



**CITY COUNCIL WORK SESSION AGENDA
MONDAY, JULY 10, 2023**

SPRING LAKE PARK CITY HALL, 1301 81ST AVE. NE at 5:35 PM

- 1. CALL TO ORDER**
- 2. DISCUSSION ITEMS**
 - A. Minnesota GreenStep Cities Discussion (*Goodboe-Bisschoff/Moran*)
 - B. Hybrid Code Enforcement Approach Discussion (*Morris*)
 - C. Cannabis Ordinance Update Discussion (*Buchholtz*)
 - D. Concept Plan Discussion - SE Corner of CSAH 10 & Spring Lake Park Road (*Buchholtz*)
- 3. REPORT**
 - A. Council Reports
 - B. Administrator Report
- 4. ADJOURN**

Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the City Clerk at 1301 81st Avenue NE, Spring Lake Park, MN 55432. Ph.763-784-6491 at least 48 hours in advance.



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: July 6, 2023

Subject: GreenStep Cities participation discussion

Councilmembers Goodboe-Bisschoff and Moran asked that the City Council discuss potential participation in the Minnesota GreenStep City program.

Minnesota GreenStep Cities is a voluntary challenge, assistance and recognition program that provides a framework to help cities achieve their economic, environmental and quality of life goals. This free continuous improvement program, managed by a public-private partnership, is based on 29 best practices. Each best practice can be implemented by completing one or more actions at a 1, 2 or 3-star level, from a list of four to eight actions. These actions are tailored to all Minnesota cities, focus on cost savings and energy use reduction, and encourage civic innovation.

There are a variety of benefits in becoming a GreenStep City.

- Is a continuous improvement pathway for cities to "go green," becoming more sustainable and resilient.
- Will save city staff time in researching proven, cost-effective actions for cutting energy use, decreasing the city's carbon footprint, and accomplishing other sustainability goals that exceed regulatory requirements
- Will save cities money and deliver a stream of multiple environmental, social and financial benefits; will help cities explore how to spend the same amount of money smarter.
- Provides over 4,000 reports on how Minnesota cities are taking action, making it easy to learn from and contact peer cities so as to jump-start actions in your own city.
- Opens up special opportunities for funding and technical assistance, available mostly to GreenStep cities because the GreenStep program focuses on existing GreenStep cities.
- Positions a city to more easily apply for competitive grant and assistance programs.
- Provides leadership and action roles for community members, businesses and institutions so as to stretch limited city funds and strengthen a civic culture of engagement and innovation. Continuously prompts program participants - like an exercise coach would! - to maximize opportunities to accelerate sustainability actions.
- Provides public recognition of the good work being done by Minnesota cities.

Staff has included further information on the program with this memorandum.

If you have any questions, please do not hesitate to contact me at 763-784-6491.



MINNESOTA
GREENSTEP CITIES

About Us

History and development

During fall 2007, Minnesota's Clean Energy Resource Teams (CERTs) held regional listening sessions around the state to discuss community-based energy opportunities and the state's Next Generation Energy Act of 2007. The idea was raised of creating a sustainable cities program, free to cities, that would challenge, assist and recognize cities that were "green stars." This idea was taken up by the 2008 Legislature, which directed the MPCA, the Division of Energy Resources at the Minnesota Department of Commerce, and CERTs to recommend actions cities could take on a voluntary basis (see the report to the Minnesota Legislature).



Representatives from dozens of cities, non-profit organizations, the University of MN, businesses and state government agencies provided the outline for what has been developed as the Minnesota GreenStep Cities program, which began in June 2010. As a non-regulatory program, GreenStep learns from Minnesota cities and assistance providers, and continually refines the best practice actions and the resources for taking action. The program also benefits from contact with over fifteen other GreenStep-like programs across the nation, and helped create the national Sustainable States Network in 2015.

The GreenStep Cities Steering Committee adopted this Racial Equity and Inclusion Statement in 2020:

The GreenStep Cities program supports Minnesota communities in building resilient and inclusive communities that meet the needs of Black, Indigenous, people of color and other populations historically harmed by environmental injustice and the disparities that result from exclusionary practices.

Accomplishments

Learn more about the programs accomplishments and city reflections:

- Annual Program Report, 2022
- Annual Recognition: See new step accomplishments, notable actions and metrics, and more
- Video: GreenStep Cities - Decade of Growth
- Infographic *10 Years of GreenStep Impacts & Accomplishments*
- Read city stories in the Community Highlight series
- Video: City Reflections on 10-Years



Strategic Plans

- 2020 Strategic Plan (PDF): Includes information and background about the GreenStep Cities program, recent initiatives focused on climate and equity, stakeholder feedback, as well as recommendations, priorities, and strategies for the future of the GreenStep Cities program.
- Green STEP Into the Future Report (and 2-page summary): Leveraging the value of sustainability challenge, assistance, and recognition programs - A report of the GreenStep Cities, Tribal Nations, and Schools programs and a discussion on ways to expand outreach and impacts.





Program Awards

In May 2012 the GreenStep Cities program received awards in the categories of Sustainable Communities and 2012 Partnership of the Year from the Minnesota organization Environmental Initiative. The awards honor partnerships, inspire other organizations to create similar projects, and encourage collaborative approaches to environmental problem solving. Over 340 attendees at the awards dinner voted among the 15 finalists nominated for the 2012 Partnership of the Year.



In 2016 the Humphrey Institute School of Public Affairs at the University of Minnesota presented GreenStep with a State Government Innovation Award: one of ten awards to recognize state government entities engaged in innovation and service redesign.

Partner organizations

Of the organizations that created the 2009 report to the Legislature, this working group below meets monthly as the GreenStep Cities steering committee, contributing time and funding to implement the GreenStep Cities program.



Minnesota Pollution Control
Agency
Rick Patraw, Section Manager,
Sustainability
and Environmental Assistance
Rick.patraw@state.mn.us
651/757-2640



Great Plains Institute
Lola Schoenrich, Vice-President,
Communities
lschoenrich@gpisd.net
612/278-7154



Clean Energy Resource Teams
Melissa , Statewide
Coordinator
Pawl0048@umn.edu
612/624-2293



Urban Land Institute Minnesota
Peter Lindstrom
plindstr@umn.edu
612-625-9634



League of Minnesota Cities
Don Reeder, Public Relations
Manager
dreeder@lmc.org
651/215-4031



Izaak Walton League -
Minnesota Division
Jill Crafton
jillgreatlakesike@gmail.com
952/944-5583



Minnesota Dept. of Commerce,
Division of Energy Resources
Kari Moeller, Energy Market
Transformation Team
Supervisor
kari.moeller@state.mn.us
651-539-1889



Rethos: Places Reimagined
Erin Hanafin Berg, Director of
Outreach and Policy
Erin@rethos.org
651-293-9047



Minnesota Environmental
Quality Board
EQB Representative
info.EQB@state.mn.us
651-757-2873

Program funders

In addition to staff time and funding contributed by the state agencies above to work on the GreenStep program, the partner organizations contribute valuable time and expertise.

Partner programs

The Minnesota GreenStep Tribal Nations program, launched in 2014 as a pilot program to the GreenStep Cities program, is a free and voluntary statewide best practices framework, community of practice, and recognition program for tribal nations and communities located in Minnesota to reduce environmental impact and costs, and improve health and well-being of tribal members and staff.

The Minnesota GreenStep Schools program, launched in 2020, is a free and voluntary statewide best practices framework, community of practice, and recognition program for public and private K-12 schools and districts to reduce environmental impact and costs, improve health and well-being of students and staff, and provide effective environmental and sustainability education.



MINNESOTA
GREENSTEP
PROGRAM

Frequently Asked Questions

What are the benefits of joining the GreenStep program and implementing its best practices?

The answers to this question will be different for different cities, but here are the key points we have heard from GreenStep cities and around which we have designed the program. The GreenStep program:

- **Is a continuous improvement pathway** for cities to "go green," becoming more sustainable and resilient.
- **Will save city staff time** in researching proven, cost-effective actions for cutting energy use, decreasing the city's carbon footprint, and accomplishing other sustainability goals that exceed regulatory requirements. Information on and an Advisor for how to complete 170 actions - in the best practice groups of buildings, land use, transportation, environment, and economic/community development - is continuously updated with Minnesota-specific information.
- **Will save cities** money and deliver a stream of multiple environmental, social and financial benefits; will help cities explore how to spend the same amount of money smarter.
- **Is a home-grown, independent program tailored to Minnesota cities** and provides maximum flexibility and total control and choice in how to implement a proven best practice.
- **Provides over 4,000 reports** on how Minnesota cities are taking action, making it easy to learn from and contact peer cities so as to jump-start

actions in your own city.

- **Opens up special opportunities** for funding and technical assistance, available mostly to GreenStep cities because the GreenStep program focuses on existing GreenStep cities.
- **Positions a city** to more easily apply for competitive grant and assistance programs.
- **Maps out how to follow-through** on the various commitments cities may have made, such as Tree City USA, the U.S. Mayors Climate Protection Agreement (signed by over 40 Minnesota cities), and on the Minnesota Legislature's aggressive Next Generation Energy Act.
- **Provides leadership and action roles for community** members, businesses and institutions so as to stretch limited city funds and strengthen a civic culture of engagement and innovation. We encourage cities to use student interns to help enter best practice action reports on the GreenStep web site, and have an intern manual to make this easier.
- **Continuously prompts** program participants - like an exercise coach would! - to maximize opportunities to accelerate sustainability actions.
- **Provides public recognition** of the good work being done by Minnesota cities.

What recognition is there for a GreenStep City?

