



## Planning Commission Agenda

Wednesday, November 5, 2025

6:30 PM

City Council Chambers

*(Any times listed are approximate – please note that items may be earlier or later than listed on the agenda)*

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Public Comment**
5. **Approval of Meeting Minutes**
  - a. Approve September 3, 2025 Minutes
6. **Communications and Recognitions**
7. **Public Hearing**
  - a. Consider a request for an amendment to an approved Planned Unit Development to allow a home design that is different from the design approved in 2005 (PF25-010)
8. **Business**
  - a. Appoint a Member to Serve on the Civic Campus Final Design Stakeholder Group
9. **Commission Direction on Commission Member Initiated Agenda Items**
10. **Adjourn**

  
**REQUEST FOR COMMISSION ACTION**

Date: **11/5/2025**  
Item No.: **5.a.**

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Department Approval

Agenda Section  
Approval of Meeting Minutes

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**Item Description:** Approve September 3, 2025 Minutes

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- 1
  - 2 **Application Information**
  - 3 n/a
  - 4
  - 5 **Background**
  - 6 n/a
  - 7
  - 8 **Staff Recommendation**
  - 9 n/a
  - 10
  - 11 **Requested Planning Commission Action**
  - 12 Review the September 3, 2025 minutes and make a motion to approve subject to requested corrections.
  - 13
  - 14 **Alternative Actions**
  - 15 n/a
  - 16
  - 17
- Prepared by:**
- Attachments:**    1.    September 3, 2025 Minutes



**Planning Commission Regular Meeting  
City Council Chambers, 2660 Civic Center Drive  
Draft Minutes – Wednesday, September 3, 2025 – 6:30 p.m.**

- 1 **1. Call to Order**  
2 Chair Bjorum called the regular meeting of the Planning Commission to order at  
3 approximately 6:30 p.m. and reviewed the role and purpose of the Planning Commission.  
4
- 5 **2. Roll Call**  
6 At the request of Chair Bjorum, City Planner Thomas Paschke called the Roll.  
7
- 8 **Members Present:** Chair Erik Bjorum, Vice-Chair Pamela Aspnes, and  
9 Commissioners Tammy McGehee, Steve Cyra, and Erin Lynch.  
10
- 11 **Members Absent:** Commissioners Allison Campbell Jensen and Jon Barstad  
12
- 13 **Staff Present:** City Planner Thomas Paschke, Community Development Director  
14 Janice Gundlach, and Senior Planner Bryan Lloyd.  
15
- 16 **3. Approve Agenda**  
17
- 18 **MOTION**  
19 **Member McGehee moved, seconded by Member Aspnes, to approve the agenda as**  
20 **presented.**  
21
- 22 **Ayes: 5**  
23 **Nays: 0**  
24 **Motion carried.**  
25
- 26 **4. Public Comment**  
27
- 28 None.  
29
- 30 **5. Review of Minutes**  
31
- 32 **a. August 6, 2025, Planning Commission Regular Meeting**  
33
- 34 **MOTION**  
35 **Member McGehee moved, seconded by Member Lynch, to approve the August**  
36 **6, 2025, meeting minutes.**  
37
- 38 **Ayes: 5**  
39 **Nays: 0**  
40 **Motion carried.**  
41

42 **6. Communications and Recognitions:**

43

44 **a. From the Commission or Staff:** *Information about assorted business not already on*  
45 *this agenda, including a brief update on the 2040 Comprehensive Plan Update*  
46 *process.*

47

48 None.

49

50 **7. Public Hearing**

51

52 **a. Minor Plat at 2035 Twin Lakes Parkway (PF25-014)**

53 Chair Bjorum noted that this item would not be discussed because it was scheduled to  
54 be moved directly to the city council meeting sometime in September.

55

56 City Planner Paschke explained that once the applicant completes the proposal, it will  
57 be scheduled for a city council meeting, and then a public notice will be issued for  
58 that meeting.

59

60 **b. Request by Flor Preciosa LLC to allow a Cannabis Combination Business, to**  
61 **include retail, as a Conditional Use at 2730 Snelling Avenue (PF25-013)**

62 The applicant withdrew this item for consideration.

63

64 **8. Business**

65

66 None.

67

68 **9. Commission Direction on Commission Member-Initiated Agenda Items**

69

70 **a. Accessory Structure Wall Height and Overall Height Maximums**

71 Chair Bjorum explained that Member Cyra requested that this item be reviewed by  
72 the Commission to see if further discussion is needed at a future meeting.

73

74 Community Development Director Gundlach outlined the process for discussing and  
75 making decisions on the issue.

76

77 Member Cyra provided an overview of the issue, including historical background and  
78 concerns with the current code. He reviewed the memo he sent to the Planning  
79 Commission regarding his reasons for requesting further discussion on this topic,  
80 including the 9-foot maximum wall height and overall building height limit for  
81 accessory structures on residential properties. He felt there was an unclear original  
82 rationale for a 9-foot max wall height.

83

84 Member Cyra discussed the unclear original reason for the nine-foot wall height limit  
85 and its inconsistency with broader code logic. He pointed out the conflict with other  
86 allowed uses and how it compares to neighboring cities. He also noted the overly  
87 restrictive height limit and the obscure measurement method used.

88

89 Member McGehee and Mr. Paschke discussed the practical implications and design  
90 standards for accessory structures.

91  
92 Member McGehee expressed concerns about how taller structures might affect nearby  
93 properties and emphasized the need for design standards.

94  
95 Member Aspnes recommended gathering related issues for a thorough discussion.

96  
97 Member Cyra discussed the possible need for changes to the code and the  
98 implications for accessory dwelling units.

99  
100 Member Lynch requested clarification on accessory dwellings in relation to the size  
101 of new trucks and whether this topic had been previously discussed.

102  
103 Members McGehee and Aspnes indicated the use of variances and the Variance  
104 Board to submit requests for structure height deviations from standard Code  
105 requirements.

106  
107 **MOTION**  
108 **Member McGehee, seconded by Member Aspnes, to not bring this item forward**  
109 **to a future Planning Commission meeting for discussion.**

110  
111 **Ayes: 3 (McGehee, Aspnes, Bjorum)**  
112 **Nays: 1 (Cyra)**  
113 **Abstain: 1 (Lynch)**  
114 **Motion carried.**

115  
116 Chair Bjorum thanked Member Cyra for bringing the issue forward and reiterated the  
117 existing variance process for addressing such issues.

118  
119 **10. Adjourn**

120  
121 **MOTION**  
122 **Member Aspnes, seconded by Member McGehee, to adjourn the meeting at 7:10**  
123 **p.m.**

124  
125 **Ayes: 5**  
126 **Nays: 0**  
127 **Motion carried.**

128  
129

**ROSEVILLE**  
**REQUEST FOR COMMISSION ACTION**

Date: **11/5/2025**  
 Item No.: **7.a.**

Department Approval

Agenda Section  
 Public Hearing

*Janice Gundlach*

**Item Description:** Consider a request for an amendment to an approved Planned Unit Development to allow a home design that is different from the design approved in 2005 (PF25-010)

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**Application Information**

Property owner: Trust Builders and Developers, LLC  
 Applicant: Joshua Markum Builders, Inc.  
 Location: 180-188 Elmer Street  
 Application considered complete: October 13, 2025  
 City action deadline: December 12, 2025

Land Use Context	Existing Land Use	Guiding	Zoning
Site	undeveloped	HR	HDR
North	detached dwellings undeveloped	LR MR	LDR MDR
West	school	INST	INST
South	apartments	HR	HDR
East	apartments	HR	HDR

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**Background**

The subject of this application is the design of five attached and detached town homes on lots that were created as part of a Planned Unit Development (PUD) in 2005 which includes the wetland and McCarron Pond apartments to the south. The home design approved with the PUD are of a one-story design and the applicant is proposing a two-story design that is better suited to the modern housing market. As a consequence of the proposed homes having a second story, the footprint of each home on its respective lot is also somewhat smaller than what is represented in the plans approved in 2005. The site plan and elevation drawings from the approved PUD and the site plan and elevation drawings of the proposed homes are included with this RPCA as Attachment 3.

