



BELLE PLAINE ECONOMIC DEVELOPMENT AUTHORITY
NOTICE OF REGULAR MEETING AND AGENDA
CITY HALL, 218 NORTH MERIDIAN STREET
PLEASE USE THE NORTH ENTRANCE

MONDAY, JANUARY 14, 2019
5:00 P.M.

PLEDGE OF ALLEGIANCE.

5:00
P.M.

1. CALL TO ORDER. 1.1. Roll Call.

2. APPROVAL OF AGENDA.

3. APPROVAL OF MINUTES.

3.1. Regular Session Minutes of December 10, 2018.

4. TREASURERS REPORT.

4.1. Approval of Bills.

5. BUSINESS.

5.1. Discussion: Housing Meeting Background – Residential Development Opportunities

5.2. EDA Updates

6. ADMINISTRATIVE REPORTS.

6.1. Commissioner Comments.

6.2. Director's Update.

6.3. Upcoming Meetings.

1. Regular Session, 5:00 pm, Monday, February 11, 2019.

2. Chamber & EDA Gala – February 13, 2019.

7. ADJOURNMENT OF REGULAR SESSION.

There may be a quorum of the Belle Plaine City Council present at the meeting.

**BELLE PLAINE ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
DECEMBER 10, 2018**

PLEDGE OF ALLEGIANCE

President Krant led those present in the Pledge of Allegiance.

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Economic Development Authority met in Regular Session at 5:00 PM. on Monday, December 10, 2018 at City Hall, 218 North Meridian Street, Belle Plaine, MN. President Krant called the meeting to order with Commissioners Cary Coop, Lisa Fahey, Dick Coleman and Chris Meyer present. Commissioners Crystal Doyle and Nathan Shutes were not present. Also present was Community Development Director Smith Strack.

2. APPROVAL OF AGENDA.

MOTION by Commissioner Coleman, second by Commissioner Fahey, to approve the agenda as presented. ALL VOTED AYE. MOTION CARRIED.

3. APPROVAL OF MINUTES. 3.1. November 13, 2018 Regular Meeting Minutes.

MOTION by Commissioner Meyer, second by Commissioner Coop, to approve the November 13, 2018 Regular Meeting minutes as presented. ALL VOTED AYE. MOTION CARRIED.

4. TREASURERS REPORT.

4.1. Approval of Claims.

MOTION by Commissioner Coleman, second by Commissioner Meyer, to approve the presentation of claims. ALL VOTED AYE. MOTION CARRIED.

5. BUSINESS.

5.1. 2018 Annual Report/2019 Goals.

Chair Krant introduced the agenda item.

Community Development Director Smith Strack explained the EDA enabling resolution requires the EDA to submit an annual report to the City Council. The report addresses: EDA core functions, metrics for evaluating efforts, and a starting point for discussion of 2019 goals. Community Development Director Smith Strack requested discussion pertaining to goals for 2019 and also regarding presentation of the report to the City Council.

Community Development Director Smith Strack provided an overview of the draft EDA 2018 Annual Report, including potential goals for 2019.

The EDA discussed delivery of the report to the City Council. Chair Krant recommended the members of the EDA present the report at an upcoming City Council meeting. Commissioner Meyer, Mayor of Belle Plaine, agreed that it is appropriate to present the annual report to the Council. Meyer explained it will provide a better understanding and recognition of the dedication and efforts of the EDA. Commissioners Coleman and Krant agreed to present the annual report.

Commissioner Coleman commented on the importance of the City Council to review available statistics of economic growth for the City to help justify continued funding of EDA programs and the need for future increases. Community Development Director Smith Strack explained the budget and levy process regarding EDA functions. She recommended further discussion on EDA programs in 2019, including revolving loan fund, down payment home assistance and ROSE program. Commissioner Meyer recommended further discussion on programs, such as TIF or abatement, to assist residential developers as the City's stock of vacant lots is depleted. He opined that population is key to economic success. Commissioner Coleman also supported incentives. Community Development Director Smith Strack suggested a discussion on the City's participation in land acquisition. Commissioner Meyer recommended adding incentives to spur residential and commercial development as a priority goal of 2019. In early 2019, the EDA will discuss funds, timelines and residential development incentives as a priority along with other goals. Community Development Director Smith Strack will advise Commissioners Krant and Coleman of the scheduled date of the City Council meeting to present the 2018 Annual Report.

MOTION by Commissioner Fahey, second by Commissioner Coleman, to accept the EDA 2018 Annual Report and the 2019 Goals. ALL VOTED AYE. MOTION CARRIED.

5.2. Sidewalk Cafes in Downtown.

Chair Krant introduced the agenda item.

Community Development Director Smith Strack explained that Colt Oldenburg has a contract for purchase of property at 116 Main Street West (formerly Volleyball Products). Oldenburg has inquired as to whether or not the City would allow a sidewalk café in front of the building which he proposes to use as a brewpub. One option is to re-route the sidewalk into the street right-of-way directly in front of his establishment. Sidewalk cafes can: attract pedestrians and increase lingering, foster a spirit/culture of creativity/art/destination, positively impact the urban landscape and maximize use of space/re-envision space, and encourage walking/activity in the Downtown, and make businesses appear more active.

Strack stated the request has been considered by the Public Works Committee and the Public Safety Committee. Both committees have found the concept to be worthy of consideration. The Design Committee is reviewing design elements. The EDA is asked to comment on eligibility for sidewalk cafes from a business perspective.

Community Development Director Smith Strack explained the members of the Design Committee raised issues such as applicability and fairness to other businesses, concern for reduction of parking spaces, and existing restaurants in the downtown area that currently have sidewalk café seating without a permitting process. She explained that many other cities allow sidewalk cafes in the public right of way. One way to regulate sidewalk cafes is to limit permits to brew pubs and restaurants. Commissioners Meyer and Fahey were in favor of moving forward in allowing sidewalk cafes and the re-route of sidewalks if requested. Chair Krant concurred and commented the permit fee and design standards will self-police sidewalk cafes. The annual permit would be evaluated each year. Community Development Director Smith Strack explained that other cities require the applicant to notify adjacent property owners of the proposed sidewalk café. Commissioner Fahey noted that many on-street parking spaces are taken by apartment dwellers. Commissioner Coop questioned as to how this will affect those individuals who set up a chair on the sidewalk and smoke cigarettes. Commissioner Fahey opined there have been no complaints of the current café owners utilizing the sidewalk for seating.

It was the consensus of the Commission to proceed with sidewalk café permitting process for restaurants and brew pubs. Community Development Director Smith Strack will draft regulations that include a fee scale, critical design standards and conjunction with liquor licenses.

5.3 C/I Design Standards Workshop.

Chair Krant introduced the agenda item.

Community Development Director Smith Strack explained that Staff is continuing to work with Eric Oleson from Mankato-based Oleson Hobbie Architects (architect for city hall update) to define an approach to a workshop pertaining to design standards. The purpose of the workshop is to initiate an update of Section 1107.17 of the code relating to commercial/industrial design standards. Oleson has reached out to his contacts in local government to gain input on what they find helpful in design standards. He has also suggested a format for the meeting and defined relevant examples from his personal experience.

