

BRAINERD PLANNING COMMISSION

Wednesday, May 8, 2013

6:00 p.m.

City Hall Council Chambers

1. Call to Order
2. Approval/Amendment of Agenda
3. Approval of minutes of the regular meeting of April 10, 2013
4. NEW BUSINESS
 - a. Public Hearing – Conditional Use Permit #285 Amendment at 502 South 6th Street – Positive Realty
 - b. Public Hearing - Variance at 502 South 6th Street – Positive Realty
 - c. Building Department Inspection Process – Building Official Tim Caughey
 - d. Residential Infill Design Guidelines – Discussion
 - e. Small Lot/House Construction – Discussion
5. OLD BUSINESS
 - a. Rezoning of Property on the East Side of 13th Street SE South of Brook Street from an R-1 (Single Family Residential) District to an I-1 (Light Industrial) District
 - b. City Council Strategic Planning Update
6. Commissioners' Questions/Comments
7. City Planner's Comments
8. Adjournment

Any individual needing special accommodations please call 218/828-2309

PLANNING COMMISSION

Wednesday, April 10, 2013

Chairman Mike Jay called the meeting of the Brainerd Planning Commission to order at 6:00 p.m. in the City Hall Council Chambers.

Noted present were Commissioners Pritschet, Plantenberg, Hayden, Jay, Lambert, Norwood and Cole. Also present was City Planner Ostgarden.

#2 Approval/Amendment of Agenda

Commissioner Jay added item #4c Residential Infill Housing.

MOTION AND SECONDED BY COMMISSIONERS LAMBERT AND NORWOOD, DULY CARRIED, TO APPROVE THE AGENDA AS AMENDED.

#3 Approve minutes of the regular meeting of March 13, 2013

MOTION AND SECONDED BY COMMISSIONERS PRITSCHET AND LAMBERT, DULY CARRIED, TO APPROVE THE MINUTES FOR THE REGULAR MEETING OF MARCH 13, 2013.

#4 NEW BUSINESS

- a. Public Hearing – Rezoning of Property South of Brook Street and West of 13th Street SE from MH (Manufactured Housing) District to an R-1 (Single Family Residential) District**

The public hearing was opened at 6:05 pm

City Planner Ostgarden described the rezoning process as a “housekeeping” item to correct an oversight that was made when the new Zoning Map was adopted. The area on Brook Street from 13th Street to 10th Street lying just north of the Stoneybrook Mobile Home Park on 13th Street was zoned an MH-1(Manufactured Housing) District. The MH-1 District boundary should have extended to the south line of the lots that face Brook Street. The property on Brook Street is developed with single family dwellings and should have been zoned an R-1 (Single Family Residential) District. This process will correct that oversight.

The public hearing was closed at 6:10 pm

MOTION AND SECONDED BY COMMISSIONERS PRITSCHET AND PLANTENBERG, DULY CARRIED, TO RECOMMEND APPROVAL OF THE REZONING OF PROPERTY SOUTH OF BROOK STREET AND WEST OF 13TH STREET SE FROM MH-1 (MANUFACTURED HOUSING) DISTRICT TO AN R-1 (SINGLE FAMILY RESIDENTIAL) DISTRICT BASED ON IT BEING A HOUSEKEEPING ITEM THAT REZONES THE PROPERTY TO THE ZONE THAT WAS INTENDED DURING THE ZONING MAP REVIEW PROCESS.

b. Public Hearing – Rezoning of Property on the East Side of 13th Street SE South of Brook Street from an R-1 (Single Family Residential) District to an I-1 (Light Industrial) District

Commissioner Jay stated he would like to review this item further as he feels there should be a better buffer zone between the I-1 and R-1 districts and asked that this be held over to the May 8, 2013 meeting.

The Public Hearing was opened at 6:20 p.m.

There was no public comment.

The Public Hearing was closed at 6:21 p.m.

MOTION AND SECONDED BY COMMISSIONERS COLE AND LAMBERT, DULY CARRIED, TO POSTPONE A RECOMMENDATION ON THE REZONING OF THIS AREA UNTIL THE MAY 8, 2013 MEETING.

c. Residential In Fill Housing

City Planner Ostgarden stated this is a discussion on what we are allowing to be built in the City in regards to aesthetics and appearance. He reviewed a recent building permit application for construction of a home on H Street NE that would be considered “infill” construction. He stated the appearance of the building is that of a large garage and it complies with all ordinance requirements.

City Planner Ostgarden stated his concern is that when we have infill development we should be concerned with the appearance of that development. He stated he feels this will look very non-descript and without any character. There is nothing that can be done about this property, but asked if the Commission may want to have discussion on having design standards for residential construction.

Discussion was held regarding what the Commission would like to discuss. The Commission agreed to place this item on the May 8 agenda with additional information from other cities being provided.

#5 OLD BUSINESS

a. The (micro) City Beautiful Report – Commissioner Angie Plantenberg and City Planner Mark Ostgarden

City Planner Ostgarden stated a meeting was held today to begin going over recommendations in the Micro City Beautiful Report that Barrett Steenrod put together. He reviewed some of the recommendations and what was discussed specifically bike trails and art. He stated they will meet again in about a month to further discuss these items and a plan to bring this item forward for implementation. He noted he will continue to update the Commission on the progress.

Commissioner Lambert stated she would really like to see the bike lanes within the city clearly marked.

b. City Council Strategic Planning Update

Commissioner Pritschet stated the vision statement was accepted and broke down into the following specific areas:

Brainerd is a City:

- *That has a stable financial plan*
- *That has a clear recognizable identity*
- *That promotes sound economic development strategies*
- *That supports growth management principles*
- *That invests in its neighborhoods*
- *That places an emphasis on recreational and cultural opportunities*
- *That has access to quality health care and education*
- *That values and encourages citizen participation*
- *That forms partnerships with organizations who can assist us in attaining our goals*

He stated there will be another meeting on April 22 to set actual measurable goals, who's responsible for those goals, and how they will be achieved. He stated at the next meeting they will be looking at the stakeholders and who will be involved in discussion of how they will proceed.

City Planner Ostgarden stated this has been an interesting process and will be interesting to see how the Council will proceed with these goals and what the financial ramifications will be to accomplish the goals.

#6 Commissioners' Questions/Comments

Commissioner Jay stated he would like the Commission to be included in the discussion of some items as he feels they have been overlooked in the past and items for discussion in the future:

- Bike Trails – Commission would like to review layout of new trails
- Food Trucks – Commission would like to have comments when these becomes permanent
- Small Town District – would like to see more discussion on this and what can be done about creating this type of district.
- Zoning – bring to the Council for possible annexation of properties to create a more definitive boarder (especially along Riverside Drive)
- Arts – more use of the arts, including Franklin Art Center
- Look at the reduction of inspections within the community as he feels it isn't necessary to have 3-4 inspections for simple permits (examples were given from other cities such as using emailing of pictures for certain types of inspections)

City Planner Ostgarden recommended having the Building Official give a presentation to the Commission on the inspection process.

Commissioner Hayden stated she would like the Commission to look into a “Quiet Zone” in Brainerd and make a recommendation to the Council. City Planner Ostgarden stated the City of Baxter has had inquiries about it and noted it would have to be a joint effort between the Brainerd and Baxter.

#7 City Planner’s Comments

City Planner Ostgarden noted he will be out of the office for the National American Planning Association conference until Monday, April 22.

City Planner Ostgarden stated he would like the Commission to look at the training conferences that are available and to let him know if anyone is interested in attending any of the conferences.

City Planner Ostgarden stated BLAEDC will be having a meet and greet tomorrow morning with the Chamber executives.

#8 Adjournment

As there was no further business the meeting adjourned at 7:15 p.m.

Respectfully submitted,

Mark Ostgarden AICP
City Planner

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STAFF REPORT TO THE PLANNING COMMISSION

April 29, 2013

APPLICANT: Michael Flynn, 514 South 6th Street; Brainerd, MN 56401

LOCATION: 502 South 6th Street

PROPOSED USE: Amendment to CUP #285 - General Automotive Repair to expand operation by adding automotive alignment service

AREA: The lot is 15,000 square feet (100' x 150') - the alignment building is a metal building approximate 30' x 40' in size on the west side of the property

CURRENT ZONING: B4 (General Commercial)

ADJACENT USES: North: Gas Station
East: Muffler Repair Shop
South: Office Building
West: Office / Residential

ADJACENT ZONING: North: B4 (General Commercial)
East: B4 (General Commercial)
South: B4 (General Commercial)
West: B4 (General Commercial)

REPORT

In 2010 CUP #285 was issued to Positive Realty to lease the building that fronts on South 6th Street at the corner of Norwood Street and S. 6th Street for automotive repair. Attached is a copy of the CUP that was approved and recorded. The approval was limited to automotive repair operating in the building. The current tenant desires to use the metal building on the west side of the property for automotive alignment service. Adding the alignment service in another building that was not included in the approved CUP #285 is an expansion of that CUP. An amendment to CUP #285 is required to permit the expansion.

- A. **Criteria for Granting Conditional Use Permits.** In granting a Conditional Use Permit, the City Council shall consider the advice and recommendations of the Planning Commission and the effect of the proposed use upon the health, safety, morals and general welfare of occupants or surrounding lands. Among

other things, the City Council shall make the following findings where applicable.

1. **The proposed use conforms to the district and conditional use provisions and all general regulations of this Ordinance.**

Zoning Ordinance requirements for automotive repair is 2 spaces/bay plus 1 for each employee meaning 8 off street spaces is required. There appears to be sufficient area on the property to accommodate all required parking.

2. **The proposed use meets all special standards which may apply to its class of conditional uses as set forth in this section.**

Section 515-63-6B lists the following special conditions for automotive repair:

1. *The entire area other than occupied by buildings or structures or planting shall be surfaced with bituminous or concrete which will control dust and drainage. The entire area shall have a perimeter curb barrier, a storm water drainage system and is subject to the approval of the City Engineer.*

The CUP #285 Staff Report described how this criterion is intended for new construction. It also applies to this site as the west side of the property does not comply with is requirement and the expansion of the use requires compliance with current Zoning Ordinance requirements.

THE PETITIONER IS REQUESTING A VARIANCE TO THE SURFACE AND PERMITER CURB BARRIER REQUIRMENTS.

2. *All painting shall be conducted in an approved paint booth. All paint booths and all other activities of the operation shall thoroughly control the emission of fumes, dust or other particulate matter so that the use shall be in compliance with the State of Minnesota Pollution Control Standards, Minnesota Regulation APC 1-15, as amended.*

It is my understanding that no painting will be done on the premises.

3. *The emission of odor by a use shall be in compliance with and regulated by the State of Minnesota Pollution Control Standards, Minnesota regulations APC, as amended.*

Compliance with this requirement will be determined by neighborhood complaints.

4. ***All flammable materials, including liquids and rags, shall conform to the applicable provisions of the Minnesota Uniform Fire Code.***
This is a condition that is monitored by the Fire Department. See the Department Comments in this report for more information.
5. ***All outside storage shall be prohibited except for customer automobiles and trucks awaiting repair.***
The site is small so there is little room to store vehicles awaiting repair.
3. **The proposed use shall not involve any element or cause any condition that may be dangerous, injurious, or noxious to any other property or persons.**
In 2010 Mr. Flynn wrote a letter for a former tenant that described how the property will be used and monitored. That letter is attached and is a good model for use to discuss the current business operation and property maintenance.
4. **The proposed use shall be sited, oriented and landscaped to produce a harmonious relationship of buildings and grounds to adjacent buildings and properties.**
The site is basically devoid of any aesthetic amenities and arguably not visually appealing along a major community thoroughfare. The business expansion raises the issue of improving site aesthetics.
5. **The proposed use shall produce a total visual impression and environment which is consistent with the environment of the neighborhood.**
The neighborhood has automotive related business so the use fits with the neighborhood environment. However the property owner and tenant need to be diligent in their efforts to keep the site attractive.
6. **The proposed use shall organize vehicular access and parking to minimize traffic congestion in the neighborhood.**
The addition of the alignment service should have minimal impact on vehicle access, parking and traffic congestion.
7. **The proposed use shall preserve the objectives of this Ordinance and shall be consistent with the Comprehensive Plan.**
LAND USE GOAL #5: Support development that enhances community character and identity.
Support the redevelopment of vacant and abandoned sites within the urban core.
Work to strengthen and maintain the appearance of the Business Highway 371....

B. Requirements for Granting Conditional Use Permits. In permitting a new conditional use or the alteration of an existing conditional use, the following requirements shall be met where applicable:

1. *Fire Protection. Fire prevention and firefighting equipment acceptable to the Board of Fire Underwriters shall be readily available when any activity involving the handling or storage of flammable or explosive materials is carried on.*
2. *Electrical Disturbance. No activity shall cause electrical disturbance adversely affecting radio or other equipment in the vicinity.*
3. *Noise. Noise which is determined to be objectionable because of volume, frequency, or beat shall be muffled or otherwise controlled subject to MPCA standards. Fire sirens and related apparatus used solely for public purpose shall be exempt from this requirement.*
4. *Vibrations. Vibrations detectable without instruments on neighboring property in any district shall be prohibited.*
5. *Odors. No odorous gas or matter shall be permitted which is discernible on any adjoining lot or property.*
6. *Air Pollution. No pollution of air by flying ash, dust, smoke, vapors, or other substance shall be permitted which is harmful to health, animals, vegetation or other property.*
7. *Glare. Lighting devices which produce objectionable direct or reflected glare on adjoining properties or thoroughfares shall not be permitted.*
8. *Erosion. No erosion by wind or water shall be permitted which will carry objectionable substances onto neighboring properties.*
9. *Water Pollution. Water pollution shall be subject to the standards established by the Minnesota Pollution Control Agency*

The above issues will be addresses on a case by case basis should a complaint be received or activity or conditions contrary to the above are observed.

DEPARTMENT COMMENTS

Utilities

No issues.

Fire

Building

No issues.

Engineering

No issues.

Planning

See Below.

PLANNING DEPARTMENT REVIEW

This site is located along a major thoroughfare in the City and is adjacent to our Downtown core area. The Comprehensive Plan supports the reuse of vacant property however reuse needs to occur in a manner that complies with City Code requirements and also is supported by other areas of the Comprehensive Plan.

Following are Comprehensive Plan Goals and Strategies that appear to relate to this application:

LAND USE GOAL #4: Plan land uses and implement standards to minimize land use conflicts.

Strategy

Promote architectural/site aesthetics that are compatible with community standards.

Are there site improvements that can (should) be made to the site that the Planning Commission thinks appropriate to require as a condition(s) that would further the goal and strategy listed above.

ECONOMIC DEVELOPMENT

GOAL: Support the development of a strong, diversified, and growing economic base and create a favorable climate for economic development and ongoing business activities

Promote aesthetically pleasing development and redevelopment in the city.

Work with property owners to encourage the development of attractive entrances and gateways to the community.

The site is located along a community gateway and is located adjacent to Downtown. If the site was north of Maple Street automotive repair would not be permitted. The site is highly visible requiring the property owner and tenant to be diligent in their effort to ensure the site does not accumulate with tires, parts, junk, and automobiles creating an unattractive site along this busy corridor.

Expanding the activity on the site should not have additional negative consequences IF the tenant and property owner are diligent in following the requirements of CUP #285 and whatever additional conditions might be appropriate for the expanded operation. Hopefully the business will be successful and there will not be difficulty finding a place for a vehicle to park.

The rear of the property does not have any aesthetic qualities for the B371 corridor. Attached are photos of the rear property area. Areas to provide possible landscaping to buffer the parking/storage area are shown.

Approved CUP #285 conditions are:

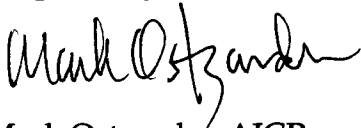
1. No vehicles waiting to be repaired or have been repaired shall be parked on the street.
2. No auto body repair or painting.
3. No outside storage of used tires.
4. Building Department approval of capping the floor drain.

Additional conditions to consider are to require that trash containers be screened from public view and landscaping to buffer the rear parking/storage area be provided.

PLANNING COMMISSION AND CITY COUNCIL ACTION

The Planning Commission can consider a recommendation on this request at its May 8, 2013 meeting. City Council consideration can occur at its May 20, 2013 meeting.

Respectfully submitted,



Mark Ostgarden AICP
City Planner

4600 city work

Office of County Recorder
County of Crow Wing, MN }

I hereby certify that the within instrument was filed
in this office for record on the 30 day of Sept
A.D. 2010 at 10:45 o'clock a M.
and was duly recorded as Doc. No. 0786598

By [Signature] County Recorder
By [Signature] Deputy

CERTIFICATION OF CONDITIONAL USE PERMIT

RETURN TO City of Brainerd

STATE OF MINNESOTA)
COUNTY OF CROW WING) ss.
CITY OF BRAINERD)

A Regular Meeting of the City Council of the City of Brainerd, Minnesota, was duly held at the Brainerd City Hall Chambers on the 20th day of September, 2010 7:30 P.M.

Upon roll call, the following members were noted present: Aldermen Koep, Olson, Nesheim, Bevans, Nelson Fisher, Cumberland, and Goedker. Mayor Wallin was noted as absent.

Conditional Use Permit No. 285 – Positive Realty – 502 – 6th Street South – Approved.

Positive Realty proposed to operate an automotive repair shop in a B-4, General Business, District.

The property is located at 502 – 6th Street South and is legally described as follows:

a Lots 9 through 12 Inclusive, Block 127 Subject to an Easement of Record, Town of Brainerd and 1st Addition to Brainerd.

PIN #09196127009Z009

Section 24 Township 45 Range 31

Committee Chair stated that the Planning Commission and the Safety and Public Works Committee unanimously recommended approval of Conditional Use Permit No. 285 to operate an automotive repair shop with the following eleven (11) Findings-of-Fact and four (4) Conditions:

Findings-Of-Fact:

1. The property is zoned B-4 General Commercial.
2. The property is located along a major thoroughfare in the city.
3. The building was constructed decades ago for a gasoline service station and vehicle repair.
4. The property has a history of automobile related use.
5. There are automotive related uses located north, east and west of the property
6. The site is 100' x 150' (15,000 sf)
7. The building location creates little room for vehicle parking on the east and north side of the property.
8. The building has three service bays.
9. A gravel parking area on the property is located west of the building.
10. A letter was received from MNDOT that identifies conditions regarding entrances and parking.
11. Recommendations were received from the Fire Department and Building Department.

