



March 27, 2019

**REQUEST FOR PROPOSALS  
Outlot "D"  
Traverse Green Subdivision  
City of Saint Peter**

**To all interested parties:** The City of Saint Peter, Minnesota has undertaken the construction of a third residential subdivision developed and designed utilizing the principles of the Building Better Neighborhoods program created by the Greater Minnesota Housing Fund.

The City is seeking a private partner or buyer to develop the northern 15.56 acres of the residential subdivision with the opportunity to develop an additional 22 acres that also adjoins the subdivision. This land is available for larger lot development and the City will consider all offers, ideas or plans for the development of the property.

Russ Wille  
Community Development Director  
227 South Front Street  
Saint Peter, MN 56082  
507.934.0661  
[russw@saintpetermn.gov](mailto:russw@saintpetermn.gov)

I. **Project Location:** The property is legally described as:

***Outlot D, Traverse Green Subdivision, City of Saint Peter, Nicollet County, Minnesota.***

Copies of the proposed final plat of Traverse Green Subdivision depicting Outlot D, is attached as Exhibit A.

II. **Price:** The respondent shall disclose the price at which they would propose to acquire the site(s) from the City of Saint Peter.

III. **Zoning Classification:** The subject property is zoned (R-3) Multi-Family Residential.

IV. **Project Site History:** The development site contains approximately 15.56 acres of land with the opportunity to expand to 37 acres. The property was originally purchased by Independent School District #508 as the Board contemplated the site for the construction of a new high school campus. The Board ultimately decided to join the City of Saint Peter in the development of an alternative site which combined school and city park facilities on a jointly developed campus.

Prior to ISD #508's acquisition of the property, the site was used for the growing of agricultural crops such as corn and soybeans. Subsequent to the acquisition by ISD #508, the property has been farmed and managed by the Agricultural Academy as part of the ISD #508 curriculum.

- V. **Mixed Use/Mixed Income:** The City of Saint Peter has retained ownership of a 15.56 acre parcel of land and ISD #508 owns the abutting 22 acres generally located to the south of the future, extended Clark Street. This site is being developed utilizing the concepts of the Building Better Neighborhoods program authored by the Greater Minnesota Housing Fund.

Subsequent to the opening of the new Saint Peter High School in 2017, the School Board has reconsidered the need to maintain ownership of the site given that its development wouldn't be expected to occur within a reasonable timeline. As such, the Board and Administration would entertain offers for the development of their property.

- VI. **Development Preference:** The City is seeking a partner to privately develop the northern 15.56 acres (Outlot D) of Traverse Green Subdivision as a single-family residential development.

Ideally, the City would desire the construction and sale of properties to support the construction of market rate single-family homes with total development costs (land, construction, utilities) of at least \$250,000.

While the City would prefer proposals that anticipate the developer assuming all financial responsibility for construction of the Outlot, the City would consider proposals that anticipate a financial partnership between the City and developer.

- VII. **Platting:** The successful respondent shall prepare the required submittals for the consideration of a Final Plat of Outlot D, the 15.56 acre development property. The plat application shall include payment of the \$250 fee for the consideration of the subdividing of lands.

The 22 acres School site would need to be annexed into the City of Saint Peter prior to development. The School property would also require further subdivision to create the appropriate lots and blocks.

- VIII. **Parkland Dedication Fee:** Upon acceptance of a Final Plat, the developer shall pay a parkland dedication fee equal to 12% of the fair market value of the "Net Developable Area" of the subdivision as defined in Section 44 of the Saint Peter City Code.

- IX. **Project Timeline:** The City of Saint Peter has begun construction of Traverse Green Subdivision. The construction of new single-family homes began in September, 2016.

- X. **Neighborhood Connectivity:** To provide for the uniform development of the community required in the Saint Peter Comprehensive Plan, the proposed development of Outlot D must consider how the subdivision will be connected to adjoining parcels via roadways, trails and sidewalks.

At a minimum, future vehicular access to the adjoining undeveloped lands should be planned and platted to provide ingress and egress to and from the neighborhood. The

Final Plat shall provide for the safe and efficient circulation of both vehicular and pedestrian traffic.

**XI. Submittals:** Proposals submitted by firms or individuals shall address the following elements in the form of text, imagery and work examples.

