



**REGULAR CITY COUNCIL MEETING
RICHFIELD MUNICIPAL CENTER, COUNCIL CHAMBERS
NOVEMBER 27, 2018
7:00 PM**

INTRODUCTORY PROCEEDINGS

Call to order

Open forum (15 minutes maximum)

Each speaker is to keep their comment period to three minutes to allow sufficient time for others. Comments are to be an opportunity to address the Council on items not on the agenda. Individuals who wish to address the Council must have registered prior to the meeting.

Pledge of Allegiance

Approval of the minutes of the: (1) Special concurrent City Council, Housing and Redevelopment Authority, and Planning Commission work session of November 13, 2018; (2) Regular City Council meeting of November 13, 2018; (3) Special City Council work session of November 16, 2018; and (4) Special City Council meeting of November 17, 2018.

PRESENTATIONS

1. Proclamation recognizing City Manager Steven L. Devich
2. Gordon Vizecky, President of Richfield Tourism Promotion Board, Inc.
3. Annual meeting with the Civil Service Commission

COUNCIL DISCUSSION

4. Hats Off to Hometown Hits

AGENDA APPROVAL

5. Approval of the Agenda
6. **Consent Calendar contains several separate items, which are acted upon by the City Council in one motion. Once the Consent Calendar has been approved, the individual items and recommended actions have also been approved. No further Council action on these items is necessary. However, any Council Member may request that an item be removed from the Consent Calendar and placed on the regular agenda for Council discussion and action. All items listed on the Consent Calendar are recommended for approval.**
 - A. Consideration of the approval of the first reading of an ordinance amendment to the Richfield City Code Appendix D (Fee Schedule) related to planning and zoning fees and schedule a public hearing and second reading for December 11, 2018.

7. Consideration of items, if any, removed from Consent Calendar

PROPOSED ORDINANCES

8. Consideration of the approval of the first reading of an ordinance rezoning properties on the north side of 66th Street at Queen Avenue as Planned Multi-Family Residential (PMR) and consideration of the approval of the first reading of a transitory ordinance vacating Queen Avenue and a portion of Russell Avenue between 65th ½ Street and 66th Street and schedule a public hearing and second reading for December 11, 2018.

Staff Report No. 211

OTHER BUSINESS

9. Consideration of the appointment of Administrative Services Director/Assistant City Manager Pam Dmytrenko as Interim City Manager.

Staff Report No. 212

CITY MANAGER'S REPORT

10. City Manager's Report

CLAIMS AND PAYROLLS

11. Claims and Payrolls

Open forum (15 minutes maximum)

Each speaker is to keep their comment period to three minutes to allow sufficient time for others. Comments are to be an opportunity to address the Council on items not on the agenda. Individuals who wish to address the Council must have registered prior to the meeting.

12. Adjournment

Auxiliary aids for individuals with disabilities are available upon request. Requests must be made at least 96 hours in advance to the City Clerk at 612-861-9738.



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Special Concurrent City Council, Housing and Redevelopment Authority and Planning Commission Work Session

November 13, 2018

CALL TO ORDER

The work session was called to order by Mayor Elliott at 6:15 p.m. in the Bartholomew Room.

Council Members Present: Pat Elliott, Mayor; Maria Regan Gonzalez; Edwina Garcia; Michael Howard and Simon Trautmann.

HRA Members Present: Mary Supple, Chair; Erin Vrieze Daniels; Sue Sandahl; Pat Elliott; and Michael Howard.

Planning Commission Members Present: Sean Hayford Oleary, Chair; Allysen Hoberg; Susan Rosenberg.

Planning Commission Absent: Bryan Pynn; Kathryn Quam; James Rudolph; and Daniel Kitzberger.

Staff Present: Steven L. Devich, City Manager; John Stark, Community Development Director; Julie Urban, Housing Manager; Kate Aitchison, Housing Specialist; and Jared Voto, Executive Aide/Analyst.

Item #1

EMERSON LANE REDEVELOPMENT

Housing Specialist Aitchison presented on the history of the site. The Housing and Redevelopment Authority (HRA) purchased the property in 2005, hired a design architect to sketch out possibilities for the property, and in 2007 released an RFP for developers that received no responses. She showed a video walkthrough of the property. She discussed internal opportunities for the City's use of the site and outside interests since summer of 2014 to summer of 2018. She discussed a current development proposal by Endres Custom Homes for five homes with list price of approximately \$330-340,000. Lastly, she also discussed the financials of the property, including the amount the HRA has spent thus far and a number of scenarios including: do nothing; sell as vacant land; divide and sell; transfer to recreation services; development of one home; development of three homes; and development of five homes.

Council Members, HRA Commissioners and Planning Commissioners asked questions of staff about the sound wall, the roadway being public versus private, the number of proposed homes, what is included in the development costs estimates, the annual cost and replacement costs of the public roadway compared to the tax revenue from new homes, and sewer and water access to the property.

Mayor Elliott invited Dustin Endres, Endres Custom Homes, to the table to speak and answer questions.

Commissioner Sandahl asked Mr. Endres about the type of home.

Mr. Endres stated the homes would be 4 bedroom, 3 bath, and 2,145 square feet. He stated it is a popular floor plan and built five of these homes in the north east of Richfield last summer. He stated he has two people who have reserved lots if this proposal moves forward and four others who are interested.

Mayor Elliott asked staff about the affordable housing plan and if it was applicable to this proposal.

Housing Manager Urban outlined the affordable housing plan requires over a 3-year period the City expects 20% to be affordable. She stated they would have to recalculate the numbers, and that these would not be affordable, and staff would have to look into another area to ensure the 20% are affordable. She mentioned that currently the City is at around 30% affordable, but these numbers would need to be recalculated.

Commissioner Hoberg commented about including affordability into new developments and not falling back on not including it because we are already at 30% affordable, and having the housing plan incorporate affordable housing especially on the west side.

Mayor Elliott invited homeowners near the proposed development to speak.

Jody Powell, 6800 Emerson Lane, discussed their factors in purchasing their home being near Wood Lake Nature Center and the vacant lot behind their home. She asked how they would be compensated for the loss in value for their home.

Mayor Elliott responded he wasn't certain there would be a loss in value.

John Stark responded that they have tracked this in larger projects and in other areas — Sheridan and 76th St — and the values have risen. He stated they could look at the assessed value of the homes near there.

Ms. Powell asked about the width of the road and the ability for emergency vehicles in the area. She commented on changing the character of the neighborhood with five additional homes in a space where there was previously one or none and asked about the timeline.

Housing Manager Urban responded that there is no timeline at this point, they are seeking guidance from policy makers and mentioned if the proposal moved forward there would be a neighborhood meeting before approvals were considered.

Jerri Scott, 6608 Emerson Ave S, shared her concern about placing five homes and the increased traffic that would come into the street. She also was concerned about the height of these home compared to the ramblers currently there and asked the height to be reduced.

Paul Zobeck, 6714 Emerson Ave S, asked about the proposed costs of purchasing the lot.

Housing Manager Urban responded that they estimated \$60,000 per lot based on previous values.

Mr. Zobeck asked if neighbors had the potential to purchase the lot outright. He commented they purchased in 2009 and the driving force to purchase it was not having neighbors behind them and he was more in favor of one home than five homes.

April Pream, 6639 Emerson Ave S, commented on the quiet nature of the block and asked about the look of the proposed homes.

Urban stated they are the same model but they would change the roof lines and colors and would expect that from the builder.

Ms. Preem stated it would be helpful to see how the homes would actually look. She asked about the annual costs of maintaining the property currently and commented on the range of property values on the block and that any homes on the block above the price of the new homes might reduce in their value and those below the price of the new homes might increase in value.

Mayor Elliott commented on the availability of homes in Richfield and the limited options of lots for the HRA to purchase.

Urban asked the policymakers if there was an option they wanted staff to pursue.

Mayor Elliott did not see this project moving forward while he was on the Council and deferred to the other Council Members.

Council Member Regan Gonzalez stated she did not feel comfortable with the five house proposal.

Council Member Trautmann stated he shared questions about the property if the City is not gaining revenue from the development or sale and taking on certain costs with the public road.

Planning Commission Chair Hayford Oleary stated it is worse if it is three houses than five houses if it has to be a public road and considered if it was better to stay vacant, as it doesn't seem feasible with three homes.

Council Member Howard suggested to have another work session in 2019.

ADJOURNMENT

The work session was adjourned by unanimous consent at 7:00 p.m.

Date Approved: November 27, 2018

Pat Elliott
Mayor

Jared Voto
Executive Aide/Analyst

Steven L. Devich
City Manager



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Regular Meeting

November 13, 2018

CALL TO ORDER

The meeting was called to order by Mayor Elliott at 7:04 p.m. in the Council Chambers.

Council Members Present: Pat Elliott, Mayor; Maria Regan Gonzalez; Edwina Garcia; Michael Howard; and Simon Trautmann.

Staff Present: Steven L. Devich, City Manager; Mary Tietjen, City Attorney; Pam Dmytrenko, Administrative Services Director/Assistant City Manager; John Stark, Community Development Director; Jay Henthorne, Chief of Police; Kristin Asher, Public Works Director; Jim Topitzhofer, Recreation Services Director; Karen Schragg, Wood Lake Nature Center Manager; Jack Broz, Transportation Engineer; Julie Urban, Housing Manager; and Jared Voto, Executive Aide/Analyst.

OPEN FORUM

Kathleen Balaban, 6526 Stevens Ave, discussed her reading of Council and commission minutes, watching public meeting, and seeing a management style of negative response management or management by negative response. She submitted her comments in writing to the Council.

PLEDGE OF ALLEGIANCE

Mayor Elliott led the Pledge of Allegiance.

APPROVAL OF MINUTES

M/Howard, S/Garcia to approve the minutes of the: (1) Regular City Council meeting of October 23, 2018; and (2) Special City Council work session of October 30, 2018.

Motion carried 5-0.

Item #1

ANNUAL MEETING WITH THE COMMUNITY SERVICES COMMISSION

Lisa Rudolph, Chair of the Community Services Commission, presented the annual report for the Commission.

Item #2	ANNUAL MEETING WITH THE ARTS COMMISSION
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Joyce Marie, Co-chair of the Arts Commission, presented the annual report for the Commission.

Item #3	ORGANICS DROP-OFF SITE KICK-OFF
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Recreation Services Director Topitzhofer, Wood Lake Nature Center Manager Schragg, and GreenCorps Member Rachel Lindholm discussed the launch of drop-off organics in Richfield, with collection sites at Wood Lake Nature Center and Hope Church. This project is funded by a grant received from Hennepin County.

Item #4	PROCLAMATION: EDWINA GARCIA DAY IN THE CITY OF RICHFIELD AND STATE OF MINNESOTA ON MONDAY, NOVEMBER 26, 2018
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Mayor Elliott read the proclamations declaring Monday, November 26, 2018, as Edwina Garcia Day in the City of Richfield and State of Minnesota.

Council Member Garcia thanked her Council colleagues, City Manager Devich, and the citizens of Richfield for being a great Urban Hometown.

Council Member Regan Gonzalez read comments from her friends and colleagues congratulating Council Member Garcia.

Mayor Elliott recessed the meeting for at 7:44 p.m. to allow Council Member Garcia to thank members of the audience.

Mayor Elliott reconvened the meeting at 7:53 p.m.

Item #5	COUNCIL DISCUSSION <ul style="list-style-type: none">Hats Off to Hometown Hits
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Mayor Elliott thanked Council Member Garcia for all her work.

Council Member Regan Gonzalez spoke regarding the reception for candidates for City Manager on Friday, November 16 from 5:30 to 6:45 p.m. at Richfield City Hall; and thanked Council Member Garcia for her mentorship.

Council Member Howard thanked Council Member Garcia and spoke about her humor, mentorship, and sense of history and respect for the institution of government and service to it.

Council Member Trautmann thanked Council Member Garcia for all of her work and welcomed their ability to continue working together; and thanked Recreation Services Director Topitzhofer for his leadership and congratulated him on his retirement at the end of the year.

Council Member Garcia thanked the Council for everything and promised to continue their work.

Item #6	APPROVAL OF THE AGENDA
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M/Howard, S/Trautmann to approve the agenda.

Motion carried 5-0.

Item #7	CONSENT CALENDAR
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City Manager Devich presented the consent calendar.

- A. Consideration of the approval of the Richfield Pedestrian Master Plan. (S.R. No. 193)
- B. Consideration of the adoption of a resolution authorizing the purchase of two temporary construction easements and one permanent right-of-way easement at 7601 18th Ave. S. related to the 77th Street Underpass Project. (S.R. No. 194)

RESOLUTION NO. 11563
RESOLUTION AUTHORIZING THE CITY OF RICHFIELD TO MAKE
PAYMENTS FOR THE PURCHASE OF TEMPORARY AND
PERMANENT RIGHT-OF-WAY CONSTRUCTION EASEMENTS AT
7601 18TH AVENUE SOUTH FOR CONSTRUCTION OF THE 77TH
STREET UNDERPASS PROJECT

This resolution appears as Resolution No. 11563.

- C. Consideration of the adoption of a resolution authorizing a Master Partnership Contract between the City of Richfield and Minnesota Department of Transportation (MnDOT). (S.R. No. 195)

RESOLUTION NO. 11564
RESOLUTION AUTHORIZING THE CITY OF RICHFIELD TO ENTER
INTO A MASTER PARTNERSHIP CONTRACT WITH THE MINNESOTA
DEPARTMENT OF TRANSPORTATION

This resolution appears as Resolution No. 11564.

- D. Consideration of the approval of setting a public hearing to be held on December 11, 2018, for the consideration of the renewal of On-Sale Intoxicating and Sunday Liquor licenses for 2019 for El Tejaban Mexican Grill, LLC d/b/a El Tejaban Mexican Grill, Thompson's Fireside Pizza, Inc. d/b/a Fireside Foundry, Frenchman's Pub, Inc. d/b/a Frenchman's, VPC Richfield Pizza, LLC d/b/a Giordano's of Richfield, Wiltshire Restaurants, LLC d/b/a Houlihan's Restaurant & Bar, Paisan, Inc. d/b/a Khan's Mongolian Barbeque, Lyn 65, LLC d/b/a Lyn 65 Kitchen & Bar, Lyndale Smokehouse, LLC d/b/a Lyndale Smokehouse, Pizza Luce VII, Inc. d/b/a Pizza Luce, Fred Babcock VFW Post 5555 d/b/a Four Nickels Food & Drink and Minneapolis-Richfield American Legion Post 435. (S.R. No. 196)
- E. Consideration of the approval of setting a public hearing to be held on December 11, 2018, for the consideration of the renewal of Pawnbroker and Secondhand Goods Dealer licenses for 2019 for Metro Pawn and Gun, Inc. (S.R. No. 197)

- F. Consideration of the approval of setting a public hearing to be held on December 11, 2018, for the consideration of the renewal of On-Sale Wine and On-Sale 3.2 Percent Malt Liquor licenses for 2019 for Chipotle Mexican Grill of Colorado, LLC d/b/a Chipotle Mexican Grill, Davanni's, Inc. d/b/a Davanni's Pizza & Hot Hoagies, Joy's Pattaya Thai Restaurant, LLC d/b/a Joy's Pattaya Thai Restaurant, LRFC, LLC d/b/a Local Roots Food & Coffee, Los Sanchez Taqueria #2, LLC d/b/a Los Sanchez Taqueria, Minnesota Junior Hockey Group, LLC d/b/a Minnesota Magicians (located in the Richfield Ice Arena), My Burger Operations, LLC, d/b/a My Burger, Patrick's French Bakery, Inc. d/b/a Patrick's Bakery & Café, Henry Thou d/b/a Red Pepper Chinese Restaurant. (S.R. No. 198)
- G. Consideration of the approval of the renewal of a contract with Chief's Towing, Inc., for Public Safety towing services for December 1, 2018, through November 30, 2019. (S.R. No. 199)
- H. Consideration of the adoption of a resolution to accept a grant of \$3,114 from the Office of Justice Programs for bullet proof vests. (S.R. No. 200)

RESOLUTION NO. 11565
RESOLUTION APPROVING THE GRANT WITH THE U.S.
DEPARTMENT OF JUSTICE, OFFICE OF JUSTICE PROGRAMS AND
RICHFIELD POLICE FOR BULLETPROOF VESTS

This resolution appears as Resolution No. 11565.

- I. Consideration of approval of an Electronic Funds Transfer Policy. (S.R. No. 201)
- J. Consideration of the approval of a Personal/Professional Service Agreement with Hennepin County to implement a grant project to operate two organics drop-off sites, one at Wood Lake Nature Center and another in partnership with Hope Church. (S.R. No. 202)
- K. Consideration of the approval of an agreement with Hope Presbyterian Church to operate an organics drop-off site on Church premises at 7132 Portland Avenue for a two-year period. (S.R. No. 203)
- L. Consideration for the adoption of a resolution designating polling places for 2019. (S.R. No. 204)

RESOLUTION NO. 11566
RESOLUTION DESIGNATING POLLING PLACES FOR 2019

This resolution appears as Resolution No. 11566.

M/Elliott, S/Trautmann to approve the consent calendar.

Motion carried 5-0.

Item #8	CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM THE CONSENT CALENDAR
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None.