Community Development Director Smith Strack has compiled code standards from other Scott County communities. It was revealed that in several instances, Belle Plaine's code language is more restrictive than other Scott County cities – especially pertaining to requirements for industrial buildings, use of veneers/EFIS, pre-engineered structures, and prescribed percentages of materials.

Commissioner Coop asked for a definition of a pole building. Community Development Director Smith Strack responded the term refers to appearance. There are various material and construction options that fall under the category of a pole building.

5.4. Expiring Commissioner Term – Nathan Shutes.

Community Development Director Smith Strack reported Mr. Shutes will not be seeking re-appointment.

6. ADMINISTRATIVE REPORTS.

6.1. Commissioner Comments.

Commissioner Meyer reported there are three potential mining operations near the northeast entrance of Belle Plaine and expressed concern for appearances, nuisance, disturbances and fumes. Commissioner Coleman noted that Belle Plaine Motor Company closed their business here and moved to Le Sueur. Commissioner Fahey explained the larger facility in Le Sueur allowed them to combine their three operations. Chair Krant inquired about an update on the Renaissance Festival. Community Development Director Smith Strack and Commissioner Meyer are of the understanding that Renaissance organization purchased land near the Scott County fairgrounds. Commissioner Coop asked if the local solar garden is operating. Community Development Director Smith Strack answered affirmatively.

6.2. Director's Update.

Community Development Director Smith Strack provided the Director's Update.

6.3. Upcoming Meetings.

1. Next Regular Session, 5:00 PM, Monday, January 14, 2019.

The Commissioners were reminded of the next meeting as listed.

7. ADJOURNMENT OF REGULAR SESSION.

MOTION by Commissioner Meyer, second by Commissioner Coop, to adjourn the meeting at 6:17 p.m.
ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Bonnie Vinkemeier and Patricia Krings
Acting Recording Secretary



MEMORANDUM

DATE: January 14, 2019
TO: EDA President Krant, EDA Board Members, and Administrator Meyer
FROM: Cynthia Smith Strack, Community Development Director
RE: Item 4.1 Payment of Claims

REQUEST: Motion to Approve Payment of Claims

GENERAL INFORMATION

The EDA approves accounts payable for the EDA fund (801) and EDA Revolving Loan Fund (800) at each regular meeting. Attached please find claims for January for your consideration.



CITY OF BELLE PLAINE
AP DEPARTMENT APPROVAL
 DECEMBER 2018

12/13/18 4:21 PM
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Act Code Check Name Amount Comments

FUND 801 ECONOMIC DEVELOPMENT AUTHORITY

DEPT 460500 DEVELOPMENT

801-460500-201000	SUEL PRINTING COMPANY	\$15.20	EDA - OFFICE SUPPLY
801-460500-202000	METRO SALES INCORPORATED	\$300.52	EDA - COPIER USAGE
801-460500-202000	OFFICE DEPOT, INC	\$11.62	EDA - PAPER
801-460500-311000	KENNEDY & GRAVEN CHARTERED	\$747.25	EDA - LEGAL AZTRON
801-460500-321000	FRONTIER COMMUNICATIONS	\$116.42	EDA - PHONE
801-460500-351000	BELLE PLAINE HERALD -	\$23.63	COMMISSION AD - EDA
801-460500-351000	BELLE PLAINE HERALD -	\$23.63	COMMISSION AD - EDA
801-460500-575000	PC2 SOLUTIONS	\$16.43	EDA - COMPUTER
801-460500-575000	PC2 SOLUTIONS	\$60.63	EDA - COMPUTER

CLS
12/20/18

DEPT 460500 DEVELOPMENT

\$1,315.33

FUND 801 ECONOMIC DEVELOPMENT AUTHORITY

\$1,315.33



CITY OF BELLE PLAINE
AP DEPARTMENT APPROVAL
 DECEMBER 2018

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Act Code Check Name Amount Comments

FUND 801 ECONOMIC DEVELOPMENT AUTHORITY

DEPT 460500 DEVELOPMENT

801-460500-108000	RICKY J KRANT	\$120.00	2018 4TH QTR PER DIEM EDA
801-460500-108000	NATHAN R. SHUTES	\$80.00	2018 4TH QTR PER DIEM EDA
801-460500-108000	CHRIS MEYER	\$120.00	2018 4TH QTR PER DIEM EDA
801-460500-108000	RICHARD W COLEMAN	\$80.00	2018 4TH QTR PER DIEM EDA
801-460500-108000	CARY G. COOP	\$120.00	2018 4TH QTR PER DIEM EDA
801-460500-108000	LISA FAHEY	\$120.00	2018 4TH QTR PER DIEM EDA
801-460500-311000	KENNEDY & GRAVEN CHARTERED	\$438.25	EDA - LEGAL AZTRON

CLS
1/7/19

DEPT 460500 DEVELOPMENT

\$1,078.25

FUND 801 ECONOMIC DEVELOPMENT AUTHORITY

\$1,078.25



CITY OF BELLE PLAINE
AP DEPARTMENT APPROVAL
JANUARY 2019

Act Code Check Name Amount Comments

FUND 801 ECONOMIC DEVELOPMENT AUTHORITY

DEPT 460500 DEVELOPMENT

801-460500-131000 PATRICIA KRINGS

\$12.00 RETIREE INSURANCE - EDA

DEPT 460500 DEVELOPMENT

\$12.00

FUND 801 ECONOMIC DEVELOPMENT AUTHORITY

\$12.00

CS
1/7/19



MEMORANDUM

DATE:	January 14, 2019
TO:	EDA President Krant, EDA Board Members, and Administrator Meyer
FROM:	Cynthia Smith Strack, Community Development Director
RE:	Item 5.1 Residential Development Opportunities

GENERAL INFORMATION

The EDA's 2019 goals include hosting a joint meeting of the City Council, Planning Commission, and EDA in Q1 to plot efforts to increase rooftops. Staff has conferred with the City Administrator who suggests the meeting be held in March.

Staff has compiled the attached list of residential development opportunities discussed over the past three years for presentation at the EDA meeting. Background on the 23 properties includes discussion history, parcel opportunities, and parcel challenges. In addition, staff has followed up with a number of the property owners and/or representatives for perspective on the outlook for 2019, barriers to the creation of new, improved residential lots, and comparison to other communities including Carver, Elko New Market, Jordan, and New Prague.

The attached information and presentation is intended to provide perspective on local housing opportunities in advance of the joint meeting.

ACTION

This item is for information.