- A. Resume, background and qualification of the proposed developer, including a roster of successfully completed residential subdivisions.
- B. Site sketch depicting the proposed platting of the property.
- C. Proposed number of single-family lots and the typical lot size / dimensions.
- D. Proposed single-family lot prices.
- E. Photos, plats and/or diagrams depicting existing single-family development projects successfully completed by the respondent.
- F. Proposed construction timeline.
- G. Proposed purchase price.

The City of Saint Peter's review of the submittals shall focus on the respondent's ability to successfully undertake the development of a residential neighborhood which targets the construction and occupancy of single-family homes with total development costs of at least \$ 250,000.

In review of the proposals, the City shall give consideration to the physical layout of the residential development as well as the vehicular/pedestrian circulation planned within and between adjoining neighborhoods (and undeveloped lands). Preference shall be provided to submittals deemed to be supportive of the housing development proposed by the City of Saint Peter and the City's Comprehensive Plan.

Any proposed development must be in conformance with the terms and regulations of the Saint Peter Zoning Code, Subdivision Ordinance and the standards developed for the design and construction of roadways, sidewalks and necessary utility infrastructure.

City staff will review the submittals, conduct interviews (when appropriate), compile a comparative analysis of the submittals and present a recommendation to the City Council prior to entering into exclusive negotiations for the sale and development of the property. The City may hire such consultants and professionals as necessary to assist in the review of the proposals.

Additionally, the chosen developer will need to demonstrate the ability to successfully manage and coordinate the construction, site improvements, landscaping, marketing and sale of the single-family lots within the subdivision.

Once a preferred development is identified, additional financial disclosures will be required to demonstrate that the proposed developer has the financial ability to successfully complete the construction of the subdivision.

**XII. Waiver:** The City of Saint Peter reserves the right to reject any or all of the submittals, to waive any informality in the submittal procedure and to accept any submittal deemed by the City Council to be in the City's best interest as determined by the Council.

**XIII. Additional Information:** Any questions related to this Request for Proposals, or request for additional information may be directed to:

Russ Wille  
Community Development Director  
227 South Front Street  
Saint Peter, MN 56082  
507.934.0661  
[russw@saintpetermn.gov](mailto:russw@saintpetermn.gov)

**XIV. Submittal Deadline:** Respondents are to submit three (3) copies of their proposal for staff review and comment to the address above.

**EXHIBIT A  
FINAL PLAT  
TRAVERSE GREEN SUBDIVISION**

# TRAVERSE ACRES SUBDIVISION

**INSTRUMENT OF DESIGNATION**

KNOW ALL MEN BY THESE PRESENTS: That the City of Saint Peter, a municipal corporation under the laws of the State of Minnesota, owner of the following described property situated in the City of Saint Peter, Nicollet County, Minnesota:

**Parcel 1**  
All that part of the Southwest Quarter of the Southwest Quarter of Section 8, Township 110 North, Range 26 West, Nicollet County, Minnesota lying west of NICOLLET COUNTY RIGHT OF WAY PLAT NO. 18, according to the recorded plat thereof, and lying east of the West 27.88 acres of said Southwest Quarter of the Southwest Quarter of Section 8.

**Parcel 2**  
All that part of the Northeast Quarter of the Northeast Quarter of Section 17, Township 110 North, Range 26 West, Nicollet County, Minnesota lying west of NICOLLET COUNTY RIGHT OF WAY PLAT NO. 18, according to the recorded plat thereof, excepting therefrom the following described points:  
All that part of the Northeast Quarter of the Northeast Quarter (NE 1/4 NW 1/4) of Section 17, Township 110 North, Range 26 West, described as: Commencing at the Southeast corner of the Northeast Quarter of said Section 17; thence North 89 degrees 34 minutes 53 seconds West (bearing based on the south line said Northeast Quarter of the Northeast Quarter a distance of 168.25 feet to the point of beginning; thence containing North 89 degrees 34 minutes 53 seconds West on said South line, 231.00 feet; thence North 00 degrees 10 minutes 50 seconds East on said line 872.04 feet; thence South 89 degrees 34 minutes 53 seconds East, 231.00 feet; thence South 00 degrees 10 minutes 50 seconds West, 475.02 feet to the point of beginning.

