

PRELIMINARY PLAT APPLICATION  
*Major Subdivision*

Return to:  
Department of Community Development  
City of Shoreview  
4600 Victoria Street North  
Shoreview, MN 55126  
(651) 490-4680

**Existing Zoning:** \_\_\_\_\_

**Number of lots proposed:** \_\_\_\_\_

**Site Identification:**

Address: \_\_\_\_\_

Property Identification Number: \_\_\_\_\_

Legal Description: \_\_\_\_\_

**Applicant:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
City State Zip Code

Telephone Number: \_\_\_\_\_ (daytime) \_\_\_\_\_ (home)

Fax Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Property Owner (if different from applicant):**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
City State Zip Code

**Signatures:**

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

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Date Received by City: \_\_\_\_\_ By Whom: \_\_\_\_\_

## FILING REQUIREMENTS

### THE FOLLOWING ITEMS MUST BE SUBMITTED:

1. Completed application form.
2. A currently certified Abstract of Title or an Owner's Duplicate Certificate of Title and copies of all unrecorded documents necessary to establish a legal or equitable interest by the applicant in the property to be subdivided.
3. **One** 8 1/2"x11" and one 11" by 17" half-scale reproducible print shall be submitted for each required sketch, drawing, or plan. **Two** 24"x36" copies of each plan sheet for staff review. (IF REQUIRED BY STAFF)  
**Digital Copies** of plans can be submitted at: <http://www.shoreivewmn.gov/pc/application>
  - All plans should include: a preliminary plat plan, a utility plan, a grading and erosion control plan and a map of existing conditions. Refer to Attachment A for the information that must be provided with these plans and refer to Attachment B for a listing of the basic lot and street dimension requirements
4. A completed application(s) for all other approvals necessary for the proposed development (e.g. Comprehensive Plan Amendment, Planned Unit Development, Rezoning, Variance, etc.).
5. A written summary of the proposal to include the number of lots or units, the proposed use for each parcel, and need for the development.
6. Statement of Outstanding Assessments. Payment in full may be required as a condition of approval.
7. Filing fee of \$600.00 plus \$25.00 per lot. (Make checks payable to the City of Shoreview).  
**The filing fee is non-refundable.**

## REVIEW PROCEDURE

1. The developer must present a sketch of the proposed plat to the City Planner who shall review the sketch at a pre-application conference. If the proposal involves a major policy issue(s), the City Planner may elect to forward the sketch plan to the Planning Commission for review and comment prior to permitting the applicant to proceed with a major subdivision application.
2. Upon receipt of a completed application and all associated applications, the City Planner will circulate the proposal to all interested agencies and City staff. The City Planner will also survey the adjoining property owners for their comments.
3. The City Engineer will prepare a recommendation for consideration by the Environmental Quality Commission (EQC). Following EQC recommendation for approval, conditional approval or denial, the City Planner will publish a public hearing notice for the next available Planning Commission meeting.
4. Following the EQC's consideration and the agency review period, the City Planner shall schedule a public hearing before the Planning Commission.
  - A. Public Hearing. Applications that require review via a public hearing shall be processed after receipt of a complete application that contains all the required submittal information. The City Manager shall refer the application to the Planning Commission and establish a date for hearing of the application. The application shall be heard and acted on by the Planning Commission and City Council in accordance with Minnesota Statute 15.99.
    - i. Planning Commission. The Planning Commission shall hold a public hearing, preceded by published and/or mailed notice as required by the terms of Section 203. Upon review of the application in accordance with the requirements of the Development Ordinance, the Planning Commission will forward the application to the City Council with a recommendation of approval or denial and the reasons thereof, or shall table the application for further consideration.
    - ii. City Council. The City Council may hold a public hearing in lieu of a public hearing by the Planning Commission. Upon receipt of the Planning Commission report, the City Council shall consider the application. The City Council shall, taking into consideration the advice and recommendations of the Planning Commission, table, grant or deny the application in accordance with the requirements of the Development Ordinance.

