



Approved: March 28, 2016

**CITY OF ARDEN HILLS, MINNESOTA
REGULAR CITY COUNCIL MEETING
FEBRUARY 29, 2016
7:00 P.M. - ARDEN HILLS CITY COUNCIL CHAMBERS**

CALL TO ORDER/ROLL CALL

Pursuant to due call and notice thereof, Mayor David Grant called to order the regular City Council meeting at 7:00 p.m.

Present: Mayor David Grant, Councilmembers Brenda Holden, Fran Holmes, Dave McClung and Jonathan Wicklund

Absent: None

Also present: Interim City Administrator Sue Iverson; Community Development Director Jill Hutmacher; Acting Public Works Director John Anderson; City Planner Ryan Streff; Senior Planner Matthew Bachler; and City Clerk Amy Dietl

PLEDGE OF ALLEGIANCE

1. APPROVAL OF AGENDA

Mayor Grant requested the Personnel Policy be moved to the Consent Calendar.

Mayor Grant suggested the County Road E Bridge Pedestrian Lighting item on the Consent Calendar be removed and placed on a future worksession agenda for further discussion. The Council supported this item being discussed at the March 14, 2016, work session.

Mayor Grant recommended the 2016 Rain Water Garden Planting also be further explored by the City Council as well. The Council supported this item being discussed at the March 14, 2016, work session.

Councilmember Holden requested the Shoreline Lane Development Agreement Determination Letter be moved to the Consent Calendar.

Councilmember Holden requested to add Item 9C under New Business to allow for a discussion regarding Permit Inspections.

MOTION: Councilmember McClung moved and Councilmember Holmes seconded a motion to approve the meeting agenda as amended. The motion carried unanimously (5-0).

2. PUBLIC INQUIRIES/INFORMATIONAL

None.

3. PUBLIC PRESENTATIONS

- A. Mayoral Proclamation in Recognition of Dave Winkel, Public Works Maintenance Worker

Mayor Grant read a proclamation in full for the record recognizing Dave Winkel for his 38 years of dedicated service to the City of Arden Hills as a Public Works Maintenance Worker. He wished Mr. Winkel well in his retirement. A round of applause was offered by all in attendance.

4. STAFF COMMENTS

- A. Rice Creek Commons (TCAAP) and Joint Development Authority (JDA) Update

Community Development Director Hutmacher stated the pre-solicitation conference was held at Landmark Center in Saint Paul on Thursday, February 18, 2016. Over 30 people attended including developers and consultants. Although few questions were received during the meeting, approximately 12 questions were submitted by the deadline of 4:00 pm on Friday, February 19. Responses to all questions will be sent to all plan-holders and posted on the County's Onvia Demandstar site on Friday, February 26.

Community Development Director Hutmacher reported the majority of the 55 plan holders are from the planning, engineering and construction sectors, but 15 can be characterized as developers or from the real estate field. The County is marketing the solicitation through professional organizations including ULI (Urban Land Institute-Minnesota), NAIOP-MN (Commercial Real Estate Development Association) and MNCAR (Minnesota Commercial Association of Real Estate/Realtors).

Councilmember Holden questioned when the Master Developer Solicitation Review Committee would be meeting.

Community Development Director Hutmacher indicated this group had its first scheduled meeting at the end of February.

- B. Transportation Update

Acting Public Works Director Anderson discussed the County's Lexington Avenue at County Road F project which began in 2015. He described the work that would be completed in 2016 and anticipated the roadway would be down to one lane at times.

Acting Public Works Director Anderson reported the County was also working on the creek re-meandering project this year. The creek re-meandering would allow for the interchange work to be completed at County Road H. He provided further comment on the proposed roundabout at County Road H.

Acting Public Works Director Anderson explained MnDOT bid the County Road E2 Bridge project and anticipates construction would begin in several months. He stated the City of New Brighton would be opening bids on their project on Friday, March 4, 2016.

Acting Public Works Director Anderson commented on the MnDOT's I-694 third lane improvements project, noting this would be an extensive two-year project. He indicated the additional lane would serve as a MnPASS lane from Rice Street to Lexington Avenue. He encouraged residents that traveled I-694 daily to view the MnDOT website for updates throughout the summer.

Acting Public Works Director Anderson reported MnDOT would be completing an overlay of I-35W from Trunk Highway 36 to I-694.

Councilmember Holmes asked if staff knew how long the intersection of County Road H and Highway 10 would be closed.