Item #9	CONSIDERATION OF THE ADOPTION OF A RESOLUTION GRANTING A SUBDIVISION WAIVER, ALLOWING THE DIVISION OF 6933 OLIVER AVENUE INTO THREE LOTS. (S.R. NO. 205)
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Council Member Trautmann presented Staff Report No. 205.

Mayor Elliott invited members of the audience who filled out open forum cards to speak on the item.

Michelle Waller, 6925 Oliver Ave S, spoke regarding her opposition to the subdivision waiver and development and asked for the city to consider two lots, not three.

Steve McPherson, 6805 Oliver Ave S, spoke regarding his opposition to the subdivision waiver and development and stated two homes would be sufficient.

Austin DaRoza, 6945 Oliver Ave S, spoke regarding his household's opposition to the subdivision waiver and development of three homes.

Ellen Lees, 6932 Oliver Ave S, spoke regarding her opposition to the subdivision waiver and development, stating that three homes are too many for the area and added there are drainage issues in the area.

Dave Cole, 6912 Oliver Ave S, spoke regarding his opposition to the subdivision waiver and development of three homes on the lot.

Mike Smith, 6928 Oliver Ave S, spoke regarding his opposition to the subdivision waiver, development, and removal of trees from the lot.

Amber Crogan, 6921 Oliver Ave S, spoke regarding her opposition to the subdivision waiver and development.

Kyle Peterson, 6908 Oliver Ave, spoke regarding his opposition of the subdivision waiver and development.

Dustin Endres, Endres Custom Homes and applicant, spoke in response to the neighbor's opposition to the subdivision waiver and development of three homes on the property.

Council Member Trautmann stated that it is important to not set precedents on lot widths and that there are very few places in Richfield that can build step-up housing, and this is an opportunity for that. He discussed keeping consistency in the neighborhood and stated his support for two lots, as opposed the three, on the property.

Council Member Howard thanked neighbors for sharing their concerns and stated this is a challenge of balancing our current housing stock and building more move-up housing. He asked staff if there had been drainage issues on other developments.

Assistant Community Development Director Poelhman responded that staff reviews and approves elevations and impervious space and ensures water flows where it is supposed to. If there are drainage issues after homes are built those are addressed.

Council Member Howard asked about lot sizes on this block and examples of lots, the same width of the proposed lots, around the city.

Community Development Director Stark responded that this block has 18 properties, excluding the subject property, and the majority is 52 feet or less. He discussed the reasoning for staff's recommendation and that the lot sizes throughout the city vary greatly.

Council Member Howard discussed his support of the motion and in saw it in conformance with the City's goals.

Council Member Regan Gonzalez thanked the neighborhood for sharing their concerns. She stated considering the goals of the City and the opportunities to increase housing diversity in the City, she favored the motion.

Council Member Garcia stated her support.

Mayor Elliott stated he knows the neighborhood and the neighbors. He discussed a house in the nearby built by Mr. Endres and the size of the home that can be built on a lot. He stated he would abstain from voting.

Council Member Trautmann made a motion to not adopt a resolution granting a subdivision waiver for 6933 Oliver Avenue. This motion was not seconded and Council Member Trautmann withdrew the motion.

M/Trautmann, S/Regan Gonzalez to adopt a resolution granting a subdivision waiver for 6933 Oliver Avenue.

RESOLUTION NO. 11567
RESOLUTION AUTHORIZING A SUBDIVISION WAIVER FOR 6933
OLIVER AVENUE

Motion carried 3-1. Council Member Trautmann opposed and Mayor Elliot abstained. This resolution appears as Resolution No. 11567.

Item #10	CONSIDERATION OF THE ADOPTION OF A RESOLUTION APPROVING A SUBMITTAL OF THE RICHFIELD 2040 COMPREHENSIVE PLAN TO THE METROPOLITAN COUNCIL. (S.R. NO. 206)
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Council Member Howard presented Staff Report No. 206.

Lance Bernard, Project Manager with HKGi, presented on the comprehensive plan requirements, the planning process, highlighted key chapters of the comprehensive plan, and on-going topics to monitor.

Assistant Community Development Director Poehlman stated there was a map of the 2030 plan and the proposed 2040 plan that shows how few properties changed land use designations. She stated a lot of the changes relate to reducing categories and aligning districts to current status. Two policy changes are the Chamberlain project and north on 16th Avenue were guided as regional and guided to medium density housing.

Council Member Howard invited members of the public to look at the comprehensive plan and read the vision statement.

Mayor and Council Members thanked the community and staff for their work on the comprehensive plan.

M/Howard, S/Garcia to adopt a resolution approving a submittal of the Richfield 2040 Comprehensive Plan to the Metropolitan Council.

RESOLUTION NO. 11568
RESOLUTION APPROVING A SUBMITTAL OF THE RICHFIELD 2040
COMPREHENSIVE PLAN TO THE METROPOLITAN COUNCIL

Motion carried 5-0. This resolution appears as Resolution No. 11568.

Item #11	CONSIDERATION OF THE ADOPTION OF A RESOLUTION INCREASING THE RICHFIELD TOURISM PROMOTION BOARD (RTPB) FROM FIVE TO SEVEN DIRECTOR POSITIONS AND AUTHORIZING THE RTPB AND CITY STAFF TO MAKE RECOMMENDATIONS TO THE COUNCIL FOR FUTURE APPOINTMENTS TO THE BOARD. (S. R. NO. 207)
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This item was been removed.

Council Member Trautmann discussed the purpose of the Richfield Tourism Promotion Board (RTPB) and stated they may be adding additional board members and Council may have an opportunity to appoint board members similar to other appointments made by the Council.

Item #12	CONSIDERATION OF THE APPROVAL OF A CONTRACT WITH STONEBROOKE ENGINEERING, INC. FOR DESIGN ENGINEERING OF THE 65TH STREET RECONSTRUCTION PROJECT BETWEEN GRAND AVENUE AND NICOLLET AVENUE, NOT TO EXCEED \$348,646 AND ADOPTION OF A RESOLUTION FOR REIMBURSEMENT OF CERTAIN EXPENDITURES FROM THE PROCEEDS OF STREET RECONSTRUCTION BONDS TO BE ISSUED BY THE CITY FOR THE 65TH STREET RECONSTRUCTION PROJECT. (S. R. NO. 208)
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Council Member Garcia presented Staff Report No. 208.

Public Works Director Asher discussed the project and stated the project has been shortened to Grand Avenue to Nicollet Avenue, to reduce the bonding need and also being aware of possible private development at the HUB in 2020.

Council Member Trautmann asked about the 2020 timeline and the conversations with the owners of the HUB.

Community Development Director Stark stated the City has had continuing conversations with the owners of the property. He stated the management has stated the HUB is a priority. There are some challenges with long-term leases to buy or work around. He stated it could be a two phase project with the western half completed first. The property owners would like to engage the community in spring of 2019.

M/Garcia, S/Howard to approve a contract with Stonebrooke Engineering, Inc. for design engineering of the 65th Street Reconstruction Project between Grand Avenue and Nicollet Avenue, not to exceed \$348,646 and adopt a resolution for reimbursement of certain expenditures from the proceeds of street reconstruction bonds to be issued by the City for the 65th Street Reconstruction Project.

RESOLUTION NO. 11570
RESOLUTION DECLARING THE OFFICIAL INTENT OF THE CITY OF
RICHFIELD TO REIMBURSE CERTAIN EXPENDITURES FROM THE
PROCEEDS OF BONDS TO BE ISSUED BY THE CITY WITH RESPECT
TO THE 65TH STREET RECONSTRUCTION PROJECT

Motion carried 5-0. This resolution appears as Resolution No. 11570.

Item #13	CONSIDERATION OF THE ADOPTION OF A RESOLUTION DETERMINING THE RESULTS OF THE CITY GENERAL ELECTION ON TUESDAY, NOVEMBER 6, 2018. (S. R. NO. 209)
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Council Member Regan Gonzalez presented Staff Report No. 209.

Council Members congratulated the Mayor-elect and Council Member-elect.

M/Regan Gonzalez, S/Elliott to adopt a resolution determining the results of the City General Election on Tuesday, November 6, 2018.

RESOLUTION NO. 11571
RESOLUTION DETERMINING RESULTS OF THE GENERAL
ELECTION OF THE CITY OF RICHFIELD HELD ON TUESDAY,
NOVEMBER 6, 2018

Motion carried 5-0. This resolution appears as Resolution No. 11571.

Item #14	CITY MANAGER'S REPORT
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City Manager Devich asked the Council to consider cancellation of the second meeting in December.

M/Elliott, S/Garcia to cancel the City Council meeting of December 25, 2018.

Motion carried 5-0.

Item #15	CLAIMS AND PAYROLLS
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M/Garcia, S/Elliott that the following claims and payrolls be approved:

U.S. Bank	11/13/18
A/P Checks: 272446 - 272893	\$ 2,385,741.80
Payroll: 140632 - 140962 ; 42873	<u>618,409.54</u>
TOTAL	\$ 3,004,151.34

Motion carried 5-0.

OPEN FORUM

None.

Item #16	ADJOURNMENT
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The meeting was adjourned by unanimous consent at 9:33 p.m.

Date Approved: November 27, 2018

Pat Elliott
Mayor

Jared Voto
Executive Aide/Analyst

Steven L. Devich
City Manager



CITY COUNCIL MEETING MINUTES
Richfield, Minnesota
Special City Council Work Session
November 16, 2018

CALL TO ORDER

The work session was called to order by Mayor Elliott at 5:30 p.m. in the Richfield Municipal Center.

Council Members Present: Pat Elliott, Mayor; Maria Regan Gonzalez; Edwina Garcia; Michael Howard and Simon Trautmann.

Item #1

PUBLIC RECEPTION TO MEET FINALISTS FOR RICHFIELD CITY MANAGER

Finalists for Richfield City Manager met and talked with residents in attendance.

ADJOURNMENT

The work session was adjourned by unanimous consent at 6:45 p.m.

Date Approved: November 27, 2018

Pat Elliott
Mayor

Jared Voto
Executive Aide/Analyst

Steven L. Devich
City Manager



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Special City Council Meeting

November 17, 2018

CALL TO ORDER

The meeting was called to order by Mayor Elliott at 8:00 a.m. in the Municipal Center.

Council Members Present: Pat Elliott, Mayor; Maria Regan Gonzalez; Edwina Garcia; Michael Howard and Simon Trautmann.

Staff Present: Bill Fillmore, Liquor Operations Director; Wayne Kewitsch, Fire Chief; Jay Henthorne, Police Chief; Kristin Asher, Public Works Director; Chris Regis, Finance Director; Melissa Poehlman, Assistant Community Development Director; Elizabeth VanHoose, City Clerk; Kris Weiby, Facilities Manager; and Jared Voto, Executive Aide/Analyst.

Others Present: Richard Fursman and Irina Fursman of HueLife.

Item #1	SPECIAL MEETING ITEMS <ul style="list-style-type: none">INTERVIEWING FINALISTS FOR RICHFIELD CITY MANAGER AND DISCUSSION AND SELECTION
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The City Council interviewed each finalist for Richfield City Manager:

- John Stark
- Katie Rodriguez
- Pam Dmytrenko
- Manny Toribio

Following completion of interviews, the City Council and staff discussed each candidate. The City Council voted unanimously to offer the position to Katie Rodriguez and directed Richard Fursman to initiate contract negotiations.

Item #2	ADJOURNMENT
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The meeting was adjourned by unanimous consent at 3:02 p.m.

Date Approved: November 27, 2018

Pat Elliott
Mayor

Jared Voto
Executive Aide/Analyst

Steven L. Devich
City Manager



STAFF REPORT NO. 210
CITY COUNCIL MEETING
11/27/2018

REPORT PREPARED BY: Melissa Poehlman, Asst. Community Development Director

DEPARTMENT DIRECTOR REVIEW: John Stark, Community Development Director
11/19/2018

OTHER DEPARTMENT REVIEW: N/A

CITY MANAGER REVIEW: Steven L. Devich, City Manager
11/20/2018

ITEM FOR COUNCIL CONSIDERATION:

Consideration of the approval of the first reading of an ordinance amendment to the Richfield City Code Appendix D (Fee Schedule) related to planning and zoning fees and schedule a public hearing and second reading for December 11, 2018.

EXECUTIVE SUMMARY:

City staff conducts an annual review to determine whether its fees for permits and services are appropriate. Among other criteria, the intent of the review is to determine whether the costs of issuance for fees and permits reflect the staff time and costs related to performing the services associated with those fees. At the same time, staff tries to ensure that costs for City services are in line with our peer communities and are not excessive or onerous.

Fees related to building permits, zoning, and other land use permits are established by Appendix D of the City's Code. Staff is recommending the following changes to the fees and permits included in this section.

Building and Related Permits: Staff is proposing increasing the minimum fee for permits from \$35 to \$40. Currently the City does not have a specific electrical permit fee for solar photovoltaic systems. Staff is proposing a fee table that is used by the Minnesota Department of Labor for State electrical permits based on the size of the proposed system.

Planning & Zoning Fees: Fees for complex land use applications have not been raised since at least 2005. Staff has proposed to increase both minimum and maximum fees to better align with the costs related to the processing of these applications. Minimum fees for planned unit development applications have been increased from \$500 to \$1,000 and maximum from \$3,500 to \$5,000. The sliding fee scale will remain, thus larger projects that require more staff time will continue to pay more than smaller, simpler projects. Variance fees have been adjusted as well; better-reflecting actual staff time and costs. Residential variance application fees have been increased from \$250 to \$350 and non-residential from \$450 to \$500. Additional minor adjustments have been made and are reflected in the proposed ordinance amendment.

RECOMMENDED ACTION:

By motion: Approve a first reading of an ordinance amendment to Richfield City Code Appendix D (Fee Schedule) related to planning and zoning fees and schedule a public hearing and second reading for December 11, 2018.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

- While fees are reviewed annually, it has been over a decade since significant changes to Planning & Zoning fees have been made.

B. POLICIES (resolutions, ordinances, regulations, statutes, etc):

- State Statutes require municipal fees and permits to be determined in accordance with actual staff time and costs that are incurred in providing related services.
- City staff has determined that the fees in question should be modified in order to better reflect actual time and costs incurred.

C. CRITICAL TIMING ISSUES:

- If approved, a second reading and public hearing related to this ordinance amendment would occur on December 11, 2018.

D. FINANCIAL IMPACT:

- City staff has determined that current fees for some applications are insufficient to cover the costs related to processing those applications.
- Staff also reviews similar fees in our "peer communities" to ensure that Richfield's fees are not onerous or excessive. With the proposed changes, Richfield's fees remain in line with these peer communities.

E. LEGAL CONSIDERATION:

- Notice of the public hearing shall be published in the *Sun Current*, as required.

ALTERNATIVE RECOMMENDATION(S):

- Approval of the first reading of the ordinance with changes.
- Reject the proposed ordinance.

PRINCIPAL PARTIES EXPECTED AT MEETING:

N/A

ATTACHMENTS:

Description	Type
□ Ordinance	Ordinance

**BILL NO.
TRANSITORY ORDINANCE NO.**

**AN ORDINANCE AMENDING APPENDIX D
TO THE RICHFIELD CITY CODE; ESTABLISHING A FEE SCHEDULE
FOR CERTAIN PERMITS AND APPLICATIONS**

THE CITY OF RICHFIELD DOES ORDAIN:

Section 1. Background

- 1.01 Appendix D to the Richfield City Code consists of the schedule of fees adopted by the City Council, including those adopted by resolution and those adopted by Ordinance.
- 1.02 Minnesota Statutes, Section 462.353 requires that certain fees be adopted by Ordinance. The City Council has previously established certain fees by Transitory Ordinance No. 19.03. The City Council has established other fees by resolution, which resolution is also part of Appendix D.
- 1.03 The City Council has determined the need to update the schedule of fees under Transitory Ordinance No. 19.03.

Section 2. Fee Schedule Adopted

- 2.01 The fees set forth in the attached Exhibit A are hereby adopted by Ordinance.
- 2.02 The fees adopted at Section 2.01 of this Ordinance shall be amended only by Ordinance. Any fees established by resolution, other than those adopted at Section 2.01 of this Ordinance, may be amended from time to time by resolution of the City Council.

Section 3. Effective date; codification.

- 3.01 This Ordinance is effective in accordance with Section 3.09 of the City Charter.
- 3.02 A copy of this Ordinance shall be included in Appendix D to the Richfield City Code, immediately prior to the resolution establishing fees.
- 3.03 This Ordinance supersedes Transitory Ordinance No. 19.03.

Adopted by the City Council of the City of Richfield, Minnesota this ____ day of ____

Pat Elliott, Mayor

ATTEST:

Elizabeth VanHoose, City Clerk

EXHIBIT A

CONSTRUCTION AND RELATED PERMIT FEES AND CHARGES

A. Investigation Fees: Work without a Permit:

Investigation. Whenever any work for which a permit is required by this code has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work.

Fee. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by this code. The minimum investigation fee shall be the same as the minimum fee set forth in Section 2. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this code nor from any penalty prescribed by law.

B. Permit fee refunds:

The building official may authorize refunding of not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.

The building official may authorize refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan reviewing is done.

The building official shall not authorize refunding of any fee paid except on written application filed by the original permitted not later than 180 days after the date of fee payment.