## REVIEW PROCEDURE continued

- B. Notice and Hearing Procedure. Public hearings shall be preceded by either published notice and/or mailed notice as required by the terms of Section 203.
- i. Publication. Notice of the purpose, time and place of a public hearing shall be published at least 10 days before the date of the hearing in the official newspaper of the City of Shoreview as designated by the City Council. Affidavits of publication shall be made a part of the record of the proceedings.
  - ii. Mailed Notice. Notice of the purpose, time and place of a public hearing shall be mailed at least 10 days before the date of the hearing to each recorded owner of property within 350 feet of the perimeter of the property, which will be the subject matter of the public hearing. An affidavit containing the names of the property owners and the addresses to which the notices were mailed shall be made a part of the record of the proceedings.
  - iii. Failure to Give Notice. Failure to give mailed notice, or defects in the notice shall not invalidate the proceedings provided a bona fide attempt has been made to comply with the mailed notice requirement.
- C. Issuance and Conditions. If approved, the City Council may impose conditions and safeguards therein to insure that the proposed use will not be detrimental to the health, safety or general welfare of the community and that the use is in harmony with the general purpose and intent of the Development Ordinance and the Comprehensive Plan. If denied, the City Council shall provide the reasons thereof.
- D. Decision. The City Council has the authority to grant or deny the request in accordance with the requirements of the Development Ordinance upon majority vote of its membership, unless otherwise stated in this ordinance. Requests for text amendments, zoning district map amendments, comprehensive guide plan amendments and planned unit development – concept stage require a 4/5 majority vote of the City Council’s entire membership for approval.

The approval of a preliminary plat by the City Council shall only constitute acceptance of the design as a basis for the preparation of the final plat by the owners or subdividers. Subsequent approval by appropriate officials having jurisdiction will be required of the proposals pertaining to water supplies, storm drainage, sewage disposal, sidewalks, grading, gradients and roadway widths and the surfacing of streets, prior to the approval of the final plat. The subdivider shall also present evidence that the plat has been reviewed by and meets the requirements of those responsible for the provision of gas, electric and telephone service.

## REVIEW PROCEDURE continued

5. If approved by the City Council, it is the applicant's responsibility to satisfy all conditions of approval or apply for any required off-site improvements within one year of the date of approval.

### NOTES

1. An application can not be accepted until each of the filing requirements listed above has been satisfied.
2. The purpose of requiring the data referenced in the filing requirements is to permit the City to thoroughly evaluate your proposal relative to City ordinances and policies. Refusal to provide the requested information may jeopardize approval of your request. Information submitted with this application will be made available to anyone who may request it.
3. The City of Shoreview recommends that you discuss your proposal with the adjoining property owners before you submit this application. In so doing, you may reduce the time required by the city to act on your proposal.
4. Please be advised that before any site grading or installation of any improvements will be authorized, the developer must obtain preliminary plat approval, submit executed Development and Erosion Control Agreements and have received approval from the City Engineer of final plans and specifications for all public improvements.
5. Filling or excavating a wetland may require a permit from the Minnesota Department of Natural Resources, the U.S. Corps of Engineers or the local watershed district. These permits are the responsibility of the developer. These agencies are notified when a preliminary plat application is submitted.
6. The Rice Creek and Grass Lake Watershed districts must approve all plats within their jurisdiction. Their approval is the applicant's responsibility.
7. The applicant and property owner shall be responsible for paying any out-of-pocket administrative, engineering, or legal expense incurred by the City to process this application or to enforce any conditions(s) of any resulting approval or permit.
8. As of August 1, 1992, the Ramsey County Surveyor will be billing subdividers for their time to inspect plats for the placement of survey monuments. All monuments are to be installed before final plat approval. The surveyor shall stipulate on the hard-shells that all required survey monuments have been installed.

## ATTACHMENT A

### *Information required for the submittal of a Major Subdivision Application*

The following information must be submitted with a major subdivision application, unless a waiver is approved by city staff. The information must be provided for the site to be subdivided and all property within 100 feet of the boundary of the subject property. All plan sheets shall be drawn using a standard engineering scale. The scale used shall be indicated on each plan sheet and be acceptable to City staff.

#### 1. Site Identification and Description Sheet

- A. Proposed name of the subdivision. This name shall not duplicate or be similar to the name of any other plat recorded in the County or a plat that has received preliminary approval.
- B. Legal description of the property included in the subdivision. The section, township and range shall be identified.
- C. Name, address and telephone number(s) of the persons who prepared the plan sheets, (e.g. engineer, land surveyor).
- D. North arrow.
- E. Date of preparation.
- F. Gross site acreage, by type or proposed land use.

