

ELKO NEW MARKET - PLANNING COMMISSION MEETING

PC Members: Steve Thompson , Brad Smith, Heather Vetter, Nicole Kruckman, Kent Hartzler, and Harry Anderson
City Staff: City Planner Bob Kirmis, Community Development Specialist Renee Christianson and City Engineer Rich Revering



AGENDA

THURSDAY, DECEMBER 5, 2017 @ 7:00 PM
COUNCIL CHAMBERS – NEW MARKET AREA HALL
601 MAIN STREET, PO BOX 99, ELKO NEW MARKET, MN 55020

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF AGENDA**
Consider Approval of the Agenda
- 4. PUBLIC COMMENT** (public opportunity to comment on items not listed on the agenda)
- 5. ANNOUNCEMENTS**
- 6. APPROVAL OF MINUTES**
Consider Approval of the following:
 - A. November 2, 2017 Meeting Minutes
- 7. PUBLIC HEARINGS**
 - A. None
- 8. GENERAL BUSINESS**
 - A. Comprehensive Plan, Review of Draft Land Use Plan Chapter
 - B. ATV & Golf Cart Discussion
 - C. Food Truck Regulations and Discussion
 - D. Small Cell Tower Discussion
- 9. MISCELLANEOUS**
 - A. Grant Award – West Interchange Area AUAR
 - B. City Staff/Consultant Business Updates & Reports
 - C. Planning Commission Terms and Expectations
 - D. Planning Commission Questions & Comments
- 10. ADJOURNMENT**

BOARD NOTICE:

TO DETERMINE IF A QUORUM WILL BE PRESENT, PLEASE CONTACT ELKO NEW MARKET AREA HALL AT 952-461-2777
IF YOU ARE UNABLE TO ATTEND

PUBLIC NOTICE:

ANYONE SPEAKING TO THE BOARD SHALL STATE THEIR NAME AND ADDRESS FOR THE RECORD

**MINUTES
CITY OF ELKO NEW MARKET
PLANNING COMMISSION MEETING
November 2, 2017
7:00 PM**

1. CALL TO ORDER

Chairman Thompson called the meeting of the Elko New Market Planning Commission to order at 7:02 p.m.

Commission members present: Thompson, Smith, Kruckman and Vetter

Members absent and excused: Hartzler and ex-officio member Anderson

Staff Present: City Administrator Terry, City Planner Kirmis and City Engineer Revering

2. PLEDGE OF ALLEGIANCE

Chairman Thompson led the Planning Commission in the Pledge of Allegiance.

3. APPROVAL OF AGENDA

City Administrator Terry advised the Planning Commission that one additional item has been added to the agenda. Terry noted that Item 9.C should be added which relates to the City's all-terrain vehicle (ATV) regulations. A motion was made by Smith and seconded by Vetter to approve the agenda with the addition of Item 9.C as stated by City Administrator Terry. Vote for: Thompson, Smith, Kruckman and Vetter. Against: None. Abstained: None. Motion carried: (4-0).

4. PUBLIC COMMENT

There were no public comments.

5. ANNOUNCEMENTS

There were no announcements.

6. APPROVAL OF MINUTES

A motion was made by Thompson and seconded by Smith to approve the minutes of the October 2, 2017 Planning Commission meeting as written. Vote for: Thompson, Smith, Kruckman and Vetter. Against: None. Abstained: None. Motion carried: (4-0).

7. PUBLIC HEARINGS

A. Frasson Variance Request

City Administrator Terry advised the Planning Commission that, as a result of Community Development Specialist Renee Christianson meeting absence, he will present the Staff report for the Frasson variance request. Terry explained that the Frassons wish to expand the size

of their attached two-stall garage located at 230 St. Mary Street. Terry noted that the applicant's intention is to provide additional indoor storage for their vehicles. To accommodate the proposal, it was noted that the following approvals are required:

1. Variance from 30-foot rear yard setback requirement in R-2, Urban (Small Lot) Single Family Residential zoning districts; a 5.7-foot setback has been proposed.
2. Variance from maximum 1,000 square foot area requirement for attached garages; a garage measuring 1,008 square feet in size has been proposed.

City Administrator Terry highlighted the following items as addressed in detail within Christianson's memorandum dated November 2, 2017:

- Neighborhood conditions
- Applicable R-2 District setback requirements
- Nonconforming structure conditions
- Variance evaluation criteria
- Various plan alternatives

Terry concluded his presentation by stating that Staff finds the proposed rear yard setback to be excessive and therefore cannot recommend approval. Terry did however, note that Staff supports an alternative garage expansion plan as presented in the Staff memorandum as "Option C" with the following conditions imposed:

- 1) The garage addition shall be designed to match the façade of the existing home.
- 2) The roof pitch on the proposed garage addition shall match the roof pitch of the existing home.
- 3) In the event that Option C is supported by the Planning Commission, brick wainscoting shall be provided on the north facing building elevation which matches the existing finish on the home.
- 4) The garage shall not be used for home occupation purposes except as allowed by City Code.

Terry also noted that Staff does not support the variance request to allow the garage to exceed 1,000 square feet in size.

Following City Administrator Terry's presentation, Chairman Thompson opened the public hearing at 7:18 p.m.

Comments received at the public hearing were limited to comments received from Bernie Mahowald, who represented the property owner. Mr. Mahowald stated that the property owner generally supports "Option C" as provided in the Staff memorandum except that he prefers a 10-foot building expansion into the rear yard rather than an expansion of eight feet (as depicted on "Option C"). Mr. Mahowald also conveyed the property owner's intention

to comply with the City's maximum 1,000 square foot floor area requirement applied to attached garages.

Following the received public testimony, a motion was made by Thompson and seconded by Kruckman to close the public hearing at 7:23 pm. Vote for: Thompson, Smith, Kruckman and Vetter. Against: None. Abstained: None. Motion carried: (4-0).

The Planning Commission voiced support for the proposal presented by Mr. Mahowald ("Option C" as provided in the Staff memorandum with an increase in the rear yard expansion from eight to 10 feet).

Following the Planning Commission discussion, a motion was made by Smith and seconded by Vetter to recommend approval of a variance from the 30-foot rear yard setback imposed in R-2, Urban (Small Lot) Single Family Residential zoning districts, with the following findings:

- 1) The variance is consistent with the Comprehensive Plan in that the property will continue to be used for low density/single-family residential purposes.
- 2) The variance is in harmony with the general purposes of the Zoning Ordinance. The property will continue to be used for single-family residential purposes with an attached garage, which is a permitted use of the property in the R-2 zoning district.
- 3) Granting the variance is not based on economic considerations. There is no alternative location on the property to add onto the existing garage or to construct a detached garage.
- 4) The dimensions of the property are unique in that the lot is only 85' in depth, which is smaller than a typically residential lot. The lot was created prior to adoption of zoning regulations within the City.
- 5) Granting the variance will not alter the essential character of the neighborhood. A street view of the property will continue to show a rambler home with attached two car garage which is consistent with neighboring properties.
- 6) The practical difficulty existing on the property is a deficiency of attached garage space. The property owner is proposing a garage addition containing a depth of 18' which is typically the minimum depth required to park a vehicle.

And subject to the following conditions:

- 1) The submitted site plan shall be modified to be consistent with "Option C" (as provided in the Community Development Specialist's staff report dated November 2, 2017) except that a rear yard building expansion of 10 feet, rather than eight feet, shall be allowed.

- 2) The total floor area of the attached garage shall not exceed 1,000 square feet.
- 3) The garage addition shall be designed to match the façade of the existing home.
- 4) The roof pitch on the proposed garage addition shall match the roof pitch of the existing home.
- 5) Brick wainscoting shall be provided on the north facing building elevation which matches the existing finish on the home.
- 6) The garage shall not be used for home occupation purposes except as allowed by City Code.

Vote for: Thompson, Smith, Kruckman and Vetter. Against: None. Abstained: None.
Motion carried: (4-0).

8. GENERAL BUSINESS

A. Commercial Vehicle Amendment / Marek's Towing Request

Chairman Thompson asked City Administrator Terry to present Community Development Specialist Renee Christianson's memorandum dated November 2, 2017 related to the City's commercial vehicle parking regulations. Terry explained that, as a follow-up to previous Planning Commission discussion, Staff has provided a variety of information related to the regulation of commercial vehicle parking in residential zoning districts.

City Administrator Terry summarized the City's existing commercial vehicle parking regulations, noting that the parking of both Class I vehicles (those weighing more than 18,000 pounds) and Class II vehicles (those weighing not more than 18,000 pounds) are currently prohibited in residential zoning districts.

Terry noted that, in previous discussion, the Planning Commission suggested that the Ordinance be changed to allow the parking of two Class II vehicles in residential zoning districts but continue the prohibition of Class I vehicle parking in such districts.

Terry summarized Christianson's research related to commercial vehicle parking requirements in various neighboring cities. Specifically, regulations imposed by the Cities of Shakopee, Savage, Prior Lake, Jordan, Belle Plaine, New Prague, Lonsdale and Lakeville were highlighted. It was concluded that the City of Elko New Market's commercial vehicle parking requirements that are being proposed by staff are generally more lenient than those of neighboring communities.

Terry also made note of a recent request of Marek Towing to allow the parking of a tow truck (a Class I vehicle, by definition) in residential districts based on the rationale that such vehicle would serve an emergency response purpose and that parking in residential districts would improve emergency response times.

Following Mr. Terry's presentation, Commissioner Thompson invited comments from the general public. In response, the following comments were received:

Chris Marek - 26698 Woodcrest Circle. Mr. Marek, on behalf of Marek's Towing and Repair, voiced support for an Ordinance amendment which would make an allowance for the parking of Class 1 commercial vehicles in residential zoning districts.

Mr. Marek explained that he specifically supports an amendment which makes an allowance for "flatbed" tow trucks (which provide an emergency service) to be parked in residentially zoned areas of the City. Mr. Marek stated that parking of such vehicles at the driver's home would improve emergency response times.

Gene Meyer - 71 West Louis Street. Mr. Meyer expressed his opposition to an amendment which would make an allowance for the parking of large (Class I) commercial vehicles in residential zoning districts. He also expressed his belief that that alternative parking areas for such vehicles exist in the area.

Dennis Green - 51 West Louis Street. Mr. Green informed the Planning Commission that he lives near Mr. Marek and that the parking of large (Class I) commercial vehicles on Mr. Marek's property has been an ongoing problem. Mr. Green specifically cited ongoing vehicle noise as a problem which often impacts his sleep. Mr. Green also raised concern that the allowance of commercial vehicle parking in residential districts would negatively impact property appearance and values in the City.

Following the received public comments, the Planning Commission recommended the following:

1. No exception be made in the Ordinance for the parking of large tow trucks (Class 1) in residential zoning districts.
2. Staff prepare an Ordinance amendment which makes an allowance for the parking of Class II commercial vehicles in residential zoning districts and that a public hearing to consider such an amendment be scheduled.

B. Comprehensive Plan - Land Use Plan

Chairman Thompson asked Planner Bob Kirmis to present his memorandum dated October 5, 2017 related to the 2040 Land Use Plan. Kirmis explained that City Staff has prepared a draft Land Use Plan for review and feedback by the Planning Commission.

Kirmis stated that the draft 2040 Land Use Plan map is intended to convey development expectations through the year 2040 and that such map will ultimately be supported by a descriptive narrative in the Plan text.

Kirmis also addressed the following items as provided in his memorandum:

- Metropolitan Council planning directives.
- The City’s growth concept (2040 and Ultimate Land Use Plans).
- The present “Mixed Use” land use designation (per 2030 Plan) and its proposed elimination in the 2040 Plan.
- County zoning applied to unincorporated areas within 2030 MUSA
- 2040 Land Use Plan category descriptions.

Kirmis and City Administrator Terry highlighted the proposed changes from the 2030 Land Use Plan and explained the rationale for such changes.

Following the Staff presentation, the Planning Commission offered the following comments related to the draft 2040 Land Use Plan:

- Recognizing that changes to the Plan can be made in the future, the Commission was generally supportive of the draft 2040 Land Use Plan as presented.
- It was noted that the construction of a new County Road 86 / Interstate 35 interchange (at some future point) could significantly impact the City’s land use planning efforts and the specifically the City’s Land Use Plan.
- It was suggested that the draft Land Use Plan be modified to depict the Eagle View Elementary School as a “public” use.

Chairman Thompson then invited comments/questions from the general public which included the following:

Dale DeGross - 1016 144th Street East (Burnsville). Mr. DeGross raised questions related to future street access to his property located south of County Road 2 and east of France Avenue.

John Parker - Coldwell Banker. Representing the DeGross property, Mr. Parker raised question regarding the long-term use of the Elko Speedway property.

In response to received Planning Commission input (on the draft 2040 Land Use Plan), Planner Kirmis advised the Commission that the Plan will be refined and considered for more detailed review, along with the draft Land Use Plan text, at the forthcoming December Planning Commission meeting.

9. MISCELLANEOUS

A. City Staff / Consultant Updates. City Administrator Terry advised the Planning Commission that updates on various City projects are provided in Planning Commission meeting packet (in Renee Christianson’s memorandum dated November 2, 2017).

In response to Planning Commission inquiries, more detailed updates on the following projects were provided by City Administrator Terry and City Engineer Revering:

- Crown Cottage
- Christmas Pines
- Pete's Hill residential subdivision
- Barsness Project
- County Road 2/County Road 91 roundabout

B. Planning Commission Questions and Comments. There were no Planning Commission questions and comments.

C. All-Terrain Vehicle (ATV) Regulations. Planning Commissioner Smith raised question regarding City regulations which pertain to the use of ATV's and similar vehicles (i.e. golf carts) in the City. Smith indicated that he feels that the use of such vehicles in the City would be an economical means to run errands.

City Administrator Terry indicated that Staff will investigate the issue and obtain specific input for the Chief of Police.

10. ADJOURNMENT

A motion was made by Smith and seconded by Vetter to adjourn the meeting at 9:11 p.m. Vote for: Thompson, Smith, Kruckman and Vetter. Against: None. Abstained: None. Motion carried: (4-0).

Submitted by:

Thomas Terry
City Administrator



NORTHWEST ASSOCIATED CONSULTANTS, INC.

4150 Olson Memorial Highway, Ste. 320, Golden Valley, MN 55422
Telephone: 763.957.1100 Website: www.nacplanning.com

MEMORANDUM

TO: Elko New Market Planning Commission

FROM: Bob Kirmis / Renee Christianson

DATE: December 5, 2017

RE: Elko New Market - 2040 Comprehensive Plan Update - Land Use Plan

FILE: 290.10

BACKGROUND

At the Planning Commission's November 2, 2017 meeting, a draft version of the 2040 Land Use Plan was submitted for informal review and feedback.

At such meeting, staff highlighted the proposed changes from the 2030 Land Use Plan and explained the rationale for such changes. Recognizing that changes to the Plan can be made in the future, the Planning Commission was generally supportive of the draft 2040 Land Use Plan as presented.

As the Planning Commission is aware, Staff has been engaged in discussions with Adelman property representatives (Appro Development) regarding the development of properties located west of the Interstate 35/ County Road 2 interchange. For obvious reasons, the Adelman's have a keen interest in the guidance of future uses upon their properties.

In response to market demands, the Adelman's wish to devote a substantial amount of their land to light and medium industrial uses (both north and south of County Road 2). Since the November Planning Commission meeting, Planning Staff has met with Adelman property representatives to discuss the draft 2040 Land Use Plan and how it relates to their development aspirations.

At this time, staff is requesting feedback from the Planning Commission on the Adelman land use request/preferences and also a revised Land Use Plan map which has been prepared by City staff.

Attached for reference:

- Exhibit A: Draft 2040 Land Use Plan (dated November 2017)
- Exhibit B: Draft 2040 Land Use Plan Alternative (dated December 2017)
- Exhibit C: Adelman Property Proposed Land Use (dated November 1, 2017)
- Exhibit D: Draft Land Use Plan Chapter (Text)

ISSUES

2040 Land Use Plan Alternative

Adelmann Feedback. The Planning Commission may recall that the draft 2040 Land Use Plan presented at the November Commission included a “Business Park” land use designation. Such designation is intended to be “light industrial” in nature and directs high quality buildings and makes only a minimal allowance for accessory outdoor storage. The Adelmann’s do not believe a “Business Park” land use designation is consistent with the type of development they desire upon their properties.

In this regard, Adelmann property representatives have suggested the following changes to the 2040 Land Use Plan (version presented at the November Commission meeting and attached as Exhibit A):

1. The “Business Park” land use designation title be changed to reference light and medium intensity industrial uses.
2. The description of the light industrial use category applied to the Adelmann property make an allowance for accessory outdoor storage (commonly associated with industrial uses).
3. The amount of land guided for light and medium intensity industrial uses be increased.

Plan Modifications. In response to feedback received from the Adelmann development group, Planning Staff has developed an alternative 2040 Land use Plan which attempts to take into account the development objectives of the Adelmann’s (a response to current market demands) while keeping a long-term land use planning perspective. In this regard, the alternative Land Use Plan represents a “compromise” of sorts. The alternative 2040 Land Use Plan (map) is attached as Exhibit B. The most recent land uses requested by the Adelmann representatives is attached as Exhibit C.

In comparison to the 2040 Land Use Plan distributed at the November Planning Commission meeting, the following changes have been made:

1. The “Business Park” land use designation has been changed to “Business / Limited Industrial Park.” A description of the “Business / Limited Industrial Park” land use category is provided below:

Objective:

This land use category is intended to provide for the establishment of high quality business offices, wholesale showrooms, limited light industrial and light manufacturing, and related uses in an environment which provides a high level of amenities, including landscaping, preservation of natural features, architectural controls, pedestrian trails, and other features. Limited outdoor

storage may be permitted in locations with appropriate buffers from adjacent residential and commercial uses and roadways.

