

**Agenda**  
**City Council Work Session**  
**City of Edina, Minnesota**  
**Community Room**

**Wednesday, July 26, 2017**  
**5:30 PM**

- I. Call To Order
- II. Roll Call
- III. Comp Plan Work Session Agenda
- IV. 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](http://www.edinamn.gov)

**Date:** July 26, 2017

**Agenda Item #:** III.

**To:** Planning Commission Work Session

**Item Type:**

Other

**From:** Kris Aaker, Assistant City Planner

**Item Activity:**

**Subject:** Comp Plan Work Session Agenda

Discussion

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### ACTION REQUESTED:

### INTRODUCTION:

### ATTACHMENTS:

Comp Plan Work Session Agenda

**WORK SESSION OF THE PLANNING COMMISSION  
CITY OF EDINA, MINNESOTA  
COMMUNITY ROOM  
JULY 26, 2017  
5:30 PM**

- I. Role of Planning Commission (Jo Ann & Cary) – (30 Minutes)
  - a. Planning Commission Development Review: Reactive
  - b. Comprehensive Plan: Proactive Guide for Development
  - c. PC thoughts
- II. Comprehensive Plan (Jo Ann) – (30 Minutes)
  - a. SAPs (Start overlapping/begin application process for 70<sup>th</sup> and Cahill)
  - b. Work Sessions – how to be more productive?
- III. Involvement with other Commissions (Jo Ann) – (15 Minutes)
  - a. Liaison activity: attend Commission meetings/how often/goal
  - b. Biko team consultant role: not in contract to attend separate commissions
  - c. PC thoughts on how it is going
- IV. Southdale SAP principles (Cary) – (15 minutes)
  - a. Principles adopted by the City Council to be implemented city wide
  - b. Clarify status of the principles and use
  - c. Next steps
- V. Summary of June 29<sup>th</sup> 44<sup>th</sup> and France workshop, July 18 and 24<sup>th</sup> work group meetings (Jimmy and Sheila) – (20 minutes)
- VI. Other (10 Minutes)
- VII. Adjourn 7:30 PM

## 2018 Comprehensive Plan

### Small Area Plan Working Groups Onboarding Schedule

#### 70<sup>th</sup> and Cahill

July 26 (PC Meeting)	Present working group “greenprint” to Planning Commission for feedback and edits.
August 12 (PC Meeting)	Planning Commission approve “greenprint”
August 13-August 23	Write press release, social media, city extra. Application live by August 23.
September 8	Application deadline
September 11	Send applications to PC members for review.
September 27 (PC Meeting)	Planning Commission approves working group members.
September 28	Applicant notifications set out.
Middle of October	First working group meeting
January 2018	SAP complete

#### 50<sup>th</sup> and France

October 11 (PC Meeting)	Present working group “greenprint” to Planning Commission for feedback and edits.
October 25 (PC Meeting)	Planning Commission approve “greenprint”
October 26-November 8	Write press release, social media, city extra. Application live by November 8.
November 27	Application deadline
November 30	Send applications to PC members for review.
December 13	Planning Commission approves working group members.
December 14	Applicant notifications set out.
January 2018	First working group meeting
April 2018	SAP complete



# Advisory Board and Commission Working Group Greenprint

*This form must be completed prior to a board or commission approving the establishment of a working group.*

