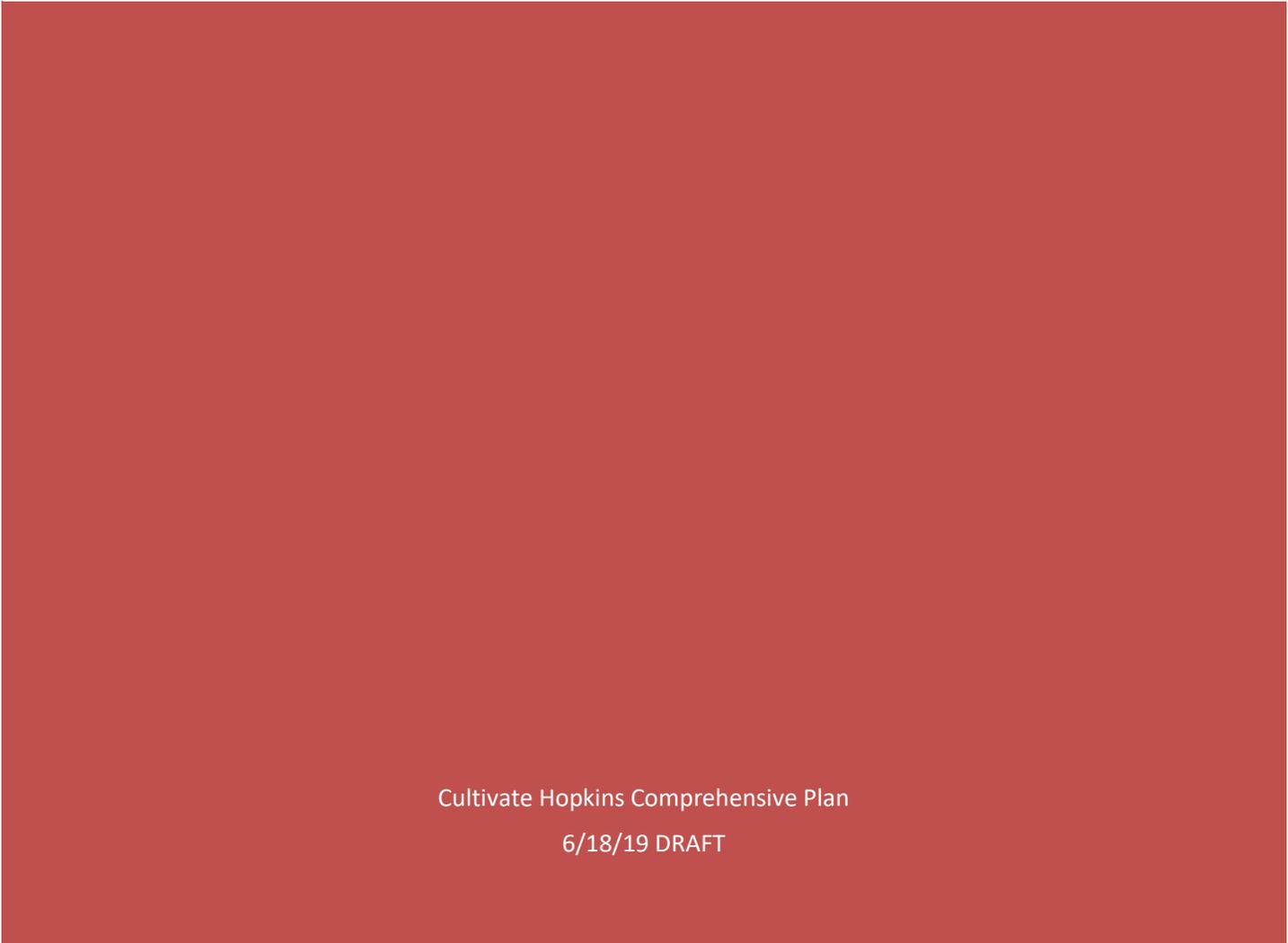




APPENDIX H1: COMPREHENSIVE PLAN APPROVAL DOCUMENTS



Cultivate Hopkins Comprehensive Plan

6/18/19 DRAFT

HOPKINS PLANNING AND ZONING COMMISSION

AGENDA

Tuesday, May 28, 2019

6:30 pm

**THIS AGENDA IS SUBJECT TO CHANGE UNTIL THE START OF
PLANNING AND ZONING COMMISSION MEETING**

I. CALL TO ORDER

II. ADOPT AGENDA

III. OPEN AGENDA – PUBLIC COMMENTS/CONCERNS

IV. CONSENT AGENDA

1. Minutes of the April 23, 2019 Planning & Zoning Commission

V. PUBLIC HEARING

1. Planning Application 2019-07-AMD Accessory Building Standards Text Amendment
2. Planning Application 2019-08-AMD Final 2040 Comprehensive Plan – Cultivate Hopkins

VI. OLD BUSINESS

VII. NEW BUSINESS

1. Election of Planning & Zoning Commission Officers for 2019/2020

VIII. ANNOUNCEMENTS

1. April Planning Commission Items

IX. ADJOURN

CITY OF HOPKINS
Hennepin County, Minnesota

PLANNING & ZONING COMMISSION RESOLUTION 2019-09

**A RESOLUTION RECOMMENDING THE CITY COUNCIL DIRECT THE CITY
PLANNER TO DISTRIBUTE THE 2040 COMPREHENSIVE PLAN UPDATE –
CULTIVATE HOPKINS TO THE METROPOLITAN COUNCIL PURUANT TO
MINNESTOA STATUTES SECTION 473.864**

WHEREAS, Minnesota Statutes section 473.864 requires each local governmental unit to review and, if necessary, amend its entire comprehensive plan and its fiscal devices and official controls at least once every ten years to ensure its comprehensive plan conforms to metropolitan system plans and ensure its fiscal devices and official controls do not conflict with the comprehensive plan or permit activities that conflict with metropolitan system plans; and

WHEREAS, Minnesota Statutes sections 473.858 and 473.864 require local governmental units to complete their “decennial” reviews by December 31, 2018; and

WHEREAS, on April 1, 2018, the City Council of the City of Hopkins approved Resolution 2018-038 requesting additional time within which to complete the Comprehensive Plan “Decennial” Review Obligation; and