Business / Limited Industrial, often formed as Planned Unit Developments, can serve small professional services in a group setting whereas such uses might otherwise be located in retail centers or in scattered freestanding buildings. Retail activities should only be allowed as an accessory use when it is clearly incidental to the primary use. High design standards should be imposed to ensure compatibility with nearby high density residential housing. Such uses should also provide open space, and opportunities for shared parking when possible. The corresponding zoning designations are presently B6, B7 and PUD.

Development Location Criteria:

- *Locate near existing or planned multi-family residential, commercial or industrial use areas*
- *The B6 lands are generally guided in the southwest quadrant of the I-35 / County Road 2 interchange and provide a buffer between lands guided Commercial and Medium Density Residential.*
- *B7 lands are generally guided in the northwest quadrant of the I-35 / County Road 2 interchange and as a buffer between Commercial and Medium Density Residential lands.*
- *Business / Limited Industrial uses should provide a high level of transition to nearby residential land uses.*
- *Access to major collector or local roadways should be provided.*

Minimum Requirements for Development:

- *High amenity features (site and/or building) which are conducive to “gateway” recognition are strongly encouraged.*
- *Appropriate green space, as established by the Zoning Ordinance, should be provided.*

Typical Uses:

Primary uses are conference centers, professional and administrative offices, wholesale showrooms, automobile repair, open sales lots, indoor commercial recreation, limited light industrial and light manufacturing uses, small assembly and warehousing, limited research and development, and small contractor operations.

The “Business Park” description generally focuses on business offices, wholesale showrooms and related uses with a high level of amenities. Further, such category is intended to generally discourage accessory outdoor storage.

In contrast, the “Business / Limited Industrial Park” category allows additional outdoor sales and limited light industrial and light manufacturing, and uses as shown above.

2. Within the northwest quadrant of the County Road 2/Interstate 35 Interchange, approximately 32 acres of land previously guided for medium density residential use has been devoted to “Business / Limited Industrial Park” use.

3. In the southwest quadrant on the interchange, the amount of land guided for commercial use has been significantly reduced in favor of “Business / Limited Industrial Park” uses.

Commercial Uses. As previously indicated, the draft Land Use Plan alternative represents a “compromise” which recognizes an immediate market for light industrial uses and that a market for commercial uses will likely not exist until such time as the City’s population increases significantly. While a desire for immediate expansion of the City’s tax base is completely understandable, the ultimate commercial needs of the City at full build-out should be recognized and planned for. The full build out of the City will contain lands well beyond the 2040 urban service area boundary and is expected to contain a population between 70,000 and 80,000 persons.

High Density Residential Uses. A limited amount of high density residential uses is depicted upon the draft Land Use Plan. The Policy Plan chapter of the Comprehensive Plan includes several policies related to housing type in the City. A specific policy is included which states that the City shall maintain a balance of housing types and quantities in the City.

Also, to be noted is that the Metropolitan Council directs the City to plan for residential densities for new development to be between 3 and 5 units per acre. The Planning Commission should provide input related to the guidance of future high density residential uses.

Staff is somewhat concerned about the lack of high density residential land use shown on the proposed map, and whether this would be acceptable to the Metropolitan Council. Staff is seeking Planning Commission feedback related to the designation of additional areas which may be devoted to high density residential uses.

2030 Land Use Plan (Text). Attached as Exhibit D is the Land Use Plan chapter of the 2040 Comprehensive Plan. The Land Use Plan chapter includes the following elements:

- Growth Management
- Existing Land Uses
- Future Land Uses
- Land Use Category Descriptions
- Guided Land Use Calculations
- Housing
- Employment

To be noted is that guided land use acreage calculations are incomplete at this time as they relate directly to the land use category configurations which are depicted upon the Land Use Plan map. Once agreement is reached regarding the land use categories

depicted on the Land Use Plan map, specific acreages devoted to various land use categories will be inserted into the text.

Land Use Category Descriptions. The following is a description of the various land use categories referenced on the draft Land Use Plan alternative:

Low Density Residential. Typical uses in this category include single family detached dwellings; other dwelling designs by planned unit development; parks and playgrounds. The average residential density is 3 dwelling units per net acre, with a range of 2 to 4 units a net acre.

Medium Density Residential. Typical uses in this category include two-family dwellings, three-plexes, four-plexes and townhouses/condominiums which do not exceed eight units per building are considered permitted uses in this land use category. Manufactured home parks may also be allowed by conditional use permit. The average residential density is 6 dwelling units per net acre, with a range between 4 and 8 units per net acre.

High Density Residential. Typical uses in this category include multiple family dwelling structures which contain more than eight dwelling units. Manufactured home parks may also be allowed by conditional use permit. Residential densities are greater than 8 units per acre.

Town Center. Town Center projects may include residential, commercial, and institutional developments, but by and large will consist of a mix of multi-family residential and commercial uses. The goal for the Town Center land use category is to maintain average land use distributions of 50 percent attached and multi-family homes, 45 percent commercial uses and 5 percent (existing) single family homes. The average residential density is 8 dwelling units per net acre, with a range between 5 and 10 units per net acre.

Commercial. The commercial land use category is characterized by a wide range of commerce, recreation, and entertainment uses whose trade area is the community, and under certain conditions, the region (e.g. Elko Speedway). An important role of the commercial land use category is to provide a location for goods, services and employment opportunities related to both the continued dependence upon the automobile for high mobility and in the case of the City's Downtown, a walkable commercial center.

Allowed uses in the City's various commercial land use categories can vary greatly and are specifically defined via the application of various commercial zoning districts.

Business / Limited Industrial. This land use category is intended to provide for the establishment of high quality business offices, wholesale showrooms, limited light industrial and light manufacturing, and related uses in an environment which

provides a high level of amenities, including landscaping, preservation of natural features, architectural controls, pedestrian trails, and other features. Limited outdoor storage may be permitted in locations with appropriate buffers from adjacent residential and commercial uses and roadways.

Primary uses are conference centers, professional and administrative offices, wholesale showrooms, automobile repair, open sales lots, indoor commercial recreation, limited light industrial and light manufacturing uses, small assembly and warehousing, limited research and development, and small contractor operations.

Industrial. This land use classification is characterized by industrial uses of varied scale and intensity. Primary uses include business offices, manufacturing, assembly, warehousing, and outdoor sales,

Uses in this category vary in scale and intensity by zoning district.

Park / Public and Semi-Public. This land use classification is characterized by public and semi-public facilities and institutions which provide necessary services to the City and have their own unique set of land use characteristics. Such uses frequently operate on a nonprofit basis rather than the sale of goods and services.

Typical uses in this category include facilities which are ancillary to an urban community including governmental facilities and offices, schools, churches, parks and utility sites.

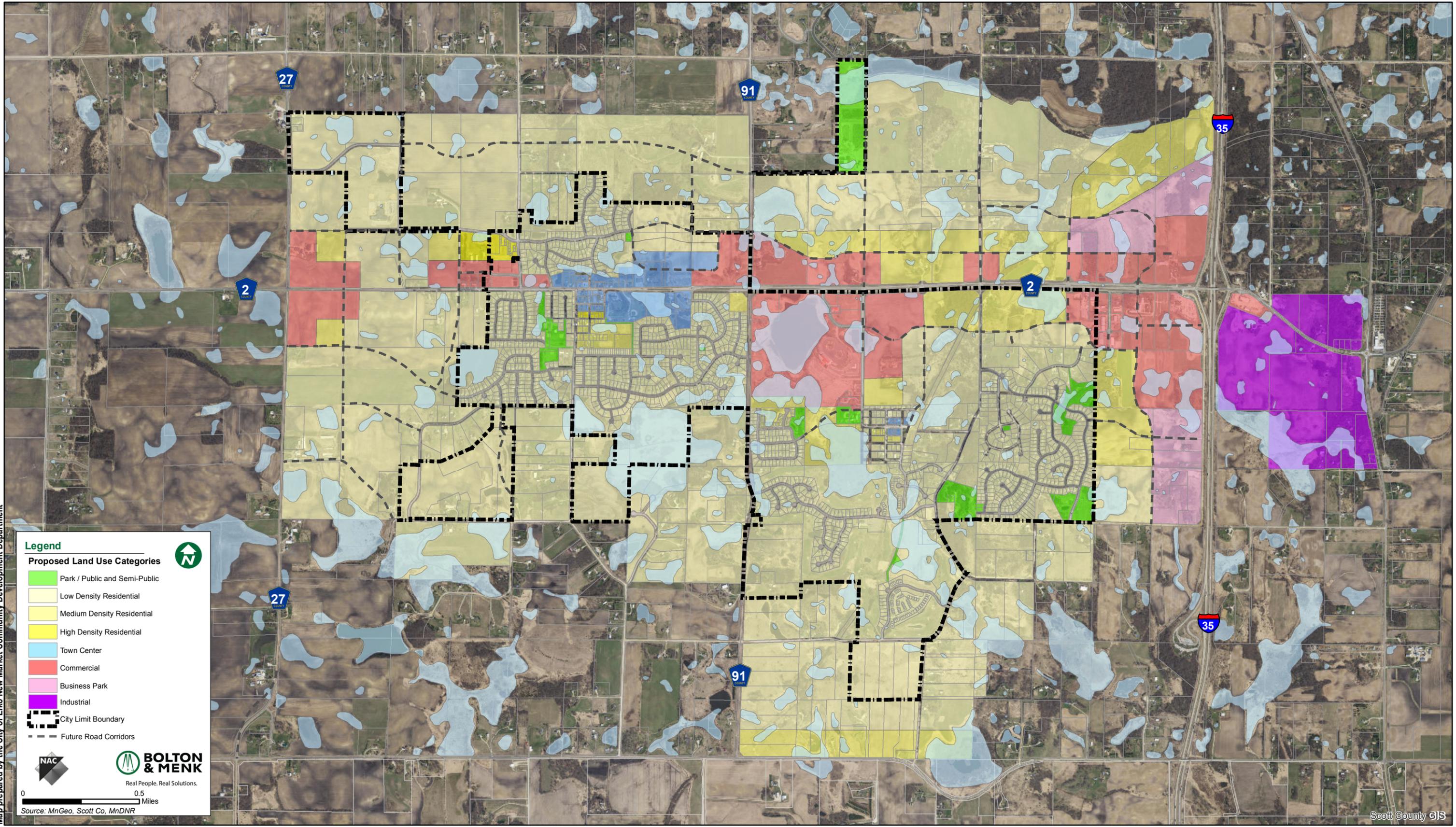
Ultimate Land Use Plan (Post 2040). The Ultimate Land Use Plan is intended to provide a vision of the City of Elko New Market at full development. Recognizing that it will likely take more than 60 years to realize the ultimate build-out of the area, the Ultimate Land Use Plan allows the City and surrounding Townships to plan for expensive, long-term infrastructure, calculate the costs of growth and utilize available resources in a cost-effective manner. It is the intention of this Comprehensive Plan to preserve areas currently outside the City municipal boundaries until such time that public utilities are made available or the area is annexed into the City.

RECOMMENDATION

The Planning Commission is being asked to provide feedback on the draft Land Use Plan alternative and recommend a version of the Land Use Plan map for informal consideration by the City Council.

cc: Tom Terry
Rich Revering

Map prepared by the City of Elko New Market Community Development Department



Legend

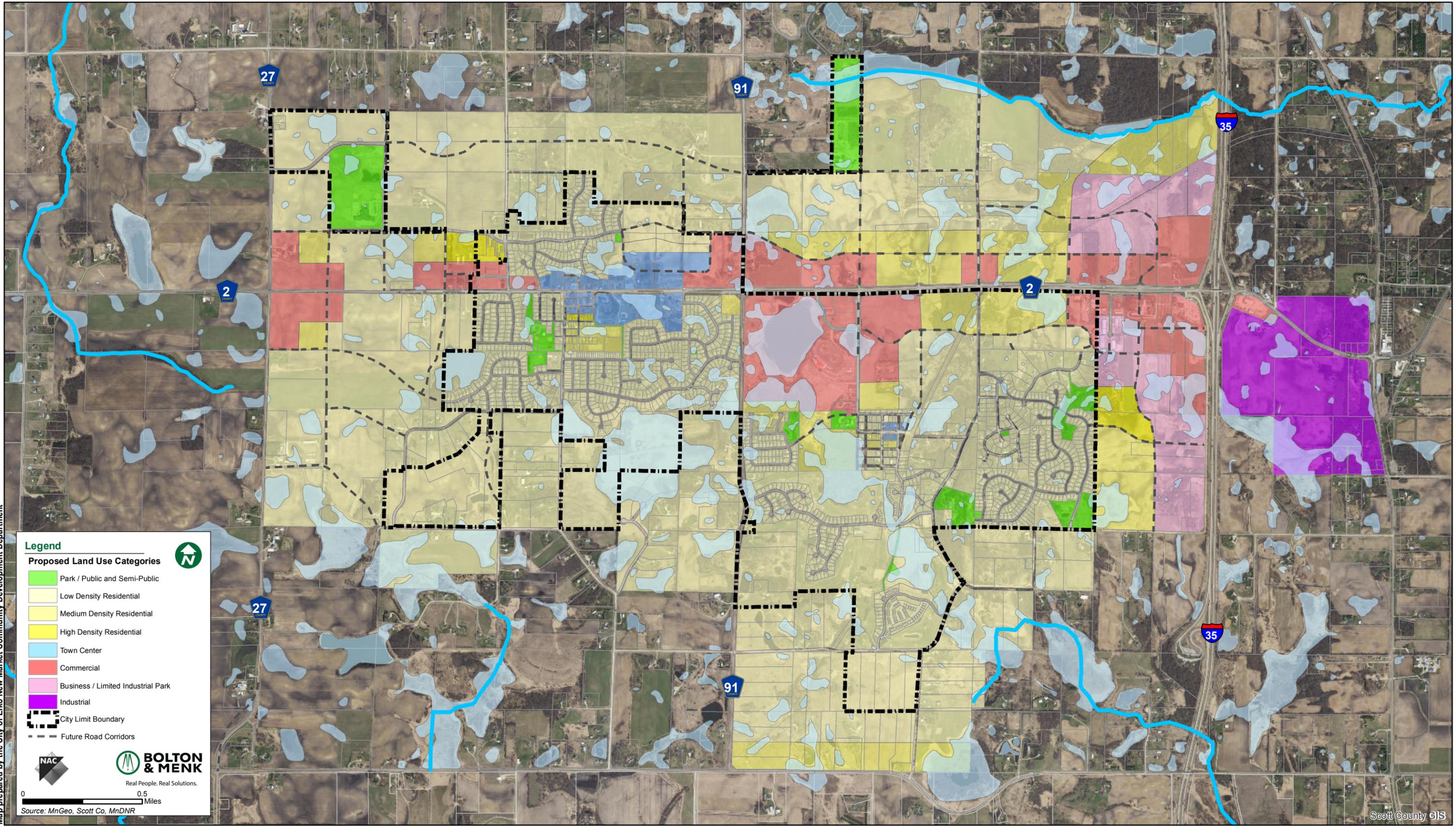
Proposed Land Use Categories

- Park / Public and Semi-Public
- Low Density Residential
- Medium Density Residential
- High Density Residential
- Town Center
- Commercial
- Business Park
- Industrial
- City Limit Boundary
- Future Road Corridors

BOLTON & MENK
Real People. Real Solutions.

0 0.5 Miles

Source: MnGeo, Scott Co, MnDNR



Legend

Proposed Land Use Categories

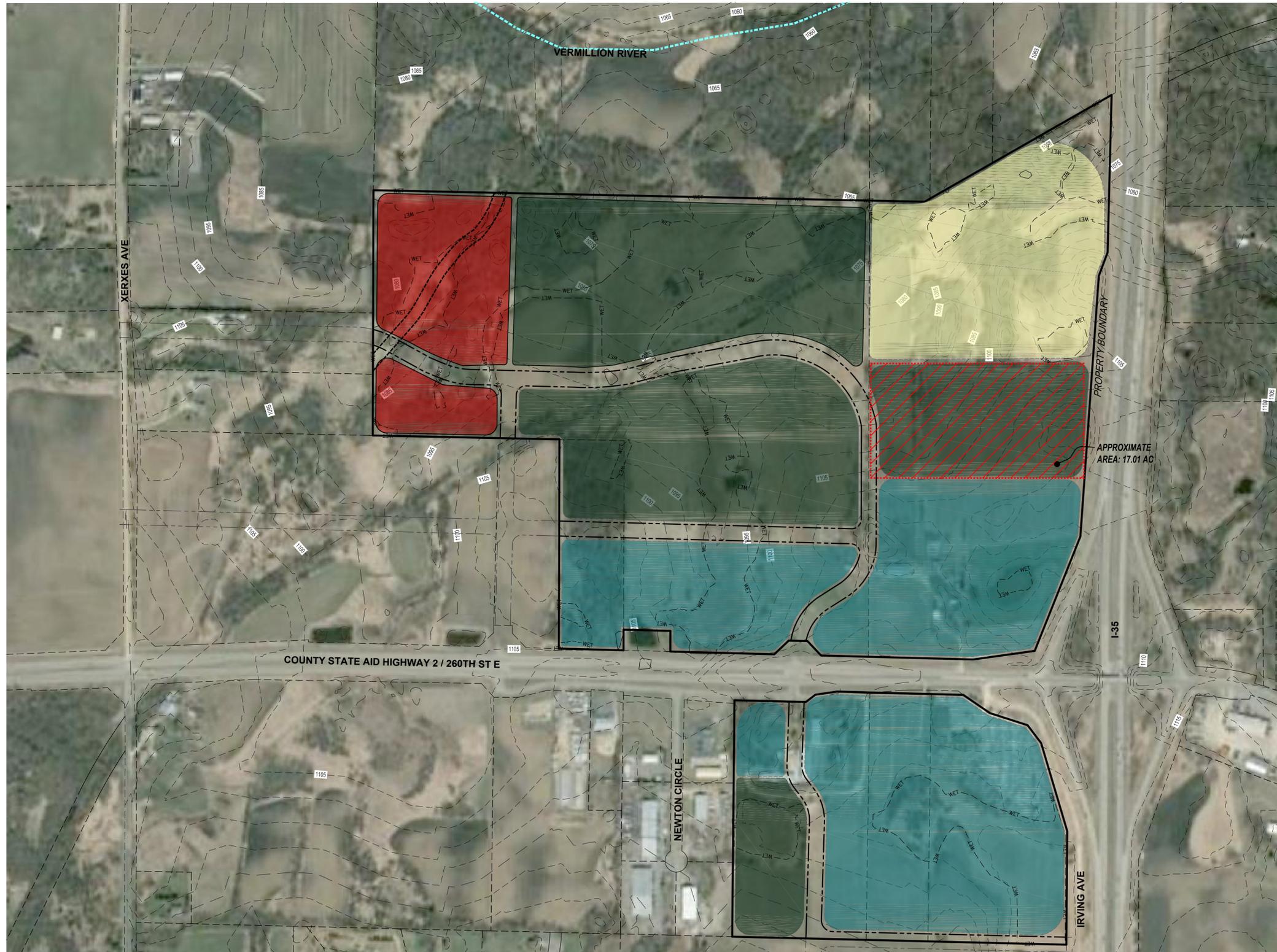
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Real People. Real Solutions.