#### 2. Existing Conditions

- A. Clear indication of the boundary of the site, including any proposed exceptions, with measured distances and angles, tied to the nearest quarter section. The dimensions of all boundary lines, square footage of all tracts and the owners of adjoining property shall be provided.
- B. The existing topography, with a contour interval of no more than two feet, except contours shall also not be farther apart than 100 feet. Lakes, rivers, creeks, marshes, rock outcrops and other significant features shall be shown. The 100-year flood elevation and the Ordinary High Water mark (OHW) shall be shown for water bodies where known.
- C. Existing street, alley and railroad right-of-way, utility, drainage easements; park or other public open space and City boundaries shall be identified.
- D. Designation of the boundary of any environmental overlay district. The acreage of the site that lies within any of these areas shall be indicated.

## ATTACHMENT A continued

- E. Location and size of existing sanitary sewers, water mains, storm sewer ponding facilities or other above or below ground utilities. Include data such as edge of pavement and/or entire pavement area, grades, invert elevations and the location of catch basins, manholes and fire hydrants.
- F. If the proposed subdivision is a rearrangement or a replat of any former plat, auditor's subdivision or registered land survey, the lot/parcel, block arrangement and original subdivision name shall be indicated by dotted or dashed lines. Also, any roadways or easements to be revised or abandoned shall be identified (additional application needed).
- G. The location and dimensions of any existing structure utilities, driveways or parking lots shall be indicated. Any of these items to be removed shall be noted.

### 3. Proposed Development

- A. The layout of proposed streets, showing right-of-way width, names and the location of any bikeways and sidewalks. The street names shall be consistent with existing public street names, wherever possible. Names that could be confused with any existing street names shall not be permitted.
- B. The layout of all lots and blocks with dimensions to the nearest one foot.
- C. The location and dimensions of all proposed drainage and utility easements.
- D. Areas other than street and utility easements to be dedicated or deeded to the public. Include the acreage of this property.
- E. Percent of the site to be covered by impervious surfaces (building, parking lot or sidewalk).
- F. If the site includes only a portion of the applicant's site, a sketch plan shall be submitted showing how the proposed streets, lots and grading will be tied into the portion of the site to be developed at a later time.

### 4. Grading, Drainage and Erosion Control Plans

- A. The proposed finished grades with a contour interval of no more than two feet shall be indicated. The direction of all drainage shall be indicated.
- B. The location of any significant stand(s) of healthy, mature trees shall be shown. Those trees to be saved shall be identified.

ATTACHMENT A continued

C. Calculations used to determine the 100-year storm design elevation for all ponds shall be submitted to the City Engineer.

D. The location and type of erosion control methods shall be indicated.

5. Utility Plan

A. A preliminary utility plan shall show proposed location, size and depth of all sanitary sewer, water and storm sewer or drainage facilities.

## ATTACHMENT B

### *Subdivision Standards*

This information is designed to provide an overview of the City's subdivision requirements and is not intended to be all inclusive.

#### 1. Minimum Lot Dimensions (unless located in a Shoreland District)

##### A. Single Dwellings:

- i. Interior Lots: 10,000 square feet, 75 feet of width at the required building setback line, 125 feet of depth and not less than 30 feet of frontage.
- ii. Corner Lots: Same as interior lots except at least 90 feet for each dwelling unit and 80 feet of lot width.

##### B. Buildings With Two to Six Residential Units:

- i. Interior Lots: 10,000 square feet plus an extra 1,000 square feet for each dwelling unit and 80 feet of lot width.
- ii. Corner Lots: Same as interior lots except at least 95 feet of width must be provided at the front yard setback line.

##### C. Buildings With Seven or More Residential Units:

- i. Interior Lots: 25,000 square feet and at least 175 feet of width.
- ii. Corner Lots: Same as interior lots, except at least 190 feet of width.

#### 2. Minimum Setbacks

##### A. Single Dwellings:

- i. Either
  - (A) Front and Rear Yards: 30 feet; or
  - (B) Front Yard: 25 feet; Rear Yard: 35 feet
- ii. Side yard: 10 feet to dwelling and 5 feet to an accessory structure.