RESIDENTIAL DEVELOPMENT OPPORTUNITIES

	Owner	AKA	Acres	Planned Use	EMV	Challenge	Opportunity	History
1	Fogarty Trust	Site by Kwik Trip	1	High density residential - minimum 12 du/ac	\$ 99,000.00	Small lot	Shovel ready	Previous apt proposal
2	Fogarty Trust	State St, Court St, Forest St	22	Transitional residential medium to low density - minimum 3-6 du/ac	\$ 288,500.00	Small distance between State St, Xcel lines/easement, and southern property line; not platted; no utilities; large trust	Abuts utilities and roadways. Potential parkland parcel north of creek.	Information gathered re: utility extension. Schrom reviewed. Numbers didn't work.
3	Margaret Hunter Property	Gregory Farm	16	Transitional residential medium to low density - minimum 3-6 du/ac	\$ 209,000.00	Small distance between State St, Xcel lines/easement, and southern property line; not platted; no utilities; access to Old Hwy 169 issue	Abuts utilities and roadways. Manageable size of acreage. Willing property owner.	Schrom looked at, had purchase agmt which expired. List price \$500,000
4	Provence 2nd	Outlot E - POTR First	24	Low density residential - 3 du/ac	\$ 310,700.00	Development financing	Prel & final plat approved, devel agmt prepared, construction plans/specs completed	Platted as POTR 2nd, final plat filing date expired
5	Chatfield On The Green 3rd	Ames Property	22 acres - two separate parcels	Transitional residential medium to low density - minimum 3-6 du/ac	\$ 403,700.00	Loomis Homes tried to purchase, went to a different community instead. Ames not interested in developing.	Concept planned, abuts existing urban development	Loomis had kicked tires on development, invested in another community. Ames will not pursue additional lots in 2019. The numbers don't work. Even if bldg permit incentive was available the cost of bringing improved lots to market aren't close.
6	Farmers 3rd	Kubes/McCue	80 acres (part of)	Low density residential - 3 du/ac	\$ 914,300.00	Large acreage; addl utility expense; parkland issue	Abuts existing development	Randy and Chris Kubes met with staff to review concept plan in 2018; numbers didn't work; will likely try again in the future but may not be 2019
7	Kes Property	Former TLHA property	4	Medium density residential - 6+ du/ac; zoned R-7	\$ 231,000.00	Access from private drive	Shovel ready	Previously approved for two 40 unit apartment bldgs; previous concept - townhomes/patio homes; Schrom current.
8	CLC property	Elk/Commerce	2.3	High density residential - minimum 12 du/ac	\$ 110,200.00	Flat level of interest in selling previously	Shovel ready	Previous site discussion re: workforce hsg development

RESIDENTIAL DEVELOPMENT OPPORTUNITIES

	Owner	AKA	Acres	Planned Use	EMV	Challenge	Opportunity	History
9	Gary/Lynn Crosby	East (Elk St) Site	9	Medium density residential - 6+ du/ac; zoned R-7	\$ 115,200.00	Elk Street intersection; parkland; numbers working	Previously subject of concept plan	Previous concept plan discussion with staff and at Council level
10	Gary/Lynn Crosby	West (Commerce Dr) Site	16	Medium density residential - 6+ du/ac; zoned R-7	\$ 213,200.00	Numbers working	Previously subject of concept plan discussion with staff	Previously subject of concept plan discussion with staff
11	Wayne Schmidt	Outlot A - Southern Oaks (Elk St & South St)	10	Low density residential - 3 du/ac	\$ 130,000.00	Owner not interested in selling or developing at this time; not platted	Adjacent to existing utilities	Owner not interested in selling or developing at this time
12	Wayne Schmidt	Non platted south of Southern Oaks 1st Addition	17.5	Medium density residential - 6+ du/ac; zoned R-3	\$ 222,400.00	Owner not interested in selling or developing at this time; not platted	Adjacent to existing utilities	Owner not interested in selling or developing at this time
13	School property	Oakcrest Trail & South Street	20	Medium density residential - 6+ du/ac; zoned R-3	\$ 260,000.00			
14	Wayne Schmidt	Robert Creek outlot C	51	Medium density residential - 6+ du/ac; zoned R-3	\$ 628,800.00	Owner not interested in selling or developing at this time; not platted	Adjacent to existing utilities	Owner not interested in selling or developing at this time
15	Obrien Family Trust	Meridian Street & Orchard	4	High density residential - minimum 12 du/ac	\$ 72,100.00	Orchard St issue, not platted, site layout	Adjacent to existing utilities	Previous site identified for workforce housing
16	Roger Stier	Meridian St & Evergreen	4	High density residential - minimum 12 du/ac	\$ 53,800.00	Evergreen connection, foreclosure redemption period	Platted, utilities to site	Previous site identified for workforce housing
17	STIKO Properties LLC	Five lots that comprise Stier Bus property	1.85	Highway Commercial	\$ 829,000.00	Acquisition cost	Location	Previous site identified for workforce housing
18	Hubers	Bldg plus parking lot	1.13	Mixed use - residential & commercial	\$ 353,400.00	Acquisition and demolition costs; rectangular shaped parcel	Location	Previous site identified for workforce housing
19	Hennen property	Store plus warehouse bldg	0.32	Mixed use - residential & commercial	\$ 275,400.00	Acquisition and demolition costs; small parcel size	Location	On market for sale for extended period
20	Townsend Property	NW quadrant of Enterprise & Commerce	9.5	Mixed use - residential & commercial	\$ 112,700.00	Willingness of seller to sell	Location	Previous site identified for workforce housing
21	Donald O'Brien	Corner of Willow and South St	0.5	Mixed use - residential & commercial	\$ 16,500.00	Fill and heavy trees	Location	Previous discussion of small apartment bldg
21	Scott Schmidt	Meridian & Court - two lots	0.43	Mixed use & med density residential - zoned CBD and R7	\$ 35,800.00	Small lots, abut Valor	Shovel ready	Previously sketched six attached (duplex) for lots combined

RESIDENTIAL DEVELOPMENT OPPORTUNITIES

	Owner	AKA	Acres	Planned Use	EMV	Challenge	Opportunity	History
22	Stier Heritage Farm	Just east of Wildflower 1st - Ash/Evergreen/Century	11.88	Low density residential suitable for R-1, R-2, or R-3	\$ 80,800.00	In township, needs improvements. List price \$330,000 - 408% of EMV.	Improvements to property line, easy to develop	Previous information from realtor posted on website; email inquiry from one developer. Estimate total cost to develop a lot (R-3; 25 lots; 30% of area for roads/easements) is \$75-\$85K. Land cost = \$13,130/lot; annexation, trunk fees, parkland fees = \$3,690/lot; improvements = \$55,200/lot; platting & construction contingency = \$13,800/lot.
23	Phil Morris - Haralson Drive (east side of street)	Gary Crosby townhomes	6 town home lots platted as Apple Acres	Zoned R-3	\$11,000/lot	In developed area. Water and sanitary in; storm and road needed. City owns lot by South Street where Haralson will intersect. That lot will be dissected by Haralson, could use residual lot to the east of future Haralson as an incentive	Assessments likely to only be acceptable on east side of street. Haralson needs to be extended.	Staff have discussed completing improvements with builder over past several years. Est cost (2017) to complete improvements = \$180,600. Estimates based on narrowing road, connecting Haralson to South Street, adding 8' bit trail and 10 water/sanitary services

RESIDENTIAL DEVELOPMENT OPPORTUNITIES

	Owner	AKA	Acres	Planned Use	EMV	Challenge	Opportunity	History
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Notes from discussions: Top price for vacant, improved resid lots in BP is about \$55,000. Takes \$70-\$80,000 per lot to create a shovel ready vacant lot. Who is building in New Prague = local builders. Who is building in Jordan = local builders. Who is building in Carver = national builders. Who is building in Chaska = national builders.

