



NOTICE OF AGENDA

PLANNING COMMISSION MEETING

[City of Forest Lake - Link to Meeting Livestream](#)

Forest Lake City Center – Council Chambers
Forest Lake, Minnesota

February 25, 2026 – 6:00 PM

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve the Agenda (Action)
5. Open Forum - Citizen Petitions, Requests and Concerns: Please sign in at the front table. *The Open Forum is available for residents to express personal opinions for any item of business. Please limit your comments to three (3) minutes.*
6. Consent Agenda Considerations (Action Items)*
 - a. Approve Minutes from Regular Meeting of February 11, 2026

**Planning Commission may remove any item from the consent agenda for specific consideration.*
7. Regular Agenda (Action Items)
 - a. Public Hearing: Hidden Creek South
 - i. Preliminary Plat
 - ii. PUD Preliminary Plan
 - b. Public Hearing: Variance for Driveway Setback Reduction at 23375 Itasca Ave N
8. Discussion
9. Updates
10. Adjourn

*A quorum of the City Council is possible at all Board and Commission Meetings



Planning Commission

Regular Meeting

~ Minutes ~

1408 Lake Street South
Forest Lake, MN 55025
www.ci.forest-lake.mn.us

Wednesday, February 11, 2026

6:00 PM

City Center - Council Chamber

[City of Forest Lake - Livestream and Recorded Meetings](#)

1. Call to Order

The Meeting was called to order at 6:00 p.m.

2. Roll Call

Attendee Name	Title	Status	Arrived
Paul Girard	Commission Chair	Present	
Susan Young	Planning Commissioner	Present	
Andy Aplikowski	Planning Commissioner	Absent	
Don Stehler	Planning Commissioner	Present	
Corey Goodwin	Planning Commissioner	Present	
Jesse Wagner	Planning Commissioner	Present	
Tim Stender	Commission Vice-Chair	Present	

3. Oath of Office – Corey Goodwin

Chair Girard administered the oath of office for Corey Goodwin.

4. Election of Officers

Motion: Commissioner Young made a Motion to Nominate Paul Girard as the Commission Chair. Motion seconded by Commissioner Stehler. Motion carried 6-0.

Motion: Chair Girard made a Motion to Nominate Tim Stender as the Commission Vice-Chair. Motion seconded by Commissioner Wagner. Motion carried 6-0.

5. Pledge of Allegiance

6. Approve the Agenda

No comments on the Agenda.

Motion: Commissioner Stehler made a Motion to Approve the Agenda as presented. Motion seconded by Commissioner Stender. Motion carried 6-0.

7. Open Forum – Citizen Petitions, Requests, and Concerns

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None.

8. Consent Agenda Considerations (Action Items)*

a. Approve Planning Commission Meeting Minutes from January 28, 2026

No comments on the Consent Agenda.

Motion: Commissioner Wagner made a Motion to Approve Consent Agenda Item 5.a. Motion seconded by Commissioner Stender. Motion carried 5-0-1 (Goodwin abstained)

9. Regular Agenda (Action Items)

a. None

10. Discussion

a. Subdivision Ordinance Amendment – Infrastructure Phasing and Premature Subdivision Language

Community Development Director Wittman reviewed the proposed amendments to the Subdivision Ordinance, including those addressing Infrastructure Phasing and Premature Subdivision Language.

Commissioner Wagner asked if there was a farm on both sides of the road, and if the farm on the right would develop, the developing property would pay for the road improvements. Community Development Director Wittman answered that the City could assess cost on the other side of the road as well, but they could require that the developing property be required to build. She stated that they would allow for flexibility without requiring it.

Commissioner Young expressed challenges with the subdivision ordinance amendment because of previous occurrences. She stated that there would be more environmental damage over time if half of the road were built first. She asked why they needed to allow the phasing, rather than making developers accountable for the impact they would have.

Community Development Director Wittman discussed that the developments this summer did not need this amendment because they were not on collector roads. She stated that major collector roads were community roads, so they were asking developers to build infrastructure for the community. She clarified that the premature subdivision language already exists in the code, but they were moving it to a different section of the code. She stated that the infrastructure phasing would be a new tool that the City could use. She said the code indicated that a development shall be denied by the City Council if it is deemed premature and clarified the standards.



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Commissioner Young stated that some of the major collectors were listed in the Comprehensive Plan. She asked why other collectors were not listed. Community Development Director Wittman answered that they were setting the roads in the urban service area.

Commissioner Young expressed concerns about building something twice, or when a developer thinks the existing two-lane is sufficient. She expressed concerns about the financial implications for the City. She asked how the City would pursue the full build-out. Community Development Director Wittman discussed multiple scenarios, including a tipping capacity of the life span of the road.

Commissioner Young discussed the problems of assessment, since it would be adjacent properties.

Community Development Director Wittman said the City would look at each segment to consider the best option in the long run. She stated that the current policy places the burden on the initial developer.

Commissioner Stehler discussed difficulties with the policy because of the need for curbs and gutters, which would require a developer to tear up a portion of the road.

Commissioner Young said it would be better to require any collector road with development. She stated that cities do not consider infrastructure on a long-term basis.

Commissioner Stehler discussed the difficulties of requiring construction for future use. He suggested looking at the costs to transition from two lanes to four lanes to fairly split the costs.

Community Development Director Wittman said that the road would be built to the design specifications for a road basin. She reviewed the comments from the Economic Development Authority.

b. BOOST Initiative – Proposed Chapter 150

Assistant Community Development Director Gilmore introduced a draft Chapter 150 about Land Use and Development Administration. He reviewed the universal administrative framework for Chapter 150. He discussed what Chapter 150 would do and what it would not do.

Commissioner Young thought Chapter 150 and asked if they would have specific references. Assistant Community Development Director Gilmore answered that they would include references to make the code more navigable.

Assistant Community Development Director Gilmore stated he would hope to bring the language of the ordinance to a future meeting and then hold a Public Hearing at the following meeting. He stated that they defined phrases suggested at the last meeting, and the definitions were at the very end of Chapter 150. He discussed that the BOOST Initiative wanted to consider the cadence of authority and the processes.



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Commissioner Young asked if large signs were being used to advertise public meetings. Community Development Director Wittman said it was a requirement in the code for the developer to put up the signs, but they would need to review this requirement.

Commissioner Young discussed the difficulties with the development at Chestnut Creek. Community Development Director Wittman stated that other cities provide notification of subsequent actions in a phased development. She said that they could also require meetings during the subdivision platting process, as there are benefits to engaging the neighborhood early in the process. She stated they would be talking about the policy process with the City Council.

Commissioner Young discussed the need to consider how to engage neighborhoods without a neighborhood association.

Assistant Community Development Director Gilmore suggested considering alternative communication methods to connect with residents in a development as appropriate.

Chair Girard expressed the benefits of the signs to communicate with residents who do not use social media.

Commissioner Young stated that there should be a significant sign for residents to be able to read.

Assistant Community Development Director Gilmore asked for additional comments from the Planning Commission via email so they can incorporate the suggestions.

11. Updates

Community Development Director Wittman reviewed the transportation opportunities from TransitLink in Forest Lake. She discussed changes to the circulator program on Wednesday. She reviewed the low-interest program through the Washington County Development Authority. She stated that she could send the Planning Commission the Area Median Income. She said that there are dial-or-ride services that could bring residents anywhere in the metro area or locally on Tuesdays and Thursdays.

Assistant Community Development Director Gilmore said that the public comment period closed for Timm's Marina. He invited others to participate in the Rotary Polar Plunge.

Chair Girard noted that there would be training for Commissioner Goodwin.

12. Adjourn

Motion: Commissioner Stender made a Motion to Adjourn the meeting at 7:29 p.m. Motion seconded by Commissioner Wagner. Motion carried 6-0.

STAFF REPORT



MEETING DATE: February 25, 2026
TO: Planning Commission
STAFF ORIGINATOR: Steven Gilmore, AICP, Assistant Community Development Director
AGENDA ITEM: PUBLIC HEARING - Hidden Creek South Preliminary Plat and Planned Unit Development
60-Day Deadline: April 21, 2026

INTRODUCTION:

Headwaters Land Group, represented by Mr. John Dobbs, has submitted applications for a Preliminary Plat and Planned Unit Development (PUD) Amendment for Hidden Creek South. The subject property consists of approximately 56.52 gross acres located south of Headwaters Parkway within the Headwaters Master Planned Unit Development (PUD) area.

The applicant proposes 171 single-family detached residential lots, including a mix of 50-foot and 65-foot-wide lots, extension of Headwaters Parkway, construction of internal public streets, stormwater management facilities, and associated open space and parkland areas. Because the proposal includes 50-foot lots and reduced minimum lot sizes not currently permitted under the approved Headwaters Master PUD, a PUD Amendment is required concurrent with Preliminary Plat approval.

Because the proposal includes 50-foot-wide lots and reduced minimum lot sizes not currently permitted under the approved Headwaters Master PUD, a PUD Amendment is required concurrent with Preliminary Plat approval.

For Planning Commission consideration:

1. Hidden Creek South PUD Amendment
2. Hidden Creek South Preliminary Plat

A duly noticed public hearing has been scheduled in accordance with City Code.

ANALYSIS:

Project History

The Planning Commission reviewed the Concept Plan on March 12, 2025. The City Council reviewed the Concept Plan on March 24, 2025.

At that time, both bodies advised that:

- A PUD Amendment would be required to permit 50-foot lots.

- Stormwater pond areas cannot count toward park dedication.
- Headwaters Parkway functions as a Major Collector and must meet collector standards.
- Street design and driveway spacing must comply with City standards.
- Stormwater design must address off-site flow and regional drainage considerations.

Concept Plan review did not convey development rights; it provided preliminary direction for this formal Preliminary Plat and PUD Amendment application.

Land Use and Density

Zoning

The subject property is zoned MXR-1 Mixed Residential District and is located within the approved Headwaters Master Planned Unit Development (PUD)

Detached single-family residential is a permitted use within the MXR-1 District and is consistent with the land use framework established by the Headwaters Master PUD.

PUD Flexibilities Requested

The proposed development standards are summarized in the figure below. The applicant is seeking a PUD to permit flexibility for certain lots from the City’s requirements. The table below summarizes baseline MXR-1 standards, the approved Headwaters Master PUD standards, and the applicant’s proposed standards; areas where flexibility is requested beyond the original PUD approvals are shaded in blue, below:

	MXR-1 District	Headwaters Master PUD (Approved)	Hidden Creek South (Proposed)	
Minimum lot Size Detached Single-Family	7,500 SF	7,000 SF	6,325-7,000 SF	8,100-15,000 SF
Minimum Lot Width Detached Single-Family	65’	65’	50’	65’
Minimum Yard Setbacks				
Front:	25’	25’	25’	25’
Side (Interior):	7.5’	7.5’	7.5’	7.5’
Side (Corner):	25’	20’	25’	25’
Rear:	30’	30’	30’	30’

These adjustments are intended to support a more compact development pattern while maintaining the overall character and intent of the zoning district.

Aside from the requested lot width and size deviations, the proposed development remains consistent with the underlying MXR-1 District in terms of use and general single-family residential character.

Under City Code §153.087, the Planning Commission must evaluate whether the proposed PUD Amendment:

- Promotes efficient and effective use of land, open space, and public facilities.

- Preserves, enhances, and protects natural features.
- Encourages creative design while maintaining compatibility with surrounding properties.
- Advances the policies and standards of the Comprehensive Plan.
- Minimizes adverse impacts on adjacent properties.

The Commission must also determine whether sufficient public benefit exists to justify deviations from the approved Headwaters Master PUD standards.

Density and Comprehensive Plan Consistency

The applicant's Preliminary Plat identifies:

- Gross density: approximately 3.02 units per acre
- Net density: as provided in the submitted calculations

The 2040 Comprehensive Plan guides this area for Low-Medium Density Residential (3–6 units per acre).

The housing density of the proposed development is within the Comprehensive Plan's intended range.

Under City Code §152.074, the Planning Commission must review whether:

- The subdivision complies with the Comprehensive Plan and Zoning Code.
- The proposed streets, utilities, drainage, and stormwater systems are adequate.
- The site is physically suitable for development.
- The subdivision is not premature given infrastructure capacity.
- Appropriate easements and right-of-way are provided.

Public Utilities

Water and sanitary sewer service will be extended to serve the development in accordance with City standards. Final utility plans must be reviewed and approved by the City Engineer. Required MDH and MPCA permits will be obtained prior to construction, and coordination with existing drain tile systems shall be addressed in the final engineering plans.

Stormwater Management

The development proposes a new internal stormwater management system, with runoff directed to on-site ponds and associated drainage infrastructure. The system must comply with City standards, Rice Creek Watershed District (RCWD) requirements, and MPCA regulations.

The Preliminary Plat identifies two stormwater ponding areas: approximately 1.5 acres within proposed Outlot A and approximately 5.2 acres within proposed Outlot B. Stormwater ponding areas may not be credited toward parkland dedication, and stormwater facilities may not encumber previously dedicated parkland unless equivalent land area is provided. The proposed Outlot A pond partially encroaches into previously dedicated parkland to the north and must be resolved prior to Final Plat approval through pond redesign and/or provision of equivalent replacement parkland.

The City Engineer's February 4, 2026 memorandum identifies required revisions, including elimination of the proposed off-site bypass storm sewer along Headwaters Parkway, revision of internal drainage alignment, addressing overland drainage patterns and gutter spread, and coordination with existing drain tile systems. Stormwater storage within the Headwaters Parkway right-of-way is not permitted; accordingly, the southern stormwater system must be redesigned to provide fully on-site storage. The City Engineer has suggested incorporating a temporary pond in the southwest portion of the western parcel in lieu of the proposed temporary cul-de-sac.

Environmentally Sensitive Land Impact

Protecting natural resources is an overarching goal of the 2040 Comprehensive Plan, including protecting sensitive areas such as soils, woodlands, natural courses, open spaces, and steep slopes. This development is consistent with that goal by minimizing impacts as follows:

100-yr Flood Plain: Not applicable. The site is not located within a mapped 100-year floodplain.

500-yr Flood Plain: Not applicable. The site is not located within a mapped 500-year floodplain.

Slopes: Not applicable. The site does not contain excessive or steep slopes that would restrict development.

Wetlands: The Preliminary Plat identifies two wetlands on the site, including approximately 0.40 acres located within proposed Outlot C and an additional wetland corridor along the western boundary of the development. These wetlands are being preserved as part of the overall subdivision layout.

Pursuant to § 152.091 of the City Code, wetlands and areas below the Ordinary High Water Level (OHWL) are excluded from net developable acreage calculations and may not be credited toward parkland dedication. As such, wetland areas within proposed park outlots cannot be counted toward the required 10% park dedication.

Final wetland delineation, buffer requirements, and any necessary permitting are subject to review and approval by the Rice Creek Watershed District (RCWD) prior to Final Plat approval. Wetland boundaries and required buffers shall be clearly identified on the Final Plat and incorporated into appropriate drainage and utility easements to ensure long-term compliance.

Approval of the Preliminary Plat is conditioned upon conformance with all applicable watershed district, state, and City wetland regulations.

Street Construction / Connectivity

The development is proposed with public streets. Street construction will be the responsibility of the developer, with dedication occurring at the time of Final Plat approval and acceptance by the City.

The applicant is requesting flexibility in roadway widths within portions of the development. Staff are supportive of Street D2 being constructed at 30 feet face-to-face to match the existing width of Ely Avenue North, as this provides continuity with the adjacent subdivision located

north of the western parcel of Hidden Creek South. Staff are also supportive of Street E2 being constructed at 30 feet face-to-face for internal consistency within that portion of the development.

However, staff do not support reduced roadway widths for the remainder of the proposed street network. All other streets must conform to City standards, including required right-of-way and pavement width requirements. Maintaining standard roadway widths is necessary to support public safety access, including fire apparatus access, snow removal operations, utility maintenance, and other essential City functions.

A condition of approval is recommended requiring conformance with the City Engineer's February 4, 2026 memo and all applicable City roadway design standards prior to Final Plat approval.

Trail / Sidewalk Connections

The Preliminary Plat proposes a trail along Headwaters Parkway consistent with the City's collector corridor and long-term trail planning objectives.

The applicant also illustrated a potential trail connection through the previously dedicated parkland. Staff does not support requiring a trail through the park at this time. As no park improvements are proposed with this Preliminary Plat, staff recommends retaining flexibility to design future park amenities and internal trail connections once a park plan is developed to best serve neighborhood and community needs.

Parking

Detached single family residential units require a minimum of two enclosed and two surface parking stalls per dwelling unit. The proposed development will meet this requirement. Driveways must be consistent with the City's Engineering Design Standards Manual.

Signage

No signs / sign easements are indicated on the preliminary plat.

Woodland Preservation / Tree Mitigation

The two parcels comprising Hidden Creek South were historically utilized as agricultural farmland. As a result, the site contains minimal existing woodland coverage.

A small section of existing woodlands is located along the western side of the western parcel, generally associated with the wetland corridor in that area. The current Preliminary Plat preserves this wooded wetland area as part of the overall subdivision layout.

Given the limited wooded areas on site and the preservation of the existing wetland-associated woodlands, the proposed development is consistent with the City's woodland preservation standards. Any tree removals necessary for grading and infrastructure installation will occur primarily within previously cultivated agricultural areas.

The proposal complies with applicable City ordinance requirements related to woodland preservation and tree mitigation.

Landscaping Requirements

The City Code establishes residential landscaping requirements in section 153.135 for single-family residential properties. Those requirements are for the builder or property owner to install:

- 4 trees per residential lot and
- Established grass/groundcover within six (6) months after the issuance of occupancy.

A plan has been provided which depicts 4 trees per lot. This plan will require revisions to remove the landscaping proposed in the City's right-of-way and drainage and utility easements as identified in the City Engineer's February 4, 2026 letter.

Parkland Dedication

In accordance with § 152.091 of the City Code, residential subdivisions are required to dedicate 10% of the net developable area for parkland, trails, or public open space. The Hidden Creek South Preliminary Plat includes approximately 56.52 gross acres. Based on preliminary estimates, and accounting for wetlands on site, the net developable area is anticipated to be approximately 55.5 acres. Based on this estimated net area, the parkland dedication requirement would be approximately 5.55 acres.

The Preliminary Plat identifies Outlot A (3.22 acres) and Outlot C (0.88 acres) for park purposes. However, portions of these outlots include approximately 1.5 acres of stormwater ponding and approximately 0.40 acres of wetland area, which may not be credited toward park dedication under § 152.091. After excluding these areas, the net usable parkland is approximately 2.2 acres.

The applicant proposes to dedicate approximately 2.5 acres of land and satisfy the remaining parkland dedication obligation through a cash contribution. Final park dedication calculations will be confirmed at the time of Final Plat approval and may be satisfied through land dedication, cash in lieu of land, or a combination thereof, as determined by the City Council. No park improvements are proposed at this time.

Phasing Plan

The Applicant has not indicated that the proposed development will be constructed in multiple phases.