Under the zoning code's provisions for PUDs, development of a PUD must conform to the approved plans, with some very narrow exceptions allowing staff to approve minor deviations from the approved PUD plans. Although the proposed change to the site plan could be approved by staff, the proposed change from a one-story design to a two-story design is explicitly precluded from administrative approval

25 by the zoning code; such a change requires formal review and approval through this PUD Amendment  
26 process. In order for the applicant to gain approval of the home design change, therefore, the Planning  
27 Commission must hold public hearings and make recommendations for--and the City Council must  
28 approve--both a concept plan and a final plan.

### 29 30 Legislative Authority

31 When considering a request to amend an approved PUD, the role of the City is **legislative**; to review a  
32 proposal for its merits in addition to evaluating the potential impacts to the public health, safety, and  
33 general welfare of the community. The City has broad discretion when acting in its legislative capacity,  
34 such that even if a comprehensive plan change or rezoning request is found to be compatible with the  
35 Comprehensive Plan and is otherwise a desirable proposal, the City may still deny the request if the  
36 proposal fails to promote the public health, safety, and general welfare.

### 37 38 Public Hearing

39 The purpose of a public hearing for such an application is to **consult** the public. It is an opportunity for  
40 the public to learn the relevant facts about a proposal, ask clarifying questions, and provide input  
41 pertaining to the relevant facts as well as to the analysis of the facts as presented by City staff.

### 42 43 **PUD Amendment Analysis**

44 Because the homes illustrated in the 2005 PUD approval simply represent a design the developer  
45 believed would be desired in the housing market of that time, Planning Division staff believes that a  
46 modest redesign of the homes, as proposed, to suit the current housing market is an acceptable change.  
47 Approval of this PUD Amendment application would facilitate development of these lots, which is  
48 otherwise limited to the home design approved two decades ago.

49  
50 The PUD Amendment process specified in the zoning code consists of a concept plan phase and a final  
51 plan phase. For the concept phase, a developer open house is required, along with a public hearing  
52 before the Planning Commission and action by the City Council. The final phase also requires a  
53 Planning Commission public hearing and City Council action, but not another open house. This whole  
54 process likely makes sense for a large, complicated PUD for which a proposed amendment might also  
55 be large and complicated. In such a case, the developer can begin by presenting conceptual-level plans  
56 during the concept phase of the process and, if the conceptual PUD amendment is approved, they can  
57 prepare and present detailed plans to the Planning Commission and City Council in the final plan phase.  
58 The current PUD Amendment application seeking approval of an updated home design is obviously  
59 much simpler and much more limited in its scope than what is anticipated by the process defined in the  
60 zoning code. Therefore, instead of having the applicant navigate the prescribed concept review phase  
61 and then resubmit the very same elevation and site plan drawings for the final review phase, Planning  
62 Division staff is recommending that the Planning Commission hold one public hearing pertaining to the  
63 proposed PUD amendment, but makes two recommendations: one regarding the concept of the  
64 proposed amendment, and a second regarding the proposed final plan.

### 65 66 Grading, Drainage & Stormwater

67 By amending the PUD to allow for the construction of two-story homes instead of the previously  
68 approved one-story homes, grading, drainage and stormwater plans will need to be updated to reflect  
69 slightly smaller footprints. Additionally, grading, drainage and stormwater requirements have changed  
70 since the original PUD approval and the applicant will have to adhere to current requirements. City  
71 engineering staff are aware of the PUD amendment proposal and do not have concerns the requested  
72 amendment will impact the ability to comply with applicable grading, drainage and stormwater  
73 regulations.

### 74 75 Public Comment

76 The required open house meeting pertaining to the proposed new home design was held on June 25,  
77 2025, and the applicant's summarization of the conversation at the meeting is included with this RPCA in  
78 Attachment 4. While the summarization indicates questions on a variety of topics, there does not appear  
79 to have been any particular areas of great concern, nor has Planning Division staff received any

80 communication from the public regarding the plans as of the time this report was published. Staff would  
81 note that following the open housing meeting an inquiry was made suggesting the applicant did not hold  
82 the meeting for the entire duration that was published in the notice given this particular resident  
83 attempted to attend the meeting but found the meeting had already concluded as the venue was locked.

84

85 **Staff Recommendation**

86 Planning Division staff recommends two actions.

- 87 1. **By motion, recommend approval of the proposed PUD Amendment concept plan** to allow a  
88 two-story town home design to replace the approved one-story design, based on the content of  
89 this RPCA, public input, and Planning Commission deliberation.  
90 2. **By motion, recommend approval of the proposed PUD Amendment final plan** to allow a  
91 two-story town home design to replace the approved one-story design, based on the content of  
92 this RPCA, public input, and Planning Commission deliberation.

93

94

95 **Requested Planning Commission Action**

- 96 1. **By motion, recommend approval of the proposed PUD Amendment concept plan** to allow a  
97 two-story town home design to replace the approved one-story design, based on the content of  
98 this RPCA, public input, and Planning Commission deliberation.  
99 2. **By motion, recommend approval of the proposed PUD Amendment final plan** to allow a  
100 two-story town home design to replace the approved one-story design, based on the content of  
101 this RPCA, public input, and Planning Commission deliberation.

102

103

104 **Alternative Actions**

- 105 1. **Pass a motion to table the request for future action.** An action to table consideration the  
106 request must be based on the need for additional information or further analysis to make a  
107 recommendation. Tabling may require an extension of the action deadline mandated in  
108 Minnesota Statute to avoid statutory approval.  
109 2. **Pass a motion to recommend denial of the PUD Amendment.** Recommendations of denial  
110 should be supported by specific findings of fact based on the Planning Commission’s review of  
111 the application, applicable zoning regulations, and the public record.

