CITY OF NORTH OAKS

Regular City Council Meeting City Council Meeting
Thursday, August 13, 2026
7:00 PM, City Council Chambers are at 100 Village Center Drive, Room 150, North Oaks, MN 55127

MEETING AGENDA

Remote Access - *One or more members of the City Council may attend the meeting via interactive technology and others will participate in person in Council Chambers (Community Room, 100 Village Center Drive, Suite 150, North Oaks, MN) during the meeting. Members of the public are welcome to attend. Any person wishing to monitor the meeting electronically from a remote location may do so by calling the following Zoom meeting videoconference number: 1-312-626-6799, Webinar ID: 847 0989 8035 or by joining the meeting via the following link: https://us02web.zoom.us/j/84709898035.*

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Citizen Comments** - *Members of the public are invited to make comments to the Council during the public comments section. Up to four minutes shall be allowed for each speaker. No action will be taken by the Council on items raised during the public comment period unless the item appears as an agenda item for action.*

5. **Approval of Agenda**

6. **Consent Agenda** - *These are items that are considered routine and can be acted upon with one vote.*

6a. Licenses for Approval:
Mechanical: Air Mechanical; Forced Air dba Wenzel Heating & Cooling; Master Plumbing Services, LLC; PB Services LLC; Schwantes Heating and Air

6b. Approval of City Council Meeting Minutes of 7.16.2026
7.16.2026 Council minutes Draft.pdf

6c. City Monthly Financials
EFT: 1330E - 1348E and Checks: 16336 - 16375
August 2026 Check Register Detail.pdf
August 2026 Budget Actuals.pdf
August 2026 Financial Charts.pdf

6d. Holiday Home Tour - Application for Tax Exempt Basket Raffle
North Oaks Holiday Home Tour 2026 lg220-exempt-permit-application.pdf

Childrens Hospital Basket Raffle - 501c3 IRS letter.pdf

6e. Resolution approving variance for septic system for a property located at 5 South Long Lake Trail
2026-08-13 CC Packet 5 South Long Lake.pdf

7. Petitions, Requests & Communications - *Deputy Craig Lydon Report*

7a. Deputy Lydon Monthly Safety Report
JULY 2026 Report.pdf

8. Unfinished Business

9. New Business

9a. Discussion and possible action on request from Peace Church to change zoning designation to public institutional
Memo- Peace Church Zoning amendment request 8.10.2026.pdf

9b. Closed session pursuant to Minn. Stat. Sec. 13D.05, subs. 3(b) and (c)(3) related to potential acquisition of real property for city hall facility

10. Council Member Reports

11. City Administrator Reports - *Misc. status update: City Hall office space, Night to Unite, Fire Station, budget planning update, NOHOA Clearview initiative.*

12. City Attorney Reports

13. Miscellaneous

13a. City Forester Monthly Report
July in Review.pdf

14. Adjournment - *The next meeting of the City Council is Thursday, September 10th, 2026 at 7:00 p.m.*

North Oaks City Council
Meeting Minutes
North Oaks City Council Chambers
July 16, 2026

1. Call to Order

- Mayor Wolter called the meeting to order at 7:00 p.m.

2. Roll Call

- Administrator Kress conducted roll call; Council Members Azman, Gaspard, Sayre, Shaw, and Mayor Wolter were present, constituting a quorum.
- Staff Present: Administrator Kevin Kress, Attorney Bridget Nason, City Engineer Jupe Hale, and City Planner John Uphoff (remote)
- Others Present: NineNorth Videographer Kenny Ronan

3. Pledge of Allegiance

The Pledge of Allegiance was recited.

4. Citizen Comments

- Mayor Wolter invited citizen comments and noted a four-minute time limit per speaker.
- No citizen comments were received in person or online.

5. Approval of Agenda

- Administrator Kress proposed the following changes to the agenda:
  - Remove Item 9B, "NOHOA roadside vegetation policy," at the request of the NOHOA engineer, to allow time for the NOHOA board to review the item in August; the matter will return at a future Council meeting.
  - Move Items 10 through 13 ahead of Item 9E so that those not participating in the closed session can leave earlier.

Motion by Gaspard, seconded by Azman, to approve the agenda as amended. Motion carried unanimously.

6. Consent Agenda

6a. Licenses for Approval:

Arborists:1-2 Tree Lawn & Landscape

Mechanical: Comfort by Design; Easco Plumbing Heating & Air; Genz Ryan Plumbing and Heating Co.; Majestic Custom Heating & Air; North State Mechanical LLC; O'Boys Heating & Air; Spriggs Mechanical Inc.; The Fireplace Guys; The Snelling Company

6b. Approval of the 6.11.2026 and 7.1.2026 City Council Minutes

6c. Resolution #1597 approving conditional use permit for a sign for the property located at 100 Village Center Drive.

6d. Resolution #1598 approving variance for septic system for a property located at 2 Crocus Lane.
6e. Approval of City Financials
EFT 1305E-1322E, and Checks: 16297-16335

Mayor Wolter noted that consent agenda items are considered routine and may be acted upon with a single vote.

Motion by Sayre, seconded by Gaspard, to approve the consent agenda as presented. Motion carried unanimously.

7. <u>Public Safety Report – Deputy Craig Lydon</u>

Deputy Craig Lydon presented the public safety report as included in the meeting packet. Highlights:

- Reported an incident involving a cognitively impaired individual who wandered into North Oaks; a resident noticed a hospital wristband and called authorities, allowing the individual to be safely returned to his group home and to receive needed medical attention.
- Described a recurring scam, first seen the previous year, involving emails that appear to originate from the City Planning Commission in connection with conditional use permits or variance applications.
    - The scam instructs individuals to communicate only through the suspicious email and attempts to initiate wire transfers to steal funds.
    - Residents are advised not to send payments in response to such emails, to report them to Deputy Lydon, and to verify any payment requests using known City phone numbers.
    - Investigators attempt to trace IP addresses, but many are overseas, creating jurisdictional complications and making enforcement difficult.
- Deputy Lydon emphasized the importance of verifying suspicious calls or emails via alternate contact methods and remaining vigilant to fraud and scams.
- Deputy Lydon also responded to questions about youth fishing from the dock at the beach.
    - A recent report occurred outside his working hours; another deputy was unable to arrive before the youths left, leading to frustration about response times.
    - He reassured residents that all calls are taken seriously and deputies respond as quickly as possible.
    - Current practice focuses on educational contacts: first contacts are treated as warnings with calls to parents; repeat violations may result in citations.
    - Fishing from the dock in question is illegal; residents are encouraged to call when they observe violations.

Deputy and council further discussed community safety and events:

- Night to Unite (local branding of what many know as National Night Out) is approaching on Tuesday, August 4, and residents are encouraged to participate

through neighborhood groups. If you would like to host an event, residents can coordinate with the City office, Deputy Lydon, Ilya Berchenko, or Deputy Ouelette.
    - Knowing one's neighbors and recognizing unfamiliar vehicles was emphasized as the number-one tool for neighborhood safety.
    - Deputy described a theft-from-auto incident on June 26 in the Catbird area near Black Lake Court, where a neighbor's camera footage of an unfamiliar vehicle and Flock camera data helped identify a known criminal suspect now under arrest, with investigators working to locate an associate and prosecute both.

8.Unfinished Business

- There was no unfinished business.

9. New Business

9a. September Meeting Schedule

Administrator Kress presented proposed changes to the September meeting schedule due to Ehlers' unavailability on the previously selected date. He recommended:

- Scheduling a budget-only meeting for Monday, September 21, at either 6:00 p.m. or 7:00 p.m., with 6:00 p.m. favored to provide additional time for the budget discussion.
- Reinstating the regular council meeting on Thursday, September 10, at 7:00 p.m., the originally planned date, to handle variances, conditional use permits (CUPs), and other routine business.
- Removing the previously added September 23 meeting from the calendar.

Council discussed the importance of consistent meeting days and times to avoid public confusion and expressed a preference to keep the regular meeting at the standard 7:00 p.m. time on September 10. The budget workshop will be at 6 p.m. on 9/21/2026.

Motion by Azman, seconded by Sayre, to set the regular council meeting for Thursday, September 10, 2026, at 7:00 p.m., and a special budget meeting for Monday, September 21, 2026, at 6:00 p.m.
Motion carried unanimously.

9b. Discussion and possible action on NOHOA roadside vegetation policy

- This was removed from agenda to allow NOHOA Board time to review policy for further changes.

9c. Discussion and possible action on purchasing generator for Public Works

Administrator Kress requested authorization for the purchase of a used generator for Public Works and outfitting it for the City's lift stations.

Key points:

- A generator purchase was originally planned for 2027 in the City's rate analysis.

- Recent power outages revealed recurring issues when borrowing generators from Lino Lakes, including equipment malfunctions and delays, which nearly resulted in sewer backups into homes during a recent event.
- Staff proposes purchasing a used diesel generator with sufficient electrical output for the lift stations.
- Estimated cost for a used unit is approximately $30,000, plus about $4,500 to outfit the machine with appropriate electrical connections to the lift stations, for a total under the previously anticipated $50,000 budget for used equipment.
- A new generator would cost approximately $101,000, which staff does not recommend given expected usage.
- The proposal effectively advances the planned expenditure from 2027 to 2026 while maintaining costs below the initial estimate.
- The generator would be transported to lift stations and powered via standard electrical plug-ins; storage could be in a pickup or on a trailer, with trailer cost included if necessary and still below the $50,000 threshold.
- For a city-wide outage, the City would use its own generator, potentially borrow an additional generator from Lino Lakes, and deploy vacuum (VAC) trucks if needed, as is common practice in other cities.
- Administrator Kress noted that Minnesota's formal bidding threshold for equipment purchases is roughly $175,000, but staff will nonetheless seek multiple bids—ideally three, at least two—recognizing that used equipment can be more difficult to compare "apples to apples."
- Council concluded the purchase is cost-effective, increases reliability, and may avoid future VAC truck costs.

Motion by Gaspard, seconded by Shah, to authorize expenditure of up to $50,000 for the purchase of a used generator and any necessary trailer for Public Works, with staff to obtain multiple bids.
Motion carried unanimously.

9d. Discussion and possible action on future City Hall Lease and City Hall / NOHOA Office Space options

Administrator Kress introduced discussion and possible action regarding future City Hall and NOHOA office space, specifically the potential use of the Southpointe Fields property behind City Hall.

- He requested Council support to make a direct, formal inquiry to NOHOA about whether part of that land could be considered for a joint City Hall/NOHOA building. There may be need for future closed session.
- Southpointe Fields consist of two parcels: the south parcel is approximately 6.76 acres, and the north parcel approximately 6.54 acres, for a total of about 13 acres.
- The conceptual request would ask NOHOA to consider dedicating up to three acres of one parcel for a joint City Hall and NOHOA office building, anticipated at roughly 5,000–6,000 square feet, with room for potential future enhancements.
- Location preference leaned toward the south parcel, which is farther from homes and more consistent with the nearby commercial district.

- Use of land for a building would likely result in the loss of at least one ball field or a soccer field, depending on configuration.
- Administrator Kress noted that NOHOA would need to weigh the relative importance of soccer fields versus baseball fields; given the number of soccer fields in the district, he speculated that a regulation-size soccer field might be prioritized over smaller, recreational baseball fields, but those decisions would rest with NOHOA.
- Council emphasized the need for NOHOA's full board to deliberate and respond, so the City can either continue exploring the site or discontinue discussion if the idea is not viable.

Motion by Sayre, seconded by Shah, to authorize Administrator Kress to formally request that NOHOA consider making up to approximately three acres of one of the Southpointe Point Field parcels available for a potential joint City Hall/NOHOA facility, and to clarify what actions NOHOA would need to take on its end to explore that concept.
Motion carried unanimously.

10. <u>Council Member Reports</u>

- Council Member Mark Azman reported that the grand opening of the new fire station will be held on July 29, 2026, at 2:00 p.m. at 3535 Pine Tree Drive, Arden Hills. Administrator Kress asked council members planning to attend to notify him so a quorum notice can be posted; he indicated he will likely post such a notice regardless. Azman thanked those involved and noted appreciation that the station project was kept under budget.

- Council Member Shah provided an update on Pleasant Lake Task Force activities, noting that residents may see sampling occurring on the lake this summer. Current work includes phytoplankton sampling, bacteria source tracking, and pondweed delineation, especially following major stormwater events.
    - The City and its consultants are in data-gathering mode and expect the next phase of the consultant's plan in August to inform budgeting for 2027.

    - Additional sediment coring is planned for September–October, with sampling expected to conclude in the fall 2026.
- Council Member Gaspard reported that his committees are largely inactive during the summer and "on vacation."
- Council Member Sayre reported that the North Oaks Foundation is actively exploring and fundraising for several projects.
    - Buckthorn removal, which is drawing strong donor interest.
    - Water testing initiatives, also garnering interest.
    - Train whistle mitigation ("removal of the whistle"), where residents most directly affected by the train noise have expressed willingness to donate once the project is clearly defined and approved. The Foundation has been communicating through events at the club and organizing networking efforts for the whistle project; a major donor request was recently made and is pending.
    - Council discussed the importance of outreach, noting overlapping needs such as Pleasant Lake and asking the Foundation to keep the City informed as communication strategies are developed.

- Mayor Wolter reiterated that Night to Unite, held on the first Tuesday in August, is an important opportunity for neighborhood block parties and community building. Residents are encouraged to register events, participate, and get to know their neighbors.

11. City Administrator Report

- Administrator Kress indicated he had additional updates but would distribute them to the Council via email. Council raised several questions:

Water Study

- Council Member Gaspard asked for the status of the City's water study, originally expected earlier in the year.
- Administrator Kress stated that the original report exists and will be recirculated to the Council. He noted that the City recently met again with the Metropolitan Council as part of the White Bear Lake lawsuit working group with approximately 15 other cities, and some adjustments to the model may be required based on that collaboration. The water study is available to the public and will be posted on the City's website.

Ehlers Payment / Check Summary Register

- A council member questioned an apparent $89,000 payment to Ehlers labeled "continuing disclosure reporting" on the check summary register.
- Administrator Kress clarified that the large amount reflects the principal-only payment on the fire bond, along with interest and required continuing disclosure reporting, which are all processed through the bond trustee on a single check.
- The detailed check register breaks out the amounts correctly, including an approximately $850 charge for continuing disclosure reporting; $475 for agent fees, and $87,774 for principal. The memo line on the summary report is confusing.
- Council and staff discussed that the summary report is auto-generated from the City's Granicus/utility billing software and can misrepresent large payments by compressing multiple purposes into one brief description.
- Currently both the check register summary and detailed reports are included in meeting packet. Administrator Kress agreed to review the reporting practice with staff and indicated that going forward, to avoid confusion, the City will distribute only the detailed check register, not the summarized version, starting with the August meeting packet.

12. City Attorney Report

- Nothing to report.

13. Miscellaneous

- The city forester report for June was included in the packet.

9e. Convene in closed session to discuss pending litigation regarding 2025 System Statement appeal, pursuant to Minn. Stat. 13D.05, subd 3(b)

- Administrator Kress, together with City Attorney Jared Shepherd (Campbell Knudsen), requested that the Council enter a closed session pursuant to Minnesota Statutes 13D.05,

subdivision 3(b), to discuss pending litigation relating to the City's 2025 system statement appeal.

- Attorney Shepherd explained that the closed session was needed to allow candid attorney–client discussion of the proposed settlement with the Metropolitan Council, including evaluation of the merits, costs, and risks associated with settlement.
- Attorney Shepherd stated that the Council would reconvene in open session following the closed session to consider and take public action on the proposed system statement settlement.

Motion by Sayre, seconded by Gaspard, to close the meeting under Minnesota Statutes 13D.05, subd. 3(b), for a closed session to discuss the pending 2025 system statement appeal (Administrative Court file 28-2106-41-380) and proposed settlement.
Motion carried unanimously.

The Council entered closed session at 6:38 p.m.

9f. Discussion and possible action on proposed settlement stipulation regarding 2025 System Statement Appeal

Session opened to public at 7:15 p.m.

Motion by Gaspard, seconded by Sayre, to approve the 2025 System Statement appeal settlement with Metropolitan Council. Motion carried unanimously.

14. Adjournment

Motion by Azman, seconded by Shah, at 7:17 p.m. to adjourn the meeting.
Motion carried unanimously.

NORTH OAKS

*Check Detail Register©

August 2026

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 Checking					
1330 e	08/03/26	**COMCAST**			
E 101-41300-309		COMPUTER/INTERNET/	$489.94		August Dark Fiber
		Total	$489.94		
1332 e	08/03/26	**The Hartford**			
E 101-41300-131		HEALTH, DENTAL, LIFE,	$29.75	39538881481	August Insurance Premium
		Total	$29.75		
1333 e	08/05/26	**ADP**			
E 101-41300-131		HEALTH, DENTAL, LIFE,	$154.61		ADP 7/30/26
		Total	$154.61		
1339 e	08/10/26	**PAYROLL**			
E 101-41300-101		WAGES - FULL TIME	$13,197.53	8/13/26	Staff Wages
E 602-41300-101		WAGES - FULL TIME	$3,876.92	8/13/26	Public Works Director
E 101-41300-122		FICA CONTRIBUTIONS	$1,366.12	8/13/26	FICA
G 101-21701		FEDERAL TAXES PAYAB	$2,057.40	8/13/26	FWH
G 101-21701		FEDERAL TAXES PAYAB	($2,057.40)	8/13/26	FWH
G 101-21702		STATE TAXES PAYABLE	$921.13	8/13/26	SWH
G 101-21702		STATE TAXES PAYABLE	($921.13)	8/13/26	SWH
E 602-43000-127		DEFERRED COMP CONT	($125.00)	8/13/26	Empower PSC
E 602-41300-131		HEALTH, DENTAL, LIFE,	$450.00	8/13/26	Medical & Cell Phone
E 101-41300-132		CAR ALLOWANCE	$333.33	8/13/26	Car Allowance
E 101-41300-121		PERA CONTRIBUTIONS	$1,014.79	8/13/26	PERA (7.5%)
E 101-41300-121		PERA CONTRIBUTIONS	($1,894.28)	8/13/26	PERA
E 602-41300-121		PERA CONTRIBUTIONS	$324.51	8/13/26	PERA (7.5%)
E 602-41300-121		PERA CONTRIBUTIONS	($605.75)	8/13/26	PERA
		Total	$17,938.17		
1340 e	08/10/26	**Voya Financial**			
E 602-43000-127		DEFERRED COMP CONT	$125.00		Deferred Comp 8-13-26
		Total	$125.00		
1341 e	08/10/26	**P E R A**			
E 101-41300-121		PERA CONTRIBUTIONS	$1,894.29	8-13-26	PERA 08-13-26
E 602-41300-121		PERA CONTRIBUTIONS	$605.75	8-13-26	PERA 08-13-26
		Total	$2,500.04		
1342 e	08/03/26	**Beam**			
E 101-41300-131		HEALTH, DENTAL, LIFE,	$134.88	MN01025-20	Vision Benefits - August 2026
		Total	$134.88		
1343 e	08/12/26	**Esch Consulting, LLC**			
E 601-43000-310		TRAINING	$287.50		Public Works Leadership Training
E 602-43000-310		TRAINING	$287.50		Public Works Leadership Training
		Total	$575.00		
1344 e	08/12/26	**Connexus Energy**			
E 101-43100-381		ELECTRIC UTILITIES	$8.64		5919 Centerville - July 2026

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Check #	Check Date	Vendor Name		Amount	Invoice	Comment
			Total	$8.64		
1345 e	08/12/26	**EUREKA RECYCLING**				
E 101-43200-384		RECYCLING		$2,055.59		July 2026 Revenue Share
			Total	$2,055.59		
1346 e	08/12/26	**Verizon Wireless**				
E 101-41300-210		OPERATING SUPPLIES		$20.02	6149976804	Billing Period 7/2/26 - 8/1/26
			Total	$20.02		
1347 e	08/12/26	**WSB, LLC**				
E 101-41900-303		ENGINEERING SERVICE		$31,441.50	R-031721-00	Engineering Services - July 2026
			Total	$31,441.50		
1348 e	08/13/26	**Delta Dental of Minnesota**				
E 101-41300-131		HEALTH, DENTAL, LIFE,		$732.06		Delta Dental - September 2026
			Total	$732.06		
16204	04/09/26	**REHDER FORESTRY CONSULTING**				
E 101-46100-316		TREE PRESERVATION		($678.13)	527	March 2026 Forestry Services
			Total	($678.13)		
16337	08/13/26	**Banyon Data Systems**				
E 101-41300-210		OPERATING SUPPLIES		$195.00	00168020	UB Nuvei Module Support
			Total	$195.00		
16338	08/13/26	**Campbell Knutson**				
E 400-41600-300		PROFESSIONAL SERVIC		$1,912.50		July 2026 Met Council System Statement
			Total	$1,912.50		
16339	08/13/26	**Companion Animal Care**				
E 101-46100-317		ANIMAL MANAGEMENT		$150.00		Animal Control Services - July 2026
			Total	$150.00		
16340	08/13/26	**Corey Triemert**				
E 602-41300-131		HEALTH, DENTAL, LIFE,		$492.70		Clothing Allowance ($800 total)
			Total	$492.70		
16341	08/13/26	**Ferguson Waterworks**				
E 601-49400-210		OPERATING SUPPLIES		$84.56	0569374	Misc. supplies
			Total	$84.56		
16342	08/13/26	**Forest Lake Contracting, Inc.**				
E 101-43100-408		STREETS/SIDEWALK/CU		$17,585.00	7476	Radar Driver Feedback Signs (3)
E 101-43100-408		STREETS/SIDEWALK/CU		$1,050.00	7488	Relocate Radar Sign at E Pleasant Lk Rd
			Total	$18,635.00		
16343	08/13/26	**FP Mailing Solutions**				
E 101-41300-210		OPERATING SUPPLIES		$120.66	R110737386	Rental Period 7/10 - 10/09/26
			Total	$120.66		
16344	08/13/26	**Gopher State One-Call, Inc.**				

NORTH OAKS

*Check Detail Register©

August 2026

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-42300-300		PROFESSIONAL SERVIC	$145.80	6070649	Monthly Services - July 2026
		Total	$145.80		
16345	08/13/26	**GreatAmerica Financial Services**			
E 101-41300-210		OPERATING SUPPLIES	$110.00	42679643	Monthly Service
		Total	$110.00		
16346	08/13/26	**Kelly & Lemmons, P.A.**			
E 101-41600-315		LEGAL FEES - PROSEC	$1,000.00	68216	Prosecution Services - July
		Total	$1,000.00		
16347	08/13/26	**Kennedy & Graven, Chartered**			
E 101-41600-304		LEGAL FEES - GENERAL	$4,342.00	194671	General Services - July
E 101-41600-304		LEGAL FEES - GENERAL	$21.80	194672	WBT Water/Sewer JPA
E 101-41600-304		LEGAL FEES - GENERAL	$120.00	194672	Wilkinson Waters Development
E 101-41600-304		LEGAL FEES - GENERAL	$1,320.00	194672	Charley Lake Water & Sewer Infrastructure Transfer Agreement
E 101-41900-305		ESCROW/PROJECT PAY	$60.00	194672	2 Skillman Height Approval
E 101-41900-305		ESCROW/PROJECT PAY	$60.00	194672	5 South Long Lake Trail - Septic Variance
		Total	$5,923.80		
16348	08/13/26	**Lake Johanna Fire Department**			
E 401-42200-500		CAPITAL OUTLAY	$6,507.99	1031	Reimbursement of Capital Expenses
		Total	$6,507.99		
16349	08/13/26	**Landform Professionals**			
E 101-41900-305		ESCROW/PROJECT PAY	$274.00	38117	Wilkinson Blvd Lot Line Adjustment
E 101-41900-305		ESCROW/PROJECT PAY	$180.00	38117	100 Village Center Drive Sign
E 101-41900-305		ESCROW/PROJECT PAY	$270.00	38117	2 Crocus Lane Septic Variance
E 101-41900-305		ESCROW/PROJECT PAY	$1,953.00	38117	5 South Long Lake Trail Septic Variance
E 101-41900-305		ESCROW/PROJECT PAY	$94.00	38117	2 Skillman Height
E 101-41910-300		PROFESSIONAL SERVIC	$1,646.00	38117	City Business & Meetings
		Total	$4,417.00		
16350	08/13/26	**Leonard Carl Prof Services**			
E 101-42400-313		CONTRACT SERVICES	$28,218.30		Permit & Plan Review - July 2026
		Total	$28,218.30		
16351	08/13/26	**Marco, Inc.**			
E 101-41300-210		OPERATING SUPPLIES	$504.85	42687978	Monthly Fee - Copier Services
		Total	$504.85		
16352	08/13/26	**Menards - Forest Lake**			
E 602-49450-210		OPERATING SUPPLIES	$109.93		Misc. operating supplies
		Total	$109.93		
16353	08/13/26	**Messerli Kramer**			
E 400-41600-300		PROFESSIONAL SERVIC	$2,000.00	515625	2026 Legislative Representation - August
		Total	$2,000.00		
16354	08/13/26	**Metering & Technology Solution**			
E 601-49400-210		OPERATING SUPPLIES	$245.50	INV11050	Misc. operating supplies

NORTH OAKS

*Check Detail Register©

August 2026

Check #	Check Date	Vendor Name		Amount	Invoice	Comment
			Total	$245.50		
16355	08/13/26	**Metro Council Envir Srvc-Sewer**				
E 602-49450-385		SEWER		$8,086.21		Monthly Sewer - September 2026
			Total	$8,086.21		
16356	08/13/26	**Metro-Inet**				
E 101-41300-309		COMPUTER/INTERNET/		$3,824.00	3697	IT Services - August 2026
			Total	$3,824.00		
16357	08/13/26	**MN PEIP**				
E 101-41300-131		HEALTH, DENTAL, LIFE,		$6,861.24		Coverage Period 9/1/26 to 9/30/26
			Total	$6,861.24		
16358	08/13/26	**NineNorth**				
E 101-41420-345		CABLE TV		$1,018.76	2026-120	July Cable Services
			Total	$1,018.76		
16359	08/13/26	**North Oaks Village Center LLC**				
E 101-41300-410		RENTALS		$5,520.80		Commercial Base Rent (8/26)
E 101-41300-410		RENTALS		$4,291.57		Commercial CAM (8/26)
			Total	$9,812.37		
16360	08/13/26	**North Suburban Communications**				
E 101-41420-345		CABLE TV		$7,294.77	2026-562	City Contribution April - June 2026
			Total	$7,294.77		
16361	08/13/26	**Nykanen Inspections**				
E 101-42400-313		CONTRACT SERVICES		$3,221.60		July Electrical Services
			Total	$3,221.60		
16362	08/13/26	**Peterson-Waddle Recycling**				
E 101-43200-384		RECYCLING		$28,747.71		Monthly Service - July 2026
E 101-43200-384		RECYCLING		$150.00		Storage Rent
E 101-43200-384		RECYCLING		$350.00		Cart & Delivery Repair
E 101-43200-384		RECYCLING		$418.97		Fuel Reimbursement - July 2026
E 101-43200-384		RECYCLING		$1,321.00		Volume Charge - July 2026
			Total	$30,987.68		
16363	08/13/26	**PhycoTech, Inc.**				
E 101-46100-318		NATURAL RESOURCES		$762.00	9326	Automated Algal ID - Full Assemblage
			Total	$762.00		
16364	08/13/26	**Premium Waters, Inc.**				
E 101-41300-210		OPERATING SUPPLIES		$52.59	311597343	Water Charge - July
E 101-41300-210		OPERATING SUPPLIES		$11.92	311625323	Monthly Rental - Aug
			Total	$64.51		
16365	08/13/26	**Quality Flow Systems, Inc.**				
E 602-49450-313		CONTRACT SERVICES		$475.00	51529	Submersible Transducer Suspension - LS #13 Golf Course
			Total	$475.00		

