Council Work Session - 6:15 p.m.
HRA Meeting - Immediately Following Regular Meeting

CITY COUNCIL AGENDA

Tuesday, May 7, 2013
7:00 p.m.
Coon Rapids City Center
Council Chambers

Open Mic/Public Comment

Call to Order

Pledge of Allegiance

Roll Call

Adopt Agenda

Proclamations/Presentations

1. Poppy Days Proclamation

2. Proclamation for Volunteer Recognition Week

Approval of Minutes of Previous Meeting
City Council Meeting - April 16, 2013
Board of Appeal and Equalization - April 30, 2013

Consent Agenda

3. Cons. Resolution 13-62 Concerning the Commencement of Formal Renewal Proceedings Under the Federal Cable Communications Policy Act

4. Approve Continued Participation through Program Year 2016 in Community Development Block Grant Program and HOME Investment Partnerships Program

5. Cons. Resolution 13-51 Appointing One Member to the Arts Commission

6. Cons. Resolution 13-63 Declaring a Vacancy and Appointing One Member to the Civil Service Commission

7. Authorize Summer Engineering/Public Works Intern Position

Reports on Previous Open Mic

Public Hearing

8. Public Hearing for Storm Water Pollution Prevention Program

Bid Openings and Contract Awards

9. Street Reconstruction, West of Crooked Lake Boulevard/North of 113th Avenue and Oakwood Drive Between 9th Avenue and Eldorado Street, Project 13-1:
   a. Cons. Resolution Awarding Contract
   b. Cons. Resolution Adopting the Assessment

10. Street Recontruction, East of Crooked Lake Boulevard and North of Coon Rapids Boulevard, Project 13-8:
   a. Cons. Resolution Accepting Bid and Awarding Contract
   b. Cons. Resolution Adopting the Assessment

11. Cons. Award of Contract for Flooring at the Bunker Hills Golf Course Learning Center Building, Project 12-23

Old Business

12. Cons. Adoption of Ordinance Repealing Title 11, Land Development Regulations and Repealing Chapter 13-1200, Commercial Use Antennas and Antenna Towers and Adding New Title 11, Land Development Regulations, PC 09-20

New Business

13. Cons. Appeal of Site Plan Approval Dayton Freight, PC 12-29

14. Cons. Resolution Approving a Lot Split, Super 1 Properties, LLC, 10024 Cottonwood Street, PC 13-3

15. Approve Site Plan for Skyway at Mercy Hospital, Frauenshuh Healthcare, PC 13-4

16. Street Reconstruction, Blackfoot Street, Project 13-4:
   a. Cons. Resolution Accepting Feasibility Report and Ordering Public Hearing
   b. Cons. Resolution Declaring Cost To Be Assessed and Ordering Preparation of Proposed Assessment Roll
   c. Cons. Resolution Setting the Assessment Hearing

17. Approve Joint Powers Agreement for Construction of a Dog Park at Bunker Hills Regional Park

18. Port Campus Square, PC 13-7:
   a. Approve Preliminary and Final Port Master Plans for Port Campus Square
   b. Cons. Resolution 13-55 Amending Chapter 2 of the Comprehensive Plan

19. Proposed Parks and Trail Referendum:
   a. Authorize Referendum for Parks, Open Space and Trail System Improvements and Set Referendum Date for November 5, 2013
   b. Appropriate Funds from Park Improvement Fund for Concept Drawings for Proposed Park Improvements and Informational and Publication Support

20. Parking Restrictions on Round Lake Boulevard and Coon Rapids Boulevard:
   a. Cons. Introduction of an Ordinance Restricting Parking on Coon Rapids Boulevard and adopt Resolution 13-61 Relating to Parking Restrictions on Coon Rapids Boulevard

   b. Cons. Introduction of an Ordinance Restricting Parking on Round Lake Boulevard and adopt Resolution 13-60 Relating to Parking Restrictions on Round Lake Boulevard

Other Business

Adjourn

City Council Regular
Meeting Date: 05/07/2013
SUBJECT: Minutes

Attachments

Council Meeting - April 16, 2013
Board of Appeal and Equalization - April 30, 2013

UNAPPROVED

COON RAPIDS CITY COUNCIL MEETING MINUTES OF APRIL 16, 2013

OPEN MIC/PUBLIC COMMENT

Ann Leroy, 12600 Larch Street NW, shared concerns about a recent footrace conducted by the Blaine High School track team and the activity that occurred with it. She shared that the event resulted in loud music, crowds of people, blocked driveways, trash, and that the organizers refused to pause race to allow residents to enter or exit the neighborhood. Ms. Leroy said she had contacted the Activities Director at Blaine High School who understood her concerns but that a permit had been issued. Ms. Leroy said this type of event needs to be held in a park instead of City streets.

CALL TO ORDER

The second regular meeting of the Coon Rapids City Council for the month of April was called to order by Mayor Tim Howe at 7:15 p.m. on Tuesday, April 16, 2013, in the Council Chambers.

PLEDGE OF ALLEGIANCE TO THE FLAG

Mayor Howe led the Council in the Pledge of Allegiance.

ROLL CALL

Members Present: Mayor Tim Howe, Councilmembers Denise Klint, Ron Manning, Paul Johnson, Jerry Koch, Bruce Sanders and Steve Wells

Members Absent: None

ADOPT AGENDA

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER MANNING, TO ADOPT THE AGENDA AS PRESENTED. THE MOTION PASSED UNANIMOUSLY.

PROCLAMATIONS/PRESENTATIONS

1. COMMUNITY SCHOLARSHIP MONTH PROCLAMATION

Mayor Howe welcomed Nicholas Brushenco, Community Scholarship Association, to the meeting this evening. Mr. Brushenco thanked the residents and businesses in the community for their

generous donations. He explained that the Community Scholarship Association has given out almost $3 million in scholarships to local students over the years. He reported that 180 applications were received this year from local students.

Mayor Howe read a proclamation declaring April to be Community Scholarship month.

2. TWIN CITIES GATEWAY VISITORS BUREAU
   A. APPROVE 2013 MEMBER CITY MARKETING GRANT AGREEMENT
   B. CONSIDER RESOLUTION 13-57 ACCEPTING THE 2013 MEMBER CITY MARKETING GRANT

The staff report was shared with Council.

Steve Markuson, Twin Cities Gateway Visitors Bureau, reviewed the activities taking place in this area to draw tourists to the Coon Rapids area. He noted tourism in Minnesota generates $32 million per day and employs 240,000 Minnesotans, which was 11% of private sector jobs. This calculated to $455 million per year and 11,167 jobs in Anoka County. He discussed the 2012 budget and lodging taxes in detail. The eBlast email program was described along with other venue specific promotional events. He discussed the strategic and marketing objectives for 2013 and thanked the City of Coon Rapids for their continued support.

Mayor Howe commented he read a Star & Tribune tourism article recently and was pleased to see a reference to Twin Cities Gateway. He questioned how events were created by Twin Cities Gateway. Mr. Markuson indicated he worked to identify events for placement on their website and encouraged the City to contact him with any upcoming events that should be posted.

Mr. Markuson presented Mayor Howe with a marketing grant to assist the City of Coon Rapids in advertising its own festivals and events in 2013. Mayor Howe thanked Mr. Markuson and Twin Cities Gateway for the generous grant. A round of applause was offered by all present.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KOCH, TO APPROVE THE 2013 MEMBER CITY MARKETING GRANT AGREEMENT; AND ADOPT RESOLUTION 13-57 ACCEPTING THE 2013 MEMBER CITY MARKETING GRANT IN THE AMOUNT OF $15,885. THE MOTION PASSED UNANIMOUSLY.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

APRIL 2, 2013, COUNCIL MEETING

Councilmember Koch noted two spelling corrections on Page 4 of the minutes.

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER WELLS, FOR APPROVAL OF THE MINUTES OF THE APRIL 2, 2013, COUNCIL MEETING AS CORRECTED. THE MOTION PASSED UNANIMOUSLY.

CONSENT AGENDA/INFORMATIONAL BUSINESS

3. CONSIDER RESOLUTION NO. 13-50 ADOPTING THE ASSESSMENT, 9853 PALM STREET NW, #101

MOTION BY COUNCILMEMBER MANNING, SECONDED BY COUNCILMEMBER SANDERS, FOR APPROVAL OF THE CONSENT AGENDA AS PRESENTED. THE MOTION PASSED UNANIMOUSLY.

REPORTS ON PREVIOUS OPEN MIC

4. OPEN MIC REPORT – MATT CROWDER – 2079 111TH LANE AND IDA ST. CLAIR – 11195 SWALLOW STREET – RE: RECENT SANITARY SEWER BACKUP IN NEIGHBORHOOD

Mayor Howe discussed Mr. Crowder and Ms. St. Clair's comments made during Open Mic at the April 2, 2013 Council meeting regarding the recent sanitary sewer backup in their neighborhood. He requested further comment from Staff.

Public Works Director Himmer explained the sewer backup occurred in a neighborhood with a rear-yard sanitary sewer system. This neighborhood system served 11 homes and was constructed in 1988. He noted there was a watermain break adjacent to a manhole and the underground material breached the system causing a backup to the rear-yard systems. The main lines in this area were originally installed in 1968. Staff discussed the number of water line breaks over the past several years noting the Public Works Department was going to work to be more proactive to assist in avoiding future breaks.

City Attorney Brodie noted several claims were filed against the City and these claims were denied after inspection by the League of Minnesota Cities found that the City was not negligent in the maintenance or upkeep of the water distribution system. He added that because of the League's ruling the City would not be allowed to pay any claims either even if Council wished to do so.

City Manager Gatlin indicated that prior to 2001 the City had a standard liability insurance and did not typically payout on claims. However, in 2001-2002 the City changed its insurance after speaking with the League of Minnesota Cities and a no-fault coverage was selected. This cost the City approximately $50,000 per year for insurance premiums and claims. After 10 years, Staff made a

recommendation to go away from the no-fault insurance to save money on the premium and deductible claims. This recommendation was made based on the amount of maintenance put into the City's infrastructure and the reduced number of watermain breaks. This change went into effect in 2011.

Councilmember Manning commented he was struggling with the fairness of this decision. He questioned how residents were notified of this change. City Manager Gatlin explained an article was written in the Coon Rapids Herald.

Councilmember Klint remembered the City had some problem areas and the homeowners in this area were contacted regarding the insurance change. She requested an article be placed in an upcoming newsletter to remind residents they were responsible for having their own insurance.

Councilmember Koch stated he had his own insurance in place as recommended by his insurance agent. He agreed that an article should be printed in an upcoming City newsletter to make residents aware of their responsibility.

Councilmember Manning questioned how many claims have been made against the City since the no-fault insurance was dropped. City Manager Gatlin noted the City has had three claims per year in the last three years, in addition to the recent nine claims. He explained all claims were denied by the League of Minnesota Cities commenting the City was not at fault.

Mayor Howe indicated this was a difficult issue and he questioned why all claims were denied. Finance Director Legg said she understood this to be a difficult issue. She stated the City has taken all necessary measures to maintain the water and sewer lines by being proactively maintaining the lines.

PUBLIC HEARING

5. COLLECTOR STREET RECONSTRUCTION, PROJECT 13-2 AND 13-3:
   A. PUBLIC HEARING AND ASSESSMENT HEARING FOR WOODCREST DRIVE, 7:00 P.M.
   B. CONSIDER RESOLUTION ORDERING THE PROJECT FOR WOODCREST DRIVE
   C. CONSIDER RESOLUTION ORDERING ADVERTISEMENT FOR BIDS FOR WOODCREST DRIVE AND 113TH AVENUE

The staff report was shared with Council.

Councilmember Manning questioned why the townhome association was being assessed a second time for this project. City Engineer Moberg indicated the townhome association had internal private streets that accessed two public streets. For this reason, City staff has assessed the development for frontage along both public roadways. This was following protocol that has been followed in the past.

Mayor Howe opened and closed the public hearing at 8:06 p.m. since no one appeared to address the Council.

MOTION BY COUNCILMEMBER MANNING, SECONDED BY COUNCILMEMBER KLINT, TO ADOPT RESOLUTION NO. 13-2(6A) ORDERING THE WOODCREST DRIVE PROJECT; AND RESOLUTIONS NO. 13-2 AND 13-3(8) ORDERING ADVERTISEMENT FOR BIDS FOR WOODCREST DRIVE AND 113TH AVENUE PROJECTS. THE MOTION PASSED UNANIMOUSLY.

6. RESIDENTIAL STREET RECONSTRUCTION, PROJECT 13-9:
   A. PUBLIC HEARING AND ASSESSMENT HEARING, 7:00 P.M.
   B. CONSIDER RESOLUTION ORDERING IMPROVEMENTS
   C. CONSIDER RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

The staff report was shared with Council.

Councilmember Manning questioned if this project involved spot replacement of curb and gutter. City Engineer Moberg stated this project did include spot replacement of curb and gutter.

Councilmember Koch asked if staff had information on the cost effectiveness of spot replacement of the curb and gutter. Public Works Director Himmer apologized for misunderstanding the Council's previous request. He stated this issue would be brought back to the Council for discussion at a future work session meeting and was not included as an alternate bid for this project.

Councilmember Manning thought it would be beneficial to review the cost effectiveness of this matter prior to proceeding with this City project. City Manager Gatlin did not feel it was possible given the tight time schedule for this year's projects. He understood that the Council wanted to receive an alternate bid to review the data for future projects, which would be discussed at a future work session meeting for 2014 reconstruction projects.

Councilmember Klint and Councilmember Johnson supported this recommendation from staff and did not want to see the 2013 projects delayed.

Mayor Howe opened and closed the public hearing at 8:18 p.m. since no one appeared to address the Council.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER JOHNSON, TO ADOPT RESOLUTION NO. 13-9(6A) ORDERING THE IMPROVEMENT. THE MOTION PASSED UNANIMOUSLY.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KOCH,

TO ADOPT RESOLUTION NO. 13-9(8) APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS. THE MOTION PASSED UNANIMOUSLY.

BID OPENINGS AND CONTRACT AWARDS

7. CONSIDER RESOLUTION AWARDING CONTRACT FOR BITUMINOUS PATCHING REPAIRS, PROJECT 13-16

The staff report was shared with Council.

MOTION BY COUNCILMEMBER KOCH, SECONDED BY COUNCILMEMBER JOHNSON, TO ADOPT RESOLUTION NO. 13-16(9) AWARDING A CONTRACT TO OMANN BROTHERS PAVING, INC. IN THE AMOUNT OF $124,185.00 FOR BITUMINOUS PATCHING REPAIRS. THE MOTION PASSED UNANIMOUSLY.

8. CONSIDER AWARD OF CONTRACTS FOR CONSTRUCTION OF BUNKER HILLS GOLF COURSE TRAINING FACILITY, PROJECT 12-23

The staff report was shared with Council.

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER KLINT, TO RECOMMEND THE FOLLOWING CONTRACT AWARDS FOR THE GOLF INSTRUCTION LEARNING CENTER AT BUNKER HILLS GOLF COURSE:

HARTMAN COMPANIES (DRIVING RANGE, PRACTICE GREEN, AND SHORT-GAME AREA) - $519,119.50; CONTRACT INCLUDES THE BASE BID AND ALTERNATES 2, 3, 4, 5, 13, AND 14
CLASSIC CONSTRUCTION - $34,832
SCHWIETERS (CARPENTRY) - $40,200
SCHWIETERS (MATERIALS)- $39,396
SCHWIETERS (MILLWORK) - $10,188
TWIN CITY GARAGE DOOR - $11,900
PINNACLE - **$8,390**
LAKE AREA ROOFING - $13,700
R AND J - $2,423
TWIN CITY ACOUSTICS - $2,914
WASCHE - $4,500
GALAXY MECHANICAL - $15,730
MASTER ELECTRIC - $36,215

THE MOTION PASSED 6-0-1, COUNCILMEMBER SANDERS ABSENT FOR VOTE.

Councilmember Klint requested an update from staff on events planned at Bunker Hills this summer. Golf Director Anderson explained the Tee It Up for the Troops event was planned for Thursday, August 15, 2013. He noted the State Golf Tournament would be held at Bunker Hills as well.

OLD BUSINESS

9. CONSIDER ADOPTION OF ORDINANCE TO REPEAL CHAPTER 8-1500 PREPAYMENT FOR GASOLINE AND DIESEL FUEL AT RETAIL FUEL BUSINESSES

The staff report was shared with Council.

MOTION BY COUNCILMEMBER MANNING, SECONDED BY COUNCILMEMBER KOCH, TO ADOPT AN ORDINANCE TO REPEAL CHAPTER 8-1500 PREPAYMENT FOR GASOLINE AND DIESEL FUEL AT RETAIL FUEL BUSINESSES IN ITS ENTIRETY.

Councilmember Johnson questioned if he could offer an amendment to the existing Ordinance. City Attorney Brodie commented the motion on the table was to repeal the entire Chapter.

Councilmember Johnson indicated the vast majority of the fuel stations have camera systems in place and several have license plate readers. He recommended the Ordinance be amended in a manner that states stations with camera systems and plate readers should be exempt from pre-pay and credit card pay systems. Secondly, that retail fuel stations could arrange a prepayment method with customers.

Councilmember Klint expressed concern that this Ordinance would be repealed given the concerns voiced by station owners and Police Department. She indicated not all businesses had the ability to pursue drive-offs in the same manner and the proposed Ordinance could assist them.

Councilmember Koch clarified each business owner had a right to become a pre-pay station with or without the Ordinance in place. He was in favor of allowing that to be a business decision and not determined by the City.

Councilmember Manning indicated the advanced technology available in license plate readers would greatly assist fuel stations with drive offs. He suggested the owners run a cost-benefit analysis when considering the expense of drive offs.

Councilmember Sanders commented the more exceptions within the Ordinance the more difficult it would be to enforce.

Jerry Pierce, 12236 Partridge Street NW, understood the Council wanted to repeal the Ordinance. However, as he understood parliamentary procedure, action could not be taken this evening. He stated the item should be introduced this evening and then voted on at a subsequent meeting.

City Attorney Brodie explained the Ordinance was introduced at the April 2, 2013 City Council meeting and was being heard for the second time this evening, as required by Charter. He indicated the Council could proceed and take action this evening.

Councilmember Sanders thanked the Chief of Police for sharing the drive off information with the Council. He indicated this created awareness within the community and has allowed private business owners to begin putting procedures in place to protect themselves. At this time, he did not want to further inconvenience Coon Rapids fuel station patrons.

Mayor Howe commented there were a large number of drive-offs within the community. It was his opinion, that a year ago, the Council "jumped the gun". He did not want the City's businesses to continue to be negatively impacted by this Ordinance.

Councilmember Klint thanked the local business owners for working with the Council and Police Department on this issue. She encouraged them to keep in contact with the Police Department if crime numbers were on the rise.

Councilmember Johnson indicated this issue came forward because the fueling stations were not communicating with the Police Department. This has since changed, but his concern was if the owners were not held accountable, the number of drive-offs would continue to rise.

THE MOTION PASSED 5-2, COUNCILMEMBERS JOHNSON AND KLINT OPPOSED.

10. CONSIDER ADOPTION OF ORDINANCE ESTABLISHING COMPOSTING REGULATIONS

The staff report was shared with Council.

City Attorney Brodie commented the concerns regarding rear yard and yard definitions along the river were addressed in the Ordinance before the Council this evening.

Councilmember Koch thanked staff for addressing the concerns voiced at the previous Council meeting.

Mayor Howe questioned how this Ordinance originated. City Attorney Brodie explained the Ordinance was recommended by the Sustainability Commission to assure that homeowners are following good composting practices.

Councilmember Johnson asked if the reorganization of Chapter 11 would affect this Ordinance. City Attorney Brodie commented the definitions would not be adversely affected in any way.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KOCH, TO ADOPT TO REGULATE COMPOSTING WITHIN THE CITY. THE MOTION PASSED UNANIMOUSLY.

NEW BUSINESS

11. NORTHDALE BOULEVARD/CROOKED LAKE BOULEVARD INTERSECTION RECONSTRUCTION, PROJECT 12-29:
    A. APPROVE JOINT POWERS AGREEMENT WITH ANOKA COUNTY
    B. AUTHORIZE STAFF TO SIGN FINAL CONSTRUCTION DRAWINGS UPON COMPLETION PRIOR TO BIDDING

The staff report was shared with Council.

MOTION BY COUNCILMEMBER KLINT, SECONDED BY COUNCILMEMBER WELLS, TO RECOMMEND APPROVAL OF THE JOINT POWERS AGREEMENT WITH ANOKA COUNTY FOR RECONSTRUCTION OF THE CROOKED LAKE BOULEVARD/NORTHDALE BOULEVARD INTERSECTION; AND AUTHORIZE STAFF TO SIGN THE FINAL CONSTRUCTION DRAWINGS UPON COMPLETION AND PRIOR TO BIDDING. THE MOTION PASSED UNANIMOUSLY.

12. COON RAPIDS BOULEVARD/ROUND LAKE BOULEVARD INTERSECTION RECONSTRUCTION, PROJECT 13-6:

The staff report was shared with Council.

MOTION BY COUNCILMEMBER MANNING, SECONDED BY COUNCILMEMBER SANDERS, TO APPROVE THE JOINT POWERS AGREEMENT WITH ANOKA COUNTY FOR THE RECONSTRUCTION OF THE COON RAPIDS BOULEVARD/ROUND LAKE BOULEVARD INTERSECTION; AND AUTHORIZE STAFF TO SIGN THE FINAL CONSTRUCTION DRAWINGS UPON COMPLETION AND PRIOR TO BIDDING. THE MOTION PASSED UNANIMOUSLY.

13. STREET RECONSTRUCTION PROJECT, INTERSECTION OF CROOKED LAKE BOULEVARD AND NORTHDALE BOULEVARD, PROJECT 12-29:
    A. CONSIDER RESOLUTION ACCEPTING FEASIBILITY REPORT AND ORDERING PUBLIC HEARING
    B. CONSIDER RESOLUTION DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT ROLL
    C. CONSIDER RESOLUTION SETTING ASSESSMENT HEARING

The staff report was shared with Council.

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER KOCH, TO ADOPT RESOLUTION NO. 12-29(4), ACCEPTING THE FEASIBILITY REPORT AND ORDERING A PUBLIC HEARING ON MAY 21, 2013; RESOLUTION NO. 12-29(10), DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF A PROPOSED ASSESSMENT ROLL; AND RESOLUTION NO. 12-29(11) SETTING THE ASSESSMENT HEARING DATE FOR MAY 21, 2013.

Mayor Howe questioned when this project would begin. City Engineer Moberg stated construction could begin as early as mid-July, but may be delayed until September due to the right-of-way acquisition. He noted if the construction were delayed until September, it may make more sense to hold off until the spring of 2014 so as not to interfere with the nearby school.

Councilmember Sanders asked how long the entire project would take to construct. City Engineer Moberg explained the project would take two months to complete. He anticipated that access would be preserved throughout the project construction.

THE MOTION PASSED UNANIMOUSLY.

14. MUNICIPAL STATE AID STREET DESIGNATIONS:
    A. CONSIDER RESOLUTION NO. 13-52 DESIGNATING 109TH LANE NW FROM MISSISSIPPI BOULEVARD TO CROOKED LAKE BOULEVARD AS MUNICIPAL STATE AID STREET
    B. CONSIDER RESOLUTION NO. 13-53 DESIGNATING CROOKED LAKE BOULEVARD FROM 109TH LANE NW TO COON RAPIDS BOULEVARD AS MUNICIPAL STATE AID STREET
    C. CONSIDER RESOLUTION NO. 13-54 DESIGNATING DOGWOOD STREET FROM 101ST AVENUE TO EGRET BOULEVARD AS MUNICIPAL STATE AID STREET

The staff report was shared with Council.

MOTION BY COUNCILMEMBER KOCH, SECONDED BY COUNCILMEMBER SANDERS, TO ADOPT RESOLUTION NO. 13-52 DESIGNATING 109TH LANE NW FROM MISSISSIPPI BOULEVARD TO CROOKED LAKE BOULEVARD AS A MUNICIPAL STATE AID STREET; RESOLUTION NO. 13-53 DESIGNATING CROOKED LAKE BOULEVARD FROM 109TH LANE NW TO COON RAPIDS BOULEVARD AS A MUNICIPAL STATE AID STREET; AND RESOLUTION NO. 13-54 DESIGNATING DOGWOOD STREET FROM 101ST AVENUE TO EGRET BOULEVARD AS A MUNICIPAL STATE AID STREET.

Councilmember Koch questioned if the streets would change in any way. City Engineer Moberg explained the designation would allow the City to receive State Aid Funds for reconstruction and maintenance in the future. There would be construction procedures that may need to be followed as well.

THE MOTION PASSED UNANIMOUSLY.

15. CONSIDER RESOLUTION 13-56 CALLING FOR PUBLIC HEARING TO MODIFY REDEVELOPMENT PROJECT AREA NO. 1 AND ESTABLISH TAX INCREMENT FINANCING DISTRICT 1-31, 35XX COON RAPIDS BOULEVARD

The staff report was shared with Council.

Councilmember Manning expressed concern with the proposed site becoming low-income housing. He questioned if the City needed another apartment building. He stated for these reasons, he would not support the establishment of an additional TIF District.

Mayor Howe requested further information on how a TIF District is established. Community Development Director Nevinski stated a TIF District assists with paying for eligible costs such as economic development, redevelopment or housing goals. He commented this TIF has been used in the past to assist with redevelopment and the extraordinary costs involved. The length of a housing TIF District could be up to 25 years.

Councilmember Sanders explained the TIF District does not allow for a tax break for the property owner, but offers an increment to assist with redevelopment expenses.

Councilmember Koch agreed with Councilmember Manning concerns and thought the proposed development was the wrong direction for the boulevard.

Mayor Howe expressed some reservations with the proposed development as well stating market rate apartments would be more suitable.

Councilmember Manning clarified that affordable housing was important and each community had to do its part. However, when levels became too high, the expense to the public was unfair. He encouraged the City to pursue a healthy housing mixture.

Chris Stokka, NWF Properties, requested the Council allow him the ability to present his proposed redevelopment. He noted he was proposing working class housing through the apartment building. There was a need for additional housing in Coon Rapids based on a recent housing study. He was proposing a beautiful building with rents beginning at $700 per month.

Mayor Howe indicated he was willing to consider the project, but did not see the need for TIF on this redevelopment project.

MOTION BY COUNCILMEMBER SANDERS TO ADOPT RESOLUTION 13-56 CALLING FOR A PUBLIC HEARING TO MODIFY REDEVELOPMENT PROJECT AREA NO. 1 AND ESTABLISH TAX INCREMENT FINANCING DISTRICT 1-31.

THE MOTION FAILED FOR LACK OF A SECOND.

MOTION BY COUNCILMEMBER KOCH, SECONDED BY COUNCILMEMBER WELLS, TO DENY RESOLUTION 13-56 CALLING FOR A PUBLIC HEARING TO MODIFY REDEVELOPMENT PROJECT AREA NO. 1 AND ESTABLISH TAX INCREMENT FINANCING DISTRICT 1-31.

Councilmember Manning stated the median income limitations within the apartment building would limit the clientele. This was a concern to him and for this reason he would not support the project.

THE MOTION PASSED 6-1, COUNCILMEMBER SANDERS OPPOSED.

16. CONSIDER RESOLUTION 13-58 REALLOCATING THE 2012 GENERAL FUND BUDGET AND AMENDING THE 2012 AND 2013 BUDGETS

The staff report was shared with Council.

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER KOCH, TO ADOPT RESOLUTION 13-58 REALLOCATING THE 2012 GENERAL FUND BUDGET AND AMENDING THE 2012 AND 2013 BUDGETS.

Councilmember Klint understood the need to readjust funds. She questioned why there was an increasing need to reallocate the budget. She did not want to see taxes increase due to increased expenses. She requested Staff more closely budget items to ensure the need to carry items over was reduced in the future. Finance Director Legg commented this Resolution was reallocating funds and was not increasing the budget. She explained the allocations allowed for funds to be properly earmarked for direct expenses.

Councilmember Johnson understood the budget needed to be monitored closely, however at times it was necessary to reallocate funds within the budget to assure City services were completed in a timely manner.

Councilmember Koch did not object to the reallocations as they reflected a very small portion of the budget.

Councilmember Manning approved of the flexibility within the budget to assure that there was not excess spending at year end.

THE MOTION PASSED UNANIMOUSLY.

17. CONSIDER RESOLUTION 13-59 AUTHORIZING TRANSFER OF FUNDS

The staff report was shared with Council.

MOTION BY COUNCILMEMBER KOCH, SECONDED BY COUNCILMEMBER WELLS, TO ADOPT RESOLUTION 13-59 AUTHORIZING THE TRANSFER OF FUNDS.

Councilmember Koch clarified the lodging tax should be transferred to the Twin Cities Gateway Visitor's Bureau and not the Minnesota Metro North Tourism Group.

THE MOTION PASSED UNANIMOUSLY.

18. CONSIDER INTRODUCTION OF ORDINANCE REPEALING TITLE 11, LAND DEVELOPMENT REGULATIONS AND REPEALING CHAPTER 13-1200, COMMERCIAL USE ANTENNAS AND ANTENNA TOWERS AND ADDING NEW TITLE 11, LAND DEVELOPMENT REGULATIONS, PC 09-20

The staff report was shared with Council.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KLINT, TO INTRODUCE AN ORDINANCE ADOPTING THE PROPOSED CHANGES TO TITLE 11.

Mayor Howe requested staff provide the Council with a summary of the major changes to Title 11. Community Development Director Nevinski commented the code was being mostly being restructured or reorganized and was not dramatically changed. He commented the substantive changes were reflected within the staff memo.

Councilmember Koch suggested the language in Item 15 regarding the zero lot line be reconsidered or removed altogether.

Councilmember Johnson thanked the Planning Commission for their work on restructuring this Ordinance.

THE MOTION PASSED UNANIMOUSLY.

OTHER BUSINESS

Mayor Howe mentioned the Green Expo was a tremendous success this year. He noted there were

62 booths and a large number of residents attended the event. He thanked the entire Sustainability Committee and City staff for their work on this event.

Councilmember Klint requested the Council discuss the success of The Harvest Grill at a future work session meeting.

Councilmember Klint then expressed concern with the pre-pay Ordinance as it has created division among the City Council. She understood this was a personal issue but looked forward to amicably moving on as the item has been repealed.

Councilmember Manning agreed that this issue has created division and he also looked forward to the Council moving on.

Councilmember Koch stated the Ordinance had far-reaching effects on Coon Rapids residents and local business owners in the community. He said he was glad to see that the issue had been repealed and that the Council could move on as well.

Councilmember Koch explained that on Friday, April 26th through Sunday, April 28th there would be the Annual Ice Show at the Coon Rapids Ice Center. He encouraged all residents to attend.

Finance Director Legg noted there would be a Property Tax Forum held on Monday, April 22nd at City Hall.

City Manager Gatlin commented an additional work session meeting has been tentatively scheduled for May 28th for the City Council.

ADJOURN

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER WELLS, TO ADJOURN THE MEETING AT 9:40 P.M. THE MOTION PASSED UNANIMOUSLY.

_____
Tim Howe, Mayor

ATTEST:

_____
Cathy Sorensen, City Clerk

MINUTES OF THE COON RAPIDS LOCAL BOARD OF APPEAL AND EQUALIZATION MEETING – APRIL 30, 2013

The 2013 Local Board of Appeal and Equalization meeting was brought to order by Chair Howe at 7:00 p.m. on Tuesday, April 30, 2013 in the City Council Chambers.

Members Present: Chairperson Howe,
Board Members Denise Klint, Paul Johnson, Jerry Koch

Members Absent: Board Members Bruce Sanders, Ron Manning, Steve Wells

Pledge of Allegiance to the Flag

APPOINT SECRETARY
MOTION BY BOARD MEMBER JOHNSON , SECONDED BY BOARD MEMBER KLINT APPOINTING DEBBIE MILLER AS SECRETARY FOR THE 2013 LOCAL BOARD OF APPEAL AND EQUALIZATION. THE MOTION PASSED UNANIMOUSLY.

ADOPT AGENDA
MOTION BY BOARD MEMBER KOCH, SECONDED BY BOARD MEMBER KLINT, TO ADOPT THE AGENDA AS PRINTED. THE MOTION PASSED UNANIMOUSLY.

REMARKS FROM CITY ASSESSOR

Ned Storla, City Assessor, welcomed everyone to the meeting. He introduced the Assessing Staff, Mike Sutherland, the County Assessor, and Alex Guggenberger also from Anoka County.

Mr. Storla discussed recent real estate trends in Coon Rapids and Anoka County. He displayed charts and information on how the trends are appearing to be positive. Mr. Storla asked Residential Appraiser, Brent Reid, if he had anything to add. Mr. Reid stated that it is difficult for residents to understand that the foreclosures in the City do not affect the Estimated Market Value. Chairperson Howe asked if there has been much feedback from the business community since they are feeling the larger burden of the tax pie. Discussion followed and Mr. Storla explained the majority of the businesses file directly in tax court, skipping the Local Board of Appeal and Equalization.

Chairperson Howe asked Mr. Sutherland if he wanted to add anything. He introduced Alex Guggenberger as the new Anoka County Property Tax Compliance Officer.

CONSIDER APPEALS FROM PROPERTY OWNERS IN REGARD TO 2013 ESTIMATED MARKET VALUE IN THE ORDER OF REGISTRATION.
No one appeared.

CONSIDER APPEALS BY LETTER
No letters of appeal were received.

CONSIDER RECOMMENDATIONS BY STAFF
There were no recommendations from staff.

CONSIDER DATE FOR RECONVENE
No recommendations for completion of Board of Appeal and Equalization.

Chairperson Howe discussed the City's Citizens Academy and Business Retention efforts.

Chairperson Howe asked for the Board of Appeal and Equalization Certification Form to be passed to Board Members for signing and thanked the staff for their work.

Mr. Storla mentioned that Board Member Koch was the only Board Member present that had completed the certification training and encouraged others to become trained if interested. Mr. Sutherland stated Anoka County had volunteered to have one of the training sessions and would communicate the dates.

A MOTION BY BOARD MEMBER KOCH, SECONDED BY BOARD MEMBER KLINT, TO ADJOURN AT 7:23 PM. THE MOTION PASSED UNANIMOUSLY.

Recorded and transcribed by:
Debbie Miller
Local Board of Appeal and Equalization Secretary

City Council Regular **1.**

Meeting Date: 05/07/2013

Subject: Poppy Days

From: Cathy Sorensen, City Clerk

INTRODUCTION

Council is asked to proclaim May 18 and 19 as Poppy Days in the City of Coon Rapids.

DISCUSSION

Coon Rapids American Legion Post 334 and Auxiliary, the Veterans of Foreign Wars Post 9625, and the Veterans of Foreign Wars Auxiliary have adopted the Poppy as their commemorative symbol. Poppy Days pays respectful tribute to those killed in war, and also benefits the living veterans and their families. Representatives from these organizations will be present to accept the Proclamations. Council is asked to Proclaim Poppy Days in Coon Rapids.

RECOMMENDATION

Council is asked to proclaim May 18 and 19, 2013 as Poppy Days in Coon Rapids.

Attachments

Proclamation

PROCLAMATION

POPPY DAYS

Whereas, the Coon Rapids American Legion Post 334 and Auxiliary, the Veterans of Foreign Wars Post 9625, and the Veterans of Foreign Wars Auxiliary have adopted the Poppy as their commemorative symbol; and

Whereas, the memorial Poppy, assembled by disabled veterans, pays respectful tribute to those killed in war, and also benefits the living veterans and their families; and

Whereas, public donations for Poppies fund rehabilitation programs within each local community that benefit veterans, their families, and ultimately our state and nation; and

Whereas, the basic purpose of the annual distribution of Poppies is eloquently reflected in the desire to **"Honor the Dead by Helping the Living."**

Now, therefore, I, Tim Howe, Mayor of the City of Coon Rapids, on behalf of the Coon Rapids City Council, hereby proclaim May 18 and 19, 2013, to be "POPPY DAYS", urging all citizens of Coon Rapids to recognize the merits of this cause by contributing generously and to wear a poppy as mute evidence of our gratitude to the men and women of this country who have risked their lives in defense of the freedoms which we continue to enjoy as American citizens.

Proclaimed this 7th day of May, 2013.

_____

Tim Howe, Mayor

_____

Catherine M. Sorensen, City Clerk

City Council Regular **2.**

Meeting Date: 05/07/2013

Subject: Volunteer Recognition Week Proclamation

From: Cathy Sorensen, City Clerk

INTRODUCTION

Ann Kusie, Senior Companion Program Coordinator and Chores and More Coordinator, will be present with area Senior Companions to accept the 2013 Volunteer Recognition Proclamation.

DISCUSSION

Each year hundreds of volunteers donate thousands of hours to Coon Rapids Senior Services and the City as a whole. Council is asked to recognize the valuable contributions made by our community's many volunteers. Council is also asked to recognize Ms. Kusie, who is retiring on May 30, for her 21 years of service as Coordinator for Senior Companion Program and Chores and More Coordinator.

RECOMMENDATION

Council is asked to read the Proclamation.

Attachments

Proclamation

PROCLAMATION

VOLUNTEER RECOGNITION WEEK

Whereas, volunteers enrich the lives of many through their tremendous commitment and generosity; and

Whereas, Coon Rapids has been blessed with citizens willing to volunteer their time, talent and energy to improve the quality of life in our community; and

Whereas, in 2012, over 416 volunteers donated a total of 32,676 hours to the success of Coon Rapids Senior Services and its programs; and

Whereas, the City Council is fortunate that 71 citizen volunteers serve on nine advisory commissions, contributing to the overall well-being of the City; and

Whereas, volunteers are truly building stronger communities and are deserving of our special recognition for their energy and enthusiasm in strengthening communities throughout Minnesota; and

Whereas, Governor Dayton declared the week of April 21st as Volunteer Recognition Week in Minnesota.

Now, therefore, I, Tim Howe, Mayor of the City of Coon Rapids, on behalf of the Coon Rapids City Council, hereby recognize the valuable contributions made by volunteers for the enrichment and betterment of our community and express our gratitude to them for sharing their time and talents.

Proclaimed this 7th day of May, 2013.

_____
Tim Howe, Mayor

_____
Catherine M. Sorensen, City Clerk

City Council Regular **3.**

Meeting Date: 05/07/2013

Subject: Cable Franchise Renewal Process

From: Matt Stemwedel, Assistant City Manager

INTRODUCTION

The City has come due to begin a cable franchise renewal process with Comcast Cable. While the City's franchise does not expire until August 1, 2015, the renewal process is outlined by federal regulations and requires that the cable operator (Comcast) notify the City of their intent to begin the informal renewal process at least 30 months in advance of the franchise expiration. The City was provided a franchise renewal letter by Comcast in January 2013.

DISCUSSION

Every 10-15 years the City has the opportunity to examine past services provided by its cable operator (currently Comcast) and to renegotiate a franchise agreement. The cable franchise renewal process examines the past performance of Comcast and future services that the City and its citizens would like to include in a new cable franchise agreement. This agreement also provides for many other significant provisions, including: an important revenue source for CTN studios, public right-of-way regulation and customer service standards.

The Cable Communication Policy Act of 1984 (Cable Act) established a procedure for renewing cable franchise agreements between cable operators and local government entities. The Cable Act allows for two ways for renewing an agreement: informal negotiations and a statutory formal renewal process. In the informal renewal process, the City and the cable operator meet informally to attempt to negotiate a franchise renewal. If an agreement cannot be reached, either party can invoke a four stage formal renewal process.

The City received notice from Comcast that it would like to begin the informal renewal process in January 2013. The City's consulting attorney, Stephen Guzzetta, of Bradley & Guzzetta, LLC., has developed a resolution that would acknowledge the start of this process and will set the parameters for moving forward.

RECOMMENDATION

Staff recommends that Council adopt Resolution 13-62 to commence the informal cable franchise renewal process.

Fiscal Impact

BUDGET IMPACT:

There is not an immediate budget impact related to this item. However, the cable franchise renewal process itself will likely require the assistance of outside attorneys and consultants. Funds for this purpose were included in the 2013 CTN Studios budget and additional resources will be proposed as a part of the 2014 budget.

Attachments

Resolution 13-62

RESOLUTION NO. 13-62

A RESOLUTION CONCERNING THE COMMENCEMENT OF FORMAL RENEWAL PROCEEDINGS UNDER THE FEDERAL CABLE COMMUNICATIONS POLICY ACT OF 1984, AS AMENDED

WHEREAS, the City of Coon Rapids enacted an ordinance and entered into a cable television franchise agreement (collectively, the "Franchise") with MediaOne North Central Communications Corp., which became effective August 1, 2000, to provide cable television service within the territorial limits of the City; and

WHEREAS, as a result of several transfers of the Franchise, Comcast of Minnesota, Inc. ("Comcast") currently holds the Franchise; and

WHEREAS, Section 626(a)(l) of the Cable Communications Policy Act of 1984, as amended (the "Cable Act"), 47 U.S.C. § 546(a)(l), provides that if a written renewal request is submitted by a cable operator during the 6-month period which begins with the 36th month before franchise expiration and ends with the 30th month prior to franchise expiration, a franchising authority shall, within six months of the request, commence formal renewal proceedings to identify the future cable-related community needs and interests, and to review the performance of the cable operator under its franchise during the then current franchise term; and

WHEREAS, the Franchise is scheduled to expire on or about August 1, 2015, unless sooner terminated or extended; and

WHEREAS, by letter dated January 9, 2013, from Comcast to the City, Comcast invoked the formal renewal procedures set forth in Section 626 of the Cable Act, 47 U.S.C. § 546; and

WHEREAS, the City is desirous of commencing the formal renewal proceedings specified in Section 626(a)(l) of the Cable Act, 47 U.S.C. § 546(a)(l) and, at the same time, of pursuing

the informal renewal process with Comcast pursuant to Section 626(h) of the Cable Act, 47 U.S.C. § 546(h); and

WHEREAS, the City must provide the public with notice of, and an opportunity to participate in, formal renewal proceedings under Section 626(a) of the Cable Act; and

WHEREAS, formal Section 626(a) proceedings and the informal franchise renewal process may involve, among other things: (i) the collection and analysis of information from Comcast (and its affiliates and subsidiaries), City agencies and departments, the public and other interested parties, and may require one or more public hearings; (ii) an evaluation of Comcast's past performance under the Franchise and applicable laws and regulations, and the issuance of notices of violation, as appropriate; (iii) the retention of consultants; (iv) the preparation of reports, findings and conclusions related to Comcast's past performance under the Franchise and the community's present and future cable-related needs and interests; (v) the preparation and issuance of a Request for Renewal Proposal and associated documents; and (vi) negotiations with Comcast; and

WHEREAS, the City wishes that the formal proceedings under Section 626(a) of the Cable Act and the informal renewal process under Section 626(h) be managed and conducted by the City Manager, the City Attorney, the Assistant City Manager, the CTN Production Manager and/or their designee(s); and

WHEREAS, the City intends to authorize the City Manager, the City Attorney, the Assistant City Manager, the CTN Production Manager and/or their designee(s) to take any and all steps required or desired to comply with the requirements of the Cable Act, Minnesota law, the Franchise and other applicable laws, regulations, orders and decisions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the Coon Rapids,

Minnesota, that:

Section 1. The City hereby commences formal franchise renewal ascertainment and past performance proceedings under Section 626(a)(1) of the Cable Act, 47 U.S.C. § 546(a)(1), concerning Comcast and the Franchise.

Section 2. The City Manager, the City Attorney, the Assistant City Manager, the CTN Production Manager and/or their designee(s) are authorized to manage and conduct Franchise renewal proceedings in accordance with Section 626(a)(1) of the Cable Act, 47 U.S.C. § 546(a)(1), and to take all steps and actions necessary or desired to conduct such proceedings and to comply with applicable laws, regulations, orders and decisions, including (but not limited to) assessing the community's present and future cable-related needs and interests, evaluating Comcast past performance under the Franchise and applicable laws and regulations, retaining consultants and attorneys and preparing and issuing a Request for Renewal Proposal and related documents, such as a staff report and a model franchise agreement/ordinance.

Section 3. The City Council, City Manager, the City Attorney, the Assistant City Manager, the CTN Production manager, and/or their designee(s) may conduct such hearings, surveys, focus groups, interviews, investigations and meetings they deem appropriate to assess community cable-related needs and interests, evaluate Comcast's past performance and financial, technical and legal qualifications, and enable the public an opportunity to participate in formal Franchise renewal proceedings conducted under Section 626(a)(1) of the Cable Act, 47 U.S.C. § 546(a)(1). The City Council, the City Manager, the City Attorney, the Assistant City Manager, the CTN Production Manager, and/or their designee(s) shall provide the public with notice of, and an opportunity to participate in, any public hearings or public meetings conducted pursuant to Section 626(a)(1).

Section 4. The City Manager, the City Attorney, the Assistant City Manager, the CTN Production Manager, and/or their designee(s) may explore with Comcast the possibility of pursuing the informal renewal process under Section 626(h) of the Cable Act, 47 U.S.C. § 546(h). If the City and Comcast decide to utilize the informal renewal process, the City Manager, the City Attorney, the Assistant City Manager, the CTN Production Manager, and/or their designee(s) are authorized to perform past performance and needs assessment reviews, to prepare informal Franchise renewal proposals and renewal Franchise documents; to evaluate informal Franchise renewal proposals from Comcast, to negotiate and communicate with Comcast concerning matters relating to the renewal and/or extension of the Franchise, to retain consultants and attorneys, and to take all other steps and actions necessary or desired to engage in the informal renewal process and/or to comply with applicable laws, regulations, orders and decisions. The City will provide adequate public notice of and an opportunity to comment on any informal Franchise renewal proposal(s) submitted by Comcast before taking any final action on such proposal(s).

Section 5. The City Council, City Manager, the City Attorney, the Assistant City Manager, the CTN Production Manager, and/or their designee(s) may establish procedures and

dates for the conduct of any hearings, meetings, surveys, focus groups, interviews and investigations related to the Section 626(a) proceedings or the informal franchise renewal process and may establish procedures and dates for the submission of testimony and other information in connection with such proceedings and the informal franchise renewal process.

Section 6. The City Manager, the City Attorney, the Assistant City Manager, the CTN Production Manager, and/or their designee(s) are authorized to request and require Comcast and its affiliates and subsidiaries to submit such information as may be deemed necessary or appropriate in connection with the Section 626(a) proceedings or the informal renewal process under Section 626(h) (including, but not limited to any needs assessment(s) and/or past performance review(s) associated therewith), to the maximum extent permitted by the Franchise and applicable laws, ordinances, regulations, and resolutions, to gather such other information from other persons or sources as may be deemed necessary and/or appropriate, to issue notices of violation to Comcast, to prepare reports and other documents related to the formal and informal Franchise renewal processes, to evaluate formal and informal Franchise proposals submitted by Comcast and to make recommendations to the City Council, and to take such further steps as may be needed or desired to assess Comcast's financial, technical and legal qualifications and to ensure the City's and the public's cable-related needs and interests are satisfied and fully protected consistent with applicable law.

Section 7. Nothing in this Resolution shall be construed to limit the powers of the City under the Franchise and applicable laws, ordinances, regulations, orders, decisions and resolutions, or to otherwise waive or limit the City's authority, rights, remedies and defenses under the Franchise and all applicable laws, ordinances, regulations, orders, decisions and resolutions. The City expressly reserves all of its rights, remedies and defenses with respect to determining whether or not to renew the Franchise, to the full extent permitted by law.

Section 8. The City Manager, the City Attorney, the Assistant City Manager, the CTN Production Manager and/or their designee(s) shall keep the City Council fully apprised of the status and progress of the formal and informal renewal processes, as appropriate.

Section 9. This Resolution shall become effective immediately upon adoption.

Adopted this 7th day of May, 2013.

_____
Tim Howe, Mayor

ATTEST:

_____
Catherine M. Sorensen, City Clerk

City Council Regular **4.**

Meeting Date: 05/07/2013

Subject: Continuation of CDBG Joint Cooperation Agreement and HOME Joint Powers Consortium Agreement for Program Years 2014 through 2016

From: Cheryl Bennett, Housing and Zoning Coordinator

INTRODUCTION

Entitlement jurisdictions of the federal Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) programs must go through a requalification process with the U.S. Department of Housing and Urban Development (HUD) every three years in order to continue receiving and administering program funds. Council is requested to approve continued participation in the federal CDBG program through an existing Joint Cooperation Agreement with Anoka County for program years 2014 through 2016 and continued participation in the HOME program through an existing Joint Powers Consortium Agreement with Anoka, Dakota, Ramsey and Washington counties and the city of Woodbury.

DISCUSSION

The City is a recipient of CDBG funds through a Joint Cooperation Agreement with Anoka County. Every three years, during the county's Urban County Qualification Notice period directed by HUD, the City has the opportunity to opt out of the agreement with the county and participate in the CDBG program on its own as a Metropolitan City entitlement community. Staff has investigated this alternative, as we have done during each of the previous requalification processes, and continues to believe that there are many benefits to remaining in the Joint Cooperation Agreement with Anoka County. In making this recommendation, staff considered several factors including current staffing levels, CDBG program administration and reporting requirements, program planning and implementation requirements, and eligibility for participation in the HOME program.

Entitlement eligibility in the CDBG program is based on several factors including population, extent of poverty and overcrowding, and age of housing. The City first reached HUD's threshold for CDBG entitlement jurisdiction status in 1992. At that time, Anoka County, an Urban County CDBG entitlement jurisdiction, distributed its CDBG funding to communities within the county on a pro rata basis similar to the formula HUD uses to allocate program funding. This arrangement continued until 2001 when Anoka County, under a directive from HUD to spend down funds in a more timely manner by funding fewer and larger projects, adopted a competitive funding process for the county's program. In 2002, during the first requalification opportunity following the county's adoption of that competitive funding process, the City elected to accept its Metropolitan City program status, but rather than going on its own or remaining in the competitive county process, the City instead entered into the Joint Cooperation Agreement with the county that continues to today. Under this agreement, Coon Rapids receives a pass-through allocation based on the HUD funding formula and contributes fifteen percent of its allocation to Anoka County for administrative and planning purposes (the overall program limit for both administration and planning activities is twenty percent of an allocation) and fifteen percent is directed to public services activities (the program limit). Anoka County is responsible for the program's administrative and reporting functions to the federal government, including submission of all plans, statements and program documents such as the five year Consolidated Plan, the annual Action Plan and the Consolidated Plan Annual Performance and Evaluation Report. Anoka County assures program compliance in the CDBG and HOME programs by performing risk analyses and monitoring projects. The

City would be required to prepare and perform each of these administrative program requirements for an independent program.

The remaining seventy percent of the City's allocation is reserved for project funds as determined by the City of Coon Rapids in compliance with the federal program requirements. Anoka County performs many of the administrative and reporting requirements associated with our project funds, including document filings, determining Section 106 compliance with the National Historic Preservation Act for individual project sites, and filing disbursement requests through HUD. These responsibilities are due, in part, to the County's direct relationship with HUD and its Integrated Disbursement and Information System, an electronic management information system.

Funding for the City's 2013 CDBG program year is being estimated at $256,539. Of this amount, $38,481, or fifteen percent, would be retained by the county for administrative services associated with the program. Another $38,481 would be dedicated to public services activities. The county also reserves fifteen percent of its allocation to public services and, together, a total of $186,635 is anticipated to fund such activities county wide in program year 2013. CDBG public services activities include a wide range of program services made available to persons of low and moderate incomes. These services include, among others, employment services, crime prevention and public safety services, child care, health care services, substance abuse services, services for seniors, and down payment assistance. Many public services providers are based in Coon Rapids; many Coon Rapids residents currently access these services. The public services activity dollars now available to Coon Rapids residents through these programs would be noticeably reduced if we terminated the Joint Cooperation Agreement as the county would no longer use its public services allocation in a separate jurisdiction's program area (i.e., the City of Coon Rapids).

The City participates in the federal HOME Investment Partnerships program through the Dakota County HOME Consortium consisting of Anoka, Dakota, Ramsey (excluding the City of St. Paul) and Washington counties, and the cities of Woodbury and Coon Rapids. Dakota County is the lead agency for the consortium that was formed in 1992. Prior to becoming a separate member of the consortium in 2002, the City was included in the program as a community in Anoka County. The City does not meet the federal qualifications as a participating jurisdiction in the HOME program and the City does not receive a direct allocation of HOME funds. However, projects located within the City of Coon Rapids are eligible for funding through this agreement.

City staff has participated in the Affordable Housing Coalition, Fair Housing Implementation Council, Family Homeless Prevention Assistance Program and the Continuum of Care Committee as part of these program efforts.

RECOMMENDATION

Staff recommends the City Council approve continued participation through program year 2016 in both the Community Development Block Grant program through a Joint Cooperation Agreement with Anoka County and the HOME Investment Partnerships program through a Joint Powers Consortium Agreement with Anoka, Dakota, Ramsey and Washington counties and the city of Woodbury.

City Council Regular **5.**

Meeting Date: 05/07/2013

Subject: Arts Commission Appointment

From: Vincent Vu, Management Analyst/Deputy Clerk

INTRODUCTION

The Arts Commission recommends the appointment of one new member to the Commission.

DISCUSSION

Jennifer Koch submitted an application for the Arts Commission and attended the March 26, 2013 and the April 16, 2013 Arts Commission meetings. After discussion with the applicant, the Arts Commission recommended Ms. Koch's appointment to the Arts Commission with a term expiring December 31, 2015.

RECOMMENDATION

Staff recommends Council adopt Resolution 13-51 appointing Jennifer Koch to the Arts Commission with a term expiring December 31, 2015.

Attachments

Resolution 13-51

Application - Koch

RESOLUTION NO. 13-51

RESOLUTION APPROVING THE APPOINTMENT OF ONE MEMBER TO THE ARTS COMMISSION

WHEREAS, six (6) vacancies currently exist on the Arts Commission; and

WHEREAS, one individual has expressed an interest in the Arts Commission; and

WHEREAS, the Commission recommends appointing Jennifer Koch to the Arts Commission;

NOW THEREFORE, BE IT RESOLVED that Jennifer Koch be appointed to the Arts Commission for a current three-year term to expire on December 31, 2015.

Adopted this 7th day of May, 2013, by the Coon Rapids City Council.

_____
Tim Howe, Mayor

ATTEST:

_____
Catherine M. Sorensen, City Clerk

COON RAPIDS
Minnesota

CITY OF COON RAPIDS

ADVISORY COMMISSION APPLICATION FORM

(Please type or use black ink)

DATE: 10-5-12

NAME: JENNIFER KOCH

ADDRESS: ZIP:

TELEPHONE: Home: ork: Cell:

EMAIL ADDRESS:

PLEASE RANK IN ORDER THE COMMISSIONS ON WHICH YOU WISH TO SERVE ***(leave blank any Commissions on which you do not wish to serve):***

1 Arts	Housing/Community Development
Board of Adjustment and Appeals	Mortgage Assistance Foundation
Capital Improvement	Parks and Recreation
Charter	Planning
Civil Service (Police & Fire)	Safety
Historical	Sustainable Community (Green)

A) WORK EXPERIENCE: School District Music Teacher-28½ yrs.-Music Therapist degree-Joyful Noise Choir Dir. at Church-Retail →part-time

B) CIVIC, PROFESSIONAL AND COMMUNITY ACTIVITIES: Director, Writer, Music Director and participant in "Chalkboard Capers", a fundraiser for student scholarships, created and performed by Teachers...30 yrs.--Community theater musical/comedy (had lead in "Music Man")--Annual participant--Election Judge--New member of C.R. Lions (participate at events when I can)

C) WHY DO YOU WANT TO BE ON AN ADVISORY COMMISSION:

I have a strong interest in the Arts and would like to help promote that interest in the community.

Oops!

D) WHAT SKILLS, STRENGTHS OR ABILITIES DO YOU BELIEVE YOU WILL ADD TO THE COMMISSION?

Background in the Arts
Creative thoughts + ideas
Leadership skills

E) ADDITIONAL COMMENTS:

My music background + experiences will be an asset to the Arts Advisory Commission.

REFERENCES (Optional)

Name	Address	Phone
Lew Peterson		

Signature

10-5-12
Date

Please return to:

City Manager's Office
City of Coon Rapids
11155 Robinson Drive
Coon Rapids MN 55433-3761
Telephone: 763-767-6493

The information provided by you on this application will be used to determine your suitability for appointment to an advisory commission. Participation as an advisory commission member is strictly voluntary and you are not required by law to provide this information, however, should you not furnish this information the City may have difficulty determining your suitability for appointment, contacting you regarding your information, and if selected, with your duties on the advisory commission. Under Minnesota State statutes, only your name is considered public information upon appointment. Any other information on this application is private data and will be accessible only to you, City staff, or as provided for by Minnesota statutes.

City Council Regular **6.**

Meeting Date: 05/07/2013

Subject: Civil Service Commission Appointment

From: Cathy Sorensen, City Clerk

INTRODUCTION

The Police and Firefighter's Civil Service Commission recommends the appointment of one new member to the Commission.

DISCUSSION

Due to a new work schedule, Commissioner Caroline LaCoursiere has had to submit her resignation from the Civil Service Commission. We extend our thanks for her service on this Commission.

Donna Naeve submitted an application for the Civil Service Commission on April 30, 2013, to fill this new vacancy which expires December 31, 2013. After discussion with the applicant, staff is recommending Ms. Naeve's appointment to the Civil Service Commission to this term which expires December 31, 2013.

RECOMMENDATION

Staff recommends Council adopt Resolution 13-63 declaring a vacancy and appointing Donna Naeve to the Police and Firefighter's Civil Service Commission with a term expiring December 31, 2013.

Attachments

Resolution 13-63

Application

RESOLUTION NO. 13-63

RESOLUTION DECLARING ONE VACANCY AND APPOINTING ONE MEMBER TO THE POLICE AND FIREFIGHTER'S CIVIL SERVICE COMMISSION

WHEREAS, Caroline LaCoursiere has submitted her resignation from the Police and Firefighter's Civil Service Commission with a term to expire on December 31, 2013; and

WHEREAS, Donna Naeve is seeking appointment to the vacant term.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that Donna Naeve be appointed to serve on the Police and Firefighter's Civil Service Commission with a term to expire December 31, 2013.

Adopted this 7th day of May, 2013, by the Coon Rapids City Council.

_____
Tim Howe, Mayor

ATTEST:

_____
Catherine M. Sorensen, City Clerk

COON RAPIDS Minnesota

CITY OF COON RAPIDS

ADVISORY COMMISSION APPLICATION FORM

(Please type or use black ink)

DATE: April 30, 2012

NAME: Donna M Naeve

ADDRESS: _____ ZIP: _____

TELEPHONE: Home: _____ Work: _____ Cell: _____

EMAIL ADDRESS: _____

PLEASE RANK IN ORDER THE COMMISSIONS ON WHICH YOU WISH TO SERVE ***(leave blank any Commissions on which you do not wish to serve):***

	Arts	6	Housing/Community Development
	Board of Adjustment and Appeals	2	Mortgage Assistance Foundation
4	Capital Improvement		Parks and Recreation
5	Charter	3	Planning
1	Civil Service (Police & Fire)		Safety
	Historical		Sustainable Community (Green)

A) WORK EXPERIENCE: I was the owner of a market research company from 1986 until I retired in 2004. I designed, conducted and analyzed research project for medical products in the US and internationally.

B) CIVIC, PROFESSIONAL AND COMMUNITY ACTIVITIES: planning commission 1972-present/chair 1980-11/2012; CRMAF: 1997-present/Pres2005-present; chaired 2 major district wide studies for school district; Snow Flake Days Viscount 3 yrs; CR Federated Womens Club founder (1 of 5)

C) WHY DO YOU WANT TO BE ON AN ADVISORY COMMISSION:

I enjoy being a part of civic activies; feel it is important to try to give back - try to work for a better community - now and in the future

D) WHAT SKILLS, STRENGTHS OR ABILITIES DO YOU BELIEVE YOU WILL ADD TO THE COMMISSION?

I have a long history of community involvement, I've run a business and know how things can ans should work. I think I have a pretty good idea of a how a city functions.

E) ADDITIONAL COMMENTS: I enjoy community involvement and would be honored to serve if appointed.

REFERENCES (Optional)

Name	Address	Phone
Tim Howe	mayor	
Lonnie McCauley		
Cheryl Bennett	city staff	

Signature

4-30-13
Date

Please return to:

City Manager's Office
City of Coon Rapids
11155 Robinson Drive
Coon Rapids MN 55433-3761
Telephone: 763-767-6493

The information provided by you on this application will be used to determine your suitability for appointment to an advisory commission. Participation as an advisory commission member is strictly voluntary and you are not required by law to provide this information, however, should you not furnish this information the City may have difficulty determining your suitability for appointment, contacting you regarding your information, and if selected, with your duties on the advisory commission. Under Minnesota State statutes, only your name is considered public information upon appointment. Any other information on this application is private data and will be accessible only to you, City staff, or as provided for by Minnesota statutes.

City Council Regular **7.**

Meeting Date: 05/07/2013

Subject: Cons. Authorization to Hire an Engineering/Public Works Intern

From: Sharon Legg, Finance Director

INTRODUCTION

Staff is seeking authorization to hire an Engineering/Public Works Intern for assistance during the pending construction season this summer.

DISCUSSION

As you know the City is undertaking an aggressive street reconstruction program this year. 2013 is setting up to be the largest street maintenance program in the City to date, with approximately 11 miles of reconstruction and 24 miles of sealcoating to be accomplished (see attached). In addition to this significant street maintenance program there is a need for data collection of our public infrastructure to better manage our assets, and to develop programs that comply with a couple of recent state and national requirements (sign retroreflectivity and ADA compliance). With the recent staffing changes in the Engineering Department there are salary savings that could be directed to this position, and the need for additional construction inspections and data collection.

RECOMMENDATION

Staff recommends authorization to add a summer Engineering/Public Works Intern position to the 2013 Budget under the engineering activity (509).

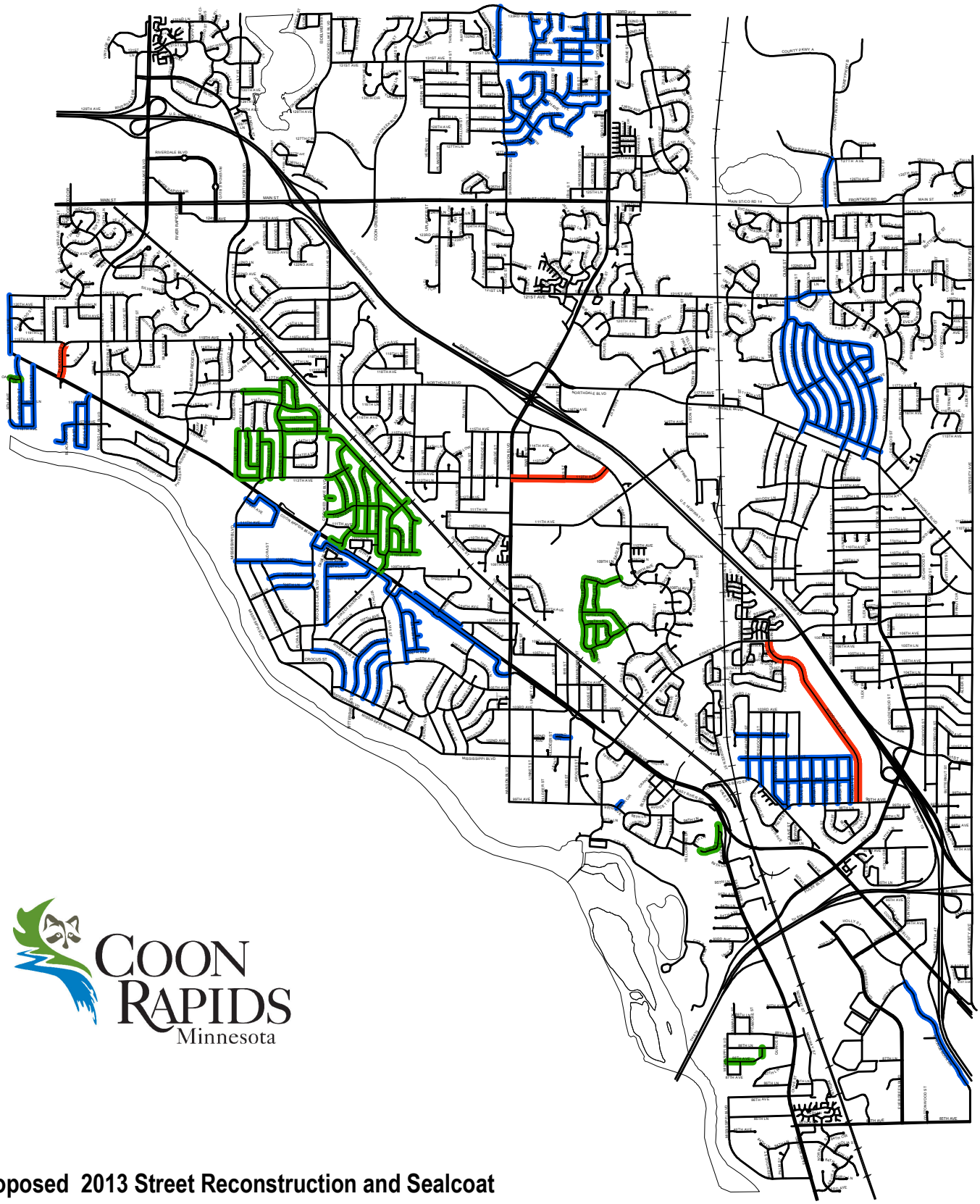
Fiscal Impact

BUDGET IMPACT:

Even though there is adequate funding from realized personnel savings within the department, this position was not included in the adopted 2013 City budget. Therefore, staff is seeking Council authorization to utilize up to $10,000 to recruit and hire an Engineering/Public Works Intern for the summer.

Attachments

2013 Street Maintenance Program



COON RAPIDS
Minnesota

Proposed 2013 Street Reconstruction and Sealcoat

- 2013 1.82 miles State aid
- 2013 9 miles Residential
- 2013 Proposed Sealcoat 24.25 miles , including 18 cul de sacs

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City Council Regular **8.**

Meeting Date: 05/07/2013
Subject: Annual Public Hearing on City's Storm Water Pollution Prevention Program (SWPPP)
Submitted For: Bob Moberg, City Engineer
From: Cher Ridout, Admin Secretary II

INTRODUCTION

According to the requirements of the National Pollution Discharge Elimination System (NPDES) Phase II permit, the City is required to implement a Storm Water Pollution Prevention Plan. The plan establishes annual goals and objectives for the City to meet the requirements of the permit. One requirement is to have an annual public hearing to review the progress made on permit activities during the past year. The last annual public hearing was held on April 3, 2012. The public hearing requirement deadline for this year is June 30, 2013. Council is requested to hold a public hearing on May 7, 2013 to fulfill the requirement.

DISCUSSION

In August 2009, the MPCA conducted an audit of the City's Storm Water program. Coon Rapids was the first large City to be audited by MPCA. The audit went well and recommendations from the MPCA regarding ordinance modifications and procedures have been implemented.

As part of the City's approved NPDES – Phase II Storm Water Pollution Prevention Plan (SWPPP), an annual public hearing on the plan is required. The SWPPP includes Best Management Practices which detail the actions the City will take to meet the requirements of the permit. One item was recently added to the City's SWPPP in regard to the City's Non-degradation plan. The SWPPP now includes a provision for continued monitoring of existing pond areas for infiltration rates and water quality as well as requiring infiltration of storm water for new and redevelopment sites that disturb over one acre of land. We are also required to file an annual report to aid in the review of our annual compliance. The following is a summary of requirements of the SWPPP which the City has been addressing. These include a brief description of each required activity and comments on the City's progress in meeting each objective.

1. Provide public education on the City's Storm Water Pollution Prevention Plan in the City newsletter: In 2012, two articles were included in the City's newsletter providing homeowners with information on storm water quality and how homeowners can help improve water quality. There was also an article in the Community Resource Guide regarding what homeowners can do to improve water quality. The City web site also includes an article.

2. Provide training for City employees on erosion control and storm water treatment: Four staff members from Public Works attended training on road salt application in 2012.

3. Hold a public meeting on the City's Storm Water Pollution Prevention Program: The annual public hearing is scheduled for May 7, 2013.

4. Provide information on recycling option: In the City's Community Resources Guide, articles appeared in 2012 describing various recycling programs available to City residents. The "Recycling Review" newsletter merged with the City newsletter, and is now in homes 4 times a year. Promotional material is in the Coon Rapids Herald as well as Anoka Shopper. Extensive education and partnerships are held within the Anoka Hennepin School District in our

Coon Rapids Schools. Special events are held throughout the year to cover the gaps that are not met in our regular daily operations, such as paper shredding and furniture collection. Hours will be expanded beginning in 2013 to provide a greater service to our residents.

5. Provide staff training on soil erosion and review components of Storm Water Pollution Prevention Plan with staff: Four public works employees attended storm water maintenance training in 2012. Three public works employees attended a workshop in Chanhassan on road salt application. Four public works employees attended a workshop on snow and ice control-material application. Four engineering employees renewed their certifications in erosion control and storm water management.

6. Review current construction site inspection and enforcement programs and revise as necessary to reduce pollutant discharge: The City has used WSB & Associates, Inc. to inspect construction sites for erosion control and keep the contractor informed of compliance/non-compliance with requirements. Contractors are required to obtain a permit from the MPCA prior to construction that disturbs over one acre.

7. Inspect 20% of the storm water outfalls and sediment basins and ponds each year: City inspected approximately 20% of our outfalls and ponds in 2012 as required. This included 70 outfalls.

8. Train staff in Best Management Practices in handling equipment and hazardous materials: The City's Safety Coordinator conducted training on handling hazardous material in 2011 for all Public Works personnel.

9. Review its salt application policies and practices, calibrate equipment, and inspect vehicles as necessary to minimize pollution: In 2012, staff installed a scale on the loader for monitoring deicing salt use and calibrated all the sanders on the plow trucks. Additional GPS tracking devices were installed in all the large dump trucks used for plowing, and salt & sand usage can now be monitored and tracked during each storm event.

10. Sweep streets twice annually: Streets were swept three times in 2012. Material picked up included 800 cubic yards in the spring, 150 cubic yards in the summer, and 5,860 cubic yards in the fall.

11. Evaluate its Public Works Maintenance Facility and apply for a general industrial activity permit under the NPDES requirements: This activity was completed in 2004 and reviewed in 2012 for compliance. No modifications are needed.

12. Inspect and repair components of the storm water system needing maintenance including manholes, catch basins, ditches and sewer mains: During 2012, the City inspected 13 sump structures and repaired 32 catch basins, cleaned 2,000 feet of storm drain pipe, and removed 8 cubic yards of dirt/debris.

13. Prepare and implement a capital improvement program for the storm water system: In 2012, several projects were completed including adding new pipe and rebuilding catch basins in street reconstruction areas to provide better drainage. Several catch basin inlets were replaced, providing increased capacity to better drain the streets.

RECOMMENDATION

It is recommended that City Council conduct the annual public hearing for the Storm Water Pollution Prevention Program.

Fiscal Impact

BUDGET IMPACT:

Funding for the storm water activities comes from the City's Storm Water Utility.

Attachments

2012 CCWD Report

Coon Rapids 2012
SWPPP report

MCM	CCWD Collaborative Efforts	#	Activity
1	Newsletter Articles	10	Yard project permit planning, ditch obstructions, conserve water, dog doody, grass clippings bmps, clean streets/clean creeks, curbing water pollution-community cleanups, lawn watering, CAC members wanted, reduce chloride pollution
1	Website	1	CCWD Boundary expansion map
1	Green Expo	1	650-700 attendees
2	Great Coon Creek Cleanup	1	22 participants MOMS Club cleanup of Sand Creek at Olive St, April 18, 2012; aired on CTN news
2	Community Cleanup (leaf-raking to clear storm drains), storm drain stenciling	1	160 participants Girl Scout Centennial Day of Service, October 13, 2012
2	Technical Advisory Committee (TAC) meetings	8	Tim Himmer, Public Works Director Bob Moberg, City Engineer, Doug Vierzba (retired September)
2	Citizen Advisory Committee (CAC) meetings	6	Roger Johnson, Bill Kurdziel, Jeff Simon
2	Clean Water Partnership grant for Sand Creek Stormwater Retrofit Project: new Xeon stormwater pond and 9 rain gardens	1	13 participants 3/8/2012 Xeon pond workshop (4), & 10/20/2012 Rain Garden participants (9)

City Council Regular **9.**

Meeting Date: 05/07/2013
Subject: Contract Award and Adopt Assessment, Project 13-1, Street Reconstruction
Submitted For: Bob Moberg, City Engineer
From: Cher Ridout, Admin Secretary II

INTRODUCTION

The City is proposing reconstruction of approximately 2.9 miles of residential streets in a neighborhood lying west of Crooked Lake Boulevard and north of 113th Avenue. Oakwood Drive between 9th Avenue and Eldorado Street is also included in the project area (see map). Bids were received for the improvement on April 25, 2013. Council is requested to award a contract and to adopt the assessment.

DISCUSSION

The City is proposing to reconstruct several streets and to assess a portion of the cost to adjacent property owners as part of the 2013 Street Reconstruction Program. Proposed improvements include removal and replacement of bituminous pavement, replacement of curb and gutter, driveway aprons and sidewalks as needed, repair or replacement of fire hydrants, valves, sanitary sewer structures and storm sewer structures, installation of pedestrian curb ramps as needed, and replacement of street signs. All curb and gutter on Kerry Street, 113th Lane, Ivywood Street, and 114th Lane is proposed to be removed and replaced.

There are 255 properties proposed to be assessed for the project. Of the 255 properties, 251 are single-family lots, one is an apartment building, one is the WCCO radio tower site, one is County property, and one is City property. The apartment building was assessed $8,651.50 for another street reconstruction project in 2005. The assessment rate for a single-family home is $1,620 and it would be levied over a 10 year period with an interest rate of 2.7%.

A neighborhood meeting was held at City Hall on February 28, 2013. Council held a public/assessment hearing and ordered the project on March 19, 2013. Bids were received on April 25, 2013. The bids are summarized as follows:

Contractor	Base Bid	Alternate No. 1	Total Bid
Northwest Asphalt, Inc.	$1,266,997.49	$7,500.00	$1,274,497.49
North Valley	$1,276,475.26	$8,000.00	$1,284,475.26
Hardrives, Inc.	$1,456,256.47	$7,750.00	$1,456,256.47
T.A. Schifsky & Sons, Inc.	$1,478,905.16	$7,500.00	$1,486,405.16
Engineer's Estimate	$1,331,288.25	$18,750.00	$1,350,038.25

The low bidder, Northwest Asphalt, Inc., has completed several contracts with the City in the past and has performed very well. If Council awards the contract on May 7, 2012, it is anticipated work can begin approximately May 20, 2013 and be completed at the end of August.

In response to concerns expressed by several residents in the neighborhood with regard to the perceived color contrast between new and old concrete curb, Council directed staff to include a bid alternate for spraying curing compound on all curbs (except in front of driveway aprons) left in place with the project. Other communities have used this method and their experience has been that the curing compound lasts about 2-3 years but the color contrast between the new and old curb remains. For this reason, staff does not recommend approval of Bid Alternate No. 1.

RECOMMENDATION

It is recommended that Council take the following action:

a. Adopt Resolution No. 13-1(9) awarding a contract to Northwest Asphalt, Inc. in the base bid amount of $1,266,997.49.

b. Adopt Resolution No. 13-1(12) adopting the assessment.

Fiscal Impact

BUDGET IMPACT:

The total estimated project cost is $1,393,700. A total amount of $454,064.37 would be assessed to benefitting properties. The balance of the project costs would be paid from various funds - $619,036 from the Street Reconstruction Fund (797), $79,700 from the Storm Water Utility Fund (640), and $240,900 from the Water Maintenance Fund (601). The City's share of $619,036 would result in an annual tax levy of approximately $150,000 if bonds are sold and paid over a 5-year period beginning in 2014.

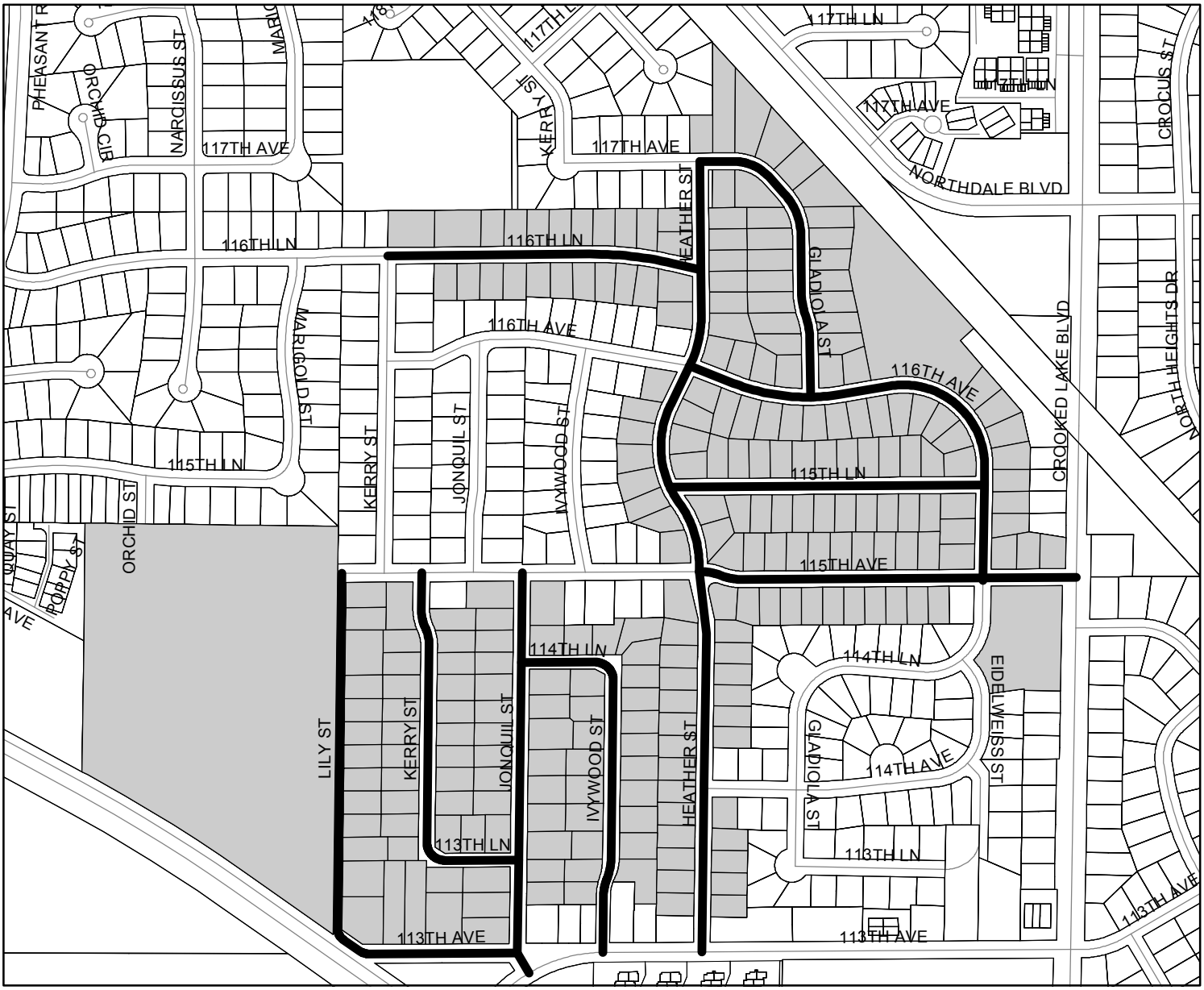
Attachments

13-1 Map

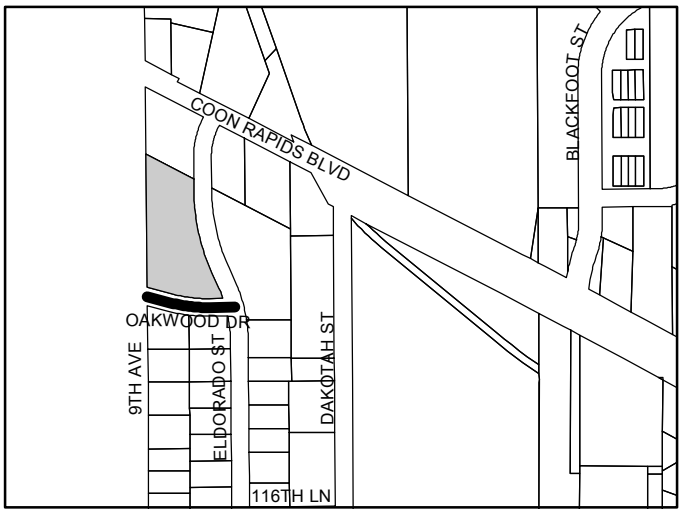
Resolution No. 13-1(9)

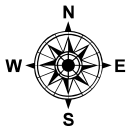
Resolution No. 13-1(12)

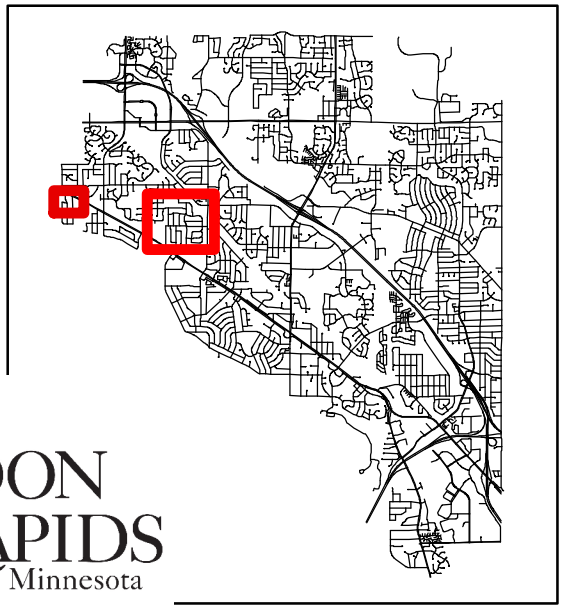
Project 13-1
2013 Street Reconstruction Program
2013 Proposed Reconstruction



Area of Benefit







COON RAPIDS
Minnesota

RESOLUTION NO. 13-1(9)

(9) RESOLUTION ACCEPTING BID AND AWARDING CONTRACT

WHEREAS, pursuant to an advertisement for bids for the improvement of residential streets in the area west of Crooked Lake Boulevard and north of 113th Avenue, and Oakwood Drive between 9th Avenue and Eldorado Street by street reconstruction, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement: (3 lowest)

Northwest Asphalt, Inc.	$1,266,997.49
North Valley, Inc.	$1,276,475.26
Hardrives, Inc.	$1,448,506.47

WHEREAS, it appears that Northwest Asphalt, Inc. of Shakopee, Minnesota is the lowest responsible bidder; and

WHEREAS, the City of Coon Rapids expects to reimburse all or a portion of the project expenditures with the proceeds of debt to be incurred by the City; and

WHEREAS, this declaration is made pursuant to Section 1.103-18 of the Income Tax Regulations of the Internal Revenue Service.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that the bid of $1,266,997.49 by Northwest Asphalt, Inc. for Coon Rapids Improvement Project 13-1 be accepted as the lowest responsible bid.

BE IT FURTHER RESOLVED that the Mayor and City Manager are hereby authorized and directed to enter into a contract with Northwest Asphalt, Inc. of Shakopee, Minnesota for the improvement of residential streets by street reconstruction according to the plans and specifications therefore approved by the City Council and on file in the office of the City Clerk.

BE IT FURTHER RESOLVED that the City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next two lowest bidders shall be retained until a contract has been signed.

Adopted this 7th day of May, 2013.

_____
Tim Howe, Mayor

ATTEST:

_____
Catherine M. Sorensen, City Clerk

RESOLUTION NO. 13-1(12)

(12) RESOLUTION ADOPTING ASSESSMENT

WHEREAS, pursuant to proper notice duly given as required by law, the Council has met and heard and passed upon all objections to the proposed assessment for the improvement of residential street in the area west of Crooked Lake Boulevard and north of 113th Avenue, and Oakwood Drive between 9th Avenue and Eldorado Street by street reconstruction; and

WHEREAS, the City of Coon Rapids expects to reimburse all or a portion of the project expenditures with the proceeds of debt to be incurred by the City; and

WHEREAS, this declaration is made pursuant to Section 1.103-18 of the Income Tax Regulations of the Internal Revenue Service.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF COON RAPIDS, MINNESOTA:

1. Such proposed assessment is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefitted by the proposed improvement in the amount of the assessment levied against it.

2. Such assessment shall be payable in equal annual installments extending over a period of 10* years, beginning the first Monday in January, 2014 and shall bear interest at the rate of 2.7% per annum from the date of the adoption of this assessment Resolution.

3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Property Records and Taxation Division, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this Resolution; and the owner may, at any time thereafter, pay to the City Treasurer the entire amount of the assessment remaining unpaid. Such payment must be made before November 14 or interest will be charged through December 31 of the next succeeding year.

4. The Clerk shall forthwith transmit a certified duplicate of this assessment to the County Property Records and Taxation Division to be extended on the proper tax lists of the County, and such assessments shall be collected and paid over in the same manner as other municipal taxes.

Adopted this 7th day of May, 2013.

_____
Tim Howe, Mayor

ATTEST:

_____
Catherine M. Sorensen, City Clerk

* 10 year assessment $454,064.37 @ 2.70%

City Council Regular **10.**

Meeting Date: 05/07/2013
Subject: Contract Award and Adopt Assessment, Project 13-8, Street Reconstruction
Submitted For: Bob Moberg, City Engineer
From: Cher Ridout, Admin Secretary II

INTRODUCTION

The City is proposing reconstruction of approximately 4.2 miles of residential streets in a neighborhood lying east of Crooked Lake Boulevard and north of Coon Rapids Boulevard (see map). Bids were received for the improvement on April 30, 3013. Council is requested to award a contract and adopt the assessment.

DISCUSSION

The City is proposing to reconstruct several streets and to assess a portion of the cost to adjacent property owners as part of the 2013 Street Reconstruction Program. Proposed improvements include removal and replacement of bituminous pavement, replacement of curb and gutter, driveway aprons and sidewalks as needed, repair or replacement of fire hydrants, valves, sanitary sewer structures and storm sewer structures, installation of pedestrian curb ramps as needed, and replacement of street signs.

A neighborhood meeting was held at City Hall on March 7, 2013. Council held a public/assessment hearing and ordered the project on April 2, 2013. At the public hearing, one resident in the neighborhood expressed a desire to remove all of the existing cross gutters in the project area and extend storm sewer to the affected intersections. In response to this concern, Council directed staff to analyze the feasibility of extending storm sewer to intersections along South Heights Drive and along 111th Avenue and to prepare bid alternates for feasible options. The enclosed map shows the location of existing storm sewer in the project area, proposed storm sewer improvements in Yukon Street (eliminating two cross gutters in South Heights Drive), proposed storm sewer in Zion Street (Bid Alternate No. 1), and proposed storm sewer in South Heights Drive and 111th Avenue (Bid Alternate No. 2).

Storm Sewer Feasibility

Existing storm sewer in the neighborhood was constructed in 1959. The system ultimately crosses Coon Rapids Boulevard and discharges directly to Riverview Creek. Hydraulic and hydrologic data for the Riverview Creek watershed is unavailable, making our analysis of existing conditions and the impact of additional storm sewer difficult at best. It is safe to assume that there has been an increase in the amount of impervious surface in the watershed since 1959. The increase in impervious surface results in an increase in storm water runoff, creating more demand on the existing system.

Extension of storm sewer in Yukon Street from 112th Avenue to South Heights Drive is technically feasible, would eliminate two cross gutters in South Heights Drive, would not result in disruption to existing water service for affected properties, and is cost-effective at $28,000 to install.

Extension of storm sewer in Zion Street from 112th Avenue to South Heights Drive and from 112th Avenue to 111th Avenue (collectively, Bid Alternate No. 1) is technically feasible, would eliminate one cross gutter in South Heights Drive and one cross gutter in 111th Avenue, would require replacement of four water services and insulation of nine water services, and would cost $104,000 to install.

Extension of storm sewer in South Heights Drive from Zion Street to Arrowhead Street and in 111th Avenue from Zion Street to Bittersweet Street (collectively, Bid Alternate No. 2) is feasible if the storm sewer in Bid Alternate No. 1 is constructed, would eliminate one cross gutter at either end of Arrowhead Street and two cross gutters in 111th Avenue, would require replacement of seven water services and insulation of six water services, and would cost $95,700 to install.

Assessment Objection

At the public hearing, Mr. Lloyd Ring, owner of a business at 2721 Coon Rapids Boulevard, filed a written objection of the special assessment proposed for his property. The enclosed drawing shows the extent of work planned for the service road that provides access to Mr. Ring's business. The assessment proposed for the property was based on assigning 50% of the adjacent property's frontage to Mr. Ring's property. This type of approach has been used in other instances where a property has street access without having abutting frontage.

There are 379 properties proposed to be assessed for the project. Of the 379 properties, 373 are single-family lots, one is a townhouse complex, three are commercial properties and two are City properties. The assessment rate for a single-family home is $1,620 and it would be levied over a 10 year period with an interest rate of 2.7%.

Council approved plans and specifications and ordered the advertisement for bids at the April 2, 2013 Council meeting. Bids received on April 30, 2013 are summarized as follows:

Contractor	Base Bid	Bid Alternate No. 1	Bid Alternate No. 2	Total Bid
North Valley, Inc.	$1,646,916.58	$94,524.75	$87,034.65	$1,828,475.98
Northwest Asphalt, Inc.	$1,662,087.25	$89,310.90	$82,480.40	$1,833,878.55
Hardrives, Inc.	$1,806,126.94	$94,574.34	$87,365.36	$1,988,066.64
Engineer's Estimate	$1,731,203.35	$174,327.50	$137,308.00	$2,042,838.85

The low bidder, North Valley, Inc., has completed many contracts with the City and has performed well. If Council awards a contract on May 7, 2013, it is anticipated that construction could begin on May 20, 2013 and be completed at the end of August 2013.

RECOMMENDATION

It is recommended that Council take the following action:

a. Adopt Resolution No. 13-8(9) awarding a contract to North Valley, Inc. in the base bid amount of $1,646,916.58.

b. Adopt Resolution No. 13-8(12) adopting the assessments, including the original assessment as proposed at the April 2, 2013 public hearing for Mr. Lloyd Ring, property owner at 2721 Coon Rapids Boulevard.

Fiscal Impact

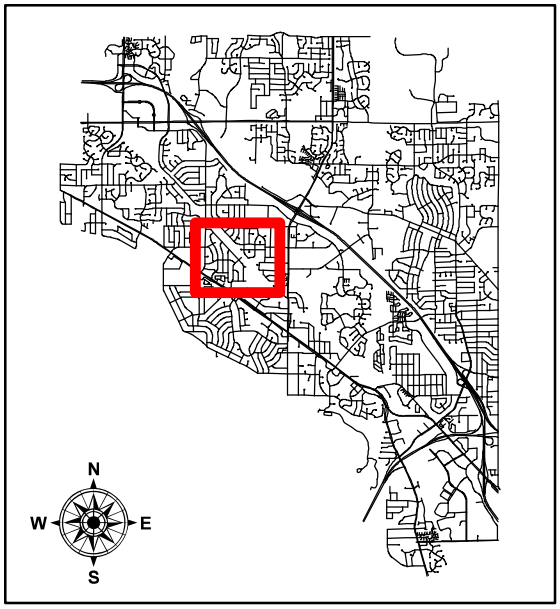
BUDGET IMPACT:

The total estimated project cost excluding bid alternates, is $1,894,000. A total amount of $635,456.52 would be assessed to benefiting properties. The balance of the project costs would be paid from various funds - $811,144 from the Street Reconstruction Fund (797), $98,500 from the Storm Water Utility Fund (640), and $348,900 from the Water Maintenance Fund (601). The City's share of $811,144 would result in an annual tax levy of approximately $250,000 if bonds are sold and paid over a 5-year period beginning in 2014.

Attachments

13-8 Location Map
13-8 Storm Sewer Overview Map
Coon Rapids Blvd Frontage Rd Drawing
Resolution No. 13-8(9)
Resolution No. 13-8(12)

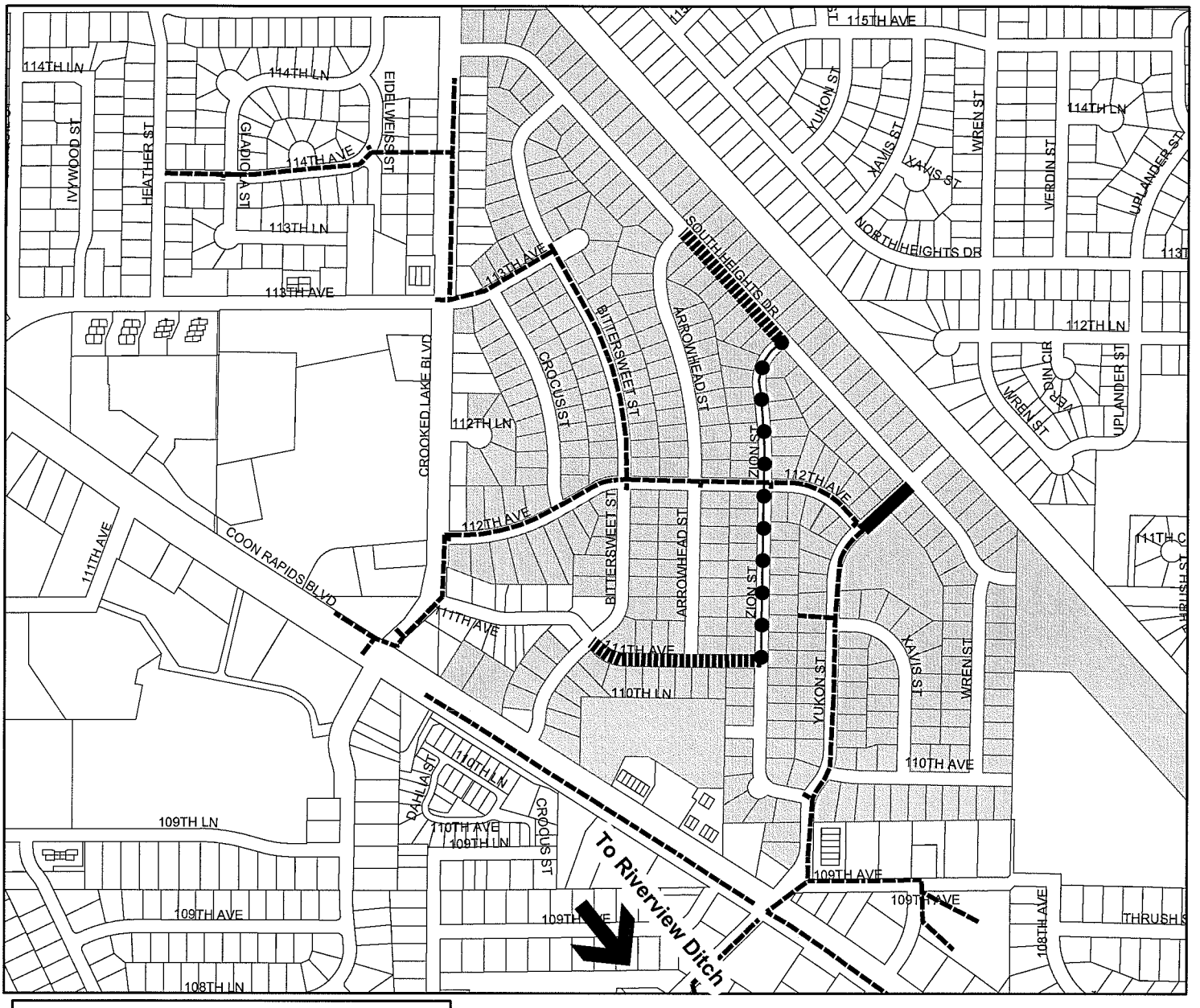
Project 13-8
2013 Street Reconstruction Program
2013 Proposed Reconstruction

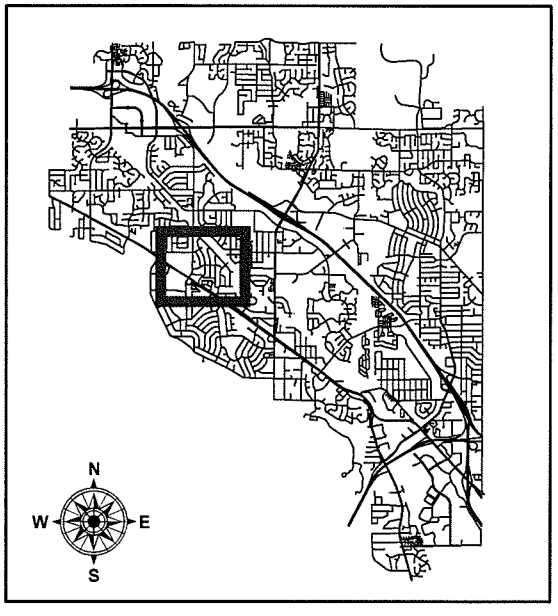


Area of Benefit

COON RAPIDS
Minnesota

Project 13-8
Storm Sewer Overview





Legend

Existing Storm Sewer

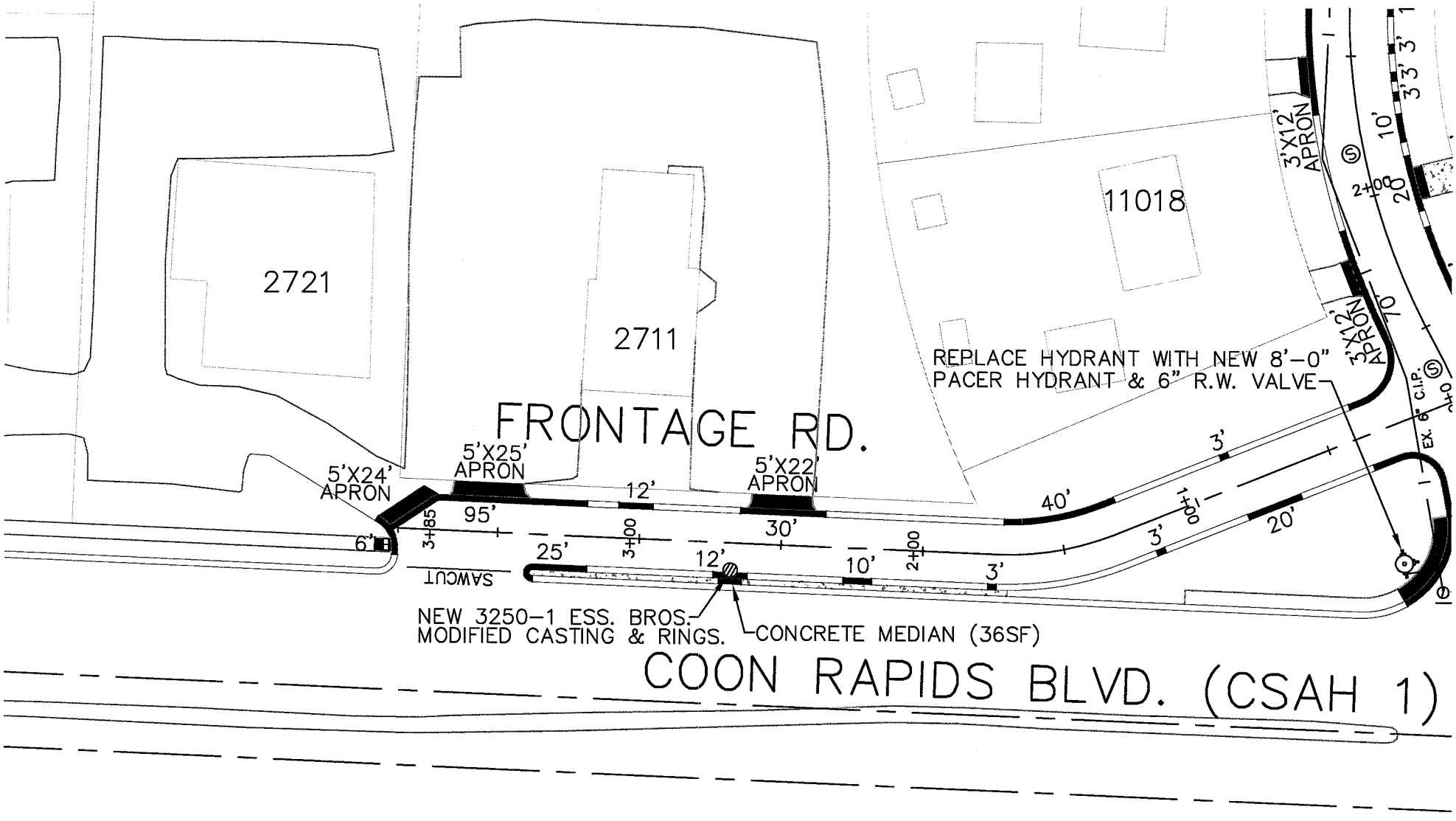
Storm Sewer Construction Bids

Base Bid

Bid Alternate 1

Bid Alternate 2

COON RAPIDS
Minnesota



2721
2711
11018
FRONTAGE RD.
5'X24' APRON
5'X25' APRON
5'X22' APRON
3'X12' APRON
3'X12' APRON
REPLACE HYDRANT WITH NEW 8'-0" PACER HYDRANT & 6" R.W. VALVE
EX. 6" C.I.P.
SAWCUT
NEW 3250-1 ESS. BROS. MODIFIED CASTING & RINGS.
CONCRETE MEDIAN (36SF)
COON RAPIDS BLVD. (CSAH 1)

RESOLUTION NO. 13-8(9)

(9) RESOLUTION ACCEPTING BID AND AWARDING CONTRACT

WHEREAS, pursuant to an advertisement for bids for the improvement of residential streets in the area east of Crooked Lake Boulevard and north of Coon Rapids Boulevard by street reconstruction, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

North Valley, Inc.	$1,646,916.58
Northwest Asphalt, Inc.	$1,662,087.25
Hardrives, Inc.	$1,806,126.94

WHEREAS, it appears that North Valley, Inc. of Nowthen, Minnesota is the lowest responsible bidder; and

WHEREAS, the City of Coon Rapids expects to reimburse all or a portion of the project expenditures with the proceeds of debt to be incurred by the City; and

WHEREAS, this declaration is made pursuant to Section 1.103-18 of the Income Tax Regulations of the Internal Revenue Service.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that the bid of $1,646,916.58 by North Valley, Inc. for Coon Rapids Improvement Project 13-8 be accepted as the lowest responsible bid.

BE IT FURTHER RESOLVED that the Mayor and City Manager are hereby authorized and directed to enter into a contract with North Valley, Inc. of Nowthen, Minnesota for the improvement of residential streets in the area east of Crooked Lake Boulevard and north of Coon Rapids Boulevard by street reconstruction according to the plans and specifications therefore approved by the City Council and on file in the office of the City Clerk.

BE IT FURTHER RESOLVED that the City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next two lowest bidders shall be retained until a contract has been signed.

Adopted this 7th day of May, 2013.

_____
Tim Howe, Mayor

ATTEST:

_____
Catherine M. Sorensen, City Clerk

RESOLUTION NO. 13-8(12)

(12) RESOLUTION ADOPTING ASSESSMENT

WHEREAS, pursuant to proper notice duly given as required by law, the Council has met and heard and passed upon all objections to the proposed assessment for the improvement of residential streets in the area east of Crooked Lake Boulevard and north of Coon Rapids Boulevard by street reconstruction; and

WHEREAS, the City of Coon Rapids expects to reimburse all or a portion of the project expenditures with the proceeds of debt to be incurred by the City; and

WHEREAS, this declaration is made pursuant to Section 1.103-18 of the Income Tax Regulations of the Internal Revenue Service.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF COON RAPIDS, MINNESOTA:

1. Such proposed assessment is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefitted by the proposed improvement in the amount of the assessment levied against it.

2. Such assessment shall be payable in equal annual installments extending over a period of 10* years, beginning the first Monday in January, 2014 and shall bear interest at the rate of 2.7% per annum from the date of the adoption of this assessment Resolution.

3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Property Records and Taxation Division, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this Resolution; and the owner may, at any time thereafter, pay to the City Treasurer the entire amount of the assessment remaining unpaid. Such payment must be made before November 14 or interest will be charged through December 31 of the next succeeding year.

4. The Clerk shall forthwith transmit a certified duplicate of this assessment to the County Property Records and Taxation Division to be extended on the proper tax lists of the County, and such assessments shall be collected and paid over in the same manner as other municipal taxes.

Adopted this 7th day of May, 2013.

_____
Tim Howe, Mayor

ATTEST:

_____
Catherine M. Sorensen, City Clerk

* 10 year assessment $635,456.52 @ 2.70%

City Council Regular **11.**

Meeting Date: 05/07/2013

Subject: Cons. Award of Contract for Flooring at the Bunker Hills Golf Course Learning Center Building, Project 12-23

From: Tim Himmer, Public Works Director

INTRODUCTION

On January 7, 2013, Council accepted the preliminary plans and cost estimates for the Bunker Hills Golf Course Training Facility project, authorized the project budget, and approved a lease agreement with golfTEC Minnesota for operation of the Golf Instruction Learning Center. The City Council then approved the plans and specifications for the proposed improvements and authorized the project for bid on March 5, 2013.

Proposed project improvements include a new driving range and practice greens, the addition of a short-game area, and a learning center building. City staff and the project architects completed the appropriate bid documents, posted the required notice of solicitation, and distributed the information to qualified contractors. Bids were opened on April 8th and reviewed. On April 16th Council approved multiple contracts for construction of the project, but the flooring information was inadvertently omitted from those awards. Tonight Council is being asked to consider award of the flooring contract for the Learning Center Building, which would be the final award necessary to complete the project.

DISCUSSION

The Learning Center Building was designed by Partners & Sirny Architects, consistent with lease requirements for golfTEC Minnesota, and bid through a construction management contract with Amcon Construction. A summary of the proposals received for this portion of the project is as follows:

Bidder	Amount
Acoustics Association	$8,784.00
Multiple Concepts Interiors	$8,400.00
St. Paul Linoleum & Carpet	$11,600.00
Sonus Interiors	$8,820.00

RECOMMENDATION

Staff recommends awarding a contract to Multiple Concepts Interiors for installation of flooring at the Learning Center Building at Bunker Hills Golf Course in the amount of $8,400.00.

Fiscal Impact

BUDGET IMPACT:

On January 7, 2013 the City Council authorized a project budget of up to $900,000 from the Special Assessment Fund; which is an internal loan to be repaid with revenues provided by the lease with golfTEC for the practice facilities, and increased revenue from the expanded driving range/practice facility. The cost of this flooring contract is contained within that overall budget, and falls within the previously approved amount.

City Council Regular **12.**

Meeting Date: 05/07/2013

Subject: PC 9-20 Reorganization and Revisions of Title 11 (Zoning Code)

From: Scott Harlicker, Planner

INTRODUCTION

On April 16th the City Council introduced an ordinance amendment to revise Title 11. The revision process included reorganizing and renumbering the chapters, as well as making more significant changes to the language, allowed uses and standards within each chapter where needed.

DISCUSSION

At the April 16th meeting Council asked for addtional information on the following:

Definition Section

- There was a typo in the definition of "Educational Facilities" which has been corrected.
- The definition of "Government Buildings and Facilities" should include police stations with holding facilities which has been added.
- Can temporary signs be two sided? Yes, temporary signs can be two sided and the size is measured by the square footage of the largest side.
- The definition of "Utility Uses" should include oil and liquid and non-liquid fuel. Those have been added to the definition.

Residential Septic Systems

The Council asked about residential septic systems. According to the Engineering Department, there are eight to ten single family homes on septic systems in the city with a cluster four of them on the north side of Main Street, east of Coon Creek Boulevard.

Setbacks from Arterial Streets

The building setback from arterial streets in commercial districts was reduced from 50 to 35 feet. In the past, the larger setback was needed to allow for the acquisition of additional right-of-way when arterial streets were widened. Since most arterial streets no longer need additional right-of-way, the setback was reduced to the standard 35 feet.

Variances Approved as part a Subdivision

The Subdivision Ordinance allows for the granting of a variance to dimensional requirements such as minimum lot width, depth and lot size as part of the subdivision approval process. A 2/3 majority vote is needed to grant a variance. There is some ambiguity as to whether the 2/3 vote is needed at preliminary plat, final plat or both. The draft requires a 2/3 majority vote at both preliminary and final plat.

Zero Lot Line Subdivision for Two Family Homes

In the past, when a zero lot line subdivision has been considered by the Council, Council discussion has included the merits of the zero lot line subdivision process and the potential problems. Further direction from Council on this matter would be helpful. The draft retains the current process that allows for the zero lot line subdivision of a lot that contains a twinhome.

Allowing twin home lots to be split increases opportunities for entry level home ownership. If zero lot line subdivisions are not allowed, both homes will be on one lot with one or possibly both homes being rental units.

The issue of compatibility or consistency between the exterior of two homes has been previously raised. To address the issue of exterior compatibility, the current regulations require a party wall agreement that includes exterior maintenance of the structure. The agreement must be approved by the City Attorney. The agreement is between the two property owners and is enforceable by the property owners. The City is not a party to the agreement and can not take enforcement action if one of the property owners is in violation of the agreement. However, if the Council would like to take a more active role in enforcing party wall agreements, the City could be made a party in future agreements.

Between 1990 and 1999 there were nineteen zero lot line lots splits. Since 2000 there have been seven zero lot line lot splits approved. There are 600 twin homes on separate lots, most of which were approved and platted as such. There are currently thirty twin home lots that may be eligible candidates for a zero lot line lot split, meaning the lot is large enough and the house style is such that the lot could be split in two.

RECOMMENDATION

In Planning Case 09-20, City Council **adopt** the proposed ordinance amendment to revise Title 11, Land Development Regulations.

Attachments

4-16 City Council memo

Revised Title 11

City Council Regular **18.**

Meeting Date: 04/16/2013

Subject: PC 9-20 Reorganization and Revisions of Title 11 (Zoning Code)

From: Scott Harlicker, Planner

INTRODUCTION

The City is requesting the introduction of an ordinance amendment to revise Title 11. The revision process included reorganizing and renumbering the chapters, as well as making more significant changes to the language, allowed uses and standards within each chapter where needed.

DISCUSSION

The Commission has spent numerous workshops over the last 18 months discussing changes in formatting and content of Title 11. The process included an overview of each section, a discussion of potential changes and then a review of the new draft of the section. Many of the changes to each section were strictly formating while others also included some changes to content. Outlined below is a chapter by chapter summary of proposed changes.

Chapter 100 Purpose and Goals

Most of the changes to this section are stylistic. The redundant references to the City and some outdated language were removed. There were several substantive changes to this section. In the past, infrastructure was either public or private. A third ownership pattern has emerged recently, public/private partnerships. Goal (5) acknowledges this new ownership pattern. The City is also transforming from a developing community to a fully developed/ redeveloping community. Goal (14) was added to recognize this transformation.

Chapter 200 Definitions

The definitions section has been revised. New definitions have been added, existing definitions have been updated and outdated terms have been eliminated. Definitions from other sections have also been consolidated here.

Chapter 300 Administration

Stylistic Changes

The public hearings and notices processes have been combined into one section. Tables have been added outlining the criteria that trigger site plan review and what actions are required for application approval. All the application requirements have been combined into one section. The revocation standard will be incorporated into an enforcement section. The “Duties” sections for the Director and

Zoning Administrator have been removed. These duties are set by the City Manager and Council. The language regarding Conflicts with Other Laws section and Applications of Provisions section have been updated with new sections Conflicting Provisions and Severability

Substantive Changes

- Section 11-301 adds "triggers" for applications and criteria are established that allow for administrative review of some applications and to deny certain applications. It establishes a percent change in square footage (>34% and >15% within an overlay or special district) for additions that need Commission review. Additions less than those can be reviewed administratively. Gives the Director expanded authority to deny applications if the applications does not meet certain findings, and also adds the ability to deny applications if the applicant has outstanding fees on prior projects, or is not in code compliance on prior projects.
- In Section 11-302, the definition of "potential user" has been tightened. The term potential user is not currently defined. Under the proposed code a potential user must have a legal interest in the property.
- Section 11-304 adds definitions for the types of applications and specifies the reviewing authority. It also outlines the process for the issuance of a new Home Occupation Permit. The permit will replace the current conditional use permit process.
- The statutory requirements of the 60 day rule are incorporated into Section 11-305.2. This statute is not referenced in the current code.
- In Section 11-305.6 the appeals process has been revised. The current appeals process is procedurally faulty. The appeals time frame is outlined in two sections and does not begin until after the Director notifies the applicant of the Commission's decision. The Director currently has 14 days to notify and then the applicant has 10 days to appeal.
- In Section 11-306 the standards for dimensional, design and use flexibility have been revised. Specific language has been added that clarifies that the flexibility is specific to the project and is not a variance that runs with the land. Flexibility language from the PORT District standards is proposed for this section. Land use flexibility is included in the current code.

Chapter 400 District Types and Schema

Section 400 has been changed so that existing zoning districts and overlay districts are enumerated. Obsolete sections have been updated to reflect current practices and the use of GIS to store and amend the zoning map. The annexation section has been eliminated, annexation is no longer an issue.

Chapter 600 Residential Districts

Section 11-600 includes the Low Density Residential Districts, Moderate Density Residential District, High Density Residential District and Mobile Home District. There is a residential table at the front of the chapter that lists all the uses allowed in the residential districts. Following the table are regulations that apply to all the residential districts. These are compiled from the Section 11-1800 General Regulations of the current code.

LDR1 and LDR2

In Sections 602 (LDR1) and 603 (LDR2) changes were made to the section that allows for front yard encroachment of decks (602.2(12)(f) and 603.2(12)(g)). In order to allow minor additions, such as front entryways and porches, to encroach into the front yard setback, staff is proposing to amend the existing sections that allow minor encroachments (up to 100sf.) for decks, to include porches and

living space. The section on Variable Setback Plan was also changed. This option is not applicable anymore, so the bulk of it was eliminated and replaced with language that make houses constructed under the provision conforming for the purpose of front setback requirements. A section for exterior building materials for institutional and commercial buildings was added. Changes were also made to the off drive parking area

MDR and HDR

Changes are proposed to the building character and materials section (11-604.2(1) and 11-604.2(2)). Deleted is language that requires all exterior wall surfaces be the same material and the term "interesting". The list of acceptable building materials for townhomes, apartments, and industrial and commercial buildings was expanded and made more detailed.

MH

No changes are proposed to the Mobile Home District.

Chapter 700 Office and Commercial Districts

Section 11-700 includes Office District, Neighborhood Commercial, Community Commercial, General Commercial and Regional Shopping. A use table starts off the section. The layout is similar to the layout used in Section 11-600 Residential Districts. Following the table are regulations that apply to all the commercial and office districts.

Design Standards

The design standards were consolidated and organized into Section 11-701.2 that applies to all the districts. There were several standards that were applicable only to the Regional Shopping District, and those were left in that section.

Dimensional Requirements

The dimensional requirements for each district were not changed except for instances where there was an extra large setback from an arterial street. The existing code requires a 50 foot setback from an arterial street to preserve the opportunity for additional right-of-way. Since most arterial streets no longer need additional right-of-way, this requirement was eliminated and a standard 35 foot setback from all street right-of-ways will be utilized. Changes were made to clear up discrepancies in the lot area requirements, lot coverage requirements and floor area requirements.

Chapter 800 Industrial Districts

Uses

The most significant change proposed is the replacement of the five different types of limited industrial uses with a single definition, "light industrial". The existing five types of limited industrial uses will be replaced with the definition listed below:

New Definition

Light Industrial A use that involves the manufacturing, production, processing, fabrication, assembly, treatment, repair, or packaging of finished products or parts, predominantly from

previously manufactured, prepared or refined materials (or from raw materials that do not need refining), but excluding basic industrial processing. Warehousing, wholesaling, and distribution of the finished products produced at the site is allowed as part of this use.

Design Standards and Dimensional Requirements

There are some minor changes proposed to the exterior materials standards and the addition of design standards for loading and service areas. The dimensional requirements for the district were not changed except for the same change to the arterial street setback that is proposed in the office and commercial district.

Chapter 900 Special Districts

Section 11-900 includes Conservancy District, Planned Unit Development District, PORT Districts, Riverdale Station Transit District. There are no changes, other than formatting.

Chapter 1000 Overlay Districts

Section 11-1000 includes Mississippi River Overlay District, Northstar Office Park Overlay District and River Rapids Overlay District. There are no changes, other than formatting.

Chapter 1100 Environmental Districts Regulations

Section 11-1100 includes Floodplain Management, Wetland Management and Mining and Land Reclamation. No changes to the language and standards in Wetland Management and Mining and Land Reclamation Sections are proposed. There are some technical changes made to the Floodplain Management section that reflect changes in State Statute.

Chapter 1200 General District Standards

Section 11-1200 includes parking regulations, sign regulations, fence regulations, screening regulations, allowed encroachments, performance standards and adult uses. The general standards that applied only to residential districts were move to Section 11-600 Residential Districts, those that applied only to Office and Commercial Districts were moved to 11-700 Office and Commercial Districts and if they applied only to the Industrial District they were moved to Section 11-800 Industrial Districts.

Parking Loading and Circulation

The off street parking requirements were updated and placed into a table. To establish the new standards, data from Institute of Transportation Engineer's Parking Generation Manual, findings of a parking study done by Monroe County, New York, parking standards from five adjacent communities were compared. There were no other changes other than formating.

Signage

The layout has been modified to the new format. There are no changes, other than formatting.

Fences

The layout has been modified to the new format. There are no changes, other than formatting.

Screening

The layout has been modified to the new format. There are no changes, other than formatting.

Encroachments into Setbacks

The layout has been modified to the new format. There are no changes, other than formatting.

Miscellaneous Performance Standards

The section on Satellite Dish Antennas has been updated to be consistent with federal regulations. The layout has been modified to the new format. A new section (11-1206.2(7)) regulating the placement donation drop off boxes and establishes design standards was added. A new section (11-1206.2(8)) requiring dumpster enclosures at multi-family buildings was added. This section requires that all multi-family building have dumpster enclosures by June 1, 2014. Other items in Section 11-1206.2 Miscellaneous Performance Standards were modified so that they are consistent with the applicable sections in Chapter 8-0100 Nuisances.

Adult Uses

The layout has been modified to the new format. There are no other changes other than formatting.

Chapter 1300 Nonconforming Lots, Structures and Uses

The layout has been modified to the new format. There are no other changes other than formatting.

Chapter 1400 Towers and Antenna Structures

For towers within residential districts, the Planning Commission will conduct the public hearing and forward a recommendation to the City Council. Under the current code the Council conducts the public hearing. Collocation requests will no longer require a public hearing. The application will be reviewed administratively through the building permit process. Review time frames have been revised so they are consistent with federal regulations.

Chapter 1500 Subdivision Regulations

Changes to the subdivision regulation include consolidation of standards for approval, elimination of redundant and outdated sections, a new expedited process for lot line adjustments, updating the variance process and the use of a developer agreement.

Consolidation of Standards

In the current code, the findings for approval are located in several sections of the subdivision regulations. There are separate findings for plat approval, lot splits, registered land surveys and variances. They have been consolidated into one section at the beginning of the chapter.

Elimination of Outdated and Redundant Sections

The current code was originally drafted when the city was growing and had large tracts of undeveloped land. Sections of the code are a reflection of those times. They include references to

unsewered and future developable areas. The City is now fully developed and those sections of the code that reference unsewered areas, private septic systems and the Development District have been eliminated.

Expedited Process for Lot Line Adjustments

The current procedure requires that a property owner go through the formal lot split process to make adjustments to an existing common boundary. That has been changed to a Exception for Boundary Adjustment. A subdivision exception may be used with the adjustment of a lot line by the relocation of a common boundary. The adjustment cannot result in the creation of any new lots. The Commission will hold a public hearing and make a determination with an appeal to the City Council available.

Developer Agreement

The current subdivision regulations, Chapter 11-2200, is 22 pages long. Much of the chapter deals with design requirements, necessary improvements, and monetary assurances that public infrastructure will be built. These technical provisions have been revised, consolidated and included in a new developer agreement that will detail the obligations of the city and developer. A general description of the type of improvements required and the requirement for a developer agreement remains in the subdivision regulations.

Variance Procedure

The subdivision regulations include a process for an applicant to apply for a variance to the subdivision regulations. The procedure includes a public hearing and a recommendation by the Commission to the City Council. A 2/3 majority at the Council level is required to approve a plat with variances. Because of vagueness in the language, however, it is difficult to tell if the 2/3 majority is required for preliminary plat, final plat, or both. The draft requires 2/3 majority at both preliminary and final plat.

Planning Commission Meeting

At the Planning Commission meeting held on February 21, 2013 no one spoke at the public hearing. After reviewing the changes to each chapter the Commission made a change to Section 11-1206.2 (8). They changed to time frame for requiring a dumpster enclosure from three years to a specific date, June 1, 2014. The Commission voted 7:0 to recommend approval of the proposed changes to Title 11.

RECOMMENDATION

In Planning Case 09-20, City Council **introduce** the attached ordinance adopting the proposed changes to Title 11.

Attachments

Ordinance

ORDINANCE NO.

AN ORDINANCE REPEALING TITLE 11, LAND DEVELOPMENT REGULATIONS IN ITS ENTIRETY AND REPEALING CHAPTER 13-1200, COMMERCIAL USE ANTENNAS AND ANTENNA TOWERS IN ITS ENTIRETY AND THEREBY AMENDING REVISED CITY CODE – 1982 BY ADDING NEW TITLE 11, LAND DEVELOPMENT REGULATIONS

The City of Coon Rapids does ordain:

Section 1. Revised City Code – 1982 Title 11, Land Development Regulations is hereby repealed in its entirety.

Section 2. Revised City Code – 1982 Chapter 13-1200, Commercial Use Antennas and Antenna Towers is hereby repealed in its entirety.

Section 3. Revised City Code – 1982 is hereby amended by adding Title 11, Land Development Regulations as follows: (additions double underlined)

CITY OF COON RAPIDS, MINNESOTA

CHAPTER 11-100

PURPOSE AND GOALS

11-101 Purpose and Goals. The City of Coon Rapids adopts these Land Development Regulations to promote the public health, safety and general welfare, and to achieve the following goals: to develop a community that provides a full range of opportunities for personal development and participation in community affairs; to promote orderly development; to improve and ensure safety in all transportation movements, especially within neighborhoods; to promote safety from fire and other dangers; to control the density of development so that property can be adequately served by schools, recreation, public safety, utility systems and other public, private, or franchised infrastructure; to ensure that the ecology and natural environment are protected; to build a distinctive physical environment through a desirable and workable network of natural features, land uses, and transportation systems; to promote an economic base capable of supporting the desired standard of living for all residents; to enhance the City's image; to enhance the value of the City's land and structures; to provide every resident with choices for homes suited to varied needs and lifestyles in an appropriate environment for daily living; to achieve the goals and objectives documented in the City's Comprehensive

Development Plan; to guide and direct new growth and promote efficient development; and to ensure that new growth and redevelopment is sensitive to existing conforming development while responding to future needs of the community.

CITY OF COON RAPIDS, MINNESOTA

CHAPTER 11-200

DEFINITIONS

11-201 Definitions. For the purposes of this Title the following definitions apply:

Abutting – Contiguous to, having a common border with.
Adult Oriented Business – "Adult oriented business" includes, but is not limited to,

(a) Adult body painting studios, adult bookstores, adult cabarets, adult conversation or rap parlors, adult entertainment centers, adult health or sports clubs, adult hotels or motels, adult massage parlors, adult modeling studios, adult motion picture theaters, adult novelty businesses, adult saunas, or steam rooms;

(b) any business that is conducted exclusively for the patronage of adults and that excludes minors from the premises, either by operation of law or by the owners of the business;

(c) any business that (i) derives 25 percent or more of its gross receipts during any calendar month from, or (ii) devotes 25 percent or more of its floor area (not including storerooms, stock areas, bathrooms, basements or any portion of the business not open to customers) to items, merchandise, devices, or other materials distinguished or characterized by an emphasis or material depicting, exposing, describing, discussing, or relating to specified sexual activities or specified anatomical areas;

(d) any premises to which public patrons or members are invited or admitted and which are so physically arranged as to provide booths, cubicles, rooms, compartments or stalls separated from the common areas of the premises for the purposes of viewing adult oriented motion pictures, or wherein an entertainer provides adult entertainment to a member of the public, a patron or a member, whether or not such adult entertainment is held, conducted, operated or maintained for a profit, direct or indirect. *From Sect 5-2202(1)*

Agricultural Use- The employment of land by raising, harvesting, and selling crops, or feeding (including grazing), breeding, managing, selling, or producing livestock, poultry, fur-bearing animals or honeybees, or by dairying and the sale of dairy products, by any other horticultural, floricultural or viticultural use, by animal husbandry, or by any combination thereof. It also includes the current employment of land for the primary purpose of stabling or training equines including, but not limited to, providing riding lessons, training clinics and schooling shows.
Alley - A public or private right-of-way of at least 18 feet in width which is primarily designed to provide a secondary access to abutting property.
Animal Agricultural - Animals such as cows, sheep, pigs, potbellied pigs, bees, goats, swine, llamas, mules, horses or other hoofed animal, chickens, ducks, or other agricultural animals or domestic fowl.

Animal Domestic - Non-poisonous snakes or snakes not prohibited by this Chapter, birds kept indoors, non-poisonous spiders, turtles, lizards, hamsters, chinchillas, mice, rabbits, gerbils, white rats, guinea pigs, or similar small animals capable of being maintained continuously in cages and indoors.
Architecturally Decorated - An element, design, or motif, installed, attached, painted, or applied to the exterior of a building or structure for the purpose of ornamentation or artistic expression.
Automobile Rental Facility - A business whose primary purpose is the rental of automobiles, trucks of one ton or less, or passenger vans, to include associated office activities, parking and storage of rental vehicles, and minor service of those vehicles. "Minor service" for this purpose is limited to activities such as fluid top-off, tire inflation, cleaning, and bulb and fuse replacement, but does not include oil changes, mechanical work, or body work.
Automobile Repair, Major - General repair, rebuilding, or reconditioning of engines, motor vehicles, or trailers, including body work, framework, welding, and major painting service.
Automobile Repair, Minor - The replacement of any part or repair of any part that does not require removal of the engine head or pan, engine transmission or differential; incidental body and fender work, minor painting and upholstering service. Above stated is applied to passenger automobiles and trucks not in excess of 7,000 pounds gross weight.

Basement – That portion of a building between floor and ceiling which is partly below and partly above grade, but so located that the vertical distance from grade to the floor below is less than the vertical distance from grade to ceiling.
Block - A tract of land bounded by streets, public parks, cemeteries, railroad right-of-ways, shorelines, or boundary lines of the City.
Boarding House/Rooming House - A single-family dwelling where more than two, but fewer than six rooms are provided for lodging for definite periods of times. Meals may or may not be provided, but there is one common kitchen facility. No meals are provided to outside guests.
Building - Any structure having a roof built for the shelter or enclosure of persons, animals, or chattels.
Building Height - The vertical distance between the highest adjoining ground level at the building or ten feet above the lowest ground level, whichever is lower, and the highest point of a flat roof or average height of the highest gable of a pitched or hipped roof.
Business - Any establishment, occupation, employment, or enterprise wherein merchandise is manufactured, exhibited, stored, sold, or where services are offered for compensation.

Channel - That portion of the watercourse normally occupied by a stream under average annual flow conditions, having a natural depression of perceptible extent, with definite bed and banks to confine and conduct flowing water.
City Plans - All plans approved by the City Council.

Clinic, Medical and Dental - Those activities that are of, or connected with, the art of diagnosing, treating, curing, and preventing of disease, relieving pain, and improving or preserving the health of human beings.

Commercial Speech - Speech advertising a business, profession, commodity, service or entertainment.

Commercial Use Antenna - A device used to transmit and/or receive radio or electromagnetic waves directly or indirectly related to commercial wireless telecommunication services and cellular services.

Commercial Use Antenna Tower - Any pole, spire, lattice, or similar structure or combination thereof, greater than 20 feet in height, whether free standing or mounted on a roof or other structure, to which a commercial use antenna is attached or which is designed for an antenna to be attached, and all supporting materials.

Commercial Wireless Telecommunications Service - Licensed wireless telecommunication services including cellular, personal communications services (PCS), specialized mobilized radio (SMR), enhanced specialized mobilized radio (ESMR), paging, and similar services that are marketed to the general public.

