



## Planning Commission 2015 Annual Work Plan

Revised Work Plan 2/11/15

2015 New Initiative	Target Completion Date	Budget Required	Staff Support Required	Council Approval
<p><b>A. Zoning Ordinance Amendments</b> (See attached Zoning Ordinance Work Plan Tracker.)The Planning Commission would like to complete the following from the list in 2014:</p> <ol style="list-style-type: none"> <li>1. Grading &amp; Drainage – work with engineering to establish clear regulations</li> <li>2. Parking regulations/Proof-of-parking</li> <li>3. Lighting Ordinance</li> </ol> <p><b>B. Policy Recommendations</b></p> <ol style="list-style-type: none"> <li>1. Tree Ordinance/Landscaping</li> <li>2. Density in Southdale area</li> <li>3. Living Streets – Bringing buildings up to the street &amp; connecting to the street.</li> <li>4. Mid Term Comp. Plan Consideration</li> <li>5. Sustainability enforcement/PUD/Ped. friendly/affordable housing</li> <li>6. Monitoring Residential Redevelopment standards &amp; ordinance</li> </ol> <p><b>C. Commission Liaison</b></p> <ol style="list-style-type: none"> <li>1. Connectivity – Living Streets</li> <li>2. France Avenue Corridor Planning</li> <li>3. GrandView</li> </ol>	<p>On-going</p> <p>2015</p> <p>2015</p> <p>2015</p> <p>On-going</p>	<p>No additional budget requested at this time</p> <p>No additional budget requested at this time</p>	<p>Yes, staff support is required</p> <p>50 Hours + Engineering Department</p> <p>30 Hours</p> <p>30 hours</p> <p>Yes, staff support is required</p>	<p>Council approval is required for each Zoning Ordinance amendment</p> <p>Council approval is required</p>

<p><b>D. Small Area Plan</b> - Conduct a Small Area Plan for the Cahill and 70<sup>th</sup> Commercial area as defined in the Comprehensive Plan.</p>	<p><del>2015-16</del> 2016-17</p>	<p>\$25,000-\$75,000 depending on the scope of work to be done by a consultant. (TIF funds) <b>To Be Determined</b></p>	<p>Yes, staff support is required</p>	<p>Council approval is required</p>
<p><b>E. Small Area Plan</b> – Complete the Small Area Plan for the Wooddale and Valley View Commercial area.</p>	<p>2015</p>	<p>\$40,000 (TIF funds)</p>	<p>Yes, staff support is required</p>	<p>Council approval is required</p>
<p><b>F. Small Area Plan/Density Study in the Southdale area</b> – Conduct a Small Area Plan/Density Study for the Southdale area in conjunction with the engineering department’s study of transportation and utility capacity in the Southdale area.</p>	<p>2015-16</p>	<p>\$75,000 depending on the scope of work to be done by a consultant. (TIF funds)</p>	<p>Yes, staff support is required</p>	<p>Council approval is required</p>
<p><b>Progress Report:</b></p>				

**Ongoing Responsibilities**

The Planning Commission is responsible to review all Land Use applications submitted to the City of Edina. Land Use applications include: Variances; Site Plan Review; Sketch Plan Review; Conditional Use Permits; Subdivision; Lot Line Adjustments; Rezoning; and Comprehensive Plan Amendments.

To accomplish this responsibility the Planning Commission meets twice per month, on the second and fourth Wednesday of the month. The Planning Commission typically reviews 3-4 of the above requests each agenda.

**Other Work Plan Ideas Considered for Current Year or Future Years**

Begin preparation for the 2018 Comprehensive Plan Update

**Proposed Month for Joint Work Session:**

May

**Staff Comments:**

We anticipate 2015 as another very busy year for development. We will try to accomplish as much as we can outside of our usual "ongoing responsibilities."

