

***PLANNING AND ZONING COMMISSION WORKSHOP MEETING  
JUNE 12, 2018***

The Workshop Meeting of the Andover Planning and Zoning Commission was called to order by Chairperson Kyle Nemeth on June 12, 2018, 5:30 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners present: Dean Daninger, Scott Hudson, Bert Koehler IV, Nick Loehlein, Jeff Sims (arrived at 5:39 p.m.), and Mary VanderLaan

Commissioners absent: None

Also present: City Administrator Jim Dickinson  
Community Development Director Joe Janish  
City Planner Stephanie Hanson  
Public Works Director/City Engineer David Berkowitz  
Others

***DISCUSSION OF 2018 COMPREHENSIVE PLAN UPDATE***

- ***Draft Parks and Open Space Plan***

Assistant Public Works Director Haas introduced himself and then presented a park map, noting it is broken into Zones A, B, C, and D and lists the size and activities at each park. He stated the City contains 69 parks and 4 open space properties ranging in size from under an acre to more than 152 acres. Anoka County operates two regional parks but there are no State or Federal parks within the City limits.

Assistant Public Works Director Haas explained the Met Council has categorized local and regional parks according to factors such as size, use, service area, location, and site attributes. The City has mini-parks, neighborhood parks/playgrounds, community playfields, community parks, local linear parks, trails, corridors and parkways. The City uses the categories in the selection of park locations to ensure a variety of park types and facilities are available to serve the needs of residents.

Assistant Public Works Director Haas stated there are two regional parks, Bunker Hills Regional Park and Rum River Central Regional Park, that serve Andover residents. He described the regional trail system map. It was noted the main trail in Andover is along

Bunker Lake Boulevard that will at some point in the future connect Bunker Hills Regional Park west to the Mississippi West County Park in the City of Anoka and to the east into Linwood Township. The Rum River Regional Trail is south of Bunker Lake Boulevard and 7<sup>th</sup> Avenue and continues south to the Mississippi River Regional Trail.

Assistant Public Works Director Haas stated the packet information also included definitions of parks from the Met Council's Comp Plan guidelines, open space evaluation, and site selection criteria for open space and parkland. The e-mail included the park dedication fee study that was recently approved by the City Council, noting it may be updated each year. The three criteria are existing, future, and replacement in the future.

Assistant Public Works Director Haas stated the study identified there is no need for additional mini-parks but the City is in line for an additional neighborhood park that includes an athletic field. Otherwise, the City's park system is nearly complete. Assistant Public Works Director Haas asked if there are questions on this chapter of the Comp Plan.

Commissioner Koehler asked about the accuracy of the forecasts on population growth from the Met Council, noting that parks are based on that data point. He stated when the Planning Commission reviews new neighborhoods, they hear comments that there are no parks within walking distance and asked what the answer is.

Commissioner Sims arrived at 5:39 p.m.

Assistant Public Works Director Haas explained the City uses the National Park and Recreational Guidelines to determine the number of mini-parks and neighborhood parks, noting the City has enough mini-parks at this time.

Commissioner Koehler noted when the lots are large in acreage, it is understood that there will not be a park within walking distance.

Assistant Public Works Director Haas stated the Park & Recreation Commission is studying the priority of each park and that evaluation will be presented to the City Council in August.

Commissioner Koehler stated to assure consistency, he wants to know what message to send when asked about parks. Assistant Public Works Director Haas suggested they be referred to his department.

Public Works Director/City Engineer Berkowitz stated developments generate money but maintenance costs are funded by the general fund, which is the challenge with maintenance of mini-parks. He explained that staff has to base everything off Met Council projections, which he believes are too high.

Commissioner Koehler stated that is the answer he is looking for.

City Planner Hanson stated Public Works Director/City Engineer Berkowitz is correct; however, no community has met the Met Council population numbers in the last round so they are aware of it.