Type of Permit or License	Section Requiring	Description	Fee
		(a) Inspections outside of normal business hours (minimum charge - two hours)	\$60.00 per hour
		(b) Reinspection fees (minimum charge \$35.00)	\$60.00per hour
		(c) Inspections for which no fee is specifically indicated (minimum charge - one-half hour)	\$60.00 per hour
		(d) Additional plan review required by changes, additions or revision to plans (minimum charge two hours)	\$60.00 per hour
		(e) Fee to reissue building inspection record card	\$35.00

*Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employee involved.

(1) Building Permits	400.03— 400.09	\$1 to \$500 (includes one inspection)	\$35.00 <u>\$40.00</u>
		Each additional inspection	\$35.00 <u>\$40.00</u>
		\$501 to \$2,000	\$26.25 for the first \$500 plus \$3.50 each additional \$100, or fraction thereof, to and including \$2,000 with a minimum fee of \$35.00 <u>\$40.00</u> .
		\$2,001 to \$25,000	\$77.25 for the first \$2,000 plus \$15.50 for each additional \$1,000, or fraction thereof, to and including \$25,000.
		\$25,001 to \$50,000	\$436.50 for the first \$25,000 plus \$11.25 for each additional \$1,000, or fraction thereof, to and including \$50,000.
		\$50,001 to \$100,000	\$716.75 for the first \$50,000 plus \$7.75 for each additional \$1,000, or fraction thereof, to and including \$100,000.
		\$100,001 to \$500,000	\$1,106.25 for the first \$100,000 plus \$6.25 for each additional \$1,000, or fraction thereof, to and including \$500,000.
		\$500,001 to \$1,000,000	\$3,599.25 for the first \$500,000 plus \$5.25 for each additional \$1,000, or fraction thereof, to and including \$1,000,000.
		1,000,001 and up	\$6,242.50 for the first \$1,000,000 plus \$4.25 for each additional \$1,000, or fraction thereof.
(2) Driveway, Parking Area Permits	515.05	(no permit fee for sidewalks)	\$35.00 <u>\$40.00</u>
(3) Swimming	420.00	Permanent or portable pools are based on building permit fees with a minimum of	\$35.00 <u>\$40.00</u>

(4) Plan Review Fee	400.03— 400.09	35% of building permit fee for one and two family dwelling and basement remodels	
		65% of building permit fee for all other building permits, except no fee for the following:	
		(a) Existing single family dwelling minor nonstructural alterations.	
		(b) Single and two family dwelling repairs and maintenance work.	
		(c) Commercial and industrial repair and maintenance work not exceeding \$1,000 or where plans are not required.	
Plan review fee for similar buildings		Maximum 25% of permit fee based on Minnesota State Building Code 1300.0160	
(5) Contractors License Verification Fee		Charged once each time a contractor applies for permit(s)	\$5.00
(6) Moving-Buildings	845	Moving Permit Fee	\$50.00
(7) Structure Demolition	400.00— 400.09	(a) Commercial Demolition cost as per Building Permit Schedule with a minimum of	\$50.00
		(b) Dwelling One or two story Residential - Garage and lesser structure	\$50.00 \$35.00 <u>\$40.00</u>
(8) Plumbing Permit	400.03— 400.09	Residential Minimum Fee 2% of Total Job cost with a minimum of (includes one inspection)	\$35.00 <u>\$40.00</u>
		Each additional inspection	\$35.00 <u>\$40.00</u>

(9) Plumbing Permit	400.03— 400.09	Commercial/Industrial/Multi-family Based on Total Job cost 2% of Estimated Job cost with a minimum of (includes one inspection)	\$45.00
		Each additional inspection	\$35.00 <u>\$40.00</u>
(10) Electrical Permit	400.03— 400.09	Residential (a) Minimum Fee which includes one inspection	\$35.00 <u>\$40.00</u>
		(b) Each additional Inspection	\$35.00 <u>\$40.00</u>
		(c) Complete Wiring Fee: Single Family Dwelling and each dwelling unit of a two family dwelling and includes not more than three inspections.	\$150.00 <u>\$165.00</u>
		(d) New Service - up to 200 amps	\$55.00 <u>\$100.00</u>
		(e) Temporary Service - (for construction	\$45.00
		<u>(f) Sub Panel</u>	<u>\$55.00</u>
		(g) Installation, addition alteration, or repair of each circuit or feeder	\$8.00
		(h) Swimming pool or exterior hot tub	\$55.00
(11) Electrical Permit Commercial	400.03— 400.09	Commercial, Industrial and multiple dwellings (more than two units) and Technology systems: Minimum Fee which includes one inspection	\$45.00

		Each additional inspection	\$35.00 <u>\$40.00</u>
		(a) Based on total job cost - 2% of estimated job cost with a minimum of - Over \$50,000 - Fee/ \$1,000.00 plus 1% of cost over \$50,000.00	\$45.00
		(b) Traffic Signals: Per Intersection	\$185.00
		(c) Fire Alarm: Based on ¾% of cost of electrical job to customer with a minimum of	\$45.00
		(d) Carnivals, festivals and similar events plus \$35.00 for each service on generator	\$110.00
(12) Electrical Permit Sign	400.03— 400.09	Based on 2% of cost of electrical job to customer with a minimum of (separate electrical permit required for signs	\$45.00
<u>(13) Solar Photovoltaic System Rating*</u>		<u>0 – 5,000 watts</u>	<u>\$60.00</u>
		<u>5,001 – 10,000 watts</u>	<u>\$100.00</u>
		<u>10,001 – 20,000 watts</u>	<u>\$150.00</u>
		<u>20,001 – 30,000 watts</u>	<u>\$200.00</u>
		<u>30,001 – 40,000 watts</u>	<u>\$250.00</u>
		<u>40,001 and over</u>	<u>\$250 and \$10 for each additional watts over 40,000 watts</u>

(14) Residential Heating, Ventilating, Air Conditioning and Refrigeration	400.03— 400.09	Central Systems and Additions, Alterations and Repairs 1½% estimated cost with a minimum of (Includes one inspection)	\$35.00 <u>\$40.00</u>
		Each additional inspection	\$35.00 <u>\$40.00</u>
Commercial Heating, Ventilating, Air Conditioning and Refrigeration		Central Systems and Additions, Alterations and Repairs 1½% estimated cost with a minimum of	\$45.00
(15) Sign Installation	415.01— 415.11	(a) Temporary sign permit (b) Permanent sign (any size) Building permit is required for sign support structures Fees based on building permit fee schedule	\$35.00 <u>\$40.00</u> \$100.00
(16) Temporary Certificate of Occupancy	400	A temporary Certificate of Occupancy may be issued before completion of the entire work covered by the permit, provided the Chief Building Official deems that the building is safe to occupy	\$200.00 Plus a letter of credit or cash escrow equal to 125% of remaining City Code requirements

ZONING, LAND USE AND RELATED CHARGES

Type of Permit or License	Section Requiring	Description	Fee
(1) Planned Unit Development	542	(a) \$500 <u>\$1000</u> plus \$5/\$1,000 of project value (construction cost) up to a maximum fee of	\$3,500 <u>\$5,000</u>
		(b) Major PUD Plan Amendment - \$500 <u>\$1,000</u> plus \$5/\$1,000 of project value (construction cost) up to a maximum fee of	\$3,500 <u>\$5000</u>
		(c) Minor PUD Plan Amendment	\$350.00 <u>\$400.00</u>
(2) Site Plan Review	547	(a) \$500 plus \$.50 <u>\$5</u> /\$1,000 of project value (construction cost) to a maximum fee of	\$3,500.00
		(b) Major amendment - \$500 plus \$.50 <u>\$5</u> /\$1,000 of project value (construction cost) to a maximum fee of	\$3,500
		(c) Minor amendment	\$350.00
(3) Variance	547	Residential	\$250.00 <u>\$350.00</u>
		Non Residential	\$450.00 <u>\$500.00</u>
Variance Appeal		Residential and Non Residential	\$150.00 <u>\$350.00</u>
(4) Conditional Use Permit	547	(a) \$500 + \$.50 <u>\$5</u> /\$1,000 of project value (construction cost) up to a maximum fee of	\$3,500.00
		(b) Major amendment - \$500 + \$.50 <u>\$5</u> /\$1,000 of project value (construction cost) up to a maximum fee of	\$3,500
		(c) Minor amendment	\$350.00
(5) Interim Use Permit	547	\$500 plus \$100/year monitoring fee up to a maximum fee of	\$1,000

(6) *Zoning District or Code Text Change	547		\$600.00 <u>\$1,000</u>
(7) *Subdivision Approval	500.01— 500.05		\$500.00
Subdivision Waiver	500.05- Subd. 2		\$350.00
(8) Street/Easement Vacation	820/State Statute		\$500.00
(9) Appeal to Board of Adj. & Appeals	547		\$350.00
(10) Special Request to City Council			\$350.00
(11) Zoning Compliance Letter			\$50.00
(12) Comprehensive Plan Amend.			\$600.00 <u>\$1,000</u>
(13) Plats	500	Preliminary Plat	\$500.00
		Final Plat	\$250.00
(14) Sketch Plan Review			\$250.00 <u>\$350.00</u>
(15) Extension		Extension of a Land Use Approval (rezoning, site plan approval, conditional use permit, variance, etc.) beyond its original approval period	\$125.00 <u>\$250.00</u>
(16) Escrow Administration Fee			\$50.00
*Any additional expenses-incurred by the City in the course of processing a request will be charged to the applicant.			

FIRE SERVICES FEES

Type of Permit or License	Section Requiring	Description	Fee
(6) Fire Extinguishing System Permit		Based on Building Permit fee schedule with a minimum of: Plan review fee: 65% of building permit fee, except no fee for the following: (a) no charge for valuation of \$1,000 or less	\$50.00
(7) Fire Alarm Systems		Based on Building Permit fee schedule with a minimum of: Plan review fee: 65% of building permit fee, except no fee for the following:(a) no charge for valuation of \$1,000 or less	\$50.00
(8) Flammable or Combustible Liquid or Gas Storage Tanks and Piping		Tanks (installation or modification	\$150.00
		Installation or alteration of piping Each unit or dispenser	\$50.00
		Underground Tank Removal	\$100.00/Tank

MISCELLANEOUS FEES

Type of Permit or License	Section Requiring	Description	Fee
(3) Antenna Commercial Wireless Telecommunication Service(CWTS)	425 & 544	(a) CWTS antenna permit application fee	\$100.00
		(b) Antenna permit fee for additional antennas added to an existing antenna location or replacement of existing antennas at a location	\$35.00



STAFF REPORT NO. 211
CITY COUNCIL MEETING
11/27/2018

REPORT PREPARED BY: Matt Brillhart, Associate Planner

DEPARTMENT DIRECTOR REVIEW: John Stark, Community Development Director & Melissa Poehlman, Ass't
Community Development Director
11/20/2018

OTHER DEPARTMENT REVIEW: N/A

CITY MANAGER REVIEW: Steven L. Devich, City Manager
11/20/2018

ITEM FOR COUNCIL CONSIDERATION:

Consideration of the approval of the first reading of an ordinance rezoning properties on the north side of 66th Street at Queen Avenue as Planned Multi-Family Residential (PMR) and consideration of the approval of the first reading of a transitory ordinance vacating Queen Avenue and a portion of Russell Avenue between 65th ½ Street and 66th Street and schedule a public hearing and second reading for December 11, 2018.

EXECUTIVE SUMMARY:

Broadway Investors, LLC (Developer) has submitted an application for a planned unit development of a four-story, 179-unit apartment building on the north side of 66th Street, between Queen and Russell Avenues. This site has been designated for high-density housing for many years, dating back to the 1982 Comprehensive Plan. Of the seven properties that make up the development site, three are currently zoned High-Density Residential (MR-3) and four are zoned Single Family Residential (R). The proposed zoning change to Planned Multifamily Residential will allow for flexibility in administering specific requirements of the Zoning Code, in exchange for superior design and a project that meets the needs of the growing community.

In conjunction with the planned unit development application, the Developer is also requesting to vacate Queen Avenue between 65th 1/2 Street and 66th Street. In exchange for vacating Queen Avenue through the site, the Developer would extend Russell Avenue approximately 200 feet to the south, intersecting 66th Street. This change in roadway alignments would allow a development on the combined site to move forward, while maintaining local traffic circulation via the Russell Avenue extension. If the proposed development is approved, there would be no public need for this segment of Queen Avenue to remain. The proposed roadway changes have been reviewed by Richfield Public Works and Hennepin County Public Works.

The Planning Commission held a public hearing for the proposed development on November 26. At the time of writing this report, the public hearing had not yet taken place. A summary of the hearing and the Planning Commission's recommendation will be provided at the Council meeting.

This first reading of rezoning is an administrative requirement and does not obligate the Council to approve the ordinance upon second reading; nor does it obligate the Council to approve the specific development

plans. Second readings and final development plans will be considered by the Council on December 11, 2018.

RECOMMENDED ACTION:

By motion:

1. **Approve a first reading of an ordinance that amends Richfield Zoning Code Appendix I to change the zoning designation of Blocks 2 and 3, Harry Tickner's Subdivision of Lot 15, Richfield Gardens from High-Density Residential (MR-3) and Single Family Residential (R) to Planned Multi-Family Residential (PMR).**
2. **Approve a first reading of a transitory ordinance vacating Queen Avenue and a portion of Russell Avenue between 65th ½ Street and 66th Street, and schedule a public hearing and second reading for December 11, 2018**

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

- Since 1982 or earlier, the City's Comprehensive Plan has called for higher density housing in this area, which would serve as a buffer between commercial uses on Penn Avenue and 66th Street and single-family homes to the west. Subsequent updates of the Comprehensive Plan in 1997, 2008, and 2018 have maintained that high density designation in this area.
- Nearby blocks of Queen Avenue to the north and south of this site (64th Street to 67th Street) have included apartment buildings since the 1960s.
- In the fall of 2017, the Developer contacted City staff to discuss a multi-family development proposal on this property. The Developer again contacted staff in summer of 2018, and preliminary development concepts were shared with the City Council and Planning Commission at a Work Session on August 20.
- The Developer held neighborhood open house meetings on September 8 and November 3.

B. POLICIES (resolutions, ordinances, regulations, statutes, etc):

Comprehensive Plan and Zoning District Designations

The Comprehensive Plan is an expression of the community's vision for the future. This site has been guided for high-density housing for many years, dating back to the 1982 Comprehensive Plan. Of the seven properties that make up the site, three are currently zoned High-Density Residential (MR-3) and four are currently zoned Single Family Residential. The proposed zoning change to Planned Multifamily Residential will allow for flexibility in administering specific requirements of the Zoning Code, in exchange for superior design and a project that meets the needs of the community. This first reading is an administrative requirement and does not obligate the Council to approve the ordinance upon second reading.

Roadway Vacation

- The Council may by ordinance vacate a street, alley, public grounds, or a part thereof, on its own motion or upon the petition of the owners half of the land abutting the street, alley, public grounds, or part thereof to be vacated. No vacation may be made unless it appears in the interest of the public to do so.
- The Developer will be responsible for the relocation of all utilities within and above the existing right-of-way. When re-platting the property, the Developer must dedicate utility and drainage easements as necessary. All new utilities must be underground. The proposed street vacation will not become effective until the City Council approves a Final Plat application, which will dedicate the right-of-way necessary for the Russell Avenue extension.

C. CRITICAL TIMING ISSUES:

- **60-DAY RULE:** The 60-day clock started when a complete application was received on November 13, 2018. A decision is required by January 12, 2019 or the Council must notify the applicant that it is extending the deadline (up to a maximum of 60 additional days or 120 days total) for issuing a decision.
- A second reading of the proposed ordinances is scheduled for December 11, 2018, alongside

consideration of other required land use applications.

D. FINANCIAL IMPACT:

- The required application fees have been paid.

E. LEGAL CONSIDERATION:

- A public hearing was held before the Planning Commission on November 26. Notice of the public hearing was mailed to properties within 500 feet of the proposed development and published in the Sun Current newspaper.
- At the time of writing this report, the public hearing had not yet taken place. A summary of the hearing and the Planning Commission's recommendation will be provided at the Council meeting.

ALTERNATIVE RECOMMENDATION(S):

- Deny a first reading, finding that the rezoning and roadway vacation would not be in the public interest.

PRINCIPAL PARTIES EXPECTED AT MEETING:

Representatives of Broadway Investors, LLC

ATTACHMENTS:

Description	Type
▢ Ordinance - Rezoning properties 66th-Queen	Ordinance
▢ Ordinance - Queen Ave ROW Vacation	Ordinance
▢ ROW Vacation Exhibit	Exhibit
▢ Planning & Zoning Maps	Exhibit
▢ Developer narrative	Backup Material
▢ Site plans & Floor plans	Backup Material
▢ Rendering & elevations	Backup Material

ORDINANCE NO. _____

**AN ORDINANCE RELATING TO ZONING;
AMENDING APPENDIX I TO THE RICHFIELD CITY
CODE BY REZONING LAND NORTH OF
66TH STREET AT QUEEN AVENUE
AS PLANNED MULTI-FAMILY RESIDENTIAL**

THE CITY OF RICHFIELD DOES ORDAIN:

Section 1. Section 9 of Appendix 1 of the Richfield Zoning Code is amended to add a new Paragraph 10 to read as follows:

(10) M-2 (NE corner, 66th and Russell) Blocks 2-3, Harry Tickner's Subdivision of Lot 15, Richfield Gardens. Also, that part of Lot 1, Block 1, Richfield Gardens 2nd Addition, described as lying westerly of the following described line; Commencing at the Southwest Corner of said Lot 1, Block 1, thence South 89 degrees 45 minutes 12 seconds East, assumed bearing along the south line of said Lot 1, Block 1, a distance of 125.10 feet, to the Point of Beginning of the line to be described; thence North 00 degrees 14 minutes 25 seconds West, parallel with the west line of said Lot 1, Block 1, a distance of 70.00 feet more or less, to the angle point on the westerly line of said Lot 1, Block 1 and there terminating.

