

City of Farmington
430 Third Street
Farmington, MN 55024

*A Proud Past - A Promising
Future
Committed to Providing High
Quality, Timely and Responsive
Service to All of Our Customers*

**AGENDA
PLANNING COMMISSION**

June 13, 2017

7:00 PM

City Hall Council Chambers

1. CALL TO ORDER

2. APPROVAL OF MINUTES

- (a) Approve Planning Commission Minutes

3. PUBLIC HEARINGS

- (a) Conditional Use Permit Application to allow an Auto Sales Use within the B-1 Zoning District
- (b) Conditional Use Permit Application to allow an Auto Repair, Major Use within the B-3 Zoning District
- (c) Comprehensive Plan Amendments and Rezoning for a Portion of the Property Commonly Known as the Sayers Property

4. DISCUSSION

- (a) 2040 Comprehensive Plan Update

5. ADJOURN



City of Farmington

430 Third Street
Farmington, Minnesota
651.280.6800 - Fax 651.280.6899
www.ci.farmington.mn.us

TO: Planning Commission
FROM: Tony Wippler, Planning Manager
SUBJECT: Approve Planning Commission Minutes
DATE: June 13, 2017

INTRODUCTION

Attached, are the minutes from the May 9, 2017 regular meeting.

DISCUSSION

NA

ACTION REQUESTED

Approve the minutes from the May 9, 2017 regular meeting.

ATTACHMENTS:

Type	Description
▣ Backup Material	May 9, 2017 Regular Planning Commission Minutes

**Planning Commission
Minutes
Regular Meeting
May 9, 2017**

1. Call to Order

Chair Rotty called the meeting to order at 7:00 p.m.
Members Present: Rotty, Bjorge, Franceschelli, Rich
Members Absent: Kuyper
Also Present: Tony Wippler, Planning Manager

2. Approval of Minutes

- a. **MOTON** by Rich second by Franceschelli to approve the minutes of April 11, 2017.
APIF, MOTION CARRIED.

3. Discussion

a) Laura Hanks Home Occupation Permit – 400 Main Street

Ms. Laura Hanks currently has a home occupation permit and would like to expand her business at 400 Main Street. She has a conditional use permit that was approved in 2015 for a home occupation in order to conduct a one-room nail service business within her residence. Ms. Hanks would like to expand her business into a full service day spa including services for hair, nails, massages, facials, waxes, etc. She has provided staff with a business proposal that outlines what she wants to accomplish along with floor plans. The plans show the business would occupy the majority of the main floor and second story of the residence. The main floor would consist of a reception area, waiting room, retail area, nail room, hair room, pedicure room, bathroom, closet and kitchen. The second story would consist of four spa rooms and a bathroom. The livable space for her family would include the upper attic area and the basement. Home occupations are approved as a conditional use and are allowed as an accessory use under residential property. Accessory use is defined by city code as any use customarily incidental and subordinate to the principal structure or use located on the same lot.

Staff outlined six criteria that currently make up the home occupation code.

- a. **The home occupation shall be conducted solely and entirely by persons who reside full time in the home.** Staff believes there will be additional employees who do not reside in the home. For that to happen, the existing code would have to be changed as that is not allowed under current code.
- b. **The home occupation shall be conducted wholly within the principal or accessory structure.** The new occupation would still be in the home so would not be an issue.
- c. **No structural alterations or enlargements shall be made for the sole purpose of conducting a home occupation.** No structural alterations to the home would be required with the proposal. Additional sinks and other site improvements such as paving the driveway would be done with this proposal.
- d. **Only one home occupation shall be permitted for each principal structure.** There is an existing home occupation permit for a one-room nail salon. An expansion would require an amendment to the conditional use permit provided other requirements are met without an amendment to the code.
- e. **Exterior displays or signs other than a two sided, two square foot, non-illuminated sign and exterior storage of materials and exterior indication of the home occupation or variation from the residential character of the principal**

structure shall not be permitted. Currently there is no signage. If a sign is desired, a sign permit would be required meeting the criteria.

- f. **The activity does not involve the manufacturing, assembly or distribution of goods and the activity does not deal with the general retail public.** The current home occupation was approved as an appointment based business. If the business were to be expanded without an amendment to the code, it would still have to be an appointment based operation.

Ms. Laura Hanks, 400 Main Street, stated she has talked with staff about the obstacles, but would like to hear the commission's thoughts. With raising her children she is in need of more income. Her one-room nail salon is great, but would like to expand it further. She would like to open a salon some day and was hoping to do it sooner rather than later. With being in the home she does not have the additional expense of a lease, etc. She is not against moving into the downtown area someday, but right now financially it would be more doable out of her home. All her clients like coming to the house. It is very unique, vintage and repurposed. Her clients would like to have additional services and have a one stop shop so they don't have to go to neighboring cities. As far as the location, she understands it is just off the downtown area, but she likes that because it does not have the busyness of the main street of downtown, but is just one block down. A lot of clients' husbands will come with them and while the client is getting her nails done, the guys will go to restaurants. They are just close enough to downtown without being on the downtown street. She realizes parking and additional traffic is an issue, but the streets are very wide and there is a lot of traffic there anyway. She can look out every direction of the house and see a business. She realizes she is in a residential area, but is very close to a lot of other businesses. She has looked into ADA accessibility and would probably need a ramp. The doorways on the inside look to be fine, according to what she has read, but she may have to find out more.

Commissioner Franceschelli asked Ms. Hanks, when you bring this to fruition, how many additional technicians will be using the space you will be providing? Ms. Hanks stated that is open for discussion, but with the four spa rooms being upstairs, that could be two massage therapists, two skin care technicians, so one person in each room could be renting that space. The main level will have one extra nail technician besides herself and with two hair stylists that would be seven at maximum. Commissioner Franceschelli stated you are currently set up with a home occupation restricted to you being in residence. Are you thinking of having the six other individuals taking up residence in the structure? Ms. Hanks replied absolutely not. Commissioner Franceschelli asked how do you see overcoming that to meet your needs? Ms. Hanks did not know and that is what she needs the commissions' help with. Commissioner Franceschelli commented to staff that is a major stumbling block for a home occupancy. Staff stated it is with the way the code is currently constructed. Commissioner Franceschelli stated so that makes this dream a non-starter. Staff added as far as the additional employees, yes. Commissioner Franceschelli stated if she was taking care of all of these areas at one time, we wouldn't have an issue. He asked Ms. Hanks how do you propose to handle the increase in parking? Now you have six additional vehicles and if they all have a customer, that's six more additional vehicles and you will probably have some overlap with appointments, so now you have a potential for an additional six showing up for a short amount of time. How do you plan to handle that congestion? Ms. Hanks thought she could get vehicles for herself and a couple employees in the garage because that is very large, and they were approved to have a 10 foot cement slab on the west side of the garage. She could have the employees all within the property and the clients would be off-street parking.

Commissioner Franceschelli stated that might be doable, but asked staff if there was a restriction on the number of parking spots. Staff replied with the home occupation, it is a little different. We don't specifically address off-street parking for a home occupation due to there not being employees and it is appointment based so there would be one additional vehicle which typically would park in the driveway. Commissioner Franceschelli stated now we are adding additional variables to this mix and it is not going to work. Staff stated there are always ways you can make things work, it's just how creative you want to be to make them work. If we do go down a road where we may amend the home occupation permit code to where we are trying to address additional employees, then we do need to look specifically at our off-street parking requirements to find some sort of requirement or structure to make sure there is adequate off-street parking for that type of use. Right now, there isn't a need. Commissioner Franceschelli stated now we are looking at the additional variable of non-residents being technicians or contractors that work for her. That is telling me we have some major research to do. Staff stated it is in conflict with the current code. It doesn't mean that things can't be changed or amended if appropriate. Staff is asking the commission what they feel may or may not be appropriate. Commissioner Franceschelli stated if we make an amendment to the existing code to reflect these needs, it basically grandfathers everyone else who wants to do similar things. Staff stated that is correct, but if someone has an existing conditional use permit for a massage therapist, for example, and we amend the code to be more flexible, if they still plan to expand that business staff would still want them to obtain a conditional use permit amendment for that proposed use to make sure are they meeting what the new requirements are as far as parking, etc. They would still have to go through the conditional use permit process. It is within a residential neighborhood so you want to notify the neighbors and let them have an opportunity to voice their concerns or their approval. That is an important aspect. Then they would still have to meet the requirements of what the code is at that time. Commissioner Franceschelli was thinking it would be a permitted use, but it stays a conditional use and has to be reviewed. Staff stated the code can be amended any number of ways. A lot of communities follow what we do which is a conditional use where there is a public hearing. Others will have the uses identified within the code that are allowed as home occupations and will allow them through an administrative approval process where it is handled through staff. That is not a way staff would like to go because this is in a residential neighborhood and would want to have the neighbors voice their concern or approval of the use. There are a number of ways you can address this, but it is a matter of how we feel this will work in our community. Chair Rotty stated the process to revise a home occupation would be laid out in the ordinance.