**Council Comments:**

**General plan for work, schedule, and involvement**

*DRAFT* 10 February 2015

PLAN OF WORK		SCHEDULE																												INVOLVEMENT
		MONTH WEEK	One				Two				Three				Four				Five				Six				Seven			
STAGE	TASK AND DESCRIPTION	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
<b>One</b>	<b>Organize and guide</b>																													
1.1	Kick-off session and work group definition	█																												Public, Work Group
1.2	Work group Principles sessions (1: generate; 2: clarify; 3: refine and agree)	█	█																											Public, Work Group
1.3	Principles check-in			█																										Public, Work Group
1.4	Principles decision point				█																									Public, Work Group
<b>Two</b>	<b>Frame and narrow</b>																													
2.1	Pattern dialog					█																								Public, Work Group
2.2	Work group Pattern sessions (1: generate; 2: clarify; 3: refine and agree)				█	█	█																							Public, Work Group
2.3	Pattern check-in							█																						Public, Work Group
2.4	Pattern decision point								█																					Public, Work Group
<b>Three</b>	<b>Expand and define</b>																													
3.1	District dialog									█																				Public, Work Group
3.2	Work group District sessions (1: generate; 2: clarify; 3: refine and agree)									█	█	█	█	█	█	█	█													Public, Work Group
3.3	District check-in																													Public, Work Group
3.4	District decision point																													Public, Work Group
<b>Four</b>	<b>Concur and document</b>																													
4.1	Plan and policy dialog																													Public, Work Group
4.2	Work group Plan and Policy sessions (1: generate; 2: clarify; 3: refine and agree)																													Public, Work Group
4.3	Plan and policy check-in																													Public, Work Group
4.4	Plan and policy decision point																													Public, Work Group

PUBLIC  
 WORK GROUP  
 CITY COUNCIL/PLANNING COMMISSION  
 OUTSIDE RESOURCES, TECHNICAL CONSULTING

## West Side of France Avenue and Southdale District Small Area Plan

**DRAFT** 10 February 2015

### Overview

#### *Intent*

- Initiate a process that allows for a comprehensive review of planning policy for the Southdale corridor, but focus initially on an area along the west side of France Avenue
- Allow for a well-grounded and broad consideration of possible change without directing attention to a particular site
- Establish an engagement process that includes a committed and supported work group and broader stakeholder participation
- Outline a process based on incremental deliverables and key early decision-making
- Use a focus on the west side of France Avenue to permit more informed decisions for parcels currently being considered for change, arrive at a tool that might guide a process for the whole of the Southdale area, and demonstrate methods that might be used during the comprehensive plan update

#### *Conditions*

- The potential for change in the corridor is highlighted in the Comprehensive Plan, as is the need for studying the area in more detail.
- Market forces and the conditions of some properties suggest that change is possible, maybe even likely.
- Many properties have not seen significant change in decades and the time might be right for new investment.
- The city's investment in the public realm aimed at a more pedestrian-accommodating environment need to be supported by the ways in which the private parcels respond in redevelopment.

#### *Assumptions*

- Initial work is not wholly technical in nature but may be more intention-driven; still, some definitive work needs to be performed in the context of broader and supported guidance.
- While change might seem inevitable, an early step should direct attention to more fully recognizing the potential for change.
- The west side of France Avenue might be the pressure point for the whole area because of its juxtaposition with the Cornelia neighborhood.
- Parcels along the west side of France Avenue are not homogenous and not necessarily similarly situated along the length of the west side.
- To move from the comprehensive plan, a direction must be framed that accommodates new development as a response to an active market, respects the qualities of the single family neighborhood to the west, and results in high quality and enduring patterns of buildings and sites.

### General plan of work

Activities need to be orchestrated to establish clear decision points for the Planning Commission and City Council. With those points identified, each body should be able to determine where there is value in

continuing the process, recognizing that a halt means that current policy guidance of the comprehensive plan is maintained. The work is intended to be incremental in its evolution, only taking on limited tasks to better allow for focus on each step and only moving forward when subsequent steps can clearly rely on the work already accomplished. Importantly, even interim deliverables may permit the Planning Commission and City Council to better understand the ways in which a proposal for change fits desired patterns.