##### B. Buildings With Two to Six Residential Units: Same as Single Dwellings

- C. Buildings with Seven or More Residential Units: Same as single dwellings, except the side yard setback shall be at least 30 feet. (40 foot minimum front yard setback from arterial roadways)

## EXCERPTS FROM THE CITY'S MUNICIPAL CODE

### **Section 204.030 Subdivision Standards**

#### (A) Block Layout.

- (1) Arrangement. A block shall be so designed as to provide two tiers of lots except where lots back onto a major street, natural feature, railroad or subdivision boundary, in which case, it may have a single tier of lots.
- (2) Length. The maximum length of blocks shall be 1,800 feet and the minimum length, 500 feet. Blocks over 900 feet long may require pedestrian ways at least ten feet wide at their approximate center.

#### (B) Easements.

- (1) Utility. Easements at least 10 feet wide centered on the rear and side lot lines shall be provided for utilities where necessary. They shall have continuity of alignment from lot to lot and block to block.
- (2) Drainage. Drainage easements shall be provided along each side of any watercourse to establish a storm sewer, drainage or floodway right-of-way. Its boundaries shall conform substantially with the centerline alignment of such watercourse.

#### (C) Lot Requirements.

- (1) Substandard Lots of Record. Refer to the requirements set forth in 207.050, Nonconformities.
- (2) Frontage. All lots shall front on a publicly dedicated right-of-way.
- (3) Butt Lots. Butt lots shall be discouraged. Where such lots must be used to fit a particular subdivision plan, such lots shall be platted at least 10 feet wider than the average width of the interior lots on the block.
- (4) Side Lot Lines. Side lines of lots shall be substantially at right angles to straight street lines, or radial to curved street lines.
- (5) Minimum Lot Lines. No lot shall have a front or rear lot line of less than 30 feet in length.
- (6) Double Frontage Lots. Double frontage lots (lots with frontage on two parallel streets) shall not be permitted except where lots back to a major thoroughfare. Such lots shall have an additional depth of at least 15 feet in order to allow for screen planting and berming along the back lot line.
- (7) Corner Lots. Corner lots shall be platted at least 15 feet wider than the minimum width requirements.

#### (D) Streets.

- (1) Street Layout and Dedication. The arrangement, functional classification, character, extent, width, grade, and location of all streets shall conform to the Comprehensive Guide Plan and the approved Municipal State Aid Street System.
- (2) Half Streets. Half streets shall be prohibited except where it will be practical to require the dedication of the other half when the adjoining property is subdivided.
- (3) Private Streets. Private streets may be permitted by the procedures for a Planned Unit Development.
- (4) Street Continuation and Extension. The arrangement of streets shall provide for the continuation of existing streets from adjoining areas into new subdivisions.
- (5) Cul-de-sacs. The maximum permitted cul-de-sac length is 500 feet. Where certain topographic features or other unusual circumstances dictate, special consideration may be given to accepting longer cul-de-sacs.
- (6) Future Projection of Streets. Where adjoining lands are not subdivided, streets in the new subdivision shall be required to extend to the boundary line of the tract to make provision for future access into adjacent areas. Temporary turnarounds shall be provided on these streets as approved by the City Manager and/or his/her designee.
- (7) No Dead Ends. In the development of subdivision or a plat, the street construction may be undertaken in parts or sections of the plat, providing that the petitioner includes in each separate undertaking streets which will make a complete circuit so that there will be no dead ends when construction of a particular section has been completed, except as allowed per Section 204.030(D)(5).
- (8) Design Criteria. See Section 402, Streets.

(E) Utilities.

- (1) Undergrounding Required. Except as hereinafter provided, all public or private utility distribution lines, including cable television distribution lines, shall be buried underground.
  - (a) Facilities appurtenant to underground utility distribution lines including lift stations, hydrants, meters, transformers, pedestals, and other appurtenances approved by the City Manager and/or his/her designee do not have to be constructed underground.
  - (b) Cable television distribution lines shall be constructed in accordance with the Cable Franchise Agreement, Ordinance 690.
  - (c) Temporary aboveground installation of utility distribution lines shall be permitted when necessitated by emergency repairs to existing underground utility distribution lines. Temporary aboveground utility distribution lines shall be permitted to serve a construction project or a customer where grade cannot be established within a reasonable time or frozen ground conditions prevent economical placement of underground utility distribution lines. Temporary aboveground utility distribution lines shall be replaced by permanent underground utility distribution lines within one full construction

season following the temporary placement or such later date as may be approved by the City Manager and/or his/her designee.

