



Approved: February 13, 2017

**CITY OF ARDEN HILLS, MINNESOTA
CITY COUNCIL WORK SESSION
JANUARY 17, 2017
5:00 P.M. - ARDEN HILLS CITY COUNCIL CHAMBERS**

CALL TO ORDER/ROLL CALL

Pursuant to due call and notice thereof, Mayor Grant called to order the City Council Work Session at 5:02 p.m.

Present: Mayor David Grant, Councilmembers Brenda Holden, Fran Holmes, Dave McClung (arrived at 5:15 p.m.) and Steve Scott

Absent: None

Also present: Interim Public Works Director/City Engineer Andy Brotzler, Interim Assistant Public Works Director/City Engineer Sue Polka, Senior Planner Matthew Bachler, Interim City Planner Eric Zweber, Deputy City Clerk Jolene Trauba, Nicholas Roberts, Roberts Management and Benjamin Lieser, Roberts Management

1. AGENDA ITEMS

A. Public Works Update

- **School Signs, Water Main, Sewer & Future Reconstruction Projects**
- **2017 Trail Improvement Projects**
- **County Road E/Snelling Avenue Bridge Lighting**
- **Old Snelling Trail Project**

Interim Assistant Public Works Director/City Engineer Polka provided the Council with updates on various public works items. She discussed the County Road E2 speed limit sign, water main improvements, the sewer lining rehabilitation project, and future street rehabilitation projects. She commented on the County Road E2 sign and recommended the Council consider upgrading the sign and posting signs with the times the 30 mile an hour speed limit was in force.

Councilmember Scott supported the Council proceeding with Option #2.

Interim Assistant Public Works Director/City Engineer Polka described how this sign could be programmed with the school calendar and times. She commented further on the benefits of having the sign flashing at only certain times versus constantly.

Mayor Grant recommended Option #2 be pursued as well as this was a matter of public safety.

Councilmember Holmes agreed.

Councilmember Holden supported spending \$16,000 in another manner.

Mayor Grant believed the community would appreciate the Council taking action to increase safety near the school.

Councilmember Holden asked if the City could repurpose the existing sign.

Interim Assistant Public Works Director/City Engineer Polka stated the sign could be relocated within the City.

Councilmember Holden suggested the sign be placed near Perry Park to increase safety for the children trying to reach the park.

The Council directed staff to pursue quotes for the new sign according to Option #2.

Interim Assistant Public Works Director/City Engineer Polka discussed the water main projects scheduled for 2017. She provided further comment on the project near Highway 10 and noted this project would benefit the TCAAP development.

Mayor Grant questioned how much of the roadway would have to be replaced for this project.

Interim Assistant Public Works Director/City Engineer Polka stated directional drilling could possibly be completed to reduce the impact on the roadway. She commented the County would allow the City to open cut the road and noted an entire overlay would not be required. She recommended the trail paving and watermain be completed at the same time.

Councilmember Holden asked if the City had funds set aside for both of these projects.

Interim Assistant Public Works Director/City Engineer Polka reported this was the case. She then reviewed with the Council the sewer lining projects planned for the coming year.

Mayor Grant requested staff provide the Council with additional information to ensure the worst sewer lines were being proposed for relining.

Councilmember Holden agreed with this recommendation.

Interim Assistant Public Works Director/City Engineer Polka discussed the street reconstruction projects identified within the CIP. She noted the only project identified within the CIP was Old Snelling from Highway 51 to County Road E and this work would be completed in 2019. She commented on the streets slated for work in 2018 which included Parkshore Drive, Brueberry Lane, Wedgewood Circle and the Floral Drive area.

Councilmember McClung recommended the Floral Drive neighborhood be reconstructed in 2017. He understood this neighborhood was encouraging the City to fix their streets.

Interim Public Works Director/City Engineer Brotzler stated because this was a small service area and the residents were supportive, he could begin the feasibility report process and begin drafting plans.

Councilmember Holden believed the City should be giving these residents a little bit of time to take in the project and to prepare for the assessment.

Councilmember McClung agreed with this recommendation and for this reason, he recommended the project remain in 2018.

Interim Assistant Public Works Director/City Engineer Polka reviewed three trail projects that were proposed to be completed in the Capital Improvement Plan for 2017:

- Highway 96 between existing walk east of Highway 10 and Hamline Avenue N
- County Road E2 between Cleveland Avenue SW and New Brighton Road
- County Road F W between Hamline Avenue N and the existing trail (approx. 400 feet)

Interim Assistant Public Works Director/City Engineer Polka requested feedback from the Council on the proposed trail segments.