- **Annual peer recognition** at the June conference of the League of Minnesota Cities.
- **Annual \$1,000** LMC/GSC Sustainable City Award.
- **Your city's accomplishments will be visible** on the GreenStep web site, the most comprehensive web site in Minnesota devoted to city sustainability.
- **Artwork and recognition materials** (logos, sample press releases, road signs).
- **Five steps of recognition:**

- **Step One:** for cities that have passed a city council resolution to work on implementing best practices of their own choice and at their own pace.
- **Step Two:** for cities that have implemented any 4, 6 or 8 best practices (depending on city Category/city capacity).
- **Step Three:** for cities that have implemented an additional 4, 6 or 8 best practices (depending on city Category) and completed a handful of specific high-impact actions - this can take between one and a few years.
- **Step Four:** for cities that report (by May 1st), for the previous calendar year, between 7 and 10 core city performance metrics and 5, 3, or no (depending on city Category) additional metrics of their choice.
- **Step Five:** for cities that report improvement in a minimum number of metrics.

How does the GreenStep program define sustainability; what's the vision?

Defining the state or condition of sustainability in a city, and the city process of and accomplishments from moving toward greater sustainability - sustainable development - is best done by each city. That said, much has been written about sustainability since the 1980s. For an excellent overview, and a discussion of resilience, see *Sustainable Development and Its Discontents* (Dernbach & Cheever: 2015). GreenStep suggests, as a starting point, that cities consider the MPCA's page "What makes a community sustainable?" and the definition and policy language adopted by the League of Minnesota Cities (click on the latest policy document and find Sustainable Development under Improving Service Delivery).

The GreenStep program, being based in a state environmental agency, focuses on environmental sustainability but clearly weaves in economic and social issues as well. The city performance metrics of Steps 4 and 5 include a few economic

and social sustainability measures but cities are encouraged to develop measures of their own to fully flesh out measurement in these other two core areas of sustainability.

The program vision of Minnesota GreenStep Cities is that environmental sustainability becomes the norm for all Minnesota cities. By norm we mean an accepted standard or way of thinking and doing things that most people agree with. Norms tend to take hold and spread when 15-20% of the 'target population' adopt them. Depending on how you categorize the 125+ GreenStep cities - by geographic region, size cohorts - GreenStep feels we are making a measurable contribution to making sustainability the norm in Minnesota cities.

What if my city or Tribal Nation is collaborating with townships, the county or a school district?

The GreenStep Cities program recognizes best practice actions taken by and catalyzed by city government and occurring within city limits. We also want to capture actions taken by collaborating entities - townships, the county, and a school/school district. If your city is working with one or more of these entities, let us know by listing (when you register on the web site) the county, township(s) by name and/or the school/school district with whom you are working to implement best practices that affect territory within and outside of the city proper.

Several Tribal Nations in Minnesota have joined the GreenStep program under a GreenStep Tribal Nations pilot program and are reporting completion of actions within their boundaries, in which are townships, cities and counties. GreenStep actions are generally not a perfect fit for the tribal context, but we welcome Tribes to interpret the actions liberally and to use the web site to report accomplishments.

What are the city Categories and why have them?

Cities with greater capacity for making civic improvements are able to implement more best practices and more difficult actions, and are thus challenged under the GreenStep program to do so in order to receive the same Step level recognition as lower-capacity cities. City capacity is not tightly tied to city population however: a small city in the Twin Cities metro area for example benefits, by taking no action themselves, from access to existing regional systems such as transit, wastewater, water and storm water that a city with the same population in Greater Minnesota does not. So the GreenStep program has each city complete a simple 10-question spreadsheet to determine their city Category. In general:

- **Category C** cities have no or only a handful of city buildings and staff
- **Category B** cities have city buildings and staff, maintain roads, and have a public works and planning/development department
- **Category A** cities are within a metro area or serve as a regional economic and service center. They are served by regular transit routes and have distinct commercial and industrial areas.

If the spreadsheet classifies your city in a Category that does not seem fair or make sense to you, please contact the GreenStep Cities program coordinator.

May my city claim credit for best practice actions completed years ago?

Yes. Those actions contributed to greater sustainability in your city and the public should know about them. We think most cities will be pretty close to being recognized at Step Two once they log on to the web site and post information about best practices implemented before they joined GreenStep. The only caveat to claiming credit for previous actions taken is that if the action

is an ongoing action - for example, qualify as a Tree City USA, or purchase 15% of city energy requirements from renewable energy sources, or limit barriers to higher density by code - the city must currently be qualifying for, funding, staffing or keeping in force those actions. GreenStep staff at the MPCA do not routinely check/verify that a city action is indeed ongoing. Rather, we expect that over the years each city will periodically update their previously submitted actions. Readers will know this by then seeing a more recent "Date of last report update."

Are there different types and difficulty levels of actions?

Actions are of four types, corresponding to the typical tools a city uses to make civic improvements:

- **Changes in city policy**, ordinances, regulations, incentives
- **Investments** of financial capital or a commitment to funding operating costs
- **Development and staffing** of city assistance programs - financial, informational, educational
- **Collaboration** with and leveraging the resources of others, such as business groups, civic groups, schools and the county

Most best practices have actions of all four types and actions that range from easier to more difficult. All actions have three completion levels: good, better, best. Actions completed at a good level tend to be easier, and actions completed at a best level tend to be more difficult (for example, requiring greater investment, requiring measurement, greater political will). But easy and difficult differ among cities: a best-level completion of an action in one city may be easy and in another city it may be more difficult. Overall, GreenStep provides a wide range of actions that are doable for Category B and C cities.

A handful of actions are ones that schools and businesses in your city could take, with or without city involvement but for which a city can claim credit, as these actions represent greater sustainability within your community and should

be known by the public and others wishing to emulate them.

What do the blue stars mean?

One, two or three blue stars show up in several places on the GreenStep web site. They denote a city's completion of a best practice action at a **"good" (1-star) level, "better" (2-star),** or **"best" (3-star) level.** Cities self-report how they have completed an action, and GreenStep Cities staff mark each action (in consultation with the city) as complete at a 1-, 2- or 3-star level. Guidance for what constitutes completion at different star levels is found on the web site by clicking on the text of a best practice action and viewing the Star-level Examples tab. These Examples provide more detail than is included in the action text, and sometimes clarifies that a city need do only one part of an action to have their work marked as complete at a 1, 2 or 3-star level.

The **Star-level Examples** are rarely absolute criteria for achievement of a star level for a particular action a city has completed. This is because this guidance is continually being refined as cities report more actions, and report actions in more creative/unanticipated ways. Cities are encouraged to attempt to complete an action at a 2- or 3-star level, but completion of all actions at a 1-star level is sufficient for cities that are recognized as Step Two and Step Three cities.

The word **"Pending"** by a city action report means that the GreenStep Cities program staff have not yet read and assigned a completion/star level to the action report. The phrase **"Not rated"** for an action report means either the action report falls short of a 1-star rating, or for a very few actions, the city report is for an action that has changed (but the old city report under the old action remains) and has been replaced with the current action.

Why are a handful of specific best practices and specific actions part of Step Three recognition?

Cities are recognized at Step Two upon implementation of any 4, 6 or 8 (depending on their city Category) best practices. Some cities choose to continue implementing best practices - for example, drilling down and focusing on all the actions that relate specifically to city operations - and remain active at Step Two. To be recognized at Step Three, the GreenStep program thinks several diverse best practices are essential to greater sustainability within city limits, and some/all (depending on city Category) of these core, high-impact best practices must be implemented by cities in order to be recognized as a Step Three GreenStep City. Think of them as college distribution requirements that ensure a student rounds out their education. Implementing these best practices will:

- **Make your buildings more** energy-efficient, healthier, and cheaper to operate
- **Make land use regulations** legally defensible and publicly supported
- **Make moving around** the city possible, pleasant, free and healthful without always using a car
- **Save money** and cut energy use by smarter city purchasing
- **Expand the urban tree canopy**, delivering a stream of multiple financial, environmental and quality of life benefits
- **Exceed storm water requirements** and mitigate cost liabilities at a cheaper long-term cost
- **Provide community members** with engagement options and a scorecard of city performance
- **Increase the city tax base** by strengthening local businesses
- **Make your community more resilient** to a changing climate

Within these high-impact best practices - as is the case for almost all the best practices - cities mostly have a choice as to which specific action or actions to complete in order to claim credit for implementing that best practice. **The**

minimum number of best practices (BPs) and actions cities complete in order to be recognized at Step Three are as follows:

- **Category A cities:** 10 specific BPs; 9 specific actions; 27 actions in total
- **Category B cities:** 7 specific BPs; 7 specific actions; 18 actions in total
- **Category C cities:** 4 specific BPs; 4 specific actions; 9 actions in total

What if my city has done/wants to do an action not on the list?

As cities have reported accomplishments that fit within the 29 best practices but which are not clearly defined in an action, the Star guidance, and sometimes an existing action, has been modified to allow cities to take credit. In a few instances an entirely new action has been created. Feel free to contact the GreenStep coordinator to discuss accomplishments in your city that you think should fit within the existing actions but don't seem to.

Who picked the best practice actions and why?

The GreenStep Cities report to the 2009 Legislature lists the dozens of city representatives and topical experts involved in developing the best practices. This input, in addition to review of over a dozen state-level sustainability challenge programs across the U.S., has resulted in what the GreenStep Cities steering committee thinks are truly best practice actions for cities as they strive to meet their sustainability goals. By best practice action we mean an action that is:

- **doable** for most Minnesota cities
- **a beneficial stretch** for some cities
- **delivers one or more benefits** for which evidence exists

How does participation in the GreenStep Cities program fit in with my city's existing programs and plans?

The GreenStep program is one of several frameworks and checklists that cities can use to focus on completing specific actions. We anticipate that cities have and will develop specific internal plans and programs that facilitate completion of GreenStep actions. And we know that cities will join other programs, such as Tree City U.S.A., participation in which a city can count as a GreenStep action. Uniquely, the GreenStep web site is an easy way for a city to publicly post, on one State-maintained web site, an ongoing catalogue of actions taken to build a more environmentally sustainable city.

