NORWOOD nya YOUNG AMERICA

CITY COUNCIL AGENDA

April 29, 2015

6:30 PM

City of Norwood Young America,
310 West Elm Street, PO Box 59, NYA MN 55368
(952) 467-1800

SPECIAL MEETING – 6:30 P.M. LARGE CONFERENCE ROOM

1. **Call Meeting of City Council to Order**

2. **Approve Agenda**

3. **Introductions, Presentations, Proclamations, Awards, and Public Comment** (Individuals may address the City Council about any non-agenda item of concern. Speakers must state their name, address, and limit their remarks to three minutes. The City Council will not take official action on these items, but may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting agenda.)

4. **Consent Agenda** (NOTE TO THE PUBLIC: All those items listed as part of the Consent Agenda will be approved by a single motion, unless a request to discuss one of those items is made prior to that time. Anyone present at the meeting may request an item to be removed from the consent agenda. Please inform the Council when they approve the agenda for this meeting.)

5. **Old Business**

6. **New Business**

   6.1 Home Occupations
   6.2 Allowing Limited Industrial in C-3, Downtown District
   6.3 Oak Lane Water & Sewer Services
   6.4 WWTF Generator Emissions Upgrade
   6.5 Portable Generator and Pipe & Cable Locator Purchase Proposals

7. **Council Member Reports**

8. **Mayor's Report**

9. **Adjournment**

TO: Honorable Mayor Diedrick and City Council Members

FROM: Steve Helget, City Administrator

DATE: April 29, 2015

SUBJECT: Home Occupations

The Planning Commission held a public hearing earlier this month to amend the Zoning Code as it pertains to home occupations. The Commission unanimously approved the enclosed ordinance and is recommending such to the City Council.

Mayor Diedrick requests the Council review/discuss the proposed ordinance prior to it being presented at a regular meeting for consideration and adoption. Proposed is to discuss the permitting requirements, the amount of space a home occupation may occupy, and other proposed requirements.

MUNICIPAL
DEVELOPMENT GROUP, INC.

To: Chairperson Heher
Members of the Planning Commission
Administrator Helget

From: Cynthia Smith Strack, Municipal Development Group, Inc.

Date: April 15, 2015

Re: Public Hearing: Home Occupations Ordinance

BACKGROUND
The Planning Commission has been reviewing home occupations standards since November of last year. The Commission will hold a public hearing on the proposed standards at the April meeting.

The proposed amendment will allow additional flexibility in the type of home occupations allowed. The proposed ordinance provides for prohibited, permitted, and special home occupations. Under the proposed ordinance, permitted home occupations are allowed provided the City is notified of the intent to operate a permitted home occupation. The proposed amendment will require special home occupations obtain an interim use permit. The interim use permit will allow for input from neighbors prior to establishment of the special home occupation. At this time home occupations, if allowed, require City approval and are specifically limited to occurring within a dwelling.

A copy of the proposed Ordinance is attached. Proposed new language is indicated in **bold, underlined type face**. Language proposed to be deleted is indicated in ~~strikethrough~~. It is noted some renumbering has occurred as part of the language update. For ease in incorporating the draft standards into the existing Code, this Ordinance will repeal and replace existing standards as opposed to amending existing subdivisions.

ACTION:
The Planning Commission shall hold the public hearing. The Planning Commission will be asked to make a recommendation to the City Council to approve or deny the Ordinance during the business portion of the PC meeting.

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CITY OF NORWOOD YOUNG AMERICA
ORDINANCE NO. [redacted]

AN ORDINANCE REPEALING AND REPLACING SECTION 1245.09 OF THE CITY CODE RELATING TO HOME OCCUPATIONS.

I. THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA, MINNESOTA TO PROMOTE THE PUBLIC SAFETY, HEALTH, AND WELFARE, HEREBY ORDAINS CHAPTER 12, SECTION 1245.09 OF THE CITY CODE SHALL BE REPEALED AND THE REPLACED WITH THE FOLLOWING:

1245.09 Home Occupations.

Subd. 1 In General. Home Occupations may be permitted in any district where they do not jeopardize the health, safety and general welfare of the surrounding neighborhood. All home occupations conducted in the home shall comply with the provisions of this Section. This Section shall not be construed, however, to apply to home occupations accessory to farming.

Subd. 2 Purpose and Intent.

A. **The purpose of this Section is to provide for the conducting of home occupations while protecting the health, safety, and general welfare of the surrounding neighborhood.**

B. **The intent of this Section is to establish operational standards and review procedures for home occupations. This Section provides a mechanism to distinguish between permitted home occupations that are allowed under administrative permit and more intense home occupations which require an interim use permit and public hearing.**

Subd. 3 Scope.

A. **All occupations conducted in a dwelling unit or on the premises of a principal residential use shall comply with the provisions of this Section, the provisions of the district in which it is located, and all other Sections of the City Code.**

B. **Home occupations are defined as and limited to all of the following:**

1. **Gainful occupations or professions engaged in by the occupant(s) of a dwelling;**

2. **Which are carried on within a dwelling unit or structure(s) accessory thereto; and,**

3. **Which are clearly incidental to the principal use of the property as a residential dwelling unit.**

C. **Home occupations shall be classified as either 'Permitted' or 'Special' home occupations. Home occupations not specifically identified as 'Permitted' or 'Special' shall be considered prohibited. Permitted home occupations are allowed without a permit but shall adhere to the 'General Performance Standards' contained in this Section as may be amended. 'Special home occupations require the issuance of an 'Interim Use Permit' as provided for in Section 1210.07 of the City Code as may be amended and shall adhere to the 'General Performance Standards' contained in this Section as may be amended.**

D. **Home occupations whether permitted or allowed under an 'Interim Use Permit' are not transferable, shall expire when the occupation ceases, and/or shall expire upon the sale of the subject property or transfer of title to the real estate upon which the occupation is conducted.**

E. **Home occupations existing on the effective date of this Ordinance are considered legal non-conforming uses and shall be allowed to continue. In the event an expansion, enlargement, or intensification of an existing home occupation is contemplated, the standards of this Section shall be applied.**

F. **Nothing in this Section is intended to prohibit or regulate non-commercial activities in residential neighborhoods.**

Subd. 4 Prohibited Home Occupations.

A. Home occupations involving illegal substances, illegal devices, and/or unlawful activities are prohibited.

B. Home occupations involving sexually oriented materials and/or activities as defined by Mn. Statutes as may be amended are prohibited.

C. Home occupations conducted in a manner which produce noise, vibration, smoke, dust, odors, heat, electrical interference, or glare detectable at or beyond the premises are prohibited.

D. Home occupations involving materials or storage of items declared a public nuisance, as defined in Chapter Six of the City Code, as may be amended.