**BOARD OR COMMISSION:** Planning Commission

**WORKING GROUP NAME:** Small Area Plan Working Group: ~~44<sup>th</sup> and France~~ 70<sup>th</sup> and Cahill

**WORKING GROUP OBJECTIVE:** Click here to enter text.

**WORKING GROUP CHAIR/CO-CHAIRS:** Click here to enter text.

<b>Project Title</b> A working group may have more than one project.	<del>44<sup>th</sup> and France</del> <u>70<sup>th</sup> and Cahill</u> Small Area Plan
<b>Description</b> Describe the project and how it supports the approved work plan.	The intent is to engage neighborhood residents, businesses, and other stakeholders in the <del>44<sup>th</sup> and France</del> <u>70<sup>th</sup> and Cahill</u> area for the purposes of developing and drafting a Small Area Plan as part of the 2018 Comprehensive Plan Update. The <u>70<sup>th</sup> and Cahill</u> <del>44<sup>th</sup> and France</del> area had previously been identified as an area of potential change in the 2008 Comprehensive Plan. A small area plan was not completed at that time, but will be as part of the 2018 Plan Update.
<b>Purpose</b> Describe the purpose or objective of the project. e.g. develop a process, review the work	The purpose is to complete a Small Area Plan for the <u>70<sup>th</sup> and Cahill</u> <del>44<sup>th</sup> and France</del> area to become an element in the 2018 Edina Comprehensive Plan Update.
<b>Deliverables</b> Tangible or intangible object produced as a result of the project intended to be delivered to the indicated audience.	The deliverable will be a Small Area Plan for <u>the 70<sup>th</sup> and Cahill</u> <del>the 44<sup>th</sup> and France</del> area to be incorporated into the Edina 2018 Comprehensive Plan Update.
<b>Community Benefit</b> How does this project benefit the Edina community?	The Small Area Plan will provide a detailed framework to guide development within the <u>70<sup>th</sup> and Cahill</u> <del>44<sup>th</sup> and France</del> area.
<b>Key Dates</b> Is there an event or a timeframe to complete certain steps?	The planning process for the working group will take place over <del>23</del> -4 months. It is anticipated that the Small Area Plan Work Group will meet at least <del>two</del> - <u>three</u> times during the process and will help facilitate three small area plan workshops, There will be possible additional check-ins with the group as the small area plan is completed and as the city-wide Comprehensive Plan progresses.
<b>Promotion &amp; Implementation</b> What is the plan to share the project findings/completion or how will the completed project be implemented?	The findings and completion of the <u>70<sup>th</sup> and Cahill</u> <del>44<sup>th</sup> and France</del> small area plan will become an element within the city's 2018 Comprehensive Plan Update.
<b>Evaluation</b> How will the group evaluate the findings or end result of the project?	The group will collaboratively produce findings to populate a Small Area Plan.
<b>Duration of the Group</b> Typically six months to two years.	<del>23</del> -4 months
<b>Membership &amp; Time Commitment</b> Working group size cap recommendation is 7 members. Estimate how much time a working group member needs to commit to.	Working Group will consist of <del>7</del> - <u>9</u> members. Time commitment will be attendance at <del>two</del> - <u>three</u> orientation/planning meetings (approximately <del>one</del> - <u>1.5</u> hours each), three workshops for approximately two hours each, and approximately 4-8 hours over the study period for additional outreach.





# Advisory Board and Commission Working Group Greenprint

*This form must be completed prior to a board or commission approving the establishment of a working group.*

## Public Notice & Member Recruitment

Public notice will be given of the formation of any working group and individuals will have a minimum of 14 days after the public notice to express interest to join before members are selected.

Forward the completed Greenprint to MJ Lamon for public notice.

Date of working group approval from board/commission:

~~2/8/2017~~ 2/27/2017

Date for release of public notice:

ASAP

Date for working group member selection (must be at least 14 days after release of public notice date):

March 8, 2017 at the Planning Commission meeting

Date for working group's first meeting:

To be determined



Date: July 19, 2017  
To: City of Edina Planning Commissioners  
From: Bill Smith  
Re: **Policy-Level Directions for the Update Comprehensive Plan**

## **Background**

The consultant team has two responsibilities:

- 1) Preparing three small area plans
- 2) Updating the 2008 Comprehensive Plan

Both efforts will result in policy-oriented documents that will set overall direction and guidance for the city. Additionally, the small area plans and, to a lesser degree, the larger comprehensive plan will identify projects and programs that will be outlined in time-based, implementation plans.

In its role as a body that is focused on the city's future growth and development, the Planning Commission has a part to play in the investigation, discussion and development of policies that will be included in the small area plans and the comprehensive plan.

Work completed in 2015 in *Vision Edina* affirmed the importance of 'place.' The notion of vibrant, diverse, and ecologically sustainable places was reaffirmed in the BIG IDEAS workshop in May 2016 where community members ranked the following as top priority, strategic focus areas:

- Environmental Stewardship
- Transportation Options
- Education Focus
- Commercial Development Mix
- Residential Development Mix
- Regional Leadership
- Population Mix
- Live and Work

Policies addressed by the Planning Commission for inclusion in the comprehensive plan should fall under these broad headings.