What if my city's participation in GreenStep pauses for a time?

A GreenStep city has passed a city council resolution to work on implementing best practices of their own choice and at their own pace. It might take a city striving toward Step Three recognition between one and a few years. GreenStep staff try to be in touch with every city every year, and recognize there may be a one or two-year period when a city does not enter any new actions on the GreenStep web site.

If after three years from the time a city joins the program the city has not entered any action data, or if the city has gone three years without entering a new action or editing an existing action, "Inactive" may replace the city's current Step. GreenStep staff will discuss this with the city and see if they can help the

city return to an active status by posting a new or edited action. Should a GreenStep city pass a resolution to quit the GreenStep program, all city information would be removed from the web site.

Will the best practice actions and program requirements change over time?

Yes, but we have made only small changes over time, mostly in the Star-level Examples of what constitutes completion of an action at a good (1-star), better (2-star) and best (3-star) level. And we continually work to make each action clear enough so that cities easily know to claim one accomplishment under just one best practice action. Based on an annual cycle of feedback from cities, best practice advisors and topical experts and based on changes in technology, financing, regulations, state-wide assistance, and other factors, we think ongoing small changes will be needed to keep the suite of actions and the program requirements current, relevant to cities, and challenging yet doable.

Can I be certified as a green city, as opposed to being recognized as one?

Yes: the LEED for Cities & Communities program uses the LEED rating system structure and may be most appropriate for the largest Minnesota cities that want to invest money measuring and rigorously certifying their sustainability achievements. It was developed through a partnership between ICLEI USA, the U.S. Green Building Council, and the Center for American Progress.

Who started GreenStep Cities?

During fall of 2007, Minnesota's Clean Energy Resource Teams (CERTs) held regional listening sessions around the state to discuss community-based energy opportunities and the state's Next Generation Energy Act of 2007. The idea was raised to create a sustainable cities program, free to cities, that would challenge, assist and recognize cities that were "green stars."

In 2008, Governor Tim Pawlenty signed legislation authorizing research into the creation what is today the GreenStep program. In 2009, the State Legislature analyzed the proposal for the GreenStep program and there was bi-partisan agreement that the Minnesota Pollution Control Agency would, working with the League of Minnesota Cities and other partner organizations, take the lead in creating the program for the benefit of Minnesota cities and for energy, greenhouse gas and cost reductions. The legislation and the program report are posted on the GreenStep Cities About page.

Representatives from dozens of cities, non-profit organizations, businesses and state government agencies provided the outline for what has been developed as the Minnesota GreenStep Cities program, which officially began in June 2010.

Why Cities?

The actions necessary to improve individuals' quality of life and promote environmental stewardship are based at the local level. Cities have the ability and flexibility, through their elected officials, to take swift action that includes public participation. The GreenStep Cities program assists in supporting these actions through technical assistance and peer-to-peer sharing. Because this is a voluntary action program, GreenStep Cities leaves the control at the city-level.

More questions?

Don't hesitate to contact the GreenStep coordinator through the Contact menu item on the GreenStep web page at <https://greenstep.pca.state.mn.us>



GreenStep
29 Best Practices

The GreenStep 29 best practices

The GreenStep 29 best practices

- Make planning and tracking easier download this spreadsheet that lists all unique actions – approximately 175 – for all 29 best practices.
- Cities that implement a minimum number of best practices organized into these five topical areas will be recognized as Step Two and Step Three GreenStep Cities. See [What are Step Two and Three Recognition Minimums?](#)
- Cities should claim credit for best practices already implemented. Adding best practices over time will garner additional recognition.
- For each best practice, and depending on city category (A, B or C), a city needs to complete one or more actions from a list associated with the best practice. See [What category is my city in?](#)

Buildings and Lighting

[Filter: Show actions related to a topic]



1. Efficient Existing Public Buildings

Benchmark energy and water usage, identify savings opportunities in consultation with state programs, utilities and others to implement cost-effective energy and sustainability improvements.

2. Efficient Existing Private Buildings

Provide incentives for energy, water and sustainability improvements in existing residential, not-for-profit and commercial buildings/building sites.

3. New Green Buildings

Construct new buildings to meet or qualify under a green building framework.

4. Efficient Outdoor Lighting and Signals

Improve the efficiency and quality of street lighting, traffic signals and outdoor public lighting.

5. Building Redevelopment

Create economic and regulatory incentives for redevelopment and repurposing of existing buildings.

Land Use



6. Comprehensive, Climate and Energy Plans

Build public support and legal validity to long-term infrastructural and regulatory strategy.

7. Resilient City Growth

Increase financial and environmental sustainability by enabling and encouraging walkable housing and retail land use.

8. Mixed Uses

Develop efficient land patterns that generate community health and wealth.

9. Efficient Highway- and Auto-Oriented Development

Adopt commercial development and design standards for auto-oriented development corridors and clusters.

10. Design for Natural Resource Conservation

Adopt development ordinances or processes that protect natural systems and valued community assets.

Transportation



11. Living & Complete Streets

Create a network of green complete streets that improves city quality of life, public health, and adds value to surrounding properties.

12. Mobility Options

Increase active transportation and alternatives to single-occupancy car travel.

13. Efficient City Fleets

Implement a city fleet investment, operations and maintenance plan.

14. Demand-Side Travel Planning

Implement Travel Demand Management and Transit-Oriented Design in service of a more walkable city.

Environmental Management



15. Sustainable Purchasing

Adopt environmentally preferable purchasing policies and practices to improve health and environmental outcomes.

16. Community Forests and Soils

Add city tree and plant cover that conserves topsoils and increases community health, wealth, quality of life.

17. Stormwater Management

Minimize the volume of and pollutants in rainwater runoff by maximizing green infrastructure.

18. Parks and Trails

Increase active lifestyles and property values by enhancing the city's green infrastructure.

19. Surface Water

Improve local water bodies to sustain their long-term ecological function and community benefits.

20. Efficient Water and Wastewater Systems

Assess and improve city drinking water and wastewater systems and related facilities.

21. Septic Systems

Implement an environmentally sound management program for decentralized wastewater treatment systems.

22. Sustainable Consumption and Waste

Increase waste prevention, reuse and recycling, moving to a lower-consumption, more cyclical, biological approach to materials management.

23. Local Air Quality

Prevent generation of local air contaminants so as to improve community health.

Resilient Economic and Community Development



24. Benchmarks and Community Engagement

Adopt outcome measures for GreenStep and other city sustainability efforts, and engage community members in ongoing education, dialogue, and campaigns.

25. Green Business Development

Expand a greener, more resilient business sector.

26. Renewable Energy

Remove barriers to and encourage installation of renewable energy generation capacity.

27. Local Food

Strengthen local food production and access.

28. Business Synergies and EcoDistricts

Network/cluster businesses and design neighborhoods and developments to achieve better energy, social, economic and environmental outcomes in service of a more circular and equitable economy.

29. Climate Adaptation and Community Resilience

Plan and prepare for extreme weather, adapt to changing climatic conditions, and foster stronger community connectedness and social and economic vitality.

Jan. 2023 >> to receive recognition from the GreenStep Cities program, you will need to report actions by logging into your GreenStep website account <<

determine your category; delete 2 extraneous columns before printing

Best Practice Actions	Initial inventory column: select which actions are completed, in-process, planned, not relevant.	Category C	Category B	Category A	
		Step 2 Recognition Minimums by Category			
		Complete any 4 Best Practices	Complete any 6 Best Practices	Complete any 8 Best Practices	
		Step 3 Recognition Minimums by Category			
Buildings & Lighting Best Practices Category: BPs 1 - 5		Any ONE of the 5 Building BPs needed for Step 3 recognition	BP #1 plus ONE other Building BP needed for Step 3 recognition	BP #1 plus ONE other Building BP needed for Step 3 recognition	
Best Practice #1: Efficient Existing Public Buildings		Optional BP	needed BP	needed BP	
1. Enter/update building information into the MN B3 Benchmarking database , and routinely enter monthly usage data for all city-owned buildings/infrastructure that consume energy/water .		If implementing this BP, complete at least any ONE action.	needed action	needed action	
2. Make no/low cost indoor lighting and operational changes in city-owned/school buildings to reduce energy costs .			needed action	needed action	
3. Invest in larger energy efficiency projects through performance contracting or other funding or through smaller retro-commissioning/retrofit projects in city-owned/school buildings.			needed: choose one additional BP action from actions (3) - (7)		
4. Implement information technology efforts and city employee engagement to reduce plug loads, building energy use and workflow efficiency .					
5. Document that the new construction or major remodeling of a public building has met the SB 2030 energy standard or has met or qualified under a green building or energy framework .					
6. Improve the operations & maintenance of city-owned/school buildings and leased buildings by using a customized online energy efficiency tool, asset management tool, green building framework or green lease .					
7. Install for one or more city-owned/school buildings one of the following efficiency measures : a. A ground-source, closed loop geothermal system. b. A district energy/microgrid system. c. A rainwater harvesting system for building water use.					
2. Efficient Existing Private Buildings		Optional BP	Optional BP	Optional BP	
1. Create or participate in a marketing/outreach/incentive program to promote/achieve residential energy/water use reduction and energy efficiency .		If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least TWO actions.	
2. Integrate green building and EV charging best practices information and assistance into the building permit process .					
3. Implement an energy rating/disclosure policy for residential and/or commercial buildings.					
4. Describe energy/water efficiency actions and other green building practices at businesses and not-for-profit organizations located within/nearby the city .					
5. Conserve/protect drinking/groundwater resources by creating a water-wise landscaping ordinance/guidance, WaterSense purchasing program, or guidance on rainwater harvesting and home water softener use .					
6. Provide a financial or other incentive to private parties who add energy/sustainability improvements, meet the SB 2030 energy standard, or renovate using a green building or energy framework .					
7. Customize a model sustainable building renovation policy that includes the SB 2030 energy standard and adopt the language to govern commercial renovation projects that: a. Receive city financial support, and/or b. Require city regulatory approval (conditional use permits, rezonings, variances, PUD status).					
3. New Green Buildings		Optional BP	Optional BP	Optional BP	
1. Require by city policy that new city-owned buildings be built using the SB 2030 energy standard and/or a green building framework .		If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least action (1) or (2) and ...	
2. Work with the local school district to ensure that future new schools are built using the SB 2030 energy standard and/or a green building framework .					
3. Adopt a sustainable building policy for private buildings ; include the SB 2030 energy standard; adopt language governing new development projects that: a. Receive city financial support, and/or b. Require city regulatory approval (planned unit development, conditional use permit, rezoning, variance).				... complete at least ONE	

>>What category is my city in? See your city page for GreenStep City Category.