Conditions:

1. No vehicles waiting to be repaired or have been repaired shall be parking on Norwood Street.
2. No auto body repair or painting.
3. No outside storage of used tires.
4. Building Department approval of capping the floor drain.

MOVED AND SECONDED BY ALDERMEN CUMBERLAND AND NESHEIM, DULY CARRIED, TO APPROVE CONDITIONAL USE PERMIT #285 AS REQUESTED BY POSITIVE REALTY FOR AUTOMOTIVE REPAIR IN A B-4 DISTRICT FOR THE BUILDING AT 502 SOUTH 6TH STREET BASED ON PLANNING COMMISSION RECOMMENDATIONS AND THE FINDING-OF-FACT AND 4 CONDITIONS PRESENTED.

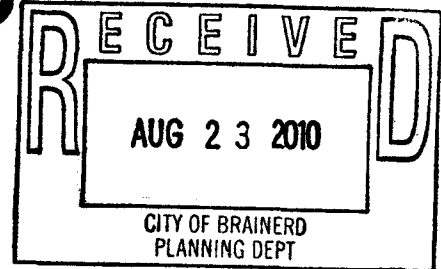
[Signature]
DANIEL J. VOGT
City Administrator

(SEAL)

598

Positive

COMMERCIAL.com



August 20, 2010

**Mr. Mark Ostgarden
City Planner
City of Brainerd
501 Laurel Street
Brainerd, Minnesota 56401**

Dear Mark,

Thank you for your letter of August 18. In regards to Section 515-3 of the CUP information request for the property located at 502 South 6th Street, I offer the following:

The building was leased in early July, 2010 to Mr. Brian Sjogren who is operating an automotive repair business under the name "Automotion Auto Repair." Mr. Sjogren formerly operated an auto repair business in Crosslake under the name "Black Bear Auto." Mr. Sjogren tells me he is an ASE Certified Master Technician.

The business plan, at this time, is strictly auto repair. There are no current plans to expand beyond that business model. The business plan is to repair and do maintenance on motor vehicles. As an ASE Technician he can perform most any repairs necessary.

He currently does not perform and does not plan on doing any of the following:

- **Auto body work (sheet metal, frame straightening, etc.)**
- **Auto painting (no paint booth)**
- **Alignment work (no alignment machine)**
- **Air conditioning repair (no recovery system)**

Mr. Sjogren has contracted with a vendor to provide three 55 gallon drums for the removal of engine oil and anti freeze. Other hazardous materials, like used batteries, will be disposed of through proper channels.

Mr. Sjogren was informed at the signing of the lease that long term storage of vehicles outside the building will not be allowed. He is also restricted as to the number of vehicles that can be located on the west side of the building at any given time. Clear access from Norwood Street to the Positive Realty parking lot must be maintained at all times.

Mr. Sjogren understands that he must maintain a clean and orderly exterior around the outside of the building at all times. Exterior storage of defective and broken parts is not allowed.

Mr. Sjogren currently has temporary signage on the pylon near 6th Street. Mr. Sjogren knows that a professionally done lens will need to be installed at the earliest possible convenience.

Mr. Sjogren realizes the importance of maintaining an exterior that is inviting is not only important to his own business, but to his neighbors, the city, and his landlords who operate their business next door.

**If you need any further information or clarification, please do not
hesitate to give me a call.**

Respectfully,

A handwritten signature in black ink, appearing to read "Mike Flynn", followed by a long horizontal flourish line.

Mike Flynn

Positive Commercial

NOTICE OF HEARING

TO WHOM IT MAY CONCERN:

Notice is hereby given that Positive Realty and Investments LLP, 514 South 6th Street, Brainerd, MN 56401 has applied for an amendment to Conditional Use Permit #285 to use the outbuilding west of the automotive repair building at 502 South 6th Street for vehicle alignments. The property is located in a B-4 (General Business) District zone and *Zoning Ordinance Section 63-6.B. specifies Automobile and truck repair - major and minor (including body shops)* is permitted by Conditional Use Permit in a B-4 District.

The application includes a Variance request to keep the existing gravel surface around the proposed alignment building. *Zoning Ordinance Section 515-63-6.B.1. Automobile and truck repair - major and minor (including body shops)* specifies that:

The entire area other than occupied by buildings or structures or planting shall be surfaced with bituminous or concrete which will control dust and drainage. The entire area shall have a perimeter curb barrier, a storm water drainage system and is subject to the approval of the City Engineer.

The property is described as follows:

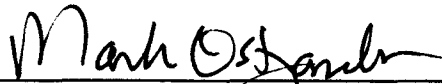
*Lots 9-12 Inclusive Block 127, Town of Brainerd and 1st Addition to Brainerd
PID #09196127009Z009
Section 24 Township 45 Range 31*

Notice is further given that the Planning Commission of the City of Brainerd will meet in the Brainerd City Hall Council Chambers, 501 Laurel Street, at 6:00 p.m., Wednesday, May 8, 2013 to consider the request for the Conditional Use Permit and Variance.

A copy of the application is on file for review at the City Planning Department, 501 Laurel Street.

Any individual needing special accommodations please call (218) 828-2309.

Dated this 24th day of April, 2013


Mark Ostgarden (AICP)
City Planner

Publication date: April 26, 2013



STAFF REPORT TO THE PLANNING COMMISSION

April 30, 2013

APPLICANT: Michael Flynn, 514 South 6th Street; Brainerd, MN 56401

LOCATION: 502 South 6th Street

PROPOSED USE: Variance from surfacing and curbing requirements for automotive repair business

AREA: The lot is 15,000 square feet (100' x 150').

CURRENT ZONING: B4 (General Commercial)

ADJACENT USES: North: Gas Station
East: Muffler Repair Shop
South: Office Building
West: Office/Residential

ADJACENT ZONING: North: B4 (General Commercial)
East: B4 (General Commercial)
South: B4 (General Commercial)
West: B4 (General Commercial)

REPORT

The petitioner is expanding the automotive repair business at the subject property to include vehicle alignment in a building located on the west side of the property. The rear area of the site does not have an improved surface. This class of B-4 conditional use has the following requirement:

The entire area other than occupied by buildings or structures or planting shall be surfaced with bituminous or concrete which will control dust and drainage. The entire area shall have a perimeter curb barrier, a storm water drainage system and is subject to the approval of the City Engineer.

This was not a requirement of CUP #285 as it authorized business in the building fronting on S. 6th Street. Expanding the site use to include the entire requires an amendment to CUP #285 and the site must comply with the above condition.

Criteria for Granting Variances

A. Variances shall only be permitted:

When they are in harmony with the general purposes and intent of the ordinance. Following is the Intent and Purpose section of the Zoning Ordinance:

- A. *Protect the public health, safety, and general welfare of the community and its people through the establishment of minimum regulations governing development and use.*
- B. *This Ordinance shall divide the City into use districts and establish regulations in regard to location, erection, construction, reconstruction, alteration and use of structures and land.*
- C. ***Protect neighborhoods.***
- D. *Promote orderly development and redevelopment of land for residential, commercial, industrial, recreational and public areas.*
- E. *Provide adequate light, air, and convenience of access to property.*
- F. *Prevent congestion in the public right-of-way.*
- G. *Prevent overcrowding of land and undue concentration of structures by regulating land, buildings, yards, and density of population.*
- H. *Protect and preserve the natural environment of the City.*
- I. *Encourage the protection of historic and aesthetic resources in the City.*
- J. *Conserve energy through the use of alternative energy systems and conservation through the encouragement of energy efficient structures for commercial, industrial and residential uses.*
- K. ***Provide for compatibility of different land uses.***
- L. *Provide for administration of this Ordinance.*
- M. *Provide for amendments.*
- N. *Prescribe penalties for violation of such regulations.*
- O. *To define powers and duties of the City staff, the Planning Commission, the City Council and the Board of Zoning Appeals in relation to the Zoning Ordinance.*

The site is small and adjacent to office and residential uses. Surfacing the gravel area will enable parking stall striping and better define parking for employees and customers. Surfacing will also permit the identification of a handicapped stall which is required on the site.

When the variance is consistent with the Comprehensive Plan.

It is difficult to establish a relationship between the Comprehensive Plan and this variance.

- B. **Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the Zoning Ordinance.**

Subdivision 4. "Practical Difficulties", as used in connection with the granting of a variance means that:

- I. ***The property owner proposes to use the property in a reasonable manner not permitted by the Zoning Ordinance;***
Should commercial uses that are readily visible to the community in the core of our city be permitted to operate with

unimproved gravel surfaces? Consider why it is reasonable to allow this condition to continue.

II. The plight of the landowner is due to circumstances unique to the property not created by the landowner;

Consider what is unique about this property. Is the uniqueness the small parcel size, difficult circulation on the site and the desire for a use that has the potential for creating, noise and aesthetic issues? This uniqueness was not created by the landowner however how does it impact whether to require compliance with the current surfing and curbing requirement?

III. The variance, if granted, will not alter the essential character of the locality.

Essential - (vital, necessary, important, crucial)

Character - (nature, quality, personality, makeup)

The variance would not alter the locality character. However is that a positive outcome? Does it prolong a condition that arguably conveys a message of less than desirable aesthetics?

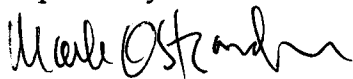
Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems.

There has been no reference to economic issues associated with this request.

PLANNING COMMISSION AND CITY COUNCIL ACTION

The Planning Commission can consider a recommendation at its May 8, 2013 meeting and the City Council would receive the recommendation for consideration at its May 20, 2013 meeting.

Respectfully submitted,



Mark Ostgarden AICP
City Planner



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

Title: 502 S. 6th St. - CUP/4/29/13

Author:

Date: 4/29/2013 Time: 4:19:02 PM

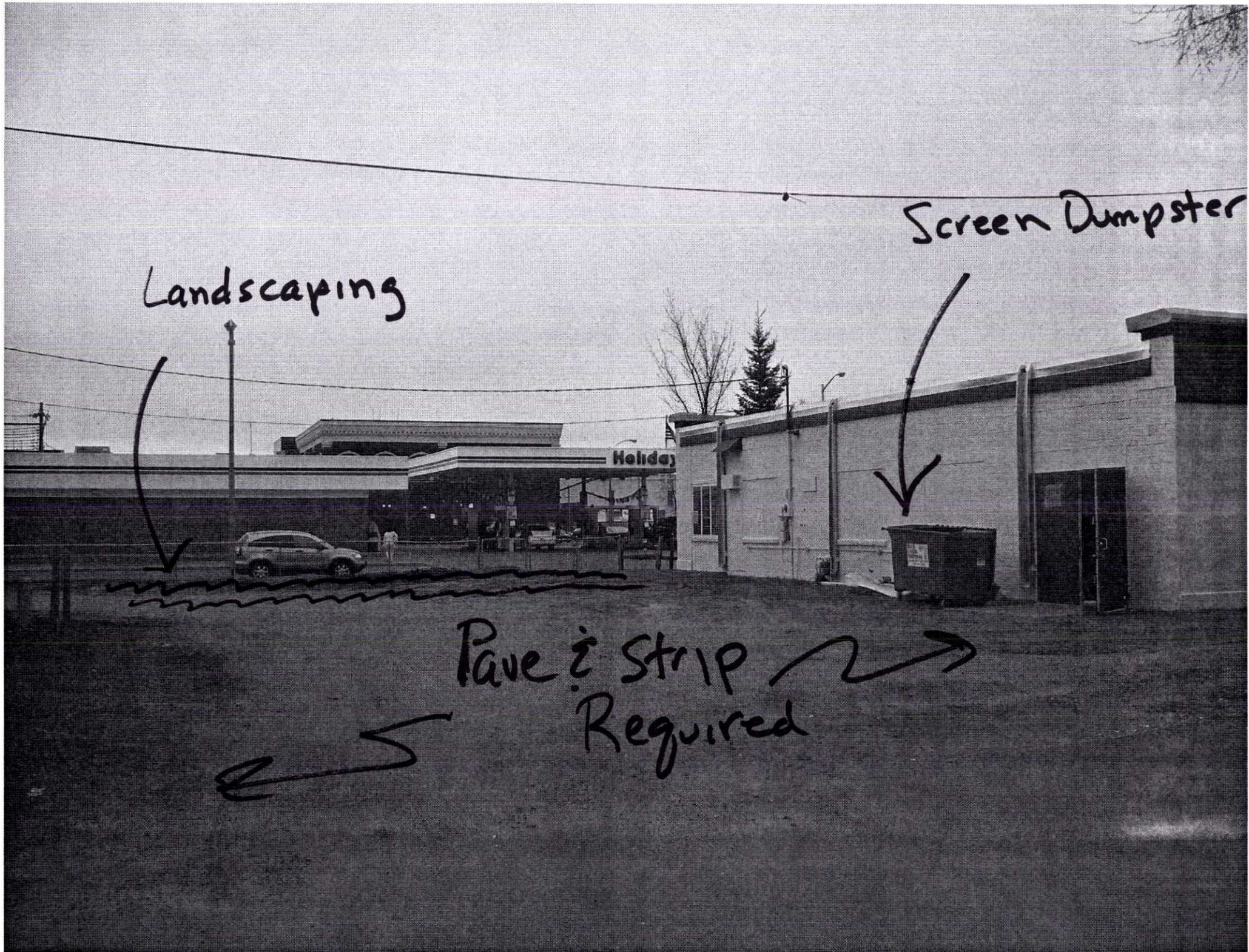


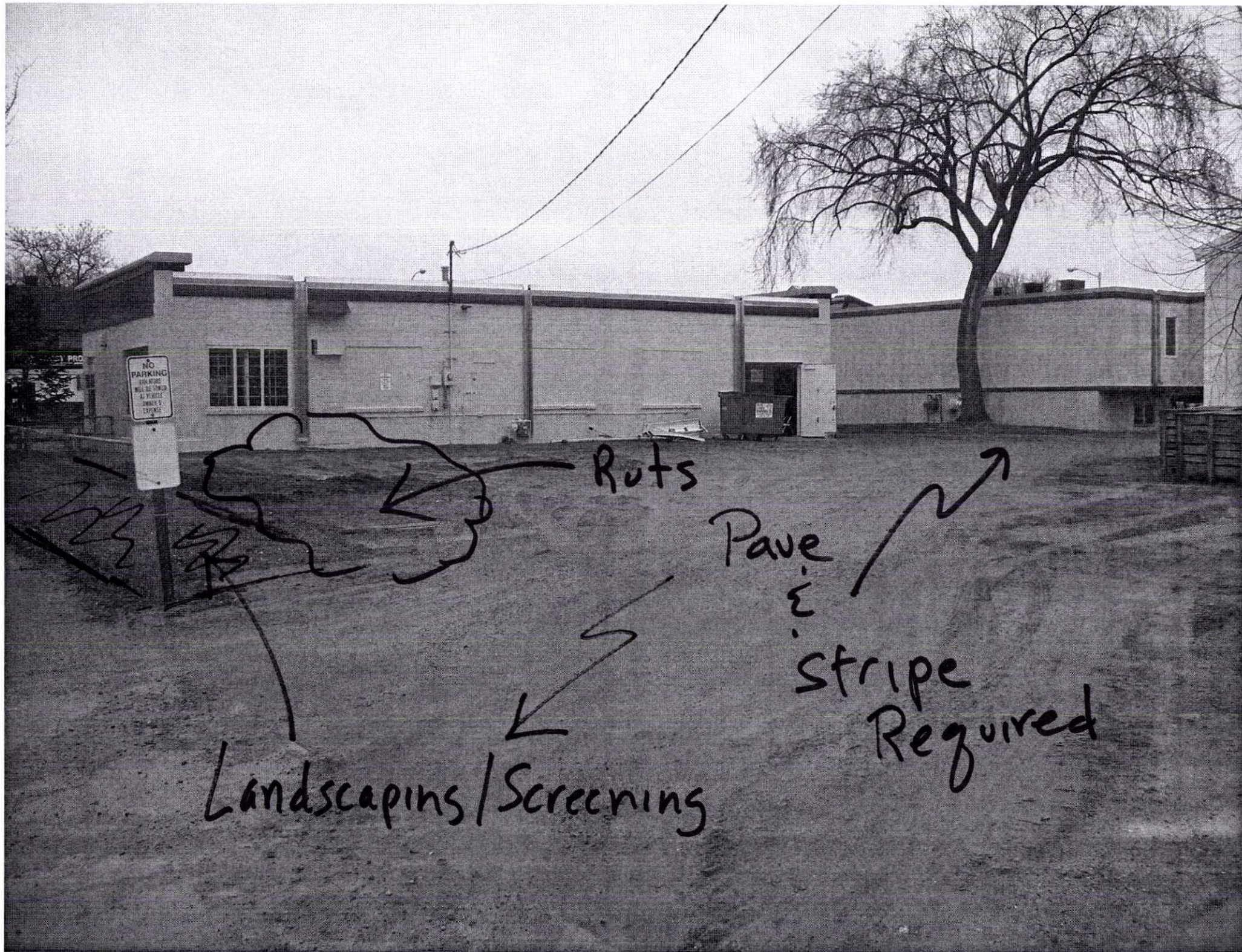
CROW WING COUNTY

Landscaping

Screen Dumpster

Pave & Strip
Required



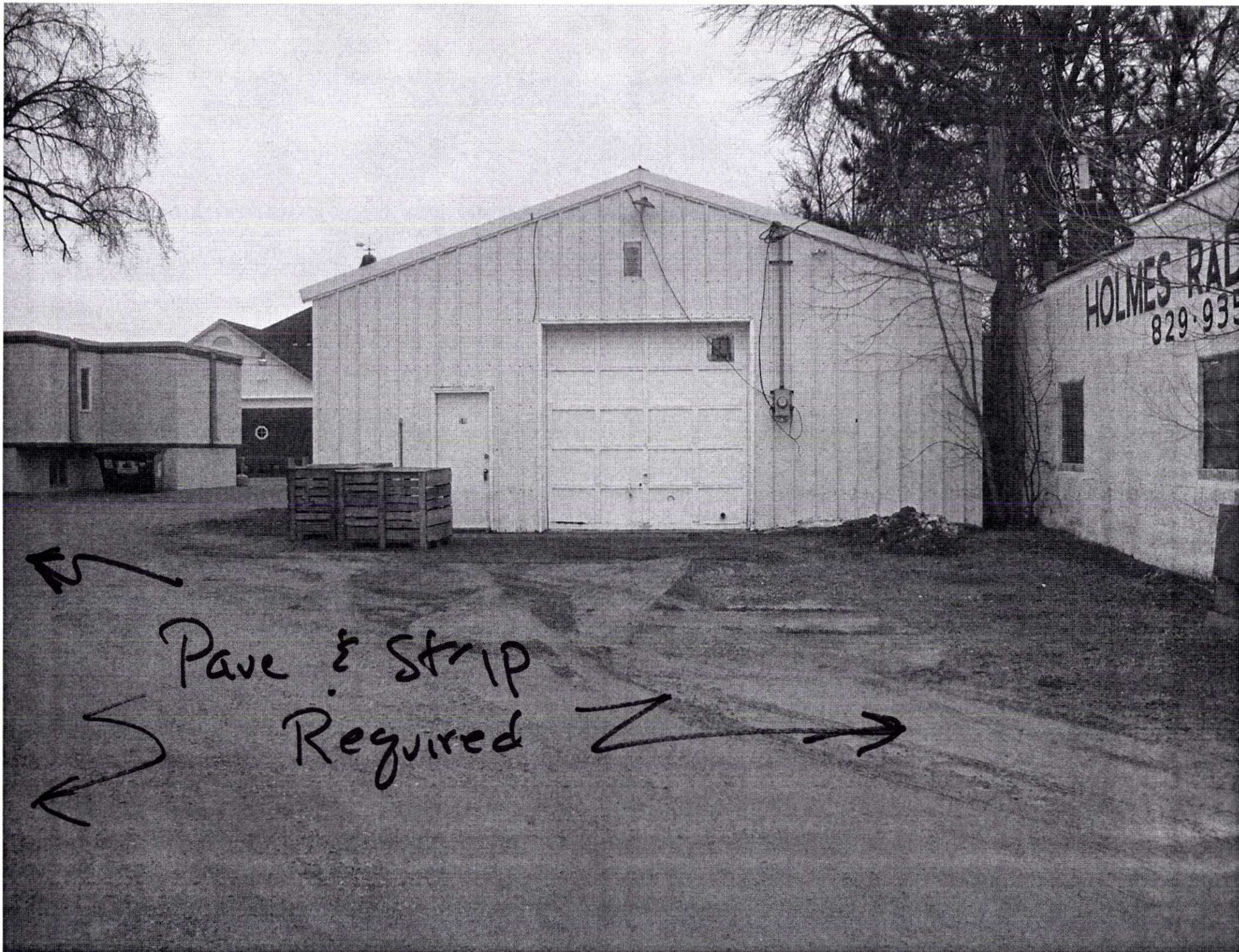


NO
PARKING
VIOLATORS
WILL BE FINED
AT POLICE
JUDICIAL
EXPENSE

Ruts

Pave
&
stripe
Required

Landscaping/Screening



HOLMES RAD
829-935

Pave & Strip
Required

NOTICE OF HEARING

TO WHOM IT MAY CONCERN:

Notice is hereby given that Positive Realty and Investments LLP, 514 South 6th Street, Brainerd, MN 56401 has applied for an amendment to Conditional Use Permit #285 to use the outbuilding west of the automotive repair building at 502 South 6th Street for vehicle alignments. The property is located in a B-4 (General Business) District zone and *Zoning Ordinance Section 63-6.B. specifies Automobile and truck repair - major and minor (including body shops) is permitted by Conditional Use Permit in a B-4 District.*

The application includes a Variance request to keep the existing gravel surface around the proposed alignment building. *Zoning Ordinance Section 515-63-6.B.1. Automobile and truck repair - major and minor (including body shops) specifies that:*

The entire area other than occupied by buildings or structures or planting shall be surfaced with bituminous or concrete which will control dust and drainage. The entire area shall have a perimeter curb barrier, a storm water drainage system and is subject to the approval of the City Engineer.

The property is described as follows:

Lots 9-12 Inclusive Block 127, Town of Brainerd and 1st Addition to Brainerd

PID #09196127009Z009

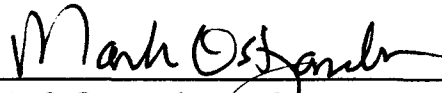
Section 24 Township 45 Range 31

Notice is further given that the Planning Commission of the City of Brainerd will meet in the Brainerd City Hall Council Chambers, 501 Laurel Street, at 6:00 p.m., Wednesday, May 8, 2013 to consider the request for the Conditional Use Permit and Variance.

A copy of the application is on file for review at the City Planning Department, 501 Laurel Street.

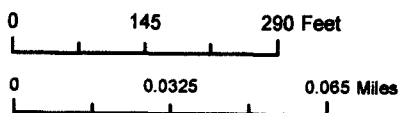
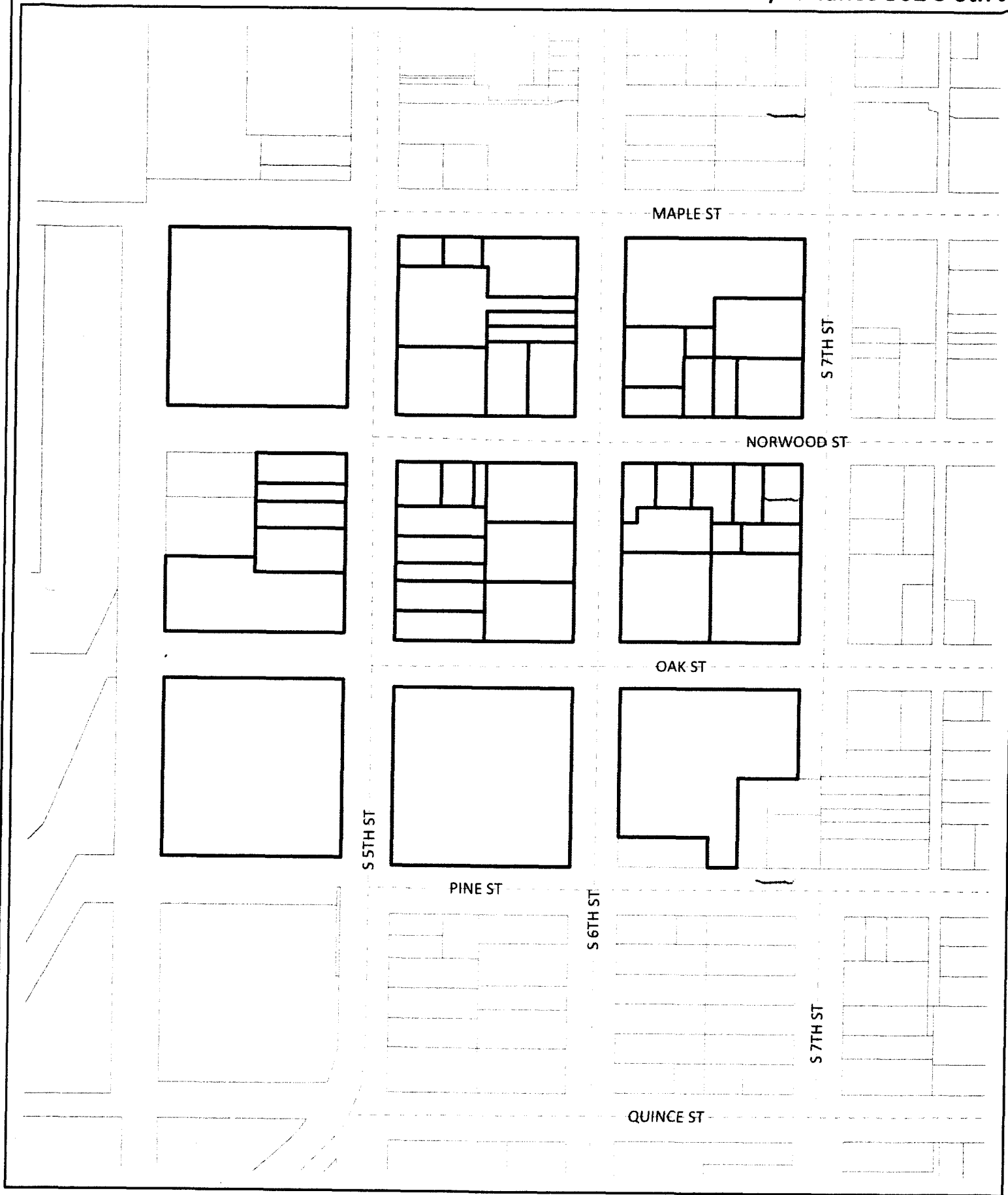
Any individual needing special accommodations please call (218) 828-2309.

Dated this 24th day of April, 2013


Mark Ostgarden (AICP)
City Planner

Publication date: April 26, 2013





APPRCL	TXNAME	TXADR1	TXADR2	PHYSADDR
09196099001Y009	LINN, JOHN M & CARNA M	16177 ASHMUN RD	BRAINERD, MN 56401	422 7TH ST S
09196129001Z889	POSITIVE REALTY & INVESTMENTS LLP	514 6TH ST S	BRAINERD, MN 56401	
09196129009Z009	MEYER, JOSEPH	319 CASSIE ST	PIERZ, MN 56364	612 NORWOOD ST
09196129013Z009	LYNCH, JAMES R & WENDY L	712 IRONWOOD DR	ROYALTON, MN 56373	503 6TH ST S
09196099009Z009	COX, K C C/O CENTURYLINK	P O BOX 7909	OVERLAND PARK, KS 66207-0909	402 7TH ST S
09196099019W009	DAL PROPERTIES LLC	413 6TH ST S	BRAINERD, MN 56401	413 6TH ST S
09196099021Y009	SALVATION ARMY	P O BOX 385	BRAINERD MN 56401	6TH ST & NORWOOD
09196101008Z889	MCKNIGHT HATHAWAY LLP	15244 STATE HIGHWAY 371 N	BAXTER MN 56425	410 6TH ST S
09196101013Y009	GUSTAFSON, GLEN A & MARILYN	325 BLUFF AVE	BRAINERD MN 56401	510 MAPLE ST
09196127023Z009	BRAINERD SAVINGS AND LOAN	524 6TH ST S	BRAINERD MN 56401	523 5TH ST S
09196129007Y009	POSITIVE REALTY & INVESTMENTS LLP	514 6TH ST S	BRAINERD, MN 56401	
09196129007Z009	VILLELLA PROPERTIES INC	12079 13TH AVE SW	BRAINERD, MN 56401	
09196161000Z009	IND SCHOOL DIST, # 181	804 OAK ST	BRAINERD, MN 56401	LINCOLN SCH
09196099001X009	SALVATION ARMY	P O BOX 385	BRAINERD MN 56401	613 NORWOOD ST
09196101005Z889	MCKNIGHT HATHAWAY LLP	15244 STATE HIGHWAY 371 N	BAXTER MN 56425	416 6TH ST S
09196101013Z009	HENNINGSON, PAUL J & BONNIE B	13395 SHADOWWOOD DR	BAXTER, MN 56425	5TH ST & MAPLE ST
09196101019Z009	KAMINSKI, WALTER M & PATRICIA	10568 PINE SONG DR SW	NISSWA MN 56468	417 5TH ST S
09196125005Z009	IND SCHOOL DIST, # 181	804 OAK ST	BRAINERD, MN 56401	514 5TH ST S
09196125008Z009	IND SCHOOL DIST, # 181	804 OAK ST	BRAINERD, MN 56401	
09196125009Z009	IND SCHOOL DIST, # 181	804 OAK ST	BRAINERD, MN 56401	506 5TH ST S
09196127001Z009	BRAINERD SAVINGS AND LOAN	524 6TH ST S	BRAINERD MN 56401	524 6TH ST S
09196129009W009	UKURA, MARK D	624 NORWOOD ST	BRAINERD, MN 56401	624 NORWOOD ST
09196129009X889	WETHERELL, RICHARD B	915 LAUREL ST	BRAINERD, MN 56401	616 NORWOOD ST
09196129016Z889	VILLELLA PROPERTIES INC	12079 13TH AVE SW	BRAINERD, MN 56401	507 6TH ST S
09196129019Z009	POSITIVE REALTY & INVESTMENTS LLP	514 6TH ST S	BRAINERD, MN 56401	603 OAK ST
09196099004Y009	SADE PROPERTIES INC	416 S 7TH ST	BRAINERD, MN 56401	416 7TH ST S
091961010070009	MCKNIGHT HATHAWAY LLP	15244 STATE HIGHWAY 371 N	BAXTER MN 56425	412 6TH ST S
09196101009Z009	MCKNIGHT HATHAWAY LLP	15244 STATE HIGHWAY 371 N	BAXTER MN 56425	6TH ST & MAPLE ST
09196103001Y009	CITY OF BRAINERD	501 LAUREL ST	BRAINERD, MN 56401	410 5TH ST S
09196125001V009	IND SCHOOL DIST, # 181	804 OAK ST	BRAINERD, MN 56401	518 5TH ST S
09196125011Z009	GJW ENTERPRISES LLC	12881 MOUNTIAN ASH DR	BAXTER, MN 56425	502 5TH ST S
09196127013V009	BRAINERD LAKES PREMIER DEV LLC	17122 STATE HWY 371 N	BRAINERD, MN 56401	512 NORWOOD ST
09196127013W009	MALLIE, MATHEW R	510 NORWOOD ST	BRAINERD, MN 56401	510 NORWOOD ST
09196127016Z009	KERN, JAMES J	507 5TH ST S	BRAINERD, MN 56401	507 5TH ST S
09196129013X889	DOUD, TAMARA R & GARY MATHIOWETZ	608 NORWOOD ST	BRAINERD, MN 56401	608 NORWOOD ST
09196159001W009	Y M C A	602 OAK ST	BRAINERD MN 56401	602 OAK ST
09196163000Z009	IND SCHOOL DIST, # 181	804 OAK ST	BRAINERD, MN 56401	
09196099019X009	SALVATION ARMY	P O BOX 385	BRAINERD MN 56401	
09196099023Z009	SALVATION ARMY	P O BOX 385	BRAINERD MN 56401	
09196101001X009	HOLIDAY STATIONSTORES INC	4567 AMERICAN BLVD W	BLOOMINGTON, MN 55437	
09196101001Y009	HOLIDAY STATIONSTORE, S INC	P O BOX 1224	MINNEAPOLIS, MN 55440	424 6TH ST S
09196127005Z009	POSITIVE REALTY, & INVESTMENT	514 SO 6TH STREET	BRAINERD MN 56401	514 6TH ST S
09196127009Z009	POSITIVE REALTY & INVESTMENTS LLP	514 6TH ST S	BRAINERD, MN 56401	502 6TH ST S
09196127013Z009	MALLIE, MATHEW R	510 NORWOOD ST	BRAINERD, MN 56401	502 NORWOOD ST
09196127018Z009	WENDEL PROPERTIES LLC	17122 STATE HWY 371	BRAINERD, MN 56401	511 5TH ST S
09196127019Z009	BRAINERD SAVINGS & LOAN	PO BOX 503	BRAINERD, MN 56401	515 5TH ST S
09196127021Z009	BRAINERD SAVINGS AND LOAN	524 6TH ST S	BRAINERD MN 56401	519 5TH ST S



City Planning Department

City Hall - 501 Laurel Street
Brainerd, MN 56401
218-828-2309/Fax 218-828-2316
www.ci.brainerd.mn.us

Receipt #	8358
Check #	10089
Date Paid:	4/23/13

CONDITIONAL USE/REZONING/VARIANCE APPLICATION

NATURE OF REQUEST (please check)

CONDITIONAL USE PERMIT ☒ (\$190.00) REZONING ☐ (\$250.00) VARIANCE ☒ (\$220.00)

PROPERTY ADDRESS: 502 SOUTH 6TH STREET BRAINERD

LEGAL DESCRIPTION: Lot(s): 009 Block: 127 Addition: _____

LEGAL DESCRIPTION: Lot(s): _____ Block: _____ Addition: _____
(attach description if lengthy)

Property Owner Name: POSITIVE REALTY & INVESTMENTS LLP
Street Address: 514 S. 6TH STREET City: BRAINERD State: MN Zip Code 56401
Phone Number: 218-851-7380 Fax: 218-828-1130 E-mail: MFLYNN@POSITIVECOMMERCIAL.COM
Applicant Name: (If different than Property Owner) MIKE FLYNN
Street Address: 514 S. 6TH STREET City: BRAINERD State: MN Zip Code: 56401
Phone Number: 218-851-7380 Fax: 218-828-1130 E-mail: SAME AS ABOVE

Description of Request: TO USE THE OUTBUILDING TO THE WEST OF THE SERVICE GARAGE TO DO VEHICLE ALIGNMENTS AND LEAVE THE CLASS 5 DRIVEWAY AS IS.

Positive Realty & Inv LLP
Property Owner Signature

POSITIVE REALTY, IN. LLP
(Please print name)

Jack J Antolak
Applicant Signature

JACK J ANTOLAK
(Please print name)

4/23/13
Date

4/23/13
Date

(OVER)

MEMO

TO: Planning Commission

FROM: Mark Ostgarden, City Planner 

DATE: May 1, 2013

RE: Residential Design Guidelines

The Planning Commission has request information about residential design guidelines. Attached is information from St. Paul, Stillwater, and Bloomington. The Stillwater information is nice in that it has illustrations which help to visualize each guideline intent.

This item is on the May 8th agenda for discussion.

St. Paul

Sec. 63.110. Building design standards.

- (a) A primary entrance of principal structures shall be located within the front third of the structure; be delineated with elements such as roof overhangs, recessed entries, landscaping, or similar design features; and have a direct pedestrian connection to the street. In addition, for one- and two-family dwellings, a primary entrance shall either: 1) face an improved abutting street; or 2) be located off of a front porch, foyer, courtyard, or similar architectural feature, and set back at least eight (8) feet from the side lot line.
- (b) For principal buildings, except industrial, production, processing, storage, public service and utility buildings, above grade window and door openings shall comprise at least fifteen (15) percent of the total area of exterior walls facing a public street or sidewalk. In addition, for new principal residential buildings, above grade window and door openings shall comprise at least ten (10) percent of the total area of all exterior walls. Windows in garage doors shall count as openings; the area of garage doors themselves shall not count as openings. For residential buildings, windows shall be clear or translucent. For nonresidential buildings, windows may be clear, translucent, or opaque.
- (c) In pedestrian-oriented commercial districts characterized by storefront commercial buildings built up to the public sidewalk, new principal structures shall have a maximum setback of fifteen (15) feet from a commercial front lot line. At intersections, buildings shall "hold the corner," that is, have street facades within fifteen (15) feet of the lot line along both streets, or the site plan shall have vertical structural elements that "hold the corner." A primary entrance shall face a primary abutting public street.
- (d) Building materials and architectural treatments used on sides of buildings facing an abutting public street should be similar to those used on principal facades.
- (e) The visual impact of rooftop equipment shall be reduced through such means as location, screening, or integration into the roof design. Screening shall be of durable, permanent materials that are compatible with the primary building materials. Exterior mechanical equipment such as ductwork shall not be located on primary building facades.
- (f) For property with local historic site or district designation, compliance with applicable historic guidelines shall be sufficient to meet the requirements of this section.

