



City of Blaine

City Council Workshop

April 21, 2025 | 5:30 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

AGENDA

NOTICE OF WORKSHOP MEETING

In accordance with the provisions of Section 3.01 of the Blaine City Charter, a Council Workshop meeting is scheduled for the following purpose:

- 1. Call to Order**
- 2. Roll Call**
- 3. New Business**
 - 3.1.** 2025-86 Temporary Signs Discussion II
Sponsors: Sheila Sellman, Assistant Community Development Director
 - 3.2.** 2025-87 Home Occupation Discussion IV
Sponsors: Sheila Sellman, Assistant Community Development Director
 - 3.3.** 2025-88 Lift Station 13 Project Update and Costs
Sponsors: Nick Fleischhacker, Public Works Director
- 4. Other Business**
- 5. Adjournment**



City of Blaine Staff Report

File Number: 2025-86

Agenda Date	Status
April 21, 2025	
In Control	File Type
City Council	Workshop Item

New Business - Sheila Sellman, Assistant Community Development Director

Agenda Item # 3.1

Temporary Signs Discussion II

Background

Temporary sign code violations are increasing and staff is seeking feedback on current requirements. Historically, staff would periodically discuss this topic with council to understand the level of enforcement and general philosophy. This is a continuation of the previous workshop discussions in 2024. At the October 14 workshop, there was some council consensus on the following:

- Updating prohibited signage and definitions.
- Adding more restrictions to the amount and type of temporary signage allowed with a temporary sign permit.
- Proactively issuing sign violation letters and sending fines when necessary (not waiting for complaints to come in; if staff observes a violation, it will be addressed).

Prohibited signage to consider

- Inflatables
- Pennants and Stringers

Number and timeline to consider for temporary signs

- Four weeks per calendar year (two week periods) - currently 8 weeks per year
- Two banners, 2 feather, five H-frame - currently no limit

Consider adding Special Event Temporary signage (not distinguished in ordinance now)

- Allow for a two-week period - will be deducted from the normal 4-week allowance.

- Can not have this permit in conjunction with a regular temp sign permit.
- One special event temp sign permit per calendar year, per parcel.

Consider removing existing language for temp signage without a permit

- One 32-square-foot banner or one feather flag allowed without a permit, no timeline, can remain on property indefinitely.

The attached PowerPoint will be reviewed at workshop and used as part of the discussion. The PowerPoint gives some real examples of signage within the City. Also attached is a synopsis of what other cities do, which tend to be more restrictive than Blaine, and a summary table of the proposed changes.

Staff Recommendation

Provide feedback and direction on council questions.

Questions for Council

1. Do you want to require a sign permit for all signage?
2. Do you agree with the proposed changes?
3. Do you want sign violations to be proactively enforced by staff?

Attachment List

1. Temporary Sign Permit Table
2. Temporary Sign Research
3. Previous Presentation

Temporary Signs Cheat Sheet

There are two proposed sign permits that allow for specific numbers/types of signs, and restrict the current 8 week allowance to 4 weeks maximum:

1. Temporary Sign Permit

A temporary sign permit is \$50 per two week period, for a maximum of 4 weeks per calendar year.

Type of Temporary Sign	Number Allowed	Maximum Size (per sign)
Banner	2	32 square feet
Feather sign	2	3.5 feet wide, 18-feet in height
H-frame, A-frame, or other freestanding signage	5	6 square feet

2. Special Event Temporary Sign Permit

This permit is intended to allow businesses to promote a special event or promotional activity. This permit is only allowed for a maximum of 2 weeks. This two weeks will count towards the maximum 4-week limitation. The permit fee is \$50 per two week period.

Type of Temporary Sign	Number Allowed	Maximum Size (per sign)
Portable Sign	1	24 square feet
Banners	5	50 square feet
Feather Sign	5	3.5 feet wide, 18-feet in height
H-frame, A-frame, or other freestanding signage.	5	6 square feet

Note:

- All signs must be placed on the premises of the property on which the event, product, service, or advertisement is located.
- All signs must meet a 10-foot setback from property lines.
- Banners must be placed on the wall of the building.
- Temporary sign limitations are per parcel, not per business. This means multi-tenant buildings are restricted to the maximum 4 week limitation and sign restrictions. The property owner determines which businesses get temporary signage.

Temporary sign permit data from past years:

Year	Number of temporary sign permits Issued	Average number of weeks requested per permit	Number of businesses that used the maximum 8 weeks of temporary signage	Number of permits that requested to put up 3 or less signs
2021	25	3	4	15
2022	27	4	7	25
2023	20	4	7	15
2024	15	4	4	13

Temporary sign standards

(Note these lists are not exhaustive, and only contain information pertinent to temporary signage for nonresidential properties).

Blaine

Prohibited Signs:

- Portable signs, unless approved in conjunction with an administrative permit. . .
- Roof signs, except for individual channel letters, up to three (3) feet in height, on single story flat roofed buildings without visible supports
- Projecting signs
- Signs with rotating or moving parts
- Signs placed on or affixed to vehicles and/or trailers. . .
- Banners, balloons, and stringers, unless approved in conjunction with an administrative permit. .

Permitted signs (No permit required)

- One (1) feather sign with a maximum width of 3.5 feet and a maximum height of 18 feet or a banner with a maximum area of thirty two (32) square feet is permitted without an administrative permit.

Temporary Signs:

- One permit per calendar year
- 8 weeks of signage total (may be split into two-week increments)
- New businesses get 10 weeks of temporary signage.

Window Signs (no permit required):

- No more than 25% of windows can be covered.

Maple Grove

Prohibited Signs:

- Roof signs
- Any sign which contains or consists of banners, pennants, ribbons, streamers, strings of lightbulbs, spinners or other similar devices, except as allowed through a temporary sign permit.

Temporary Signs:

- One permit per 12-month period
- Valid for 10 consecutive days and permit must be displayed during the entire period
- Portable signs and like devices are expressly prohibited

- Temporary sign permits can only be used for banners, pennants, searchlights, and similar devices.
- Devices such as banners and pennants shall not exceed 40 square feet

Window Signs (no permit required):

- No more than 25 percent of the total area of the window in which displayed. Lettering used in permanent window signage exceeding 3.5 inches in height shall be debited against the total number of items of signage permitted on that side of the building.

Woodbury

Prohibited Signs:

- Inflatable signs
- Motion signs
- Flying signs, such as blimps or kites, designed to be kept aloft by mechanical, wind, chemical, or hot air means (except allowed with a temporary sign permit).
- Portable signs
- Roof signs
- Pennants (except with a temporary sign permit).

