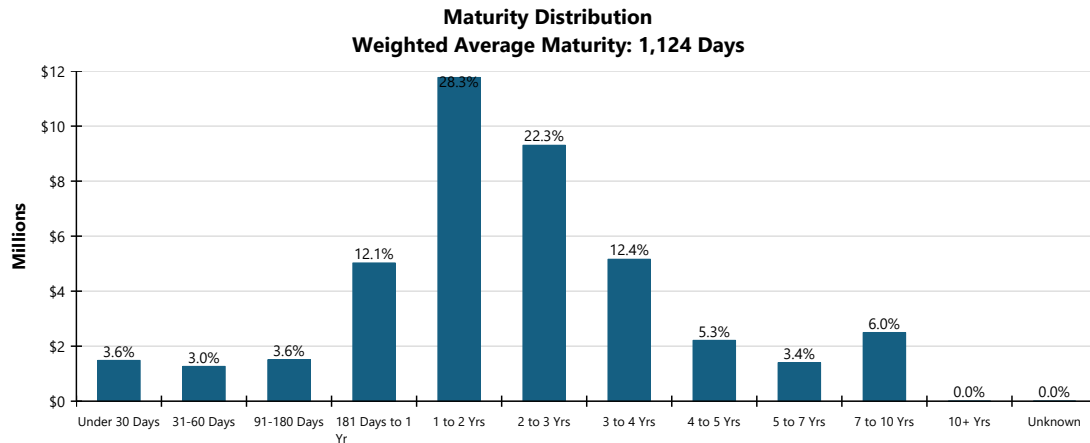
Distribution by Duration





FIXED INCOME REPORT

Maturity Schedule



Data provided by IMTC

6/30/2026

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FIXED INCOME REPORT

Holdings

Security Details	CUSIP	Quantity	Maturity	Original Cost	Market Price (\$)	Market Value (\$)	Unrealized G/L (\$)	YTM (%)	YTW (%)	Moody's Rating	S&P Rating
Fixed Income											
Corporate											
Financials		737,000				738,952	-1,909	4.18	4.18		
Nicolet National Bank	654062LT3	243,000	3/20/2028	243,000	100.26	243,974	608	4.20	4.20	NA	NA
Amerant Bank, National Association	02357QCQ8	245,000	2/6/2029	244,755	98.90	246,001	-2,481	4.26	4.26	NA	NA
BrightStar Credit Union	10947MAC0	249,000	8/28/2026	249,000	99.98	248,976	-35	4.09	4.09	NA	NA
Municipal											
Double barrel		1,205,000				1,140,028	-12,427	4.31	4.31		
City of Blaine, Minnesota	092765ND4	500,000	2/1/2029	498,655	99.04	498,584	-3,549	4.40	4.40	NA	NA
Orland Park Illinois	686356SX5	705,000	12/1/2029	640,887	90.87	641,444	-8,879	4.25	4.25	NA	AA+
General obligation		15,690,000				15,456,855	-91,491	4.26	4.26		
County of Montgomery, Maryland	61334PDE0	200,000	11/1/2028	186,440	93.66	187,736	378	4.13	4.13	Aaa	AAA
Beaverton School District	938429V95	200,000	6/15/2028	189,996	95.10	190,342	-226	4.23	4.23	Aa1	AA+
Madison Wisconsin Area Technical College District	55844PVK1	215,000	3/1/2027	210,939	98.58	213,387	-575	4.17	4.17	NA	AAA
San Bernardino Community College District	796720NU0	245,000	8/1/2028	232,961	95.12	234,878	-1,229	4.27	4.27	Aa1	AA
City of New York, New York	64966SEZ5	265,000	8/1/2029	246,063	92.16	246,124	-3,447	4.47	4.47	Aa2	AA
Will County Community Unit School District No. 365-U, Illinois	969078QM9	360,000	11/1/2027	329,367	94.37	339,739	-4,375	4.39	4.39	Aa1	AA
State of Hawaii	419792D78	395,000	10/1/2028	372,580	94.34	374,330	-2,157	4.38	4.38	Aa2	AA+
Middletown City School District	597137HE1	435,000	12/1/2026	432,603	99.57	434,210	-690	4.09	4.09	NA	AA+
St Clair Madison Monroe Etc Counties Community College District No. 522, Illinois	85227XDQ5	500,000	12/1/2026	500,000	99.96	501,527	-182	4.23	4.23	Aa1	NA
State Of Washington	93974FGR8	520,000	2/1/2029	519,558	98.58	519,314	-7,004	4.25	4.25	Aaa	AA+
The School District of the City of Independence District No. 30	453722PC8	550,000	3/1/2029	546,678	98.31	547,418	-6,400	4.34	4.34	NA	AA+
City of Racine, Wisconsin	750022FZ3	580,000	12/1/2026	565,999	98.66	572,702	-867	4.21	4.21	NA	AA-