Common Open Space - Land, water, or a combination of land and water within a planned residential development which is designed and intended for the use and enjoyment of residents of the development. Common open space includes all land within a development, except for individual building lots and land accepted for public dedication

Community Correctional Facility – A facility where one or more persons reside on a 24 hours basis under the care and supervision of a program licensed by the Minnesota Department of Corrections, excluding prisons and jails.

Community Residential Facility –Any facility, public or private, which for gain or otherwise, regularly provides one or more persons with a 24 hour per day substitute for care, food, lodging, training, education, supervision, habilitation, rehabilitation, and treatment they need, but which for any reason cannot be furnished in the persons own home. Residential facilities include, but are not limited to: State institutions under the control of the Commissioner of Human Services, foster homes, residential treatment centers, maternity shelters, group homes, residential programs, supportive living residences for functionally impaired adults, or schools for handicapped children.

Compatible - Any uses that do not cause a:

(a) Likeness to a degree to cause monotony.

(b) Difference to a degree to cause incongruity.

(c) Lower value so as to cause depreciation of neighborhood values.

(d) Nuisance; compared to existing or other proposed structures or uses. Types of nuisance characteristics include: noise, dust, odors, glare, unsightly building exterior, unsightly exterior storage, traffic generation signs, refuse, or lack of landscaping.

Convenience Store - A retail store having a maximum floor area of 5,500 square feet that offers for sale household and convenience items, food or other miscellaneous retail goods and gasoline.

Crawl Space - The portion of a building between the underside of the lowest finished floor and the ground under the building. This area may or may not be enclosed.
Curtain Wall - An exterior non-load bearing wall made up of panels of stone, glass, concrete, or masonry.

Day Care Facility - Any facility, public or private, which for gain or otherwise, regularly provides one or more persons with care, training, supervision, habilitation, rehabilitation, or developmental guidance on a regular basis, for periods of less than 24 hours per day, in a place other than the persons own home. Day care facilities include, but are not limited to: family day care homes, group family day care homes, day care centers, day nurseries, nursery schools, developmental achievement centers, day treatment programs, adult day care centers and day services.
Developer - Any person who owns or controls land which is to be developed.
Director - The Community Development Director for the City of Coon Rapids or designee.
Dwelling - A building or part of a building, containing living, sleeping, cooking, housekeeping accommodations, and sanitary facilities for occupancy by one or more persons.
Dwelling, Duplex - A building designed as a single structure, containing two separate living units, each of which is designed to be occupied as a separate, independent permanent residence.
Dwelling, Multi-Family- A building or portion thereof containing three or more dwelling units.
Dwelling, Single Family Attached - A building designed for or used exclusively for residential purposes by one or more persons located on individual lots but joined along one or more lot lines.
Dwelling, Single Family Detached - A detached building designed for or used exclusively for residential purposes by one family located on an individual lot which is not attached to any other dwelling unit by any means.
Dwelling, Two Family – See Dwelling, Duplex

Easement - A grant by a property owner of the use of land for a specific purpose.
Expansion - (a) The enlargement or extension of a use or structure so that it occupies a greater area of land, building space, or floor area.

(b) A change that increases the intensity of a use, the useable floor area, or the height or volume of a structure.

(c) The movement of a use to another area within a lot or to another structure, or within another portion of a structure.

(d) The replacement of non-dynamic with dynamic signage, or the increase in frequency or visual intensity of dynamic signage.

(e) The replacement of more than 25percent of the structural components, including, but not limited to, beams, studs, joists, or rafters, or more than 25percent of a foundation of a structure.

Equal Degree of Encroachment - A method of determining the location of floodway boundaries so that floodplain lands of both sides of a stream are capable of conveying a proportionate share of flood flows. This is determined by considering the effect of encroachment on the hydraulic efficiency of the floodplain along both sides of a stream for a significant distance.
Educational Facility, College - An institution for post-secondary education, public or private, offering courses in general, technical, or religious education and not operated for profit. It operates in buildings owned or leased by the institution for administrative and faculty offices, classrooms, laboratories, chapels, auditoriums, lecture halls, libraries, student and faculty centers, athletic facilities, dormitories, fraternities, and sororities, but not including colleges or trade schools operated for profit.
Educational Facility, Elementary - A public, private, or parochial school offering instruction for grades K-6.
Educational Facility, High School – A public, private, or parochial school offering instruction for grades 9-12.
Educational Facility, Middle School - A public, private, or parochial school offering instruction for grades 6-9

Family - A family is:

(a) An individual, or a group of persons related by blood, marriage, or adoption, including foster children, living together as a single housekeeping unit.

(b) A group of not more than six persons who need not be related by blood, marriage, or adoption, living together as a single housekeeping unit.

Feedlot - The breeding or confining of animals, except domestic household pets.
Financial Institution - An institution established for the receiving, keeping, lending, or sometimes issuing of money and making easier the exchange of funds by checks, notes, etc. These include, but are not limited to, banks, mortgage bankers, savings and loan associations, and similar lending or banking institutions.
Finished Floor Area - The floor area of a dwelling or dwelling unit whose ceiling height is not less than seven feet. To qualify for finished floor area, the room's walls and ceiling must be covered with plaster, paneling, dry-wall, tile, or similar materials, and its floor must be covered with hardwood, carpeting, tiles, or some similar material in a completed and finished manner. Finished floor area includes, for rooms with sloped ceilings, the floor area beneath a ceiling height of at least five feet, provided at least 50 percent of the floor area of the room has a ceiling height of at least seven feet. No portion of finished floor area will consist of exposed concrete, concrete blocks, studs, or joists, whether painted or not. Finished floor area may include bedrooms, family rooms, dens, and similar areas, but will not include basements and areas devoted to uses accessory to the operation of the dwelling including, but not limited to, furnace rooms, laundry rooms, storage rooms, and workshops.
Flood, Regional - A flood which can be expected to occur on an average of once every 100 years.

Flood Fringe - That portion of the floodplain outside the floodway.
Flood Protection Elevation - A point 24 inches above the limit of the regional flood.
Floodplain - The beds proper and the areas adjoining a wetland, lake or a watercourse which have been or hereafter may be covered by the regional flood.
Floodway - The channel of the watercourse and those portions of the adjoining floodplain which are reasonably required to carry and discharge the regional flood.
Floor Area - The gross horizontal area of the main floor of a structure plus the horizontal area of any other floor level having a minimum vertical clearance or ceiling height of five feet.
Floor Area Ratio - The total square footage of the structure divided by the total square footage of the lot.
Foster Child - A child placed in a private home for care and maintenance by a parent, guardian or a duly accredited and established public or private welfare agency. A child shall mean anyone 17 years of age or under or a person 18 years of age or older if for reasons of mental or physical disability they still require the care and protection needed by person 17 years of age or under.
Frontage, Business - An exterior building wall that faces a public street or contains a public entrance.
Frontage, Street - The linear length in feet of the property line adjacent to public street(s). An interior lot has one street frontage and a corner lot has two or more street frontages.
Functionally Impaired - For the purposes of residential facilities and day care facilities, means having a condition that includes having substantial difficulty in carrying out one or more of the essential major activities of daily living, such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, working, or having a disorder of thought or mood that significantly impairs judgment, behavior, capacity to recognize reality, or ability to cope with the ordinary demands of life and requiring support to maintain independence in the community.

Garage/Storage Structure, Private - An accessory structure or accessory portion of the principal structure which is used by a resident of the property to store motor vehicles, major recreational equipment, or other personal property.
Garden Center/Nursery, Retail - The retail sales of any article, substance, or commodity related to the planting, maintenance, or harvesting of garden plants, shrubs, trees, packaged fertilizers, soils, chemicals, or other nursery goods and related products in small quantities to the consumer.
Governmental Buildings and Facilities - Any building, structure, serving certain governmental functions. These uses are intended to include uses that are supportive of governmental functions such as public works facilities, fire stations, police stations and holding facilities, correctional facilities, jails, wells, water towers and water treatment facilities and waste handling or processing facilities. These uses are intended to be distinguished from governmental offices and essential services.
Governmental Offices - Any facility, building, and structure for the purpose of providing governmental services to the general public. Uses are generally compatible with office and

residential uses and include city offices, county offices, courthouses, jail cells operated exclusively in conjunction with and incidental to Anoka County or City courtroom functions, libraries, and post offices. These uses are intended for the direct provision of governmental services to the public as distinguished from governmental buildings and facilities.

Grade - The slope specified in percent of the feet of vertical change in elevation for each 100 feet horizontally.

Grade Landing - The grade required on all streets intersecting with collector or arterial streets.

Ground Level Storage Container – Any container similar in design to a semitrailer, but not equipped with wheels for travel on a public roadway and which is delivered to the site preassembled, and with or without a ground-level entrance, excluding containers designed and used for the storage of garbage, trash, rubbish, recycling, and similar materials in conformance with the City Code.

Highway Corridor - That strip of land 175 feet in width as measured on a line perpendicular to the rights-of-way for U.S. Highway 10, Trunk Highway 610 and Trunk Highway 47. "Highway corridor" excludes the following areas:

(a) any land within the Mississippi River Corridor as described in Section 11-1001;

(b) Trunk Highway 610 between its Coon Rapids Boulevard interchange and its terminus in the City;

(c) U.S. Highway 10 between its University Avenue interchange and its Foley Boulevard interchange; and

(d) Trunk Highway 47 between its Coon Rapids Boulevard interchange and its Foley Boulevard interchange.

Home Based Retail Sale - The incidental selling at retail of new and used goods and products from a residential unit, a structure accessory to a residential unit, or outside on the same property as the residential unit including, but not limited to, a garage sale, yard sale, sample sale, estate sale, moving sale, craft sale, or boutique, as those terms are commonly understood. Home Based Retail Sale shall not include the incidental and occasional sale of an individual item from a residential unit unless the item is displayed for sale outside of a structure.

Home Occupation - A gainful occupation engaged in on residential property by a resident of that property. Home Based Retail Sales is not considered a home occupation. Neither are the activities of a foster parent, a live-in child care provider, a live-in domestic worker or attendant, or similar caregiver be considered a home occupation.

Hotel – An establishment containing rooming units providing temporary lodging accommodations to the general public, and customary lodging services, including maid service, the furnishing and upkeep of furniture and bed linens, and which may provide additional services such as restaurants, meeting rooms, entertainment, and recreational facilities

Improvement - A repair that provides newer, longer-lasting, or more efficient materials.

Interchange - That area where a roadway or highway intersects with the highway corridor and includes any portion of an interchange located within the City of Coon Rapids. An "interchange" is measured from the beginning of the highway exit ramp to the end of the entrance ramp, or, in the event of designated exit and entrance lanes, from the point of divergency through convergence with the main lanes of travel.

Interim Use - A temporary use of property until a particular date, until the occurrence of a particular event, or until zoning regulations no longer permit it.

Impervious Surface - Any hard-surfaced, man-made area that does not readily absorb or retain water, including but not limited to building roofs, parking and driveway areas, graveled areas, sidewalks, patios and paved recreation areas.

Industry, Light - A use that involves the manufacturing, production, processing, fabrication, assembly, treatment, repair, or packaging of finished products or parts, predominantly from previously manufactured, prepared or refined materials (or from raw materials that do not need refining), but excluding basic industrial processing. Warehousing, wholesaling, and distribution of the finished products produced at the site is allowed as part of this use.

Junk Vehicle - Includes any motor vehicle or trailer which is not in an operable condition; or which is partially dismantled; or which is used for the sale of parts; or as a source of repair and replacement parts for other vehicles; or which is kept for scrapping, dismantling, or salvage; or is unlicensed or unregistered; or is parked off an improved surface in a front or side yard or any combination therein. The following vehicles are not considered junk vehicles:

(a) An unlicensed vehicle for sale in an automobile sales lot.

(b) A collector vehicle registered as a pioneer, classic, collector or street vehicle, as defined in M.S.A. 168.10, if actively being restored.

(c) One vehicle being actively repaired by a resident of the premise, inside a building, garage or accessory structure, in which the vehicle is located for a period not to exceed seven days.

Junkyard - An open area where waste and used materials are bought, sold, exchanged, stored, packed, disassembled, or handled, including, but not limited to, scrap iron and other metals, paper, rags, rubber, wires, and bottles. A junkyard includes an auto wrecking yard, but does not include uses that are entirely within enclosed buildings or City Council-approved recycling centers.

Kennel - A business where three or more dogs, cats, or any combination thereof, are kept, boarded, bred, or offered for sale. The term kennel does not include animal hospitals, veterinary clinics, or pet stores.

Licensed Engineer - An engineer licensed by the Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, and Interior Design.

Live/Work Unit - A live/work unit is a single family dwelling unit, part of which may be used as business.
Lodging Room - A room rented as sleeping and living quarters, but without cooking facilities. In a suite of rooms without cooking facilities, each room which provides sleeping accommodation shall be counted as one lodging room.
Lot - A parcel of land intended for transfer of ownership or for building development.
Lot, Corner - A lot within a plat which is bounded on two sides by intersecting streets.
Lot, Double Frontage or Through Lot - A lot which has a front line abutting on a street and a back or rear line abutting another. A corner lot shall not be considered as a double frontage lot.
Lot, Flag - A lot so shaped and designed that the main building site area is set back from the street on which it fronts and includes a narrow access strip connecting the main building site with the frontage street.
Lot Depth - The shortest distance between the front and rear lot lines, measured at the side yard setback line of the shortest side lot line.
Lot Grade – Lot grade for purposes of this Section means the lowest point of elevation of the finished surface of the ground, paving, or sidewalk within the area between the building and a line five feet from the sidewall of the building.
Lot Line - The lines bounding a lot.
Lot Line, Front - The boundary of a lot abutting a public street right-of-way. In the case of a corner lot, the front shall be the lot side having the shortest dimension on a public street. If the dimensions of a corner lot are within 10 percent of being equal, the owner may select either street lot line as the front lot line.
Lot Line, Rear - Any boundary of a lot which is opposite the front lot line. If the rear lot line is less than 10 feet in length, or if the lot forms a point at the rear, the rear lot line shall be a line 10 feet in length within the lot, connecting the side lot lines and parallel to the front lot line.
Lot Line, Side - Any boundary of a lot which is not a front lot line or a rear lot line.
Lot Split - A subdivision of a parcel of land into two lots along an existing public street not involving the opening, widening, or extension of any public street.
Lot Width - The shortest distance between the side lot lines, measured within the first 30 feet of lot depth, commencing at the front yard setback line.

Major Recreation Equipment – Major recreational equipment includes, but is not limited to: travel trailers, boats, converted busses, coaches, pickup campers, campers, motorized dwellings, race cars, and dune buggies. It does not include vehicles used predominantly for domestic or employment-related transportation.
Maintenance - A Repair that remedies only normal wear and tear, or cleans surfaces.
Manufacturing Uses - All manufacturing, compounding, processing, packaging, treatment, or assembly of products and materials.

Measured Distance - All measured distances shall be to the nearest integral foot. If a fraction is one-half foot or less, the integral foot next below shall be used. Measurements between or up to buildings shall be taken to the nearest point of the vertical building wall.
Metes and Bounds - A method of property description whereby properties are described by means of their direction and distance from an easily identifiable location.
Mobile Home - A factory-built structure equipped with the necessary service connections and made so as to be readily movable as a unit on its own running gear and designed to be a relocatable structure used for any occupancy without a permanent foundation, but shall not include motor vehicles as defined in Minn. Stat. §169.011, subd. 42, or recreational camping vehicles as defined in Minn. Stat. §327.14, subd. 7. The phrase "without a permanent foundation" indicates that the support system is constructed with the intent that the mobile home placed thereon will be moved from time to time at the convenience of the owner.
Mobile Home Lot - A parcel of land for the placement of a single mobile home and the exclusive use of its occupants.
Mobile Home Park - Any site or tract of land upon which two or more occupied mobile homes are set.
Multiple Pet Location - A place not constituting a kennel where three or more dogs, cats, or any combination thereof, over six months of age are kept.
Multiple Tenant Building - A building that has more than one tenant, and each tenant has a separate ground level exterior public entrance.

Noncommercial Speech - Dissemination of messages not classified as Commercial Speech which include, but are not limited to, messages concerning political, religious, social, ideological, public service and informational topics.
Nonconforming Use - The lawful use or occupation of land or of a structure existing at the time the City Code is adopted or amended so as to create a nonconformity under Minn. Stat. §462.357, subd.1e.

Nursing Home - A State-licensed facility used to provide care for aged or infirm persons who require nursing care and related services in accordance with these regulations. Examples of nursing care: bedside care, including administration of medications, irrigations, and catheterizations; applications of dressings or bandages; rehabilitative nursing techniques; and other treatments prescribed by a physician which require technical knowledge, skill, and judgment as possessed by a registered nurse.

Office Use - Those commercial activities that take place in office buildings, where goods are not produced, sold, or repaired. These include, but are not limited to: general offices; governmental offices; insurance offices; personal loan agencies; professional offices; real estate offices; travel agency or transportation ticket offices; or telephone exchange offices.

Off Drive Parking Area – An off street, improved surface area connected to a driveway intended for the parking of vehicles.
Off Street Loading Space - A space accessible from a street, alley, or driveway for use while loading or unloading merchandise or materials.
Outdoor Living Room - A structure, attached to an accessory structure or freestanding, containing a hard-surfaced floor on ground level covered by a roof and containing no more than 50 percent permanent, solid walls.
Outdoor Storage - The exterior stockpiling or safekeeping of materials, machinery, equipment, tools, products, vehicles, special mobile equipment, trailers, ground level storage containers, shopping carts and accessories thereto.
Outlot - A parcel of land on a plat which has not been designated as a buildable lot, due to insufficient size or frontage, peculiar site characteristics, topographical problems; or one which is not ready for development due to lack of public improvements.

Parking Space, Common - A townhouse or multiple dwelling parking space designed and located to be clearly available to all residents and guests alike.
Parking Space, Tandem - The single unstacked parking spaces immediately in front of an attached garage door.
Patio - A hard-surfaced area not covered nor designed or intended to be covered by a roof, excluding sidewalks, walkways around swimming pools, or driveways.
Persons - For the purposes of residential facilities and day care facilities, means an adult who is handicapped by reason of mental retardation, mental illness, chemical dependency, or physical handicap; a child, whether handicapped or not; and, for purposes of adult day care, adult foster care, and supportive living residences, an adult who is functionally impaired.
Phase - A specified portion of a planned unit development that may be developed as an independent entity as delineated in the preliminary development plan and specified within the phasing schedule.
Physical Fitness Center – A facility, other than those defined and regulated by Chapter 5-2200 (Adult Oriented Businesses), whose primary purpose is the on-site provision of physical fitness services or equipment, such as: physical fitness training; exercise, aerobics, and similar classes; weight lifting and similar apparatus; running tracks; treadmills and similar apparatus; courts or areas for sports or play; and swimming pools.
Personal Service Establishment - A place where, for a fee, personal care and appearance services are provided to individuals on the premises. Such uses traditionally include beauty parlors, barber shops, nail salons, day spas and tanning salons, tattoo and body piercing parlors and therapeutic massage establishments when operated by a certified, licensed (by the City) massage therapist.
Place of Assembly – A facility that has organized services, meetings, or programs to benefit, educate, entertain, or promote discourse amongst the residents of the community in a public or

private setting. Assembly includes such uses as a community center, theaters, and private clubs and lodges.

Place of Worship - A building or place, together with its accessory buildings and uses, where persons regularly assemble for religious worship and which is maintained and controlled by a religious body organized to sustain public worship.

Planned Unit Development - An area of land, controlled by a single entity, the plan for which does not correspond in lot size, bulk, or type of dwelling, density, lot coverage, or required open space to the regulations in any conventional zoning district.

Plat - A method of land subdivision.

Plat, Final - The map or plan of record of a subdivision, and any accompanying material required by the City Council.

Plat, Preliminary – The preliminary map or drawing indicating the proposed layout of the subdivision to be submitted to the city for consideration by the planning commission and city council.

Porch - A covered unheated area adjoining an entrance to a building and usually having a separate roof, not more than 60 percent enclosed by walls and attached to the main building for the purpose of sheltering from the rays of the sun and from rain and weather.

Port or Port District – A Preservation or Renovation Tract is a defined zoning district within the City, created with the intent of encouraging development or redevelopment according to a defined theme, within a defined framework of public and private improvements and amenities.

Port Elements Plan – A city-developed plan, adopted by resolution, to promote Port continuity and theme that may prescribe, in both graphic and verbal form, public and private improvements including, but not limited to, site architecture, landscape materials and treatments, lighting design, building treatments and colors, signage, fences, walls, railings, seating, litter receptacles, and other street furniture and structures.

Port Master Plan – A conceptual plan for an entire Port that includes, but is not limited to, proposed uses and use relationships, densities or Floor Area Ratios for each use classification, site circulation, pedestrian systems, parking plans, open space locations, and examples of proposed building types. A Port Master Plan may be developed by the City or by a private developer, landowner, or other applicant.

Pre-application - A preliminary consultation between a subdivider or developer and administrative officials of the City, in order to discuss the person's intent to subdivide or develop a piece of land. Pre-application is advised to give direction to developers.

Public Improvement - Any facility for which the City of Coon Rapids or other governmental agency may ultimately assume the responsibility for maintenance and operation.

Recreational Equipment - Equipment used as an accessory use by residents of the lot where located. Such equipment shall include swing sets, volleyball sets, tennis courts, horseshoes, and similar equipment.

Repair - A change to a property that restores by replacing a part or putting together what is broken or damaged.
Replacement - A Repair that exactly conforms to the original state or condition of the structure.
Research - Medical, chemical, electrical, metallurgical, or other scientific research.
Reserve Strip - A narrow strip of land between property and a public street right-of-way that acts as a buffer for the property.
Residential Area - An area of the City zoned for residential uses (LDR-1, LDR-2, MDR, HDR, MH) or guided for residential uses under the City's Comprehensive Development Plan, whether or not currently developed, or an area developed for residential uses under a Planned Unit Development, and areas of the City located within 500 feet of such residential uses as measured by a straight, perpendicular line.
Residential Floor Area – The gross horizontal area of the main floor of a structure plus the horizontal area of any other floor level having a minimum vertical clearance or ceiling height of five feet.
Residential Living Space – Includes, but is not limited to, all areas of a dwelling suitable and intended for living such as areas for sleeping, eating, or cooking as well as adjunct areas such as bathrooms, closets, halls, storage and utility space, and attached garages, but shall exclude three season porches and similar, unheated appurtenant structures.
Residential Property – All properties zoned or primarily used for residential purposes.
Restaurant, Fast Food - An establishment whose principal business is the sale of food and/or beverages in a ready-to-consume state for consumption either on the premises or off the premises as carry-out or delivered orders, but not including delicatessens within grocery stores or catering businesses.
Restoration - The process of the renewal and refurbishment to the original state or condition of the structure.
Right-of-Way - A strip of land occupied or intended to be occupied by a street, crosswalk, railroad, electric transmission line, oil or gas pipeline, water main, sanitary or storm sewer main, or for other conditional use.
Roadway - The portion of a right-of-way used for vehicular traffic.

Semitrailer – Semitrailer" means a vehicle of the truck type so designed and used in conjunction with the truck-tractor that a considerable part of its own weight or that of its load rests upon and is carried by the truck-tractor and shall include a trailer drawn by a truck-tractor, semitrailer combination.
Service Business - An establishment providing non-personal care or appearance services to individuals on the premises. Such uses traditionally include dry-cleaning (direct customer service; plants servicing more than one retail outlet are not permitted), interior decorating/upholstery, locksmith, mailing and packaging services, repair and/or servicing of carry-in items, tailor shop, picture framing and self serve laundromat.

Setback - The minimum required distance between a sign, parking lot, or the vertical wall of a building and a lot line.
Shopping Center - An integrated grouping of commercial stores, under single ownership or control.
Sidewalk - A paved surface for pedestrian use. A walkway.
Sight Triangle –The minimum sight triangle shall be defined as a triangle located at the corner of intersecting streets. The adjacent sides shall be located along the curb line, or gutter line of streets without curb and gutter, of the intersecting streets and shall be 50 feet in length. The third side shall be a straight line joining the end points of the adjacent sides.
Sign - Any name, identification, description, display, illustration, structure, emblem, or device which is affixed to, painted, or represented upon a building, bench, or other outdoor structure, vehicle, or piece of land, or which is located indoors in such manner so as to attract notice from outside the building, and which directs or is intended to direct attention to an object, product, place, activity, person, organization, or business. The structure supporting or intended to support a sign shall be considered part of that sign.
Sign, Above Roof - A sign which is attached to a building and projects above the roof line.
Sign, Area Identification - A ground sign that identifies a commercial, residential, institutional or industrial complex, unified development or shopping center. An area identification sign shall include the name of the complex development or center and/or its major tenant(s). If the area identification signs do not include the name of the complex or center, they shall be identical in copy.
Sign, Directory - A ground sign which provides space for the names of all tenants of a building.
Sign, Dynamic Display - Any portion of a sign that contains alphanumeric characters, graphics or symbols defined by a small number of matrix elements using different combinations of light emitting diodes (LEDs), fiber optics, light bulbs or other illumination device within the display area, including computer programmable, microprocessor controlled electronic displays or any other method or technology that allows the sign face to present a series of images or display.
Sign, Ground - A free-standing sign, including whatever structure is needed to support such sign.
Sign, Ground – Monument - A ground sign that contains a solid or enclosed base and where the sign support brace(s) is/are not visible. The monument sign base must be constructed of materials similar in appearance to those of the principal structure and consist of brick, natural stone, stucco, textured cast stone, or integrally colored concrete masonry units. The structure surrounding the face of the sign from the base to the top of the sign must be solid, continuous, and consist of the base materials or complementary materials that match the appearance and color of the principal building.
Sign, Ground – Pylon - A ground sign supported by visible upright braces placed in the ground.
Sign, Marquee, Awning and Canopy - Any message or identification which is affixed to or part of a marquee, awning, or canopy.

Sign, Municipal Entry Monuments - Signs or monuments located at street or highway entry points to the City which indicate, exclusive of any commercial message, that one is entering the City.

Sign, Off Premise - A sign which directs attention to a business, profession, commodity, service or entertainment which is conducted, offered, sold or manufactured elsewhere than on the premises upon which the sign is placed. "Off-premises sign" does not include the following:

(a) municipal entry monuments as described in Section 11-1202; and

(b) area identification signs for unified developments as described in Section 11-1202.

Sign, On Premise - A sign which advertises the business, commodity, service, or entertainment offered upon the same premises as those upon which the sign is built.

Sign, Portable - A sign constructed to be movable from one location to another and not permanently attached to the ground or to any immobile structure. Such sign consists of a mobile structure such as a semi-trailer, carriage, van, sled, or other device whose primary function during a specific time is to serve as a sign.

Sign, Readerboard - A permanent sign which is ancillary to and a part of the same sign structure as an on-premises ground sign, the message of which consists solely of manually changeable words, numbers or symbols. Such a sign is typically used to advertise events or sales rather than the business itself.

Sign, Real Estate - A sign advertising the sale, rental, or development of the premises upon which it stands, or directing attention to the opening or location of a new residential development.

Sign, Temporary - Any sign, banner, pennant, poster, or advertising display which is intended to be displayed for a limited period of time, and is not permanently affixed to the ground or a structure. Signs other than temporary signs will be considered permanent signs.

Sign, Wall - A sign affixed or a part of the exterior wall of a building and flush against it.

Sign Area - The area calculated from a figure formed by a line connecting the extreme points of the first and last letter or emblem of each line or the outline differentiating the sign from its background, whichever is larger. However, the area between a readerboard and the permanent message portion of an on-premises ground sign will not be calculated as part of the total sign area provided that the bottom of the readerboard is not more than 10 feet above the unaltered grade immediately below the sign. For a sign with two faces, only the area of one side will be used in computing the sign area.

Special Assistance Shelter - A facility providing temporary housing to indigent, needy, homeless, or transient persons; may also provide ancillary services such as counseling, vocational training, etc.

Special Mobile Equipment –Every vehicle not designed or used primarily for the transportation of persons or property and only incidentally operated or moved over a highway, including, but not limited to: ditch digging apparatus, moving dollies, and other machinery such as asphalt spreaders, bituminous mixers, bucket loaders, tractors, other than truck-tractors, ditchers,

leveling graders, finishing machines, motor graders, road rollers, scarifiers, earth-moving carryalls, scrapers, power shovels, draglines, self-propelled cranes, and earth-moving equipment.
Street - A public or private right-of-way which permits access by vehicles to abutting properties.
Street, Arterial - A street designed primarily for intercommunication between large land use units.
Street, Collector - A street designed to carry traffic from local streets to the system of major streets, arterials, and highways.
Street, Cul-de-sac - A local street with only one outlet and having an appropriate terminal for the safe and convenient reversal of traffic movement.
Street, Local - A street of limited continuity used primarily for access to the abutting properties and higher order streets.
Street, Marginal Access - A service drive or local street that is parallel and adjacent to a thoroughfare and which provides access to abutting properties and protection from through traffic.
Street Width - The shortest distance from back-of-curb to back-of-curb.
Structure - Anything constructed or erected that requires location on the ground or attached to something having location on the ground.
Structure, Accessory - A subordinate structure which is clearly and customarily incidental to the principal structure and which is located on the same lot as the principal structure.
Structure, Principal - A structure in which is conducted the principal use of the lot on which it is located.
Subdivision - The separation of an area, parcel, or tract of land under single ownership into two or more parcels, tracts, lots, or long-term leasehold interests where the creation of the leasehold interest necessitates the creation of streets, roads, or alleys, for residential, commercial, industrial, or other use or any combination thereof, except those separations:

(a) where all the resulting parcels, tracts, lots, or interests will be 20 acres or larger in size and 500 feet in width for residential uses and five acres or larger in size for commercial and industrial uses;

(b) creating cemetery lots;

(c) resulting from court orders, or the adjustment of a lot line by the relocation of a common boundary.

Three Season Porch - An enclosed attached entrance to the primary structure or an enclosed attached room on the outside of the structure which entrance or room is so constructed as not to be intended for habitation during the winter months.
Townhouse Group - A structure containing two or more contiguous Townhouse Units.
Townhouse Unit - One of a group of two or more single-family attached dwellings, in an association established by covenant to regulate common areas, having a wall or walls in common with other dwellings, but separate from any other structure except accessory buildings.

Townhouse Unit Lot - The lot upon which there is built or is proposed to be built one (1) townhouse unit.
Trade or Convention Center - A structure capable of accommodating in excess of 750 persons for purposes such as, but not limited to, concerts, short-term retail or wholesale activities, the large scale marketing, buying, or selling of goods or services, or sporting events.
Truck –Any motor vehicle designed, used, or maintained primarily for the transportation of property and not for the carrying of passengers.
Truck-tractor –Any motor vehicle designed and used primarily for drawing other vehicles and not so constructed as to carry a load other than a part of the weight of the vehicle and load so drawn.

Unified Development - A development of three or more principal buildings with common characteristics as determined by the Planning Commission. Common characteristics may include shared access, similar architecture, single ownership or history of site plan review approval.
Urgent Care Center - A medical facility, other than an emergency room, that provides only for the delivery of non-routine and non-scheduled medical care and triage of emergent illnesses and injuries.
Usable Open Space - Land which is not occupied by buildings, streets, or parking, or which is not part of the land required for building setbacks. Usable open space shall be suitable for recreational or scenic use and enjoyment by all the residents in the development.
Use, Accessory - A subordinate use which is clearly and customarily incidental to the principal use of a building or premises and which is located on the same lot as the principal building or use.
Use, Principal - The primary or predominant use of any lot, building, or structure.
Utilities, major – Electric power substations, high voltage transmission lines, railroads and gas pipelines,
Utility Uses - Transmission facilities and structures for electric power, oil, liquid and non-liquid fuel, gas, water, sewer, telephone, railroads, radio, or television.

Vehicle –A device used to transport passengers, goods or equipment that is subject to state registration.

Walkway - A paved surface for pedestrian use. A sidewalk.
Wall Graphics - A graphic design or decorative mural not intended for advertising purposes, which is painted directly on an exterior wall surface.
Warehousing - The storage of materials or equipment within an enclosed building.
Waterway - Any natural passageway in the surface of the earth through which, because of location and topography, surface water flows from other areas before reaching a final ponding area. The term “water way” includes all drainage structures that are constructed to conduct water from one place to another.

Wholesale Business - The selling of goods, equipment, and materials in bulk to another business which sells them to the final customer.

Yard – Open space between buildings and adjoining lot lines.
Yard, Front - A yard extending between the side lot lines across the front of a lot from the principal structure to the street right-of-way.
Yard, Rear - A yard extending between the side yard lines across the rear of the lot from the principal structure to the rear lot line.
Yard, Side - A yard extending between the principal structure and the side lot lines and the front and rear yards.
Yard, Street Side Yard – A yard extending between principal structure and the side street right-of-way and the front and rear yards.

Zoning - A plan implementation tool designed to reserve specified areas within the City for specific types of land uses. Limitations may be placed on the land, structures, or use, as specified in this Title.

CITY OF COON RAPIDS, MINNESOTA

CHAPTER 11-300

ADMINISTRATION

11-301 When Application is Required under this Title.

11-301.1 General Requirements. An application is required for the approval of land use changes or submission of plans for items listed in 11-304.1 through 11-304.11.

11-301.2 Special Rules for Site Plans.

The following table illustrates the requirements of this clause:

Project or Action		Site Plan Application Required	Reviewed by	Appeal to
Modifications to existing structures with no change in square feet		No, unless significant modification	Director	Board or Commission
Redevelopment or Additions to Existing Development	< 34percent square feet change; if located within the an overlay or special district <15percent	Discretionary with Director	Director; may refer to Board or Commission	Board or Commission
	>= 34percent change in SF; if located within an overlay or special district >=15percent	Yes	Board or Commission*	City Council

New Development	Yes, subject to exceptions	Board or Commission decision	City Council
		Board or Commission Recommendation; City Council Decision	N/A

*In some cases (typically in special districts), a Board or Commission is a recommending body.

(1) An approved application is required before the placement of any structure on or development or redevelopment of property, including paving or similar improvement, within the corporate limits of the City of Coon Rapids with the following exceptions:

(a) Construction of a single-family or two-family home and permitted accessory structures or landscaping on a residential parcel in other than a PORT, overlay, or special district.

(b) The removal of structures, trees, or other similar appurtenances to real property.

(c) The placement of utility structures below grade, or the repair, replacement, or removal of utilities above, at, or below grade.

(d) The grading of less than 1000 cubic yards of earth on the property.

(2) For additions less than 34percent of the square footage of the existing structure, the Director may waive an application, require an application for administrative review, or require an application for referral to the appropriate decision maker, at the Director's discretion, based on: visual impact of the change, intensity owing to the change, or a change in traffic, parking, or access.

(3) Modifications to existing structures that result in no change in the square footage of the structure do not require an application unless, in the determination of the Director, a modification varies from the approved development plan, or is a significant modification. In determining whether a modification is significant under this clause, the Director will consider the visual impact of the modification, the extent of the modification, its compatibility with neighboring uses, and whether it goes beyond painting, replacement of awnings or similar cosmetic changes which do not alter the character of the development. For modifications requiring an application under this clause, the Director is the decision maker, subject to appeal to the Planning Commission. The Director may modify the application requirements based on the modification requested.

(4) Driveways or other paving 30 feet or less in width.

(5) Landscaping that does not involve the construction of structures or stacking of retaining materials over four feet above grade.

11-301.3 Nothing herein eliminates the obligation to obtain other permits, licenses, or approvals as otherwise required by Coon Rapids City Code, or state or federal law.

11-302 Who may Apply. An application may be made by the City Council, the Planning Commission, Board of Adjustment and Appeals, owner, user, or the potential user of the subject property. For this Section, "user" or "potential user" means an entity with a legal interest in the property tantamount to ownership or control as pertaining to the application, and includes an option to purchase the property.

11-303 General Standards for Granting Applications. All applications to be granted must conform to the procedural requirements of this Chapter, and must comply with the requirements of the district or districts in which the lands to which they apply are situated, as well as with applicable General District Standards (Section 11-1200), and state and federal laws. Applications which can be granted only subject to external considerations, such as the granting of a variance or a permit from another state agency, may be accepted as complete applications; provided, the decision-making body may not approve an application unless conditioned upon the meeting of such external considerations.

11-304 Applications: When Used and Standards for Approval

11-304.1 Commercial Use Antennae.

(1) When used; Process. An application is required to construct or modify a commercial use antenna tower. For applications within a residential area, the Planning Commission, following a public hearing, must make a recommendation to the City Council, which makes a determination on the application. For all other areas of the City, the Director is the decision maker with an appeal available to the City Council

(2) Standards for Approval. Decisions will be based on compliance of the application with the provisions of Section 11- 1400.

11-304.2 Home Occupation Permits

(1) When used; Process. A business, that is accessory to the residential use of the property, that includes clients or customers coming to the residence or if a person not residing at the residence is employed at the residence, requires a Home Occupation Permit. A home occupation cannot include both clients or customers coming to the residence and someone not residing at the residence employed at the residence. The initial Home Occupation Permit is subject to Planning Commission review and approval; subsequent renewals are administrative. The Planning Commission must conduct a public hearing and is the decision maker, subject to appeal to the City Council. The Home Occupation Permit is issued in favor of the applicant, and does not run with the land. Such permit is not, however, transportable from one property to another. A permit is valid for two years, subject to revocation.

(2) Standards for Approval. To maintain the character and integrity of residential areas, and protect the health safety and general welfare of the surrounding

neighborhood, home occupations are permitted provided the applicant complies with the following standards:

(a) The establishment or maintenance of the home occupation will not be detrimental to the public health, safety, or general welfare;

(b) The home occupation will not be hazardous, detrimental, or disturbing to present and potential surrounding land uses due to noises, glare, smoke, dust, odor, fumes, water pollution, vibration, general unsightliness, electrical interference, or other nuisances;

(c) The home occupation will be located, designed, maintained, and operated to be compatible with the existing or intended character of the zoning district in which it will be situated;

(d) The home occupation will generate only minimal vehicular traffic on local streets and will not create traffic congestion, unsafe access, or parking needs that will cause inconvenience to the subject property as well as the adjoining properties: and

(e) The home occupation is clearly accessory use to the residential use of the property and does not change the character thereof.

(f) Nothing is discernible to surrounding properties indicating that a home occupation is being conducted except for a sign as permitted by Section 11- 1202, a garden, or one motor vehicle whose nature or signage indicates it is used in the business. There is no outdoor storage or display of equipment, merchandise or materials used in the home occupation.

(g) No external alterations are made that are not customarily found in dwellings and accessory buildings.

(h) If the home occupation is carried on in the garage, the minimum amount of required garage space is maintained as garage space.

(i) All vehicles brought to the property in conjunction with the business are parked in the driveway. Residents' vehicles are not parked in the streets to provide these driveway parking spaces. No parking spaces are improved to provide for the home occupation. Any vehicle whose nature or signage indicate it is used in the business is parked in the driveway or garage.

(j) No more than one person who does not reside on the premises works on the premises.

(k) No one is transported from the premises to a job site who does not reside on the premises.

(l) The home occupation is serviced by delivery vehicles no larger than 26,000 pounds gross vehicle weight.

(m) The following home occupations are prohibited: sales, except those items made on the premises or incidental to the service provided; repair of internal combustion engines of more than 12 horsepower; body shops; machine shops; welding; ammunition manufacturing; flea markets; motor vehicle repair, maintenance, service or sale; firearm

sales; tattoo parlors or other objectionable uses as determined by the City Council. Machine shops are defined as places where raw metal is fabricated, using machines that operate on more than 110 volts of current.

(n) The hours of operation are limited to between 9:00am and 8:00pm not to exceed a total of 30 hours per week.

(o) The Home Occupation can occupy no more than 400 square feet or 25percent of the above grade finished floor area of the principal structure, whichever is smaller.

(p) Storage of hazardous or flammable materials in excess of consumer quantities which are packaged for consumption by individual or household use is prohibited

11-304.3 Conditional Use Permits.

(1) When used; Process. A Conditional Use Permit application is required for approval of those uses designated in a zoning district that require specific conditions for approval. The Planning Commission must conduct a public hearing and is the decision maker, subject to appeal to the City Council.

(2) Standards for Approval. Some uses, while normally not suitable in a zoning district due to nuisance characteristics or incompatibility with permitted uses, are suitable under special circumstances. A use may be permitted as a conditional use if the decision maker finds the applicant demonstrates:

(a) The conditional use will be in conformity with the city's Comprehensive Land Use Plan, and with the purpose, intent, and applicable standards of this Title;

(b) The establishment or maintenance of the conditional use will not be detrimental to the public health, safety, or general welfare;

(c) The conditional use will be located, designed, maintained, and operated to be compatible with the existing or intended character of that zoning district;

(d) The conditional use will not depreciate property values;

(e) The conditional use will not be hazardous, detrimental, or disturbing to present and potential surrounding land uses due to noises, glare, smoke, dust, odor, fumes, water pollution, vibration, general unsightliness, electrical interference, or other nuisances;

(f) The conditional use will generate only minimal vehicular traffic on local streets and shall not create traffic congestion, unsafe access, or parking needs that will cause inconvenience to the adjoining properties;

(g) The conditional use will be served adequately by essential public services such as streets, police, fire protection, utilities, schools, and parks;

(h) The conditional use will not create excessive additional requirements at public cost for public facilities and services; and will not be detrimental to the economic welfare of the city;

(i) The conditional use will preserve and incorporate the site's important natural and scenic features into the development design;

(j) The conditional use will cause only minimal adverse environmental effects; and

(k) The City Council may waive one or more of the above requirements upon receipt of an application for a conditional use permit for a public building or utility structure, provided the Council shall first make a determination that the balancing of public interest between political subdivisions of the state would be best served by such waiver.

11-304.4 Elements Plans.

(1) When Used; Process. An Elements plan must be provided in a special district, PORT, or overlay district, unless specifically excluded in that district's special standards. An Elements Plan is adopted by City Council resolution to promote a development area's continuity and theme that may prescribe, in both graphic and verbal form, public and private improvements including, but not limited to, site architecture, landscape materials and treatments, lighting design, building treatments and colors, signage, fences, walls, railings, seating, litter receptacles, and other street furniture and structures. The Planning Commission makes a recommendation prior to City Council determination.

(2) Standards for Approval. An Elements Plan will:

(a) Improve visual appearance;

(b) Improve usability and safety;

(c) Create a unified corridor or district image;

(d) Provide a common, corridor or district wide theme; and

(e) Provide special enhancements and create unique Port or sub-district identities.

11-304.5 Master Plans.

(1) When used; Process. Master Plans are required in PORT districts and special districts, unless otherwise stated in that district's regulations. A Master Plan is a conceptual plan for a defined development area that includes, but is not limited to, proposed uses and use relationships, densities or Floor Area Ratios for each use classification, site circulation, pedestrian systems, parking plans, open space locations, and examples of proposed building types. The Planning Commission holds a public hearing and make a recommendation to City Council, which makes the determination on the plan.

(2) Standards for Approval. The findings necessary for approval of the Master Plan include, but are not limited to, the following:

(a) The Master Plan is consistent with the intent of this District.

(b) The Master Plan reflects development that

(i) is not detrimental to the public health, safety, or general welfare;

(ii) does not depreciate property values;

(iii) is not hazardous, detrimental, or disturbing to surrounding uses, or that creates pollution, vibration, general unsightliness, electrical interference, or other nuisances;

(iv) does not create traffic congestion, unsafe access, or parking needs that will cause inconvenience to adjoining properties;

(v) is served adequately by essential public services such as streets, police, fire protection, utilities, schools, and parks;

(vi) does not create excessive additional requirements at public cost for public facilities and services; and is not detrimental to the economic welfare of the City; and

(vii) causes minimal adverse environmental effects.

(c) Each phase or stage of the plan can, as an independent unit, meet the requirements of this Chapter and Title 11.

(d) The area surrounding the plan can be developed in coordination with and in substantial compatibility with the plan.

11-304.6 Mining Permits.

(1) When used; Process. Mining permits are required for any person to remove, store, fill or excavate rock, sand, dirt, gravel, clay, peat or similar material. For up to 1,000 cubic yards the permit is available from the Director. If over 1,000 cubic yards, a conditional use permit is required. Exceptions to the required permit are available per Section 11-1103.

(2) Standards for Approval. Mining permits are subject to the standards found in Section 11-1103 Mining and Land Reclamation.

11-304.7 Planned Unit Developments.

(1) When used; Process. A site plan that allows for design flexibility and creativity not normally allowed under the strict application of zoning regulations. The Planning Commission, following a public hearing, must make a recommendation to the City Council which makes a determination on the application.

(2) Standards for Approval. The findings necessary for approval shall include, but not be limited to, the following:

(a) The plan is consistent with the intent of this Chapter.

(b) The plan meets the standards required for a conditional use in Subsection 11-304.3.

(c) Each stage of the plan can exist as an independent unit.

(d) The area surrounding the plan can be developed in coordination with and in substantial compatibility with the plan.

(e) Any proposed density transfer is consistent with the preservation and enhancement of important natural features of the site.

(f) Any density bonus is consistent with Section 11-902.

(g) The plan exceeds the zoning district standards for uses most similar in function to the proposed uses.

11-304.8 Site Plans.

(1) When used; Process. A Site Plan is a plan that shows the structures and integration of uses on the property. The Planning Commission must conduct a public hearing and is the decision maker, subject to appeal to the City Council.

(2) Standards for Approval. The following findings must be made before a site plan may be approved. The site plan must:

(a) Be compatible with the surrounding land uses;

(b) Preserve existing natural features whenever possible;

(c) Achieve a safe and efficient circulation system;

(d) Not place excessive traffic loads on local streets;

(e) Conform to the city's plans for parks, streets, service drives, and walkways;

(f) Conform to the city's Comprehensive Land Use Plan;

(g) Achieve a maximum of safety, convenience, and amenities;

(h) Show sufficient landscaping to reasonably screen undesirable features and to enhance the image of the development;

(i) Not create detrimental disturbances to surrounding properties;

(j) Shall meet all the requirements of this Title, unless a variance has been granted from such requirements; and

(k) Show efforts to conserve energy whenever practical.

11-304.9 Variances.

(1) When used; Process. A request under Minn. Stat. 462.357 to vary from the standards of this title. A public hearing is required, and the Board of Adjustment and Appeals is the decision maker, subject to appeal to the City Council.

(2) Standards for Approval. A variance may be granted after the following findings are made:

(a) The variance is in harmony with the general purposes and intent of the ordinance from which the variance is requested.

(b) The variance is consistent with the Comprehensive Plan.

(c) The applicant demonstrates there are practical difficulties in complying with the ordinance from which the variance is sought. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems. Economic considerations alone do not constitute practical difficulties. In determining this standard, all the following must be met:

(i) Unless the variance is granted, the property cannot be used in a reasonable manner. If a property can be used reasonably without the granting of a variance, it can be used in a reasonable manner.

(ii) The variance requested must be the minimum to make reasonable use of the property.

(iii) The plight of the applicant or landowner is due to circumstances unique to the property not created by the applicant or landowner.

(iv) The variance, if granted, will not alter the essential character of the locality.

(d) Special exemption for earth-sheltered construction: Variances must be granted for earth sheltered construction as defined in Minn. Stat. §216C.06, subd. 14, when in harmony with the ordinance.

11-304.10 Rezonings and Comprehensive Land Use Plan Changes.

(1) When used; Process. An application is required to propose a change in the zoning or land use designation of a property. The Planning Commission, following a public hearing, must make a recommendation to the City Council, which makes a determination on the application.

(2) Standards for Approval. The determination whether to rezone a parcel must consider:

(a) The health, safety, order, convenience and general welfare;

(b) Effect on present and potential surrounding land uses; and

(c) Whether or not the proposal is in conformance with the City's Comprehensive Land Use Plan and any applicable development district.

11-304.11 Subdivisions of Land.

(1) When used; Process. An application is required to propose the subdivision of property. The Planning Commission, following a public hearing, must make a recommendation to the City Council, which makes a determination on the application.

(2) Standards for Approval. The determination whether to subdivide property must consider:

(a) Surrounding land uses, traffic control, zoning regulations, future developments, plans for parks, walkways, and street extensions, the availability of public sewer and water and conformance with the City's Comprehensive Plan.

(b) Subdivision are also subject to the standards found in Section 11-1500.

11-305 Application Process

11-305.1 Application Contents. The application must be in writing to the Community Development Director or designee ("Director") on such forms as the Director may designate. The application must include, but is not limited to:

(1) The signature of each owner or agent of the affected property;

(2) For zoning and Land Use Plan amendments, the proposed amendment to the text;

(3) The legal description of the property;

(3) The common address, if it exists;

(4) The present use;

(5) Any maps, drawing, and plans that the Director considers to be of value in considering the application.

(6) For conditional use permits, a description of the proposed conditional uses and a plan of the proposed site showing the location of all easements, lot lines, buildings, parking lots,

vehicular, bicycle and pedestrian circulation, open spaces, landscaping, and refuse and service areas.

(7) For site plans, a scaled drawing of the following items, unless waived by the Director:

(a) Lot or parcel;

(b) Existing grades and buildings within 100 feet of the site;

(c) Finished grades and proposed drainage;

(d) Proposed buildings and their entrances and exits;

(e) Interior circulation, including: bike and automobile parking spaces, loading spaces, driveways, stacking spaces, walks, curbing, and lighting;

(f) Recreation areas;

(g) Proposed landscaping specifications and locations;

(h) Existing trees of six inches in diameter or more; and

(i) Proposed screening.

(8) For variance requests, a description of the variance request and a statement demonstrating that the variance would conform to the requirements necessary for approval.

(9) For subdivisions of land, a preliminary and final plat under Section11-1500.

(10) A non-refundable application fee as set by ordinance. On proof of financial hardship, the City Manager, or the Manager's designee, may waive the application fee.

(11) If a written request is received that does not contain all required information, the Director must, within 15 business days of receipt of the request, notify the applicant in writing what information is missing. The Director may reject as incomplete a request not on a form designated by the Director.

11-305.2 Time Deadlines for Action. Upon receipt of a completed application for developments regulated by this Title enumerated in Minnesota Statutes §15.99, subd. 1c, the application must be approved or denied within 60 days, subject to any extension authorized by Minnesota Statutes §15.99, subd. 3. For land subdivisions, the time deadline is as regulated by Minnesota Statutes §462.358, or 120 days, whichever period is longer, subject to any extension authorized by Minnesota Statute. These time limits do not apply to city initiated applications, or in circumstances where the applicant waives the time limits.

11-305.3 Action on Application.

(1) The following table illustrates what actions are required for application determination:

Type of Application	Public Hearing	Planning Commission Action	BAA Action	Appeal to	City Council Action
Conditional Use Permit	Yes	Approve, approve subject to conditions or deny	N/A	City Council	Affirm, amend, or reject the decision on appeal

Site Plan	Yes	Approve, approve subject to conditions or deny	N/A	City Council	Affirm, amend, or reject the decision on appeal
Variance	Yes	N/A	Approve, approve with conditions, or deny[1]	City Council	Affirm, amend, or reject the decision on appeal
Master Plan in PORT, overlay, or special district	Yes	Recommendation to approve, deny, or modify	N/A	N/A	Approve or deny
Subdivision	Yes	Recommendation to approve, deny, or modify	N/A	N/A	Approve or deny
Commercial Antenna in a residential area	Yes	Recommendation to approve, deny, or modify	N/A	N/A	Approve or deny
Rezoning and Comprehensive Plan Amendment	Yes	Recommendation to approve, deny	N/A	N/A	Approve or deny
Home Occupation Permit	Yes	Approve, approve subject to conditions or deny	N/A	City Council	Affirm, amend, or reject the decision on appeal

(2) The Director has the authority to, and must deny an application if the Director finds:

(a) The proposed use or uses are not among the allowed uses in the zoning district;

(b) The application is not complete;

(c) The applicant has not paid all fees, charges, taxes, special assessments and other debts that are due from the applicant and payable to the City regarding any matter; or

[1] A majority of two-thirds (2/3) of those members voting on the motion is required to grant a variance. The Board of Adjustment and Appeals is not authorized to approve as a variance a use that is not permitted in the zoning district.

(d) The applicant is not in compliance with all ordinance requirements and attached conditions regarding other city approvals that have been granted to the applicant for any matter.

(3) For administrative applications, and otherwise where the Director is the decision maker, there is no public hearing. The Director must approve, deny, or approve with conditions the application. The Director may waive the requirements of subsection 11-305.3(2)(c) or (d) in the following circumstances:

(a) The applicant has provided sufficient safeguards to assure payment of debts or compliance with City requirements within a reasonable time after the City approval; or

(b) Enforcement of the requirements would result in a significant hardship to the applicant through no fault of the applicant, or would result in an otherwise unfair situation.

(4) An appeal of the determination of the Director under subsection (2) is to the Board of Adjustment and Appeals. The sole issue for the appeal is the propriety of the denial. An appeal of the Director under subsection (3) is to the appropriate decision maker for that type of application, who shall affirm, amend, or reject the Director's determination.

(5) When a vote on a resolution or properly made motion to approve an application fails for any reason, the failure shall constitute a denial of the request provided that those voting against the motion state on the record the reasons why they oppose the request.

(6) Except as provided in subsection 11-305.3(5), if an application is denied, the entity denying the request must state in writing the reasons for the denial at the time it denies the application and provide the applicant in writing a statement of the reasons for the denial. If the written statement is not adopted at the same time as the denial, it must be adopted at the next meeting following the denial of the request but before the expiration of the time allowed for making a decision under subsection 11-305.2. The written statement must be consistent with the reasons stated in the record at the time of the denial. The written statement must be provided to the applicant upon adoption.

11-305.4 <u>Timing of Hearings on Application; Public Notice.</u>

(1) Upon submission of a complete application, the Director must place the matter before the appropriate board or commission, subject to the timing rules herein. On applications where the Director is the decision maker, the decision must be made in accordance with subsection 11-305.3.

(2) For applications requiring a public hearing, if not specifically otherwise stated for the use involved, the following notice rules apply:

(a) The Director must publish notice of the public hearing in the official newspaper of the city at least 10 days and not more than 20 days before the day of the hearing. The notice shall include:

(i) the general description of the property, and the common name designation of its location, if it exists;

(ii) the time, place, and purpose of the hearing;

(iii) the entity before which the hearing will be held.

(b) The notice must also be mailed at least 10 and not more than 20 days before the day of such hearing to each owner of affected property and property situated wholly or partly within 350 feet of the outer boundaries of the property to which such action relates. Failure to give notice or any defects in the notice does not invalidate the proceedings.

11-305.5 Procedure Upon Hearing.

(1) If the application requires a public hearing, the hearing must be closed within 31 days of the initial agenda date, unless the applicant agrees to a continuance. The decision maker must act within 31 days of the date of the closing of the public hearing, if one is held, or within 60 days of the initial agenda date, unless the applicant agrees to a continuance. For actions in which the City Council is the initial decision maker, the Director shall place the item before the Council within 30 days of the action of the recommending body. These time periods do not apply to city initiated applications.

(2) For actions in which the body involved, other than the City Council, makes the initial decision on the application, the decision is final unless the applicant, the Director, or any person aggrieved by the decision appeals the decision to the City Council in the manner prescribed by subsection 11-305.6.

11-305.6 Appeals.

(1) An appeal of a decision other than that of the City Council must be made in writing, stating in particular the objection or objections to the decision, to the Director within 10 days of the decision, and on such form and including such information as the Director may require. An appeal of the Director's determination that an appeal is untimely or incomplete must be referred to the Board of Adjustment and Appeals at its next available meeting.

(2) Upon the filing of a proper appeal, the Director must place the appeal before the City Council at its next available meeting, but not less than 10 days after the date of filing, and notify the appellant of the date, time, and place of the meeting. The appellant may appear in person, or by or with counsel, and may present evidence in support of the appeal. The City Council must affirm, amend, or reject the decision of the body making the initial decision.

11-305.7 Termination of Plan Approval. For site plans and planned unit developments, approval of an application is effective for one year. Upon written application by the developer, the City Council, following review and recommendation by the Planning Commission, may extend plan approval for one period of up to one year upon finding:

(1) The proposed use or uses are consistent with the zoning current at the time of the request for an extension is considered; and

(2) The project design meets applicable City Code standards, including this Section, in effect at the time the request for an extension is considered.

11-306 Standards for the Granting of Dimensional, Design Standard, or Use Flexibility. Flexibility is not allowed unless specifically granted in the zoning district for the request involved. Flexibility is specific to the development involved, and does not constitute a variance that runs with the land.

11-306.1 During the site plan consideration process, the Planning Commission shall provide a recommendation to the City Council regarding any proposed dimensional, design standard, or use flexibility request.

11-306.2 Dimensional Flexibility. A request to modify the dimensional standards otherwise required by this Title.

11-306.3 Design Standard Flexibility. A request to modify the design standards otherwise required by this Title

11-306.4 Use Flexibility. A request to allow a use or mix of uses not otherwise allowed by this Title.

11-306.5 The decision maker may approve flexibility only where the applicant demonstrates:

(1) The modification is necessary due to unique circumstances of the development or the site on which the development is placed;

(2) The modification will result in gained efficiencies, including, but not limited to: better integration of uses; a more efficient organization of uses; additional public amenities; or a significant reduction in environmental impact;

(3) The plan provides significant site amenities, buffers, and other elements to offset any potential harmful effects that could be caused by the use; and

(4) The modification significantly advances the intent of this Section.

11-307 Enforcement

11-307.1 Compliance with the Zoning Ordinance. No structure or land use will be erected, moved, structurally altered, established, or changed in use without complying with this Title. This Title applies to all lots, parcels, structures, and land uses within the city. Uses not specifically allowed in the district in which they are situated are prohibited.

11-307.2 Construction and Use to be as Provided in Site Plans. Site plans submitted and approved as part of a site plan review, planned unit development, conditional use permit, rezoning, or variance shall authorize only the use, arrangement, and construction set forth in such approved plans.

11-307.3 Development Agreement. Subsequent to approval of the application and prior to issuance of a building permit, the developer must enter into a development agreement with the city for the installation of all improvements necessary for the project.

11-307.4 Revocation of a Conditional Use Permit. A conditional use permit shall be deemed to authorize only one particular conditional use. Such permit may be revoked by the issuing body after a public hearing if:

(1) The applicant or his agent has not commenced work upon the subject property within one (1) year;

(2) An existing conditional use ceases operation for a period of one year; or

(3) The conditional use is being operated and maintained in a manner contrary to this title, the approved conditional use permit, or its conditions.

11-307.5 Revocation of a Home Occupation Permit. A home occupation permit shall be deemed to authorize only one particular use.

(1) Suspension. The Director may immediately suspend a permit if the permitee or any person working on behalf of the permittee, is determined to be conducting business in an unlawful manner or in any manner that constitutes a breach of the peace, or contrary to this title, or a menace to the health, safety, or general welfare of the public. The suspension must be reviewed by the Planning Commission at the Commission's next regular meeting. The Commission may lift the suspension, lift the suspension with conditions, or continue the suspension with direction that revocation of the license be considered at the next available regular meeting of the Commission.

(2) Revocation. The permit issued pursuant to this Title may be revoked by the Planning Commission after notice and a hearing for any of the following reasons:

(a) Any fraud, misrepresentation, or false statement contained in the application for the permit.

(b) Any fraud, misrepresentation, or false statement made in connection with the operation of the home occupation.

(c) Any violations of this Chapter.

(d) Conducting the business in an unlawful manner or in such a manner as to constitute a breach of the peace, or contrary to this title, or as to constitute a menace to the health, safety, or general welfare of the public.

(e) Violation of any condition of approval.

(3) Appeals. The decision of the Planning Commission is subject to appeal to the City Council per subsection 11-305.6 Appeals.

11-307.6 Violations. Violations of this Title will be processed pursuant to Chapter 2-1100. The Director is authorized to issue citations for violations of this Title.

11-308 General Provisions.

11-308.1 Conflicting Provisions. In the event that the provisions of this Title are inconsistent with one another or if the provisions of this Title conflict with provisions found in other adopted regulations of the city, the more restrictive provision will control. When the provisions of this Title impose a greater restriction than imposed by any easement, covenant, deed restriction or private agreement, the provisions of this Title control. In the event of a conflict between the city's Comprehensive Plan and Zoning Ordinance, the city reserves the right to reconcile the conflict in any manner it legislatively determines to most effectively promote the public health, safety and welfare.

11-308.2 Severability. If any chapter, section, subsection, sentence, clause, or phrase of this title is for any reason held to be invalid, such decision does not affect the validity of the remaining portion of this title. The City Council hereby declares that it would have adopted the title in each chapter, section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that any one or more chapters, sections, subsections, sentences, clauses, or phrases be declared invalid.

11-308.3 Inspection. The Director is hereby authorized and directed to enter upon private property at any reasonable time for the purpose of inspecting that property for compliance with this title or any conditions attached to any variance or permit granted under this title.

11-308.4 Interference Prohibited. Any person who prevents, delays or interferes with the Director in the performance of any duty set forth in this chapter will be guilty of a misdemeanor.

CITY OF COON RAPIDS, MINNESOTA

CHAPTER 11-400

DISTRICT TYPES AND SCHEMA

11-401 Zoning Districts and Zoning District Ordinances and Maps

11- 401.1 Zoning Districts. For the purpose of this Code, the City is hereby organized into the following primary zoning districts:

(CD) CONSERVANCY DISTRICT
(LDR-1) LOW-DENSITY RESIDENTIAL DISTRICT
(LDR-2) LOW-DENSITY RESIDENTIAL DISTRICT
(MDR) MODERATE-DENSITY RESIDENTIAL DISTRICT
(HDR) HIGH-DENSITY RESIDENTIAL DISTRICT
(MH) MOBILE HOME DISTRICT
(O) OFFICE DISTRICT
(NC) NEIGHBORHOOD COMMERCIAL DISTRICT
(CC) COMMUNITY COMMERCIAL DISTRICT
(GC) GENERAL COMMERCIAL DISTRICT
(I) INDUSTRIAL DISTRICT
(PUD) PLANNED UNIT DEVELOPMENT
(RS) REGIONAL SHOPPING DISTRICT
PORT DISTRICTS
RIVERDALE STATION TRANSIT DISTRICT

11-401.2 Overlay Districts. For the purpose of this Code, the City is hereby organized into the following overlay districts:

MISSISSIPPI RIVER CORRIDOR CRITICAL AREA OVERLAY DISTRICT
RIVER RAPIDS OVERLAY DISTRICT
NORTHSTAR OFFICE PARK OVERLAY DISTRICT

11-401.3 Location of Zoning District Map. The Zoning District Map shall be kept permanently on file in the office of the City Clerk and maintained in an electronic database reflecting ordinances adopted to reclassify property. A copy will also be kept in the Department of Community Development and be available for inspection by the public during normal business hours.

11-401.4 Zoning District Map. The location and boundaries of the primary and overlay zoning districts shall be maintained in an electronic database. In the event of a conflict between an ordinance adopting or amending a zoning district and the Zoning District Map, the ordinance shall control.

11-401.5 Zoning District Map. The location and boundaries of the primary and overlay zoning districts established by this Chapter of the City Code shall be set forth on the Zoning District Map of the City of Coon Rapids in accordance with the ordinances describing

those districts, and the Zoning District Map shall be effective as of the date of adoption of these ordinances. The Zoning District Map and all notations, references, and other information shown thereon are hereby made a part of this Chapter by reference and shall have the same force and effect as if such map and all notations, references, and other information shown thereon were fully set forth or described herein. The format of the Zoning District Map shall be determined by Director.

11-401.6 Amendments to the Zoning District Map. Amendments to the zoning districts in this Code and zoning district boundaries as shown in the Zoning District Map must be by ordinance adopted by the City Council in accordance with the procedures set forth in subsection 11-304.10 of the City Code.

11-401.7 Maintenance of Zoning District Map. The Department of Community Development shall be responsible for maintaining and updating the Zoning District Map. Any amendments to the Zoning District Map shall be recorded on the appropriate map(s) within 30 days of adoption by the City Council

11-401.8 Interpretation of District Boundaries. Boundaries of the zoning districts shall be interpreted as follows:

(1) Boundaries indicated as approximately following the center lines of streets shall be construed to follow such center lines.

(2) Boundaries indicated as approximately following platted lot lines shall be construed as following such lot lines.

(3) Boundaries indicated as approximately following city limits shall be construed as following city limits.

(4) Boundaries indicated as following railroad lines shall be construed to be midway between the tracks.

(5) Boundaries indicated as approximately following the center lines of streams, rivers, lakes, or other bodies of water shall be construed to follow such center lines.

(6) Boundaries indicated as parallel to or extensions of the above features shall be so construed. Distances not specifically indicated on the Official Zoning Map shall be determined by using the scale of the map.

(7) District boundaries in a wetland area are intended to represent the edge of a swamp, marsh, or other wetland area. The edge shall be defined as the mark delineating the highest water level which has been maintained or a sufficient period of time to leave evidence upon the landscape. The edge is commonly that point where the natural vegetation changes from predominantly aquatic to predominantly terrestrial.

11-401.9 Uniform Application. The regulations for each zoning district shall apply uniformly to each type of structure or land.

11-402 Classification of Uses.

11-402.1 Permitted Uses. These are the most suitable uses for a particular zoning district. A permitted use shall be allowed as a matter of right.

11-402.2 Accessory Uses. A use or structure subordinate to the principal use or building on the same lot and serving a purpose incidental thereto. An accessory use shall be allowed as a matter of right.

11-402.3 Conditional Uses. Certain uses, while normally not suitable in a particular zoning district due to nuisance characteristics or incompatibility with permitted uses, are suitable under special circumstances. A use may be permitted as a conditional use in a zoning district if the standards of subsection 11-304.3 are met.

11-402.4 Temporary Conditional Uses. Uses that are generally not suitable within a particular zoning district may be suitable on a temporary basis. This may be due to the lack of development on existing property, to a short-term need (such as highway construction) or to the limited degree of adverse effects upon adjacent land use.

CITY OF COON RAPIDS, MINNESOTA

CHAPTER 11-500

(Reserved for future use)

CITY OF COON RAPIDS, MINNESOTA

CHAPTER 11-600

RESIDENTIAL DISTRICTS

11-601 General Regulations and Tables

11-601.1 Uses.

PRINCIPAL USES					
DWELLINGS	LDR1	LDR2	MDR	HDR	MH
Single family detached dwelling	P	P	NP	NP	NP
Two-family dwellings approved by the City prior to January 1, 2005.	P	P	P	NP	NP
Townhouses	NP	NP	P	NP	NP
Multiple family dwellings	NP	NP	P	P	NP
Mobile homes	NP	NP	NP	NP	P
Single-family dwellings when combined with permitted and/or other attached dwellings uses to achieve a density of at least four dwelling units per acre.	NP	NP	P	NP	NP
Attached dwelling structures not described as permitted uses, seven dwelling units per acre or less.	NP	NP	C	NP	NP
CONGREGATE LIVING	LDR1	LDR2	MDR	HDR	MH
A state licensed residential facility or a housing with services establishment registered under chapter 144D serving six or fewer persons, a licensed day care facility serving 12 or fewer persons, and a group family day care facility licensed under Minnesota Rules, parts 9502.0315 to 9502.0445 to serve 14 or fewer children	P	P	P	P	NP
A state licensed residential facility serving from 7 through 16 persons or a licensed day care facility serving from 13 through 16 persons.	C	C	C	P	NP
Nursing homes and assisted living	C	C	C	C	NP
Boarding Homes	NP	NP	NP	P	NP
INSTITUTIONAL	LDR1	LDR2	MDR	HDR	MH
Cemeteries and their accessory structures	C	C	C	C	NP
Governmental buildings and facilities	C	C	C	C	C

Governmental offices	C	C	C	C	C
Places of worship	C	C	C	C	NP
Public parks, their incidental structures and uses	P	P	P	P	P
Schools and colleges	C	C	C	C	NP
State licensed community correctional facilities	C	C	C	C	NP
Public buildings and major utility structures	C	C	C	C	C
Hospitals	C	C	C	C	NP
Places of assembly	C	C	C	C	NP
COMMERCIAL	LDR1	LDR2	MDR	HDR	MH
Marinas and related uses	C	C	C	C	NP
Mining as regulated under Section 11-1103	C	C	C	C	NP
Recreational facilities such as country clubs, community recreation buildings, golf courses, archery ranges, or trapshooting ranges.	C	C	C	C	NP
Retail shopping uses located within a multiple-dwelling building located within an apartment complex containing at least 100 dwelling units, provided that such uses are clearly incidental to the principal use of the building.	NP	NP	NP	C	NP
Agricultural, except feedlots, on lots greater than five acres in size	P	P	NP	NP	NP
ACCESSORY USES					
	LDR1	LDR2	MDR	HDR	MH
Private garage/storage structures	P	P	NP	P	P
Community garages	NP	NP	NP	P	NP
Private or community garages as regulated by subsections 11-604.2(9) and (16)	NP	NP	P	NP	NP
One outdoor living room.	P	P	NP	NP	P
Other detached accessory structures such as fish houses, gazebos, greenhouses, and playhouses incidental to the dwelling unit	P	PNP	NP	P	
Multiple pet locations duly licensed under Chapter 6-200	P	P	NP	NP	P
Home occupations	P	P	P	P	NP
Patios and tennis courts	P	P	P	P	P
Private swimming pools as regulated under Chapter 12-500	P	P	P	P	P
Renting of rooms for not more than two roomers per dwelling unit	P	P	NP	NP	NP
Signs as regulated under Section 11-1202	P	P	P	P	P
Phone booths, bus shelters, and other such incidental structures	P	P	P	P	P
State licensed day care facilities serving 13 or more	P	P	P	P	NP

persons when accessory to a hospital, church, private school, or nursing home					
Home Based Retail Sales in conformance with subsection 11-601.8	P	P	P	P	P
Maintenance, management, or community recreation buildings incidental to the development	NP	NP	P	P	NP
Off-street parking in accordance with Section 11-1201	P	P	P	P	NP
Accessory buildings and uses incidental to a mobile home	NP	NP	NP	NP	P
Storage of docks on riparian lots provided the dock is stored within 50 feet of the shoreline and setback at least five feet from any property line. Docks may be stored further than 50 feet from the shore line provided the property owner provides written proof to the Community Development Director that exceptional and unusual circumstances exist, relating to topography or vegetation, that prohibit compliance with the setback requirement. If the Director agrees that exceptional and unusual circumstances exist the Director may approve the dock storage location.	P	P	NP	NP	NP

11-601.2 Truck and Trailer Storage.

(1) Except as provided below, it shall be illegal to park or store, or permit to be parked or stored on residential property a Truck licensed for more than 9,000 pounds gross vehicle weight, a Truck-tractor, a Semitrailer, or Special Mobile Equipment.

(a) This Section shall not apply to major Recreational Equipment, to any motor vehicle which is being actively loaded or unloaded or which is being utilized to render a service.

(b) One Truck licensed for more than 9,000 pounds gross vehicle weight or one Truck-tractor per dwelling unit may be parked on residential property, provided that the vehicle is owned or operated by a resident of the property, any such vehicle is parked on the paved portion of the driveway or private parking lot of such residential property, and, provided further, that the engine of any such vehicle shall not be allowed to idle for more than a total of one hour within any six hour period.

(2) The regulations of this Section include the streets within and adjacent to such residential property.

11-601.3 Major Recreational Equipment in Residential Districts.

(1) Standards. Major Recreational Equipment in a residential district must conform to the following standards, in addition to the standards in Title 9 (Traffic and Transportation). These standards are enforceable against the property owner, the vehicle owner, and the vehicle possessor(s), joint and severally. For this purpose, the vehicle owner is presumed to be the registered owner, unless rebutted.

(a) No Major Recreational Equipment may be used for living, sleeping, or housekeeping purposes, except that one major recreational vehicle not exceeding the

limitations of 11-601.3 is allowed for occasional living purposes, not to exceed three days per 30 day period, to accommodate visitors, provided the vehicle is parked on private property.

(b) Major Recreational Equipment stored outside must be in a condition for the safe and effective performance of its intended function or repaired to put such equipment in such condition. Equipment being repaired may not be stored longer than 20 days.

(c) Maximum Number: Major Recreational Equipment is limited to two per residential dwelling unit, whether stored inside or outside a building.

(d) Size limitations for Major Recreational Equipment parked or standing in residential districts more than 12 hours:

(i) Maximum Height: Thirteen and one half feet measured from the ground to the highest point on the vehicle at the recommended tire pressure. For the purposes of measuring height, all accessories, attachments, and material carried on the vehicle shall be considered part of the vehicle.

(ii) Maximum Length: Forty-five feet, measured from the longest point on the vehicle or, if a trailer, the horizontal distance between the front and rear edges of the trailer bed. For the purposes of measuring length, all accessories, attachments, and material carried upon a vehicle is considered a part of the vehicle or trailer bed.

(iii) Maximum Width: Eight and one half feet in width, measured from the widest point on the vehicle or, if a trailer, the horizontal distance between the left and right edges of the trailer bed. For the purposes of measuring width, all accessories, attachments, and material carried upon a vehicle is considered a part of the vehicle or trailer bed.

(e) Vehicles must be both operable and currently registered.

(f) The total number of trailers allowed stored outside on a residential property is two.

11-601.4 Number of Vehicles.

(1) The number of vehicles on a residential parcel may exceed by only two the number of persons with valid drivers licenses residing on the premises. The following vehicles shall be exempted from this requirement:

(a) Temporary visitor parking.

(b) Major Recreational Equipment.

(c) A maximum of two collector vehicles registered as pioneer, classic, collector or street rod vehicles. The collector plates must be displayed on the vehicle.

(d) Trailers, trucks, and other vehicles used in loading, unloading, maintenance, or construction on the premises.

(e) Two- or three-wheeled vehicles.

(2) It shall be illegal to park or store or permit to be parked or stored any vehicle on undeveloped residential property. This provision shall not apply to vehicles used in conjunction with City approved projects.

11-601.5 Junk Vehicles Residential Property. The parking, storage, repairing, dismantling, demolition, or abandonment of junk vehicles or part thereof on a residential property is prohibited.

11-601.6 Prevailing Front Setbacks. Where adjoining principal structures existing at the time of adoption of this Ordinance have a lesser setback from that required, the minimum front setback of a new structure shall not be less than the average front yards of the principal buildings on each side lot for 240 feet in either direction. In no case shall the front yard setback be less than 20 feet or be required to set back more than 60 feet.

11-601.7 Restrictions on Accessory Structures.

(1) An accessory structure shall not:

(a) Be constructed on any lot prior to the time of construction of the principal building.

(b) Exceed the height of the principal building, except when on a farm and related to a farming operation.

(c) Be located within the required front setback area or within five feet of a lot line.

(d) Be located nearer to the front lot line than the principal building. This provision does not apply to attached garages or to those lots which have the shoreline of the Mississippi River or Crooked Lake as the rear lot line.

(2) An accessory structure larger than 120 square feet of floor area so located such that any one of its walls is within five feet of a wall of any other structure must be attached to and made structurally part of the other structure.

(3) An accessory structure 120 square feet in floor area or larger must have a permanent concrete slab under the entire structure

(4) Accessory structures other than garage/storage structures can not be used for the storage of motor vehicles or major recreational equipment.

11-601.8 Home Based Retail Sales.

(1) A maximum of six separate and distinct Home Based Retail Sale events may be conducted in conjunction with a residential unit in any calendar year. Each sale event shall be considered a separate event whether it is the same or a different type of sale event from previous sale events at the same location. Each sale event shall be limited to a maximum of four consecutive calendar days and days not used for any one sale event may not be accumulated to lengthen the time of any future sale event. The first and fourth sale events of a calendar year shall be separated by a minimum of 90 days from the previous sale event from the same location and the second, third, fifth, and sixth sale events of a calendar year shall be separated by a minimum of one day from the previous sale event from the same location. A sale event during any part of a day shall constitute a sale event on that day. For purposes of this subsection, the

terms “day” and “calendar day” shall mean a consecutive 24-hour period commencing at midnight and concluding at the next following midnight.

(2) One vehicle may be displayed for sale provided the vehicle is registered to a resident of the property where it is being displayed and is located on an improved driveway. A Community Service Officer or Code Enforcement Technician may issue a citation for a violation of this Section.

(3) No sale event shall include the use of a motor vehicle, trailer, or ground level storage container or similar container.

11-601.9 Public Buildings and Major Utility Structures.

(1) Water pump houses shall conform to principal building setbacks.

(2) Electric power substations shall conform to the principal building setbacks and have a landscaped yard. Electric power substations shall be screened in accordance with subsection 11-1204.6.

(3) Water towers shall conform to principal building setbacks.

(4) High voltage transmission lines shall, whenever possible, be located to avoid diagonal divisions of land.

(5) Railroad uses may include through railroad tracks, but not switching or storage yards.

11-601.10 Exterior Storage of Building Materials. The following are prohibited in residential districts:

(1) To place, store or allow the placement or storage of ice fishing houses outside continuously for longer than twenty-four hours in the front yard.

(2) To place, store or allow the placement or storage of salvage wood, furniture, plastic, recyclables, scrap metal, debris, pipe, lumber, forms, steel machinery, or similar materials including all material and equipment used in conjunction with a business outside on residential property including storage on an open trailer.

(3) To maintain or permit building materials and equipment (including but not limited to piles of dirt, landscaping materials, sod, scaffolding, forms dumpsters, portable toilets, debris and construction trailers) left in the open six months after issuance of a building permit or commencement of the construction project, whichever occurs first. A construction project is considered to commence when the first exterior evidence of the project is visible (for example, delivery of material or removal of soil cover).

11-601.11 Dumpsters in Residential Districts. The placement or use of dumpsters, both soft and hard sided, on residential properties is limited to one month, except in association with an active building permit. In such case, the dumpster must be removed within six months of the date of the issuance of the building permit.

11-602 (LDR-1) Low-Density Residential District

11-602.1 Intent. This district is intended to provide single-family housing while preserving natural features such as topography, water, and large stands of trees.

11-602.2 District Standards

(1) Building Height. The maximum building height is 35 feet for principal structures and 20 feet for accessory structures. An accessory structure cannot exceed the height of principal building, except when on a farm and related to a farming operation.

(2) Building Width. The minimum building width is 20 feet over a minimum of 50 percent of building length.

(3) Institutional and Commercial Building Materials. The exterior of institutional and commercial buildings must include a variation in building materials, which are to be distributed throughout the building facades and coordinated into the architectural design of the structure. Exterior building materials must be primarily brick, stone, fiber cement, non-reflective architectural glass. (i.e. curtain wall), integrally colored split face (rock face), burnished or glazed concrete masonry units (excluding smooth/plain or painted), integrally colored (excluding single-T or double-T panels, aggregate, plain, uncolored, or raked finish) specially designed, cast-in-place concrete panels and approved architectural metal. EIFS can be used as an accent material, provided it does not cover more than 15percent of a building face.

(4) Finished Floor Area. The minimum finished floor area shall be 1,200 square feet at or above Lot Grade

(5) Foundation. All Residential Living Space must have a perimeter foundation meeting the requirements of the Minnesota State Building Code as adopted by the City.

(6) Garage/Storage and Accessory Structures.

(a) Each dwelling is permitted up to 1200 square feet of attached or detached garage/storage. Notwithstanding the preceding, the maximum floor area of garage/storage space attached to the principal structure may be increased up to 1600 square feet in lieu of any detached garage/storage structure and any free standing accessory structures otherwise permitted under paragraph (b) of this Section, if the total floor area of any attached garage/storage space does not exceed 80 percent of the finished floor area of the principal structure. At least 484 square feet in floor area of garage/storage structure per dwelling must be accessible to vehicle storage, have a minimum width of 22 feet and a minimum depth of 22 feet. The minimum width of a detached garage/storage structure may be reduced to 12 feet provided the total floor area of the detached garage/structure and an attached garage/storage structure equals or exceeds 528 square feet and the attached garage/storage structure has a minimum width of 12 feet and a minimum depth of 22 feet.

(b) Detached garage/storage structures in excess of 900 square feet in floor area must meet the same setback requirements as the principal structure.

(c)The architectural style, color, and facing material of a garage/storage structure must be compatible with the principal structure

(d) In addition to structures provided for in subsection 11-602.2(6)(a) above, each dwelling is permitted other freestanding accessory structures such as an outdoor living room, fish house, gazebo, greenhouse, or playhouse. No accessory structure

permitted under this subsection, whether of singular or multiple use, can exceed 200 square feet in floor area. No accessory structure permitted under this subsection can have a door exceeding six feet in width. The total floor area of all such accessory structures permitted under this subsection must not exceed 400 square feet.

(e) The number of detached garage/storage structures and other accessory structures cannot exceed three per dwelling.

(f) For the purpose of this Section, floor area means the gross horizontal area of the main floor of a structure plus the horizontal area of any other level having a minimum vertical clearance or ceiling height of five (5) feet.

(7) Parking and Drives.

(a) The minimum number of required off-street parking spaces is three per dwelling unit. At least two spaces per dwelling unit must consist of an enclosed garage.

(b) A driveway must have a minimum width within the street right-of-way of 10 feet per dwelling unit, excluding the entrance radii. Within the street right-of-way, the total width of all driveways accessing the same street frontage must not exceed 24 feet per dwelling unit, excluding the entrance radii.

(c) Within 100 feet of the street right-of-way, no more than 50 percent of the lot area located between the structure and the front property line may be improved as driveway and parking surfaces, provided, however, that the maximum pavement width, excluding a required turnaround, must not exceed 36 feet, measured on a line parallel to the street.

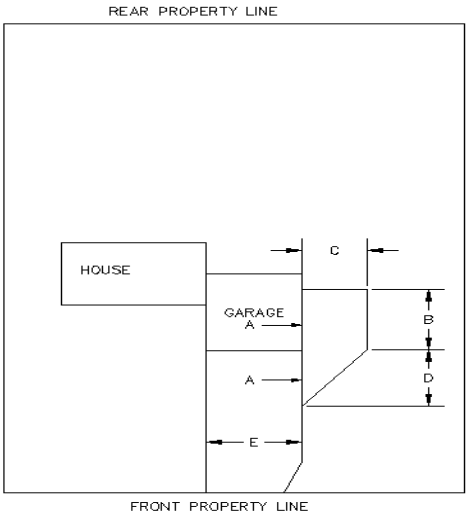
(d) Driveways may be permitted to be constructed up to the property line. However, driveways and parking must not be located within the sight triangle described in subsection 11-1206.2(3).

(e) All driveways must be improved with concrete, bituminous, brick pavers or similar hard surfaced material as approved by the Chief Building Official, provided, however, that on a lot which has the shoreline of the Mississippi River as the rear lot line, all driveways and parking areas must be so improved for the first 100 feet of lot depth. Other materials, including decorative landscape rock, crushed rock, gravel, sand, bare soil, or similar materials are prohibited for use as a driveway or parking surfaces. Driveways must be constructed and maintained according to standards on file in the office of the Chief Building Official.

(f) Off-Drive Parking Areas within 100 feet of the right-of-way:

(i) Must be within five feet of the side of the garage and attached to the driveway. (Arrow A in Figure A).

FIGURE A



(ii) Must not extend more than 45 feet from the front of the garage to the rear. (Arrow B in Figure A).

(iii) May extend to the side property line, provided, it is no wider than 12 feet. (Arrow C in Figure A).

(iv) Must not extend more than 20 feet from the front of the garage towards the street. (Arrow D in Figure A).

(v) The total width of the driveway (Arrow E in Figure A) and the Off-Drive Parking Area (Arrow C in Figure A) cannot not exceed 40 feet or 50 percent of the lot width.

(g) Off-Drive Parking Areas must be finished with an improved surface material, permeable pavers, patio blocks or concrete pavers, porous paving grids or similar material as approved by the Director. Washed ¾ inch fractured stone may be used as a surface material for that part of the parking area located behind the front line of the garage. The finished area must be a continuous surface, of sufficient width to so as to include the drip line of the vehicle that is parked on it and maintained weed free. The finished material must be installed per standards on file with the city or per manufacture's specifications.

(h) Driveway access to arterial and collector streets shall be prohibited, unless approved by the City Council. Where a driveway access is permitted to an arterial street or collector street, a driveway turnaround must be provided in order to eliminate the need for vehicles to back onto the street when exiting.

(i) Parking within the front and side yards must be on a driveway or off drive parking area., however, on a lot which has the shoreline of the Mississippi River as the rear lot line, parking is prohibited within the first 100 feet of lot depth except on improved surfaces.

(8) Landscaping. The following minimum landscaping must be provided:

(a) The front yard setback of all single-family lots must contain sod or alternate landscaping.

(b) The boulevard area abutting each lot must be sodded and contain at least one tree with a minimum caliper of two inches per unit on each street frontage.

(9) Lot Area. The minimum lot area is 15,000 square feet, except that a corner lot must contain a minimum of 16,500 square feet. The area of a lot abutting a railroad or arterial street right-of-way must be increased by the area of the buffer strip required under subsection 11-602.2(11)(b).

(10) Lot Coverage. No more than 30 percent of the lot area can be covered by buildings, drives, and parking areas. For the purposes of computing lot coverage under this provision, houses that do not have the minimum finished floor area required by this Code will be assumed to have such minimum finished floor area, and properties with less than the minimum driveway requirements of this Code will be assumed to have such minimum driveway requirements.

(11) Lot Dimensions. The minimum lot dimensions, measured in feet, are as follows:

(a)

Use	Width	Corner Lot Width	Depth
Single Family	100	110	150

(b) Where a lot abuts a railroad or arterial street right-of-way, a buffer strip of at least 30 feet in depth must be added to the lot's side adjacent to abutting the right-of-way. Such buffer strips must be landscaped pursuant to subsection 11-1204.6.

(c) A lot fronting on a cul-de-sac must have a minimum depth of 120 feet and a minimum 20 feet of street frontage. Lot area requirements must be maintained.

(d) Lots fronting on Mississippi Boulevard and having the Mississippi River as the rear lot line cannot be further developed or subdivided in such a manner that their existing lot depths are reduced.

(12) Setbacks.

(a) The minimum setbacks, measured in feet, are as follows:

Structure	Front Yard	Rear Yard	Side Yard Street*	Side Yard Interior
Principal Structure				
Living Space	30’	50’	20’	15’
Attached Garage	40’	50’	20’	10’
Porch, Screen Porch, Three Season Porch, Other Attached Structures with a roof	40’	50’	20’	15’
Attached Deck or Balcony	40’	35’	20’	10’
Gazebo or Outdoor Living Room connected to Principal Structure by Unroofed Deck	40’	35’	20’	15’
Accessory Structures				
Detached Garage/Storage Space under 900 square feet	40’	10’	20’	10’
Detached Garage/Storage Space 900 square feet or over	40’	50’	20’	15’
Detached Deck (other than swimming pool deck)	40’	10’	20’	10’
Detached Gazebo or Outdoor Living Room	40’	15’	20’	15’
Playhouse, Greenhouse, Similar Structures	40’	15’	20’	15’
Hard-Surfaced Areas				
Patio	25’	5’	5’	5’

* If the front of the principal structure faces the street side lot line rather than the front lot line then the front yard setbacks requirements also apply to the street side yard.

(b) The following are not considered as encroachments on setback requirements:

(i) In any yard: awnings, steps, or chimneys that are no closer than five feet to any lot line, underground garages that are no closer than 10 feet to a lot line, flag poles, light poles, and public utilities (subject to the requirements of subsection 11-601.9).

(ii) Roof eaves, overhangs, and similar appurtenances that do not encroach more than two feet into a setback area.

(c) An accessory structure cannot be located nearer to the front lot line than the principal building except on a lot which has the shoreline of the Mississippi River or Crooked Lake as the rear lot line. On a corner lot, if the front of the principal structure faces the street side lot line, an accessory structure cannot be located nearer to the street side lot line than the principal building.

(d) On a corner lot when the front of the principal structure faces the street side lot line, the rear yard setback requirements and the interior side yard setback requirements may be exchanged.

(e) The following must meet the setback requirements of the Office Zoning District:

(i) Accessory structures for cemeteries.

(ii) Places of worship, private schools, nursing homes, hospitals, sanitariums and similar institutions.

(iii) State licensed residential facilities serving seven or more persons.

(iv) Principal public buildings.

(v) Principal buildings for recreational facilities.

(f) Notwithstanding any provisions herein to the contrary, the Director or designee may approve a deck, porch or living space_which encroaches up to 10 feet into the required front setback provided:

(i) The encroachment does not exceed 100 square feet in area;

(ii) The deck, porch or living space provides access to the main entrance of the dwelling.

(iii) Except for steps or a handicapped access ramp, the deck, porch or living space is at least 30 feet from the front lot line, 10 feet from an interior lot line and 20 feet from a street side lot line;

(iv) The floor of the deck or porch is no higher than the threshold of the main entrance;

(v) The underside of the deck, porch or living space is screened with a material that is at least 50 percent opaque; and

(vi) The deck, porch or living space is architecturally compatible with the dwelling.

(12) Variable Setback Plan. Notwithstanding the provisions of this Chapter to the contrary, houses constructed under this Section are to be considered conforming structures for the purposes of front yard setback requirements.

11-602.3 Site Plan Approval. Site plan approval by the Planning Commission is required for all conditional uses indicated in this Chapter. Site plan approval must be pursuant to subsection 11-304.8.

11-603 (LDR-2) Low-Density Residential District

11-603.1 Intent. This district is intended to provide land for attractive and diverse residential developments of single - family dwellings.

11-603.2 District Standards

(1) Building Height. The maximum building height is 40 feet for principal structures and 20 feet for accessory structures. An accessory structure cannot exceed the height of a principal building, except when on a farm and related to a farming operation.

(2) Building Width. The minimum building width is 20 feet over a minimum of 50 percent of building length.

(3) Institutional and Commercial Building Materials. The exterior of institutional and commercial buildings must include a variation in building materials, which are to be distributed throughout the building facades and coordinated into the architectural design of the structure. Exterior building materials must be primarily brick, stone, fiber cement siding, non-reflective architectural glass. (i.e. curtain wall), integrally colored split face (rock face), burnished or glazed concrete masonry units (excluding smooth/plain or painted), integrally colored (excluding single-T or double-T panels, aggregate, plain, uncolored, or raked finish) specially designed, cast-in-place concrete panels and approved architectural metal. EIFS can be used as an accent material, provided it does not cover more than 15percent of a building face.

(4) Finished Floor Area. The minimum finished floor area is as follows:

	Minimum Finished Floor Area	Minimum Finished Floor Area or Above Lot Grade
Single Family	960 sq. ft	720 sq. ft
Two-Family		
1 bedroom	700 sq. ft./unit	600 sq. ft./unit
2 bedrooms	800 sq. ft./unit	600 sq. ft./unit
3 or more bedrooms	960 sq. ft./unit	720 sq. ft./unit

At least two-thirds of the minimum finished floor area at or above Lot Grade must be on a single floor, provided that if the building has three or more floors at or above grade, at least one-half of the minimum finished floor area must be on a single floor.

(5) Foundation. All Residential Living Space must have a perimeter foundation meeting the requirements of the Minnesota State Building Code as adopted by the City.

(6) Garage/Storage Structures and Accessory Structures.

(a) Each single family dwelling or twin home lot is permitted up to 1200 square feet of attached or detached garage/storage space. At least 484 square feet in floor area of garage/storage structure per single family dwelling must be accessible to vehicle storage and must have a minimum width of 22 feet and a minimum depth of 22 feet. The minimum width of a detached garage/storage structure may be reduced to 12 feet provided the total floor area of the detached garage/structure and an attached garage/storage structure equals or exceeds 528 square feet and the attached garage/storage structure has a minimum width of 12 feet and a minimum depth of 22 feet. At least 264 square feet in floor area of garage/storage structure per two family dwelling unit must be accessible to vehicle storage and shall have a minimum width of 12 feet and a minimum depth of 22 feet.

(b) Detached garage/storage structures in excess of 900 square feet in floor area must meet the same setback requirements as the principal structure.

(c) The architectural style, color, and facing material of a garage/storage structure must be compatible with the principal structure.

(d) In addition to structures provided for in subsection 11-603.2(a) above, each dwelling or dwelling unit is permitted other freestanding accessory structures such as an outdoor living room, fish house, gazebo, greenhouse, or playhouse. No accessory structure permitted under this subsection, whether of singular or multiple use, can exceed 200 square feet in floor area. No accessory structure permitted under this subsection can have a door exceeding six feet in width. The total floor area of all such accessory structures permitted under this subsection must not exceed 400 square feet.

(e) The number of detached garage/storage structures and other accessory structures cannot exceed three per dwelling.

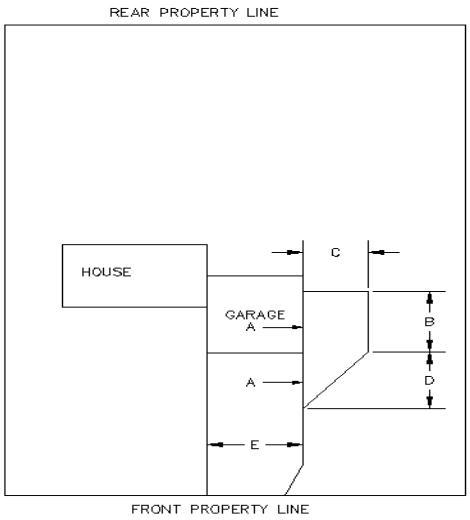
(f) For the purpose of this Section, floor area means the gross horizontal area of the main floor of a structure plus the horizontal area of any other level having a minimum vertical clearance or ceiling height of five feet.

(7) Parking and Drives.

(a) The minimum number of required off-street parking spaces for a single family dwelling is three. At least two spaces must consist of an enclosed garage.

(b) A driveway must have a minimum width within the street right-of-way of 10 feet per dwelling unit, excluding the entrance radii. Within the street right-of-way, the total width of all driveways accessing the same street frontage must not exceed 24 feet per dwelling unit, excluding the entrance radii.

FIGURE A



(c) No more than 50 percent of the lot area located between the structure and the front property line may be improved as driveway and parking surfaces, provided, however, that the maximum pavement width, excluding a required turnaround, must not exceed 36 feet.

(d) Driveways may be permitted to be constructed up to the property line. However, driveways and parking must not be located within the sight triangle described in subsection 11-1206.2(3).

(e) All driveways and parking areas must be improved with concrete, bituminous, brick pavers or similar hard surfaced material as approved by the Chief Building Official. Other materials, including decorative landscape rock, crushed rock, gravel, sand, bare soil, or similar materials, are prohibited for use as driveway. Driveways must be constructed and maintained according to standards on file in the office of the Chief Building Official.

(f) Off-Drive Parking Areas:

(i) Must be within five feet of the side of the garage and attached to the driveway. (Arrows A in Figure A)

(ii) Must not extend more than 45 feet from the front of the garage to the rear. (Arrow B in Figure A).

(iii) May extend to the side property line, provided, it is no wider than 12 feet. (Arrow C in Figure A).

(iv) Must not extend more than 20 feet from the front of the garage towards the street. (Arrow D in Figure A)

(v) The total width of the driveway (Arrow E in Figure A) and the Off-Drive Parking Area (Arrow C in Figure A) cannot not exceed 40 feet or 50 percent of the lot width.

(g) Off-Drive Parking Areas must be finished with an improved surface material, permeable pavers, patio blocks or concrete pavers, porous paving grids or similar material as approved by the Director. Washed ¾ inch fractured stone may be used as a surface material for that part of the parking area located behind the front line of the garage. The finished area must be a continuous surface, of sufficient width to so as to include the drip line of the vehicle that is parked on it and maintained weed free. The finished material must be installed per standards on file with the city or per manufacture's specifications.

(h) Driveway access to arterial and collector streets is prohibited, unless approved by the City Council. Where a driveway access is permitted to an arterial or collector street, a driveway turnaround must be provided in order to eliminate the need for vehicles to back onto the street when exiting.

(i) Parking within the front and side yards must be on a driveway or off drive parking area.

(8) <u>Landscaping.</u> The following minimum landscaping must be provided:

(a) The front yard setback of all single-family lots must contain sod or alternate landscaping.

(b) The entire yard of all two-family lots must contain sod or alternate landscaping except that any undisturbed area beyond the first 135 feet of lot depth may be left in its natural vegetative state.

(c) The boulevard area abutting each lot must be sodded and contain at least one tree with a minimum caliper of two inches per unit on each street frontage.

(9) Lot Area.

(a) The minimum lot area for a single-family home is 10,800 square feet, except that a corner lot shall contain a minimum of 12,150 square feet.

(b) The minimum lot area for a two-family dwelling is 14,850 square feet, except that a corner lot shall contain a minimum of 16,200 square feet.

(c) For zero lot line two-family dwellings, the minimum lot area for each unit is 7,425 square feet.

(d) The area of a lot abutting a railroad or arterial street right-of-way must be increased by the area of the buffer strip required by subsection 11-603.2(11)(b).

(10) Lot Coverage. No more than 30 percent of the lot area can be covered by buildings, drives, and parking areas. For the purposes of computing lot coverage under this provision, dwelling units that do not have the minimum finished floor area required by this Code will be assumed to have such minimum finished floor area and properties with less than the minimum driveway requirements of this Code will be assumed to have such minimum driveway requirements.

(11) Lot Dimensions.

(a) The minimum lot dimensions, measured in feet, are:

Use	Width	Corner Lot Width	Depth
Single Family	80	90	135
Two-Family	110	120	135

(b) Where a lot abuts a railroad or arterial street right-of-way, a buffer strip of at least 30 feet in depth must be added to the lot's side adjacent to abutting the right-of-way. Such buffer strips must be landscaped pursuant to Subsection 11-1204.6.

(c) A lot fronting on a cul-de-sac must have a minimum depth of 105 feet and a minimum 20 feet of street frontage, except that this will be increased to a minimum 40 feet of street frontage for a two-family dwelling. Lot area requirements must be maintained.

(12) Setbacks.

(a) The minimum setbacks, measured in feet, are as follows:

Structure	Front Yard	Rear Yard	Side Yard Street*	Side Yard Interior
Principal Structure				
Living Space	35'	35'	20'	10'
Attached Garage	35'	35'	20'	5'

Porch, Screen Porch, Three-Season Porch, Other Attached Structures with a roof	35’	35’	20’	10’
Attached Deck or Balcony	35’	20’	20’	5’
Gazebo or Outdoor Living Room Connected to Principal Structure by Unroofed Deck	35’	20’	20’	10’
Accessory Structures				
Detached Garage/Storage Space under 900 square feet	35’	5’	20’	5’
Detached Garage/Storage Space 900 square feet and over	35’	35’	20’	10’
Detached Deck (other than swimming pool deck)	35’	5’	20’	5’
Detached Gazebo or Outdoor Living Room	35’	10’	20’	10’
Playhouse, Greenhouse, Similar Structures	35’	10’	20’	10’
Hard-Surfaced Areas				
Patio	20’	5’	5’	5’

*If the front of the principal structure faces the street side lot line rather than the front lot line then the front yard setback requirements also apply to the street side yard.

(b) The following are considered as encroachments on setback requirements:

(i) In any yard: awnings, steps, or chimneys that are no closer than five feet to any lot line, underground garages that are no closer than 10 feet to a lot line, flag poles, light poles, and public utilities (subject to the requirements of Subsection 11-601.9).

(ii) Roof eaves, overhangs and similar appurtenances that do not encroach more than two feet into a setback area.

(c) An accessory structure cannot be located nearer to the front lot line than the principal building except on a lot which has the shoreline of the Mississippi River or Crooked Lake as the rear lot line. On a corner lot, if the front of the principal structure faces the street side lot line, an accessory structure cannot be located nearer to the street side lot line than the principal building.

(d) Notwithstanding the provisions of this Chapter to the contrary, the Board of Adjustment and Appeals may permit the rear yard setback for porches including attached outdoor living rooms and three-season porches, to be reduced to not less than 20 feet if no other arrangement is practical, and provided further:

(i) The rear property line abuts a park or other publicly owned property, except public rights-of-way,

(ii) The porch will not be detrimental to the neighborhood or the public welfare,

(iii) The porch is architecturally compatible with the primary structure and

(iv) The porch will not be incorporated into the year round living space of the primary structure.

(e) On a corner lot when the front of the principal structure faces the street side lot line, the rear yard setback requirements and the interior side yard setback requirements may be exchanged.

(f) The following must meet the setback requirements of the Office Zoning District:

(i) Accessory structures for cemeteries.

(ii) Places of worship, private schools, nursing homes, hospitals, sanitariums and similar institutions.

(iii) State licensed residential facilities serving seven or more persons.

(iv) Principal public buildings.

(v) Principal buildings for recreational facilities.

(g) Notwithstanding any provisions herein to the contrary, the Director or designee may approve a deck, porch or living space which encroaches up to 10 feet in the required front setback provided:

(i) The encroachment does not exceed 100 square feet in area;

(ii) The deck or porch provides access to the main entrance of the dwelling;

(iii) Except for steps or a handicapped access ramp, the deck, porch or living space is at least 25 feet from the front lot line, 10 feet from an interior lot line and 20 feet from a street side lot line;

(iv) The floor of the deck or porch is no higher than the threshold of the main entrance;

(v) The underside of the deck or porch is screened with a material that is at least 50 percent opaque; and

(vi) The deck, porch or living space is architecturally compatible with the dwelling.

(13) Reduced Front Yard Setback Permitted. Notwithstanding the provisions of this Chapter to the contrary, the Board of Adjustment and Appeals may permit the front yard setback to be reduced to not less than 25 feet on a property on which is constructed a principal structure, if no other arrangement is practical; provided, however, that the Board may permit such variance for either the principal structure or garage, but not both; and provided, further, that if the variance is given for the garage, the Board will require at least three paved on-site parking spaces whenever practical. Parking spaces within the garage will be considered as on-site parking spaces for purposes of this Section.

(14) Variable Setback Plan. Notwithstanding the provisions of this Chapter to the contrary, houses constructed under this Section are to be considered conforming structures for the purposes of front yard setback requirements.

(15) Zero Lot Line for Two-Family Residential Lots. Notwithstanding the provisions of this Chapter to the contrary, two-family residential lots may be platted or subdivided in such manner that the common boundary line for the residential units will have a zero lot line setback; provided, however, that each such lot meets the following requirements:

(a) Each lot must have a minimum area of 7,425 square feet.

(b) Separate services must be furnished to each residential unit for sanitary sewer and water.

(c) Two separate dwelling units are maintained.

(d) The two-family unit must be constructed in a side-by-side manner.

(e) All zero lot line two-family dwellings require a party wall agreement relating, at a minimum, to maintenance of the structure, maintenance of open and/or common space, accessory structures, and exterior decoration. The agreement must be approved by the City Attorney and kept on file in the office of the Community Development Director.

11-603.3 Site Plan Approval. Site plan approval by the Planning Commission is required for all conditional uses indicated in this Chapter. Site plan approval will be pursuant to Subsection 11-304.8.

11-603.4 Exceptions. Notwithstanding any other provisions of this code to the contrary, the following are considered conforming two family residential uses:

(a) Two-family dwellings constructed as permitted uses under the two-family dwelling (R-3) zoning district, now repealed.

(b) Two-family dwelling lots on which conditional use permits were granted prior to February 1, 1989, and which meet the following minimum lot dimensions: width 90 feet; corner lot width 100 feet; depth 135 feet.

(c) Zero lot line two-family residential lots on which conditional use permits were granted prior to February 1, 1989 and which have a minimum area of 6,000 square feet per lot.

11-604 (MDR) Moderate -Density Residential District

11-604.1 Intent This District is intended to provide housing at moderate densities, and at the same time offer special amenities for individual and family living. This district provides land for attractive moderate-density residential development; emphasizes quality common open space and pedestrian/bicycle access in townhouse and multiple dwelling developments; and will be developed at a gross density between four and seven dwelling units per acre. All moderate density residential developments approved pursuant to this Chapter, or any predecessor thereto, prior to May 15, 2002, are deemed conforming developments for purposes of density notwithstanding their actual approved densities.

11-604.2 District Standards. Single-family and two-family dwellings must comply with Section 11-603 and subsection 11-604.4. Multiple dwellings, state licensed residential facilities serving 17 or more persons, and other attached dwellings determined by the Planning Commission to be similar to multiple dwellings must comply with Section 11-605 and

subsection 11-604.5. Congregate living, institutional and commercial uses must comply with Section 11-702 (Office District). Day care facilities serving 16 or fewer persons must comply with the standards for the dwelling unit in which they are located. The following standards apply to townhouses, state licensed residential facilities serving 16 or fewer persons, and similar attached dwelling structures as determined by the Planning Commission.

(1) Building Character. The design of buildings must have a comparable, compatible and complementary relationship to surrounding land uses. Buildings must be designed with varied exterior materials, setbacks and architectural features and details.

(2) Development Guidelines. Developments must satisfy the following guidelines. Determination of whether these guidelines are satisfied will be made by the Planning Commission or by the City Council after receiving a recommendation from the Planning Commission.

(a) Building Massing. Articulate building massing, using methods including, but not limited to, staggering building components, adding columns, recessing doorways, creating interesting shapes and short, or uneven facades. Buildings facing each other across public or private streets must have similar scale, massing and articulation.

(b) Facades. Articulate building facades of both individual housing units and attached housing groups or buildings through the use of staggering, arcades, porches, balconies, special window treatments, ornamentation and unique details. Face entries to public and private streets and orient garage doors away from public and private streets.

(c) Varied Roof Shapes. Provide a variety of roof shapes, including, but not limited to pitched roofs, dormers, chimneys, gable or hip roof accents, and detailed parapets and cornices creating interesting roof profiles.

(d) Focal Features. Provide focal features to add interest or distinction to attached housing groups or buildings using techniques such as elevating parts of buildings towers, or emphasizing a prominent part of the building such as a corner or main entry or by using features such as canopies, porticoes, overhangs, arcades, facade recesses and projections and peaked roofs or raised parapets above doors or windows.

(e) Townhome Building Materials. The exterior of townhome dwelling units must include a variation in building materials, which are to be distributed throughout the building facades and coordinated into the architectural design of the structure. Exterior building materials must be primarily brick, wood, stucco, stone, vinyl siding (with a minimum thickness of .044 millimeters) and fiber-cement siding. EIFS can be used as an accent material, provided it does not cover more than 15percent of a building face.

(f) Institutional and Commercial Building Materials. The exterior of institutional and commercial buildings must include a variation in building materials, which are to be distributed throughout the building facades and coordinated into the architectural design of the structure. Exterior building materials must be primarily brick, stone, fiber cement siding, non-reflective architectural glass. (i.e. curtain wall), integrally colored split face (rock face), burnished or glazed concrete masonry units (excluding

smooth/plain or painted), integrally colored (excluding single-T or double-T panels, aggregate, plain, uncolored, or raked finish) specially designed, cast-in-place concrete panels and approved architectural metal. EIFS can be used as an accent material, provided it does not cover more than 15percent of a building face.

(g) Balconies, Decks and Porches. The floors and railings of balconies, decks and porches must have a durable finish complementing the colors of the building or attached housing group.

(h) Entry Steps. The risers and areas under non-masonry, entry steps and landings, must be enclosed with materials consistent with the exterior materials of the building or attached housing group. All surfaces of non-masonry steps and landings, including railings, must have a durable finish complementing the colors of the building or attached housing groups.

(3) Maximum Building Height. 55 feet for principal structures, including attached garages and attached accessory use areas; 20 feet for detached accessory use structures.

(4) Bulk of Townhouse Group. There can be no more than eight townhouse units in any Townhouse Group, and in no event can any group be more than 240 feet in length.

(5) Common Open Space Area.

(a) Minimum common open space area: 700 square feet per unit.

(b) Common open space areas must be contiguous, may include setback areas, be no less than 50 feet in any dimension (except for access points), and be of such condition, size, shape, location, and topography to be suitable for recreational or scenic use by all residents of the development or contain unique natural features to be preserved. The following qualify as common open space:

(i) That part of absorption or detention ponds in excess of five year storm requirements.

(ii) Provided they shall not exceed 50 percent of the total required open space:

(aa) Natural ponds;

(bb) Wetlands;

(cc) Streams;

(dd) That part of absorption or detention ponds required for the storage of a five year storm if developed in the form of an artificial lake.

(c) Common open space areas are restricted to recreational, scenic, and conservation purposes, and be so restricted by recorded covenants. These covenants must run with the land and not be defeated or eliminated without the consent of the City Council. Said covenants are be subject to City Attorney approval.

(6) Minimum Development Size. Three units.

(7) Minimum Finished Floor Area:

	Minimum Finished Floor Area	Minimum Finished Floor Area At or above Lot Grade

One bedroom	700 sq. ft./unit	600 sq. ft./unit
Two bedrooms	800 sq. ft./unit	600 sq. ft./unit
Three or more bedrooms	960 sq. ft/unit	720 sq. ft./unit

(8) Foundation. Residential living space must have a perimeter foundation meeting the requirements of the Minnesota State Building Code as adopted by the City.

(9) Garages. Minimum floor area: 300 square feet. Maximum floor area: 75 percent of the floor area of the dwelling unit to which the garage is an accessory use, but not to exceed 900 square feet. The style, color, and facing material of a garage must be compatible with the dwelling unit. A garage must have a minimum width of 14 feet and a minimum depth of 18 feet. Garage space must either be attached to the dwelling unit it is accessory to or be accessible from the living unit by passing only through private open space accessory to the dwelling unit.

(10) Homeowners' Association. Developments must have a homeowners' association responsible for maintenance of all open space and other common areas, all accessory buildings, and the exterior of the residential units. Homeowners' association agreements are subject to City Attorney approval .

(11) Landscaping and Screening. The landscape design objectives, the landscape plan, and the size, location, quantity and type of landscape and screening plants must meet the requirements of the current version of *Landscape Standards on File with the Community Development Director* and the following requirements:

(a) All landscaped areas must be irrigated with an underground sprinkler system.

(b) Landscaped islands must be provided in parking lots to break up and soften the appearance of large areas of paving.

(c) All areas of the site not covered by impervious surfaces or landscaping must be planted with cultured sod laid over four inches of drought-resistant top soil.

(d) Trash and recycling storage areas, mechanical equipment and other screening are required in accordance with Subsection 11-1204.6.

(12) Minimum Lot Components. The dwelling unit, the garage accessory to the unit, two parking spaces, at least one such space in an enclosed garage accessory to the dwelling unit, and the private open space accessory to the unit.

(13) Lot Coverage. Not more than 50 percent of the development area can be covered by buildings, drives, and paved areas.

(14) Reserved for future use.

(15) Mailboxes. Mailboxes of uniform design to be used for mail and newspaper delivery must be provided, and located to minimize the number of such structures within the public right-of-way.

(16) Parking and Drives.

(a) Minimum Number of Off-street Parking Spaces: 2.5 spaces per unit, placed so that at least one space is in an enclosed garage accessory to the dwelling unit, at least one space is on the same lot as the dwelling unit, and at least one-half space is in a common parking area.

(b) Except for a tandem parking space, no parking, public streets, or drives are allowed within five feet of the exterior development boundary line or within 20 feet of any right-of-way line. No parking is allowed within the sight triangle described in Subsection 11-1206.2(3)

(c) Driveways leading from a public street to a garage shall have a minimum width of 10 feet per garage and a maximum width of 30 feet per driveway, excluding the entrance radii.

(d) Individual driveway access to arterial streets is prohibited unless no practical alternative access exists, as determined by the City Council, and a driveway turnaround is provided.

(e) To the extent not in conflict with this Section, parking and drives shall be constructed to the standards of Subsection 11-1201.1 through 11-1201.8.

(17) Play Area. Developments containing more than eight dwelling units with two or more bedrooms must include a children's play area. All developments must include an adult recreation area. The location, size, and equipment in such areas must be approved by the Planning Commission as to adequacy and ability to meet the needs of the development's residents. The Planning Commission may approve another amenity in lieu of a children's play area in a development, if it finds:

(a) The children's play area would not be useful to the residents of the development;

(b) The proposed amenity will provide a substantially better living environment for the residents than if the amenity is not provided;

(c) At least 50 percent of the project has been sold and control of the association has been assumed by the residents;

(d) The proposed amenity is requested by a majority vote of the members of the homeowners' association, and

(e) The developer agrees with the request or has defaulted on the security agreement given to guarantee the installation of the play area.

(18) Private Open Space. In addition to common open space, at least 400 square feet of private open space must be provided for the private use of each individual dwelling unit. Private open space must be located and designed to maximize its utility to the dwelling unit it serves and maximize its privacy, especially in relation to adjacent dwelling units. Private open space must be set back a minimum of 10 feet from exterior boundaries and a minimum of 10 feet from private open space areas accessory to another Townhouse Group. For purposes of this Section, private open space area includes balcony and deck areas.

(19) Minimum Setbacks:

(a) Townhouses.

Townhouse Group from:	
Another Townhouse Group or an Accessory Use Building	20 feet
Street Right-of-way	35 feet, except that a side wall of a unit may be set back 25 feet from a street right-of-way
Interior Access Drive	15 feet, living area 10 feet, non living area
Exterior Development	
Boundary Line	25 feet, 55 feet living area if abutting a commercial or industrial district, or railroad right-of-way
Accessory Use Building from:	
Street Right-of-way	35 feet, or 20 feet if the accessory building is bermed to a height of five feet and landscaped as approved by the Planning Commission
Interior Access Drive	10 feet
Exterior Development	
Boundary Line	Five feet, storage buildings of less than 900 square feet 25 feet, other buildings

(b) The following may encroach on setback areas:

(i) In any yard: patios, steps, or chimneys that are no closer than three feet to the exterior development boundary line, flag poles, light poles, and public utilities (subject to the requirements of subsection 11-601.9).

(ii) Roof eaves, overhangs, balconies, decks, and similar appurtenances, but no more than two feet into a setback area.

11-604.3 Site Plan Approval. Site plan approval is required pursuant to subsection 11-304.8.

11-604.4 Special Provisions For Two-family Dwellings. Two-family dwelling lots of record in the Office of the County Recorder for Anoka County on or before February 1, 1984, must meet the following minimum standards for lot dimensions and area instead of those found in Chapter 11-603:

Lot width - 90 feet;

Corner lot width - 100 feet;

Lot depth - 135 feet

Lot area - 12,150

Corner lot area - 13,500

11-604.5 Special Provisions For Multiple Dwellings. In addition to the standards found in Chapter 11-605, multiple dwellings are subject to the following:

(1) Common open space areas may be reduced, up to 100 square feet per dwelling unit by one square foot for each square foot of private open space provided for the private use of each individual dwelling unit.

(2) The following qualify as Common open space, subject to the requirements of subsection 11-604.2(5)(c):

(a) That part of absorption or detention ponds in excess of five year storm requirements.

(b) Provided they shall not exceed 50 percent of the total required open space:

(i) Natural ponds;

(ii) Wetlands;

(iii) Streams;

(iv) That part of absorption or detention ponds required for the storage of a five year storm if developed in the form of an artificial lake.

11-605 (HDR) High-Density Residential District

11-605.1 Intent. This district provides housing at high densities and at the same time offers amenities for individual and family living. It provides land for attractive, well designed development convenient to shopping, public transit and recreation. These areas are located adjacent to collector or arterial streets. Minimum density is seven dwelling units per acre.

11-605.2 District Standards. The District Standards are as follows:

(1) Building Character. The design of buildings must have a comparable, compatible and complementary relationship to surrounding land uses. Buildings must be designed with varied exterior materials, setbacks and architectural features and details.

(2) Development Guidelines. Developments must satisfy the following guidelines. Determination of whether these guidelines are satisfied will be made by the Planning Commission or by the City Council after receiving a recommendation from the Planning Commission.

(a) Building Massing. Articulate building massing, using methods including, but not limited to, staggering building components, adding columns, recessing doorways, creating interesting shapes and short, or uneven facades. Buildings facing each other across public or private streets must have similar scale, massing and articulation.

(b) Facades. Articulate building facades of both individual housing units and attached housing groups or buildings through the use of staggering, arcades, porches, balconies, special window treatments, ornamentation, and unique details. Face entries to public and private streets and orient garage doors away from public and private streets.

(c) Varied Roof Shapes. Provide a variety of roof shapes, including, but not limited to pitched roofs, dormers, chimneys, gable or hip roof accents, and detailed parapets and cornices creating interesting roof profiles.

(d) Focal Features. Provide focal features to add interest or distinction to attached housing groups or buildings using techniques such as elevating parts of buildings towers, or emphasizing a prominent part of the building such as a corner or main entry or by using features such as canopies, porticoes, overhangs, arcades, facade recesses and projections and peaked roofs or raised parapets above doors or windows.

(e) Residential, Institutional and Commercial Building Materials. The exterior of residential, institutional and commercial buildings must include a variation in building materials, which are to be distributed throughout the building facades and coordinated into the architectural design of the structure. Exterior building materials must be primarily brick, stone, fiber cement siding, non-reflective architectural glass. (i.e. curtain wall), integrally colored split face (rock face), burnished or glazed concrete masonry units (excluding smooth/plain or painted), integrally colored (excluding single-T or double-T panels, aggregate, plain, uncolored, or raked finish) specially designed, cast-in-place concrete panels and approved architectural metal. EIFS can be used as an accent material, provided it does not cover more than 15percent of a building face.

(f) Balconies, Decks and Porches. The floors and railings of balconies, decks and porches must have a durable finish complementing the colors of the building or attached housing group.

(g) Entry Steps. The risers and areas under non-masonry entry steps and landings must be enclosed with materials consistent with the exterior materials of the building or attached housing group. All surfaces of non-masonry steps and landings, including railings, must have a durable finish complementing the colors of the building or attached housing groups.

(h) All residential living space must have a perimeter foundation meeting the requirements of the Minnesota State Building Code as adopted by the City.

(3) Landscaping and Screening. The landscape design objectives, the landscape plan and the size, location, quantity and type of landscape and screening plants must meet the requirements of the current version of *Landscape Standards on File with the Community Development Director* and the following requirements:

(a) All landscaped areas must be irrigated with an underground sprinkler system.

(b) Landscaped islands must be provided in parking lots to break up and soften the appearance of large areas of paving.

(c) All areas of the site not covered by impervious surfaces or landscaping must be planted with cultured sod laid over four inches of drought-resistant top soil.

(d) Trash and recycling storage areas, mechanical equipment and other screening is required in accordance with subsection 11-1204.6.

(4) Maximum Building Height. 70 feet.

(5) Maximum Lot Coverage. Not more than 50 percent of the development area can be covered by buildings, drives, and parking areas.

(6) Minimum Development Area. 15,000 square feet in single ownership or control.

(7) Minimum Finished Floor Area. 500 square feet per unit plus 100 square feet for each bedroom.

(8) Minimum Lot Area: Square Feet of Lot Area for Each Dwelling Unit.

Building Height		Efficiency	One Bedroom	Two Bedroom	Three Bedroom
One Story	2,000	2,800	3,500	3,700	
Two Stories	2,000	2,500	3,200	3,400	
Three Stories	2,000	2,200	2,900	3,100	
Four or More Stories	1,800	2,000	2,700	2,900	

For each underground parking space, 400 square feet may be deducted from the minimum lot area requirements.

(9) Minimum Lot Dimensions. The minimum width of a lot is 100 feet and the minimum depth is 150 feet.

(10) Open Space Area. The following minimum square footage of a multiple dwelling lot area must consist of usable open space. This area must be contiguous, may include setback areas, be no less than 50 feet in any dimension, and must be landscaped or remain in natural vegetation or be of such condition, size, and shape, as to be usable for outdoor recreation.

Open Space per Residential Unit:

Efficiency	250 square feet
One Bedroom	250 square feet
Two Bedrooms	350 square feet
Three or More Bedrooms	450 square feet

(11) Parking and Garages:

(a) Minimum spaces per Unit

Development Type	Common	Garage (enclosed)	Total
Apartment	.25	.75	2.25
Condominium	.25	1.00	2.25

(b) No above grade garage parking space will be less than 200 square feet. An above-grade garage must have a minimum width of 10 feet and a minimum depth of 18 feet. An underground garage parking space must have a minimum width of nine feet and a minimum depth of 18 feet.

(c) To the extent not in conflict with this Section, parking and drives shall be constructed to the standards of subsections 11-1201.1 through 11-1201.8.

(12) Play Area. A multiple-dwelling development containing more than eight dwelling units with two or more bedrooms must include a children's play area. All multiple

dwelling developments must include an adult recreation area. The location, size and equipment in such areas must be approved by the Planning Commission as to adequacy and ability to meet the needs of the
development's residents. The Planning Commission may approve another amenity in lieu of a children's play area in a condominium project upon the following findings:

(a) The children's play area would not be useful to the residents of the project.

(b) The proposed amenity will provide a substantially better living environment for the residents than if the amenity is not provided.

(c) At least 50 percent of the condominium project has been sold and control of the association has been assumed by the residents.

(d) The proposed amenity is requested by a majority vote of the members of the condominium association.

(e) The developer is in agreement with the request.

(13) Minimum Setback.

(a) Principal Use Building From:

Another Principal Use Building	25 feet, plus one foot for each foot of height over 25 feet
Arterial street right-of-way	50 feet, 35 feet if the property abuts a service drive
Other streets	35 feet
CD, LDR1, LDR2 , MH Districts	35 feet, plus one foot for every one foot of height and of the principal use building over 25 feet. If the area of the side of the principal use building facing the LDR-1 or LDR-2 District exceeds 2,000 square feet in size, the setback shall be increased by five feet of additional setback, for each 500 square feet or part thereof of wall area in excess of 2,000 square feet unless screening approved by the Planning Commission is provided.
MDR and HDR Districts	25 feet, plus one foot for each one foot of height over 25 feet
NC District	25 feet

O, GC, CC, I Districts:

Living area of principal use building	50 feet
Other areas of principal use building	25 feet

(b) Accessory Building From:

Principal use building	Six feet if no overlap of adjacent faces; 10 feet if one to 20 feet overlap; 15 feet if 21 to 30 feet overlap; 20 feet if 31 to 40 feet overlap; 25 feet if more than 40 feet overlap.
Arterial street right-of-way	50 feet, can be reduced to 20 feet if the accessory building is bermed to a height of five feet and landscaping approved by the Planning Commission is provided.
Other streets	35 feet, can be reduced to 20 feet if the accessory building is bermed to a height of five feet and landscaping approved by the Planning Commission is provided.
Adjacent Lot	Five feet

(c) Parking and Drives From:

Principal use building:	
Living areas	15 feet
Non living areas	10 feet
Street right-of-ways	20 feet
Adjacent lot:	
Parking	Eight feet
Drives	Five feet

d) Daycare facilities serving 17 or more persons must meet the (NC) Neighborhood Commercial district standards for setback requirements.

(14) Storage Space. In addition to normal closet space, at least 150 cubic feet of storage space per unit must be provided convenient to each multiple-dwelling unit.

(15) Walkways. Walkways must be provided from parking and recreation areas to a multiple dwelling's main entrance.

11-605. 3 Site Plan Approval. Site plan approval is required pursuant to subsection 11-304.8

11-605.4 Retirement or Handicapped Residential Developments. Notwithstanding the provisions of Section 11-605 to the contrary, retirement or handicapped residential developments must meet the requirements of Section 11-605, except as hereinafter modified:

(1) Minimum Floor Area per Unit:

Efficiency	440 square feet
One Bedroom Units	520 square feet
Two or More Bedroom Units	500 square feet, plus 100 square feet for each bedroom

(2) Minimum Lot Area. The minimum lot areas contained in City Code subsection 11-605.2 may be reduced by 15 percent.

(3) Open Space. 250 square feet per unit, plus an on-site walkway system with sitting areas.

(4) Parking and Garages. These facilities must provide a minimum of one and two-tenths off-street parking spaces per unit, at least eight-tenths of which must be common parking space, and at least two-tenths of which must be enclosed garage space.

(5) Recreation Area. Adequate recreational areas for elderly, handicapped, and children must be provided. The location, size, and equipment thereof must be approved by the Planning Commission

11-606 (MH) Mobile Home District

11-606.1 Intent The intent of this Section is to establish a Mobile Home District for the planned regulation of mobile homes. Such homes are grouped together due to their particular space requirements, construction, and style. The mobile home park shall be within a reasonable proximity of schools, shopping, and public facilities. Properly located parks will not be adversely affected by surrounding land uses and will not depreciate adjoining properties.

11-606.2 Application. In order to obtain approval for a mobile home park, the property owner shall first apply in writing to the Director on such form as he may from time to time designate. Such application shall include a development plan and a plat plan prepared by and bearing the seal of a Minnesota Registered Surveyor or Engineer, showing the following:

(1) The location and legal description of the site.

(2) A drawing of the proposed foundation, support system, and tie-downs for individual mobile homes.

(3) All streets, streetlights, driveways, parking areas, and sidewalks.

(4) The size and arrangement of mobile home lots and foundations and the location of all accessory buildings.

(5) The size, location, and species of existing and proposed vegetation.

(6) The topography by two foot contour intervals and a grading plan.

(7) Areas to be set aside for recreation and open space.

(8) Fencing and screen-planting along the exterior boundaries of the mobile home park site and an overall landscape plan.

(9) The provisions for the removal of trash and garbage.

(10) All gas, electric, phone, water, and sewer lines.

(11) A typical lot plan.

11-606.3 District Standards. The District Standards which follow supersede any conflicting requirements of Chapter 11-1500 (Subdivision Regulations).

(1) Additional Structures. No building or structure not required by this chapter shall be added to a mobile home lot, except an unheated porch, storage shed, car port, or garage. The total square footage of all such additional structures cannot exceed 570 square feet.

(2) Community Building Setback.

(a) Minimum front yard: 50 feet.

(b) Minimum side yard: 25 feet.

(c) Minimum rear yard: 25 feet or 35 feet if the rear yard abuts a public right-of-way.

(3) Exterior Antennas. There can be no exterior television or radio antennas except for a community-type antenna for the use of all park residents or a ham radio antenna.

(4) Foundations and Tie-downs. Each mobile home must have a foundation support system and tie-downs meeting the requirements of the State of Minnesota.

(5) Parking and Garages.

(a) Two and one-half spaces must be provided per mobile home, at least one of which shall be in an enclosed garage. Up to one-half space per mobile home may be in a common parking area.

(b) Garages cannot contain less than 300 square feet and not more than 75 percent of the floor area of the dwelling unit to which the garage is an accessory use. No garage can exceed 900 square feet of floor area. The style and material of a garage must be compatible with the dwelling unit.

(c) To the extent not in conflict with this Section, common parking areas shall be constructed to the standards of subsection 11-1201.1 through 11-1201.8.

(6) Frame and Grade Level. The frame of each mobile home must be at grade level on the side opposite the entry way and no more than 15 inches above grade on the ends and entry side.

(7) Site Conditions. The soil, ground water level, drainage, rock formations, or other topographical features shall be such as not to create hazards to the property or to the health and safety of the occupants.

(8) Interior Circulation.

(a) The mobile home park must be arranged so that all mobile home lots and accessory buildings have access to the park interior streets. All park streets must be public. Any lots abutting a collector or arterial street must be screened as required in subsection 11-1204.6.

(b) Interior streets must connect to an external public street at a minimum of two different points. Pavements must be at least 32 feet wide at entrances and exits and 30 feet on all other roadways, the width being measured from back of curb to back of curb. All walkways within the park must be maintained in a safe condition by the park developer and kept free of snow and other obstructions.

(c) A five foot concrete sidewalk must be installed along two sides of arterials and collectors and along one side of other streets.

(9) Maximum Density. Six units per acre.

(10) Maximum Height of an Accessory Building. 16 feet.

(11) Maximum Height of a Mobile Home. 16 feet.

(12) Minimum Development Area. 25 acres.

(13) Minimum Floor Area. 600 square feet.

(14) Minimum Lot Area. 4,500 square feet.

(15) Minimum Lot Depth. 100 feet.

(16) Minimum Lot Width. 45 feet. A corner lot must be 60 feet in width.

(17) Mobile Home Park Community Building. Each mobile home park will contain one or more enclosed community buildings which provide space for an office, basement storm shelter, and laundry, toilet, and recreation facilities. The building must provide at least 12 square feet of space per mobile home lot. In no case can the building be less than 2,500 square feet. The storm shelter must provide at least nine square feet of unencumbered space per mobile home lot.

(18) Mobile Home Setbacks.

(a) Minimum front yard setback: 25 feet.

(b) Minimum rear yard setback: 10 feet.

(c) Minimum side yard setback on the entry side of the mobile home: 20 feet.

(d) Minimum side yard setback on the opposite entry side of a mobile home: Five feet or 20 feet if on a corner lot.

(e) Mobile homes shall not be closer together than 25 feet at side yards.

(19) Driveways and Sidewalks. Each mobile home lot must provide a hard surfaced driveway at least 10 feet in width meeting the standards on file with the Chief Building Official. A 30-inch sidewalk from the driveway or street to the entrance of each unit must be constructed.