Sec. 2. Section 8, Paragraph 1 is amended to read as follows:

(1) M-2 (Northwest corner 66th and Penn). Lot 1, Block 1, Richfield Gardens Second Addition-, except that part described as lying westerly of the following described line; Commencing at the Southwest Corner of said Lot 1, Block 1, thence South 89 degrees 45 minutes 12 seconds East, assumed bearing along the south line of said Lot 1, Block 1, a distance of 125.10 feet, to the Point of Beginning of the line to be described; thence North 00 degrees 14 minutes 25 seconds West, parallel with the west line of said Lot 1, Block 1, a distance of 70.00 feet more or less, to the angle point on the westerly line of said Lot 1, Block 1 and there terminating.

Sec. 3. Section 14, Paragraphs 26 and 34 are repealed.

(26) M-2 (NW corner, 66th and Queen). Lot 4, Block 2 of Harry Tickner's Subdivision of Lot 15, Richfield Gardens.
(34) M-2 (Queen Ave, N of 66th). Lot 1, Block 3, Harry Tickner's Subdivision of Lot 15 Richfield Gardens Addition.

Sec. 4. This ordinance is effective in accordance with Section 3.09 of the Richfield City Charter.

Passed by the City Council of the City of Richfield, Minnesota this 11th day of December, 2018.

Pat Elliott, Mayor

ATTEST:

Elizabeth VanHoose, City Clerk

DRAFT

BILL NO.

TRANSITORY ORDINANCE NO. _____

**AN ORDINANCE VACATING PUBLIC RIGHT-OF-WAY EASEMENTS
(QUEEN AVENUE BETWEEN 65TH ½ STREET AND 66TH STREET AND
A PORTION OF A RUSSELL AVENUE SOUTH OF 65TH ½ STREET)**

THE CITY OF RICHFIELD DOES ORDAIN:

Section 1: The following described lands are subject to the easements as described below for public street right-of-way purposes ("Street Easement"):

The part of Queen Avenue South, Harry Tickner's Subdivision of Lot 15, Richfield Gardens, according to the recorded plat thereof, Hennepin County, Minnesota, lying Southwesterly and Southerly of the following described line: Beginning at the Northwest Corner of Lot 1, Block 2, Harry Tickner's Subdivision of Lot 15, Richfield Gardens, thence Easterly along the North line of said Lot 1, Block 2, and its Easterly extension to the Northwesterly line of Lot 1, Block 3, Harry Tickner's Subdivision of Lot 15, Richfield Gardens, and there terminating.

The part of Russell Avenue South, Harry Tickner's Subdivision of Lot 15, Richfield Gardens, according to the recorded plat thereof, Hennepin County, Minnesota, lying East of the following described line: Commencing at the Northwest Corner Lot 3, Block 2, Harry Tickner's Subdivision of Lot 15, Richfield Gardens, thence South along the West line, a distance of 56.71 feet more or less, to point of curve on the West line of said Lot 3, Block 1, thence continue Southerly along the last described straight line to the intersection of curve on the Westerly line of said Lot 3, Block 2 and there terminating.

Sec. 2: The City Council approved redevelopment plans for the properties surrounding the "Street Easement" on December 11, 2018. These redevelopment plans include a southerly extension of Russell Avenue, which will connect to 66th Street and maintain local traffic circulation.

Sec. 3. The Street Easement is not required for access to the abutting properties.

Sec. 4: The following public facilities are located in the Street Easement: sanitary sewer, storm sewer, and water.

Sec. 5: The City has notified the service providers for gas, electric, telephone, and cable communications services of the proposed vacation; the following facilities are reported to be located in the Street Easement: gas, electric, and cable.

Sec. 6: The Council finds that there is not a public need for the Street Easement.

Sec. 7. The City of Richfield held the first reading on November 27, 2018 and second reading on December 11, 2018. Legal notice was published in the City's official newspaper as required by ordinance.

Sec. 8: The Street Easement is vacated conditioned upon the dedication of street (Russell Avenue), drainage and utility easements in the plat.

Sec. 9: The vacation of the Street Easement is effective 30 days following publication of the ordinance.

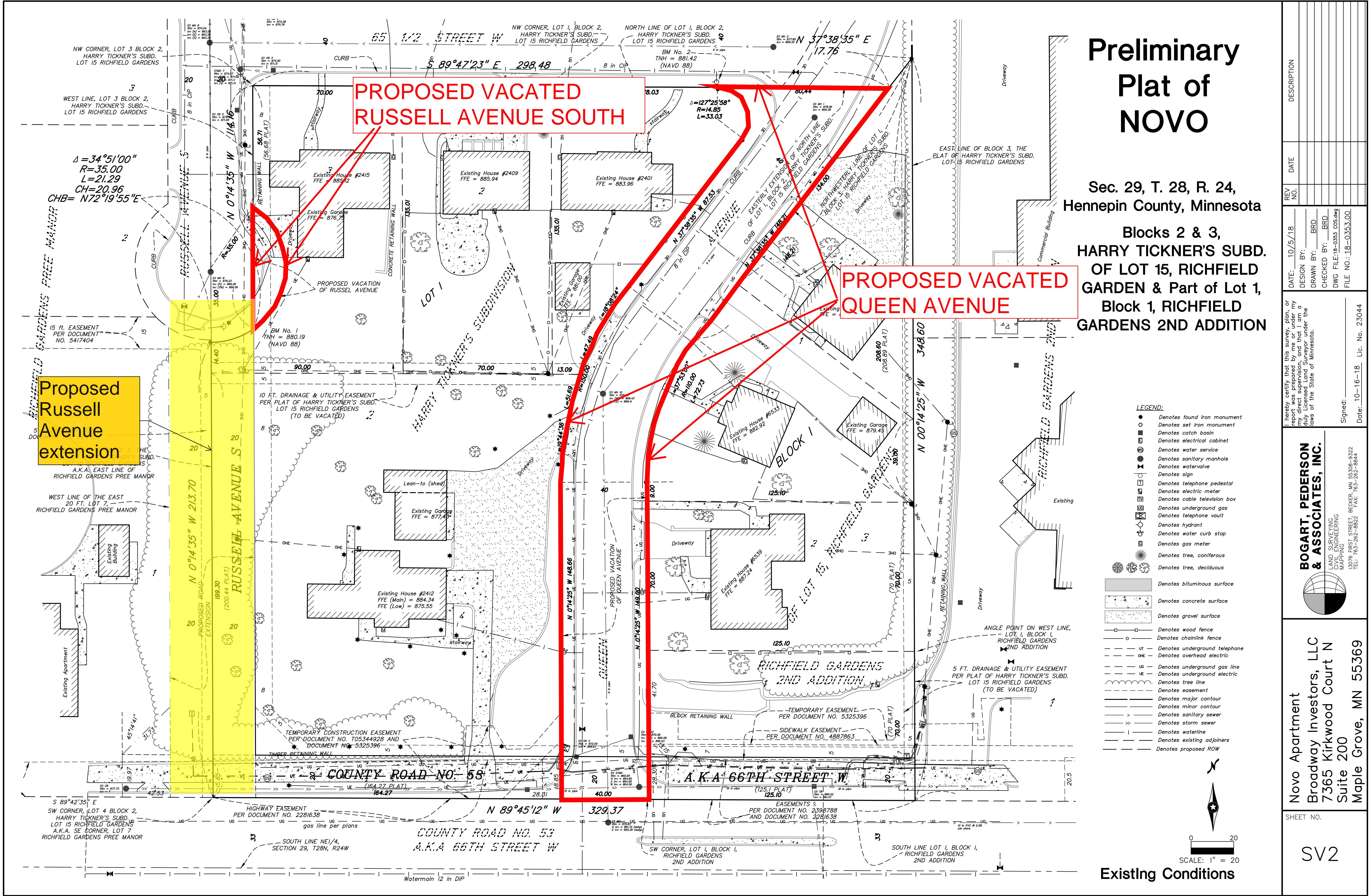
Sec. 10: The City Clerk is directed to prepare a certificate of completion of vacation proceedings and to record the vacation in the office of the Hennepin County Registrar of Titles or Hennepin County Recorder, as appropriate.

Passed by the City Council of the City of Richfield, Minnesota this _____, 2018.

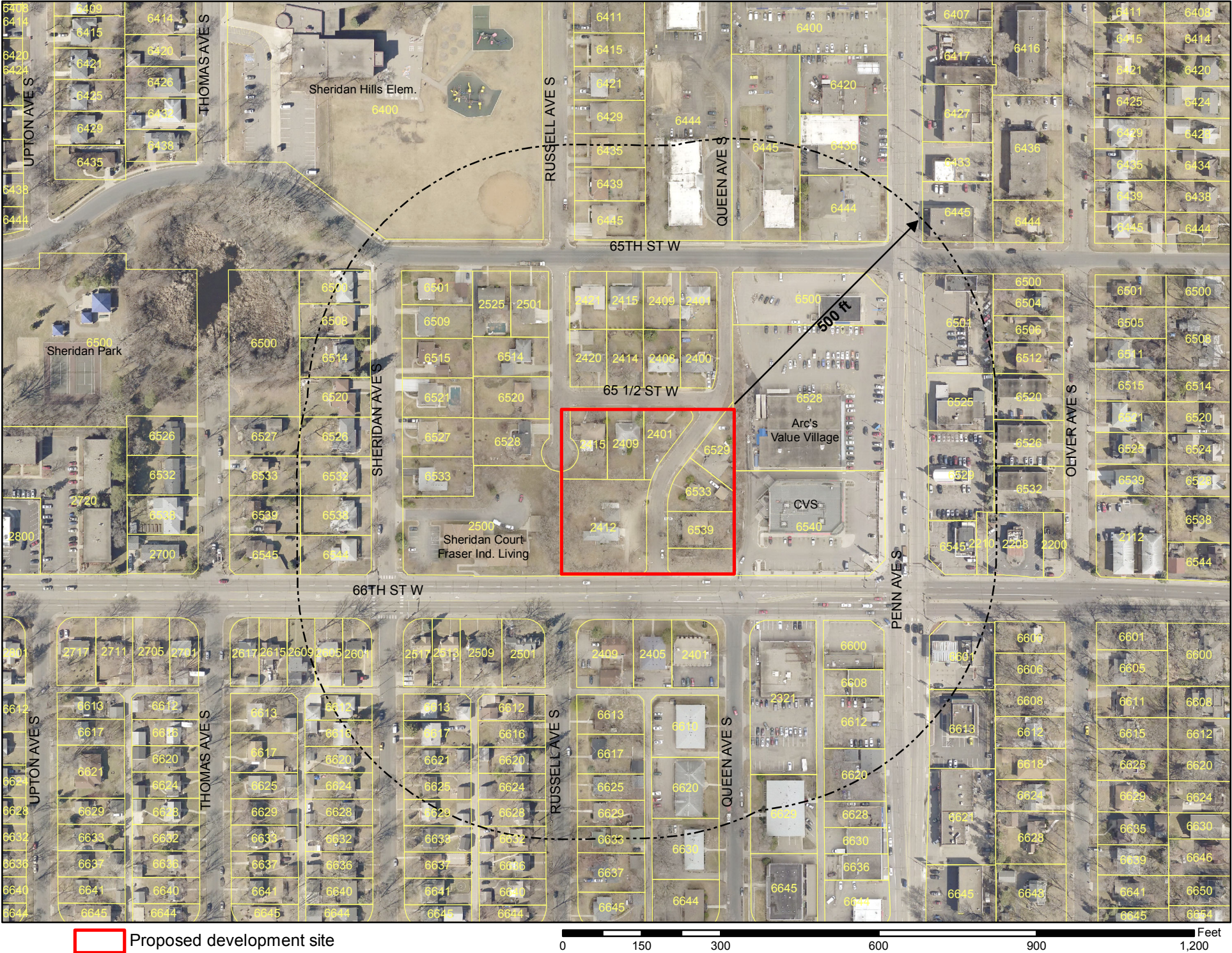
Pat Elliott, Mayor

ATTEST:

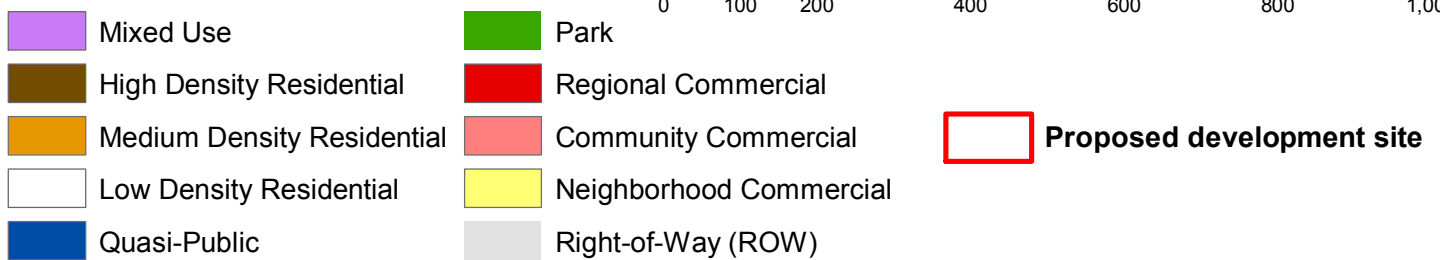
Elizabeth VanHoose, City Clerk



NOVO Apartments - 66th & Queen - surrounding area context



66th & Queen 11/2018 Comprehensive Plan



66th & Queen 11/2018

Zoning - current



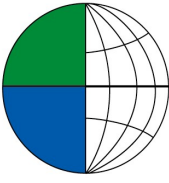
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|--------------------------------|-----------------------------------|
| R Single-Family | PMR Planned Multi-Family |
| MR-2 Multi-Family | PMU Planned Mixed Use |
| MR-3 High-Density Multi-Family | MU-C/PAC Mixed Use + Penn Overlay |
| C-2 General Commercial | Proposed development site |

66th & Queen 11/2018

Zoning - proposed



- | | |
|--------------------------------|-----------------------------------|
| R Single-Family | PMR Planned Multi-Family |
| MR-2 Multi-Family | PMU Planned Mixed Use |
| MR-3 High-Density Multi-Family | MU-C/PAC Mixed Use + Penn Overlay |
| C-2 General Commercial | Proposed development site |



**Bogart, Pederson
& Associates, Inc.**

LAND SURVEYING
CIVIL ENGINEERING
MAPPING

November 12, 2018

Mr. Matt Brillhart, Associate Planner
City of Richfield Planning Department
6700 Portland Avenue
Richfield, MN 55423

**RE: Request for Review and Consideration of the Proposed NOVO Apartment Project
on 66th Street in the City of Richfield, Hennepin County, Minnesota**

Dear Mr. Brillhart:

We are writing on behalf of Broadway Investors, LLC. to present the proposed NOVO Apartment Project for your review and consideration for site plan review and to revise the zoning designation to Planned Multi-Family Residential (PMR).

The onset of this project began in June of 2016. It began by researching properties available in the area, review of the City Zoning Ordinance, review of the comprehensive plan, zoning designations and associated regulations. As the dream materialized, we coordinated with your Department to investigate alternatives for the subject properties. Once we developed a concept, we held our first neighborhood meeting on September 8, 2018. We contemplated the various concerns heard at the neighborhood meeting, revised the plans accordingly and submitted the drawings to the City of Richfield with a request to perform a Conceptual Project Review on October 12, 2018 and attended an Administrative Review Committee (ARC) meeting on October 18, 2018. Since then, we submitted applications to request vacation of a portion of the Queen Avenue right-of-way and to revise the zoning designation of the subject properties to PMR-Planned Multi-Family Residential. Shortly after the application was submitted, the project team held a neighborhood meeting on Saturday November 3, 2018 to share project details with area residents and receive comments and reactions to the proposed project. We met with the City of Richfield ARC a second time on November 1, 2018 and received written comments through the Planning Department on November 2, 2018. We revised the drawings to reflect design revisions and re-submitted the drawings on November 12, 2018.

Following is a description of the existing conditions, an outline of our approach to the design and a description of the proposed project.

Existing Conditions:

The subject properties are situated on the north side of 66th Street between Sheridan Avenue S. and Penn Avenue S. in the City of Richfield. The project includes the following properties:

<u>Address</u>	<u>PID #</u>	<u>Zone Designation</u>
2412 66 th Street W.	2902824140055	MR-3 High Density Residential
2415 65 ½ Street W.	2902824140054	R Single Family
2409 65 ½ Street W.	2902824140053	R Single Family
2401 65 ½ Street W.	2902824140052	R Single Family
6529 Queen Avenue S.	2902824140056	MR-3 High Density Residential
6533 Queen Avenue S.	2902824140057	MR-3 High Density Residential
6539 Queen Avenue S.	2902824140058	R Single Family

Including a portion of the following parcel:

6540 Penn Avenue S.	2902824140060	C-2 General Commercial
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The project area includes approximately 2.12 acres of land. The subject properties are currently occupied by single-family frame homes, driveways, and accessory buildings. There is significant relief through the site, which rises and falls, but generally, the elevation along the east is approximately twelve feet (12') lower than the western edge of the property.