Temporary Signage

Temporary Event Signs:

- One permit per calendar year
- No more than 20 days per year, with the exception that new businesses get an additional 5 days within 12 months of opening
- No more than any combination of four (4) of the following are allowed for each event:
 1. Banners not more than 80 square feet each
 2. Pennants not more than 200 lineal feet per string. Each string shall count as one sign.
 3. Flying signs (blimps) not more than 100 feet off the ground
 4. Air inflated devices on the ground and not attached to or on the building not exceeding 40 feet in height
 5. Search lights
 6. Other signs approved by the City

Banners:

- A permit shall be obtained prior to erecting a banner
- One banner per building or per tenant space in multitenant buildings with individual exterior entrances
- Total area of a banner shall not exceed 32 square feet, or five percent of the area of the wall to which it is attached with a maximum allowable area of 80 square feet.
- Banners may be erected up to six months per calendar year

Window Signs (no permit required):

- Limited to 30 percent of the total window area with a maximum area of 80 square feet per street frontage

Lakeville

Prohibited Signs:

- Dynamic display signs (except where expressly permitted by ordinance)
- Portable signs
- Roof signs
- Rotating signs
- Shimmering signs
- Signs painted, attached or in any other manner affixed to trees or similar natural surfaces, or attached to utility poles, utility boxes, bridges, towers, or similar public structures, or public fences.

Permitted signs (No permit required)

- In commercial and industrial districts, two (2) signs not to exceed twelve (12) square feet in area, erected up to a height of six (6) feet, and setback a minimum of five (5) feet from property lines shall be allowed for each access to a lot from a public street.
- Sandwich board signs are allowed in commercial zoning districts, provided that:
 1. Not more than one sign is allowed per principal building, except that one sign is allowed per tenant within a principal building having two (2) or more tenants each with an exclusive exterior entrance.
 2. The sign shall only be displayed when the business is open to the public
 3. The sign shall only be placed on the business property and shall not encroach into any principal building setback
 4. Sign must maintain a minimum 5-foot setback from the pedestrian walkway and be placed to not obstruct vehicular traffic.
 5. Sign must meet a 2-foot setback from the back of the curb of a public street or private drive aisle
 6. Sign shall conform to the following dimensions:
 - Height: 4-feet
 - Width: 3-feet

Temporary Signs:

- One permit per business
- No more than 60 days allotted per calendar year
- Maximum area of a temporary sign shall be fifty (50) square feet per sign face, except within the freeway corridor district where the maximum area of a temporary sign shall be one hundred (100) square feet per sign face.
- No more than one temporary sign shall be displayed upon a property at any one time.
- No temporary sign allowed for a lot upon which there is already a dynamic display sign.

Window Signs (no permit required): 25% coverage maximum.

Bloomington

Prohibited Signs:

- Roof signs
- Rotating signs
- Shimmering signs
- Vehicle signs
- Balloon signs
- Flashing signs
- Signs painted on , attached to, or maintained upon trees, shrubs, rocks, or other natural features.

Temporary Signs:

- Businesses are permitted to have freestanding signage of no more than 8-feet in height, and 64 square feet in area. The duration and number of signs are subject to the number of tenants per building:
- 1 tenant = 1 sign per street frontage. **60 days per calendar year.**
- 2-15 tenants = 2 freestanding signs per street frontage per site and 1 building sign per tenant. **90 days per calendar year, with no individual tenant exceeding 60 days per calendar year.**
- 16-29 tenants = 2 freestanding signs per street frontage per site and 1 building sign per tenant. **180 days per calendar year, with no individual tenant exceeding 60 days per calendar year.**
- 30 or more = 2 freestanding signs per street frontage per site and 1 building sign per tenant. **240 days per calendar year, with no individual tenant exceeding 60 days per calendar year.**
- Each freestanding sign shall meet a minimum of 15-foot setback from property lines along public streets, and 5-feet from the side or rear yard property lines.
- Off-site signage is not permitted

Permitted signs (no permit required):

- Balloons 24 inches or less in diameter

Window Signs (no permit required):

- Window signs are limited to a maximum coverage of 25%

Rosemount

Prohibited Signs:

- Rotating signs
- Portable signs except as allowed by this chapter
- Flashing signs
- Signs which advertise a business, activity, product or service not located exclusively on the premises are prohibited . . .
- Inflatable signs
- Roof signs
- Shimmering signs
-

Permitted signs (no permit required):

- Sidewalk signs in the DT (Downtown District) are allowed without a permit, subject to the following requirements:
 1. Signs shall be limited to two (2) feet in width and three and one-half (3.5) feet in height, including support members
 2. No sign shall have more than two (2) faces
 3. Signs shall not limit the normal pedestrian use of the sidewalk, and a minimum passable contiguous space of three (3) feet shall be maintained at all times.
 4. One sign is permitted for each building adjacent to the public right of way, unless multiple businesses within one building allow separate business signs to be spaced no closer than thirty (30) feet from another sidewalk sign
 5. A business or building with two (2) right of way frontages may display a sidewalk sign on either frontage
 6. All signs must be removed from the sidewalk at the end of each business day
 7. No sidewalk sign shall be lighted by attached external or individual internal lights

Temporary Signs:

- Each property may have only one (1) temporary sign permit at any given time. Permits for temporary signs may be issued a maximum of six (6) times per year for a maximum of fourteen (14) days per permit. Businesses only open to customers on an intermittent basis may assign the fourteen (14) day permit to the days they are actually open to customers. Permits for searchlight signs may be issued a maximum of three (3) times per year for a maximum of three (3) days per permit.
- Temporary signs are allowed in any Commercial, Business Park, Industrial, or Public and Institutional District except that portable changeable copy signs are prohibited in the DT (Downtown District).
- Temporary signs shall not exceed thirty-two (32) square feet in area of the maximum height of a permanent freestanding ground sign in the given district. Temporary signs shall be set back a minimum of ten (10) feet from any property line and shall not encroach upon any right of way, easement, or sight triangle. No temporary sign may be placed in such a way as to cover any door, window or fire escape and shall not interfere with circulation in any required parking, loading, maneuvering or pedestrian area.

Window Signs (permit required):

- Shall not exceed thirty percent (30%) of the window on which it is placed and is counted toward the overall fifteen percent (15%) maximum wall signage.