0 0.5 Miles

Source: MnGeo, Scott Co, MnDNR

Map prepared by the City of Elko New Market Community Development Department



LEGEND	
SYMBOL	DESCRIPTION
	COMMERCIAL
	LIGHT INDUSTRIAL
	MEDIUM INDUSTRIAL
	MEDIUM DENSITY RESIDENTIAL
	WATERWAY CORRIDOR
	PROPERTY BOUNDARY
	EXISTING LOT LINE
	PROPOSED RIGHT OF WAY
	WETLAND BOUNDARY

AREA	
LAND USE	SIZE
COMMERCIAL	82.84 ACRES
LIGHT INDUSTRIAL	93.81 ACRES
MEDIUM INDUSTRIAL	30.58 ACRES
MEDIUM DENSITY RESIDENTIAL	20.44 ACRES

USES				
COMMERCIAL	LIGHT INDUSTRIAL	MEDIUM INDUSTRIAL	MEDIUM DENSITY RESIDENTIAL	
<ul style="list-style-type: none"> Antique or gift shops Appliance stores Art and school supply stores Auto accessory stores Bakery goods sales and baking of goods for the retail sales on the premises Banks (without drive-through facilities) Barbershops Beauty shops Bicycle sales and repair Books, office supply and stationery stores Bowling alleys Brewpubs subject to the same requirements as restaurants without drive-through or drive-up lanes Camera and photographic supply and processing stores Candy, ice cream, popcorn, nuts, frozen dessert and soft drink shop, but not of the drive-in type Carpet, rug and tile stores Clothing Coin and philatelic stores Garden and philatelic stores Commercial recreation Copy service centers, but not including printing press or newspaper Costume and clothes rental stores Delicatessens Department and discount stores Drugstores Dry cleaning and laundry pick-up stations including incidental pressing and repair Dry goods stores Electrical appliance stores, including incidental repair and assembly, but not fabricating or manufacturing Employment agencies Finance companies Fitness centers Florist stores Furneral homes and mortuaries Furniture stores Garden supply stores Governmental and public related utility buildings and structures Grocery stores Hardware stores Hobby stores Insurance sales, claims and branch offices Jewelry sales and jewelry repair Laundromats, self-service Leather goods and luggage stores Liquor stores, on-sale and off-sale Locksmiths Medical and dental clinics or offices Hotels and motels Music stores Office supply and stationery stores Paint, wallpaper sales Personal services subject to any applicable city Personal wireless service antennas located on a public structure or existing tower Pet shops Photographic studios Private clubs or lodges serving food and beverages Private educational facilities Professional and commercial leased offices Restaurants or cafes (without accessory drive-through facilities) Sexually oriented businesses Shoe stores Tailor shops Tattoo parlors Theaters Toy stores Travel bureaus, transportation ticket offices Veterinary clinics (without animal kennels) Auto repair major Truck repair major Office Motor vehicle, for implement recreational equipment sales, services and repair Wholesale showroom Warehousing Machine shops Cabinet Makers Fabrication and assembly of products when conducted entirely within building Truck or freight terminal 	<ul style="list-style-type: none"> Auto repair major Truck repair major Office Motor vehicle, for implement recreational equipment sales, services and repair Wholesale showroom Machine shops Cabinet Makers Fabrication and assembly of products when conducted entirely within building Truck or freight terminal 	<ul style="list-style-type: none"> All Light Industrial uses Manufacturing Outdoor storage 	<ul style="list-style-type: none"> Residential care facilities as regulated by state statute Threeplex, fourplex, and sixplex multiple-family dwellings Townhouses and condominiums (not exceeding 8 units per building) Two-family dwellings 	

PROPOSED LAND USE



INTRODUCTION

Based upon the foundation established by previous planning efforts including Planning Tactics, Inventory and Policy Plan, this chapter provides the framework to guide and direct future community growth and improvements in the City of Elko New Market through the year 2040. The Land Use Plan is a narrative and graphic description that provides the background and rationale for land use designations as represented on the Land Use Plan Maps. The Land Use Plan also holds an educational and decision-making function by helping to improve the general understanding of how continued City growth is expected to occur.

GROWTH MANAGEMENT

Thrive MSP Regional Development Guide Directives. The Metropolitan Council’s *Thrive MSP 2040* regional development guide designates the City of Elko New Market as a “Rural Center.” In this regard, the Metropolitan Council has established certain land use-related expectations for the City. These expectations are as follows:

- *Plan for forecasted population and household growth at overall average densities of at least 3-5 units per acre for new development and redevelopment.*
- *Strive for higher-density commercial uses and compatible higher-density residential land uses in the commercial core of the community to ensure efficient uses of existing infrastructure investments.*
- *Work with adjacent jurisdictions to execute orderly annexation agreements where forecasted growth exceeds land capacity within existing City boundaries.*
- *Work to focus forecasted growth in areas with existing infrastructure capacity to protect existing farm land and prime agricultural soils for the long term.*
- *Adopt ordinances that coordinate development with infrastructure availability.*
- *Identify areas that will accommodate post-2040 growth forecasts and implement strategies to preserve these areas for future growth and plan for necessary infrastructure improvements.*

Goals and Policies. As indicated in the Metropolitan Council Policy Plan, an established goal of the City of Elko New Market is to promote growth strategies for orderly and efficient land use which are consistent with the *Thrive MSP 2040* regional development guide. With this in mind, the preceding Metropolitan Council growth expectations have been integrated into the City’s growth management policies as provided below:

1. Plan for forecasted population and household growth at overall average densities of at least 3-5 units per acre (for new development and redevelopment).



2. Strive for higher-density commercial uses and compatible higher-density residential land uses in the commercial core of the community to ensure efficient uses of existing infrastructure investments.
3. Work with adjacent jurisdictions to execute orderly annexation agreements where forecasted growth exceeds land capacity within existing City boundaries.
4. Work to focus forecasted growth in areas with existing infrastructure capacity to protect existing farm land and prime agricultural soils for the long term.
5. Adopt ordinances that coordinate development with infrastructure availability.
6. Identify areas that will accommodate post-2040 growth forecasts and implement strategies to preserve these areas for future growth and plan for necessary infrastructure improvements.
7. Collaborate with abutting counties and townships, as necessary, to ensure that near-term development outside of the City's 2040 MUSA boundary (but within the ultimate MUSA boundary) does not hinder long-term urbanization objectives for the area.
8. Maintain development projects within the limitations assigned to the City by regional agencies (i.e. the Minnesota Pollution Control Agency and/or the Metropolitan Council) regarding public utility availability and potential sewer discharge.
9. Require developers or benefiting property owners to assume all or the significant majority of the improvement/service costs, and agree to pay assessments associated with extending service to their property.
10. Require developers to acknowledge and hold all governmental units harmless should there be:
 - Limitations on sewer hookups imposed.
 - A lack of land available within the undesignated MUSA reserve area.
11. Deny development or subdivision applications that qualify as premature based on non-conformity with this Comprehensive Plan or the City's Zoning and/or Subdivision Ordinances relative to:
 - Infill policies
 - Adequacy of roads or highways serving the subdivision or development
 - Adequacy of stormwater management or treatment facilities
 - Adequacy of safe water supply

- Adequacy of safe sewage disposal system
- Adequacy of support facilities (i.e. police, fire, schools, parks, etc.)
- Consistency with environmental protection policies or regulations
- Consistency with the City's five-year Capital Improvement Program

Undesignated MUSA Reserve. In 2005, the former Cities of Elko and New Market entered into an “undesignated Metropolitan Urban Service Area (MUSA) reserve” agreement with the Metropolitan Council. This agreement, which was subsequently applied to the merged City of Elko New Market, is intended to help manage existing and anticipated growth in the Elko New Market area. The agreement provides the opportunity to designate the acreage, types and density of land uses, and local/regional service levels for each five-year stage to the year 2040, with the exact location of each stage unspecified. As part of this staging option, an undesignated MUSA reserve boundary is mapped, but the timing of when and where a parcel is considered developable is driven by the ability to respond to market forces in a controlled manner not by a fixed staging area. By not designating the specific developable parcels by stage in advance, the community may reduce the problems associated with landowners withholding development on land designated for urban services, thereby driving up land prices. The undesignated MUSA reserve boundary (2040 MUSA) is illustrated on [Figure 5.2.1](#).

The following growth management-related conditions, as identified in Elko New Market's 2030 Comprehensive Plan and part of the City's 2005 agreement with the Metropolitan Council, will continue to be imposed as part of the 2040 Comprehensive Plan Update:

1. The development at each stage will be built at or above the negotiated densities;

The Metropolitan Council has forecasted a total of 4,400 households and a population of 11,900 persons for the 2040 planning period. Considering that the City of Elko New Market has experienced extremely limited population growth since the adoption of the 2030 Plan in 2008, it is anticipated the existing acreage allocations within the existing undesignated MUSA reserve will accommodate residential land demands through the 2040 planning period. The City expects residential densities to be 3 or more units per acre.

2. New development is contiguous to the current urban service area;

According to the 2030 Regional Development Framework, "achieving a connected land use pattern that can be served efficiently and economically with urban services will be more important than adherence to regulatory requirements such as making new growth contiguous with existing development." This policy is considered relevant to the 2040 Comprehensive Plan Update and recognizes that extraordinary circumstances may exist that warrant the development of a land use pattern and corresponding infrastructure development that may not necessarily be contiguous to the existing urban service area. Such circumstances may include the development of institutional uses that serve a public good such as schools and/or public health and safety facilities. Other such circumstances may include the development of highway dependent commercial uses

along I-35 that positively influences the development of other uses within the community. This Plan supports this policy as a means of managing the pace of growth and the City's investment in public infrastructure.

3. Development at each stage can be accommodated within the planned capacity of the regional sewer system;

The recent expansion of the Empire Waste Water Treatment Plant service area and the City's connection to the Metropolitan interceptor (2011) will provide the City adequate capacity to accommodate the forecasted development per within the 2040 undesignated MUSA reserve boundary.

4. The local community adopts a premature subdivision ordinance;

The Elko New Market Subdivision Ordinance includes provisions related to premature development. Such provisions ensure that development proceeds in an orderly fashion by denying development or subdivision applications that qualify as premature based on non-conformity with this Comprehensive Plan or the City's Zoning and/or Subdivision Ordinances relative to:

- *Infill policies*
- *Adequacy of roads or highways serving the subdivision or development*
- *Adequacy of stormwater management or treatment facilities*
- *Adequacy of safe water supply*
- *Adequacy of safe sewage disposal system*
- *Adequacy of support facilities (i.e. police, fire, schools, parks, etc.)*
- *Consistency with environmental protection policies or regulations*
- *Consistency with the City's five-year Capital Improvement Program*

5. Local infrastructure implications for all potentially designated areas have been determined and candidate sites that fall outside the capability of the local community to implement - via its Capital Improvement Plan (CIP) or other approved financing plan - have been eliminated from consideration for development;

The Elko New Market Facility Plans specifically address sanitary sewers, water supply, surface water management and transportation issues. These plans have analyzed future needs of the community and included specific recommendations for infrastructure improvements where necessary. The undesignated MUSA reserve boundary has been established based on these plans and the ability for the City to efficiently service the area.

6. The local community development program (for example, financial commitments, five-year CIPs) provides the requisite local service and infrastructure needs of the proposed development for each stage, preserving the planned capacity and service level in the regional highway system; and

The Elko New Market Facility Plans specifically address sanitary sewers, water supply, surface water management and transportation issues. These plans have analyzed future needs of the community and included specific recommendations for infrastructure improvements where necessary. The undesignated MUSA reserve boundary has been established based on these plans and the ability for the City to efficiently service the area.

In addition, as part of the implementation phase, the City of Elko New Market will update its local Capital Improvement Program (CIP) to be consistent with the Comprehensive Plan.

7. Annual reporting of local use of the MUSA reserve and corresponding local CIP adjustments are required as a condition of agreement.

The City of Elko New Market agrees to provide the Metropolitan Council with an annual accounting of development projects in the cities including expansions, type of development, location, number of units, acreage, net density, and associated flows.

8. Timely notification of annexation proposals.

The City of Elko New Market agrees to provide the Metropolitan Council with timely notification of annexation. This is important to ensure proper communication between the City and the Metropolitan Council as well as notification of when the Ultimate Land Use Plan goes into effect.

Much of the land area outside the City of Elko New Market boundaries, but within the undesignated MUSA reserve, is currently guided Urban Expansion Area by the Scott County Land Use Plan, which designates residential densities of 1 unit per 40 acres (with a clustering option). As part of this Comprehensive Plan update, this same area has been analyzed as to the most appropriate land uses should public utilities be made available or the land area annexed into City jurisdiction. These proposed land use designations are illustrated on the City's 2040 Ultimate Land Use Plan. It is the intention of this Comprehensive Plan to preserve the areas currently outside the City boundaries in accordance with Scott County's Land Use Plan until such time that public utilities are made available or the area is annexed into the City. At such time, the City's Ultimate Land Use Plan (as may be amended) shall take precedence over the Scott County Land Use Plan.

Strategies for Managing Growth. In addition to the City's development regulations (to manage the pace of growth and investment in public infrastructure), the City shall consider the implementation of the following growth management strategies to ensure that development which is proposed does not strain City resources:

1. Maintain development projects within the limitations assigned to the City by regional agencies (i.e. Minnesota Pollution Control Agency and/or Metropolitan Council) with regard to public utility availability and potential sewer discharge.
2. Require developers or benefiting property owners to assume all or the significant majority of the improvement/service costs, and agree to pay assessments associated with extending service to their property.
3. Require developers to acknowledge and hold all governmental units harmless should there be:
 - Limitations on sewer hookups imposed.
 - A lack of land available within the undesignated MUSA reserve area.
4. Deny development or subdivision applications which qualify as premature based on non-conformity with this Comprehensive Plan or the City's Zoning and/or Subdivision Ordinances relative to:
 - Infill policies
 - Adequacy of roads or highways serving the subdivision or development
 - Adequacy of stormwater management or treatment facilities
 - Adequacy of safe water supply
 - Adequacy of safe sewage disposal system
 - Adequacy of support facilities (i.e. police, fire, schools, parks, etc.)
 - Consistency with environmental protection policies or regulations
 - Consistency with the City's five-year Capital Improvement Program

EXISTING LAND USES

City of Elko New Market. In total, the City of Elko New Market measures approximately 3.3 square miles in size and overlays 2,180 acres of land. This acreage figure includes the recently annexed City public works site (40 acres) and the 50-acre site upon which the Boulder Heights subdivision is expected to develop.

Figure 5.2.2 and the following tables identify existing land uses within Elko New Market's current municipal boundaries, as reported by the Metropolitan Council. Existing land uses in the City are primarily reflective of historic development patterns which occurred in the former Cities of Elko and New Market. The land use categories referenced below are those utilized by the Metropolitan Council. Excepting agricultural/undeveloped lands, single family detached residential uses are the most predominant use within the City. Such uses overlay 650 acres of land and 29 percent of the City's total land area. Multiple family residential uses make up the balance of the housing stock, representing one percent of the total acreage devoted to housing.



Commercial uses comprise only three percent of the City’s land area (55 acres) and only four acres of land in the City are presently devoted to industrial uses.

Elko New Market Existing Land Use (Acreage) 2016		
Land Use	Acres	% of Total
Agricultural and Undeveloped	1111	51%
Agriculture - 424 acres (19%)		
Undeveloped Land - 687 acres (32%)*		
Residential	650	29%
Single Family Detached - 615 acres (28%)		
Multi-family - 35 acres (1%)**		
Commercial	55	3%
Industrial	4	---
Institutional	79	4%
Park and Recreational	219	10%
Park, Recreational or Preserve - 88 acres (4%)		
Golf Course - 131 acres (6%)		
Mixed Use	1	---
Open Water Total	61	3%
Total	2,180	100%
Source: Met Council and NAC		
* Includes 50-acre Boulder Heights site		
** Includes 6-acre Market Village Apartments site		

Unincorporated Areas of Study Area. Figure 5.2.3 depicts existing land uses within unincorporated areas of the study area, the boundaries of which are consistent with the boundary of the Ultimate Land Use Plan. The graphic depicts land in both Scott and Rice Counties.