WHEREAS, the City Council, Planning & Zoning Commission, and the City Staff have prepared a proposed Comprehensive Plan intended to meet the requirements of the Metropolitan Land Planning Act and Metropolitan Council guidelines and procedures; and

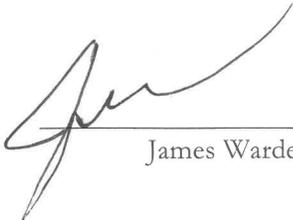
WHEREAS, pursuant to Minnesota Statutes section 473.858, the proposed Comprehensive Plan was submitted to adjacent governmental units and affected special districts and school districts for review and comment on September 12, 2018, and the statutory six-month review and comment period has elapsed; and

WHEREAS, Hopkins Planning and Zoning Commission, pursuant to published notice, held a public hearing on the 2040 Comprehensive Plan Update – Cultivate Hopkins and reviewed such draft plan and all public comments on May 28, 2019: all persons present were given an opportunity to be heard; and

WHEREAS, Minnesota Statutes section 473.858 requires a local governmental unit to submit its proposed comprehensive plan to the Metropolitan Council following recommendation by the planning commission and after consideration but before final approval by the governing body of the local governmental unit.

NOW, THEREFORE, BE IT RESOLVED that the Planning & Zoning Commission of the City of Hopkins hereby recommends the City Council direct the City Planner to distribute the 2040 Comprehensive Plan Update – Cultivate Hopkins to the Metropolitan Council Pursuant To Minnesota Statutes Section 473.864.

Adopted this 28th day of May 2019.



James Warden, Chair

PLANNING & ZONING COMMISSION MINUTES
May 28, 2019

A regular meeting of the Hopkins Planning & Zoning Commission was held on May 28, 2019, at 6:30 p.m. in the Training Room at Hopkins Fire Station. Present were Commission Members James Warden, Samuel Stiele, Elizabeth Goeman, Gerard Balan, Emily Wallace-Jackson, Kristin Hanneman and Laura Daly. Also present was City Planner Jason Lindahl.