Definition of Sign

- ◆ *Sign: Any letters, words, symbols, poster, picture, device reading matter, or representation in the nature of a message, announcement, visual communication, or advertisement whether printed, painted, posted, affixed, constructed, or displayed for the purpose of information or communication. This definition includes sign structural supports, uprights, bracing and framework. The term sign shall specifically include architectural or graphic features which are intrinsically associated with a particular product, good, service, business, firm, corporation, or profession.*
- ◆ Images such as a paw print on a pet store or cow statue outside of a Chik-fil-A would be considered signage because it is associated with the nature of the business.





Changes made using feedback from the October 14, 2024 workshop

- Updating prohibited signage and definitions
- Adding more restrictions to the amount and type of temporary signage allowed with a temporary sign permit
- Proactively issuing sign violation letters and sending fines when necessary (not waiting for complaints to come in, if staff observes a violation, it will be addressed)

Prohibited Signs

- ◆ Consider adding these sign types to the list of prohibited signage:
 - ◆ Inflatables
 - ◆ Pennants and stringers



Example of pennants and stringers at a used car lot.



Current temporary sign permits:

◆ Temporary Sign Permit

- **\$50 per two week period**, for a maximum of **8 weeks per calendar year**
- These allocations are per parcel, so multi-tenant buildings with multiple businesses must distribute the weeks between tenants as the property owner sees fit.

Example:

This business wants to put up the maximum allowed signage to promote their new menu and interior improvements.

They requested:

4 banners

10 H-frame signs

10 feather flags

- ◆ Currently, there are no restrictions for the amount of temporary signs you can have on a property. Businesses just need to abide by the time restriction (8 weeks per calendar year).



H-frame signs

Feather Signs

What do you think of this amount of signage?

Proposed temporary sign permit:

- ◆ Temporary Sign Permit
 - **\$50 per two week period**, for a maximum of **4 weeks per calendar year**
 - These allocations are per parcel, so multi-tenant buildings with multiple businesses must distribute the weeks between tenants as the property owner sees fit.

Example:

This business wants to put up the maximum allowed signage to promote their new menu and interior improvements.

Type of Temporary Sign	Number Allowed	Maximum Size (per sign)
Banner	2	32 square feet
Feather sign	2	3.5 feet wide, 18-feet in height
H-frame, A-frame, or other freestanding signage	5	6 square feet



H-frame signs

Feather Signs

Do you believe this is an adequate amount of signage?
Do you think businesses should have more? Less?

Proposed Special Event Temporary Sign Permit

- ◆ This permit is intended to allow businesses to promote a special event or promotional activity. This permit is only allowed for a period of **2 weeks**, and this will be deducted from their **4-week allowance**.

Type of Temporary Sign	Number Allowed	Maximum Size (per sign)
Portable Sign	1	48 square feet
Banners	5	50 square feet
Feather Sign	5	3.5 feet wide, 18-feet in height
H-frame sign, A-frame sign, or other freestanding signage (including balloons)	5	6 square feet

- Can't have this permit in conjunction with a regular temporary sign permit.
- One special event temporary sign permit per calendar year, per PARCEL.

Current Temporary Sign Permit

A car wash applied for a temporary sign permit in 2024. Since we had no restrictions, they were permitted to put up all of the requested signage.

Car Wash Temporary Sign Permit request:

6 Feather Signs

28 H-Stands

2 A-frames

3 (24 x 36) freestanding upright

Signage was requested for 9 weeks



 = Feather sign

 = H-Stands

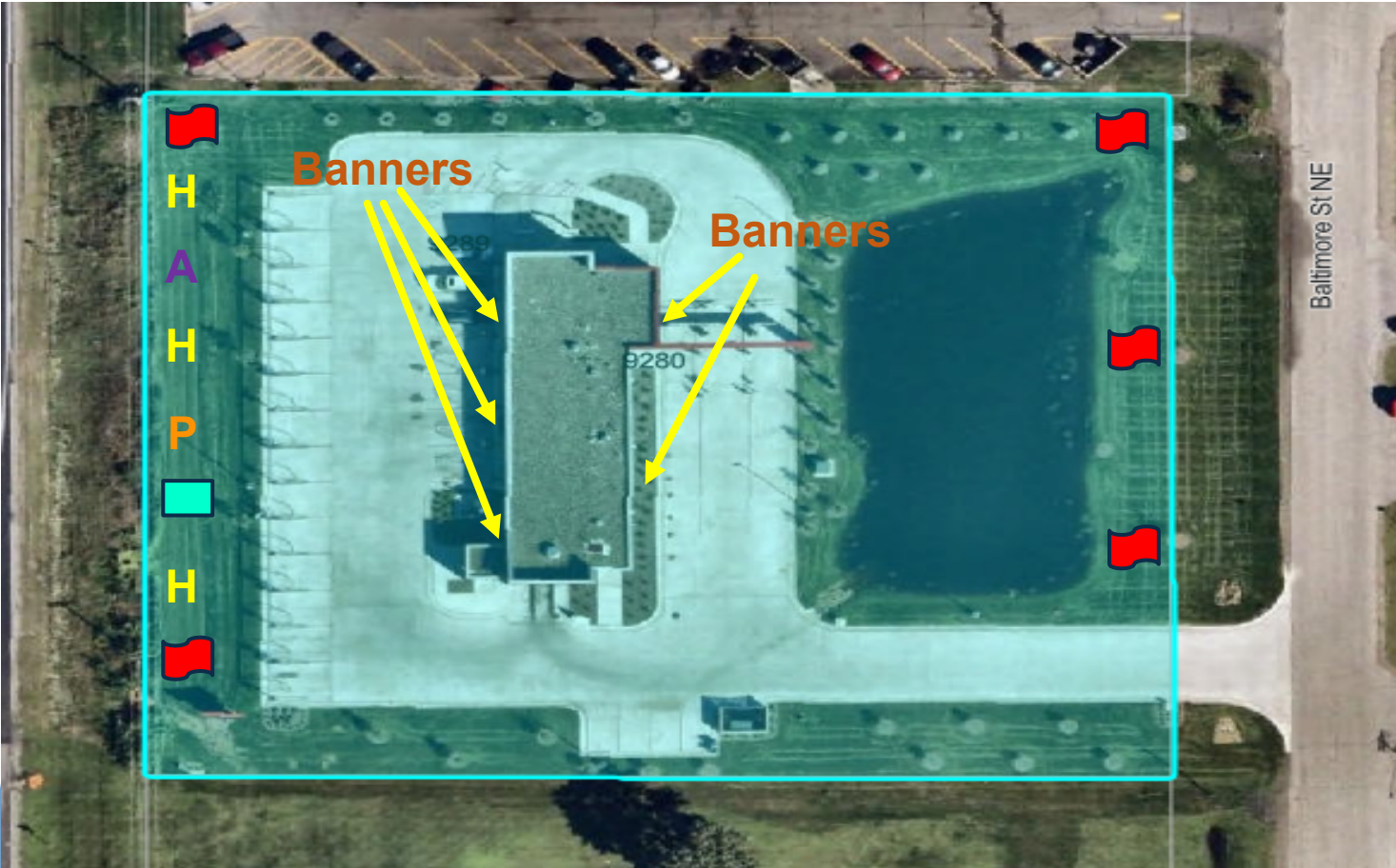
 = A-frames

 = 24 x 36 freestanding upright

Proposed Special Event Temporary Sign Permit

This is how much signage they would be allowed with the proposed Special Event sign permit.

