



To: Honorable Mayor Lagergren
Members of the City Council
Administrator Helget

From: Cynthia Smith Strack, Strack Consulting, LLC

Date: November 23, 2020

Re: Site Plan Approval: Kwik Trip Addition

Applicant: Kwik Trip Store #854

Property Owner: Convenience Store Investments; La Crosse WI

Subject Property Address: 520 Reform St N

Property ID: 580143851

Legal: Attached

Zoning Class: C-2 General Commercial – Valid CUP Exists

Requests: Site Plan Approval under Section 1210.08 of the City Code

Attachments: Application
Project narrative
Site aerial
Civil plan set
Full color building elevations
Building architectural floor plan
Photometric plan
Excerpt of Planning Commission meeting minutes

BACKGROUND

Kwik Trip proposes a 1,470 square foot addition to an existing structure at 520 Reform Street North. The addition is proposed for an area of current greenspace between the existing convenience store and car wash. The expansion will accommodate additional mechanical and kitchen operations. The property is zoned C-2; General Commercial and has a compliant existing conditional use permit for the convenience store and gas station use. Site plan approval under Section 1210.08 of the City Code is required.

The total area of site disturbance is 3,185 square feet and includes temporary removal/replacement of existing sidewalk, bollards, and parking. Timeline for construction is immediate. Exterior materials for the proposed addition will match the existing materials as detailed in the attached full color building elevations. A

new sanitary and grease line will be added as an exterior grease interceptor. The project is exempt from stormwater standards. No additional exterior lighting is proposed.

GENERAL INFORMATION

Comprehensive Plan:

The 2040 Comprehensive Plan illustrates commercial as the planned land use classification. The planned use is consistent with the proposed use.

District and Use:

The property is zoned C-2 General Commercial District. Section 1230.09, Subd. 4(C) provides for convenience stores with fuel as conditional uses. The property has an existing, valid CUP for the c-stores/fuel use. Surrounding locale is a mix of commercial, public (school), and vacant property.

SITE PLAN REVIEW

Lot Performance Standards

The existing lot of record conforms to district performance standards. No changes in the lot dimension is proposed. The existing building and proposed addition conform with setback standards.

The maximum impervious surface coverage is limited to 80%, Sheet C102 (site plan) illustrates coverage with the addition totals 52.5%, well under the Code maximum.

Transportation

Ingress/egress to the site will not change. The addition is for food preparation and not expected to measurably increase trips generated.

Parking

Existing parking is not proposed for alteration. Section 1250.12(C) of the Code calculates the number of parking spaces needed for convenience stores based on floor area. The addition is not proposed as public floor area but kitchen use.

Under Code 20 parking spaces are required for the use and 32 are provided.

Architectural Design

Full color building elevations are included in the plan set. The proposed addition is to match existing brick façade.

Lighting

A photometric plan is included with the submittal. No additional exterior lighting is proposed.

Landscaping

The landscaping plan, Sheet C105 illustrates restoration of remaining grass area east and north of the addition.

Building/Site Signage

In the event any additional signage is contemplated, a separate permit is required and the standards contained in Section 1260 (Signs) of the City Code shall apply.

Utilities, Stormwater, and Erosion Control

The City Engineer has reviewed the site plan with comments forthcoming.

ADDITIONAL DEPARTMENT/AGENCY COMMENTS

Public Service Director: The plans have been forwarded to the Public Works Director Tony Voigt for review and comment. Director Voigt has reviewed and has no comments to include.

Fire Department: The plans have been forwarded to the Fire Chief Steve Zumberge for review. The Chief has reviewed and has no comments to include.

City Engineer: City Engineer Jake Saulsbury has reviewed the plans and issued a memo dated October 29, 2020 with review recommendations. Responses to Saulsbury's comments were incorporated in a response memo from the Applicant and reflected in final plans.

PC RECOMMENDATION

An excerpt of draft meeting minutes from the November 4, 2020 meeting is attached. After review and discussion, the Planning Commission approved a recommendation the City Council approve the site plan, contingent on the following:

1. The "Use" of the property is a convenience store with fuel at 520 Reform Street North. The 'site plan approval' pertains specifically to a 1,470 square foot addition to existing principal structure as illustrated in the attached site plan (Sheet C102).
2. All application materials and plan sets are hereby incorporated by reference and accepted in good faith by the City as the Applicant's intended development.
3. Incorporation of comments included in a memo from City Engineer Jake Saulsbury dated October 29, 2020.
4. Areas disturbed by the construction of the addition shall be restored to pre-construction conditions.
5. Any change in signage shall require submittal of a sign permit application and approval by the Zoning Administrator and/or Building Official.
6. Building permits shall be required prior to any building construction or improvements on the property.
7. This approval is subject to all applicable codes, regulations and ordinances, and violation thereof shall be grounds for revocation.
8. This approval shall expire one year after date of approval unless the Applicants have commenced construction of the Use on the Property.
9. Approval of this site plan does not approve any future expansion or associated improvements on-site.
10. Any modifications not defined as "minor" pursuant to Section 1210.08, Subd. 4, shall require separate site plan approval.

ACTION

Consideration of the site plan is requested. The attached RESOLUTION is provided for Council consideration.