(20) Retail Sales. There will be no retail sales of mobile homes or mobile home accessories within the limits of the mobile home park, except that no more than six skirted model units, erected upon permanent foundations, may be sold and remain in place once the sales program is completed.

(21) Skirting. The mobile home must be skirted with a material of the same color and style as the mobile home. The skirting must extend from the frame of the chassis of the mobile home to the ground.

(22) Storage Buildings. There must be a storage building for each two mobile home lots, located within 50 feet of the mobile homes which they serve, containing not less than 600 cubic feet of space per lot. The storage buildings must be uniform in appearance, weather-tight, constructed of break-off block or brick, and be so designed as to be in keeping with the overall design of the park. The buildings must be completely enclosed, including a door. The buildings must be placed on the mobile home lots so that the entry to the storage area faces the side lot lines of the mobile home lot and only a finished side faces the street. The storage building may be incorporated into the required garage.

(23) Storage of Major Recreational Equipment. An area must be provided within the park that is fenced and screen planted for the storage of major recreational equipment. At least 100 square feet must be provided for each mobile home lot.

(24) Utility Installation. All utility installations, including, but not limited to, electric power lines, gas lines, telephone lines, television lines, and service connections must be underground and approved by the City Engineer.

11-606.4 Site Plan Approval. Site plan approval shall be required in accordance with Subsection 11-304.8. In addition, plans must be submitted for tie-downs, foundations, support systems, and storage sheds.

11-606.5 Security Agreement. In addition to the security agreement required in subsection 11-307.3 the owner must give the City a security agreement in the amount of the estimated cost of the storm sewers, sanitary sewers, water lines, street paving, corner markers, storage sheds, and incidentals necessary to complete the construction of the project. The security agreement must be executed by the owner with a surety satisfactory to the City Attorney, guaranteeing the completion of improvements within the time proposed by the owner and approved by the City Council.

11-606.6 Permit. A permit is required from the Director before a mobile home may be occupied. Such permit shall certify that the requirements of this Section and the site plan review have been met for the lot for which the permit is requested.

CITY OF COON RAPIDS, MINNESOTA

CHAPTER 11-700

COMMERCIAL AND OFFICE DISTRICTS

11-701 General Regulations and Tables

11-701.1 Uses

PRINCIPAL USES					
COMMERCIAL USES					
Retail Sales and Service	O	NC	CC	GC	RS
General retail sales	NP	NP	P	P	P
General retail sales less than 15,000 square feet total building size	P	P	P	P	P
Art gallery or studio	NP	P	P	P	P
Bank or financial institution	P	NP	P	P	P
Building material sales or lumber yard	NP	NP	P	P	NP
Child care center, state licensed	P	P	P	P	P
Commercial self storage with no outdoor storage	NP	NP	NP	C	NP
Contractors office	NP	NP	NP	P	NP
Dry cleaning establishment	NP	NP	NP	C	NP
Farmers market	NP	P	P	P	NP
Firearms dealer	NP	NP	P	P	P
Funeral home	C	NP	P	P	NP
Greenhouse, lawn and garden supply store	NP	NP	P	P	NP
Laundry, self service	NP	P	P	P	NP
No adult oriented business, as defined by Section 5-2202, is permitted, except adult book stores, adult cabarets, adult conversation parlors, adult motion picture theaters, and adult novelty businesses,	NP	NP	NP	P	NP

subject to regulation under Chapter 5-2200 and Section 11-1208, or state or federal law.					
Non-on-premises consumption adult bookstores and adult novelty stores, as defined by Revised City Code 1982 Section 5-2202, subject to regulation under Revised City Code 1982 Chapter 5-2200 and Section 11-1208	NP	NP	P	NP	NP
Pawnbroker	NP	NP	P	P	NP
Performing, visual or martial arts school	NP	NP	P	P	NP
Personal service establishment	P	P	P	P	P
Pet grooming shops, provided no animal is kept overnight or outside and no noise is audible outside of the building or bay occupied by the grooming shop	NP	P	P	P	P
Pet store	NP	P	P	P	P
Photocopying, duplicating services	P	P	P	P	NP
Precious Metal Dealers defined and regulated by Title 5	NP	P	P	p	NP
Printing and publishing	NP	NP	C	C	NP
Rental business – no outdoor storage	NP	NP	P	P	NP
Rental business – with outdoor storage	NP	NP	NP	C	NP
Secondhand Dealers or Antique Dealers defined and regulated by Title 5	NP	P	P	P	P
Self storage facility with no outdoor storage	NP	NP	NP	C	NP

Service Business	P	P	P	P	NP
Transient Merchants, Solicitors, and Canvassers, defined and regulated by Title 5	NP	P	P	P	NP
Veterinary clinic, animal hospital, kennel – no outdoor runs	P	NP	p	P	NP
Video store	P	P	P	P	P
Automobile Services	O	NC	CC	GC	RS
Automobile rental facility	NP	NP	C	C	NP
Automobile repair, major	NP	NP	NP	C	NP
Automobile repair, minor	NP	NP	P	P	NP
Automobile sales provided that: (a) Must have minimum of 40,000 square foot building; (b) Indoor display area, and (c) The building meets the development guidelines found in subsection 11-701.2.	NP	NP	C	P	NP
Car wash	NP	NP	P	P	NP
Convenience store	NP	NP	P	P	NP
Convenience store provided that: (a) The fuel sales are incidental to a retail store; (b) No separate building, structure, or store is used as part of the fuel sales; (c) No more than four dispensing hoses may be operable simultaneously per neighborhood shopping center, and (continued on next page)	NP	C	P	P	NP

(d) The fuel sales shall be accessible from off the parcel of property on which it is located by way of at least two in and out vehicular accesses.					
Major recreational equipment sales, service and rental	NP	NP	NP	C	NP
Food and Beverage	O	NC	CC	GC	RS
Catering	NP	P	P	P	NP
Coffee shop	P	P	P	P	P
Liquor, off sale	NP	NP	P	P	P
Restaurant, delicatessen	P	P	P	P	P
Restaurant, fast food	NP	NP	P	P	P
Restaurant, sit down including the serving of alcohol beverages provided they occupy no more than 25 percent of a building and have no drive up facility	P	P	P	P	P
Restaurant, sit down including the serving of alcohol beverages	C	C	P	P	P
Tavern or bars	NP	NP	P	P	NP
Commercial Recreation, Entertainment and Lodging	O	NC	CC	GC	RS
Amusement centers	NP	NP	NP	P	NP
Hotel	NP	NP	P	P	P
Indoor recreation	NP	NP	P	P	NP
Outdoor recreation	NP	NP	C	C	NP
Physical fitness center	NP	NP	P	P	P
Physical fitness center 3,000 square feet floor area or less	NP	P	P	P	P
Radio or television station	NP	NP	P	P	NP
Reception or meeting hall	NP	C	P	P	NP
Theater	NP	NP	P	P	NP

Office and Medical Facilities	O	NC	CC	GC	RS
Blood/ plasma collection facility	NP	NP	NP	P	NP
Clinic, medical or dental	P	NP	P	P	P
Clinic, medical or dental less than 15,000 square feet total building size	P	P	P	P	P
General Office	P	NP	P	P	P
General Office less than 15,000 square feet total building size	P	P	P	P	P
Hospital	NP	NP	C	C	NP
Laboratory, medical or dental	P	NP	P	P	NP
Transportation	O	NC	CC	GC	RS
Ambulance service	NP	NP	NP	C	NP
Limousine service	NP	NP	NP	C	NP
Package delivery service	NP	NP	NP	C	NP
Taxi cab service	NP	NP	NP	C	NP
INSTITUTIONAL AND PUBLIC USES					
Educational Facilities	O	NC	CC	GC	RS
Non-classroom, personalized instructional services for students in grades K-12. The total floor area of all such uses shall not exceed 4,000 square feet of the total gross lease area of the regional shopping center where they are located	NP	NP	P	P	P

Social, Cultural, Charitable and Recreation Facilities	O	NC	CC	GC	RS
Club, lodge or hall	C	C	C	P	NP
Community Center	NP	NP	C	C	NP
Community Garden	P	P	P	P	P
Library	P	P	P	P	NP
Museum	C	C	P	P	NP
Public parks and their incidental structures	P	P	P	P	NP
Place of Worship	C	C	C	P	NP
Public Services and Utilities	O	NC	CC	GC	RS
Electric or gas substation	C	C	C	C	C
Governmental buildings and facilities	C	C	C	C	C
Governmental offices	C	C	C	C	C
ACCESSORY USES	O	NC	CC	GC	RS
In building primarily used for office or medical purposes: (a) Restaurants provided they occupy no more than ten percent of the building (b) Retail sales of drugs and other medical supplies	P	P	P	P	P
Medical and dental laboratories in conjunction with medical and dental clinics	NP	P	NP	NP	NP
Outdoor sales area of materials available for active sales as shown on an approved site plan	NP	NP	P	P	NP

11-701.2 Development Guidelines. Developments must satisfy the following guidelines. Determination of whether these guidelines are satisfied will be made by the Planning Commission or by the City Council after receiving a recommendation from the Planning Commission.

(1) Vary building massing, using methods including staggering building components, adding columns, recessing doorways, creating interesting shapes and short, uneven facades.

(2) Articulate building facades using techniques such as staggering, arcades, awnings, special window treatments, ornamentation and unique details. Face primary entries to public or private streets and orient doors for loading and unloading goods away from public or private streets.

(3) Provide a variety of roof shapes using techniques including pitched, gable or hip roofs or detailed parapets and cornices or creatively shaped cornice lines creating interesting roof line profiles.

(4) Every building must include a focal element or feature adding interest or distinction, using techniques such as elevating parts of buildings, towers, or emphasizing a prominent part of the building such as a corner or main entry or by using features such as canopies, porticoes, overhangs, arcades, facade recesses and projections, and peaked roofs or raised parapets above doors or windows.

(5) All exterior wall surfaces must include a variation in building materials, which are to be distributed throughout the building facades and coordinated into the architectural design of the structure. Exterior building materials must be primarily brick, stone, fiber cement siding, stucco, non-reflective architectural glass. (i.e. curtain wall), integrally colored split face (rock face), burnished or glazed concrete masonry units (excluding smooth/plain or painted), integrally colored (excluding single-T or double-T panels, aggregate, plain, uncolored, or raked finish) specially designed, cast-in-place concrete panels and approved architectural metal. Other materials may be used as accents if found they are compatible with the listed materials and provided it does not cover more than 15 percent of a building face.

(6) Where approved, the motor vehicle fuel pump canopy roof must have the same shape, materials and color as the roof of the principal building. Canopy supports shall be enclosed in decorative masonry or metal columns.

(7) The maximum horizontal length of any continuous front building face not varied by a 45 degree or greater change in the plane of the face is 300 feet. A building face greater than 100 feet in length must incorporate wall plane projections or recesses having a depth of at least three percent of the length of the face and extending at least 20 percent of the length of the face. No uninterrupted length of any face can exceed 100 horizontal feet. The maximum horizontal length of any continuous building faces, excluding the front building face, not varied by a 45 degree of greater change in the plane of the face is 300 feet. A building face greater than 100 feet in length must incorporate design features to provide a varied appearance.

(8) Bike racks must be provided in an area that is convenient to each major building entrance, but which will not disrupt pedestrian or vehicular traffic or fire lanes.

(9) All mechanical equipment on the ground or roof, such as heating and air conditioning units and electrical transformers, must be screened on all sides so as not to be visible from public streets or other properties. Such screening must be compatible with the

building. Evergreen plant materials may be used to screen such equipment located on the ground.

(10) Public sidewalks must be installed at all locations designated in the Sidewalk System Plan adopted by the City Council and elsewhere as deemed necessary by City Council. The location, design and elevation of such sidewalks must be in conformance with the standards on file in the office of the City Engineer. If the Planning Commission determines that sidewalk construction is not feasible because of future street construction, the Planning Commission may postpone such construction, provided a cash payment is made to the City in an amount determined by the City Engineer sufficient to cover the cost of constructing the sidewalk when it is feasible. On-site sidewalks must be provided where necessary for pedestrian safety and convenience.

(11) Access to buildings within a shopping center must be planned so as to avoid pedestrian crossings of vehicular traffic lanes. Adjacent commercial uses must be designed to encourage pedestrian movement between uses. Common drives, parking, walks and green space must be used whenever possible.

(12) Parking, Driveways and Driving Areas. Such areas must be provided as specified in Section 11-1201 and subsection 11-1206.2 of City Code. With appropriate supporting technical documentation, the Planning Commission may approve alternatives to the minimum number of parking spaces required by subsection 11-1201.9 of the City Code. All vehicles must be parked on a paved surface.

(13) Dumpster, trash and recycling containers must be placed within Service Areas where practical or screened according to subsection 11-1204.4 of the City Code.

11-701.3 Outdoor Storage. Outdoor storage is prohibited with the following exceptions:

(1) Materials and equipment directly related to site maintenance and safety provided they are stored and completely screened in an enclosure constructed of materials similar to and compatible with the principal structure subject to an approved site plan and subject to the following:

(a) restricted to the rear or side yards only;

(b) 10 foot minimum setback from property lines; and

(c) cannot impact emergency access, traffic flow, parking or sidewalk access;

(2) Items available for active sales covering no more than 20 square feet.

(3) Shopping cart corrals shown on an approved site plan and used for the temporary storage of carts.

11-701.4 Junk Vehicles. The parking, storage, or maintenance of junk vehicles is allowed only if incidental to a permitted use and if the vehicles are being actively repaired. Such vehicles must be stored within an enclosed building or be so screened that they are not visible from public streets or adjoining properties.

11-701.5 Landscaping and Screening. The landscape design objectives, the landscape plan and the size, location, quantity and type of landscape and screening plants must meet the requirements of the current version of *Landscape Standards on File with the Community Development Director* and the following requirements:

(1) All landscaped areas must be irrigated with an underground sprinkler system.

(2) Landscaped islands will be provided in parking lots to break up and soften large areas of paving.

(3) All areas not covered by impervious surfaces or landscaping must be planted with cultured sod laid over four inches of drought-resistant top soil.

(4) Trash and recycling areas, mechanical equipment and other screening are required in accordance with subsection 11-1204.1

(5) At least 25 percent of the lot area must be landscaped. As recommended by the Planning Commission and approved by the City Council, the area of landscaped water retention areas and landscaped spaces within buildings which are an integral part of the development, may be used to partially satisfy the landscaped area requirement.

11-702 (O) Office District

11-702.1 Intent. The (O) Office District is intended to buffer residential districts from arterial streets or from (CC) Community Commercial or (GC) General Commercial Districts and to provide a district which is compatible with and may reasonably adjoin residential districts. The (O) Office District provides for the location and development of offices and other commercial uses which are subject to more restrictive controls.

11-702.2 Dimensional Requirements.

(1) Minimum Lot Area. None

(2) Maximum Lot Coverage. No more than 40 percent of a lot can be covered by buildings.

(3) Minimum Lot Width. 100 feet.

(4) Minimum Setbacks.

(a) Buildings from:

(i) Another Building: 25 feet.

(ii) Street right-of-way: 35 feet

(iii) Adjacent LDR-1, LDR-2, MH, MDR districts: 50 feet plus two and one-half feet for every foot (or fraction of a foot) of building height over 30 feet. In granting site plan approval the Planning Commission may approve a reduction to 10 feet for a side yard or 25 feet for a rear yard when the use on the abutting property is institutional, commercial or a utility use including, but not limited to, a pump house, sewage lift station, substation, water tower, reservoir, or water treatment facility.

(iv) Adjacent HDR District:

(aa) side yard: 20 feet, provided, however, in granting site plan approval the Planning Commission may approve a reduction to 10 feet when the use on the abutting property is institutional, commercial or a utility use including, but not limited to, a pump house, sewage lift station, substation, water tower, reservoir, or water treatment facility.

(bb) rear yard: 25 feet

(v) Other adjacent property

(aa) side yard: 10 feet

(bb) rear yard: 25 feet

(cc) parking and drives: five feet

(b) Parking and drives from:

(i) Street right-of-way: 20 feet

(ii) Adjacent residential district: 20 feet. Provided, however, in granting site plan approval, the Planning Commission may reduce to five feet when the use on the abutting property is a non-residential conditional use.

(iii) Other adjacent property - five feet

11-703 (NC) Neighborhood Commercial District

11-703.1 Intent. The intent of this District is to preserve land for the use of attractive neighborhood shopping centers that are compatible with residential neighborhoods. These are small centers that cater to the daily shopping needs of the surrounding neighborhood. Emphasis should be placed on convenience and pedestrian and bicycle access. The center should be designed to eliminate any nuisance or incompatibility with surrounding land uses.

11-703.2 Dimensional Requirements

(1) Building Height. The maximum building height is 25 feet.

(2) Floor Area. The minimum floor area is 2,000 square feet.

(3) Lot Area. The minimum lot area is one acre in a single ownership or control.

(4) Lot Coverage. No more than 40 percent of a lot can be covered by buildings.

(5) Minimum Setbacks.

(a) Principal use buildings from:

(i) Another principal use building: 25 feet

(ii) Street Right-of-Way: 35 feet

(iii) Adjacent LDR-1, LDR-2 or MH Districts: 50 feet. In granting site plan approval the Planning Commission may approve a reduction to 10 feet for a side yard or 25 feet for a rear yard when the use on the abutting property is institutional, commercial or a utility use including, but not limited to, a pump house, sewage lift station, substation, water tower, reservoir, or water treatment facility.

(iv) Other adjacent property: 25 feet

(v) Parking and drives: five feet

(b) Parking and drives from:

(i) Street Right-of-Way: 20 feet

(ii) Adjacent MDR or HDR districts: 25 feet. The Planning Commission may reduce this to five feet when the use on the abutting property is a nonresidential use.

(iii) Adjacent LDR-1, LDRl-2 or MH Districts: 35 feet. The Planning Commission may reduce this to five feet when the use on the abutting property is a non-residential conditional use.

(iv) Other adjacent property: 5 feet

11-704.(CC) Community Commercial District

11-704.1 Intent. The intent of the (CC) Community Commercial District is to minimize detrimental influences on surrounding residential neighborhoods, while encouraging efficient and attractive large-scale shopping centers. To achieve this goal, such centers should be designed as a unit and have access to arterial streets. Businesses that would disrupt the center or its circulation pattern should be excluded.

11-704.2 Dimensional Requirements

(1) Building Height. The maximum building height is 70 feet.

(2) Floor Area. The minimum floor area is 40,000 square feet.

(3) Lot Area. The minimum lot area for the overall development is five acres in a single ownership or control, and one acre for individual lots.

(4) Lot Coverage. No more than 40 percent of a lot can be covered by buildings.

(5) Minimum Setbacks.

(a) Principal use buildings from:

(i) Another principal use building: 25 feet

(ii) Street Right-of-Way: 35 feet

(iii) Adjacent residential districts: 50 feet In granting site plan approval the Planning Commission may approve a reduction to 10 feet for a side yard or 25 feet for a rear yard when the use on the abutting property is institutional, commercial or a utility use including, but not limited to, a pump house, sewage lift station, substation, water tower, reservoir, or water treatment facility.

(iv) Other adjacent property: 25 feet

(v) Parking and drives: five feet

(b) Parking and drives from:

(i) Street Right-of-Way: 25 feet

(ii) Adjacent residential districts: 45 feet. The Planning Commission may reduce this to five feet when the use on the abutting property is a nonresidential use.

(iii) Other adjacent property: five feet

11-705 (GC) General Commercial District

11-705.1 Intent. These areas are intended to encourage businesses that do not belong in shopping centers, businesses which are highway-oriented, or businesses that tend to service industries, other businesses, and residences. These areas tend to include businesses

which are less compatible with residential areas than other commercial districts. Therefore, such uses should be buffered from residential areas. The site plan should be designed to produce the maximum efficiency for the business, while protecting the interests of the surrounding land uses.

11-705.2 Dimensional Requirements

(1) Minimum Lot Area. None

(3) Lot Coverage. No more than 40 percent of a lot can be covered by buildings.

(4) Minimum Lot Width. The minimum lot width is 100 feet.

(5) Minimum Setbacks.

(a) Buildings from:

(i) Another principal use building: 25 feet

(ii) Street Right-of-Way: 35 feet

(iii) Adjacent LDR1, LDR2, MH and MDR districts: 50 feet plus 2.5 feet for every foot (or fraction of a foot) of building height over 30 feet. In granting site plan approval the Planning Commission may approve a reduction to 10 feet for a side yard or 25 feet for a rear yard when the use of the abutting property is institutional, commercial or a utility use including, but not limited to, a pump house, sewage lift station, substation, water tower, reservoir, or water treatment facility.

(iv) Adjacent HDR

(aa) Side Yard: 20 feet, provided, however, in granting site plan approval the Planning Commission may approve a reduction to 10 feet when the use on the abutting property is institutional, commercial or a utility use including, but not limited to, a pump house, sewage lift station, substation, water tower, reservoir, or water treatment facility.

(bb) Rear yard: 25 feet

(v) Other adjacent property

(aa) Side Yard: 10 feet

(bb) Rear Yard: 25 feet

(vi) Parking and drives: five feet

(b) Parking and drives from:

(i) Street Right-of-Way: 20 feet

(ii) Adjacent residential districts: 20 feet. Provided, however, in granting site plan approval, the Planning Commission may reduce to five feet when the use on the abutting property is a non-residential conditional use.

(iii) Other adjacent property: five feet

11-706 (RS) Regional Shopping District

11-706.1 Intent. The (RS) Regional Shopping District is intended to promote large-scale commercial development, including retail, entertainment, restaurant and other complementary uses, serving a trade area beyond the City boundaries and designed in an integrated and unified manner according to an overall plan emphasizing pedestrian convenience. The District is intended to serve a multi-community trade area with some features not already present in other shopping centers in the trade area, provide varied buying and shopping

opportunities and offer varied exercise, entertainment and community activities. The district is intended to provide a desirable place where a variety of persons want to go, offer varied ways to shop, dine, socialize and have fun which are conveniently accessible to pedestrians, and have attractive and high quality, decorative lighting, landscaping, signs, sidewalks and trails. The District is intended to encourage access to several destinations from single parking locations and walking from destination to destination, provide attractive designs and quality materials for building exteriors, and offer a safe environment for visitors.

11-706.2 Pedestrian Circulation. Internal pedestrian systems must be provided within the development to provide for user-friendly pedestrian access to buildings and pedestrian safety, shelter, comfort and convenience as follows:

(1) Pedestrian crossings of major vehicular drives must be minimized.

(2) The maximum distance from parking spaces to buildings is 550 feet. The maximum distance for 80 percent of parking spaces to buildings is 450 feet.

(3) Pedestrian movements between adjacent uses will be encouraged and accommodated.

(4) Pedestrian walks must be a minimum of eight feet wide.

(5) Building orientation and design must be used to provide weather protection for pedestrians to the greatest practical extent.

11-706.3 Service Areas. Areas for loading, truck parking, trash compaction and other service functions must be designed with the same exterior materials and to complement the overall design of the buildings being served by them. Such areas must be screened from view of adjacent lots, public streets, and building entries. Such service areas must also comply with subsections 11-1200.1 through 11-1201.7 and 11-1201.10 of the Revised City Code - 1982.

11-706.4 Outdoor Display and Sales. The outdoor display and sale of merchandise is prohibited, except as allowed with a Special Event Permit.

11-706.5 Special Events. The Community Development Director may grant to the property owner or agent a special event permit for the gathering for a common purpose, including but not limited to musical presentation, festivals, carnivals, dances, and the display and sale of merchandise, for a time period not to exceed three days per event pursuant to such application the Director may require. The total number of days available to each property owner cannot exceed 90 days within a calendar year. The Director shall approve or deny the permit based on public safety considerations, and communicate the determination and reasons therefore to the applicant within 30 days of the receipt of a completed application. The appeal of a denial of a special event permit, if any, must be to the City Council, who shall affirm, rescind, or modify the determination within 30 days of the appeal.

(a) Every applicant must pay a fee for each special event permit regulated by this Section before being granted a permit.

(b) Special event permit fees will be established from time to time by ordinance of the City Council.

11-706.6 Dimensional Requirements

(1) Floor Area. The minimum aggregate building floor area for the entire development shall be 740,000 square feet. The minimum aggregate building floor area for the initial phase of the development shall be 445,000 square feet. The minimum floor area of a primary building shall be 40,000 square feet. The minimum floor area of a secondary building shall be 5,000 square feet.

(2) Lot Area. The minimum aggregate area of lots in the entire development shall be 120 acres.

(3) Lot Coverage. No more than 40 percent of the lot shall be covered by buildings.

(4) Setbacks. Minimum setbacks shall be as follows:

(a) Principle use buildings from:

(i) Another Building: 25 feet (does not apply to buildings with common walls or parallel building walls less than 6 inches apart)

(ii) Street right-of-way: 50 feet

(iii) Other adjacent property: 25 feet

(b) Parking and drives from:

(i) Street right-of-way: 25 feet

(ii) Other adjacent property: five feet

11-706.6 Development Plan Approval. Approval is required pursuant to subsections 11-902.5 through 11-902.13 of the Revised City Code-1982. Approval also requires a finding that the proposed development is an integrated project. Final development plan approval must be conditioned upon the developer entering into a development agreement with the City. This agreement will obligate the developer to comply with the requirements of this Chapter of the City Code, require the developer to comply with all conditions of final development plan approval by the City Council and define a financing plan for the developer's responsibilities for the payment of public improvements needed to serve the project.

CITY OF COON RAPIDS, MINNESOTA

CHAPTER 11-800

INDUSTRIAL DISTRICTS

11-801 General Regulations and Tables

11-801.1 Uses

PRINCIPLE USES	
INDUSTRIAL USES	
Manufacturing	I
Light Industry	P
Vehicle Service and Transportation	I
Vehicle repair major and minor, including the sales of parts in conjunction therewith, but not including a junk yard or salvage business.	C
Sales or rental of vehicles licensed for more than 9,000 pounds gross vehicle weight and special mobile equipment as defined in Section 9-121 of the Revised City Code-1982, except for recreational vehicles. Such use may include the sale of parts in conjunction therewith.	C
Truck rental.	C
Wholesale businesses, warehouses, or freight terminals except for storage of bulk petroleum, scrap or waste material as a primary use.	P
Catalog order facilities, provided there is no direct pickup of orders by customers.	P
Office and Research	I
Office uses	P
Research and development activities, experimental or testing laboratories.	P
Medical and dental clinics and laboratories.	P
Services	I
Service business	P
Animal hospitals, and kennels, duly licensed under Chapter 6-200,	P

Printing, blue-printing, duplicating, mailing and graphic arts.	P
Self service storage facility.	P
Outdoor storage accessory to self service storage.	C
Repair, servicing or parts sales businesses, except for businesses related to vehicles.	P
Physical fitness centers	P
Child care center, state licensed	P
Public Services and Utilities	I
Public parks and their incidental structures.	P
Governmental buildings and facilities	C
Governmental offices	C
Electric or gas substation	C
ACCESSORY USES	I
Any accessory use that is permitted in the (O) Office District.	P
Retail sales incidental to the manufacture, processing or wholesaling of products manufactured on, processed on, or wholesaled from the premises.	P

11-801.2 Development Guidelines. Developments must satisfy the following guidelines. Determination of whether these guidelines are satisfied will be made by the Planning Commission or by the City Council after receiving a recommendation from the Planning Commission.

(1) The design of buildings must have a comparable, compatible and complementary relationship to surrounding land uses. Buildings must be designed with varied exterior materials, setbacks and architectural features and details.

(2) Vary building massing, using methods including staggering building components, adding columns, recessing doorways, creating interesting shapes and short, uneven facades.

(3) Articulate building facades using techniques such as staggering, arcades, awnings, special window treatments, ornamentation and unique details. Face primary entries to public or private streets and orient doors for loading and unloading goods away from public or private streets.

(4) Provide a variety of roof shapes using techniques including pitched, gable or hip roofs or detailed parapets and cornices creating interesting roof profiles for flat roofs.

(5) Every building must include a focal element or feature adding interest or distinction, using techniques such as elevating parts of buildings, towers, or emphasizing a prominent part of the building such as a corner or main entry or by using features such as

canopies, porticoes, overhangs, arcades, facade recesses and projections and peaked roofs or raised parapets above doors or windows.

(6) High quality, exterior building materials must be used. Such materials include brick, natural stone, integrally colored (excluding single-T or double-T panels, aggregate, plain, uncolored, or raked finish) specially designed, cast-in-place concrete panels, integrally colored, concrete masonry units and similar materials, prefinished architectural metal panels, non-reflective architectural glass. (i.e. curtain wall). Accent materials may include metal, glass block, EIFS and similar materials. Exterior materials shall not include smooth-faced concrete block, pre-fabricated steel panels, reflective glass or aluminum, fiberglass or vinyl siding.

(7) Where approved, the motor vehicle fuel pump canopy roof must have the same shape, materials, and color as the roof of the principal building. Canopy supports shall be enclosed in decorative masonry or metal columns.

11-801.3 Landscaping and Screening. The landscape design objectives, the landscape plan and the size, location, quantity and type of landscape and screening plants shall meet the requirements of the current version of *Landscape Standards on File with the Community Development Director* and the following requirements:

(1) All landscaped areas shall be irrigated with an underground sprinkler system.

(2) Landscaped islands shall be provided in parking lots to break up and soften large areas of paving.

(3) All areas not covered by impervious surfaces or landscaping shall be planted with cultured sod laid over four inches of drought-resistant top soil.

(4) Trash and recycling areas, mechanical equipment and other screening shall be required in accordance with Subsection 11-1204.1

11-801.4 Open Storage Areas. Open storage areas must be located to the rear of the principal building and are permitted only when accessory to an allowed principal use. Open storage areas must be screened by walls, fences, landscaping, or combination thereof, in conformance with Subsection 11-1204.6(1), so as to conceal these areas from surrounding land uses and from adjoining public streets.

11-801.5 Loading Spaces, Overhead Doors and Service Areas.

(1) Loading spaces, overhead doors and service areas must be located in designated side or rear yards.

(2) Loading and service areas must be separated from visitor parking areas and general traffic circulation.

(3) Loading spaces, overhead doors and service areas must be designed to be compatible with the principal building. Architectural techniques, color, and landscaping must be employed to eliminate visual impacts from adjacent properties and roadways.

(4) Materials and equipment directly related to site maintenance and safety must be stored in and completely screened by an enclosure constructed of materials compatible with the principal structure subject to an approved site plan. The structure:

(a) must be located in the rear or side yards only;

(b) must be set back a minimum of 10 feet from property lines; and

(c) cannot impact emergency access, traffic flow, parking or sidewalk access.

(5) Dumpster and refuse enclosures must be gated and completely screened using enclosures constructed of materials compatible with the principal building, and must be located in designated rear yards.

11-802 (I) Industrial District

11-802.1 Intent. This District is appropriate for manufacturing, warehousing, and similar industrial uses because of access to arterials and railroads, suitable topography, and insulation from residential districts. These areas are intended to encourage the development of industrial uses which are clean, quiet, and free of hazardous or objectionable elements such as noise, odor, dust, smoke, glare, or other pollutants. These industries should be compatible with each other and with surrounding land uses.

11-802.2 Dimensional Requirements.

(1) Minimum Lot Area. 25,000 square feet.

(2) Minimum Width. 150 feet.

(3) Lot Coverage. No more than 50 percent of a lot shall be covered by buildings. At least 15 percent of the lot shall be landscaped.

(4) Maximum Building Height. 70 feet.

(5) Minimum Floor Area. 2,000 square feet.

(6) Minimum Setbacks Required.

(a) Buildings from:

(i) Street right-of-way: 35 feet.

(ii) Adjacent LDR-1, LDR-2, MH, MDR districts: 50 feet

(iii) Other adjacent property: 25 feet

(iv) Parking and drives: five feet

(b) Parking, outdoor storage areas, loading areas and drives from:

(i) Street right-of-way: 20 feet.

(ii) Adjacent residential district: 20 feet. (The Planning Commission may reduce to five feet when the use on the abutting property is a non-residential conditional use.)

(iii) Other adjacent property: five feet.

CITY OF COON RAPIDS, MINNESOTA

CHAPTER 11-900

SPECIAL DISTRICTS

11-901 (CD) Conservancy District

11-901.1 Intent. These areas are unsuitable for most residential, commercial, or industrial development due to flooding, high water table, bad drainage, slope, adverse soil conditions, important natural features, or by reason of being designated a public park or a common open space area. Most of these areas contain valuable environmental qualities which should be retained in a substantially undeveloped state in order to conserve the City's natural resources, preserve the amenities of its environment, protect ground water recharge areas, prevent the overcrowding of land, curtail pollution and siltation, and alleviate flooding problems.

11-901.2 Permitted Uses.

(1) Agricultural uses, including the cultivation and harvesting of crops according to recognized soil conservation practices and the pasturing and grazing of animals, except feedlots.

(2) Conservation uses, including drainage control, forestry, wildlife sanctuaries, and facilities for making same available and useful to the public.

(3) Open space areas.

(4) Outdoor recreational uses and facilities.

11-901.3 Conditional Uses.

(1) All grading, stripping, excavation, mining, or filling of land in accordance with the mining requirements of Section 11-1103, provided that the findings of Subsection (2) below are met.

(2) Other Land Uses. A request for a conditional use permit must be accompanied by an overall plan of the entire site showing roads, parking areas, lot lines, easements, the location of tree cover, including the designation of trees of six inches or more in diameter, the location of other natural and biological features such as wetlands and areas of valuable wildlife habitat, the location of proposed structures, existing contours, proposed grading, drainage, utilities, and landscaping. The approval of such a request must require findings that:

(a) The effect of the development upon the natural features such as ponds, streams, wetlands, or woods has been considered.

(b) The location of the natural features and the site's topography have been considered in the designing and siting of all physical improvements.

(c) Adequate assurances have been received that only those areas approved for the placement of physical improvements may be cleared.

(d) The development does not significantly reduce the natural retention storage capacity of any watercourse or impede the flow of flood waters.

(e) The soil conditions are suitable for excavation and site preparation and the drainage is designed to prevent erosion and environmentally-harmful surface runoff.

(f) The petitioner will be substantially damaged by being required to place the intended development outside the CD (Conservancy District).

(g) The conditions of subsection 11-304.3 are met.

11-901.4 District Standards. The following standards are not meant to abridge or otherwise alter any Minnesota Department of Natural Resources or watershed district authority regulations:

(1) Development Area. Unless intended for a permitted use, the minimum area for a subdivision development is five acres.

(2) Standards for lot area, setbacks, floor area, height, parking, and screening within a development are governed by the standards of the residential, commercial, or industrial zoning district most similar to the proposed as determined by the Planning Commission. Deviation from those standards may be permitted only if the deviation is consistent with the total design of the development, encourages a desirable living environment, is not detrimental to the welfare of the City of Coon Rapids, or is required in order to conserve or protect the site's natural features.

(3) Lot Coverage. No more than 10 percent of the development area located in a district can be occupied by structures, parking facilities, or roadways.

(4) Within residential developments, it shall be permissible to utilize total land area in calculating total residential units permitted for the entire development area.

(5) Areas of districts which are located in a floodplain shall be additionally subject to Section 11-1101, Floodplain Management Regulations.

11-902 (PUD) Planned Unit Development

11-902.1 Intent. This Section is intended to encourage residential, commercial, and industrial planned unit developments offering greater creativity and flexibility in site plan design than is provided under the strict application of zoning regulations, while at the same time preserving the health, safety, order, convenience, prosperity, and general welfare of the City of Coon Rapids. Planned unit developments may include one or a variety of land uses. Mixed uses may include any combination of residential, commercial, industrial, or agricultural uses planned and developed in an orderly and compatible relationship to one another.

11-902.2 Prohibited Districts. No new Planned Unit Developments may be approved in the following zoning districts: CD, LDR-1, River Rapids Overlay, Port.

11-902.3 Permitted Uses.

(1) Uses permitted in a planned unit development may consist, subject to the further limitations in this Section, of one or a mixture of land uses clearly designated by type on the approved final development plan. Mixed uses may occur among or within buildings as long as the uses are compatible with each other. All land uses in the plan must be compatible with the uses allowed in the underlying zoning district, and with planned and existing uses surrounding

the planned unit development. Any proposed modification of the final development plan, including the approved uses, is subject to the requirements of subsection 11-902.8.

(2) In the MDR and HDR Zoning Districts, at least 70 percent of the land area must be proposed of the permitted, conditional, and accessory uses allowed in the underlying zoning district, or any combination of such permitted, conditional, and accessory uses and Detached Single-family Common Interest Community Developments (DSCs), as defined and regulated in this Section, or developments exclusively of DSCs. For mixed uses on a parcel, land area for a particular use is determined by calculating the amount of land the use would need to be code compliant if on a separate parcel. For mixed uses within a building, land area per use is determined using finished floor area percentages. The 70 percent requirement may be reduced to not less than 50 percent for mixed uses on parcels less than three acres that otherwise qualify under subsection 11-902.04(8), if no other arrangement is practicable.

(3) In the LDR-2 Zoning District, only DSCs, or DSCs in combination with the permitted, conditional, and accessory uses otherwise allowed in the LDR-2 District, may be proposed as Planned Unit Developments.

11-902.4 District Standards.

(1) Access. All land uses must abut on a public street or have adequate access to a public street by means of a private drive. All streets and drives must tie in effectively with the City's existing street system and with those arterial and collector streets proposed in its Future Land Use Plan.

(2) Architectural Style. The architectural style of individual structures must be compatible with other structures in the planned unit development, with the overall site design, and with surrounding land uses.

(3) Common Open Space. Whenever possible, common open space must be linked to the open space areas of surrounding developments. Common open space must be of a size, shape, location, and usability for its proposed purpose.

(4) Density. Density is governed by the underlying zoning designation in residential zoning districts, and by the standards of the zoning districts most similar in function to the proposed use in other districts. A residential planned unit development may provide up to a 25 percent increase in the number of units per acre if the planned unit development provides substantially more site amenities than are found in a conventional residential development. The amount of density increase that may be approved depends on the character, use of existing landscape, design variation, and environmental concern of a planned unit development, the provision of significant amenities, and the extent to which building materials and landscaping exceed minimum standards. Consideration of these same standards may also provide the basis for the approval of a density decrease.

(5) Determining Standards. Standards for lot area, coverage, setbacks, parking, building materials, and screening is governed by the standards of the zoning district most similar in function to the proposed planned unit development use, as determined by the Planning Commission. Deviation from those standards may be permitted only if such deviation is

consistent with the total design of the development, encourages a desirable living environment, and is not detrimental to the welfare of the City.

(6) Exterior Boundary Setback. No principal building shall be set back less than 25 feet or the height of the building, whichever is greater, from the exterior of a planned unit development or a public street right-of-way. No commercial or industrial structure shall be nearer than 50 feet to its side or rear property lines where such line abuts a single-family use.

(7) Homeowners Association. Membership in a homeowner's association is mandatory for all residents of the planned unit development. The homeowners association must own and maintain all common open space and private interior drives.

(8) Minimum Planned Unit Development Area. Three acres of land in single ownership or control. A land use of less than three acres may qualify if one or more of the following conditions exist:

(a) The planned unit development is to include two or more principal land uses;

(b) Natural features of the land are such that development under standard zoning regulations would not be appropriate in order to conserve such features;

(c) The land is adjacent to or across the street from property which has been developed as a planned unit development and is to be developed in relationship to such prior development; or

(d) The planned unit development process is desirable to ensure compatibility and careful consideration of the effect of a development on surrounding land uses.

(9) Minimum Usable Open Space. At least 20 percent of the area of the residential portion of a planned unit development shall be Usable open space.

11-902.5 Application for Plan Approval. Before the Planning Commission may review a Planned Unit Development, the plan and an application must be submitted to the Community Development Director in accordance with the submission schedule on file in the office of the Community Development Director. The application must be signed by the property owner and the developer. The plan must include the following items:

(1) Summary sheet indicating the number of any proposed dwelling units by type and density, amount of land in Common open space, and number of parking spaces provided.

(2) Site plan showing lot lines, building locations, and interior circulation, including, but not limited to, pedestrian walkways and bicycle lanes, stacking and parking spaces, drives and loading areas, Common open space areas, development amenities, and recreational facilities, including a list of equipment.

(3) Existing significant features, including but not limited to: buildings on and within 100 feet of the site, wetlands, and vegetation.

(4) Summary sheet providing a detailed description and area of each proposed use, the density calculation under Subsection 11-902.3(2), and residential density calculations, as applicable, and a site plan showing the location of each use.

(5) Landscape plan meeting the requirements of the current version of *Landscape Standards on File with the Community Development Director*.

(6) Grading and drainage plan including existing and proposed elevations at two foot contour intervals and spot elevations within parking lots.

(7) Lighting, mailbox, sign, entry monument, and other plans as necessary.

(8) Preliminary plat in accordance with Section 11-1500 (Subdivision Regulations), as applicable.

(9) Utility plan for all public utilities.

(10) Building elevations and exterior materials for all sides, including color building exterior drawings and materials samples.

(11) Vicinity map showing sufficient area surrounding the proposed planned unit development to demonstrate the development's relationship to the adjacent land uses and street system.

(12) Description and location of all public and private easements.

11-902.6 Planned Unit Development Approval. After a complete application for a development plan is received, the Planning Commission shall conduct a public hearing, in accordance with Section 11-305, to consider the Planned Unit Development, and make a recommendation on the proposal to the City Council, in accordance with time requirements under Minnesota law. Upon receiving the Planning Commission's recommendation, the City Council shall approve, subject to conditions, or deny the plan. The findings necessary for approval shall include, but not be limited to, the following:

(1) The plan is consistent with the intent of this Section.

(2) The plan meets the standards required for a conditional use in subsection 11-304.3.

(3) Each stage of the plan can exist as an independent unit.

(4) The area surrounding the plan can be developed in coordination with and in substantial compatibility with the plan.

(5) Any proposed density transfer is consistent with the preservation and enhancement of important natural features of the site.

(6) Any density bonus is consistent with subsection 11-902.4(4).

(7) The plan exceeds the zoning district standards for uses most similar in function to the proposed uses.

11-902.7 Official Map Designation. After approval, the planned unit development shall be designated on the City's Official Zoning Map.

11-902.8 Modification of Approved Plan. An approved Planned Unit Development may be modified if the City Council, after public hearing and recommendation from the Planning Commission, finds:

(1) Any use modification conforms to the use restrictions of this Section in effect at the time the modification request is considered;

(2) Any use or design modification meets applicable City Code standards, including this Section, in effect at the time the modification request is considered.

11-902.9 Termination of Plan Approval. Approval of a development plan is effective for one year. Upon written application by the developer, the City Council, following review and recommendation by the Planning Commission, may extend plan approval for one period of up to 12 months upon finding:

(1) The proposed use or uses are consistent with the zoning current at the time of the request for an extension is considered; and

(2) The project design meets applicable City Code standards, including this Section, in effect at the time the request for an extension is considered.

11-902.10 Additional Submissions Required Prior to Final Approval.

(1) Security Agreements in accordance with subsection 11-307.3, and Section 11-1506.

(2) Homeowners Association or Condominium documents and declarations of covenants and restrictions, as applicable, must be filed with the Director, are subject to City Attorney approval, and must be recorded against the property in their approved form. These materials must provide, among other elements,

(a) A prohibition on outdoor storage;

(b) That all exterior areas and site improvements, including principal structures, are maintained by the association; and

(c) That the City is allowed, in accordance with its code violation procedures, reasonable access to abate violations of City ordinances and other laws and may assess the association therefore.

11-902.11 Building Permit Approval. No building permit shall be issued for a building in a planned unit development until the plans have been reviewed and approved by the Community Development Director and Chief Building Official.

11-902.12 Application Fee. A non-refundable application fee, to be set by ordinance shall accompany an application. On proof of financial hardship, the City Manager, or the Manager's designee, may waive an application fee.

11-902.13 Existing Planned Unit Developments. Notwithstanding any provisions in this Chapter to the contrary, a Planned Unit Development that received final approval prior to March 17, 2004 and has been substantially developed is deemed a conforming use, provided uncompleted work conforms, to the extent practicable, to state and local building code requirements, and to the requirements of this Title, in force at the time a building permit is issued. For the purposes of this Section, substantially developed means complete installation of utilities, or completion of at least 50 percent of the proposed floor area.

11-902.14 Detached Single-family Common Interest Community Developments (DSCs)

(1) Defined. A development consisting of detached single-family living units that share common open space, and are part of a homeowners association regulating items including, but not limited to, the maintenance and use of the units, private drives, and common open space.

(2) Additional Standards for Developments that include DSCs.

(a) The standards for this Section and Section 11-1200 apply; provided, unless specifically otherwise stated, where the standards for this subsection and other subsections of this Section are in conflict, the more restrictive standards apply. The Moderate Density Residential (MDR) District must be used for purposes of applying subsection 11-902.4(5).

(b) Development Standards. DSCs in Planned Unit Developments must meet the following standards:

(i) Maximum Building Height. As allowed in the underlying zoning district.

(ii) Maximum Lot Coverage (building, drives, and paved areas). 75 percent.

(iii) Common Open Space. 400 square feet minimum per unit, laid out in a contiguous fashion, no less than 50 feet in any dimension, except for access points. Must be of such condition, size, shape, location, and topography to be suitable for recreational or scenic use by all residents of the development, or contain unique natural features to be preserved. Open space must qualify under subsection 11-605.5(5)(b) clauses (i) and (ii), and is restricted as stated in subsection 11-605.5(5)(c). Developments must include a recreational amenity whose location, size, and equipment are adequate to meet the residents' needs.

(iv) Building Character. Must be comparable, compatible, and complementary to surrounding land uses.

(v) Building Materials. Buildings must use high quality varied exterior materials, including, but not limited to brick, natural stone, woods naturally resistant to decay, and fiber-cement siding. Prohibited exterior materials: smooth-faced concrete block, prefabricated steel panels, reflective glass, aluminum or fiberglass siding. Vinyl siding is prohibited on the portion of the building facing the street.

(vi) Building Design. Must emphasize interesting architectural features and details, and articulation or fenestration on exposed walls.

(vii) Roof Shapes. Must provide a variety of roof shapes and treatments, including, but not limited to: pitched roofs, dormers, chimneys, gable or hip roof accents.

(viii) Balconies, Decks, and Porches. Floors and railings must have a durable finish complementing the colors of the building. Structural members must be hidden with finish materials consistent with and comparable in quality to the exterior materials of the building.

(ix) Entry Steps. Masonry entry steps are required for the main entry. For other entries, landings must be enclosed with materials consistent with and comparable in quality to the exterior materials of the building. Surfaces must have a durable finish complementing the colors of the building.

(x) Minimum Finished Floor Area. 960 square feet per unit at or above Lot grade. At least 75 percent of the finished floor area must be at or above grade level. At least two-thirds of the finished floor area must be on a single floor. Lot grade for purposes of this Section means the lowest point of elevation of the finished surface of the ground, paving, or sidewalk within the area between the building and a line five feet from the sidewall of the building.

(xi) Foundation. Residential living space must have a perimeter foundation meeting the requirements of the Minnesota State Building Code as adopted by the City. For the purposes of this paragraph, residential living space includes, but is not limited to, all areas of a dwelling suitable and intended for living such as areas for sleeping, eating, or cooking as well as adjunct areas such as bathrooms, closets, halls, storage and utility space, and attached garages, but excludes three-season porches and similar appurtenant structures.

(xii) Garages. Minimum floor area: 484 square feet. Maximum floor area: 75 percent of the floor area of the dwelling unit to which the garage is an accessory use, but not to exceed 900 square feet. The style, color, and facing material of a garage must be compatible with the dwelling unit. A garage must have a minimum width of 20 feet and a minimum depth of 20 feet. Garage space must either be attached to the dwelling unit it is accessory to or be accessible from the living unit by passing only through private open space accessory to the dwelling unit. For other than corner lots, garage walls with vehicle entry doors facing the street may not exceed 60 percent of the width of the building wall facing the street.

(xiii) Homeowners Association. Developments must have a homeowners association

(xiv) Landscaping and Screening. The landscape design objectives, the landscape plan, and the size, location, quantity and type of landscape and screening plants must meet the requirements of the current version of *Landscape Standards On File With The Community Development Director* and the following requirements:

(aa) Underground sprinkler system irrigation for landscaped areas.

(bb) Landscaped islands in parking lots to break up and soften the appearance of large areas of paving.

(cc) Planting of cultured sod laid over four inches of drought-resistant top soil for areas not covered by impervious surfaces or landscaping.

(dd) Trash and recycling storage areas, mechanical equipment, and other screening that meet Sections 11-1204.

(xv) Minimum Lot Components. The dwelling unit, the garage accessory to the unit, required parking spaces, and the private open space accessory to the unit.

(xvi) Parking and Drives. Parking is restricted to paved surfaces, and the following requirements apply:

(aa) Minimum Number of Off-street Parking Spaces. Four and one-half spaces per unit, placed so that at least two spaces are in an enclosed garage accessory to the dwelling unit, at least four spaces are on the same lot as the dwelling unit, and at least one-half space is in a common parking area.

(bb) Except for a tandem parking space, parking and drives are prohibited within five feet of the exterior development boundary line or within 20 feet of any right-of-way line. Parking is prohibited within the sight triangle described in subsection 11-1206.2(3).

(cc) Driveways leading from a public street to a garage must have a minimum width of 10 feet per garage and a maximum width of 24 feet per driveway, excluding the entrance radii, and a minimum length of 25 feet.

(ee) Individual driveway access to arterial streets is prohibited unless no practicable alternative access exists and a driveway turnaround is provided.

(ff) To the extent not in conflict with this subsection, parking and drives must meet subsections 11-1201.2 through 11-1201.10.

(xvii) Private Open Space in Addition to Common Open Space. 400 square feet for the private use of each individual dwelling unit, located and designed to maximize its utility to the dwelling unit it serves and maximize its privacy, especially in relation to adjacent dwelling units, and set back a minimum of 10 feet from exterior boundaries and a minimum of 10 feet from private open space areas accessory to another dwelling unit.

(xviii) Other Exterior Restrictions. Fences may not exceed six feet, unless a lower height is required under Section 11-1203.

(c) Setbacks.

(i) Minimum Building Separation between Residential Structures:

Living Area to Living Area:	15 feet
Living Area to Non-Living Area:	10 feet
Non-Living Area to Non-Living Area:	10 feet

(ii) Minimum Separation, Residential Structure and

Accessory Structure:	30 feet

Common Parking Space(s): 20 feet

(iii) Minimum Setbacks, DSC unit from:

Interior access drive

Front and Rear Yards: 25 feet

Side Yards: 20 feet

Non-arterial street

Front and Rear Yards: 35 feet

Side Yards: 25 feet

This Side Yard setback applies notwithstanding subsection 11-902.4(6).

Arterial street 50 feet

This setback may be reduced on B Minor Arterial streets to 35 feet, provided driveway access is not directly onto the arterial roadway and the B Minor Arterial street is constructed as a completely improved roadway and no further upgrading of it is proposed, or the full anticipated right-of-way has been dedicated.

(d) Additional Findings. In addition to the requirements of subsection 11-902.6, these additional findings must be made for a plan to be approved:

(i) The development is designed and located to minimize traffic, noise, and other impacts on existing surrounding neighborhoods;

(ii) The development is compatible in structure and overall design with existing adjacent low density residential development; and

(iii) To the extent practicable, the development is located at the periphery of low density residential development, if any exists.

11-903 PORT Districts

11-903.1 Intent. This Section enables the creation of Port Districts to promote the unified development and revitalization of designated areas. Port Districts should direct:

(1) compact, vigorous, mixed use development;

(2) distinct unifying urban design themes, well-maintained properties, and a well-organized vehicular and pedestrian circulation pattern;

(3) higher-density residential developments around community-oriented or destination-oriented commercial, historical, and recreational land uses;

(4) attractive developments constructed of high quality materials that incorporate innovative designs and reflect a distinctive, unique character; and

(5) development consistent with the goals of the Coon Rapids Boulevard Framework Plan including:

(a) businesses concentrated in Port Districts;

(b) residential, institutional, and open space uses between the Port Districts;

(c) mixed use and multi-use development;

(d) housing serving community needs;

(e) increased open space; and

(f) distinct design themes for each Port District.

(6) The mixture of compatible land uses within each Port is essential to establishing the level of vitality and intensity needed to support associated retail and service uses. Each Port shall have a distinct, individual design theme, as exemplified by its landscape, architecture, lighting and color styles, planned public amenities, and allowed uses.

11-903.2 Definitions.

(1) Port or Port District. A Preservation or Renovation Tract is a defined zoning district within the City, created with the intent of encouraging development or redevelopment according to a defined theme, within a defined framework of public and private improvements and amenities.

(2) Port Elements Plan. A city-developed plan, adopted by resolution, to promote Port continuity and theme that may prescribe, in both graphic and verbal form, public and private improvements including, but not limited to, site architecture, landscape materials and treatments, lighting design, building treatments and colors, signage, fences, walls, railings, seating, litter receptacles, and other street furniture and structures.

(3) Port Master Plan. A conceptual plan for an entire Port that includes, but is not limited to, proposed uses and use relationships, densities or floor area ratios for each use classification, site circulation, pedestrian systems, parking plans, open space locations, and examples of proposed building types. A Port Master Plan may be developed by the City or by a private developer, landowner, or other applicant.

11-903.3 Uses.

(1) Use Table. Permitted, conditional, and accessory uses are specified in the following table as “P,” “C,” and “A,” respectively. Uses not permitted in some Port Districts are specified as “NP” and uses not listed in the table are not permitted in any Port District.

Use	Port District			
	River-walk	Campus Square	Evergreen	Wellness
Residential Uses				
Dwellings				
Townhouse/single-family attached dwelling	P	P	NP	P
Multiple-family dwelling (more than four units)	P	P	P	P
Live-work unit	P	P	P	P
Congregate Living				
Community residential facility	P	P	NP	P

Use	Port District			
	River-walk	Campus Square	Evergreen	Wellness
serving up to 16 residents				
Community residential facility serving more than 16 residents	C	C	NP	C
Dormitories	NP	C	NP	C
Nursing homes, boarding care, assisted living	P	P	P	P
Institutional and Civic Uses				
Educational Facilities				
Group family day care, family day care, group day care	P	P	P	P
Public or private grades K-12 schools	C[1]	NP	NP	NP
College, university, seminary, etc.	C	C	C	C
Trade school, arts school, dance school, etc.	C	C	C	C
Social, Cultural, Religious and Recreational Facilities				
Public library	P	P	P	P
Community center, art center, museum	P	P	P	P
Public and private park, playground	P	P	P	P
Private nonprofit recreation center, pool	P	P	P	P
Place of worship and place of assembly	P	P	P	P
Public Service and Utilities				
Governmental buildings and structures without outdoor storage	C	C	C	C
Public utility buildings and structures without outdoor storage	C	C	C	C
Commercial and Office Uses				
Offices	P	P	P	P
Medical and dental clinics and offices	P	P	P	P
Bed and breakfast residence (up to six rooms)	C	C	NP	C
Parking – principal use	C	C	C	C
Service businesses [2]	P	P	P	P
Bank, financial institution	P	P	P	P
Food and related goods [3]	P	P	NP	NP
General retail [4]	P	P	P	P

Use	Port District			
	River-walk	Campus Square	Evergreen	Wellness
Eating places [5]	P	P	P	P
Day care center	P	P	P	P
Funeral home, mortuary	P	P	P	P
Laundromat (self-service)	P	P	P	P
Hospital	NP	NP	NP	P
Motel, hotel, inn	C	C	P	C
Photocopying	P	P	P	P
Veterinary clinic (no exterior animal runs)	P	P	NP	NP
Printing and publishing	C	C	C	C
Studios of artists or craftspeople	P	P	P	
Service businesses with showroom or workshop, including office - warehouses (contractor, painter, etc.)	C	C	C	C
Small appliance repair (excluding internal combustion engines)	P	P	NP	NP
Theaters, assembly halls	C	C	NP	NP
Health clubs and fitness centers	C	C	C	C
Indoor recreation (bowling, billiards, etc.)	C	C	NP	P
Commercial outdoor recreation (swim club, miniature golf, etc.)	C	C	NP	NP
Limited production and processing [6]	C	C	C	
Vehicle Services				
Convenience stores with accessory car washes and/or fuel sales, provided no more than eight dispensing hoses may be operable simultaneously	C	C	C	NP
Convenience stores with accessory car washes and/or fuel sales, provided no more than 16 dispensing hoses may be operable simultaneously	NP	NP	C	NP
Auto repair, detailing or servicing with or without fuel sales	C	C	NP	NP

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[1] May not occupy more than five percent of the total development area in Port Riverwalk.

[2] Service businesses: Service businesses include provision of services to the general public that produce minimal off-site impacts. Service businesses include but are not limited to the following:

barber and beauty shops
dry-cleaning (direct customer service; plants servicing more than one retail outlet are not permitted)
interior decorating/upholstery
locksmith
mailing and packaging services
radio and television service and repair
shoe repair
tailor shop
watch repair, other small goods repair
picture framing

[3] Food and related goods: These uses include the following uses, characterized by the sale of food and related goods to the public for consumption off the premises.

grocery store, supermarket
butcher shops
bakeries
candy
greengrocer, other specialty food
catering

[4] General retail: General retail sales include the retail sale of products, sometimes with provision of related services, to the general public that produce minimal off-site impacts. General retail sales include but are not limited to the following:

antiques and collectibles store
art gallery
bicycle sales and repair
book store, music store
clothing and accessories
drugstore, pharmacy
electronics sales and repair
florists
jewelry store
hardware store
liquor store
news stands, magazine sales

photographic equipment; film developing
stationery store
picture framing

5 Eating places:
restaurants with or without liquor sales,
delis, take-out establishments
cafés, coffee shops

6 Limited production and processing. These uses produce minimal off-site impacts due to their limited nature and scale, and are considered compatible with office, retail and service uses. Limited production and processing may include wholesale and off-premises sales. Limited production and processing includes:

apparel and other finished products made from fabrics
computers and accessories, including circuit boards and software
electronic components and accessories
film, video and audio production
food and beverage products, except no live slaughter, grain milling, cereal, vegetable oil or vinegar processing
precision medical and optical goods
signs, including electric and neon signs
watches and clocks
wood crafting and carving
wood furniture and upholstery

(2) Conditional Use Standards. Drive-through uses or any use that exceeds the size requirements listed may be allowed as conditional uses. To the extent not otherwise required by subsection 11-304.3 (Conditional Use Permit Procedures and Requirements), no conditional use may be granted unless the applicant demonstrates the proposed use:

(a) advances the intent of this Section;

(b) allows for development of the property in an efficient, well-organized way; and

(c) is incorporated into a plan that provides substantial site amenities, buffers, and other elements.

(3) Licensing Standards Apply. Uses allowed herein are allowed only to the extent of further requirements under Title 5 (Licensing Procedures).

(4) Varied density residential under Section 11-1003 is not permitted.

11-903.4 Mixed Uses Encouraged. Compatible permitted and conditional uses may be combined within the same building.

(1) A development area, as defined by a Port Master Plan, of five acres or more must include at least two of the following Table 11-903.3(1) use categories:

(a) Commercial Uses.

(b) Residential Uses.

(c) Institutional Uses.

(d) Office Uses.

(e) Civic Uses.

(2) If over 50 dwelling units are proposed in a site plan or Port Master Plan, at least two housing types must be included from the Table 11-903.3(1) use categories.

11-903.5 Gross Densities.

(1) Minimum Density. Eight units per acre, to include live-work units and units in mixed use buildings.

(2) Maximum Density.

(a)	Townhouses or live-work units:	15 units per acre
(b)	Multi-family buildings:	30 units per acre
(c)	Mixed use buildings and senior apartments:	30 units per acre

11-903.6 Dimensional Standards, Residential, and Live-Work Uses.

(1) Height. The majority of all buildings on any parcel or development site shall be a minimum of 20 feet in height. Buildings with two floors above grade are encouraged.

(2) Minimum Lot Area. 2,000 square feet for attached units such as townhouses; 6,000 square feet for all other buildings.

(3) Minimum Lot Width. 24 feet for attached units; 50 feet for all other buildings.

(4) Setbacks.

(a) Principal or accessory structures from:

(i) Arterial Streets: a minimum of 30 feet as measured from the curb except that in no event shall the setback be less than 22 feet from the street right-of-way.

(ii) Collector and Local Streets: Minimum 10 feet; zero feet for live-work units, and maximum 20 feet as measured from the street right-of-way.

(iii) Side or Rear Property Line: 10 feet minimum; add one foot of setback for each additional one foot of height above 35 feet.

(b) Parking areas:

(i) From Street Rights-of-Way: No less than the setback of the principal structure.

(ii) From Adjacent Properties: 10 feet.

(c) Notwithstanding these requirements, no structure may encroach into any right-of-way, sidewalk, or similar easement.

(5) Maximum impervious coverage: 80 percent of development area.

(6) Minimum Finished Floor Area Per Unit.

Number of bedrooms	Townhouse or Live - Work Unit	Multiple Family/Retirement or Handicapped
Efficiency	NA	500 square feet/440 square feet
One	700 square feet	600 square feet/520 square feet
Two	800 square feet	700 square feet/600 square feet
Three or more	960 square feet	800 square feet plus 100 square feet for each additional bedroom over three

(7) Open Space. The following minimum square footage of private and common open space must be provided. The common open space area must be contiguous, may include setback areas, and must be suitable for recreational or scenic use by residents of the development.

Open Space	Private	Common	Common
	Townhouse or Live-Work Unit	Multiple Family	Retirement or Handicapped
Square feet of open space required per unit	500	Efficiency - 250 One Bedroom - 250 Two Bedrooms - 350 Three or more Bedrooms - 450	250

(8) Parking.

Residential Type	Minimum Parking Spaces Per Unit			
	Common Off-street	Garage	Private Off-street	Total
Live-Work	.5	1	1.5	3
Townhouse	.5	1	1.5	3
Multiple Family	.25	1	1	2.25
Retirement or Handicapped	.8	.2	.2	1.2

(9) Garages. Garages must contain a minimum of 300 square feet and a maximum of 75 percent of the floor area of the unit to which the garage is an accessory use to a maximum of 900 square feet. A garage must have a minimum width of 12 feet and a minimum depth of 22 feet. A common garage parking space shall have a minimum width of nine feet and minimum depth of 20 feet.

11-903.7 Dimensional Standards, Nonresidential and Mixed Uses.

(1) Height. All buildings must be a minimum of 20 feet in height. Buildings with two or more floors above grade are encouraged.

(2) Minimum Lot Area. The lot area must be sufficient to accommodate principal and accessory buildings, and required parking, setbacks, and landscaped areas.

(3) Minimum Lot Width. Free-standing buildings, 50 feet; attached storefronts, 20 feet.

(4) Setbacks.

(a) Principal or accessory structures in Ports Campus Square and Riverwalk from:

(i) Arterial Streets: a minimum of 30 feet as measured from the curb except that in no event shall the setback be less than 22 feet from the street right-of-way.

(ii) Collector and Local Streets: minimum 10 feet; zero feet for live-work units, and maximum of 20 feet as measured from the street right-of-way.

(b) Principal or accessory structures in Ports Evergreen and Wellness from:

(i) Arterial Streets: 50 feet, except if the arterial street boulevard exceeds 20 feet, the building setback from the right-of-way may be reduced to a minimum of 10 feet, provided a minimum of 70 feet is maintained between the building and the arterial street curb.

(ii) Collector and Local Streets: a maximum of 50 feet

(c) Principal or accessory structures in all ports:

(i) Side or rear yard: 10 feet minimum unless attached.

(ii) Between principal structures: 20 feet minimum unless attached.

(d) Parking areas in all Ports:

(i) From street rights-of-way: 20 feet minimum.

(ii) From adjacent residential properties: 10 feet minimum.

(iii) From adjacent nonresidential properties: five feet, unless parking areas are combined or shared.

(5) Minimum Floor Area Ratio. .6 (based on lot area for a specific building).

(6) Maximum Impervious Coverage. 80 percent of development area.

(7) Building Floor Areas. In Ports Campus Square and Riverwalk, minimum 2,000 square feet; maximum 20,000 square feet with no single use in a building exceeding 15,000 square feet. In Ports Evergreen and Wellness, minimum 5,000 square feet and no maximum floor area requirement.

11-903.8 Development Guidelines. The guidelines in subsection 11-1003.11 shall apply, except in Ports Evergreen and Wellness where subsections 11-1003.11(1), (3), and (4) may be waived to ensure compatibility between proposed and desirable existing buildings.

11-903.9 Street Design.

(1) Intent. Local and connecting streets within each Port shall be designed to encourage walking and cycling, to calm traffic, and to maximize pedestrian connections to adjacent neighborhoods and land uses. To achieve these goals, local streets should be relatively narrow and should include street trees and sidewalks on both sides. The following criteria and standards apply to all new streets and extensions of existing streets.

(2) Connectivity. Streets shall connect with or terminate at other streets unless no other arrangement is practical. Cul-de-sac streets are prohibited unless necessitated by physical or site constraints.

(3) Sidewalks. Public streets shall be designed with sidewalks on both sides. Nonresidential sidewalk width shall be five feet or more, and eight feet or more in areas of high pedestrian activity.

(4) Street Trees. Street trees shall be provided along all streets at regular intervals to define street edges, to buffer pedestrians from vehicles, and to provide shade. Trees should be located in a planting strip at least five feet wide between the curb and sidewalk, or in an approved planter or planting structure.

(5) Public Residential Streets.

(a) Right-of-way: 50 feet minimum

(b) Pavement width: 32 feet minimum with parallel parking on one side.

(6) Nonresidential Streets.

(a) Right-of-way: 60 feet minimum

(b) Pavement width: 38 feet minimum with parallel parking on both sides; 40 feet minimum with diagonal parking on both sides.

(7) Traffic Calming. Traffic calming methods such as reduced curb radii, narrowed pavement at pedestrian crosswalks, speed tables, and bump-outs at mid-block or intersections should be used where appropriate to improve pedestrian safety and slow through traffic.

11-903.10 Master Plan Procedure and Requirements.

(1) Plan Review. A Port Master Plan must be approved prior to the submission of a site plan for development. The Port Master Plan shall be approved in preliminary and final form. The Port Master Plan, and individual site plans under it, shall be in such form and according to standards on file with the Director. A Port Master Plan must conform to the requirements of this Chapter and applicable Port Elements Plan.

(2) Preliminary Port Master Plan Procedure. A complete Preliminary Port Master Plan must be submitted at least 30 days prior to the Planning Commission meeting. The Planning Commission shall conduct a public hearing in accordance with subsection 11-305.4 and shall make a recommendation to the City Council, which must approve or deny the Plan.

(3) Final Port Master Plan Procedure. A complete Final Port Master Plan in substantial conformity to the Preliminary Port Master Plan must be submitted at least 30 days prior to the Planning Commission meeting. The Planning Commission shall make a recommendation to the City Council, which shall approve or deny the Plan.

11-903.11 Site Plan Procedure.

(1) Preliminary and Final Site Plan. A preliminary site plan may be submitted separately, and may be so required by the Director for large, phased, or complicated developments; otherwise, a preliminary and final site plan may be submitted concurrently. The plan must be in conformity with the Port Master Plan and Port Elements Plan, and must be submitted at least 30 days prior to the Planning Commission meeting.

(2) Planning Commission Procedure. The Planning Commission shall, for a preliminary site plan or for combined preliminary and final site plans, conduct a public hearing in accordance with subsection 11-305.4 and make a recommendation to the City Council.

(3) Final Plan Procedure. When not submitted concurrently, a complete final site plan in substantial conformity to the approved preliminary site plan must be submitted at least 30 days prior to the Planning Commission meeting. The Planning Commission shall make a recommendation to the City Council, which shall approve or deny the Plan.

(4) The duration of the final site plan approval shall be governed by subsection 11-305.7.

11-903.12 Use and Standards Flexibility Rules.

(1) During the site plan consideration process, the Planning Commission must provide a recommendation to the City Council regarding any proposed dimensional, design standard, or use flexibility request.

(2) Dimensional Flexibility. The City Council may approve modification of one or more area or dimensional standards of an underlying district if an applicant demonstrates such modification will result in better integration of uses or additional public amenities that will further the intent of this Section.

(3) Design Standard Flexibility. The City Council may approve an alternative approach to meeting any of the design standards in this Section if an applicant demonstrates such

modification is necessary to respond to site conditions, will result in better integration of uses or additional public amenities, and will further the intent of this Section.

(4) Use Flexibility. The City Council may approve a use, density of use, or mix of uses different from what is allowed upon findings that:

(a) The modification significantly advances the intent of this Section;

(b) The modification is necessary to develop the property in an efficient, well-organized way; and

(c) The plan provides significant site amenities, buffers, and other elements to offset any potential harmful effects that could be caused by the use.

11-903.13 Severability. If any subsection or portion of any subsection of this Section is deemed invalid or unconstitutional by a Court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the other subsections or portions of subsections of this Section.

11-904 Riverdale Station Transit District

11-904.1 Intent. The Riverdale Transit District is intended to promote a lively, prosperous neighborhood center that is an attractive place to live, work, and shop with less reliance on the automobile. Specifically the purposes of this District are:

(1) to reinforce the use of transit by encouraging a mix of moderate and high density development for people of a variety of income levels and stages of life, within walking distance of the Riverdale Station;

(2) to create a pedestrian friendly environment that encourages walking, bicycling, and transit use; and

(3) to create a neighborhood identity that promotes human interactions and safety.

11-904.2 Applicability. The regulations of this Section apply to new development and to alterations to existing development that change its use or intensity of use.

11-904.3 Compatibility with Public Improvements Required. Site plans must demonstrate compatibility with applicable improvement, amenity, or design elements as adopted by resolution of the City Council and with the Riverdale Station Area Transit Oriented Development Design Guidelines adopted by the Coon Rapids City Council in 2008, as amended. Such elements include, but are not limited to, sculpture, fountains, benches, lighting, signage, fencing, pavement, and landscape materials.

11-904.4 Station Area Plan Procedure. No new development or redevelopment may occur, and no building permit will be issued, without approval of a Station Area Plan conforming to the requirements of this Section. Approval of individual site plans must conform to the Station Area Plan. Upon the submission of the Station Area Plan, the Planning Commission will conduct a public hearing in accordance with subsection 11-305.4 and make a recommendation to the City Council, which must approve, modify, or deny the Station Area Plan.

(1) The Station Area Plan must include the following:

(a) a drawing showing existing conditions such as property boundaries, generalized contours, site features such as wetlands and wooded areas, and surrounding land uses and development;

(b) a conceptual development plan showing public and private open space, and general site data such as building locations, density, setbacks, ponding areas, parking areas and generalized screening, buffering and landscaping concepts;

(c) generalized traffic information including proposed new streets and alley connections, and improvements to existing roads; and

(d) an elements plan that includes, but not limited to, lighting, public art, planters, fountains, litter receptacles, benches or seating areas.

(2) The findings necessary for approval of the Station Area Plan include, but are not limited to, the following:

(a) the Station Area Plan is consistent with the intent of this District;

(b) the Station Area Plan is consistent with the Riverdale Station Area Transit Oriented Development Design Guidelines;

(c) the Station Area Plan reflects development that:

(i) is not detrimental to the public health, safety, or general welfare;

(ii) is not hazardous, detrimental, or disturbing to surrounding uses, or that creates pollution, vibration, general unsightliness, electrical interference, or other nuisances;

(iii) does not create traffic congestion, unsafe access, or parking needs that will cause inconvenience to adjoining properties;

(iv) is served adequately by essential public services such as streets, police, fire protection, utilities, and parks;

(v) does not create excessive additional requirements at public cost for public facilities and services; and is not detrimental to the economic welfare of the City; and

(vi) causes minimal adverse environmental effects; and

(d) each phase or stage of the Station Area Plan can exist as an independent unit.

(3) Design Considerations

(a) <u>Building Scale.</u>

(i) A mixed-use development must provide a range of building types.

(ii) Buildings along Northdale Boulevard must match the scale of the houses across the street and increase in height and density towards the interior of the site.

(iii) Development shall provide sensitive transition between adjacent uses and scales

(b) Edges.

(i) New development along the north edge must be oriented to be compatible with the future development of the retail center.

(ii) Blocks on the north edge of the site must accommodate future street connections to the north.

(iii) Development along the station will face the platform to provide added public safety, access and marketability.

(c) Open Space Connections. Development will incorporate public and private open space, and open space connections via sidewalks or trails.

(d) Views.

(i) Development must highlight and frame views into the site from north and south on Northdale Boulevard with artistic and architectural elements.

(ii) Buildings, open spaces and street designs will be used to emphasize important views.

(e) Access.

(i) Development will be designed to accommodate future accesses to the properties to the north.

(ii) Development must emphasize interconnectivity by utilizing a street grid system, and multi-modal street network.

11-904.5 Individual Site Plan Procedure. Following City Council approval of a Station Area Plan, application may be made for approval for the development of individual or multiple sites. All proposals must include a site plan application and may include a subdivision application. Site plans and subdivisions must be consistent with the approved Station Area Plan and this Chapter. The decision of the Planning Commission with respect to individual site plan review is final, subject to appeal to the City Council meeting the requirements of subsection 11-305.6. Subdivision applications must meet the requirements of Section 11-1500.

11-904.6 Uses

(1) Permitted Uses.

(a) Residential

(i) Townhouses

(ii) Apartments/Condominiums

(iii) Upper story residential uses above commercial or office uses

(b) Non-Residential

(i) Retail sales

(ii) Restaurants without drive thru

(iii) Financial institutions without drive thru

(iv) Medical and professional offices

(v) Commuter rail station

(vi) Parking structures

(vii) Bakeries, delicatessens, coffee shops

(viii) Daycares

(ix) Neighborhood service as defined in Revised City Code-1982 subsection 11-2803(1)

(x) Physical fitness centers not to exceed 3,000 square feet

(2) Conditional Uses. Live/work units for retail, professional and service providers, small scale manufacturing and artisans, and food preparation and sales that do not involve frying, provided the work area does not exceed 50 percent of the floor area of the dwelling unit. Live/work units must meet the following criteria:

(a) No one is transported from the premises to a job site who does not reside on the premises;

(b) The business is serviced by delivery vehicles no larger than 26,000 pounds gross vehicle weight;

(c) There is no outdoor storage or display of equipment or materials used in the business;

(d) The following uses are prohibited: repair of internal combustion engines; body shops; machine shops; welding; ammunition manufacturing; flea markets; motor vehicle repair maintenance, service or sale; firearm sales; tattoo parlors or other objectionable uses as determined by the City Council;

(e) The business area is restricted to the first floor and must have a direct access to the street;

(f) No more than one person who does not reside on the premises works on the premises;

(g) The workspace must meet the requirements of the building code for the type of activity/use being undertaken;

(h) The commercial component of the unit, as shown on the approved plans, cannot be converted to residential use;

(i) The commercial component will not detract from, or otherwise be a nuisance to, the other residential units in the building;

(j) The commercial use will not generate external noise, odor, glare, vibration, or electrical interference detectable to the normal sensory perception by adjacent neighbors; and

(k) No explosive, toxic, combustible, or flammable materials in excess of what would be allowed incidental to normal residential use can be stored or used on the premises.

(3) Accessory Uses.

(a) Customary accessory uses on the same lot.

(b) Accessory dwelling units above garages.

(c) Outdoor seating associated with a food service business.

11-904.7 Development Standards.

(1) Building Design. Building design standards apply to all buildings unless specifically noted.

(a) Each building and separate leased space must have a primary entrance from a street sidewalk. Public entrances must be easily identified and distinct from the remainder of the building by use of architectural form, materials, colors, awnings, or canopies. Entries will clearly define their function, and be in scale to people and surrounding buildings.

(b) Windows will be vertically proportioned and in scale with buildings and may vary in size. Ground floor commercial and office uses must contain a minimum of 50percent glass per ground floor wall area on all street frontages and must not extend to the unit edges. Tinted glass and opaque glass are prohibited. Ground floor wall area is that area from three feet above grade to nine feet above grade the entire width of the street-facing elevation.

(c) Buildings must display a distinct base, middle, and top. Similar materials and design must be used on all sides of a building.

(d) Buildings must appear varied in their vertical and horizontal planes through design techniques including, but not limited to: variations in rooflines and building height; offsets in the building face; use of multiple rooflines and building corners; cornice detailing; and changes in parapet elevations.

(e) The mass, proportion and scale of the building, roof pitch, and the proportions and the relationship between doors and windows must be compatible with surrounding buildings.

(f) Buildings may have flat, pitched or mansard roofs. Roof material and colors must be complementary to and consistent with the exterior building materials. Dormers and projecting bays are encouraged, especially on larger and longer roofs.

(g) The design and construction of new buildings, or reconstruction of existing buildings must incorporate Leadership in Energy and Environmental Design (LEED) principles to achieve at least a “LEED Certified” rating.

(h) Rooftop mechanical equipment must be screened from view using materials incorporated into and compatible with the building.

(i) Balconies and/or porches are required for all residential units and must face the sidewalk and street.

(j) Permitted Materials Exterior Building and Parking Structures: brick; natural or cut stone; fiber cement siding; and stucco on upper floors. Factory-finished architectural metal and metal that develops an attractive oxidized finish, such as copper or weathered steel, may be used as architectural accents.

(2) Dimensional Requirements.

(a) Minimum Lot Size: None

(b) Maximum Lot Size: 2 acres

(c) Maximum Impervious Coverage:

Residential 85percent

Other Uses 95percent

(d) Density

Residential

Minimum 7 units/acre

Maximum None

(e) Maximum Building Height

Buildings within 100 feet of Northdale Boulevard 30 feet

Other 60 feet

(f) Minimum Building Height: Two stories

(g) Building Setbacks (Including Parking Structures)

Street Type and Property Lines	Residential Buildings	Office, Commercial and Mixed Use Buildings
Station Streets*	0 feet Minimum 10 feet Maximum	0 feet Minimum 5 feet Maximum (may be increased to 20 feet if area is used for plaza, courtyard or seating)
Residential Streets*	0 feet Minimum 10 feet Maximum	0 feet Minimum 5 feet Maximum (may be increased to 20 feet if area is used for plaza, courtyard or seating)
Collector Streets*	0 feet Minimum 20 feet Maximum	0 feet Minimum 10 feet Maximum
Side Property Lines	0 feet Minimum	0 feet Minimum
Rear Property Lines	15 feet Minimum	5 feet Minimum

*Setbacks are measured from the right-of-way.

(h) Paving Setbacks**

Property Lines or Sidewalks 7 feet minimum

From Buildings: 5 feet minimum

** Parking must not be located closer to the street than the principal building.

(3) <u>Street Design.</u>

(a) Street network must include provisions for future street extensions and connections with the property to the north.

(b) Streets must be multi-modal and be able accommodate cars, bicycles and pedestrians.

(c) Sidewalks are required on both sides of streets.

(d) Streets shall be organized according to a hierarchy (collector, station and residential streets) based on function, size, capacity, and design speed; streets and rights-of-way are therefore expected to differ in dimension.

(e) No block face may exceed 300 feet in length without a dedicated alley or pathway providing through access for pedestrians.

(f) On street parking is encouraged where possible.

(g) The layout of the street system must be in a grid pattern or modified grid pattern emphasizing interconnected streets.

(4) Parking.

(a) Minimum per dwelling unit: 1.5 parking spaces. At least one space per unit must be enclosed.

(b) Non-residential uses: maximum three spaces per 1,000 square feet (gross) and minimum one per 500 square feet (gross) for uses covering less than 1,000 square feet.

(c) On lots serving more than one use, the total number of parking spaces may be reduced by 20percent provided the applicant demonstrates the peak parking demand does not coincide among the uses and the total parking demand at any one time will not exceed the total capacity of the facility.

(d) Driveway access to parking lots must be from side streets or alleys. Adjacent properties may share driveway access where practical to do so.

(e) Surface parking lots must be located to the rear or side of the building, must include pedestrian walkways and connections to the street sidewalks, and must not cover more than 50percent of the lot.

(f) Parking located to the side of a building must not cover more than 33percent of the lot width.

(g) Surface parking lots with more than 60 spaces must be divided into separate sections using landscaped areas at least 10 feet wide.

(h) Maximum number of contiguous parking spaces is 10. Breaks and ends of spaces must incorporate landscaped islands 10 feet or more wide.

(i) Minimum surface parking lot landscaping will be three percent of gross square footage.

(j) Surface parking lots must be screened along all sidewalks by a landscaped buffer including a three foot high wall or fence compatible with adjacent structures.

(k) Structured parking must be designed to be and constructed of material that is architecturally compatible with the principle building.

(l) Parking structures must include well designed and identified pedestrian walkways connecting to the sidewalk system.

(m) Commercial or office uses must occupy at least 80percent of the ground level frontage of parking structures along all streets.

(5) Loading spaces, overhead doors, and service areas.

(a) Loading spaces, overhead doors, and service areas must be located in or face designated rear yards.

(b) Loading and service areas must be separated from visitor and employee parking areas and general traffic circulation.

(c) Loading spaces, overhead doors, and service areas must be designed to be compatible with the principle building. Architectural techniques, color, and landscaping must be used to eliminate visual impacts from adjacent properties and roadways.

(d) Outdoor storage is prohibited.

(6) Landscaping and Site Design.

(a) The plan for landscaping must include ground cover, bushes, trees, foundation plantings, sculpture, fountains, decorative walks, or other similar site design features or materials. In addition to the table below, landscaping must conform to City of Coon Rapids *Landscaping Standards on file with the Director of Community Development*.

Street Frontage	Foundation	Parking Lot	Screening
One over-story per 35 linear feet of frontage.	One deciduous or evergreen shrub per one linear foot of foundation.	Minimum of 3percent of parking area must contain landscaped islands with a minimum width of 10 feet Two over-story trees per parking lot island	Parking and drive aisles must be screened by a three to four foot high hedge in combination with a fence or wall. The hedge must consist of individual shrubs with a minimum width of 24 inches, spaced no more than 36 inches on center. The fence or wall not to exceed four feet in height. An over story tree must be planted a minimum of every 35 feet within the seven feet of required landscape buffer, located on the street side of the fence. The spacing of these trees must alternate with street trees so that the final effect is a staggered tree line.

(b) Landscaped areas must be irrigated.

(c) Landscaping and site design must incorporate the current Low Impact Development (LID) principles as published by the U.S. EPA in LID Design Manual (*Low Impact Development Design Strategies: An Integrated Design Approach*) in force at the time the application is to be approved.

(d) Public open space will be provided as shown on the Station Area Plan at the rate of 15percent of the area included in the Station Area Plan. The public space must include neighborhood parks and playgrounds, a signature park space adjacent to the station area, street center medians where appropriate, and public gathering spaces. Private plazas and patios must be integrated into residential, mixed use, and other commercial buildings at a rate of 50 square feet per 1,000 square feet of floor area.

(e) Public art must be incorporated into building sites around the station area.

(7) Dumpster and Refuse Enclosures.

(a) Dumpsters must be gated and screened using enclosures constructed of materials compatible with the principle building.

(b) Dumpster enclosures must be located in designated rear yards.

(c) Enclosures must be integrated into the design of the principal building.

(8) Awnings.

(a) Awnings must be of a weather treated canvas or fabric.

(b) The bottom of the fringe must not be lower than seven feet four inches or higher than eight feet from the sidewalk. Awnings must extend between three and four feet from the face of the building.

(c) Illuminated and backlit awnings are prohibited.

(d) Awning colors must coordinate with building facade color scheme, adjoining buildings, and the streetscape.

(9) Lighting.

(a) Site lighting must be designed so that it is coordinated in style, design, height, size, and color with the general street lighting in the district and Elements Plan.

(b) Full cut-off lighting must be used.

(c) Maximum pole height is 25 feet for parking lots and streets; 12 feet for sidewalks and pedestrian areas.

11-904.8 Sign Regulations.

(1) General Requirements. Unless otherwise specified in this Section, the requirements of Section 11-1202 (Sign Regulations) apply. Off-premises signs are prohibited. Signs must demonstrate compatibility with associated structures and be standardized in terms of style with other approved signs on the site. Wall signs must be standardized in terms of location on building. Back-lit signs (excluding individual letters), molded plastic canister signs, signs with strobe lights, flashing elements, and distracting actions are prohibited.

(2) Ground Signs. Ground signs, except kiosks and signs placed and owned by the City of Coon Rapids, are prohibited.

(3) Wall Signs, Projecting Signs, and Other Signs.

(a) Wall sign maximum size and location is a total of one square foot of wall mounted signage per one linear foot of unit or building width, not to exceed 32 square feet. Wall signs must not extend higher than 12 inches below the sill of second story windows.

. (b) One wall mounted sign and one projecting sign are permitted on each storefront. A projecting sign may also be additionally permitted on the side façade.

(c) Projecting signs must not exceed eight square feet, extend more than four feet from the building face, extend higher than 12 inches below the sill of second story windows, and must not be lower than seven feet four inches from the sidewalk.

(d) Projecting signs on a single lot must not be within 20 feet of one another.

(e) Sign boards are limited to unlit A-frame signs, and must not exceed three feet in height nor six square feet per side. Signs must not obstruct pedestrian traffic nor impede vehicular traffic. Only one sign board may be displayed per business at any given time. The sign must be between the side walls of and in front of the business, and may be displayed only during business hours.

(f) Window signs are allowed provided they do not cover more than 30percent of any window.

(g) Business logos or emblems up to four square feet are permitted, and must be located on the top or angled portion of an awning. No more than one emblem or logo is permitted on an awning.

11-904.9 Dimensional and Design Standard Flexibility Rules.

(1) Dimensional Flexibility. The Planning Commission may approve modification of one or more area or dimensional standard if an applicant demonstrates such modification will result in better integration of uses, provide significant site amenities, buffers, and other elements to offset any potentially harmful effect that could be caused by this use or provide additional public amenities that will further the intent of this Section.

(2) Design Standard Flexibility. The Planning Commission may approve an alternative approach to meeting any of the design standards in this Chapter if an applicant demonstrates such modification is necessary to respond to site conditions, will result in better integration of uses, be more energy efficient, or provide significant site amenities, buffers, and other elements to offset any potentially harmful effect that could be caused by the use and will further the intent of this Section.

(3) Use Flexibility. Not allowed.

CITY OF COON RAPIDS, MINNESOTA

CHAPTER 11-1000

OVERLAY DISTRICTS

11-1001 Mississippi River Corridor Critical Area Overlay District Boundaries

11-1001.1 Findings. The City of Coon Rapids finds that the Mississippi River Corridor is a unique and valuable local, state, regional, and national resource. The river is an essential element in local, regional, state, and national transportation, sewer and water, and recreational systems, and serves important biological and ecological functions. The prevention and mitigation of irreversible damage to this resource and the preservation and enhancement of its natural, aesthetic, cultural, and historic values is in furtherance of the health, safety, and general welfare of the City.

11-1001.2 Intent. The intent of this Chapter is to protect the health, safety, and public welfare through the adoption of controls that will:

(1) Promote orderly development of residential and recreational uses within the length of the Corridor located in the City.

(2) Conserve the natural and scenic beauty of the river Corridor.

(3) Conserve and develop the natural resources of the Corridor.

(4) Provide for the compatibility of different land uses and the most appropriate use of land throughout the Critical Area.

11-1001.3 Establishment of Mississippi River Corridor Critical Area Overlay District. A Mississippi River Corridor Critical Area Overlay District with its attendant regulations is hereby established as a part of the zoning ordinance of the City. This District shall overlay the zoning districts presently in existence, or as amended, so that any parcel of land lying in the Overlay District shall also lay in one or more of the underlying established zoning districts. Territory within the Overlay District shall be subject to the requirements established in this Section as well as restrictions and the requirements established by other applicable City Code regulations. Within the Overlay District, all uses shall be permitted in accordance with the regulations for the underlying zoning district or districts; provided, however, that such uses shall not be entitled to or have the appropriate development permit issued for, until they have first satisfied the additional requirements established in this Section.

11-1001.4 Land to Which Regulations Apply.

(1) This subsection applies to public and private lands within the Mississippi River Corridor Critical Area as set forth and legally described in the Metropolitan Council's “Recommendations for Critical Area Designation of the Mississippi River Corridor” (February 1975).

(2) The following regulations govern, but wherever there is a conflict between these regulations and other Title 11 Chapters and Sections, the more restrictive of the two shall apply.

11-1001.5 Permitted Uses. The "Urban Developed District" classification for the Coon Rapids Critical Area permits and encourages residential and recreational development.

(1) Residential uses permitted by the underlying zoning district.

(2) Recreational uses including public parks, trails, and easements.

11-1001.6 Accessory Uses.

(1) Accessory uses permitted and regulated by the underlying zoning district;

(2) Docks and boat houses; and

(3) Retaining walls as permitted by the State Department of Natural Resources and the Army Corps of Engineers.

11-1001.7 Conditional Uses. Permitted subject to regulations contained in the underlying zoning district; Section 11-1200--General District Standards; applicable county, state, and federal regulatory controls and policies, criteria contained in subsections 11-1001.8--District Standards, 11-1001.9--Natural Resource Management, and 11-1001.10--Guidelines for Review of Conditional Use Permit Applications.

(1) Transportation facilities;

(2) Utility distribution systems including water, sewer, electric (lines under 200 KV), and pipelines;

(3) Essential public services and public safety facilities; i.e., water towers, pumping stations, fire houses, and similar structures.

(4) Signs, except temporary and recreational or transportation related and regulated by 11-2100;

(5) Limited retail uses associated with recreational uses of the river corridor; and

(6) Conditional uses permitted by underlying zoning district.

11-1001.8 District Standards.

(1) Lot Size. Lot size shall be governed by the underlying zoning district.

(2) Structure Heights. Structure height shall be governed by the underlying zoning district.

(3) Structure Setback. In addition to setbacks detailed in the underlying zoning standards, the following shall apply:

(a) All new structures and facilities shall be placed no less than 40 feet from the top of the bluff line overlooking the Mississippi River;

(b) All new structures and facilities shall be placed no less than 100 feet from the Mississippi River's normal high water mark as defined by the United States Department of Housing and Urban Development's Coon Rapids Flood Insurance Study dated March 15, 1977. In areas subject to flooding (identified in the study), the City Floodplain Management Regulations, Section 11-1101 shall apply; and

(c) Exceptions to setback requirements may include public safety facilities, public bridges and approaches, minor public roadways serving water-related uses, public recreational facilities, scenic overlooks, regional and local trails, docks and boat

launching facilities, approved river crossings of essential services, and distribution systems and historical sites designated in National and State Registers of Historical Places.

(4) Placement of Structures. No land with slopes, before alteration, in excess of 20 percent will be developed for use by any structure except for the construction of erosion control structures. Development on land with a slope, before alteration, in excess of 12 percent but less than 20 percent will be permitted, providing the applicant can ensure the project meets the following conditions:

(a) The foundation and underlying material of any structure, including roads, shall be adequate for the slope condition and soil type.

(b) The developer can demonstrate that development during and after construction can be accomplished without increasing erosion and there is a proper utilization of controls to reduce runoff to nondestructive levels.

(c) The proposed development presents no danger of falling rock, mud, uprooted trees, and other material to structures, recreational facilities, public lands, and public waters downhill.

(5) Line of Sight. Development of new expansion of existing structures shall be placed so that the development is consistent with the reasonable preservation of the view of the River Corridor from other properties on both sides of the river and by the public. The walling off of view of the River Corridor from other properties and public right-of-ways shall be minimized.

11-1001.9 Natural Resource Management.

(1) Grading and Filling. Grading and filling or otherwise changing the topography landward of the ordinary high water mark shall not be conducted without a permit. A permit may only be issued if the provisions of Section 11-1103, Mining and Land Reclamation, are complied with.

(2) Retaining Walls and Erosion Control Structures. Retaining walls and erosion control structures waterward of the normal high water mark are permitted structures if the applicable permits issued by the Army Corps of Engineers and the Minnesota Department of Natural Resources have been obtained.

(3) Vegetation Management.

(a) Clear cutting of trees on the slope or face of bluffs, within 40 feet of creeks and river banks, and within 40 feet landward of bluff lines shall not be permitted.

(b) The selective cutting of trees greater than four inches in diameter may be authorized by the Director when cutting in appropriately spaced and staged to maintain a continuous natural cover.

(c) Existing and planned vegetation shall be considered in structure siting and design. The development of new and reconstruction of existing structures shall be accomplished so as to minimize the need for tree removal.

(d) The applicant shall demonstrate that all grading which takes place will be conducted so as to preserve root zone aeration and stability of trees and provide an adequate watering area equal to at least one-half of each tree's crown cover.

(e) Exceptions to the above include the removal of diseased or damaged trees and vegetation removal required for the development of permitted uses.

(4) Standards for Surface Water Management and Erosion Control.

(a) Storm water runoff may be directed into public water bodies and drainage systems, provided that it is substantially free from silt, debris, and chemical pollutants, and only at rates that will not disturb vegetation or increase turbidity;

(b) Recontouring of areas within 300 feet landward of the bluff line will only be permitted if the developer can show that care will be taken to slow the rate of storm water runoff to levels that will not cause or exacerbate erosion problems; or

(c) Structures, trails, and roads shall be sited to minimize levels of pedestrian and vehicular traffic in areas where soil compaction and loss of vegetative cover can contribute to erosion problems.

\ 11-1001.10 Guidelines for Review of Conditional use Permit Applications. The Planning Commission may grant a conditional use permit if the developer can show he has addressed the following concerns:

(1) New Construction Guidelines.

(a) Primary consideration will be given to facilities within or adjacent to existing right-of-ways and locations.

(b) Structures shall be as compatible as practical with the natural area with regard to height and width, materials used, and color.

(c) Facilities shall be located so as to avoid steep slopes.

(2) Scenic intrusions into streams, valleys, and open exposures of water.

(3) Creating tunnel vistas by, for example, building deflections into utility and transportation routes.

(4) Soils susceptible to erosion which would create sedimentation and pollution problems.

(5) Areas of unstable soils which would be subject to extensive slippage.

(6) Areas with high water tables, especially if construction requires excavation.

(7) Open space recreation areas, unless no other option, excluding the destruction of residences, is possible.

(8) Transmission Services.

(a) Primary consideration shall be given to underground placement in order to minimize aesthetic, environmental, and public safety impacts. When considering overhead placement, the proposer shall explain the economic, technological, or land characteristic factors that make underground placement feasible.

(b) If overhead placement is necessary, the crossing shall be hidden from view as much as practical.

(c) As noted above, consideration shall be given to placing services on existing right-of-ways. Joint ownership of easements to facilitate this goal is encouraged. Consideration should also be given to locating new river crossings on the North Crosstown Bridge.

(9) Transportation Facilities.

(a) Careful consideration should be given to the provision of scenic overlooks for motorists and safe pedestrian and/or bicycle pathways on new or rebuilt transportation facilities.

(b) Where possible provide access to the riverfront in public ownership and allow reasonable public use of the land between the river and transportation facility. River crossings should be designed to permit the co-development of trail corridors both on and under the crossing.

(10) Right-of-way Maintenance.

(a) If possible, natural vegetation of value to fish or wildlife which does not pose a hazard to or restrict reasonable use of the utility shall be allowed to grow in the right-of-way.

(b) Where vegetation has been removed, new vegetation consisting of native grasses, herbs, shrubs, and low growing trees, shall be planted and maintained on the right-of-way.

(c) Chemical control of vegetation should be avoided when practical, but where such methods are necessary, chemicals used, and the manner of their use must be in accordance with rules, regulations, and other requirements of all State and Federal agencies with authority over the use.

11-1001.11 Definitions. For purposes of this Section, the following definitions of terms shall apply:

(1) Bluff. Those steep slopes lying between the normal high water mark and the River Corridor boundary having an angle of ascent, proceeding landward from the river, of more than 12 percent from the horizontal.

(2) Bluff Line. A line delineating the top of a slope connecting the points at which the slope becomes less than 12 percent. More than one bluff line may be encountered proceeding landward from the river.

(3) Clear Cutting. The indiscriminate cutting down of large numbers of trees in a given area.

(4) Critical Area. The area known as the Mississippi River Corridor Critical Area designated by the Governor in the Executive Order No. 130 dated November 1976.

(5) Development. The making of any material change in the use or appearance of any structure or land including, but not limited to, a reconstruction, alteration of the size, the land, alteration of a shore or bank of the river, stream, lake, or pond; a commencement of drilling (except to obtain soil samples), mining or excavation; demolition of a structure, clearing of land

as an adjunct to construction; deposit of refuse, solid or liquid waste, or fill on a parcel of land; and the dividing of land into three or more parcels.

(6) Essential Services. Means underground or overhead gas, electrical, steam, or water distribution systems, including poles, wires, mains, drains, sewer pipes, conduits, cables, and other similar equipment and accessories in conjunction therewith.

(7) Public Safety Facilities. Hydrants, fire alarm boxes, streetlights, railway crossings signals, and similar accessories including buildings.

(8) Retaining Wall. A structure utilized to hold a slope in a position in which it would not naturally remain in.

(9) Terrace. A relatively level area bordered on one or more sides by retaining walls.

(10) Utility Facility. Physical facilities of electric, telephone, telegraph, cable, television, water, sewer, solid waste, gas, and similar service operations.

(11) Wetlands. Low-lying areas which may be covered with shallow and sometimes intermittent water. They are frequently associated with a high water table. Wetlands are generally too wet for cultivation or development without artificial drainage. Swamps, bogs, marshes, potholes, wet meadows, and sloughs are wetlands.

11-1002 Northstar Office Park Overlay District

11-1002.1 Intent.

(1) This Section intends to protect the health, safety, and public welfare through the adoption of official overlay controls to preserve the historic qualities and the economic vitality of the existing ammunitions facility while ensuring that redevelopment of the district will be consistent with the City's long term vision of a business park or corporate headquarters development.

(2) The vision for this district includes a campus-like setting that encourages a planned, integrated and unified environment combining corporate and administrative offices, research and development facilities, and associated overnight accommodations and meeting spaces. Specific uses, development standards, landscaping and architectural amenities are intended to create a sense of place and an attractive environment.

(3) For future development, only mutually compatible uses shall be allowed through a combination of careful planning, innovative urban design, and coordinated public and private investment. Uses, building designs, placement of building edges, and landscaping, parking, and walkway treatments must create a neighborhood-oriented, pedestrian-friendly environment.

(4) Individual uses must be connected by a series of pedestrian sidewalks and bicycle trails, and must be compatible with the overall development theme, as exemplified by their landscape, architecture, building materials, lighting and color schemes, and infrastructure.

11-1002.2 Establishment of Northstar Office Park Overlay District.

(1) There is hereby established the Northstar Office Park Overlay District, with its attendant regulations, as a part of the zoning regulations of the City. This District shall overlay the zoning districts presently in existence, or as amended, so that any parcel of land lying in the District shall also lie in one or more of the established underlying zoning districts.

(2) Territory within the District is subject to the requirements established in this Section as well as the restrictions and requirements established by other applicable City Code regulations.

(3) Unless otherwise specified in this Section, all uses within the District are governed in accordance with the regulations for the underlying zoning district or districts. No use shall be entitled to or be issued the appropriate development permit unless that use has satisfied the additional requirements of this Section.

11-1002.3 Land to Which Regulations Apply; Scope of Regulations; Severability.

(1) This Section applies to public and private lands within the City of Coon Rapids as delineated by metes and bounds and set forth in a separate ordinance.

(2) Wherever there is a conflict between these regulations and Title 11 Sections other than 11-1101 (Floodplain Management Regulations), 11-1001 (Mississippi River Corridor Area Overlay District), those regulations control.

(3) Severability. If any subsection or portion of any subsection of this Section is deemed invalid or unconstitutional by a Court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the other subsections or portions of subsections of this Section.

11-1002.4 Applicability. The regulations of this Section apply as follows. Nothing herein shall be construed to allow uses, structures, or changes not otherwise allowed in the underlying zoning district:

(1) The following improvements are not subject to the requirements of this Section:

(a) The construction of additional buildings of up to 6,000 square feet, to a maximum of two additional buildings for the use of propellant storage as a permitted use, and ammunitions assembly as a conditional use; or

(b) associated access and utilities required for Subsection 11-1002.4(1)(a) improvements; or

(c) reconstruction of an existing building on its existing footprint.

(2) For all other development: This Section applies to new development or alterations to existing development that change its use or intensity of use.

11-1002.5 Compatibility with Public Improvements Required. Site plans must demonstrate compatibility with applicable improvement, amenity, or design elements as adopted by resolution of the City Council. Such elements include, but are not limited to, sculpture, fountains, benches, lighting, signage, fencing, pavement, and landscape materials.

11-1002.6 Sign Regulations.

(1) General Requirements. Unless otherwise specified in this Chapter, the requirements of Section 11-1202 (Sign Regulations) apply. Off-premises signs are prohibited. Signs must demonstrate compatibility with associated structures and be standardized in terms of style with other approved signs on the site. Wall signs must be standardized in terms of location on building.

(2) Ground Signs.

(a) Ground signs must be designed as monument signs.

(b) Ground signs must incorporate architectural elements and materials used in the principal building.

(c) Ground sign limit: one sign per street frontage; maximum size: 100 square feet; maximum height: 15 feet, property line setback: 10 feet.

(3) Wall Signs.

(a) Wall signs must consist of individual letters incorporated into the architectural design of the building.

(b) Wall sign maximum size: 10 percent of the wall face to which it is attached, to a maximum of 200 square feet.

11-1002.7 Uses.

(1) Except as expressly regulated by this Section, existing uses maintain their legal status, as governed by the underlying zoning district, in effect immediately prior to the enactment of this District, subject to future amendment of that zoning district.

(2) Development subject to subsection 11-1002.4:

(a) Permitted Uses. Corporate and administrative offices, research and development facilities, hotels, conference centers, restaurants located within a hotel or conference center.

(b) Accessory Uses. Child care centers, recreation and fitness facilities, cafeterias, health care services, financial services and similar uses may be permitted as accessory uses, provided they (1) are located wholly within the principal building, except for outdoor recreation and fitness facilities, (2) are conducted primarily for the convenience of the employees of the principal use, and (3) have no exterior advertising or displays.

11-1002.8 Northstar Office Park Overlay District Standards.

(1) Loading Spaces, Overhead Doors and Service Areas.

(a) Loading spaces, overhead doors and service areas must be located in designated rear yards.

(b) Loading and service areas must be separated from visitor and employee parking areas and general traffic circulation.

(c) Loading spaces, overhead doors and service areas must be designed to be compatible with the principal building. Architectural techniques, color, and landscaping must be employed to eliminate visual impacts from adjacent properties and roadways.

(d) Outdoor storage is prohibited.

(e) Materials and equipment directly related to site maintenance and safety must be stored in and completely screened by an enclosure constructed of materials compatible with the principal structure subject to an approved site plan. The structure:

(i) must be located in the rear or side yards only;

(ii) must be set back a minimum of 10 feet from property lines; and

(iii) cannot impact emergency access, traffic flow, parking or sidewalk access.

(2) Dumpster and Refuse Enclosures.

(a) Dumpsters must be gated and completely screened using enclosures constructed of materials compatible with the principal building.

(b) Dumpster enclosures must be located in designated rear yards.

(c) Enclosures must be integrated into the design of the principal building.

(3) Exterior Building Permitted Materials: Brick; natural or cut stone; integrally colored split face (rock face), burnished, or glazed concrete masonry unit; glass, architectural metal, provided such panels are factory fabricated and finished with a durable non-fade surface and their fasteners are of a corrosion resistant design; integrally colored and exposed aggregate precast concrete panels (excluding single-T or double-T panels, plain, uncolored, or raked finished).

(4) Building Design.

(a) Public entrances must be easily identified and distinct from the remainder of the building, using architectural form, materials, colors, awnings, or canopies.

(b) Building elevations visible from a public street, trail, or sidewalk must be of a mix of materials listed in subsection 11-1002.8(3). These elevations must not consist of more than 50 percent of any one material and must not exceed 100 feet in length without a minimum four foot depth change, such as a recess, protrusion, or combination thereof, extending the entire height of the façade.

(c) Similar materials and design must be used on all sides of a building.

(d) The building must be designed to prevent the appearance of straight unbroken lines in the vertical and horizontal planes through design techniques including, but not limited to: the use of variations in rooflines and building height, offsets in the building face, use of multiple rooflines and building corners, cornice detailing, and changes in parapet elevations. Variations in building materials may be used to supplement these design techniques.

(e) Rooftop mechanical equipment must be screened from view. Screening for rooftop facilities must be incorporated into the architectural design of the building.

(f) The design must incorporate Leadership in Energy and Environmental Design (LEED) principles to achieve at least a “LEED Certified” rating.

(5) Surface Parking Areas.

(a) Parking areas, drive aisles and loading areas must be paved with curb and gutter.

(b) Parking lots must be subdivided into a collection of smaller parking areas by at least a 10 foot wide vegetated break. Each parking area must not have a capacity over 100 cars.

(c) No more than 25 parking stalls may stand in a row without a landscaped island. All parking rows must end with a landscaped island.

(d) A minimum of three percent of the parking area's interior must be landscaped.

(e) Parking lot lighting must not exceed 30 feet in height and must use 90 degree cutoff luminaries.

(f) Parking areas must be screened from adjacent streets through the use of berms and landscaping.

(6) Structured Parking.

(a) The Floor to Area Ratio may be increased from 0.75 to 0.90 when structured parking is utilized for at least 90percent of the required parking spaces.

(b) Structured parking when used must be designed to be and constructed of material that is architecturally compatible with the principal building.

(7) Sidewalks and Trails.

(a) Sidewalks and/or trails according to standards on file with the City Engineer are required along all public streets.

(b) An internal comprehensive pedestrian and bicycle circulation system must be integrated with sidewalks and trails along public streets.

(8) Landscaping and Site Design.

(a) The plan for landscaping must include ground cover, bushes, shrubbery, trees, sculpture, fountains, decorative walks or other similar site design features or materials. Landscaping must adhere to the *Landscaping Standards on File with the Community Development Director* unless this Section requires a different standard.

(b) Landscaped areas must be irrigated.

(c) Landscaping and site design must incorporate the current Low Impact Development (LID) principles as published by the U.S. EPA in LID Design Manual (*Low Impact Development Design Strategies: An Integrated Design Approach*) in force at the time the application is to be approved.

(d) Foundation plantings for structures will be provided at a rate of one deciduous or evergreen shrub per one linear foot of foundation.

(9) Lighting.

(a) Site lighting must be designed so that it is coordinated in style, design, height, size and color with the general street lighting in the district.

(b) Full cut-off lighting must be used.

(c) Maximum pole height: 30 feet

(d) Bollard lighting (under four feet high), low wattage, garden or pathway lighting must be used for pedestrian areas.

(e) Lighting must be located and directed to avoid glare outside of property lines.

(10) Dimensional Requirements.

(a) Minimum Master Development Area Size: 75 acres

(b) Minimum Lot Size: 20 acres

(c) Minimum Floor to Area Ratio (FAR): 0.75, subject to subsection 11-1002.8(6)(a)

(d) Maximum Impervious Coverage: 70percent, subject to subsection 11-1002.8(c)

(e) Maximum Bldg. Height: None.

(f) Building Setbacks (including parking structures)

Street right-of-way	50 feet
Side	30 feet
Rear	30 feet

(g) Paving Setbacks

Street right-of-way	20 feet
Property Line	20 feet
From Buildings	5 feet

11-1002.9 Master Plan Procedure. No development subject to subsection 11-1002.4 may occur prior to the approval of a Master Plan for each development area conforming to the requirements of subsection 11-1002.8(10)(a), and approval of individual site plans conforming to that Master Plan.

(1) The Master Plan must include the following:

(a) A drawing showing existing conditions such as property boundaries, generalized contours, site features such as wetlands and wooded areas, and surrounding land uses and development.

(b) A conceptual development plan showing proposed uses and general site data such as building locations, density, setbacks, ponding areas, parking areas and generalized screening, buffering and landscaping concepts.

(c) Generalized traffic information including maximum traffic volumes generated by the development, proposed new roadways and proposed connections and improvements to existing roads.

(d) An Elements Plan that includes lighting and street furniture, including, but not limited to, litter receptacles and benches.

(2) After a complete application for a Master Plan is received, the Planning Commission shall conduct a public hearing, in accordance with subsection 11-305.4, to consider the Master Plan, and make a recommendation on the proposal to the City Council, in accordance with time requirements under Minnesota law. Upon receiving the Planning Commission's recommendation, the City Council shall approve, subject to conditions, or deny the plan.

(3) The findings necessary for approval of the Master Plan include, but are not limited to, the following:

(a) The Master Plan is consistent with the intent of this District.

(b) The Master Plan reflects development that

(i) is not detrimental to the public health, safety, or general welfare;

(ii) does not depreciate property values;

(iii) is not hazardous, detrimental, or disturbing to surrounding uses, or that creates pollution, vibration, general unsightliness, electrical interference, or other nuisances;

(iv) does not create traffic congestion, unsafe access, or parking needs that will cause inconvenience to adjoining properties;

(v) is served adequately by essential public services such as streets, police, fire protection, utilities, schools, and parks;

(vi) does not create excessive additional requirements at public cost for public facilities and services; and is not detrimental to the economic welfare of the City; and

(vii) causes minimal adverse environmental effects.

(c) Each phase or stage of the plan can, as an independent unit, meet the requirements of this Section and Chapter 11 of Title 11.

(d) The area surrounding the plan can be developed in coordination with and in substantial compatibility with the plan.

(4) The decision of the Planning Commission with respect to individual site plan review is final subject to appeal to the City Council meeting the requirements of subsection 11-305.6.

11-1002.10 Dimensional and Design Flexibility Rules.

(1) Dimensional Flexibility. The Planning Commission may approve modification of one or more area or dimensional standards of an underlying district if an applicant demonstrates such modification will result in better integration of uses or additional public amenities that will further the intent of this Section.

(2) Design Standard Flexibility. The Planning Commission may approve an alternative approach to meeting any of the design standards in this Section if an applicant demonstrates such modification is necessary to respond to site conditions, will result in better integration of uses, be more energy efficient, or provide significant site amenities, buffers, and other elements to offset any potential harmful effect that could be caused by the use and will further the intent of this Section.

(3) Use Flexibility. Not allowed.

11-1003 River Rapids Overlay District

11-1003.1 Intent.

(1) This Section intends to protect the health, safety, and public welfare through the adoption of official overlay controls that encourage compact, vigorous, mixed use development, tied to a common theme that encompasses the heritage and qualities of the Mississippi River along the Coon Rapids Boulevard corridor.

(2) A linear system of Ports, as regulated by Section 11-903, will promote clustering of commercial uses. Varied density residential development throughout the district, and

especially between the Ports, will establish the level of vitality and intensity needed to support compatible retail and service uses. Especially between the Ports, uses should serve the needs of nearby neighborhoods. Development throughout the District should foster a sense of community, that is, the opportunity for people to travel comfortably throughout the District, conduct business, and meet neighbors.

(3) Only mutually compatible uses shall be allowed through a combination of careful planning, innovative urban design, and coordinated public and private investment. Uses, building designs, placement of building edges, and landscaping, parking, and walkway treatments must create a neighborhood-oriented, pedestrian-friendly environment.

(4) Ports shall be connected by a series of pedestrian sidewalks and bicycle trails, with linkages to the Mississippi River and access to public parks, exhibits, and other amenities. Each Port's theme shall be compatible with the overall district theme, as exemplified by its landscape, architecture, lighting and color schemes, infrastructure, and allowed uses.

11-1003.2 Establishment of River Rapids Overlay District.

(1) There is hereby established the River Rapids Overlay District, with its attendant regulations, as a part of the zoning regulations of the City. This District shall overlay the zoning districts presently in existence, or as amended, so that any parcel of land lying in the District shall also lie in one or more of the established underlying zoning districts.

(2) Territory within the District shall be subject to the requirements established in this Secion as well as the restrictions and requirements established by other applicable City Code regulations.

(3) Unless otherwise specified in this Section or Section 11-903, all uses within the District shall be governed in accordance with the regulations for the underlying zoning district or districts. No use shall be entitled to or be issued the appropriate development permit unless that use has satisfied the additional requirements of this Section.

11-1003.3 Land to Which Regulations Apply; Scope of Regulations; Severability.

(1) This Section applies to public and private lands within the City of Coon Rapids as delineated by metes and bounds and set forth in a separate ordinance.

(2) Wherever there is a conflict between these regulations and Chapter 11 Sections other than 11-1101 (Floodplain Management Regulations), 11-1001 (Mississippi River Corridor Area Overlay District) and 11-903 (Port Districts), these regulations control.

(3) Severability. If any subsection or portion of any subsection of this Section is deemed invalid or unconstitutional by a Court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the other subsections or portions of subsections of this Section.

11-1003.4 Framework Plan Adopted. The April 2000 Coon Rapids Boulevard Framework Plan is hereby adopted as general guidance for development within the District.

11-1003.5 Applicability. The regulations of this Section apply to new development, and to alterations to existing development that change its use or percentage of uses, or require a

building permit, except that the regulations of this Section shall not apply to single-family dwellings zoned LDR-1 or LDR-2.

11-1003.6 Compatibility with Public Improvements Required. Site plans must demonstrate compatibility with applicable improvement, amenity, or design elements as adopted by resolution of the City Council. Such elements include, but are not limited to, sculpture, fountains, benches, lighting, signage, fencing, pavement, and landscape materials.

11-1003.7 Sign Regulations.

(1) General Requirements.

(a) Unless otherwise specified in this Section, the requirements of Section 11-1202 (Sign Regulations) apply.

(b) Off-premises signs are prohibited.

(c) Ground signs shall be designed as monument signs, as specified under subsection 11-1003.7(2).

(d) Signs must demonstrate compatibility with associated structures and be standardized in terms of style with other approved signs on the site. Wall signs must be standardized in terms of location on building.

(e) Temporary signs, in conformance with subsection 11-1202.6, are permitted

(2) Monument Signs.

(a) One monument sign, limited to two faces, is allowed per property or residential development. The areas of sign base, the supporting background structure, and the sign copy shall be combined for determining the total square footage and height of the monument sign. The total allowable square footage shall not exceed 100 square feet. The base and supporting material shall constitute at least 25 percent of the total square footage. A changeable copy message board may be part of the monument sign but shall not exceed 50 percent of the area containing sign copy. The sign copy area or message board shall have a minimum clearance of 20 inches above ground level. No portion of the sign or sign structure shall exceed 10 feet above ground level. Signs shall be located a minimum of 10 feet from a public street right-of-way, except that along Coon Rapids Boulevard the minimum setback shall be 20 feet from the curb of the roadway, two feet behind a public sidewalk, or two feet from the right-of-way of Coon Rapids Boulevard, whichever places the sign farthest from the roadway.

(b) The monument sign base shall be constructed of materials similar in appearance to those of the principal structure and shall consist of brick, natural stone, stucco, textured cast stone, or integrally colored concrete masonry units. The structure surrounding the face of the sign from the base to the top of the sign must be solid, continuous, and consist of the base materials or complementary materials that match the appearance and color of the principal building.

(c) The 200 square feet of ground area around the base of a monument sign shall be landscaped with shrubs or perennials. Landscape material shall be selected to withstand the environmental conditions of the site and provide seasonal interest.

11-1003.8 Uses.

(1) Permitted and conditional uses are as allowed by the underlying zoning district, except as expressly regulated by this Section.

(2) Where the underlying zoning district is Industrial, the following uses are allowed:

Permitted Uses.

(a) Light Industrial

(b) Office uses.

(c) Public parks and their incidental structures.

(d) Research, experimental or testing laboratories.

(e) Service uses, including laundry and dry cleaning, animal hospitals, and kennels, duly licensed under Chapter 6-200, printing, blue-printing, duplicating, mailing and graphic arts.

(f) Public uses or utilities.

(g) Catalog order facilities, provided there is no direct pickup of orders by customers.

(h) Repair, servicing or parts sales businesses, except for businesses related to vehicles.

(i) State licensed day care facilities.

(j) Medical and dental clinics and laboratories.

(k) Physical fitness centers providing services and equipment such as exercise classes, including but not limited to aerobics, nautilus, weight lifting and similar apparatus, locker rooms and showers.

(l) Non-profit cultural-educational uses.

Accessory Uses.

(a) Any accessory use that is permitted in the (O) Office District.

(b) Retail sales incidental to the manufacture, processing or wholesaling of products manufactured on, processed on, or wholesaled from the premises.

(3) Varied density residential development, as regulated by this Section, is allowed throughout the District.

(4) Parcels zoned other than LDR-1, LDR-2, MDR, or HDR may be developed in any mix using varied density residential uses with the following permitted, conditional, and accessory uses:

(a) Permitted Uses. Office Uses; public parks and their incidental structures; public uses except public utility uses; medical and dental clinics; state licensed day care facilities; barber and beauty shops; photocopying or desktop publishing; carry-in small item repair and servicing shops, excluding repair of internal combustion engines.

(b) Conditional Uses. Retail stores except marine sales and those licensed under Title 5, provided, incidental tobacco sales subject to Title 5 are allowed;

secondhand dealers or antique dealers defined in and regulated by Title 5; financial institutions; hotels or motels; mortuaries; pet grooming shops or animal hospitals where animals remain inside at all times; churches; nonprofit clubs or lodges; nonprofit cultural-educational uses; private schools, hospitals, sanitariums, rest, boarding, and group homes and similar institutions; motor vehicle fuel sales and service stations provided no more than eight dispensing hoses may be operable simultaneously; and restaurants without drive-through facilities, except that no restaurant located within 100 feet, as measured from the structure or the boundary of the parking area, whichever is closer, of property zoned or used for residential purposes, including property with a mix of uses that includes residential, may provide alcoholic beverages.

(c) Accessory Uses.

(i) Motor vehicle washes attached to motor vehicle fuel sales, service stations, or convenience stores;

(ii) Low-intensity food, coffee shops, juice bars, accessible only from within the building. Uses providing alcoholic beverages are prohibited.

(5) Conditional Uses.

(a) To the extent not otherwise required by subsection of 11-304.3 (Conditional Use Permit Procedures and Requirements), no conditional use permit may be granted unless the applicant demonstrates the proposed use:

(i) advances the intent of this Section;

(ii) will not interfere with Port Development;

(iii) allows for development of the property in an efficient, well-organized way; and

(iv) is incorporated into a plan that provides substantial site amenities, buffers, and other elements.

(b) Commercial and self-service storage facilities, adjacent to Coon Rapids Boulevard and in the General Commercial or Industrial zoning districts may be granted a conditional use permit based on the following findings:

(i) It is not feasible to install public sidewalk to serve the facility; and

(ii) The facility is screened from view from Coon Rapids Boulevard.

6) The following uses are prohibited.

(a) Quad homes.

(b) Townhouse units that share walls other than side walls.

(c) Adult-oriented businesses as regulated by Chapter 5-2200.

(d) Automobile sales lots.

(e) Motor vehicle body work or spray painting.

(f) Motor vehicle fuel sales and service stations with more than eight dispensing hoses simultaneously operable.

11-1003.9 Residential Gross Densities.

(1) Parcels up to three acres: No more than seven units per acre.

(2) Parcels three acres or larger: At least four units per acre, no more than seven units per acre.

11-1003.10 River Rapids Overlay District Standards.

(1) Underlying Zoning Application. Allowed uses shall be as governed by the standards of the underlying zoning district, except as modified by this Section.

(2) Computation of Percentages. Percentages, when used, are calculated as a fraction of total Floor Area per parcel or contiguous parcels in single ownership developed in an integrated way.

(3) New Access to Coon Rapids Boulevard Prohibited. New access onto Coon Rapids Boulevard is prohibited unless no practical alternative exists. The City may require access points to be removed as future development allows.

(4) Maximum Building Height. 45 feet. Buildings with two or more floors above grade are encouraged.

(5) Nonresidential Building Floor Area. Minimum, 2,000 square feet; maximum, 20,000 square feet with no single use in a building exceeding 15,000 square feet.

(6) Drive-through and Related Facilities.

(a) Drive-through windows, drop boxes, menu boards, and associated or similar structures are not permitted outside Port Districts boundaries within the River Rapids Overlay District.

(b) Drive-through windows, drop boxes, menu boards, and associated or similar structures, where allowed, shall be located to the rear of the principal building, or to the side of the principal building if a rear location is not feasible, and must incorporate landscape screening, decorative fences, walls, or a combination of these elements to minimize their view from the street.

(c) These structures, including associated canopies, arcades, and roofs, shall be constructed of the same materials as and shall be integrated into the design of the principal building. Queuing spaces or areas shall not interfere with parking spaces, aisles, loading areas, internal circulation, or driveway access. Menu boards shall not be parallel to a public street or sidewalk unless screened from direct view.

(d) Systems for placing of orders shall be located and designed so that noise is not perceptible on adjacent residential properties.

(7) Building Setbacks along Roadways. Buildings shall be set back a minimum of 40 feet as measured from the curb on arterial streets without service drives and 30 feet as measured from the curb on other roadways except that in no event shall the setback be less than 22 feet from the property line abutting any roadway.

(8) Outdoor Merchandise Display. Temporary display of merchandise is permitted on a hard surface within four feet of the principal building if at least three feet of open walkway and unrestricted principal building access is maintained. “Temporary” means that merchandise is brought inside at the close of business hours or at a minimum from 12:01 a.m. to 5:00 a. m.

(9) Mixed Uses. When mixed uses are allowed, they are allowed within development and within individual buildings. In mixed use buildings, residential units, if any, shall be located above the first floor or behind nonresidential uses.

11-1003.11 Development Guidelines. Developments shall meet the following guidelines:

(1) Two Story Expression. Incorporate building treatments such as:

(a) Pitched roofs with roof dormers and gables to create a two story expression. Gables shall contain a window, trimmed vent, or similar accent element; or

(b) An intermediate cornice line, a change in building materials, an awning or arcade, or a change in window shape or treatment to distinguish ground and upper levels.

(2) Building Massing. Articulate building massing, using methods including, but not limited to, staggering building components, adding columns, or recessing entry areas, to create interesting shapes. Avoid long, even facades. Buildings that face each other across other than an arterial street shall be similar in scale, massing, and articulation.

(3) Facades.

(a) All Structures. Articulate building facades, in intervals that approximate the width of a residential unit or storefront, generally 20 to 30 feet, using arcades, awnings, special window reveals and frames, and unique details and ornaments. No garage doors shall face Coon Rapids Boulevard.

(b) Residential Structures. Provide more formal treatment to sides of buildings directly visible to the public; locate trash/recycling storage, play equipment, and outdoor storage adjacent to nonpublic sides; face all primary entries to the street, except that the side walls of units may face an arterial street when the size, depth, or shape of the site preclude a well designed development; face garages away from streets.

(4) Varied Roof Shapes. Provide a variety of roof shapes, including, but not limited to, pitched roofs, dormers, chimneys, gable or hip roof accents, detailed parapets, and cornices, to create interesting building profiles.

(a) Sloped roofs shall have an average roof pitch of at least one foot of rise to three feet of run, and a variety of roof slopes and overhanging eaves shall be incorporated to increase visual interest.

(b) Rooftop mechanical equipment, and headhouses for elevators and stairs, shall be concealed from public view.

(5) Focal Features. Every development or major building shall include a focal element or feature that adds interest or distinction, using techniques such as elevating parts of buildings, adding a tower, or emphasizing a prominent part of the building such as a corner or the main entry, using features including, but not limited to, canopies, porticoes, overhangs, arcades, arches, recesses and projections in the building facades, and peaked roofs or raised parapets over doors.

(6) Canopies and Awnings; Entry Treatments. Entries to principal buildings shall face the primary street; provided, where such access is unworkable, buildings may substitute for

the primary street entry a focal feature facing the primary street. Corner entries may be used on corner lots. Nonresidential entries shall incorporate, and building street facades shall, where practical, incorporate, canopies and awnings to enliven the building appearance and provide a sense of shelter for pedestrians.

(7) Building Materials. Building exteriors shall use high quality materials, including, but not limited to: brick, natural stone, stucco, textured cast stone, fiber-cement siding and shingles, and integrally colored concrete masonry units. Accent materials may include metal, glass block, copper flashing, or similar materials. Exteriors may not include smooth-faced concrete block, pre-fabricated steel panels, reflective glass, or aluminum, vinyl, or fiberglass siding. At least 30 percent of facades that face a street shall be brick or natural stone.

(8) Windows and Doors. The primary street level facade of retail or office uses shall be transparent between the height of three and eight feet above grade for at least 60 percent of the horizontal length of the building facade; provided, blinds or draperies may be approved where necessary. "Transparent" means the interior of the building can, from the vantage of a pedestrian, be seen into a distance of at least four feet.

(9) Outdoor Spaces. Include outdoor plazas, seating, dining, or similar areas that incorporate umbrellas and other outdoor furniture.

(10) Parking. Locate surface parking to the rear or sides of buildings unless no other arrangement is practical. Parking to the front of a building if approved shall be limited to one 60 foot wide parking bay, consisting of one drive aisle with a parking row on each side. Developments may propose shared parking arrangements in conformity with standards on file with the Director. Site plan approval may be conditioned on the provision of shared parking agreements in a recordable form approved by the City Attorney.

(11) Pedestrian Access and Circulation. Include a complete and convenient pedestrian and bicycle circulation system for access to buildings from the public right-of-way, and for on-site circulation. Nonresidential sidewalks shall be at least five feet in width.

(12) Urban Design Furniture and Amenities. Include compatible street furniture and amenities, such as benches, litter receptacles, pedestrian-scale lighting, and bicycle racks, to enhance the pedestrian environment.

(13) Screening and Landscaping. Include extensive site landscaping and foundation plantings.

(a) Landscaping shall not be used to create barriers or visual screens between uses; provided, where developments adjoin residential neighborhoods, negative impacts on those neighborhoods shall be mitigated by appropriate buffering screening or landscaping.

(b) All parking, loading, and service areas, including drive-through facilities and pump island service areas, shall include:

(i) Along Coon Rapids Boulevard, a landscaped yard located behind the sidewalk or, in the absence of a sidewalk, at least 18 feet from the curb. The landscaped yard shall be at least 22 feet wide, contain screening meeting the

requirements of subsection 11-1003.11(13)(b)(ii), and incorporate decorative elements according to standards on file with the Community Development Director. In other areas, a landscaped yard consistent with subsection 11-1003.11(13)(b)(ii) along any adjacent public or private street, sidewalk, or property boundary.

(ii) Screening consisting of a masonry wall, fence, berm, hedge, or combination of these elements that forms a screen a minimum of three feet high, a maximum of five feet high, not less than 50 percent opaque.

(iii) One tree for each 50 linear feet of street frontage. Trees must be spaced throughout the screening area.

(iv) In parking lots containing more than 200 spaces, an additional landscaped area of at least 150 square feet for each 25 spaces or fraction thereof, containing one canopy tree per 150 square feet spaced throughout the landscaped area. The remainder shall be covered with turf grass, native grasses, or other perennial flowering plants, vines, or shrubs.

(v) Openings in screening for sidewalks or trails to provide access between adjacent uses.

(vi) Interior landscaping. The corners of parking lots and all other areas not used for parking or vehicular circulation shall be landscaped with turf grass, native grasses, or other perennial flowering plants, vines, shrubs, or trees, and may include architectural features such as benches, kiosks, or bicycle racks.

(vii) Irrigation. All landscaped areas shall be irrigated with an underground sprinkler system.

(14) Lighting. Incorporate accent lighting for building facades, focal points, and landscape treatments, compatible with applicable lighting district standards approved by ordinance or resolution.

(15) Fuel Pump Canopies. Where approved, the motor vehicle fuel pump canopy roof shall have the same shape, materials and color as the roof of the principal building. Canopy supports shall be enclosed in decorative masonry or metal columns.

(16) Balconies, Decks and Porches. The floors and railings of balconies, decks, and porches shall have a durable finish complementing the colors of the building or attached housing group.

(17) Entry Steps. The risers and areas under non-masonry entry steps and landings shall be enclosed with materials consistent with the exterior materials of the building or attached housing group. All surfaces of non-masonry steps and landings, including railings, shall have a durable finish complementing the colors of the building or attached housing group.

(18) Loading Spaces, Overhead Doors and Service Areas.

(a) Loading spaces, overhead doors and service areas cannot face Coon Rapids Boulevard and must be located in designated rear yards.

(b) Loading and service areas must be separated from visitor and employee parking areas and general traffic circulation.

(c) Loading spaces, overhead doors and service areas must be designed to be compatible with the principal building. Architectural techniques, color, and landscaping must be employed to eliminate visual impacts from adjacent properties and roadways.

11-1003.12 Private and Common Open Space. Residential developments shall:

(1) Clearly define all outdoor open spaces, distinguishing between those reserved for residents and those open to the public.

(2) Clearly define, using fencing, landscaping, or a combination of both, private open space such as a yard, deck, or porch whose direct access is from inside the unit.

(3) Clearly define the boundaries of private open spaces with elements such as fencing, sidewalks, and vegetation.