CALL TO ORDER

Chairperson Warden called the meeting to order at 6:30 p.m.

ADOPT AGENDA

Commissioner Goeman moved, Commissioner Hanneman seconded, to adopt the agenda. The motion was approved unanimously.

OPEN AGENDA – PUBLIC COMMENTS/CONCERNS – None.

CONSENT AGENDA

Commissioner Wallace-Jackson moved, Commissioner Hanneman seconded, to approve the minutes of the April 23, 2019 regular meeting. The motion was approved unanimously.

PUBLIC HEARING

1. Planning Application 2019-07-AMD Accessory Building Standards Text Amendment

Mr. Lindahl gave an overview of this item stating that the applicant, Robb Stephens, is requesting a zoning code text amendment related to accessory building standards. The applicant requests increases to the number and size of accessory buildings in the R-1-E zoning district, which would allow him to construct an additional, detached accessory building (garage) on his property located at 3321 Hopkins Crossroad.

Next, the applicant shared with the Commission his reason for applying for the text amendment. The applicant thanked the City for considering his request but also stated his opposition to staff's recommendation prohibiting accessory buildings in front of the house. He explained that he would like to use the accessory building as a screen from the traffic along Hopkins Crossroad.

General discussion by the Commission included next steps should the City approve the application, additional information on accessory building standards, the placement of the applicant's proposed accessory building, staff's recommendation prohibiting accessory buildings in front of the house and how the front yard setback of homes in the Bellgrove neighborhood compares to the rest of the city.

Chairperson Warden opened the public hearing at 7:14 p.m.

Coming forward to address the Commission was Margarete Mursch, resident at 3313 Hopkins Crossroad and neighbor north of the applicant. Ms. Mursch asked how close the garage could

possibly be built to her house. Mr. Lindahl replied that the current standards require an accessory building be no closer than three feet from the side or rear property line and would not change with the proposed amendment.

Charles Lick, 6 Fletcher Place, supports the proposed amendment to allow three accessory buildings but not necessarily in front of the principal building as it applies citywide. Mr. Lick questioned if a variance for the applicant's request would be better suited.

Cynthia Chapman, 1 Saint Albans Road West, is in support of the text amendment. Ms. Chapman lives along Minnetonka Boulevard and would like to build a garage in the front of her house in the future, as her lot would not accommodate an accessory structure to the side or rear of the property. Ms. Chapman inquired about design standards for accessory buildings in relation to the principal building. Mr. Lindahl listed some of the general design standards for accessory buildings. Ms. Chapman asked specifically about her house, which is mostly brick. Mr. Lindahl replied that having a majority brick house would not require the accessory structure also be a majority brick structure.

The applicant addressed the Commission again stating that he does not wish to upset any neighbors with the desired accessory building, and will support the proposal with staff's recommendations but would prefer the standard prohibiting accessory buildings located in front of the principal structure be removed. With no one else coming forward to speak, Commissioner Goeman moved and Commissioner Balan seconded to close the public hearing. The motion was approved unanimously.

General discussion from the Commission included support for the applicant's proposal and staff's recommendations except for the standard prohibiting accessory structures located in front of the house in the R-1-E district.

Commissioner Daly moved and Commissioner Goeman seconded to approve Resolution 2019-08 recommending the City Council approve a zoning code text amendment related to standards for accessory buildings or structures minus the standard prohibiting accessory buildings in the front yard of properties in the R-1-E district. Mr. Lindahl clarified that this motion only removed the prohibiting accessory buildings in the front yard of properties in the R-1-E district and that this standard will still apply to all other residential district and the Commission agreed. Approved 6-1 with Commissioner Balan abstaining.

Mr. Lindahl stated this item will be presented to the City Council at their June 4, 2019 regular meeting with the Planning Commission's recommendation.

2. Planning Application 2019-08-AMD Final 2040 Comprehensive Plan – Cultivate Hopkins

Mr. Lindahl gave an overview of this item stating that the latest version of the 2040 Comprehensive Plan is now available on the City's website for review. This version reflects edits and revisions made based on feedback received during the required 6-month interjurisdictional review period.

Consultant planner Haila Maze with Bolton & Menk continued with a summary presentation on the background and overall goal of the plan.

