

Rochester Township Supervisors Meeting
Rochester Town Hall
Thursday, February 9, 2023
7:00 PM
AGENDA

To participate by telephone, dial (978) 990-5000 and enter access code 253635

- I. Call to order Town Board Meeting (Pledge of Allegiance)
- II. Minutes of the January 12, 2023 Board meeting & January 26, 2023 Board of Audit
- III. Deputy Report – Dean Thompson
- IV. Call for additional agenda items
- V. Old Business
 - A. Pavilion Estates / Rookery
 - B. 2630 Wild Rose Ln SW
 - C. Land Use Planning work group
- VI. Tabled Items
 - A. None
- VII. New Business
 - A. Township mailbox policy
 - B. Stormwater Management Ordinance; Illicit Discharge Detection Elimination Ordinance; Non-Stormwater Discharges Ordinance; 2023 RT Subdivision Ordinance
 - C. Millie Meadow Estates III Final Plat
 - D. Board of Appeals & Adjustment – proposed language change
 - E. Annual newsletter – post card
 - F. 2023/2024 Budget
 - G. Information items:
 - i. Bank change
 - ii. TCPA house plans
 - iii. Minnesota deferred compensation plan
 - H. New agenda items; as added earlier
- VIII. Reports
 - A. Treasurer's Report – Randy Staver
 - B. Road Maintenance Supervisor Report – Pat McGowan

Thursday, February 9, 2023

Agenda

- C. TCPA Report – Jeff Orth
- D. Board of Adjustment Report
- E. Planning & Zoning Commission Report
- F. Board Chair Report

IX. Adjourn

Rochester Township

Board Meeting Minutes

January 12, 2023

Meeting was called to order at 7:00 pm by Chairman Jeff Orth.

Members present - Matthew Kitzmann, Jamie Neisen, Brian Zmolek, Nathan Clarke, Jeff Orth and Randy Staver

Guests – Jered Staton, Bill Tointon, Jason Kappers, Pat McGowan, Dean Thompson, Darrin Groteboer and two members of the public.

Minutes – Jamie Neisen moved to approve the minutes for the December 8, 2022 meeting. Nathan Clarke seconded. All voted in favor and the motion passed.

Deputy's Report – Deputy Dean Thompson reviewed the call report of 35 calls for service.

Pavilion Estates / Rookery Lawsuit –

- Randy Staver reported that we have received an email from our attorney that outlines a time frame for the expected court proceedings.
- Nathan Clarke asked about a request that was made to have the Save the Rookery parties reimburse the township for legal expenses. Matt Kitzmann commented that the taxpayers are already paying some of the expense and he feels it isn't appropriate to ask them to pay further.
- There was uncertainty whether the township even has the authority to ask for reimbursement. Legal counsel is being provided via MATIT and MATIT is paying the expense. As such, Brian Zmolek thinks this sort of request is outside the purview of the township. There was also uncertainty as to exactly who raised the reimbursement question.
- Nathan will research further as follow up.

2630 Wild Rose Lane SW –

- Randy outlined a telephone conversation he had on 01/12/2023 with the realtor representing a potential buyer. They are requesting a meeting simply to exchange information and would like to keep the discussion private. It was explained that they could only meet with two supervisors. If more were present then the meeting would need to be published and would be open to the public.
- Board members had hoped the potential buyer, his attorney or the realtor would

have been present for this meeting. Board members also expressed concern regarding a private meeting and lack of transparency.

- Nathan Clarke asked whether the property can be inspected and appraised. Brian Zmolek asked why the township taxpayers should pay to have a property inspected that the township doesn't own. Nathan would nevertheless like to have a firm timeframe for resolution.
- Based on comments from Roger Ihrke, the Board agreed to hold a meeting before the next board meeting. Participants will include the buyer, the realtor, their attorney (if they wish), the township clerk and a TCPA representative. Nathan Clarke and Matt Kitzmann will participate as supervisors. It was made clear that the two supervisors cannot make any promises or give assurances on behalf of the Board. For example, no promises may be made whether any variances might be granted. The main objective will be to listen.

Land Use Planning Workgroup –

- Nathan Clarke reported and said he had received some expert feedback about the Olmsted County land use plan. Due to travel and other commitments, there wasn't enough time to review and prepare. Nathan will report further next month.

Metes & Bounds – Darrin Groteboer –

- Jered Staton gave an overview of the request and intended uses. He also provided some history regarding previous board actions related to this property. Staff recommends approval.
- Brian Zmolek moved approval of the request agreement. Matt Kitzmann seconded. All voted in favor and the motion passed.

Annexation – Scenic Oaks West –

- TCPA staff presented information related to an annexation in Scenic Oaks West. It was noted that the township does not vote on annexations but does receive some compensation.

Audio / Video System –

- Matt Kitzmann reviewed a revised proposal provided by the vendor. The equipment list was modified such that the total cost would be significantly less. The topic and information will be discussed at the annual meeting.

Township Land – Meadow Crossing Land –

- Jamie Neisen spoke regarding some Meadow Crossing land and asked who is the owner. TCPA staff noted that the land is considered easement and is jointly owned by the adjoining property owners. It was thought at one time that this would become a roadway.

Election Judges Appointment – RES2023_01_01 –

- Randy Staver presented a resolution for appointment of election judges for the upcoming annual election. Nathan Clarke and Jamie Neisen volunteered to serve as judges.
- Brian Zmolek moved approval of the resolution. Jamie Neisen seconded. All voted in favor and the motion passed.

Absentee Ballot Board Appointment – RES2023_01_02 –

- Randy Staver presented a resolution for appointment of election judges for the upcoming annual election. Matt Kitzmann and Jamie Neisen volunteered to serve as appointees.
- Brian Zmolek moved approval of the resolution. Nathan Clarke seconded. All voted in favor and the motion passed.

2023 / 2024 Budget - Draft –

- Randy Staver presented a review of 2022 financial activity.
- The Board will hold a meeting on Thursday, January 26th beginning at 7:30 pm. The purpose of the meeting is to conduct the annual board audit followed by discussion of the proposed budget for 2024. The Board will vote on the budget at the February meeting followed by presentation to township voters at the annual meeting to be held in March.

Bank Change –

- Randy Staver stated that he is continuing to work with ONB bank to set up accounts and then he will proceed with transferring funds from Premier. Randy distributed documents to capture required board member information to set up the accounts. It will likely take a couple of months to get everything set up.

Millie Meadows 3rd Mailbox Placement –

- Jered Staton and Jason Kappers presented a plan for mailbox placement and road bump out that was approved as part of the final plat. Pat McGowan spoke and said that while the bump out does create some additional work, he likes the proposal. He noted that in the future this will create additional cost for road maintenance. Jeff Orth commented that the proposed layout is safer. The home owners association will be responsible for clearing the sidewalk.
- Matt Kitzmann proposed eliminating the east-west sidewalk and the HOA would clear a single 10 foot path to the mailboxes.

Royal Oaks Phase 1 Development Agreement –

- Roger Ihrke spoke and stated that changes have been made as requested and

staff is recommending approval. The agreement had been previously distributed to the Board.

- Jamie Neisen pointed to two sections of the agreement where he would like some edits. The section that speaks to 'substantially completed' is vague and he suggested language similar to what has been incorporated in other recent development agreements. He would also like to see more exact language related to the warranty period after project completion. Jered Staton said that he will get those changes made.
- Matt Kitzmann moved approval of the development agreement with the two changes. Brian Zmolek seconded. All voted in favor and the motion passed.

Property Next Door –

- The parcel immediately to the south of the town hall property is for sale at a price of \$130,000. It is zoned as a special district and has limited uses as well as a portion of unusable land. There was discussion whether the township might be interested in purchasing the lot for possible future use. However, members didn't feel that real estate investment is in the purview of the township given that there is no specific intended use. Also, a certain balance is maintained between Rochester and Cascade townships for expenditures such as insurance. If Rochester has additional land and/or buildings, it potentially creates an imbalance in the cost sharing.

Reports:

Treasurer's Report –

- Treasurer Randy Staver reported. He noted the amounts for designated funds for ARPA and Griffin Construction for the road project in Lilly 4.
- Total cost for the shop floor repair was \$34,772.50. That will be paid next month.
- The deadline for obligating ARPA funds is 12/31/2024 and the deadline for actual expenditure of funds is 12/31/2026.
- Jamie Neisen moved approval of the treasurer's report. Nathan Clarke seconded. All voted in favor and the motion passed.

Rochester Township Claims – Jamie Neisen moved and Matt Kitzmann seconded to accept and pay Rochester Township claims #5211-5226 in the amount of \$55,576.15. All voted in favor and the motion passed. Jamie Neisen moved and Matt Kitzmann seconded to accept and pay Rochester Township claims #5227 in the amount of \$2,503.67. All voted in favor and the motion passed.

JPB Claims – Matt Kitzmann moved and Nathan Clarke seconded to accept and pay Joint Powers Board claims #6036-6067 and the Rochester Township share in the amount of \$46,093.34, and a payroll share of \$24,228.85. All voted in favor and the

motion passed.

Randy Staver noted that he has not had a chance yet to speak with Sara Rudquist about the shared joint powers administrative role.

Road Maintenance Supervisor Report –

- Several plowing events recently.
- One of the plow drivers has been terminated due to an inability to perform all expected duties. Pat is reviewing potential replacement candidates.
- Pat noted that fuel costs are very high.
- The new electronic speed signs have been installed although he has not tried capturing data yet. Pat noted that they would like to reinforce the sign mountings. Neighbors in the area are appreciative of the work.
- Pat said it has been noticed that some persons have been taking large quantities of sand / salt from the bins. Deputy Thompson said he has seen it as well but it is difficult to enforce anything since there appears to be no clear township policy. After discussion, Pat was asked to create signage that indicates only township residents may take the product and limited to one 5 gallon pail. The posted signage would also give the Sheriff's staff something to enforce. It was also suggested that the township may wish to install security cameras.

TCPA Report –

- Jeff Orth reported and said that Roger Ihrke will conclude his work with TCPA on June 30th of this year. Jeff further stated that their next question will involve David Meir's position since he also wants to retire in the near future.

Board of Adjustment Report –

- No meeting this month.

Planning and Zoning Commission Report –

- Jamie Neisen reported and said that the final plat for Millie Meadow Third was reviewed at the last meeting.

Board Chair Report –

- Nothing else to report.

Upcoming Meetings –

- Planning and Zoning Commission – February 7, 2023 – 7:00 pm.

Meeting Adjourned – Jamie Neisen moved to adjourn the meeting. Nathan Clarke seconded. All voted in favor and the motion passed. Meeting was adjourned at 10:45

pm.

Respectfully Submitted,

Randy Staver, Clerk / Treasurer

Jeff Orth, Chairman

DRAFT

Rochester Township

Board of Audit Meeting Minutes

January 26, 2023

Meeting was called to order at 7:30 pm by Chairman Jeff Orth.

Members present - Matthew Kitzmann, Jamie Neisen, Brian Zmolek, Nathan Clarke, Jeff Orth and Randy Staver

Board of Audit –

- Randy Staver explained the process used to conduct the boards annual audit and the boards responsibilities.
- Board members used the 2022 receipts and disbursements report to select multiple items upon which the treasurer produced the supporting documentation. For certain road product invoices, the Board concluded that actual expenses were in line with bid prices.
- The Board evaluation found no errors and the document attesting to accuracy of the township books was signed by all members.
- Randy suggested that it is easy on a month by month basis for board members to ask questions about specific receipts and disbursements. That would expedite the annual process unless there would be specific questions.

2024 Budget Work Discussion –

- The Board then proceeded with a discussion of the 2024 budget. Randy explained that this is only a work session and the Board will vote at the February meeting. The budget will then be brought forward to the annual meeting in March for voter approval.
- Matt Kitzmann circulated a draft budget which basically proposed an 8% increase for 2024 over the 2023 budget. Matt stated that based on inflation and the actual costs the township has been seeing; this would be a prudent place to start. Matt also stated that forecasting expenses over twelve months into the future complicates the process.
- Matt suggested that the 2023 budget could be amended and increased by 5% and then the 2024 budget increased by 3%. This would soften the increase. Board members were uncertain if the 2023 budget could be amended and what the process would be. The treasurer was asked to research the question. *(We have since determined that amending the 2023 is difficult if not impossible. The county assessor's office advised that the certified figures have already been communicated to the State and that processing has begun for the May 2023 tax*

statements.)

- Jeff Orth stated that it is important to realize that the township is changing and has grown. That has added to costs to provide services and maintain infrastructure.
- Board members largely agreed with the proposed 2024 amounts with some corrections.
 - The non-township attorney fee was zeroed out since those expenses are reimbursed.
 - We need to wait to determine the amount for fire protection. (*This has since been determined it will be a 4% increase.*)
 - We need to wait to determine the amount for sheriff protection. (*This has since been determined it will be a 6% increase.*)
- There was discussion about the Meadow Crossing road line item and the reserve fund line item.
 - While the Meadow Crossing line item has been listed on the budget for the last couple of years, no expenditures have actually been made nor have these funds been set aside. The choice before the board is whether we should start accumulating those funds.
 - The decision was made not to accumulate those funds. Instead, at the time funds are needed the township will likely split the expenditures over a couple of budget cycles as well as perhaps use reserve funds.
 - By policy, the township retains 50% of the budget amount in a reserve fund. Matt Kitzmann calculated that we will have a shortfall and that we should add an amount to help catch up. Those amounts will be included in the draft budget.
- Randy will revise the budget based on the discussion and place on the agenda for the February board meeting.

Meeting Adjourned – Jamie Neisen moved to adjourn the meeting. Nathan Clarke seconded. All voted in favor and the motion passed. Meeting was adjourned at 9:30 pm.

Respectfully Submitted,

Randy Staver, Clerk / Treasurer

Jeff Orth, Chairman

ROCHESTER TOWNSHIP MAILBOX POLICY

REPAIR: IF A TOWNSHIP VEHICLE DAMAGES A MAILBOX, THE FOLLOWING REPAIRS ARE AUTHORIZED:

MAILBOX - A DAMAGED MAILBOX MAY BE REPAIRED OR IF APPROPRIATE, REPLACED WITH A REGULATION STEEL MAILBOX.

POST - A DAMAGED OR BROKEN POST WILL BE REPLACED WITH A TREATED 4'X4' POST ON ROADS WITH A SPEED LIMIT OF 40 MPH OR LOWER. ON ROADS WITH HIGHER SPEED LIMITS, A SWING POST WITH CHAIN WILL BE INSTALLED FOR VEHICLE SAFETY.

NOTE: ALL POSTS WILL BE DESIGNED TO BREAK AWAY IF STRUCK BY A VEHICLE.

ALTERNATIVE
REPAIRS:

IF THE HOMEOWNER DESIRES A DIFFERENT TYPE OF MAILBOX OR POST, THE TOWNSHIP WILL REIMBURSE THE HOMEOWNER AN AMOUNT EQUAL TO THE COST OF MATERIAL FOR A NORMAL REPAIR AS NOTED UNDER "REPAIRS" ABOVE. HOMEOWNER WILL PURCHASE POST AND CONTACT THE TOWNSHIP FOR HELP IN INSTALLATION.

SUGGESTIONS FOR PLACEMENT OF MAILBOXES

REASON: PLACEMENT OF MAILBOXES CAN INFLUENCE THE COST OF SNOW PLOWING AND EASE OF MAIL DELIVERY.

PLACEMENT: THE FRONT OF THE MAILBOX WILL BE ABOVE THE EDGE OF THE ROAD SHOULDER AND 42 TO 45 INCHES ABOVE THE GROUND AT THE BOTTOM OF THE MAILBOX. THE HOUSE NUMBER SHOULD BE ATTACHED TO THE MAILBOX IN 3 INCH TALL NUMBERS.

MAILBOXES FOR HOMES IN CUL-DE-SACS SHOULD BE PLACED ALONG THE ROAD LEADING INTO THE CUL-DE-SAC. THIS IS BECAUSE SNOW PLOWS CANNOT MANEUVER TO PROPERLY CLEAR AROUND MAILBOXES WITHIN THE CUL-DE-SACS.

IF THE STREET IS ON A HILL, PLACE THE MAILBOXES ON THE SIDE OF THE ROAD THAT WILL ALLOW THE MAILMAN TO BE GOING DOWNHILL WHEN PASSING THE MAILBOX. IT ALSO HELPS IF THE MAILBOXES ARE CLUSTERED IN GROUPS OF TWO OR MORE. THIS MEANS LESS STOPS FOR THE MAILMAN AND FEWER OBSTACLES FOR THE SNOW PLOW DRIVER.

**STORMWATER
MANAGEMENT ORDINANCE
FOR
ROCHESTER TOWNSHIP
OLMSTED COUNTY
MINNESOTA**

DATED December 28, 2022

ROCHESTER TOWNSHIP STORMWATER MANAGEMENT ORDINANCE

TABLE OF CONTENTS

ARTICLE I STATUTORY AUTHORIZATION AND PURPOSE 3

Section 1.0. STATUTORY AUTHORIZATION..... 3

Section 1.1. PURPOSE/SCOPE/APPLICABILITY 3

Section 1.2. DEFINITIONS 3

Section 1.3. WHEN A NPDES PERMIT IS REQUIRED AND PROOF OF COVERAGE..... 6

ARTICLE II CONSTRUCTION SITE STORMWATER RUNOFF CONTROL 8

Section 2.0. SITE PLAN REVIEW 8

Section 2.1 SITE PLAN REQUIREMENTS..... 8

Section 2.2 BEST MANAGEMENT PRACTICES (BMP) REQUIREMENTS..... 9

Section 2.3 DESIGN CRITERIA FOR TEMPORARY SEDIMENT BASINS 14

ARTICLE III POST-CONSTRUCTION STORMWATER MANAGEMENT 15

Section 3.0 SUBMITTAL OF SITE PLANS CONSISTING OF POST-CONSTRUCTION PLANS 15

Section 3.1 POST-CONSTRUCTION STORMWATER MANAGEMENT BMPS MUST MEET THE
FOLLOWING CRITERIA: 15

Section 3.2 LONG-TERM MAINTENANCE 16

Section 3.3 PERMANENT STORMWATER MANAGEMENT SYSTEM DESIGN CRITERIA..... 16

ARTICLE IV RIGHT OF ENTRY 20

ARTICLE V VIOLATIONS/PENALTY/ENFORCEMENT 21

ROCHESTER TOWNSHIP STORMWATER MANAGEMENT ORDINANCE

ARTICLE I STATUTORY AUTHORIZATION AND PURPOSE

SECTION 1.0. STATUTORY AUTHORIZATION

- a. **Statutory authority.** Minn. Stat. ch. 462 and 467 authorizes Rochester Township to adopt land use regulations.
- b. **Most restrictive law applies.** In the event of any conflict between provisions of this chapter or other regulations adopted by Rochester Township, the State of Minnesota, or Federal authorities, watershed district or watershed management organization, the more restrictive standard shall prevail.

SECTION 1.1. PURPOSE/SCOPE/APPLICABILITY

- a. **Purpose.** The purpose of this chapter is established to promote, preserve, and enhance natural resources and human health and safety within Rochester Township by protecting them from the adverse impacts of uncontrolled stormwater runoff during and after construction projects.
- b. **Scope.** This chapter sets requirements for stormwater conveyance systems and management practices within Rochester Township. This chapter also regulates land disturbing or development activities that would have a negative and potentially irreversible impact on water quality.
- c. **Applicability.** The requirements of this chapter apply to all construction activity as defined below.

SECTION 1.2. DEFINITIONS

"Active karst" means a terrain having distinctive landforms and hydrology created primarily from the dissolution of soluble rocks within 50 feet of the land surface.

"Best Management Practices (BMPs)" means the most effective and practicable means of erosion prevention and sediment control, and water quality management practices that are the most effective and practicable means of to control, prevent, and minimize degradation of surface water, including avoidance of impacts, construction-phasing, minimizing the length of time soil areas are exposed, prohibitions, pollution prevention through good housekeeping, and other management practices published by state or designated area-wide planning agencies.

"Common Plan of Development or Sale" means one proposed plan for a contiguous area where multiple separate and distinct land-disturbing activities may be taking place at different times, on different schedules, but under one proposed plan. One plan is broadly defined to include design, permit application, advertisement or physical demarcation indicating that land-disturbing activities may occur.

"Construction Activity" means activities including clearing, grading, and excavating, that result in land disturbance of equal to or greater than one acre, including the disturbance of less than one acre of total land area that is part of a larger common plan of development or sale if the larger common plan will ultimately disturb equal to or greater than one acre. This includes a disturbance to the land that results in a change in the topography, existing soil cover, both vegetative and nonvegetative, or the existing soil topography that may result in accelerated stormwater runoff that may lead to soil erosion and movement of sediment. Construction activity does not include a disturbance to the land of less than five acres for the purpose of routine maintenance performed to maintain the original line and grade, hydraulic capacity, and original purpose of the facility. Routine maintenance does not include activities such as repairs, replacement, and other types of non-routine maintenance. Pavement rehabilitation that does not disturb the underlying soils (e.g., mill and overlay projects) is not construction activity.

ROCHESTER TOWNSHIP STORMWATER MANAGEMENT ORDINANCE

"Dewatering" means the removal of surface or ground water to dry and/or solidify a construction site to enable construction activity. Dewatering may require a Minnesota Department of Natural Resources (DNR) water appropriation permit and, if dewatering water is contaminated, discharge of such water may require an individual MPCA NPDES/SDS permit.

"DNR Catchment Area" means the Hydrologic Unit 08 areas delineated and digitized by the Minnesota DNR. The catchment areas are available for download at the Minnesota DNR Geospatial Commons website. DNR catchment areas may be locally corrected, in which case the local corrections may be used.

"Energy Dissipation" means methods employed at pipe outlets to prevent erosion caused by the rapid discharge of water scouring soils.

"Erosion Prevention" means measures employed to prevent erosion such as soil stabilization practices, permanent cover, or construction phasing.

"Fully reconstructed" means areas where impervious surfaces have been removed down to the underlying soils. Activities such as structure renovation, mill and overlay projects, and other pavement rehabilitation projects that do not expose the underlying soils beneath the structure, pavement, or activity are not considered fully reconstructed. Maintenance activities such as catch basin repair/replacement, utility repair/replacement, pipe repair/replacement, lighting, and pedestrian ramp improvements are not considered fully reconstructed.

"General permit" means a permit issued under Minn. R. 7001.0210 to a category of owners/operators whose operations, emissions, activities, discharges, or facilities are the same or substantially similar.

"Groundwater" means the water contained below the surface of the earth in the saturated zone including, without limitation, all waters whether under confined, unconfined, or perched conditions, in near surface unconsolidated sediment or regolith, or in rock formations deeper underground.

"Infeasible" means not technologically possible or not economically practicable and achievable considering best industry practices.

"Initiated immediately" means taking an action to commence soil stabilization as soon as practicable, but no later than the end of the workday, following the day when the land-disturbing activities temporarily or permanently ceased. If construction work on the site will be cease for 14 or more additional calendar days, or seven (7) calendar days on a project that is within one mile (aerial radius measurement) of, and flows to, one or more of the following: "impaired waters", "other special waters", "prohibited waters", and/or "restricted waters" as defined), stabilization can be immediately initiated by:

- 1) Prepping the soil for vegetative or non-vegetative stabilization.
- 2) Applying mulch or other non-vegetative product to the exposed soil area.
- 3) Seeding or planting the exposed area.
- 4) Starting any of the activities in a - c on a portion of the area to be stabilized, but not on the entire area.
- 5) Finalizing arrangements to have stabilization product fully installed in compliance with the applicable deadline for completing stabilization.

"Impaired Waters" means a water with an USEPA approved TMDL for any of the impairments listed in this item, and waters identified as impaired under section 303 (d) of the federal Clean Water Act for phosphorus (nutrient eutrophication biological indicators), turbidity, TSS, dissolved oxygen or aquatic biota (fish bioassessment, aquatic plant bioassessment and aquatic macroinvertebrate bioassessment).

"Impervious Surface" means a constructed hard surface that either prevents or retards the entry of water into the soil and causes water to run off the surface in greater quantities and at an increased rate of flow than prior to development. Examples include rooftops, sidewalks, driveways, parking lots, and concrete, asphalt, or gravel roads. Bridges over surface waters are considered impervious surfaces.

ROCHESTER TOWNSHIP STORMWATER MANAGEMENT ORDINANCE

“Linear project” means construction of new or fully reconstructed roads, trails, sidewalks, or rail lines that are not part of a common plan of development or sale. For example, roads being constructed concurrently with a new residential development are not considered linear projects because they are part of a common plan of development or sale.

“Municipal separate storm sewer system” or “MS4” means a conveyance or system of conveyances including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches,

man-made channels, or storm drains:

- 1) owned or operated by a state, city, town, county, district, association, or other public body, created by or pursuant to state law, having jurisdiction over disposal of sewage, industrial wastes, stormwater, or other wastes, including special districts under state law such as a sewer district, flood control district, or drainage district or similar entity, or an Indian tribe or an authorized Indian tribe organization, or a designated and approved management Agency under section 208 of the federal Clean Water Act, United States Code, title 33, section 1288, that discharges into waters of the state;
- 2) designed or used for collecting or conveying stormwater;
- 3) that is not a combined sewer; and
- 4) that is not part of a publicly owned treatment works as defined in 40 CFR 122.2.

Municipal separate storm sewer systems do not include separate storm sewers in very discrete areas, such as individual buildings.

“National Pollutant Discharge Elimination System (NPDES)” means the program for issuing, modifying, revoking, reissuing, terminating, monitoring, and enforcing permits under the Clean Water Act, as amended (33 U.S.C. 1251 et seq. Section 1342 and 40 CFR parts 122, 123, 124 and 450).

“Natural Buffer” means an area of undisturbed cover surrounding surface waters within which construction activities are restricted. Natural buffer includes the vegetation, exposed rock, or barren ground that exists prior to commencement of earth-disturbing activities.

“Normal Wetted Perimeter” means the area of a conveyance, such as a ditch or channel, that is in contact with water during flow events that are expected to occur from a two-year, 24-hour storm event.

“Other Special Waters” means Trout Lakes identified in Minn. R. 6264.0050, subp. 2. and Trout Streams listed in Minn. R. 6264.0050, subp. 4.

“Developer or Owner” means the persons, firm, governmental agency, or other entity on the application submitted and are responsible for compliance with the terms and conditions of this ordinance.

“Permanent Cover” means surface types that will prevent soil failure under erosive conditions. Examples include gravel, concrete, perennial cover, or other landscaped material that will permanently arrest soil erosion. Permanent cover consists of a uniform perennial vegetative cover (i.e., evenly distributed, without larger bare areas) with a density of 70 percent of the native background vegetative cover or equivalent permanent stabilization measures. Permanent cover does not include temporary BMPs such as wood fiber blanket, mulch, and rolled erosion control products.

“Project(s)” means all construction activity planned and/or conducted under this ordinance. The project occurs on the site or sites as described in the site plan.

“Public Waters” means all water basins and watercourses described in Minn. Stat. Sect. 103G.005 subp. 15.