To be effective, the process should be organized around a work group composed of a range of local, community, and non-local interests. It's important that the group be balanced in orientation, representative of known stakeholders, open-minded toward possibilities for change, and collaborative, and that their charge is focused on each stage of work and limited in duration, and their role is only perpetuated by successfully arriving at conclusions at each stage of work. The work group should be composed of members designated to fill certain roles, but also have members who are selected to be representatives of stakeholders by stakeholders. The work group might be composed of:

- Planning commission representatives designate by the Planning Commission
- Community-wide representatives designated by the City Council
- Neighborhood representative designated by the City Council
- Commercial/property owner designated by the City Council
- Community organization representative designated by City Council
- Non-planning commission representative designated by City Council
- Neighborhood representative selected by stakeholders
- Commercial/property owner selected by stakeholders

Work is envisioned to be strongly guided by the work group with check-points defined to ensure alignment with a broader range of interests and decision points before the City Council with advise from the Planning Commission. Resources, ot the extent they are necessary, work in support of the work group and its direction. In whole, the work might be seen as occurring in four discrete tasks:

#### **Stage One      Organize and guide**

The first task is very limited in scope and directed toward establishing a work group during a kick-off meeting, framing a series of principles to guide the evolution of the west side of France Avenue, and gaining concurrence on those principles. The work group would assemble in facilitated sessions to prepare the principles, which would then be turned back to stakeholders at a check-in and then to the Planning Commission and City Council for its decision point.

##### *Key tasks*

- 1.1 Kick-off session and work group definition
- 1.2 Work group Principles sessions (1: generate; 2: clarify; 3: refine and agree)
- 1.3 Principles check-in
- 1.4 Principles decision point

#### **Stage Two      Frame and narrow**

Resources with the capacity to demonstrate the ways that different patterns might be realized along the west side of France Avenue (through concept plans) would lead a dialog with stakeholders (France Avenue property interests and the neighborhood) to create a common understanding of core issues (height, density, mobility, affordability, \_\_\_\_\_). While work

will not have been accomplished to a point where infrastructure issues can be fully defined, the city may have some capacity to frame the key concerns (capacity in real terms and mitigation that might be required should certain patterns result). As in Stage One, patterns would be brought to a check-in with stakeholders and then the Planning Commission and City Council would be offered a decision point.

*Key tasks*

- 2.1 Pattern dialog
- 2.2 Work group Pattern sessions (1: generate; 2: clarify; 3: refine and agree)
- 2.3 Pattern check-in
- 2.4 Pattern decision point

**Stage Three Expand and define**

An agreed-upon pattern for the west side of France Avenue would be expanded to the whole of the Southdale District using the core precepts of the concept and guiding principles. A concept plan for the Southdale District, informed by this process and other city planning efforts, would be the primary deliverable. As a concept, it would still be subject to refinement but would demonstrate key patterns (height, density, mobility, affordability, \_\_\_\_\_). It might also begin to offer suggestions for the character of buildings and sites and how they reinforce a vital public realm (streets or public spaces, including POPS—privately owned public spaces). Check-ins and decision points remain important steps in determining the ability for the planning process to continue.

*Key tasks*

- 3.1 District dialog
- 3.2 Work group District sessions (1: generate; 2: clarify; 3: refine and agree)
- 3.3 District check-in
- 3.4 District decision point

**Stage Four Concur and document**

The last stage is likely the most deliberative and the longest in duration, but it should not extend the planning process significantly. As this process is not intended to replace the comprehensive plan process, plan and policy directions remain “higher order” thinking suggestive of broad patterns with supporting narrative guidance, but without being so definitive that the deliberations become onerous. In this regard, the plan and policy deliverable might be better described as desired outcomes—the “bones” of a plan which subsequent efforts might “flesh out.” This stage begins to highlight the technical processes that might be necessary to pursue in order that the plan and policy direction—the vision—can be reasonably pursued. And again, check-ins and decision points are key points of the evaluative process.

*Key tasks*

- 4.1 Plan and policy dialog
- 4.2 Work group Plan and Policy sessions (1: generate; 2: clarify; 3: refine and agree)
- 4.3 Plan and policy check-in
- 4.4 Plan and policy decision point