Commissioner Bjorge was so excited Ms. Hanks is doing so well and is back before the commission. She also was pleased Ms. Hanks didn't just read the code and give up. Commissioner Bjorge goes to neighboring communities for these services and how fun it would be to have this one stop shop close to downtown. In looking at the six requirements, the commission talked a lot about the employees. She asked Ms. Hanks what are your thoughts on the general retail public issue, meaning keeping it appointment based. One of the requirements of the code is that the business does not deal with the general public and has to be appointment based. Ms. Hanks was thinking as far as retail, it would be for the customers that come in and selling them a product. Commissioner Bjorge stated the sticking point is then the employee piece. She asked staff about other ordinances. She liked the flexibility of this home occupation ordinance because it allows us to approve something without having to worry about lighting, screening, etc. She likes that the ordinance is tight. Expanding it would mean we would have to add a parking section. She would like to keep it

tight and still have flexibility so what balance do other cities have? Staff stated it can be all over the board. As far as employees, more often than not these types of ordinances do not allow for additional employees that don't reside at the property. There are exceptions where codes do allow for additional employees, but that is the exception and not the norm. There is not a list of businesses we allow. Staff would like to discuss that, because in the current code the actual use is very vague. Someone who wants to do tax work, where people are not coming to the house, they are a business, but do they need to go through this entire process when all they are doing is computer or phone work. That is where generating a list of potential uses within the home occupation permit would help staff. Someone who is doing work on the computer or phone, doesn't justify them having to pay \$200 to do a public hearing when no one other than themselves will know they are a business. Staff feels home occupation permits should be for hair or nail salons, etc. where people from the outside are coming to the property. Commissioner Bjorge stated if we make a change to the code, it is a change and thinking above and beyond the circumstances should be good policy. Other examples are a law firm, or giving piano lessons. Having seven employees gets a little high, because then you are talking about parking, lighting and probably a sign. She would be comfortable with changing the ordinance to add a specific number. She does not have a number in mind, but seven feels too high. If staff feels we should add a list to the ordinance that may help us come to a number. Also consider would a truck need to come in for deliveries. She likes keeping it tight.

Councilmember Craig stated she has been talking to Ms. Hanks about this for awhile. Ms. Hanks has stated seven would be her maximum number of employees. Generally with those types of businesses, you don't have all those people in there at the same time because it is by appointment only. You don't have people back to back. She understood the commission's concerns about parking, but it would be really rare you would have seven people in there at one time because of the nature of the business. Commissioner Bjorge stated that is a great point. Maybe we don't total it out and look at how many are operating in the business at one time. Ms. Hanks stated some employees may want part time rather than full time. Councilmember Craig stated even chiropractors have massage therapists and they are not there full time. That type of business is not a constant stream of customers. It is more sporadic. Unless she got to a point she is so successful, she may want a business. Councilmember Craig stated she is on the EDA so is really for having more businesses in town. This is something that would be ideal because a lot of women would be interested in this and we don't have anything like this in town. Even though it is not in a business location, it is on the outskirts. She would like to see the commission try to make this work. It would be good for Farmington and would bring people downtown that maybe wouldn't come downtown. If more women found out about it, they may start coming to town. On many different levels this would be a very good business to have in Farmington and we should support Ms. Hanks as well. Being a single mom she is trying to make a living and trying to make a good life for her family.

Ms. Hanks did put a petition online which received 180 responses saying this would be great.

Commissioner Bjorge asked Ms. Hanks at what point would she be able to move to a storefront. Ms. Hanks replied if she would be able to get her income up in two years, there could be the possibility of moving to a different space. Commissioner Bjorge suggested there could be a transitional opportunity where there is a sunset on the permit. It would help

ease the risk. Chair Rotty asked if a home occupation permit goes with the property. Staff confirmed it does, because it is a conditional use permit.

Commissioner Rich stated we are all encouraged by the progress of the salon and the possible opportunities. Even with that, our interest in that doesn't trump our responsibilities for the city code and the regulations that are there that we are supposed to uphold. We want to be creative and he appreciated having the discussion. If any commission member asks questions that seem tough or challenging, let's keep in mind this is a discussion to see what creativity or accommodations can come out of this. What Commissioner Rich sees unique about this is it is in a transitional area. In the middle of an R-1 residential area, the residents would not support it and our code would not support doing a business like this. Even if one were to buy a house and say we are going to convert it to business use that would not be permissible. After WWII we got into some restrictive zoning and some people think that has killed the home business and the walkability. Nevertheless, that is where we are. So if a person in the downtown area or transitional area were to buy some property and convert it to business use we see a lot of use of that with dental and law offices. What is unusual here is keeping the residential character of it and layering on not just a little bit of business, but a whole lot. He cannot image there are seven salons that one would build. He is surprised there isn't the idea of building out a couple first and building them out as the business grows. The plan looks like it is an intent to fill the space. You wouldn't build it if you weren't intending to fill it and have multiple people there at the same time. Commissioner Rich can see attempting to be as creative as possible for a transitional area like this. It makes sense to do that. It might not in some other residential neighborhoods. So how would we view a dance studio in a home that had eight studio rooms converted to that. Or how about a law office that was in a home, not in a home that was converted to business use, if you had not just one lawyer, but three or four and some paralegals. We would consider that a strong business use and not an accessory use. That is a definition he struggles with; how much is beyond accessory use? Where does the line get drawn? A photography studio. A tailor. He is fond of mixed use and how that has grown small businesses. An insurance agency – would we want to have a neighborhood insurance agency in a home with multiple employees. There is some struggling with the idea of what is supposed to be primarily a home having a business use that seems to be superseding the home without changing the classification of the property. If we can find a way to be satisfied with those things, maybe there has to be either a sunset or a different sizing. It would be wonderful if you went from a one salon home to a multi-salon business property, but there has to be a migration path there. Maybe minimizing the retail sales. He can't imagine there wouldn't be customers and friends of customers stopping by, with this kind of volume, to pick up their particular goods which puts us in more of a retail store operation. Ms. Hanks stated she could cut that out if that was a deciding factor. She didn't know how much retail she would sell; it would be an add-on. Commissioner Rich stated his final analogy is a tax accountant. A lot of people work from home doing tax filing. What if you were to take your taxes to someone's home and there were seven employees there taking care of all that? How does that either change the character of the community or not fit with the intent of the code? Those are his struggles. He is very favorable to seeing what can be done to incubate this kind of growth. We are in the right area of transitional to justify doing it. But it still seems like bumping the upper limit, if not exceeding it, of how we could call these things accessory and non-retail. He was willing to have more discussion and more research. If Ms. Hanks is at the point where she is ready to grow more, we don't want to hinder that either, but we want to do it in a responsible way for the city.

Chair Rotty spoke with Ms. Hanks prior to the meeting, and she understands this is a discussion. She asked for the commission's creativity and they would like hear her ideas also. She is very knowledgeable on this and has done her history. He liked the idea and really liked the business proposal. Having said that; it is a business. Ms. Hanks agreed. Chair Rotty stated to accommodate the business it appears we have to do one of two things. One is the zoning, because if this is a business and you were in the right zoning, this discussion would not be happening. The other thing is to amend the home occupation permit. That is something the commission has had a previous discussion on. Part of it was Ms. Hanks' discussion and staff noting we have an ordinance that does not have a lot of details. Sometimes it takes an idea like this and staff will say we have some limitations. Unless we address them with zoning or home occupation, we are a little bound. We cannot say let's throw out the home occupation and everybody do what they want. The residents and the City Council would not like that. If we go down the zoning route, we have a comp plan amendment coming. This area is in the transition. If we look at bumping the zoning to accommodate these or look at modifying the home occupation permit, there is still a process we have to go through. We would have a public hearing so the residents have an opportunity to comment. Then it goes to the City Council and they have final approval. We talked about outside employees and Commissioner Rich mentioned accessory use. A home occupation is supposed to be an accessory part of the house and not the main part of what the house is there for. Then it is a business. We have businesses downtown that have apartments above, but the part with the business is bigger. There is also off-street parking. The time part and transition, in two years if the business isn't ready to move, then the time is up. We could do extensions, but it depends on how it is written. That is something we need to think about. Chair Rotty asked for staff's thoughts on those two options.

Planning Manager Wippler stated as far as amending the zoning code, as the commission is aware, we recently approved a downtown redevelopment plan that included this area. One of the outcomes from that plan was looking at the zoning within that study area. What came out of that was there are a number of properties along Elm Street that are residentially used properties, but are zoned as B-2 (downtown business district). That was done in the early 2000's as part of the 2020 comp plan amendment for future expansion of the downtown north and to the east. What came out of the downtown redevelopment plan as far as zoning was to scale back on that zoning and take those residential properties that are zoned B-2 and move them back to either the R-T or R-D zone. It has been 15 to 20 years and the downtown is not expanding as anticipated. Staff did not see changing the zoning as being practical. Staff would be more in favor of amending the home occupation code in a number of ways to not only address Ms. Hanks' potential expansion but also to address some of staff's concerns. Chair Rotty asked to add complexity to amending the code, could it be done based on zoning district. There are certain neighborhoods where you can see different uses. Whereas, if you are in an R-1 and all you see are single family homes, can you do that? Staff stated there are a number of ways to do that. You can outline it where within different zoning classifications you could allow different uses. Chair Rotty would like that, then he could support additional employees, additional off-street parking. That area gets a lot of traffic and some is larger vehicles. That would be something that might be more acceptable. Once you modify a home occupation, it is community wide. If you could do it by zoning district, it might be easier for the commission and the City Council to support some of the deviations.