“Prohibited Waters” means Boundary Waters Canoe Area Wilderness; Voyageurs National Park; Kettle River from the site of the former dam at Sandstone to its confluence with the Saint Croix River; Rum River from Ogechie Lake spillway to the northernmost confluence with Lake Onamia; Lake Superior North of latitude 47 degrees, 57 minutes, 13 seconds; Lake Superior East of Hat Point; Lake Superior South of the Minnesota-Ontario boundary; Lake Superior West of the Minnesota-Michigan boundary; Boot Lake, Anoka County; Kettle River in sections 15, 22, 23, T 41 N, R 20, Pine County;

ROCHESTER TOWNSHIP STORMWATER MANAGEMENT ORDINANCE

Pennington Bog, Beltrami County; Purvis Lake-Ober Foundation, Saint Louis County; waters within the borders of Itasca Wilderness Sanctuary, Clearwater County; Iron Springs Bog, Clearwater County; Wolsfeld Woods, Hennepin County; Green Water Lake, Becker County; Blackdog Preserve, Dakota County; Prairie Bush Clover, Jackson County; Black Lake Bog, Pine County; Pembina Trail Preserve, Polk County; and Falls Creek, Washington County.

"Restricted Waters" means Lake Superior, except those portions identified as prohibited special waters in Section 7.2.1. above; the Mississippi River in those portions from Lake Itasca to the southerly boundary of Morrison County that are included in the Mississippi Headwaters Board comprehensive plan dated February 12, 1981; Saint Croix River, entire length; Cannon River from northern city limits of Faribault to its confluence with the Mississippi River; North Fork of the Crow River from Lake Koronis outlet to the Meeker-Wright county line; Kettle River from north Pine County line to the site of the former dam at Sandstone; Minnesota River from Lac que Parle dam to Redwood County State Aid Highway 11; Mississippi River from County State Aid Highway 7 bridge in Saint Cloud to northwestern city limits of Anoka; Rum River from State Highway 27 bridge in Onamia to Madison and Rice streets in Anoka; the Lake Trout Lakes identified in Minn. R. 7050.0335 including those inside the boundaries of the Boundary Waters Canoe Area Wilderness and Voyageurs National Park; and Calcareous Fens listed in Minn. R 7050.0335, subp. 1.

"Sediment Control" means methods employed to prevent suspended sediment in stormwater from leaving the site (e.g., silt fences, compost logs and storm drain inlet protection).

"Stabilize", "Stabilized", "Stabilization" means the exposed ground surface has been covered by appropriate materials such as mulch, staked sod, riprap, erosion control blanket, mats or other material that prevents erosion from occurring. Grass seeding, agricultural crop seeding, or other seeding alone is not stabilization. Mulch materials must achieve approximately 90 percent ground coverage (typically 2 ton/acre).

"Stormwater" means precipitation runoff, stormwater runoff, snowmelt runoff, and any other surface runoff and drainage.

"Structural Stormwater BMP" means a stationary and permanent BMP that is designed, constructed, and operated to prevent or reduce the discharge of pollutants in stormwater.

"Surface Water or Waters" means all streams, lakes, ponds, marshes, wetlands, reservoirs, springs, rivers, drainage systems, waterways, watercourses, and irrigation systems whether natural or artificial, public, or private, except that surface waters do not include stormwater treatment systems.

"Wetlands" (as defined in Minn. R. 7050.0186, subp. 1a.B.) means those areas that are inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support, and under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas. Constructed wetlands designed for wastewater treatment are not waters of the state. Wetlands must have the following attributes:

- 1) a predominance of hydric soils; and
- 2) inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support a prevalence of hydrophytic vegetation typically adapted for life in a saturated soil condition; and under normal circumstances support a prevalence of such vegetation. [Minn. R. 7050.0186, subp. 1a.B]

SECTION 1.3. WHEN A NPDES PERMIT IS REQUIRED AND PROOF OF COVERAGE

- a. **Must obtain a state permit.** The developer or owner of construction activity must apply for coverage under the Minnesota Pollution Control Agency's (MPCA's) Construction Stormwater Permit (Permit No: MNR100001). A Rochester Township grading permit will not be issued until coverage under the MPCA's Construction Stormwater Permit has been obtained by the applicant.
- b. **Other required permits.** For certain construction activity, various other permits may also be required. The developer or owner of construction activity is responsible for obtaining any other required permits from Rochester Township and other State, Federal, or local governmental agencies having any authority over the work to be performed. Typically, such agencies may include, but are not

DATED: DECEMBER 28, 2022

PAGE 6

ROCHESTER TOWNSHIP STORMWATER MANAGEMENT ORDINANCE

limited to, the U.S. Army Corps of Engineers, the Minnesota Pollution Control Agency, the Minnesota Department of Natural Resources, the Minnesota Department of Transportation, and the State Historical Preservation Office.

ARTICLE II CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

SECTION 2.0. SITE PLAN REVIEW

- a. The developer or owner of construction activity shall submit a copy of the site plan as part of the permit application for review and confirmation that ordinance requirements have been met.
- b. If the permit application is denied, and the developer or owner would like to proceed with the project, the developer or owner must revise the permit application, including the site plan, and resubmit.
- c. Once a permit has been issued/approved, the site plan becomes an enforceable document, and the developer or owner must comply with all requirements identified in the site plan. The developer or owner is also responsible for keeping the stormwater runoff control requirements identified in the site plan up to date.

SECTION 2.1 SITE PLAN REQUIREMENTS

- a. The site plan must include the following project information.
 - 1) Project name
 - 2) Location of the project
 - 3) Total acreage to be disturbed
 - 4) Names of the developer or owner responsible for the proposed construction activity
- b. The site plan must include the location, type, and narrative of the following best management practices (BMPs) consistent with standards identified in Section 3.2 (Best Management Practices (BMPs) Requirements)
 - 1) Down gradient sediment controls.
 - 2) Soil stabilization (temporary and permanent).
 - 3) Vehicle tracking.
 - 4) Inspection and maintenance schedules.
 - 5) Other BMPs as applicable:
 - i. Areas that are not to be disturbed.
 - ii. Phasing and stabilization BMPs for steep slopes.
 - iii. Temporary or permanent ditches or swales being used as sediment containment systems.
 - iv. Pipe outlet energy dissipation.
 - v. Buffer Zones including but not limited to:
 - a) A minimum of a 50-foot natural buffer.
 - b) A minimum of a 100-foot buffer zone from "other special waters", "prohibited waters", and "restricted waters" as defined.
 - vi. Inlet protection BMPs.
 - vii. Stockpile BMPs.
 - viii. Dewatering and basin draining.
 - ix. Temporary Sedimentation Basins consistent with standards identified in Section 3.3 (Design Criteria for Temporary Sediment Basins).
 - x. Pollution Prevention Management BMPs.
 - xi. Permanent Stormwater Management BMPs.

ROCHESTER TOWNSHIP STORMWATER MANAGEMENT ORDINANCE

SECTION 2.2 BEST MANAGEMENT PRACTICES (BMP) REQUIREMENTS

a. Erosion Prevention Practices

- 1) All areas not to be disturbed must be delineated before work begins.
- 2) All steep slopes must be identified in the site plan and disturbance of those steep slopes should be minimized. If steep slopes must be disturbed, techniques such as phasing and stabilization practices designed for steep slopes (e.g., slope draining and terracing) must be implemented.
- 3) All exposed soil areas, including stockpiles, must be stabilized.
 - i. Stabilization must be initiated immediately to limit soil erosion when construction activity has permanently or temporarily ceased on any portion of the site and will not resume for a period exceeding 14 calendar days (or seven (7) calendar days on a project that is within one mile (aerial radius measurement) of, and flows to, one or more of the following: "impaired waters", "other special waters", "prohibited waters", and/or "restricted waters" as defined).
 - ii. Stabilization must be completed no later than 14 calendar days after the construction activity has ceased (or seven (7) calendar days on a project that is within one mile (aerial radius measurement) of, and flows to, one or more of the following: "impaired waters", "other special waters", "prohibited waters", and/or "restricted waters" as defined).
 - iii. Stabilization is not required on constructed base components of roads, parking lots and similar surfaces.
 - iv. Stabilization is not required on temporary stockpiles without significant silt, clay or organic components (e.g., clean aggregate stockpiles, demolition concrete stockpiles, sand stockpiles) but permittees must provide sediment controls at the base of the stockpile.
- 4) All exposed soil areas within 200 feet of the water's edge, and that drain to Public Waters that the Minnesota DNR has promulgated "work in water restrictions" during specified fish spawning time frames, must be stabilized within 24 hours during the restriction period.
- 5) The normal wetted perimeter of the last 200 linear feet of temporary or permanent drainage ditches or swales that drain water from the site must be stabilized within 24 hours after connecting to a surface water or property edge.
- 6) Stabilization of remaining portions of temporary or permanent ditches or swales must be completed within 14 calendar days after connecting to a surface water or property edge and after construction in that portion of the ditch temporarily or permanently ceases.
- 7) Temporary or permanent ditches or swales being used as a sediment containment system during construction (with properly designed rock-ditch checks, bio rolls, silt dikes, etc.) do not need to be stabilized. Stabilization of these areas must be completed within 24 hours after their use as a sediment containment system ceases.
- 8) Mulch, hydromulch, tackifier, polyacrylamide or similar erosion prevention practices must not be used within any portion of the normal wetted perimeter of a temporary or permanent drainage ditch or swale section with a continuous slope of greater than 2 percent.
- 9) Temporary or permanent energy dissipation must be provided at all pipe outlets within 24 hours after connection to a surface water or permanent stormwater treatment system.
- 10) No more land can be disturbed (i.e., phasing) than can be effectively inspected and maintained in accordance with inspection and maintenance requirements. Street sweeping must be used if vehicle tracking BMPs are not adequate to prevent sediment tracking onto the street.

b. Sediment Control Practices

- 1) Sediment control BMPs must be established on all downgradient perimeters of the site and downgradient areas of the site that drain to any surface water, including curb and gutter systems.
- 2) Sediment control practices must be located upgradient of any buffer zones.
- 3) Sediment control practices must be installed before any upgradient land-disturbing activities

ROCHESTER TOWNSHIP STORMWATER MANAGEMENT ORDINANCE

begin and must be kept in place until permanent cover is established.

- 4) If downgradient sediment controls are overloaded, based on frequent failure or excessive maintenance requirements, additional upgradient sediment control practices or redundant BMPs must be installed to eliminate the overloading. The site plan must be amended to identify these additional practices.
- 5) Temporary or permanent drainage ditches and sediment basins designed as part of a sediment containment system (e.g., ditches with rock-check dams) require sediment control practices only as appropriate for site conditions.
- 6) A floating silt curtain placed in the water is not a sediment control BMP to satisfy perimeter control in this part except when working on a shoreline or below the waterline. When applicable, after the short-term construction activity (e.g., installation of rip rap along the shoreline) in that area is complete, upland perimeter control practices must immediately be installed if exposed soils still drain to a surface water.
- 7) All sediment control practices adjusted or removed to accommodate short-term activities such as clearing or grubbing, or passage of vehicles, must be re-installed immediately after the short-term activity is completed. All sediment control practices must be re-installed before the next precipitation event even if the short-term activity is not complete.
- 8) All storm drain inlets must be protected using appropriate BMPs during construction until permanent cover has been established on all areas with potential for discharging to the inlet.
- 9) Inlet protection for a particular inlet may be removed if a specific safety concern (e.g. street flooding/freezing) is identified. The need for removal must be documented in the site plan.
- 10) Silt fence or other effective sediment controls must be provided at the base of stockpiles on the downgradient perimeter.
- 11) All stockpiles must be located outside of natural buffers or surface waters, including stormwater conveyances such as curb and gutter systems unless there is a bypass in place for the stormwater.
- 12) Vehicle tracking BMPs must be located to minimize the track out of sediment from the construction site or onto paved roads within the site.
- 13) Street sweeping must be used if vehicle tracking BMPs are not adequate to prevent sediment tracking onto the street.
- 14) Temporary sediment basins must be installed consistent with standards identified in Section 3.3 (Design Criteria for Temporary Sediment Basins).
- 15) In any areas of the site where final vegetative stabilization will occur, vehicle and equipment use must be restricted to minimize soil compaction.
- 16) Topsoil must be preserved on the site.
- 17) Discharges from BMPs must be directed to vegetated areas unless infeasible.
- 18) A 50-foot natural buffer must be preserved or, if a buffer is infeasible on the site, redundant (double) perimeter sediment controls must be provided when a surface water is located within 50 feet of the project's earth disturbances and stormwater flows to the surface water.
 - i. Permittees must install perimeter sediment controls at least 5 feet apart unless limited by lack of available space.
 - ii. Natural buffers are not required adjacent to road ditches, judicial ditches, county ditches, stormwater conveyance channels, storm drain inlets, and sediment basins.
 - iii. If preserving the buffer is infeasible, the reasons must be documented in the site plan.
 - iv. Sheet piling is a redundant perimeter control if installed in a manner that retains all Stormwater.
- 19) An undisturbed buffer zone of not less than 100 linear feet must be included on a project that is

ROCHESTER TOWNSHIP STORMWATER MANAGEMENT ORDINANCE

within one mile (aerial radius measurement) of, and flows to “other special waters”, “prohibited waters”, and/or “restricted waters” as defined.

- i. The buffer zone must be maintained at all times, both during construction and as a permanent feature post construction, except where a water crossing or other encroachment is necessary to complete the project.
 - ii. If buffer encroachment is necessary, the circumstance, reasons, and restoration activities must be fully documented in the site plan.
 - iii. All potential water quality, scenic and other environmental impacts of the encroachments must be minimized by the use of additional or redundant (double) BMPs. Additional or redundant BMPs must be documented in the site plan.
- 20) Polymers, flocculants, or other sedimentation treatment chemicals must be used in accordance with accepted engineering practices, dosing specifications and sediment removal design specifications provided by the manufacturer or supplier.
- 21) Conventional erosion and sediment controls must be used prior to chemical addition and must direct treated stormwater to a sediment control system for filtration or settlement of the floc prior to discharge.
- c. Dewatering and Basin Draining
 - 1) Turbid or sediment-laden waters related to dewatering or basin draining (e.g., pumped discharges, trench/ditch cuts for drainage) must be discharged to a temporary or permanent sediment basin on the project site unless infeasible.
 - 2) Dewatering to surface waters may be conducted if visual checks are completed to ensure adequate treatment has been obtained and nuisance conditions (see Minn. R. 7050.0210, subp. 2) will not result from the discharge.
 - 3) If turbid or sediment-laden water cannot be discharged to a sedimentation basin prior to entering a surface water, the discharge must be treated with appropriate BMPs such that the discharge does not adversely affect the surface water or downstream properties.
 - 4) An oil-water separator or suitable filtration device (e.g., cartridge filters, absorbents pads) must be used prior to discharge of water containing oil or grease.
 - 5) Water from dewatering or basin-draining activities must be discharged in a manner that does not cause erosion or scour in the immediate vicinity of discharge points.
 - 6) Dewatering or basin-draining activities cannot cause inundation of wetlands that causes significant adverse impact to the wetland in the immediate vicinity of discharge points.
 - 7) If filters with backwash water are used, all backwash must be hauled away for disposal, returned to the beginning of the treatment process, or incorporated into the site in a manner that does not cause erosion.
- d. Inspection and Maintenance
 - 1) A trained person must inspect the entire construction site at least once every seven (7) days during active construction, or every three (3) calendar days on a project that is within one mile (aerial radius measurement) of, and flows to a “prohibited waters” as defined, and within 24 hours after a rainfall event greater than 1/2 inch in 24 hours.
 - 2) All permanent stormwater treatment BMPs must be inspected and maintained.
 - 3) All erosion prevention and sediment control BMPs and Pollution Prevention Management Measures must be inspected to ensure integrity and effectiveness.
 - 4) All nonfunctional BMPs must be repaired, replaced, or supplemented with functional BMPs by the end of the next business day after discovery unless another time frame is specified below. Additional time, if field conditions prevent access to the area, may be taken.
 - 5) Surface waters, including drainage ditches and conveyance systems, but not curb and gutter

ROCHESTER TOWNSHIP STORMWATER MANAGEMENT ORDINANCE

systems, must be inspected for evidence of erosion and sediment deposition.

- i. All deltas and sediment deposited in surface waters, including drainage ways, catch basins, and other drainage systems must be removed.
 - ii. All areas where sediment removal resulted in exposed soils must be restabilized. Removal and stabilization must be completed within seven (7) calendar days of discovery unless precluded by legal, regulatory, or physical access constraints.
 - iii. All reasonable efforts to obtain access must be used.
 - iv. If precluded, removal and stabilization must take place within seven (7) days of obtaining access.
 - v. Contact all local, regional, state and federal authorities and receive any applicable permits, prior to conducting any work in surface waters.
- 6) Construction site vehicle exit locations, streets and curb and gutter systems within and adjacent to the project must be inspected for sedimentation from erosion or tracked sediment from vehicles.
 - i. Sediment must be removed from all paved surfaces within one (1) calendar day of discovery or, if applicable, within a shorter time to avoid a safety hazard to users of public streets.
- 7) Perimeter control devices must be repaired, replaced, or supplemented when they become nonfunctional, or the sediment reaches 1/2 of the height of the device.
- 8) Temporary and permanent sedimentation basins must be drained and sediment removed when the depth of sediment collected in the basin reaches 1/2 the storage volume.
- 9) At least one individual present on the site (or available to the project site in three (3) calendar days) must be trained in the job duties of overseeing the implementation of, revising and/or amending the site plans and performing inspections for the project.
- 10) Inspection schedules may be adjusted as follows:
 - i. Inspections of areas with permanent cover can be reduced to once per month, even if construction activity continues on other portions of the site;
 - ii. where sites have permanent cover on all exposed soil and no construction activity is occurring anywhere on the site, inspections can be reduced to once per month and, after 12 months, may be suspended completely until construction activity resumes. Rochester Township may require inspections to resume if conditions warrant; or
 - iii. where construction activity has been suspended due to frozen ground conditions, inspections may be suspended. Inspections must resume within 24 hours of runoff occurring, or upon resuming construction, whichever comes first.
- 11) Inspections and maintenance activities must be recorded within 24 hours of being conducted and these records must be retained with the site plan. These records must include:
 - i. Date and time of inspections.
 - ii. Name of person(s) conducting inspections.
 - iii. Accurate findings of inspections, including the specific location where corrective actions are needed.
 - iv. Corrective actions taken (including dates, times, and party completing maintenance activities).
 - v. Date of all rainfall events greater than 1/2 inches in 24 hours, and the amount of rainfall for each event. Rainfall amounts must be obtained by either a properly maintained rain gauge installed onsite, a weather station that is within one (1) mile of the site's location, or a weather reporting system that provides site specific rainfall data from radar summaries.

ROCHESTER TOWNSHIP STORMWATER MANAGEMENT ORDINANCE

- vi. Observed discharges must be recorded, Discharges should be photographed, and the location of the discharge described (i.e., color, odor, settled or suspended solids, oil sheen, and other obvious indicators of pollutants).
 - vii. Any amendments to the site plan proposed as a result of the inspection must be documented within seven (7) calendar days.
- e. Pollution Prevention Management Measures
- 1) Building products and landscape materials must be placed under cover (e.g., plastic sheeting or temporary roofs) or protected by similarly effective means as designed to minimize contact with Stormwater.
 - 2) Products which are either not a source of contamination to Stormwater or designed to be exposed to Stormwater are not required to be covered or protected.
 - 3) Pesticides, herbicides, fertilizers and treatment chemicals must be placed under cover (e.g., plastic sheeting or temporary roofs) or protected by similarly effective means designed to minimize contact with Stormwater.
 - 4) Hazardous materials and toxic waste (including oil, diesel fuel, gasoline, hydraulic fluids, paint solvents, petroleum-based products, wood preservatives, additives, curing compounds, and acids) must be stored in sealed containers to prevent spills, leaks or other discharge.
 - 5) Hazardous materials must be stored and disposed of in accordance with Minn. R. ch. 7045.
 - 6) Solid waste must be stored, collected, and disposed of in accordance with Minn. R. ch. 7035.
 - 7) Portable toilets must be positioned so that they are secure and will not tip or be knocked over.
 - 8) Sanitary waste from the portable toilets must be properly disposed in accordance with Minn. R. ch. 7041.
 - 9) Reasonable steps must be taken to prevent the discharge of spilled or leaked chemicals, including fuel, from any area where chemicals or fuel will be loaded or unloaded including the use of drip pans or absorbents unless infeasible.
 - i. Adequate supplies must be available at all times to clean up discharged materials and an appropriate disposal method must be available for recovered spilled materials.
 - ii. Spills must be immediately reported and cleaned up as required by Minn. Stat. Sect. 115.061, using dry clean up measures where possible.
 - 10) Limit vehicle exterior washing and equipment to a defined area of the site.
 - i. Runoff from the washing area must be contained in a sediment basin or other similarly effective controls.
 - ii. Waste from the washing activity must be disposed of properly.
 - iii. Soaps, detergents, and solvents must be properly used and stored.
 - 11) Liquid and solid wastes generated by washout operations (e.g., concrete, stucco, paint, form release oils, curing compounds and other construction materials) related to the construction activity must be contained and not contact the ground. A sign, indicating the location of a washout facility, must be installed.
- f. Termination Conditions
- 1) All construction activity must be completed, and permanent cover must be installed over all areas.
 - i. Permanent cover must consist of a uniform perennial vegetation with a density of 70 percent of its expected final growth.
 - ii. Vegetation is not required where the function of a specific area dictates no vegetation, such as impervious surfaces or the base of a sand filter.

ROCHESTER TOWNSHIP STORMWATER MANAGEMENT ORDINANCE

- 2) Permanent stormwater treatment system must be cleaned of any accumulated sediment.
 - i. The system must meet all applicable requirements and operate as designed.
- 3) Sediment must be removed from conveyance system(s).
- 4) Temporary synthetic erosion prevention and sediment control BMPs must be removed. BMPs designed to decompose on-site may be left in place.
- 5) For residential construction only, permit coverage may be terminated on individual lots if:
 - i. The structure(s) are finished;
 - ii. Temporary erosion prevention and downgradient perimeter controls are complete; and
 - iii. The residence is sold to the homeowner.
- 6) For construction projects on agricultural land (e.g., pipelines across cropland), the disturbed land must be returned to its preconstruction agricultural use.

SECTION 2.3 DESIGN CRITERIA FOR TEMPORARY SEDIMENT BASINS

- a. Where 10 or more acres of disturbed soil drain to a common location or where 5 or more acres of undisturbed soil drain to a common location on the project that is within one mile (aerial radius measurement) of an "impaired waters", "other special waters", "prohibited waters", and/or "restricted waters" as defined, the applicant must provide a basin to provide treatment of the runoff before it leaves the construction site or enters surface waters.
- b. Temporary sediment basins may be converted to a permanent basin after construction is complete.
- c. Temporary basins may be removed when permanent cover has reduced the acreage of disturbed soils to less than 10 (or 5 when applicable) acres draining to a common location.
- d. Must provide live storage for a calculated volume of runoff from a two (2) year, 24-hour storm from each acre drained to the basin, except that in no case shall the basin provide less than 1,800 cubic feet of live storage per acre drained to the basin.
- e. Where the two (2)-year, 24-hour storm runoff amount is not calculated, the temporary sediment basin must provide 3,600 cubic feet of live storage per acre of the basins' drainage area.
- f. Outlets must be designed to prevent short-circuiting and the discharge of floating debris.
- g. The outlet structure must be designed to withdraw water from the surface to minimize the discharge of pollutants. The use of a surface withdrawal mechanism may be temporarily suspended during frozen conditions. The basin must include a stabilized emergency overflow to prevent failure of pond integrity.
- h. Energy dissipation must be provided for the basin outlet within 24 hours after connection to a surface water.
- i. Temporary sediment basins must be situated outside of surface waters and include a buffer zone not less than 100 linear feet from special waters.
- j. The temporary basins must be constructed and made operational prior to disturbing 10 or more acres of soil draining to a common location.
- k. Where a temporary sediment basin meeting the above requirements is infeasible, effective sediment controls such as smaller sediment basins, and/or sediment traps, silt fences, vegetative buffer strips, or any appropriate combination of measures must be installed as dictated by individual site conditions, including all down-slope boundaries and side-slope boundaries. In determining whether installing a sediment basin is infeasible, the owner/operator(s) must consider public safety and may consider factors such as site soils, slope, and available area on site. The determination of infeasibility must be documented in the site plan.

ARTICLE III POST-CONSTRUCTION STORMWATER MANAGEMENT

SECTION 3.0 SUBMITTAL OF SITE PLANS CONSISTING OF POST-CONSTRUCTION PLANS

- a. Site plans must be submitted for review and confirmation that ordinance requirements have been met, prior to start of construction activity.
- b. Site plans must consist of:
 - 1) All calculations for the permanent stormwater treatment system.
 - 2) The water quality volume that will be treated through volume reduction practices.
 - 3) Rationale and documentation supporting the location of any off-site permanent stormwater treatment projects.
 - 4) If applicable, the amount paid to Rochester Township in lieu of off-site treatment under Section 4.1.g.4.
 - 5) All legal mechanisms related to Section 4.2 (Long-term Maintenance).

SECTION 3.1 POST-CONSTRUCTION STORMWATER MANAGEMENT BMPS MUST MEET THE FOLLOWING CRITERIA:

- a. Designed with accepted engineering practices and in accordance with Section 4.3 (Permanent Stormwater Management System Design Criteria).
- b. Treat the water quality volume on any project where the sum of the new impervious surface and the fully reconstructed impervious surface equals one or more acres.
- c. For non-linear projects, water quality volume (calculated as an instantaneous volume) must be calculated as one (1) inch times the sum of the new and the fully reconstructed impervious surface.
- d. For linear projects, water quality volume (calculated as an instantaneous volume) must be calculated as the larger of one (1) inch times the new impervious surface or one-half (0.5) inch times the sum of the new and the fully reconstructed impervious surface. Where the entire water quality volume cannot be treated within the existing right-of-way, a reasonable attempt to obtain additional right-of-way, easement, or other permission to treat the stormwater during the project planning process must be made. Volume reduction practices must be considered first, as described in Section 4.1.e. Volume reduction practices are not required if the practices cannot be provided cost effectively. If additional right-of-way, easements, or other permission cannot be obtained, the owner/operator of construction activity must maximize the treatment of the water quality volume prior to discharge from Rochester Township's MS4.
- e. Volume reduction practices (e.g., infiltration or other) to retain the water quality volume on-site must be considered first when designing the permanent stormwater treatment system. Wet sedimentation basins and filtration systems are not considered volume reduction practices. If infiltration is prohibited, as described in Section 4.3.a.15) (Infiltration System), other volume reduction practices, a wet sedimentation basin, or a filtration basin may be considered.
- f. For discharges to a trout stream, the system must be designed so the discharge from the project minimizes any increase in the temperature of trout streams resulting from the one (1) or two (2) year 24-hour precipitation events. This includes all tributaries of designated trout streams located within the same Public Land Survey System (PLSS) Section. The design must incorporate one or more of the following measures, in order of preference:
 - 1) Provide stormwater infiltration or other volume reduction practices as described in Section 4.1.c., 4.1.d., and 4.1.e. above, to reduce runoff. Infiltration systems must discharge all stormwater routed to the system within 24 hours.
 - 2) Provide stormwater filtration as described in Section 4.3.b. (Filtration System). Filtration systems must discharge all stormwater routed to the system within 24 hours.
 - 3) Minimize the discharge from connected impervious surfaces by discharging to vegetated areas, or grass swales, and through the use of other non-structural controls.