NORTH OAKS

*Check Detail Register©

August 2026

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
16366	08/13/26	**Ramsey County Public Records**			
E 101-41100-350		PUBLISHING & ADVERTI	$46.00		ALPR Easement Agreement
E 101-41100-350		PUBLISHING & ADVERTI	$46.00		100 Village Center Sign
E 101-41100-350		PUBLISHING & ADVERTI	$46.00		ALPR Easement @ 8 Pondview
E 101-41100-350		PUBLISHING & ADVERTI	($46.00)		ALPR Easement Agreement
E 101-41100-350		PUBLISHING & ADVERTI	($46.00)		100 Village Center Sign
E 101-41100-350		PUBLISHING & ADVERTI	($46.00)		ALPR Easement @ 8 Pondview
		Total	$0.00		
16367	08/13/26	**Ramsey County Sheriff**			
E 101-42100-313		CONTRACT SERVICES	$106,243.93		Police & CSO - July 2026
		Total	$106,243.93		
16368	08/13/26	**Ramsey County-Emergency Commun**			
E 101-42100-313		CONTRACT SERVICES	$9.36	EMCOM-013	Fleet Support - June
E 101-42100-313		CONTRACT SERVICES	$320.00	EMCOM-013	CAD Services - June
E 101-42100-313		CONTRACT SERVICES	$2,655.17	EMCOM-013	911 Dispatch - June
		Total	$2,984.53		
16369	08/13/26	**Recycle Technologies, Inc.**			
E 101-43200-387		RECYCLING - CLEAN UP	$4,811.50	INV-7911	Recycling - Clean up day
		Total	$4,811.50		
16370	08/13/26	**REHDER FORESTRY CONSULTING**			
E 101-46100-316		TREE PRESERVATION	$678.13		April 2026 Forestry Services (re-issued check Inv 527)
E 101-46100-316		TREE PRESERVATION	$5,484.01	552	July 2026 Forestry Services
		Total	$6,162.14		
16371	08/13/26	**Schroeder PAC**			
E 602-49450-429		MISC/LIFTSTATIONS	$976.49	5608	Capacitor installed & tested, UPS installed, battery backup
		Total	$976.49		
16372	08/13/26	**Staples**			
E 101-41300-210		OPERATING SUPPLIES	$66.11	6069711023	Staples, paper, binderclips
		Total	$66.11		
16373	08/13/26	**Epoch Design LLC**			
E 101-41300-322		POSTAGE/MAILBOXES	$292.77		3 MailManager
E 101-41300-322		POSTAGE/MAILBOXES	$418.10		2 Package Master
		Total	$710.87		
16374	08/13/26	**Ramsey County Public Records**			
E 101-41100-350		PUBLISHING & ADVERTI	$46.00		ALPR Easement @ 2 Sherwood Trail
E 101-41100-350		PUBLISHING & ADVERTI	$46.00		ALPR Easement @ 8 Pondview
		Total	$92.00		
16375	08/13/26	**Ramsey County Public Records**			
E 101-41100-350		PUBLISHING & ADVERTI	$46.00		100 Village Center Sign
		Total	$46.00		

NORTH OAKS

*Check Detail Register©

August 2026

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		10100	$320,802.37		

Fund Summary

10100 Checking	
101 GENERAL	$294,685.06
400 SPECIAL PROJECTS	$3,912.50
401 FIRE EQUIPMENT	$6,507.99
601 WATER	$617.56
602 SEWER	$15,079.26
	$320,802.37

_____ Mayor Krista Wolter

_____ Mark Azman

_____ Andrew Gaspard

_____ Sara Shah

_____ Grover Sayer

CITY OF NORTH OAKS APPROVED 2026 BUDGET

Updated 8/13/26

APPROVED 2026 EXPENDITURES

ActCode	DEPT Descr	OBJ Descr	2025 Budget	12/31/2025	% of Budget	UnderLine	2026 Budget	8/13/2026	% of Budget
101-41100-103	LEGISLATIVE -	WAGES - PART TIME/TEMP	$12,600.00	$8,718.00	69.19%	CC/PC wages 675/mayor;	$12,600.00	$4,350.00	34.52%
101-41100-311	LEGISLATIVE -	CONFERENCES/SEMINARS	$800.00	$0.00	0.00%		$800.00	$41.55	5.19%
101-41100-313	LEGISLATIVE -	CONTRACT SERVICES			#DIV/0!	Timesavers			
101-41100-350	LEGISLATIVE -	PUBLISHING & ADVERTISING	$2,200.00	$1,826.68	83.03%	Legal/P.H	$2,752.00	$1,186.38	43.11%
101-41100-433	LEGISLATIVE -	DUES AND SUBSCRIPTIONS	$20,353.00	$20,619.96	101.31%	NWYFS/LMC/MCMA	$21,740.00	$21,116.03	97.13%
101-41300-101	CITY	WAGES - FULL TIME	318,259.00	$312,921.84	98.32%	combined wages	$345,326.00	$206,861.30	59.90%
101-41300-103	CITY	WAGES - PART TIME/TEMP			#DIV/0!				
101-41300-121	CITY	PERA CONTRIBUTIONS						$16,016.07	
101-41300-122	CITY	FICA CONTRIBUTIONS	24,653.00	$32,559.20	132.07%		$26,417.00	$22,018.45	83.35%
101-41300-127	CITY	DEFERRED COMP							
101-41300-131	CITY	HEALTH, DENTAL, LIFE, LTD INS	$55,623.00	$59,919.52	107.72%	Car/PERA/Health	104,046.00	$71,146.83	68.38%
101-41300-131	CITY	CAR ALLOWANCE	$4,000.00	$3,999.96	100.00%	Car Allowance	4,000.00	$2,666.65	66.67%
101-41300-210	CITY	OPERATING SUPPLIES	$30,500.00	$27,389.66	89.80%	Office/IT/Software	$31,415.00	$10,012.50	31.87%
101-41300-309	CITY	COMPUTER/INTERNET/GIS	$66,700.00	$74,406.87	111.55%	Granicus/Polco/Comcast	$68,701.00	$46,706.81	67.99%
101-41300-310	CITY	TRAINING	$3,000.00	$9,037.32	301.24%	League/MCMA/MAMA	$50,000.00	$1,003.26	2.01%
101-41300-322	CITY	MAILBOXES	$5,000.00	$1,717.87	34.36%	passthrough	$5,000.00	$1,310.28	26.21%
101-41300-360	CITY	INSURANCE	$26,000.00	$21,145.00	81.33%		$26,000.00	$47,860.69	184.08%
101-41300-381	CITY	ELECTRIC UTILITIES	$1,200.00	$1,323.13	110.26%		$1,300.00	$655.74	50.44%
101-41300-410	CITY	RENTALS	$112,131.00	$117,298.20	104.61%	Office Rent	$115,176.00	$80,029.08	69.48%
101-41300-430	CITY	MISCELLANEOUS EXPENSE	$0.00	$406.57	#DIV/0!	Website/Domain/OPG	$50,000.00		
101-41400-300	ELECTIONS	PROFESSIONAL SERVICES	$23,619.00	$22,399.00	94.83%	Election Contracts	$43,620.00	$17,444.00	39.99%
101-41420-345	CABLE TV	PROFESSIONAL SERVICES	$36,000.00	$37,414.66	103.93%		$38,066.00	$19,402.39	50.97%
101-41500-301	FINANCE	AUDIT SERVICES	$22,350.00	$20,878.00	93.41%	AEM - 3 year contract	$23,475.00	$21,931.90	93.43%
101-41600-304	LEGAL	LEGAL FEES - GENERAL	$50,000.00	$79,402.30	158.80%	Kennedy & Graven	$55,000.00	$82,326.90	149.69%
101-41600-315	LEGAL	LEGAL FEES - PROSECUTION	$13,104.00	$11,611.18	88.61%	Kelly & Lemmons	$13,104.00	$7,176.00	54.76%
101-41900-302	ENGINEERING	IMPROVEMENT PROJECTS	$100,000.00	$17,180.55		I35/CTY RD J	$30,000.00		
101-41900-303	ENGINEERING	ENGINEERING SERVICES	$75,000.00	$122,397.10	163.20%	WSB	$75,000.00	$114,221.50	152.30%
101-41900-305	ENGINEERING	ESCROW/PROJECT PAYABLE	$15,000.00	$36,021.85	240.15%		$15,000.00	$15,550.25	103.67%
101-41910-300	PLANNING	PROFESSIONAL SERVICES	$80,000.00	$42,980.75	53.73%	Planning Fees/Ehlers	$50,000.00	$12,555.00	25.11%
101-42100-313	POLICE	CONTRACT SERVICES	$1,107,195.00	$1,238,383.18	111.85%	Police Contract	$1,292,512.00	$653,513.39	50.56%
101-42110-313	SECURITY	CONTRACT SERVICES	$47,100.00	$2,070.00		Security - RAVE/LPR	$74,070.00	$2,070.00	2.79%
101-42200-313	FIRE	CONTRACT SERVICES	$540,000.00	$527,193.00	97.63%	LJFD	$630,000.00	$615,749.00	97.74%
101-42300-300	EMERGENCY	PROFESSIONAL SERVICES	$1,000.00	$1,953.90	195.39%	Gopher State	$1,500.00	$696.65	46.44%

APPROVED 2026 EXPENDITURES (CONTINUED)

101-42400-300	BUILDING	PROFESSIONAL SERVICES	$500.00	$260.00	52.00%	Other Inspections	$500.00		0.00%
101-42400-313	BUILDING	CONTRACT SERVICES	$300,000.00	$341,014.14	113.67%		$300,000.00	$195,323.25	65.11%
101-42400-451	BUILDING	BUILDING PERMIT SURCHARGE	$30,000.00	$15,001.13	50.00%		$30,000.00	$8,436.41	28.12%
101-43100-381	STREETS	ELECTRIC UTILITIES	$3,000.00	$2,757.41	91.91%		$3,000.00	$1,633.97	54.47%
101-43100-408	STREETS	STREETS/SIDEWALK/CURB	$80,500.00	$9,558.51	11.87%	Mel's Service	$50,000.00	$18,635.00	37.27%
101-43200-384	RECYCLING	RECYCLING	$361,380.00	$375,005.75	103.77%		$388,522.00	$230,292.02	59.27%
101-43200-384	RECYCLING	RECYCLING (Clean Up Day)	$6,000.00	$5,861.25	97.69%	Clean Up/Recycle Day	$6,000.00	$4,811.50	80.19%
101-45100-470	RECREATION-	COMMUNITY FUNCTIONS		$0.00					
101-46100-316	NATURAL	TREE PRESERVATION	$45,000.00	$58,404.25	129.79%	City Forester	$60,000.00	$29,517.87	49.20%
101-46100-317	NATURAL	DEER/ANIMAL MANAGEMENT	$75,000.00	$21,679.13	28.91%	Deer/dogs/geese	$50,000.00	$27,067.31	54.13%
101-46100-318	NATURAL	NATURAL RESOURCES	$2,500.00	$7,354.08	294.16%	NRC	$5,000.00	$7,560.00	151.20%
101-46100-319	NATURAL	WEED MANAGEMENT				Lake Weed Management			
101-49450-313	SEWER	CONTRACT SERVICES	$15,000	$15,587.50	103.92%	Septic Inspector	$15,000		0.00%
101-49990-720	UNALLOCATED	TRANSFER OUT	$350,000.00	$350,000.00		Fire Capital	$75,000.00		
101-49990-720	UNALLOCATED	TRANSFER OUT				Police Capital			
101-49990-720	UNALLOCATED	TRANSFER OUT				General Capital			
			$4,062,819.00	$4,055,658.40	99.82%		$4,302,642.00	$2,618,895.93	60.87%

ActCode	DEPT Descr	OBJ Descr	2025 Budget	12/31/25	% of Budget	UnderLine	2026 Budget	8/13/2026	% of Budget
306-47000-601	DEBT SERVICE	BOND PRINCIPAL				LGWA Bond		$87,774.16	
306-47000-611	DEBT SERVICE	BOND INTEREST							
306-47000-620	DEBT SERVICE	PAYING AGENT FEES						$475.00	
400-41600-300	ATTORNEY	PROFESSIONAL SERVICES		$891.00		2050 Comp Plan System Stmt	$48,000.00	$51,326.00	
400-41910-300	PLANNING	PROFESSIONAL SERVICES					.		
400-41910-303	ENGINEERING	ENGINEERING SERVICES				WSB City Wide Full Design	$65,000.00		
400-43100-408	STREETS	STREETS/SIDEWALK/CURB							
400-46100-318	NATURAL	NATURAL RESOURCES							
401-42200-500	FIRE	CAPITAL OUTLAY	$350,000.00	$1,750,430.18		Fire Expenses		$61,762.73	#DIV/0!
402-49450-430	SEWER	MISCELLANEOUS EXPENSE	$0.00	$0.00					
403-47000-720	DEBT SERVICE	TRANSFER OUT	$0.00	$0.00					
403-49450-430	SEWER	MISCELLANEOUS EXPENSE	$0.00	$0.00					
404-42100-500	POLICE	CAPITAL OUTLAY				Police Expenses			
406-43000-381	PUBLIC WORKS	ELECTRIC UTILITIES		$1,041.97				$497.08	

Updated 8/13/2026

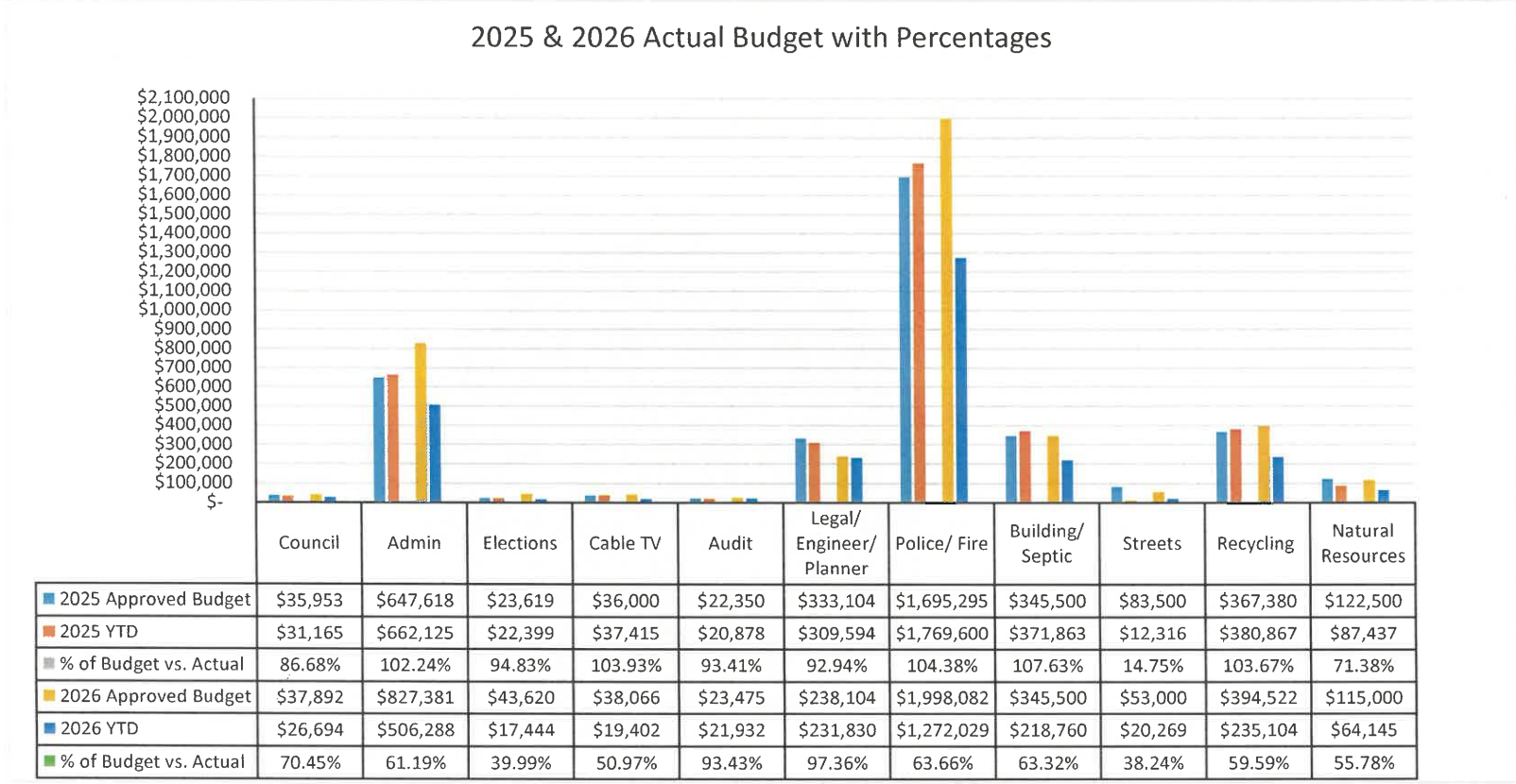
APPROVED 2026 REVENUES

ActCode	DEPT Descr	OBJ Descr	2025 Budget	12/31/25	% of Budget	UnderLine	2026 Budget	8/13/2026	% of Budget
101-31010	COUNCIL	GENERAL PROPERTY TAXES	$2,794,583.00	$2,722,833.62	97.43%		$2,900,879.00	$1,626,648.01	56.07%
101-31810	COUNCIL	CABLE T.V. FEES	$91,000.00	$88,245.96	96.97%		$89,900.00	$43,593.54	48.49%
101-32110	COUNCIL	ALCOHOLIC BEV LICENSE	$5,650.00	$5,500.00	97.35%		$5,650.00		0.00%
101-32111	COUNCIL	TOBACCO LICENSE	$600.00	$600.00	100.00%		$600.00		0.00%
101-32160	COUNCIL	CONTRACTOR LICENSES	$9,000.00	$15,940.00	177.11%		$10,000.00	$11,295.00	112.95%
101-32210	COUNCIL	BUILDING PERMIT	$500,000.00	$440,544.40	88.11%		$500,000.00	$258,772.27	51.75%
101-32230	COUNCIL	HEAT/PLUMB PERMIT	$50,000.00	$80,088.62	160.18%		$60,000.00	$47,213.32	78.69%
101-32240	COUNCIL	ANIMAL LICENSE	$0.00	$0.00	#DIV/0!		$0.00		0.00%
101-32260	COUNCIL	STATE SURCHARGE	$12,000.00	$15,667.81	130.57%		$15,000.00	$9,629.85	64.20%
101-32261	COUNCIL	ISTS PERMIT	$6,750.00	$11,650.00	172.59%		$7,000.00	$7,945.00	113.50%
101-32262	COUNCIL	RENTAL LICENSE FEE	$1,000.00	$200.00	20.00%		$500.00	$700.00	140.00%
101-32263	COUNCIL	SHORELAND/FORESTRY PERMIT	$300.00	$100.00	33.33%		$300.00		0.00%
101-32264	COUNCIL	ISTS PUMPING RECORDS	$5,000.00	$12,240.00	244.80%		$10,000.00	$6,340.00	63.40%
101-33440	COUNCIL	SCORE GRANT	$12,000.00	$25,710.00	214.25%		$12,000.00		0.00%
101-33600	COUNCIL	OTHER GOVT GRANTS/AID		$29,920.47			$0.00	$16,848.50	
101-34103	COUNCIL	VARIANCE, PUD, PLAT FEES, CUP	$4,500.00	$4,500.00	100.00%		$4,500.00	$4,950.00	110.00%
101-34103	COUNCIL	ESCROW FEES	$15,000.00	$34,848.00			$15,000.00	$29,544.15	196.96%
101-34110	COUNCIL	ELECTION						$12.00	#DIV/0!
101-34120	COUNCIL	CERTIFICATE OF OCCUPANCY FEE	$300.00	$500.00	166.67%		$300.00	$400.00	133.33%
101-34403	COUNCIL	RECYCLING FEES		$253.50			$0.00	$981.00	#DIV/0!
101-35100	COUNCIL	FINES AND FORFEITS	$5,000.00	$1,743.88	34.88%		$5,000.00	$768.95	15.38%
101-35104	COUNCIL	LATE FEES/NSF FEES		$15.00			$0.00		
101-36100	COUNCIL	SPECIAL ASSESSMENTS	$361,380.00	$374,979.61	103.76%	Recycling Assessment	$373,620.00	$192,790.26	51.60%
101-36102	COUNCIL	SPECIAL ASSESSMENTS - CLHOA		$87,498.81		Charley Lake HOA	$9,415.00	$14,793.33	
101-36200	COUNCIL	MISCELLANEOUS REVENUES	$5,000.00	$2,028.09	40.56%	Conduit Bond & Misc	$5,000.00	$1,581.83	31.64%
101-36210	COUNCIL	INTEREST EARNINGS	$84,000.00	$129,982.70	154.74%		$90,000.00	$99,283.52	110.32%
101-36220	COUNCIL	RENTS	$52,756.00	$58,916.23	111.68%	NOHOA Rent	$54,178.00	$30,254.98	55.84%
101-36222	COUNCIL	COMMUNITY FUNCTIONS	$3,000.00	$1,975.00	65.83%	Community Mtg Room	$800.00	$600.00	75.00%
101-36240	COUNCIL	REFUNDS AND REIMBURSEMENT	$44,000.00	$21,476.35	48.81%	LMC & Other Rebates	$20,000.00	$715.47	3.58%
101-39200	COUNCIL	TRANSFER IN	$0			Use of Fund Balance	$113,000.00		
			$4,062,819	**$4,167,958**			**$4,302,642.00**	**$2,405,660.98**	**55.91%**

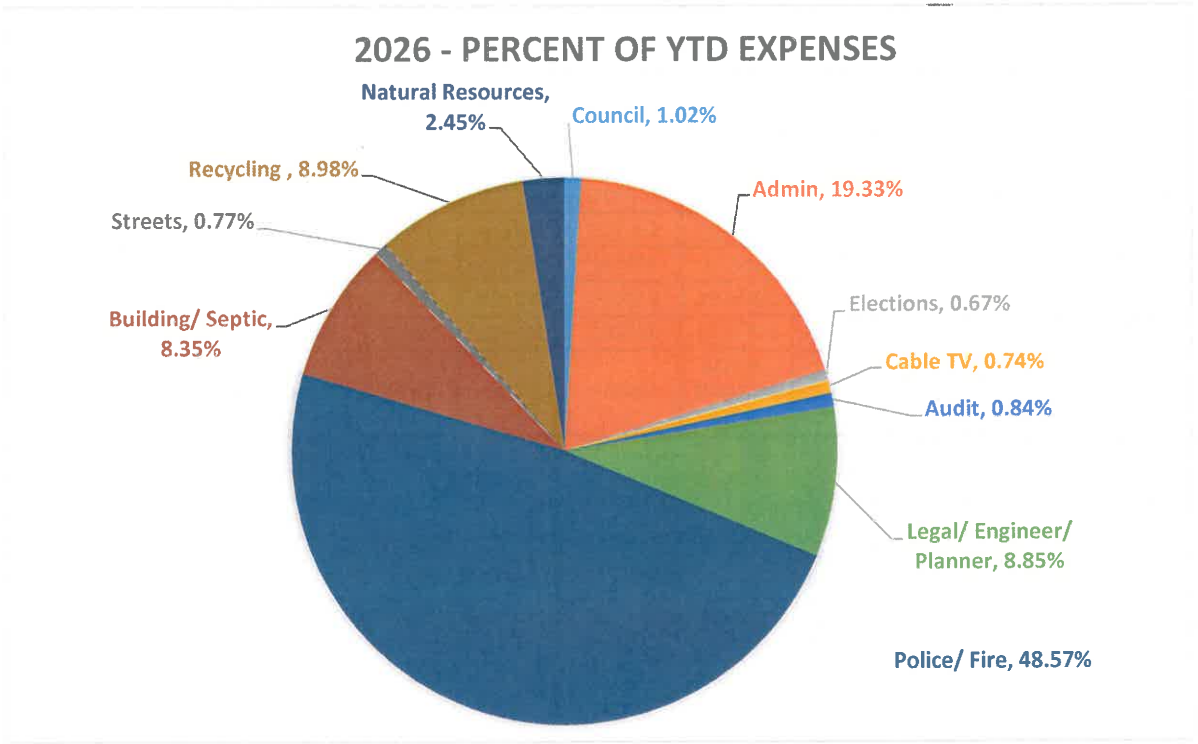
ActCode	DEPT Descr	OBJ Descr	2025 Budget	12/31/25	% of Budget	UnderLine	2026 Budget	8/13/2026	% of Budget
306-36100	COUNCIL	SPECIAL ASSESSMENTS			#DIV/0!	LGWA Bond Assessments			
306-36210	COUNCIL	INTEREST EARNINGS							
400-33418	COUNCIL	MNDOT STATE AID STREETS							
400-36210	COUNCIL	INTEREST EARNINGS		$3,720		Special Project Interest			
400-36240	COUNCIL	REFUNDS AND REIMBURSEMENTS							
400-39200	COUNCIL	TRANSFER IN							
401-36210	COUNCIL	INTEREST EARNINGS		$17,450					
401-36240	COUNCIL	REFUNDS AND REIMBURSEMENTS							
401-39200	COUNCIL	TRANSFER IN		$350,000					
401-39310	COUNCIL	BOND		$1,644,999.82					
401-39400	COUNCIL	BOND		$142,664.00					
R 403-36210	403-36210	INTEREST EARNINGS							
R 403-37180	403-37180	MAINTENANCE/ESCROW FEE							
R 403-39200	403-39200	TRANSFER IN							
R 404-39200	R 404-39200	TRANSFER IN				Police			
406-36100	COUNCIL	SPECIAL ASSESSMENTS		$1,860.55				$1,702.44	
406-36200	COUNCIL	MISCELLANEOUS REVENUES	$0			LGWA Maint Assessments			
406-36210	COUNCIL	INTEREST EARNINGS		$0.00					

2026 Approved Budget with 2026 YTD/ % Of Budget vs. Actual/ Actual Expenses with % of Budget

	2026 Approved Budget	2026 YTD	% of Budget vs. Actual		2,618,895.93
Council	$ 37,892	$ 26,694	70.45%		1.02%
Admin	$ 827,381	$ 506,288	61.19%		19.33%
Elections	$ 43,620	$ 17,444	39.99%		0.67%
Cable TV	$ 38,066	$ 19,402	50.97%		0.74%
Audit	$ 23,475	$ 21,932	93.43%		0.84%
Legal/ Engineer/ Planner	$ 238,104	$ 231,830	97.36%		8.85%
Police/ Fire	$ 1,998,082	$ 1,272,029	63.66%		48.57%
Building/ Septic	$ 345,500	$ 218,760	63.32%		8.35%
Streets	$ 53,000	$ 20,269	38.24%		0.77%
Recycling	$ 394,522	$ 235,104	59.59%		8.98%
Natural Resources	$ 115,000	$ 64,145	55.78%		2.45%
Transfers		$ -			0.00%