Commissioner Rich stated perhaps there is another term needed in addition to home occupation. Let's say we have home occupation which is only residents of the home, is there a home business kind of definition we could have for the next step. Home occupation is one level of conditional use. Home business is another level. Perhaps what comes into play there is a threshold of accessory use. For example, no more than 25% of the square footage dedicated to that. He could see this request being ready with one floor in this definition, rather than two floors. You look at the extent of what it takes up of the space, otherwise the home is almost becoming the accessory to the business. If we could find some criteria like that and introduce a new definition, a home occupation could grow into a home business within certain parameters.

Commissioner Franceschelli stated so a home occupation with business incubation to allow the original concept of the home occupation to grow as the skills and demand for the business increase until it reaches a certain point where it is no longer home it is all business and needs another place. Right now we are looking at what the maximization of what this structure could potentially be. When in actuality we should be looking at a smaller footprint to allow for growth into the maximization and where that takes it. Commissioner Rich added you always have to have the special permit to test whether the conditions are right. If a home occupation outgrows what it allows, then you have more parameters come into play for this home business and the special use permit for that.

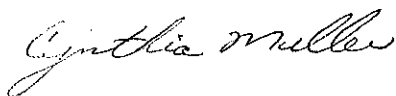
Chair Rotty asked Ms. Hanks about her timing. Ms. Hanks stated after receiving approval from the commission, she would have to go to the board of cosmetology and get her salon license, rather than just her nail salon license. She would have steps to take there because she is regulated through them as well. That took her two months last time. Adding the sinks has to be done before their approval. She asked about the handicap ramp. Staff stated that would fall under the building code and a building permit would be required.

Chair Rotty stated the commission will ask staff to continue to work on amending our home occupation ordinance. That is not a next week or next month type of deal. They have to find what they feel is the best, there has to be some discussion, a public hearing, then it goes to the City Council. The commission will direct staff to see if there is a way we can legally meet some of these ideas and send them on to the City Council. Ms. Hanks agreed with the timeline. Staff will try to bring an initial draft to the commission in a month or two.

4. Adjourn

MOTION by Bjorge second by Franceschelli to adjourn at 7:55 p.m. **APIF, MOTION CARRIED.**

Respectfully submitted,



Cynthia Muller
Administrative Assistant



City of Farmington

430 Third Street
Farmington, Minnesota
651.280.6800 - Fax 651.280.6899
www.ci.farmington.mn.us

TO: Planning Commission
FROM: Tony Wippler, Planning Manager
SUBJECT: Conditional Use Permit Application to allow an Auto Sales Use within the B-1 Zoning District
DATE: June 13, 2017

INTRODUCTION

Tara Fonseca, 16943 Gerdine Path W, Rosemount, MN, has made application for a Conditional Use Permit to allow an Auto Sales use within the B-1 (Highway Business) zoning district.

PLANNING DIVISION REVIEW

Applicant: Tara Fonseca - 16943 Gerdine Path W., Rosemount, MN 55068

Property Owner: Caspian Ventures, LLC - 7401 Bush Lake Road, Edina, MN 55439

Property Location: 923 8th Street (Towns Edge Mall)

Existing Zoning: B-1 (Highway Business)

2030 Comprehensive Plan: Commercial

Existing Lot Size: 4.46 acres

Surrounding Land Uses: Apartment Complex to the north, townhomes adjacent to the east, frontage road and Trunk Highway 3 to the west, and a commercial gas station to the south.

Proposed Land Use: Automobile sales office

DISCUSSION

The applicant, Tara Fonseca, has submitted a conditional use permit application in order to allow an auto sales use on site. The location of the property is the Town's Edge Mall at 923 8th Street. The property is zoned B-1 (Highway Business) which auto sales is a conditional use.

The applicants proposal is to sell automobiles from the premises. They will occupy approximately 440 square feet of office space within the central portion of the mall as well as have 5 parking stalls dedicated for their use on the south end of the property.

A Conditional Use Permit shall be approved if it is found to meet the following criteria:

1. The proposed use conforms to the district permitted and conditional use provisions and all general regulations of this title. *The subject property is zoned B-1 (Highway Business). An auto sales use is*

a conditional use in the B-1 zone.

2. The proposed use shall not involve any element or cause any conditions that may be dangerous, injurious or noxious to any other property or persons and shall comply with the performance standards listed below. *The proposed use will not involve any element or cause any conditions that may be dangerous, injurious or noxious to any other person or property.*
3. The proposed use shall be constructed, designed, sited, oriented and landscaped to produce harmonious relationship of buildings and grounds to adjacent buildings and properties. *The proposed use will utilize existing office space within the mall as well as utilize existing hard surface parking spaces towards the southern end of the site.*
4. The proposed use shall produce a total visual impression and environment which is consistent with the environment of the neighborhood. *Staff believes the proposed use is consistent with the environment of the neighborhood. There are several similar uses in the near vicinity.*
5. The proposed use shall organize vehicular access and parking to minimize traffic congestion in the neighborhood. *The proposed use will utilize existing parking on site, therefore, vehicular access and parking at this property will not greatly increase traffic congestion in the surrounding neighborhood with the addition of this use.*
6. The proposed use shall preserve the objectives of this title and shall be consistent with the comprehensive plan. *The subject property is comprehensively guided as commercial. The proposed use is consistent with the 2030 comprehensive plan.*

ACTION REQUESTED

Approve the Conditional Use Permit allowing an auto sales use to take place on the property addressed as 923 8th Street, subject to the following conditions:

1. The applicant obtains all necessary building permits from the City's Building Official.
2. A sign permit is applied for any external signage that may be placed on the premises.
3. Other conditions as may be recommended by the Planning Commission.

ATTACHMENTS:

Type	Description
▣ Backup Material	Application
▣ Backup Material	Applicant summary
▣ Backup Material	Floor Plan
▣ Backup Material	Site aerial



City of Farmington
430 Third Street
Farmington, Minnesota
651.280.6800 • Fax 651.280.6899
www.ci.farmington.mn.us

CONDITIONAL USE PERMIT APPLICATION

Applicant: Taro Forreca Telephone: (62) 297 9997 Fax: ()

Address: 16943 Gordine Path W Rosemont MN 55068
Street City State Zip Code

Owner: Caspian Ventures LLC Telephone: (958) 297 9999 Fax: ()

Address: 7401 Bush Lake Rd Edina MN 55434
Street City State Zip Code

Premises Involved: 923 8th Street Farmington, MN 55024
Address/Legal Description (lot, block, plat name, section, township, range)

Current Zoning District B-1 Current Land Use Commercial

Specific Nature of Request: Car Dealership

SUBMITTAL REQUIREMENTS

- ☒ Proof of Ownership ☐ 6 Copies of Site Plan
☐ Application Fee ☐ Abstract/Residential List (required 350' from subject property)
☐ Boundary / Lot Survey ☐ Torrens (Owner's Duplicate Certificate of Title Required)

[Signature] 5/22/2017
Signature of Owner Date

Signature of Applicant Date

Request Submitted to Planning staff on _____
Public Hearing Set for: _____

For office use only
Advertised in Local Newspaper: _____

Planning Commission Action: _____ Approved
City Council Action (if necessary): _____ Approved

_____ Denied
_____ Denied

Fee Paid _____
\$200 – City of Farmington
\$46 – Dakota County Recorder

Comments: _____

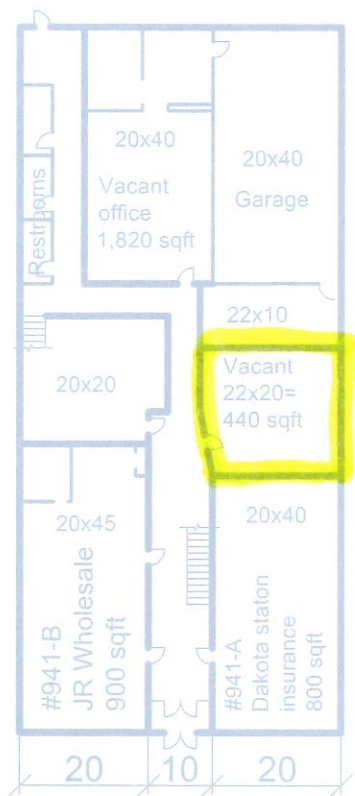
Conditions Set: _____

Planning division: _____ Date: _____ 9/06

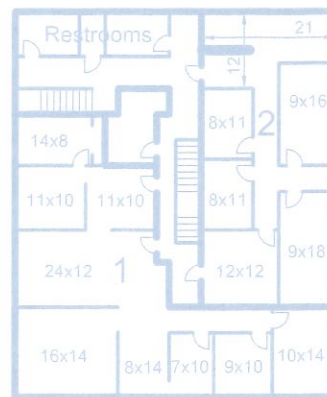
We would like to use the office space for a used car dealership office. We are just initiating the process, so law requires property with 5 parking spaces available for cars to show to start with. We would like to start as soon as possible. This is a family owned business w/no employees.