112

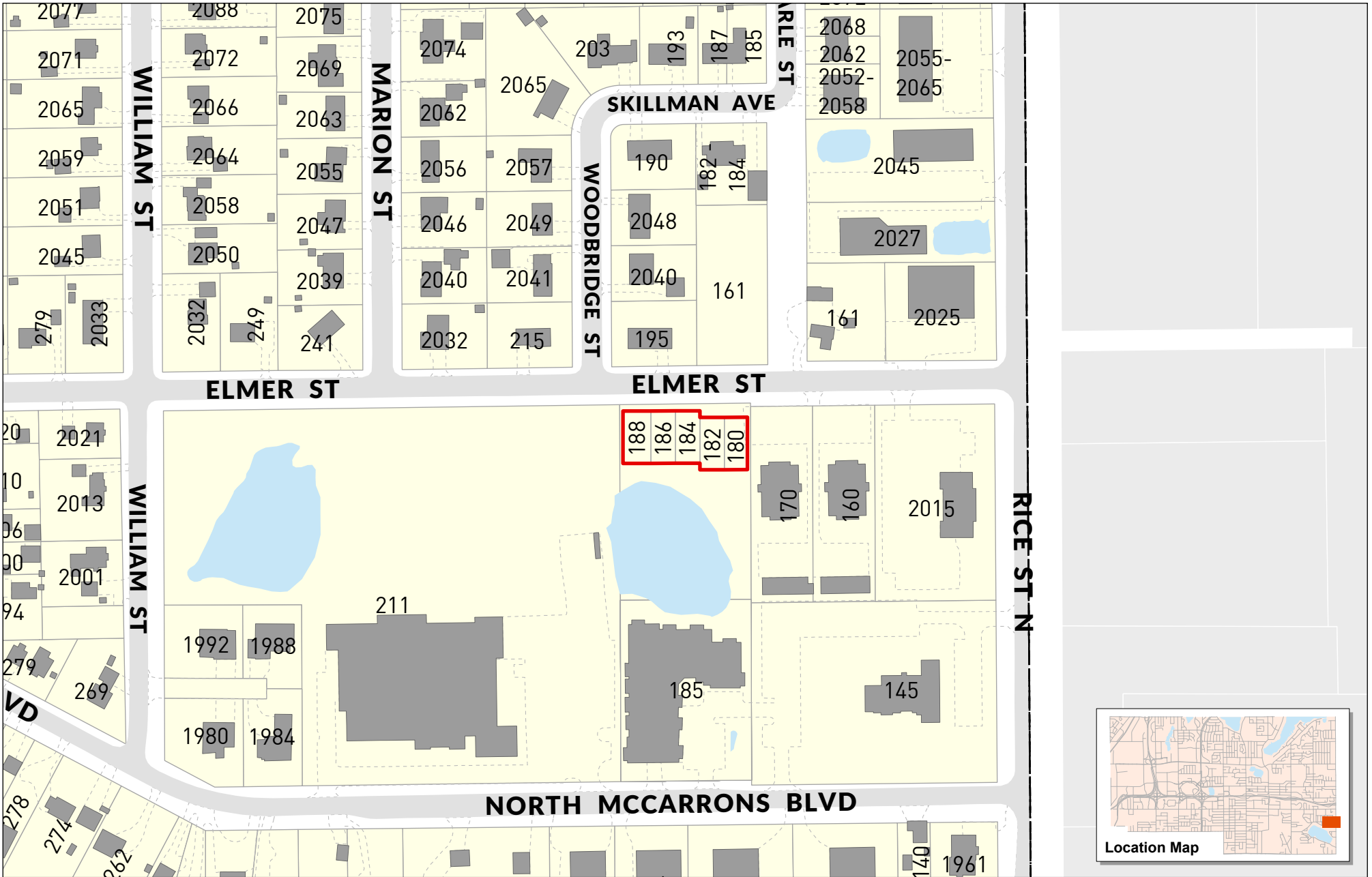
113

**Prepared by:** Bryan Lloyd, Senior Planner

- Attachments:**
- 1. Area Map
  - 2. Aerial Photo
  - 3. Approved and Proposed Home Design
  - 4. Open House Summary

114

# Attachment 1: Planning File 25-010

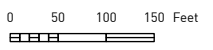


**ROSEVILLE**  
 Prepared by:  
 Community Development Department  
 Printed: October 28, 2025



**Data Sources**  
 \* Ramsey County GIS Base Map (10/4/2025)  
 For further information regarding the contents of this map contact:  
 City of Roseville, Community Development Department,  
 2660 Civic Center Drive, Roseville MN

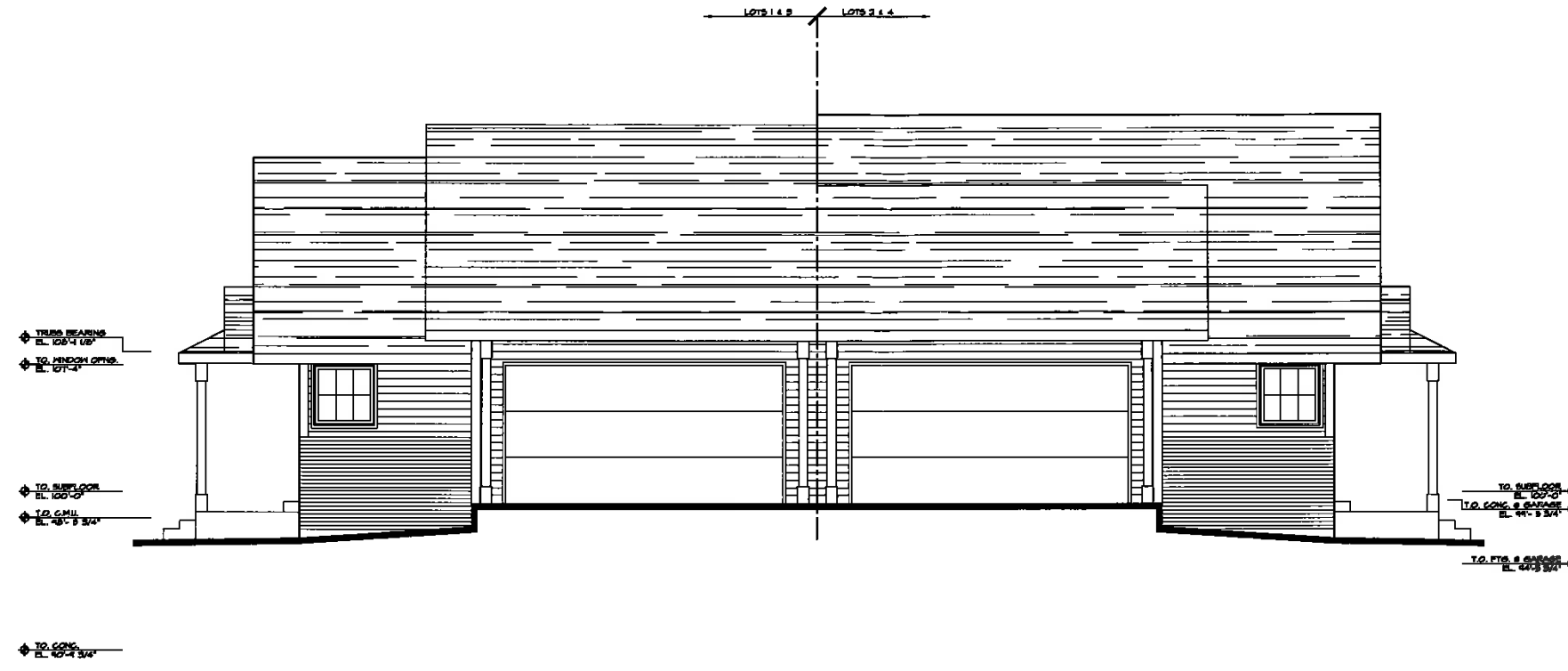
**Disclaimer**  
 This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7085. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.