ROCHESTER TOWNSHIP STORMWATER MANAGEMENT ORDINANCE

- 4) If ponding is used, the design must include an appropriate combination of measures such as shading, vegetated swale discharges or constructed wetland treatment cells that limit temperature increases. The pond must be designed as a dry pond and should draw down in 24 hours or less.
 - 5) Other methods that minimize any increase in the temperature of the trout stream.
- g. Off-site Treatment
- 1) For non-linear projects, where the water quality volume cannot cost effectively be treated on the site of the original construction activity, the remaining water quality volume must be addressed through off-site treatment and meet the following requirements (must be selected in the following order of preference):
 - i. Locations that yield benefits to the same receiving water that receives runoff from the original construction activity.
 - ii. Locations within the same DNR catchment area as the original construction activity.
 - iii. Locations in the next adjacent DNR catchment area up-stream.
 - iv. Locations anywhere within Rochester Township's jurisdiction.
 - 2) Off-site treatment projects must involve the creation of new structural stormwater BMPs or the retrofit of existing structural stormwater BMPs, or the use of a properly designed regional structural stormwater BMP. Routine maintenance of structural stormwater BMPs owned or operated by Rochester Township cannot be used to meet this requirement.
 - 3) Off-site treatment projects must be completed no later than 24 months after the start of the original construction activity.
 - 4) The applicant may provide payment to Rochester Township in lieu of off-site treatment.

SECTION 3.2 LONG-TERM MAINTENANCE

- a. The developer or owner must enter into a long-term maintenance agreement with Rochester Township that documents all responsibilities for long-term operation and maintenance of stormwater treatment practices that are not owned or operated by Rochester Township. At a minimum, the long-term maintenance agreement must include provisions that:
- 1) Allow Rochester Township to conduct inspections of structural stormwater BMPs not owned or operated by Rochester Township, perform necessary maintenance, and assess costs for those structural stormwater BMPs when Rochester Township determines the owner of that structural stormwater BMP has not ensured proper function.
 - 2) Are designed to preserve Rochester Township's right to ensure maintenance responsibility, for structural stormwater BMPs not owned or operated by Rochester Township, when those responsibilities are legally transferred to another party.
 - 3) Are designed to protect/preserve structural stormwater BMPs. If structural stormwater BMPs change, causing decreased effectiveness, new, repaired, or improved structural stormwater BMPs must be implemented to provide equivalent treatment to the original BMP.

SECTION 3.3 PERMANENT STORMWATER MANAGEMENT SYSTEM DESIGN CRITERIA

- a. Infiltration Systems
- 1) Infiltration options include, but are not limited to: infiltration basins, infiltration trenches, rainwater gardens, bioretention areas without underdrains, swales with impermeable check dams, and natural depressions.
 - 2) To determine if an infiltration system is suitable, either the MPCA's contamination screening checklist must be completed, or an assessment must be conducted. The checklist or assessment must be documented in the site plan. For more information and to access the MPCA's "contamination screening checklist" see the Minnesota Stormwater Manual.
 - 3) Must be designed such that pre-existing hydrologic conditions of wetlands in the vicinity are not impacted (e.g., inundation or breaching a perched water table supporting a wetland).

ROCHESTER TOWNSHIP STORMWATER MANAGEMENT ORDINANCE

- 4) Must not be excavated to final grade, or within three (3) feet of final grade, until the contributing drainage area has been constructed and fully.
- 5) When excavating to within three (3) feet of final grade, the developer or owner must stake off and mark the area, so heavy construction vehicles or equipment do not compact the soil in the infiltration area.
- 6) When excavating to within three (3) feet of final grade, the developer or owner must stake off and mark the area, so heavy construction vehicles or equipment do not compact the soil in the infiltration area.
- 7) A pretreatment device such as a vegetated filter strip, forebay, or water quality inlet (e.g., grit chamber) to remove solids, floating materials, and oil and grease from the runoff to the maximum extent practicable, must be used before the system routes stormwater to the infiltration system.
- 8) Designed to provide a water quality volume as described in Section 4.1.c. and 4.1.d.
- 9) Designed to discharge all stormwater (including stormwater in excess of the water quality volume) routed to the system through the uppermost soil surface or engineered media surface within 48 hours. Additional flows that cannot infiltrate within 48 hours must bypass the system through a stabilized discharge point.
- 10) Must provide a means to visually verify the infiltration system is discharging through the soil surface or filter media surface within 48 hours or less.
- 11) Must provide at least one soil boring, test pit or infiltrometer test in the location of the infiltration practice for determining infiltration rates.
- 12) For design purposes, divide field measured infiltration rates by 2 as a safety factor or use soil-boring results with the infiltration rate chart in the Minnesota Stormwater Manual to determine design infiltration rates. When soil borings indicate type A soils, field measurements should be performed to verify the rate is not above 8.3 inches per hour.
- 13) Must employ appropriate on-site testing to ensure a minimum of three (3) feet of separation from the seasonally saturated soils (or from bedrock) and the bottom of the proposed infiltration system.
- 14) Must design a maintenance access, typically eight (8) feet wide.
- 15) Infiltration Systems are prohibited in the following areas (See "higher level of engineering review" in the Minnesota Stormwater Manual for more information):
 - i. Areas that that receive runoff from vehicle fueling and maintenance areas.
 - ii. Areas where infiltrating stormwater may mobilize high levels of contaminants in soil or groundwater.
 - iii. Areas where soil infiltration rates are field measured at more than 8.3 inches per hour unless the soils are amended to slow the infiltration rate below 8.3 inches per hour.
 - iv. Areas with less than three (3) feet of separation distance from the bottom of the infiltration system to the elevation of the seasonally saturated soils or the top of bedrock.
 - v. Areas of predominately Hydrologic Soil Group type D soils (clay).
 - vi. Within a Drinking Water Supply Management Area (DWSMA) as defined in Minn. R. 4720.5100, subp. 13, if the system will be located:
 - a) In an Emergency Response Area (ERA) within a DWSMA classified as having high or very high vulnerability as defined by the Minnesota Department of Health; or
 - b) In an ERA within a DWSMA classified as moderate vulnerability unless a higher level of engineering review sufficient to provide a functioning treatment system and to prevent adverse impacts to groundwater has been approved by Rochester Township; or
 - c) Outside of an ERA within a DWSMA classified as having high or very high vulnerability unless a higher level of engineering review sufficient to provide a

ROCHESTER TOWNSHIP STORMWATER MANAGEMENT ORDINANCE

functioning treatment system and to prevent adverse impacts to groundwater has been approved by Rochester Township.

- vii. Areas within 1,000 feet upgradient or 100 feet downgradient of active karst features.
- viii. Areas that receive runoff from the following industrial facilities not authorized to infiltrate stormwater under the NPDES stormwater permit for industrial activities:
 - a) automobile salvage yards.
 - b) scrap recycling and waste recycling facilities.
 - c) hazardous waste treatment, storage, or disposal facilities.
 - d) wood preserving facilities.
 - e) air transportation facilities that conduct deicing activities.

b. Filtration Systems

- 1) Filtration options include, but are not limited to, sand filters with underdrains, biofiltration areas, swales using underdrains with impermeable check dams, and underground sand filters.
- 2) Must not install filter media until the contributing drainage area is constructed and fully stabilized unless they provide rigorous erosion prevention and sediment controls (e.g., diversion berms) to keep sediment and runoff completely away from the filtration area.
- 3) Designed to remove at least 80 percent of TSS.
- 4) Must use a pretreatment device such as a vegetated filter strip, small sedimentation basin, water quality inlet, forebay or hydrodynamic separator to remove settleable solids, floating materials, and oils and grease from the runoff to the maximum extent practicable, before runoff enters the filtration system.
- 5) Designed to provide a water quality volume as described in Section 4.1.c. and 4.1.d.
- 6) Designed to discharge all stormwater (including stormwater in excess of the water quality volume) routed to the system through the uppermost soil surface or engineered media surface within 48 hours. Additional flows that the system cannot filter within 48 hours must bypass the system or discharge through an emergency overflow.
- 7) Designed to provide a means to visually verify the system is discharging through the soil surface or filter media within 48 hours.
- 8) Designed to provide a means to visually verify the system is discharging through the soil surface or filter media within 48 hours.
- 9) Employ appropriate on-site testing to ensure a minimum of three (3) feet of separation between the seasonally saturated soils (or from bedrock) and the bottom of the proposed filtration system.
- 10) Construct with an impermeable liner when the system has less than three (3) feet of separation between seasonally saturated soils or bedrock.
- 11) Designed with a maintenance access, typically eight (8) feet wide.

c. Wet Sedimentation Basins

- 1) Permanent volume of 1,800 cubic feet of storage below the outlet pipe for each acre that drains to the basin.
- 2) Permanent volume must reach a minimum depth of at least three (3) feet and must have no depth greater than 10 feet.
- 3) Must be configured to minimize scour or resuspension of solids.
- 4) In addition to the permanent volume, the basin must provide the water quality volume as live storage. Water quality volume is described in Section 4.1.c. and 4.1.d.
- 5) Water quality volume discharges at no more than 5.66 cubic feet per second (cfs) per acre of surface area of the basin.

ROCHESTER TOWNSHIP STORMWATER MANAGEMENT ORDINANCE

- 6) Designed to prevent short-circuiting and the discharge of floating debris.
 - 7) Basin outlets must have energy dissipation.
 - 8) Must include a stabilized emergency overflow to accommodate storm events in excess of the basin's hydraulic design.
 - 9) Must have a maintenance access, typically eight (8) feet wide, for the basin.
 - 10) Must be located outside of surface waters and any buffer zones identified in Section 3.2.b. (Sediment Control Practices).
 - 11) Permittees must design basins using an impermeable liner if located within active karst terrain.
- d. Regional Wet Sedimentation Basins
- 1) When the entire water quality volume cannot be retained onsite, regional wet sedimentation basins can be used or created, provided they are constructed basins, not a natural wetland or water body.
 - 2) The regional basin conforms to all requirements for a wet sedimentation basin as described in Section 3.2.c. (Wet Sedimentation Basin)
 - 3) Must be large enough to account for the entire area that drains to the basin.
 - 4) Waterways between the project and the regional basin must not be significantly degraded.
 - 5) Written authorization from Rochester Township or private entity that owns and maintains the regional basin.

ROCHESTER TOWNSHIP STORMWATER MANAGEMENT ORDINANCE

ARTICLE IV RIGHT OF ENTRY

- a. The developer or owner must allow Rochester Township and their authorized representatives to enter all properties at any reasonable time for the purposes of inspection, observation, measurement, sampling and testing pertinent to discharge to the MS4 as often as may be reasonably necessary to determine compliance. These activities include, but are not limited to, the following:
 - 1) Conducting investigations or surveys.
 - 2) Examining and copying any books, papers, records, or memoranda pertaining to activities or records required to be kept under the terms and conditions of the permitted activity.
 - 3) Inspecting the requirements of this ordinance.
 - 4) Sampling and monitoring any items or activities pertaining to this ordinance.

ROCHESTER TOWNSHIP STORMWATER MANAGEMENT ORDINANCE

ARTICLE V VIOLATIONS/PENALTY/ENFORCEMENT

- a. **Enforcement powers:** When a/an developer or owner fails to conform to any provision of this ordinance within the time stipulated, Rochester Township may take the following actions:
- 1) Issue a stop work order, withhold the scheduling of inspections, and/or withhold the issuance of a Certificate of Occupancy.
 - 2) Suspend or revoke any permit issued by Rochester Township to the owner/operator for the site in question or any other of the owner/operator' sites within the *Rochester Township's* jurisdiction.
 - 3) If circumstances exist such that noncompliance with this ordinance poses an immediate danger to the public health, safety, and welfare, as determined by Rochester Township, Rochester Township may take emergency preventative action to correct the deficiency or hire an independent contractor to correct the deficiency. The issuance of a permit constitutes a right-of-entry for Rochester Township to enter upon the site for the purpose of correcting deficiencies.
 - 4) Require reimbursement to Rochester Township for all costs incurred in correcting stormwater pollution control deficiencies. If payment is not made within 30 days after costs are incurred by Rochester Township, then Rochester Township may assess the remaining amount against the property. As a condition of the permit, the developer or owner shall waive notice of any assessment hearing to be conducted by Rochester Township, agree that the benefit to the property exceeds the amount of the proposed assessment, and waive all rights by virtue of Minnesota Statute 429.081 to challenge the amount or validity of such assessment costs related to cleanup or corrective actions taken by Rochester Township.

**ILLICIT DISCHARGE DETECTION
AND ELIMINATION (IDDE)
ORDINANCE
FOR
ROCHESTER TOWNSHIP
OLMSTED COUNTY
MINNESOTA**

DATED December 28, 2022

ROCHESTER TOWNSHIP IDDE ORDINANCE

TABLE OF CONTENTS

ARTICLE I	STATUTORY AUTHORIZATION AND PURPOSE	3
Section 1.0.	STATUTORY AUTHORIZATION.....	3
Section 1.1.	PURPOSE/OBJECTIVES/APPLICABILITY.....	3
Section 1.2.	DEFINITIONS	3
Section 1.3.	RESPONSIBILITY/SEVERABILITY.....	4
ARTICLE II	DISCHARGE PROHIBITIONS.....	6
Section 2.0	PROHIBITION OF ILLEGAL DISCHARGES	6
Section 2.1	PROHIBITION OF ILLICIT CONNECTIONS.....	6
Section 2.2	SUSPENSION OF MS4 ACCESS	6
Section 2.3	INDUSTRIAL OR CONSTRUCTION ACTIVITY DISCHARGES.....	6
ARTICLE III	PREVENTATIVE PRACTICES.....	8
Section 3.0.	MONITORING OF DISCHARGES.....	8
Section 3.1	REQUIREMENT TO PREVENT, CONTROL, AND REDUCE STORM WATER POLLUTANTS BY THE USE OF BEST MANAGEMENT PRACTICES	8
Section 3.2	WATERCOURSE PROTECTION.....	9
Section 3.3	NOTIFICATION OF SPILLS	9
ARTICLE IV	VIOLATIONS/PENALTY/ENFORCEMENT	10
Section 4.0	NOTICE OF VIOLATION	10
Section 4.1	APPEAL OF NOTICE OF VIOLATION	10
Section 4.2	ENFORCEMENT MEASURES AFTER APPEAL	10
Section 4.3	COST OF ABATEMENT OF THE VIOLATION	10
Section 4.4	INJUNCTIVE RELIEF	10
Section 4.5.	COMPENSATORY ACTION.....	11
Section 4.6.	VIOLATIONS DEEMED A PUBLIC NUISANCE.....	11
Section 4.7.	CRIMINAL PROSECUTION	11
Section 4.8.	REMEDIES NOT EXCLUSIVE	11

ROCHESTER TOWNSHIP IDDE ORDINANCE

ARTICLE I STATUTORY AUTHORIZATION AND PURPOSE

SECTION 1.0. STATUTORY AUTHORIZATION

- a. **Statutory authority.** Minn. Stat. ch. 462 and 467 authorizes Rochester Township to adopt land use regulations.
- b. **Most restrictive law applies.** In the event of any conflict between provisions of this chapter or other regulations adopted by Rochester Township, the State of Minnesota, or Federal authorities, watershed district or watershed management organization, the more restrictive standard shall prevail.

SECTION 1.1. PURPOSE/OBJECTIVES/APPLICABILITY

- a. **Purpose.** The purpose of this ordinance is to provide for the health, safety, and general welfare of the citizens of Rochester Township through the regulation of non-storm water discharges to the storm drainage system to the maximum extent practicable as required by federal and state law. This ordinance establishes methods for controlling the introduction of pollutants into the municipal separate storm sewer system (MS4) to comply with requirements of the National Pollutant Discharge Elimination System (NPDES) permit process.
- b. **Objectives.** The objectives of this ordinance are:
 - 1) To regulate the contribution of pollutants to the municipal separate storm sewer system (MS4) by stormwater discharges by any user.
 - 2) To prohibit Illicit Connections and Discharges to the municipal separate storm sewer system.
 - 3) To establish legal authority to carry out all inspection, surveillance, and monitoring procedures necessary to ensure compliance with this ordinance.
- c. **Applicability.** This ordinance shall apply to all water entering the storm drain system generated on any developed and undeveloped lands unless explicitly exempted by the Township Zoning Administrator.

SECTION 1.2. DEFINITIONS

For the purposes of this ordinance, the following shall mean:

“Best Management Practices (BMPs)” means schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention and educational practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants directly or indirectly to stormwater, receiving waters, or stormwater conveyance systems. BMPs also include treatment practices, operating procedures, and practices to control site runoff, spillage or leaks, sludge or water disposal, or drainage from raw materials storage.

“Clean Water Act” means the federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), and any subsequent amendments thereto.

“Construction Activity” means activities subject to NPDES Construction Permits. Currently these include construction projects resulting in land disturbance of 5 acres or more. Beginning in March 2003, NPDES Storm Water Phase II permits will be required for construction projects resulting in land disturbance of 1 acre or more. Such activities include but are not limited to clearing and grubbing, grading, excavating, and demolition.

“Hazardous Materials” means any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

“Illegal Discharge” means any direct or indirect non-storm water discharge to the storm drain system, except as exempted in Section 2.0 of this ordinance.

ROCHESTER TOWNSHIP IDDE ORDINANCE

“Illicit Connections”: An illicit connection is defined as either of the following:

Any drain or conveyance, whether on the surface or subsurface, which allows an illegal discharge to enter the storm drain system including but not limited to any conveyances which allow any non-storm water discharge including sewage, process wastewater, and wash water to enter the storm drain system and any connections to the storm drain system from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by the Township Zoning Administrator or,

Any drain or conveyance connected from a commercial or industrial land use to the storm drain system which has not been documented in plans, maps, or equivalent records and approved by the Township Zoning Administrator.

“Industrial Activity” means activities subject to NPDES Industrial Permits as defined in 40 CFR, Section 122.26 (b)(14).

“National Pollutant Discharge Elimination System (NPDES) Storm Water Discharge Permit” means a permit issued by EPA (or by a State under authority delegated pursuant to 33 USC § 1342(b)) that authorizes the discharge of pollutants to waters of the United States, whether the permit is applicable on an individual, group, or general area-wide basis.

“Non-Storm Water Discharge” means any discharge to the storm drain system that is not composed entirely of storm water.

“Person” means any individual, association, organization, partnership, firm, corporation, or other entity recognized by law and acting as either the owner or as the owner's agent.

“Pollutant” means anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; non-hazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, ordinances, and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure; and noxious or offensive matter of any kind.

“Premises” means any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.

“Storm Drainage System” means publicly owned facilities by which storm water is collected and/or conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures.

“Storm Water” means any surface flow, runoff, and drainage consisting entirely of water from any form of natural precipitation and resulting from such precipitation.

“Stormwater Pollution Prevention Plan” means a document which describes the Best Management Practices and activities to be implemented by a person or business to identify sources of pollution or contamination at a site and the actions to eliminate or reduce pollutant discharges to Stormwater, Stormwater Conveyance Systems, and/or Receiving Waters to the Maximum Extent Practicable.

“Wastewater” means any water or other liquid, other than uncontaminated storm water, discharged from a facility.

SECTION 1.3. RESPONSIBILITY/SEVERABILITY

- a. **Responsibility for Administration.** Rochester Township shall administer, implement, and enforce the provisions of this ordinance. Any powers granted or duties imposed upon the Township Zoning Administrator may be delegated in writing by the Township Zoning Administrator to persons or entities acting in the beneficial interest of or in the employ of the agency.

ROCHESTER TOWNSHIP IDDE ORDINANCE

- b. **Severability.** The provisions of this ordinance are hereby declared to be severable. If any provision, clause, sentence, or paragraph of this Ordinance or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this Ordinance.
- c. **Ultimate Responsibility.** The standards set forth herein and promulgated pursuant to this ordinance are minimum standards; therefore, this ordinance does not intend nor imply that compliance by any person will ensure that there will be no contamination, pollution, nor unauthorized discharge of pollutants.

ROCHESTER TOWNSHIP IDDE ORDINANCE

ARTICLE II DISCHARGE PROHIBITIONS

SECTION 2.0 PROHIBITION OF ILLEGAL DISCHARGES

- a. No person shall discharge or cause to be discharged into the municipal storm drain system or watercourses any materials, including but not limited to pollutants or waters containing any pollutants that cause or contribute to a violation of applicable water quality standards, other than storm water. The commencement, conduct or continuance of any illegal discharge to the storm drain system is prohibited except as described as follows:
 - 1) The following discharges are exempt from discharge prohibitions established by this ordinance: water line flushing or other potable water sources, landscape irrigation or lawn watering, diverted stream flows, rising ground water, ground water infiltration to storm drains, uncontaminated pumped ground water, foundation or footing drains (not including active groundwater dewatering systems), crawl space pumps, air conditioning condensation, springs, non-commercial washing of vehicles, natural riparian habitat or wet-land flows, swimming pools (if dechlorinated - typically less than one PPM chlorine), firefighting activities, and any other water source not containing pollutants.
 - 2) Discharges specified in writing by the Township Zoning Administrator as being necessary to protect public health and safety.
 - 3) Dye testing is an allowable discharge but requires a verbal notification to the Township Zoning Administrator prior to the time of the test.
 - 4) The prohibition shall not apply to any non-storm water discharge permitted under an NPDES permit, waiver, or waste discharge order issued to the discharger and administered under the authority of the Federal Environmental Protection Agency, provided that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations, and provided that written approval has been granted for any discharge to the storm drain system.

SECTION 2.1 PROHIBITION OF ILLICIT CONNECTIONS

- a. The construction, use, maintenance, or continued existence of illicit connections to the storm drain system is prohibited.
- b. This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
- c. A person is in violation of this chapter if the person connects a line conveying sewage to the MS4 or allows such a connection to continue.

SECTION 2.2 SUSPENSION OF MS4 ACCESS

- a. **Suspension due to Illicit Discharges in Emergency Situations.** The Township Zoning Administrator may, without prior notice, suspend MS4 discharge access to a person when such suspension is necessary to stop an actual or threatened discharge which presents or may present imminent and substantial danger to the environment, or to the health or welfare of persons, or to the MS4 or Waters of the United States. If the violator fails to comply with a suspension order issued in an emergency, the Township Zoning Administrator may take such steps as deemed necessary to prevent or minimize damage to the MS4 or Waters of the United States, or to minimize danger to persons.
- b. **Suspension due to the Detection of Illicit Discharge.** Any person discharging to the MS4 in violation of this ordinance may have their MS4 access terminated if such termination would abate or reduce an illicit discharge. The Township Zoning Administrator will notify a violator of the proposed termination of its MS4 access. The violator may petition the Township Zoning Administrator for a reconsideration and hearing.
- c. A person commits an offense if the person reinstates MS4 access to premises terminated pursuant to this Section, without the prior approval of the Township Zoning Administrator.

SECTION 2.3 INDUSTRIAL OR CONSTRUCTION ACTIVITY DISCHARGES

ROCHESTER TOWNSHIP IDDE ORDINANCE

- a. Any person subject to an industrial or construction activity NPDES storm water discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the Township Zoning Administrator prior to the allowing of discharges to the MS4.

ROCHESTER TOWNSHIP IDDE ORDINANCE

ARTICLE III PREVENTATIVE PRACTICES

SECTION 3.0. MONITORING OF DISCHARGES

- a. **Applicability.** This section applies to all facilities that have storm water discharges associated with industrial activity, including construction activity.
- b. **Access to Facilities.**
 - 1) The Township Zoning Administrator shall be permitted to enter and inspect facilities subject to regulation under this ordinance as often as may be necessary to determine compliance with this ordinance. If a discharger has security measures in force which require proper identification and clearance before entry into its premises, the discharger shall make the necessary arrangements to allow access to representatives of the Township Zoning Administrator.
 - 2) Facility operators shall allow the Township Zoning Administrator ready access to all parts of the premises for the purposes of inspection, sampling, examination and copying of records that must be kept under the conditions of an NPDES permit to discharge storm water, and the performance of any additional duties as defined by state and federal law.
 - 3) The Township Zoning Administrator shall have the right to set up on any permitted facility such devices as are necessary in the opinion of the Township Zoning Administrator to conduct monitoring and/or sampling of the facility's storm water discharge.
 - 4) The Township Zoning Administrator has the right to require the discharger to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the discharger at its own expense. All devices used to measure stormwater flow and quality shall be calibrated to ensure their accuracy.
 - 5) Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the operator at the written or oral request of the Township Zoning Administrator and shall not be replaced. The costs of clearing such access shall be borne by the operator.
 - 6) Unreasonable delays in allowing the Township Zoning Administrator access to a permitted facility is a violation of a storm water discharge permit and of this ordinance. A person who is the operator of a facility with a NPDES permit to discharge storm water associated with industrial activity commits an offense if the person denies the Township Zoning Administrator reasonable access to the permitted facility for the purpose of conducting any activity authorized or required by this ordinance.
 - 7) If the Township Zoning Administrator has been refused access to any part of the premises from which stormwater is discharged, and he/she is able to demonstrate probable cause to believe that there may be a violation of this ordinance, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with this ordinance or any order issued hereunder, or to protect the overall public health, safety, and welfare of the community, then the Township Zoning Administrator may seek issuance of a search warrant from any court of competent jurisdiction.

SECTION 3.1 REQUIREMENT TO PREVENT, CONTROL, AND REDUCE STORM WATER POLLUTANTS BY THE USE OF BEST MANAGEMENT PRACTICES

- a. The Township Zoning Administrator will adopt requirements identifying Best Management Practices for any activity, operation, or facility which may cause or contribute to pollution or contamination of storm water, the storm drain system, or waters of the U.S. The owner or operator of a commercial or industrial establishment shall provide, at their own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the municipal storm drain system or watercourses through the use of these structural and non-structural BMPs. Further, any person responsible for a property or premise, which is, or may be, the source of an illicit discharge, may be required to implement, at said person's expense, additional structural and non-structural BMPs to prevent the further discharge of pollutants to the municipal separate storm sewer system. Compliance

ROCHESTER TOWNSHIP IDDE ORDINANCE

with all terms and conditions of a valid NPDES permit authorizing the discharge of storm water associated with industrial activity, to the extent practicable, shall be deemed compliance with the provisions of this section. These BMPs shall be part of a stormwater pollution prevention plan (SWPP) as necessary for compliance with requirements of the NPDES permit.

SECTION 3.2 WATERCOURSE PROTECTION

- a. Every person owning property through which a watercourse passes, or such person's lessee, shall keep and maintain that part of the watercourse within the property free of trash, debris, excessive vegetation, and other obstacles that would pollute, contaminate, or significantly retard the flow of water through the watercourse. In addition, the owner or lessee shall maintain existing privately owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse.