(C.F. No. 09-1286, § 3, 12-23-09; Ord. No. 11-101, § 1, 10-26-11)

Mark Ostgarden

From: Torstenson, Allan (CI-StPaul) <allan.torstenson@ci.stpaul.mn.us>
Sent: Tuesday, April 30, 2013 1:02 PM
To: Mark Ostgarden
Cc: Drummond, Donna (CI-StPaul)
Subject: RE: Residential Design Guidelines
Attachments: Sec 63110 Building design standards 2011.doc

Mark,

Attached are the simple, basic, city-wide building design standards in Sec. 63.110 of the St. Paul Zoning Code that we adopted a few years ago to address just that kind of problem. They are fairly objective and efficient to apply administratively, by the Zoning Administrator, at the time of building permits as part of site plan review.



Allan Torstenson
Principal City Planner for Zoning
Planning & Economic Development
25 W. 4th Street, Suite 1400
Saint Paul, MN 55102
P: 651-266-6579
allan.torstenson@ci.stpaul.mn.us

The Most Livable
City in America



Making Saint Paul the Most Livable City in America

From: Drummond, Donna (CI-StPaul)
Sent: Monday, April 29, 2013 12:18 PM
To: Torstenson, Allan (CI-StPaul)
Subject: FW: Residential Design Guidelines

Hi Allan – Can you reply to him on this? I'll tell him you'll be contacting him. Thanks! Donna



Donna M. Drummond
Director of Planning
Planning & Economic Development
25 W. 4th St., Suite 1400
Saint Paul, MN 55102
P: 651-266-6556
donna.drummond@ci.stpaul.mn.us

The Most Livable
City in America



Making Saint Paul the Most Livable City in America

From: Mark Ostgarden [<mailto:mostgarden@ci.brainerd.mn.us>]
Sent: Monday, April 29, 2013 11:52 AM
To: Drummond, Donna (CI-StPaul)
Subject: Residential Design Guidelines

Good morning Ms. Drummond. Our community has no residential design guidelines for infill development. A dwelling that looks like a typical garage is being built on a vacant lot. While the homes in the area are nothing great, the design, bulk and appearance of the new dwelling will not be in context with the rest of the neighborhood. I brought this to our Planning Commission and it has asked me to do some research on guidelines.

Brainerd is a community of older homes without any guidelines to maintain the character of what is in place. St. Paul has a lot of older neighborhoods and I am wondering if you have drafted any guidelines.

Whatever you have and are willing to share are most appreciated.

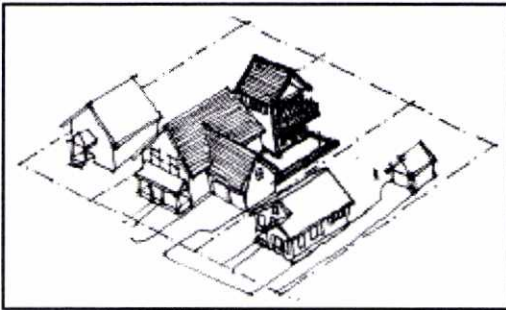
Mark Ostgarden AICP
City Planner
218-828-2309

E-mail to St. Paul Planning
Department. 4/29/13

Design Guidelines

Good Neighbor Considerations

Many of the design guidelines presented here are based on the simple goal of helping a new infill project be a “good neighbor” to adjacent existing houses and neighborhood. In addition to visual design compatibility, other considerations should be addressed, including maintaining privacy, access to views, light and air, and drainage issues.



Inappropriate Infill: Tall mass may obstruct sunlight to adjacent yards.

Guideline #21

Locate taller portions of buildings to minimize obstruction of sunlight to adjacent yards and rooms.

Guideline #22

Consider neighbor's views in placement and size of new building elements.

Guideline #23

Windows, balconies and decks should be located to respect privacy of neighboring properties.

Guideline #24

Consider using landscape elements and fences to buffer views and maintain privacy between properties.



Appropriately shielded fixture with motion sensor.

Guideline #25

Minimize the impact of exterior lighting on adjacent properties. Use recessed downlight fixtures or shields. Avoid floodlights and non-shielded point source lights. Use motion sensors and timers to control fixtures.

Guideline #26

Design grading and impervious surface drainage to minimize water run-off impact on neighboring properties.

Guideline #27

Contain debris and respect noise restrictions during construction.

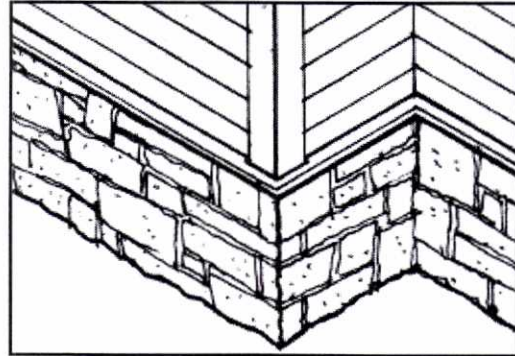
Design Guidelines

Architectural Details

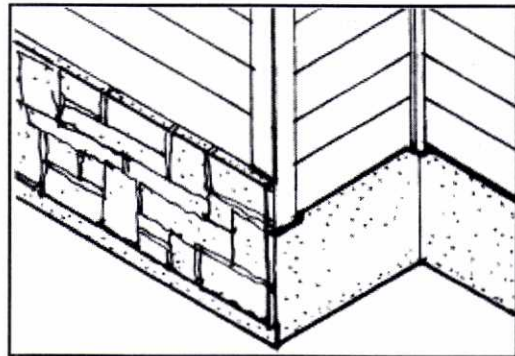
Materials usage, texture and color also affect the appearance of a new structure and can play an important role in developing the architectural style, and whether the new building fits well within the streetscape and neighborhood.



Narrow lap siding is common in older houses.



Appropriate



Inappropriate

Guideline #19

In new building design, consider appropriate materials, textures and colors, and their relationship to other buildings of the neighborhood.

Developing a relationship of building materials to prevailing materials of the streetscape can help unify old and new structures of the neighborhood. Traditional materials may include wood, stucco, stone, brick, and shingle siding.

The use of natural materials, rather than simulated, is preferred.

Color, though a matter of personal choice, should complement the structure and streetscape. For traditional styles, consider historic color palettes, often of three or more colors.

Guideline #20

Use masonry and stone authentically.

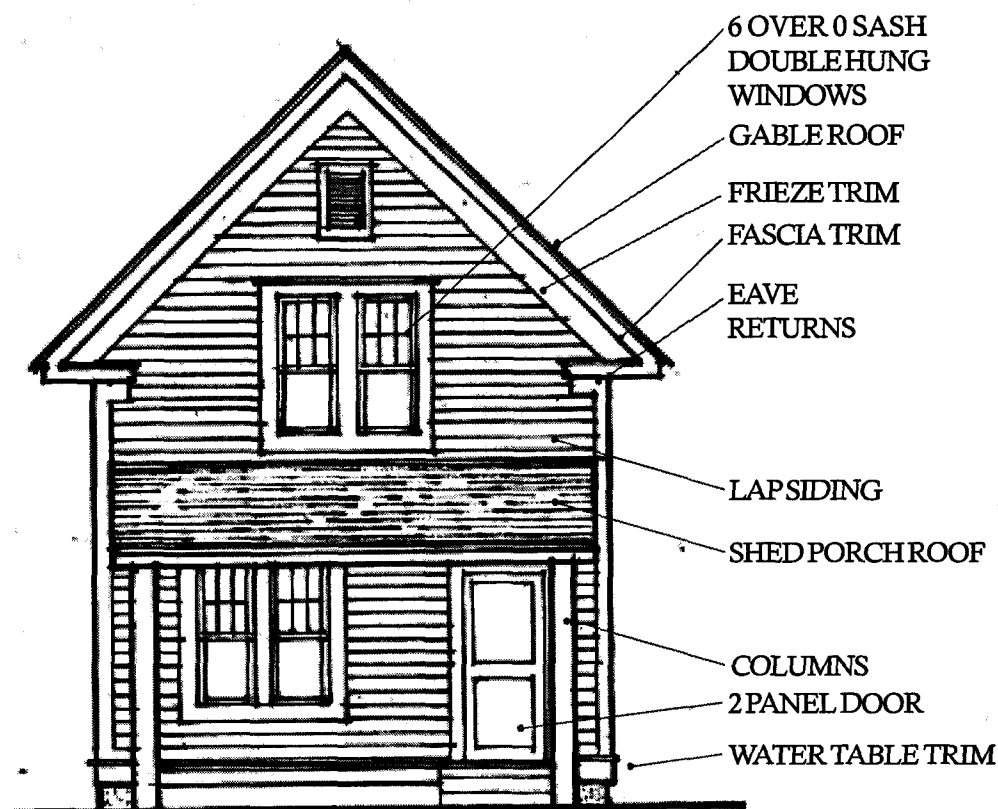
Masonry and stone materials, especially thin-veneer types, should be used carefully, and in an authentic way. Their primary use as a foundation element relates well to the traditional use of local limestone and brick in historic Stillwater structures. A secondary use may be enclosing exterior chimney massing, starting from the grade up.

When masonry and stone is used as cladding for wall elements, care should be taken to define building mass elements with it, typically terminating it at inside corners. (see also guideline #15).

Design Guidelines

Architectural Details

A creative use of architectural details is encouraged in new construction. Details that develop and support the architectural style of the house will enrich the appearance of the house and help its fit with traditionally detailed homes in the neighborhood.



Guideline #18

Use architectural details to create visual interest and support architectural style.

Architectural details, such as columns, brackets, rails, window, door and corner trim, watertable and horizontal banding, frieze and fascia boards can greatly affect a building's design and compatibility with adjacent structures. An absence of detail, especially in traditional styles, conveys a sense of cheapness or lack of authenticity.

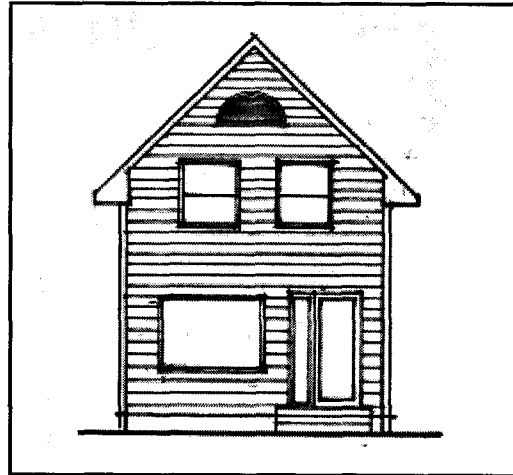
Design Guidelines

Architectural Details

Some architectural details and building elements can have a strong effect on the perceived compatibility of a house with the streetscape. Although building massing, setbacks, and height may have a primary role, the careful use of details, materials, color and lighting can also help the new structure's fit in the neighborhood.



Appropriate: Window openings and trim are proportional to building and solid wall surface.



Not appropriate: Windows and trim are not proportional to the building; lacking detail.

Guideline #16

The façade of the structure should be compatible in scale and character to the houses of the streetscape.

Window and door placement, proportions, and size can affect a building's compatibility with adjacent structures. If the houses on the street tend to have a consistent vertical or horizontal emphasis in their facade elements, this should be incorporated in the new structure design.

Guideline #17

Building elements should be proportional to the scale and style of the building, and its context.

Building facades should provide visual interest and a sense of human scale. Door and window proportions should relate to the style of the building, **and façade design and detail should be consistent in all elevations of the structure** (see Guideline #15). Tall narrow window openings are appropriate with some traditional styles of architecture, while larger openings may fit more contemporary styles.

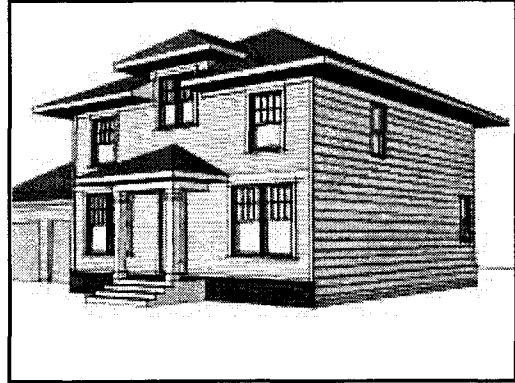
Avoid large area of blank walls, disproportionate gables sizes or shapes, minimal detailing. Features such as bay windows, bump-outs, dormers, and masonry chimneys can help add detail and enliven facades.

Design Guidelines

Building and Site



Appropriate: Details are consistent on all sides.



Inappropriate: Details and material use are not consistent.

Guideline #15

Design and detail new construction as four-sided architecture.

Four-sided architecture means the building's style, design and detail is consistent on all sides, not just the front façade. It recognizes that all sides of a house are visible and affect the neighborhood, especially those sites adjacent. Four-sided architecture, regardless of style, is also more authentic, bringing a character that is more consistent with the character of existing four-sided design in the neighborhood.

Roof forms, location and style of window openings, siding materials and texture, trim and detailing all play a role in creating consistent, honest, four-sided design.

Design Guidelines

Building and Site

Front porches are generally desirable design elements in new structures. Front porch elements are found on many of the District's homes, both large and small, helping provide a transition from the public street to the private realm of the house. Porches help break down the scale of a front façade, and encourage interaction between the street and house.



Guideline #13

Consider front porch elements in the design of infill structures.

Part of the rhythm of the existing streetscape may include front porch elements, including open or enclosed single story porches or minimally, entrance porticos. New infill structures should reflect the pattern of the neighborhood and adjacent structures with respect to porch elements and design.



Guideline #14

Accessory buildings should be compatible with the main building.

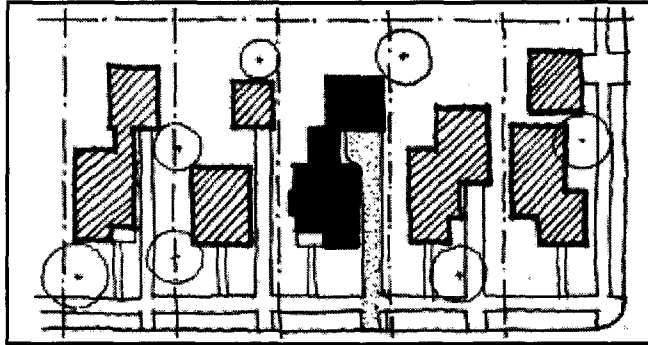
Accessory buildings (including garages) should strongly relate to the main building design, including roof pitch, windows, trim details and materials. This relationship increases in importance with the visibility of the accessory building from the street. Accessory dwelling units, where allowed, can promote affordable housing and flexible living arrangements.



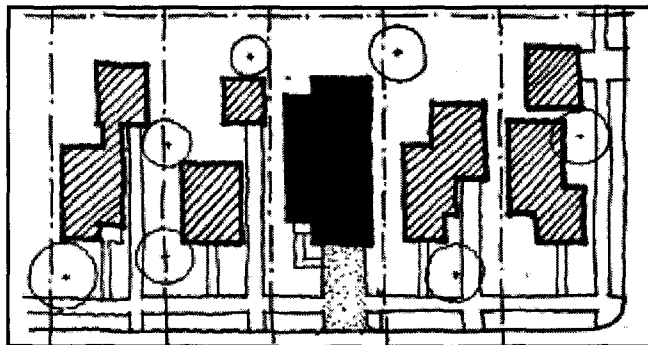
Design Guidelines

Building and Site

Many areas within the Conservation District have buildings that are relatively consistent in proportion to their site size. This proportion of building to site contributes to a sense of unity on the block, and is related to Guideline #1.



Appropriate: Footprint of building maintains scale and pattern of neighborhood.



Inappropriate: Oversized footprint of building ignores scale and pattern of neighborhood and neighbors' open spaces.

Guideline #12

The size and mass of the structure should be compatible with the size of the property.

Consider the open space around a structure, and how it relates to the pattern of the neighborhood. Provide enough space to allow for sunlight and air, enhance privacy, and preserve the character of the neighborhood.

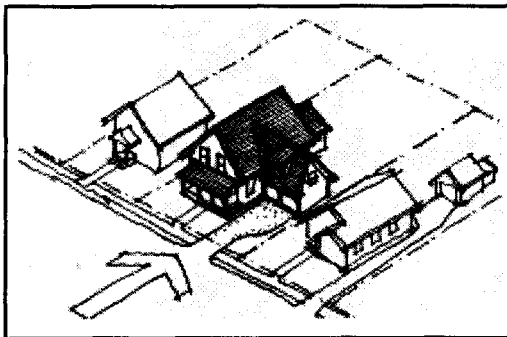
By using less than the allowed maximum lot coverage, and by varying the building footprint within the required setbacks, a more interesting structure can be created, with a variety of outdoor spaces.

Maximizing lot coverage and building out to setbacks can result in a structure of inappropriate bulk and mass, relative to the streetscape.

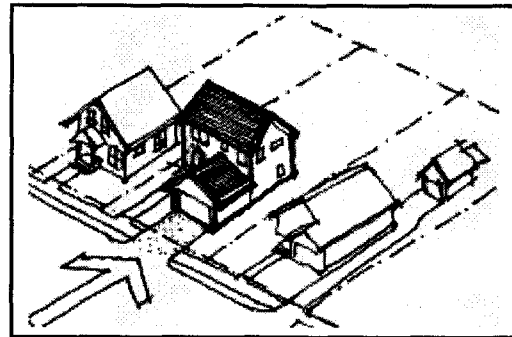
Design Guidelines

Building and Site

Most homes in the Conservation District were originally built without garages. Often, detached garages were added in the back yards, with the house façade emphasized at the street front. Garage and driveway location and design character has an important impact on site, building design and compatibility with the neighborhood. Special consideration should be given to size, mass and location of the garage in new construction, and its relationship to the building and the immediate streetscape.



Appropriate: Recessed garage is downplayed, emphasizing house at streetfront.



Inappropriate: Garage-dominated "snout" house.

Guideline #10

Locate garage and driveway to respect existing street and neighborhood patterns.

Because of the impact garage location has on streetscape and building massing, consider existing neighborhood garage/building/site relationships in new infill site and building design. Garage design should relate strongly to the main structure.