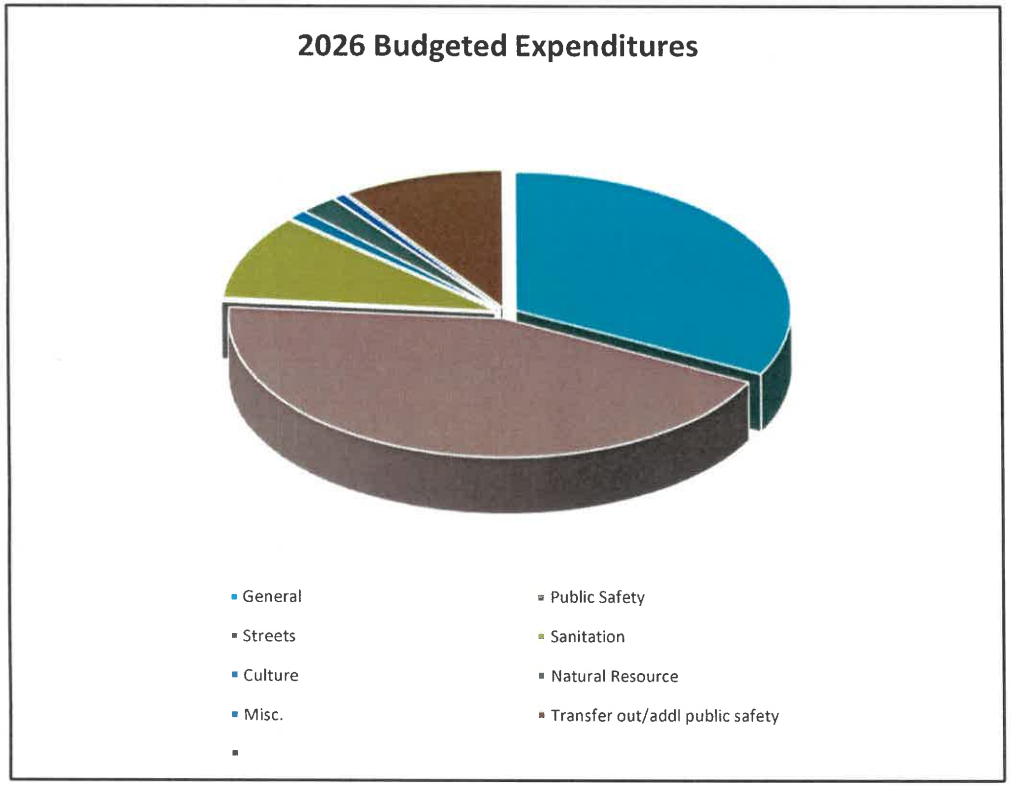


	Council	Admin	Elections	Cable TV	Audit	Legal/ Engineer/ Planner	Police/ Fire	Building/ Septic	Streets	Recycling	Natural Resources
2025 Approved Budget	$35,953	$647,618	$23,619	$36,000	$22,350	$333,104	$1,695,295	$345,500	$83,500	$367,380	$122,500
2025 YTD	$31,165	$662,125	$22,399	$37,415	$20,878	$309,594	$1,769,600	$371,863	$12,316	$380,867	$87,437
% of Budget vs. Actual	86.68%	102.24%	94.83%	103.93%	93.41%	92.94%	104.38%	107.63%	14.75%	103.67%	71.38%
2026 Approved Budget	$37,892	$827,381	$43,620	$38,066	$23,475	$238,104	$1,998,082	$345,500	$53,000	$394,522	$115,000
2026 YTD	$26,694	$506,288	$17,444	$19,402	$21,932	$231,830	$1,272,029	$218,760	$20,269	$235,104	$64,145
% of Budget vs. Actual	70.45%	61.19%	39.99%	50.97%	93.43%	97.36%	63.66%	63.32%	38.24%	59.59%	55.78%


2026 - PERCENT OF YTD EXPENSES
Natural Resources, 2.45%
Council, 1.02%
Recycling , 8.98%
Admin, 19.33%
Streets, 0.77%
Elections, 0.67%
Building/ Septic, 8.35%
Cable TV, 0.74%
Audit, 0.84%
Legal/ Engineer/ Planner, 8.85%
Police/ Fire, 48.57%

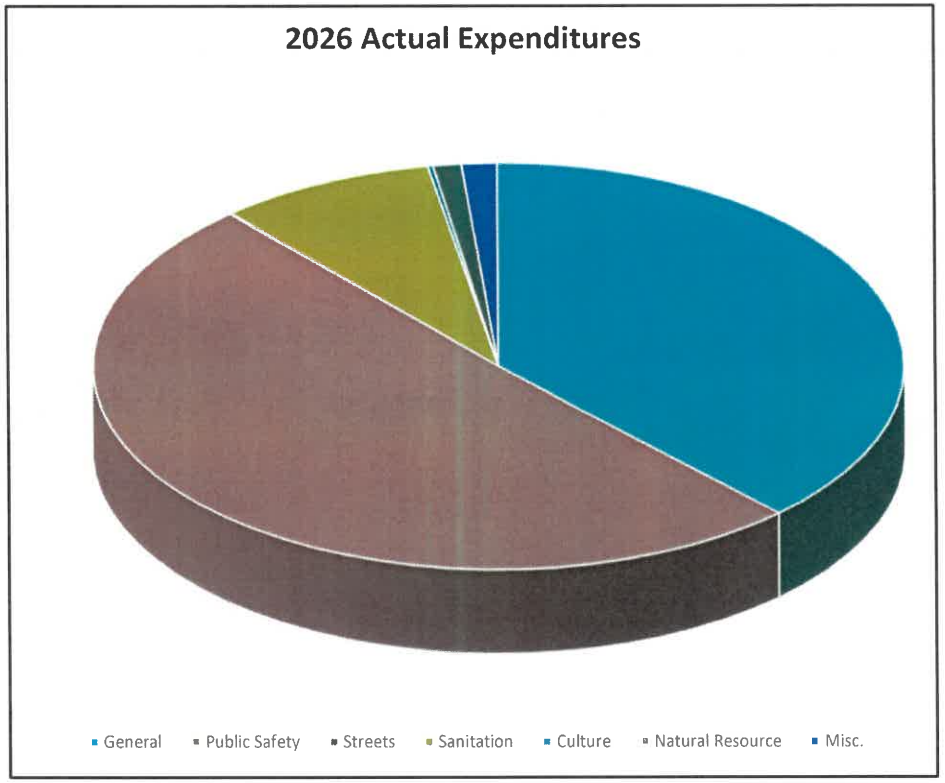
2026 Budgeted Expenditures

$1,603,680.00	General
$1,998,082.00	Public Safety
$53,000.00	Streets
$394,522.00	Sanitation
$38,066.00	Culture
$115,000.00	Natural Resource
$25,292.00	Misc.
$75,000.00	Transfer out/addl public safety



2026 YTD Expenditures

$	1,036,928.87	General
$	1,272,029.04	Public Safety
$	20,268.97	Streets
$	235,103.52	Sanitation
$	19,402.39	Culture
$	64,145.18	Natural Resource
$	22,343.96	Misc.
		Transfer out/addl public safety



LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than $50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be $1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **$100**; otherwise the fee is **$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Children's Hospital Association

Previous Gambling Permit Number: X-62164-25-038

Minnesota Tax ID Number, if any:

Federal Employer ID Number (FEIN), if any: 41-0771605

Mailing Address: 345 Smith Ave. N., Gardenview Tower, Suite 600A

City: St. Paul State: MN Zip: 55102 County: Ramsey

Name of Chief Executive Officer (CEO): Theresa Malone

CEO Daytime Phone: 651-485-6033 CEO Email: theresalmalone@mail.com

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): hannah.klunder@childrensmn.org

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☑ Other Nonprofit Organization

Attach a copy of <u>one</u> of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☑ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of <u>both</u> of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): North Oaks Golf Club

Physical Address (do not use P.O. box): 54 East Oaks Road

Check one:

☑ City: North Oaks Zip: 55127 County: Ramsey

☐ Township: Zip: County:

Date(s) of activity (for raffles, indicate the date of the drawing): 11/13/2025 - 11/14/2025 (drawing on 11/14)

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☑ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to ***www.mn.gov/gcb*** and click on ***Distributors*** under the ***List of Licensees*** tab, or call 651-539-1900.

LG220 Application for Exempt Permit

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits

☐ The application is acknowledged with no waiting period.

☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

☐ The application is denied.

Print City Name: _____

Signature of City Personnel:

_____

Title:_____ Date:_____

The city or county must sign before submitting application to the Gambling Control Board.

COUNTY APPROVAL for a gambling premises located in a township

☐ The application is acknowledged with no waiting period.

☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

☐ The application is denied.

Print County Name: _____

Signature of County Personnel:

_____

Title:_____ Date:_____

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer:_____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____ Date: _____
(Signature must be CEO's signature; designee may not sign)

Print Name: _____

REQUIREMENTS

Complete a separate application for:
- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

_____ a copy of your proof of nonprofit status; and

_____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **$100**; otherwise the fee is **$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

Internal Revenue Service | Department of the Treasury

District
Director

Person to Contact: EO:TPA

Telephone Number: (312) 886-5571

Refer Reply to: 87-1083

Date: June 11, 1987

Children's Hospital Association
345 N. Smith Avenue
St. Paul, MN 55102

RE: Children's Hospital Association
EIN: 41-0711605

This is in response to the letter dated May 26, 1987 regarding your status as an organization exempt from Federal income tax.

Our records indicate that a ruling letter was issued in July 1938, granting your organization an exemption from Federal income tax under the provisions of Section 501(c)(3) of the Internal Revenue Code of 1954. Our records also indicate that your organization is not a private foundation but one that is described in 501(c)(3), 509(A)(1), 170 (B)(1)(A)(vi).

Contributions made to you are deductible by donors in computing their taxable income in the manner and to the extent provided in Section 170 of the Internal Revenue Code.

If your gross receipts each year are normally $25,000.00 or more, you are required to file Form 990, Return of Organizations Exempt from Income Tax by the fifteenth day of the fifth month after the end of your annual accounting period.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under Section 511 of the Code. If you are subject to this tax, you must file an income tax return on F-990-T.

If any question arises with respect to your status for Federal income tax purposes, you may use this letter as evidence of your exemption.

This is an advisory letter.

Sincerely yours,

J. R. Starkey
District Director

CITY OF NorthOaks
Building on a tradition of innovation

PLANNING REPORT

TO: North Oaks City Council

FROM: Kendra Lindahl and John Uphoff, City Planners
Kevin Kress, City Administrator
Bridget McCauley Nason, City Attorney
Chris Uebe, Lead SSTS Inspector
Brian Humpal, SSTS Inspector
Jupe Hale, City Engineer

DATE: August 7, 2026

RE: Septic Variance at 5 South Long Lake Trail (city file 26-9)

Date Application Submitted	June 23, 2026
Date Application Determined Complete:	July 10, 2026
Planning Commission Meeting Date:	July 30, 2026
City Council Meeting Date:	August 13, 2026
60-day Review Date:	September 7, 2026

REQUEST

Chris and Rachel Leonard have requested approval of a subsurface sewage treatment system (SSTS) variance from the requirement for two 5,000 square foot individual sewage treatment sites to allow two smaller sites. Specifically, the proposed primary site is 2,942 square feet and the secondary site is approximately 1,954 square feet of suitable soils.

PLANNING COMMISSION REVIEW

On July 30, the Planning Commission voted unanimously to recommend approval of the variance application. Other than the applicant, there was no one present to speak on this item.

BACKGROUND

Construction of a new single-family home has begun on this property. The applicant applied for a septic permit and a receipt for the septic permit was issued. The receipt includes the following language "*This permit is a receipt of payment ONLY – not approval to begin work. You will be notified by City Staff once the Septic Design application has been approved to begin work. Once work commences, contact Septic Inspector Brian Humpal at 651-492-7550 to schedule all inspections.*" However, the septic permit has not yet been issued.

The applicant applied for a building permit, which was issued on April 29, 2026.

The septic inspector noticed the construction and notified the owner that the septic system was not yet approved, and a variance would be required.

The property has wetlands on the northern and eastern portions of the lot and a trail easement surrounding the property on the south, east, and west sides of the site.

Zoning and Land Use

The 3.53-acre property is guided Low Density residential and is zoned Residential Single Family – Low Density (RSL).

PLANNING ANALYSIS

Chapter 51 of the City Code establishes standards for SSTS. Section 51.02(5)(a) requires the identification of two sites, each 5,000 square feet in size, for the purpose of sewage treatment and dispersal. The request is for a variance from the requirement for two 5,000 square-foot individual sewage treatment sites. The applicant has proposed two sites, one of which is approximately 1,954 square feet and the other is approximately 2,942 square feet. Section 51.03(d) requires all tanks and treatment areas to be setback 30 feet from property lines, wetlands, and nearest edge of

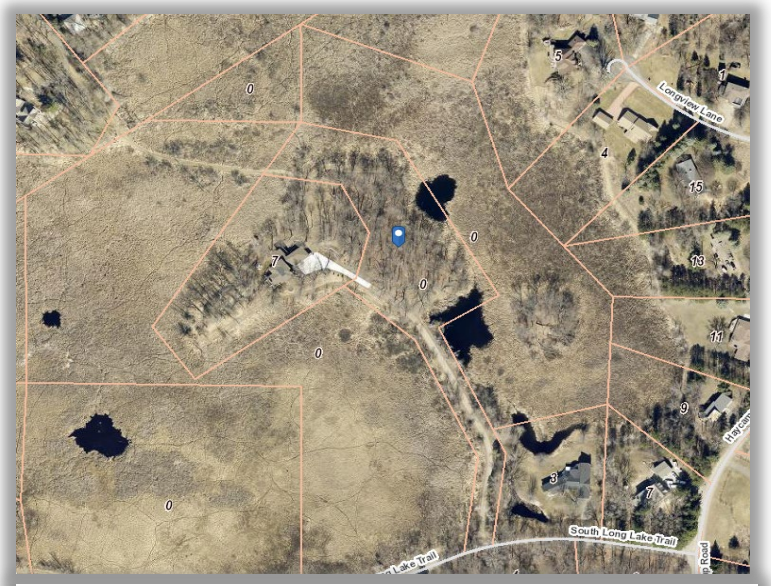


Figure 1- Subject Parcel

any road easement. Both proposed sewage treatment sites meet the setback requirements.

Variance Standards

Section 51.02(11) of the Code states: "Where conditions prevent the construction, alteration, and/or repair of a sewage treatment system in strict compliance with the requirements of this chapter, the property owner may apply for a variance following the procedures outlined in North Oaks City Code Sections 151.078 & 151.079."

Section 151.078 of the Zoning Code requires that the following criteria be considered, and a variance only be granted when it is demonstrated that the following standards have all been met:

(1)(a) Their strict enforcement would cause practical difficulties because of circumstances unique to the individual land under consideration, and the variances shall be granted only when it is demonstrated that the actions will be in keeping with the spirit and intent of this chapter.

There are not two 5,000 square foot areas suitable for the construction of a new sewage treatment system in strict compliance with the requirements of Chapter 51 and creates a practical difficulty. The lot does not contain two 5,000 square foot areas with suitable soils.

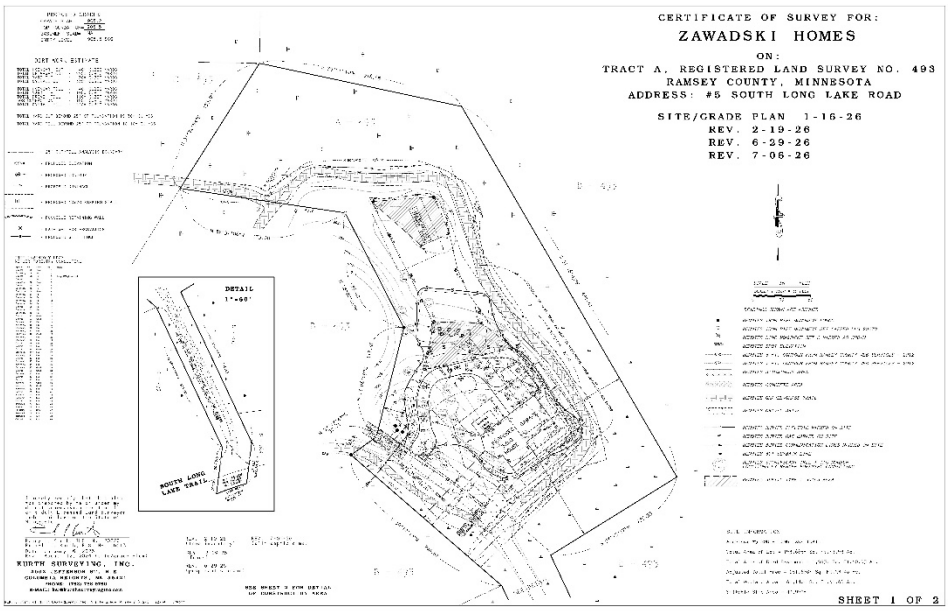


Figure 2- Site Survey

b) PRACTICAL DIFFICULTIES means the land in question cannot be put to a reasonable use if used under conditions allowed by the official controls, the plight of the landowner is due to

circumstances unique to the land in question which were not created by the landowner, and the variance, if granted, will not alter the essential character of the locality.

The unusual shape of this lot, the location of the shared drive, the trail, and the wetland limit the potential septic locations with suitable soils on the existing lot of record. There is no location containing 5,000 square feet of suitable soils for the construction of a new septic system on this site. Approving the variance will allow the construction of a new septic system to serve the home that is under construction. It would not alter the essential character of the locality. There are no other locations on site that could accommodate a 5,000 square foot site and meet the required setbacks.

(c) Economic considerations alone shall not constitute an undue hardship if reasonable use for the land exists under the terms of this chapter.

The variance requested is to construct a new septic system. The variance is not based on economic considerations alone.

(d) A variance may not be granted for any use that is not permitted under this chapter for land in the zone where the affected person's land is located.

The variance would allow a new septic system. It would not allow a use that is not permitted by City Code.

(2) Subject to the above, a variance may be granted only in the event that all of the following circumstances exist:

(a) Unique circumstances apply to the which do not generally apply to other land in the same zone or vicinity, and result from lot size or shape, topography, or other circumstances over which the owners of the land have no control;

The circumstances of this site do not apply to other properties in the same zone and are the result of the lot shape, wetlands, trail easement, and existing conditions on this lot.

(b) The proposed use is reasonable;

The proposed use is reasonable. It will allow construction of a new septic system.

(c) That the unique circumstances do not result from the actions of the applicant;

The circumstances do not result from the action of the applicant. The property does not contain two 5,000 square foot areas with suitable (Type 1) soils.

(d) That granting the variance requested will not confer on the applicant any special privilege that is denied by this chapter to other lands, structures, or buildings in the same district;

Granting the variance will not confer upon the applicant any special privilege. It will simply allow them to construct a new septic system.

(e) That the Variance requested is the minimum variance which would alleviate the practical difficulties;

The variance is the minimum action needed to alleviate the practical difficulties on site. The City septic inspectors have worked closely with the applicant to locate the new system to minimize the required variance.

(f) The proposed variance will not impair an adequate supply of light and air to adjacent land, or substantially increase the congestion of the roads and streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the neighborhood;

The proposed variance will not impair an adequate supply of light and air to adjacent land or substantially increase the congestion of the roads and streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the neighborhood.

(g) At no time after the land became nonconforming was the property under common ownership with contiguous land, the combination of which could have been used to reduce or avoid the nonconformity of the land.

NA

The City Engineer has reviewed the Plans and has no comments or concerns.

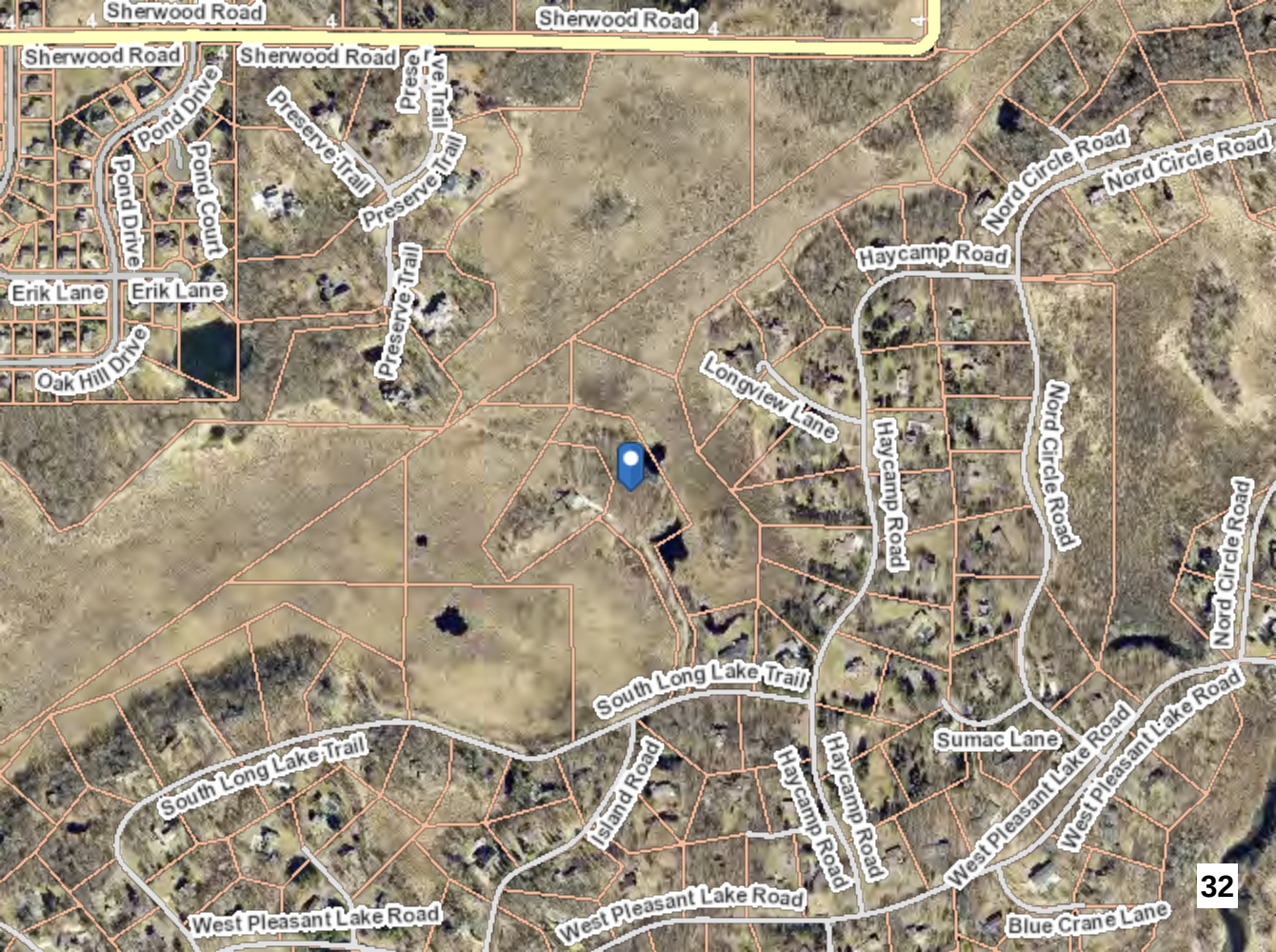
The City Septic Inspectors have been working with the applicant and their Septic Designer and find the plans meet the intent of the ordinance and recommend approval of the variance.

Attached for reference:

Exhibit A:	Location Map
Exhibit B	Application Narrative dated June 23, 2026
Exhibit C:	Site Survey dated January 16, 2026 and revised July 6, 2026
Exhibit D:	Septic Design received June 16, 2026
Exhibit E:	Resolution approving the septic variance

ACTION

Move to approve the resolution approving the septic variance at 5 South Long Lake Trail as recommended by the Planning Commission.


Sherwood Road
Sherwood Road
Sherwood Road
Sherwood Road
Pond Drive
Pond Drive
Pond Court
Preserve Trail
Preserve Trail
Preserve Trail
Preserve Trail
Erik Lane
Erik Lane
Oak Hill Drive
Haycamp Road
Nord Circle Road
Nord Circle Road
Longview Lane
Haycamp Road
Nord Circle Road
Nord Circle Road
South Long Lake Trail
South Long Lake Trail
Island Road
Haycamp Road
Haycamp Road
Sumac Lane
West Pleasant Lake Road
West Pleasant Lake Road
West Pleasant Lake Road
West Pleasant Lake Road
Blue Crane Lane
32

ZAWADSKI
HOMES
4614 Churchill Street
Shoreview, Mn. 55126

6/23/26

RE: 5 South Long Lake Trial Application for a Sewer Variance

We are requesting a variance for the drainfield since there is not 10,000 square feet of good soil on the property. The sewer designer that designed the system could only find 1954 sq ft of adequate soils in one location and 2942 sq ft in another location (see attached survey). That means that we are having practical difficulties in complying with zoning. By attaining the variance this would alleviate the practical difficulties.

We applied for both the building permit and sewer permit in November of 2025. This spring we were notified that both the building permit and sewer permit were approved and that we can pick them up. We picked up both in early June and proceeded to start building the home. It was only when our sewer designer received an email from Chris Uebe (NO Lead SSTS Inspector) 6/3/26 stating that he was sorry for the delay in reviewing the design that was sent into the city in Dec of 25. He said, "this one got lost in the shuffle of being a 2025 end-of-year permit". This is frustrating, that we get to this point and then we are told that we really don't have an approved permit and now we are here.

