



MEMORANDUM

DATE: April 17, 2023

TO: Honorable Mayor and City Councilmembers
Dave Perrault, City Administrator

FROM: Jessica Jagoe, Community Development Director

SUBJECT: Ordinance Review for Home Improvement Discussion

Budgeted Amount:	Actual Amount:	Funding Source:
N/A	N/A	N/A

Council Should Consider

Council should discuss and provide direction on the review of existing ordinances.

Background

At the February 21st Work Session meeting, the City Council held a preliminary discussion on if, or how, City ordinances may be restrictive to residents wanting to remodel or add-on to their home. It was noted that in most remodel/additions, the main hinderance would be setback requirements when adding-on as interior projects do not generally conflict with City Code. In some cases, residents may also be running into issues as they relate to the State Building Code, and be confusing these with City Ordinances. As corner lots were also mentioned, the most common question for staff pertains to front yard setbacks. The zoning code previously allowed one of the road frontages on a corner lot to be a side yard thereby reducing the setback to 20 feet. Today, the city code requires that corner lots be subject to the minimum front yard setback of 40 feet on both road frontages. At that meeting, city staff was directed to survey neighboring cities to compare Arden Hills’ residential setback requirements. The results of that survey are included with this memo as Attachment A. Council may note that Arden Hills does generally have more restrictive setbacks when compared to immediately adjacent cities.

Additionally, city staff was asked to assemble a list of previously identified code amendments to allow for further Council discussion to occur on the prioritization of amendment reviews. Within this list, some of the amendments were tasked to proceed directly to the Planning Commission for the first review. While others will need to be brought back to the City Council

for further discussion and direction at a future work session. Now that a Senior Planner is on board, Staff believes it will be able to start to tackle these updates, but it would be helpful to know in what order Council would like these addressed. Staff estimates the second grouping of amendments could take three to six months each to process based on the degree of changes to be developed and reviewed. Below is the list of ordinance amendments for discussion:

Planning Commission

- Fences (i.e. Temporary and Permanent, Definitions and Standards)
- Zoning Amendments for consistency with 2040 Comprehensive Plan

City Council Work Session

- Infill Development (i.e. Land Disturbance and Fill, Height of Buildings, Tree Clearing, Sight Lines, Character of Neighborhood)
- Rental Properties (i.e. Rental Registration/Licensing, Rental Cap, Short Term Rentals)
- Signage
 - Council has indicated this could be a task for the Economic Development Commission.
- Corner Lot Setbacks
- Accessory Structures (i.e. residential maximum size allowed)
- EV Charging Stations

Staff is mentioning as part of this discussion that the last review and adoption of Chapter 13, Zoning Code in its entirety occurred in 1993. Since then there have been a number of amendments and in some instances that has resulted in inconsistencies or a cumbersome format of where information is found within the code. As the Council discusses the above amendments this might be an opportune time to consider utilization of consulting services to facilitate a complete update of the zoning code as well as the subdivision ordinance. A consultant would assist in the development of the general text, format updates, illustrations, and recommended amendments. The scope of services would include public outreach, drafting of document, public hearings, and up to final codification. Staff anticipates that a project timeline from RFP to adoption would be approximately 18 months. The City has not budgeted or identified this project as part of the CIP. The Council could direct staff to bring this project back for discussion as part of the upcoming 2024 Budget and CIP discussions.

Discussion

Staff is looking for direction for the City Council on prioritization of ordinance amendments.

Budget Impact

N/A

Attachments

Attachment A – Setback Research Tables