



## MAYOR AND COUNCIL COMMUNICATION

DATE: 11/06/2013

**REGULAR**

ITEM #: 20

**AGENDA ITEM:** Design Review Ordinance

**SUBMITTED BY:** Nick Johnson, City Planner

**THROUGH:** Dean A. Zuleger, City Administrator

**REVIEWED BY:** Planning Commission  
Kyle Klatt, Community Development Director

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### SUGGESTED ORDER OF BUSINESS:

- Introduction of Item.....Staff
- Report/Presentation .....Staff
- Questions from Council to Staff..... Mayor Facilitates
- Public Input, if Appropriate..... Mayor Facilitates
- Call for Motion..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion ..... Mayor Facilitates

### PUBLIC POLICY STATEMENT

The Design Review Ordinance adopts the Lake Elmo Design Standards Manual by reference and establishes procedures for design review in the Urban Residential and Commercial zoning districts.

<b><u>FISCAL IMPACT:</u></b> None
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### SUMMARY AND ACTION REQUESTED:

The City Council is being asked to consider the adoption of the Design Review Ordinance. The Ordinance is intended to integrate the new design review procedures related to the Lake Elmo Design Standards Manual into the Urban Residential and Commercial zoning districts. In addition, the ordinance adopts the Lake Elmo Design Standards Manual into the City's Zoning Code by reference.

*Staff and the Planning Commission are recommending that the City Council adopt the Design Review Ordinance through the following motion:*

***“Motion to adopt Ordinance 08-092, integrating the Lake Elmo Design Standards Manual by reference and establishing design review procedures in the Urban Residential and Commercial zoning districts”***

*In addition, Staff recommends that the City Council approve Resolution No. 2013-98, authorizing summary publication of Ordinance 08-092, through the following motion (a 4/5 vote is required):*

***“Motion to adopt Resolution No. 2013-98, authorizing summary publication of Ordinance 08-092”***

### BACKGROUND INFORMATION:

The City has been working to complete a design standards manual since the adoption of the last major Comprehensive Plan Amendment for the I-94 Corridor. The purpose of the design standards manual is to establish a comprehensive design review process that promotes quality development outcomes in the areas of site and architectural design. The Design Review Ordinance is intended to adopt the manual by reference into the City's Zoning Code and replace existing design related performance standards. The proposed ordinance adopts the manual by reference in the Urban Residential and Commercial zoning districts. The manual is also adopted by reference in the proposed ordinance establishing the Village Mixed-Use (VMX) zoning district. In addition, procedures related to design review are also specified in the VMX district. For the interim period, the proposed ordinance links to the proposed design review procedures in the VMX district. Ultimately, staff would recommend moving the design review procedures to Article III – Zoning Administration and Enforcement of the City's Zoning Code. If the procedures are eventually relocated, the links in the proposed Design Review Ordinance can be changed to reflect the correct reference or link.

#### **PLANNING COMMISSION REPORT:**

The Planning Commission reviewed the proposed ordinance and held a public hearing on 10/28/13. The following testimony was received

- Greg McGrath, 1509 15<sup>th</sup> St. Ct. N., inquired as to who was responsible to administer design review. Staff explained that under the proposed Design Standards Manual and proposed review procedures, the review authority that is responsible to issue the applicable permit or certificate would be responsible for conducting design review within the existing review process.

The Commission accepted the proposed Design Review Ordinance as drafted and unanimously recommended the ordinance for approval (Vote 7-0).

#### **PLANNING COMMISSION RECOMMENDATION:**

*The Planning Commission is recommending that the City Council adopt the Design Review Ordinance through the following motion:*

***“Motion to adopt Ordinance 08-092, integrating the Lake Elmo Design Standards Manual by reference and establishing design review procedures in the Urban Residential and Commercial zoning districts”***

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#### **ATTACHMENTS:**

1. Ordinance 08-092
2. Resolution No. 2013-98