City of MONTROSE.mn.com
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CITY COUNCIL AGENDA
SPECIAL CITY COUNCIL MEETING
OCTOBER 24, 2022 4:00 P.M.

The City of Montrose is committed to maintaining a safe, welcoming, family-friendly community, with affordable housing, where parents can raise their families; to ensuring our skilled, motivated employees provide high quality public services at a value; to sound stewardship and fiscal responsibility to ensure our city remains strong and prosperous, both now and into the future; to nurturing business-friendly partnerships to promote economic development and local jobs; to thoughtfully address community needs and plan for growth, innovation and sustainable development; and to ethical leadership that is responsive and accountable to our citizens.

Montrose City Hall
311 Buffalo Avenue South
Montrose, Minnesota 55363

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **APPROVAL OF AGENDA**

4. **BUSINESS**

   a. Creekside Hollow Developer Discussion

   b. LGI Petition for Annexation Discussion with Developer

   c. Resolution 2022-30 – Resolution Allowing the Assessment of Unpaid Utilities and Garbage Charges to the 2023 Taxes

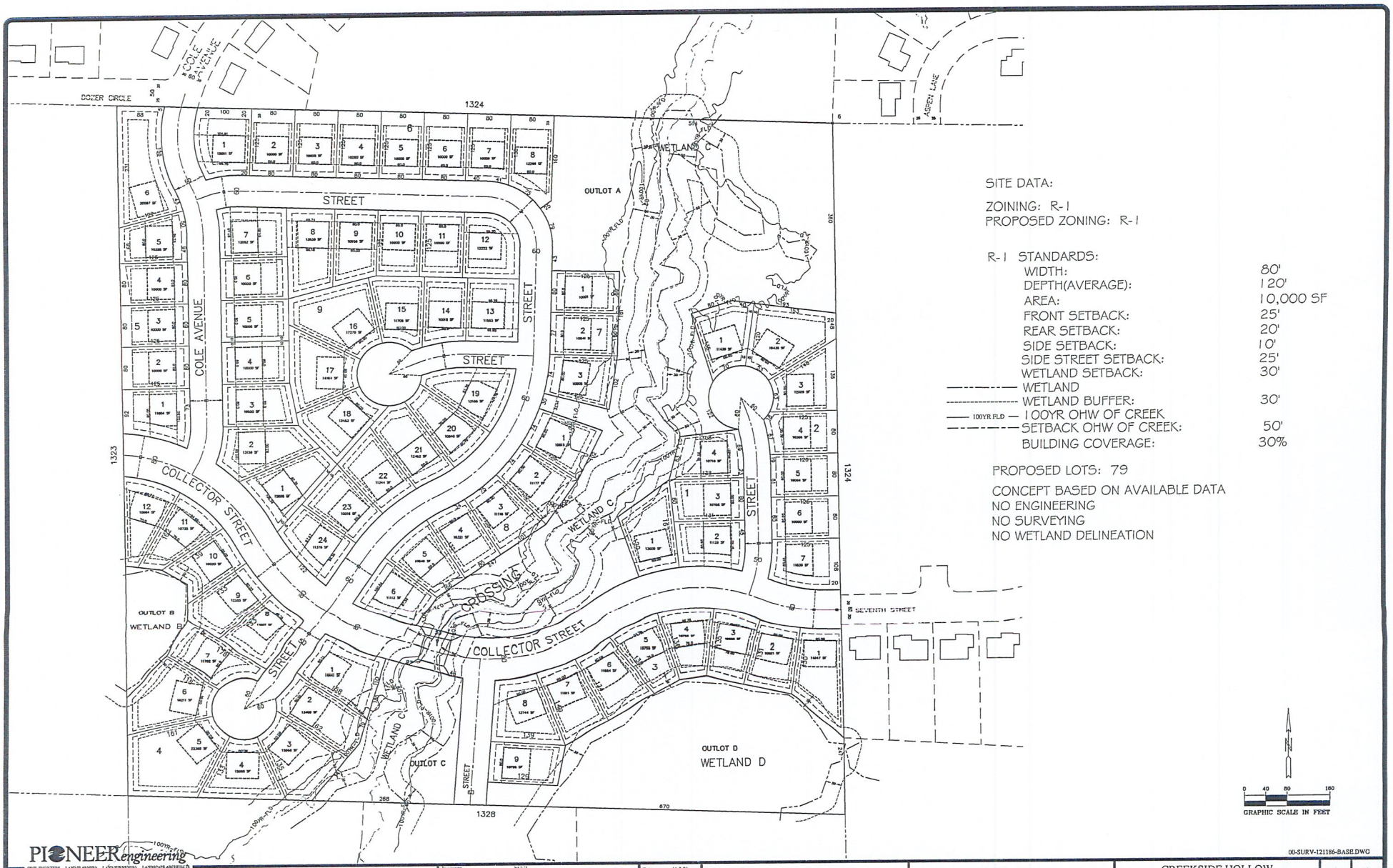
5. **ADJOURNMENT**

Montrose City Council Workshop
October 24, 2022
Creekside Hollow
Discussion Points

- Collector Street Being Required
  - Large ROW Requirements (see Site Plan-Wider ROW sheet attached)
  - Required Bridge and Street Construction Costs – Shared Costs
    - (See Trunk Sheet Usage Sheet Attached)