LEGAL DESCRIPTION OF PROPERTY

Part of the NW¼ of the NW¼ of Section 14, Township 115 North, Range 26 West, Carver County, Minnesota, described as follows: Commencing at a point on the West line of Section 14, Township 115 North of Range 26 West and 326.5 feet South of the Northwest corner of said Section 14; thence South along said West line of Section 14, 217.8 feet; thence East parallel to the North line of Section 14, 200 feet to a point; thence North parallel to the West line of Section 14, 217.8 feet to a point; thence West parallel to the North line of Section 14, Township 115 North, Range 26 West, 200 feet to the place of beginning

Also, Beginning at the Northwest corner of Section 14, Township 115 North, Range 26 West and running thence East along the North section line of said Section 14, a distance of 200 feet to a point; thence deflecting right 90 degrees 00 minutes and running South a distance of 326.7 feet to a point; thence deflecting right 90 degrees 00 minutes and running West along a line parallel with said North Section line, a distance of 200.00 feet to a point, said point being in the center of the County Road, known as State Aid Road No. 6; thence deflecting right 89 degrees 56 minutes 30 seconds and running North along the center line of said County Road, a distance of 326.5 feet to the Northwest Section corner of said Section 14, the place of beginning. EXCEPTING, therefrom the North 228 feet of said tract which had previously been conveyed

Together with and subject to a non-exclusive easement for driveway purposes over the South 16 feet of said parcel and the North 16 feet of the property adjacent to the South

AND

Part of the NW¼ of the NW¼ of Section 14, Township 115 North, Range 26 West, Carver County, Minnesota, described as follows: Commencing at the Northwest corner of Section 14, Township 115 North, Range 26 West; thence South 558.5 feet along the West line of said Section 14, to the point of beginning; Thence North 89 degrees 01 minutes East for 158 feet; thence South parallel with the West line of said Section 14 for 232.0 feet; thence South 89 degrees 01 minutes West 158 feet to the West line of said Section 14; thence North along the West line of said Section 14, 232 feet to the point of beginning

Together with non-exclusive easements for driveway purposes over the South 16 feet of the land adjoining said tract or parcel of land on the North and over the North 16 feet of the land adjoining said tract or parcel of land on the South

AND

Part of NW¼ of the NW¼ of Section 14, Township 115 North, Range 26 West, Carver County, Minnesota, described as follows: Commencing at a point 441.96 feet North of the Southwest corner of the NW¼ of the NW¼ of Section 14, Township 115 North of Range 26 West; thence North 340.94 feet along the West line of said Section 14; thence East at an internal angle of 90 degrees 59 minutes for a distance of 200 feet; thence due East at a right angle to the West line of said Section for a distance of 188.6 feet; thence due South parallel to the West line of said Section for a distance of 343.0 feet; thence due West to the point of beginning

EXCEPTING THEREFROM a tract of land described as: Commencing at the Northwest corner of Section 14, Township 115 North, Range 26 West; thence South 558.5 feet along the West line of said Section 14 to the point of beginning; thence North 89 degrees 1 minute East for a distance of 158.0 feet; thence South parallel with the West line of said Section 14 a distance of 232.0 feet; thence South 89 degrees 1 minute West for a distance of 158.0 feet to the West line of said Section 14; thence North along the West line of said Section 14 for a distance of 232.0 feet to the point of beginning, EXCEPT highway right-of-ways, if any and other roadways of record

ALSO, EXCEPTING THEREFROM that part of the NW¼ of the NW¼ of Section 14, Township 115, Range

26, Carver County, Minnesota, described as follows: Commencing at the Southwest corner of said NW¼ of the NW¼ of Section 14; thence on an assumed bearing of North 00 degrees 00 minutes 00 seconds East along the West line of said NW¼ of the NW¼, 441.96 feet; thence continuing North 00 degrees 00 minutes 00 seconds East along said West line 340.94 feet; thence North 89 degrees 01 minutes 00 seconds East 200.00 feet; thence North 90 degrees 00 minutes 00 seconds East 188.60 feet to the point of beginning of the tract to be described; thence continuing North 90 degrees 00 minutes 00 seconds East 159.70 feet; thence South 00 degrees 00 minutes 00 seconds West 326.80 feet; thence South 46 degrees 50 minutes 00 seconds East 9.79 feet to a point on the Northerly right-of-way line of Minnesota Trunk Highway Number 212; thence Westerly along said Northerly right-of-way line along a nontangential curve that is concave to the South, the center of circle of said curve bears South 01 degrees 08 minutes 31 seconds East from said point of intersection, said curve having a central angle of 02 degrees 33 minutes 06 seconds, a radius length of 3978.72 feet, an arc length of 177.19 feet; thence North 01 degrees 42 minutes 30 seconds East not tangent to last described curve, 341.13 feet to the point of beginning

AND ALSO EXCEPTING THEREFROM a tract of land described as: Commencing at a point on the West line of Section 14, Township 115 North, Range 26 West, and 326.5 feet South of the Northwest corner of said Section 14; thence South along said West line of Section 14, 217.8 feet; thence East parallel to the North line Section 14, 200 feet to a point; thence North parallel to the West line of Section 14, 217.8 feet to a point; thence West parallel to the North line of Section 14, Township 115 North of Range 26 West, 200 feet to the place of beginning

ALSO, beginning at the Northwest corner of Section 14, Township 115 North of Range 26 West; thence East along the North Section line of said Section 14, a distance of 200 feet to a point; thence deflecting right 90 degrees 00 minutes and running South a distance of 326.7 feet to a point; thence deflecting right 90 degrees 00 minutes and running West along a line parallel with said North Section line, a distance of 200.0 feet to a point, said point being in the center of the County Road, known as State Aid Road No. 6; thence deflecting right 89 degrees 66 minutes 30 seconds and running North along center line of said County Road, a distance of 326.5 feet to the Northwest section corner of said Section 14, the place of beginning. EXCEPTING THEREFROM the North 228 feet of said tract which has previously been conveyed

TOGETHER WITH and subject to a perpetual easement of ingress and egress as described in Volume 155 of Deeds, Page 451 as Document No. 47349

AND

Part of the NW¼ of the NW¼ of Section 14, Township 115 North, Range 26 West, Carver County, Minnesota, described as follows: Commencing at a point on the West line of Section 14, Township 115 North of Range 26 West and 326.5 feet South of the Northwest corner of said Section 14; thence South along said West line of Section 14, 217.8 feet to the point of beginning of the parcel to be described; thence East parallel with the North line of Section 14, 200 feet to a point; thence along a line hereinafter to be described as Line "A" South parallel to the West line of Section 14, 0.06 feet to it's intersection with the following described Line "B", Commencing at a point 441.96 feet North of the Southwest corner of the NW¼ of the NW¼ of Section 14, Township 115 North of Range 26 West; thence North 340.94 feet along the West line of said Section 14 to the point of beginning of said Line "B" to be described; thence along said Line "B" East at an internal angle of 90 degrees 59 minutes for a distance of 200 feet more or less to the intersection of said line "A"; thence West along said described line "B" 200 feet more or less to said West line of Section 14; thence North along said West line of Section 14 to the point of beginning of the parcel to be described