(4) Clearly define the boundaries and transitions between private and common open spaces.

(5) Enclose common open spaces with buildings, low fences or hedges, and paths.

(6) Provide convenient access to common open spaces and other amenities such as play equipment, seating, and tables to encourage their use.

(7) Landscape common open spaces and other amenities to provide shade, privacy, and wind protection.

(8) Inhibit access by nonresidents to private and common open spaces using gateways, fences, plantings, or enclosed locations.

(9) Provide opportunities for surveillance from adjacent buildings of common open spaces and other shared outdoor areas such as streets, sidewalks, and parking areas.

11-1003.13 Varied Density Residential Uses.

(1) All housing types allowed within the LDR-1, LDR-2, MDR, and HDR Districts, except quad homes.

(2) Developments in residential districts may contain up to 40 percent floor area, or 4,000 square feet, whichever is less, in any combination of the following uses:

(a) Office uses, attached to dwelling units.

(b) Businesses, without drive-throughs and attached to dwelling units, that provide services on the premises, such as photocopying, small item repair, tailoring, dry cleaning drop off and pickup, beauty shop, and barbershops.

(c) Day care centers.

(d) Restaurants or coffee shops without drive-throughs, attached to dwelling units.

11-1003.14 Varied Residential Standards. In addition to the standards found in this Section, the following standards apply to varied density residential developments; provided, the

Planning Commission may reduce setbacks to achieve greater density and a more urban development plan where appropriate:

(1) Single-family dwellings not part of a common interest community shall comply with Chapter 11-700 except as follows:

(a) Building Height. The maximum building height shall be 45 feet for principal structures and 20 feet for accessory structures. An accessory structure shall not exceed the height of the principal building.

(b) Garage/Storage Structures and Accessory Structures. Garage/storage structures and accessory structures shall be as allowed by Subsection 11-603.2(6) except that each single-family dwelling is permitted only one garage/storage structure of not more than 900 square feet in area.

(c) Lot Area. The minimum lot area for a single-family dwelling shall be 6,000 square feet, except that a corner lot shall maintain a minimum of 7,200 square feet.

(d) Lot Coverage. No more than 75 percent of the lot area shall be covered by buildings, drives, and parking areas.

(e) Lot Dimensions.

(i) The minimum lot dimensions, measured in feet, shall be as follows:

Use	Width	Corner Lot Width	Depth
Single-family	50	60	100

(ii) A lot abutting a cul-de-sac shall have a minimum depth of 100 feet and such lot shall have a minimum 20 feet of street frontage. Lot area requirements shall be maintained.

(f) Parking and Drives. Parking and drives shall be as permitted by Subsection 11-603.2(7) except that no more than 25 percent of the lot area located between the structure and the front property line may be improved as driveway, and no parking areas shall be located between the structure and the front property line.

(g) Setbacks. Setbacks shall be as required by Subsection 11-603.2(12) except:

(i) The front and rear yard setbacks for the principal structure may be reduced by 10 feet.

(ii) A garage/storage structure shall not be located nearer to the front lot line than the rear of the principal structure.

(2) Townhouses and single-family dwellings that are part of a common interest community, shall comply with the standards for townhouses found in Section 11-604 except as follows:

(a) Building Height. The maximum building height shall be 45 feet for principal structures and 20 feet for detached accessory use structures.

(b) Lot Coverage. No more than 75 percent of the development area shall be covered by buildings, drives, and paved areas.

(c) Bulk of Townhouse Group. There shall be no more than eight townhouse units in any townhouse group, and in no event shall any townhouse group be more than 240 feet in length. Townhouse units shall share only side walls.

(d) Common Open Space. Common open space shall be as required by Subsection 11-604.2(5) except that the amount of common open space may be reduced to 500 square feet per unit.

(e) Setbacks. The minimum setbacks shall be as follows:

Townhouse group or single-family dwelling from:

Another principal use structure or an accessory use building	20 feet
Non-arterial street	30 feet from the curb but not less than 22 feet from the right-of-way
Arterial street	40 feet from the curb but not less than 22 feet from the right-of-way
Interior access drive	10 feet
Exterior development property line	25 feet from property not within the Overlay District, 15 feet from property within the Overlay District

Accessory Use Building from:

Non-arterial street	30 feet from the curb but not less than 22 feet from the right-of-way
Arterial street	40 feet from the curb but not less than 22 feet from the right-of-way
Interior access drive	10 feet
Exterior development property line	five feet for storage building of less than 900 square feet; 25 feet for other accessory structures; 15 feet if abutting nonresidential development

(3) Multiple dwellings shall comply with the standards for multiple dwellings as found in Section 11-605 and Subsection 11-604.5 except as follows:

(a) Maximum Building Height. 45 feet.

(b) Maximum Lot Coverage. No more than 75 percent of the development area shall be covered by buildings, drive, and paved areas.

(c) Minimum Setbacks. Minimum setbacks shall be as follows:

Principal Use Building From:

Another principal use building	25 feet, plus one foot for each one foot of height over 25 feet
Non-arterial street	30 feet from the curb but not less than 22 feet from the right-of-way
Arterial street	40 feet from the curb but not less than 22 feet from the right-of-way
CD, LDR-1, LDR-2 and MH not in Overlay District	35 feet, plus one foot for each one foot of height of the principal use building over 25 feet. If the area of the side of the principal use building facing the LDR-1 or LDR-2 District exceeds 2,000 square feet in size, the setback shall be increased by five feet of additional setback for each 500 square feet or part thereof of wall area in excess of 2,000 square feet unless screening approved by the Planning Commission is provided.
MDR and HDR not in Overlay District	25 feet, plus one foot for each one foot of height of the principal use building over 25 feet
NC not in Overlay District	25 feet
Other zoning districts not in Overlay District	35 feet
Other property in Overlay District	25 feet

Accessory Building From:

Adjacent property	five feet
Principal use building	20 feet; six feet if no overlap of adjacent faces

Parking and Drives from:

Principal use building	10 feet
Street right-of-way	20 feet

Adjacent lot	five feet; 10 feet if residential property not in Overlay District

(4) For purposes of this Section, a multiple dwelling is a residential structure that contains more than two dwelling units which are located such that at least one dwelling unit intrudes on the vertical airspace of another dwelling unit.

11-1003.15 Site Plan Procedure and Requirements. Site plan procedure and requirements outside Port Districts shall be regulated by subsection 11-903.10, with the following exceptions:

(1) No Port Master Plan is required.

(2) The decision of the Planning Commission shall be final subject to appeal to the City Council meeting the requirements of subsection 11-305.6, except as provided in subsection 11-1003.15(3).

(3) Where the final plan, or the combined preliminary and final plan, contains a Use Flexibility under subsection 11-1003.16(3), the Planning Commission shall make a recommendation to the City Council, which shall approve or deny the plan.

11-1003.16 Use and Standards Flexibility Rules.

(1) Dimensional Flexibility. The Planning Commission may approve modification of one or more area or dimensional standards of an underlying district if an applicant demonstrates such modification will result in better integration of uses or additional public amenities that will further the intent of this Section.

(2) Design Standard Flexibility. The Planning Commission may approve an alternative approach to meeting any of the design standards in this Section if an applicant demonstrates such modification is necessary to respond to site conditions, will result in better integration of uses, or provide significant site amenities, buffers, and other elements to offset any potential harmful effect that could be caused by the use and will further the intent of this Section.

(3) Use Flexibility. The Planning Commission may recommend a use, a density of use, or a mix of uses different from what is allowed upon findings that:

(a) The modification significantly advances the intent of this Section;

(b) The modification is necessary to develop the property in an efficient, well-organized way;

(c) The plan provides significant site amenities, buffers, and other elements to offset any potential harmful effects that could be caused by the use; and

(d) The use does not detract from uses in Port Districts.

CITY OF COON RAPIDS, MINNESOTA

CHAPTER 11- 1100

ENVIRONMENTAL DISTRICT REGULATIONS

11-1101 Floodplain Management Regulations

11-1101.1 Purpose.

(1) A portion of the land within the City is subject to periodic inundation by the overflow of streams, rivers, ponds and lakes causing hazards to life and property, disruption of governmental services, extraordinary public expenditures for flood protection and relief, impairment of the tax base, and an adverse effect on the public health, safety, and general welfare. These flood losses are caused by:

(a) The cumulative effect of obstructions in floodplains which create increases in flood heights and velocities and a reduction in the natural flood retention storage capacity;

(b) Structures within flood hazard areas which are vulnerable to flood; and

(c) Structures and uses within flood hazard areas which become hazardous to other property in times of flood.

(2) The public interest necessitates that development of the floodplains be controlled to eliminate loss of life, threat to health, and economic loss. Increasing urban development upstream will produce floods of greater intensity in the future. Because of the aforementioned reasons, the City Council has determined it is the best interests of the citizens of Coon Rapids to establish floodplain management regulations to promote the public health, safety, and general welfare, and to minimize flood losses by provisions designed to:

(a) Restrict or prohibit the development or subdivision of lands for uses which are dangerous to health, safety, or property in times of flood or which, with reasonably anticipated improvements, will cause excessive increases in flood heights and/or velocities, or reduction in the natural flood retention storage capacity.

(b) Require that all proposed uses and subdivision lots have building sites, streets, and public facilities that are free from flood hazard.

(c) Protect individuals from buying and developing lands which are unsuited for development because of flood hazard by:

(i) Prohibiting the development and subdivision of unprotected flood hazard lands;

(ii) Requiring that flood hazard areas be delineated on final subdivision plats; and

(iii)Reserving areas not suitable for development through deed restrictions.

11-1101.2 Land to Which Regulations Apply. This Section shall apply to all property within the boundaries of the floodway, flood fringe or general floodplain as contained in the Official Zoning Map. It shall also apply to areas adjacent to ditches and ponds that are part of the City's storm drainage facilities.

11-1101.3 Designation of Floodway, Flood Fringe, and General Floodplain.

(1) The water surface profile, floodways, and flood fringes within the City shall be designated on the official maps prepared by the United States Geological Survey for the City of Coon Rapids and shall be attached to and made a part of the Official Zoning Map. The Flood Insurance Study for the City of Coon Rapids prepared by the Federal Emergency Management Administration, dated March 15, 1977, and the water surface profiles, and Flood Boundary and Floodway Maps therein are attached to and made part of the Official Zoning Map and this Ordinance. Such maps shall be kept on file in the office of the City Clerk and Community Development Director for public viewing.

(2) The general floodplain shall include all unnumbered A zones as designated on the Flood Insurance Rate Maps contained in the Flood Insurance Study.

11-1101.4 Removal of Floodway and Flood Fringe Designation. The floodway and flood fringe designation on the Official Zoning Map shall not be changed unless the designation is in error or such areas are filled to at least the elevation of adjacent lands as approved by the City Council. Any changes in the floodway or flood fringe designation shall be approved by the Commissioner of Natural Resources, Federal Emergency Management Agency (FEMA) and appropriate watershed districts before such changes may be adopted. The City Engineer shall prepare a map showing the approved change in the same detail as contained in the official map prepared by the United States Geological Survey and such map, when adopted by the City Council by ordinance, shall be considered as an amendment to the official map. A copy shall be kept on file in the offices of the City Clerk and the Director for public viewing.

11-1101.5 Rules for Interpretation of Floodway and Flood Fringe Boundaries. The Boundaries of the floodway and flood fringe shall be determined by scaling distances on the Official Zoning Map. Where a conflict exists between the floodway or flood fringe limits illustrated on the Official Zoning Map and actual field conditions, the surface level of the regional flood shall be the governing factor in locating the regulatory floodplain limits.

11-1101.6 Warning and Disclaimer of Liability. These regulations do not imply that property outside of the floodplain, or development within the floodplain, shall be free from flooding or flood damage. These regulations shall not create liability on the part of the City of Coon Rapids or any officer or employee thereof for any flood damage that results from reliance on these regulations or any administrative decision lawfully made thereunder.

11-1101.7 Permitted Uses in the General Floodplain and in the Floodway. The following uses are permitted in the floodway or general floodplain, provided they are permitted uses within the zoning district in which the floodway and general floodplain are located, provided they do not obstruct flood flows or increase flood elevations, and provided they do not include structures, fill, obstructions, excavations or storage of materials or equipment.

(1) Agricultural uses - general farming, pasture, grazing, outdoor plant nurseries, truck farming, forestry, horticulture, and sod farming.

(2) Industrial or Commercial - parking areas, loading areas and airplane landing strips.

(3) Recreation - tennis courts, public parks, picnic grounds, ball fields, nature preserves, archery ranges, boat launching ramps, golf courses, driving ranges, recreational trails, and swimming areas but not including lodging facilities or campgrounds.

(4) Residential - lawns and gardens.

11-1101.8 Conditional Uses in the General Floodplain and in the Floodway.

(1) Structures accessory to permitted uses.

(2) Placement of fill.

(3) Extraction of sand, gravel, or other materials, including accessory structures.

(4) Marinas, docks, piers, and other water control structures, including accessory structures.

(5) Railroads, streets, bridges, pipelines, and utility transmission lines including accessory structures.

(6) Any use permitted under subsection 11-1101.7 which is a conditional use in the zoning district in which the floodway or general floodplain is located.

(7) Structural works for flood control such as levees, dikes and floodwalls constructed to any height where the intent is to protect individual structures.

(8) Levees or dikes where the intent is to protect agricultural crops for a frequency flood event equal to or less than the 10 year frequency flood event.

(9) Parking areas for non-residential uses that would be inundated to a depth of one foot or less and the flood velocity upon occurrence of the regional flood would be more than four feet per second, or that would be inundated to a depth of more than one foot, provided in either case the following conditions are satisfied:

(a) The property was a separate lot of record as of June 1, 1992;

(b) The parking area is required to make reasonable use of the property;

(c) Elevating the parking area on fill is not possible because the resulting increase in flood elevation cannot be mitigated;

(d) Such areas shall be used only for the parking of employee and company vehicles that can move under their own power;

(e) The vehicles can be removed from the area within the time available after a flood warning.

11-1101.9 Permitted Uses in the Flood Fringe. Any permitted use within the zoning district in which the flood fringe is located.

11-1101.10 Conditional Uses in the Flood Fringe.

(1) Any conditional use within the zoning district in which the flood fringe is located.

(2) Any non-residential principal structure for which floodproofing to the FP-1 or FP-2 standards as defined in the Minnesota State Building Code is proposed in lieu of elevating to the flood protection elevation.

11-1101.11 Prohibited Uses in the Floodplain.

(1) The disposal of any solid waste that is potentially injurious to human, animal, or plant life, is prohibited within the floodplain.

(2) Community-wide structural works for flood control intended to remove areas from the floodplain shall not be allowed in the floodway.

(3) Campgrounds and lodging facilities shall not be allowed in the floodplain.

11-1101.12 Nonconforming Uses in Floodplains.

(1) Floodway Uses. A nonconforming use within the floodway may be continued, provided that it shall not be expanded, changed, enlarged, or altered in a way which increases its nonconformity.

(2) Flood Fringe Uses. A nonconforming use within the flood fringe may be continued, provided that any expansion, change, enlargement, alteration, or modification is in conformance with the provisions of this Chapter.

(3) Structural Alterations and Additions. The cumulative cost of structural alterations and additions made after June 1, 1992, shall not exceed 50 percent of the market value of the structure unless the standards for new structures are met. The cost of structural alterations shall be calculated at current cost and include the value of all materials and labor.

11-1101.13 District Standards. In addition to the district standards for the zoning district in which the floodplain is located the following district standards shall apply. In the event of a conflict between the zoning district standards and these standards, the more stringent standard shall apply.

(1) Access All developments shall have at least one means of ingress and egress that is at or above the flood protection elevation.

(2) Building Elevation.

(a) Principal Structures. Unless floodproofing pursuant to subsection 11-1101.10(2) has been approved, principal structures (including mobile homes) and campsites shall be constructed on fill so that the lowest floor elevation or grade elevation under a crawl space is at or above the flood protection elevation. The area surrounding a structure shall be filled to or above one foot below the flood protection elevation for a minimum of 15 feet beyond the limits of such structure.

(b) Accessory Structures. Accessory structures shall be floodproofed or constructed on fill so that the lowest floor elevation or grade elevation under a crawl space is at or above the flood protection elevation. The area surrounding a structure shall be filled to or above one foot below the flood protection elevation for a minimum of 15 feet beyond the limits of such structure. Accessory structures that are not elevated above the flood protection elevation shall:

(i) Have a low flood damage potential;

(ii) Be constructed and placed so as to offer the minimum obstruction to the flow of floodwaters, whenever possible, having the longitudinal axis parallel to the direction of flood flow and as far as practical being placed approximately on the same flood flow lines as those of adjoining structures;

(iii) Be firmly anchored to prevent flotation, collapse or lateral movement of the structure and shall be designed to equalize hydrostatic flood forces on exterior walls;

(iv) Not be intended for human habitation;

(v) Be structurally dry floodproofed in accordance with the FP-1 or FP-2 flood proofing classifications in the State Building Code. As an alternative, an accessory structure may be floodproofed to the FP-3 or FP-4 flood proofing classification in the State Building Code provided the accessory structure constitutes a minimal investment, does not exceed 500 square feet in size and is not necessary to meet the minimum standards for the zoning district in which it is located.

(vi) Any mechanical and utility equipment must be elevated to or above the Flood Protection Elevation or properly floodproofed.

(3) Maximum Flood Water Increase. No structure (temporary or permanent), fill (including fill for roads and levees), deposit, obstruction, storage of materials or equipment, or other uses allowed as a conditional use within the floodplain shall cause any increase in the water surface elevation of regional flood or cause an increase in flood damages in the reach or reaches affected. Areas filled must be mitigated by creating compensating volume storage at a one to one ratio such that there would be no net affect on the 100 year flood level.

(4) Parking, Driveways and Loading Facilities.

(a) Residential uses. Parking, driveways, and loading facilities accessory to residential uses, including residential institutions, shall be elevated to at least six inches above the flood elevation.

(b) Non-residential uses. Parking, driveways, and loading facilities accessory to other uses shall be elevated to at least six inches above the flood elevation unless either the parking area would be inundated to a depth of one foot or less and the flood velocity upon occurrence of the regional flood would be four feet per second or less, or a conditional use permit is granted as provided in subsection 11-1101.8(9).

If the parking area would be subject to flood velocities greater than four feet per second or would be inundated to a depth of more than one foot, a warning and evacuation plan approved by the City Council shall be required, in addition to the conditional use permit.

(5) Sanitary Sewer, Water, and Public Utilities and Facilities.

(a) Public Utilities. Sanitary sewer structures, water main valve box tops and other public utilities and facilities located at ground surface in floodplain areas shall be

elevated to the flood protection elevation or floodproofed in accordance with the State Building Code.

(b) Private sewer and water systems. New or replacement on-site sanitary sewer and water facilities in floodplain areas shall be designed to eliminate infiltration of flood waters into them and discharges from them into flood waters.

(6) Storage of Materials and Equipment. The storage or processing of materials that are buoyant, flammable, explosive or could be injurious to human, animal or plant life is prohibited within the floodplain. The storage of any materials or equipment shall be elevated on fill to the flood protection elevation.

(7) Streets. All streets within a floodplain area shall be at or above the flood protection elevation. Fill may be used to raise streets to such levels; however, such fill shall not restrict the flow of water so as to unduly increase flood heights.

(8) Erosion Control. Fill, dredge spoil, and all other similar materials deposited or stored in the floodplain shall be properly compacted and protected from erosion by vegetative cover, mulching, riprap or other method acceptable to the Director.

11-1101.14 Enforcement.

(1) The Director shall administer and enforce these regulations.

(2) Any violation of these regulations within the floodplain which would increase the level of the 100 year flood or would interfere with the ability of the floodway to convey the 100 year flood is hereby declared to be a nuisance and may be abated according to Chapter 8-1100.

(3) If the structure and/or use is under construction or development the Director may order the construction or development immediately halted until the proper permits or approvals are obtained.

(4) If the structure and/or use is completed the Director may order the premises vacated until the proper permits or approvals are obtained.

(5) The Director shall notify the Commissioner of Natural Resources and the Federal Emergency Management Agency of the violations and the corrective action taken.

11-1101.15 Record of First Floor Elevations. The Director shall maintain a record of the elevation of the first floor, including basement, of all new structures or additions to existing structures in the floodplain areas. The Director shall also maintain a record of the elevations to which structures or additions to structures are floodproofed.

11-1101.16 Certificate of Zoning Compliance for New, Altered, or Nonconforming Uses. It shall be unlawful to use, occupy, or permit the use of any building or premises, or part thereof, hereafter created, erected, changed, converted, or wholly or partly altered or enlarged in its uses or structure until a Certificate of Zoning Compliance shall have been issued therefor by the Director stating that the use of the building or land conforms to the requirements of these regulations. Before such certificate is issued, a statement shall be submitted to the Director by a registered professional engineer or land surveyor indicating that the finished fill and building floor elevations or other flood protection measures are in compliance with these Floodplain Management provisions.

11-1101.17 State and Federal Permits. Prior to granting a building permit or processing an application for a conditional use permit or variance, the Director shall determine that the applicant has obtained all necessary State, Federal and watershed permits.

11-1101.18 Rules and Procedures for Subdivision, Conditional Use Permit, and Variance Requests. Requests for subdivisions, conditional use permits, and variances shall be subject to the same rules and procedures as requests in areas not located in a floodplain, except as provided below:

(1) Subdivisions.

(a) The application for a subdivision of lands where buildable lots are to be created within the floodplain shall contain the following information in addition to normally required subdivision requirements: A plan showing the elevation of streets, drives and building lots, grading plans, including methods to protect utility installations from flood hazard, proposed floodproofing, fill, levees, channel modifications, and other methods to overcome flood or erosion hazard, designation of all land to be reserved or dedicated for open space or recreational use, identification of floodway and flood fringe areas, flood protection elevation, draft of restrictive covenants to be filed with the final plat that provide that the floodplain area be left substantially in the same state as shown on the plat, establish streets and roads, and require that any additions or modifications to these facilities be in conformance with the City's Floodplain Management Regulations. It is the developer’s responsibility to obtain a LOMR-F from FEMA and a watershed permit prior to final plat approval.

(b) Approval of a subdivision within a floodplain may be made subject to any conditions and assurances, guaranteed by a security agreement in the amount of 150 percent of the estimated cost of proposed improvements, that the City Council may deem necessary to substantially secure the intent and purpose of these regulations.

(2) Conditional Use Permits and Variances.

(a) The application for conditional use permits and variances for property located in a floodplain shall contain the following information in addition to normally required use permit and variance requirements: A plan indicating the proposed elevation of buildings and structures; material storage locations; grading of site; utility plans, including methods to protect utility installations from flood hazard, proposed flood proofing, fill, levees, channel modifications, and other methods to overcome flood or erosion hazard; and identification of floodway and flood fringe areas.

(b) A notice of public hearing as well as a copy of the application for a conditional use permit or variance within a floodplain area shall be submitted to the Commissioner of Natural Resources in order to provide the Commissioner with at least 10 days notice of the hearing.

(c) A copy of all decisions granting conditional use permits or variances within floodplain areas shall be forwarded to the Commissioner of Natural Resources within 10 days of such action.

(d) No variance shall permit a lower degree of flood protection than the flood protection elevation for the particular area or permit standards lower than those required by State law.

(e) Prior to issuance of a conditional use permit for property within a general floodplain the floodway, flood fringe, and flood protection elevation shall be determined pursuant to Minnesota Rules, Parts 6120.5000 through 6120.6200 and the Official Zoning Map amended to include these elevations.

(f) In addition to the Standards for Conditional uses found in subsection 11-304.3, the Planning Commission or City Council shall consider the following when reviewing a conditional use permit in the floodplain:

(i) The danger to life and property due to increased flood heights or velocities caused by encroachments.

(ii) The danger that materials may be swept into other lands or downstream to the injury of others or they may block bridges, culverts, or other hydraulic structures.

(iii) The proposed water supply and sanitation systems and the ability of these systems to prevent disease, contamination, and unsanitary conditions.

(iv) The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner.

(v) The importance of the services provided by the proposed facility to the community.

(vi) The requirements of the facility for a waterfront location.

(vii) The availability of alternative locations not subject to flooding for the proposed use.

(viii) The compatibility of the proposed use with existing development and development anticipated in the foreseeable future.

(ix) The safety of access to the property in times of flood for ordinary and emergency vehicles.

(x) The relationship of the proposed use to the comprehensive plan and floodplain management program for the area.

(xi) The expected heights, velocity, duration, rate of rise, and sediment transport of the flood waters expected at the site.

(xii) Other such factors which are relevant to the purposes of this Ordinance.

11-1102 Wetland Management Regulations

11-1102.1 Purpose. The purpose of these regulations is to achieve the policies described in the City's Wetland Management Plan relating to the protection and management of wetlands.

11-1102.2 Administration. The City Council hereby designates the Director of Public Services as the Administrator of these regulations. The City of Coon Rapids is the Local Government Unit (LGU) for the Wetland Conservation Act (WCA).

11-1102.3 Definitions. For the purpose of this Chapter the following definitions apply:

(1) Buffer. An upland area covered with natural vegetation (preferably native vegetation)

that experienced little to no human impact such as mowing or fertilizer application.

(2) Best Management Practices (BMPs). Guidance and design criteria for storm water management facilities contained within the Minnesota Pollution Control Agency's publication entitled, "Protecting Water Quality in Urban Areas", dated March 2000 and as amended.

(3) City Wetland Management Plan Map. This map was developed as part of the

Wetland Management Plan and shows the general locations of wetlands within the City. While an attempt was made to locate all wetlands within the City, omission of a wetland from this map does not exclude that wetland from this regulation.

(4) Minnesota Department of Natural Resources ("DNR") Protected Waters/Wetlands. Those water bodies that the Minnesota Department of Natural Resources has jurisdiction over up to the Ordinary High Water Level as noted on the DNR Protected Water and Wetland Inventory Map.

(5) Growing Season. The portion of the year when soil temperatures are above biologic zero in the upper part. In the Metro Area, the growing season is generally between April 21 and October 15.

(6) High Water Level (HWL). The 100-year water elevation of a water body determined by a hydrologic/hydraulic model.

(7) New Wetland Credit (NWC). Wetland replacement credit that can be used for any portion of wetland replacement as specified in the Wetland Conservation Act, as amended.

(8) Normal Water Level (NWL). The water elevation of the water body at the lowest controlling elevation as determined by an outlet structure, pump, etc. The Normal Water Level does not reflect the lowest elevation that may be attained naturally by infiltration, evaporation, or transpiration.

(9) Public Value Credit (PVC). The wetland replacement credit that can only be used for the portion of wetland replacement required above a 1:1 ratio.

(10) Sequencing. A five-step process outlined in the Wetland Conservation Act that evaluates the necessity of a project's impact on a wetland.

(11) Technical Evaluation Panel (TEP). A panel consisting of the Local Government Unit, the local Board of Water and Soil Resources board conservationist, a member of the Soil

and Water Conservation District. This panel provides technical wetland support to the Local Government Unit.

(12) Wetland. Lands transitional between terrestrial and aquatic systems where the water table is usually at or near the surface of the land is covered by shallow water. See also Minnesota Rules 8421.0110, subp. 53.

11-1102.4 Wetland Management.

(1) Boundaries. This regulation shall apply to those areas which are defined as jurisdictional wetland as per the *1987 Manual for Delineating and Identifying Jurisdictional Wetlands*. These areas are shown in general on the City's Wetland Management Plan map. This map also shows the management classifications for each wetland that pertain to this regulation.

These areas shall be field identified by the applicant's trained wetland professional and reviewed for accuracy by the Administrator if work is proposed within or adjacent to the wetland. The presence or absence of a wetland on the City's Wetland Management Plan map does not represent a definitive determination as to whether a wetland covered by this regulation is present or not. It is the responsibility of the applicant to determine whether a wetland exists on a subject property.

(2) Application. The applicant shall submit the Minnesota Local/State/Federal Application Forms for Water/Wetland Projects to the Administrator for approval prior to any work that will impact wetlands. The Administrator shall follow the review timelines and notice requirements as outlined in the Wetland Conservation Act as set forth in Minnesota Rules Chapter 8420, as amended.

(3) Wetland Regulations. The Wetland Conservation Act, as amended, and the rules implementing the Wetland Conservation Act as set forth in Minnesota Rules Chapter 8420, as amended, are incorporated as part of these regulations and shall govern draining, filling, and dredging in wetlands. Where the City's Wetland Management Plan deviates from the Wetland Conservation Act, the Wetland Management Plan shall apply.

(4) Wetland Management. Wetlands within the City shall be managed as outlined below:

(a) Wetland Buffers. Average buffer zones with a minimum buffer width of 15 feet around existing wetlands will be required for all new or redevelopment as follows:

Preserve:	40 feet
Manage 1:	25 feet for wetlands less than two acres
	35 feet for wetlands larger than two acres
Manage 2:	15 feet for wetlands less than two acres
	25 feet for wetlands larger than two acres
Manage 3:	15 feet
Restore:	25 feet
Storm Ponds:	15 feet

These buffer zones will be platted as easements and marked with monumentation. Public trails or sidewalks that are a maximum of 10 feet in width can be included within

the buffer provided the designated buffer width is maintained. Private access to a water body will be allowed provided that the dock or access is no more than 30 feet wide along the shoreline or one-half the width of the lot, whichever is less. Public water body access is not regulated by this ordinance. Storm water ponds are allowed within the buffer. A buffer commensurate with the width required for the wetland impacted is also required around newly created wetland mitigation sites.

If the applicant believes that implementation of the buffer is a hardship, the applicant may apply for a variance in accordance with subsection 11-304.9.

(b) Storm Water Management. Storm water runoff directed to the wetlands will be required to be managed as follows and as outlined in the Comprehensive Storm Water Management Plan:

Preserve: Maintenance of existing bounce for a 10-year storm if feasible; Pretreatment for sediment and nutrients.

Manage 1: Limit bounce to existing plus 0.5 ft for 10-year storm if feasible. Pretreatment for sediment and nutrients

Manage 2: Limit bounce to existing level plus 1.0 ft for 10-year storm if feasible. Pretreatment for sediment and nutrients.

Manage 3: No limit on bounce. Can be used for storm water management and treatment

Restore: Limit bounce to existing level plus 1.0 ft for a 10-year storm if feasible. Pretreatment for sediment and nutrients.

Storm Ponds: Use for storm water management

If the applicant believes that implementation of the buffer is a hardship, the applicant may apply for a variance in accordance with subsection 11-304.9.

(c) Wetland Sequencing. Sequencing for the different management classifications will be as follows:

Preserve: Impacts allowed only under extreme hardship. Sequencing must be in conformance with the WCA.

Manage 1: Sequencing in conformance with WCA

Manage 2: Sequencing in conformance with WCA.

Manage 3: Significant sequencing flexibility provided.

Restore: Sequencing in conformance with WCA.

Storm Ponds: No sequencing required as storm ponds not within the jurisdiction of the WCA.

(d) Wetland Mitigation Requirements. Wetland mitigation for unavoidable impacts is required as described below. Actions eligible for wetland mitigation credit are outlined within the Wetland Conservation Act.

Preserve:	Replacement at 3:1 ratio with 1.5 acres of NWC minimum and 1.5 acres of PVC maximum.
Manage 1:	2:1 with 1 acre of NWC minimum and 1 acre of PVC maximum.
Manage 2:	2:1 with 1 acre of NWC minimum and 1 acre of PVC maximum.
Manage 3:	2:1 with 1 acre of NWC minimum and 1 acre of PVC maximum.
Restore:	2:1 with 1 acre of NWC minimum and 1 acre of PVC maximum.
Storm Ponds:	No mitigation required.

Mitigation for passive recreation projects such as trails, scenic overlooks, and benches will be at a 1:1 ratio with 0.5 acres of NWC minimum and 0.5 acres of PVC maximum for every acre of impacted wetland. The City will maintain an overall 2:1 ratio of mitigation in the City as outlined in the Wetland Management Plan.

11-1102.5 Exemptions. Those exemptions outlined in the Wetland Conservation Act as set forth in Minnesota Rules Chapter 8420.0420 are exempt from this Section.

11-1102.6 Performance Bond Required. If an Application includes wetland or buffer strip alteration, the Applicant must file with the Administrator prior to release of the final plat, or if there is no plat involved, prior to the first building permit for the subject property, a performance bond, cash escrow, or letter of credit, surety, or other guarantee acceptable to the Administrator and in an amount determined by the Administrator.

11-1102.7 Appeals and Enforcement.

(1) Enforcement. Enforcement of the Wetland Conservation Act shall be in accordance with Minnesota Rules 8420.0100.

(2) Appeals. The management classification of a wetland can be appealed by the landowner, project proposer, or other interested party. This appeal must be submitted to the Administrator in writing and include documentation supporting the reasons for placing a wetland into a different management category. This written appeal must be submitted to the Administrator prior to or along with the wetland impact permit application. A fee will be required for each wetland being appealed. The appeal will be reviewed by City Staff and the Technical Evaluation Panel. A decision will be made regarding the appeal within 60 days of receipt of the appropriate documentation. If the appeal is submitting outside of the growing season, the decision will be made 60 days after the start of the growing season.

11-1103 Mining and Land Reclamation

11-1103.1 Permit Required. It is unlawful for any person to remove, store, fill, or excavate rock, sand, dirt, gravel, clay, black dirt, peat, or similar material in the amount of up to 1,000 cubic yards without obtaining a mining permit from the City, nor more than 1,000 cubic yards without first having obtained a conditional use permit through the required procedure.

11-1103.2 Exceptions. This Section does not apply to:

(1) The excavation, removal, or storage of rock, sand, dirt, gravel, clay, black dirt, peat, or other like material for the purpose of compliance with a grading plan approved as part of a subdivision plat or site plan, or for the purpose of the yard, accessory structure, foundation, or basement of a building in the process of being erected, built, or placed thereon contemporaneously with, or immediately following, such excavation, removal, or storage.

(2) Grading in an isolated, self contained area, provided there is no danger to the public, and that such grading will not adversely affect adjoining properties.

(3) The excavation, removal, or storage of rock, sand, dirt, gravel, clay, black dirt, peat, or other like material by a public agency incidental to the construction or maintenance of streets or utilities.

11-1103.3 Application. Application for a mining or conditional use permit will be made in writing to the Director on such form as the Director may designate and must include such information as may be required, including, but not limited to, the following:

(1) The signature and address of the applicant and owner of the land.

(2) The correct legal description of the premises from which the storage, removal, or excavation of rock, sand, dirt, gravel, clay, black dirt, peat, or similar materials shall occur.

(3) The purpose of the removal, storage, or excavation.

(4) The estimated time required to complete the removal, storage, or excavation.

(5) The public rights-of-way within the City upon which the material excavated or removed shall be transported.

(6) A map of the proposed excavation, the proposed finished elevations, and the land uses within 100 feet of the site.

11-1103.4 Mining Standards.

(1) Fencing. Any pit or excavation that constitutes a danger or safety hazard must be enclosed by a fence or equivalent barrier of at least six feet in height.

(2) Banks. The banks of any pit or excavation must be sloped to prevent sliding or caving of banks.

(3) Drainage. Any pit or excavation must be so drained that it will not collect stagnant water.

(4) Streets or Drives. Dust must be controlled on interior drives or streets so that it does not annoy other people.

(5) Rehabilitation Plan. Upon completion of the removal, storage, or excavation of material, the site must be rehabilitated to the following minimum standards:

(a) The banks of all excavation sites must be sloped at a grade of not less than two feet horizontal to one foot vertical. This slope must be maintained 20 feet beyond the water line, if water exists.

(b) The finished grade of all excavation sites must not adversely affect the surrounding land or the development of the site on which the excavating is being conducted.

(c) Soil banks must be graded to ground level.

(d) All banks and extracted areas must be covered with at least four inches of black dirt and seeded with grass.

(e) All excavation below the water table must be backfilled with non-noxious solid material to at least two feet above the water table. If the applicant can show that leaving the excavation as a permanent lake can serve a useful purpose to the development of the site or surrounding area, the applicant may be permitted to create such lake, provided that the lake has a flow of water through it to prevent stagnation of the water.

(6) Time Period. A permit issued by the Director or Planning Commission for mining is valid for a period up to one year, with renewal permitted for subsequent one year periods.

(7) Security Agreement. The applicant must submit security bond, cash escrow, or irrevocable letter of credit, in such form and sum as the City may require, conditioned to pay the City the cost and expense of repairing any public right-of-ways made necessary by the special burden resulting from hauling and transporting thereon by the applicant in the removal of rock, sand, dirt, gravel, clay, black dirt, peat, or other like material and conditioned further to comply with all the requirements of this Chapter and the particular mining or conditional use permit and to save the City free and harmless from any and all suits or claims for damages resulting from the negligent excavation, removal, or storage of rock, sand, dirt, gravel, clay, black dirt, peat, or similar material within the City. The security agreement must contain a clause indicating that cancellation shall only be by written release by the City of Coon Rapids.

11-1103.5 Land Reclamation Permit. The reclaiming of land by depositing of material so as to elevate the grade is permitted only after issuance of a land reclamation permit. Such permit is required in all districts on any lot or parcel upon which 200 cubic yards or more of fill is to be deposited for land reclamation. Such permits may be issued by the Director for deposits of up to 1,000 cubic yards of fill. Deposits of over 1,000 cubic yards must be processed as conditional use permits.

11-1103.6 Conditions of Permit. The permit must include as a condition thereof a finished grading plan which will not adversely affect adjacent land, and as a condition thereof must regulate the type of fill permitted, plans for the general maintenance of the site and adjacent area, and make provision for control of material dispersed from wind or hauling material to the site. All filled areas must be covered with a minimum of four inches of black dirt and seeded with grass. The use of solid waste materials as fill is subject to the provisions of subsection 11-1206.1(11).

The City may require a security agreement as a condition of the land reclamation permit in accordance with subsection 11-1103.4(7).

CITY OF COON RAPIDS, MINNESOTA

CHAPTER 11-1200

GENERAL DISTRICT STANDARDS

11-1201 Compliance.

11-1201.1 All future development will be required to meet the standards of this Chapter. These standards also apply to existing development where so stated. No structure can be erected, substantially altered, or its use changed unless in compliance with the provisions of this Chapter.

11-1201.2 No property can be used in a manner that violates the standards of this chapter.

11-1201.3 Violation of these standards will be determined by the Director, the Chief Building Official, or the City Engineer and may be cited under Chapter 2-1100 (Administrative Procedures and Penalties).

In matters where technical complexity or great expense makes it difficult to determine if a violation has occurred, the City may retain the necessary personnel to make a determination of the existence of the violation. If a violation is found, the cost of the determination must be paid by the violator, in addition to such penalties as may be appropriate.

11-1201.4 No building permit will be approved for any structure at the end of a street which would impede the further extension of such street. This provision applies only to dead-end streets and streets possessing temporary cul-de-sacs. It does not apply to permanent cul-de-sacs.

11-1202 Design Standards for Parking, Driving, Loading, and Open Storage Areas Accessory to Institutional, Commercial, Industrial, Townhouse, Mobile Home, and Multiple Dwelling Uses.

11-1202.1 <u>Location.</u>

(1) Each use must, at a minimum, provide the number of parking, loading, and stacking spaces required in subsections 11-1202.7 and 11-1202.9. Such spaces must be located:

(a) On the same lot or tax parcel or within the same common interest community as the use they serve, or

(b) On an adjoining lot or tax parcel to the use they serve, provided:

(i) The parking area serves more than one use,

(ii) No public street separates the parking spaces and the uses, and

(iii)A recorded legal instrument, approved by the City Attorney, provides for the perpetual joint use and maintenance of the parking area.

(2) Spaces on a public street may not be counted toward the minimum requirements.

11-1202.2 Access and Driveways.

(1) No parking or loading space can directly access a public street. All parking, driving, open storage, and loading areas must be designed so that any vehicle entering or leaving such areas is traveling forward. Driveways must be located so any vehicle entering or leaving a parking, open storage, or loading area is clearly visible to oncoming motorists or pedestrians.

(2) The maximum driveway width within the boulevard is 36 feet in an Industrial District and 30 feet in all other districts and a minimum width within the boulevard is 14 feet for one-way traffic, and 24 feet for two-way traffic, all excluding entrance radii.

(3) Notwithstanding subsection 11-1202.(1) and (2), a design may allow vehicles leaving tandem parking spaces or attached garage spaces accessory to dwelling units to back onto a public street other than a Principal, A Minor or B Minor Arterial public street. Driveways for such parking spaces must have a minimum width within the boulevard of 10 feet per garage to a maximum of 48 feet per driveway, both excluding the entrance radii.

11-1202.3 Circulation.

(1) Parking, driving, open storage areas, and loading and street approaches must be designed to preclude traffic congestion and promote the safe and efficient movement of vehicular and pedestrian traffic on and adjacent to the site. Drives must allow continuous circulation within the paved area. Truck traffic, and other traffic must unless no other arrangement is possible, be excluded from residential streets. Within the site, service traffic must be separated from customer traffic.

(2) Parking and loading areas must be designed so that vehicles are parked in an orderly pattern. All parking and loading spaces must be striped. The design must include traffic safety islands, barriers, planting strips, signs, markings, or other methods of traffic control as necessary for vehicular and pedestrian safety. Fire lanes must be installed and marked as required by the Fire Chief.

11-1202.4 Paving. All parking, driving, loading, and open storage areas must be paved in accordance with specifications on file in the office of the Chief Building Official. The paved areas must be designed to prevent any damage to adjacent properties by surface water runoff and to minimize the amount of paved area on a site. Pavement may be deleted on any portion of an open storage area which is used for the storage of heavy equipment that would damage pavement.

11-1202.5 Curbing.

(1) Concrete curb or curb and gutter must be used around the entire perimeter of the paved areas required under subsection 11-1202.4 and around any traffic safety or landscape islands. Bituminous curb may be substituted for concrete curb for those portions of the perimeter where expansion of the paved area will occur. Curb may be deleted for low use portions of parking and driving areas for quads, townhouses, multiple dwellings, and public utility buildings. All dimensions including, but not limited to, setbacks, driveway widths, and parking space widths must be measured from the face of the curb, not the back of the curb.

(2) Notwithstanding subsection11-1202.5, concrete curb and gutter must be used where a gutter is required for drainage purposes.

(3) A sidewalk may be substituted for a curb when the parking lot directly abuts the sidewalk and the grade of the sidewalk is at least six inches above the grade of the paved area.

(4) Curbs or curb and gutter must be constructed according to standards on file in the office of the Chief Building Official.

(5) Curb and gutter may be waived with a City Engineer approved Low Impact Design (LID) stormwater management plan.

(6) Notwithstanding subsection 11-1202.5(1), upon approval of the Planning Commission a fence may be substituted for a curb if all of the following conditions are met:

(a) The area enclosed by the fence is used solely for the storage of vehicles or other items in conjunction with a commercial, industrial or institutional use.

(b) The entire area used for storage is enclosed by fence or building.

(c) The enclosed area is located in the side or rear yard of the principal structure.

(d) The enclosed area is not used for the parking of customer or employee vehicles.

(e) The fence is at least 80 percent opaque, is at least six feet in height and is constructed of masonry, cedar, redwood, treated lumber or other durable material approved in advance by the City.

(f) The fence shall be located no more than 12 inches from the edge of the paved area.

(g) Gates meeting the same requirements as a fence are provided at all openings in the enclosure. Gates will be open only to permit the passage of vehicles, other items or individuals into or out of the enclosure in conjunction with the operation of the use. Gates must remain closed at all other times.

(h) Curb and gutter is not required for drainage purposes.

(i) Curb is not required to protect landscaping from snow removal operations.

(j) Movement of vehicles and other items within or into the fenced area is restricted to employees of the use or of delivery services for the use.

(k) Such other conditions as the Planning Commission may determine are reasonably necessary to meet the intent of this Code.

(l) Upon the failure of any party to conform to the conditions provided for herein, the Planning Commission may amend or revoke its approval. Any party whose approval has been revoked by the Planning Commission will be subject to the provisions of subsection 11-1202.5(1). Any person aggrieved by the decision of the Planning Commission may appeal that decision to the City Council in the same manner as an appeal from an application for Conditional Use Permit under subsection 11-305.6.

11-1202.6 Lighting. Parking, loading, and stacking spaces must be illuminated to a minimum level of one footcandle at ground level over the entire surface of the paved area, provided that additional lighting may be required as necessary for safety and security.

11-1202.7 Stall, Aisle, Stacking and Loading Space Dimensions. Stall, aisle, stacking and loading spaces must be constructed to the following minimum specifications:

(1) Standard Parking Stalls.

				Bay Width	
Parking Angle	Stall Width (Including Striping)	Stall Length	Aisle Width	Interlock to Interlock	Wall to Wall
90 degrees	nine feet	20 feet	24 feet	64 feet	64 feet
60 degrees	nine feet	20 feet	16 feet	55.5 feet	60 feet
45 degrees	nine feet	20 feet	16 feet	50.5 feet	57 feet
Parallel	eight feet	22 feet	12 feet (one way) 24 feet (two way)	n/a	n/a
Tandem	eight feet	25 feet	24 feet	n/a	n/a

Stall length for 90, 60, and 45 degree angles parking stalls may be reduced by the amount of the curb overhang up to a maximum of two feet.

(2) Accessible Parking Stalls. Accessible parking spaces must be provided according to Chapter 1341 of Minnesota Rules (the Minnesota Accessibility Code).

(3) Off-Street Loading or Stacking Space. An off-street loading or stacking space must be a minimum of 12 feet wide, 50 feet long and 15 feet high, unless the maximum size of trucks used does not necessitate such space.

(4) Drive-Thru Stacking Space. A stacking space shall be a minimum of 12 feet wide and 20 feet long.

11-1202.8 Private Streets. Private streets must be a minimum of 24 feet wide when intended for two-way traffic and 14 feet wide when intended for one-way traffic.

11-1202.9 Minimum Number of Parking Spaces Required.

Parking Requirements

Residential Uses	
Single family detached dwelling	3 spaces
Two-family dwellings	3 spaces per unit
Townhouses	2.5 spaces per unit
Multiple family dwellings	2.25 spaces per unit;
Mobile homes	2.5 spaces per dwelling
Nursing homes and assisted	1.2 spaces per unit

living	
Boarding Homes	1 space per room plus 2 spaces

Retail Sales and Service	
General retail sales	1 space per 250 sf of floor area
Banks and financial institutions	1 space per 300 sf of floor area
Building material sales	200 spaces for bldg. 50,000 to 130,000 sf
Greenhouse, lawn and garden supply store	8 + 1/800sf over 1,000 sf
Personal service establishment	2 spaces per chair or tanning bed or 1 per 300 sf of floor area
Service Business	1 space per 300 sf of floor area
Daycare facility	1 space per 5 students
Self service storage	30 foot wide drive aisles plus one employee space
Furniture store/retail showroom	1 space per 1000 sf of floor area

Automobile Services	
Vehicle repair	4 spaces plus 2 per stall
Vehicle sales	6 spaces plus 1per 500 sf over 1,000 sf
Convenience store	12 spaces plus pumps
Vehicle rental	2 spaces plus 1 per rental car

Food and Beverage	
Coffee shop/deli	25 spaces with drive thru, 35 spaces without drive thru
Restaurant	1 space per 2 seats plus 1 space for every 40 sf of banquet or meeting area
Bar/tavern	1 space per 100 sf of floor area

Commercial Recreation,

Entertainment and Lodging	
Hotel	1 space per guest room plus 1 space per employee plus 1 space per 40 sf of banquet area
Fitness center	<50,000sf = 1/400 sf >50,000sf = 1/667 sf
Theater	1 space per 4 seats
Bowling alley	5/alley

Office and Medical Facilities	
General office	1 space per 200 sf. for the first 20,000 sf, plus 1 space per 450 sf for any additional square footage over 20,000 sf.
Medical office or clinic	1 space per 300 sf of floor area
Hospital	4.5 spaces per bed

Social, Cultural and Places of Assembly	
Club, banquet or meeting hall	1 space per 4 seats
Place of worship	1 space per 4 seats
Library	1 space per 350 sf of floor area
Museum	1 space per 750 sf of floor area
Community center	1 space per 312 sf of floor area
College	.18 spaces per school population

Industrial Uses	
Research and development	1 space per 1,000 sf of floor area
Light industry	1 space per 1,000 sf of floor area
Wholesale business, warehouse, truck terminal	1 space per 2,000 sf of floor area

Parking requirements for uses not listed above will be based on the parking requirements for similar uses and the needs of the proposed use. The minimum parking requirement may be reduced for a specific project if the applicant provides documentation supporting the reduction.

11-1202.10 Maintenance and Use.

(1) The surface and curbs of all parking, driving, and loading areas must be maintained in good condition, and remarked or striped when worn or faded.

(2) Parking, driving, and loading areas must be kept clear of trash and debris.

(3) Lighting for parking, driving, and loading areas must be kept in good working order. Broken or burned-out light bulbs must be replaced within 24 hours.

(4) No vehicle, trailer, or truck, truck-tractor, semitrailer, or special mobile equipment may be driven, towed or parked off a paved surface except as provided by subsection 11-1202.4.

11-1202.11 Nonconforming Parking, Driving, Loading, and Open Storage Areas. Nonconforming parking, driving, loading and open storage areas must comply with subsection 11-1300.2(5).

11-1202.12 Land Dedication. The City Council may require a developer to dedicate land planned for public streets and service drives before a building permit may be issued. The purpose of such dedication would be to assure safe and efficient traffic circulation.

11-1203 Sign Regulations

11-1203.1 Purpose and Intent. It is not the purpose or intent of this sign ordinance to regulate the message displayed on any sign; nor is it the purpose or intent of this Section to regulate any building design or any display not defined as a sign, or any sign which cannot be viewed from outside a building. The purpose and intent of this Section is to:

(1) Regulate the number, location, size, type, illumination and other physical characteristics of signs within the City in order to promote the public health, safety, and welfare;

(2) Maintain, enhance and improve the aesthetic environment of the City by preventing visual clutter that is harmful to the appearance of the community;

(3) Improve the visual appearance of the City while providing for effective means of communication, consistent with constitutional guarantees and the City's goals of public safety and aesthetics; and

(4) Provide for fair and consistent enforcement of the sign regulations set forth herein.

11-1203.2 Definitions. For the purposes of this Section, definitions in Chapter 11-200 apply.

11-1203.3 General Provisions.

(1) Permit Required. The following general provisions are applicable to all signs. It shall be unlawful for any person to erect, alter, replace, or relocate any sign or other advertising structure without first obtaining a permit and paying the required fees, except as herein otherwise provided.

(2) Exempted Signs. The following signs are exempt from the requirements of this Section:

(a) Signs erected by a public agency in a public right-of-way.

(b) Private traffic directional signs not exceeding eight square feet.

(3) Prohibited Signs.

(a) No sign will be attached to trees or utility poles.

(b) No sign will be painted directly on any exterior building surface. Sign letters and symbols may be attached directly to a wall by adhesive or mechanical means.

(c) No sign will overhang the public right-of-way, sidewalk easement, walkway easement or bicycle path easement except a bus bench or approved trash container at a designated public transportation pick up location.

(d) No sign will extend above the roof line of a building.

(e) Projecting signs must not project further than two feet from the wall to which they are anchored.

(f) No sign will be installed that by reason of position, movement, shape, illumination, or color would constitute a traffic hazard by obstructing a driver's vision or by interfering, confusing, or misleading traffic.

(g) No sign will noticeably move either by mechanical means or as a result of normal wind pressure.

(h) All other signs not expressly permitted by this Section.

(4) Permit Application. An application for a sign permit must be made on blanks provided by the Director and state or have attached thereto the name and address of the person or company that will be erecting the sign; the location of the building, structure, or lot on which the sign is to be erected; the position of the sign in relation to nearby buildings or structures; the written consent of the owner of the land on which the sign is to be erected; and any other information the Director considers necessary. These requirements may be waived by the Director where they are not applicable. The Director will approve or deny a sign permit application in an expedited manner no more than 30 days from the receipt of the complete application, including the applicable fee. Any application not approved or denied within 30 days will be deemed denied. If the permit is denied, the Director will issue a written notice of denial within 10 days of the decision, describing the applicant’s appeal rights under subsection 11-305.6.

(5) Fees. Every applicant must pay a fee for each sign regulated by this Section before being granted a permit.

(a) The City Council will establish the permit fee by ordinance.

(b) Except for maintenance, any substantial alteration, replacement of the business message, or relocation of a sign constitutes a new sign, requiring an additional permit and fee.

(c) A double fee will be charged if a sign is erected without first obtaining a permit for such sign.

(d) The permit fee for a temporary sign erected without first obtaining a permit may be charged against the lot or parcel of land if the property owner fails to comply with a written request from the Director to obtain a permit. The amount so charged against the lot or parcel of land together with a description of the premises and the name of the owner will be certified to the County Auditor and will be collected in the same manner as taxes or special assessments against said premises. The charge is a perpetual lien on the premises until paid.

(6) Revocation of Permit. The Director is hereby authorized to revoke a sign permit upon failure of the holder thereof to comply with any provision of this Chapter. Any party aggrieved by such revocation may appeal the action to the Board of Adjustment and Appeals within 10 days after the revocation.

(7) Expiration of Permit. A permit expires if the sign is not erected within 180 days after issuance and no permit fees or inspection fees for such sign will be refunded.

(8) Initial Inspection. All sign installations for which a permit is required are subject to inspection by the Director to ensure that such signs are erected according to the permit.

11-1203.4 Maintenance and Removal of Signs.

(1) All signs must be maintained by the sign owner in a safe, neat, clean and attractive condition. A sign must be replaced or refurbished so as to restore the original appearance thereof whenever it begins to fade, chip or discolor, rust, ceases to be in good repair or becomes unsightly. (2) Removal of signs will be governed by the following:

(a) On-premises signs shall be removed from the building and property by the owner of such property within 14 days after the use is terminated.

(b) Off-premises signs shall be removed within 30 days after discontinuation of use of the sign. A sign shall be considered discontinued if the message is removed, the subject of the message no longer exists, or the sign is not maintained.

(3) If the Director finds that any sign is unsafe, a detriment to the public, not maintained, or constructed, erected, or maintained in violation of the provisions of this Section, the sign owner shall be notified of the violation in writing personally or by U.S. Mail. If the sign owner fails to comply with the standards of this Section within 20 days after such notice is given or mailed, if no appeal is taken pursuant to the provisions of subsection 11-305.6 or if no owner, occupant, or agent can be found, such sign may be removed or altered to comply by the Director; provided, that for temporary signs, the notice and appeal period is seven days. The records showing the cost of such work attributable to each separate lot or parcel shall be delivered to the City Clerk. The amount so charged against said lot or parcel of land, together with a description of the premises and the name of alleged owner, will be certified to the County Auditor and will be collected in the same manner as taxes or special assessments against said premises. The charge shall be a perpetual lien on the premises until paid.

11-1203.5 Design of Illuminated Signs.

(1) Signs must not have blinking, flashing, or fluttering lights or change in brightness or color.

(2) On-premises signs may include dynamic displays, except as regulated in Table 11-1203.7(2), provided that the message is changed at intervals of not less than four seconds by electronic process or remote control and the only movement is the periodic changing of information against a solid, colorless background, engineered for maximum legibility and readability, and having a constant light level and glare-reducing screens. Fading, dissolving, scrolling, traveling, or any transition that creates the illusion of movement is prohibited.

(3) The light from illuminated signs must not reflect direct rays of light onto adjacent property or public streets.

(4) No incandescent lamps may be used on exterior surfaces of any sign that exceeds 15 watts during nighttime hours.

11-1203.6 Temporary Signs.

(1) Banners, Streamers, Spinners, Revolving Beacons, Search Lights, and Portable Signs.

(a) The Director may issue permits for the use of portable signs 12 square feet or less in area, banners, streamers, spinners, revolving beacons, search lights or other exterior temporary signs in commercial and industrial districts, as well as for institutional uses in residential districts.

(b) Permits for portable signs 12 square feet or less in area, banners, streamers, spinners and other exterior temporary signs must not be issued in conjunction with the same business activity for more than 60 days in any calendar year.

(c) No more than three portable signs or banners may be displayed under a single permit.

(d) A business activity may only be issued one permit at any given time. A separate permit is required for each display period.

(e) Search lights and revolving beacons must not be directed into residential areas or onto streets and are not to be permitted more than six days per calendar year.

(f) Twenty days will be subtracted as a penalty from a business activity's allotted number of days when that activity maintains a temporary sign past the expiration date for the permit, irrespective of compliance during the period under subsection 11-1202.(2)(e). If the business activity has fewer than 20 allotted temporary sign days remaining for the calendar year in which the penalty is imposed, the balance of those penalty days will be subtracted from that activity’s allotted temporary sign days in the following calendar year.

(2) Other Temporary Signs:

(a) No permit or permit fee is required, however, all other provisions of this Section shall apply.

(b) A temporary sign under this subsection must be set back at least one foot from a public sidewalk or 18 feet from the street pavement if there is no sidewalk. In no case will a sign be located within a public right-of-way or within 10 feet from any other property line.

(c) A temporary sign under this subection must be removed within 10 days after its use has been terminated.

(d) A temporary sign under this subsection must not exceed eight square feet in a residential district and 32 square feet in all other districts and no more than one temporary sign will be allowed on each street frontage.

(e) Limitations on size and number of nonconforming speech signs do not apply from 46 days before the state primary in a state general election year until 10 days following the state general election and 46 days before a primary for a special election, or, in the event there is no primary, 46 days before the special election until 10 days following the special election.

(f) The City may, without notice, remove any sign erected in violation of this Section or any other federal, state, or local law or ordinance. Any signs not claimed within 30 days after removal may be destroyed by the City.

(g) Temporary window signs will only be permitted in a commercial district, provided that they do not occupy more than 40 percent of the window area on any building frontage.

(h) One temporary real estate sign constructed of durable materials located on the premises is permitted for sale or lease of building or vacant lot for each street frontage.

(i) One temporary construction sign constructed of durable materials is permitted on each street frontage of a development under construction

11-1203.7 On-Premises District Sign Provisions.

(1) Wall Signs. Wall signs will be permitted by zoning district in accordance with the standards established in Table 11-1203.7(1):

Table 11-1203.7(1) Wall Sign Allowances by Zoning District

Use Type/Zoning District	Number/Location	Maximum Area per Wall on which signs are permitted
Multi-Family Buildings/ Residential Developments in LDR1, LDR2, MDR, HDR, MH	One per street frontage identifying the name of the building only. A wall containing a public entrance may be signed in lieu of a wall facing a street frontage.	20 square feet
O, Institutional Uses in LDR1, LDR2, MDR, HDR, MH	Unlimited number of signs permitted on one business frontage.	32 square feet or 10 percent of the building face to which the sign is attached whichever is greater, to a maximum of 100 square feet.

Use Type/Zoning District	Number/Location	Maximum Area per Wall on which signs are permitted
Shopping Centers/ Multiple Tenant Buildings in O, NC, I	Unlimited number of signs permitted on each business frontage, not to exceed two walls per business.	40 square feet or 10 percent of the area of the front of the building, whichever is greater, to a maximum of 100 square feet
Other Developments in NC, I	Unlimited number of signs permitted on each business frontage, not to exceed two walls per building, subject to standards in 11-1203.7(1)(a).	40 square feet or 10 percent of the area of the front of the building, whichever is greater, to a maximum of 100 square feet
Shopping Centers/ Multiple Tenant Buildings in CC, GC	Unlimited number of signs permitted on each business frontage, not to exceed two walls per business, subject to standards in 11-1203.7(1)(b).	40 square feet or 10 percent of the face of the building to which the sign is attached, whichever is greater, to a maximum of 200 square feet
Other Developments in CC, GC	Unlimited number of signs permitted on each business frontage, not to exceed two walls per building.	80 square feet or 10 percent of the wall to which it is attached, whichever is greater, to a maximum of 200 square feet
RS	Unlimited number of signs permitted on each building wall facing a street or parking field.	80 square feet or 10 percent of the wall to which it is attached, whichever is greater, to a maximum of 200 square feet
RRO, PORT	Governed by underlying zoning outside of PORT districts. Within PORT districts, governed by district most similar to use.	Governed by underlying zoning outside of PORT districts. Within PORT districts, governed by district most similar to use.
Permitted Uses in CD	One wall or ground sign per street frontage.	32 square feet
Conditional Uses in CD	Governed by district most similar to use, unless otherwise specified in development plans.	

Use Type/Zoning District	Number/Location	Maximum Area per Wall on which signs are permitted
PUD	Governed by the approved development plan. This Chapter is the standard by which the PUD sign plan will be evaluated.	
Nonconforming Uses	No additional signs permitted.	

Zoning Districts

Abbreviation	Zoning District
LDR1	Low-Density Residential 1 District
LDR2	Low-Density Residential 2 District
MDR	Moderate-Density Residential District
HDR	High-Density Residential District
MH	Mobile Home District
O	Office District
NC	Neighborhood Commercial District
CC	Community Commercial District
GC	General Commercial District
I	Industrial District
RS	Regional Shopping District
RRO	River Rapids Overlay District
PORT	Port Evergreen, Port Riverwalk, Port Campus Square, and Port Wellness Districts
CD	Conservancy District
PUD	Planned Unit Development

(a) Shopping Center Signs in NC. No sign will be erected to the rear of a business except for an identification sign of up to four square feet. Signs in shopping centers and multiple tenant buildings must be standardized in terms of location on building and style. Sign criteria will be documented in standards to be approved by the Director prior to issuance of any sign permit for the center. A copy of the standards will be kept on file with the Director.

(b) Shopping Centers/Multiple Tenant Buildings in CC, GC, RS, and I. No sign will be erected to the rear of a business except for an identification sign of up to four square feet if the rear of the business faces a residential district. Signs in shopping centers must be standardized in terms of location on building, method of construction, and style. Sign criteria will be documented in standards to be approved by the Director

prior to issuance of any sign permit for the center. A copy of the standards will be kept on file with the Director.

(2) Ground Signs. Ground signs are permitted by zoning district in accordance with the standards established in Table 11-1203.7(2).

Table 11-1203.7(2) Ground Sign Allowances by Zoning District

Use/District	Number	Maximum Area	Maximum Height	Min. Setback
Multi-Family Buildings/ Residential Developments in LDR,1 LDR2, MDR, HDR, MH	One per frontage.	32 square feet	10 feet	See 11-1203.8
Other Residential Uses, including Home Occupations in LDR1 LDR2, MDR, HDR, MH	One per lot. Cannot be illuminated.	Six square feet	Three feet	See 11-1203.8
O, Institutional Uses in LDR1, LDR2, MDR, HDR, MH	One per building	100 square feet A sign greater than 25 square feet may only be displayed on a frontage greater than 100 feet	See 11-1203.9	See 11-1203.8

Use/District	Number	Maximum Area	Maximum Height	Min. Setback
Shopping Centers/ Multiple Tenant Buildings in O, NC, I	One area identification sign per center.	100 square feet	See 11-1203.9	See 11-1203.8
Other Developments in NC, I	One	100 square feet	See 11-1203.9	See 11-1203.8
Shopping Centers/ Multiple Tenant Buildings in CC, GC	For centers less than 15 acres, One identification sign is permitted per arterial/ collector frontage. For centers greater than 15 acres, two identification signs are permitted or two area identification signs per arterial/ collector street frontage, whichever is greater.	For centers less than 15 acres, the maximum size of an identification sign is 264 square feet, but no more than 200 square feet may be devoted to the permanent message portion of the sign with the remainder being reader board or electronic display. For centers greater than 15 acres, the maximum size of an identification sign is 300 square feet.	See 11-1203.9	See 11-1203.8
Unified Developments in CC, GC	One per business frontage, not to exceed two per building. One area identification sign per development subject to standards in 11-1203.7(2)(a)	100 square feet for individual building signs; 300 square feet for area identification signs if there are no other ground signs on the same frontage.	See 11-1203.9	See 11-1203.8

Use/District	Number	Maximum Area	Maximum Height	Min. Setback
Other Developments in CC, GC	One per building frontage.	For properties with less than 300 feet of frontage-100 square feet; for properties with 300 feet of frontage or more-100 square feet + one square foot for each additional foot of frontage over 300 feet for a maximum of 200 square feet	See 11-1203.9	See 11-1203.8
RS	Governed by the approved development plan.	Governed by the approved development plan.	See 11-1203.9	See 11-1203.8
RRO PORT	One; must be monument sign, limited to two faces, per property or residential development, subject to standards in 11-1203.7(2)(b).	100 square feet, including base and supporting material. Base and supporting material must constitute at least 25 percent of the total area. A reader board or electronic display must not exceed 50 percent of the area containing sign copy.	10 feet	See 11-1203.8 (4)
Permitted Uses in CD	One wall or ground sign per street frontage.	32 square feet	See 11-1203.9	See 11-1203.8
PUD	Governed by the approved development plan. This Section will be the standard by which the PUD sign plan will be evaluated.			
Nonconforming Uses	No additional signs permitted.			

(a) Signs for Unified Developments. All ground signs on the same frontage must be the same height. All ground signs must be mounted on supports of identical design. Area identification signs for shopping centers 20 or more acres in size located within unified developments may be placed on a lot within the unified development less than 20 acres in size. The following requirements apply to such signs:

(i) The sign must be located within 500 feet of the shopping center.

(ii) The sign must not be separated from the shopping center by an arterial street.

(iii) The sign will be subject to the height, setback and separation requirements of a ground sign in the zoning district in which it is located. It will otherwise be subject to the requirements of 11-1202.7(2).

(iv) The sign will not be included in the total signage permitted for the property on which it is located.

(v) The general location of area identification signs for shopping centers within unified developments must be approved by the Planning Commission as part of the site plan approval.

(b) Monument Sign Design in River Rapids Overlay District. The monument sign base must be constructed of materials similar in appearance to those of the principal structure and consist of brick, natural stone, stucco, textured cast stone, or integrally colored concrete masonry units. The structure surrounding the face of the sign from the base to the top of the sign must be solid, continuous, and consist of the base materials or complementary materials that match the appearance and color of the principal building. The 200 square feet of ground area around the base of a monument sign must be landscaped with shrubs or perennials. Landscape material must be selected to withstand the environmental conditions of the site and provide seasonal interest.

(3) Fuel Pump Canopy Signs. Signs may be placed on two faces of a fuel pump canopy. Canopy signs are limited to a business logo and/or graphic design not to exceed 10 percent of each canopy face area or 24 square feet on each canopy face, whichever is greater. Canopy signage will be deducted from the permitted wall signage area for the business. Fuel pump canopy signs must not project above or below the canopy area. Dynamic displays are not permitted on fuel pump canopies.

11-1203.8 On-Premises Sign Setbacks.

(1) Permanent pylon signs must be set back at least 15 feet from any right-of-way line and at least 10 feet from any other property line. Permanent monument signs must be set back at least 10 feet from any property line or right-of-way line.

(2) A sign (including supporting structure) within the sight triangle must either have maximum height of two and one half feet or a minimum clearance of 10 feet above the center line grade of the intersecting streets.

(3) A ground sign of over 25 square feet may be displayed only on a frontage of 100 feet or more and must not be closer than 100 feet to any other ground sign of over 25 square feet.

(4) Signs must be located a minimum of 10 feet from a public street right-of-way, except that along Coon Rapids Boulevard the minimum setback is 20 feet from the curb of the roadway, two feet behind a public sidewalk, or two feet from the right-of-way of Coon Rapids Boulevard, whichever location places the sign farthest from the roadway.

11-1203.9 On-Premises Sign Height. Ground signs must not exceed the following height as measured perpendicularly from the highest point of the sign structure to the grade level directly below the sign. Existing grade may not be altered for the purpose of increasing the sign height.

(1) River Rapids Overlay District. Maximum height for ground signs in the River Rapids Overlay district is 10 feet.

(2) Zoning Districts Outside of River Rapids Overlay District. Maximum height for monument signs is 10 feet. Maximum height for pylon signs is established in Table 11-1203.9.

Table 11-1203.9: Maximum Permitted Pylon Sign Height

Square Footage of Sign	Maximum Height Permitted
40 square feet or less	20 feet
41 to 80 square feet	24 feet
81 to 264 square feet	30 feet
Over 264 square feet	36 feet

11-1203.10 Off-Premises Signs.

(1) Applicability. No off-premises sign may be placed, erected, or maintained in the City, nor may an owner or lessee permit property under the control of the owner or lessee to be used for such a sign, except in accordance with this Section.

(2) Prohibition. No off-premises signs not already existing as of September 10, 2001 may be placed or erected in the City except that a nonconforming off-premises sign located outside the highway corridor may be replaced with a conforming off-premises sign placed or erected within the highway corridor in accordance with this subsection.

(3) Conforming Off-premises Signs. Off-premises signs located within the highway corridor are conforming signs and may be structurally maintained and replaced as needed provided they otherwise comply with this Section.

(4) Requirements. All off-premises signs must meet the following requirements:

(a) May not exceed 250 square feet of display area on any single side. The sign faces must be roughly perpendicular to the roadway. A sign will have no more than two display sides with the two sides mounted back-to-back. The angle of intersection between the display sides will be no greater than 15 degrees.

(b) May not exceed 30 feet in height as measured perpendicularly from the highest point of the sign structure to the grade level directly below the sign. The existing grade level may not be altered for the purpose of increasing sign height.

(c) Must be of mono-pole design. Any exposed metal on the supporting structure must be painted a single dark color.

(d) May be located only in areas zoned Community Commercial, General Commercial or Industrial.

(e) May not be located within an interchange.

(f) Maintain the following setbacks and separations:

Public parks and rest areas	
Measured laterally along roadway	500 feet
Measured in any other direction	200 feet
Residentially zoned property	
Measured laterally along roadway	500 feet
Measured in any other direction	200 feet
Non-residential buildings	200 feet
On-premises sign	100 feet
Property line	100 feet
Right-of-way line	50 feet
Another off-premises sign on same side of roadway	1,000 feet

(5) Dynamic Display Techniques. Nonconforming off-premises signs may not use dynamic display techniques. Any conforming off-premises sign using dynamic display techniques in whole or in part must meet the following operational standards:

(a) Duration. In all districts the full sign image or any portion thereof must have a minimum duration of 60 seconds and must be a static display. No portion of the image may flash, scroll, twirl, change color, or in any manner imitate movement.

(b) Transition. In all districts where the full sign image or any portion thereof changes, the change sequence must be accomplished by means of instantaneous re-pixalization. Fading, dissolving, scrolling, traveling, or any transition that creates the illusion of movement is prohibited.

(c) Brightness. The sign must not exceed a maximum illumination of 5,000 nits (candelas per square meter) during daylight hours and a maximum illumination of 500 nits (candelas per square meter) between dusk to dawn as measured from the sign's face at maximum brightness.

(d) Dimmer Control. Electronic graphic display signs must have an automatic dimmer control to produce a distinct illumination change from a higher illumination level

to a lower level for the time period between one half-hour before sunset and one half-hour after sunrise.

(e) Fluctuating or Flashing Illumination. No portion of any sign may fluctuate in light intensity or use intermittent, strobe or moving light or light that changes in intensity in sudden transitory bursts, streams zooms, twinkles, sparkles, or in any manner creates the illusion of movement.

(f) Video Display. No portion of any sign may change its message or background in a manner or by a method of display characterized by motion or pictorial imager, or depicts action or a special effect to imitate movement, or the presentation of pictorials or graphics displayed in a progression of frames that give the illusion of motion or the illusion of moving objects, moving patterns or bands of light or expanding or contracting shapes.

11-1203.11 Wall Graphics. Wall graphics are considered wall signs for purposes of calculating area and are subject to the size requirements established in table 11-1203.7(1). The Board of Adjustment and Appeals may permit a larger wall graphic if:

(1) It is compatible in scale, color, and size with the surrounding land uses;

(2) There is a unique feature to the design which requires more area than is permitted; and

(3) The wall graphic is the minimum size necessary for the effective presentation of the design.

11-1203.12 Municipal Entry Monuments. Signs or monuments located at street or highway entry points to the City which indicate, exclusive of any commercial message, that one is entering the City are permitted in all districts, subject to the following requirements:

(1) Municipal entry monuments must be of a design approved by the City Council and shall be owned and maintained exclusively by the City.

(2) Municipal entry monuments must be set back at least 10 feet from any street right-of-way or property line.

(3) Any municipal entry monument located within 25 feet of the intersection of a street right-of-way line and a driveway entrance must have a minimum vertical clearance of 10 feet above the centerline of the street pavement.

(4) The message portion of a municipal entry monument cannot exceed 60 square feet in area. Nor more than four additional square feet in area may be used to set forth the name or logo of any donor.

(5) The monument or sign structure cannot exceed 30 feet in height as measured perpendicularly from the height of the highest point of the structure to the grade level directly below the monument or sign. Existing grade may not be altered for the purpose of increasing monument or sign height.

11-1203.13 Nonconforming Signs. It is recognized that signs exist within the zoning districts which were lawful before this Section was enacted but will be prohibited under the terms of this Section. Nonconforming signs must not be enlarged or expanded nor used as

grounds for adding other signs or uses prohibited elsewhere in the same district. Permitting legal nonconforming signs existing on the effective date of this Section may continue as legal nonconforming signs provided such signs are safe and are maintained as not to be unsightly, and have not been abandoned or removed, subject to the following provisions:

(1) No sign will be enlarged or altered in a way which increases its nonconformity.

(2) If the use of the nonconforming sign or sign structure is discontinued for a period of one year the sign or sign structure cannot be reconstructed or used except in conformity with the provisions of this Chapter.

(3) Should such nonconforming sign or sign structure be damaged or structure be destroyed by any means to an extent greater than 50 percent of its market value and all required permits for its reconstruction have not been applied for within 180 days of when the sign or sign structure was damaged, it must not be reconstructed or used except in conformity with the provisions of this Section.

(4) Should such nonconforming sign or sign structure be moved for any reason for any distance whatsoever, it must conform to the regulations for the zoning district in which it is located.

(5) No existing sign devoted to a use not permitted in the zoning district in which it is located will be enlarged, expanded, or moved except to change the sign to a sign permitted in the zoning district in which is it located.

(6) When a building loses its nonconforming status all signs devoted to the structure must be removed, and all signs painted directly on the structure must be repainted in a neutral color or a color which will harmonize with the structure.

11-1203.14 Enforcement.

(1) The Director or designated agent will be responsible for enforcement of this Section.

(2) Violation of any provision of this Section shall be a misdemeanor. Each day the violation continues in existence shall be deemed a separate violation. All signs are subject to penalty for violation even when not required to pay a fee or acquire permit.

(3) Inspections to determine compliance with the provision of this Section will be carried out periodically.

(4) The owner of any sign which is otherwise allowed by this Code may substitute nonconforming copy in lieu of any other commercial or nonconforming copy. This substitution of copy may be made without any additional approval or permitting. The purpose of this provision is to prevent any inadvertent favoring of commercial speech over nonconforming speech, or favoring of any particular nonconforming message over any other nonconforming message. This provision prevails over any more specific provision to the contrary.

11-1203.15 Severability. If any subsection, sentence, clause, or phrase of this Section is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this Section. The City Council hereby declares that it would have adopted the Section and each sub-section, sentence, clause, or phrase thereof irrespective of the fact that any one or more subsections, sentences, clauses, or phrases may be deemed invalid.

11-1204 Fences and Walls. For the purpose of this Section, "Fence" includes any non-vegetative freestanding structure, including a wall, designed or functioning to impede movement across or mark a boundary, act as a barrier or enclosure, or obstruct vision; "Wall" is a fence made of rock, brick, concrete, or similar materials.

11-1204.1 Construction and Maintenance.

(1) Fences must be constructed in accordance with applicable building code and City Code provisions, in a professional and workmanlike manner, and of materials suitable and intended for the purpose for which they are used.

(2) Fences must be maintained in accordance with applicable building code provisions and Chapter 12, Building and Fire Codes, of the Coon Rapids Revised- 1982City Code. Every fence must be maintained in a condition of good repair and must not be allowed to become a danger or fall into a state of disrepair. Any fence that becomes a danger or falls into a state of disrepair is hereby declared a nuisance. Any side of a fence facing a neighboring property or street must be finished. For this clause, a "finished" side means a side on which framing, supports, or posts are not visible.

(3) Electric, barbed, razor, wire, and chain link less than 11 gauge fences are prohibited.

(4) Maximum height without building permit: Six feet.

(5) Fences must be constructed of the same material for a minimum run length of 30 feet. No fence less than six feet in height may have boards, planks, or panels larger than 12 inches in width.

(6) No temporary fence may be permitted on any property for a period in excess of 30 days unless otherwise approved in writing by the City for good cause. Snow fences are allowed between November 1st and April 15th. A temporary fence is any fence that is not permanently secured or anchored to the ground by posts which are suitable to the fencing material used. Prohibited materials are not acceptable as a temporary fence.

11-1204.2 Location.

(1) A fence placed within a drainage or utility easement must not impede the flow of runoff or interfere with planned or installed utilities. The City or any utility company having authority to use such easement will not be liable for any damages, or to repair or replace such a fence, in the event it is moved, damaged, or destroyed in the maintenance of the easement or the installation, maintenance, or repair of utilities thereto.

(2) Walls are prohibited within drainage or utility easements.

(3) Fences are prohibited within site triangles as defined in subsection 11-1206.2(3).

11-1204.3 Setbacks.

(1) Property Boundary: Within the boundary lines.

(2) Public Rights of Way, Trail or Sidewalk Easements: Three feet.

11-1204.4 Height Maximums.

(1) Front Yard Setback: Four feet, except as provided in subsection 11-1204.4(6).

(2) Street Side Yard, Single Family or Two-Family Residential Uses: Four feet; provided, if the front of the house faces the front yard, six feet between the rear lot line and the front of the house.

(3) Interior Side Yard: Six feet.

(4) Rear Yard: Six feet.

(5) Side and Rear Yards where a Residential District abuts a Commercial, Industrial, or Office District: Eight feet.

(6) Front or Street Side Yard, Commercial, Industrial or Office Districts: Four feet, except in an approved site plan.

11-1205 Screening

11-1205.1 Screening must satisfy the requirements of subsections 11-1205.2 through 1205.6 and the requirements of the current version of the *Landscape Standards on File in the Office of the Community Development Director.*

11-1205.2 Residential Uses.

(1) Where any multiple-family use with more than four parking spaces adjoins another residential use, the off-street parking for such use must be screened from adjoining properties. Parking for two-family homes is exempt from this requirement.

(2) The light from automobile headlights and other sources must be screened whenever it may be directed onto residential windows to the extent that it will cause an unreasonable disturbance.

11-1205.3 All Districts.

(1) Exterior storage of goods or materials which are not prohibited under Chapter 8-1000 must be screened. If such permitted storage is not screened, it will be considered a public nuisance.

(2) All parking areas containing more than four spaces which adjoin a public street must be screened.

11-1205.4 Trash and Recycling Storage Screening. Trash, recycling, and similar containers provided in conjunction with institutional, public, commercial, or industrial uses, or with residential uses where a common collection location is designated for three or more dwelling units must be screened by a masonry enclosure constructed on three sides with materials compatible with the exterior materials of the principal structure being served by the enclosure. For all residential uses where such screening is required, the fourth side must consist of a durable gate. For all other uses requiring such screening, a durable gate must be provided where the open side of the enclosure is visible from a public street or from an abutting residential zoning district. All gates must provide 100 percent opaqueness and must be constructed in conformance with standards on file in the office of the Director. Enclosures for trash, recycling, and similar containers must be of sufficient size to accommodate the containers and any mechanical means of servicing the containers. Screening enclosures must be located in the side or rear yard of the property in such a manner as to provide easy access thereto, and must conform

to the setback requirements for accessory structures. Screening enclosures may be attached to principal or accessory structures with Fire Department approval. Screening enclosures must be maintained in a good condition.

11-1205.5 Mechanical Screening. Except for mobile homes, townhouses, and single- and two-family homes, all mechanical equipment on the ground or roof, such as heating and air conditioning, must be screened, located or painted so as not to be readily visible from public streets or adjoining property. Screening structures, if used, must be designed and constructed of a material that is compatible with the principal building.

11-1205.6 Screening Materials and Maintenance.

(1) Requirements. The screening requirements of subsections 11-1205.1 through 11-1205.5 must be satisfied by the use of one or more of the following:

(a) Screening Fence. A screening fence or wall at least six feet in height, or of sufficient height to completely block the view of items within the screening fence enclosure from surrounding properties, with a minimum opaqueness of 80 percent. The fence must be constructed of wood, masonry or other durable material and must be compatible with the principal building and surrounding properties. Screening fences must be painted or stained, whenever necessary, to prevent fading, chipping or discoloration. Damaged or destroyed fences must be repaired or restored.

(b) Planting Screen. A planting screen consisting of a row of evergreen trees planted 10 feet on center in two parallel rows. When planted, the evergreen trees must have a minimum height of six feet. The planting screen must be maintained in a neat and healthy condition. Dead trees must be replaced.

(c) Berm. A berm no less than six feet in height with a side slope of no greater than one and one-half to two. The berm must be sodded. Slopes greater than one and one-half to one may be used if the slopes are stepped using retaining walls. Plant materials resistant to erosion may be substituted for sod with the approval of the Planning Commission. Dead sod or plant materials must be replaced.

(d) Parking Areas. Except in the River Rapids Overlay and Port Districts where subsections 11-1003.11(13)(b)(i) and (ii) apply, a continuous hedge or sodded berm not less that three feet in height.

(e) Others. Topography, existing vegetation, permanent buildings, or other barriers may be substituted for the above if, the Planning Commission finds, they provide equivalent screening.

(f) Maintenance. The owner or occupant of the premises must maintain screening in good condition. Screening fences must be promptly repaired, replaced or refinished as necessary. All diseased, damaged or dead sod and plant materials must be promptly replaced with the same materials or equivalent materials approved by the Director.

(2) The Planning Commission or, where required by this Chapter, the City Council, with a recommendation from the Planning Commission, must approve how the screening requirement is satisfied.

(3) Compliance. Existing uses must comply with the screening requirements of this Chapter within three months of notice by the Director and with the maintenance requirements within three weeks of notice. The Director must specify in what manner the screening requirement must be satisfied and specify the compliance dates to correspond with appropriate planting seasons.

(4) Bufferyard. A bufferyard must provide plant materials between adjacent residential and non-residential districts and abutting residential and non-residential uses in residential districts. A bufferyard must meet the requirements of the *Landscape Standards on File in the Community Development Director's Office* and the following requirements.

(a) Bufferyard width and type and number of plants required abutting an adjacent residential district must be in conformance with the following table.

Adjacent District or Use	Required Along Boundary Between Adjacent Residential and Non-Residential Districts and Between Adjacent Residential and Non-Residential Use in Residential Districts					
	Minimum Bufferyard Width in Feet (Bufferyard width may include width of required rear and side yard setbacks)					Bufferyard Landscape Units (1) Required for Each 100 Feet of Adjacent Residential
	Low Density Residential -1	Low Density Residential -2	Mobile Home	Moderate Density Residential	High Density Residential	
Moderate Density Residential	25	25	0	0	0	40
High Density Residential	30	30	30	20 (2)	20 (2)	80
Office	20	20	20	20	20	80

Neighbor-hood Commercial	30	30	30	30	30	120
General Commercial	30	30	30	30	30	120
Community Commercial	30	30	30	30	30	120
Industrial	50	50	50	50	50	160
Regional Shopping	30	30	30	30	30	120
Ports	30	30	30	0	0	80
Adjacent District	Low Density Residential -1	Low Density Residential -2	Mobile Home	Moderate Density Residential	High Density Residential	Bufferyard Landscape Units (1) Required for Each 100 Feet of Adjacent Residential
	Minimum Bufferyard Width in Feet (Bufferyard width may include width of required rear and side yard setbacks)					
	Required Along Boundary With Adjacent Residential and Non-Residential Districts and Between Adjacent Residential and Non-Residential Use in Residential Districts					
(1) Landscape Units: Over story tree = 10, Evergreen or Ornamental Tree = 8 and Shrub = 1. No single plant type may exceed one third of the number of required Landscape Units. (2) Applies only to day care facilities serving more than 17 persons.						

(b) There can be no buildings, patios, decks, stairways, walkways or mechanical equipment within a bufferyard.

(c) The width of required building rear and side yard setbacks may be used as part of the required width of the bufferyard.

(d) The owner or the occupant of the premises must maintain bufferyard in good condition. All diseased, damaged or dead plant materials must be promptly replaced with the same materials, or equivalent materials approved by the Director.

11-1206 Encroachments into Setbacks and Street Frontage.

11-1206.1 The following are not considered as encroachments on setback and height requirements:

(1) In any yard: patios, awnings, steps, or chimneys that are no closer than three feet to any lot line, underground garages that are no closer than five feet to a lot line, flag poles, light poles, and public utilities (subject to the requirements of subsection 11-601.9).

(2) Roof eaves, overhangs, balconies, and similar appurtenances must not encroach more than two feet into a setback area.

(3) In rear yards: recreational equipment, clotheslines, and detached outdoor living rooms that are not closer than five feet to a lot line.

(4) Height limitations for the following uses may be increased by 50 percent:

(a) Antenna--radio and television.

(b) Belfries.

(c) Church spires and steeples.

(d) Cooling towers.

(e) Flag poles.

(f) Elevator penthouse.

(g) Smoke stacks.

(h) Water towers.

(i) Barns, silos, and windmills.

Heights in excess thereof may be permitted only by a conditional use permit after determining that such structure would not be dangerous and would not adversely affect adjacent property.

(5) Parapet walls will not exceed more than four feet above the limiting height of the building.

(6) Upon written approval of the Director, trash containers may be placed within a public right-of-way at a designated public transportation pick up location provided:

(a) Only one such container is located at any pick up location; and

(b) Approval is received from the State or County before placing the container within any State or County right-of- way; and

(c) The container is of sufficient weight or will be securely anchored to avoid tipping, as determined by the City; and

(d) The container is adequately designed to prevent trash from being blown out of the container or removed by rodents, birds or other wildlife; and

(e) The container is so located as to provide the greatest accessibility with the least possible visual impact; and

(f) Advertising on the container is limited to the business or the product of the container owner, and will not comprise more than 20 percent of the total exterior area of the container; and

(g) The owner of the container enters into a written agreement with the City regarding maintenance and City Code compliance. Such agreement may be executed on behalf of the City by the Director.

11-1206.2 Street Frontage Required. A building is not permitted on a lot unless the lot abuts at least 20 feet on a public street, or has a permanent easement of access to a public street of at least 20 feet in width. A private easement cannot be used as the access for more than one principal building, except by permission of the City Council after a public hearing and recommendation by the Planning Commission. In any case, a private easement cannot be approved for more than one principal building unless there is a minimum of 20 feet of width for each principal building. In no case will more than 60 feet of width be required.

11-1207 Performance Standards

11-1207.1 Environmental Standards

(1) Nuisance Uses. No land, existing building, or proposed structure can be used or occupied in any manner creating dangerous, noxious, or otherwise objectionable conditions which could adversely affect the surrounding area.

(2) Radiation and Electrical Emissions. No activity can emit dangerous radioactivity beyond enclosed areas approved for such use. No equipment, other than domestic household appliances, can be utilized which creates electrical disturbances.

(3) Noise. Noise must be muffled or otherwise controlled so as not to become a nuisance. Noise levels are regulated by the standards of the Minnesota Pollution Control Agency.

(4) Odor. The emission of odorous matter is subject to the regulations established by the Minnesota Pollution Control Agency for Odor Control in Ambient Air.

(5) Vibrations. No vibration is permitted which is discernible without instruments on any adjoining property in a residential district. Within commercial and industrial districts, no vibration is be permitted which is discernible beyond the property line to the human sense of feeling for three minutes or more duration in any one hour.

(6) Smoke. The emission of visible smoke is subject to the Minnesota Pollution Control Agency's restrictions on the emission of visible air contaminants.

(7) Particulate Matter.

(a) Particulate matter includes fly ash, soot, and similar materials.

(b) Particulate matter emission from industrial processes, substances, products, or materials subject to becoming airborne must be in accordance with the Minnesota Pollution Control Agency's regulations.

(8) Toxic Matter. The ambient air quality standards of the Minnesota Pollution Control Agency are the guide to the release of airborne toxic materials within the City.

(9) Erosion. No erosion is permitted which will carry objectionable substances onto neighboring properties or into natural waterways. A property owner must not permit his property to be used or built on without applying all such reasonable measures as may be required to prevent wind or water erosion. The City Engineer may require reasonable measures of a property owner or developer to prevent wind or water erosion. The "Minnesota Storm Water Manual," published by the Minnesota Pollution Control Agency, is the guide for the planning, design, and layout of the conservation measures required.

If required, a Nationwide Pollutant Discharge Elimination System (NPDES) Construction Storm Water General Permit must be obtained from the Minnesota Pollution Control Agency prior to commencing construction activities. The associated Storm Water Pollution Prevention Plan (SWPPP) should be submitted to the City for approval. Proof of NPDES permit acquisition must be provided to the City prior to construction.

The City Engineer may review any development plan to ensure that erosion and sedimentation must be effectively controlled. The following conditions must be placed on new developments where applicable:

(a) The development plan must be designed to minimize erosion potential.

(b) Landscaping, streets, storm sewers, and other drainage and erosion controls must be installed as early in the construction schedule as is practical.

(c) The area and duration of exposure of disturbed soils must be kept to a practical minimum, as determined by City staff but in no event can exposure of disturbed soils exceed 14 days.

(d) Whenever feasible, natural vegetation must be retained, protected, and supplemented.

(e) Where there is inadequate vegetation to protect erosion-prone areas during or after development, temporary or permanent vegetation and/or mulching must be established.

(f) Cut and fill slopes must not be steeper than four to one unless stabilized by a retaining wall or cribbing or approved by the City Engineer.

(g) Cut and fill must not endanger adjoining property.

(h) Fill must be placed and compacted so as to minimize sliding or erosion of the soil.

(i) Fill must not encroach on floodways, natural watercourses, or constructed channels.

(j) Grading must not be done in such a way so as to divert water onto the property of another landowner without the written consent of that landowner.

(k) Provisions must be made to prevent surface water from damaging the cut face of excavations or the sloping surfaces of fills.

(l) The use of temporary and permanent erosion control Best Management Practices including, but not limited to, rock construction entrances, silt fence, turf stabilization mats, and storm drain protection may be required.

(m) If sediment and debris is deposited on paved areas, street sweeping must be performed by and at the cost of the responsible party(ies) as determined by the City Engineer. Cleaning must be performed in a manner acceptable to the City Engineer. If this work is not performed by responsible party(ies), the City may perform street sweeping and bill the appropriate party(ies) for this work.

(n) The use of debris basins, sediment basins, silt traps, or similar measures may be required to trap sediment in runoff water until a disturbed area is stabilized.

(o) The use of ponds for temporary storm water storage is encouraged to reduce peak rainfall runoff and peak stream flows.

(10) Water Pollution. The discharge of raw sewage, industrial wastes, or other pollutants into waterways, lakes, or Municipal Separate Storm Sewer System (MS4) of the City is subject to the regulations of the Minnesota Pollution Control Agency.

(11) Solid Waste. Sanitary landfills or other areas used for the accumulation of solid waste, including garbage, refuse, sludge, slag, fly ash, demolition debris, and other discarded solid materials, is be subject to the solid waste disposal regulations of the Minnesota Pollution Control Agency and Anoka County. In addition, use of all such areas must be approved by the City Council after receiving a recommendation from the Planning Commission. Reasonable measures may be required to ensure that the disposal site will not endanger the public health, safety, or welfare; create a public nuisance; result in scenic blight; adversely affect property values; reduce the usability of the site; or be incompatible with present and future surrounding land uses, including the posting of a bond in an amount determined by the Council to ensure satisfactory compliance.

(12) Glare. Lighting cannot be directed into a residential district from another property or obscure drivers' vision on public streets. No lighting fixture can create more than three footcandles of light intensity at the property line.

(13) Maintenance of Waterway Slopes. The owner or occupant of property on which is located a ditch, creek or man-made and/or natural waterway, that is part of the public drainage system and which was constructed or reconstructed on or after September 1, 1985, is responsible for the maintenance of all slopes of such ditch, creek or man-made and/or natural waterway located on their property. The owner or occupant will, at a minimum, maintain the lawn on such slopes and keep the slopes free of debris. This provision will not apply if the City has waived the requirements of Section 11-1506.

11-1207.2 Miscellaneous Performance Standards

(1) Semitrailer and Container Storage. The City Council finds that the use of semi-trailers and ground level storage containers for the storage of goods and materials is unsightly, causes public safety concerns, circumvents the intent of the City Code regarding exterior storage, and is detrimental to surrounding property values. The reasonable control of the use of such semitrailer and containers is therefore necessary to protect the public health, safety, and general welfare.

(a) Except as provided below, it is illegal to park, store, or maintain, or permit to be parked, stored, or maintained on any property a semitrailer, a ground level storage container, or similar container.

(b) This subsection does not apply to:

(i) semitrailers parked at or cued for an approved loading dock or, in the absence of a loading dock, which are being actively loaded or unloaded in Neighborhood, Community, Regional and General Commercial and Industrial Zoning Districts and at institutional uses in residential zoning districts;

(ii) semitrailers located in parking spaces which have received Site Plan Review approval specifically for such use in the Industrial Zoning District;

(iii) semitrailers parked, stored or maintained in an approved, screened open storage area in the Industrial Zoning District; and

(iv) semitrailers and ground level storage containers being used as part of an active development, redevelopment, construction, reconstruction, or remodeling project, provided that the container or trailer is removed within five business days after completion of the project or within five business days after the project has been inactive for a period of 30 consecutive calendar days.

(c) For the purposes of this subsection, the term "cued for" means waiting to be immediately moved into a loading dock as soon as a dock is available.

(2) Vehicle Sales in Non-residential Areas. No person, firm, business, or other entity of any kind may display a vehicle for sale on any commercial, industrial, office, or institutional property except as provided in this subsection.

(a) A state licensed motor vehicle dealer may display vehicles for sale in accordance with the terms of that license and all state and local laws and ordinances.

(b) If no state license is required, one vehicle may be displayed for sale provided such sale is in conjunction with a business or institutional activity.

(c) A vehicle displayed for sale must be displayed on property where the business, firm, or entity offering the vehicle for sale is located.

(d) A vehicle displayed for sale must be located on an improved surface and within a designated parking space. Such vehicle may not interfere with the normal circulation pattern of the property.

(e) For the purposes of this subsection, the term "vehicle" will have the meaning provided in subsection 11-1206.2(2) as that subsection may be amended from time to time.

(3) Visibility at Intersections.

(a) A minimum sight triangle must be established on each corner lot at every street intersection through which motorists have reasonable unobstructed view.

(b) The minimum sight triangle is defined as a triangle located at the corner of intersecting streets. The adjacent sides are located along the curb line, or gutter line of

streets without curb and gutter, of the intersecting streets and must be 50 feet in length. The third side is a straight line joining the end points of the adjacent sides.

(c) The City has the authority to order removal of vision obstructions located within the minimum sight triangle.

(d) A vision obstruction is defined as any object, living or inanimate, which materially obstructs visibility within this minimum sight triangle between the heights of two and one-half and 10 feet above the center line grade of the intersecting streets.

(e) Obstructions must be removed within a reasonable period of time as determined by the City Engineer and/or designee and, which time will not exceed 90 days after written notice is given to the property owner of record.

(f) Visual obstructions which are not removed may be justification for installation of a traffic control device.

(g) An appeal from the Engineer's order to remove a vision obstruction may be made by the aggrieved party to the Safety Commission. The appeal must be filed in writing with the Public Works Director within 10 days after receipt of the order to remove the obstruction. The Public Services Director must refer the appeal to the Chairperson of the Safety Commission within seven days after receipt of the appeal. The appeal must be placed on the agenda of the next regularly scheduled Commission meeting, unless a special meeting of the Commission is called by the Chairperson. Notification of the time and place of the meeting must be given to the property owner. Within 30 days after the hearing the Safety Commission must make its recommendation in writing to the City Council. Such recommendation must take into account whether a vision obstruction exists in a sight triangle, the implications for traffic and pedestrian safety because of the alleged hazard, to what extent the hazard remains even after the vision obstruction is removed, the availability of less burdensome means to reduce or eliminate the hazard and the means by which the vision obstruction can be eliminated. At its next available regular meeting following its receipt of the Safety Commission's written recommendation, the City Council must affirm, repeal, or modify the order of the Engineer.

(4) Sidewalks. A sidewalk must be provided with any new development along any street designated on the City Sidewalk Plan, on any arterial or collector street, or where required by the City Council as part of a permit, rezoning, or subdivision plat. With regard to collector or arterial streets which are adjacent to or extend through the interior of industrial parks, the Council, upon petition of the owner or developer, may postpone the construction of such sidewalks until such time as the Council may determine the need for sidewalks on one or both sides. Such determination must be based upon, but not limited to, consideration of the following factors: the presence of labor-intensive industry; access to public transportation; anticipated frequent use by pedestrians.

(5) Lighting Districts. In order to promote the identity and aesthetic quality of neighborhoods and the welfare, convenience and living environment of residents, the City

Council may by resolution establish lighting districts in the City to provide for a uniform street light style within the district. The resolution must establish the boundaries of the district and may set out the style of street lights to be installed therein and such other requirements as the Council shall deem appropriate.

(6) Restrictions on Accessory Structures. An accessory structure shall not:

(a) Be constructed on any lot prior to the time of construction of the principal building.

(b) Exceed the height of the principal building, except when on a farm and related to a farming operation.

(c) Be located within the required front setback area or within five feet of a lot line.

(d) Be located nearer to the front lot line than the principal building. This provision shall not apply to attached garages or to those lots which have the shoreline of the Mississippi River or Crooked Lake as the rear lot line.

(e) Except as provided in Subsection 11-601.7(2), an accessory structure so located such that any one of its walls is within six feet of a wall of any other structure shall be attached to and made structurally part of the other structure.

(f) An accessory structure 120 square feet in floor area or larger shall have a permanent concrete slab under the entire structure.

(7) Donation Drop-Off Boxes. Donation drop-off boxes are allowed in all Commercial and Industrial Districts and at institutional uses in residential districts. Designated recycling collection centers, as determined by the Community Development Director, are exempt from these regulations.

(a) The placement of donation drop-off boxes are subject to the following conditions:

(i) Requires written approval of the property owner.

(ii) Must be placed against the building in the side and rear yards only.

(iii) Can not take up required parking or loading area and can not block sidewalks.

(iv) Can not be placed in a drive aisle or landscaped area.

(v) Can not be placed on vacant or undeveloped property.

(vi) Only one drop-off box per property.

(vii) Must be kept free of exterior materials, liter and graffiti.

(viii) Display ownership and contact information in a prominent location on the box; it must be visible and legible.

(b) The boxes are subject to the following design standards

(i) The drop box must be no larger than six feet wide, six feet deep and eight feet high.

(ii) The drop box must be constructed of painted metal or plastic, maintained in a safe and good condition, free from graffiti, rust, holes or other discoloration and firmly anchored to the ground.

(iii) All bins must be safely designed in a manner that prevents the tipping over and prevents individuals from entering the bin.

(c) Violation of these regulations will be deemed a public nuisance and subject to an Administrative Citation pursuant to Section 2-1100.

(8) Required Dumpster Enclosure Installation at Multi-family Buildings. Dumpsters at all apartments and multi-family buildings must be stored within an approved enclosure by June 1, 2104. The enclosure must be designed and constructed per the standards in Subsection 11-1205.4.

11-1208 Satellite Dish Antennas

11-1208.1 Permits and Exceptions. Unless preempted by federal law, no satellite dish antenna will be erected unless a building permit is first obtained from the Building Department and it complies with the regulations of this Section.

11-1208.2 Installation.

(1) In all zoning districts, except for commercial, office and industrial satellite dish antennas larger than one meter must be placed in the rear yard. In commercial, office and industrial districts satellite dish antennas larger than two meters must be placed in the rear yard. The Community Development Director may permit building mounted satellite dish antennas as alternatives to ground mounted antennas if it can be demonstrated that a ground mounted location would result in obstruction of antenna reception window.

(2) Building mounted satellite dishes cannot exceed one meter, 39.37 inches, in diameter in a residential district. In commercial, office and industrial districts, any antenna which exceeds two meters (78.74 inches) in diameter shall be of open mesh (screen) design, must be painted to blend with the background and must not exceed the height of the roof by more than 12 feet and be setback an equal distance from the nearest roof edge.

(3) Satellite dish antennas must comply with the applicable accessory structure setbacks of the district in which it is located.

11-1208.3 Commercial Use Antennas and Antenna Towers. Notwithstanding any provisions of this Code to the contrary, all commercial use antennas and antenna towers shall comply with the zoning and regulatory requirements of Section 11-1400.

11-1209 Adult Oriented Business.

11-1209.1 No adult oriented business, as defined by Revised City Code-1982, Subsection 5-2202(1), can be operated or maintained

(1) except as specifically authorized by this Title 11.

(2) except in accordance with Revised City Code-1982, Chapter 5-2200.

(3) within 1,000 feet of: a public park; church; public or private educational facility serving persons under the age of 18 years; private or public junior high, middle, or elementary school; public or private high school; or day care facility.

11-1209.2 The distances in this Section must be measured on a straight line from the nearest lot line of the adult oriented business to the nearest lot line of any use listed in 11-1209(1).

11-1209.3 No adult-oriented business can display or allow to be displayed on or from its premises actual or representations of specified anatomical areas, as defined by Revised City Code-1982 subsection 5-2202(20), or specified sexual activities, as defined by Revised City Code-1982 subsection 5- 2202(21), so as to be viewable by either the general public, or a person under the age of 18 years.

CITY OF COON RAPIDS, MINNESOTA

CHAPTER 11-1300

NONCONFORMING LOTS, STRUCTURES, OR USES

11-1301 Purpose and Intent. It is the purpose and intent of this Chapter to allow nonconformities to continue to exist and be put to reasonable and productive use; to encourage nonconformities to be brought into compliance when reasonable to do so; to establish the requirements under which nonconformities may be operated and maintained; to diminish the impact of nonconformities on adjacent properties by limiting their expansion; to clarify the level of site modifications that may occur before nonconformities are required to be brought into compliance with current standards; and to comply with Minn. Stat. §462.357, subd. 1e, as amended from time to time.

11-1302 General Provisions.

11-1302.1 Rights. A Nonconforming Use or nonconforming structure may be continued subject to the requirements of this Chapter and as regulated by Minn. Stat. §462.357, subd. 1e. The City may impose upon nonconformities reasonable regulations to prevent and abate nuisances and to protect the public health, welfare or safety.

11-1302.2 Uses.

(1) A Nonconforming Use must not be expanded; provided, a nonconforming single family home may be expanded if:

(a) The expansion will not increase the number of dwelling units or buildings.

(b) Expansion of the principal structure does not exceed 20 percent of the living square feet of the original structure.

(c) The home is not located within a PORT District, a Transit Oriented Development District or the River Rapids Overlay District.

(d) The expansion complies with LDR2 district standards.

(e) The expansion improves the appearance or stability of the neighborhood.

(f) The expansion is not located in the floodplain.

(2) Notwithstanding the restrictions of 11-1302.2(1),

(a) Attached and detached garages and accessory structures may be constructed and/or expanded provided they are consistent with the LDR2 district standards and appropriate building permits are obtained.

(b) Decks may be constructed and/or expanded provided they are consistent with the LDR2 district standards.

(3) Expansion of a single family home pursuant to 11-1302.2(1) requires a conditional use permit in conformance with subsection 11-304.3. Construction or expansion of a garage, accessory structure or deck pursuant to 11-1302.2(2) does not require a conditional use permit.

(4) Nonconforming Uses in the LI District may be expanded provided;

(a) The expansion does not exceed 30 percent of the gross floor area of the building occupied by the nonconforming use at the time it became nonconforming

(b) The expansion does not exceed 30 percent the area of the site outside of the building occupied by the nonconforming use at the time it became nonconforming.

(c) The expansion complies with the LI District standards.

(d) A conditional use permit in conformance with Chapter 11-300 is obtained.

(5) When any nonconforming use has been changed to conforming use, it must not thereafter be changed to any nonconforming use.

(6) A conditional use that is subsequently rezoned to a district in which the use is neither permitted nor a conditional use must be a nonconforming use.

11-1303.3 Structures.

(1) A structure that does not meet setback, size or other dimensional requirements must not be expanded unless such changes are in conformance with this Title and do not increase the nonconformity, except as required by the Americans with Disabilities Act.

(2) A building permit application under Minn. Stat. §462.357, subd.1e, is subject to the following: the City may impose reasonable conditions upon a building permit that is applied for within 180 days after a structure is destroyed by fire or other peril to the extent of greater than 50 percent of its market value, or is declared unsafe, in order to mitigate any newly created impact on adjacent property.

11-1303.4 Termination of Rights.

(1) A nonconforming use must not resume where:

(a) The use is discontinued for a period of more than one year; or

(b) The use or structure is destroyed by fire or other peril to the extent of greater than 50 percent of its market value and no building permit has been applied for within 180 days of when the property is damaged.

(2) Where any right to continue the nonconformity is terminated, any future use must comply with the City Code.

11-1305.5 Conformance Triggers. Nonconformities must be brought into conformance upon the following events:

(1) Nonconforming Uses. Nonconforming uses must be brought into conformance with current requirements of the City Code upon:

(a) Change of the use;

(b) Discontinuance of the use for more than one year; or

(c) Destruction of the use by fire or other peril to the extent of greater than 50 percent of its market value, provided no building permit is applied for within 180 days of the date of destruction.

(2) Nonconforming Structures. Structures that do not meet setback, size or other dimensional requirements must be brought into conformance with current requirements of the City Code upon:

(a) Destruction or removal of the structure;

(b) Relocating the structure; or

(c) Destruction of the structure by fire or other peril to the extent of greater than 50 percent of its market value, provided no building permit is applied for within 180 days of the date of destruction.

(3) Nonconforming Site Improvements. Nonconforming site improvements, including but not limited to parking lots, landscaping, accessory buildings, trash enclosures, lighting and screening, must be brought into conformance with current site improvement requirements of City Code upon:

(a) Redevelopment of the site or expansion of total floor area on the site by 25 percent or greater;

(b) Destruction or replacement of the site improvement;

(c) Issuance of a permit for a related site improvement, if conformance is stipulated as a condition of permit approval;

(d) A change of use of the site that triggers a need for change in an associated site improvement;

(e) Other events listed as specific triggers in City Code on site improvement standards; or

(f). The City determines the site improvement must be brought into conformance to protect the public health, safety, and welfare.

(4) Operational Characteristics. Operational characteristics, including but not limited to hours of operation, parking standards, and laws and regulations having immediate effect, must be brought into conformance immediately upon a change in City Code unless otherwise specified in City Code.

11-1303 Single Nonconforming Lots. A legal lot that is in single ownership at the time of adoption of this Chapter and that does not meet the requirements of this Title for lot area, width, or depth may be used for a conforming structure if:

11-1303.1 The lot area, width and depth are 70 percent or greater than that required; or

11-1303.2 The lot area, width or depth is less than 70 percent of that required, and:

(1) A combination of lots to create a lot which complies with this Code would be impractical; and

(2) A conditional use permit is obtained.

11-1303.3 The principal and any accessory structures must meet all minimum setback requirements and the maximum impervious surface requirement is not exceeded.

CITY OF COON RAPIDS, MINNESOTA

CHAPTER 11-1400

COMMERCIAL USE ANTENNAS AND ANTENNA TOWERS

11-1401 Purpose. In order to accommodate the orderly growth of wireless communications systems and the communication needs of residents and businesses while protecting the public health, safety and general welfare of the City and its citizens, the City Council finds that the regulation of commercial use telecommunications antennas and antenna towers is necessary in order to provide fair and equal opportunities for Federal Communications Commission licensed providers of commercial wireless telecommunication services (Providers), facilitate the provision of wireless telecommunication services, minimize adverse visual effects of towers through careful design and siting standards, avoid potential damage to adjacent properties from tower failure through structural standards and setback requirements, and reduce the number of towers needed to serve the community by maximizing the use of existing and approved structures to accommodate new wireless communications antennas.

11-1402 Permits.

11-1402.1 Permit Required. It is unlawful to construct, operate, or maintain a commercial use antenna or commercial use antenna tower in any residential area of the City except as provided in this Chapter and after obtaining a permit from the City Council. It is unlawful to construct, operate, or maintain a commercial use antenna or commercial use antenna tower in any other area of the city except as provided in this Chapter and after obtaining a permit from the Director. The Council or Director may engage the assistance of knowledgeable persons, whether or not employees of the City, and all reasonable costs thereof will be borne by the applicant.

11-1402.2 Permit Fees. In addition to any building permit fees, permit fees are required for each antenna or antenna tower located in the City. The permit fees will be established from time to time by resolution of the City Council and are not refundable. The fee must reflect the costs reasonably incurred by the City in the administration and enforcement of the permit. All permit fees must accompany an application. The fees will be doubled for any applicant who begins construction at a site before a permit is secured for that site.

11-1402.3 Permit Application. Application for a permit must be made to the Director in writing on such forms as the Director may from time to time designate and must contain the following:

(1) Name, address, and telephone number of the applicant.

(2) If the applicant is not a person, the name, address, and telephone number of the applicant's authorized agent.

(3) Brief description of the services proposed to be provided.

(4) Whether the applicant is currently licensed by the Federal Communications Commission to provide those services.

(5) The address and legal description of the property where the antenna and/or tower is to be located.

(6) Height of any proposed tower or antenna if the antenna is to be located on a structure other than a tower.

(7) Design drawings of any proposed tower or antenna.

(8) Design drawings showing method of attachment of antenna to the tower or other structure.

(9) Scale drawing showing the following:

(a) Boundaries of the property on which a tower is to be located.

(b) The leased area of the property if less than the entire parcel.

(c) Location and dimensions of any towers and accessory structures or equipment to be constructed or installed.

(d) Distances of tower from property lines.

(e) Distances of tower to any adjacent structures including, but not limited to, other towers located on or within 100 feet of the leased area.

(f) Location and description of landscape screening of accessory structures.

(g) Location, size, and description of any fences to be installed.

(h) Location of any public and private easements within the leased area.

(10) Number of additional antennas that may be co-located on the tower.

(11) Written and signed recognition by the property owner or the owner's authorized agent, if other than the applicant, that failure to remove the tower and associated facilities within the time provided in this Chapter following cessation of use, or upon revocation of the permit, may result in removal of such materials by the City and the assessment of all costs against the property.

(12) Such other information as the Director may reasonably require to adequately review the application for compliance with the provisions of this Chapter.

(13) The application must be signed by the applicant or the applicant's authorized agent and by the property owner or the owner's authorized agent, if different from the applicant.

(14) The applicant must provide the City with the name, address and telephone number of a responsible contact person for the provider. The City must be advised in writing within 15 days of any and all changes to such information.

(15) A written and signed statement by an individual trained and qualified as a radio frequency engineer (Qualified Engineer) that the proposed service meets or exceeds all requirements of the Federal Communications Commission.

11-1402.4 Issuance of Permit and Appeal.

(1) Antenna Towers in Residential Areas Applications for towers to be located in residential areas must be referred to the Planning Commission for consideration and recommendation. The Planning Commission must conduct a public hearing in accordance with subsections 11-305.4 and 11-305.5 and make a recommendation to the City Council which must approve, deny or approve with conditions. The Council decision must be based on compliance of the application with the provisions of this Chapter. The Council may impose reasonable conditions to the permit designed to insure compliance with this Chapter. The decision of the Council must be made in accordance with subsection 11-305.2 Time Deadlines for Action, or such lesser time as may be required by federal or state law. The decision of the Council must be submitted to the applicant in writing which will clearly state any conditions imposed and the reasons therefor, or in the case of denial the reasons for the denial.

(2) Antenna Towers in all Other Areas Within 150 calendar days, or such lesser time as required by federal or state law, after receipt of a complete permit application for a tower in any location other than a residential area, the Director must issue or deny the permit. The decision of the Director must be based on compliance of the application with the provisions of this Chapter. The Director may impose reasonable conditions to the issuance of a permit designed to ensure compliance with this Chapter. The decision of the Director must be submitted to the applicant in writing which must clearly state any conditions and the reasons therefore, or, in the case of a denial, the reasons for the denial. The Notice of Issuance or Denial must also contain the appeal rights of the applicant. Failure of the Director to act on an application on or before the issuance date or any extension thereof, will deemed to be approval of the permit without conditions.

(3) Collocation. The placement of wireless telecommunication antennas on roofs, walls, and existing towers may be approved administratively by the Director, provided the antennas and base equipment meet all applicable requirements of this Chapter and the standards enumerated below. Within 90 days, or such lesser time as required by federal or state law, of receipt of a complete application, the Director must issue or deny the permit.

(a) The maximum height of an antenna cannot exceed 20 feet above the roofline and be setback at least 10 feet from the roof edge.

(b) Wall or façade mounted antennas cannot extend more than five feet above the cornice line and must be constructed of a color that matches the exterior of the building or structure.

(c) The proposed collocation cannot substantially change the physical dimensions of such tower or base station.

(4) Modifications to existing antennas and base stations can be approved administratively provided the changes do not substantially change the character or the physical dimensions of the tower or base station and do not block traffic views, impede access to sidewalks or create other hazards to the public health, safety and general welfare of the City and its citizens

(5) Termination of Permit Approval. For antenna permits, approval of an application is effective for one year. Upon written application by the applicant, the approving authority may extend permit approval for one period of up to one year upon finding:

(a) The permit is consistent with the zoning current at the time of the request for an extension is considered; and

(b) The permit meets applicable City Code standards, including this Chapter, in effect at the time the request for an extension is considered.

(6) An applicant aggrieved by any decision of the Director may appeal that decision in accordance with subsection 11-305.6.

11-1402.5 Revocation of Permit.

(1) In addition to or in lieu of any other penalties provided for herein, the City Council may revoke the permit of any Provider who violates the provisions of this Chapter.

(2) No permit may be revoked until after a public hearing at which the Provider may appear with or without counsel and present evidence to support the Provider's position. The public hearing must be held in accordance with subsections 11-305.4 and 11-305.5

(3) The Director must cause written notice setting out the City's intent to revoke the permit and the reasons therefore to be sent to the Provider. Such notice must also state the date, time, and place of the hearing.

(4) Any Provider whose permit has been revoked must remove all towers, antennas, and related accessory structures and equipment subject to the revoked permit in the same manner and time frame as for abandoned towers and antennas under Section 11-1405.

11-1403 Zoning Districts.

11-1403.1 Antennas and/or towers may be located in any zoning district in the City provided that before a tower may be located in any residential area the applicant must demonstrate to the satisfaction of the City Council, that no reasonable alternative location exists in another zoning district. The decision of the Council must take into consideration the following:

(1) Spacing and locational needs to achieve adequate service coverage.

(2) Possibility of placement of antenna on a pre-existing structure.

(3) Design and height of any proposed tower.

(4) Topography and other potential service impediments within the necessary locational radius.

(5) Proximity tower to existing residences or future residential properties.

(6) Efforts made to make the tower compatible with the surrounding neighborhood.

(7) Availability of other potential sites within a reasonable locational radius.

11-1403.2 For the purposes of this Chapter, a tower or antenna proposed to be located within a Planned Unit Development must be considered, in light of the approved use of the property, rather than its underlying zoning.

11-1403.3 No tower may be located within the boundaries of the Mississippi River Corridor Critical Area Overlay District unless the applicant demonstrates to the satisfaction of the

City that the tower will not be visible from the river or from any public park located within the District.

11-1404 Performance Standards.

11-1404.1 Collocations.

(1) No new commercial use antenna tower may be erected unless the permit issuer finds that the telecommunications equipment proposed to be located on the tower cannot be accommodated on an existing or approved tower or other structure within a one quarter mile search radius, or within the actual search area if larger than a one quarter mile radius, due to one or more of the following:

(a) The planned equipment would exceed the structural capacity of any existing or approved tower or other structure, as documented by a Licensed Engineer, and the existing or approved tower or other structure cannot be reinforced, modified, or replaced to accommodate the planned or equivalent equipment at a reasonable cost.

(b) The planned equipment would cause interference materially impacting the usability of other existing or planned equipment at the tower or other structure as documented by a Qualified Engineer and the interference cannot be prevented at a reasonable cost.

(c) Existing or approved towers and other structures within the search radius cannot or will not accommodate the planned equipment at a height necessary to function reasonably as documented by a Qualified Engineer.

(d) Other unforeseen reasons that make it not feasible to locate planned equipment on an existing or approved tower or other structure.

(2) Any proposed Commercial Use Antenna Tower must be designed structurally, electrically, and in all respects to accommodate both the applicant's antennas and related equipment and comparable antennas and equipment of at least one additional user if the tower is over 75 feet in height. Towers must be designed to allow for future rearrangement of antennas on the towers and to accept antennas mounted at varying heights.

11-1404.2 Design Requirements. Proposed or modified towers and antennas must meet the following design requirements:

(1) Towers and antennas must be designed to blend into and be compatible with the surrounding environment through the use of color and suitable visual treatment, except in instances where the color is dictated by Federal or State authorities including, but not limited to, the Federal Aviation Administration.

(2) Tower locations must provide a reasonable amount of screening possible for all sight views of the facility and existing on-site vegetation must be preserved to the extent reasonably possible as determined by the permit issuer.

(3) Commercial Use Antenna Towers must be of a monopole design unless the permit issuer determines that an alternative design would better blend into the surrounding development or is necessary to accommodate structural requirements as documented by a Licensed Engineer.

(4) Commercial Use Antennas or Towers proposed to be mounted on roofs, walls, or existing towers must be shown to meet all structural requirements by a report of a Licensed Engineer indicating the existing structure's suitability to accept the tower, antenna, and related equipment, and indicating the proposed, detailed method of fixing the tower, antenna, or equipment to the structure.

(5) All utility buildings and structures accessory to a tower must be architecturally designed to blend in and be compatible with the surrounding environment. Ground mounted equipment and structures must be screened from view by suitable vegetation approved by the permit issuer, except where the permit issuer finds a design of non-vegetation screening better reflects and compliments the architectural character of the surrounding neighborhood.

(6) Access drives required for the maintenance of equipment must be paved in accordance with City specifications unless the permit issuer finds that some other surface is acceptable due to length, location, and frequency of use.

(7) A tower must be constructed in a manner that conforms to all State and local building code requirements.

11-1404.3 Height.

(1) The maximum height of a free standing tower is 90 feet in a residential area, and 150 feet in other areas of the City, as measured from the ground surface.

(2) The total height of a tower or antenna located on a roof or other structure cannot exceed either the maximum height of a free standing tower in the same area of the City as measured from the ground surface, or 20 feet above the surface of the roof or structure, whichever is greater.

(3) The permit issuer may authorize towers which exceed the limitations provided in paragraph (a) above if the permit issuer finds that the proposed height is the minimum that is reasonably necessary to achieve adequate service coverage due to topographical or other features as documented by a Qualified Engineer.

(4) The height of a tower, whether freestanding or located on another structure, must include any equipment located on top of a tower including, but not limited to, a lightening rod.

11-1404.4 Setbacks.

(1) The setback of a free standing tower from any buildable area on property not owned or under the control of the Provider must be the total height of the tower as measured from the ground surface plus 10 feet. For purposes of this Section the "buildable area" of a property does not include required building setbacks from property lines and streets, Class 3, 4, or 5 wetlands, and easements that preclude construction of a building within them.

(2) The permit issuer may reduce the setback upon documentation from a Licensed Engineer that the tower is so designed that any debris in the event of a collapse or failure will be confined to the area of property under the control of the Provider or in any case will not seriously endanger adjacent property.

(3) Ground located structures and/or equipment used by Providers must be located as close as possible to the base of the tower or other structure on which the antenna is located unless another location is approved by the permit issuer.

11-1404.5 Lighting. Towers cannot be illuminated by artificial means and must not display strobe lights unless such lighting is specifically required by the Federal Aviation Administration or other Federal or State authority for a particular tower. When incorporated into the approved design of the tower, light fixtures used to illuminate ball fields, parking lots, or similar areas may be attached to the tower.

11-1404.6 Signs and Advertising. No portion of any tower, or the property under the control of the Provider, may be used for signs or advertising other than warning, emergency, or equipment information signs. The name and emergency contact telephone number for each Provider must be conspicuously displayed at each antenna location using a sign not less than three inches by five inches nor larger than five inches by seven inches in size for each.

11-1404.7 Maintenance.

(1) Towers and all accessory structures and equipment, including any fencing, must be kept in good repair and must be repainted as reasonably necessary. Graffiti must be removed upon notification by the Director in accordance with a reasonable schedule determined by the Director.

(2) Vegetation used for screening must be properly maintained and any screening planting that dies or is severely damaged as determined by the Director must be replaced in accordance with a schedule provided or approved by the Director.

(3) All property under the control of a Provider must be maintained with ground cover approved by the Director and must be regularly mowed and kept as weed free as reasonably possible.

(4) Property under the control of a Provider must not be used for the storage of equipment or other items not reasonably necessary for the operation of the Provider's services.

11-1404.8 Interference with Public Safety Telecommunications. No new or existing commercial wireless telecommunications service may interfere with public safety telecommunications.

11-1405 Abandoned, Obsolete, and Unused Towers and Antennas. A Provider must provide written notice to the City of the discontinuation of the use of all or any significant part of any tower. Abandoned and unused towers shall be removed as follows:

11-1405.1 All abandoned or unused towers and facilities must be removed from the site within 12 months of cessation of operations unless a time extension is approved by the permit issuer. In the event that a tower is not removed within 12 months of the cessation of operations, the tower and related facilities may be removed by the City and the costs of removal assessed against the property in the same manner as a special assessment.

11-1405.2 Any unused portions of a tower above a manufactured connection must be removed within 12 months of cessation of use and may not be replaced without the issuance of a new permit.

11-1405.3 Any equipment and other materials removed by the City pursuant to this Section may be disposed of by the City in the manner of abandoned properties. Any costs of

such disposal incurred by the City will be assessed against the property in the same manner as a special assessment.

11-1406 Nonconforming Towers and Antennas. Commercial use antennas and towers in existence prior to the effective date of this ordinance that do not conform to or comply with this Chapter are subject to the provisions found in Chapter 11-1300 Nonconforming Lots, Structures and Uses. Collocation of additional antennas without increasing the height of the existing tower is not considered an expansion of the tower.

CITY OF COON RAPIDS, MINNESOTA

CHAPTER 11-1500

SUBDIVISION REGULATIONS

11-1501 Intent Minn. Stat. §462.358 and 505.03 convey responsibilities and authority to cities for the establishment of platting and subdivision regulations. The purpose of this Chapter is to establish platting and subdivision regulations that provide for the orderly, efficient, and safe development of land, urban services and facilities; promote the public health, safety, and general welfare of the community by establishing physical standards, design requirements, and procedures for the platting and subdivision of land, and establish procedures that permit flexibility in land development.

11-1502 Subdivision Review. The Planning Commission and City Council, in the review of subdivision requests and in the application of this Chapter, must take into consideration the requirements of the City and the best use of the land being subdivided. Particular attention must be given to the width and location of streets, sidewalks, suitable sanitary utilities, surface drainage, lot sizes and arrangements, as well as requirements such as parks and playgrounds, schools, and recreation sites, and other public uses. All of the following findings must be made prior to the approval of a subdivision:

11-1502.1 All the applicable provisions of the City Code are complied with;

11-1502.2 The proposed subdivision will not be detrimental to the present and potential surrounding land uses;

11-1502.3 The area surrounding the subdivision can be planned and developed in coordination and compatibility with the proposed subdivisions;

11-1502.4 No land shall be subdivided which is determined by the Planning Commission, after investigation by the City Engineer, to be unsuitable for use because of flooding, drainage, slope, soil conditions, rock formation, or any other feature likely to be harmful to the health, safety, or welfare of the future residents in the proposed subdivision;

11-1502.5 The subdivision preserves and incorporates the site's important existing natural features, whenever possible;

11-1502.6 No property may be subdivided, platted, nor replatted unless City sewer and City water shall be available to such property, and

11-1502.7 The subdivision can be economically served with public facilities and services.

11-1502.8 If a variance is requested under subsection 11-1504.7, the following additional findings are needed:

(1) The conditions upon which the request for a variance is based are unique to the property for which the variance is sought and are generally not applicable to other property;

(2) The literal interpretation of the provisions of this Chapter would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district;

(3) The special conditions and circumstances do not result from the actions of the applicant; and

(4) Because of the particular natural surroundings, shape, or topographical conditions of the specific property involved, unusual hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of these regulations were carried out.

11-1503 Conveyance Platting is required to convey land, pursuant to Minn. Stat. §462.358, subd. 4b. No conveyance of land to which these regulations are applicable may be filed or recorded if the land is described in the conveyance by metes and bounds, by reference to an unapproved registered land survey made after April 21, 1961 or by reference to an unapproved plat. The owner or agent of the owner of any parcel of land shall not divide any lot or parcel of land by the use of metes and bounds for the purpose of sale, transfer, or lease with the intent of evading the provisions of this chapter. All such described divisions shall be subject to all the requirements herein. No building permit shall be issued for the construction or expansion of any structure located on a lot or plat subdivided or sold in violation of the regulations of this Chapter. No plat shall be filed with the County which does not bear the signatures of the Chairperson of the Planning Commission, the Mayor, and the City Clerk.

11-1503.1 Pursuant to Minn. Stat. §462.358, subd. 4b, the foregoing provision does not apply to conveyance if the land described:

(1) was a separate parcel of record on or prior to March 7, 1962;

(a) subject to a written agreement to convey entered into prior to March 7, 1962;

(b) was a separate parcel of not less than two and one-half acres in area and 150 feet in width on January 1, 1966;

(c) was a separate parcel of not less than five acres in area and 300 feet in width on July 1, 1980;

(d) is a single parcel of commercial or industrial land of not less than five acres and having a width of not less than 300 feet and its conveyance does not result in the division of the parcel into two or more lots or parcels, any one of which is less than five acres in area or 300 feet in width, or

(e) is a single parcel of residential or agricultural land of not less than 20 acres and having a width of not less than 500 feet and its conveyance does not result in the division of the parcel into two or more lots or parcels, any one of which is less than 20 acres in area or 500 feet in width.

11-1503.2 In any case in which compliance with the foregoing restrictions will create an unnecessary hardship and failure to comply does not interfere with the purpose of the subdivision regulations, the City Council may waive such compliance by adoption of a resolution to that effect and the conveyance may then be filed or recorded. Any owner or agent of the

owner of land who conveys a lot or parcel in violation of the provisions of this subdivision shall forfeit and pay to the City a penalty of not less than $100 for each lot or parcel so conveyed. The City may enjoin such conveyance or may recover such penalty by a civil action in any court or competent jurisdiction.

11-1504 Administrative Provisions

11-1504.1 Preliminary Plats. Every proposed subdivision, excluding lot splits and registered land surveys, must be submitted in the form of a preliminary plat, to the Director who must transmit it to the Planning Commission for consideration. The preliminary plat is not intended to be a final plat. The purpose of a preliminary plat is to graphically show all of the facts needed to determine whether the proposed plat meets the requirements of this Section. The preliminary plat must be prepared by a qualified professional. Inaccurate or insufficient information supplied by the applicant may be cause for disapproval of a preliminary plat.

(1) Filing a Preliminary Plat. The developer must use the following procedure for approval of a preliminary plat unless waived in writing by the Director.

(a) An application form signed by the property owner(s) or authorized representatives;

(b) the required application fee, and

(c) and other information enumerated in the Preliminary Plat Review Submittal Checklist, a form outlining the information required to support the application.

(2) Disposition of a Preliminary Plat by the Planning Commission. Within 60 days after the preliminary plat application is received, the Planning Commission must conduct a public hearing in accordance with subsections 11-305.4 and 305.5 and make a recommendation to the Council to approve the plan, deny the plan or approve the plan with modifications or conditions.

(3) Disposition of a Preliminary Plat by the City Council. The City Council must take action on the preliminary plat within 120 days following receipt by the Director of a properly completed application. If the recommendation from the Planning Commission has not been received by the City Council within the 120-day period, the Council may act without such recommendation. The City Council may require such revisions in the preliminary plat as it deems necessary for the health, safety, and general welfare of the City. Approval of a preliminary plat does not constitute approval of a final plat.

(4) Effect of Preliminary Approval. Approval of the preliminary plat by the City Council gives the applicant the following rights for a 12-month period from the date of approval:

(a) That the general terms and conditions under which the approval was granted will not be changed by the City.

(b) That the applicant may submit on or before such expiration date, the whole or any part of the approved plat for final approval.

(c) The City Council may extend the time period of preliminary approval for one additional year, upon written application by the developer and for good cause shown. If the final plat is not filed within one year following approval of the preliminary plat,

and an extension of preliminary approval has not been granted, the approval of the preliminary plat shall be considered void.