>> For each best practice, see the hyperlink listed to view detailed guidance, implementation tools and which cities are completing the actions.

4. Provide a financial or other incentive to private parties who build new buildings that utilize the SB 2030 energy standard and/or a green building framework.				additional action (3) through (5).			
5. Adopt environmentally preferable covenant guidelines for new common interest communities addressing issues such as stormwater, greywater, native vegetation, growing food, clothes lines, electric vehicle charging, and renewable energy.							
4. Efficient Outdoor Lighting and Signals		Optional BP	Optional BP	Optional BP			
1. Require energy efficient, Dark-Sky compliant new or replacement outdoor lighting fixtures on city-owned/private buildings and facilities.							
2. Purchase LEDs for all future street lighting and traffic signals.							
3. Replace the city's existing street lighting with Dark Sky-compliant LEDs, modifying any city franchise/utility agreement and adding smart grid attributes.							
4. Coordinate traffic signals and/or optimize signal timing so as minimize car idling at intersections yet maintain safe and publicly acceptable vehicle speeds.		If implementing this BP, complete at least ONE action.	If implementing this best practice, complete at least TWO actions, including one of actions (5) through (8).	If implementing this best practice, complete at least TWO actions, including one of actions (5) through (8).			
5. Use LED/solar-powered lighting for a flashing sign or in a street, parking lot or park project.							
6. Relamp/improve exterior building lighting for city-owned buildings/facilities with energy efficient, Dark-Sky compliant lighting.							
7. Replace city-owned parking lot/ramp lighting with Dark-Sky compliant, energy efficient, automatic dimming lighting technologies.							
8. Replace the city's existing traffic signals with LEDs.							
5. Building Redevelopment	Optional BP				Optional BP	Optional BP	
1. Adopt an historic preservation ordinance/regulations to encourage adaptive reuse.							
2. Implement the Minnesota Main Street model for commercial revitalization.							
3. Plan for reuse of large-format retail buildings, or work with a local school, church or commercial building to either add-on space or repurpose space into new uses.		If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.			
4. Create/modify a green residential remodeling assistance/financing program to assist homeowners in adding space or features such as EV charging, renewables to their existing homes.							
5. Adopt development/design standards and programs that facilitate infill, redevelopment, and adaptable buildings.							
Land Use Category: BPs 6 - 10		BP #6 needed	BP #6 plus ONE other Land Use BP needed	BP #6 plus ONE other Land Use BP needed			
6. Comprehensive Plans		needed BP	needed BP	needed BP			
1. Adopt a comprehensive plan or (for Category B & C cities) adopt a future land use plan that was adopted by the county or a regional entity.		needed action	needed action	needed action			
2. Demonstrate that regulatory ordinances comply with the comprehensive plan including but not limited to having the zoning ordinance explicitly reference the comprehensive plan as the foundational document for decision making.			needed action	needed action			
3. Include requirements in comprehensive and/or other plans for intergovernmental coordination addressing regional land use and watershed/wellhead impacts, infrastructure, transportation, economic development and city/regional services.							
4. Include ecological provisions in the comprehensive plan that explicitly aim to minimize open space fragmentation and/or establish a growth area with expansion criteria.							
5. Adopt climate mitigation and/or energy independence goals and objectives in the comprehensive plan or in a separate policy document, and include transportation recommendations such as becoming an EV-ready city.							
7. Efficient City Growth		Optional BP	Optional BP	Optional BP			
1. Eliminate barriers and actively encourage higher density housing by including in the city zoning ordinance and zoning map: a. Neighborhood single-family density at 7 units/acre or greater wherever urban services are available. b. Multi-family housing at a gross density of at least 15 units/acre adjacent to a commercial zoning district or transit node.							
2. Achieve higher density housing through at least two of the following strategies: a. Incorporate a flexible lot size/frontage requirement for infill development. b. Use density and floor area ratio (FAR) bonuses in selected residential zoning districts. c. Cluster residential development; tie a regulatory standard to comprehensive plan language defining compact city expansion zones that limit low-density development. d. Allowing accessory dwelling units, single-room occupancy housing, senior housing, co housing or tiny houses/apartments by right in selected zoning districts. e. Implement a vacation rental property registration policy and/or special tax.		If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.			
3. Achieve higher intensity commercial/industrial land uses through at least one of the following strategies: a. Include in the city zoning ordinance and zoning map a commercial district with zero-lot-line setbacks and a FAR minimum of 1.							

b. Set targets for the minimum number of employees/acre in different commercial zones.				
4. Provide incentives for affordable housing, workforce housing, infill projects, or for life-cycle housing at or near job or retail centers, or for achieving an average net residential density of seven units per acre.				
5. Use design to create social trust and interaction among neighbors and allow developments that meet the prerequisites for LEED for Neighborhood Development certification .				
8. Mixed Uses		Optional BP	Optional BP	Optional BP
1. Organize or participate in a community planning/placemaking/design process for the city/a mixed use district, including specific community engagement practices that engage cultural and income diverse community members .		If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least TWO actions.
2. Locate or lease a school, city building or other government facility that has at least two of these attributes: a. Adjacent to an existing employment or residential center. b. Designed to facilitate and encourage access by walking, biking, or other non-vehicle travel modes c. Accessible by regular transit service.				
3. Modify a planned unit development ordinance to emphasize or require mixed use development, to limit residential PUDs to areas adjacent to commercial development, and/or to add sustainability features .				
4. Report that a (re)development meets a city/community-determined minimum point threshold under the Equitable Development Scorecard or LEED-ND (Neighborhood Development) .				
5. Have a downtown zoning district that emphasizes small and destination businesses, entrepreneurial spaces, and allows or requires residential and compatible-commercial development.				
6. Incorporate form-based zoning approaches into the zoning code, in those areas where a diverse mix of uses is desired .				
7. Create incentives for vertical mixed-use development in appropriate locations (downtown, commercial districts near colleges or universities, historic commercial districts, commercial districts with minority-owned businesses).				
9. Efficient Highway- and Auto-Oriented Development		Optional BP	Optional BP	Optional BP
1. Establish design goals for at least one highway/auto-oriented corridor/cluster.		If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.
2. Participate in regional economic development planning with representatives from surrounding townships, cities, the county and business interests to: a. Estimate commercial/industrial needs among all jurisdictions. b. Jointly implement recommendations to stage highway/auto-oriented commercial development in order to avoid overbuilding and expensive low-density development.				
3. Adopt infrastructure design standards that protect the economic and ecologic functions of the highway corridor through clustering of development, native plantings and incorporating access management standards .				
4. Adopt development policies for large-format developments , zoning for auto-oriented commercial districts at the sub-urban edge and/or in tightly defined and smaller urban development corridors/nodes that have some bike/walk/transit access.				
10. Design for Natural Resource Conservation		Optional BP	Optional BP	Optional BP
1. Conduct a Natural Resource Inventory or Assessment (NRI or NRA); incorporate protection of priority natural systems or resources such as groundwater through the subdivision or development process .		If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.
2. For cities outside or on the fringe of metropolitan areas, conduct a build-out analysis, fiscal impact study, or adopt an urban growth boundary and a consistent capital improvement plan that provides long-term protection of natural resources and natural systems, and agricultural practices outside the boundary .				
3. For cities within metropolitan areas, incorporate woodland best management practices addressing protection of wooded areas into zoning or development review.				
4. Adopt a conservation design policy ; use a conservation design tool for pre-design meetings with developers and for negotiating development agreements in cities with undeveloped natural resource areas .				
5. Preserve environmentally sensitive, community-valued land by placing a conservation easement on city lands, and by encouraging/funding private landowners to place land in conservation easements .				
6. Conserve natural, cultural, historic resources by adopting or amending city codes and ordinances to support sustainable sites , including roadsides, and environmentally protective land use development .				
7. Support and protect wildlife through habitat rehabilitation, preservation and recognition programs.				