CERTIFICATE OF SURVEY FOR:

ZAWADSKI HOMES

ON:

TRACT A, REGISTERED LAND SURVEY NO. 493
RAMSEY COUNTY, MINNESOTA
ADDRESS: #5 SOUTH LONG LAKE ROAD

SITE/GRADE PLAN 1-16-26
REV. 2-19-26
REV. 6-29-26
REV. 7-06-26

PROPOSED GRADES
GARAGE SLAB= 905.2
TOP FOUNDATION= 905.5
BASEMENT SLAB= NA
ENTRY LEVEL= 905.5-SOG

DIRT WORK ESTIMATE

TOTAL HSE\GAR CUT - 40± CUBIC YARDS
TOTAL DRIVEWAY CUT - 220± CUBIC YARDS
TOTAL YARD CUT - 70± CUBIC YARDS
TOTAL OVERALL CUT - 330± CUBIC YARDS

TOTAL HSE\GAR FILL - 40± CUBIC YARDS
TOTAL YARD FILL - 190± CUBIC YARDS
TOTAL DRIVE FILL - 110± CUBIC YARDS
30% COMPACTION - 100± CUBIC YARDS
TOTAL OVERALL FILL - 440± CUBIC YARDS

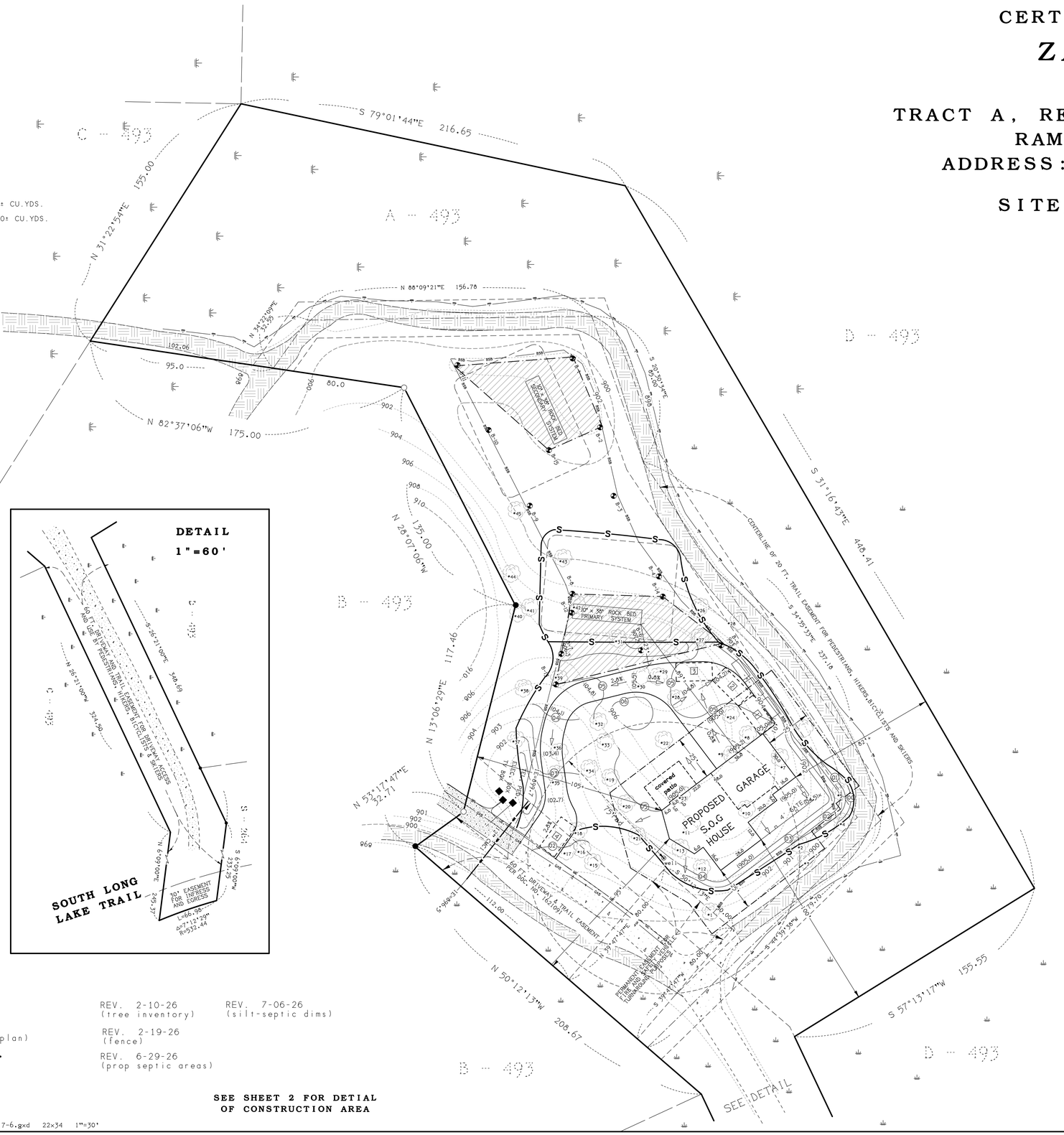
TOTAL YARD CUT BEYOND 25' OF FOUNDATION IS 30± CU.YDS.

TOTAL YARD FILL BEYOND 25' OF FOUNDATION IS 10± CU.YDS.

- 25' CUT/FILL ANALYSIS BOUNDARY
(930.0) - PROPOSED ELEVATION
- PROPOSED CONTOUR
- PROPOSED DRAINAGE
- PROPOSED 10x20 PARKING STALL
- POSSIBLE RETAINING WALL
- LATH SET FOR EXCAVATION
-S- - PROPOSED SILT FENCE

TREE INVENTORY FROM
REHDER FORESTRY CONSULTING

Species	DBH	Cond	Tag	Notes
Oak, red	42	Good	1	
Basswood,	8	Fair	2	
Oak, red	26	Fair	3	hangs 12' high over trail
Oak, red	22	Fair	4	
Oak, white	18	Good	5	
Oak, red	18	Fair	6	
Basswood,	15	Fair	7	
Cherry, bla	9	Good	8	
Basswood,	11	Fair	9	
Oak, white	10	Fair	10	
Basswood,	13	Fair	11	
Oak, white	26	Fair	12	
Oak, red	26	Fair	13	
Oak, white	22	Fair	14	
Basswood,	12	Fair	15	
Oak, red	17	Good	16	
Oak, red	27	Good	17	
Basswood,	12	Fair	18	
Basswood,	15	Fair	19	
Basswood,	22	Fair	20	
Basswood,	13	Fair	21	
Cherry, bla	12	Good	22	
Basswood,	7	Fair	23	
Basswood,	9	Fair	24	
Oak, red	28	Fair	25	
Oak, red	28	Fair	26	
Oak, red	14	Good	27	
Basswood,	9	Fair	28	
Maple, sug	11	Fair	29	
Oak, red	11	Fair	30	
Basswood,	13	Fair	31	
Basswood,	14	Fair	32	
Oak, white	12	Good	33	
Oak, red	21	Good	34	
Basswood,	30	Fair	35	
Oak, red	17	Fair	36	
Oak, red	20	Fair	37	
Ironwood	6	Good	38	
Maple, red	24	Good	39	
Basswood,	10	Fair	40	
Oak, red	31	Fair	41	
Maple, red	11	Fair	42	
Maple, red	25	Fair	43	
Oak, red	27	Fair	44	
Basswood,	22	Fair	45	
Boxelder	13	Fair	46	
Hackberry	16	Good	47	
Basswood,	17	Fair	48	
Basswood,	17	Fair	49	
Oak, red	34	Fair	50	



SCALE IN FEET
SCALE: 1 INCH = 30 FEET
0 30 60

BEARINGS SHOWN ARE ASSUMED

- DENOTES IRON PIPE MONUMENT FOUND
- DENOTES IRON PIPE MONUMENT SET CAPPED LLS 20270
- DENOTES LINE MONUMENT SET & MARKED AS SHOWN
9255x DENOTES SPOT ELEVATION
930 DENOTES 5 FT. CONTOUR FROM RAMSEY COUNTY WEB SERVICES - 2012
934 DENOTES 1 FT. CONTOUR FROM RAMSEY COUNTY WEB SERVICES - 2012
- DENOTES BITUMINOUS AREA
- DENOTES CONCRETE AREA
- DENOTES GRAVEL\GRASS TRAIL
- DENOTES GRAVEL DRIVE
UE DENOTES BURIED ELECTRIC MARKED ON SITE
GAS DENOTES BURIED GAS MARKED ON SITE
TEL DENOTES BURIED COMMUNICATION LINES MARKED OM SITE
30B DENOTES 30' SETBACK LINE
#2 DENOTES SIGNIFICANT TREE & TAG NUMBER LOCATIONS BY REHDER FORESTRY CONSULTING
- DENOTES SEPTIC TYPE 1 SOILS AREA

I hereby certify that this plan 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.

Randy L. Kurth, RLS. No. 20270
Russell J. Kurth, RLS. No. 16113
Date: January 16, 2026
Rev.: August 12, 2024 (site/grade plan)

KURTH SURVEYING, INC.
4002 JEFFERSON ST. N.E.
COLUMBIA HEIGHTS, MN 55421
PHONE: (763) 788-9769
E-MAIL: ksi@kurthsurveyinginc.com

REV. 2-10-26 (tree inventory)
REV. 2-19-26 (fence)
REV. 6-29-26 (prop septic areas)
REV. 7-06-26 (silt-septic dims)

SEE SHEET 2 FOR DETIAL OF CONSTRUCTION AREA

SITE INFORMATION
Address: #5 SOUTH LONG LAKE TRAIL
Total Area of Lot = 153,665± Sq. Ft.\3.53 Ac.
Total Area of Road Easement = 1,995± Sq. Ft.\0.05 Ac.
Adjusted Total Area = 151,670± Sq. Ft.\3.48 Ac.
Total Wetland Area = 81,140± Sq. Ft.\1.86 Ac.
Suitable Site Area = 40,950±

RLK.....City of North Oaks\RLS493\Tract A site-grade 30 rev 7-6.gxd 22x34 1"=30'

Onsite Sewage Treatment Program

Preliminary Evaluation Worksheet

MINNESOTA POLLUTION CONTROL AGENCY

1. Contact Information

v 04.02.2024

Property Owner/Client:	Zawadski Homes	Date Completed:	11/24/2025
Site Address:	5 South Long Lake Trl North Oaks MN 55127	Project ID:	Leonard
Email:	rich@zawadskihomes.com	Phone:	651-248-1511
Mailing Address:	5 South Long Lake Trl North Oaks MN 55127	Alt Phone:	
Legal Description:			
Parcel ID:	063022340020	SEC: 06 TWP: 30	RNG: 22

2. Flow and General System Information

A. Client-Provided Information

Project Type: ☑ New Construction ☐ Replacement ☐ Expansion ☐ Repair

Project Use: ☑ Residential ☐ Other Establishment:

Residential use: # Bedrooms: 3 Dwelling sq.ft.: Unfinished sq.ft.:

Adults: # Children: # Teenagers:

In-home business (Y/N): No If yes, describe:

Water-using devices: *(check all that apply)*

- ☐ Garbage Disposal/Grinder
- ☑ Dishwasher
- ☐ Hot Tub*
- ☐ Sewage pump in basement
- ☐ Water Softener*
- ☐ Sump Pump*
- ☐ Large Bathtub >40 gallons
- ☐ Iron Filter*
- ☐ Self-Cleaning Humidifier*
- ☑ Clothes Washing Machine
- ☑ High Eff. Furnace*
- ☐ Other:

* Clear water source - should not go into system

Additional current or future uses: None

Anticipated non-domestic waste: None

The above is complete & accurate: *Client signature & date*

B. Designer-determined Flow and Anticipated Waste Strength Information

Attach additional information as necessary.

Design Flow: 450 GPD Anticipated Waste Type: Residential

Maximum Concentration BOD: 170 mg/L TSS 60 mg/L Oil & Grease 25 mg/L

3. Preliminary Site Information

A. Water Supply Wells

#	Description	Mn. ID#	Well Depth (ft.)	Casing Depth (ft.)	Confining Layer	STA Setback	Source
1							
2							
3							
4							

Additional Well Information: NO WELL AT TIME OF DESIGN

Onsite Sewage Treatment Program

Preliminary Evaluation Worksheet

MINNESOTA POLLUTION CONTROL AGENCY

Site within 200' of noncommunity transient well (Y/N)	No	Yes, source:	
Site within a drinking water supply management area (Y/N)	No	Yes, source:	
Site in Well Head Protection inner wellhead management zone (Y/N)	No	Yes, source:	
Buried water supply pipes within 50 ft of proposed system (Y/N)	No		
B. Site located in a shoreland district/area?	No	Yes, name:	N/A
Elevation of ordinary high water level:	N/A ft	Source:	N/A
Classification: N/A	Tank Setback: N/A ft.	STA Setback:	N/A ft.
C. Site located in a floodplain?	No	Yes, Type(s):	N/A
Floodplain designation/elevation (10 Year):	N/A ft	Source:	N/A
Floodplain designation/elevation (100 Year):	N/A ft	Source:	N/A

D. Property Line Id / Source: ☐ Owner ☑ Survey ☐ County GIS ☐ Plat Map ☐ Other:

E. ID distance of relevant setbacks on map: ☑ Water ☑ Easements ☐ Well(s) ☐ Building(s) ☑ Property Lines ☐ OHWL ☐ Other:

4. Preliminary Soil Profile Information From Web Soil Survey (attach map & description)

Map Units: Anoka Loamy Fine Sand — Slope Range: 3-9 %

List landforms: Outwash Plains

Landform position(s): Shoulder

Parent materials: Outwash

Depth to Bedrock/Restrictive Feature: >80 in — Depth to Watertable: >80 in

Map Unit Ratings

Septic Tank Absorption Field- At-grade:	Not Limited
Septic Tank Absorption Field- Mound:	Moderately Limited
Septic Tank Absorption Field- Trench:	Moderately Limited

5. Local Government Unit Information

Name of LGU:	City of North Oaks
LGU Contact:	
LGU-specific setbacks:	30' setback to all property lines
LGU-specific design requirements:	Mgt plan must be signed
LGU-specific installation requirements:	Permit and inspection required

Notes:

Onsite Sewage Treatment Program

Field Evaluation Worksheet

MINNESOTA POLLUTION CONTROL AGENCY

v 04.02.2024

1. Project Information

Property Owner/Client: Zawadski Homes | Project ID: Leonard

Site Address: 5 South Long Lake Trl North Oaks MN 55127 | Date Completed: 11/24/2025

2. Utility and Structure Information

Utility Locations Identified ☐ Gopher State One Call # | ☐ Any Private Utilities:

Locate and Verify (*see Site Evaluation map*) ☐ Existing Buildings ☐ Improvements ☑ Easements ☐ Setbacks

3. Site Information

Vegetation type(s): Forest | Landscape position: Shoulder

Percent slope: 18.0 % | Slope shape: Linear, Linear | Slope direction: north

Describe the flooding or run-on potential of site: Direct run off water around mound

Describe the need for Type III or Type IV system: None

Note:

Proposed soil treatment area protected? (Y/N): Yes | If yes, describe: Staked

4. General Soils Information

Filled, Compacted, Disturbed areas (Y/N): No

If yes, describe:

Soil observations were conducted in the proposed system location (Y/N): Yes

A soil observation in the most limiting area of the proposed system (Y/N): Yes

Number of soil observations: 11 | Soil observation logs attached (Y/N): Yes

Percolation tests performed & attached (Y/N): Yes

5. Phase I. Reporting Information

	Depth		Elevation		
Limiting Condition*:	12	in	98.40	ft	*Most Restrictive Depth Identified from List Below
Periodically saturated soil:	12	in	98.40	ft	Soil Texture: Very Fine Sand
Standing water:		in		ft	Percolation Rate: 1.5 min/inch
Bedrock:		in		ft	Soil Hyd Loading Rate: 0.60 gpd/sq.ft

Benchmark Elevation: 100.0 ft | Elevations and Benchmark on map? (Y/N): Yes

Benchmark Elevation Location: B6 FOLLOW SURVEY MAP FROM BUILDER

Differences between soil survey and field evaluation: none

Site evaluation issues / comments: none

Anticipated construction issues: none

Soil Observation Log

Project ID: Leonard v 04.02.2024

Client: Zawadski Homes		Location / Address: 5 South Long Lake Trl North Oaks MN 55127	
Soil parent material(s): (Check all that apply) ☑ Outwash ☐ Lacustrine ☐ Loess ☐ Till ☐ Alluvium ☐ Bedrock ☐ Organic Matter ☐ Disturbed/Fill			
Landscape Position: Summit	Slope %: 18.0	Slope shape: Linear, Linear	Flooding/Run-On potential: No
Vegetation: Forest	Soil survey map units: Anoka Loamy Fine Sand		Surface Elevation-Relative to benchmark:
Date/Time of Day/Weather Conditions:	11/24/2025	12:00 PM	Partly Sunny	Limiting Layer Elevation:
Observation #/Location: B1	secondary site		Observation Type: Auger	

Depth (in)	Texture	Rock Frag. %	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Indicator(s)	Structure		
							Shape	Grade	Consistence
0-5	Very Fine Sand	0	10YR 3/2				Single grain	Structureless	Loose
5-13	Very Fine Sand	0	10YR 5/4				Single grain	Structureless	Loose
13-	Very Fine Sand	0	10YR 5/4	7.5YR 4/4	Concentrations	S1	Single grain	Structureless	Loose

Comments: Redox features found at 13"

I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.

Josh Putt		L4063	11/24/2025
(Designer/Inspector)	(Signature)	(License #)	(Date)

Optional Verification: I hereby certify that this soil observation was verified according to Minn. R. 7082.0500 subp. 3 A. The signature below represents an infield verification of the periodically saturated soil or bedrock at the proposed soil treatment and dispersal site.

(LGU/Designer/Inspector)	(Signature)	(Cert #)	(Date)

ONSITE SEWAGE TREATMENT PROGRAM

Soil Observation Log

Project ID: Leonard v 04.02.2024

Client:	Zawadski Homes			Location / Address:	5 South Long Lake Trl North Oaks MN 55127
Soil parent material(s): (Check all that apply)	☑ Outwash ☐ Lacustrine ☐ Loess ☐ Till ☐ Alluvium ☐ Bedrock ☐ Organic Matter ☐ Disturbed/Fill				
Landscape Position:	Shoulder	Slope %: 18.0	Slope shape:	Linear, Linear	Flooding/Run-On potential: No
Vegetation:	Forest	Soil survey map units:	Anoka Loamy Fine Sand		Surface Elevation-Relative to benchmark:
Date/Time of Day/Weather Conditions:	11/24/2025	12:00 PM	Partly Sunny		Limiting Layer Elevation:
Observation #/Location:	B2	secondary site	Observation Type:	Auger	

Depth (in)	Texture	Rock Frag. %	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Indicator(s)	Structure: Shape	Structure: Grade	Structure: Consistence
0-9	Very Fine Sand	0	10YR 3/2				Single grain	Structureless	Loose
9-16	Very Fine Sand	0	10YR 5/4				Single grain	Structureless	Loose
16-	Very Fine Sand	0	10YR 5/4	7.5YR 4/4	Concentrations	S1	Single grain	Structureless	Loose

Comments: Redox features found at 16"

I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.

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(LGU/Designer/Inspector)	(Signature)	(Cert #)	(Date)

Soil Observation Log

Project ID: Leonard v 04.02.2024

Client:	Zawadski Homes			Location / Address:	5 South Long Lake Trl North Oaks MN 55127
Soil parent material(s): (Check all that apply)	☑ Outwash ☐ Lacustrine ☐ Loess ☐ Till ☐ Alluvium ☐ Bedrock ☐ Organic Matter ☐ Disturbed/Fill				
Landscape Position:	Toe Slope	Slope %: 18.0	Slope shape:	Linear, Linear	Flooding/Run-On potential: No
Vegetation:	Forest	Soil survey map units:	Anoka Loamy Fine Sand		Surface Elevation-Relative to benchmark:
Date/Time of Day/Weather Conditions:	11/24/2025	12:00 PM	Partly Sunny		Limiting Layer Elevation:
Observation #/Location:	B3	Between sites	Observation Type:	Auger	

Depth (in)	Texture	Rock Frag. %	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Indicator(s)	Structure: Shape	Structure: Grade	Structure: Consistence
0-6	Very Fine Sand	0	10YR 3/2				Single grain	Structureless	Loose
6-8	Very Fine Sand	0	10YR 4/2				Single grain	Structureless	Loose
8-	Very Fine Sand	0	10YR 4/2	7.5YR 4/8	Concentrations	S1	Single grain	Structureless	Loose

Comments: Redox features found at 8"

I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.

Josh Putt		L4063	11/24/2025
(Designer/Inspector)	(Signature)	(License #)	(Date)

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(LGU/Designer/Inspector)	(Signature)	(Cert #)	(Date)

Soil Observation Log

Project ID: Leonard v 04.02.2024

Client:	Zawadski Homes			Location / Address:	5 South Long Lake Trl North Oaks MN 55127
Soil parent material(s): (Check all that apply)	☑ Outwash	☐ Lacustrine	☐ Loess	☐ Till	☐ Alluvium ☐ Bedrock ☐ Organic Matter ☐ Disturbed/Fill
Landscape Position:	Shoulder	Slope %:	18.0	Slope shape:	Linear, Linear
Flooding/Run-On potential:	No				
Vegetation:	Forest	Soil survey map units:	Anoka Loamy Fine Sand	Surface Elevation-Relative to benchmark:	
Date/Time of Day/Weather Conditions:	11/24/2025	12:00 PM	Partly Sunny	Limiting Layer Elevation:	
Observation #/Location:	B4	Between sites		Observation Type:	Auger

Depth (in)	Texture	Rock Frag. %	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Indicator(s)	Structure: Shape	Structure: Grade	Structure: Consistence
0-7	Very Fine Sand	0	10YR 3/2				Single grain	Structureless	Loose
7-	Very Fine Sand	0	10YR 5/6	10YR 5/6	Concentrations	S1	Single grain	Structureless	Loose

Comments: Redox features found at 7"

I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.

Josh Putt		L4063	11/24/2025
(Designer/Inspector)	(Signature)	(License #)	(Date)

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(LGU/Designer/Inspector)	(Signature)	(Cert #)	(Date)

Soil Observation Log

Project ID: Leonard v 04.02.2024

Client:	Zawadski Homes			Location / Address:	5 South Long Lake Trl North Oaks MN 55127
Soil parent material(s): (Check all that apply)	☑ Outwash ☐ Lacustrine ☐ Loess ☐ Till ☐ Alluvium ☐ Bedrock ☐ Organic Matter ☐ Disturbed/Fill				
Landscape Position:	Shoulder	Slope %: 18.0	Slope shape:	Linear, Linear	Flooding/Run-On potential: No
Vegetation:	Forest	Soil survey map units:	Anoka Loamy Fine Sand		Surface Elevation-Relative to benchmark: 95.90
Date/Time of Day/Weather Conditions:	11/24/2025	12:00 PM	Partly Sunny		Limiting Layer Elevation: 94.82
Observation #/Location:	B5	Primary Site		Observation Type:	Auger

Depth (in)	Texture	Rock Frag. %	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Indicator(s)	Structure		
							Shape	Grade	Consistence
0-6	Very Fine Sand	0	10YR 3/2				Single grain	Structureless	Loose
6-13	Very Fine Sand	0	10YR 5/4				Single grain	Structureless	Loose
13-	Very Fine Sand	0	10YR 5/4	7.5YR 4/4	Concentrations	S1	Single grain	Structureless	Loose

Comments: Redox features found at 13"

I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.

Josh Putt		L4063	11/24/2025
(Designer/Inspector)	(Signature)	(License #)	(Date)

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(LGU/Designer/Inspector)	(Signature)	(Cert #)	(Date)

ONSITE SEWAGE TREATMENT PROGRAM

Soil Observation Log

Project ID: Leonard v 04.02.2024

Client:	Zawadski Homes			Location / Address:	5 South Long Lake Trl North Oaks MN 55127
Soil parent material(s): (Check all that apply)	☑ Outwash	☐ Lacustrine	☐ Loess	☐ Till	☐ Alluvium ☐ Bedrock ☐ Organic Matter ☐ Disturbed/Fill
Landscape Position:	Summit	Slope %:	18.0	Slope shape:	Linear, Linear
Flooding/Run-On potential:	No				
Vegetation:	Forest	Soil survey map units:	Anoka Loamy Fine Sand	Surface Elevation-Relative to benchmark:	100.00
Date/Time of Day/Weather Conditions:	11/24/2025	12:00 PM	Partly Sunny	Limiting Layer Elevation:	98.34
Observation #/Location:	B6	Primary Site		Observation Type:	Auger

Depth (in)	Texture	Rock Frag. %	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Indicator(s)	Structure: Shape	Structure: Grade	Structure: Consistence
0-7	Very Fine Sand	0	10YR 3/2				Single grain	Structureless	Loose
7-20	Very Fine Sand	0	10YR 5/4				Single grain	Structureless	Loose
20-	Very Fine Sand	0	10YR 5/4	7.5YR 4/4	Concentrations	S1	Single grain	Structureless	Loose

Comments: Redox features found at 20"

I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.

Josh Putt		L4083	11/24/2025
(Designer/Inspector)	(Signature)	(License #)	(Date)

Optional Verification: I hereby certify that this soil observation was verified according to Minn. R. 7082.0500 subp. 3 A. The signature below represents an infield verification of the periodically saturated soil or bedrock at the proposed soil treatment and dispersal site.

(LGU/Designer/Inspector)	(Signature)	(Cert #)	(Date)

Soil Observation Log

Project ID: Leonard v 04.02.2024

Client:	Zawadski Homes			Location / Address:	5 South Long Lake Trl North Oaks MN 55127
Soil parent material(s): (Check all that apply)	☑ Outwash ☐ Lacustrine ☐ Loess ☐ Till ☐ Alluvium ☐ Bedrock ☐ Organic Matter ☐ Disturbed/Fill				
Landscape Position:	Summit	Slope %: 18.0	Slope shape:	Linear, Linear	Flooding/Run-On potential: No
Vegetation:	Forest	Soil survey map units:	Anoka Loamy Fine Sand		Surface Elevation-Relative to benchmark: 98.60
Date/Time of Day/Weather Conditions:	11/24/2025	12:00 PM	Partly Sunny		Limiting Layer Elevation: 97.18
Observation #/Location:	87	Primary Site		Observation Type:	Auger

Depth (in)	Texture	Rock Frag. %	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Indicator(s)	Structure		
							Shape	Grade	Consistence
0-9	Very Fine Sand	0	10YR 3/2				Single grain	Structureless	Loose
9-17	Very Fine Sand	0	10YR 5/4				Single grain	Structureless	Loose
17-	Very Fine Sand	0	10YR 5/4	7.5YR 4/8	Concentrations	S1	Single grain	Structureless	Loose

Comments: Redox features found at 17"

I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.

Josh Putt		L4063	11/24/2025
(Designer/Inspector)	(Signature)	(License #)	(Date)

Optional Verification: I hereby certify that this soil observation was verified according to Minn. R. 7082.0500 subp. 3 A. The signature below represents an infield verification of the periodically saturated soil or bedrock at the proposed soil treatment and dispersal site.

(LGU/Designer/Inspector)	(Signature)	(Cert #)	(Date)

Onsite Sewage Treatment Program

Soil Observation Log

Project ID: Leonard v 04.02.2024

Client:	Zawadski Homes	Location / Address:	5 South Long Lake Trl North Oaks MN 55127

Soil parent material(s): (Check all that apply) ☑ Outwash ☐ Lacustrine ☐ Loess ☐ Till ☐ Alluvium ☐ Bedrock ☐ Organic Matter ☐ Disturbed/Fill

Landscape Position:	Shoulder	Slope %:	18.0	Slope shape:	Linear, Linear	Flooding/Run-On potential:	No
Vegetation:	Forest	Soil survey map units:	Anoka Loamy Fine Sand			Surface Elevation-Relative to benchmark:	95.80
Date/Time of Day/Weather Conditions:		11/24/2025	12:00 PM	Partly Sunny		Limiting Layer Elevation:	94.55
Observation #/Location:	B8	Primary Site		Observation Type:	Auger		

Depth (in)	Texture	Rock Frag. %	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Indicator(s)	Structure: Shape	Structure: Grade	Structure: Consistence
0-4	Very Fine Sand	0	10YR 3/2				Single grain	Structureless	Loose
4-15	Very Fine Sand	0	10YR 5/4				Single grain	Structureless	Loose
15-	Very Fine Sand	0	10YR 5/4	7.5YR 4/4	Concentrations	S1	Single grain	Structureless	Loose

Comments: Redox features found at 15"

I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.

Josh Putt		L4063	11/24/2025
(Designer/Inspector)	(Signature)	(License #)	(Date)

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(LGU/Designer/Inspector)	(Signature)	(Cert #)	(Date)

ONSITE SEWAGE TREATMENT PROGRAM

Soil Observation Log

Project ID: Leonard v 04.02.2024

Client:	Zawadski Homes			Location / Address:	5 South Long Lake Trl North Oaks MN 55127
Soil parent material(s): (Check all that apply)	☑ Outwash	☐ Lacustrine	☐ Loess	☐ Till	☐ Alluvium ☐ Bedrock ☐ Organic Matter ☐ Disturbed/Fill
Landscape Position:	Shoulder	Slope %: 18.0	Slope shape:	Linear, Linear	Flooding/Run-On potential: No
Vegetation:	Forest	Soil survey map units:	Anoka Loamy Fine Sand		Surface Elevation-Relative to benchmark:
Date/Time of Day/Weather Conditions:	11/24/2025	12:00 PM	Partly Sunny		Limiting Layer Elevation:
Observation #/Location:	B9	Between Sites	Observation Type:		Auger

Depth (in)	Texture	Rock Frag. %	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Indicator(s)	Structure: Shape	Structure: Grade	Structure: Consistence
0-8	Very Fine Sand	0	10YR 3/2				Single grain	Structureless	Loose
8-10	Very Fine Sand	0	10YR 7/2				Single grain	Structureless	Loose
10-	Very Fine Sand	0	10YR 7/2	7.5YR 4/6	Concentrations	S1	Single grain	Structureless	Loose

Comments: Redox features found at 10"

I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.