Additionally important is the position taken by the Planning Commission that none of these strategic focus areas exists in a vacuum. Instead, each is interrelated with others, and in order to truly become the exceptional community Planning Commissioners want Edina to be, policies guiding the city's future should, where appropriate and feasible, be holistic and include input and ideas from a broad base of knowledge, interests, and expertise.

**COMMUNITY PLANNING AND DESIGN  
LAND USE AND TRANSPORTATION  
POLICY RESEARCH AND ANALYSIS**

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III A.

**Getting Started (Suggested Time Line and Actions)**

1. August:

Determine which of the city's commissions (and other municipal entities) is best suited to lead the investigation, discussion, and development of policies for each of the identified focus areas.

Suggested pairings are:

Strategic Focus Area		City Commissions and Institutions
Environmental Stewardship	↔	Energy and Environment Commission
Transportation Options	↔	Transportation Commission
Education Focus	↔	Arts and Culture Commission Heritage Preservation Commission Student Commission Parks and Recreation Commission Community Health Commission
Commercial Development Mix	↔	Planning Commission Economic Development
Residential Development Mix	↔	Planning Commission Transportation Commission
Regional Leadership	↔	All Commissions and Institutions
Population Mix	↔	Human Rights Commission Race and Equity Services Working Group
Live and Work	↔	Planning Commission Transportation Commission

2. August:

Planning Commissioners engage staff liaisons in a discussion about the need to implement a process where the city's commissions work together, across disciplines, to develop holistic policies for inclusion in the comprehensive plan. The mission and goal statements of each commission are distributed to others to ensure cross-discipline understanding of each commissions focus and interests.

3. August:

Planning Commission develops a framework for distribution to the city's commissions and institutions. The framework is built on the matrix that was developed for the Boards and Commissions Workshop, held in April 2017. Each commission and institution completes the framework, listing its own policy focus including future, concept-level policies for inclusion in the comprehensive plan and additional conceptual policies where there is overlap with other commissions and institutions.

III A.



INTEGRATED POLICY DIRECTIONS

	Arts & Culture	Economic Development/ Planning Commission	Energy & Environment	Community Health	Heritage Preservation	Human Rights	Parks & Recreation	Race & Equity	Students	Transportation/ Planning Commission
Arts & Culture										
Economic Development/ Planning Commission										
Energy & Environment										
Community Health										
Heritage Preservation										
Human Rights										
Parks & Recreation										
Race & Equity										
Students										
Transportation/ Planning Commission										

III  
A.

4. September:  
The completed framework is submitted to the Planning Commission for review and analysis. The analysis will identify areas of overlap, determine where cross discipline integration is feasible and help determine which Planning Commissioner is best suited to take major responsibility for a particular policy's refinement and development.
5. October – December:  
Planning Commissioners, working with their commissions (and others where there are integrated policies), conduct research on concept policies to gather facts, review experiences from other communities, review precedents, hold discussions, and parse language. Refine concept-level policies and produce draft policies.
6. January:  
Draft policies are presented to the Planning Commission for approval. Members of the city's commissions and institutions participate in the presentations. Once approved, the policies are further refined for inclusion in the comprehensive plan.

# France Avenue Southdale Area Working Principles and Supporting Questions

(June 16, 2015)