E. Home occupations with contractor storage yards. Contractor storage yards are defined as areas out-of-doors used for the storage of tools, equipment, building materials, sand, soil, rock, gravel, vegetation, paints, pipe, or electrical components which are used in or associated with building or construction contractor. Building or construction contractors include general contractors, excavation contractors, landscaping contractors, building

contractors, plumbing contractors, electrical contractors, HVAC contractors, concrete or masonry contractor, and other specialty contractors.

F. Home occupations generating hazardous waste or noxious matter.

~~**Subd. 3 Uses Not Permitted.** The following uses have a tendency to be too intense or potentially disruptive for home occupations and thereby adversely affect residential areas. The following uses are specifically not permitted as home occupations:~~

~~A. Repair services of all kinds including auto repair, appliance repair, and small engine repair.~~

~~B. Music, dance, or exercise instruction which provides instruction to groups of more than two individuals at a time.~~

~~C. Medical and dental offices.~~

~~D. Mortuaries.~~

~~E. Kennels.~~

~~F. Automobile and equipment sales.~~

Subd. 5 Performance Standards.

A. **All Permitted** Home Occupations **and Special Home Occupations** shall comply with the following Performance Standards.

1. ~~No~~ Home occupation**s** shall **be conducted in a manner which** produce**s no indication of** light, glare, noise, odor, ~~or~~ vibration**, smoke, dust, or heat detectable at or beyond the premises** ~~that will in any way have an objectionable effect upon adjacent or nearby property~~.

2. Equipment used in conjunction with a home occupation shall not create electrical interference to surrounding properties.

3. ~~All~~ **H**ome occupations shall comply with ~~the performance criteria or nuisance ordinance~~ **Chapter Six of the City Code relating to nuisances**.

4. ~~Any~~ **H**ome occupation**s** shall be clearly incidental and **subordinate** ~~secondary~~ to the **principal** residential use of the ~~premises~~ **property** shall ~~should~~ not change the residential character ~~thereof, and shall result in no incompatibility or disturbance to the surrounding residential uses~~ **of the neighborhood, be incompatible with surrounding land uses, disturb surrounding residential uses, or be intrusive to surrounding dwellings**.

5. **Home occupations shall not require internal or** ~~No~~ exterior structural modifications **or alterations** or **involve construction** features not customarily found in dwellings except where required to comply with local and state fire and police recommendations.

6. **Operation of a home occupation shall be limited to the residential dwelling, an attached garage, or an accessory structure**. ~~All home occupations shall be conducted entirely within the principal dwelling and may not be conducted in accessory buildings. All storage associated with the home occupation shall occur in the principal dwelling.~~

7. **Home occupation walk-in traffic shall be conducted only between the hours of 6:00 a.m. and 10:00 p.m.** ~~No home occupation shall be conducted between the hours of 10:00 p.m. and 7:00 a.m. unless said occupation will create no on-street parking demand.~~

8. ~~Only one other person beyond those who customarily reside on the premises shall be employed.~~ **Home occupations shall not occupy or use greater than twenty-five percent (25%) of the combined footprint of structures on the subject parcel. In addition, a home occupation shall not occupy or use greater than twenty-five percent (25%) of the lot area; except that home day care providers may use greater than twenty-five percent (25%) of the lot area for play/recreation purposes**.

9. ~~Only one sign shall be permitted. Such sign shall be a non-illuminated nameplate of not more than one square foot in area, and shall be attached to the entrance of the dwelling.~~ **Signage for home occupations shall be limited to one (1) non-illuminated sign which shall not exceed four (4) square feet in area**.

10. ~~There shall be no storage of equipment used in the home occupation, except personal automobiles used in the home occupation may be parked on the site.~~ **Exterior storage of items related to the home occupation is prohibited unless specifically allowed elsewhere within the City Code.**

    ~~Parking demands associated with the use shall be accommodated within the accessory garage and the normal driveway area.~~

    ~~No loading or unloading or other outdoor activities, except parking, shall be permitted.~~

11. ~~No sale of products or merchandise shall occur on the lot or within any buildings on the lot except that merchandise which is stored elsewhere than on the lot may be sold via the electronic medium, provided customers do not come to the home occupation premises for any part of the transaction.~~ **Home occupations shall not generate excessive employee, customer, or client traffic that is detrimental to the character of the surrounding properties.**

12. **Areas used for** home occupations shall meet all applicable fire and building codes.

13. **A home occupation shall not be established before a dwelling unit exists on the subject property**.

14. **Home occupations shall be operated and licensed as required by applicable state and/or federal law.**

Subd. 6 Permitted Home Occupations.

A. **Permitted home occupations are those home occupations which are not identified as 'Prohibited Home Occupations' under Subd. 4 of this Section or 'Special Home Occupations' under Subd. 7 of this Section as may be amended.**

B. **Permitted home occupations require administrative approval by the Zoning Administrator.**

C. **Permitted home occupations shall comply at all time with the "Performance Standards" contained in Subd. 5 of this Section as may be amended.**

Subd. 7 Special Home Occupations.

A. **Special home occupations require the issuance of an 'Interim Use Permit' as provided for in Section 1210.07 of the City Code as may be amended.**

B. **Special home occupations are activities which include any of the following:**

1. **Home occupations involving retail or wholesale trade on-site which is conducted by more persons than the occupant of the dwelling unit.**

2. **Home occupations providing services on-site which are conducted by more persons than the occupant of the dwelling unit.**

3. **Home occupations involving outdoor storage of materials not typically associated with residential dwellings.**

4. **Home occupations involving outdoor storage of items of which the dwelling unit occupant is not the fee owner.**

5. **Home occupations conducted between the hours of 10:00 p.m. and 6:00 a.m. that generate walk-in traffic.**

6. **Home occupations involving 'Dangerous Weapons' as defined by Mn. Statutes, provided:**

   i. **The Applicant possesses a current federal firearms license.**

   ii. **The Applicant provides written evidence of home owners/rental insurance specifying current coverage for proposed home occupation.**

   iii. **The applicable federal firearms license and home owners/rental insurance are maintained.**

   iv. **Inspection of the facility by the Fire Chief and adherence to conditions as required by said Fire Chief.**

   v. **Adherence to conditions imposed under Subd. C of this Section, as may be amended.**

7. **Home occupations involving the regular, reoccurring delivery or pick-up of materials by commercial vehicles more than one time per week.**

C. **Right to Impose Conditions for Special Home Occupations.**

1. **The City Council may impose such conditions on the granting of an interim use permit for a special home occupation as may be necessary to carry out the purpose and provisions of this Section.**

2. **Such conditions may include, but are not limited to:**

   i. **Limiting hours of operation.**

   ii. **Limiting the number of vehicles at the site at one time to no more than two (2) vehicles relating to a home occupation.**

   iii. **Limiting the amount of vehicles used in conducting the home occupation.**

   iv. **Requiring parking be provided on-site and off of the public street.**

   v. **Limiting the duration and/or volume of on-street parking.**

   vi. **Limiting the number of employees not residing at the premises who are involved in a home occupation to a maximum of two (2) persons.**

   vii. **Limiting the volume of traffic generated by the home occupation.**

viii. **Limiting the amount of outdoor storage of materials, property other than real estate, chattel, and/or equipment used or stored on-site in conjunction with the home occupation.**

ix. **Requiring additional setbacks and/or buffering so as to reduce noise, vibration, smoke, dust, odors, heat, or glare detectable at or beyond the property line resulting from the home occupation.**

x. **Limiting the number of customers, guests, and/or clients present at the site in conjunction with the home occupation.**

xi. **Limiting the amount of time the Interim Use Permit is in effect to a specific date, time, or event occurrence.**

xii. **Requiring inspection by law enforcement, the Building Official, and/or the Fire Chief and adherence to public safety conditions imposed thereby.**

Subd. 8 Home Occupations Existing Prior to Effective Date.