- (d) The City Council may waive the requirement that utility distribution lines be constructed underground upon a finding that placement of utility distribution lines underground would not be compatible with the proposed development plan; or upon a finding that unusual topography, soil, or other physical conditions make the installation of underground utility distribution lines unfeasible.
- (2) Utility Company Approval. The developer and/or property owner shall file a written statement with the City Manager and/or his/her designee from the appropriate utility company indicating that the developer and/or property owner has made the necessary arrangements with the utility company for the construction of underground utility distribution lines. The statement of utility company authorization shall be filed with the City Manager and/or his/her designee prior to construction of the underground utility distribution lines at the time of filing of site plans or prior to final plat approval, whichever event occurs first.
- (3) Dedication or Conveyance of Utility Easements. The developer and/or property owner shall indicate the location of proposed utility easements on site plans submitted to the City Manager and/or his/her designee. The necessary utility easements shall be shown as dedications on the final plat, or, where formal platting is not required, shall be conveyed to the City before issuance of building permits.
- (4) Maintenance of Utility Easement During Construction. The developer and/or property owner shall be responsible for establishing and maintaining a utility easement preliminary grade to within 6 inches of the final grade. Utility easement areas shall be kept free and clear of all structures, plantings or obstructions, except fences constructed in accordance with the Shoreview City Code, so that utility companies may install and maintain underground distribution lines.
- (5) Excavation Near Existing Underground Distribution Lines. In the interest of public safety and to avoid possible damage to underground utility distribution lines, no person shall excavate in any easement containing underground utilities without first notifying the utility company whose lines occupy the easement; provided, however, such excavation shall not be considered in violation of this provision unless the excavator has actual notice of the existence of the underground utility or unless the easement has been recorded with the Ramsey County Recorder.
- (6) Utilities Located in Floodplain. All public utilities and facilities such as gas, electrical, sewer and water supply systems to be located in the floodplain shall be flood proofed in accordance with State Building Codes or elevated to above the Regulatory Flood Protection Elevation.

(F) Water Facilities.

- (1) Water supply lines shall be extended and service connections shall be stubbed into the property line of each lot.
- (2) All new structures requiring water facilities shall connect to the municipal water system if available.
- (3) All new plats shall be required to be served with municipal water.

(G) Sewage Treatment.

- (1) Sanitary sewer mains and service connections shall be installed to service all lots and shall be connected to the public system.
- (2) All new structures requiring sewage treatment facilities must connect to the public sanitary sewer facilities. Building permits shall not be issued for new structures requiring sewage treatment unless public sanitary sewer is available except as allowed under Section 209.090.

(H) Storm Sewer.

- (1) All development must provide storm sewer facilities to adequately manage surface waters.
- (2) All systems must be approved by the City Manager and/or his/her designee.
- (3) All systems must be designed to insure that the storm water runoff from a developed site will leave at no greater rate or significantly lesser quality than the storm water runoff from the site in an undeveloped condition.
- (4) All storm sewer systems with ponds must be designed to handle the one hundred year storm event. All storm sewer pipes must be designed at a minimum to handle the five-year storm event.
- (5) No land shall be developed and no use shall be permitted that results in water runoff, causing flooding, erosion or deposit of minerals on adjacent properties. Such runoff shall be properly channeled into a storm drain, watercourse, ponding area or other public facilities.

- (I) Monuments. Monuments of a permanent character as required by Section 505.02, M.S.A., shall be placed at each corner or angle on the outside boundary of the subdivision. Pipes or steel rods shall be placed at each corner of each lot and at each intersection of street centerlines.

(J) Construction Plans.

- (1) Engineer Drafting. Construction plans for the required improvements conforming in all respects to the standards of the City and the applicable ordinances, shall be prepared at the subdivider's expense by a registered professional engineer and said plans shall contain his seal. Such plans together with the quantity of construction items shall be submitted to the City Manager and/or his/her designee for approval.
- (2) As-Builts. Upon the City Manager and/or his/her designee's certificate of compliance, the subdivider shall furnish the City with as-built drawings prepared

by a registered professional engineer showing the improvements as built or in place.

