

REGULAR CITY COUNCIL WORK SESSION

December 5, 2017

Rear Council Meeting Room

4100 Lakeview Avenue North

Robbinsdale, Minnesota

Immediately following the 7:00 p.m. City Council meeting

AGENDA

1. CITY COUNCIL WORK SESSION CALLED TO ORDER BY MAYOR PRO TEM
2. ROLL CALL: Blonigan, Rogan, Selman, Backen, Mayor Murphy
3. DISCUSSION: Recreational Fires (attached)
4. DISCUSSION: Community Survey – Next Steps (attached)
5. DISCUSSION: South Broadway/France Redevelopment District (attached)
6. SCHEDULING DISCUSSION: 2017 RailVolution reports & 2018 Goals Discussion
7. UPDATE: Problem Properties
8. UPDATE: 2017-2018 Goal Updates (attached)
9. OTHER BUSINESS
10. ADJOURNMENT

3. Recreational Fires

The permit application developed by the fire department and approved by the City Council in 2014 indicates the following (which are not specified by city code):

The Fire Chief or designee, or any Police Officer, is authorized to require that recreational fires be immediately discontinued if any recreational fire requirement is violated, or if **smoke emissions are offensive to occupants of surrounding properties**, or if the Fire Chief, or designee, or Police Officer determines that the fire constitutes a hazardous condition.

Some residents are sensitive to smoke and have reported that neighbors fires are offensive. Permit holders question the threshold for determining offense. This particular requirement was not part of the City Council policy review in 2014.

Also – Robbinsdale's permit allows recreational fires between 9 am and 11 pm and some properties have been reported to having fires for several hours. If fires are not for disposing of yard waste but for recreational enjoyment a 12 hour span seems unusually long.



City of Robbinsdale

MEMORANDUM

TO: Mayor and City Council
 FROM: Marcia Glick, City Manager
 DATE: July 22, 2014
 RE: Recreational Fire Policy

Background

At the June 17th City Council meeting, members received verbal and written feedback from residents regarding requests to change the City's policy related to recreational fires. Two types of fires were discussed:

- Fire pits located on the ground and surrounded with stones or metal rings have a 25 foot from structure requirement in the State Fire Code.
- Portable fully contained fire units defined as a manufactured free-standing unit (listed by a nationally recognized agency such as Underwriters Laboratory) containing a spark arresting screen and cover.

City Code requires open burning permits for recreational fires other than charcoal grills, camp stove or similar devices:

910.47 Subd. 2. Recreational fire. A recreational fire is defined as a fire set for cooking, warming, enjoyment, or ceremonial purposes which is not more than three feet in diameter by three feet high and has had the ground five feet from the base of the fire cleared of all combustible material. No permit is required for a fire contained in a charcoal grill, camp stove or other device designed for the purpose of cooking or heating.

Analysis/Conclusion

In the discussion at the July 1st City Council work session, it was suggested that there should be one permit process with a form highlighting different requirements for in-ground vs. portable, self-contained units. Council are asked to review and confirm the following policy elements.

Requirements for ALL types of recreational fires:

- | | |
|---|---|
| <ul style="list-style-type: none"> • On private property • Minimum 10 feet from property lines • Resident at least 18 years old present • Flames shall not exceed 2 feet above base • Prevailing wind speed not over 5 mph • Not allowed during burning bans or air quality alerts by MPCA. | <ul style="list-style-type: none"> • Only clean, dry firewood. No painted or treated lumber or construction materials. NO leaves, trash or garbage. • Fire extinguishment aids on hand • 9:00 a.m. to 11:00 p.m. |
|---|---|

In-ground Pits:

- Maximum 3 feet diameter
- Minimum 1 foot deep
- Outer ring non-combustible
- 25 feet from all structures (including buildings, fences, decks)

Portable, Self-Contained Units:

- Maximum 3 feet diameter
- Minimum 1 foot deep
- Spark arresting screen and cover
- 15 feet from all structures (including buildings, fences, decks)
- No Chiminea or ceramic/clay units

When completing an application, the applicant will initial each of the key requirements for recreational fires and indicate that they understand and will abide by those requirements. A drawing must be submitted to show distances to garages, houses, sheds, fences, decks, roofs, combustible materials and property lines. Those found to have recreational fires that do not conform to requirements will be required to extinguish the fires, may have their permits revoked, and may be issued administrative citations.

Special consideration can be allowed when adjacent property owners submit a co-application for a shared recreational fire. With a co-application, the minimum 10 feet from property lines requirement could be waived (essentially treating the two yards as one location.)