Guideline #11

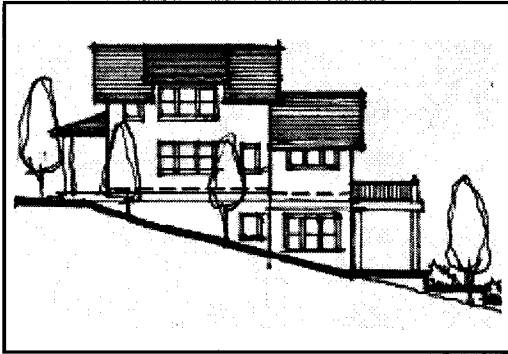
Minimize garage impact on new structure massing and street front.

Design the garage to set back and defer to the main building massing. Consider tandem garages, or side-loaded or backyard garages where site permits. Avoid oversized garages that dominate the site and street frontage on narrower lots. Consider dormers, windows and other design elements to help break up blank garage roof forms or walls. Single garage doors are preferred over double garage doors. Minimize driveway paving area.

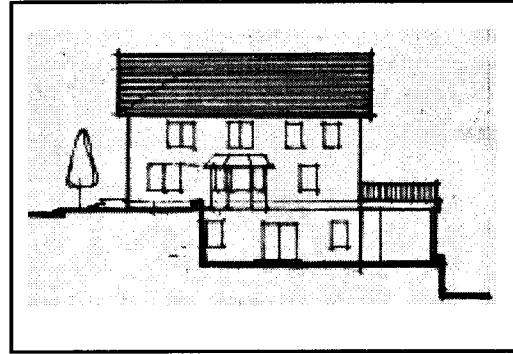
Design Guidelines

Building and Site

In Stillwater, many sites have natural features, sloped topography, and existing mature trees. Building and site design should respond to and be influenced by natural features, adapting the building to the land rather than the land to the building.



Appropriate: Adjust the building to respect existing vegetation and slope.



Inappropriate: Clearing the site; using cut and fill and retaining walls.

Guideline #6

Building and site design should respond to natural features.

Locate building forms on the site to work with existing significant trees, slopes, and other natural features. Consider locations of walks, driveways and garages that will minimize site disruption, erosion or damage to nearby or adjacent root systems.

Guideline #7

Respect the site's natural slope in new building design: minimize cut, fill and retaining walls.

When possible, locate structures to follow the natural contours of the property. Organize the building's massing to step down and work with the gradient, rather than creating an artificially flat building pad with abrupt retaining walls. (Note: refer to City's Slope Ordinance for restrictions on slopes greater than 25%).

Guideline #8

When retaining walls are necessary, minimize their impact.

Design of retaining walls should minimize grade change by creating gradual steps or tiers. Consider the form and material of existing walls in the neighborhood, especially where visually prominent (such as along the boulevard and street frontage). Use landscaping to soften and minimize visual impact.

Guideline #9

Preserve significant trees.

The design and siting of the building should consider existing trees on site and immediately adjacent. Consider the tree canopy and root zone, and avoid excessive removal of topsoil from building site. Consider permeable materials for paths and driveways in sensitive areas.

Design Guidelines

Neighborhoods and Streets



Appropriate infill: Roof forms, height, and detail are compatible.



Inappropriate Infill: Roof forms are not compatible; large unbroken surfaces.

Guideline #4

Design new roofs to be compatible with forms of existing roofs in the neighborhood.

The perception of scale, massing and the rhythm of a building is greatly affected by its roof form and height.

Though a variety of roof forms may be seen on a street, the new building's roof should appear compatible in scale, pitch, orientation and complexity to those surrounding it.

Oversized roofs due to unduly massive building volumes, or large unbroken roof surfaces parallel to the street, are examples of roof forms to be avoided.

If the infill building is larger than those nearby, consider adjusting the massing to allow the larger roof forms to be more articulated and broken down into smaller, well-scaled components.

Guideline #5

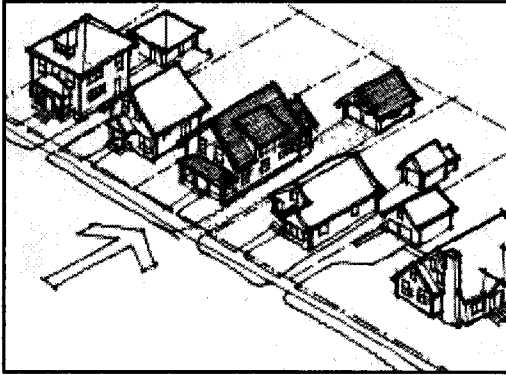
Building height should be considered in choosing roof forms, architectural style, and relating to context.

Building height alone isn't adequate in considering the relationship of adjacent structures. Two buildings of the same height can be perceived quite differently in terms of scale and compatibility, depending on the overall massing of the building, its articulation and its roof forms.

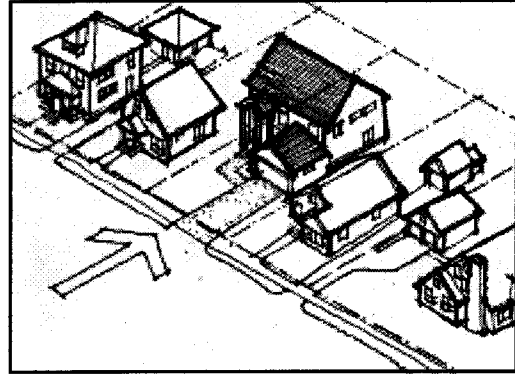
Certain architectural styles are more appropriate than others when considering roof forms that fit a site and its context. Consider the pitch, slope and orientation of primary gables, and the use of hip roofs, in adjusting the apparent building volume, mass, and height, as appropriate to building style and context. Consider using projecting elements, roof forms, shed roofs, dormers and gables, when appropriate.

Design Guidelines

Neighborhoods and Streets



Appropriate infill: New house maintains overall massing rhythm, sideyard spacing and aligns with predominant street setback.



Inappropriate Infill: New house is more massive, disrupts rhythm along street and does not follow existing alignment.

Guideline #2

Respect the existing rhythm of the streetscape.

New infill construction should attempt to maintain the existing overall pattern and rhythm of the streetscape.

Uniform narrow lots naturally set up a strong rhythm on the streetfront, and many design aspects of new construction should be considered in relating to that rhythm.

Building massing, scale and orientation, roof forms, porches, building setbacks, garage and driveway locations, and landscaping all can contribute to the new structure's compatibility with the existing pattern and rhythm of the streetscape.

Guideline #3

Follow alignment and setbacks predominant on the street and adjacent properties.

One important component of street rhythm is the building-front alignment and setback from the street and boulevard.

On many blocks, there is a predominant setback or alignment that, when followed, helps reinforce a feeling of unity on the streetscape.

In most cases, relating to the predominant alignment is appropriate, even if some existing structures may not follow it. Varying lot sizes, corner lots, and other considerations should be examined on a case-by-case basis to determine where, and to what degree variations from setbacks are appropriate.

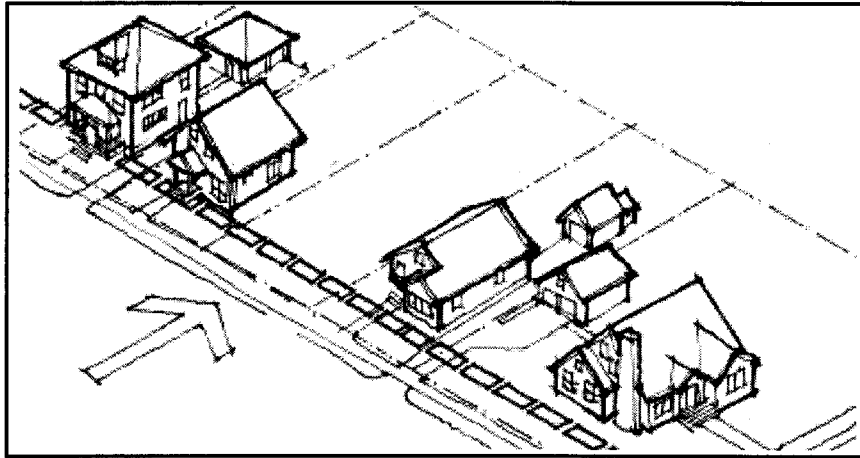
Design Guidelines

Stillwater's neighborhoods are composed of pedestrian-oriented streetscapes with a wide variety of architectural styles. Originally, some neighborhoods were populated with modest homes of laborers, while others had more elaborate residences surrounded by open spaces. Gradually, many of the smaller homes were modified and added onto, and many open spaces and vacant lots were infilled with a variety of homes. The result is an eclectic mix of residential styles and sizes that can be seen on most streets within Stillwater's Conservation District.

One primary Design Guideline goal is to help new infill structures relate to their streetscape and neighborhood, as well as to individual houses adjacent to the infill site. The intent of these guidelines is not to provide a strict set of rules, but rather general design considerations and principles to help guide development of these sites.

The next section contains the Design Guidelines for infill lots. These Design Guidelines are organized by **Neighborhood and Street** (Guidelines 1-5), **Building and Site** (Guidelines 6-15), **Architectural Details** (Guidelines 16-20) and **Good Neighbor Considerations** (Guidelines 21-27).

Neighborhoods and Streets



Consider neighboring structures on infill lots.

Guideline #1

Massing and scale of a new building should be compatible with neighboring structures.

The massing and scale of new buildings should try to follow the predominant pattern of the neighborhood. Special consideration should be given to adjacent structures, especially if they are consistent with the pattern of the neighborhood.

The scale and volume of the new building should respect its context and adjacent neighbors, not overwhelm them or stand out due to inappropriate size.

A well designed building and site has a proportional relationship with adjoining properties and maintains the rhythm and scale of the streetscape by using similar massing, proportions and details.

PRIMARY STRUCTURES

SUBJECT TO REVIEW AND APPROVAL:

All construction of primary buildings is subject to review and approval by the Bloomington Historic Preservation Commission (BHPC).

Definition: A primary building is a building or accessory structure occupying a lot. Buildings less than 80 square feet need no approval.

GUIDELINES

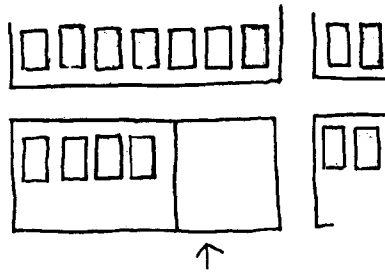
The following guidelines relate to the construction of any new primary building. They are enforceable by the BHPC and are subject to its "Review and Approval" by application for a certificate of appropriateness. These guidelines are less comprehensive and less restrictive than for a Historic District.

MATERIALS

Definition: The visual, structural, and performance characteristics of the materials visible on a building exterior.

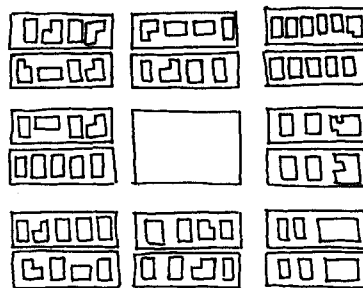
RECOMMENDED

1. Building materials, whether natural or man-made, should be visually compatible with surrounding historic buildings.
2. When hardboard or concrete board siding is used to simulate wood clapboard siding, it should reflect the general directional and dimensional characteristics found historically in the neighborhood. No products imitating the "grain" of wood should be used.
3. Brick, limestone, clapboard, cement board, wood, shingles stucco

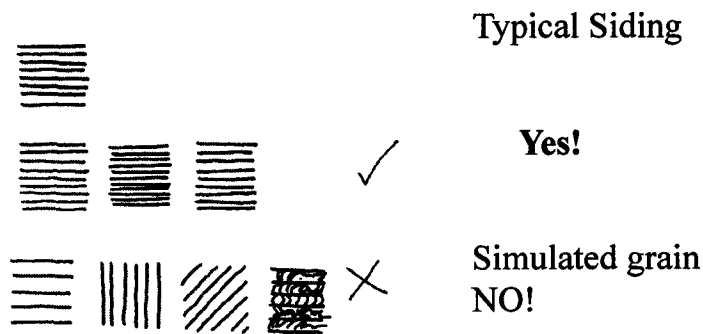


Its surrounding context has been weakened by its very existence. However, context is still of primary concern. In such case, a somewhat larger area than the immediate environment must also be looked to for context, especially if other vacant land exists in the immediate area.

4. **REDEVELOPMENT SITE.** This site may consist of four or more contiguous vacant lots. Often there is much vacant land surrounding the site.



Context. The context of adjacent buildings is often very weak or non-existent. In this case, the surrounding area provides the primary context to the extent that it exists. Beyond that, the entire historic area is the available context for determining character. This type of site often offers the greatest design flexibility. Where the strength of the context varies at different points around a site, new design should be responsive to the varying degrees of contextual influence.

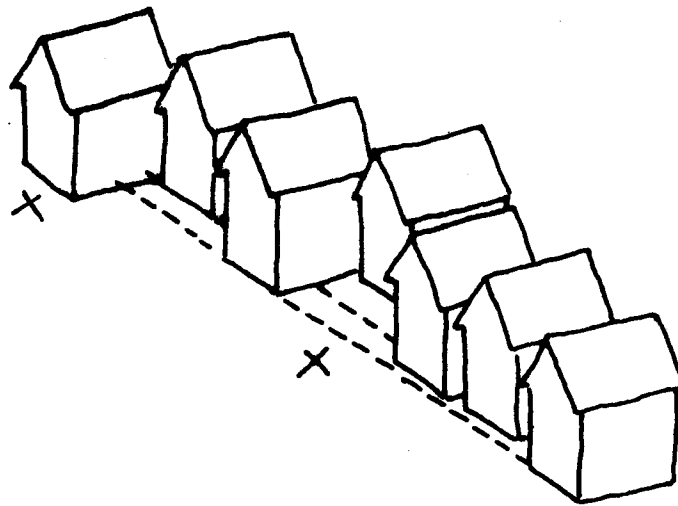


SETBACK

Definition: The distance a building is set back from a street, alley or property line.

RECOMMENDED

1. A new building's setback should conform to the setback pattern established by the existing block context. If the development standards for the particular zoning district do not allow appropriate setbacks, a variance may be needed
2. On corner sites, the setbacks from both streets must conform to the context
3. Structures that are much closer or further from the street than the vast majority of houses in a given block should not be used to determine appropriate setback.

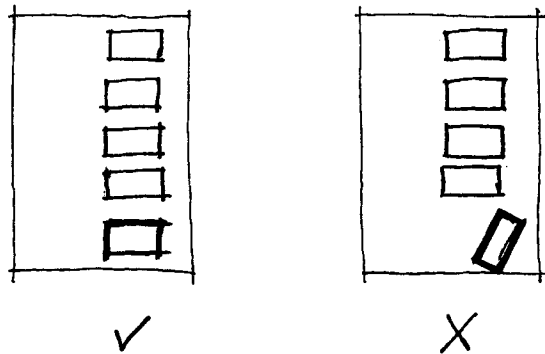


ORIENTATION

Definition: The direction that a building faces.

RECOMMENDED

New buildings should be oriented toward the street in a way that is characteristic of surrounding buildings. (See Introduction for information about the traditional forms in the neighborhood.)



BUILDING ENTRY

Definition: The actual and visually perceived approach and entrance to a building.

RECOMMENDED

Entrances may characteristically be formal or friendly, recessed or flush, grand or commonplace, narrow or wide. New buildings should reflect a similar sense of entry to that which is expressed by surrounding historic buildings.

SPACING

Definition: The distance between contiguous buildings along a block face.

RECOMMENDED

New construction that reflects and reinforces the spacing found in its block. New construction should maintain the perceived regularity or lack of regularity of spacing on the block.

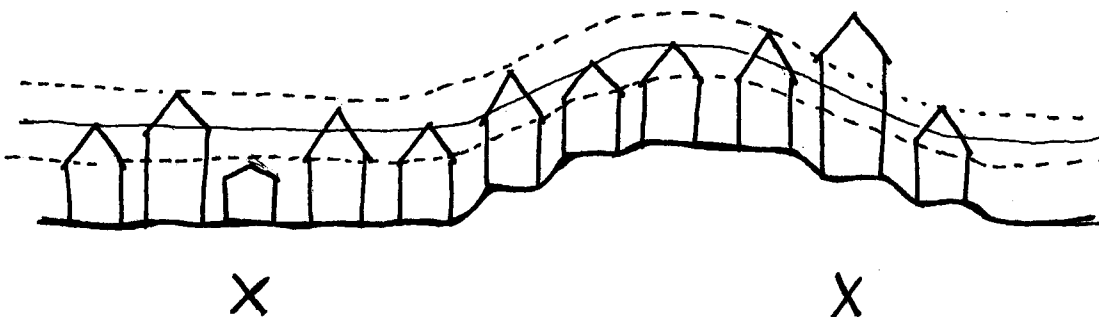
BUILDING HEIGHTS

Definition: The actual height of buildings and their various components as measured from the ground at the foundation and from the grade of the sidewalk that the building faces.

NOTE: In areas governed by this plan, building heights should be determined using these guidelines rather than those noted in the zoning ordinance.

RECOMMENDED

1. Generally, the height of a new building should fall within a range set by the highest and lowest contiguous buildings if the block has uniform heights. Uncharacteristically high or low buildings should not be considered when determining the appropriate range
2. Cornice heights, porch heights and foundation heights in the same block face and opposing block face should be considered when designing new construction.
3. Consider the grade of the lot against the grade of the adjacent sidewalk as well as the grade of the adjacent neighbor

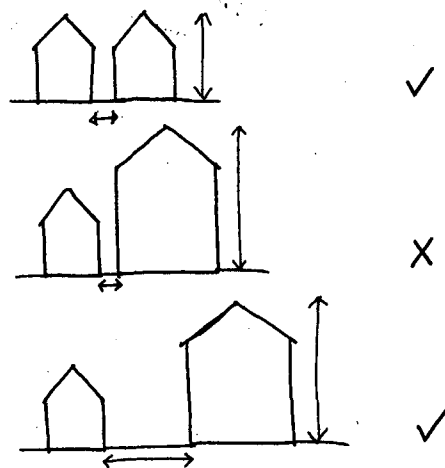


BUILDING HEIGHT/ SIDE SETBACK

Definition: The relationship between the height of the house and the distance between them.

RECOMMENDED

1. A new house of the same height as existing houses may be as close to them as they are to each other.
2. A new house which is taller than the house next to it must be set back further from the side property line than existing houses.