Commissioner VanderLaan referenced the park dedication fees of other communities, including Eden Prairie at \$11,500 per acre and noted Andover has a lot of latitude to raise the price of park dedication per acre. She felt it would be prudent to take that step at this time. Commissioner VanderLaan stated 10% of market value has been around forever but is exclusive to Andover when looking at the park dedication fees of other communities.

Assistant Public Works Director Haas explained that 10% has been proven in court to be fair but it has not been used in Andover for years. City Administrator Dickinson stated since 1999, he has seen it used once in Andover. Assistant Public Works Director Haas explained the study showed it was just easier to use a per unit charge instead.

Chairperson Nemeth referenced the earlier comment about the City adding a park and asked whether it would be a mini-park or neighborhood park and what is the location. Assistant Public Works Director Haas stated it would be in the turkey farm area and between a mini-park and neighborhood park in size, just over one-half acre with a playground shelter, and perhaps a small basketball court. However, the plans are not yet at that level of detail since the plat has not been submitted.

Commissioner Daninger asked about classification of the municipal gym. Assistant Public Works Director Haas stated it is a community center and not considered part of the City's park system.

Commissioner Daninger stated it is nice to have the Park & Recreation Commission recommendation when the Planning Commission looks at a preliminary plat so it can be leveraged but sometimes there is a timing issue. He explained that open space and parks are popular topics so it would be good to do due diligence on this topic.

Assistant Public Works Director Haas stated staff is trying to get plats to the Park & Recreation Commission first, before it comes before the Planning Commission, so their recommendation can be considered.

Chairperson Nemeth stated a lot of times, the Planning Commission will be asked when a trail is going in. He asked what the Park & Recreation Commission considers with regard to trails. Assistant Public Works Director Haas stated they have just finished reviewing trail segments over the next five years and that evaluation will be presented to the City Council in August.

Chairperson Nemeth asked if there is a plan to explore the next location for trails. Assistant Public Works Director Haas reviewed several areas that are currently being considered and stated some segments are moving forward. In addition, staff is applying for DNR grants but that is a very competitive process.

Public Works Director/City Engineer Berkowitz explained there is a regional trail system as well as trails within parks. The Park & Recreation Commission used to be fully involved with review of trails within parks and weighed in with their recommendation. Two years ago, the City Council asked them to get back into that consideration, which they have done. But, the challenge is money, noting the trail for Crosstown from 140<sup>th</sup> to Bunker Lake Boulevard and segment with boardwalk will cost over \$600,000.

Commissioner Koehler stated the Mayor had mentioned the priority strategy was to look at and leverage the trail system to connect different trail points so it becomes useable across the City. Public Works Director/City Engineer Berkowitz stated that is still the case. Assistant Public Works Director Haas noted trails are included in the transportation section of the Comp Plan.

Commissioner VanderLaan asked if \$16 million is needed. Assistant Public Works Director Haas stated that is correct and explained the fees are adjusted every year depending on the types and numbers of improvements to be made.

Chairperson Nemeth asked if grants can be received for all trails. Assistant Public Works Director Haas reviewed the trail locations where staff is applying for grants. Public Works Director/City Engineer Berkowitz explained to receive a grant, the trail needs to have regional significance and connection to destination points.

- ***Draft Wastewater and Comprehensive Sewer Plan***

Public Works Director/City Engineer Berkowitz introduced himself and described his professional background. He explained that Assistant City Engineer Law had worked to combine all of the City's sewer data together into one detailed plan, which is updated periodically. He displayed the sewer map depicting projected service areas into the future, which is staff's best guess on areas that will be developed with sewer. He noted by 2020, most of the area within the Metropolitan Urban Service Area (MUSA) will be served.

Public Works Director/City Engineer Berkowitz displayed maps depicting the existing and future sewer system, noting two-thirds of Andover is currently served by City sewer. He explained the City's original Comp Plan showed a much smaller area of development, but there has been steady development through the years. He described the three major improvements that will be necessary to handle anticipated growth and eliminate over capacity. Improvements to the Yellow Pine Lift Station will include construction of a bypass lift station for the Bluebird North Trunk Line located at Yellow Pine Street and Crosstown Boulevard. This improvement will divert all of the existing flow in the

Bluebird Trunk north of Crosstown Boulevard west to the Pinewood Trunk Line and allow increased capacity for development in the Bluebird South Trunk Line (areas east of Yellow Pine Street, south of Crosstown Boulevard, north of Andover Boulevard, extending to the City's eastern limit). The Yellow Pine bypass will be constructed in the next year and serve all lots that are currently platted.