A. **Home occupations existing prior to the effective date of this Ordinance [illegible] that are prohibited under this Ordinance shall be considered legal non-conforming uses and shall be subject Section 1215 of the City Code, as may be amended, relating to non-conformance.**

~~Existing home occupations lawfully existing on the date of this Ordinance may continue as nonconforming uses. Expansion of a nonconforming home occupation is prohibited. Any existing occupation that is discontinued for a period of more than one (1) year, or is in violation of the Ordinance provisions under which it was initially established, shall be brought into conformity with the provisions of this Section.~~

B. **Home occupations in existence prior to the effective date of this Ordinance [illegible] that require an Interim Use Permit under the standards of this Ordinance shall be required to obtain as applicable, an Interim Use Permit if/when one of the following occurs:**

1. **The home occupation ceases for more than one year.**

2. **The nature of the home occupation changes to a different type of home occupation requiring an interim use permit.**

3. **The existing home occupation is expanded, enlarged, or intensified as defined in the Zoning Ordinance relating to non-conformance.**

C. **Home occupations in existence prior to the effective date of this Ordinance [redacted] that require administrative approval shall be required to obtain said administrative approval if/when one of the following occurs:**

1. **The home occupation ceases for more than one year.**

2. **The nature of the home occupation changes to a different type of home occupation.**

3. **The existing home occupation is expanded, enlarged, or intensified as defined in Section 1215 relating to non-conformance.**

Subd. 9 Right of Entry.

~~The City of Norwood Young America hereby reserves the right to inspect the premises in which the home occupation is being conducted to insure compliance with the provisions of the Section.~~

The Zoning Administrator or designee, whenever necessary to make an inspection to enforce this Chapter, may enter such building or premises at all reasonable times to inspect. If the building or premises is occupied, the Zoning Administrator or designee shall first present proper credentials and request entry. If a building or premises is unoccupied, the Zoning Administrator or designee shall make a reasonable effort to locate the owner or other persons having charge or control of the building or premises and request entry. If requested entry is refused, the Zoning Administrator or designee shall have recourse to every remedy provided under Chapter 1 or Chapter 2 of the City Code so as to secure entry.

II. EFFECTIVE DATE: THIS ORDINANCE IS EFFECTIVE UPON ITS ADOPTION AND PUBLICATION AS PRESCRIBED BY LAW.

Adopted by the City of Norwood Young America on the ___ day of _____, 2015.

Attest: _____
Tina Diedrick, Mayor

_____
Steven Helget, City Administrator

Adopted:
Published:

TO: Honorable Mayor Diedrick and City Council Members

FROM: Steve Helget, City Administrator

DATE: April 29, 2015

SUBJECT: Allowing Limited Industrial in C-3, Downtown District

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The Planning Commission held a public hearing earlier this month to amend the Zoning Code to allow limited industrial in the C-3, Downtown District as a conditional use. The Commission unanimously approved the enclosed ordinance and is recommending such to the City Council.

Mayor Diedrick requests the Council review/discuss the proposed ordinance prior to it being presented at a regular meeting for consideration and adoption. Proposed is to discuss whether to allow limited industrial in the C-3 zone as permitted or conditional use. If it is permitted there is no application or use review requirement.

MUNICIPAL
DEVELOPMENT GROUP, INC.

To: Chairperson Heher
Members of the Planning Commission
Administrator Helget

From: Cynthia Smith Strack, Municipal Development Group, Inc.

Date: April 15, 2015

Re: Public Hearing: Ordinance Amendment.
Allow Limited Manufacturing Activities in C-3 Downtown Districts as a Conditional Use

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BACKGROUND

After the March regular Planning Commission a business owner from Waconia approached the City regarding a limited manufacturing use for 321 Elm Street. The proposed use involved making products from previously treated leather materials. The business owner stressed the importance of being able to move on property purchase by the close of April.

As written the C-3 Downtown District doesn't allow for any type of manufacturing, assembly, or production and, therefore, the contemplated use would not have been allowed. Following discussion with the business prospect and City Administrator a decision was made to draft language allowing limited manufacturing in the C-3 and to advertise a public hearing related thereto.

I regret the full Planning Commission could not discuss the potential amendment prior to the hearing notice being published, however, it appeared to be a logical approach at that time. Since the hearing notice was advertised the business prospect has found an alternative site for consideration in NYA. Following discussion with the City Administrator we are asking the Commission to hold the hearing and consider the proposed ordinance amendment.

To those ends an amendment to allow limited manufacturing under a CUP in the C-3 Downtown District has been drafted. Please note the language is similar to that required of contractor operations in the C-3 District which are also a conditional use. A copy of the proposed Ordinance is attached.

ACTION:

The Planning Commission shall hold the public hearing. The Planning Commission will be asked to make a recommendation to the City Council to approve or deny the Ordinance during the business portion of the PC meeting.

ATTACHMENTS:

Memo
Proposed Ordinance
Existing Code Language for C-3 District

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staff@municipaldevelopmentgroup.com • www.municipaldevelopmentgroup.com

CITY OF NORWOOD YOUNG AMERICA

ORDINANCE NO. ___

AN ORDINANCE AMENDING SECTION 1230.10, SUBD. 4 OF THE CITY CODE RELATING TO CONDITIONAL USES ALLOWED WITHIN THE C-3 DOWNTOWN DISTRICTS AND SECTION 1210.06, SUBD. 3, B BY ADDING SUBP. 22 RELATING TO SPECIFIC STANDARDS FOR GRANTING A CONDITIONAL USE PERMIT FOR CUSTOM OR LIMITED MANUFACTURING ACTIVITIES IN THE C-3 DISTRICT.

I. THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA, MINNESOTA TO PROMOTE THE PUBLIC SAFETY, HEALTH, AND WELFARE, HEREBY ORDAINS CHAPTER 12, SECTION 1230.10, SUBD. 4 SHALL BE AMENDED AS FOLLOWS:

Subd. 4 Conditional Uses. The following uses are permitted, subject to the provisions of Section 1210.06:

Principal Uses:

A. Contractor Operations *(Amended by Ord. 216; 8-24-2009)*
B. Lodging Services, such as hotels, motels and bed and breakfasts.
C. Entertainment Services, such as motion picture theaters and bowling alleys
D. Licensed Daycare Facilities
E. ***Custom or Limited Manufacturing, Assembly, or Treatment of Articles or Merchandise from Previously Prepared Materials, such as cloth, fiber, leather, metal, paper, plastic, stone, wax, wood, and wool***

Accessory Uses:

A. Outdoor Dining;
B. Recreational Facilities;

II. BE IT FURTHER ORDAINED CHAPTER 12, SECTION 1210.06, SUBD. 3,B SHALL BE AMENDED BY ADDING SUBP. 22 AS FOLLOWS:

22. Custom or Limited Manufacturing, Assembly, or Treatment of Articles or Merchandise from Previously Prepared Materials, such as cloth, fiber, leather, metal, paper, plastic, stone, wax, wood, and wool in the C-3, Downtown Districts shall conform to the following standards:

a. ***No outdoor storage of any kind, including but not limited to materials, equipment, or machinery shall be permitted.***

b. ***All business vehicles shall be accommodated by off-street parking.***
c. ***Office or retail sales areas shall be maintained at the front (street-facing) side of the building.***
d. ***The standards of Section 1245.01 (Performance Standards) and 1245.02 (Architectural Standards and Guidelines) apply.***

III. EFFECTIVE DATE: THIS ORDINANCE IS EFFECTIVE UPON ITS ADOPTION AND PUBLICATION AS PRESCRIBED BY LAW.

Adopted by the City Council of the City of Norwood Young America this __ day of _____, 2015.

_____

Tina Diedrick, Mayor

Attest:

_____

Diane Frauendienst, City Clerk/Treasurer

B. Outdoor Dining;
C. Outdoor Storage;

Subd. 5 Interim Uses. The following uses are permitted as an interim use, subject to the provisions of Section 1210.07:

A. Outdoor Storage

Subd. 6 Lot Requirements and Setbacks. The following requirements and setbacks are the minimum amount allowed in the C-2 District; with the exception of "Lot Coverage" which shall be the maximum amount allowed:

A. Lot Area:	20,000 square feet
B. Lot Width:	200 feet
C. Lot Coverage:	80%
D. Building Height:	35 feet (principal structure)
	25 feet (accessory structure)

E. Setbacks:

Principal Structures:

Front yard:	25 feet
Side yard:	5 feet
Side yard:	30 feet (if adjacent to a residential district)
Street side yard:	25 feet
Rear yard:	20 feet
Rear yard:	30 feet (if adjacent to a residential district)

Accessory Structures:

Front yard:	not permitted in front yards
Side yard:	5 feet
Street side yard:	25 feet
Rear yard:	5 feet
Alley rear yard:	10 feet

Subd. 7 Architectural Standards and Guidelines. Architectural Standards and Guidelines shall follow the provisions of Section 1245.03 of this Chapter.

1230.10 C-3 Downtown Districts

Subd. 1 Intent. The C-3, Downtown Districts, which include the original Norwood downtown, known as "Downtown Business" and the original Young America downtown, known as "Community Uptown", is intended to serve as the specialized service, retail, employment, and public business district for the community. The specific intent of this district is:

A. To be the focal point for specialty services and goods focusing on neighborhood service related businesses;
B. To allow for mixed commercial and residential uses since the district offers convenient access to services.
C. To promote pedestrian-friendly design and development and encourage gathering areas.

Subd. 2 Permitted Uses. The following uses are permitted in the Downtown District:

A. General commercial office space;
B. Professional Services, such as medical/dental clinics, law offices, and accounting offices;
C. Finance, Insurance and Real Estate;
D. Personal or Business Services, such as laundry, barber, shoe repair, beauty salons, photography studios and physical fitness centers less than 5,000 square feet
E. Public facilities serving all or portions of the city, such as municipal offices, library, post office.
F. Retail Trade, such as grocery, hardware, drug, clothing, appliance and furniture stores.
G. Dwelling units, if located above the street level in nonresidential structures.
H. Specialty Shops, such as book and stationary stores, candy stores, ice cream parlors, tobacco, coffee, gift and florist shops;
I. Standard restaurants
J. On and off-sale liquor establishments
K. Public Parks

Subd. 3 Permitted Accessory Uses. The following accessory uses are permitted in the Downtown Districts.

A. Off-street parking and loading facilities, subject to Section 1250
B. Fences, subject to Section 1245.05
C. Lighting, subject to Section 1245.08
D. Decks, patios and porches in conjunction with the principal use;
E. Signs, subject to Section 1260

Subd. 4 Conditional Uses. The following uses are permitted, subject to the provisions of Section 1210.06:

Principal Uses:

A. Contractor Operations *(Amended by Ord. 216; 8-24-2009)*
B. Lodging Services, such as hotels, motels and bed and breakfasts.
C. Entertainment Services, such as motion picture theaters and bowling alleys
D. Licensed Daycare Facilities

Accessory Uses:

A. Outdoor Dining;
B. Recreational Facilities;

Subd. 5 Lot Requirements and Setbacks. The following requirements and setbacks are the minimum amount allowed in the C-3 District, with the exception of "Lot Coverage" and building height, which shall be the maximum amount allowed:

A. Lot Area:	no minimum established
B. Lot Width:	no minimum established
C. Lot Coverage:	no maximum established
D. Building Height:	45 feet (principal structure) *(Amended by Ord. 216; 8-24-2009)*
	25 feet (accessory structure)

E. Setbacks:

Principal Structures:

Front yard:	0 feet
Side yard:	0 feet
Side yard:	5 feet (if adjacent to a residential district)
Street side yard:	0 feet
Rear yard:	0 feet
Rear yard:	10 feet (if adjacent to a residential district or alley)

Accessory Structures:

Front yard:	not permitted in front yards
Side yard:	5 feet
Street side yard:	0 feet
Rear yard:	5 feet
Alley rear yard:	10 feet

Subd. 6 Architectural Standards and Guidelines. Architectural standards and guidelines shall follow the provisions of Section 1245.02 of this Chapter.

1230.11 B-1 Business Industrial District

Subd. 1 Intent. The B-1, Business Industrial District is intended to provide an area identified for light industrial and large-scale office-park development.

Subd. 2 Permitted Uses. The following uses are permitted in the Business Industrial District:

A. Automobile repair, major
B. Contractor Yards
C. Light Industrial
D. Office Complexes
E. Garden and landscaping services
F. Mini-storage facilities
G. Retail in association with a contractor yard or wholesale trade business
H. Vocational and Technical Schools
I. Warehouses
J. Wholesale Trade and Showrooms

Subd. 3 Permitted Accessory Uses. The following accessory uses are permitted in the Business Industrial District.