Farmington Mall Offices

First floor



Second floor



Offices:

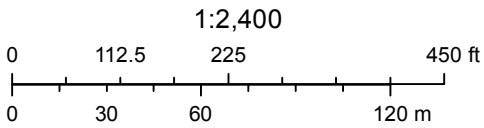
1 - 1360 sqft

2 - 970 sqft

Dakota County, MN



June 8, 2017



Property Information
Dakota County



City of Farmington

430 Third Street
Farmington, Minnesota
651.280.6800 - Fax 651.280.6899
www.ci.farmington.mn.us

TO: Planning Commission
FROM: Tony Wippler, Planning Manager
SUBJECT: Conditional Use Permit Application to allow an Auto Repair, Major Use within the B-3 Zoning District
DATE: June 13, 2017

INTRODUCTION

Oleg Vdovchenko, 17477 Gettysburg Way, Lakeville, MN, has made application for a Conditional Use Permit to allow an Auto Repair, Major Use within the B-3 (Heavy Business) zoning district.

PLANNING DIVISION REVIEW

Applicant / Contract Purchaser of Property: Oleg Vdovchenko - 17477 Gettysburg Way, Lakeville, MN 55044

Property Owner: Bill Sauber - 20322 Akin Ct., Farmington, MN 55024

Property Location: 315 Pine Street

Existing Zoning: B-3 (Heavy Business)

2030 Comprehensive Plan: Commercial

Existing/Previous Land Use: Performance Plumbing and Heating

Existing Building and Lot Size: The property consists of two lots totaling 40,958 square feet (0.94 acres). There is an existing 5,800 square foot building that will be utilized on the property.

Surrounding Land Uses: A mixture of commercial and industrial as well as a single-family residence is adjacent to the east. a vacant lot is adjacent to the west. A commercial business and a single-family residence to located to the south. The Vermillion River is to the north of the subject property.

Proposed Land Use: Major Auto Repair and Automobile Sales

DISCUSSION

The applicant, Oleg Vdovchenko, has submitted a Conditional Use Permit application in order to allow major auto repair to take place on the property located at 315 Pine Street. Mr. Vdovchenko is proposing to open a business that would consist of repairing motor vehicles including the repair, rebuilding and reconditioning of engines, body work, framework, welding and major painting. Mr. Vdovchenko would also be selling vehicles from the premises. Automobile sales is a permitted use within the B-3 zoning district.

The applicant will be utilizing the existing building on site and modifying it to meet his business needs, this

will include the addition of two overhead doors on the west side of the building. If the Conditional Use Permit is approved, the applicant will need to contact the City's Building Official to determine what building upgrades, if any, would be necessary for the proposed use.

The applicant is proposing to create a parking area for his vehicles on the west and northern sides of the property (see attached site plan). The applicant is showing the parking area as gravel. Section 10-6-4(B) of the City Code requires any off street parking lot and driveway be surfaced with concrete or bituminous material. Additionally, code requires a minimum nonpaved area of at least ten feet in width between the edge of the parking area/lot and the property line. The site plan shows a setback of five feet for the parking area to the property line. The site plan also shows at least four parking spaces in the right-of-way of Pine Street. All parking areas must be kept on the applicant's property and outside of the city's right-of-way.

As shown on the attached site plan, the applicant is proposing the construction of two accessory shop buildings towards the northern portion of the site. The applicant is not proposing to construct these buildings immediately. Accessory structures on commercial property are approved through a Conditional Use Permit [CUP] process. Separate CUP's will be required if and when the applicant is ready to proceed with the construction of the accessory buildings.

A Conditional Use Permit shall be approved if it is found to meet the following criteria:

1. The proposed use conforms to the district permitted and conditional use provisions and all general regulations of this title. *The subject property is zoned B-3. The use of the property as an auto sales lot is a permitted use. Additionally, the applicant wishes to do major auto repair work out of the existing building. Auto repair, major is a conditional use in the B-3 zoning district.*
2. The proposed use shall not involve any element or cause any conditions that may be dangerous, injurious or noxious to any other property or persons and shall comply with the performance standards listed below. *Staff believes the use will not involve any element of cause any conditions that may be dangerous, injurious or noxious to any other person or property. The proposal is similar to other uses in and around the property.*
3. The proposed use shall be constructed, designed, sited, oriented and landscaped to produce harmonious relationship of buildings and grounds to adjacent buildings and properties. *The proposed use will utilize the existing building on site. The off-street parking will be located on the west and north side of the property.*
4. The proposed use shall produce a total visual impression and environment which is consistent with the environment of the neighborhood. *Staff believes the proposed use is consistent with the business uses that are in the near vicinity of this property.*
5. The proposed use shall organize vehicular access and parking to minimize traffic congestion in the neighborhood. *Access to the site will continue to be from the existing driveway that is located in front of the building. Additional parking areas will be added to the west and northern side of the property.*
6. The proposed use shall preserve the objectives of this title and shall be consistent with the comprehensive plan. *The subject property is comprehensively guided as commercial. The proposed use is consistent with the 2030 Comprehensive Plan.*

ACTION REQUESTED

Approve the Conditional Use Permit allowing major automobile repair to take place on the property addressed as 315 Pine Street, subject to the following conditions:

1. The applicant obtains all necessary building permits from the City's Building Official.
2. A sign permit is applied for and approved for any external signage that may be placed on the premises.
3. The proposed parking area must be surfaced with concrete or bituminous and shall be setback a minimum of ten feet from all property lines.

4. Other conditions as may be recommended by the Planning Commission.

ATTACHMENTS:

Type	Description
▣ Backup Material	Application
▣ Backup Material	Site plan
▣ Backup Material	Site aerial



City of Farmington
430 Third Street
Farmington, Minnesota
651.280.6800 • Fax 651.280.6899
www.ci.farmington.mn.us

CONDITIONAL USE PERMIT APPLICATION

Applicant: Oleg Vlovehenko Telephone: (651) 247-2434 Fax: ()

Address: 17477 Gettysburg Way Lakeville MN 55024
Street City State Zip Code

Owner: Bill Sauber Telephone: (612) 965-8620 Fax: ()

Address: 20322 Akin Ct Faz MN 55024
Street City State Zip Code

Premises Involved: 315 Pine St.
Address/Legal Description (lot, block, plat name, section, township, range)

Current Zoning District Auto Repair B3 Current Land Use Mayor

Specific Nature of Request: General Repair rebuilding or reconditioning of Engines

Motor Vehicles including bodywork frame work welding and Major painting.
Service Parking Space for 10 cars. Sales Dealer

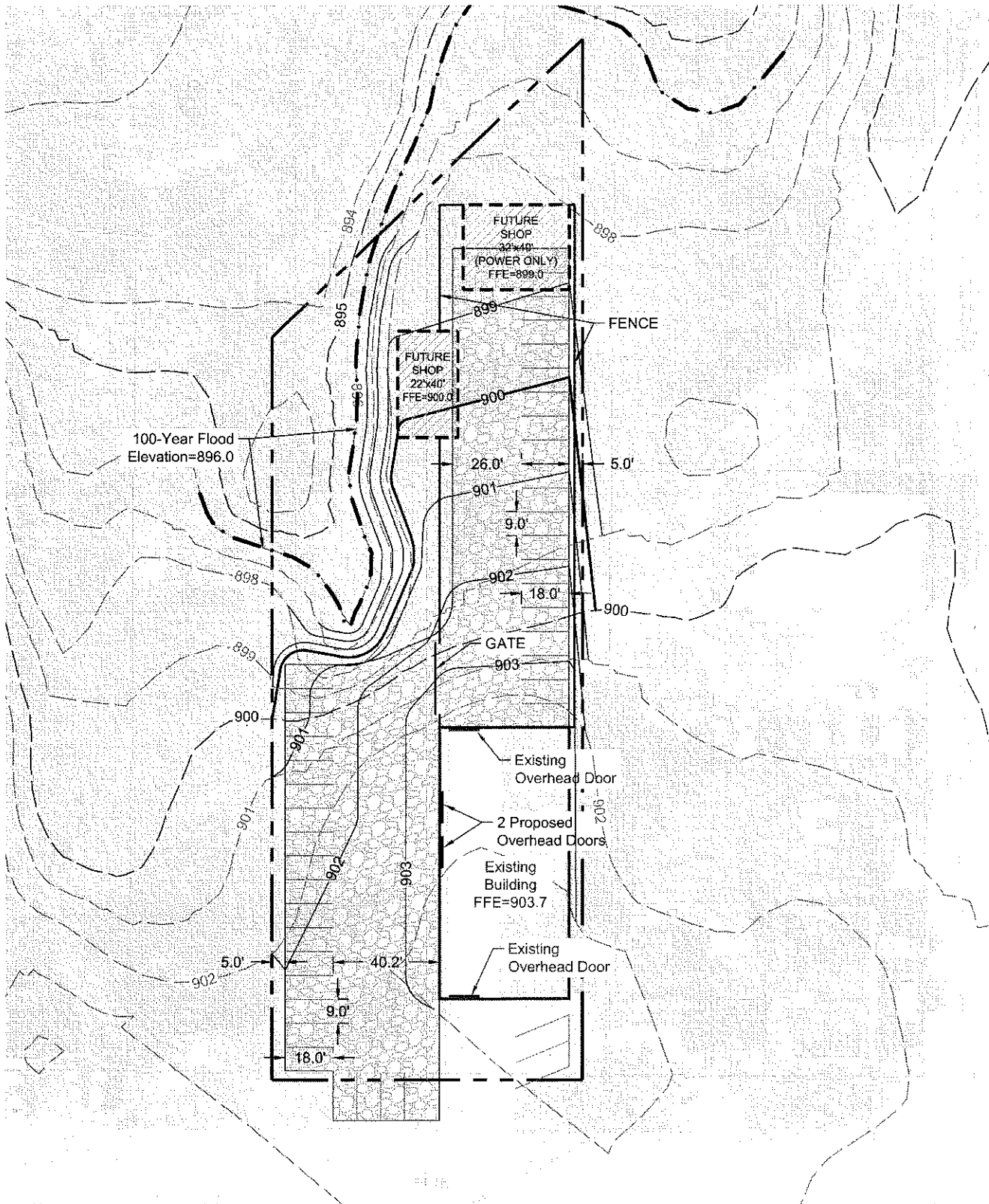
SUBMITTAL REQUIREMENTS

- | | |
|--|--|
| <input type="checkbox"/> Proof of Ownership | <input type="checkbox"/> 6 Copies of Site Plan |
| <input type="checkbox"/> Application Fee | <input type="checkbox"/> Abstract/Residential List (required 350' from subject property) |
| <input type="checkbox"/> Boundary / Lot Survey | <input type="checkbox"/> Torrens (Owner's Duplicate Certificate of Title Required) |