Type of Temporary Sign	Number Allowed	Maximum Size (per sign)
Portable Sign	1	48 square feet
Banners	5	50 square feet
Feather Sign	5	3.5 feet wide, 18-feet in height
H-frame sign, A-frame sign, or other freestanding signage (including balloons)	5	6 square feet



 = Feather sign

 = H-Stands

 = A-frames

 = 24 x 36 freestanding upright

 = Portable Sign

This signage would only be allowed for 2 weeks, and would be deducted from their regular signage. This car wash would have 2 weeks of regular signage remaining.

Removing the allowed one (1) banner or one (1) feather flag without a permit

- Consider removing current language that permits either one (1) 32 square foot banner or one (1) feather flag without needing a permit.
 - This signage can remain on a property indefinitely

Issues:

- There is no way to track how long a feather flag or banner has been on a property if there has been no permit issued.
- Allowing temporary signage year-round can impact the look of the city.
- The allowance is per PARCEL, not business. This means multi-tenant properties will only be allowed one feather or banner on the premises. Makes it more difficult for the businesses.
- Note: other cities don't allow temporary signage to be placed on a property indefinitely.

Do you want a permit for ALL temporary signage?





Examples of Sign Violations in the City of Blaine

Things to think about:

How do you feel about the following examples?

Is this how you want the City of Blaine to look?

Proactive enforcement examples.

Proactive Enforcement using proposed changes

Location:
12751 Central Ave

Banners need to be
affixed to a wall.



Current temporary sign standards would allow all of this signage with a temporary sign permit.

Signs located within the right-of-way are removed by code enforcement.

Violation(s):

- 3 flag signs (only two permitted)
- Freestanding banner (not allowed, must be affixed to a wall)
- Multiple banners (limit 2)
- Signs affixed to stacked tires (exceeds temp. sign limits)

Enforcement Steps:

1. Take pictures
2. Send a letter with a 7 day deadline
3. If no response, send a second letter
4. Issuance of fines

Window Signage Examples



Do you want this enforced?

Violation:
Window signage exceeds the 25% limitation. This amount is prohibited, and a temporary sign permit cannot be issued for more window signage.



Crime Prevention through Environmental Design guidelines:



Unobstructed doors and windows maximize visibility of people and parking areas for natural surveillance



Do not cover the entrance windows with posters, announcements or other signage that obstructs visibility



Allow window signs to cover no more than 15% of window



Window coverings that are semi-transparent are preferred over solid coverings

Things to consider when proactively enforcing signs



- ◆ Some of these businesses have had signs that violate the ordinance for years, but since we are a complaint-based city, there has been no proactive enforcement.
 - ◆ This will lead to angry business owners that will likely be reaching out to council, so please be prepared for this, and direct them to staff if they have questions.

Questions for Council



- ◆ Do you want to require a permit for ALL signage?
 - ◆ Do you agree with the proposed changes presented?

- ◆ Do you want signage violations to be proactively enforced by staff?



Extra Informational Slides

Current Requirements:



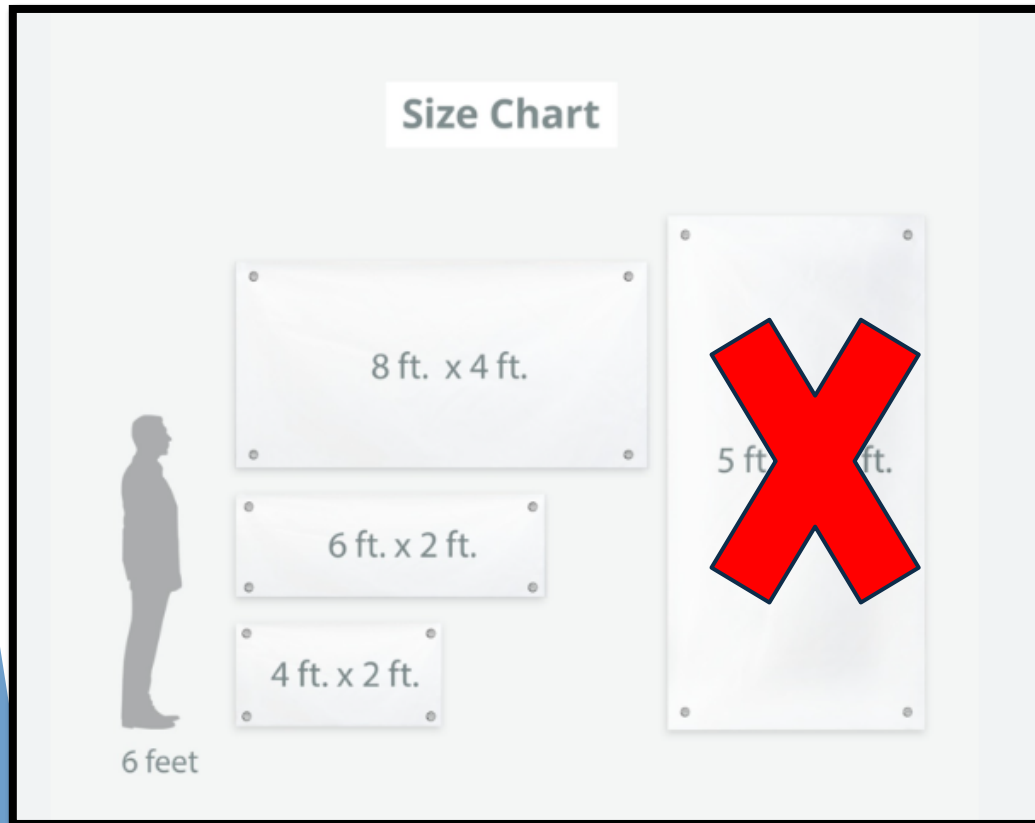
- ◆ One (1) feather sign with a maximum width of 3.5 feet and a maximum height of 18 feet or a banner with a maximum area of thirty two (32) square feet is permitted without a permit. **(no time limit)**
- ◆ All signs shall meet a 10-foot setback from property lines.
- ◆ No signs are permitted within the R-O-W
- ◆ Temporary sign permits are allowed for any extra signage, provided it does not exceed a total period of 8-weeks per calendar year. New businesses get an additional two weeks (10 weeks total).
 - ◆ **There is no limit on how much temporary signage you can have, only the time restriction with a permit.**
- ◆ Window signage is limited to a maximum 25% coverage. Solid colored window coverings are not considered signage.