SECTION 3.3 NOTIFICATION OF SPILLS

- a. Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of any known or suspected release of materials which are resulting or may result in illegal discharges or pollutants discharging into storm water, the storm drain system, or water of the U.S. said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of hazardous materials said person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services. In the event of a release of non-hazardous materials, said person shall notify the Township Zoning Administrator in person or by phone or facsimile no later than the next business day. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the Township Zoning Administrator within three business days of the phone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

ROCHESTER TOWNSHIP IDDE ORDINANCE

ARTICLE IV VIOLATIONS/PENALTY/ENFORCEMENT

SECTION 4.0 NOTICE OF VIOLATION

- a. Whenever the Township Zoning Administrator finds that a person has violated a prohibition or failed to meet a requirement of this Ordinance, the Township Zoning Administrator may order compliance by written notice of violation to the responsible person. Such notice may require without limitation:
 - 1) The performance of monitoring, analyses, and reporting,
 - 2) The elimination of illicit connections or discharges,
 - 3) That violating discharges, practices, or operations shall cease and desist,
 - 4) The abatement or remediation of storm water pollution or contamination hazards and the restoration of any affected property,
 - 5) Payment of a fine to cover administrative and remediation costs, and
 - 6) The implementation of source control or treatment BMPs.
- b. If abatement of a violation and/or restoration of affected property is required, the notice shall set forth a deadline within which such remediation or restoration must be completed. Said notice shall further advise that, should the violator fail to remediate or restore within the established deadline, the work will be done by a designated governmental agency, or a contractor and the expense thereof shall be charged to the violator.

SECTION 4.1 APPEAL OF NOTICE OF VIOLATION

- a. Any person receiving a Notice of Violation may appeal the determination of the Township Zoning Administrator. The notice of appeal must be received within 7 days from the date of the Notice of Violation. Hearing on the appeal before the appropriate authority or his/her designee shall take place within 15 days from the date of receipt of the notice of appeal. The decision of the municipal authority or their designee shall be final.

SECTION 4.2 ENFORCEMENT MEASURES AFTER APPEAL

- a. If the violation has not been corrected pursuant to the requirements set forth in the Notice of Violation, or, in the event of an appeal, within days of the decision of the municipal authority upholding the decision of the Township Zoning Administrator, then representatives of the Township Zoning Administrator shall enter upon the subject private property and are authorized to take any and all measures necessary to abate the violation and/or restore the property. It shall be unlawful for any person, owner, agent or person in possession of any premises to refuse to allow the government agency or designated contractor to enter upon the premises for the purposes set forth above.

SECTION 4.3 COST OF ABATEMENT OF THE VIOLATION

- a. Within days after abatement of the violation, the owner of the property will be notified of the cost of abatement, including administrative costs. The property owner may file a written protest objecting to the amount of the assessment within days. If the amount due is not paid within a timely manner as determined by the decision of the municipal authority or by the expiration of the time in which to file an appeal, the charges shall become a special assessment against the property and shall constitute a lien on the property for the amount of the assessment.
- b. Any person violating any of the provisions of this article shall become liable to the city by reason of such violation. The liability shall be paid in not more than 12 equal payments. Interest at the rate of percent per annum shall be assessed on the balance beginning on the st day following discovery of the violation.

SECTION 4.4 INJUNCTIVE RELIEF

- a. It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of this Ordinance. If a person has violated or continues to violate the provisions of this ordinance, the Township Zoning Administrator may petition for a preliminary or permanent injunction restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of the violation.

ROCHESTER TOWNSHIP IDDE ORDINANCE

SECTION 4.5. COMPENSATORY ACTION

- a. In lieu of enforcement proceedings, penalties, and remedies authorized by this Ordinance, the Township Zoning Administrator may impose upon a violator alternative compensatory action, such as storm drain stenciling, attendance at compliance workshops, creek cleanup, etc.

SECTION 4.6. VIOLATIONS DEEMED A PUBLIC NUISANCE

- a. In addition to the enforcement processes and penalties provided, any condition caused or permitted to exist in violation of any of the provisions of this Ordinance is a threat to public health, safety, and welfare, and is declared and deemed a nuisance, and may be summarily abated or restored at the violator's expense, and/or a civil action to abate, enjoin, or otherwise compel the cessation of such nuisance may be taken.

SECTION 4.7. CRIMINAL PROSECUTION

- a. Any person that has violated or continues to violate this ordinance shall be liable to criminal prosecution to the fullest extent of the law and shall be subject to a criminal penalty of \$50 dollars per violation per day and/or imprisonment for a period of time not to exceed days.
- b. The Township Zoning Administrator may recover all attorney's fees, court costs, and other expenses associated with enforcement of this ordinance, including sampling and monitoring expenses.

SECTION 4.8. REMEDIES NOT EXCLUSIVE

- a. The remedies listed in this ordinance are not exclusive of any other remedies available under any applicable federal, state, or local law and it is within the discretion of the Township Zoning Administrator to seek cumulative remedies.

**NON-STORMWATER DISCHARGES
ORDINANCES
FOR
ROCHESTER TOWNSHIP
OLMSTED COUNTY
MINNESOTA**

DATED December 28, 2022

ROCHESTER TOWNSHIP NON-STORMWATER DISCHARGES ORDINANCE

TABLE OF CONTENTS

ARTICLE I ANIMAL WASTE DISPOSAL..... 3

 Section 1.0 Definitions 3

 Section 1.1 Findings..... 3

ARTICLE II SNOW AND ICE REMOVAL..... 4

 Section 2.0. Definitions 4

 Section 2.1. Findings..... 4

 Section 2.2 Occupational Licensure for Winter Maintenance Professionals 4

 Section 2.3 Deicer Storage Requirements..... 4

ROCHESTER TOWNSHIP NON-STORMWATER DISCHARGES ORDINANCE

ARTICLE I ANIMAL WASTE DISPOSAL

SECTION 1.0 DEFINITIONS

- a. The following words, terms, and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:
 - 1) **“Animal”** means a dog, cat or other animal kept for amusement or companionship.
 - 2) **“Owner/Custodian”** means any person who harbors, feeds, boards, possesses, keeps, or has custody of an animal.
 - 3) **“Immediately”** means at once, without delay.
 - 4) **“Soil/defile”** means to make unclean from excrement.
 - 5) **“Waste”** means solid matter expelled from the bowels of the pet, excrement

SECTION 1.1 FINDINGS

- a. No owner or custodian of any animal shall cause or allow such animal to soil, defile or defecate on any public property or upon any street, sidewalk, public way, play area or common grounds owned jointly by the members of a homeowners' or condominium association, unless such owner immediately removes and disposes of all feces deposited by such animal in a sanitary manner.
- b. It is unlawful for any person owning, keeping, or harboring an animal to cause or permit said animal to be on any public property without having in his/her immediate possession a device for the removal of feces and depository for the transmission of excrement to a proper receptacle located on the property owned or possessed by such person.
- c. It is unlawful for any person in control of, causing or permitting any animal to be on any public property to fail to remove feces left by such animal and dispose of it properly as described in section (iv).
- d. Proper disposal of animal waste shall be limited to burial where lawfully permitted, flushing in the toilet, bagging for disposal in the owner or keeper's waste receptacle, and bagging for disposal in a waste receptacle in a public park or park area.
- e. Disposal of animal waste in storm drains is prohibited.
- f. Disposal of animal waste in public compost is prohibited.
- g. The provisions of this section shall not apply to the ownership or use of any properly identified service animals, animals when used for police activities, or tracking animals when used by or with the permission of the appropriate authorities.

ROCHESTER TOWNSHIP NON-STORMWATER DISCHARGES ORDINANCE

ARTICLE II SNOW AND ICE REMOVAL

SECTION 2.0. DEFINITIONS

- a. The following words, terms, and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:
 - 1) Anti-icing means the application of a liquid deicer prior to the onset of a snow event.
 - 2) Best Management Practice (BMP) means structural, vegetative, or managerial practices used to treat, prevent, or reduce water pollution.
 - 3) Certified Salt Applicator means an individual who applies deicer and has completed Minnesota Pollution Control Agency Smart Salting training (Level 1 or 2).
 - 4) Deicer means any substance used to melt snow and ice or used for its anti-icing effects.
 - 5) Winter Maintenance Professional means an individual who applies deicer for hire (i.e., snowplow drivers, salt truck drivers).

SECTION 2.1. FINDINGS

- a. The removal of snow and ice from roadways is essential to both public safety and to the local economy and to protect public safety, during and after winter storm events, the use of pavement deicing chemicals is a widely accepted means of keeping roadways passable; and
- b. Pavement deicing is typically accomplished using deicers which can be corrosive to vehicles, roadway surfaces, and bridges and has been found to have adverse effects on the surface waters, ground water and to environmentally sensitive areas.
- c. The restoration of surface and ground water quality and ecosystems in such areas can be very difficult and costly, if not impossible, to rehabilitate through reverse osmosis once the events of contamination occur.
- d. Negative environmental impacts may occur when salt and other deicers are not properly stored and transported.
- e. One of the primary sources of chloride entering the ground water is salt spillage that is either plowed or washed from maintenance yards, unloading, and loading areas.
- f. The Township Board believes that it is in the best interest of the Township to regulate and require the permitting of such business under the terms and provisions as established herein.

SECTION 2.2 OCCUPATIONAL LICENSURE FOR WINTER MAINTENANCE PROFESSIONALS

- a. No person will engage in the operation of a winter maintenance business for the private operation of a snowplowing service or the use or storage of salt or other deicing materials, or to assist others in the same for the purpose of managing ice and snow from private roadways, parking areas and sidewalks and on commercial, industrial, institutional, office, multi-family, and private single-family residential dwellings without being in compliance with the terms and provisions of this chapter.

SECTION 2.3 DEICER STORAGE REQUIREMENTS

- a. All designated salt and deicer storage areas must be covered or indoors.
- b. Designated salt and deicer storage areas must be located on an impervious surface; and
- c. Implementation of practices to reduce exposure when transferring material in designated salt and deicer storage areas (e.g., sweeping, diversions, and/or containment).

**SUBDIVISION
ORDINANCE
FOR**

**ROCHESTER
TOWNSHIP**

OLMSTED COUNTY

MINNESOTA

D A T E: 11 JULY 2003

REVISED xxxxxxxxxxxxxxxxx

TABLE OF CONTENTS

TABLE OF CONTENTS	2
ARTICLE I GENERAL PROVISIONS.....	5
Section 1.0. SHORT TITLE	5
Section 1.1. PURPOSE	5
Section 1.2. ADMINISTRATION	5
Section 1.3. COMPLIANCE.....	5
Section 1.4. REQUIRED APPROVAL OF SUBDIVISION PLATS	6
Section 1.5. ADDITIONAL REQUIREMENTS	6
Section 1.6. COMPREHENSIVE DEVELOPMENT PLAN	6
ARTICLE II DEFINITIONS.....	6
Section 2.0. PURPOSE	6
ARTICLE III PROCEDURES FOR SUBMISSION OF PLATS.....	8
Section 3.0. PRELIMINARY PLAT.....	8
Section 3.1. FINAL PLAT	8
Section 3.2. RECORDING FINAL PLAT	9
ARTICLE IV SPECIFICATIONS FOR PLATS.....	9
Section 4.0. PRELIMINARY PLAT.....	9
Section 4.1. FINAL PLAT	9
Section 4.2. GENERAL INFORMATION	9
ARTICLE V SUBDIVISION DESIGN STANDARDS.....	13
Section 5.0. STREET AND ROAD DESIGN STANDARDS	13
Section 5.1. MINIMUM STREET DESIGN STANDARDS	14
Section 5.2. GEOMETRIC DESIGN STANDARDS	14
Section 5.3. INTERSECTIONS	15
Section 5.4. PRIVATE ROADS	15
Figure 5.4. PRIVATE ROAD - TURN AROUND AREAS.....	16
Section 5.5. PRIVATE DRIVE.....	16
Section 5.6. ALLEYS	16
Section 5.7. GRADING, SUBGRADE, BASE AND SURFACING	17

Figure 5.7.1	COMMERCIAL ENTRANCE.....	18
Figure 5.7.2	FIELD ENTRANCE	19
Figure 5.7.3	LOCAL STREET TYPICAL	20
Figure 5.7.4	RESIDENTIAL ENTRANCE.....	21
Section 5.8	EASEMENTS AND DEDICATIONS.....	22
Section 5.9.	LOTS.....	22
Section 5.10.	ENGINEERED PLANS	23
Section 5.11.	FLOODPLAIN STANDARDS	23
Section 5.12.	Drainage.....	24
ARTICLE VI	REQUIRED IMPROVEMENTS.....	25
Section 6.0.	MONUMENTS	25
Section 6.1.	STREETS.....	25
Section 6.2.	SIGNS	25
Section 6.3.	UTILITIES	25
Section 6.4.	STORMWATER MANAGEMENT	25
Section 6.5.	CONSTRUCTION BONDS	26
Section 6.6.	DEVELOPMENT CONTRACT PROVIDING FOR THE INSTALLATION OF IMPROVEMENTS ...	26
ARTICLE VII	SINKHOLE DEFINITION & REQUIREMENTS	26
Section 7.0.	SINKHOLE DEFINITION	26
Section 7.1.	EDGE DEFINITION.....	27
Section 7.2.	SINKHOLE ADVISORY AREAS.....	27
Section 7.3.	REQUIREMENTS	27
Section 7.4.	SETBACKS	27
Section 7.5.	MITIGATION OF SINKHOLES.....	27
Figure 7.6.	TYPICAL SINKHOLE CROSS-SECTIONS	28
ARTICLE VIII	PLATTING EXCEPTIONS AND CONDITIONS.....	29
Section 8.0.	METES & BOUNDS SUBDIVISION.....	29
Section 8.01.	PORTION OF PLATTED LOT.....	29
Section 8.02.	UNPLATTED LAND.....	29
Section 8.1.	DEDICATION OF STREET, PUBLIC UTILITY, AND ENVIRONMENTAL CORRIDOR EASEMENTS	29
Section 8.2.	APPLICATIONS.....	30
Section 8.3.	FILING FEE.....	30

ARTICLE IX	DEDICATIONS AND RESERVATIONS.....	30
Section 9.0.	REQUIREMENT FOR OPEN SPACE	30
Section 9.1.	OPEN SPACE	30
ARTICLE X	VARIANCES	31
Section 10.0.	HARDSHIP	31
Section 10.1.	CONDITIONS	31
Section 10.2.	BOARD OF ADJUSTMENT	31
Section 10.3.	PLATTING VARIANCES	31
Section 10.4	APPEALS REGARDING THE GRANTING OF PLATS.....	31
Section 10.5	OTHER APPEALS.....	31
ARTICLE XI	ENFORCEMENT	31
ARTICLE XII	AMENDMENTS	32
ARTICLE XIII	VALIDITY, SEPARABILITY AND EFFECTIVE DATE	32
Section 13.0.	VALIDITY	32
Section 13.1.	SEPARABILITY	32
Section 13.2.	EFFECTIVE DATE.....	32
Section 13.3.	FEES	32

ARTICLE I GENERAL PROVISIONS

Section 1.0. SHORT TITLE

This ordinance shall be known and may be cited as the "Subdivision Ordinance of Rochester Township," and its provisions shall apply to all lands to be subdivided in Rochester Township, which lie outside the limits of incorporated cities.

Section 1.1. PURPOSE

The Subdivision Ordinance of Rochester Township sets forth the minimum requirements deemed necessary to ensure and protect the health, safety and welfare of the public. More specifically, the provisions of this ordinance are designed to:

- Assure that to the maximum extent possible, any lands developed will be for the best possible use of the entire township with adequate protection against deterioration and obsolescence.
- Assure that effective protection is given to the natural resources of the community, especially ground water and surface waters.
- Assure that plans for water distribution, waste water collection and disposal use appropriate technology.
- Encourage well-planned subdivisions through the establishment of adequate design standards.
- Discourage inferior developments that might adversely affect the local tax base.
- Create neighborhoods that will be of lasting credit to the community.
- Facilitate acceptable provisions for transportation and other public facilities.
- Safeguard the interests of the public, the homeowner, the subdivider and units of local government.
- Secure the rights of the township residents with respect to public lands and waters.
- Improve land records by the establishment of standards for surveys and plats.
- Minimize governmental operation and maintenance costs.

Section 1.2. ADMINISTRATION

The Subdivision Ordinance of Rochester Township shall be administered by the Rochester Township Board of Supervisors through the Rochester Township Planning Commission appointed by them.

Section 1.3. COMPLIANCE

After the adoption of this ordinance, no lot in a subdivision shall be sold, no permit shall be issued to alter or erect any building upon land in a subdivision, and no building shall be erected in a subdivision unless a subdivision plat or metes and bounds subdivision has been approved and recorded and until any reasonable improvements required by the Rochester Township Board of Supervisors relative to the subdivision have been constructed or guaranteed as provided herein. No land shall be subdivided which is held unsuitable by the Rochester Township Board of Supervisors for reason of flooding, inadequate drainage, water supply or sewage treatment facilities or incompatibility with the Rochester Township Land Use Plan or the Rochester Township Zoning Ordinance. All lots within the floodway and flood fringe (FFA and FFB) districts shall contain a building site at or above the Regulatory Flood Protection Elevation. Land within a flood plain may be conveyed and joined on the same deed with an adjoining lot. All subdivisions shall have water facilities that comply with the Olmsted County Board of Health regulations, sewage disposal facilities that comply with the Rochester Township Septic Ordinance, and have road access both to the subdivision and to the individual building sites no lower than two (2) feet below the Regulatory Flood Protection Elevation.

Section 1.4. REQUIRED APPROVAL OF SUBDIVISION PLATS

- A Preliminary Plat shall be reviewed by the Rochester Township Planning and Zoning Commission.
- Before any Final Plat is valid, it must be reviewed by the Rochester Township Planning and Zoning Commission, Olmsted County Board of Health, Olmsted County Board of Commissioners, Olmsted County Surveyor, Olmsted County Engineer if subdivision connects to an Olmsted County road, and Rochester Township Engineer. The Rochester Township Board of Supervisors shall approve as provided herein and then record in the office of the Olmsted County Property and Records Division.

Section 1.5. ADDITIONAL REQUIREMENTS

The Planning Commission may establish additional requirements for a particular subdivision as deemed necessary in order to achieve the overall goals and purposes of this ordinance and to secure the interests of the public.

Section 1.6. COMPREHENSIVE DEVELOPMENT PLAN

Both Rochester Township and Olmsted County have Land Use Plans. All subdivision must comply with the Olmsted County and Rochester Township Land Use Plans. Rochester Township does not have a Comprehensive Planning Document and defers to the Olmsted County Comprehensive Plan on issues other than land use planning..

ARTICLE II DEFINITIONS

Section 2.0. PURPOSE

For clarity of interpreting this ordinance, certain terms and words are defined below in alphabetical order.

A. BOARD OF ADJUSTMENT

The Rochester Township Board of Adjustment

B. CIVIL ENGINEER

A civil engineer registered in the State of Minnesota

C. COMMISSION

The Rochester Township Planning Commission

D. GENERAL DEVELOPMENT PLAN (GDP)

A series of maps, documents and publications showing the desirable future development, the appropriate uses of private land, and the general location and extent of all necessary or desirable facilities.

E. DEVELOPER

The owner of land proposed to be subdivided or the developer's representative. Consent shall be required from the legal owner of the premises.

1. **Developers Agreement:** A legally binding contract between a property owner or developer and a local unit of government often including terms not otherwise required through existing regulations. The agreement may specify various elements of the development process ranging from phasing of a large master-planned community to critical infrastructure responsibilities.

F. LAND USE PLAN

Rochester Township Land Use Plan unless stated the Olmsted County Land Use Plan.

G. OFFICIAL MAPS

- a. **HIGHWAY** - A map of Olmsted County, Rochester Township and/or any portion thereof lying outside incorporated cities which shows the exact alignments, gradients, dimensions and other pertinent data for highways and major streets and including specific controls for setbacks from the right-of-way of buildings or other physical structures or facilities. The official map is available from Olmsted County Public Works.
- b. **ZONING** – A map or maps of Rochester Township which are a part of the Zoning Ordinance delineating the boundaries of the zoning districts and representing the approximate boundaries of the overlay zoning districts.

H. PARKS

Any public or private non-commercial, not-for-profit land and associated accessory buildings established and intended for recreational, educational and cultural activities; a scenic or aesthetic natural area or wildlife preservation area intended for leisure time enjoyment. This definition shall not be construed to include entry features of landscape buffers around the perimeter of a subdivision that serve no other active or passive recreational purpose. This definition shall not be construed to include recreational facilities where activity takes place completely indoors.

I. PLANNING COMMISSION

The Rochester Township Planning and Zoning Commission.

J. PLAT

A map or drawing, conforming to state statutes, which graphically delineates the boundaries and dimensions of land parcels for the purpose of identification and record of title.

K. STREETS AND ALLEYS

The term “street” means a way for vehicular traffic, whether designated as a street, highway, parkway, thoroughfare, arterial, road, roadway or however otherwise designated.

For the purposes of this ordinance, eight (8) functional classifications of streets are used and are defined as follows:

- a. **HIGHWAYS** - Routes carrying large volumes of relatively fast-moving traffic and are designated as Federal, State or Interstate highways.
- b. **MAJOR STREETS/ROADS** - Arterials carrying large volumes of local traffic between widely separated areas of the community and which may be designated as County State Aid Highways.
- c. **COLLECTOR STREETS/ROADS** - Streets which carry traffic from minor streets to major streets and highways, including the principal entrance streets of a residential subdivision and streets used for circulation within such developments.
- d. **LOCAL STREETS/ROADS** - Streets, which are used principally for access to abutting properties, especially residential properties.
- e. **SERVICE ACCESS STREETS** - Trafficways which are adjacent and parallel to highways and major streets providing access to abutting properties.
- f. **ALLEYS** - Minor trafficways affording a secondary means of access to abutting properties, which are not intended for general traffic circulation.
- g. **PRIVATE ROAD** - A non-public trafficway utilized by more than three private residences having a

road name and being able to accommodate emergency vehicles.

h. PRIVATE DRIVE - A non-public trafficway utilized by one to three private residences.

L. SUBDIVISION

The division of a lot, parcel or tract of land into two (2) or more lots or parcels by the owner thereof or his agent for the purpose of transfer of ownership or building development, or, if a new street is involved, any division of a parcel of land provided that a division of land into forty (40) acres or more and not involving a new street shall not be deemed a subdivision. This term shall include resubdivision and, when appropriate to the context, shall relate to the process of subdividing or to land subdivided.

M. TOWN BOARD

The Rochester Township Board of Supervisors.

N. TOWNSHIP

Rochester Township.

O. ZONING ADMINISTRATOR

The Township Cooperative Planning Association ("TCPA") or otherwise designated by the Rochester Township Board.

ARTICLE III PROCEDURES FOR SUBMISSION OF PLATS

Section 3.0. PRELIMINARY PLAT

Upon approval of the GDP, the subdivider shall prepare a preliminary plat together with improvement plans and other supplemental material as may be specified by the Town Board, the Planning Commission or the Olmsted County Board of Health or their Designee.

Where sinkholes exhibit linear patterns the area shall be evaluated for soil and/or bedrock stability as part of the preliminary plat submission and prior to any construction activity.

The preliminary plat and supplementary material as specified in Article IV, Section 4.2. of this document along with a completed application form shall be submitted to the Zoning Administrator electronically. Two (2) copies of the preliminary plat and supplementary material shall be submitted to the Olmsted County Board of Health with written application for conditional approval.

Upon determining the application is complete, the Zoning Administrator shall schedule a public hearing before the Planning Commission as determined by Statute. The Planning Commission shall hold the public hearing, review the preliminary plat and make recommendations as to conditions of approval to the Town Board. The Town Board, at their next regularly scheduled meeting, shall act upon the Planning Commission's recommendation, determining approval, approval with conditions or disapproval with its reasons for disapproval. If the plat is approved with conditions, applicant shall submit to the Zoning Administrator a copy of a revised preliminary plat along with all supporting documents within one (1) year of approval or the preliminary plat approval is considered null and void.

Conditional approval of a preliminary plat shall not constitute approval of the final plat. Conditional approval of a preliminary plat is hereby limited to a period of one (1) year from the date of approval, after which time the subdivider is required to ask for an extension.

A grading permit may be issued for and grading may begin on the proposed development once the preliminary plat has been approved and all conditions, which may include a surety bond, have been met. An erosion control plan is required for grading permit approval.

Section 3.1. FINAL PLAT

Prior to filing a final plat, applicant shall submit electronically to the Zoning Administrator a preliminary plat as approved by the Planning Commission along with any other supporting documents required as a condition of approval.

The final plat shall conform substantially to the preliminary plat as approved, and if desired by the subdivider, it may constitute only that portion of the approved preliminary plat which is proposed to be recorded and developed at the time, provided however, that such portion conforms to all requirements of this ordinance and is done within the allotted time frame. Any portion of an approved preliminary plat that has not been approved as a final plat must go through the preliminary platting process again.

The final plat and supplementary material as specified in Article IV, Section 4.2. along with a completed application form shall be submitted electronically to the Zoning Administrator within twelve (12) months. The applicant shall provide proof of application to the Olmsted County Board of Health or their designee with the application for final plat approval.

Upon determining the application is complete, the Zoning Administrator shall schedule a public hearing before the Planning Commission as determined by Statute. The Planning Commission shall hold the public hearing, review the final plat and make recommendations as to conditions of approval to the Town Board. The Town Board, at their next regularly scheduled meeting shall act upon the Planning Commission's recommendation, determining approval, approval with conditions or disapproval with its reasons for disapproval.

Section 3.2. RECORDING FINAL PLAT

The final plat of record, prepared in accordance with this ordinance shall be filed with the Olmsted County Property and Records Division. The subdivider shall furnish signed copies of the plat and supporting documents to the Township prior to recording. There shall be a filing fee assessed against the owner or developer whose name and address shall be recorded with the Olmsted County Property and Records Division at the time the record plat is submitted for acceptance by the County Board of Commissioners. The applicant shall furnish one paper copy of the signed and recorded plat to the Zoning Administrator.

ARTICLE IV SPECIFICATIONS FOR PLATS

Section 4.0. PRELIMINARY PLAT

The preliminary plat shall be drawn on suitable tracing paper or other material of suitable quality with black waterproof ink or pencil at a scale not greater than one hundred (100) feet equals one (1) inch. Original prints or legible reproductions of said drawing may be submitted to the Town Board for the purposes of receiving conditional approval.

Section 4.1. FINAL PLAT

The final plat shall be drawn on muslin-backed white paper, photographic Mylar or other suitable material with black waterproof ink. The final plat shall measure thirty (30) inches in length and twenty (20) inches in width with a border line of one and one-half (1 1/2) inches provided on the left side of the thirty (30) inch length and a border of one-half (1/2) inch provided on the other three (3) sides. When more than one (1) sheet is required for any plat, each sheet shall be numbered consecutively and shall contain a notation of the total number of sheets, i.e., 2 of 3. The final plat shall be drawn to a scale not greater than one (1) inch to one hundred (100) feet. Where there is a difference in requirements between this subdivision ordinance and the State platting and surveying standards then the State standards will prevail.

