

Minutes of the Proceedings of the City Council of the City of Champlin in the County of Hennepin and the State of Minnesota
Pursuant to Due Call and Notice Thereof

Regular Session
November 24, 2025
Municipal Center

Call to Order	The Champlin City Council met in Regular Session and was called to order by Mayor Ryan Sabas at 6:06 p.m.
Pledge of Allegiance	The Pledge of Allegiance was recited.
Roll Call	Present: Mayor Ryan Sabas and Councilmembers Jessica Tesdall (Ward 1), Tom Moe (Ward 2), and Tim LaCroix (Ward 4). Absent: None. There is a current Ward 3 vacancy. Also present were City Administrator Jenny Max, Community Development Director Scott Schulte, City Engineer Heather Nelson, City Planner Lexi Smith, and City Attorney Dave Schaps.
Approval of Agenda (November 24, 2025)	The City Administrator stated that they will conduct New Business prior to Unfinished Business.
Motion	Motion by Councilmember LaCroix and seconded by Councilmember Tesdall to approve the agenda for the November 24, 2025, Regular Meeting as amended. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, and LaCroix. Voting against: none. Motion carried.
Approval of Minutes	Motion by Councilmember LaCroix and seconded by Councilmember Moe to approve the minutes of the November 10, 2025, Worksession and November 10, 2025, Regular Session Meeting as presented. Voting in favor were Mayor Sabas, Councilmembers Moe and LaCroix. Voting against: none. Abstaining: Councilmember Tesdall. Motion carried.
Ratification of Payments (November 24, 2025)	Motion by Councilmember Moe and seconded by Councilmember LaCroix to approve ratification of payments as submitted on November 24, 2025. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, and LaCroix. Voting against: none. Motion carried.
Motion	
Announcements	Mayor Sabas made the following announcements: <ul style="list-style-type: none">• A worksession and regular meeting will be held on Monday, December 8th at City Hall. An additional worksession will be held on Tuesday, December 9th at City Hall.• Are you decorating your home for the holidays? Add it to the annual Champlin holiday lights tour! Email recreation@ci.champlin.mn.us with your name and address by December 1st. The interactive map will be available on our website throughout December, allowing residents to drive around town and experience a little holiday magic.• Save the date! Christmas at the Crossings is on Friday, December 5th. Santa visits start at 4 p.m., followed by the official tree lighting ceremony at 6:30 p.m.• Looking for the perfect gift for the fisherman in your family? For the first time, you can purchase Frostbite 500 tickets in time to wrap them and place them under the tree! The annual trout ice fishing contest will take place on February 7, 2026, and registration is now open on our website.
Overview of Worksession Discussion	<p><u>Special Presentations</u></p> <p>Mayor Sabas noted that the Council did not yet hold its worksession and will do so following this meeting.</p> <p>The City Administrator stated that at the worksession, the Council would be receiving an update on an apartment concept plan and would discuss an indoor recreation facility feasibility study update. She noted that the item on Green Step Cities will be tabled to a future date.</p>

Approve Final Payment to Douglas Kerr Underground, LLC. For the Mississippi Drive Area Street and Utility Project, Improvement Project No. 22402
Motion

Approve Employee Fund and Employee Recognition Policy Motion

Approve the City Administrator Revised Employment Contract Motion

Approve Engagement Letter for NFP for Benefit Plan Administration for 2026 Motion

Resolution Ordering the Improvements and Directing the Preparation of Plans and Specifications for the Valley Forge Lane Reconstruction, Improvement Project No. 22603

Public Hearing

Consent Agenda

Motion by Councilmember Moe and seconded by Councilmember Tesdall to approve Final Payment to Douglas Kerr Underground, LLC. for the Mississippi Drive Area Street and Utility Project, Improvement Project No. 22402, in the amount of \$55,855.78. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, and LaCroix. Voting against: none. Motion carried.

Motion by Councilmember Moe and seconded by Councilmember Tesdall to approve the Employee Fund and Employee Recognition Policy as presented. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, and LaCroix. Voting against: none. Motion carried.

Motion by Councilmember Moe and seconded by Councilmember Tesdall to approve the City Administrator revised employment contract as presented. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, and LaCroix. Voting against: none. Motion carried.

Motion by Councilmember Moe and seconded by Councilmember Tesdall to approve the NFP Engagement Letter with the City for calendar year 2026 as presented. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, and LaCroix. Voting against: none. Motion carried.

Open Forum

No comments.

Public Hearings

The City Engineer stated that on November 10, 2025, the City Council accepted a Feasibility Study and ordered a public hearing for November 24, 2025, for street and utility improvements for the Valley Forge Lane Reconstruction, Improvement Project No. 22603.

Heidi Hamilton, WSB, identified the project area, pavement condition index, geotechnical analysis, current conditions, and proposed improvements.

The City Engineer reviewed the estimated project costs, project funding sources, and assessments.

Mayor Sabas opened the public hearing at 6:27 p.m.

Shari Potts, 13101 Valley Forge Lane, noted the letters that were received by residents in October and November. She thought that the City should have solicited input from residents prior to proceeding with this design. She did not support the narrowing of the road, as there is a large amount of traffic. She believed that the dead end in the Bauer neighborhood should be extended to solve the problem that exists, causing that neighborhood to use Valley Forge. She questioned the cost for the sewer repairs, which did not seem to include mainline repairs. She stated that this neighborhood is not within an HOA, and they have the right to say whether they want an improvement. She stated that they do not want sidewalks and the liability that comes with them. She commented on the three years of construction that they have lived through and the increased noise that has resulted from the additional homes and traffic. She commented on the unsafe driving conditions that she experiences pulling in and out of her home, kids at the bus stop stomping on her flowers, and trash.

Mayor Sabas recognized that there may be additional concerns with the new neighborhood, but asked residents to focus on the road project.

Ms. Potts commented that they should have had public input prior to this time. She believed that a parking lot should be created for the park. She did not feel that the parking restriction on the even side of the road was fair. She commented that vehicles use the parking lane as a turn lane. She commented

that there is plenty of room for walkers without a sidewalk. She stated that the City sent out a postcard about bad trees, but nothing was sent about this project and the details, although residents are expected to pay \$10,000. She commented that more residents use this road and should be contributing towards the cost.

The City Administrator stated that there was a public meeting one month ago where they discussed State guidelines and City policies that require the City plan out for infrastructure improvements in a certain way. She noted that this is the opportunity for the public to provide input on project components, such as a sidewalk.

Mayor Sabas stated that the City invites people to come and talk and be a part of this process. He stated that the project details are not set in stone at this time. He stated that the Council has had discussions about the Bauer development and its entrance, acknowledging that it is a County road, and the County approves any improvements/entrances. He noted that residents can reach out to County Commissioner Kevin Anderson about their concerns with the County road.

Ms. Potts asked how the road would be made smaller and still work properly, as the issues exist with the volume of cars that use the road and do not live on the road. She suggested that Valley Forge be closed, and they can all access through the Bauer development instead.

The City Engineer provided additional information on the State aid dollars the City receives and how those are used, noting that the City is able to borrow against that balance, and the current balance is -\$2,400,000. She noted that the City can go negative up to \$4,000,000 in that account, and a large portion of this project will be funded through State aid dollars.

