

**Meeting Announcement and Agenda of the Cambridge Planning  
Commission  
City Hall Council Chambers  
Regular Meeting, Tuesday, October 5, 2021, 7:00 pm**

300 Third Avenue Northeast, Cambridge, MN 55008  
[www.ci.cambridge.mn.us](http://www.ci.cambridge.mn.us)  
(763) 689-3211

Members of the audience are encouraged to follow the agenda. When addressing the Commission, please state your name and address for the official record.

*AGENDA*

1. Call to Order and Pledge of Allegiance
2. Approval of Agenda
3. Approval of Minutes
  - A. September 8, 2021 Planning Commission Minutes (p.3)
4. Public Comment: For items not on the agenda; speakers may not exceed 3 minutes each
5. New Business
  - A. Final Plat-Woodhaven Acres 4<sup>th</sup> Addition (p.5)
  - B. Development Updates (verbal)
6. Other Business/Miscellaneous
  - A. City Council Update
  - B. Parks, Trails, and Recreation Commission (PTRC) update
7. Adjourn

Notice to the hearing impaired: Upon request to City staff, assisted hearing devices are available for public use. Accommodations for wheelchair access, Braille, large print, etc. can be made by calling City Hall at 763-689-3211 at least three days prior to the meeting.

This Page Left Blank Intentionally

## Cambridge Planning Commission Meeting Minutes Wednesday, September 8, 2021

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Planning Commission was held at Cambridge City Hall, 300 3rd Avenue NE, Cambridge, Minnesota.

Members Present: Commissioners Aaron Berg (Chair), Robert Boese (Vice Chair), Amanda Latsch, Jessica Kluck, Joe Morin, and Bob Shogren (City Council Representative)  
David Redfield (arrived at 7:12pm)

Staff Present: City Planner Marcia Westover

### Call to Order and Pledge of Allegiance

Berg called the meeting to order at 7:00 pm and led the Commissioners in the Pledge of Allegiance.

### Approval of Agenda

Boese moved, seconded by Kluck, to approve the agenda. Motion passed 6/0 with one member absent.

### Approval of Minutes

Shogren moved, seconded by Morin, to approve the August 3, 2021 meeting minutes. Motion passed 6/0 with one member absent.

### Public Comment

Berg opened the public comment period at 7:02 pm and, without any comments, closed the public comment period at 7:02pm.

### New Business

#### **PUBLIC HEARING – PRELIMINARY PLAT FOR WOODHAVEN ACRES 4<sup>TH</sup> ADDITION**

Westover stated the property is currently vacant except for a pole shed and consists of 3.2 acres. Single family residences surround this parcel. The corporate limits of the City are just on the south extension of this parcel. The Zoning Map identifies this area as R-1 One Family Residence district and the Future Land Use Map identifies this as Low Density Residential. The applicant is proposing 8 new single family lots with this plat.

Westover continued that this is the last phase of the Woodhaven Acres area. The original phase started in 1990, with consecutive phases occurring in 1997, 2002, and 2004. The last few vacant lots from these plats are now being developed.

Westover stated the completion of Maple Dr. S. to 34th Avenue SW will be completed with this plat. This will make a nice through street for the residents in the area. Parkland has already been dedicated and satisfied for the Woodhaven Acres area with a previous plat. The parkland is currently vacant and will be accessible from the street construction happening with this plat.

Westover stated that as with all development, staff is reviewing all formal Site Plans including civil engineering plans. Staff has provided comments to the developer that will need to be addressed during

the platting process. I have added all of our current comments as conditions of approval of the preliminary plat.

Westover said that staff finds the plat is in compliance with the goals of the Comprehensive Plan, Zoning and Subdivision regulations of the City. Staff recommends approval with the conditions as listed.

Berg opened the public hearing at 7:06pm.

The applicant, David Norberg, was present but said he had no comments.

Berg closed the public hearing at 7:07pm.

Commissioners discussed the Engineer comment #1 in the conditions listed and felt this was an error and suggested removing this condition.

Shogren moved, seconded by Boese to recommend approval of the Preliminary Plat of Woodhaven Acres 4<sup>th</sup> Addition after striking the first comment from the Engineer's review recommending a street name change. Motion passed 6/0 with one member absent.

**Other Business/Miscellaneous**

**City Council Update**

Shogren updated the Commission on the previous City Council meeting.