Access to the existing properties is provided via 66th Street W., Queen Avenue S. and 65th ½ Street. Public sanitary sewer and domestic water and fire protection are provided via existing utilities within the adjacent public rights-of-way.

Proposed Configuration:

The proposed NOVO Apartment project includes a new apartment building structure with surface parking for guests and visitors in the center courtyard area. The building is “C” shaped and includes two (2) parking levels below grade and four (4) levels for apartments above grade. Access to the main entrance, the center courtyard area, and community activities are accessed via Russell Avenue S. extended. The proposed configuration minimizes traffic impacts, potential noise and light glare to the neighbors in the community. Please note, Russell Avenue S. extension is approximately twelve feet (12') below the existing grade to the west, which further screens the adjacent property owners from potential impacts.

The proposed building is planned to offer one hundred and seventy-nine (179) new residential dwellings, which includes twenty-nine (29) studio apartments, seventy (70) one-bedroom apartments, twenty-four (24) single-bedroom/den apartments and fifty-six (56) two-bedroom/two bath units. The apartments are generously sized by market standards and include individual heating/cooling units, washer & dryers in each unit, nine-foot (9') ceilings, granite countertops and walk-in closets. The majority of the units are designed to include a private balcony. Eight units will be fully barrier free. The balance of the units are adaptable per standard established by the Minnesota State Building Code.

Several amenities will be available to all apartment residents, which include a multi-purpose community room, a theater, fitness center, a dog run, interior bike storage and exterior plaza as part of the proposed courtyard area.

The exterior plaza includes activities and design elements such as a pergola and entrance canopy, raised planters, gas grills, bike rack, , hot tub/whirlpool, tables & chairs, outdoor pool and a fire pit. It will serve as a community common space to enjoy the weather, read a book or partake in various activities.

A great deal emphasis was placed on the exterior design of the building to complement the neighborhood character, provide a modern feel and to incorporate the goals of the City's comprehensive plan. Bump-outs and height variations were utilized to reduce the scale and to create an inviting front-door facing the roads. In addition to the various architectural features, materials common to turn-of-the century neighborhoods were utilized such as brick, stucco and simulated stone.

The proposed parking includes seventeen (17) surface parking stalls for visitor and short-term parking, which is located in the courtyard. There are two levels of parking proposed below grade, which is accessed north and south from the proposed entrance drive from/to Russell Avenue extended. The proposed design includes 259 spaces, which includes eight (8) barrier free spaces, fourteen (14) electric charge station spaces, and 237 standard spaces, which provides 1.45 spaces per unit.

In accordance with the City's Comprehensive Plan, we utilized the MR-3 zoning as a design guide and are requesting that the subject parcels be rezoned to Planned Multi-Family residential (PMR). Based on our review of the character of the area, the subject parcels can be defined as "transitional" and can serve as a buffer between the traffic along 66th Street W. and the single-family residential to the north. In addition, this development serves as a transition from the general commercial and retail uses to the east and is consistent with the existing multi-family use to the west.

We incorporated a neighborhood design around the exterior perimeter of the development. Street trees were utilized to frame the street and we utilized retaining walls to provide a terraced effect to minimize the differences in elevation at the lower corners of the site. The building orientation is placed relatively close to the adjacent sidewalks to mimic the urban neighborhood feel. In addition, front entrances were added to the north elevation and community uses were incorporated into the south elevation with larger windows along 66th Street W. to provide a retail/office feel to pedestrians that wander by.

As part of the proposed configuration, a portion of Queen Avenue S. is planned to be vacated and Russel Avenue S., along the west is planned to be extended to 66th Street. We have coordinated with the property owner to the west of the proposed development (2500 66th Street W-LW Fraser Independent Living) and they agreed to grant an easement to the City for the west ½ of the proposed Russell Avenue S. extension. The east ½ of the proposed Russel Avenue extension will be dedicated to the City by Broadway Investors, LLC. (refer to the preliminary plat submitted for proposed limits of the vacation and extension of Russell Avenue S.).

The design team considered several options regarding the height of the proposed façade, offsets from the adjacent rights-of-way, varying building bump-outs/setbacks, etc., revisions to the elevations, and review of the comprehensive plan, we determined the most fitting configuration includes a more consistent roofline and consistent neighborhood street design. The comprehensive plan also designates the property to the north, if/when it is redeveloped, to be a MR-3 zone as well, which will serve as the transition property to the north.

After review by the City Planning Department and obtaining neighbor concerns, we revised the west and north building elevations as follows:

- Revised color schemes utilizing a dark iron spot brick, lighter stucco and a muted panelized sheet metal.
- Added a canopy to the north entrance.
- Reduce the number of hanging balconies along the west building face, north of the entrance from 12 to 6 balconies.
- Stepped two fourth-floor units back from the building face near the northwest corner of the building.
- Stepped three fourth-floor units away from the north building face along the north elevation.

Please refer to the revised architectural elevations, renderings and material samples submitted, which illustrate the most recent design and configuration.

In addition, to the architectural design revisions, we revised the site and landscape plan, which now reflects approximately fifty (50) canopy and deciduous trees (39 required), and approximately 200 shrubs (98 required).

We limited the access to the building from the north to one door, which will serve as a secondary means of access and limited the lighting to security lighting over the access doors. No site lighting or balcony lighting will be included in an effort to minimize light-wash onto adjoining properties. The only exception to this is the required street light improvements as part of the Russell Road extension to/from the cul-de-sac to 66th Street.

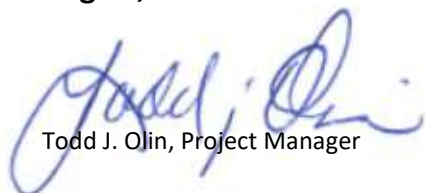
We provided additional detail on the outdoor activity/plaza area and enhanced the area to include an outdoor pool. The pool will be fenced, as is required for safety and will be accessed from the plaza level.

In summary, we have incorporated the design elements requested by the City Planning Department into the plans and revised the architectural and site design to address various concerns from the neighbors. We believe this collaborative effort resulted in an overall improved design to benefit all involved. In addition, the proposed NOVO Apartment project will be a positive addition to the City and will serve as a focal point along 66th Street W. as it provides an attractive, comfortable, market-rate alternative for young families, empty-nesters and professionals to live, work and play in the City of Richfield.

We respectfully request your review and consideration for this project and pray you determine it is a positive investment in the future for this community. Please don't hesitate to contact our office if there are questions or concerns.

Sincerely,

Bogart, Pederson & Associates, Inc.



Todd J. Olin, Project Manager

CALL 48 HOURS BEFORE DIGGING:
GOPHER STATE ONE CALL
 TWIN CITY AREA 651-454-0002
 MINNESOTA TOLL FREE 1-800-252-1166


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| C2.2 | – Certificate of Survey (Legal Descriptions) | A3 | – Fourth Floor Plan |
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| C9 | – Russell Avenue S. Extension Plan & Profile | SV1 | – Preliminary Plat—For Information Only |
| C10 | – Construction Details | | |
| C11 | – Construction Details | | |
| C12 | – Construction Details | | |
| C13 | – Construction Details | | |



VICINITY MAP

N



NO SCALE

**BOGART, PEDERSON
& ASSOCIATES, INC.**

LAND SURVEYING
CIVIL ENGINEERING

City of Richfield, Mn.
Part of Sec. 28, T. 28, R. 24
Hennepin County, Minnesota

HEET NO.

C1

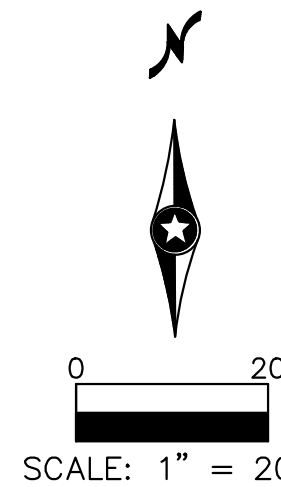
Certificate of Survey for Broadway Investors, LLC

Sec. 28, T. 28, R. 24,
Hennepin County, Minnesota

Blocks 2 & 3,
HARRY TICKNER'S SUBD.
LOT 15, RICHFIELD
GARDEN

LEGEND:

- Denotes found iron monument
- Denotes set iron monument
- Denotes catch basin
- Denotes electrical cabinet
- Denotes water service
- Denotes sanitary manhole
- Denotes water valve
- Denotes sign
- Denotes telephone pedestal
- Denotes electric meter
- Denotes cable television box
- Denotes underground gas
- Denotes telephone vault
- Denotes hydrant
- Denotes water curb stop
- Denotes gas meter
- Denotes tree, coniferous
- Denotes tree, deciduous
- Denotes bituminous surface
- Denotes concrete surface
- Denotes gravel surface
- Denotes wood fence
- Denotes chainlink fence
- Denotes underground telephone
- Denotes overhead electric
- Denotes underground gas line
- Denotes underground electric
- Denotes tree line
- Denotes easement
- Denotes major contour
- Denotes minor contour
- Denotes sanitary sewer
- Denotes storm sewer
- Denotes waterline
- Denotes existing adjoiners

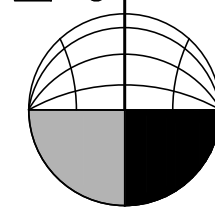


I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Surveyor under the laws of the State of Minnesota.

Signed: _____
Date: _____

Lic. No. 000000

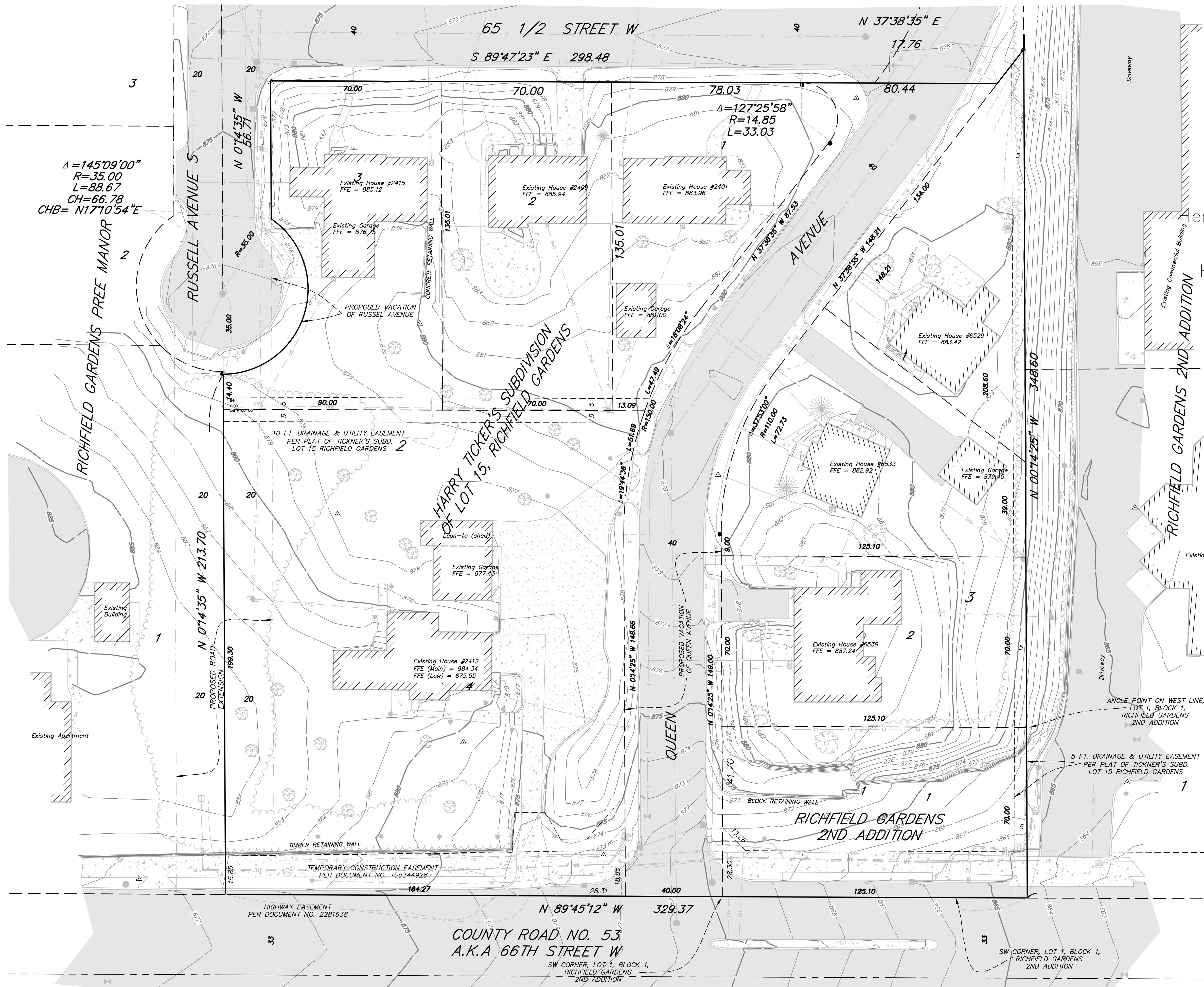
**BOGART, PEDERSON
& ASSOCIATES, INC.**



Novo Apartments, 2400 66th St.
City of Richfield, Mn.
Part of Sec. 28, T. 28, R. 24
Hennepin County, Minnesota
Certificate of Survey (Map of Survey)

SHEET NO.

C2.1



EXISTING ZONE REGULATIONS

R-1 SINGLE FAMILY
(PROPERTIES INCLUDED: 2415 RUSSELL, 2409 65 1/2, 2401 QUEEN, 6539 QUEEN)
MIN. LOT SIZE = 6700 S.F.
MIN. LOT WIDTH = 50'
MAX. LOT COVERAGE = 35%
MAX. IMPERVIOUS SURFACE = 45%

BUILDING SETBACKS
FRONT = 30'
REAR = 25'
SIDE = 10'
MAX. HEIGHT = 35'

MR-3 MULTI-UNIT RESIDENTIAL
(PROPERTIES INCLUDED: 2412 66TH STREET)
MIN. LOT SIZE = 60,000 s.f.
MIN. LOT WIDTH = 150'
MAX. BUILDING HEIGHT = 50'

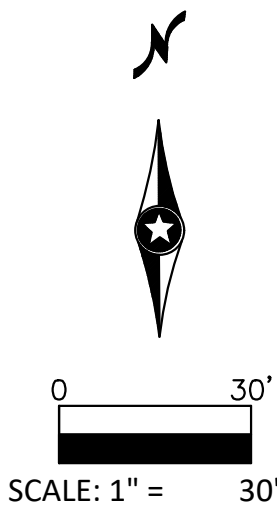
BUILDING SETBACKS
FRONT = 40'
REAR = 35'
SIDE = 30'

PMR PLANNED MULTI-UNIT RESIDENTIAL
(PROPERTIES INCLUDED: 2500 66TH STREET)

PMU PLANNED MIXED USE
(PROPERTIES INCLUDED: 6540 66TH STREET)

LEGEND:

- PROPOSED ASPHALT PAVEMENT- ON SITE SPECIFICATIONS
- PROPOSED ASPHALT PAVEMENT- RUSSELL AVENUE EXTENSION
- PROPOSED CONCRETE SIDEWALK
- PROPOSED CONCRETE SIDEWALK - THICKENED EDGE
- CONCRETE CURB AND GUTTER - INFLOW
- PROPOSED SITE SIGNAGE
- PROPOSED BOLLARD



SITE PLAN NOTES:

- PAVEMENT MARKING DIMENSIONS SHOWN ARE TO FACE OF CURB. ALL OTHER DIMENSIONS ARE TO BACK OF CURB, UNLESS SHOWN OTHERWISE.
- ALL CONCRETE RAMPS, SIDEWALKS AND ACCESSIBLE HANDICAPPED PARKING STALLS TO CONFORM TO CURRENT A.D.A. REQUIREMENTS.

SUMMARY OF IMPERVIOUS SURFACES:

FEATURE	EXISTING	PROPOSED
BUILDING	11,359 S.F.	50,911 S.F.
CONC./BIT. PVMT./CURB	9,256 S.F.	13,366 S.F. (66% IMP.)
LAWN/LANDSCAPE AREA	71,655 S.F.	33,297 S.F.

SUBJECT PARCEL SIZE 92,270 S.F. (2.12 AC.) 97,574 S.F. (2.24 AC.)

