



**CITY OF ARDEN HILLS, MINNESOTA
ECONOMIC DEVELOPMENT COMMISSION
MARCH 7, 2018 8:00 AM
CITY HALL -- 1245 WEST HIGHWAY 96**

1. CALL MEETING TO ORDER

Chair Dan Erickson called the meeting to order at 8:02 a.m.

ROLL CALL

Present: Chair Dan Erickson, Commissioners Liz Johnson, Evan Cordes, and Brendan O'Meara

Also Present: City Planner Matthew Bachler, Deputy Clerk Jolene Trauba and WSB & Associates Senior Planner Eric Zweber

2. APPROVAL OF AGENDA

It was the consensus of the Commission to accept the agenda as presented.

3. APPROVAL OF MINUTES

It was the consensus of the Commission to accept the February 7, 2018 meeting minutes as presented.

4. UNFINISHED AND NEW BUSINESS

A. 2040 Draft Comprehensive Plan

WSB & Associates Senior Planner Eric Zweber provided three maps: Map 6.1 – 2030 Future Land Use, which is the existing Land Use Map currently being used, Map 6.3 – 2040 Proposed Land Use Map, and Map 6.4 – Areas of Interest Map.

Mr. Zweber noted there are three chapters that are the most relevant to the EDC: Chapter 5 – TCAAP, Chapter 6 – Land Use, and Chapter 8 – Economic Development. In the fourth quarter of 2016, the City updated the TCAAP Redevelopment Code including a Comprehensive Plan Amendment. The Commercial, Industrial and Higher Education Study was done in 2017 and a number of those recommendations have been included into Chapter 8 of the Comp Plan. He noted the EDC should look at the Comp Plan as a 10-year work plan.

Mr. Zweber reviewed other changes to the plan. He also noted there is a large vacant property in the Gateway Business District that has potential.

City Planner Bachler said Roberts Management owns the property in the Gateway Business District. He said there are two other properties adjacent to the site not owned by Roberts Management where a telecommunications tower is located.

Mr. Zweber mentioned that the B-4 Zoning District is currently identified as Retail Center but the Council expressed that office and other commercial uses may be better in the area than the industrial use shown on the draft Land Use Map. The Council directed staff to change the designation of the properties on Dunlap Street to Mixed Business.

Chair Dan Erickson inquired about developing a database to assist businesses in identifying appropriate and available locations within the city, and asked about mechanisms and processes to keep a database up to date.

Mr. Zweber said usually a strong Chamber of Commerce would assist with the database.

Discussion ensued concerning what the City currently has on the website, and what could happen in the future and how to ensure the information is accurate.

B. New Business Visits

City Planner Bachler distributed a draft pamphlet to hand out to new businesses during visits and asked for feedback.

Discussion ensued and several suggestions made for changes to the pamphlet.

City Planner Bachler stated a revised version should be available in next week and he will send an email once the changes are complete. He will let EDC members know when they are available to pick up at City Hall.

C. Business Retention and Expansion Program

City Planner Bachler noted that the EDC will be completing BRE visits in the Red Fox/Grey Fox area for 2018. He discussed the list of businesses and the EDC member responsible for the visit, as well as the business survey and sample interview questions.

City Planner Bachler stated that he would send out an updated version of the BRE visit list to the group as well as an electronic copy of the survey and sample interview questions.

5. UPDATES

A. Commission Members

None

B. Council Liaison

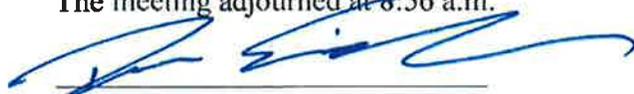
Not present

C. Staff Comments

City Planner Bachler mentioned the State of the City planning will begin at the April or May meeting, and the Communications Coordinator will be working with the EDC in the process.

ADJOURNMENT

The meeting adjourned at 8:56 a.m.



Dan Erickson, Chair



Jolene Trauba, Deputy Clerk