

**HOPKINS CITY COUNCIL
AGENDA
Monday, August 6, 2018
7:00 pm**

**THIS AGENDA IS SUBJECT TO CHANGE
UNTIL THE START OF THE CITY COUNCIL MEETING**

Schedule HRA Meeting, 7 p.m. – City Council Meeting immediately following HRA Meeting
Work Session after close of Regular Meeting

I. CALL TO ORDER

II. ADOPT AGENDA

III. PRESENTATIONS

1. US Men's Shed Association Presentation; Philip Johnson

IV. CONSENT AGENDA

1. Minutes of the July 17, 2018 City Council Regular Meeting Proceedings
2. Minutes of the July 17, 2018 City Council Work Session following Regular Meeting Proceedings
3. Approval of Temporary On-Sale Liquor License for St. Gabriel the Archangel Church; Domeier
4. Approval of Temporary On-Sale Liquor License for Hopkins Elks Lodge #2221; Domeier
5. Authorize Disabled Parking Zone – 306 17th Avenue North; Stanley
6. Ratify Checks Issued in July 2018; Bishop

V. PUBLIC HEARING

VI. OLD BUSINESS

VII. NEW BUSINESS

1. Site Plan for Façade Improvements at the Hopkins Professional Clinic; Youngquist
2. Site Plan for Façade Improvements at Carpet One and Center Drug; Youngquist

VIII. ANNOUNCEMENTS

- National Night Out in the City of Hopkins is Tuesday, August 7
- Hopkins Farmers' Market at 16 9th Ave. S.: Saturdays through October, 7:30 a.m. to Noon
- Hopkins Center for the Arts presents The Sunset Series at Downtown Park: Thursdays from June 21 through August 15 at 7 p.m.

IX. ADJOURN

OPEN AGENDA – PUBLIC COMMENTS/CONCERNS

Public must fill out a Speaker Request Form. During this time, anyone wanting to address a topic **not listed on the agenda** may do so. Three minute time limit per person.

The Hopkins City Council Chambers are enabled with a hearing loop system and hearing amplification options are available. Please notify staff for assistance.

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
JULY 17, 2018**

CALL TO ORDER

Pursuant to due call and notice thereof a regular meeting of the Hopkins City Council was held on Tuesday, July 17, 2018 at 7:03 p.m. in the Council Chambers at City Hall, 1010 First Street South, Hopkins.

Mayor Cummings called the meeting to order with Council Members Kuznia, Halverson, Gadd and Campbell attending. Staff present included City Manager Mornson, Director of Planning and Development Elverum, Assistant City Manager Lenz, City Planner Lindahl, Accountant Lindbery, City Attorney Riggs and Public Works Director Stadler.

ADOPT AGENDA

Motion by Gadd. **Second** by Campbell.

Motion to Adopt Agenda.

Ayes: Kuznia, Halverson, Cummings, Gadd, Campbell.

Nays: None. **Motion** carried.

CONSENT AGENDA

Motion by Kuznia. **Second** by Gadd.

Motion to Approve the Consent Agenda.

1. Minutes of the June 18, 2018 City Council Regular Meeting Proceedings.
2. Minutes of the June 18, 2018 City Council Work Session following Regular Meeting Proceedings.
3. Ratify Checks Issued in June 2018.
4. Approve Master Partnership Contract Between City of Hopkins and Minnesota Department of Transportation.
5. Special Assessment Deferral Request for 1320 Lake St. NE, PID 19-117-21-11-0103, 2017-10 Street Improvement Project.
6. Approve Resolution 2018-062 Declaring the Official Intent of the City of Hopkins to Reimburse Certain Expenditures from the Proceeds of Bonds to be Issued by the City.

Ayes: Kuznia, Halverson, Cummings, Gadd, Campbell.

Nays: None. **Motion** carried.

NEW BUSINESS

VII.1. Sanctuary at Oak Ridge Development

City Planner Lindahl discussed the staff report regarding the Sanctuary at Oak Ridge development proposal. Mr. Lindahl gave an overview of the previous actions and rezoning approval process. Mr. Lindahl commented that the City Attorney recommended some technical changes to the PUD agreement and that the applicant has reviewed the agreement. The agreement is contingent on Watershed District approval. Mr. Lindahl explained that the final plat is consistent with the preliminary plat.

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
JULY 17, 2018**

Council asked about the ongoing discussions with the neighboring property owners. Mr. Lindahl commented that city staff has had communication with both parties and that the property owners continue to have ongoing conversations.

Motion by Campbell. **Second** by Halverson.

Motion to adopt Resolution 2018-060 approving the Second Reading of Ordinance 2018-1133 rezoning the Sanctuary at Oak Ridge development from R-5, High Density Multiple Family to R-1-D, Single Family Low Density with a Planned Unit Development (PUD) and authorizing its publication.

Ayes: Kuznia, Halverson, Cummings, Gadd, Campbell.

Nays: None. Motion carried.

Motion by Kuznia. **Second** by Gadd.

Motion to adopt Resolution to approve the Sanctuary at Oak Ridge Planned Unit Development Agreement and authorize the Mayor and City Manager to enter into this agreement.

Ayes: Kuznia, Halverson, Cummings, Gadd, Campbell.

Nays: None. Motion carried.

Motion by Halverson. **Second** by Kuznia.

Motion to adopt Resolution 2018-061 approving the Final Plat for Sanctuary at Oak Ridge.

Ayes: Kuznia, Halverson, Cummings, Gadd, Campbell.

Nays: None. Motion carried.

VII.2. TIF Substandard Property Findings – 325 Blake Road

Director of Planning and Development Elverum explained that in order to possibly establish a Tax Increment Financing (TIF) Redevelopment District in the future, the City needed to document the building conditions and blight findings at 325 Blake Road. Council Member Gadd commented on the thorough documentation of the inspection. Mayor Cummings asked about the project timeframe. Ms. Elverum commented that the project is in the early stages of conversations with the developer, Krause Anderson.

Motion by Gadd. **Second** by Campbell.

Motion to adopt Resolution 2018-063 Finding Parcels Are Occupied by a Structurally Substandard Building and Meet the Requirements of a Redevelopment TIF District Under Minnesota Statutes, Section 469.174, Subd.10.

**Ayes: Kuznia, Halverson, Cummings, Gadd, Campbell.
Nays: None. Motion carried.**

VII.3. Approve Construction Management Services Agreement – Hopkins City Hall Addition/Remodel Project

In addition to city staff, a representative for the item was Mr. Mark Cotton, Krause Anderson Construction Co. Public Works Director Stadler discussed the proposed 2019 City Hall remodeling project. Mr. Stadler commented that the construction management delivery method is well suited for the project. Mr. Stadler explained that the city received six Request for Proposals (RFP) and the staff committee selected Krause Anderson. Mr. Stadler gave an overview of the construction management services agreement, project scope, funding, costs and project schedule. There was Council discussion about the benefits of the construction management style including keeping the project on schedule and budget. Mr. Stadler commented that the construction manager provides a smoother, less time intensive process with less disruption for the city staff. Mr. Cotton discussed Krause Anderson's role.

Motion by Gadd. **Second** by Halverson.

Motion to adopt Resolution approve a construction management services agreement with Krause- Anderson Construction Company to provide construction management services related to the City Hall Addition/ Remodel project and authorize the City Manager to execute the agreement in the amount of \$295,265.00.

**Ayes: Kuznia, Halverson, Gadd, Campbell.
Nays: Cummings. Motion carried.**

Mayor Cummings commented that it is not the right timing for the City Hall project.

VII.4. 2017 Audit and Draft Comprehensive Annual Financial Report (CAFR)

In addition to City staff, representatives present for the item were auditors, Dennis Hoogeveen, Principal and Lance Lauinger, Senior Associate of the audit firm CliftonLarsonAllen, LLC. The representatives presented the preliminary results of the audit and legal compliance findings. Mr. Hoogeveen commented that there were no legal compliance exceptions. Mr. Lauinger discussed the financial results and Mr. Hoogeveen explained the emerging issues and Governmental Accounting Standards Board Statements. Mr. Hoogeveen commented that the Finance Department monitors and plans for future impacts. Council Member Gadd asked about the General Fund reserve balance and Restricted Net Position Funds. Mr. Hoogeveen explained the fund balance. The Finance Department would update the Council on the Restricted Funds. Mayor Cummings thanked the Finance Department for their hard work and Mr. Hoogeveen and Mr. Lauinger for the report.

**HOPKINS CITY COUNCIL
REGULAR MEETING PROCEEDINGS
JULY 17, 2018**

ANNOUNCEMENTS

- Hopkins Farmers' Market at 16-9th Ave. S.: Saturdays through October, 7:30 a.m. to Noon.
- The Sunset Series at Downtown Park: Thursdays through August 15 at 7 p.m.
- Next City Council Regular Meeting: Monday, August 6 at 7 p.m.
- National Night Out in the City of Hopkins is Tuesday, August 7. Residents still have the opportunity to register.

ADJOURNMENT

There being no further business to come before the City Council and upon a motion by Campbell, second by Gadd, the meeting was unanimously adjourned at 7:58 p.m.

OPEN AGENDA – PUBLIC COMMENTS AND CONCERNS

The City Council did not receive any comments or concerns.

Respectfully Submitted,
Debbie Vold

ATTEST:

Molly Cummings, Mayor

Amy Domeier, City Clerk

**MINUTES OF THE CITY COUNCIL WORK SESSION PROCEEDINGS
AT CONCLUSION OF THE REGULAR CITY COUNCIL MEETING
TUESDAY, JULY 17, 2018**

CALL TO ORDER

Pursuant to due call and notice thereof a work session of the Hopkins City Council was held on Tuesday, July 17, 2018 at 7:59 p.m. in the Council Chambers at City Hall, 1010 First Street South, Hopkins.

Mayor Cummings called the meeting to order with Council Members Kuznia, Halverson, Gadd and Campbell attending. Staff present included City Manager Mornson, Director of Planning and Development Elverum, Assistant City Manager Lenz, City Planner Lindahl, City Attorney Riggs and Public Works Director Stadler.

Community Development

Director of Planning and Development Elverum and City Planner Lindahl gave updates on applications for lots at 4th Street N. and 21st Street N. and 137 Maple Hill Road.

Ms. Elverum and Mr. Lindahl gave an overview of the site plan and zoning for the Pokorny building. Mr. Lindahl explained the parking standards and showed the Council proposed exterior images. The item is scheduled for the August 6 City Council agenda.

There was discussion of grocery store interest in Hopkins.

Public Works

Public Works Director Stadler gave an update on the Pavilion construction project.

Council Member Halverson discussed a resident concern about street potholes on 12th Avenue N.

City Council:

- Council Member Gadd gave an update on the Metro Cities Transportation Committee and General Governmental meeting.
- Council Member Gadd discussed a conversation with a Pawn America representative regarding site alternatives.
- Council Member Halverson commented that the Community Works meeting has been cancelled.
- Council Member Halverson asked about the City Manager review process.
- Council Member Kuznia discussed a conversation regarding the Joint Working Group.
- Mayor Cummings and Assistant City Manager Lenz will be working on Boards and Commission recruitment.
- Mayor Cummings gave an update on meetings and events she attended and will be attending.
- Mayor Cummings commented that the Bachelorette was at PIP in Hopkins.

- The City Council booth will be at the Hopkins Farmer's Market on August 4.
- SWLRT update.
- There was Council support to issue a proclamation at the September 4 City Council meeting recognizing student mental health and wellbeing.
- Napco International 100th Anniversary Celebration is on July 21, 2018.
- Discussion regarding National Night Out.
- Council Member Campbell discussed future updates with the Hopkins School District.

Administration:

City Manager Mornson gave the following updates:

- Historical Society fundraising meeting on Monday, July 23.
- Work Session on Tuesday, July 24 is cancelled.
- Discussion of a schedule City Council tour.
- Ribbon cutting scheduled for Thirty Bales.
- Assistant City Manager Lenz commented that an Intern would be presenting information regarding Community Engagement and Best Practices at the August Work Session.
- HREI gathering on August 8.

ADJOURNMENT

There being no further business to come before the City Council and upon a motion by Campbell, seconded by Kuznia, the meeting was unanimously adjourned at 9:24 p.m.

Respectfully Submitted,
Debbie Vold

ATTEST:

Molly Cummings, Mayor

Amy Domeier, City Clerk

POLICY 4-C
TEMPORARY LIQUOR LICENSE

1. PURPOSE

- 1.01 The Hopkins City Council recognizes that the issuance of temporary liquor license may result in events which disturb surrounding businesses and residents and also may provide an opportunity for underage drinking. The City Council believes that by creating a set of rules and regulations in regard to the issuance of these licenses, problems can be avoided and the responsible consumption of liquor or 3.2 beer can be encouraged.

2. REGULATIONS

- 2.01 A temporary liquor license will be issued on a per event basis, each event not lasting more than three days.
- 2.02 Sales may only be conducted between the hours of 12:00 p.m. and 12:00 a.m.
- 2.03 A separate license is required for each location where liquor or beer is sold.
- 2.04 Application for a temporary liquor license must be received at least five weeks prior to the event.
- 2.05 Applicants for a temporary liquor license must be an organization whose principal location or office is within the City of Hopkins, has been located in Hopkins for at least two years, and has at least 30 active members.
- 2.06 Sales and/or consumption of liquor or beer will only take place in enclosed building or a fenced area.
- 2.07 Individuals under the age of 21 will not be allowed in any designated area where liquor or beer is sold or consumed, except if accompanied by a parent or guardian.
- 2.08 All organizations which have a temporary liquor license must use the following method for checking identification to ensure that underage individuals do not purchase liquor or beer:
- Anyone wishing to purchase beer must have either a driver's license, or a Minnesota ID with their picture. Individuals with the proper ID will have their hand stamped so that the actual sellers of the liquor or beer will not have to check IDs. If the event exceeds one day, a different color of ink must be used on subsequent days.
- 2.09 No temporary liquor license shall be issued in conjunction with a youth activity.¹
- 2.10 The number of temporary liquor licenses issued in conjunction with all public events² during any calendar year will be limited to twelve (12).
- 2.11 The City Council reserves the right to deny any liquor license at its sole discretion.
- 2.12 The applicant for any temporary liquor license will provide the City Clerk with a certificate of insurance showing \$1,000,000 of liquor liability coverage and showing the City as co-insured.

Established: 3/19/96
Revised: 4/1/2008

1A "youth activity" is an activity that is designed primarily for individuals under the age of 18 or the majority of the participants are under the age of 18.

2A "Public event" means an event where the public is invited or permitted to attend.



August 6, 2018

Council Report 2018-086

Approval of Temporary Liquor License for Hopkins Elks Lodge #2221

Proposed Action

Staff recommends adoption of the following motion: Approve the Issuance of a Temporary On-Sale Liquor Licenses to Hopkins Elks Lodge #221.

Passage of this motion will result in the ability of the organization to serve alcoholic beverages at the Hopkins Elks Ribfest event.

Overview

Hopkins Elks Lodge #2221 (the “Elks”) has submitted an application for a temporary on-sale liquor license for their annual Ribfest event on August 18. The liquor service will be limited to their parking lot from Noon to 4 p.m. The liquor license does not extend into the 8th Avenue Artery portion of the event.

The Elks personnel will provide security to identify and wrist band or hand stamp those of legal age to consume alcohol and monitor the entrances to ensure that alcohol is not taken out of the designated areas. The Elks are required to follow all other regulations set forth in Policies 5-D Special Events Policy and 4-C Temporary Liquor Licenses. Temporary on-sale liquor licenses must be approved by the State of Minnesota, Alcohol & Gambling Enforcement Division.

Primary Issues to Consider

- The applicant meets the requirements set forth by State Statute to obtain a temporary on-sale liquor license. A liquor liability policy naming the City of Hopkins as an additional insured has been submitted.
- As required by State Statute, the application must be approved the City before submitting to the State of Minnesota, Alcohol & Gambling Enforcement Division.

Supporting Documents

- Copy of Policy 4-C Temporary Liquor License
- Complete application and certificate of insurance are on file in the City Clerk’s office.


Amy Domeier, City Clerk

Financial Impact: \$ _____ Budgeted: Y/N ____ Source: _____ Related Documents (CIP, ERP, etc.): _____ Notes: _____
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POLICY 4-C
TEMPORARY LIQUOR LICENSE

1. PURPOSE

- 1.01 The Hopkins City Council recognizes that the issuance of temporary liquor license may result in events which disturb surrounding businesses and residents and also may provide an opportunity for underage drinking. The City Council believes that by creating a set of rules and regulations in regard to the issuance of these licenses, problems can be avoided and the responsible consumption of liquor or 3.2 beer can be encouraged.

2. REGULATIONS

- 2.01 A temporary liquor license will be issued on a per event basis, each event not lasting more than three days.
- 2.02 Sales may only be conducted between the hours of 12:00 p.m. and 12:00 a.m.
- 2.03 A separate license is required for each location where liquor or beer is sold.
- 2.04 Application for a temporary liquor license must be received at least five weeks prior to the event.
- 2.05 Applicants for a temporary liquor license must be an organization whose principal location or office is within the City of Hopkins, has been located in Hopkins for at least two years, and has at least 30 active members.
- 2.06 Sales and/or consumption of liquor or beer will only take place in enclosed building or a fenced area.
- 2.07 Individuals under the age of 21 will not be allowed in any designated area where liquor or beer is sold or consumed, except if accompanied by a parent or guardian.
- 2.08 All organizations which have a temporary liquor license must use the following method for checking identification to ensure that underage individuals do not purchase liquor or beer:
- Anyone wishing to purchase beer must have either a driver's license, or a Minnesota ID with their picture. Individuals with the proper ID will have their hand stamped so that the actual sellers of the liquor or beer will not have to check IDs. If the event exceeds one day, a different color of ink must be used on subsequent days.
- 2.09 No temporary liquor license shall be issued in conjunction with a youth activity.¹
- 2.10 The number of temporary liquor licenses issued in conjunction with all public events² during any calendar year will be limited to twelve (12).
- 2.11 The City Council reserves the right to deny any liquor license at its sole discretion.
- 2.12 The applicant for any temporary liquor license will provide the City Clerk with a certificate of insurance showing \$1,000,000 of liquor liability coverage and showing the City as con-insured.

Established: 3/19/96
Revised: 4/1/2008

1A "youth activity" is an activity that is designed primarily for individuals under the age of 18 or the majority of the participants are under the age of 18.

2A "Public event" means an event where the public is invited or permitted to attend.

POLICY 5-D
SPECIAL EVENTS POLICY

1. PURPOSE

- 1.01 The purpose of this policy is to set forth procedures to be followed by organizers of Special Events who wish to use city property and/or require city services. Any organization wishing to sponsor or hold a Special Event in the City of Hopkins will be required to complete the Special Event Permit Application. The City will conduct a complete review of any Special Event Permit Application and inform the applicant if the event is allowed.

Special Events are defined as any parade, race, procession, carnival, community picnic, celebration, fundraiser, dance, concert, large assembly, or other special event on City property within the corporate limits of the City of Hopkins.