**Parks, Trails and Recreation Commission Update**

Westover stated that there is a ribbon cutting for Parkwood Park at 7:00pm next Tuesday. Shogren gave an update about the improvements that will be made at Sandquist park.

**Adjournment of Council Meeting**

Being no further business before the Commission, Boese moved, seconded by Latsch, to adjourn the regular meeting at 7:16pm. Motion carried 7/0 unanimously with all members present.

---

Aaron Berg, Chair  
Cambridge Planning Commissioner

ATTEST:

---

Marcia Westover  
City Planner



**Request**

The request of David Norberg, 3440 Paul's Lake Road S., Cambridge, MN 55008, for a final plat. The property is described as Outlot A, Woodhaven Acres 3<sup>rd</sup> Addition, and is located along Maple Drive S. and 34<sup>th</sup> Avenue SW.

**Overview**

The preliminary plat of Woodhaven Acres 4<sup>th</sup> Addition was reviewed and approved by the Planning Commission and City Council last month. The plat will consist of eight (8) new single-family lots and the completion of Maple Dr. S. to 34<sup>th</sup> Avenue SW. The developer has been working through previous Site Plan Review comments and only has a few left to address. Staff will continue to work with the developer on the last few engineering comments listed herein prior to the Development Contract being completed.

The final plat is consistent with the preliminary plat and is in compliance with the goals of the Comprehensive Plan, Zoning and Subdivision regulations of the City.

Parkland has already been dedicated and satisfied for the Woodhaven Acres area with a previous plat. The parkland is currently vacant and will be accessible from the street construction happening with this plat.

Staff recommends approval with the following conditions:

**Engineer Review**

1. Per the MPCA NPDES Construction Stormwater Permit, Item 16.10, 'Permittees must provide at least one soil boring, test pit or infiltrometer test in the location of the infiltration practice for determining infiltration rates'.
2. Per the MPCA NPDES Construction Stormwater Permit, Item 16.12, 'Permittees must employ appropriate on-site testing 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'. Provide comment on how the seasonally high groundwater levels were confirmed to ensure appropriate separation from groundwater.
3. The proposed development adds 1.52 acres of impervious surfaces however the proposed infiltration basin only treats 1.06 acres of impervious surfaces. Effort should be made to route additional impervious areas to treatment locations.

**Planning Review**

4. A Development Contract shall be executed by and between the City of Cambridge and the developer prior to the city signing the final plat.

**Planning Commission Acton**

Motion to recommend approval of the Final Plat of Woodhaven Acres 4<sup>th</sup> Addition with the

conditions listed.

**Attachments**

1. Draft Resolution
2. Final Plat
3. General Location Map

**Resolution No. R21-XXX**

**RESOLUTION APPROVING A FINAL PLAT  
WOODHAVEN ACRES 4<sup>TH</sup> ADDITION**

**WHEREAS**, David Norberg, 3440 Paul's Lake Road S, Cambridge, MN 55008, is the owner of the property located at:

Outlot A, Woodhaven Acres 3<sup>rd</sup> Addition, Isanti County, Minnesota

Is requesting a Final Plat; and

**WHEREAS**, the Planning Agency of the City has completed a review of the application and made a report pertaining to said request, a copy of which has been presented to the City Council; and

**WHEREAS**, The Planning Commission of the City, on the 5th day of October, 2021, following proper notice, held a public hearing to review the request; and

**WHEREAS**, the Planning Commission made a recommendation to approve said request, and it was brought forward for City Council consideration with the following conditions:

**Engineer Review**

1. Per the MPCA NPDES Construction Stormwater Permit, Item 16.10, 'Permittees must provide at least one soil boring, test pit or infiltrometer test in the location of the infiltration practice for determining infiltration rates'.
2. Per the MPCA NPDES Construction Stormwater Permit, Item 16.12, 'Permittees must employ appropriate on-site testing 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'. Provide comment on how the seasonally high groundwater levels were confirmed to ensure appropriate separation from groundwater.
3. The proposed development adds 1.52 acres of impervious surfaces however the proposed infiltration basin only treats 1.06 acres of impervious surfaces. Effort should be made to route additional impervious areas to treatment locations.

**Planning Review**

4. A Development Contract shall be executed by and between the City of Cambridge and the developer prior to the city signing the final plat.

**WHEREAS**, the City Council, on the 18<sup>th</sup> day of October, 2021, held a regular meeting and discussed this request.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of Cambridge, Minnesota, approves the proposed Final Plat of Woodhaven Acres 4<sup>th</sup> Addition with the conditions listed herein.