The applicant has requested issuance of an early grading permit upon Preliminary Plat approval. Staff are supportive, provided a detailed grading phasing plan is submitted and approved by both the City and the Rice Creek Watershed District prior to issuance of any grading permit to verify proper management of off-site water flowage.

Review Comments

City Engineer – City Engineer Ryan Goodman provided a memorandum dated February 4, 2026 identifying required revisions to the civil plans. Staff recommend approval conditioned upon full compliance with this memo. Key items include:

- Stormwater may not be stored within the Headwaters Parkway right-of-way. The southern stormwater system on the western parcel must be redesigned for on-site storage, either through necessary easements or a temporary pond in the southwest portion of the parcel.
- Removal of the proposed bypass storm sewer along Headwaters Parkway and revision of internal drainage alignment.
- All streets must meet City standards, except Street D2 and Street E2, which staff support at 30 feet face-to-face. Staff do not support reduced widths elsewhere, including Street B2.
- Water and sewer extensions must meet City standards and obtain required state permits.

Approval is recommended subject to conformance with the February 4, 2026 Engineering Memo and applicable regulatory requirements.

Fire Chief – Fire Chief Alan Newman did not raise specific concerns but noted that street widths must meet City standards to support emergency response access.

Building Department – Building Official Jason Wagner did not have comments on this Development.

Public Works – Director of Public Works Dave Adams did not provide additional comments beyond those addressed in the City Engineer’s memorandum.

Rice Creek Watershed – RCWD received a complete permit application on January 23, 2026 and has completed a limited review. RCWD indicated that rerouting southern drainage west may be acceptable, subject to rate control, no adverse impacts, and compliance with bounce and inundation criteria. Review has been paused pending revised stormwater plans.

Planning Commission - On February 18, 2026, the Parks and Recreation Commission reviewed the application and recommended that the City Council accept a combination of land dedication and fee-in-lieu to satisfy the City’s 10% parkland dedication requirement under §152.091. The applicant proposes to dedicate approximately 2.5 acres of land, with the remaining obligation satisfied through a cash contribution.

Public Hearing and Neighborhood Meeting

A public hearing notice has been posted and mailed in advance of the Planning Commission meeting as required by the City’s ordinance and state statute. At the time of writing, no public comments have been received.

A neighborhood meeting was held at Forest Lake City Hall on February 11, 2026 at Forest Lake City Hall. The Applicant was present to address questions from property owners from the area surrounding this proposed development.

RECOMMENDATION:

Staff recommends that the Planning Commission review the Preliminary Plat and PUD Amendment requests, conduct a public hearing, and discuss the proposal in relation to the enclosed Findings of Fact.

PUD Amendment – Findings of Fact

1. The PUD is consistent with the City’s adopted 2040 Comprehensive Plan.
2. The proposed land use is consistent with the City’s Subdivision and Zoning ordinances.
3. The proposed PUD plan is consistent with the Headwaters Master PUD and provides uniform lots, circulation, landscaping, open spaces, and public infrastructure.
4. The proposed PUD plan is compatible with the existing and planned surrounding context.
5. The proposed PUD plan will not negatively impact the health, safety, and general welfare of the surrounding area.
6. The proposed PUD plan will not create an unmitigated burden on parks, schools, streets or other public facilities.
7. The proposed PUD plan will not negatively impact environmental quality, property values, scenic views, and reasonable enjoyment of the surrounding area.
8. The requested flexibilities to city code are justified by the design of the proposed development.

Preliminary Plat – Findings of Fact

1. The proposed project is consistent with the City’s adopted 2040 Comprehensive Plan.
2. The proposed project does not meet conditions for establishing a premature subdivision in section 152.074(B) of the City’s subdivision ordinance.
3. The proposed project does not meet the criteria for denial in section 152.074 (C) of the City’s subdivision ordinance.
4. The proposed project, while incorporating approved PUD flexibilities, is otherwise consistent with applicable City zoning, subdivision, land use, design, and engineering standards.

Upon discussion, the Planning Commission shall make a recommendation to the City Council.

Staff recommends that the Planning Commission **move to recommend City Council approval of the Hidden Creek South Preliminary Plat and Planned Unit Development Amendment, subject to the following conditions:**

Conditions of Approval

Prior to the City finding any application for Final Plat and Final PUD complete, the applicant shall submit revised plans and documentation addressing the following:

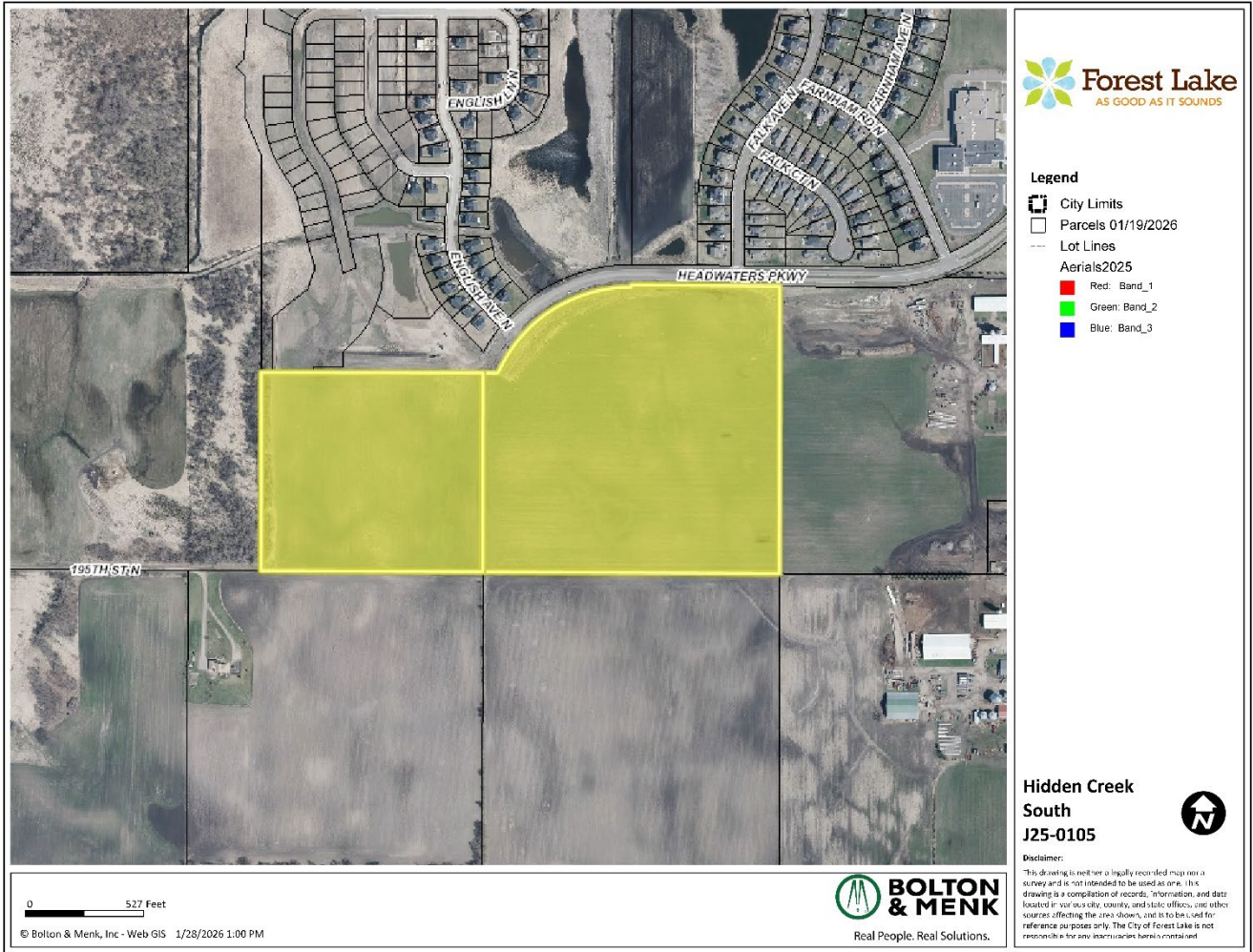
1. Revised civil plans addressing all comments contained in the City Engineer’s February 4, 2026 memorandum, as may be subsequently revised, to the satisfaction of the City.

2. Revised stormwater plans demonstrating that stormwater is not stored within the Headwaters Parkway right-of-way.
3. Revised stormwater design for the southern system on the western parcel providing fully on-site storage through easement acquisition or incorporation of a temporary pond in the southwest portion of the parcel.
4. Revised plans eliminating stormwater encroachment into previously dedicated parkland or demonstrating equivalent replacement parkland.
5. A copy of an approved Rice Creek Watershed District (RCWD) permit for the project.
6. Revised street plans conforming to City standards, except Street D2 and Street E2, which may be constructed at 30 feet face-to-face.
7. Final utility plans for review by the City Engineer.
8. Documentation of approved wetland delineation and required buffers from RCWD, reflected on the Final Plat.
9. Revised landscaping plans removing landscaping from City right-of-way and drainage and utility easements.
10. Documentation necessary for the City to determine final park dedication requirements and fair market value of any cash fee in lieu of land dedication pursuant to §152.091.
11. In the event the applicant elects to conduct mass grading prior to Final Plat approval, the applicant shall execute a Mass Grading Agreement with the City and provide all required financial guarantees. Issuance of any grading permit shall be contingent upon approval of a detailed grading phasing plan by both the City and the Rice Creek Watershed District.
12. The Final Plat shall include all necessary public right-of-way and easements required for approval. Submittal materials shall include any required surveys and legal descriptions for proposed easements. The applicant/developer shall be responsible, at their sole expense, for installation of all required right-of-way improvements.

ATTACHMENTS:

1. Site Location Map
2. Project Narrative (Amended 1/12/26)
3. Hidden Creek South Preliminary Plat
4. Hidden Creek South Preliminary Plans
5. City Engineer Memorandum – February 4, 2026

Site Location Map



Project Narrative (Amended 1/12/2026)

Introduction: The Hidden Creek South Subdivision is a planned single-family home development located in Forest Lake, Minnesota. This thoughtfully designed neighborhood aims to balance affordability and environmental stewardship, providing attainable housing while preserving the natural beauty of the area. Spanning approximately 57 acres, the development consists of 171 single-family lots, integrating with the natural surroundings and following the city's Planned Unit Development (PUD) standards.

Property: The property consists of approximately 57 gross acres. The site is generally flat with pasture and wetlands. The neighborhood project area is bounded by Headwaters Parkway to the north, farmland to the south, single-family residences to the north, and vacant land to the west.

Proposed Sketch Plan Development Overview:

- **Lot Standards:**
 - Minimum Lot Width: 50 feet and 65 feet
 - Minimum Lot Area: 6,325 to 7,000 square feet / 8,100 to 15,000 square feet
 - Front Setback: 25 feet
 - Side Setback: 7.5 feet
 - Rear Setback: 30 feet
- **Density:**
 - Gross Density: 3.02 units/acre
- **Open Space:**
 - Approximately 6 acres of open space featuring water elements, including ponds and wetlands. These water features not only enhance the aesthetic appeal of the community but also serve important environmental purposes such as stormwater management and habitat preservation. Additionally, they create opportunities for recreational amenities, such as walking trails / sidewalks and, fostering a sense of community and connection to nature.
- **Access and Connectivity:**
 - Three main access points along Headwaters Parkway.
 - Four additional road stubs proposed for future connection.
 - A trail system contemplated surrounding the neighborhood (exact location to be determined) that connects with the existing trail system.

Compliance with PUD Criteria:

- **Alignment with the City's Comprehensive Plan:** The subdivision's density is generally meeting the comprehensive plan's PUD designations.
- **Enhanced Site Design:** The PUD flexibility allows the density while increasing the lot setbacks and average lot sizes relative to the neighboring Hidden Creek residential subdivision.
- **Preservation of Natural Features:** The design preserves existing wetlands, incorporating them into the community's open spaces and water features.
- **Infrastructure Efficiency:** The development supports the improvement of Headwaters Parkway and aligning with local traffic needs. It will also create connections from surrounding neighborhoods.

PUD Sketch Plan Design Qualities:

- The plan achieves efficiency in the design of streets and utilities. It also preserves natural wetland areas to achieve enhanced elements of design.
- The plan provides convenient and safe access for vehicles and pedestrians, providing a variety of activities for future homeowners.
- The plan provides a buffer between different uses of adjacent properties and roadways.
- Landscaping packages for each lot/home will complement the overall design and contribute toward an overall landscaping theme.
- The plan preserves usable space on individual lots or through open space within and around the perimeter of the development.
- The plan provides an attractive streetscape using road design with a slight bend that helps provide safety and traffic calming features.
- The proposed homes demonstrate quality architectural design that meets the buyers' needs within the Minnesota market.

Housing Product Design Features: The Liberty homes (50' lots / 35' wide product) for in the subdivision will reflect a variety of architectural styles, such as Craftsman, Colonial, and Modern Farmhouse designs, ensuring visual diversity and appeal. Please refer to the house elevation plans previously submitted to the city for review of the unique designs and details. Proposed home designs include:

- **Barrett Model:** 1,719 sq. ft. with a 523 sq. ft. garage.
- **Becker Model:** 2,087 sq. ft. with a 555 sq. ft. garage.
- **Biscay Model:** 2,425 sq. ft. with a 555 sq. ft. garage.
- **Brookston Model:** 2,824 sq. ft. with a 555 sq. ft. garage.
- **Baxter-5' bump Model:** 1,603 Sq. ft. with a 553 sq. ft. garage
- **Archer-5' bump Model:** 1,196 sq. ft. with a 564 sq. ft. garage
- **Camden V-5' bump Model:** 1,373 sq. ft. with a 564 sq. ft. garage
- **Camden IV-5' bump Model:** 980 sq. ft. with a 513 sq. ft. garage

Conclusion: This PUD request aligns with the city's vision and standards, promoting responsible growth while addressing the community's need for attainable

housing. By balancing thoughtful design with environmental preservation, the proposal ensures long-term benefits for both residents and the broader city of Forest Lake. Our plan deviates from certain lot standard codes to provide a single-family housing product that meets the intent of the design standards while remaining attainable to a diverse range of buyers. Therefore Phasing and units counts will fluctuate based on market conditions/costs and absorption.

With the addition of this neighborhood and the associated road infrastructure being required by the City, the Hidden Creek development will necessitate City participation in the construction of the collector roadway known as **Headwaters Parkway**.

This roadway cannot be utilized for residential driveways, has limited access points, and is designed with speeds and characteristics that exceed those typical for neighborhood streets. As such, it functions as a broader transportation facility rather than a local street serving only the development.

Accordingly, we propose that the City participate in **one-third (1/3) of all costs associated with the design and construction of Headwaters Parkway, Soft and Hard costs.**

Attached is a cost-participation formula that I previously worked on with the City of Ramsey to address a similar situation. The format and work product were developed through a collaborative process involving landowners, developers, and the City. For reference, Bolton & Menk served as the City of Ramsey's consulting engineers and were directly involved in that process as well.

We believe this precedent provides a reasonable and equitable framework for addressing the shared benefits and responsibilities associated with the construction of Headwaters Parkway, and we look forward to discussing this further.

We are excited to propose this newest neighborhood in Forest Lake in 2026 and look forward to working with the city as we move forward.

Sincerely,

Headwaters Land group

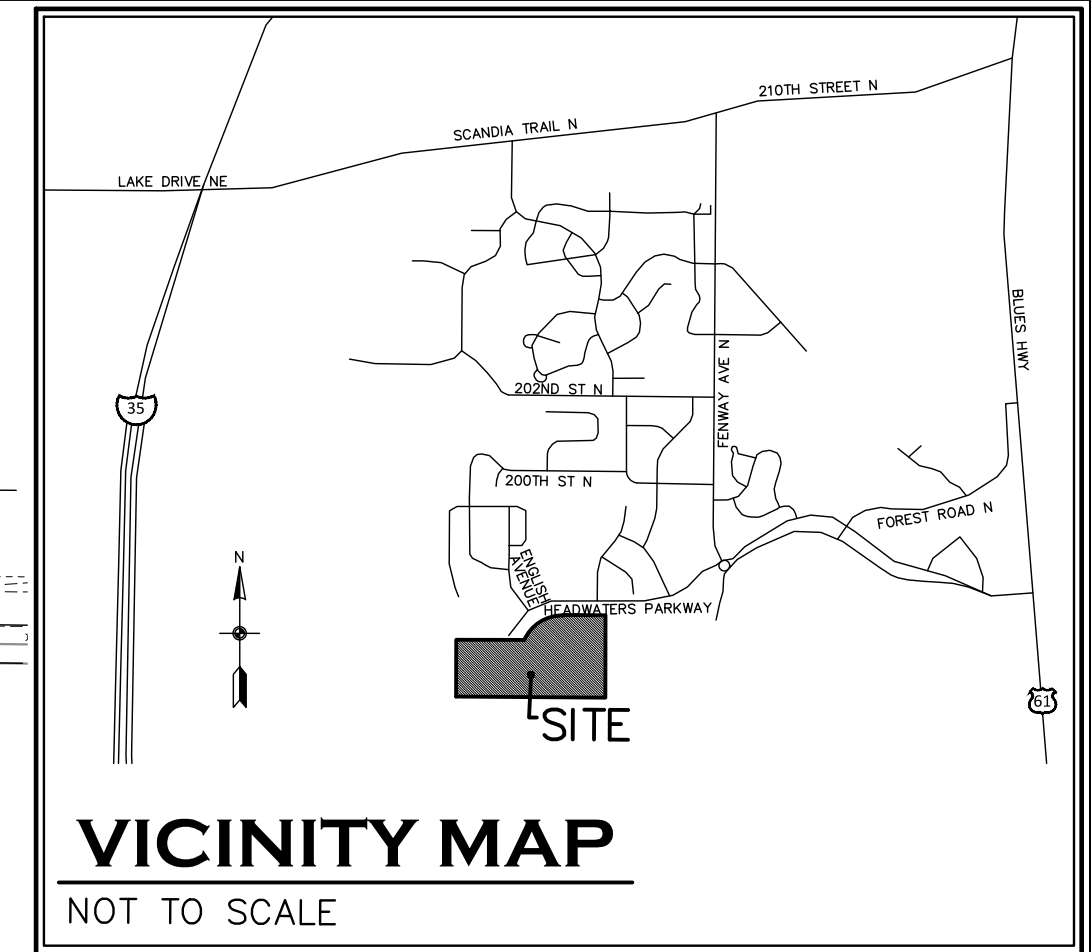
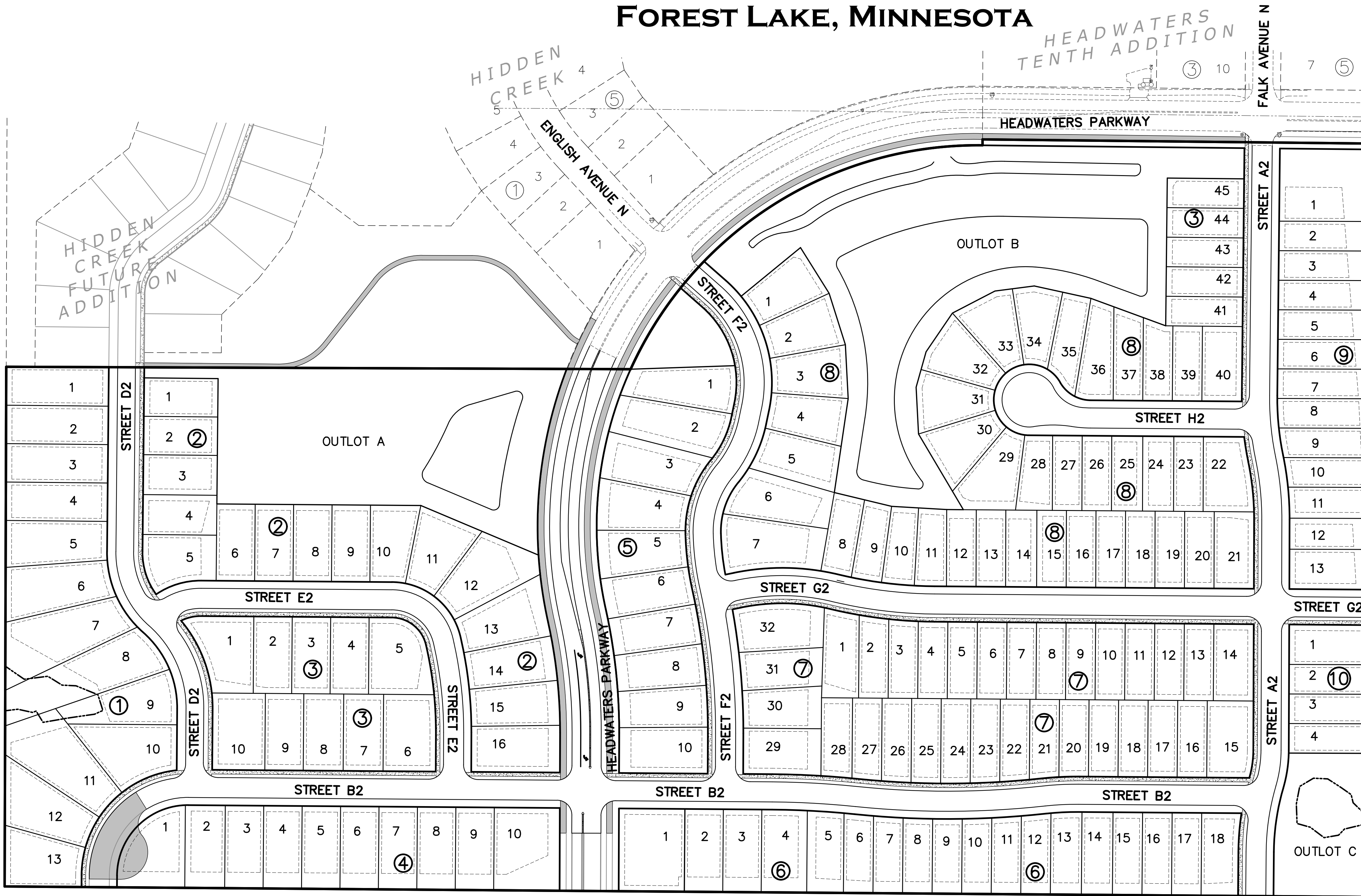
John Dobbs