Transportation Category: BPs 11 - 14		Any ONE of the 4 Transportation BPs needed	Any ONE of the 4 Transportation BPs needed	BP #11 and BP #12 needed
11. Living & Complete Streets		Optional BP	Optional BP	needed BP
1. Adopt a complete streets policy , or a living streets policy, which addresses landscaping and stormwater.		If implementing this BP, complete at least action (1).	If implementing this BP, complete at least action (1), and ...	Complete action (1), and ...
2. Adopt zoning language or approve a skinny street/development project that follows green street and/or walkable streets principles .				
3. Modify a street in compliance with the city's complete streets policy.				
4. Identify, prioritize and remedy complete streets gaps and lack of connectivity/safety within your road network by, for example, bike/pedestrian plan, adding a bike route/lane, truck route, sidewalk or mid-block alley.			... complete ONE additional action.	... complete TWO additional actions.
5. Identify and remedy street-trail gaps between city streets and off-road trails/bike trails to better facilitate walking and biking.				
6. Implement traffic calming policy/measures , including lane conversions (road diets), roundabouts, low-speed streets, shared space and depaving, in at least one street redevelopment project.				
12. Mobility Options		Optional BP	Optional BP	needed BP
1. Increase walking, biking and transit use by one or more of the following means: a. Document increased infrastructure for pedestrians, bikers, and public transit users. b. Increase the number of employers promoting multiple commuting options. c. Be recognized as a Walk Friendly, Bicycle Friendly, or Age Friendly Community.				
2. Conduct an Active Living campaign such as a Safe Routes to School (SRTS) program.		If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.	Complete at least TWO actions.
3. Prominently promote mobility options : public transit; paratransit/Dial-A-Ride; cab services; rental cars; bike lanes; trails; airports.				
4. Promote carpooling, ridesharing, carsharing, and bikesharing .				
5. Implement workplace multi-modal transportation best management practices - including telework/flexwork - in city government, businesses or at a local health care provider.				
6. Add/expand public transit service .				
13. Efficient City Fleets		Optional BP	Optional BP	Optional BP
1. Efficiently use your existing fleet of city vehicles by encouraging trip bundling, video conferencing, carpooling, vehicle sharing and incentives/technology.				
2. Right-size/down-size the city fleet with the most fuel-efficient vehicles that are of an optimal size and capacity for their intended functions.				
3. Phase-in operational changes, equipment changes including electric vehicles , and non-idling practices for city or local transit fleets.				
4. Phase in bike, e-bike, foot or horseback modes for police, inspectors and other city staff.		If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least TWO actions.
5. Document that the local school bus fleet has optimized routes, start times, boundaries, vehicle efficiency and fuels, driver actions to cut costs including idling reduction, and shifting students from the bus to walking, biking and city transit.				
6. Retrofit city diesel engines or install auxiliary power units and/or electrified parking spaces, utilizing Project GreenFleet or the like.				
14. Demand-Side Travel Planning		Optional BP	Optional BP	Optional BP
1. Reduce or eliminate parking minimums ; add parking maximums; develop district parking.				
2. For cities with regular transit service, require or provide incentives for thesiting of retail services at transit/density nodes .				
3. For cities with regular transit service, require or provide incentives for thesiting of higher density housing at transit/density nodes .		If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least TWO actions.	If implementing this BP, complete at least TWO actions.
4. Require new developments or redevelopments to prepare a travel demand management plan or transit-oriented development standards or LEED for Neighborhood Development certification.				
Environmental Management Category: BPs 15 - 23		BP # 15 needed	BP #15 and BP #16 and ONE other BP needed	BP #15, BP #16, BP #17 and ONE other BP needed
15. Sustainable Purchasing		needed BP	needed BP	needed BP
1. Adopt a sustainable purchasing policy or administrative guidelines/practices directing that the city purchase at least:				
a. EnergyStar and EPEAT certified equipment and appliances.		needed action	Complete action (1), and ...	Complete action (1), and ...
b. Paper containing post-consumer recycled content.				

2. Purchase energy used by city government - via the municipal utility, green tags, community solar garden, 3rd party - with a higher renewable percentage than required by <u>Minnesota law</u> complete at least ONE additional action.	... complete at least ONE additional action.			
3. Establish purchasing preferences that support local, Minority, Disability, and Women-Owned businesses and, working with a local business association, develop a list of locally produced products and suppliers for common purchases.							
4. Require purchase of U.S. EPA WaterSense -certified products.							
5. Set minimum sustainability standards to reduce the impact of your concrete use, asphalt, roadbed aggregate, or other construction materials .							
6. Require printing services to be purchased from companies participating in Printing Industry Midwest's Great Green Printer initiative, or certified by the Sustainable Green Printing Partnership .							
7. Lower the environmental footprint of meetings and events in the city.							
8. Use national green standards/guidelines for purchasing/investments such as cleaning products, furniture, flooring/coatings.							
16. Community Forests and Soils		Optional BP			needed BP	needed BP	
1. Certify as a Tree City USA .		If implementing this BP, complete at least ONE action.	Complete at least ONE action.	Complete at least TWO actions.			
2. Adopt best practices for urban tree planting/quality , require them in private developments and/or use them in at least one development project.							
3. Budget for and achieve resilient urban canopy/tree planting goals .							
4. Maximize tree planting along your main downtown street or throughout the city.							
5. Adopt a tree preservation or native landscaping ordinance.							
6. Build community capacity to protect existing trees by one or more of: <ul style="list-style-type: none"> a. Having trained tree specialists. b. Supporting volunteer forestry efforts. c. Adopting an EAB management plan/climate adaptation plan for the urban forest 							
7. Conduct a tree inventory or canopy study for public and private trees.							
17. Stormwater Management					Optional BP	Optional BP	needed BP
1. Adopt and use Minnesota's Minimal Impact Design Standards (MIDS) .		If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.	Complete at least ONE action.			
2. Complete the GreenStep Municipal Stormwater Management Assessment .							
3. Adopt by ordinance one or more of the following stormwater infiltration/management strategies to reduce impervious surface: <ul style="list-style-type: none"> a. A narrower streets provision that permits construction of 24-foot roads for public, residential access and subcollector streets (with fewer than 400 average daily trips) b. Use of pervious pavements for streets, trails, parking areas, and sidewalks. c. For sites less than one acre, retain the water quality volume of 1.1 inches of runoff from all impervious surfaces for new and fully-redeveloped construction sites. d. For non-MS4 permittees, adopt an illicit discharge prohibition rule or ordinance and an erosion and sediment control ordinance. Sponsor a robust Adopt-a-Drain program. 							
4. Create a stormwater utility that uses variable fees to incentivize stormwater infiltration, minimize the volume of and pollutants in runoff, and educate property owners and renters on the importance of managing stormwater runoff .							
5. Adopt and implement guidelines or design standards/incentives for at least one of the following stormwater infiltration/reuse practices: <ul style="list-style-type: none"> a. Rain gardens/infiltration practices. b. Rainwater harvesting practices. c. Green alleys or green parking lots. d. Pervious/permeable pavement or pavers. e. Green roofs / green walls. f. Tree trenches / tree boxes. g. Incorporate compost and/or native plants into landscape design. 							
6. Improve smart-salting by reducing chloride use in winter maintenance and dust suppressants to prevent permanent surfacewater and groundwater pollution.							
18. Parks and Trails					Optional BP	Optional BP	Optional BP
1. Make improvements within your city's system of parks, offroad trails and open spaces.							
2. Plan and budget for a network of parks, green spaces, water features and trails for areas where new development is planned.							
3. Achieve minimum levels of city green space and maximize the percent within a ten-minute walk of community members .							
4. Adopt low-impact design standards in parks and trails that infiltrate or retain all 2 inch, 24-hour stormwater events on site.							

5. Create park/city land management standards/practices that maximize at least one of the following: a. Low maintenance turf management; native landscaping; organic or integrated pest management; pollinator/monarch-safe policies. b. Recycling/compostables collection; use of compost as a soil amendment. c. Sources of nonpotable water, or surface/rain water, for irrigation.		If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least TWO actions.	If implementing this BP, complete at least THREE actions.
6. Certify at least one golf course in the Audubon Cooperative Sanctuary Program.				
7. Document that the operation and maintenance, or construction/remodeling , of at least one park building used an asset management tool, the SB 2030 energy standard, and/or a green building framework .				
8. Develop a program to involve community members in hands-on land restoration, invasive species management, and stewardship projects.				
19. Surface Water		Optional BP	Optional BP	Optional BP
1. Consistently monitor surface water quality/clarity and report findings to community members.		If a city has at least one state-designated public water body within its boundaries and chooses to implement this best practice, complete action (4) and at least ONE additional action. *** If a city has no state-designated public water body and chooses to implement this best practice, complete any ONE of the actions.	If a city has at least one state-designated public water body within its boundaries and chooses to implement this best practice, complete action (4) and at least ONE additional action. *** If a city has no state-designated public water body and chooses to implement this best practice, complete any ONE of the actions.	If a city has at least one state-designated public water body within its boundaries and chooses to implement this best practice, complete action (4) and at least ONE additional action. *** If a city has no state-designated public water body and chooses to implement this best practice, complete any ONE of the actions.
2. Conduct or support multi-party community conversations , assessments, plans and actions around improving local water quality and quantity .				
3. Adopt and report on measurable, publicly announced surface water improvement targets for lakes, rivers, wetlands and ditches.				
4. Adopt a shoreland ordinance for all river and lake shoreland areas.				
5. Adopt goals to revegetate shoreland and create a local program or outreach effort to help property owners with revegetation.				
6. Implement an existing TMDL implementation plan .				
7. Create/assist a Lake Improvement District .				
8. Reduce flooding damage and costs through the National Flood Insurance Programs and the NFIP's Community Rating System.				
20. Efficient Water and Wastewater Facilities		Optional BP	Optional BP	Optional BP
1. Compare the energy use and financial performance of your facilities with other peer plants using standardized, free tools .		If a city provides drinking water services and chooses to implement this best practice, complete at least actions (1) and (2) or ...	If implementing this best practice, complete actions (1) and (2) and ...	If implementing this best practice, complete actions (1) and (2) and ...
2. Plan and budget for motor maintenance and upgrades to assure the most energy efficient, durable and appropriate equipment is available when upgrades or break downs occur.				
3. Establish an on-going budget and program for decreasing inflow and infiltration into sewer lines and losses in drinking water systems .				
4. Optimize energy and chemicals use at drinking water/wastewater facilities and decrease chloride in wastewater discharges action (4).	... at least ONE additional action.	... at least ONE additional action.
6. Implement a wastewater plant efficiency project (co-generation, water reuse) or a program for local private business operations (water conservation, water reuse, business co-location).				
7. Create a demand-side pricing program to reduce demands on water and wastewater systems.				
21. Septic Systems		Optional BP	Optional BP	Optional BP
1. Report to landowners suspected noncompliant or failing septic systems as part of an educational, informational and financial assistance and outreach program designed to trigger voluntary landowner action to improve septic systems.				
2. Use a community process to address failing septic systems.				
3. Clarify/establish one or more responsible management entities (RMEs) for the proper design, siting, installation, operation, monitoring and maintenance of septic systems.				
4. Adopt a subsurface sewage treatment system ordinance based on the Association of Minnesota Counties' model ordinance .		If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.
5. Create a program to finance septic system upgrades.				
6. Work with homeowners and businesses in environmentally sensitive areas and areas where standard septic systems are not the least-cost option to promote innovative waste water systems , including central sewer extensions.				
7. Arrange for assistance to commercial, retail and industrial businesses with water use reduction, pollution prevention and pretreatment prior to discharge to septic.				
22. Sustainable Consumption and Waste		Optional BP	Optional BP	Optional BP
1. Improve city operations and procurement to prevent and reuse, recycle and compost waste from all public facilities (including libraries, parks, schools, municipal health care facilities), and minimize use of toxics and generation of hazardous waste.				
2. Address concerns over consumer products and packaging through encouragement/implementation of one or more of: a. Education on needless consumption, waste prevention and alternatives, including product stewardship / producer responsibility.			If implementing this BP, complete at least ONE of	If implementing this BP, complete at least action (1) or (2), and ...