11-1504.2 Final Plat. After approval of the preliminary plat, the subdivider may, within 12 months, submit to the Director the final plat of subdivision incorporating all modifications required on the preliminary plat. The final plat may constitute the entire land area covered by the preliminary plat or only that portion which the subdivider proposes to record and develop within the succeeding year, provided that the public improvements to be constructed in the area covered by the plat are sufficient to provide for the health, safety, and convenience of the future residents and for access to contiguous area.

(1) Filing a Final Plat. Application for final plat approval must be made in writing to the Director at least three weeks prior to the appropriate meeting of the City Council. The final plat must be accompanied by the following information before it may be placed on the Council agenda:

(a) An application form signed by the property owner(s) or authorized representatives;

(b) the required application fee, and

(c) and other information enumerated in the Final Plat Review Submittal Checklist, a form outlining the information required to support the application.

(2) Disposition of the Final Plat by the City Council. Within 60 days after the application date, the City Council must approve, approve with conditions or disapprove the final plat and accept or reject the areas reserved for or dedicated for public use. No final plat will be approved by the City Council which does not conform to the approved preliminary plat or which does not meet the requirements of this Section. The Director must notify the owner and subdivider in writing of the Council's decision.

(3) Recording the Final Plat. Within 90 days after the City Council takes final action on a subdivision plat, the owner must record the plat with the County. Any final plat not so recorded will become void unless the Council has granted an extension, which cannot exceed 90 additional days. The subdivider must furnish the City with a receipt from the County showing evidence of the recording of the final plat. Failure of the subdivider to comply with the requirements of recording will be cause for rescission of approval. Prior to releasing the final plat for recording, the applicant must provide the following:

(a) A signed Developers Agreement, if applicable;

(b) easement documents as required by conditions of approval;

(c) private common utility and access agreements, if applicable;

(d) park dedication payment, if applicable;

(e) signed petition and agreement for the installation of public improvements if applicable, and

(f) any other documents, as required by conditions of approval.

11-1504.3 Vacation of a Plat or Subdivision.

(1) Any plat or any part of a plat may be vacated by the owner of the property, before the sale of any lot therein, by a written instrument, with a copy of the plat attached, declaring the same to be vacated. Such vacation shall require the approval of the City Council in the same manner as for plats of subdivisions. The City Council may reject any such instrument which

abridges or destroys any public rights in any of its streets or alleys. Such an instrument shall be approved and recorded in the same manner as plats or subdivisions. After being recorded, such instrument shall nullify the recording of the plat so vacated and divest all public rights in the streets, alleys and public grounds, and all dedications laid out or described in such plat.

(2) When lots have been sold, the plat may be vacated as stated in subsection 11-1504.3(1), provided that all the owners of lots in such plat join in the execution of such instrument.

(3) Platted areas may be replatted, provided that they follow the provisions of this Section.

11-1504.4 Lot Splits A lot split may be used with any division of a lot, parcel or tract of land into two parcels and when no street right-of way is needed.

(1) Application. Application for a lot split must be made on forms furnished by the Planning Department and must include the following:

(a) An application form signed by the property owner(s) or authorized representatives;

(b) the required application fee, and

(c) and other information enumerated in the Lot Split and Registered Land Survey Review Submittal Checklist, a form outlining the information required to support the application.

(2) The division of a lot, parcel or tract of land into two parcels when one or both divided parcels has a width which is less than 70 percent of the required minimum lot width as provided in subsection 11-1300.3 of this Code may be recommended for approval provided that:

(a) The lot or parcel is zoned for single family residential uses and the Comprehensive Development Plan is in conformity with that zoning; and

(b) Two separate dwelling structures were constructed on the lot or parcel prior to July 1, 1985 and are currently being used for residential purposes or were so used within six months prior to the application for the lot split; and

(c) Following the division, each of the dwelling structures will be located on separate parcels; and

(d) Each of the structures will be served by separate utility services; and

(e) Neither resulting lot will have a width less than the width of the parcel prior to the lot split.

(3) Disposition of a Lot Split by the Planning Commission. Within 60 days after the application is received, the Planning Commission must conduct a public hearing in accordance with subsections 11-305.4 and 11-305.5 and make a recommendation to the Council to approve the plan, deny the plan or approve the plan with modifications or conditions.

(4) Disposition of the Lot Split by the City Council. The City Council must take action on the lot split within 120 days following receipt by the Director of a properly completed application. If the recommendation from the Planning Commission has not been received by the City Council within the 120-day period, the Council may act without such recommendation. The City Council must approve, approve with conditions or disapprove by resolution. If approved,

following compliance with all conditions of approval, a certified copy of the resolution approving the lot split shall be attached to the notice of approval and forwarded to the petitioner. The lot split, together with a certified copy of the resolution, can then be recorded with the County. Within 90 days from the date of approval, the petitioner must furnish the City with a receipt from the County showing evidence of the recording of the lot split. Failure of the petitioner to comply with the requirements of recording will be cause for rescission of approval.

11-1504.5 Registered Land Survey. A registered land survey (RLS) may be used with any division of a lot, parcel or tract of land into two parcels and when no street right-of way is needed.

(1) Application. Application for a RLS shall be made on forms furnished by the Planning Department and must include the following:

(a) An application form signed by the property owner(s) or authorized representatives;

(b) the required application fee, and

(c) and other information enumerated in the Lot Split and Registered Land Survey Review Submittal Checklist, a form outlining the information required to support the application.

(2) Disposition of a Lot Split by the Planning Commission. Within 60 days after the application is received, the Planning Commission must conduct a public hearing in accordance with subsections 11-305.4 and 11- 305.5 and make a recommendation to the Council to approve the plan, deny the plan or approve the plan with modifications or conditions.

(3) Disposition of the Registered Land Survey by the City Council. The City Council must take action on the Registered land Survey within 120 days following receipt by the Director of a properly completed application. If the recommendation from the Planning Commission has not been received by the City Council within the 120-day period, the Council may act without such recommendation. The City Council must approve, approve with conditions or disapprove by resolution.

(4) All Registered Land Surveys shall be prepared in conformance with M.S. 508.47, Subdivision 4, which is incorporated herein by reference.

(5) Prior to approval of a Registered Land Survey, the Council reserves the right to require the dedication of street or utility easements or public park land to the City.

(6) Within 90 days from the date of approval, the subdivider must furnish the City with a receipt from the County showing evidence of the recording of the Registered Land Survey. Failure of the subdivider to comply with the requirements of recording will be cause for rescission of approval.

11-1504.6 Exception for Boundary Adjustment. A subdivision exception may be used with the adjustment of a lot line by the relocation of a common boundary. The adjustment cannot result in the creation of any new lots.

1) Application. Application for a Subdivision Exemption must be made on forms furnished by the Planning Department and must include the following:

(a) An application form signed by the property owner(s) or authorized representatives;

(b) the required application fee, and

(c) and other information enumerated in the Subdivision Exemption Checklist, a form outlining the information required to support the application.

(2) Disposition of a Exception for Boundary Adjustment

(a) Within 60 days of receiving a complete application the Planning Commission must conduct a public hearing in accordance with subsections 11-305.4 and 11-305.5 and must approve, approve with conditions or deny the application. The Director must notify by letter the applicant of the decision. If the application is denied, the letter must include the reason(s) for denial.

(b) If approved, following compliance with all conditions of approval, a certified copy of a Certificate of Exception from Subdivision Regulations approving the subdivision exemption must be recorded with the County. Within 90 days from the date of approval, the petitioner must furnish the City with a receipt from the County showing evidence of the recording of the exemption. Failure of the petitioner to comply with the requirements of recording will be cause for rescission of approval.

11-1504.7 Variances. The City Council may grant a variance to the subdivision regulations when compliance would create an unusual hardship to the development of the land.

(1) Procedure for a Variance. A petition for any such variance must be submitted in writing by the subdivider at the time the subdivision application is filed with the Director. The petition must state fully the grounds for application and all pertinent facts.

(a) Planning Commission Action. Prior to recommending a variance, the Planning Commission must conduct a public hearing in accordance with subsections 11-305.4 and 11-305.5 and make a recommendation to the Council on the proposed variance. The variance may be reviewed concurrently along with the preliminary plat or lot split. The recommendation on the variance must be forwarded to the City Council along with the recommendation on the subdivision. As part of such recommendation, the Planning Commission may suggest any conditions deemed advisable. Such recommendation must give consideration to the health, safety, order, convenience, general welfare, effect on present and potential land uses, and whether or not the proposal is in conformance with the City's Comprehensive Plan and its Goals and Policies.

(b) City Council Action. The City Council must make a final determination on the application within 60 days after receipt of the Planning Commission's recommendation. Any variance from the terms of the Subdivision Regulations must be adopted by a vote of at least two-thirds of all members of the City Council at the time of preliminary plat and again at the time of final plat. The City Council cannot grant a variance to these regulations unless it finds that all of the following are met:

(i) The intent of this Section;

(ii) The granting of the variance will not be detrimental to the public safety, health or welfare, or injurious to other property or improvements in the neighborhood in which the property is located.

(iii) The conditions upon which the request for a variance is based are unique to the property for which the variance is sought and are generally not applicable to other property;

(iv) The literal interpretation of the provisions of this Section would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district;

(v) The special conditions and circumstances do not result from the actions of the applicant; and

(vi) Because of the particular natural surroundings, shape, or topographical conditions of the specific property involved, unusual hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of these regulations were carried out.

(2) Conditions of Variance. The City Council may require conditions for approving a variance that will substantially achieve the intent and requirements of these regulations. Violations of such conditions will be deemed a violation of this Chapter.

11-1504.8 Planned Unit Developments. The requirements of this Chapter may be modified or excepted in the case of planned unit developments pursuant to Chapter 11-902.

11-1504.9 Alternative Construction Methods, Design Standards, and Required Improvements. Within a subdivision or planned unit development, alternative construction methods, design standards, and required improvements may be recommended by the Planning Commission and approved by the City Council if such methods, improvements, and design features are proven to meet the intent of the regulations in this Chapter or are required due to the physical features or the state of development of the property and its surrounding area.

11-1505 Design Standards. In addition to the design standards, all subdivisions must comply with all provisions of the City Code and applicable Minnesota Statutes.

11-1505.1 Streets.

(1) New streets must provide continuation of existing streets or street network in the surrounding area.

(2) Streets must be laid out to intersect at right angles, whenever possible. Intersection angles must not be less than 75 degrees unless otherwise approved by the City Engineer.

(3) The grade of arterial streets shall not exceed five percent unless necessitated by exceptional topography and approved by the City Planning Commission. The grade of all other streets shall not exceed eight percent. The minimum grade of all streets shall be 0.5 percent. Sidewalks or crosswalks shall not exceed 12 percent grade.

(4) Cul-de-sacs.

(a) A cul-de-sac street shall not exceed 500 feet in length.

(b) The diameter of a cul-de-sac turnaround (measured at the rights-of-way) shall be not less than 120 feet. Pavement diameter of a cul-de-sac turnaround shall be not less than 91 feet measured to back of curb.

(c) Where a subdivision adjoins unsubdivided land, streets must be extended to the subdivision's boundary line and a temporary cul-de-sac constructed. The cul-de-sac must have a turnaround having an outside roadway diameter of at least 75 feet. Such temporary cul-de-sac must remain in existence until the street is extended beyond the subdivision's boundary line.

(5) Street right-of-way and pavement widths:

Street Type	Right-of-way width (feet)	Pavement width (feet)
Local	60	31(back of curb)
Collector	80	45 or state aid standard as approved by City Engineer
Arterial	80 (minimum)	N/A

(a) The right-of-way for a local street may be reduced to 50 feet where no other arrangement is practical and a larger right-of-way would result in deficiencies in the depth of adjacent lots or in severely limited buildable areas on adjacent lots due to extremely poor soil conditions or topography.

(6) Proposed streets must be extended to the boundary lines of the subdivision, unless prevented by topography or other physical conditions or unless in the opinion of the City Planning Commission such extension is not necessary or desirable for the coordination of the layout of the subdivision with the existing layout or the most advantageous future development of adjacent tracts.

(7) Where a new subdivision abuts an existing street which lacks the required right-of-way width, the additional right-of-way width may be required to be dedicated by the subdivider.

11-1505.2 Easements

(1) A minimum ten foot drainage and utility easement must be provided along all street frontages.

(2) A minimum five foot drainage and utility easement must be provided along the side and rear lot lines, unless exempted by the City Engineer

(3) A minimum twenty foot drainage and utility easement must be provided over public storm sewer, sanitary sewer or water main.

(4) Where a subdivision contains a natural ponding area or is traversed by a watercourse, drainageway, channel, or stream, a storm water drainage easement must be provided which substantially conforms to the ponding area or lines of such watercourse up to the 100 year flood elevation. Such easement must be approved by the City Engineer.

(5) Sidewalk and/or trail easements must be provided when needed.

11-1505.3 Lots.

(1) The size, shape, and orientation of lots shall be appropriate for the location of the subdivision and for the type of use proposed. Lot dimensions must meet the zoning regulations.

Lots fronting on a cul-de-sac shall have a minimum depth of 105 feet. No such lot shall have less than 20 feet of frontage on a cul-de-sac.

(2) Every lot shall abut a public street or have access to a public street by means of a private drive.

(3) Double frontage lots are prohibited except when lots abut a collector or arterial street. The minimum lot depth shall be increased by 15 feet for all double frontage lots whenever possible.

(4) Side lot lines shall be approximately at right angles or radial to street lines.

11-1506 Public Improvements and Park Dedication Related to a Development.

Subsequent to approval of the final plat and prior to releasing the final plat for recording, the developer must enter into a developer agreement with the city for the installation of all improvements necessary for the subdivision. The developer must cause all street, water, sewer, drainage and other improvements required by the city to be completed pursuant to the developer agreement.

11-1506.1 Park Dedication Fee.

(1) Because the subdivision of land results in additional development in the community and this causes additional demand upon the recreational and park facilities located therein, the subdivider shall dedicate lands for park purposes or pay a park dedication fee as hereinafter determined. Because of the current status of the park and recreational system for the City, and particularly the amount of undeveloped parkland, the need for additional lands for parks does not necessarily coincide with the areas being subdivided. Consequently, the Council determines that contributions by subdividers to the development of recreational park facilities should be primarily by payment of park dedication fees rather than land dedication.

(2) Park dedication fees shall be deposited in the Park Improvement Fund and used solely for the purchase of parks or improvement of parks, playgrounds, community centers, or other recreational facilities in accordance with the park and recreational segment of the City's Comprehensive Plan. The Planning Commission and Parks and Recreation Commission shall make a recommendation to the City Council as to the location of any sites or facilities to be purchased with the above funds.

11-1506.2 Determination of Land to be Dedicated or Fees to be Paid.

(1) Amount. The amount of land required to be dedicated by a developer will be based on the gross area included in the subdivision which could be developed for residential, commercial, or industrial purposes and will be determined by the following formula:

(a) Residential

Dwelling Unit/Acre	Land to be Dedicated
0-1	5 percent
2-3	10 percent
4-5	12 percent
6-7	14 percent
8-12	16 percent

13-16	18 percent

For each unit over 16/acre, add 0.5percent.

Provided that if a lot, which is a platted lot as of January 1, 1981, is split into two lots, the land to be dedicated shall be five percent.

(b) Industrial. The park dedication requirement for an industrial subdivision is five percent of the gross area included in the subdivision. Should the City elect to require a park dedication fee rather than a dedication of land, the fee must be equal to five percent of the fair market value of the subdivision land, but not to exceed three times the park dedication fee for a single-family residential unit as determined by the City Council.

(c) Commercial. The park dedication requirement for a commercial subdivision is three percent of the gross area included in the subdivision. Should the City elect to require a park dedication fee rather than a dedication of land, the fee must be equal to three percent of the fair market value of the subdivision land, but not to exceed three times the park dedication fee for a single-family residential unit as determined by the City Council.

(2) Procedure. Because differing amounts of land, or no lands at all, will be required in different subdivisions, the following procedure will be used:

(a) If land is desired by the City, the subdivider must convey by deed or dedication the land selected by the City.

(i) If the amount of land is less than the percentage required to be dedicated pursuant to subsection 11-1506.1(1), the subdivider must pay in addition a fraction of the park dedication fee otherwise payable, the nominator of which is the difference between the percentage of land dedicated and the percentage of land required to be dedicated and the denominator of which is the percentage of land to be dedicated.

(ii) If the amount of land is greater than the percentage required to be dedicated, the City must pay to the subdivider the fair market value of the land in excess of the percentage required to be dedicated.

(b) If the City elects to accept a fee in lieu of land dedication, the subdivider must pay to the City the amount of the fee as determined by the City Council by resolution.

(3) Savings Clause. If any of the procedures for the determination of the park dedication fee as contained in (2) above are determined by any Court to be invalid for any reason whatsoever, the park dedication fee must then be determined as follows:

(a) The City Assessor will determine the fair market value of the land to be divided at the time of the final approval.

(b) A percentage equal to the percentage of land to be dedicated as contained in paragraphs (1) (a), (b), and (c) above, will be applied to the fair market value and will be the park dedication fee.

(4) For purposes of subsection 11-1506.1 “fair market value” means a price that a willing buyer would pay and a willing seller would accept for the property including but not

limited to zoning, financing, street, sewer, water and storm drain improvements or influences as determined by the City Assessor but excluding any buildings or structures located thereon.

11-1506.3 Credit for Private Open Space. Where private open space for park or recreation purposes is provided in a proposed subdivision and such space is to be privately owned and maintained by the future residents of the subdivision, a credit of up to 25 percent of the requirements of subsection 11-1506.1 may be given, provided that the following conditions are met:

(1) That such land area is not occupied by non-recreational buildings and is available for the use of all the residents of the proposed subdivision.

(2) That required setbacks shall not be included in the computation of such private open space.

(3) That the use of the private open space is restricted for park and recreational purposes by recorded covenants which run with the land in favor of the future owners of the property within the tract and which cannot be defeated or eliminated without the consent of the City Council.

(4) That the proposed private open space is of a size, shape, location, topography, and usability for park and recreational purposes or contains unique national features that are important to be preserved.

(5) That the proposed private open space reduces the demand for public recreational facilities to serve the development.

11-1506.4 Other Required Land Dedication. A developer of a mobile home park, multiple-family, institutional, commercial, or industrial development, for which no subdivision of property is required, must comply with the above requirement of dedication of land for park and recreation purposes or the payment of fees in lieu thereof, prior to receiving City approval of the site plan for such development.

City Council Regular **13.**

Meeting Date: 05/07/2013

Subject: Consider Appeal of Planning Commission Decision, Planning Case 12-29, Site Plan Application - Dayton Freight

From: Scott Harlicker, Planner

INTRODUCTION

On April 18th the Planning Commission approved a site plan application for a freight terminal for Dayton Freight located at Evergreen Boulevard and 87th Lane. On April 26th the City received an appeal of that decision from a resident, Ms. Carol Kampff. The Council may affirm, amend, or reject the decision of the Planning Commission.

DISCUSSION

In the attached letter, Ms. Kampff lists her reasons for the appeal. Her objections to the Planning Commission's decision are addressed as follows:

1. Project not Compatibile with Surrounding Land Uses

The Planning Commission held a lengthy discussion regarding the compatibility with surrounding land uses. In order to mitigate potential impacts the buffer along the adjacent properties was widened to between 35 and 80 feet, the height of the berm was increased from three to six feet, the number of pine trees planted on the berms was increased, and the Commission prohibited tractor parking in the area abutting the above uses. The project's specific compatibility with Spring Brook Nature Center, which is approximately 1/4 mile to the south, was not discussed.

2. Traffic Impacts of the Project

A traffic study was completed to assess potential impacts from traffic generated by this project. The study reviewed five intersections including 85th Avenue and Evergreen Boulevard, 85th Avenue and East River Road and 85th Avenue and University. The study concluded the project will have minimal to minor impacts on the local roadway network and will not require any significant changes to any of the identified intersections. The levels of service at each of the intersections will not change as a result of this project.

The study stated that there will be 145 truck trips per day (from 6:00am to 9:00pm), that includes arrivals and departures. The traffic volumes at 85th Avenue and Evergreen Boulevard are not anticipated to be sufficient to warrant a signal at that intersection. The traffic from this project is minimal when compared to the existing and projected traffic volumes. For example, there are 7,000 trips per day at the intersection of 85th Avenue and Evergreen Boulevard; the first phase of the project will add approximately 100 trips per day (including both cars and trucks). In 2030, with the second phase completed, there is forecast to be 10,400 trips on 85th Avenue and the project will add approximately 400 trips per day.

3. Dayton Freight as Good Neighbors and Stewards of the Land

Ms. Kampff expresses concerns in her appeal that since the owners of Dayton Freight were not personally at the meetings, and did not appear to address concerns raised by the Planning Commission, that they will not be good neighbors or stewards of the land. The applicant is based out of Dayton, Ohio and had local representatives at each

of the meetings. It is not unusual for out of state applicants to hire local consultants to represent them. Ms. Kampff states in her appeal that the representatives could not adequately address the Commission's questions.

4. Meeting Procedure

Ms. Kampff indicated in her letter that the procedure followed during the March Planning Commission meeting was unusual. There were outstanding issues that needed to be addressed, and to accomplish that, staff had to receive authorization from the applicant to extend the 120 day review period. The applicant's representative did not have the authority by law to agree to the extension. The Commission gave the applicant four days to respond to the request for an extension. The applicant responded in a timely manner and the item was postponed to the April 18 meeting.

5. Coon Creek Watershed Review

The applicant has had several preliminary meetings with the Watershed to discuss the parameters of stormwater management for the site. Coon Creek Watershed approval of the plans is a condition of approval.

6. Townhome Notification

The townhomes on the north side of 85th Avenue and west of the railroad tracks are outside the 350 foot notification distance and did not receive individual notification of the meeting. However, a public hearing notice of the meeting was published in the paper as were articles about the project.

RECOMMENDATION

In the appeal of Planning Case 12-29, Site Plan Application - Dayton Freight, it is recommended the City Council uphold the Planning Commission decision approving the site plan. The Council may affirm, amend, or reject the decision of the Planning Commission.

Attachments

Kampff Appeal Letter
April 18 PC Minutes
March 12 PC Minutes
January 17 PC Minutes
Site Plan
Landscape Plan

CAROL A. KAMPFF
8330 Redwood St. N.W.
Coon Rapids, MN 55433
763.784.6009 (H)

April 26, 2013

BY MESSENGER

Community Development Director
City of Coon Rapids
Coon Rapids City Hall
11155 Robinson Dr.
Coon Rapids, MN 55433

Re: Appeal of PC 12-29 JH Architects; Dayton Freight Lines ("**DFL**") Site Plan
Property Location: Evergreen Blvd. and 87th Lane
Scott Harlicker Planner

Dear Sir:

Please consider this letter my appeal to the City Council of the Planning Commission's decision on April 18, 2013, to approve the above-referenced site plan.

I object to the Commission's decision for the following reasons:

1. I do not think such a large terminal fits the surrounding uses in this area considering there is a daycare, a YMCA and a restaurant to the north. No one discussed Springbrook Nature Center which fronts on 85th Avenue.

2. The traffic DFL will generate will be very burdensome on every street it will use, but particularly on 85th Avenue. Eighty-fifth Avenue has for decades been problematic as far as traffic is concerned. This site borders a very busy retail area. There are double train tracks on 85th. The train traffic is picking up again and it doesn't take much for the cars to stack up from East River Road to the tracks—just add trucks. The same is true on the other side of the tracks. I don't recall the subject of sidewalks being addressed at the meetings. There are many walkers, bikers, and workers waiting for buses on 85th. Along with the truck traffic, of course, comes a great deal of air pollution because of the use of diesel fuel. The kids at the daycare and Y play outside. The diesel fumes will not only be on site but will be streaming up and down Evergreen Blvd. as the trucks are on the road.

3. I am concerned about whether or not DFL will be good neighbors and stewards of the land. My concern arises from the fact that they only appeared at the initial Planning Commission meeting when the plans were incomplete. The representative who appeared at subsequent meetings had no knowledge of the terminal operations and could not answer the commissioners' questions but could only speculate or assume as to answers. There were inaccuracies on the plan even up to the point of approval. At the second meeting almost none of the commissioners' concerns expressed at the January meeting were addressed.

4. The Commission was on the verge of denying the site plan at the second meeting until the current owner of the property interjected himself and spoke at the meeting which I thought was only for discussion by the commissioners. He talked to the Commission in an intimidating manner in my view and came very close to speaking of the tool used by those who want to get their way—litigation. He did not say the word but he seemed headed that way to me. From that point on the Commission became very accommodating and followed an unusual procedure due to the fact that the 60-day rule was going to end before their next scheduled meeting. They tabled the item until the end of the meeting to allow the property owner to contact DFL and by the end of the meeting, he had not been able to contact them. So, a few days were given for DFL to request an extension. If they did, then the item would be on the April 18 meeting agenda. If they did not, the Commission would hold a special meeting to handle this one item and make a decision one way or another. DFL filed an extension in a timely manner. I find this process very irregular. Why are there rules and processes in place if some can work around them?

5. The watershed is another big concern of mine although I understand that until DFL applies for a building permit Coon Creek Watershed District does not get involved or evaluate the plan; however, they are aware of it.

6. The townhomes in the area are not within the required notice area. Were they given notice of this proposed plan? It will surely impact them with noise and pollution. DFL intends a 24/7 operation.

For all of the above reasons, and likely more, I think this case deserves a review and decision by the City Council. Unfortunately, the attachments for the January Planning Commission meeting are no longer online as far as I can tell. They were very helpful documents. Also, if the minutes online refer to an attachment or exhibit, I would very much like to see those online in the archives, too. Thank you for your consideration.

Very truly yours,

Carol A. Kampff

Carol A. Kampff

COON RAPIDS PLANNING COMMISSION MEETING OF APRIL 18, 2013

CALL TO ORDER

The regular agenda meeting of the Coon Rapids Planning Commission was called to order by Chair Geisler at 6:30 p.m.

Members Present: Chair Jenny Geisler, Commissioners Cedric Lattimore, Donna Naeve, Wayne Schwartz, Zachary Stephenson and Julia Stevens.

Members Absent: Commissioner Jonathan Lipinski.

Staff Present: Community Development Director Marc Nevinski; Planner Scott Harlicker; and, Assistant City Attorney Doug Johnson.

PLEDGE OF ALLEGIANCE

Chair Geisler led the Commission in the Pledge of Allegiance.

ADOPTION OF THE AGENDA

MOTION BY COMMISSIONER NAEVE, SECONDED BY COMMISSIONER STEVENS, TO ADOPT THE AGENDA AS PRESENTED. THE MOTION PASSED UNANIMOUSLY.

APPROVAL OF THE MARCH 21, 2013 REGULAR MINUTES

MOTION BY COMMISSIONER STEVENS, SECONDED BY COMMISSIONER LATTIMORE, TO APPROVE THE PLANNING COMMISSION MINUTES OF THE REGULAR MEETING OF MARCH 21, 2013, AS SUBMITTED. THE MOTION PASSED UNANIMOUSLY.

OLD BUSINESS

1. PLANNING CASE 12-29 - JH ARCHITECTS – SITE PLAN – DAYTON FREIGHT LINES – PUBLIC HEARING

It was noted the applicant is requesting site plan approval for an 87,000 square foot freight terminal and 9,300 square foot maintenance building. This request was previously reviewed by the Planning Commission at their March 21, 2012 meeting. The property is located at Evergreen Boulevard and 87th Lane. Staff reviewed the changes made to the Site Plan and landscaping plan since their March meeting, in detail with the Commission. It was noted all requirements were now being met within the landscaping plan.

Commissioner Stephenson questioned the height of the berm adjacent to the YMCA property. Planner Harlicker noted the berm would be six feet in height.

Commissioner Naeve suggested the building materials and garage doors be similar in color.

Draft

Chair Geisler recommended this be added as a condition to the Site Plan.

Commissioner Schwartz asked if the three-foot berm along the street frontage should be increased to six feet. Planner Harlicker explained that the three-foot berm met City Code requirements.

Planner Harlicker indicated the dumpster enclosure would no longer be located internally and would have to be constructed of similar material to the building. The Commission agreed to amend condition 17.

Commissioner Naeve commented that Phase II of the Site Plan shows that the dumpster enclosure would be enclosed.

Chair Geisler requested the plans be updated to show the exterior fencing would be black coated vinyl.

Commissioner Naeve suggested that condition 14 be amended to read all trailers and tractors must be licensed and operable and be parked in designated areas. Staff agreed with this recommendation.

Chair Geisler inquired if there would be any parking in the Phase II area prior to its development. Planner Harlicker understood that this area would not allow parking until completed. He reviewed the edge of the parking surfaces within Phase I.

Commissioner Schwartz stated the generator and transformer box appear to be located on Phase II property. He questioned if these items would be enclosed and landscaped in Phase I. Planner Harlicker commented this work would be completed.

Ross Able, Oliver Surveying & Engineering, discussed the location of the generator and transformer box in further detail noting the area would be placed on a concrete pad, be fully screened and landscaped in Phase I.

Commissioner Naeve questioned if the turning radius on the north side of the building would allow for semis to reach Phase II of the building. Mr. Able stated the most significant movement made by the semi tractors was backing in to the bays and he was not concerned with maneuvering around the building.

Chair Geisler asked if another condition should be added to address the turning radius concerns. City Attorney Johnson explained this was covered under Condition 7.

MOTION BY COMMISSIONER NAEVE, SECONDED BY COMMISSIONER STEVENS, TO APPROVE PLANNING CASE 12-29, THE SITE PLAN WITH THE FOLLOWING CONDITIONS:

1. PARK DEDICATION IN THE AMOUNT OF $92,400 MUST BE PAID PRIOR TO THE ISSUANCE OF A BUILDING PERMIT

Draft

2. COMPLIANCE WITH TITLE 11 OF THE CITY CODE

3. NO ACCESS IS PERMITTED TO OUTLOT F OR SPRINGBROOK DRIVE, EXCEPT FOR EMERGENCY ACCESS.

4. ALL EXTERIOR BUILDING MATERIAL MUST BE INTEGRALLY COLORED.

5. THE USE OF SMOOTH FACED BLOCK AS AN EXTERIOR BUILDING MATERIAL OR DUMPSTER ENCLOSURE IS PROHIBITED.

6. THE USE OF BARB WIRE IS PROHIBITED.

7. ALL COMMENTS OF THE CITY ENGINEER AND FIRE DEPARTMENT MUST BE ADDRESSED TO THEIR SATISFACTION.

8. THE SECOND PHASE OF THE PROJECT MUST BE COMPLETED WITHIN 5 YEARS FROM THE DATE OF APPROVAL OF THE FIRST PHASE. IF THE SECOND PHASE IS NOT COMPLETED WITHIN 5 YEARS FROM THE DATE OF APPROVAL OF THE FIRST PHASE, A NEW SITE PLAN APPLICATION IS REQUIRED AND MUST BE IN COMPLIANCE WITH THE CODE IN EFFECT AT THE TIME OF APPLICATION.

9. THE FINDINGS AND IMPROVEMENTS CONTAINED IN THE TRAFFIC STUDY MUST BE IMPLEMENTED.

10. THE METAL ROOFS, INCLUDING THE FUEL STATION MUST BE PAINTED A COLOR COMPATIBLE WITH THE COLOR OF THE BUILDING.

11. THE APPLICANT MUST ENTER INTO A SITE SECURITY AGREEMENT AND DEVELOPMENT AGREEMENT WITH THE CITY.

12. THE PERIMETER FENCING MUST BE PLACED INSIDE THE LANDSCAPING AND COATED WITH BLACK VINYL.

13. THE NORTH WALL OF THE FREIGHT TERMINAL MUST BE FINISHED TO MATCH THE REST OF THE BUILDING.

14. ALL TRAILERS AND TRACTORS MUST BE LICENSED AND OPERABLE AND PARKED IN DESIGNATED AREAS.

15. THE EXACT NUMBER OF BAYS AND DOORS MUST BE CONFIRMED WITH REVISED PLANS.

16. ONLY TRAILERS ARE TO BE PARKED ADJACENT TO THE YMCA AND THE DAYCARE.

17. THE DUMPSTER ENCLOSURE SHALL BE CONSTRUCTED OF A MATERIAL THAT IS CONSISTENT WITH THE MAINTENANCE FACILITY.

Draft

18. GARAGE DOORS ARE TO MATCH THE BUILDING EXTERIOR COLOR.

THE MOTION PASSED 4-2 (SCHWARTZ AND STEPHENSON OPPOSED).

This is a decision made by the Planning Commission and shall stand unless appealed to the City Council within ten days after notification of the decision.

NEW BUSINESS

2. PLANNING CASE 13-7 - COMPREHENSIVE PLAN AMENDMENT – PRELIMINARY AND FINAL PORT MASTER PLANS – PORT CAMPUS SQUARE – PUBLIC HEARING

The Planning Commission is asked to consider an amendment to the Comprehensive Plan to adopt a Port Master Plan for Port Campus Square. The Commission is also asked to consider Preliminary and Final Port Master Plans for Port Campus Square. The area along Coon Rapids Boulevard was reviewed with the Commission in detail. The realignment of 111th and Coon Rapids Boulevard was discussed further noting this would create parcels that could more easily be developed. In addition, the redevelopment would have better connections through the regional trail network from the corridor to the river. It was noted land was being reserved for a future community center west of the ice arena. Staff recommended approval of the text amendment to Chapter 2 of the Comprehensive Plan.

Chair Geisler opened and closed the public hearing at 7:03 p.m., as no one wished to address the Planning Commission.

Commissioner Stevens questioned if the college offered any opinion on the proposed round-abouts. Community Development Director Nevinski indicated the proposed plans were conceptual. He noted the college was receptive to the idea as they had a large volume of traffic and the round-abouts would assist in managing speed.

Commissioner Naeve asked if the master plan incorporated the original area of the Campus Port. Community Development Specialist Brown noted a slightly broader area was included in the final Port Campus Square.

Chair Geisler commented she was pleased with the final plans, along with the involvement from the business community throughout this entire process.

MOTION BY COMMISSIONER STEVENS, SECONDED BY COMMISSIONER SCHWARTZ, TO APPROVE PLANNING CASE 13-7, THE TEXT AMENDMENT TO CHAPTER 2 OF THE COMPREHENSIVE PLAN INCORPORATING THE FUTURE LAND USES AND RELATIONSHIPS, TRAFFIC CIRCULATION, PEDESTRIAN SYSTEMS, PARKING PLAN LOCATIONS, AND EXAMPLES OF BUILDING TYPES ESTABLISHED BY THE PORT CAMPUS SQUARE MASTER PLAN. THE MOTION PASSED UNANIMOUSLY.

Draft

MOTION BY COMMISSIONER STEVENS, SECONDED BY COMMISSIONER SCHWARTZ, TO APPROVE PLANNING CASE 13-7, PRELIMINARY AND FINAL PORT MASTER PLANS FOR PORT CAMPUS SQUARE. THE MOTION PASSED UNANIMOUSLY.

This is a recommendation to the City Council that will be considered at the May 7, 2013 City Council meeting.

3. PLANNING CASE 13-2 – GIESEKE – HOME OCCUPATION CUP – PET GROOMING BUSINESS – 12083 BUTTERNUT STREET – PUBLIC HEARING

It was noted the applicant is requesting a conditional use permit to operate a pet grooming business as a home occupation. The home occupation was proposed to be open from 5:00 p.m. to 8:00 p.m. Monday through Friday and 9:00 a.m. - 5:00 p.m. on Saturday. The applicant had requested to be open on both Saturday and Sunday, however, this was amended by Staff to assure the business only operated six days a week. Staff suggested Condition 5 be added to read no more than two dogs or cats may be allowed on the premises at any time. Planner Harlicker recommended approval of the home occupation CUP with reconditions.

Chair Geisler opened and closed the public hearing at 7:13 p.m., as no one wished to address the Planning Commission.

Commissioner Naeve suggested the dogs remain in the home while on the property so as not to disturb the neighborhood. Chantelle Gieseke, 12083 Butternut Street, explained the dogs would be put outside briefly upon arrival, they would then be groomed and the owners would be called for pick up upon completion. She noted her rear yard was fenced at the time.

Chair Geisler asked if the adjustment to the hours of operation was agreeable to the applicant. Ms. Gieseke stated she would prefer to be open on both Saturday and Sunday. She indicated she could provide a taxi service for grooming on the weekends to reduce the traffic coming to and from her home on Saturday and Sunday. She commented she was only able to groom when her husband was home, which led to her request the weeknight and weekend hours.

Chair Geisler suggested that one weekday be dropped to allow for the business to operate on both Saturday and Sunday.

City Attorney Johnson advised that all conditional use permits within the City of Coon Rapids had to be clearly incidental to the residential property and could not be in operation for more than 30 hours per week.

Ms. Gieseke requested her business be closed on Mondays.

MOTION BY COMMISSIONER LATTIMORE, SECONDED BY COMMISSIONER STEPHENSON, TO APPROVE PLANNING CASE 13-2, THE HOME OCCUPATION CONDITIONAL USE PERMIT CONDITIONED ON THE FOLLOWING:

Draft

1. OPERATION IS LIMITED TO APPOINTMENT ONLY BETWEEN 5:00 PM AND 8:00 PM TUESDAY THROUGH FRIDAY AND 9:00 AM TO 5:00 PM ON SATURDAY AND SUNDAY.

2. ALL VEHICLES ASSOCIATED WITH THE HOME OCCUPATION ARE PARKED IN THE DRIVEWAY.

3. COMPLIANCE WITH TITLE 11, CITY CODE OF COON RAPIDS.

4. THE APPLICANT RECEIVE ALL THE NECESSARY BUILDING PERMITS FOR THE ELECTRICAL, PLUMBING AND CONSTRUCTION.

5. NO MORE THAN TWO DOGS OR CATS WILL BE ALLOWED ON THE PREMISES AT ANY TIME.

THE MOTION PASSED UNANIMOUSLY.

This is a decision made by the Planning Commission and shall stand unless appealed to the City Council within ten days after notification of the decision.

4. PLANNING CASE 13-3 – SUPER – LOT SPLIT – 10024 COTTONWOOD STREET – PUBLIC HEARING

It was noted the applicant is requesting approval of a lot split and a variance to the lot depth requirements to subdivide an existing parcel into two lots. The lot size and depth was reviewed in detail with the Commission. Park dedication fees would be paid by the applicant for each lot. Staff recommended approval of the lot split based on findings.

Dan Super, applicant, requested the park dedication fees be cut in half due to the fact a family was already living on one half of the parcel. Chair Geisler recommended this be discussed in further detail with City Council.

Chair Geisler opened and closed the public hearing at 7:25 p.m., as no one wished to address the Planning Commission.

MOTION BY COMMISSIONER NAEVE, SECONDED BY COMMISSIONER STEVENS, TO APPROVE PLANNING CASE 13-3, RECOMMEND APPROVAL OF THE PROPOSED LOT SPLIT AND THE VARIANCE TO MINIMUM LOT DEPTH REQUIREMENT WITH THE FOLLOWING CONDITIONS:

1. ALL COMMENTS OF THE CITY ENGINEER MUST BE ADDRESSED PRIOR TO RELEASING THE LOT SPLIT FOR RECORDING.

2. COMPLIANCE WITH TITLE 11, LAND DEVELOPMENT REGULATIONS.

3. PARK DEDICATION FOR THE TWO LOTS BE PAID IN THE AMOUNT OF $2,000 PER LOT PRIOR TO RELEASING THE LOT SPLIT FOR RECORDING.

Draft

THE MOTION PASSED UNANIMOUSLY.

This is a recommendation to the City Council that will be considered at the May 7, 2013 City Council meeting.

5. PLANNING CASE 13-4 – FRAUENSHUH HEALTHCARE – SITE PLAN – SKYWAY MERCY HOSPITAL – PUBLIC HEARING

Commissioner Stephenson recused himself from the meeting as his law firm represented Frauenshuh Healthcare.

It was noted the applicant is requesting site plan approval to construct a skyway over Coon Rapids Boulevard. The skyway would connect the hospital on the south side of the boulevard with an office building on the north side of the boulevard. The layout of the skyway was reviewed with the Commission. Staff recommended approval of the Site Plan with conditions.

Dave Moga, Pope Architects, reviewed several material boards with the Commission and further discussed the exterior design of the skyway. He noted the materials selected were extremely durable metal panels, which were both efficient and low maintenance. Mr. Moga stated Anoka County was reviewing the plans and all above ground utilities would be moved underground except for the cable line. He explained the skyway would have 18 feet of clearance for all vehicles driving along Coon Rapids Boulevard.

Commissioner Naeve asked who the primary users of the skyway would be. Mr. Moga stated physicians would be the primary users as the skyway would allow them to move between the two buildings more freely.

Commissioner Schwartz questioned if the roof surface of the skyway would be flat. Mr. Moga noted the roof would be tilted 1/8 inch per foot, which would appear to be a flat surface. He indicated reported all water runoff would flow through the drainage system on the skyway.

Commissioner Schwartz inquired the hours of operation for the skyway. Mr. Moga discussed the security that would be used on the skyway entrances stating the general public would not be able to get into the skyway after normal business hours.

Chair Geisler opened and closed the public hearing at 7:42 p.m., as no one wished to address the Planning Commission.

Chair Geisler asked if the landing area that connected to the hospital needed separate Site Plan approval. Mr. Moga discussed his understanding of how this area would be designed stating the plans were not entirely specific at this time.

Community Development Director Nevinski stated the landing area was functionally part of the skyway. He recommended this portion of the request be handled administratively by Staff.

Draft

City Attorney Johnson suggested Condition 5 be added to read, approval by the Community Development Director of the landing area construction, which is consistent with the Commission's discussion.

Commissioner Naeve recommended the skyway landing match the hospitals exterior. The Commission agreed.

Commissioner Naeve asked if the design flexibility should be noted. Community Development Director Nevinski commented this should be noted for the record and could be added as Condition 6.

Commissioner Naeve questioned if the foundation plantings should be consistent with City Code. City Attorney Johnson suggested Condition 4 be amended to read the plantings be installed around the base of the pillars consistent with the Coon Rapids Boulevard Study.

Mr. Moga commented County planting requirements would have to be followed for the skyway portion that runs parallel to Coon Rapids Boulevard.

Chair Geisler supported the proposed materials for the skyway.

Commissioner Lattimore inquired how the water runoff would be managed along the skyway. Mr. Moga stated the water runoff would be handled internally on the roof, which would then be discharged on grade through the main support pillars.

MOTION BY COMMISSIONER NAEVE, SECONDED BY COMMISSIONER LATTIMORE, TO APPROVE PLANNING CASE 13-4, THE SITE PLAN FOR A SKYWAY ACROSS COON RAPIDS BOULEVARD WITH THE FOLLOWING CONDITIONS:

1. ALL COMMENTS OF THE ANOKA COUNTY HIGHWAY DEPARTMENT BE ADDRESSED.
2. NO ADVERTISING, BANNERS OR TEMPORARY SIGNS BE ATTACHED TO THE SKYWAY.
3. A SEPARATE SIGN PERMIT IS REQUIRED TO INCORPORATE SIGNAGE INTO THE PILLAR NEAR THE HOSPITAL ENTRANCE. SIGNAGE IS NOT ALLOWED ON ANY OF THE OTHER PILLARS.
4. FOUNDATION PLANTINGS BE INSTALLED AROUND THE BASE OF THE PILLARS CONSISTENT WITH TITLE 11 AND THE COON RAPIDS BOULEVARD CORRIDOR STUDY.
5. THE LANDING AREA DESIGN OF THE HOSPITAL BE APPROVED BY THE COMMUNITY DEVELOPMENT DIRECTOR CONSISTENT WITH THE COMMISSION'S DISCUSSION.
6. DESIGN FLEXIBILITY IN MATERIALS IS ALLOWED PER THE CASE REPORT.

Draft

THE MOTION PASSED 5-0-1 (STEPHENSON ABSTAINED).

This is a recommendation to the City Council that will be considered at the May 7, 2013 City Council meeting.

6. PLANNING CASE 13-5 – MWF PROPERTIES – LAND USE PLAN AMENDMENT – 3531 COON RAPIDS BOULEVARD (PEDERSON FLORAL) – PUBLIC HEARING

It was noted the applicant is requesting approval of an amendment to the City's Comprehensive Land Use Plan to change the land use designation of three parcels from General Commercial and Moderate Density Residential to High Density Residential. Staff reviewed the proposed use for the three parcels and discussed the history of the sites. The Coon Rapids Boulevard Corridor plan for was described. It was recommended the Commission approve the amendment to the City's Comprehensive Land Use Plan.

Chair Geisler opened the public hearing at 8:03 p.m.

Dennis Olson, 3541 Coon Rapids Boulevard, commented he owned the property to the west of Pederson Floral. He expressed concern about the shared driveway as it was on his property. He noted the traffic volume in this area would increase greatly with the proposed development. He commented he did not oppose the development.

Elizabeth Harvey, 11571 Silverrod Street NW, had concerns with how the small parcel to the rear of the site would be used. She commented that originally, the lot was residential. She did not feel that high density residential was a good fit for the small parcel.

Planner Harlicker commented the small parcel would be difficult to develop on its own as moderate density residential. The site would have to be combined with adjacent lots in order to be developed. He anticipated the area would mostly likely be used for a storm water pond.

Chair Geisler closed the public hearing at 8:09 p.m.

Commissioner Naeve understood that high density residential was not to be funneled into single-family residential neighborhoods. For that reason, she did not anticipate that any future development would have access to the adjacent residential neighborhood on 115th Lane.

Community Development Director Nevinski indicated he would review City Code regarding this matter and report back to the Commission.

Chair Geisler indicated the back parcel may be used for circulation, but commented it was unlikely the traffic would leave the site through this parcel.

Commissioner Stephenson noted the smaller parcel could be used for a recreational or park space. He recommended leaving the property along 115th Lane moderate density residential to provide a buffer to the adjacent residential neighborhood.

Draft

Chair Geisler commented the Commission was considering an amendment this evening and requested the Commission consider if the new zoning fit with the surrounding land uses. In her opinion it made sense to rezone this property to a residential use, whether moderate or high density.

Commissioner Stevens asked if the three lots would be combined through the rezoning. Planner Harlicker commented the multiple parcels would be combined when developed for tax purposes.

Commissioner Stevens questioned how redevelopment would be hindered if the front two lots were rezoned high density with the smaller rear lot rezoned moderate density residential. Planner Harlicker commented the density of the development would be reduced but both parcels would still be able to be developed.

City Attorney Johnson added that if the parcels were separate a unified development would be more difficult, but not impossible. He explained a planned unit development would better fit the site with two different residential zoning districts.

Commissioner Naeve stated that if the three lots were all rezoned to high density residential the redevelopment would be combined. She did not want to see three separate types of developments on these parcels.

Community Development Director Nevinski indicated there would be some practical design limitations to the parcel fronting 115th Lane. He suggested the Commission deal with those issues at the time a site plan is reviewed.

Chair Geisler indicated the applicant was requesting the zoning for all three lots to be rezoned uniformly. In addition, this would give the City a greater opportunity to bring together a uniform development.

Commissioner Schwartz stated the parcel along 115th should not be rezoned high density residential. He recommended this item be tabled to next month to allow for further discussion with the petitioner in May.

Commissioner Stephenson noted this would allow for Staff to review if access to 115th Lane would be allowed from a potential future development.

Commissioner Lattimore indicated there were a lot of unresolved questions regarding this matter. He agreed that the matter be postponed.

Commissioner Naeve reiterated that this was a land use issue. She commented a future Site Plan was not being considered by the Commission at this time.

MOTION BY COMMISSIONER STEVENS, SECONDED BY COMMISSIONER NAEVE, TO APPROVE PLANNING CASE 13-5, THE AMENDMENT TO THE CITY'S COMPREHENSIVE LAND USE PLAN TO CHANGE THE LAND USE DESIGNATION OF THREE PARCELS FROM GENERAL COMMERCIAL AND MODERATE DENSITY RESIDENTIAL TO HIGH DENSITY RESIDENTIAL BASED ON THE FOLLOWING:

Draft

1. THE PROPOSED COMPREHENSIVE LAND USE AMENDMENT IS COMPATIBLE WITH THE ADJACENT COMPREHENSIVE LAND USE DESIGNATIONS AND LAND USES.

2. THE PROPOSED COMPREHENSIVE LAND USE AMENDMENT WILL NOT HAVE AN ADVERSE IMPACT ON THE ADJACENT PROPERTIES.

3. THE PROPOSED COMPREHENSIVE LAND USE AMENDMENT IS CONSISTENT WITH THE COON RAPIDS BOULEVARD FRAMEWORK PLAN.

4. THE PROPOSED COMPREHENSIVE LAND USE AMENDMENT IS SUPPORTIVE OF THE COMPREHENSIVE LAND USE PLAN HOUSING CHAPTER 'S GOALS FOR THE CITY, INCLUDING CREATING AND MAINTAINING A HIGH QUALITY HOUSING ENVIRONMENT, A VARIETY OF HOUSING OPTIONS (E.G. LIFE CYCLE HOUSING), AND ENSURING HOUSING OPTIONS FOR LOW AND MODERATE INCOME HOUSEHOLDS.

THE MOTION FAILED 3-3 (LATTIMORE, SCHWARTZ AND STEPHENSON OPPOSED).

MOTION BY COMMISSIONER NAEVE, SECONDED BY COMMISSIONER SCHWARTZ, TO POSTPONE THIS ITEM TO THE MAY 16, 2012 PLANNING COMMISSION MEETING. THE MOTION PASSED 5-1 (STEVENS OPPOSED).

7. PLANNING CASE 13-6 – MWF PROPERTIES – ZONE CHANGE – 3531 COON RAPIDS BOULEVARD (PEDERSON FLORAL) – PUBLIC HEARING

It was noted the applicant is requesting a change in zoning from General Commercial and Moderate Density Residential to High Density Residential.

Chair Geisler opened and closed the public hearing at 8:03 p.m., as no one wished to address the Planning Commission.

MOTION BY COMMISSIONER NAEVE, SECONDED BY COMMISSIONER SCHWARTZ, TO POSTPONE THIS ITEM TO THE MAY 16, 2012 PLANNING COMMISSION MEETING. THE MOTION PASSED 5-1 (STEVENS OPPOSED).

Community Development Director Nevinski questioned if a subcommittee should be formed to review the density concerns in the Port.

Chair Geisler requested the Commission members consider if they were available and willing to serve on a subcommittee.

Commissioner Stevens questioned the time that would be involved in the subcommittee.

City Attorney Johnson anticipated that two, two hour meetings would be held to review the information with the first meeting held in early May.

Draft

OTHER BUSINESS

Chair Geisler reviewed the current development taking place in the City of Coon Rapids. She noted the former Bennigan's site was being redeveloped.

Commissioner Stevens noted the property adjacent to Holiday along Hanson Boulevard was being redeveloped. Community Development Director Nevinski noted a multi-tenant building was being constructed and one potential tenant would be a coffee shop.

ADJOURN

MOTION BY COMMISSIONER SCHWARTZ, SECONDED BY COMMISSIONER STEPHENSON, TO ADJOURN THE MEETING AT 8:42 P.M. THE MOTION PASSED UNANIMOUSLY.

Recorded and Transcribed by,
Heidi Guenther
Planning Commission Recording Secretary

Draft

COON RAPIDS PLANNING COMMISSION MEETING OF MARCH 21, 2013

CALL TO ORDER

The regular agenda meeting of the Coon Rapids Planning Commission was called to order by Chair Geisler at 6:30 p.m.

Members Present: Chair Jenny Geisler, Commissioners Cedric Lattimore, Jonathan Lipinski, Donna Naeve , Wayne Schwartz, Zachary Stephenson and Julia Stevens.

Members Absent: None.

Staff Present: Community Development Director Marc Nevinski; Planner Scott Harlicker; and, Assistant City Attorney Doug Johnson, Public Works Director Tim Himmer.

PLEDGE OF ALLEGIANCE

Chair Geisler led the Commission in the Pledge of Allegiance.

ADOPTION OF THE AGENDA

MOTION BY COMMISSIONER NAEVE, SECONDED BY COMMISSIONER SCHWARTZ, TO ADOPT THE AGENDA AS PRESENTED. THE MOTION PASSED UNANIMOUSLY.

APPROVAL OF THE FEBRUARY 21, 2013 REGULAR MINUTES AND WORKSESSION MINUTES

MOTION BY COMMISSIONER LATTIMORE, SECONDED BY COMMISSIONER LIPINSKI, TO APPROVE THE PLANNING COMMISSION MINUTES OF THE WORKSESSION AND REGULAR MEETING OF FEBRUARY 21, 2013, AS PRESENTED. THE MOTION PASSED 6-0 (STEPHENSON ABSTAINED).

OLD BUSINESS

1. PLANNING CASE 12-29 - JH ARCHITECTS – SITE PLAN – DAYTON FREIGHT LINES – PUBLIC HEARING

It was noted the applicant is requesting site plan approval for an 87,000 square foot freight terminal and 9,300 square foot maintenance building. The property is located at Evergreen Boulevard and 87th Lane. The traffic study results were discussed with the Commission and no roadway improvements were necessary at this time. The exterior building elevations were reviewed and the landscaping plan was described in detail. It was noted, the freight terminal would be accessed from Evergreen Boulevard. Staff discussed how traffic would flow through and around the site and recommended approval of the proposed site plan with conditions.

APPROVED

Chair Geisler noted the public hearing on this item was continued from the February 21, 2013 Planning Commission meeting.

Commissioner Schwartz questioned how many shrubs were proposed on the site plan. Planner Harlicker indicated the open space would have 416 shrubs and there would be 576 along the street. These numbers far exceeded the requirements of the City.

Chair Geisler closed the public hearing at 6:44 p.m.

Commissioner Naeve asked if the wash bay was now proposed to be outdoors. Planner Harlicker commented a wash bay was no longer being proposed for the development. Ross Able, Oliver Surveying & Engineering, stated this was the case as the property owners were no longer promoting a wash bay for this site.

Commissioner Naeve inquired what materials the fueling station roof would be made out of. Planner Harlicker anticipated the roof would be metal.

Commissioner Naeve questioned if the landscaping completed in Phase 1 would be sufficient to meet the City's requirements. Planner Harlicker reviewed the proposed landscaping for Phase 1, noting the only evergreens not planted in Phase 1 were along the berm.

Commissioner Naeve asked how the truck traffic would circulate on the site. Mr. Able stated this would be a 24-hour operation and trucks would leave in the morning and return in late afternoon or early evening.

Chair Geisler requested to see the material board. Planner Harlicker reviewed the material board with the Commission.

Commissioner Lipinski commented six freight doors were added to the site plan. He questioned why there was an increase. Mr. Able stated the building size has not changed and there could have been a typo or miscount in the original plans.

Commissioner Schwartz inquired how many employees would work at this location. Public Works Director Himmer explained, based on the data supplied for the traffic study, the applicant anticipates having 30 employees in Phase 1 and 120 upon completion of the full build out.

Commissioner Schwartz questioned why 214 parking spaces were necessary for the 120 employees. Mr. Able was uncertain stating several spaces would be lost for snow storage in the winter months.

Commissioner Lattimore asked if the landscaping for Phases 1 and 2 could be completed immediately with Phase 1 of the construction. Mr. Able stated he could propose this to his client, however, well over 50% of the landscaping was being completed in Phase 1.

Commissioner Naeve recommended the traffic flow in a one-way manner around the building for safety reasons.

APPROVED

Commissioner Stephenson questioned if the Commission could limit the amount of time a tractor were to idle on this property. Planner Harlicker noted this could be written in as a condition, but would be difficult for the City to enforce.

Jim Stanton, Shamrock Development, did not see a concern with idling vehicles given the fact, diesel was $4.00 per gallon. He stated the only exception would be on extremely cold winter mornings.

Commissioner Naeve was in favor of moving the idling tractors to the other side of the site away from the adjacent daycare and YMCA play facility. She then questioned where the generators and transformers would be located. Mr. Able stated transformer location would be dictated by the electric company and the emergency generator would be relocated adjacent to the transformer. He commented each would be screened and completed in Phase 1.

Chair Geisler requested further information on the proposed vinyl coated fencing. Mr. Able indicated the entire perimeter fence would be vinyl coated as this was more appealing than a galvanized chain link. He stated the color could be selected by the City. The Commission recommended the fence be black in color.

Commissioner Naeve asked if the temporary surmountable curb and gutter was sufficient for the site. Mr. Able stated the proposed curb and gutter would assist with channeling water runoff and would assist with snow plowing. Public Works Director Himmer was comfortable with the proposed surmountable curb and gutter as it would be concrete.

Chair Geisler questioned if the Commission supported the site plan.

Commissioner Stephenson stated he would not be supporting the application as it did not fit in with the surrounding land uses.

Commissioner Naeve agreed stating the phasing of the site was also a concern to her. The traffic flow on the property was also a concern and she was not convinced this was a safe proposal.

Commissioner Lipinski commented there were a number of uncertainties and for this reason he would not support the site plan. He recommended adjustments be made and that the plan be brought back to the Commission.

Commissioner Stephenson was unhappy that no additional changes were made to improve the berm between the site and the adjacent daycare.

Commissioner Schwartz added that the landscape plan had shortcomings. He explained that based on this and the other comments mentioned he was not in favor of the site plan moving forward at this time.

Chair Geisler agreed with the issues raised by the Commission and stated the proposed building materials still did not meet City Code. She was concerned that there were so many conditions proposed to bring this site plan into compliance.

APPROVED

Mr. Stanton requested the Commission allow this project to proceed as he has been holding this property for the past 20 years and he had a right to develop the land. He stated he would work with the City on the landscaping to appease the Commission. He indicated he has been working with the City for the past year and was frustrated with the length of time it was taking for this project to move forward. Mr. Stanton then discussed the internal flow of the traffic on the site.

Commissioner Naeve indicated the Zoning Code does state that a proposed use does have to be compatible with the surrounding uses and there are no Industrial uses surrounding the property.

Mr. Stanton questioned if a higher berm along the property line with the daycare and YMCA would address the concerns of the Commission.

Commissioner Stephenson stated this would improve the situation, and noted these comments were made in January and no actions were taken by the applicant.

Chair Geisler commented the Commission has discussed the deficiencies with the Site Plan, which remain consistent with the concerns stated in January.

Mr. Stanton requested the Commission table action on this item to allow him to revise the Site Plan for consideration in April.

Mr. Harlicker indicated the City has used its 60 days and an extension would require written authorization from the applicant. He indicated the City's deadline was April 6th.

Chair Geisler was not willing to take no action. She stated the Commission was obligated to make a motion.

Mr. Able discussed the landscaping items addressed on the Site Plan and indicated the proposed configuration was used throughout the Midwest. He stated the applicant could complete the landscaping for Phases 1 and 2 all at once. In addition, he supported higher berms along the daycare property line.

Commissioner Schwartz asked if a motion could be made to table action to the April meeting pending the receipt of a letter from the applicant authorizing the extension of the 60 day rule; and absent of this letter, the Site Plan shall be denied. City Attorney Johnson did not recommend the Commission proceed in this manner.

Commissioner Geisler questioned if Mr. Stanton was willing to sign a 60 day extension for this case. Mr. Stanton stated he was the property owner and had the authority to sign a 60 day extension for the City.

Chair Geisler stated this would allow the City to work with the applicant further and the item would be reviewed again in April.

MOTION BY COMMISSIONER STEPHENSON, SECONDED BY COMMISSIONER LATTIMORE, TO TABLE ACTION ON THIS ITEM TO THE END OF THE MEETING TO

APPROVED

ALLOW STAFF TO WORK OUT THE 60 DAY EXTENSION WITH THE APPLICANT. THE MOTION PASSED UNANIMOUSLY.

2. PLANNING CASE 13-1 – HOME OCCUPATION BEAUTY SALON – ABUKHUDEER – 1149 97TH LANE – PUBLIC HEARING

It was noted the applicant is requesting approval of a conditional use permit to operate a home-based beauty shop. The applicant will convert a portion of the three car garage into a 10 foot by 26 foot salon space. The salon will be accessed from the outside via a service door on the side of the garage. In addition, the improved area will be connected to the house through a laundry room door. The proposed hours of operation were from 10:00 a.m. to 3:00 p.m. Tuesday through Saturday by appointment only. Staff recommended approval of the conditional use permit for a home-based business with conditions.

Chair Geisler opened the public hearing at 7:33 p.m.

Nancy Goldman, 1137 97th Lane, expressed concern with the parking and traffic coming to and from this site. She questioned how this issue would be addressed.

Chair Geisler explained that all customers visiting the beauty shop would have to park in the driveway.

Chair Geisler closed the public hearing at 7:35 p.m.

Commissioner Naeve asked if there was a paved surface from the driveway to the side access door. Planner Harlicker commented there was not at this time and this would be addressed through the building permit process.

Commissioner Naeve questioned if this should be added as a condition for approval. Planner Harlicker indicated this could be added.

Commissioner Naeve asked if the language "by appointment only" had to be written into the conditions or if this was restricting the home occupation. The Commission was in favor of allowing the language to remain.

MOTION BY COMMISSIONER STEVENS, SECONDED BY COMMISSIONER LIPINSKI, TO APPROVE PLANNING CASE 13-1, THE HOME OCCUPATION CONDITIONAL USE PERMIT WITH THE FOLLOWING CONDITIONS:

1. OPERATION IS LIMITED TO APPOINTMENT ONLY BETWEEN 10:00 A.M. AND 3:00 P.M. TUESDAY THROUGH SATURDAY.

2. A MINIMUM WIDTH OF 22' AND MINIMUM AREA OF 484 SQUARE FEET WILL HAVE TO BE MAINTAINED IN THE REMAINING GARAGE SPACE.

APPROVED

3. THE SMALL OVERHEAD GARAGE DOOR WILL HAVE TO REMAIN IN PLACE AND THE SERVICE DOOR PLACED ON THE SIDE OF THE GARAGE SHALL INCLUDE AN APPROPRIATE IMPROVED LANDING AREA AND WALKWAY.

4. ALL VEHICLES ASSOCIATED WITH THE HOME OCCUPATION ARE PARKED IN THE DRIVEWAY.

5. COMPLIANCE WITH TITLE 11, CITY CODE OF COON RAPIDS.

6. THE SALON MUST BE CONNECTED TO THE HOUSE BY A DOOR TO THE LAUNDRY ROOM.

7. THE APPLICANT RECEIVE ALL NECESSARY BUILDING PERMITS FOR ELECTRICAL, PLUMBING, HEATING AND CONSTRUCTION.

8. THE APPLICANT MUST HAVE ALL PERMITS FINALIZED BY MARCH 21, 2014 OR STAFF IS AUTHORIZED TO REVOKE THE CONDITIONAL USE PERMIT.

Commissioner Naeve questioned if a State Beautician's license was required. Planner Harlicker commented the applicant will have to receive a license with the State.

THE MOTION PASSED UNANIMOUSLY.

This is a decision made by the Planning Commission and shall stand unless appealed to the City Council within ten days after notification of the decision.

NEW BUSINESS

None.

OTHER BUSINESS

3. SELECTION OF REPRESENTATIVES FOR PORT RIVERWALK STEERING COMMITTEE

Community Development Director Nevinski requested the Commission select two members to serve on a steering committee that will work with Staff and a consultant to update the Port Riverwalk Master Plan.

Commissioner Naeve and Commissioner Lipinski volunteered to serve on the Port Riverwalk Steering Committee.

4. CURRENT DEVELOPMENT

Chair Geisler reported that the AMC Showplace movie theater would be remodeling the interior of their theaters. Constructed is expected to begin this spring.

APPROVED

Chair Geisler requested a recess at 7:44 p.m.

Chair Geisler reconvened the meeting at 7:51 p.m.

1. PLANNING CASE 12-29 - JH ARCHITECTS – SITE PLAN – DAYTON FREIGHT LINES – PUBLIC HEARING (CONTINUED)

MOTION BY COMMISSIONER STEPHENSON, SECONDED BY COMMISSIONER NAEVE, TO REMOVE THIS ITEM FROM THE TABLE. THE MOTION PASSED UNANIMOUSLY.

Chair Geisler commented the Commission has several options at this time. She recommended discussion ensue and that the Commission either make a motion to approve, deny or table action at this time.

Commissioner Naeve suggested the Commission review each condition one at a time and make comments when necessary. She requested the words, "except for emergency access" be added to Condition 3.

Commissioner Naeve indicated the applicant has stated he was not in favor of moving the generator and transformer as requested in Condition 9. This would have to be addressed by the Commission. Planner Harlicker suggested this Condition only refer to the generator as the transformer would be placed on the site by the utilities company.

Mr. Stanton requested the generator and transformer be allowed to be located next to each other. He indicated the area would be well landscaped.

Commissioner Naeve requested Condition 9 state the generator and transformer at the front entrance must be heavily screened and landscaped.

Commissioner Naeve recommended the additional evergreen and ornamental trees not be counted towards meeting the open space requirements for overstory trees and shrubs, as stated within Condition 14.

Commissioner Schwartz agreed that Condition 14 should be removed.

Chair Geisler suggested the perimeter fencing discussed in Condition 16, be vinyl coated and black in color.

Commissioner Naeve commented the pedestrian crosswalk mentioned in Condition 17 has still not been addressed.

Chair Geisler added that there was not a safe pedestrian route to the maintenance building either and that this should be described in the Site Plan. Community Development Director Nevinski commented this was not a public space and he stated it was not necessary to require the additional crosswalk. He stated OSHA requirements would handle the safety of the parking lot.

APPROVED

Commissioner Naeve suggested the following conditions be added for approval. She commented the applicant must stripe all parking spaces for tractors, cars and trailers. In addition, she recommended all the landscaping be completed as part of Phase 1, unless it would be damaged or destroyed by future construction.

Commissioner Naeve requested the loading bay number be confirmed. She stated the truck idling issue should be addressed be requiring the trailers be parked near the daycare/YMCA end of the property and the tractors parked on the opposite end of the site. She also asked for clarification that the turning radius proposed would in fact work for the semi tractor/trailer traffic flowing in and out of the site. Her last concern was with the material of the fuel area roof.

Commissioner Stevens suggested the applicant place a six foot berm near the daycare.

Commissioner Stephenson recommended the berm near Aldi and the YMCA also be six feet in height.

Commissioner Lattimore asked if the generator screening was addressed. Chair Geisler commented this was addressed in Condition 9, requiring that the generator/transformer be screen and landscaped.

Commissioner Stevens questioned where the garbage receptacle would be located on this site. Mr. Able stated the garbage receptacle would be internal.

Commissioner Schwartz encouraged the applicant to applicant to be present at the April meeting to allow for discussion with the Commission.

MOTION BY COMMISSIONER SCHWARTZ, SECONDED BY COMMISSIONER STEVENS, TO POSTPONE ACTION ON PLANNING CASE 12-29 TO THE APRIL 4, 2013 PLANNING COMMISSION MEETING AT 6:30 P.M. UNLESS A WRITTEN 60 DAY EXTENSION REQUEST FROM THE APPLICANT IS RECEIVED BY THE CITY BY THE END OF BUSINESS ON MARCH 25, 2013, IN WHICH THIS CASE THIS MATTER WILL BE POSTPONED TO THE APRIL 18, 2013 PLANNING COMMISSION MEETING AT 6:30 P.M.

Commissioner Stephenson commented the City gave ample notice to the Petitioner in January as to what the Commission expected and has in good faith waited for comment. Due to their lack of response, he was disinclined to support the request.

THE MOTION PASSED 5-2 (STEPHENSON AND CHAIR GEISLER OPPOSED).

ADJOURN

MOTION BY COMMISSIONER NAEVE, SECONDED BY COMMISSIONER SCHWARTZ, TO ADJOURN THE MEETING AT 8:09 P.M. THE MOTION PASSED UNANIMOUSLY.

Recorded and Transcribed by,

APPROVED

Heidi Guenther
Planning Commission Recording Secretary

APPROVED

COON RAPIDS PLANNING COMMISSION MEETING OF JANUARY 17, 2013

CALL TO ORDER

The regular agenda meeting of the Coon Rapids Planning Commission was called to order by Chair Geisler at 6:30 p.m.

Members Present: Chair Jenny Geisler, Commissioners Cedric Lattimore, Jonathan Lipinski, Donna Naeve, Wayne Schwartz, Zachary Stephenson and Julia Stevens.

Members Absent: None.

Staff Present: Community Development Director Marc Nevinski; Planner Scott Harlicker; City Engineer Bob Moberg; and, Assistant City Attorney Melissa Westervolt.

PLEDGE OF ALLEGIANCE

Chair Geisler led the Commission in the Pledge of Allegiance.

ADOPTION OF THE AGENDA

MOTION BY COMMISSIONER NAEVE, SECONDED BY COMMISSIONER SCHWARTZ, TO ADOPT THE AGENDA AS AMENDED ADDING ITEM 6 – PLANNING CASE 9-20. THE MOTION PASSED UNANIMOUSLY.

APPROVAL OF THE DECEMBER 20, 2012 REGULAR MINUTES AND DECEMBER 20, 2012 WORKSHOP

MOTION BY COMMISSIONER SCHWARTZ, SECONDED BY COMMISSIONER STEVENS, TO APPROVE THE PLANNING COMMISSION MINUTES OF THE REGULAR MEETING OF DECEMBER 20, 2012, AS PRESENTED. THE MOTION PASSED UNANIMOUSLY.

MOTION BY COMMISSIONER STEVENS, SECONDED BY COMMISSIONER LATTIMORE, TO APPROVE THE PLANNING COMMISSION MINUTES OF THE WORKSHOP MEETING OF DECEMBER 20, 2012, AS PRESENTED. THE MOTION PASSED UNANIMOUSLY.

NEW BUSINESS

1. ELECTION OF VICE CHAIR

Chair Geisler requested the Commission elect a Vice Chair for 2013.

Commissioner Naeve suggested the Vice-Chair be willing to attend all meetings and be ready to serve as the Chair when necessary.

Approved

Commissioner Schwartz volunteered to serve as the Vice-Chair.

Commissioner Lattimore was also interested in serving as the Vice-Chair.

MOTION BY COMMISSIONER NAEVE, SECONDED BY COMMISSIONER LIPINSKI, TO HOLD A SECRET BALLOT ELECTION FOR THE POSITION OF VICE CHAIR BETWEEN COMMISSIONERS LATTIMORE AND SCHWARTZ. THE MOTION PASSED UNANIMOUSLY.

Mr. Nevinski tallied the votes and announced that the Vice-Chair for 2013 would be Commissioner Wayne Schwartz.

2. CONSIDER ADOPTION OF THE 2013 RULES OF ORDER, INTERNAL PROCEDURES AND POLICIES, AND CODES OF ETHICS

Chair Geisler requested the Commission approve the 2013 Rules of Order, Internal Procedures and Policies, and Code of Ethics.

MOTION BY COMMISSIONER LIPINSKI, SECONDED BY COMMISSIONER SCHWARTZ, TO ADOPT THE 2013 RULES OF ORDER, INTERNAL PROCEDURES AND POLICIES, AND CODES OF ETHICS. THE MOTION PASSED UNANIMOUSLY.

3. PLANNING CASE 12-29 – JH ARCHITECTS – SITE PLAN DAYTON FREIGHT LINE – PUBLIC HEARING

It was noted the applicant is requesting site plan approval for an 87,000 square foot freight terminal and 38,000 square foot maintenance building. The site would be constructed in two phases. The property is located at Evergreen Boulevard and 87th Lane. There was some concern with the visual impact this site would have on surrounding properties. However, all parking, and drive aisles requirements were being met. A traffic study was being completed at this time and the landscaping plan had just been revised. The site plan was discussed in further detail, along with a materials board. Staff recommended the Commission postpone action on this item to the February meeting pending completion and analysis of the traffic study, revisions of the landscape plan, revisions to the exterior building elevations and the applicant addressing the comments in the City Engineer's memo.

Chair Geisler opened the public hearing at 6:47 p.m. The public hearing would remain open to allow for further comment at the February 21, 2013 meeting.

Planner Harlicker indicated the representatives from Dayton Freight were not available this evening. He requested the Commission ask any questions they may have this evening and Staff would address any concerns prior to the February meeting.

Commissioner Stephenson noted this site was proposed to be larger than the USF Holland facility. He expressed concern with how the increased traffic would impact the area. City Engineer Moberg commented the proposed number of trucks using this facility was unknown at

Approved

this time. He indicated Dayton Freight was proposing to have fewer trips to their site than USF Holland. He stated Staff's concern at this time was the potential need for a light at Evergreen Boulevard and 85th Avenue. This would be evaluated further after the traffic study was complete.

Commissioner Naeve questioned why Dayton Freight was proposing such a large facility if the trip counts were substantially lower than USF Holland. City Engineer Moberg stated this has been discussed with the applicant and his understanding was that Dayton Freight currently had another site in the metro area, which would be relocated to the new site. The proposed size of the buildings would allow for future growth of the company.

Commissioner Stevens inquired if truck traffic could be limited or staggered during rush hour. City Engineer Moberg stated that in theory this made sense, but would be extremely difficult to enforce. He recommended the existing transportation system support the proposed use versus placing enforcing responsibilities on the City.

Chair Geisler requested that Staff review the project generated traffic impacts from 85th and Evergreen Boulevard all the way to the Highway47 and East River Road. City Engineer Moberg stated this would be done by Staff. He discussed the proposed truck route with the Commission noting the traffic study would provide Staff with this information.

Commissioner Stephenson asked who would be completing the traffic study. City Engineer Moberg explained an independent consultant would complete the study and the expense would be covered by the applicant.

Commissioner Naeve requested that Staff review the number of parking stalls necessary for this use as the proposed number was quite high.

Commissioner Stephenson expressed concern with the landscaping proposed on the north side of the property stating it was not sufficient. He requested this area be improved.

Commissioner Naeve agreed stating a higher standard should be assumed and should meet the landscaping found on the surrounding properties.

Commissioner Stephenson inquired if the applicant was proposing to use barbed wire in the fencing. Planner Harlicker stated this has been changed to be a six-foot high chain link fence.

Commissioner Naeve requested the truck and tractor parking spaces be striped to assure they were parked in an orderly manner.

Commissioner Lattimore asked if the hours of operation of the surrounding businesses would be taken into consideration in the traffic study. City Engineer Moberg indicated the proposed use would have access off of Evergreen Boulevard while the adjacent properties used Spring Brook Drive. He then described how the traffic study would be completed in further detail.

Commissioner Schwartz questioned where the emergency exit was located. City Engineer Moberg pointed out the emergency exit location on the site plan for the Commission.

Approved

Commissioner Stevens was not in favor of the chain link fence and recommended the fence be solid to provide additional screening to the site.

Chair Geisler agreed stating the site should be greater screened from the adjacent outdoor uses whether through a fence or additional landscaping and berms.

Commissioner Stephenson inquired if the traffic study would address the impact the traffic generated by this project would have on the condition of Evergreen Boulevard. City Engineer Moberg commented this was not part of the study. He explained this was not typically an issue considered with Site Plan approvals as this was a City obligation. He indicated Evergreen was scheduled to be reconstructed .

Commissioner Naeve requested further information about the construction phasing and pavement. City Planner Harlicker stated the paving and concrete curb and gutter would be completed around the entire perimeter in of Phase I with the bituminous curb at the edge of the paving between phase one and phase two.

Commissioner Naeve questioned where the large generator and dumpster would be located. City Planner Harlicker noted the locations and recommended the large generator be moved to the rear of the terminal building.

Commissioner Naeve inquired how close the fueling station was to the Aldi building. City Planner Harlicker estimated this to be approximately 50 feet from the property line and would be completed indoors.

Chair Geisler commented some of the tractor parking was proposed to be close to the daycare and YMCA. She requested this be reevaluated and moved away from the adjacent property.

Commissioner Naeve suggested the building have an accent color and not be gray on gray. Community Development Director Nevinski indicated the neutral colors may assist in camouflaging the building. He proposed the landscaping be improved to assist in improving the exterior appeal. Planner Harlicker then discussed the landscaping improvements as proposed by the applicant.

Chair Geisler asked if all of the landscaping could be required to be installed in Phase I. Planner Harlicker stated this could be required, but the applicant has not suggested this at this time.

Commissioner Naeve requested the berms be taller than three feet on the north side of the property. She also asked that a crosswalk be added to the site.

MOTION BY COMMISSIONER NAEVE, SECONDED BY COMMISSIONER LIPINSKI, TO POSTPONE ACTION ON PLANNING CASE 12-29, TO THE FEBRUARY 21ST MEETING PENDING THE COMPLETION AND ANALYSIS OF THE TRAFFIC STUDY, REVISION OF THE LANDSCAPE PLAN, REVISING THE EXTERIOR BUILDING ELEVATIONS AND THE APPLICANT ADDRESSING THE COMMENTS IN THE CITY ENGINEER'S MEMO.

Approved

Chair Geisler asked if the 60-day review period would have to be extended. Community Development Director Nevinski stated this was the case and would be communicated in writing to the applicant.

Commissioner Stevens requested that the Commission hear from the representatives present from JH Architects.

Ross Able, Oliver Surveying and Engineering the local contact with JH Architects, thanked the Commission for their comments this evening. He stated he would be reviewing all the Commission's comments with the applicant prior to the February meeting. Mr. Able discussed the landscaping would be completed in phases along with the development, but he would be willing to make adjustments if desired by the City.

Jerry Teeson, Shamrock Development, thanked the Commission for their input this evening. He indicated representatives from Dayton Freight would be present at the February meeting.

THE MOTION PASSED UNANIMOUSLY.

OTHER BUSINESS

4. CURRENT DEVELOPMENT

Chair Geisler noted Kohl's was undergoing an interior remodel and a rebranding that includes modifications and upgrades to their two entrances. He discussed the changes in detail.

Chair Geisler explained Popeye's will be moving into the vacant KFC building at the corner of Northdale Boulevard and 124th Avenue. A spring opening is planned.

Chair Geisler stated TJ Maxx was moving into the old Border Books location in Riverdale and Savers retail store was moving into the old Office Max location in Northtown Village. Both would be open this spring.

5. TOPICS OF SPECIAL STUDY

Chair Geisler stated the Commission was given a list of topics for discussion. She asked if the Commissioners had any additional suggestions at this time. She requested the members rank the top three items of concern on the list and provide this information to Staff.

Community Development Director Nevinski reported Anoka County had several improvements planned for the coming year.

City Engineer Moberg reviewed the proposed improvements in detail with the Commission along Round Lake Boulevard, Northdale Boulevard and Coon Rapids Boulevard.

Commissioner Schwartz questioned when the intersection of Foley Boulevard and Northdale Boulevard would be improved. City Engineer Moberg explained the County was proceeding with plans for this area in either 2015 or 2016.

Approved

6. PLANNING CASE 9-20 – REORGANIZATION OF TITLE 11

Planner Harlicker stated at the last workshop the Commission discussed the organization of Title 11. He indicated a public hearing would be held on this item in February.

Chair Geisler suggested this item be discussed at the February workshop and that the public hearing be delayed to March to allow for further review by the Commission.

Community Development Director Nevinski asked if the Commission was available to meet in work session prior to the February 21st meeting as this would assure the item was not further delayed.

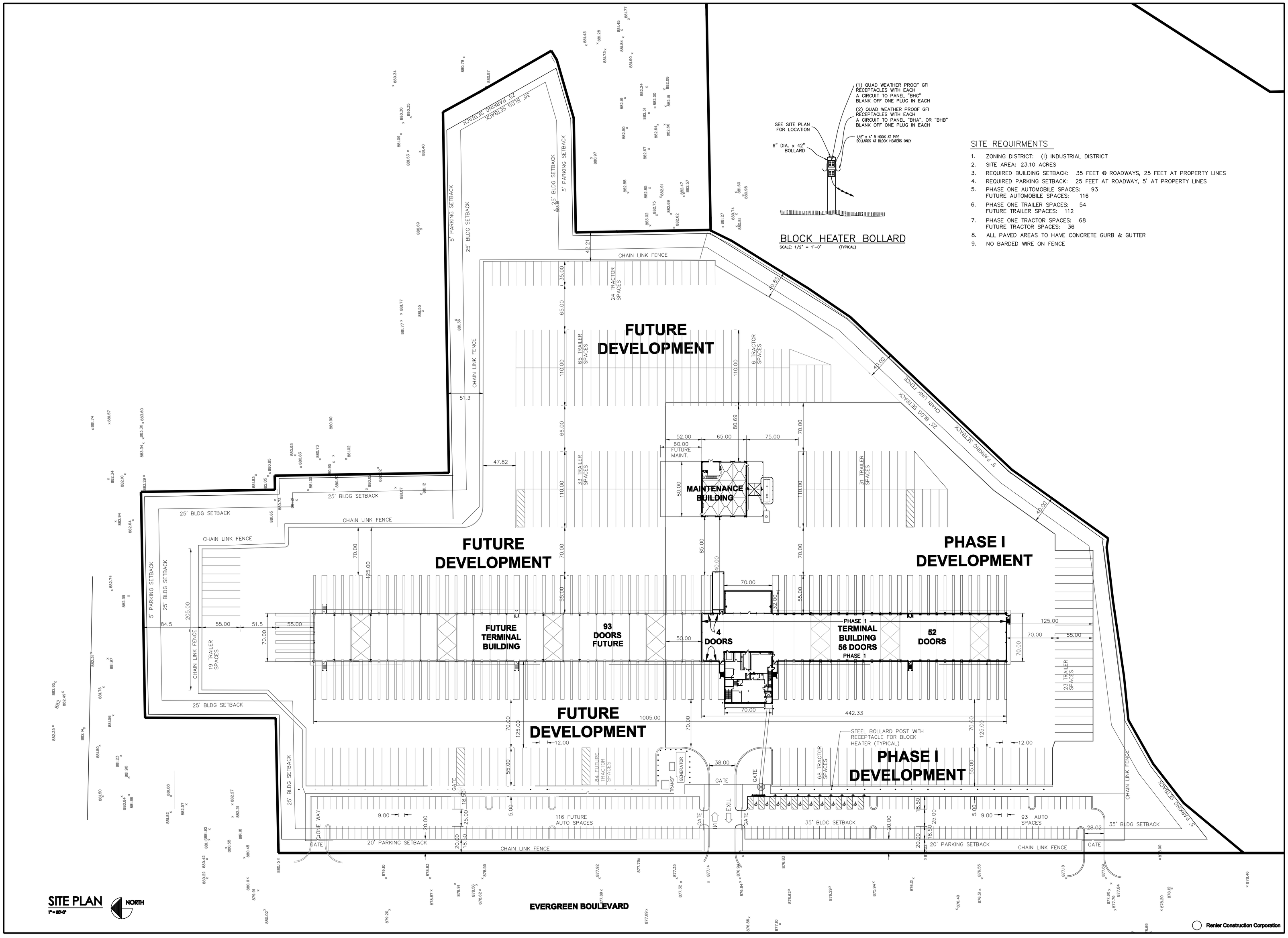
Chair Geisler requested the Commission be allowed to review their schedules and report back to Staff on a potential work session meeting date for early February.

ADJOURN

MOTION BY COMMISSIONER SCHWARTZ, SECONDED BY COMMISSIONER STEVENS, TO ADJOURN THE MEETING AT 7:48 P.M. THE MOTION PASSED UNANIMOUSLY.

Recorded and Transcribed by,
Heidi Guenther
Planning Commission Recording Secretary

Approved



SITE PLAN
1" = 80'-0"

BLOCK HEATER BOLLARD
SCALE: 1/2" = 1'-0" (TYPICAL)

SITE REQUIRMENTS

1. ZONING DISTRICT: (I) INDUSTRIAL DISTRICT
2. SITE AREA: 23.10 ACRES
3. REQUIRED BUILDING SETBACK: 35 FEET @ ROADWAYS, 25 FEET AT PROPERTY LINES
4. REQUIRED PARKING SETBACK: 25 FEET AT ROADWAY, 5' AT PROPERTY LINES
5. PHASE ONE AUTOMOBILE SPACES: 93
   FUTURE AUTOMOBILE SPACES: 116
6. PHASE ONE TRAILER SPACES: 54
   FUTURE TRAILER SPACES: 112
7. PHASE ONE TRACTOR SPACES: 68
   FUTURE TRACTOR SPACES: 36
8. ALL PAVED AREAS TO HAVE CONCRETE GURB & GUTTER
9. NO BARDED WIRE ON FENCE

DAYTON FREIGHT

Dayton Freight Lines, Inc.
Evergreen Boulevard
Coon Rapids, Minnisota

JH ARCHITECTS, INC.
5120-B NIKE DRIVE
HILLIARD, OHIO 43026
ph. (614) 527-7590 fax (614) 527-7592

DATE December 7, 2012

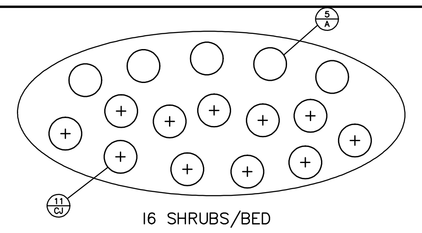
REVISIONS
1 12-19-12
2 1-28-13
3
4
5
6

Renier Construction
2164 Citygate Drive, Columbus, Ohio 43219
(614) 866-4580 Fax: (614) 866-0115
WWW.Renier.com
RENIER CONSTRUCTION

PROJECT NO. 12017

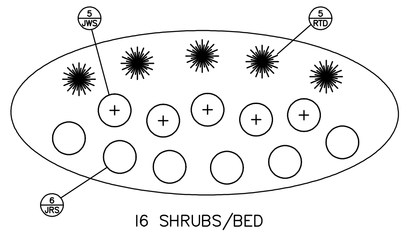
SHEET NO. SP1

Renier Construction Corporation



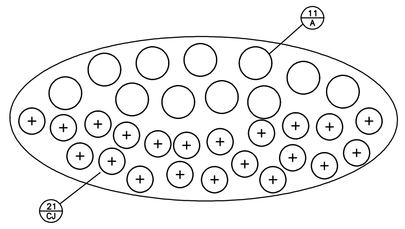
16 SHRUBS/BED

TYP. STREET FRONTAGE EVERGREEN SHRUB BED



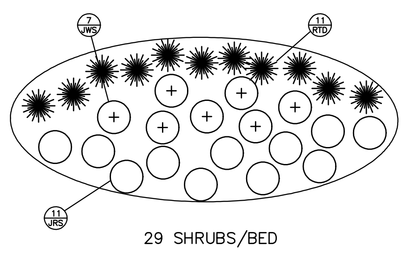
16 SHRUBS/BED

TYP. STREET FRONTAGE DECIDUOUS SHRUB BED



33 SHRUBS/BED

TYP. NON STREET FRONTAGE EVERGREEN SHRUB BED

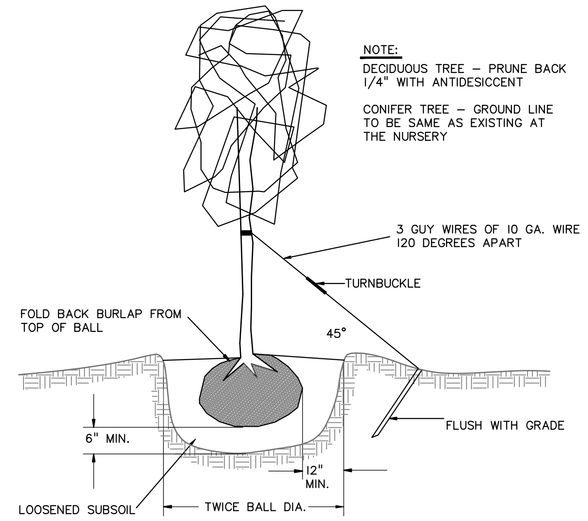


29 SHRUBS/BED

TYP. NON STREET FRONTAGE DECIDUOUS SHRUB BED

(E) DENOTES TYP. EVERGREEN SHRUB BED

(D) DENOTES TYP. DECIDUOUS SHRUB BED



TREE PLANTING DETAIL

LANDSCAPE LEGEND

	KEY	QUANITY PH1	PH2	TOTAL	COMMON / BOTANICAL	SIZE	ROOT	COMMENTS
OVERSTORY TREES	HL	13	–	13	HONEY LOCUST/ GLEDITSIA TRICANTHOS INERMIS	2–1/2" CAL.	B & B	STRAIGHT LEADER
	HB	24	–	24	HACKBERRY/ CELTIS OCCIDENTALIS	2–1/2" CAL.	B & B	STRAIGHT LEADER
	SM	12	–	12	SUGAR MAPLE/ ACER SACCHARUM "LEGACY"	2–1/2" CAL.	B & B	STRAIGHT LEADER
	L	10	–	10	AMERICAN LINDEN/ TILIA AMERICANA	2–1/2" CAL.	B & B	STRAIGHT LEADER
	SWO	9	9	18	SWAMP WHITE OAK QUERUS BICOLOR	2–1/2" CAL.	B & B	
ORNAMENTAL	RCA	18	11	29	ROYALTY CRAB APPLE/ MALUS "ROYALTY"	1–1/2" CAL	CONT	STRAIGHT LEADER
	PW	69	–	69	PUSSY WILLOW SALIX DISCOLOR	2–1/2" CAL.	B & B	
SHRUBS	JWS	42	70	112	JAPANESE WHITE SPIREA/ SPIRACA JAPONICA "JAPANEASE WHITE"	24" HEIGHT	POTTED	
	JRS	66	110	176	JAPANESE RED SPIREA/ SPIRACA JAPONICA "JAPANEASE RED"	24" HEIGHT	POTTED	
	RTD	66	110	176	RED TWIGGED DOGWOOD CORNUS BAILEY	24" HEIGHT	CONT.	
	A	55	110	165	ARBORVITAE	UPRIGHT 4'	CONT.	
	CJ	105	210	315	CREEPING JUNIPER WILTON BLUE RUG JUNIPERUS HORIZONTALIS	3 GAL.	B ⊕ B	
EVGRN	BHS	82	109	191	BLACK HILLS SPRUCE PICEA GLAUCA VAR – DENSATA	6' HEIGHT	B ⊕ B	

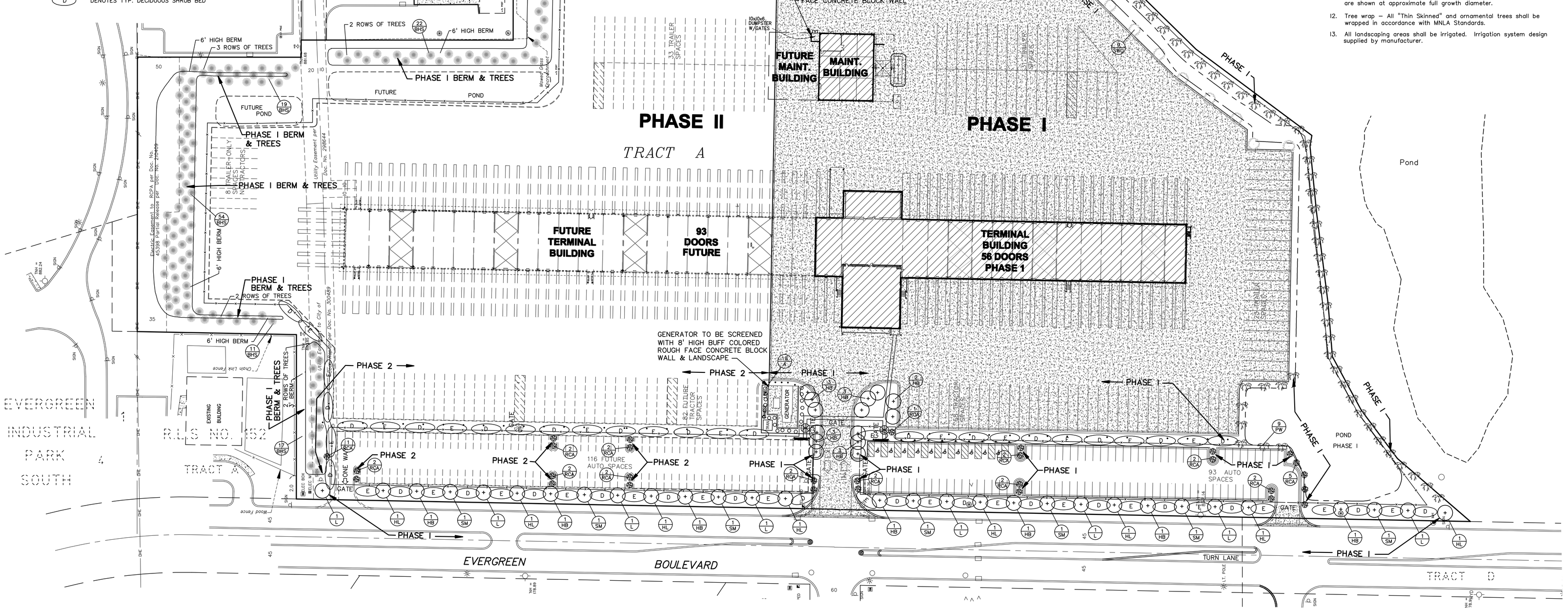
LANDSCAPE/OPEN SPACE AREA REQUIRED = 15% (SITE AREA–PONDING SITES–
20' SETBACKS ALONG SPRINGBROOK DRIVE AND EVERGREEN BLVD.) = 108,000 SF
LANDSCAPE/OPEN SPACE AREA PROVIDED = 18% = 134,800 SF

SUMMARY	REQUIRED	PROPOSED	PHASE 1	PHASE 2
STREET FRONTAGE AREA				
OVERSTORY TREES	34	34	34	0
SHRUBS	358	576	576	0
OPEN AREA				
OVERSTORY TREES	35	43	34	9
EVERGREEN TREES	35	191	191	0
ORNAMENTAL TREES	70	98	87	11
SHRUBS	1035	1040	366	674

1. All overstory trees shall have a minimum caliper of 2 1/2 inches, Balled & Burlap (B&B).
2. Coniferous shrubbery shall be the following minimum sizes:
   a. Spreading – 3 gallon, potted
   b. Medium – 5 gallon, potted
   c. Upright – 4 feet, Balled & Burlap
3. Deciduous shrubbery shall be the following minimum sizes:
   a. Tall – 24 inches, potted
4. All mulch used around planting beds shall be hard wood bark mulch. Professional HDPE edging shall be used around all planting beds and shrub plantings.
5. All open areas of site not occupied by building, parking or walkways, shall be sodded.
6. All landscape material shall be guaranteed for a period of one year. This guarantee is to insure for proper installation and subsequent vigorous growth of the landscape element.
7. All landscape material shall be installed and maintained as per Standards of the American Association of Nurseryment, latest edition. The landscape material shall be nursery quality stock, and suitable to the plant hardiness Zone 4A.
8. Backfill for plant material shall consist of topsoil (free of lumps, twigs and rocks), peat moss and fertilizer applicable to species.
9. Plant material shall be planted as per the planting details.
10. If any plant species is unavailable or in the opinion of the nurseryman a substitution would be more applicable (due to soil type or location), the engineer and owner shall be contacted prior to acceptance of the substitution.
11. Spacing between plant material shall be industry standard. Plants are shown at approximate full growth diameter.
12. Tree wrap – All "Thin Skinned" and ornamental trees shall be wrapped in accordance with MNLA Standards.
13. All landscaping areas shall be irrigated. Irrigation system design supplied by manufacturer.

N

0 50 100 150
SCALE IN FEET



REV NO.	DATE	DESCRIPTION
2	1/04/2013	ADDED BLUE SPRUCE/BERM
3	1/09/2013	ADDED PUSSY WILLOW/WHITE OAK
4	4/02/2013	REVISED TO REFLECT PHASE 2 ADDITIONAL PARKING, ETC.
5	4/05/2013	P&Z COMMENTS COMPLETED FOR PROPERTY OWNER
6	4/8/2013	RAISED BERM, CHANGED PARKING, LANDSCAPING

DATE: 12/07/2012
DESIGN BY: RDA
DRAWN BY: BJC/DM
CHECKED BY: RDA
DWG:
TEXT: 6948-IOLAND
FILE NO.: 6948.10-17

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the state of Minnesota.

Signature: Ross D. Abel
Date: 12/07/2012 Lic. No. 16733

Oliver Surveying & Engineering, Inc.
Land Surveying • Civil Engineering • Land Planning
580 Dodge Ave. Elk River, Minnesota 55330
(763) 441-2072 - fax. (763) 441-5665
www.oliver-se.com

DAYTON FREIGHT
COON RAPIDS, MN

PREPARED FOR:
JH ARCHITECTS

FINAL LANDSCAPE PLAN

SHEET NO. 6 OF 7

City Council Regular **14.**

Meeting Date: 05/07/2013
Subject: PC 13-3 Super, Lot Split, 10024 Cottonwood St
Submitted For: Scott Harlicker, Planner
From: Cindy Hintze, Administrative Specialist

INTRODUCTION

The applicant is requesting approval of a lot split and a variance to the lot depth requirement to subdivide an existing parcel into two lots.

DISCUSSION

The property is located at 10024 Cottonwood Street. The lot split will result with one lot fronting Cottonwood Street and the other fronting Dogwood Street.

	Existing Use	Comprehensive Plan	Zoning
Subject Property	Single Family Home	Low Density Residential	Low Density Residential 1 (LDR1)
North	Single Family Home	Low Density Residential	Low Density Residential 1 (LDR1)
South	Single Family Home	Low Density Residential	Low Density Residential 1 (LDR1)
East	Single Family Home	Low Density Residential	Low Density Residential 1 (LDR1)
West	Apartments	High Density Residential (HDR)	Low Density Residential 1 (LDR1) and Planned Unit Development (PUD)

Project Description

The applicant is proposing to subdivide a 30,838 square foot (.70 acres) parcel into two lots. There is an existing house and attached garage on the property. The house fronts Cottonwood Street. The lot has 115 feet of frontage on Cottonwood Street, 115 feet of frontage on Dogwood Street and is 268.29 feet deep. Both lots comply with the minimum lot width requirement of 80 feet and the minimum lot size of 10,800 square feet. However, both lots require a variance to the minimum lot depth requirement.

Parcel A is 15,419 square feet in size, has 115 feet of frontage on Dogwood Street and is 134.13 feet deep. The lot is vacant. Parcel B is 15,419 square in size, has 115 feet of frontage on Cottonwood Street and is 134.16 feet deep. Parcel B contains the existing house and attached garage; the structure complies with the minimum setback requirements.

The City Engineer has reviewed the proposed lot split and has the following comments:

- Show sewer, water and storm lines on Cottonwood Street.
- Confirm sewer elevations in Dogwood Street
- Show benchmark information

Park Dedication

The original lot was platted as part of Minnesoat Park in 1950, predating park dedication fees. In keeping with past practice, park dedication should be paid for the two new lots at this time.

Planning Commission Meeting

At the Planning Commission meeting held on April 18th, no one spoke at the public hearing. The applicant requested that the Commission consider reducing the park dedication fee to one lot. The Chair stated that a reduction of the park dedication from two to one lot would have to be made by the City Council. The Commission voted unanimously to recommend approval of the lots split with the variances to the lot depth requirement.

Variance to Lot Depth Requirement

The proposed lot split requires a variance to the minimum lot depth requirement. Both lots are 134 feet deep and the code requires a minimum lot depth of 135 feet. This lot was platted as part of Minnesota Park in 1950, The east half of Dogwood Street was included in the plat. The lots were platted with the intention of being split into two lots when Dogwood Street was constructed. The city anticipated further subdivision of these lots when they installed services in Dogwood Street to the serve the west half of these lots. Three other lots have been resubdivided and all of them have required variances to the minimum lot depth requirement.

The Subdivision Regulations permit the granting of variances. The variances can be granted provided the following are met:

Criteria for Granting a Variance	
The intent of this Chapter is met	Yes - The granting of the variance will allow the subdivision of a parcel that is not out of character with other lots in the area.
The granting of the variance will not be detrimental to the public safety, health or welfare, or injurious to other property or improvements in the neighborhood in which the property is located	Yes - The granting of this variance will not be detrimental to the public or neighborhood.
The conditions upon which the request for a variance is based are unique to the property for which the variance is sought and are generally not applicable to other property	Yes - The conditions for the variance are unique and are not generally applicable to other lots ion the City.
The literal interpretation of the provisions of this Chapter would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district	Yes - There are other lots that are located in the area that do not meet the lot depth requirement.
The special conditions and circumstances do not result from the actions of the applicant	Yes - The special conditions are a result of the original plat.
Because of the particular natural surroundings, shape, or topographical conditions of the specific property involved, unusual hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of these regulations were carried out	Yes - The lot was platted with the additional depth to allow for future subdivision. Without the variance the applicant will not be able to subdivide the lot and make use of the existing services, lot depth and dual street frontage.

RECOMMENDATION

In Planning Case 13-3, theCity Council approve the attached resolution approving the proposed lot split and the variance to minimum lot depth requirement with the following conditions:

1. All comments of the City Engineer must be addressed prior to releasing the lot split for recording.
2. Compliance with Title 11, Land Development Regulations.
3. Park dedication for the two lots be paid in the amount of $2,000 per lot prior to releasing the lot split for recording.

Attachments

Location Map

Survey

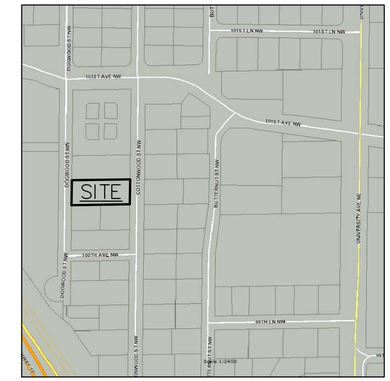
Resolution No. 13-3 L.S.

Location Map

LOT SPLIT PLAN
FOR:
SUPER 1 PROPERTIES, LLC
10024 COTTONWOOD ST. NW., COON RAPIDS, MN 55426

APPLICANT
SUPER 1 PROPERTIES
8700 MISSISSIPPI BLVD.
COON RAPIDS, MN 55433
PHONE: (612) 655-1661

SURVEYOR / LAND PLANNER
ACRE LAND SURVEYING, INC.
9140 BALTIMORE STREET NE
SUITE 100
BLAINE, MN 55449
(763) 783-1880
JOSHUA P. SCHNEIDER, PLS (763) 238-6278 CELL



LOCATION MAP
NO SCALE

EXISTING PROPERTY DESCRIPTION
Lot 5, Block 1, MINNESOTA PARK, Anoka County, Minnesota.

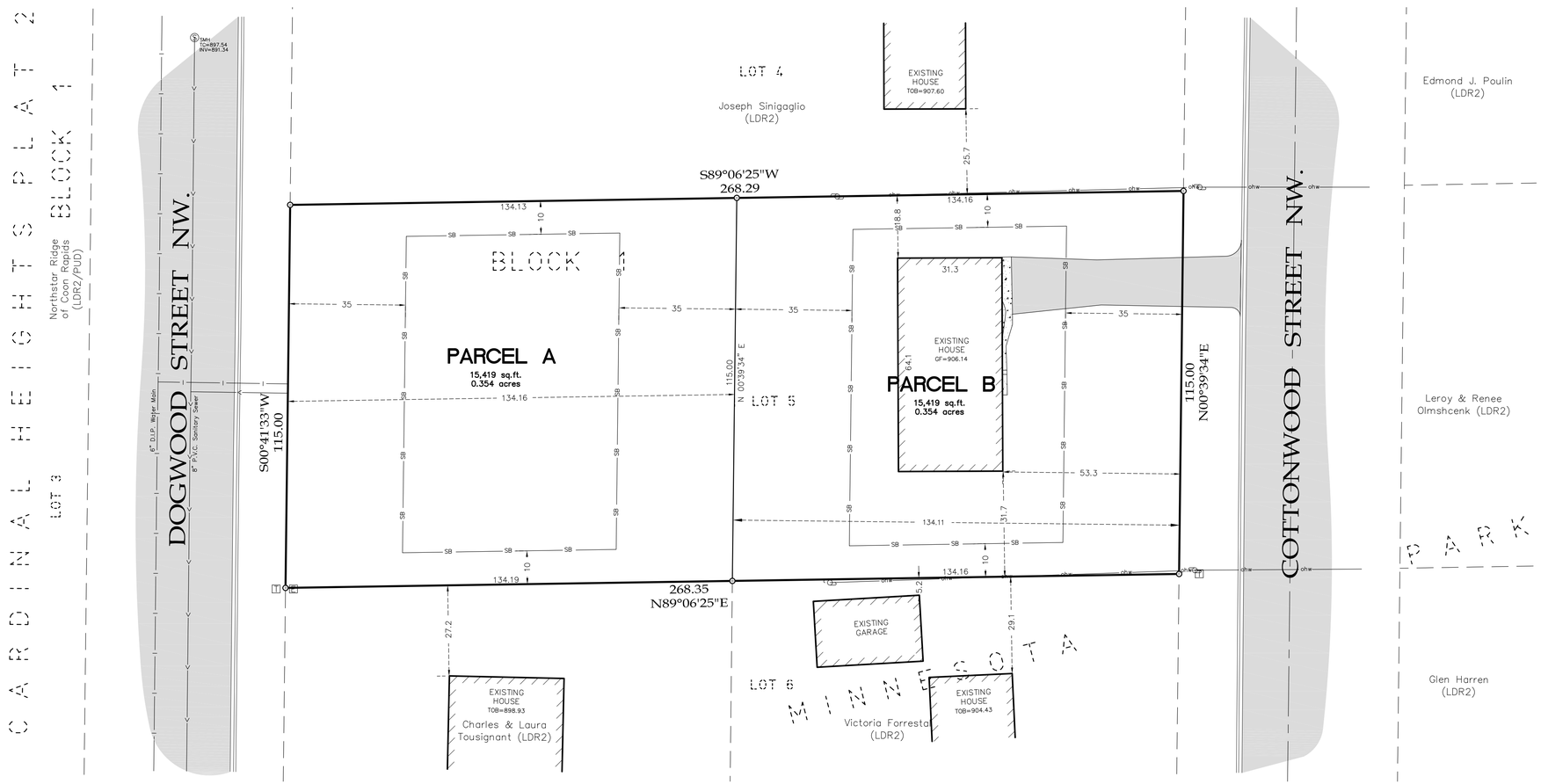
LEGEND
- DENOTES IRON MONUMENT FOUND
- DENOTES IRON MONUMENT SET
- DENOTES STORM SEWER MANHOLE
- DENOTES SANITARY SEWER MANHOLE
- DENOTES POWER POLE
- DENOTES TELEPHONE BOX
- DENOTES ELECTRIC BOX
- DENOTES CONCRETE SURFACE
- DENOTES BITUMINOUS
- DENOTES OVERHEAD ELECTRIC
- DENOTES UNDERGROUND TELEPHONE
- DENOTES UNDERGROUND GAS
- DENOTES UNDERGROUND CABLE/TV
- DENOTES WATERMAIN
- DENOTES SANITARY SEWER
- DENOTES STORM SEWER

PROPOSED PROPERTY DESCRIPTIONS
PARCEL A:

Lot 5, Block 1, MINNESOTA PARK, Anoka County, Minnesota, EXCEPT the east 134.11 feet thereof.

PARCEL B:

The east 134.11 feet of Lot 5, Block 1, MINNESOTA PARK, Anoka County, Minnesota.



GENERAL NOTES
1. Fee ownership is vested in: Super 1 Properties LLC
2. Parcel ID Number: 25-31-24-11-0020.
3. Address of the surveyed premises: 10024 Cottonwood Street NW., Coon Rapids, MN 55448.
3. Bearings shown hereon are based on an assumed datum.
4. Boundary area of the surveyed premises: Total Area: ±30,816 sq. ft. (0.707 acres).
5. The Zoning Map for the City of Coon Rapids indicates that the property shown on this survey is currently zoned Low Density Residential-2 (LDR2).
6. The surveyed premises has access to Cottonwood St. NW. and Dogwood St. NW., public streets.
7. Utilities shown hereon are observed. Excavations were not made during the process of this survey to locate underground utilities and/or structures. The location of underground in street utilities and/or structures are based street utility plans received from the City of Coon Rapids and may vary from locations shown hereon. Additional underground utilities and/or structures may be encountered. Contact Gopher State One Call Notification Center at (651) 454-0002 for verification of utility type and field location, prior to excavation.
8. The field survey of this site was completed on March 1st, 2013.
9. Legal description is a taken from information received from client.

SETBACK INFORMATION:
Principal Structure:
Front = 35 feet
Side = 10 feet
Rear = 35 feet

Detached Garage:
Side = 5
Rear = 5

ACRE LAND SURVEYING
9140 Baltimore St, Blaine, MN
763-238-6278 js.acrelandsurvey@gmail.com

REVISIONS
4-1-2013 ADDED CITY UTILITIES FOR DOGWOOD STREET

DESIGNED JPS
DRAWN LCR
CHECKED JPS

I hereby certify that this plan, survey or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the lows of the State of Minnesota.

Joshua P. Schneider
Date: 3/07/13 Reg. No. 44655

SHEET TITLE: LOT SPLIT PLAN

PROJECT: 10024 COTTONWOOD STREET NW. COON RAPIDS, MINNESOTA

DATE: 3/07/13

PROJECT NO. 13102-MS

SHEET NO. 1/1

RESOLUTION NO. PC 13-3 (L.S.)

A RESOLUTION APPROVING A LOT LINE SPLIT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COON RAPIDS

That the request for a split affecting the following described premises be and the same is hereby approved subject to the conditions, if any, hereinafter stated:

Description Existing Lot:

Lot 5, Block 1, Minnesota Park, Anoka County, Minnesota

Description of the new lots created:

Parcel A

That part of Lot 24, Block 1, Minnesota Park Anoka County, Minnesota except the east 134.11 feet thereof.

Parcel B

The east 134.11 feet of Lot 24, Block 1, Minnesota Park Anoka County, Minnesota.

Conditions:

1. All comments of the City Engineer must be addressed prior to releasing the lot split for recording.
2. Compliance with Title 11, Land Development Regulations.
3. Park dedication for the two lots be paid in the amount of $2,000 per lot prior to releasing the lot split for recording.

Adopted this 7th day of May, 2013

ATTEST:

_____ _____

Cathy Sorensen, City Clerk Tim Howe, Mayor

STATE OF MINNESOTA)
COUNTY OF ANOKA)ss. CERTIFICATION OF CLERK
CITY OF COON RAPIDS)

I, the undersigned, being the duly qualified and acting City Clerk of the City of Coon Rapids, Minnesota, hereby certify that I have carefully compared the attached and foregoing Resolution with the original thereof on file in my office and the same is a full, true and complete transcript therefrom, insofar as the same relates to Planning Case 13-3.

WITNESS hand officially as such City Clerk and the corporate seal of the City of Coon Rapids this 7th day of May, 2013.

_____
Cathy Sorensen, City Clerk

City Council Regular **15.**

Meeting Date: 05/07/2013
Subject: PC 13-4 Frauenshuh Healthcare, Site Plan, Skyway Mercy Hospital
Submitted For: Scott Harlicker, Planner
From: Cindy Hintze, Administrative Specialist

INTRODUCTION

The applicant is requesting site plan approval to construct a skyway over Coon Rapids Boulevard. The skyway would connect the hospital on the south side of the boulevard with an office building on the north side of the boulevard.

DISCUSSION

The project is located near the northwest corner of Blackfoot Street and Coon Rapids Boulevard.

	Existing Use	Comprehensive Plan	Zoning
Subject Property	Hospital and medical office building	Commercial Mixed use	PORT
North	Medical office building	Commercial Mixed use	PORT
South	Hospital	Commercial Mixed use	PORT
East	Medical office building and parking lot	Commercial Mixed use	PORT
West	Hospital parking and medical office building	Commercial Mixed use	PORT

In August, 2012 the City approved a site plan for a medical office building on the north side of Coon Rapids Boulevard, across the street from Mercy Hospital. The hospital was considering a skyway at that time but did not include it in the plans. They are now moving forward with the plans for the skyway and are before the City for site plan approval.

The skyway will connect the south side of the office building, at the southeast corner, with the north side of the hospital, near the main entrance. The skyway will extend 300 feet from the south side of the office building across Coon Rapids Boulevard, it will then run 160 feet parallel to the south side of Coon Rapids Boulevard and then 80 feet south into the hospital. The applicant has been working closely with Anoka County Highway Department and has addressed their concerns. There is 18 feet of clearance between the bottom of the Skyway and Coon Rapids Boulevard.

The exterior of the skyway is a mix of grey, red and beige architectural metal panels and glass windows. The supports will be concrete covered with a grey architectural metal panel; the bottom four feet will be exposed aggregate.

The existing monument sign to be removed. They are proposing to incorporate the sign into the design of the support pillar adjacent to the hospital. The sign will have to comply with the dimensional requirements of the River Rapids Overlay District.

The site plan has been referred to Anoka County Highway Department for their review and comment. We anticipate their approval of the project. A condition of approval has been included that all Anoka County comments be addressed.

Site Plan Criteria

Required Finding - Chapter 11-325 - General Requirements for All Site Plans	Staff Analysis and Comments
(1) Be compatible with surrounding land uses	**OK -** The proposed site plan is compatible with the adjacent land uses.
(2) Preserve existing natural features whenever possible	**N/A**
(3) Achieve a safe and efficient circulation system	**N/A**
(4) Not place excessive traffic loads on local streets	**N/A**
(5) Conform to the City's plans for parks, streets, service drives, and walkways	**N/A**
(6) Conform to the City's Goals and Policies	**N/A**
(7) Achieve a maximum of safety, convenience, and amenities	**OK –** The skyway will provided a safe and climate controlled connection between the hospital and the office building.
(8) Show sufficient landscaping	**N/A**
(9) Not create detrimental disturbances to surrounding properties	**OK –** The project will not create disturbances which will be detrimental to the surrounding properties.
(10) Meet Title 11	**OK**
(11) Show efforts to conserve energy whenever practical	**OK**

River Rapids Overlay Development

RRO Standard (Chapter 11-2700)	Proposed
Two-Story Expression, 11-2711(1) Pitched roofs, dormers, gables containing windows	**N/A**
Building Massing, 11-2711(2) Staggered components, columns, recessed entry areas, avoid long, even facades	**N/A**
Facades, 11-2711(3) Articulated building facades, 20 to 30 intervals	**N/A**
Varied Roof Shapes, 11-2711(4) Variety (pitched roofs, dormers, chimneys, parapets, cornices)	**OK -** The pillars extend above the roof providing a break in the roofline.

Focal Features, 11-2711(5) Focal element (canopies, porticoes, overhangs, arches, recesses/projections, peaks/parapets over doors) on each building	**OK** – By incorporating the monument sign into the design of one of the pillars, the applicant is creating a focal point for the skyway.
Canopies/Awnings/Entry Treatments, 11-2711(6) Entries or focal features facing public streets	**N/A**
Building Materials, 11-2711(7) High-quality materials (brick, natural stone, stucco, textured cast stone, fiber-cement siding; no steel panels, aluminum, vinyl, or fiberglass siding); 30% of facades facing a street must be brick or natural stone.	**NO -** The exterior of the skyway includes a mix of materials, architectural metal, glass panels and exposed aggregate. These materials are used to provided the needed structural integrity while minimizing weight. Given the design and structural requirements for the skyway, staff is recommending design flexibility with respect to exterior building materials.
Windows and Doors, 11-2711(8) Primary street level façade between 3 and 8 feet above grade must be 60% glass	**N/A**
Outdoor Spaces, 11-2711(9) Plazas, seating areas, outdoor furniture	**N/A**
Parking, 11-2711(10) Locate parking to rear or sides of buildings.	**N/A**
Pedestrian/Bicycle Access and Circulation, 11-2711(11) Complete system from public ROW to buildings; minimum 5' wide sidewalks	**OK** – The skyway provides a safe connection across Coon Rapids Boulevard.
Urban Design Furniture/Amenities, 11-2711(12) Compatible furniture/amenities (benches, trash receptacles, pedestrian-scale lighting, bicycle racks)	**N/A**
Landscaping and Screening, 11-2711(13)	**NO -** Foundation plantings should be provided around the base of the pillars.
Lighting, 11-2711(14) Accent lighting for building facades; compatible with applicable standards	**OK** – No accent lighting is proposed.

Planning Commission Meeting

At the Planning Commission meeting held on April 18th, no one spoke at the public hearing. The applicant explained that the primary user of the skyway would be staff and it would be closed to the public after normal business hours. The heat from the skyway would melt snow and ice and drainage from the roof would be handled internally. Anoka County was currently reviewing the project and there will be 18 feet clearance between the boulevard and the skyway. The Commission asked that landscaping around the pillars be consistent with the Coon Rapids Boulevard Corridor Plan, and the connection with the hospital match the exterior of the hospital. The

Commission voted 5-0 (Commissioner Stephenson abstaining) to recommend approval of the skyway.

RECOMMENDATION

In Planning Case 13- 4, the City Council approve the site plan for a skyway across Coon Rapids Boulevard with the following conditions:

1. All comments of the Anoka County Highway Department be addressed.
2. No advertising, banners or temporary signs be attached to the skyway.
3. A separate sign permit is required to incorporate signage into the pillar near the hospital entrance. Signage is not allowed on any of the other pillars.
4. Foundation plantings be installed around the base of the pillars consistent with Title 11 and the Anoka County Coon Rapids Corridor Plan.
5. The landing area design of the hospital be approved by the Community Development Director consistent with the Commission's Discussion.
6. Design flexibility for material allowed per Code.

Attachments

Site Plan

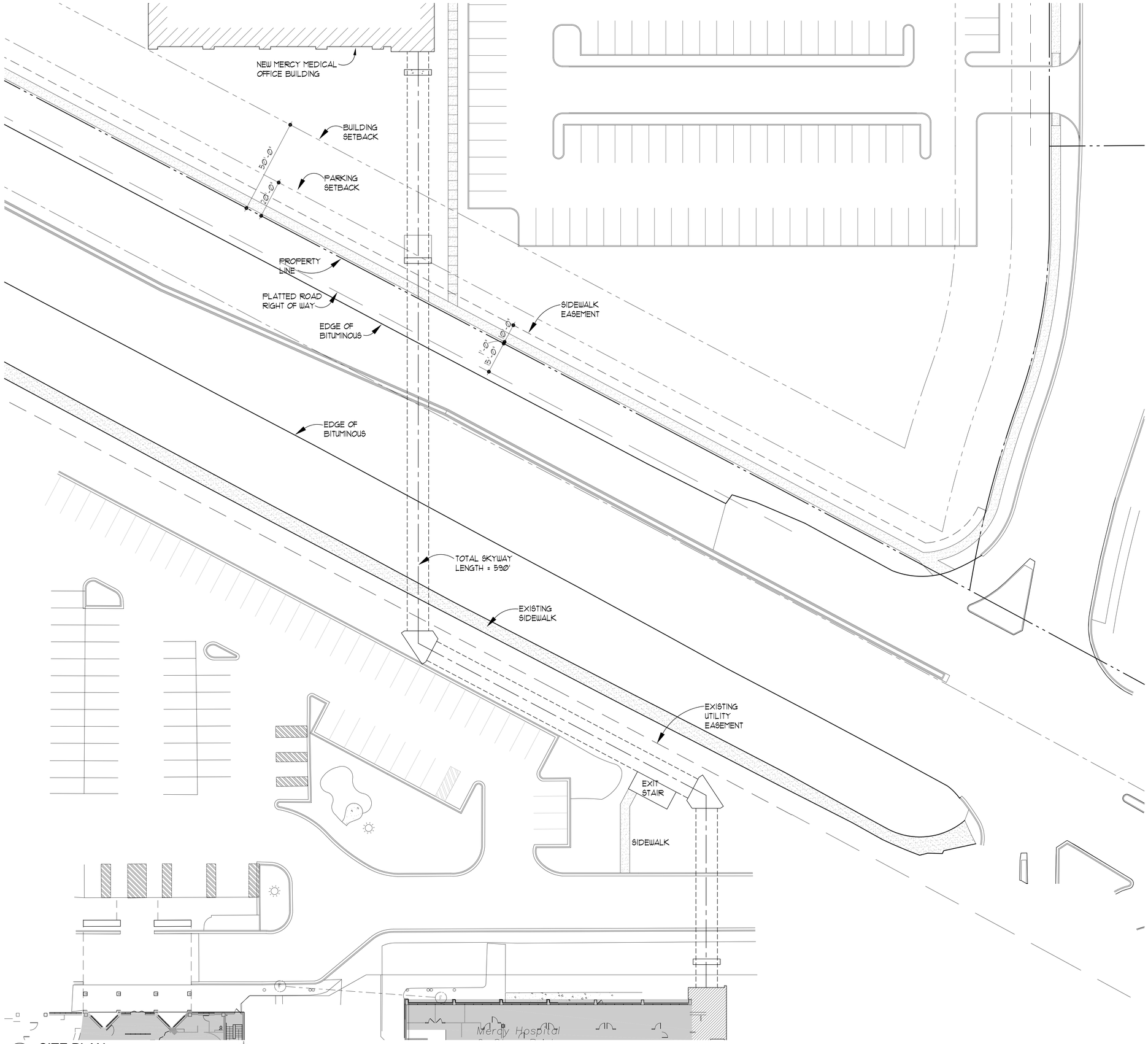
Exterior Elevations

View from Street

View from Above

Colored Elevations

Skyway Material Narrative



1 A1.1B SITE PLAN
1"=20'-0"
0 10' 20' 40'

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MERCY SKYWAY

Allina Health

FRAUENSHUH HealthCare Real Estate Solutions

KRAUS-ANDERSON CONSTRUCTION COMPANY
MINNEAPOLIS DIVISION

SITE PLAN

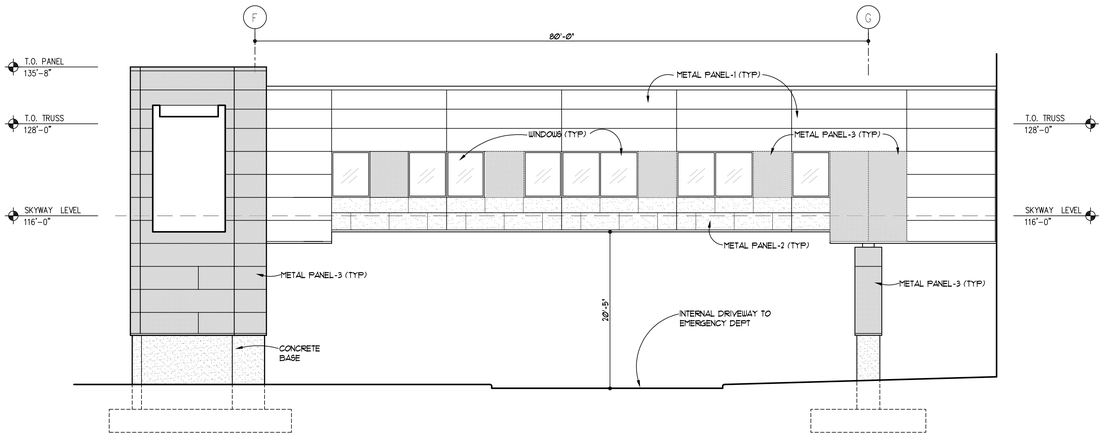
Revisions

CITY SUBMISSION	03/15/13

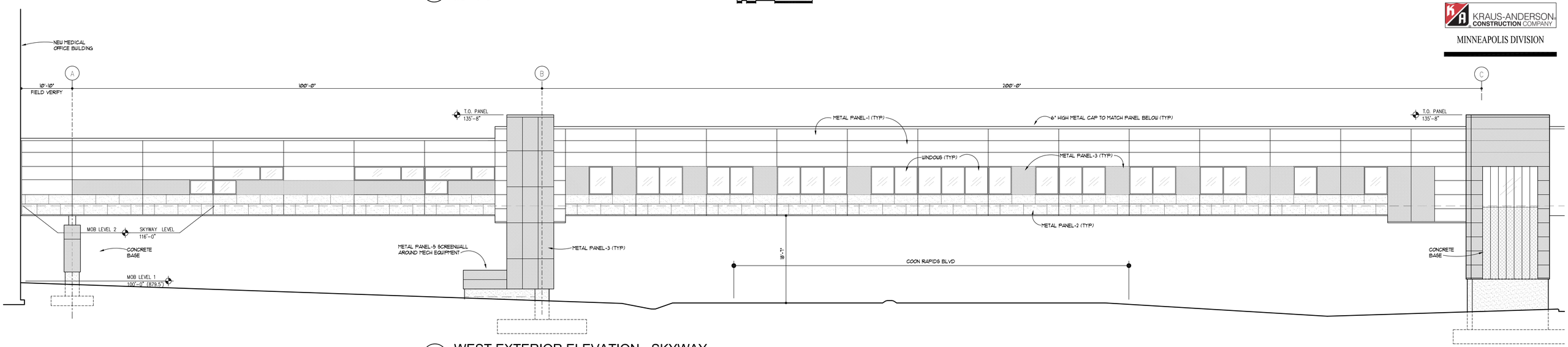
Commission No.	26172-12093
Drawn by	GW
Checked by	DM

SHEET

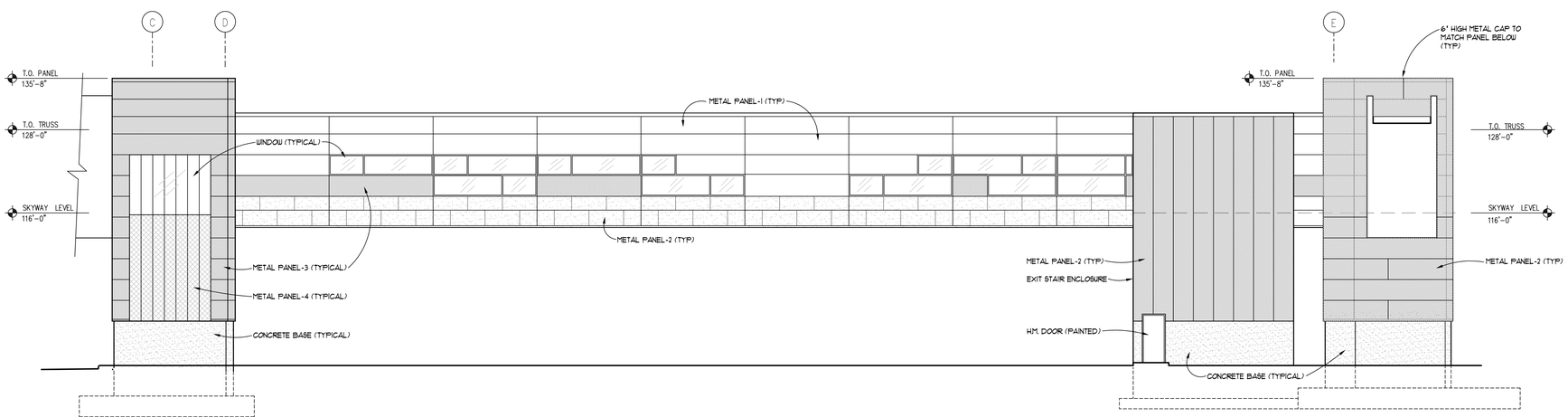
A1.1



1 A3.1 SOUTH EXTERIOR ELEVATION - SKYWAY
1/8"=1'-0"
0 4' 8' 16'



2 A3.1 WEST EXTERIOR ELEVATION - SKYWAY
1/8"=1'-0"
0 4' 8' 16'



3 A3.1 WEST EXTERIOR ELEVATION - SKYWAY
1/8"=1'-0"
0 4' 8' 16'

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MERCY SKYWAY

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MINNEAPOLIS DIVISION

EXTERIOR ELEVATIONS

Revisions

CITY SUBMISSION	03/15/13

Commission No.	26172-12093
Drawn by	EY
Checked by	DM

SHEET

A3.1

View looking West from Coon Rapids Boulevard

View looking East from Coon Rapids Boulevard

POPE ARCHITECTS

Mercy Skyway
COON RAPIDS, MINNESOTA
3-15-13 COMM# 26172-12093

Allina Health

Perspectives

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View looking Northeast from Hospital Parking

Aerial Perspective

POPE ARCHITECTS

Mercy Skyway

COON RAPIDS, MINNESOTA

3-15-13 COMM# 26172-12093

Allina Health

Perspectives

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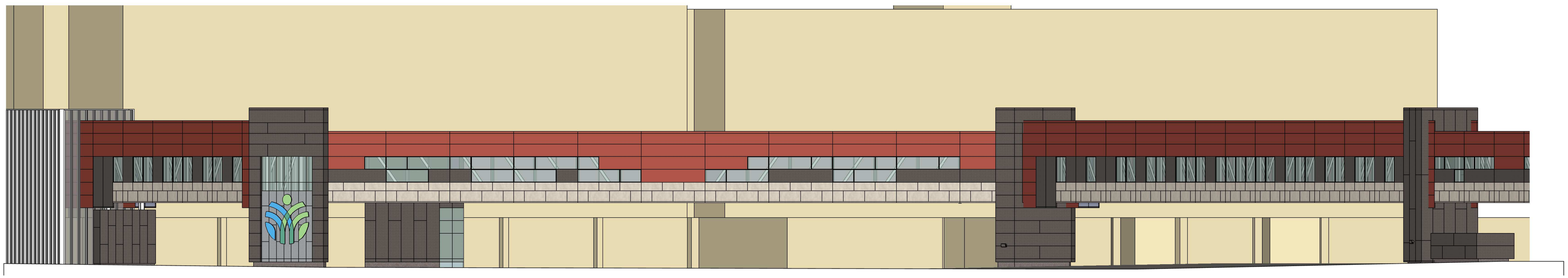
Mercy Skyway - Elevations
03.15.2013

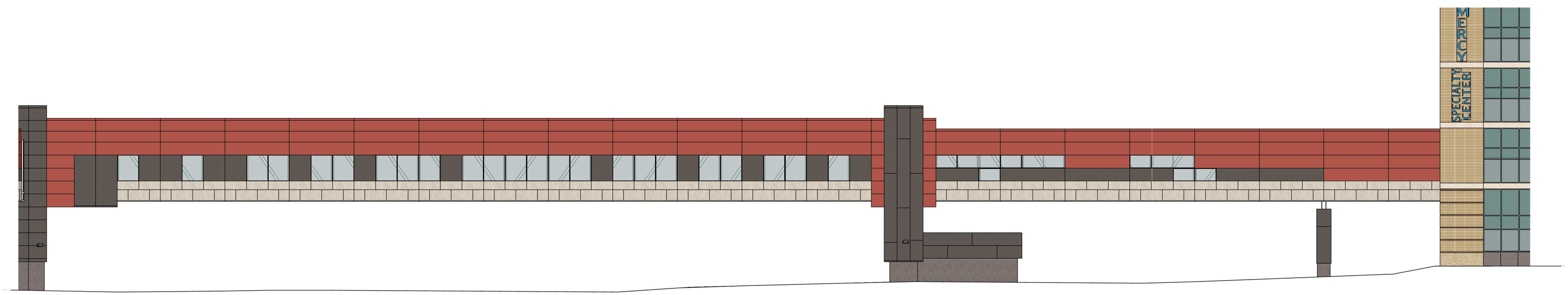
0' 8' 16' 32'

East Elevation A -
Hospital Connection



0' 8' 16' 32'

East Elevation B -
Midspan parallel to Coon Rapids BLVD



0' 8' 16' 32'

East Elevation C -
Major Span and connection to MOB

POPE ARCHITECTS

Mercy Skyway
COON RAPIDS, MINNESOTA
3-15-13 COMM# 26172-12093

Allina Health

Elevations

FRAUENSHUH
HealthCare Real Estate Solutions

KRAUS-ANDERSON®
CONSTRUCTION COMPANY

April 10, 2013

Scott Harlicker
Planner, City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN, 55433

Re: Mercy skyway material narrative

Dear Scott,

This letter is to outline the material selection for the Mercy skyway along with methodology to arrive at specific material selections.

