

October, 2009

Sanctuary of Lake Elmo HOA

RE: Homeowners Annual Association Dues
Lot Owners Annual Association Dues

Upon the purchase of an undeveloped lot for the purpose of building a home, the lot owner annual association dues are currently \$180.00. Upon closing on the purchase of the home and/or issuance of the Certificate of Occupancy, the annual homeowners association dues are currently \$1152.00.

Association dues are payable annually, due by January 31 of each year.

RE: Sewer Access Charge (SAC)

The \$750.00 SAC is a one-time fee due and payable upon the purchase/closing of an undeveloped lot for the purpose building a home.



BURNET

COMMON INTEREST COMMUNITY RESALE DISCLOSURE CERTIFICATE

1. Date 10-15-09
2. Page 1 of 3 pages

3. Name of Common Interest Community: St. Croix's Sanctuary

4. Name of Association: Sanctuary of Lake Elmo Homeowners Association

5. Address of Association: 5865 Neal Ave N. - #127, Stillwater, Mn 55082

6. Unit Number(s) (include principal unit and any garage, storage or other auxiliary unit(s)): -

7. The following information is furnished by the Association named above according to MN Statute 515B.4-107.

8. 1. There is no right of first refusal or other restraint on the free alienability of the above unit(s) contained in the
9. declaration, bylaws, rules and regulations or any amendment to them, except as follows:

10.
11.
12.
13.

14. 2. The following periodic installments of common expense assessments and special assessments are
15. payable with respect to the above unit(s):

16. a. Annual assessment installments: \$ Due:
17. b. Special assessment installments: \$ Due:

18. c. Unpaid assessments, fines or other charges:
19. (1) Annual \$
20. (2) Special \$
21. (3) Fines \$
22. (4) Other Charges \$

23. d. The Association [] has [] has not approved a plan for levying certain common expense assessments
24. against fewer than all the units according to MN Statute 515B.3-115(e). If a plan is approved, a description
25. of the plan is attached to this certificate.

26. 3. In addition to the amounts due under paragraph two (2), the following additional fees or charges other than
27. assessments are payable by unit owners (include late payment charges, user fees, etc.):

28. \$750.00 Sewer Access Charge (SAC) One-time fee
29. due at closing - payable to Sanctuary of Lake Elmo
30. HOA

31. 4. There are no extraordinary expenditures approved by the Association, and not yet assessed, for the current
32. and two succeeding fiscal years, except as follows:

33.
34.

(8/06)



COMMON INTEREST COMMUNITY RESALE
DISCLOSURE CERTIFICATE

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36. 5. The Association has reserved the following amounts for maintenance, repair or replacement:

37. \$ 17,279.48 (9-30-09)

38. _____
39. The following portions of these reserves are designated for the following specified projects or uses:

40. currently 100% re: Waste Treatment facility

41. 6. The following documents are furnished with this certificate according to statute:

42. a. The most recent regularly prepared balance sheet and income and expense statement of the
43. Association.

44. b. The current budget of the Association.

45. 7. There are no unsatisfied judgments against the Association, except as follows (identify creditor and
46. amount): N/A - Based on activity / knowledge of

47. Association following transfer to Homeowners
48. Sept 24, 2008

50. 8. There are no pending lawsuits to which the Association is a party, except as follows (identify and
51. summarize status): N/A - as above - transfer - Sept 24, 2008

54. 9. Description of insurance coverages:

55. a. The Association provides the following insurance coverage for the benefit of unit owners: (Reference may
56. be made to applicable sections of the declaration or bylaws; however, any additional coverages should be
57. described in this space.)

58. Auto-Owner Insurance; general liability coverage
59. re: Common areas and Board of Directors

60. b. The following described fixtures, decorating items or construction items within the unit referred to in MN
61. Statute 515B.3-113(b), are insured by the Association. N/A
62. (Check as applicable.)

- 63. Ceiling or wall finishing materials
- 64. Floor coverings
- 65. Cabinetry
- 66. Finished millwork
- 67. Electrical or plumbing fixtures serving a single unit
- 68. Built-in appliances
- 69. Improvements and betterments as originally constructed
- 70. Additional improvements and betterments installed by unit owners

(8/06)



COMMON INTEREST COMMUNITY RESALE
DISCLOSURE CERTIFICATE

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72. 10. The board of directors of the Association has not notified the unit owner (i) that any alterations or improvements
73. to the unit or to the limited common elements assigned to it violate any provision of the declaration; or (ii) that
74. the unit is in violation of any governmental statute, ordinance, code or regulation, except as follows:

75. N/A - Single family homes
76. _____

77. 11. The remaining term of any leasehold estate affecting the common interest community and the premises
78. governing any extension or renewal of it are as follows:

79. N/A
80. _____

81. 12. In addition to the above, the following matters affecting the unit or the unit owner's obligations with respect to
82. the unit are deemed material.

83. N/A
84. _____

85. I hereby certify that the foregoing information and statements are true and correct as of 10-15-09
(Date)

86. By: Carmen Cary

87. Title: Board of Directors
(Association representative.)

88. Address: Sanctuary of Lake Elmo HOA 5865 Neal Ave N. Suite 127
Stillwater, Mn 55082

89. Phone Number: 651-739-1648

90. **RECEIPT:** In addition to the foregoing information furnished by the Association, the unit owner is obligated to furnish to
91. the purchaser before execution of any purchase agreement for a unit, or otherwise before conveyance, copies of the
92. following documents relating to the Association or to the Master Association (as applicable): the declaration (other than
93. any common interest community plat), articles of incorporation, bylaws, rules and regulations (if any), and any
94. amendments to these documents. Receipt of the foregoing documents and the Resale Disclosure Certificate is
95. acknowledged by the undersigned buyer(s).

96. Dated: _____
(Buyer)

97. Dated: _____
(Buyer)

(8/06)

STAFF MEMORANDUM

To: Dean Johnston, Mayor
Steve DeLapp, Councilmember
Brett Emmons, Councilmember
Nicole Park, Councilmember
Anne Smith, Councilmember

cc: Craig Dawson, Interim City Administrator
Ryan Stempski, Assistant City Engineer

From: Kyle Klatt, Director of Planning

RE: Planning Commission Recommendation – Sanctuary Landscape Plan Revision

Date: September 15, 2009

Attachments

- None

The Planning Commission met on September 14, 2009 and discussed the proposed revisions to the landscape plan for the St. Croix's Sanctuary development. As noted in the Staff report to the Council on this agenda item, the Council is being asked to take action on this request at its September 15th meeting.

The Planning Commission unanimously recommended approval of the revised landscape plan with conditions that read as follows:

- The implementation of the plan shall adhere to all recommendations from the City Forester as documented in a report to the City dated September 8, 2009.
- Two trees per new building site, provided by the builder or homeowner, shall be provided near the public boulevard and clustered along lot lines in the front yard prior to the issuance of a certificate of occupancy for new homes on all undeveloped lots as of September 15, 2009.

Please note that the second condition was modified somewhat from the version in your packet. The Planning Commission changes are noted above.

The general consensus of the Commission was that the proposed plan was a reasonable substitute plan and that the Sanctuary resident's support of this plan was important to take into account.