b. Reuse options.			actions (1) through (3), and at least ONE of actions (4) through (8).
c. Recycling / composting options.				
d. Credits, fees.				
e. Mandates, bans.				
3. Improve profitability, legal compliance and conserve resources through adoption of ordinance language, licensing and resource management contracts .		If implementing this BP, complete at least ONE action.		
4. Publicize, promote and use the varied businesses/services collecting and marketing used, repaired and rental consumer goods , especially electronics, in the city/county.			... at least ONE of actions (4) through (8).	... at least ONE of actions (4) through (8).
5. Arrange for a residential and/or business/institutional source separated organics collection/management program .				
6. Improve recycling services and expand to multi-unit housing and commercial businesses.				
7. Improve/organize residential trash, recycling and organics collection by private and/or public operations and offer significant volume-based pricing on residential garbage and/or incentives for recycling.				
8. Adopt a construction and demolition ordinance governing demolition permits that requires a level of recycling and reuse for building materials and soil/land-clearing debris.				
23. Local Air Quality		Optional BP	Optional BP	Optional BP
1. Replace small internal combustion engine lawn and garden equipment (e.g. lawnmowers, weed whips, etc.) with lower polluting equipment .				
2. Reduce residential burning of wood and yard waste and eliminate 'backyard' trash burning.				
3. Decrease air emissions from vehicle idling, business trucking, and pollutants/noise from stationary engines/back-up generators.				
5. Install, assist with and promote publicly available EV charging stations or public fueling stations for alternative fuel vehicles.				
		If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least TWO actions.
Economic & Community Development Category: BPs 24 - 29		BP #24 and BP #29 needed	BP #24, BP #25, and BP# 29 needed	BP #24, BP #25, and BP# 29 needed
24. Benchmarks & Community Engagement		needed BP	needed BP	needed BP
1. Inclusive and Coordinated Decision-Making: Use a city commission or committee to lead, coordinate, report to and engage community members on the identification and equitable implementation of sustainability best practices.		needed action	Complete action (1), and ...	needed action
2. Communicating Progress on Goals: Organize goals/outcome measures from all city plans (social, environmental, economic) and report to community members data that show progress toward meeting these goals.				needed action
3. Measuring Outcomes: Engage community members and partners in identifying, measuring, and reporting progress on key sustainability and social indicators/ including energy use/greenhouse gas emissions, social vitality/social inclusion outcome measures.				
4. Public Education for Action: Conduct or support a broad sustainability education and action campaign, building on existing city & community relationships, networks & events involving: a. The entire community, community leaders b. Homeowners, manufactured home communities, landlords and tenants c. Community-based organizations, block clubs, neighborhood associations, front yards/sidewalks d. Congregations. e. Schools, colleges.			... complete at least ONE additional action.	
5. Planning with a Purpose: Conduct a community visioning and planning initiative that engages a diverse set of community members & stakeholders and uses a sustainability, resilience, or environmental justice framework such as: a. Strong Towns, Resiliency, Transition, Appreciative Inquiry. b. Eco-municipalities, Smart Cities, Healthy Communities. c. Environmental Justice, Race Equity, Equitable Development.				
6. Engaging the Next Generation: Engage wide representation of community youth and college students by creating opportunities to participate in city government (including commissions).				
7. Expanding Community Engagement: Engage Black, Indigenous, People of Color (BIPOC), renters, low-income, new Americans, differently abled and other traditionally under-represented community members by encouragement, and support to participate in current and new opportunities in city government.				
25. Green Business Development		Optional BP	needed BP	needed BP
1. Grow new/emerging green businesses and green jobs through targeted assistance and new workforce development .				
2. Create or participate in a marketing/outreach program to connect businesses with assistance providers , including utilities, who provide personalized energy, waste or sustainability audits and assistance.				

3. Promote sustainable tourism in your city, and green tourism resources to tourism and hospitality businesses in/around the city.		If implementing this BP, complete at least ONE action.	Complete at least TWO actions.	Complete at least TWO actions.
4. Strengthen value-added businesses utilizing local "waste" material.				
5. Lower the environmental footprint of a brownfield remediation/redevelopment project beyond regulatory requirements; report brightfield projects.				
6. Promote green businesses that are recognized under a local, regional or national program.				
7. Conduct or participate in a buy local campaign for community members and local businesses.				
26. Renewable Energy		Optional BP	Optional BP	Optional BP
1. Adopt wind energy and/or biomass ordinances that allow, enable or encourage appropriate renewable energy installations.		If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least TWO actions.	If implementing this BP, complete at least TWO actions.
2. Promote resident/business purchases and/or generation of clean energy by: <ul style="list-style-type: none"> a. Promoting a local/municipal utility's green power purchasing program that allows residents/businesses to order/buy new renewable energy. b. Creating and sharing a map of the community's solar resource and/or linking to the MN Solar Suitability App. c. Connecting residents/businesses with the Clean Energy Project Builder for potential installers. d. Hosting a community-wide solar bulk-buy program or campaign (also called "solarize programs"). 				
3. Promote financing and incentives programs such as PACE for clean energy: <ul style="list-style-type: none"> a. PACE for commercial property owners to install renewable energy systems, energy efficiency measures and EV charging infrastructure for existing or new construction. b. Local, state and federal financial incentives for property owners to install renewable energy systems. c. Local utility renewable energy production incentives and rebates. 				
4. Support a community solar garden or help community members participate in a community renewable energy project by: <ul style="list-style-type: none"> a. Serving as a host site for a community solar garden. b. Facilitating development, by the municipal utility or other entity, of a community solar garden for residents. c. Participating in a community solar garden to ensure accessibility and availability to low-income residents. 				
5. Install a public sector/municipally-owned renewable energy technology, such as solar electric (PV), wind, biomass, solar hot water/air, micro-hydro.				
6. Report installed private sector-owned renewable energy/energy efficient generation capacity with at least one of the following attributes: <ul style="list-style-type: none"> a. Fueled by flowing water, sun, wind, or biogas. b. Fueled in part or whole by manure or woody (EAB) biomass, optimized for minimal air and other environmental impacts and for energy efficiency and water conservation. c. Distributing heating/cooling services in a district energy system. d. Producing combined heat and power; using a microgrid. e. Energy storage integrated into a renewable energy installation. 				
7. Become a solar-ready community , including adopting ordinance/zoning language and an expedited permit process for residents and businesses to install solar energy systems.				
27. Local Food		Optional BP	Optional BP	Optional BP
1. Incorporate working landscapes - agriculture and forestry - into the city by adopting an ordinance for one or more of the following: <ul style="list-style-type: none"> a. An agriculture and forest protection district. b. A local food production district. c. Incubator farms, emerging farmers, and land access. 		If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.
2. Facilitate creation of home/community gardens, chicken & bee keeping , and incorporation of food growing areas/access in multifamily residential developments.				
3. Create, assist with and promote local food production/distribution within the city: <ul style="list-style-type: none"> a. A farmer's market or co-op buying club. b. An urban agriculture business or a community-supported agriculture (CSA) arrangement between farmers and community members/employees. c. A community or school garden, orchard or forest. 				
4. Measurably increase institutional buying and sales of foods and fibers that are local, Minnesota-grown, organic, healthy, humanely raised, and grown by fairly compensated growers.				
5. Assess, plan for, and enhance the community's local food system .				
28. Business Synergies and EcoDistricts		Optional BP	Optional BP	Optional BP

2. Document that at least one business/building uses waste heat or water discharge from another business or conducts materials exchange activities with another organization .				
3. Require, build or facilitate at least four attributes in a business/industrial park project : a. Shared parking/access, electric vehicle charging for 3% of parking and/or synchronized with solar generation. b. Green product development, manufacturing or sales OR a green job training c. Buildings located within walking distance of transit and/or residential zoning. d. Renovated buildings, buildings designed for reuse, shared recreation/childcare facilities. e. Green buildings built to Minnesota's SB2030 energy standard OR renewable energy generated on-site. f. Combined heat and power (CHP) generation capacity, shared geothermal heating/cooling, microgrid OR energy storage. g. Low-impact site development.		If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.	If implementing this BP, complete at least ONE action.
4. Use 21st century ecodistrict tools to structure, guide and link multiple green and sustainable projects together in a mixed-use neighborhood/development, or innovative district, aiming to deliver superior social, environmental and economic outcomes.				
29. Climate Adaptation and Community Resilience		needed BP	needed BP	needed BP
1. Prepare to maintain public health and safety during extreme weather and climate-change-related events, while also taking a preventive approach to reduce risk for community members .		needed action	needed action at a 2- or 3-star rating	needed action at a 2- or 3-star rating
2. Integrate climate resilience into city or tribal planning, policy, operations, and budgeting processes .				
3. Increase social connectedness through engagement, capacity building, public investment, and opportunities for economically vulnerable residents to improve their economic prosperity and resilience to climate change .				
4. Encourage private sector action and incentivize investment in preventive approaches that reduce risk and minimize impacts of extreme weather and the changing climate for human health and the built environment .				
5. Protect public buildings and natural/constructed infrastructure to reduce physical damage and sustain their function during extreme weather events .				
6. Reduce the urban heat impacts of public buildings, sites, and infrastructure and provide resiliency co-benefits .				
7. Protect water supply and wastewater treatment facilities to reduce physical damage and sustain their function during extreme weather events .				
8. Improve local energy resilience by minimizing fuel poverty, installing distributed renewable energy systems, and developing microgrids that can improve energy system resiliency .				