A. Commercial or business buildings and structures for a use accessory to the principal use;
B. Fences, subject to Section 1245.05;
C. Lighting, subject to Section 1245.08;
D. Signs, subject to Section 1260.

Subd. 4 Conditional Uses. The following uses are permitted, subject to the provisions of Section 1210.06:

Principal Uses:

A. Adult Entertainment;

TO: Honorable Mayor Diedrick and City Council Members

FROM: Steve Helget, City Administrator

DATE: April 29, 2015

SUBJECT: Oak Lane Water & Sewer Services

Proposed is to discuss the installation of sanitary sewer along Tacoma Avenue. As reported in 2014, the City has not had success in obtaining an easement from the Luebke Trust to install the sewer main on the east side of Tacoma Ave. In the alternative is to install the sanitary on the west side of the road. Bolton & Menk has estimated the cost at $110,000. Enclosed an aerial photo identifying where the sewer line would be installed on the west side of Tacoma Ave. (red line). Proposed is to discuss how the City may move ahead with completion of this project.

Project Details:

1. will need to directional bore about 680' of 6" sanitary sewer pipe and install 3 manholes.
2. sewage will flow north to the lift station located by trail and pumped into the force main that flows to the south.
3. need to obtain 10' easements from Johnson and Murphy properties, but not Wickenhauser property because the manhole will be placed in the Oak Lane right-of-way.
4. Murphy and Wickenhauser will be the only properties served by this sanitary sewer. The Johnson property is already serviced by the sewer line that is located north of their property and extends to the west adjacent to the trail.

Discussion Items:

1. Project financing and timeline.
2. Determine if reduced trunk fees will be extended past 12/31/15 for Murphy and Wickenhauser since sewer service will not be available this year.
3. Determine extent of engineering services for sanitary sewer extension project.
4. Discuss storm water fee and future water/sewer trunk fees.

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H:\NOYA\C12105687\C3D\Display\CR 34 Sewer Options Figure.dwg 2/25/14 10:51 am

BOLTON & MENK, INC.
Consulting Engineers & Surveyors
MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN BURNSVILLE, MN
WILLMAR, MN CHASKA, MN RAMSEY, MN MAPLEWOOD, MN
BAXTER, MN ROCHESTER, MN AMES, IA SPENCER, IA

CITY OF NORWOOD YOUNG AMERICA

CSAH 34 SANITARY SEWER EXTENSION
ALTERNATE OPTIONS FIGURE

FIGURE 1

TO: Honorable Mayor Diedrick and City Council Members

FROM: Steve Helget, City Administrator

DATE: April 29, 2015

SUBJECT: WWTF Generator Emissions Upgrade

In respect to electric power of the water and wastewater treatment facilities, the City participates in peak shaving with Xcel Energy. The concept is when Xcel experiences periods of peak demands of electrical usage from all its customers, they can stop providing power to our treatment facilities. In those instances the City would operate its generators to power the plants. This is a very common program. By participating in peak shaving Xcel provides the City with a lower per kilowatt hour rate which translates into a savings of about $10,000 per year. Enclosed are handouts reflecting the savings the City experienced in 2013 and 2014.

In 2010, the U.S. Environmental Protection Agency came out with new emission standards for different sizes of engines (see encloses). They're equivalent to installing a cadillac converter on the engine. These new standards affect our generator at the wastewater plant. The water plant generator is not affected because it was purchased after June 2006.

In order to continue to participate in Xcel Energy's peak shaving program, the City must come into compliance with the EPA's emissions standards.

Ryan Winter, Public Utilities Director has researched and obtained proposals for conducting the emissions upgrade to the generator at the WWTF and it will cost about $20,000. Ryan will provide additional information at the meeting. Proposed is discuss making the emissions upgrade to the WWTF generator and the timeframe for completion.

Xcel Energy

2013

Minnesota Peak Controlled Rate Comparison

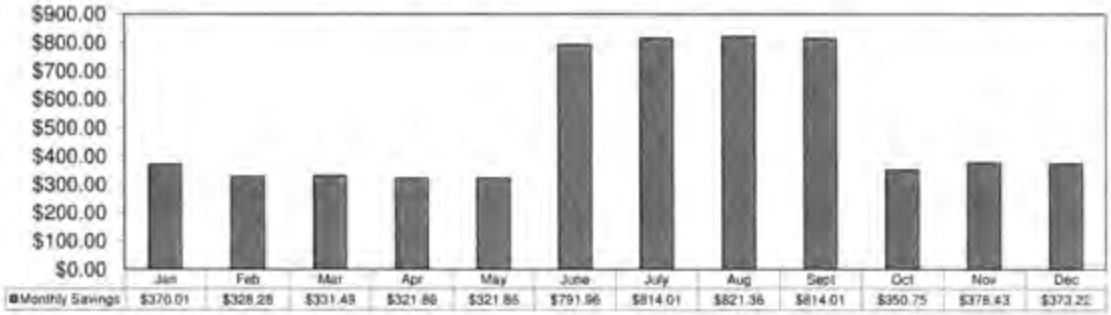
City of Norwood Young America
104 3rd Ave SE - Water Plant
NYA, MN

Projected* Annual Savings: $ 6,015

Estimated Pre-determined Level: 0 kW

Tier and Level: 2C

Peak Control Savings



Account Number:	346976
Premise Number:	304255188
Meter Number:	17955547

* Note: Projections based on historical data.
Savings are based on demands being at or below pre-determined level during control days.
Penalties will incur if Pre-determined level is not met during control days.
Availability is restricted to customers with a minimum controllable demand of 50 kW.

Prepared by:
Val Depke
April 7, 2015
Phone: 800.481.4700
Fax: 800.311.0050

Xcel Energy

2014

Minnesota Peak Controlled Rate Comparison

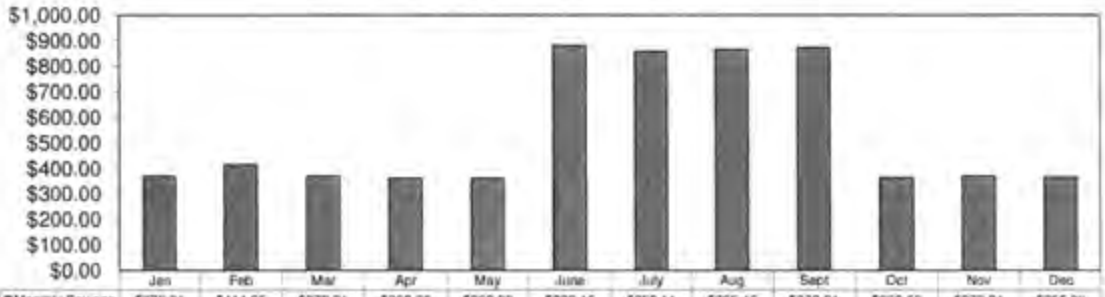
City of Norwood Young America
104 3rd Ave SE - Water Plant
NYA, MN

Projected* Annual Savings: $ 6,453

Estimated Pre-determined Level: 0 kW

Tier and Level: 2C

Peak Control Savings



	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Monthly Savings	$370.01	$414.95	$370.01	$360.38	$360.38	$880.16	$858.11	$865.46	$872.81	$363.59	$370.01	$366.89

Account Number: 346976
Premise Number: 304255188
Meter Number: 17955547

* Note: Projections based on historical data.
Savings are based on demands being at or below pre-determined level during control days.
Penalties will incur if Pre-determined level is not met during control days.
Availability is restricted to customers with a minimum controllable demand of 50 kW.