# Attachment 2: Planning File 25-010



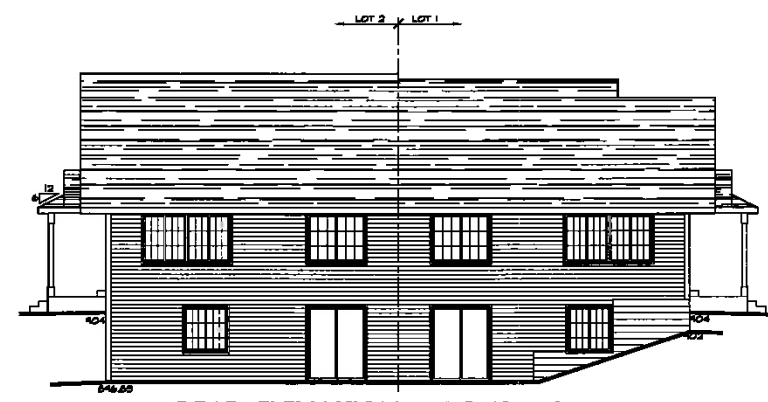
MARK	DATE	ISSUE FOR
1	8.22.09	OWNER REVIEW



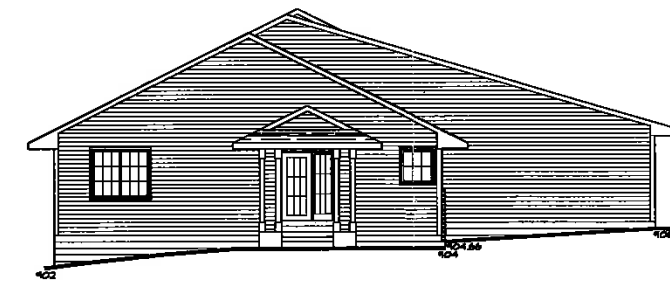
1 TYPICAL FRONT ELEVATION  
 1/4" = 1'-0"



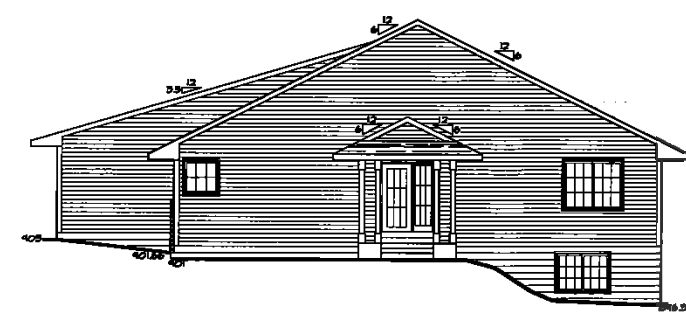
2 RIGHT ELEVATION - LOT 2  
 1/8" = 1'-0"



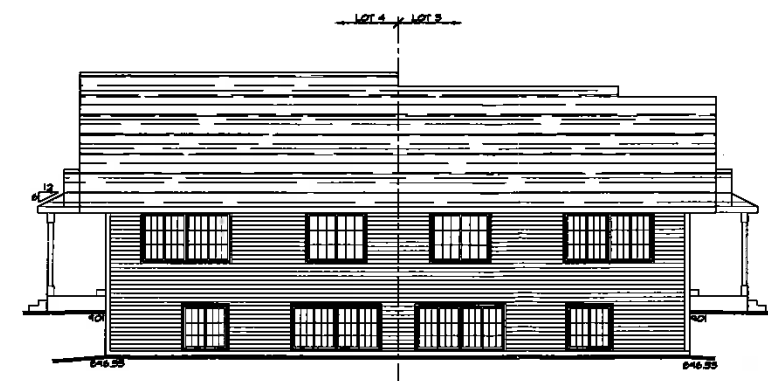
3 REAR ELEVATION - LOTS 1 & 2  
 1/8" = 1'-0"



4 LEFT ELEVATION - LOT 1  
 1/8" = 1'-0"



5 RIGHT ELEVATION - LOT 4  
 1/8" = 1'-0"



6 REAR ELEVATION - LOTS 3 & 4  
 1/8" = 1'-0"



7 LEFT ELEVATION - LOT 3  
 1/8" = 1'-0"

ARCHITECT OF RECORD:  
**HAROLD M. PIERCE, AIA**  
 ARCHITECT  
 5930 KIRKWOOD LANE NORTH  
 PLYMOUTH, MN 55442  
 PHONE/FAX: 763-553-1079  
 hal@piercem.comcast.net

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

HAROLD M. PIERCE  
 DATE: \_\_\_\_\_ LIC. NO. \_\_\_\_\_

PROJECT NAME:  
**McCARRON POND TOWNHOMES**  
 ELMER STREET  
 ROSEVILLE, MN

PROJECT OWNER/DEVELOPER:

**GUPTIL CONTRACTING**  
 485 KENNY ROAD  
 ST. PAUL, MN 55101  
 PHONE: 612-363-5800  
 FAX: 952-285-4175

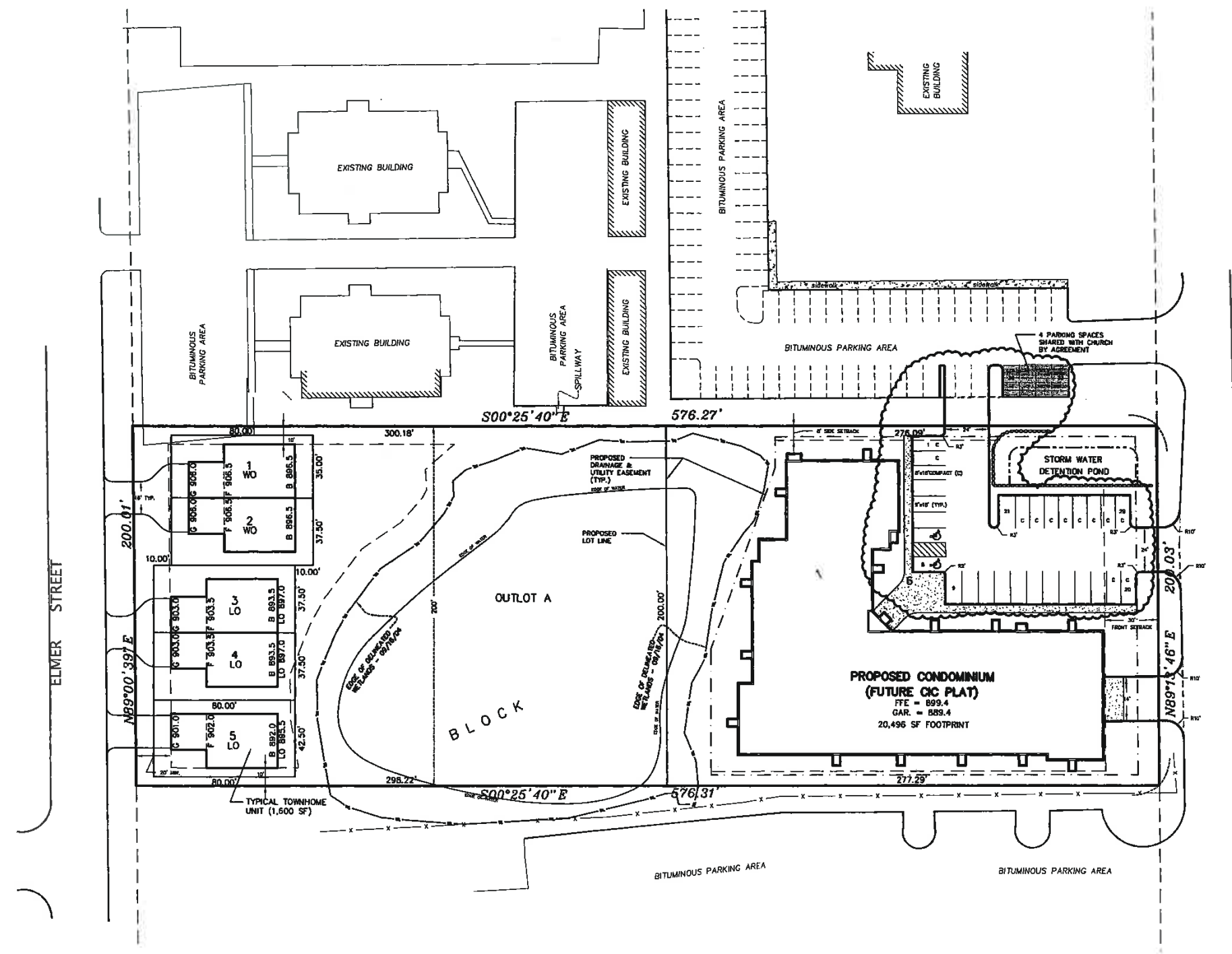
EXTERIOR ELEVATIONS

DATE	8.22.09	PROJ. NO.	0924-4
IN CHARGE	LKD		
DRAWN BY	SMF		
CHECKED BY	LKD		

**A1**

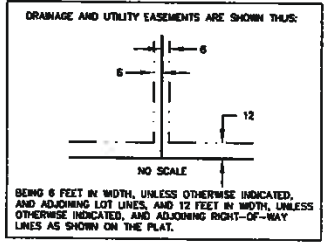
Exhibit C

# McCARRONS GUPTIL ADDITION



**AREA:**

LOT 1 =	2,800 SF/0.0643 AC
LOT 2 =	3,000 SF/0.0689 AC
LOT 3 =	3,000 SF/0.0689 AC
LOT 4 =	3,000 SF/0.0689 AC
LOT 5 =	3,400 SF/0.0781 AC
LOT 6 =	55,338 SF/1.2704 AC
OUTLOT A =	44,640 SF/1.0248 AC
<b>TOTAL AREA =</b>	<b>115,176 SF/2.6441 AC</b>



**DEVELOPER/APPLICANT:**  
DENNIS GUPTIL CONTRACTING  
485 KENNY ROAD  
ST. PAUL, MN 55101  
(651) 488-1808  
(651) 488-1860 FAX  
DENNIS GUPTIL

**SURVEYOR:**  
CORNERSTONE LAND SURVEYING, INC.  
200 EAST CHESTNUT ST., SUITE B100  
STILLWATER, MN 55082  
(651) 275-8969  
(651) 275-8976 FAX  
DANIEL THURMES

**ENGINEER:**  
ANDERSON ENGINEERING OF MN, LLC  
13605 1ST AVE N, SUITE 100  
PLYMOUTH, MN 55441  
(763) 383-1084  
(763) 383-1089 FAX  
MARK T. JASTER

NO.	DATE	DESCRIPTION OF REVISIONS
03-10984SITE		
8	2-23-06	ADDED PARKING AT CONDO BUILDING
7	1-04-06	REVISED PER CITY ENGINEERING COMMENTS
6	8-15-05	ADDED PARKING; REVISED PER WATERSHED COMMENTS DATED 7-7-05
5	7-27-05	REVISED FOR CITY FINAL PLAT RE-SUBMITTAL
4	5-27-05	FINAL PLAT SUBMITTAL
3	12-20-04	REVISED CONDOMINIUM BUILDING
2	10-28-04	PRELIMINARY PLAT RESUBMITTAL
1	7-28-04	PRELIMINARY PLAT

DESIGNED: MTJ  
DRAWN: PSH  
CHECKED BY: [Signature]

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A FULLY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  
PRINT NAME: MARK T. JASTER  
SIGNATURE: [Signature]  
DATE: JULY 28, 2004 LICENSE # 40931

**Anderson Engineering of Minnesota, LLC**  
CIVIL ENGINEERING AND LAND SURVEYING  
13605 1st AVENUE NORTH, SUITE 100, PLYMOUTH, MN 55441  
TEL (763) 383-1084 FAX (763) 383-1089

**McCARRONS GUPTIL ADDITION**  
ROSEVILLE, MINNESOTA  
DENNIS GUPTIL CONTRACTING, INC.

COMM. NO. 10984 PLOTTED:  
DRAWING NO. 3 OF 9  
**SITE PLAN**



**LEFT SIDE (EAST) ELEVATION**  
SCALE 1/4" = 1'-0"



**FRONT (NORTH SIDE) ELEVATION**  
SCALE 1/4" = 1'-0"

Joshua Markum  
Builder, Inc.

**TCO DESIGN**  
drafting and home design

**TCO DESIGN**  
drafting and home design

P.O. Box 4780  
Plymouth, NY 15844  
Office 783-424-3676  
Cell 952-854-8276  
dedication to excellence

Prepared By:  
**Todd Ofathun**

Office 783-424-3676  
Cell 952-854-8276  
todd@tco-design.net

**TCO DESIGN**  
drafting and home design

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drafting and home design

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Prepared By:  
**Todd Ofathun**

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Cell 952-854-8276  
todd@tco-design.net

Plan Date

08/24/2020

**TCI BUILDERS** Roseville

Eimer Street

**TCO DESIGN**  
drafting and home design

Design #  
**tco 202209**

**AI**  
AI OF 5



RIGHT SIDE (WEST) ELEVATION

SCALE 1/4" = 1'-0"



REAR (SOUTH SIDE) ELEVATION

SCALE 1/4" = 1'-0"

Joshua Markum Builders, Inc.



TCO DESIGN  
drafting and home design

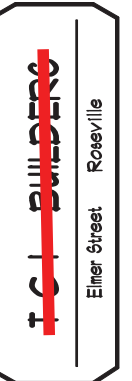
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todd@tcoDesign.net



TCO DESIGN  
drafting and home design

P.O. Box 4780  
Floyd, TN 38441  
Office 763-424-3676  
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dedication to excellence  
Prepared by  
Todd Ofathun  
Office 763-424-3676  
Cell 953-954-8276  
todd@tcoDesign.net