FUTURE LAND USES

Like Elko New Market’s 2030 Comprehensive Plan, the 2040 Land Use Plan anticipates two stages of community development. The first stage guides land uses within the existing City boundaries and neighboring New Market Township lands which lie within the City’s proposed 2040 Metropolitan Urban Service Area (MUSA) boundary.

The second stage guides land uses where urban services are expected to be provided at some future point beyond the 2040 planning period. This Plan, entitled the Ultimate Land Use Plan, includes portions of New Market and Cedar Lake Townships in Scott County and Webster Township in Rice County.



The 2040 Land Use Plan and the Ultimate Land Use Plan are described in greater detail below:

2040 Land Use Plan. The 2040 Land Use Plan incorporates lands which presently lie within the existing City limits and those unincorporated bordering areas of New Market Township which lie within the City’s proposed 2040 MUSA boundary. As described previously in this Plan, the MUSA boundary identifies a geographic area where growth is staged to occur (and utilities are planned to be provided) within a certain time period.

The 2040 MUSA boundary is proposed to mimic the existing 2030 MUSA boundary with one exception. East of the Interstate 35/County Road 2 interchange (north and south of County Road 2), a total of 140 acres is proposed to be added to the MUSA. In 2015, the City of Elko New Market and Metropolitan Council approved a Comprehensive Plan Amendment to expand the 2030 MUSA boundary to include approximately 125 acres of land located east of Interstate 35 and south of County Road 2. Such MUSA boundary change was made in response to received development interest in the property from a large industrial user. In response to such development interest, the City prepared and approved an Alternative Urban Areawide Review (AUAR) which evaluated the environmental impacts which could result from such development. The AUAR study area included 265 acres of land, including the referenced 125-acre industrial development site. As part of the 2040 Comprehensive Plan Update, the City of Elko New Market wishes to include the balance of the AUAR study area (140 acres) in the 2040 MUSA.

The City of Elko New Market considers the MUSA boundary change described above to be consistent with the Metropolitan Council’s “economic competitiveness” policy of promoting regional economic prosperity. In this regard, the Interstate 35 corridor is considered a prime location for businesses to succeed and specifically those industries which export products or services beyond the Twin Cities Metropolitan Area and bring revenue and jobs to the region.

To be noted is that lands located outside the City of Elko New Market’s municipal boundaries, but within the 2040 MUSA, are presently reserved for urban development by the Scott County Land Use Plan and implemented through County Zoning and Subdivision Ordinance requirements. Specifically, such areas are guided “Urban Expansion” or “Urban Transition” which designates maximum residential densities of 1 unit per 40 acres.

Like the City’s 2030 Plan, it is the intention of this 2040 Comprehensive Plan Update to preserve the areas currently outside the City boundaries in accordance with the Scott County Land Use Plan until such time that public utilities are made available and/or areas are annexed into the City. Upon annexation, the City’s Land Use Plan and land use ordinances (zoning and subdivision) shall take precedence over the County Plan and ordinances.

Ultimate Land Use Plan (Post 2040). The Metropolitan Council’s *Thrive MSP 2040* development guide stipulates that “Rural Center” communities such as Elko New Market must identify areas that will accommodate post 2040 growth forecasts and implement strategies to preserve these areas for future growth. This directive mimics a similar policy provided in the Metropolitan Council’s 2030 Regional Development Framework.



As part of the City of Elko New Market's 2030 Comprehensive Plan, an effort was made to implement this strategy by establishing a boundary line which delineates areas that would be ultimately served by public sanitary sewer and water services (public utilities). Many factors were considered in determining where physical constraints would make it very difficult or cost prohibitive to extend public utilities. These factors included an analysis of the location and configuration of existing parcels, topography and natural geographic boundaries, natural resources, transportation corridors, and other general development constraints. Ultimately, a long-term public utility service area was determined. The boundaries of such long-term public utility service area served as a basis for the City's 2030 Ultimate Land Use Plan.

Elko New Market's 2040 Plan Update likewise considers land uses for property which lies outside of the 2040 MUSA boundary but within the City's ultimate urban service area boundary. The boundaries or limits of the 2040 Ultimate Land Use Plan are the same as those applied to the City's 2030 Ultimate Land Use Plan.

The Ultimate Land Use Plan is intended to provide a vision of the City of Elko New Market at full development. Recognizing that it will likely take more than 60 years to realize the ultimate build-out of the area, the Ultimate Land Use Plan allows the City and surrounding Townships to plan for expensive, long-term infrastructure, calculate the costs of growth and utilize available resources in a cost-effective manner. As stated previously, it is the intention of this Comprehensive Plan to preserve areas currently outside the City municipal boundaries until such time that public utilities are made available or the area is annexed into the City.

The 2040 Land Use Plan and Ultimate Land Use Plan are illustrated on **Figure 5.2.4** titled Ultimate Service Area Boundary.

LAND USE CATEGORY DESCRIPTIONS

Land use category descriptions, as referenced on the 2040 Land Use Plan and Ultimate Land Use Plans, are provided below. The descriptions define each land use category's objective, development location criteria, density, minimum requirements for development and typical uses.

In all cases, public utilities are required for development within any of the land use designations. Further, development proposals which are determined to be premature (based upon the "premature subdivision" criteria provided in the City's Subdivision Ordinance) shall not be approved.

Consistent with regional directives, future residential land uses within the City of Elko New Market will have a minimum mean net density of 3.0 dwelling units per acre through designation of Low, Medium and High Density Residential land use categories. The "Town Center" land use category also provides opportunities for residential development and contributes to such density determination.

To be noted is that net residential density shall be calculated as follows:



Land area minus resources protected by ordinances (e.g. wetlands and slopes), County and State highway rights-of-way and regional park land. Local streets, local parks and stormwater holding ponds are not subtracted when calculating net density.

Low Density Residential

Objective:

This land use classification is characterized by low residential densities that provide opportunities for a variety of detached single family residential housing options. Traditional single family detached homes at the lowest of the urban densities are typical uses. Lower densities are often required to preserve and protect environmentally sensitive land. At the present time this land use designation corresponds with the R1 and R2 zoning districts.

Development Location Criteria:

- The characteristics of a proposed development will be based upon consideration of several factors including, but not limited to, topography, geography, existing development and character of the surrounding area, transportation system access, and market conditions.
- Final density and development design will be a function of adopted zoning and subdivision standards and procedures.

Density:

The average residential density is 3 dwelling units per net acre, with a range of 2 to 4 units a net acre.

Minimum Requirements for Development:

- Lot sizes typically are 9,000 – 12,000 square feet, but can be larger or smaller depending on the type of development and the specific property's characteristics.
- Planned unit development may be utilized to provide for a mixture of housing styles at higher densities provided the objectives of planned unit development, as provided in the City's Zoning Ordinance, are achieved.

Typical Uses:

Single family detached dwellings; other dwelling designs by planned unit development; parks and playgrounds.

Accessory uses that are compatible with low density residential neighborhoods.



Medium Density ResidentialObjective:

This land use classification is characterized by medium residential densities that provide opportunities for a variety of attached residential housing options. The land use designation is intended to provide alternative housing options which address the City's life cycle housing needs. Medium density residential developments are often established as transitional uses between low density residential uses and greater intensity uses such as high density residential and commercial. At the present time this land use designation corresponds with the R3 zoning district.

Development Location Criteria:

- The location and characteristics of a proposed medium density residential development will be based upon consideration of several factors including, but not limited to, topography, geography, existing development (character of the surrounding area) and market conditions.
- Development of attached homes and multiple family dwellings is appropriate near major parks (open space), along collector roadways, near commercial centers and employment centers.
- The wide range of possible housing styles and design options make medium density residential housing a suitable transition between lower and higher intensity adjacent uses.

Density:

The average residential density is 6 dwelling units per net acre, with a range between 4 and 8 units per net acre.

Minimum Requirements for Development:

- Lot sizes vary depending upon the number of units contained within the residential structures, as regulated in the City's Zoning Ordinance. Minimum lot areas per dwelling unit range from 5,000 to 7,500 square feet per unit.
- Specific design and construction standards are typically imposed upon medium density residential developments including standards related to exterior building finishes, garage construction and size, guest parking and open space requirements.

Typical Uses:

Two-family dwellings, three-plexes, four-plexes and townhouses/condominiums which do not exceed eight units per building are considered permitted uses in this land use category. Manufactured home parks may also be allowed by conditional use permit.

High Density Residential

Objective:

This land use classification is characterized by high density residential developments which provide housing opportunities in multiple family structures (apartments and condominiums). High density residential developments are often established as transitional uses between lower density residential uses and higher intensity uses such as commercial, industrial and/or civic. High density residential developments are typically accessible to thoroughfares and activity centers such as community centers, libraries, shopping areas and employment centers. At the present time this land use designation corresponds with the City's R4 zoning district. Additional opportunities for high density mixed use housing are available in the City's current R5 zoning district which is guided by the City's Downtown Master Plan.

Development Location Criteria:

- The location and characteristics of a proposed high density residential development will be based upon consideration of several factors including, but not limited to accessibility, topography, geography, existing development (character of the surrounding area) and market conditions.
- Development of high density, multiple family dwellings is appropriate along collector roadways and near major parks (open space), activity centers and employment centers.
- High density residential housing is considered a suitable transition between lower and higher intensity adjacent uses.

Density:

Residential densities with 8 or more units per net acre.

Minimum Requirements for Development:

- While a minimum lot area of 15,000 square feet is required for high density residential uses, lot sizes typically relate to structure setback and green space requirements.
- Specific design and construction standards are typically imposed upon high density residential developments including standards related to exterior building finishes, garage construction and size, guest parking and open space requirements.



- Final density and development design will be a function of adopted zoning and subdivision standards and procedures.

Typical Uses:

Multiple family dwelling structures which contain more than eight dwelling units. Manufactured home parks may also be allowed by conditional use permit.

Mixed use projects which contain ground floor commercial uses and high density residential uses on upper floors may be accommodated by planned unit development in R5 zoning districts as guided by the City's Downtown Master Plan.

Town Center

Objective:

This land use classification is a special designation for traditional Town Centers which retain attributes of a recognized "downtown" and provide a sense of place based on historic nature and building character elements. Such elements include awnings, street lighting, signage, etc.

The Town Center should be the recognized civic, commercial, and cultural gathering place for the community. Retail uses are expected to be relatively specialized and even unique and should easily mix with service uses and cultural places, rather than serve as the foundation of another shopping node. Pedestrian circulation within, as well as to the area is a distinguishing land use category feature.

New development in the Town Center area can provide for limited residential uses, excluding new single family detached dwellings, which can be integrated with the commercial and service environment. Senior housing may be appropriate uses at selected locations. This land use designation corresponds with the B2 and R5 zoning districts.

Development Location Criteria:

- The Town Center area is located along County Road 2 in the City's historic downtown area, as identified in the City's Downtown Master Plan.
- The character of the Town Center should be defined by an approved master plan or planned unit development or through specialized Zoning Ordinance provisions.

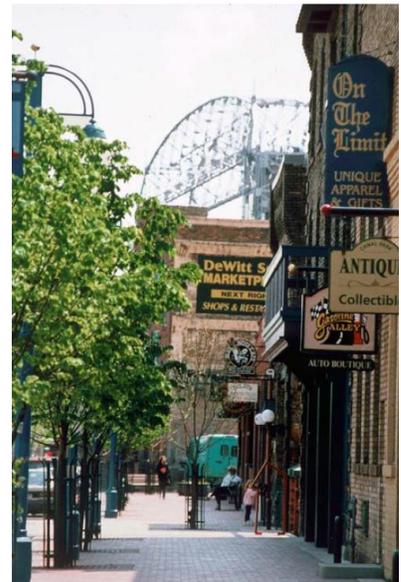
Density:

For projects which include residential land uses, the average residential density is 8 units per net acre with a range between 5 to 10 units per net acre.



Minimum Requirements for Development:

- Uses and structural designs shall be found to preserve and enhance the “sense of community” broadly defined in the City’s Downtown Master Plan. This does not require rigid use patterns, but does require a demonstration that the relatively unique character of the Town Center is evident. Great emphasis should be given to building features located at primary intersections or where streets intersect with central open space, as these locations will become future landmarks of the community.
- Traditional commercial development design, such as zero lot line development (buildings with little to no setback) will be encouraged to provide a continuation of the traditional atmosphere of the Town Center land use category.
- Approved planned unit development within this category may provide for off-site parking legally encumbered for a specific use, shared parking facilities, public on-street and off-street parking facilities, and public open space in lieu of private yards for certain uses.
- The Town Center area is bisected by County Road 2 which presents a dilemma for prospective development and redevelopment. Based on functional classification of County Road 2 and traffic volumes, private access to the County Road is highly restricted. Traffic calming and pedestrian access will be an important component of development designs.
- Buildings should be designed to create street-level interest and enhance the pedestrian experience.
- Surface parking lots should be located away from major streets, or behind or to the side of primary buildings.



Typical Uses:

Town Center projects may include residential, commercial, and institutional developments, but by and large will consist of a mix of multi-family residential and commercial uses. The goal for the Town Center land use category is to maintain average land use distributions of 50 percent attached and multi-family homes, 45 percent commercial uses and 5 percent (existing) single family homes.

Mixed use buildings (with commercial uses on a lower level and residential uses above), restaurants (without drive-through facilities), professional offices, personal services, retail, craft, and specialty shops, clinics, banks, bakeries, and accessory and related uses that are clearly incidental to the primary use.

Existing single family detached homes, new single family attached homes and apartment buildings.

Government and/or other public uses/community facilities such as offices, post offices, schools, parks and libraries.

Commercial

Objective:

The commercial land use category is characterized by a wide range of commerce, recreation, and entertainment uses whose trade area is the community, and under certain conditions, the region (e.g. Elko Speedway). Arterial roadway-orientated uses and single stop or destination stores are also included. An important role of the commercial land use category is to provide a location for goods, services and employment opportunities related to both the continued dependence upon the automobile for high mobility and in the case of the City's Downtown, a walkable commercial center.

The City of Elko New Market's proximity to Interstate 35 and an existing interchange, and the existence of historic business districts within the community will require a variety of commercial zoning districts in order to define guided uses and standards within different geographic areas. Uses and design that may be appropriate near the interchange may not be appropriate near the historic business district. As such, at the present time the City's Zoning Ordinance contains a number of commercial zoning district designations that may be appropriate based on various locations within the community (B1, B2, B3, B4 & B5).

Development Location Criteria:

- Generally speaking, commercial uses should not be located directly adjacent to detached single family residential uses. It is however, recognized that such land use relationships are common in the City's Downtown area. For new commercial development, a high level of transition to all proximate residential land and development is desirable. Commercial uses should be located near high volume roadways, with access limited to frontage roads or to internal common parking and driving areas.
- The wide variety of commercial uses allowed (as defined by assigned zoning districts) often produces undesirable effect on abutting and nearby uses. Extra care must be exercised in the evaluation of location criteria, transition design, and the effectiveness of buffering uses in this land use category.

- The currently established B1, B2 and B3 zoning districts were established to guide uses closer to the City’s historic downtown areas, and therefore would not be appropriate for commercial developments near the interchange area.
- The currently established B4 and B5 zoning districts were established to guide uses closer to Interstate 35 and existing interchange, and therefore would not be appropriate for commercial development in the historic downtown areas of the community.

Minimum Requirements for Development:

- Specific design and construction standards are imposed upon commercial developments including standards related to building finish materials, off-street parking and green space.
- Appropriate green space, yard (setbacks) and off-street parking must be satisfied and may vary based on specific commercial zoning district standards.

Typical Uses:

Allowed uses in the City’s various commercial land use categories can vary greatly and are specifically defined via the application of various commercial zoning districts.

While the intensity of development, allowable uses, and performance standards vary from zoning district to zoning district, common commercial uses include: various retail, service, office, entertainment, restaurant, and motor fuel facilities and accessory uses that are clearly incidental to the primary use.

Business / Limited Industrial

Objective:

This land use category is intended to provide for the establishment of high quality business offices, wholesale showrooms, limited light industrial and light manufacturing, and related uses in an environment which provides a high level of amenities, including landscaping, preservation of natural features, architectural controls, pedestrian trails, and other features. Limited outdoor storage may be permitted in locations with appropriate buffers from adjacent residential and commercial uses and roadways.

Business / Limited Industrial, often formed as Planned Unit Developments, can serve small professional services in a group setting whereas such uses might otherwise be located in retail centers or in scattered freestanding buildings. Retail activities should only be allowed as an accessory use when it is clearly incidental to the primary use. High design standards should be imposed to ensure compatibility with nearby high density residential housing. Such uses should



also provide open space, and opportunities for shared parking when possible. The corresponding zoning designations are presently B6, B7 and PUD.

Development Location Criteria:

- Locate near existing or planned multi-family residential, commercial or industrial use areas
- The B6 lands are generally guided in the southwest quadrant of the I-35 / County Road 2 interchange and provide a buffer between lands guided Commercial and Medium Density Residential.
- B7 lands are generally guided in the northwest quadrant of the I-35 / County Road 2 interchange and as a buffer between Commercial and Medium Density Residential lands.
- Business / Limited Industrial uses should provide a high level of transition to nearby residential land uses.
- Access to major collector or local roadways should be provided.

Minimum Requirements for Development:

- High amenity features (site and/or building) which are conducive to “gateway” recognition are strongly encouraged.
- Appropriate green space, as established by the Zoning Ordinance, should be provided.