Bill Sauber 5-16-17
Signature of Owner Date

[Signature] 5-19-17
Signature of Applicant Date

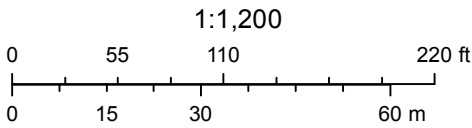
Request Submitted to Planning staff on _____	For office use only	
Public Hearing Set for: _____	Advertised in Local Newspaper: _____	
Planning Commission Action: _____ Approved	_____ Denied	Fee Paid _____
City Council Action (if necessary): _____ Approved	_____ Denied	\$200 – City of Farmington
		\$46 – Dakota County Recorder
Comments: _____		
Conditions Set: _____		
Planning division: _____	Date: _____	9/06



Dakota County, MN



June 8, 2017



Property Information
Dakota County



City of Farmington

430 Third Street
Farmington, Minnesota
651.280.6800 - Fax 651.280.6899
www.ci.farmington.mn.us

TO: Planning Commission
FROM: Tony Wippler, Planning Manager
SUBJECT: Comprehensive Plan Amendments and Rezoning for a Portion of the Property
Commonly Known as the Sayers Property
DATE: June 13, 2017

INTRODUCTION

Giles Properties, Inc. has applied for Comprehensive Plan Amendments and Rezoning of a portion of the property commonly known as the Sayers property which is generally located at the northwest intersection of CSAH 50 and Flagstaff Avenue. The Comprehensive Plan Amendments are to change the 2030 land designation for the 24.08 acres parcel of land legally depicted and described in the attached survey (Exhibit A) from Agricultural to Low Medium Density Residential and to include the property into the city's Metropolitan Urban Service Area (MUSA). The rezoning request is to change the zoning of the property described and depicted in Exhibit A from A-1 (Agriculture) to R-2 (Low/Medium Density Residential) Planned Unit Development.

DISCUSSION

History of Property

The subject 24.08 acre parcel of land is currently part 50.61 acres of land owned by Richard Sayers at the northwest intersection of CSAH 50 and Flagstaff Avenue. The property has been for sale for several years and has been used as active farmland in the past.

Surrounding Development and Landuses

The subject property is largely surrounding by land utilized for agricultural purposes. There are several single-family homes on larger lots located to the north and northeast of the property. Flagstaff Avenue is adjacent to the east and Farmington High School is located to the north, but is not directly adjacent. For reference, I have attached (Exhibit B) the 2030 Comprehensive Plan Landuse Map depicting the location of the subject property.

Intended Use

- Giles Properties, Inc. is the contract purchaser of the property and is looking to plat the property into a single-family development. Attached as Exhibit C is a development concept plan that shows a total of 65 single-family lots developed over the 24.08 acres. The subdivision would have to be approved as a Planned Unit Development being the gross density of the proposed development (2.7) would fall below the minimum 3.5 dwelling units per acre required for the R-2 zoning.

MUSA

- As previously mentioned, the application is also to include the property into the city's Metropolitan Urban

Service Area (MUSA). The subject property is located adjacent to existing property that is already within the MUSA boundary. Water and sewer services are available in Flagstaff Avenue and have been stubbed to this site near its northeast corner. Because of these facts staff is comfortable recommending approval of incorporating the 24.08 parcel into the Metropolitan Urban Service Area.

ACTION REQUESTED

Recommend approval of the following, and forward that recommendation on to the City Council:

1. Resolution amending the 2030 Comprehensive Plan landuse designation for the 24.08 acre portion of the property commonly known as the Sayers property from Agricultural to Low Medium Density as well as the inclusion of subject property into the city's Metropolitan Urban Service Area
2. Ordinance rezoning 24.08 acres of the Sayers property from A-1 (Agriculture) to R-2 (Low/Medium Density Residential) Planning Unit Development.

ATTACHMENTS:

Type	Description
▣ Backup Material	Rezone application
▣ Backup Material	Comp plan application
▣ Backup Material	Exhibit A - property survey
▣ Backup Material	Exhibit B - 2030 Comp Plan man
▣ Backup Material	Site aerial
▣ Resolution	Comp Plan resolution
▣ Ordinance	Rezone ordinance



City of Farmington

430 Third Street
Farmington, Minnesota
651.280.6800 • Fax 651.280.6899
www.ci.farmington.mn.us

PETITION FOR REZONING APPLICATION

Applicant: Giles Properties, Inc. Telephone: 952-215-9782 Fax: 952-461-3986

Address: 5745 Meadow Lane Elko MN 55020
Street City State Zip Code

Owner: x Richard J. Sayers Telephone: 651 x460 6101 Fax: 651 x460 6108

Mailing Address: x 21020 Cambridge Ave, Farmington MN 55074
Street City State Zip Code

Premises Involved: See Attached EXHIBIT(A)
Address/ Legal Description (lot, block, plat name, section, township, range)

Current Zoning AG Proposed Zoning R-2 plan unit Deloung

I understand that a public hearing is required as well as a published notice of hearing, for which I hereby attach payment of the fee in the amount of \$ _____, which I understand further will be refunded if no meeting is scheduled.

x Richard J. Sayers
Signature of Owner

x April 28 2017
Date

For office use only

Request Submitted to Planning staff on _____
Public Hearing Set for: _____ Advertised in Local Newspaper: _____

Planning Commission Action: _____ Approved _____ Denied
City Council Action (if necessary): _____ Approved _____ Denied

Comments: _____

Conditions Set: _____

Planning division: _____ Date: _____

In accordance with Title 10, Chapter 3, Section 12 of the City Code.



City of Farmington

430 Third Street
Farmington, Minnesota
651.280.6800 • Fax 651.280.6899
www.ci.farmington.mn.us

PETITION FOR COMPREHENSIVE PLAN AMENDMENT

Applicant: Giles Properties, Inc. Telephone: 952-215-9782 Fax: 952-461-3986
Address: 5745 Meadow Lane Elko MN 55020
Street City State Zip Code
Owner: RICHARD J SAYERS Telephone: (651) 460 6101 Fax: (651) 460 6168
Mailing Address: 2102 Columbia Ave Farmington MN 55024
Street City State Zip Code
Premises Involved: See attached Exhibit (A)
Address/ Legal Description (lot, block, plat name, section, township, range)

Current Comprehensive Plan Designation: Agricultural
Proposed Comprehensive Plan Designation: Low Density Residential (R-2 Zoning)
Low Medium Density
Extension of MASH

I understand that a public hearing is required as well as a published notice of hearing, for which I hereby attach payment of the fee in the amount of \$ _____, which I understand further will be refunded if no meeting is scheduled.