Chairperson Warden opened the public hearing at 8:20 p.m.

Eric Anondson, 53 Jackson Avenue South, commented that he did not see any mention of affordable commercial in the plan. When properties are redeveloped, the rent increases make it more difficult for start-ups and other small business to move into these spaces. There is discussion on how to keep housing affordable, but there is concern over also maintaining affordable commercial space. Mr. Anondson also asked about how the city plans to prioritize and measure progress towards its pedestrian and bicycle goals. Mr. Lindahl pointed to the Economic Competitiveness section of the Economic Environment (page 96) that covers affordability of commercial spaces. Pedestrian and bicycle items are covered in the Transportation section of the Built Environment. Both are tied to strategies in the Implementation Section.

With no one else wanting to speak, Commissioner Balan moved and Commissioner Goeman seconded to close the public hearing. The motion was approved unanimously.

Following the public hearing, Chairperson Warden asked staff why the strategy to allow for “gentle density” in single-family neighborhoods was no longer in the comprehensive plan. Mr. Lindahl explained that the strategy had been revised based on feedback from the Comprehensive Plan Advisory Committee and the City Council. The original single strategy was revised into several policies under Goal 4 in the Built Environment. Chairperson Warden expressed his preference for the original strategy and asked it to be noted for the record. The Commission followed with a general discussion on affordable housing in Hopkins.

With no further discussion from the Commission, Commissioner Balan moved and Commissioner Wallace-Jackson seconded to approve Planning Resolution 2019-09 recommending the City Council direct the City Planner to distribute the 2040 Comprehensive Plan Update – Cultivate Hopkins to the Metropolitan Council pursuant to Minnesota Statutes Section 473.864. The motion was approved unanimously.

Mr. Lindahl stated this item will be presented to the City Council at their June 18, 2019 regular meeting with the Planning Commission’s recommendation.

OLD BUSINESS – None.

NEW BUSINESS

1. Election of Planning & Zoning Commission Officers for 2019/2020

Motion to move election of officers to the June 25, 2019 Planning & Zoning meeting by Commissioner Goeman and seconded by Commissioner Balan. The motion was approved unanimously.

ANNOUNCEMENTS

During the announcements, City Planner Jason Lindahl updated the Planning & Zoning Commission on the following item:

1. Previous items before the Planning & Zoning Commission:
 - Planning Application 2019-06-TA (Wilshire Properties, LLC Zoning Code Text Amendment) was given a recommendation of approval by the Planning Commission but was ultimately denied by the City Council at their May 7, 2019 regular meeting. Staff is continuing to work with the applicant to bring the site into compliance.

ADJOURN

Commissioner Hanneman moved, Commissioner Goeman seconded, to adjourn the meeting. The motion was approved unanimously. The meeting was adjourned at 8:35 p.m.

Respectfully submitted,



Courtney Pearsall
Administrative Assistant

HOPKINS CITY COUNCIL

AGENDA

Tuesday, June 18, 2019

7:00 pm

THIS AGENDA IS SUBJECT TO CHANGE
UNTIL THE START OF THE CITY COUNCIL MEETING

Schedule Work Session after close of Regular Meeting

I. **CALL TO ORDER**

II. **ADOPT AGENDA**

III. **PRESENTATIONS**

1. Appointment and Reappointment of Planning and Zoning Commissions and Park Board Members; Domeier
2. Raspberry Festival Presentation; Leigh Drinkwine

IV. **CONSENT AGENDA**

1. Minutes of the June 4, 2019 City Council Regular Meeting Proceedings
2. Minutes of the June 4, 2019 City Council Work Session following Regular Meeting Proceedings
3. Minutes of the June 11, 2019 City Council Work Session Proceedings
4. Approval of Temporary Liquor License for Hopkins American Legion Post 320; Domeier
5. Approve Amended Consent Decree – Reilly Tar Site; Stadler
6. Second Reading: Ordinance 2019-1142 Amending the City Code Related to Standards for Accessory Buildings or Structures and Authorizing Publication; Lindahl
7. 2019 Special Legislation Relating to Tax Increment Financing District 2-11; Elverum
8. Approve Assessment of Private Water and Sewer Line Repairs; Bishop
9. 101 Oakwood Rental License Denial; Kearney