SPRING LAKE PARK IS A GREEN CITY

1. Access to public transportation: Bus through city to hub on border at Northtown.
2. Pedestrian and Bike: Sidewalks and bike trails linking SLP to neighboring suburbs. Newest, around Spring Lake and on Mounds View Blvd partnering with Mounds View during 2023. Consider asking Parks and Rec. to re-establish the bike club.
3. Electric Car Charging Station: Hy Vee.
4. Renewable Energy: SLP has been part of a Solar farm since 2017.
5. Sustainable Architecture: New City Hall.
6. Urban Agriculture: Gardens for residential use established at Sandburnol Park through Park and Rec in 2019.
7. Social Planning-Cultural amenities: 6 parks- consider Filmore Retention Pond the 7th by adding benches and picnic tables and Christening. Added new wetland walk in 2021 in Lyons Park. Find out what percentage of SLP is parkland and how long it takes residents to walk to a park. City events: Tower Days/Nite to Unite/Summer Music in the Park.

7 churches/schools/work with SLP Police Department and Substance Church on Homeless. Proper housing and jobs within SLP.

8. Green Water Management: MS4/ flood management program established 2017/Protecting storm water with proper city-wide sweeping (ask for grants from Coon Creek/Rice Creek/Bowser to help maintain-Salt management of 25% less used during 2022-23 season per Terry Randal- Ask both Coon Creek and Rice Creek to give us pet waste stations- Get on the 'Keep Drain Clean Program' through the Watersheds-Establish a City-wide Clean Up Day: Earth Day and another day. Work to reclaim SLP Beach at Lyons Fishing Bridge-material presented at SLP Council in 2018.
9. Recycling Program: Established by Wanda Brown in 2019.
10. Air Quality: No business within SLP discharges harmful chemicals(small industrial park)

Need a Video produced to send to League of Mn Cities.

Code Enforcement Update

Date: 07-05-2023

To: Daniel Buchholtz

From: Walter Morris, Code Enforcement, Fire Inspector, Rental Housing Inspector

Subject: Looking to minimize resident frustrations regarding code enforcement.

Considering the consistent complaints received regarding certain code violations, I'm hopeful that City Council will consider moving toward a more proactive code enforcement model. I have contacted our neighboring cities Code Enforcement Departments to gain a better understanding of how they handle code enforcement. I believe we can make minor changes to our code enforcement that will benefit the majority of our residents.

Our neighbors (Blaine, Fridley, Coon Rapids & Mounds View) provide proactive code enforcement at the discretion of the code enforcement officers in each city. The Cities of Blaine, Fridley and Coon Rapids have full time proactive code enforcement. I don't believe these models work as well nor do they provide the residents of Spring Lake Park with code enforcement that focuses on the true nuisances that are commonly reported.

Mounds View's inspector utilizes a hybrid of both proactive for the more obvious violations (unnecessary clutter/junk, parking on lawns, poorly maintained homes, etc.) while utilizing reactive code enforcement for less-frequently received complaints such as garbage cans left out in public view or in proper storage in rear yards not readily visible from the right-of-way. I also agree with enforcing code on the city block in which a complaint is received, for example we receive a complaint for the 300-block of Manor, if similar violations are present at other homes on the same block they also receive corrective orders. This helps focus our efforts toward troubled areas and/ or pockets within the City while ensuring that no one resident is being singled out by an upset neighbor.

My proposed solution is to provide our residents with Code Enforcement that better suits their expectations. Proactive code enforcement on the codes attached, while utilizing reactive for all other violations with the precedent of enforcing similar code violations present on the same city block. I believe this will alleviate tensions felt by some residents when they feel the City is intentionally refraining from intervening when we are aware of violations. I also believe the working knowledge that code enforcement will be looking at the block as a whole may deter complaints out of spite or frustration.

This change will allow Code Enforcement to provide as much code enforcement as time allows with the combination roles for Building Official, Fire Marshal, and Code Enforcement Director, Baker along with Firefighter, Code Enforcement, Fire Inspector, and Rental Housing inspector for myself. I understand that we have periods of time in which it may be difficult to spend hours each day providing code enforcement, however, this does allow us to ensure a minimum standard is being upheld throughout the city.

Thank you for your consideration,

Walter Morris

These are the most commonly fielded Nuisance complaints received.

Noxious weeds – SLPC: 9.20.020 - All noxious weeds, tall grasses defined as anything over nine inches in height.

Trash and debris / rubbish – SLPC: 9-20.020 - An accumulation trash or debris of any nature of any kind on private property.

Motor vehicle & Recreational Vehicle Parking and registration. SLPC:16.20.120 - All vehicles & recreational vehicles must be parked on the approved driveway and display current registration.

Abandoned Vehicles & property No person shall allow any partially dismantled, non-operating, wrecked, junked, or discarded vehicle to remain on that property longer than 96 hours

Discarding of debris onto public right of way SLPC:9.20.020 - Throwing, Placing of trash, lawn clippings or other material in the streets, alleys, or gutters.

Property Maintenance. IPMC: 2018 - All interior, exterior surfaces along with Mechanical, Plumbing, electrical equipment must be maintained in a proper state of repair.

Life safety, and emergency response related codes.

Address numbers & Visibility. MSFC: Sec 505.1 Address numbers and building identification shall contrast with their background. Position as to be plainly Visible and legible from the street as approved by fire inspector. Address numbers shall have a minimum 4-inch-high numbers, with a minimum stroke width of 1/2 inch

Recreational Fire & Wood storage: SBM FD & SLPC:9.20.010 C. Recreational fire pits must be a minimum of 25ft or greater from all combustible structures. All Rec fires must be attended by an adult with means of extinguishment. Fire wood must no closer than 5 ft away from property lines. Fire wood must be stored in neat secure stacks no less than 6 inches off of the ground.

Obstruction intersection / clear view of traffic - SLPC: 9.20.020 All trees, hedges, or other obstructions which prevent people from having a clear view of all traffic approaching intersections.



Memorandum

To: Mayor Nelson and Members of the City Council
From: John Thames, City Attorney
Date: July 5, 2023
Subject: Cannabis, Edible Cannabinoids and Drug Paraphernalia Ordinance

As the Council is aware, the Minnesota Legislature passed a new law in 2022 which made it legal to sell certain edible cannabinoid products (a.k.a. “lower potency hemp edibles”). In response to this new law, the City of Spring Lake Park passed Ordinance 11.48 “Edible Cannabinoid Products” which created a local licensing framework for vendors who made such sales.

In 2023, the Minnesota Legislature approved Session Law Ch. 63, which expanded both the legalization of the types of THC products and the also the types of THC and Cannabis businesses permitted in the state. The same also established certain registration/licensing frameworks for edible cannabinoid vendors. The Legislature concurrently repealed MN Statute 152.092 (“Possession of Drug Paraphernalia Prohibited”) and made certain revisions to MN statute 152.025 (“Controlled Substance Crime in the Fifth Degree”), which excepts from that crime the possession of residual amounts of controlled substances which are found in drug paraphernalia. This exception was expanded to except possession of controlled substances *beyond* marijuana. (See the relevant portion of the revised law below.)

152.025 Controlled Substance Crime in the Fifth Degree

Subd. 2. Possession and other crimes.

A person is guilty of controlled substance crime in the fifth degree and upon conviction may be sentenced as provided in subdivision 4 if:

(1) the person unlawfully possesses one or more mixtures containing a controlled substance classified in Schedule I, II, III, or IV, except a small amount of marijuana or a residual amount of one or more mixtures of controlled substances contained in drug paraphernalia;

Subject to certain limitations, the 2023 laws permit cities to prohibit the public use of cannabis and cannabinoid products and also to prohibit the possession of drug paraphernalia. The City passed a moratorium at its last meeting to temporarily prohibit the operation of cannabis businesses to allow the time for the matter to be studied and for proper regulations to be established. The moratorium does not apply to edible cannabinoid products, which are currently sold pursuant to the City’s licensing process.

The state intends to begin registering vendors of edible cannabinoid products this fall. All such vendors must register with the state by October 1, 2023. It is believed that when the state begins to issue registration/licenses to such businesses, that local regulation thereof will be preempted. This will mean that the City of Spring Lake Park's Edible Cannabinoid Licensing framework must cease in favor of the state registration/licensing process. This proposed ordinance will repeal that licensing process and replace it with more basic zoning restrictions as to where such businesses may operate, in compliance with the new law. The Council will need to determine in what zoning districts these sales should be permitted and whether any restriction on the number of registrations will be imposed.

This proposed ordinance also exercises the City's authority to prohibit public use of cannabis and edible cannabinoids and prohibits the possession of drug paraphernalia within the City. The latter prohibition does not prohibit marijuana paraphernalia, but does prohibit possession of paraphernalia containing residual amounts of controlled substances *other than marijuana*. The passage of this ordinance will allow the maintenance of the status quo for law enforcement to conduct searches based on probable cause as to the possession of illegal controlled substances (e.g. methamphetamines, etc.).¹

If you have any questions, please don't hesitate to contact me at 763-561-2800. Thank you.