MLS Survey - active listings & sold within past 12 months - vacant, improved residential lots (bring a builder)

City	# Active Listings	Price Low	Price High	# Sold	Price Low	Price High
Belle Plaine	5	\$ 25,000	\$ 40,000	1	\$ 58,000	n/a
Jordan	5	\$ 60,000	\$ 68,000	1	\$ 65,000	n/a
New Prague	87	\$ 44,900	\$ 69,900	5	\$ 49,900	\$ 82,900
Carver	14	\$ 95,000	\$ 125,000	3	\$ 99,900	\$ 120,000

Notes from discussions: BP is different than New Prague in that there are really no vacant residential lots (i.e. bring your builder; not build to suit) available. New Prague has over 80 available but lot sales are slow. Most thought 2018 was going to be a good year. Buyers didn't show up in March and April weather cooled those looking. Second half slow. Bargain hunters are shopping now. During 2018 labor costs and material prices continued to increase. Hearing labor and materials are expected to hold steady in 2019. Local builders build quality because it's their name on the project. Better quality means higher price. People are not willing to pay \$450,000 for a new home if they can buy a ten year old home for \$350,000. Empty nesters often have equity but don't want another mortgage so have limited buying options - often around \$300,000 price. Local builders try to be responsive to market wants and diversify as per demand. One development in BP we looked at in 2018 cost to create vacant residential lot was \$65,000 before margin and holding costs. We haven't really seen a recovery from great recession. Housing gains were artificially influenced by banks selling off foreclosed lots. Now that that inventory is gone lot development isn't possible because cost of 'retail' lots exceeds what you can get for them on the market. Who is building in New Prague = local builders. Who is building in Jordan = local builders and now Lennar because SM Hentges functioned as developer/contractor and got a good deal on the land. Selling lots to Lennar at \$40K. Who is building in Carver = national builders. Who is building in Chaska = national builders. Outlook for 2019 hopeful. Advice - be patient and hopeful; mostly make projects that are proposed work - shoot for what's possible not perfection.

Notes from discussions: Not planning on bringing additional lots to market in 2019. The numbers don't work and aren't really even close. Market slowed in Spring 18 and didn't come back. A development we own in Jordan is just barely scratching by. Building permit incentives would help if we were close to break even, but were not there yet. Asked about contractor/developer scenario like that in Jordan with SM Hentges. Contact said even if land cost out of the equation it still takes at least \$40K to improve a lot and that's w/out fees or margin. Can't really sell a small lot for much more than that, so again, the numbers just don't work.

Thought: work around the edges vs big swing

Thought: how to bring down cost of improved lots? Smaller lot sizes. Will 8,000 sf lots sell in BP? According to R. Kubes they do in Lakeville, Rosemount. Not in BP or Savage. Flexibility is needed tho so a range of lot sizes.

Thought: how to increase value of improved residential lots - is this an appraisal issue or an issue of comparing list price with EMV? Appraisal problem add to perceived value of community - 'it' quality, desirability, quality of schools, quality of life. EMV - vacant residential lots owned by builders valued at \$27,500.

Thought: Who are the policy experts? Where are the top minds?

Thought: Time to invest in MF?



MEMORANDUM

DATE: January 14, 2019
TO: EDA President Krant, EDA Board Members, and Administrator Meyer
FROM: Cynthia Smith Strack, Community Development Director
RE: Item 5.2 Updates

GENERAL INFORMATION

Following are updates on a few items discussed at the December meeting.

2018 Annual Report to Council

The EDA reviewed a draft report to the City Council at the December meeting. The EDA requested an additional goal be added and recommended the report be presented to the City Council during the business portion of the meeting.

Commissioners Krant and Coleman will be presenting the report on Tuesday, January 22nd (Monday the 21st is a holiday) as soon after 6:30 as possible. A final copy of the annual report is attached.

Outdoor Sidewalk Cafes

The EDA provided input into the concept of allowing outdoor sidewalk cafes in the Central Business District. The EDA's comments together with those from the Public Works Committee, Public Safety Committee, and the Design Committee were discussed at a City Council work session on January 7, 2019. The Council viewed the concept of outdoor sidewalk cafes positively. Language authorizing such cafes is scheduled to be reviewed by the Planning Commission in a meeting immediately following the EDA meeting. Draft language proposed for licensing is attached.

The draft language:

1. Requires a license for outdoor sidewalk cafes. The license is reviewed/approved administratively unless required conditions are not met.
2. Exempts placement of tables and chairs in the sidewalk providing: a minimum five foot clear zone is provided for pedestrians; tables/chairs are able to be moved indoors after hours; and, the Public Works Superintendent approves of the placement.
3. Requires a site plan to be submitted and that immediately adjacent property owners be notified of the intended sidewalk café.
4. Requires proof of insurance be submitted.
5. Conditions applicable to: (a) the site; (b) café design; and, (c) site/café management apply.
6. Outdoor sidewalk cafes are limited to the Central Business District adjacent to Main & Meridian.

ACTION

This item is for information.

Executive Summary

This report documents the EDA's activities over the previous year and satisfies an annual report to the City Council requirement contained in the EDA Enabling Resolution. The report may be used to assess progress toward economic development pursuits including: the creation of new wealth; 'setting the table' for new business opportunities; and spurring economic investment and job creation locally. In summary:

- The Belle Plaine EDA pursues four core functions: organizational development, business development, market development, and infrastructure development. Organizational development efforts focus on maintaining and enhancing the capacity of the EDA as a public entity. Market development efforts are outreach actions including but not limited to website maintenance, production of marketing materials, and participation in local and regional events/establishments. Infrastructure development activities strive to 'set the table' for economic development including the creation of shovel ready commercial and industrial sites. Business development activities are implemented to retain and attract business.
- The EDA met 12 times in 2018. The regularly scheduled meeting date is the second Monday of each month at 5 p.m. Meetings are held in the Council Chambers at City Hall and open to the public.
- The EDA employs a variety of metrics to gauge progress and efficacy, including:
 - New commercial construction value added (nearly \$22M since 2010; commercial-industrial building activity increased slightly over 2017, however, no major new commercial/industrial construction or expansions occurred in 2018);
 - Estimated market value and taxable market value trends (commercial/industrial values increased year over year for the previous two consecutive years, first time since 2010);
 - Unemployment analysis (rates across the board are near record lows and could be inflationary; Scott County rate is below state, nation, and Twin Cities MSA but on a par with Mankato and Rochester);
 - Monitoring of local establishment, job, and wage statistics (jobs held steady but the number establishments increased (up 27) and wages show increases in 2018, perhaps in response to low unemployment);
 - Examination of housing starts (dipped in 2018 after holding steady in 2017);
 - Examination of new business starts (metric added this year, will track over time; Belle Plaine (pop. 7,119) slightly trails New Prague (pop. 7,800) and Jordan (pop. 6,255));
 - Historical sales and use data (increasing).
- Goals for 2019 include:
 - ✓ Host joint meeting of City Council, Planning Commission, and EDA in first quarter 2019 with purpose of plotting efforts to increase rooftops
 - ✓ Advocate for additional residential lots being brought to market
 - ✓ Fully support an application to MHFA for affordable housing tax credit project
 - ✓ Consider requests for tax increment financing and/or abatement to support workforce housing and/or redevelopment
 - ✓ Meet with highway business property/business owners
 - ✓ Work with the Design Committee, Planning Commission, and City Council to update commercial industrial design standards in a manner balancing affordability and desired aesthetics
 - ✓ Review HRA programs
 - ✓ Support/encourage development of new dwelling units as a means of increasing retail/service demand

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Purpose

City Code Chapter Two defines the EDA’s purpose as advising the City Council in all matters relating to economic development. The purpose statement also includes EDA goals as follows:

- ✓ Recruitment of new business and industry
- ✓ Retention and expansion of existing business and industry
- ✓ Diversification of the community’s economy
- ✓ Retention and creation of jobs with livable wages
- ✓ Increasing community tax base
- ✓ Planning and coordination of economic development resource and efforts

Core Functions

The Belle Plaine EDA as a driving force for economic development pursues four core functions: organizational development, business development, market development, and infrastructure development.