PROP. USABLE OPEN SPACE PROVIDED = (14,000 S.F.) 14%
(Activity Area + Court Yard + Dog Run)

SUMMARY OF IMPERVIOUS SURFACES:

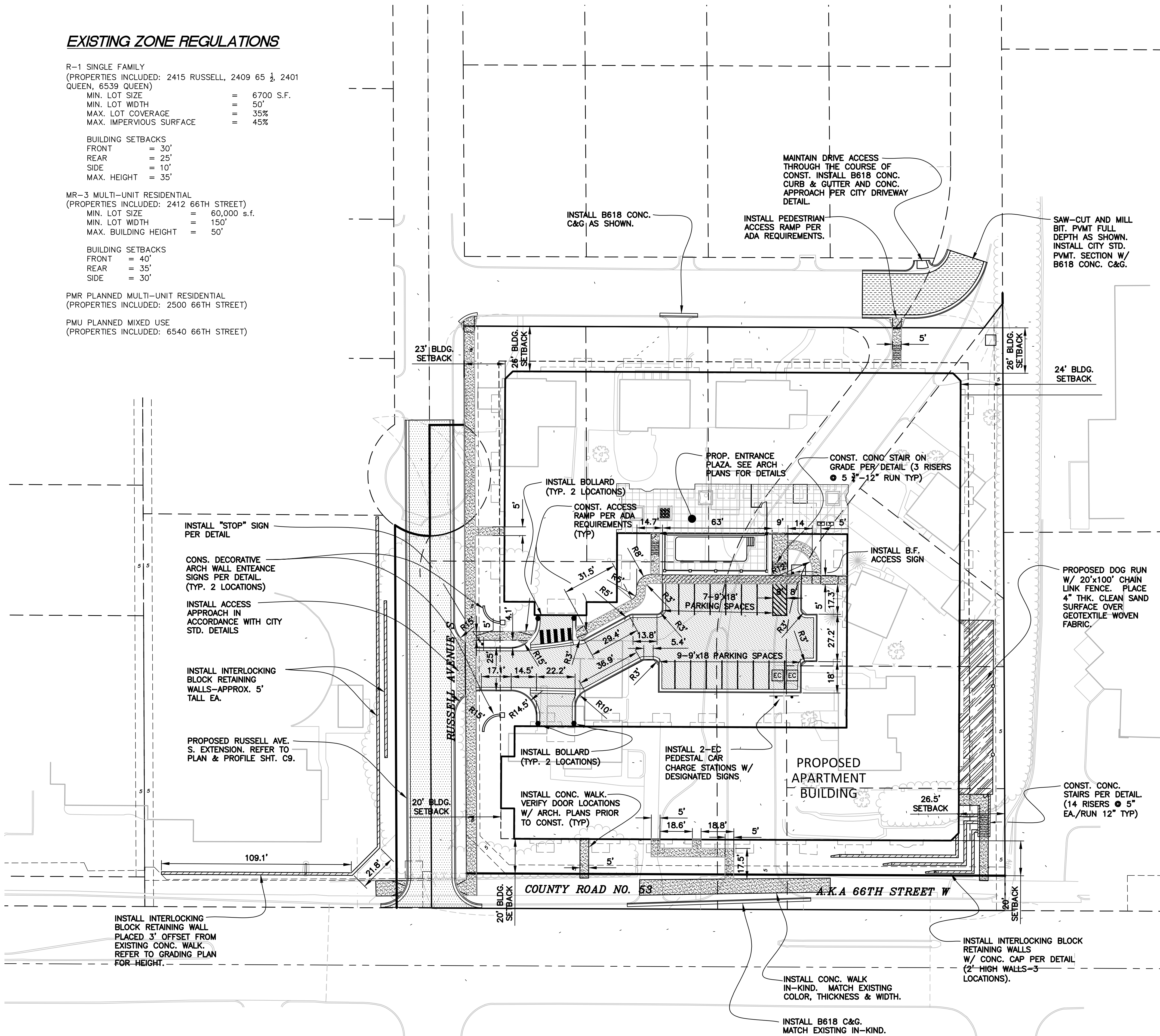
PROPOSED ZONING DESIGNATION: PMR - PLANNED MULTI-UNIT RESIDENTIAL

BUILDING SETBACKS:
FRONT (66th STREET) = 20'
FRONT (RUSSELL AVENUE) = 20'
FRONT (65 1/2 STREET) = 26'
REAR (EAST) = 24'

PROPOSED LOT COVERAGE = 52% (PRINCIPAL BUILDING)

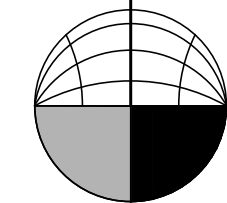
NUMBER OF PROPOSED UNITS = 179

PARKING SUMMARY
PARKING PROVIDED
BARRIER FREE SPACES = 8
SPACE W/ ELECTRIC CHARGE = 14
STANDARD PARKING SPACES = 237
TOTAL = 259 SPACES
(1.45 SPACE/UNIT)



CALL 48 HOURS BEFORE DIGGING:
GOPHER STATE ONE CALL
TWIN CITY AREA 651-454-0002
MINNESOTA TOLL FREE 1-800-252-1166

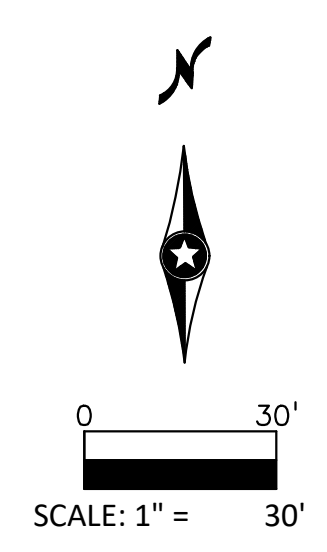
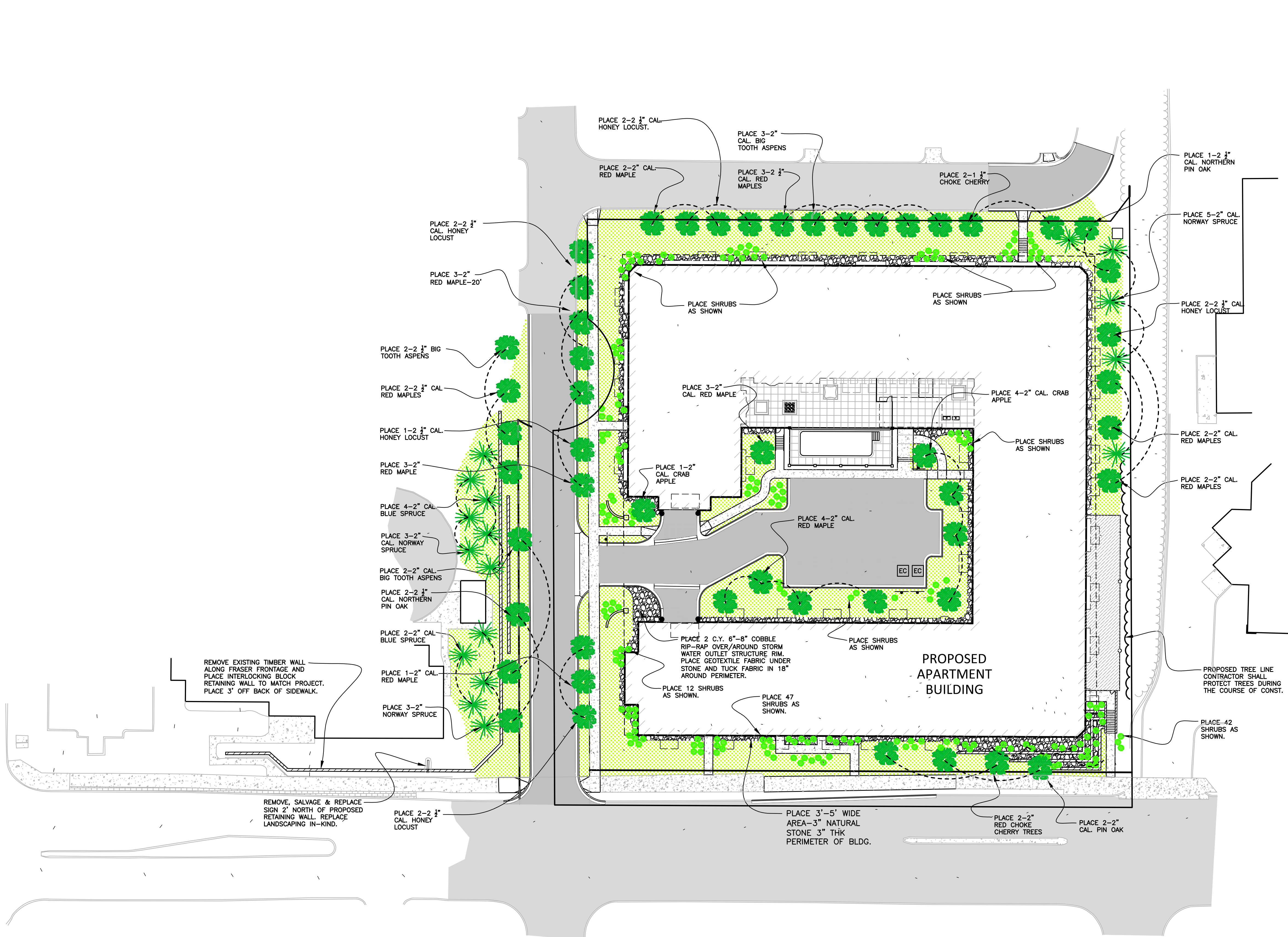
**BOGART, PEDERSON
& ASSOCIATES, INC.**



Novo Apartments, 2400 66th St.
City of Richfield, Mn.
Part of Sec. 28, T. 28, R. 24
Hennepin County, Minnesota
Site Dimension Plan

SHEET NO.

C4.1



- LEGEND:**
- PLACE 2\"-3\" DECORATIVE STONE MAINTENANCE STRIP OVER GEOTEXTILE FABRIC
 - PROPOSED ASPHALT PAVEMENT- RUSSELL AVENUE EXTENSION
 - PROPOSED SHRUBS. REFER TO PLAN FOR LOCATIONS. (TYPICAL 200 LOCATIONS)
 - PROPOSED DECIDUOUS TREE-REFER TO PLAN FOR LOCATION, SIZE, AND SPECIES. (TYPICAL 50 LOCATIONS)
 - PROPOSED CONIFEROUS TREE-REFER TO PLAN FOR LOCATION, SIZE, AND SPECIES. (TYPICAL 17 LOCATIONS)

REV. NO.		DATE	DESCRIPTION
1	TJO	10/11/2018	City Conceptual Plan Review
2	TJO	10/24/2018	Submital to City SFR/PMR Review
3	NAA	11/12/2018	Submit revised drawings per City ARC review
DATE:		07/15/18	
DESIGN BY:		TJO	
DRAWN BY:		TJO	
CHECKED BY:		NAA	
DWG FILE:		4-Site Plan	
FILE NO.:		18-0353	
<div><div><div><div><div><div>NOVO APARTMENTS, 2400 66TH ST.</div><div>City of Richfield, Mn.</div><div>Part of Sec. 28, T. 28, R. 24</div><div>Hennepin County, Minnesota</div></div></div><div><div><div>BOGART, PEDERSON & ASSOCIATES, INC.</div><div>LAND SURVEYING ENGINEERING PLANNING MAPPING</div></div><div>13076 FIRST STREET, BECKER, MN 55308-9322 TEL: 763-262-8822 FAX: 763-262-8844</div></div></div></div></div>			
SHEET NO.		C5	
Landscape Plan		Novo Apartments, 2400 66th St. City of Richfield, Mn. Part of Sec. 28, T. 28, R. 24 Hennepin County, Minnesota	

CALL 48 HOURS BEFORE DIGGING:
GOPHER STATE ONE CALL
TWIN CITY AREA 651-454-0002
MINNESOTA TOLL FREE 1-800-252-1166

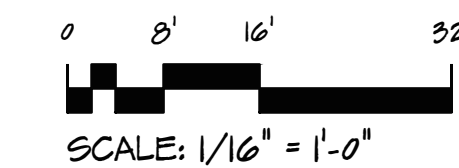
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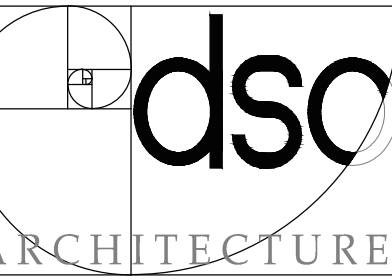
AREA SEPARATION WALL

SECOND FLOOR PLAN (THIRD FLOOR SIMILAR)

1/16" = 1'-0"



SCALE: 1/16" = 1'-0"



15703 BOULDER CREEK DRIVE
MINNETONKA, MN 55345
(612) 242-0583
ob@cosarch.com

**BROADWAY
INVESTORS,
LLC**

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION
OR REPORT WAS PREPARED BY ME OR UNDER MY
DIRECT SUPERVISION AND THAT I AM A FULLY LICENSED
ARCHITECT UNDER THE LAWS OF THE STATE OF
MINNESOTA

SIGNATURE: _____
NAME: _____
DATE: XX/XX/XX REG. NO.: _____

ISSUE DATA
24-OCT-2018 - CITY SUBMITTAL
01-NOV-2018 - REVISIONS
12-NOV-2018 - CITY SUBMITTAL

**NOVO
APARTMENTS**
2400 66TH STREET WEST
RICHFIELD, MN

**SECOND
FLOOR
PLAN
(3RD SIMILAR)**

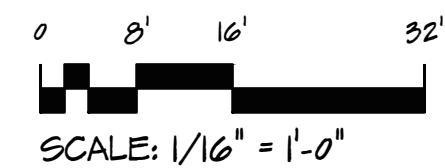
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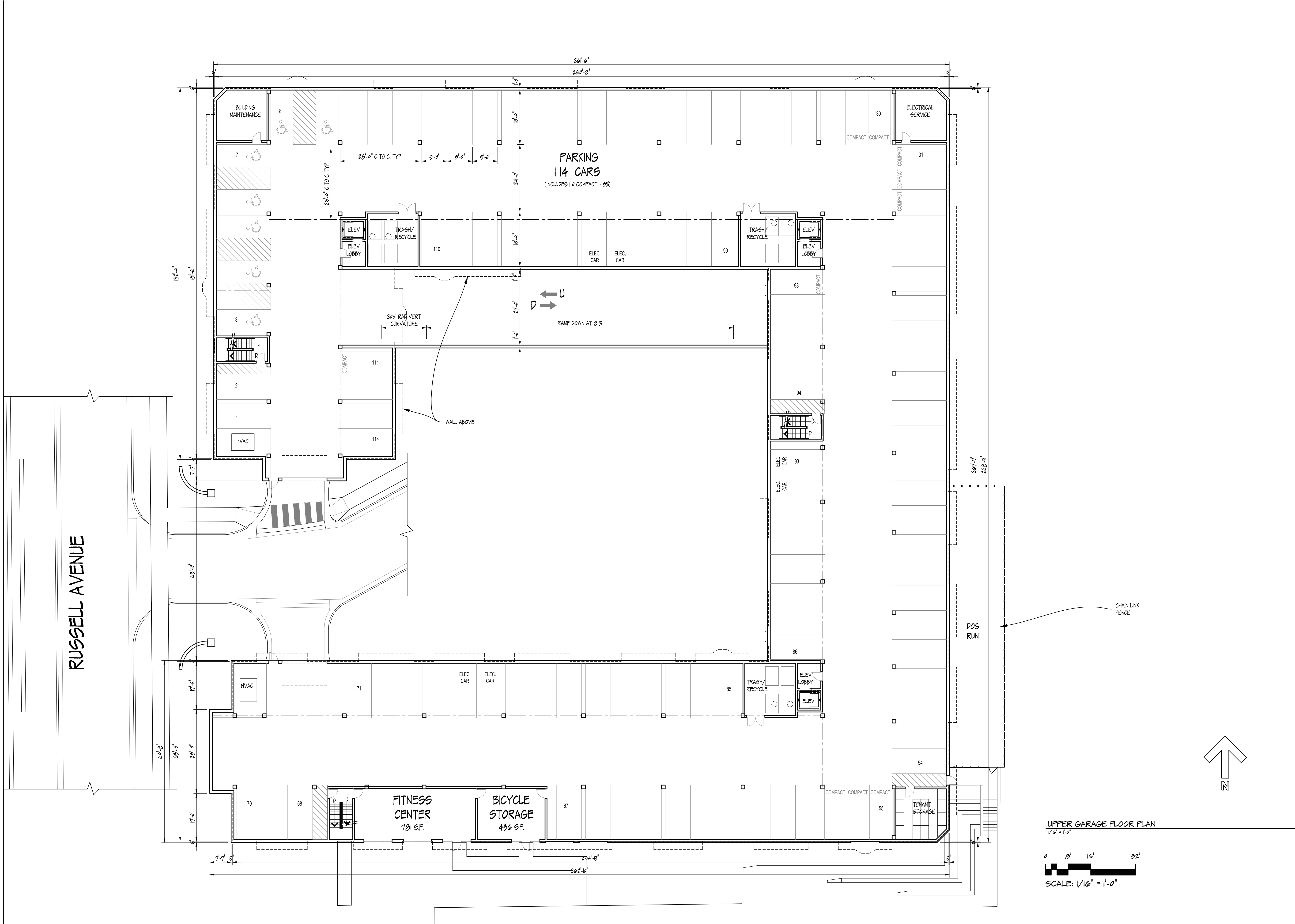
COMMISSION NO. 1707
FILE NO. 1707-66Q