- Phasing Plan
  - The plan needs to be economically feasible so it works for all (See attached Proposed Phasing Plan Sheet)
  - See attached Exhibit – Phase 1.0 and 2.0 sheets attached showing various construction requirements under different scenarios
  - Discussion of City Staff requirements and timing of such requirements

- Tree Ordinance
  - The current tree ordinance does not work with this site. It results in an exorbitant number of trees needing to be planted and at a cost that would make the project economically not viable
  - We understand the City is looking at amending the current ordinance and we are looking at that to see what those changes would look like for the project



00-SURV-121186-BASE.DWG

PIONEER engineering
CIVIL ENGINEERS LAND PLANNERS LAND SURVEYORS LANDSCAPE ARCHITECTS
2422 Enterprise Drive
Mendota Heights, MN 55120
(651) 681-1914
Fax: 681-9488
www.pioneereng.com

REVISIONS
10-11-21: LOWER NOT SETBACK TO WETLAND BUFFER
3-11-10 CVL-DL-EAC FROM THE EAST 10-11-10 SET OHW/LOWLOT SETBACK
4-14-11

NO 2-12
06-19-12 (SETBACKS)
7-19-12

Date	11-2-21
Designed	KCK
Drawn	NJC

SITE PLAN | Sheffer Group | CREEKSIDE HOLLOW MONTROSE, MINNESOTA | 1 OF 1

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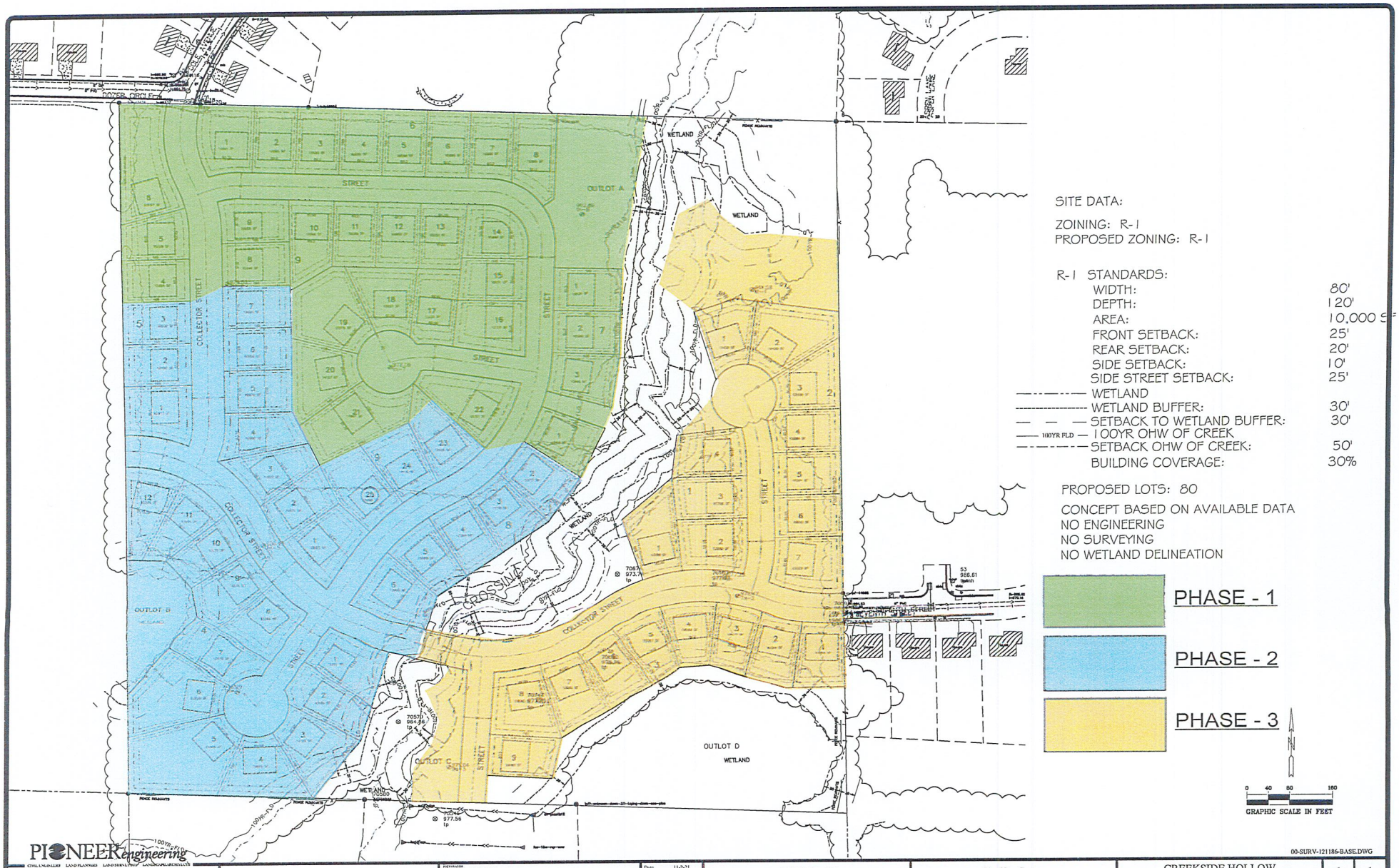
~147-units
50% use Creekside Access
=~73 Housing Units
FUTURE~100-units
75% use Creekside Access
=~75 Housing Units
~80-units
100% use Creekside Access
=~80 Housing Units
PARK SIDE-FUTURE ~32-units
50% use Creekside Access
=~16 Housing Units
Collector Street Usage
Total Units Using Access=244
Creekside Usage=80 units
%Creekside=33%
BRECKENRIDGE LN
COLE AVE
BURTON CIR
PATRIOT CIR
DOZER CIR
112038000010
211000274400
211000341102
211000341100
211000352201
112027000010
211000352300
112500341300
112044000030
112029000020
211000351402
112500351300
ASPEN LN
STEAMBOAT LN
7TH ST N
FAIRMONT AVE N
DILLON AVE N
FINCH CT
6TH ST N
5TH ST N
4TH ST N
MINDY LN
CRYSTAL CT
CHARITY LN
CRYSTAL LN
CRYSTAL CIR
EMERSON AVE N
1ST ST N
GARFIELD AVE N
GARNER CIR
HILL ST
CLEMENTA AVE S
211000344100
112999444