The second major improvement project will include diverting a portion of the flow in the Coon Creek Trunk Line into the Bunker Lake East Trunk Line. This improvement would eliminate potential surcharging of the Crosstown Boulevard Trunk Line as development progresses. It will be completed once upstream development increases flows to near capacity in the Crosstown Trunk Line with funding from the City's Trunk Sewer Fund.

Public Works Director/City Engineer Berkowitz stated the Crosstown Boulevard trunk lines are at approximately 91.5% of capacity so another bypass will go to the Bunker Lake Boulevard Trunk line when the Winslow property is developed, which is anticipated within the next five years.

Public Works Director/City Engineer Berkowitz stated the Rural Reserve Trunk Sewer Line is priced at \$2 to \$3 million dollars to extend. So, the development community will need to determine whether that is a feasible option to develop that area since the improvement will be paid through area and connection fees. This trunk line would connect to the existing Crooked Lake Boulevard Trunk system at Bunker Lake Boulevard and Crooked Lake Boulevard and generally extend north, following Coon Creek, up to South Coon Creek Drive and then extend north through the center of the Rural Reserve area to 161<sup>st</sup> Avenue. The City is cautious about who builds the infrastructure and when it is built. It is known there is good developable land to the north side of Rural Reserve area.

Public Works Director/City Engineer Berkowitz stated those are the three main improvements for the ultimate buildout. The rest of the area outside the MUSA is on private septic systems. He explained it would be extremely expensive to add additional capacity to the Crosstown Boulevard Trunk. So, it is most likely not feasible for areas outside MUSA to develop as they are already set up as rural lots and the assessments would be too high. This means Andover will remain two-thirds urban and one-third rural, which provides a good mix.

Commissioner Koehler asked when it comes through a neighborhood, what kind of interruptions will residents experience. Public Works Director/City Engineer Berkowitz stated for the bypass extensions, there will be limited impact as it involves a directional drill with pipes pushed underground. The pipe will also be put in the ground with the Hanson Boulevard project. He noted there will be more impacts to serve the Rural Reserve area.

Commissioner Koehler asked if there will be assessments. Public Works Director/City Engineer Berkowitz stated there are assessments if the property receives benefit.

Commissioner Koehler asked about the disruption with the sewer line along South Coon Creek and if it should have been done years ago with the watermain installation. Public Works Director/City Engineer Berkowitz stated there will be limited disruption as it will be directionally bored under South Coon Creek Drive.

Commissioner Sims asked about final sewer connections and if the City provides treatment. Public Works Director/City Engineer Berkowitz used a map to point out the location of the 36-inch line and Crooked Lake interceptor that goes through the Met Council system to St. Paul for treatment. He explained the level of treatment over the years has been greatly reduced because of low-flow toilets and washing machines as well as the requirement to address inflow/infiltration (I/I). Because of those efforts, the Met Council system now has additional capacity.

Commissioner Sims asked what the City's water treatment plant handles. Public Works Director/City Engineer Berkowitz explained it treats the City's drinking water supply.

Commissioner Loehlein asked whether the ratio of two-thirds on sanitary sewer and one-third not on sanitary sewer is based on population. Public Works Director/City Engineer Berkowitz answered in the affirmative.

Commissioner Daninger suggested taking a moment to remember Winslow, who saw long term and had a great concern with the sewer. Commissioner Daninger noted the property north of 161<sup>st</sup> Avenue was discussed about the sewer capacity, new technology, and limited number of connections and asked whether the City correctly predicted the level of connections. Public Works Director/City Engineer Berkowitz stated he thinks the City predicted the best possible number based on the information available at the time.