Data provided by IMTC

6/30/2026

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FIXED INCOME REPORT

Security Details	CUSIP	Quantity	Maturity	Original Cost	Market Price (\$)	Market Value (\$)	Unrealized G/L (\$)	YTM (%)	YTW (%)	Moody's Rating	S&P Rating
Village of Skokie	830728VG3	605,000	12/1/2029	573,371	93.82	568,804	-9,407	4.36	4.36	NA	AA
County of Webb, Texas	947440H71	740,000	2/15/2029	697,154	93.90	699,806	-8,033	4.26	4.26	NA	AA
Little Elm Independent School District	5370963A5	725,000	8/15/2027	698,708	95.40	691,614	-29,436	4.25	4.25	NA	AAA
Pasadena California Unified School District	702282QF4	1,000,000	5/1/2028	952,010	96.58	969,618	-4,790	4.28	4.28	Aa3	AA
City of New York, New York	64966SQH2	975,000	8/1/2027	975,000	99.66	987,680	-3,269	4.25	4.25	Aa2	AA
Texas Public Finance Authority	8827237U7	1,000,000	10/1/2030	978,950	97.65	985,523	-3,074	4.23	4.23	Aaa	AAA
City of New York, New York	64966SQG4	1,000,000	8/1/2026	1,000,000	99.97	1,016,657	-205	4.30	4.30	Aa2	AA
The Village of Menomonee Falls, Wisconsin	587057X70	1,135,000	9/1/2027	1,117,419	98.23	1,124,798	-6,525	4.16	4.16	Aa2	NA
State Of Minnesota	60412AR47	1,250,000	8/1/2027	1,254,811	100.05	1,271,835	-1,170	4.02	4.02	Aaa	AAA
City of Oakland, California	672240UY2	2,795,000	1/15/2028	2,688,790	98.01	2,778,814	1,193	4.40	4.40	Aa2	AA-
Pre-refunded		940,000				924,280	-1,336	4.25	4.25		
Mukwonago Area School District Waukesha & Walworth Counties, Wisconsin	625070KQ9	215,000	4/1/2028	207,314	96.19	207,993	-839	4.49	4.49	NA	AA+
Virginia Port Authority	928075H43	250,000	7/1/2028	247,470	98.96	247,404	-163	4.24	4.24	Aa1	AA+
Dormitory Authority of the State of New York	64990FB37	475,000	3/15/2027	465,951	98.24	468,883	-333	4.16	4.16	NA	AA+
Revenue		3,710,000				3,678,308	-12,739	4.32	4.32		
Town of Erie, Boulder and Weld Counties Colorado	29502MBE2	230,000	12/1/2029	230,000	98.26	226,765	-3,996	4.50	4.50	Aa1	NA
Columbia, South Carolina	198504A77	300,000	2/1/2029	288,612	95.44	289,362	-4,299	4.32	4.32	Aa1	AA+
South Dakota State Building Authority	83755LP91	410,000	9/1/2028	387,475	94.57	389,967	-2,097	4.28	4.28	Aa1	AA+
Minnesota Housing Finance Agency	60416TSJ8	480,000	7/1/2030	479,794	99.76	478,870	-954	4.39	4.39	Aa1	AA+
Indiana Housing & Community Development Authority	45505WDN1	540,000	1/1/2027	539,325	99.82	539,001	-612	4.07	4.07	Aaa	NA
Massachusetts Housing Finance Agency	57587GZ99	750,000	12/1/2030	750,000	99.44	748,477	-4,232	4.45	4.45	Aa1	AA+
Connecticut Housing Finance Authority	20775JXJ8	1,000,000	5/15/2030	1,000,000	100.34	1,005,867	3,451	4.28	4.28	Aaa	AAA
Agency											
Financials		9,165,000				9,100,189	-104,540	4.32	4.32		
Federal Home Loan Banks	3130AKKY1	100,000	12/29/2027	95,255	95.23	95,231	-901	4.20	4.20	Aa1	AA+
Federal Farm Credit Banks Funding Corporation	3133EKJX2	250,000	7/12/2029	240,644	95.45	241,688	-2,788	4.21	4.21	Aa1	AA+
Federal Home Loan Banks	3130AR7E5	250,000	3/25/2027	246,975	98.98	249,178	-631	4.02	4.02	Aa1	AA+