Acting Public Works Director Anderson stated the bridge would be removed which meant the intersection could not be accessed until the bridge was replaced. However, he anticipated the intersection of County Road 10 and County Road H would remain open throughout construction.

Mayor Grant questioned what work New Brighton was proposing to complete on the other side of the County Road E2 bridge.

Acting Public Works Director Anderson reported New Brighton would be reconstructing 5th Street while also addressing the grade changes from the new bridge.

Mayor Grant inquired if both roundabouts would be completed with the County Road H project.

Acting Public Works Director Anderson commented both roundabouts would be completed with this this project.

5. APPROVAL OF MINUTES

- A. January 11, 2016, Special City Council Work Session
- B. February 8, 2016, Regular City Council

Councilmember Holden stated she had a change to the February 8, 2016, minutes on Page 7. The reference to the Goodwill break room should be changed to the Goodwill donation bay.

MOTION: **Councilmember Holden moved and Councilmember McClung seconded a motion to approve the January 11, 2016, Special City Council Work Session**

meeting minutes; and February 8, 2016, Regular City Council meeting minutes as amended. The motion carried unanimously (5-0).

6. CONSENT CALENDAR

- A. Motion to Approve Consent Agenda Item - Claims and Payroll
- B. Motion to Approve Planning Case 16-004 – Boston Scientific – Site Plan Review and Deadline Extension Request – 4100 Hamline Avenue North
- C. Motion to Approve Resolution 2016-008 Regarding the Support of a Job Creation Fund Application in Connection with Land O' Lakes, Inc.
- D. Motion to Approve Authorization to Accept Resignation and Authorize Advertisement of Public Works Maintenance Worker Position
- E. ~~County Road E Bridge Pedestrian Lighting~~
- F. ~~2016 Rain Water Garden Planting, Engineering Services~~
- G. Motion to Approve Personnel Policy
- H. Motion to Approve Planning Case 15-026 – Development Agreement Determination Letter – 3177 Shoreline Lane

MOTION: Councilmember Holden moved and Councilmember McClung seconded a motion to approve the Consent Calendar as amended and to authorize execution of all necessary documents contained therein. The motion carried unanimously (5-0).

7. PULLED CONSENT ITEMS

None.

8. PUBLIC HEARINGS

None.

9. NEW BUSINESS

A. Personnel Policy

This item was approved on the Consent Calendar.

B. Planning Case 15-020 – Zoning Code Amendment – Retail and Thrift Business

City Planner Streff stated the *Retail Sales and Service* land use category in the Zoning Code is broadly defined and includes businesses that sell both new and used merchandise. Over the last several months, staff has completed research on the operational characteristics of thrift stores that distinguish these businesses from retail stores that sell primarily new goods.

City Planner Streff indicated that thrift stores operate differently than other retail businesses in that they receive used materials from the general public at their place of business and process

items for resale. Larger thrift stores often have unique operational characteristics related to managing the collection, processing, and disposal of donated items. These characteristics may include a dedicated donation drop-off area on the exterior of the building, use of container or semi-trailers for exterior storage, and larger waste and recycling collection areas for disposal of non-saleable items.

City Planner Streff reported that staff presented options for amending the Zoning Code to address thrift store businesses at the City Council Work Sessions on October 19, 2015, and December 21, 2015. The City Council directed staff to proceed with a Zoning Code Amendment that would create a new land use category for *Thrift Store* and establish specific Conditional Use Permit criteria for thrift store businesses. Additionally, the City Council agreed that the thrift store land use should only be allowed in the B-4 Zoning District and be classified as a conditional use.

City Planner Streff reviewed the proposed Ordinance amendments in detail with the City Council. He explained at the Planning Commission meeting on February 3, 2016, the Commission discussed the Code amendments for retail and thrift store establishments at length. The discussion largely focused on the limited Zoning Districts in which thrift stores would be either permitted or conditional and the need for additional standards for these establishments. The majority of the Commission agreed that the proposed Code amendments were reasonable in order to clarify the different uses, update the Land Use Chart, and to include the Conditional Use Permit criteria for thrift stores. The Commission recommended approval (3-2, Holewa and Bartel) of the proposed amendment but decided to also include the B-2, B-3, and I-Flex Districts as districts where thrift stores should be classified as conditional.