Section 4.2. GENERAL INFORMATION

The information to be included on the preliminary and final plats is as follows:

PRELIMINARY PLAT

Date, scale, north point.

Proposed subdivision name and all intended street names.

Name of the owner, subdivider and surveyor or engineer preparing plat.

Location of the plat by the quarter, quarter section, section, town and range.

Topographic map of the area showing two-foot contours and delineating areas with the following changes in slope: minimum contours of two feet as follows: seven (7) percent or less; eight (8) to fifteen (15) percent; sixteen (16) to twenty-five (25) percent; greater than twenty-five (25) percent.

Location and names of adjacent subdivisions and the owners of adjoining parcels of unsubdivided land.

Zoning classification of lands to be subdivided and all adjacent lands.

Location, widths and names of all existing, platted or dedicated streets, easements, railroad and utility rights-of-way, parks, water courses, drainage ditches, permanent buildings and structures and such other data as may be required by the Planning Commission within the area being subdivided and within three hundred (300) feet of the exterior boundaries of the area being subdivided.

Water elevations of adjoining lakes, rivers and streams at date of survey and their approximate high and low water elevations. All elevations shall refer to the established United States Coast and Geodetic Survey and/or United States Geodetic Survey Datum.

When the subdivision borders a lake, river or stream, a meander line shall be established at an elevation four (4) feet above the recorded high water elevation of the lake, river or stream.

FINAL PLAT

Date, scale, north point.

Subdivision name and all street names.

Name and address of the owner of record, the subdivider, and surveyor or engineer preparing the plat.

Location of the plat by quarter, quarter section, section, town and range.

Location and names of adjacent subdivisions and the owners of adjoining parcels of unsubdivided land.

Exact location, widths and names of all existing platted or dedicated streets, easements, railroad and utility rights-of-way, parks, water courses and drainage ditches all of which are within the boundaries of the land to be subdivided.

Water elevations of adjoining lakes, rivers and streams at date of the survey and their approximate high and low water elevations. All elevations shall refer to the established United States Coast and Geodetic Survey and/or United States Geodetic Survey Datum.

When the subdivision borders a lake, river or stream, a meander line shall be established at an elevation of four (4) feet above the recorded high water elevation of the lake, river or stream.

Exact location and width of all streets, their bearings, dimensions, angle of intersection, length of arcs, radii, points of curvature, tangent bearings, easements, private roads and storm drainage.

Exact length and bearings of the exterior boundaries of the land being subdivided.

Exact dimensions of all lots.

Exact radii of all curves and lengths of all tangents.

PRELIMINARY PLAT

Location and boundaries of all floodplain, floodway and wetland areas. Location and edge boundaries of all sinkholes must be clearly indicated. (Ref. Article VII.)

The layout and width of all proposed new streets and rights-of-way, private roads, storm drainage and easements, whether public or private, for public and private utilities.

Length and bearings of the exterior boundaries of the land being subdivided.

Dimensions of all lots.

Radii of all curves and lengths of all tangents.

Location and area of all property to be dedicated for public use or reserved by deed covenant for use by all property owners in the development with a statement of the conditions of such dedication or reservation.

Location of all proposed or existing wells (active, abandoned or capped) and any distribution systems to point of service connection.

Locations of well site and distribution system to point of service connection, if a community water supply is being proposed.

Percolation test results, minimum of two (2) per lot, together with soil borings, every acre to indicate depth to water table and rock formations.

Location of proposed septic support or field areas including the location or percolation test sites and boring holes, per current Rochester Township Septic Rules and the Rochester Township Zoning Ordinance.

An engineering feasibility report for the installation and operation of community-type sewage disposal system and water distribution system where such facilities are to be incorporated in the final plat.

Drainage design, storm water management including storm water ponds both temporary and permanent, and erosion control including ditch checks, silt fencing

FINAL PLAT

Exact location an area of all land to be dedicated for public use or reserved by deed covenant for common use of all property owners with the purpose indicated thereon. All lands dedicated for public use, other than streets, shall be marked, "Dedicated to the Public."

Deed restrictions, if any, including the boundaries of each type of restriction.

Exact location and width of all known or recorded easements, whether public or private and a statement of easement rights.

Accurate location and material of all permanent reference monuments.

Certificate of the registered land surveyor preparing the plat certifying that the plat, as presented, fully complies with the requirements of this ordinance and the platting laws of the State of Minnesota relative to the surveying, dividing and mapping of the land; that the plat is a correct representation of all exterior boundaries of the land surveyed; that the plat represents a survey made by him and that all monuments indicated thereon exist and their location, size and material are correctly shown.

Certificate from the Minnesota Department of Health that plans for the water supply system and sewerage system have been approved whenever applicable. In the event that the necessary disposal system(s) is not available at time of approval of the final plat, conditional approval may be given pending the issuance of said certificate(s) by the Minnesota Department of Health.

A Certificate issued by the authorized county official stating that there are no unpaid taxes or special assessments on any of the lands included in the plat.

A certificate by the owner(s) dedicating to the public for full public use all streets and street rights-of-way and other lands designated as "Dedicated for the Public's Use" and the granting of utility easements as shown on the plat.

PRELIMINARY PLAT

Roadway designs including cross sections and finished grade and ditch slopes. Reports shall include present grades and contours and finished grades and contours.

A soil analysis delineating types per the Soils Survey of Olmsted County, Minnesota, and obtainable from the United States Department of Agriculture, Soil Conservation Service.

FINAL PLAT

Certificate of approval by the Olmsted County Environmental Review, the County Engineer, County Board of Health and the Town Board.

Exact location and area of all land to be dedicated for public use; this use or purpose must be defined on the plat.

Signature line for Olmsted County Engineer if necessary.

Signature line for Olmsted County Board of Health.

Signature line for the Rochester Town Board.

ARTICLE V SUBDIVISION DESIGN STANDARDS

Section 5.0. STREET AND ROAD DESIGN STANDARDS

The street system of a proposed subdivision shall be designed to facilitate adequate traffic circulation from the subdivision to adjacent areas. Street arrangements, character, width, grade, location, sight distance and surface material shall be related to existing or planned streets, topography, convenience and safety, and their intended ultimate function.

- A. The arrangement of major streets in a subdivision shall provide for the continuation or projection of existing streets in adjacent areas; or conform to a plan approved by the Planning Commission where topographic or other conditions make continuance or conformance to existing streets impractical.
- B. Collector streets shall be properly related to major streets and designed in a manner so as to supplement the major street system, but not to serve in lieu thereof.
- C. Local streets shall be designed to benefit from the topography, to discourage through traffic and to provide the minimum amount of streets necessary for safe access to adjacent property. The reasonable and intelligent use of curvilinear and cul-de-sac street is encouraged wherever possible.
- D. Where a subdivision abuts upon, or contains an existing or proposed highway, major thoroughfare, a railroad right-of-way, the Planning Commission may require reverse frontage lots with appropriate screen plantings in the non-access reservation strip; or the provision of a suitable access roads parallel to and on either side of said highway or major thoroughfare, or railroad right-of-way providing access to adjacent properties and affording separation of through traffic.
- E. Streets designed and laid out so as to have one end permanently closed shall not exceed two thousand (2,000) feet in length, except where the Planning Commission has approved additional length due to property limitations.
- F. Turnarounds shall be provided at the permanently closed end of all streets and shall have a minimum turnaround radius of sixty (60) feet. The Planning Commission may approve a "T" or "Y" type turnaround in lieu of the circular turnaround.
- G. When connecting street lines deflect from each other by more than fifteen (15) degrees, they shall be connected by a curve with a radius appropriate to the intended function use of said street as specified in Section 5.1 of this ordinance.
- H. All subdivisions abutting a public lake, river or stream shall provide public access at least eight feet wide to the low water elevation so that there will be public access at no more than one half (1/2) mile intervals as measured along the lake, river or stream shoreline.

Section 5.1. MINIMUM STREET DESIGN STANDARDS

Street and road design standards shall conform to the “Subdivision Roadway Design Standards” adopted by Rochester Township.

	MAJOR THOROUGHFARE	COLLECTOR STREET	LOCAL STREET	SERVICE ACCESS STREET	ALLEY	PRIVATE ROAD	PRIVATE DRIVE
Rights of Way	100'	80'	66'	40'	30'	33' ⁽²⁾	33'
Driving Surface Width (including shoulder)	⁽¹⁾	36'	30'	24'	20'	18'w/2' CL5 shoulders	16'
Base Specification	⁽¹⁾	⁽¹⁾	⁽³⁾	⁽¹⁾	⁽¹⁾	same as service access street	⁽⁴⁾
Minimum Horizontal Curve Radii	850'	400'	200'	200'	200'	Minimum inside radius 28'	⁽⁴⁾
Minimum Tangent Between Curves	200'	150'	100'	100'	100'	0'	⁽⁴⁾
Minimum Grade	0.4%	0.4%	0.4%	0.4%	0.4%	0.4%	⁽⁴⁾
Maximum Grade	5%	8%	10%	10%	10%	14%	⁽⁴⁾
Pavement Specifications	⁽¹⁾	⁽¹⁾	⁽¹⁾	⁽¹⁾	⁽¹⁾	same as service access street	⁽⁴⁾

⁽¹⁾ As specified by the County Engineer

⁽²⁾ May be easement

⁽³⁾ As specified by the Rochester Township Engineer (refer to “Local Street Typical” drawing)

⁽⁴⁾ Not specified.

Section 5.2. GEOMETRIC DESIGN STANDARDS

- The centerline of all roadways shall be the center of the platted right-of-way.
- Where new roads will be an extension of an existing road, their projections shall be at the same or greater width but in no instance less than the minimum required width.

- All roadways shall be designed for a minimum of 30 miles per hour or the design speed determined by the Town Board.
- Stopping sight distance will be the minimum sight distance allowed.
- Local roads and streets shall be so aligned that their use by through traffic will be discouraged.
- Road and street jogs with centerline offsets of less than 150 feet shall be avoided.

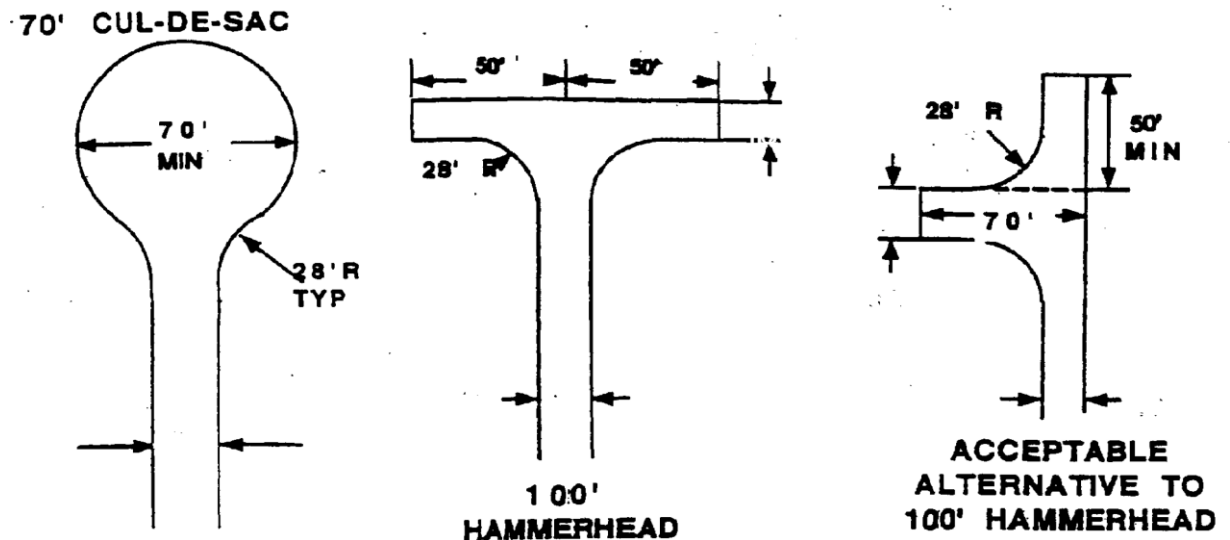
Section 5.3. INTERSECTIONS

- In so far as practical, all streets and roads shall intersect at right angles or as close thereto as possible. No street shall intersect another at an angle of less than 70 degrees. All roads and streets that do not intersect at right angles shall have the intersection angle approved by the Olmsted county highway engineer to insure sufficient sight distance and traffic safety. More than two (2) streets intersecting at the same location shall be prohibited.
- Street jogs with centerline offsets of less than one hundred fifty (150) feet shall be avoided.
- When the Town Board finds it necessary for reasons of safety and the protection of property, property lines at street intersections shall be rounded with a radius of fifteen (15) feet. The Town Board may permit comparable cords in lieu of the rounded corners.

Section 5.4. PRIVATE ROADS

- A trafficway serving four (4) to ten (10) private residences shall be deemed a private road unless dedicated to the public.
- Private roads are required to have an approved and road name.
- Private roads are required to have street signs. The initial signs are to be paid for by the developer / owner and subsequently maintained by all property owners owning property that utilizes the private road.
- Private roads shall be able to accommodate emergency vehicles.
- Private roads shall have the following design minimums:
 1. Minimum trafficway of 18 feet with 2-foot shoulders of class five road rock.
 2. Curves shall have a minimum inside radius of 28 feet.
 3. A private road exceeding 700 ft in length will be provided with either a circular or hammerhead style turn around area (Ref. Figure 5.4.)

Figure 5.4. PRIVATE ROAD -- TURN AROUND AREAS



4. The Township will not maintain private roads. If a private road is to be eligible for Township maintenance it must be upgraded to township road standards and accepted by the Township.

Section 5.5 PRIVATE DRIVE

- A trafficway serving one (1) to three (3) private residences shall be deemed a private drive.
- Private drives are not required to have an approved and recorded road name.
- Private drives shall be able to accommodate emergency vehicles.
- Private drives shall have the following design minimums:
 1. Minimum traffic way of 20 feet.
 2. A private drive must provide adequate space for emergency vehicles to turn around.
 3. The Township will not maintain private drives. If a private drive is to be eligible for Township maintenance it must be upgraded to township road standards and accepted by the Township.

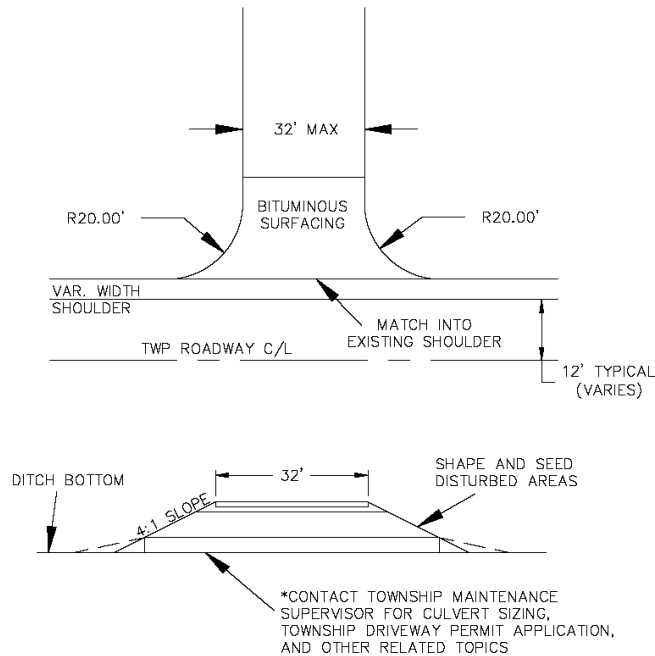
Section 5.6. ALLEYS

- Alleys shall be required in all commercial and industrial districts, except that the Planning Commission may waive this requirement where the commercial or industrial district is designed as a comprehensive unit and adequate provisions for service access, off-street loading and unloading areas and parking space is a part of the overall development plan.
- Dead-end alleys are prohibited except where natural or other features make it impossible to continue them. Where dead end alleys are unavoidable, they shall be provided with adequate turnaround facilities at the dead-end as determined by the Planning Commission.
- Alleys shall not be provided in residential areas unless a secondary means of access to certain property is necessary due to topography or other exceptional circumstances.
- Design standards for alleys are contained in Section 5.1. of this ordinance.

Section 5.7. GRADING, SUBGRADE, BASE AND SURFACING

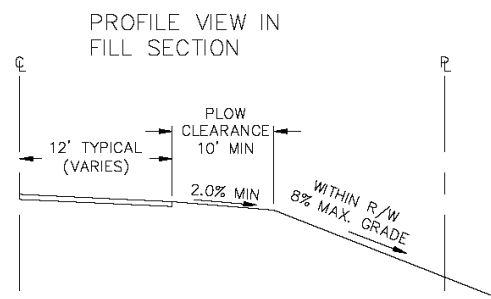
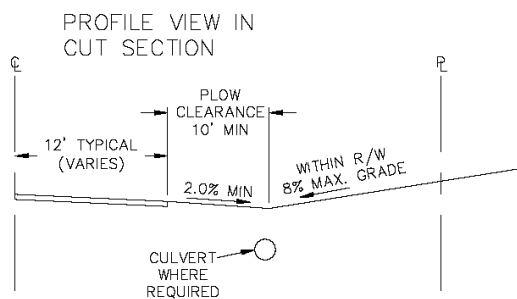
- The upper one-foot of topsoil shall be removed from the traveled portion of the roadway and placed on the inslopes and backslopes.
- All excavation and embankment as well as surfacing shall be finished in reasonably close conformity with dimension shown on the typical sections below and shall be compacted by the Method of Quality Compaction in accordance with the requirements of "Minnesota Department of Transportation, Standard Specifications for Construction, Specification Number 2105.3 latest edition."
- Roadway design shall be as illustrated in the included engineering drawing.
- All streets shall be graded to their full right-of-way, and the roadway compacted to ninety-five (95) percent of proctor density.
- Sodding and/or seeding shall be provided for on new or reconstructed roadways.
- Where staged roadway construction is employed including the early application of a bituminous (bit) base pavement layer or bit base and bit wear pavement layers, the Town Board may require the application of a final bit wear layer prior to acceptance of the road by the Township.
- A construction permit shall be filed by the developer or owner with the Township Zoning Administrator prior to any work being done on a roadway
- A grading plan shall be submitted to the Township Zoning Administrator and a grading permit issued prior to any construction. All roads shall be inspected by the appropriate road authority as work progresses.
- The Town Board shall only accept a roadway by resolution. No roadway shall be accepted by the township unless a minimum of fifty (50) percent of the dwelling have been issued either temporary certificates of occupancy or certificates of occupancy and after a report has been submitted to the board by the township engineer recommending acceptance.
- The Town Board may, at its discretion, perform limited maintenance without incurring any obligation for future acceptance of a road.

COMMERCIAL ENTRANCE



GENERAL NOTES:

- 1) IF MODIFICATIONS ARE MADE TO AN EXISTING ENTRANCE BY A PROPERTY OWNER, THE ENTRANCE SHALL BE BROUGHT UP TO ALL CURRENT ROCHESTER/CASCADE TOWNSHIP STANDARDS AT THE PROPERTY OWNERS EXPENSE.
- 2) MATCH INPLACE SECTION WHERE SURFACING EXISTS. TYPICAL SURFACING IS 8" AGGREGATE SURFACING TO THE R/W FOR NEW ENTRANCES.
- 3) FOR RECONSTRUCTION PROJECTS, CONCRETE AND BITUMINOUS ENTRANCES SHALL BE REPLACED WITH BITUMINOUS TO THE LIMIT REMOVED.
- 4) WHERE REQUIRED THE BITUMINOUS SURFACING SHALL BE A MINIMUM 3-1/2" BITUMINOUS WEARING COURSE PLACED IN TWO LIFTS OVER A MINIMUM 8" AGGREGATE BASE.



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 PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA

MARK R. WELCH

DATE _____ REG. NO. 42736

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LAST REVISED: 1-29-19

Prepared For:
ROCHESTER/CASCADE

TOWNSHIP

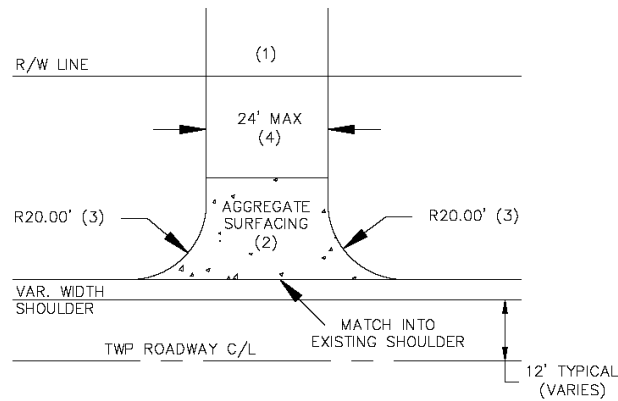
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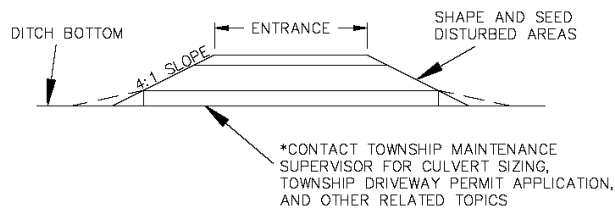
FILE NO.: 04-140

FIELD ENTRANCE

PLAN VIEW



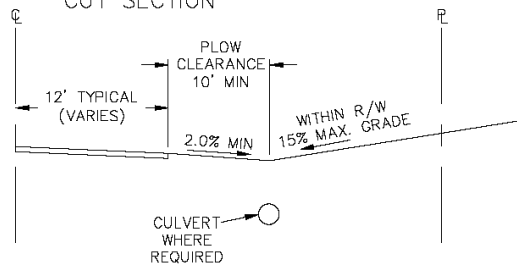
SECTIONAL VIEW



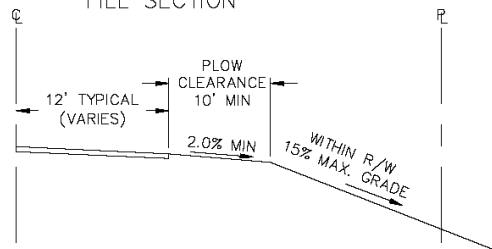
GENERAL NOTES:

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- 2) TYPICAL SURFACING IS 12" AGGREGATE SURFACING TO THE R/W.
- 3) THE RADIUS MAY BE EXPANDED 30 FEET IF THE TOWNSHIP ROAD WIDTH INCLUDING SHOULDER IS LESS THAN 24 FEET.
- 4) 36 FOOT MAXIMUM WIDTH FOR SHARED ENTRANCES.

PROFILE VIEW IN CUT SECTION



PROFILE VIEW IN FILL SECTION



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SHEET 1 OF 1 FILE NO.: 04-140

[illegible]

- 1.) CONTACT THE ROADWAY JURISDICTION OF THE EXISTING ROADWAY FOR PERMIT. PROVIDE SIGHT AND STOPPING DISTANCE CRITERIA FOR APPROVAL
- 2.) NEW STREET CONSTRUCTION REQUIRES BITUMINOUS SURFACING THAT SHALL BE A MINIMUM OF 3.5 INCHES IN DEPTH PLACED IN TWO LIFTS. DEPTH OF AGGREGATE SHALL BE A MINIMUM OF 8 INCHES. ROAD DESIGN SHALL BE A 7 TON MINIMUM BASED ON A GEOTECHNICAL REPORT AND R-VALUES. RECONSTRUCTION SURFACING REQUIREMENTS SHALL BE DETERMINED BY THE TOWNSHIP AUTHORITY RECOMMENDING THE PROJECT.
- 3.) INSLOPES SHALL BE 4:1. A SLOPE INCREASE TO 3:1 IS ACCEPTABLE IN MAJOR FIL SECTIONS WHERE NO DRIVEWAYS OR OTHER OBSTRUCTIONS WILL BE CONSTRUCTED. SLOPES STEEPER THAN 3:1 SHALL REQUIRE A GEOTECHNICAL REPORT ADDRESSING SLOPE STABILITY AND ANALYSIS OF THE NEED FOR GUARDRAILS.
- 4.) BACKSLOPES SHALL BE 4:1. A SLOPE INCREASE TO 3:1 IS ACCEPTABLE TO TIE OUT TO EXISTING GROUND IN CUT SECTIONS. DRIVEWAYS IN NEW STREET CONSTRUCTION WHICH CROSS A CUT SLOPE IN EXCESS OF 4:1 SHALL BE CONSTRUCTED AS PART OF THE STREET GRADING. DRIVEWAY GRADING SHALL BE TO A POINT DEPICED AS THE BUILDING PAD OR TO NATURAL GROUND WITH A SLOPE OF LESS THAN 12%.
- 5.) SUBDRAIN SHALL BE INSTALLED AT THE SURFACING EDGE AND/OR IN DITCH BOTTOMS TO ENSURE A DRY SUBGRADE AND TO ALLOW FOR MAINTENANCE OF THE RIGHT OF WAY. LOCATIONS FOR SUBDRAINS SHALL BE BASED ON SOILS, TOPOGRAPHY AND STREET GEOMETRICS.
- 6.) PROPERTY LINES AND EASEMENTS AT STREET INTERSECTIONS SHALL BE ROUNDED WITH A RADIUS OF 15 FEET OR A COMPARABLE CORD.

[illegible]

Diagram illustrating a cross-section of a road. The diagram shows a 12' DRIVE LANE, a 2.0% slope, and a vertical curve with a 10% MAX slope. The vertical curve is defined by a 2' high point no closer than 2' from the intersection of the 2.0% slope and the 10% MAX slope.