**Parcel 3**  
All that part of the Northeast Quarter of the Northeast Quarter of Section 17, Township 110 North, Range 26 West, Nicollet County, Minnesota, lying East of the following described line, commencing at the Northwest corner of Section 17; thence North 89 degrees 30 minutes 18 seconds East (bearing based on Nicollet County Coordinates System, NAD83, 1988 adjustment) on the North line of said Northeast Quarter of the Northeast Quarter, a distance of 802.28 feet to the point of beginning of the line to be described; thence South 03 degrees 16 minutes 35 seconds West, a distance of 1317.55 feet to the South line of said Northeast Quarter of the Northeast Quarter and there terminating.

**Parcel 4**  
The West 27.88 acres of the Southwest Quarter of the Southwest Quarter of Section 8, Township 110 North, Range 26 West, Nicollet County, Minnesota.

EXCEPTING from the above described four Parcels, the following described tract:

All that part of the Southwest Quarter of the Southwest Quarter of Section 8, Township 110 North, Range 26 West and all that part of the Northeast Quarter of the Northeast Quarter of Section 17, Township 110 North, Range 26 West, Nicollet County, Minnesota, described as: Beginning at the Northeast corner of Parcel 2N3, NICOLLET COUNTY RIGHT OF WAY PLAT NO. 18, according to the recorded plat thereof; thence North 00 degrees 04 minutes 18 seconds West (bearing based on Nicollet County Coordinates System, NAD83, 2011 adjustment) on the east line of Parcel 2N3 of said NICOLLET COUNTY RIGHT OF WAY PLAT NO. 18, a distance of 88.41 feet; thence North 89 degrees 35 minutes 41 seconds West, a distance of 559.26 feet; thence South 00 degrees 04 minutes 18 seconds West, a distance of 202.55 feet; thence easterly a distance of 300.58 feet along a longitudinal curve to the left having a radius of 647.15 feet and a central angle of 18 degrees 10 minutes 25 seconds to a point of reverse curvature; thence continuing southerly a distance of 183.48 feet along said reverse curve to the right having a radius of 1304.01 feet and a central angle of 7 degrees 10 minutes 54 seconds; thence South 89 degrees 43 minutes 44 seconds West, not tangent to said curve, a distance of 120.26 feet; thence southerly a distance of 82.01 feet along non-tangent curve to the left having a radius of 1184.01 feet, a central angle of 2 degrees 54 minutes 14 seconds and a 652.00 foot chord which bears South 00 degrees 30 minutes 19 seconds East; thence North 82 degrees 43 minutes 44 seconds East, not tangent to said curve, a distance of 120.22 feet; thence South 31 degrees 47 minutes 21 seconds East, a distance of 345.80 feet; thence North 89 degrees 29 minutes 43 seconds East, a distance of 482.04 feet to the west line of said NICOLLET COUNTY RIGHT OF WAY PLAT NO. 18; thence southerly along the west line of Parcel 2N1 and Parcel 2N3 of said NICOLLET COUNTY RIGHT OF WAY PLAT NO. 18 to the point of beginning.

Has caused the same to be surveyed and plotted as TRAVERSE ACRES SUBDIVISION and does hereby donate and dedicate to the public for the public use forever the public right of ways and the easements as shown on this plat for drainage and utility purposes only.

In witness whereof said City of Saint Peter, a municipal corporation under the laws of the State of Minnesota, has caused these presents to be signed by its proper officers this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

Timothy Strand, Mayor  
Todd Proksa, Administrator

**NOTARY'S CERTIFICATE**  
State of Minnesota  
County of \_\_\_\_\_  
This instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 2016, by Timothy Strand, Mayor and Todd Proksa, Administrator, on behalf of the City of Saint Peter, a municipal corporation under the laws of the State of Minnesota.

Notary Public  
My Commission Expires: \_\_\_\_\_

**SURVEYOR'S CERTIFICATE**

I, Janice Fealdt, do hereby certify that this plat was prepared by me or under my direct supervision, that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all measurements, data and notes are correctly appended on this plat, that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat, and of public ways are shown and labeled on this plat.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

Janice Fealdt, Land Surveyor  
Minnesota License No. 28745

**NOTARY'S CERTIFICATE**

State of Minnesota  
County of Blue Earth  
This Surveyor's Certificate was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2016, by Janice Fealdt, Land Surveyor, Minnesota License No. 28745.