2. CITY SERVICES PROVIDED FOR SPECIAL EVENTS

- 2.01 **Pre-Approved Activities:** Pre-Approved Activities are special events for which the City provides some basic services without charge. Pre-Approved Activities include:

- a. St. Patrick's Day Parade
- b. Raspberry Festival Parade and Family Day
- c. Old Fashioned Holiday
- d. Mainstreet Days
- e. Farmer's Market
- f. National Night Out

- 2.02 **Other Events:** Approval of the following events is at the sole discretion of the City of Hopkins. Events must be determined to be in the general interest of the public. Events must also not require excessive staff support from the City. Approval of an event does not require the City to approve similar events or even the repeat of the same event. Each event will be reviewed separately.

- 2.03 **Co-Sponsored Events:** The City may co-sponsor certain events with other organizations, when the City Council determines that the event is in the general interest to the public and advances the City's public image. The City will provide financial support to these events as determined in the annual budget appropriation. These events must meet the other requirements of the Special Event Policy and must reimburse the City for any City costs in excess of the support level authorized by the budget appropriation. Approval of an event does not require the City to approve similar events or even the repeat of the same event. Each event will be reviewed separately.

- 2.04 **Other Non-Profit Events:** The City may provide up to \$300.00 in City labor costs and related fringe benefit costs, and use of City equipment to assist Special Events operated by non-profit organizations. These events must meet the requirements of the Special Event Policy and must reimburse the City for any costs in excess of this support level. Groups filing an application as a Non-Profit Event must be able to submit a current IRS 501C3 Statement. Approval of an event does not require the City to approve similar events or even the repeat of the same event. Each event will be reviewed separately.

- 2.05 **Other For-Profit Events:** The City may allow other Special Events operated by for-profit sponsors that are beneficial to the City and the public. These events are subject to an additional use charge for the use of the public property. In addition, these events must pay 100% of all City costs related to the event. These events must meet the other requirements of the Special Event Policy and must reimburse the City for any City costs in addition to the payment of the established permit rate. The minimum additional use charge shall be \$250.00 per day. Approval of an event does not require the City to approve similar events or even the repeat of the same event. Each event will be reviewed separately.

3. FEES FOR SPECIAL EVENTS

- 3.01 **Hourly Rate** shall be the hourly cost for any employee working on a Special Event as established by City Administration. Please note that these rates are reviewed/adjusted annually. Please refer to Attachment A to confirm rates. The Hourly Rate shall include expenses related to the employee including fringe benefits.
- 3.02 **Purchased or Rental Materials** shall include all direct costs for all materials purchased or rented by the City of Hopkins for use at the event.
- 3.03 **Equipment Charges** shall be the current equipment usage rates as established by the City of Hopkins.
- 3.04 **A Replacement Cost** will be billed for missing and/or damaged equipment and supplies.

4. BILLINGS FOR SPECIAL EVENTS

- 4.01 Special Event billing by the City shall be itemized by the employee time of Public Works, Police and Fire; any purchased or rented materials; equipment charges; and any replacement costs for missing or damaged equipment/supplies.
- 4.02 If approved, event sponsors who have previously hosted the same event in the year prior AND paid their bill in a timely manner will be extended the courtesy of paying all City fees after their event is completed and billed for the current year.
- 4.03 If approved, new events or events that are repeating annually and did NOT pay their bill in a timely manner must submit either a cash deposit, check with payment of 75% of estimated expenses be used as a deposit to be credited against the final payment. Deposit fees must be paid not less than 30 days prior to the newly scheduled event.

5. REGULATIONS AND PROCEDURES

- 5.01 Any person or organization wishing to sponsor a Special Event must obtain a Special Event Permit not less than 45 days before the special event.
- 5.02 Applications for a permit for a Special Event will be available at the City Clerk's office, and if approved, shall become a part of the permit. Incomplete applications will be returned.
- 5.03 The permit fee shall accompany the application.
- 5.04 Special Events which are not sponsored by the City or deemed Pre-Approved may require a deposit of not less than \$200 or as determined by the City Manager.
- 5.05 The cash deposit will be calculated based on the anticipated and potential cost to the City of Hopkins, and shall be submitted no less than thirty (30) days before the special event.
- 5.06 The return of the deposit is conditioned upon the applicant having not requested nor received services which are a cost to the City of Hopkins and the applicant causing no damage to the public or private property in the City of Hopkins, and further conditioned upon the fact that the applicant will remove all dirt, paper, litter, or other debris generated by its operations, from the site of the event and the adjoining premises upon completion of the event.
- 5.07 Issuance of a Special Event Permit does not constitute a waiver of any Federal, State or Local laws. Applicants are responsible for complying with all applicable Federal, State, and Local laws.
- 5.08 Issuance of a Special Event Permit does not, in any way, imply City sponsorship of the Special Event.

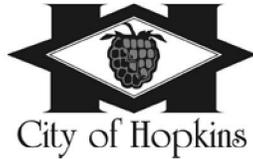
- 5.09 Traffic Control Measures: Applicant is required to pay all costs for traffic control measures and traffic control personnel.
- 5.10 Traffic Barricades: The applicant shall through a bona fide contractor provide, install and remove all the equipment as stipulated by the Public Works Department. The installation and removal of barricades by Hopkins Public Works Department is subject to the Hourly Rates listed in Attachment A.
- 5.11 Notice to Property Owners: The applicant may be required to provide a 30-day notice to all property owners about a Special Event as stipulated by the City Clerk or designee. For events at the 8th Avenue Artery, the City Clerk will provide the applicant with a list of property owners to notify.
- 5.12 Insurance: Applicant must provide the City with a Certificate of Insurance showing proof of general liability insurance, automobile liability insurance (if applicable) and liquor liability insurance (if applicable) meeting the following minimum requirements:
- Applicant shall procure and maintain for the duration of the event commercial general liability insurance or equivalent special event coverages protecting it from claims for damages for bodily injury and property damage which may arise from or in connection with the event's operation and use of the City's property in the minimum amount of \$1,000,000 per occurrence.
 - If automobiles will be used during the event, Applicant shall provide automobile liability insurance with a minimum combined single limit of \$1,000,000 per occurrence. Coverage shall include liability for owned, non-owned and hired automobiles.
 - If alcohol will be sold or served, Applicant must have liquor liability (dram shop) insurance in the minimum amount of \$1,000,000 per occurrence.
 - The City shall be endorsed as an additional insured on all liability policies. Applicant's insurance shall be primary.
 - The City reserves the right to modify these insurance requirements depending on the nature and scope of the event.
- 5.13 Claims: Applicant agrees to defend and hold the City harmless from claims, demands, actions or causes of actions, of any nature of character, arising out of, or by reason of conduct of the event authorized by such premise extension, including attorney fees and all expenses.
- 5.14 Damages: Applicant will indemnify the City for all damages that may result to City property as a result of an event.
- 5.15 Supervision: Applicant will maintain adult supervision of the event at all times. Applicant will provide security as stipulated by the Chief of Police or designee. Security will be billed at the Hourly Rate outlined in Attachment A.
- 5.16 Clean-up: Applicant will, at no cost to the City, immediately clean up, remove and dispose of all litter or material of any kind, which is placed or left on the street because of the event. If the Applicant neglects or fails to proceed with clean up within a two-hour period immediately following the end of the event, or if the cleanup is done in an inadequate manner, the Director of Public Works or designee is authorized to cleanup and charge Applicant for clean-up at the Hourly Rate shown in Attachment A.
- 5.17 Trash Disposal: Applicant will provide plans for trash disposal including the company contracted for trash disposal as part of the Special Event Permit Application.
- 5.18 Restrooms. Applicant will provide plans for providing restrooms including the company contracted for supplying restrooms as part of the Special Event Permit Application.
- 5.19 Use of City Utilities: The Applicant will not use City utilities for any event unless permission has been granted by the Director of Public Works or designee. The electrical circuits in the Central Business District have a limited amperage capacity. Applicant will provide plans for events on the 8th Avenue Artery where the use of City utilities for events will be permitted.

- 5.20 Food Permits. The Applicant shall obtain a Minnesota Department of Health food license and shall comply at all times with the applicable health codes and regulations. Proof of license shall be provided to the City Clerk at least seven days before the event and kept on site for immediate inspection.
- 5.21 Mobile Food Units. The applicant shall obtain a Mobile Food Unit license from the City Clerk and shall comply with all conditions outlined in Legislative Policy 5-J Mobile Food Units. For units parked at the 8th Avenue Artery, all food sales must locate in the defined space.
- 5.22 Alcoholic Beverages on Public Property. The Applicant is required to follow the procedures listed in Legislative Policy 5-K Alcohol/Security/Conduct Policy at City Facilities. All of the below stipulations are inclusive of interior and exterior areas of any special events:
- Fencing surrounding the defined area for the service of alcoholic beverages will be secured to establish the outdoor event area. All liquor sales and containers used for consumption must remain in the defined space.
 - There should be controlled access to the event with event security personnel to identify and wrist band those of legal age to consume. The gate/emergency exit of the fenced area will need to be continuously staffed to prevent patrons from leaving with alcoholic beverages.
 - Events are “21 and over” after 9 p.m. when alcohol is being served.
 - All alcohol service will cease at 10 p.m. All patrons must exit the defined space by 10:30 p.m.
 - Event security will assist the Police Department in clearing the event at closing time. The closing time should be prominently displayed throughout so there is no confusion at the end of the evening when patrons are asked to leave.
 - For events, applicants will be required to hire uniformed police officers to supplement their security staff as required by the Police Department. Monitoring of those consuming alcohol will be done by event coordinators and the Hopkins Police Officers who have been hired to assist with the oversight of the event.
- 5.23 Outdoor Music. No outdoor music or amplified sound is allowed during the hours of 10 p.m. and 7 a.m. The Police Chief or designee has the ability to direct the event manager to control the level of noise and/or terminate the event at any time. Any plans for outdoor music or amplified sound must be described in the Special Event Permit Application.
- 5.24 Outdoor Tents. Applications must be submitted for any tent permits exceeding 200 square feet. Erection of tents, canopies, or similar structures is allowed; however, the applicant cannot drive stakes, nails, screws, posts, or otherwise disturb either paved or unpaved surfaces within the right of way to secure such features.
- 5.25 Variances. The applicant shall provide in writing the condition or conditions that are requested to be modified, the modification that is request, and the factors that the City Manager or designee should consider when determining the modification. Variance requests must be submitted with the Special Event Permit application. Approval of a variance does not require the City to approve similar variances or even the repeat of the same event. Each variance will be reviewed separately.
- 5.26 Termination: The applicant may terminate this agreement at will by giving 14 days written notice to the City. If less than 24 hours’ notice is given to cancel an event that required contracted work, staff will be compensated for a 2-hour minimum charge. City staff has the authority to cancel or stop an event, or place additional restrictions on the event, if it is deemed that the public health, safety or welfare would be better served with additional restrictions.
- 5.27 City staff may place any additional requirements on any event. These requirements may include specific staff levels for Police, Fire, Public Works or other personnel. Expenses will be billed to the sponsoring organization under the terms of this policy.

Established: 5/19/88
Revised: 11/16/93
Revised: 01/19/16
Revised: 03/06/18

ATTACHMENT A
SPECIAL EVENT FEE SCHEDULE FOR SERVICES
(this fee schedule may be reviewed and updated annually by the City Administration)

Public Works Personnel	Cost Per Hour (Minimum 3 hours per employee call-in)
• General Laborer	\$36 regular time; \$54 OT
• Supervisor	\$64
Police Department Personnel	Cost Per Hour
• Police Officer	\$74.10
Fire Department Personnel	Cost Per Hour
• Firefighter	\$14.95
Vehicles	Cost Per Hour
• Garbage truck	\$90
• Pick Up truck	\$35
• Dump truck	\$90
• Boom truck	\$90
• Fire truck	\$250



August 6, 2018

Council Report 2018-091

**AUTHORIZE DISABLED PARKING ZONE
306 17th AVENUE NORTH**

Proposed Action

Staff recommends the following motion: Adopt Resolution 2018-066 Authorizing Installation of a Disabled Parking Zone at 306 17th Avenue North

Overview

The City of Hopkins allows disabled parking and transfer zones to be signed on public residential streets. City ordinance governs the process and requires the completion of an application to determine eligibility. After approval of the initial application, the resident must renew the request on an annual basis to maintain the disabled zone, and also pay a yearly permit fee of \$25.00.

Primary Issues to Consider

- Eligibility
- Location
- Notification
- Staff Recommendation

Supporting Information

- Resident Petition
- Location Map
- Notification Letter
- Resolution 2018-066

Nate Stanley, P.E., City Engineer

Financial Impact: _____ Budgeted: Y/N _____ Source: _____
Related Documents (CIP, ERP, etc.): _____
Notes: _____

ANALYSIS OF ISSUES

- **Eligibility**

The resident at 306 17th Avenue North has made application to have a disabled parking zone installed on the street directly in front of their property to ease in vehicle loading/unloading and minimize travel distance from the residence to the street. A doctor has certified that the applicant is disabled, and is therefore eligible for the disabled parking zone to be marked as requested.

- **Location**

The disabled parking zone will be located directly in front of 306 17th Avenue North, see the attached map. City staff have reviewed this location and determined that the disabled zone can be marked as requested.

- **Notification**

Residents within a 350-foot radius of the proposed parking zone have been notified of this application and the pending council action. To date staff has received no objections to installation of the proposed disabled parking zone.

- **Recommendation**

Staff recommends adoption of the resolution authorizing the disabled parking zone at 306 17th Avenue North.

APPLICATION FOR DISABLED PARKING OR TRANSFER ZONE

Please check: Disabled Transfer Zone

Disabled Parking Zone

Name: Clinton R. Wright

Street Address: 306 17th ave NO

City: Hopkins Zip Code: 55343

Phone Number: 952-374-7007

Nature of Disability: VERTIGO / 3 KNEE SURGERY
ARTHRITIS IN BOTH KNEES

Licensed Physician or chiropractor certifying your disability:
DR. SOOMAR FAIR VIEW CLINIC

MN Statute 169.345, Subd. 2a specifies that a statement must be signed by a licensed physician or chiropractor certifying that the applicant is physically disabled.

Desired location for Parking Zone or Transfer Zone: 306
17th ave, NO.

A Parking Zone is designated for handicapped parking only. Any vehicle with a handicapped license plate and/or certificate may park in the Zone. A Transfer Zone is designated for picking up and dropping off disabled individuals. Any vehicle may use the Transfer Zone for this purpose. No vehicle may park in a Transfer Zone. A fee of \$25.00 must be paid each year for a Parking Zone or Transfer Zone.

Date Approved

City Clerk

Permit No.



City of Hopkins

1010 First Street South • Hopkins, MN 55343-7573 • Phone: 952-935-8474 • Fax: 952-935-1834
Web address: www.hopkinsmn.com

July 20, 2018

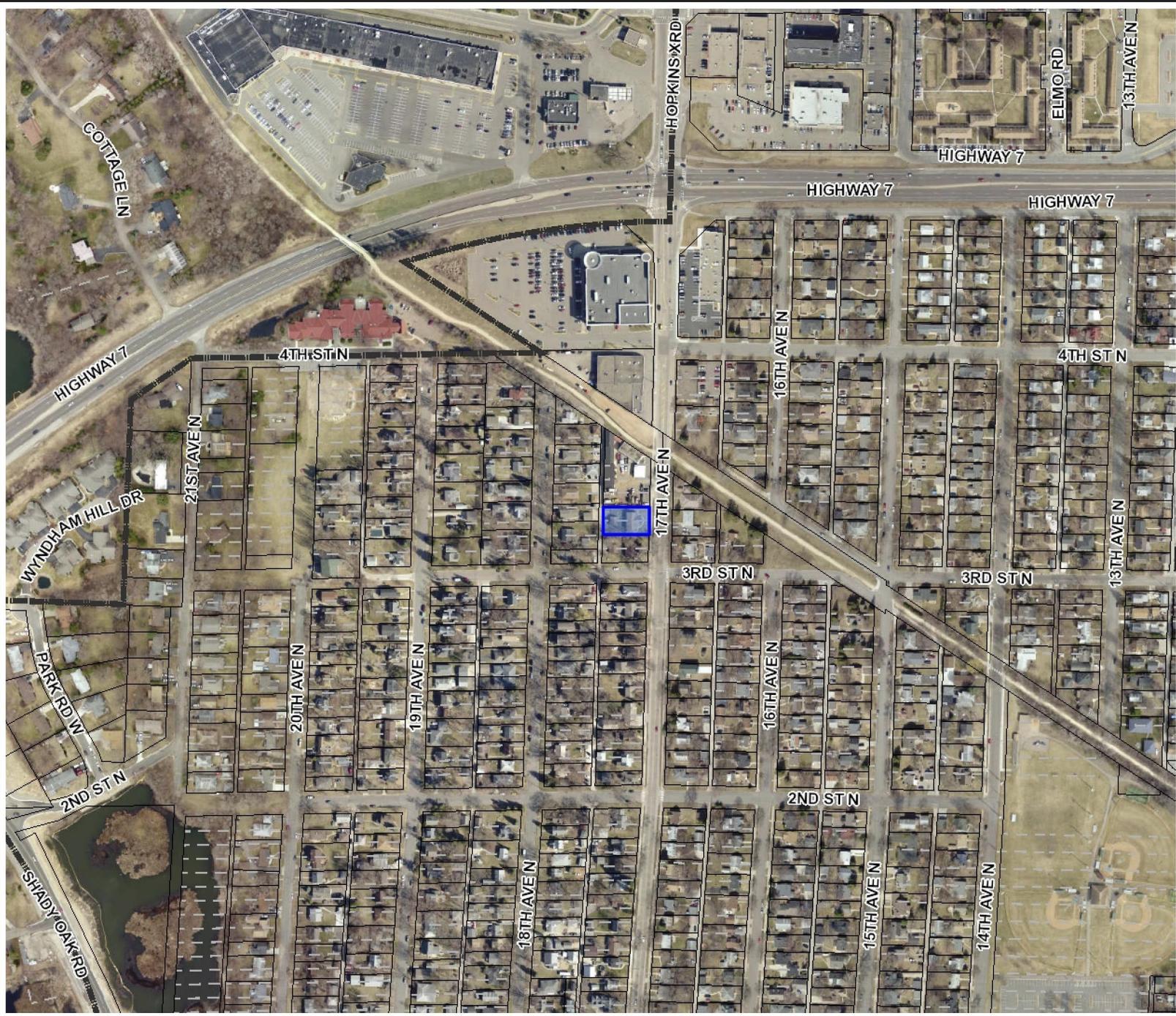
Dear Resident:

An application for a disabled parking space at 306 17th Avenue North was recently submitted to the City. The application seeks the space to be demarcated on 17th Avenue with the placement of two signs in front of the property. City Code requires that all residents within a 350-foot radius of the applying property be notified of the application and City Council proceedings considering the application. Council will consider this application at their meeting August 6, 2018 at 7:00 pm in the City Council Chambers.

Regards,

Nate Stanley

City Engineer



Legend

-  City Limits
-  Parcels (8-1-2017)
-  Lot Lines

Disabled Parking Zone Request



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



**CITY OF HOPKINS
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION 2018-066

**RESOLUTION ORDERING INSTALLATION OF A DISABLED PARKING ZONE
306 17th AVENUE NORTH**

WHEREAS, the City Council makes certain provisions for the designation of disabled parking zones on city streets and the installation of signs therefore, and

WHEREAS, the City Code stipulates applicant eligibility provisions for such parking zones and a permit fee, and

WHEREAS, the resident at 306 17th Avenue North has made application for a disabled parking zone on 17th Avenue North and the resident meets eligibility requirements,

NOW THEREFORE, BE IT RESOLVED by the City Council of Hopkins, Minnesota:

Such application for a disabled parking zone is hereby approved and the City Engineer is instructed to arrange for the installation of signs at the earliest appropriate time.