PROPOSED ADDITION FOR:
KWIK TRIP STORE #854
520 N. REFORM ST
NORWOOD YOUNG AMERICA, MN 55368

PRELIMINARY DATES
SEPT. 11, 2020
OCT. 14, 2020

JOB NUMBER
2033820

SHEET NUMBER
A110

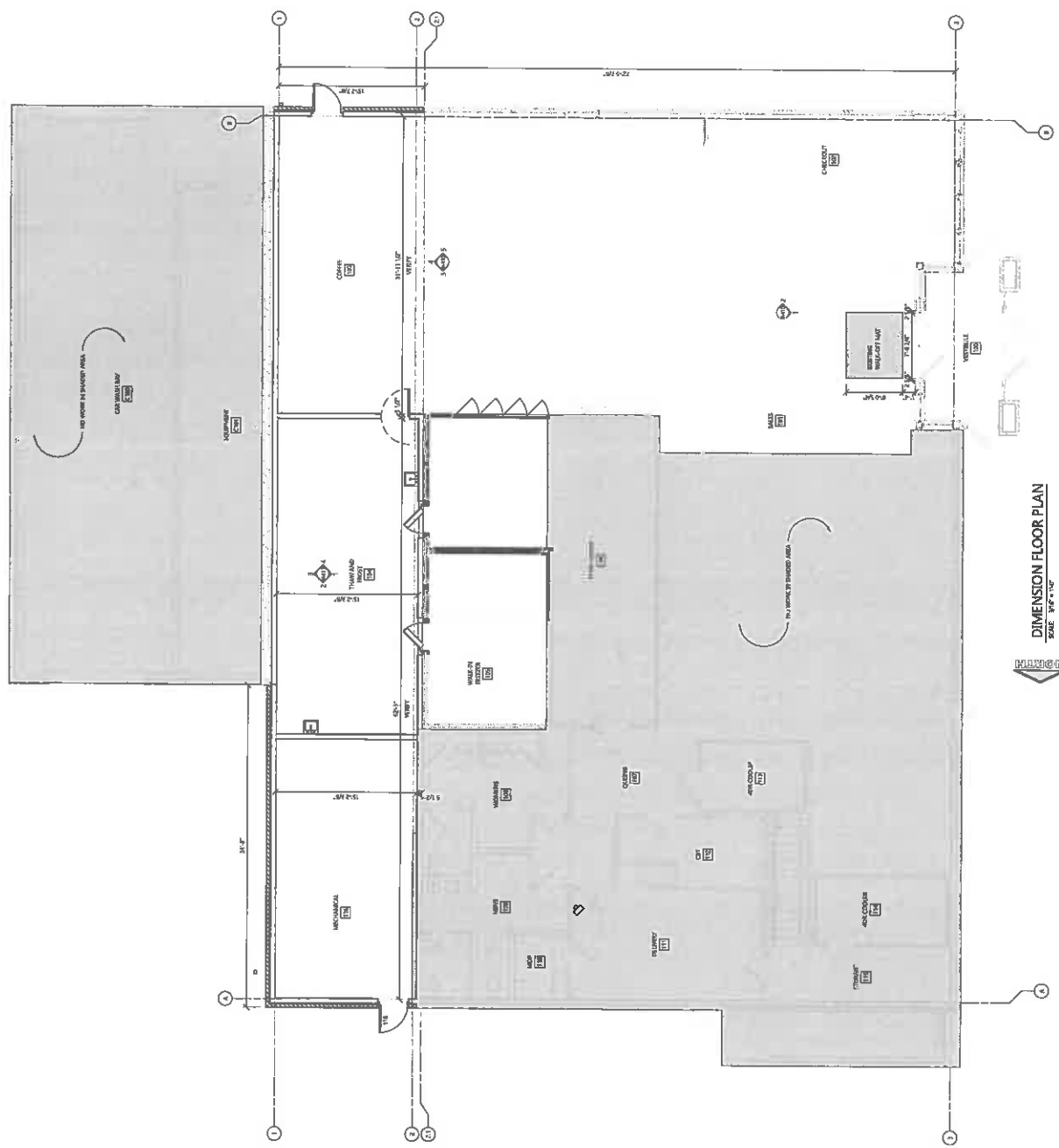
SYMBOLS LEGEND

WALL TYPE IDENTIFICATION	WALL TYPE IDENTIFICATION
EXIST. SHELF WALL	EXIST. SHELF WALL
FINISH INTERIOR WALL	FINISH INTERIOR WALL
FINISH EXTERIOR WALL	FINISH EXTERIOR WALL
FINISH INTERIOR W/ GARMENT	FINISH INTERIOR W/ GARMENT
FINISH EXTERIOR W/ GARMENT	FINISH EXTERIOR W/ GARMENT
EXISTING WALL TO REMAIN	EXISTING WALL TO REMAIN
EXISTING WALL TO BE DEMOLISHED	EXISTING WALL TO BE DEMOLISHED
STUD WALL	STUD WALL
PRECAST / COULERS WALL	PRECAST / COULERS WALL
CONCRETE W/ STAINING	CONCRETE W/ STAINING
SEE PLAN FOR ALL WALL NOTING	SEE PLAN FOR ALL WALL NOTING
EXISTING DOOR TO REMAIN	EXISTING DOOR TO REMAIN
EXISTING DOOR TO BE DEMOLISHED	EXISTING DOOR TO BE DEMOLISHED
NEW DOOR	NEW DOOR