Element	Working Principle and Supporting Questions
Give-to-Get; Plan & Process	<p><b>Allow latitude to gain tangible and intangible outcomes aligned with the district principles.</b></p> <ol style="list-style-type: none"> <li>1 How does the proposal contribute to the realization of the principles for the district?</li> <li>2 How can the proposal move beyond the principles for the district?</li> <li>3 What tangible and intangible outcomes might be offered by the proposal but cannot be achieved by the project on its own?</li> <li>4 What does the proposal offer as a way of balancing those outcomes provided by others?</li> <li>5 What alternatives were explored to arrive at a proposal that is best aligned with the principles and the opportunities of the district?</li> </ol>
Edina Cultural Preferences; Identity	<p><b>Advance quality through thoughtful and artful design of buildings and publicly accessible spaces, highlighted human activity, and enhanced economic vibrancy.</b></p> <ol style="list-style-type: none"> <li>1 Discuss the materials and construction techniques intended for the building and the site with attention directed to ensuring an enduring quality is achieved, especially considering whether the proposal is a background or foreground element of the district.</li> <li>2 What qualities of the proposal will be most valued by the community in 50 years?</li> <li>3 Describe the ways in which the proposal highlights human activity in the building and on the site, especially when viewed from adjacent or nearby public ways?</li> <li>4 In what ways does the proposal enhance the economic vibrancy of the district?</li> <li>5 How does the proposal adapt itself to changing economic opportunities of the community and the district?</li> </ol>
District Function	<p><b>Look beyond baseline utilitarian functions of a single site to create mutually supportive and forward-looking infrastructure sustaining the district.</b></p> <ol style="list-style-type: none"> <li>1 Describe the ways in which the proposal is self-supporting related to on- and off-site infrastructure and resources.</li> <li>2 What impacts does the proposal pose on existing on- and off-site infrastructure?</li> <li>3 What elements of the proposal support infrastructure needs of adjacent or nearby sites?</li> </ol>

- 4 Describe the infrastructure features of the proposal that are truly extraordinary by relating the performance of those features to current standards, requirements, or best practices.
- 5 How the proposal relies on infrastructure of the district for baseline performance?

#### Comprehensive Connections; Movement

#### **Foster a logical, safe, inviting and expansive public realm facilitating movement of people within and to the district.**

- 1 What features and amenities does the proposal lend to the public realm of the district?
- 2 What features and amenities does the proposal introduce to extend the sense of an expansive and engaging public realm to its site?
- 3 Demonstrate the ways in which the proposal supports pedestrians and bicyclists movement and identify those nearby district features that are important destinations.
- 4 What features does the proposal employ to ensure a safe and inviting pedestrian experience on the site?
- 5 ...

#### Site Design; Transitions

#### **Encourage parcel-appropriate intensities promoting harmonious and interactive relationships without "leftover" spaces on sites.**

- 1 How does the proposal relate in terms of scale to its neighbors?
- 2 How does the proposal make full use of the available site, especially those portions of the site not occupied by parking and buildings?
- 3 How does the proposal interact with its neighbors?
- 4 Describe the zones of activity created by the proposal and compare those areas to zones of activity on adjacent and nearby sites.
- 5 ...

#### Health

#### **Advance human and environmental health as the public and private realms evolves.**

- 1 How does this proposal enhance key elements of environmental health (air, water, noise, habitat)?
- 2 How does proposal mitigate any negative impacts on environmental health on its own site?
- 3 How does proposal provide for a healthful environment beyond the current condition?
- 4 Describe ways in which human health needs are advanced by the proposal.
- 5 ...

#### Innovation

#### **Embrace purposeful innovation aimed at identified and anticipated problems.**

- 1 Identify the problems posed by the proposal or the district requiring innovative solutions and describe the ways in which the proposal responds?
- 2 Describe the metrics to be used to compare the innovations posed by the proposal.

- 3 For those solutions posed by the proposal as innovative, describe how they might become “best practices” for the district.
- 4 Describe innovations in systems and aesthetics and the ways in which systems and aesthetics for integrated solutions.
- 5 Describe other projects where innovations similar to those included in the proposal have been employed.

#### Land Use; Live-able Precincts

**Promote well-balanced aggregations of “come to” and “stay at” places focused on human activity and linked to an engaging public realm.**

- 1 How does the proposal complement the mix of uses in the district?
- 2 Describe the proposal in terms of “come to” and/or “stay at” places.
- 3 What adjacent or nearby “come to” or “stay at” places does the proposal rely on for vitality?
- 4 Demonstrate the flows of activity generated by the site during a typical weekday and weekend day.
- 5 In what ways does the proposal interact with surrounding sites to encourage an engaging public realm?