Capstone Homes

Tom **Bakritges**

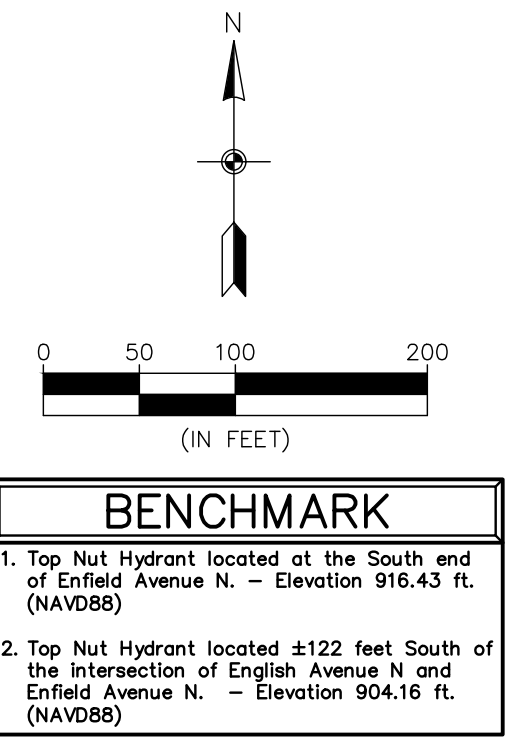
HIDDEN CREEK SOUTH

FOREST LAKE, MINNESOTA



SHEET INDEX

1. COVER
2. EXISTING CONDITIONS
3. PRELIMINARY PLAT INDEX
- 4-6. PRELIMINARY PLAT
7. PRELIMINARY SITE & UTILITY PLAN
8. PRELIMINARY SITE & UTILITY PLAN (HEADWATERS PRWY)
9. PRELIMINARY GRADING INDEX
- 10-13. PRELIMINARY GRADING & EROSION CONTROL PLANS
- 14-15. DETAILS
- L1-L5. LANDSCAPE PLANS
- T1. WOODLAND PRESERVATION PLAN



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Know what's below.
Call before you dig.

The subsurface utility information shown on this plan is utility Quality Level D. This quality level was determined according to the guidelines of OJASCE 38-02, entitled "Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data."

PROPERTY DESCRIPTION: (Per Title Commitment File No. 722092, dated October 13, 2025 at 7:00 A.M. prepared by Land Title, Inc., issuing agent for First American Title Insurance Company)

The East 30 Acres of the Southeast Quarter of the Northwest Quarter of Section 30, Township 32, Range 21, Washington County, Minnesota, except the North 10 acres thereof.

AND

The Southwest Quarter of the Northeast Quarter, Section 30, Township 32, Range 21, Washington County, Minnesota, excepting therefrom that part lying northerly and northwesterly of the following described line:

Commencing at the southwest corner of HEADWATERS TENTH ADDITION, said Washington County, thence South 00 degrees 11 minutes 12 seconds West, assumed bearing along the east line of the West Half of said Southwest Quarter of the Northeast Quarter, 10.00 feet to the point of beginning of the line to be described; thence North 89 degrees 23 minutes 18 seconds West, 0.74 feet; thence westerly and southwesterly along a tangential curve concave to the southeast a distance of 745.70 feet to the easterly extension of the south line of the North 10 acres of the East 30 acres of the Southeast Quarter of the Northwest Quarter of said Section 30, said curve having a radius of 645.00 feet and a central angle of 66 degrees 14 minutes 28 seconds; thence North 89 degrees 46 minutes 47 seconds West, along said south line, 67.53 feet, more or less, to the west line of said West Half of the Southwest Quarter of the Northeast Quarter, and said line there terminating.

ALSO EXCEPT

That part of said Southwest Quarter of the Northeast Quarter, described as follows:

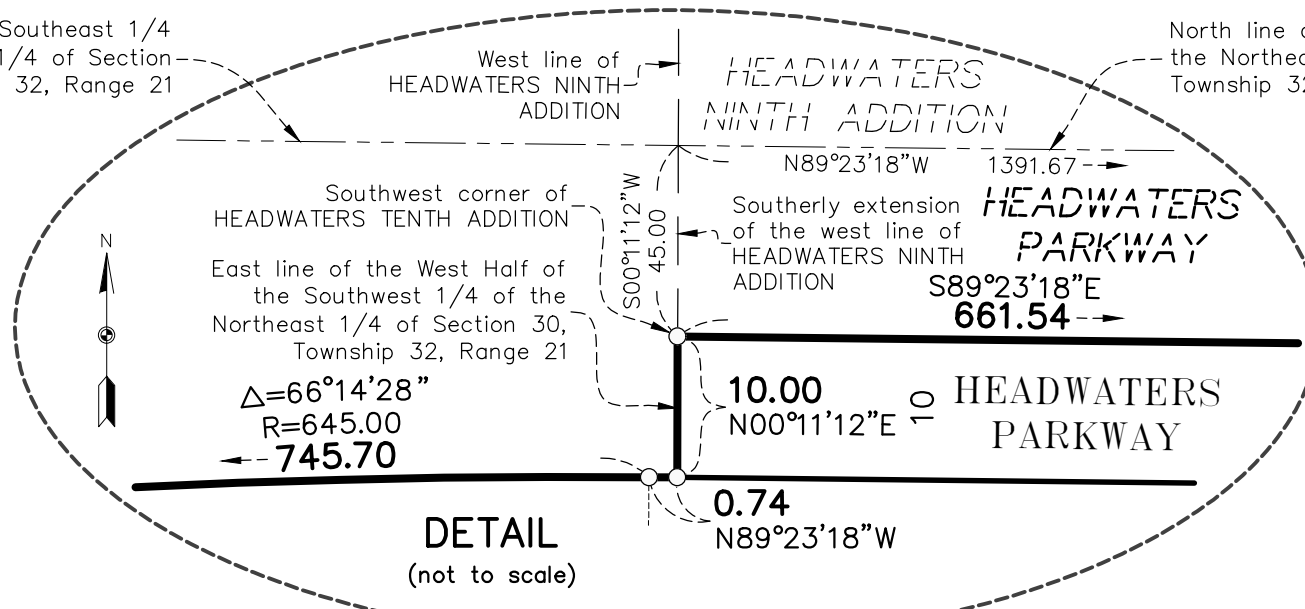
Commencing at the southeast corner of the South One-half of the Northeast Quarter of said Section 30; thence North 00 degrees 12 minutes 59 seconds East, assumed bearing along the east line of said South One-half of the Northeast Quarter, 1315.87 feet to the north line of said South One-half of the Northeast Quarter; thence North 89 degrees 23 minutes 18 seconds West, along said north line, 592.95 feet to the point of beginning; thence continuing along said north line North 89 degrees 23 minutes 18 seconds West, 1391.67 feet to the west line of said HEADWATERS NINTH ADDITION; thence South 00 degrees 11 minutes 12 seconds West, along the southerly extension of said west line, 45.00 feet; thence South 89 degrees 23 minutes 18 seconds East, 1119.26 feet; thence northeasterly along a tangential curve concave to the northwest having a central angle of 18 degrees 46 minutes 58 seconds, a radius of 845.00 feet for an arc distance of 277.01 feet to said north line of the South One-half of the Northeast Quarter and also being the point of beginning.

Abstract Property

GENERAL NOTES:

1) Bearings shown are based on the South line of the SW 1/4 of the NE 1/4 of Section 30, Township 32, Range 21, Washington County, Minnesota, which is assumed to bear N89°33'31"W.

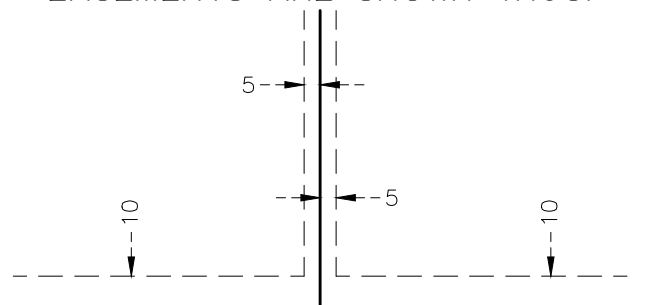
North line of the Southeast 1/4 of the Northwest 1/4 of Section 30, Township 32, Range 21



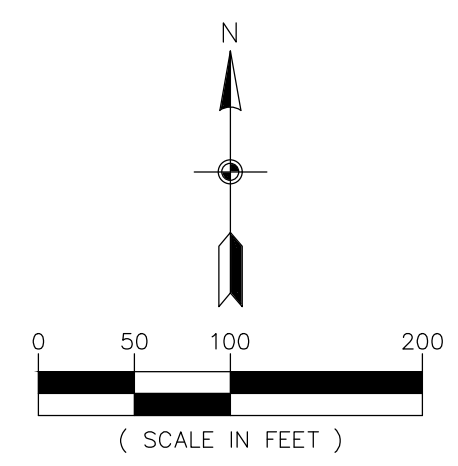
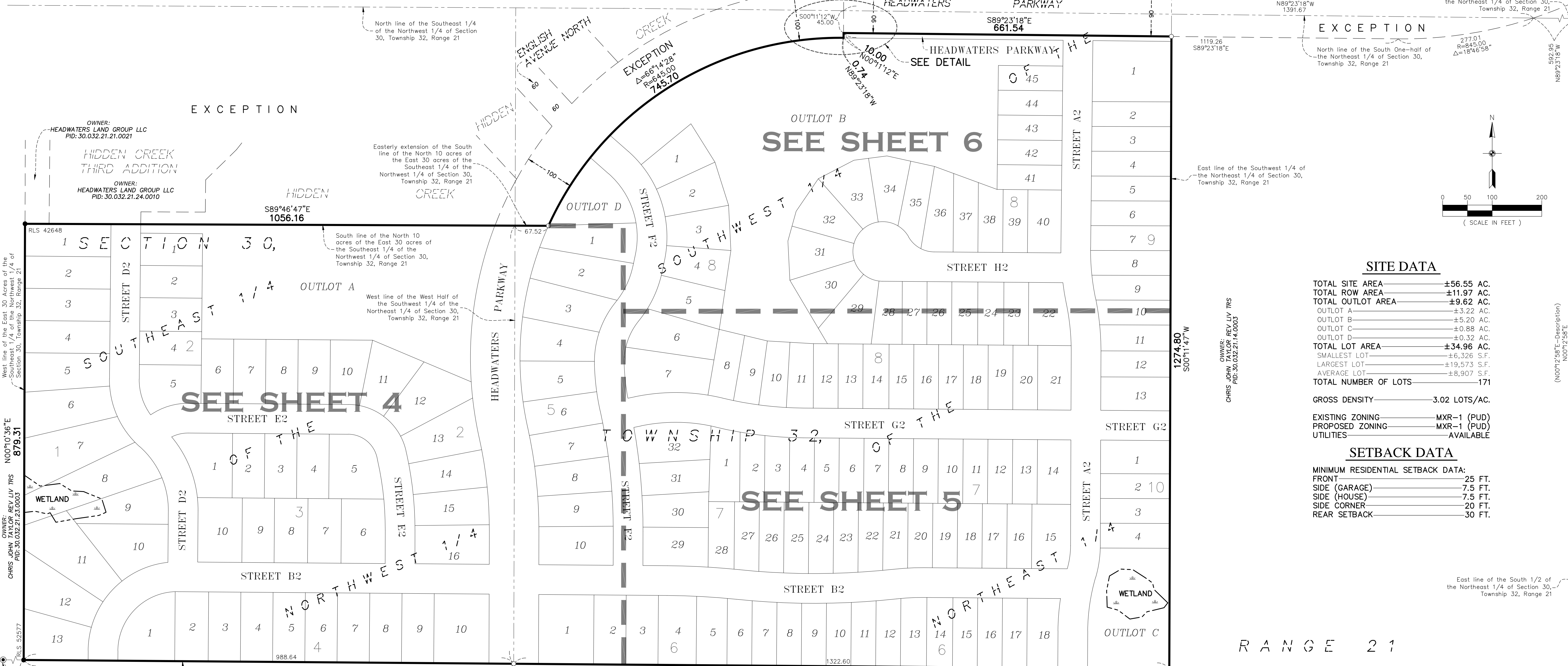
LEGEND

- - Denotes Washington County Section Monument, as noted
- - Denotes Found Iron Monument, as noted
- - Denotes 5/8 inch by 14 inch rebar marked with RLS 40361
- ▭ - Denotes Wetlands delineated by Earth Science Associates, Inc. in 2025

PROPOSED DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



being 5 feet in width, and adjoining side lot lines, and 10 feet in width and adjoining right of way lines and rear lot lines unless otherwise shown on this plat.



SITE DATA

TOTAL SITE AREA	±56.55 AC.
TOTAL ROW AREA	±11.97 AC.
TOTAL OUTLOT AREA	±9.62 AC.
OUTLOT A	±3.22 AC.
OUTLOT B	±5.20 AC.
OUTLOT C	±0.88 AC.
OUTLOT D	±0.32 AC.
TOTAL LOT AREA	±34.96 AC.
SMALLEST LOT	±6,326 S.F.
LARGEST LOT	±19,573 S.F.
AVERAGE LOT	±8,907 S.F.
TOTAL NUMBER OF LOTS	171
GROSS DENSITY	3.02 LOTS/AC.
EXISTING ZONING	MXR-1 (PUD)
PROPOSED ZONING	MXR-1 (PUD)
UTILITIES	AVAILABLE

SETBACK DATA

MINIMUM RESIDENTIAL SETBACK DATA:

FRONT	25 FT.
SIDE (GARAGE)	7.5 FT.
SIDE (HOUSE)	7.5 FT.
SIDE CORNER	20 FT.
REAR SETBACK	30 FT.