Data provided by IMTC

6/30/2026

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FIXED INCOME REPORT

Security Details	CUSIP	Quantity	Maturity	Original Cost	Market Price (\$)	Market Value (\$)	Unrealized G/L (\$)	YTM (%)	YTW (%)	Moody's Rating	S&P Rating
Federal Home Loan Banks	3130ATU54	285,000	12/10/2027	285,891	100.09	285,959	-582	4.18	4.18	Aa1	AA+
Federal Farm Credit Banks Funding Corporation	3133EL6D1	330,000	9/10/2029	302,198	91.00	301,535	-4,099	4.28	4.28	Aa1	AA+
Federal Home Loan Banks	3130AL5A8	450,000	2/26/2027	416,772	97.99	442,366	-144	4.05	4.05	Aa1	AA+
Federal Home Loan Banks	3130ATHX8	450,000	9/14/2029	455,432	99.74	454,327	-6,175	4.21	4.21	Aa1	AA+
Federal Home Loan Banks	3130ANDH0	500,000	7/28/2026	500,000	99.86	503,558	-692	3.82	3.82	Aa1	AA+
Federal Home Loan Banks	3130AHX40	500,000	1/28/2030	504,285	93.90	474,615	-30,485	4.26	4.26	Aa1	AA+
Federal Home Loan Banks	3130AEH78	500,000	6/28/2033	522,315	96.30	481,644	-18,520	4.56	4.56	Aa1	AA+
Federal Home Loan Banks	3130AEYE4	500,000	9/27/2035	532,725	93.72	473,851	-31,410	4.88	4.88	Aa1	AA+
Federal Farm Credit Banks Funding Corporation	3133ERJZ5	620,000	6/28/2027	619,907	100.42	622,840	2,642	4.06	4.06	Aa1	AA+
Federal Home Loan Banks	3130AXGK7	620,000	12/8/2028	628,741	101.31	630,022	3,654	4.18	4.18	Aa1	AA+
Federal Home Loan Banks	3130ANBG4	810,000	7/29/2026	810,000	99.93	819,717	-543	3.82	3.82	Aa1	AA+
Federal Home Loan Mortgage Corporation	3134HBQY0	1,000,000	5/29/2030	995,000	99.62	999,924	266	4.25	4.25	Aa1	AA+
Federal Farm Credit Banks Funding Corporation	3133ETBM8	2,000,000	4/2/2035	2,018,626	100.01	2,023,734	-14,132	4.78	4.78	Aa1	AA+
Securitized											
MBS		948,226				922,131	-2,456	4.12	4.12		
G2 6.50% 04/31	36202DMR9	800	4/20/2031		103.96	835	33	4.06	4.06	Aa1	AA+
GNR 04-86 4.00% 09/34	38374JYR1	102	9/20/2034		99.43	102	0	4.08	4.08	Aa1	AA+
GN 7.50% 09/26	36225APN4	4	9/15/2026		100.06	4	4	4.94	4.94	Aa1	AA+
FNR 03-35 3.75% 05/33	31393BL86	177	5/25/2033		99.62	177	-1	4.98	4.98	Aa1	AA+
FHMS 739 1.34% 09/27	3137F64P9	947,142	9/25/2027		97.13	921,011	2,420	4.12	4.12	Aa1	AA+
Treasury											
US Treasury		9,692,000				9,511,709	-88,654	4.13	4.13		
United States	91282CPE5	399,000	10/31/2027	399,172	99.15	397,953	-3,534	4.16	4.16	Aa1	AA+
United States	91282CEW7	496,000	6/30/2027	492,455	99.17	491,927	-760	4.11	4.11	Aa1	AA+
United States	91282CCY5	525,000	9/30/2028	496,658	93.80	494,102	-7,802	4.17	4.17	Aa1	AA+
United States	91282CMB4	1,186,000	12/15/2027	1,185,670	99.78	1,185,429	-2,324	4.16	4.16	Aa1	AA+
United States	91282CE56	1,017,000	5/31/2029	986,530	96.17	980,453	-13,558	4.16	4.16	Aa1	AA+

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Security Details	CUSIP	Quantity	Maturity	Original Cost	Market Price (\$)	Market Value (\$)	Unrealized G/L (\$)	YTM (%)	YTW (%)	Moody's Rating	S&P Rating
United States	91282CEB3	1,044,000	2/28/2029	992,698	94.28	990,852	-16,115	4.16	4.16	Aa1	AA+
United States	91282CNY3	1,000,000	9/15/2028	993,555	98.35	993,355	-11,466	4.17	4.17	NA	AA+
United States	91282CCH2	1,055,000	6/30/2028	994,414	94.48	997,745	-10,968	4.16	4.16	Aa1	AA+
United States	91282CEN7	1,004,000	4/30/2027	994,627	98.94	997,999	-4,751	4.06	4.06	Aa1	AA+
United States	91282CMV0	992,000	3/31/2027	994,751	99.90	1,000,695	-2,454	4.00	4.00	Aa1	AA+
United States	91282CJN2	973,000	11/30/2028	996,375	100.47	981,198	-14,921	4.17	4.17	Aa1	AA+
Cash & Equivalents		160,228			1.00	160,228		3.60	3.60	Aaa	AAA
Totals						41,632,680	-310,639				

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Disclosures

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Ratings: Ratings information have been provided by S&P, Moody's, and Fitch through data feeds we believe to be reliable as of the date of this statement, however we cannot guarantee its accuracy.

Security level ratings for U.S. Agency issued mortgage-backed securities ("MBS") reflect the issuer rating because the securities themselves are not rated. The issuing U.S. Agency guarantees the full and timely payment of both principal and interest and carries a AA+/Aaa/AAA by S&P, Moody's and Fitch respectively.

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