Councilmember Holden questioned the expense of each trail segment.

Interim Assistant Public Works Director/City Engineer Polka stated the rough estimates are slightly higher than the amounts slated within the CIP.

Councilmember Holden supported a trail being completed near Valentine Lake Road to Bethel Drive instead of the Highway 96 trail.

Councilmember McClung stated in terms of priorities, until building are completed on TCAAP, he believed a trail along Highway 96 could wait. He understood residents were interested in connecting the Bethel Trail to the Safe Routes to School on E2 to Valentine Park.

Mayor Grant agreed there was not a pressing need to complete the Highway 96 trail at this time.

Interim Assistant Public Works Director/City Engineer Polka commented on the lighting over the County Road E Bridge. She explained two decorative light fixtures currently provide light to the County Road E bridge over Snelling Avenue. It was noted the existing lights do not provide the recommended foot-candle levels for a concrete sidewalk in a commercial area (0.9 fc). The City Council directed staff to investigate new lighting options.

Interim Assistant Public Works Director/City Engineer Polka stated WSB & Associates considered three different scenarios for lighting the bridge: no lights, existing lanterns, and LED shoebox lights. They found that replacing the existing lanterns with the LED shoebox lights would provide adequate lighting in accordance with standards for sidewalks in commercial areas.

Forest Lake Contracting provided a product overview of an LED shoebox light and an estimated cost for removing and salvaging the existing lanterns and installing the new LED lights. It was estimated the total cost would be \$6,999. Staff has worked with Forest Lake Contracting in the past and found their work to be acceptable and recommend accepting their proposal.

Councilmember Scott questioned why the trail along this bridge was placed on the south side.

Mayor Grant reported this decision was made by MnDOT. He requested staff make sure the new lights would flood the bridge with light for crossing pedestrians and vehicles.

Interim Assistant Public Works Director/City Engineer Polka indicated she would review the photometric plans further and would report back to the Council at a future meeting.

Interim Assistant Public Works Director/City Engineer Polka discussed the Old Snelling trail with the Council. She explained the City has an agreement with Bethel University to construct the Old Snelling Trail from Bethel Drive to County Road E and County Road E from Old Snelling Avenue to Freeway Park by the end of 2018. On September 26, 2016, the City Council awarded a contract to Elfering & Associates for the preliminary trail design. Elfering has completed a survey, wetland delineations, preliminary design and a feasibility report for the Old Snelling Trail. She discussed the neighborhood meeting and the feedback received at this meeting. The preliminary costs for the project were reviewed. Staff provided further comment on this project and asked for questions or comments from the Council.

Councilmember Holden asked if the trail along County Road E would be adjacent to the curb.

Interim Assistant Public Works Director/City Engineer Polka stated there would be a five-foot shoulder between the road and the trail, with another two feet between the trail and the curb to allow for proper stormwater drainage. She explained no additional right-of-way would be necessary for the trail.

Mayor Grant questioned what the implications were of putting the trail section adjacent to the curb.

Interim Assistant Public Works Director/City Engineer Polka explained the stormwater mitigation would have to be properly managed along with snow removal. Further discussion ensued regarding trail maintenance.

Councilmember Holden understood the City did not have a sidewalk snow removal policy. She asked if the City would be plowing this trail/sidewalk.

Interim Assistant Public Works Director/City Engineer Polka stated the City did not have a dry sidewalk policy. She noted however, the City did have priorities that were established for its trails.

Councilmember Holden requested trail be pushed closer to the curb along County Road E.

Mayor Grant agreed with this recommendation. He asked if anything within the feasibility report had changed since the neighborhood meeting.

Interim Assistant Public Works Director/City Engineer Polka reported the feasibility report has not changed.

B. Lexington Station Master PUD Amendment and Phase 2 Final PUD

Senior Planner Bachler explained in 2013, the City approved a Master PUD for the Lexington Station redevelopment project at the southwest corner of Lexington Avenue and Red Fox Road. The total project area is 7.57 acres in size and is comprised of three separate parcels (3833 and 3771 Lexington Avenue and 1120 Red Fox Road).