Josh Putt		L4063	11/24/2025
(Designer/Inspector)	(Signature)	(License #)	(Date)

Optional Verification: I hereby certify that this soil observation was verified according to Minn. R. 7082.0500 subp. 3 A. The signature below represents an infield verification of the periodically saturated soil or bedrock at the proposed soil treatment and dispersal site.

(LGU/Designer/Inspector)	(Signature)	(Cert #)	(Date)

Onsite Sewage Treatment Program

Soil Observation Log

Project ID: Leonard v 04.02.2024

Client:	Zawadski Homes	Location / Address:	5 South Long Lake Trl North Oaks MN 55127

Soil parent material(s): (Check all that apply) ☑ Outwash ☐ Lacustrine ☐ Loess ☐ Till ☐ Alluvium ☐ Bedrock ☐ Organic Matter ☐ Disturbed/Fill

Landscape Position:	Shoulder	Slope %:	18.0	Slope shape:	Linear, Linear	Flooding/Run-On potential:	No
Vegetation:	Forest	Soil survey map units:	Anoka Loamy Fine Sand	Surface Elevation-Relative to benchmark:			
Date/Time of Day/Weather Conditions:		11/24/2025	12:00 PM	Partly Sunny		Limiting Layer Elevation:	
Observation #/Location:	B10	Between Sites		Observation Type:	Auger		

Depth (in)	Texture	Rock Frag. %	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Indicator(s)	Structure: Shape	Structure: Grade	Structure: Consistence
0-6	Very Fine Sand	0	10YR 3/2				Single grain	Structureless	Loose
6-8	Very Fine Sand	0	10YR 4/4				Single grain	Structureless	Loose
8-	Very Fine Sand	0	10YR 4/4	7.5YR 4/6	Concentrations	S1	Single grain	Structureless	Loose

Comments: Redox features found at 8"

I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.

Josh Putt		L4063	11/24/2025
(Designer/Inspector)	(Signature)	(License #)	(Date)

Optional Verification: I hereby certify that this soil observation was verified according to Minn. R. 7082.0500 subp. 3 A. The signature below represents an infield verification of the periodically saturated soil or bedrock at the proposed soil treatment and dispersal site.

(LGU/Designer/Inspector)	(Signature)	(Cert #)	(Date)

ONSITE SEWAGE TREATMENT PROGRAM

Soil Observation Log

Project ID: Leonard v 04.02.2024

Client: Zawadski Homes		Location / Address: 5 South Long Lake Trl North Oaks MN 55127	
Soil parent material(s): (Check all that apply) ☑ Outwash ☐ Lacustrine ☐ Loess ☐ Till ☐ Alluvium ☐ Bedrock ☐ Organic Matter ☐ Disturbed/Fill			
Landscape Position: Summit	Slope %: 18.0	Slope shape: Linear, Linear	Flooding/Run-On potential: No
Vegetation: Forest	Soil survey map units: Anoka Loamy Fine Sand		Surface Elevation-Relative to benchmark:
Date/Time of Day/Weather Conditions:	11/24/2025	12:00 PM	Partly Sunny	Limiting Layer Elevation:
Observation #/Location: B11	Secondary Site		Observation Type: Auger

Depth (in)	Texture	Rock Frag. %	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Indicator(s)	Structure: Shape	Structure: Grade	Structure: Consistence
0-7	Very Fine Sand	0	10YR 3/2				Single grain	Structureless	Loose
7-13	Very Fine Sand	0	10YR 5/4				Single grain	Structureless	Loose
13-	Very Fine Sand	0	10YR 5/4	7.5YR 4/4	Concentrations	S1	Single grain	Structureless	Loose

Comments: Redox features found at 13"

I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.

Josh Putt		L4063	11/24/2025
(Designer/Inspector)	(Signature)	(License #)	(Date)

Optional Verification: I hereby certify that this soil observation was verified according to Minn. R. 7082.0500 subp. 3 A. The signature below represents an infield verification of the periodically saturated soil or bedrock at the proposed soil treatment and dispersal site.

(LGU/Designer/Inspector)	(Signature)	(Cert #)	(Date)

Textures:	
C	Clay
SiC	Silty Clay
SC	Sandy Clay
CL	Clay Loam
SiCL	Silty Clay Loam
SCL	Sandy Clay Loam
Si	Silt
SiL	Silt Loam
L	Loam
SL	Sandy Loam*
LS	Loamy Sand*
S	Sand*

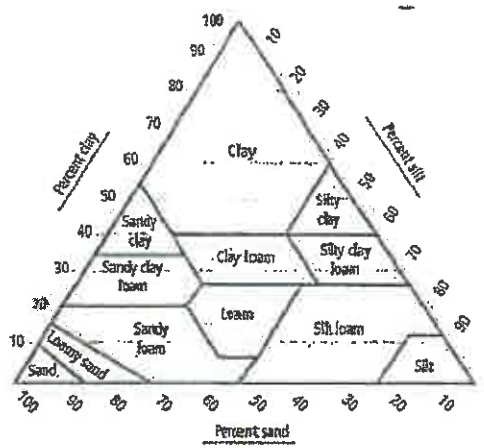
*Sand Modifiers:	
Co	Coarse
M	Medium
F	Fine
VF	Very Fine

Topsoil Indicator(s) of Saturation:

T1. Wetland Vegetation
T2. Depressional Landscape
T3. Organic texture or organic modifiers
T4. N 2.5/ 0 color
T5. Redox features in topsoil
T6. Hydric indicators

Subsoil Indicator(s) of Saturation:

S1. Depleted matrix (value >/=4 and chroma </=2)
S2. Distinct gray or red redox features (any Matrix Hue)
S3. Matrix Hue of 5Y with a chroma </= 3
S4. Matrix Hue of 7.5 YR or redder with faint redox concentrations or redox depletions



Shape:

Granular	The peds are approximately spherical or polyhedral and are commonly found in topsoil. These are the small, rounded peds that hang onto roots when soil is turned over.
Platy	The peds are flat and plate like. They are oriented horizontally and are usually overlapping. Platy structure is commonly found in forested areas just below the leaf litter or shallow topsoil.
Blocky	The peds are block-like or polyhedral, and are bounded by flat or slightly rounded surface that are castings of the faces of surrounding peds. Blocky structure is commonly found in the lower topsoil and subsoil.
Prismatic	Flat or slightly rounded vertical faces bound the individual peds. Peds are distinctly longer vertically, and faces are typically casts or molds of adjoining peds. Prismatic structure is commonly found in the lower subsoil.
Single Grain	The structure found in a sandy soil. The individual particles are not held together.

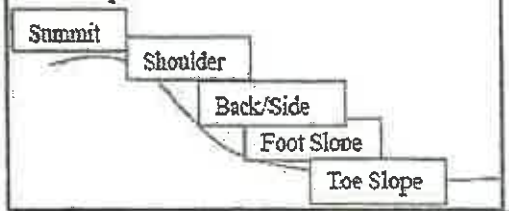
Grade:

Loose	No peds, sandy soil
Weak	Poorly formed, indistinct peds, barely observable in place
Moderate	Well formed, distinct peds, moderately durable and evident, but not distinct in undisturbed soil
Strong	Durable peds that are quite evident in un-displaced soil, adhere weakly to one another, withstand displacement, and become separated when soil is disturbed
Massive	No observable aggregates, or no orderly arrangement of natural lines of weakness

Consistence:

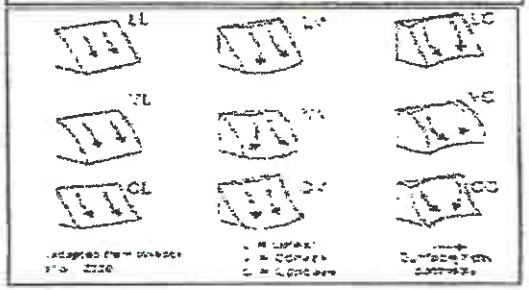
Loose	Intact specimen not available
Friable	Slight force between fingers
Firm	Moderate force between fingers
Extremely Firm	Moderate force between hands or slight foot pressure
Rigid	Foot pressure

Landscape Position:



Slope Shape:

Slope shape is described in two directions: up and down slope (perpendicular to the contour), and across slope (along the horizontal contour); e.g. Linear, Convex or LV.



Soil Map—Ramsey County, Minnesota
(5 South Long Lake Trl)



Map Scale: 1:646 if printed on A portrait (8.5" x 11") sheet.

N

Meters
0 5 10 20 30

Feet
0 30 60 120 180

Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 15N WGS84

MAP LEGEND

Area of Interest (AOI)
- Area of Interest (AOI)

Soils
- Soil Map Unit Polygons
- Soil Map Unit Lines
- Soil Map Unit Points

Special Point Features
- Blowout
- Borrow Pit
- Clay Spot
- Closed Depression
- Gravel Pit
- Gravelly Spot
- Landfill
- Lava Flow
- Marsh or swamp
- Mine or Quarry
- Miscellaneous Water
- Perennial Water
- Rock Outcrop
- Saline Spot
- Sandy Spot
- Severely Eroded Spot
- Sinkhole
- Slide or Slip
- Sodic Spot
- Spoil Area
- Stony Spot
- Very Stony Spot
- Wet Spot
- Other
- Special Line Features

Water Features
- Streams and Canals

Transportation
- Rails
- Interstate Highways
- US Routes
- Major Roads
- Local Roads

Background
- Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:15,800.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL:
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Ramsey County, Minnesota
Survey Area Data: Version 20, Sep 10, 2025

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Mar 1, 2024—Jul 1, 2024

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
159B	Anoka loamy fine sand, 3 to 9 percent slopes	1.6	79.9%
543	Markey muck	0.4	20.1%
Totals for Area of Interest		**2.0**	**100.0%**

Ramsey County, Minnesota

159B—Anoka loamy fine sand, 3 to 9 percent slopes

Map Unit Setting

National map unit symbol: 1t98g
Elevation: 670 to 1,450 feet
Mean annual precipitation: 28 to 36 inches
Mean annual air temperature: 39 to 48 degrees F
Frost-free period: 120 to 170 days
Farmland classification: Not prime farmland

Map Unit Composition

Anoka and similar soils: 90 percent
Minor components: 10 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Anoka

Setting

Landform: Knoll outwash plains
Landform position (two-dimensional): Backslope
Down-slope shape: Linear
Across-slope shape: Linear
Parent material: Outwash

Typical profile

Ap - 0 to 9 inches: loamy fine sand
E/Bt - 9 to 60 inches: loamy fine sand

Properties and qualities

Slope: 3 to 9 percent
Depth to restrictive feature: More than 80 inches
Drainage class: Well drained
Capacity of the most limiting layer to transmit water (Ksat): High (1.98 to 5.95 in/hr)
Depth to water table: More than 80 inches
Frequency of flooding: None
Frequency of ponding: None
Available water supply, 0 to 60 inches: Moderate (about 8.0 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 4e
Hydrologic Soil Group: A
Ecological site: F090AY016WI - Loamy Upland
Forage suitability group: Sloping Upland, Acid (G090AN006MN)
Other vegetative classification: Sloping Upland, Acid (G090AN006MN)
Hydric soil rating: No

Minor Components

Soderville

Percent of map unit: 5 percent
Hydric soil rating: No

Lino

Percent of map unit: 5 percent
Hydric soil rating: No

Data Source Information

Soil Survey Area: Ramsey County, Minnesota
Survey Area Data: Version 20, Sep 10, 2025

ONSITE SEWAGE TREATMENT PROGRAM

Percolation Test Data

MINNESOTA POLLUTION CONTROL AGENCY

1. Contact Information Project ID: Leonard v 04.02.2024

Property Owner/Client: Zawadski Homes

2. General Percolation Information

Diameter 6 in Date prepared and/or soaked: 11/24/2025

Method of scratching sidewall: nail

Is pre-soak required*? No If No, how long for 12" to soak away 1/16/00 min

Soak* start time: Soak* end time: hrs. of soak

Method to maintain 12 in of water during soak

** Not required in fast perc soils*

3. Summary of Percolation Test Data

Design Percolation Rate (maximum of all tests attached) = 1.30 mpi

Map of Perc Test Locations

ONSITE SEWAGE TREATMENT PROGRAM

Percolation Test Data

MINNESOTA POLLUTION CONTROL AGENCY

Project ID: Leonard

Date Completed: 11/24/2025

Test hole: #1 Location: P1 Depth**: 12 inches

Elevation: 99.9 feet

Soil texture description:

Depth (in)	Soil Texture
0-12	Very Fine Sand

*** 12 in. for mounds & at-grades, depth of absorption area for trenches and beds*

Measurement readings to be completed to the closest 0.05 inch (1/16") to be considered a correct perc test.

Fractions to decimal = Top + Bottom 1/16" = 0.06"

Reading	Start Time	End Time	Start Reading (in)	End Reading (in)	Perc rate (mpi)	% Difference Last 3 Rates	Pass
1	12:05 PM	12:12 PM	6.25	1.00	1.3	NA	NA
2	12:12 PM	12:20 PM	6.25	0.25	1.3	NA	NA
3	12:21 PM	12:29 PM	6.25	0.25	1.3	0.0	Yes

Chosen Percolation Rate for Test Hole #1: 1.3 mpi

Date Completed: 11/24/2025

Test hole: #2 Location: P2 second site Depth**: 12 inches

Elevation: feet

Soil texture description:

Depth (in)	Soil Texture
0-12	Very Fine Sand

*** 12 in. for mounds & at-grades, depth of absorption area for trenches and beds*

Reading	Start Time	End Time	Start Reading (in)	End Reading (in)	Perc rate (mpi)	% Difference Last 3 Rates	Pass
1	12:25 PM	12:32 PM	6.25	1.25	1.4	NA	NA
2	12:33 PM	12:40 PM	6.25	1.25	1.4	NA	NA
3	12:41 PM	12:49 PM	6.25	1.00	1.5	7.1	Yes

Chosen Percolation Rate for Test Hole #2: 1.5 mpi

Subsurface Sewage Treatment Program

Design Summary Page

MINNESOTA POLLUTION CONTROL AGENCY

1. PROJECT INFORMATION

v 04.02.2024

Property Owner/Client:	Zawadski Homes	Project ID:	Leonard
Site Address:	5 South Long Lake Trl North Oaks MN 55127	Date:	11/25/25
Email Address:	rich@zawadskihomes.com	Phone:	651-248-1511

2. DESIGN FLOW & WASTE STRENGTH

Design Flow: 450 GPD Anticipated Waste Type: Residential

BOD: 170 mg/L TSS: 60 mg/L Oil & Grease: 25 mg/L

Treatment Level: C *Select Treatment Level C for residential septic tank effluent*

3. HOLDING TANK SIZING

Holding Tank Sizing: see 7080.2290

Code Minimum Holding Tank Capacity: _____ Gallons with _____ Tanks or Compartments

Recommended Holding Tank Capacity: _____ Gallons with _____ Tanks or Compartments

The holding tank(s) will be: _____ *Existing tank reuse requires a tank integrity assessment*

Type of High Level Alarm: _____

(Alarm Set @ 75% tank capacity measured from inlet to bottom)

Comments: _____

4. SEPTIC TANK SIZING

Sizing: See 7080.1930

A. Residential dwellings:

Number of Bedrooms (Residential): 3

Code Minimum Septic Tank Capacity: 2000 Gallons with 2 Tanks or Compartments

Recommended Septic Tank Capacity: 2000 Gallons with 2 Tanks or Compartments

The septic tank(s) will be: All New *Existing tank reuse requires a tank integrity assessment*

Comments: Field locate tanks as needed along driveway

Effluent Screen & Alarm (Y/N): Yes Model/Type: Polylok

B. Other Establishments:

Waste received by: _____ . _____ GPD x _____ Days Hyd. Retention Time

7080 Minimum Septic Tank Capacity: _____ Gallons with _____ Tanks or Compartments

Designed Septic Tank Capacity: _____ Gallons with _____ Tanks or Compartments

The septic tank(s) will be: _____ *Existing tank reuse requires a tank integrity assessment*

Comments: _____

Effluent Screen & Alarm (Y/N): _____ Model/Type: _____

* Other Establishments Require Department of Labor and Industry Approval and Inspection for Building Sewer *

Onsite Sewage Treatment Program

Design Summary Page

MINNESOTA POLLUTION CONTROL AGENCY

5. PUMP TANK SIZING *Sizing: see 7080.2100*

Soil Treatment Dosing Tank				Other Component Dosing Tank:			
Pump Tank Capacity (7080 Minimum):	450 Gal			Pump Tank Capacity (7080 Minimum):	Gal		
Pump Tank Capacity (Designed):	1000 Gal			Pump Tank Capacity (Designed):	Gal		
Pump Req:	29.0 GPM	Total Head	12.7 ft	Pump Req:	GPM	Total Head	ft
Supply Pipe Dia.	2.00 in	Dose Vol:	75.0 gal	Supply Pipe Dia.	in	Dose Vol:	Gal

* Flow measurement device must be incorporated for any system with a pump *

6. SYSTEM AND DISTRIBUTION TYPE

Project ID: Leonard

Soil Treatment Type:	Mound	Distribution Type:	Pressure Distribution-Level
Elevation Benchmark:	100.00 ft	Benchmark Location:	B6 FOLLOW SURVEY MAP FROM B
MPCA System Type:	Type I	Distribution Media:	Rock
Type III/IV/V Details:			

7. SITE EVALUATION SUMMARY:

Describe Limiting Condition: Redoximorphic Features/Saturated Soils

Layers with >35% Rock Fragments? (yes/no) No If yes, describe below: % rock and layer thickness, amount of soil credit and any additional information for addressing the rock fragments in this design.

Note:

	Depth		Depth		Elevation		
Limiting Condition:	12.0	inches	1.00	ft	97.4	ft	*Elevations are critical for system compliance.*
Minimum Req'd Separation:	36	inches	3.00	ft	Elevation		
Distribution Media Bottom*:	Mound	inches	-2.00	ft	100.4	ft	Media Bottom Elevation OK

*This is the maximum depth to the bottom of the distribution media for required separation. Negative Depth (ft) requires a mound.

Designed Distribution Bottom Elevation: 100.40 ft Mound Minimum Sand Depth: 24 inches

A. Soil Texture:	Very Fine Sand		
B. Soil Hyd. Loading Rate:	0.60 GPD/ft²	C: Percolation Rate:	1.50 MPI
D. Contour Loading Rate:	12.0	Note:	
E. Measured Land Slope:	18.0 %	Note:	
Comments:			

8. SOIL TREATMENT AREA DESIGN SUMMARY

Trench:

Dispersal Area	sq.ft	Sidewall Depth	in	Trench Width	ft
Total Lineal Feet	ft	No. of Trenches		Code Max. Trench Depth	in
Contour Loading Rate	ft	Minimum Length	ft	Designed Trench Depth	in

Bed:

Dispersal Area	sq.ft	Sidewall Depth	in	Maximum Bed Depth	in
Bed Width	ft	Bed Length	ft	Designed Bed Depth	in

Onsite Sewage Treatment Program

Design Summary Page

MINNESOTA POLLUTION CONTROL AGENCY

Project ID: Leonard

Mound:

Dispersal Area	375.0	sq.ft	Bed Length	37.5	ft	Bed Width	10.0	ft
Absorption Width	20.0	ft	Clean Sand Lift	2.0	ft	Berm Width (0-1%)		ft
Upslope Berm Width	7.7	ft	Downslope Berm	37.3	ft	Endslope Berm Width	16.9	ft
Total System Length	71.3	ft	System Width	55.0	ft	Contour Loading Rate	12.0	gal/ft

At-Grade:

Dispersal Area		sq.ft	Bed Length		ft	Bed Width		ft
Upslope Berm		ft	Downslope Berm		ft	Finished Height		ft
System Length		ft	Endslope Berm		ft	System Width		ft

Level & Equal Pressure Distribution Soil Treatment Area

No. of Laterals	3		Lateral Diameter	2.00	in	Lateral Spacing	3.0	ft
Perforation Spacing	3.0	ft	Perforation Diameter	1/4	in	Drainback Volume	4.3	gal
Min Dose Volume	73.4	gal	Max Dose Volume	112.5	gal	Total Dosing Volume	79.3	gal

Non-Level and Unequal Pressure Distribution Soil Treatment Area

	Elevation (ft)	Pipe Size (in)	Pipe Volume (gal/ft)	Pipe Length (ft)	Perf Size (in)	Spacing (ft)	Spacing (in)
Lateral 1							
Lateral 2							
Lateral 3							
Lateral 4							
Lateral 5							
Lateral 6							

Minimum Dose Volume: gal

Maximum Dose Volume: gal

Total Dosing Volume: gal

9. Organic Loading and Additional Info for HSW or Type IV/V Design - See Organic Loading tab

Organic Loading to Soil Treatment (Based on Waste Strength Data and Organic Loading Design)

A. Organic Loading Based on: B. Minumum required area sq.ft

Technology Strength Reduction (Tretment Level or HSW)

A. Starting Waste Strength Treatment desinged to meet:

Pretreatment Technology: *Must Meet or Exceed Target Level

Model: Units:

Disinfection Technology: *Required for Levels A & B

Model: Units:

10. Comments/Special Design Considerations:

Customer wants pipe insulated along driveway

I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.

Josh Putt		L4063	11/25/2025
(Designer)	(Signature)	(License #)	(Date)

Onsite Sewage Treatment Program

Mound Design Worksheet
≥1% Slope

MINNESOTA POLLUTION CONTROL AGENCY

1. SYSTEM SIZING: Project ID: Leonard v 04.02.2024

A. Design Flow:	450	GPD
B. Soil Loading Rate:	0.60	GPD/sqft
C. Depth to Limiting Condition	1.0	ft
D. Percent Land Slope:	18.0	%
E. Media (Sand) Loading Rate:	1.2	GPD/sqft
F. Mound Absorption Ratio:	2.00	

Table I
MOUND CONTOUR LOADING RATES:

Measured Perc Rate	* OR *	Texture - derived mound absorption ratio		Contour Loading Rate:
≤ 60mpi	* OR -->	1.0, 1.3, 2.0, 2.4, 2.6	>	≤12
61-120 mpi		5.0	>	≤12
≥ 120 mpi*		>5.0*	>	≤6*

TABLE IXa
LOADING RATES FOR DETERMINING BOTTOM ABSORPTION AREA AND ABSORPTION RATIOS USING PERCOLATION TESTS

Percolation Rate (MPI)	Treatment Level C: Absorption Area Loading Rate (gpd/ft²)	Treatment Level C: Mound Absorption Ratio	Treatment Level A, A-2, B: Absorption Area Loading Rate (gpd/ft²)	Treatment Level A, A-2, B: Mound Absorption Ratio
<0.1	-	1	-	1
0.1 to 5	1.2	1	1.6	1
0.1 to 5 (fine sand and loamy fine sand)	0.8	2	1	1.6
6 to 15	0.78	1.6	1	1.6
16 to 30	0.6	2	0.78	2
31 to 45	0.5	2.4	0.78	2
46 to 60	0.45	2.6	0.6	2.6
61 to 120	-	5	0.3	5.0
>120	-	-	-	-

*Systems with these values are not Type I systems. Contour Loading Rate (linear loading rate) is a recommended value.