- GENERAL FLOOR PLAN NOTES**
- ALL EXISTING DIMENSIONS ARE FROM FACE-TO-FACE UNLESS NOTED OTHERWISE.
 - ALL EXISTING WALLS ARE TO REMAIN UNLESS NOTED OTHERWISE.
 - ALL EXISTING DOORS ARE TO REMAIN UNLESS NOTED OTHERWISE.
 - ALL EXISTING FLOORING IS TO REMAIN UNLESS NOTED OTHERWISE.
 - ALL EXISTING CEILING IS TO REMAIN UNLESS NOTED OTHERWISE.
 - ALL EXISTING MECHANICAL AND ELECTRICAL IS TO REMAIN UNLESS NOTED OTHERWISE.
 - ALL EXISTING PAINT IS TO REMAIN UNLESS NOTED OTHERWISE.
 - ALL EXISTING FINISHES ARE TO REMAIN UNLESS NOTED OTHERWISE.
 - ALL EXISTING MATERIALS ARE TO REMAIN UNLESS NOTED OTHERWISE.
 - ALL EXISTING CONDITIONS ARE TO REMAIN UNLESS NOTED OTHERWISE.
 - ALL EXISTING UTILITIES ARE TO REMAIN UNLESS NOTED OTHERWISE.
 - ALL EXISTING STRUCTURE IS TO REMAIN UNLESS NOTED OTHERWISE.
 - ALL EXISTING FOUNDATION IS TO REMAIN UNLESS NOTED OTHERWISE.
 - ALL EXISTING ROOFING IS TO REMAIN UNLESS NOTED OTHERWISE.
 - ALL EXISTING EXTERIOR WALLS ARE TO REMAIN UNLESS NOTED OTHERWISE.
 - ALL EXISTING INTERIOR WALLS ARE TO REMAIN UNLESS NOTED OTHERWISE.
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 - ALL EXISTING STAIRS ARE TO REMAIN UNLESS NOTED OTHERWISE.
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 - ALL EXISTING RAMPWAYS ARE TO REMAIN UNLESS NOTED OTHERWISE.
 - ALL EXISTING PLATFORMS ARE TO REMAIN UNLESS NOTED OTHERWISE.
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 - ALL EXISTING SIGNAGE ARE TO REMAIN UNLESS NOTED OTHERWISE.
 - ALL EXISTING LIGHTING ARE TO REMAIN UNLESS NOTED OTHERWISE.
 - ALL EXISTING VENTILATION ARE TO REMAIN UNLESS NOTED OTHERWISE.
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 - ALL EXISTING GAS ARE TO REMAIN UNLESS NOTED OTHERWISE.
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 - ALL EXISTING CABLE ARE TO REMAIN UNLESS NOTED OTHERWISE.
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 - ALL EXISTING FIRE ARE TO REMAIN UNLESS NOTED OTHERWISE.
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 - ALL EXISTING MAINTENANCE ARE TO REMAIN UNLESS NOTED OTHERWISE.

FLOOR PLAN KEY NOTES

MARK	DESCRIPTION
1	EXISTING WALL TO REMAIN
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100	NEW WALL TO BE DEMOLISHED



DIMENSION FLOOR PLAN
SCALE: 3/4" = 1'-0"

ARCHITECTURAL DIMENSION PLAN



This map was created using Carver County's Geographic Information Systems (GIS), it is a compilation of information and data from various City, County, State, and Federal offices. This map is not a surveyed or legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.

Map Date: 10/25/2020



Planning and Zoning Application

City of Norwood Young America
 310 Elm St. W, PO Box 59
 Norwood Young America, MN 55368
 Phone: (952) 467-1800 Fax: (952) 467-1818