Commissioner Daninger stated there were many meetings when this was discussed and asked if it worked out as anticipated. Public Works Director/City Engineer Berkowitz answered in the affirmative, noting it has been pushed to the limit. He explained the City uses 225 gallons per connection but the Met Council uses 274 gallons per connection and the average may now be less than 225 gallons. Also, the system is designed at 95% capacity, not 100% capacity, and long ago the bypasses were identified so the system could be balanced.

Chairperson Nemeth stated his recollection of the discussion and staff mention that as the development pushed to the north, there were additional units so the capacity could be met.

Commissioner Daninger asked how it is known when the system does not work. Public Works Director/City Engineer Berkowitz stated there would be surcharges in the manholes, especially at lower elevations because the manholes cannot keep up and at a point, it will come out in the resident's basements.

Commissioner Koehler asked whether 95% of capacity is an industry standard. Public Works Director/City Engineer Berkowitz stated it is his comfort level and he does not know what other cities use. Commissioner Koehler stated he does capacity planning in other areas (HVAC/electrical) and has never heard of using a number as high as 95%. Public Works Director/City Engineer Berkowitz drew a diagram to explain the flow capacity and flow level.

City Administrator Dickinson clarified it addresses peak flow at certain times of the day, not constant flow. Commissioner Koehler asked if it matters whether peak or not once it exceeds 100%.

Commissioner VanderLaan commented on past discussions with former City Engineer Dewey Kasma, from TKDA. She originally thought that 95% capacity may be too close but then it was stressed this was only during peak flows so it was then a comfortable number.

Chairperson Nemeth noted Lift Stations 4 and 9 are to be determined and asked when it will be decided that it needs to be updated. Public Works Director/City Engineer Berkowitz stated Lift Station 9 was originally put in to serve the Country Oaks West lots. Then, when it was determined they would develop farther north, it was decided a larger higher capacity pump was needed and that work has been done. Lift Station 4 is in the middle of a large service area. Two improvements were done to increase the forcemain and pump and now it will be based on capacity. Public Works Director/City Engineer Berkowitz explained the City charges a fee for new developments to fund the improvement so it will be determined based on function, failure, and theoretical numbers.

Chairperson Nemeth referenced I/I policies and asked how the City knows when there is a drain connected to the sanitary sewer system. Public Works Director/City Engineer Berkowitz explained since Andover is a relatively new community, it has not occurred in the last 20 years. However, there could be some illegal connections and if discovered, the City would pursue having those disconnected. He noted the Building Department inspector makes sure garage floor and other types of drains are not connected. In addition, most of the City's system is constructed of PVC, manhole leaks are sealed, and the system is televised.

Chairperson Nemeth asked if the City anticipates septic systems will not come on line for many years due to the high cost and there are no mains to which they can connect. Public Works Director/City Engineer Berkowitz explained at one time, there was talk about an interceptor up 7<sup>th</sup> Avenue but that has gone away. He noted it would cost millions of dollars to serve those areas so larger-sized rural lots would have to be subdivided multiple times to make it financially feasible.

Commissioner Loehlein asked if there is a system that monitors flow rates in pipes. Public Works Director/City Engineer Berkowitz stated there is no mechanical monitoring

equipment. It is based on theoretical calculations and how lift stations are operating. If staff sees an issue with a surcharge, then an individual flow meter can be installed.

Chairperson Nemeth asked how much capacity will be alleviated by the Bluebird North Trunk Line that will go to the Yellow Pine bypass. Public Works Director/City Engineer Berkowitz stated it will lower capacity to 72% by going down to the Pinewood Trunk Line that is at 32% capacity.

***OTHER BUSINESS.***

None.

***ADJOURNMENT.***

***Motion*** by Commissioner Loehlein, seconded by Commissioner Daninger, to adjourn the meeting at 6:33 p.m. Motion carried on a 7-ayes, 0-nays, 0-absent vote.

Respectfully Submitted,

Carla Wirth, Recording Secretary  
*TimeSaver Off Site Secretarial, Inc.*