- ✓ Organizational development efforts focus on maintaining and enhancing the capacity of the EDA as an economic development organization. Resources allocated to this core function are associated with meeting attendance, meeting packet preparation, drafting meeting minutes, organizational recordkeeping, goal setting and administration, and budget development and administration.
- ✓ Market development efforts are outreach actions, which include but are not limited to website maintenance, production of marketing materials, and participation in local and regional events/establishments.
- ✓ Infrastructure development activities strive to ‘set the table’ for economic development. Activities included within this core function are efforts toward the creation of shovel ready commercial and industrial lots.
- ✓ Business development activities are strategies implemented to retain and attract business. These strategies should create an economic environment supportive of retaining and attracting business, including the provision of a variety of life-cycle housing options. Activities included in this core function are related to: business attraction, business retention/expansion efforts; downtown revitalization; housing construction/revitalization; meetings, research, and information sharing with qualified project contacts and representatives; and administration of technical/financial assistance programs.



2018 Activity by Core Function

The following illustrations depict activities by core function as monitored by Community Development Department staff. The illustrations are included to provide context and background for the BPEDA and City Council with regard to department activities conducted under the concept of 'development' intended to include the concepts of community and economic development.

Additional information related to each core function and individual work category is available through the Community Development Department.

ORGANIZATIONAL DEVELOPMENT

- 12 Meetings
- Recordkeeping
- Packet Preparation
- Goal setting and Administration
- Training Work Shops
- Budget

MARKET DEVELOPMENT

- Meeting with Realtors/ Developers
- Attend Chamber Board Meetings
- Website: Property Availability
- Manage Interactive Jobs Board
- Social Media Content Mgmt
- Marketing & Outreach

INFRASTRUCTURE DEVELOPMENT

- Interceptor Sewer
- Valley Business Park Third Addition
- New Dwelling Units
- Infrastructure Related Mtgs
- SCALE Tech Team
- Workforce Hsg Meetings/Outreach

BUSINESS DEVELOPMENT

- Zoning + Property Info Requests - 48
- TIF/Abatement w/ Eight Leads
- ROSE Discussed 13 Projects
- RLF Discussed 16 Projects
- Workforce Housing Meetings
- EDA Gala

2018 Meetings

The EDA met in regular session eleven times in 2018. In addition, a special meeting with real estate professionals and developers was held in work session was held in April. The regularly scheduled meeting date is the second Monday of each month at 5 p.m. Meetings are held in the Council Chambers at Belle Plaine City Hall. The meetings are open to the public. EDA Members participated in a total of 12 meetings in 2018. A loan review subcommittee met on two separate occasions in 2018.

2018 EDA Officers

OFFICER	BOARD MEMBER NAME	TERM EXPIRES
President	Rick Krant	01/31/2021
Vice President	Lisa Fahey	01/31/2024
Treasurer	Dick Coleman	01/31/2022
Vice Treasurer	Nathan Shutes	01/31/2019
At Large	Crystal Doyle	01/31/2021
Council Representative	Chris Meyer	Coterminous with Mayoral Term
Council Representative	Cary Coop	Coterminous with Council Term

Metrics

The EDA may employ a variety of metrics to gauge progress and efficacy. The following information will be used as a base to examine future progress toward enhancing the commercial/industrial portion of the City’s total value and, thereby diversifying the tax base, providing employment opportunities, and addressing the needs of the community.

Historical Building Permit Values: Commercial and Industrial

Commercial construction activity increased slightly in 2018. Total commercial/industrial construction value added since 2010 is nearly over \$22 million.

Churn continued in storefronts in the Downtown, with some spaces opening and some becoming re-occupied.

YEAR	VALUE
2018	\$ 675,000
2017	\$ 425,000
2016	\$ 9,097,240
2015	\$ 2,396,480
2014	\$ 305,329
2013	\$ 1,812,645
2012	\$ 2,378,456
2011	\$ 1,845,368
2010	\$ 3,059,055



Historical Market Value and Tax Capacity Composition

The percentage of the City’s market and tax capacity values related to commercial and industrial property have fluctuated in the past. Decreases in market value mid-period equate to depreciation of real estate and slowing of new value added. Value created is typically added two years after certificate of occupancy issued. The dramatic increase in apartment and commercial/industrial value year over year 2018-preliminary 2019 reflects the value of KingsPath/Ridgeview. The decrease in residential vacant land equates to increased consumption of vacant and infill lots. The uptick in residential value is a lagging mirror of the uptick in new home permits in 2016.

For the second consecutive year commercial/industrial market values have increased. This is the first time in over a decade that commercial/industrial market value has increased in two consecutive years.

Estimated Market Value Totals (Historical – All Classes)

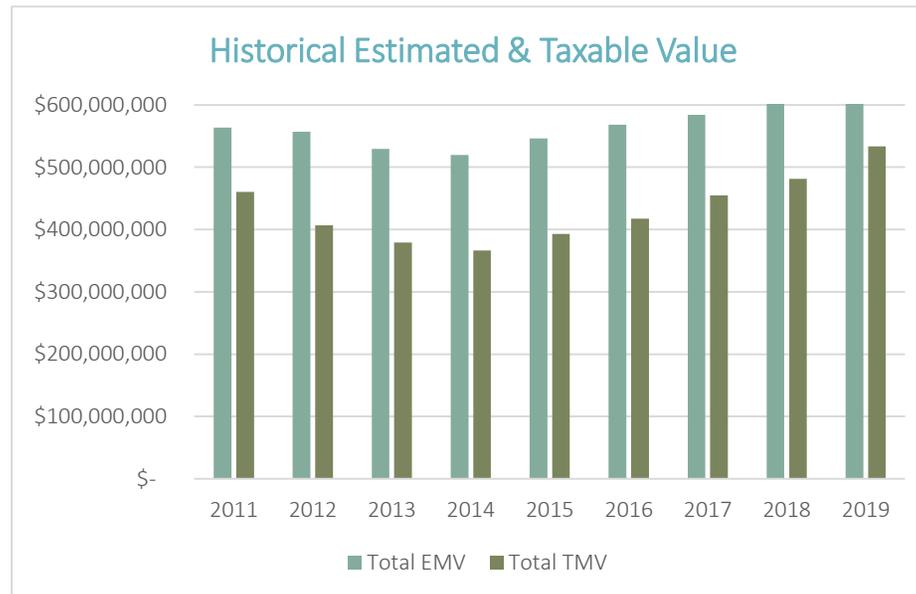
	2011	2012	2013	2014	2015	2016	2017	2018	2019 (prel)
Agricultural	17,341,900	17,382,700	17,006,200	17,243,900	17,670,100	18,508,000	18,907,800	18,825,300	19,742,400
Apartment	8,815,500	8,992,600	9,359,000	9,367,000	9,259,000	9,704,100	21,023,700	21,649,600	28,599,600
Comm/Indust	56,597,000	58,204,400	55,007,700	54,013,700	54,403,200	54,254,000	52,399,600	53,442,800	59,851,700
Exempt	95,892,200	99,956,200	99,252,900	101,933,000	103,773,600	101,494,700	85,820,400	88,486,100	90,607,000
Other	932,100	913,500	913,500	913,500	928,700	1,022,600	1,022,800	1,023,900	688,400
Public/Utility/RR	3,688,300	3,860,800	4,231,000	4,169,200	4,196,600	4,283,200	4,129,100	4,740,000	4,740,000
Res Improved	369,589,500	358,649,300	335,722,400	324,331,900	348,502,300	371,217,000	394,347,800	425,535,600	462,535,100
Res Vacant Land	10,519,500	9,087,300	7,830,000	7,652,300	7,383,300	7,503,700	6,490,200	5,075,500	5,387,300
TOTAL	563,376,000	557,046,800	529,322,700	519,624,500	546,116,800	567,987,300	584,141,400	618,778,800	672,151,500