Prepared by:
Val Depke
April 7, 2015
Phone: 800.481.4700
Fax: 800.311.0050

Xcel Energy

2013

Minnesota Peak Controlled Rate Comparison

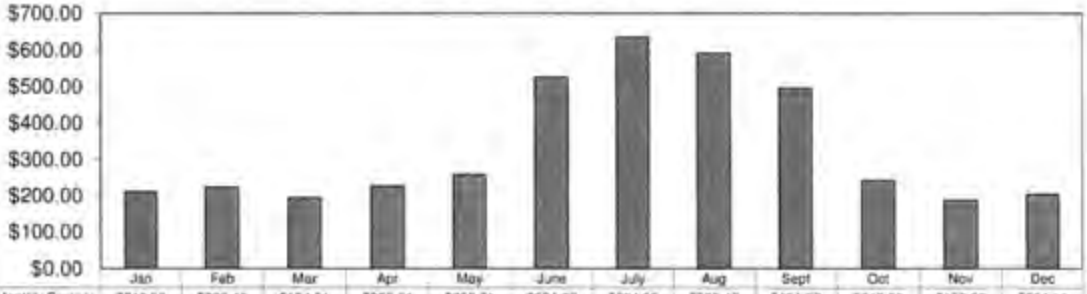
City of Norwood Young America
510 E Elm St - WWTF
NYA, MN

Projected* Annual Savings: $ 3,993

Estimated Pre-determined Level: 0 kW

Tier and Level: 2C

Peak Control Savings



	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Monthly Savings	$210.56	$223.40	$194.51	$226.61	$258.71	$524.27	$634.52	$590.42	$494.87	$242.66	$188.09	$204.14

Account Number:	4508333
Premise Number:	303405406
Meter Number:	17955526

* Note: Projections based on historical data.
Savings are based on demands being at or below pre-determined level during control days.
Penalties will incur if Pre-determined level is not met during control days.
Availability is restricted to customers with a minimum controllable demand of 50 kW.

Prepared by:
Val Depke
April 7, 2015
Phone: 800.481.4700
Fax: 800.311.0050

Xcel Energy

2014

Minnesota Peak Controlled Rate Comparison

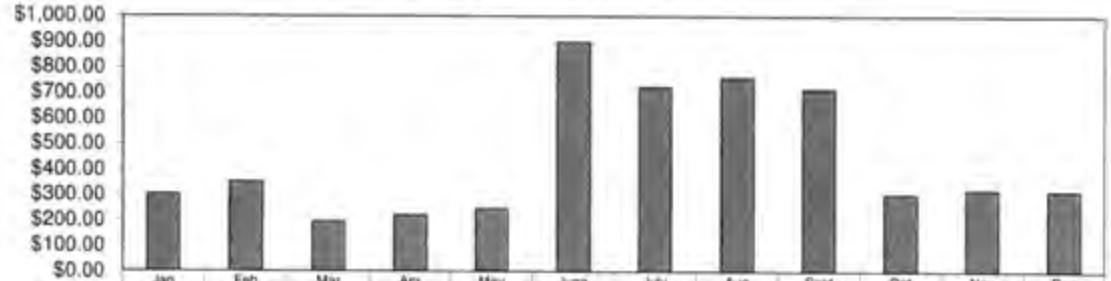
City of Norwood Young America
510 E Elm St - WWTF
NYA, MN

Projected* Annual Savings: $ 5,353

Estimated Pre-determined Level: 0 kW

Tier and Level: 2C

Peak Control Savings



	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Monthly Savings	$303.65	$351.80	$194.51	$220.19	$245.67	$899.12	$722.72	$759.47	$715.37	$303.65	$319.70	$316.49

Account Number:	4508333
Premise Number:	303405406
Meter Number:	17955526

* Note: Projections based on historical data.
Savings are based on demands being at or below pre-determined level during control days.
Penalties will incur if Pre-determined level is not met during control days.
Availability is restricted to customers with a minimum controllable demand of 50 kW.

Prepared by:
Val Depke
April 7, 2015
Phone: 800.481.4700
Fax: 800.311.0050

EPA United States Environmental Protection Agency

Technology Transfer Network - Air Toxics Web Site

Stationary Internal Combustion Engines

Announcements

- **Response to Petitions for Reconsideration**
  August 6, 2014 - Petitions for Reconsideration and EPA's response are available on the Technical Info page.
  August 15, 2014 - The notice announcing the final decision on reconsideration is available on the FR Notices page.

What Are Stationary Internal Combustion Engines?

Stationary Internal Combustion Engines use pistons that alternatively move back and forth to convert pressure into rotating motion. They're commonly used at power and manufacturing plants to generate electricity and to power pumps and compressors. They are also used in emergencies to produce electricity and pump water for flood and fire control. The U.S. Environmental Protection Agency (EPA) has recently finalized new air quality regulations that place requirements on owners and operators of a wide variety of stationary engines.

Why Does EPA Regulate Stationary Engines?

Stationary Internal Combustion Engines are common combustion sources that collectively can have a significant impact on air quality and public health. The air toxics emitted from stationary engines include formaldehyde, acrolein, acetaldehyde and methanol. Exposure to these air toxics may produce a wide variety of health difficulties for people including irritation of the eyes, skin and mucous membranes, and central nervous system problems. Engines also emit the conventional air pollutants created when fuel is burned including carbon monoxide (CO), nitrogen oxides (NOx), volatile organic compounds (VOCs), and particulate matter (PM). The health effects of these pollutants include a range of respiratory (breathing) issues, especially asthma among children and seniors.

How Does EPA Regulate Stationary Engines?

EPA air quality requirements for stationary engines differ according to:

- whether the engine is **new** or **existing**, and
- whether the engine is located at an area source or major source and whether the engine is a compression ignition or a spark ignition engine. "Spark ignition" engines are further subdivided by power cycle - i.e., two vs. four stroke, and whether the engine is "rich burn" (burning with a higher amount of fuel as compared to air) or "lean burn" (less fuel compared to air) engine.