SITE DATA:
ZOINING: R-1
PROPOSED ZONING: R-1
R-1 STANDARDS:
WIDTH: 80'
DEPTH: 120'
AREA: 10,000 S
FRONT SETBACK: 25'
REAR SETBACK: 20'
SIDE SETBACK: 10'
SIDE STREET SETBACK: 25'
WETLAND
WETLAND BUFFER: 30'
SETBACK TO WETLAND BUFFER: 30'
100YR FLD 100YR OHW OF CREEK
SETBACK OHW OF CREEK: 50'
BUILDING COVERAGE: 30%
PROPOSED LOTS: 80
CONCEPT BASED ON AVAILABLE DATA
NO ENGINEERING
NO SURVEYING
NO WETLAND DELINEATION
PHASE - 1
PHASE - 2
PHASE - 3
GRAPHIC SCALE IN FEET
OUTLOT A
OUTLOT B
OUTLOT C
OUTLOT D
WETLAND
COLLECTOR STREET
STREET
CROSSING
DOZER CIRCLE
SPIRIT LANE
00-SURV-121186-BASE.DWG
PIONEER engineering
2422 Enterprise Drive
Mendota Heights, MN 55120
(651) 681-1914
Fax: 681-9488
www.pioneereng.com
Date 11-2-21
Designed XXX
Drawn NJK
SITE PLAN
Sheffer Group
CREEKSIDE HOLLOW
MONTROSE, MINNESOTA
1 OF 1
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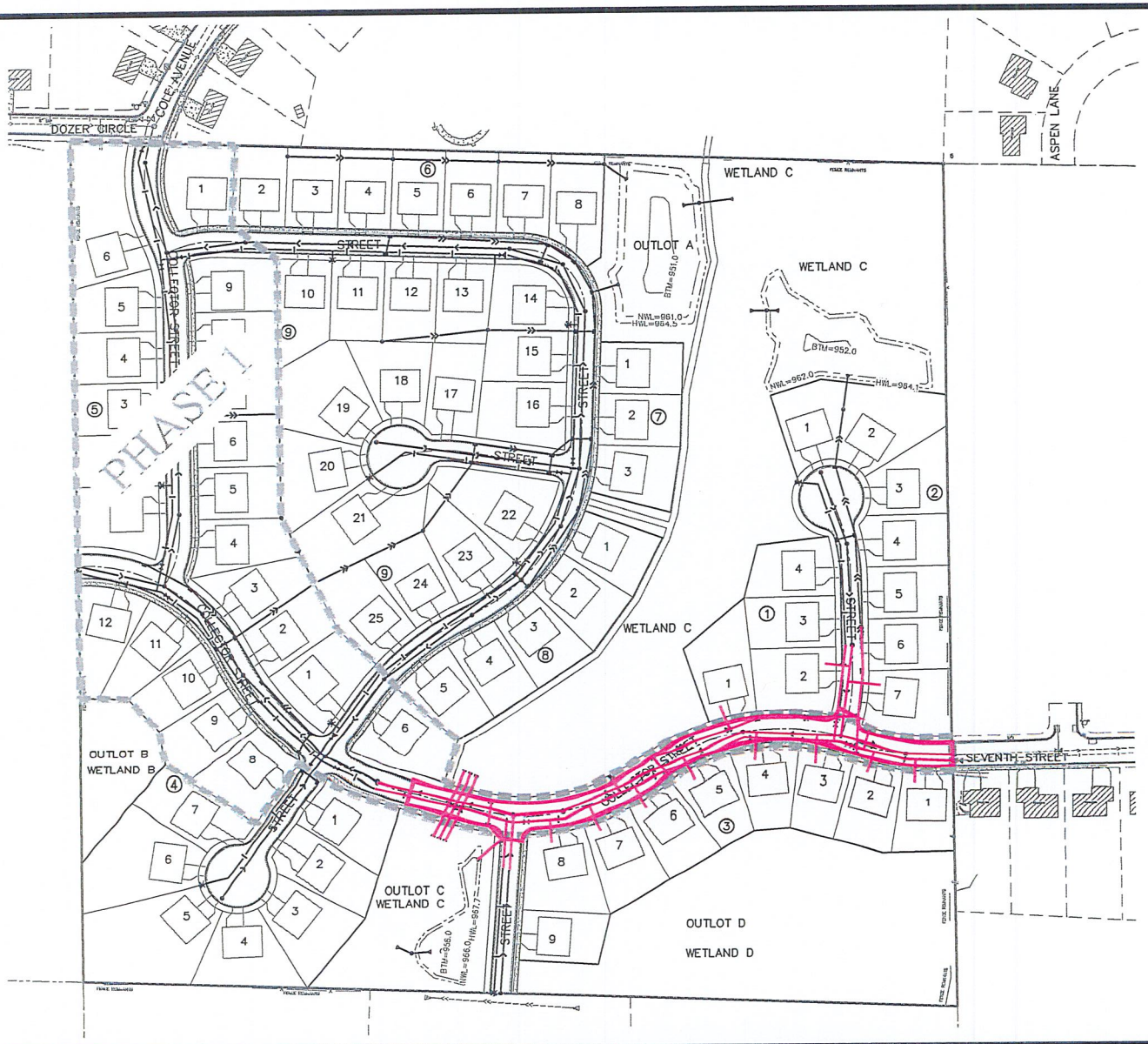