V. **PUBLIC HEARING**

VI. **OLD BUSINESS**

VII. **NEW BUSINESS**

1. Resolution Approving an On-Sale Liquor License and Sunday Sales Liquor License for El Lorito of Hopkins, Inc. dba El Lorito Mexican Grill; Domeier
2. Resolution Approving an On-Sale Liquor License and Sunday Sales Liquor License for T,T &J Ventures, LLC dba Thirty Bales; Domeier
3. 2040 Comprehensive Plan Update – Cultivate Hopkins; Lindahl

VIII. **ANNOUNCEMENTS**

IX. **ADJOURN**

OPEN AGENDA – PUBLIC COMMENTS/CONCERNS

Public must fill out a Speaker Request Form. During this time, anyone wanting to address a topic **not listed on the agenda** may do so. Three minute time limit per person.

The Hopkins City Council Chambers are enabled with a hearing loop system and hearing amplification options are available. Please notify staff for assistance.

CITY OF HOPKINS
Hennepin County, Minnesota

RESOLUTION 2019-049

**A RESOLUTION DIRECTING THE CITY PLANNER TO DISTRIBUTE THE 2040
COMPREHENSIVE PLAN UPDATE – CULTIVATE HOPKINS TO THE
METROPOLITAN COUNCIL PURSUANT TO MINNESOTA STATUTES SECTION
473.864**

WHEREAS, Minnesota Statutes section 473.864 requires each local governmental unit to review and, if necessary, amend its entire comprehensive plan and its fiscal devices and official controls at least once every ten years to ensure its comprehensive plan conforms to metropolitan system plans and ensure its fiscal devices and official controls do not conflict with the comprehensive plan or permit activities that conflict with metropolitan system plans; and

WHEREAS, Minnesota Statutes sections 473.858 and 473.864 require local governmental units to complete their “decennial” reviews by December 31, 2018; and

WHEREAS, on April 1, 2018, the City Council of the City of Hopkins approved Resolution 2018-038 requesting additional time within which to complete the Comprehensive Plan “Decennial” Review Obligation; and

WHEREAS, the City Council, Planning & Zoning Commission, and the City Staff have prepared a proposed Comprehensive Plan intended to meet the requirements of the Metropolitan Land Planning Act and Metropolitan Council guidelines and procedures; and

WHEREAS, pursuant to Minnesota Statutes section 473.858, the proposed Comprehensive Plan was submitted to adjacent governmental units and affected special districts and school districts for review and comment on September 12, 2018, and the statutory six-month review and comment period has elapsed; and

WHEREAS, Hopkins Planning and Zoning Commission, pursuant to published notice, held a public hearing on the 2040 Comprehensive Plan Update – Cultivate Hopkins and reviewed such draft plan and all public comments on May 28, 2019: all persons present were given an opportunity to be heard; and

WHEREAS, During the May 28, 2019 meeting, the Hopkins Planning & Zoning Commission adopted Planning & Zoning Commission Resolution 2019-09 recommending the City Council direct the City Planner to distribute the 2040 Comprehensive Plan Update – Cultivate Hopkins to the Metropolitan Council pursuant to Minnesota Statutes Section 473.864.

WHEREAS, the City Council of the City of Hopkins has reviewed the proposed Comprehensive Plan and those recommendations, public comments, and comments from adjacent jurisdictions and affected districts during their meeting on June 18, 2019; and

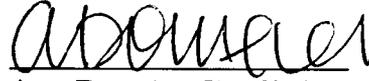
WHEREAS, Minnesota Statutes section 473.858 requires a local governmental unit to submit its proposed comprehensive plan to the Metropolitan Council following recommendation by the Planning & Zoning Commission and after consideration but before final approval by the governing body of the local governmental unit.

WHEREAS, based on its review of the proposed Comprehensive Plan and Planning & Zoning Commission and staff recommendations, the City Council of the City of Hopkins is ready to submit its proposed plan to the Metropolitan Council for review pursuant to Minnesota Statutes section 473.864; and

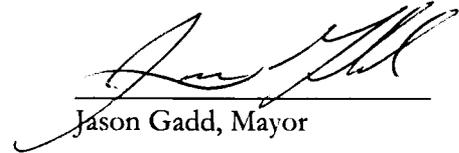
NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hopkins hereby directs the City Planner to distribute the 2040 Comprehensive Plan Update – Cultivate Hopkins to the Metropolitan Council pursuant to Minnesota Statutes Section 473.864.