Ms. Potts referenced the intersection at Hayden Lake Road and Valley Forge and wasn't sure why there was not a painted and lit crosswalk.

The City Engineer stated that is a County roadway and it would be helpful for the County to receive calls from residents on that topic.

Ms. Potts referenced the sign within the Bauer neighborhood, noting a future extension, and asked where that would extend to.

Mayor Sabas commented that those are privately owned properties that may never develop, but if the land were developed, there would be a connection. He stated that Champlin would be a willing partner if the County were open to discussions about how those County intersections could be improved.

Ms. Potts referenced the digital speed signs that can be used to issue tickets.

Mayor Sabas commented that Champlin does not currently use those signs, but the Council could discuss that in the future.

Tim Ostendorf, 13117 Valley Forge Lane N, asked if they could keep the roadway the way it is, but was told by City staff that it would be more expensive.

The City Engineer stated that the roadway proposed is 29 feet wide versus a 44-foot roadway, which the current roadway is. She noted that the additional paved area would have a higher cost. She stated that narrowing the roadway is a practice used to calm traffic. She noted that because this is a State Aid road, it needs to meet certain design criteria.

Mr. Ostendorf recognized that about 45 percent of the project cost would be funded through State Aid funds. He commented on the large volume of construction traffic that the road has had in recent years and asked what guarantee there would be that the road would be designed to handle the heavy trucks and large volume of traffic.

Ian Anderson, 13109 Valley Forge Lane, commented that with the Bauer development, the residents on Valley Forge feel cornered with this assessment. He believed that the Bauer development should be a part of the assessment, especially if there is no plan for them to exit onto another road. He asked about the process that will follow the comments tonight and whether the design could be changed and

reviewed in another workshop setting with residents. He stated that he walks the street nightly with his child and dogs. He commented on visibility and supported the idea of providing a parking lot at the park to remove that traffic from parking on the street. He stated that the road is very busy with vehicles and pedestrians, and believed that perhaps a workshop with residents would be better.

Councilmember Tesdall commented that following the public hearing, the Council will have discussion. She agreed that there have been some good ideas brought forward already. She stated that if they want to incorporate any of these ideas, they would discuss the timeline moving forward.

Mr. Anderson asked if there was any way that Bauer Farms could be assessed for the project.

Mayor Sabas explained that benefit must be proven for an assessment, which is easy to do when a home abuts the roadway being improved. He did not believe that benefit could be shown for the Bauer residents to legally assess them.

Mr. Anderson asked about the water connection location for the Bauer development.

Councilmember Tesdall commented that the utility improvements are not assessed to residents and are paid through the related fund.

Mr. Anderson asked how residents would continue to be informed on the process forward.

Councilmember Tesdall believed that direction would be provided tonight.

Jerry Craft, 13125 Valley Forge Lane, asked about the portion of the roadway costs that is for the sidewalk.

The City Engineer replied that has not yet been detailed out.

Mr. Craft asked if they would be losing trees on the south side of the roadway.

The City Engineer replied that they have not yet gotten to that level of design, but there is potential for tree impacts for those located within the right-of-way.

Mr. Craft stated that he came to the first meeting with dread in his heart, as he was afraid of an assessment where they would receive no real improvements, noting other improvement projects where residents received the same street they had before. He stated that at the open house, he realized that there would be improvements. He was pleased to see the addition of sidewalks, but realized he might be in the minority. He stated that \$10,000 for an assessment is a large burden for residents, recognizing that many residents will choose the option of payments, which increases the ultimate cost. He asked the Council not to advance this tonight in order to allow for additional discussion. He asked that the City look for additional funding options to reduce the cost to residents, noting that other road projects used the capital improvement fund, while this project does not. He stated that the sidewalk should also not be included in the assessed amount. He asked for a timeline of when the benefit appraisal would be completed.

The City Engineer stated that the benefit appraisal can be completed any time after the feasibility is completed, and it would be completed prior to finalizing the assessments. She explained that the other projects referenced used the capital improvement fund, as they were not State Aid roads, whereas this project would use the State Aid Fund. She stated that the sidewalk cost is not calculated into the roadway cost, noting that only the cost of the roadway is included in the assessment to residents.

Michael Vredny, 12929 Valley Forge Lane, asked the Council not to move this forward to the next phase. He provided details on the high level of traffic in the area and stated that the sidewalk may actually benefit his property, as it would move the lanes of traffic away from his home. He stated that his home is new and therefore the only other project element he would benefit from is the lighting. He stated that the damage to the roadway came from the construction vehicles going to Bauer Farm. He stated that the traffic moves very quickly because this is the fastest connection between the County roads. He asked if the developer had a plan for its construction traffic, whether the City approved using these roads, and whether an inspection was done at the end to ensure the developer would be

responsible for the damage. He believed the builder should be held responsible for the damage they caused.

Mayor Sabas stated that State Aid roads are built to a higher standard to accommodate higher levels of traffic than a typical neighborhood road. He stated that staff will follow up to ensure all permits were pulled and all follow-up was done relating to the Bauer Farm. He stated that Valley Forge was scheduled for repair in 2019, but was delayed to ensure that damage would not be done to the new roadway from construction traffic.

The City Engineer stated that the southern portion of Valley Forge was constructed in 1974, and there has not been a structural improvement of the roadway since that time. She stated the portion of Valley Forge from 131st to Dayton Road was redone in 2001, but the southern portion was not.

Nancy Hepokoski, 13140 Valley Forge Lane, stated that there is only one drain on her side of the street, and when it clogs, she is the one who has to clean it out, or her driveway will flood. She commented that she is a senior with arthritis and hoped that the drainage could be improved.

The City Engineer recognized that there is minimal storm sewer drainage on Valley Forge, and that is something they will be addressing with the project.

Mandy Johnston, 13065 Valley Forge Lane, asked if there was a time when Valley Forge was a County road and, if so, when that changed. She noted that she was told that the road was a County road when she purchased her home and that she would not be charged for improvements.

The City Engineer replied that it had not been.

Mayor Sabas commented that French Lake Road was previously a County road and was turned back to the City, but Valley Forge has always been a City road.

Ms. Johnston asked if the cost would have been spread across more properties if the project had been included in the 2019 project, rather than only the Valley Forge residents.

Mayor Sabas commented that the price per unit would not change whether there are 10 homes or 100 homes.

Ms. Johnston stated that the residents in the 2019 project did not pay \$10,000. She stated that \$10,000 is unheard of for a residential assessment. She stated that they are working-class residents, and if they had \$10,000 for an assessment, they would live in Bauer Farms. She commented on the lack of privacy that they now have because the Bauer Farm properties are elevated above them. She stated that she walks her dogs every day and commented on the number of people who come out of Bauer Farms to walk on Valley Forge and let their dogs use the bathroom in their yards. She stated that she walks against traffic because of her concern with distracted drivers and did not believe a sidewalk would improve that situation, as someone smashed into her neighbor's garage last year. She did not want a narrower road. She asked that speed bumps be placed at the stop sign to ensure that people will stop. She commented on the unsafe speeds of traffic and did not believe that the proposed improvements would make the road safer.