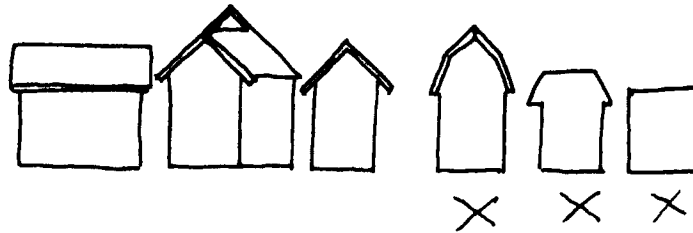
BUILDING OUTLINE

Definition: The silhouette of a building as seen from the street.

RECOMMENDED

1. The basic outline of a new building, including general roof shape, should reflect building outlines typical of the area.

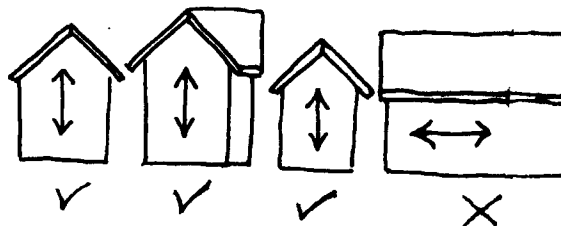
Roof Shape



Context

2. The outline of new construction should reflect the directional orientations characteristic of the existing building in its context.

Directional Orientation



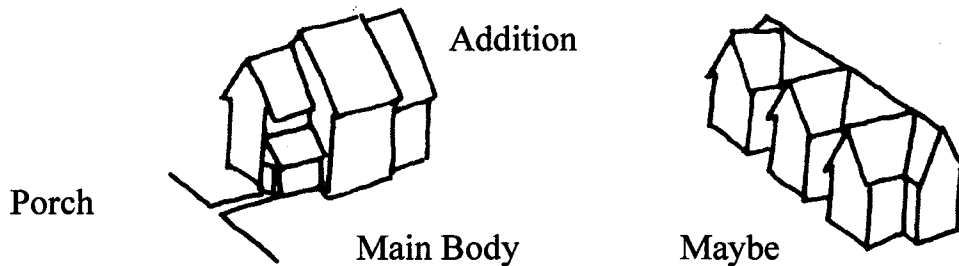
MASS

Definition: The three dimensional outline of a building. Depending on the block face, buildings in Prospect Hill may reflect the traditional horizontal mass of the gabled-ell or the more vertical projection of the bungalow form. See the architectural description of traditional forms provided in the introduction for guidance.

RECOMMENDED

1. The total mass and site coverage of a new building should be consistent with surrounding buildings.

2. The massing of the various parts of a new buildings should be characteristic of surrounding buildings.



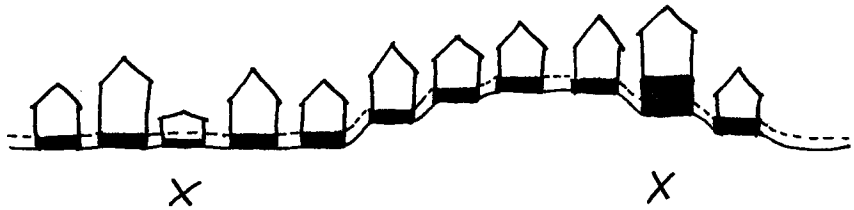
Observe massing of building parts.

FOUNDATION/ FIRST FLOOR ELEVATION

Definition: The supporting base upon which a building sits and the finished elevation of the first floor living space.

RECOMMENDED

New construction first floor elevation and foundation height should be consistent with contiguous buildings.



FENESTRATION

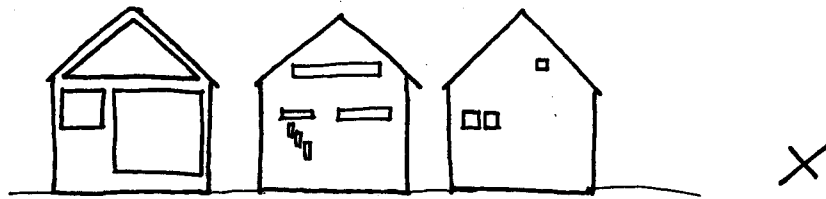
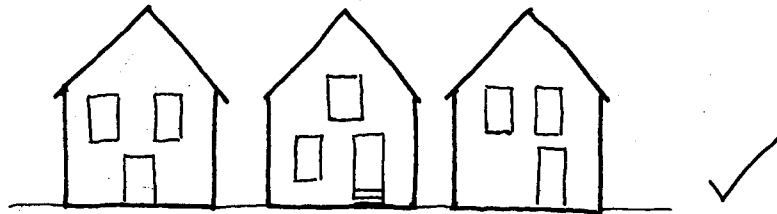
Definition: The arrangement, proportioning, and design of windows, doors and openings.

RECOMMENDED

1. Creative expression with fenestration is not precluded provided the re-

sult does not conflict with or draw attention from surrounding historic buildings.

2. Windows and doors should be arranged on the building so as not to conflict with the basic fenestration pattern in the area.



3. The basic proportions of glass to solid which is found on surrounding contributing buildings should be reflected in new construction.
4. Window openings should reflect the basic proportionality and directionality of those typically found on surrounding historic buildings.

ACCESSORY STRUCTURES

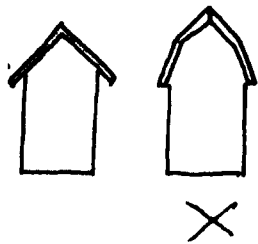
Definition : Any structure secondary to the principal building on the lot and greater than 80 square feet in size is subject to the following guidelines:

SUBJECT TO REVIEW AND APPROVAL:

All structures greater than 80 square feet.

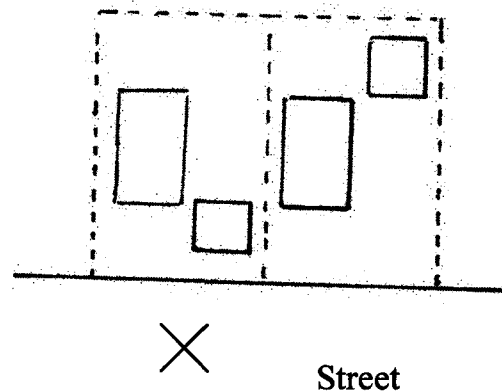
RECOMMENDED

1. New structures accessory to primary buildings should be visually compatible with existing historic neighborhood patterns for accessory structures and of material consistent with the historic neighborhood pattern
2. New structures should be placed, where possible, in a subordinate position to the primary building on the lot.



Compatible Design

Subordinate location



Street

OTHER ISSUES

UTILITIES & EQUIPMENT

Definition: Any utilities that might be above ground and visible (such as meters and electric lines) and any mechanical equipment associated with the building (such as air-conditioning equipment).

#4.e.

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Follow Rick

"Tiny Homes": just a fad or the future of downsizing?

Hey everyone, I have taken an interest in "tiny homes" and really believe it is a good model to move away from the McMansion era of the past. Any thoughts about the future of the increase in popularity of "tiny homes"? I envision a neighborhood of tiny homes as being a way to provide affordable housing, giving people the opportunity to become homeowners, and reducing their footprint and conserving resources along the way. I'm curious what planners think about that.....

17 days ago

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Yuri Artibise, Tobela Twala like this

0 comments



Follow Frank

Frank Banisch • Before building new neighborhoods of "tiny homes", I would argue that conversion of one family homes for 2-family use could prove to be a low cost cure for our perennial affordable housing shortage. It also addresses the vexing question of how to retrofit these oversized homes so they do not become problem properties over time as market preference is clearly moving away from this housing type. Contrasted with the relatively high per square foot cost of building tiny new homes (each one needs a foundation, a roof, utilities, HVAC etc.), 2-family retrofitting can be achieved at great savings, capitalizing on "extra" space and can also help to restore value to these homes. 2-family retrofits can also provide work force housing, creating new units that can be quickly and inexpensively constructed and offered at rents that allow for greater commutation costs to work.

17 days ago • Like

1



Follow Rick

Ricky Caperton • Frank: Thanks for your input. You bring up some valid points, and retrofitting single family homes to multi family homes is certainly a viable option as well. As far as

"tiny homes" are concerned, they may have a higher cost per sq ft in some cases, but not always. A home with higher per sq ft costs, but with lower overall square footage can still be cheaper than building a traditional home with a lower per sq ft cost, but higher overall square footage. "Tiny homes" also greatly reduce the operational and maintenance costs of a typical single or multifamily home. In addition, having a "tiny home" puts the focus on outdoor living as well. I haven't seen too many tiny homes, or "tiny home" subdivisions yet, however I have seen an increase in popularity in recent years.

17 days ago • Like

1



Follow Craig

Craig Lenhard • I work for a Third Class city with 60,000 residents. We have many small homes built 100 years ago. We often have residents coming in for permits to build additions that increase a buildings footprint which adds more stormwater runoff that needs to be controlled. When people want to stay in their home but find it cramped, they will seek to modify the home to meet a larger family, etc. Cities usually have a majority of the affordable housing and stick built housing is still expensive to build. We have several examples of factory built housing that complements our attached and semi-detached, 2-story housing style. Such projects have been done on "infill" sites with no federal subsidy. The suburbs could do similar projects if their zoning code allowed for it or even mandated that a small percentage of the units to be built be "affordable". If zoning allows for small lots and higher density you will find that more builders will be attracted to a site that nets them three or more units per job site. Many municipalities have small vacant lots that they can't get developed even if zoning is not the issue. There are market forces, crime, school location and a host of other factors that can impact developing affordable housing. There are several generations that are priced out of the current housing market and in the future the "McMansions" will be harder to sell and more costly to heat and cool. When the market is there, some places will see their mega homes bulldozed and a new neighborhood created that is both walkable and rebuilt with a variety of home sale prices that allows for a true neighborhood where both old and young people thrive and interact as a community.

15 days ago • Like

2

Latest Updates



4 people have joined the group, including Mike Markus, Anton Mathey and Dennis Schindler

44 minutes ago



Jan Lopez commented in the group on What qualities/attributes make a great Planning Commission Chairperson?: What a great question. I'll be back with some comments. We're traveling at the moment. First thoughts: Arrange for Commissioners to...

Like Comment (1) 22 hours ago



Kathryn Trauger is discussing: What qualities/attributes make a great Planning Commission Chairperson?

Like Comment (1) 1 day ago

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Wayne Senville

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Meghan H. Dorsett, AICP



Stacey L. Smith



Kathryn Trauger



Wayne Senville



Gordon Young

Follow Gordon

turning toward in other parts of the country. I know...location, location, location. But its still frustrating to see so many abandoned small homes disappear in places like Flint, even though I consider it good policy in a shrinking city.

11 days ago • Like

1



Follow Rex

Rex Curry • One of the grave difficulties in changing the course of urban development is the belief in the single family detached home surrounded by open space. It can be as small as an eighth of an acre or a thousand square miles. The central difficulty for all shelters up to about an acre or two is the inevitability of insolvency due to an environmentally unsound and failing suburban infrastructure, a negative value for money in conducting repairs and a growing transportation burden. For data see: the Housing+Transportation Burden <http://htaindex.cnt.org/>

The best "tiny" homes are in dense urban areas.

A developed country a place where the rich use mass transit, not where the poor have cars. One of the most important trends involving this lifestyle change that eliminate burden of "spread city" are based on living big in small spaces. It serves all age cohorts well and it is global in its development. Hong Kong's housing brings thousands of people into small spaces in a high rise tapestry as the world first. Many lessons have been learned here and they are enormous. The focus was exclusively on density over the quality of a place, but this is where the creativity of social density starts to make a significant difference. An excellent example is in the work of Architect, Gary Chang's 330 square foot home. A set of sliding wall storage system converts this space into 24 specific uses, from bedroom, to dining room and kitchen. See: <http://www.youtube.com/watch?v=DQM7a5Yjp9g>

New York is famous for the success of its tiny apartments. In a challenge to designers the NYC sought to build on this idea by opening a 2012 competition for the construction of an apartment building dedicated to this lifestyle. It acquired 33 international proposals in response to an innovative micro-apartment design. The winning team will begin building by the end of 2013 and residents are expected to move in by 2015. The project is expected to include 55 apartments between 250 and 370 square feet on a site in Manhattan. It employs a modular construction system of prefabricated units made in the Brooklyn Navy Yards. See: <http://www.lifeedited.com/see-the-evolution-of-the-lifeedited-apartment-from-demo-to-completion/>

Small not new – on a muse between Warren and Baltic Street in Brooklyn you will find a set of row houses that are just 12 feet in width and just over two-stories in height. Designed by William Field & Son in the 1870's, is some of the first planned housing marketed to trade workers. Designated Historic December 30, 1989, expanded June 7, 1988.

9 days ago • Like

2



Follow Ricky

Ricky Caperton • Thank you for all of the insightful comments. I think we can all agree in some ways that a shift from larger single family homes to a smaller, more sustainable model is needed. If you haven't already seen or heard of Tumbleweed Tiny Homes, I urge you to take a look at their website (www.tumbleweedhomes.com). I think it would be fascinating to see a small subdivision of these types of homes.

7 days ago • Like



Follow Ricky

Ricky Caperton • Correction on the website....www.tumbleweedhouses.com

7 days ago • Like



Follow Tobela

Tobela Twala • Goodday Ricky, In South Africa this subject has been at the centre of housing policies and planners have stepped in to correct the initial democratic government to move away from developing for statitics but rather look at sustainable houses for the poor of the country as it was made known that people generally do not like being cramped in their homes irregardless of their income groups and certainly the government did adopt the theme 'sustainable human settlements' as opposed to just providing houses for the poor. I believe that the urban footprint can be affected somehow but with more innovative construction measures and green planning I say lets proritise this & do away with small tiny homes.

7 days ago • Like

Ricky Caperton • Tobela: Thank you for your input. I'm glad that my post is garnering opinions containing great points. I agree that more sustainable construction is needed (and we do have the LEED rating system), however in my opinion we still need to shift to

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Follow Ricky

case sustainable construction of larger, multifamily homes might be the solution.

7 days ago • Like

1



Follow Gordon

Gordon Young • I live in the Bernal Heights neighborhood of San Francisco, and the variety of additions tacked on to once tiny homes is amazing. Virtually every house in the nabe has at least one "thing" added on to it. Some are done by architects and some by owners experimenting as they go. Some are permitted, but many are not. Some look great and some, well, not so great. With a little architectural forensics, I've determined that my house has no less than five additions, and it's still only 700 sq. ft.

6 days ago • Like

1



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Featured Tool: Small Lot Development

Small lot development allows single family homes to be built on lots that are smaller than typically allowed in single family zoning districts, generally ranging from approximately 1,500 to 5,000 sq ft. Development is permitted by ordinances that reduce or relax minimum lot size, setback or lot coverage regulations to allow greater density. Ordinances can be written to apply to specific zoning or overlay districts.

What issue does small lot development address?

Small lots have great potential to encourage density and housing diversity in jurisdictions and neighborhoods dominated by single-family housing types on large lots. Allowing small lots in areas where the value of land is high can reduce the per-unit land costs, making housing more affordable.

Where is small lot development most applicable?

Small lot development can be used in all sizes of cities and in a variety of situations. It is effective in developed residential zones with fragmented lots that, under present land use regulations, are undevelopable but would make good home sites. It can also be applied effectively in areas below maximum density where large or adjacent lots could be subdivided to create denser development. Small lot development may also be used in greenfield development, and is often deployed in combination with short plats, lot size averaging, planned unit developments, cottage housing, cluster development and master planned communities.

What do I need to know about using small lot development?

Tailoring Small Lot Ordinances. Small lot development begins with an ordinance or changes to your jurisdiction's development standards. While model ordinances exist, the code needs to be tailored to the zoning and lot requirements that fit with the targeted zones or neighborhoods. Relative to the density and existing standards of the district, appropriate "small" lot sizes may range from 1,500 sq ft in dense neighborhoods to 5,000 sq ft in districts characterized by large lots. Some communities have experimented with "right-sizing" their ordinances through enacting trial ordinances that can be renewed and amended as they approach their sunset date. This allows a jurisdiction to try out a set of regulations, monitor the results, solicit external review and adjust accordingly.

Small lot ordinances are flexible in their application. Most commonly they apply only to certain zones or are implemented as an overlay/floating zone.

Planning staff should determine which neighborhoods or zones are best suited for this type of development, paying attention to the development standards and lot sizes in the areas of interest. Are there many lots larger than the zoned minimum lot size? These lots could be subdivided into small lots. Are there many undeveloped lots smaller than the minimum lot size? The ordinance could address infill on these lots.

Development Standards. Setback and lot coverage requirements will dictate the size of the unit constructed on the lot. Since diversity and density are the goals of the ordinance, these requirements should ideally permit a number of different sized units to reflect the needs of the target population. Because of the smaller lot size, lot coverage requirements and square footage demands may put upward pressure on building height. It might be helpful to specify density requirements using floor-area ratio (FAR) instead of dwelling units-per-acre. FAR takes

Tool Profile

Focus Areas

- [Expensive Housing Markets](#)
- [Innovative Single Family Techniques](#)

Housing Types

- Single Family
- Ownership
- Market Rate
- Subsidized

Affordability Level

- 80 to 120% AMI
- Less than 80% AMI

Goal

- Diversity

Case Studies

- [Mill Creek Small Lot Development: Amberleigh & Vineyards](#)
- [Sumner Small Lot Development](#)

the bulk and height of a building into consideration, and this will be important for ensuring that the homes are sized in proportion to the lot size and fit in with surrounding single-family development.

Understanding the developer's point of view is essential to creating a sound ordinance. If the small lot ordinance does not allow developers to build homes at sizes and configurations suited to the target population, or if it directs development to neighborhoods with weak demand, it may not be successful.

Privacy. Privacy among neighbors within small lot developments can be a concern. Implementing design guidelines with small lot development assures that appropriate fences, landscaping, house placement, and other features are included to respect privacy while knitting the new development into the neighborhood.

Transitions. Creating smooth transitions between traditional and new neighborhoods can alleviate tension over characteristics of small lot development that differ from traditional single-family neighborhoods. Consider the neighborhoods where new developments may be sited.

- Are uses that fit well with small lot development, like parks and open space, mixed use and neighborhood commercial, located nearby?
- Would development be served by transit?
- Is land available close to areas where the built-out capacity is near the zoned maximum?
- Could development bridge a gap between a commercial center and single-family development?
- Are there non-residential properties within the zone available for residential redevelopment?