Material Issues:

The following were our design needs regarded for exterior materials for the skyway

- Due to the long span lengths of the skyway exterior material weights factored into selection options due to the loading on the structural system. As such, all masonry options (brick, stone, precast) were discounted as these materials would burden the structural system to an unreasonable extent.
- Due to the access issues with Coon Rapids Boulevard, we wanted materials that did not require frequent servicing. Chief among these issues are caulks and sealants that are required in most systems to account for expansion, contraction and material edges. Masonry, stucco and synthetic stucco (EIFS systems) all require sealants and joints to be field applied and routinely inspected. The life span of these sealants is dependent of the specific material and application. Regardless, they do require inspection and periodic replacement. In the case of Coon Rapids Boulevard, this would require a shutdown of the roadway. To the extent possible, we were looking for materials that had a lower level of periodic maintenance.
- From a weight, long term performance and cost standpoint, we looked at metal panel systems. We were able to find a system that had “dry seals” and can be applied as a finish panel up to 20 foot widths at a time.
- An option for all glass exterior was considered but the cost factors for both initial cost and the thermal controls (heating and cooling) pushed this option out of consideration.

Benefits of Metal Panel system: (System proposed is Centria Formawall)

The following are some of the benefits of the metal panel system we are proposing:

- The system has “dry seals” which will not require caulking or post-applied sealants. This eliminates a major concern regarding servicing and long term maintenance.
- The system provides both exterior and interior finish for the skyway. This eliminated the need for an interior framed wall and finish thus reducing weight, time to construct and cost of the skyway.
- Windows in the skyway are an integral part of the metal panel system and supplied by the same metal panel supplier.
- The system can wrap and provide a finish under the skyway (over the roadway) allowing a single point of responsibility for the entire exterior enclosure except the roofing system. This will help eliminate conflicts if performance issues arise.

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Piers/Structural supports:

The structural supports for the skyway are site cast concrete. We are proposing to leave the base of the supports as exposed concrete and start the metal panel wrap up away from the ground to limit damage to the panels due to snow buildup & removal, as well as lawn maintenance.

Follow Up:

We intend to provide samples, partial mock up and larger color chips at the Planning Commission meeting later this month. If you have questions or concerns prior to the meeting please let me know.

Sincerely,

POPE ARCHITECTS, INC.

David Moga, AIA
Project Manager

G:\26172\12093\CORR\Skyway material narrative dfm.docx

City Council Regular **16.**

Meeting Date: 05/07/2013

Subject: Accept Feasibility Report and Order Public Hearing and Assessment Hearing, Project 13-4, Blackfoot Street

Submitted For: Bob Moberg, City Engineer

From: Cher Ridout, Admin Secretary II

INTRODUCTION

The City Engineering Division is recommending reconstruction of 0.18 mile of Blackfoot Street between Coon Rapids Boulevard and 119th Avenue. This portion of roadway is part of the City's Municipal State Aid (MSA) system (see map). Staff prepared a feasibility report for the proposed project. Council is requested to accept the feasibility report and order a public improvement hearing and assessment hearing for the project.

DISCUSSION

Council ordered preparation of a feasibility report for Blackfoot Street on March 19, 2013. Proposed improvements include replacement of the pavement and underlying gravel base, storm sewer, curb and gutter, sidewalk and driveway aprons, and street signs.

Allina Hospital began construction of a new medical building at the northwest corner of Coon Rapids Boulevard and Blackfoot Street. It is anticipated that building construction will proceed to the point that reconstruction of Blackfoot Street could begin in August. This would allow heavy construction on the building site to be completed in advance of the street reconstruction and for street reconstruction to be completed before building occupancy occurs in February 2014.

City policy calls for an assessment to be levied against properties that benefit from the proposed street improvements. Generally, properties to be assessed are those with a direct access to the street(s) being reconstructed. The goal of the policy is to assess 50% of the project cost. Actual project costs and the number of assessable properties will cause the assessable share to vary. For 2013, City staff is recommending a unit assessment rate of $1,620 for single-family residential property, $20.24 per front foot for multi-family residential property, and $40.48 per front foot for commercial property. This reflects a 2.8% increase over the 2012 rate to account for an increase in the Construction Cost Index.

The legal descriptions for the area of benefit are as follows:

- Lot 1 of Block 1, River View Farms Plat 2
- Lots 1-15 of Block 1, Wedgewood Village 2nd Addition
- PIN 08-31-24-33-0004
- PIN 08-31-24-33-0019
- PIN 08-31-24-33-0020

Approximately 74 properties were notified of the project in December 2013. A neighborhood meeting was held at City Hall on April 23, 2013, with three residents in attendance.

The total estimated project cost is $170,500. The project is necessary to improve the condition of the street, is feasible to construct from an engineering standpoint and it is cost-effective.

RECOMMENDATION

It is recommended that Council take the following action:

a. Adopt Resolution No. 13-4(4) accepting the feasibility report and ordering a public hearing to be held on June 4, 2013.

b. Adopt Resolution No. 13-4(10) declaring cost to be assessed and ordering preparation of a proposed assessment roll.

c. Adopt Resolution No. 13-4(11) setting the assessment hearing date for June 4, 2013.

Fiscal Impact

BUDGET IMPACT:

The total estimated cost of the proposed improvement is $170,500, with a total amount assessed of $62,665. The balance of the project cost would be recovered from various funds:

- $97,335 from Municipal State Aid (MSA) funds
- $10,500 from Water Maintenance Fund (601)

Attachments

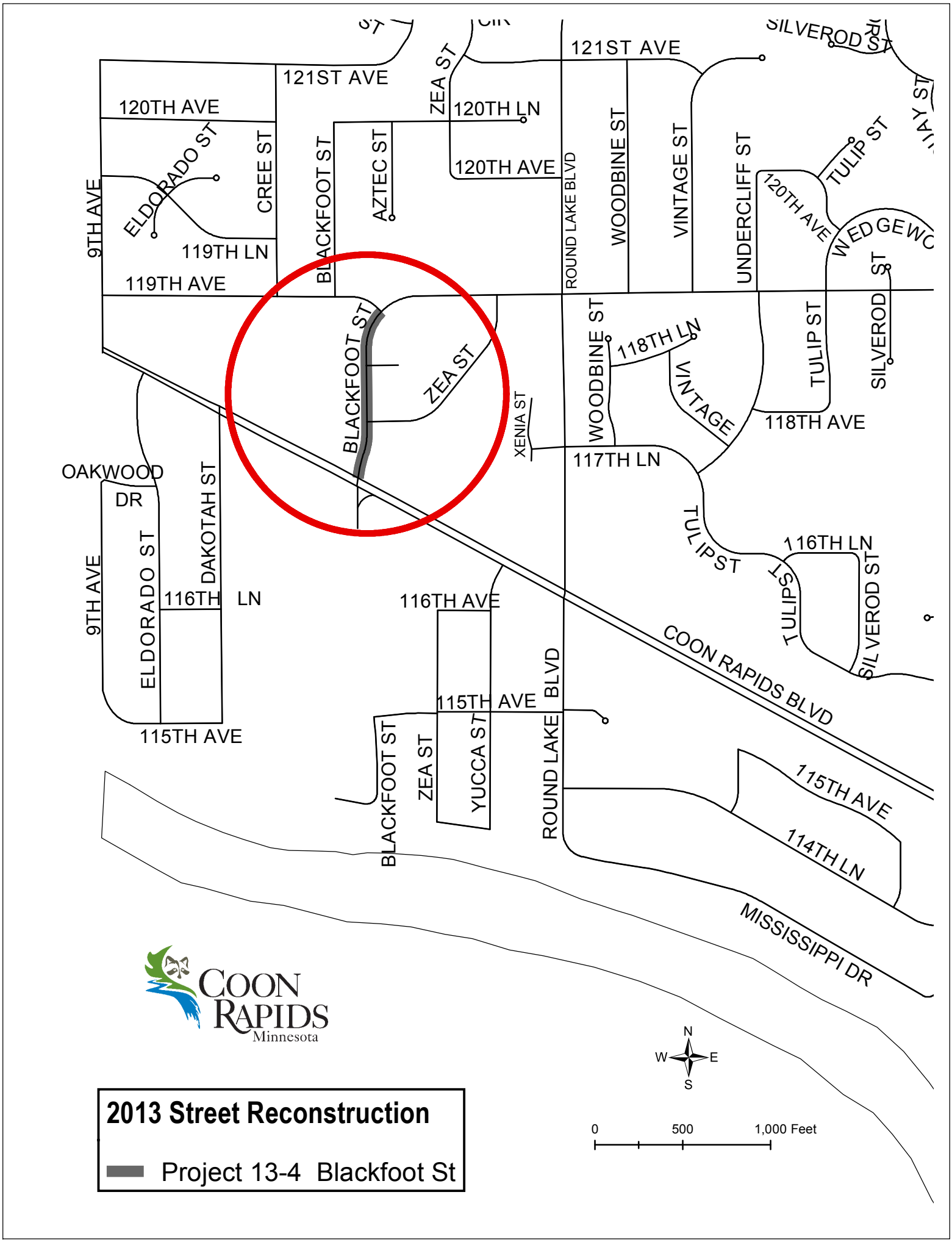
13-4 Location Map

13-4 Feasibility Report

Resolution No. 13-4(4)

Resolution No. 13-4(10)

Resolution No. 13-4(11)


121ST AVE
SILVEROD ST
120TH AVE
ZEA ST
120TH LN
ELDORADO ST
CREE ST
BLACKFOOT ST
AZTEC ST
ROUND LAKE BLVD
WOODBINE ST
VINTAGE ST
UNDERCLIFF ST
TULIP ST
9TH AVE
119TH LN
119TH AVE
WEDGEWO
SILVEROD ST
118TH LN
VINTAGE
118TH AVE
XENIA ST
117TH LN
OAKWOOD DR
DAKOTAH ST
TULIP ST
116TH LN
116TH AVE
115TH AVE
COON RAPIDS BLVD
YUCCA ST
114TH LN
MISSISSIPPI DR
COON RAPIDS
Minnesota
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500
1,000 Feet
2013 Street Reconstruction
Project 13-4 Blackfoot St

Feasibility Report

PROJECT 13-4

Street Reconstruction

Blackfoot Street
Between Coon Rapids Boulevard and
119th Avenue
(SAP 114-119-012)

May 7, 2013

I hereby certify that this report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Robert J. Moberg

Robert Moberg, PE, City Engineer

License No. 23334 Date: 5/7/13

COON RAPIDS
Minnesota

Prepared By:
CITY OF COON RAPIDS
ENGINEERING
DIVISION

PROJECT HISTORY

In the fall of 2012, City staff completed a pavement condition rating evaluation of City streets. The evaluation identified nearly 33 miles of City streets in poor condition. Subsequently, at the recommendation of City staff, Council ordered preparation of a feasibility report on March 19, 2013. This feasibility report is for reconstruction of Blackfoot Street, a 0.18 mile roadway between Coon Rapids Boulevard and 119th Avenue.

In 1994, the City began a street reconstruction program to replace aging street infrastructure. Since that time, more than 76 miles of the City's 220 mile street system have been reconstructed. In 1997, the City implemented a policy for assessing a portion of the cost of street reconstruction to properties benefitting from the improvements.

PROJECT AREA CHARACTERISTICS / EXISTING CONDITIONS

The street included in the scope of this report is as follows:

1. Blackfoot Street between Coon Rapids Boulevard and 119th Avenue.

The project corridor consists of commercial property and one townhome complex. This project directly impacts 14 townhomes and 4 commercial properties.

Blackfoot Street was originally constructed in 1981, so it is 32 years old. Because of its age and the volume of traffic it carries (4000 – 5000 vehicles per day), the street has experienced excessive fatigue cracking and is to the point where routine maintenance (crack sealing and seal coating) is no longer cost-effective. There are also some areas where the existing concrete curb and gutter has cracked, broken, or settled, resulting in a reduced capacity to effectively convey drainage.

Storm sewer facilities are adequate in the corridor and sanitary sewer is generally in good condition. Watermain was installed with the street construction in 1981 and it is in good condition.

Mercy Hospital is constructing a new medical office building and skyway on their property along the west side of Blackfoot Street. The construction manager for the building project anticipates that heavy construction on the site will be completed in July 2013 and that building occupancy will occur in February 2014.

PROPOSED IMPROVEMENTS

Blackfoot Street is proposed to be reconstructed by reclaiming the existing bituminous pavement and gravel base, recompacting reclaimed material, disposing of excess reclaimed material, and resurfacing the street with new bituminous pavement. There may be areas where subgrade corrections are needed, due to the presence of soft or unsuitable soils. In addition, removal and replacement of existing concrete curb and gutter that is in poor condition (cracked, broken,

settled) or that does not drain properly, is proposed. Segments of damaged sidewalk and driveway aprons will be replaced as needed and pedestrian ramps will be installed or upgraded at curb returns with existing sidewalk (as needed) to comply with American with Disabilities Act (ADA) requirements.

Sanitary sewer manholes, storm sewer manholes and catch basins will be repaired or adjusted as needed before the street is repaved. Watermain valves and valve boxes will be repaired and adjusted as needed prior to final paving.

Boulevard trees were trimmed this winter to clear the streets of low hanging branches. All street name signs and other street signs will be replaced with new signs and posts. All new street name signs will have larger lettering consistent with the current City logo.

MAINTENANCE IMPACT

Blackfoot Street has deteriorated extensively and would require increased maintenance if it is not repaved soon. The street was originally programmed for reconstruction in 2012 but the project was delayed to allow for construction of a new medical office building adjacent to the corridor. Seal coating is no longer effective for this street, due to the excessive cracking that has occurred. It becomes cost-prohibitive to maintain a street surface that is as badly cracked as exists on this street.

Once the street is reconstructed, crack sealing and seal coating should be performed in 6 to 10 years to preserve the new bituminous pavement. With periodic maintenance, the street surfacing should not require replacement for at least 30 years.

New watermain valve boxes or fitting bolts, new storm water inlet castings and structures, and new adjusting rings on sanitary sewer manholes will be installed as needed with the project, preserving the existing utility infrastructure and reducing the need for future maintenance.

ESTIMATED COST/FINANCING

The total estimated cost of the project is $170,500.

The City Public Works Department has requested that fire hydrants be replaced with new fire hydrants as a part of every street reconstruction project and that watermain valves be repaired or replaced as needed. The estimated cost to replace fire hydrants and to repair or replace watermain valves is $10,500. Tree trimming costs are approximately $200 and will be paid from Street Reconstruction funds.

The City would finance the project until Municipal State Aid (MSA) funding is received and would also assess a portion of the cost to the adjacent benefiting properties. Project costs that are not MSA-eligible would be financed by a combination of Street Reconstruction (797) and Water System Maintenance (601) funds.

Project funding is summarized below:

Municipal State Aid Fund (MSA)	$ 97,135
Street Reconstruction Fund	$ 200
Water System Maintenance Fund	$ 10,500
Proposed Assessments	$ 62,665
Total Estimated Project Cost	$ 170,500

PROJECT TIMETABLE

The estimated schedule for this project is outlined below:

April 23, 2013	--Staff conducts neighborhood meeting for residents
May 7, 2013	--Council accepts feasibility report, orders a public hearing, and sets an assessment hearing date
June 4, 2013	--Council holds the public hearing and assessment hearing and orders the project. Council approves plans and specs and orders ad for bids.
July 16, 2013	--Council adopts the assessments and awards a contract for construction
August – Oct. 2013	--Project Construction

Note— Assessments are proposed to be adopted by Council on July 16 rather than on June 4 when the assessment hearing is held. This allows a construction contract to be awarded, signifying the Council's intent to proceed with project construction and to incur costs for the project prior to assessments being levied. Upon adoption of the assessments, residents would have 30 days to pay off the assessment without incurring interest charges.

PROPOSED ASSESSMENTS

In 1997, assessment rates were established as part of the City's policy for financing street reconstruction. Under the policy, rates are to be updated annually, using the Construction Cost Index (CCI). Assessment rates for 2013 have been increased by 2.8% from the 2012 rates, reflecting an increase in the CCI.

The rates to be used for 2013 are as follows--

Single-family lot	$1,620 per lot (CCI factor results in increase of $45 from 2012)

Residential (higher density including duplex units)	$20.24 per front-foot or average width
Office and Commercial	$40.48 per front foot or average width (double residential rate per policy)

Assessments would be spread over a 10-year period with an interest rate of 2.7% and the first installment would be due in 2014. Property owners would have the option of paying their entire assessment within 30 days following Council adoption of the assessments and would incur no interest charges. Payments made after the 30-day period would also require payment of any interest charges accrued up to the time payment is made. If the assessment were paid as part of the property tax statement, the annual cost for a single-family home would be approximately $200 per year for a 10-year period.

A copy of the proposed assessment roll is available in the City Engineer's office, as well as in the City Clerk's office.

PROJECT FEASIBILITY

The proposed project is necessary for the City to keep the street in a safe and drivable condition. The project is cost effective and is technically feasible to construct. An independent appraiser was retained in 2008 to review the "benefit" to the properties for work similar to what is proposed with this project. The appraiser's report indicated that the "benefit' to the properties is in the range of $2,000 to $5,000. The proposed rate of $1,620 does not exceed this "benefit" amount. Therefore, the project is also economically feasible.

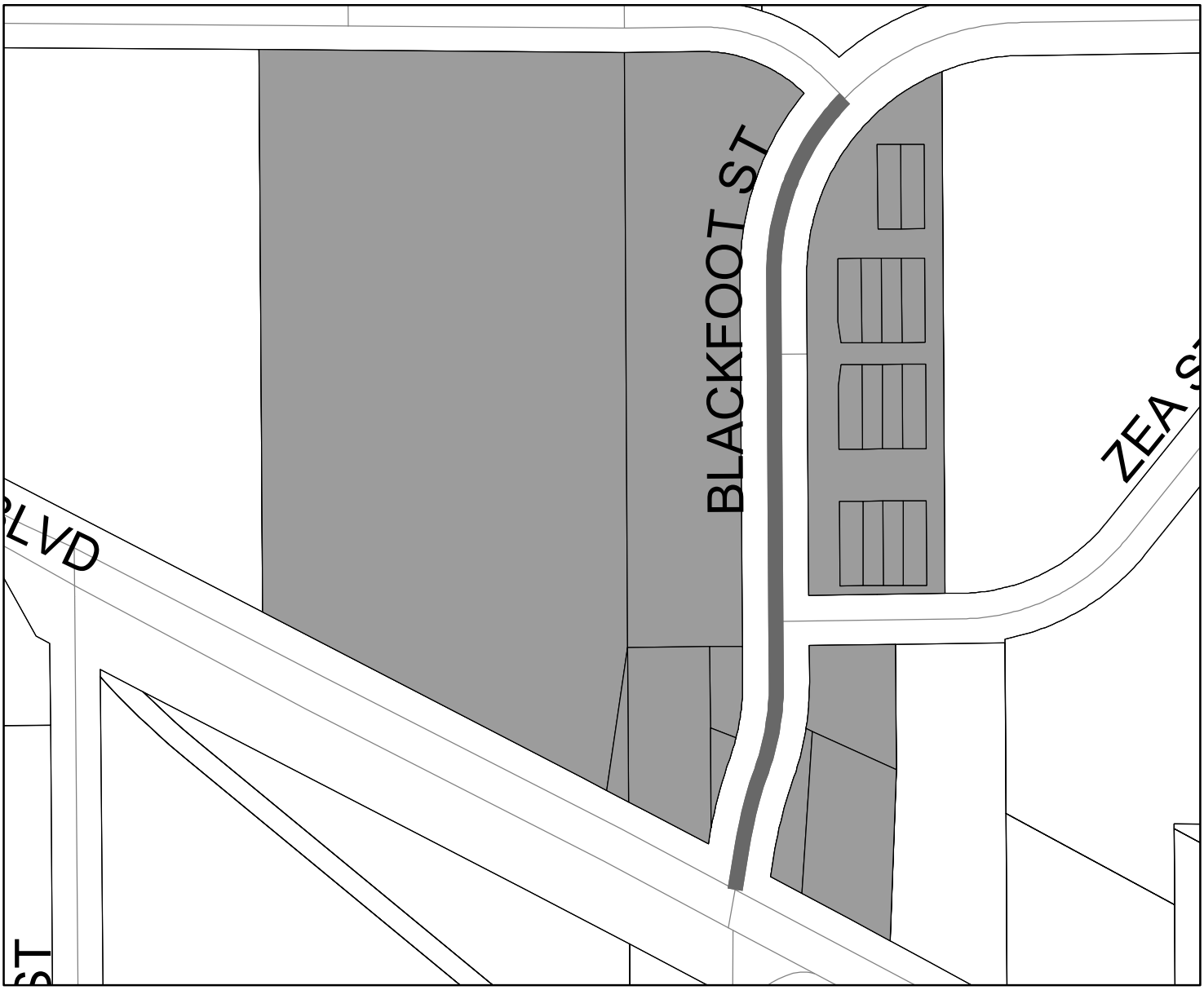
CONCLUSIONS AND RECOMMENDATION

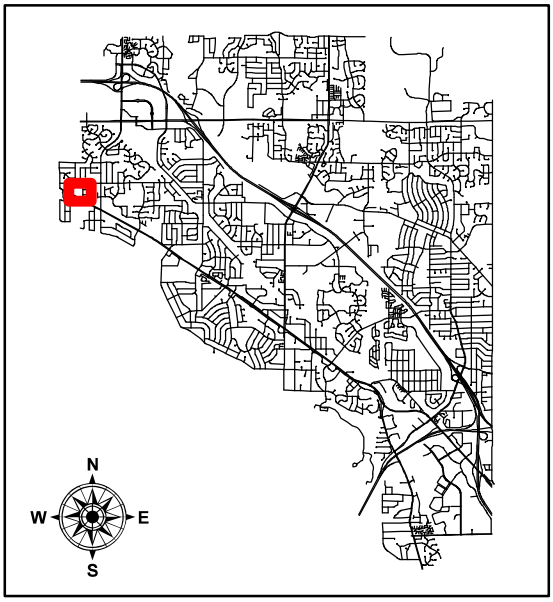
As part of its 2013 Street Reconstruction Program, the City is proposing to reconstruct 0.18 mile of Blackfoot Street (a collector street) with this project. A majority of the project cost would be paid by the City's Municipal State Aid fund and a portion of the project cost would be recovered through assessments to benefiting property owners, in accordance with the Street Reconstruction Policy approved by Council in 1997. Property owners were notified of the project and of the proposed assessment rates by letter in December 2012. An informational meeting was held on April 23, 2013 and staff heard concerns, listened to suggestions, and answered questions, etc. that business owners and residents had regarding the project. Council will be requested to schedule both the public hearing and assessment hearing for June 4, 2013.

It is recommended that Council accept this feasibility report, order a public hearing on the project, and order a hearing on the proposed assessments by adopting the resolutions included with this report.

It is further recommended that street reconstruction be completed before the anticipated February 2014 date of occupancy for the new medical office building and skyway to Mercy Hospital.

Project 13-4
2013 Street Reconstruction Program
2013 Proposed Reconstruction





Area of Benefit

COON RAPIDS
Minnesota

RESOLUTION NO. 13-4(4)

(4) RESOLUTION ACCEPTING FEASIBILITY REPORT AND ORDERING PUBLIC HEARING ON IMPROVEMENT

WHEREAS, pursuant to resolution of the Council adopted on the 19th day of March, 2013, a report has been prepared by the City Engineering Division with reference to the improvement of Blackfoot Street from Coon Rapids Boulevard to 119th Avenue, and this report was received by the Council on the 7th day of May, 2013; and

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost effective, and feasible,

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota:

1. The Council will consider such improvement in accordance with the report and the assessment of benefitting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Sections 429.011 to 429.111, at an estimated total cost of the improvement of $170,500.

2. A public hearing shall be held on such proposed improvement on the 4th day of June, 2013 in the Council Chambers of the City Hall at 7:00 p.m., and the Clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted this 7th day of May, 2013.

_____
Tim Howe, Mayor

ATTEST:

_____
Catherine M. Sorensen, City Clerk

RESOLUTION NO. 13-4(10)

(10) RESOLUTION DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT ROLL

WHEREAS, a contract is proposed to be let for the improvement of Blackfoot Street from Coon Rapids Boulevard to 119th Avenue by street reconstruction and the contract price for such improvement is estimated to be $155,000 and the expenses incurred or to be incurred in the making of said improvement are estimated to be $15,500, so that the total cost of the improvement is estimated to be $170,500 and of this cost the City will pay $107,835 as its share of the cost; and

WHEREAS, the City of Coon Rapids expects to reimburse all or a portion of the project expenditures with the proceeds of debt to be incurred by the City; and

WHEREAS, this declaration is made pursuant to Section 1.103-18 of the Income Tax Regulations of the Internal Revenue Service.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF COON RAPIDS, MINNESOTA:

1. The cost of such improvement to be specially assessed is hereby declared to be $62,665.00.

2. The City Clerk, with the assistance of the City Engineer shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and the City Engineer shall file a copy of such proposed assessment in his office for public inspection.

3. The Clerk shall, upon the completion of such proposed assessment, notify the Council thereof.

Adopted this 7th day of May, 2013.

_____
Tim Howe, Mayor

ATTEST:

_____
Catherine M. Sorensen, City Clerk

RESOLUTION NO. 13-4(11)

(11) RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT ROLL

WHEREAS, per a Resolution passed by the Council on the 19th day of March, 2013, the City Clerk was directed to prepare a proposed assessment of the cost of improving Blackfoot Street from Coon Rapids Boulevard to 119th Avenue by street reconstruction; and

WHEREAS, the Clerk will give a minimum of 14 days written notice to the Council and all benefitted property owners described in the assessment roll that such proposed assessment has been completed and filed in the Clerk's office for public inspection,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF COON RAPIDS, MINNESOTA:

1. A hearing shall be held on the 4th day of June, 2013, in the City Hall at 7:00 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.

2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official paper at least 2 weeks prior to the hearing.

Adopted this 7th day of May, 2013.

_____
Tim Howe, Mayor

ATTEST:

_____
Catherine M. Sorensen, City Clerk

City Council Regular **17.**

Meeting Date: 05/07/2013

Subject: Cons. Joint Powers Agreement with Anoka County and the City of Andover for Construction of the Bunker Hills Dog Park

From: Tim Himmer, Public Works Director

INTRODUCTION

The City and Anoka County have been working on a joint project to construct a dog park in Bunker Hills Regional Park for a couple of years. The potential site is located at the east end of 133rd Avenue near the gun and archery ranges and compost site (see attached location map). The City of Andover has also expressed an interest in participating in the project and has been in active discussions to partner with Coon Rapids and Anoka County. The City Council is being asked to review and approve the attached Joint Powers Agreement (JPA) for construction of this dog park.

DISCUSSION

This JPA is also being heard by the Andover City Council this evening and was discussed by the Anoka County Parks Board earlier today; it is anticipated to be brought before the Anoka County Board next Tuesday May 14th. If approved construction is planned to commence in mid-June and be completed by the end of July. Coon Rapids is responsible for plan preparation, construction staking, providing class 5 material, and project administration; with bidding to be included in the various annual maintenance contracts (miscellaneous concrete repair, fencing, etc.). Andover will primarily be providing the labor and equipment to prepare and grade the site. Anoka County will be performing the necessary tree clearing, restoration, and signage. Anoka County will also provide and/or contract the on-going maintenance of the park (mowing, trash, repairs, etc), with Andover & Coon Rapids sharing equally in those costs.

RECOMMENDATION

Staff recommends approval of the attached Joint Powers Agreement for construction of the Bunker Hills Dog Park.

Fiscal Impact

BUDGET IMPACT:

Due to the in-kind labor being provided by each entity, the project costs have been reduced significantly to a total estimated amount of $40,586, which will be split equally between the three parties. Coon Rapids' portion of the project costs are proposed to be funded through the Park Improvement budget.

Attachments

Location Map

Site Design

Joint Powers Agreement

DOG PARK SITE LOCATION

Proposed Dog Park
N
W
E
S
Archery
Gun Range
5' FENCE
2,157 feet
Dog Run
AREA
6.58 Acres
Existing Skijoring Trail
Existing Skijoring Trail
Burlington Northern Santa Fe Railroad
Proposed Parking Area
65' x 260'
10' GATE
3' Gate
Large Dog
Area
ENTRANCE
3' Gate
Open Play Area
Small Dog
Area
10' GATE
Compost Site
OAK GROVE
SITTING AREA

Anoka County Contract No. 2013-_____

JOINT POWERS AGREEMENT
FOR DOG PARK AT BUNKER HILLS REGIONAL PARK

This Agreement is made and entered into this ____day of _____, 2013, by and between the County of Anoka, a political subdivision of the State of Minnesota, 2100 Third Avenue North, Anoka, Minnesota 55303 ("County"); the City of Andover, a municipal corporation under the laws of the State of Minnesota, 1685 Crosstown Boulevard NW, Andover, Minnesota 55304 ("Andover"); and the City of Coon Rapids, a municipal corporation under the laws of the State of Minnesota, 11155 Robinson Drive Northwest, Coon Rapids, Minnesota 55433 ("Coon Rapids"); and

WITNESSETH

WHEREAS, Andover, Coon Rapids and the County (hereinafter each individual party may be referred to as "Party," or collectively as "Parties") share a common interest in providing a dog park for the shared use of their respective residents; and

WHEREAS, the Parties agree that the dog park is to be located in Coon Rapids on County park property comprising part of the Bunker Hills Regional Park, at the location depicted in the attached Exhibit A ("Dog Park Property"); and

WHEREAS, it is the desire of the Parties to jointly construct and maintain the dog park to an agreed upon standard: and

WHEREAS, a determination has been made by the City Council's of both Andover and Coon Rapids, and the Anoka County Board of Commissioners that sharing in the costs of construction, operation and maintenance of the dog park is beneficial to all Parties and their respective residents; and

WHEREAS, pursuant to the provisions provided for herein, the Parties agree that it is in their best interest that the cost of the design, construction and operation of the new dog park facility be shared; and

WHEREAS, Minn. Stat. § 471.59 authorizes political subdivisions of the State to enter into joint powers agreements for the joint exercise of powers common to each.

NOW, THEREFORE, IT IS MUTUALLY STIPULATED AND AGREED AS FOLLOWS:

I. PURPOSE

The parties have joined together for the purpose of designing, constructing, operating and maintaining a dog park facility to be located on the Dog Park Property within the Bunker Hills Regional Park ("Project").

II. METHOD

A. Design

Coon Rapids shall provide all design services to prepare the plans and specifications (which include permits and surveying as necessary) for constructing the Project. Coon Rapids shall not go out for bids until such time as the County and Andover have approved in writing the plans and specifications for the Project. The plans and specifications shall include a detailed design of the Project, including grading, fencing, parking lot, site furnishings, signage, landscaping and surfacing and shall include a detailed cost estimate as identified in Exhibit B. The plans and specifications shall include a line item quantity bid for the specific elements of the Project, which will be used in part to determine the value of any materials as hereinafter provided.

B. Bidding/Contract Award

Coon Rapids shall call for all bids, accept all bid proposals, and shall cause the construction of the Project in conformance with the approved plans and specifications. Coon Rapids shall not award a contract for the construction of the Project without prior written approval of the County and Andover.

III. COSTS

A. Construction Costs

The contract cost of the work, shall include the cost of all labor, materials, equipment rental and normal engineering costs actually incurred by Coon Rapids with third-party vendors to complete the Project. Andover shall provide labor and equipment to haul, place and compact Class 7 for the Project. The County shall provide and install wayfinding signs and a sign identifying individuals, groups, businesses, etc. that donate funds for the project. County shall also clear and grub trees as necessary and restore all disturbed areas with seed and erosion control measures as necessary. Coon Rapids shall provide reclaimed millings/Class 7 material along with labor and equipment to haul, place and compact as necessary. The Parties may agree to contribute other materials or labor to the project prior to the award of bids. The County may also supply/provide in-kind contributions.

B. Payment of Construction Costs

Coon Rapids shall be responsible for paying all Construction Costs which include all costs for private contractor fees, billings and out of pocket expenses. The County and Andover shall reimburse Coon Rapids for their respective share of the Construction Costs as follows: (i) Upon completion of the construction of the Project, Coon Rapids shall send Andover an itemized invoice detailing the Construction Costs. Within 30 days of receipt of said invoice, Andover shall pay Coon Rapids one third of the Construction Costs and half of the County's share. (ii) The County shall reimburse Coon Rapids and Andover (each City half of the

County's share) for one third of the Construction Costs at such time as the County receives grant funding for the Project, but not later than December 31. 2016. Failure by the County to receive grant funding shall not relieve the County of its obligation to reimburse Coon Rapids and Andover, as set forth herein, no later than December 31, 2016. The Parties agree that the total billable cost of the project shall not exceed $75,000, or $25,000 per party.

C. Contractor's Bond and Guaranty

Coon Rapids shall be responsible for enforcing any contractor's bond and guaranty on the project. The costs of any such enforcement shall be paid by Coon Rapids, but if any such costs are incurred, two-thirds of such costs shall be reimbursed by Andover (one-third) and County (one third).

D. Maintenance and Operations

The Parties agree to develop a mutually acceptable maintenance and operations plan before the dog park is opened for public use. This plan will detail all maintenance responsibilities and the cost sharing of such, along with a plan for rules enforcement, policing, hours of use, accommodation of occasional alternative uses of the parking lot, and other maintenance and operational details. Upon completion of the dog park construction and the operations plan development, the County will operate the dog park and provide ongoing maintenance which shall include, but is not limited to mowing, fence repair, parking lot maintenance, site cleanup (trash removal, animal waste, graffiti, vandalism, etc.) which shall include, tree trimming, snowplowing, and snow removal. The Project shall be maintained in such a manner to comply with standards established in the maintenance and operations plan. All Parties shall share equally in the costs of operation and maintenance of the Project, which shall include in-kind costs for staff, supplies, and equipment. Any individual repair or maintenance item in excess $1000 shall require the agreement of all Parties before proceeding. The County shall keep a detailed report on the operation and maintenance costs for the project. On an annual basis, the County shall submit an invoice to Andover and Coon Rapids detailing the operation and maintenance costs for the Project. Both Coon Rapids and Andover shall within 30 days of receipt of said invoice reimburse the County for one third of annual operation and maintenance costs of the Project. The County agrees to not invoice Andover and Coon Rapids for maintenance costs until such time that the County's share of the construction cost is paid. At such time but not later than December 31, 2016 the County will repay each City their share minus the accrued maintenance costs to date of repayment. Although invoices will not be sent the Annual report will be submitted to Andover and Coon Rapids to track maintenance activities and costs.

IV. CLOSURE/USE OF PARKING LOT

The Parties agree that the County shall retain the right to close the dog park upon notification to Andover and Coon Rapids whenever the County determines that closure is required due to safety hazards, damage to facilities, or other safety or operational

issues. The Parties further understand and agree that the dog park parking lot may require occasional use for large archery tournament events or skijoring activities, and that the area comprising the new dog park has a long history of uses by the archery and skijoring communities. The Parties agree that they will fully cooperate on these occasional uses of the parking lot for these other purposes and will make reasonable efforts to accommodate these uses.

V. DURATION OF AGREEMENT

This agreement shall become effective upon the execution by all Parties listed in Paragraph 1 of this Agreement. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original but all of which shall constitute one and the same Agreement. This signed Agreement shall be filed with the County, who shall notify all Parties in writing of its effective date.

This Agreement shall continue in full force and effect, automatically renewing annually, unless and until terminated upon written agreement of two-thirds (2/3) of the Parties.

VI. INDEMNITY NOTIFICATION

Each Party hereto agrees to indemnify, defend and hold harmless the others from any claims, losses, costs, expenses or damages resulting from the acts or omissions of its respective officers, agents, or employees relating to activities conducted under this Agreement. The agreement to indemnify and hold harmless does not constitute a waiver by any Party of limitations on liability provided by Minn. Stat. Chap. 466.

To the fullest extent permitted by law, this Agreement is intended to be, and shall be, construed as a "cooperative activity" and it is the intent of the Parties that they shall be deemed a "single governmental unity" for the purposes of liability, as set forth in Minn. Stat. § 471.59, subd. 1a(b). Nothing herein shall be construed to waive or limit any immunity availability to any Party, whether set forth in Minn. Stat. Chap. 466 or otherwise. Under no circumstances shall a Party be required to pay on behalf of itself or other Parties, any amounts in excess of the limits of liability established in Minn. Stat. Chap. 466 relative to any third party claim. The statutory limits of liability for some or all of the Parties may not be added together or stacked to increase the maximum amount of liability for any third party claim.

VII. NOTICE

Any notice required or permitted to be given under this Agreement will be sufficient if in writing and sent by registered or certified mail or hand delivered to the Parties at the address set forth below or at such other place as a Party shall designate in writing by certified or registered mail.

Director of Parks and Recreation
Anoka County Parks and Recreation Department
550 Bunker Lake Boulevard NW
Andover, MN 55304

City of Andover

City Clerk
City of Andover
1685 Crosstown Boulevard NW
Andover, MN 55304

City of Coon Rapids

City Clerk
City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433

VIII. OWNERSHIP/OPERATIONS/MAINTENANCE

The County shall own all the improvements comprising the Project and subject to reimbursement as provided herein, shall be responsible for the maintaining, repairing and operating the Project.

IX. DISBURSEMENT OF FUNDS

All funds disbursed by the County, Andover or Coon Rapids shall be disbursed by each entity pursuant to the method provided by law.

X. CONTRACTS AND PURCHASES

All contracts let and purchases made pursuant to this Agreement shall be in conformance to the State laws.

XI. STRICT ACCOUNTABILITY

A strict accounting shall be made of all funds and report of all receipts and disbursements shall be made upon request by either party.

XII. ENTIRE AGREEMENT REQUIREMENT OF A WRITING

It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and all negotiations between the parties relating to the subject matter thereof, as well as any previous agreement presently in effect between the parties to the subject matter thereof. Any alterations, variations, or modifications of the provisions of this Agreement shall be valid only when they have been reduced to writing and duly signed by the parties.

IN WITNESS WHEREOF, the parties of this Agreement have hereunto set their hands on the dates written below:

COUNTY OF ANOKA

By: _____
Rhonda Sivarajah, Chair
Anoka County Board of Commissioners

Dated: _____

By: _____
Jerry Soma
County Administrator

Dated: _____

APPROVED AS TO FORM

By: _____
Dan Klint
Assistant County Attorney

Dated: _____

CITY OF ANDOVER

By: _____
Michael R. Gamache, Mayor

Dated: _____

By: _____
James Dickinson, City Administrator

Dated: _____

CITY OF COON RAPIDS

By: _____
Tim Howe, Mayor

Dated: _____

By: _____
Steve Gatlin, City Manager

Dated: _____

EXHIBIT B

ENGINEER'S ESTIMATE
COON RAPIDS PROJECT 12-31
BUNKER HILLS DOG PARK

1/23/2013
Revised 5/1/2013

NO.	DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	TOTAL
	DOG PARK AND PARKING LOT				
1	BIO-ROLLS/SILT FENCE	LF	250	2.00	500.00
2	CLEARING AND GRUBBING	LS	1	**ANOKA COUNTY**	
3	CHAIN LINK FENCE (5')	LF	750	8.25	6,187.50
4	4" X 4" HOG WIRE FENCE (4')	LF	1665	5.50	9,157.50
5	3' GATE	EA	3	260.00	780.00
6	10' GATE	EA	2	425.00	850.00
7	GRADING - PARKING LOT, ACCESS ROAD AND PLAY AREA LEVELING	LS	1	**ANDOVER**	
8	GEOTEXTILE FABRIC	SY	1950	3.00	5,850.00
9	TRUCK IN RECLAIM GRAVEL	CY	240	**ANDOVER/COON RAPIDS**	
10	PLACEMENT ONLY OF RECLAIM GRAVEL	CY	240	**ANDOVER**	
11	CONCRETE CURB AND GUTTER	LF	640	19.00	12,160.00
12	BACKFILL CURB AND GUTTER (INCIDENTAL TO GRADING - ITEM 7)	CY		**ANDOVER/COON RAPIDS**	
13	RESTORATION (TOPSOIL & SEEDING)	SY	2000	**ANOKA COUNTY**	
	TOTAL BID SCHEDULE NO. 1				**35,485.00**
	10% CONTINGENCY				5,101.00
	PROJECT TOTAL				**40,586.00**

City Council Regular **18.**

Meeting Date: 05/07/2013

Subject: PC 13-7, Comprehensive Plan Amendment, Preliminary and Final Port Master Plans, Port Campus Square

Submitted For: Matt Brown, Community Development Specialist

From: Cindy Hintze, Administrative Specialist

INTRODUCTION

The Council is asked to consider an amendment to the Comprehensive Plan to adopt a Port Master Plan for Port Campus Square.

DISCUSSION

Port Campus Square is located along Coon Rapids Boulevard generally between Crooked Lake Boulevard and Mississippi Boulevard.

The Council is asked to consider an updated Port Master Plan for the Port Campus Square district along Coon Rapids Boulevard. A process to prepare a new master plan was conducted over the last year using funds from the City's Brownfields Assessment Grant from the U.S. Environmental Protection Agency. This grant has also been used to conduct environmental assessment work at various publicly and privately owned sites along Coon Rapids Boulevard. The new Master Plan will replace a more conceptual plan adopted in 2010 when the Coon Rapids Ice Center was constructed in Port Campus Square. Stantec, a consultant completing planning, environmental, and engineering work to implement the Brownfields Grant, led the Port Campus Square planning process. A steering committee that included two Planning Commissioners, as well as representatives from Anoka-Ramsey Community College and nearby business and property owners, guided the process.

Port Campus Square is one of the four redevelopment/intensification nodes along the Coon Rapids Boulevard corridor. Because, the Port districts represent important development opportunities for the City, City Code Chapter 11-2800 requires that a Master Plan is adopted for each district. The *Coon Rapids Boulevard Framework Plan,* adopted in 2010, recommends periodic updating of the Master Plans for each Port district. The Master Plan establishes future land uses and relationships, traffic circulation, pedestrian systems, parking plan locations, and examples of building types. Port Campus Square is especially significant since the City owns several acres of land near the Coon Rapids Ice Center and intends to sell much of it for future development. The Family Center Mall, which sits on about 40 acres of land, is also a key redevelopment opportunity should the current owner decide to sell the property. Anoka-Ramsey Community College's long-term plans are another important consideration for the future of Port Campus Square.

The proposed Port Campus Square Master Plan is attached. Overall, the goal of the Master Plan is to use various place-making techniques to establish the area as a unique destination that can attract economic activity. The Master Plan is consistent with the future land uses established by Map L-5, Future Land Uses, in the Comprehensive Plan. Key plan elements and recommendations include:

- Realign the intersection of 111th Avenue and Coon Rapids Boulevard to the east of the current intersection and establishment of 111th Avenue as a high-amenity corridor.

- Construct Boulevard Park in front of the Coon Rapids Ice Center toward Coon Rapids Boulevard.
- Reserve land for a future community center west of the ice arena with the option of structured parking.
- Market the City-owned site southeast of the ice arena for senior housing development after Boulevard Park has been constructed.
- Plan for mixed-use development on the City-owned parcel on the south side of Coon Rapids Boulevard created by realigning the 111th Avenue intersection.
- When the Family Center Mall redevelops, plan for commercial or mixed-use development along Coon Rapids Boulevard and moderate to high-density residential development on the rest of the site.
- Reconstruct Mississippi Boulevard south of Coon Rapids Boulevard to include a roundabout to improve traffic circulation at the entrance to ARCC.
- Improve connections to the Mississippi River by establishing a trail connection and "green corridor" along the south side of the community center and ARCC campus.
- Work with ARCC in the long term to construct parking structures in lieu of surface parking lots on the west side of Mississippi Boulevard and residential development on the east side of Mississippi Boulevard.

Staff recommends adopting Resolution 13-55 to amend Chapter 2 of the Comprehensive Plan to formally adopt the Port Campus Square Master Plan into the Comprehensive Plan. In addition, City Code Section 11-2811 requires approval of both a Preliminary and Final Port Master Plan for final adoption. Staff recommends adopting the proposed Master Plan as both the Preliminary and Final Master Plan. The Planning Commission recommended approval of both the Comprehensive Plan amendment and Preliminary and Final Port Master Plans at its April 18 meeting.

RECOMMENDATION

In Planning Case 13-7**:**

a. Approve the Preliminary and Final Port Master Plans for Port Campus Square.

b. Adopt Resolution 13-55 amending Chapter 2 of the Comprehensive Plan incorporating the future land uses and relationships, traffic circulation, pedestrian systems, parking plan locations, and examples of building types established by the Port Campus Square Master Plan.

Attachments

Port Campus Square Master Plan

Resolution

Port Campus Square Concept Drawing

Location Map

Comprehensive Plan Text Amendment

Coon Rapids
Minnesota

Port Campus Square Plan

Stantec

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This report was developed under Cooperative Agreement No. BF-00E00364-0 awarded by the U.S. Environmental Protection Agency. It has not been formally reviewed by EPA. The views expressed are solely those of the City of Coon Rapids and EPA does not endorse any products or commercial services mentioned.

EPA United States Environmental Protection Agency

February, 2013

Executive Summary

Port Campus Square is one of the four redevelopment/intensification nodes that have been identified by the City of Coon Rapids along Coon Rapids Boulevard. Coon Rapids Boulevard is a major transportation corridor for the city, but over the past few decades has declined in its commercial importance and businesses activity has shifted to the US Highway 10 corridor.

The Port has three primary anchor activity areas:

- The location of the City's new recreation facilities
- The Anoka Ramsey Community College
- The retail development north of Coon Rapids Boulevard

Each of these three areas has historically operated without much influence on the other which has diluted their potential for generating positive change. With the City's recent blight removal efforts and the construction of the ice arena, positive energy for change is growing in the Port.

The Port Campus Square Steering Committee recognized that greater integration of the three areas would be mutually supportive and the plan identifies several ways to strengthen those links with the primary new linkage being a relocated 111th Avenue/Mississippi Boulevard.

A market study was conducted as part of this planning effort and it identified several uses that were viable, but many still face challenges in the marketplace. Therefore, it is key that the Port Campus Square utilize placemaking techniques in order to establish the area as a unique destination that can attract economic activity in spite of the secondary nature of Coon Rapids Boulevard.

Other key plan elements include:

- Improving traffic flow in and around the community college
- Improving the aesthetics of the community college open spaces
- Creating new open space linkages between the recreation core, the campus and the Mississippi River
- Creating opportunities for gateway entrances to the Port in order to attract additional activity from Coon Rapids Boulevard
- Filling in key gaps in the nonmotorized transportation system to encourage Port Campus Square to serve as a hub for the community
- Creating a flexible, mixed use redevelopment plan for the retail area north of Coon Rapids Boulevard that can be phased in over time
- Identification of areas close to the campus suitable for the long term development of housing
- A phasing plan of strategic improvements to facilitate maximizing value capture for future City property sales

Study Purpose and Background

The City of Coon Rapids, with substantial financial support from the US Environmental Protection Agency has been exploring the environmental conditions and redevelopment potential of a number of properties in the Port Campus Square area. A summary of the Port Campus Square environmental assessments can be found in Appendix 1.

The Port Campus Square area is located along the Coon Rapids Boulevard Corridor at the intersection with Crooked Lake Boulevard. Major uses in the project area include the Anoka Ramsey Community College, the City of Coon Rapids' arena and an enclosed mall owned by Trach Properties, Inc. (Figure 1). Coon Rapids Boulevard was historically one of the primary corridors in the community and as such was soon covered with a wide variety of retail uses, including an enclosed shopping mall, big box centers, neighborhood commercial and freestanding retail uses which stretched along the length of the corridor.

However, with the construction of US Highway 10, the Coon Rapids Boulevard corridor's importance as a retail transportation corridor began to diminish. Currently there are approximately 77,000 vehicles a day using US Highway 10, while only 19,000 vehicles a day continue to use Coon Rapids Boulevard in the Port Campus Square area.

For years, retailers have been moving from Coon Rapids Boulevard to the higher volumes of US Highway 10. The most significant of these retail shifts occurred with the construction of Riverdale Village in 1999 at US Highway 10 and Round Lake Boulevard. This large shopping center contains almost 1 million s.f. of retail space, including most of the major suburban chain stores.

The City of Coon Rapids and Anoka Ramsey Community College have completed several plans that provide an important foundation for the Port Campus Square planning effort including the following:

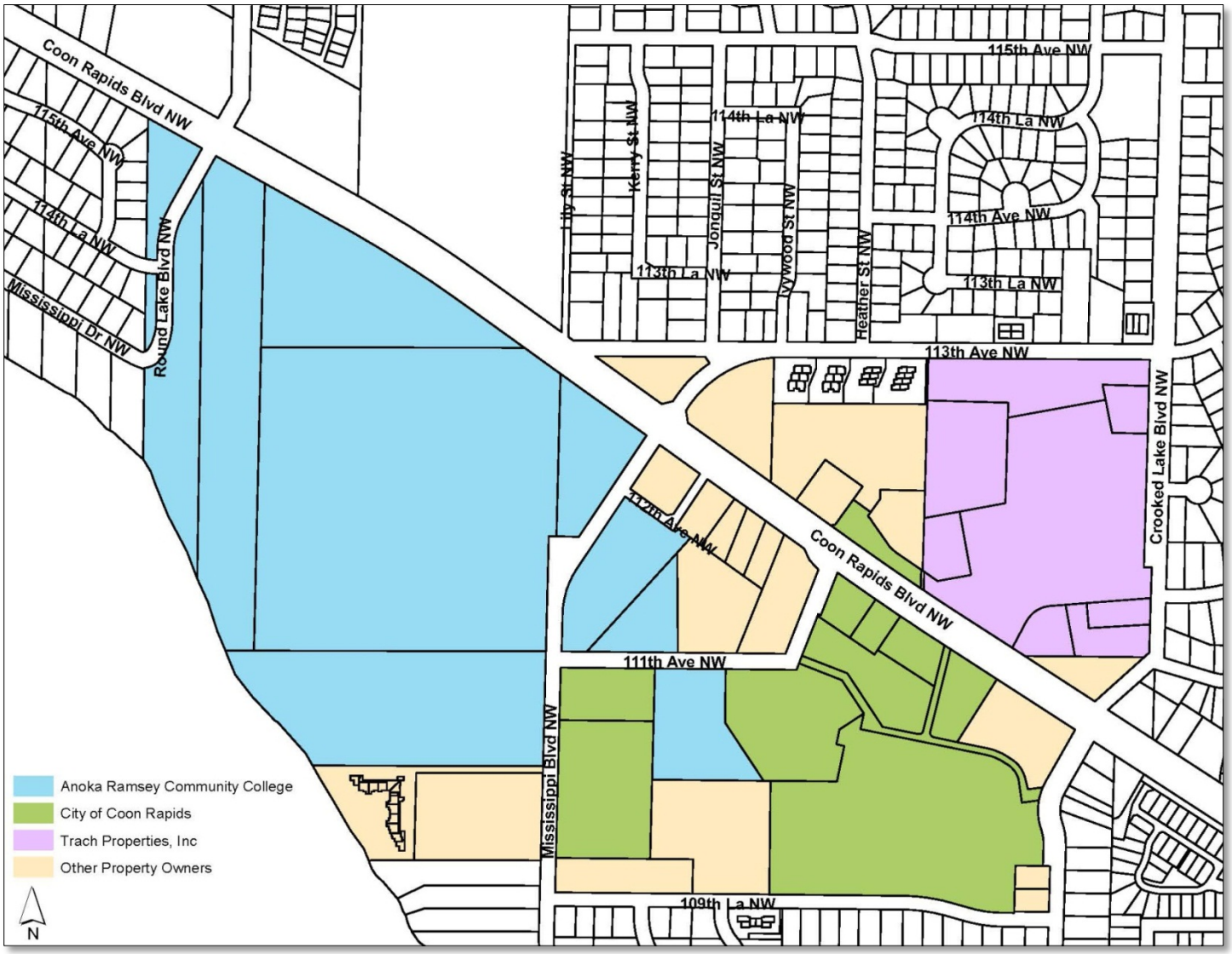
Coon Rapids Boulevard Framework (2000)

At about the same time that Riverdale Village was under development, the City began a review of the Coon Rapids Boulevard corridor to identify issues and set goals for future development. There was extensive public involvement in this framework planning effort.

A key finding of the study was that Coon Rapids Boulevard could no longer compete with the shopping centers along US Highway 10 and would no longer be able to attract large scale retail development. Future retail development on the corridor was expected to be at more of a neighborhood scale.

The study created an overall redevelopment strategy to concentrate activity in four nodes, which were named PORTS for Preservation Or Renovation Tract. Port Campus Square was one of these original

Figure 1: Land Ownership Pattern



ports and so named because it includes the campus of Anoka Ramsey Community College.

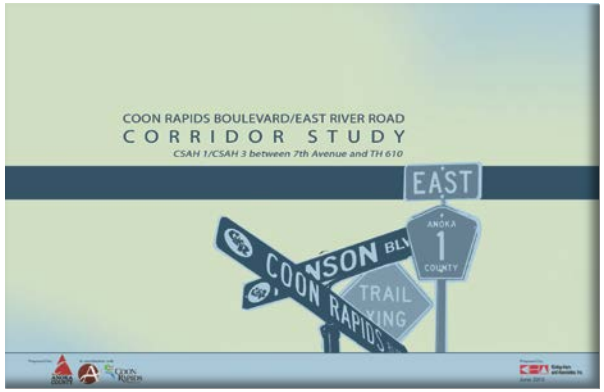
The 2000 Framework included the concept of unified streetscape elements and upgraded architectural standards.

Following the development of the 2000 Framework, key implementation steps were accomplished including:

- The Comprehensive Plan was amended to incorporate its recommendations
- New Zoning districts were developed
- The HRA was strengthened
- Regulations were strengthened regarding outdoor storage and vacant buildings
- Traffic signal painting
- Improvements to the Coon Creek bridge and bike/ped. Bridge
- Encouragement of new private development

These efforts were successful in the creation of 172,000 s.f. of new commercial and office space. In addition, 42 new residential units were developed.

Coon Rapids Boulevard/East River Road Corridor Study (June, 2010)



This corridor study, undertaken by the Cities of Coon Rapids and Anoka, as well as Anoka County, was developed to identify concepts for improving mobility, increasing safety, and enhancing the aesthetics and economic vitality of the corridor.

Public input was provided in several ways including different techniques involving the Technical Advisory Committee, Policy Advisory Committee, local agencies/ organizations, regulatory agencies, residents and business owners.

Overall, the Coon Rapids Boulevard was found to operate at an acceptable level with some isolated segments with reduced travel speed.

Key problems that led to these slowdowns are:

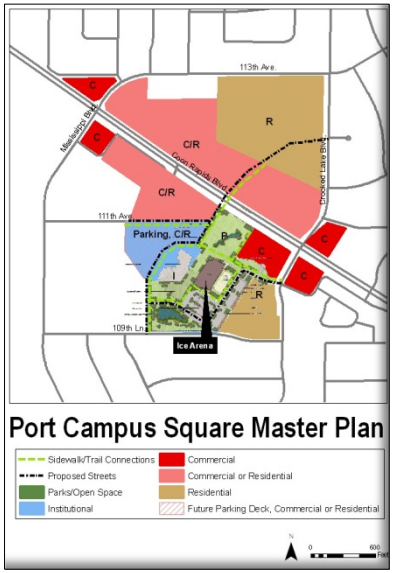
- Close spacing of intersections
- Insufficient roadway width to accommodate dual left turn lanes
- Lack of traffic signal coordination

The Coon Rapids Boulevard/Crooked Lake Boulevard Southbound left-turn movement was discovered to be problematic in the AM peak period and a recommendation was made to add a second southbound left-turn lane.

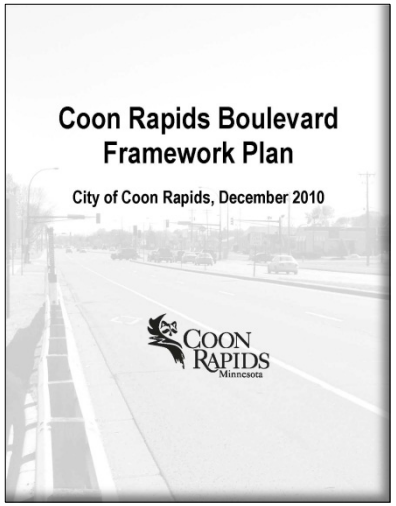
Additional intersection improvements were identified in the 2030 planning horizon at the Pheasant River Drive and Mississippi River Boulevard intersections. In addition, the study identified the 111th intersection as a location to watch once the Community Center plan was implemented.

Port Campus Square Master Plan Revision (August, 2010)

The plans for a new ice arena, park and future plans for a new community center prompted the City Council to modify the Port Campus Square Master Plan. This plan modification included a recommendation to relocate 111th Avenue. In addition, the plan recommended providing opportunity for a residential development on the east side of the Port area, where 109th Lane intersects with Crooked Lake Boulevard.



Coon Rapids Boulevard Framework (December, 2010)



After ten years of implementation, the City decided it was time to have the first regular update of the Framework Plan. This update looked back over the previous decade to examine the impacts of the original Framework Plan as well as consider the changes which were occurring as a result of the US economic recession.

A key finding of the study was that residential neighborhoods were largely stable, with the number households increasing. There was still a population decline in household size eclipsed the increase in the number of households. The decline in household size is a nationwide trend that has been occurring for decades.

The Framework identified that the corridor was experiencing an aging population which generated two recommendations – 1. Efforts should be made to accommodate younger households and 2. Up to 460 new senior housing units should be constructed to support the existing aging population.

Communities often undertake this two pronged strategy in response to aging neighborhoods because it can be difficult to attract younger households if there is not a sufficient amount of housing turnover to provide an adequate variety of housing. This housing turnover stagnation can occur if there are limited options for older residents to move to within the community. Older residents often prefer to age in place rather than leave their longstanding community where they have developed strong attachments.

The 2010 update also saw the confirmation of the projections in the original Framework Plan that Coon Rapids Boulevard retail would weaken. Large amounts of retail leakage occurred over the decade as retailers repositioned themselves in light of the large amount of new retail development along US Highway 10.

The 2010 Framework Plan identified market support for 104,000 s.f. of new commercial through 2014 along the entire length of Coon Rapids Boulevard. It was anticipated that much of this new commercial development would be replacing some gaps in neighborhood scale; basic needs retail as well as replacement of obsolete retail space.

The corridor continued to be anchored by the stable institutional anchors of Mercy Hospital, Anoka Ramsey Community College and the Coon Rapids Dam Regional Park.

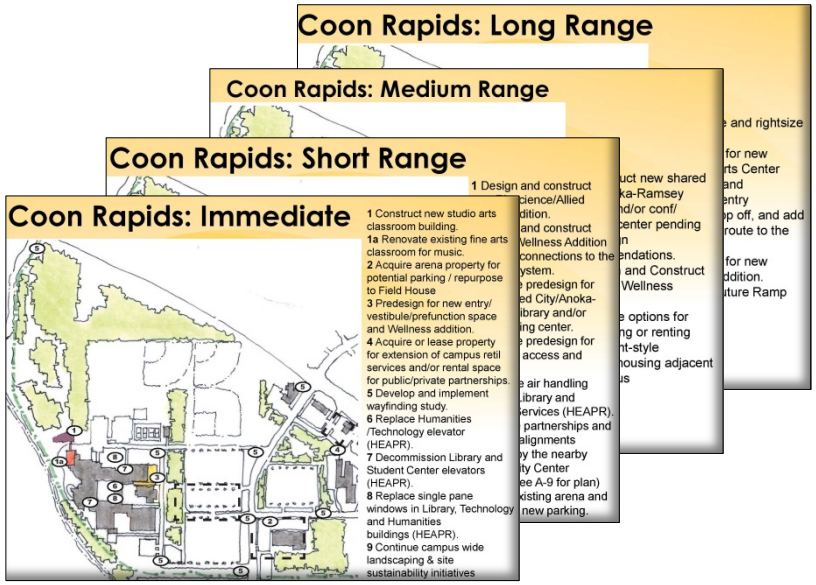
The 2010 Framework update generated several new recommendations related to the Port Campus Square area including:

- The relocation of 111th Avenue and upgrading that relocated intersection to be a primary entrance into the Port
- Reducing traffic flow conflicts on Coon Rapids Boulevard by making the relocated 111th Avenue intersection be the only

intersection between Mississippi Boulevard and Crooked Lake Boulevard

- Redevelopment of the Port Campus Square area for commercial, mixed use and residential uses
- Development of an “institutional character” design

Anoka Ramsey Community College Campus Plan (2010)



Anoka Ramsey Community College was also undergoing a significant planning effort in 2010. The ARCC plan consisted of a series of drawings with recommended campus improvements, divided into four planning time periods.

Immediate projects included:

- Construct a new studio arts classroom building
- Acquire arena property for potential parking / repurpose to Field House
- Predesign for Wellness addition
- Acquire or lease property for campus retail services and/or public/private partnerships
- Develop and implement a wayfinding study
- Continue campus wide landscaping and site sustainability initiatives

Short Range projects included:

- Design and construct new Bioscience/Allied health addition
- Design and construct Phase 1 Wellness Addition
- Create connections to City trail system
- Prepare pre-design for new road access and parking
- Explore partnerships and roadway alignments affected by the nearby Community Center
- Raze existing City arena and construct new parking

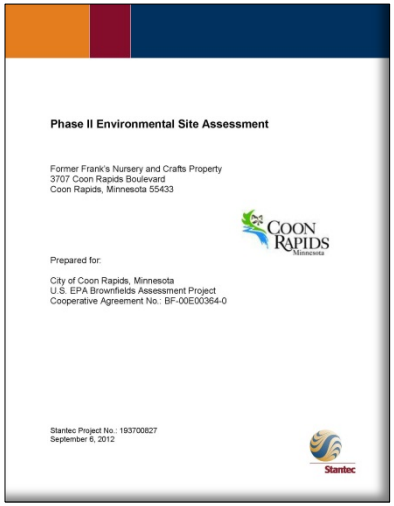
Medium Range projects included:

- Construct new shared City/Anoka Ramsey and/or conference/training center pending predesign recommendations
- Design and construct Phase II Wellness Addition
- Explore options for developing or renting apartment-style student housing adjacent to campus

Long Range projects included:

- Predesign for new Performing Arts Center
- Redesign and reconstruct entry road and drop off
- Add new access road to the north (Pheasant Ridge Road connection)
- Predesign for new classroom addition
- Possible future parking ramp

EPA Brownfield Assessments (2010 – 13)



Phase II Environmental Site Assessment

Former Frank's Nursery and Crafts Property
3707 Coon Rapids Boulevard
Coon Rapids, Minnesota 55433

Prepared for:

City of Coon Rapids, Minnesota
U.S. EPA Brownfields Assessment Project
Cooperative Agreement No.: BF-00E00364-0

Stantec Project No.: 193700827
September 6, 2012

On September 2, 2010, the City of Coon Rapids was awarded $400,000 in EPA Brownfield Assessment Grants for the Port Campus Square and Port Riverwalk locations. This funding source is largely utilized for conducting Phase I and Phase II Environmental Site Assessments. However, the EPA allowed a small percentage of the assessment funds to be utilized for brownfield redevelopment planning with the goal of improving the likelihood of site cleanup and return of the brownfield properties to productive use.

This planning effort will address a range of issues, including planning and development, parking, infrastructure, catalyst projects, phasing and public realm improvements.

Market Research

In May, 2012, Stantec Market Research prepared a market study for Port Campus Square. The full report can be found in Appendix 2.

The market study analyzed the near and long-term redevelopment potential of the Port Campus Square study area and included an analysis of factors influencing demand for new development, such as key site characteristics, demographic and economic growth trends, as well as the supply and condition of commercial and residential real estate markets. The following is a summary of major findings, conclusions, and recommendations contained in this report.

Location Analysis

The Port Campus Square study area was analyzed for its locational strengths and weaknesses as a potential redevelopment area by evaluating regional location, transportation, surrounding uses, visibility, and accessibility.

The Port Campus Square study area is well positioned to attract new development. It has ample land for redevelopment and the introduction of public open space amenities provides a catalyst for new development. There is significant development momentum already underway with the completion of the new Ice Arena, several new retail improvements, and the planned community center/library.

The City's recent property acquisitions have greatly reduced the amount of obsolete and blighted retail space that no longer fit the study area's trade area. The opportunities are very strong for capitalizing on the demand generated by the nearby activity centers of Anoka Ramsey Community College and the Mercy Hospital complex. In addition, the potential to connect to the Mississippi River would introduce a significant amenity that will draw potential residents, shoppers, and small office users.

The biggest barrier to redevelopment in the Port Campus Square study area is making sure that the first projects don't overreach by relying too much on an unrealistic trade area. With the transition of Coon Rapids Boulevard in recent years from a principal arterial to a minor arterial, the market dynamics affecting the study area have changed dramatically. Early redevelopment projects need to respect this change. If they don't and as a result fail to succeed, they could severely impact the long term prospects of the quality and quantity of redevelopment in the study area.

Socio-economic Analysis

As was previously discussed in the City's earlier Framework study, Coon Rapids' population has declined slightly in recent years. This is largely the result of decreasing household sizes due to an aging of the overall population and this phenomenon is not unique to Coon Rapids.

Most communities that have run out of vacant land for development will ultimately experience this cycle where residents age in place, preventing housing turnover and resulting in population decline. The effects of this dynamic are changing market demographics for area retailers and a housing stock that is at risk of deferred maintenance because new, often younger, families are not moving into the area and reinvesting in area homes.

At the same time, communities surrounding Coon Rapids, such as Blaine and Andover, have been some of the fastest growing communities in recent years because of the availability of vacant land that can capture new growth. Therefore, it will be important for Coon Rapids to identify places for redevelopment with which to capture some of the growth occurring nearby.

Retail Market

Stantec analyzed the supply of retail space at the regional and local level in Coon Rapids and calculated demand for a Trade Area that would serve the Port Campus Square study area.

Although the Retail Trade Area has the spending power to eventually support another 68,000 square feet of retail space by 2020, it should be noted that the siting of any additional retail will be dependent on key criteria, such as maximum visibility from highly trafficked thoroughfares, easy access from such throughfares, and a concentration of complementary stores to create a sense of destination.

Another important consideration for retail in the Port Campus Square study area will be the continuation of on-going efforts to renovate and/or remove significant amounts of existing retail space that is either older or poorly positioned for rehabilitation. If this obsolete space is not removed or changed into a different use, it may continue to be a drag on the market by keeping rents low due to excess space.

Retail areas saddled with excess space and the resulting low rents have a hard time finding an ideal mixture of tenants that complement one another, which can be a big barrier to creating a marketable destination or, in other words, a “sense of place.”

Office Market

It is calculated that that the Port Campus Square and Port Riverwalk study areas together could eventually support between 30,000 and 45,000 square feet of new office space based on projected growth in the number of office jobs in Anoka County. Due to the current strain in the office market, though, this demand will not occur until after 2015 or even 2020. More importantly, any demand will be highly contingent on the broader forces affecting competitive nearby office districts at Highway 610 or along Highway 10.

Smaller amounts of office space, though, could be expected to be developed in the near term as part of a mixed use scenario on a tenant by tenant basis (such as insurance agent, tax preparation, etc.) because this type of tenant operates more like a retail use and is not as affected by the overall office market. Moreover, these types of tenants respond more to growth in the local household base than larger economic

forces. Therefore, as the local household base grows, there is potential to fill small office spaces.

The Port Campus Square study area does not have the accessibility and visibility to attract major office users who want to be near highways. However, Coon Rapids Boulevard is a busy, well known thoroughfare that provides good access to local residents and other businesses. This creates a locational advantage for neighborhood level office uses. Furthermore, with the potential to add new retail and other amenities in the form of trails, parks, and other open space, small office users could be attracted to the study area.

In the case of the Port Campus Square study area, there clearly is potential to capture additional demand for medical space that is driven by the expansion of nearby Mercy Hospital although, it is expected that most of the medical space demand would concentrate in Port Wellness due to the hospital proximity.

The Port Wellness area only has about 16,000 square feet of vacant office space and any significant growth would likely require a search for space outside of the immediate vicinity. Under this scenario, the Port Campus Square study area would represent the most likely area for expansion in Coon Rapids. If substantial new construction in the immediate vicinity of Mercy Hospital is initiated, it would clearly limit the need to look for space in the Port Campus Square area.

Rental Housing Market

The current rental housing market is becoming very tight. Vacancy rates have dropped to nearly historic lows. Rents will likely start to increase as a result of this condition. Most newer properties in the Trade Area are achieving rents of between $1.10 and $1.30 per square foot. These current rent levels are probably not enough to support new development without public subsidy. However, most rental properties in the Trade Area are older and do not have many of the amenities and features that renters desire in today's market, so there may be additional, untapped market at higher rent levels. Furthermore, with expected rent increases of anywhere between 5% and 10% in the coming year, this may push the market into a zone that can support new development.

The Trade Area is forecasted to add nearly 4,000 households through 2020 which will undoubtedly create demand for new rental units in the Trade Area. Of course, not all of this demand will be captured in the Port Campus Square study area.

Rental housing does not require the same need for visibility and accessibility as commercial properties. Nonetheless, rental housing does perform better when it is accessible to major highways and transit. Given the benefits of the Port Campus Square and Port Riverwalk study areas being located along Coon Rapids Boulevard and the accessibility that provides, there is potential to capture up to 80 units of new, upscale market rate rental housing through 2020 and another 270 units of moderately priced and subsidized rental housing. If at all possible, any new housing should be situated close to areas

with established amenities, such as stores, shops, personal services, recreation, open space, and trails. However, rental housing that is geared toward younger households can sometimes be a catalyst for new development as younger households are more willing than other target markets to "pioneer" into new areas.

Moreover, with the Anoka Ramsey Community College in the Port Campus Square study area, there is strong potential to support new rental housing driven by a student population. This would be especially true if the community college were to transition into a four-year facility in the near future as has been discussed.

For-sale Housing Market

The overall condition of the for-sale housing market is still battered and bruised. There are small signs that new home construction is picking up in communities with highly reputable school districts. Although the for-sale market has appeared to turn a corner, persistently high unemployment and tremendous oversupply, not to mention the foreclosure situation, is resulting in a very slow recovery. Moreover, any sites in either of the Port Campus Square or Port Riverwalk study areas would likely be condominiums or townhomes as opposed to single-family homes due to the underlying economics of redevelopment. Despite the growing optimism for the single-family market, the market for condominiums in suburban settings is almost non-existent.

Senior Housing Market

Independent Living

Projects that cater to younger, active seniors have been hard hit by the recession due to declining home prices that has reduced this potential customer's ability to sell their current houses. Since this target market is still relatively healthy, the decision to relocate to an age-restricted community has more to do with lifestyle than a need-driven situation. Therefore, in a declining housing market, these households are apt to delay the decision to move until home prices increase.

This is especially true of properties in which there is no continuum of care. Independent living projects that are part of a continuum of care have been able to mitigate the impact of declining home prices by also appealing to those who desire the security and certainty of access to care as they age-in-place. Freestanding facilities, without this continuum of care, have struggled to maintain occupancies, or in the case of newer properties, struggle to absorb units in a timely manner.

The silver living to this grey cloud is that there appears to excess demand relative to supply in the Trade Area and that growth in the overall size of the target market is forecasted to increase dramatically during the next 10 years with the aging of the Baby Boomer generation. Therefore, as home prices begin to rise and target households gain confidence, there will likely be substantial pent up demand among those who are interested in moving, but have simply delayed the decision due to broader housing market conditions.

For appropriate sites in either the Port Campus Square or Port Riverwalk study areas, market demand through 2020 is forecasted to be between 150 and 175 units of independent senior housing. It is recommended that if possible any independent living project be a part of a campus that features higher levels of care to facilitate aging in place. These types of facilities have been consistently outperforming freestanding facilities for some time.

Assisted Living

To some degree, the decline in home prices over the last three years has also affected the assisted living market. For many households, paying for the cost of assisted living is dependent on the sale of a home. Therefore, declining home prices has resulted in many families choosing to pitch-in and help aging parents and grandparents cope with activities of daily living instead of moving them to an assisted living facility. This dynamic has contributed to higher vacancy rates among assisted living facilities, especially in sub-markets where the facility draws primarily from families with modest incomes. However, this situation is usually anticipated to be temporary due to the current recession and eventually give way to a situation of pent-up demand.

For sites in the Port Campus Square and Port Riverwalk study areas, it is anticipated that demand for assisted living through 2020 will be between 50 and 70 units. Moreover, the potential sites in either study area would likely have good visibility, which is important for assisted living because it needs to keep awareness high within its trade area due to higher levels of turnover.

Memory Care

After a period of rapid expansion 8 to 10 years ago, memory care facilities have experienced very strong occupancies in recent years. These facilities have been somewhat buffered from the recession because the level of care needed is often far more than a spouse or other family member can handle even in difficult financial times. Furthermore, new advancements in design and programming have dramatically increased the benefits of living in such environments. In addition, these benefits have raised the awareness of memory loss and reduced its taboo nature, which has resulted in greater market acceptance.

For sites in the Port Campus Square and Port Riverwalk study areas, it is anticipated that the market demand for memory care through 2020 will be 25 and 35 units. *This is not enough demand to develop a standalone memory care facility.* However, it would be a feasible option as part of a continuum of care concept.

Urban Design Analysis

This chapter provides an analysis of current conditions within the Port Campus Square Station area.

Bicycle Access and Connectivity

Developing superior bicycle/pedestrian access to and within the Port Campus Square Area should be a priority goal given the mixture of land uses that are already within and planned for the site. Anoka Ramsey Community College, the ice arena, the future Boulevard Park, the future community center, ball fields, the Mississippi River, senior housing and the future public library are all destinations that are frequently accessed via trail systems when they are available. In addition, the private sector businesses such as Dairy Queen, Cheap Skate, Joe's Archery and Grand Slam appear to also be potential generators of non-motorized trips.

The Port Campus Area is currently served by an existing trail that runs along Coon Rapids Boulevard from Dalia Park to Port Wellness (See City's Trail Plan - Figure 2).

The Coon Rapids Boulevard/East River Road Corridor Study analyzed the trails in the corridor and determined that there are some shortcomings. The trail has some undesirable, unsignalized, at-grade intersections and for a few miles is located in a narrow boulevard strip between Coon Rapids Boulevard and the frontage road.

Other findings in this study included:

- Some of the trails are only eight feet wide
- Many of the ten-foot-wide trails have deteriorated edges which reduces their effective width to only eight or nine feet
- Some of the trail is adjacent to retaining walls which is considered a hazard for users

The City's plan has identified many of these gaps and will be eliminating them over time. In addition, the City plans call for a significant new trail extension connecting the City's recreation facilities and Anoka Ramsey Community College that will provide an opportunity to create a much more functional, recreational and pleasurable trail alternative to the Coon Rapids Boulevard Trail.

Just a little over ½ mile to the east of Port Campus Square, at Dahlia Park, the City has a major North - South trail system, the Middle Regional Trail which has some key missing bridge and tunnel links. When the gaps are filled, the Middle Regional Trail will even provide a connection between Port Campus Square and the residential neighborhoods north of US Highway 10.

Given the City-wide recreational importance of the Port Campus Square area, to the extent feasible, the entire trail system should have as one of its key goals, providing suitable connections to Port Campus

Square. This port could function as a key trail hub for the entire system.

Some of the major bicycle facility improvements to consider include:

- Integration of the new Port Campus Trail extension into the overall project design so that it can provide a high quality experience including connections to key destinations, integration with the natural landscape and improved aesthetics
- Development of a trail on 109th Avenue north of Coon Rapids Boulevard (rather than a sidewalk) to provide a continuous trail connection between the Middle and Mississippi Regional Trails
- Development of a trail connection (rather than a sidewalk) between the eastern endpoint of the proposed Port Campus Square Trail and the western edge of the proposed Dahlia Park Trail extension.
- In areas where trails become on-street bikeways, provide adequate wayfinding so that casual trail users can locate the proper connecting routes between two paved trails. Key on street locations in the Port Campus Square area include:

  The Middle Regional Trail connections between 110th Avenue and 109th Avenue; and 112th Avenue and 115th Avenue

  The Mississippi Regional Trail connections along Pheasant Ridge Drive (to the paved trail on the north fork of the Mississippi Regional Trail) and the connection along Lander Street

- Encourage the provision of generous amounts of bicycle storage at key destinations including the ice arena, proposed Boulevard Park, proposed community center, the Anoka Ramsey Community College and local businesses to promote increased trail usage

Pedestrian Connectivity

The City's existing Sidewalk and Trail plan also provides insight into system sidewalk gaps. Just as the land uses in this Port will generate bicycle traffic, they are also considered to be the types of uses that will generate significant pedestrian traffic.

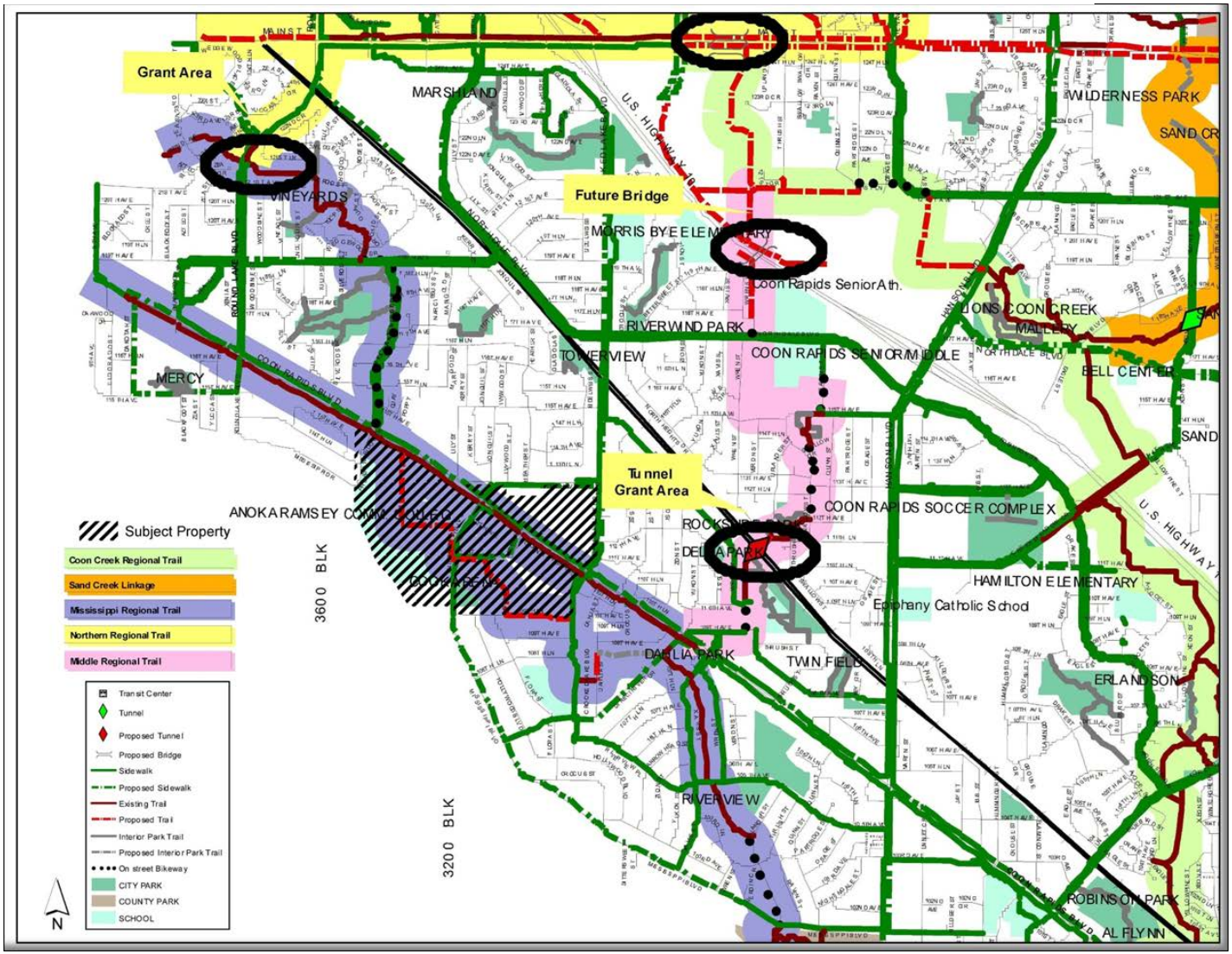
The Coon Rapids Boulevard/East River Road Corridor Study also analyzed the sidewalks in the corridor and determined that the primary shortcoming was that sidewalks are narrow with most being five feet in width. These narrow sidewalk widths are particularly problematic if located immediately behind the curb where they will be effectively narrowed further by snow storage requirements in winter.

Some of the major pedestrian facility improvements include:

- Since Port Campus Square has a large number of pedestrian generating uses, the intersections at Pheasant Drive, relocated 111th Avenue, and Crooked Lake Boulevard should be developed with pedestrian friendly signals and signal timing. Signal timing should take into consideration a high proportion of the pedestrians may be senior citizens and children who require longer crossing intervals.

- Sidewalk gaps exist on the north side of Coon Rapids Boulevard. Ideally, future sidewalks along this busy roadway will be wide and set back from the curb to provide an adequate buffer from traffic, road spray and snow storage.
- The Anoka Ramsey Community College has some sidewalk gaps. Students were observed regularly walking through busy parking lot drive aisles and even gathering in active drive aisles for socializing because of a lack of convenient pedestrian alternatives. Given the intensity of activity in the student parking lots, this is not an ideal situation.
- Additional sidewalk gaps exist between the Anoka Ramsey Community College and surrounding land uses which encourages vehicular use for extremely short trips, such as to patronize the restaurants.
- Other than the Coon Rapids Dam Regional Park on the other end of the City, there is very little public access to the Mississippi River, in spite of Coon Rapids' long shoreline. The Port Campus Square location provides opportunities for public access to riverfront vista points, but since they are undeveloped opportunities, there are currently no sidewalks making these connections.

Figure 2: City of Coon Rapids' Existing Sidewalk and Trail Plan



Vehicular and Parking

The analysis of the overall vehicular access and parking within the Port Campus Square area looked at the previously prepared planning studies to define current street classification, street role within the transportation system, current campus and regional bus routes, automobile ADT's, truck traffic and volumes and hierarchy of intersections.

Historically, there has been an emphasis throughout the project area to accommodate the automobile. This has resulted in wide streets, challenged bicycle and pedestrian conditions and large surface parking lots in front of every use.

The surface parking needs and vehicular conditions at Anoka Ramsey Community College are particularly severe. Due to the nature of a higher education use, the parking lots receive short bursts of peak activity as class change periods occur which can create vehicular backups at stop signs. In addition, there appears to be a shortage of parking at peak periods which creates additional vehicular traffic/conflicts as vehicles search for available parking spaces.

Vehicular connectivity on Coon Rapids Boulevard was analyzed extensively by the Coon Rapids Boulevard/East River Road Corridor Study in 2010.

Natural Resource and Systems

Historically, the Port Campus Square area has been intensively developed with educational and retail uses. Due to this history, much of the Port has been covered in pavement. The exception to this is the large amount of open space between Pheasant Ridge Drive and Mississippi Boulevard as well as a strip of vegetation along the Mississippi River.

The primary natural resource in the area is the Mississippi River. However, this important resource is largely hidden from the rest of the Port Campus Square area.

As the area redevelops, additional opportunities to reclaim natural resource areas and create stronger ties to the Mississippi River will provide an excellent opportunity for placemaking which is a key element in driving demand and value into the redevelopment area.

Opportunities should be pursued to integrate natural resources and systems into dual use systems such as stormwater treatment, trail systems and streetscapes.

Existing Land Use and Guidance

The Port Campus Square area was rezoned to Port District Zoning as part of earlier planning efforts. The Port District is a flexible, mixed use district encouraging compact, high quality development around a unified theme or master plan.

Character Districts

The Port Campus Square area is divided into three main districts, roughly corresponding to each of the three main property owners (City of Coon Rapids, Anoka Ramsey Community College and Trach

Properties, Inc. Each of these areas has different goals for future development and therefore very little competition for future uses is anticipated.

All three character districts operate somewhat independently at present, with very little physical or psychological connections between them. All three character districts are challenged to some degree with trying to redefine their identity in a more positive light to facilitate future growth and value.

Civic District

The Civic District is the area roughly corresponding to the City land holdings. In recent years, this has been the district providing the most energy and activity to catalyze future development. This has come about through strategic acquisition and removal of obsolete retail buildings and replacing them with high quality public uses such as the existing ice arena, the proposed community center, the proposed Boulevard Park and the proposed library. Although public uses dominate this district, there are opportunities for future private development as well, particularly when structured parking is introduced, which will free up large amounts of required surface parking.

Recreation, signature architecture and quality open spaces are key themes for the Civic District. It is expected that this character district will serve the entire community, from youth to senior citizens. In order to serve the broadest representation of the community, facilities will likely be designed with maximum flexibility, utilizing multiple purposes as much as possible.

The Civic District is the key gateway to the Port Campus Square area with its highly visible location near the crossroads of Coon Rapids Boulevard and Crooked Lake Boulevard.

Education District

The Education District is the campus of Anoka Ramsey Community College. The character of the campus is focused on a series of closely spaced buildings which facilitates the movement of students. The key positive influences on district character are largely architectural with an emphasis on interior building areas.

Exterior areas in this character district are largely functional in nature with few unifying themes or focal elements. The Education District's character is dominated by large parking lots which are designed to maximize their vehicular functional purpose, but contain few, if any amenities.

The community college site is situated on a signature location overlooking the Mississippi River. There are some good connections to the river, but these are largely limited to or accessed through the main buildings.

The Education District is mostly invisible from Coon Rapids Boulevard due to the large setback from the street and the natural screening from the forested area. In order to minimize the negative impacts of this situation, special attention should be given to the gateway locations at Mississippi Boulevard and the future Pheasant Ridge Drive entrances.

In addition, these gateways should be linked through entrance roadway design leading up to the core campus area. At the core campus area, common design elements could then be utilized in flexible, multi-use plazas or open spaces, ideally culminated in additional river connections.

North Port Campus Square District

The North Port Campus Square District consists of the properties north of Coon Rapids Boulevard. The district character is largely defined by aging suburban retail, anchored by the Family Center Mall. In recent years, there has been some retail reinvestment on the western edges of this character district, although, in general, the character of this district still appears to be one of a retail area in decline.

Planning Foundation

Previous Planning Efforts

As outlined earlier, the Port Campus Square and Coon Rapids Boulevard have been the subject of several significant planning efforts since 2000. This plan recognizes the earlier planning efforts and is intended to be compatible with this existing planning foundation, not replace it.

Planning Process

The Port Campus Square planning process was centered on a Steering Committee that represented key stakeholders including the following:

- Anoka Ramsey Community College staff
- City of Coon Rapids staff
- City of Coon Rapids Planning Commission
- Key private landowners
- Residents

The Steering Committee provided input utilizing several techniques to identify opportunities and constraints and also reviewed the market study and multiple draft concept plans, before selecting the preferred alternative.

In addition, the preferred alternative concept plan was presented to the public in an open house format to gather additional comments and suggestions.

A summary of all of the Steering Committee and Public input is contained in the Appendix.

Design Principles

The design principles working in concert with the goals and objectives serve as the foundation on which the Port Campus Square plan and recommendations are based. These design principles have been derived through the planning process and common tenets for livable communities. These principles are essential to create a vibrant, safe, comfortable, pleasant and pedestrian-friendly atmosphere and promote renewed redevelopment interest and vitality for the area.

Through the planning process, it was determined that although there are currently three distinct character districts, the overall goal of the Port Campus Square plan is to improve the connections between these character districts so that they work together to support each other. The three character districts are three legs of the same stool.

Many of the design principles presented in this chapter strive to form a positive image of the Port Campus Square area through improvement of the public realm and streetscape. The design of parks and open space, street corridors, sidewalks, signs, landscaping, streetscapes, and

the interrelationship between differing land uses shape the public realm.

Define a Framework & Hierarchy of Vibrant Public Spaces and Linkages

- Provide flexible parks, open spaces and plazas for a variety of uses to attract visitors from throughout the community
- Create pedestrian friendly linkages among all three character districts
- Create bicycle friendly linkages between the Port Campus Square area and the broader community
- Use high quality public sector investments in facilities and infrastructure as a catalyst for private sector development
- Treat streets as part of the public realm system, not as barriers
- Accommodate alternative forms of transportation throughout the study area
- Balance vehicular, bicycle, and pedestrian needs

Encourage Compact Mixed-Use Developments

- Place new buildings to reinforce public realm, open spaces, and pedestrian accessibility
- Reinforce a compact urban development pattern through proper placement, alignment, and building proportions
- Promote design excellence as the foundation of a successful and healthy community
- Plan a level of development intensity to facilitate redevelopment economics

Foster Environmental and Economic Sustainability

- Include green infrastructure components such as urban forest, stormwater Best Management Practices (BMP's), and other Low Impact Development techniques within the public realm where feasible
- Encourage people to walk, bike, and use public transit to reduce traffic congestion, protect the environment and encourage physical activity
- Extend the natural attraction of the Mississippi River through complimentary linear green infrastructure components
- Identify improvements and projects designed to drive additional value into the properties in Port Campus Square in order to catalyze private sector development

Plan Elements

Port Campus Square Framework Plan

The following recommendations will be applied to create a safe, comfortable, pleasant and pedestrian-friendly environment that improves the interconnection between character areas and adds to the economic vitality of the Port Campus Square area.

These guidelines are intended to guide future public realm and private sector design decisions so that it creates an attractive setting for the students, residents, and businesses that make up the diverse uses of the Port Campus Square area. It will establish a visual image that is flexible, sustainable, distinct, appealing and comfortable.

The primary components of the Port Campus Square area plan include:

- Land use
- Built Form
- Open Space/ Public parks and plazas
- Pedestrian, Bicycle and multi-modal connectivity
- Green Infrastructure
- Public Realm and Streetscape Improvements

Civic Character District Elements

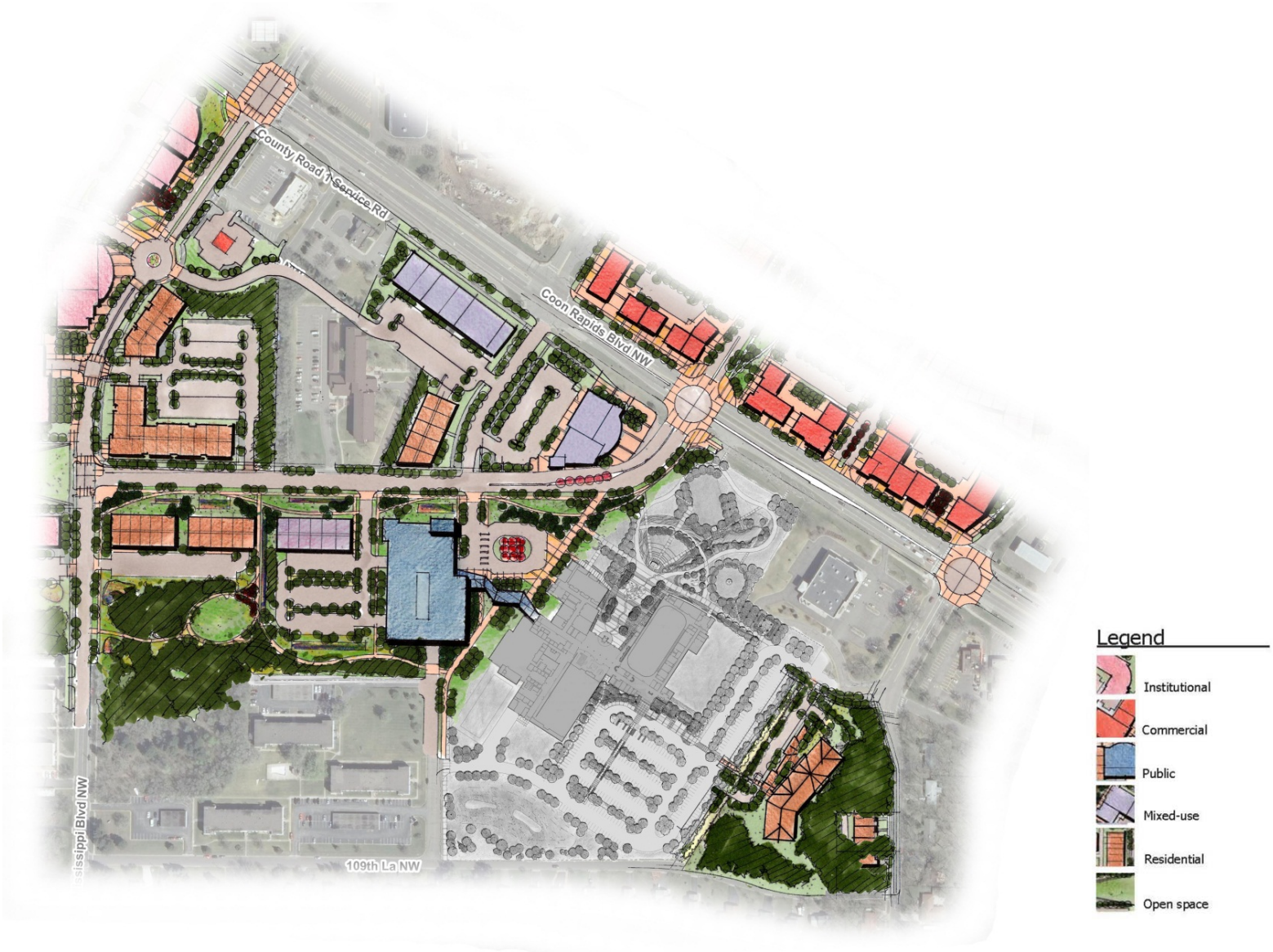
The Civic District is the key catalyst for change in Port Campus Square (Figure 3). The City of Coon Rapids has been proactively acquiring obsolete retail properties, removing their blighting influence and redeveloping the properties. These efforts have begun to change the impression of Port Campus Square and generating some catalytic energy for change.

The Civic character district is anchored by the existing ice arena and incorporates the plans for the proposed community center and Boulevard Park. The plans for the three recreation facilities, when completed, will provide key iconic buildings to serve as a beacon for the Port. One element that will particularly stand out is the greening of the Coon Rapids Boulevard frontage. Moving the large parking fields away from the street will provide a positive contrast with the historic pattern of lining Coon Rapids Boulevard with parking lots.

111th Avenue

Besides the recreation facilities, the most important design element of the Civic Character District is the relocation and reconstruction of 111th Avenue. 111th Avenue (along with Mississippi Boulevard) forms the spine that connects all three character districts. The 111th

Figure 3: Civic Character District



Avenue/Coon Rapids Boulevard intersection is also the primary gateway location for Port Campus Square.

Due to its critical importance to all three character districts, the design of this spine roadway will be key to defining the Port's aesthetic qualities. The streets should be designed as an interconnected network of human-scale outdoor rooms in which the safety and comfort of pedestrians and bicyclists is priority. The main purpose of streets is to let people move about, and every street should provide safety, convenience, and comfort for pedestrians and bicyclists.

- Rights-of-way should be generous, with sufficient space to accommodate motorized and non-motorized transportation comfortably.
- Landscape design themes should relate to the natural environment, particularly the relationship to the Mississippi River and the future Boulevard Park. Sustainable stormwater solutions and other green infrastructure can be very effective in this regard.
- Streetscape design and elements should be coordinated to maximize ecological, economic, and social benefits while creating a contextualized sense of place.
- Streetscape layouts should emphasize wholeness: the layout should focus on the entire block (s) rather than piecemeal and consider the larger context of the urban pattern and design and function of the street as a public space.
- The 111th Avenue/Mississippi Boulevard should maintain a consistent theme, but not be so rigid that the design becomes monotonous. Bump outs, introducing curves to trails and sidewalks, clustering ground level plantings, and introduction of street furniture can all be effective techniques to meet this goal.
- Allocate wisely within the limited space of the ROW: define the right proportions, unique spaces, and appropriate amenities to create a comfortable, inviting and memorable space where people want to spend time.
- The intersection with Coon Rapids Boulevard should be designed with gateway features and consideration of pedestrians of all ages. These concepts should be reflected in signal timing, pedestrian refuge areas, lighting, and streetscape amenity.

Civic Character District Land Uses

In addition to the public recreation uses that were previously discussed, the Civic Character District illustrates the following uses:

- The existing Walgreens on the corner of Coon Rapids Boulevard and Crooked Lake Boulevard. This use should be considered in the design of the proposed Boulevard Park and community center so that it appears to be an integral part of the Port Campus Square development and not an isolated, out of place, use.
- A new, multi-family use east of the ice arena. The plan anticipates the most likely scenario would be a senior housing development. As with the Walgreens site, there is the

potential for this site to feel separated from the rest of the Port if access points aren't integrated into the rest of the Port development and if buffering between the residential use and the rest of the Port is excessively heavy.

- A new library. The Anoka County Library staff have indicated that the preferred location is on the first floor of the community center due to their operational needs.
- A mixed use building. At the Southwest corner of the Coon Rapids Boulevard and 111th intersection is a mixed use building that would be a suitable location for neighborhood retail, service and/or office uses.

  The massing and architecture of this building carries more importance than in other locations due to the high visibility of this location adjacent to the key gateway intersection. Massing should be focused on the east side of the lot to provide an iconic, gateway view and to properly frame the intersection. Ideally, this structure would include more than one story construction so that it is not overwhelmed by the wide Coon Rapids Boulevard right of way and nearby City building massing.

  Parking for this building should be to the side or rear of the building so that it is not the primary view for motorists on 111th Avenue or Coon Rapids Boulevard. Shared parking with adjacent uses is recommended.

- A second mixed use building. To the west of the previous mixed use building, along Coon Rapids Boulevard is a mixed use building that would likely be a commercial use. Key design concepts for this use include providing access through adjacent parcels so that it is not necessary to use Coon Rapids Boulevard for trips within the Port Campus Area. A new service road is anticipated between Mississippi Boulevard and 111th Avenue. The building massing is concentrated along Coon Rapids Boulevard so that the parking is not the primary view. In addition, if the building is located in that position, it will also provide a partial screening of the parking lots which serve nearby uses. Shared parking with adjacent uses is recommended.
- A new multi-family development site is shown immediately east of the existing age restricted housing along 111th Avenue. Shared parking with adjacent uses is recommended.
- The development of a new "green corridor" between the community center and the Mississippi River along the southern edge of the Port Campus Square District. This area should be designed for multiple purposes for the public and Anoka Ramsey Community College as well as providing an amenity for the surrounding residential neighborhoods to the south. Design themes should reinforce the Port's proximity to the Mississippi River.
- The remaining redevelopment areas that are shown immediately south of 111th Avenue and east of Mississippi Boulevard are longer term redevelopment uses. In the short term, these properties will likely be necessary for surface parking for the community center and Anoka Ramsey Community College. As the development intensity of the Port

grows over time, the plan anticipates the addition of two parking structures that will free up these interim parking lots for additional redevelopment.

Education Character District Elements

The Education Character District is the existing Anoka Ramsey Community College Campus. The plan for this area has several key objectives:

- Improve the exterior areas of the campus so that they are attractive, functional, safe and supportive of the educational mission, particularly as the institution considers moving to an expanded educational mission
- Enhance the appearance and access to key Mississippi River vistas
- Provide increased visibility for the campus from Coon Rapids Boulevard
- Address existing traffic concerns on Mississippi River Boulevard
- Increase the connections and dual use potential between the campus and the City's facilities

Mississippi Boulevard

Just as 111th Avenue is critical for the Civic Character District, Mississippi Boulevard is critical for the Education Character District (Figure 4). The same design sensibilities discussed in regards to 111th are also applicable to Mississippi Boulevard.

Currently Mississippi Boulevard experiences significant backups at peak class change hours for the community college. These backups are common in areas with short bursts of vehicle turnover and are difficult to manage with stop sign controlled intersections. The plan proposes the introduction of a roundabout into the design of Mississippi Boulevard to address this problem. Roundabouts are particularly effective in similar situations because they allow a free flow of traffic in and out of a facility in both directions which minimizes peak delays. The center of the roundabout could also provide a key gateway treatment opportunity for the area.

As with 111th Avenue, pedestrian scale lighting should be provided to encourage non-motorized traffic and a sense of security for pedestrians. Along Mississippi Boulevard, it may be desirable to choose a design which allows the addition of banners which could be used by the community college to further extend its reach to Coon Rapids Boulevard and give Mississippi Boulevard the feel of a grand entrance to the community college.

Pheasant Ridge Drive

The plan also identifies a new access point for the community college at Pheasant Ridge Drive. This access drive will be secondary to the Mississippi Boulevard entrance due to its more reserved setting, nestled in between a low density residential neighborhood and the community college's woods.

The addition of Pheasant Ridge Drive will relieve some of the peak vehicle pressures on Mississippi Boulevard, create a convenient access

Figure 4: Education Character District

to a key river vista site, and provide convenient access for the adjacent residential neighborhoods to access Port Campus Square amenities without entering Coon Rapids Boulevard.

Education Character District Land Uses

The Education Character District is the district that has provided the most stability in the Port. Anoka Ramsey Community College's plans call for several building expansions or new building construction. This plan identifies the opportunity to use these future buildings to address some of the challenges in the area, particularly the feeling of isolation that separates the community college from Coon Rapids Boulevard and the rest of Port Campus Square.

The Education Character District illustrates the following uses:

- There is currently a Professional Training Center at the key gateway location for Anoka Ramsey Community College. This building should be evaluated to determine if it could be expanded or replaced in a manner that would make it a more iconic gateway feature for the campus.
- Another key gateway location is at the southwest corner of the roundabout intersection which serves as the front door to the core campus area. The plan illustrates the campus' proposed new performing arts center at this location. This is an attractive use for this location because performing arts centers can be iconic buildings; the location would be easily identifiable for public patrons who might not be familiar with the rest of the campus; and the use is unique and therefore will likely not be as disruptive when separated from the existing campus core.
- Immediately west of the performing arts center is another new campus academic building. The new campus building will assist in bridging the distance between the performing arts center and the academic core.
- To the south of the performing arts center is a new parking structure that is the key to the implementation of the rest of the development in this district. The parking structure allows the reclamation of large amounts of property that is currently occupied by surface parking. In order to facilitate development in advance of the parking structure, temporary surface parking uses could be provided on the redevelopment sites northeast of the Mississippi Boulevard/111th Avenue intersection (shown with multi-family uses in the long term scenario). The design of the parking structure needs to consider its impact on the aesthetic goals for the area, particularly as it will share a large border with the proposed new "College Green".
- Additional new academic building sites are illustrated on the south side of the "College Green".
- The plan calls for an enhanced treatment of open space on the campus. The "College Green" provides a traditional educational open space for use by students and to enhance marketing for new students. The "College Green" is located at the terminus of 111th Avenue in order to provide an impressive entry vista point.

- Preservation of the area just south of the existing campus core for the creation of a new, vista location for the Mississippi River. This vista location would be connected to the enhanced open space corridor that leads to the community center.
- To the northwest of the academic core, the plan shows another vista location that could be suitable for a public conference center or similar use that would benefit from the scenic location and improved access via Pheasant Ridge Drive. This use could involve integration with a specialty hotel or restaurant that would not be as reliant on visibility from Coon Rapids Boulevard.

North Port Campus Square Character District Elements

The North Port Campus Square Character District is almost entirely in private sector ownership and therefore is heavily dependent on the private real estate market for revitalization. Some private sector revitalization has occurred on the western edge of the site, but the overall impression of the North Port Campus Square area is still uncertainty or decline. The dominant land use on the site is an aging enclosed mall which is a very challenging retail use in recent years. As retail trends have changed over the last three decades, smaller enclosed malls have struggled and that trend has been accelerating in recent years with the recession. This is a national phenomenon and very few small malls have avoided its impact. Even small malls in prime locations have struggled, let alone one on a corridor transitioning away from large scale retail.

Some recent examples of other small malls in the Twin Cities:

- Apache Plaza Mall in St. Anthony closed and was redeveloped as Silver Lake Village
- Four Seasons Mall in Plymouth is largely vacant and has been purchased by Wal-Mart
- Oakdale Mall in Oakdale has recently been purchased and is in active redevelopment by the City of Oakdale
- Brookdale Mall has been largely redeveloped into a Wal-Mart
- Rosedale Commons (immediately north of Rosedale Mall) has just completed an extensive demalling of its enclosed mall
- Crossroads Mall (also immediately north of Rosedale Mall) has closed its interior mall and is actively attempting a demalling and repositioning

The future of the existing mall also creates uncertainty in the marketplace because, as the market studies have shown over the past 10+ years, there is likely not a single land use that has enough demand to redevelop the large site on its own.

At the same time, as a private property that currently still has active tenants, the timing of redevelopment of the existing mall will be dependent upon market forces. When redevelopment does occur, one of the challenges and uncertainty for the ownership will be determining how new uses can be brought in that can support the underlying cost structure of redevelopment. Phasing could also be a challenge given the lack of market depth.

Figure 5: North Port Campus Square Character District

To address these concerns, the following strategies were employed in the planning process:

- Provide a vision for the future of the site that can be introduced and tested in the marketplace
- Build the vision on a sound market foundation
- Create a plan that is flexible to respond to changing market conditions, during what could be an extended redevelopment process
- Create a plan that can be phased in without immediate destruction of income producing properties

North Port Campus Square Character District Land Uses

The plan identifies a mixed use future for the North Port Campus Square area (Figure 5). A mixed use scenario was selected because it is not reliant on locating enough demand for a single use category to absorb this large amount of land. The property can absorb smaller amounts of demand from several real estate categories which should lead to quicker and more profitable redevelopment. In addition, a compact mixed use strategy is supportive of the types of uses planned for the other two character districts.

The planned layout for this area is a modified grid street pattern. This sort of pattern supports pedestrian-oriented development and mixed use development well, but was also selected because it is one of the most flexible development patterns. If the market for one use is stronger than originally anticipated, it is a relatively simple process to extend that use to another grid. If a large user is secured, multiple grids can generally be combined to accommodate a larger user without greatly impacting pedestrian and vehicular traffic flow.

The size and location of the blocks could enable a phased redevelopment scenario that could improve project economics and cash flow. For instance, substantial redevelopment could occur north, west or potentially east of the existing mall without requiring the destruction of any substantial income producing property in the short term.

Since current market conditions imply that a large user may be difficult to obtain for this site, it could be challenging to achieve redevelopment momentum without a catalyst project. Therefore, the area was planned with the assumption that the catalysts for development would occur south of Coon Rapids Boulevard.

Key catalysts for this area include:

- The relocation of 111th Avenue
- Enhanced gateway elements at 111th Avenue and Coon Rapids Boulevard
- Development of the Boulevard Park property north of the ice arena
- Extension of the “green corridor” concept along 111th Avenue to extend key design themes and build stronger bonds between this area and the Civic Character District and ultimately, the Mississippi River

The land uses illustrated on the plan are projections of the most likely scenario given anticipated market conditions. As mentioned earlier, the design anticipates flexibility of use in this area.

The Education Character District illustrates the following uses:

- The Coon Rapids Boulevard frontage identifies neighborhood scale retail uses in this area. Key design elements include the use of interconnected, shared and partially obscured parking lots with building massing brought forward toward Coon Rapids Boulevard. Because Coon Rapids Boulevard is a very wide corridor, height should be encouraged for buildings that front on the corridor to avoid overwhelming the massing.
- To the north of the retail uses are mixed use buildings. If the retail uses experience strong demand, they could become additional retail space. Otherwise, they would be suitable for office, residential or even vertical mixed use concept.
- North of these uses, the land use transitions to residential uses quickly due to the lack of projected depth in the commercial use categories and in order to transition towards the existing residential uses north and east of the Port.
- The Crooked Lake Boulevard frontage identifies an increased setback from the roadway and development of an enhanced pedestrian connection. This area serves multiple purposes including extending enhanced aesthetics to Crooked Lake Boulevard; providing a comfortable and pleasing pedestrian connection for existing residential neighborhoods to access the Port destinations; and providing an increased buffer area as the residential development density steps down to the low density residential on the east side of Crooked Lake Boulevard.

Figure 6: Port Campus Square Plan

General Plan Elements

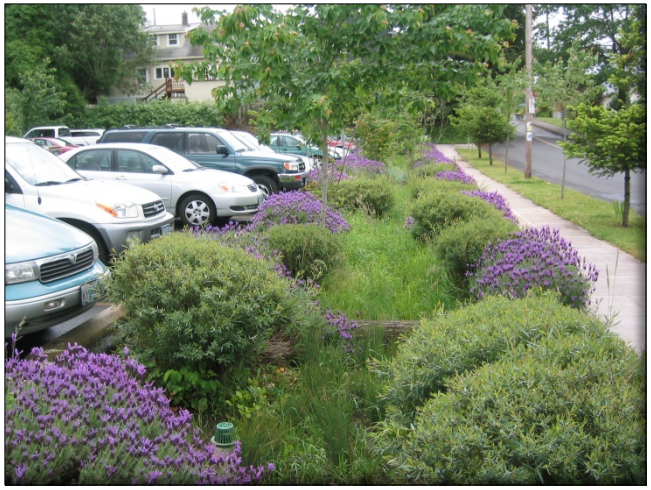
Although each character district has unique attributes that will need to be accommodated in the design process, there are many elements that are common to all character districts. These common elements are important because they form the bonds that bring these three character districts together in a mutually supportive way. This improves overall function and drives value throughout the entire Port.

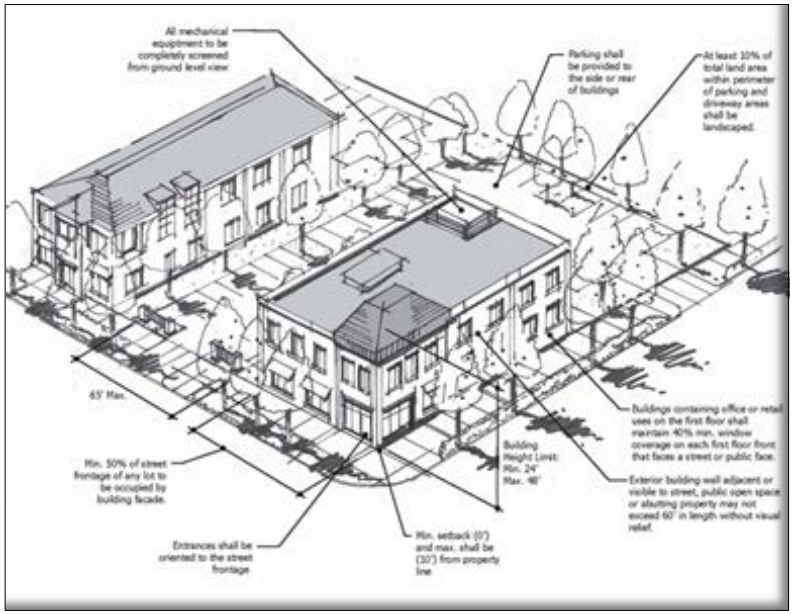
Built Form

The placement, scale and character of buildings is one of the most important components of the built environment that will shape the different street corridors and determine the long term success as an attractive destination with strong businesses, human scale, vibrant neighborhoods and an attractive place for investment. The primary objective is to promote design excellence in all aspects of the Port and to design new development to fit into its surroundings with building massing and architecture. The intent is to reinforce a compact urban development pattern with well-designed, attractive, functional, safe buildings that reinforce a distinct identity for the Port Campus Square Area.

- Encourage buildings fronting low density neighborhoods to step down in order to be compatible with the neighborhood's scale.
- All new or redeveloped sites within the district should include mandatory streetscaping

- Buildings should be sited to support good connectivity to all destinations within the Port
- Define guidelines and standards for site design, building massing, façade treatments, building materials, signs and sustainable design practices.
- The setback between buildings and the sidewalk should be designed to enhance the pedestrian experience, whether setbacks are attractive landscaped yards that provide privacy for building occupants or shopfronts at the sidewalk that display merchandise to passing pedestrians. No cars, parked or moving, should be placed between the sidewalk and the buildings if other alternatives are available.
- Implement maximum building setbacks or build to lines along key street frontages
- Locate buildings to minimize the length of pedestrian travel between high frequency uses
- Any setback between buildings and the sidewalk should be designed to enhance the pedestrian experience.
- Develop guidelines for streetscape improvements on private property. These improvements should include parking lot buffers, clearly defined building entries, streetscape furniture and stormwater management BMPs
- Orient building entrances to streets or public plaza areas
- Loading, garbage handling, utilities and other "back of house" activities should be carefully designed so they are screened and do not disrupt the pedestrian experience
- Articulate building facades to human scale





Placemaking

This framework plan responds to the unique character and qualities of the Port Campus Square area and overlays new improvements, streetscape enhancements, opens spaces/public parks, redevelopment opportunity sites, pedestrian and bicycle connections, and stormwater management systems to foster a genuine and memorable place.

Improvements within the project area should focus on the creation of a high-quality development that will balance the needs of a wide range of users and accommodate pedestrians, cyclist, transit and vehicular movements.

Placemaking is particularly critical along secondary transportation corridors (such as Coon Rapids Boulevard) if they are to attract customers and visitors from beyond the immediate neighborhood. This is because the "place" that is created must be special and unique enough to provide a compelling reason for visitors to pass more convenient areas that might offer similar products and services.

Port Campus Square has a placemaking advantage in that it already contains some significant, unique, anchor uses in the recreation and community college uses. Other elements of placemaking:

- Placemaking should strive to make areas fun. Whimsical design elements can be very effective.
- Create animated public spaces.
- Balance public areas for active uses with more quiet and peaceful areas for relaxation.

- Consider the impacts of light and shadows.

- Design spaces for a wide cross section of the community including the elderly, children and the physically impaired
- Consider personal safety when designing pedestrian routes and public spaces. Adequate visibility maximizes natural surveillance.
- Visible security measures can increase feelings of insecurity and therefore should be integrated into the design so they are ornamental in nature.
- Make sure that public areas are programmed so that they serve as activity centers.
- Provide design elements that serve as both aesthetic elements and locations for seating.

Pedestrian, Bicycle and multi-modal connectivity

One of the important objectives defined in the planning study is to make the Port Campus Square area as interconnected, comfortable and accessible to pedestrian and bicycles as possible. Walking and biking to many are preferred modes of transportation and a major force for fostering a livable community. This plan promotes a safe and inviting pedestrian and bicycle experience to and from the Port through the use of pedestrian scaled streetscape treatments and by strengthening the connections between nearby points of interests, neighborhoods, trails and open spaces. Street and streetscape improvements will play a large role in improving the public realm and the environment for pedestrians.

- Improve intersections to provide safe and accessible areas for pedestrian and bicycle crossings. These intersections should include alternative paving materials, improved signalization, signage and other traffic calming techniques.
- Close key gaps in the sidewalk and trail system as discussed previously. Establish Port Campus Square as the key hub in the City's trail system.
- Provide a minimum of 8'-0" wide sidewalks throughout the Port where feasible
- Incorporate streetscape elements such as street trees, planters, monuments, public art, kiosks and benches to create a more inviting and comfortable pedestrian environment and promote more pedestrian activity.
- Sidewalk bump outs are recommended where possible to decrease cross walk distances, moderate vehicular speeds,

provide more sidewalk space for large numbers of pedestrians waiting to cross streets, and to define parking

- Improve connections at the edges of the Port areas to facilitate bicycle travel to adjacent neighborhoods, the broader community and regional bicycle facilities.
- Include provisions for bicycle facilities and improved infrastructure as redevelopment occurs. This may include bicycle racks, bicycle lockers, and/or other amenities to promote bicycle circulation to and from the Port.
- Provide adequate wayfinding in areas where trails move onto streets to ensure bicyclists can locate where the next trail head is located.
- Encourage centralized bicycle parking (such as on-street bicycle corrals) at convenient locations for bicyclists to park their bikes and walk to places throughout the Port. This new bicycle parking should be located in close proximity to open spaces/ parks, and new redevelopment areas, adjacent to the recreation areas and near bicycle corridors.

Green Infrastructure

- Green corridors should be developed throughout the Port, particularly along the Mississippi Boulevard/111th Avenue spine road, along the southern edge of the Port and along the west side of Crooked Lake Road. The green corridors should be developed with street tree plantings, sustainable infrastructure projects, and streetscape enhancements.
- Enhance the "urban forest" with trees, understory plantings, and above ground planting areas
- Define opportunities for stormwater management including BMPs and integrating artistic elements in stormwater management

Streetscape Elements

The combination, quality, function and scale of the streetscape elements have a great deal to do with shaping the character and identity of the Port Campus Square area. Prior to defining specific streetscape elements, consideration should be given to the following streetscape design & implementation steps:

- Define program, theme, and components
- Create an advisory group or sub-committee to guide the creation of a streetscape plan and the design of each component
- Define costs, budget, and funding sources
- Define maintenance expectations, strategy and funding sources
- Design components to meet budgets, phasing, and maintenance requirements
- Prepare interim and long term plans and "Kit of Parts" or design manual to guide future phases
- Prepare design development and construction documents as needed by phase.
- Coordinate with Public Works and redevelopment projects

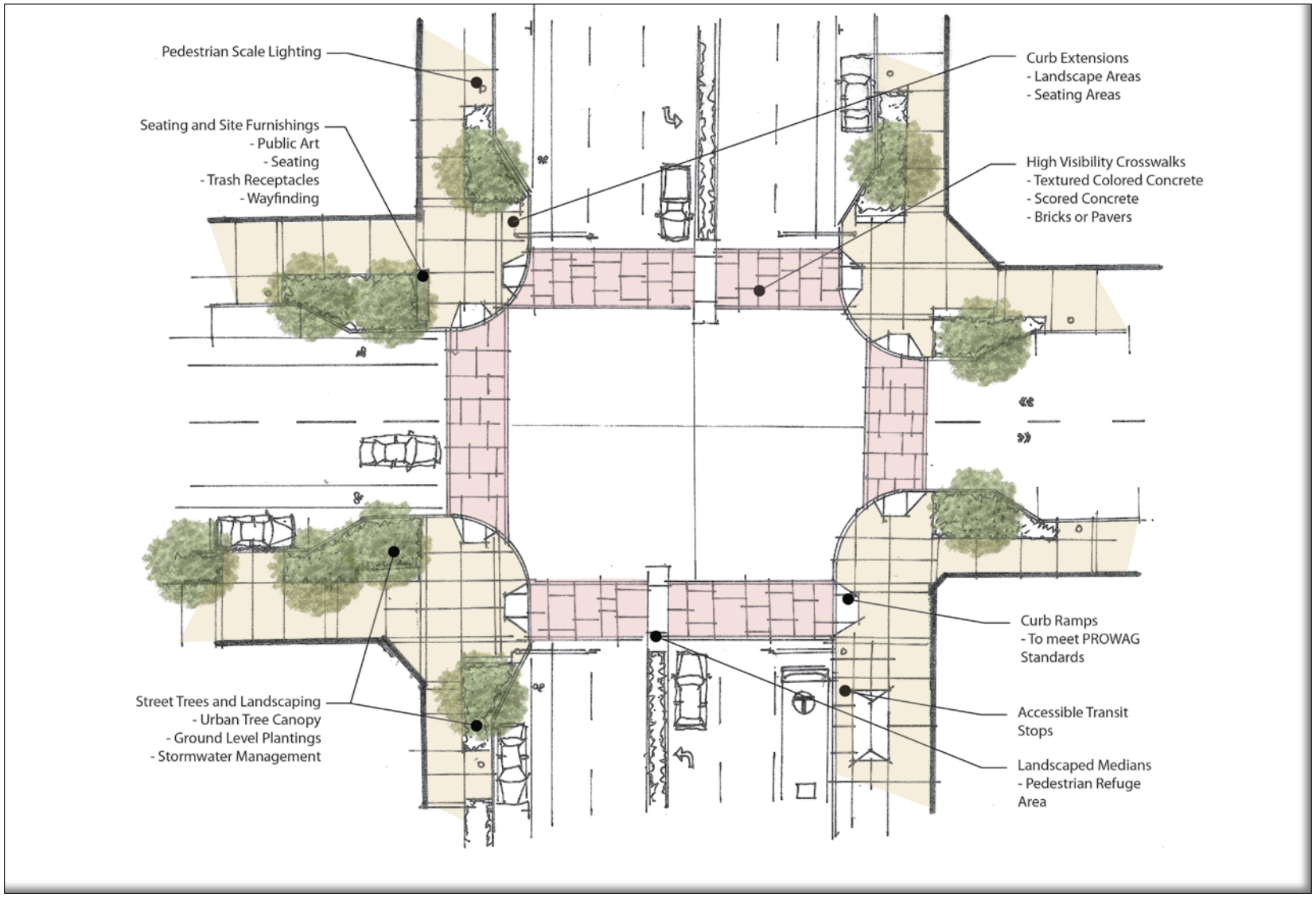
Intersection Treatments and Design

Intersection improvements within the Port Campus Square area should consider the needs of all travel modes. While vehicular traffic flow should be carefully considered, creating safe crossings and accommodating pedestrians and bicycles should be given precedence.

The following principles should be incorporated into the planning of pedestrian crossing improvements:

- Pedestrian safety and convenience measures should be considered as key components of the improvement to the public realm. Pedestrians within the Port Campus Square area should have safe and convenient crossing opportunities. For the safety of pedestrians and bicyclists in the Port Campus Square area, various pedestrian safety enhancement measures, such as curb extensions, no right-turns on red signals, enhanced pedestrian crossings and improved signalization should be implemented. Pedestrian crossings must meet accessibility standards and guidelines.

Figure 7: Elements of Good Intersection Design



Most conflicts between roadway users occur at intersections, where the different modes cross each other's path. Good intersection design provides clear indication to those approaching the intersection what they must do and who has to yield.

The following principles apply to all users of intersections:

- Good intersection designs are compact.
- Unusual conflicts should be avoided.
- Simple right-angle intersections are best for all users since many intersection problems are worsened at skewed and multi-legged intersections.
- Free-flowing movements should be avoided.
- Access management practices should be used to remove additional vehicular conflict points near the intersection.
- Signal timing should consider the safety and convenience of all users and should not hinder bicycle or foot traffic with overly long waits or insufficient crossing times.
- A corner triangle of 30 feet by 30 feet should be kept clear of any unnecessary visual obstruction. In addition, minimal obstructions should be maintained in a sight triangle defined using AASHTO recommended methodologies and appropriate street cross-section and intersection designs.
- For primary intersections, bollards, planters, or other fixed objects should be used where necessary to protect pedestrians and prevent vehicles from driving onto the sidewalk.
- Ramps provide pedestrian access between the sidewalk and roadway for people using wheelchairs, strollers, bicycles, and pedestrians who have trouble stepping up and down high curbs.

- Stop bar markings extend across all approach lanes to indicate where vehicles must stop in compliance with a pedestrian crosswalk at an intersection. These markings reduce vehicle encroachment into the crosswalk and improve drivers' view of pedestrians.

- Advance stop lines should be considered at all primary signal-controlled intersections with marked crosswalks.
- Curb extensions or bump-outs should extend the sidewalk into the parking lane to narrow the roadway and provide additional pedestrian space at key intersections. Curb extensions can be used at street corners and at mid-block locations. Curb extensions are often no wider than the crosswalk, but can be

lengthened to create public spaces, landscaped areas, or transit waiting areas. When on-street parking is provided, curb extensions should be provided at all intersections.

- On streets with designated bike lanes or bike routes, curb extensions should not encroach on cyclists' space.
- On lower-speed and volume streets where bikes can travel in mixed flow with vehicles, extensions should not be constructed beyond bicycle and vehicle travel lanes.
- Accessible pedestrian signals (APS) provide information in non-visual format (such as audible tones, verbal messages, and/or vibrating surfaces). APS should be provided at all signalized intersections within the Port Campus Square area. It should be prioritized at intersections that are difficult to cross, such as intersections with Coon Rapids Boulevard.
- Pedestrian countdown signals are designed to enhance the effectiveness of pedestrian signals at clearing the crosswalk before a signal changes direction.
- A hierarchy of crossing treatments should be applied to intersection and mid-block crossings based on the location within the Port Campus Square area and the presence of pedestrians and bicyclists. Special intersection paving treatments can break the visual uniformity of streets, highlight pedestrian and bicycle crossings as an extension of the public realm, and announce key locations.
- High visibility crosswalk marking is an added feature beyond the use of the standard or enhanced pavement markings, colored pavement, or special pavers. High visibility crosswalk markings can be in the form of signage, special pavement markings, flashers, or in-ground lights. High visibility crosswalk markings should be provided at all mid-block crossings and at intersection crossings where no traffic control is provided. When used, the minimum enhancement should include a stop bar and ladder style markings, which are perpendicular lines that accompany the standard parallel markings to delineate the pedestrian crossing areas.

Shared Use Paths

Shared use paths are facilities separated from motor vehicle traffic by an open space or barrier, either within the highway right-of-way or within an independent right-of-way. Bicyclists, pedestrians, joggers, and skaters often use these paths.

Shared use paths should be a minimum of 8 feet wide with 2 feet of graded shoulder on each side. This width is suitable in rural or small-town settings. Wider pavement may be needed in high-use areas. Where significant numbers of pedestrians, bicyclists, skaters, and other users use the paths, either wider pavement or separate walkways help to eliminate conflicts. Most important in designing shared use paths is good design of intersections where they cross streets. These crossing should be treated as intersections with appropriate treatment.

Bus and transit stops

Bus and transit stops are critical elements of the public realm that enhance the experience of boarding a bus. The bus stops within the Port Campus Square area should be well connected to the local network of sidewalks and bicycle facilities to allow a convenient connection to residential neighborhoods, Anoka Ramsey campus, places of employment and shopping.

The public realm streetscapes should be designed benefit pedestrians while supporting the transit operations. A higher level of streetscape treatments and amenities should occur at the bus and transit stops. Transit stops should be located in places that are active and visible to maximize personal security of waiting transit riders.