COT SECTION

12' DRIVE LANE

DESIRED 50' LANDING (25' MINIMUM)

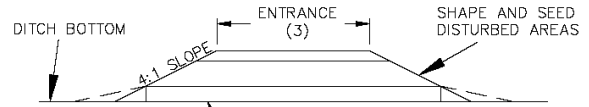
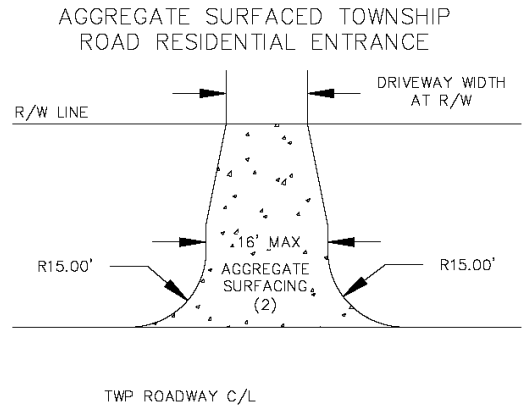
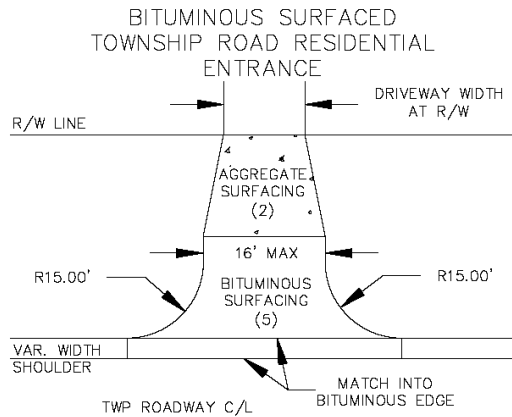
2.0%

VAR SLOPE (10% MAX)

FIT A VERTICAL CURVE WITH A LOW POINT NO CLOSER THAN 25' FROM C TO C INTERSECTION

SHEET 1 OF 1	FILE NO.: 04-140
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RESIDENTIAL ENTRANCE



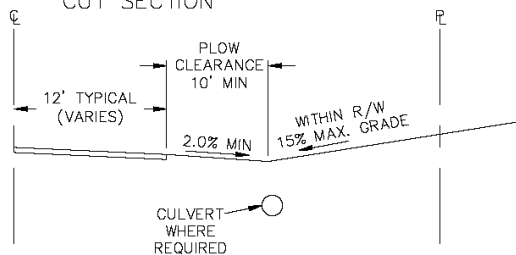
*CONTACT TOWNSHIP MAINTENANCE SUPERVISOR FOR CULVERT SIZING, TOWNSHIP DRIVEWAY PERMIT APPLICATION, AND OTHER RELATED TOPICS

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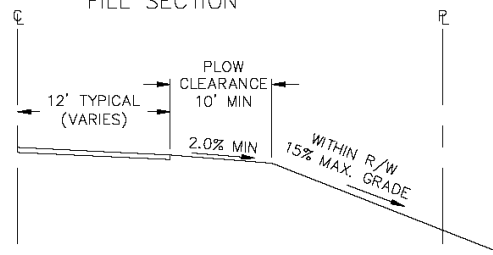
GENERAL NOTES:

- 1) IF MODIFICATIONS ARE MADE TO AN EXISTING ENTRANCE BY A PROPERTY OWNER, THE ENTRANCE SHALL BE BROUGHT UP TO ALL CURRENT TOWNSHIP STANDARDS AT THE PROPERTY OWNERS EXPENSE.
- 2) MATCH INPLACE SECTION WHERE SURFACING EXISTS. MINIMUM SURFACING IS 8" AGGREGATE SURFACING TO THE R/W FOR NEW ENTRANCES.
- 3) STANDARD RESIDENTIAL ENTRANCE WIDTH SHALL BE 16 FEET OR LESS FOR NEW ENTRANCES BASED ON USE. WHEN MODIFYING AN EXISTING ENTRANCE, MATCH EXISTING WIDTH TO A MAXIMUM OF 16 FEET.
- 4) FOR RECONSTRUCTION PROJECTS, CONCRETE AND BITUMINOUS ENTRANCES SHALL BE REPLACED WITH BITUMINOUS TO THE LIMIT REMOVED.
- 5) WHERE REQUIRED THE BITUMINOUS SURFACING SHALL BE A MINIMUM 3-1/2" BITUMINOUS WEARING COURSE PLACED IN TWO LIFTS OVER A MINIMUM 8" AGGREGATE BASE.

PROFILE VIEW IN CUT SECTION



PROFILE VIEW IN FILL SECTION



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SHEET 1 OF 1 FILE NO.: 04-140

Section 5.8. EASEMENTS AND DEDICATIONS

- The Town Board may require easements for public utilities. Where such easements are determined to be necessary, they shall be provided along the rear and/or side lot lines and shall be ten (10) feet in width.
- Easements for public or private utilities will be provided along all road rights-of-way. The easements shall be a minimum of ten (10) feet in width. The easements may be interior to and abutting the exterior boundaries of the road right of ways. All above ground utility components must be exterior of the obstacle free area, which extends a distance of twenty (20) feet from the traveled portion of the roadway. Only underground utilities may be within the road right-of-way. All underground utilities must be buried a minimum of thirty two (32) inches below the finished grade.
- Where a water course, drainage way channel or stream traverse a subdivision, there shall be provided a storm water easement for drainage right-of-way conforming substantially with the lines of such water course. If it is deemed advisable by the Planning Commission, such water course or drainage way may be re-established to conform with the proposed street pattern, in which case suitable storm drainage facilities shall be designed by a licensed engineer and the design reviewed by the County Engineer.
- Any storm water control or impoundment features will have easements to allow maintenance and access for maintenance.
- Upon consideration of the particular type of development proposed in the subdivision, and especially in large-scale neighborhood unit developments, the Planning Commission may require the dedication or reservation of areas or sites suitable to the needs created by such development for schools, parks and other neighborhood purposes.
- Pedestrian walkways not less than ten (10) feet wide shall be required where deemed essential to provide circulation or access to schools, playgrounds, community facilities or for recreational purposes.

Section 5.9 LOTS

The size, width, shape and orientation of lots and buildings set-back line shall be appropriate for the type of development and use contemplated. The Rochester Township Zoning Ordinance governs lot sizes. Every lot shall have adequate access through easement of at least thirty-three feet, a private road or public street, thus providing access for fire protection, utilities and other necessary services.

A. Residential lot dimensions are contained in the following table:

	LOTS SERVED BY PUBLIC SEWERAGE SYSTEM	LOTS SERVED BY PRIVATE SEWERAGE SYSTEM
Minimum Lot Width at Street Line	60 feet	120 feet
Minimum Lot Width at Building line	60 feet	120 feet
Maximum Lot depth as measured along side lot lines	160 feet	2 ½ times street frontage
Minimum Area of Lot	one-half acre	two acres **
**Additional lot area may be required by the Commission depending upon soil and drainage conditions.		

- B. Corner lots for residential use shall have additional width to permit appropriate building set back from and orientation to both streets.
- C. Side lot lines shall be as near to right angles or radial to street lines as possible.
- D. Every lot shall lie adjacent to a public street, private street, private drive at least 40 feet in width or have a 33 foot access easement to a public or private street, thus providing access for fire protection, utilities and other necessary services.
- E. Where lots have frontage on a cul-de-sac, the minimum lot width may be reduced to 80 feet.

Section 5.10. ENGINEERED PLANS

Street plans must conform to Rochester Township and Olmsted County standards and be designed by a civil engineer. Street plan profiles shall be drawn to scale not greater than one (1) inch equals one-hundred (100) feet horizontally and one (1) inch equals ten (10) feet vertically, and shall show original and proposed centerline elevations, all curve data, street orientation and typical cross section for each street.

Section 5.11. FLOODPLAIN STANDARDS

Suitability: No land may be subdivided which is unsuitable for reasons of flooding or inadequate drainage, water supply or sewage treatment facilities. Manufactured home parks and recreational vehicle parks or campgrounds are considered subdivisions under this ordinance.

1. All lots within the floodplain districts must be able to contain a building site outside of the Floodway District and at or above the regulatory flood protection elevation.
2. All subdivisions must have road access both to the subdivision and to the individual building sites no lower than two feet below the regulatory flood protection elevation. The road or driveway plan, including a regional flood elevation determination, must be prepared by a registered engineer or other qualified individual.
3. For all subdivisions in the floodplain, the Floodway and the Flood Fringe A and B Districts' boundaries, the regulatory flood protection elevation and the required elevation of all access roads must be clearly labeled on all required subdivision drawings and platting documents.
4. In the Flood Prone District, applicants must provide the information required in Section 9.01E of the Olmsted County Zoning Ordinance to determine the regional flood elevation, the floodway boundary and the regulatory flood protection elevation for the subdivision site. (Data available at TCPA office.)
5. If a subdivision proposal or other proposed new development is in a flood prone area, any such proposal must be reviewed to assure that:
 - a. All such proposals are consistent with the need to minimize flood damage within the flood prone area;
 - b. All public utilities and facilities, such as sewer, gas, electrical and water systems are located and constructed to minimize or eliminate flood damage; and
 - c. Adequate drainage is provided to reduce exposure of flood hazard.
6. Subsurface Sewage Treatment Systems (SSTS) shall not be located in a Floodplain as defined in the Olmsted County Zoning Ordinance for development within a platted subdivision after the date of adoption of this ordinance. Existing parcels developed or subdivided prior to the date of this ordinance must avoid placement of an SSTS in the floodplain unless no option exists to locate the SSTS outside of the floodplain. The SSTS shall not be located in the Floodway and may only be

located in the FFA and FFB Flood Fringe District or Flood Prone District if no other option exists. The SSTS must comply with all elements of Minnesota Rules, Chapter 7080.2270.

Section 5.12 DRAINAGE

- Provisions for the collection and disposal of surface and stormwater shall be provided within the street right-of-way to comply with Federal, State, County and Township regulations.
- Culverts and bridge widths shall be at least the width of the roadway and should plus a driver reaction of two feet. All culverts in the public right-of-way shall be new with aprons.
- The following information shall be included with the grading plan:
 1. Inslopes shall be a minimum of 3:1, and all slopes shall be kept free of impediments or obstacles not part of the roadway and ditch designs to a distance of twenty (20) feet from the traveled portion of the roadway.
 2. No stormwater runoff or natural drainage water shall be so diverted, or directed as to overload the existing drainage systems or create flooding or the need for additional drainage structures on other private properties or public lands without proper and approved provision be made for avoiding these conditions.
- Calculation methodology.
 - (a) A hydrograph method based on sound hydrologic theory shall be used to analyze runoff for the design or analysis of flows and water levels.
 - (b) The design of any permanent stormwater treatment system intended to meet the requirements of this chapter shall be verified by routing the design storm hydrograph through the proposed facility using the storage indication method or other methodology demonstrated to be more appropriate.
 - (c) A stormwater report which includes pre and post development plans, routings, hydrographs and any calculations required to demonstrate compliance with this chapter shall be submitted to the city for approval.
 - (d) Runoff rates for proposed activities and development shall:
 - (i) Apply land cover conditions existing as of the effective date of this ordinance as the baseline for existing conditions in runoff calculations.
 - (ii) Post-development runoff rates shall be less than or equal to pre-development rates for the two-year, ten-year and 100-year design storms, unless otherwise permitted by the Township Engineer.
 - (iii) Atlas 14 precipitation data shall be utilized for pre and post-development runoff computations or as approved by the Township Engineer.
- Current National Pollutant Discharge Eliminations Systems (NPDES) general construction permit requirements shall apply.
- Permitted gutter flow width shall be determined based on the required roadway in conjunction with providing a 12 foot unobstructed travel lane for emergency vehicles. Swales shall be designed to convey the 100-year design storm.
- Stormwater collection and conveyance systems shall be designed to safely pass the 100-year design storm.
- Culverts, natural drainageways or other conveyance facilities shall be sized to accommodate the potential runoff from its entire developed upstream drainage area.

ARTICLE VI REQUIRED IMPROVEMENTS

Section 6.0. MONUMENTS

Durable iron monuments shall be placed at all block corners, all intermediate points on blocks where there is a change in the direction of the block line, at points of curves in streets, at each angle and curve point on the exterior boundary lines of the plat, and at such other points as may be required by the Olmsted County Engineer.

Section 6.1. STREETS

All streets/roads/roadways/drives shall be constructed in accordance with the design standards of Article V. Official acceptance of any street being public or private is required. A Township representative shall inspect the street and determine acceptance including all drainage and stormwater retention. The Township may withhold building permit applications within a development until the street has received preliminary approval by the Town Board. Preliminary street approval does not mean final approval or acceptance by the Township. Maintenance of a street by the Township shall not begin without final acceptance of the street. Partial maintenance of a street may be provided by the Township at the Town Board's discretion and shall not be considered final acceptance.

Section 6.2. SIGNS

All signs, posts and their installation shall require approval of the Olmsted County Engineer or Township Engineer, and conform to Olmsted County standards. A fee will be charged to the developer for the first sign(s) on public roads or streets. Sign installation and type including post will be at the discretion of the Township Road Maintenance Supervisor.

Section 6.3. UTILITIES

It shall be the responsibility of the subdivider to contact utility companies to determine the availability of services and to make the necessary arrangements for their installation.

Where a community or multiparty-type water supply system and/or waste removal system is to be utilized, the subdivider or developer shall install the wells, water mains and/or waste collection system prior to construction of buildings upon the lots.

The Township encourages all utilities other than water and waste removal to be located in the same trench.

Section 6.4. STORM WATER MANAGEMENT

All storm water management facilities and structures must be constructed prior to acceptance of the road by the township. If no road construction is associated with the development then all storm water management facilities and structures must be constructed prior to construction of buildings upon the lots. All subdivision proposals shall define the care and maintenance of all drainage easements and stormwater facilities.

All stormwater management facilities and structures must meet the stormwater management requirements in the Rochester Township Stormwater Management Ordinance.

Drainage discharge shall be managed so post-development runoff is equal to or less than pre-development runoff.

Section 6.5. CONSTRUCTION BONDS

In the interest of good development and to protect the taxpayers and future purchasers of residential, commercial and industrial properties, it shall be the policy of the Town Board to require that a construction and/or performance bond, letter of credit or certified check be posted to Rochester Township for completion of all work required under the provisions of this ordinance.

- **CONSTRUCTION or PERFORMANCE BOND:** The Town Board may accept a final plat for recording where the owner and/or developer of the platted subdivision posts a certified check, letter of credit or surety bond acceptable to the Town Board in sufficient amount to cover the provisions of this ordinance.

The amount of said certified check or surety bond shall be determined by the Town Board, with input from the County Engineer, and the stipulated period covered by such bond shall in general be for a period of two (2) years, and renewed for one (1) year intervals until the work is completed and accepted by the Town Board. Where a portion of the work covered by the certified check or surety bond has been completed and is acceptable to the Town Board, then the amount of the certified check or surety bond may be reduced in proportion to the amount of work completed.

Section 6.6. DEVELOPMENT CONTRACT PROVIDING FOR THE INSTALLATION OF IMPROVEMENTS

Prior to the installation of any required improvements and prior to final approval of the plat, the developer shall enter into a contract, in writing and in a form acceptable to the Town Board, requiring the developer to furnish and construct said improvements at the developer's sole cost and in accordance with plans and specifications approved by the Town Board (Developer's Agreement). The developer shall include provisions for supervision of details of construction by the township engineer and shall grant the township engineer authority to correlate the work to be done under said contract by any subcontractor authorized to proceed thereunder and with any other work being done or contracted by the local unit of government in the vicinity. The agreement shall require the developer to make a cash escrow deposit or a bank letter of credit in an amount and form approved by the Town Board. In general the surety shall represent no less than 125 percent of the cost of the improvements including all inspections.

The developer shall be responsible to pay all reasonable costs incurred by the Township or its agents in the review and inspection of the project and enforcement of this Ordinance, including but not limited to administrative, planning, engineering and legal fees.

ARTICLE VII SINKHOLE DEFINITION & REQUIREMENTS

Section 7.0. SINKHOLE DEFINITION

Sinkholes exist in Rochester Township and are formed by the movement of water in the ground and bedrock causing the dissolution of soluble rock and the resultant sinking of the surface into these voids. The dissolution of the rock is not uniform and is enhanced along joints and cracks in the rock. The result of this action is karst. Thus a sinkhole is defined as a depression or hole in the landscape surface formed by the dissolution of bedrock or the collapse of an underlying cavity.

Depressions in karst advisory areas where soils are deeper than eight (8) feet that were formed by differential compaction or subsidence are not considered sinkholes for the purposes of this ordinance.

Section 7.1. EDGE DEFINITION

For the purposes of defining offsets, the edge of a singular sinkhole shall be defined as the inner doline formed by the collapse or the dissolution of the carbonate bedrock plus a horizontal distance equal to the average vertical depth of soil in the area, i.e. a slope of forty-five (45) degrees from the inner doline to the point of intersection with the soil at the average soil depth in the area (Ref. Fig. 7.6.)

A cluster or sinkhole group would exist where two (2) or more sinkholes are separated by an edge-to-edge distance of less than two hundred (200) feet.

Section 7.2. SINKHOLE ADVISORY AREAS

Sinkhole prone areas are defined as “karst advisory areas (KAA)” as shown in the Olmsted County Geologic Atlas.

Section 7.3. REQUIREMENTS

Developments in the KAA’s must document any open or closed (mitigated) sinkholes. Preliminary plat documentation must include an evaluation for the intrinsic geologic risk of the site including the risk of catastrophic collapse and potential for ground water contamination. Such documentation and the site topographic drawing shall identify all sinkholes on the subject property and those known or cataloged sinkholes shown in the Olmsted County or Rochester Township sinkhole inventory or registry within a distance of five hundred (500) feet from the property boundaries.

Where sinkholes exhibit linear patterns the area shall be evaluated for soil and/or bedrock stability as part of the Preliminary Plat submission and prior to any construction activity.

Section 7.4. SETBACKS

Where sinkholes are identified the following setbacks from the sinkhole edge as defined in Section 7.1. shall apply:

- | | |
|--|----------|
| • Septic tanks | 50 feet |
| • Septic fields | 50 feet |
| • Structures without evaluation of underlying geology | 500 feet |
| • Structures with design supported by geologic evaluation, an engineered design and with sinkhole mitigation as per the report; “Basis for Sinkhole Designs,” dated February 1993, by Barr Engineering | 0 feet |

Section 7.5. MITIGATION OF SINKHOLES

Where sinkholes occur wholly or partially within the right-of-way of public roads, these sinkholes must be mitigated in accordance with the design practices documented in “Basis for Sinkhole Designs,” dated February 1993, by Barr Engineering. The proposed mitigation plan must be designed by a licensed engineer and must be accepted by the Planning Commission as part of the Preliminary plat approval and prior to the start of any construction.

Mitigation of sinkholes in general will follow the practices identified in the document “Basis for Sinkhole Designs,” dated February 1993, by Barr Engineering. The Zoning Administrator must be notified of any proposed mitigation and the mitigation plan prior to start of such mitigation.

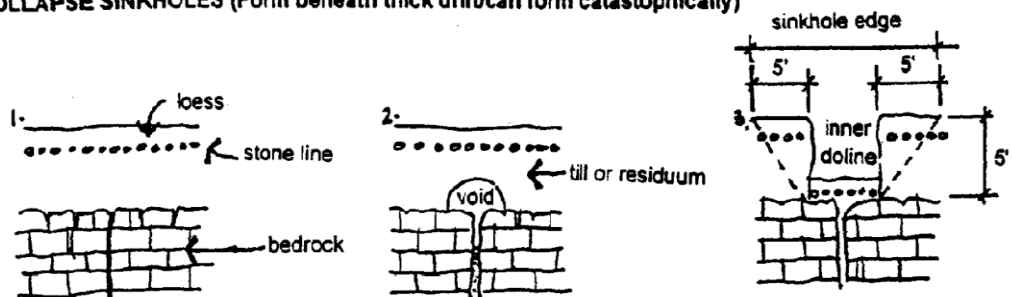
Sinkholes of a cylindrical type or any sinkhole that would potentially form a trap or be a hazard to public safety must be mitigated at the start of any construction in the development.

Figure 7.6. TYPICAL SINKHOLE CROSS-SECTIONS

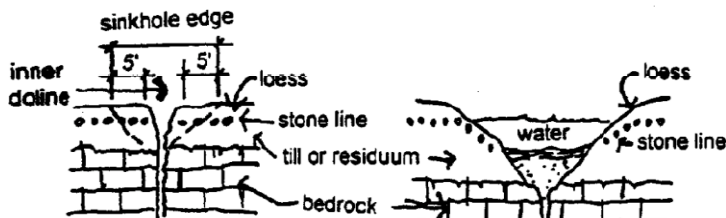
SUBSIDENCE SINKHOLES (Thin glacial drift/ form slowly)



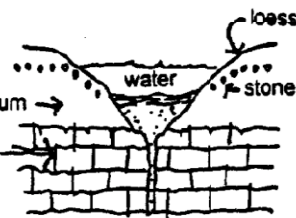
COLLAPSE SINKHOLES (Form beneath thick drift/can form catastrophically)



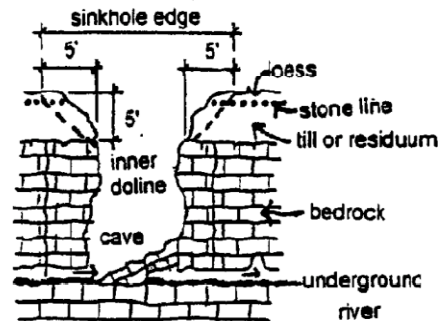
SOIL PIPES



KARST PONDS



KARST WINDOW



SINKHOLE FORMATION

Sinkholes form where surface materials are eroded through the solution channels in the underlying bedrock. If that erosion is slow compared to the rate at which the land surface adjusts, a slow subsidence sinkhole forms. If the subsurface erosion is rapid compared to the rate at which land surface adjusts, a void can form in the unconsolidated materials above the bedrock surface, and when the roof of that void fails, a catastrophic sinkhole can suddenly appear.

The drains in the bottoms of both subsidence and catastrophic sinkholes can be plugged by debris. Water may be temporarily collect in such plugged sinkholes and form ponds. As sinkholes continue to grow, they eventually form karst windows. In Minnesota the erosion process was interrupted by cycles of glacial deposition before the sinkholes evolved into karst windows. A stone line is present beneath the loess in places, but not everywhere:

Definitions:

- Inner doline-** The edge of soil/bedrock collapse in cylindrical depression a point at mid-slope between the bottom and the shoulder of the depression.
- Sinkhole edge-** A line extending from the inner doline at a horizontal distance equal to the average vertical soil depth in the area defining a 1:1 slope (45%) from the top of bedrock at the inner doline to the surface.

ARTICLE VIII PLATTING EXCEPTIONS AND CONDITIONS

Section 8.0. METES & BOUNDS SUBDIVISION

Section 8.01. PORTION OF PLATTED LOT

On application of the owner, the Town Board may approve a metes and bounds subdivision of a portion of a platted lot under the following circumstances if, in each instance, the new and residual parcels of land which would result from the metes and bounds subdivision meet the requirements of the Zoning Ordinance.

- a) When it is desired to relocate a property line separating platted lots or a platted lot and unplatted land which would not result in the creation of any additional lots; or
- b) When it is desired to divide two (2) platted lots into not more than three (3) parcels; or
- c) When it is desired to divide one (1) platted lot into not more than three (3) parcels.

And the following conditions are:

- d) When the parcels are approved for private sewage disposal systems, if needed, by the Rochester Township Septic Inspector.
- e) When such a subdivision will not interfere with the purposes of the Subdivision Ordinance and would be consistent with the Rochester Township Land Use Plan.
- f) All unused wells are sealed.

Section 8.02. UNPLATTED LAND

On application of the owner, the Town Board may approve a metes and bounds subdivision under the following conditions if, in each instance, the new and residual parcels of land which would result from the metes and bounds subdivision meet the requirements of the Zoning Ordinance.

- a) When it is desired to relocate a property line that would not result in the creation of any additional lots; or
- b) When the subdivision involves the creation of no more than a total of three (3) new and residual parcels from a legally recorded parcel.

And the following conditions are both met:

- c) When the parcels are approved for private sewage disposal systems, if needed, by the Rochester Township Septic Inspector.
- d) When such a subdivision will not interfere with the purposes of the Subdivision Ordinance and would be consistent with the Rochester Township Land Use Plan.

Section 8.1. DEDICATION OF STREET, PUBLIC UTILITY, AND DRAINAGE EASEMENTS

When it is determined that additional public street easements are required along existing public roads in order to improve drainage or roadway safety, the owner shall be required to dedicate such necessary street easements as a condition of metes and bounds subdivision approval.

When public utility easements are required as a result of a metes and bounds subdivision, the owner shall dedicate such necessary easements as a condition of metes and bounds subdivision approval. Definition of such easement must be included on the Certificate of Survey.

When drainage easements are required by the Olmsted County Engineer, Olmsted County Soil and Water

Conservation District or Town Board as a result of a metes and bounds subdivision, the owner shall dedicate such necessary drainage easement as a condition of metes and bounds subdivision approval. Definition of such easement must be included on the Certificate of Survey.

Section 8.2. APPLICATIONS

All applications under this Section shall be filed with the Zoning Administrator and shall have attached thereto a legal description and map of the land to be subdivided showing all new and residual parcels, any deed covenants or restrictions that exist or are proposed and written approval of the Olmsted County Health Department for private sewage disposal systems, if needed.

All applications shall be sent to the Town Board for their review and decision at the next scheduled meeting. The Town Board shall act on the application in accordance with State Statute time limits.

Final approval of all applications will require a Certificate of Survey prepared by a registered land surveyor for each new parcel (unless waived by the County Surveyor in total or in part). The County Surveyor may waive the Certificate of Survey for a parcel of land that is forty (40) acres or more in size.

Section 8.3. FILING FEE

A filing fee as established by the Township Cooperative Planning Association shall accompany all applications for metes and bounds subdivision approval. All fees paid by check shall be made payable as directed by the Zoning Administrator.

ARTICLE IX DEDICATIONS AND RESERVATIONS

Section 9.0. REQUIREMENT FOR OPEN SPACE

Where deemed appropriate by the Town Board, additional open space suitably located and of adequate size for parks, trails, playgrounds or other recreational activities for local or neighborhood use, shall be provided for in the proposed subdivision.

Section 9.1. OPEN SPACE

All developments exceeding twenty (20) acres in size and being developed for residential uses shall provide a minimum of 1.5% of the gross development area in a single contiguous area with permanent dedication for common open space.

One-third (1/3) of the open space must be of a buildable quality. Open spaces exceeding two (2) acres may be non-contiguous. Open space shall reflect the site-specific natural characteristics. This space shall not include development septic set-aside area or wetland as defined in the Rochester Township Zoning Ordinance. If homeowner's association agreement is in place, the open space area shall be covered by that homeowner's association agreement. Otherwise, if said parcels are not dedicated to the Township, the Planning Commission may recommend they be reserved by covenant or deed restriction for the common use of all property owners in the subdivision.

ARTICLE X VARIANCES

Section 10.0. HARDSHIP

Where the Town Board finds that extraordinary hardship may result from strict compliance with the provisions of this ordinance, it may vary the regulations during the platting process to the extent that substantial justice may be done and the public interest secured, provided that such variation may be granted without detriment to the public interest and will not have the effect of nullifying the intent and purpose of this ordinance.

Section 10.1. CONDITIONS

In the granting of variances, the Town Board shall weigh the hardships against the general standards and objectives of this ordinance and the Rochester Township Zoning Ordinance and the Rochester Township Land Use Plan, and may require such conditions that will, in its judgment, secure substantially the objectives of the standards or requirements so varied or modified.

Section 10.2. BOARD OF ADJUSTMENT

The Board of Adjustment shall act upon all questions, excepting the granting of the plat, as they may arise in the administration of this ordinance. The Board of Adjustment shall hear and decide appeals from and review any order, requirement, decision or determination made in the enforcement of this ordinance including appeals to platting variances.

Section 10.3. PLATTING VARIANCES

The Planning Commission shall have the authority to grant variances to the subdivision's standards during the platting process. Application for such variances shall be made by the applicant during the preliminary plat and included in any staff review and comments allowed for during the public hearing process.