Several regulations have expanded the number and type of stationary RICE that must comply with federal requirements. These include:

- **National Emission Standard for Hazardous Air Pollutants (NESHAP)** for Reciprocating Internal Combustion Engines (RICE) – 40 Code of Federal Regulations Part 63, Subpart ZZZZ ("the RICE rule")
- **New Source Performance Standards (NSPS)** - Standards of Performance for Stationary Spark Ignition Internal Combustion Engines (40 CFR Part 60 Subpart JJJJ - Scroll to reach the Subpart.) – "the Spark Ignition NSPS rule"
- **Standards of Performance for Stationary Compression Ignition Internal Combustion Engines** (40 CFR Part 60 Subpart IIII - Scroll to reach the Subpart.) – "the Compression Ignition NSPS rule"

Rule Applicability

http://www.epa.gov/ttn/atw/icengines/

The rule *Does Not* Apply to:

1. **Motor vehicles, or to non-road engines**, which are:
   - self-propelled (tractors, bulldozers)
   - propelled while performing their function (lawnmowers)
   - portable or transportable (has wheels, skids, carrying handles, dolly, trailer or platform). Note: a portable non-road engine becomes stationary if it stays in one location for more than 12 months (or full annual operating period of a seasonal source)
2. **Existing emergency engines** located at residential, institutional, or commercial area sources, used or obligated to be available ≤15 hr/yr for emergency demand response, and not used for local reliability. Engine must meet Subpart ZZZZ emergency engine operational requirements:
   - Unlimited use for emergencies (e.g., power outage, fire, flood)
   - Emergency engines may operate for 100 hr/yr for any combination of the following:
     1. maintenance/testing;
     2. emergency demand response (in situations when a blackout is imminent – either the reliability coordinator has declared an Energy Emergency Alert Level 2 as defined in the North American Reliability Corporation (NERC) Reliability Standard; or there is a deviation of voltage or frequency of 5 percent or greater below standard voltage or frequency);
     3. 50 hr/yr of the 100 hr/yr allocation can be used for:
        1. non-emergency situations if no financial arrangement
        2. local reliability as part of a financial arrangement with another entity if specific criteria met (existing RICE at area sources of HAP only)
        3. peak shaving until May 3, 2014 (existing RICE at area sources of HAP only) if part of a peak shaving (load management) program with the local distribution system operator and the power is provided only to the facility or to support the local distribution system

The rule Applies to:

1. **Engines >500 Horsepower (HP) at major source of HAP:**
   Existing engines if constructed before December 19, 2002
   New engines if constructed on or after December 19, 2002
   Reconstructed engines if reconstruction began on or after December 19, 2002
2. **Engines ≤500 HP located at major source of HAP and engines of all horsepower located at an area source of HAP:**
   Existing engines if constructed before June 12, 2006
   New engines if constructed on or after June 12, 2006
   Reconstructed engines if reconstruction began on or after June 12, 2006

Last updated on Friday, August 15, 2014

Summary of NESHAP Regulations

Related to Diesel Generators typically used in MN/IA

April 2010

NESHAP

EPA 40 CFR Part 63 Subpart ZZZZ

National Emission Standards for Hazardous Air Pollutants for Reciprocating Internal Combustion Engines

Final Rule Date: February 17, 2010

Effective Date: May 3, 2010

What is this new regulation about?

NESHAP sets forth regulations for limiting hazardous air pollutants (HAP) for existing stationary diesel generators. For the first time, this EPA regulation requires that some existing stationary generators be retrofitted with emissions controls equipment.

Generally, what engines need to be retrofitted under this new regulation?

Non-emergency (peak shaving, storm avoidance) diesel generators >300 hp (roughly >200kW) manufactured before June 12, 2006.

Generally, what types of retrofits are required under this new regulation?

The addition of:

Diesel oxidation catalyst (DOC)

Crankcase ventilation system

FOR MORE INFORMATION: Please be advised that this document is for informational purposes only and should not be construed as legal advice. End-users should refer to EPA regulations at 40 CFR Part 63 subpart ZZZZ for more detailed information. For applicability to your situation, please consult your legal advisor. For more information about technologies to help you meet today's stringent air quality regulations, please contact Ziegler Power Systems.

ZIEGLER POWER SYSTEMS

Shakopee, MN 952-445-4292 or 888-320-4292

Altoona, IA 515-957-3800 or 800-342-7002

Summary of NESHAP Regulations

Related to Diesel Generators typically used in MN/IA

April 2010

NESHAP

EPA 40 CFR Part 63 Subpart ZZZZ

National Emission Standards for Hazardous Air Pollutants for Reciprocating Internal Combustion Engines

Final Rule Date: February 17, 2010

Effective Date: May 3, 2010

Existing engines (constructed prior to June 12, 2006) at **area sources**, used in **non-emergency** applications, **>300 hp** require:

- Initial Notification before August 31, 2010 (120 days from May 3, 2010 Effective Date)
- Installation of Emissions Control Equipment to reduce hazardous air pollutants before May 3, 2013
- Performance testing of hazardous air pollutant Emission Control Equipment within 180 days of activation
- Install a crank-case emissions control system
- Use of Ultra-Low Sulfur diesel fuel
- Semiannual and annual Compliance Reporting

Existing engines (constructed prior to June 12, 2006) at **area sources**, used in **emergency** applications, and **existing engines** (constructed prior to June 12, 2006) at **area sources**, used in **non-emergency** applications, **<300 hp** require:

- Change oil and filter every 500 hours of operation or annually, whichever comes first
- Inspect air cleaner every 1,000 hours of operation or annually, whichever comes first, and replace as necessary
- Inspect all hoses and belts every 500 hours of operation or annually, whichever comes first, and replace as necessary

(Existing stationary **emergency** engines at area sources located at residential, commercial, or institutional facilities are not part of the source category and therefore are not subject to any requirements under this final rule.)

New or reconstructed engines (constructed on or after June 12, 2006) at **area sources** must meet NSPS Subpart IIII (the appropriate "Tier" level).

Engines at **Major Sources** must meet different requirement. Please contact Ziegler for more information regarding these applications.

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Summary of NESHAP Regulations

Related to Diesel Generators typically used in MN/IA

April 2010

NESHAP

EPA 40 CFR Part 63 Subpart ZZZZ

National Emission Standards for Hazardous Air Pollutants for Reciprocating Internal Combustion Engines

Dated: February 17, 2010

EPA Definitions:

Emergency: An emergency generator is defined as a generator run only when the normal source of electric power is lost. Emergency generators can be run up to 100 hours per year for testing purposes.

Non-Emergency: A non-emergency generator is defined as a generator that runs when the normal source of electrical power is available. This includes uses such as storm avoidance and peak shaving.

Major Source: A major source of HAP emissions is a plant site that emits or has the potential to emit any single HAP at a rate of 10 tons (9.07 megagrams) or more per year or any combination of HAP at a rate of 25 tons (22.68 megagrams) or more per year; for oil and gas production facilities, however, a major source of HAP emissions is determined for each surface site. (Comment: A diesel power plant with output of 10MW does not emit at the levels of a major source. Most installations will not be a major source based on the generators alone.)