BENCH MARK
TOP NUT HYDRANT AT NORTHWEST QUADRANT OF DOZER CIRCLE AND COLE AVE. EL=986.18

00-ENG-121186-EXHIBIT-PHASE

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Mendota Heights, MN 55120
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www.pioneereng.com

I hereby certify that this plan 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

Name John M. Molinson
Reg. No. 45831 Date 06-17-22

Revisions

Date	06-17-22
Designed	JMM
Drawn	JMM/MBC

PRELIMINARY PHASING PLAN
COLE W/ 7TH CONNECTION

SHEFFER GROUP
4655 NICOLS ROAD STE 206
EAGAN, MINNESOTA 55122

CREEKSIDE HOLLOW
MONTROSE, MINNESOTA

1 OF 2

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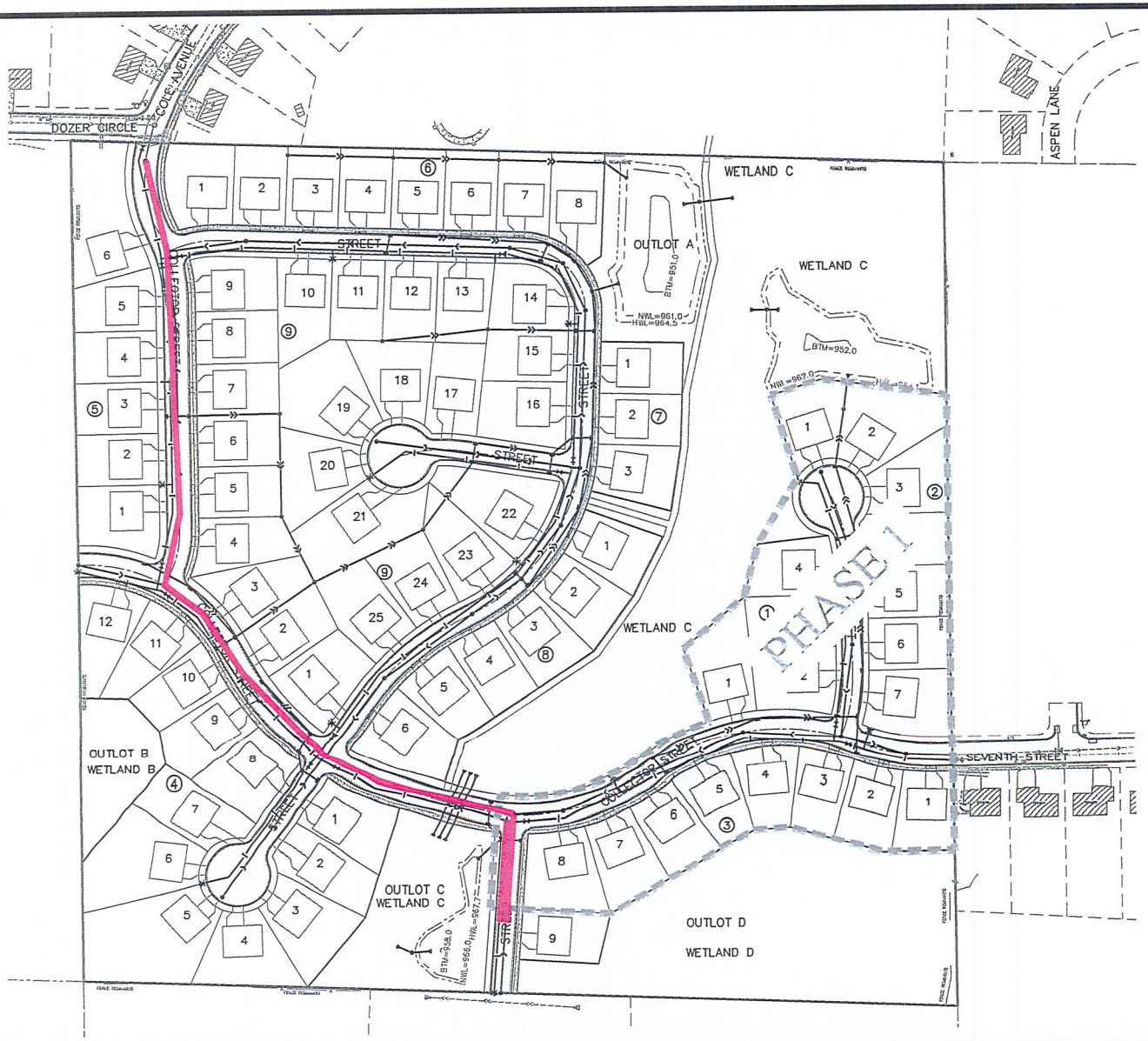