Estimated Market Value Percentage Change (Historical – Year Over Year)

	2011	2012	2013	2014	2015	2016	2017	2018
Agricultural	0.24%	-2.17%	1.40%	2.47%	4.74%	2.16%	-0.44%	4.87%
Apartment	2.01%	4.07%	0.09%	-1.15%	4.81%	116.65%	2.98%	32.10%
Comm/Indust	2.84%	-5.49%	-1.81%	0.72%	-0.27%	-3.42%	1.99%	11.99%
Exempt	4.24%	-0.70%	2.70%	1.81%	-2.20%	-15.44%	3.11%	2.40%
Other	-2.00%	0.00%	0.00%	1.66%	10.11%	0.02%	0.11%	-32.77%
PP Public Utility/RR	4.68%	9.59%	-1.46%	0.66%	2.06%	-3.60%	14.79%	0.00%
Residential	-2.96%	-6.39%	-3.39%	7.45%	6.52%	6.23%	7.91%	8.69%
Resid Vacant Land	-13.61%	-13.84%	-2.27%	-3.52%	1.63%	-13.51%	-21.80%	6.14%

Taxable Market Value Percentage Change (Historical – Year over Year)

	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
Agricultural	-8.73%	9.77%	5.25%	3.67%	0.13%	1.73%	-4.18%	1.36%
Apartment	2.01%	4.07%	0.09%	-1.15%	4.81%	116.65%	2.98%	32.10%
Comm/Indust	2.84%	-5.49%	-1.81%	0.72%	-0.27%	-3.42%	1.99%	11.99%
Other	-2.00%	0.00%	0.00%	1.66%	10.11%	0.02%	0.11%	-32.77%
PP Public Utility/RR	4.68%	9.59%	-1.46%	0.66%	2.06%	-3.60%	14.79%	0.00%
Res Improved	-14.39%	-7.82%	-4.22%	9.33%	7.80%	7.23%	8.94%	10.10%
Res Vacant Land	-13.61%	-13.84%	-2.27%	-3.52%	1.63%	-13.51%	-21.80%	6.14%



Unemployment

The following table illustrates historical unemployment in metropolitan areas in Minnesota (excluding Duluth), Scott County, the state, and the nation. Although expert opinions vary, generally a healthy unemployment rate is between 4.5% and 6% in the current economic climate. Lower unemployment rates are seen as inflationary. Higher unemployment rates are typically viewed as leading to a decrease in consumer spending. Additionally, unemployment rates are delayed economic indicators that confirm what has occurred and are counter-cyclical, meaning that the lower the rate the better the economy.

2018 year to date (through October) unemployment rates across the board are very low, with most areas decreasing by almost a full percentage point over the past year. Potential impacts of extremely low unemployment include wage inflation and inefficiencies in productivity.

YEAR	EMPLOY.	ESTAB.	AVG. WK. WAGE
2011	2,013	100	\$739
2012	2,068	98	\$763
2013	1,998	107	\$774
2014	1,477	102	\$777
2015	1,542	99	\$809
2016	1,595	100	\$703
2017	1,750	110	\$775
2018	1,750	137	\$1,225

Minnesota MSA Unemployment Rates (Historical – Exc. Duluth)

Year	St. Cloud MSA	Rochester MSA	MSP MSA	Mankato MSA	Scott Co	State	USA
2011	6.5%	5.6%	6.3%	5.3%	5.8%	6.6%	9.0%
2012	5.6%	4.6%	5.5%	4.7%	5.0%	5.6%	8.1%
2013	5.1%	4.2%	4.7%	4.0%	4.4%	4.9%	7.4%
2014	4.3%	3.7%	3.9%	3.3%	3.6%	4.2%	6.2%
2015	3.8%	3.2%	3.4%	2.9%	3.1%	3.7%	5.3%
2016	4.0%	3.9%	3.9%	3.2%	3.4%	4.1%	5.0%
2017	3.4%	2.9%	3.1%	2.8%	2.8%	3.6%	4.4%
2018	2.1%	1.9%	2.1%	1.7%	2.0%	2.8%	3.7%



Employment and Wages

A review of employment (number of jobs), establishment (number of businesses), and wage (weekly) trends can assist in gauging the relative stability and performance characteristics of a local economy.

In 2014, Belle Plaine experienced a significant decrease in employment and a loss of five business establishments. The jobs were lost in the leisure and hospitality North American Industry Classification System (NAICS) supersector meaning arts, entertainment, accommodations, and food service establishments. In 2017 the number of jobs increased while wages declined. This was likely a sign of recovery from 2014 lows, primarily within the leisure and hospitality NAICS supersectors.

Historical Jobs, Establishments, and Wages

In 2018 wages increased while the number of employment positions held steady. The data is limited to Q1 & Q2 and may reflect construction trade activity. Historically third and fourth quarter data have raised the annual employment and weekly wage averages. The number of reported business establishments has increased noticeably.

Wages are important factors in evaluating and predicting economic cycles. Higher wages tend to lead to increased consumption which results in increased sales and an increase in productivity with a corresponding increase in wages.

Consumer spending accounts for approximately seventy (70) percent of economic growth; as such wages and resulting consumer spending can be highly linked in local economies.

Historical Housing Starts

New home construction in Belle Plaine peaked in the early 2000's and has decreased significantly thereafter. New home construction in Belle Plaine was at its lowest between 2011 and 2012 and has been rebounding. Year over year 2016-2017 new home starts were relatively flat. Year over year starts 2017-2018 illustrate a dip.

Total value of the 21 new home permits issued through December 5, 2018 is \$4.85M.

Nationally, statewide, and regionally sources are reporting slowing of housing starts second half 2018.

Locally, vacant lot inventory is becoming depleted. A supply of vacant lots equal to three to five years of annual housing starts is considered adequate. At this time, we have approximately 40 vacant, improved lots predominantly owned by one developer. The vacant lot supply equates to about 1.5 years of growth.



New Business Filings

Scott County First Stop Shop staff track and distribute information on new business filings for cities in Scott County. The information is helpful to determine business activity and it provides perspective relative to similar sized communities. New business filings are by not limited to those operating in commercial or industrial zones. New business filings in Belle Plaine (population 7,119) slightly trail those in Jordan (population 6,255) and New Prague (population 7,800).