2. DISPERSAL MEDIA SIZING

A. Hydraulic Absorption Required Bottom Area: Design Flow (1A) ÷ Design Media Loading Rate(1E)

450 GPD ÷ 1.20 GPD/sqft = 375.0 sq.ft

Optional Upsizing of Dispersal Media Area

B. Larger Bed Area Size or Organic Sizing of Bed Area [ ] sq.ft
[see organic loading sheet(2G)]

C. Designed Dispersal Media Area: 375.0 sq.ft *Larger of 2A or 2B*

D. Enter Dispersal Bed Width: 10.0 ft *Can not exceed 10 feet*

E. Calculate Contour Loading Rate: Bed Width(2D) X Design Media Loading Rate(1E)

10.0 ft X 1.2 GPD/sqft = 12.0 gal/ft *Can not exceed Table 1*

F. Calculate Minimum Dispersal Bed Length: Dispersal Bed Area(2C) ÷ Bed Width(2D)

375 sqft ÷ 10.0 ft = 37.5 ft

If a larger dispersal media Length is desired, enter Length(ft): [ ] ft

3. ABSORPTION AREA SIZING

A. Calculate Absorption Width: Bed Width(2D) X Mound Absorption Ratio(1F)

10.0 ft X 2.0 = 20.0 ft

B. For slopes >1%, the Absorption Width is measured downhill from the upslope edge of the Bed.

Calculate Downslope Absorption Width: Absorption Width(3A) - Bed Width(2D)

20.0 ft - 10.0 ft = 10.0 ft

4. DISTRIBUTION MEDIA:

Project ID: Leonard

Select Dispersal Media: Rock — Enter Either 4A or 4B

A. Rock Depth Below Distribution Pipe: 6 in

B. Registered Media:

Registered Media Depth: in

Check registered product information for specific application details and design

Specific Media Comments:

5. MOUND SIZING

Project ID: Leonard

A. Clean Sand Lift: Required Separation - Depth to Limiting Condition = Clean Sand Lift (1 ft minimum)

3.00 ft - 1.00 ft = 2.00 ft Design Sand Lift (optional): 2 ft

B. Upslope Height: Clean Sand Lift(5A) + Depth of Media(4AorB) +Depth to Cover Pipe+ Depth of Cover (1 ft)

2.00 ft + 0.50 ft + 0.33 ft + 1.00 ft = 3.83 ft

Land Slope %		0	1	2	3	4	5	6	7	8	9	10	11	12
Upslope Berm Ratio	3:1	3.00	2.91	2.83	2.75	2.68	2.61	2.54	2.48	2.42	2.36	2.31	2.26	2.21
	4:1	4.00	3.85	3.70	3.57	3.45	3.33	3.23	3.12	3.03	2.94	2.86	2.78	2.70

C. Select Upslope Berm Multiplier (based on land slope): 2.00

D. Calculate Upslope Berm Width: Multiplier (5C) X Upslope Mound Height (5B)

2.00 X 3.83 ft = 7.66 ft

E. Calculate Drop in Elevation Under Bed: Bed Width(2D) X Land Slope(1D) ÷ 100 = Drop (ft)

10.00 ft X 18.0 % ÷ 100 = 1.80 ft

F. Calculate Downslope Mound Height: Upslope Height(5B) + Drop in Elevation(5E)

3.83 ft + 1.80 ft = 5.63 ft

Land Slope %		0	1	2	3	4	5	6	7	8	9	10	11	12
Downslope Berm Ratio	3:1	3.00	3.09	3.19	3.30	3.41	3.53	3.66	3.80	3.95	4.11	4.29	4.48	4.69
	4:1	4.00	4.17	4.35	4.54	4.76	5.00	5.26	5.56	5.88	6.25	6.67	7.14	7.69

G. Select Downslope Berm Multiplier (based on land slope): 6.63

H. Calculate Downslope Berm Width: Downslope Multiplier(5G) X Downslope Height (5F)

6.63 X 5.63 ft = 37.33 ft

I. Calculate Minimum Berm to Cover Absorption Area: Downslope Absorption Width(3B) + 4 feet

10.00 ft + 4.00 ft = 14.00 ft

J. Design Downslope Berm = greater of 5H and 5I: 37.33 ft

K. Select Endslope Berm Multiplier: 3.0 *(usually 3.0 or 4.0)*

L. Calculate Endslope Berm Width = Endslope Berm Multiplier(5K) X Downslope Mound Height(5F)

3.00 X 5.6 ft = 16.89 ft

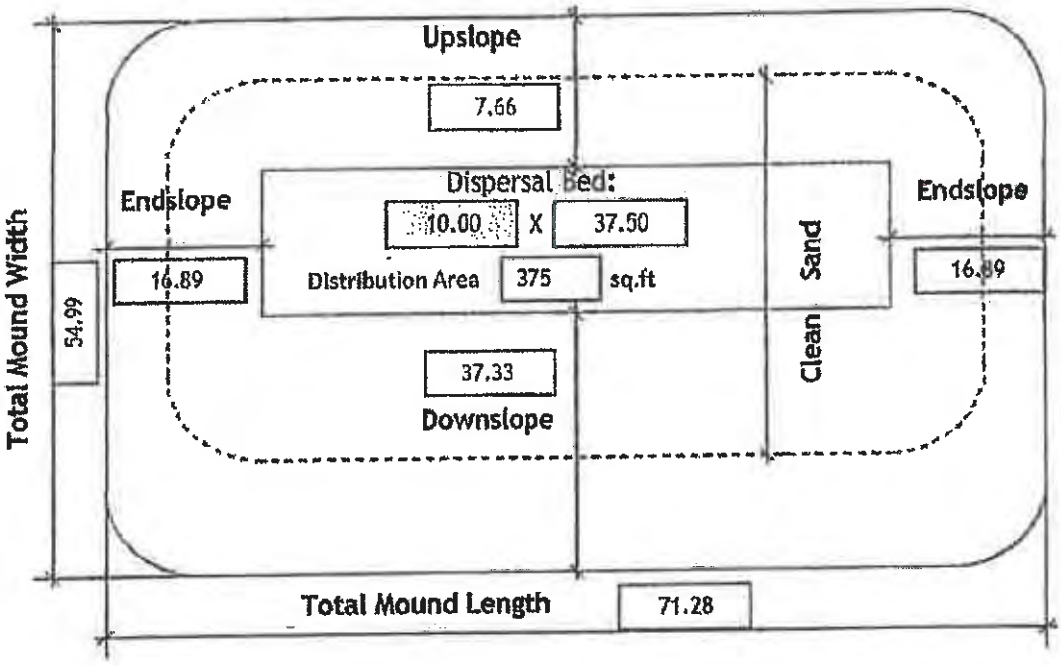
M. Calculate Mound Width: Upslope Berm Width(5D) + Bed Width(2D) + Downslope Berm Width(5J)

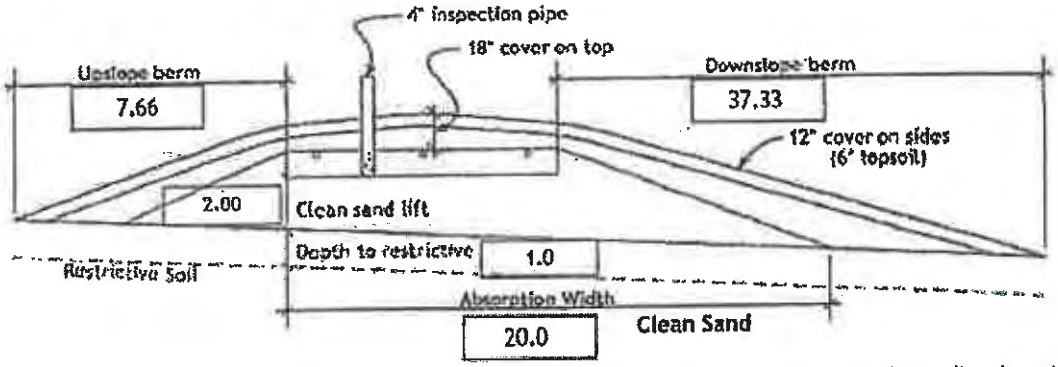
7.66 ft + 10.00 ft + 37.33 ft = 54.99 ft

N. Calculate Mound Length: Endslope Berm Width (5L) + Bed Length(2F) + Endslope Berm Width(5L)

16.89 ft + 37.50 ft + 16.89 ft = 71.28 ft

6. MOUND DIMENSIONS (Feet) Project ID: Leonard





Elevation to Benchmark

Required Separation: 36.0 (in)

Elevation Limiting Layer: 97.4 ft

Distribution Media: Rock

Elevation required Separation: 100.4 ft

Media Depth *Below Pipe*: 6 (in)

Elevation Distribution Media Bottom: 100.4 ft

Manifold Connection: end

Lateral Pipe Diameter: 2.00 (in)

Perforation Size: 1/4 (in)

Perforation Spacing: 36.0 (in)

If Split and Non-Level Pressure Distribution Used: See Non-Level Pressure Distribution Form

Comments:

UNIVERSITY OF MINNESOTA

OSTP Proposed Design Map



A- 1000g Septic tank
B- 1000g Septic tank
C- 1000g Pump tank
D- 2" pressure Line-

Well should be ≥ 50' From tanks and Mound

Map scale: 3/4"=30' | Indicate north | show slope 18 % direction ↑

Locate
- ☐ Lot Dimensions/Property Lines
- ☐ Dwellings and other improvements
- ☐ Existing or proposed system(s)
- ☐ Replacement area
- ☐ Unsuitable area(s)
- ☐ Public water supply wells
- ☐ Pumping access
- ☐ Inner wellhead zone

Easements
- ☐ Phone
- ☐ Electric
- ☐ Gas

Elevations
- ☐ Benchmark
- ☐ Borings
- ☐ Perc Tests
- ☐ Horizontal & Vertical Reference Points

Setbacks
- ☐ Building
- ☐ All water wells within 100 feet
- ☐ Pressure Pipe
- ☐ Water Suction
- ☐ Streams, Lakes,
- ☐ Floodway and Fringe

Elevations in feet

BORINGS:

B5	95.9
B6	100
B7	98.6
B8	95.8

Soil Borings:

5	
6	
P1	99.9
P2	

Rock Bed

1 ↑ 1

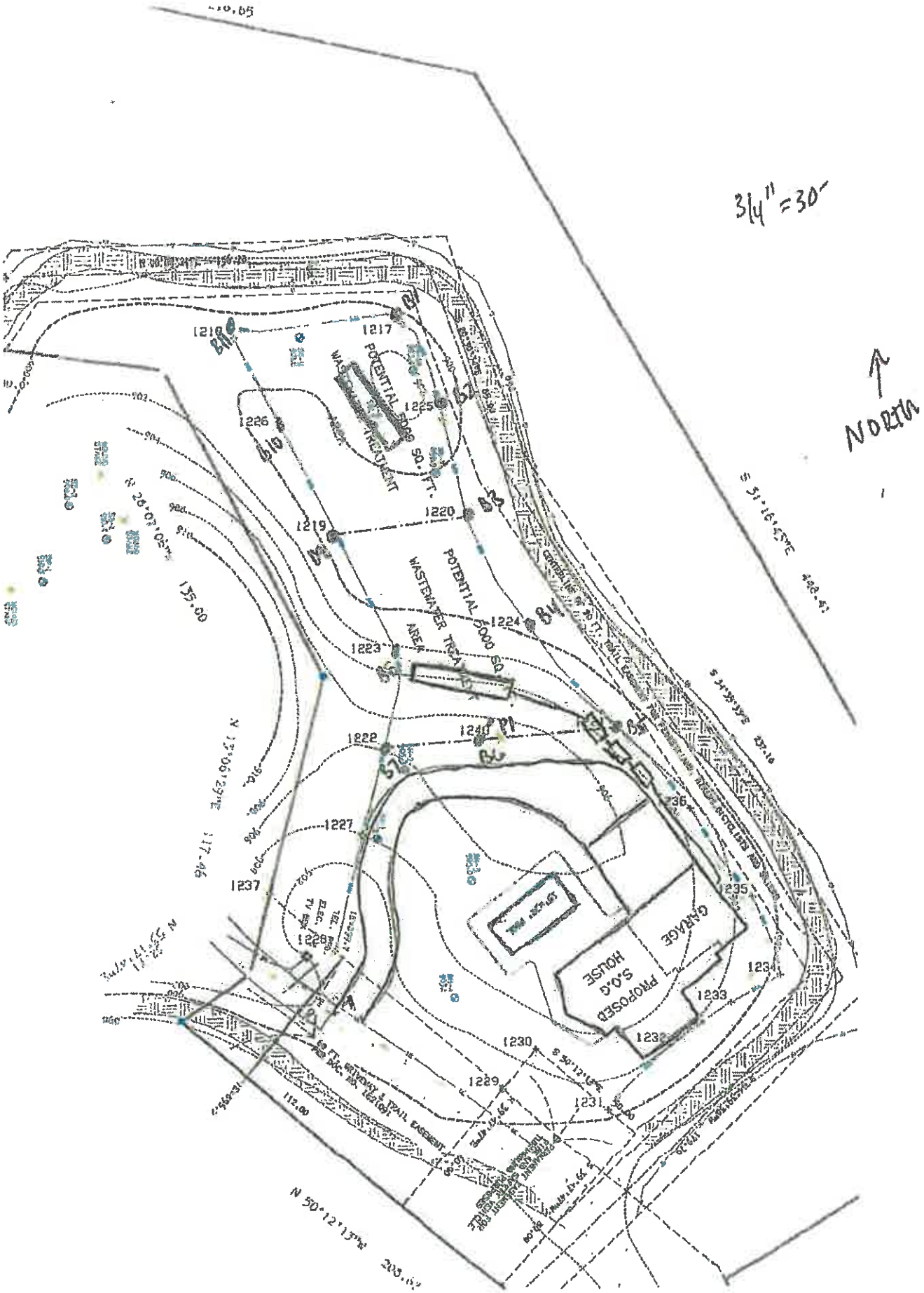
98.4 98.4

Limit Layer 97.4

~~Top~~ Rock Bed 100.4

I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.

Josh Rutt		L4063	11/25/25
(Designer)	(Signature)	(License #)	(Date)


3/4" = 30'
NORTH
POTENTIAL 2000 SQ. FT. WASTEWATER TREATMENT AREA
PROPOSED S.F.A. HOUSE
GARAGE
1210
1217
1225
1226
1220
1219
1224
1223
1240
1222
1227
1237
1235
1234
1233
1232
1230
1229
1231
36
175.00
117.46
112.00
N 50°12'13"W 203.62
S 51°16'43"E 448.41
S 34°39'39"E 237.18
N 26°01'02"E
N 39°06'29"E

Onsite Sewage Treatment Program

Estimated Mound Materials Worksheet

MINNESOTA POLLUTION CONTROL AGENCY

Mound to be constructed to dimensions in design. This is an estimate of materials needed.
Individual construction practices may vary quantities.

Project ID: Leonard v 04.02.2024

A. Rock *Volume*: (Rock Below Pipe + Rock to cover pipe (*pipe outside dia + ~2 inch*)) X *Bed Length* X *Bed Width* = *Volume*

(6 in + 3.0 in) ÷ 12 X 37.5 ft X 10.0 ft = 281.3 cu.ft

Divide cu.ft by 27 cu.ft/cu.yd to calculate cubic yards: 281.3 cu.ft ÷ 27 = 10.4 cu.yd

Add 30% for constructability: 10.4 cu.yd X 1.3 = 13.5 cu.yd

B. Calculate *Clean Sand Volume*:

Volume Under Rock bed: *Average Sand Depth* x *Media Width* x *Media Length* = cubic feet

2.9 ft X 10.0 ft X 37.5 ft = 1088 cu.ft

For a Mound on a slope from 0-1%

Volume from Length = ((Upslope Mound Height - 1) X Absorption Width Beyond Bed X Media Bed Length)

ft - 1) X X ft =

Volume from Width = ((Upslope Mound Height - 1) X Absorption Width Beyond Bed X Media Bed Width)

ft - 1) X X ft =

Total Clean Sand Volume: *Volume from Length* + *Volume from Width* + *Volume Under Media*

cu.ft + cu.ft + cu.ft = cu.ft

For a Mound on a slope greater than 1%

Upslope Volume: ((*Upslope Mound Height - 1*) x 3 x *Bed Length*) ÷ 2 = cubic feet

((3.8 ft - 1) X 3.0 ft X 37.5) ÷ 2 = 159.2 cu.ft

Downslope Volume: ((*Downslope Height - 1*) x Downslope Absorption Width x *Media Length*) ÷ 2 = cubic feet

((5.6 ft - 1) X 10.0 ft X 37.5) ÷ 2 = 868.1 cu.ft

Endslope Volume: (*Downslope Mound Height - 1*) x 3 x *Media Width* = cubic feet

(5.6 ft - 1) X 3.0 ft X 10.0 ft = 138.9 cu.ft

Total Clean Sand Volume: *Upslope Volume* + *Downslope Volume* + *Endslope Volume* + *Volume Under Media*

159.2 cu.ft + 868.1 cu.ft + 138.9 cu.ft + 1087.5 cu.ft = 2253.7 cu.ft

Divide cu.ft by 27 cu.ft/cu.yd to calculate cubic yards: 2253.7 cu.ft ÷ 27 = 83.5 cu.yd

Add 30% for constructability: 83.5 cu.yd X 1.3 = 108.5 cu.yd

C. Calculate *Sandy Berm Volume*:

Total Berm Volume (approx.): ((Avg. Mound Height - 0.5 ft topsoil) x Mound Width x Mound Length) ÷ 2

(4.7 - 0.5)ft X 55.0 ft X 71.3) ÷ 2 = 8289.7 cu.ft

Total Mound Volume - Clean Sand volume -Rock Volume = cubic feet

8289.7 cu.ft - 2253.7 cu.ft - 281.3 cu.ft = 5754.7 cu.ft

Divide cu.ft by 27 cu.ft/cu.yd to calculate cubic yards: 5754.7 cu.ft ÷ 27 = 213.1 cu.yd

Add 30% for constructability: 213.1 yd^3 x 1.3 = 277.1 cu.yd

D. Calculate *Topsoil Material Volume*: *Total Mound Width X Total Mound Length X .5 ft*

55.0 ft X 71.3 ft X 0.5 ft = 1959.7 cu.ft

Divide cu.ft by 27 cu.ft/cu.yd to calculate cubic yards: 1959.7 cu.ft ÷ 27 = 72.6 cu.yd

Add 30% for constructability: 72.6 cu.yd X 1.3 = 94.4 cu.yd

Pressure Distribution Design Worksheet

Onsite Sewage Treatment Program

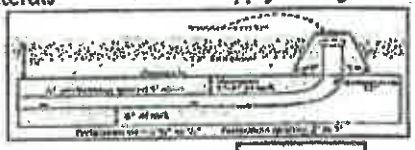
MINNESOTA POLLUTION CONTROL AGENCY

Project ID: Leonard v 04.02.2024

1. Media Bed Width: 10.0 ft
2. Media Bed Length: 38.0 ft
3. Minimum Number of Laterals in system/zone = Rounded up number of [(Media Bed Width(1.) - 4) ÷ 3] + 1.

   [(10 - 4) ÷ 3] + 1 = 3 laterals *Does not apply to at-grades*
4. Designer Selected *Number of Laterals*: 3 laterals

   Cannot be less than line 2 (Except in at-grades)



5. Lateral spacing in Bed; *Must be greater than 1 foot and no more than 2 feet from Edge*: 3.00 ft
6. *Length of Laterals* = Media Bed Length(2.) - 2 Feet.

   38.0 - 2ft = 36.0 ft *Perforation can not be closer then 1 foot from edge.*
7. Select *Perforation Spacing*: 3.0 ft
8. Determine the *Number of Perforation Spaces*. Divide the *Length of Laterals(6.)* by the *Perforation Spacing* (7.) and round down to the nearest whole number.

   Number of Perforation Spaces = 36.0 ft ÷ 3.0 ft = 12 Spaces
9. *Number of Perforations per Lateral* is equal to 1.0 plus the *Number of Perforation Spaces(8.)*. Check table below to verify the number of perforations per lateral guarantees less than a 10% discharge variation. The value is double with a center manifold.

   Perforations Per Lateral = 12 Spaces + 1 = 13 Perfs. Per Lateral
10. Select *Perforation Diameter Size:* 1/4 in 0.25
11. *Select Lateral Diameter (See Table)*: 2.00 in
12. Select *Manifold Connection* (End or Center): end

If Center Manifold Connection the max number of perfs per lateral in the table can be doubled.

Maximum Number of Perforations Per Lateral to Guarantee <10% Discharge Variation

1/4 Inch Perforations

Perforation Spacing (Feet)	Pipe Diameter (Inches)				
	1	1¼	1½	2	3
2	10	13	18	30	60
2½	8	12	16	28	54
3	8	12	16	25	52

7/32 Inch Perforations

Perforation Spacing (Feet)	Pipe Diameter (Inches)				
	1	1¼	1½	2	3
2	11	16	21	34	65
2½	10	14	20	32	64
3	9	14	19	30	60

3/16 Inch Perforations

Perforation Spacing (Feet)	Pipe Diameter (Inches)				
	1	1¼	1½	2	3
2	12	18	26	46	87
2½	12	17	24	40	80
3	12	16	22	37	75

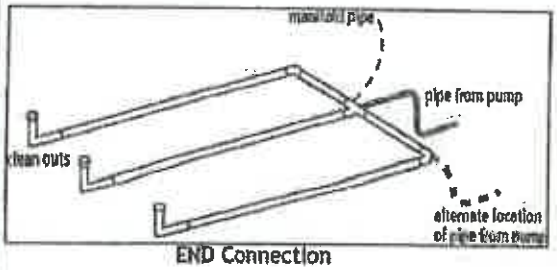
1/8 Inch Perforations

Perforation Spacing (Feet)	Pipe Diameter (Inches)				
	1	1¼	1½	2	3
2	21	33	44	74	149
2½	20	30	41	69	135
3	20	29	38	64	128

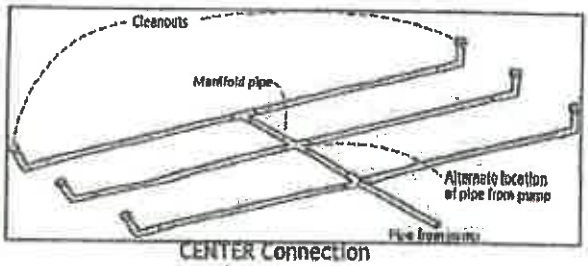
Onsite Sewage Treatment Program

Pressure Distribution Design Worksheet

MINNESOTA POLLUTION CONTROL AGENCY



END Connection



CENTER Connection

Perf Per Lateral: 13

Perf Per Lateral Equal Split: 7 | 6

OPTIONAL Perf Per Lateral Non-Equal Split*: ____ | ____

* must not exceed maximum number perfs per lateral in table

End Feed Lateral Min Diameter: 2.00

Center Feed Lateral Min Diameter: ____

13. *Total Number of Perforations* equals the *Number of Perforations per Lateral (9.)* multiplied by the *Number of Perforated Laterals.(4.)*

13 Perf. Per Lat. X 3 Number of Perf. Lat. = 39 Total Number of Perf.

14. Calculate the *Square Feet per Perforation.*

Recommended value is 4-11 ft2 per perforation, Does not apply to At-Grades

a. *Bed Area* = Bed Width (ft)(1.) X Bed Length (ft)(2.)

10.00 ft X 38.00 ft = 380 sq.ft

b. *Square Foot per Perforation = Bed Area (14a)* ÷ by *Total Number of Perfs (13)*

380 sqft ÷ 39 perf = 10 sq.ft/perf

15. Select *Minimum Average Head*: 1.0 ft

16. Select *Perforation Discharge* based on Table: 0.74 GPM per Perf

17. *Flow Rate = Total Number of Perfs(13.) X Perforation Discharge(16.)*

39 Perfs X 0.74 GPM per Perforation = 29.0 GPM

18. *Volume of Liquid Per Foot of Distribution Piping (Table II)*: 0.170 Gallons/ft

19. *Volume of Distribution Piping = Number of Perforated Laterals(4.) X Length of Laterals(6.) X Volume of Liquid Per Foot of Distribution Piping (18.)*

3 X 36.0 ft X 0.170 gal/ft = 18.4 Gallons

20. Minimum Delivered Volume = Volume of Distribution Piping (19.) X 4

18.4 gal X 4 = 73.4 Gallons

21. Maximum Delivered Volume = Design flow x 25%

450 gpd X 25% = 112.5 Gallons

22. Minimum Delivered vs Maximum Delivered evaluation: Volume ratio correct

Comments/Special Design Considerations:

Perforation Discharge (GPM)

Head (ft)	Perforation Diameter 1/8	9/64	7/32	1/4
1.0	0.18	0.41	0.56	0.74
1.5	0.22	0.51	0.69	0.9
2.0	0.26	0.59	0.80	1.04
2.5	0.29	0.65	0.89	1.17
3.0	0.32	0.72	0.98	1.28
4.0	0.37	0.83	1.13	1.47
5.0	0.41	0.93	1.26	1.65

1 foot	Dwellings with 3/16 inch to 1/4 inch perforations
2 feet	Dwellings with 1/8 inch perforations; Other establishments and MSTS with 3/16 inch to 1/4 inch perforations
5 feet	Other establishments and MSTS with 1/8 inch perforations

Table II Volume of Liquid in Pipe

Pipe Diameter (inches)	Liquid Per Foot (Gallons)
1	0.045
1.25	0.078
1.5	0.110
2	0.170
3	0.380
4	0.661

Basic STA Pump Selection Design Worksheet

MINNESOTA POLLUTION CONTROL AGENCY

1. PUMP CAPACITY — Project ID: Leonard — v 04.02.2024

Pumping to Gravity or Pressure Distribution: Pressure

A. If pumping to gravity enter the gallon per minute of the pump: _____ GPM *(10 - 45 gpm)*

B. If pumping to a pressurized distribution system: 29.0 GPM

C. Enter pump description: Demand Dosing

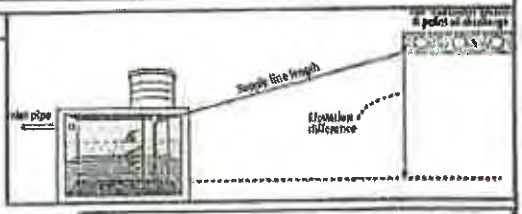
2. HEAD REQUIREMENTS

A. Elevation Difference between pump and point of discharge: 7.0 ft

B. Distribution Head Loss: 5 ft

C. Additional Head Loss*: _____ ft (due to special equipment, etc.)

* Common additional head loss: gate valve = 1 ft each, globe valve = 1.5 ft each, splitter valve = see manufacturers details



Distribution Head Loss	
Gravity Distribution = 0ft	
Pressure Distribution based on Minimum Average Head Value on Pressure Distribution Worksheet:	
Minimum Average Head	**Distribution Head Loss**
1ft	5ft
2ft	6ft
5ft	10ft

D. 1. Supply Pipe Diameter: 2.0 in

2. Supply Pipe Length: 25 ft

E. Friction Loss in Plastic Pipe per 100ft from Table I:

Friction Loss = 2.2 ft per 100ft of pipe

F. Determine *Equivalent Pipe Length* from pump discharge to soil dispersal area discharge point. Estimate by adding 25% to supply pipe length for fitting loss.
Supply Pipe Length X 1.25 = *Equivalent Pipe Length*

25 ft X 1.25 = 31.3 ft

Table I. Friction Loss in Plastic Pipe per 100ft

Flow Rate (GPM)	Pipe Diameter (inches)			
	1	1.25	1.5	2
10	9.1	3.1	1.3	0.3
12	12.8	4.3	1.8	0.4
14	17.0	5.7	2.4	0.6
16	21.6	7.3	3.0	0.7
18		9.1	3.8	0.9
20		11.1	4.6	1.1
25		16.8	6.9	1.7
30		23.5	9.7	2.4
35			12.9	3.2
40			16.5	4.1
45			20.5	5.0
50				6.1
55				7.3
60				8.6
65				10.0
70				11.4
75				13.0
85				16.4
95				20.1

G. Calculate *Supply Friction Loss* by multiplying *Friction Loss Per 100ft(E.)* by the *Equivalent Pipe Length(F.)* and divide by 100.

Supply Friction Loss =
2.2 ft per 100ft X 31.3 ft + 100 = 0.7 ft

H. *Total Head* requirement is the sum of the *Elevation Difference(2A)* + Distribution Head Loss(2B) + Additional Head Loss(2C) + Supply Friction Loss(2G)

7 ft + 5.0 ft + _____ ft + 0.7 ft = 12.7 ft

3. PUMP SELECTION

A pump must be selected to deliver at least **29.0** GPM with at least **12.7** feet of total head.

Comments:

STA Dosing Pump Tank Design Worksheet (Demand Dose)

MINNESOTA POLLUTION CONTROL AGENCY

DETERMINE TANK CAPACITY AND DIMENSIONS — Project ID: Leonard — v 04.02.2024

1. A. Design Flow: 450 GPD — C. Tank Use: Dosing
   B. Code minimum pump tank capacity: 450 Gal — D. Designed pump tank capacity: 1000 Gal
2. A. Tank Manufacturer: Brown Wilbert — B. Tank Model: 1000 PT
   C. Capacity from manufacturer: 1000 Gallons
   D. Liquid depth of tank from manufacturer: 43.0 inches
   E. Gallons per inch from manufacturer: 25.8 Gallons per inch

Note: Design calculations are based on this specific tank. Substituting a different tank model will change the pump float or timer settings. Contact designer if changes are necessary.