Section 10.4. APPEALS REGARDING THE GRANTING OF PLATS

Appeals of the Commission decision relating to the granting of plats including platting variances shall be submitted to the Zoning Administrator within ten (10) days of the Commission's decision. Such appeals will be submitted to the Town Board at their next regular meeting. The Town Board shall within sixty(60) days after the receipt of the appeal adopt findings and act upon the appeal.

Section 10.5 OTHER APPEALS

All appeals of decision of the Commission regarding this ordinance, excepting the granting of plat variances and the granting of a plat, shall be made directly to the Township Board of Adjustment. Appeals must be filed with the Zoning Administrator within ten (10) days of the date of the decision of the Commission. The Board shall hold a duly noticed public hearing within sixty (60) days from the receipt of a written appeal and develop findings and act upon the appeal. The decision of the Board of Adjustment is final.

ARTICLE XI ENFORCEMENT

Any person, agent or corporation found guilty of violating any of the provisions of this ordinance, upon conviction thereof, shall be subject to a fine and the cost of prosecution for each violation; or be imprisoned for a period of not more than ninety (90) days or both. Each day that a violation exists or continues shall constitute a separate offense.

ARTICLE XII AMENDMENTS

The Planning Commission may of its own notion or upon petition, cause to be prepared amendments supplementing or changing the regulations herein established. All proposed amendments, together with the recommendation of the Planning Commission, shall be submitted to the Town Board for adoption in accordance with established procedures.

ARTICLE XIII VALIDITY, SEPARABILITY AND EFFECTIVE DATE

Section 13.0. VALIDITY

Whenever any provision of this ordinance imposes restrictions which are more restrictive than those imposed by provisions of existing laws or ordinances, the provision of this ordinance shall govern.

Section 13.1. SEPARABILITY

Should any section, clause or provision of this ordinance be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the ordinance as a whole or any part thereof, except that part so declared to be invalid.

Section 13.2. EFFECTIVE DATE

This ordinance shall become effective July 11, 2003, updated XXXXXXXXXX.

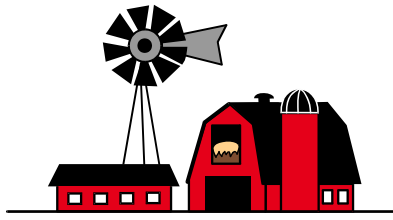
Section 13.3. FEES

There shall be fees established for items in this ordinance as established from time to time by Township Cooperative Planning Association.

TOWNSHIP COOPERATIVE PLANNING ASSOCIATION

4111 11th Avenue SW
Room 10
Rochester, MN 55902

PH: (507) 529-0774
FX: (507) 281-6821



*Roger Ihrke, Administrator
David Meir, Administrator
Jered Staton, Administrator*

*roger@tcpamn.org
david@tcpamn.org
jered@tcpamn.org*

-- TCPA --

Date: 01/04/2023

To: Rochester Township Planning Commission
Rochester Township Board
G-Cubed

RE: Millie Meadow Estates Third Final Plat

Application:

The Rochester Township Planning Commission will hold a public hearing at the Rochester Town Hall, 4111 11th Ave SW, Rochester, MN on Tuesday, January 10th, 2023, after 7:00 PM regarding:

Request:

An application for a final plat consisting of 41.9 acres being subdivided into 17 single family residential lots and two outlots. The property was rezoned by the Rochester Township Board on October 13, 2022, from A-2 Agricultural Protection District to R-1 Low Density Residential District. The preliminary plat was approved by the Rochester Township Planning Commission on December 6, 2022. The proposed development is known as Millie Meadow Estates Third and is located east of Millie Meadow Estates and Millie Meadow Estates Second. Access will be obtained via a roadway connection to Millie Meadows Drive SW. The seventeen (17) lots as proposed will be serviced by individual sewage treatment systems and shared wells.

Partial Legal Description:

Parcel #: 642922070973. Part of the West Half of the Northwest Quarter of Section 29, Township 106 North, Range 14 West, Olmsted County, Minnesota

Owner &

Applicant: GMR LLC, Mark Hanson & Gene Peters, 2314 Scenic Park Place SW, Rochester, MN 55902

Engineers: GGG, Inc., 14070 Hwy 52 SE, Chatfield, MN 55923

Present Zoning:

R-1(Low Density Residential)

Enclosures:

1. Applicant's submittal

Reviewers: Olmsted County Planning

Olmsted County Assessor

WHKS Engineering
Rochester/Olmsted GIS
Olmsted County Public Works
Olmsted County Soil and Water
Minnesota Energy Resources
Rochester Fire Department

Minnesota Department of Natural Resources
Minnesota Pollution Control
GGG Engineering
Peoples Cooperative Services
Century Link

Background:

Rochester Township went through the process of amending the Rochester Township Land Use Plan and Map in 2021. The amendment included expanding the areas of suburban development within the township. The Christopherson property (now known as the Millie Meadow Estates development) had gone through the process of land use plan amendments to allow for its development and the township wanted to take a broader look at future development. As you can see on the map, those areas included the lands to the east of Millie Meadows.

The County Land Use Plan approval process for suburban development consists of two steps. The first step requires the township to request moving a property from the “Resource Protection” designation to “Potential Suburban” designation. The second step requires the property owner to request changing the designation from “Potential Suburban” to “Suburban Subdivision.” The two-step process was completed for the north eighty (80) acres of the Christopherson farm when the Olmsted County Board approved the land use plan amendment on September 19, 2017. They approved an amendment for the rest of the 220 acres on July 21, 2020.

The applicant is proposing to develop approximately 41.9 acres of land on the south side of 40th Street SW and east of the Millie Meadow Estates and Millie Meadows Estates Second subdivision(s). The area is within the “Approved Residential Development” area of the Rochester Township Land Use plan. The Olmsted County Board approved the change to “Suburban Subdivision” on September 6, 2022.

The property was rezoned by the Rochester Township Board on October 13, 2022, from A-2 Agricultural Protection District to R-1 Low Density Residential District.

The connecting roadway, being a part of Millie Meadow Estates Second subdivision, was dedicated to the public on October 13, 2022.

Access to Millie Meadow Estates Third can be achieved from 55th Avenue SW and 40th Street SW through earlier phases of Millie Meadow Estates via the recently dedicated Pagenhart Road SW. Further access potential is present to the south of Millie Meadow Estates Third via Pagenhart Road SW should additional development occur.

An environmental corridor is proposed in the northeast corner of the subdivision. This corridor is intended to protect two identified wetlands consisting of Wetland #1 (0.12 acres) and Wetland #2 (0.29 acres). A dedication document outlining the boundary and permitted uses of the corridor shall be provided by the applicant. Outlot A provides 0.66 acres of open space, meeting the minimum open space requirement of 0.63 acres.

Decorah Edge features are not found within this development.

Final Plat Requirements – Staff review in italics

ARTICLE IV - SPECIFICATIONS FOR PLANS AND PLATS

Section 4.1. FINAL PLAT. The final plat shall be drawn on muslin backed white paper, Mylar or other suitable material with black waterproof ink. The final plat shall measure thirty (30) inches in length and twenty (20) inches in width with a border line of one and one-half (1 ½) inches on the left side of the thirty (30) inch length and a boarder of one-half (1/2) inch provided on the other three (3) sides. When more than one sheet is required for any plat, each sheet shall be numbered consecutively and shall contain a notation of the total number of sheets, i.e. 2 of 3. The final plat shall be drawn to scale not greater than one inch to one hundred (100) feet. When there is a difference in requirements between the subdivision ordinance and the State platting and surveying standards then the State standards will prevail.

Section 4.2. GENERAL INFORMATION. The information to be included on the final plats is as follows:

Final Plat:

- Date, scale, north point.

Yes

- Subdivision name and all street names.

The subdivision name of “Millie Meadow Estates Third”, along with the roadway names of “Christopherson Lane SW” and “Pagenhart Road SW”, are present. The proposed names have been reviewed and approved by Rochester-Olmsted County GIS Division. The developer has provided a check to the Rochester/Olmsted County GIS Division for addresses.

- Name of the owner of record and surveyor preparing plat.

Yes – Owner – GMR LLC, Manager Gene Peters: Surveyor – Geoffrey G Griffin.

- Location of the plat by quarter, quarter section, section, town, and range.

Yes

- Exact location, widths, and names of all existing platted or dedicated streets, easements, railroad and utility right-of-ways, parks, water courses and drainage ditches all of which are of record.

Yes

- Water elevations of adjoining lakes, rivers and streams at date of the survey and their approximate high and low water elevations. All elevations shall refer to the established United State Coast and Geodetic Survey and/or United States Geodetic Survey Datum.

N/A

- Exact location, widths of all streets, their bearings, dimensions, angle of intersection, length of arcs, radii, points of curvature, tangent bearings, easements, private roads and storm drainage.

Yes, provided on the plat.

Public and private roadways are proposed in this development. Christopherson Lane SW is proposed to be a private road beginning immediately after the cul-de-sac at station 17+41.66. An access declaration for the private road has been provided for review and approval.

- Exact length and bearings of the exterior boundaries of the land being subdivided.

Yes

- Exact dimensions of all lots.

Yes

- Exact radii of all curves and lengths of all tangents.

Yes

- Location and width of all known recorded easements, whether public or private and a statement of easement rights.

We are unaware of any known easements. We have four documents that contain easements to record with the plat. Those are a private roadway easement, environmental corridor easement, drainage and utility easements, and water line easements all of which are posted on our website.

Definitions of utility easements, drainage easements and controlled access must appear on the plat.

- Accurate location and material of all permanent reference monuments.

Yes

- Certificate of the registered land surveyor preparing the plat that the plat as presented fully complies with the requirements of this ordinance and the platting laws of the State of Minnesota and the appropriate signature lines.

Yes

- Exact location and area of all land to be dedicated for public use and use or purpose must be defined on plat.

Yes - Dedication is above the first signature by the developer Gene Peters.

- Signature of the Olmsted County Engineer may be required

Signature of County Engineer is not required since access is not from a county road.

- Signature of the Olmsted County Surveyor

Yes

- Signature line for Olmsted County Environment Specialist/Olmsted County Planning Commission.

Yes

- Signature line for the Rochester Town Board

Yes

Supporting Documents:

The following is a list of supporting documents which have been provided for review.

- *Development Agreement*
- *Declaration of Protective Covenants, Conditions and Restrictions*
- *Declaration of Open Space and Maintenance Covenant*
- *Access Declaration for Private Road ("Outlot B")*
- *Declaration of Maintenance Agreement for Private Stormwater Facilities*
- *Temporary Street Turnaround Easement*
- *Declaration of Water Easement (1)*
- *Declaration of Water Easement (2)*
- *Consent to Water Easements*
- *Restrictive Covenant for Environmental Corridor*

*The following is a list of supporting documents which have **not** been provided for review.*

- *HOA Documents including Articles of Incorporation and Bylaws*
- *Consent to Plat*

Conclusion:

The final plat reflects the approved preliminary plat.

The township engineer has reviewed the grading/soil erosion, storm water and roadway plans and provided comments to the applicant.

A variance for the private road was approved with the preliminary plat.

The development agreement is under review yet by the town attorney and staff. Changes have been requested and have not been returned to our office as of the date of this report.

A review of the proposed application according to the Standards listed has been completed by Staff. Staff recommends approval on the following conditions.

- 1. The applicant complies with all requirements as noted by the township engineer.*
- 2. The applicant obtains all federal, state and local permits required by the proposed construction.*
- 3. The applicant submits the required supporting documents not yet submitted.*
- 4. Signage notifying people of wetland existence, use and care must be installed by the developer.*

Rochester Township

Proposed Zoning Ordinance Change – Board of Adjustment and Appeals

February 9, 2023

Section 3.14 BOARD OF ADJUSTMENT:

A. The Board of Adjustment is established in accordance with Minnesota Statutes Section 462.354 and as hereafter amended.

B. The Rochester Township Board shall serve as the Board of Adjustment. ~~shall consist of five (5) members, appointed by the Town Board, and at least one member shall be a member of that Town Board.~~

~~C. Members of the Board of Adjustment shall be subject to removal, for cause, upon majority vote by the Town Board, after notice and opportunity for hearing before the Board.~~

DC. Members whose terms have expired shall continue to serve as members of the Board of Adjustment until their replacements have been appointed. The term of a Town Board member who also serves on the Board of Adjustment shall be concurrent.

ED. Meetings of the Board of Adjustment shall be scheduled monthly at a regular time and location but shall be held only at the call of the chairman and at such other times as the Board, in its rules of procedure, may specify.

FE. The Board of Adjustment shall elect a chairman and vice chairman from its members and shall appoint a secretary who need not be a member of the Board. It shall adopt rules for transaction of its business and shall keep a public record of its transactions, findings, and determinations. Staff services for the Board of Adjustment shall be furnished by the Township.

GE. The Board of Adjustment shall act upon all questions as they may arise in the administration of this zoning ordinance; and it shall hear and decide appeals from, and review any order, requirement, decision, or determination made by an administrative official charged with enforcing this zoning ordinance. Such appeal may be taken by any person aggrieved or by any officer, department, board or bureau of a town, municipality, county or state. The appeal procedures are indicated in Section 4.06 of this zoning ordinance.

HG. The Board of Adjustment shall also have the authority to grant variances to the provisions of this zoning ordinance under certain conditions. The conditions and procedures for issuance of a variance are indicated in Section 4.08 of this zoning ordinance. Appeal from an adverse decision of the Board of Adjustment on variance applications or appeals shall be made to the Olmsted County District Court.



Rochester **== Township ==**

4111 11th Avenue SW
Rochester, MN 55902
www.rochester-township.com

ROCHESTER TOWNSHIP 2023 ANNUAL LETTER

To the Residents of Rochester Township:

Township Elections – Tuesday, March 14, 2023, 5:00 - 8:00 p.m. Rochester Town Hall, 4111 11th Avenue SW, Rochester. Two Township Supervisor positions will be elected. Town hall is open for early voting in person on Saturday, March 5th from 10:00 am – 12:00 pm.

Annual Township Meeting – Tuesday, March 14, 2023, 8:15 p.m. at Rochester Town Hall.

Agenda:

- Approval of 2022 annual meeting minutes
- Introduce Public Safety representative if available (Deputy Dean Thompson)
- Board of Audit report
- Road Maintenance Report
- Permits – burning, buildings, driveways, TCPA
- Discussion and approval of 2024 town budget
- Concerns and comments from the electorate

Township Clerk: Clerk/Treasurer Randy Staver contact information:
rochestertownshipclerk@gmail.com or (507) 282-6488.

Winter Operations and Road Maintenance: Protecting property is a concern for our drivers during the winter snow season and parking vehicles or trailers on township roads longer than 24 hours is prohibited. With an accumulation of more than 2 inches of snow, vehicles must be removed from the roadway. Mailboxes must be installed so that they will not be in the way of maintenance activity. Trash containers should be placed off the pavement and on your driveway to avoid interfering with plowing of snow. Driveway markers must be placed outside the ROW limits. Please help our road crew maintain and clear our roadways.

Storm Water Management and Education: Annually the Township is required by State law to update our MS4 Storm Water Management Plan that is aimed at reducing runoff and pollution. We must establish programs and reporting mechanisms to reduce the discharge of non-storm water and pollutants into our waterways. Report to Township Supervisors any illicit discharge and dumping in ditches to help prevent storm water pollution. We can all contribute to the success of our plan by reducing the use of yard chemicals, pumping septic tanks every 2 years, proper disposal of toxic chemicals, hazardous waste, etc. Rain gardens have been shown to be effective for reducing runoff. Contact Olmsted County Environmental Resources at 328-7070 for more information.

Mowing Township Ditches: Native prairie grasses and flowers in our ditches can play a critical role in providing habitat for wildlife (cattails for red-winged blackbirds, milkweed for monarch butterflies, etc.), increase water filtration, catch snow and help take up excess water runoff. Contact DNR and request more detailed program. Rochester Township supports permitting the mowing of our road ditches to control noxious weeds and to enhance safety.

Fire Protection: We continue to receive fire protection from the City of Rochester. This purchased service has a beneficial effect on our insurance rates and contributes to the health and welfare of our community.

Burn Permits: The DNR website states a burn permit is required if there is less than 3 inches of snow on the ground. Spring fire restrictions take effect after the snow melts. Open burning is restricted until vegetation turns green. DNR reminds us that 98% of fires are caused by humans. Residents are asked to purchase all burn permits through the DNR online system by going to <https://webapps15.dnr.state.mn.us/burning-permits/authentication/login>.

Right-of-Way Reminder: The Township is responsible for the road right-of-way (33 feet on each side of the road centerline). Please do not plant, build, or construct anything in the right-of-way before contacting the Township.

Sheriff Protection: Our thanks to Deputy Dean Thompson for keeping our township safe this past year. Deputy Thompson attends each board meeting and updates the board on all township calls the sheriff's office has responded to in the previous month. In 2022, the Sheriff's department staff responded to 448 calls for service.

We are all fortunate to live in a community with low crime rates, but it's important to stay vigilant. If you see any suspicious activity, someone or something that doesn't seem quite right, do not approach a suspicious vehicle or person, instead report it to our local law enforcement. **Non-emergency: 507-328-6800. Emergency: call 9-1-1.**

MAT 2023 Scholarships: The Minnesota Association of Townships (MAT) has announced the application process for scholarships for high school juniors. The deadline for submitting applications is June 1, 2023. Go to the township website at <http://www.rochester-township.com> to view more information.

Township Website: Go to <http://www.rochester-township.com> for news and announcements, agendas, minutes, ordinances, supervisor contact information and other resources.

Rochester Township

Annual Township Meeting

*Tuesday, March 14, 2023 beginning at 8:00 PM
at Rochester Town Hall, 4111 11th Ave. SW*

*A summary of 2022 activities will be provided along with presentation to
voters of the proposed township budget for 2024*

*The final opportunity to vote for the two open township supervisor seats
occurs from 5:00 pm to 8:15 pm*

Additional information, including the annual newsletter, may be found on the
township website at <https://www.rochester-township.com>. Or, you may contact
the township clerk at rochestertownshipclerk@gmail.com or (507) 282-6488.

**Rochester Township
Budget Information**

Fund	Account	Object	Description	2022 Budget Approved	2022 Actual	2023 Budget Approved	2024 Budget Proposed
100	General Fund						
	Disbursements:						
	41110	103	Supervisors - Wages	\$68,250	\$67,708.52	\$85,313	\$92,138
220	41140	230	Cafeteria Plan	\$0	\$6,399.45	\$0	\$0
	41110	133	Employer Paid Insurance - Supervisor	\$0	\$0.00	\$0	\$0
	41425	103	Clerk/Treasurer - Wages	\$45,000	\$21,808.25	\$32,400	\$34,992
	41425	106	Clerk/Treasurer - Assistant - Wages	\$0	\$0.00	\$23,850	\$25,758
			Total Board Wages	\$113,250	\$95,916.22	\$141,563	\$152,888
			Election Expense				
	41960	103	Election Expense - Wages	\$1,000	\$7,610.88	\$1,070	\$8,000
	41410	201	Election Expense - Printing and Supplies	\$500	\$11.70	\$535	\$578
	41410	351	Election Expense - Legal Ads	\$400	\$189.61	\$200	\$216
			Total Election	\$1,900	\$7,812.19	\$1,805	\$8,794
			Administration				
	41110	230	Operating Supplies	\$13,000	\$2,228.37	\$2,479	\$2,677
	41130	351	Legal Ads - Ordinances	\$0	\$336.49	\$0	\$0
	41940	309, 325	Information Technology	\$0	\$3,831.39	\$2,953	\$3,189
	41110	308	Staff Development / Training - Supervisors	\$600	\$348.00	\$642	\$693
	41425	308	Staff Development / Training - Clerk	\$300	\$0.00	\$321	\$347
	41910	100	Board of Adjustment	\$500	\$0.00	\$535	\$578
	41940	322	Postage	\$0	\$0.00	\$200	\$216
	41940	352	Printing	\$0	\$0.00	\$776	\$838
	43201	401	Custodial Wages and Supplies	\$2,317	\$1,432.16	\$2,479	\$2,677
	43201	100					
	43202	229					
	41530	810	Refunds & Reimbursements	\$0	\$0.00	\$0	\$0
	41940	229	Building Maintenance	\$0	\$7,789.15	\$0	\$0
	41940	208	Picnic	\$0	\$2,070.23	\$621	\$671
	42408	311	Utilities - Security monitoring	\$450	\$391.68	\$566	\$611
	43160	386	8th Street Lights	\$550	\$580.00	\$589	\$636
			Total Administration	\$17,717	\$19,007.47	\$12,160	\$13,133

			Auditor Expense				
41530	301		Auditor	\$6,600	\$6,400.00	\$7,062	\$7,627
			Attorney Expense				
41610	304		Attorney Fees - Township	\$0	\$48,528.75	\$20,000	\$60,000
41610	315		Attorney Fees - Non-township	\$0	\$17,612.73	\$0	\$0
41910	103		Planning & Zoning Commission Wages	\$750	\$1,500.00	\$1,766	\$1,907
			Engineering Fees				
41915	303		Engineering Fees - Township	\$12,500	\$20,687.75	\$30,734	\$33,193
41915	314		Engineering Fees - Non-Township	\$0	\$38,612.64	\$0	\$0
			Total Auditor, Legal and P&Z	\$19,850	\$133,341.87	\$59,562	\$102,727
			Insurance Expense				
41970	361		Insurance- Property & Liability	\$4,000	\$3,216.00	\$4,280	\$4,622
41970	151		Insurance - Workers Comp	\$1,500	\$1,635.00	\$1,605	\$1,733
			Total Insurance	\$5,500	\$4,851.00	\$5,885	\$6,355
			Township Association Dues				
41530	433		Officer Association Dues	\$0	\$1,378.16	\$1,555	\$1,679
			Total Association Dues	\$0	\$1,378.16	\$1,555	\$1,679
			Animal Control				
42701	384		Gopher Bounty	\$850	\$24.00	\$910	\$983
			Total Animal Control	\$850	\$24.00	\$910	\$983
41940	229		Building Repair and Maintenance	\$5,000	\$0.00	\$5,350	\$5,778
41940	403		Other Contract Services	\$5,000	\$0.00	\$5,350	\$5,778
			Total Contract Services	\$10,000	0.00	\$10,700	\$11,556
			Total General Fund Disbursements	\$169,067	262,330.91	\$234,139	\$298,115

201	Road and Bridge Fund						
	Disbursements:						
			Road and Bridge				
	43120	231	Road Rock	\$10,000	\$0.00	\$10,700	\$11,556
	43126	228	Heavy Equipment Repairs	\$0	\$0.00	\$0	\$0
	43120	235	Culverts	\$7,000	\$12,228.10	\$7,490	\$8,089
	43120	232	Calcium	\$3,000	\$5,403.87	\$3,210	\$6,000
	43120	233	Signs	\$1,000	\$9,392.00	\$1,070	\$1,156
	43134	234	Black Top & Overlays	\$310,580	\$63,084.50	\$332,321	\$358,907
	43135	236	Seal Coat & Crack Fill	\$62,000	\$0.00	\$66,340	\$71,647
	43138	230	Road Miscellaneous	\$0	\$865,188.35	\$0	\$0
	43138	401	Contract Services	\$0	\$0.00	\$0	\$0
	43138	408	Tree Trimming & Brush Dump	\$3,500	\$0.00	\$3,745	\$4,045
	43138	303	Consulting Engineers	\$5,000	\$0.00	\$5,350	\$0
	43260	230	Weed Control	\$2,000	\$1,408.00	\$2,140	\$2,311
	43120	409	Striping	\$2,000	\$0.00	\$2,140	\$2,311
	43127	310	JPB Road Service	\$300,000	\$285,165.26	\$321,000	\$346,680
	43155	237	Storm Water Management	\$2,000	\$0.00	\$2,140	\$2,311
			Total Road & Bridge	\$708,080	1,241,870.08	\$757,646	\$815,013
	Total Road and Bridge Fund Disbursements			\$708,080	1,241,870.08	\$757,646	\$815,013
270	Fire Protection						
	Disbursements:						
	42220	312	Fire Protection	\$223,056	\$223,056.00	\$231,978	\$241,257
	Total Fire Fund Disbursements			\$223,056	\$223,056.00	\$231,978	\$241,257
260	Public Safety						
	Disbursements:						
	42120	313	Sheriff Protection	\$19,080	\$21,647.40	\$22,946	\$24,323
	Total Public Safety Fund Disbursements			\$19,080	\$21,647.40	\$22,946	\$24,323
401	Capital Projects						
	Disbursements:						
	43120	530	Meadow Crossing Road	\$30,000	\$0.00	\$32,100	\$0
	Total Capital Projects Fund Disbursements			\$30,000	\$0.00	\$32,100	\$0
250	Reserve Fund						
	Disbursements:						
	41560	521	Reserve Expenditures	\$50,000	\$0.00	\$50,000	\$88,668
	Total Reserve Fund Disbursements			\$50,000	\$0.00	\$50,000	\$88,668

Summary of Expenses				2022 Approved	2022 Actual	2023 Approved	2024 Proposed
Fund 100		General Fund		\$169,067	\$262,331	\$234,139	\$298,115
Fund 200		Road and Bridge		\$708,080	\$1,241,870	\$757,646	\$815,013
Fund 300		Fire Protection		\$223,056	\$223,056	\$231,978	\$241,257
Fund 320		Sheriff Protection		\$19,080	\$21,647	\$22,946	\$24,323
Fund 401		Capital Projects		\$30,000	\$0	\$32,100	\$0
Fund 250		Reserve		\$50,000	\$0	\$50,000	\$88,668
		Total Expenses		\$1,199,283	\$1,748,904.39	\$1,328,809	\$1,467,376
		Tax Levy for the Year		\$1,176,633		\$1,328,809	\$1,467,376
		Reserve Fund					
		Reserve fund balance as of 01/2023		\$557,299			
		Percentage of Budgeted Expenses		47.4%			
		Reserve fund balance as of 12/2024		\$695,967			
		Reserve fund requirement of 50%		\$733,688			
		Reserve fund short fall		\$37,721			
Budget - Year-Over-Year Dollar Change				\$105,656		\$129,526	\$138,567
Budget - Year-Over-Year Percent Change				9.66%		10.80%	10.43%
Tax Levy - per capital (2,088 population in year 2020)				\$ 564		\$ 636	\$ 703
Tax Levy - per household (702 in year 2020)				\$ 1,676		\$ 1,893	\$ 2,090

February 2023
Treasurer's Report

Period: 01/01/2023 - 01/31/2023

Checking

Deposits

Accounts:

Opening Balance - Premier	#1306	\$	1,049,667.00
Opening Balance - Premier	#3794	\$	557,298.94
Opening Balance - Premier	#4917	\$	2,503.67
Opening Balance - ONB	#5320	\$	-
Opening Balance - ONB	#0201	\$	-

Checks / Withdrawals		\$	(623,144.86)
Deposits (incl. interest)		\$	589,947.31
Closing Balance		\$	1,576,272.06
- Reserve (1/2 of Est. Bud).	#3794	\$	(500,000.00)
- Designated ARPA funds	#1306	\$	(197,839.50)
- Designated Griffin road project	#1306	\$	(144,024.57)

Available to Spend **\$ 734,407.99**

Interest Earned	0.30%	\$	261.02
Interest Earned	0.30%	\$	105.35
Interest Earned	0.30%	\$	-
Interest Earned	1.50%	\$	0.07
Interest Earned	3.04%	\$	379.35

Cafeteria plan	\$	208.33
TCPA rent	\$	500.00
Olmsted County	\$	11,663.20
Escrow fund transfer	\$	19,525.05
Filing fees	\$	6.00
Transfer to ONB	\$	557,298.94
TBD	\$	-
TBD	\$	-
TBD	\$	-
TBD	\$	-
Total	\$	589,947.31

PROJECT

- West Hill Road SW - Bill for road care annually - 2022 invoices have been mailed. \$ 5,200.00

- Total ARPA funds received is \$207,964.10.