Urban Forest and Tree Canopy

The urban forest includes all trees, shrubs, and other understory plantings within the public right-of-way and on private lands. Plantings with in the public right-of-way of the Port Campus Square area will enhance the physical, cultural and ecological aspects of the project area. A street within the study area that is lined with trees and ground plantings looks and feels narrower and more enclosed, which encourages drivers to slow down and to pay more attention to their surroundings. These plantings provide a physical and a psychological barrier between pedestrians and motorized traffic, increasing safety as well as making walking in the public realm more enjoyable.

Street trees and landscaping are the main components of the urban forest and they contribute to the overall improvement of the urban environment. Street trees and other landscaping should be used to create a distinct character for streets within the Port Campus Square Area. Trees and landscaping should be designed in harmony with street lighting and sidewalk amenities and the building context.

Selection of planting material should be used to enhance the identity of particular streets. Plant material selection should account for performance in the urban environment, including drought tolerance and hardiness. Any plant species selected for planting should be adapted to soil and microclimate conditions and should serve an intended functional or aesthetic role. Native plants and trees should be used when a native species is suited to the site and will serve the roles for which the planting is intended

Street Trees

Street trees are the most important organizing element of the public realm environment. Appropriate tree species selection, tree location and design of the plantings areas within the amenity zone will ensure the healthy growth and longevity of trees, enhance streetscape character, and maximize the City's investment.

Principles for Street Tree plantings:

- Street trees are typically planted in sidewalk cut outs or in boulevard areas. Where boulevard areas or planting strips of sufficient width occur between sidewalks and streets, it is not necessary to create independent cut-out for trees.
- Trees and/or other landscaping should be added to existing sidewalks wherever existing width is sufficient to accommodate tree growth and still provide the recommended pedestrian sidewalk width
- In addition to landscaping, street trees are strongly encouraged in sidewalk boulevard areas or planting strips if they are of minimum of 6' - 8' depending on tree size.
- As an important element along sidewalks, street trees must be provided with conditions that allow them to thrive, including adequate uncompacted soil (minimum of 3'-0" of soil depth), water, and air.
- Engineered soils such as 'Swedish" soils should be utilized to promote better tree health while protecting paved surfaces from root damage. The design of planting areas should consider including appropriate conditions for improved stormwater detention and infiltration.
- If trees are planted in constrained areas, provisions should be made to connect these smaller areas below the surface to form larger effective areas for the movement of air, root systems, and water through the soil. Space for roots and above ground growth is the main constraint to the urban forest achieving the maximum growth potential.
- Trees and landscaping should be kept out of the street edge to protect them from car doors and overhangs and allow pedestrians to access their vehicles without conflict.
- Careful siting of trees and landscaping around existing above and below-grade utilities is important.

- The selection of tree species and their placement in the public right-of-way should be consistent with the goals of a particular street. Appropriate tree species selection should consider: form, mature size, color, and texture to reflect the urban design goals of a street
- Street tree spacing should be determined by the expected mature size of the tree. Generally, trees with the Port Campus Square Area should be planted at a spacing of 25 feet to a maximum of 30 feet on-center. We recommended that the trees be planted in clusters of 3 to 5 trees to create a continuous tree canopy along the street. The recommended spacing should be considered a general target to allow for trees to adjusted to local street conditions such as setbacks utilities, driveways, bus/transit stops, and building entrances.
- Street lighting should be coordinated with tree selection, placement, and pruning, so that canopies do not sit directly below street lighting.
- Consider how a mature tree canopy will affect street lighting or views of signage and building fronts

Ground Level/Understory Landscaping

Ground level and understory landscaping includes sidewalk planting strips, raised planters and landscaping in stormwater management areas. This simple and inexpensive addition of green space to the public realm area adds aesthetic, habitat, stormwater management and ecological value to the city's right of way. Ground level/ understory planting strips and sidewalk landscaping are suitable for all of the streets within the Port Campus Square area.

Principles for Ground level plantings:

- The planting strips should be located along sidewalks
- Planting strips can also be located at street corners, in on-street parking areas and in front of buildings

- More formal ground level plantings are recommended for the primary street corridors and intersections within the Port area.
- Planting strips should be a minimum of 5' wide along a street where trees are to be planted. Narrower planting strips less than 4' wide may be used for other types of plants (e.g., shrubs, ground cover, and grass). The same planting strips used for plants can also be designed to detain, cleanse, and infiltrate stormwater.
- Native or drought tolerant landscaping should be considered anywhere ground level/ understory landscaping projects are implemented.

Stormwater Management

Impervious surfaces throughout the Port Campus Square area prevent rainfall from absorbing into the ground. Instead, this rainfall collects into runoff, accumulating chemicals, oil, metals, bacteria and other by-products of urban life. Left untreated, this polluted runoff contaminates the ecosystems of the Mississippi River.

Additionally, the hardening of the city's surfaces keeps water from recharging groundwater aquifers, causing subsidence and other problems.

The tools presented in this section can help mitigate these environmental problems by removing or delaying the runoff stream and treating associated pollutants before stormwater is discharged into sewers and storm drains and, ultimately, to receiving water bodies such as the Mississippi River. For these reasons, wherever it is possible to do so, water should be directed to stormwater features first, before entering catch basins. In addition to the ecological benefits that stormwater management tools can provide, these tools can be used to make the city's streets more beautiful and enjoyable places to be.

This section presents stormwater management tools. These facilities have stormwater management benefits and contribute to streetscape aesthetics. The facilities are classified into broad types to help the user identify appropriate stormwater mitigation strategies for use within the range of public realm recommendations

Choice of stormwater management BMP's should be based on the context of the surrounding public realm. In addition to its impact on

stormwater quality and quantity, the recommended stormwater facilities can improve the urban ecology, can add aesthetic value to the area by providing additional landscaping, create a visually appealing streetscape design, enhance community spaces on streets and create a more sustainable and attractive urban environment.

The stormwater management BMP's identified in this Chapter are flexible and can be integrated into a variety of different locations and types of spaces on any of the roadways within the Port Campus Square area. Opportunity sites include: the entire roadway, corner and mid-block curb extensions, on-street parking-lane and sidewalk planter areas and strips, pocket parks/ plazas, along roadway and edges of open spaces, integrated into the front building edge, street trees, and even a simple stand alone raised planter. Stormwater can also be used within landscaping or educational and art features. The designers of these facilities should look for opportunities to combine artistic elements, public art, and educational

The following sections describe in more detail many opportunities to place, construct, and retrofit systems to include stormwater management tools into both new and existing streets.

Integrating a stormwater treatment into a new or existing streetscape, designers should consider the objective of the installation. Where streetscape conditions allow, stormwater measures can be designed for conveyance, detention (peak rate control), retention (volume reduction), infiltration (groundwater recharge), and nutrient and sediment removal.

Streetscape geometry, topography, and climate determine the types of controls that can be implemented. The initial step in selecting a stormwater tool is determining the available open space and constraints. Although the size of a selected stormwater facility is typically controlled

by the available area of opportunity, the standard design storm should be used to determine the appropriate size, slope, and materials of each facility.

After identifying the appropriate stormwater facilities for a site, an integrated approach using several stormwater tools is encouraged. To increase water quality and functional hydrologic benefits, several stormwater management tools can be used in succession—called a treatment train approach.

Landscaping should be chosen to fit the specific type of stormwater facility and should be appropriate for the local climate and soils. In

general, all landscape-based stormwater facilities should be planted with hearty, drought-resistant and water tolerant plantings that can survive periodic drought and inundation.

Native, deep-rooted plantings or Mediterranean plants have been proven most effective.

Subsurface utility locations and building laterals are critical in determining the appropriateness of a particular facility, and must be factored into design considerations.

Flow-Through and Infiltration Planters

Flow-through and infiltration planters are stormwater facilities that double as landscape features, but are designed to combine stormwater runoff control and treatment with aesthetic landscaping and architectural detail. These systems reduce the downstream potential for combined sewer overflows as well as improve water quality. Infiltration planters provide on-site retention and volume reduction through infiltration and groundwater recharge.

Flow through planters provide runoff attenuation and rate control by delaying peak flows.

Flow through and infiltration planters are generally distinguished from rain gardens by having engineered soil and an under drain.

Infiltration planters are landscaped reservoirs used to collect, filter, and infiltrate runoff from roofs, streets, and sidewalks. This is achieved by allowing pollutants to settle or filter out as the water percolates through the planter soil media and into the ground. In addition to

providing pollution reduction, flow rates and volumes can also be managed with infiltration planters. Planters should be integrated into streetscape design. Numerous design variations of shape, wall treatment, and planting can be used to fit the character of a particular streetscape.

Flow-through planters are identical to infiltration planters, except that water is discharged through an outflow device instead of being infiltrated into the ground. They are particularly valuable as receiving bodies for roof runoff from downspouts when placed adjacent to buildings. Filtration and stormwater attenuation are the main design functions of the flow through planter. Because they include a waterproof lining, flow-through planters are extremely versatile and can be incorporated into foundation walls along a building frontage. They may also be placed in the adjacent to streets to receive runoff from streets and sidewalks through curb breaks.

Swales

Street swales are long, narrow landscaped depressions primarily used to collect and convey stormwater and improve water quality. They remove sediment and reduce nutrient concentrations within runoff though natural treatment prior to discharge into another stormwater management facility or the sewer network.

In addition to providing pollution reduction, swales also reduce runoff volumes and peak flow rates by detaining stormwater. Swales add significant landscaping to street corridors and reduce impervious surface. Under some circumstances, rainwater infiltrates into the ground while being conveyed along the length of a swale.

Bio infiltration swales (or bio retention swales) typically include a subsurface infiltration trench below amended soil. Filtration benefits of swales can be substantially improved by planting deep-rooted grasses and forbs and by minimizing the slope. Appropriately selected vegetation can improve infiltration functions, protect the swale from rain and wind erosion and enhance overall aesthetics. Species should be selected that will not require irrigation after establishment.

Rain Gardens

Rain gardens are landscaped detention or bio-retention features in a street designed to provide initial treatment of stormwater runoff. Rain gardens are similar to flow through and infiltration planters, but generally do not have engineered soils or under drains.

Surface runoff is directed into shallow, landscaped depressions prior to discharge to the city collection system. These planted areas are designed to incorporate many of the pollutant removal and infiltration functions that operate in natural ecosystems, and can provide any or all of the major stormwater management functions: detention, retention, infiltration, and pollutant filtration.

Rain gardens improve water quality by reducing sediment, nutrient runoff, and temperature impacts through natural treatment. Rain gardens can slow down the runoff and delay discharge, thus reducing and attenuating peak runoff rate within the city sewer. Furthermore, they can increase infiltration potential of a site and provide retention through infiltration for groundwater recharge, thereby reducing total runoff volume. The use of proper plantings combines landscaping with effective stormwater treatment, thereby reducing runoff rates and improving runoff water quality while contributing to neighborhood aesthetics and habitat value.

Rain gardens can be implemented in a sidewalk furnishings zone of at least 4 feet in width and in a variety of streetscape configurations including: curb extensions, medians, pork chops, traffic circles and roundabout center islands, parking lane planters, and other geometries that create space for landscaping.

Rain gardens can also be used within various land use contexts in front of a home or building to capture rooftop runoff from disconnected downspouts.

Street Lighting

Street lighting is a key organizing streetscape element that defines the nighttime visual environment in urban settings. Quality streetscape lighting helps define a positive urban character and support nighttime activities. The quality of visual information is critical for both traffic safety and pedestrian safety and security. Lighting should be designed not only for vehicular traffic on the roadways, but also for pedestrians on sidewalks and pedestrian paths.

Street lighting includes roadway and pedestrian level lighting in the public right-of-way.

Street lighting fixtures illuminate both roadway and sidewalk and are typically 20’ to 30’ high.

Pedestrian-scale lighting fixtures, typically 12’ to 15’ high, illuminate pedestrian-only walkways and provide supplemental light for the sidewalk.

Pedestrian-scale fixtures should be installed along all roadways and areas with high pedestrian activity within the Port Campus Square area.

In public realm areas with wider sidewalks, the pedestrian level lighting poles can be located closer to sidewalk areas and street lighting can remain closer to the curb. Pedestrian level lighting poles should be located between street lighting poles. Light poles should have a consistent spacing with regard to trees and other street poles. Light fixtures should not be located directly adjacent to street tree canopies that may block the light. The rhythm of the lighting poles should be consistent along each roadway. On wide streets lighting fixtures should be located on both sides of the street, and can be staggered or parallel depending upon lighting level and uniformity considerations.

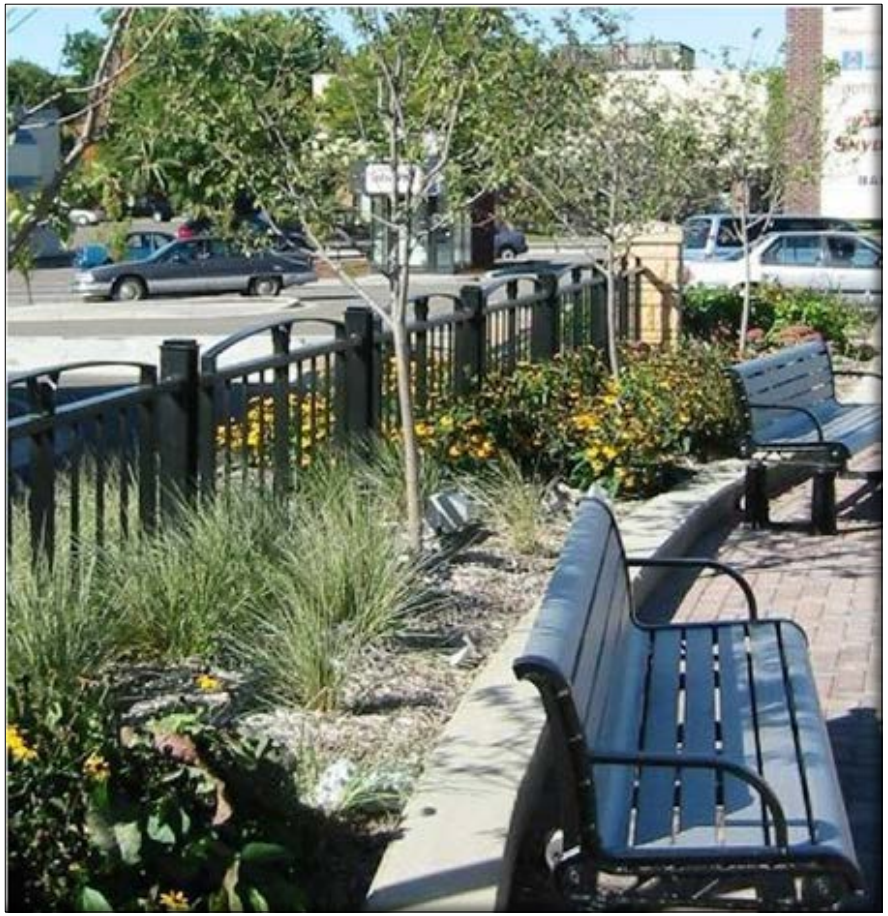
All lighting poles should be coordinated with other streetscape elements.

Site furnishings

Site furnishings provide important amenities for pedestrians by adding functionality and vitality to the pedestrian realm. They include: benches and seating, bicycle racks, bollards, gateway monuments, public art, trash receptacles, wayfinding signage, and other elements.

Site furnishings define the public realm as an area for pedestrians and create a more comfortable and visually interesting environment. Site furnishings should be focused on areas with a large amount of pedestrian activity and in areas where pedestrians may linger and enjoy the public realm.

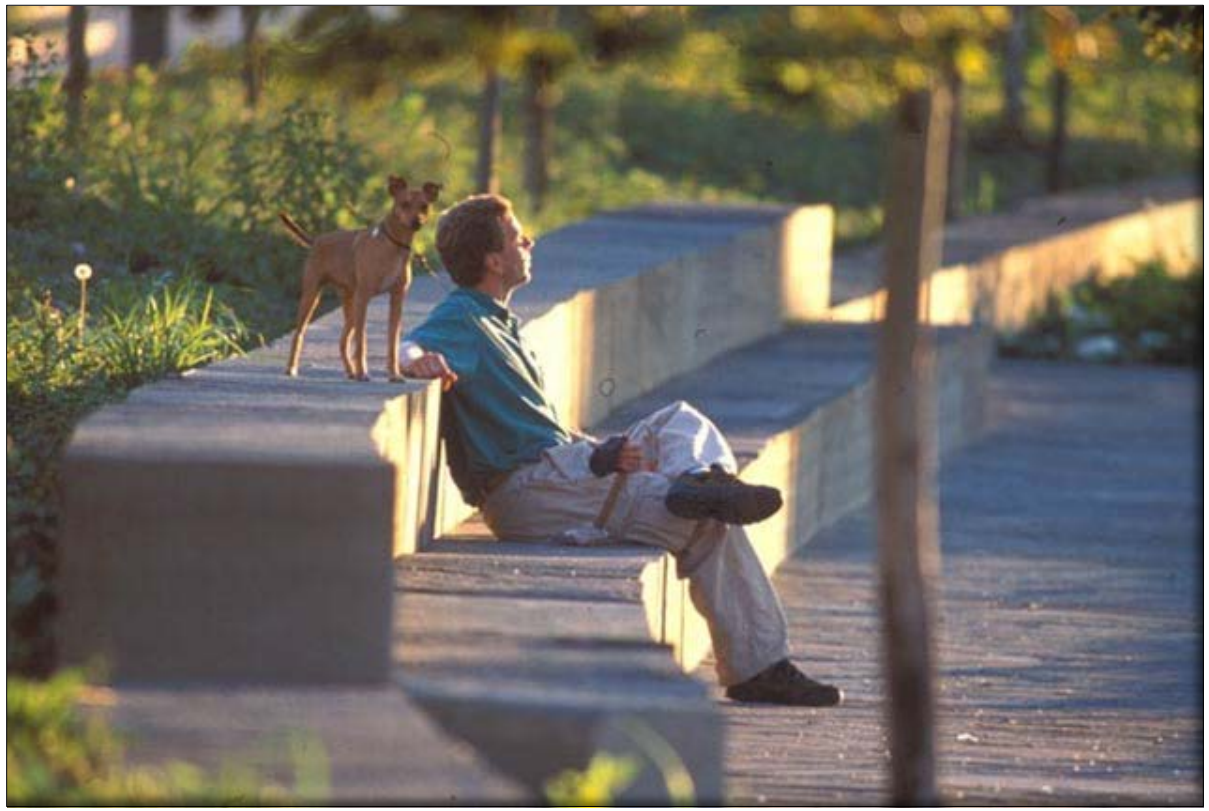
Site furnishings should be considered secondary to street trees and lighting. Street tree and lighting placement should define the major rhythm of design elements along the street, and site furnishings should be placed in relation to trees and lighting, after the best locations for these elements have already been located.



Public Realm Seating

Public seating is an important component of the public realm because it creates a comfortable, useable, and active public environment where people can rest, socialize, or simply people-watch. Public realm seating is critical to create social places where people can sit and congregate, which is an ingredient in creation of a great and successful public space.

Public realm seating should be designed to complement and visually reinforce design of other streetscape elements. Seating should be located under trees, where possible, to provide shade and comfort and to integrate multiple elements.



Bicycle Racks

Bicycle racks are an important element of the streetscape, both as an aesthetic aspect of the streetscape and as a functional element for those who travel by bike.

- Bicycle rack placement should be frequent in active commercial districts.
- Racks should be provided near major destinations such as the community college, library, recreation facilities and shopping destinations.
- Bike racks placed in the sidewalk furnishings and planting zone should be parallel to the curb so that bikes parked at them do not project into the sidewalk throughway or edge zone.

Bollards

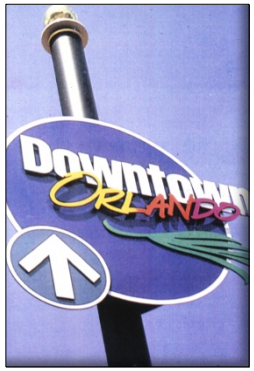
Bollards are primarily a safety element to separate pedestrians or streetscape elements from vehicles.

Bollards can be designed to relate to other streetscape elements and should be located to define pedestrian spaces.

Gateway Monuments

Gateway monuments are typically larger structures that denote an entrance into a special area, neighborhood or district. These monuments should function as a major visual element that can be designed to reinforce a desired character or image of a district or neighborhood. The primary locations within the study area recommended for Gateway monuments include:

- The intersection of Mississippi Boulevard and Coon Rapids Boulevard
- The intersection of 111th Avenue and Coon Rapids Boulevard
- The roundabout on Mississippi Boulevard that serves as the entrance to Anoka Ramsey's core campus



Way-finding Signage

Way-finding signage should be designed to direct and orient pedestrians, bicyclists and visitors to key destinations within the Port Campus Square area. The design of the signage should be integrated into proposed streetscape elements to create a distinct identity and reinforce the desired image of the Port.

Project Phasing

In redevelopment projects of this magnitude, project phasing is a critical component of the redevelopment strategy. Initial funding of property acquisition can be a daunting task and the return on investments may seem uncertain at initial stages in the project. A redevelopment phasing strategy can reduce uncertainty, improve cash flow and enhance project economics.

Key questions to consider when developing a project phasing strategy include the following:

- Are blighting influences reducing the overall project viability?
- What is the financial commitment to the redevelopment and desired returns on investment?
- Which improvements and projects have catalytic effects?
- Will delaying a phase hurt the project viability or improve cash flow?
- Are there safety concerns that need to be addressed immediately?
- What is the level of risk tolerance?

The City of Coon Rapids has already made a substantial investment in the improvement of the Port Campus Square area through the acquisition of vacant and blighting properties, environmental assessment/cleanup and the development of the ice arena. In preparing the project phasing, the following principles were followed:

- Large scale projects should be deferred unless they provide a significant increase in property value
- If public actions will add value to publicly owned land, it should be retained until the value addition occurs to maximize the return on investment
- If additional property acquisitions are required, they should occur at current market values and not after the price has risen due to public redevelopment activities
- Issues of public safety take precedence
- Redevelopment activities should be concentrated in order to maximize the catalytic impacts

Coordination

The City of Coon Rapids and Anoka – Ramsey Community College are large public, institutional uses whose impacts on Port Campus Square will be felt for decades. Throughout this planning process, there has been a very positive and cooperative working relationship between ARCC and the City process. Both parties have come together and recognized that the benefits of coordinated and cooperative action greatly exceed that which can be accomplished by either individually.

As the Port Campus Square Plan moves further into the implementation phase, it is important that this communication, coordination and cooperation between the parties be preserved and protected into the future for the benefit of all.

Key recommendations for ongoing coordination are:

- The City and ARCC should each designate 1 or 2 staff members as primary contacts between the institutions. These staff members would be tasked with maintaining clear communication links and identification of projects or issues that have the potential to impact the other party so that meaningful input can be provided.
- The City and ARCC should jointly plan the upgrade of Mississippi Boulevard to ensure it meets both the City's transportation needs and also enhances the aesthetics and gateway aspects of the boulevard for ARCC.
- The plans for the green corridors that extend from the Civic Character District to the Education District should be coordinated so that they function as a single system.
- In areas where the City and ARCC own property that is identified for long term use by the other institution or the private sector, the parties should work together to ensure the current ownership patterns don't serve as an obstacle in the way of the long term vision. Possible outcomes could include land swaps, temporary ground leases, property sales/acquisition or joint development agreements.
- The City's and ARCC's planning processes should be coordinated. When appropriate, the City's plans should be integrated into ARCC's Master Facilities Plan and ARCC's plans should be integrated into the City's Comprehensive Plan or small area plans.
- ARCC and the City should explore opportunities where their combined support may provide mutual benefit including, but not limited to, grant applications and the MnSCU budgeting process.
- ARCC and the City should consider creating a joint proposal to present to Metro Transit for enhanced transit access to the Port Campus Square area as part of the planned improvements to the area.

Phase 1

The first phase should be concentrated at the intersection of 111th Avenue and Coon Rapids Boulevard to build upon the positive impacts created by the ice arena, blight removal, Walgreens and the opportunity to create the primary gateway. The goal of this phase is to concentrate activities in this area to provide a glimpse to the market of the end product.

- The two most important steps of this phase are the construction of 111th Avenue as the high amenity corridor described in the plan and the development of Boulevard Park in front of the ice arena.
- Although the construction of the community center is not a necessity in this phase due to the lack of ready housing development sites (housing is the land use that would benefit greatly from a nearby community center), the lot at the

southwest corner of 111th Avenue and Coon Rapids Boulevard should capture the majority of its value following the construction of 111th Avenue and Boulevard Park and therefore could be actively marketed at that time.

- Following the construction of Boulevard Park, the senior housing parcel will likely have experienced much of its value capture and should be actively marketed.
- When the community center is constructed, additional large property sales in the Civic District will likely not occur until the construction of a parking deck since much of the land will be occupied by surface parking lots.

Phase 2

- Unless Anoka Ramsey Community College's expansion plans necessitate earlier action, the reconstruction of Mississippi Boulevard could follow the Phase 1 improvements. The City of Coon Rapids may want to combine the project with the 111th Avenue improvements in order to have a larger project for better bid pricing.
- In concert with the Mississippi Boulevard improvements, Anoka Ramsey Community College should consider the feasibility of aesthetic upgrades/expansion for the gateway building in the southwest corner of that intersection.
- The development of the green corridor along the southern edge of the Port should begin.
- Further improvements to the Education Character District will likely be on hold until the parking structure can be funded.

Phase 3

Following the completion of the first two phases, development pressures should start moving into the North Port Campus Square area due to the increased activity and reduction in land available for private development in other sections of the Port.

- If they were not constructed in earlier phases, the parking garages should be constructed, freeing up the last remaining development sites south of Coon Rapids Boulevard.
- The College Green and additional academic buildings can now be developed, as needed.
- The housing sites along Mississippi Boulevard and the convention center site are heavily impacted by the Anoka Ramsey Community College campus and therefore maximum value capture for these sites will likely not occur until the exterior improvements are completed on the campus.

Appendix 1: Environmental Site Assessments

The following table summarizes the environmental site assessments performed in the Port Campus Square planning area:

Site #	Site Name	Address	Approved Eligibility Determination	Phase I ESA	Phase II ESA
1	Fr. Coon Rapids Village Center	3026 111th Avenue NW	Yes	Others	Yes
2	Fr. White Castle	3000 Coon Rapids Blvd NW	Yes	Others	Yes
3	Fr. Taco Bell	2980 Coon Rapids Blvd NW	Yes	Others	Yes
4	Fr. KFC	2950 Coon Rapids Blvd NW	Yes	Others	Yes
5	Fr. Ground Round	2900 Coon Rapids Blvd NW	Yes	Others	Yes
6	Firestone/Lupient Bldg.	2984 111th Avenue NW	Yes	Yes	Yes
7	Cook Memorial Arena	11091 Mississippi Blvd NW	Yes	Yes	Yes
8	McDonalds	3080 Coon Rapids Blvd NW	Yes	No	No
9	Former Klein Bank	3070 Coon Rapids Blvd NW	Yes	No	No
10	Dairy Queen	3064 Coon Rapids Blvd	Yes	No	No

		NW			
11	Carpet City Express	3060 Coon Rapids Blvd NW	Yes	No	No
12	Fr. Excel Marine & Motor Sports	3050 Coon Rapids Blvd NW	Yes	No	No
13	Cheap Skate	3075 Coon Rapids Blvd NW	Yes	No	No
14	Goodwill Store	3071 Coon Rapids Blvd NW	Yes	No	No
15	Milvetz, Gallop & Milvetz	2995 Coon Rapids Blvd NW	Yes	No	No
16	Fr. Sherwin Williams	2975 Coon Rapids Blvd NW	Yes	No	No
17	Coon Rapids Family Center Mall	2941 Coon Rapids Blvd NW	Yes	No	No
18	MGM Liquor Warehouse	2929 Coon Rapids Blvd NW	Yes	No	No
19	Precision Tune Auto Care/Coon Rapids Marine	2841 Coon Rapids Blvd NW	Yes	No	No
20	Goodyear Auto Service	11190 Crooked Lake Blvd NW	Yes	No	No

Appendix 2: Market Study

Port Campus Square & Port Riverwalk Market Study

City of Coon Rapids

May 2012

Project No. 193700828

Stantec

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Executive Summary

INTRODUCTION

This market study analyzed the near and long-term redevelopment potential of the Port Campus Square and Port Riverwalk study areas in the City of Coon Rapids, Minnesota. The study included an analysis of factors influencing demand for new development, such as key site characteristics, demographic and economic growth trends, as well as the supply and condition of commercial and residential real estate markets. The following is a summary of major findings, conclusions, and recommendations contained in this report.

LOCATION ANALYSIS

Both the Port Campus Square and Port Riverwalk study areas were analyzed for their locational strengths and weaknesses as potential redevelopment areas by evaluating regional location, transportation, surrounding uses, visibility, and accessibility.

The Port Campus Square study area is well positioned to attract new development. It has ample land for redevelopment and the introduction of public open space amenities. It has complementary land uses that surround it. It has significant development momentum already underway with the completion of the new Ice Arena, several new retail improvements, and the planned Community Center and library. It has greatly reduced the amount of obsolete and blighted retail space that no longer fit the study area's trade area. And, the opportunities are very strong to capitalize on demand generated by the nearby activity centers of Anoka Ramsey Community College and the Mercy Hospital complex. Plus, the potential to connect to the Mississippi River would introduce a significant amenity that will draw potential residents, shoppers, and small office users.

The biggest barrier to redevelopment in the Port Campus Square study area is making sure that the first projects don't overreach by relying too much on an unrealistic trade area. With the transition of Coon Rapids Boulevard in recent years from a principal arterial to a minor arterial, the market dynamics affecting the study area have changed dramatically. Early redevelopment projects need to respect this change. If they don't and as a result fail to succeed, they could severely impact the long term prospects of the quality and quantity of redevelopment in the study area.

The Port Riverwalk study area is positioned to attract new development, though it doesn't have the development momentum, concentration of complementary uses, or presence of key activity generators that the Port Campus Square study area benefits from. However, it does have ample land for redevelopment and/or the introduction of public open space amenities. Also, none of the surrounding land uses would detract from the marketability of the study area, though they may not necessarily enhance it as well. Another benefit, though, is the proximity of the Mississippi River and the Coon Rapids Dam Regional Park, which is a significant amenity that will draw potential residents.

SOCIO-ECONOMIC ANALYSIS

Stantec analyzed the demographic and economic trends underlying market demand for different real estate uses in Coon Rapids. The most important finding is that Coon Rapids's population declined slightly in recent years. This is largely the result of decreasing household sizes due to an aging of the overall population. This phenomenon is not unique to Coon Rapids. Most communities that have run out of vacant land for development will ultimately

experience this cycle where residents age in place, preventing housing turnover and resulting in population decline. The effects of this dynamic are changing market demographics for area retailers and a housing stock that is at risk of deferred maintenance because new, often younger, families are not moving into the area and reinvesting in area homes.

At the same time, communities surrounding Coon Rapids, such as Blaine and Andover, have been some of the fastest growing communities in recent years because of the availability of vacant land that can capture new growth. Therefore, it will be important for Coon Rapids to identify places for redevelopment with which to capture some of the growth occurring nearby.

RETAIL MARKET

Stantec analyzed the supply of retail space at the regional and local level in Coon Rapids and calculated demand for a Trade Area that would serve the Port Campus Square study area.

Although **the Retail Trade Area has the spending power to eventually support another 68,000 square feet of retail space by 2020**, it should be noted that the siting of any additional retail will be dependent on key criteria, such as maximum visibility from highly trafficked thoroughfares, easy access from such throughfares, and a concentration of complementary stores to create a sense of destination.

Another important consideration for retail in the Port Campus Square study area will be the continuation of on-going efforts to renovate and/or remove siginifcant amounts of existing retail space that is either older or poorly positioned for rehabilitation. If this obsolete space is not removed or changed into a different use, it may continue to be a drag on the market by keeping rents low due to excess space. Retail areas saddled with excess space and the resulting low rents have a hard time finding an ideal mixture of tenants that complement one another, which can be a big barrier to creating a marketable destination or, in other words, a "sense of place."

OFFICE MARKET

It is calculated that that **the Port Campus Square and Port Riverwalk study areas together could eventually support between 30,000 and 45,000 square feet of new office space based on projected growth in the number of office jobs in Anoka County.** Due to the current strain in the office market, though, this demand will not occur until after 2015 or even 2020. And, more importantly, any demand will be highly contingent on the broader forces affecting competitive nearby office districts at Highway 610 or along Highway 10.

Smaller amounts of office space, though, could be expected to be developed in the near term as part of a mixed use scenario on a tenant by tenant basis (such as insurance agent, tax preparation, etc.) because this type of tenant operates more like a retail use and is not as affected by the overall office market. Moreover, these types of tenants respond more to growth in the local household base than larger economic forces. Therefore, as the local household base grows, there is potential to fill small office spaces.

Neither the Port Campus Square nor the Port Riverwalk study areas have the accessibility and visibility to attract major office users who want to be near highways. However, they have the advantage of being along a busy, well known thoroughfare that provides good access to local residents and other businesses. So, there are advantages to their location. Furthermore, with the potential to add new retail and other amenities in the form of trails, parks, and other

open space, many small office users could be attracted to either study area.

In the case of the Port Campus Square study area, there clearly is potential to capture any additional demand for medical space that is driven by the expansion of nearby Mercy Hospital. That area only has about 16,000 square feet of vacant office space and any significant growth would likely require a search for space outside of the immediate vicinity. Under this scenario, the Port Campus Square study area would represent the most likely area for expansion. The challenge to this opportunity would be the ability to accommodate new construction in the immediate vicinity of Mercy Hospital, which would clearly limit the need to look for space in the Port Campus Square area.

In the case of the Port Riverwalk study area, it is located much closer to Highway 610 and the regional highway network. Therefore, if vacancies were to drop to very low levels in this area, there is potential that secondary users who want to be near Highway 610, but can't find space along it may consider a location in the Port Riverwalk area. However, this is entirely contingent on the growth pressures exhibited in the district along Highway 610. Furthermore, users willing to move off of Highway 610 will likely be searching for lower rent space and may not be willing to pay the kinds of rents needed to support new construction.

One other possibility regarding the future demand for office space in the Port Campus Square and Port Riverwalk study areas is the potential of attracting a large single user who would build a corporate or regional headquarters building. Although Coon Rapids does not have any prominent examples of this and the likelihood is very small since many of these prominent office users prefer very visible locations along the highest travelled highways, the potential does exist. However, both the Port Campus Square and Port Riverwalk areas would need to significantly increase the number of nearby amenities to make it more competitive with other office districts with even higher visibility. Although this potential does exist, it is important to keep in mind that planning for a large single office user can be problematic from a planning and economic development perspective. No one can predict when this can happen because regional and corporate headquarters are few and far between. Therefore, basing a land use plan with that specific use in mind without the flexibility to make change would be problematic because of the likelihood that it may never occur.

RENTAL HOUSING MARKET

The current rental housing market is becoming very tight. Vacancy rates have dropped to nearly historic lows. Rents will likely start to increase as a result of this condition. Most newer properties in the Trade Area are achieving rents of between $1.10 and $1.30 per square foot. These rents are probably not enough to support new development. However, most properties in the Trade Area are older and do not have many of the amenities and features that renters desire in today's market. Furthermore, with expected rent increases of anywhere between 5% and 10% in the coming year, this may push the market into a zone that can support new development.

Moreover, the Trade Area is forecasted to add nearly 4,000 households through 2020. Undoubtedly, this will create demand for new rental units in the Trade Area. Of course, not all of this demand will be captured in the Port Campus Square or Port Riverwalk study areas.

Rental housing does not require the same need for visibility and accessibility as commercial properties. Nonetheless, rental housing does perform better when it is accessible to major highways and

transit. **Given the benefits of the Port Campus Square and Port Riverwalk study areas being located along Coon Rapids Boulevard and the accessibility that provides, there is potential to capture up to 80 units of new, upscale market rate rental housing through 2020 and another 270 units of moderately priced and subsidized rental housing.** If at all possible, any new housing should be situated close to areas with established amenities, such as stores, shops, personal services, recreation, open space, and trails. However, rental housing that is geared toward younger households can sometimes be a catalyst for new development as younger households are more willing than other target markets to "pioneer" into new areas.

Moreover, with the Anoka Ramsey Community College in the Port Campus Square study area; there is strong potential to support new rental housing driven by a student population. This would be especially true if the community college were to transition into a four-year facility in the near future.

FOR-SALE HOUSING MARKET

The overall condition of the for-sale housing market is still battered and bruised. There are small signs that new home construction is picking up in communities with highly reputable school districts. Although the for-sale market has appeared to turn a corner, persistently high unemployment and tremendous oversupply, not to mention the foreclosure situation, is resulting in a very slow recovery. Moreover, any sites in either of the Port Campus Square or Port Riverwalk study areas would likely be condominiums or townhomes as opposed to single-family homes due to the underlying economics of redevelopment. And, despite the growing optimism for the single-family market, **the market for condominiums in suburban settings is almost non-existent.**

SENIOR HOUSING MARKET

INDEPENDENT LIVING:

Projects that cater to younger, active seniors have been hard hit by the recession due to declining home prices that has reduced their ability to sell their current houses. Since this target market is still relatively healthy, the decision to relocate to an age-restricted community has more to do with lifestyle than a need-driven situation. Therefore, in a declining housing market, these households are apt to delay the decision to move until home prices increase.

This is especially true of properties in which there is no continuum of care. Independent living projects that are part of a continuum of care have been able to mitigate the impact of declining home prices by also appealing to those who desire the security and certainty of access to care as they age-in-place. Freestanding facilities, without this continuum of care, have struggled to maintain occupancies or in the case of newer properties struggle to absorb units in a timely manner.

The silver living to this grey cloud is that there appears to excess demand relative to supply in the Trade Area and that growth in the overall size of the target market is forecasted to increase dramatically during the next 10 years with the aging of the Baby Boomer generation. Therefore, as home prices begin to rise and target households gain confidence, there will likely be substantial pent up demand among those who are interested in moving, but have simply delayed the decision due to broader housing market conditions.

For appropriate sites in either the Port Campus Square or Port Riverwalk study areas, **market demand through 2020 is forecasted to be between 150 and 175 units of independent senior housing.** It is recommended that if possible any

independent living project be a part of a campus that features higher levels of care to facilitate aging in place. These types of facilities have been consistently outperforming freestanding facilities for some time.

ASSISTED LIVING:

To some degree, the decline in home prices over the last three years has also affected the assisted living market. For many households, paying for the cost of assisted living is dependent on the sale of a home. Therefore, declining home prices has resulted in many families choosing to pitch-in and help aging parents and grandparents cope with activities of daily living instead of moving them to an assisted living facility. This dynamic has contributed to higher vacancy rates among assisted living facilities, especially in sub-markets where the facility draws primarily from families with modest incomes. However, this situation is usually anticipated to be temporary due to the current recession and eventually give way to a situation of pent-up demand.

For sites in the Port Campus Square and Port Riverwalk study areas, **it is anticipated that demand for assisted living through 2020 will be between 50 and 70 units.** Moreover, the potential sites in either study area would likely have good visibility, which is important for assisted living because it needs to keep awareness high within its trade area due to higher levels of turnover.

MEMORY CARE:

After a period of rapid expansion 8 to 10 years ago, memory care facilities have experienced very strong occupancies in recent years. These facilities have been somewhat buffered from the recession because the level of care needed is often far more than a spouse or other family member can handle even in difficult financial times. Furthermore, new advancements in design and programming have dramatically increased the benefits of living in such environments. In addition, these benefits have raised the awareness of memory loss and reduced its taboo nature, which has resulted in greater market acceptance.

For sites in the Port Campus Square and Port Riverwalk study areas, **it is anticipated that the market demand for memory care through 2020 will be 25 and 35 units.** This is not enough demand to develop a standalone memory care facility. However, it would be feasible as part of a continuum of care concept.

Introduction

SCOPE OF STUDY AND PROJECT BACKGROUND

The City of Coon Rapids was awarded an EPA Brownfield Planning Grant to address the physical and economic conditions of redeveloping and revitalizing two strategic areas located along Coon Rapids Boulevard: the Port Campus Square and Port Riverwalk study areas. As part of the planning process, this market study was undertaken to review redevelopment opportunities in each study area. Understanding the market potential to develop or redevelop properties in each study area will assist the City to plan for anticipated growth, target specific development opportunities, and create a foundation for partnerships in the ongoing revitalization process.

The approach of the market analysis includes an examination of the market forces that affect the types of development most often found in fully developed suburban communities with a variety of uses, such as industrial, commercial, office, and residential. The market forces to be examined include demographic trends, economic trends, development trends, and the supply and condition of competitive developments.

It should be noted that many of these market forces will influence each study area in a similar manner because of their close proximity to one another. The highly overlapping nature of the market areas helps explain why both study areas were included in the same report. Nonetheless, each study area has a unique set of characteristics that influence the type, amount, and timing of future development. Therefore, where appropriate, findings and conclusions specific to each study area have been prepared as part of this report.

REPORT STRUCTURE

The report is organized according to the analytical steps needed to complete the study. The first section is an evaluation of the locational characteristics of each study area. The second section is an analysis of the socio-economic conditions of Coon Rapids and the broader Metro Area and how those conditions may impact market demand for various real estate uses. Sections three, four, five, and six each address specific real estate sectors and the market demand associated with each and their impact on each study area.

DATA RESOURCES

This study represents a compilation of data gathered from various sources, including the properties surveyed, local records, and interviews with local officials, real estate professionals, and major employers, as well as secondary demographic material. Although Stantec judges these sources to be reliable, it is impossible to authenticate all data. The analyst does not guarantee the data and assumes no liability for any errors in fact, analysis, or judgment. The secondary data used in this study are the most recent available at the time of the report preparation.

The objective of this report is to gather, analyze, and present as many market components as reasonably possible within the time constraints agreed upon. The conclusions contained in this report are based on the best judgments of the analysts; Stantec makes no guarantees or assurances that the projections or conclusions will be realized as stated. It is Stantec's function to provide our best effort in data aggregation, and to express opinions based on our evaluation.

Location Analysis

INTRODUCTION

Strong site factors are an essential foundation to real estate redevelopment success, and an understanding of these factors can help to optimize the long-term development vision for the City of Coon Rapids. This section identifies each study area's key regional, local, and site-specific characteristics as they relate to the development of profitable and enduring commercial and residential development.

The analysis begins with a macro study of the Twin Cities metropolitan area, followed by an assessment of Port Campus Square's and Port Riverwalk's location within the region.

REGIONAL CONTEXT

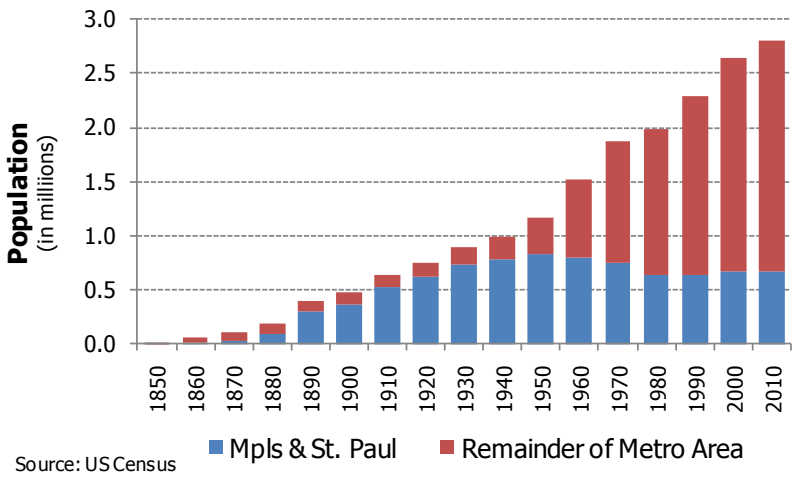
The Twin Cities began to grow in earnest during the 1850s and 1860s. Saint Paul was the head of navigation along the Mississippi River and developed as a river port for goods being transported to and from the south. Minneapolis grew industrially by harnessing the power of St. Anthony Falls just a few miles upriver from St. Paul.

The industry of the early Twin Cities relied on Minnesota's natural resources. Forests supplied much of the lumber that helped build distant cities like Chicago and St. Louis. Agribusiness later assumed a greater importance economically, as virgin forests grew scarce after 1910. Aided by railroad development during the late 1800s, a grain and flour milling empire was established in the Twin Cities. Minneapolis became a destination point for grain distribution throughout the Upper Midwest and was the largest flour-milling city in the world from the 1880s to the 1920s.

The presence of two transcontinental railroads and access to river commerce helped the Twin Cities become a major wholesale distribution center serving places as far away as the Pacific Northwest by the early 1900s. A substantial industrial base emerged as well, which helped fuel growth in the Twin Cities.

The central cities of Minneapolis and Saint Paul captured most of the region's growth until 1950 (Figure 1). After 1950, however, growth spilled outside of the two central cities, though each remains an important center of activity for the region.

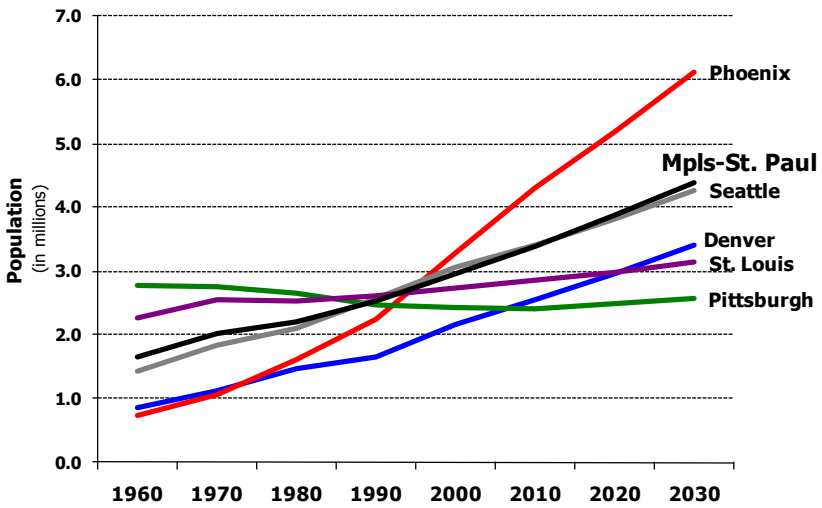
Figure 1: 7-County Twin Cities Metro Area Population 1850-2010



Source: US Census

The Twin Cities Metropolitan Area is the economic and cultural center of the Upper Midwest. Its steady growth is attributable to a diverse economy, which has historically allowed it to avoid the boom and bust fluctuations of other metro areas (Figure 2). The economy that was once based on the State's natural resources has diversified and now has one of the best industrial mixes in the nation. The Twin Cities industrial base consistently ranks high in national surveys.

Figure 2: Metro Area Growth Comparisons 1960-2030



Sources: U.S. Census; Woods & Poole Economics

The Twin Cities ranked high nationally in 2011 among major metropolitan areas in the number of Fortune 500 firms. United Health Group, Target, Best Buy, and 3M are a few of the 19 Fortune 500 firms headquartered in the region (Table 1).

Table 1: Fortune 500 Companies Based in the Twin Cities

Company	Rank	Company	Rank
United Health Group	22	Xcel Energy	237
Target	33	Ameriprise Financial	246
Best Buy	47	C.H. Robinson	265
Supervalu	61	Thrivent Financial	318
3M	97	Mosaic	346
CHS	103	Ecolab	378
U.S. Bancorp	126	St. Jude Medical	436
Medtronic	158	Nash Finch	449
General Mills	166	Alliant Techsystems	472
Land O'Lakes	218		

Source: Fortune Magazine, 2011

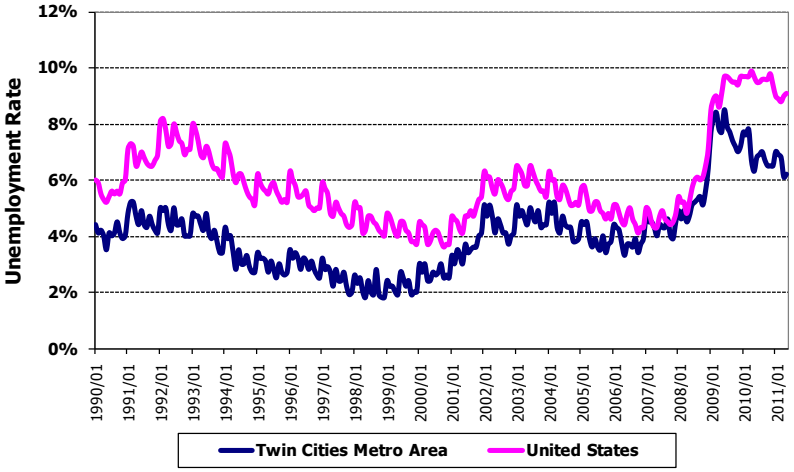
A number of nationally recognized financial companies are headquartered or have substantial operations in the region including Ameriprise, Securian (formerly Minnesota Life), ING North America, St. Paul Travelers, and Allianz of North America. Minneapolis is also home to the Ninth Federal Reserve District and one of the largest banks in the country, U.S. Bancorp.

Minnesota ranks sixth nationally in growth of high tech jobs since 1980, and over one third of the total work force is employed in "white collar" management or service jobs. Some of the Twin Cities largest high-tech companies include 3M, Cray Research, Ceridian, Alliant Techsystems, Unisys, and Seagate Technology.

Many medical companies such as St. Jude Medical, Medtronic, Guidant/Boston Scientific, SciMed Life Systems, and the University of Minnesota Hospital are developing numerous medical technologies and providing quality health care in the Twin Cities that is recognized throughout the United States.

This high degree economic diversification has kept the Twin Cities unemployment rate at relatively healthy levels. Since 1990, the unemployment rate in the Twin Cities has consistently averaged two to three percentage points below the national rate (Figure 3). Although the recent recession has pushed unemployment rates to their highest rate in 30 years, the Twin Cities region has experienced a sharp decline over the last 18 to 24 months, likely the result of its diverse economy.

Figure 3: Regional and National Unemployment Rate 1990-2011



Source: MN Dept. of Employment and Economic Development, *Local Area Unemployment Statistics (LAUS)*

PORT CAMPUS SQUARE LOCATION ANALYSIS

The Port Campus Square study area is located about 15 miles north of downtown Minneapolis in Coon Rapids along a stretch of Coon Rapids Boulevard that is roughly between Crooked Lake Boulevard and Pheasant Ridge Drive (Map 1).

STUDY AREA LAND USES

The study area includes some major public institutions and facilities, especially south of Coon Rapids Boulevard. The western half of the study area is comprised almost entirely of the Anoka Ramsey Community College (ARCC). With over 6,000 students and 500 employees, this campus generates a considerable amount of activity within the Study Area and will have a profound influence on future development opportunities. Although the campus includes significant classroom and office space, a good deal of the land under their control consists of surface parking lots and vacant, wooded land, which presents substantial opportunity for change. Moreover, it is ARCC-controlled property that abuts the Mississippi River. This is important because extending public access to the River greatly enhances development throughout the study area.

Another major public component of the study area is the new Coon Rapids Community Ice Arena, which replaced a vacant "big-box" retail center that languished for several years after Target and Rainbow Foods relocated to newer properties a couple miles north of the study area. In addition to the ice rink itself, the new arena also features concession space and community meeting rooms. There are also plans to build a new Community Center and perhaps a new Anoka County library in the vicinity of the Ice Arena, which will further cement this location as a key center of activity.

Map 1: Port Campus Square Study Area

South of Coon Rapids Boulevard, despite the recent demolition of a large, big-box center, there remain several retail establishments in varying stages of investment, some of which are older and awaiting demolition as part of the redevelopment process. While others, such as the McDonald's at the corner of Coon Rapids Boulevard and Mississippi Boulevard, is a thriving business with new investment.

There also exist several multifamily properties in the study area south of Coon Rapids Boulevard. These are located closer to ARCC and mostly consist of apartments that are now more than 30 years old.

North of Coon Rapids Boulevard, the study area consists mostly of retail, which again includes a mixture of properties with recent investment as well as aging properties with lower rents and more service-oriented businesses, such as an indoor batting cage and school district offices, as opposed to traditional retail stores.

Surrounding Land Uses

The Port Campus Square study area is surrounded largely by single-family, detached housing. There are some smaller multifamily properties located immediately north and south of the study area, but neither of which takes away from the general feel that the areas surrounding the study area are mostly single-family residential. Along Coon Rapids Boulevard, extending to the west and east of the study area are pockets of additional retail in the form of small strip centers and single-use properties, though none of these areas approach the concentration of retail uses that are within the study area.

North of Coon Rapids Boulevard, but just outside of the study area is an open space that is related to the presence of long-established telecommunications tower operated by WCCO studios. This area has not change for many years and will likely remain space as long as the communications tower remains in use.

The most important nearby use, though not shown on Map 1, is the Mercy Hospital complex located approximately one mile west of the study area along Coon Rapids Boulevard. This area contains over 2,000 workers and would represent a significant local base of workers from which to market retail, office space, and housing.

Overall, none of the surrounding land uses would negatively impact the market potential of redeveloping portions of the study area. As a matter of fact, most of the uses are complementary. The only potential downside may be in working with residents of the surrounding single-family neighborhoods to allay any potential fears or concerns that come with significant change.

Regional Access

The study area is connected to the broader Metro Area via Coon Rapids Boulevard. Coon Rapids Boulevard is a county highway that carries approximately 20,000 vehicles per day (Map 2) near the study area. About four miles southeast of the study area, Coon Rapids Boulevard connects to Highway 610 and US Highway 10, both of which are connected to the region's network of controlled-access highways. Other important highway connections include US Highway 10 north of the study area, which is accessed via Hanson Boulevard or Round Lake Boulevard, or US Highway 169 in Anoka, which is about three miles west of the study area and can be accessed via Main Street in downtown Anoka.

Although the study area can easily connect to the regional network of highways, it is somewhat isolated in this relative to most other fully-built up communities. Therefore, uses that depend on convenient access from persons and businesses located throughout the Metro Area have a wealth of other locations with which to choose from that have superior highway access.

The challenge related to direct highway access has already had a chilling effect on the retail potential of the study area. Prior to the completion of US Highway 10 as a controlled access highway, Coon Rapids Boulevard was the primary route for many Coon Rapids and Anoka residents to access the other more distant parts of Metro Area. Once Highway 10 was improved, much of that regional-based traffic moved from Coon Rapids Boulevard and to Highway 10. As a result, many of the retailers that had locations along Coon Rapids Boulevard chose to move to newer buildings with more direct highway access.

Map 2: MnDOT Average Annual Daily Traffic Counts, 2010

Local Access

Local vehicular access from Coon Rapids Boulevard is excellent. The approximately 20,000 vehicles per day is enough traffic to support many forms of convenience-based retail dependent on high traffic volumes and visibility. Moreover, there are several controlled intersections in the study area that allow easy access to most sites within the study area. Any barriers to local access would be related to north-south movement. In particular, the BNSF rail line, which runs parallel to Coon Rapids Boulevard about a ¼ to ½ mile to the north, has few quality crossings, which severely restricts movement and thus limiting the potential size of the retail trade area.

Non-vehicular access to the study area is good, but several crucial linkages that would bring pedestrians and cyclists into the heart of the district are missing. Moreover, Coon Rapids Boulevard has a very wide right-of-way and crossing it as a pedestrian or bicyclist can be daunting, especially if one is not at a signaled intersection.

Visibility

Given the traffic volumes along Coon Rapids Boulevard, visibility to most retail sites within the study area are excellent, though some older properties that were likely located when traffic patterns were different may suffer from this obsolescence.

Development Momentum

The area in and around the study area has numerous examples of recent private investment indicated by new signs, facades, building additions, and even several new buildings. More importantly, though, significant new public investment in the form of a new ice arena and the pending Community Center and library will greatly enhance the momentum of the study area and will undoubtedly capture the attention of the real estate community.

Availability of Land

One of the biggest benefits of the study area is the availability of land for new development. This supply of land will allow a great deal of flexibility, which will help with the marketability of the study area by allowing strategic siting of individual projects in a manner that can best match current market demand with the long range vision. In other words, limited land can sometimes force development decisions that are counter to a long range vision.

Port Campus Square Conclusion

The Port Campus Square study area is well positioned to attract new development. It has ample land for redevelopment and the introduction of public open space amenities. It has complementary land uses that surround it. It has significant development momentum already underway with the completion of the new ice arena, several new retail improvements, and the planned Community Center and library. It has greatly reduced the amount of obsolete and blighted retail space that no longer fit the study area's trade area. And, the opportunities are very strong to capitalize on demand generated by the nearby activity centers of Anoka Ramsey Community College and the Mercy Hospital complex. Plus, the potential to connect to the Mississippi River would introduce a significant amenity that will draw potential residents, shoppers, and small office users.

The biggest barrier to redevelopment in the Port Campus Square study area is making sure that the first projects don't overreach by relying too much on an unrealistic trade area. With the transition of Coon Rapids Boulevard in recent years from a principal arterial to a minor arterial, the market dynamics affecting the study area have changed dramatically. Early redevelopment projects need to respect this change. If they don't and as a result fail to succeed, they could severely impact the long term prospects of the quality and quantity of redevelopment in the study area.

PORT RIVERWALK LOCATION ANALYSIS

The Port Riverwalk study area is located about 13 miles north of downtown Minneapolis in Coon Rapids along a stretch of Coon Rapids Boulevard that is roughly between East River Road and Egret Boulevard (Map 3).

Map 3: Port Riverwalk Study Area

STUDY AREA LAND USES

The Port Riverwalk study area is mostly vacant except for several small commercial buildings on the north side of Coon Rapids Boulevard just east of Egret Boulevard.

SURROUNDING LAND USES

Bordering the southern edge of the study area are several apartment buildings and a skilled nursing facility. Extending beyond the immediately adjacent multifamily housing is neighborhood of detached, single-family homes.

Bordering the northern edge of the study area is a school, a medical clinic, and some active park space that includes a miniature golf course, and ball fields.

West of the study area is a neighborhood of mostly single-family homes and a school. East of the study area, the character of the area becomes dominated by infrastructure related to the road system with the splitting of Coon Rapids Boulevard and East River Road as well as a set of rail road tracks.

REGIONAL ACCESS

The study area is connected to the broader Metro Area via Coon Rapids Boulevard. Coon Rapids Boulevard is a county highway that carries approximately 31,000 vehicles per day (Map 2) near the study area. Less than a mile south of the study area, Coon Rapids Boulevard and East River Road connect to Highway 610 and US Highway 10, both of which are connected to the region's network of controlled-access highways.

Local Access

Local vehicular access from Coon Rapids Boulevard is good. The approximately 31,000 vehicles per day is enough traffic to support many forms of convenience-based retail dependent on high traffic volumes and visibility. Moreover, there are controlled intersections at 100th Lane NW and Egret Boulevard that allow easy access to most sites within the study area. Like the Port Campus Square study area, the primary barriers to local access are related to north-south movement. In particular, the BNSF rail line, which runs parallel to Coon Rapids Boulevard is less than a ¼ mile to the north and has crossings at Egret Boulevard and the Coon Rapids Boulevard Extension, though this is not a quality crossing.

Visibility

Given the traffic volumes along Coon Rapids Boulevard, visibility to most retail sites within the study area is excellent.

Development Momentum

Although a number of sites have been cleared in the study area, there has been minimal new development. And, without any new development to point to, the study area must overcome the perception that it is not ready for development.

Availability of Land

Similar to the Port Campus Square study area, one of the biggest benefits of the Port Riverwalk study area is the availability of land for new development. This supply of land will allow a great deal of flexibility, which will help with the marketability of the study area by allowing strategic siting of individual projects in a manner that can best match current market demand with the long range vision.

Port Riverwalk Conclusion

The Port Riverwalk study area is well positioned to attract new development, though it doesn't have the development momentum, concentration of complementary uses, and presence of key activity generators that the Port Campus Square study area benefits from. However, it does have ample land for redevelopment and/or the introduction of public open space amenities. Also, none of the surrounding land uses would detract from the marketability of the study area, though they may not necessarily enhance it as well. Another benefit, though, is the proximity of the Mississippi River and the Coon Rapids Dam Regional Park, which is a significant amenity that will draw potential residents.

Socio-Economic Analysis

INTRODUCTION

This section examines the demographic and economic trends of Coon Rapids. Changing demographic and economic trends can signal ways in which the market will likely respond to future demand for housing, retail, and services.

POPULATION AND HOUSEHOLDS

Figure 4 presents population and household growth trends for Coon Rapids from 1960 to 2010. From 1960 to 2000, Coon Rapids added an average of 9,300 people each decade. During the 2000s, though, Coon Rapids's population began to stabilize as it lost about 130 persons after decades of strong growth. As of 2010, the population is roughly 61,500. The decline in population is largely due to declining household size. As a matter of fact, Coon Rapids actually added nearly 1,000 households during the 2000s, but this growth in households could not offset overall population decline.

Figure 5 compares the rate of population growth in Coon Rapids to Anoka County and the Metro Area over the past five decades. In the 1960s and 1980s, Coon Rapids had a growth rate that far exceeded the metro area and even Anoka County. During the 1990s, the growth rate of Coon Rapids was much similar to that of Anoka County and the Metro Area. As noted previously, Coon Rapids's population growth rate has begun to lag behind the County and Metro Area due in part to declining household size and the fact that Coon Rapids no longer has significant amounts of available vacant land for new development. Therefore, any future growth in Coon Rapids will have to be the result of redevelopment of existing uses.

Figure 4: Coon Rapids Population and Households 1960-2010

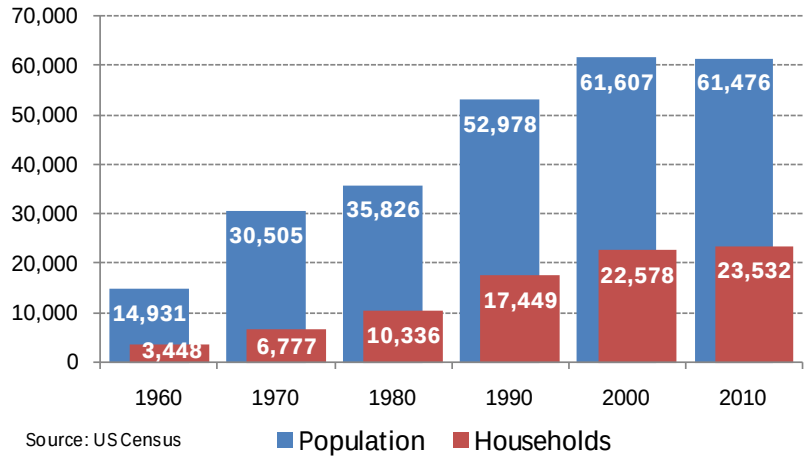
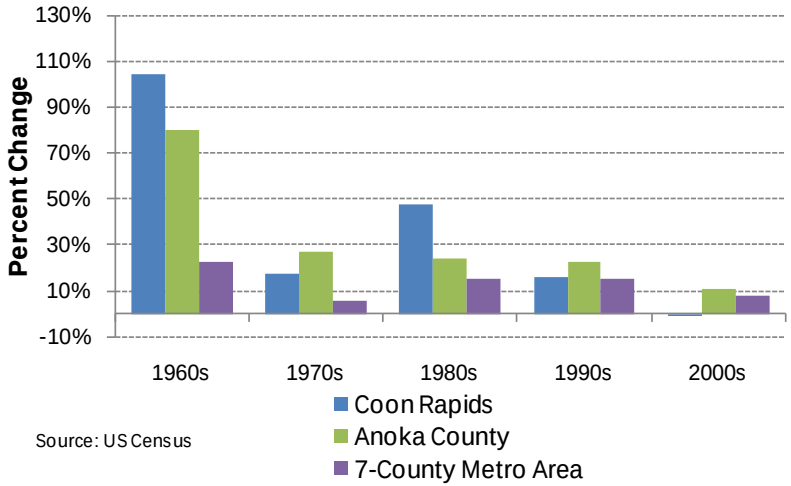


Figure 5: Population Growth Rates for Coon Rapids, Anoka County and Metro 1960-2010



AGE

The median age of the population, regardless of locale, has been increasing since 1970 (Figure 6). However, Coon Rapids has been aging more rapidly than other areas. In 1970, its median age was 11 years younger than the US median. By 2010, it had the same median age as the US.

The age profile of the population has important ramifications on the market for new real estate development. Younger persons have significantly different demands than older persons when it comes to housing, retail, recreation, health care, and institutional uses.

HOUSEHOLD SIZE

Related to the aging of the population is household size. Household size declined sharply between 1970 and 1980 as the youngest baby boomers moved out of their parent's homes and started new households (Figure 7). The drop was especially sharp in Coon Rapids, which went from 4.5 persons per household to 3.0 persons per household in only 20 years. Since 1990, household size has continued to drop, though nowhere near the sharp declines of the 1970s.

Changes in household size can impact real estate markets in a variety of ways. For example, fewer individuals in a household decrease the need for household goods and personal services, which can greatly impact certain segments of the retail market. Conversely, increasing household size results in greater population density and more demand for retail goods and services within the same geographic trade area.

Figure 6: Median Age

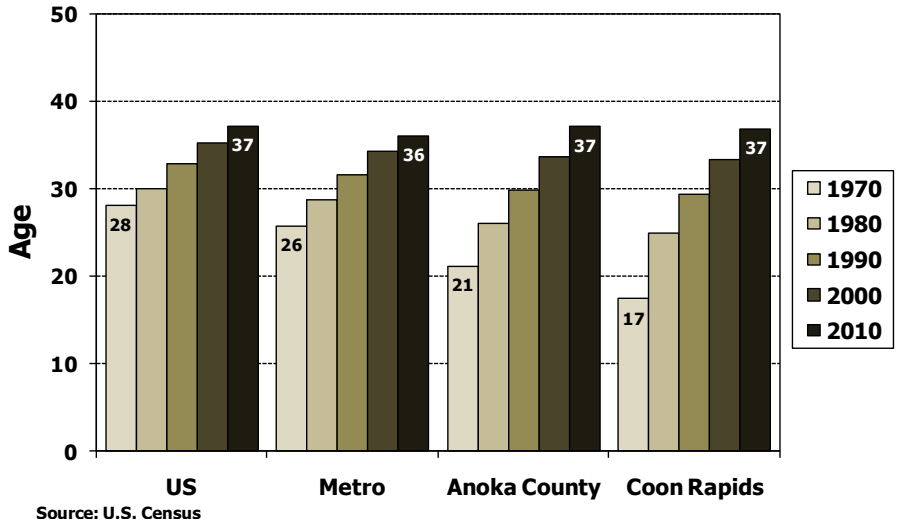
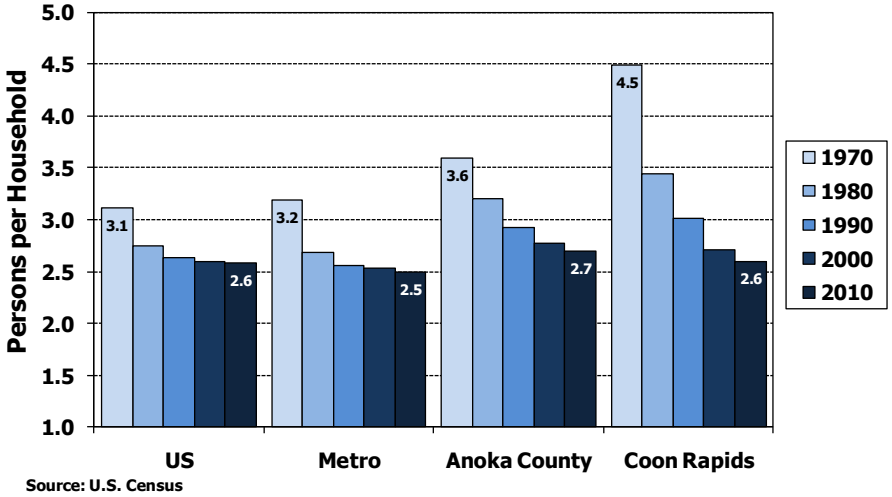


Figure 7: Household Size

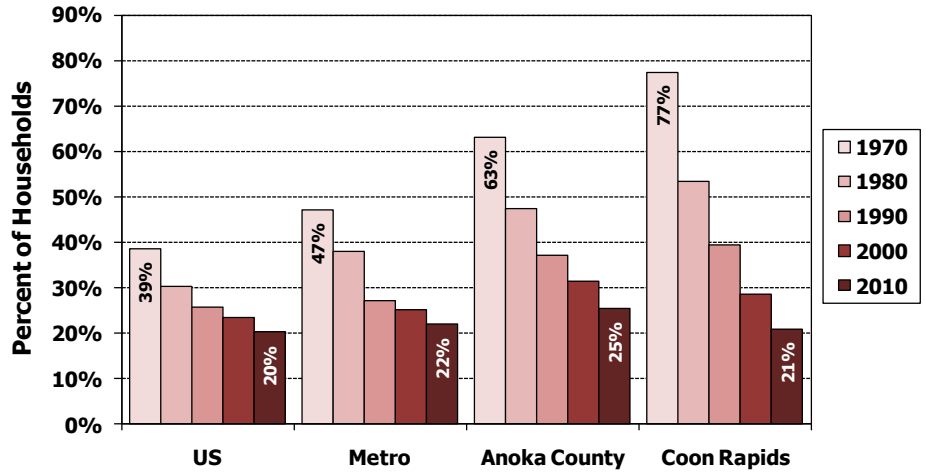


HOUSEHOLD TYPE

Household types have dramatically changed since 1970. In the last 40 years, as the population has aged, the percentage of households defined as married couples with children has significantly decreased (Figure 8) while the percentage of single-parent families and single-person households has increased. This drop has been especially acute in Coon Rapids where only 21% of all households are now married couples with children, compared to 77% in 1970.

Changing household types influence real estate by affecting the types of retail demanded by consumers. For example, discount merchandisers, such as Target and Wal-Mart, no longer can rely primarily on a format designed for busy, young families. Instead, savvy retailers will need to know the unique characteristics of their trade area and design their stores and services around those characteristics.

Figure 8: Married Couple Families with Children



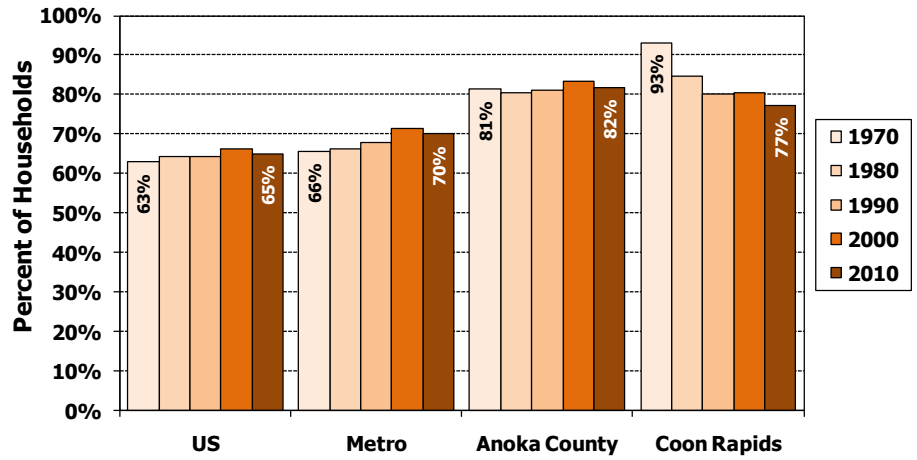
Source: U.S. Census

HOMEOWNERSHIP

Homeownership in Coon Rapids has historically been well above national and regional rates. This is generally because Coon Rapids has a high proportion of owner-occupied, single-family housing and has not gone through strong periods of apartment construction like many other communities of similar size. However, it is interesting to note that homeownership declined pretty much everywhere during the 2000s.

Traditionally, low homeownership is indicative of a more mobile population that lives in their place of residence for short periods of time. However, structural change in the for-sale housing market due to the recent bust is making homeownership less attractive. This may result in more long-term or "lifestyle" renters who choose to not own their housing, though they may have the means to do so.

Figure 9: Homeownership Rate



Source: U.S. Census

INCOME

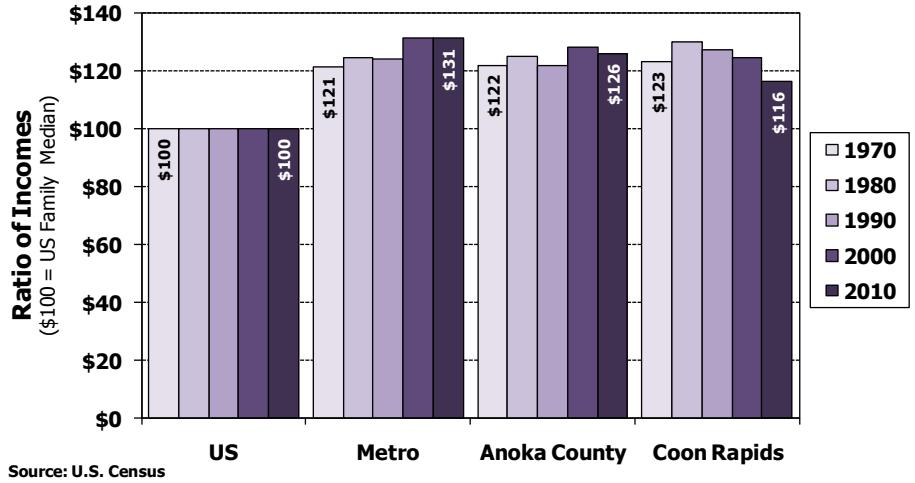
Since 1980 Coon Rapids's median family income has been falling relative to the US median family income. The decline was especially sharp during the 2000s when Coon Rapids's median family income went from being roughly equal to that of the Metro Area to falling well below. While Coon Rapids's incomes have been falling, the Metro Area and Anoka County median family incomes have been generally increasing relative to the national norm.

Income is important because it directly relates to the spending power of area residents and their ability to support retail and afford new forms of housing.

UNEMPLOYMENT RATE

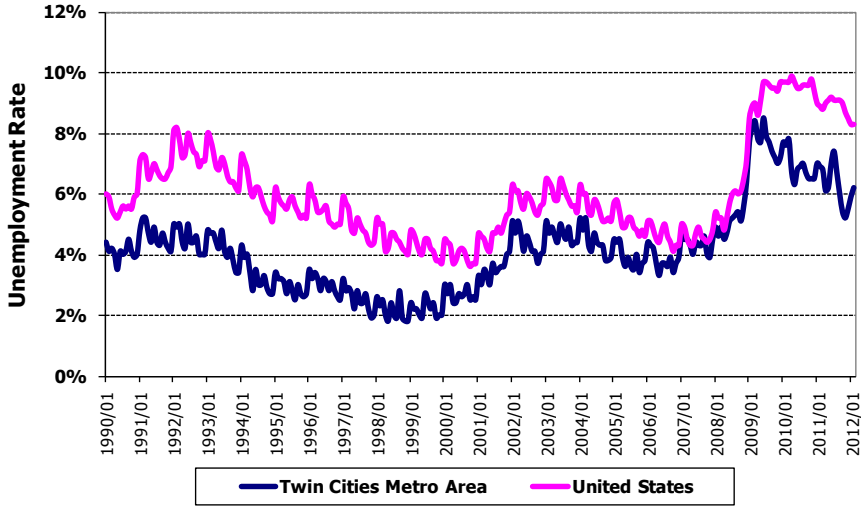
From late 2007 to early 2010, the unemployment rate in the Twin Cities Metro Area increased sharply and reached a rate not seen for over 25 years. This has had a dampening effect on the demand for housing, retail, and office space in the Metro Area. Presumably, as the overall economy improves, many businesses will begin to hire more employees, which will increase economic activity and produce short-term demand in all real estate sectors. The challenge is that the job losses registered between 2007 and 2010 were so deep and severe that it may take many years before the economy returns to employment levels that were pre-recession.

Figure 10: Median Family Incomes ($100 = US Median Family Income)



Source: U.S. Census

Figure 11: Unemployment Rate



Source: MN Dept. of Employment and Economic Development, *Local Area Unemployment Statistics (LAUS)*

EMPLOYMENT BY INDUSTRY

Employment in the Twin Cities Metro Area experienced a slight growth between 2000 and 2006 (Table 2). Industry sectors that grew the most during this time were Health and Education Services and Leisure and Hospitality, and Financial Activities. Balancing out these increases were declines in Manufacturing, Information, Trade, and Professional and Business Services.

Between 2006 and 2011, however, most industry sectors experienced employment decline with the biggest losses occurring in Manufacturing, Construction, and Trade, Transportation, and Utilities. The only industry to experience any appreciable job growth during the latter half of the 2000s was Health and Educational Services.

Table 2: Employment by Industry 2000-2010, Twin Cities Metro Area

INDUSTRY	Twin Cities Metro Area			Change 00-06		Change 06-11		Change 00-11	
	2000	2006	2011	No.	Pct.	No.	Pct.	No.	Pct.
Goods Producing Domains									
Natural Resources & Mining	3,220	3,604	3,637	384	11.9%	33	0.9%	417	13.0%
Construction	75,163	75,850	51,000	687	0.9%	-24,849	-32.8%	-24,163	-32.1%
Manufacturing	217,162	185,244	159,833	-31,918	-14.7%	-25,411	-13.7%	-57,329	-26.4%
Service Producing Domains									
Trade, Transportation, & Utilities	341,196	326,511	295,231	-14,685	-4.3%	-31,280	-9.6%	-45,965	-13.5%
Information	54,185	43,374	40,859	-10,811	-20.0%	-2,516	-5.8%	-13,326	-24.6%
Financial Activities	126,980	137,638	132,076	10,658	8.4%	-5,562	-4.0%	5,096	4.0%
Professional & Business Services	263,779	254,456	257,599	-9,323	-3.5%	3,143	1.2%	-6,180	-2.3%
Health & Education Services	263,963	315,534	343,252	51,571	19.5%	27,718	8.8%	79,289	30.0%
Leisure & Hospitality	138,716	153,017	151,398	14,301	10.3%	-1,618	-1.1%	12,682	9.1%
Other Services	55,633	55,454	52,637	-179	-0.3%	-2,817	-5.1%	-2,996	-5.4%
Public Administration	60,763	64,601	65,275	3,838	6.3%	674	1.0%	4,512	7.4%
Total, All Industries	1,600,760	1,615,282	1,552,796	14,522	0.9%	-62,486	-3.9%	-47,964	-3.0%

Source: Minnesota Department of Employment and Economic Development

SOCIO-ECONOMIC CONCLUSION

Conn Rapids's population declined slightly in recent years. This is largely the result of decreasing household sizes due to an aging of the overall population. This phenomenon is not unique to Coon Rapids. Most communities that have run out of vacant land for development will ultimately experience this cycle where residents age in place, preventing housing turnover and resulting in population decline. The effects of this dynamic are changing market demographics for area retailers and a housing stock that is at risk of deferred maintenance because new, often younger, families are not moving into the area and reinvesting in area homes.

At the same time, communities surrounding Coon Rapids, such as Blaine and Andover, have been some of the fastest growing communities in recent years because of the availability of vacant land that can capture new growth. Therefore, it will be important for Coon Rapids to identify places for redevelopment with which to capture some of the growth occurring nearby.

Retail Market

INTRODUCTION

Retail is one of the most highly competitive and fluid real estate market sectors. Existing stores are constantly being challenged by new concepts, locations and competitors. Turnover is very common and tenants and landlords must constantly be listening to the market and making strategic reinvestments or tenant mix changes to ensure their centers are vibrant and profitable.

It is important to monitor this constant market change to ensure that the total size of available retail space is in line with retail demand. When available retail space is beyond the size that can be supported by market demand, vacancies become more common. For retail areas dependent on a large retailer, such as a mall or center, this can be amplified by a "domino effect" caused by the common practice of co-tenancy where one tenant's lease requirements are tied to the condition that another tenant remains active in the area.

Excess retail supply also puts downward pressure on lease rates which can reduce the cash flow available to landlords for making the strategic reinvestments necessary for their property to remain competitive. This can lead to an overall decline in retail quality and can lead to negative impacts that can be a community concern.

The other reason to monitor the size of the retail market is to prevent an overly restrictive retail environment. When a community does not provide sufficient retail area to satisfy market demand, then the variety of retail options available to its customers may be reduced and economic activity is diverted to other retail districts or communities.

It is therefore very important that communities attempt to find a balance between the amount of retail development and retail market demand.

It should be noted that the retail market analysis section of this report focuses primarily on the Port Campus Square study area. This is due to the limited potential to support significant retail in the Port Riverwalk study area for the following reasons. First, Port Riverwalk is located in close proximity to the Northtown retail district but is too far from its core to benefit as a satellite retail district. Second, the local trade area is highly constrained by area traffic patterns in which north-south movement is severely limited. Third, the lack of a prominent cross street decreases the potential for an area of focus. Fourth, there is no established retail presence to build upon.

Despite these barriers, Coon Rapids Boulevard in the Port Riverwalk area does have traffic volumes in excess of 30,000 vehicles per day. Therefore, there is potential to capture a portion of that traffic for highly convenience-driven retail, such as gas stations, coffee shop, etc. However, this is limited and would not necessarily extend beyond one or two visible sites at a key intersection.

TYPES OF RETAIL CENTERS AND GOODS

The design of retail districts in urban areas has changed significantly during the 20th century, expanding from walkable town centers to auto-oriented shopping centers to the diverse types of retail centers we see today. Many of the changes have been linked to metropolitan growth patterns, changes in urban transportation systems – including the rising dominance of the automobile – and evolving retailing technologies.

One result of this change is that communities have inherited a mix of current and older retail centers that vary in economic performance and physical character. Whether a retail location is older, such as a downtown, or brand new, there is a promising opportunity to create pedestrian-friendly uses by adopting urban design approaches that emphasize links to local neighborhoods, walkability, transit access, complementary land uses, and natural amenities.

A clear understanding of the form and dynamics of retail centers is helpful when positioning them in a community. They can vary dramatically based on:

- Physical size
- Built form
- Metropolitan location
- Transportation access
- Size of Trade Area
- Mix of services and tenants
- Presence of competing centers

Many forces can affect the performance of retail districts over time:

- Changes in the regional transportation system can alter the relative situation of districts, e.g. freeway or transit station proximity.
- A boom in construction of retail centers during the 1960s-1980s resulted in an overbuilt retail market in many communities today.
- Aging retail centers often need major renovation, expansion, or repositioning to be competitive.
- Changing demographics in the Trade Area may reduce buying power or create a market mismatch for a retail district.
- Smaller retail districts often lack space for expansion and struggle to compete with areas that can accommodate stores that are increasingly larger, e.g. supermarkets and discount stores.
- Competition can increase due to new and expanding retail districts within five miles.
- Diversification of shopping center types with new formats and popular tenants increases the competitive challenge.

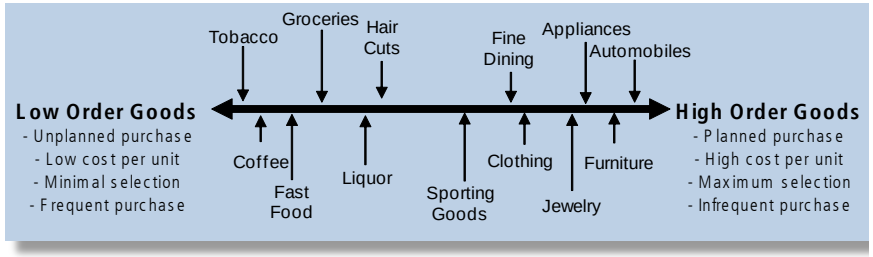
The area from which a retail district draws the majority of its business is known as the Trade Area. The boundary for a Trade Area is determined by many factors, but mostly by the location of the next closest district offering a similar complement of goods and services. Ideally, the Trade Area for a given district has no other competitors for several miles in each direction, giving the district the strong advantage of convenience to the households and employers surrounding it. In reality, travel routes and intervening land uses (e.g. large rail yards with no crossings) often make one district more convenient than another retail district that is closer "as the crow flies."

Determining the Trade Area around a retail district depends on the amount of goods and services it can offer to the surrounding household base; the level of offering is usually related to the size of the district and the order of goods and services available.

Goods are often classified on a relative scale from lower order to higher order goods. Lower order goods are those goods which consumers need frequently and therefore are willing to travel only short distances for them. Higher order goods are needed less frequently so consumers are willing to travel farther for them. These longer trips are usually undertaken for not only purchasing purposes

but other activities as well. Figure 12 demonstrates where some of the common goods and services might fall along this continuum.

Figure 12: Hierarchy of Retail Goods and Services



It is also important to keep in mind that retail trade areas vary considerably, depending on surrounding housing density and the attraction of the specific retail tenants. Stores in higher-density areas can thrive with smaller Trade Areas.

RELATIONSHIP BETWEEN RETAIL DEMAND AND DEMOGRAPHICS

Retailers capture sales from five main categories of consumers: residents, daily workers/students, commuters, intermittent (transitory) visitors, and destination shoppers. Of these, residents are usually the main source of income for most retailers. In the case of the Port Campus Square area, however, the large number of students and nearby hospital and clinic workers means that this group could represent a significant proportion of market demand.

In general, neighborhood retailers perform best when they are surrounded by "rooftops," rather than simply trying to capture drive-by traffic. The strongest retail locations do a bit of both; they serve the residents living in the surrounding area and, because they are located on high-traffic streets, they capture business from commuters, intermittent visitors, and daily workers.

RESIDENT CONSUMERS

- Spend, on average, between 10%-20% of household income at local retailers (not including auto spending); this is far more per capita and per-trip than other consumer types.
- Support a wider variety of retail goods and personal services than daily workers or transitory visitors; everything from haircuts to hardware to prescriptions.

DAILY WORKERS/STUDENTS

- Spend just a fraction on local retail compared to residents, but can be regular customers for restaurants, coffee shops, and other specific retailers.
- Generally limit their spending time to the working hours during Monday-Friday.
- Spend in narrow categories such as restaurants and convenience/gas.

INTERMITTENT VISITORS

- Are difficult to predict but can be significant sources of business to retailers located on major thoroughfares with good access.

COMMUTERS

- Do not generate high levels of patronage for most retail tenants.
- Like daily workers, can become regular customers for specific retailers such as coffee shops or convenience/gas stations.

DESTINATION SHOPPERS

- Will drive significant distances and make special trips to shop at specific stores.
- Can be very loyal customers for the retailers they patronize.

- May often spend a substantial amount of money at one visit, or over the course of a year.

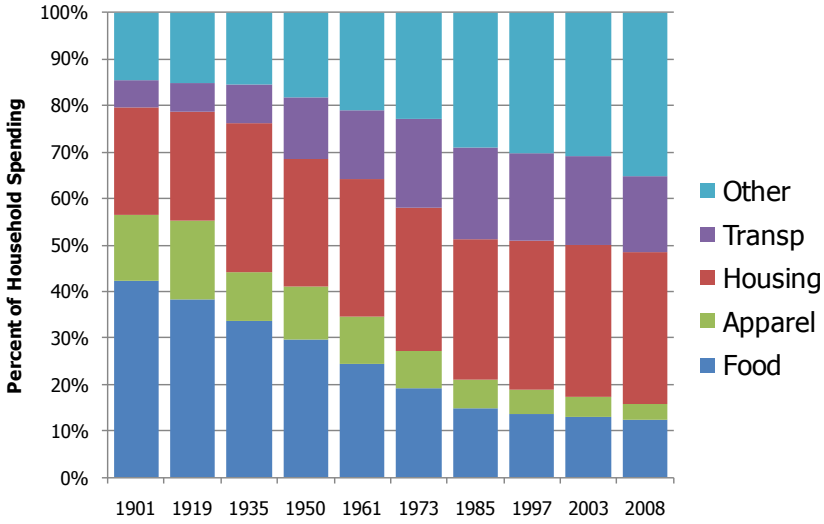
Given that residents (the consumer unit being a "household") generate the bulk of income for most retailers, the alignment between the demographic characteristics of the surrounding population and the tenant mix of a retail district is crucial. In an ideal world, the mix of tenants at a retail district would satisfy all of the regular needs of the surrounding population.

For example, a strip retail center located adjacent to a subdivision of starter homes with young families would offer such tenants as a grocery store, a hardware store, a drugstore/pharmacy, and family restaurants among others. A retail center in an inner-city urban area with few families would offer independent coffee shops, bookstores, niche restaurants with bars, and other specialty stores catering to singles and professionals.

OTHER FACTORS INFLUENCING RETAIL MARKETS

Over the course of 100 years, consumer spending patterns have shifted dramatically. Categories that typically consist of retail purchases have been squeezed by other categories, namely housing, transportation, and a rapidly growing "other" category, which consists mostly of healthcare, education, and savings. Although the proportion we spend on food and apparel has dropped dramatically due to the industrialization of their processing, Figure 13 below still underscores the fact that an increasing share of spending is being diverted into non-retail categories.

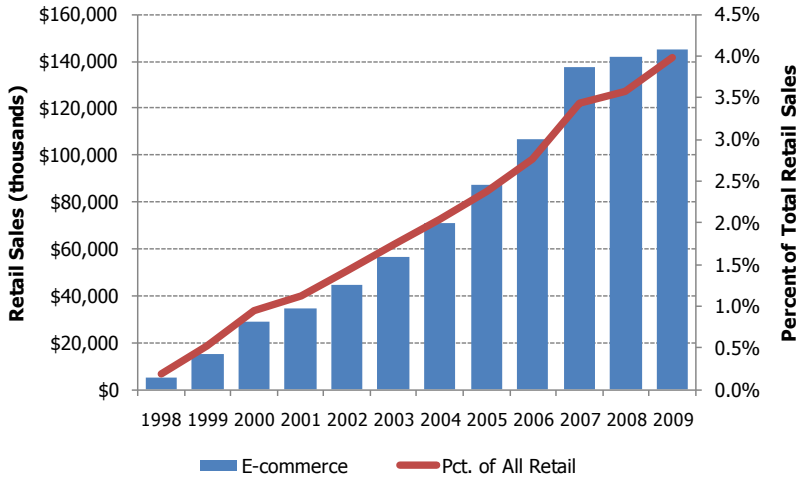
Figure 13: Historic US Consumer Spending as a Percentage of Income, 1901-2008



Source: Bureau of Labor Statistics: Consumer Expenditure Survey

More threatening to the long range prospects of traditional retail is the growth in e-commerce or on-line purchasing of goods and services. Overall, e-commerce remains a very small proportion of all retail spending (Figure 14). However, growth since the late 1990s has been almost exponential. Although it will likely taper as retailers figure out how to more effectively combine the on-line and in-store experience, each half a percentage growth in e-commerce translates into millions of fewer square feet of traditional retail space that can be supported nationwide. However, neighborhood-oriented retail will likely feel less effect because the goods are generally consumed soon after purchase and therefore more immune from online competition.

Figure 14: Growth in E-Commerce Retail Spending



Source: US Census: E-Stats, E-Commerce Multi-sector Report

TRADE AREA DEFINITION

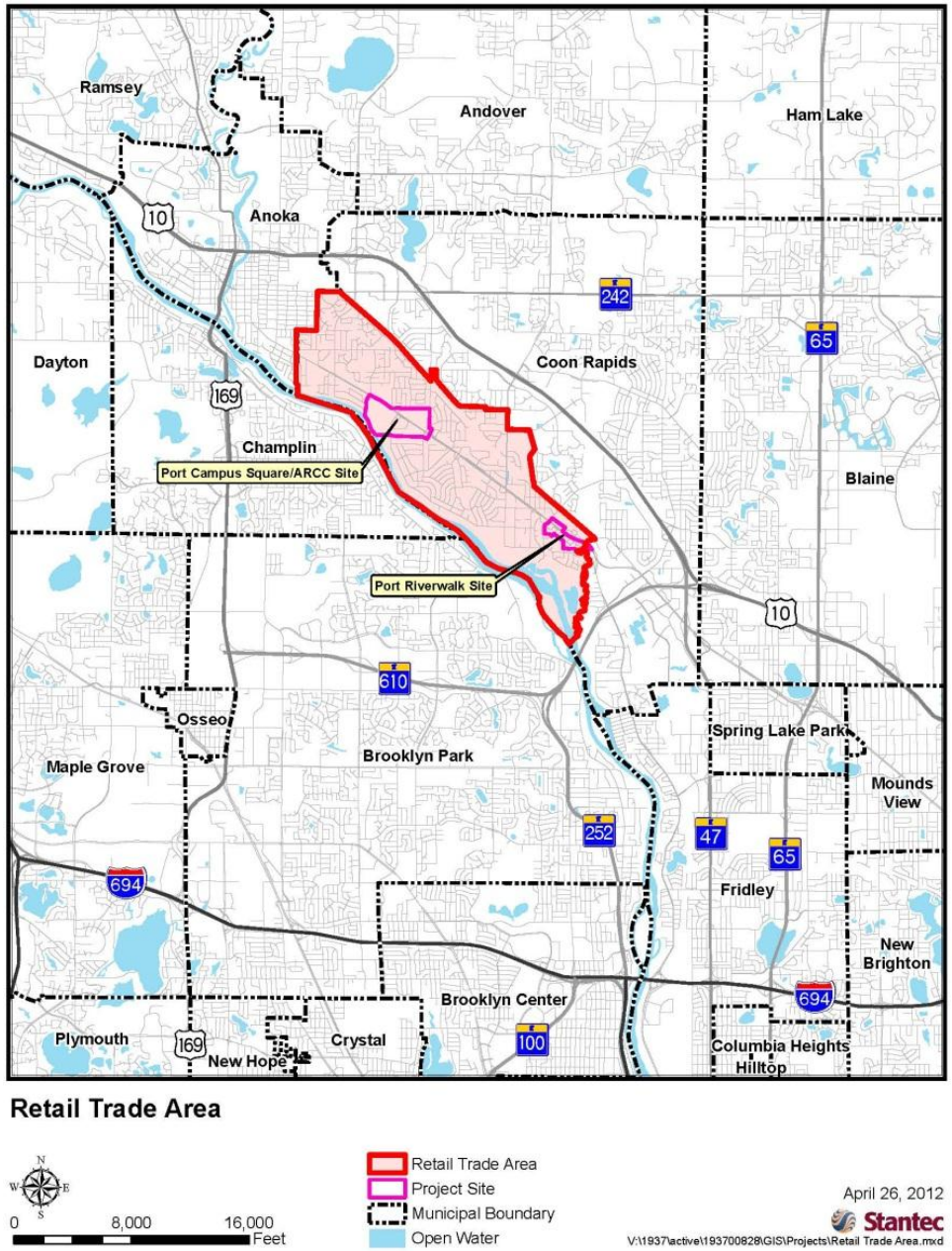
The Port Campus Square retail trade area is centered along Coon Rapids Boulevard extending approximately four miles from the border with Anoka on the west to the Port Riverwalk area on the east (Map 4). The Mississippi River forms the southern border of the trade area, while the BNSF railroad tracks form the northern border of the trade area.

The location of competitive retail districts and existing traffic patterns has a major impact on the definition of the retail trade area for the Port Campus Square location. Riverdale, a large regional shopping center located at the intersection of US Highway 10 and Round Lake Boulevard, is less than two miles north of Port Campus Square. The proximity of this major retail district not only restricts the size of the Port Campus Square trade area, but also attracts numerous residents from the trade area because of its greater diversity of retail stores and offerings. As a result, the Port Campus Square retail trade area only extends less than one mile to the north and west of the actual Port Campus Square site.

Furthermore, another important regional shopping center, Northtown, is located approximately four miles south and east of the Port Campus Square area, which also serves to limit the size of the trade area. However, because Northtown is somewhat more distant from Port Campus Square than Riverdale, the trade area extends further south and east than it does to the north and west.

Also limiting the size of the trade area are the Mississippi River and the BNSF railroad tracks, both of which are barriers to north-south movement across Coon Rapids.

Map 4: Retail Trade Area Map



Retail Trade Area

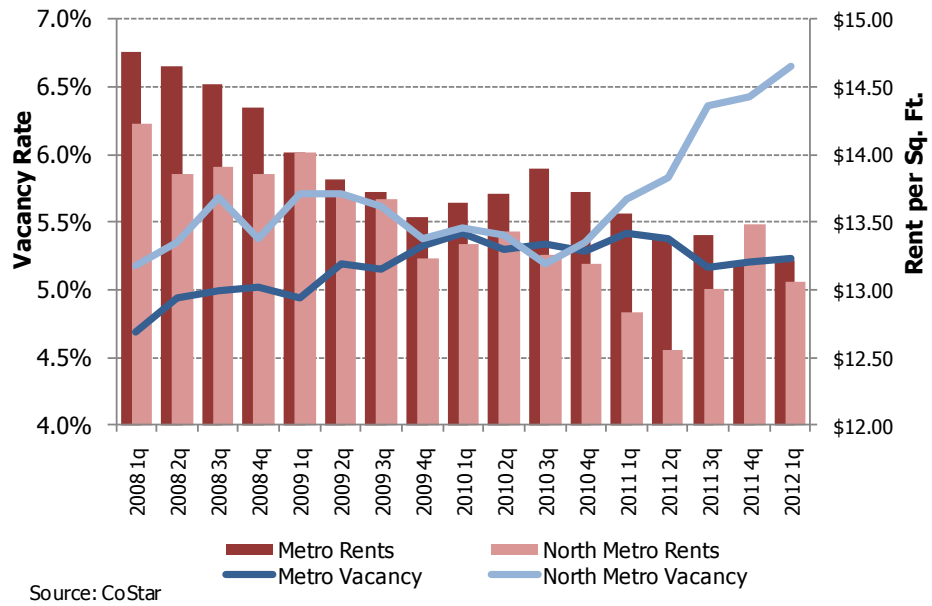
MACRO RETAIL TRENDS

The retail real estate market has been profoundly impacted by the current recession. Retail markets typically lag slightly behind residential markets as most retailers follow the axiom of "follow roof tops." Not surprisingly, as the residential market crashed due to lax lending standards and over building, the retail market has followed suit. Compounding the problem, high unemployment has resulted in a sharp decline in consumer spending. Finally, the recent recession was particularly difficult for some retailers because it also included a widespread seizing up of credit markets which contributed to several significant retail bankruptcies, in part, due to inability to manage heavy debt burdens.

The recession has affected tenants of all types, but has been particularly difficult in the "big box" format due to the number of bankruptcies in this format and the limited flexibility of the space to adjust to other formats. Many of the "big box" stores that have suffered are due to a business model that stresses wide selection of a narrow range of goods. Often termed "category killer" in the real estate industry, these stores often dominate a particular category of goods, such as office supplies, toys, fabrics, etc. Most vacant "big box" stores have remained vacant, even in extremely desirable retail locations and landlords have even resorted to inserting non-traditional tenants such as deep discounters (i.e. Big Lots), thrift stores, (i.e. Goodwill) and temporary tenants that would have been viewed as less desirable tenants before the recession.

The overall retail vacancy rate for the Twin Cities increased sharply from 2007 to 2009 and is currently at 5.3% (Figure 15). Furthermore, as demand for retail space declines, many retail tenants are renegotiating leases and putting downward pressure on rents. Since 2007, average quoted rates have dropped from nearly $16 per square foot to just over $13 per square foot. Vacancy rates are at the highest rate in 14 years. Most retail development that was planned in recent years has been postponed, cancelled or scaled back in scope. However, given recent employment gains and pent-up demand from prolonged belt tightening, some retail sectors are beginning to see strong sales, though aggressive expansion and growth appears several years away.

Figure 15: North Metro and Metro Area Retail Vacancy and Lease Rates



Source: CoStar

NORTH METRO RETAIL CONDITIONS

The condition of the retail market in the North Metro appears to have mirrored the experience of the entire Metro Area (Figure 15). Quoted lease rates dropped dramatically starting in 2007 and despite a brief rebound in 2010 continued to decline throughout 2011. In

contrast, though, vacancy rates increased sharply in 2010 in North Metro while vacancy rates across the Metro have appeared to moderate somewhat.

This sharp upward trend in vacancies is likely due to large, "big-box" chain stores that have come on the market because of bankruptcies. Examples of this include Circuit City and Cost Plus World Market. When "big-box" stores go vacant, they can be especially difficult to fill because so few retailers can use all the space. Moreover, these stores are difficult to subdivide. In some areas, these stores have been repurposed into other uses, such as self-storage facilities, churches, and educational facilities.

COMPETITIVE TRADE AREA RETAIL DISTRICTS

There are seven important retail districts in and near the Port Campus Square retail trade area (Table 3 and Map 5). As noted previously, Riverdale and Northtown are two large districts each with over 2 million square feet of retail space. These districts anchor retail activity in the North Metro and include a wide variety of retail goods and services. Although the Northtown area is somewhat larger in total square footage than Riverdale, Riverdale is newer and has a slightly more affluent household base and thus has been able to attract most of the large national retail chains that prefer regional centers.

Other important retail districts are located along Highway 10 at Foley Boulevard and Hanson Boulevard. The Foley area features a number of large single-use stores, which generally do not form a cohesive shopping district because the uses, including car dealerships, a multiplex cinema, and a furniture store, aren't particularly complementary. The area around Hanson Boulevard is a more traditional community center in which a large grocery store, in this case Cub Foods, anchors the district.

Table 3: Trade Area Retail Districts

Retail District	Prop-	Leasable	Building	Vacancy Rate			Avg. Rent	
Principal Centers	erties	Sq. Ft.	Age[1]	2011	2010	2009	per sq. ft.[2]	District Character
Riverdale	85	2,114,000	--	2.8%	3.3%	4.5%	$24.99	Newer lifestyle that has repalced Northwotwn as the primary North metro shopping destination. Retail mix, however, does not have the upscale stores found at Arbor Lakes.
Riverdale Commons		518,000	1998	--	--	--	--	
Riverdale Crossing		316,000	1990	--	--	--	--	
Riverdale Village		950,000	2000	--	--	--	--	
Northtown	81	2,448,000	--	7.8%	8.1%	9.0%	$13.24	District is anchored by an aging enclosed mall that has recently undergone renovations. Retail mix is dominated by discount retailers and reflects the aging population and lower incomes of its trade area.
Northtown Mall		1,100,000	1972-r					
Northcourt Commons		145,000	1989					
Kmart Plaza		120,000	1971					
Rainbow Village		132,000	1990					
Springbrook Mall		185,000	1971-r					
Hwy 10 & Hanson Blvd	17	323,160	--	5.5%	4.0%	3.2%	$12.50	Grocery anchored community center with several restaurants and gas station/convenience stores.
Village Ten Center		200,000	1971				--	
Hwy 10 & Foley	10	450,000	--	1.6%	1.1%	0.5%	$17.00	Dominated by large, single-use properties. District lacks a complementary mix of retail.
HOM Furniture Center		306,000	1997				--	
AMC Theaters		76,000	1997					
Foley Plaza		44,000	2003					
Coon Rapids Blvd & Crooked Lake Blvd	33	300,000	--	22.0%	--	--	$7.74	Recent demolition of several large retail properties has shifted focus of area from a community retail focus to a neighborhood focus.
Coon Rapids Blvd & Hanson Blvd	14	100,000	--	9.0%	--	--	$13.50	Mostly single-use properties with tenants that focus on automobile maintenance and repair.
Coon Rapids Blvd & Round Lake Blvd	6	84,000	--	28.0%	--	--	$7.88	

Sources: CoStar; Stantec

[1] An "r" next to year indicates building has been recently renovated

[2] Average rent is based on quoted rates for "triple net" or NNN

Although the retail along Coon Rapids Boulevard is spread out and spans several miles, there are noticeable nodes at key intersections. The largest node, which is centered on Crooked Lake Boulevard, would generally be considered the Port Campus Square area. This area has approximately 300,000 square feet of retail with a mixture

of older properties verging on obsolescence and properties that have been recently renovated with stabilized tenancy. A number of large retail centers have been demolished in recent years. Nonetheless, nearly a quarter of the existing space remains vacant.

Furthermore, average lease rates in this portion of Coon Rapids Boulevard are well below the North Metro average as well as the other nearby competitive districts. The lower rates are mostly the result of a significant number of older, somewhat obsolete properties. Newer properties or those that have been recently renovated are achieving between $16 and $18 per square foot.

There are smaller nodes at Hanson Boulevard and Round Lake Boulevard. However, these districts also struggle with vacancy issues and in the case of the area around Hanson Boulevard the majority of retailers in this area are related to automobile maintenance or repair.

RETAIL TRADE AREA DEMOGRAPHICS

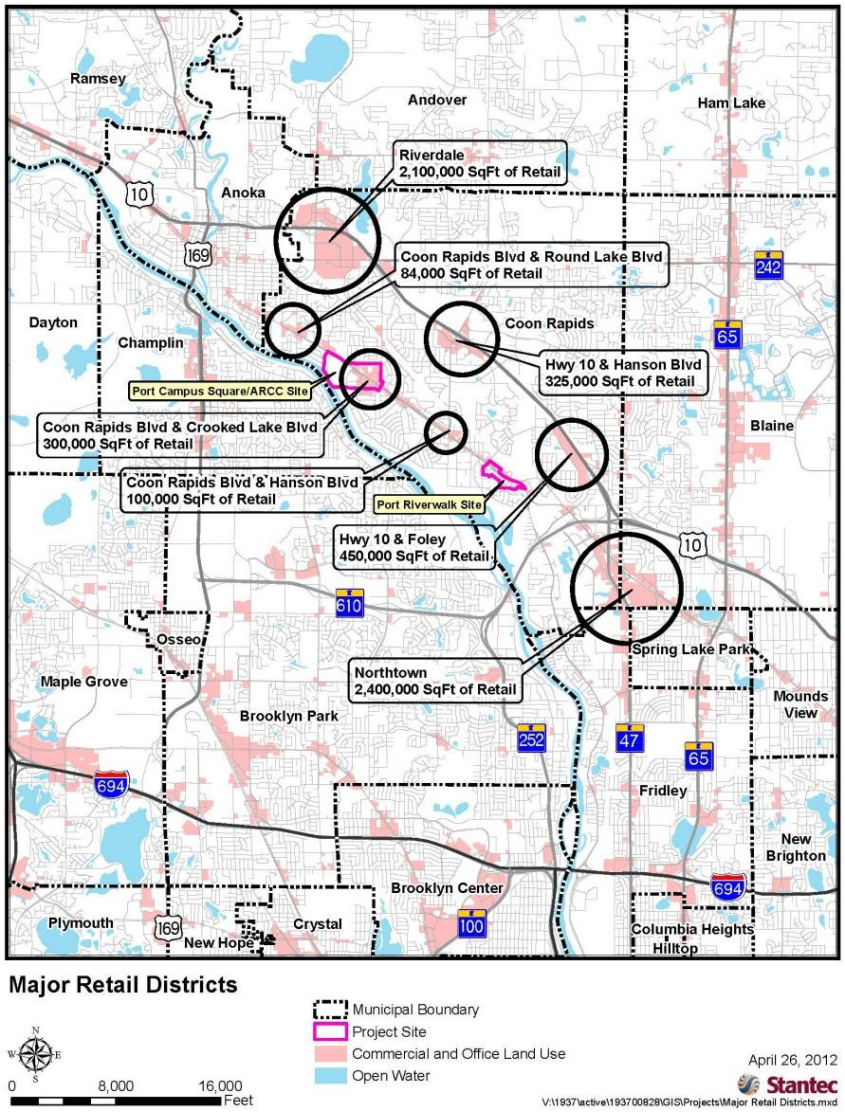
The Retail Trade Area declined by 2.3% between 2000 and 2010 losing over 400 persons (Table 4). This was in contrast to the metro area, which grew at a rate of 7.9%. However, given the potential for redevelopment and housing turnover, the Trade Area is forecasted to grow by nearly 3,200 persons during the current decade, which translate to over 900 households.

Table 4: Retail Trade Area Population and Household Growth Trends

			Forecast	Numeric Change		Pct. Change	
	2000	2010	2020	2000s	2010s	2000s	2010s
Population							
Retail Trade Area	18,974	18,531	21,700	-443	3,169	-2.3%	17.2%
7-County Metro Area	2,642,056	2,849,567	3,144,000	207,511	294,433	7.9%	10.3%
Households							
Retail Trade Area	7,060	7,187	8,100	127	913	1.8%	12.6%
7-County Metro Area	1,021,454	1,117,749	1,293,000	96,295	175,251	9.4%	15.7%

Sources: US Census; Metropolitan Council; Stantec

Map 5: Trade Area Retail Districts



AGE DISTRIBUTION

Like all of Coon Rapids, the population in the Retail Trade Area is aging rapidly. The fastest growing age groups over the past decade were persons age 65 to 74 and 75 and older (Table 5). This has resulted in a distribution of the population that now skews older than the metro area, whereas in 2000 the age distribution within the Retail Trade Area was slightly younger than the metro area. An aging population will impact the demand for retail as older households tend to spend less on traditional retail goods and services. Moreover, they also have different retail buying habits which means that the mix of retail shops that may have been appropriate for the trade area 20 years ago or even 10 years ago may no longer be the case.

Table 5: Retail Trade Area Age Distribution

	Retail Trade Area				7-County Metro Area			
Age Group	2000	2010	Change	Pct.	2000	2010	Change	Pct.
Under 5	1,478	1,291	-187	-12.7%	188,236	194,329	6,093	3.2%
5 to 17	3,790	3,198	-592	-15.6%	509,298	502,642	-6,656	-1.3%
18 to 24	1,849	1,762	-87	-4.7%	244,226	267,451	23,225	9.5%
25 to 34	2,782	2,617	-165	-5.9%	411,155	420,311	9,156	2.2%
35 to 44	3,192	2,363	-829	-26.0%	469,324	391,324	-78,000	-16.6%
45 to 54	2,551	2,774	223	8.7%	363,592	440,753	77,161	21.2%
55 to 64	1,713	2,190	477	27.8%	200,980	326,007	125,027	62.2%
65 to 74	940	1,295	355	37.8%	130,615	163,425	32,810	25.1%
75 and Older	679	1,041	362	53.3%	124,630	143,325	18,695	15.0%
Total	18,974	18,531	-443	-2.3%	2,642,056	2,849,567	207,511	7.9%
Distribution	2000	2010	Change		2000	2010	Change	
Under 5	7.8%	6.9%	-0.9%		7.1%	7.1%	0.0%	
5 to 17	20.0%	16.6%	-3.4%		19.3%	17.4%	-1.9%	
18 to 24	9.7%	8.6%	-1.2%		9.2%	9.2%	0.0%	
25 to 34	14.7%	14.7%	0.0%		15.6%	15.0%	-0.5%	
35 to 44	16.8%	15.4%	-1.4%		17.8%	14.6%	-3.2%	
45 to 54	13.4%	15.2%	1.8%		13.8%	15.6%	1.8%	
55 to 64	9.0%	10.8%	1.8%		7.6%	10.6%	3.0%	
65 to 74	5.0%	6.6%	1.6%		4.9%	5.4%	0.4%	
75 and Older	3.6%	5.4%	1.8%		4.7%	5.0%	0.3%	
Total	100.0%	100.0%	0.0%		100.0%	100.0%	0.0%	

Source: US Census

INCOME

The Retail Trade Area has a median household income that is below the Metro Area median, which indicates less spending power among households. Moreover, it appears that income growth has been lagging that of the Metro Area. Although incomes often lag behind the metro average when a significant proportion of households age into their retirement years, the dynamic in the Trade Area has been one in which all households, regardless of age, did not have incomes that kept up with Metro-wide growth rates. For example, between 2000 and 2010, households under age 25 in the Trade Area saw incomes actually decrease -28%, while this same age group at the Metro level had an increase of 8%.

Table 6: Retail Trade Area Median Household Income 2000 and 2010

	Retail Trade Area			7-County Metro Area		
	2000	2010	Change	2000	2010	Change
Households under 25	$40,750	$29,500	-27.6%	$29,818	$32,159	7.9%
Households 25-44	$54,254	$62,563	15.3%	$58,616	$69,652	18.8%
Households 45-64	$67,052	$69,815	4.1%	$67,861	$77,813	14.7%
Households 65+	$25,875	$28,973	12.0%	$31,233	$38,589	23.6%
All Households	$52,573	$55,891	6.3%	$54,807	$64,471	17.6%

Source: US Census

RETAIL DEMAND

Table 7 illustrates the methodology used to calculate retail demand. Demand for retail space is driven mostly by the spending power of Trade Area households and the supply of existing retail options. Spending power can also be augmented by daytime employees and other visitors, such as students, which have been accounted for in the calculation as well. The table indicates that there currently is excess spending power among Retail Trade Area households and workers/students to support approximately 50,000 square feet of additional retail space. Based on projected Trade Area household growth, the overall amount of supportable retail will increase to about 68,000 square feet of space by 2020.

RETAIL SUMMARY

Although the Retail Trade Area has the spending power to eventually support another 68,000 square feet of retail space by 2020, it should be noted that the siting of any additional retail will be dependent on key criteria, such as maximum visibility from highly trafficked thoroughfares, easy access from such throughfares, and a concentration of complementary stores to create a sense of destination.

Another important consideration for retail in the Port Campus Square study area will be the continuation of on-going efforts to renovate and/or remove siginifcant amounts of existing retail space that is either older or poorly positioned for rehabilitation. If this obsolete space is not removed or changed into a different use, it may continue to be a drag on the market by keeping rents low due to excess space. Retail areas saddled with excess space and the resulting low rents have a hard time finding an ideal mixture of tenants that complement one another, which can be a big barrier to creating a marketable destination or, in other words, a "sense of place."

Table 7: Retail Trade Area Demand Calculation

		Retail Trade Area		
		2010	**2015**	**2020**
Households		7,187	7,650	8,100
Average Household Income[1]		$68,846	$67,469	$66,119
Aggregate Household Income in Trade Area	=	$494,793,800	$516,135,956	$535,566,957
(times) Percent of Income Spent on Neighborhood Retail Goods[2]	x	18.3%	18.0%	17.7%
(equals) Resident Household Consumer Dollars	=	$90,547,265	$92,904,472	$94,795,351
(plus) Retail Spending by Daytime (Non-Resident) Students/Workers[3]	+	$7,200,000	$7,200,000	$7,200,000
(equals) Trade Area Retail Spending Potential	=	$97,747,265	$100,104,472	$101,995,351
(divided by) Average Sales per Square Foot[4]	÷	$250	$250	$250
(equals) Estimated Trade Area Demand for Retail Space	=	390,989	400,418	407,981
(less) Existing Supply of Competitive Trade Area Retail Space[5]	-	340,000	340,000	340,000
(equals) Potential New Retail Space that could be Supported in the Trade Area	=	51,000	60,000	68,000

[1] Figures are in 2010 dollars. 2015 and 2020 income figures are adjusted downward by 2% because the Trade Area has been experiencing declining incomes since 2000.

[2] US Department of Labor, Bureau of Labor Statistics: Average Annual Expenditures and Characteristics, Consumer Expenditure Survey, 2010. Percentage for 2015 and 2020 is adjusted downward slightly to account for increased on-line purchases of goods. Neighborhood retail excludes categories of goods, such as apparel and other durable goods, which are typically purchased at large regional centers (e.g., Riverdale and Northtown).

[3] Assuming roughly 12,000 daily students/workers in the Trade Area and average daily spending of $2.50 during the "work" year (Monday-Friday; 240 days per year).

[4] *Dollars and Cents of Shopping Centers* (Urban Land Institute)

[5] The Trade Area contains approximately 640,000 square feet of "retail" space. However, a significant portion of that space is obsolete, poorly positioned, or poorly located for most modern retail needs. Based on a review of prevailing lease rates, building ages, and tenant mix, we believe as much as 300,000 square feet (e.g., Family Center Mall) is obsolete and not considered competitive with new retail.

Source: Stantec

Further related to the mixture of retail tenants is the dominance of automotive-based businesses along Coon Rapids Boulevard. These types of businesses account for over 30% of all retail businesses along the Boulevard. Although these businesses provide an essential service to local customers, this degree of dominance creates an environment that is not particularly conducive to other types of retail because of the need to accommodate vehicular traffic into and out of their place of business. Although many of these businesses do a good job of providing as attractive as possible of a store front, the need for wide driveways, car bays, and paved surfaces, detracts from more experiential forms of retail, such as dining, shopping, and recreation.

It should be noted that automotive-based businesses are not as dominant in the Port Campus Square study area as they are in other portions of the Coon Rapids Boulevard, such as the area around Hanson Boulevard. Nonetheless, the prevalence of these businesses throughout the Corridor is readily apparent and, as a result, does have an impact on its overall character and feel.

The mixture and presence of non-automotive retail along Coon Rapids Boulevard was analyzed as well to determine whether there were any important gaps or underserved sectors. For example, because there are already two pharmacies along Coon Rapids Boulevard, the need for this type of retail is already being met.

In contrast, dining, grocery, clothing, and durable goods (i.e., furniture, appliances, and electronics) were all considered to be underepresented along Coon Rapids Boulevard given the spending power of the Trade Area. However, in the case of clothing and durable goods, these types of stores generally require much larger trade areas and thus typically gravitate to large retail centers, such as Riverdale and Northtown. Because of the close proximity of these two centers to the Trade Area, these retail uses were not considered to be supportable in the Port Campus Square area.

Grocery has somewhat of a similar issue since grocery store formats have significantly increased in size in recent years. However, the grocery store market has been diversifying in recent years and new niche forms of grocery, such as Aldi or organic food markets, have been capturing more and more market share. Dining is the one retail sector that clearly could be better represented in the Port Campus Square area. Furthermore, with uses such as the ice arena, Community Center, ARCC and nearby Mercy Hospital, more dining would fit with well these target markets.

Office Market

INTRODUCTION

This section provides an overview of the regional and local market trends for office space. This section concludes with a demand analysis that forecasts how much future need there will be for office space and the likely impact it will have on the redevelopment potential within the Port Campus Square and Port Riverwalk study areas.

EMPLOYMENT GROWTH TRENDS

Table 8 shows employment growth from 1970 to 2020 for Coon Rapids, Anoka County, and the Twin Cities Metro Area. From 1970 to 2000, Anoka County captured anywhere from 6% to 13% of all new jobs added in the Metro Area. The recession of the late 2000s, however, resulted in an overall net decrease in jobs both at the County and Metro Area levels. In contrast, Coon Rapids actually recorded a net increase in jobs of 7% during this time, suggesting an employment base that was well protected from the ups and downs of the recession.

During the coming decade, with an expected return of positive employment growth, Anoka County is anticipated to capture an increasing share of the Metro Area's employment gains, while Coon Rapids will continue its steady path of consistent job growth.

Figure 8: Employment Growth Trends 1970-2020

	1970	1980	1990	2000	2010	2020
Coon Rapids	3,170	10,641	16,449	21,682	23,204	26,000
Anoka County	29,170	63,317	77,467	110,091	106,301	141,970
7-County Metro Area	779,000	1,040,000	1,272,773	1,606,994	1,548,000	1,743,000
Numeric Change in Emp.		*1970s*	*1980s*	*1990s*	*2000s*	*2010s*
Coon Rapids	--	7,471	5,808	5,233	1,522	2,796
Anoka County	--	34,147	14,150	32,624	-3,790	35,669
7-County Metro Area	--	261,000	232,773	334,221	-58,994	195,000
Percentage Change in Emp.		*1970s*	*1980s*	*1990s*	*2000s*	*2010s*
Coon Rapids	--	235.7%	54.6%	31.8%	7.0%	12.0%
Anoka County	--	117.1%	22.3%	42.1%	-3.4%	33.6%
7-County Metro Area	--	33.5%	22.4%	26.3%	-3.7%	12.6%
Share of Metro Emp. Growth		*1970s*	*1980s*	*1990s*	*2000s*	*2010s*
Coon Rapids	--	2.9%	2.5%	1.6%	--	1.4%
Anoka County	--	13.1%	6.1%	9.8%	6.4%	18.3%

Sources: Metropolitan Council; MN Department of Employment and Economic Development

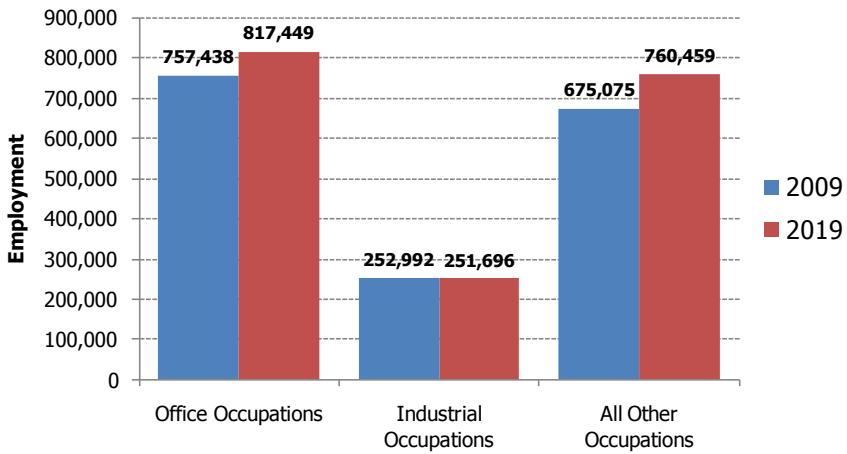
OFFICE JOB PROJECTIONS

According to the most forecasts from the Minnesota Department of Employment and Economic Development, the Twin Cities Metro Area is projected to have a net increase of over 60,000 office jobs between 2009 and 2019 (Figure 16 and Table 9). Clearly, 60,000 new office workers in the next decade will increase demand for office space in Anoka County and Coon Rapids. However, several trends will temper this demand.

First, the average space per office worker has been declining in recent years due to greater acceptance of telecommuting, fiscal response to the recession, less need for document storage, and greater interest in more collaborative work settings and shared workspaces. Historically, 250 square feet per office worker was the

standard used by many architects when designing office space. This average has decreased to almost 150 square feet of space per worker and may decrease even more if current trends persist. Second, with declining space needs, our current supply of office buildings will likely be able to accommodate a larger work force as spaces are reconfigured to meet current trends. Third, not all office workers will work in a traditional office building. There are many examples of businesses that choose to locate typical office jobs in flex industrial space or even marginal retail space.

Figure 16: Projected Growth in Metro Area Jobs by Occupation 2009-2019



Source: MN Department of Employment and Economic Development

Table 9: Projected Growth in Metro Area Jobs by Occupation 2009-2019

Occupation Category	2009	2019	# Change	% Change
Management Occupations	106,659	111,884	5,225	4.9%
Business and Financial Operations Occupations	117,048	131,870	14,822	12.7%
Computer and Mathematical Occupations	67,776	77,038	9,262	13.7%
Architecture and Engineering Occupations	34,973	36,587	1,614	4.6%
Life, Physical, and Social Science Occupations	21,368	24,825	3,457	16.2%
Community and Social Services Occupations	37,026	40,983	3,957	10.7%
Legal Occupations	16,672	18,103	1,431	8.6%
Education, Training, and Library Occupations	89,951	100,277	10,326	11.5%
Office and Administrative Support Occupations	265,965	275,882	9,917	3.7%
Office Occupations	757,438	817,449	60,011	7.9%
Installation, Maintenance, and Repair Occupations	50,613	52,560	1,947	3.8%
Production Occupations	111,222	106,780	-4,442	-4.0%
Transportation and Material Moving Occupations	91,157	92,356	1,199	1.3%
Industrial Occupations	252,992	251,696	-1,296	-0.5%
Arts, Design, Entertainment, Sports, and Media Occ	34,397	36,694	2,297	6.7%
Healthcare Practitioners and Technical Occupations	86,849	106,683	19,834	22.8%
Healthcare Support Occupations	45,861	57,641	11,780	25.7%
Protective Service Occupations	29,563	32,071	2,508	8.5%
Food Preparation and Serving Related Occupations	121,692	132,720	11,028	9.1%
Building & Grounds Cleaning & Maintenance Occup.	51,615	54,603	2,988	5.8%
Personal Care and Service Occupations	75,001	94,844	19,843	26.5%
Sales and Related Occupations	172,045	178,812	6,767	3.9%
Farming, Fishing, and Forestry Occupations	5,353	5,926	573	10.7%
Construction and Extraction Occupations	52,699	60,465	7,766	14.7%
Non-Office/Industrial Occupations	675,075	760,459	85,384	12.6%
Total, All Occupations	**1,685,505**	**1,829,604**	**144,099**	**8.5%**

Source: MN Department of Employment and Economic Development

OVERVIEW OF THE OFFICE MARKET

The office market is a very broad category that encompasses many different types of properties that are typically differentiated by the building class (A, B, C); visibility, transportation access, structure, size of tenant spaces and supporting services. Some of the office market subcategories are as follows:

HIGH RISE OR SIGNATURE BUILDING

Office buildings of this type place a premium on visibility and image. They are typically multi-tenant buildings with a high level of architectural interest. Level of finish is generally high. The tenant mix tends to be businesses that are willing to pay a premium for image including corporate headquarters, law firms, financial advisors, advertising and other types of business services. These buildings are typically found in the commercial center of a metropolitan area, at the intersection of high volume highways and near very affluent suburban locations.

LOW RISE, MULTI-STORY BUILDING

Office buildings of this type have the most variety of physical conditions and tenant mix. Class A buildings in this class can have many similar features to the high rise buildings and command elevated rents. Class B and C space can be dated and needs to compete more on price. Typical locations for this class of office space are near regional malls and along arterial roadways in suburban locations. The tenant mix has a wide variety and can include smaller corporate headquarters, medical, technology, design, government and business services.

SINGLE STORY BUILDING-RETAIL

Office buildings of this type share a lot of physical and location characteristics with neighborhood and strip retail. Buildings of this type often are located near retail areas where there is a reasonable amount of visibility and customer traffic. Tenant spaces are generally smaller in size and the businesses usually have some level of walk-in customer traffic that justifies the need for visibility. Typical tenants in this building type include insurance, real estate brokerage, medical services, and financial services.

SINGLE STORY BUILDING-FLEX

Office buildings of this type share many physical and location characteristics with light industrial buildings. They are often located in lower visibility areas where land prices are lower, enabling a reduced rent structure in comparison to other office types. Transportation access is important but does not always need to be direct as walk in traffic is often not a key issue for the tenants. Building shells involve industrial construction techniques and building heights. Tip up concrete panels or concrete block are common shell materials but the level of finish often includes some retail finish including colored concrete, stucco, spandrel glass, tenant signage and attempts to vary the appearance of flat rooflines or building faces. The level of aesthetic enhancement varies greatly in this sector based on each community's standards and regulatory controls. Tenants in this building type tend to be office uses that require back office warehousing or light manufacturing; construction/repair related businesses that maintain some inventory, such as window or garage door installers; price sensitive large office users, such as call centers; and startup businesses that seek the lower cost and expansion flexibility of a flex building.

OFFICE MARKET CONDITIONS

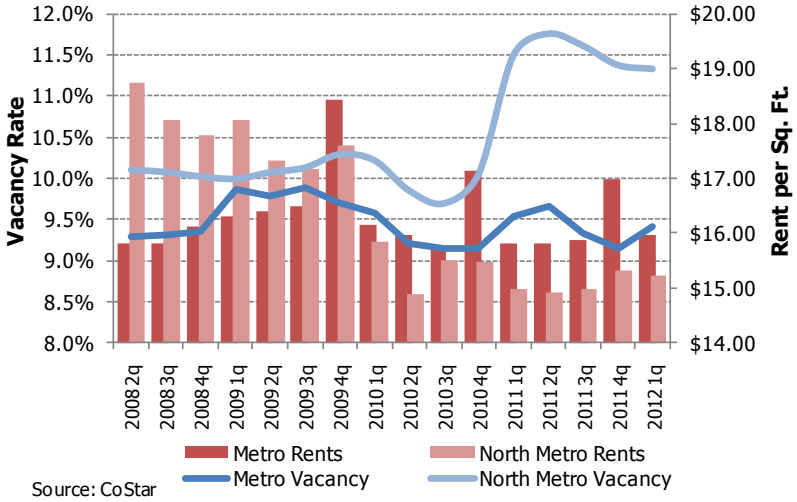
MACRO TRENDS

As with other real estate classes, the office market is suffering due to the nation's economic downturn. Companies that have reduced hiring levels have excess office space and can undercut landlords with reduced rent subleasing. Very few businesses are looking for additional office space and those that are in the market are maximizing their leverage with demands for reduced rent and extensive tenant improvement packages. Landlords are reluctant to enter into long term lease arrangements that would "lock in" current low rental rates. Landlords are attempting to remain profitable by aggressively cutting operating costs and making targeted capital improvements to improve their buildings.

The impacts of these trends can be seen in Figure 17. Overall vacancy rates in the Twin Cities have been hovering between 9% and 10%, which is well above historic vacancy rates. It should be noted that these vacancy figures reflect actual vacant space that is being actively marketed and do not account for space that is occupied and being marketed nor does it account for vacant space that is not being actively marketed. Figure 17 also shows how the concessions many tenants were going after can be seen in the decline in lease rates since 2009.