Adopted this 18th day of June 2019.

ATTEST:



Amy Domeier, City Clerk



Jason Gadd, Mayor

CALL TO ORDER

Pursuant to due call and notice thereof a regular meeting of the Hopkins City Council was held on Tuesday, June 18, 2019 at 7:00 p.m. at the Hopkins Fire Station, 101 17th Avenue South, Hopkins.

Mayor Gadd called the meeting to order with Council Members Brausen, Kuznia, Halverson attending. Council Member Hunke was absent. Staff present included City Manager Mornson, City Clerk Domeier, Director of Planning and Development Elverum, City Planner Lindahl and Public Works Director Stadler.

ADOPT AGENDA

Mayor Gadd commented that staff has two proposed changes to the Consent Agenda.

Motion by Kuznia. **Second** by Brausen.

Motion to Adopt Agenda with proposed changes.

Ayes: Brausen, Kuznia, Gadd, Halverson.

Nays: None. Motion carried.

PRESENTATIONS

III.1. Appointment and Reappointment of Planning and Zoning Commissions and Park Board Members

City Clerk Domeier discussed the agenda item explaining the recruitment, interview and reappointment process. City Clerk Domeier issued the Oath of Office to the appointed Planning and Zoning Commission and Park Board Members. Mayor Gadd discussed the importance of resident input for the City Council and thanked the members for their volunteer service to the City.

Motion by Halverson. **Second** by Brausen.

Motion to appoint Emily Fiamova and Nathan White to the Planning & Zoning Commission and Kimberly Schlauderaff and Megan Slindee to the Park Board for two-year terms ending June 30, 2021.

Ayes: Brausen, Kuznia, Gadd, Halverson.

Nays: None. Motion carried.

Motion by Kuznia. **Second** by Halverson.

Motion to Motion to reappoint Libby Goeman to the Planning & Zoning Commission and Kyle Kaczmarek to the Park Board for two-year terms ending June 30, 2021.

Ayes: Brausen, Kuznia, Gadd, Halverson.

Nays: None. Motion carried.

III.2. Raspberry Festival Presentation

Leigh Drinkwine, Hopkins Raspberry Festival Executive Director, gave an overview of the 85th Raspberry Festival events and on behalf of the Raspberry Festival Board of Directors thanked the City for their help in making the festival week a success. Council Member Halverson asked about Raspberry Button sales. Ms. Drinkwine commented that the buttons will be available soon. Mayor Gadd thanked the Raspberry Festival for helping promote the hometown atmosphere of Hopkins.

CONSENT AGENDA

Director of Planning and Development Elverum explained the Tax Increment Financing special legislation and how it applies to redevelopment activities.

Motion by Brausen. **Second** by Kuznia.

Motion to Approve the Consent Agenda.

1. Minutes of the June 4, 2019 City Council Regular Meeting Proceedings
2. Minutes of the June 4, 2019 City Council Work Session following Regular Meeting Proceedings
3. Minutes of the June 11, 2019 City Council Work Session Proceedings
4. Approval of Amended Temporary Liquor License for Hopkins American Legion Post 320
5. Approve Amended Consent Decree – Reilly Tar Site
6. Second Reading: Ordinance 2019-1142 Amending the City Code Related to Standards for Accessory Buildings or Structures and Authorizing Publication
7. Amended 2019 Special Legislation Relating to Tax Increment Financing District 2-11
8. Approve Assessment of Private Water and Sewer Line Repairs
9. 101 Oakwood Rental License Denial

Ayes: Brausen, Kuznia, Gadd, Halverson.

Nays: None. Motion carried.