Size examples – NO permit required

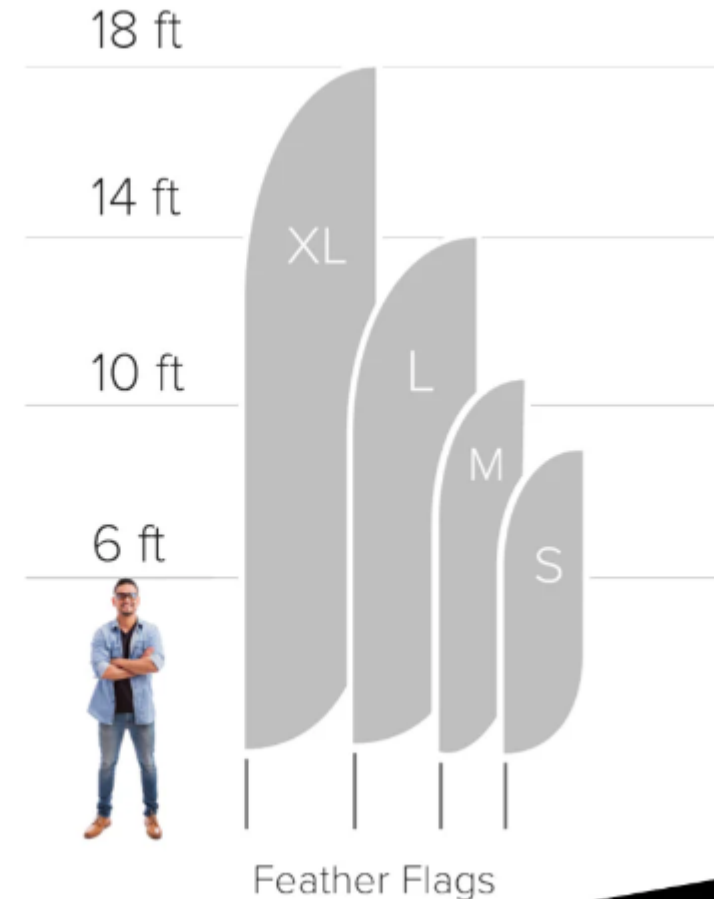
One (1) 32 square-foot banner, which must be attached to the wall of a building.

OR

One (1) feather sign that is no greater than 3.5 feet wide and 18 feet tall



SIZE CHART



What types of signage is allowed with a temporary sign permit?

- ◆ Banners
- ◆ Balloons and stringers
- ◆ Portable signs
- ◆ Search lights
- ◆ Feather signs
- ◆ Freestanding signs, including:
 - ◆ Sandwich boards
 - ◆ H-signs
 - ◆ A-frame signs

*All signage must meet the 10-foot setback from property lines and CANNOT be located in the Right-of-Way.



Example of a portable sign



Sandwich board sign



H-frame sign

Prohibited Signs

You cannot get a temporary sign permit to have this signage – it is simply not allowed.

- ◆ Signs attached to trailers, trucks, trees, fences, or other objects
- ◆ Signs with rotating or moving parts (for example, dancing inflatable tubes)
- ◆ Roof signs
- ◆ Window signage that is above the allowed 25%
- ◆ Signs in the Right-of-Way
- ◆ Signs closer than 10-feet to property lines
- ◆ Off-site signage





City of Blaine Staff Report

File Number: 2025-87

Agenda Date	Status
April 21, 2025	
In Control	File Type
City Council	Workshop Item

New Business - Sheila Sellman, Assistant Community Development Director

Agenda Item # 3.2

Home Occupation Discussion IV

Background

In previous workshops, the council discussed different home occupation scenarios to determine what should be allowed and prohibited and possibly create different standards in the Farm Residential (FR) zoning district. At these meetings there was general council consensus on the following:

1. To allow a home occupation in an accessory building with limitations.
2. To continue to allow vehicles parked in the driveway up to 12,000 GVW.
3. Prohibit food trucks or trailers parking in driveways, regardless of size (food truck storage is now part of the licensing section of the code, and not in zoning, and is only allowed in FR on 5 acres or more)
4. To allow a gunsmithing type of business in all residential zones.
5. To allow equipment rental, with some possible parameters.
6. No outdoor storage of equipment, except for FR zoning districts.
7. Light manufacturing allowed.

Council discussed adding a list of prohibited uses for all districts and interim uses in FR for properties greater than or equal to three acres. Interim uses are like conditional uses. They are processed the same and subject to findings but have an expiration date. Once expired, they will need to apply for a new Interim Use Permit (IUP).

The following applies to IUPs:

The Council shall consider the following findings where applicable.

- (1) The proposed use will not impose additional costs on the public if it is necessary for the public to take the property in the future;
 - (2) The proposed use will not create an excessive burden on parks, streets, and other public facilities;
- and

(3) The proposed use will not be injurious to the surrounding neighborhood or otherwise harm the public health, safety, and general welfare.

(b) Interim use permits shall terminate upon the specified termination date or whenever the use is discontinued for more than one (1) year. The City Council may impose conditions requiring termination prior to the termination date, including but not limited to the platting of neighboring property.

(c) Additional conditions. In permitting a new interim use or the alteration of an existing interim use, the City Council may impose, in addition to these standards and requirements expressly specified by this ordinance, additional conditions which the City Council considers necessary to protect the best interest of the surrounding area or community as a whole. These conditions may include, but are not limited to, the following:

(1) All conditions listed in 27.04(c);

(2) Termination date;

(3) Conditions requiring termination prior to the termination date.