Senior Planner Bachler stated Roberts Management has requested a concept plan review for proposed modifications to the Master PUD based on changes in market demand and from lessons learned during Phase 1 of the development. For Phase 2, the existing building at 1120 Red Fox Road would be completely demolished and a new 16,922 square foot retail/office building would be constructed in its place. The building would be repositioned closer to the western property boundary, which would allow for construction of a greater number of parking stalls to serve the two buildings. A drive-up window has also been added on the south side of the building.

Senior Planner Bachler indicated for Phase 3, the footprint of the multi-tenant commercial building on Lexington Avenue has been reduced to 15,210 square feet. A drive-up window has also been added on the north side of the building and would be accessed by a drive lane along the east side of the building. The two retail/office buildings would be replaced by one 17,841 square foot retail building at the southwest corner of the site. The original proposal had included some underground parking for the two retail/office buildings and this would be replaced by additional surface parking.

Senior Planner Bachler reported Roberts Management anticipates submitting an application for the Master PUD Amendment and the Final PUD for Phase 2 in early 2017. Phase 2 would commence this year with the demolition of the existing building at 1120 Red Fox Road and expansion of the shared parking area for Phases 1 and 2. Construction on the Phase 2 building would likely take place during 2018. Phase 3 is expected to be completed between 2021 and 2023. Staff has not completed an evaluation of the modified plans based on the City's zoning requirements. A detailed analysis would be part of a formal application and review for a Master PUD Amendment and Phase 2 Final PUD. However, it does not appear the proposal would significantly change the approved Lexington Station concept plan. The overall density of development would decrease from 94,634 square feet to 65,313 square feet and the number of surface parking stalls would increase from 339 to 435. With the reduction in building space and the additional surface parking provided, staff believes that some of the parking constraints experienced with Phase 1 would be addressed.

Senior Planner Bachler stated the proposal to demolish the existing building at 1120 Red Fox Road instead of remodeling will allow the developer to have a more cohesive building design across the three phases. Roberts Management has provided conceptual elevation plans for the Phase 2 building. The building would have an architectural design closely matching the Phase 1

building and would be constructed primarily of masonry brick with prominent tower features at the north and south ends of the building.

Senior Planner Bachler explained the existing access driveway on Lexington Avenue would be maintained during Phase 2. The developer has provided a site plan showing internal traffic circulation with the completion of Phase 2. In conjunction with Phase 3, a new access driveway would be constructed in alignment with the Target service road. The approved Development Agreement for Lexington Station states that Ramsey County will condition approval of this new driveway on the installation of necessary traffic controls at the intersection, which may include a signal. The two access driveways on Red Fox Road would remain as well. Modifications may be required to these driveways to accommodate the Phase 2 development.

Nicholas Roberts, Roberts Management, thanked the Council for their time. He discussed the success of Phase I of Lexington Station and hoped Phase II would also enhance the community. He provided further comment on the Phase II plans and looked forward to hearing the Council's questions and comments.

Mayor Grant questioned how many bays Phase II would have.

Mr. Roberts indicated Phase II would have 10 to 12 bays.

Mayor Grant was pleased that all of the tenants would be able to be seen when traffic enters the property and believed this would assist in drawing visitors to the development.

Councilmember McClung agreed and stated his only concern with the development was the west elevation of the Phase II building. He believed this this elevation was too plain. He suggested the back side of the building be more broken up.

Councilmember Holden was happy to see the development had more parking. She expressed concern with the lack of greenspace within Phase II. She asked if Phase II would include any outdoor eateries.

Mr. Roberts anticipated the north side of the building could have an outdoor eating space.

Councilmember Holmes questioned if a drive-up window would be allowed.

Senior Planner Bachler stated flexibility may be needed through the PUD process in order to allow a drive-thru window for Phase II and Phase III.

Councilmember Holden recommended the applicant offer more handicap parking near the future anchor spots within the development.

Mayor Grant questioned what the future anchor tenants may be.

Mr. Roberts stated the anchor spaces would accommodate a small box retail store, such as Trader Joe's.

Mayor Grant summarized the consensus of the Council as being favorable for the Phase II plans of Lexington Station.

Mr. Roberts thanked the Council for their feedback.

C. Higher Education Moratorium Study Proposal

Interim City Planner Zweber stated on October 10, 2016, the City Council adopted Ordinance No. 2016-008 An Interim Ordinance Temporarily Prohibiting Land Use Applications and Reviews for Higher Education Uses in Residential, Business, Industrial and Other Zones (moratorium). The moratorium can last up to one year to prepare a study to determine the impacts and benefits from higher education land uses and provide recommendations for possible Zoning Code and/or Comprehensive Plan amendments regarding higher education uses. The City Council discussed at the December 19, 2016 Work Session that the study would involve the economic impact of higher education uses within the commercial and employment zones and would be led by the Planning Commission with the assistance of the Economic Development Commission.