Density Bonus. Many communities pair small lot development with other tools to encourage density. Granting density bonuses to developers building small lot homes may be effective because building cost per square foot on small lots can be higher than traditional single-family designs. Additionally, density bonuses can be awarded to include an extra incentive to include affordable units in a small lot project.

Communities can create de facto small lot development by providing density bonuses that allow construction of single-family homes on lots smaller than what is allowed under zoning. Similarly, master planned communities and planned unit developments frequently include small lot housing developments. Success in these types of developments could build support for a separate ordinance.

Combining Tools. In addition to the aforementioned examples, small lot ordinances are tied to other tools like cottage housing and short plats. Combining these tools will increase the options builders have to build dense, diverse homes. For example, combining cottage housing with a small lot ordinance can create dense clustered lots exempt from setback and building orientation regulations that would apply under a small lot ordinance alone. A small lot ordinance could permit individual ownership possibilities for cottage homes that would otherwise operate as condominiums.

Parking. Generally, household size is smaller in small lot developments, so the need for parking spaces may be less than in traditional single-family neighborhoods. Consider parking reductions from what the zone would otherwise mandate. Additionally, the higher density of small lot developments makes them more transit-supportive, further reducing the need for large parking requirements. Follow the link to read more about transit oriented development.

Education and Outreach. Communication with residents in the areas being considered for small lot development, as well as with developers and builders, is vital to ensure a successful ordinance. Receiving community input before and after the ordinance is implemented, as well as when a development is proposed will help reduce resistance. Adopting design guidelines or a design review process specifically for these developments can help ease community concerns about how developments fit community character and address congestion, parking and open space concerns. Design guidelines can be woven into the ordinance or exist as a related document. A design review process can keep the public engaged as development plays out. Developers can provide important feedback on the feasibility of building the types of housing for the target population under the ordinance.

Steps to Developing and Implementing a Small Lot Ordinance

Assess community capacity for small lot development. Determining where and how small lot homes would fit into your jurisdiction is the first step in creating your ordinance. Depending on your community, small lots may best be applied to specific zones or neighborhoods, or through combining the concept with other tools that increase housing density and diversity, like planned unit developments.

Assemble stakeholders, including resident, business owner, and developer/realtor representatives for guidance and input on the ordinance. Supplement your initial findings with input from stakeholders. Stakeholders are key resources that can help throughout the process of implementing the ordinance. Input and feedback on specific development standards in the ordinance will ensure new standards will create marketable, attractive homes that fit with the character of the community. Learn the variety of concerns that may exist among the different segments of your community. Later on in the process, stakeholders can be key in community outreach or marketing the ordinance to developers.

Determine the specifics of the ordinance. Consider how small lots could be implemented with other strategies such as lot size averaging, flexible setbacks, cottage housing or density bonuses. Including these incentives may be key to generating more affordable housing for low-income households. Small lot housing may be less expensive than traditional single-family development, but, at market rates, still out of reach for many. Speak with stakeholders in the development community concerning the levels of incentives that would allow affordable small lot homes to be built.

Put the ordinance out for public comment and input. Revise as necessary. After considering the key issues in designing a small lot ordinance and weighing them out with staff and stakeholders, draft the ordinance and begin the planning board and public comment processes to get the ordinance adopted.

Adopt changes to the development/zoning code. Amend documents to include language that updates standards allowing small lot housing.

Educate staff and market the ordinance. Ensure that building officials and planning staff working with builders are up-to-date on the requirements and intent of the ordinance. Staff should be able to point out incentives and advertize the program in conversation with developers and applicants. Monitoring the progress of the program, in terms of units constructed, median sale price, neighborhood opinions, and intensity of development, after the ordinance has been enacted, can provide information on whether the ordinance needs adjusting to make it more successful.

Model Policies, Regulations, and Other Information

Everett: Small lot single-family dwelling, and duplex development infill standards

Marysville: Small lot residential design guidelines and examples

Mountlake Terrace: Housing Choices Ordinance

Duvall: Single-family Residential Zoning Districts -- Zones R6 and up allow small lot single- and two-family attached and detached homes. Cottage homes and other higher density forms are allowed in R8 and up.

Kirkland: Small lot single-family zoning requirements

Eugene, OR: Small Lot Development in Eugene A Study of Density and Site Design

Vancouver, B.C.: Increasing Housing Density in Single Detached Neighbourhoods

MEMO

TO: Planning Commission

FROM: Mark Ostgarden, City Planner 

DATE: May 2, 2013

RE: 13th Street Zoning Amendment

At its April meeting the Planning Commission conducted the public hearing to consider rezoning the triangle parcel on the east side of 13th Street south of Brook Street from an R-1 (Single Family Residential) District to an I-1 (Light Industry) District. The rezoning is being done to correct the oversight of assigning the R-1 zone when the new Zoning Map was approved.

At the April meeting I informed the Planning Commission that the previous zoning was not I-1 but an I-2 (General Industry) District and perhaps the Planning Commission wanted to re-notify affected property owners for a new I-2 hearing in May. There was discussion that perhaps the I-1 zone was appropriate to provide a buffer for the residential property to the west. The Planning Commission requested that the effected adjacent property owner be contacted to get those owner's thoughts on the I-1 zoning.

Following the April meeting I have done some additional research about the property being considered for rezoning:

- There is approximately two hundred forty (240) feet of buildable property depth in the city at the north end of the property owned by John and Arlene Fitzpatrick. The property is actually part of an undeveloped plat that dates back to 1884. An estimate of buildable residential area is identified on the attached aerial photo.
- The affected area in the City to the south is primarily owned by Shipman Auto Parts (D&G Properties LLC). Shipman has approximately seven hundred (700) feet of frontage on 13th Street. The frontage depth appears to be between to four hundred (400) feet on the north to as little as one hundred on the south end.
- This area is served by city sewer and water.

- The north-south city limits line runs very close to the west side of the buildings owned by Shipman and Thelen Heating and Roofing. It appears that most of the parking space area adjacent to the buildings is out of the city but the remainder of the parking lot and property access is in the city.
- I had a conversation with Glen Knowlen at Shipman Auto Parts who was concerned about the developable land it owns in the city, I-1 zoning and the impact it would have any future company expansion plans. It is aware that I-1 zoning would not permit the auto salvage business to expand however it understands I-1 would permit use of the buildable property described above for many types of industrial uses, general office and even commercial uses as the property is adjacent to a collector road.
- Thelen's is a use also affected by the I-1/I-2 zoning. The I-1 zone would permit it to expand in the activities associated with the business that are permitted in an I-1 District. However there does not appear to be any significant developable area adjacent to the Thelen's property.

Conclusions

1. The property owned by the Fitzpatrick's could remain in an R-1 (Single Family Residential) District.
2. Following discussions with Mr. Knowlen at Shipman Auto Parts, it sounded as if he was comfortable with the land north of its present building be part of an I-1 zone and the remainder of the land be part of the I-2 zone. I e-mailed to him a copy of the zoning as we discussed.

The attached map identifies the zoning districts. Should the Planning Commission desire to pursue this option, because a portion of the property would be I-2 a new public hearing will be required.

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Brainerd, Minnesota 56401



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Service
(218) 829-2193 • fax (218) 829-2308
email@bpu.org

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April 23, 2013

D&G Properties
1711 13th St SE
Brainerd, MN 56401

Dear D&G Properties:

At its April 10, 2013 meeting, the City of Brainerd Planning Commission conducted a public hearing to consider rezoning the large triangular parcel you own adjacent to 13th St SE from an R-1 (Single Family Residential) District zone to an I-1 (Light Industrial District) District zone (see enclosed map). You should have received a notice about the hearing. In 2011 when the City of Brainerd adopted a new Zoning Map the parcel was inadvertently placed in a residential zoning district. The Planning Commission is correcting the map and is proposing the I-1 zone for the property.

The hearing notice you received listed all the uses allowed in an I-1 District. An automobile salvage yard is a use that is not listed meaning should you someday desire to use any part of the triangle property for the automobile salvage business, the I-1 District zone would not permit that to occur. Just in case you were not aware of the I-1 ramifications, the Planning Commission is providing you with an opportunity at its May 8, 2013 meeting to state your position about the I-1 District. Should it not hear from you or you do not attend the meeting then it will be understood to mean that you are not concerned about the proposed I-1 zoning. Please contact me if you have any questions about the proposed zoning or the process to rezone the property.

Cordially,

Mark Ostgarden AICP
City Planner

Enclosure

CC: Planning Commission
Mayor and City Council
City Administrator, Theresa Goble

BROOK ST

R-1

I-1

R-M-H

I-2

13TH ST SE

ELM ST

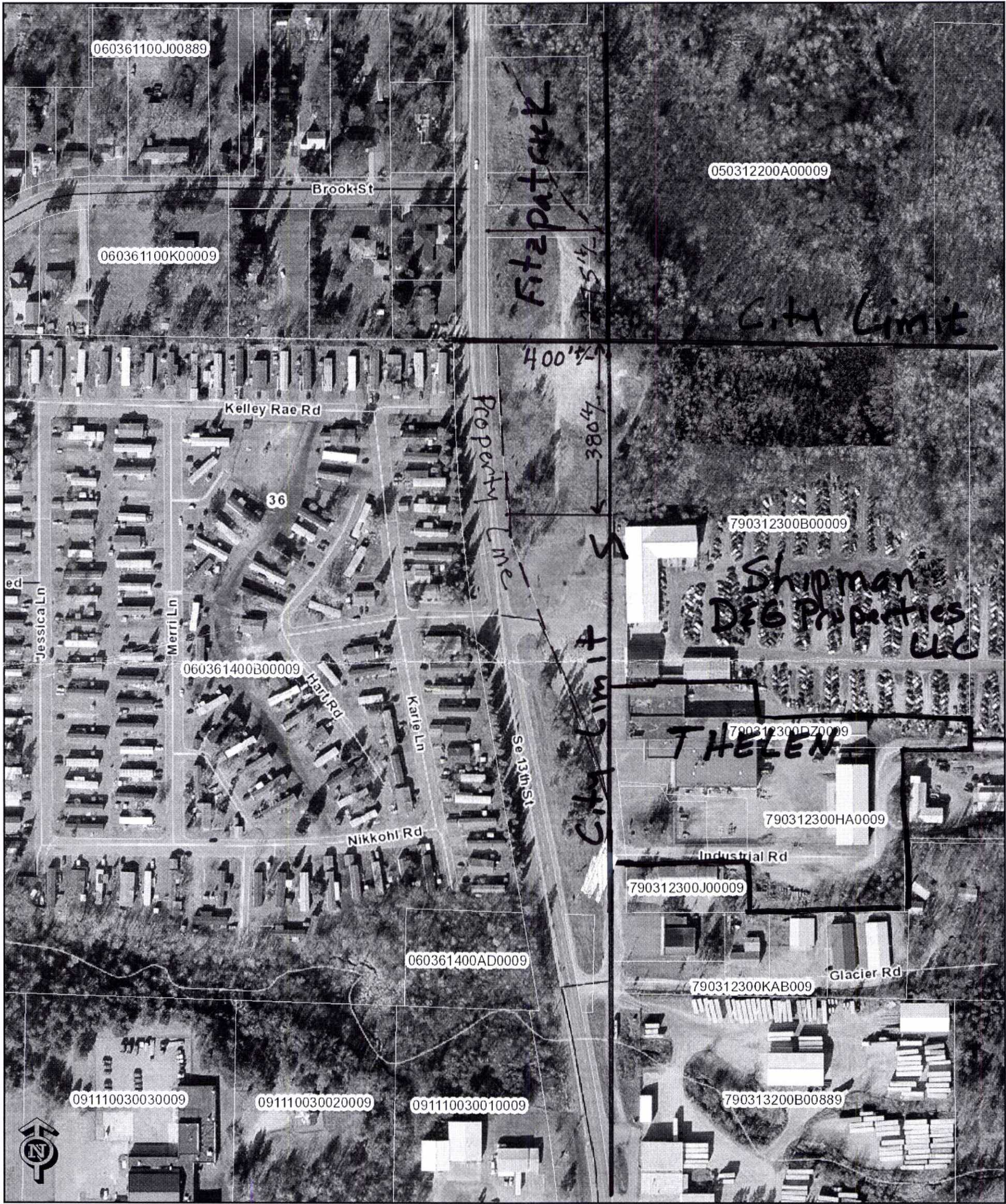
INDUSTRIAL RD

GLACIER RD

WRIGHT ST

COUNTY HWY 45





These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

Date: 5/1/2013 Time: 9:27:36 AM

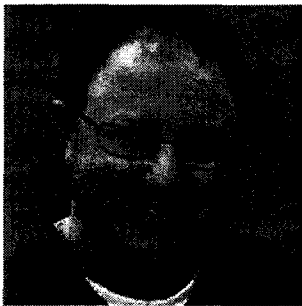


CROW WING COUNTY

The Top 20 Biggest Placemaking Mistakes



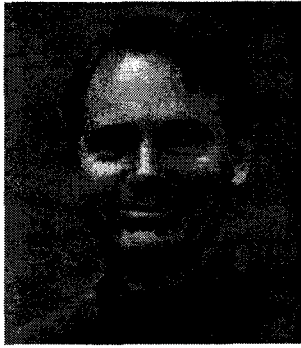
Eliza Harris is an urban planner for Canin Associates based in Orlando, Fla.



Chad Emerson is director of development for the city of Montgomery, Ala.



Amanda Thompson is planning director for the city of Decatur, Ga.



Nathan Norris is CEO of the Downtown Development Authority of Lafayette, La.

The Top 20 Biggest Placemaking Mistakes By Randy Rodgers
Publisher & Executive Editor | 0 comments

A group of urban planners literally sang and danced their way through a presentation that identified the 20 biggest placemaking mistakes and the top 10 tools for making places great.

No, we are not kidding.

Among the presenters at the 12th Annual New Partners for Smart Growth Conference was Amanda Thompson, planning director for the city of Decatur, Ga., who also happens to be an accomplished interpretive dancer; and Eliza Harris, an urban planner for Canin Associates based in Orlando, Fla., who once sang in a Broadway musical.

Chad Emerson, director of development for the city of Montgomery, Ala., who identified himself as “a recovering attorney,” is apparently an aspiring comedian.

Ok, now we're kidding.

The three multi-talented planners shared their expertise in a lively presentation at the smart-growth conference held recently in Kansas City, Mo.

Harris sang parts of her presentation; Thompson played a video in which she and others performed dance sequences to represent sustainable design principles, as she narrated; and Emerson engaged attendees with his wit and wisdom.

Ok, maybe just his wisdom.

Harris used the titles of popular songs as headings on her PowerPoint slides, and performed an a cappella rendition of James Taylor’s “Traffic Jam” to make a point about reducing urban congestion.

Moderator Nathan Norris, CEO of the Downtown Development Authority of Lafayette, La., compiled the team's top 20 placemaking mistakes and top 10 best tools. And, without further ado, here they are:

Top 20 Placemaking Mistakes to Avoid

1. Judging development on the quantity of budget/unit count rather than on quality or ROI (return on infrastructure investment).

2. Failing to provide context & path; i.e., the three steps of placemaking.

3. Refusing to do the heavy lifting that is required in order to create a meaningful vision; i.e., providing multiple scenarios and impact analysis (economic/tax, environmental, health, visual and/or freedom/access).

"You can't have a meaningful vision if all you do is say, 'Here's our plan, public, what do you think?'" Norris said. "It doesn't matter if you have 75 different meetings if all you're giving them is one choice."

4. Refusing to identify a model to emulate.

"It's incredibly arrogant to think you can't learn from others," he said.

5. Accepting one-size-fits-all rules that prevent the application of different rules for different character zones.

"Building regulations that are flexible and tailored, like form-based code, zoning overlays or context-sensitive design guidelines can allow the dance to occur between market demands and community vision," Thompson said. "They preserve the things we love in our communities and create space for the change that we desire. The beauty of tailored code is that it does not discriminate against a variety of uses or building types. We all like to live in different types of places, from rural to urban. A good code recognizes this and encourages a variety of places and appropriate transitions between them," she said.

6. Failing to regulate land use in conjunction with thoroughfares and public frontage.

7. Prioritizing the long trip over the short trip.

When you make pedestrians "walk half a mile to get to a legal crossing," Harris said, it favors drivers over walkers or bikers and creates places people want to avoid rather than places that embrace them.

8. Undervaluing thoroughfare connectivity.

“Connectivity is not just about connecting streets, it’s also about operations, crosswalks and all those things without which you have to get in your car and cross a six-lane highway to get to Starbucks,” Harris said.

9. Refusing to accept responsibility for your built environment (instead of blaming previous generations).

10. Failing to act like a developer; i.e. your city is a developer whether it likes it or not.

11. Aspiring to master plans as opposed to comprehensive business plans.

“That’s what’s driving the political process, so you might as well not hide from it,” Norris said. “You need the business community behind it if it’s going to happen.”

12. Failing to have an effective organizational structure for placemaking such as a Development & Design Center that acts as a concierge for good development.

13. Thinking that you do not have enough money for good placemaking.

14. Failing to embrace incremental urbanism.

15. Failing to document and teach the vision to citizens and youth.

“We’re big believers in attracting the creative class,” Emerson said of the upwardly mobile 18- to 35-year-old set. “It’s really important to get them engaged. They’re more prone to be interested in becoming early adopters in the urban scene.”

16. Failing to prepare for the Great Migration; i.e., return of downtown living.

17. Trying to fix everything at one time instead of focusing on the low-hanging fruit.

18. Engaging too many of your resources into planning as opposed to implementation.

“Municipalities mistake placemaking for place planning and place design,” Emerson said. “The planning and design are critical parts, but placemaking is a creative process that doesn’t stop when the plan gets adopted by the city council. ... If we stop there, we’re only half way done. ... We need to grow the implementation funding pot, and we need more people who are focused on that.”

19. Focusing too much on the development of leaders as opposed to followers who are necessary to get things done.

20. Over-zoning commercial retail uses.

21. (Bonus) Failing to leverage art as an economic development tool.

“We, as cities, have failed to unlock the economic potential of public space and public art in downtown centers,” Emerson said. “We’ve absolutely failed to realize that this is not just something for the parks and recreation department.”

Emerson said economic development departments should care about creating quality downtown parks and cultural centers because those amenities “actually increase surrounding real estate values. And, when you increase the value of the surroundings, it increases your sales tax revenue, it increases your property tax receipts, it increases the number of tourists that come there, which increases your lodging taxes.... It increases not just the cultural value, but the economic value of your downtown,” he said.

