

EAST BETHEL PLANNING COMMISSION MEETING

July 24, 2012

The East Bethel Planning Commission met on July 24, 2012 at 7:04 P.M for their regular meeting at City Hall.

MEMBERS PRESENT: Brian Mundle, Jr. Lou Cornicelli Tanner Balfany Eldon Holmes
Glenn Terry Lorraine Bonin

MEMBERS ABSENT: Joe Pelawa

ALSO PRESENT: Stephanie Hanson, City Planner
Heidi Moegerle, City Council

Adopt Agenda Chairperson Mundle called the July 24, 2012 meeting to order at 7:04 P.M.

Mundle motioned to adopt the July 24, 2012 agenda. Terry seconded; all in favor, motion carries.

Approve May 8, 2012 Planning Commission Meeting Minutes Hanson reminded the Commission that there was a very short turn-around time with the meeting minutes. After the Planning Commission meeting, the City Council met the next day and needed the minutes prior to their meeting.

The Commission had a few changes.

Mundle: Page 7/24 - the chair advised the commission the first commission probably change to public.

Terry: Page 13 3rd paragraph, last sentence – He would like to strike, I didn't have all the information and change it to Terry abstained from the motion because there was unresolved conflicting information presented by both sides.

Mundle: Page 11/last paragraph, midway through - Mundle said the specialist recommended route I1. Change to Mundle said Route I1 was one route the specialist recommended.

Balfany: Page 13/24 second to last paragraph - The \$300,000 project, should be changed to the additional \$300,000 project costs.

Terry: Page 19/24 second to last paragraph, last sentence – He wanted to change the sentence so it made more sense. Strike the word issue of, and change it to the objection to the Typo Creek route is explained and incredibly justified.

Mundle: 21/24 - Hanson said he wanted to reminded the chair. Change to she wanted to remind the chair.

Cornicelli: Page 18/24 – Change to the onus isn't on the community to solve this problem.

Cornicelli: Page 9/24 second paragraph - Change to Route A with respect to homes affected.

Terry: Page 19/24, third paragraph - We should add to the second sentence, Terry said for that meeting there were a lot of people.

Mundle: Page 10/24, second paragraph 0 Mundle said they were not ok with the plan (after that should be) but may follow the lead of the City.

Capitalize Blanding turtle throughout the document.

Holmes would like the lines numbered throughout the document if at all possible.

Balfany made a motion to approve the May 8, 2012 minutes as submitted, with corrections noted. Holmes seconded; all in favor, motion carries.

Planned Unit Development and City Center Concept Plan Discussion

The purpose of a PUD is to allow flexibility and variation from conventional ordinance standards in exchange for higher standards of development design and creativity, architectural control, natural resource protection, landscaping, etc. The end product of a PUD is called the Master Plan.

A PUD is a lengthy process – typically comprised of numerous work sessions between the developer, city staff, Planning Commission, and City Council to negotiate the development's higher standards. In some instances, there may be tours involved of other PUD developments in the metro area.

At the April Planning Commission meeting, Councilmember Moegerle made mention of a concept called Form-based Land Development. This concept is similar to that of a PUD in that the end products to both are higher standards of development. PUDs allow flexibility and variation; done through negotiations between the city and developer, whereas form-based development is accomplished by form-based codes (these are regulatory, not advisory). Form-based codes guide the community design work to preserve the relationship between the streets, buildings, and public use. This is also typical of PUDs, however again, the end product of a PUD is typically *negotiated* and form-based is *regulated*.

At the Planning Commission meeting, staff will give a presentation of the PUD process with examples, and also discuss the City Council approved City Center Concept Plan (September 2005). The City Center Concept Plan is a detailed concept for the development of the NE square mile centered at the intersection of TH 65 and CSAH 22. The majority of the main features of the City Center Plan model the concept of form-based development – preservation of the relationship between streets, buildings, public use, and open space. Staff will go into greater detail at the meeting and provide examples from the City Center Master Plan.

Hanson explained what a PUD is:

- Purpose is to allow flexibility and variation from conventional standards
- Higher standards for development design – architectural standards, landscaping, signs, public areas, preservation, etc.

- Negotiated between city and developer
- City Center Area – Guidelines in place

Mundle asked if this was addressing more of the look of the buildings or if it is negotiating where the roads will go, or lot sizes. Hanson said it is everything. All of the information will be in the final book, like the ones in front of the Commission members.