Pat Pavlov, 13308 Valley Forge Lane, asked if the road was designated as a bus route at some time. He noted that the resident at the corner of 131st, Jim Benson, had all the documentation, and the residents on Valley Forge were not supposed to pay for improvements again. He commented that Mr. Benson passed away, and now they will have to pay for the road again, following what they paid in 2001. He stated that the road was never done right, noting that there were holes right after the road was done in 2001. He commented that they would only be allowed to park on one side of the road, and that is already taken up by park users when there are ball games. He stated that making the road smaller will not solve the issues or make it safer. He asked the number of people who travel the road now compared to five years ago, before Bauer Farms. He stated that this is a huge problem for all the people here, and even if the road is redone now, it will not last long because of the volume of traffic. He asked the City to go back through the documentation from 2001, as he did not believe the residents were supposed to pay an assessment again.

Mayor Sabas commented that he has been on the Council for only nine years, so he cannot speak to what was said in 2001, but he found it hard to believe that residents would be told the road would never be assessed again because roads need improvement over time. He stated that roads are designed and built to a higher standard now than they were previously.

Mr. Pavlov asked if this project would have just been an overlay if they did not have the impacts from the construction traffic for Bauer Farms.

Mayor Sabas asked staff to review the road project details proposed in 2019.

The City Engineer stated that because this is a State Aid road, they would have traffic monitoring data that could be reviewed as they collect data every four years.

Councilmember Tesdall noted that three of the road projects from 2019 were reconstructions. She commented that Valley Forge was already dilapidated five years ago, as she recalled the discussion that caused the Council to postpone the project.

Greg Grantson, 12956 Valley Forge Lane, echoed the comments of his neighbors. He commented on the increase in traffic that he has seen since he purchased his home in 1998, when the main traffic times were around the peak traffic in the morning and evening. He stated that he was previously a Sheriff's Deputy and often ran plates, finding that about 60 percent of vehicles were from other communities and not from the neighborhood. He stated that the digital speed signs have not done anything to deter speeds. He commented on two vehicles that often travel the road at high speeds. He stated that the only way to stop speeding and deter traffic would be speed humps. He asked if it had been discussed to put in a roundabout at the Bauer Farm entrance.

Mayor Sabas confirmed that has been discussed and would be supported by the City, but the County is in control of that.

The City Engineer stated that the roundabout has been pushed in the Capital Improvement Plan (CIP) because the stop signs are working. She noted that would be a City project, but the County was only going to contribute \$500,000 towards the \$2,000,000 cost.

Mayor Sabas stated that the stop signs have worked and was unsure whether the cost of a roundabout, at \$2,000,000, would be worth it. He stated that the project remains in the CIP, and a future Council will need to make the decision as to whether that improvement would be worth the cost.

Mr. Grantson recognized the increased traffic that the City experiences because of development in neighboring communities.

Mayor Sabas commented that they have had extensive discussions with the regional partners about the extreme development, as Dayton is one of the fastest-growing suburbs. He stated that they will continue to work with the partners to ensure there is sufficient regional traffic infrastructure in place. He stated that they continue to work with Dayton, Hennepin County, and the Metropolitan Council about the negative impact the development in Dayton is having on Champlin.

Mr. Grantson wanted to ensure that this project envisions what is needed in the future to ensure that the road will not need to be done again to support another change or development.

Mayor Sabas stated that the Council hears the input from the residents and their concerns.

Melissa Vredny, 12929 Valley Forge, stated that she is handicapped and walking to her mailbox is dangerous because of the speed at which vehicles travel. She stated that the bike lanes are not respected, and she had concerns that narrowing the road would not improve the conditions. She appreciated the ADA compliance that would be gained, but believed that narrowing the road would make it more dangerous.

Mayor Sabas asked if those five new homes paid anything up front that they would be paying again.

The Community Development Director replied that there were adjustments to the sanitary sewer and water main to support those homes, which were costs associated with the plat, and were paid by the developer.

The City Engineer stated that the water main and sewer are not part of the assessment. She provided additional information on the water line replacement that would be done, noting that there would not be duplication of costs to residents.

Susan Fritz, 12905 Valley Forge Lane, stated that the street already has a lot of traffic and commercial traffic and asked if making the road better would only make it more attractive for people to cut through. She asked if the sidewalks would be the responsibility of residents.

The City Engineer stated that public works would remove snow from the sidewalk, similar to the road.

Ms. Fritz asked if there would be any resident liability for sidewalks.

The City Engineer stated that sidewalks would be located within the right-of-way, which is City property.

The City Attorney confirmed that would be a public sidewalk and any issues of immunity or liability would fall to the City.

Ms. Fritz asked and received confirmation that the grass area between the sidewalk and curb would be the responsibility of residents to maintain. She asked if residents who were not able to attend tonight could provide input in another way.

Mayor Sabas commented that a decision is being made tonight; therefore, input would need to be received tonight or before the meeting.

Dwayne Hepokoski, 13140 Valley Forge Lane, stated that if there were another river crossing, that would help to alleviate the traffic from TH 169, which results in cut-through traffic on Valley Forge.

Mayor Sabas commented that Champlin is actively working hard with its neighbors and other partners in an attempt to gain another river crossing.

Mr. Vredny stated that they cannot sit on their front deck because of the traffic. He commented on another area that could be extended to TH 169, which would help to ease the burden of traffic.

Ms. Hepokoski asked if the mailboxes would be relocated to one side of the street or whether they would be on both sides. She commented that if they are only on one side, that would mean half the residents would need to cross the busy road to get their mail.

The City Engineer replied that is unknown, and they will determine that with the assistance of the postmaster.

Jeremy Henderson, 13200 Valley Forge Lane, stated that the street has undergone a lot of change, and the residents would not like to see much more of that. He stated that on his side of the street, the parking has been removed, and they were left with a two-foot shoulder that would also be removed. He stated that it would then not be safe for his grandkids to play in the front. He stated that if the sidewalk is going to be added to the other side of the road, perhaps they could have the bike lane on their side to provide additional space between the curb and traffic. He was concerned with the additional cost burden a new curbstop at his property could add if the pipe at his home needs to be repaired. He commented that there will be incidentals that can occur if the curbstop is connected to the pipeline at his property and asked who would be liable for that cost. He stated that they will struggle to pay the assessment and would not want to be burdened with additional costs that could arise from a mistake made during the project.

The City Attorney stated that City Ordinance would dictate the responsibility. He stated that there would be a warranty period following the project as well. He commented that he cannot provide a definitive answer at this time.

The City Engineer stated that the curbstop is owned by the City, and the private side should remain untouched during the project. She stated that there is a two-year warranty period following final payment of the project. She recognized that this was a hypothetical situation and clarified that the curbstop would be covered under the warranty, not the private lines.

Mr. Henderson stated that the City will be connected to their water line, and there is risk involved with that.

Councilmember LaCroix asked the number of curbstops that had been replaced in the last one to three years.

The City Engineer stated that this is the very first water main replacement project for the City, as this is the oldest water main in the City.

Ms. Hamilton stated that every situation is unique and would need to be investigated. She stated that she has worked with cities for the past 20 years, and things can happen during construction projects. She stated that when things arise, investigations are done to ensure there is a fair approach for all parties.