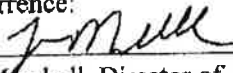
Recommendation

By motion, confirm that the policy elements included in this memo are to be incorporated into the Recreational Fire permit application.



Marcia Glick, City Manager

Concurrence:



Tom Marshall, Director of Administrative Services

4. Community Survey

Survey results were presented on October 10th at a special City Council meeting. The City Council has not yet discussed next steps related to the results.

The survey results are available on the website - link can be found on the City Council page - and find the presentation as part of the October 10th meeting agenda package.

Council Members are asked to identify action items from the results. Depending on time, this discussion could be at the meeting or delayed to the January work session on 2018-2019 strategic goals.

5. South Broadway/France Redevelopment District

On December 21st, the Planning Commission will discuss requirements for this redevelopment area identified by the City Council during their November 21st meeting. This is a required step for a zoning overlay district or Comprehensive Plan amendment. Zoning amendments require public hearing at the planning commission, 2 readings of the ordinance including notice to affected owners before 2nd reading; there is no 30 day referendum opportunity for zoning amendments.

Staff note that this section connecting France to 40th has the following characteristics:

- Access is limited by County Road 81 on the east (with no access except at 36th and 40th) and the railroad on the west (with crossing at 36th, the 39 ½ crossing will be closed with LRT construction moving the westerly access to 41st)
- There is a local road connection to Hubbard at 37th & 39th and connection to 36th at Halifax and Grimes.
- Lake views across CR81 promote higher building heights, while higher buildings change views from those on the west side of the street.
- Current land use predominantly multi-family along West Broadway with two new apartment developments anticipated at the turn to France and south. Single family homes are the dominant use on both sides of Hubbard and land extending west to the railroad.
- Metro Transit busses have regular service along France-West Broadway which has made the area attractive to transit dependent residents.
- West Broadway as developed with nodes for pedestrian crossings and narrow width of France-Broadway is not a bike friendly environment. Updated bicycle study recommended utilizing Hubbard as a bicycle boulevard.
- With the exception of Good Samaritan, Robbinsdale Clinic and the church on 39th on the east and Windsor Court/Bridgeway apartments on the west, the properties along Hubbard and to the west are single family homes.
- There is a significant grade change between CR81 and France/W Broadway

West side redevelopment – currently predominantly ½ block deep:

- Redevelopment of the Good Samaritan property specifically required parking access and deliveries away from Hubbard to keep traffic activity on the Broadway side of the building.
- Most properties on the west side have a small yard in front.

East side redevelopment – currently ½ block deep:

- Lakeland Ave provides service road access
- Some buildings have parking directly from Lakeland; some have elevated parking accessed from Broadway.

- Should requirements encourage (incentivize) underground parking taking advantage of the topography with 1 level access from Lakeland and 1 level access from north/south driveway – example Beard development?
- Should garbage collection/moving vans be required to be on Lakeland frontage?
- What about FedEx/UPS?

What about the Town Center/US Bank block? US Bank is currently under the Downtown Development Guidelines – Town Center (Built a few years before the guidelines) was removed; US Bank was not.

Zoning District Detail:

Zoning:	Current Min. front setback	Proposed “Build to line”
Residential Business R-B	Not less than 25 feet	15 ft. for Res, 5 ft. other uses
Neighborhood business B-1	Not less than 10 feet	Being phased out
Limited business B-2	5 feet	15 ft. for Res, 5 ft. other uses
Highway business B-3	5 feet	15 ft. for Res. 5 ft. other uses

The build-to line is intended to replace the concept of a minimum setback with a maximum setback to discourage parking on front of buildings.

Building Height

- 2 stories within 20 feet of the front property line
- 3 stories 20 feet to 30 feet of the front property line
- 4 stories 30 feet or more from the property line.

CUP allows buildings in excess of 4 stories or 50 ft. heights

Required building materials on building facades

A combination of glass/glaze, masonry (including brick, cut stone, or equivalent) on 75% of wall surface facing right-of-way. Balance of materials can be non-vinyl siding