Hanson wanted to touch on the City Center Plan. She said people always comment on the City Center Plan as a cartoon drawing. She brought forward a PUD plan from Forest Lake and the drawings, and it also looks like a cartoon drawing. People like to see color. She showed what the survey of the land looks like on the Forest Lake project, and the color rendition. The color rendition is what will sell the project. She pointed out what is in the PUD. There are pictures of the parkway, and color renditions. For example in the Headwaters project, not all the land will be available. As part of Headwaters, 200 acres would remain agricultural. Bonin said if the farmer wouldn't have sold the land, would the project have still gone forward. The developer kept negotiating with the farmer, and got the land. The book shows the single family, parks, trails, retail, Washington County has government offices there. It is a master plan. It isn't going to be built out in two years, and the developer knows that. It will be built according to the plan.

Form-Based Land Development

This is a planning tool that some communities use, but not so much in the mid-west.

- Guides community design work to preserve the relationship there is between the streets, building, and public use to equal pedestrian friendly.
- Creates a predictable outcome through city regulations
- Form-based code is not to be confused with design guidelines or general statements of policy, form-based codes are regulatory, not advisory.

A big component of our City Center is to have it be pedestrian friendly. This can be accomplished through a PUD. It is more of a design guideline at this point. So when the developers come in they know what they are up against.

Bonin doesn't understand what Form-Based is. Hanson said it would be putting all of these requirements in the City Code. It is very regulatory, rather than being flexible. Mundle said the PUD would negotiate the color. Bonin said this gives you a much more unified look. She said that is what we want right. Balfany said it is much more restrictive and makes our City look less attractive. He thinks we should be able to negotiate it. In his opinion it is a have versus a should.

Moegerle said Dave from Ady Voltedge said that the City of East Bethel could gain from Form Based. He thought that Form Based would be a better fit. We did pay them a significant amount of money, and they are experts. Bonin said that given our location, we need to develop a definite identity. She thinks that a Form Based will make an identity. PUD won't make us very special. Hanson said it will only make a mix based on what you allow to negotiate. Hanson said Form Based is not negotiable. Balfany said then you would be dealing with

variances. Hanson explained Ady Voldedge didn't know that the City has architectural standards and we use PUDs. This was due to not researching the City enough.

Terry said he doesn't understand from just changing the zoning code to say what you want it to say. Hanson said Form Base is used for development where you want pedestrian friendly and public spaces. Where it is going to be all residential housing. Form based is really particular about things being pedestrian friendly. Terry said zoning code would put it specifically for a district. Hanson said yes. Bonin said all it would be for that one City Center area. Hanson said you would do it for all the City Center. Balfany said right now it is set up for a PUD. Hanson said we do have architectural standards, landscaping, signage, etc. We have touched base on a lot of that. We just have a few components that we need to touch on.

Balfany said the Spring Brook Plaza PUD is very detailed that he was looking at. He said there are some should haves, and options provided. Hanson said they also have their signage, lighting, etc., is all in the PUD, but that all has to be approved separately.

Moegerle wondered if Form Based would be a quicker process. Hanson said it would be, but the other would be negotiated with City staff, Council and Planning Commission.

Bonin said developing the standards for Form Based would be time consuming for all the commissions and council. Hanson said yes, it will take a lot of time on both sides.

It is something that will be brought up. Moegerle wanted to know how MIDS are brought up with both. Hanson said the storm water management plan, we are working on the minimal impact design standards are being incorporated. We will be moving away from the big 100 year holding areas. People will have to be innovative on how they treat their water.

Hanson wanted to touch base on the City Center Plan.

City Center Master Plan September 2005

- Initiated by City Council and incorporated the Planning Commission into an adhoc project planning committee
- Several meetings were held with a planning and design consultant to generate ideas before a public open house and presentation was held to test the concepts.
- Plan was refined and another public hearing held before being formerly adopted by the City Council in September 2005.
- Same/similar process and end result as a PUD that is used by metro municipalities.

Hanson stated that the City Center Master Plan is a static document and can change.

City Center Plan Major Features

- Compact Main Street district with offices over shops
- Town square
- Parkway roads
- Traditional housing – front porches and rear garages
- Sidewalks and street trees
- Variety of housing
- Greenways with trails and open space
- High quality design and materials in both private and public improvements

City Center Master Plan

Similar concept to a PUD and Form-Based:

- Access and circulation
- Commercial development
- Public open spaces and plazas
- Housing – types
- Civic functions
- Office space

City Center Design Guidelines

- Height of buildings
- Setback to sidewalks
- Facades
- Street trees
- Signage
- Lighting

City Center Implementation Program

Includes but is not limited to the following:

- City Center Plan Adoption: City Center plan has been formally adopted by the City Council and incorporated into the adopted East Bethel Comprehensive Plan – DONE
- Incorporated City Center into the Zoning Ordinance – DONE
- Property Marketing – Is on-going. The EDA is hitting this very hard right now. We need everyone on board for this.
- Parking
- Street

Public Art

“Public art may consist of a wide variety of sculpture, signage, banners, murals, lighting, water, or patterns on streets, sidewalks or other infrastructure.