Top 10 Placemaking Tools

1. Kitchen Cabinet: great places start with great people.
2. Advocacy Toolkit: presentations, field trips, speaker series, etc.
3. Infrastructure Investment Zones & ROI Analysis.
4. Economic, visual, health and environmental impact analysis.
5. Market Study.
6. Form-Based/Transect-Based Code.
7. Context Appropriate Thoroughfare Design Manual.
8. Public Works Manual.
9. Parking Management Plan.
10. Development & Design Office.

Why aren't younger Americans driving anymore?

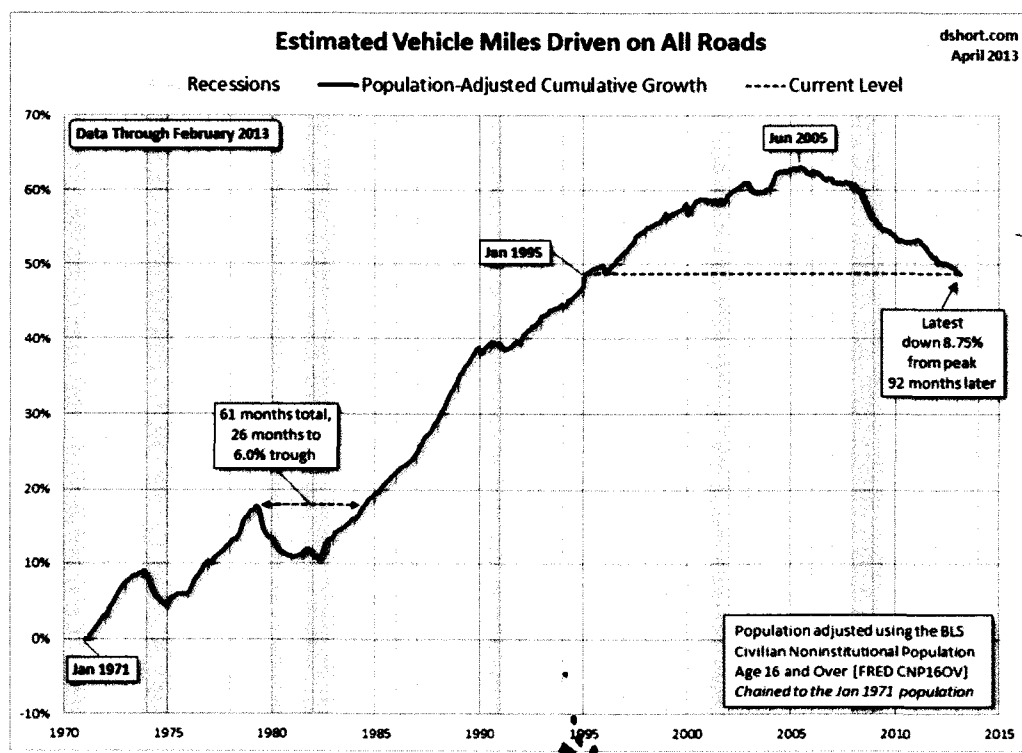
Posted by **Brad Plumer** on April 22, 2013 at 11:02 am

95

Comments
More

Ever since the recession hit in late 2007, Americans have been driving less and less. Was that because of the horrible economy? To some extent, perhaps. But it's striking that Americans are *still* cutting back on driving even though the economy is growing again.

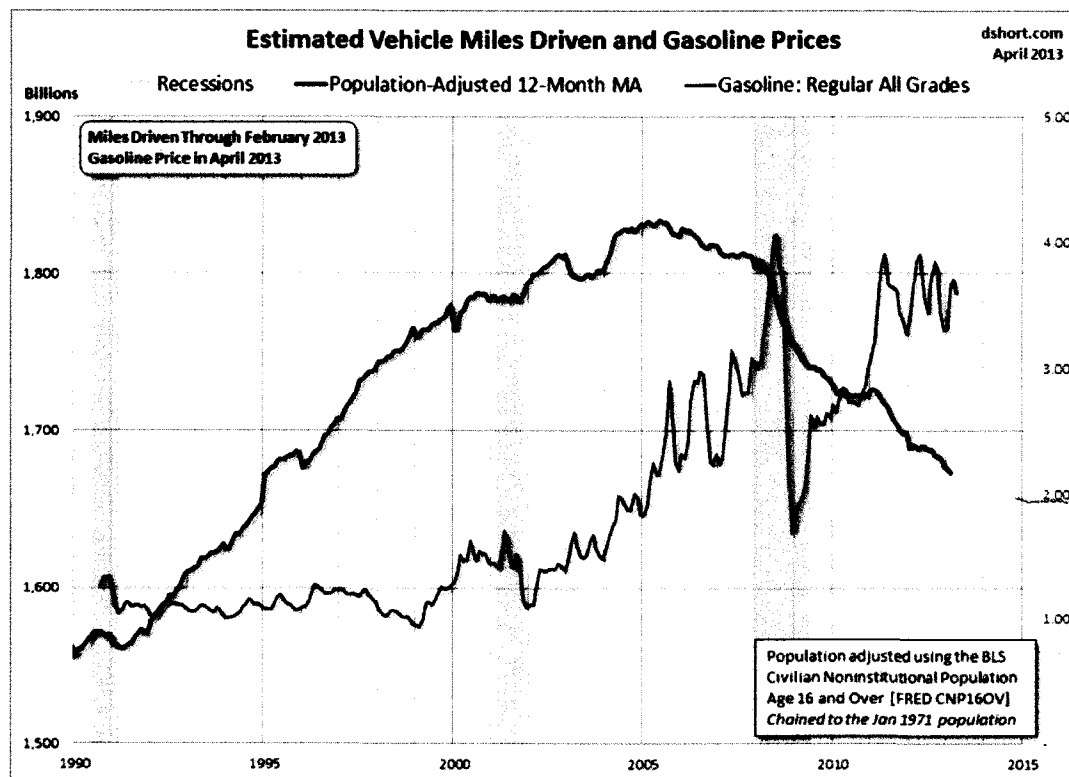
Doug Short, who charts financial data, has put together a nice graph that uses the latest Transportation Department data on vehicle-miles driven and adjusts for population growth. Looked at this way, the plunge in driving is even more startling and began back in June 2005:



A bit of historical perspective is useful. This isn't the first time Americans have pared back their driving habits — after the OPEC oil shock in the late 1970s, miles driven fell about 6 percent from the peak, though they started climbing again by the end of the recession in 1982.

This time, however, the drop has been much more severe. Since June 2005, vehicle miles driven have fallen 8.75 percent. The decline has persisted for 92 months and there's no sign it's abating.

What's happening? High gasoline prices are one obvious factor. The price at the pump has been lurching upward since 2005 and appears to be forcing people off the road:



But that's probably not the whole story. The correlation isn't perfect, for one. And vehicle miles driven have continued to drop since 2011, even though retail gas prices have remained relatively stable (though still at a historically high level).

The aging of the Baby Boom generation is a second big factor here. Americans over the age of 55 tend to drive less, so the fact that the United States is aging overall makes a difference.

But another huge part of the story is that young Americans are driving much, much less. **Between 2001 and 2009, the average yearly number of miles driven by 16- to 34-year-olds dropped a staggering 23 percent.**

The Frontier Group has the most comprehensive look yet of why younger Americans are opting out of driving. Public transportation use is up 40 percent per capita in this age group

since 2001. Bicycling is up 24 percent overall in that time period. And this is true even for young Americans who are financially well off. Here are five big hypotheses:

–**The cost of driving has gone up.** In some ways, it's become more expensive to drive a car over the years. Rising gas prices are the most visible factor, but there are others. As I noted last week, there's evidence that high student debt is hampering some younger borrowers from buying cars. And auto-insurance rates have soared in recent years, driven by a boom in commodity prices (which make repairs more expensive) and higher health care costs.*

–**The recession.** This is a big one. If fewer people have jobs, fewer people will commute. That said, unemployment can't explain the entire drop. The Frontier Group notes that driving is down "even among young people who are employed and/or are doing well financially."

–**It's harder to get a license.** From 1996 to 2006, every state enacted graduated driving laws that make it more cumbersome for young people to get licenses. "Young people must now take more behind-the-wheel training (which is more expensive), fulfill additional requirements for permits, and once they are allowed to drive, they are often restricted to driving in the daytime without passengers." The number of younger Americans without a driver's license has risen from 21 percent to 26 percent since 2001.

–**More younger people are living in transit-oriented areas.** Younger Americans appear to be more likely to live in denser, transit-oriented neighborhoods. Brooklyn, say. Surveys suggest that young people "prefer to live places where they can easily walk, bike, and take public transportation."

Ecological concerns play a small role too, judging from survey data: "Some young people purposely reduce their driving in an effort to curb their environmental impact."

–**Technology is making it easier to go car-free.** For one, there's Facebook: "Communications technology, which provides young people with new social networking and recreational possibilities, has become a substitute for some car trips."

But technology can also bolster the appeal of mass transit: "Websites and smart phone apps that provide real-time transit data make public transportation easier to use, particularly for infrequent users."

Will the U.S. decline in driving last? Much depends on whether oil and gas prices stay high— this is where discussions of "peak oil" become relevant — and on how quickly the U.S.

economy rebounds. But if there has been a genuine cultural shift among younger Americans, then driving may not rebound to the extent it did during the 1990s.

* **Update:** I added a bit on rising auto-insurance rates, which continued to climb 10 percent between 2008 and 2010 even though driving was down. Thanks to commenter visionbrkrwasbannedto for pointing out this part of the story.

* **Second update:** Also note that the decline in driving isn't unique to the United States. Several other wealthier Western countries have seen a decline in driving rates, though often for slightly different reasons. Here's a great collection of papers on the broader global trends. And yes, fast-growing countries like China and India are offsetting the decline by increasing their driving.

Conspiracy Theorists Fear Loss of Control

Open, Honest Dialogue Helps Facilitate Civil Discourse

By Julianne Couch

According to the United Nations, sustainable development is a “mode of human development in which resource use aims to meet human needs while preserving the environment so that these needs can be met not only in the present, but also for generations to come.”

Yet according to conservative talk show host and commentator Glenn Beck, “sustainable development means centralized control over all of human life on planet earth.”

Most observers would characterize the differences between these points of view as major. Indeed, Beck, via his television program on Fox News, now available on YouTube, claims that individuals, industry, business groups, governments and non-governmental agencies are part of a “massive movement” whose real motives are masked.

As Beck asserts, some of these entities may have a “pure heart,” but most do not. “They have to trick you into more governmental control. It is time to ring the bell, and protect your own community.”

The bell has been rung, and now some individuals and groups around the country are coalescing around the idea that the government of the United States is in danger of being overtaken by the United Nations. For example, the 9/12 Project is a nationwide group founded on a theory proposed by Beck that imagines the U.S. the way it was on the day after the Sept. 11, 2001 terrorists attacks. Among a variety of causes, these organizations fight against United Nations Agenda 21, a non-binding, voluntarily implemented action plan of the United Nations drafted for a 1992 conference on the environment and development. It has been affirmed and modified at subsequent U.N. conferences and demonized by Beck and groups motivated by his thesis.

Various groups with ideas similar to the 9/12 Project have a presence online and often their members attend city council meetings or other public sessions to exercise their right of free speech. Because opposition exists to the sort of projects that take place under the umbrella of sustainable development, dealing with these groups and their concerns seems inevitable for today's sustainability professionals.

That is why Laurel Sukup, sustainability assistance coordinator with the Wisconsin Division of Natural Resources, has given a great deal of thought to interacting with individuals who argue against what she is doing, in ways that invite civil discourse.

Sukup manages and directs the Wisconsin Legacy Communities program. She said her program "supports municipalities to move toward sustainability goals, further and faster than if they were working alone." However, this is the sort of thing that opposition groups resist.

"I have had a number of instances where I've encountered folks that have been alarmed by municipalities' participation in my program, which they feel is directly tied to U.N. Agenda 21," Sukup said.

Ironically, Sukup speculates that many of those who feel upset when they hear words like "sustainability and smart planning" actually do support clean air, clean water, and governments that do not waste taxpayer dollars on energy inefficiency. But she has heard from individuals who identify as being motivated by concerns over Agenda 21.

"They don't want the government to take action; they don't want public/private partnerships. They feel it is a slippery slope because they are losing sovereign rights and autonomy. They argue this will lead to a relinquishing of power from the United States to the United Nations."

Sukup uses the example of a super pool cover, a product that reduces the cost of heating a pool by 40 percent. While members of 9/12-type groups who are citizens of a municipality considering such a product might favor its purchase, they want the impulse to be a monetary decision, not one driven by sustainability.

For such a project, municipal and sustainability professionals might argue that it is important because it saves money, reduces long-term maintenance costs, is good for the environment, and has positive effects on citizens.

Sukup has had opportunities to consider useful communication approaches at various public meetings. "A man who testified at a council meeting mentioned that he was caring for his terminally ill wife, but he left her bedside because he felt this was an important topic, to discourage municipalities from participating in programs," she recounted. "He felt that by taking on these sustainability actions, the city was undermining its ability to govern and turning over those abilities to the U.N."

"This is incredibly real to them," she said.

Sukup has become interested in research that studies how people take in information when they are in an acute emotional state. She understands that if people have an emotional reaction to something, they cannot be persuaded by logic. So, how can a municipality or a sustainability professional reach these individuals and promote discussion?

"A municipality might lay out facts of a program, but depending on the level of concern by the people who are against it, they will need to determine the best way to message and dialog with them," Sukup suggested. "We need to also learn more about the emotional side of the brain and how to dialog in high stress situations. It starts with listening, allowing people to talk through their fears."

She understands people who believe that Agenda 21 would take the United States down the road to ruin are in a different category from those who are unhappy about a malfunctioning streetlight, for example.

"Make sure facts and goals are crystal clear," Sukup advised. "Make sure that you are really actively listening and understanding their point of view. With any dialog there will be things that are true, and yet they are interpreted in a way that was never intended. Make sure you listen to what they are saying, and make sure they know that you are. Then try to establish true, two-way communication. It doesn't happen readily, it takes dialoging and patience. For municipalities and

public servants, that is just part of the job. We need to be really, really good at it in those situations.”

The need to be good at interacting with the public is important for any municipal professional, of course, but Sukup believes the movement of people who hold ideas she finds difficult to understand is not going away.

“This movement has not peaked. It is on an upward trajectory,” she said. She finds that to be true whether working on her projects in Wisconsin, or in her role as board member with the International Society of Sustainability Professionals. She has heard from her colleagues in that group that there are people who believe “sustainability masks a sinister agenda” all over the country, and beyond.

Sukup noted that groups of this sort consider themselves constitutionalists. “It stems from the fact that they also believe that the states do not have to follow federal laws. There are many issues these groups take up, and their uncomfortableness with sustainability is tied to the idea of the government telling them what they can and cannot do,” she said.

“My perspective is that there is no doubt in my mind, when they are at these commission meetings, testifying in front of councils, that they are truly scared. That is why they are making impassioned pleas that the councils will wake up and see what they are doing to the community.”

Sukup has confidence that sustainability is a healthy model for individuals and governments to use for making decisions. “Sustainability professionals are fortunate to be able to evaluate our work through the sustainability lens and make sure the project is economical, good for the environment and good for the community. That’s how we live our lives and how we want to see decisions made,” she said.

MAY IS BICYCLE MONTH IN BRAINERD

May 8th

National Bike to School Day. Check out the Walk/Bike to School Day website for tips for this event. www.walkbiketoschool.org/



May 11th – 10:00 a.m. to Noon

Free Bicycle Safety Clinic Brainerd High School lower parking lot. Sponsored by Essentia Health, Brainerd and Baxter Police Departments and Brainerd Parks and Recreation.

Tuesday Evening Rides - Men's Ride @ 6 pm & Women's Only Ride @ 6:30 pm

Every Tuesday at Lakewood Church in Baxter. Ride at any pace. On the 3rd week of month the men do an away ride, this is posted at Easy Riders Ride Info board in Brainerd.

Wednesday Evening Rides with the Paul Bunyan Cyclists--6:00 p.m.

Five opportunities to ride with our local bicycling club during May and throughout the summer. Check out their website for ride meet sites. www.paulbunyancyclists.com/club-rides.html



May 13-17th



Bike to Work Week is May 13-17 and Bike to Work Day is Friday, May 17. Check the PB Cyclists website for suggested route information.

To help support bicycling in our community, Coco Moon will offer a free cup of coffee to anyone bicycling to work Friday May 17th from 6:30-10 am. Stop by for a cup of wake up!

Commuters are asked to complete a survey describing your experience at: www.surveymonkey.com/s/WBCYHHM.

Rules of the Road

(For more information see: sharetheroadmn.org)

1. Ride in the same direction as traffic and obey the same laws as motorists, using the rightmost lane that heads in the direction that you are traveling.
2. Always look back and use hand and arm signals to indicate your intentions
3. Be Visible -Wear brightly colored clothing with reflective tape at all times.
4. At night, use a white front light and red rear light or reflector.
5. Be Predictable – Ride in a straight line and don't swerve between parked cars.
6. Make eye contact with motorists to let them know you are there.
7. Do not ride on the sidewalk.
8. Be aware of traffic around your and be prepared to take evasive action.
9. Always wear a properly fitted helmet.



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April 23, 2013

D&G Properties
1711 13th St SE
Brainerd, MN 56401

Dear D&G Properties:

At its April 10, 2013 meeting, the City of Brainerd Planning Commission conducted a public hearing to consider rezoning the large triangular parcel you own adjacent to 13th St SE from an R-1 (Single Family Residential) District zone to an I-1 (Light Industrial District) District zone (see enclosed map). You should have received a notice about the hearing. In 2011 when the City of Brainerd adopted a new Zoning Map the parcel was inadvertently placed in a residential zoning district. The Planning Commission is correcting the map and is proposing the I-1 zone for the property.

The hearing notice you received listed all the uses allowed in an I-1 District. An automobile salvage yard is a use that is not listed meaning should you someday desire to use any part of the triangle property for the automobile salvage business, the I-1 District zone would not permit that to occur. Just in case you were not aware of the I-1 ramifications, the Planning Commission is providing you with an opportunity at its May 8, 2013 meeting to state your position about the I-1 District. Should it not hear from you or you do not attend the meeting then it will be understood to mean that you are not concerned about the proposed I-1 zoning. Please contact me if you have any questions about the proposed zoning or the process to rezone the property.

Cordially,

Mark Ostgarden AICP
City Planner

Enclosure

CC: Planning Commission
Mayor and City Council
City Administrator, Theresa Goble