Adopted by the City Council this 6th day of August, 2018.

Molly Cummings, Mayor

Amy Domeier, City Clerk

CITY OF HOPKINS

FINANCE DEPARTMENT

MEMORANDUM

Date: August 2nd, 2018
To: Honorable Mayor and Members of the City Council
From: Nicholas Bishop, Finance Director
Subject: Ratify Checks Issued in July 2018

The checks issued between July 1, 2018 and July 31, 2018, were numbers 110718 through 111053, for a total distribution of \$4,615,684.92.

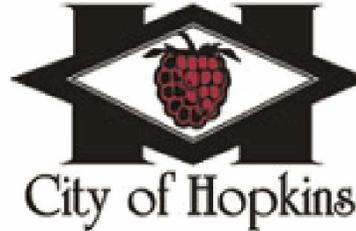
The checks issued, along with the purpose for those payments are attached for your review.

The check registers and detail of those checks can be reviewed at any time in the Finance Department.

Accounts Payable

Checks by Date - Summary by Check Date

User: kpearsall
Printed: 8/2/2018 11:48 AM



1010 First Street South
Hopkins, MN 55343

952-935-8474
M-F, 8 am-4:30 pm
www.hopkinsmn.com

Check No	Vendor No	Vendor Name	Check Date	Check Amount
110718	29270	A-1 OUTDOOR POWER INC	07/06/2018	171.81
110719	20310	ACTION SPORTS OF MN	07/06/2018	7,000.00
110720	28422	ADVANCED IMAGING SOLUTIONS	07/06/2018	4,100.94
110721	30246	ALTEC, INC	07/06/2018	58.06
110722	28600	APPLE VALLEY FORD LINCOLN	07/06/2018	380.38
110723	02012	BATTERIES PLUS BULBS	07/06/2018	39.90
110724	27839	BATTERIES R US	07/06/2018	119.96
110725	27782	BOUND TREE MEDICAL LLC	07/06/2018	702.42
110726	29205	CHRIS STRONER	07/06/2018	360.00
110727	26951	COMCAST	07/06/2018	14.71
110728	26951	COMCAST	07/06/2018	69.95
110729	26951	COMCAST	07/06/2018	126.20
110730	26951	COMCAST	07/06/2018	2.10
110731	03620	COMMERCIAL FURNITURE SERVICES	07/06/2018	792.00
110732	27060	CROWN MARKING INC	07/06/2018	68.50
110733	04690	DRISKILLS FOODS	07/06/2018	610.26
110734	30222	EUREKA CONSTRUCTION, INC.	07/06/2018	782,838.14
110735	30229	FORKLIFTS OF MINNESOTA, INC.	07/06/2018	250.92
110736	08001	HACH COMPANY	07/06/2018	1,148.51
110737	29063	HART HOWERTON LTD	07/06/2018	2,131.61
110738	08223	HENNEPIN CTY TREASURER	07/06/2018	11,183.22
110739	29818	HIAWATHA TREE SERVICE INC.	07/06/2018	1,800.00
110740	30048	RICH HILL	07/06/2018	486.24
110741	08336	HIRSHFIELDS	07/06/2018	411.29
110742	08571	HOPKINS BUSINESS & CIVIC ASSN	07/06/2018	22.00
110743	08576	HOPKINS F.D. RELIEF ASSOC	07/06/2018	900.00
110744	09801	I.U.O.E. CENTRAL PENSION FUND	07/06/2018	1,720.00
110745	30244	KING SIGNS, GRAPHICS & IMAGING	07/06/2018	2,555.00
110746	13012	MACQUEEN EQUIPMENT INC	07/06/2018	56.52
110747	29059	MANSFIELD OIL COMPANY OF GAINE	07/06/2018	9,319.70
110748	13167	MENARDS - EDEN PRAIRIE	07/06/2018	319.89
110749	13172	METRO ELEVATOR, INC	07/06/2018	160.00
110750	29177	RENEE A MEUWISSEN	07/06/2018	345.00
110751	13525	MIDNITE MARKET	07/06/2018	8.10
110752	13251	MINNEAPOLIS SAW INC	07/06/2018	1,156.20
110753	13354	MN BENEFIT ASSOCIATION	07/06/2018	37.18
110754	13599	MN DEPT OF TRANSPORTATION	07/06/2018	224.54
110755	28599	MN PUBLIC RADIO	07/06/2018	638.00
110756	29884	MORCON CONSTRUCTION CO., INC	07/06/2018	146,395.00
110757	30245	NATHAN T DUDA	07/06/2018	450.00
110758	15521	ON SITE SANITATION	07/06/2018	24.00
110759	29051	PAINTERS GEAR	07/06/2018	221.19
110760	16801	PUMP & METER SERVICE, INC	07/06/2018	564.26
110761	29196	QUAKER SALES & DISTRIBUTION	07/06/2018	147.72
110762	17806	QWEST CORP	07/06/2018	61.07
110763	28845	RIGID HITCH INCORPORATED	07/06/2018	315.40
110764	30163	RJM CONSTRUCTION, LLC	07/06/2018	898,114.18

Check No	Vendor No	Vendor Name	Check Date	Check Amount
110765	18575	ROC, INC	07/06/2018	4,298.56
110766	29588	RON TURLEY ASSOCIATES	07/06/2018	1,150.00
110767	29165	ROOT-O-MATIC	07/06/2018	310.00
110768	19117	SCHERER BROS. LUMBER CO.	07/06/2018	57.00
110769	30157	SERVICEONE TRUCK EQUIPMENT, LL	07/06/2018	11,629.00
110770	28588	NANCY SHIELDS	07/06/2018	120.00
110771	19567	SOUTHWEST SUB CABLE COMM	07/06/2018	3,432.00
110772	30091	RAY STAFFORD	07/06/2018	480.00
110773	19777	STREICHERS	07/06/2018	44.99
110774	28040	ROBERT JOSEPH TAYLOR	07/06/2018	130.00
110776	20680	TRI-K SERVICES	07/06/2018	360.00
110777	21532	UNIVERSITY OF MN	07/06/2018	426.44
110778	29466	VERIZON WIRELESS	07/06/2018	1,043.61
110779	29473	VERIZON WIRELESS	07/06/2018	246.48
110780	29475	VERIZON WIRELESS	07/06/2018	105.03
110781	23003	WASTE MANAGEMENT OF WI-MN	07/06/2018	9,568.00
110782	28960	WIMACTEL INC	07/06/2018	60.00
110783	25080	XCEL ENERGY	07/06/2018	1,093.73
110784	25080	XCEL ENERGY	07/06/2018	71.98
110785	25080	XCEL ENERGY	07/06/2018	293.94
110786	25080	XCEL ENERGY	07/06/2018	149.09
110787	25080	XCEL ENERGY	07/06/2018	967.27
110788	25080	XCEL ENERGY	07/06/2018	229.13
Total for 7/6/2018:				1,914,888.32
110789	02031	B & W SPECIALTY COFFEE CO	07/12/2018	1,041.45
110790	02012	BATTERIES PLUS BULBS	07/12/2018	53.98
110791	02563	BOLTON & MENK, INC	07/12/2018	57,731.00
110792	27782	BOUND TREE MEDICAL LLC	07/12/2018	182.28
110793	29416	CDW GOVERNMENT	07/12/2018	12,000.00
110794	03160	CENTERPOINT ENERGY MINNEGASC	07/12/2018	922.56
110795	30127	CINTAS CORPORATION NO. 2	07/12/2018	674.73
110796	03328	CITY OF MINNETONKA	07/12/2018	245,482.00
110797	30038	CIVICPLUS, INC.	07/12/2018	5,000.00
110798	26951	COMCAST	07/12/2018	6.30
110799	29303	DIVERSIFIED COFFEE PRODUCTS	07/12/2018	489.26
110800	05282	EHLERS AND ASSOCIATES, INC	07/12/2018	4,651.48
110801	30247	ELECTION SYSTEMS & SOFTWARE, L	07/12/2018	95.86
110802	29006	ENTERPRISE FLEET MANAGEMENT	07/12/2018	2,717.35
110803	30222	EUREKA CONSTRUCTION, INC.	07/12/2018	3,778.22
110804	30248	JUDY FINE	07/12/2018	44.00
110805	07185	GENUINE PARTS	07/12/2018	1,563.12
110806	07564	GOPHER STATE ONE-CALL, INC	07/12/2018	426.60
110807	07681	GRAINGER, INC	07/12/2018	16.92
110808	29377	GRAINGER, INC	07/12/2018	126.18
110809	08166	HENNEPIN CTY TREASURER	07/12/2018	1,489.85
110810	08401	HILDI INC	07/12/2018	300.00
110811	08336	HIRSHFIELDS	07/12/2018	43.55
110812	10172	JEFFERSON FIRE & SAFETY	07/12/2018	206.63
110813	11013	KATH FUEL OIL SERVICE	07/12/2018	545.48
110814	29779	KLIMOSKI CHANG ARCHITECT D.P.C	07/12/2018	3,070.00
110815	12160	LEAGUE OF MN CITIES	07/12/2018	56,816.00
110816	29529	LEXISNEXIS RISK SOLUTIONS	07/12/2018	83.33
110817	29059	MANSFIELD OIL COMPANY OF GAINE	07/12/2018	9,212.67
110818	13047	MARCO	07/12/2018	1,596.25
110819	29524	MARTIN-MCALLISTER	07/12/2018	1,500.00

Check No	Vendor No	Vendor Name	Check Date	Check Amount
110820	13167	MENARDS - EDEN PRAIRIE	07/12/2018	879.82
110821	28665	METRO ALARM & LOCK	07/12/2018	300.00
110822	13275	MICRO CENTER	07/12/2018	2,011.80
110823	13399	MN SAFETY COUNCIL, INC	07/12/2018	324.00
110824	26974	O'REILLY AUTO PARTS	07/12/2018	125.03
110825	04521	DNR SCREEN PRINTING & EMBROIDE	07/12/2018	75.00
110826	16687	PRO-TEC DESIGN INC	07/12/2018	320.46
110827	30199	PULSE ELECTRIC	07/12/2018	3,206.06
110828	29196	QUAKER SALES & DISTRIBUTION	07/12/2018	148.20
110829	17806	QWEST CORP	07/12/2018	78.94
110830	17806	QWEST CORP	07/12/2018	117.14
110831	17806	QWEST CORP	07/12/2018	56.07
110832	30249	RENEWAL BY ANDERSON	07/12/2018	114.40
110833	09084	ICMA RETIREMENT TRUST- 457 3008	07/12/2018	2,879.30
110834	28845	RIGID HITCH INCORPORATED	07/12/2018	67.94
110835	19085	SCHINDLER ELEVATOR CORP	07/12/2018	387.51
110836	19520	SNAP PRINT INC	07/12/2018	87.71
110837	29115	MANUEL SOTELO	07/12/2018	375.00
110838	19777	STREICHERS	07/12/2018	56.00
110839	20560	TOLL GAS & WELDING SUPPLY	07/12/2018	10.68
110840	30093	TRANSUNION RISK ALTERNATIVE DA	07/12/2018	153.00
110841	20883	TWIN CITY GARAGE DOOR INC	07/12/2018	1,123.00
110842	20892	TWIN CITY HARDWARE INC	07/12/2018	1,000.40
110843	27981	ULINE INC	07/12/2018	797.31
110844	22321	VIKING ELECTRIC SUPPLY INC	07/12/2018	42.60
110845	28624	MICHEAL J WHITE	07/12/2018	358.70
110846	23720	WSB & ASSOCIATES INC	07/12/2018	104,639.67
110847	25080	XCEL ENERGY	07/12/2018	9,686.45
110848	25080	XCEL ENERGY	07/12/2018	14,782.60
110849	25080	XCEL ENERGY	07/12/2018	23.76
Total for 7/12/2018:				556,095.60
110850	01328	AIRGAS USA	07/19/2018	169.56
110851	27929	ALLINA HEALTH SYSTEM	07/19/2018	1,367.00
110852	30252	AMAZING THAILAND	07/19/2018	150.00
110854	28600	APPLE VALLEY FORD LINCOLN	07/19/2018	381.82
110855	30230	BARNA, GUZY & STEFFEN, LTD.	07/19/2018	345.00
110856	27839	BATTERIES R US	07/19/2018	39.99
110857	29298	BCA CRIMINAL JUSTICE TRAINING	07/19/2018	12.00
110858	02563	BOLTON & MENK, INC	07/19/2018	73,567.75
110859	02569	BOYER TRUCK PARTS	07/19/2018	1,471.94
110860	29921	BRENDA Y BELL BROWN	07/19/2018	150.00
110861	02811	BUREAU OF CRIMINAL APPREHENSIC	07/19/2018	750.00
110862	28987	CENTER FOR	07/19/2018	550.00
110863	30005	CENTRAL POWER DISTRIBUTORS	07/19/2018	342.56
110864	03362	CITY OF MINNEAPOLIS	07/19/2018	582.30
110865	26951	COMCAST	07/19/2018	239.85
110866	28747	CULLIGAN BOTTLED WATER CO	07/19/2018	142.57
110867	04165	DELEGARD TOOL CO	07/19/2018	542.67
110868	30251	CARMEN DOUGHERTY-HEIM	07/19/2018	250.00
110869	01523	EARL F. ANDERSEN, INC	07/19/2018	1,256.60
110870	05282	EHLERS AND ASSOCIATES, INC	07/19/2018	2,015.00
110871	27569	EMERGENCY AUTOMOTIVE TECHNO	07/19/2018	589.98
110872	29377	GRAINGER, INC	07/19/2018	206.36
110873	08004	HANCE HARDWARE, INC	07/19/2018	1,118.31
110874	08166	HENNEPIN CTY TREASURER	07/19/2018	2,589.65

Check No	Vendor No	Vendor Name	Check Date	Check Amount
110875	08179	HENNEPIN CTY TREASURER	07/19/2018	393.00
110876	08186	HENNEPIN CTY TREASURER	07/19/2018	51.00
110877	27248	HENNEPIN CTY TREASURER	07/19/2018	337.25
110878	29818	HIAWATHA TREE SERVICE INC.	07/19/2018	1,560.00
110879	08336	HIRSHFIELDS	07/19/2018	42.17
110880	08627	HOME DEPOT CREDIT SERVICES	07/19/2018	1,084.74
110881	29916	HOUSE OF DANCE TWIN CITIES LLC	07/19/2018	150.00
110882	09320	IIMC	07/19/2018	185.00
110883	09521	INDELCO	07/19/2018	88.00
110884	30253	IPMBA	07/19/2018	210.00
110885	12009	J. H. LARSON COMPANY	07/19/2018	134.90
110886	29249	J.R.'S ADVANCED RECYCLERS	07/19/2018	30.00
110887	28825	JOBS FOUNDATION	07/19/2018	2,622.01
110888	29842	MEYER CONTRACTING, INC.	07/19/2018	323,498.68
110889	13275	MICRO CENTER	07/19/2018	221.96
110890	16337	PIRTEK PLYMOUTH	07/19/2018	152.30
110891	17806	QWEST CORP	07/19/2018	128.00
110892	17806	QWEST CORP	07/19/2018	64.00
110893	17806	QWEST CORP	07/19/2018	64.00
110894	17806	QWEST CORP	07/19/2018	325.00
110895	17806	QWEST CORP	07/19/2018	325.00
110896	17806	QWEST CORP	07/19/2018	80.52
110897	17806	QWEST CORP	07/19/2018	88.99
110898	17806	QWEST CORP	07/19/2018	127.00
110899	17806	QWEST CORP	07/19/2018	858.00
110900	17806	QWEST CORP	07/19/2018	68.00
110901	17806	QWEST CORP	07/19/2018	48.00
110902	17806	QWEST CORP	07/19/2018	64.00
110903	17806	QWEST CORP	07/19/2018	66.00
110904	18121	RDO EQUIPMENT CO.	07/19/2018	295.99
110905	18164	RED WING BUSINESS ADVANTAGE AC	07/19/2018	341.98
110906	18327	REINDERS INC	07/19/2018	155.08
110907	29246	RELIAKOR SERVICES INC	07/19/2018	739.80
110908	28845	RIGID HITCH INCORPORATED	07/19/2018	568.80
110909	19004	SAMARITAN TIRE COMPANY	07/19/2018	195.80
110910	19117	SCHERER BROS. LUMBER CO.	07/19/2018	47.50
110911	29537	SMSC ENTERPRISES	07/19/2018	336.00
110912	19520	SNAP PRINT INC	07/19/2018	467.33
110913	19581	SOUTHWEST LOCK & KEY	07/19/2018	831.00
110914	19602	SPS COMPANIES INC	07/19/2018	3.06
110915	19777	STREICHERS	07/19/2018	7,136.52
110917	19824	SUNSHINE CAR WASH	07/19/2018	84.28
110918	29254	TARGETSOLUTIONS LEARNING LLC	07/19/2018	3,120.00
110919	20120	TDS METROCOM - MN	07/19/2018	335.98
110920	29863	TONKADALE	07/19/2018	396.18
110921	03440	ULTIMATE SAFETY CONCEPTS INC	07/19/2018	1,125.79
110922	29088	VERIFIED CREDENTIALS INC	07/19/2018	80.00
110923	22321	VIKING ELECTRIC SUPPLY INC	07/19/2018	475.50
110924	30250	MARY M. WEST	07/19/2018	250.00
110925	29922	NINA KATIE NICOLE ZIESKA	07/19/2018	50.00
Total for 7/19/2018:				438,935.02
110926	30071	OXFORD VILLAGE LIMITED PARTNEF	07/23/2018	78,621.95
Total for 7/23/2018:				78,621.95