The City Administrator stated that staff can dig into that further to gain information on insurance coverage and variables.

Lorrie Taylor, 13009 Valley Forge Lane, asked about the average cost for assessments and where this falls in comparison.

The City Engineer replied that the City uses a typical lot fee assessment for street projects, which is defined by the type of project. She stated that this is the typical lot fee for a reconstruction project and provided a comparison of Edgewater Gardens, which had an assessment of \$9,000 per home in 2020. She stated that the typical lot fee assessment is reviewed and adjusted annually. She stated that in 2022, there was a reconstruction project for Parkside, and the assessment for that project was \$7,500, noting that street lighting was not included in that project.

Ms. Taylor stated that the volume of traffic is not the choice of the residents. She believed that the projects should be compared equally, as the residents do not choose to have additional traffic and large vehicles on their roads. She suggested a median cost be used, similar to a road with lower traffic levels, with the City funding a larger portion of the project. She stated that these residents do not benefit more from the project than people living on less busy streets.

Ian Anderson stated that he did not want to belittle the concerns related to financing for the project. He stated that it seems like this is going to move forward one way or another and wanted to ensure that the residents are happy with the project. He asked if they could pause on the design and hold a public workshop with the residents to find a design everyone likes. He provided his contact information and invited other residents to email him with their ideas and thoughts to ensure that they can all be forwarded to the City. He stated that he is raising his family in his home and wants to make sure that this will be a good project. He wanted to see more community involvement before the design proceeds further.

Ms. Vredny asked the Council not to support the project. She asked that the Council think about closing Valley Forge and instead opening up Bauer Farms, as that would be a valuable solution to the residents.

Dan Peterson, 13209 Valley Forge Lane, stated that he and his wife have seen a lot of changes in the 31 years they have been at their property. He agreed with Mr. Anderson and asked the Council to pause tonight and allow additional public feedback to be provided on the design. He stated that the assessment will have a large impact on them, as they are on a fixed income. He stated that he is against the sidewalk, bike path, and street lights. He stated that the Bauer Farms residents have to drive on this street every day and believed that those residents should be paying towards this project.

Ms. Johnston stated that the vehicles being parked on both sides are what keep people in the center lanes. She stated that once parking was removed from one side, it increased the speed at which traffic travels, and cars often travel outside of the traffic lanes.

Ms. Potts stated that she recently door-knocked 25 homes and found that 23 residents did not want the sidewalk, one was undecided, and one wanted the sidewalk. She also suggested that Valley Forge be closed, and they will gladly exit and enter through Bauer Farms. She stated that the residents support fixing the road, but do not want sidewalks, just as they did not in 2001 when they were assessed for improvement. She stated that residents want parking on both sides, with a parking lot added to the park. She stated that they do not want extra street lights, but would also welcome the storm sewer improvements.

Mariah Gregory, 13049 Valley Forge Lane, stated that she agrees that the road is not safe. She commented that her neighbor's dog was hit by a car two years ago. She commented that people travel over the posted speed limit and asked the City to take the safety issues into account to ensure that the improvement provides value to the residents. She acknowledged that this is a high cost to residents who are struggling to pay their daily expenses. She thanked all the residents who have lived in the neighborhood longer for the insight they provided tonight.

Motion

Motion by Councilmember Moe and seconded by Councilmember Tesdall to close the public hearing at 8:10 p.m. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, and LaCroix. Voting against: none. Motion carried.

Mayor Sabas thanked the residents for the input on the project, as well as items that were outside of that scope.

The City Engineer recognized the concerns residents have expressed about safety. She stated that there are traffic calming measures that can be added, such as narrowing the road. She stated that Champlin has a Complete and Green Streets Policy, which means that the City creates a street/corridor that accommodates everyone in a multimodal way, which means separating the pedestrian traffic from vehicle traffic.

Mayor Sabas referenced the park and its parking situation. He asked if the need for additional parking had been discussed with the Parks Department.

The City Engineer replied that they have not had that discussion. She stated that programming can often solve the issue and did not believe there would be space within the park to add a parking lot.

Mayor Sabas referenced the issues that arose at JRAC and asked if something similar could be done to designate parking that could be designed with the project, such as angled parking. He asked and received confirmation that there were no sidewalks added with the 2019 project. He noted the difference in that this is a main, arterial roadway that goes from County road to County road, and there is a park on the street.

Councilmember Tesdall stated that in her nine years on the Council, she has heard concerns from residents on Valley Forge related to traffic speeds and pedestrian safety. She stated that Google Maps sends people down this road, rather than Pineview. She stated that she personally lives off Hayden Lake Road and Cartway, and Google Maps tells her to use Valley Forge rather than Cartway. She believed the previous City Engineer had attempted to explore the issue with Google Maps in the past. She stated that this project was intentionally postponed until the completion of Bauer Farms, and the contractor was tasked to restripe the road and install the driver feedback signs. She stated that tonight, there has been a lot of information from residents that the narrowing of the road with the bike lane and removing one side of parking has not slowed traffic and has caused issues. She stated that she was also surprised to hear that the residents would support closing Valley Forge, as that is a model the Council could consider in conjunction with the Bauer Farm development.

Mayor Sabas agreed that the input from residents tonight has been helpful, noting the many discussions on this road they have had over the years, in addition to their experience driving the road. He stated that it is no secret that there are some properties that may develop in the future, and asked how closing Valley Forge at the County road would have an impact in the future.

Councilmember Tesdall asked if that would remove the State aid eligibility from the project, which is helping to lower the cost.

Mayor Sabas recognized that there would be a lot to consider, including the potential for a future roundabout at Bauer Farms.

Councilmember Tesdall commented that there are residents who would be happy with a full intersection at Bauer Farms, but recognized there would be a lot of variables to consider, and that cannot be done tonight. She asked if there is time to pause this process, have additional discussion, and still have the project take place this summer.

The City Engineer stated that the timeline was already rushed, even with approval tonight, so if there are delays, that will delay the project beyond 2026.

Mayor Sabas recognized that pushing the project another year would likely increase the cost.

Councilmember Tesdall commented that there is a potential to solve two problems with one project, as this could improve the intersection at Bauer Farms and reduce traffic on Valley Forge, so that may be worth postponing the project another year.

Mayor Sabas recognized that there are variables that they have not yet considered, such as the park, potential future development, and closing Valley Forge. He stated that he would also support having an additional worksession to further discuss these items.

Councilmember Tesdall agreed that would be the best path forward. She thanked Mr. Anderson for offering to accept resident input and be the contact to tabulate a list to share with the City.

Councilmember Moe thanked the residents for attending tonight and sharing their input. He referenced the timeline that was mentioned by residents and asked when the open house was held.

The City Engineer replied that it was held at the end of October and confirmed that there were residents in attendance.

Mayor Sabas noted that every home within the project area was sent a notice of the open house meeting.

Councilmember Moe stated that there was a lot of information shared tonight, and this is not the first discussion about whether sidewalks are wanted. He stated that there are people who did not attend who fall on both sides of the sidewalk issue as well.