0 40 80 160
GRAPHIC SCALE IN FEET

BENCH MARK
TOP NUT HYDRANT AT NORTHWEST QUADRANT OF DOZER CIRCLE AND COLE AVE. EL=986.18

00-ENG-121185-EXHIBIT-PHASE

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Mendota Heights, MN 55120
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I hereby certify that this plan 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

Name: John M. Meissner
Reg. No. 45831 Date 06-17-22

Revisions

Date	06-17-22
Designed	JMM
Drawn	JMM/MHC

PRELIMINARY PHASING PLAN
EAST CONNECTION

SHEFFER GROUP
4655 NICOLS ROAD STE 206
EAGAN, MINNESOTA 55122

CREEKSIDE HOLLOW
MONTROSE, MINNESOTA

2 OF 2

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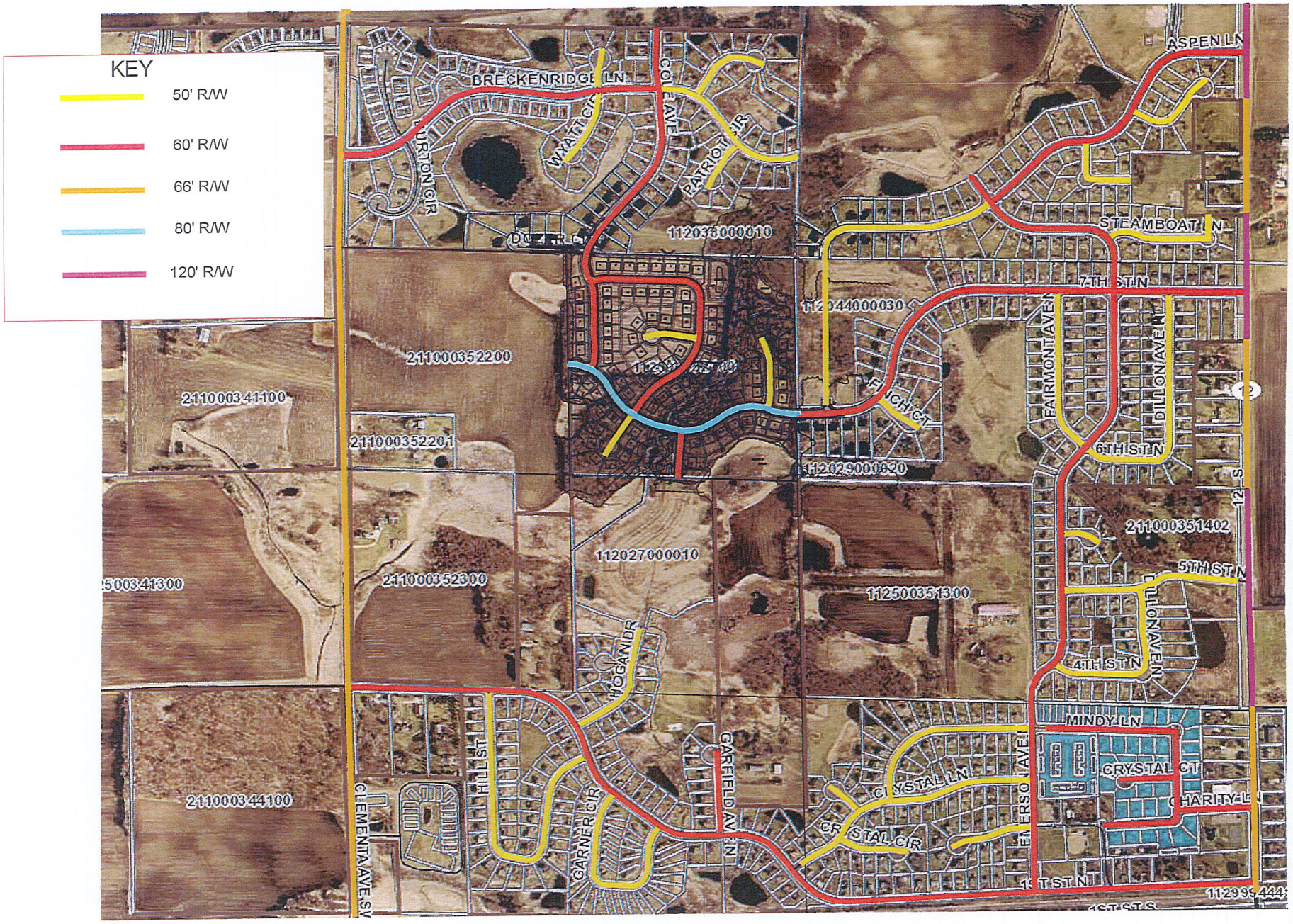