Check No	Vendor No	Vendor Name	Check Date	Check Amount
110928	01125	ADT SECURITY SERVICES	07/26/2018	341.25
110930	UB*00321	HENRY ALBRECHT	07/26/2018	132.58
110931	30254	AMERICAN TRAFFIC SAFETY MATER	07/26/2018	200.00
110932	28600	APPLE VALLEY FORD LINCOLN	07/26/2018	83.57
110933	30259	ARCHETYPE	07/26/2018	1,985.00
110934	28840	AUDIO LOGIC SYSTEMS	07/26/2018	7,401.23
110935	29669	AVESIS	07/26/2018	160.53
110936	02031	B & W SPECIALTY COFFEE CO	07/26/2018	780.45
110937	29012	BARRON COUNTY INCINERATOR	07/26/2018	100.00
110938	UB*00317	STEPHANIE BERGLUND MUELLER	07/26/2018	35.19
110939	29817	GARY BINGER	07/26/2018	2,570.00
110941	UB*00318	RICHARD G BROCKOPP	07/26/2018	152.06
110942	29416	CDW GOVERNMENT	07/26/2018	4,475.06
110943	30005	CENTRAL POWER DISTRIBUTORS	07/26/2018	15.82
110944	28430	CENTURY LINK	07/26/2018	32.89
110945	26951	COMCAST	07/26/2018	144.85
110946	26951	COMCAST	07/26/2018	262.04
110947	26951	COMCAST	07/26/2018	142.36
110949	03635	CONTINENTAL RESEARCH CORP	07/26/2018	393.51
110950	28123	CRITTERS UNLIMITED INC	07/26/2018	541.00
110951	27060	CROWN MARKING INC	07/26/2018	44.40
110953	UB*00322	ERIK DAVIS	07/26/2018	74.71
110955	UB*00319	CHRISTINE E DOCHERTY	07/26/2018	25.94
110956	28898	ECM PUBLISHERS INC	07/26/2018	817.75
110957	05522	EN POINTE TECHNOLOGIES	07/26/2018	3,395.00
110958	05524	ENTENMANN-ROVIN CO	07/26/2018	40.00
110959	29398	ENTERPRISE FLEET MANAGEMENT	07/26/2018	2,911.69
110960	29813	FAREWELL MILWAUKEE	07/26/2018	900.00
110961	06008	FASTENAL CO	07/26/2018	169.58
110962	06336	FIRST HOSPITAL LAB INC	07/26/2018	45.75
110963	29097	GL SPORTS CAMPS LLC	07/26/2018	1,469.00
110964	07681	GRAINGER, INC	07/26/2018	23.78
110965	29377	GRAINGER, INC	07/26/2018	1,986.48
110966	28609	GRANICUS INC	07/26/2018	2,320.00
110967	UB*00314	JOSEPH GRANNES	07/26/2018	102.89
110968	08625	HOPKINS POLICE ASSOCIATION	07/26/2018	1,100.00
110969	08620	HOPKINS ROTARY	07/26/2018	500.00
110970	30261	HOPKINS WESTWIND CONCERT BAN	07/26/2018	150.00
110972	09578	INNOVATIVE OFFICE SOLUTIONS	07/26/2018	605.66
110973	11013	KATH FUEL OIL SERVICE	07/26/2018	2,111.01
110976	UB*00323	KRISTIN J KNUTSON	07/26/2018	42.08
110977	UB*00316	LUCILLE KOPP	07/26/2018	37.50
110979	30023	CIGNA LIFE INS COMPANY OF N AME	07/26/2018	417.87
110980	14188	MAIL FINANCE INC	07/26/2018	2,346.09
110981	28665	METRO ALARM & LOCK	07/26/2018	75.00
110982	30262	MINNESOTA EQUIPMENT	07/26/2018	15.15
110983	28034	MN/WI PLAYGROUND INC	07/26/2018	78,274.60
110984	29939	MOBOTREX, INC.	07/26/2018	58.00
110985	30257	MODERN PIPING INC	07/26/2018	1,600.00
110986	15521	ON SITE SANITATION	07/26/2018	1,313.00
110987	26974	O'REILLY AUTO PARTS	07/26/2018	25.97
110988	27622	PERFORMANCE PLUS LLC	07/26/2018	108.00
110989	30258	PETRO CHOICE	07/26/2018	34.22
110990	29149	PLUNKETTS PEST CONTROL	07/26/2018	62.15
110991	29196	QUAKER SALES & DISTRIBUTION	07/26/2018	100.80
110992	17806	QWEST CORP	07/26/2018	155.92
110993	17806	QWEST CORP	07/26/2018	1,144.01

Check No	Vendor No	Vendor Name	Check Date	Check Amount
110994	17806	QWEST CORP	07/26/2018	88.93
110995	30255	RAY O'HERRON CO INC	07/26/2018	437.44
110996	08568	RESOURCE WEST	07/26/2018	66.32
110997	09084	ICMA RETIREMENT TRUST- 457 3008	07/26/2018	2,879.30
110998	28845	RIGID HITCH INCORPORATED	07/26/2018	180.76
110999	30163	RJM CONSTRUCTION, LLC	07/26/2018	1,034,464.54
111001	30260	JOSEPH SCANLAN	07/26/2018	500.00
111003	19520	SNAP PRINT INC	07/26/2018	228.30
111004	19602	SPS COMPANIES INC	07/26/2018	1,455.79
111005	28957	STEVENS ENGINEERS INC	07/26/2018	8,411.84
111007	29969	THREE RIVERS PARK DISTRICT	07/26/2018	24.00
111008	28482	DOUGLAS A TORVUND JR	07/26/2018	4,462.50
111009	08009	TRANSITIONS HOME CARE	07/26/2018	442.00
111010	20892	TWIN CITY HARDWARE INC	07/26/2018	6,455.22
111011	30256	ULTRAMAX	07/26/2018	733.47
111012	21523	UNION LOCAL 49	07/26/2018	724.50
111013	21529	UNITED WAY	07/26/2018	30.76
111014	30189	VAN PAPER SUPPLY COMPANY	07/26/2018	452.77
111015	29490	VERIZON WIRELESS	07/26/2018	1,203.99
111016	29490	VERIZON WIRELESS	07/26/2018	35.01
111017	23008	WASTE MANAGEMENT OF WI-MN	07/26/2018	3,518.51
111018	UB*00320	MATTHEW WATERS	07/26/2018	85.21
111020	UB*00315	JOEL WILHELM	07/26/2018	90.82
111021	28960	WIMACTEL INC	07/26/2018	60.00
111023	26160	ZEE MEDICAL SERVICE	07/26/2018	265.00
Total for 7/26/2018:				1,191,850.37
111039	01045	ABM EQUIPMENT & SUPPLY LLC	07/31/2018	793.20
111040	28427	ADVANCED IMAGING SOLUTIONS	07/31/2018	35.11
111041	02561	BOHN WELDING INC	07/31/2018	1,640.36
111042	03628	COMMERCIAL ASPHALT CO	07/31/2018	2,945.95
111043	03800	CULLIGAN - METRO	07/31/2018	70.60
111044	29303	DIVERSIFIED COFFEE PRODUCTS	07/31/2018	249.81
111045	29345	IMPACT MAILING OF MN	07/31/2018	3,763.00
111046	11161	KENNEDY & GRAVEN, CHARTERED	07/31/2018	29,502.74
111047	11327	KILLMER ELECTRIC CO INC	07/31/2018	1,360.00
111048	12012	LAW ENFORCEMENT LABOR SERVICE	07/31/2018	392.00
111049	28648	S M HENTGES & SONS INC	07/31/2018	393,428.56
111050	19117	SCHERER BROS. LUMBER CO.	07/31/2018	463.56
111051	19777	STREICHERS	07/31/2018	89.00
111052	28624	MICHEAL J WHITE	07/31/2018	503.30
111053	25080	XCEL ENERGY	07/31/2018	56.47
Total for 7/31/2018:				435,293.66
Report Total (303 checks):				4,615,684.92

Planning and Zoning Commission Action. The Planning and Zoning Commission held a public hearing to review this item during its regular meeting on July 24, 2018. After a summary presentation from staff, the Commission opened the public hearing. No comments from the public were provided. The Commission voted 6-0 to recommend that the City Council approve this request.

Background. The applicant is proposing to improve the western façade of the Hopkins Professional Building. The existing cedar shakes will be removed from the mansard roof and clad with a dark blue-gray fiber cement siding, which will wrap three feet around the north side of the building and will include a five foot wide swath that extends down the southwest corner of the building. The existing vestibule entry will remain and will be covered in a similar siding with a contrasting amber-brown color. The original exposed brickwork will be covered with a synthetic stucco in a cream color. The same color will be used to paint the north side of the building.

The applicant has received a building permit for an Americans with Disabilities Act (ADA) accessible ramp and railings that will ramp up from the north, parallel to the public sidewalk, to a landing by the vestibule doors. Steps will provide access to the landing from the south. The ADA accessible ramp will be constructed along with the façade improvements.

Legal Authority. Review of the applicant's site plan application is considered a quasi-judicial action. In such cases, the City is acting as a judge to determine if the regulations within the Comprehensive Plan and Zoning Ordinance are being followed. The applicable standards for this application, along with staff's findings for each, are detailed in the "Primary Issues to Consider" section below.

Site Plan Review. Standards for reviewing a site plan application are detailed in Section 526 of the City Code. This section establishes site plan review procedures and provides regulations pertaining to the enforcement of site design standards. Section 526.01(d) of the City Code requires site plan approval for reconstruction, replacement, or remodeling of material on 50 percent or more of any part of the exterior of an existing building that abuts public right-of-way 50 feet or more in width.

Land Use and Zoning Standards. The subject property is guided Commercial by the Comprehensive Plan and zoned B-2, Central Business. The property also lies within the Downtown Overlay District, which serves to preserve the small-town, unique character of Mainstreet Hopkins; complement the existing historic architecture; enhance the pedestrian orientation of Downtown Hopkins; encourage streetscape design that is inviting and on a human scale; and communicate the community's vision for the Mainstreet area.

According to the Comprehensive Plan, Commercial land uses offer a wide variety of goods and services and Commercial uses located downtown largely serve local needs and specialty market niches. The B-2 Central Business zoning district includes clinics as a permitted use. Therefore, continued use of the Hopkins Professional Building as an eye, dental, and podiatry clinic is consistent with land use and zoning standards. The Downtown Overlay District has additional standards that are evaluated in the following sections.

Exterior Building Materials. The Downtown Overlay District requires building renovations to be constructed to be long lasting and use materials that maintain the distinct character and

harmony of the downtown.

The proposed design consists of two main building materials: fiber cement siding and synthetic stucco. The materials and improvements will result in clean lines on the front façade of the building, which is consistent with the aesthetics of the Wilkus Architects building, located at 15 9th Avenue North, two parcels south of the subject property. This style complements and does not detract from the historic character of the buildings along Mainstreet.

Signage. Signage standards in the Downtown Overlay District require that signs be compatible with the style, composition, materials, colors and details of the building and with signs on other nearby buildings. The maximum area of a single sign in the B-2 Central Business zoning district is 60 square feet. The applicant's plan calls for a 40 square foot sign to be located on the upper portion of the vestibule. The sign appears to be compatible with the materials used on the façade. Signs on the nearby buildings along 9th Avenue North are also located above or at the main entrances. It should be noted that the sign must be approved through a separate administrative sign permit.

Exterior Lighting. Lighting standards in the Downtown Overlay District require that lighting be indirect with the light source hidden from direct pedestrian and motorist view. The district standards encourage shaded gooseneck lamps for sign illumination. The applicant's plans indicate that recessed lighting will extend under the soffit of the roofline and gooseneck lights on the vestibule will illuminate the signs, which is consistent with the standards.

Windows and Doors. The Downtown Overlay District requires that a minimum of 30 percent of the ground level façade and side of buildings adjacent to public streets shall consist of transparent materials. The applicant's plans show four windows on the front of the building with large windows and a glass door on the front of the vestibule, which comprise approximately 42 percent of the front of the building excluding the parapet along the roofline. Therefore, the plans meet the standard.

**CITY OF HOPKINS
Hennepin County, Minnesota**

RESOLUTION NO: 2018-064

**A RESOLUTION APPROVING A SITE PLAN FOR FAÇADE IMPROVEMENTS AT THE
HOPKINS PROFESSIONAL BUILDING**

WHEREAS, the City of Hopkins received a site plan application from the Hopkins Professional Building for façade improvements for the property currently known as 29 – 9th Avenue North;

WHEREAS, the property is legally described as Lot 19, Block 67 in West Minneapolis, Second Division, on file and of record in the Registrar of Titles and County Recorder, Hennepin County, Minnesota;

WHEREAS, the procedural history of the application is as follows:

1. That a site plan application was initiated by the applicant on June 19, 2018;
2. That the Hopkins Planning and Zoning Commission, pursuant to published and mailed notice, held a public hearing on the application and reviewed such application on July 24, 2018: all persons present were given an opportunity to be heard; and,
3. That the written comments and analysis of City staff were considered.
4. That the Hopkins Planning & Zoning Commission voted 6-0 to recommend the City Council approve this request; and
5. That the Hopkins City Council reviewed this application during its August 6, 2018 meeting and agreed with the findings of the Planning & Zoning Commission.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hopkins hereby approves the site plan for façade improvements at the Hopkins Professional Building based on the findings detailed in City Council Report 2018-089, subject to the conditions listed below:

1. Issuance of a building permit.
2. All exterior signage shall be approved through a separate sign permit.

Adopted by the City Council of the City of Hopkins this 6th day of August, 2018.

Molly Cummings, Mayor

ATTEST:

Amy Domeier, City Clerk

The Hopkins Professional Building at 29 9th Avenue North is applying for a (1.) façade improvement and (2.) a new entry ramp. Enclosed with this application are architectural drawings from Wilkus Architects in Hopkins. There will not be any reconstruction of the building itself, other than attaching the new materials to the existing building, and the new roofline.

1. Facade Plan

There will be new dark blue-gray Nishiki (Hardy Board) siding overlaying the original brick building front. It will extend across the entire front, except where it abuts to the vestibule, and wrap about 3 feet around north side. It will also come down the right side of the building, where the original entrance sidewalk was, for a uniform appearance. The blue-gray material will stop some distance (1-2 feet) above the windows.

An entry vestibule was attached to the original building many years ago. The vestibule will remain for a double-door entry. This vestibule exterior will be covered in a similar durable siding, in a contrasting amber-brown color. The interior and the original brick inside will be sheet-rocked and painted.

There will be signage applied to this amber-brown siding, most likely in another contrasting color, indicating the businesses. It will be changeable as needs determine, but the siding is permanent. The current glass will remain, except for 2 new doors, which will be handicapped operable.

The original exposed brickwork, below the Nishiki, will be covered with DryVit (EPHS?) in a neutral-cream color. This will make for an entire new appearance across the building front. This same color will be used to paint the building's long north side.

New recessed lighting will extend from under the soffit of the new roofline, and over the entry. 2 or 3 new gooseneck lights will overhang from the vestibule to illuminate those business signs. The old windows on the north side of the front will be replaced. The existing windows on the south half will remain. The existing free standing sign will be removed.

The entire north facing side of the building, ~~from street to alley~~, will be repainted. We would like to work with the City for a mural of some kind. There may be some signage on that wall, for the cars along 1st St North. All signage will meet Hopkins signage standards.

2. Entry Ramp

We have already received a city permit for a handicap ramp and railings, ramping up from the north, parallel to the public sidewalk, and onto a flat platform in front of the doors. There will be 1 or 2 steps up to the platform from the south.

Landscaping will be reduced from current sq. ft. as the new ramp and entry will require more concrete. We plan for low maintenance plants or shrubs between the concrete and the building, with either mulch or existing river rock. Flower boxes will be incorporated. The 2 small trees on the north side will be removed. We would be willing to incorporate continuous landscaping where our property meets the public property along the public sidewalk, to the north.

June 19, 2018



HOPKINS PROFESSIONAL BUILDING EXTERIOR FINISHES RENOVATION - 29 NINTH AVENUE NORTH, HOPKINS, MN 55343



LOCATION MAP

GENERAL NOTES

- 1.) ALL WORK SHALL BE COMPLETED IN ACCORDANCE WITH FEDERAL, STATE, AND LOCAL CODE ORDINANCES AND LAWS.
- 2.) THE CONTRACTOR SHALL VISIT THE JOB SITE, VERIFY EXISTING CONDITIONS, AND NOTIFY THE ARCHITECT OF ANY DISCREPANCIES PRIOR TO SUBMITTING A BID AND/OR BEGINNING ANY CONSTRUCTION WORK.
- 3.) ALL WORK, WHEN COMPLETED, SHALL CONFORM TO THE AMERICANS WITH DISABILITIES ACT ACCESSIBILITY GUIDELINES.
- 4.) THE CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCIES FOUND BETWEEN THE DRAWINGS AND SPECIFICATIONS FOR RESOLUTION.
- 5.) THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING A COMPLETE AS-BUILT SET OF CONSTRUCTION DRAWINGS AT THE JOB SITE AND TURNING THE AS-BUILT DRAWINGS OVER TO THE OWNER UPON COMPLETION OF THE PROJECT.
- 6.) REFER TO INDIVIDUAL DRAWINGS WITHIN THIS SET OF CONSTRUCTION DOCUMENTS FOR ADDITIONAL GENERAL NOTES.
- 7.) THE CONTRACTOR SHALL BE RESPONSIBLE FOR THOROUGHLY CLEANING THE COMPLETED JOB SITE PRIOR TO TURNING THE PROPERTY OVER TO THE OWNER FOR OCCUPANCY.
- 8.) IN THE EVENT THAT THE CONTRACTOR, OR SUBCONTRACTOR AT ANY TIER, DETERMINES THAT SOME PORTION OF THE DRAWINGS, SPECIFICATIONS, OR OTHER CONTRACT DOCUMENTS REQUIRES CLARIFICATION OR INTERPRETATION BY THE ARCHITECT, THE CONTRACTOR SHALL SUBMIT A REQUEST FOR INFORMATION IN WRITING TO THE ARCHITECT. REQUESTS FOR INFORMATION MAY ONLY BE MADE BY THE GENERAL CONTRACTOR. THE CONTRACTOR SHALL CLEARLY AND CONCISELY SET FORTH THE ISSUE FOR WHICH CLARIFICATION IS SOUGHT AND WHY A RESPONSE IS NEEDED FROM THE ARCHITECT AND/OR CONSULTANTS. IN THE REQUEST FOR INFORMATION, THE CONTRACTOR SHALL SET FORTH AN UNDERSTANDING OF THE REQUIREMENT, ALONG WITH A REASON WHY SUCH AN UNDERSTANDING WAS REACHED. THE ARCHITECT WILL REVIEW THE REQUEST FOR INFORMATION TO DETERMINE IF IT IS A REQUEST FOR INFORMATION WITHIN THE MEANING OF THIS TERM. IF THE ARCHITECT DETERMINES THAT IT IS NOT A REQUEST FOR INFORMATION, IT WILL BE RETURNED TO THE CONTRACTOR, UNREVIEWED AS TO CONTENT, FOR RE-SUBMITTAL IN THE PROPER FORM AND THE PROPER MANNER. RESPONSES TO REQUESTS FOR INFORMATION SHALL BE ISSUED UPON RECEIPT, BUT NO LATER THAN FIVE WORKING DAYS OF RECEIPT OF THE REQUEST, UNLESS THE ARCHITECT DETERMINES THAT A LONGER PERIOD OF TIME IS NEEDED IN ORDER TO PROVIDE AN ADEQUATE RESPONSE. IF A LONGER PERIOD OF TIME IS DETERMINED NECESSARY BY THE ARCHITECT, THE ARCHITECT WILL, WITHIN FIVE WORKING DAYS OF THE RECEIPT OF THE REQUEST FOR INFORMATION, NOTIFY THE CONTRACTOR OF THE ANTICIPATED RESPONSE TIME. IF THE CONTRACTOR SUBMITS A REQUEST FOR INFORMATION WITH FIVE WORKING DAYS OR LESS FLOAT ON THE CURRENT PROJECT SCHEDULE, THE CONTRACTOR SHALL NOT BE ENTITLED TO ANY TIME EXTENSION DUE TO THE TIME IT TAKES THE ARCHITECT TO RESPOND TO THE REQUEST FOR INFORMATION, PROVIDED A RESPONSE IS GIVEN WITHIN FIVE WORKING DAYS AS SET FORTH ABOVE. RESPONSES FROM THE ARCHITECT WILL NOT CHANGE ANY REQUIREMENTS OF THE CONTRACT DOCUMENTS. IN THE EVENT THAT THE CONTRACTOR BELIEVES A RESPONSE TO A REQUEST FOR INFORMATION WILL CAUSE A CHANGE TO REQUIREMENTS OF THE CONTRACT DOCUMENTS, THE CONTRACTOR SHALL IMMEDIATELY GIVE WRITTEN NOTICE TO THE ARCHITECT AND THE OWNER STATING THAT THE CONTRACTOR CONSIDERS THE RESPONSE TO BE A CHANGE ORDER. FAILURE TO GIVE SUCH WRITTEN NOTICE IMMEDIATELY SHALL WAIVE THE CONTRACTOR'S RIGHT TO SEEK ADDITIONAL TIME OR COST.