DETERMINE DOSING VOLUME

3. Calculate *Volume to Cover Pump* (The inlet of the pump must be at least 4-inches from the bottom of the pump tank & 2 inches of water covering the pump is recommended)
   (Pump and block height + 2 inches) X *Gallons Per Inch (2E)*
   (14 in + 2 inches) X 25.8 Gallons Per Inch = 413 Gallons
4. *Minimum Delivered Volume* = 4 X Volume of Distribution Piping:
   -Item 19 of the Pressure Distribution STA or Item 11 of Non-level STA — 73.4 Gallons (Minimum dose) — 2.85 inches/dose
5. Calculate *Maximum Pumpout Volume* (25% of Design Flow(1A))
   Design Flow: 450 GPD X 0.25 = 112.5 Gallons (Maximum dose) — 4.36 inches/dose
6. *Select a pumpout volume that meets both Minimum and Maximum:* 75.0 Gallons
7. Calculate *Doses Per Day* = Design Flow(1A) ÷ *Delivered Volume(6.)*
   450 gpd ÷ 75.0 gal = 6.0 Doses*
   * Doses need to be equal to or greater than 4

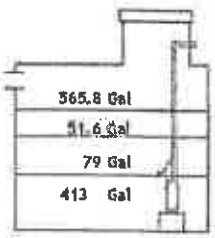
Volume of Liquid in Pipe	
Pipe Diameter (inches)	Liquid Per Foot (Gallons)
1	0.045
1.25	0.078
1.5	0.110
2	0.170
3	0.380
4	0.661

8. Calculate Drainback:
   A. *Diameter of Supply Pipe* = 2 inches
   B. Length of Supply Pipe = 25 feet
   C. *Volume of Liquid Per Lineal Foot of Pipe* = 0.170 Gallons/ft
   D. *Drainback = Length of Supply Pipe(8B) X Volume of Liquid Per Lineal Foot of Pipe(8C)*
   25 ft X 0.170 gal/ft = 4.3 Gallons
9. *Total Dosing Volume = Delivered Volume(6.) + Drainback (8D)*
   75.0 gal + 4.3 gal = 79.3 Gallons
10. Minimum Alarm Volume = Depth of alarm (2 or 3 inches) X gallons per inch of tank(2E)
    2 in X 25.8 gal/in = 51.6 Gallons
11. Reserve Capacity Volume = [Tank Liquid Depth(2D) - Alarm Float Depth(10.)] x gallons per inch of tank(2E)
    [43.0 in - 21.1 in] X 25.8 gal/in = 565.8 Gallons

DEMAND DOSE FLOAT SETTINGS — Alarm and Pump are to be wired on separate circuits and inspected by the electrical inspector

12. Calculate *Float Separation Distance* using *Dosing Volume*.
    Total Dosing Volume(9.) ÷ Gallons Per Inch(2E)
    79.3 gal ÷ 25.8 gal/in = 3.07 inches
13. Measuring from bottom of tank:
    A. *Distance to set Pump Off Float* = Pump + block height + 2 inches
    14.0 in + 2 in = 16.0 inches
    B. *Distance to set Pump On Float=Distance to Set Pump-Off Float(13A) + Float Separation Distance(12.)*
    16.0 in + 3.1 in = 19.1 inches
    C. *Distance to set Alarm Float = Distance to set Pump-On Float(13B) + Alarm Depth (2-3 inches)(10.)*
    19.1 in + 2.0 in = 21.1 inches

Inches for Dose: 3.1 in
Alarm Depth 21.1 in
Pump On 19.1 in
Pump Off 16.0 in



Onsite Sewage Treatment Program

Tank Buoyancy Worksheet

MINNESOTA POLLUTION CONTROL AGENCY

1. Tank Specifications

Project ID: Leonard

v 04.02.2024

A. Tank Manufacturer: Brown Wilbert

Tank Model: 1000 gallon

B. Outside Tank Dimensions and Specifications:

Tank Use: Septic

Length: 98 in Width: 68 in Height: 61.25 in

Diameter: in

Length: 8.2 ft Width: 5.7 ft Height: 5.1 ft

Radius of Tank: in

2. Outside Volume of Tank

Rectangular Tank

A. Area of Tank = Length (ft) X Width (ft)

8.2 ft X 5.7 ft = 46.3 sq.ft

B. Volume of Tank = Area of Tank (2.A) X Height (ft)

46.3 sq.ft X 5.1 ft = 236.2 cu.ft

Circular Tank

A. Area of Tank = πr^2 = (3.14 X (Radius of Tank)^2)

3.14 X (ft)^2 = sq.ft

B. Volume of Tank = Area of Tank X Height (ft)

sq.ft X ft = cu.ft

3. Force of Tank Weight (F_{TW})

Weight of Tank (provided by manufacturer) 8650 lbs

4. Force of Soil Weight Over Tank (F_{SW})

A. Depth of Cover Over Tank: 30 in 2.5 ft

B. Weight of Soil Per Cubic Foot: 120 lbs/cu.ft

C. Volume of Soil Over Tank = Depth of Cover(4A) (ft) X Area of Tank(2A) (ft^2)

2.5 ft X 46.3 sq.ft = 115.7 cu.ft

D. Weight of Soil Over Tank = Volume of Soil Over Tank(4C) X Weight of Soil Per Cubic Foot

115.7 cu.ft X 120 lbs/cu.ft = 13,883.3 lbs

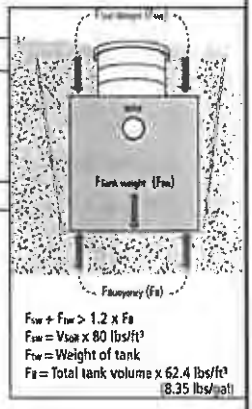
Note: Assumes saturation does not get over the lid of the tank

Soil Type	Weight of Soil (lbs/ft^3)
Sandy	120
Loamy	100
Clay	90

5. Buoyant Force (F_B)

Buoyant Force (F_B) = Outside Volume of Tank(2B) X Weight of Water Per Cubic Foot (62.4 lbs/ft^3) X 1.2 (Safety Factor)

236 X 62.4 lbs/cu.ft X 1.2 = 17,687.4 lbs



6. Evaluation of Net Forces

A. Downward Force = Force of Tank Weight (F_{TW})(3.) + Force of Soil Weight of Soil (F_{SW})(4D.)

8650 lbs + 13883 lbs = 22,533.3 lbs

B. Net Difference = Downward Force(6A) - Buoyant Force Including Safety Factor (5.)

22533 lbs - 17687 lbs = 4,846.0 lbs

If the Net Difference is negative, counter measures will need to be taken to prevent the tank from floating out of the ground.

Comments/Solution:

This sheet can be used for all tanks as they are the same size and weight

Pay Property Tax

Pay Property Taxes

Online payment service is provided by CORE Business Technologies.
You can pay by check, credit card or debit card.
CORE Business Technologies charges a service fee which is applied directly to your payment.
- E-check: $1 per transaction
- Credit card or debit card: 2.49% per transaction

For payment history, please see Tax Transaction History

Summary View

Parcel ID	063022340020
Parcel Status	Active
Property Address	0 UNASSIGNED NORTH OAKS MN 55127
Sec/Twp/Rng	06/30/22
Brief Tax Description	REGISTERED LAND SURVEY 493 TRACT A (Note: Not to be used on legal documents)
Parcel Area	3.53
Parcel Width	0 Feet
Parcel Depth	0 Feet (Note: Width and Depth represent buildable area of lot in the case of irregularly shaped lots)
Tax Classification	494 UNIMPROVED RESIDENTIAL LAND;
Homestead Status	Non homestead
Roll Type	Real Property
Municipality	NORTH OAKS
District Code	6710 For homestead vs non-homestead tax calc - use District code above - click here
School District	ISD #621
Watershed	N/A
TIF District	
Land Use Code	500 RESIDENTIAL, VACANT LAND, LOT * The Tax Classification is the Assessor Office's determination of the use of the property and is not the same as the property's zoning. * Please contact the zoning authority for information regarding zoning. * To determine whether your property is Abstract or Torrens, call 651-266-2050

Taxpayers

Please refer to disclaimer at bottom of this page

Type	Name	Address
Owner	Christopher Leonard Rachel Leonard	5 S Long Lake Trl North Oaks MN 55127

Tax Summary

For payment history, please see Tax Transaction History

		2025 Payable	2024 Payable	2023 Payable	2022 Payable	2021 Payable
	Estimated Market Value	$388,700	$388,700	$262,500	$262,500	$262,500
	Taxable Market Value	$388,700	$388,700	$262,500	$262,500	$262,500
	Net Tax Amount	$5,000.44	$4,889.44	$3,284.20	$3,686.04	$3,596.84
+	Special Assessments	$67.56	$64.56	$61.80	$57.96	$53.16
=	Total Taxes	$5,068.00	$4,954.00	$3,346.00	$3,744.00	$3,650.00
+	Penalty	$0.00	$0.00	$0.00	$0.00	$0.00
+	Interest	$0.00	$0.00	$0.00	$0.00	$0.00
+	Fees	$0.00	$0.00	$0.00	$0.00	$0.00
-	Amount Paid	$5,068.00	$4,954.00	$3,346.00	$3,744.00	$3,650.00
=	Outstanding Balance	$0.00	$0.00	$0.00	$0.00	$0.00

UNIVERSITY
OF MINNESOTA



Septic System Management Plan for Above Grade Systems

The goal of a septic system is to protect human health and the environment by properly treating wastewater before returning it to the environment. Your septic system is designed to kill harmful organisms and remove pollutants before the water is recycled back into our lakes, streams and groundwater.

This **management plan** will identify the operation and maintenance activities necessary to ensure long-term performance of your septic system. Some of these activities must be performed by you, the homeowner. Other tasks must be performed by a licensed septic maintainer or service provider. However, it is **YOUR** responsibility to make sure all tasks get accomplished in a timely manner.

The University of Minnesota's *Septic System Owner's Guide* contains additional tips and recommendations designed to extend the effective life of your system and save you money over time.

Proper septic system design, installation, operation and maintenance means safe and clean water!

Property Owner Chris Leonard	Email
Property Address 5 South Long Lake Trl North Oaks MN 55127	Property ID 063022340020
System Designer Josh Putt	Contact Info 651-900-1567
System Installer	Contact Info
Service Provider/Maintainer	Contact Info
Permitting Authority City of North Oaks	Contact Info
Permit #	Date Inspected

Keep this Management Plan with your Septic System Owner's Guide. The Septic System Owner's Guide includes a folder to hold maintenance records including pumping, inspection and evaluation reports. Ask your septic professional to also:

- Attach permit information, designer drawings and as-built of your system, if they are available.
- Keep copies of all pumping records and other maintenance and repair invoices with this document.
- Review this document with your maintenance professional at each visit; discuss any changes in product use, activities, or water-use appliances.

For a copy of the *Septic System Owner's Guide*, visit www.bookstores.umn.edu and search for the word "septic" or call 800-322-8642.

For more information see http://septic.umn.edu

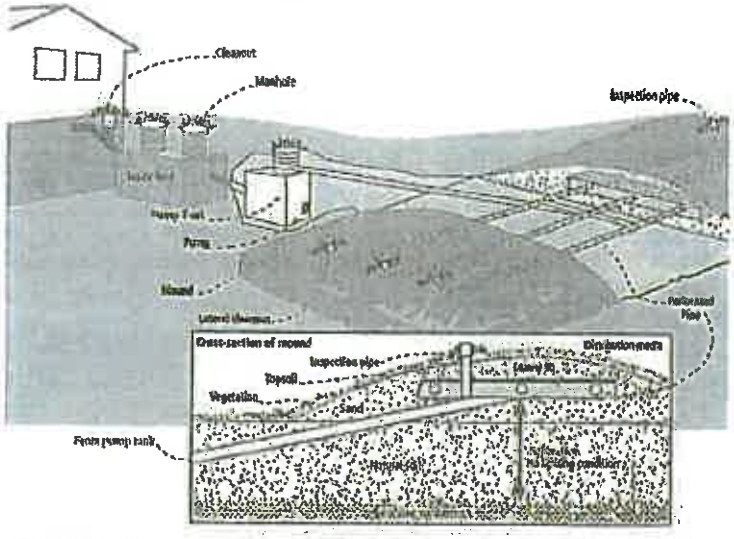
Version: August 2015

UNIVERSITY OF MINNESOTA

Septic System Management Plan for Above Grade Systems



Your Septic System



Septic System Specifics

System Type: (I) II III IV* V*

(Based on MN Rules Chapter 7080.2200 – 2400)

**Additional Management Plan required*

- ☐ System is subject to operating permit*
- ☐ System uses UV disinfection unit*

Type of advanced treatment unit _____

Dwelling Type

Number of bedrooms: 3

System capacity/ design flow (gpd): 450

Anticipated average daily flow (gpd): 315

Comments _____

Business? : Y (N) What type? _____

Well Construction

Well depth (ft): _____

- ☐ Cased well Casing depth: _____
- ☐ Other (specify): _____

Distance from septic (ft): _____

Is the well on the design drawing? Y (N)

Septic Tank

- ☐ First tank *Tank volume:* 1000 *gallons*

  Does tank have two compartments? Y (N)
- ☐ Second tank *Tank volume:* 1000 *gallons*
- ☐ Tank is constructed of concrete
- ☐ Effluent screen: Y N Alarm Y N

- ☐ Pump Tank 1000 *gallons*
- ☐ Effluent Pump *make/model:* _____

  Pump capacity 29 GPM

  TDH 12.7 Feet of head
- ☐ Alarm location house

Soil Treatment Area (STA)

Mound/At-Grade area (width x length): 55 ft x 71 ft

Rock bed size (width x length): 10 ft x 38 ft

Location of additional STA: North

Type of distribution media: Rock

- ☐ Inspection ports ☐ Cleanouts
- ☐ Surface water diversions
- ☐ Additional STA not available



Homeowner Management Tasks

These *operation and maintenance* activities are your responsibility. *Chart on page 6 can help track your activities.*

Your toilet is not a garbage can. Do not flush anything besides human waste and toilet paper. No wet wipes, cigarette butts, disposal diapers, used medicine, feminine products or other trash!

The system and septic tanks needs to be checked every 24 months

Your service provider or pumper/maintainer should evaluate if your tank needs to be pumped more or less often.

Seasonally or several times per year

- *Leaks.* Check (listen, look) for leaks in toilets and dripping faucets. Repair leaks promptly.
- *Soil treatment area.* Regularly check for wet or spongy soil around your soil treatment area. If surfaced sewage or strong odors are not corrected by pumping the tank or fixing broken caps and leaks, call your service professional. *Untreated sewage may make humans and animals sick.* Keep bikes, snowmobiles and other traffic off and control borrowing animals.
- *Alarms.* Alarms signal when there is a problem; contact your service professional any time the alarm signals.
- *Lint filter.* If you have a lint filter, check for lint buildup and clean when necessary. If you do not have one, consider adding one after washing machine.
- *Effluent screen.* If you do not have one, consider having one installed the next time the tank is cleaned along with an alarm.

Annually

- *Water usage rate.* A water meter or another device can be used to monitor your average daily water use. Compare your water usage rate to the design flow of your system (listed on the next page). Contact your septic professional if your average daily flow over the course of a month exceeds 70% of the design flow for your system.
- *Caps.* Make sure that all caps and lids are intact and in place. Inspect for damaged caps at least every fall. Fix or replace damaged caps before winter to help prevent freezing issues.
- *Water conditioning devices.* See Page 5 for a list of devices. When possible, program the recharge frequency based on *water demand (gallons)* rather than *time (days)*. Recharging too frequently may negatively impact your septic system. Consider updating to demand operation if your system currently uses time,
- *Review your water usage rate.* Review the Water Use Appliance chart on Page 5. Discuss any major changes with your service provider or pumper/maintainer.

During each visit by a service provider or pumper/maintainer

- Make sure that your service professional services the tank through the manhole. (NOT though a 4" or 6" diameter inspection port.)
- Ask how full your tank was with sludge and scum to determine if your service interval is appropriate.
- Ask your pumper/maintainer to accomplish the tasks listed on the Professional Tasks on Page 4.



Professional Management Tasks

These are the operation and maintenance activities that a pumper/maintainer performs to help ensure long-term performance of your system. At each visit a written report/record must be provided to homeowner.

Plumbing/Source of Wastewater

- Review the Water Use Appliance Chart on Page 5 with homeowner. Discuss any changes in water use and the impact those changes may have on the septic system.
- Review water usage rates (if available) with homeowner.

Septic Tank/Pump Tanks

- *Manhole lid.* A riser is recommended if the lid is not accessible from the ground surface. Insulate the riser cover for frost protection.
- *Liquid level.* Check to make sure the tank is not leaking. The liquid level should be level with the bottom of the outlet pipe. (If the water level is below the bottom of the outlet pipe, the tank may not be watertight. If the water level is higher than the bottom of the outlet pipe of the tank, the effluent screen may need cleaning, or there may be ponding in the soil treatment area.)
- *Inspection pipes.* Replace damaged or missing pipes and caps.
- *Baffles.* Check to make sure they are in place and attached, and that inlet/outlet baffles are clear of buildup or obstructions.
- *Effluent screen.* Check to make sure it is in place; clean per manufacturer recommendation. Recommend retrofitted installation if one is not present.
- *Alarm.* Verify that the alarm works.
- *Scum and sludge.* Measure scum and sludge in each compartment of each septic and pump tank, pump if needed.

Pump

- *Pump and controls.* Check to make sure the pump and controls are operating correctly.
- *Pump vault.* Check to make sure it is in place; clean per manufacturer recommendations.
- *Alarm.* Verify that the alarm works.
- *Drainback.* Check to make sure it is draining properly.
- *Event counter or elapsed time meter.* Check to see if there is an event counter or elapsed time meter for the pump. If there is one or both, calculate the water usage rate and compare to the anticipated use listed on Design and Page 2. Dose Volume: _____ gallons: Pump run time: _____ Minutes

Soil Treatment Area

- *Inspection pipes.* Check to make sure they are properly capped. Replace caps and pipes that are damaged.
- *Surfacing of effluent.* Check for surfacing effluent or other signs of problems.
- *Lateral flushing.* Check lateral distribution; if cleanouts exist, flush and clean at recommended frequency.
- *Vegetation* - Check to see that a good growth of vegetation is covering the system.

All other components – evaluate as listed here: _____

_____



Water-Use Appliances and Equipment in the Home

Appliance	Impacts on System	Management Tips
Garbage disposal	• Uses additional water. • Adds solids to the tank. • Finely-ground solids may not settle. Unsettled solids can exit the tank and enter the soil treatment area.	• Use of a garbage disposal is not recommended. • Minimize garbage disposal use. Compost instead. • To prevent solids from exiting the tank, have your tank pumped more frequently. • Add an effluent screen to your tank.
Washing machine	• Washing several loads on one day uses a lot of water and may overload your system. • Overloading your system may prevent solids from settling out in the tank. Unsettled solids can exit the tank and enter the soil treatment area.	• Choose a front-loader or water-saving top-loader, these units use less water than older models. • Limit the addition of extra solids to your tank by using liquid or easily biodegradable detergents. Limit use of bleach-based detergents and fabric softeners. • Install a lint filter after the washer and an effluent screen to your tank • Wash only full loads and think even – spread your laundry loads throughout the week.
Dishwasher	• Powdered and/or high-phosphorus detergents can negatively impact the performance of your tank and soil treatment area. • New models promote "no scraping". They have a garbage disposal inside.	• Use gel detergents. Powdered detergents may add solids to the tank. • Use detergents that are low or no-phosphorus. • Wash only full loads. • Scrape your dishes anyways to keep undigested solids out of your septic system.
Grinder pump (in home)	• Finely-ground solids may not settle. Unsettled solids can exit the tank and enter the soil treatment area.	• Expand septic tank capacity by a factor of 1.5. • Include pump monitoring in your maintenance schedule to ensure that it is working properly. • Add an effluent screen.
Large bathtub (whirlpool)	• Large volume of water may overload your system. • Heavy use of bath oils and soaps can impact biological activity in your tank and soil treatment area.	• Avoid using other water-use appliances at the same time. For example, don't wash clothes and take a bath at the same time. • Use oils, soaps, and cleaners in the bath or shower sparingly.
Clean Water Uses	**Impacts on System**	**Management Tips**
High-efficiency furnace	• Drip may result in frozen pipes during cold weather.	• Re-route water directly out of the house. Do not route furnace discharge to your septic system.
Water softener Iron filter Reverse osmosis	• Salt in recharge water may affect system performance. • Recharge water may hydraulically overload the system.	• These sources produce water that is not sewage and should not go into your septic system. • Reroute water from these sources to another outlet, such as a dry well, draintile or old drainfield. • When replacing, consider using a demand-based recharge vs. a time-based recharge. • Check valves to ensure proper operation; have unit serviced per manufacturer directions
Surface drainage Footing drains	• Water from these sources will overload the system and is prohibited from entering septic system.	

UNIVERSITY OF MINNESOTA

Septic System Management Plan for Above Grade Systems



Homeowner Maintenance Log

Track maintenance activities here for easy reference. See list of management tasks on pages 3 and 4.

Activity	Date accomplished									
Check frequently:										
Leaks: check for plumbing leaks*										
Soil treatment area check for surfacing**										
Lint filter: check, clean if needed*										
Effluent screen (if owner-maintained)***										
Alarm**										
Check annually:										
Water usage rate (maximum gpd _____)										
Caps: inspect, replace if needed										
Water use appliances – review use										
Other:										

*Monthly

**Quarterly

***Bi-Annually

Notes: _____

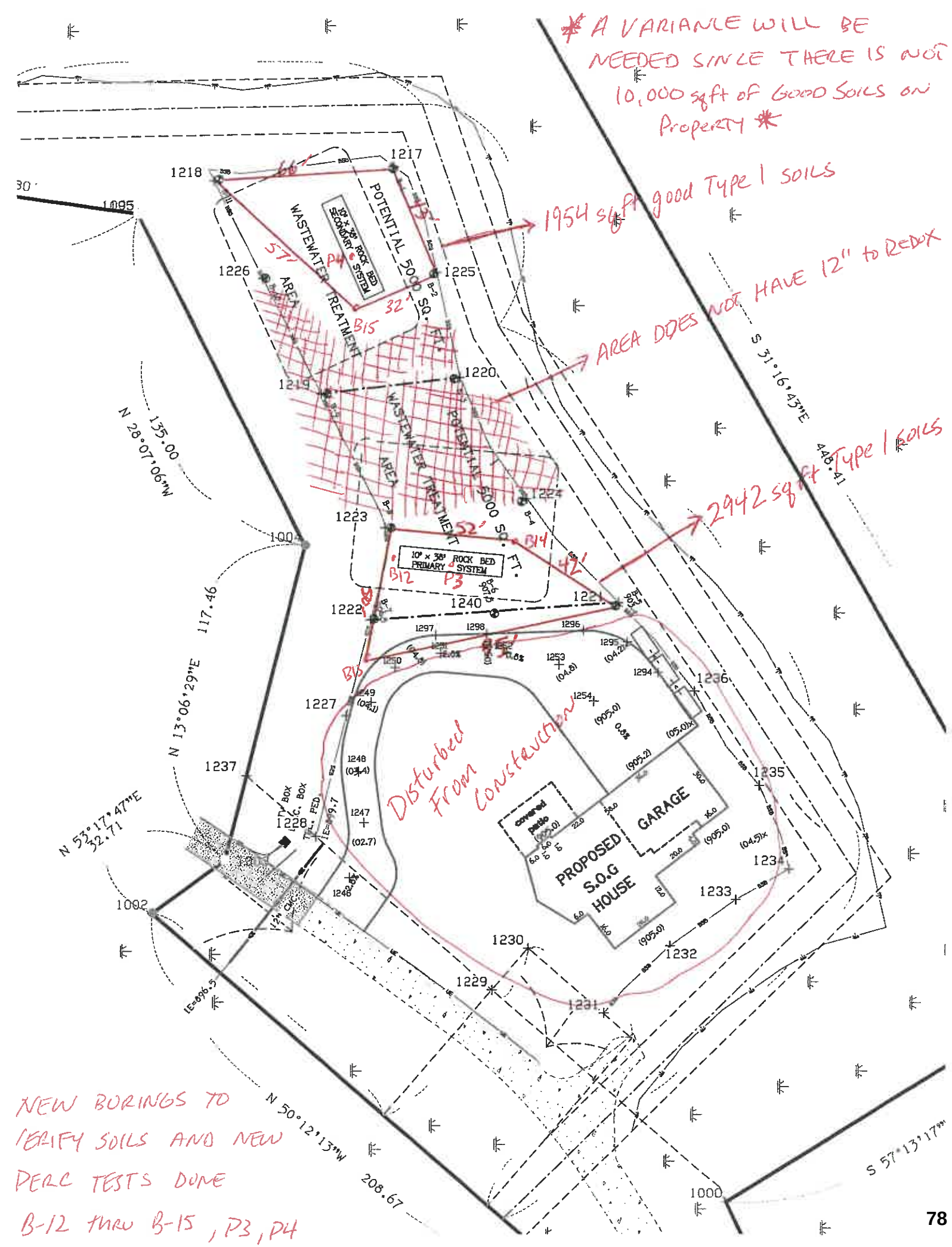
"As the owner of this SSTS, I understand it is my responsibility to properly operate and maintain the sewage treatment system on this property, utilizing the Management Plan. If requirements in this Management Plan are not met, I will promptly notify the permitting authority and take necessary corrective actions. If I have a new system, I agree to adequately protect the reserve area for future use as a soil treatment system."

Property Owner Signature: _____ Date _____

Management Plan Prepared By: Josh Putt Certification # L4063

Permitting Authority: City of North Oaks

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* A VARIANCE WILL BE NEEDED SINCE THERE IS NOT 10,000 sqft of GOOD SOILS ON PROPERTY *
1954 sq ft good Type I soils
AREA DOES NOT HAVE 12" to REDOX
2942 sq ft Type I SOILS
POTENTIAL 5000 SQ. FT. WASTEWATER TREATMENT AREA
10' x 36' ROCK BED SECONDARY SYSTEM
10' x 36' ROCK BED PRIMARY SYSTEM
Disturbed From Construction
PROPOSED S.O.G HOUSE
GARAGE
covered patio
S 31°16'43"E 448.41
N 28°07'06"W 135.00
N 13°06'29"E 117.46
N 57°17'47"E 32.71
N 50°12'13"W 208.67
S 57°13'17"W
NEW BORINGS TO VERIFY SOILS AND NEW PERC TESTS DONE
B-12 THRU B-15, P3, P4

ONSITE SEWAGE TREATMENT PROGRAM

Soil Observation Log

Project ID: Leonard v 04.02.2024

Client:	Zawadski Homes	Location / Address:	5 South Long Lake Trl North Oaks MN 55127

Soil parent material(s): (Check all that apply) ☑ Outwash ☐ Lacustrine ☐ Loess ☐ Till ☐ Alluvium ☐ Bedrock ☐ Organic Matter ☐ Disturbed/Fill

Landscape Position:	Shoulder	Slope %:	18.0	Slope shape:	Linear, Linear	Flooding/Run-On potential:	No
Vegetation:	Forest	Soil survey map units:	Anoka Loamy Fine Sand			Surface Elevation-Relative to benchmark:	
Date/Time of Day/Weather Conditions:		6/10/2026	9:50 AM	Partly Cloudy		Limiting Layer Elevation:	
Observation #/Location:	B12	Near new mound to verify soils		Observation Type:		Auger	

Depth (in)	Texture	Rock Frag. %	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Indicator(s)	I-------- Structure----------I		
							Shape	Grade	Consistence
0-4	Fine Sand	0	10YR 3/2	None			Granular	Weak	Loose
4-15	Very Fine Sand	0	10YR 5/4	None			Granular	Moderate	Friable
15-	Very Fine Sand	0	10YR 5/4	7.5YR 4/4	Concentrations	S2	Granular	Moderate	Friable

Comments: Redox features found at 15"

I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.

Able Septic Services- J Putt		L1675	6/10/2026
(Designer/Inspector)	(Signature)	(License #)	(Date)

Optional Verification: I hereby certify that this soil observation was verified according to Minn. R. 7082.0500 subp. 3 A. The signature below represents an infield verification of the periodically saturated soil or bedrock at the proposed soil treatment and dispersal site.

(LGU/Designer/Inspector)	(Signature)	(Cert #)	(Date)

ONSITE SEWAGE TREATMENT PROGRAM

Soil Observation Log

Project ID: Leonard v 04.02.2024

Client: Zawadski Homes		Location / Address: 5 South Long Lake Trl North Oaks MN 55127	
Soil parent material(s): (Check all that apply) ☑ Outwash ☐ Lacustrine ☐ Loess ☐ Till ☐ Alluvium ☐ Bedrock ☐ Organic Matter ☐ Disturbed/Fill			
Landscape Position: Summit	Slope %: 18.0	Slope shape: Linear, Linear	Flooding/Run-On potential: No
Vegetation: Forest	Soil survey map units: Anoka Loamy Fine Sand		Surface Elevation-Relative to benchmark:
Date/Time of Day/Weather Conditions:	6/10/2026	9:50 AM	Partly Cloudy	Limiting Layer Elevation:
Observation #/Location: B13	Near new mound to verify soils		Observation Type: Auger

Depth (in)	Texture	Rock Frag. %	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Indicator(s)	Structure: Shape	Structure: Grade	Structure: Consistence
0-9	Fine Sand	0	10YR 3/2	None			Granular	Weak	Loose
9-16	Very Fine Sand	0	10YR 4/4	None			Blocky	Moderate	Friable
16-	Very Fine Sand	0	10YR 4/4	None			Blocky	Moderate	Friable

Comments: End of boring at 16" no redox found in hole up to 16"

I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.