Prohibited uses in all zoning districts:

1. Auto repair/body shop
2. Auto Sales

Interim uses in FR for properties greater than or equal to 3 acres in size and prohibited in all other districts:

1. Heavy equipment rental that includes, but is not limited to, skidloaders, excavators, trailers or lifts, when stored within an accessory structure.
2. Landscaping and lawn maintenance.
3. Small engine repair, excluding passenger vehicles.

Attached is an ordinance amendment that reflects the 2024 workshop discussions. In addition, there is an exhibit showing acreage parcels in all zoning districts and showing FR parcels that are 3 acres or more.

Staff Recommendation

Provide feedback and recommendations on the proposed ordinance amendment.

Questions for Council

1. Do you agree with the proposed ordinance amendments?

Attachment List

1. Home Occupation Draft Ordinance 2025

2. Exhibit

33.10 Home occupations.

- (a) *Intent.* In order to provide peace, quiet, and domestic tranquility within all residential neighborhoods, within the City, and in order to guarantee to all residents freedom from excessive noise, excessive traffic, nuisance, fire hazard and other possible effects of commercial uses being conducted in residential areas.
- (b) *Definitions.*
 - (1) A *home occupation* is defined as any business, occupation, profession, or commercial activity that is conducted or petitioned to be conducted from property that is zoned for residential use. Home occupations must be conducted by a resident of the property. General farming and gardening activities are not considered home occupations and are not regulated by this ordinance. (Ord. No. 87-1007, amended 2-19-1987)
 - (2) ~~A home occupation conditional use permit is a permit authorized by the City Council only after a public hearing by the Planning Commission. (Ord. No. 87-1007, amended 2-19-1987)~~
- (c) All home occupations shall comply with the following standards, unless specifically permitted through an IUP; which conform to the following standards may be conducted without a conditional use under this ordinance:-(Ord. No. 87-1007, amended 2-19-1987)
 - (1) All activities associated with a home occupation shall be conducted between the hours of 7AM and 10PM.
 - (1) ~~Permitted home occupations shall not be conducted in any building on the premises other than the building which is used by the occupant as the private dwelling and, furthermore, that not more than one (1) room may be used for such purposes.~~ (Ord. No. 87-1007, amended 2-19-1987)
 - (2) Home occupation may have one (1) wall sign per dwelling which may not exceed 2.5 square feet. (Ord. No. 87-1007, amended 2-19-1987)
 - (3) There shall be no exterior, ~~garage or accessory building~~ storage of any materials related to the business including business equipment, merchandise, inventory or heavy equipment, including materials located on trailers. One fully enclosed trailer associated with the home occupation is permitted. Motor vehicles used in the home occupation must be stored inside. (Ord. No. 87-1007, amended 2-19-1987)
 - (4) The area set aside for home occupations shall not exceed twenty percent (20%) of the total floor area of such residence. (Ord. No. 87-1007, amended 2-19-1987)
 - (5) In all residential districts other than Farm Residential (FR), the area set aside for home occupations if in an accessory structure is limited to 300 square-feet while maintaining the minimum garage space required in the zoning district. In the Farm Residential (FR) district, the area set aside for home occupations if in an accessory structure is limited to 800 square-feet while maintaining the minimum garage space required in the zoning district.
 - (56) Permitted home occupations may ~~shall not~~ include the employment of any one (1) persons not residing on the premises in the performance of the occupation. (Ord. No. 87-1007, amended 2-19-1987)
 - (67) The use of mechanical equipment other than is usual for purely domestic or hobby purposes is prohibited. (Ord. No. 87-1007, amended 2-19-1987)
 - (78) ~~Off-street loading and off-street parking requirements of Sections 33.14~~ 33.13 ~~and 33.15~~ must be provided. (Ord. No. 87-1007, amended 2-19-1987)
 - (89) Merchandise shall not be regularly or openly displayed or offered for sale within the residence. (Ord. No. 87-1007, amended 2-19-1987)

-
- (910) The operation of any wholesale or retail business is not permitted, unless it is conducted entirely by mail or by occasional home invitation. (Ord. No. 87-1007, amended 2-19-1987)
- (1011) Any home occupation or activity which produces noise or obnoxious odors, vibrations, glare, fumes, fire hazard, or electric interference detectable to normal sensory perception beyond the property line is prohibited. (Ord. No. 87-1007, amended 2-19-1987)
- (112) ~~Trucks~~ Vehicles above 12,000 GVW shall not be stored, operated, or maintained in residential districts excluding Farm Residential (FR) districts. In Farm Residential (FR) districts, one (1) vehicle greater than 12,000 GVW is permitted. (Ord. No. 87-1007, amended 2-19-1987)
- (13) Mobile food trucks, as defined in 22-721 of the Code of Ordinances and vending trucks as defined in 22-621 of the Code of Ordinances shall not be stored in any residential district.
- (124) A home occupation must normally involve fewer than four (4) customers entering daily. (Ord. No. 87-1007, amended 2-19-1987)
- (135) Home occupation is served by delivery trucks no larger than 205,000 GVW.
- (d) Prohibited Uses in all zoning districts:
1. Auto repair/ body shop
 2. Auto sales
- (e) Interim Uses in Farm Residential (FR) Districts for properties greater than or equal to 3 acres in size and prohibited in all other districts:
1. Blacksmithing, welding, or similar use that may create noise, odors, or vibration.
 2. Equipment Rental of heavy equipment that includes but is not limited to; skidloaders, excavators, trailers or lifts. Equipment shall be stored in a fully enclosed accessory structure. (Alternative: Equipment shall not be observed from the right of way or neighboring properties).
 3. Landscaping and Lawn Maintenance
 4. Small Engine Repair
- (f) Interim use permits shall be considered under Section 27.05 with a termination date determined by Council.
- (d) ~~Conditional Use Permits:~~
- ~~(1) All home occupations which do not conform to the standards contained in Section 33.11(c) shall only be conducted with a home occupation conditional use permit. Conditional Use Permit applications shall be made and considered in accordance with 27.04 of this code.~~
 - ~~(2) Conditional use permits, once granted, may be revoked by the City Council for cause after hearing before the City Council. Complaints seeking the revocation of such permit shall be filed with the Director of Community Development and may be initiated by the Planning Commission or any three (3) residents of the block (both sides where the home occupation is being conducted). All such revocation hearings shall be conducted in accordance with Section 27.07 of this ordinance. Publication and notice requirements shall be the same as for home occupation conditional use permit application hearings.~~