#### Economic Vitality

**Ensure every component contributes to the sustained economic vitality of the district and the community.**

- 1 Describe the proposal in terms of its economic contributions to the district.
- 2 How does the proposal enhance development on adjacent or nearby sites?
- 3 What features of the site or district limit the potential of the proposal from being fully realized?
- 4 Why is the proposal best situated on its proposed site from the perspective of economic vitality?
- 5 How does the proposal make the district and the community a better place?



**44th/France Small Area Plan  
Draft Proposed Schedule**

<b>DATE</b>	<b>ACTIVITY</b>
Thursday, 6/29	First Community Meeting
Week of July 3 through 7	Consultant Workshop
Tuesday, July 18	SAPWG to discuss outcomes from June 29 and review consultant's conceptual alternatives
Thursday, August 31	Second Community Meeting for review and comment on conceptual alternatives
Week of September 5	Consultant Workshop
Tuesday, September 19	SAPWG to review and comment on refined conceptual alternatives and select preferred alternatives
Thursday, September 28	Third Community Meeting for review and comment on draft final alternatives

## 44th & France – Small Area Plan Work Group Meeting 3 - Summary

### Date/time/location

- Tuesday, July 18, 2017
- 7:00 – 9:00 p.m.
- Weber Park Building (4115 Grimes Ave S, Edina, MN 55416)

### Purpose

- Review community meeting results and technical analysis
- Discuss guiding principles
- Discuss draft design concepts

### Handouts

- Community Meeting 1 Summary Report
- Draft Guiding Principles

### Action Items

- SAPWG to review draft guiding principles document and respond to Jimmy Bennet with comments by the end of the day, August 1, 2017
- Bill Smith to find the year of the traffic counts and provide an update at the next meeting
- Rebecca Sorenson to confirm availability of Morningside Community Church for a community meeting in August or September

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### 1. Welcome/Introductions

Jimmy Bennet and Sheila Berube (chair) convened the meeting and led introductions.

### 2. Project updates

The consultant team provided the group an update on the community meeting held on June 29, 2017, and presented the technical analysis completed by the team to-date.

### 3. Guiding Principles

Discussion focused on draft Guiding Principles, which were developed by the consultant team for consideration by the Work Group. The draft Guiding Principles were prepared based on a distillation of input received from the community at the first Community Meeting for the 44th/France SAP. That meeting was held on June 29 at the Edina Public Works Building.

The draft Guiding Principles are outlined below:

#### *01. Create a Safe, Inviting and Connected Public Realm*

- Prioritize pedestrians first: — reduce curb cuts and driveways; widen sidewalks; improve crosswalks; slow traffic
- Promote health through walking and biking —establish safe routes for all ages
- Create a community 'green' or plaza for gathering — 'placemaking' that reflects the character of the community and a comfortable place to convene
- Remove visual clutter — excessive signage, above ground utilities, billboards, etc.
- Strengthen the cohesiveness of the building frontages — eliminate 'missing teeth'
- Enhance multimodality — bikes/bike-sharing; safe access to transit; car-sharing, etc.



- Incorporate public art — enhance neighborhood identity and livability

*02. Strengthen District/Neighborhood Identity*

- Buildings should contribute to a vibrant streetscape
- Retain distinctiveness, local flavor, intimacy, scale, activities
- Preserve historically significant buildings; reuse and restore buildings
- Confine taller buildings to France Avenue
- Building scale should transition smoothly back into the neighborhood
- Promote architectural variety and district cohesiveness

*03. Organize and Consolidate Parking*

- Provide parking without compromising the public realm — minimize curb cuts/driveways
- Locate parking behind or beneath buildings
- Create district parking (smaller scale version of 50th/France)
- Review location of on-street parking to allow wider sidewalks (especially on France Ave)
- Resolve issues with service/delivery and parking

*04. Strengthen Mix of Land Uses*

- Increase variety of housing and commercial options in the area
- Promote local flavor — this is a neighborhood commercial hub; not 50th/France
- Provide necessary goods and services to promote walking/biking to the center
- Allow appropriately located housing, commercial, office and public uses
- Augment rather than compete with land uses across France Ave. — work together across city boundaries

*05. Promote Sustainability and Resiliency*

- Establish/reestablish the urban forest
- Develop sustainable, integrated water management strategies
- Develop more efficient district systems to manage/reuse water, harvest energy, manage waste, etc.
- Design for adaptability and changing needs over time (less individual car use; car and bike sharing)
- Provide universal accessibility
- Provide equitable options for housing, businesses and retail

*06. Develop Supportive City Policies*

- Consider form-based zoning to relax land use restrictions and encourage the unique, “bohemian” character of the district.
- Explore zoning modifications to allow flexibility in building scale and land use in exchange for financing an excellent public realm and creating civic space
- Explore pedestrian overlay zone to enhance walkability and ensure pedestrian primacy.
- Explore Business Improvement District (B.I.D.) to ensure a high level of maintenance in the district.

