



AGENDA

City Council Joint Work Session

Tuesday, July 11, 2023

5:00 PM

City Hall - Council Chambers

- 1. CALL TO ORDER**
- 2. DISCUSSION**
 - a. Zoning Code Update Discussion
 - b. Initial Discussion on 2024 Budget
- 3. UPDATES**
 - a. Project Updates
 - b. Council and Staff Updates
- 4. ADJOURNMENT**

City Council Joint Work Session: July 11, 2023

AGENDA ITEM: Zoning Code Update Discussion	AGENDA SECTION: DISCUSSION
PREPARED BY: Adam Kienberger, Community Development Director	AGENDA NO. 2.a.
ATTACHMENTS: HKGi Joint CC PC Meeting Memo 7-11-2023	APPROVED BY: LJM
RECOMMENDED ACTION:	

BACKGROUND

Community Development staff along with the consultant team from HKGi will present and discuss the status of the zoning code update project. Please see the attached memo for additional background and information.

RECOMMENDATION

Provide feedback to staff and the consultant team on the zoning code update.

MEMORANDUM

TO: Rosemount Council and Planning Commission
FROM: Jeff Miller and Beth Richmond, HKGi
DATE: July 11, 2023
SUBJECT: City Council / Planning Commission Work Session - Zoning Code Update Project

Overview

At the July 11th City Council / Planning Commission work session, planning consultants (HKGi) and planning staff will present an overview of the Zoning Code Update project. HKGi was selected to lead this project in summer 2022. The Zoning Code Update project is required to ensure consistency between the code and the 2040 Comprehensive Plan. The City Council adopted the 2040 Comprehensive Plan Update in March 2020. Since the adoption of the 2040 Comprehensive Plan, city staff has run into several instances where the official controls (i.e., zoning ordinance) are either in conflict with the 2040 Comprehensive Plan or have not been updated to address current development market trends/changes. City staff has worked to address these changes on a case by case basis, largely through the use of text amendments to the zoning ordinance. The intent of the code update is also to create zoning and subdivision regulations that are modern, consistent, and user-friendly. Given Rosemount's fast pace of growth and the rapid changes in development practices and market conditions post-pandemic, staff recommended a wholesale review and update of Titles 11 and 12 of the city code as they relate to zoning and subdivision regulations was needed. Other Titles may be impacted to ensure consistency throughout the city's code. While both the zoning and subdivision codes are part of this evaluation, major updates to the subdivision code are not anticipated since it was just updated in 2020.

Code Evaluation

The code update project began in fall 2022 with a comprehensive review and evaluation of the city's zoning and subdivision codes. An evaluation report was completed to provide a foundation for the zoning/subdivision code update process. The code evaluation identified where there are conflicting development standards, unclear processes, and regulations that do not reflect modern trends and needs of property uses and development. In particular, the current set of zoning districts and allowed uses were evaluated for the potential to eliminate overlap and conflicting regulations, with an eye toward consolidating zoning districts where possible. Other focuses of this evaluation were identifying needs for new uses/definitions and performance (site & building) standards. HKGi also reviewed the overall organization of the zoning and subdivision titles and provided suggestions for reorganization. The intent is to improve the code structure to make it easier for users to navigate and for staff to administer.

Draft Zoning Districts Updates

The focus of the July 11th City Council / Planning Commission work session will be on the following topics:

- Zoning Districts, Uses, and Standards
 - Recommending that the number of zoning districts be reduced from 21 to 14 districts
 - A new mixed use district is recommended for the Hwy 42 mixed use nodes
 - Each district's purpose statement, allowed uses, and standards updated
 - Definitions updated and expanded, particularly related to housing types
- General Development Standards (Parking, Signs, Landscaping)
 - Parking - minimum number of parking spaces requirements
 - Signs – content neutral, dynamic signs, temporary signs, directional signs
 - Landscaping – minimum planting requirements
- Code Reorganization
 - 13 chapters in zoning code reorganized and reduced to 10 chapters through logical consolidation
 - Zoning districts streamlined by reorganizing uses and standards into tables and a new chapter for use specific standards
 - Standards can be reorganized by scale: all districts, individual districts, use specific
 - Definitions located in 6 different chapters today consolidated into one chapter
 - General Provisions (chapter 2 today) is a catch-all chapter – recommend that most of its sections be relocated to other chapters

We look forward to providing you with an update of this project thus far and an opportunity to ask questions and give input on the code changes being considered.

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AGENDA ITEM: Initial Discussion on 2024 Budget	AGENDA SECTION: DISCUSSION
PREPARED BY: Logan Martin, City Administrator	AGENDA NO. 2.b.
ATTACHMENTS:	APPROVED BY: LJM
RECOMMENDED ACTION: None, discussion only	

BACKGROUND

City staff has submitted initial requests for inclusion in the 2024 Budget, and individual meetings have taken place with each department to discuss needs. Finance Director Malecha and City Administrator Martin have been working for the past many weeks to prepare the budget, and it is prudent to give the City Council an update on the current status.

The typical, lengthy presentation of the budget and all requests will be made at the August work session. The discussion on July 11 will remain high level to get the Council an initial impression of the status of the budget and to receive any guidance.

RECOMMENDATION

None, informatinoal update only.

January – 24’

DCRC Annual Meeting

TBD

February – 24’

DCRC Legislative Reception

TBD

CC Goal Setting Session

TBD

March – 24’

Commissioner Interviews

TBD

State of City

TBD

Home & Business Expo

TBD

NLC Congressional City Conference

March 11-13, 2024 -Washington D.C

April – 24’

**Volunteer & Commissioner
Recognition Event**

TBD

May – 24’

Public Service Recognition Event

TBD

June– 24’

Public Safety in the Park –

TBD

LMC Annual Conference -

June 26-28, 2024 - Rochester

July – 23’

**Lep Days Booth – Council Out &
About**

July 27th – 29th

August - 23’

**Nat’l Night Out – Council Out &
About**

August 1 starting at 6pm

September - 23’

**Food Truck Festival – Council Out
& About**

September 16th 4-9 p.m.

October – 23’

Fire Department Open House

TBD

**Haunted Woods Trail – Central
Park**

Oct. 28th 6-8pm

November– 23’

Night on the Town- TBD

NLC City Summit –

Nov. 15-18 in Atlanta, GA

Steeple Center Tree Lighting –

TBD

December– 23’

DCR Holiday Luncheon

TBD

“Santa Tour of Rosemount” –

TBD

Staff Holiday Luncheon

TBD