Typical Uses:

Primary uses are conference centers, professional and administrative offices, wholesale showrooms, automobile repair, open sales lots, indoor commercial recreation, limited light industrial and light manufacturing uses, small assembly and warehousing, limited research and development, and small contractor operations.

Industrial

Objective:

This land use classification is characterized by industrial uses of varied scale and intensity. Primary uses include business offices, manufacturing, assembly, warehousing, and outdoor sales,

Development in planned industrial centers in separate areas of the community allow for the distribution of peak period traffic, efficient access, effective distribution of public utilities, and sound use of land suited for industry.

Certain limited accessory and compatible commercial uses may be allowed depending upon zoning classification. It is not the purpose of this category however, to duplicate or conflict with the commercial land use category. At the present time this land use designation corresponds with the I1, I2 and PUD zoning districts.

Development Location Criteria:

- Locate/congregate industrial uses in areas considered “suitable” for such activities.
- Locate industrial development near major transportation corridors. Provide access to arterial roadways via major collector roadways, local roads or service drives.
- Industrial parks should be planned upon lands which are considered appropriate and reasonably adaptable to site development without severe earthwork or the removal of significant tree stands.
- Locate near other intensive land uses (commercial centers and high density multi-residential developments).
- Locate near existing or planned mass transit routes.

Minimum Requirements for Development:

- Specific design and construction standards are imposed upon industrial developments including standards related to building finish materials, off-street parking and green space.
- Appropriate green space and all yard and parking minimum standards met or exceeded. Projects that are part of a planned unit development may indicate future expansion with greater coverage, subject to full compliance with yard and parking standards.

Typical Uses:

Uses vary in scale and intensity by zoning district. Primary uses range from business offices, light industrial uses, heavy industrial uses (manufacturing facilities) all of which are subject to certain performance standards as outlined in the City’s Zoning Ordinance.

Public and Semi-Public*Objective:*

This land use classification is characterized by public and semi-public facilities and institutions which provide necessary services to the City and have their own unique set of land use characteristics. Such uses frequently operate on a nonprofit basis rather than the sale of goods and services.

Development Location Criteria:

Public and semi-public uses are intended to be compatible with adjoining development and are typically located on collector or arterials streets.

Minimum Requirements for Development:

- To provide an example for the private sector, public and semi-public land uses are encouraged to integrate and/or reflect high levels of quality site and building design.
- Where feasible, incorporate sustainable, energy efficient building and low impact development techniques.
- Consistent architectural themes are encouraged as well as the use of consistent building materials or other design elements (to strengthen overall community identity).
- In locations where public and semi-public uses abut residential land uses, buffers and/or transitions shall be provided to mitigate potential compatibility issues. Such efforts may include site design, building orientation, access locations, setbacks, landscaping and screening.

Typical Uses:

Various facilities ancillary to an urban community including governmental facilities and offices, schools, churches, parks and utility sites.

While the need for public and semi-public uses is recognized, it is not practical at this time to identify future sites where such uses may be appropriate. Processing requirements and standards which apply to public and semi-public uses are subject to applicable Zoning Ordinance requirements.

GUIDED LAND USE CALCULATIONS

2040 Land Use Plan. The table below identifies the total gross land area for each land use category depicted upon the 2040 Land Use Plan (Figure 5.2.5). This includes lands within the City’s existing municipal boundaries and the surrounding unincorporated areas within the 2040 MUSA.

(This table from the 2030 plan is for reference and can be deleted when the following table is completed.)

Table 7
Gross Land Area by Land Use Plan District
2030 Undesignated MUSA Reserve Area

Land Use District	City of Elko New Market (Acres)
Low Density Residential	2,822.2
Residential Mixed Use	1,352.9
Town Center	285.5
General Commercial	456.4
Transportation Orientated Commercial	181.3
Commercial / Industrial	22.1
TOTAL ACRES	5,120.4

(Note: Total area should include MUSA area added on east side of I-35)

Elko New Market - 2040 MUSA
Gross Land Area by Land Use Plan Category

Land Use Category	Gross Acres
Public and Semi Public	
Low Density Residential	
Medium Density Residential	
High Density Residential	
Town Center	
Commercial	
Business / Limited Industrial Park	
Industrial	
Right of Way	
Total Acres	



Source: City of Elko New Market GIS

The following table illustrates net residential densities for future development. Specific categories are provided for designated Low Density Residential, Medium Density Residential, High Density Residential and Town Center. As shown, a net residential density of ____ units per acre is forecasted.

The below table is an example from the 2030 Comp Plan and can be deleted when the following table is completed.

Land Use	Single Family Number of Units	Multi Family Number of Units	Acres-Gross Res.	Acres-Non-Buildable**	Net Res. Acres	Net Density Units/Acre
	A	B	C	D	E=C-D	(A+B)/E
Future MUSA Single Family	5,213	---	2,688	757	1,931	2.7
Future MUSA Mixed Use	2,134	1,745	1,415	339	1,016	3.8
Town Center Mixed Use	27	767	152	43	109	7.3
TOTAL	7,374	2,512	4,252	1,196	3,056	3.2

* Applies to Future Development
 ** Includes parks and open space, arterial road rights-of-way, and other undeveloped land

(This table needs to be filled in, or a table similar to table above, when land use acreages are available)

Residential Land Use	Number of Units	Gross Res. Acres	Wetland/Water Acres	Parks/Public Open Space Acres	Arterial ROW Acres	Other Uses Acres	Net Res. Acres	Net Res. Density DU/Acre
Low Density (Single Family)								
Medium								



Density								
High Density								
Town Center								
TOTAL								
Notes:								
<ul style="list-style-type: none"> • Net residential density is equal to the gross area minus resources protected by ordinances (e.g. wetlands and slopes), county and state highway rights-of-way and regional park land. Local streets, local parks and stormwater holding ponds are not excluded in the calculation of net density. • No manufactured housing presently exists within the City of Elko New Market. 								
Source: ?								

Ultimate Land Use Plan. As previously indicated, the Metropolitan Council’s *Thrive MSP 2040* development guide stipulates that “Rural Center” communities such as Elko New Market must identify areas that will accommodate post 2040 growth forecasts and implement strategies to preserve these areas for future growth. The City’s Ultimate Land Use Plan is illustrated on **Figure 5.2.6.**

To be noted is that it is not the function of the Ultimate Land Use Plan to guide future development on a parcel by parcel basis. Rather, the Plan is intended simply to assist the City in determining long-term service needs and earmark general locations for future commercial and/or industrial uses. City of Elko New Market will continue to collaborate with Scott and Rice Counties such that County Plans may take steps to preserve such lands for future urban development (until such time public utilities are available or the area is annexed into the City).

Recognizing the uncertainties associated with long-term (post 2040) land use planning, it is not the purpose of this Plan to assign specific acreage allocations to the generalized land uses depicted on the Ultimate Land Use Plan.

As shown on the Plan, the vast majority of the land area within the post 2040 development area is guided for low density residential use. In anticipation of future transportation improvements, future commercial and/or industrial uses are however, earmarked in the following locations, both of which are intended to take advantage of Interstate 35 visibility and accessibility.

1. The four quadrants of the County Road 86/Interstate 35 intersection.
2. Lands located east of Interstate 35 between County Road 62 and 250th Street.

Future multiple family residential, commercial, industrial and public uses are also anticipated in various areas but will be specifically guided in future land use planning efforts.

Growth Staging Plan. The table below illustrates residential and non-residential growth acreage allocation forecasts in 10-year increments to the year 2040. The provided acreage figures include the developed lot area as well as the necessary infrastructure (roadways). The



acreage figures do not include wetlands or floodplains. The table also assumes an overall density of 3.2 units per acre.

Elko New Market Planned Land Use within 2040 MUSA (Budgeted)				
	2015-2019	2020-2029	2030-2039	Combined Total
Households (2014)	601	1,030	1,370	2,001
Low Density Residential Acres				
Medium Density Residential Acres				
High Density Residential Acres				
Town Center Acres				
Commercial or Industrial Acres				
Public and Semi-Public Acres				
Planned Overage Acres				
Allocated acres within 2040 MUSA				
TOTAL				

Notes:

- Net residential density is equal to the gross area minus resources protected by ordinances (e.g. wetlands and slopes), county and state highway rights-of-way and regional park land. Local streets, local parks and stormwater holding ponds are not excluded in the calculation of net density.
- No manufactured housing presently exists within the City of Elko New Market.

Sources: City of Elko New Market GIS

HOUSING

Existing Housing. Information regarding the City’s existing housing characteristics are contained in the Inventory section of this Plan, and also reiterated below.

Housing Type. In developing the City’s 2040 Land Use Plan it is anticipated that the City’s residential land uses will evolve as the demographics of the region and the City of Elko New Market change.

According to the Metropolitan Council’s 2015 estimate and as illustrated in the table below, single family detached land uses are the predominate housing type in the City).

Elko New Market Housing Types 2015		
	Quantity	Percent
Single Family Detached	1,239	83.0%
Duplex, Triplex, and Quadplex	6	0.5%
Townhome (single family attached)	140	9.5%



Multi-family (5 units or more)	98	7.0%
Total	1,483	100%
Source: Metropolitan Council		

Tenure. As shown in the table below, the vast majority of housing units in the City (98 percent) are owner occupied.

Elko New Market Household Tenure 2010		
	Number	Percent of Total
Owners	1,145	98%
Renters	27	2%
Total	1,172	100%
Source: U.S. Census Bureau		

Age. Most of Elko New Market’s current housing stock was constructed during the 2000s (approximately 70 percent). The City has issued building permits for a total of 156 housing units since 2010. Such decrease in recent building permit issuance likely relates to a combination of economic conditions and a limited availability of single family residential lots in the City.

Elko New Market Age of Housing Stock		
Year Built	No. of Units	% of Total
2010 to 2016	156	10%
2000 to 2009	1,087	70%
1990 to 1999	113	8%
1980 to 1989	49	3%
1970 to 1979	34	2%
1960 to 1969	45	3%
1950 to 1959	33	2%
1940 to 1949	15	1%
1939 or earlier	15	1%
Total	1,547	100%
Source: U.S. Census Bureau and City of Elko New Market		

Housing Values. The average sale price of a single-family home in the City of Elko New Market has risen slightly from an average sale price in 2001 of \$276,258 to an average sale price of \$287,100 in 2010. Home sales in Elko New Market are higher on average than Scott County.

Elko New Market Median Housing Value 2010
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Location	Median Value
Elko New Market	\$287,100
Scott County	\$274,300
Source: US Census Bureau	

Future Residential Uses. The City of Elko New Market recognizes the need to promote a greater variety of housing choices in the City to serve the life cycle needs of current and future residents. A primary goal of the 2040 Land Use Plan is to continue to maintain single family neighborhoods as the focus of the community while providing opportunities for alternative housing types. In an effort to provide appropriate life cycle options, the 2040 Land Use Plan provides opportunities for medium and high density residential uses as transitions between higher intensity commercial uses and lower intensity single family neighborhoods.

Affordability. The City of Elko New Market recognizes its responsibility to provide opportunities for its share of the region’s need for low and moderate-income housing. Affordable housing provides housing options for a diverse population and the furthers one of the City’s economic development goals by providing housing opportunities to support an employment base for future commercial and industrial development.

The Metropolitan Council defines the terms “affordable housing” and “low income” as follows:

Affordable Housing. *Housing is “affordable” for low and moderate-income households when they pay no more than 30 percent of gross household income on housing.*

Low Income. *A household is considered “low income” if it makes 80% or less of the median income of the seven-county region.*

The Metropolitan Council’s Thrive MSP 2040 Plan (Housing Element) assigns a low and moderate-income housing need for the City the City of Elko New Market for the decade of 2021 through 2030. Specifically, a need for 326 new affordable units within such time period has been established. Of these new units, 195 need to be affordable to households earning at or below 30 percent of the area median income, 121 need to be affordable to households earning 31 to 50 percent of the area medium income and 10 need to be affordable to households earning 51 to 80 percent of the area median income. These “needs” are summarized in the table below:

Elko New Market Affordable Housing Need Allocation 2021-2030	
Percent of Area Medium Income	Housing Units
At or Below 30% AMI	195
31% to 50% AMI	121
51% to 80% AMI	10
Total Units Needed	326
AMI = Area Median Income Source: Metropolitan Council	



With the preceding Metropolitan Council directives in mind, it is considered worthwhile to understand the number of affordable housing units which presently exist in the City. For 2016, the Metropolitan Council has determined that homes with a purchase price of \$238,500 or less are considered “affordable” in the seven-county metropolitan area. According to the Scott County Assessor’s Office, 1,428 owner-occupied housing units existed in the City on January 1, 2016. Of these, 538 units had a value of \$238,500 or less. As a result, 38 percent of the City’s existing owner-occupied housing stock at that time was considered “affordable.” Housing values within the City are depicted on **Figure 5.2.7**

Livable Communities Program. The 1995 Livable Communities Act (LCA) was enacted to provide incentives for addressing various issues facing the seven-county Metropolitan Area and is administered by the Metropolitan Council. Metropolitan Area municipalities which elect to participate in the Livable Communities Program are eligible to compete for funding for community development activities. The former Cities of Elko and New Market began participation in the Livable Communities Act in 2002 and has continued to participate since the merger of the two cities in 2007 (as the City of Elko New Market).

Through the Livable Communities Program, the Metropolitan Council has the ability to make grant and loan awards to communities from the following accounts:

- Livable Communities Demonstration Account (LCDA)
- Local Housing Incentives Account (LHIA)
- Tax Base Revitalization Account (TBRA)
- Transit Oriented Development (TOD)

Of the four accounts, two provide funding for affordable housing goals of cities. The Local Housing Incentives Account (LHIA) provides funding to produce and preserve affordable housing choices while the Tax Base Revitalization Account (TBRA) provides funding cleans up brownfield sites for redevelopment, including affordable housing projects.

To compete for Livable Communities grants, communities must participate in the Local Housing Incentives program established by the Metropolitan Livable Communities Act (LCA) as well as negotiate with the Metropolitan Council to establish a set of goals for affordable and lifecycle housing.

In this regard, the City of Elko New Market has adopted the following affordable and lifecycle unit housing goals for 2011-2020:

As development occurs, the City will continue to work toward the achievement of the affordable and lifestyle housing goals of the Livable Communities Act.

In regard to the achievement of affordable housing goals, it is important to recognize that there is an ample supply of developable land available within with City 2040 MUSA which is guided



high density residential use (minimum of 8 units per acre). Thus, affordable housing goals are considered attainable in the long-term.

Housing Goals. The following housing goals have been developed to meet the needs of the growing population through the year 2040:

1. **Variety of Housing Options** - Allow for the potential development of a variety of dwelling unit types (e.g. single and multi-family), styles, and choices to meet the changing life cycle needs for a wide spectrum of people with a variety of income levels.
2. **Residential Character** - Maintain and enhance the strong character of residential neighborhoods that are safe, healthful, and esthetically pleasing through well designed subdivisions for new housing.
3. **Removing Barriers to Housing Options** - Take a more proactive stance on developing provisions to allow for housing to meet the needs of a variety of people.
4. **Maintenance** - Encourage upkeep and proper maintenance of residential properties in the City and consider future efforts to survey housing conditions in various neighborhoods to evaluate if deterioration exists and additional action is required.
5. **Residential Character** - Promote new housing which will fit within the character of the existing community.
6. **Residential Revitalization** - Encourage/provide incentives for the development/revitalization of existing homes in the “original townsite” areas of the City.
7. **Environmental Resource Protection** - Impose various environmental protection requirements upon new residential subdivisions as provided in the City’s Zoning and Subdivision Ordinances.

Housing Goal Implementation. The City assumes that all proposed affordable rental housing developments will require some degree of City involvement. City actions will include as many of the following as needed:

- Consider any changes that may be needed in local requirements to make rental housing as affordable as possible. This may include higher densities, garage/parking requirements, or other requirements as appropriate.
- Actively seek private, nonprofit, and public developers interested in providing affordable rental housing, and work with them as needed to select sites and secure needed funding. Churches and local employers should also be given the opportunity to provide assistance.

- Make use of local authority to assist affordable housing, including tax increment financing, tax abatement and tax-exempt bonds.
- Actively support developer applications for various grant programs or tax incentives that assist in the development of affordable housing projects, such as the Low Income Housing Tax Credit Program, Minnesota Housing Finance Agency programs, and others.
- Monitor progress towards meeting the affordable rental housing goal. Since affordable rental housing should not be concentrated in large developments, the City will need to closely review proposals to avoid this issue.

There are a variety of housing assistance, housing development, and housing rehabilitation/redevelopment programs which may be available to the City to implement its housing goals. The City is not capable of estimating the specific number of housing units within its goals which may be developed or assisted by the various programs with any degree of accuracy at this time. The following is a list of programs which may be utilized by or with the involvement and assistance of the Scott County Community Development Agency (CDA) to advance affordable and life-cycle housing in Elko New Market:

- Affordable Mortgage Products
- Homebuyer Counseling / Education
- Homeowner Counseling / Education
- CDA Rental Housing Program (55+, Workforce, Deep Subsidy Rentals)
- Rental Assistance / Housing Choice Vouchers
- Tax Exempt Bonding

The City also has an adopted Business Assistance Policy which includes various public assistance tools including, TIF, tax abatement and deferral or assessment of city fees. The City will continue to evaluate its current policies and official controls (Zoning and Subdivision Ordinances) to eliminate unnecessary restrictions to barriers which may impede the ability of reaching affordable housing goals. The City will also consider establishing or modifying provisions which may enhance flexibility in meeting affordable housing goals.

EMPLOYMENT

(The 2040 Plan must identify employment locations and provide a measurement of intensity of planned employment. This would apply to areas guided for commercial and industrial uses. Staff has not fully determined the methodology for projecting employment numbers associated with our planned commercial / industrial areas, and cannot fully



complete this calculation until the Planning Commission gives direction regarding the land use plan map.)