Adopted by the Cambridge City Council

This 18th day of October 2021

\_\_\_\_\_  
James A. Godfrey, Mayor

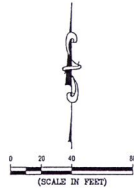
ATTEST:

\_\_\_\_\_  
Evan C. Vogel, City Administrator



# WOODHAVEN ACRES 4TH ADDITION

COUNTY OF ISANTI  
CITY OF CAMBRIDGE  
SEC. 8, T. 35, R. 23



**LEGEND**

- DENOTES SET IRON PIPE WITH CAP MARKED RLS 42627
- DENOTES FOUND IRON PIPE
- (S89°19'03"E) DENOTES BEARING PER PLAT OF WOODHAVEN ACRES 3RD ADDITION

**NOTE REGARDING WETLANDS**

THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES, UNITED STATES CORPS OF ENGINEERS AND OTHER WATER MANAGEMENT AGENCIES HAVE CATEGORIZED VARIOUS WETLANDS, WHICH ARE NOT ACKNOWLEDGED BY CHAPTER 505.01, SUBDIVISION 3 OF MINNESOTA STATUTES AND MAY NOT BE SHOWN HEREON. DEVELOPMENT OF LANDS CONTAINING SAID WETLANDS MAY BE SUBJECT TO SPECIAL CONDITIONS OR LIMITATIONS.

**BEARING NOTE**

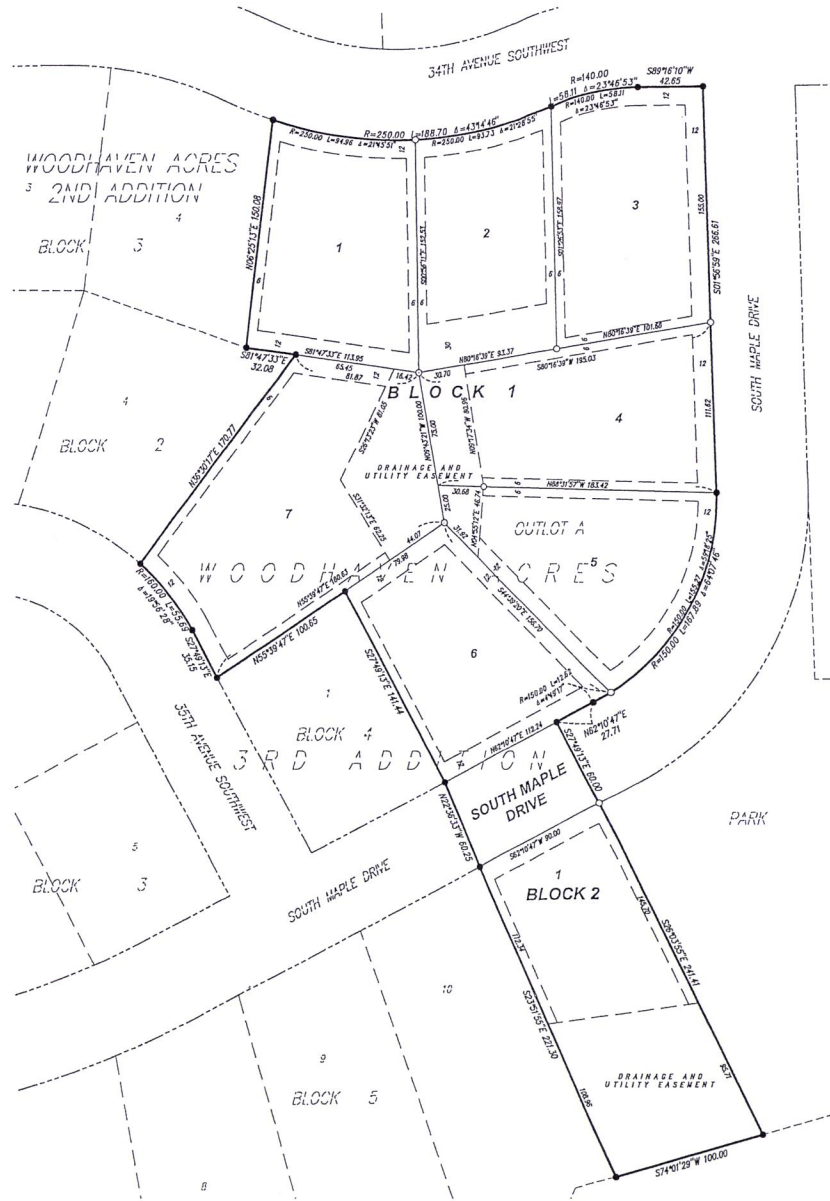
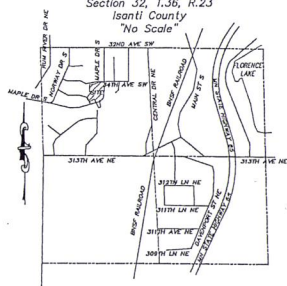
FOR THE PURPOSES OF THIS PLAT, THE EAST LINE OF OUTLOT A OF WOODHAVEN ACRES 3RD ADDITION IS ASSUMED TO BEAR SOUTH 01 DEGREES 56 MINUTES 59 SECONDS EAST.