Applicant's Name Kwik Trip, Inc. - Chris McGuire		Telephone 608-793-6205						
Address (Street, City, State, ZIP) 1626 Oak St, La Crosse, WI 54602								
Property Owner's Name (If different from above) Same as applicant		Telephone						
Location of Project 520 Reform St N								
Legal Description Parcel ID: 580143851 - NW 1/4, NW 1/4, Sec. 14, T115, R26								
Description of Request (Attach separate sheet, if necessary) Building addition with sanitary line installation.								
<table style="width:100%; border:none;"> <tr> <td colspan="3" style="text-align:center;">Proposed Action(s): Check all that apply</td> </tr> <tr> <td style="width:33%; vertical-align:top;"> <input type="checkbox"/> Annexation \$300.00 <input type="checkbox"/> Application for Appeal \$150.00 <input type="checkbox"/> Street/Alley Vacation \$150.00 <input type="checkbox"/> Parking Reduction \$100.00 <input type="checkbox"/> CUP/IUP \$200.00 (Residential) <input type="checkbox"/> CUP/IUP \$300.00 (Non Residential) <input type="checkbox"/> Variance \$200.00 (Residential) <input type="checkbox"/> Variance \$300.00 (Non Residential) <input type="checkbox"/> Lot Split \$200.00 <input type="checkbox"/> Public Hearing Notice \$75.00 </td> <td style="width:33%; vertical-align:top;"> <input type="checkbox"/> Comp Plan Amendment \$500.00 + Escrow <input type="checkbox"/> Sketch Plat \$200.00 + Escrow <input checked="" type="checkbox"/> Site Plan \$300.00 + Escrow <input type="checkbox"/> PUD Sketch Plan \$200.00 + Escrow <input type="checkbox"/> PUD Plan Amendment \$300.00 + Escrow <input type="checkbox"/> PUD Final Plan \$300.00 + Escrow <input type="checkbox"/> PUD Gen. Concept Plan \$400.00 + Escrow <input type="checkbox"/> Prelim Plat \$350.00 + \$10.00/Lot + Escrow <input type="checkbox"/> Final Plat \$250.00 + \$10.00/Lot + Escrow <input type="checkbox"/> Wetland Mitigation Plan \$100.00 + Escrow </td> <td style="width:33%; vertical-align:top;"> <input type="checkbox"/> Storm Water Plan \$250.00 <input type="checkbox"/> Rezoning \$350.00 <input type="checkbox"/> Recording Fee \$46.00 <input type="checkbox"/> Boundary Line Adjustment \$100.00 <input type="checkbox"/> Other _____ </td> </tr> </table>			Proposed Action(s): Check all that apply			<input type="checkbox"/> Annexation \$300.00 <input type="checkbox"/> Application for Appeal \$150.00 <input type="checkbox"/> Street/Alley Vacation \$150.00 <input type="checkbox"/> Parking Reduction \$100.00 <input type="checkbox"/> CUP/IUP \$200.00 (Residential) <input type="checkbox"/> CUP/IUP \$300.00 (Non Residential) <input type="checkbox"/> Variance \$200.00 (Residential) <input type="checkbox"/> Variance \$300.00 (Non Residential) <input type="checkbox"/> Lot Split \$200.00 <input type="checkbox"/> Public Hearing Notice \$75.00	<input type="checkbox"/> Comp Plan Amendment \$500.00 + Escrow <input type="checkbox"/> Sketch Plat \$200.00 + Escrow <input checked="" type="checkbox"/> Site Plan \$300.00 + Escrow <input type="checkbox"/> PUD Sketch Plan \$200.00 + Escrow <input type="checkbox"/> PUD Plan Amendment \$300.00 + Escrow <input type="checkbox"/> PUD Final Plan \$300.00 + Escrow <input type="checkbox"/> PUD Gen. Concept Plan \$400.00 + Escrow <input type="checkbox"/> Prelim Plat \$350.00 + \$10.00/Lot + Escrow <input type="checkbox"/> Final Plat \$250.00 + \$10.00/Lot + Escrow <input type="checkbox"/> Wetland Mitigation Plan \$100.00 + Escrow	<input type="checkbox"/> Storm Water Plan \$250.00 <input type="checkbox"/> Rezoning \$350.00 <input type="checkbox"/> Recording Fee \$46.00 <input type="checkbox"/> Boundary Line Adjustment \$100.00 <input type="checkbox"/> Other _____
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<p>ALL ESCROW MUST BE PAID BY CERTIFIED CHECK Escrow Deposit \$2,000.00 Escrow Deposit - Site Plan Review: \$15,000 (Tacoma West Industrial Park), \$5,000.00 (All other site plan reviews) Escrow Deposit - Development Review (paid at Sketch Plan): \$10,000.00</p> <p style="text-align:center;">ALL PLANNING & ZONING APPLICATION FEES ARE IN ADDITION TO LEGAL, ENGINEERING AND ASSOCIATED COSTS.</p> <p style="text-align:center;">*APPLICATIONS WILL BE PROCESSED ONLY IF ALL REQUIRED ITEMS ARE SUBMITTED*</p>								
The undersigned certifies that they are familiar with application fees and other associated costs, and also with the procedural requirements of Chapter 11 and Chapter 12 of the City Code and other applicable ordinances.								
Applicant's Signature: 		Date 10/14/2020						
Fee Owner's Signature: <i>Agent at</i> 		Date 10/14/2020						
For Office Use Only								
Accepted By:	Amount	Date						



October 15, 2020

Project Narrative

Project: Kwik Trip Store #854 Renovations
520 Reform St N
Norwood Young America, MN
Excel Project No: 2033820

Kwik Trip, Inc. is requesting site plan review and approval for a building addition to expand mechanical and kitchen operations with sanitary line installation to the existing Kwik Trip located at 520 Reform St N. The property is zoned C-2; General Commercial and has an existing conditional use permit in place for the existing convenience store and gas station use.

The project will include a 1,470 SF addition on the east side of the building. The area of site disturbance is 3,185 SF / 0.07 AC. The exterior materials for the proposed addition will match the existing materials as detailed in the proposed colored elevations. A new sanitary and grease line have also been added as an exterior grease interceptor. The project is exempt from stormwater standards.

6. New Business.

A. Kwik Trip Addition Site Plan.

Heher introduced the agenda topic.

Strack stated Kwik Trip proposes a 1,470 square foot addition to an existing structure at 520 Reform Street North. The addition is proposed for an area of current greenspace between the existing convenience store and car wash. The expansion will accommodate additional mechanical and kitchen operations. The property is zoned C-2; General Commercial and has a compliant existing conditional use permit for the convenience store and gas station use. Site plan approval under Section 1210.08 of the City Code is required. The total area of site disturbance is 3,185 square feet and includes temporary removal/replacement of existing sidewalk, bollards, and parking. Timeline for construction is immediate. Exterior materials for the proposed addition will match the existing materials as detailed in the attached full color building elevations. A new sanitary and grease line will be added as an exterior grease interceptor. The project is exempt from stormwater standards. No additional exterior lighting is proposed.

The planned use is consistent with the proposed continued use as commercial. The property is zoned C-2 General Commercial District. Section 1230.09, Subd. 4(C) provides for convenience stores with fuel as conditional uses. The property has an existing, valid CUP for the c-stores/fuel use. Surrounding locale is a mix of commercial, public (school), and vacant property.

The existing lot of record conforms to district performance standards. No changes in the lot dimension is proposed. The existing building and proposed addition conform with setback standards. The maximum impervious surface coverage is limited to 80%, Sheet C102 (site plan) illustrates coverage with the addition totals 52.5%, well under the Code maximum.

Ingress/egress to the site will not change. The addition is for food preparation and not expected to measurably increase trips generated. Existing parking is not proposed for alteration. Section 1250.12(C) of the Code calculates the number of parking spaces needed for convenience stores based on floor area. The addition is not proposed as public floor area but kitchen use. Under Code 20 parking spaces are required for the use and 32 are provided.

Full color building elevations are included in the plan set. The proposed addition is to match existing brick façade. The landscaping plan, Sheet C105 illustrates restoration of remaining grass area east and north of the addition.