Notary Public  
My Commission Expires: 1-31-2020

**REVIEW**

The Planning Commission of the City of Saint Peter, Minnesota, this \_\_\_\_\_ day of \_\_\_\_\_, 2016, did duly review this plat of TRAVERSE ACRES SUBDIVISION and that, as per MS 303.03 Subd. 2, this plat has been submitted to the County Highway Engineer and the prescribed 30 day period has elapsed without receipt thereon of written comments and recommendations.

Chairman \_\_\_\_\_ Secretary \_\_\_\_\_

**APPROVALS**  
The City Council of Saint Peter, Minnesota, this \_\_\_\_\_ day of \_\_\_\_\_, 2016, did duly approve the plat of TRAVERSE ACRES SUBDIVISION.

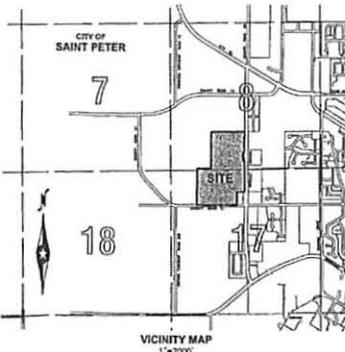
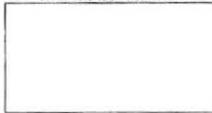
Timothy Strand, Mayor \_\_\_\_\_ Todd Proksa, Administrator \_\_\_\_\_

**TAXPAYER SERVICES DEPARTMENT**

COUNTY ASSESSOR/TREASURER  
I hereby certify that taxes payable and/or special assessments in the year 2016 on the lands described within are paid in full and there are no delinquent taxes and that transfer was entered this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

Nicollet County Auditor/Treasurer \_\_\_\_\_

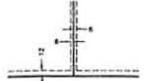
**COUNTY RECORDER, NICOLLET COUNTY**



**LEGEND**

○ UN-IDENTIFIED MONUMENT  
SQUARE BY 600 NO. 1678  
● MONUMENT FOUND

DRAINAGE & UTILITY EASEMENTS ARE SHOWN THERE



BEING 6.0 FEET IN WIDTH, ADJOINING SIDE LOT LINES, AND 12.0 FEET IN WIDTH, ADJOINING STREET LINES AND ROAD LOT LINES, AS SHOWN ON THIS PLAT, UNLESS OTHERWISE INDICATED.