(K) Public Utility and Improvement Dedication. As part of any subdivision or development within the City, the City Council may require the developer to dedicate, reserve, or otherwise convey to the City a reasonable portion of the total area of the proposed development for use as streets, alleys, roads, sanitary sewer, water mains and appurtenances, storm sewer, storm water drainage areas or holding ponds, electric, gas, cable television and telephone transmission lines, and similar public improvements and utilities.

## **Section 402 Streets**

**402.010 Application.** This ordinance shall apply to all public streets hereafter constructed within the City. The purpose of this chapter is to safeguard the health, safety, and general welfare of the residents of the City.

**402.020 Definitions.** The following definitions apply to Sections 402 and 403:

- (A) Arterial. A fast or heavy traffic street of considerable continuity used primarily as a heavy artery for inter-communication among large areas.
- (B) Collector Street. A street designed to collect traffic from individual properties and minor streets and feed it to thoroughfares. These streets are intended to be designated as segments of the City's Municipal State Aid or Ramsey County's County State Aid system(s).
- (C) Local Street. A street of limited continuity used primarily for access to abutting properties, which is intended to discourage use by through traffic which does not have its origin or destination on the street.
- (D) Cul-de-sac. A minor street with only one outlet which is permanently terminated by a vehicular turn-around meeting the requirements of the Public Works Department.
- (E) Grade. The established elevation of the center line of the finished surface of the street.
- (F) Minnesota Department of Transportation. All reference to MnDOT specifications or methods shall be understood to refer to the latest published addition of the "Specifications for Highway Construction" as published by the Minnesota Department of Transportation.
- (G) Plans. All drawings and standard details or reproductions thereof pertaining to details of construction or of the contract work which are made a part of the contract.
- (H) Specifications. The directions, provisions and requirements that are prepared for the project under consideration and made a part of the contract.

**402.030 Arterial and Collector Streets.** Design criteria for arterial and collector streets shall be as follows:

- (A) In general, minimum right-of-way widths should be as follows: arterials – 100 feet and collectors – 60 feet. Pavement widths shall be dictated by County or Municipal State Aid standards.
- (B) Design criteria for arterial and collector roadways shall be dictated by Municipal State Aid standards. Vertical alignments, roadway surface grades and other roadway design elements shall meet minimum requirements appropriate for the roadway's intended function.

**402.040 Local Streets.** Design criteria for local streets shall be as follows:

- (A) Horizontal Alignment. When connecting street lines deflect from each other by more than ten degrees, they shall be connected by a curve with a minimum radius of 100 feet.
- (B) Vertical Alignment. Different connecting street gradients shall be connected with vertical curves. Minimum sight distance shall be 200 feet for local streets measured from a point five feet above the street centerline.
- (C) Vertical Curves. Different connecting street gradients shall be connected with vertical curves. Minimum length in feet of these curves shall be twenty (20) times the algebraic difference in the percent of grade of the two adjacent slopes.
- (D) Width. Minimum right-of-way width should be 50 feet. Pavement widths for local streets may vary depending on parking scenarios, unusual right-of-way widths, topographical constraints, etc. The minimum desired pavement width for local streets is 28 feet. Greater or lesser widths may be required depending upon anticipated traffic volumes, the planned function of the street, and the character of anticipated or planned abutting land uses. The final determination of minimum street width shall be made by the Public Works Director.
- (E) Alleys. Alleys should have a minimum right-of-way width of 30 feet and shall conform to the gradient requirements of local streets.
- (F) Cul-de-sacs. Minimum radius of turnaround right-of-way – 60 feet with a minimum pavement radius of 45 feet.
- (G) Minimum and Maximum Grades. Minimum – 0.5 percent, maximum – 8 percent.

**402.050 Intersections.**

- (A) Angle of Intersection. Streets shall intersect as close to 90 degrees as possible. In no case shall streets intersect at less than 75 degrees.

(B) Number of Streets. No more than two streets shall cross at any one intersection.

(C) Centerline Offsets. The minimum distance between the centerlines of offset intersections of public streets shall be 150 feet.

**402.060 Loads.**

(A) Minimum Carrying Capacity. Seven-ton axle loading for local streets; ten-ton axle loading for arterial and collector streets.

