



AGENDA

City Council Work Session

Tuesday, October 3, 2023

5:00 PM

City Hall - Council Chambers

1. CALL TO ORDER

a. FOLLOWING THE CITY COUNCIL REGULAR MEETING:

The Council may choose to reconvene the work session after the adjournment of the regular meeting if the business of the work session is unable to be completed in the allotted time.

2. DISCUSSION

- a. Zoning Code Update Discussion
- b. Discuss Police Department Future Needs

3. UPDATES

- a. Project Updates
- b. Staff Reports

4. ADJOURNMENT

City Council Work Session: October 3, 2023

AGENDA ITEM: Zoning Code Update Discussion	AGENDA SECTION: DISCUSSION
PREPARED BY: Adam Kienberger, Community Development Director	AGENDA NO. 2.a.
ATTACHMENTS: Memo	APPROVED BY: LJM
RECOMMENDED ACTION: Provide feedback to staff and the consultant team on the zoning code update.	

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: October 3, 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 city staff presented an overview of the Zoning Code Update project. HKGi will provide a follow-up presentation at the October 3rd joint work session focused on the key topics addressed by the Zoning Code Update project since July. While the July work session focused on updating of the zoning districts, the October 3rd work session will focus on updating of the code's standards including general development standards (parking, landscaping, architectural design), signs, and use specific standards. Our intent is to provide the Council and Commission with an update of the project and an opportunity to ask questions and give input on the code changes being recommended.

The focus of the October 3rd City Council / Planning Commission work session will be on the following topics:

- Overall Zoning Code Reorganization
- District Standards vs. Use Specific Standards
- General Development Standards (Parking, Signs, Landscaping)
 - Parking - minimum number of parking spaces requirements
 - Landscaping – minimum planting requirements
 - Architectural design – cleaning up and organizing
- Signs - – content neutral, dynamic signs, temporary signs, directional signs

Updated Structure of the Zoning Code (Title 11)

As a reminder, the new chapter structure of the Zoning Code is:

Chapter 1	Purpose and Interpretation
Chapter 2	General Provisions
Chapter 3	Residential Districts
Chapter 4	Non-Residential Districts
Chapter 5	Special/Overlay Districts (shoreland, wetland, MRCCA, floodplain, planned unit development).
Chapter 6	Use Specific Standards
Chapter 7	Development Standards (e.g., parking, landscaping, tree preservation, lighting, fencing, architectural design)
Chapter 8	Signage

Chapter 9 Development Procedures (e.g., conditional use, variance, planned unit development)
Chapter 10 Definitions

Code Reorganization

At the beginning of the Zoning Code Update project, HKGi reviewed the overall organization of the zoning and subdivision codes and provided recommendations for reorganization. The intent is to improve the code's structure to make it easier for users to navigate and find needed regulations, as well as for staff to administer it. Some key highlights of the code reorganization are:

- Reduced the number of zoning districts from 21 to 13
- Streamlined current zoning districts by reorganizing allowed uses and dimensional standards (lot sized, building setbacks, etc.) into tables and relocating other standards to more appropriate sections
- Reduced zoning districts chapter from 96 pages down to 8 tables and 5-6 pages
- Reorganized standards by scale: all districts, individual districts, specific uses
- Added a new chapter focused on use specific standards so they are easier to find
- Addressed the confusing content of Chapter 2 (General Provisions) which is currently a catch-all chapter with 20 sections that are not necessarily related – most of the sections have been relocated to other chapters that make sense

Purpose of the Zoning Code Update

The Zoning Code Update project is required to ensure consistency between the zoning code and the 2040 Comprehensive Plan. The City Council adopted the 2040 Comprehensive Plan Update in March 2020. This project is not making any changes to the 2040 Comprehensive Plan and the 2040 Future Land Use Map remains in place. The intent of this update is to address the aspects of the zoning code that are in conflict with the 2040 Comprehensive Plan or have not been updated to address current development market trends/changes. The intent is also to create zoning and subdivision regulations that are modern, consistent, and user-friendly. While both the zoning and subdivision codes are part of this project, there are not major updates to the subdivision code since it was just updated in 2020.

We look forward to another productive meeting on the Zoning Code Update project!

City Council Work Session: October 3, 2023

AGENDA ITEM: Discuss Police Department Future Needs	AGENDA SECTION: DISCUSSION
PREPARED BY: Mikael Dahlstrom, Police Chief	AGENDA NO. 2.b.
ATTACHMENTS:	APPROVED BY: LJM
RECOMMENDED ACTION: Info item only, no action needed.	

BACKGROUND

Based on discussions at Budget work sessions this summer, staff will discuss future needs and projections within the Police Department. The 2024 Budget includes 3 new positions in the Police Department, and staff will discuss the changing service demands, requests for partnerships, and staff growth needed to respond to the City's growth trajectory and the aforementioned requests.

RECOMMENDATION

Info update only, no action needed.

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

March 2 9:30-1:30

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 – 24’

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

July 26th – 28th

August - 24’

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

August 6th starting at 6pm

September - 24’

2024 Dig In – Open House

TBD

Food Truck Festival

September 21st

October – 23’

Fire Department Open House

Oct. 8th 11-2 p.m.

**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 –

Nov. 25th

December– 23’

DCR Holiday Luncheon

TBD

“Santa Tour of Rosemount” –

TBD

Staff Holiday Luncheon

TBD