FIRE DEPARTMENT NOTES

- 1.) BUILDING ADDRESS NUMBERS SHALL BE PROVIDED ON THE FRONT OF THE BUILDING AND SHALL BE VISIBLE AND LEGIBLE FROM THE PUBLIC RIGHT-OF-WAY, SAID NUMBERS SHALL CONTRAST VISUALLY WITH THEIR BACKGROUND. ADDRESS NUMBERS SHALL BE PROVIDED BY THE CONTRACTOR.
- 2.) COMMERCIAL DUMPSTERS OR CONTAINERS WITH A CAPACITY OF ONE-AND-ONE-HALF CUBIC YARDS OR GREATER SHALL NOT BE STORED OR PLACED WITHIN FIVE- FEET OF COMBUSTIBLE WALLS, OPENING, OR ROOF EAVE LINES, UNLESS THESE AREAS ARE PROTECTED BY AN APPROVED AUTOMATIC FIRE SPRINKLER SYSTEM.

SHEET INDEX

SHEET	SHEET TITLE
A1	Cover Sheet
A2	Demolition Plan
A3	Architectural Floor Plan

CONSULTANT:



15 Ninth Avenue North, Hopkins, MN 55343
Phone: 952.941.8660/ www.wilkusarch.com

CLIENT:

ROBERT HERSMAN
29 NINTH AVENUE NORTH
HOPKINS, MN 55343

PROJECT INFORMATION:

**EXTERIOR FINISHES
RENOVATION
HOPKINS PROFESSIONAL
BUILDING**
 29 NINTH AVENUE NORTH
HOPKINS, MN 55343

SEAL:

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

Print Name: DUANE L. PERRY
 Signature: *Duane L. Perry*
 License No.: 21621
 Expiration Date: 06-30-20
 Date: 07-30-18

PROJECT NO.: 2018-0217
 DRAWN BY: DLP
 CHECKED BY: DLP

ISSUE	DATE
PRELIMINARY REVIEW	05-24-18
PERMIT SUBMITTAL	07-30-18

REVISION: DATE:

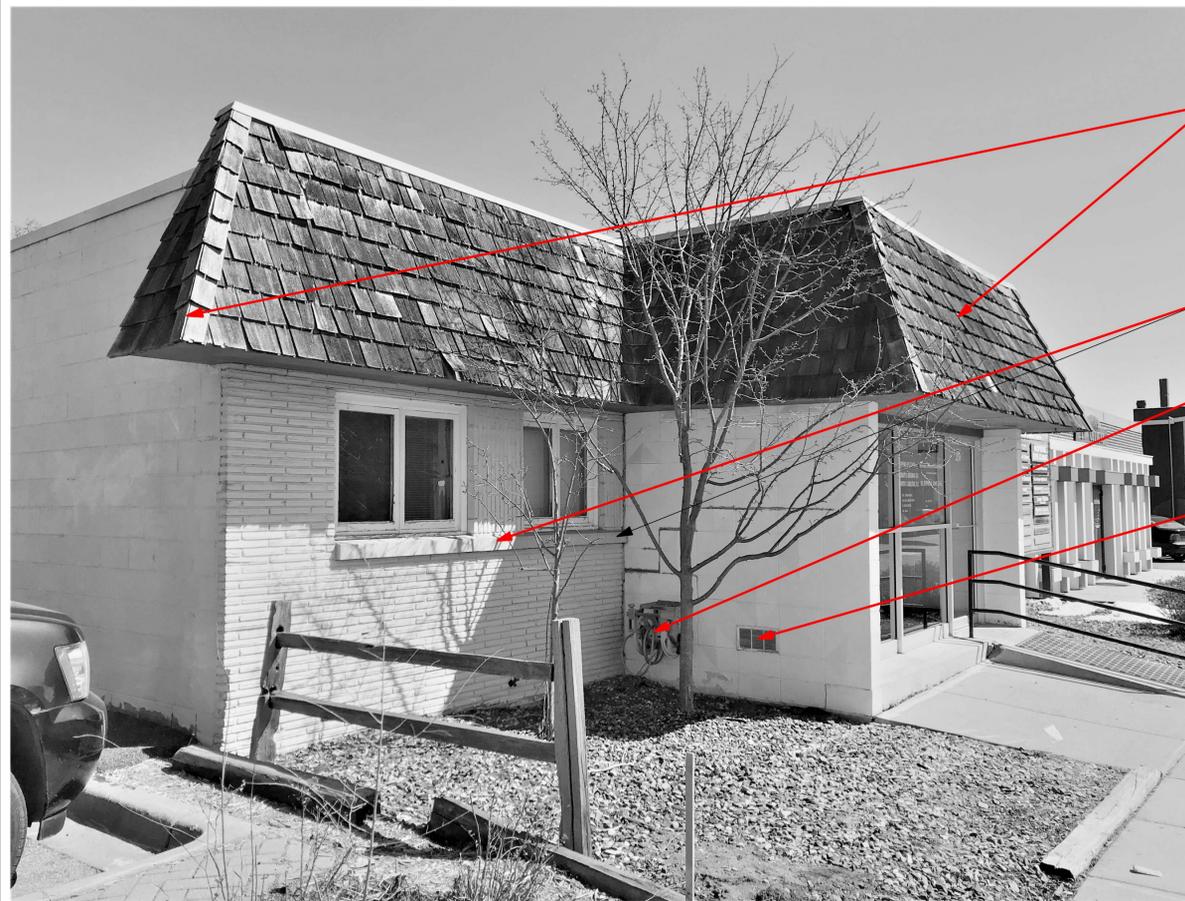
PROJECT LOCATION:

HOPKINS, MN

SHEET NUMBER / TITLE:

A1

Cover Sheet



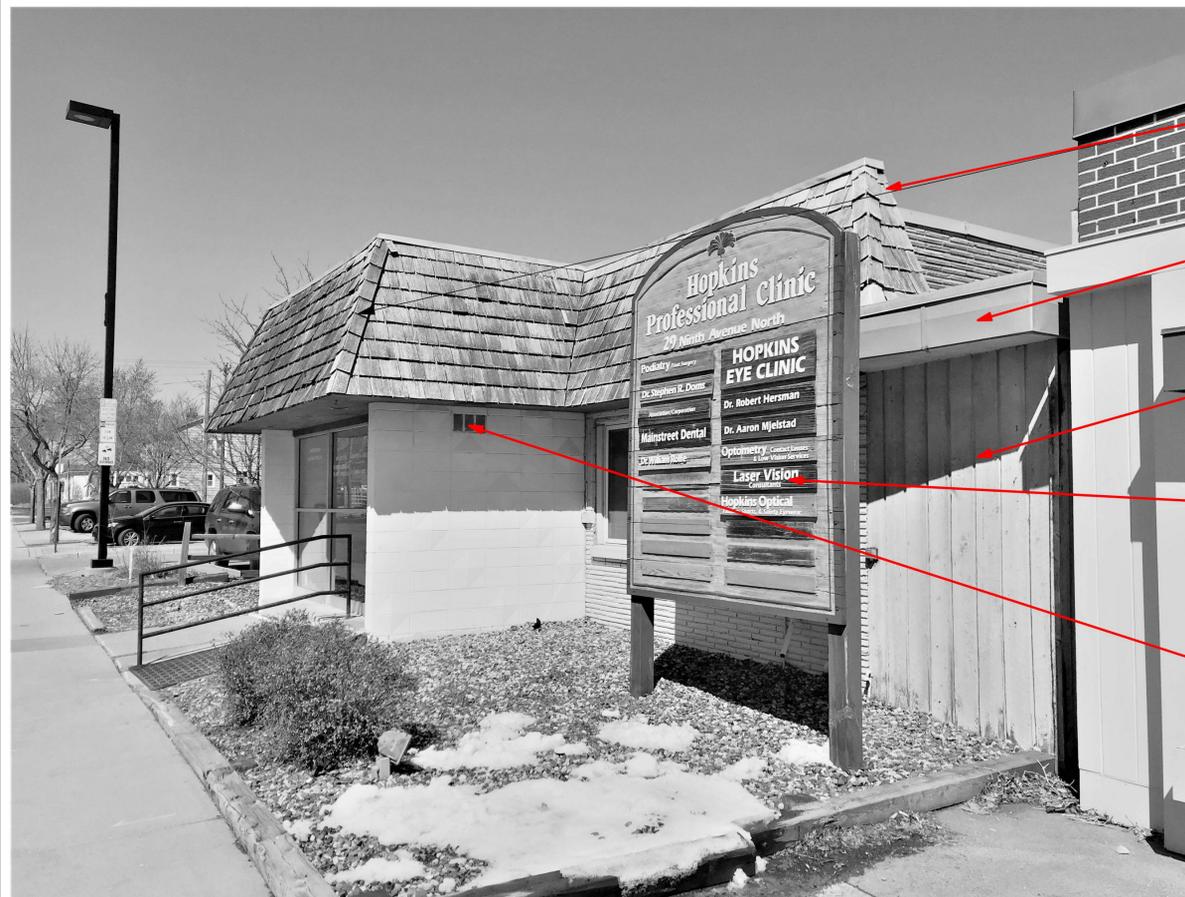
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REMOVE CAST STONE SILL THAT IS NOT UNDER WINDOWS

REMOVE AND RELOCATE HOSE RACK, COORDINATE WITH OWNER

REMOVE VENT AND FILL IN OPENING

NORTHWEST VIEW OF BUILDING



REMOVE MANSARD FINISHES AND FRAMING, KEEP ANY FRAMING THAT COULD BE USED FOR NEW FACADE SOFFIT

REMOVE SOFFIT

REMOVE FINISHES FROM FRAMING

REMOVE MONUMENT SIGNAGE

REMOVE VENT AND FILL IN OPENING

SOUTHWEST VIEW OF BUILDING



15 North Avenue North, Hopkins, MN 55343
Phone: 952.941.8660/ www.wilkusarch.com

CLIENT:

ROBERT HERSMAN
29 NINTH AVENUE NORTH
HOPKINS, MN 55343

PROJECT INFORMATION:

**EXTERIOR FINISHES
RENOVATION
HOPKINS PROFESSIONAL
BUILDING**
29 NINTH AVENUE NORTH
HOPKINS, MN 55343

SEAL:
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

Print Name: DUANE L. PERRY
Signature: *Duane L. Perry*
License No.: 21621
Expiration Date: 06-30-20
Date: 07-30-18

PROJECT NO.: 2018-0217
DRAWN BY: DLP
CHECKED BY: DLP

ISSUE	DATE
PRELIMINARY REVIEW	05-24-18
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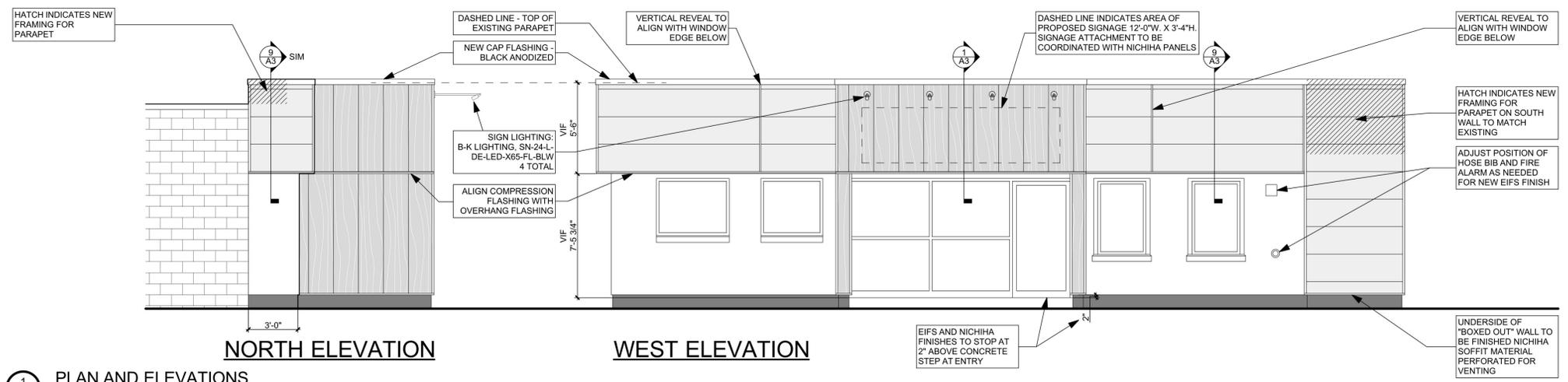
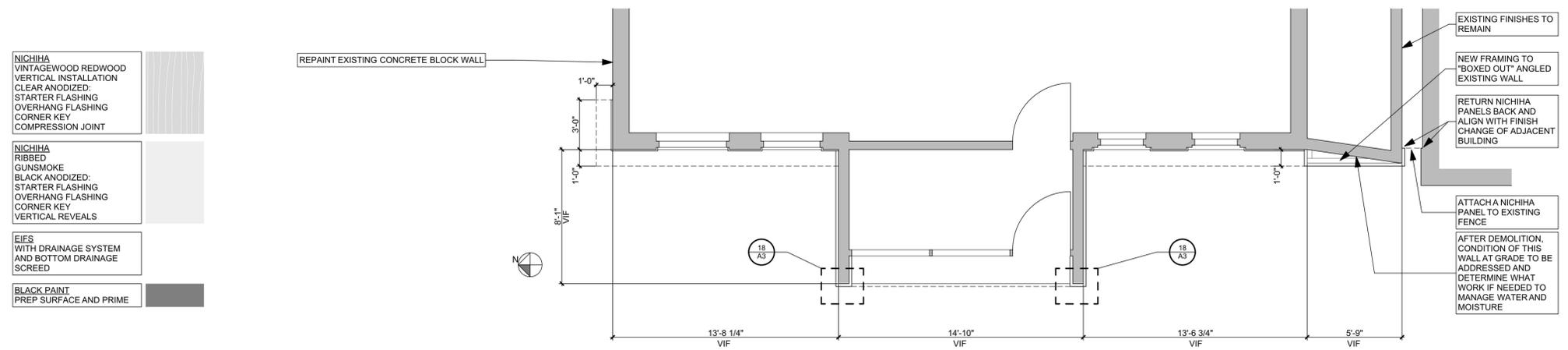
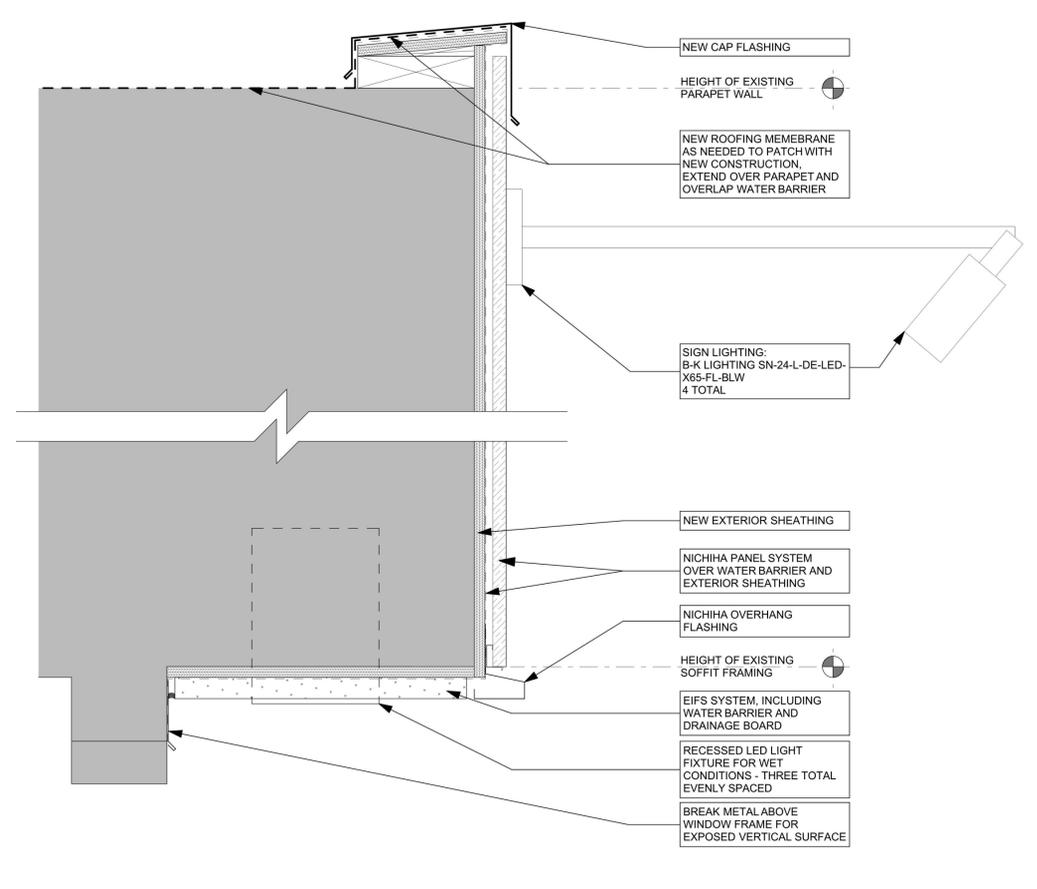
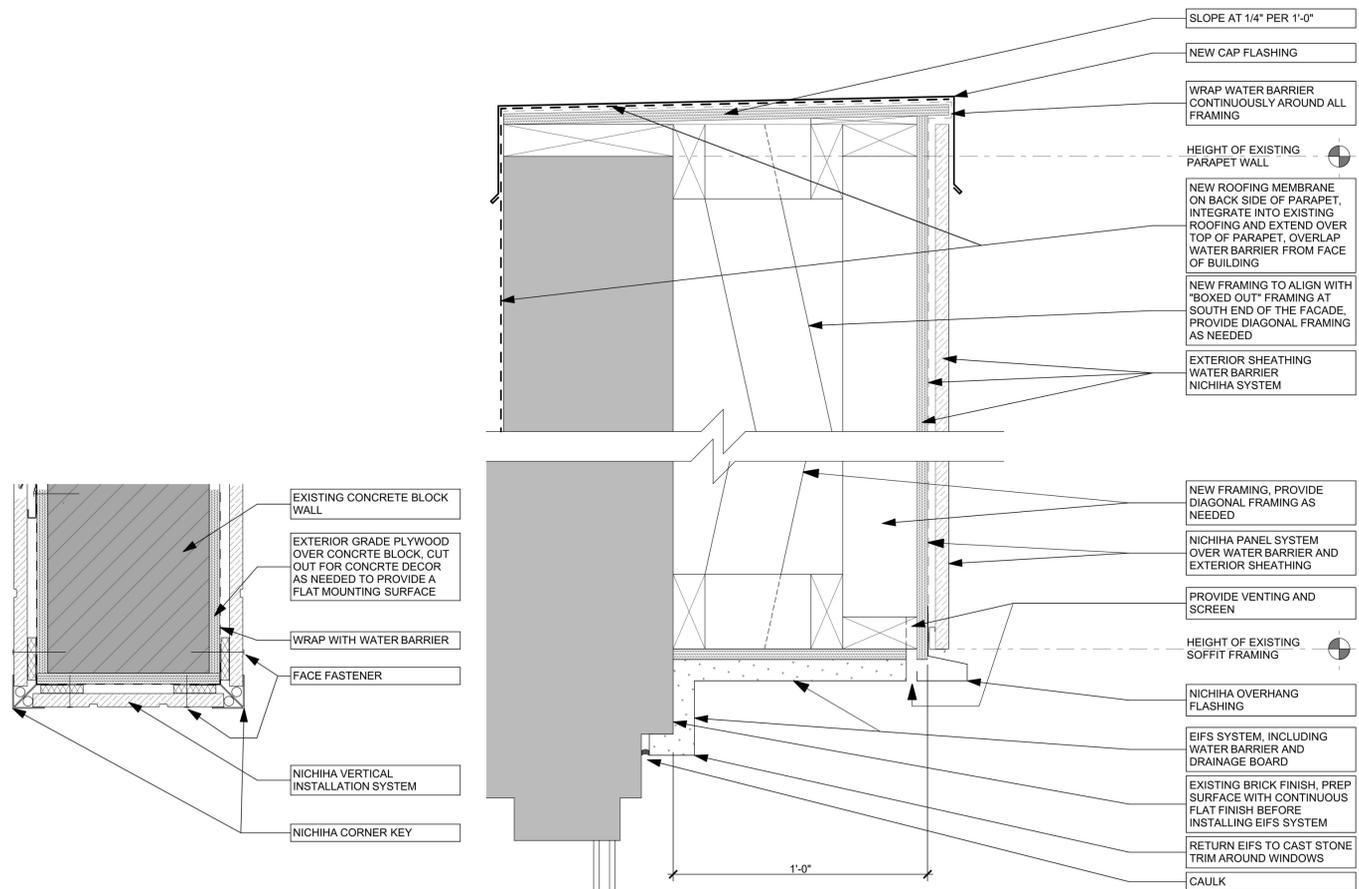
REVISION: _____ DATE: _____

PROJECT LOCATION

HOPKINS, MN

SHEET NUMBER / TITLE

A2
Demolition Plan





Site Plan for Façade Improvements at Carpet One and Center Drug

Proposed Action:

Move to adopt Resolution 2018-065, approving the site plan for façade improvements at Carpet One and Center Drug located at 907 and 913 Hopkins Center.