Richard J Sayers
Signature of Owner
Date

April 28 2017
Date

For office use only

Request Submitted to Planning staff on _____
Public Hearing Set for: _____ Advertised in Local Newspaper: _____

Planning Commission Action: _____ Approved _____ Denied
City Council Action (if necessary): _____ Approved _____ Denied

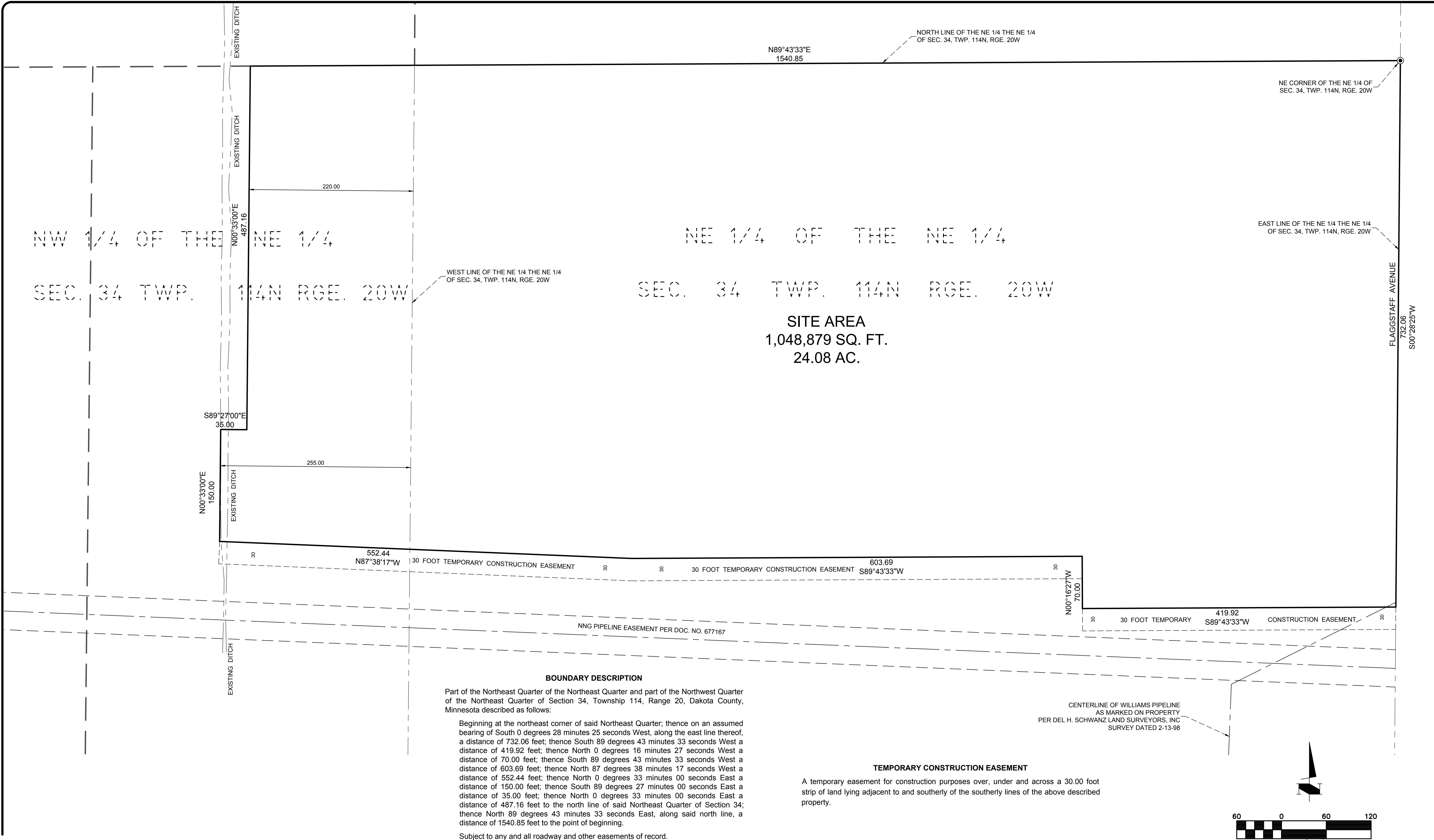
Comments: _____

Conditions Set: _____

Planning division: _____ Date: _____

9/06

In accordance with Title 10, Chapter 3, Section 12 of the City Code.



BOUNDARY DESCRIPTION

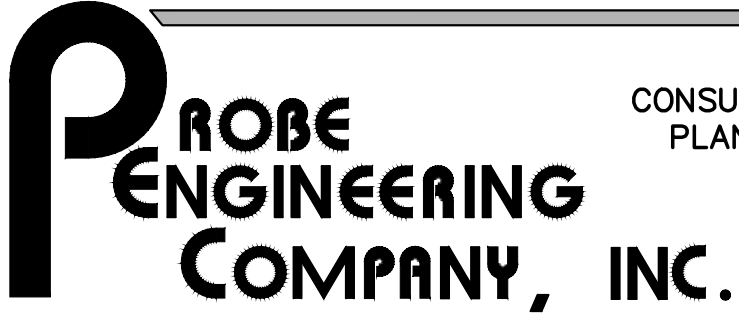
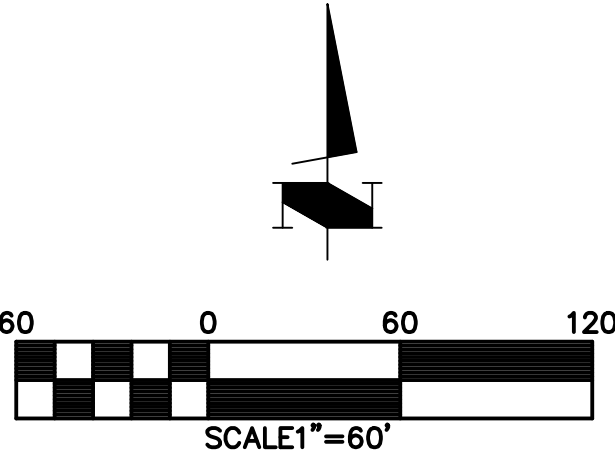
Part of the Northeast Quarter of the Northeast Quarter and part of the Northwest Quarter of the Northeast Quarter of Section 34, Township 114, Range 20, Dakota County, Minnesota described as follows:

Beginning at the northeast corner of said Northeast Quarter; thence on an assumed bearing of South 0 degrees 28 minutes 25 seconds West, along the east line thereof, a distance of 732.06 feet; thence South 89 degrees 43 minutes 33 seconds West a distance of 419.92 feet; thence North 0 degrees 16 minutes 27 seconds West a distance of 70.00 feet; thence South 89 degrees 43 minutes 33 seconds West a distance of 603.69 feet; thence North 87 degrees 38 minutes 17 seconds West a distance of 552.44 feet; thence North 0 degrees 33 minutes 00 seconds East a distance of 150.00 feet; thence South 89 degrees 27 minutes 00 seconds East a distance of 35.00 feet; thence North 0 degrees 33 minutes 00 seconds East a distance of 487.16 feet to the north line of said Northeast Quarter of Section 34; thence North 89 degrees 43 minutes 33 seconds East, along said north line, a distance of 1540.85 feet to the point of beginning.

Subject to any and all roadway and other easements of record.

TEMPORARY CONSTRUCTION EASEMENT

A temporary easement for construction purposes over, under and across a 30.00 foot strip of land lying adjacent to and southerly of the southerly lines of the above described property.



CONSULTING ENGINEERS,
PLANNERS and LAND SURVEYORS

1000 EAST 146th STREET, BURNSVILLE, MINNESOTA 55337 PH (952)432-3000

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED
BY ME OR UNDER MY DIRECT SUPERVISION AND
THAT I AM A DULY LICENSED LAND SURVEYOR
UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE _____ REG. NO. _____

REVISIONS

NO.	DATE	BY	REVISION
1	4-25-17	PM	REVISED LEGAL DESCRIPTION

PREPARED FOR:

TRU VALUE HOMES

DESIGNED | CHECKED

DRAWN | DATE

PM 2-28-2017

SCALE

1"=60'

JOB NO.

15886.00

BOUNDARY SURVEY
SEC. 34, TWP. 114, RGE. 20,
DAKOTA COUNTY

FARMINGTON,

MINNESOTA

SHEET | REV.

