



COMMUNITY DEVELOPMENT COMMITTEE

MINUTES

4:00 PM January 10, 2024
2nd Floor Conference Room, City Hall

1. ROLL CALL

City Council Members: Gary Bode, Brent Lenssen, Kyle Strengtholt, Mayor
Scott Korthuis, Lee Beld

Staff: John Williams, Heidi Gudde, Ted Brouwer

2. APPROVAL OF MINUTES

- Community Development Committee Meeting Minutes of 12/5/23 approved as presented.

3. DISCUSSION ITEMS

- a. Selection of a 2024 Committee Chair. The committee selected Brent Lenssen as chair.
- b. **Res. 24-1088 Update to the Adopted Building Valuation Data table and Res 24-1089 Unified Fee Schedule Review.** Gudde covered the highlights of these two resolutions. Both documents have been included in the Council packets in the past but the committee meeting was a good opportunity to discuss before final approval.

Bode asked about the fee in-lieu of downtown parking and if the Council which was proposed to increase to \$8900 based on market rate of creating parking. The Committee asked if this included the value of the property. Gudde stated that it represented the cost of construction of a small to medium parking lot. It did not include the value of the underlying land.

Conclusions: The Committee proposed that the parking fee that could, with Council approval, be paid in lieu of providing parking in the HBD be adjusted to \$11,000 so that it would reflect at least a portion of the value of the property.

Gudde will work with finance to confirm the existence of or create the fund for the downtown parking fee that is described in the downtown parking

exemption in LMC 19.51. Strengholt suggested this issue of the parking fund also be brought to the attention of the Finance Committee.

c. **Ord 23-1680 Civil Penalties Code Update – Amending LMC 1-3, 5, 8-10, 12, 13, 15-19.**

Recent updates were highlighted. The newest revision removed non-deferrable, non-suspend-able. Reworked dec of public nuisance City engineer reference. Right of entry revisions. Provisions related to enforcement officials with appropriate identification. Reducing or waiving monetary penalties. Hearing examiner's ability to reduce or waive penalties also updated.

The Committee reviewed who had the authority to cite violations.

Conclusions: Final version to go to Council for approval on January 16.

d. **Pepin Sub-Area Transportation Network Revisions.** Lenssen covered with the committee some of the concerns that he had heard related to the transportation network. Gudde introduced a sketch which realigned Pepin Parkway to address some of these concerns. This layout strives to:

- Provide better access to more properties within the subarea.
- Provide a better location for the deep sewer line.
- Remove a curve to create a more direct arterial roadway.
- Reduce conflict with the airport by shifting it farther from the end of the runway.
- Provide Benson Park with a secondary access point.

Gudde noted that Transpo, our transportation consultant, was reviewing roadway network obligations of each property in the subarea to ensure that logical connections are made. They are also reviewing a couple of critical intersections in the plan to recommend the best design. If the Committee recommended the revision to the parkway then Gudde intended to document this change with a Resolution of Intent so that staff could proceed with design work under this new configuration. The update will appear as an amendment to the Pepin Creek Subarea Plan and the Transportation Element with the 2025 Comp Plan update.

Conclusions: The committee recommended the shift agreeing that it provided better access for more property owners to an arterial roadway.

e. **Text Amendment to LMC 19.33 – Sign Code Revisions**

Legal scrub items described by Gudde that discussed the substitution clause, exclusionary clause, temporary signs and political speech, special exemptions, solving off-premises signs. She indicated that it would be critical to remove language that gave certain users exceptions that were not provided to other users or exceptions based on the content / language of the sign.

Lenssen mentioned some areas of concern that were discussed by the committee:

- Temporary signs.
- Feather signs.
- Sandwich board signs. Committee
- Billboards.
- Neon signs and LED signs replicating neon.
- DRB – allow a waiver to sign criteria.
- Light pollution to the point of unsafe roadway conditions as a concern.

Conclusions: The committee will review the draft changes and consider any change to sign policy and enforcement strategies that might be beneficial additions to the code. Staff will research limitations on lumens for digital signs and consider wording that would allow neon-like tube signs as this has been recently requested by the downtown museum.

4. INFORMATIONAL ITEMS

- a. Review of Contracts with Department of Commerce. Staff noted that the draft contracts provided to the committee were nearing a final form. These outline how the grant funds can be accessed by the City as well as the obligations that we have to fulfill. Staff will likely be bringing the final contracts to the Council in early March.

- Growth Management Act Periodic Update Grant
- 2023-2025 Climate Planning Grant

Next Meeting Date: February 21, 2024