**LOT AREAS**

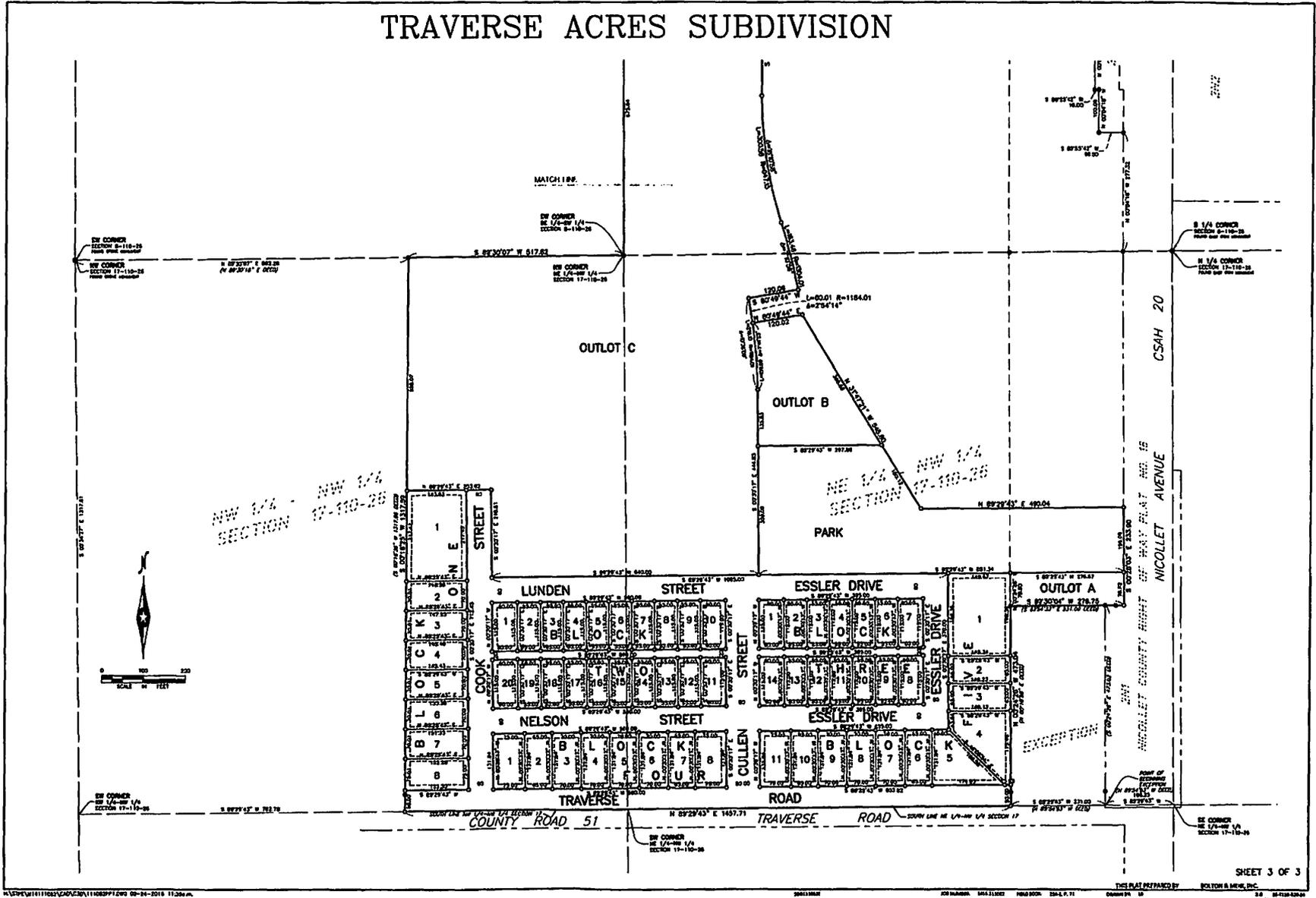
(IN SQUARE FEET)

PARK	BLOCK 2	BLOCK 3	BLOCK 4
188733	LOT 1 6820	LOT 1 6820	LOT 1 6808
	LOT 2 6325	LOT 2 6325	LOT 2 6570
	LOT 3 6325	LOT 3 6325	LOT 3 9229
RIGHT OF WAY	LOT 4 6325	LOT 4 6325	LOT 4 9229
406853	LOT 5 6325	LOT 5 6325	LOT 5 9229
	LOT 6 6325	LOT 6 6325	LOT 6 9229
OUTLOT A	LOT 7 6900	LOT 7 6900	LOT 7 6570
21908	LOT 8 6325	LOT 8 6900	LOT 8 9008
OUTLOT B (POKO)	LOT 9 6325	LOT 9 6325	
33089	LOT 10 8900	LOT 10 8325	BLOCK 5
	LOT 11 8900	LOT 11 8325	LOT 1 29357
OUTLOT C	LOT 12 6325	LOT 12 6325	LOT 2 9763
829223	LOT 13 6325	LOT 13 6325	LOT 3 9996
	LOT 14 6325	LOT 14 6900	LOT 4 87252
OUTLOT D	LOT 15 6325		LOT 5 14462
677357	LOT 16 6325		LOT 6 8370
	LOT 17 6325		LOT 7 9229
	LOT 18 6325		LOT 8 9229
BLOCK 1	LOT 19 6325		LOT 9 9229
LOT 1 31552	LOT 20 8900		LOT 10 8570
LOT 2 10294			LOT 11 9008
LOT 3 83360			
LOT 4 10427			
LOT 5 10494			
LOT 6 10560			
LOT 7 10627			
LOT 8 11459			

TOTAL AREA  
2733061 SQ. FT. (62.72 ACRES)