SHEET NO.
A2

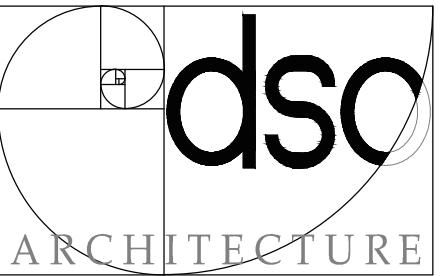
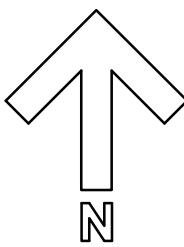
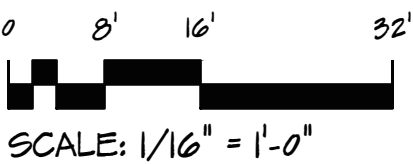


FOURTH FLOOR PLAN
1/16" = 1'-0"





UPPER GARAGE FLOOR PLAN
1/16" = 1'-0"



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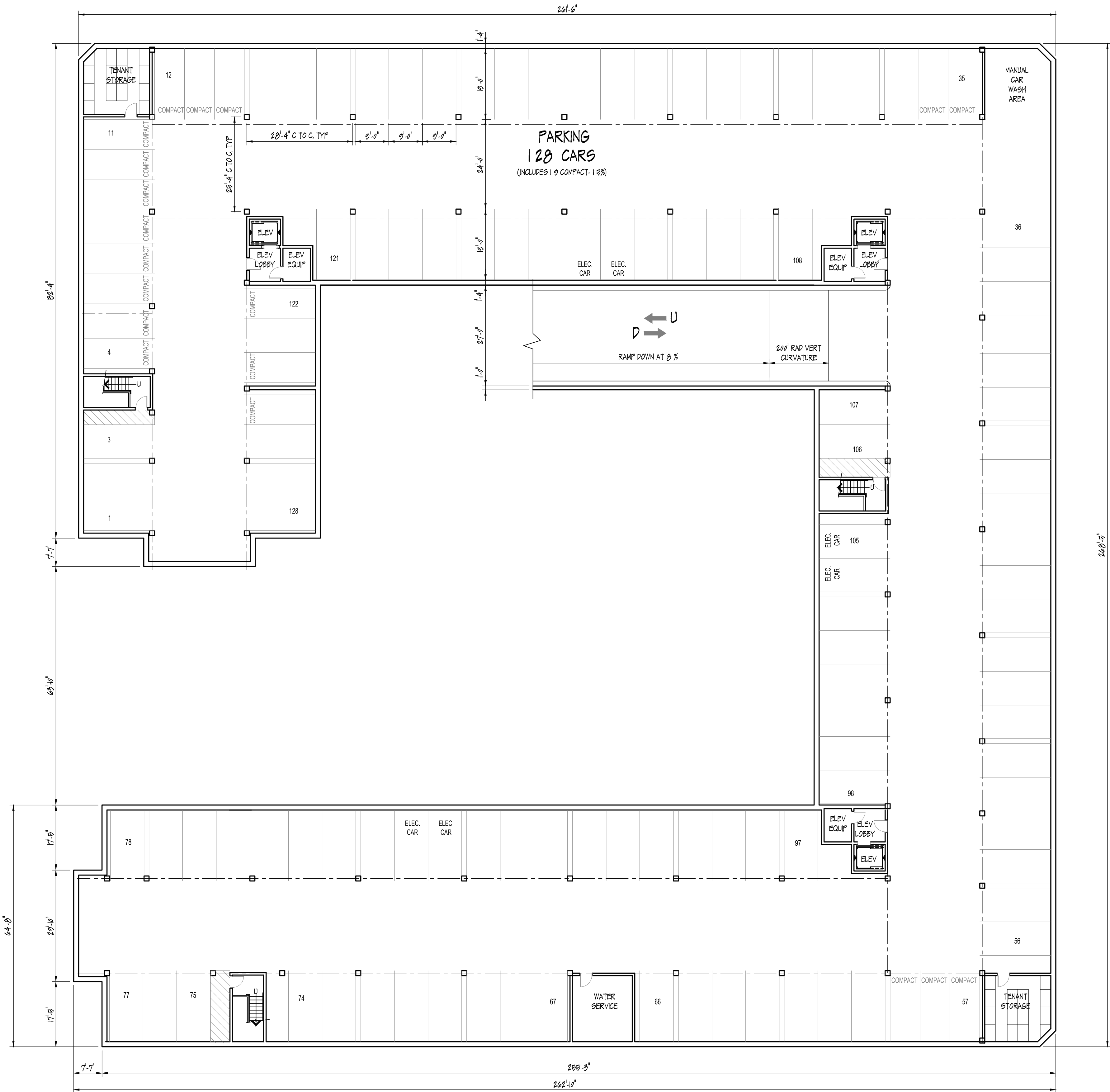
ISSUE DATA	
24-OCT-2018	- CITY SUBMITTAL
01-NOV-2018	- REVISIONS
12-NOV-2018	- CITY SUBMITTAL

**NOVO
APARTMENTS**
2400 66TH STREET WEST
RICHFIELD, MN

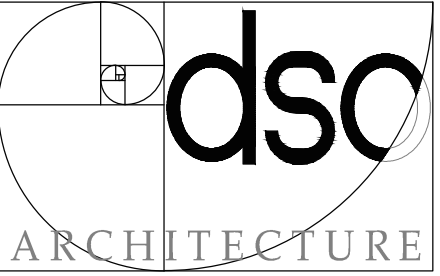
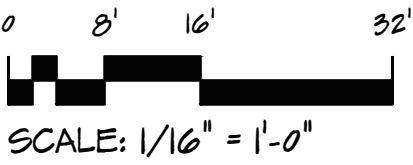
**UPPER
GARAGE
FLOOR
PLAN**
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COMMISSION NO. 1707
FILE NO. 1707-66Q

SHEET NO.
A4



LOWER GARAGE FLOOR PLAN
1/16" = 1'-0"



15703 BOULDER CREEK DRIVE
MINNETONKA, MN 55345
(612) 242-0583
ob@cosarch.com

**BROADWAY
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LLC**

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MINNESOTA.

SIGNATURE: _____
NAME: _____
DATE: XX/XX/XX REG NO: _____

ISSUE DATA	
24-OCT-2018	- CITY SUBMITTAL
01-NOV-2018	- REVISIONS
12-NOV-2018	- CITY SUBMITTAL

**NOVO
APARTMENTS**
2400 66TH STREET WEST
RICHFIELD, MN

**LOWER
GARAGE
FLOOR
PLAN**

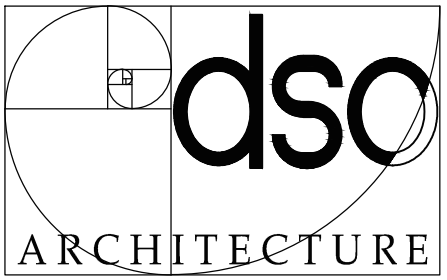
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COMMISSION NO. 1707
FILE NO. 1707-66Q

SHEET NO.
A5



ARTIST'S RENDERING



15703 BOULDER CREEK DRIVE
MINNETONKA, MN 55345
(612) 242-0583
ob@cosarch.com

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MINNESOTA

SIGNATURE: _____
NAME: _____
DATE: XX/XX/XX REG NO: _____

ISSUE DATA
12-NOV-2018 -- CITY SUBMITTAL

**NOVO
APARTMENTS**
2400 66TH STREET WEST
RICHFIELD, MN

**VIEW
FROM
SOUTHWEST**

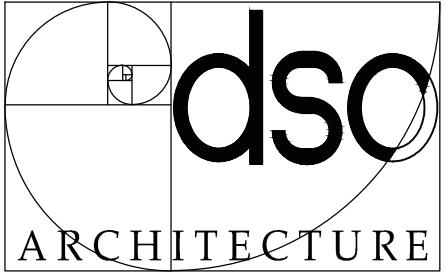
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COMMISSION NO. 1707
FILE NO. 1707-66Q

SHEET NO.
A0a



ARTIST'S RENDERING



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MINNETONKA, MN 55345
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ob@cosarch.com

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MINNESOTA

SIGNATURE: _____
NAME: _____
DATE: XX/XX/XX REG NO: _____

ISSUE DATA
12-NOV-2018 -- CITY SUBMITTAL

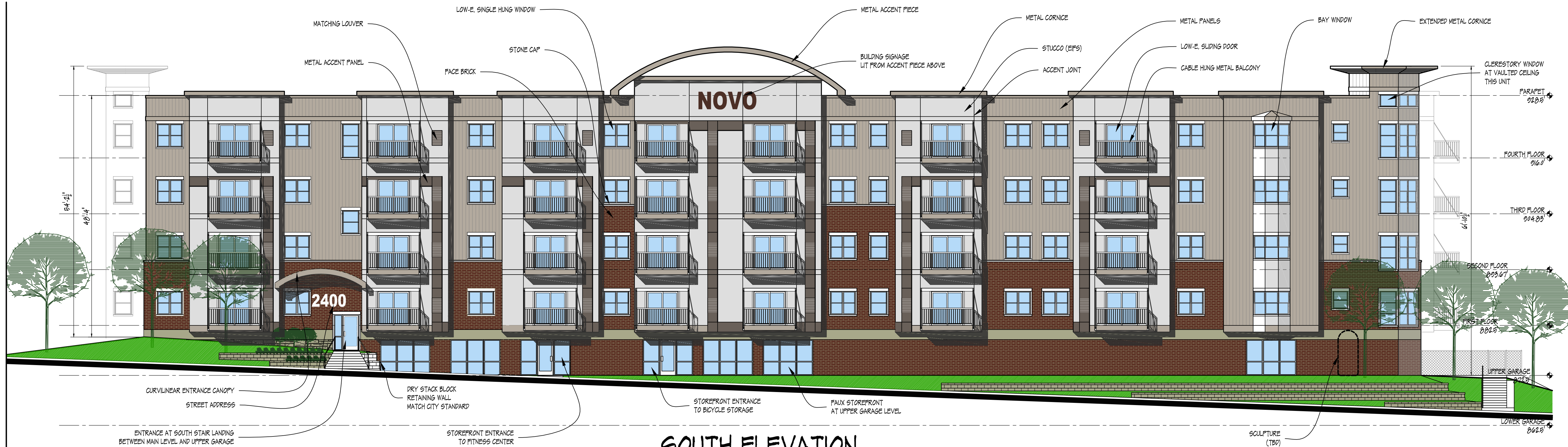
**NOVO
APARTMENTS**
2400 66TH STREET WEST
RICHFIELD, MN

**VIEW
FROM
NORTHWEST**

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COMMISSION NO. 1707
FILE NO. 1707-66Q

SHEET NO.
A0b



SOUTH ELEVATION
(AVERAGE HEIGHT ABOVE
GRADE: 55'-7")



WEST ELEVATION
(AVERAGE HEIGHT ABOVE
GRADE: 52'-7")

REFER TO SOUTH ELEVATION
FOR TYPICAL BUILDING MATERIALS



NORTH ELEVATION
(AVERAGE HEIGHT ABOVE
GRADE: 52'-0")

REFER TO SOUTH ELEVATION
FOR TYPICAL BUILDING MATERIALS

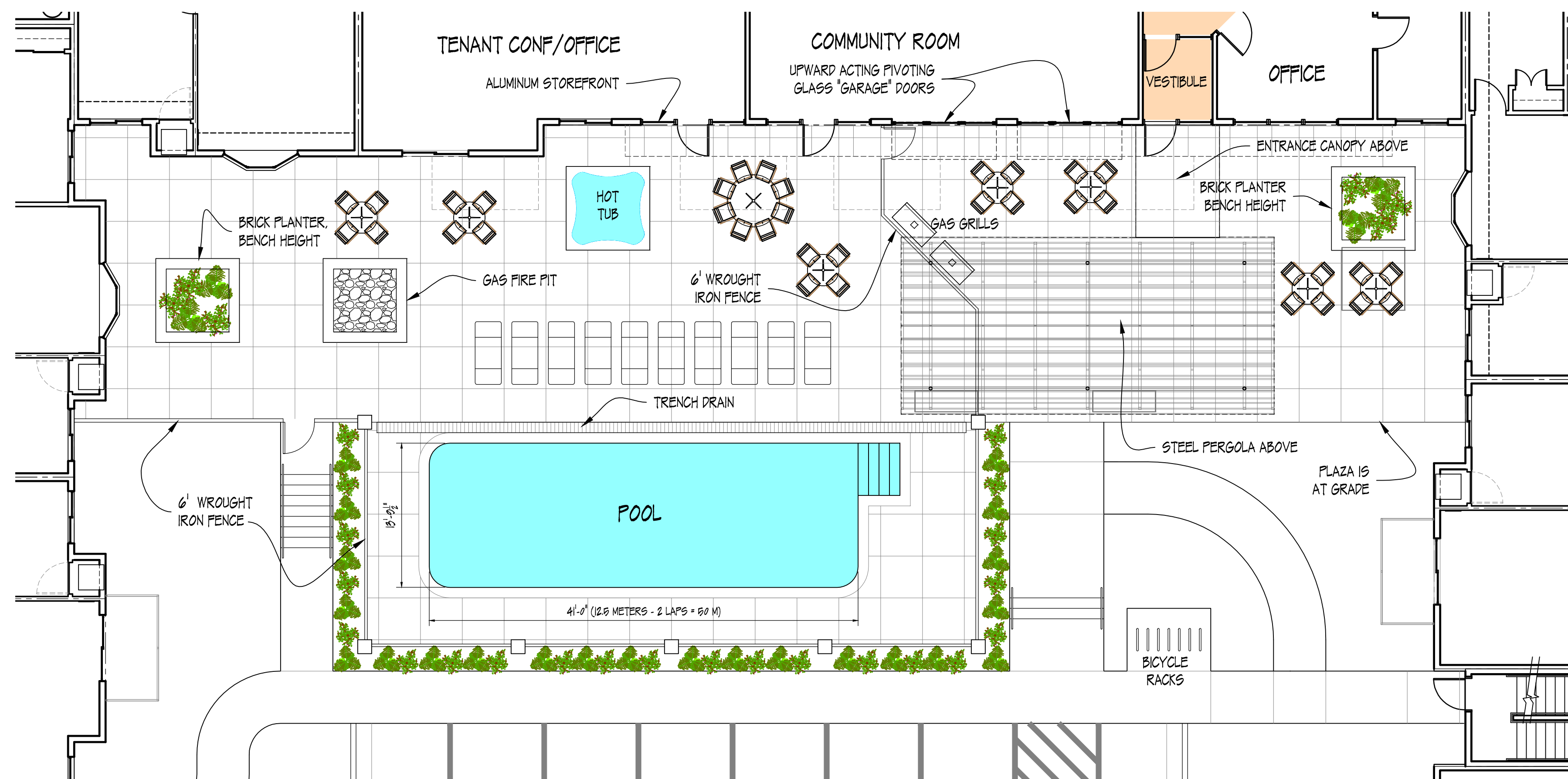
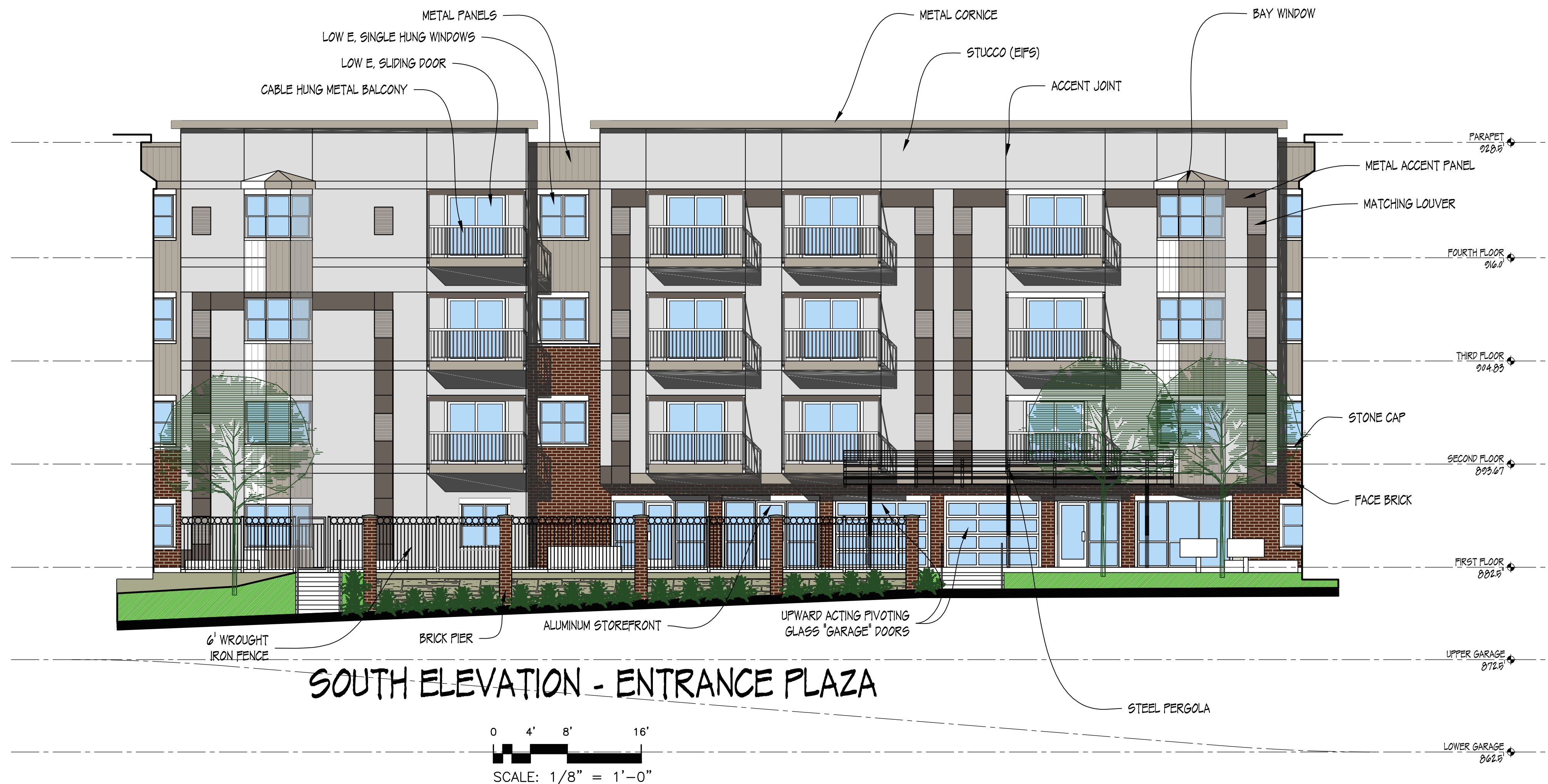
0 5'-4" 10'-8" 21'-4"
SCALE: 3/32" = 1'-0"