Councilmember LaCroix commented that an open house meeting is a great opportunity to give and receive information. He stated that he would not be comfortable moving forward tonight, given the information shared tonight. He stated that he lives adjacent to a State Aid road and also receives cut-through traffic, noting that school buses are some of the worst culprits. He supported further discussion in a worksession. He stated that perhaps information could be shared comparing the cost of the roadway as proposed, with the sidewalk and the wider road without the sidewalk. He stated that if this method saves money and calms traffic, it would seem to make sense, but if it is not much of a cost-savings and the residents do not want it, then perhaps it should be removed.

Mayor Sabas recognized that the decision to have additional discussion on this would mean that the project would not occur in 2026. He wanted residents to realize that additional damage will occur as a result of the additional winter season.

Councilmember Tesdall asked and received confirmation that 131st connects to a road that goes out to Hayden Lake Road.

Motion

Motion by Councilmember Tesdall and seconded by Councilmember Moe to continue this item to a future worksession.

Further discussion: Mayor Sabas asked if this would appear on the December 8th worksession or whether additional time would be needed.

The City Administrator recognized that with input from the residents to be provided, more time would be needed. She stated that perhaps this could be postponed until after the holidays to ensure that sufficient time could be provided and residents could be notified.

Mayor Sabas agreed that there would be no rush, as this would no longer be a 2026 project.

Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, and LaCroix. Voting against: none. Motion carried.

Resolution Ordering the Improvements and Directing the Preparation of Plans and Specifications for the 2026 Street and Utility Project, Improvement Project No. 22604

Public Hearing

The City Engineer stated that on November 10, 2025, the City Council accepted a Feasibility Study and ordered a public hearing for November 24, 2025, for street and utility improvements for the 2026 Street and Utility Project, Improvement Project No. 22604.

Ms. Hamilton provided details on the proposed project location, pavement condition index, geotechnical analysis, current conditions, and proposed improvements.

The City Engineer provided additional information on the estimated project costs, funding, and assessments.

Mayor Sabas opened the public hearing at 8:47 p.m.

David Benson, 1200 Hillsboro, commented on the difficulty he has trying to reach someone by phone at the City, County, or State. He thanked the Council for hearing the input tonight and was impressed with the action in the last case. He commented on poor design choices that have been made in this area on Hayden Lake Road. He stated that the handicap access was constructed at the intersection near his home, but was unsure why the entrance into his driveway could not be fixed at the same time. He stated that he does not mind a new road coming in, even though it will not benefit him, because it will benefit his neighbors. He stated that the City has always told him that once a resident pays for an improvement, they would not need to pay again. He stated that in his 50 years at the property, he has paid for a lot of improvements and did not believe he should have to pay again. He stated that he has always followed City ordinances and requested a variance that was ultimately not approved. He commented on the experience he has seen from the Bauer Farm residents at the neighborhood intersection. He asked if he would receive an assessment from the Hayden Lake Road project.

The City Engineer stated that there would be an assessment associated with that property. She stated that the City recently updated its assessment policy.

Mayor Sabas stated that resident assessments are part of the road project financing. He stated that the policy allows assessment of up to half of the project cost, where this assessment is proposed at 30 percent. He stated that the City does not generate sufficient tax dollars to cover the costs for all road projects.

Mr. Benson stated that he is not worried about the money, as he can pay that, but was more concerned that he had been told he would not be assessed again.

Mayor Sabas noted that the assessment policy has existed for many decades.

Mr. Benson commented on a previous project that he was not charged for.

Mayor Sabas commented that was part of a County road project.

The City Engineer explained the policy for corner lot assessments. She stated that the City has used assessments going back to the 1980s, as that is the method Champlin has used to build its infrastructure.

Mr. Benson commented on the slope that exists from Hayden Lake Road into his yard, which makes the area unmanageable.

Pat Schellenberg, 1217 Independence Avenue N, commented on the changes she has seen in the time she has lived at her property. She stated that they do need new roads, but had concerns with the lighting and cost. She stated that many residents in that area cannot afford the cost of the assessment. She asked why additional lighting is needed or why the new light poles should be the cost for the residents when it was a City decision. She also shared written comments from the resident at 1310 Independence Avenue, who had to leave because it was getting too late and had concerns about the high assessment cost.

Mayor Sabas provided additional information on the Street Light Policy, its purpose, and implementation. He explained how the decision of Xcel to no longer rent the poles to cities pushed the City to develop the policy.

Ms. Schellenberg commented that it should then be a City cost. She provided additional information on a previous assessment that was charged to two properties across the street, which pushed them out of their properties. She stated that while she loves Champlin, she has learned that the only guarantee you can have is in writing, as details often change when residents are involved. She asked the assurance they would have that their assessment would not increase from what is proposed and asked that she be provided with something in writing.

The City Engineer provided additional information.

Mayor Sabas commented that the City cannot assess more than 50 percent of the project cost to residents.

The City Attorney stated that it is by policy that Champlin uses assessments, and there is a statute that requires the City to prove, through appraisal, that the assessed properties would receive a benefit equal in amount to the assessment charged. He also provided information on the challenge that residents would have to undergo an assessment.

Dan Molden, 1210 Independence Avenue N, commended the staff and Council for managing the activity tonight. He believed that the Council followed the right path for Valley Forge. He recognized that project would be delayed to 2027 and asked if there would be extra money available to use on this project.

Mayor Sabas stated that would not be possible, as the project will still happen, just a year later.

Mr. Molden asked if the budget should be lowered for 2026 if the project is not going to happen.

Mayor Sabas noted that he also wrote down that question to follow up with staff, as he was wondering if that would impact the final adoption of the budget and levy.

The City Engineer stated that because State Aid was going to be used on Valley Forge, that was the City portion of the project cost, while the other funding sources were revenue accounts and not included in the budget/levy.

Mr. Molden stated that the road improvement is needed, but the assessment amount is high for many residents on the street, which is why he was present to speak about it tonight. He also provided input on the street lights, sharing similar concerns to the previous resident. He asked why the street lights are not funded through the Street Light Fund.

The City Engineer explained that installation of street lights is done through this method with assessment, while the operation and maintenance are funded through the Street Light Fund.

Mr. Molden stated that this area is within the City of Anoka's municipal utility and asked how this would benefit the residents in this area.

Mayor Sabas stated that additional lighting will be added to meet the City standard.

Mr. Molden commented that most of the residents in this area have been here for multiple decades, with the lighting as it had been. He stated that if the lighting is going to be added, perhaps there could be flexibility on where the lights are located.

The City Engineer confirmed that they would review that during final design, noting that they like to place lighting at the property line and ideally they alternate sides of the road, but also have challenges they work around, such as tree and utility location.

Mr. Molden asked for more information on the interest that is charged to residents who make payments.

The City Engineer stated that the City is covering the cost upfront, and the interest covers the cost the City incurs to administer the program.

John Zimmerman, 1308 Hillsboro Avenue, stated that at the October meeting, he spoke with staff about sewer camera work that was done and asked when the residents would learn the results.

The City Engineer stated that the final feasibility report included those details, noting no abnormalities were identified in this area. She noted a section of sewer that was undersized in another project area that would be improved. She confirmed that there would be spot curb replacement.

Mr. Zimmerman shared a concern with his driveway apron. He noted a previous request for lighting along the bike path. He noted the proposed light placement at the end of the bike path and asked if there could be another one in the middle of the bike path.