(B) Street Pavement. Design of street pavement for all streets covered by this ordinance shall be in accordance with the State of MnDOT Road Design Manual for flexible pavements. The designed thickness of the surfacing elements shall be in accordance with the flexible pavement design standard for the appropriate minimum carrying capacity.

**402.070 Construction.**

(A) Curb and Gutter. Permanent concrete curb and gutter shall be constructed on both sides of streets. The construction shall be in accordance with Standard Specifications for Highway Construction, MnDOT Spec. 2531. Concrete curb and gutter cross-sections shall be MnDOT Design No. B618 or as approved by the Public Works Director.

(B) Street Grading. Streets shall be graded in accordance with a plan approved by the Public Works Director and the City Council. The grading shall include the entire width of the right-of-way and shall provide a boulevard section, in addition to the minimum pavement width.

(C) Soil Tests. To determine subgrade soil classifications, soil samples shall be collected and analyzed by a reputable testing laboratory. Reports of the soil analysis shall be submitted to the Public Works Director with the pavement plans. Soil samples shall be taken along the center line of the proposed road at intervals not exceeding 300 feet.

(D) Drainage. Proper drainage of all streets shall be provided for by the installation of an adequately designed storm sewer system or a system of open ditches, culverts, ponds, pipes, and catch basins, or both systems. The installation of the drainage system shall be considered part of the essential street construction requirements of this chapter. The drainage systems shall fit into the overall drainage plan for the City and reflect the intent and standards of the Rice Creek Watershed District, the Grass Lake Water Management Organization, and Shoreview's Local Surface Water Management Plan.

(E) Boulevards. The boulevards (area between the backs of the curbs and property line) shall be uniformly finished to match the top of the curb and restored to present a pleasing finished appearance.

(F) Public Utilities. All wires, cables, pipes, conduit and other installations of public and private utilities which are to be buried within the street right-of-way, together with such service lines, leads, stubs, and other appurtenances, as may be required to connect the adjacent property to these utilities, shall be constructed and installed prior to the installation of the finished surfacing of the street.

(G) Standard Detail Plates. All improvements to public property or infrastructure on extensions thereof shall be constructed in accordance with standard detail plates showing typical standard minimum requirements of construction as maintained by the Public Works Director. These detail plates may be revised or added to from time to time and such revised or additional plates shall be considered part of this ordinance.

**402.080** Street Names. Street names shall comply with the Ramsey County Street Naming and Numbering System, if appropriate, or be approved by the Public Works Director.

**402.090** Signs and Traffic Control Devices. The Public Works Director shall approve the type and place of installation of street name signs and any other regulatory or warning signage. All signage shall conform to the requirements of the Minnesota Manual of Uniform Traffic Control Devices. No person, other than an employee or duly authorized agent of the City, shall erect any sign purporting to be a street name or traffic control sign or device on any public property or right-of-way.

**402.100** Street Lighting. Street lighting shall be required in all subdivisions. The type and layout of all proposed street lighting shall be approved by the Public Works Director.

**402.110** Walkways/Bikeways. The City may require the construction of walkways and/or bikeways in conformance with the Comprehensive Guide Plan according to plans which shall be approved by the Public Works Director.

**402.120** Permit Required for Work on Public Property. No person, other than the City or its employees, shall do any work of any kind whatsoever in any public right-of-way or any other public property within the City, without first having obtained a permit for such work from the properly designated city employee, after the application for such work has been approved by the Public Works Director in accordance with Section 405, Right-of-Way Management. The term "work" includes, but is not limited to, any improvement, construction, or

alteration of sidewalks, curb or gutter, driveways, tree planting, boulevards and drainage facilities.

**402.130 Street Improvement Petition Required.** All requests for street construction, improvement or reconstruction shall be initiated by a request to the City Council upon a street improvement petition form. Processing of the petition shall be in accordance with the applicable provisions of the Minnesota Statutes relative to public improvements.

**402.140 Certain Vehicle Restrictions.** The Shoreview City Council may, upon the recommendation of the Public Works Director, authorize the placement and enforcement of restrictions pertaining to the operation of certain motor vehicle types on local residential streets. These restrictions may be established to protect the health, safety and welfare of the City and its residents/businesses, as well as to generally protect public property or infrastructure.