New Business Filings Scott County Cities 2018 YTD

Month	Belle Plaine	Elko NM	Jordan	New Prague	Prior Lake	Savage	Shakopee	Total
January	6	3	6	9	33	27	27	111
February	3	0	7	6	26	18	29	89
March	5	0	8	5	27	16	32	93
April	4	2	5	4	23	19	35	92
May	6	1	5	7	37	21	30	107
June	5	0	6	2	19	15	31	78
July	7	3	6	9	29	9	20	83
August	2	3	4	3	17	22	38	89
September	2	1	11	2	23	26	26	91
October	6	0	8	5	22	20	28	89
November	5	3	2	8	20	16	31	85
YTD Total	51	16	68	60	276	209	327	1007

Historical Sales and Use Data

Sales and use data is not available for the City of Belle Plaine. Therefore, we will monitor sales data as reported by the Department of Revenue for Scott County. Historical data illustrates continued gains in economic progress and activity.

Gross and taxable sales continue to increase and trend positive. Gross sales across all industry sectors in Scott County in 2016 (latest available data) totaled \$5,819,633,217, up 37.5% since 2011.



EDA Activities

2018 Wins/Accomplishments

Following are EDA highlights for 2018:

- Reviewed incentives and resources available through the EDA
- Updated revolving loan fund standards
- Met with real estate agents and developers to discuss creation of additional residential lots and housing market dynamics
- Local jobs portal www.belleplainemjjobs.com continued
- Plans and specifications for the extension of Enterprise Drive east of Hickory Boulevard finalize
- Platting of City owned industrial parcel adjacent to Laredo Street (Valley Business Park Third Addition)
- Negotiation of option and purchase agreements with research and development firm
- Northern sanitary interceptor bid with construction underway
- Met with Scott County CDA and three separate affordable housing developers in an attempt to create affordable rental units
- Reviewed and re-authorized HRA programs: residential rehabilitation/energy efficiency program and a down payment assistance program for income qualified persons
- Investigated opportunities to market portions of Valley Business Park Third Addition
- Participation in *Destination 2040* Comprehensive Plan Update process
- ROSE loans to: Ashley Cauley (Rustic Thyme Photography), Chad Behnke (Behnke Auto Center), and Midwest Independent Living Services/Don Savage
- Subordination agreement (RLF loan to Cory and Sarah Czepa) Natural Fitness
- Reviewed proposed sign code update
- 2019 Chamber/EDA gala attended by over 60 people
- HRA revitalization and energy efficiency program for low/moderate income residents: three projects funded
- New businesses: Northwood Candle Supply (201 Meridian St N), Midwest Independent Living Services (809 Main Street East), Shutes Law & Family Services (215 Meridian Street North), Oldenburg Brewing Co. (116 Main Street West, Spring '19 opening expected), Hair of the Dog (149 Meridian Street North), Wealth Management Solutions/Ameriprise (113 Meridian Street North), RXP Wireless (Verizon), Edward Jones (Adam Kunkel), Solid Grounds Coffee House (125 Commerce Drive West), and Aztron Technologies (132 Meridian Street North).
- Deb Ngo purchased the former bakery at 137 Meridian St N is remodeling/restoring for office center and retail space
- Ag Partners replatted three parcels adjacent to Commerce Street East
- Emma's Event Center approved for 311 Enterprise Drive, expected to be hosting events in 2019
- 32 acres owned by J & W Asphalt annexed into City in October, platting pending
- Participation in discussion of county-wide business incubator/accelerator

Goals for 2019

Potential goals for 2019:

- Host joint meeting of City Council, Planning Commission, and EDA in first quarter 2019 with purpose of plotting efforts to increase rooftops
- Advocate for additional residential lots being brought to market
- Fully support an application to MHFA for affordable housing tax credit project
- Consider requests for tax increment financing and/or abatement to support workforce housing and/or redevelopment
- Meet with highway business property/business owners
- Work with the Design Committee, Planning Commission, and City Council to update commercial industrial design standards in a manner balancing affordability and desired aesthetics
- Review HRA programs
- Support/encourage development of new dwelling units as a means of increasing retail/service demand

**CITY OF BELLE PLAINE
ORDINANCE 19-02**

**AN ORDINANCE AMENDING CHAPTER 3 OF THE CITY CODE BY ADDING SECTION 316
PERTAINING TO OUTDOOR SIDEWALK CAFES**

THE CITY COUNCIL OF THE CITY OF BELLE PLAINE ORDAINS:

Section 1. Chapter Three of the City Code pertaining to Business and Licenses is hereby amended as follows:

SECTION 316.00 OUTDOOR SIDEWALK CAFES.

- 316.01 Findings
- 316.02 License Required
- 316.03 Exemption
- 316.04 Application
- 316.05 Fee
- 316.06 Conditions of Approval
- 316.07 License Revocation
- 316.08 Penalty

316.01 FINDINGS.

The City Council finds outdoor Sidewalk Café seating for businesses provides multiple benefits to the City.

- A. Outdoor seating can attract the attention of pedestrians and increases their stay thereby promoting the adjacent business and increasing other businesses' visibility when customers choose to be seated outside.
- B. Outdoor seating can foster a creative and innovative spirit that furthers the identity of the Downtown as a destination.
- C. Aesthetically pleasing and nontraditional settings of Sidewalk Cafes provide additional options where pedestrians can relax, enjoy, and interact with others.
- D. By repurposing city on-street parking spaces into outdoor seating the urban landscape is renewed in an innovation fashion and viewshed are enhanced.
- E. Outdoor seating encourages more pedestrian activity by livening up the street, creating more things to look at, and making the businesses appear more active.

316.02 LICENSE REQUIRED.

An outdoor Sidewalk Café permit is required to operate an outdoor sidewalk café in the public right-of-way. Licenses issued under this section shall expire on December 31 of each year.

316.03 EXEMPTION. Placement of tables/chairs in a public sidewalk which (a) maintain a clear pedestrian passageway of not less than five (5) feet in width, (b) are capable of being moved indoors each evening, and (c) have been authorized by the Public Works Superintendent are exempt from this standard.

316.04 APPLICATION.

- A. Application Form. An application for a license shall be made with the City Administrator's Office on a form which has been approved by the City.
- B. Insurance Requirement. The Applicant shall submit proof of a public liability insurance policy covering all operations of the applicant under this article, during the full term of the license for the sum of \$300,000 combined single limit coverage. The City shall be named as an additional insured. Such policy shall provide that it may not be cancelled by the insurer except after 30 days written notice to the city, and if such insurance is cancelled and the licensee fails to replace it within another policy that conforms to the provisions of this article, the license shall be automatically suspended until the liability insurance is replaced. All applicants for a license must file with the city a certificate of workers' compensation insurance if such insurance is required by state law.
- C. Site Plan Required. A plan, drawn to scale, which illustrates the locations and dimensions of the proposed sidewalk café, adjoining buildings, sidewalk, proposed landscaping, and all obstructions within the vicinity shall be submitted with the application form.
- D. Notification of Adjacent Property Owners Required. The Applicant shall notify businesses immediately adjacent to the proposed Outdoor Sidewalk Café area. Notifications shall include a site plan for the café and the anticipated duration of the outdoor sidewalk café.
- E. The License application shall be reviewed administratively subject to the conditions of this Chapter. Any significant changes to the conditions will require review and approval by the City Council. The License is subject to any required inspections and final approval shall be by the Public Works Superintendent.