KEY
50' R/W
60' R/W
66' R/W
80' R/W
120' R/W
BRECKENRIDGE LN
COLE AVE
PATRIOT CIR
WYATT CIR
ASPEN LN
STEAMBOAT LN
7TH ST N
6TH ST N
5TH ST N
4TH ST N
1ST ST N
FAIRMONT AVE N
DILLON AVE N
FINCH CT
MINDY LN
CRYSTAL LN
CRYSTAL CIR
CRYSTAL CT
CHARITY LN
HOGAN DR
GARFIELD AVE N
GARNER CIR
HILL ST
CLEMENTA AVE S
112036000010
112044000030
112029000020
211000352200
211000352201
211000352300
211000351402
112027000010
112500035130
211000341100
211000344100

MONTROSE
It's good to be home.

ANNEXATION REQUEST

Date: August 3, 2022

Jessica Bonniwell
City Administrator
City of Montrose
311 Buffalo Avenue South
P.O. Box 25
Montrose, MN 55363

RE: Annexation

Dear Ms. Bonniwell,

This letter serves to request the City of Montrose annex the property located at:
6824 Clementa Ave SW and 1847 75th St. SW

PID # 220000023300 and 220000113200

Shown on the attached exhibit A and described on the attached Exhibit B.

We understand that the City of Montrose has adopted a Comprehensive Plan, which discusses future growth, including our land. We would like to be annexed into the City of Montrose and have City sewer and water extended to the land.

Please contact me/us with any questions you have about the request.

Sincerely,

Name: Kent Roessler

Signature: DocuSigned by: 37D8CC65EBF6470... 8/12/2022

Sambatek

Engineering | Surveying | Planning | Environmental

August 18, 2022

Jessica Bonniwell
City of Montrose
311 Buffalo Avenue South
Montrose, MN 55363

Dear Ms. Bonniwell:

On behalf of current property owner Kent Roessler, please accept this application for annexation into Montrose from Woodland Township for the following two parcels:

R220-000-113200
R220-000-023300

A map of these parcels is included in this application. A copy of this letter is also being sent to Woodland Township.

Sincerely,

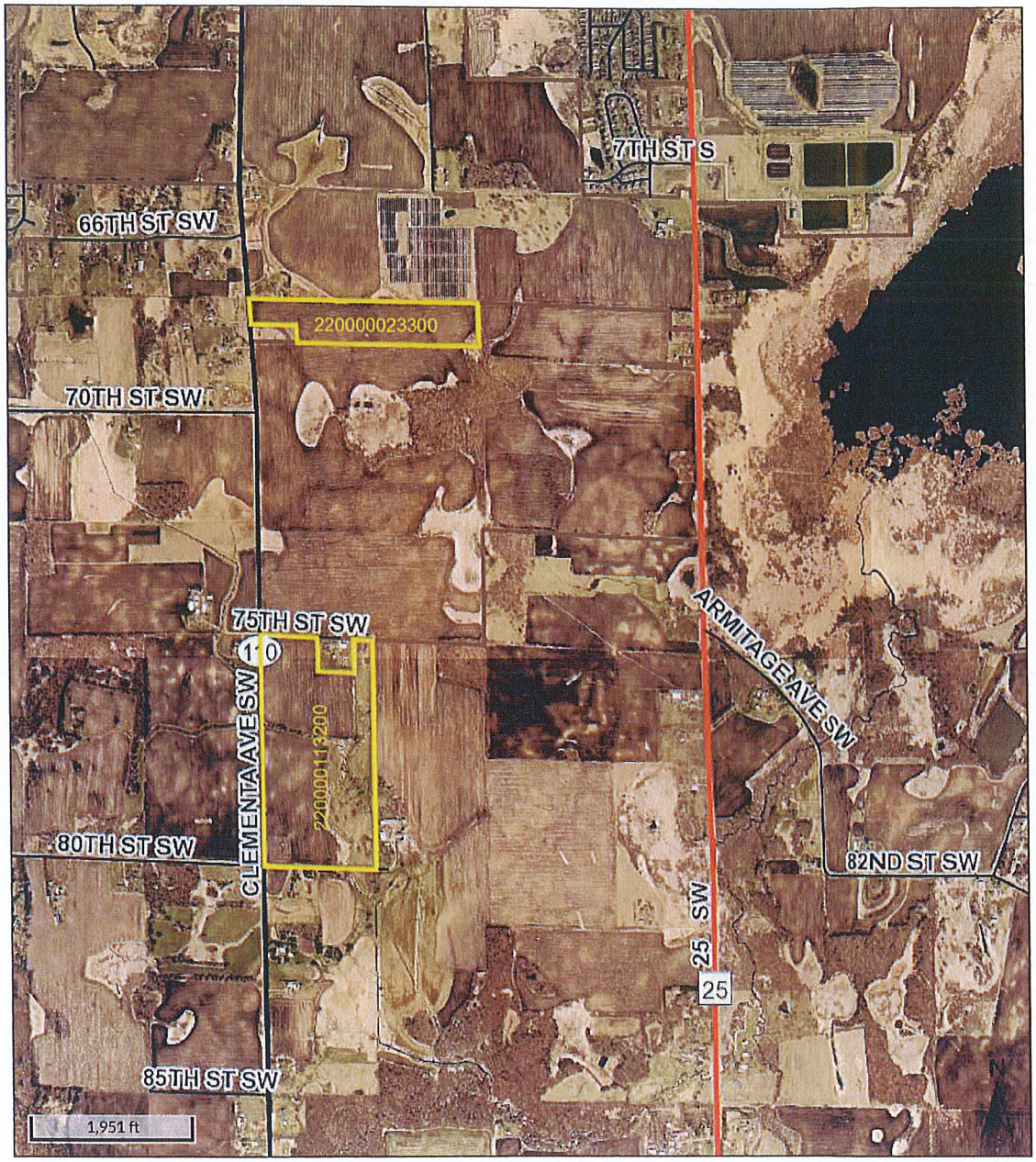
Steve Troskey, AICP
Residential Practice Leader