A question was raised by one of the Work Group members about Guiding Principle 02. Strengthen District/Neighborhood Identity. The question concerned the lack of specificity about building height, building scale, density, and the transition from France Avenue west to single family residential uses.

There were various opinions on these topics, but no firm conclusions were reached. One opinion expressed by three of the Work Group members was that the language in the Guiding Principles was too vague and that height limits should be specifically addressed in the 44th/France Small Area Plan.



The meeting was attended by 14 residents, some of whom interrupted the Work Group's discussion and the consultant team's efforts to explain the principles. Some of the Work Group members appeared to be speaking on behalf of the residents rather than fully participating in frank and thoughtful discussions with other Work Group members about the principles.

The building height, building scale, density, and transition points in the Guiding Principles were the only issues that were discussed. Nearly all the remaining principles, except parking, were presented without disagreement or question.

The notion of 'district parking' raised concerns, as one Work Group member questioned:

- The willingness of property owners to cooperate in a 'district parking' scenario
- The incidence of costs associated with implementing a 'district parking' model similar to 50th/France

#### **4. Public Participation and SAPWG Protocols**

With the many interruptions from residents and the attention drawn to the issues of building height, building scale, density, and the transition, time was not available to present or discuss the alternative concepts. It was agreed the Work Group would meet on the morning of Monday, July 24 (7:00 – 9:00 am) to review the concepts.

The behavior of the public and some members of the Work Group at the meeting demonstrated the need to address public participation in the small area planning and design process.

##### *1. 44th/France Small Area:*

A precedent has been established where the public has been invited to attend the 44th/France Work Group meetings. For obvious reasons, it would be ill-advised to reverse this course, and invitations to the public at-large to attend Work Group meetings will continue.

At the same time, it is recognized that Work Group members should come to meetings with opened minds and should be prepared to hear differing opinions and engage in discussion and debate before reaching conclusions. The public's participation in the July 18 Work Group meeting prevented these things from happening.

As the consultant team moves forward through the process at 44th/France, efforts should be made to make it clear that Work Group meetings are meeting the public can attend and they can observe. They should not be allowed to participate, however. There are other opportunities for the general public to participate in the process (i.e., three community meetings, direct conversations with staff, etc.). Additionally, Work Group members will need to be reminded of their roles and responsibilities; chief among these is to be prepared to participate in a process where opinions are reached after there has been frank, respectful discussion.

##### *2. Future Small Areas:*

While the precedent has been set for the 44th/France planning and design effort, nothing has yet been established for 70th/Cahill and 50th/France. It is recommended that from the beginning, staff and the consultant team should do a better job defining the roles of all participants in the process.

Recommended points deserving clarification are:

- Work Group roles and responsibilities:
  - Accept two-way learning principles
  - Commit to being an independent thinker who reaches conclusions after participating in discussions with other Work Group members, staff, and consultants. Work Group members are not merely voices of public opinion.
  - Required to become informed on issues that will be addressed in the small area planning and design process. Work Group members should not base their opinions only on anecdotal information.
- Public At-Large:



- Review and comment on work and recommendations completed by the Work Group and consultant team at public meetings and other events where the public's opinion is explicitly sought.
- Should not participate in Work Group meetings where the Work Group is in deliberation, discussion, and debate.

### **Public comment**

One resident interrupted the meeting with strong feelings about limiting growth in traffic congestion and density in the area. Six members of the public spoke at the end of the meeting during the public comment period and spoke about issues related to building height and density, as they relate to the guiding principles.

### **5. Adjourn**

The meeting adjourned at approximately 9:15 p.m.