Area Source: An area source of HAP emissions is any non-major source.

FOR MORE INFORMATION: Please be advised that this document is for informational purposes only and should not be construed as legal advice. End-users should refer to EPA regulations at 40 CFR Part 63 subpart ZZZZ for more detailed information. For applicability to your situation, please consult your legal advisor. For more information about technologies to help you meet today's stringent air quality regulations, please contact Ziegler Power Systems.

ZIEGLER POWER SYSTEMS

Shakopee, MN 952-445-4292 or 888-320-4292

Altoona, IA 515-957-3800 or 800-342-7002

TO: Honorable Mayor Diedrick and City Council Members

FROM: Steve Helget, City Administrator

DATE: April 29, 2015

SUBJECT: Portable Generator and Pipe & Cable Locator Purchase Proposals

Ryan Winter, Public Utilities Director has researched and obtained proposals for the purchase of another portable generator to assist with the operation of our sanitary sewer lift stations during electrical power outages (see enclosure). The City has 6 lift stations and only one portable generator. The challenge currently experienced is employees have to run the generator from lift station to lift station within a timeframe so as to prevent a sewage backup in homes and businesses. Proposed is discuss purchasing another portable generator.

Also proposed is to discuss the purchase of a new pipe and cable locator. The current locator is several years old and requires two people to operate. Enclosed is a proposal for a new locator.

Proposal by

ZIEGLER Power Systems CAT

8050 County Road 101 East
Shakopee, MN 55379
952-887-4599

Date: *April 20, 2015*

Proposal No. **EPG2015MWR003**

To: **City of Norwood Young America**
10 1st Ave. NE
PO Box 59
Attn: Ryan Winter

Re **Proposal for used mobile 20kW Generator**

WE PROPOSE TO FURNI SH IN ACCORDANCE WITH THE FOLLOWING SPECIFICATIONS, TERMS AND CONDITIONS

QUANTITY:	One (1) Used Mobile Caterpillar Diesel Generator
MODEL:	XQ20
RATING:	20 kW standby power, 18kW prime power
VOLTAGE:	Multiple voltages at 60 HZ, 1800 RPM
MODLE YEAR:	2012
SERIAL NUMBER:	X3R01040
HOURS:	6,450
WARRANTY:	"As is"

Price: $ 10,500 .00*

OPTION:
Supply one set of cable tails (5-cables tails with 4/0 plug end) approximately 2" long

Price: $225.00*

* Prices do not include state or local sales and/or use tax.
Attached for your review is the data and spec sheet for this generator package.

APPROXIMATE SHIPPING DATE: Available

F.O.B. Ziegler - Shakopee

TERMS: Net 26 days.

THIS PROPOSAL SUBJECT TO ALL PROVISIONS OF THE CONTRACT AND WARRANTY ON REVERSE SIDE

ACCEPTED:

Respectfully submitted,
ZIEGLER INC.

By *Mark Reuter*
Mark Reuter, Sales Engineer

By

Subject to approval by
ZIEGLER INC.

APPROVED:

Its

By

A-1 ELECTRIC SERVICE OF WACONIA INC
170 WEST 3-1/2 STREET
Waconia MN 55387-1701
Phone: 952-442-5332 Fax: 952-442-1600

PROPOSAL

PROPOSAL #	957	PAGE	1
DATE	04/21/2015		
DESC	NEW GENERATOR CABLES (FACTORY MADE)		
LOC	WASTEWATER TREATMENT PLANT		
CONTACT	RYAN WINTER		
PHONE	467-1800		

CUSTOMER

CITY OF NORWOOD/ YOUNG AMERICA
310 ELM STREET WEST
P.O. BOX 59
NORWOOD/ YOUNG AMERICA MN 55368

1-25FT 4/0 FACTORY MADE CABLE WITH 1-MALE & 1-FEMALE CAM LOCK CONNECTOR (BLACK)

1-25FT 4/0 FACTORY MADE CABLE WITH 1-MALE & 1-FEMALE CAM LOCK CONNECTOR (RED)

1- 25FT 4/0 CABLE FACTORY MADE WITH 1- MALE & 1-FEMALE CAM LOCK CONNECTOR (BLUE)

1-25FT 4/0 CABLE FACTORY MADE WITH 1-MALE & 1-FEMALE CAM LOCK CONNECTOR (WHITE)

1-25FT 4/0 CABLE FACTORY MADE WITH 1-MALE & 1-FEMALE CAM LOCK CONNECTOR (GREEN)

DELIVERED TO WWTP

TOTAL 1,520.00

We Propose hereby to furnish material and labor - complete in accordance with these specifications for the sum of: **1,520.00**

One Thousand Five Hundred Twenty Dollars And 00 Cents

Payable as follows:

$1,520.00 ON DELIVERY OF CABLES

Authorized Signature: Ted C. **Date:** 4/21/15

Note: This Proposal may be withdrawn by us if not accepted within 20 Days

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will become an extra charge , deletion of any items will become a credit, and will become an extra charge or credit over and above the estimate.
All agreements contingent upon strikes, accidents or delays are beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

ACCEPTANCE OF PROPOSAL - The Prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: **Date:**

Infratech
Infrastructure Technologies, Inc.
21040 Commerce Boulevard
Rogers, MN 55374-9341
www.infratechonline.com
Phone 763/428-6488 • FAX 763/428-6489

QUOTATION

April 6, 2015

Mr. Ryan Winter, Public Utilities Director
City of Norwood Young America
Via email only to utilities@cityofnya.com

Subject: Vivax vLocPro2 Multi-Frequency Precision Pipe & Cable Locator

Mr. Winter,

Pursuant to your request, I am providing you with this quotation for the Vivax vLocPro2 pipe and cable locator kit.

The Vivax vLocPro2 is the very same locator used by Infratech, Minnesota Rural Water Association, and numerous municipal utility operators in your area to perform locating services.

Vivax vLocPro2 – 5 watt Line Tracing Kit Price = $3,708.00

- **Loc-5Tx (5 watt) Transmitter, vLoPro2 Receiver with color compass feature, 5" Induction Clamp & soft kit bags**
- **Transmitter Frequencies; includes over 65 active frequencies between 400Hz & 200 kHz, and 33kHz and 65kHz induction frequencies**

Vivax VM-880 Ferromagnetic Locator Price = $945.00

In the unlikely event that warranty services are ever needed, Infratech will make every effort to provide a loaner unit during the interim, at no cost to the customer.

We currently anticipate new orders being available for delivery in 2-3 weeks, with on-site training for your personnel to be provided at the time of delivery, and follow-up training as requested.

We pride ourselves on proper, thorough training and confident customers.

If you have any additional questions please call my cell phone at 612-817-6521.

Respectfully,

Joe Rubbelke
Project Manager