

**cityclerk@stacymn.org**

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**From:** Boyum, Dan <Dan.Boyum@stantec.com>  
**Sent:** Thursday, June 16, 2022 12:12 PM  
**To:** cityclerk@stacymn.org  
**Cc:** Carlson, Phil  
**Subject:** RE: Subdivision Review

Sharon – Phil and I discussed this again recently and wondered if there was a specific area of the subdivision ordinance that the planning commission wanted to concentrate on. I don't believe there was a specific problem area. I thought the planning commission is doing more of a broader review.

I looked at the subdivision ordinance to see if anything stood out as a definite area that needs changing or adjustment. I did not see something standing out. I know some communities have looked at their street, sidewalk, and alley requirements and made adjustments there in the last few years. In Stacy's situation, we also have the Engineering Design Standards that Chuck prepared a few years ago. Those standards gave pretty specific feedback to developers on specifications and materials they needed to use for new developments where streets and utilities would be turned back to the city for maintenance, ownership, and control.

#### Thoughts

1. I don't see the Engineering Design Standards referenced in the code, and I know some communities feel it is easier to update that type of document versus the code when they want to make some changes. So wondering if that may be an item to reference in the code.
2. Wondering if there are specific sections that the Planning Commission may want us to concentrate on specifically.

I think if we can narrow down to an area, then Phil and I could concentrate on that section.

I will copy Phil too because he was going to look at the see if anything stood out to him on the subdivision ordinance.

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**From:** cityclerk@stacymn.org <cityclerk@stacymn.org>  
**Sent:** Thursday, June 16, 2022 11:21 AM  
**To:** Carlson, Phil <Phil.Carlson@stantec.com>; Boyum, Dan <Dan.Boyum@stantec.com>  
**Subject:** Subdivision Review

Hi,  
I'm assuming you have not had an opportunity to review the subdivision city code section; should I move this to next month?

Thank you.

Sharon MT Payne, City Clerk

30955 Forest Blvd

Stacy, MN 55079

651-462-4486, 651-605-1851 Cell

Hours: Monday, Wednesday, Thursday 9-5, Tuesday 11-7, Closed on Friday





## Agenda Memo

**TO:** City Council

**FROM:** Sharon Payne – City Clerk

**SUBJECT:** Chapter 151 – Subdivision Regulations and Park Dedication

**DATE:** March 15, 2022

### Background:

From the February 15, 2022, meeting:

Change made to definition of Boulevard: That part of the right-of-way not occupied by the street.

The park dedication fee requirement was discussed. The clerk was directed to send the Subdivision Regulations to the city planner, and engineer for their comments.

### Engineer/Planner response:

We can look at all this in more detail, but I can share what I know about the park dedication piece. The courts in Minnesota have ruled that park dedication must be based on an actual plan and costs, not just a percentage pulled out of the air or taken from another city. For instance, if the city has a study noting that we need to spend \$100,000 on park improvements and we anticipate 100 new units of housing, then the city would be fully justified to require a park dedication fee of \$1,000 per unit. Or maybe there is a plan that says the city needs 100 acres of park land and we anticipate 1,000 acres of new development; therefore, we can require 10% of the land to be dedicated as park. I don't know where the 10% for residential and 7.5% for commercial-industrial came from, but we need to have some sort of rough calculation on the record to justify the costs involved. Is there a park plan or even some very rough planning work that has been done in Stacy? If so, we could look at that and see how we can justify a number. Or if not, we could do some rough calculation and get it in front of the Planning Commission and City Council to adopt as the city's park standards.

Reviewing the entire subdivision code would be a bigger job. Let's look to the April 19<sup>th</sup> meeting for that.

### My Action:

The Park Plan has been given to the Park and Recreation Committee for their review. They began the review of the plan on March 8, 2022.