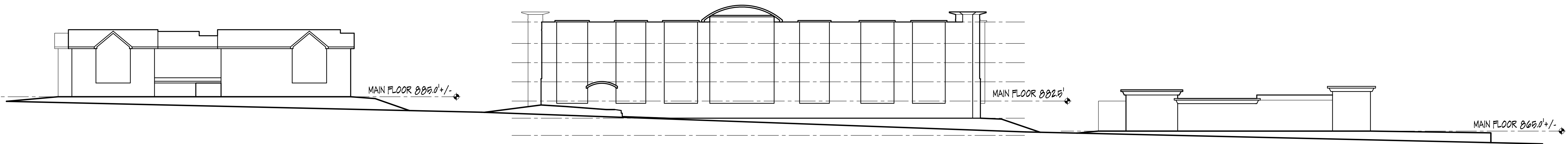
EAST ELEVATION
(AVERAGE HEIGHT ABOVE
GRADE: 56'-0")

REFER TO SOUTH ELEVATION
FOR TYPICAL BUILDING MATERIALS

0 5'-4" 10'-8" 21'-4"
SCALE: 3/32" = 1'-0"



ENTRY PLAZA PLAN



FRASER APARTMENTS

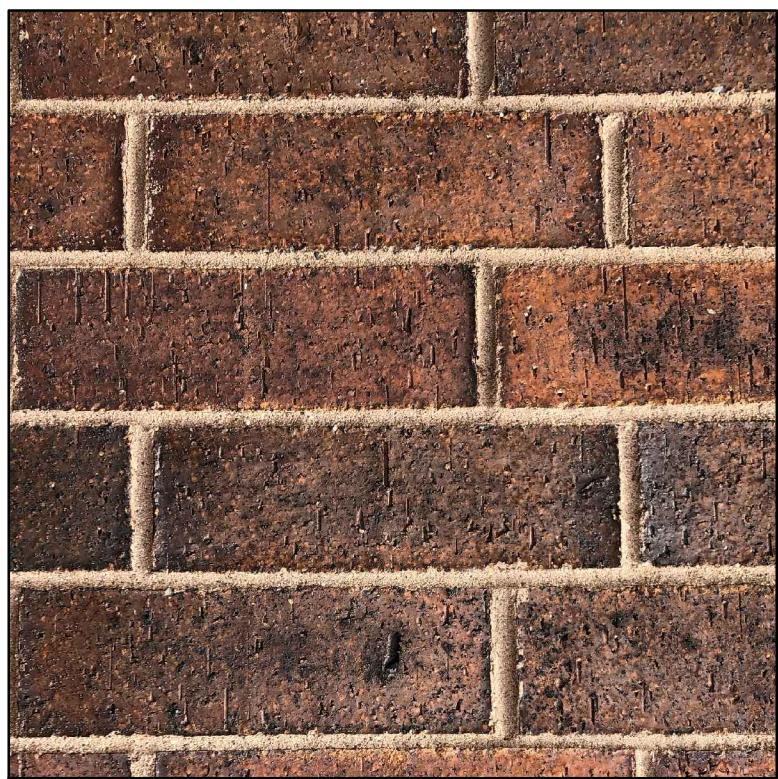
PROPOSED NOVO APARTMENTS

CVS PHARMACY

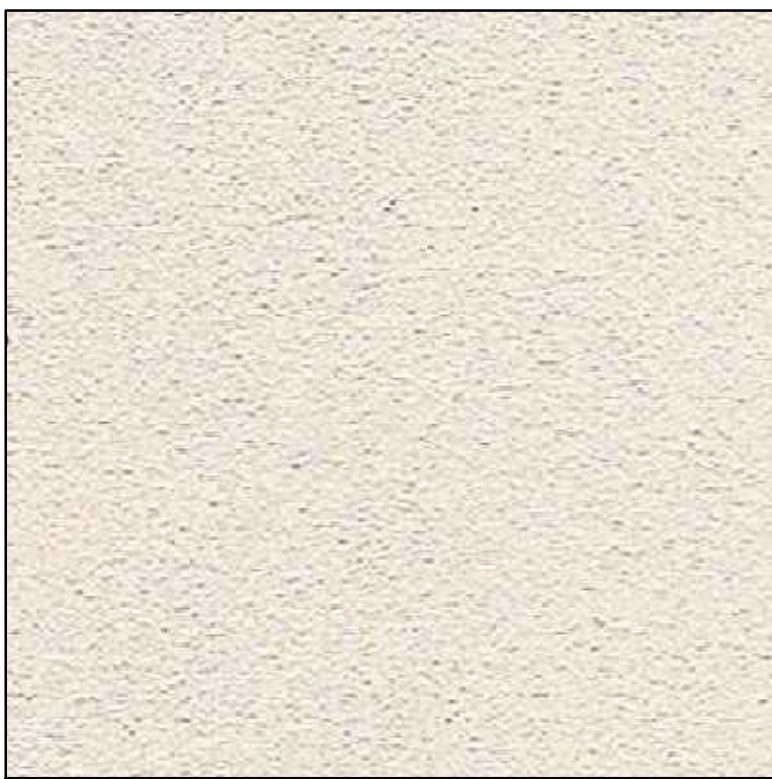
VIEW FROM 66TH STREET



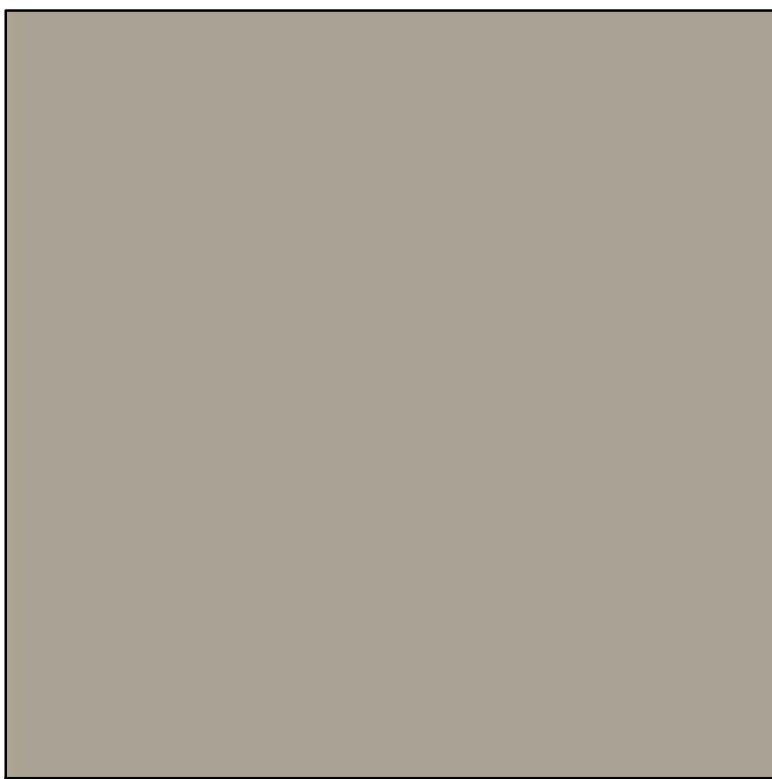
CONCRETE
(FORM LINER)



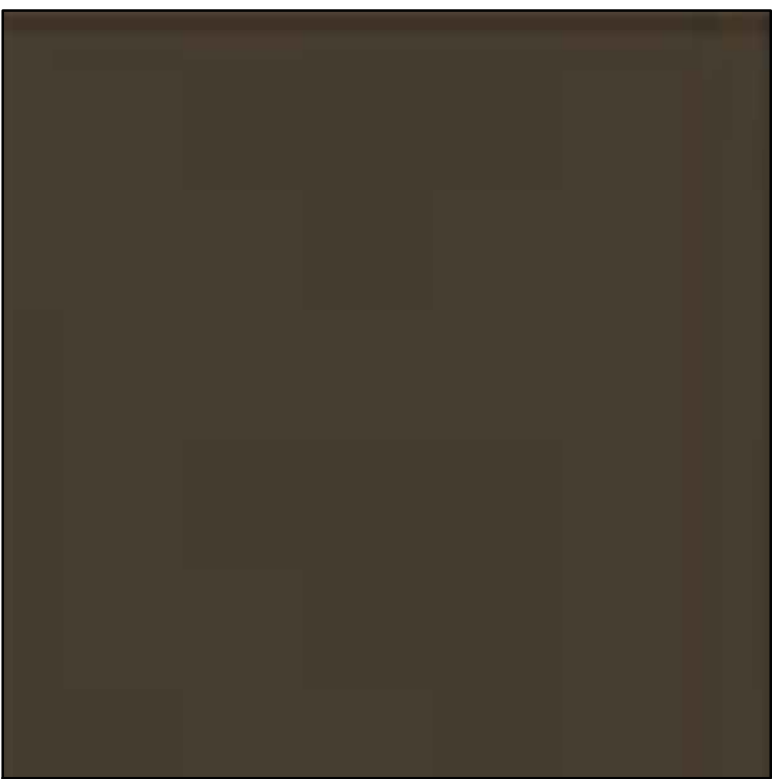
FACE BRICK



STUCCO (EIFS)
OYSTER SHELL

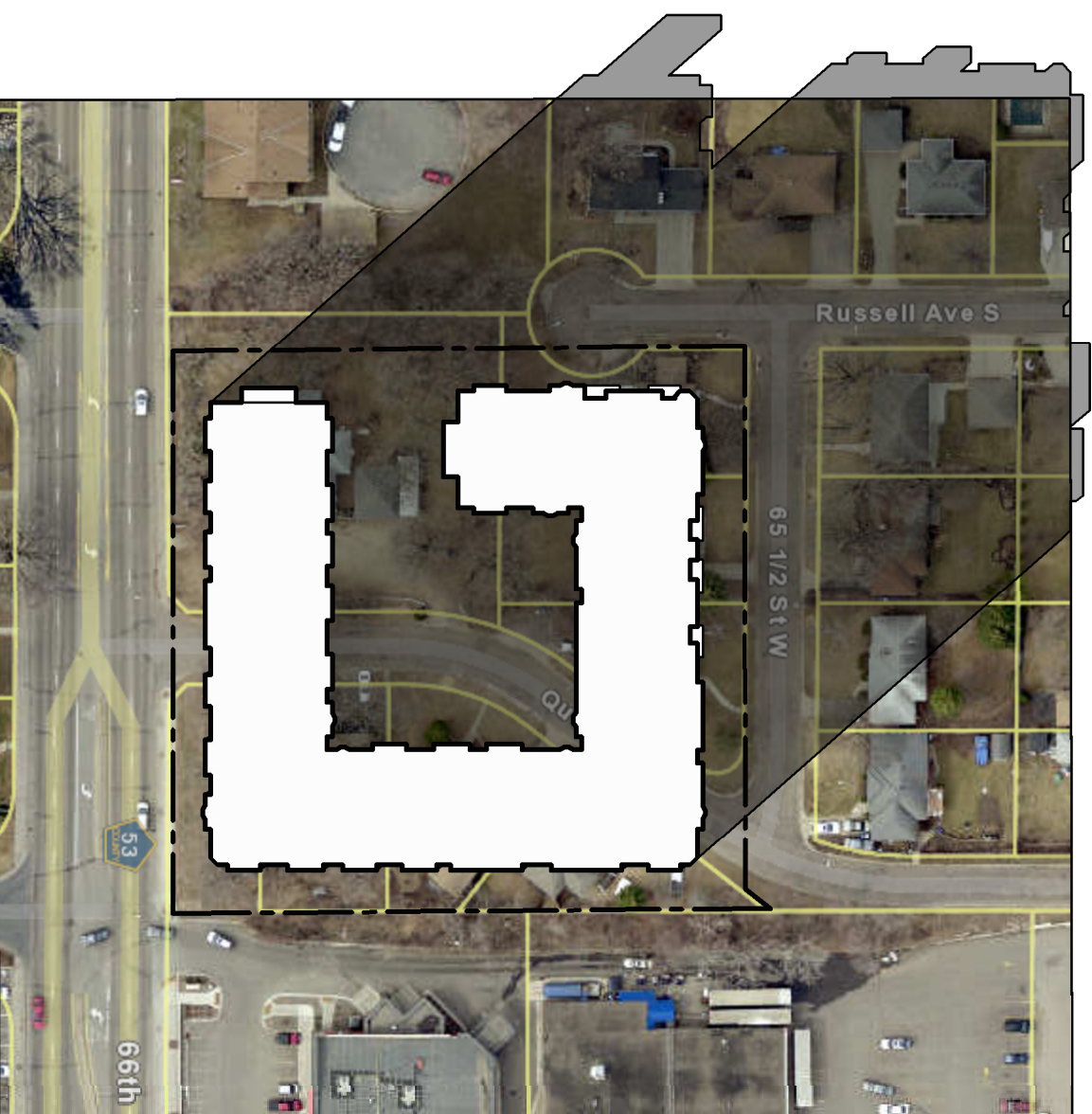


METAL WALL PANELS
ASH GRAY



METAL ACCENT PANELS
MEDIUM BRONZE

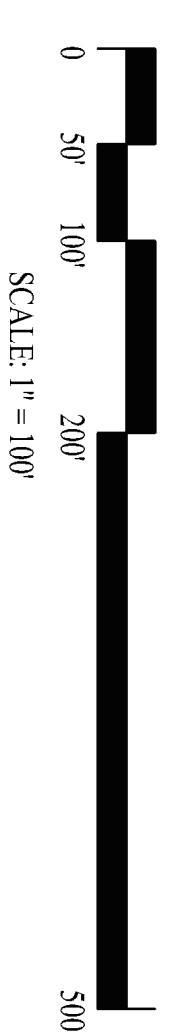
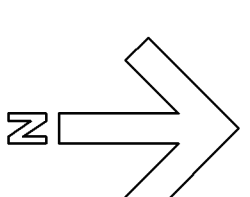
SAMPLE MATERIALS



SUMMER SOLSTICE

EQUINOX

WINTER SOLSTICE





STAFF REPORT NO. 212
CITY COUNCIL MEETING
11/27/2018

REPORT PREPARED BY: Steven L. Devich, City Manager

DEPARTMENT DIRECTOR REVIEW: Steven L. Devich, City Manager
 11/20/2018

OTHER DEPARTMENT REVIEW: N/A

CITY MANAGER REVIEW: Steven L. Devich, City Manager
 11/20/2018

ITEM FOR COUNCIL CONSIDERATION:

Consideration of the appointment of Administrative Services Director/Assistant City Manager Pam Dmytrenko as Interim City Manager.

EXECUTIVE SUMMARY:

It is necessary to someone to serve as the Interim City Manager during the period of time between the retirement of current City Manager Steve Devich and the start date of new City Manager Katie Rodriguez. This appointment will ensure continuation of City operations during the City Manager vacancy. Ms. Dmytrenko, who is the Assistant City Manager, was previously appointed as the Acting City Manager by resolution in January of this year. The action here affirms that appointment for the period of time that the City is without a City Manager.

Ms. Dmytrenko is fully qualified to assume this position as she is very familiar with the day to day operations of the City Manager's Office and its complexities. It should be a very seamless transition.

RECOMMENDED ACTION:

By motion: Appoint Administrative Services Director/Assistant City Manager Pam Dmytrenko as Interim City Manager.

BASIS OF RECOMMENDATION:

A. HISTORICAL CONTEXT

- On January 9, 2018, the City Council directed the City Manager to designate the Assistant City Manager or an available Department Director as Acting City Manager for 2018 in the event the City Manager is absent from the City.

B. POLICIES (resolutions, ordinances, regulations, statutes, etc):

- None

C. CRITICAL TIMING ISSUES:

- It is necessary to appoint an Interim City Manager prior to City Manager Steve Devich's retirement.

D. FINANCIAL IMPACT:

- None

E. **LEGAL CONSIDERATION:**

- None

ALTERNATIVE RECOMMENDATION(S):

- None

PRINCIPAL PARTIES EXPECTED AT MEETING:

N/A