Plan Date  
~~PRELIM 4/16/22~~

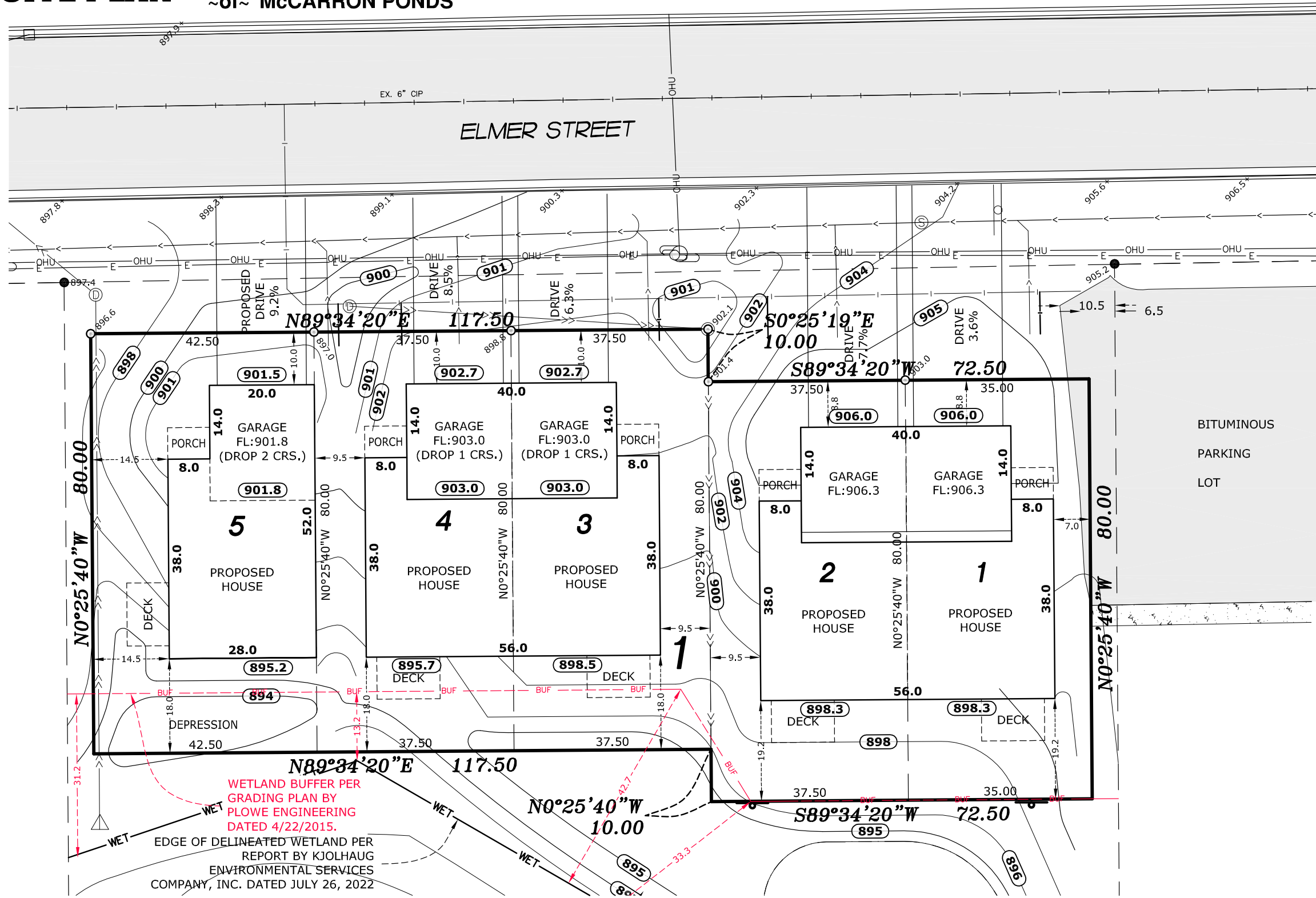


Design #  
tco 202209

A2  
A2 OF 5

# SITE PLAN

~for~ JOSHUA MARKUM BUILDERS  
~of~ McCARRON PONDS



## NORTH LEGEND

- DENOTES IRON MONUMENT FOUND
- DENOTES IRON MONUMENT SET
- ⊗(800.0) DENOTES PROPOSED ELEVATION
- DENOTES EXISTING ELEVATION
- ↖ DENOTES DIRECTION OF DRAINAGE

### LOTS 1-2

(12 COURSE WALKOUT BASEMENT)

#### PROPOSED ELEVATIONS

- TOP OF BLOCK = 906.7
- GARAGE FLOOR = 906.3
- LOWEST FLOOR = 898.6
- TOP OF FOOTING = 898.3

### LOTS 3-4

(12 COURSE WALKOUT/LOOKOUT BASEMENT)

#### PROPOSED ELEVATIONS

- TOP OF BLOCK = 904.1
- GARAGE FLOOR = 903.0 (DROP 1 COURSE)
- TOP OF BLOCK (LOOKOUT) = 899.2
- LOWEST FLOOR = 896.0
- TOP OF FOOTING = 895.7

### LOT 5

(12 COURSE WALKOUT BASEMENT)

#### PROPOSED ELEVATIONS

- TOP OF BLOCK = 903.6
- GARAGE FLOOR = 901.8 (DROP 2 COURSES)
- TOP OF LOWEST FLOOR = 895.5
- TOP OF FOOTING = 895.2

## Lots 1-5, Block 1, McCARRON PONDS, Ramsey County, Minnesota.

- \* BUILDER TO VERIFY HOUSE DIMENSIONS, SEWER DEPTH AND FOUNDATION DEPTH.
- \* DRIVEWAYS ARE SHOWN FOR GRAPHIC PURPOSES ONLY. FINAL DRIVEWAY DESIGN AND LOCATION TO BE DETERMINED BY CONTRACTOR.
- \* FINISHED GRADE ADJACENT TO HOME SHALL BE 0.5 FEET BELOW TOP OF BLOCK EXCEPT AT DRIVEWAY AND PATIO.
- \* GRADING SHOWN PER PLAN BY PLOWE ENGINEERING DATED 4/22/2015.

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

By:   
Minnesota License No. 41578

Dated 2nd day of October 2025.

BEARING DATUM: Ramsey Co.		SCALE: 1" = 20'	
REVISIONS		JOB NO. 25.1083PP	
1		DATE: 10/2/2025	
2		DRAWN BY: BPN	
3		CREW: TBD	
NO.	DATE	DESCRIPTION	BY



**E.G. RUD & SONS, INC.**  
Professional Land Surveyors  
6776 Lake Drive NE, Suite 110  
Lino Lakes, MN 55014  
Tel. (651) 361-8200 Fax (651) 361-8701  
www.egrud.com

# 180-188 Elmer Street Open House Meeting Minutes

**Date:** June 25, 2025

**Attendees:** See the sign-in sheet

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## Discussion Points

### 1. Development Plans and Unit Types

- **Speaker 01** informed attendees that the new homes will be market rate, featuring nine-foot first-floor ceilings and two-story lookout/walkout designs. He clarified they are still considered **townhomes**, specifically a "twin, a twin, and a single" unit, meaning they are not all connected.
- **Speaker 01** mentioned the building pads are between 37 and over 42 feet wide and 80 feet deep, but he won't build to the full extent of the depth. He showed drawings of old, "ugly" twin ramblers from 2003 and circulated new plans, though he's still considering other designs.
- **Speaker 01** reiterated that the units will be market rate, selling for over \$500,000 each. He referenced a successful project of 42 similar townhomes in St. Francis that sold out in two and a half years.
- **Speaker 04** asked for clarification on what "single" meant in the context of the units.
- **Speaker 01** explained the configuration as "a twin, then there'll be another twin, and then a single."

### 2. Pond Area and Water Management

- **Speaker 04** and **Speaker 03** expressed concern about the proximity of the pond and potential swampy conditions, questioning if a lot of fill would be needed.
- **Speaker 01** stated that the units would have nice backyards and are actually smaller in length than what was planned in 2005. He confirmed that no significant fill would be required.
- **Speaker 04** asked about the distance from the water to the homes based on the plans.
- **Speaker 01** noted that while ponds might not appeal to everyone, they are a desirable feature for some buyers, similar to white cabinets.
- **Speaker 02** inquired about water quality and any restrictions from the watershed.
- **Speaker 01** confirmed ongoing collaboration with the **Rice Creek Watershed**, specifically William and his team. He stated an HOA would be established primarily for watershed management, with rules prohibiting close mowing, seeding, garbage disposal, and walking in the wetland area. He explained that "Outlot A," a drainage and utility

easement shown on the plans, pertains to the apartments and not the new homes, ensuring proper drainage into the pond.

### 3. Utilities and Electrical Supply

- **Speaker 04** asked about the status of utilities.
- **Speaker 01** confirmed that sewer and water hookups are in place but needs to verify the status of gas and electric lines, which are typically marked with yellow.
- **Speaker 04** mentioned that these utilities were installed years ago and markers might be gone.
- **Speaker 01** asked about the gas and electric provider.
- **Speaker 04** and **Speaker 03** identified **Xcel Energy** as the provider.
- **Speaker 03** noted that the Xcel station is near the apartments and that power outages have occurred, suggesting the new homes might experience similar issues, being on the same power grid section as Rice Street commercial properties.
- **Speaker 02** contrasted this with their own electricity supply, implying it's more stable.
- **Speaker 03** agreed that their power supply was more stable in the past but has become less so.
- **Speaker 04** added that power outages often alternate between their side of the street and the other.
- **Speaker 01** shared an anecdote about a recurring power outage at his home caused by a faulty circuit breaker on a utility pole, which an Xcel technician easily reset.