City Planner Streff stated that the Planning Commission reviewed Planning Case 15-020 at their regular meeting on February 3, 2016. The Planning Commission offers the following findings of fact for consideration:

General Findings:

- 1) The proposed amendments advance the City's land use goals by further clarifying the difference between the sale of new and used goods in order to achieve the highest possible development standards.
- 2) The proposed amendments advance the City's land use goals by creating development standards that visually enhance development and promote compatibility with nearby properties and neighborhood character.
- 3) The proposed amendments advance the City's land use goals by adopting specific Conditional Use Permit (CUP) criteria for Thrift Stores to ensure that that the vision of the City is met.
- 4) The proposed amendments advance the City's implementation strategies identified in the Land Use Chapter of the Comprehensive Plan to ensure the construction of high quality, sustainable, and aesthetically enhanced developments.
- 5) The proposed amendment advances the City's implementation strategies identified in the Economic Development Chapter of the Comprehensive Plan by identifying and promoting the market strengths of Arden Hills.

City Planner Streff indicated that the findings of fact for the Zoning Code Amendment support approval. The Planning Commission reviewed Planning Case 15-020 and recommended approval

(3-2, Holewa and Bartel opposed) for an amendment to Section 1305.04, Section 1320.05, and Section 1325.046 of the Zoning Code Ordinance, as presented in the February 29, 2016, Report to the City Council.

Mayor Grant understood there were some dissenting opinions from the Planning Commission. He asked how the thrift store use would be impacted if the B-2 Zoning District were removed.

City Planner Streff commented that the thrift store use would only be allowed as a conditional use in I-Flex, B-3, and B-4 Zoning Districts if the B-2 District was removed. He explained thrift store uses would be grandfathered in the B-2 Zoning District.

Councilmember Wicklund requested information on why the Council wanted to specifically allow thrift store uses in the B-4 zoning district.

City Planner Streff explained this was Council's initial direction to staff.

Councilmember Holden stated the Council was not interested in having additional thrift stores in the B-2 Zoning District.

Councilmember McClung added that after discussing the City's business zoning districts, it was determined the B-2 and B-3 Zoning Districts were not desirable given their prominent location along Lexington Avenue and County Road E. For this reason, the option was left for thrift stores to be located in the B-4 Zoning District.

Mayor Grant requested the Council consider which zoning districts were the most desirable for thrift stores going forward.

Councilmember Holden supported thrift store uses only being located in the B-4 Zoning District.

Councilmember Holmes questioned where the I-Flex Zoning District was located.

City Planner Streff reviewed the location of the I-Flex Zoning District with the Council.

Councilmember Holmes was in favor of thrift stores being located in the I-Flex and B-4 Zoning Districts, along with the Neighborhood Business Zoning District.

City Planner Streff discussed the location of the Neighborhood Business Zoning Districts in the City of Arden Hills.

Councilmember McClung did not support thrift stores being located within the Neighborhood Business Zoning District. He feared this would be a concern to the adjacent residential property owners.

Mayor Grant wanted to see thrift stores located only within the B-4 and I-Flex Zoning Districts.

Councilmember Wicklund agreed that thrift store uses would fit best in the B-4 and I-Flex Zoning Districts.

Councilmember Holden did not want to see thrift stores in the Neighborhood Business Zoning District.

MOTION: Councilmember Holden moved and Councilmember Holmes seconded a motion to adopt Ordinance No. 2016-003 in Planning Case 15-020 for an amendment to Chapter 13, Section 1305.04, 1320.05, and 1325.046, of the Arden Hills City Code, based on the findings of fact, as presented in the February 29, 2016, Report to the City Council.

AMENDMENT: Councilmember Holden moved and Councilmember Holmes seconded a motion to amend the Ordinance to only allow thrift stores as a conditional use in the B-4 and I-Flex Zoning Districts. The amendment carried (5-0).

AMENDMENT: Councilmember Holmes moved and Councilmember McClung seconded to amend the language on Attachment E suggesting the second bullet read: a business for which the stock of goods is primarily used and may include the following operational characteristics. The amendment carried (5-0).

The amended motion carried (5-0).

MOTION: Councilmember Holden moved and Councilmember McClung seconded a motion to approve publishing a Summary of Ordinance No. 2016-003. The motion carried (5-0).

C. Permit Inspections

Councilmember Holden explained the City had 660 open construction permits at this time. She reported there were 280 outstanding building permits, 55 electrical and a number of plumbing. She wanted to see staff address this issue prior to the building season getting underway in 2016. She supported the City hiring a part-time inspector for six months to assist the City in closing this gap and to prepare for the development of TCAAP.

Mayor Grant believed the City's building inspectors needed to speak further with the Council before moving forward on this item.

Councilmember Holden indicated she was hoping the Council could provide staff with direction and allow staff to seek part-time inspector candidates.