Interim City Planner Zweber commented that based on the direction given by the City Council, WSB and Associates has prepared a proposal to conduct the planning and economic development study. The study is comprised of seven components:

- Background gathering and analysis of the existing Campus Master Plans for the University of Northwestern and Bethel University.
- Analysis of the Commercial and Employment Uses currently allowed in the various Commercial and Industrial Zones.
- Analysis of the Employment and Economic Activity that results from the allowed Commercial and Employment Uses.
- The regulation of Higher Education Uses within other communities.
- Analysis of existing parcels and buildings within the Commercial and Industrial zones.
- Preparation of a Final Report.
- Zoning Code and Comprehensive Plan Amendments based on the Report's recommendations.

Interim City Planner Zweber reported the primary contributors to the study will be Eric Zweber, Senior Planner, and Jim Gromberg, Economic Development Specialist. Eric Zweber has more than 15 years of planning and zoning experience at multiple communities and Jim Gromberg has more than 25 years of economic development experience, including most recently with the Minnesota Department of Employment and Economic Development (DEED).

Interim City Planner Zweber explained this scope of the study has a proposed total cost of \$30,000. The cost is broken out by individual costs within the proposal. The proposal also includes a schedule that would implement any Zoning Code or Comprehensive Plan amendments by September 2017, just before the moratorium would expire. Staff requests that the City Council review the proposal and recommend any revisions to the scope of the proposal that are desired. If the City Council is supportive of the scope of the proposal, then the proposal would be placed on the February 13 City Council meeting for formal approval. Please take note that the proposed schedule includes the Planning Commission beginning the study at their February 8 meeting.

Staff reviewed the proposed project timeline in further detail with the Council and requested feedback.

Councilmember Holden understood higher education was allowed in the B-1, B-2, B-3 and B-4 zoning districts.

Senior Planner Bachler stated higher education is a conditional use in the B-1, B-2, B-4 and Civic Center Districts, and allowed with a PUD in the R-1 District. He noted higher education was not allowed in the R-2, R-3, R-4, Neighborhood Business, B-3, Gateway Business, I-Flex, I-1 or I-2 zoning districts.

Councilmember Holden asked if the I-Flex area should be further reexamined by the Council prior to this study being completed.

Interim City Planner Zweber described how the study was set up, noting all uses would be investigated for the I-Flex zoning district and not just higher education.

Councilmember Holden questioned if the campus master plan and the availability of on campus space would be taken into consideration.

Interim City Planner Zweber reported this information would be taken into consideration and conversations would be held with the institutions.

Councilmember Holden questioned if the Council had the ability to extend the moratorium.

Interim City Planner Zweber stated the Council would have the option of extending the moratorium once for six months past October of 2017.

Councilmember Holmes asked if the study had to be considered by the Planning Commission every month. She believed some of the meetings or discussion topics could be compressed. It was her opinion the Council could review and have the matter approved prior to October 2017.

Mayor Grant supported the meeting topics for the Planning Commission being compressed as well.

Interim City Planner Zweber suggested a joint meeting be held with the Planning Commission to assist in conveying the intention of the study.

Mayor Grant stated perhaps too much of the project was being placed on the Planning Commission and some of the issues could be addressed by the City Council. He wanted to be sure there was a mechanism for Council feedback as the study progressed.

Councilmember Holmes agreed.

There was Council consensus for the WSB to proceed with the project.

Councilmember Scott stated last week was his first Council meeting. He questioned what constituted a quorum.

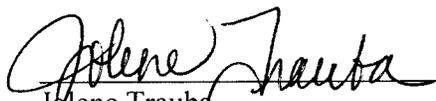
Mayor Grant reported a quorum was three Councilmembers.

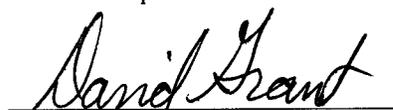
Councilmember McClung questioned when the next Council worksession would be held.

Mayor Grant indicated the meeting would be held on Monday, January 30th at 5:00 p.m.

ADJOURN

Mayor Grant adjourned the City Council Work Session at 7:02 p.m.


Jolene Trauba
Deputy City Clerk


David Grant
Mayor