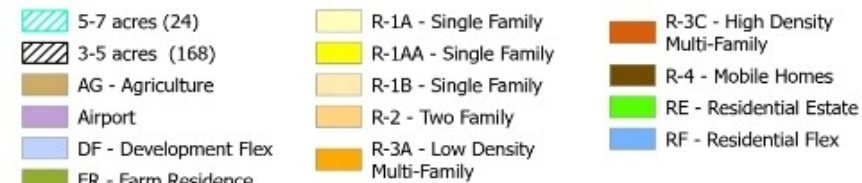
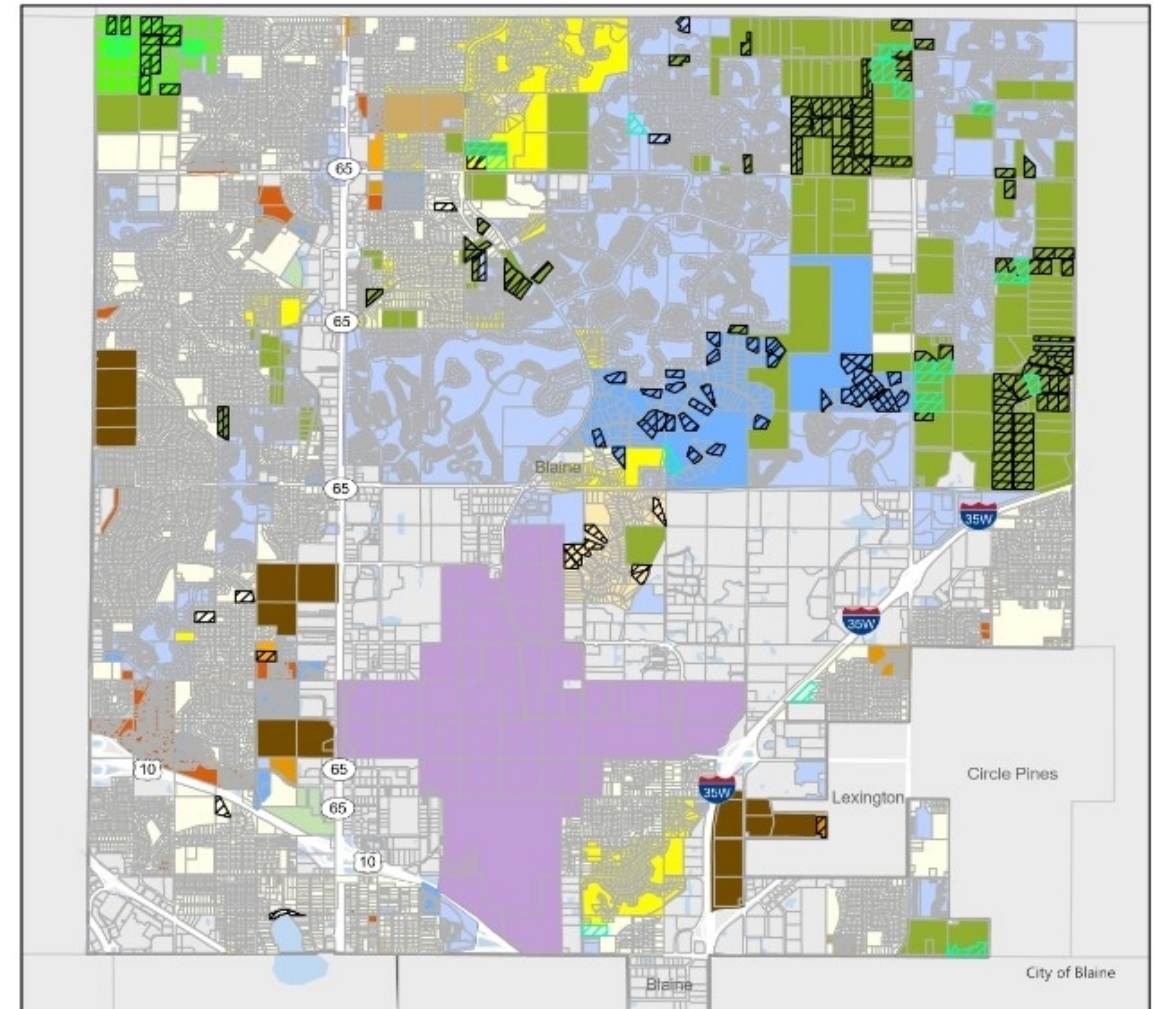
Parcel Acreage

5-7 acre properties (blue hatchmarks)