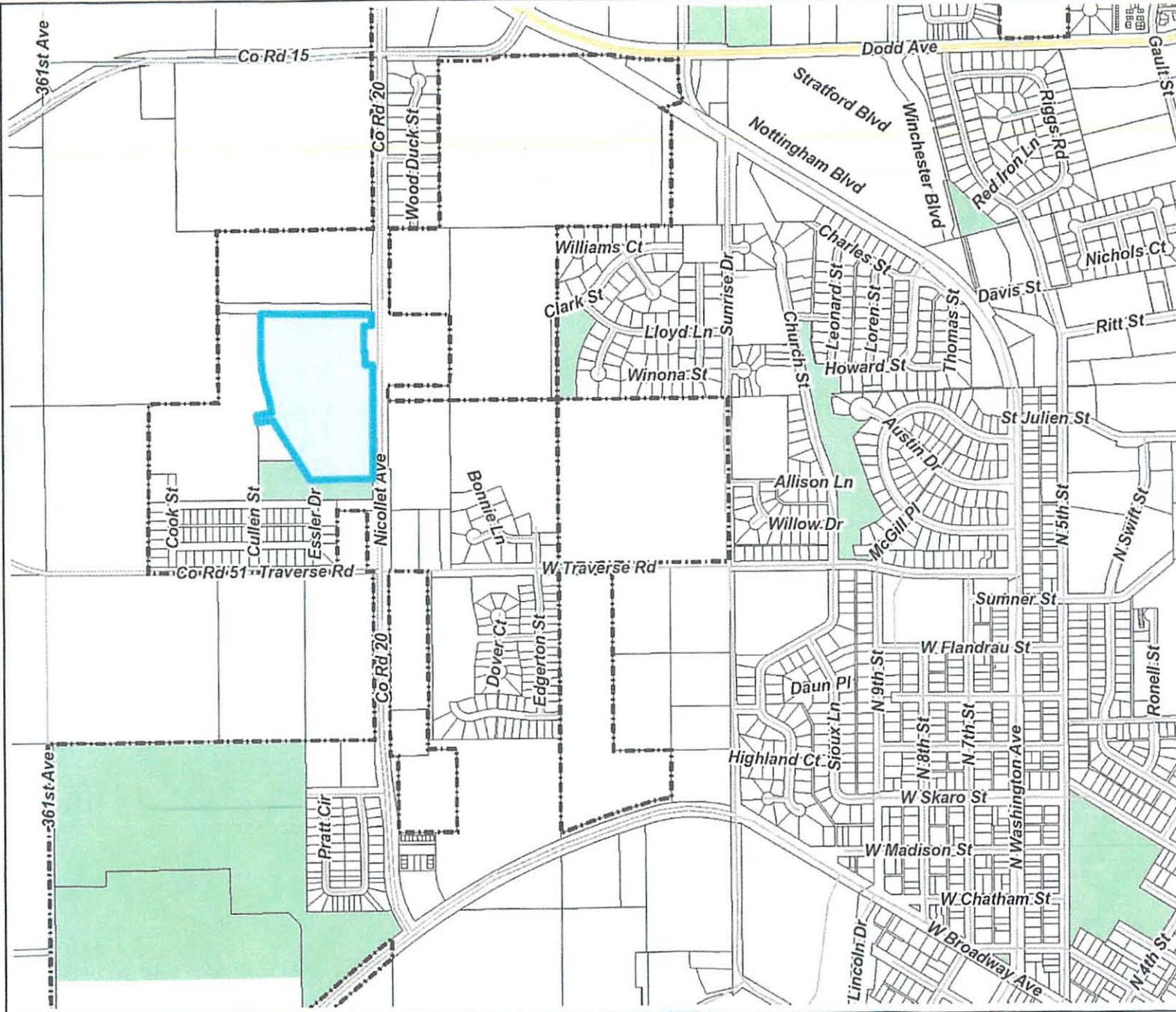


# TRAVERSE ACRES SUBDIVISION



**Legend**

- Street Names - Medium
-  County Boundary
-  City Limits
- Roads
  -  US Highway
  -  State Highway
  -  County Road
  -  Local Road
-  Railroad
-  Parcels (1-24-2019)
-  Parks
-  PWI Watercourse
-  PWI Basin
-  Lakes & Rivers