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THIS:



BEING 6 FEET IN WIDTH AND ADJOINING SIDE LOT LINES AND 12 FEET IN WIDTH AND ADJOINING FRONT AND REAR LOT LINES, UNLESS OTHERWISE SHOWN ON THE PLAT.

**VICINITY MAP**  
Section 32, T.36, R.23  
Isanti County  
"No Scale"



KNOW ALL MEN BY THESE PRESENTS: That David W. Norberg and Marion E. Norberg, husband and wife, owners of the following described property situated in the County of Isanti, State of Minnesota, to wit:

OUTLOT A, WOODHAVEN ACRES 3RD ADDITION

Have caused the same to be surveyed and platted as WOODHAVEN ACRES 4TH ADDITION and do hereby donate and dedicate to the public for public use forever the public ways, as shown on this plat, and also dedicating the easements as shown on this plat for public utility and/or drainage purposes only.

In witness whereof Joseph P. Charles and Michelle M. Charles, husband and wife, have heretofore set their hands on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
David W. Norberg  
\_\_\_\_\_  
Marion E. Norberg

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_  
The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_ Mayor and \_\_\_\_\_ City Administrator, City of Cambridge, a Minnesota Municipal Corporation.

\_\_\_\_\_  
SIGNATURE  
\_\_\_\_\_  
PRINTED NAME (DO NOT USE STAMP)

Notary Public, \_\_\_\_\_ County, Minnesota  
My commission expires \_\_\_\_\_

I hereby certify that I have surveyed and platted or directly supervised the surveying and plating of the land described on this plat; that this plat is a correct representation of the boundary survey; all mathematical data and labels are correctly designated on the plat; all monuments depicted on the plat have been or will be correctly set within one year; all water boundaries and wet lands as of this date are shown and labeled; and all public ways are shown and labeled; and that there are no wet lands, as defined in MS 505.01, Subd. 3, or public highways to be designated other than as shown.

Kyle J. Roddy  
MN Licensed Surveyor No. 42627

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_  
The foregoing Surveyor's Certificate by Kyle J. Roddy, Minnesota License No. 42627, was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
SIGNATURE  
\_\_\_\_\_  
PRINTED NAME (DO NOT USE STAMP)

Notary Public, \_\_\_\_\_ County, Minnesota  
My commission expires \_\_\_\_\_

I hereby certify that this plat has been checked and recommended for approval as to compliance with Chapter 505, Minnesota Statutes this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Isanti County Surveyor  
Minn. License No. \_\_\_\_\_

This plat was recommended for approval this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Cambridge City Engineer

Approved by the Planning Council, City of Cambridge, Minnesota this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Chairperson  
\_\_\_\_\_  
Secretary

Approved by the City Council, City of Cambridge, Minnesota this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and is in compliance with the provisions of Chapter 505.03, Subdivision 2, Minnesota Statutes.

\_\_\_\_\_  
Mayor  
\_\_\_\_\_  
City Administrator

I hereby certify that the taxes for the year \_\_\_\_\_ on the property described herein have been paid and that there are no delinquent taxes and transfer entered on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Isanti County Auditor-Treasurer  
By \_\_\_\_\_ Deputy

I hereby certify that this instrument was filed in the Office of the County Recorder for record on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_ o'clock \_\_\_\_ M., and was duly recorded in the Isanti County Records as Document No. \_\_\_\_\_.

\_\_\_\_\_  
Isanti County Recorder





# Woodhaven Acres 4th Addition Final Plat