In the event any additional signage is contemplated, a separate permit is required and the standards contained in Section 1260 (Signs) of the City Code shall apply.

The City Engineer Jake Saulsbury has reviewed the site plan and presented comments in a memo dated October 29, 2020. Comments include (1) a requirement to secure a permit from Carver County WMO, if needed; (2) photographic documentation of the existing filtration pond and a requirement post construction conditions are equal to those preconstruction; and (3) review of grease trap connection to sanitary sewer during plumbing permit processing.

Public Works Director Tony Voigt and Fire Chief Steve Zumberge have reviewed plans and don't have any comments to add.

The Commission is to review the site plan and make a recommendation to the City Council pertaining to plan approval. If approval is contemplated conditions as included in Strack's memo dated November 4, 2020 and Saulsbury's memo dated October 29, 2020 are recommended.

Heher invited Kwik Trip representatives to comment. Eric Draskowski with Excel Engineering representing Kwik Trip noted CCWMO was not requiring a permit due to small scale of project. The other comments included in Saulsbury's memo will be addressed in a response letter and update plan set.

Dean George representing Kwik Trip noted addition would provide more hot food options at the store.

Grundahl inquired as to timeline for construction noting road construction adding a roundabout should be completed shortly. George stated construction was scheduled for mid-January.

Heher asked the Kwik Trip representatives if they had reviewed Saulsbury's memo in its entirety. Draskowski affirmed noting comments would be incorporated with final plan submittal.

Motion Smith, Second Hallquist to recommend Council approve with conditions contained in Strack's memo dated November 4, 2020 and Saulsbury's memo dated October 20, 2020. Motion approved 6-0.

RESOLUTION NO. 2013-20

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO ALLOW A CONVENIENCE STORE WITH MOTOR FUEL SALES LOCATED AT 320 HWY 212 W

BE IT RESOLVED by the City Council of Norwood Young America, Carver County, Minnesota as follows:

WHEREAS, the City of Norwood Young America requires a conditional use permit for Convenience Stores with Motor Fuel Sales in the C-2 (General Commercial) Zoning District; and

WHEREAS, Kwik Trip Inc, (the "Applicant") has applied for a conditional use permit to allow construction of a convenience store with motor and diesel fuels sales (the "Use") at 320 Highway 212 W, in Norwood Young America (the "Property"); and

WHEREAS, the City of Norwood Young America Planning Commission held a public hearing to consider the Applicants' request for the conditional use permit during the regular meeting on March 28, 2013; and

WHEREAS, the City of Norwood Young America City Council at a regular meeting on April 8, 2013, considered the testimony of the public hearing, the application materials on file with the City, and the recommendation of the Planning Commission.

THEREFORE, BE IT RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby makes and adopts the following findings of fact:

1. The Applicant has requested a Conditional Use Permit for the Use at 320 Hwy 212 W in the C-2 District.
2. Convenience Stores with Motor Fuel Sales may be permitted as conditional use in the C-2 District, subject to certain conditions listed below.
3. The Use appears to be consistent with the requirements of the Zoning Ordinance and Comprehensive Plan for properties in the C-2 District, subject to certain conditions listed below.
4. The Use does not appear to have an undue adverse impact on the public health, safety or welfare, subject to certain conditions listed below.
5. The use does not appear to be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood, subject to certain conditions listed below.
6. Adequate utilities and road access appear to be provided to the Property, subject to certain conditions listed below.
7. The Property appears to have sufficient off-street parking for vehicles associated with the Use.
8. The use appears to meet all of the performance criteria requirements of Section 1245.01 of the Zoning Ordinance, subject to certain conditions listed below.

THEREFORE, BE IT FURTHER RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby approves the Applicants' request for a conditional use permit to allow a convenience store with motor fuel sales, on the subject property, subject to the following conditions:


1. Approval of Resolution 2013-19” A Resolution approving a site plan for Kwik Trip on property located at 320 Highway 212 W.”
2. Installation of a hydrant north of the car wash
3. The developer shall pay for the cost of installation of a sidewalk or trail, when installed by the City in the future, along County Road 33/Hwy5/25 from Highway 212 to 7th Street, and on 7th Street from County Road 33 to the east edge of the Kwik Trip property.
4. Identification of a car wash sand trap and store grease trap on the plans
5. The applicant shall meet the performance standards established in Section 1245.01 of the Zoning Ordinance.
6. All necessary building permits shall be obtained prior to construction of the Use on the Property.
7. This approval shall expire one year after date of approval unless the Applicants have commenced operation of the Use on-site.
8. This permit is subject to all applicable codes, regulations and ordinances, and violation thereof shall be grounds for revocation.
9. The permit shall be subject to annual inspection and review by the City. The City may revoke the CUP upon violation of the conditional use permit standards in the Zoning Ordinance or violation of the conditions of this resolution, subject to the requirements of Section 1210.06, Subd. 5 “Revocation of Conditional Use Permits” of the Zoning Ordinance.
10. The conditional use permitted under this Resolution 2013- shall be revoked if the Use ceases for more than 12 consecutive months.
11. The Use permitted under this Resolution 2013-20 may change to a permitted use in the C-2 District without further action by the City Council; however the Use may not change to another conditional use without a new application and approval by the City Council.

Adopted by the City Council this 8th day of April, 2013.