- The first half of tax levy receipts totaled \$637,878.95; second half \$525,597.98.

- Griffin Construction (restricted funds):

Beginning balance	\$710,159.69	<u>Date Pd.</u>
Payment	(\$88,414.00)	9/6/2022
Payment	(\$318,968.03)	10/8/2022
Payment	(\$158,753.09)	11/5/2022
Payment	(\$1,838.25)	1/7/2023
Payment	\$0.00	
Payment	\$0.00	
Current balance	\$142,186.32	

- ARPA Expenditures (restricted funds):

Beginning balance	\$207,964.10	<u>Date Pd.</u>	
JPB staffing	(\$2,549.19)	11/6/2021	Essential workers
JPB staffing	(\$2,549.19)	12/4/2021	Essential workers
LED lighting upgrade	(\$2,407.00)	4/15/2022	Revenue replacement
Office equipment - printer	(\$899.99)	4/15/2022	Revenue replacement
Backflow preventer work	(\$1,719.23)	5/7/2022	Revenue replacement
Speed signs	(\$9,392.00)	11/5/2022	Revenue replacement
Repair shop floor	(\$34,772.50)	2/9/2023	Revenue replacement
(e) Office equipment - computer	(\$3,000.00)		Revenue replacement
(e) Election worker compensation	(\$7,000.00)		Revenue replacement
(e) Legal expenses	(\$10,000.00)		Revenue replacement
(e) Audio / video system	(\$40,000.00)		
TBD	\$0.00		
TBD	\$0.00		
TBD	\$0.00		
TBD	\$0.00		
Current balance	\$93,675.00		

Note: ARPA expenditures must be obligated by 12/31/2024 and spent by 12/31/2026.



101 10th St E • Hastings, MN 55033

Account Number XXXXXX1306
Statement Date 01/31/2023
Statement Thru Date 01/31/2023
Check/Items Enclosed 13
Page 1

Return Service Requested

00006441 TP5493DD020123102217 01 000000000 0000000 005

ROCHESTER TOWNSHIP
4111 11TH AVE SW
ROCHESTER MN 55902-1508

IMPORTANT MESSAGE(S)

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NON PROFIT INTEREST

Account Number: XXXXXX1306

Account Owner(s): ROCHESTER TOWNSHIP

Balance Summary

Beginning Balance as of 01/01/2023	\$1,049,667.00
+ Deposits and Credits (2)	\$11,924.22
- Withdrawals and Debits (19)	\$63,342.25
Ending Balance as of 01/31/2023	\$998,248.97
Service Charges for Period	\$0.00
Average Collected for Period	\$1,024,434.00
Minimum Balance for Period	\$989,784.00

Earnings Summary

Interest for Period Ending 01/31/2023	\$261.02
Interest Paid Year to Date	\$261.02
Annual Percentage Yield Earned (APYE)	0.30%
Average Balance for APYE	\$1,024,434.76
Number of Days for APYE	31

Miscellaneous Credits

Date	Description	Deposits
Jan 25	OLMSTED COUNTY/PAYMENTS 091905664 VC0000101089	11,663.20
Jan 31	INTEREST EARNED	261.02

Miscellaneous Debits

Date	Description	Withdrawals
Jan 10	STATE OF MINN/PAYMENTS 240024249338 ROCHESTER TOWNSH	777.00
Jan 13	IRS/USATAXPYMT *****1395025311 ROCHESTER TOWNSHIP	630.23
Jan 13	MN PERA/PERA TXP*PERA*717600*12312022****\	731.35
Jan 13	ROCHESTER TOWNSH/RT PAYROLL ROCHESTER TOWNSHIP	4,890.60
Jan 17	MN DEPT OF REVEN/MN REV PAY 000000100837296 OLMSTED COUNTY	30.40
Jan 31	ACH FEES ROCHESTER TOWNSHIP	15.00



Premier Bank Minnesota

DEMAND - Account Inquiry



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Back Next

Current X +

Account Number	211803794	Short Name	ROCHESTER TOWNSHI
Account Type	P NON PROFIT INTEREST	Officer 1	AMR Andrea M Roshon
Branch Number	201 Green Meadows	Officer 2	

Balances

Available	557,298.94
Collected	557,298.94
Current	557,298.94
Accrd Int	105.35
Pend WH	.00
Close Out	557,404.29
Holds	.00
Dynamic	.00

Dates

Date Opened	2/14/06
Last Activity	12/01/22
Last Overdraft	
Last Statement	12/30/22
Last Maint	8/24/22
Last Deposit	12/01/22
Amount	22,205.93

Codes

Status	1 Open
SVC Type	P NON PROFIT I
Chg/Waive	C Charge
Waive Rsn	
NSF/OD Opt	Y Chrg/Snd Ntc
UNC Opt	E ManChrgNoNtc
TIN Cert	C Certified
SpcAttn	* S L 1
Employee	
Int Type	21 NON PROFIT/C
Int Rate	.3000%
Cycle Cd	75 Cycle Cd 75
User Cds	
Auto Cls	0 Days

Alerts

(P) Analysis
Alt Address

Counters

	Lst 13M	Life
NSF Items	0	0
OD Items	0	0
UNC Items	0	0

Overdraft Limit Controls

Nightly Proc	9 \$99,999,999
Online	9 \$99,999,999

Exit
Previous
Next

History
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Title Inq
Options
Fee/Refund
NSF/OD Hist
Add Note
e-Statement
Doc Viewer
Maintenance
Alternate Address
Printable Items



101 10th St E • Hastings, MN 55033

Account Number XXXXXX4917
Statement Date 01/17/2023
Statement Thru Date 01/17/2023
Check/Items Enclosed 1
Page 1

Return Service Requested

00000009 TP5493DD011823125605 01 000000000 0000000 003

ROCHESTER TOWNSHIP
CAFETERIA ACCOUNT
4111 11TH AVE SW
ROCHESTER MN 55902-1508

IMPORTANT MESSAGE(S)

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NON PROFIT INTEREST

Account Number: XXXXXX4917

Account Owner(s): ROCHESTER TOWNSHIP

Balance Summary

Beginning Balance as of 01/01/2023	\$2,503.67
+ Deposits and Credits (0)	\$0.00
- Withdrawals and Debits (1)	\$2,503.67
Ending Balance as of 01/17/2023	\$0.00
Service Charges for Period	\$0.00
Average Balance for Period	\$2,356.00
Average Collected for Period	\$2,356.00
Minimum Balance for Period	\$0.00

Paid Checks

* Indicates a Skip in Check Number(s)

Date	Check No.	Amount
Jan 17	1325	2,503.67

Daily Balance Summary

Date	Balance
Jan 17	0.00



Premier Bank Minnesota

SAVINGS - Account Inquiry



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 NSF/OD Hist
 Add Note
 e-Statement
 Doc Viewer
 Maintenance
 Alternate Address
 Printable Items

Account Number	212017568	Short Name	ROCHESTER TOWNSHI
Account Type	B COMMERCIAL SAVINGS	Officer 1	LMS Lindsey Sowers
Branch Number	201 Green Meadows	Officer 2	

Balances

Available	19,506.61
Collected	19,506.61
Current	19,506.61
Accrd Int	18.44
Pend W/H	.00
Close Out	19,525.05
Holds	.00
Dynamic	.00

Dates

Date Opened	5/13/08
Last Activity	7/07/22
Last Overdraft	
Last Statement	12/30/22
Last Maint	12/12/18
Last Deposit	10/19/21
Amount	22,630.10

Codes

Status	1 Open
SVC Type	B COMMERCIAL S
Chg/Waive	C Charge
Waive Rsn	
NSF/OD Opt	Y Chrg/Snd Ntc
UNC Opt	N Chrg/No Ntc
TIN Cert	C Certified
SpcAttn	* O L
Employee	
Int Type	33 COMMERCIAL S
Int Rate	1.5000%
Cycle Cd	QE Cycle Cd QE
User Cds	
Auto Cls	0 Days

Alerts**Counters**

	Lst 13M	Life
NSF Items	0	0
OD Items	0	0
UNC Items	0	0

Overdraft Limit Controls

Nightly Proc	9 \$99,999,999
Online	9 \$99,999,999



975 34TH AVE. NW, ROCHESTER, MN 55901
Ph. 507-280-0621

Return Service Requested



ROCHESTER TOWNSHIP
4111 11TH AVE SW
ROCHESTER, MN 55902-1508

PERIODIC STATEMENT

Date: Jan 31, 2023
Period: Jan 22, 2023 to Jan 31, 2023
(10 days)

Your Account(s) at a Glance

Deposit Account(s)	Account #	Interest Earned YTD	Balance as of 01/31
ONB Comm Checking -	CK-1000005320	0.07	714.40
ONB Community Saving	SV-0700000201	379.35	577,308.69

This account statement period is Jan 23, 2023 to Jan 31, 2023 (9 days)

ACCOUNT #: CK - 1000005320 ONB Comm Checking - Int

ONB Community Checking

ROCHESTER TOWNSHIP

Enclosures: 0

Beginning Balance as of 01/23/23	0.00
Deposits & Other Credits	714.40
Charges & Fees	0.00
Checks & Other Debits	0.00
Average Balance	634.96
Ending Balance as of 01/31/23	714.40

Charges and Fees Related to Overdrafts and Returned Items

	Total For This Period	Total Year-to-Date
Total Overdraft Fees:	0.00	0.00
Total Returned Items Fees:	0.00	0.00

Account #: CK -1000005320

PERIODIC STATEMENT
ROCHESTER TOWNSHIP

Jan 31, 2023

Transaction Information

Date	Check#	Description	Debit Amount	Credit Amount
01/24		Deposit		714.33
01/31		Interest Credit		0.07

Daily Balance Information

Date	Balance	Date	Balance
01/24	714.33	01/31	714.40

This account statement period is Jan 23, 2023 to Jan 31, 2023 (9 days)

ACCOUNT #: SV - 0700000201 ONB Community Savings

Community Savings

ROCHESTER TOWNSHIP

Enclosures: 0

Beginning Balance	
as of 01/23/23	0.00
Deposits & Other Credits	577,308.69
Charges & Fees	0.00
Checks & Other Debits	0.00
Average Balance	512,826.08
Ending Balance	
as of 01/31/23	577,308.69

Charges and Fees Related to Overdrafts and Returned Items

	Total For This Period	Total Year-to-Date
Total Overdraft Fees:	0.00	0.00
Total Returned Items Fees:	0.00	0.00

For the Period : 1/1/2023 To 1/31/2023

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
General Fund	\$1,092,933.29	\$12,430.29	\$13,804.99	\$1,091,558.59	\$0.00	\$4,441.39	\$1,095,999.98
Road and Bridge	\$108,777.44	\$0.00	\$44,838.51	\$63,938.93	\$0.00	\$196.00	\$64,134.93
Federal Programs - ARPA	(\$9,392.00)	\$0.00	\$0.00	(\$9,392.00)	\$0.00	\$0.00	(\$9,392.00)
Cafeteria Fund	\$2,503.67	\$208.33	\$2,503.67	\$208.33	\$0.00	\$0.00	\$208.33
Escrow Fund - Development	\$0.00	\$19,525.05	\$0.00	\$19,525.05	\$0.00	\$0.00	\$19,525.05
General Reserves	\$557,298.94	\$484.70	\$0.00	\$557,783.64	\$0.00	\$0.00	\$557,783.64
Sheriff Protection	(\$6,319.40)	\$0.00	\$0.00	(\$6,319.40)	\$0.00	\$0.00	(\$6,319.40)
Fire Protection	(\$173,633.64)	\$0.00	\$0.00	(\$173,633.64)	\$0.00	\$0.00	(\$173,633.64)
General Capital Projects	\$29,517.16	\$0.00	\$0.00	\$29,517.16	\$0.00	\$0.00	\$29,517.16
Electric	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INTERNAL SERVICE FUNDS (701 through 799)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Clearing	(\$1,551.99)	\$0.00	\$0.00	(\$1,551.99)	\$0.00	\$0.00	(\$1,551.99)
Total	\$1,600,133.47	\$32,648.37	\$61,147.17	\$1,571,634.67	\$0.00	\$4,637.39	\$1,576,272.06

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
Brian E Zmolek	Town Supervisor				Date		
Jamie Neisen	Town Supervisor				Date		
Jeff Orth	Chair, Town Supervisor				Date		
Matthew Kitzmann	Town Supervisor				Date		
Nathan Clarke	Town Supervisor				Date		

Date Range : 1/1/2023 To 1/31/2023

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
01/31/2023	Olmsted County Public Works Dept.	Culverts and apron - December statement	5228	\$977.65			
					201-43120-235-	Road Maintenance	\$977.65
01/31/2023	Charter Communications	Invoice 0794079122422	5229	\$129.99			
					100-41940-325-	General Government Buildings and Plant	\$129.99
01/31/2023	GDO Law	Invoices 11414, 11415, 11416	5230	\$878.00			
					100-41110-315-815	Council/Town Board	\$133.50
					100-41110-304-	Council/Town Board	\$239.00
					100-41110-315-816	Council/Town Board	\$505.50
01/31/2023	Olmsted County	Invoice SHER-144430	5231	\$5,736.60			
					100-42120-313-	Crime Control and Investigation	\$5,736.60
01/31/2023	Driessen Water Inc.	Water	5232	\$25.50			
					100-41940-229-	General Government Buildings and Plant	\$25.50
01/31/2023	Val-U-Blinds	Blinds for upstairs office	5233	\$799.00			
					100-41940-229-	General Government Buildings and Plant	\$799.00
01/31/2023	Olmsted County Assn	OCTOA and MAT dues	5234	\$1,292.88			
					100-41530-433-	Accounting	\$1,292.88
01/31/2023	Premier Bank Visa	January statement - Ink & meeting recording supplies	5235	\$159.63			
					100-41110-230-	Council/Town Board	\$159.63
01/31/2023	WHKS	Invoices 47388, 47379	5236	\$3,436.50			
					100-41110-314-808	Council/Town Board	\$710.00
					100-41110-314-816	Council/Town Board	\$1,501.50
					100-41110-303-	Council/Town Board	\$794.50
					100-41110-314-809	Council/Town Board	\$213.00
					100-41110-314-805	Council/Town Board	\$217.50
01/31/2023	Paul's Lock & Key	Keys	5237	\$22.20			

Date Range : 1/1/2023 To 1/31/2023

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
					100-41940-229-	General Government Buildings and Plant	\$22.20
01/31/2023	Forum Communications Company	Legal ads - annual election	5238	\$40.25			
					100-41110-351-	Council/Town Board	\$40.25
01/31/2023	Brothers Industrial & Commercial	Invoice 2562, 2563 - Shop floor repair	5239	\$34,772.50			
					204-41190-229-	Council / Town Board - COVID	\$24,812.50
					204-41190-229-	Council / Town Board - COVID	\$9,960.00
01/31/2023	Joint Powers Board	January claims and payroll	5240	\$26,094.22			
					201-43127-310-	Joint Powers	\$26,094.22
01/31/2023	Rochester Township Cafeteria Acct	January 2023 paycheck cafeteria deposit	5241	\$208.33			
					100-41110-103-	Council/Town Board	\$208.33
01/31/2023	Federal Government	February payroll taxes - Q1, #2	5242	\$1,222.42			
					100-41110-103-	Council/Town Board	\$1,222.42
01/31/2023	State of Minnesota	February payroll taxes - Q1, #2	5243	\$149.53			
					100-41110-103-	Council/Town Board	\$149.53
01/31/2023	PERA	January 2023 payroll deductions	5244	\$1,143.16			
					100-41110-103-	Council/Town Board	\$1,143.16
01/31/2023	Empower - MN Deferred Comp Plan	January 2023 Deferred Income	5245	\$777.00			
					100-41110-103-	Council/Town Board	\$777.00

Date Range : 1/1/2023 To 1/31/2023

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
Total For Selected Claims				\$77,865.36			\$77,865.36

Brian E Zmolek	Town Supervisor					Date
Jamie Neisen	Town Supervisor					Date
Jeff Orth	Chair, Town Supervisor					Date
Matthew Kitzmann	Town Supervisor					Date
Nathan Clarke	Town Supervisor					Date

Rochester Township

Gross Pay Report

For the Period 2/1/2023 to 2/28/2023

Employee Name	Title	Gross Wages
Clarke, Nathan	Supervisor	1,127.27
Kitzmann, Matthew	Supervisor	1,127.27
Neisen, Jamie	Supervisor	1,127.27
Orth, Jeff	Supervisor	1,409.08
Rudquist, Sara	Deputy Clerk/Treas	503.00
Staver, Randy R	Clerk/Treasurer	3,435.33
Staver, Sheila	Record Keeping	315.00
Zmolek, Brian E	Supervisor	1,127.27

Joint Powers Board Report February meeting **Claims: Janua 2023**

Rochester and Cascade Townships

	Total	Rochester Township	Cacade Township
Payroll:			
Pay: Payroll Claims	\$ 16,226.25		
Deductions & Township FICA	\$ 8,154.66		
	\$ -	\$ -	\$ -
Employee Ded HSA	\$ 322.73		
Total	\$ 24,703.64	\$ 12,351.82	\$ 12,351.82

Non- Payroll Disbursements:

Road Claims (51% / 49%)	\$ 16,999.26	\$ 8,669.62	\$ 8,329.64
Salt / Sand (46% / 54%)	\$ 420.07	\$ 193.23	\$ 226.84
		\$ -	\$ -
Total Disbursements	\$ 42,122.97	\$ 21,214.67	\$ 20,908.30

Claims List	\$ 25,896.72
Net Pay Dist.	\$ 16,226.25

\$ 42,122.97

Equipment 1/12 of Amt. Budget	\$ 9,583.34	\$ 4,791.67	\$ 4,791.67
Sick Leave Escrow	\$ 175.76	\$ 87.88	\$ 87.88

Amount owed by each townsh	\$ 51,882.07	\$ 26,094.22	\$ 25,787.85
	\$ 51,882.07		

Should be 00 \$ -

**2023 equipment budget = \$115,000

2023 Cascade 28.49 mil 49.10%

2023 Rochester 29.61 mil 50.90%

5.52 miles gravel

24.09 miles paved

total 58.1

52.58 paved

	Amount	
6097	\$ 15.00	Premier
6071	\$ 333.69	Victor Lundeen
6074	\$ 75.00	Olm Medical
6079	\$ 119.50	Sara R
6080	\$ 6,029.73	CHS
6081	\$ 2,474.53	Original Mechanics
6082	\$ 409.50	Force
6083	\$ 37.09	Dalco
6084	\$ 2,033.42	Bauer Built
6085	\$ 20.00	Paul's
6086	\$ 1,998.48	Nuss
6087	\$ 90.04	Syverson
6088	\$ 254.69	Ziegler
6089	\$ 215.93	Ronco
6090	\$ 135.00	Express pressure w
6091	\$ 13.98	Napa
6092	\$ 321.09	Menards N
6093	\$ 6.96	Menards S
6094	\$ 37.42	Rochester Ford
6095	\$ 94.20	Original Mechanics
6099	\$ 142.86	Pat McGowan
6100	\$ 64.77	Chris L
6101	\$ 132.97	C-Charter
6077	\$ 170.34	Century Link
6072	\$ 149.00	R-Peoples
6073	\$ 307.00	C-Peoples
6069	\$ 62.83	RPU
6076	\$ 393.21	R-Waste Mgt
6078	\$ 16.80	C-Waste Mgt
6075	\$ 844.23	C-Mn Energy
		R-MN Energy
Total	\$ 16,999.26	4976
		Leitzen
6096	\$ 420.07	Olm Agg
Total	\$ 420.07	Salt/Sand
6105	\$ 979.07	STATE
6104	\$ 2,010.49	PERA + Admin Fee
6070	\$ 16.00	NCPERS
6098	\$ 100.00	CL Security Benefit
6103	\$ 5,049.10	FED
Total Payrol	\$ 8,154.66	
Cafeteria Payments		
		Pat HS A
6102	\$ 322.73	CL HS A
	\$ 322.73	
Total	\$ 25,476.65	
Payroll	\$ 16,226.25	
	\$ 41,702.90	

Date Range : 1/1/2023 To 1/31/2023

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
01/31/2023	Rochester Public Utilities	2009272 - RT water only	6069	\$62.83	100-41940-382-201	General Government Buildings and Plant	\$62.83
01/31/2023	NCPRS Group Life Ins	Chris Lien ID 1156 - February 2023	6070	\$16.00	201-41970-365-300	Insurance	\$16.00
01/31/2023	Victor Lundeen Company	500 CTAS checks invoice 453916	6071	\$333.69	100-41940-210-	General Government Buildings and Plant	\$333.69
01/31/2023	People's Energy Cooperative	Rochester Township	6072	\$149.00	100-41940-381-201	General Government Buildings and Plant	\$149.00
01/31/2023	People's Energy Cooperative	Cascade Township	6073	\$307.00	100-41940-381-200	General Government Buildings and Plant	\$307.00
01/31/2023	Olmsted Medical Center	PR Omc Select	6074	\$75.00	201-43102-305-	Road Salary	\$75.00
01/31/2023	Minnesota Energy Resources	Cascade 1/24/2023	6075	\$844.23	100-41940-383-200	General Government Buildings and Plant	\$844.23
01/31/2023	Waste Managememt	Rochester trash	6076	\$393.21	100-41940-384-201	General Government Buildings and Plant	\$393.21
01/31/2023	Century Link	507-282-6488	6077	\$170.34	100-41940-386-201	General Government Buildings and Plant	\$170.34
01/31/2023	Waste Managememt	Cascade trash	6078	\$16.80	100-41940-384-200	General Government Buildings and Plant	\$16.80

Date Range : 1/1/2023 To 1/31/2023

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
01/31/2023	Sara Rudquist	reimbursement - postage	6079	\$119.50	100-41940-210-	General Government Buildings and Plant	\$119.50
01/31/2023	CHS	January fuel and DEF	6080	\$6,029.73	201-43111-212-	Fuel	\$6,029.73
01/31/2023	Original Mechanics	plate compactor	6081	\$2,474.53	201-43115-221-	Shop & Equipment Supplies	\$2,474.53
01/31/2023	FORCE America Distributing, LLC	2021 Mack Joystick	6082	\$409.50	201-43116-229-113	Heavy Equipment Repairs	\$409.50
01/31/2023	Dalco	paper towels	6083	\$37.09	100-41940-210-	General Government Buildings and Plant	\$37.09
01/31/2023	Bauer Built	Tires for bobcat skidloader	6084	\$2,033.42	201-43116-222-112	Heavy Equipment Repairs	\$2,033.42
01/31/2023	Paul's Lock & Key Shop, Inc.	keys	6085	\$20.00	201-43115-221-	Shop & Equipment Supplies	\$20.00
01/31/2023	Nuss Truck & Equipment	transmission service and coolant fix for 2019 Mack	6086	\$1,998.48	201-43116-229-103	Heavy Equipment Repairs	\$1,998.48
01/31/2023	Syverson Truck Centers	Commercial Tire Plug kits	6087	\$90.04	201-43115-221-	Shop & Equipment Supplies	\$90.04
01/31/2023	Ziegler Inc	batteries - 908 Cat Loader	6088	\$254.69	201-43116-229-116	Heavy Equipment Repairs	\$254.69
01/31/2023	Ronco Engineering Sales, Inc.	pressure washer wand and hose	6089	\$215.93	201-43115-221-	Shop & Equipment Supplies	\$215.93

Date Range : 1/1/2023 To 1/31/2023

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
01/31/2023	Express Power Washers, Inc.	Pressure washer repairs	6090	\$135.00			
					201-43115-221-	Shop & Equipment Supplies	\$135.00
01/31/2023	NAPA Auto Parts - Rochester	cleaning supplies for trucks	6091	\$13.98			
					201-43115-221-	Shop & Equipment Supplies	\$13.98
01/31/2023	Menards - Rochester North	mailbox repairs, shop supplies, salt	6092	\$321.09			
					201-43115-221-	Shop & Equipment Supplies	\$321.09
01/31/2023	Menards - Rochester South	water for shop	6093	\$6.96			
					201-43115-221-	Shop & Equipment Supplies	\$6.96
01/31/2023	Rochester Ford	2019 F450 - oil filters	6094	\$37.42			
					201-43116-229-105	Heavy Equipment Repairs	\$37.42
01/31/2023	Original Mechanics	relief valve	6095	\$94.20			
					201-43115-221-	Shop & Equipment Supplies	\$94.20
01/31/2023	Olmsted Aggregate	washed sand	6096	\$420.07			
					201-43136-217-	Salt, Sand & Hauling	\$420.07
01/31/2023	Premier Bank Fees	February 2023 ACH processing fee	6097	\$15.00			
					100-41940-210-	General Government Buildings and Plant	\$15.00
01/31/2023	SBG-VAA	Chris Lien - 457B	6098	\$100.00			
					201-41440-175-	Chris Lien HSA	\$100.00
01/31/2023	Pat McGowan	reimbursement - office supplies, LTAP class	6099	\$142.86			
					100-41940-210-	General Government Buildings and Plant	\$67.86
					201-41940-308-	General Government Buildings and Plant	\$75.00
01/31/2023	Chris Lien	Reimbursement	6100	\$64.77			

Date Range : 1/1/2023 To 1/31/2023

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
					201-43115-221-	Shop & Equipment Supplies	\$64.77
01/31/2023	Charter Communications	Cascade phone and internet	6101	\$132.97			
					100-41940-386-200	General Government Buildings and Plant	\$132.97
01/31/2023	Premier Bank	Chris Lien HSA	6102	\$322.73			
					201-41440-173-361	Chris Lien HSA	\$322.73
01/31/2023	United States Treasury	Febrary 2023 payroll taxes Q1 payment 2	6103	\$5,049.10			
					201-43102-171-	Road Salary	\$3,394.18
					201-43102-122-	Road Salary	\$1,654.92
01/31/2023	PERA	February 2023 payroll contributions	6104	\$2,010.49			
					201-43102-121-	Road Salary	\$1,077.05
					201-43102-174-	Road Salary	\$933.44
01/31/2023	MN Department of Revenue	February 2023 payroll taxes Q1 payment 2	6105	\$979.07			
					201-43102-172-	Road Salary	\$979.07
Total For Selected Claims				\$25,896.72			\$25,896.72

Date