1624.07 N89°33'31"W West 1/4 corner of Section 30, Township 32, Range 21 (cast iron monument)

South line of the Southeast 1/4 of the Northwest 1/4 of Section 30, Township 32, Range 21

Southwest corner of the Southwest 1/4 of the Northeast 1/4 of the Northeast 1/4 of Section 30, Township 32, Range 21

also, the Southeast corner of the Southwest 1/4 of the Northeast 1/4 of Section 30, Township 32, Range 21

OWNER: PATRICIA K CERNEY PID:30.032.21.31.0001

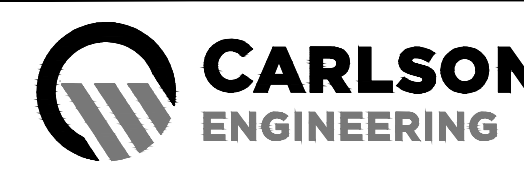
South line of the Southwest 1/4 of the Northeast 1/4 of Section 30, Township 32, Range 21

OWNER: REHBEIN PROP PID:30.032.21.42.0001

South line of the South 1/2 of the Northeast 1/4 of Section 30, Township 32, Range 21

OWNER: DANIEL L TAYLOR & BETTY A BENDER PID:30.032.21.41.0001

East line of the South 1/2 of the Northeast 1/4 of Section 30, Township 32, Range 21



3890 PHEASANT RIDGE DR NE
SUITE 100
BLAINE, MN 55449
TEL 763.489.7900
FAX 763.489.7959
CARLSON-ENGINEERING.COM

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

Print Name: Thomas R. Balluff, L.S.
Signature: *Thomas R. Balluff*
Date: 11/26/25 License #: 40361

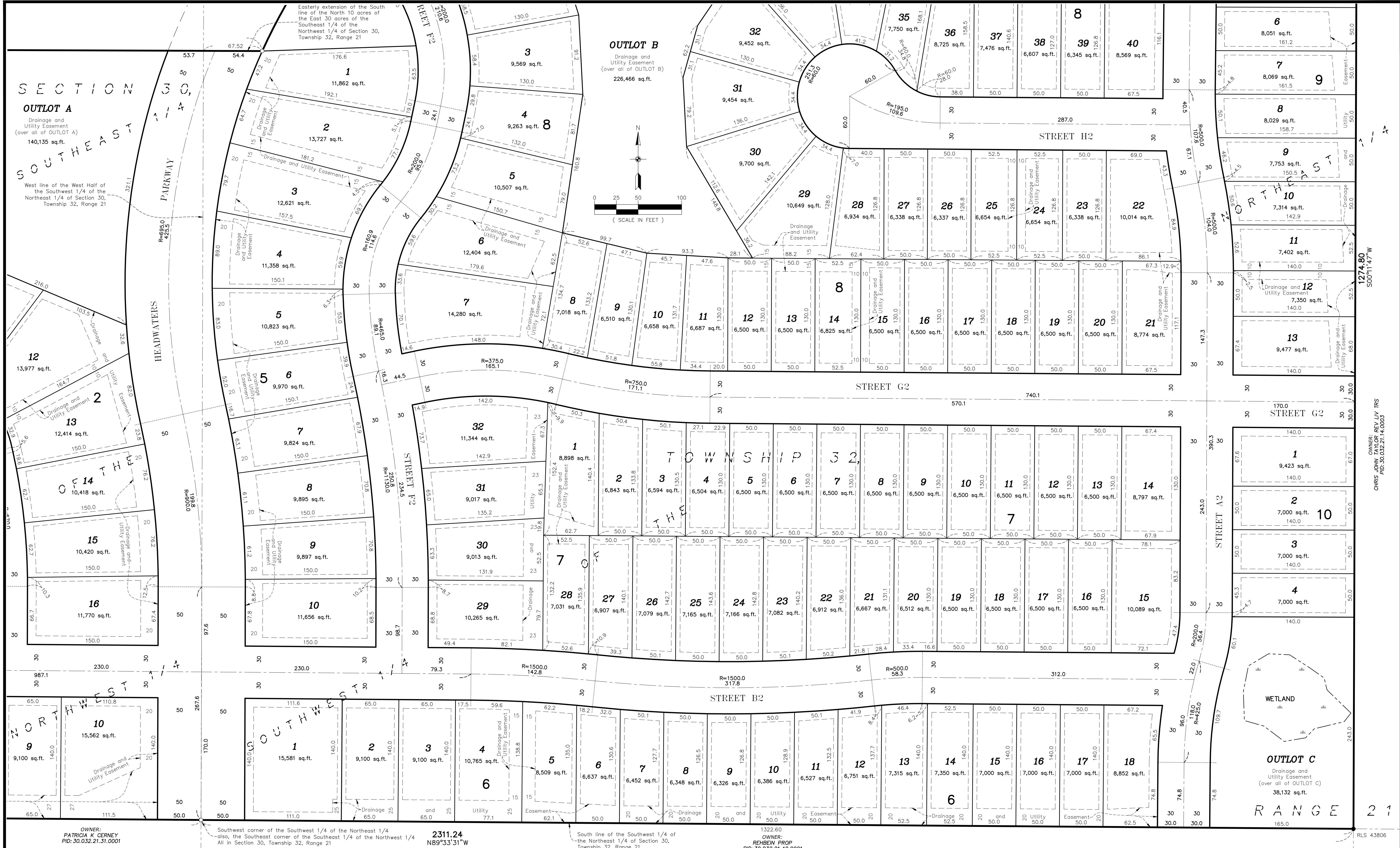
DRAWN BY: NPC
ISSUE DATE: 11/26/25
FILE NO: 2756

Revisions:

HEADWATERS LAND GROUP, LLC
6995 - 55th Street E.
Oakdale, MN 55128

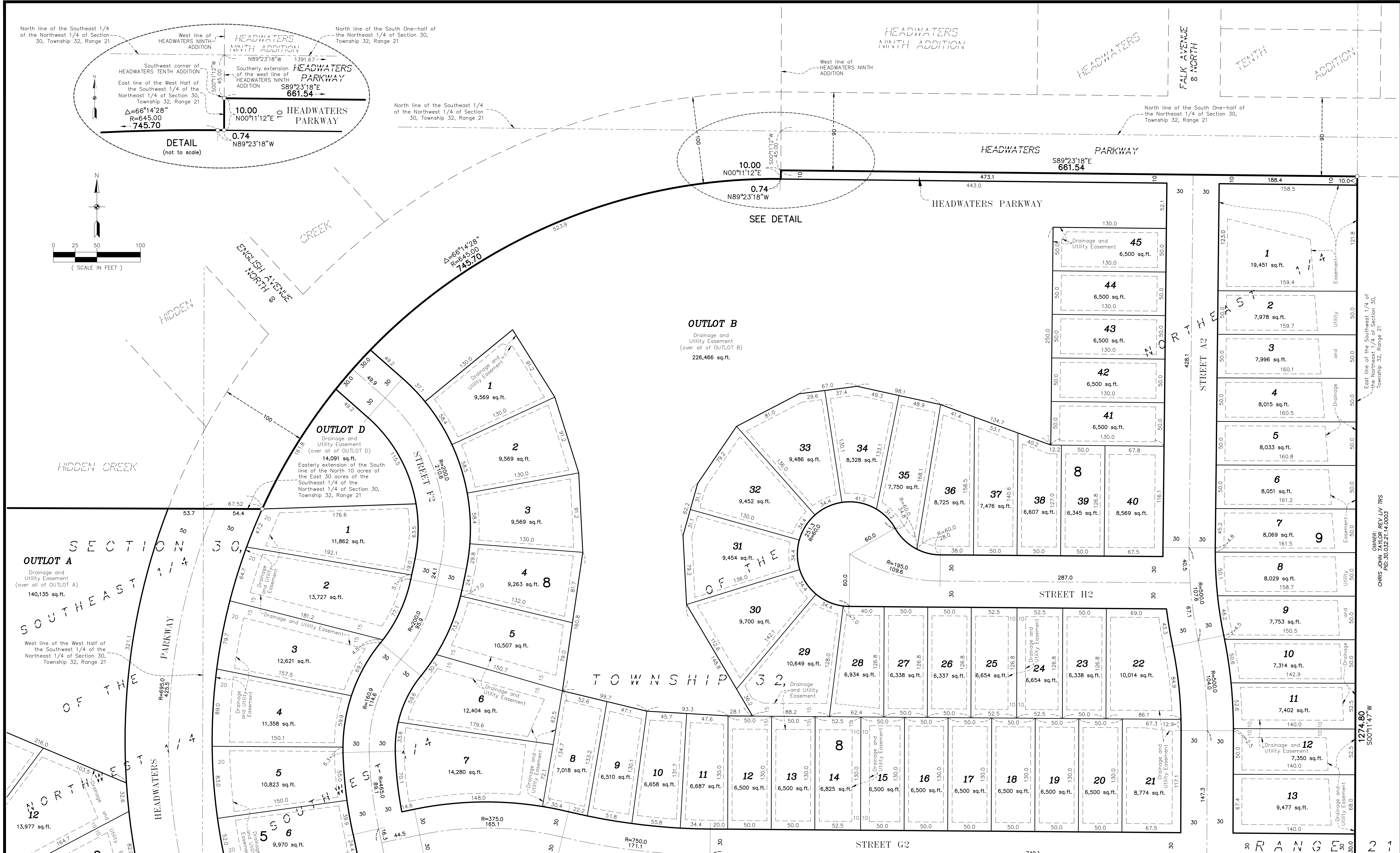
HIDDEN CREEK SOUTH
Forest Lake, Minnesota

PRELIMINARY PLAT INDEX



<p>CARLSON ENGINEERING ENGINEERING SURVEYING PLANNING</p> <p>3890 PHEASANT RIDGE DR NE SUITE 100 BLAINE, MN 55449 TEL 763.489.7900 FAX 763.489.7959 CARLSON-ENGINEERING.COM</p>	<p>I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota</p> <p>Print Name: Thomas R. Balluff, L.S. Signature: <i>Thomas R. Balluff</i> Date: 11/26/25 License #: 40361</p>	<p>DRAWN BY: NPC ISSUE DATE: 11/26/25 FILE NO: 2756</p>	<p>HEADWATERS LAND GROUP, LLC 6995 - 55th Street E. Oakdale, MN 55128</p>	<p>HIDDEN CREEK SOUTH Forest Lake, Minnesota</p>	<p>PRELIMINARY PLAT</p>	<p>5 of 15</p>
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Save Date: 11/25/25 | F:\Jobs\10961 - 10980\10974-01 - hidden creek (future south)\cad c3d\survey\preliminary\10974-01_preplat.dwg



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 Signature: *Thomas R. Balluff*
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DRAWN BY: NPC
 ISSUE DATE: 11/26/25
 FILE NO: 2756

Revisions:
 HEADWATERS LAND GROUP, LLC
 6995 - 55th Street E.
 Oakdale, MN 55128

HIDDEN CREEK SOUTH
 Forest Lake, Minnesota

PRELIMINARY PLAT

6 of 15

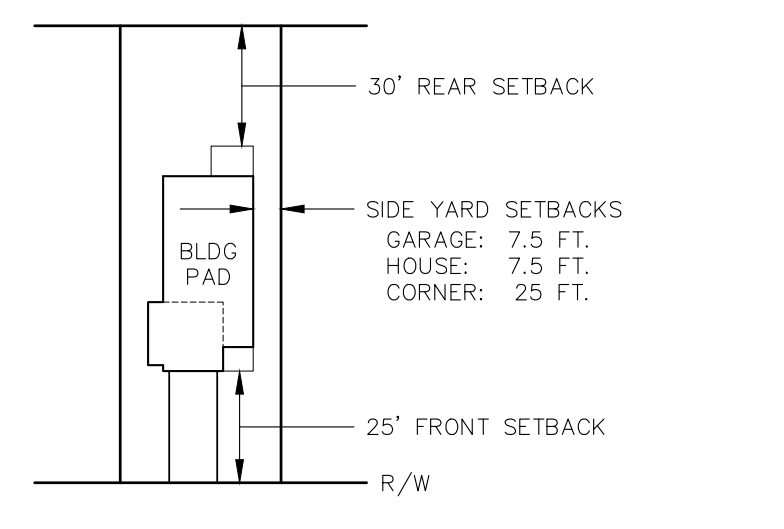
Save Date: 11/25/25 | F:\Jobs\10961 - 10980\10974-01 - hidden creek (future south)\cad c3d\survey\preliminary\10974-01_preplat.dwg

OWNER: CHRIS JOHN TAYLOR REV LIV TRS
 PID: 30.032.211.14.0003

SITE PLAN LEGEND

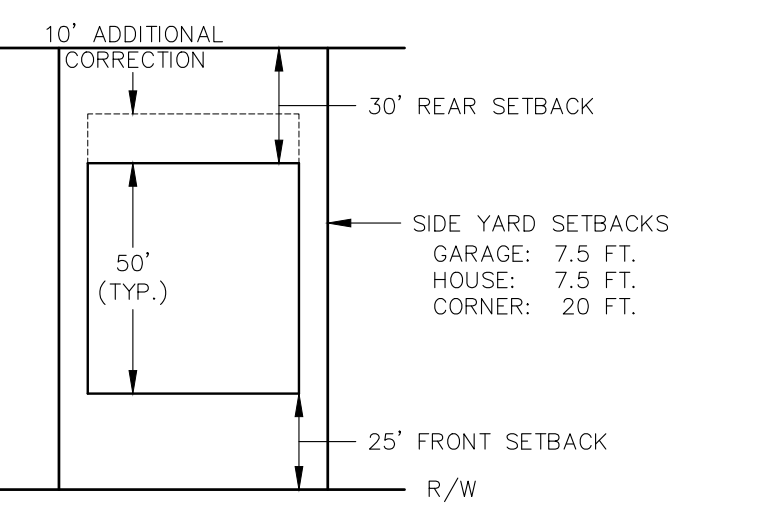
EXISTING	PROPOSED

50' LIBERTY HOME LOT DATA

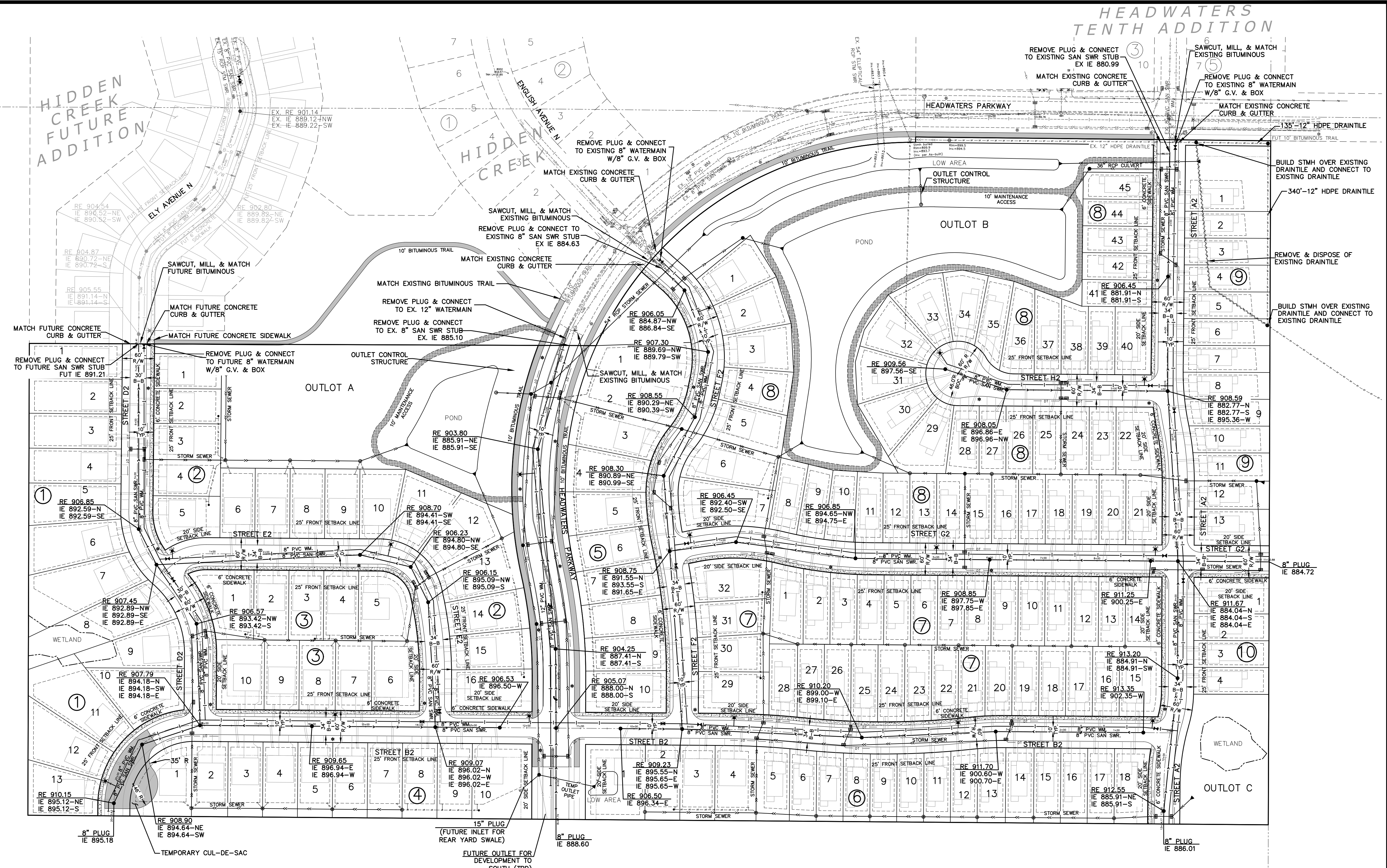


TYPICAL SERVICES SHALL BE:
 WATER: 1" HDPE IPS SIDR-7
 SEWER: 4" PVC SCH. 40
 SANITARY SEWER & WATER SERVICES SHALL BE CONSTRUCTED 10' BEYOND THE R/W. THE CURB STOP SHALL BE PLACED AT THE R/W

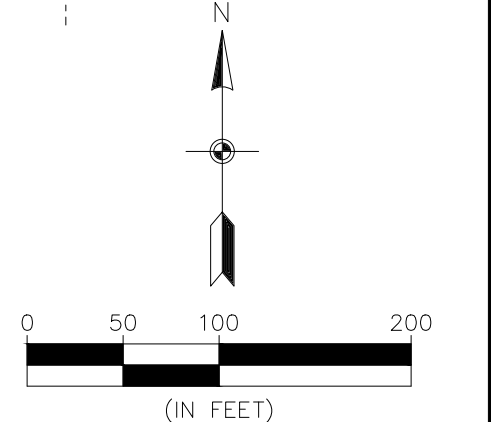
SINGLE FAMILY 65' MIN. WIDE LOT



TYPICAL SERVICES SHALL BE:
 WATER: 1" HDPE IPS SIDR-7
 SEWER: 4" PVC SCH. 40
 SANITARY SEWER & WATER SERVICES SHALL BE CONSTRUCTED 10' BEYOND THE R/W. THE CURB STOP SHALL BE PLACED AT THE R/W



SEE SHEET 8 FOR HEADWATERS PARKWAY STREET LAYOUT



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 ENGINEERING SURVEYING PLANNING
 SUITE 100
 BLAINE, MN 55449
 TEL 763.489.7900
 FAX 763.489.7959
 CARLSON-ENGINEERING.COM

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota
 Print Name: Brian J. Krystofiak, P.E.
 Signature: *Brian J. Krystofiak*
 Date: 11/26/25 License #: 25063

Drawn: NJP
 Designed: BJK
 Date: 11/26/25

Revisions:
 HEADWATERS LAND GROUP, LLC
 6995 - 55th Street N
 Oakdale, MN 55128

HIDDEN CREEK SOUTH
 Forest Lake, Minnesota

PRELIMINARY SITE & UTILITY PLAN

7 of 15

CITY OF FOREST LAKE LANDSCAPE REQUIREMENTS

- 1. MINIMUM NUMBER OF TREES, DETACHED SINGLE-FAMILY AND TWO-FAMILY RESIDENTIAL SHALL PROVIDE FOUR (4) TREES PER RESIDENTIAL LOT.
TREES REQUIRED = 680 (170 LOTS X 4)
TREES PROVIDED = 780