Mayor

ATTEST:



Diane Frauendienst
City Clerk/Treasurer



Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

Ph: (952) 448-8838
Fax: (952) 448-8805
Bolton-Menk.com

October 29, 2020

City of Norwood Young America
Attn: Steve Helget
310 Elm Street West
Norwood Young America, MN 55368

**RE: Site Plan Review - Kwik Trip #854
Engineering Review #1**

Dear Mr. Helget:

As requested, Bolton & Menk, Inc. has completed an engineering review of the documents submitted for the above referenced project. We offer the following observations, comments, and recommendations for your consideration:

1. Stormwater runoff management facilities for this site were installed with the original site development, a filtration basin on the south side of the parcel. The proposed improvements result in only 1,500 s.f. of impervious surface increase and less than 1 acre will be disturbed. Therefore, per NPDES requirements, no additional permitting or stormwater runoff management is required.
2. The applicant will be required to obtain Carver County Watershed Management Organization (CCWMO) approval and permitting (or confirmation nothing is needed). A copy of any approvals or permits required should be submitted prior to Final Site Plan approval.
3. Perimeter erosion control measures must be installed by the Contractor and inspected by the City prior to any work. Contractor must provide a minimum 24-hour notice prior to inspection.
4. Condition of the existing filtration basin must be documented with pictures prior to any work. The Contractor shall be responsible for any sediment deposited in the basin after construction begins and be required to remove sediment and restore the basin to its pre-construction condition.
5. No new sewer or water services are proposed. However, a grease trap/interceptor is proposed to connect to the existing sanitary sewer service line. This plumbing layout should be reviewed as part of the building permit review.

If you have any questions or comments, please contact me to discuss.

Sincerely,

Bolton & Menk, Inc.

Jake Saulsbury, P.E.

Cc: John Swanson, Bolton & Menk

November 5, 2020

Project: Kwik Trip #854



This letter is in response to the Bolton & Menk site plan review comments dated October 29, 2020 for the Kwik Trip alterations at 520 N. Reform St. in Norwood Young America.

Engineering Review Main Office

1. Confirmed no NPDES permit required.
2. See note on Sheet C103 which references conversation with CCWMO on October 14th. Site disturbance is less than 5,000 sf which is below the threshold for permits with the organization for Stormwater and Erosion Control Permits.
3. Note has been added to Sheets C100 and C103.
4. Note has been added to Sheets C100 and C103.
5. Utility plans will be submitted for building permit and are also being submitted to DLI for plumbing review and permit.

Please accept the plans for final approval.

Thanks,

A handwritten signature in black ink, appearing to read "Eric Drazkowski".

Eric Drazkowski
920.322.1678 Direct

RESOLUTION 2020-36

A RESOLUTION APPROVING A SITE PLAN FOR AN ADDITION TO AN EXISTING STRUCTURE AT 520 REFORM STREET NORTH (KWIK TRIP)

BE IT RESOLVED by the City Council of Norwood Young America, Carver County, Minnesota as follows:

WHEREAS, Kwik Trip, Convenience Store Investments (the "Property Owner") has applied for Site Plan approval for a 1,470 square foot building addition to an existing convenience store structure (the "Use") at the property addressed as 520 Reform Street North; and

WHEREAS, the property is legally described in Exhibit A hereto attached; and identified as parcel number 580143851; and

WHEREAS, the Property is zoned C-2, General Commercial, with an existing, valid conditional use permit approved as City Council Resolution 2013-20 providing for the existing convenience store with fuel; and

WHEREAS, the City of Norwood Young America Planning Commission on November 4, 2020 recommended the City Council approve the Property Owner's Site Plan pertaining to the building addition and conditioned on several standards; and

WHEREAS, at a regularly meeting held on November 23, 2020, the City Council considered the application materials on file with the City and the Planning Commission's recommendation.

NOW THEREFORE, BE IT RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby approves a Site Plan for a 1,470 square foot building addition to an existing structure at 520 Reform Street North (Kwik Trip), subject to the following conditions and as represented in Exhibit B attached hereto:

1. The "Use" of the property is a convenience store with fuel at 520 Reform Street North. The 'site plan approval' pertains specifically to a 1,470 square foot building addition to existing principal structure as illustrated in the attached site plan (Sheet C102).
2. All application materials and plan sets are hereby incorporated by reference and accepted in good faith by the City as the Applicant's intended development.
3. Incorporation of comments included in a memo from City Engineer Jake Saulsbury dated October 29, 2020.

4. Areas disturbed by the construction of the addition shall be restored to pre-construction conditions.
5. Any change in signage shall require submittal of a sign permit application and approval by the Zoning Administrator and/or Building Official.
6. Building permits shall be required prior to any building construction or improvements on the property.
7. This approval is subject to all applicable codes, regulations and ordinances, and violation thereof shall be grounds for revocation.
8. This approval shall expire one year after date of approval unless the Applicants have commenced construction of the Use on the Property.
9. Approval of this Site Plan does not approve any future expansion or associated improvements on-site.
10. Any modifications not defined as "minor" pursuant to Section 1210.08, Subd. 4, shall require separate site plan approval.

Adopted by the City Council this 23rd day of November, 2020.

Carol Lagergren, Mayor

Attest:

Angela Brumbaugh, City Clerk

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

Part of the NW¼ of the NW¼ of Section 14, Township 115 North, Range 26 West, Carver County, Minnesota, described as follows: Commencing at a point on the West line of Section 14, Township 115 North of Range 26 West and 326.5 feet South of the Northwest corner of said Section 14; thence South along said West line of Section 14, 217.8 feet; thence East parallel to the North line of Section 14, 200 feet to a point; thence North parallel to the West line of Section 14, 217.8 feet to a point; thence West parallel to the North line of Section 14, Township 115 North, Range 26 West, 200 feet to the place of beginning

Also, Beginning at the Northwest corner of Section 14, Township 115 North, Range 26 West and running thence East along the North section line of said Section 14, a distance of 200 feet to a point; thence deflecting right 90 degrees 00 minutes and running South a distance of 326.7 feet to a point; thence deflecting right 90 degrees 00 minutes and running West along a line parallel with said North Section line, a distance of 200.00 feet to a point, said point being in the center of the County Road, known as State Aid Road No. 6; thence deflecting right 89 degrees 56 minutes 30 seconds and running North along the center line of said County Road, a distance of 326.5 feet to the Northwest Section corner of said Section 14, the place of beginning. EXCEPTING, therefrom the North 228 feet of said tract which had previously been conveyed

Together with and subject to a non-exclusive easement for driveway purposes over the South 16 feet of said parcel and the North 16 feet of the property adjacent to the South