NEW BUSINESS

VII.1. Resolution Approving an On-Sale Liquor License and Sunday Sales Liquor License for El Lorito of Hopkins, Inc. dba El Lorito Mexican Grill; Domeier

City Clerk Domeier discussed the staff report regarding the liquor license request at 502 Blake Road North. Ms. Domeier explained that the license only includes the interior space and the Police Department found no reason to deny the license. The owner would be required to attend liquor license training and be subject to compliance checks. Ms. Domeier gave an overview of the approval process and conditions. Restaurant owner Alex Gomez came forward and gave an overview of his family restaurant and plans for opening the Hopkins location sometime this summer. Mr. Gomez commented he is happy to be locating his restaurant in Hopkins. The City Council welcomed Mr.

Gomez and El Lorito to the Hopkins community.

Motion by Kuznia. **Second** by Brausen.

Motion to grant an On Sale Liquor License and Sunday Sales Liquor License to El Lorito of Hopkins, Inc. dba El Lorito Mexican Grill by adopting Resolution 2019-051.

Ayes: Brausen, Kuznia, Gadd, Halverson.
Nays: None. Motion carried.

VII.2. Resolution Approving an On-Sale Liquor License and Sunday Sales Liquor License for T, T & J Ventures, LLC dba Thirty Bales

City Clerk Domeier discussed the staff report regarding the liquor license request at 1106 Mainstreet. Ms. Domeier explained that City Code requires that any transfer or sale of more than 10% of the shares requires a new liquor license. The Police Department found no reason to deny the license.

Motion by Brausen. **Second** by Halverson.

Motion to Move to grant an On Sale Liquor License and Sunday Sales Liquor License to T, T & J Ventures, LLC dba Thirty Bales by adopting Resolution 2019-050.

Ayes: Brausen, Kuznia, Gadd, Halverson.
Nays: None. Motion carried.

VII.3. 2040 Comprehensive Plan Update – Cultivate Hopkins; Lindahl 101 Oakwood Road Reasonable Accommodation Request

In addition to City staff, representatives present for the item were Haila Maze and Mike Waltman, Bolton and Menk, Inc. City Planner Lindahl gave an update of the 2040 Comprehensive Plan, a 2-year project that has included City Council Work Sessions and public input throughout the development of the plan. Mr. Lindahl explained that the six-month review and comment period has ended. Next steps are to release a final draft to the Metropolitan Council for their review process. Mr. Lindahl explained that the plan will be brought back to the Hopkins City Council for further action.

Ms. Maze discussed the highlights of the overall structure of the plan and reviewed the public comments. Ms. Maze discussed the main concepts of the Hopkins plan including complete communities, resilience and sustainability. Ms. Maze gave an overview of the Cultivate Hopkins Vision Statement, structure, and plan development process to date. Ms. Maze discussed the public responses to the plan, commenting that the responses are carefully considered and weighed and that the public feedback gives the City opportunities to consider and explore. Ms. Maze discussed the forecast for the Hopkins community, commenting that Hopkins has exceeded its expectations of growth since

2015. Mr. Lindahl discussed the Metropolitan Council process, commenting that staff completed the preliminary review addressing some completeness issues and comments. Staff is ready to submit the plan to the Metropolitan Council.

Council Member Brausen commented that he appreciates the detail presented by staff and considers the plan a helpful tool. Council Member Kuznia commented that it is a well thought out, authentic Comprehensive Plan. Council Member Halverson commented on the great work getting public input. Mayor Gadd appreciates the effort of staff and the public engagement process. Council Member Brausen asked about the Metropolitan Council response to the plan. Mr. Lindahl discussed the timing of comments throughout the process.

Motion by Kuznia. **Second** by Brausen.

Motion to adopt Resolution 2019-049, directing the City Planner to distribute the 2040 Comprehensive Plan Update – Cultivate Hopkins to the Metropolitan Council pursuant to Minnesota Statutes Section 473.864

Ayes: Brausen, Kuznia, Gadd, Halverson.

Nays: None. Motion carried.

City Manager Mornson commented that the next City Council meeting is July 16.

ADJOURNMENT

There being no further business to come before the City Council and upon a motion by Halverson, second by Brausen, the meeting was unanimously adjourned at 7:56 p.m.

OPEN AGENDA – PUBLIC COMMENTS AND CONCERNS

The City Council did not receive any comments or concerns.

Respectfully Submitted,
Debbie Vold

ATTEST:

Jason Gadd, Mayor

Amy Domeier, City Clerk