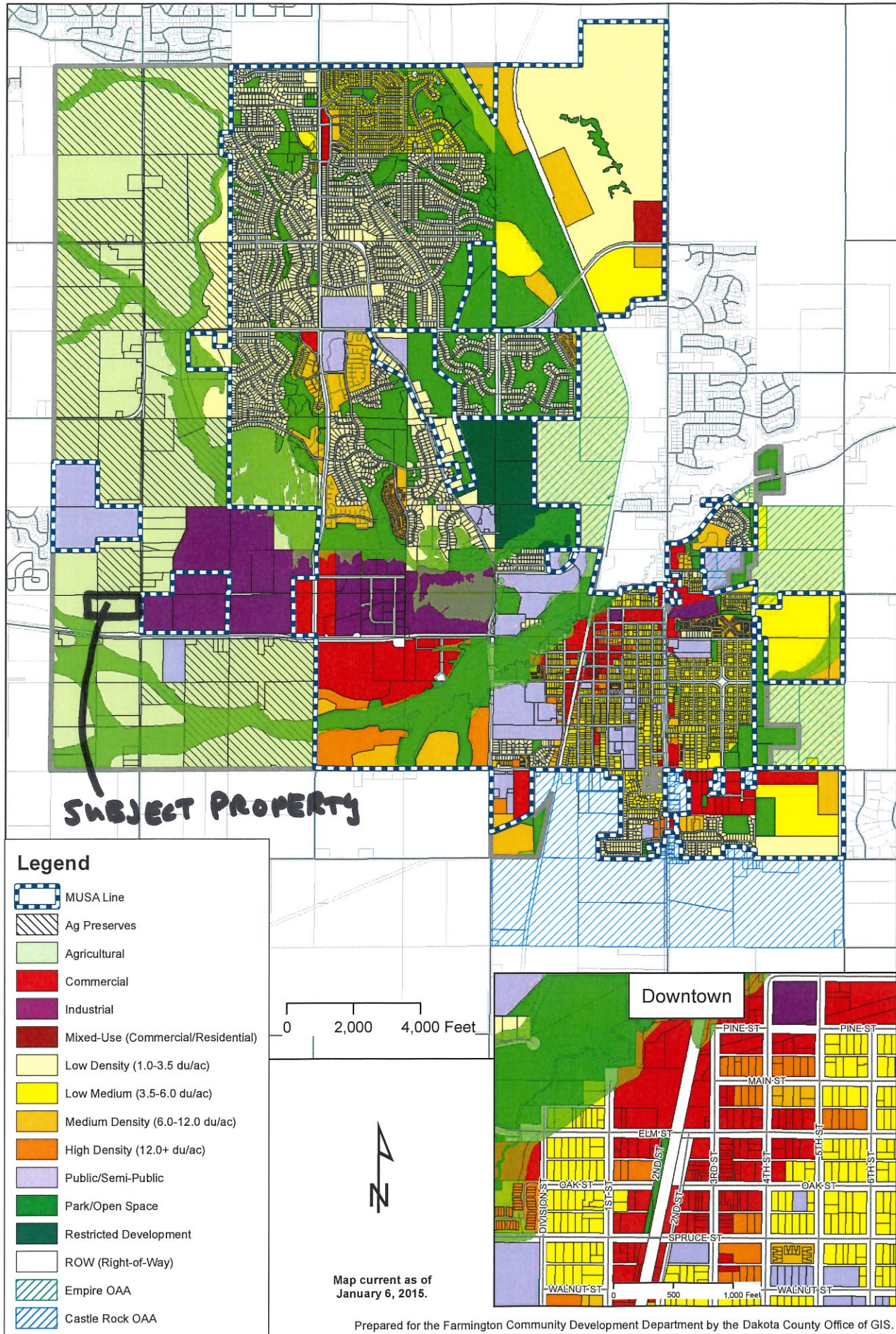
1

OF

1

2030 Comprehensive Plan (2011 Amendment)

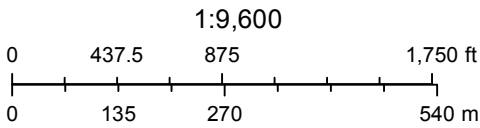
Map 4.5



Dakota County, MN



May 24, 2017



Property Information
Dakota County

RESOLUTION NO. _____

**AMENDING THE 2030 COMPREHENSIVE PLAN FROM AGRICULTURAL
TO LOW MEDIUM DENSITY FOR 24.08 ACRES OF THE SAYERS PROPERTY GENERALLY
LOCATED AT THE NORTHWEST INTERSECTION OF CSAH 50 AND FLAGSTAFF AVENUE
AS WELL AS THE INCLUSION OF THE PROPERTY INTO THE
METROPOLITAN URBAN SERVICE AREA**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Farmington, Minnesota was held in the Council Chambers of said City on the _____ day of _____, 2017 at 7:00 P.M.

Members Present:

Members Absent:

Member _____ introduced and Member _____ seconded the following:

WHEREAS, Giles Properties, Inc. has petitioned for a Comprehensive Land Use Amendment for the 24.08 acres of the Sayers property generally located at the northwest intersection of CSAH 50 and Flagstaff Avenue, depicted and described in the attached Exhibit A. The said request proposes that the land use designation be changed from Agricultural to Low Medium Density Residential as well as immediate inclusion within Farmington's Metropolitan Urban Service Area (MUSA); and

WHEREAS, the Planning Commission held a public hearing on the 13th day of June 2017 after notice of the same was published in the official newspaper of the City and proper notice sent to surrounding property owners; and

WHEREAS, the Planning Commission accepted public comments at the public hearing and recommended approval of the Comprehensive Plan Amendments for the property depicted and described in Exhibit A changing the land use designation for said property from Agricultural to Low Medium Density Residential and inclusion of the subject property into the city's Metropolitan Urban Service Area.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Farmington hereby amends the 2030 Comprehensive Plan for the property depicted and described in Exhibit A from Agricultural to Low Medium Density Residential and immediate inclusion of said property within the city's Metropolitan Urban Service Area, subject to approval by the Metropolitan Council.

The resolution adopted by recorded vote of the Farmington City Council in open session on the _____ day of _____, 2017.

Attest to the ____ day of _____, 2017.

Mayor

City Administrator

SEAL

**CITY OF FARMINGTON
DAKOTA COUNTY, MINNESOTA**

ORDINANCE NO. _____

An Ordinance Amending Title 10 of the Farmington City Code, the Farmington Zoning Ordinance, Rezoning 24.08 Acres of the Sayers Property Generally Located at the Northwest intersection of CSAH 50 and Flagstaff Avenue

THE CITY COUNCIL OF THE CITY OF FARMINGTON HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Section 10-5-1 of the Farmington City Code is amended by rezoning the property depicted and legally described on the attached Exhibit A from A-1 (Agriculture) to R-2 (Low/Medium Density Residential) Planned Unit Development.

SECTION 2. The Zoning Map of the City of Farmington, adopted under Section 10-5-1 of the Farmington City Code, shall be republished to show the aforesaid zoning.

SECTION 3. This ordinance shall be effective immediately upon its passage.

Adopted this ____ day of _____, 2017, by the City Council of the City of Farmington.

SEAL

CITY OF FARMINGTON

MAYOR

ATTEST:

CITY ADMINISTRATOR

Approved as to form the _____ day of _____, 2017.

CITY ATTORNEY

Published in the Farmington Independent the _____ day of _____, 2017.



City of Farmington

430 Third Street
Farmington, Minnesota
651.280.6800 - Fax 651.280.6899
www.ci.farmington.mn.us

TO: Planning Commission
FROM: Tony Wippler, Planning Manager
SUBJECT: 2040 Comprehensive Plan Update
DATE: June 13, 2017

INTRODUCTION

As the Commission is aware, the city has begun the process of updating the community's Comprehensive Plan. The City Council recently approved a contract with Hoisington Kogler Group, Inc. (HKGi) to assist the city in updating its comprehensive plan. State statute requires cities in the seven county metro area to have a comprehensive plan and to have that plan updated every ten years. The Comprehensive Plan is a guiding document that establishes a long term vision and goals for the community while also reflecting regional policies. In short, it is a roadmap for development of the city.

The first step in the process of updating the plan is for the consultant to evaluate the current chapters within the plan and provide guidance on suggested changes and/or updates to those chapters. The consultant has completed that initial evaluation as outlined in the attached technical memorandum.

Jeff Miller from HKGi will be in attendance at the June 13th meeting and will present the findings outlined in the technical memorandum to the Commission.

DISCUSSION

NA

ACTION REQUESTED

Hear the presentation by Mr. Jeff Miller and provide any feedback that the Commission deems appropriate.

ATTACHMENTS:

Type	Description
□ Backup Material	Technical Memorandum

TECHNICAL MEMORANDUM

TO: Tony Wippler and Adam Kienberger
FROM: Jeff Miller & Laura Chamberlain (HKGi)
DATE: June 8, 2017
RE: Evaluation of Current 2030 Comprehensive Plan Chapters

This technical memorandum summarizes the evaluation of Farmington's current 2030 Comprehensive Plan chapters by the HKGi project team and Farmington city staff in May/June 2017. The following chapters were reviewed and discussed at this meeting: Executive Summary, Community Background, Community Vision, Land Use, Housing, Sustainability, Economic Development, and Implementation. HKGi will use the "track changes" function in a Word document to enable city staff to review the proposed updates, where it makes sense.

Chapter 1 - Executive Summary

The current Executive Summary does not provide a summary of all the chapters of the plan. Additionally, some of the information in the Executive Summary does not exist elsewhere in the plan document, so it is providing new information rather than a true summary of the plan. Staff values keeping a brief Executive Summary in the plan that provides an overview of the entire plan. This chapter will be rewritten following the completion of all other chapters.

A majority of the current content of the Executive Summary will be moved to the Community Background or Land Use chapters, including the community growth history, MUSA, population/households/employment forecasts, CPU process, and updated as needed. The 13 Planning Parameters will not be retained separately but may be incorporated into the plan's goals or a set of guiding principles.

Chapter 2 – Community Background

Community Background Element – *Rename section as Plan Purpose*

Replace this section with a brief overview of why comprehensive planning is important for a city and Farmington specifically.

Needed Map: City Boundary & Regional Context

Add New Section: Farmington Development History

The introductory paragraphs (called Community Background Element) fit here as development history information. Recommend adding subsections regarding the history of MUSA and annexations from

the Land Use Element and Executive Summary chapters to this section and then streamlining this information. At least one graphic, maybe two, showing the MUSA boundary growth over time, and the city boundary growth over time.

Needed Map: MUSA boundaries and city boundaries over time

Add New Section: Demographics [Farmington Today]

Add snapshot of current demographics for Farmington, with graphs and tables.

City Staff Role: Identify what demographics/charts will be most useful in the plan.

Growth Trends Past Ten Years

This section will become a subsection of the Demographics section above, with updated numbers (either 2010 census or 2015 ACS).

Metropolitan Council Forecast Methodology

This section can be completely removed

The Metropolitan Land Planning Act

This section can be completely removed.

Metropolitan Council's Review Criteria

This section can be completely removed.

Planning Process for 2030 Comprehensive Plan – 2008 & 2011 Update

This section should be updated as a *brief* overview of the planning requirements from Metro Council and their 10 year planning cycle. Then the section should outline the planning process, including overviews of community engagement and the process schedule. It is possible that this section best fits under "Plan Purpose & Vision."

Add New Section: Community Forecasts

Building off of the current demographics, now we can display the overall forecasted growth for Farmington, with charts where appropriate.