One potential methodology for computing the employment projections is based on acreages of commercial and industrial land. (Met Council suggests warehouse/manufacturing may have 2 jobs/acre and higher intensity employment areas are up to 10 jobs per acre.) The City could base our projection based on the current jobs-to-acre ratio. Example is as follows:

2016 – 386 jobs
 2016 – commercial and industrial acres = 69
 2016 jobs/acres = 5.6

Suggest an average number of jobs per acre with higher employment per acre assigned to commercial zoned areas vs. industrial zoned areas. Using an average of 5.6 to 6 jobs per acre with higher employment per acre assigned in commercial zoned areas vs. industrial, with no less than 2 jobs per acre in industrial areas.

Another potential methodology for computing the employment projections is as follows:

1. Determine gross area of land for guided commercial and industrial use (separate area totals).
2. Subtract 20 percent for rights-of-way, wetlands etc.
3. Assume the following percentages of building coverage:

Commercial – 20 percent
 Industrial – 40 percent

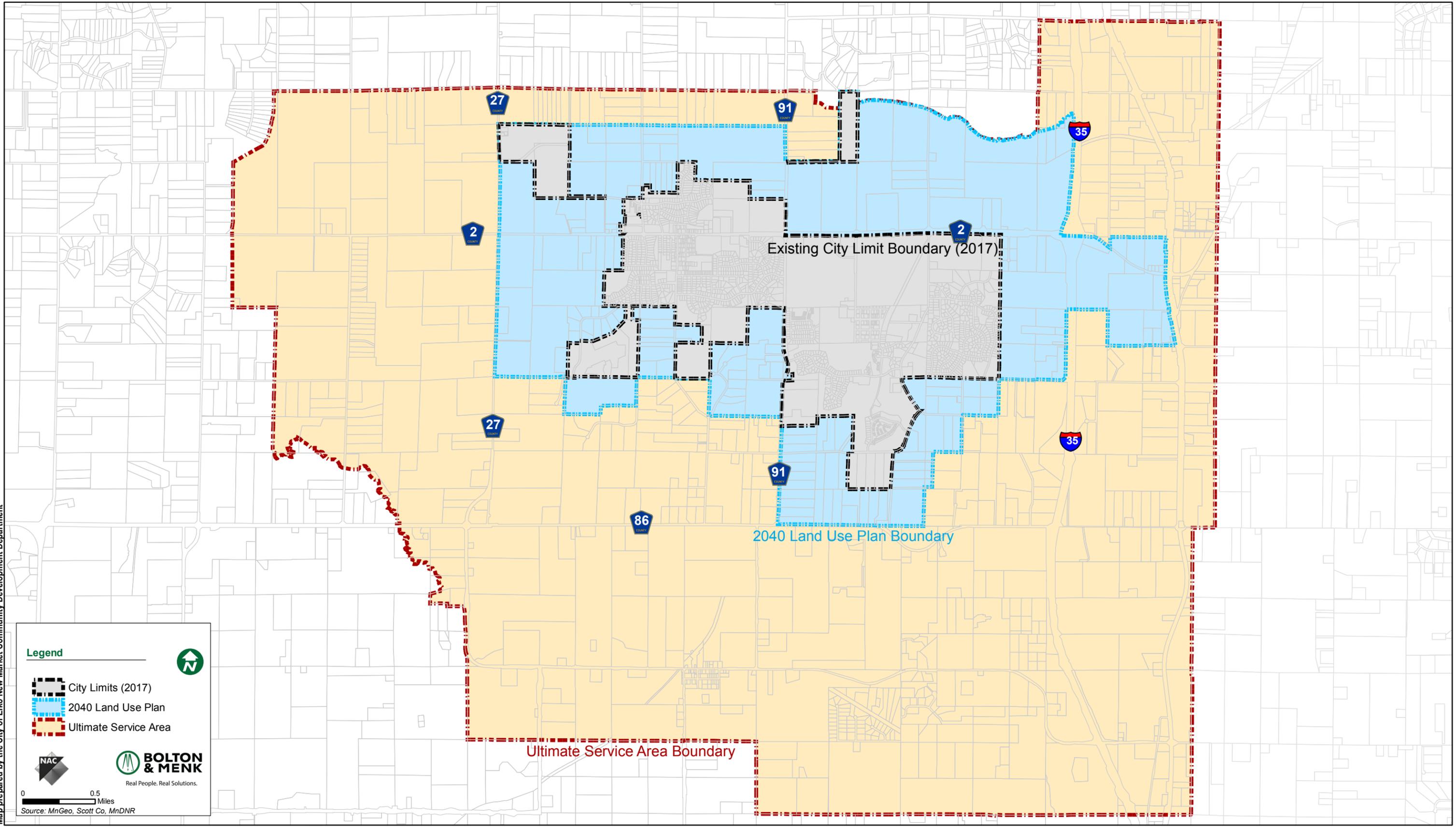
4. Apply Institute of Transportation Engineers (ITE) estimates of employees for 1,000 square feet of building area (by use)

Office: 3.3 employees/1,000 s.f.
 Retail: 2.0 employees/1,000 s.f.
 Industrial: 2.0 employees/1,000 s.f.
 Warehouse: 1.3 employees/1,000 s.f.

The Metropolitan Council’s employment forecasts for the City of Elko New Market are shown in the table below. The Metropolitan Council has not provided an estimated number of acres for the below projections.

Elko New Market Employment Growth 2000 to 2040					
	2010	2020	2030	2040	% Change 2010 – 2040
Elko New Market	317	1,630	1,780	1,940	512%
Source: Metropolitan Council					





Map prepared by the City of Elko New Market Community Development Department

Legend

- City Limits (2017)
- 2040 Land Use Plan
- Ultimate Service Area

NAC

BOLTON & MENK
 Real People. Real Solutions.

0 0.5 Miles
 Source: MnGeo, Scott Co, MnDNR



601 Main Street
Elko New Market, MN 55054
phone: 952-461-2777 fax: 952-461-2782

MEMORANDUM

TO: PLANNING COMMISSION
CC:
FROM: RENEE CHRISTIANSON, COMMUNITY DEVELOPMENT SPECIALIST
RE: CITY CODE PERTAINING TO ATV AND GOLF CART USE ON CITY STREETS
WITHIN THE CITY LIMITS
DATE: DECEMBER 5, 2017

Background / History

At the November Planning Commission meeting there was a request from Planning Commissioner Smith to research and possibly amend the city Code related to ATV and golf cart use within the city. Snowmobile and ATV use are currently regulated under section 7-3 of the city code. The current regulations are shown below on pages 3-7.

A summary of the current regulations is as follows: Snowmobiles and ATV's are allowed on highways, streets, roads, trails, or alleys within the city (the most right hand lane) only for the purpose of going to or returning from a non-highway area of permissible operation. Permissible locations are only in road ditches or outside bank of state and county roads within the city limits (and subject to state laws). Snowmobiles and ATV's are never allowed on sidewalks or in parks. Snowmobiles and ATV's driving on a roadway and/or ditch have to be licensed/registered, with the license visibly showing on the vehicle. Golf carts are not currently regulated by the Elko New Market city code. Because golf carts are not licensed, they are not currently permitted on city streets.

Staff completed a limited amount of research of adjacent community's codes regarding this topic to see how other communities handle this issue.

- New Prague – Allow ATV's and snowmobiles on city streets only in a direct route to and from a destination where they may lawfully operate (such as a county or state road ditch). Allow golf carts on certain city streets subject to conditions and by city permit.
- Lonsdale – Allow ATV's and snowmobiles on city streets only in a direct route to and from a destination where they may lawfully operate (such as a county or state road ditch). Golf carts are not allowed on city streets.
- Lakeville – No provisions for ATV's within city Code, not allowed. Golf carts allowed on city trails and designated streets with city permit, only issued to disabled persons.

- Jordan – Allow golf carts and ATV's on city streets with a permit, only issued to disabled persons. Snowmobiles on city streets only in a direct route to and from a residence to a trail system outside of the city.

Based on the four area cities that were researched, no cities allow ATV's to be driven on city streets by the general public. Two cities allow limited use for disabled persons only. One city allows golf carts to be driven on city streets when registered with the city.

It is important to note that these regulations pertaining to ATVs, snowmobiles and golf carts are contained in the "Motor Vehicles and Traffic" section of the city code. The planning commission is responsible for making recommendations to the city council regarding the "Zoning Regulations" or "Subdivision Regulations" section of the code. This topic is outside of the normal purview of the planning commission. In this instance, if the planning commission feels the code should be amended, the most appropriate process would be to suggest to the city council that this topic be looked at.

Chapter 3

SNOWMOBILES AND ALL-TERRAIN VEHICLES

[7-3-1: PURPOSE:](#)

[7-3-2: APPLICATION AND SCOPE:](#)

[7-3-3: DEFINITIONS:](#)

[7-3-4: OPERATION REGULATIONS:](#)

[7-3-5: EQUIPMENT REQUIREMENTS:](#)

[7-3-6: AGE OF OPERATOR:](#)

[7-3-7: EMERGENCIES:](#)

[7-3-8: OBEDIENCE TO POLICE:](#)

[7-3-9: LOCKED VEHICLES REQUIRED:](#)

[7-3-10: COMPLIANCE WITH OTHER LAWS; STATE REGULATIONS ADOPTED:](#)

[7-3-11: MISDEMEANOR VIOLATION:](#)

7-3-1: PURPOSE:  

The purpose of this chapter is to provide reasonable regulations for the use of snowmobiles and all-terrain motor vehicles on public and private property in the city. This chapter is intended to protect life and property and to prevent public nuisances. (2011 Code)

7-3-2: APPLICATION AND SCOPE:  

A. Conflicts With State Law: If any provision in this chapter contradicts the regulations pertaining to snowmobiles set forth in Minnesota statutes chapter 168 (motor vehicle registration), chapter 169 (traffic regulations), chapter 169A (driving while impaired), chapter 171 (driver license regulations) or chapter 84 (snowmobile and all-terrain vehicle registrations), the state regulations shall control.

B. Scope: This chapter shall apply to the control of traffic and the regulation of that certain class of vehicles falling within the definition of snowmobiles or ATVs as to matters set forth herein. All provisions of other ordinances not relating to matters herein stated apply as equally to snowmobiles or ATVs as to other vehicles. Nothing contained in this chapter shall be construed to change state law, and said laws shall remain in full force and effect. (2011 Code)

7-3-3: DEFINITIONS:  

For the purpose of this chapter, the terms defined in this section shall have the meanings stated:

ALL-TERRAIN VEHICLE OR ATV: Refers to self-propelled trail bikes, minibikes, dirt bikes, mopeds, three-wheelers, four-wheelers, and amphibious vehicles, other than snowmobiles, used at least partially for travel on natural terrain.

COMMISSIONER: The state commissioner of natural resources acting directly or through the commissioner's authorized agent.

NATURAL TERRAIN: Areas other than roadways or driveways (private or public), parking lots and other areas of which the surface has been intentionally modified for motor vehicle operation thereon.

OPERATE: To ride in or on and control the operation of a snowmobile or ATV.

OPERATOR: Every person who operates or is in actual physical control of a snowmobile or ATV.

OWNER: A person, other than a lienholder, having the property in or title to a snowmobile or ATV and entitled to the use or possession thereof.

PERSON: Includes an individual, partnership, corporation, the state and its agencies and subdivisions, and any body of persons, whether incorporated or not.

REGISTER: The act of assigning a registration number to a snowmobile or ATV.

ROADWAY: That portion of a highway improved, designed, or ordinarily used for vehicular travel.

SNOWMOBILE: A self-propelled vehicle designed for travel on snow or ice or on natural terrain steered by wheels, skis or runners and licensed in compliance with state statutes.

STREET OR HIGHWAY: The entire width between boundary lines or any way or place when any part thereof is open to the use of the public, as a matter of right, for the purpose of vehicular traffic. (2011 Code)

7-3-4: OPERATION REGULATIONS:

- A. **Prohibited Hours; Exceptions:** No person shall operate a snowmobile or ATV upon any public property, street, alley, lot, lake or stream within the city between the hours of ten o'clock (10:00) P.M. and six o'clock (6:00) A.M. of the following day; provided, however, that if the snowmobile or ATV is being driven for the purpose of going in the most direct, practicable route possible from a point outside the city limits to the residence of the operator within the city limits, or from the residence of the operator inside the city limits in the most direct, practicable route to a specific destination outside the city limits, then, and for that purpose only, operation of a snowmobile or ATV between the aforesaid hours shall be lawful.
- B. **Operation On Banks Of Highways:** Snowmobiles or ATVs may be operated upon the ditch bottom or outside bank of trunk, county state aid and county highways where such highways are configured within the corporate limits.
- C. **Driving On Roadways:** It is unlawful to drive a snowmobile or ATV on the portion of any right of way of any public highway, street, road, trail or alley used for motor vehicle travel; except, that a snowmobile or ATV may operate upon the most right hand lane of a municipal street or alley and may, in passing or making a left hand turn, operate on other lanes which are used for vehicle traffic in the same direction, for purposes of going to or returning from a nonhighway area of permissible operation, by the most direct route.
- D. **Prohibited Operation:**
 - 1. **On Sidewalks:** No snowmobile or ATV shall be operated at any time whatsoever upon any sidewalk within the corporate limits of the city.
 - 2. **In Parks:** It shall be unlawful to operate a snowmobile or ATV in any city park.
 - 3. **Hurting Or Chasing Animals:** It is unlawful to intentionally drive, chase, run over or kill any animal with a snowmobile or ATV.

4. Established Public Places: In addition to the regulations provided in this subsection, it is unlawful to operate a snowmobile or ATV on any public place where prohibited by order of the city council. The city council shall have the power, by resolution, to prohibit the operation whenever, in its discretion, the same would be likely to produce damage to property or endanger the safety or repose of other persons. The areas shall be appropriately signposted following the enactment of the city resolution, and the prohibition shall become effective upon the posting.

E. Direct Crossing:

1. A snowmobile or ATV may make a direct crossing of a street or highway, except an interstate highway or freeway, provided:
 - a. The crossing is made at an angle of approximately ninety degrees (90°) to the direction of the street or highway and at a place where no obstruction prevents a quick and safe crossing;
 - b. The snowmobile or ATV is brought to a complete stop before crossing the shoulder or main traveled way;
 - c. The driver yields the right of way to all oncoming traffic which constitutes an immediate hazard; and
 - d. In crossing a divided street or highway, the crossing is made only at an intersection of the street or highway with another public street or highway.
2. If the crossing is made between the hours of one-half (1/2) hour after sunset to one-half (1/2) hour before sunrise or in conditions of reduced visibility, the crossing may be made only if both front and rear lights are on.
3. ATVs not licensed as motor vehicles are forbidden to cross highways or streets except when they are pushed across by human power. ATVs, when pushed across highways or streets, shall be subject to all of the regulations of this chapter.

F. Driving Near People And Certain Areas: It is unlawful to operate a snowmobile or ATV within one hundred feet (100') of any pedestrian, fisherman, skating rink or sliding area where the operation would conflict with the use or endanger other persons or property.

G. Compliance With State Law: No snowmobile or ATV shall be operated within the city in violation of the requirements under Minnesota statutes section 84.87, subdivision 1.

H. Unsafe Operation: It shall be unlawful for any person to drive or operate any snowmobile or ATV in the following unsafe or harassing ways:

1. Speed: At a rate of speed greater than reasonable or proper under all surrounding circumstances.
2. Carelessness, Negligence: In a careless, reckless, or negligent manner so as to endanger the person or property of another or to cause injury or damage thereto.
3. Noisy Conditions: In such a manner so as to create loud, unnecessary and excessive noise or in any way which shall unduly disturb the peace and quiet of other persons in the city or in any manner which creates a public nuisance thereby.
4. Lights: Without a lighted headlight and taillight when required for safety.