Councilmember Tesdall stated that was discussed at the end of the last public meeting and noted that they wanted to ensure it would not shine into anyone's home.

The City Engineer stated that they will review that as part of the final design, noting the items they would consider to ensure the light on the trail would not negatively impact any homes.

Motion

Motion by Councilmember LaCroix and seconded by Councilmember Tesdall to close the public hearing at 9:25 p.m. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, and LaCroix. Voting against: none. Motion carried.

Councilmember Tesdall commented that the roads do need to be replaced, and there is minimal lighting in this area. She recognized the comments related to the costs for the project and lighting. She stated that if lighting is going to be added, it would be in conjunction with a road project. She stated that if they did not do lights now, these roads could last quite some time because of the low volume of traffic, and the desire for lighting may change between now and the next road project. She stated that she does support the lighting, recognizing that it would be an additional expense because they would not have another opportunity for quite some time.

Mayor Sabas agreed that this is a straightforward project and recognized that no one likes an assessment.

Councilmember Tesdall asked that staff follow up on the driveway issue mentioned by the resident. She also asked that staff review the side yard mentioned by Mr. Benson.

Councilmember Moe stated that this project has been delayed many times to gain a larger project area, recognizing that these are roads with very low pavement condition ratings, and supported the project and scope.

Councilmember LaCroix stated that while he hates the cost, he supports the project. He shared his own experience of going through two projects while being assessed for one, as he is on a corner lot. He stated that his neighbors were opposed to the street lights, but no one complains now about having a well-lit street. He commented on the reduction of vehicle break-ins as a result of the increased lighting.

Councilmember LaCroix introduced the following resolution and moved its adoption:

A Resolution Ordering the Improvements and Directing the Preparation of Plans and Specifications for the 2026 Street and Utility Project, Improvement Project No. 22604

The motion for the adoption of the resolution was duly seconded by Councilmember Tesdall, and upon vote being taken thereon, the following voted in favor thereof: Mayor Sabas, Councilmembers Tesdall, Moe, and LaCroix, and the following voted against the same: none, whereupon said resolution was passed this 24th day of November 2025.

New Business

Waive First Reading,
Conduct Second Reading
and Adopt Ordinance
Amending Section 381 of
Chapter 126 of the
Champlin City Code
Regarding Accessory
Buildings and Uses and
Authorize Use of the
Publication Summary

The City Planner stated that this Ordinance Amendment was initiated at the request of the City Council following a variance application that was tabled at the September 22, 2025, meeting. At that time, the Council directed staff to review alternative options to allow increased accessory structure square footage for residential properties. The current Code, last amended in 2019, is a tiered system for allowable accessory structure area based on total lot size.

The City Planner stated that the City Council held a worksession regarding this topic on October 14, 2025, where staff presented four possible options for a Code Amendment. The Council provided its initial support for a percentage-based standard with a maximum square footage cap. Since that time, staff researched the topic further to provide a recommended square footage percentage and cap. The Planning Commission held a public hearing on this topic at its November 17th meeting and unanimously recommended approval as presented.

Planning Commissioner Reider stated that he was present but had nothing further to add from the staff report.

Mayor Sabas commented that there are large properties, over five acres in size, which should be considered differently from others. He stated that some of those properties may want larger structures to house equipment and recreational vehicles, such as boats. He believed that this ordinance amendment would solve the issue for some residents, but the issue of larger lots would remain. He suggested that perhaps lots larger than one acre would be able to obtain approval for a larger structure.

The City Planner stated that anything larger than 1,000 square feet would still require a Conditional Use Permit (CUP), and the cap would be 2,200 square feet. She stated that a property could obtain a CUP if it met the conditions.

Mayor Sabas stated that he could support a larger cap for larger lots. He stated that some larger lots would like to have accessory dwelling buildings.

The Community Development Director stated that 2,200 square feet is a very large structure. He stated that there would need to be additional discussion if they wanted to increase that number or allow accessory dwelling units (ADUs). He stated that it is difficult to find a magic number for a cap, and staff would be open to a larger number if the Council desires.

Mayor Sabas stated that a CUP would be required for structures over 1,000 square feet and asked if the Council could deny something too large if there were no cap.

The Community Development Director stated that a CUP would be a conditional use upon which conditions can be placed to mitigate any potential impacts, but it would be difficult to distinguish between 2,000 and 3,000 square feet in a request if there were no cap in place. He stated that making decisions on a case-by-case basis raises concerns about making fair and equitable decisions.

The City Attorney agreed.

Councilmember Tesdall stated that the challenge that she has with the variance process is how subjective that is and asked if practical difficulties are the only judgment on which a variance can be issued.

The City Attorney confirmed that is codified in State Statute.

Councilmember Moe stated that it would be a long process to find something that works for all properties, but believed that the ordinance, as proposed, would address 99 percent of properties.

Mayor Sabas stated that he would consider these parameters for lots under two acres, with additional parameters for lots over two acres in size.

The Community Development Director confirmed that change could be made if desired.

Mayor Sabas proposed that the parameters, as proposed, apply to lots up to 1.99 acres, and lots two acres or greater have a cap of 3,500 square feet.

Councilmember Tesdall noted that would be the size of a whole house. She suggested that perhaps the larger lots work with staff if they want something that large.

Mayor Sabas commented that if there is no practical difficulty, it is difficult to find a path for approval.

Councilmember Moe commented that it is very large and suggested the larger cap be 3,000 square feet.

Councilmember LaCroix stated that he could support 3,000 square feet as the larger cap. He stated that as a previous member of the Planning Commission, he is pleased to see this issue being addressed.

Ordinance No. 922

Councilmember Moe introduced the following ordinance, waiving the first reading, conducting the second reading, and moving its adoption with the exception to use a maximum of 3,000 square feet for properties two acres or more:

An Ordinance Amending Section 381 of Chapter 126 of the Champlin City Code Regarding Accessory Buildings and Uses and Authorizing Use of the Publication Summary

The motion for the adoption of the ordinance was duly seconded by Councilmember LaCroix, and upon vote being taken thereon, the following voted in favor thereof: Mayor Sabas, Councilmembers Tesdall, Moe, and LaCroix, and the following voted against the same: none, whereupon said ordinance was passed this 24th day of November 2025.

Approve the City Administrator's 6-Month Performance Review

Mayor Sabas presented a summary of the City Administrator's six-month performance evaluation.

The City Attorney noted that the revised contract was approved as part of the Consent Agenda.

Motion

Motion by Councilmember Moe and seconded by Councilmember Tesdall to approve the City Administrator's six-month performance review. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, and LaCroix. Voting against: none. Motion carried.

Unfinished Business

Resolution Denying a Variance to the Maximum Allowable Square Footage for Accessory Buildings and a Conditional Use Permit for a Garage Exceeding 1,000 Square Feet at 1213 Independence Avenue by Craig Butler (Project #2025-13)

The City Planner provided background information, noting that the City Council first reviewed the variance request at its September 22nd meeting and tabled the item to allow time for additional discussion regarding a potential Code Amendment. The request was reviewed again on October 14th, at which time the Council tabled it a second time in anticipation of an amendment being brought forward for consideration. She reviewed the evaluation criteria and staff's review of the request as City Code currently stands. She explained that if the Code Amendment is approved tonight by the Council, staff would recommend approval of the Resolution approving the Conditional Use Permit, subject to the conditions noted within the staff report; however, if the Code Amendment is not approved, staff would recommend approval of the Resolution denying the variance and Conditional Use Permit (CUP).