316.05 FEE.

The annual fee for the license shall be set by City Council resolution.

316.06 CONDITIONS OF APPROVAL.

- A. Site Specific Requirements.
 - 1. Sidewalk Cafes may be considered within the Central Business District adjacent to Main and Meridian Streets.
 - 2. Sidewalk Café area shall be limited to the public right of way abutting the frontage of the business to which it is attached.
 - 3. Sidewalk Café must be located at least 20 feet from any fire hydrants.
 - 4. Sidewalk Café must not block sight lines at intersections as determined by the City Engineer and/or Public Works Superintendent.
 - 5. The City maintains the right to review and make final determination as to the location of each Sidewalk Café based on the unique circumstances related to each business.

B. Design Specifications.

1. If the operating business serves alcoholic beverages, a decorative barrier or railing between 32 and 42 inches in height is required around the sidewalk café area. The barrier shall be comprised of high quality, durable materials suitable for outdoor use such as powder coated decorative aluminum fencing/railing, be sturdy and weather resistant, and be consistent with the quality of design and color palette of structures in the vicinity of the café.
2. Lighting, if proposed, must be illustrated on the site plan, be directed downward, and be compatible with the surrounding area.
3. Annual/perennial flowers/landscaping attached to a barrier or railing shall be used to enhance the streetscape aesthetics.
4. Canopies/umbrellas may be used for weather protection.
5. Sidewalk Café area must meet ADA (American Disability Act) requirements.
6. Design consideration must include architect and characteristic of area.
7. No commercial signage may be placed on the sidewalk café area, except for on table tops. Sandwich board signs may be allowed provided they are removed from the café each evening.
8. There shall be a minimum clear passage zone for pedestrians of at least five feet shall be maintained at all times.
9. Umbrellas extending into the pedestrian clear passage zone or pedestrian aisle shall have a minimum head clearance of seven feet.
10. If a temporary walkway structure that bumps out into the roadway is used:
 - a. The structure shall be constructed of metal or composite material or other weather resistant, long lasting, high quality material.
 - b. Maximum width shall not exceed eight feet
 - c. Maximum length shall not exceed 40 feet, or the length of the frontage of the business to which it is attached, whichever is smaller.
 - d. Decorative barriers between 36 inches and 42 inches in height are required separating the pedestrian walkway from the roadway.
 - e. Reflective bollards or strips must be located at either end of any portion of the structure located within the roadway.
 - f. Directional signage shall be used to assist pedestrians in utilizing the walkway.
 - g. Surface of structure must be leveled with sidewalk surface (up to ¼ clearance)
 - h. No more than ½ inch gap between the structure and the curb is permitted.
 - i. Structure may not impede water flow and drainage.

C. Management Specifications.

1. The furniture associated with the Sidewalk Café shall be moveable, washable, constructed of metal or composite or other high quality material, and maintained in a safe and sanitary condition.
2. The Sidewalk Café area shall be controlled and monitored continuously during the hours of operation and unruly patrons shall be removed immediately.
3. Patrons shall not leave the premises with a drink nor can drinks be taken onto a public sidewalk that is outside of the Sidewalk Café area.
4. The Sidewalk Café area must be included in the required liquor liability insurance for the premises.
5. Hours of operation of the Sidewalk Café shall be limited to between 10:00 a.m. and 11 p.m. from April 15 thru October 15.
6. Permittee shall not allow smoking within the Sidewalk Café area.
7. Alcoholic beverages may only be brought into the Sidewalk Café area by a server.
8. Permittee shall pick up litter within 50 feet of the Sidewalk Café area on a daily basis. Appropriate receptacles for rubbish, garbage, etc. must be provided.
9. The Sidewalk Café area must be free of debris, litter, and soil surrounding and underneath any structure or platform.
10. No electronically amplified outdoor music, intercom, audio speakers, or other such noise generating devices shall be allowed in the Sidewalk Café area.

316.07 LICENSE REVOCATION.

Failure to comply with any provision of this article may result in the revocation of the license by the City Council, following a public hearing. Written notice of the public hearing shall be mailed at least 10 days prior to the hearing to the current holder of the license. Such notice should outline the violation(s) considered by the city to be grounds for revocation and inform the license holder of the opportunity to be heard at the public hearing.

316.08 PENALTY.

In addition to the revocation or suspension of the license, any person violating any of the provisions of this Section shall be guilty of a misdemeanor.

Section 2. This Ordinance shall become effective upon publication in the official newspaper of the City.

Passed and duly adopted by the City Council of the City of Belle Plaine this ____ day of _____, 2019.

BY: _____

Christopher G. Meyer, Mayor

ATTEST:

Dawn Meyer, City Administrator

Published in the Herald on _____, 2019.



MEMORANDUM

DATE: January 14, 2019
TO: President Krant, Members of the EDA, and Administrator Meyer
FROM: Cynthia Smith Strack, Community Development Director
RE: Item 6.2 Director's Report

Design Committee

The Design Committee met on December 17th. The DC provided input on design standards for outdoor sidewalk cafes.

Planning Commission

The Planning Commission will meet at 6:30 p.m. on January 14th. Agenda items include:

- Public hearing, code amendment pertaining to accessory roof-mounted solar energy systems installed on flat roofs.
- Recommendation on a proposed code amendment pertaining to nuisances.
- Receive updated code enforcement policy.
- Discuss potential standards for outdoor sidewalk cafés.
- Hold initial discussion on residential density standards.

Other

- Finalize plat details and release plat for recording – Emma Krumbes Third Addition.
- New address assignment Valley Business Park Second Addition.
- Discussion Façade Improvement Loan program with one businesses.
- Negotiation of agreement with Aztron.
- Discussion of RLF loan with one businesses.
- Zoning information to three businesses.
- Verification of property listings with CoStar.
- Follow up housing TIF information to a developer.
- Create summary of residential development opportunities discussed in previous three years, including parcel information, opportunities/challenges, and history. Follow up with property owners/representatives with regard to status of property. Compile report for EDA.
- Draft presentation for workshop on commercial/industrial design standards.
- Draft EDA annual report to Council.
- EDA/Chamber gala planning & meetings – scheduled Feb. 13th.
- Draft sidewalk café code update.
- Draft solar energy systems code update (accessory rooftop, flat roofs).
- Draft Planning Commission annual report to Council.
- Incidental adjustments to *Destination 2040*, public hearing, and prepare unified plan submittal document and deliver to Metro Council for decennial review.
- Joint OAA Board meeting (Belle Plaine Township) December 15th.
- Meeting with Developer and follow up with DLI – building code requirement elevator in three story apartment.
- Code enforcement policy placed into effect; nuisance code update draft anticipated to be placed into effect.
- Code amendment outside storage and off-street parking follow up.
- Informal site plan review – I/C District retail use.
- Attended Chamber Board meeting December 17th.
- Attended SCALE Tech Team meeting December 19th.
- Attended Chamber networking event January 3rd.
- Code compliance issues processed.
- Conduct annual reviews with staff.