LANDSCAPE PLAN NOTES

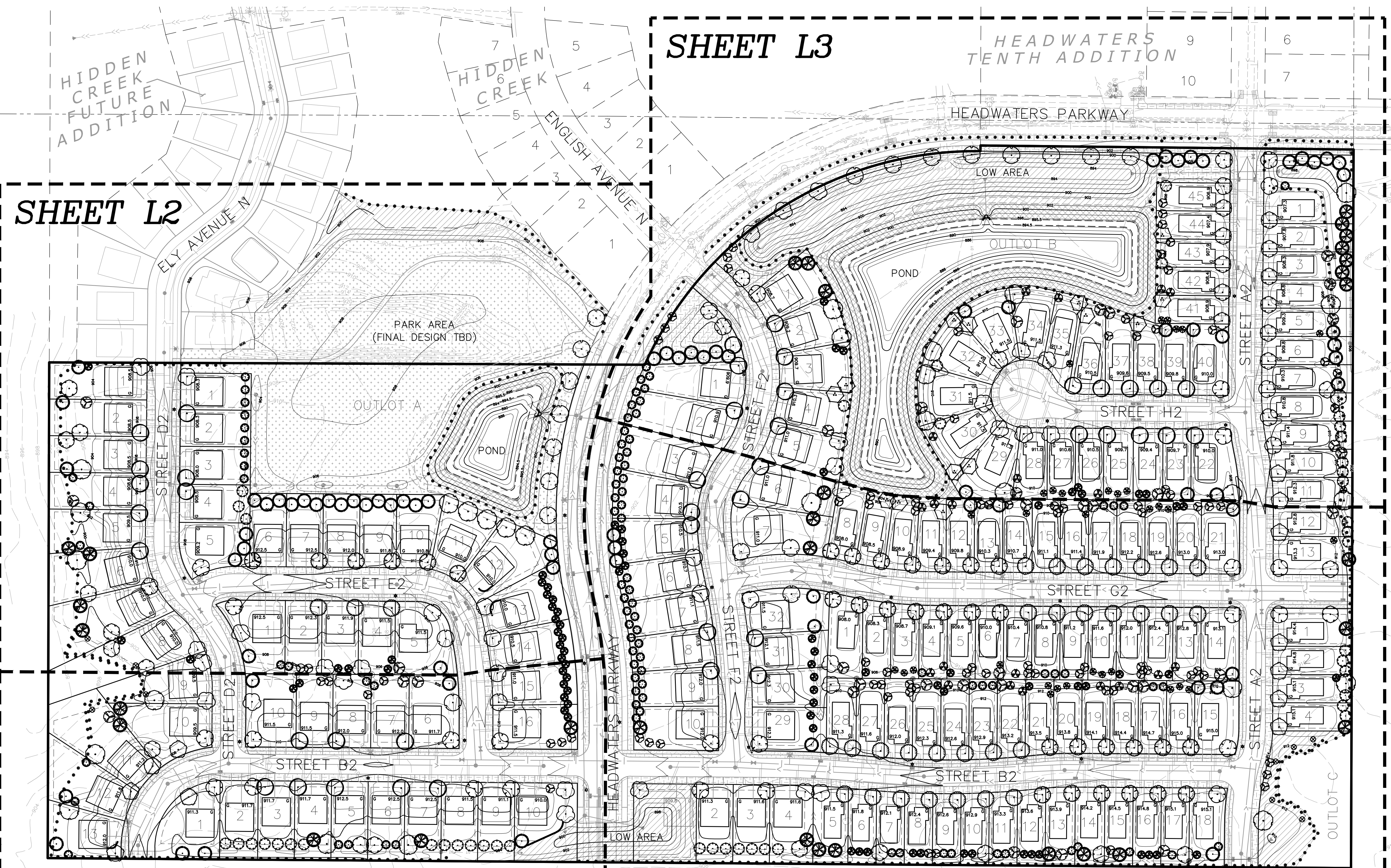
- 1. EXISTING CONDITIONS, CONTRACTOR SHALL VERIFY EXISTING CONDITIONS PRIOR TO BIDDING AND CONSTRUCTION START. ANY DISCREPANCIES FOUND THAT AFFECT THE WORK SHALL BE REPORTED TO THE OWNER/LANDSCAPE ARCHITECT FOR CLARIFICATION PRIOR TO BIDDING OR APPROVING ANY ADDITIONAL WORK REQUIRED.
- 2. UTILITY LOCATES, CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING AND VERIFYING ALL PUBLIC AND PRIVATE UTILITIES, INCLUDING IRRIGATION LINES, AT LEAST 48 HOURS BEFORE EXCAVATING OR IN ACCORDANCE WITH STATE LAW. IN MINNESOTA, CALL GOPHER STATE ONE-CALL AT 651-454-0002 FOR FIELD LOCATION OF PUBLIC UNDERGROUND UTILITY LINES. ALL LOCATES AND ITEMS NOTED AS 'FIELD VERIFY' ON THE PLANS SHALL BE VERIFIED BY THE CONTRACTOR AT THEIR EXPENSE.
- 3. PERMITS, CONTRACTOR SHALL VERIFY WITH THE OWNER/LANDSCAPE ARCHITECT THAT THE REQUIRED PERMITS HAVE BEEN OBTAINED PRIOR TO CONSTRUCTION START. CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLYING WITH ALL APPLICABLE CODES, REGULATIONS, AND PERMITS GOVERNING THE WORK.
- 4. EXISTING ITEMS TO REMAIN, CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING PAVEMENT, STRUCTURES, UTILITIES, TREES, SITE AMENITIES, ETC. THAT ARE TO REMAIN FROM DAMAGE DURING CONSTRUCTION. CONTRACTOR SHALL BE RESPONSIBLE FOR CORRECTING ANY DAMAGE (AT CONTRACTOR'S EXPENSE) TO EXISTING ITEMS TO REMAIN.
- 5. CONSTRUCTION STAGING AND ACCESS, CONTRACTOR SHALL VERIFY THE LOCATION FOR CONSTRUCTION STAGING AND SITE ACCESS WITH THE OWNER/LANDSCAPE ARCHITECT PRIOR TO CONSTRUCTION START. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING PEDESTRIAN AND VEHICLE ACCESS WITHIN AND ADJACENT TO THE SITE THROUGHOUT THE CONSTRUCTION PERIOD UNLESS OTHERWISE NOTED. LONG-TERM STORAGE OF MATERIALS OR SUPPLIES ON-SITE WILL NOT BE PERMITTED. ALL WASTE AND/OR UNUSED MATERIAL SHALL BE PROMPTLY REMOVED FROM THE SITE.
- 6. SITE REMOVALS, REFER TO CIVIL PLANS FOR GENERAL SITE REMOVALS. ALL ITEMS NOTED TO BE REMOVED SHALL BE COMPLETED BY THE CONTRACTOR AND IMMEDIATELY DISPOSED OF OFF-SITE, IN ACCORDANCE WITH LOCAL REGULATIONS, UNLESS OTHERWISE NOTED. COORDINATE WITH OWNER/LANDSCAPE ARCHITECT FOR ANY ITEMS NOTED AS 'REMOVED BY OTHERS' OR 'REMOVE AND SALVAGE.'
- 7. UTILITY COORDINATION, REFER TO CIVIL PLAN SHEETS FOR INFORMATION RELATED TO PROPOSED UTILITIES. COORDINATE WITH ELECTRICAL CONTRACTORS FOR SITE ELECTRICAL WORK AND SITE LIGHTING.
- 8. CONSTRUCTION STAKING, UNLESS OTHERWISE NOTED, CONTRACTOR SHALL BE RESPONSIBLE FOR ESTABLISHING CONTROL POINTS AND ALL CONSTRUCTION FIELD STAKING DURING THE COURSE OF THE PROJECT.
- 9. DIMENSIONS, DIMENSIONS TAKE PRECEDENCE OVER SCALE. DIMENSIONS ARE TO FACE OF CURB, EDGE OF PAVEMENT/WALKWAY, OR OUTSIDE FACE OF BUILDING UNLESS OTHERWISE NOTED.
- 10. PLAN QUANTITIES, CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL MATERIAL QUANTITIES PER PLAN. MATERIAL SCHEDULES ARE PROVIDED SOLELY FOR CONTRACTOR'S CONVENIENCE.
- 11. REFERENCE SPECIFICATIONS, THE FOLLOWING SPECIFICATIONS SHALL GOVERN THIS PROJECT ACCORDING TO THE FOLLOWING ORDER:
 - 1. ADDENDA, WITH THOSE OF A LATER DATE HAVING PRECEDENCE OVER THOSE OF AN EARLIER DATE.
 - 2. LANDSCAPE SPECIFICATIONS.
 - 3. PLAN DRAWINGS.
 - 4. PLANT / MATERIAL SCHEDULES.
 - 5. CITY STANDARD SPECIFICATIONS AND DETAILS.
 - 6. MNDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION, LATEST EDITION.

SHEET L3

SHEET L2

SHEET L4

SHEET L5

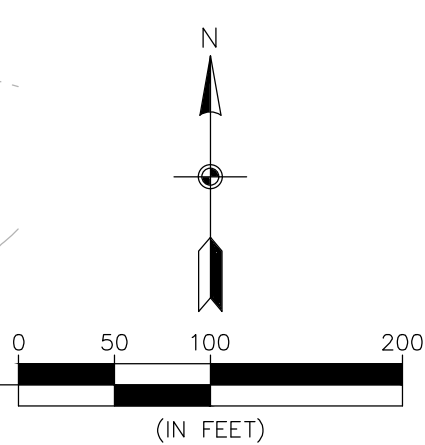


SEEDING LEGEND

	Kentucky Bluegrass	sod
	MnDOT Southern Boulevard (SB)	seed
	MnDOT Southern Tallgrass Roadside (STR)	seed
	MnDOT Wet Ditch (WD)	seed

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1 OVERALL LANDSCAPE PLAN
L1

CARLSON ENGINEERING
ENGINEERING SURVEYING PLANNING
3890 PHEASANT RIDGE DR NE SUITE 100 BLAINE, MN 55449 TEL 763.489.7900 FAX 763.489.7959 CARLSON-ENGINEERING.COM

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Landscape Architect under the laws of the State of Minnesota
Print Name: Ryan J. Ruttger, RLA
Signature:
Date: 11/26/25 License #: 56346

Drawn: RJR
Designed: RJR
Date: 11/26/25

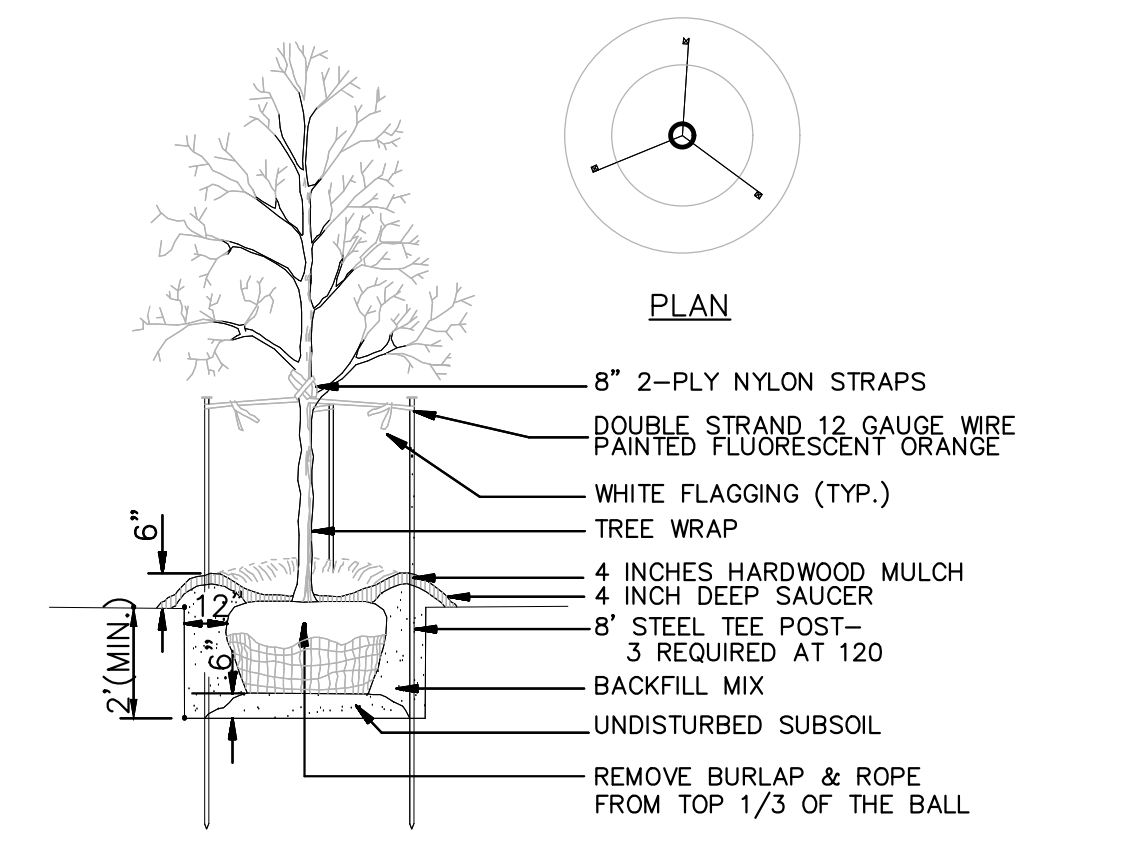
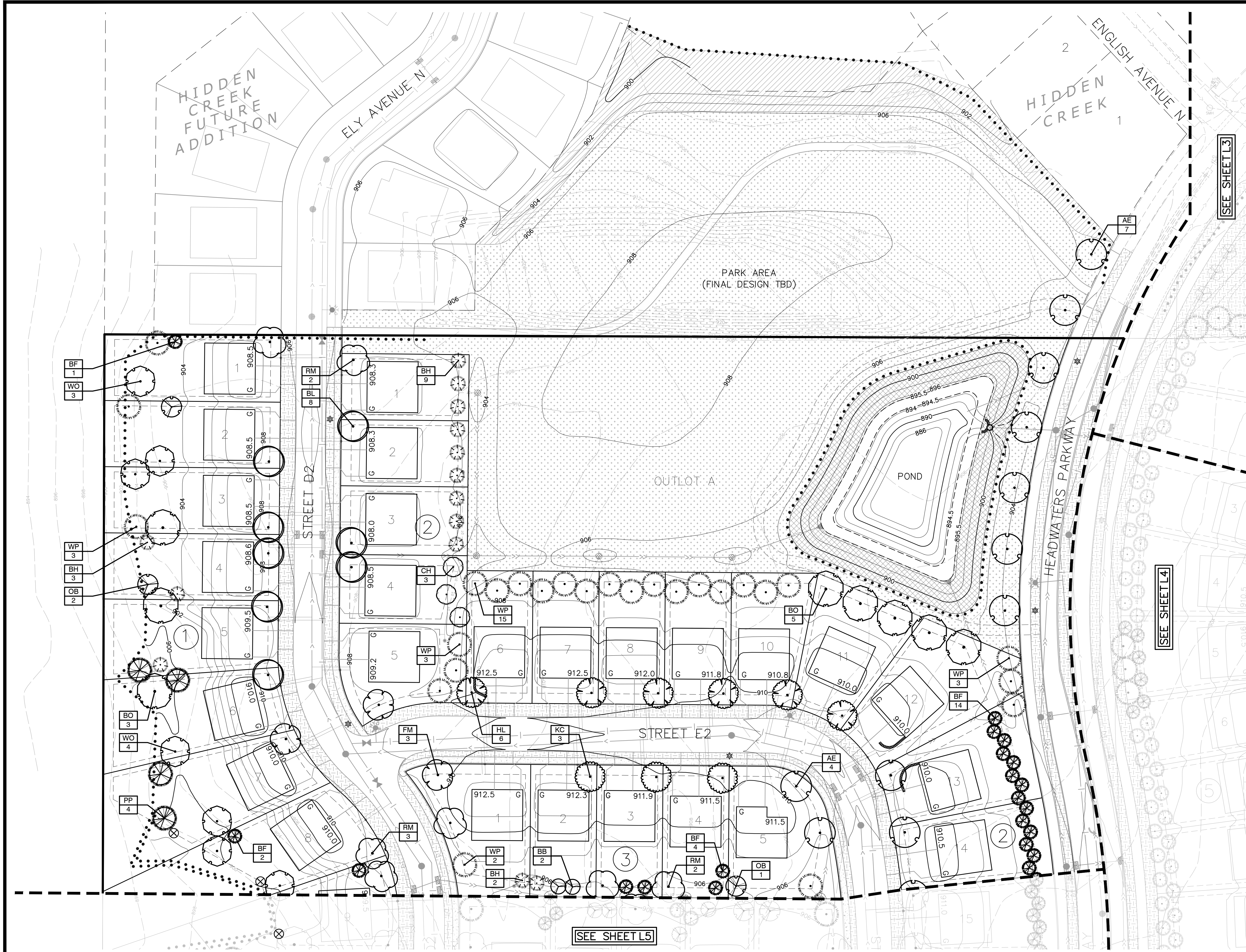
Revisions:

HEADWATERS LAND GROUP, LLC
6995 - 55th Street N
Oakdale, MN 55128

HIDDEN CREEK SOUTH
Forest Lake, Minnesota

PRELIMINARY LANDSCAPE PLAN

L1 of 5

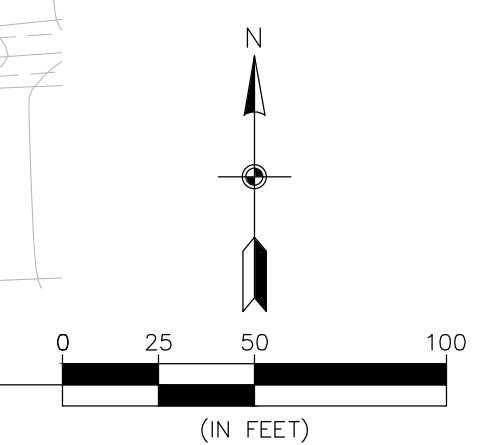


A DECIDUOUS TREE PLANTING DETAIL
NOT TO SCALE

- SCARIFY BOTTOM AND SIDES OF HOLE PRIOR TO PLANTING
 - TRIM OUT DEAD WOOD AND WEAK AND/OR DEFORMED TWIGS. DO NOT CUT A LEADER. DO NOT PAINT CUTS.
 - SET PLANT ON UNDISTURBED NATIVE SOIL OR THOROUGHLY COMPACTED BACKFILL SOIL. INSTALL PLANT SO THE ROOT FLARE IS AT OR UP TO 2" ABOVE THE FINISHED GRADE.
 - PLACE PLANT IN PLANTING HOLE WITH BURLAP AND WIRE BASKET, (IF USED), INTACT. BACKFILL WITH APPROXIMATELY 12" OF THE TOP OF ROOTBALL, WATER PLANT. REMOVE TOP 1/3 OF THE BASKET OR THE TOP TWO HORIZONTAL RINGS, WHICHEVER IS GREATER. REMOVE ALL BURLAP AND NAILS FROM TOP 1/3 OF THE BALL. REMOVE ALL TWINE.
 - PLUMB AND BACKFILL WITH BACKFILL SOIL.
 - WATER TO SETTLE PLANTS AND FILL VOIDS.
 - WATER WITHIN TWO HOURS OF INSTALLATION. WATERING MUST BE SUFFICIENT TO THOROUGHLY SATURATE ROOT BALL AND PLANTING HOLE.
 - PLACE MULCH WITHIN 48 HOURS OF THE SECOND WATERING UNLESS SOIL MOISTURE IS EXCESSIVE.
- NOTE: GUY ASSEMBLY OPTIONAL BUT CONTRACTOR ASSUMES FULL RESPONSIBILITY FOR MAINTAINING TREE IN A PLUMB POSITION FOR THE DURATION OF THE GUARANTEE PERIOD.
- GUY ASSEMBLY- 16" POLYPROPYLENE OR POLYETHYLENE (40 MIL) 1-1/2" WIDE STRAP (TYP) DOUBLE STRAND 10 GA. WIRE, 2-7" ROLLED STEEL POSTS (MDDOT 3401) @ 180' O.C. (SEE STAKING DIAGRAM)
- COORDINATE STAKING TO INSURE UNIFORM ORIENTATION OF GUY LINES AND STAKES
- STAKING DIAGRAM
- GUY WIRE WITH WEBBING FLAGGING- ONE PER WIRE
- 4"-6" SHREDDED BARK MULCH
- EXISTING GRADE
- MINIMUM 1/2 WIDTH OF ROOT BALL
- PLANTING SOIL MIXTURE (SEE SPEC.)
- UNDISTURBED OR STABILIZED SUBSOIL