5. Tree Nurseries: In any tree nursery or planting in a manner which damages or destroys growing stock.
6. Private Property: On private property of another without specific permission of the owner or person in control of said property.
7. Under Influence Of Intoxicants: At any place while under the influence of "alcohol" or a "controlled substance", as those terms are defined in Minnesota statutes. Minnesota statutes section 169A.20, "driving while impaired", is incorporated herein by reference. (2011 Code)

7-3-5: EQUIPMENT REQUIREMENTS:

It is unlawful for any person to operate a snowmobile or ATV to any place within the city unless it is equipped with the following:

- A. Mufflers: Standard mufflers which are properly attached and which reduce the noise of operation of the motor to the minimum necessary for operation (no person shall use a muffler cutout, bypass, straight pipe or similar device on a snowmobile or ATV motor);
- B. Brakes: Brakes adequate to control movement of and to stop and hold the snowmobile or ATV under any condition of operation;
- C. Safety Throttle: A safety or so called "dead man" throttle in operating condition;
- D. Lights: When operated between the hours of one-half ($1/2$) hour after sunset to one-half ($1/2$) hour before sunrise or at a time of reduced visibility, at least one clear lamp attached to the front, with sufficient intensity to reveal persons and vehicles at a distance of at least one hundred feet (100') ahead during the hours of darkness and under normal atmospheric conditions; and the headlamp shall be so aimed that glaring rays are not projected into the eyes of an oncoming snowmobile or ATV operator. It shall also be equipped with at least one red taillamp having a minimum power of sufficient intensity to exhibit a red light plainly visible from a distance of five hundred feet (500') to the rear during the hours of darkness under normal atmospheric conditions; and
- E. Reflective Material: Reflective material at least sixteen (16) square inches on each side, forward of the handlebars or steering device of a snowmobile or ATV and at the highest practicable point of any towed object, as to reflect light at a ninety degree (90°) angle. (2011 Code)

7-3-6: AGE OF OPERATOR:

- A. It is unlawful for any person under the age of fourteen (14) years to operate a snowmobile or ATV on streets and city parks or other public land or on the roadway surface of highways or to make the crossing of a trunk, county state aid or county highway as the operator of a snowmobile or ATV.
- B. A person fourteen (14) years of age or older, but less than eighteen (18) years of age, may operate a snowmobile or ATV, as permitted under this chapter, only if he or she has, in his or her possession, a safety certificate issued by the commissioner of natural resources, driver's license that has a valid snowmobile qualification indicator, or an identification card that has a valid snowmobile qualification.
- C. It is unlawful for the owner of a snowmobile or ATV to permit the snowmobile or ATV to be operated contrary to the provisions of this section. (2011 Code)

7-3-7: EMERGENCIES:

ATV & Golf Cart Use_Research

Page 6 of 7

December 5, 2017

Notwithstanding the prohibition of operating a snowmobile or ATV upon a roadway to the contrary, a snowmobile or ATV may be operated on a public thoroughfare in an emergency during the period of time and at locations where snow upon the roadway renders travel by automobile impractical. (2011 Code)

7-3-8: OBEDIENCE TO POLICE:  

It is unlawful for a snowmobile or ATV operator, having received a visual or audible signal from any law enforcement officer to come to a stop, to operate a snowmobile or ATV in willful or wanton disregard of the signal, to interfere with or endanger the law enforcement officer or any other person or vehicle or to increase his or her speed or attempt to flee or elude the officer. (2011 Code)

7-3-9: LOCKED VEHICLES REQUIRED:  

It is unlawful for any person to leave a snowmobile or ATV on a public place unless he or she shall lock the ignition, remove the key and take the same with him or her. (2011 Code)

7-3-10: COMPLIANCE WITH OTHER LAWS; STATE REGULATIONS ADOPTED:  

City ordinances relating to vehicular traffic shall apply to the operation of snowmobiles and ATVs upon streets and highways within the city; and Minnesota statutes sections 84.81 through 84.91, Minnesota statutes chapters 169 and 169A, and applicable rules and regulations promulgated thereunder by the state departments of natural resources and public safety are hereby adopted by reference except those provisions which by their nature have no application. (2011 Code)

7-3-11: MISDEMEANOR VIOLATION:  

Anyone who violates any provision of this chapter is guilty of misdemeanor and subject to punishment as provided by law. (2011 Code)



601 Main Street
Elko New Market, MN 55054
phone: 952-461-2777 fax: 952-461-2782

MEMORANDUM

TO: PLANNING COMMISSION
FROM: RENEE CHRISTIANSON, COMMUNITY DEVELOPMENT SPECIALIST
RE: FOOD TRUCKS
DATE: DECEMBER 5, 2017

Background / History

Staff recently received an inquiry regarding food truck regulations within the City limits. The City Code does not currently contain regulations specific to food trucks. Under the current code, a food truck vendor would be considered a Transient Merchant, which is defined as:

“A person who temporarily sets up business out of a vehicle, trailer, boxcar, tent, other portable shelter, or empty storefront for the purpose of exposing or displaying for sale, selling or attempting to sell and delivering goods, wares, products, merchandise or other personal property and who does not remain or intend to remain in any one location for more than 14 consecutive days.”

The code requires that a transient merchant license, which is an “annual” license, be obtained. The current fee is \$65. Transient Merchant licensing requirements are not contained within the zoning or subdivision regulations, and therefore, not currently under the purview of the Planning Commission.

Because food trucks are growing in popularity and have begun operating on occasion in Elko New Market, staff suggests that the topic be researched relative to food safety, locations, hours of operation, duration, etc. Many cities have adopted regulations specific to food trucks, while some have chosen not to. Staff’s intent would be to have some research prepared in January. Any potential regulations would like be contained in the business licensing section of the City Code and not the zoning or subdivision regulations.

This information is provided for informational purposes only at this time.



601 Main Street
Elko New Market, MN 55054
phone: 952-461-2777 fax: 952-461-2782

MEMORANDUM

TO: PLANNING COMMISSION
CC:
FROM: RENEE CHRISTIANSON, COMMUNITY DEVELOPMENT SPECIALIST
RE: CITY CODE PERTAINING TO SMALL WIRELESS CELL FACILITIES
DATE: DECEMBER 5, 2017

Background / History

During the 2017 legislative session a new law was enacted that would allow small cell wireless equipment to be placed within public street rights-of-ways. This new legislation allows this equipment to locate on City-owned equipment (i.e. power poles, street lights) or allows for the installation of a 50 foot tall structure within public rights of-ways to support an antenna array. The law is intended to expand broadband service coverage and accelerate delivery of service. This is needed to address the rapidly growing consumer market and new technologies all utilizing the broadband network.

Historically, many city ordinances address large cell sites, but not small cell facilities. With the recent changes to state law, it is recommended that cities work with their attorney to review their ordinances in consideration of the new statutory permit process for the siting of small wireless facilities.

The City Attorney's office is currently reviewing the Elko New Market City Code and recommending amendments to address this new legislation. This memorandum is information for the Planning Commission at this time. It is expected that draft changes to the zoning ordinance would be on the January, 2018 Planning Commission agenda.



CAMPBELL KNUTSON
Professional Association

MEMORANDUM

TO: Elko New Market Mayor and City Councilmembers
FROM: Andrea McDowell Poehler
DATE: December 5, 2017
RE: Small Cell Wireless Communication Facilities

INTRODUCTION

During the recent legislative session, the state adopted new regulations permitting certain wireless data providers to locate facilities (poles, antennae, and related technical support equipment) within the public right of way, subject to specific requirements. These changes were made to require accommodation of “small cell” facilities, rather than the “large cell” facilities that have been prominent in the development of the cellular telecommunications industry.

Much of the regulation of these facilities will be adopted as a part of a Right of Way ordinance within the general City Code – that ordinance is being addressed by the City Council. Certain aspects of these facilities implicate zoning restrictions, particularly where they may be located within residential or historic areas. As such, the City will need to adopt companion zoning amendments, concurrent with the separate adoption of the Right of Way ordinance.

DISCUSSION

The Elko New Market Zoning Ordinance regulates various types of wireless communications facilities in the City, applying to (generally) the use of private lands for these facilities. Recently, the telecommunications industry has been promoting the need to locate certain types of facilities (“small cell”) within public right of way, similar to other utility installations such as electrical or telephone. Most cities resisted the unrestricted use of public right of way for this additional use, for both aesthetic and right of way management reasons.

Concern over the unregulated proliferation of new poles in the right of way was a part of the aesthetic issue. Placement, management, and potential interference with other existing utilities, as well as street lighting, traffic control signage, and other related issues, raised a greater concern. The state legislature eventually passed new legislation that required cities to allow these installations in the public right of way, subject to a few limitations.

Most of those limitations are built into the Right of Way ordinance, mentioned above, as a part of the general City Code. A few, however, relate to zoning ordinance regulation, and as such, separate zoning amendments will need to be considered.

The two aspects of the legislation that most directly impact zoning are as follows:

- (1) The City may require a Conditional Use Permit when such a facility is proposed in right of way that is within a residential zone or an historical district; and
- (2) The City may limit the height of the support structures (poles), but may not establish a maximum height limit of less than 50 feet. Other than the residential and historic areas, the City must consider the “small cell” installation a permitted use in the right of way, subject to certain provisions that allow for lease, permit, and rent requirements.

City staff will bring forward proposed amendments to the zoning ordinance structured to address only those requirements specific to the zoning aspects of the legislation noted above (residential district CUP and height). For all other aspects, the City’s Right of Way ordinance will provide the regulatory requirements. It should be noted that “small-cell” facilities may choose to locate on private property under the current zoning regulations addressing “large cell” facilities.

ACTION

For Information Purposes Only.



601 Main Street
Elko New Market, MN 55054
phone: 952-461-2777 fax: 952-461-2782

MEMORANDUM

TO: CITY COUNCIL & PLANNING COMMISSION
FROM: RENEE CHRISTIANSON, COMMUNITY DEVELOPMENT SPECIALIST
RE: CDA GRANT AWARD – WEST INTERCHANGE AREA AUAR
DATE: DECEMBER 5, 2017

Background / History

The City recently applied for a grant from the Scott County CDA to help offset the cost of completing an AUAR for the area located west of the I35 / CR 2 interchange. The AUAR, along with a wetland delineation and tree inventory, would be completed for all properties owned by the Adelmann family partners. The requested grant amount was \$77,500, which requires matching funds in the amount of \$38,750. The Adelmann family partners have preliminarily agreed to provide the matching funds.

The City was notified on November 29, 2017 that we were awarded the full requested grant amount of \$77,500. If the Adelmans still wish to proceed, the City will enter into an agreement with the Adelmans regarding the grant. Below is a graphic depicting the study area. Including the 2018 grant award, the City will have been awarded \$425,230 from the CDA grant program for economic development related projects (see attached).



CDA - EDI Grants Awarded

Year	Grant Type Awarded	City	Project	Award Amount
2014	Corridor Readiness	Shakopee	CR 83 Corridor Study	\$66,666
2014	Corridor Readiness	Elko New Market	CSAH 2/I-35 SE Quadrant Environmental Study (AUAR)	\$125,000
2014	Corridor Readiness	New Prague	Industrial Park: Traffic Impact Study, Wetland Delineation, ESA 1, and Annexation Survey	\$13,000
			CORRIDOR READINESS TOTAL	\$204,666
2014	Technical Assistance	Belle Plaine	Business Retention Expansion Strategies Program	\$6,000
2014	Technical Assistance	Prior Lake	Downtown Parking Analysis	\$15,000
2014	Technical Assistance	Jordan	Downtown Master Vision Implementation	\$30,000
2014	Technical Assistance	All Cities	Livability Magazine	\$5,837
2014	N/A	SCALE	Dan Patch Study	\$78,497
			TECHNICAL ASSISTANCE TOTAL	\$135,334
			2014 GRAND TOTAL	\$340,000
2015	Corridor Readiness	New Prague	Industrial Park: Platting & Infrastructure Design	\$37,200
2015	Corridor Readiness	Elko New Market	I-35 Utility Extension Preliminary Design Study	\$47,525
2015	Corridor Readiness	Jordan	Southwest Interceptor Project	\$56,150
2015	Corridor Readiness	Scott County	Hwy 169 Frontage Road Study	\$125,000
			CORRIDOR READINESS TOTAL	\$265,875
2015	Technical Assistance	Savage	Hwy 13 Redevelopment Study	\$30,000
2015	Technical Assistance	New Prague	Industrial Park: Shovel Ready Certification	\$1,625
2015	Technical Assistance	Prior Lake	Technology Village Acceleration - Phase III	\$12,500
2015	Technical Assistance	Elko New Market	CSAH 2 Corridor Development Infrastructure Needs Study	\$30,000
			TECHNICAL ASSISTANCE TOTAL	\$74,125
			2015 GRAND TOTAL	\$340,000
2016	Corridor Readiness	Savage	Valley Oil Site Environmental and Geotechnical Assessments	\$26,066.64
2016	Corridor Readiness	Savage	TH 13/Dakota and Yosemite Design Study	\$50,000.00
2016	Corridor Readiness	Belle Plaine	Platting of property within SCALE established transportation corridor: Buesgens	\$11,352.00
2016	Corridor Readiness	Belle Plaine	Feasibility Report: Extension of North Sanitary Interceptor Sewer	\$11,333.00
2016	Corridor Readiness	Jordan	SW Interceptor	\$60,000.00
2016	Corridor Readiness	Jordan	190th/CR 9 Growth Area Traffic Study	\$60,000.00
			CORRIDOR READINESS TOTAL	\$218,752
2016	Technical Assistance	Belle Plaine	Pair Smart Jobs Board application with city website and make accessible from mobile devices - android and IOS platforms	\$4,425.00
2016	Technical Assistance	Elko New Market	I-35 Utility Design	\$28,621.00
2016	Technical Assistance	Elko New Market	City Branding Initiative	\$13,250.00
2016	Technical Assistance	Shakopee	Downtown Shakopee Streetscape and Public Realm Design	\$30,000.00
			TECHNICAL ASSISTANCE TOTAL	\$76,296
			2016 GRAND TOTAL	\$295,048
2017	Corridor Readiness	Savage	Valley Oil Cleanup Grant Writing and ALTA Survey	\$7,048.80
2017	Corridor Readiness	Shakopee	169/69 Jackson Township Corridor	\$125,000.00
2017	Corridor Readiness	Belle Plaine	Phase I Northern sanitary interceptor sewer extension planning and easement acquisition	\$42,200.00
2017	Corridor Readiness	Belle Plaine	Drafting of construction documents for street and municipal utility extension in SCALE established transportation corridor: Buesgens Commercial Center	\$23,100.00
2017	Corridor Readiness	Elko New Market	Interchange Area Design Services	\$103,334.00
			CORRIDOR READINESS TOTAL	\$300,683
			2017 GRAND TOTAL	\$300,683

\$ 347,730.00
+ 77,500.00
= 425,230.00



601 Main Street
Elko New Market, MN 55054
phone: 952-461-2777 fax: 952-461-2782

MEMORANDUM

TO: CITY COUNCIL, PLANNING COMMISSION, EDA & CHAMBER OF COMMERCE
FROM: RENEE CHRISTIANSON, COMMUNITY DEVELOPMENT SPECIALIST
SUBJECT: COMMUNITY DEVELOPMENT UPDATES
DATE: DECEMBER 1, 2017

Background / History

The purpose of this memo is to provide the updates regarding on-going miscellaneous projects and activities being worked on by Community Development staff. Below is a summary of projects that are currently being worked on, inquiries received, and miscellaneous information:

Boulder Heights – The first phase of the development, containing 53 residential lots, received final plat approval on 9.28.17. The City Engineer has signed off of the construction plans and construction is now underway. The developer continues to work on installation of sanitary sewer and water lines as long as weather will permit. The installation of utilities (sewer & water) through the wetland area will be complete this winter.

Christmas Pines – The development received preliminary plat approval in June. The City issued a Notice of Decision on the wetland boundary and type application on 5.18.17. The application for wetland replacement was approved by the City Council on 10.26.17. Staff met with the developer to review outstanding issues and draft development contract on 8.30.17, and an email outlining all outstanding items was sent to the developer on 9.11.17. The City is waiting for revised plan submittals and information from developer. Further movement on the project is in the developer's court.

New Market Bank Addition – The development was approved by the City Council on 8.28.17. The building permit application was issued and a groundbreaking ceremony was held on Thursday, 10.5.17. Construction is underway and expected to take approximately six months. Curbing is installed and the first layer of bituminous is on the parking lot. Framing is underway at this time.

Boulder Pointe 6th Addition – An amendment / restatement of the original PUD / townhome development was approved by the City on 8.24.17. The amendment allows more flexibility for the developers in terms of housing styles, and reduces the required setbacks between the units. Thirteen additional units can be constructed in the townhome development; one home is now under construction. The owner of several lots is also completing some grading work required under the approved subdivision grading plan.

Warren Barsness – An application for wetland boundary and type concurrence, and wetland replacement plan was submitted, but were withdrawn on 8.10.17. Included in the withdrawal notification [email] was indication that the property owner will be working with an engineering company to create grading and concept plans that will be presented to the Planning Commission as part of a PUD concept plan application. As of 10.30.17 no development applications have been submitted to the City. A previous grading permit that allowed the property owners to bring in up to 20,000 yards of fill expired on 10.4.17.

Dakota Acres –The City Council sold 13 platted townhome lots and a 2.1 acre outlot to Syndicated Properties on 10.23.17. Syndicated purchased the property with the intention of constructing approximately 41 rental townhomes. City officials that were previously appointed to the Dakota Acres Board of Directors have since resigned. A homeowner’s association meeting took place on 11/27/17 and a new board was established. The City continues to own a 3.1 acre parcel to the west of the property purchased by Syndicated Properties. There are currently two parties expressing mild interest in the remaining property.

Adelmann – City staff has been working with the Adelmann family to develop a preferred concept development plan for their properties currently located in New Market Township along Co Rd 2, and west of I-35. The consultant has prepared some concept development plans and requested specific land use categories for their property that they presented to the Planning Commission on 10/5/17 and 11/2/17. This project is a result of a CDA grant provided to the City. The Adelmann’s also requested that the City facilitate a second CDA grant application for the 2018 EDI grant program which would allow them to do continued work including an AUAR. The City was recently notified that the grant application was approved for funding.

Pete’s Hill Park – Staff has been regularly communicating with the broker and property owner for this potential residential development project. The project requires annexation of property from New Market Township. A meeting was held on 7.18.17 to discuss annexation, process, and City fee estimates. The wetland boundary and type concurrence applications have been submitted to and approved by the Township. The most recent concept development plan was submitted to the City on 8.9.17 and staff provided revised development fee estimates to the property owner on 8.10.17. The property owner continues to look for a developer to develop the property. Topography, wetlands and trees add to the challenge of developing the property.

Grocery Store Leads – There are no current grocery store or C-store leads/inquiries. Staff received several inquiries in the spring of 2017; activity regarding these leads has ceased, at least for the time being. Staff recently provided market information to the mayor for conveyance to HyVee. Staff is also researching a possible submittal to Aldi.

Coffee Shop – A building permit has been issued for a tenant finish permit in the Joe Friedges strip mall on Church Street. The permit was for a remodel to finish the former Helen’s Café space as a coffee shop. Staff understands that the coffee shop is expected to open in January.

Farmer’s Insurance – A building permit had been issued for a remodel at 541 Main Street and the building is now occupied.