¹ Illustratively, in the event of detection of a controlled substance other than marijuana in a vehicle, an otherwise valid search of that vehicle can remain valid even if the search does not yield the discovery of a controlled substance beyond residue within drug paraphernalia.

**SPRING LAKE PARK
ORDINANCE XX**

NOW THEREFORE, be it ordained by the Council of the Spring Lake Park, in the State of Minnesota, as follows:

SECTION 1: **REPEAL** “11.48 EDIBLE CANNABINOID PRODUCTS” of the Spring Lake Park Municipal Code is hereby repealed in its entirety.

SECTION 2: **ADOPTION** “11.50 CANNABIS AND EDIBLE CANNABINOID PRODUCTS, AND DRUG PARAPHERNALIA” of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

11.50 CANNABIS AND EDIBLE CANNABINOID PRODUCTS, AND DRUG PARAPHERNALIA (*Added*)

SECTION 3: **ADOPTION** “11.50.010 Purpose And Intent” of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

11.48.010 Purpose And Intent (*Added*)

In 2022, the Minnesota Legislature adopted M.S. § 151.72, making it legal to sell certain edibles and beverages infused with tetrahydrocannabinol (THC), the cannabis ingredient extracted from hemp. In 2023, the Minnesota Legislature approved 2023 Session Law Ch. 63, expanding both the legalization of types of THC and cannabis products and also the types of THC and Cannabis businesses permitted, and further making certain amendments to existing law related to the possession of drug paraphernalia. The City Council deems it necessary to provide for the regulation of these products in order to protect the public health safety and welfare and to ensure that the products are sold in accordance with State Law.

SECTION 3: **ADOPTION** “11.50.020 Adoption Of State Law By Reference” of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

11.50.020 Adoption of State Law By Reference (*Added*)

The provisions of M.S. § 151.72 and M.S. Chapter 342, as each may be amended from time

to time, are hereby adopted by reference and are made a part of this section as if set out in full.

SECTION 4: **ADOPTION** “11.50.030 Public Use of Cannabis and Edible Cannabinoids Prohibited” of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

11.50.030 Public Use of Cannabis and Edible Cannabinoids Prohibited (*Added*)

It is unlawful for any person to use cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products as each is defined by state law, in a public place within the City of Spring Lake Park. For the purposes of this Section, “public place” shall not include:

- (a) A private residence, including the curtilage or yard of the same;
- (b) Private property not generally accessible by the public, unless the person is explicitly prohibited from consuming cannabis products, lower-potency hemp edibles, or hemp-derived consumer products on the property by the owner of the property by the owner of the property; or
- (c) The premises of an establishment or event licensed to permit on-site consumption, provided the use complies with the on-site consumption permitted.

Any violation of this Section 11.50.030 shall be a petty misdemeanor.

SECTION 5: **ADOPTION** “11.50.040 Limitations on the Sale of Edible Cannabinoid Products” of the Spring Lake Park Municipal Code is hereby *added* as follows:

A D O P T I O N

11.50.40 Limitations on the Sale of Edible Cannabinoid Products (*Added*)

Edible Cannabinoid Products, as defined by M.S. § 151.72, which contain no more than 0.3% Tetrahydrocannabinol (commonly known as “THC”), may only be sold by businesses which are registered with the City and the State of Minnesota and licensed, when required by state law. To be eligible to register to sell edible cannabinoid products within the City, an applicant must comply with all of the following:

- (a) Pay the applicable registration fee to the City; and
- (b) Comply with all state and local registration and state licensing requirements; and
- (c) Locate the principal place of business which will conduct the sales within the _____ zoning district and, at the time of the application, no more than one other business which does not qualify as a “Cannabis

Business” pursuant to M.S. Chapter 342 is currently registered or licensed to sell edible cannabinoid products within that district; and
(d) The sale of edible cannabinoid products outside of the zoning districts or in excess of the applicable registration limitations set forth in Section 11.50.40(c) is prohibited.

The City specifically intends that the requirements of this Section be considered local zoning requirements or regulations for the purposes of compliance with M.S. Chapter 342.

Any person or principal of any business found to be engaging in unlawful commercial activity in violation of this Section shall be guilty of a misdemeanor.

SECTION 6: **ADOPTION** “11.50.050 Possession of Drug Paraphernalia Prohibited” of the SpringLake Park Municipal Code is hereby *added* as follows:

It is unlawful for any person knowingly or intentionally to use or possess drug paraphernalia. For the purposes of this Section, drug paraphernalia is defined as all equipment, products, and materials of any kind, except those used in conjunction with permitted uses of controlled substances pursuant to state law, which are knowingly or intentionally used primarily in (1) manufacturing a controlled substance other than cannabis flower, cannabis products, lower potency hemp edibles, or hemp-derived consumer products, (2) injecting, ingesting, inhaling, or otherwise introducing into the human body a controlled substance other than cannabis flower, cannabis products, lower potency hemp edibles, or hemp-derived consumer products, or (3) enhancing the effect of a controlled substance other than cannabis flower, cannabis products, lower potency hemp edibles, or hemp-derived consumer products.

“Drug paraphernalia” does not include the possession, manufacture, delivery, or sale of: (1) hypodermic syringes or needles or any instrument or implement which can be adapted for subcutaneous injections; or (2) products that detect the presence of fentanyl or a fentanyl analog in a controlled substance.

Any violation of this Section shall be a petty misdemeanor.

SECTION 7: **AMENDMENT** “11.52.020(A) Criminal History License Background Investigations” of the Spring Lake Park Municipal Code is hereby *amended* as follows, by deleting the stricken language:

A M E N D M E N T

11.52.020 Criminal History License Background Investigations

- A. The Police Department is hereby required, as the exclusive entity within the city, to do a criminal history background investigation on the applicants for the following licenses within the city:
1. Peddlers, solicitors and transient merchants;
 2. Tobacco ~~or edible cannabinoid products~~;
 3. Intoxicating liquor;
 4. Wine and 3.2% malt;
 5. Liquor pawnbrokers;
 6. Second hand goods;
 7. Dealer vehicles for hire;
 8. Sauna;
 9. Massage services;
 10. Sexually oriented business;
 11. Lawful gambling premises;
 12. Permit bingo hall;
 13. Kennel license; and
 14. Used car dealership.

SECTION 8: The City Fee Schedule is hereby amended to establish the Lower-Potency Hemp Edible Retailer (Sale of Certain Edible Cannabinoids) application fee at \$125/year per retail location, an initial license fee of \$125/year per retail location, and a renewal license fee of \$125/year per retail location.

SECTION 9: **EFFECTIVE DATE** This Ordinance shall be in full force and effect upon approval and publication according to law.

PASSED AND ADOPTED BY THE SPRING LAKE PARK COUNCIL

_____.

	AYE	NAY	ABSENT	ABSTAIN
Councilmember Wendling	_____	_____	_____	_____
Councilmember Goodboe-Bisschoff	_____	_____	_____	_____
Councilmember Dircks	_____	_____	_____	_____
Councilmember Moran	_____	_____	_____	_____
Mayor Nelson	_____	_____	_____	_____

Presiding Officer

Attest

Robert Nelson, Mayor, Spring Lake
Park

Daniel R. Buchholtz, Administrator,
Clerk/Treasurer Spring Lake Park



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: July 7, 2023

Subject: Sketch plan for 1780 CSAH 10

The City of Spring Lake Park has received a sketch plan from Vincent Companies for a 100-unit, 55+ age restricted market rate apartment to be located on a 2.66 acre parcel currently occupied by 1780 CSAH 10, 1790 CSAH 10 and 8054 Spring Lake Park Road NE. This proposed project would represent a \$30 million investment in Spring Lake Park.

The properties are surrounded by SBM Station 1 to the northwest, an apartment building, townhome buildings and two duplexes to the west, a single-family home to the south, and Spring Lake Park Auto to the east. The site has adequate sanitary sewer and water infrastructure to accommodate the proposed development.

The sketch plan is included on the next page. It is subject to change as more information is gathered and City Code requirements incorporated, but is being provided for discussion purposes.

The City has a significant amount of senior housing, but it is all age restricted. This project would fill a gap in the City's housing stock for those seniors who would like to continue living in Spring Lake Park but whose income exceeds the limits set forth by HUD.

I will provide additional details on the proposed project on Monday. I would like to obtain your feedback so I can inform the developer as to the City's appetite for such a project.

Additional information about Vincent Companies can be found at www.vincentdevelopment.com. A project similar to this one is currently under construction in Burnsville. Project information on that development can be reviewed at www.vincentdevelopment.com/project/vincent-burnsville-apartments/.

If you have any questions, please do not hesitate to contact me at 763-784-6491.

Sketch Plan



POSTED: 7/8/21 FILE: 100000_004-3 UPGRADE 03/03/21

PROPOSED: **MULTI-FAMILY DEVELOPMENT** SPRING LAKE PARK, MN

DEVELOPER: **VINCENT DEVELOPMENT**

DESIGNED BY: **COLE GROUP ARCHITECTS, INC.**
 1500 104th Ave SE
 Suite 201
 Eden Prairie, MN 55347
 Phone: 952.944.4570
 www.colegroup.com

DATE: 03/03/21

PROJECT NO. 29

DATE: 03/03/21

DOCUMENT SET: A010

REVISIONS COMMENTS

SCALE: 1/8" = 1'-0"

SITE PLAN

100 SURFACE STALLS

100 COVERED STALLS

RAMP TO UNDERGROUND GARAGE

POND

POND

ESTIMATED PROPERTY LINE

ESTIMATED PROPERTY LINE

ESTIMATED PROPERTY LINE

ESTIMATED PROPERTY LINE

SPRING LAKE ROAD

MOUNDS VIEW HIGHWAY 10 BLVD

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Site Map