**ISD #508**  
**22+ Acres**



**Disclaimer:**

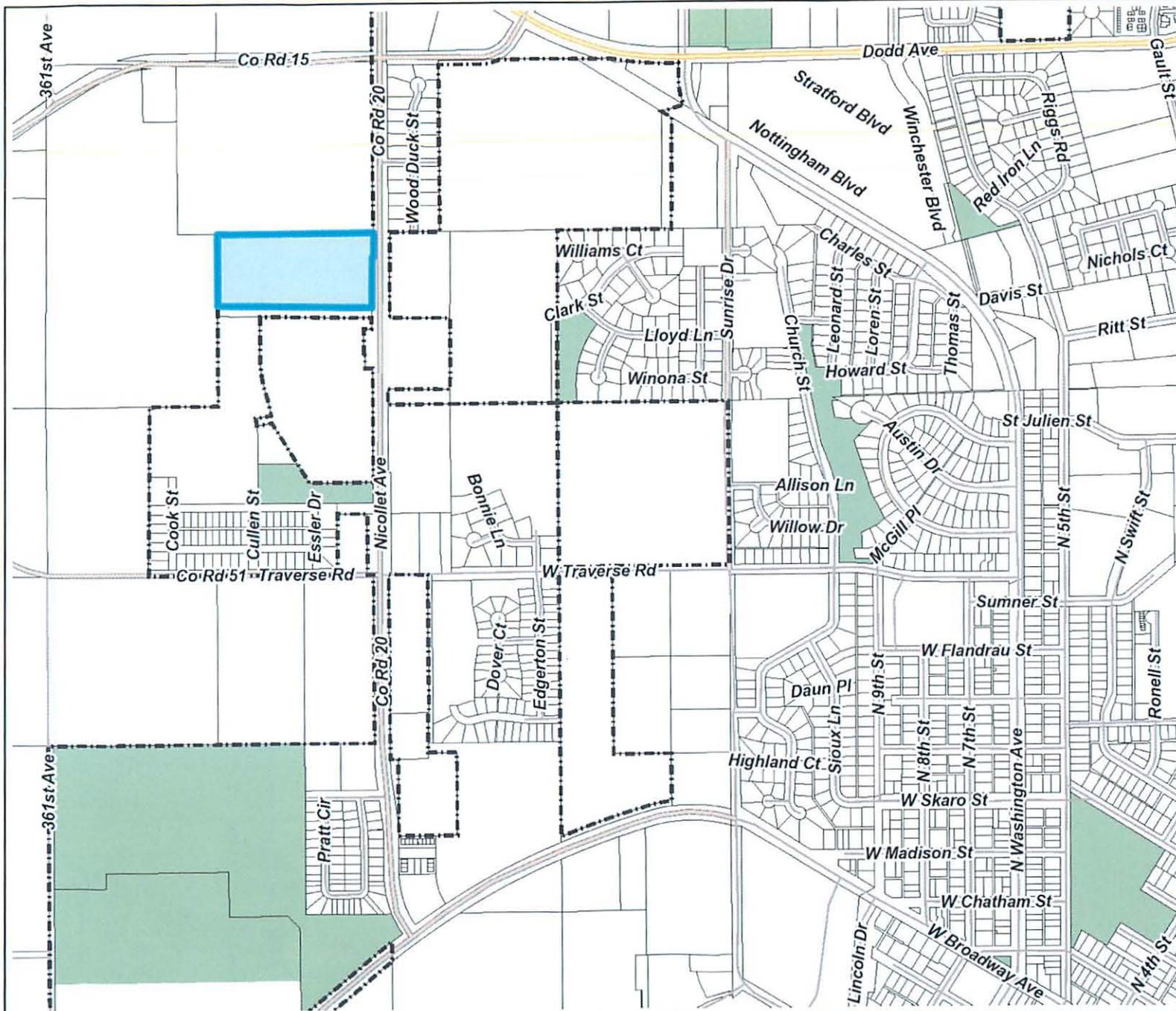
This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of Saint Peter is not responsible for any inaccuracies herein contained.

0 1,053 Feet



**Legend**

- Street Names - Medium
- County Boundary
- City Limits
- Roads
  - US Highway
  - State Highway
  - County Road
  - Local Road
- Railroad
- Parcels (1-24-2019)
- Parks
- PWI Watercourse
- PWI Basin
- Lakes & Rivers



**City of Saint Peter**  
 15.56 Acres



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0 1,053 Feet