Gift Shop – A new gift shop has opened in the space formerly occupied by the Crowned Cottage, located at 531 Main Street.

Building Permits – The City has issued eleven residential building permits in 2017.

Park I-35 –A proposal for the Park I-35 site has been submitted for the Amazon Headquarters, in conjunction with Scott County. The State of Minnesota submitted multiple sites in the Twin Cities and there were 238 sites submitted across the country. Amazon’s “short list” of sites are expected in early 2018. There have been no active inquiries/leads for the industrial park since the spring of 2017, other than the Amazon Headquarters. Ryan Companies recently indicated that they may be receiving an RFP for the property for a distribution center.



601 Main Street
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phone: 952-461-2777 fax: 952-461-2782

MEMORANDUM

TO: PLANNING COMMISSION
FROM: RENEE CHRISTIANSON, COMMUNITY DEVELOPMENT SPECIALIST
RE: PLANNING COMMISSION TERMS AND EXPECTATIONS
DATE: DECEMBER 5, 2017

Background / History

Because we are approaching the end of the year the City is beginning to evaluate upcoming vacancies in our appointed boards and commissions. In addition to original appointment of terms, the City Council has adopted specific expectations for various board / commission members. The current Planning Commission appointments/terms, and also the expectations are shown below. Please note the educational requirements that are expected of appointed Planning Commissioners in the first year of appointment, and also the first three years of appointment.

The recommended classes (The Basics and Beyond the Basics) referenced in the education expectations are provided by a company called Government Training Service (GTS). Included is a short description of each of the courses, and also a list of other courses provided by GTS. The class schedule for 2018 is not yet published on their website. The City has not been pushing or verifying the education expectations, however, if a commissioner is up for reappointment this is one area that will be evaluated. Staff encourages Commissioners to attend GTS training sessions periodically, as planning philosophies, development design, and state laws regarding land use issues change over time.

Also attached is the original powerpoint which is reviewed with incoming commission members.

[Steve Thompson](#)

Chair

Term: Expires March 31, 2018

[Brad Smith](#)

Vice Chair

Term: Expires March 31, 2018

[Nicole Kruckman](#)

Commission Member

Term: Expires March 31, 2019

[Kent Hartzler](#)

Commission Member

Term: Expires March 31, 2020

[Heather Vetter](#)

Commission Member

Term: Expires March 31, 2020

Expectations

Attend Meetings

- Commissioners shall be prepared to attend the regular Commission meeting and an additional special meeting or workshop each month. However, additional special meetings or workshops may not be scheduled each month.
- Commissioners shall attend at least 75% of the scheduled regular meetings, special meetings and workshops each year.
- Except in cases of emergency or unexpected illness, commissioners shall notify staff of an expected absence at least 7 days prior to the scheduled regular meeting, special meeting or workshop.

Become Educated

- Planning Commissioners are expected to attend "The Basics" training course offered by the Government Training Service (GTS) or another conference/training session approved by the Zoning Administrator within one year of being appointed to the Planning Commission.
- Planning Commissioners are expected to attend the "Beyond the Basics" training course offered by the Government Training Service (GTS) or another conference/training session approved by the Zoning Administrator within three years of being appointed to the Planning Commission.

Expectations (cont'd)

Also:

- # Review items in a "Judicial" manner
- # Work towards consensus
- # Define problems
- # Provide clear recommendations
- # Act as a facilitator
- # Act as a "lightening rod"
- # Remain apolitical
- # Serve as a representative of the Planning Commission to other commissions, task forces, boards and the City Council

Course List Offered By GTS

2017 Program offerings include:

Groundwater and Watershed Planning for a Secure Future
Basics of Planning & Zoning
Beyond the Basics of Planning & Zoning: Variances and More!
Effective Community Engagement for Land Use
Your Role as Planning Commissioner
A Practical Guide for Variances in Shorelands and Floodplains
Managing Risk: Making Sound Planning and Zoning Decisions
Plans That Fit: How Your Small Town Can Build a Comprehensive Plan that is Purposeful, Cost-Effective, and Relevant



(<http://www.mngts.org/>)

Presents...



(<https://www.facebook.com/GTSedevents>)



(<https://www.flickr.com/photos/147482145@N08/>)

2017 Land Use Training & Education Program

(<https://www.linkedin.com/company/gts-educational-events>)



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UPCOMING SESSIONS

SPECIAL SESSIONS

SPONSORS

The Basics of Planning and Zoning

When and Where:

- **Thursday, June 8 - Owatonna**

(<https://www.google.com/maps/place/208+Walnut+Ave+S,+Owatonna,+MN+55060/@44.0834159,-93.2329927,16.25z/data=!4m5!3m4!1s0x8793.2301603>), Owatonna Public Utilities Building, 208 Walnut Ave S.

- **Tuesday, June 13 - St. Paul**

(<https://www.google.com/maps/place/145+University+Ave+W,+St+Paul,+MN+55103/@44.9561027,-93.1086973,17z/data=!3m1!4b1!4m5!3m493.1065086>), The League of MN Cities, 145 University Ave. W.

- **Thursday, June 22 - Little Falls**

(<https://www.google.com/maps/place/405+1st+St+SE,+Little+Falls,+MN+56345/@45.9726957,-94.365067,17z/data=!3m1!4b1!4m5!3m4!1s0x5:94.3628783>), Initiative Foundation, 405 1st St. SE

Time: 9:00 am - 4:00 pm (Check-in begins at 8:30 am)

Fee: \$150 (includes lunch and materials)

This workshop covers the nuts & bolts of planning, zoning & subdivision regulation. Participants will learn how planning and zoning is developed, where they fit into the process, and how the different "players" can maximize their impact. Among topics to be addressed are:

- The history, how the system has gotten to where it is today, the authority and limits to planning and zoning, and the connection to public health
- The basic land use and zoning tools: comprehensive plans, zoning and subdivision ordinances, amendments, permits, enforcement
- Legal basics: avoiding litigation, what is "due process," what is a taking, conducting public hearings, making findings of fact, and the 60-day rule
- Who participates in the planning & zoning process; YOUR role, responsibilities and opportunities
- Hands-on simulations of actual planning and zoning dilemmas
- Hot issues, answers to your questions

Audience: Designed for those new to land use planning or interested in a review of the fundamentals.

REGISTER (<https://www.regonline.com/2017landuse>)

Presenters:

Anita Archambeau has been with the City of Sartell since 2003. She is currently its Community Development/Assistant City Administrator. In this position Anita plans, organizes and implements programs and activities to accomplish established city goals relating to planning, zoning and economic development. She also provides primary staff support to the city's Planning Commission and Economic Development Commission. Prior to joining the Sartell staff Anita was a consulting planner for Dahlgren, Shardlow and Uban and also served planner for the cities of Ramsey and Oakdale. Anita received a master's degree in urban planning from Minnesota State University, Mankato and is currently completing the requirements to obtain a Doctorate Degree in Public Administration from Hamline University in St. Paul.

Michael Couri is a partner with the law firm of Couri & Ruppe located in St. Michael. Couri & Ruppe represents nine cities and 180 townships throughout the State. Mike received his law degree from the University of Illinois in 1988. He has been practicing in municipal law for 25 years and is currently the City Attorney for the cities of Albertville, Avon, Howard Lake, Rice Lake, Rockford and St. Augusta. Mike has recently served as President of the Minnesota City Attorneys Association.

↩ [Return to Land Use Training & Education Program home page \(index.php\)](#)



(<http://www.mngts.org/>)

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(<https://www.facebook.com/GTSedevents>)



(<https://www.flickr.com/photos/147482145@N08/>)

2017 Land Use Training & Education Program

(<https://www.linkedin.com/company/gts-educational-events>)



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[UPCOMING SESSIONS](#)

[SPECIAL SESSIONS](#)

[SPONSORS](#)

Beyond the Basics of Planning & Zoning: Variances and More!

When and Where:

- **Thursday, July 6 - St. Paul**

(<https://www.google.com/maps/place/145+University+Ave+W,+St+Paul,+MN+55103/@44.9561027,-93.1086973,17z/data=!3m1!4m5!3m4!93.1065086>), The League of MN Cities, 145 University Ave. W.

- **Monday, July 17 - Owatonna**

(<https://www.google.com/maps/place/208+Walnut+Ave+S,+Owatonna,+MN+55060/@44.0834159,-93.2329927,16.25z/data=!4m5!3m4!1s0x8793.2301603>), Owatonna Public Utilities Building, 208 Walnut Ave S.

- **Thursday, July 20 - Little Falls**

(<https://www.google.com/maps/place/405+1st+St+SE,+Little+Falls,+MN+56345/@45.9726957,-94.365067,17z/data=!3m1!4m5!3m4!1s0x5:94.3628783>), Initiative Foundation, 405 1st St. SE

Time: All sessions will be held from 9:00 am - 4:00 pm (Check-in begins at 8:30 am)

Fee: \$150 (includes lunch and materials)

Participants learn how planning and zoning tools are used to deal with a wide variety of development issues influencing a community's built environment. The complexities of variances are a major focus. Presenters cover the what, when, and why (complete with "how-tos" and "how-not-tos") with numerous examples and case studies.

- Quick review: History of planning, comprehensive planning, zoning tools, and public health
- Innovative ways to guide land use and development, from PUDs and performance zoning to design guidelines and "cutting edge" applications
- Sustainability-what it is and how to apply sustainable principles to planning and zoning
- The environmental review process-EAWs, EISs, and AUARDS: tools to expedite careful review of complex projects
- Detailed discussion of zoning tools to handle various development, health, and social issues
- Legal issues more in depth: How to implement the comprehensive plan via zoning and subdivision ordinances? What to require for variances? When to grant conditional uses? When to use interim use permits? How to treat nonconforming uses? When to require easements?
- Case studies-actual urban, suburban and rural situations
- Answers to your questions on community zoning issues

Audience: Those who have a solid general knowledge of the planning process (1-2 years on the council, board or zoning/planning commission).

REGISTER (<https://www.regonline.com/2017landuse>)

Presenters:

Phil Carlson has consulted on planning issues for over 35 years with the St. Paul firm Stantec (formerly Bonestroo and DSU). He has helped prepare comprehensive plans, neighborhood plans, corridor studies, brownfield redevelopment plans and zoning ordinances for numerous communities in the region, including Burnsville, Blaine, Vadnais Heights, St. Cloud, Alexandria, Baxter, Green Bay, Wisconsin, Minot, North Dakota and Marshalltown, Iowa. He prepared some of the region's first form-based codes, including Burnsville's Heart of the City and West St. Paul's Robert Street corridor. He is frequently called as an expert witness in planning and zoning cases.

Kori Land is a shareholder at LeVander, Gillen & Miller, located in South St. Paul, Minnesota. She is the City Attorney for the cities of West St. Paul, South St. Paul, Cottage Grove and Randolph. Ms. Land is the Chair of her Firm's Municipal Practice Group, a past president of the Minnesota City Attorneys' Association and a frequent speaker for newly elected officials and land use training seminars.

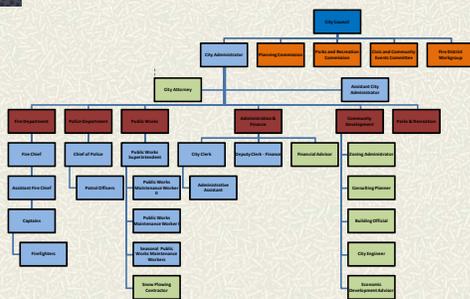
Planning Commissioner Orientation

April 15, 2013

Overview

- # Introductions
- # The City: Council, Commission and Staff
- # The Role of the Planning Commissioner
- # The Role of Staff
- # Planning Tools
- # The Agenda

The City of New Market



The Planning Commission

- # Organization
- # Duties and Responsibilities
- # Expectations

Planning Commission Organization

- # 5 Members
 - 3 Year Terms
 - Appointed
 - Serve at the will of the City Council
- # Officers
 - Chair
 - Vice-Chair
- # Meetings
 - 1st Wednesday of each month
 - Additional workshops, special meetings, training

Planning Commission Duties & Responsibilities

- # Advise the City Council on land use issues and applications.
- # Review subdivision and development proposals.
- # Review proposed zoning changes.
- # Hold public hearings on planning and zoning related applications and issues.
- # Review and initiate updates of Comprehensive Plan, Subdivision Ordinance and Zoning Ordinance.
- # Develop studies and plans as directed by the City Council

Expectations

- # Attend Meetings
 - Commissioners shall be prepared to attend the regular Commission meeting and an additional special meeting or workshop each month. However, additional special meetings or workshops may not be scheduled each month.
 - Commissioners shall attend at least 75% of the scheduled regular meetings, special meetings and workshops each year.
 - Except in cases of emergency or unexpected illness, commissioners shall notify staff of an expected absence at least 7 days prior to the scheduled regular meeting, special meeting or workshop.
- # Become Educated
 - Planning Commissioners are expected to attend "The Basics" training course offered by the Government Training Service (GTS) or another conference/training session approved by the Zoning Administrator within one year of being appointed to the Planning Commission.
 - Planning Commissioners are expected to attend the "Beyond the Basics" training course offered by the Government Training Service (GTS) or another conference/training session approved by the Zoning Administrator within three years of being appointed to the Planning Commission.

Expectations (cont'd)

- Also:
- # Review items in a "Judicial" manner
 - # Work towards consensus
 - # Define problems
 - # Provide clear recommendations
 - # Act as a facilitator
 - # Act as a "lightening rod"
 - # Remain apolitical
 - # Serve as a representative of the Planning Commission to other commissions, task forces, boards and the City Council

Ethics

- # Conflict of Interest
 - Conflict of interest can occur when an elected or appointed official is making decisions in situations where personal involvement, gain or financial benefit exist for the decision-maker
 - The appearance of a conflict of interest can be as damaging as an actual conflict of interest
 - Disclosure
 - Abstention

Staff

- # Process zoning applications
- # Collect background data and analyze proposals
- # Prepare reports for Planning Commission
- # Make presentations to Planning Commission
- # Provide technical assistance to Planning Commission
- # Provide recommendations as appropriate

Planning Tools

- # Comprehensive Plan
- # Subdivision Ordinance
- # Zoning Ordinance

Comprehensive Plan

- # Establishes the community's vision
- # Statement of public policy and objectives
- # Used as a guide for making land use changes, implementing ordinances, preparing capital improvement programs, and directing the rate, timing and location of future growth.

Regulatory Tools

The regulatory tools serve as the mechanisms for implementing the Comprehensive Plan.

- ✦ Subdivision Ordinance
 - Regulates division of land
 - Standards determine the "look" of new development and maintain the same in existing development.
- ✦ Zoning Ordinance
 - Regulates the use of land
 - Consists of both text and maps
 - Organized by zoning districts

The Agenda

- ✦ The Planning Year runs January through December and is divided into Planning Months.
- ✦ The Monthly Agenda directs the Planning Commission activity for that month.
- ✦ The typical monthly meeting agenda consists of the following:
 - Public Hearings
 - Variances
 - Conditional Use Permits
 - Preliminary Plats
 - General Business
 - Concept Plan Review
 - Site Plans
 - Studies
 - Other Planning items that require action by the Planning Commission, but do not require a public hearing
 - Discussion Items

The Application Process

- ✦ Submit application materials
- ✦ Staff review
- ✦ Staff report
- ✦ Deliver Planning Commission packet
- ✦ Hold public hearing at Planning Commission meeting
- ✦ Planning Commission recommendation to City Council
- ✦ Decision by City Council at next City Council meeting

Land Use Applications

- ✦ Typical land use applications include:
 - Variances
 - Conditional Use Permits (CUP)
 - Simple Property Subdivisions
 - Preliminary and Final Plats
 - Rezoning
 - Annexation
 - Comprehensive Plan Amendments

Variances

- ✦ An exception to the provisions of the Zoning or Subdivision Ordinance
- ✦ Can not be granted for the use of the land
- ✦ Must demonstrate "undue hardship". An undue hardship means more than an ordinary inconvenience or difficulty.
 - Property can not be put to a *reasonable* use
 - The plight of the land owner is unique to the property and not created by the land owner
 - Granting the variance will not alter the essential character of the locality
 - Economic considerations alone shall not constitute an undue hardship

Conditional Use Permit

Used to address the problems that arise when certain uses that are generally compatible with other use in a given zoning district should not be permitted to locate there as a matter of right, due to hazards or problems inherent in the use. Allows the City to review certain proposed uses on a case by case basis and place specific conditions on the use to mitigate hazards or problems inherent in the use. City is not required to approve a conditional use.

Zoning Amendment

A change to either the text (amendment) or official map (rezoning) of the zoning ordinance.

The Packet

The Packet will contain the following materials:

- # Agenda
- # Minutes of last meeting
- # Reports
- # Informational Materials

The Packets are typically delivered the Friday prior to the Planning Commission meeting.

The Report

Staff Report

- Background
- Analysis
- Staff recommendation (if appropriate)
- Additional Materials
 - Ordinance
 - Memorandums
 - Maps
 - Plans

General Information

- # Past Development
- # Growth Areas
- # MetCouncil Sewer Line
- # Capital Improvement Plan
 - Trail Projects
 - Public Works Facility
 - Water Treatment Plant

Projects In Progress & Future Projects

- # I-35 Corridor Evaluation & Comp Plan Update
(based on recommendations from the Economic Development Strategic and Action Plan)
- # CR 2 & 91 Access/Roundabout Plan (Gateway Proj)
- # Firm Ground Senior Housing / Market Village
- # IMEDC Minnesota Speedway Park
- # Market Place: Northfield Clinic & N.M. Bank
- # Undeveloped PUDs
(Pheasant Hills, Fairway Ridge, and Eagle View Estates)
- # Acquiring Strategic Properties (421 St Joseph Street)