B CONIFEROUS TREE PLANTING DETAIL
NOT TO SCALE

1 LANDSCAPE PLAN ENLARGEMENT - NORTHWEST
L2



CARLSON ENGINEERING
ENGINEERING SURVEYING PLANNING

3890 PHEASANT RIDGE DR NE
SUITE 100
BLAINE, MN 55449
TEL 763.489.7900
FAX 763.489.7959
CARLSON-ENGINEERING.COM

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Landscape Architect under the laws of the State of Minnesota

Print Name: Ryan J. Ruttger, RLA
Signature: *[Signature]*
Date: 11/26/25 License #: 56346

Drawn: RJR
Designed: RJR
Date: 11/26/25

Revisions:

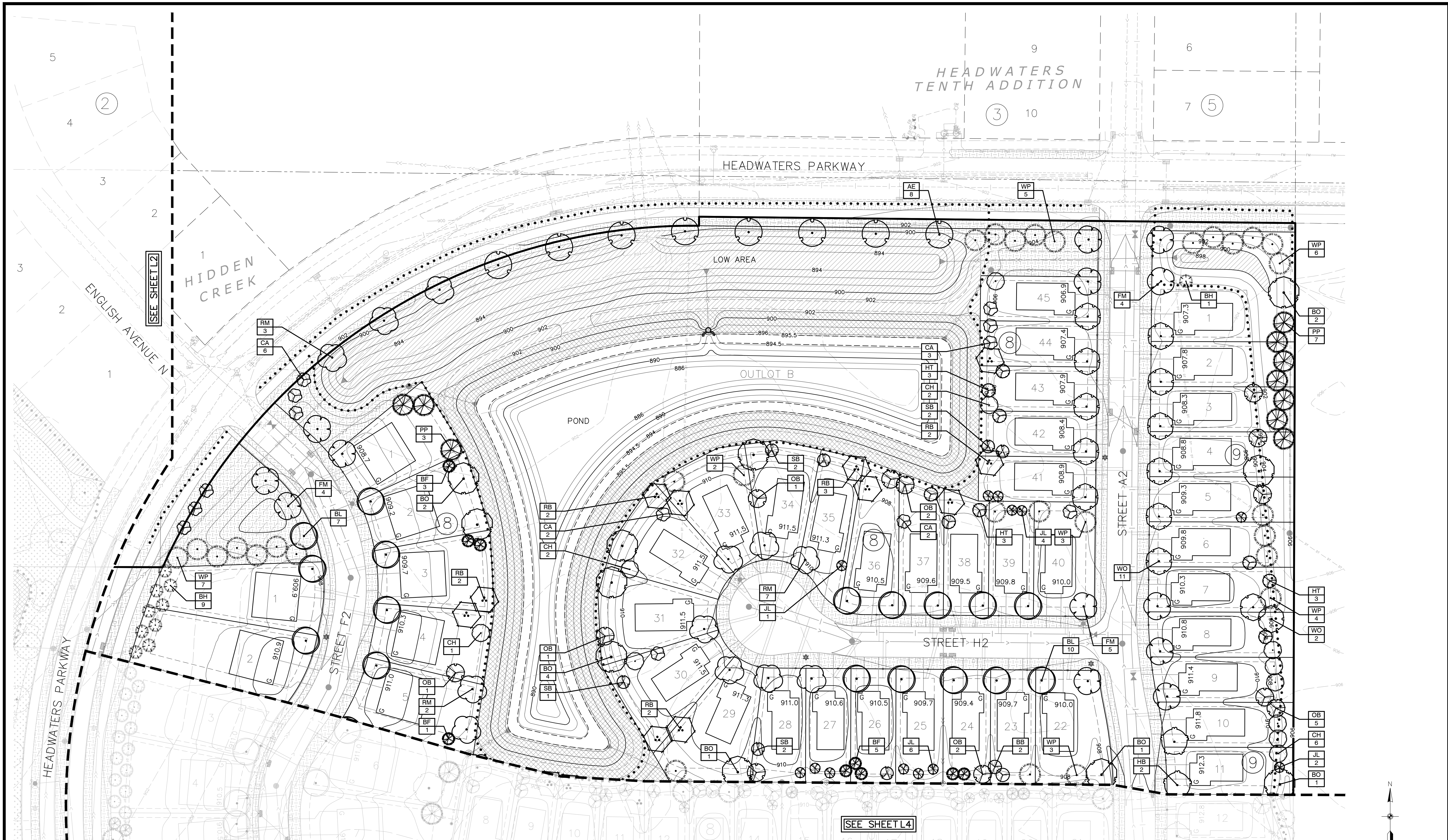
HEADWATERS LAND GROUP, LLC
6995 - 55th Street N
Oakdale, MN 55128

HIDDEN CREEK SOUTH
Forest Lake, Minnesota

PRELIMINARY LANDSCAPE PLAN

L2 of 5

Save Date: 11/21/25 | F:\j084\10961 - 10980\10974-01 - hidden creek (future south)\cad c3d\landscape\10974-01_landscape.dwg



1 LANDSCAPE PLAN ENLARGEMENT - NORTHEAST
L3

CARLSON ENGINEERING
ENGINEERING SURVEYING PLANNING
3890 PHEASANT RIDGE DR NE
SUITE 100
BLAINE, MN 55449
TEL 763.489.7900
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Revisions:

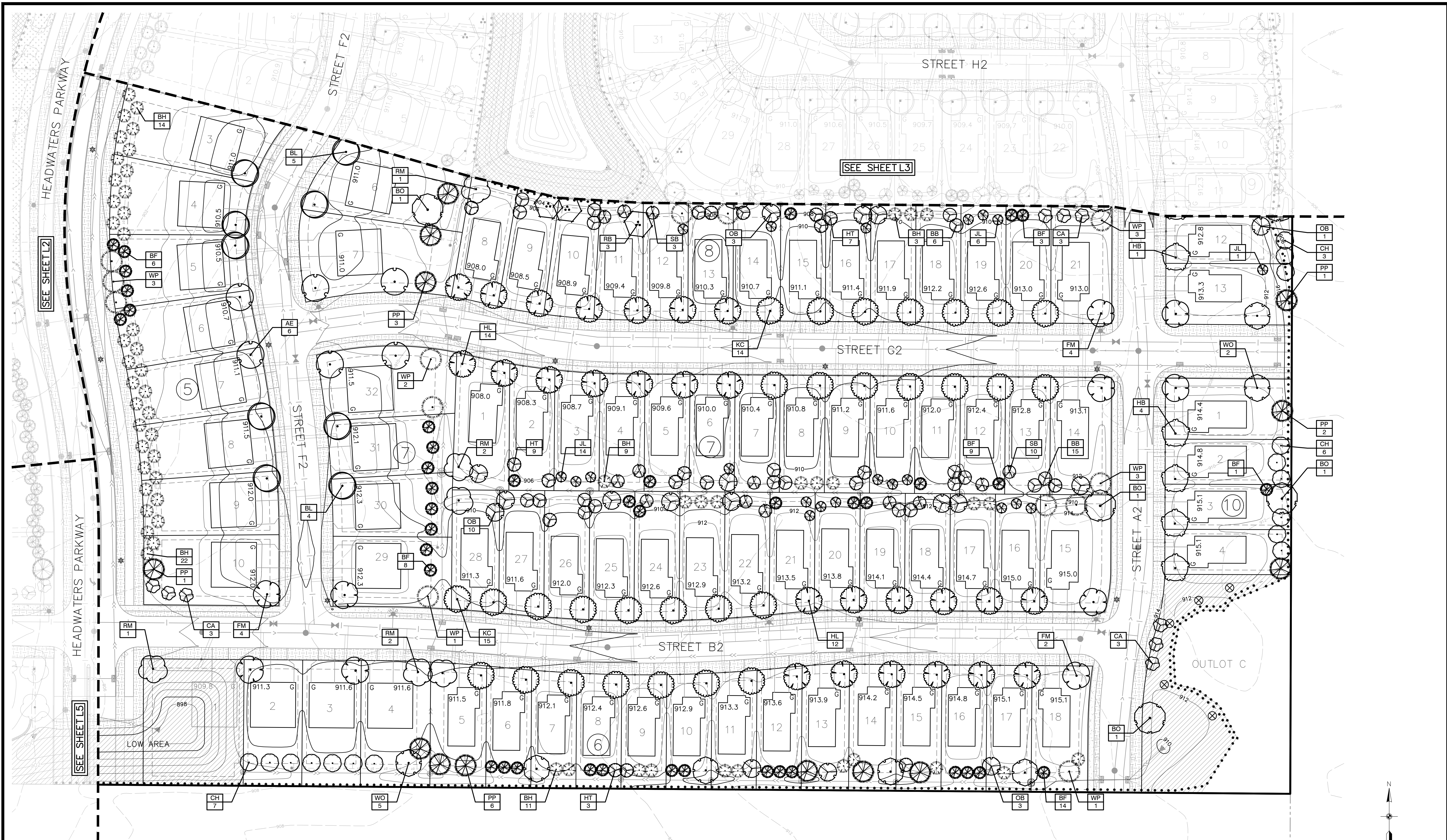
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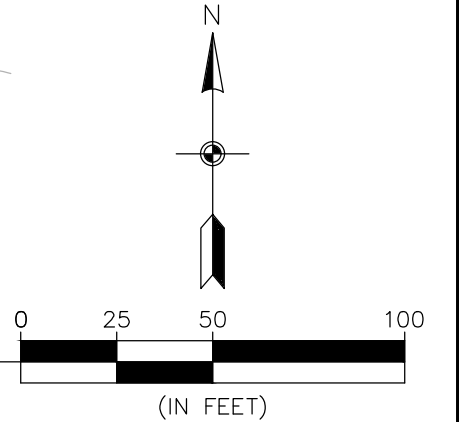
PRELIMINARY LANDSCAPE PLAN

L3 of 5

Save Date: 11/21/25 F:\j084\10961 - 10980\10974-01 - hidden creek (future south)\cad c30\landscape\10974-01_landscape.dwg



1 LANDSCAPE PLAN ENLARGEMENT - SOUTHEAST
L4



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ENGINEERING SURVEYING PLANNING
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I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed Landscape Architect under the laws of the State of Minnesota
Print Name: Ryan J. Rutger, RLA
Signature: *[Signature]*
Date: 11/26/25 License #: 56346

Drawn: RJR
Designed: RJR
Date: 11/26/25

Revisions:

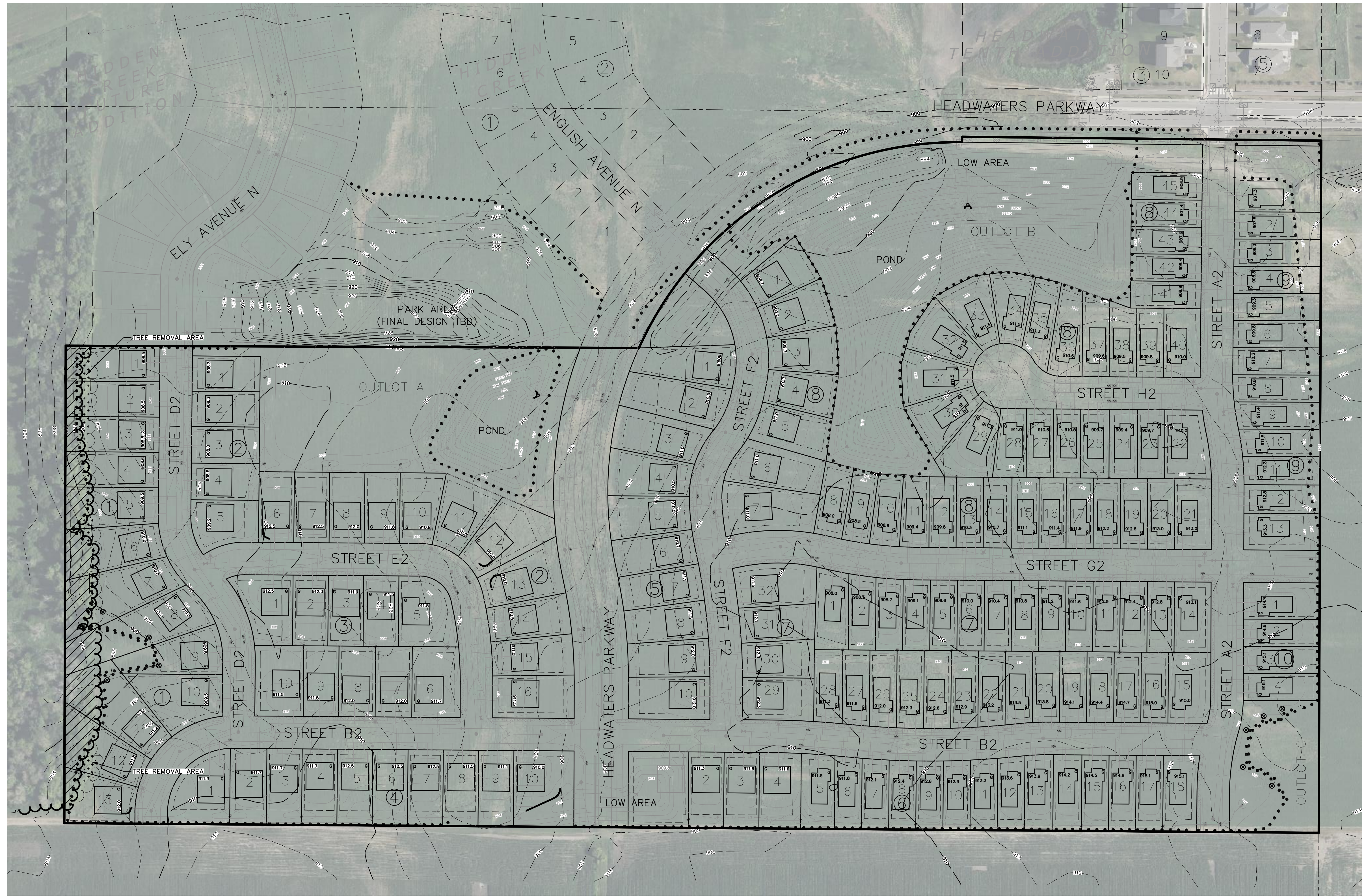
HEADWATERS LAND GROUP, LLC
6995 - 55th Street N
Oakdale, MN 55128

HIDDEN CREEK SOUTH
Forest Lake, Minnesota

PRELIMINARY LANDSCAPE PLAN

L4 of 5

Save Date: 11/21/25 F:\p084\10961 - 10980\10974-01 - hidden creek (future south)\cad c3d\landscape\10974-01_landscape.dwg




LEGEND

	EXISTING	PROPOSED
PROPERTY LINE	---	---
CURB	----	----
CONCRETE	▨	▨
10' CONTOUR	—890—	—890—
2' CONTOUR	—892—	—892—
SILT FENCE	—	—
TREE FENCE
TREE LINE	~~~~~	~~~~~
TREE SAVE AREA		▨
TREE REMOVAL AREA		▨

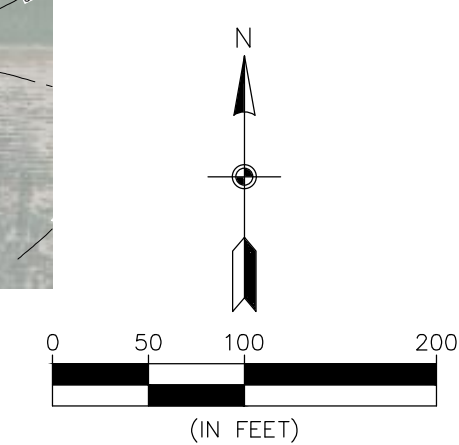
WOODLAND PRESERVATION SUMMARY

TREE SAVE AREA = 0.73 ACRES
 TREE REMOVAL AREA = 0.23 ACRES (24%)
 TOTAL TREE AREA = 0.96 ACRES

CALL BEFORE YOU DIG



811
Know what's below.
Call before you dig.



CARLSON ENGINEERING
 ENGINEERING SURVEYING PLANNING
 3890 PHEASANT RIDGE DR NE
 SUITE 100
 BLAINE, MN 55449
 TEL 763.489.7900
 FAX 763.489.7959
 CARLSON-ENGINEERING.COM

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed Landscape Architect under the laws of the State of Minnesota

Print Name: Ryan J. Rutger, RLA
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Revisions:

HEADWATERS LAND GROUP, LLC
 6995 - 55th Street N
 Oakdale, MN 55128

HIDDEN CREEK SOUTH
 Forest Lake, Minnesota

WOODLAND PRESERVATION PLAN

T1 of 1



Office of Engineering

1408 Lake Street South
Forest Lake, MN 55025
www.ci.forest-lake.mn.us

February 4, 2026

Forest Lake Planning and Zoning Department
City of Forest Lake
1408 Lake Street South
Forest Lake, MN 55025

RE: Hidden Creek South Preliminary Plat Submittal Review

Dear Forest Lake Planning and Zoning Department,

We have completed our review of the documents submitted for the Hidden Creek South Preliminary Plat received 1/7/2026 from the representatives of Headwaters Land Group, LLC. The following submitted documents were reviewed:

- Hidden Creek South Preliminary Plat Plan Set dated 11/26/2025 prepared by Carlson Engineering containing 21 plan sheets including: Existing Conditions, Preliminary Plat, Preliminary Site and Utility Plan, Preliminary Grading and Erosion Control Plan, Details, Landscape Plan, and Woodland Preservation Plan.
- Storm Water Management Plan dated 11/26/2025 prepared by Carlson Engineering.
- Storm Water Pollution Prevention Plan dated 11/26/2025 prepared by Carlson Engineering.
- Storm Sewer Design Information dated 10/17/2025 and 11/3/2025 prepared by Carlson Engineering.