### 4. Property History and Sales Strategy

- **Speaker 03** mentioned the lots were for sale about ten years ago.
- **Speaker 04** confirmed they were also for sale more recently and didn't sell.
- **Speaker 00** clarified that they acquired the lots in **2018** and attempted to sell them again. He explained that their original plan to build was derailed by COVID-19, which caused material prices to spike right after receiving watershed and city approvals. They recently sought builders to partner with to manage costs.
- **Speaker 04** asked if units would be sold before or during construction.
- **Speaker 01** plans to start a **spec twin unit** to serve as a model home, anticipating that once this unit is underway, the others will sell.
- **Speaker 01** confirmed that he conducted his own market research, and Lawrence performed a broker price opinion to determine appropriate square footage, features, and sales prices.

*BREAK*

### 1. Market Conditions and Development Challenges

- **Speaker 05** expressed disbelief at how quickly homes were selling two years ago.
- **Speaker 04** attributed this to lower interest rates during COVID and inflated lumber prices, noting that lumber prices "hijacked us."

- **Speaker 02** inquired about the potential impact of changes to the Rice Street bus line, specifically a new "on and off" system similar to light rail, on the development area, referencing issues with fare evasion on the Green and Blue Lines.
- **Speaker 04** dismissed concerns about Rice Street's commercial areas, focusing instead on the surrounding residential homes, which are mostly older but retain good value. He highlighted the presence of new, beautiful homes near a monastery, indicating neighborhood support for new construction. He stated he wouldn't build if homes were only selling for \$200,000, confirming that homes in this neighborhood sell for more, offering an opportunity for families to find low-maintenance housing.

## 2. Property Boundaries and School Proximity

- **Speaker 02** asked about working with the nearby school and clarifying property lines, especially given the school's woodworking area.
- **Speaker 04** confirmed that there are no dealings with the school, only the city, and that property lines will be staked out. He noted an issue with a car from an adjacent apartment building encroaching on his property.

## 3. Flood Control and Basements

- **Speaker 01** raised a concern about a nearby prefab home on Cohansey that experienced significant flooding problems when initially built, suggesting contacting the city to understand the changes made to prevent this.
- **Speaker 04** acknowledged the importance of flood prevention, recalling similar issues in Blaine where development was halted due to engineers designing basements too deep, leading to water problems. He confirmed that such issues are thoroughly checked.
- **Speaker 02** emphasized the importance of this check given the proximity to the pond.
- **Speaker 04** explained his method of assessing the water table by observing the pond's water level relative to the ground.
- **Speaker 02** asked if the new units would have basements.
- **Speaker 04** confirmed that there would be basements: two walkouts, two lookouts, and one single lookout, leveraging the natural slope of the land.

## 4. Unit Size and Design

- **Speaker 05** commented on the small number of units (five).
- **Speaker 02** mentioned that the neighborhood was accepting of the development back in 2003.
- **Speaker 05** inquired if the new units would be as large as four units recently built off William, near the school.
- **Speaker 04** stated that the new units would be significantly larger, potentially exceeding 3,200 to 3,400 square feet if the basements are finished. He humorously contrasted this with his own upbringing in a 1,500 square foot home with six children. He noted that removing the "rec room" area in the basement could save about \$45,000, but buyers typically want it.

- **Speaker 04** concluded that the units would be a "nice addition to the neighborhood."

## 5. Parking and Property Ownership

- **Speaker 02** asked about parking, confirming that each unit would have a garage and ample parking.
- **Speaker 04** clarified that each unit would have two inside garage spaces and potentially two to four outside spaces, including stacking cars.
- **Speaker 02** expressed concern about street parking being difficult on the sloped street but felt four spots per unit should suffice.
- **Speaker 04** stated parking would be similar to other houses in the area.
- **Speaker 02** pointed out there are no houses on that side of the street, only apartments.
- **Speaker 00** introduced **Dr. Leon Elliott**, identifying him as one of the owners who purchased the property in the 2000s.
- **Speaker 02** clarified that Dr. Elliott owned the land and was now developing it.
- **Speaker 04** indicated that twin units would have different color schemes.

## 6. Lot Configuration and Homeowner's Association (HOA)

- **Speaker 03** asked for clarification on the five lots and three structures, confirming that two structures would have a common wall.
- **Speaker 04** explained that the common wall would divide lots 1 and 2, with a one-inch space as the property line.
- **Speaker 02** inquired about an HOA.
- **Speaker 04** confirmed an HOA would be set up.
- **Speaker 06** added that the HOA's primary purpose would be to maintain the pond and wetlands.
- **Speaker 04** elaborated that the HOA rules would incorporate requirements from the Rice Creek Watershed, giving them access to properties for sampling and maintenance.
- **Speaker 03** sought further clarification on how the three structures relate to the five lot lines, to which **Speaker 04** explained the common wall system between units on what were originally separate lots.

*BREAK*

### 1. Building Specifications and Noise Reduction

- **Speaker 1** discussed challenges with plumbing in certain outlets due to noise concerns. Explained the necessity of building double walls (2x6 insulated wall with a 2x4 wall in front) to accommodate plumbing and mitigate noise.

### 2. Homeowner's Association (HOA) and Amenities

- **Speaker 1** mentioned considering an HOA for new homes, potentially including services like mowing, sprinkling, snow removal (sidewalks and driveways), and garbage collection. Also brought up the possibility of a cluster mailbox system.

### 3. Affordability and Market Value of Homes

- **Speaker 2** expressed concern about young families affording homes given the current market, noting that even \$90,000 homes from their youth are a distant memory. Implied that good jobs would be essential for buyers.
- **Speaker 3** inquired about the price of homes near Lake McCarran, stating they were around \$400,000.
- **Speaker 1** clarified that new homes in that area are in the \$600,000-\$700,000 range, with some reaching \$800,000. Mentioned square footage isn't significantly larger in these higher-priced homes.
- **Speaker 4** confirmed that the square footage of new homes is likely not larger than current builds.
- **Speaker 3** highlighted that the homes in question are **townhomes**.
- **Speaker 4** elaborated on the decision to move forward with the project, noting that while \$500,000 seems expensive, it's still relatively affordable compared to some new properties. Stated these are not "starter homes," which are now closer to \$375,000 for low-maintenance options. Acknowledged the difficulty of finding homes in the high \$200,000s without significant sweat equity. Expressed a desire for affordable housing but acknowledged potential negative impacts on existing property values if very low-cost homes were built. Emphasized the goal is to provide relatively affordable homes without negatively impacting the immediate community's market.

### 4. Community Acceptance and Development Challenges

- **Speaker 1** recounted an experience in Chicago where he built 11 ramblers on a former farm/wetland site. Faced initial community opposition at a planning commission meeting due to concerns about the property's history.
- **Speaker 1** described how the city manager and mayor supported the project, noting the property was zoned for 18 units, and that building 9 twin units (which could sell for around \$300,000) was an option. The mayor's presence at a subsequent council meeting without any public opposition was noted.
- **Speaker 1** stated that the Chicago homes were built for \$150,000, sold for \$500,000, and integrated well into the neighborhood. Expressed a similar goal for the current project: to build something nice that fits in.
- **Speaker 4** recalled being part of a similar process 20 years ago where the neighborhood was accepting of development and still is. Stressed the importance of considering what needs to be done to sell the homes effectively.
- **Speaker 1** indicated flexibility in pricing to find the "happy point" for sales.

