

Agenda
City Council Work Session
City of Edina, Minnesota
VIRTUAL MEETING

Call 800-374-0221, enter Conference ID 2625316 to listen to meeting

Tuesday, April 6, 2021
5:30 PM

- I. Call To Order
- II. Roll Call
- III. Joint Meeting: Planning Commission
- IV. Joint Meeting: Heritage Preservation Commission
- V. Adjournment

The City of Edina wants all residents to be comfortable being part of the public process. If you need assistance in the way of hearing amplification, an interpreter, large-print documents or something else, please call 952-927-8861 72 hours in advance of the meeting.



CITY OF EDINA

4801 West 50th Street

Edina, MN 55424

www.edinamn.gov

Date: April 6, 2021

Agenda Item #: III.

To: Mayor and City Council

Item Type:

Other

From: Cary Teague, Community Development Director

Item Activity:

Subject: Joint Meeting: Planning Commission

Discussion

ACTION REQUESTED:

No action requested

INTRODUCTION:

Work Session to discuss the Planning Commission 2021 Work Plan. Attached is the Work Plan document.

ATTACHMENTS:

2021 Planning Commission Work Plan



Commission: Planning Commission

2021 Annual Work Plan

Initiative #1	Initiative Type <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)		
Review Land Use Applications.	Deliverable: Recommendations for City Council to consider	Leads: All	Target Completion Date: Ongoing
Budget Required: None			
Staff Support Required: Yes			
Progress Q1: Applications processed: 1 CUP; 1 Lot Division; 2 Rezoning; 4 sketch plans; 10 variances			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative #2	Initiative Type <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Planning Study of the Edina Business Park. (The office/industrial area between Highway 100, Cahill Road, 70th Street and Edina's southern border.) This Study would include recommendations from Chapter 10, Economic Competitiveness.	Deliverable: Recommendation to City Council	Leads:	Target Completion Date: 2022
Budget Required: Yes			
Staff Support Required: Yes			
Progress Q1: No progress. The goal is to begin the Planning Study in Q2.			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative #3	Initiative Type <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Review and recommend zoning ordinance changes to parking regulations.	Deliverable: Recommendation to City Council	Leads:	Target Completion Date: Q4
Budget Required: No			
Staff Support Required: Yes			
Progress Q1: The Commission has had monthly work sessions to discuss; draft ordinance is prepared and posted on the website. Public Hearing is scheduled for April 28, 2021.			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative #4	Initiative Type <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Review and recommend zoning ordinance changes for basement requirements.	Deliverable: Recommendation to City Council	Leads:	Target Completion Date: Q4
Budget Required: No			
Staff Support Required: Yes			
Progress Q1: Ordinance has been drafted along with the impervious surface ordinance. To be brought forward following the Parking Ordinance.			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Parking Lot: (These are not approved work plan initiatives. If the BC decides they would like to work on them in the current year, they would need Council approval.)
Review and recommend on the following ordinances in 2022: one-foot rule, secondary dwelling units, drive thrus
Tree ordinance



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Date: April 6, 2021

Agenda Item #: IV.

To: Mayor and City Council

Item Type:

Other

From: Emily Bodeker, Assistant City Planner

Item Activity:

Subject: Joint Meeting: Heritage Preservation Commission

Discussion, Information

ACTION REQUESTED:

No action requested.

INTRODUCTION:

Discuss the 2021 Work Plan for the Heritage Preservation Commission.

ATTACHMENTS:

2021 Heritage Preservation Commission Work Plan



Commission: Heritage Preservation Commission 2021 Annual Work Plan

Initiative # 1	Initiative Type <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)		
Review and decide on Certificates of Appropriateness (COA) applications for changes to heritage landmark designated properties.	Deliverable: Grant COAs for heritage landmark designated properties	Leads All	Target Completion Date: Continual/Ongoing
Budget Required: No additional funds required			
Staff Support Required: Pre-Application meeting with staff liaison and application review time/report from Staff Liaison and Consultant Vogel.			
Progress Q1: To date, the HPC has processed 4 COAs and one sketch plan project. Three COAs are on the agenda for April 13.			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative # 2	Initiative Type <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)		
Create a virtual walk/tour of the City's Historic Landmark properties to celebrate Preservation Month (May)	Deliverable: Virtual Walking Tour	Leads Darrah Widmoyer Annie Schilling Rachel Pollock	Target Completion Date May
Budget Required: No additional budget required.			
Staff Support Required: 8 hours with GIS Specialist and time to help inform the community of the virtual tour with marketing and communications support.			
Progress Q1: The subcommittee is working on a virtual tour in hopes that it can be accessed by the public in May (Preservation Month).			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative # 3	Initiative Type <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)		
Award the 2021 Heritage Preservation Award during Preservation Month in May.	Deliverable: Award the 2021 Heritage Award	Leads: Bob Cundy Mark Hassenstab	Target Completion Date: May
Budget Required: No additional funds required, funds for the plaque and poster printing costs comes from the Planning Budget			
Staff Support Required: Preservation month poster asking for nominations for the award/marketing requesting nominations			
Progress Q1: Nominations for the Heritage Preservation Award are due Monday, April 5 th .			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative # 4	Initiative Type <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Educate owners and Designate properties as Edina Heritage Landmarks	Deliverable: <ul style="list-style-type: none"> Educate owners and invite owners of determined eligible properties as Edina Heritage Landmarks and recommend to Planning Commission and City Council Create Resources to give to property owners with benefits and reasons to consider designating their properties 	Leads: Jane Lonnquist Mark Hassenstab Rachel Pollock	Target Completion Date: Continual/Ongoing
Budget Required: No funds are anticipated to be required outside of printing costs depending on what resources are created			
Staff Support Required: Depending on what educational materials are decided on, potentially some marketing/design and marketing services. Staff and Liaison Vogel will also support this item and help gather information to share with property owners.			
Progress Q1: The subcommittee has worked on putting together letters, a certificate, postcard, brochure and mailing schedule. Information will also be added and available to the public on the Heritage Landmark webpage.			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative # 5	Initiative Type <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event		
	Council Charge <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)		
Add properties to the Heritage Preservation eligible landmark list	Deliverable: The addition of properties to the City's eligible landmark list	Leads: Michael Birdman Thomas Everson	Target Completion Date: December 2021
Budget Required: Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative. No funds required			
Staff Support Required: How many hours of support by the staff liaison? Communications / marketing support? Liaison and Consultant Vogel will support this initiative by			
Progress Q1: No update.			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Parking Lot: (These items have been considered by the BC, but not proposed as part of this year's work plan. If the BC decides they would like to work on them in the current year, it would need to be approved by Council.)
-Additional virtual tours (teaming up with different commissions on topics ex: Parks, HRRC, etc.)