Robbinsdale Strategic Direction/Strategic Goals/Goals/Projects

Innovating for Quality Services & Efficiencies		Promoting & Connecting			Revitalizing the Core		Investing For The Future		
Become an Employer of Choice		Communicate to Inform Residents	Engage/Involve Residents	Brand the City	Expand LRT Redev. Discuss	Do LRT Right	ID Support & Desire For Civic Center	Timely Asset Replace& Maint.	Develop & Leverage Partnerships
Employee Engagement	Technology/Innovation	Community Engagement		PR Campaign	Redevelopment	Downtown	Infrastructure		Funding
Market Study Staff wage/salary <ul style="list-style-type: none"> • Presentation 11/7/17 • Reviewing data as part of contract negotiations 	On-line Payment updates Invoice Cloud (Ubills) <ul style="list-style-type: none"> • Implemented. More users are adopting this system than previous. 	Improve Language on Public Announcements – less officious <ul style="list-style-type: none"> • On-Going 	New Resident Orientation – Quarterly Welcome Letter Sent Out Quarterly	New signs-Landmark <ul style="list-style-type: none"> • Noble/ 36th concept approved • 2018 installation 	County \$ for Consultant/Staff <ul style="list-style-type: none"> • County taking lead on RFP for Park/Ride • Project challenged by site control + financing certainty for project • Staff continuing to meet 		SURVEY Complete and presented Discuss next steps 12-5-17	LVT Pavilion and shade structures <ul style="list-style-type: none"> • Pavilion site Ribbon April with 125 Bday • Shade structures 2018 	Identify Network of Resources <ul style="list-style-type: none"> • On-going
Employee Recognition Enhancement <ul style="list-style-type: none"> • peer recognition concept discussed 	Electronic Resident Request System <ul style="list-style-type: none"> • Available on Website • Working with Departments for set up • Similar to on-line 311 software 	HRC to assist in Outreach <ul style="list-style-type: none"> • Staff sent letters to churches- 4 replied 	Community Event Parks Night Out	Video Tour Book Update <ul style="list-style-type: none"> • Complete 	Developer Roundtable Station Area <ul style="list-style-type: none"> • 2018? 	Downtown Infrastructure Update Coordination <ul style="list-style-type: none"> • BLRT Discussions • Alerting downtown business owners 	YMCA Contact <ul style="list-style-type: none"> • Mayor contact with YMCA • New contact person – No reply to survey option. 	Triangle Park Master Plan & Hollingsworth Park Refresh <ul style="list-style-type: none"> • Hollingsworth Art approved • CAD for Phase 1 received August 	Legislative Lobbying <ul style="list-style-type: none"> • On-going • Small cell • Sunday liquor • Wine in Grocery • Local authority
		Senior Commission assist in Outreach to Apartment Liaisons <ul style="list-style-type: none"> • Staff sent letters to apartments – 4 have identified liaisons 	Annual Engagement Event Council/Churches/Staff	Downtown Piano	ID Top 5 Sites <ul style="list-style-type: none"> • Part of Comp Plan 	Downtown “Parking Needs” Study <ul style="list-style-type: none"> - Complete - Parking on east side fills/parking on west side available 		Wellhead protection & RFP water plant feasibility <ul style="list-style-type: none"> • 2018 wellhead • Plant study 12/19 	New: Public Health <ul style="list-style-type: none"> • Tobacco Updates • 12.5 Council • Monitor for November 2018
Review/Improve Solid Waste Options - New <ul style="list-style-type: none"> • Added Textile Recycling June 5,2017 • Organics - on-hold 		Heart Safe Community <ul style="list-style-type: none"> • Senior Commission in December to include other potential champions. • 2018 City wide newsletter – Feb. 	NNO Engagement Packets	2 nd Downtown Mural -On hold	Comprehensive 2040 Plan Update <ul style="list-style-type: none"> • April 20 & July 20 open house • November open • Dec/Jan CC PH 	Parking Ramp/Wrap Resolution <ul style="list-style-type: none"> • Working on RFQ • RFQ needs to follow site control • Construction timing 		Liquor Store Relocation <ul style="list-style-type: none"> • 9/2018 	
		Mayor City Manager – State of City <ul style="list-style-type: none"> • Chamber presentation 	125 year celebration April 19, 2018 Projects approved		Apartment Development 37xx WB December 19 Council	LRT Work Sessions – Council Input & Updates		Energy Efficient LEDs City Hall & Pubic Safety done	
		Social Media: <ul style="list-style-type: none"> - News Blast - Advertise Meetings - Social Media Policy – January 2018 • On-Going 	New 2-year Commission Positions					City-wide Water Meter Replacement <ul style="list-style-type: none"> • 2018-9 project 	
	Completed Projects							Historic Library Meeting Room <ul style="list-style-type: none"> • Grant submitted • Mid December announcement • 2018? 	
								Council Chambers AV Update-2018	

Strategic Direction		Goal		Strategic Goal		Project	
---------------------	--	------	--	----------------	--	---------	--