### 5. Environmental Considerations and Wetland Protection

- **Speaker 4** confirmed that the team has analyzed the lowest acceptable price point for sales and aims for market value. Addressed concerns about wetlands, stating that environmental assessments have been conducted. Confirmed engagement with the watershed district and the necessity of their approval to proceed, emphasizing ongoing

engagement to protect the pond and maintain the area's ecology. Speaker 4, with a minor in environmental sustainability, highlighted the environment as a personal cause and acknowledged its universal impact.

Meeting transcript available on request.

Preconstruction Meeting – McCarron Ponds Townhomes (180-188 Elmer Street) 6/25/2025

### Open House Sign-In Sheet

Date: \_\_\_\_\_  
 Location: \_\_\_\_\_

	Name	Phone Number	Comment
1	Paul + Delores Mordorski	[REDACTED]	
2	Erin Lynch	[REDACTED]	
3	Steve Cyrn	[REDACTED]	
4	Erica TenBroel	[REDACTED]	
5	Peter Solberg	[REDACTED]	Rep. Galilee Lutheran
6	Lawrence Aderinton	[REDACTED]	
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**REQUEST FOR COMMISSION ACTION**

Date: **11/5/2025**  
Item No.: **8.a.**

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Department Approval

Agenda Section

*Janice Gundlach*

Business

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**Item Description:** Appoint a Member to Serve on the Civic Campus Final Design Stakeholder Group

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1  
2 **Application Information**

3 Applicant: n/a

4 Location: n/a

5 Application Submission: n/a

6 City Action Deadline: n/a

7 Zoning: n/a

8  
9 **Background**

10 At the August 6, 2025 Planning Commission meeting, the Commission was provided a memo dated July  
11 25, 2025 from the City Manager (see Attachment 1) providing an update on the Maintenance Operations  
12 Center and License and Passport Center and Dance Studio projects. A component of these projects is  
13 the convening of a Civic Campus Final Design Stakeholder Group, which is to be made up of residents  
14 surrounding the project area, a representative of the VFW, one representative from five of the city  
15 commissions, and one City Council member. The stakeholder group would provide input and feedback  
16 on the final design of the project. The project is at the stage where this group is being formed and is  
17 anticipated to start meeting sometime in December. The City Manager has indicated there would likely  
18 be 3–4 meetings in total and while the specific dates and times have not been established yet, the  
19 meetings would be held in the evening. As such, the Commission should appoint a member to serve on  
20 this group.

21  
22 **Staff Recommendation**

23 Appoint a member to serve on the Civic Campus Final Design Stakeholder Group.

24  
25 **Requested Planning Commission Action**

26 Appoint a member to serve on the Civic Campus Final Design Stakeholder Group.

27  
28 **Alternative Actions**

29 none

30 **Prepared by:** Janice Gundlach, Community Development Director

**Attachments:** 1. 7-25-2025 City Manager Memo



## Memo

**To:** Roseville City Commissions  
**From:** Patrick Trudgeon, City Manager  
**Date:** July 25, 2025  
**Re:** Update on Maintenance Operations Center and License and Passport Center and Dance Studio

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Below is an update on activities related to the Maintenance Operations Center and License and Passport/Dance Studio:

- 1) Collection of the Roseville Local Sales Tax of 0.5% began on July 1, 2025.
- 2) On June 16, the City Council reviewed options to construct the Maintenance Operations Center and License and Passport Center/City Dance Studio on the City Campus. At that meeting, the City Council indicated that Option C was the best option for considering further.

Concept C (Attachment 1 which shows two different options for Concept C) splits the maintenance operations into two sites with the bulk of daily maintenance occurring south of Woodhill Drive in a significantly renovated and updated maintenance center, and the yard and additional storage on the north side of Woodhill Drive. The License and Passport Center and Dance Studio (LPCDS) need to be relocated because the space they currently occupy will be used for the construction of the new Maintenance Operations Center (MOC) under Concept C. Concept C also shows a two-story LPCDS on the southwest corner of the Veterans Park parcel with an expanded shared parking lot with the VFW. Alternative C somewhat reduces yard space and operational efficiency (compared to the original full Campus Master Plan), but it maximizes the value of existing structures, allows the VFW to stay in its current location, and preserves a significant portion of Veterans Park.

While the City Council indicated general support for Concept C, the City Council requested that staff bring back a discussion about the LPCDS building, specifically looking at leasing space off-campus for the LPCDS operations.

The City Council reviewed that information at their July 7<sup>th</sup> meeting and after a lengthy discussion decided on 3-2 vote to construct the LPCDS on the City Campus and not lease space for those operations elsewhere in the city.

On July 21, the City Council approved release of the Request for Proposals (RFP) for architectural services for the final design of the MOC and LPCDS. The Council also approved the release of the Request for Qualifications for construction management at risk services.

Below are the timelines for both processes:

<b>RFP for Architectural Services</b>	<b>Anticipated Date</b>
Request for Proposal (RFP) Solicitation Release	July 22, 2025 (Tuesday)
Notice of Intent to Propose <b>Due</b>	August 4, 2025 (Monday)
Pre-Proposal Site Tour (Existing Facility, New site)	August 6, 2025 (Wednesday)
Written Questions <b>Due</b>	August 13, 2025 (Wednesday)
City Response to Questions Issued via RFP	August 18, 2025 (Monday)
<b>Proposals Due</b>	<b>August 27, 2025 (Wednesday)</b>
Consultant Interviews (If Necessary)	September 4-5, 2025 (Thursday-Friday)
Consultant Selection / Notifications	September 16, 2025 (Tuesday)
Contracts	October 2025
Design (all phases, including City review periods)	October 2025 – May 2026
Bidding & Contracts	Summer 2026
Construction	Fall 2026- Winter 2028

<b>Construction Manager Services Timeline</b>	<b>Date</b>
RFQ issued	July 22, 2025 (Tuesday)
Pre-Proposal Tour (Optional)	August 5, 2025 (Tuesday)
Written Questions Due	August 14, 2025 (Thursday)
<b>RFQ Response Due</b>	<b>August 25, 2025 (Monday)</b>
RFQ Scoring and RFP issued to short-listed firms	September 5, 2025 (Friday)
RFP Submittal Deadline	September 19, 2025 (Friday)
Respondent Response Scoring and Short-listed Finalists Interviews	October 1, 2025 (Wednesday)
Anticipated CMAr Award Date	October 14, 2025 (Tuesday)

- 3) I anticipate the Civic Campus Final Design Stakeholder group will be convened once the architect is on board and initial work is done. As a reminder, the Civic Campus Final Design Stakeholder is a group comprised of residents surrounding the project area, a representative of the VFW, one representative from five of the

city commissions (Finance, Parks and Recreation, Public Works, Environment & Transportation, Planning, and Equity and Inclusion), and one City Council member. The stakeholder group would provide input and feedback on the final design of the project. Once the group is ready to meet, staff will ask for the identified commissions to appoint one of its members to serve on the stakeholder group.

CONCEPT C.2 | MOC + LPC/DS



CONCEPT C.1 | MOC + LPC/DS