Councilmember LaCroix noted that the change to City Code was just approved and believed that this request is a good example of why the Code amendment was necessary and beneficial. He stated that he does support the four conditions with the proposed CUP.

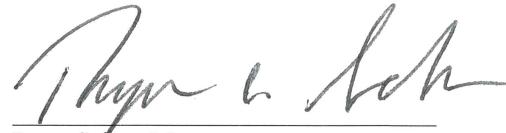
Councilmember Tesdall introduced the following resolution and moved its adoption:

A Resolution Approving a Conditional Use Permit for a Garage Exceeding 1,000 Square Feet at 1213
Independence Avenue N (Craig Butler)

The motion for the adoption of the resolution was duly seconded by Councilmember LaCroix, and upon vote being taken thereon, the following voted in favor thereof: Mayor Sabas, Councilmembers Tesdall, Moe, and LaCroix, and the following voted against the same: none, whereupon said resolution was passed this 24th day of November 2025.

Adjournment

The Champlin City Council adjourned the regular meeting at 10:01 p.m.



Ryan Sabas, Mayor

Attest:



Julie Tembreull, Executive Assistant/City Clerk

Councilmember LaCroix introduced the following resolution and moved its adoption:

**RESOLUTION NO. 2025-61
CITY OF CHAMPLIN
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

**RESOLUTION ORDERING THE IMPROVEMENTS AND DIRECTING THE
PREPARATIONS OF PLANS AND SPECS FOR THE 2026 STREET & UTILITY
PROJECT, IMPROVEMENT PROJECT NO. 22604**

WHEREAS, Resolution No. 2025-58, adopted by the Champlin City Council on the 10th day of November 2025, affixed a date for the Public Hearing on the proposed improvements for 2026 Street & Utility Project, Improvement Project No. 22604, and

The project consists of the following streets:

Revere Lane
Revere Lane
Revere Court
West River Parkway
West River Parkway
West River Parkway
Belle Aire Court
Pilgrim Court
Sunrise Lane
Mead Road
Independence Avenue
Elm Creek Circle
Ghostley Lane
Ghostley Lane
Lowell Road
Lowell Road
Independence Avenue
Independence Avenue
Independence Court
124th Avenue
Hillsboro Avenue
Hillsboro Avenue
Hillsboro Avenue
124th Circle
Hillsboro Avenue
Hillsboro Avenue

Hillsboro Court
Jefferson Circle

and

WHEREAS, a Feasibility Study for this area reviews in detail, the condition of the existing street and utilities, and other municipal facilities for the recommended improvements. Proposed improvements, project cost, funding, project schedule, and preliminary assessment roll are identified in the Feasibility Report, and

WHEREAS, the project is identified in the city's 2026 Capital Improvement Plan. This street improvement work will be completed in 2026. Project costs are anticipated to be financed by Capital Improvement Revolving Fund; Sanitary Sewer Fund; Stormwater Fund; Street Lighting Fund; Water Fund; and Special Assessments to the benefitting properties, and

WHEREAS, the Public Hearing for the improvements was scheduled allowing for a neighborhood meeting, and

WHEREAS, ten days mailed notice and two weeks published notice of the hearing was given, and the Public Hearing was held on the 24th day of November 2025, at which all person desiring to be heard were given an opportunity to be heard thereon, and

WHEREAS, the 2026 Capital Improvement Plan identifies the proposed 2026 Street & Utility Project, Improvement Project No. 22604.

NOW, THEREFORE, BE IT RESOLVED by the Champlin City Council that WSB is hereby designated as the engineer for the improvement project. They shall prepare plans and specifications for the project.

FURTHER BE IT RESOLVED by the Champlin City Council that:

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the Council Resolution adopted this 24th day of November 2025.
3. The City's planning commission has reviewed the proposed capital improvement and reported in writing to the Council its findings as to compliance of the proposed improvement with the comprehensive municipal plan.
4. The City Council declares its official intent to reimburse itself for the costs of the improvements described in the Feasibility Report from the proceeds of tax-exempt bonds in an amount up to \$4,247,000.00.

The motion for the adoption of the resolution was duly seconded by Councilmember Tesdall, and upon vote being taken thereon, the following voted in favor thereof: Mayor

Sabas, Councilmembers Tesdall, Moe, and LaCroix, and the following voted against the same: none, whereupon said resolution was passed this 24th day of November 2025.

Ryan Sabas

Ryan Sabas, Mayor

ATTEST:

Julie Tembreull

Julie Tembreull, Exec. Asst./City Clerk

Councilmember Moe introduced the following ordinance, waiving the first reading, conducting the second reading, and moving its adoption with the exception to use a maximum of 3,000 square feet for properties two acres or more:

**ORDINANCE NO. 922
CITY OF CHAMPLIN
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

**ORDINANCE AMENDING SECTION 381 OF CHAPTER 126 OF THE CHAMPLIN
CITY CODE REGARDING ACCESSORY BUILDINGS AND USES AND
AUTHORIZING USE OF A PUBLICATION SUMMARY**

CHAPTER 126- ZONING

Sec. 126-381. Accessory buildings and uses.

(a) General criteria.

- (1) When an accessory building is attached to the main building, it shall be made structurally a part of the principal building and shall comply in all respects with requirements of this section applicable to the principal building.
- (2) An accessory building, unless attached to and made a part of the main building, shall not be closer than six feet to the principal building or another accessory building, except as otherwise provided in this section.
- (3) No building permit shall be required for accessory buildings containing 200 square feet gross floor area or less. However, such buildings and their placement shall be reviewed by the building official to ensure compliance with all applicable regulations set forth in this chapter.
- (4) A detached accessory building shall not be located in any required front or side yard on single frontage lots, except for lots abutting the Mississippi River, subject to section 126-383.
- (5) A detached accessory building may be allowed on a double frontage lot; provided the following conditions are met:
 - a. The accessory building shall be located on the opposite side of the dwelling as the access drive or driveway;
 - b. The accessory building shall meet a 20-foot front yard setback; and
 - c. All other applicable requirements and setbacks are met.
- (6) A detached garage may be located in the front or side yard; provided it meets the minimum front yard setback specified for the principle building on the lot.
- (7) In R-1 and R-2 districts, existing attached garages may be expanded to 25 feet from the front property line, provided the following conditions are met:
 - a. The existing attached garage cannot be reasonably expanded due to side yard setbacks, drainage and utility easements, significant trees or living space.
 - b. The existing attached garage shall be less than 484 square feet prior to expansion.