Enclosures:
Montrose Annexation Application
Map of Parcels
Tax Description of Parcels

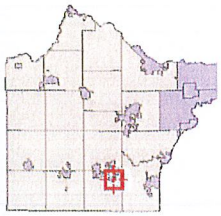
Beacon™ Wright County, MN

Exhibit A - Parcel Annexation Map

Created by: Sambatek, Inc.



Overview



Legend

Roads
- CSAHCL
- CTYCL
- MUNICL
- PRIVATECL
- TWPCL

Highways
- Interstate
- State Hwy
- US Hwy

City/Township Limits
- c
- t

Parcels

Torrens

Date created: 8/3/2022
Last Data Uploaded: 8/3/2022 7:54:37 AM

Developed by Schneider GEOSPATIAL

EXHIBIT B – PROPERTY DESCRIPTIONS

Parcel R220-000-113200:

Sect-11 Twp-118 Range-026

UNPLATTED LAND WOODLAND TWP 76.56 AC W1/2 OF SW1/4 EX TR DES ON DOC753383(113201)

Parcel R220-000-023300:

Sect-02 Twp-118 Range-026

UNPLATTED LAND WOODLAND TWP 27.51 AC N495FT OF S1/2OF SW1/4 EX S200FT OF W543FT OF N495FT OF S1/2 OF SW1/4 (023302)

CITY OF MONTROSE
COUNTY OF WRIGHT
STATE OF MINNESOTA

RESOLUTION ALLOWING THE ASSESSMENT OF UNPAID UTILITIES AND GARBAGE CHARGES TO THE 2023 TAXES

RESOLUTION 2022-30

WHEREAS, the Montrose City Council has reviewed the unpaid utility bills pursuant to Montrose City Code 30.07; and

WHEREAS, the property owners have been properly notified of said pending assessment;

NOW THEREFORE, BE IT RESOLVED; that the City Clerk will certify to the County Auditor for inclusion on the 2023 tax statements, those bills which remain unpaid as of October 24, 2022.

Council Member _____ moved for the adoption of the above Resolution.

Council Member _____ seconded the motion.

In favor:

Opposed:

Date: **Monday, October 24, 2022**

Signed: _____
Kirby Moynagh, Mayor

Attest: _____
Michael Sommerfeld, City Clerk/Treasurer

UTILITY ASSESSMENTS

OCTOBER, 2022

Name / Address	PID	Amount
William Rogers 1116 Sunset Avenue Montrose, MN 55363-4400	112-047-005030	$ 107.95
Kirby Walberg 1116 Foede Circle Montrose, MN 55363-4401	112-047-010020	$ 719.66
Jarett Harmon 504 Emerson Court Montrose, MN 55363-8617	112-031-003080	$ 2,521.36
Jeffrey & Michelle Drews 5245 79th Avenue Loretto, MN 55357-4607	112-017-004010	$ 1,853.90
Reynard & Rosemarie Johnson 115 Sherri Lane N Montrose, MN 55363	112-013-003170	$ 3,077.62
Mark Kaiser 331 Buffalo Avenue S Montrose, MN 55363-9415	112-012-005081	$ 86.02
Erica Lammers 106 Garner Circle Montrose, MN 55363	112-026-001040	$ 109.30
Michelle Lamothe 1024 White Tail Lane Montrose, MN 55363	112-047-001100	$ 96.31

Danielson Real Estate, LLC 3616 20th Street NE Buffalo, MN 55313-4220	112-040-001020		$	127.74
Keystone I, LLC PO Box 98 Buffalo, MN 55313-0098	112-500-363318		$	214.42
Keystone I, LLC PO Box 98 Buffalo, MN 55313-0098	112-500-363318		$	21.60
Charles Condon & Wenchu Liao 290 Pheasant Ridge Drive Montrose, MN 55363	112-018-001010		$	123.56
Travis Coder 154 Crystal Circle Montrose, MN 55363	112-017-002030		$	56.11
Mark & Janell Kunze 5934 Main Street W Maple Plain, MN 55359-9359	112-026-001150		$	585.21
Ellen Bauman 814 S Main Avenue Sioux Falls, SD 57104-4908	112-026-001210		$	303.79
David Moe & Veronica Bowers 612 6th Street N Montrose, MN 55363-6303	112-045-001160	PAID	$	51.45
713 BCW Property, LLC 18427 215th Avenue NW Big Lake, MN 55309-2606	112-033-002080		$	54.56
Danielson Real Estate, LLC 3616 20th Street NE Buffalo, MN 55313-4220	112-036-001130		$	153.33