We provide the following comments for the proposed improvements:

General Plan Comments

1. All proposed public street, sanitary sewer, watermain, and storm sewer facilities shall be designed, constructed, and tested in accordance with the current Forest Lake Public Works/Engineering Standards and zoning codes.
2. Add removal plans detailing all proposed removals (tie-ins to existing streets, utilities, tree clearing, etc.).
3. Add sanitary sewer and watermain plan/profile sheets.
4. Add storm sewer plan/profile sheets.
5. Add street plan/profile sheets including striping and signage.
6. Add intersection and pedestrian ramp detail sheets.
7. All construction access shall come from Headwaters Parkway.
8. Removal of all stockpiled soil with the development will be required prior to project acceptance.

9. If the development will be phased, a phasing plan shall be submitted for review and approval.
 - a. Headwaters Parkway and the area west of the Parkway shall be constructed in full as part of phase one to allow for a secondary exit out of the development.

Sheets 3-6 Preliminary Plat

10. Street names shall be reviewed and approved by the City Building Department and Washington County.
11. All non-typical drainage and utility easements shall be labeled on the plat.
12. Verify drainage and utility easements are shown for all ponds and wetlands up to the 100-yr High Water Level.
13. Verify drainage and utility easements are shown over any drainage swales crossing multiple lots.
14. Provide updated ghost platting for properties to the east and south of the development to demonstrate conforming lots will be achievable in the future.
15. Show Legend and Lot Easement Detail on sheet 3 on sheets 4-6 as well.
16. Headwaters Parkway minimum centerline radius is 700', revise accordingly.
17. Local streets minimum centerline radius is 100', revise Street E2 accordingly.
18. Lot 1, Block 9 drainage and utility easement differs from utility and grading plans, revise.
19. The area contained within the 100-yr high water level (HWL) of stormwater ponds shall be excluded from parkland dedication areas per City Code section 152.091.

Sheets 7-8 Preliminary Site & Utility Plan

20. Sanitary sewer and watermain testing will be required per the current Forest Lake Public Works/Engineering Standards.
21. Sanitary sewer and watermain alignments may need to be adjusted if additional storm sewer runs are added to meet spread requirements.
22. Provide 50 scale plan/profile view sheets for proposed sanitary sewer and watermain, show storm crossings and sanitary service risers and heights in profile views.
23. Add labels for sanitary manhole/pipes (Rim, Inverts, Pipe Size/Slope/Material), hydrants, valves, fittings (tees, bends, plugs), and watermain pipe size/material.
24. Show proposed elevations for sanitary (invert) and water services (finished grade at curb box) and sanitary service wye stationing from downstream manhole for each lot.
25. Revise sanitary sewer and watermain layout as noted on the attached markup.
26. Obtain permanent easements on adjacent properties to extend sanitary sewer and watermain stubs as noted on the attached markup, to allow construction of the street to the plat line and prevent damage to the street when utilities are extended in the future.
27. Provide sanitary sewer and watermain services to Park area on Outlot A as noted on the attached markups.
28. The proposed 0.1-foot drop across manholes is not desired by the City for the sanitary sewer mains, revise as noted on the attached markups.

29. Revise sanitary manhole inverts as noted on the attached markup to eliminate conflicts (and provide min. 1.5' separation) between sanitary services and watermain at the upstream ends of the sanitary runs.
30. For outside drop manholes:
 - a. The first 20' (or 2 times the drop depth, whichever is larger) shall be ceramic lined DIP or PVC C900 DR 18 per City Detail SAN-3. Label drop depth on plan/profile.
 - b. The interior of drop manholes shall be lined with Zebron, Spectrashield, or approved equal per City Detail SAN-3.
31. Coordinate any water shut downs with City staff a minimum of 72 hours prior to service interruption to allow for proper notification to the affected properties.
32. All watermain shall have 8.0' minimum cover.
33. Design watermain depth at hydrant locations to ensure hydrant extensions are not used.
34. Revise gate valve layout and hydrant spacing (250' radius to cover building pads) as noted on the attached markups.
35. Water services and curb stops shall not be installed in driveways or have planned landscaping near them.
36. Hydrants adjacent to sidewalks shall be centered 4' from back of curb to provide a minimum 1' clear zone from sidewalks, all other hydrants shall be centered 5' from back of curb.
37. Watermain stubs shall have plugs tapped with 1" corp, 1" curb stop, and 1" service pipe for watermain blowoff for flushing and testing.
38. Provide 50 scale plan/profile view sheets for proposed streets, including signing and striping.
39. Provide intersection and pedestrian ramp detail sheets.
40. Design parameters for street alignments and profiles are included in the attached markup.
41. Transition Headwaters Parkway centerline alignment through the northern curves to center the street in the Right-of-Way.
42. All streets shall be constructed to the plat line as noted on the attached markups.
43. Permanent barricades with "Future Road Extension" signs are required at all stub street locations per City Details STR-11/STR-12.
44. Provide temporary barricades at Ely Ave N (Northwest side of development) until base course of pavement is completed.
45. Revise Street H2 cul-de-sac to meet City standard of 51' radius to back of curb.
46. Revise sidewalk and street light locations as noted on the attached markup.
47. Final trail location in the Park area north of Outlot A shall be reviewed and approved by the Parks Department.
48. Developer shall review Street A2 for implementing traffic calming measures (beyond just stop signs) at intersections and/or isolated mid-block areas. Submit proposed measures to the City for review and approval.

Sheets 9-13 Preliminary Grading and Erosion Control Plan

49. Drainage will not be allowed directly onto adjacent lots unless additional drainage and utility easements are provided.
50. Ensure all side lot line swales meet the City standard 2.5% minimum grade.
51. Ensure all rear lot line swales meet the City standard 3.0% minimum grade.
52. Add Grading Plan Lot Key to all grading sheets for reference.
53. Provide 50 scale plan/profile view sheets for proposed storm sewer.
54. Drintile is required 50' upstream of all catch basins in the street per City Detail STO-20.
55. A 3' sump is required for the last storm sewer structure in the street before outlets to ponds per City Detail STO-4 (MH) or STO-6 (CBMH).
56. Televising of all storm sewer pipe will be required prior to acceptance.
57. Pond outlet control structures shall be in accordance with City Detail STO-31, modified to show proposed alternate inlet configuration due to structure heights as discussed at the stormwater meeting on 1/22/2026. Retaining walls will not be allowed at these structures.
58. Label pond and wetland EOF elevations below the HWL elevation labels.
59. Revise storm sewer layout as noted on the attached markups.
60. Eliminate the parallel off site bypass storm sewer line on Headwaters Parkway. Obtain permanent easement from properties to the south and west to redirect off site flows coming from the south to the west.
61. Revise mainline drainage from Low Area 100B away from backyard drainage. Keep mainline drainage within Street G2.

Sheets 14-15 Details

62. Add the following City Details to the plans:
 - a. SAN-1, 2, 3.
 - b. WAT-4, 6, 8, 9.
 - c. STO-3, 4, 5, 6, 9, 12, 13, 20, 29.
 - d. SER-1, 2.
 - e. BED-1, 2, 3.
 - f. STR-1, 1A, 2, 3, 6, 7, 11, 12, 13, 14, 17, 18, 19, 24 (modified as noted).
 - g. ERO-1A, 2, 4A, 4B, 4C, 4D, 7.
 - h. GEN-3, 5.
63. Add the following details to the plan:
 - a. Pond EOF detail.
 - b. Backyard drintile main lines, stubs, cleanouts, etc.
64. Revise typical sections and details as noted on the attached markup.

Sheets L1-L5 Preliminary Landscape Plans

65. Landscape plans shall be reviewed and approved by Planning and Zoning.
66. No landscaping is allowed to be placed in City right of way or drainage and utility easements.
67. Ensure all trees are not in conflict with sanitary/water services, utility mains, or drintile lines.

68. Revise proposed tree locations as noted on the attached markup.

Sheet T1 Woodland Preservation Plan

69. Woodland preservation plan shall be reviewed and approved by Planning and Zoning.

Stormwater Management Plan (SWMP)

70. All stormwater management, erosion and sediment control, and wetland protection shall meet the regulatory requirements of the Rice Creek Watershed District, City of Forest Lake Stormwater Management ordinances and design requirements, and MPCA Construction Stormwater standards.
71. Review and revise drainage layout to match plan comments.
72. Review and revise inlet configuration to keep gutter spread at or below 50% of the thru lane width during the design event.
73. Note that RCWD will require wetland inundation period and bounce assessments due to redirecting offsite flows from the south to the west. Include the entire drainage area flowing to this wetland for existing and proposed calculations.
74. With the elimination of the offsite drainage bypass storm sewer along Headwaters Pkwy, we recommend investigating if the Outlot A pond outlet could be routed to the street storm sewer system and through the Outlot B pond.

Stormwater Pollution Prevention Plan (SWPPP)

75. Review and revise SWPPP to match plan revisions.

Additional General Comments

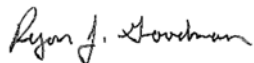
76. Additional plan specific comments not noted above are included on the attached markup and shall be addressed as a condition of approval.
77. A sanitary sewer extension permit will be required from the Minnesota Pollution Control Agency (MPCA) which also requires submittal to Metropolitan Council Environmental Services (MCES).
78. A Minnesota Department of Health permit will be required for the watermain improvements.
79. Wetland impacts should anticipate having a replacement plan completed and submitted for review and approval.
80. The site is located within the Rice Creek Watershed District (RCWD) requiring a permit to be obtained from them subject to stormwater, erosion control, wetland impact, floodplain fill, and any other applicable requirements.
 - a. It is highly recommended to initiate coordination with RCWD early in design.
 - b. All applicable RCWD stormwater management plan requirements shall be submitted to the City for review.
 - c. Provide documentation that permit approval from RCWD has been obtained prior to construction.
81. A National Pollutant Discharge Elimination System (NPDES) Construction Stormwater Permit shall be obtained from MPCA. All applicable requirements of the permit shall be submitted to the City for review.

82. The developer is responsible for coordinating and financing the extension of private utilities (electric, gas, communications, etc.) to the proposed development, including street lighting. All private utilities shall be installed within designated utility easements.
 - a. Conduit crossings for private utilities shall be shown on the plans.
83. Final design of site grading, utility, and street improvements, preparation of plans and specifications, and bid solicitation will need to be completed in accordance with the Forest Lake Public Works/ Engineering Standards.
 - a. Final plans and specifications for construction shall be reviewed and approved by the City prior to bid solicitation.
84. The developer will be responsible to execute a Development Agreement and will be responsible for associated fees and financial securities prior to construction.
85. A preconstruction meeting is required to be held prior to any construction activity starting on the site. The developer shall invite representatives from the City, Watershed, and private utility owners.
86. A Gopher State One Call shall be completed prior to any excavation work commencing.
87. All construction activity shall be contained within the site and easements.
88. All construction shall be completed within City approved working hours.
89. Record plans shall be submitted to the City for review prior to final acceptance of the improvements.

No work shall begin on the project until all of the comments in this report are addressed, revised submittals are received, and written notification is sent from the City. If there are any questions or concerns with the review of the proposed site development, please feel free to contact me anytime.

If there are any questions or please feel free to contact me anytime at 612-597-7140.

Sincerely,



Ryan J. Goodman, P.E.
City Engineer

STAFF REPORT



MEETING DATE: February 25, 2026
TO: Forest Lake Planning Commission
STAFF ORIGINATOR: Michael Birchland, City Planner
AGENDA ITEM: Variance Request - 23375 Itasca Ave N
60-Day Deadline: March 15, 2026

Applicant and Owner: Andrew Aplikowski
Location: 23375 Itasca Ave N (PID 02-032-21-42-0005)
Zoning District: RR – Rural Residential
Comprehensive Land Use Plan: Rural Residential

INTRODUCTION:

The Applicant, Andy Aplikowski, owns the parcel located at 23375 Itasca Avenue N (PID 02-032-21-42-0005). The property is a 5.01 acre parcel and is developed with an existing 4,016 Sq. Ft. single-family dwelling. There is an existing attached two-level garage and driveway. The garage has access from the front and rear. However, the existing driveway only accesses the upper level, front-facing garage.

The Applicant is proposing to extend the driveway towards the north property line to access the rear garage. Additionally, the applicant is proposing a retaining wall along the north side of the proposed lot line. Per City Code Section 153.120(A)(2)(c), “off-street parking and driveways shall not be located within 5 feet of any side or rear lot line and cannot impede drainage.” To complete the driveway, the applicant is requesting a variance from this provision of the code.

Please refer to the attached application plans and materials for additional details. A public hearing is required for this application, and the Planning Commission serves as the final decision-making body for variance requests within the City of Forest Lake.

ANALYSIS:

The subject property is located along the east side of Itasca Avenue N. The site contains an existing single-family dwelling originally constructed in 2002. According to the Applicant, the property was purchased in 2022. The existing driveway was installed prior to the Applicant obtaining ownership of the property and no improved driveway was provided for the rear garage access when the original driveway was constructed. This is out of compliance with City Code Section 153.119 (K). This section requires that driveways furnishing access to a dwelling or

garage be surfaced with concrete, bituminous material, or crushed rock material in the RR Zoning District.

The property also has a 75 ft. Driveway Easement along the south property line which allows access for the adjacent property owner's driveway onto the Applicant's property. This easement limits the Applicant's ability to construct the proposed driveway extension to the south.

The applicant is also proposing a retaining wall adjacent to the proposed driveway. The proposed wall is less 4 ft. in height and is not subject to a building permit. Additionally, it is permitted to be located in the side yard and is not subject to additional setback requirements per City Code Section 153.103 (C)(4).

The property is not located in the Shoreland Overlay District and is not subject to the standards for lot coverage for impervious surfaces per City Code Section 153.089.

The proposed driveway would resolve the existing nonconformities with City Code Section 153.119(K) but would introduce a new nonconformity per the table below:

	Requirement	Existing	Proposed
Driveway Side Setback	5'	10'	2'

Review Comments

Engineering

The City Engineer made the following comments on this proposal:

1. Drainage shall not be directed onto adjacent property to the north.
2. Provide erosion control measures downslope of the proposed driveway. Discharge of eroded material to adjacent property is not permitted. Any offsite discharge of sediment must be removed and turf restored.
3. Show proposed drainage arrows indicating driveway drainage to the east.
4. Direct drainage away from the garage door and building.
5. The proposed retaining wall will be less than 4 feet high per applicant narrative (a building permit is required if wall exceeds 4 feet high).
6. Applicant shall ensure their site is in compliance with Comfort Lake-Forest Lake Watershed District (CLFLWD) rules/permitting.
 - a. Proposed disturbed area appears to be below the 5,000 sq ft threshold for a watershed district erosion control permit, however applicant shall confirm any requirements with CLFLWD.

Fire

The City Fire Chief made no comments on this proposal.

Building

The City Building Inspector reviewed the application and commented that the proposed retaining wall does not exceed 4 feet and is not subject to a building permit

Public Works

The City Public Works Director made no comments on this proposal.

Public Comment

As of the writing of this report, City Staff had not received any written public comment about this proposed Variance.

Findings

Section 153.036 of the Forest Lake Zoning Code outlines the requirements and standards for variances in Forest Lake. Section 153.036 (D) of the Forest Lake Zoning Code states that “the Planning Commission shall not recommend approval of any variance application unless it finds failure to grant the variance will result in practical difficulties for the applicant.”

In deciding whether to grant a variance, the Planning Commission must consider the following criteria as outlined in the Zoning Code. The criteria from the zoning code are listed in bold, followed by staff response in italics.

- a) **Because of the particular physical surroundings, shape, or topographical conditions unique to the specific parcel of land involved, a practical difficulty to the owner would result, as distinguished from a mere inconvenience, if the strict letter of the regulations were to be carried out;**

The Applicant has identified several unique conditions of the property that create practical difficulties in locating the driveway in a way that would meet setback requirements. The locations of the existing driveway easement for the neighboring property, the dwelling, the garage entrances, and the location of the existing driveway limit the Owner’s ability to provide access to the rear garage.

- b) **The property owner proposes to use the property in question in a reasonable manner not permitted by this chapter. Economic considerations alone (or desire to increase the value or income potential of the land) shall not constitute practical difficulties if reasonable use of the property exists under the terms of this chapter**

The Applicant is proposing the driveway to provide access to an existing rear garage, which brings the site element into compliance with City Code Standard 153.119. The proposed driveway is meeting the intent of the off-street parking and loading regulations

by furnishing access to a garage. The proposed driveway meets material standards identified in the City Code.

Additionally, the Applicant has indicated that during wet weather and during the winter season the existing grass pathway to the rear garage can become slippery or impassable due to the existing slope. Strict regulations of the City Code would prohibit the proposed driveway and limit the Owner's ability to use their property in a reasonable manner by limiting their access to the rear garage during certain times of the year.

- c) The plight of the landowner is due to circumstances unique to the property not created by the landowner;**

The location of the existing house, driveway, and driveway access easement are unique to the property and were not created by the Property Owner. The proposed driveway eliminates a nonconforming site improvement and brings the property into further compliance with City Code.

- d) The granting of the variance will not be detrimental to the public welfare or injurious to other land or improvements in the vicinity of the parcel or land, nor shall it alter the essential character of the locality;**

The proposed Variance is not expected to adversely impact the surrounding community or alter the character of the area. The Property Owner of the adjacent parcel to the north has indicated that he has no issues with the project.

- e) The proposed variance is in keeping with the spirit and intent of this chapter and thus approval of the variance will not: 1. Impair an adequate supply of light and air to adjacent property; 2. Substantially increase the congestion of the public streets; 3. Increase the danger of fire; 4. Endanger the public safety; or 5. Substantially diminish or impair property values within the neighborhood; or 6. Cause drainage issues for an adjacent property.**

The proposed variance is not expected to create any impacts on supply of light and air to adjacent properties; is not expected to generate any extra vehicle trips to or from the property; increase risk of fire; impair property values in the neighborhood or cause additional drainage issues. Staff recommends a Condition of Approval to prohibit drainage from being directed onto the adjacent property to the north.

RECOMMENDATION:

Staff recommend the Planning Commission **move to approve Resolution 02-25-26-01, approving a three (3) foot driveway side setback variance for the property located at 23375 Itasca Avenue North (PID 02-032-21-42-0005), subject to the following conditions:**

1. Prior to construction, the property owner or applicant shall provide a grading plan to the City identifying that drainage will not be directed onto the adjacent property to the

north; erosion control measures downslope of the proposed driveway; drainage arrows indicating driveway drainage to the east; and drainage arrows directing drainage away from the garage door and single-family dwelling

2. Discharge of eroded material to adjacent property is not permitted. Any offsite discharge of sediment must be removed and turf restored.
3. The proposed retaining wall will be less than 4 feet high per applicant narrative (a building permit is required if wall exceeds 4 feet high).
4. Applicant shall ensure the site is in compliance with Comfort Lake-Forest Lake Watershed District (CLFLWD) rules/permitting.