Vacancy rates can vary significantly by submarket due to local economic conditions and levels of overbuilding. Unfortunately, the North Metro submarket that includes Coon Rapids has generally underperformed compared to the Metro Area in recent years (Figure 17). Vacancy rates, though more volatile, have been typically above that of the overall metro, particularly in the past four to five quarters when the vacancy rate spiked upward. In addition, average lease rates in the North Metro have been $1.00 to $2.00 less per square foot than the metro average, especially in the last two to three years.

Figure 17: North Metro and Metro-wide Office Vacancy and Lease Rates



Source: CoStar

COMPETITIVE OFFICE DISTRICTS

Historically, Anoka County has not been a major submarket for office space in the Metro Area. The County has just over 5 million square feet of office space, which is less than 3% of the Metro Area total. In comparison, the County accounts for 7% of all Metro Area jobs and 11% of all Metro Area households. The office space that does exist in the County generally consists of users that are serving the needs of local households and businesses. These users are typically smaller professional service firms, such as insurance agents, real estate agents, financial planners, attorneys, accountants, and various healthcare related firms. This is in contrast to major office submarkets in the downtowns of Minneapolis and Saint Paul as well as along the I-494 and I-394 corridors in Hennepin County in which

a significant proportion of office space is devoted to large corporate facilities and the related firms needed to support their functions.

Although office space in Anoka County generally consists of users who provide services to the local market, there are several key nodes in the Coon Rapids area that offer existing office space that would be competitive with any new office development that were located in either the Port Campus Square or Port Riverwalk study areas.

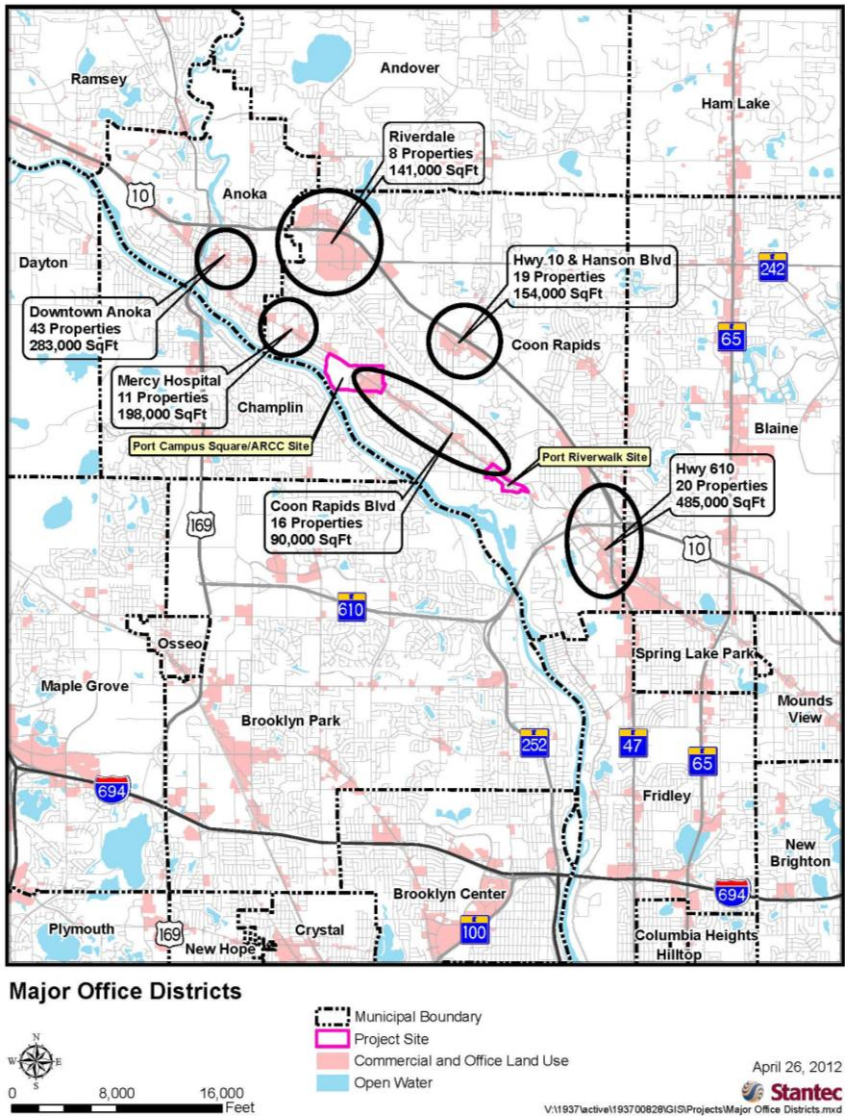
Map 6 displays the location of these districts relative to the Port Campus Square and Port Riverwalk study areas. This is followed by Table 10, which provides more detail on each district.

The largest district is the area around Highway 610 and US Highway 10 with nearly half a million square feet of office space. At the intersection of two major highways, this district benefits from being closest to the regional highway system. It also has the largest buildings and features some of the submarkets lowest vacancy rates.

Also benefitting from access and visibility from US Highway 10 are two other smaller office districts located at Hanson Boulevard and the Riverdale area. These two districts each have about 150,000 square feet of office space and feature rents similar to what is found throughout the North Metro. However, the vacancy rate, especially among the buildings near Hanson Boulevard, is well above the North Metro average.

Other important office districts include Downtown Anoka and the area around Mercy Hospital. In downtown Anoka, the market is heavily influenced by the Anoka County Government Center and the downtown setting, which provides amenity through a mixture of shops and restaurants as well as access to the park space along the Rum River. In the Mercy Hospital area, the market id driven almost entirely by the hospital and is skewed heavily toward medical users.

Map 6: Office Districts Close to Coon Rapids Blvd



This helps explain why the average rent in this district is substantially higher than other nearby districts.

There also are a number of very small office buildings scattered along Coon Rapids Boulevard that total about 90,000 square feet. Many of these properties are too small to accommodate anything other than small businesses that provide professional services to local residents. Even if any of the firms in these buildings wanted to expand, few of the buildings along this corridor would have the space to accommodate an expansion.

Table 10: Coon Rapids Office Districts

Office District	Proper-ties	Leasable Sq. Ft.	Vacant Sq. Ft.	Vacancy Rate	Rents per Sq. Ft.			Class B Bldgs.	Class B Sq. Ft.
					Low	High	Avg.		
Downtown Anoka	43	282,700	11,500	4.1%	$7.67	$21.00	$12.84	2	31,200
Riverdale	8	141,000	15,500	11.0%	$14.00	$16.00	$14.83	7	125,000
Mercy Hospital	11	198,100	16,500	8.3%	$17.00	$22.00	$17.35	4	69,600
Coon Rapids Blvd	16	89,500	10,000	11.2%	$10.77	$17.65	$14.84	0	0
Hwy10/Hanson Blvd	19	153,800	47,200	30.7%	$8.09	$30.00	$15.08	5	43,200
Hwy 610	20	485,300	24,900	5.1%	$6.50	$24.43	$15.59	10	351,700

Sources: CoStar; Stantec

OFFICE DEMAND

Table 11 displays the methodology used to calculate potential demand for office space along in the Port Campus Square and Port Riverwalk study areas between 2010 and 2020. The Minnesota Department of Employment and Economic Development projects the number of new office jobs will increase by roughly 60,000 in the metro area during the coming decade. Not all of these jobs, however, will locate in the study areas or even Anoka County. Based on historic and forecasted trends, Anoka County has typically captured about 12% of all new job growth in the metro area. This translates to 7,200 new office jobs that could be captured within the County.

Office jobs are converted into office space based on the average amount of space needed per office worker. This amount has been historically about 250 square feet per worker. However, increased telecommuting, fiscal restraint, and changes in workplace design have pushed this figure down to 150 square feet per worker. At this amount, Anoka County will likely require about 1.1 million square feet of traditional office space to accommodate the projected growth. However, there already is great deal of available office space currently in the market that could absorb a large portion of this demand. Assuming market equilibrium of about 5% vacancy, this means that there is about 400,000 square feet of excess office space in the marketplace that would need to be absorbed before any appreciable demand is generated for new speculative office space.

Subtracting the 400,000 square feet of excess existing space from the 1.1 million square feet demanded from projected growth yields a net demand of about 780,000 square feet. Not all of this demand, however, can be captured in one location since it takes into consideration all types of office jobs created by all types of businesses, many of which have different needs and demands for their office space. Nonetheless, it demonstrates that once job growth does improve, especially toward the latter half of the decade, there appears to be the likelihood that the Port Campus Square and Port Riverwalk study areas could tap into growing demand for office space and support between 30,000 and 45,000 square feet, which is between 10% and 20% of the excess demand calculated for Anoka County.

Table 11: Office Demand Calculation

		2010-2020
Metro Area Growth in Office Jobs[1]		60,000
(times) Capturable Anoka County Share[2]	x	12%
(equals) Anoka County Office Job Growth	=	7,200
(times) Average Office Space per Worker (in sq ft)[3]	x	150
(equals) Office Space Needed for New Workers	=	1,080,000
(less) Excess Office Space in Anoka County[4]	-	300,000
(equals) Anoka County Demand for New Space thru 2020	=	780,000
(times) Proportion Capturable along Coon Rapids Blvd[5]	x	4% 6%
(equals) Demand for New Space along Coon Rapids Blvd thru 2020	=	31,200 - 46,800

[1] MN Department of Employment and Economic Development

[2] Anoka County captured approximately 10% and 6% of metro area job growth during the 1990s and 2000s, respectively. Most recent figures from the Met Council suggest this rate will increase during the 2010s.

[3] Historically, office space per worker has averaged 250 sq ft per worker. Newer buildings, however, are being designed for 150 sq ft per worker.

[4] There currently is about 400,000 sq ft of vacant office space in Anoka County. Although a good deal of this space is not highly desirable, there clearly is a significant amount of excess office space currently in the market. Therefore, we estimate that at least 300,000 sq ft of existing space needs to be absorbed before a significant amount of new office construction can be supported from speculative demand.

[5] Coon Rapids Blvd, including the area around Mercy Hospital, currently accounts for about 6% of all office space in Anoka County. Given the lack of direct highway access to the broader regional transportation system, it assumed that any future capture rate would remain similar or slightly less as much of the new office demand in Anoka County will be driven by new households requiring professional services, such as financial planners, real estate companies, attorneys, etc.

Source: Stantec

OFFICE SUMMARY

It is calculated that that the Port Campus Square and Port Riverwalk study areas together could eventually support between 30,000 and 45,000 square feet of new office space based on projected growth in the number of office jobs in Anoka County. Due to the current strain in the office market, though, this demand will not occur until after 2015 or even 2020. And, more importantly, any demand will be highly contingent on the broader forces affecting competitive nearby office districts at Highway 610 or along Highway 10.

Smaller amounts of office space, though, could be expected to be developed in the near term as part of a mixed use scenario on a tenant by tenant basis (such as insurance agent, tax preparation, etc.) because this type of tenant operates more like a retail use and is not as affected by the overall office market. Moreover, these types of tenants respond more to growth in the local household base than larger economic forces. Therefore, as the local household base grows, there is potential to fill small office spaces.

Neither the Port Campus Square nor the Port Riverwalk study areas have the accessibility and visibility to attract major office users who want to be near highways. However, they have the advantage of being along a busy, well known thoroughfare that provides good access to local residents and other businesses. So, there are advantages to their location. Furthermore, with the potential to add new retail and other amenities in the form of trails, parks, and other open space, many small office users could be attracted to either study area.

In the case of the Port Campus Square study area, there clearly is potential to capture any additional demand for medical space that is driven by the expansion of nearby Mercy Hospital. That area only has about 16,000 square feet of vacant office space and any

significant growth would likely require a search for space outside of the immediate vicinity. Under this scenario, the Port Campus Square study area would represent the most likely area for expansion. The challenge to this opportunity would be the ability to accommodate new construction in the immediate vicinity of Mercy Hospital, which would clearly limit the need to look for space in the Port Campus Square area.

In the case of the Port Riverwalk study area, it is located much closer to Highway 610 and the regional highway network. Therefore, if vacancies were to drop to very low levels in this area, there is potential that secondary users who want to be near Highway 610, but can't find space along it may consider a location in the Port Riverwalk area. However, this is entirely contingent on the growth pressures exhibited in the district along Highway 610. Furthermore, users willing to move off of Highway 610 will likely be searching for lower rent space and may not be willing to pay the kinds of rents needed to support new construction.

One other possibility regarding the future demand for office space in the Port Campus Square and Port Riverwalk study areas is the potential of attracting a large single user who would build a corporate or regional headquarters building. Although Coon Rapids does not have any prominent examples of this and the likelihood is very small since many of these prominent office users prefer very visible locations along the highest travelled highways, the potential does exist. However, both the Port Campus Square and Port Riverwalk areas would need to significantly increase the number of nearby amenities to make it more competitive with other office districts with even higher visibility. Although this potential does exist, it is important to keep in mind that planning for a large single office user can be problematic from a planning and economic development perspective. No one can predict when this can happen because regional and corporate headquarters are few and far between. Therefore, basing a land use plan with that specific use in mind without the flexibility to make change would be problematic because of the likelihood that it may never occur.

Housing Overview

INTRODUCTION

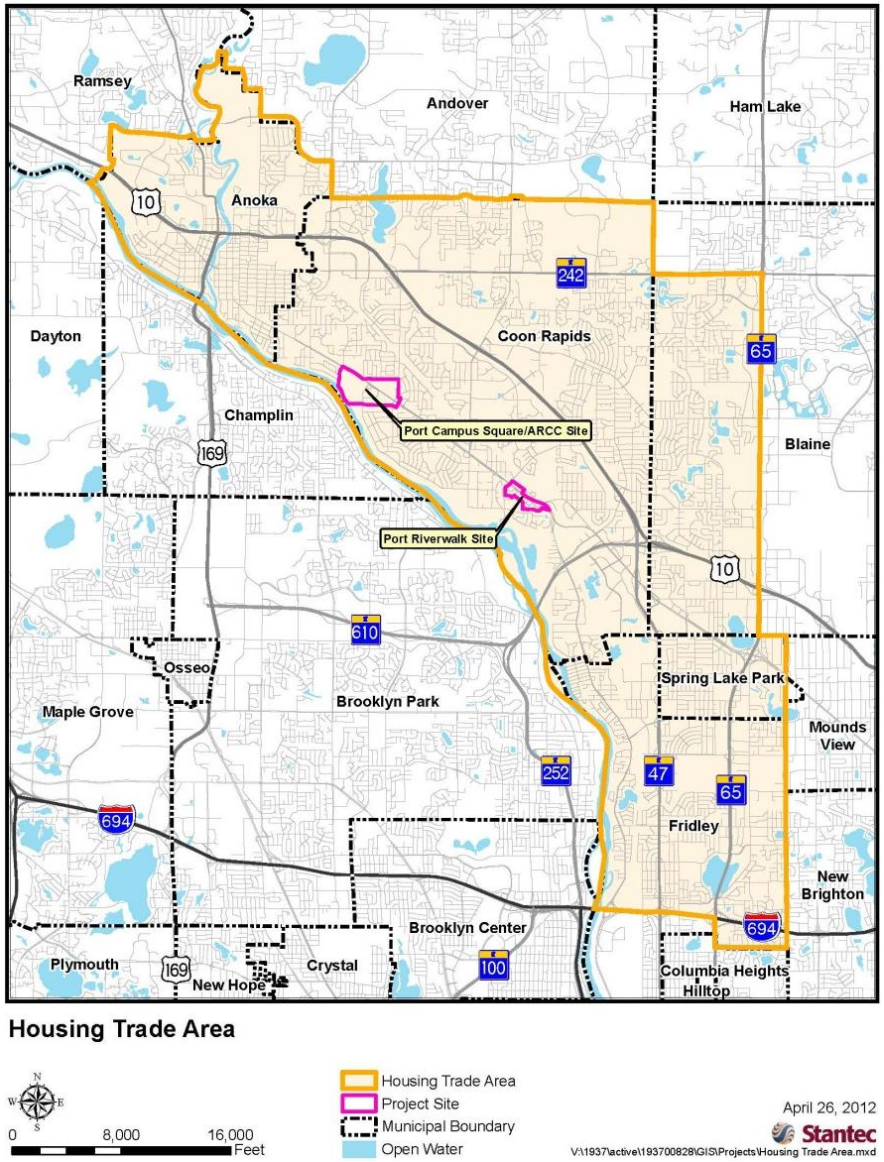
This section presents information on market factors that influence the demand for housing in the Port Campus Square and Port Riverwalk study areas. It includes a review of the trade area for housing, the underlying demographic components of the housing trade area that will be the basis for demand, the current supply and condition of various housing types, and a calculation of demand for each housing type analyzed.

TRADE AREA DEFINITION

The Housing Trade Area is the geographic area from which most of the potential residents for a new housing development would likely come from. Housing trade areas, like most real estate based trade areas; take into consideration physical and psychological barriers, traffic patterns, historic development patterns, location of competitive properties, and political boundaries. Due to their close proximity to one another, the Port Campus Square and Port Riverwalk study areas share the same housing trade area, which includes all of Coon Rapids, Anoka, and Spring Lake Park, as well as portions of Blaine west of Highway 65 and portions of Fridley north of I-694. The Housing Trade Area is depicted in Map 7.

The most significant barrier defining the Housing Trade Area is the Mississippi River, which is not only a physical barrier but also a political boundary and important psychological barrier. Also influencing the shape of the trade area are the local traffic patterns which generally follow the alignment of the Mississippi River and thus facilitate movement in a northwest-southeast direction.

Map 7: Port Campus Square and Port Riverwalk Housing Trade Area



Housing Trade Area

Another important factor affecting the size and shape of the Housing Trade Area is that communities located further east and situated along I-35W are considered a separate trade area because of their orientation toward Ramsey County and the City of Saint Paul. Meanwhile, the communities of Ramsey and Andover, which are located immediately north of the trade area, are considered a separate trade area as well because of their largely exurban development pattern.

Although the majority of demand for housing in the Port Campus Square and Port Riverwalk study areas will come from the Housing Trade Area, some additional demand will be generated by individuals residing just outside the trade area, households that have moved outside the trade area due to the lack of desired housing in the trade area, and households drawn to the trade area because of a personal or professional connection, such as adult children who live in the area, an employment opportunity, or for school.

Table 12: Population Growth Trends

				Forecast	Numeric Change			Percentage Change		
Community	1990	2000	2010	2020	1990s	2000s	2010s	1990s	2000s	2010s
Coon Rapids	52,978	61,607	61,476	66,000	8,629	-131	4,524	16.3%	-0.2%	7.4%
Anoka	17,192	18,076	17,142	19,800	884	-934	2,658	5.1%	-5.2%	15.5%
Blaine (pt.)	23,204	23,907	24,957	24,400	703	1,050	-557	3.0%	4.4%	-2.2%
Fridley (pt.)	25,912	25,069	24,799	25,500	-843	-270	701	-3.3%	-1.1%	2.3%
Spring Lake Park	6,429	6,667	6,412	6,600	238	-255	188	3.7%	-3.8%	2.9%
Housing Trade Area	**125,715**	**135,326**	**134,786**	**142,300**	**9,611**	**-540**	**7,514**	**7.6%**	**-0.4%**	**5.6%**
7-County Metro Area	2,288,721	2,642,056	2,849,567	3,144,000	353,335	207,511	294,433	15.4%	7.9%	10.3%

Note: "(pt.)" means "part" or "portion" of the city is included in the analysis; specifically the part in the Housing Trade Area.
Sources: US Census; Metropolitan Council; Stantec

Table 13: Household Growth Trends

				Forecast	Numeric Change			Percentage Change		
Community	1990	2000	2010	2020	1990s	2000s	2010s	1990s	2000s	2010s
Coon Rapids	17,449	22,578	23,532	25,600	5,129	954	2,068	29.4%	4.2%	8.8%
Anoka	6,394	7,262	7,060	8,500	868	-202	1,440	13.6%	-2.8%	20.4%
Blaine (pt.)	8,001	8,893	9,622	9,800	892	729	178	11.1%	8.2%	1.8%
Fridley (pt.)	9,890	10,259	10,100	10,300	369	-159	200	3.7%	-1.5%	5.5%
Spring Lake Park	2,302	2,676	2,672	2,750	374	-4	78	16.2%	-0.1%	2.9%
Housing Trade Area	**44,036**	**51,668**	**52,986**	**56,950**	**7,632**	**1,318**	**3,964**	**17.3%**	**2.6%**	**7.5%**
7-County Metro Area	875,504	1,021,454	1,117,749	1,293,000	145,950	96,295	175,251	16.7%	9.4%	15.7%

Note: "(pt.)" means "part" or "portion" of the city is included in the analysis; specifically the part in the Housing Trade Area.
Sources: US Census; Metropolitan Council; Stantec

TRADE AREA DEMOGRAPHICS

Tables 12 and 13 display population and household growth trends for the Housing Trade Area for the years 1990 to 2020. The Housing Trade Area encompasses a broad area that includes everything from long established neighborhoods in the City of Anoka to first- and second-tier suburban development that occurred in the decades following World War II. Although there is a variety of neighborhood ages and types within the trade area, it is entirely built-up, which means that future growth within the trade area will be largely dependent on redevelopment.

During the 1990s the Housing Trade Area grew by 9,600 persons, much of which was concentrated in Coon Rapids. The growth during this period was largely the result of development in the last few remaining undeveloped portions of the City.

Growth slowed dramatically in the 2000s as Coon Rapids became fully developed and older households declined in size as their adult children moved out of the trade area to start their own households. The forecast for the 2010s, though, is for a return to stable,

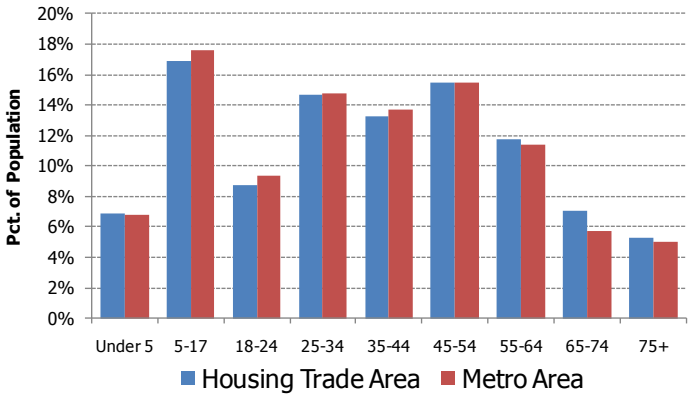
consistent growth with 7,500 new persons. This growth, however, is expected to come from redevelopment opportunities as opposed to new large-scale subdivision development.

Age Distribution

The age distribution of the population in the Housing Trade Area closely mirrors that of the metro area. The population is aging evidenced by how each age group over 45 increased its share of the total population between 2000 and 2010. The only important difference in the age structure of the Housing Trade Area and the metro area is the that the trade area has a slightly higher percentage of persons in the 65 to 74 and 75+ age groups and a commensurately lower percentage in the 5 to 17 and 18 to 24 age groups.

Although the Housing Trade Area is forecasted to increase in population, the number of persons age 55 and older will satisfy all of the growth, whereas the under 55 population is forecasted to decline. Specifically, between 2010 and 2020, the number of persons age 55 and older will increase by about 9,000. Meanwhile, the population under age 55 will decrease by -1,200.

Figure 18: Age Distribution of the Housing Trade Area 2010



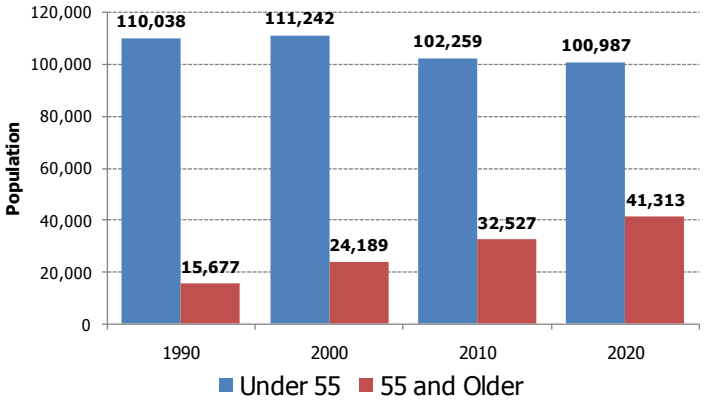
Source: US Census

Table 14: Age Distribution of the Housing Trade Area

	Housing Trade Area				7-County Metro Area			
Age Group	2000	2010	Change	Pct.	2000	2010	Change	Pct.
Under 5	9,668	9,223	-445	-4.6%	188,236	194,329	6,093	3.2%
5 to 17	26,134	22,732	-3,402	-13.0%	509,298	502,642	-6,656	-1.3%
18 to 24	13,001	11,776	-1,225	-9.4%	244,226	267,451	23,225	9.5%
25 to 34	20,738	19,811	-927	-4.5%	411,155	420,311	9,156	2.2%
35 to 44	23,361	17,849	-5,512	-23.6%	469,324	391,324	-78,000	-16.6%
45 to 54	18,340	20,868	2,528	13.8%	363,592	440,753	77,161	21.2%
55 to 64	12,169	15,878	3,709	30.5%	200,980	326,007	125,027	62.2%
65 to 74	7,329	9,475	2,146	29.3%	130,615	163,425	32,810	25.1%
75+	4,691	7,174	2,483	52.9%	124,630	143,325	18,695	15.0%
Total	135,431	134,786	-645	-0.5%	2,642,056	2,849,567	207,511	7.9%
Distribution	2000	2010	Change		2000	2010	Change	
Under 5	7.1%	6.8%	-0.3%		7.1%	6.8%	-0.3%	
5 to 17	19.3%	16.9%	-2.4%		19.3%	17.6%	-1.6%	
18 to 24	9.6%	8.7%	-0.9%		9.2%	9.4%	0.1%	
25 to 34	15.3%	14.7%	-0.6%		15.6%	14.7%	-0.8%	
35 to 44	17.2%	13.2%	-4.0%		17.8%	13.7%	-4.0%	
45 to 54	13.5%	15.5%	1.9%		13.8%	15.5%	1.7%	
55 to 64	9.0%	11.8%	2.8%		7.6%	11.4%	3.8%	
65 to 74	5.4%	7.0%	1.6%		4.9%	5.7%	0.8%	
75+	3.5%	5.3%	1.9%		4.7%	5.0%	0.3%	
Total	100.0%	100.0%	0.0%		100.0%	100.0%	0.0%	

Source: US Census

Figure 19: Forecasted Population by Age Group



Source: US Census; Stantec

HOUSEHOLD TYPE

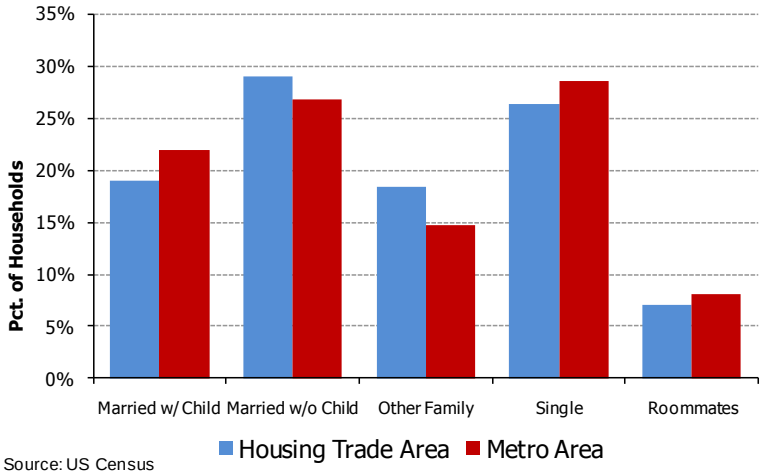
Compared to the Metro Area, the Housing Trade Area has a larger proportion of married couple households without children and "other" families, which mostly consist of single-parent households (Table 15 and Figure 20). The proportion of married couples without children is due in large part to the aging of the population in the trade area.

Table 15: Household Type

Household Type	Housing Trade Area		Metro Area	
	Number	Percent	Number	Percent
Married with children	10,081	19.0%	244,687	21.9%
Married without children	15,394	29.1%	298,723	26.7%
Other family	9,754	18.4%	164,086	14.7%
Single	13,980	26.4%	319,030	28.5%
Roommate	3,777	7.1%	91,223	8.2%
Total Households	52,986	100.0%	1,117,749	100.0%

Source: US Census

Figure 20: Household Type 2010



Source: US Census

INCOME

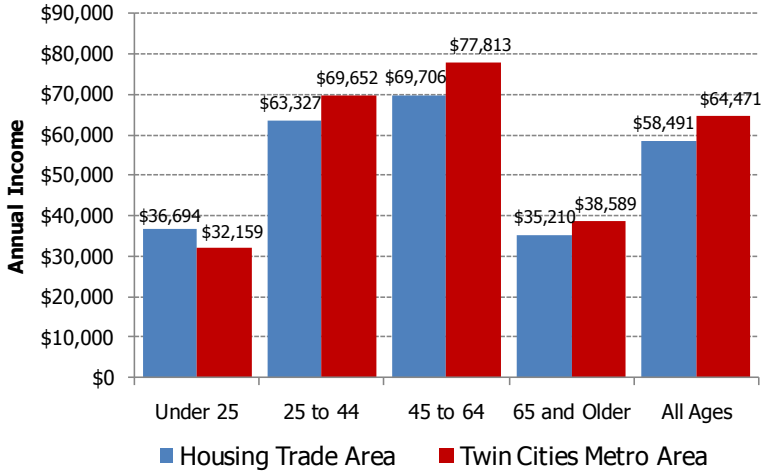
The Housing Trade Area has a median income that is below the metro area median (Table 16 and Figure 21). More importantly, though, it appears that incomes have been lagging behind those of the metro area. From 2000 to 2010, households under age 25 in the Trade Area saw incomes increase -9%, while this same age group at the metro level had an increase of 8%.

Table 16: Median Household Income by Age Group 2000 and 2010

	Housing Trade Area			7-County Metro Area		
	2000	2010	Change	2000	2010	Change
Households under 25	$40,150	$36,694	-8.6%	$29,818	$32,159	7.9%
Households 25-44	$55,413	$63,327	14.3%	$58,616	$69,652	18.8%
Households 45-64	$62,105	$69,706	12.2%	$67,861	$77,813	14.7%
Households 65+	$29,171	$35,210	20.7%	$31,233	$38,589	23.6%
All Households	$52,626	$58,491	11.1%	$54,807	$64,471	17.6%

Source: US Census

Figure 11: Median Household Income by Age Group 2010



Source: US Census

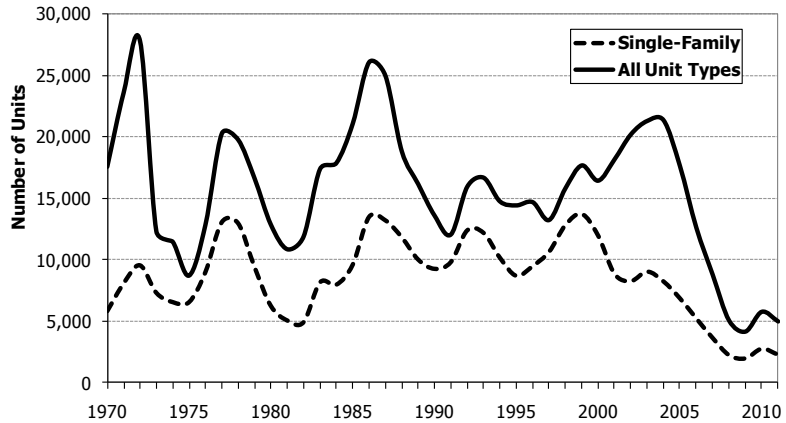
RESIDENTIAL CONSTRUCTION TRENDS

The Twin Cities metro area has experienced a number of housing booms and busts over the last 40 years (Figure 22). However, none of the previous busts have been as severe as the current one. In 2009, fewer than 5,000 new units were permitted for construction in the metro area. This compares to recent peaks of 20,000 and 21,500 in 2003 and 2004, respectively. Although the current slowdown in residential development is pressing, other recent trends bear mentioning as well, most notably being the shift to develop more attached forms of housing, such as twinhomes, townhomes, and apartments.

Throughout most of the 1990s, single-family homes dominated residential development. This was generally the result of low transportation costs, lack of land zoned for multifamily housing, property tax rates that penalized development of rental apartments, and modest rates of price appreciation, which maintained affordability. However, as home prices rose quickly in the early 2000s, an increasing number of households reached retirement age, and gasoline prices spiked upward, attached forms of housing located centrally to jobs, retail, and healthcare became more prevalent.

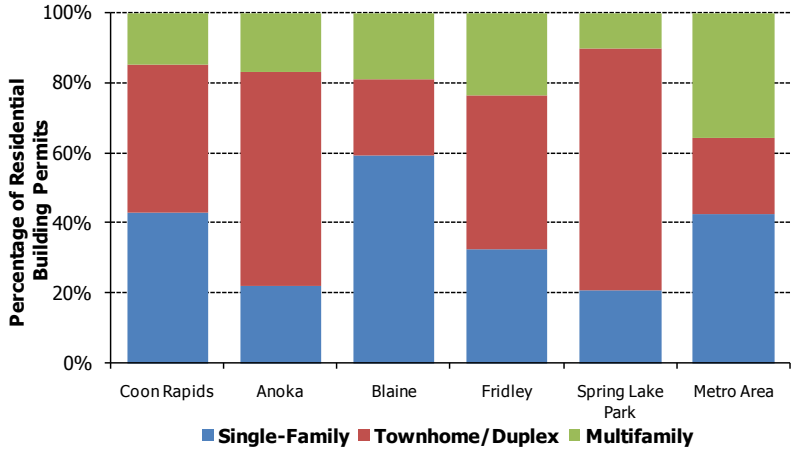
In the Housing Trade Area, nearly 50 percent of the homes built between 2001 and 2010 were attached in some form or another (Figure 23).

Figure 22: Housing Units Permitted for Construction 7-County Twin Cities Metro Area 1970-2011



Source: Metropolitan Council

Figure 23: Residential Development by Type 2001-2010



Source: Metropolitan Council

Rental Housing Market

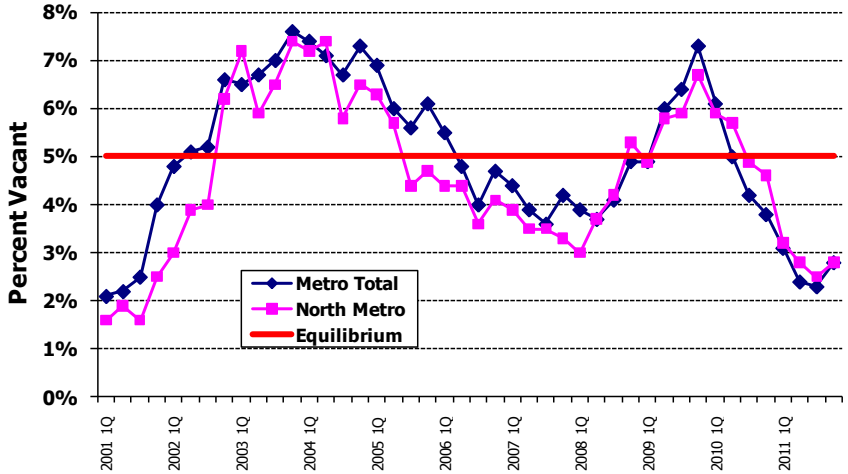
MARKET OVERVIEW

The apartment market has rebounded strongly after a period of high unemployment and lackluster job growth temporarily softened the rental market in 2009 and 2010 (Figure 24). The overall vacancy rate in the North Metro dropped from a peak of nearly 7% in 4th quarter 2009 to under 3% as of 4th quarter 2011. This recent strengthening in the market means that the vacancy rate is now well below 5%, indicating that there is pent-up demand in the market and new market rate development could very well be supported.

The average monthly rent in the North Metro increased about $65 between 2006 and 2009, but then dropped nearly $40 by mid-2010 (Figure 25). Since that time, however, there has been an increase in the average monthly rent each quarter and is now just below $850. Close attention should be paid to apartment vacancies and rents. Typically, declines in vacancy precede increases in rent. Once rents increase enough, this will place pressure on the market to develop new rental housing. Although concentrated in Minneapolis, Saint Paul, and several first-ring suburbs, there are over 13,000 proposed rental units throughout the Metro Area, which are in various stages of predevelopment as well as active construction.

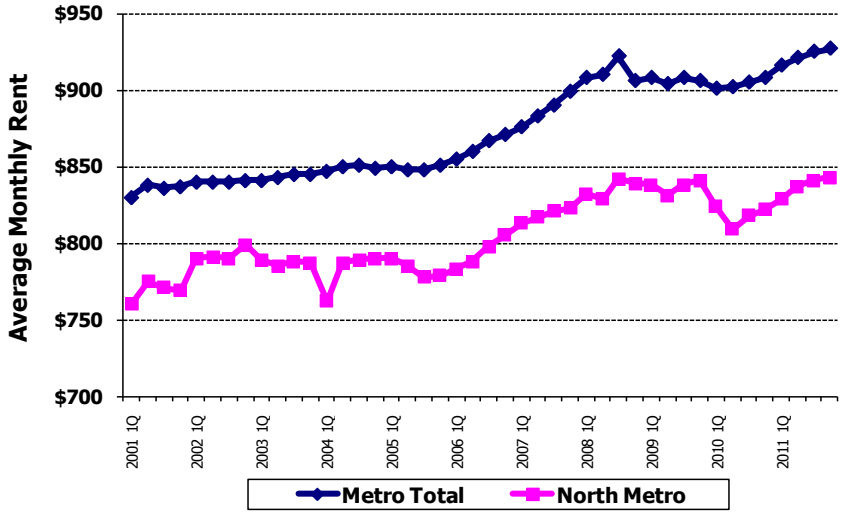
It should be noted, though, that some of the demographic trends mentioned earlier regarding homeownership rates may profoundly impact the apartment market. Evidence appears to be growing that younger age groups are not embracing homeownership the way previous generations did.

Figure 24: Twin Cities Apartment Vacancy Rates 2001-2011



Source: GVA Marquette Advisors, Apartment Trends

Figure 25: Twin Cities Average Apartment Rents



Source: GVA Marquette Advisors, Apartment Trends

First, mortgage standards have returned to more stringent levels where the barrier to entry is much higher due to substantially larger down payments that are required on the part of banks. Second, with housing no longer appreciating at even modest levels, the nest egg that so many previous generations created through homeownership is no longer seen as attainable. Third, for younger households vulnerable to high unemployment rates, homeownership can be viewed as reducing employment flexibility which further depresses demand. As a result, younger households are starting to choose rental housing as a preferred arrangement rather than a temporary situation prior to homeownership.

If these trends persist or become deeply established, the demand for rental housing could increase in the coming years. These trends, however, are difficult to predict because of the large impact Federal policies have on homeownership. For instance, if the Federal government revamps Fannie Mae and Freddie Mac, the two big institutions that help support homeownership, in a way that help loosen lending standards, homeownership may again regain its value to younger generations.

MARKET RATE COMPARABLES

Stantec profiled 10 of the newest market rate apartment projects in the vicinity of the Housing Trade Area to gauge performance of comparable new apartment projects and their positioning (Tables 17 and 18). Although only a small proportion of the

Table 17: Comparable Market Rate Rental Properties

Project Name	Year Built	City	Bldg Style	# of Units	Rent Range	Rent Avg.	Square Feet Range	Square Feet Avg.	Avg. Per Sq. Ft.
Studio Units									
Landings at Silver Lake Village	2005	SA	Apt	7	$646 - $970	$808	590 - 699	645	$1.25
Tralee Terrace	1993	CR	Apt	1	$619 - $619	$619	500 - 500	500	$1.24
Subtotal/Average				**8**	**$646 - $970**	**$784**	**590 - 699**	**626**	**$1.25**
One-Bedroom Units									
Woodland Park	1993	AN	Apt	9	$725 - $750	$738	550 - 550	550	$1.34
Just Off Main	1999	MG	TH	24	$960 - $960	$960	784 - 784	784	$1.22
Tralee Terrace	1993	CR	Apt	16	$699 - $760	$730	621 - 702	662	$1.10
Arbor Glen	2001	MG	Apt	44	$795 - $975	$885	811 - 852	832	$1.06
Landings at Silver Lake Village	2005	SA	Apt	67	$748 - $905	$827	808 - 905	857	$0.96
Cedar Creek Apts	1993	BL	Apt	18	$575 - $620	$598	624 - 624	624	$0.96
Dellwood Estates II	1993	AN	Apt	45	$788 - $788	$788	940 - 940	940	$0.84
Subtotal/Average				**223**	**$575 - $975**	**$816**	**550 - 940**	**815**	**$1.00**
One Bedroom/Den Units									
Arbor Glen	2001	MG	Apt	12	$1,125 - $1,199	$1,162	1,130 - 1,130	1,130	$1.03
Landings at Silver Lake Village	2005	SA	Apt	10	$1,073 - $1,204	$1,139	1,073 - 1,204	1,139	$1.00
Subtotal/Average				**22**	**$1,073 - $1,204**	**$1,151**	**1,073 - 1,204**	**1,134**	**$1.02**
Two-Bedroom Units									
Just Off Main	1999	MG	TH	77	$1,385 - $1,385	$1,385	1,196 - 1,196	1,196	$1.16
Arbor Glen	2001	MG	Apt	122	$1,125 - $1,245	$1,185	970 - 1,089	1,030	$1.15
Landings at Silver Lake Village	2005	SA	Apt	86	$899 - $2,123	$1,511	1,138 - 1,661	1,400	$1.08
Woodland Park	1993	AN	Apt	57	$835 - $835	$835	813 - 874	844	$0.99
Northtown Crossings	2004	CR	TH	42	$1,335 - $1,385	$1,360	1,338 - 1,421	1,380	$0.99
Tralee Terrace	1993	CR	Apt	34	$819 - $855	$837	891 - 891	891	$0.94
Cedar Creek Apts	1993	BL	Apt	36	$735 - $780	$758	870 - 910	890	$0.85
Dellwood Estates II	1993	AN	Apt	45	$888 - $888	$888	1,100 - 1,100	1,100	$0.81
Oak Pointe	2000	CR	TH	21	$1,129 - $1,129	$1,129	1,500 - 1,500	1,500	$0.75
Evergreen Point	2003	RM	TH	31	$1,250 - $1,275	$1,263	1,700 - 1,700	1,700	$0.74
Subtotal/Average				**551**	**$735 - $2,123**	**$1,170**	**813 - 1,700**	**1,162**	**$1.01**
Three-Bedroom Units (or larger)									
Landings at Silver Lake Village	2005	SA	Apt	15	$1,647 - $2,216	$1,932	1,402 - 1,723	1,563	$1.24
Just Off Main	1999	MG	TH	24	$1,585 - $1,585	$1,585	1,404 - 1,404	1,404	$1.13
Arbor Glen	2001	MG	Apt	86	$1,395 - $1,495	$1,445	1,307 - 1,469	1,388	$1.04
Northtown Crossings	2004	CR	TH	6	$1,545 - $1,545	$1,545	1,547 - 1,547	1,547	$1.00
Woodland Park	1993	AN	Apt	24	$999 - $1,200	$1,100	1,000 - 1,236	1,118	$0.98
Tralee Terrace	1993	CR	Apt	17	$1,075 - $1,145	$1,110	1,131 - 1,240	1,186	$0.94
Evergreen Point	2003	RM	TH	48	$1,325 - $1,400	$1,363	1,700 - 1,700	1,700	$0.80
Cedar Creek Apts	1993	BL	Apt	18	$875 - $920	$898	1,156 - 1,156	1,156	$0.78
Subtotal/Average				**238**	**$875 - $2,216**	**$1,375**	**1,000 - 1,723**	**1,408**	**$0.98**
Total/Average				**1,042**	**0.9%**	**$823**		**818**	**$1.07**

City Codes: AN=Anoka; BL=Blaine; CR=Coon Rapids; MG=Maple Grove; RM=Ramsey; SA=St. Anthony
Sources: Stantec; Marquette Advisors

rental market can afford the rents at luxury properties, it is important to track this market because these properties often set the standards for features and amenities demanded by the marketplace. Moreover, tracking new developments helps understand what financing gaps, if any, may exist between achievable rents and new construction costs. The comparison focused on unit mix, size of project, rents, vacancies, and project amenities. The following are key findings of the analysis:

- Due to the lack of new rental properties within the Housing Trade Area, four of the 10 properties profiled are located outside of the Trade Area (Map 8). Furthermore, due to the lack of traditional garden-style apartment properties, which are typically three- to four-story structures with common entrances and elevators, four of the 10 properties are rental townhome developments, which tend to have a slightly different demographic market than garden-style apartment buildings.

- The properties range in age from 19 years old to seven years old. Therefore, even though these properties represent the newest most upscale rental developments in or near the Housing Trade Area, they do not necessarily capture the most state-of-the-art offerings that are currently being built in other submarkets of the Metro Area.

- Overall vacancy among the 10 properties is only 0.9%, which is extremely low and well below the already low 2.8% vacancy rate of the entire North Metro. This suggests there is strong pent-up

Table 18: Amenities at Comparable Market Rate Rental Properties

	In-Unit Features										Common Area Amenities												
	Washer/Dryer	*Walk-in Closet*	*Fireplace*	*Balcony/Patio*	*Vltd/ High Clg.*	*Stainless Steel Appl.*	*Granite Counters*	*Kitchen Island*	*Roman Tubs*	*Central A/C*	*Party Room*	*Fitness Center*	*Swimming Pool*	*Spa/Whirlpool*	*Sauna*	*Tanning Bed*	*Patio w/Grills*	*Private Theater*	*Business Center*	*Conference Room*	*Storage Units*	*Garage*	*Garage Fee (Mo.)*
Apartment Buildings																							
Arbor Glen	X	X	S	X						X	X	X	O						X		X	U	incl.
Cedar Creek Apts	H			X																		D	$30
Tralee Terrace		X		X							X											U	
Woodland Park		S		X													X					D	$40
Dellwood Estates II											X	X	O									U	incl.
Landings at SLV	X	X	S	X	S	X	X			X	X	X	O	X	X	X		X	X			U	$75
Townhomes																							
Just Off Main	X	X	S	X	X					X												A	incl.
Evergreen Point	X	X		X	X					X												A	incl.
Oak Pointe	X	X	X	X						X												A	incl.
Northtown Crossings	X	X	X	X	X	X	X	X		X												A	incl.

S = Some Units; H = Hook-ups
U = Underground Parking; A = Attached Parking; D = Detached Parking
I = Indoor Pool; O = Outdoor Pool
Source: Stantec; Marquette Advisors

demand for newer product with more amenities and features in the Housing Trade Area. With such low vacancy, it is likely that rents will sharply increase over the next year as landlords take advantage of the strong demand when renewing leases.

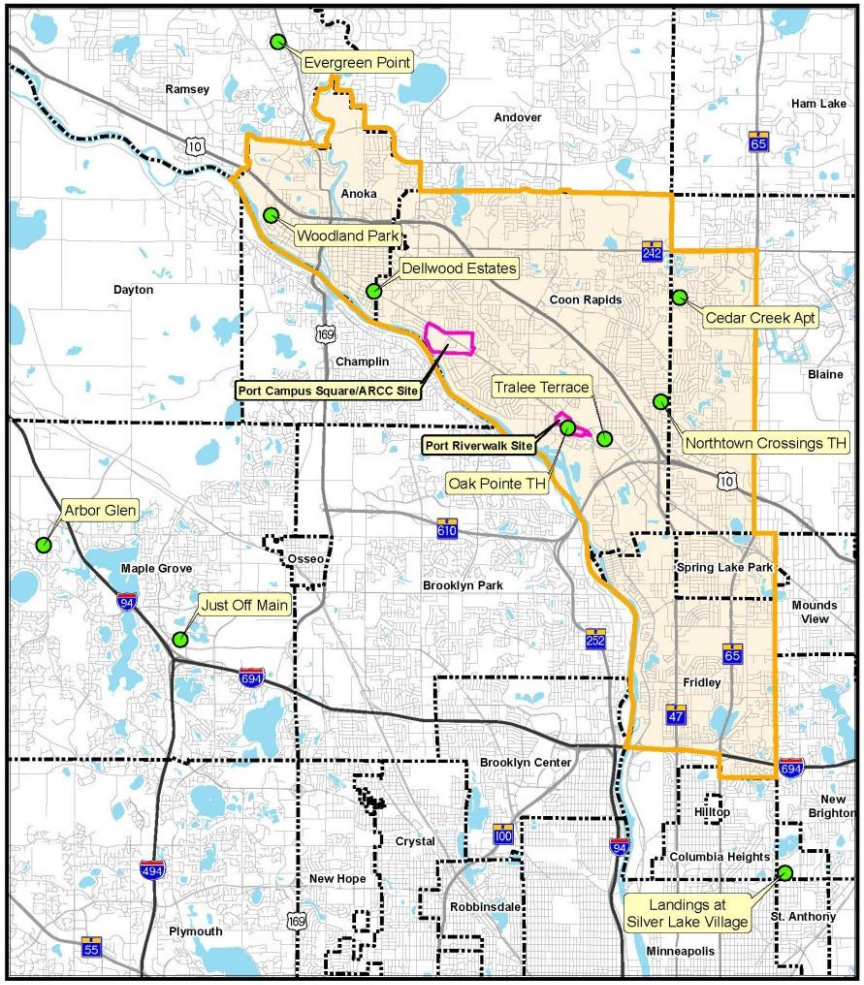
- One bedroom units have an average rent of $816 with top rent being $975. Two-bedroom units have an average rent of $1,170 with top rent being $2,123.

- On a per square foot basis, the overall rent is $1.07 per square foot. However, smaller unit types command higher prices per square foot. The highest rents in the market are for one-bedroom units at Woodland Park, which are $1.34 per square foot. Given that development costs associated most new suburban apartment construction are closer to $1.50 per square foot, this level of rent still does not support new construction. However, since many of newer buildings profiled in this analysis are already over 15 years old, there appears to some room to capture even higher rents for brand new product.

- Nearly three quarters of the units profiled have two-bedrooms or more. This is a result of several rental townhome developments being profiled, which often consist mostly of two- or three-bedroom units. Therefore, this suggests that there is a lack of newer one-bedroom units in the marketplace. Furthermore, although two-bedroom units are typically the most popular unit type in the marketplace, lifestyle renters are increasing, and these include singles that prefer renting even though they could afford to own.

- Features and amenities at the various properties differ based on whether the development is an apartment building or a townhome project. Apartment buildings generally have more units and can support common areas with a variety of amenities, such as party rooms, fitness centers, and pools. However, with

Map 8: Comparable Market Rate Rental Properties



Market Rate Comparable Rental Properties

0 8,000 16,000 Feet

Project Site
Housing Trade Area
Municipal Boundary
Open Water

April 26, 2012
Stantec
V:\1937\active\193700828\GIS\Projects\Comparable Rental.mxd

the exception of the Landings at Silver Lake Village, many of the trade area apartment buildings lack a number of the amenities found at many newer properties in other parts of the Metro Area. Furthermore, due to the age of many of the trade area properties, they also lack many in-unit features found in newer communities, such as stainless steel appliances, high ceilings, and granite countertops.

- The townhome properties have more standard features, such as in-unit washer/dryers, balconies, fireplaces, and high ceilings, but they also lack some of the upscale features found in newer rental communities. More importantly, though, townhome developments generally lack the common area features of most apartment buildings, such pools fitness centers, etc.

RENTAL HOUSING DEMAND CALCULATION

Tables 26 and 27 present our demand calculations for general-occupancy rental housing in the Trade Area and, more specifically, in the Port Campus Square and Port Riverwalk study areas. The following points summarize the demand calculations.

The first step in calculating rental demand in the Housing Trade Area was to estimate the number of qualified households based on age, income, and tenure (renter vs. owner). Table 26 presents the methodology. It begins with a breakdown of 2011 Trade Area households by age and then applies appropriate renter proportions followed by appropriate income proportions. This is repeated for Trade Area households in 2020.

Table 27 presents the change in the number of renter households by age and income between 2010 and 2020, which is the basis for determining forecasted demand. Table 14 also presents adjustments to the calculated household base to account for senior households, which will likely choose age-restricted properties, and the known competitive projects currently in the development pipeline. Factoring in these two adjustments yields a net unmet demand between 2010 and 2020 of 3,156 units within the Trade Area.

Not all of this demand, however, can be captured by one project or even within a single district such as the Port Campus Square or Port Riverwalk study areas. Therefore, the demand calculation also includes an adjustment to account for the proportion of Trade Area demand that could be captured somewhere along Coon Rapids Boulevard taking into consideration the quality and availability of sites, regional access, and the competitive environment. This proportion is 20% for lower and modest income households. However, for households with annual incomes above $50,000, it assumed they will have greater choice in the marketplace and thus the proportion capturable from this target market is slightly lowered to 10%. Combined these three income groups could generate as much as 353 units of demand for new rental housing along Coon Rapids Boulevard through 2020.

Most of the calculated demand will come from modest income households (206 units) or those earning between $25,000 and $50,000 per year. Assuming modest income households can only devote 30 percent of their income toward housing, this group can afford up to $1,000 per month for housing. Although this group can often obtain existing market rate units in older buildings with fewer amenities, it is often very difficult to build new construction targeted to this market without some sort of subsidy to cover critical cost gaps.

Table 26: Segmentation of Trade Area Households by Age and Income, 2010 and 2020

Age of Householder	2010 Trade Area HHs		% Renter Occupied		2010 Renter HHs		% with Incomes <$25,000	% with Incomes $25k-$50k	% with Incomes $50,000+		Renter HHs with Incomes <$25,000	Renter HHs with Incomes $25k-$50k	Renter HHs with Incomes $50,000+
15 to 24 years	2,347	x	72.2%	=	1,693	x	31.6%	40.7%	27.7%	=	535	689	469
25 to 34 years	7,937	x	40.3%	=	3,199	x	20.8%	38.1%	41.1%	=	665	1,219	1,315
35 to 44 years	11,643	x	27.9%	=	3,251	x	16.6%	31.3%	52.1%	=	540	1,017	1,694
45 to 54 years	12,783	x	21.0%	=	2,681	x	22.1%	36.8%	41.1%	=	592	987	1,102
55 to 64 years	8,336	x	16.7%	=	1,393	x	30.8%	35.9%	33.3%	=	429	500	464
65 to 74 years	6,369	x	15.1%	=	962	x	35.1%	43.2%	21.7%	=	338	416	209
75 years and over	3,571	x	28.5%	=	1,019	x	65.5%	27.6%	6.9%	=	668	281	70
	52,986				14,199						3,767	5,109	5,322

Age of Householder	2020 Trade Area HHs		% Renter Occupied[1]		2020 Projected Renter HHs		% with Incomes <$25,000[2]	% with Incomes $25k-$50k[2]	% with Incomes $50,000+[2]		Renter HHs with Incomes <$25,000[2]	Renter HHs with Incomes $25k-$50k[2]	Renter HHs with Incomes $50,000+[2]
15 to 24 years	2,449	x	75.2%	=	1,840	x	33.6%	42.3%	24.2%	=	618	778	445
25 to 34 years	10,650	x	43.3%	=	4,613	x	20.4%	39.8%	39.8%	=	943	1,835	1,835
35 to 44 years	10,422	x	30.9%	=	3,222	x	14.5%	33.2%	52.3%	=	466	1,071	1,685
45 to 54 years	11,390	x	24.0%	=	2,730	x	19.8%	39.1%	41.2%	=	540	1,067	1,124
55 to 64 years	10,137	x	19.7%	=	1,998	x	25.9%	34.7%	39.4%	=	517	694	787
65 to 74 years	5,980	x	18.1%	=	1,083	x	35.0%	44.2%	20.8%	=	379	479	225
75 years and over	5,923	x	31.5%	=	1,868	x	64.4%	28.4%	7.3%	=	1,203	530	136
	56,950				17,354						4,664	6,453	6,237

[1] Due to the slow down in the for-sale housing market, it is anticipated that homeownership rates will decline across all age groups through 2020.

[2] Incomes and rents are based on 2010 dollars

Source: Stantec

A smaller proportion of demand (83 units) will come from higher income households or those earning more than $50,000 per year. This is the group that typically can afford the kind of rents that would support new market rate development with minimal, if any, public assistance. There will also be demand (64 units) from low income households or those earning less than $25,000 per year. Housing intended for this market will require substantial subsidies to help pay for the gap created by lack of rental revenue needed to cover construction and operating expenses.

RENTAL HOUSING SUMMARY

The current rental housing market is becoming very tight. Vacancy rates have dropped to nearly historic lows. Rents will likely start to increase as a result of these conditions. Most newer properties in the Trade Area are achieving rents of between $1.00 and $1.20 per square foot with the peak being $1.34. Although these rents are probably not enough to support new development, most properties in the Trade Area are older and do not have many of the amenities and features that renters desire in today's market. Therefore, given expected rent increases throughout the market and the potential to capture even higher rents with new development, this may push the market into a zone that can support new development.

The Port Campus Square and Port Riverwalk study areas, moreover, are strategically located along Coon Rapids Boulevard, which provides good access to the regional highway system via Highways 610 and 10. This locational advantage will help attract renters interested in being a convenient commute to many of the North Metro's key employment/activity centers. In particular, the Port Campus Square study area includes the Anoka Ramsey Community College, which has approximately 6,000 students and 550 employees. Furthermore, the study area is less than a mile from the 2,000 workers associated with the Mercy Hospital complex.

Table 27: Rental Housing Demand Calculation

Age of Householder		Growth in renter households <$25,000 inc (2010-2020)	Growth in renter households $25k-$50k inc (2010-2020)	Growth in renter households $50,000+ inc (2010-2020)
15 to 24 years		82	89	-24
25 to 34 years		277	616	520
35 to 44 years		-74	54	-9
45 to 54 years		-52	80	22
55 to 64 years		88	194	323
65 to 74 years		41	63	17
75 years and over		535	248	66
		897	1,344	915
Growth in income-qualified renter households (2010-2020)	=	897	1,344	915
(less) Households age 65+	-	576	312	82
(less) Proposed competitive rental units	-	0	0	0
(equals) Potential excess demand	=	322	1,032	832
(times) Proportion capturable along Coon Rapids Blvd	x	20%	20%	10%
(equals) Units capturable along Coon Rapids Blvd	=	**64**	**206**	**83**

Source: Stantec

For the Port Riverwalk study area, it will benefit from close proximity to the Anoka Ramsey Community College and Mercy Hospital area as well. However, it is situated very close to Highway 610 and would provide very convenient access to the employment around Northtown but also the major office campuses associated with Medtronic in Mounds View and Target in Brooklyn Park.

Both the Port Campus Square and Port Riverwalk study areas are also located close to the Mississippi River, which is a significant amenity. In the case of the Port Riverwalk area, the Coon Rapids Dam Regional Park is within a couple blocks and includes a number of regional trails that provide connections to a larger network of parks and trails. For the Port Campus Square area, connections to the Mississippi River and its system of trails are not as readily accessible. However, with some strategic linking of short gaps in the trail network, the Mississippi River could easily become a significant amenity that would be readily accessible to residents of the Port Campus Square area.

It is also important to note that as the Port Campus Square and Port Riverwalk areas are redeveloped with new and interesting places, these areas themselves have the potential to be an amenity that would serve to attract potential residents. For example, the Port Campus Square area has a new ice areana and is planned to have a new Community Center and county library. These uses along with new retail with a village focus would certainly help attract potential residents.

Given the benefits of Port Campus Square and Port Riverwalk locations within the Metro Area and the nearby amenities, we believe the study areas have the potential to capture up to 270 units of new middle-market rental housing targeted to moderate income households and 80 units of upscale rental housing targeted to higher income households through 2020.

For-Sale Housing Market

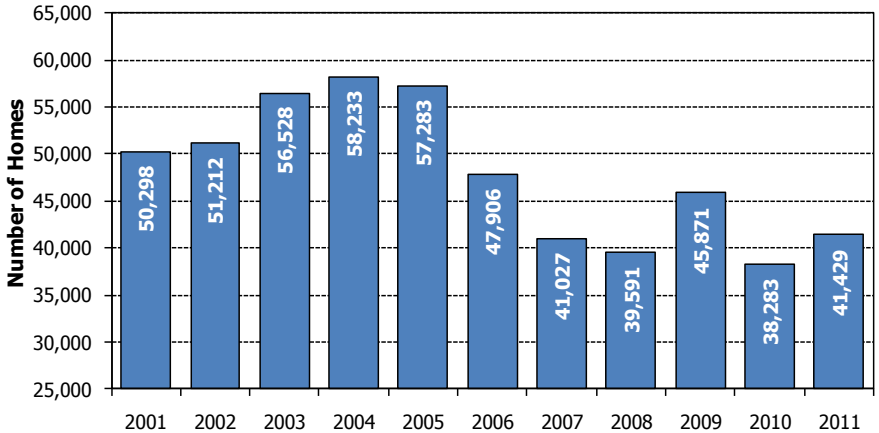
MARKET OVERVIEW

After a period of unprecedented growth in the early 2000s, the for-sale home market dramatically weakened starting in 2005. Between 2004 and 2008, the number of homes sold through the MLS declined each year with pronounced drops in 2006 and 2007 (Figure 28). However, after years of declining sales, 2009 saw a substantial increase in sales due to the Federal stimulus program that provided a substantial tax credit to first-time home buyers. However, in the wake of the Federal stimulus program, sales declined yet again in 2010 to rates not experienced in over a decade.

More importantly, though, the impact of foreclosures is still evident as median sales price continues to decline and is now off nearly 35 percent from its peak in 2006 (Figure 29). The causes of the soft market are varied and complex. However, over-construction encouraged by lax lending standards has been a clear root cause. Until much of the oversupply is absorbed, it appears the for-sale market will continue to be soft. Excess supply is slowly being absorbed, which will stabilize the balance between supply and demand and eventually lead to price increases.

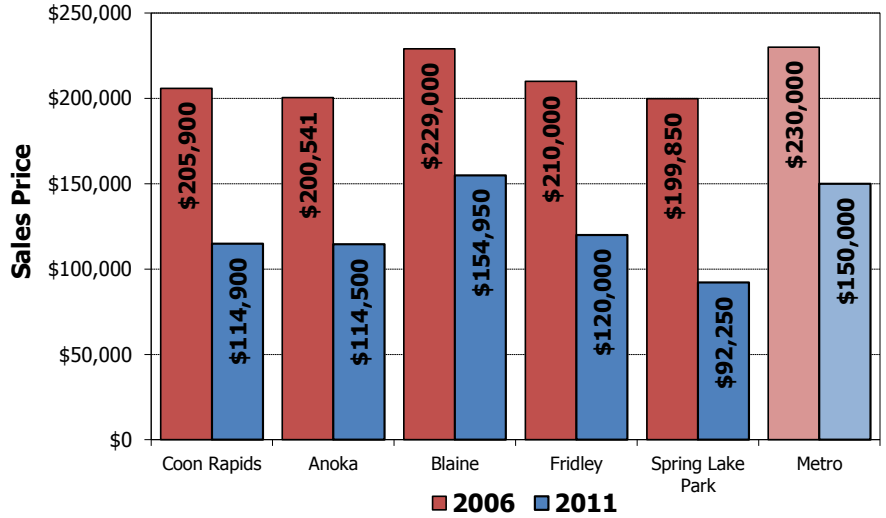
Cities in the Housing Trade Area have also been impacted by the regional and national downturn in the for-sale housing market. Figure 37 displays the change in median sales price in each city. For the most part, each city had a strong increase between 2001 and 2006, followed by a sharp decline. Noteworthy, though, is that Coon Rapids, Spring Lake Park, Anoka, and Fridley experienced price

Figure 28: Metro Area Homes Sold Through MLS 2002-2011



Source: Minneapolis Area Association of Realtors

Figure 29: Change in Median Sales Price 2001-2011



Source: Minneapolis Area Association of Realtors

decreases that were much deeper than the metro-wide drop, suggesting that homes in these communities have been unable to maintain their value relative to other parts of the Metro Area.

CONDOMINIUM MARKET

Although the for-sale housing market has been showing recent signs of market stabilization, we believe that the suburban condominium market is still many years away from being able to support a large new development located in Coon Rapids. Demand for condominium housing located in suburban areas will likely remain weak due to the glut of vacant units at recently developed projects and the deep price reductions of units at older condominium properties.

Successful condominium development, especially in suburban locations, is often tied to high-amenity sites with impressive views or outstanding access to upscale shopping or employment areas. Although we believe Coon Rapids has many advantages and could be developed with some high amenity areas over time, the number of condominium units that could be supported in either the Port Campus Square or Port Riverwalk areas would be very small and other locations in the Housing Trade Area and the Metro Area will likely be able to leverage more significant amenities and be more attractive to condominium developers when the market returns.

FOR-SALE HOUSING SUMMARY

The overall condition of the for-sale housing market is still battered and bruised. There are small signs that new home construction is picking up in communities with highly reputable school districts. Although the for-sale market has appeared to turn a corner, persistently high unemployment and tremendous oversupply, not to mention the foreclosure situation, is resulting in a very slow recovery. Moreover, any sites in either of the Port Campus Square or Port Riverwalk study areas would likely be condominiums or townhomes as opposed to single-family homes due to the underlying economics of redevelopment. And, despite the growing optimism for the single-family market, **the market for condominiums in suburban settings is almost non-existent.**

Senior Housing Market

INTRODUCTION

This section of the report provides background on the different types of senior housing product, identifies properties that would compete indirectly or directly with new development in the Port Campus Square or Port Riverwalk study areas, and calculates future demand for additional senior housing in the Housing Trade Area.

SENIOR HOUSING DEFINED

Senior housing is a concept that generally refers to the integrated delivery of housing and services to seniors. Senior housing, as Figure 30 shows, embodies a wide variety of product types across the service-delivery spectrum, from independent apartments and/or townhomes with virtually no services on one end, to highly specialized, service-intensive, assisted living units or housing geared for persons with dementia-related illnesses (termed "memory care"). In general, independent senior housing attracts persons age 65 and over while assisted living attracts persons age 80 and older who need assistance with activities of daily living (ADLs), such as dressing, showering and grooming.

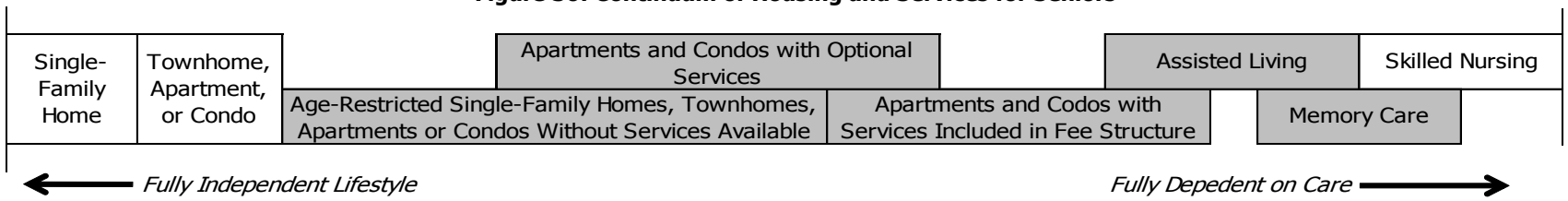
The least service-intensive buildings, also termed "active adult" or "adult" projects, are similar to general occupancy housing, offering virtually no support services or health care, but restricting tenancy to those ages 55 and over. Historically, these projects have primarily been rental properties, but in recent years ownership models, including cooperative and condominium arrangements, have greatly expanded the market. The next level up on the service-delivery spectrum is independent living with services, also known as congregate care. These projects offer support services such as meals and housekeeping, either included in the rent or a-la-carte so that residents can choose whether or not to pay for the services.

The most service-intensive product types, assisted living and memory care, offer the highest level of services short of a nursing home. Typical services covered in the fee for both of these product types include all meals, housekeeping, linen changes, personal laundry, 24-hour emergency response, and a wide range of personal care and therapeutic services (either built into the fee or a-la-carte). Sponsorship by a nursing home, hospital or other health care organization is common for assisted living and memory care projects (as well as for many congregate/service-intensive projects).

SENIOR HOUSING PROPERTIES

Table 19 and Map 9 display the full range of senior housing options in the Housing Trade Area broken down by level of service. There

Figure 30: Continuum of Housing and Services for Seniors



are 30 projects listed in Table 19; combined they provide over 2,000 units of housing. Over one-third of all units profiled are located in affordable or subsidized properties. The remaining 1,300 units are split among owner-occupied, independent living, assisted living, and memory care properties.

Table 19 includes information on project location, year built, number of units, pricing, and whether it is part of a continuum of care. Below are key points pertaining to the existing supply of senior housing:

- There are a total of 610 deeply subsidized senior units in the Housing Trade Area. Most of the deeply subsidized units are located in older buildings, many of which are more than 30 years old. Many of these older properties are very modest with few amenities and consist primarily of small one-bedroom units. Deeply subsidized units are typically restricted to those with very low incomes and require residents to pay rent based on a sliding fee scale that is 30 percent of adjusted gross income.

- Beginning in the 1990s, many communities supported the development of affordable senior housing that only required a shallow subsidy through programs such as the Low-Income Housing Tax Credit or Section 42. These properties restricted residency based on income, but were not as stringent as deeply subsidized properties. Rents at these properties are held below market rates, yet residents typically do not pay based on a sliding fee scale. There are two properties with 134 units that fall into this category. Many of these properties were built during the 1990s as a cottage-style with private entrances and shared walls. These properties typically do not have any services available to residents and feature only a minimum of amenities, such as a community room.

- There are two owner-occupied properties in the Housing Trade Area with a total of 140 units. One property is a cooperative, which is a form of ownership in which residents own shares on a cooperative board that entitle them to a unit as opposed to a fee-simple condominium arrangement. Cooperatives can allow for greater flexibility in how residents want to manage financing of their shares. From a design and amenity standpoint, cooperatives are indistinguishable from condominiums in that most are three or four story buildings with a common entrance and a basic array of building amenities, though very few have services available. Due to the ownership component of these properties, most residents tend to be slightly younger on average than compared to other senior housing concepts. Ownership properties also tend to have larger square footages and more two-bedroom units due to the prevalence of couples.

- There are six market rate senior housing properties with few or no services with a total of 462 units. Because of the lack of services, rents at these properties tend to be in line with many upscale general-occupancy apartments. Therefore, they tend to appeal to people who want a more maintenance free lifestyle but are still too healthy to see the value of paying for additional services.

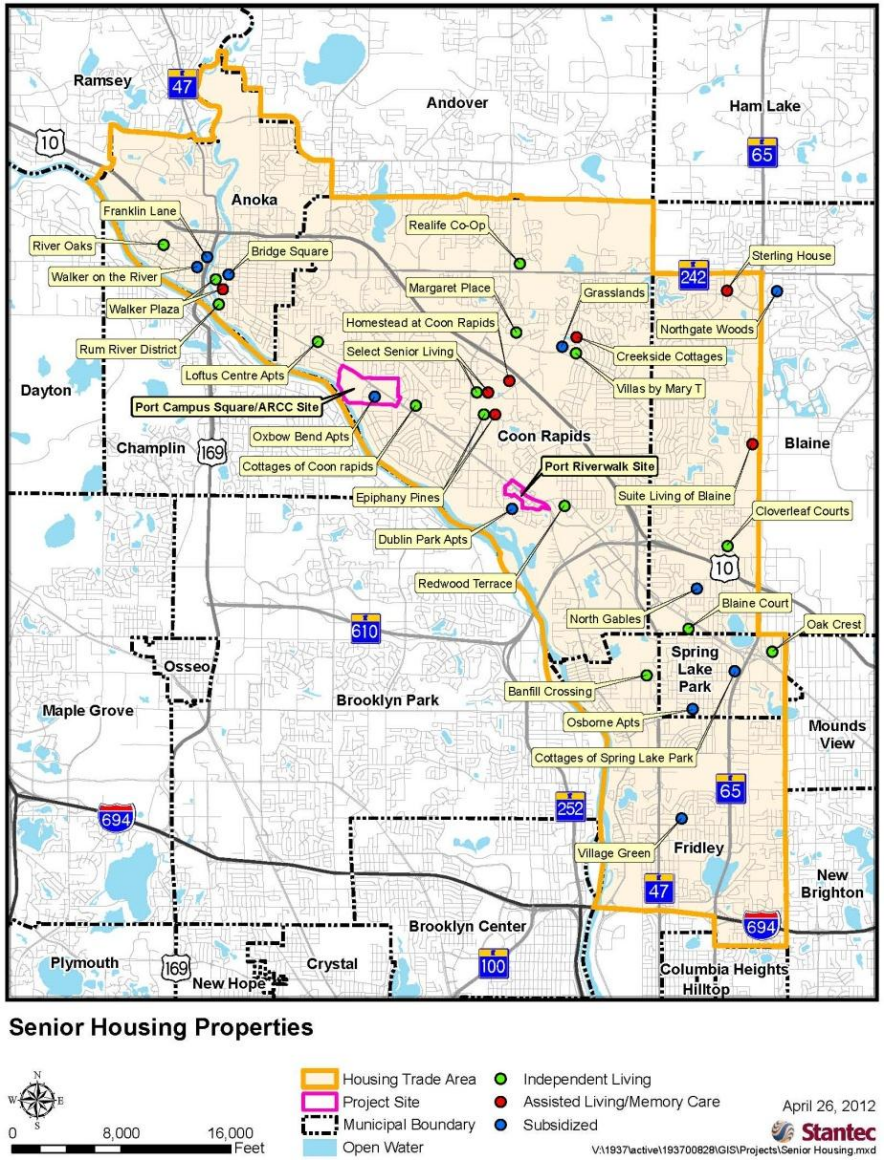
- There are six market rate independent living properties that include services with a total of 409 units. The rents at these properties are significantly higher because of the availability of meals, transportation, housekeeping, and basic personal care. However, many of them recognize that they have residents of varying stages of need and do not necessarily require residents to pay for certain services unless they use them. Nonetheless, the ability to have the services available justifies a much higher rent. In many ways these properties can and do function at an assisted living level, especially when it comes to accommodating aging in place. Moreover, many of these properties are located on a campus with other higher levels of care, which allows management to share services across settings.

Table 19: Senior Housing Properties

Project Name	Address	City	Year Opened	Number of Units	Cam-pus	Base Rent/Price
Subsidized						
Dublin Park Apts	10020 Drake St	Coon Rapids	n/a	70		30% of Income
Bridge Square	2 Bridge Square	Anoka	n/a	101		30% of Income
Franklin Lane	1827 S Ferry St	Anoka	n/a	66		30% of Income
Grasslands	11740 Xeon Blvd	Coon Rapids	n/a	24		30% of Income
Oxbow Bend Apts	3101 111th Ave	Coon Rapids	n/a	61		30% of Income
North Gables	654 90th Ln	Blaine	n/a	50		30% of Income
Northgate Woods	1530 123rd Ln NE	Blaine	n/a	30		30% of Income
Osborne Apts	659 Osborne Rd NE	Spring Lake Park	n/a	60		30% of Income
Village Green	460 Mississippi St NE	Fridley	n/a	103		30% of Income
Walker on the River	1906 S Ferry St	Anoka	n/a	45		30% of Income
				610		
Affordable (Shallow Subsidy)						
Cottages of Coon Rapids	110th Ln and Coon Rapids	Coon Rapids	1997	48		$620-$979
Cottages of Spring Lake Park	8263 Fillmore	Spring Lake Park	1993	86		$675-$775
				134		
Owner-Occupied						
Realife of Coon Rapids	Main St and Hanson Blvd	Coon Rapids	2002	100		$26,600-$53,500
Rum River District	2200 2nd Ave	Anoka	2005	40		$220,000+
				140		
Indepdent Living (few or no services)						
Loftus Centre Apts	3931 Coon Rapids Blvd	Coon Rapids	n/a	30		$650-$800
Redwood Terrace	9950 Redwood St	Coon Rapids	2000	54		$850-$950
Blaine Court	701 85th Ave NE	Blaine	1991	55		$617-$762
Cloverleaf Courts	1011 Cloverleaf Pkwy	Blaine	2000	102		$530-$1,231
Banfill Crossing	8310 University Ave NE	Fridley	2000	110		$774-$1,338
Oak Crest	1639 Hwy 10 NE	Spring Lake Park	1997	111		$797-$1,339
				462		
Independent Living (with services)						
River Oaks of Anoka	910 Western St	Anoka	1988	80		$1,900-$2,300
Select Senior Living	113th Ave and Martin St	Coon Rapids	2009	24	X	$1,390-$2,150
Villas by Mary T	1181 117th Ave NW	Coon Rapids	n/a	38		$990-$1,400
Margaret Place	118th Ln	Coon Rapids	1987	72		$975-$1,075
Walker Plaza	131 Monroe St	Anoka	1990	88	X	$1,105-$1,855
Epiphany Pines	1800 111th Ave	Coon Rapids	1994	107		$841-$1,330
				409		
Assisted Living						
Creekside Cottages	1190 117th Ave	Coon Rapids	1998	12		$4,100
Epiphany Pines	10955 Hanson Blvd	Coon Rapids	2001	50	X	$2,298-$3,595
Homestead at Coon Rapids	11372 Robinson Dr	Coon Rapids	1998	32		$3,090-$5,055
Select Senior Living	113th Ave and Martin St	Coon Rapids	2009	40	X	n/a
Walker Plaza	131 Monroe St	Anoka	1990	14	X	n/a
Suite Living of Blaine	10669 Ulysses St NE	Blaine	2004	30		n/a
Sterling House of Blaine	1005 Paul Pkwy	Blaine	1997	19		$2,350-$4,475
Demar Catered Living	11777 Xeon Blvd	Coon Rapids	1995	20		$3,800
Eagle Street Catered Living	12099 Eagle St	Coon Rapids	1997	12		$4,100
				229		
Memory Care						
Select Senior Living	113th Ave and Martin St	Coon Rapids	2009	12	X	n/a
Epiphany Pines	10955 Hanson Blvd	Coon Rapids	2001	14	X	$2,327-$2,371
Homestead at Coon Rapids	11372 Robinson Dr	Coon Rapids	1998	36		$4,300-$5,030
Suite Living of Blaine	10669 Ulysses St NE	Blaine	2004	13		n/a
				75		

* Cooperative pricing in which monthly dues cover a portion of mortgage
Source: Stantec

Map 9: Senior Housing Properties



Senior Housing Properties

- There are nine assisted living facilities in the Housing Trade Area with a total of 229 units. Five of the nine are located in Coon Rapids. Pricing can vary significantly from one property to another because of the wide array of services that can be either bundled or unbundled with the rent. The wide range in rents can also be related to the living space and its arrangement. Some properties have tried to appeal to a more cost conscious market by having smaller suite-style units that may be shared, while other properties have marketed to the upscale market through much larger units and the provision of in-unit features, such full kitchens and extra bedrooms even though residents normally have no need for such features.

- There are five memory care properties with 75 units. Memory care is the most expensive senior housing environment because of the need to provide services that go beyond the typical meals, housekeeping, and basic personal care. Memory care also demands a lot of specialized programming that requires not only more staff time, but specially trained staff as well. Memory care properties are almost always combined with assisted living because of the flexibility to share trained staff.

In general, there is a wide variety of senior housing options in the Housing Trade Area. However, the market for senior housing is rapidly evolving with new technologies, changing cultural attitudes, and a burgeoning market. What may work for today's senior may no longer be appropriate for tomorrow's senior. Therefore, it is important to stay on top of this shifting market and be open to change.

SENIOR HOUSING DEMAND CALCULATIONS

Stantec has reviewed forecasted population and household growth figures by age group and applied them to industry standards used to measure acceptable capture and penetration rates for senior housing.

According to the demand calculation for independent senior housing (Table 20), there is excess demand in the Housing Trade Area for both affordable and market rate units. Furthermore, given forecasted growth in the number of senior households, there will be very strong demand for independent living housing by 2020, provided no additional units are built.

The demand calculation for assisted living also suggests that demand currently exceeds supply in the Housing Trade Area (Table 21). Therefore, given forecasted growth in the target market demand will increase substantially by 2020 if no additional units are built in the Trade Area.

Similar to the independent and assisted living market, it appears that the demand for memory care housing in the Housing Trade Area exceeds supply (Table 22).

Table 20: Calculated Trade Area Demand for Independent Living

		2010		2020	
		Age 65-74	Age 75+	Age 65-74	Age 75+
Households		5,957	4,971	7,359	6,557
Penetration Rate[1]	x	7%	20%	7%	20%
Demand from Trade Area Households	=	417	994	515	1,311
Demand from Outside Trade Area (20%)	+	104	249	129	328
Total Potential Demand	=	521	1,243	644	1,639
		1,764		2,283	
		Afford-able[2]	Market Rate	Afford-able[2]	Market Rate
Income Breakdown	x	45%	55%	45%	55%
Potential Demand by Affordability	=	794	970	1,027	1,256
Existing Units (less)	-	744	807	744	807
Pending Units (less)	-	0	0	40	0
Estimated Trade Area Need	=	50	163	243	449
Proportion Capturable along Coon Rapids Blvd	x	25%	25%	25%	25%
Units Capturable along Coon Rapids Blvd	=	12	41	61	112

[1] Penetration rate is the proportion of households willing to live in an age-restricted environment
[2] Based on Proportion of Trade Area households age 65+ with annual incomes below $25,000
Source: Stantec

Table 21: Calculated Trade Area Demand for Assisted Living

		2010	2020
Households Age 75 and older		4,971	6,557
Households Requiring Assistance (30%)[1]		1,491	1,967
Income-Qualified Households (50%)[2]		746	984
Proportion Likely to Remain in Study Area (80%)[3]		597	787
Existing Units (less)	-	434	434
Pending Units (less)	-	0	0
Estimated Trade Area Need	=	163	353
Proportion Capturable along Coon Rapids Blvd	x	20%	20%
Units Capturable along Coon Rapids Blvd	=	33	71

[1] National Long-Term Care Survey

[2] Most older households do not have the income to afford the high cost of memory care housing. The proportion used here reflects financial assistance from family, other non-government sources, and the spend down of assets.

[3] Proportion is based on prevailing household incomes in the Trade Area. Higher income adult children are more likely to relocate parents out of their home Trade Area.

Source: Stantec

Table 22: Calculated Trade Area Demand for Memory Care

		2010				2020			
		Age 60-69	Age 70-79	Age 80-89	Age 90+	Age 60-69	Age 70-79	Age 80-89	Age 90+
Number of Persons		12,788	7,231	2,917	1,029	15,404	9,881	4,416	1,472
Incidence of Dementia[1]	x	1.0%	5.0%	24.2%	37.4%	1.0%	5.0%	24.2%	37.4%
Estimated Population with Dementia	=	128	362	706	385	154	494	1,069	551
Proportion Needing Memory Care Housing[2]	x	15%	20%	25%	10%	15%	20%	25%	10%
Persons Needing Memory Care Housing	=	19	72	176	38	23	99	267	55
Proportion Income-Qualified (75%)[3]		230				333			
Proportion to Remain in Trade Area (65%)[4]		149				217			
Existing Units (less)	-	75				75			
Pending Units (less)	-	0				0			
Estimated Trade Area Need	=	74				142			
Proportion Capturable along Coon Rapids Blvd	x	20%				20%			
Units Capturable along Coon Rapids Blvd	=	15				28			

[1] Journal of Neuroepidemiology, November 2007

[2] Not all persons who have dementia or related illness will require memory care housing because of in-home care provided by spouse, adult children, or other providers.

[3] Most older households do not have the income to afford the high cost of memory care housing. The proportion used here reflects financial assistance from family, other non-government sources, and the spend down of assets.

[4] Proportion is based on prevailing household incomes in the Trade Area. Higher income adult children are more likely to relocate parents out of their home Trade Area.

Source: Stantec

SENIOR HOUSING SUMMARY

INDEPENDENT LIVING:

Projects that cater to younger, active seniors have been hard hit by the recession due to declining home prices that has reduced their ability to sell their current houses. Since this target market is still relatively healthy, the decision to relocate to an age-restricted community has more to do with lifestyle than a need-driven situation. Therefore, in a declining housing market, these households are apt to delay the decision to move until home prices increase.

This is especially true of properties in which there is no continuum of care. Independent living projects that are part of a continuum of care have been able to mitigate the impact of declining home prices by also appealing to those who desire the security and certainty of access to care as they age-in-place. Freestanding facilities, without this continuum of care, have struggled to maintain occupancies or in the case of newer properties struggle to absorb units in a timely manner.

The silver living to this grey cloud is that there appears to be excess demand relative to supply in the Trade Area and that growth in the overall size of the target market is forecasted to increase dramatically during the next 10 years with the aging of the Baby Boom generation. Therefore, as home prices begin to rise and target households gain confidence, there will likely be substantial pent up demand among those who are interested in moving, but have simply delayed the decision due to broader housing market conditions.

For appropriate sites in both the Port Campus Square and Port Riverwalk study areas, we believe demand currently exists for between 50 and 60 units of independent senior housing and increasing substantially to 150 to 175 by 2020.

ASSISTED LIVING:

To some degree, the decline in home prices over the last five years has also affected the assisted living market. For many households, paying for the cost of assisted living is dependent on the sale of a home. Therefore, declining home prices has resulted in many families choosing to pitch-in and help aging parents and grandparents cope with activities of daily living instead of moving them to an assisted living facility. This dynamic has contributed to higher vacancy rates among assisted living facilities, especially in sub-markets where the facility draws primarily from families with modest incomes. However, this situation is usually anticipated to be temporary due to the current recession and eventually give way to a situation of pent-up demand.

For the Port Campus Square and Port Riverwalk study areas, it is anticipated that the assisted living market demand is currently between 30 and 40 units increasing to 50 to 70 units by 2020. Furthermore, the potential sites in the Port Campus Square and Port Riverwalk study areas would likely have good visibility, which is important for assisted living because it needs to keep awareness high due to the higher levels of turnover.

MEMORY CARE:

After a period of rapid expansion 10 to 12 years ago, memory care facilities have experienced very strong occupancies in recent years. These facilities were somewhat buffered from the recession because the level of care needed is often far more than a spouse or other family member can handle even in difficult financial times. Furthermore, new advancements in design and programming have dramatically increased the benefits of living in such environments. In addition, these benefits have raised the awareness of memory loss and reduced its taboo nature, which has resulted in greater market acceptance.

For the Port Campus Square and Port Riverwalk study areas, it is anticipated that the memory care market demand is currently between 15 and 20 units increasing to 25 to 35 units by 2020. This is not enough demand to develop a standalone memory care facility. However, it would be feasible as part of a continuum of care concept.

Appendix 3: Public Comment

Steering Committee Input Exercises

On April 3, 2012, the Port Campus Square Steering Committee participated in two input exercises which were used in the preparation of preliminary concept plans. An explanation of these exercises and the results follow:

SWOT Exercise

The Steering Committee held a Strengths, Weaknesses, Opportunities and Threats (SWOT) exercise regarding the Port Campus Square area. The Committee identified issues that it viewed to be relevant for each category. Once the issues were identified, the Committee was asked to vote on each issue to determine which issue was of the most importance. The number of votes each issue received is contained in the parentheses i.e. (8).

Visual Preference Survey

The Committee reviewed almost 200 images of various development types from around the Twin Cities as well as from other cities outside of Minnesota. The images ranged across a wide range of topics such as building type, parking lots, storm water treatment, amenities, etc. Each member was asked to rate each image from 0 – 6 as to whether it was an appropriate use for the redevelopment of Port Campus Square.

The results of each survey were tabulated to identify an average score for each image. Higher scores indicate images that were viewed to be more appropriate for the Port Campus area. After the average score is identified, a range of the scores was determined.

This image survey was used to help establish the desired character and design themes for the Port Campus Square Plan.

Strengths

Amount of land available (8)

City Developments – Arena (5)

Flexibility – open space (3)

Students/Campus (2)

Centrally located (2)

Residential proximity (2)

Area stability (ARCC, City, neighborhoods, hospital)—foundation to build upon (2)

Superior Access (1)

Traffic continuous throughout the day due to ARCC students and City facilities (1)

Coon Rapids Blvd. is recognizable

Close to Highway 10

Blight gone

Investments in the area

Hospital

Transit

River

Green spaces

WCCO history

Weaknesses

Retail competition (7)

Not pedestrian friendly (6)

Size of the project (3)

Poor traffic flow between properties (3)

Can't see ARCC from Coon Rapids Blvd. (2)

Funding for Coon Rapids Blvd. relies of Federal sources (2)

Redevelopment has been reliant on public sector activities (1)

Confined by river/RR tracks (1)

Empty buildings

Coon Rapids Blvd. has stronger traffic east of Hanson

Coon Rapids Blvd. is a barrier

ARCC has a slow approval process for major decisions due to their legislative framework

Opportunities

Amount of land (8)

Streets, trails, etc. can still be moved (5)

Can intensify area (4)

Pedestrian connections/trails (3)

Community center (2)

Public can prime private investment (1)

Take better advantage of City/ARCC partnership (1)

Improve college visibility (1)

ARCC potentially expanding to bachelor completion programs

River access

More variety of housing options, particularly housing directed towards keeping/attracting youth

Joint use of facilities

Threats

Availability of funding (8)

Market conditions (6)

Physical distance between uses (4)

“Last mile” of transit (3)

Over-regulation including land control (2)

Political will (2)

1960’s housing stock (1)

Size (1)

Highway department standards

DNR requirements re: river access

Summary of Open House Written Comments

1. Please change the lights (stoplights) at the intersection of Coon Rapids Blvd. & Mississippi Blvd. It is nearly impossible to pass through there safely.
2. Do not move the library. It is right now in perfect residential area.
3. Please don't move the library – we like it where it is!
4. We are seniors and of course would like everything to happy now. Tax increase OK.
5. Like the focus of opening up river side of Coon Rapids Blvd.
6. College parking ramp is good idea.
7. Positive – extending Pheasant Ridge Drive.
8. Positive – trail extended for peds/bikers.
9. Looking forward to a community center.
10. Looks good.
11. Like commercial to include specialized grocery – Trader Joe's, Whole Foods, Aldi.
12. Like connecting trails to river and river access.
13. Like roundabout.
14. Tie into the river is good.
15. Feature the architecture so no square block buildings.
16. Definitely keep homes off CR Blvd.
17. Intersection should either be moved to align with the Goodwill exit or removed.
18. With the redevelopment of CR Blvd. fewer intersections metered the better.
19. Entertainment of a variety should be incorporated to enhance what has been started.
20. Feel things are being "squeezed in" particularly with the housing area where the shopping center is.
21. I think this is the perfect opportunity to repurpose the area. Once upon a time the area was the shopping hub of the City –that has moved on to Riverdale. This could become the entertainment area of CR. Hockey arena, Grand Slam, up the road is Yes and Food; archery. Similar such destinations should be encouraged and developed for uses of all kinds. To alleviate the need for some intersections, implement a pathway/bridge to link the bikeways and walkways over the Coon Rapids Blvd.

RESOLUTION NO. 13-55

A RESOLUTION AMENDING THE COMPREHENSIVE DEVELOPMENT PLAN FOR THE CITY OF COON RAPIDS (PC 13-7)

WHEREAS, the Comprehensive Development Plan adopted by the City Council for the City of Coon Rapids on March 18, 2008, stated the master plan for Coon Rapids Boulevard and Port Campus Square; and

WHEREAS, after consideration, the Coon Rapids Planning Commission, recommends amending the language in the master plan with regard to the Coon Rapids Boulevard corridor and Port Campus Square; and

WHEREAS, on May 7, 2013, the City Council concurred that the text of the Comprehensive Development Plan should be amended with regard to Port Campus Square; and

WHEREAS, City Council approved the Final Master Plan recommendations for Port Campus Square as follows:

- Realign the intersection of 111th Avenue and Coon Rapids Boulevard to the east of the current intersection and establishment of 111th Avenue as a high-amenity corridor.
- Construct Boulevard Park in front of the Coon Rapids Ice Center toward Coon Rapids Boulevard.
- Reserve land for a future community center west of the ice center with the option of structured parking.
- Market the City owned site southeast of the ice center for senior housing development after Boulevard Park has been constructed.
- Plan for mixed–use development on the City owned parcel on the south side of Coon Rapids Boulevard created by realigning the 111th Avenue intersection.
- When the Family Center Mall redevelops, plan for commercial or mixed-use development along Coon Rapids Boulevard and moderate to high-density residential development on the rest of the site.
- Reconstruct Mississippi Boulevard south of Coon Rapids Boulevard to include a roundabout to improve traffic circulation at the entrance to Anoka Ramsey Community College.
- Improve connections to the Mississippi River by establishing a trail connection and “green corridor” along the south side of the community center and ARCC campus.
- Work with ARCC in the long term to construct parking structures in lieu of surface parking lots on the west side of Mississippi Boulevard and residential development on the east side of Mississippi Boulevard.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that Chapter 2 of the City of Coon Rapids Comprehensive Plan regarding Port Campus Square shall be amended by revising that portion of the text as follows:

> **Port Campus Square**. The area between Crooked Lake Boulevard and Mississippi Boulevard is a priority for redevelopment. On May 7, 2013, City Council approved a Port Campus Square Master Plan, which further governs development in the area and is formally adopted into the Comprehensive Plan. The Master Plan envisions relocating the intersection of 111th Avenue and Coon Rapids Boulevard to the east adjacent to a new City park. Realignment of this intersection also allows for assembly of parcels on the south side of Coon Rapids Boulevard for redevelopment as either commercial or residential uses. While the City's ice center and future phases of a community center will occupy most of the land south of Coon Rapids Boulevard, residential development is planned near the intersection of Crooked Lake Boulevard and 109th Lane. The land along the south side of 111th Avenue is planned for a combination of stacked parking for a future community center. A new north-south public street connection is planned between 109th Lane and 111th Avenue. Much of the Family Center Mall site is suitable for redevelopment as housing with some commercial development along Coon Rapids Boulevard.

Adopted by the Coon Rapids City Council this 7th day of May, 2013.

_____
Tim Howe, Mayor

ATTEST:

_____
Catherine M. Sorensen, City Clerk

Legend

- Institutional
- Commercial
- Public
- Mixed-use
- Residential
- Open space

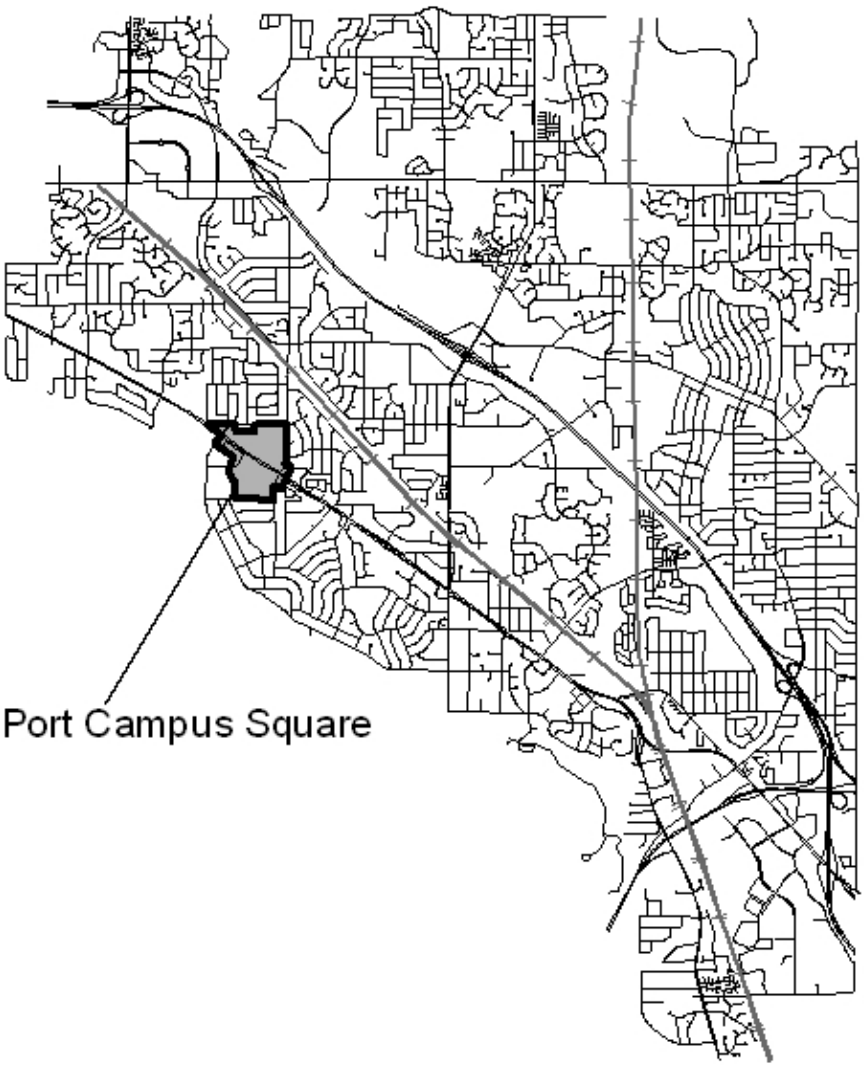
0 100 400

Coon Rapids Planning Study

Concept D

5.15.2012

Stantec


Port Campus Square

2010, the City Council adopted an updated *Coon Rapids Boulevard Framework Plan*, addressing transportation enhancements, public improvements, land use, site and building design for new development, and priorities for redevelopment. This Chapter of the Comprehensive Plan sets a goal of periodically updating the *Framework Plan* to respond to changing conditions and new priorities. Given that redevelopment along Coon Rapids Boulevard represents a major component of future land use changes in the City, this section outlines and updates the land use policies recommended by the *Framework Plan.*

Port Districts. The *Framework Plan's* overall land use recommendation is that commercial and high-density residential development should be concentrated in a handful of nodes. Four of these nodes, known as "Preservation Or Renovation Tracts," or PORTs, have been given a special zoning designation to ensure that redevelopment occurs in accordance with a master plan for each area, and are considered priorities for redevelopment. These areas include: Port Evergreen (between Highway 47 and Foley Boulevard), Port Riverwalk (between East River Road and Egret Boulevard), Port Campus Square (between Crooked Lake and Mississippi Boulevards), and Port Wellness (between Round Lake Boulevard and the Anoka City limits). Land uses in each PORT are dictated by adopted master plans, which refine the future land uses outlined in this plan. Development within the PORTs must adhere to the adopted master plan, which further refine land uses allowed by the zoning district. Areas along Coon Rapids Boulevard in between the PORTs, which presently include a variety of land uses, are planned for primarily moderate density residential redevelopment. This redevelopment has been encouraged by means of an overlay zoning district. Some neighborhood commercial development is appropriate between the PORTs, but is expected to be concentrated at existing nodes at Hanson Boulevard, Xavis Street, and Pheasant Ridge Drive.
Land use policies for specific areas along Coon Rapids Boulevard are as follows:

Port Riverwalk. Areas along Coon Rapids Boulevard between the "Y" at East River Road and Egret Boulevard are priorities for redevelopment. The City demolished the Coon Rapids Shopping Center to make way for a major redevelopment on the south side of Coon Rapids Boulevard. Primarily moderate and high-density housing is planned for this area. Neighborhood commercial and small-scale office development is planned for the north side of Coon Rapids Boulevard. As redevelopment occurs, the street network should be modified to include a new street parallel to Coon Rapids Boulevard connecting Egret Boulevard and Avocet Street. Future development on the north side of Coon Rapids Boulevard would be served by a new street behind the development extending from Egret Boulevard to Avocet Street. The vacant land and storage facility east of Coon Rapids Boulevard Extension, while not included in the PORT, should be guided for office development, rather than the current industrial designation.

Port Campus Square. The area between Crooked Lake Boulevard and Mississippi Boulevard is a priority for redevelopment. On May 7, 2013, the City Council approved a Port Campus Square Master Plan, which further governs development in the area and is

formally adopted into the Comprehensive Plan. This Master Plan envisions relocating the intersection of 111th Avenue and Coon Rapids Boulevard to the east adjacent to a new City park. Realignment of this intersection also allows for assembly of parcels on the south side of Coon Rapids Boulevard for redevelopment as either commercial or residential uses. While the City's ice arena and future phases of a community center will occupy most of the land south of Coon Rapids Boulevard, residential development is planned near the intersection of Crooked Lake Boulevard and 109th Lane. The land along the south side of 111th Avenue is planned for a combination of stacked parking for a future community center. A new north-south public street connection is planned between 109th Lane and 111th Avenue. Much of the Family Center Mall site is suitable for redevelopment as housing with some commercial development along Coon Rapids Boulevard.

Port Evergreen. Areas along Coon Rapids Boulevard generally between Foley Boulevard and Highway 47 have experienced a fair amount of redevelopment in recent years. While some commercial development exists in this area, it is envisioned that offices will continue to be the predominant land use in the future, with vacant and underutilized parcels redeveloping as such. Some supporting commercial uses, such as restaurants and hotels, are also planned along Coon Rapids Boulevard with neighborhood or convenience commercial uses near its intersection with Foley Boulevard. The single-family neighborhood north of Coon Rapids Boulevard and south of Highway 610 is slated for eventual redevelopment with office uses. The City should update the Master Plan for Port Evergreen to show the future street network through this area.

Port Wellness. While the area between Round Lake Boulevard and the west City limits, near Mercy Hospital, is generally a viable office and commercial district, several opportunities exist for redevelopment. Primarily office and institutional uses are planned for both sides of Coon Rapids Boulevard to accommodate future expansions of the hospital and additional medical office development. Some commercial development is planned for the northwest corner of Coon Rapids and Round Lake Boulevards, on the former Carlson Toyota site. The City should consider expanding the PORT boundaries to include several properties east of Round Lake Boulevard, guiding areas fronting Coon Rapids Boulevard for commercial mixed-use development and areas to the north for residential mixed-use. The former McKay auto dealership and Frank's Nursery sites have several vacancies and could redevelop in the near future, while other areas will probably not experience redevelopment for some time.

WCCO Tower Site. If this facility is ever vacated, moderate density residential development is planned close to Coon Rapids Boulevard and low density residential development is planned for the northern portion of the site with street connections to the existing neighborhood to the north and east.

City Council Regular **19.**

Meeting Date: 05/07/2013

Subject: Authorization to Schedule Parks and Trail Referendum and Authorize Budget Appropriation for Referendum Expenses

Submitted For: Steve Gatlin, City Manager

From: Cher Ridout, Admin Secretary II

INTRODUCTION

At the April 24, 2013 Council work session, Council discussed the results of the survey conducted by Decision Resources to gauge support for a parks and trail referendum. Following a lengthy discussion of the survey results, consensus of the Council was to move forward with the referendum in the fall of 2013. It is appropriate at this time to formally approve the referendum election, set the date, and appropriate funding for referendum related expenses.

DISCUSSION

On April 24, 2013 the Council agreed to move forward with the referendum to allow the public to vote on the proposed improvements to the parks, open space and trail system. The referendum would be scheduled for Tuesday, November 5, 2013. On May 6, 2013, a subcommittee of two Councilmembers, two Parks and Recreation Commission members, and staff will discuss a modified budget and list of projects for the referendum. The recommendation of that subcommittee will be reviewed by the Parks and Recreation Commission and City Council at a joint work session at 6:30 p.m. on May 6. The City Council may wish to consider the budget as part of this discussion for the referendum at the May 7 Council meeting.

Staff is recommending that the budget be reduced by 20% to a figure of approximately $17.2M. Alternate funding sources are recommended for the sidewalk gap portion of the program and the neighborhood park renovation projects for neighborhood parks rated medium or low priority in the Parks, Open Space and Trail System Master Plan.

To provide support information for the referendum, it is necessary to provide preliminary concept designs for each of the proposed park improvement projects. These will be very preliminary "concept level" drawings and will be available to provide information to the public about the various proposed park improvements. In addition, it will be necessary to produce informational brochures and mailings for the referendum. These will be separate from the grassroots "Vote Yes" type mailings but will simply be descriptive information provided by the City to advise the public of what kinds of improvements are proposed for which parks.

RECOMMENDATION

Staff recommends Council take the following action:

a. Authorize the referendum for parks, open space and trail system improvements and set the referendum date for the regular election date of November 5, 2013.

b. Appropriate $50,000 from the Park Improvement Fund (794) to fund concept drawings for proposed park improvements and provide informational and publication support for the referendum.

Fiscal Impact

BUDGET IMPACT:

The proposed referendum budget will be discussed by Council and the Parks and Recreation Commission on May 6. Council may wish to consider taking action to approve the budget on May 7 or delay consideration until the May 21 Council meeting. The 2013 Park Improvement Fund budget, Fund 794 contains $100,000 for miscellaneous park improvements. It is proposed to appropriate $50,000 of this amount to fund the preparation of preliminary plans for park improvements and provide funding for production of informational brochures and mailings.

City Council Regular **20.**

Meeting Date: 05/07/2013

Subject: Introduce Ordinances and Adopt Resolutions Restricting Parking on Round Lake Boulevard and Coon Rapids Boulevard

Submitted For: Bob Moberg, City Engineer

From: Cher Ridout, Admin Secretary II

INTRODUCTION

Anoka County is proposing reconstruction of the intersection of Round Lake Boulevard and Coon Rapids Boulevard, as well as at the intersection of Coon Rapids Boulevard and 100th Lane (see attached letter). As part of both projects, the City is required to impose parking restrictions on Coon Rapids Boulevard at the two intersections and on Round Lake Boulevard between Coon Rapids Boulevard and 115th Avenue. Council is requested to introduce two ordinances and adopt the corresponding resolutions implementing the parking restrictions.

DISCUSSION

On March 5, 2013, City Council approved construction plans for a median closure at the intersection of Coon Rapids Boulevard and 100th Lane. On April 16, 2013, a Joint Powers Agreement between Anoka County and the City of Coon Rapids for work at the intersection of Coon Rapids Boulevard and Round Lake Boulevard was approved by City Council.

Coon Rapids Boulevard has "Bus Only" shoulders in both directions between Round Lake Boulevard and East River Road. For the westbound direction, "No Parking" signs are in place between Hummingbird Street and 9th Avenue. For the eastbound direction, "No Parking" signs are in place between 9th Avenue and Hanson Boulevard. Although parking on Coon Rapids Boulevard has been prohibited for many years, a search of available documents indicates there are no ordinances in place that specifically address the issue of parking restrictions. Therefore, staff recommends introduction of an ordinance and approval of a resolution that prohibits parking on both sides of Coon Rapids Boulevard within City limits.

Round Lake Boulevard south of Coon Rapids Boulevard currently has parking on both sides of the street. The corridor abuts two office buildings, several duplexes, and some single family homes. In order to accommodate the proposed intersection improvements at Coon Rapids Boulevard (a dedicated left turn lane and a combination thru lane/right turn lane for northbound movements), parking must be prohibited on both sides of Round Lake Boulevard between Coon Rapids Boulevard and 115th Avenue. Therefore, staff recommends introduction of an ordinance and approval of a resolution that prohibits parking on both sides of Round Lake Boulevard between 115th Avenue and Coon Rapids Boulevard. A mailing will be sent to adjacent property owners notifying them of the ordinance introduction and making them aware that parking restrictions on this segment of Round Lake Boulevard will be considered for adoption on the May 21, 2013, City Council agenda.

RECOMMENDATION

It is recommended that Council introduce the ordinance restricting parking on Coon Rapids Boulevard from the westerly City boundary at 9th Avenue to the easterly City boundary east of Trunk Highway 47 and adopt the corresponding resolution.

It is also recommended that Council introduce the ordinance restricting parking on Round Lake Boulevard from Coon Rapids Boulevard to 115th Avenue and adopt the corresponding resolution.

Attachments

Anoka County Letter & Plan Sheets

Coon Rapids Blvd Ordinance

Coon Rapids Blvd Resolution

Round Lake Blvd Ordinance

Round Lake Blvd Resolution

COUNTY OF ANOKA

Public Services Division
HIGHWAY DEPARTMENT
1440 BUNKER LAKE BLVD. N.W., ANDOVER, MINNESOTA 55304-4005
(763) 862-4200 FAX (763) 862-4201

"Our passion is your safe way home."

Bob Moberg
City of Coon Rapids
11155 Robinson Dr. NW
Coon Rapids, MN 55433

April 29, 2013

Re: No Parking Resolutions Needed for Upcoming Reconstruction Projects -
CSAH 1/Coon Rapids Boulevard at Round Lake Blvd
CSAH 1 (Coon Rapids Boulevard) at 100th Lane NW

Dear Bob,

As we have discussed, No Parking Resolutions are needed to process the project plans through MnDOT State Aid and Federal Aid for the following two upcoming reconstruction projects:

1. SP 002-601-046 (City Project SP 114-121-010) CSAH 1/Coon Rapids Boulevard at Round Lake Boulevard;
2. SP 002-601-045 CSAH 1 at 100th Lane NW.

Please see the attached PDFs of the Title Sheets for both projects for additional detail on the project limits, and feel free to contact me or any of the Project Engineers below if you have any questions. Thanks in advance for your assistance in regards to this project.

Sincerely,

Jane Rose
Traffic Engineering Manager

cc: Gina Pizzo, Design Engineering Supervisor
Elizabeth Markose, Engineer II
Dan Frey, Engineer II

MINNESOTA DEPARTMENT OF TRANSPORTATION
ANOKA COUNTY

CONSTRUCTION PLAN FOR SIGNAL SYSTEM , SIDEWALK AND MEDIAN RECONSTRUCTION, MILL & OVERLAY AND STRIPING

LOCATED ON CSAH 1 BETWEEN 475 FT WEST AND 450 FT EAST OF ROUND LAKE BLVD NW

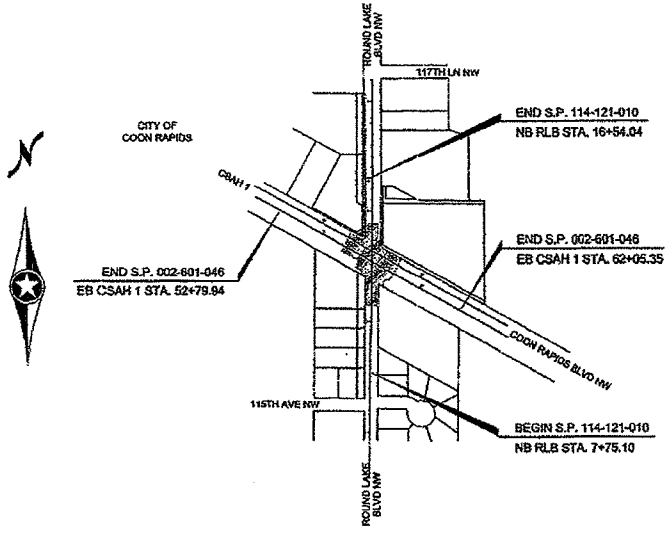
LOCATED ON ROUND LAKE BLVD NW BETWEEN 525 FT SOUTH AND 350 FT NORTH OF CSAH 1

STATE PROJ. NO. 002-601-046 — CSAH 1

GROSS LENGTH	925.41	FEET	0.175	MILES
BRIDGES-LENGTH	0.00	FEET	0.000	MILES
EXCEPTIONS-LENGTH	0.00	FEET	0.000	MILES
NET LENGTH	925.41	FEET	0.175	MILES

STATE PROJ. NO. 114-121-010 — ROUND LAKE BLVD NW

GROSS LENGTH	878.94	FEET	0.166	MILES
BRIDGES-LENGTH	0.00	FEET	0.000	MILES
EXCEPTIONS-LENGTH	105.02	FEET	0.020	MILES
NET LENGTH	773.92	FEET	0.146	MILES



DESIGN DESIGNATION

R VALUE	NA
ADT (2013)	NA
PROJ. ADT (2033)	NA
PROJ. HCADT (2033)	NA
SOIL FACTOR	NA

NA YON DESIGN

CSAH 1

FUNCTIONAL CLASSIFICATION A MINOR BELIEVER

NO. OF TRAFFIC LANES 4 NO. OF PARKING LANES 0

DESIGN SPEED 50 MPH

ROUND LAKE BLVD

FUNCTIONAL CLASSIFICATION LOCAL COLLECTOR

NO. OF TRAFFIC LANES 2 NO. OF PARKING LANES 0

DESIGN SPEED 30 MPH

STOPPING SIGHT DISTANCE BASED ON:

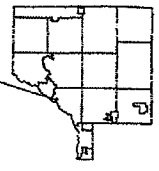
HEIGHT OF EYE 3.5' HEIGHT OF OBJECT 2.0'

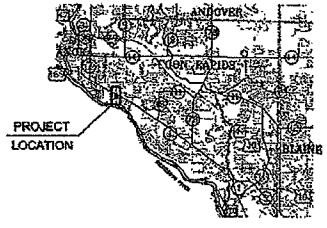
DESIGN SPEED NOT ACHIEVED AT : NA

STA. _____ TO STA. _____ MPH _____

PROJECT LOCATION

CITY OF COON RAPIDS
ANOKA COUNTY
DISTRICT - METRO
SECTION 17
TOWNSHIP 31 N
RANGE 24 W





MINN. PROJ. NO. HSIP 0213 (152)

GOVERNING SPECIFICATIONS

THE 2005 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION THE 2005 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN. ALL TRAFFIC CONTROL DEVICES SHALL CONFORM AND BE INSTALLED IN ACCORDANCE TO THE "MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" (MN/MUTCD), AND PART VI, "FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS."

INDEX

1	TITLE SHEET
2 - 3	STATEMENT OF ESTIMATED QUANTITIES/STANDARD PLATES/INDEX OF TABULATION
4 - 7	TABULATION CHARTS
8	TYPICAL SECTIONS
9 - 13	PEDESTRIAN CURB RAMP DETAILS
14	TEMPORARY SEDIMENT CONTROL
15 - 21	CONSTRUCTION STAGING & TRAFFIC CONTROL
22 - 23	EXISTING SIGNING & STRIPING PLAN
24	ALIGNMENT TABULATION AND PLAN
25	REMOVAL AND CONSTRUCTION PLAN
26	INTERSECTION DETAILS
27 - 33	PERMANENT SIGNING & STRIPING PLAN, TABS
34 - 48	TRAFFIC SIGNAL PLAN

THIS PLAN CONTAINS 48 SHEETS

APPROVED _____ ANOKA COUNTY ENGINEER DATE 4/12/13

APPROVED _____ CITY OF COON RAPIDS ENGINEER DATE

DISTRICT STATE AID ENGINEER: REVIEWED FOR COMPLIANCE WITH STATE AND FEDERAL AID RULES/POLICY DATE

STATE AID ENGINEER: APPROVED FOR STATE AND/OR FEDERAL AID FUNDING DATE

PLAN SYMBOLS

COUNTY LINE
TOWNSHIP OR RANGE LINE
SECTION LINE
QUARTER LINE
SIXTEENTH LINE
RIGHT OF WAY LINE
SLOPE EASEMENT
EXISTING RIGHT OF WAY
PROPERTY LINE
CORPORATE OR CITY LIMITS
RETAINING WALL
RAILROAD
RAILROAD RIGHT OF WAY
RIVER OR CREEK
DRAINAGE DITCH
CULVERT
DROP INLET
GUARD RAIL
BARBED WIRE FENCE
WOVEN WIRE FENCE
CHAIN LINK FENCE
WOOD FENCE
STONE WALL OR FENCE
HEDGE
LOWLAND
TIMBER
ORCHARD
BRUSH
NURSERY
CATTLE GUARD
OVERPASS (Highway Over)
UNDERPASS (Highway Under)
BRIDGE
BUILDING (One Story Frame)
F-FRAME C-CONCRETE
R-STONE T-TILE
B-BRICK ST-STUCCO
RAILROAD CROSSING BELL
RAILROAD CROSSING GATE
MANHOLE
CATCH BASIN
FIRE HYDRANT
CAST IRON MONUMENT
IRON PIN
GRAVEL PIT
SAND PIT
BORROW PIT
ROCK QUARRY

UTILITY SYMBOLS

POWER POLE LINE
TELEPHONE OR TELEGRAPH POLE LINE
JOINT TELEPHONE & POWER
ON POWER POLES
ON TELEPHONE POLES
ANCHOR
STEEL TOWER
STREET LIGHT
PEDESTAL (Cable Terminal)
GAS MAIN
WATERMAIN
TELEPHONE CABLE IN CONDUIT
ELECTRIC CABLE IN CONDUIT
TELEPHONE MANHOLE
ELECTRIC MANHOLE
BURIED TELEPHONE CABLE
BURIED ELECTRIC CABLE
SEWER (Sanitary or Storm)
SEWER MANHOLE

SCALES

PLAN 0' 100'
PROFILE HORIZONTAL 0' 100'
VERTICAL 0' 10'
X-SECTIONS HORIZONTAL 0' 10'
VERTICAL 0' 10'
VICINITY MAP 0' 500'

NO	DATE	BY	CKD	APPR	REVISION

NAME: P:\002-601-46\Plan\0260146_TSH.dgn 04/05/2013 2:17:28 PM

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: CURT KOBLARCEK
SIGNATURE: Curt Koblarcek
DATE: 4-12-13 LICENSE NO. 24728

DRAWN BY SJH DATE 04-05-13
DESIGN BY SJH DATE 03-04-13
CHECKED BY CKK DATE 04-05-13

ANOKA COUNTY HIGHWAY DEPT.

SP 002-601-046
SP 114-121-010

TITLE SHEET

Sheet 1 of 48 Sheets

MINNESOTA DEPARTMENT OF TRANSPORTATION
ANOKA COUNTY

CONSTRUCTION PLAN FOR CURB & GUTTER, MEDIAN

LOCATED ON C.S.A.H. 1 BETWEEN EGRET BLVD AND 100TH LANE NW

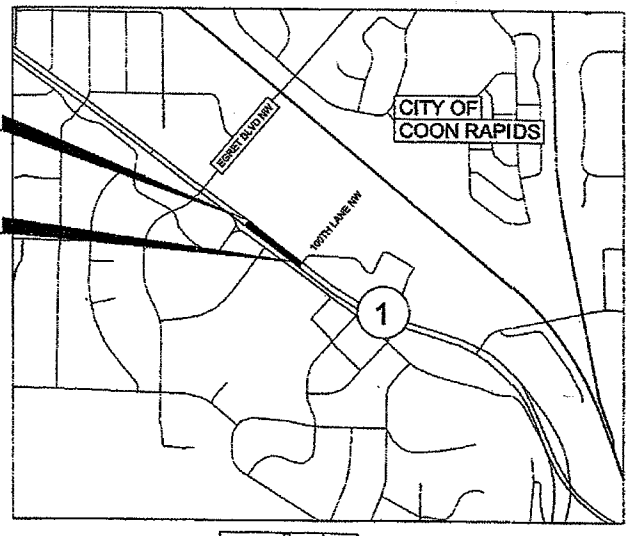
STATE PROJ. NO. 002-601-045

C.S.A.H. 1

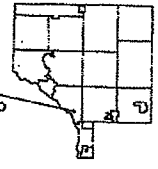
GROSS LENGTH	516.26	FEET	0.098	MILES
BRIDGES-LENGTH	0.00	FEET	0.000	MILES
EXCEPTIONS-LENGTH	0.00	FEET	0.000	MILES
NET LENGTH	516.26	FEET	0.098	MILES

BEGIN S.P. 002-601-045
E.B. C.S.A.H. 1 STA. 103+09.31

END S.P. 002-601-045
E.B. C.S.A.H. 1 STA. 108+25.57



PROJECT LOCATION
CITY OF COON RAPIDS
ANOKA COUNTY
MNDOT TRANSPORTATION DISTRICT - METRO
SECTION 26
TOWNSHIP 31 NORTH
RANGE 24 WEST



PLAN SYMBOLS

COUNTY LINE
TOWNSHIP OR RANGE LINE
SECTION LINE
QUARTER LINE
SIXTEENTH LINE
RIGHT OF WAY LINE
SLOPE EASEMENT
EXISTING RIGHT OF WAY
PROPERTY LINE
CORPORATE OR CITY LIMITS
RETAINING WALL
RAILROAD
RAILROAD RIGHT OF WAY
RIVER OR CREEK
DRAINAGE DITCH
DAYLIGHT
DROP INLET
GUARD RAIL
BARBED WIRE FENCE
WOVEN WIRE FENCE
CHAIN LINK FENCE
WOOD FENCE
STONE WALL OR FENCE
HEDGE
LOWLAND
TIMBER: MARSH, ORCHARD, BRUSH, NURSERY
CATTLE GUARD
OVERPASS (Highway Over)
UNDERPASS (Highway Under)
BRIDGE
BUILDING (One Story Frame) F-FRAME C-CONCRETE S-STONE T-TILE B-BRICK ST-STUCCO
RAILROAD CROSSING BELL
RAILROAD CROSSING GATE
MANHOLE
CATCH BASIN
FIRE HYDRANT
CASTIRON MONUMENT
IRON PIN
GRAVEL PIT
SAND PIT
BORROW PIT
ROCK QUARRY

UTILITY SYMBOLS

POWER POLE LINE
TELEPHONE OR TELEGRAPH POLE LINE
JOINT TELEPHONE & POWER ON POWER POLES
ON TELEPHONE POLES
ANCHOR
STEEL TOWER
STREET LIGHT
PEDESTAL (Cable Terminal)
GAS MAIN
WATERMAIN
TELEPHONE CABLE IN CONDUIT
ELECTRIC CABLE IN CONDUIT
TELEPHONE MANHOLE
ELECTRIC MANHOLE
BURIED TELEPHONE CABLE
BURIED ELECTRIC CABLE
SEWER (Sanitary or Storm)
SEWER MANHOLE

SCALES

PLAN 0' – 100'
PROFILE HORIZONTAL 0' – 100'
VERTICAL 0' – 10'
X-SECTIONS HORIZONTAL 0' – 10'
VERTICAL 0' – 10'
INDEX MAP 0' – 2000'

MINN. PROJ. NO. HSIP 0213 (160)

GOVERNING SPECIFICATIONS

THE 2005 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN. ALL TRAFFIC CONTROL DEVICES SHALL CONFORM AND BE INSTALLED IN ACCORDANCE TO THE "MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" (MNM/UTCD), AND PART VI, "FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS."

INDEX

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	STATEMENT OF ESTIMATED QUANTITIES, SOILS AND CONSTRUCTION NOTES, STANDARD PLATES AND BASIS OF QUANTITIES
3	TABULATIONS AND TYPICAL SECTION
4	EXISTING SIGNING AND STRIPING
5	REMOVAL PLAN
6	CONSTRUCTION PLAN
7 - 12	SIGNING & STRIPING PLAN, TAB, & DETAILS
13 - 15	TRAFFIC CONTROL PLAN AND STAGING QUANTITIES

THIS PLAN CONTAINS 15 SHEETS

DESIGN DESIGNATION

ESAL 20	NA
R VALUE	NA
ADT (2013) =	29034
Proj. ADT (2033) =	43551
Proj. HCADT (2033) =	1898
Soil Factor	NA

NA TON DESIGN

Functional Classification A MINOR ARTERIAL
No. of Traffic Lanes 5 No. of Parking Lanes 0
Design Speed 45 MPH
Based on Stopping Sight Distance N/A
Height of eye 3.5' Height of object 2.0'
Design Speed not achieved at:
STA. ____ TO STA. ____ MPH ____

Approved [signature] 3/19/20 13
ANOKA COUNTY ENGINEER

Approved [signature] 3/19 20 13
CITY OF COON RAPIDS ENGINEER

REVIEWED FOR COMPLIANCE WITH STATE AND FEDERAL AID RULES/POLICY — DISTRICT STATE AID ENGINEER ____ 20____

Approved for State AID/OR FEDERAL AID FUNDING — STATE AID ENGINEER ____ 20____

NO	DATE	BY	CKD	APPR	REVISION

NAME: P:\002-601-45\Plan\002-601-045_TSH.dgn 03/15/2013 3:11:07 PM

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
PRINT NAME: CURT A. KOBLAROSKI
SIGNATURE: [signature]
DATE: 3-18-13 LICENSE NO. 24756

DRAWN BY DFF DATE 11-26-12
DESIGN BY DFF DATE 11-26-12
CHECKED BY CAK DATE 01-26-13

ANOKA COUNTY HIGHWAY DEPT.

S.P. 002-601-045

TITLE SHEET

Sheet 1 of 15 Sheets

ORDINANCE NO.

AN ORDINANCE RESTRICTING PARKING ON BOTH SIDES OF COON RAPIDS BOULEVARD FROM 9TH AVENUE NW TO THE EASTERLY CITY BOUNDARY

The City of Coon Rapids does ordain:

Section 1. There is hereby established a parking restriction on both sides of Coon Rapids Boulevard from 9th Avenue NW to the easterly City boundary east of Trunk Highway 47.

Section 2. The Public Works Director is authorized and directed to install appropriate signs to effectuate the purpose of this ordinance.

Introduced on the 7th day of May, 2013.

Adopted on the _____ day of _____, 2013.

_____
Tim Howe, Mayor

ATTEST:

_____
Catherine M. Sorensen, City Clerk

RESOLUTION NO. 13-61

A RESOLUTION RELATING TO PARKING RESTRICTIONS ON COON RAPIDS BOULEVARD FROM 9TH AVENUE NW TO THE EASTERLY CITY BOUNDARY

WHEREAS, this resolution was passed this 7th day of May, 2013, by the City of Coon Rapids (hereinafter "City") in Anoka County, Minnesota; and

WHEREAS, Anoka County and the City have planned the intersection improvement of Coon Rapids Boulevard, County State Aid Highway No. 1, at Round Lake Boulevard NW, in the City of Coon Rapids, Minnesota; and

WHEREAS, the City will be expending Municipal State Aid Funds on the improvement of this intersection and the County of Anoka will be expending Federal Aid funds; and

WHEREAS, this improvement does not provide adequate width for parking on both sides of Coon Rapids Boulevard at Round Lake Boulevard, and approval of the proposed construction as a County State Aid Highway project must, therefore, be conditioned upon certain parking restrictions; and

WHEREAS, Coon Rapids Boulevard has paved shoulders between Round Lake Boulevard and East River Road that are utilized for bus traffic only during peak travel times, requiring the prohibition of parking; and

WHEREAS, Coon Rapids Boulevard has posted speed limits up to 50 mph making on-street parking dangerous for vehicle traffic.

NOW, THEREFORE, BE IT RESOLVED by the City Council for the City of Coon Rapids, Minnesota that parking of motor vehicles shall be banned on both sides of Coon Rapids Boulevard from 9th Avenue NW to the easterly City boundary east of Trunk Highway 47.

Adopted this 7th day of May, 2013.

_____
Tim Howe, Mayor

ATTEST:

_____
Catherine M. Sorensen, City Clerk

ORDINANCE NO.

AN ORDINANCE RESTRICTING PARKING ON BOTH SIDES OF ROUND LAKE BOULEVARD NW FROM 115TH AVENUE NW TO COON RAPIDS BOULEVARD

The City of Coon Rapids does ordain:

Section 1. There is hereby established a parking restriction on both sides of Round Lake Boulevard NW from 115th Avenue NW to Coon Rapids Boulevard.

Section 2. The Public Works Director is authorized and directed to install appropriate signs to effectuate the purpose of this ordinance.

Introduced on the 7th day of May, 2013.

Adopted on the _____ day of _____, 2013.

_____
Tim Howe, Mayor

ATTEST:

_____
Catherine M. Sorensen, City Clerk

RESOLUTION NO. 13-60

A RESOLUTION RELATING TO PARKING RESTRICTIONS ON ROUND LAKE BOULEVARD NW FROM 115TH AVENUE NW TO COON RAPIDS BOULEVARD

WHEREAS, this resolution was passed this 7th day of May, 2013, by the City of Coon Rapids (hereinafter "City") in Anoka County, Minnesota; and

WHEREAS, Anoka County and the City have planned the intersection improvement of Coon Rapids Boulevard, County State Aid Highway No. 1, at Round Lake Boulevard NW, in the City of Coon Rapids, Minnesota; and

WHEREAS, the City will be expending Municipal State Aid funds on the improvement of this intersection and the County of Anoka will be expending Federal Aid funds; and

WHEREAS, this improvement does not provide adequate width for parking on both sides of Round Lake Boulevard between 115th Avenue NW and Coon Rapids Boulevard, and approval of the proposed construction as a County State Aid Highway project must, therefore, be conditioned upon certain parking restrictions.

NOW, THEREFORE, BE IT RESOLVED by the City Council for the City of Coon Rapids, Minnesota that parking of motor vehicles shall be banned on both sides of Round Lake Boulevard NW from 115th Avenue NW to Coon Rapids Boulevard.

Adopted this 7th day of May, 2013.

_____
Tim Howe, Mayor

ATTEST:

_____
Catherine M. Sorensen, City Clerk