Able Septic Services- J Putt		L1675	6/10/2026
(Designer/Inspector)	(Signature)	(License #)	(Date)

Optional Verification: I hereby certify that this soil observation was verified according to Minn. R. 7082.0500 subp. 3 A. The signature below represents an infield verification of the periodically saturated soil or bedrock at the proposed soil treatment and dispersal site.

(LGU/Designer/Inspector)	(Signature)	(Cert #)	(Date)

University of Minnesota Onsite Sewage Treatment Program

Soil Observation Log

Project ID: Leonard v 04.02.2024

Client:	Zawadski Homes	Location / Address:	5 South Long Lake Trl North Oaks MN 55127

Soil parent material(s): (Check all that apply) ☑ Outwash ☐ Lacustrine ☐ Loess ☐ Till ☐ Alluvium ☐ Bedrock ☐ Organic Matter ☐ Disturbed/Fill

Landscape Position: Shoulder	Slope %: 18.0	Slope shape: Linear, Linear	Flooding/Run-On potential: No
Vegetation: Forest	Soil survey map units: Anoka Loamy Fine Sand		Surface Elevation-Relative to benchmark:
Date/Time of Day/Weather Conditions:	6/10/2026	9:50 AM	Partly Cloudy	Limiting Layer Elevation:
Observation #/Location: B14	Near new mound to verify soils	Observation Type:	Auger

Depth (in)	Texture	Rock Frag. %	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Indicator(s)	Structure: Shape	Structure: Grade	Structure: Consistence
0-6	Fine Sand	0	10YR 3/2	None			Granular	Weak	Loose
6-24	Very Fine Sand	0	10YR 4/4	None			Blocky	Moderate	Friable

Comments: End of boring at 24" no redox found in hole up to 24"

I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.

Able Septic Services- J Putt		L1675	6/10/2026
(Designer/Inspector)	(Signature)	(License #)	(Date)

Optional Verification: I hereby certify that this soil observation was verified according to Minn. R. 7082.0500 subp. 3 A. The signature below represents an infield verification of the periodically saturated soil or bedrock at the proposed soil treatment and dispersal site.

(LGU/Designer/Inspector)	(Signature)	(Cert #)	(Date)

ONSITE SEWAGE TREATMENT PROGRAM

Soil Observation Log

Project ID: Leonard v 04.02.2024

Client: Zawadski Homes		Location / Address: 5 South Long Lake Trl North Oaks MN 55127	
Soil parent material(s): (Check all that apply) ☑ Outwash ☐ Lacustrine ☐ Loess ☐ Till ☐ Alluvium ☐ Bedrock ☐ Organic Matter ☐ Disturbed/Fill			
Landscape Position: Shoulder	Slope %: 18.0	Slope shape: Linear, Linear	Flooding/Run-On potential: No
Vegetation: Forest	Soil survey map units: Anoka Loamy Fine Sand		Surface Elevation-Relative to benchmark:
Date/Time of Day/Weather Conditions:	6/10/2026	9:50 AM	Partly Cloudy	Limiting Layer Elevation:
Observation #/Location: B15	In middle of secondary site to verify soils		Observation Type: Auger

Depth (in)	Texture	Rock Frag. %	Matrix Color(s)	Mottle Color(s)	Redox Kind(s)	Indicator(s)	Structure		
							Shape	Grade	Consistence
0-4	Loamy Fine Sand	0	10YR 3/2	None			Granular	Weak	Loose
4-13	Very Fine Sand	0	10YR 4/4	None			Blocky	Moderate	Friable
13-	Very Fine Sand	0	10YR 4/4	7.5YR 4/4	Concentrations	S2	Blocky	Moderate	Friable

Comments: Redox features found at 13"

I hereby certify that I have completed this work in accordance with all applicable ordinances, rules and laws.

Able Septic Services- J Putt		L1675	6/10/2026
(Designer/Inspector)	(Signature)	(License #)	(Date)

Optional Verification: I hereby certify that this soil observation was verified according to Minn. R. 7082.0500 subp. 3 A. The signature below represents an infield verification of the periodically saturated soil or bedrock at the proposed soil treatment and dispersal site.

(LGU/Designer/Inspector)	(Signature)	(Cert #)	(Date)

University of Minnesota Onsite Sewage Treatment Program

Percolation Test Data

MINNESOTA POLLUTION CONTROL AGENCY

1. Contact Information Project ID: Leonard v 04.02.2024

Property Owner/Client: Zawadski Homes

2. General Percolation Information

Diameter 6 in Date prepared and/or soaked: 6/10/2026

Method of scratching sidewall: nail

Is pre-soak required*? No If No, how long for 12" to soak away 1/15/00 min

Soak* start time: Soak* end time: hrs. of soak

Method to maintain 12 in of water during soak

** Not required in fast perc soils*

3. Summary of Percolation Test Data

Design Percolation Rate (maximum of all tests attached) = 1.50 mpi

Map of Perc Test Locations

University of Minnesota Onsite Sewage Treatment Program

Percolation Test Data

MINNESOTA POLLUTION CONTROL AGENCY

Project ID: Leonard

Date Completed: 6/10/2026

Test hole: #1 Location: P3 Depth**: 12 inches

Soil texture description: Elevation: feet

Depth (in)	Soil Texture
0-5	Fine Sand
5-12	Very Fine Sand

*** 12 in. for mounds & at-grades, depth of absorption area for trenches and beds*

Measurement readings to be completed to the closest 0.05 inch (1/16") to be considered a correct perc test.

Fractions to decimal = Top ÷ Bottom 1/16" = 0.06"

Reading	Start Time	End Time	Start Reading (in)	End Reading (in)	Perc rate (mpi)	% Difference Last 3 Rates	Pass
1	10:05 AM	10:12 AM	6.25	1.25	1.4	NA	NA
2	10:13 AM	10:19 AM	6.25	2.00	1.4	NA	NA
3	10:21 AM	10:28 AM	6.25	1.50	1.5	7.1	Yes

Chosen Percolation Rate for Test Hole #1: 1.5 mpi

Date Completed: 6/10/2026

Test hole: #2 Location: P2 Depth**: 12 inches

Soil texture description: Elevation: feet

Depth (in)	Soil Texture
0-6	Fine Sand
6-12	Very Fine Sand

*** 12 in. for mounds & at-grades, depth of absorption area for trenches and beds*

Reading	Start Time	End Time	Start Reading (in)	End Reading (in)	Perc rate (mpi)	% Difference Last 3 Rates	Pass
1	10:33 AM	10:40 AM	6.25	2.20	1.7	NA	NA
2	10:41 AM	10:50 AM	6.25	1.25	1.8	NA	NA
3	10:52 AM	11:00 AM	6.25	1.75	1.8	5.9	Yes

Chosen Percolation Rate for Test Hole #2: 1.8 mpi

CITY OF NORTH OAKS
RAMSEY COUNTY, MINNESOTA
RESOLUTION NO. _____

RESOLUTION GRANTING A VARIANCE FROM THE REQUIREMENT OF TWO 5,000 SQUARE FOOT INDIVIDUAL SEWAGE TREATMENT SITES FOR THE CONSTRUCTION OF A SUBSURFACE SEWAGE TREATMENT SYSTEM (SSTS) AT 5 SOUTH LONG LAKE TRAIL

WHEREAS, the City of North Oaks (City) has received an application for a variance from the requirement for two 5,000 square foot individual sewage treatment sites to allow two smaller sites for the construction a new SSTS at 5 South Long Lake Trail, North Oaks, Ramsey County, Minnesota, legally described on the attached **EXHIBIT A**; and

WHEREAS, the variance would allow the construction of a SSTS at 5 South Long Lake Trail on a sewage treatment site that is smaller than 5,000 square feet; and

WHEREAS, the primary septic site is 2,942 square feet and the secondary septic site is 1,954 square feet where 5,000 square feet is required; and

WHEREAS, a public hearing concerning the Application was held before the North Oaks Planning Commission in accordance with Minnesota Statutes, Section 462.357, subd. 3, on July 30, 2026, after which hearing the Planning Commission voted unanimously to recommend approval of the variance, subject to certain conditions, to the City Council.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH OAKS that a variance to allow the construction of an SSTS on a sewage treatment site that is smaller than 5,000 square feet for a new SSTS is approved subject to the following findings and conditions:

1. The SSTS shall be installed as shown on the survey dated January 16, 2026, and revised July 6, 2026, and in accordance with the SSTS design received by the City June 16, 2026.

2. The variance standards in Section 151.078 of the Zoning Code have been met, and a practical difficulty exists as follows:

    a. Strict enforcement would cause practical difficulties because of circumstances unique to the individual land under consideration. The unusual shape of this lot, the location of the shared drive, the trail, and the wetland limit the potential septic locations with suitable soils on the existing lot of record. There is no location containing 5,000 square feet of suitable soils for the construction of a new septic system on this site.

Approving the variance will allow the construction of a new septic system to serve the home that is under construction. It would not alter the essential character of the locality. There are no other locations on site that could accommodate a 5,000 square foot site and meet the required setbacks.

b. The variance requested is to construct a new septic system. The variance is not based on economic considerations alone.

c. The variance would allow a new septic system. It would not allow a use that is not permitted by City Code.

d. The circumstances of this site do not apply to other properties in same zone and are the result of the small lot size, topography and existing conditions on this lot.

e. The proposed use is reasonable. It will allow construction of a new septic system.

f. The circumstances do not result from the action of the applicant. The property does not contain two 5,000 square foot areas with suitable soils.

g. Granting the variance will not confer upon the applicant any special privilege. It will simply allow them construct a new septic system.

h. The variance is the minimum action needed to alleviate the practical difficulties on site. The City septic inspectors have worked closely with the applicant to locate the new system to minimize the required variance.

i. The proposed variance will not impair an adequate supply of light and air to adjacent land, or substantially increase the congestion of the roads and streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the neighborhood.

3. The applicant must apply for a septic permit and receive approval prior to beginning replacement of the system.

4. The septic sites shall be protected from all future encroachments by any improvements, construction, or other activities that may result in compaction or disturbance of soil on the site other than the installation of a SSTS.

5. The SSTS must be completed within 365 days of the approval.

BE IT FURTHER RESOLVED that the City Clerk, Deputy City Clerk, or City Attorney are hereby authorized and directed to record a certified copy of this Resolution with the Ramsey County Registrar of Titles.

Adopted by the City Council of the City of North Oaks this 13th day of August, 2026.

By: _____
Krista Wolter
Its: Mayor

Attested:

By: _____
Kevin Kress
Its: City Administrator/City Clerk

EXHIBIT A
LEGAL DESCRIPTION OF PROPERTY

Real property located in Ramsey County, Minnesota legally described as follows:

Tract A, Registered Land Survey No. 493, Ramsey County, Minnesota.

PID: 063022340020

Ramsey County Sheriff's Office

Public Safety Report: North Oaks

JULY 2026

Deputy Craig Lydon
651-755-8089 ☆ craig.lydon@co.ramsey.mn.us

CALLS FOR SERVICE: 179

- 35 MEDICAL CALLS
- 10 FIRE CALLS
- 21 TRAFFIC STOPS
    - 2 ACCIDENTS

NOTABLE CALLS:

- **WELFARE CHECK -** CN# 26031853 ON 07/09/2026 AT APPROXIMATELY 0747 HOURS RESIDENTS CALLED IN AND REPORTED A HISPANIC MALE WALKING NORTHBOUND ON PLEASANT LAKE WEARING A HOSPITAL BAND. DEPUTIES RESPONDED AND LOCATED THE MALE. DEPUTIES LEARNED THE MALE WAS COGNITIVELY IMPAIRED AND WAS LISTED AS A MISSING PERSON OUT OF A BROOKLYN PARK GROUP HOME. DEPUTIES ASSISTED GETTING THE PARTY BACK INTO THE CARE OF THE GROUP HOME.

- **SUSPICIOUS** – 07/10/2026 CN# 26032216 ON THE 0 BLOCK OF MONARCH CT AT APPROXIMATELY 2316 HOURS DEPUTIES WERE DISPATCHED TO A HOME REPORTING THAT THEY HEARD THERE SLIDING DOOR OPEN AND THEN CLOSE. THE CALLER REPORTED THEIR ALARM COMPANY CONFIRMED A DOOR OPENING AND CLOSING. DEPUTIES ARRIVED AND OFFERED TO CLEAR THE HOUSE TO WHICH THE HOME OWNER DECLINED BUT REQUESTED AN AREA CHECK IN.

- **SUSPICIOUS –** CN# 26034066 07/21/2026 AT APPROXIMATELY 1333 HOURS DEPUTIES WERE DISPATCHED TO THE 10 BLOCK OF SHERWOOD TRAIL ON REPORT OF A SUSPICIOUS PERSON. THE CALLERS CAMERA CAPUTERED THE PERSON DRIVE THEIR RED JEEP CHEROKEE INTO THEIR DRIVEWAY EXIT AND WALK AROUND THE HOUE. UNFORTUNATELY THE CAMERA FAILED TO CAPTURE THE LICENSE PLATE AND THE PARTY WAS NOT ABLE TO BE IDENTIFIED.

Memorandum

TO: City Council

FROM: Kevin Kress, City Administrator

DATE: August 10, 2026

SUBJECT: Peace Church Zoning Coffee Shop Request

AGENDA ITEM: **9a.** Discussion and possible action on request from Peace Church to change zoning designation to public institutional

SECTION: NEW BUSINESS

Budgeted Amount:	Estimated Amount:	Funding Source:
N/A	Rezoning amendment $1,000 escrow $350 application fee	Planner/Attorney Fees from General budget

PURPOSE

This memo provides a summary and recommendation regarding a request to amend the City's zoning map to reclassify a parcel currently zoned Residential Single Family – Medium Density (RSM) to Public Institutional (PI). The request is submitted on behalf of Peace Church that is considering additional uses and the introduction of a small coffee shop and other allowable institutional uses.

The purpose of the discussion is to determine if Council would like to direct City Staff/Consultants to draft proposed zoning change for Peace United Methodist Church, Incarnation Church, and Chippewa Middle School to create a "Public Institutional" (PI) zoning district that more accurately details the use of these sites, what activities can occur there, and when a conditional use permit is required.

INTRODUCTION

The new zoning district would be a change from the current RSM district with a conditional use permit, to its own district and own standards for allowable and conditional use.

If Council is in favor of the change, we would send it to the Planning Commission for review and public hearing and then back to Council. The church is specifically asking that a coffee shop be allowed within the premise (which is common in surrounding communities). We would also address other uses like daycare, music classes, support groups, etc. that may be desirable or requested.

BACKGROUND

Incarnation Church located at 4880 Hodgson, Chippewa Middle School at 5000 Hodgson and Peace Church at 5050 Hodgson Road are currently zoned Residential Single Family Medium

Density (RSM). These institutions are operating as an allowed Conditional use within the RSM district, and any requests must go through the CUP process, causing the applicants, time, money and expense.

An adjustment to create a Public Institution district in the land use code, would more clearly define what activities are allowed at these locations to align with modern day use of buildings, and what uses would still require a Conditional use permit review.

The past 6 years, requested permit applications involving these three parcels include:

- New Signage at Peace United Methodist, request to add Boy Scouts, and other community groups to the sign were denied based on current RSM regulations. This property was purchased from the Sisters of the Home of the Good Shepherds in 1981.
- Incarnation Lutheran Church: ground solar system, external sign review, re-roof, mechanical, full windows, new external pre-K school taking over for internal pre-K staff. There have been 11 CUP/variances for Incarnation Church between 1977 – 2026.
- Chippewa Middle School: interior renovation, and external signage, siding.
- All the items above were fully reviewed and approved, but complicated by fact that all are zoned RSM, but operate as institutions.

For the property at Peace United Methodist Church:

- The subject property operates as a conditional use within the RSM district. As part of its long-term planning, the church is exploring opportunities to expand community-oriented uses on its site. One potential use is a small coffee shop intended to serve congregants and potentially nearby residents. Additional allowable and conditional uses under a PI zoning district may also be considered as part of this request.
- Under the current RSM zoning designation, these uses are not permitted. Rezoning the parcel to PI would align the zoning classification with the institutional nature of the property, while providing the flexibility needed for accessory or community-serving uses such as a coffee shop.

Analysis

- The church is already operating as an institutional use within a residential zoning district, which is by conditional use and limits future site improvements and/or uses of the property.
- Rezoning to PI would bring the zoning classification into alignment with the existing land use while enabling additional allowable and conditional institutional uses.
- A coffee shop, if accessory to the church and compliant with PI district standards, would expand community engagement without significantly altering the character of surrounding properties.
- Any specific site or building changes would remain subject to future site plan review, ensuring alignment with City requirements.

RECOMMENDATION

Staff recommends that City staff and consultants work with Planning Commission to draft a Public Institutional zoning district for the properties at Peace United Methodist Church, Incarnation Church, and Chippewa Middle School.

The newly created Public Institution zoning classification and ordinance, as well as the map amendment to reflect the change from RSM to Public Institution (PI) for the above properties, would go through Planning Commission, Public Hearing, and back to City Council for review and consideration.

ATTACHMENTS

Land Use Ordinance 151.051 RSM - RESIDENTIAL SINGLE-FAMILY MEDIUM DENSITY DISTRICT (pages 192 – 196).

(f) Appeals. Any applicant who files an application for approval of building height in excess of 35 feet and whose application is denied by the Zoning Administrator shall have the right to an appeal before the City Council, within 10 days of receiving notice of the denial of the application. Any appeal must be submitted in writing to the Zoning Administrator and should state the error justifying the objection. The Council shall review the application and make a final determination regarding whether the criteria herein have been met and whether the application should be approved or denied.

(H) Floor area ratios. For lots where the combined square footage of all buildings thereon exceed 4,000 square feet, then the combined total floor are ratio (FAR) of all buildings on such lots shall not exceed 0.12.

(Ord. 94, § 7.6, passed 2-11-1999; Am. Ord. passed 11-24-1999; Am. Ord. passed 7-24-2001; Am. Ord. passed 10-22-2002; Am. Ord. passed 4-1-2003; Am. Ord. passed 12-23-2003; Am. Ord. 94-G, passed 12-8-2005; Am. Ord. 118 passed 7-14-2016; Am. Ord. 147 passed 4-11-2024; Am. Ord. 148 passed 5-9-2024; Am. Ord. 156 8-14-2025) Penalty, see § 10.99

§ 151.051 RSM - RESIDENTIAL SINGLE-FAMILY MEDIUM DENSITY DISTRICT.

(A) Purpose. This District is established to provide for medium density single-family detached residential dwellings and directly related complimentary uses compatible with the natural environment and conforming to the level of services available and to provide the community facilities as will enhance the quality of the area.

(B) Permitted uses.

(1) All uses that are permitted uses in the Residential Single-Family Low Density District in § 151.050(B); and

(2) A single-family detached dwelling, planned unit development (PUD), or a phase of a PUD which has a maximum gross density of 1 unit per 1.1 acres and which is served by a central sanitary sewer collection system.

(C) Permitted accessory uses. All uses that are permitted accessory uses in the Residential Single-Family Low Density District in § 151.050(C).

(D) Conditional uses. The following conditional uses may be permitted, but only after securing a conditional use permit in accordance with § 151.076:

(1) All uses that are permitted conditional uses in the Residential Single-Family Low Density District in § 151.050(D); and

(2) Public and private educational institutions limited to preschool, nursery, elementary, junior and senior high schools; religious institutions such as churches, chapels, temples, and synagogues, provided that:

(a) The architectural appearance and functional plan of the buildings and site shall be compatible with the adjacent area;

(b) Screening is provided in compliance with § 151.034;

(c) Adequate off-street parking, loading, and service entrances are provided in compliance with § 151.028;

(d) All accessory equipment is completely enclosed in a permanent structure with no outside storage;

(e) The site of the principal use and related parking is served by a road or street of sufficient capacity to accommodate the traffic which will be generated; and

(f) Section 151.083 is complied with.

(3) On-Premise Electronic Message Center (EMC) signs accessory to a permitted use, provided that:

(a) Such signs shall be integrated into a free-standing monument sign. The non message center portion of the sign may include the name of the use on the property.

(b) General provisions:

1. Location and Orientation. EMC signs are only permitted for lots that comply with the following standards:
   i. The parcel is a minimum of 3.5 acres in size.
   ii. The parcel has frontage on an arterial or collector roadways, as designated by the City's Comprehensive Plan.
   iii. The location and orientation of the sign shall be placed on the property in a manner that minimizes the visual impact on adjoining residential properties

2. Display. The sign message shall be displayed to allow passing motorists to read the entire copy with minimal distraction. The minimum display period for any message shall be 8 seconds.

3. Audio. Audio speakers are prohibited.

4. No animation, flashing or blinking signs are permitted.

5. Brightness.

i. Lighting. Lighting shall be set at a minimum level for which the sign is intended to be read and shielded to minimize glare.

ii. The light level shall not exceed 0.3 foot candles above ambient light as measured from a pre-set distance depending on the sign size. Measuring distance shall be determined using the following equation; the square root of the message center sign area multiplied by 100. Example: 12 square foot sign $\sqrt{(12x100)} = 34.6$ feet measuring distance.

iii. Dimmer Control. The sign must have a dimmer control that automatically adjusts the sign's brightness in direct correlation to ambient light conditions. Said sign shall be equipped with photo cell design to measure the ambient light conditions and adjust the sign brightness as needed so as to be in compliance with this ordinance.

iv. No portion of the message may flash, scroll, twirl, fade in or out in any manner to imitate movement.

v. Display of messages shall be limited to those services offered on the property and time/temperature display.

6. Only one Electronic Message Center Sign is permitted per lot.

7. Sign area and size.

i. One freestanding sign shall be allowed per parcel.

ii. The sign shall not be larger than 32 square feet.

iii. No pylon signs are allowed. All freestanding signs must be ground monuments with a height no greater than 8 feet.

iv. Monument signs cannot be placed on an earthen mound or berm which would raise the bottom of the sign more than 4 feet above the normal ground level. The base for monument signs shall be built out of matching masonry work for the building it serves.

v. All freestanding signs must be set back 15 feet from the property line.

vi. Maximum Area. The area of the electronic message center sign shall be included in the maximum sign area permitted. The area of the message center shall not exceed 50% of the total sign area for the sign on which it is displayed or 16 square feet whichever is less.

8. Hours of display. The sign shall be turned off and shall not display messages between the hours of 11:00 pm and 6:00 am.

9. Landscaping. Landscaping is required around the base of each sign consisting of a combination of shrubs, flowers, ornamental trees, and/or evergreens pursuant to a landscape plan approved by the City, with the landscaped area to be no less than 6 times the area of the largest sign face. This landscape plan is not required to be prepared by a registered landscape architect.

(4) Non-neon signs and non-neon informational visual communication devices, provided that:

(a) The height of the sign or device does not exceed the height of the principal structure or the structure to which it is affixed;

(b) The architectural style and design shall not be so dissimilar to the surrounding buildings or area so as to adversely impact other land;

(c) There are no moving or flashing parts and any illumination shall be in compliance with § 151.031;

(d) The sign or device is permanently fixed to the land or to a building or structure;

(e) The sign or device is not a billboard and is associated with the principal use of the land; and

(f) Section 151.083 is complied with.

(E) Lot area requirements. No lot, tract, or parcel of land wholly or partly within a RSM District shall hereafter be divided in any manner, unless:

(1) The average size of each and every lot, tract, or parcel of land so created will have a minimum area of 1.10 acres, provided that in no event shall any lot, tract, or parcel of land so created have a minimum area of less than 1 acre;

(2) In determining and calculating average sizes:

(a) No more than 3 acres of any lot, tract, or parcel of land so created shall be considered and figured; and

(b) Those bodies of water known as Black Lake, Charley Lake, Deep Lake, Gilfillan Lake, Pleasant Lake, and Wilkinson Lake, DNR protected wetlands and VLAWMO designated wetlands shall be excluded.

(3) The lot meets the definitions of a suitable site and a usable area as defined in this chapter.

(F) Setbacks. The setback requirements of the Residential Single-Family Low Density District in § 151.050(F) shall apply and govern.

(G) Building heights. The building height requirements of the Residential Single-Family Low Density District in § 151.050(G) shall apply and govern.

(H) Floor area ratio. For lots where the combined square footage of all buildings thereon exceed 4,000 square feet, then the combined total floor area ratio (FAR) of all buildings on such lots shall not exceed 0.12.
(Ord. 94, § 7.7, passed 2-11-1999; Am. Ord. passed 11-24-1999; Am. Ord. passed 7-24-2001; Am. Ord. passed 10-22-2002; Am. Ord. passed 4-1-2003; Am. Ord. passed 12-23-2003; Am. Ord. 94-G, passed 12-8-2005; Am. Ord. 148 passed 10-12-2023; Am. Ord. 150 passed 9-12-2024) Penalty, see § 10.99

§ 151.052 RMM - RESIDENTIAL MULTI-FAMILY MEDIUM DENSITY DISTRICT.

(A) Purpose. This District is established to provide for medium density attached residential dwellings and directly related complimentary uses compatible with the natural environment and conforming to the level of services available and to provide the community facilities as will enhance the quality of the area.

(B) Permitted uses. The following uses shall be permitted:

(1) All uses that are permitted uses in the Residential Single-Family Medium Density District in § 151.051(B);

(2) A planned residential development with townhouse dwellings; and

(3) A planned unit development (PUD) with single-family detached dwellings and townhouse dwellings.

(C) Permitted accessory uses. All uses that are permitted accessory uses in the Residential Single-Family Medium Density District in § 151.051(C).

(D) Conditional uses. The following conditional uses may be permitted, but only after securing a conditional use permit in accordance with § 151.076: all uses that are permitted conditional uses in the Residential Single-Family Medium Density District in § 151.051(D), except for Electronic Message Center Signs which are not permitted.

(E) Lot area requirements. No lot, tract, or parcel of land wholly or partly within a RMM District shall hereafter be divided in any manner, unless:

(1) The average size of each and every lot created as a single-family detached residential dwelling conforms with the requirements of § 151.051(E);

(2) If developed as a PRD or PUD, the lots shall conform to the requirements of §§ 151.055 or 151.056 and the current Comprehensive Plan; and

July Month in Review

July 2026

Rehder Forestry Consulting

- Provided homeowner advice to residents with tree questions at 41 N Oaks Rd, 27 S. Deep Lake Rd, 28 Raven Rd, 8 Sandpiper Ln, 69 E. Pleasant Lake Rd, Golf Course, 33 E. Pleasant Lake Rd, 24 Red Fox Rd, 12 Cottonwood Ln.
- Approved tree care vendors to be added to the arborist list.
- The tree inspectors have been busy canvassing the city looking for Oak wilt sites and educating homeowners on their options and strategies for mitigation.
- We inform residents about Operation Clearview when conducting homeowner calls and respond to calls with a knock on the door, and if necessary, a doorhanger.
- We continue to respond to and inspect for trees of concern and work with residents to abate the issue. We also follow up on these calls for compliance.