REFUSE SERVICE ASSESSMENTS

OCTOBER, 2022

Name / Address	PID	Amount
SIDNIE A CHANTLAND PO BOX 460 MONTROSE MN 55363-0460	112-010-007020	$ 188.05
JOEL M MENGELKOCH 340 2ND ST S PO BOX 513 MONTROSE MN 55363-0513	112-012-003010	$ 58.46
MARK KAISER 331 BUFFALO AVE S MONTROSE MN 55363-9415	112-012-005081	$ 111.23
JOHN J ANDRES PO BOX 514 MONTROSE MN 55363-051	112-012-006270	$ 58.46
JEFFREY & MICHELLE DREWS 5245 79TH AVE LORETTO MN 55357-4607	112-017-004010	$ 253.90
NICHOLAS BOGDAN 219 CRYSTAL LN MONTROSE MN 55363-8586	112-017-006010	$ 161.72
KYLE KINGSBURY 107 CHARITY CIR MONTROSE MN 55363	112-021-001190	$ 220.70
EDDIE L & NICOLE C ANDREOFF 303 MINDY LN MONTROSE MN 55363-8587	112-022-001120	$ 253.90

JAYMEE S LAWRENZ 134 PHEASANT RIDGE DR MONTROSE MN 55363-5436	112-024-003050	$	253.90
JOSEPH & ALEATHEA M MILLS 219 QUAIL DR MONTROSE MN 55363-5439	112-025-001050	$	253.90
ERICA L LAMMERS 106 GARNER CIR MONTROSE MN 55363	112-026-001040	$	122.92
MARK & JANELL KUNZE 5934 MAIN ST W MAPLE PLAIN MN 55359-9359	112-026-001230	$	314.28
MERTON W & MICHELLE A CLARK 123 HILL ST MONTROSE MN 55363	112-027-001120	$	58.46
KRISTINA R HANKE 130 HILL ST MONTROSE MN 55363-8597	112-027-002020	$	303.30
BRANDEN B STOVER 502 5TH ST N MONTROSE MN 55363-5500	112-031-001060	$	71.79
WILLIAM R & LUANN K KEMPF 500 5TH ST N MONTROSE MN 55363-5500	112-031-001070	$	72.52
KATHY JO PETERSON 511 EMERSON AVE N MONTROSE MN 55363-8616	112-031-004050	$	356.79
RENE WALTER STEINER PO BOX 398 MOUND MN 55364-0398	112-032-001070	$	303.30

DANIELSON REAL ESTATE LLC 3616 20TH ST NE BUFFALO MN 55313-4220	112-036-001030	$	273.02
DANIELSON REAL ESTATE LLC 3616 20TH ST NE BUFFALO MN 55313-4220	112-036-001130	$	77.19
GREENHAGEN PROPERTIES LLC 202 4TH ST N #219 WAVERLY MN 55390-0219	112-036-001150	$	60.46
AUBREY BRIANNA BOLDT 1009 ALEXANDER CT MONTROSE MN 55363	112-038-001050	$	150.74
FOREST CREEK HOME OWNERS ASSSOCIATION INC PO BOX 696 MONTICELLO MN 55362-0696	112-038-001150	$	51.32
SUNNY MICHALICEK & STACI SIMEK 900 WYATT CIR MONTROSE MN 55363	112-038-008170	$	79.86
WOODY'S ON MAIN PROPERTY LLC 6000 MAIN ST ROCKFORD MN 55373-5502	112-038-008410	$	99.16
DANIEL J & AMANDA K KREUTER 817 EMERSON AVE N MONTROSE MN 55363-4511	112-039-001080	$	58.46
DANIELSON REAL ESTATE LLC 3616 20TH ST NE BUFFALO MN 55313-4220	112-040-001010	$	253.90
SARAH KACHMAREK & RICHARD JACOBSON-MORENO 833 ASPEN LN MONTROSE MN 55363	112-042-003090	$	58.46

JOHNNY FITZPATRICK JR 738 7TH ST N MONTROSE MN 55363-6302	112-044-002060	$	389.90
THO THI ANH PHAN 606 6TH ST N MONTROSE MN 55363-6303	112-045-001130	$	119.92
WILLIAM BLAKE ROGERS 1116 SUNSET AVE MONTROSE MN 55363-4400	112-047-005030	$	264.88
KIRBY LEE WALBERG 1116 FOEDE CIR MONTROSE MN 55363-4401	112-047-010020	$	371.35
NATHAN MONTREUIL 1107 SUNSET AVE MONTROSE MN 55363	112-047-010220	$	202.92
JESSICA ZIMMERMANN 430 BUFFALO AVE S MONTROSE MN 55363-8552	112-500-012206	$	99.16
TODD P & KELLI J MCNEVIN 110 NELSON BLVD MONTROSE MN 55363	112-500-012209	$	99.16
KEYSTONE I LLC PO BOX 98 BUFFALO MN 55313-0098	112-500-363318	$	111.23
KEYSTONE I LLC PO BOX 98 BUFFALO MN 55313-0098	112-500-363318	$	58.46