Overview

The applicant, Tillman Properties, Inc., requests site plan approval for façade improvements to the main entrances of Carpet One and Center Drug at 907 and 913 Hopkins Center. The subject properties are contiguous and front onto a City-owned parking lot with a drive lane called Hopkins Center, which is located between 9th and 10th Avenues North. Hopkins Center is not an official street, although it functions as public right of way. The buildings on the subject properties include a continuous storefront and roofline that extends across the adjacent property at 903 Hopkins Center, which is occupied by Hance Hardware.

The applicant is a recipient of a grant for each property from the City of Hopkins’ Façade Improvement Grant Program, which was established to enhance the vitality and aesthetic character of downtown. The grants provide funding assistance to property or business owners within Downtown Hopkins between 7th Avenue and 11th Avenue and between 1st Avenue North and 1st Avenue South for façade improvements. The grants pay for up to 50 percent of the cost of the improvements, up to \$25,000. Both the Planning & Zoning Commission and staff recommend approval of the site plan application.

Primary Issues to Consider

- Planning and Zoning Commission Action
- Background
- Legal Authority
- Site Plan Review

Supporting Documents

- Resolution 2018-065 Approving Site Plan
- Applicant’s Narrative
- Plans and Building Elevations

Jan Youngquist, AICP
Community Development Coordinator

Financial Impact: \$	N/A	Budgeted: _____	Y/N _____	Source: _____
Related Documents (CIP, ERP, etc.): _____				
Notes:				

Planning and Zoning Commission Action. The Planning and Zoning Commission held a public hearing to review this item during its regular meeting on July 24, 2018. After a summary presentation from staff, the Commission opened the public hearing for comments. No comments from the public were provided. The Commission asked the applicant about the timeline for the project and whether there were plans to paint a mural on the side of Center Drug facing 10th Avenue. The applicant indicated that the project will take approximately 6-8 weeks and they plan to start after receiving approval from the City Council. The applicant also stated that there are no current plans for a mural, but they may visit the possibility at a later date. The Commission voted 6-0 to recommend that the City Council approve this request.

Background. The applicant is proposing to improve the main entrance façades of Center Drug and Carpet One, located on the south side of the buildings. All exterior wood finishes on the walls, canopy and soffits will be removed, and the storefronts, signs, and exterior lighting will also be removed. Sections of the existing canopy and parapet for both buildings will be removed to make these features more distinctive.

For the Carpet One building, a tumbled stone veneer will be added to the building front, up to the canopy. The canopy over the main entrance to the building will be a champagne color metal with recessed LED lighting. The awnings over the two windows flanking the main entrance will be canvas with an aluminum frame. The upper third of the building and the parapet will be covered with synthetic stucco. New signage will be added with downlights and the windows will be replaced.

For the Center Drug building, a brown tumbled brick veneer will be added to the building front, up to the canopy. The height of the veneer finish will be the same as the Carpet One building. The canopy will be a medium bronze colored metal with recessed LED lighting. The upper third of the building and the parapet will be covered with synthetic stucco. The portion of the synthetic stucco that is at the same height as the canopy will include vertical grooves. These finishes will wrap four feet around the west side of the building. The remainder of the west side and the north side of the building will be painted. New signage will be added with downlights and the windows will be replaced.

Legal Authority. Review of the applicant's site plan application is considered a quasi-judicial action. In such cases, the City is acting as a judge to determine if the regulations within the Comprehensive Plan and Zoning Ordinance are being followed. The applicable standards for this application, along with staff's findings for each, are detailed in the following section.

Site Plan Review. Standards for reviewing a site plan application are detailed in Section 526 of the City Code. This section establishes site plan review procedures and provides regulations pertaining to the enforcement of site design standards. Section 526.01(d) of the City Code requires site plan approval for reconstruction, replacement, or remodeling of material on 50 percent or more of any part of the exterior of an existing building that abuts public right-of-way 50 feet or more in width.

Land Use and Zoning Standards. The subject property is guided Commercial by the Comprehensive Plan and zoned B-2 Central Business. The property also lies within the Downtown Overlay District, which serves to preserve the small-town, unique character of Mainstreet Hopkins; complement the existing historic architecture; enhance the pedestrian orientation of Downtown Hopkins; encourage streetscape design that is inviting and on a

human scale; and communicate the community's vision for the Mainstreet area.

According to the Comprehensive Plan, Commercial land uses offer a wide variety of goods and services and Commercial uses located downtown largely serve local needs and specialty market niches. The B-2 Central Business zoning district includes drug stores and carpet and flooring covering businesses as permitted uses. Therefore, continued use of the properties as Center Drug and Carpet One is consistent with land use and zoning standards. The Downtown Overlay District has additional standards that are evaluated in the following sections.

Exterior Building Materials. The Downtown Overlay District requires building renovations to be constructed to be long lasting and use materials that maintain the distinct character and harmony of the downtown. The proposed design for Carpet One consists of tumbled stone veneer, synthetic stucco, and metal. The proposed materials for Center Drug include tumbled brick veneer, synthetic stucco, and metal. The use of brick is consistent with the character of buildings on Mainstreet and the stone will complement the adjacent brick, while creating a distinction between the two buildings.

Awnings. The Downtown Overlay District requires awnings to be constructed of durable, protective and weather resistant materials and to project a minimum of 36 inches from the building. Awnings that extend across multiple storefronts are prohibited. The application proposes awnings at the Carpet One building only. The awnings will be canvas with a metal frame and will project 4 feet 2 inches from the building; therefore, this requirement is met.

Signage. Signage standards in the Downtown Overlay District require that signs be compatible with the style, composition, materials, colors and details of the building and with signs on other nearby buildings. The maximum area of a single sign in the B-2 Central Business zoning district is 60 square feet. The applicant's plan identifies an area on both parapets where business signs will be located, although specific sign details are not included. The area for the Carpet One sign is approximately 50 square feet and the area for the Center Drug sign is approximately 55 square feet. Additional detail must be provided and approved through a separate administrative sign permit process.

Exterior Lighting. Lighting standards in the Downtown Overlay District require that lighting be indirect with the light source hidden from direct pedestrian and motorist view. The district standards encourage shaded gooseneck lamps for sign illumination. The applicant's plans indicate that recessed LED lighting will extend under the soffit of the roofline and gooseneck lights will illuminate the signs, which is consistent with the standards.

Façades. The Downtown Overlay District requires that buildings more than 45 feet in width be designed with visual breaks. The width of the Carpet One storefront is almost 59 feet and the width of the Center Drug storefront is 48 ½ feet. The applicant's plans for Carpet One and Center Drug include breaks in exterior materials, transitioning from a tumbled stone veneer to a brick veneer. Additionally, sections of the existing canopy and parapet from both buildings will be removed to provide an articulation in these features, which will make the two storefronts more distinctive and visually interesting.

Windows and Doors. The Downtown Overlay District requires that a minimum of 30 percent of the ground level façade adjacent to public streets shall consist of transparent materials. The applicant's plans include large windows along the facades of both buildings and glass doors. The elevations clearly demonstrate that the plans exceed this standard.

CITY OF HOPKINS
Hennepin County, Minnesota

RESOLUTION NO: 2018-065

A RESOLUTION APPROVING A SITE PLAN FOR FAÇADE IMPROVEMENTS AT CARPET ONE AND CENTER DRUG

WHEREAS, the City of Hopkins received a site plan application from Tillman Properties, Inc. for façade improvements for the properties currently known as 907 and 913 Hopkins Center;

WHEREAS, the subject properties are legally described as Tracts C, D, E, F, G, H, I, and J, Registered Land Survey No. 953, County of Hennepin, on file and of record in the Registrar of Titles and County Recorder, Hennepin County, Minnesota;

WHEREAS, the procedural history of the application is as follows:

1. That a site plan application was initiated by the applicant on June 20, 2018;
2. That the Hopkins Planning and Zoning Commission, pursuant to published and mailed notice, held a public hearing on the application and reviewed such application on July 24, 2018: all persons present were given an opportunity to be heard; and,
3. That the written comments and analysis of City staff were considered.
4. That the Hopkins Planning & Zoning Commission voted 6-0 to recommend the City Council approve this request; and
5. That the Hopkins City Council reviewed this application during its August 6, 2018 meeting and agreed with the findings of the Planning & Zoning Commission.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hopkins hereby approves the site plan for façade improvements at Carpet One and Center Drug based on the findings detailed in City Council Report 2018-090, subject to the conditions listed below:

1. Issuance of a building permit.
2. All exterior signage shall be approved through a separate sign permit.

Adopted by the City Council of the City of Hopkins this 6th day of August, 2018.

Molly Cummings, Mayor

ATTEST:

Amy Domeier, City Clerk

Hopkins Center Drug and Carpet One

Tillman Properties is applying for a site plan review for a façade remodel for the Hopkins Center Drug and Carpet One buildings, located at 907 and 913 Hopkins Center. All exterior wood finishes on the walls, canopy and soffits will be removed, and the storefronts, signs, and exterior lighting will also be removed. Sections of the existing canopy and parapet for both buildings will be removed to make these features more distinctive.

For the Carpet One building, a tumbled stone veneer will be added to the building front, up to the canopy. The canopy over the main entrance to the building will be a champagne color metal with recessed LED lighting. The awnings over the two windows flanking the main entrance will be canvas with an aluminum frame. The upper third of the building and the parapet will be covered with EIFS. New signage will be added with downlights and the windows will be replaced.

For the Center Drug building, a brown tumbled brick veneer will be added to the building front, up to the canopy. The height of the veneer finish will be the same as the Carpet One building. The canopy will be a medium bronze colored metal with recessed LED lighting. The upper third of the building and the parapet will be covered with EIFS. The portion of the EIFS that is at the same height as the canopy will include vertical grooves. These finishes will wrap four feet around the west side of the building. The remainder of the west side and the north side of the building will be painted. New signage will be added with downlights and the windows will be replaced.



SOUTHWEST VIEW



SOUTH EAST VIEW

HOPKINS CARPET ONE & CENTER DRUG EXTERIOR RENOVATION

907 & 913 HOPKINS CENTER
HOPKINS, MINNESOTA 55343

GENERAL NOTES

- 1.) ALL WORK SHALL BE COMPLETED IN ACCORDANCE WITH FEDERAL, STATE, AND LOCAL CODE ORDINANCES AND LAWS.
- 2.) THE CONTRACTOR SHALL VISIT THE JOB SITE, VERIFY EXISTING CONDITIONS, AND NOTIFY THE ARCHITECT OF ANY DISCREPANCIES PRIOR TO SUBMITTING A BID AND/OR BEGINNING ANY CONSTRUCTION WORK.
- 3.) ALL WORK, WHEN COMPLETED, SHALL CONFORM TO THE AMERICANS WITH DISABILITIES ACT ACCESSIBILITY GUIDELINES.
- 4.) THE CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCIES FOUND BETWEEN THE DRAWINGS AND SPECIFICATIONS FOR RESOLUTION.
- 5.) THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING A COMPLETE AS-BUILT SET OF CONSTRUCTION DRAWINGS AT THE JOB SITE AND TURNING THE AS-BUILT DRAWINGS OVER TO THE OWNER UPON COMPLETION OF THE PROJECT.
- 6.) REFER TO INDIVIDUAL DRAWINGS WITHIN THIS SET OF CONSTRUCTION DOCUMENTS FOR ADDITIONAL GENERAL NOTES.
- 7.) THE CONTRACTOR SHALL BE RESPONSIBLE FOR THOROUGHLY CLEANING THE COMPLETED JOB SITE PRIOR TO TURNING THE PROPERTY OVER TO THE OWNER FOR OCCUPANCY.
- 8.) IN THE EVENT THAT THE CONTRACTOR, OR SUBCONTRACTOR AT ANY TIER, DETERMINES THAT SOME PORTION OF THE DRAWINGS, SPECIFICATIONS, OR OTHER CONTRACT DOCUMENTS REQUIRES CLARIFICATION OR INTERPRETATION BY THE ARCHITECT, THE CONTRACTOR SHALL SUBMIT A REQUEST FOR INFORMATION IN WRITING TO THE ARCHITECT.
REQUESTS FOR INFORMATION MAY ONLY BE MADE BY THE GENERAL CONTRACTOR. THE CONTRACTOR SHALL CLEARLY AND CONCISELY SET FORTH THE ISSUE FOR WHICH CLARIFICATION IS SOUGHT AND WHY A RESPONSE IS NEEDED FROM THE ARCHITECT AND/OR CONSULTANTS. IN THE REQUEST FOR INFORMATION, THE CONTRACTOR SHALL SET FORTH AN UNDERSTANDING OF THE REQUIREMENT, ALONG WITH A REASON WHY SUCH AN UNDERSTANDING WAS REACHED. THE ARCHITECT WILL REVIEW THE REQUEST FOR INFORMATION TO DETERMINE IF IT IS A REQUEST FOR INFORMATION WITHIN THE MEANING OF THIS TERM. IF THE ARCHITECT DETERMINES THAT IT IS NOT A REQUEST FOR INFORMATION, IT WILL BE RETURNED TO THE CONTRACTOR, UNREVIEWED AS TO CONTENT, FOR RE-SUBMITTAL IN THE PROPER FORM AND THE PROPER MANNER.
RESPONSES TO REQUESTS FOR INFORMATION SHALL BE ISSUED UPON RECEIPT, BUT NO LATER THAN FIVE WORKING DAYS OF RECEIPT OF THE REQUEST, UNLESS THE ARCHITECT DETERMINES THAT A LONGER PERIOD OF TIME IS NEEDED IN ORDER TO PROVIDE AN ADEQUATE RESPONSE. IF A LONGER PERIOD OF TIME IS DETERMINED NECESSARY BY THE ARCHITECT, THE ARCHITECT WILL, WITHIN FIVE WORKING DAYS OF THE RECEIPT OF THE REQUEST FOR INFORMATION, NOTIFY THE CONTRACTOR OF THE ANTICIPATED RESPONSE TIME.
IF THE CONTRACTOR SUBMITS A REQUEST FOR INFORMATION WITH FIVE WORKING DAYS OR LESS FLOAT ON THE CURRENT PROJECT SCHEDULE, THE CONTRACTOR SHALL NOT BE ENTITLED TO ANY TIME EXTENSION DUE TO THE TIME IT TAKES THE ARCHITECT TO RESPOND TO THE REQUEST FOR INFORMATION, PROVIDED A RESPONSE IS GIVEN WITHIN FIVE WORKING DAYS AS SET FORTH ABOVE.
RESPONSES FROM THE ARCHITECT WILL NOT CHANGE ANY REQUIREMENTS OF THE CONTRACT DOCUMENTS. IN THE EVENT THAT THE CONTRACTOR BELIEVES A RESPONSE TO A REQUEST FOR INFORMATION WILL CAUSE A CHANGE TO REQUIREMENTS OF THE CONTRACT DOCUMENTS, THE CONTRACTOR SHALL IMMEDIATELY GIVE WRITTEN NOTICE TO THE ARCHITECT AND THE OWNER STATING THAT THE CONTRACTOR CONSIDERS THE RESPONSE TO BE A CHANGE ORDER. FAILURE TO GIVE SUCH WRITTEN NOTICE IMMEDIATELY SHALL WAIVE THE CONTRACTOR'S RIGHT TO SEEK ADDITIONAL TIME OR COST.

FIRE DEPARTMENT NOTES

- 1.) ENGINEERED AUTOMATIC FIRE SPRINKLER SYSTEM DRAWINGS AND CALCULATIONS SHALL BE DESIGNED AND SUBMITTED BY AN APPROVED INSTALLER PRIOR TO INSTALLATION.
- 2.) ALL LIFE-SAFETY SYSTEMS SHALL BE DESIGNED PER APPLICABLE FIRE PREVENTION CODE.
- 3.) THE INSPECTION, HYDROSTATIC TESTING, AND FLUSHING OF THE AUTOMATIC FIRE SPRINKLER SYSTEM AND/OR FIRE HYDRANTS SHALL BE WITNESSED BY THE PROPER FIRE DEPARTMENT REPRESENTATIVE AND NO UNDERGROUND PIPING SHALL BE COVERED OR HIDDEN FROM VIEW UNTIL THE PROPER FIRE DEPARTMENT REPRESENTATIVE HAS BEEN NOTIFIED AND GIVEN NO LESS THAN FORTY-EIGHT HOURS IN WHICH TO INSPECT SUCH INSTALLATIONS.
- 4.) FIRE EXTINGUISHER REQUIREMENTS SHALL BE AS DETERMINED BY FIELD INSPECTION AND NFPA 10. THE CONTRACTOR SHALL SUPPLY ALL FIRE EXTINGUISHERS.
- 5.) BUILDING ADDRESS NUMBERS SHALL BE PROVIDED ON THE FRONT OF THE BUILDING AND SHALL BE VISIBLE AND LEGIBLE FROM THE PUBLIC RIGHT-OF-WAY, SAID NUMBERS SHALL CONTRAST VISUALLY WITH THEIR BACKGROUND. ADDRESS NUMBERS SHALL BE PROVIDED BY THE CONTRACTOR.
- 6.) COMMERCIAL DUMPSTERS OR CONTAINERS WITH A CAPACITY OF ONE-AND-ONE-HALF CUBIC YARDS OR GREATER SHALL NOT BE STORED OR PLACED WITHIN FIVE-FEET OF COMBUSTIBLE WALLS, OPENING, OR ROOF EAVE LINES, UNLESS THESE AREAS ARE PROTECTED BY AN APPROVED AUTOMATIC FIRE SPRINKLER SYSTEM.
- 7.) POST "NO PARKING - FIRE LANE" SIGNS ALONG VEHICULAR ACCESS ROADS.