ATTACHMENTS:

1. Application Plans and Materials
2. Resolution 02-25-26-01

Legend

-  City Limits
-  Parcels 01/19/2026
-  Lot Lines
- Aerials2025**
-  Red: Band_1
-  Green: Band_2
-  Blue: Band_3



Variance
23375 Itasca Ave
N



Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of Forest Lake is not responsible for any inaccuracies herein contained.

0 263 Feet



Andy Aplikowski – 23375 Itasca Ave N. Extension of driveway to access rear garage

Project Narrative and Description of Variance

My home was built in 2002. It included a 2 level garage with the main upper doors facing North and the lower doors facing East and accessed on the rear walk out level. The main driveway runs to the West to Itasca Ave N. My lot is irregularly shaped and has an easement for my Southern neighbor's driveway. That easement likely played a part in the location of my home so close to the Northern lot line and not allowing for the proper setback for a driveway. The South edge of my home is very close to an Easement corner, a hill, and a wooded area.

A driveway to the rear lower garage was not installed at the time of construction. There was significant landscaping and retaining walls installed at that time to accommodate the upper North facing garage doors and lot elevations and slope. No driveway to the rear garage makes my property out of compliance with City Code Section [153.119\(K\)](#).

City Code Section [153.119\(K\)](#), "all surfacing for driveways in SF, MXR-1, MXR-2, MXR-3, and MF Districts furnishing access to a dwelling unit or garage and all parking areas shall be surfaced with concrete or bituminous material so as to be dust free".

I would like to address that by installing a driveway to access the rear garage, but I will need a variance. I do not use the lower garage on a daily basis but the turf is showing wear and tear from the occasional use. During wet weather the grass pathway to the rear doors is starting to wear and the drainage from the existing driveway runs over part of this path to the North lot line. It is also steep enough that vehicles and mower tires are tearing the grass so it can't regrow.

I use a compact tractor to snow blow the driveway which is stored in the rear garage. I have to clear the path in the winter but during freeze thaw portions, the steep North facing slope makes the grass path way impassable. Even four wheel drive or 4 wheel drive tractor with tire chains can slide sideways and towards the neighbor's yard and garage.

I would like to install a single tier boulder retaining wall (This wall will be under 4ft in height) to level a pathway from the existing driveway to the rear garage. I would then install an asphalt driveway to the lower rear yard and garage. This would bring the home into compliance with this city code.

The proposed wall will be approximately 100 feet long. It would start at my existing driveway, arc out to the property line, and terminate between the large tree on my lot and my neighbor's garden. The proposed wall will be a single tier boulder wall with to create a level surface suitable for vehicles to pass. The pathway, once turning to the South is level enough that the retaining wall is not required. The driveway would run up to the landscaping around our deck to complete the access to the lower garage and allow for backing out and turning around.

I am seeking a variance to:

City Code Section [153.120\(A\)\(2\)\(c\)](#), "off-street parking and driveways shall not be located within 5 feet of any side or rear lot line and cannot impede drainage", to allow access to my rear garage and bring my home into compliance with [153.119\(K\)](#),

I need the variance because a portion of the new driveway will be within 5 feet of the North property line.

The wall is also under 4 feet high so a permit is not required.

I had a survey done to confirm lot lines and distances to proposed and existing retaining walls. The survey company also generated a certificate of survey that includes the proposed wall. This driveway will be located along the Northern lot line. At the narrowest point, I only have about 13 feet from the lot line to an existing retaining wall on my property to install boulder wall and the new driveway. I am not proposing an easement onto my North neighbor's lot. The wall and driveway would be entirely on my property.

I do not need a variance for the retaining wall.

City Code Section [153.103\(C\)\(4\)](#) "retaining walls, window wells, trees, shrubs, and other plantings may be placed in any yard except in drainage ways and street rights-of-way".

The proposed wall and driveway extension are approximately 200 feet from the main road so it is not affecting any right of way.

We just had our yard located for invisible fence installation. Gas, electric, and communication lines run through the yard to the south of the existing driveway so they will not be impacted by this project. There are no utility easements on our property. We are on private well and sewer and they are located to the South of our home.

This is a 5 acre lot with plenty of onsite space for natural infiltration. The drainage from the new driveway would be directed to the East of the home. A drain tile would be installed inside the boulder wall beneath the driveway. Any drainage that runs over the asphalt

would also flow to the East towards a hill with long grass and ponds a few hundred feet to our East.

Soil conditions: We have good black dirt topsoil with stable clay beneath it.

The scope of the work is to excavate for the new wall and install the boulders. Then they will excavate for the driveway and install base material. An asphalt driveway will then be installed by a contractor. We will be relocating some existing sprinkler heads where the new driveway will go and adding zones on the North side of the existing driveway to Itasca Ave N. This area was not covered by the sprinkler system when installed by the prior owners.

Approximately 100 feet of retaining wall compiled by boulders up to 3 feet.

Approximately 2300 sq ft of asphalt.

After the wall and asphalt are installed, I will landscape any disturbed areas using grass or landscaping rock to match the existing designs.

I have only one neighbor to my north and he has indicated that he is supportive of this project. Last winter, a delivery driver tried to turn around using the grass pathway. It was icy, he lost traction, and his truck slid and almost hit my neighbor's garage.

Andy Aplikowski
23375 Itasca Ave N
Forest Lake, MN 55025
612-916-3232
andrew.aplikowski@gmail.com

CERTIFICATE OF SURVEY

~for~ **ANDY APLIKOWSKI**
~of~ **23375 ITASCA AVENUE N**
FOREST LAKE, MN

TREE DETAIL

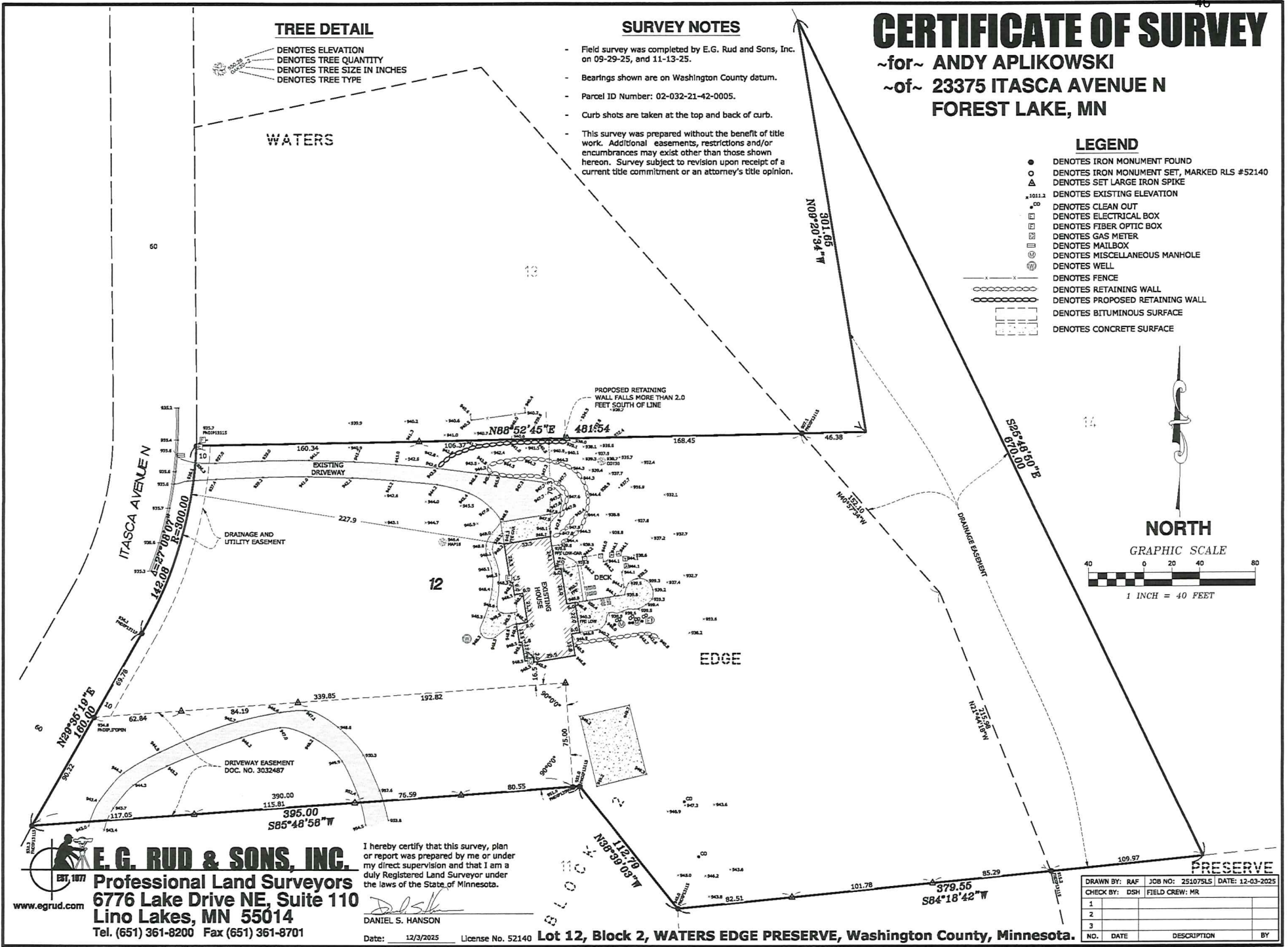
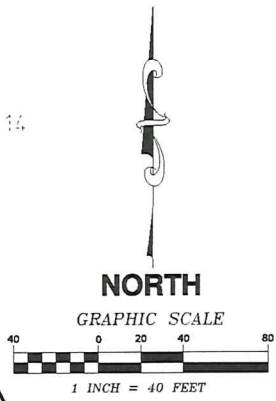
- DENOTES ELEVATION
- DENOTES TREE QUANTITY
- DENOTES TREE SIZE IN INCHES
- DENOTES TREE TYPE

SURVEY NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 09-29-25, and 11-13-25.
- Bearings shown are on Washington County datum.
- Parcel ID Number: 02-032-21-42-0005.
- Curb shots are taken at the top and back of curb.
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.

LEGEND

- DENOTES IRON MONUMENT FOUND
- DENOTES IRON MONUMENT SET, MARKED RLS #52140
- △ DENOTES SET LARGE IRON SPIKE
- DENOTES EXISTING ELEVATION
- DENOTES CLEAN OUT
- DENOTES ELECTRICAL BOX
- DENOTES FIBER OPTIC BOX
- DENOTES GAS METER
- DENOTES MAILBOX
- DENOTES MISCELLANEOUS MANHOLE
- DENOTES WELL
- DENOTES FENCE
- DENOTES RETAINING WALL
- DENOTES PROPOSED RETAINING WALL
- DENOTES BITUMINOUS SURFACE
- DENOTES CONCRETE SURFACE



E. G. RUD & SONS, INC.
 EST. 1877 Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 361-8200 Fax (651) 361-8701
 www.egrud.com

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

D. Hanson
 DANIEL S. HANSON
 Date: 12/3/2025 License No. 52140

Lot 12, Block 2, WATERS EDGE PRESERVE, Washington County, Minnesota.

DRAWN BY: RAF		JOB NO: 251075LS		DATE: 12-03-2025	
CHECK BY: DSH		FIELD CREW: MR			
1					
2					
3					
NO.	DATE	DESCRIPTION	BY		

CERTIFICATE OF SURVEY

~for~ **ANDY APLIKOWSKI**
~of~ **23375 ITASCA AVENUE N**
FOREST LAKE, MN

TREE DETAIL

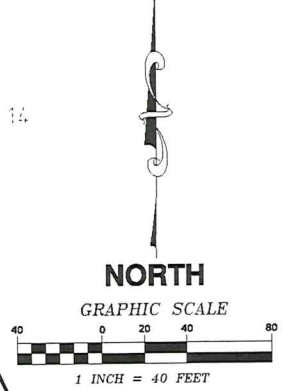
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SURVEY NOTES

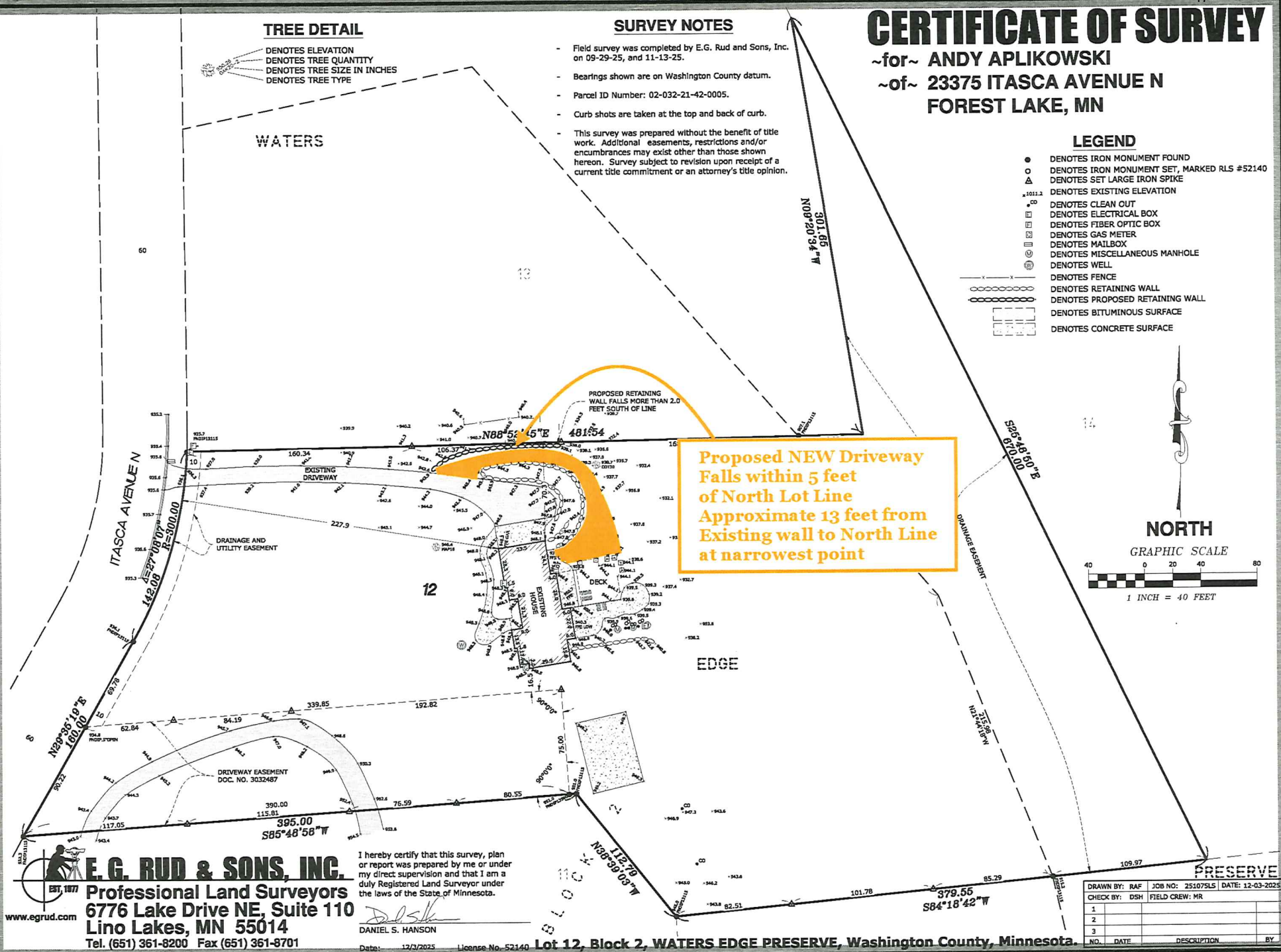
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Proposed NEW Driveway Falls within 5 feet of North Lot Line
Approximate 13 feet from Existing wall to North Line at narrowest point



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DRAWN BY: RAF		JOB NO: 251075LS		DATE: 12-03-2025	
CHECK BY: DSH		FIELD CREW: MR			
1					
2					
3					
NO.	DATE	DESCRIPTION	BY		



Measure distance ✕

Click on the map to add to your path

Total area: 2,292.67 ft² (213.00 m²)

Total distance: 396.07 ft (120.72 m)













**CITY OF FOREST LAKE
WASHINGTON COUNTY, MINNESOTA**

**PLANNING COMMISSION
RESOLUTION NO. 02-25-26-01**

**A RESOLUTION MEMORIALIZING PLANNING COMMISSION ACTIONS PERTAINING TO THE
VARIANCE REQUESTED AT 23375 ITASCA AVE N**

WHEREAS, ANDREW APLIKOWSKI (“Owner”) owns the real property located at 23375 Itasca Ave N, Forest Lake, Washington County, Minnesota, PID No. 02-032-21-42-0005 (the “Property”) as legally described on Exhibit A; and

WHEREAS, applicant ANDREW APLIKOWSKI (“Applicant”), submitted a complete application to the City of Forest Lake on January 14, 2026, requesting a 3.0 foot Driveway Side Yard Setback variance to allow the expansion of an existing driveway allowing access to an existing rear garage access on the Property (the “Variance”); and

WHEREAS, following publication and mailing of required notices, the Planning Commission held a duly noticed public hearing on February 25, 2026, at which all persons wishing to speak were provided an opportunity to be heard; and

WHEREAS, upon review of the request, the Planning Commission found that the Variance met the practical difficulty criteria contained in City Code §153.036(D)(1)(a–e).

NOW THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Forest Lake hereby approves a driveway side yard setback variance of 3.0 feet, allowing a 2.0-foot setback from the Property’s side property line with the following conditions:

1. Prior to construction, the property owner or applicant shall provide a grading plan to the City identifying drainage will not be directed onto the adjacent property to the north; erosion control measures downslope of the proposed driveway; drainage arrows indicating driveway drainage to the east; and drainage arrows directing drainage away from the garage door and the single-family dwelling.
2. Discharge of eroded material to adjacent property is not permitted. Any offsite discharge of sediment must be removed and turf restored.
3. The proposed retaining wall will be less than 4 feet high per applicant narrative (a building permit is required if wall exceeds 4 feet high).
4. Applicant shall ensure their site is in compliance with Comfort Lake-Forest Lake Watershed District (CLFLWD) rules/permitting.

ADOPTED by the Planning Commission of the City of Forest Lake this 25th day of February, 2026.

CITY OF FOREST LAKE

By: _____
Paul Girard, Planning Commission Chair

Attest: _____
Jolleen Chaika
Interim City Administrator

RESOLUTION NO. 02-25-26-01
EXHIBIT A

Primary Property Address:

23375 Itasca Ave N, Forest Lake, Washington County, Minnesota

Property Legal Description:

WATERS EDGE PRESERVE LOT 12 BLOCK 2

PID: 02-032-21-42-0005