221st and Hwy 65, the consultant was asked to do some testing on where the City Center would be. On 221st and Hwy 65 we have a Planned Overlay District.

That was something that was decided when the zoning code was approved.

- Section 27. Landscaping Regulations: Planned Business Overlay District and City Center District.

- Section 28. Architectural Standard

Other Ordinances/Policies

- Chapter 54. Signs: Planned Business District and City Center District

Holmes wanted to know if we are going to form another committee or group to work on this. Hanson said we may. This is just more information and to tell you what is out there. Terry wanted to know if she studied history of Planning when she was in school. Hanson said yes. Terry wanted to know when there were pretty buildings were there lots of codes. Hanson said no, they just did it. Holmes said he thinks it has to do with financial. Hanson said it was a prestige thing back then. Bonin said some standards would be appropriate for an area. Some things would be more unique for this area. We need to look for things that would make this place where things will stand out a bit. Hanson said maybe we need to take a field trip and see what architectural design standards are. Hanson said what was interesting with the Headwaters project is the developer brought them on a number of bus tours to look at different standards.

Staff Report

Community Garden Concept

Staff was contacted by Mr. Mike Rivard of Central Wood Products, located at 19801 Highway 65 NE, regarding the possibility of creating a community garden at the site of River Country Co-op (Marathon Gas Station). City Council supported the concept and it is now a reality. The garden is maintained by volunteers and all of the produce will be donated to the North Anoka County Emergency Food Shelf and Closet (NACE) to store and distribute. NACE has committed volunteers ready to help with the project. It is estimated that the garden will provide over 1,000 pounds of fresh, organic produce for distribution.

The raised beds take up an area approximately 20 feet by 40 feet. All materials have been donated. Plants were donated by local garden centers, the soil donated by Plaistads in Elk River, and composted manure donated by the U of MN – MN Mulch and Soil.

They also planted fruit trees out there too, in hopes that they will also have some fruits to give out. It is a great project. Everything was donated.

Mundle asked if that was the only community garden in the City. He wondered if there could be more. Hanson said yes there could be more. Mundle wondered if there should be set guidelines for how they should be done in the future. It is something we could look at.

Cornicelli wanted to know what the motivation was. Hanson said because NACE was losing their source of vegetables. So he volunteered to put it together.

Minimal Impact Design Standards (MIDS)

On May 30, 2012, staff met with the MIDS consultants to discuss the work plan and meeting agenda.

The consultants are in the process of reviewing the following city ordinances, policies and plans:

- Zoning Code (including planned unit developments, shore land and floodplain),
- Subdivision Code (including wetlands),
- East Bethel Stormwater Plan,
- Watershed district plans, and
- East Bethel Comprehensive Plan.

The timeline is as follows:

First part of August: Once the document review is completed, the consultants will meet with staff to discuss the findings.

Mid-August: Consultants will meet with Planning Commission and City Council (joint meeting) for 90 minutes to give an overview of the program, outcome of the ordinance review, and will be seeking direction to move forward.

An additional two 90-minute work sessions will be scheduled with Planning Commission and City Council for the month of August.

The goal of the consultants is to complete their portion of the MIDS project no later than the first part of December. Staff will then begin the process to incorporate MIDS into city codes and policies.

This is on a fast track. They really want it done by the end of October, and they wanted the leeway until the beginning of December. We will be really busy during the winter on this.

They will give us the recommendation; this will be City Council and Planning Commission adopting these.

Council Report

The City Council has started the budget process. We have reviewed each of the Departments. There was a question asked if we don't have any hook ups to the sewer and water in 2013. What projection is the shortfall? We would owe \$3,000,000. It is a very serious situation by which we are faced. Moegerle went on to explain we hope we will get Aggressive Hydraulics, and also the other property on the corner of Hwy 65/22 developed.

She had an idea to get Met Council to allow us as a City to process to septic tank affluent at our system. We have done a little bit of research looking at the City of Montgomery in LeSuer county. We are less rural and smaller lots. We would be able to make possibly \$500,000 by processing septic tank affluent in our system. We are in contact with the Met Council on this.

She also found out that Forest Lake was getting septage from western Wisconsin. She said this process would require the City to get a dilution tank, needing a dilution of 20 to 1. There is a Met Council meeting tomorrow and she is going to talk to them about it.

The website committee has had two companies make presentations and they are moving forward.

The EDA has been busy. We have prepared a business recruitment survey and received 89 responses. A water park is what people are seeking.

Booster Day was Booster Day.

Tomorrow there is an Anoka County EDA meeting, a Met Council meeting and an EDA meeting.

Adjourn

Mundle made a motion to adjourn the meeting at 8:15 PM. Holmes seconded; all in favor, motion carries.

Submitted by:

Jill Teetzel
Recording Secretary