LOCATION MAP

SHEET INDEX

SHEET	SHEET TITLE
A1	COVER SHEET
A2	DEMOLITION
A3	RCP AND FLOOR PLANS
A4	SCHEDULES
A5	ELEVATION, SECTIONS
A6	ELEVATION, SECTIONS

PROJECT TEAM

CLIENT
TILLMAN PROPERTIES, INC.
6488 PROMONTORY DRIVE
EDEN PRAIRIE, MN 55346
PHONE NUMBER 952-933-6422
CONTACT: DAN TILLMAN

ARCHITECT
MICHAEL J. WILKUS A.I.A.
15 NINTH AVENUE NORTH
HOPKINS, MINNESOTA 55343
PHONE NUMBER (952) 941-8660
FAX NUMBER (952) 941-2755
CONTACT: DUANE L. PERRY

CONSULTANT:



15 Ninth Avenue North, Hopkins, MN 55343
Phone: 952.941.8660/ www.wilkusarch.com

CLIENT:

TILLMAN PROPERTIES, INC.
6488 PROMONTORY DRIVE
EDEN PRAIRIE, MN 55346

PROJECT INFORMATION:

HOPKINS CARPET ONE
& CENTER DRUG
EXTERIOR RENOVATION
907 & 913 HOPKINS CENTER
HOPKINS, MINNESOTA 55343

SEAL:

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

Print Name: DUANE L. PERRY

Signature: _____
License No.: 21621
Expiration Date: 05-30-18
Date: 05-16-18

PROJECT NO.: 2017-0723
DRAWN BY: DLP
CHECKED BY: DLP

ISSUE: _____ DATE: _____
PRELIMINARY: _____ 05-16-18

REVISION: _____ DATE: _____

PROJECT LOCATION:

HOPKINS, MINNESOTA

SHEET NUMBER / TITLE:

A1

COVER SHEET



PHOTO AT SOUTHWEST CORNER OF CENTER DRUG

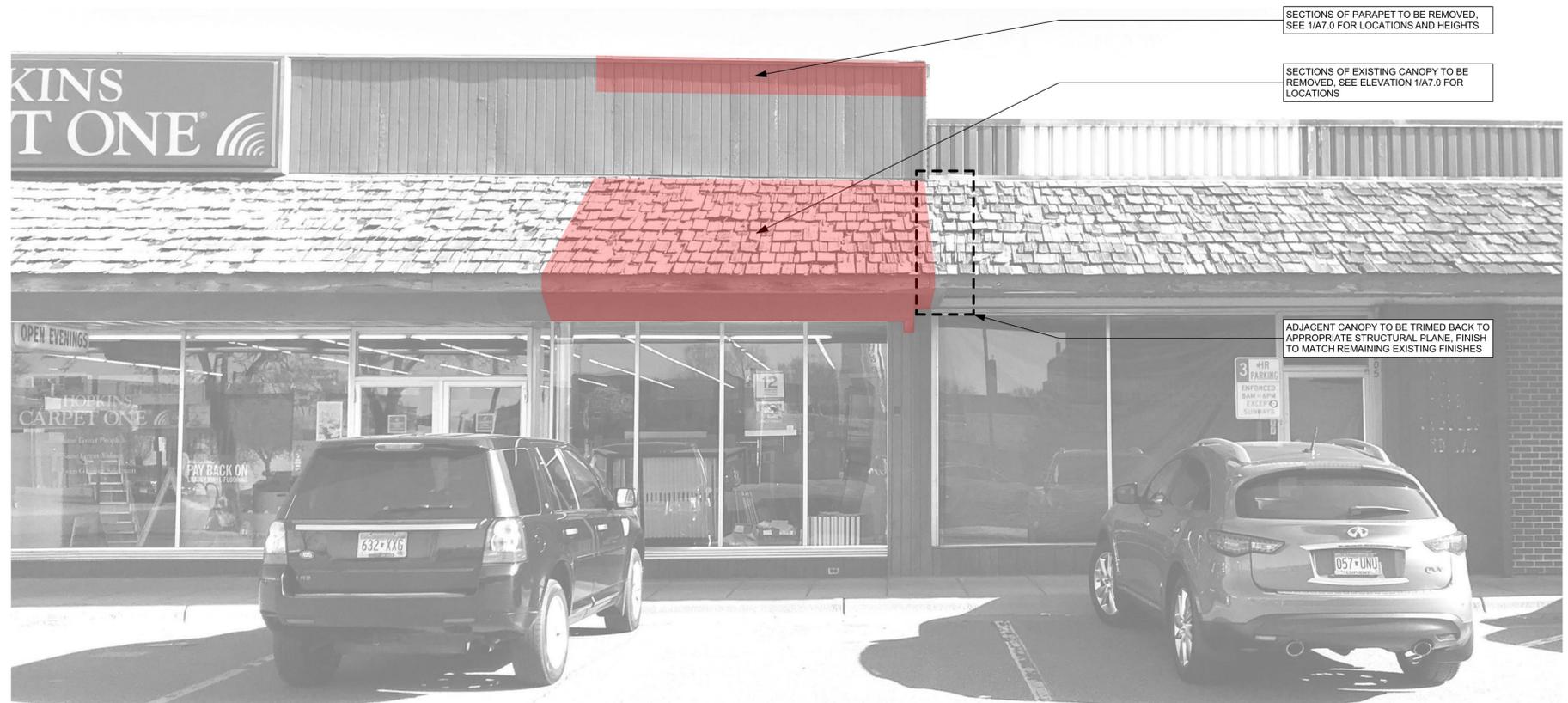


PHOTO AT CARPET ONE AND ACE HARDWARE

CONSULTANT:



15 North Avenue North, Hopkins, MN 55343
Phone: 952.941.8660/ www.wilkusarch.com

CLIENT:

TILLMAN PROPERTIES, INC.
6488 PROMONTORY DRIVE
EDEN PRAIRIE, MN 55346

PROJECT INFORMATION:

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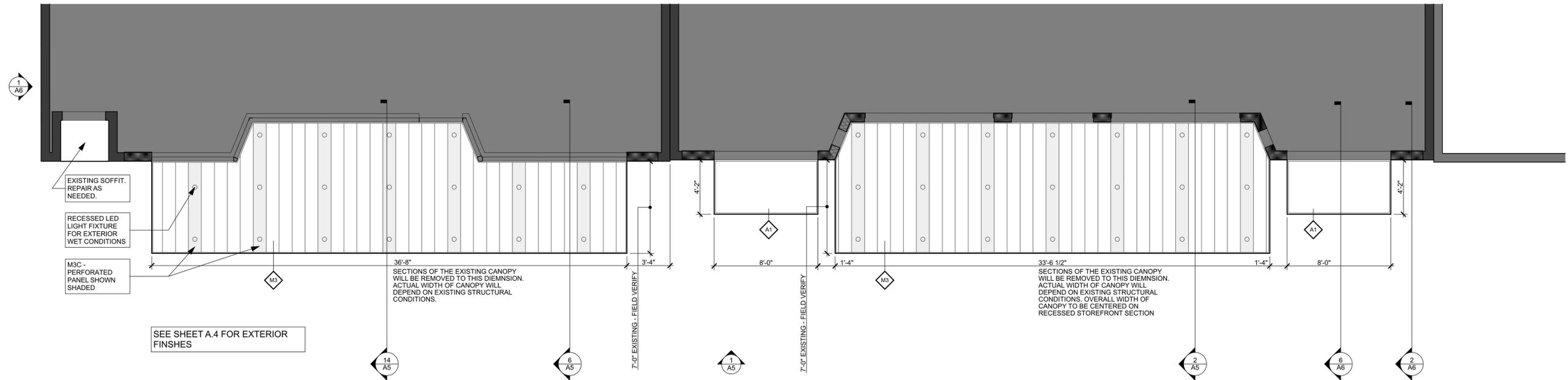
PROJECT LOCATION:

HOPKINS, MINNESOTA

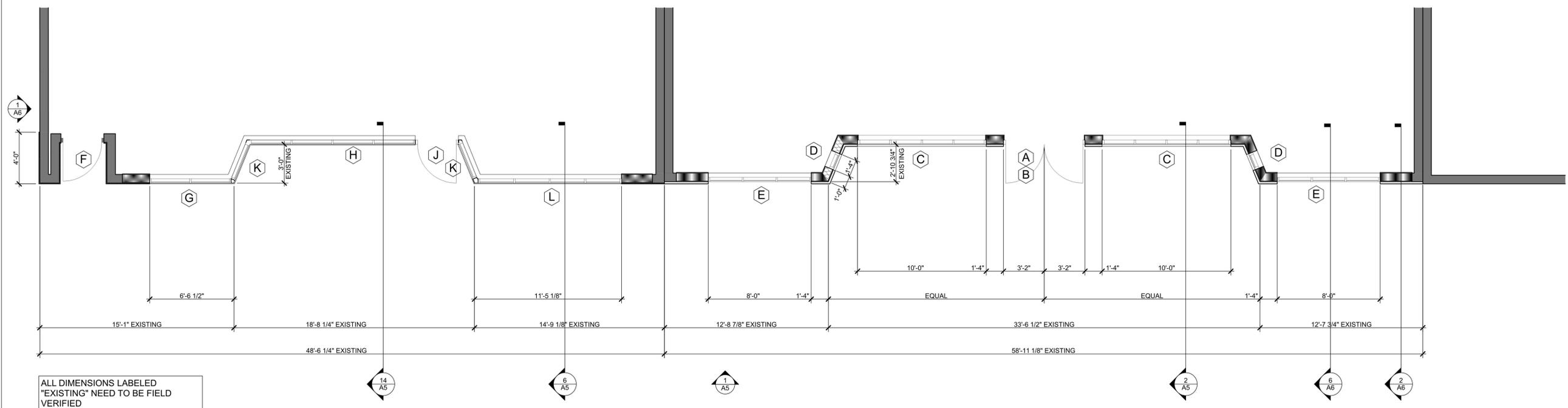
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A2

DEMOLITION

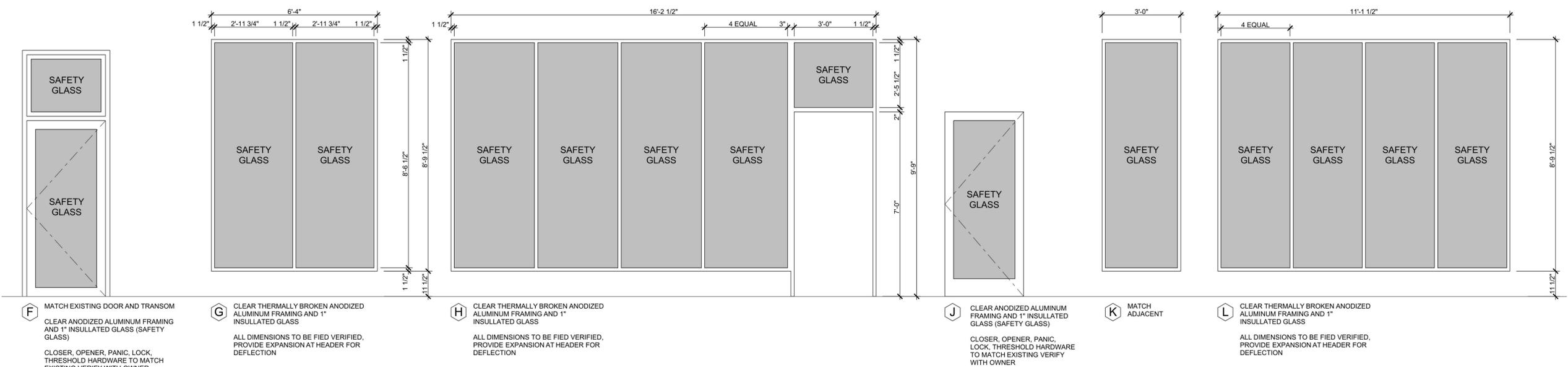
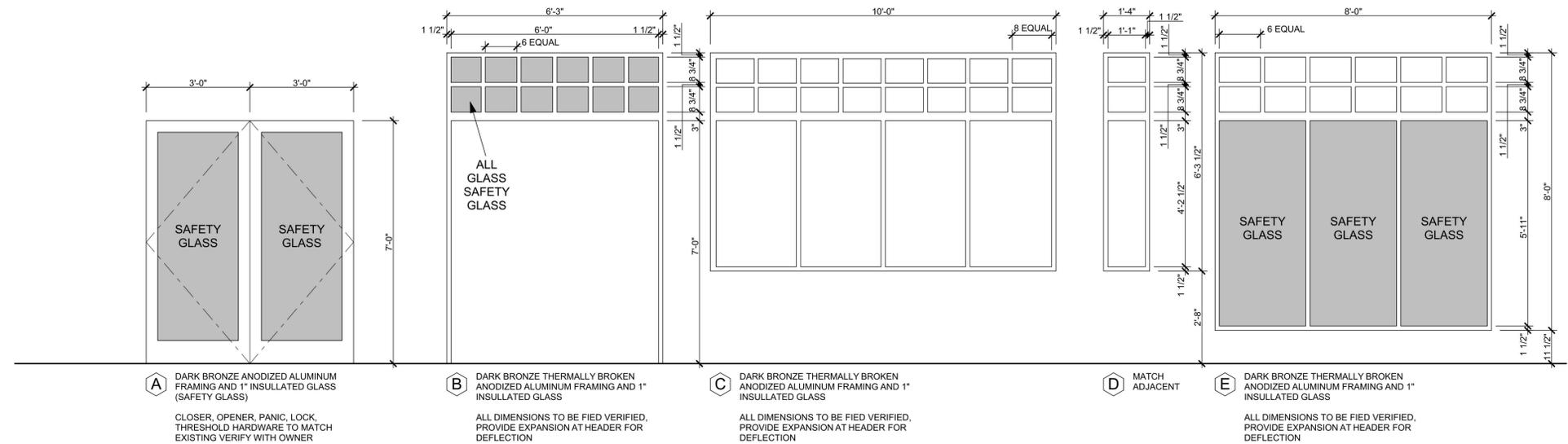


1 REFLECTED CEILING PLAN
 SCALE: 1/4" = 1'-0"



ALL DIMENSIONS LABELED "EXISTING" NEED TO BE FIELD VERIFIED

3 ARCHITECTURAL FLOOR PLAN
 1/4" = 1'-0"



WINDOW / DOOR SCHEDULE

EXTERIOR FINISHES

SEE ELEVATIONS AT 1/7.0 AND 1/7.1

CARPET ONE

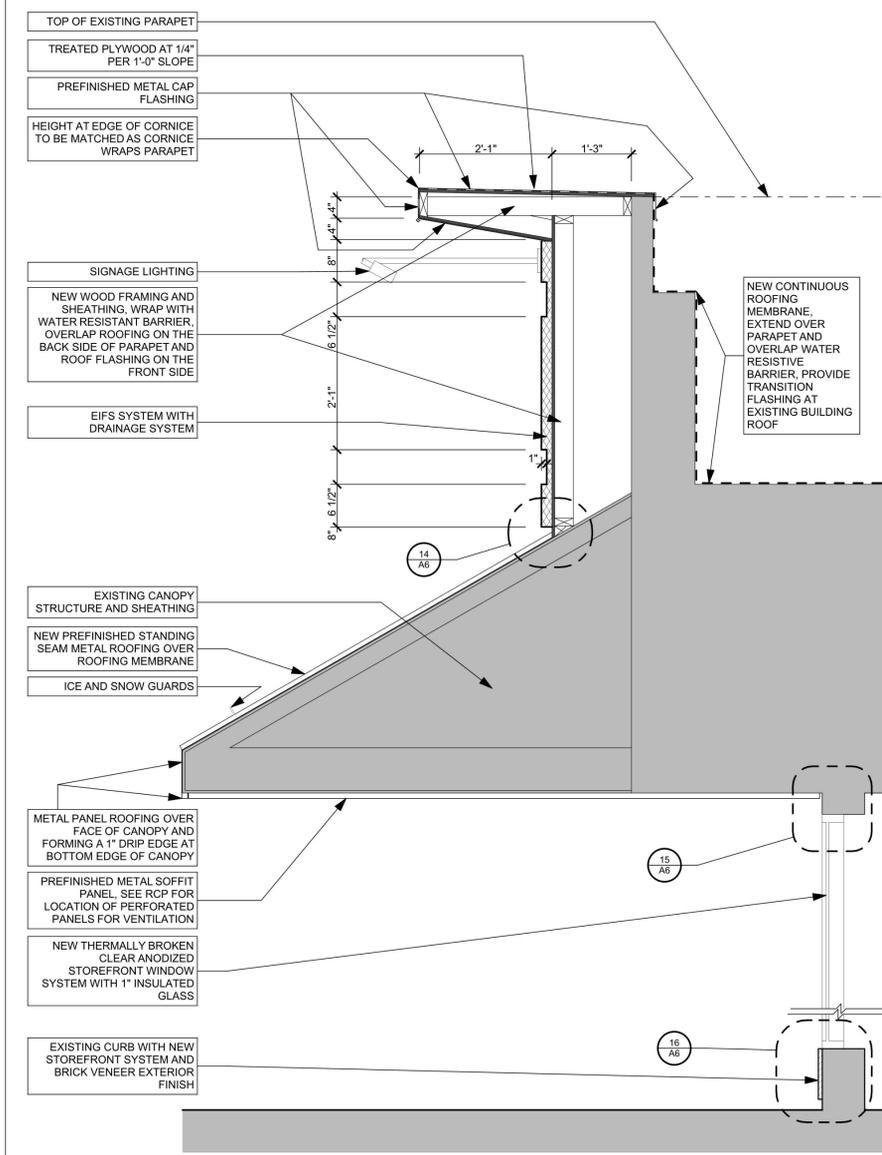
- S1 STONE VENEER: EDEN STONE COMPANY, INC., CHILTON WEBSTONE TUMBLED, COORDINATE MIX PERCENTAGE WITH OWNER
- M1 CAP FLASHING: FIRESTONE DARK BRONZE
- E1 EIFS: COLOR TBD
- M2 CANOPY: FIRESTONE CHAMPAGNE METALLIC STANDING SEAM, UC-4 SEAMS AT 12" OC, FLAT PROFILE WITH EMBOSSSED FINISH
- M3 SOFFIT PANEL: FIRESTONE ALMOND, UC-600 12" WIDE, SOLID AND PERFORATED PANELS SEE RCP FOR LOCATION OF PERFORATED PANELS
- W1 WINDOWS: DARK BRONZE ANODIZED THERMALLY BROKEN ALUMINUM FRAMES
- A1 AWNING: CANVAS AWNING WITH ALUMINUM FRAME, COLOR TBD
- P1 PAINT EXPOSED WALL BELOW STONE VENEER BLACK