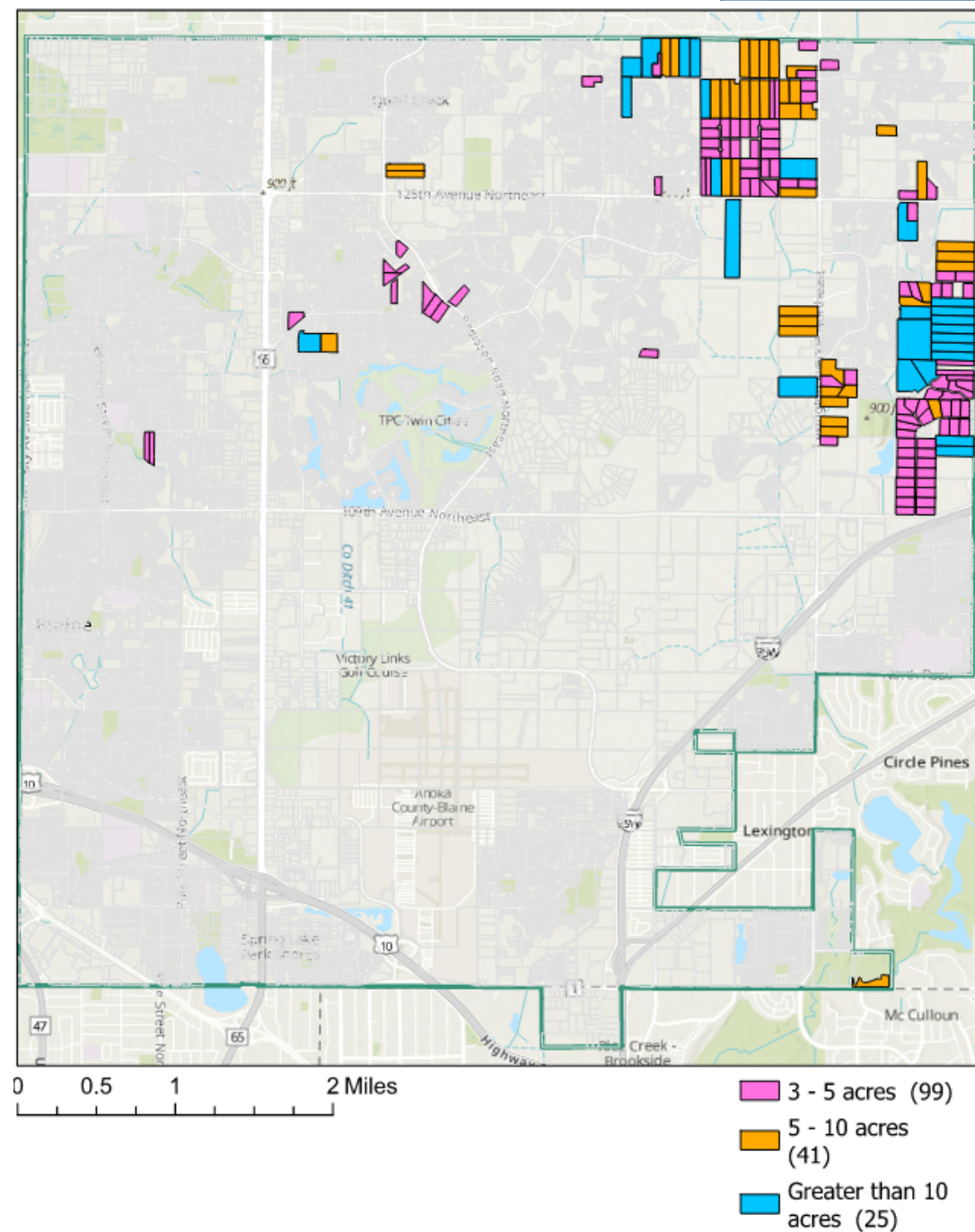
- 16 Farm Residential (FR)
- 3 Residential Estate (RE)
- 2 Single Family (R-1)
- 1 Development Flex (DF)
- 1 Residential Flex (RF)
- 1 Single Family (R-1AA)

3-5 acre properties (black hatchmarks)

- 99 Farm Residential (FR)
- 37 Residential Flex (RF)
- 12 Residential Estate (RE)
- 8 Single Family (R-1B)
- 5 Single Family (R-1)
- 4 Development Flex (DF)
- 3 Single Family (R-1AA)



There are 165 FR properties that are 3 acres or more





City of Blaine

Staff Report

File Number: 2025-88

Agenda Date	Status
April 21, 2025	
In Control	File Type
City Council	Workshop Item

New Business - Nick Fleischhacker, Public Works Director

Agenda Item # 3.3

Lift Station 13 Project Update and Costs

Background

This is a complex, multi-year project determined to be a top priority from a risk management perspective. It is such a critical part of our sanitary sewer system infrastructure that Council approved the allocation of \$3 million from ARPA funds towards the project. Initially, the project was estimated to be \$6 million. An initial contract was issued to an engineering firm to design the project. As more was learned during this phase, the scope of the project grew. In addition, some of the costs were impacted due to inflationary impacts during the time between initial estimates, final design, and bidding. (See list below for history of the project.)

When the construction project was bid, there were two bids received (\$5.2m and \$8.1m). Council awarded the contract to the low bidder at the February 3 meeting. With a 10% contingency added, the low bid resulted in a total that was over the current budget amounts of \$6,650,000 (\$650,000 reserves, \$3m ARPA, \$3m revenue bonds.) When the February 3 item was prepared, the previous year's project revenue expenses were inadvertently missed and therefore, it appeared that the construction item was within budget. Council awarded the contract.

The February 19 agenda item was the final piece for the project, a \$348,974 contract for construction services. This is an important critical function in a large, complex capital improvement project. In preparing the item, it was discovered that the previous year's revenue and expenditure information had been missed in the February 3 item, resulting in the project being over budget. The award of the contract for the construction services would result in an additional expenditure for the project, and accurate information was reported in that item.

When this was discovered, staff were instructed to look at other projects that could be delayed or changed in order to provide funding for the additional costs on Lift Station #13. Staff are prepared to make accommodations to allow this project to continue, as it continues to be the highest priority for the sanitary sewer system. The construction contingency amount is approximately \$547,000, which

represents over 1/3 of the projected overage. If contingency funds in that amount are not needed, it will reduce the impact of the need to move other projects.

Finance staff had previously identified the need for a project accounting process to make it much easier, clear, and transparent to track capital project financials. This process will greatly increase the ability for all staff involved in a project to track the budgeted amounts, contract awards, and expenditures. The LS #13 project is a vital infrastructure initiative to modernize the city's aging sewer system, ensuring long-term reliability and sustainability. Originally initiated in response to multiple sewer system failures, the project has expanded from a rehabilitation project to a reconstruction project to address critical components of the sewer infrastructure.

Project Phases:

- **Phase 1 (June 2024):**
 - Convert forcemain under Radisson Road to gravity line.
 - Phase 1 and 2 Design and Phase 1 construction services costs: \$911,000
 - Construction costs: \$1.2 million.
 -
- **Phase 2 (Fall 2025 - Summer 2026):**
 - Install a new C900 forcemain, abandon the old forcemain, and fully **reconstruct** the lift station.
 - Construction costs: \$5.5 million.
 - Construction inspection costs: \$349,000

Funding summary:

- **2021 funding:** \$650,000 from Sewer reserves included in the 2021-2025 and 2023-2027 Capital Improvement Programs.
- **2023 funding:** \$6,000,000 split between \$3,000,000 from the American Rescue Plan Act (ARPA) and \$3,000,000 from series 2023A bonds.

Budget and Timeline:

- The project exceeds the initial budget and extends into 2026.
- Additional funding will be requested in the 2026-2030 CIP, staff is adjusting the 2026 and 2027 projects for lift station #4 and lift station #12 in those proposed project years to account for the \$1.4 million dollar short fall.

Sanitary Sewer Fund		Budget
Lift Station #13 Project Budget Appropriations (2021 and 2023)		\$6,675,000.00
Expenses to Date		(\$2,186,957.33)
Minger Construction Contract		(\$5,472,490.38)

Bolton & Menk Construction Services Contract (proposed)	(\$348,974.00)
Budget under/(over)	(\$1,333,421.71)

Staff Recommendation

Approve construction services contract on regular meeting agenda. Direct staff to adjust other projects to account for funding needed for this project.

Questions for Council

Attachment List

None