AND

Part of the NW¼ of the NW¼ of Section 14, Township 115 North, Range 26 West, Carver County, Minnesota, described as follows: Commencing at the Northwest corner of Section 14, Township 115 North, Range 26 West; thence South 558.5 feet along the West line of said Section 14, to the point of beginning; Thence North 89 degrees 01 minutes East for 158 feet; thence South parallel with the West line of said Section 14 for 232.0 feet; thence South 89 degrees 01 minutes West 158 feet to the West line of said Section 14; thence North along the West line of said Section 14, 232 feet to the point of beginning

Together with non-exclusive easements for driveway purposes over the South 16 feet of the land adjoining said tract or parcel of land on the North and over the North 16 feet of the land adjoining said tract or parcel of land on the South

AND

Part of NW¼ of the NW¼ of Section 14, Township 115 North, Range 26 West, Carver County, Minnesota, described as follows: Commencing at a point 441.96 feet North of the Southwest corner of the NW¼ of the NW¼ of Section 14, Township 115 North of Range 26 West; thence North 340.94 feet along the West line of said Section 14; thence East at an internal angle of 90 degrees 59 minutes for a distance of 200 feet; thence due East at a right angle to the West line

of said Section for a distance of 188.6 feet; thence due South parallel to the West line of said Section for a distance of 343.0 feet; thence due West to the point of beginning

EXCEPTING THEREFROM a tract of land described as: Commencing at the Northwest corner of Section 14, Township 115 North, Range 26 West; thence South 558.5 feet along the West line of said Section 14 to the point of beginning; thence North 89 degrees 1 minute East for a distance of 158.0 feet; thence South parallel with the West line of said Section 14 a distance of 232.0 feet; thence South 89 degrees 1 minute West for a distance of 158.0 feet to the West line of said Section 14; thence North along the West line of said Section 14 for a distance of 232.0 feet to the point of beginning, EXCEPT highway right-of-ways, if any and other roadways of record

ALSO, EXCEPTING THEREFROM that part of the NW $\frac{1}{4}$ of the NW $\frac{1}{4}$ of Section 14, Township 115, Range 26, Carver County, Minnesota, described as follows: Commencing at the Southwest corner of said NW $\frac{1}{4}$ of the NW $\frac{1}{4}$ of Section 14; thence on an assumed bearing of North 00 degrees 00 minutes 00 seconds East along the West line of said NW $\frac{1}{4}$ of the NW $\frac{1}{4}$, 441.96 feet; thence continuing North 00 degrees 00 minutes 00 seconds East along said West line 340.94 feet; thence North 89 degrees 01 minutes 00 seconds East 200.00 feet; thence North 90 degrees 00 minutes 00 seconds East 188.60 feet to the point of beginning of the tract to be described; thence continuing North 90 degrees 00 minutes 00 seconds East 159.70 feet; thence South 00 degrees 00 minutes 00 seconds West 326.80 feet; thence South 46 degrees 50 minutes 00 seconds East 9.79 feet to a point on the Northerly right-of-way line of Minnesota Trunk Highway Number 212; thence Westerly along said Northerly right-of-way line along a nontangential curve that is concave to the South, the center of circle of said curve bears South 01 degrees 08 minutes 31 seconds East from said point of intersection, said curve having a central angle of 02 degrees 33 minutes 06 seconds, a radius length of 3978.72 feet, an arc length of 177.19 feet; thence North 01 degrees 42 minutes 30 seconds East not tangent to last described curve, 341.13 feet to the point of beginning

AND ALSO EXCEPTING THEREFROM a tract of land described as: Commencing at a point on the West line of Section 14, Township 115 North, Range 26 West, and 326.5 feet South of the Northwest corner of said Section 14; thence South along said West line of Section 14, 217.8 feet; thence East parallel to the North line Section 14, 200 feet to a point; thence North parallel to the West line of Section 14, 217.8 feet to a point; thence West parallel to the North line of Section 14, Township 115 North of Range 26 West, 200 feet to the place of beginning

ALSO, beginning at the Northwest corner of Section 14, Township 115 North of Range 26 West; thence East along the North Section line of said Section 14, a distance of 200 feet to a point; thence deflecting right 90 degrees 00 minutes and running South a distance of 326.7 feet to a point; thence deflecting right 90 degrees 00 minutes and running West along a line parallel with said North Section line, a distance of 200.0 feet to a point, said point being in the center of the County Road, known as State Aid Road No. 6; thence deflecting right 89 degrees 66 minutes 30 seconds and running North along center line of said County Road, a distance of 326.5 feet to the Northwest section corner of said Section 14, the place of beginning. EXCEPTING THEREFROM the North 228 feet of said tract which has previously been conveyed

TOGETHER WITH and subject to a perpetual easement of ingress and egress as described in Volume 155 of Deeds, Page 451 as Document No. 47349

AND

Part of the NW¼ of the NW¼ of Section 14, Township 115 North, Range 26 West, Carver County, Minnesota, described as follows: Commencing at a point on the West line of Section 14, Township 115 North of Range 26 West and 326.5 feet South of the Northwest corner of said Section 14; thence South along said West line of Section 14, 217.8 feet to the point of beginning of the parcel to be described; thence East parallel with the North line of Section 14, 200 feet to a point; thence along a line hereinafter to be described as Line "A" South parallel to the West line of Section 14, 0.06 feet to it's intersection with the following described Line "B", Commencing at a point 441.96 feet North of the Southwest corner of the NW¼ of the NW¼ of Section 14, Township 115 North of Range 26 West; thence North 340.94 feet along the West line of said Section 14 to the point of beginning of said Line "B" to be described; thence along said Line "B" East at an internal angle of 90 degrees 59 minutes for a distance of 200 feet more or less to the intersection of said line "A"; thence West along said described line "B" 200 feet more or less to said West line of Section 14; thence North along said West line of Section 14 to the point of beginning of the parcel to be described.