Councilmember Wicklund stated he would also like to see a proposal brought forth from staff that would address the concern before approving the hire of another inspector.

Mayor Grant supported the Council moving forward in this manner as well. He wanted to learn more about why the City had so many outstanding permits and believed it would benefit the Council to have a sit down discussion with its current inspectors.

Councilmember McClung questioned how many inspections the City typically had on a yearly basis. He supported the Council having additional information on this matter before moving forward. He recommended the Council discuss this topic further at an upcoming worksession.

Councilmember Holden recalled 10 years ago, the Council hired a part-time inspector to assist the City in getting caught up with its outstanding permits. She believed this action would again benefit the City prior to TCAAP being developed.

Mayor Grant commented the consensus of the Council was to further explore the outstanding permit situation at a future worksession meeting.

10. UNFINISHED BUSINESS

A. Planning Case 15-026 – Development Agreement Determination Letter – 3177 Shoreline Lane

This item was approved on the Consent Calendar.

11. COUNCIL COMMENTS

Mayor Grant announced with regret that Planning Commissioner Andy Holewa recently passed away. He discussed the numerous ways Andy Holewa had been involved in the community and sent his condolences to the Holewa family.

Mayor Grant reported Sherri Eisenbraun passed the permit technician exam and could now act as a certified permit technician for the City of Arden Hills.

Mayor Grant reviewed the 911 Dispatch call log with the Council and commented on the changes the dispatch center would be making when addressing mental illness cases and would now be receiving assistance from the Ramsey County Public Health Department.

Councilmember Wicklund stated he attended the Ramsey County League of Local Government meeting on February 25, 2016. He provided a summary of events this organization would be hosting in the coming weeks.

Councilmember McClung noted he also attended the Ramsey County League of Local Governments meeting on February 25, 2016. He reported 2016 would be Senator Scalze's last legislative session.

Councilmember McClung encouraged the public to participate in the Friends of the Ramsey County Parks tree sale this spring. He stated information regarding the tree sale was available on the City's website.

Councilmember Holmes explained she sent an email to Acting City Administrator Iverson regarding the Beyond the Yellow Ribbon campaign. She believed she had found two volunteers for this program and asked if the Council wanted to take any formal action.

The Council recommended this item be addressed by the City Council as a future consent item.

Councilmember Holmes discussed the Alliance for Sustainability Seminar stating it would be held on Monday, March 28, 2016. She noted this was a free seminar for staff from 1:00 p.m. to 4:00 p.m. noting another session would be held in the evening hours. She indicated she would be forwarding the details regarding this seminar to staff.

Councilmember Holmes supported the City Council discussing potential City Administrator candidates at the next worksession meeting.

Councilmember Holden stated she too attended the Ramsey County League of Local Governments meeting on February 25th and noted the City's Metropolitan Council Member, Marie McCarthy, was in attendance. She explained she spoke with Metropolitan Council Member McCarthy for quite a long time and requested her presence at a future meeting to discuss TCAAP.

Councilmember Holden suggested the City investigate the potential of putting some sort of emblem or logo on the City's sound walls.

Councilmember Holden commented on Wednesday, February 17, 2016, there was a meeting in Shoreview regarding TCAAP. She asked if staff was aware of this meeting. She supported the City holding a Public Meeting or Open House to explain where the TCAAP planning process was at this time.

Councilmember Holden wanted the name Rice Creek Commons to only be used for marketing purposes. She feared that the numerous references to Rice Creek in Shoreview would lead people to believe the new development was in Shoreview and not Arden Hills. She stated one way to eliminate the confusion would be to refer to the site as Rice Creek Commons of Arden Hills.

Councilmember Wicklund recommended this concern be addressed with the JDA.

Councilmember Holden reviewed the minutes of the Wednesday, February 3, 2016, Planning Commission meeting. She provided clarification on several of the comments that were made at the meeting.

Councilmember Holden discussed the recent housing meeting she attended and encouraged the Council to consider what type of rental housing policies should be put in place prior to the development of TCAAP. She asked that staff provide the Council with a map of the homes within the City that were considered affordable housing.

Councilmember Holden requested staff provide her with a list of grants that Ramsey County had received for TCAAP.

Mayor Grant asked if the City would be applying for bridge bonding. He supported the City applying again this year.

ADJOURN

MOTION: Mayor Grant moved and Councilmember Holden seconded a motion to adjourn. The motion carried unanimously (5-0).

Mayor Grant adjourned the regular City Council meeting at 8:17 p.m.



Amy Dietl
City Clerk



David Grant
Mayor