Chapter 3 – Community Vision Element – *Change to Plan Purpose & Vision*

Overall, this chapter will be reformatted. The city wants to take this opportunity to establish an actual "Vision" for the community. In order to do that, we will utilize the 2015 Community Survey results as a foundation for what the Vision should look like, then use a simple online questionnaire and pop-up events this summer to get public input on the Vision. We also recommend that this chapter be moved before "Community Background"

From there, a hierarchy of Vision > Guiding Principles > Chapters > Goals > Policies > Implementation Strategies will be established throughout the document.

City Staff Role:

- Review 2015 Community Survey takeaways before posting this project's online questionnaire
- Utilize city's existing communication networks to distribute information about this project's Vision Questionnaire to ensure the highest level of input
- Give direction to project team about the hierarchy (Goals, Policies, etc.) of existing elements within the plan

Add New Section: Plan Purpose

Provide a brief overview of why comprehensive planning is important for a city and Farmington specifically. Consider including Thrive MSP 2040 regional policies (City's Roles) applicable to Farmington as a designated Emerging Suburban community by the Metropolitan Council.

Introduction – change to Plan Vision

The current content of this entire section will be removed, since the response statistics from the 2001 and 2006 community surveys do not add to the plan. This section should focus on a Vision and Guiding Principles. Staff and the consultant team will use the 2015 Community Survey and this project's online questionnaire to identify a vision and guiding principles.

Policies

This section will be removed. The existing "Policies" listed on page 29 will be evaluated for their appropriate place in the plan guidance hierarchy (e.g. goals, policies, etc.), moved to the appropriate chapter, then edited to reflect current community priorities.

Farmington's Role as a "Developing Community"

This section is simply restating information directly from the 2030 Regional Framework guiding documents. This section will be removed, but the information required by the Metropolitan Council will be included throughout the document. For example, a short summary of the City's Role within the Thrive MSP 2040 regional policies could be added to the Plan Purpose section above.

Chapter 4 - Land Use Element

Below is a summary of the evaluation of each section of the Land Use Element chapter and the agreed-upon elements that will be updated as part of the 2040 Comprehensive Plan Update project:

Introduction / Overview of Plan Requirements

Significant changes are not anticipated for this section.

Farmington's Land Use Categories

This section defines the city's zoning districts but not its land use categories. The current definitions will need to be replaced with definitions of the land use categories that are shown on the 2030 Comprehensive Plan (Map 4.5). This section will need to be updated substantially. Staff explained that they are considering substantial updating and consolidating of the city's zoning districts as a follow-up initiative to the CPU. Staff is comfortable with the current density ranges being evaluated and potential recommendations for adjustments as part of the CPU process.

General Policy Decisions Regarding Land Use

This section will be updated to a goals and supporting policies format.

Existing Land Use Conditions

This section will be updated to reflect 2017 land use conditions, including the table and map.

City Staff Role: Review and comment on map for accuracy.

Plan Monitoring Program

This section will be removed from the Comprehensive Plan.

Neighborhood Planning Districts

This section divides the city-wide land use map into six neighborhood planning districts. Each neighborhood planning district shows the 2030 land use plan map but much of the information is focused on existing land uses and recent development history. It is recommended that these planning districts be updated to focus more on guidance of future land uses rather than describing existing land uses. Recent development history information can be condensed. Consider integrating this section into the Future Land Use section.

Agricultural Preserve properties and Orderly Annexation Agreements (OAAs) for Empire Township and Castle Rock Township are addressed in this section and will need to be updated.

City Staff Role: Provide current Agricultural Preserves properties and OAAs information.

Future Land Use

This section's land use mix and map will be analyzed for needed updates to guide land uses out to 2040. The new 2040 map will replace the 2030 map, while the 2020 map can simply be removed.

Staging of Development

This section will be updated and integrated into the Future Land Use section. The land use table acreages table will be updated for 10-year increments, as required by the Metropolitan Council, instead of 5-year increments.

History of MUSA in Farmington

This section will be significantly condensed and moved to the Community Background chapter.

Resource Protection

This section will be updated if necessary to meet Metropolitan Council requirements.

Chapter 5 - Housing Element

This chapter will need to be adapted to fit into the overall framework of all the chapters, with most of the content moving around, and some of the content being removed.

Housing Supply – Current Housing Stock

This section will be updated with the latest statistics available from the American Community Survey, Dakota County CDA, and Metropolitan Council. Where it makes sense, graphs and maps will be utilized to make information easier to understand instead of just using tables. Additional statistics required by the Metropolitan Council for the 2040 CPU process will be added.

City Staff Role: Provide project team with relevant Dakota County CDA statistics, especially for Farmington.

Needed Maps (to be provided by Dakota County Office of GIS):

- "Year Built" for housing
- Housing by Value?
- Other maps TBD

Community Housing Issues

This section should lay out the issues facing Farmington today, as well as anticipated issues of the future. Any issue listed will be viewed by the Metropolitan Council as an "identified housing need" which means that every housing need identified also must have implementation strategies tied to it within the Comprehensive Plan. Identifying the housing needs of the community will require city staff collaboration and time.

City Staff Role: Work with project team to identify housing needs within Farmington.

Add Section: Anticipated Housing Needs

This section should provide an overview the Metropolitan Council's housing projections and the city's affordable housing allocation, as well as list out how Farmington will meet those projections.

~~Lifecycle~~ Housing Implementation Program/~~Action Plan~~

This section will require major updates in order to meet the content requirements of the Metropolitan Council. As noted above, the implementation programs should address the identified housing needs. Additional programs may also be addressed or described in this section.

City Staff Role:

- Provide project team with extensive list of all housing programs the City and the CDA have available for people in Farmington.
- Work with project team to identify new strategies for housing implementation.

Housing Demand – Goals and Policies for Future Lifecycle Trends

This section needs to be evaluated to see where the “policies” and “strategies” fit within the plan’s guidance hierarchy (goals, policies, implementation strategies). The individual items will then be edited to reflect current preferences.

Dakota County Community Development Agency Partnership

The programs and descriptions listed in this section will be folded into the Housing Implementation Program section. Updates to the list and descriptions will be provided by staff. A general description of the CDA and the important role that it plays within housing in Farmington will be included in a previous section, most likely the “Community Housing Issues” section.

City Staff Role: Provide project team with updated list of CDA programs available to Farmington as well as any changes needed to the existing descriptions.

Chapter 9 – Sustainability Element

This chapter evolved from past advocacy by the City Council for the Minnesota GreenStep Cities program. The current chapter simply consists of a brief history of the city’s sustainability efforts and an extensive description of the Minnesota GreenStep Cities program. Sustainability is not a required Comprehensive Plan element by the Metropolitan Council, however, a resiliency element is encouraged by the Metropolitan Council as a plan element. It is recommended that this chapter follow the plan guidance hierarchy (e.g. goals, policies) of the rest of the chapters. At a minimum, this chapter will consist of reformatting of the current Minnesota GreenStep Cities content into goals and policies.

City Staff Role: Planning and engineering staff will participate in a “sustainability” discussion to provide direction for potential expansion of this chapter beyond the Minnesota GreenStep Cities program. The new city engineer brings experience with sustainability planning from her previous positions in Prior Lake and Northfield. Staff will have significant involvement in the identification of this chapter’s goals and policies.

Chapter 10 – Economic Development Element

This chapter simply consists of a lengthy overview of the city’s Economic Development Strategic Plan 2011-2015, some general information about economic development strategy (e.g. how to establish an EDA mission, vision, strategy approaches), a lengthy history of the EDA and ED Strategic Plan, the 2007 Commercial and Industrial Market Study, and the GROW Farmington initiative (2010). In

addition, this chapter has its own appendix, which contains the actual Economic Development Strategic Plan 2011-2015, Economic Development Strategy (2007), and History of the EDA's Strategic Planning Efforts.

Staff affirmed that economic development continues to be a priority for the city. Instead of this chapter simply pulling in the city's other economic development plans, both current and previous, the focus should be on identifying the high-level guidance for the city's economic development efforts. This chapter will need to be completely rewritten. It should provide an overview of the city's economic development authority (EDA) based on MN statutes and establish economic development goals and policies. Current economic development related plans that should inform the updating of this chapter include the city's current Strategic Plan (approved in 2016) and Marketing Plan (2013).

City Staff Role: Provide current economic development related plans to the consulting team. Economic development staff will have significant involvement in the identification of this chapter's goals and policies.

Chapter 12 - Implementation

This chapter currently consists of four things, primarily intended to meet Metropolitan Council requirements: 1) descriptions of each zoning district (purposes, minimum lot areas, residential densities) and the zoning map, 2) the Capital Improvement Program (CIP), 3) the Housing Implementation Program (including a list of the Dakota County CDA's housing programs), and 4) a list of 14 Comprehensive Plan implementation strategies.

This chapter will be updated as needed to meet the Metropolitan Council's minimum requirements. It will also be updated to be more useful for the city in implementing the updated 2040 Comprehensive Plan, including identification of implementation strategies relating to each element of the plan. For example, the city is interested in implementing improvements to its development procedures (e.g. application requirements and fees) to make them more development-friendly and reduce development barriers.

City Staff Role: Provide updated zoning map and current CIP.