CENTER DRUG

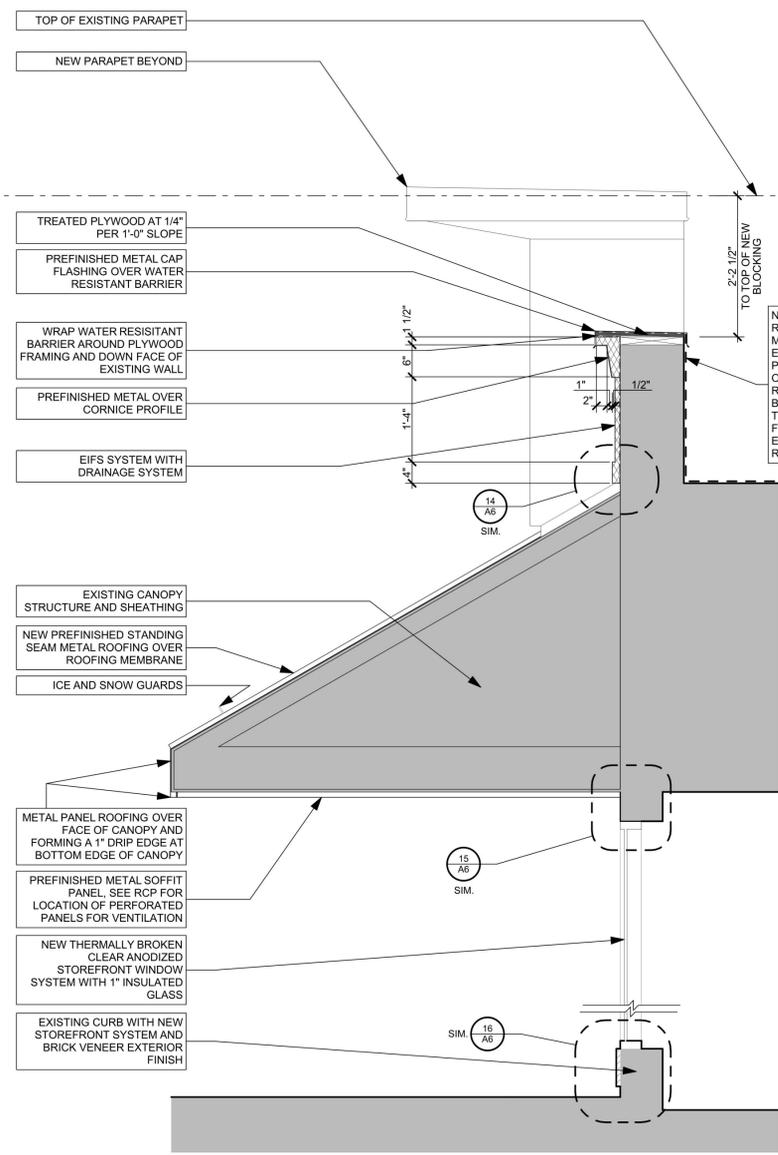
- M4 CAP FLASHING: FIRESTONE MEDIUM BRONZE
- B1 BRICK VENEER: HEBRON BRICK COMPANY, BROWN TUMBLED
- M4 CANOPY: FIRESTONE MEDIUM BRONZE STANDING SEAM, UC-4 SEAMS AT 18" OC, STRIATED PROFILE WITH SMOOTH FINISH
- M3 SOFFIT PANEL: FIRESTONE ALMOND, UC-600 12" WIDE, SOLID AND PERFORATED PANELS SEE RCP FOR LOCATION OF PERFORATED PANELS
- E2 EIFS: DARK COLOR TBD
- E3 EIFS: LIGHT COLOR TBD
- W2 WINDOWS: CLEAR ANODIZED THERMALLY BROKEN ALUMINUM FRAMES
- P1 PAINT EXPOSED WALL BELOW BRICK VENEER BLACK
- P2 PAINT WEST AND NORTH ELEVATIONS, COLOR TBD



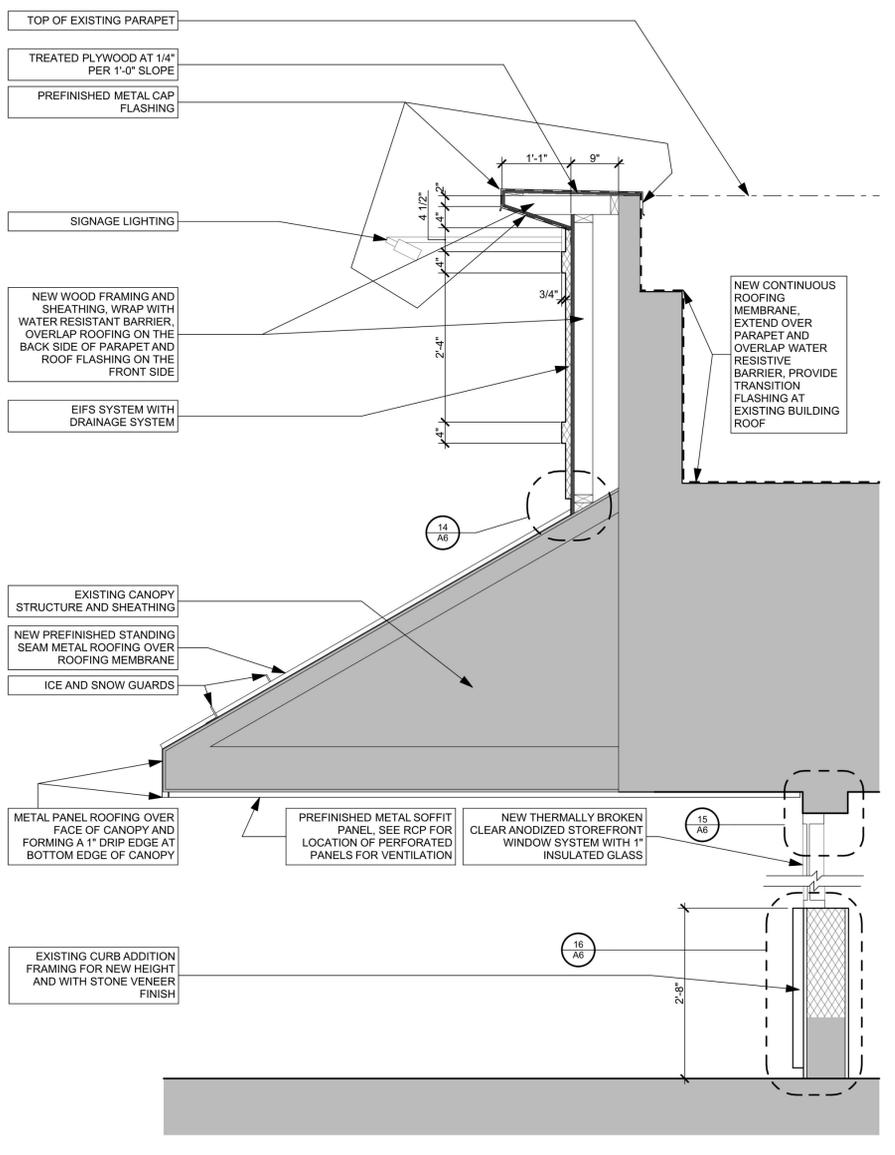
1 SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



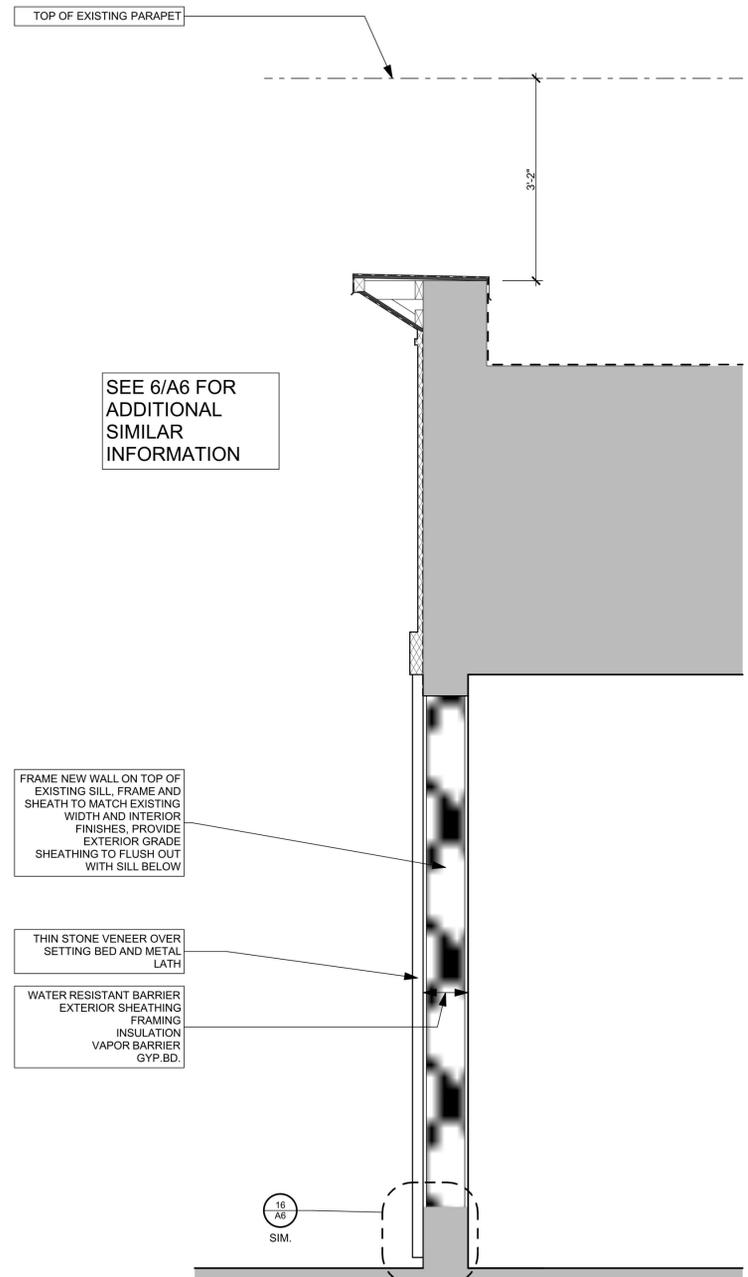
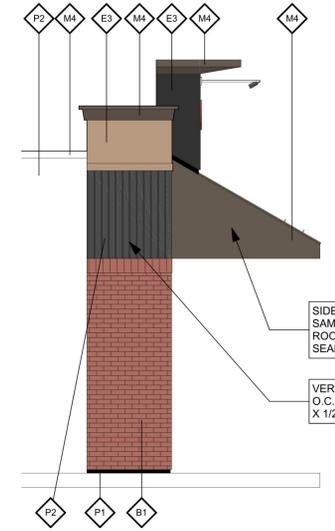
14 WALL SECTION AT CENTER DRUG
SCALE: 3/4" = 1'-0"



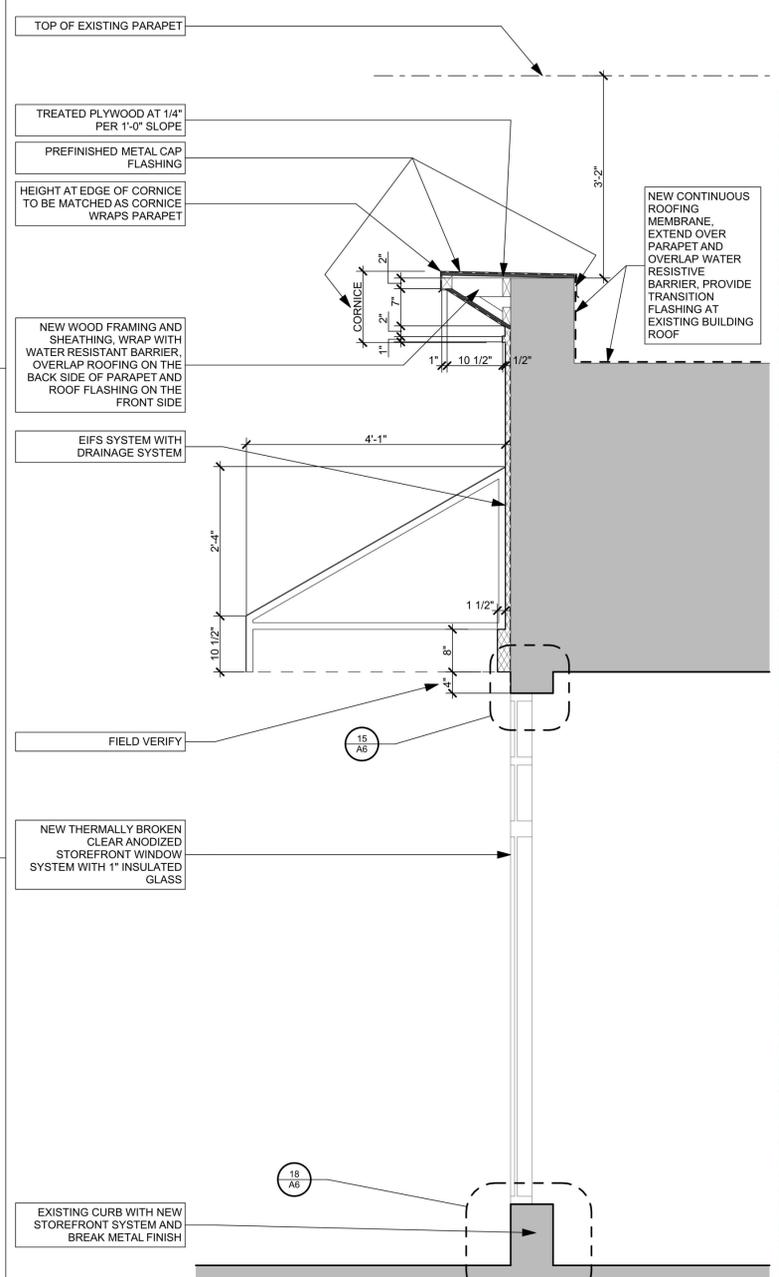
6 WALL SECTION AT CENTER DRUG
SCALE: 3/4" = 1'-0"



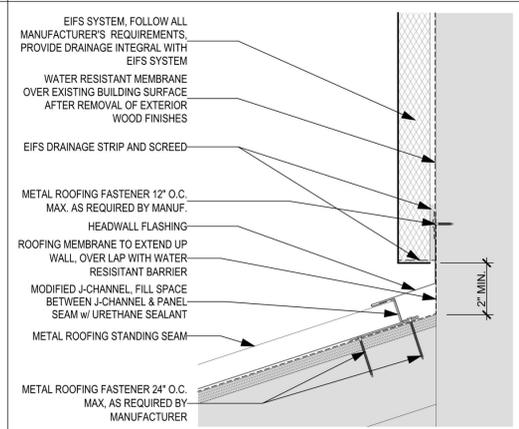
2 WALL SECTION AT CARPET ONE
SCALE: 3/4" = 1'-0"



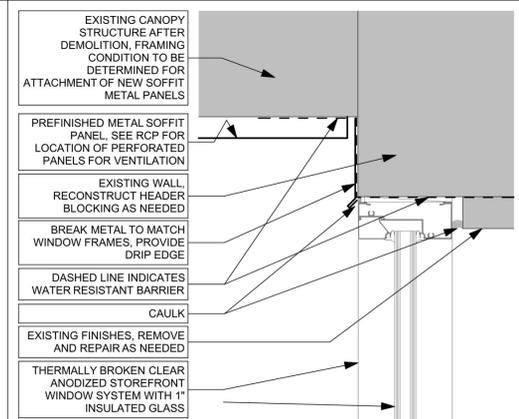
2 WALL SECTION
 SCALE: 3/4" = 1'-0"



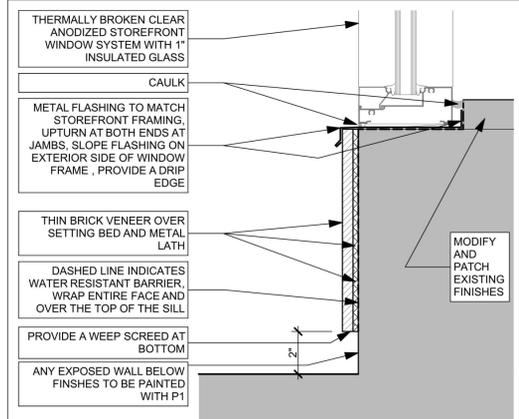
6 WALL SECTION
 SCALE: 3/4" = 1'-0"



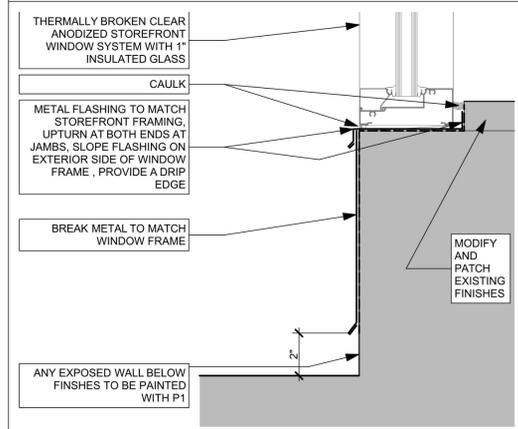
14 ROOF / FASCIA DETAIL
 SCALE: 3" = 1'-0"



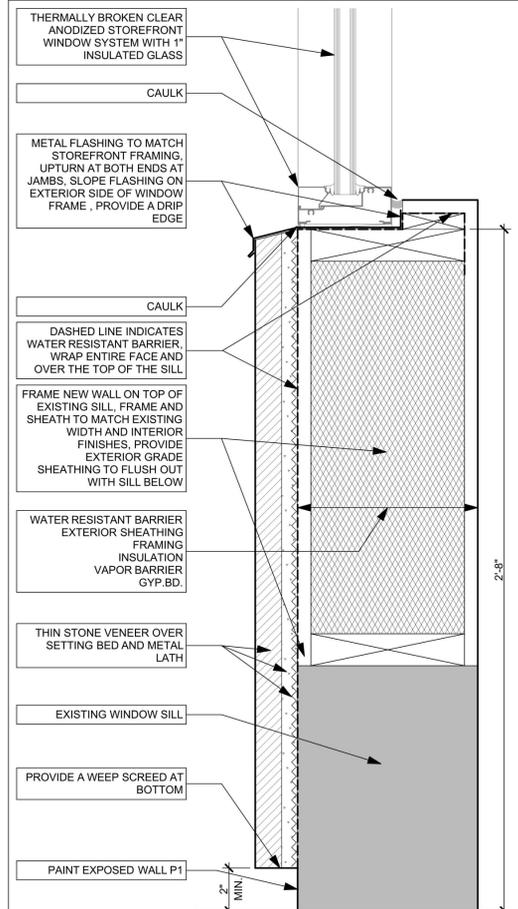
15 WINDOW HEAD DETAIL
 SCALE: 3" = 1'-0"



16 WINDOW SILL DETAIL
 SCALE: 3" = 1'-0"



18 SILL WITH METAL FACE
 SCALE: 3" = 1'-0"



19 WALL SECTION
 SCALE: 3" = 1'-0"