- c. Construction of the garage addition shall be architecturally compatible with the existing attached garage, including but not limited to siding and roofing materials.
 - d. Attached garages may not encroach into the required front yard setback on lots adjacent to principal and minor arterial roads and major collector roads as identified in the city's comprehensive transportation plan.
- (b) Time of construction. No accessory building or structure shall be constructed on any lot prior to the time of construction of the principal building to which it is accessory.
- (c) Building materials. No accessory building shall be constructed of canvas, plastic fabric or other similar nonrigid material. All accessory buildings in excess of 120 square feet shall be constructed with exterior materials and finish that match or compliment the exterior finish of the principal structure.
- (d) ~~Size. The city will utilize six lot sizes to calculate allowable accessory building square footage. The city will also utilize the following descriptions of home styles to calculate the total square footage to be applied to one of the six lot sizes:~~
- ~~(1) Rambler or slab on grade home: total square footage of living space contained on or at grade as defined herein.~~
 - ~~(2) Multi-level home: total square footage of living space on levels at or above grade as defined herein.~~
 - ~~(3) Split-level home: total square footage of living space contained above grade as defined herein.~~
 - ~~(4) Two-story or modified two-story home: total square footage of living space at grade as defined herein and one half the total contained on the second story.~~
 - a. Lots less than 14,520 square feet (one third of an acre). The maximum allowable square footage for accessory buildings, attached and/or detached, shall not exceed the total square footage of living space contained on, at or above grade as defined herein, or up to a maximum of 1,000 square feet by conditional use permit.
 - b. Lots equal to or greater than 14,520 square feet (one third of an acre) but less than 21,780 square feet (one half of an acre). The maximum allowable square footage for accessory buildings, attached and/or detached, shall not exceed the total square footage of living space contained on, at or above grade as defined herein, or up to a maximum of 1,200 square feet by conditional use permit.
 - c. Lots equal to or greater than 21,780 square feet (one half of an acre) but less than 32,670 square feet (three quarters of one acre). The maximum allowable floor space for accessory buildings, attached and/or detached, shall not exceed the total square footage of living space contained on, at or above grade as defined herein, or up to a maximum of 1,400 square feet by conditional use permit.
 - d. Lots equal to or greater than 32,670 square feet (three quarters of one acre) but less than 43,560 square feet (one acre). The maximum allowable floor space for accessory buildings, attached and/or detached, shall not exceed the total square footage of living space contained on, at or above grade as defined herein, or up to a maximum of 1,600 square feet by conditional use permit.

- e. Lots equal to or greater than 43,560 square feet square feet (one acre) but less than 87,120 square feet (two acres). The maximum allowable floor space for accessory buildings, attached and/or detached, shall not exceed the total square footage of living space contained on, at or above grade as defined herein, or up to a maximum of 1,800 square feet by conditional use permit.
- f. Lots equal to or greater than 87,120 square feet (two acres). The maximum allowable floor space for accessory buildings, attached and/or detached, shall not exceed the total square footage of living space contained on, at or above grade as defined herein, or up to a maximum of 2,000 square feet by conditional use permit.

The allowable square footage for accessory buildings, attached and/or detached, shall not exceed ten percent of the total lot area, up to a maximum of 2,200 square feet for lots between 0-1.99 acres, and 3,000 square feet for lots of 2 acres or greater.

- (e) Size of individual structure. The maximum allowable size for an individual attached or detached structure is limited to 1,000 square feet, except by conditional use permit.
- (f) Height. The maximum height of an accessory structure shall be as prescribed in the applicable zoning district.
- (g) Setbacks. Accessory buildings shall be set back from adjoining lots as prescribed in the applicable zoning district and shall not be located within a drainage and/or utility easement.
- (h) Conditional use permits. Application for a conditional use permit under this section shall be regulated by article II, division 2 of this chapter. Such conditional use permit for an accessory building includes, but is not limited to, the following:
 - (1) No commercial or home occupation activities are conducted within the accessory building;
 - (2) In no case shall an attached garage exceed the total square footage of living space contained on, at or above grade as defined herein;
 - (3) The accessory building shall be maintained in a manner that is compatible with the adjacent residential uses and does not present a hazard to the public health, safety and general welfare;
 - (4) The application for conditional use permit shall include a screening plan consisting of privacy fencing and/or landscaping to minimize the impact to adjacent residents; and
 - (5) The accessory structure shall be positioned on the lot to minimize impact on adjacent property.
- (i) Maximum number of accessory buildings. The maximum number of detached accessory buildings for any lot of record shall not exceed two structures.
- (j) Maximum land coverage of single accessory structure/garage. No single accessory structure/garage may exceed 20 percent of the land area of the yard in which it is located.
- (k) Sum total of land. The sum total of land occupied by all accessory buildings located in the area of the required rear yard shall not exceed 40 percent of that yard.
- (l) Reserved.

(m) Air conditioning units. Air conditioning units, excluding window units, shall be located a minimum of five feet from all lot lines and shall not be located within a drainage and utility easement.

(n) Encroachments. Play and recreational facilities, private dog kennels, permanently installed laundry drying equipment, detached outdoor living rooms and gazebos (less than or equal to 500 square feet) may be located within:

(1) A rear yard or side yard; provided they are set back at least five feet from all lot lines; and

(2) The yard opposite the driveway on a double frontage lot or the street side yard; provided they are set back at least 20 feet.

No encroachment shall be permitted in existing or required drainage and utility easements unless approved by the city.

.....

Additions: Add

Deletions: Delete

This ordinance shall become effective following its passage and publication as required by law.

The motion for the adoption of the ordinance was duly seconded by Councilmember LaCroix, and upon vote being taken thereon, the following voted in favor thereof: Mayor Sabas, Councilmembers Tesdall, Moe, and LaCroix, and the following voted against the same: none, whereupon said ordinance was passed this 24th day of November 2025.

Ryan Sabas

Ryan Sabas, Mayor

ATTEST:

Julie Tembreull

Julie Tembreull, Exec. Asst./City Clerk

Councilmember Tesdall introduced the following resolution and moved its adoption:

RESOLUTION NO. 2025-62
CITY OF CHAMPLIN
COUNTY OF HENNEPIN
STATE OF MINNESOTA

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR A GARAGE
EXCEEDING 1,000 SQUARE FEET AT 1213 INDEPENDENCE AVE N (CRAIG
BUTLER)**

WHEREAS, Craig Butler, 1213 Independence Avenue N, requested a conditional use permit for a garage over 1,000 square feet to construct an addition to the existing detached garage on said property; and

WHEREAS, the proposal meets all relevant City requirements; and

WHEREAS, the City of Champlin Planning Commission held a public hearing on September 15th, 2025 regarding the conditional use permit request; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Champlin, Minnesota, that the request for a conditional use permit at 1213 Independence Avenue N is hereby approved, subject to the following conditions:

1. The attached garage shall not be used for any home occupation or commercial-related activity.
2. The attached garage shall be maintained in a manner that is compatible with the adjacent residential uses and does not present a hazard to the public health, safety and general welfare.
3. A building permit shall be obtained prior to construction.
4. The conditional use permit shall be recorded with the Hennepin County Recorder's Office.

The motion for the adoption of the resolution was duly seconded by Councilmember LaCroix, and upon vote being taken thereon, the following voted in favor thereof: Mayor Sabas, Councilmembers Tesdall, Moe, and LaCroix, and the following voted against the same: none, whereupon said resolution was passed this 24th day of November 2025.

Ryan Sabas

Ryan Sabas, Mayor

ATTEST:

Julie Tembreull

Julie Tembreull, Exec. Asst./City Clerk