Planning Minnesota

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Submissions: We welcome articles, letters to the editor, photos, calendar items, project profiles, planners on the move items, and other news. Send all submissions via e-mail to: apamnnewsletter@gmail.com.

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Hello Fellow Planners:

Having recently returned from the national conference in Chicago a few weeks ago, I was truly inspired by all the Chapters and Divisions of APA and what they are doing to further the profession of planning. In particular, one initiative APA National is focusing a great deal of effort on is the Early Career Program for Students and Young Professionals. Since they are the future of the profession and the organization, it makes sense to spend time figuring out what they value and want out of a professional organization. There are going to be some good changes with regard to membership dues for students and young professionals as well as marketing campaigns to highlight the benefits of APA membership to these folks starting out their careers.

As an offshoot of that theme, APA Minnesota is working with our planning schools in the state to endeavor to reignite our mentorship program. Taking great care not to duplicate efforts, we are teaming with planning schools to piggyback on their existing mentor programs, meanwhile partnering with their career staff to supplement their connections with professionals. Stay tuned on more information about how to get involved with mentoring a student or new professional in the field.

The Minnesota Chapter is working hard to continue to provide new and robust professional development opportunities and ways to get involved and stay connected with the profession. In addition to our stellar state conference (Upper Midwest Conference this year in Rochester), we are again offering the Spring Seminar on May 30th, which is an opportunity to earn 6 CM credits in one day at an extremely affordable price. This year the topic is about learning the language of design, taught by an architect and long-time public official of Wayzata, Barry Petit. It promises to be entertaining and informative. Read on for more information. And of course, our monthly brown bags continue to be a great success. Thanks to all the volunteers who organize, plan, and implement these wonderful opportunities.

I hope to see you at some of these training opportunities (or maybe a social event too!)

Breanne Rothstein

“APA Minnesota is working with our planning schools in the state to endeavor to reignite our mentorship program.”
Planning Policy White Paper: Comments Needed

Minnesota planners are invited to comment on a draft white paper, released at Planners Day at the Capitol in March, titled “Minnesota’s Planning and Zoning Enabling Laws: Analysis and Options for Reform.” The paper was prepared by on behalf of the Legislative Committee by Suzanne Rhees, with the help of an APA Chapter Presidents’ Council grant.

It focuses on Minnesota’s primary planning statutes, Chapters 394 and 462, as well as some of the other statutes that affect local planning and zoning. The APA -MN Legislative Committee has been working for several years to identify issues and problems with these enabling laws. (Background on this effort can be found on the Legislative Committee’s web page, http://mnapa.com/legislative_committee.php.)

The white paper provides a brief history of Minnesota’s planning and zoning laws, and analyzes the major differences between the two primary statutes, Chapter 394, applicable to counties, and Chapter 462, applicable to cities and townships.

Some of the more significant differences and ambiguities are found in the sections that define relationships between comprehensive plans and “official controls” – primarily zoning and subdivision ordinances. But the analysis concludes that “the discrepancies between the chapters, and the numerous accretions and deletions within each chapter over time tend to obscure one essential fact: both chapters have fallen far behind contemporary planning practice, and are long overdue for a comprehensive overhaul.”

The paper also includes three case studies of enabling law reform in three Upper Midwest states: Iowa, Wisconsin and Michigan. The case studies point toward some potential directions for Minnesota to pursue. However, before any course of action is chosen, member input is needed.

This topic will be explored in a workshop at the Upper Midwest Planning Conference in September. The Legislative Committee urges chapter members to review the paper, especially the following questions, and offer comments, questions and ideas prior to the conference.

- What are the benefits of an integrated planning and zoning statute, compared to “parallel updates of both the existing planning law chapters?
- Should the standards for what a comprehensive plan includes be updated?
- Should the relationship between comprehensive / land use plans and zoning / official controls be strengthened, or is the current relationship sufficient?
- Given constrained state and local budgets, can meaningful incentives be provided to encourage best practices in planning and zoning?
- How should the planning enabling statutes relate to the multiplicity of other statutes, especially those that pertain to watershed management and water resource protection? By extension, how can local planning and zoning authority be better integrated with watershed-wide planning?
- Of the many other provisions in state law that relate to planning and zoning, which ones would require or benefit from updating in connection with planning enabling law reform?

The full draft paper can be found at on the chapter website, Legislative Updates page (see above). Please e-mail comments to Legislative Committee co-chair Andrew Mack, andrew.mack@jpbgpa.org, and primary author Suzanne Rhees, suzanne.rhees@state.mn.us.
Treasurer’s Report

Serving as Treasurer does not provide much down time. There’s a need to make sure that vendors are paid in a timely manner, and that the Board is kept up to date on revenues and yearly budgets. Spending time writing checks is an unwelcome distraction from a core mission of the Board: working on membership outreach. Because APA-Minnesota is a membership organization, almost everything we do is member-focused. Are we providing adequate resources for members as they work to serve their clients and communities? Membership revenues from the national APA organization, paired with state-only members and planning commissions, make up 68% of non-conference revenue in the yearly budget. Change in membership impacts our ability to provide quality programming.

The need for efficiently improving member services has been a focus of the organization for many years. On a yearly basis, the conference chairs have worked tirelessly to maintain quality presentation content and stay affordable for all members. The Chapter Board has worked to increase opportunities for legislative engagement, added web-based content and functionality, and maintained a first-class newsletter. Despite this, membership levels have fluctuated over the past few years. The Minnesota Chapter has done well in comparison to many other chapters, but as a membership-based organization, it is up to each and every member to communicate the value of membership and participation to other planners in their regions.

Making the decision to sustain your membership over the long-term is sometimes challenging. The fees for a full membership with the national organization, possibly in addition to fees specific to AICP members, add up. And when you work for an organization that may not pay your way, those are real dollars paid out of pocket. I would argue that the value provided by the organization is worth the price of membership. At both the national and chapter level, APA provides advocacy for the value of planning, educational and professional support, and a focus on raising the stature and knowledge base of the profession. For better or worse, those issues impact how planning is viewed by society generally. And in turn, this impacts the number and quality of job opportunities. We all want to do something we love, don’t we?

As a member of APA-Minnesota, consider how you would like the organization to work for you. The Board is always looking for new ideas – whether there is a need for additional student outreach, more programming in particular rural areas, or an in-depth professional development program around transportation planning. Consider whether your planning commission would benefit from membership. Planning commissions can be signed up as a group, the fee is reasonable, and individual commissioners can greatly benefit from additional exposure to planning topics. Even beyond technical issues, planning commissions need to understand that there is an entire support framework for communication about complicated planning issues. No individual commissioner has to remain isolated within a municipal boundary.

We are fortunate as an organization to have a solid core of individuals providing consistency and stability within our day-to-day functions. That stability provides me confidence that when I am writing a check to a vendor for providing training, there will be sufficient funds in the account. As always, let me know if you’d like to learn more about the Chapter’s finances – adam.w.fulton@state.mn.us.

Adam Fulton

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Traveling through the Netherlands for two weeks in March 2013, a class of twelve graduate students in landscape architecture and urban planning at the University of Minnesota had the rare opportunity to get an in-depth glimpse into the world of Dutch water management, urban design, landscape planning, and nature conservation.

We talked with professionals, toured sites and exhibits, and listened to presentations – and developed a deeper understanding of the country’s long history of land reclamation, which allowed it to house a growing population; its complex task of continuously keeping encroaching water at bay, even more challenging now as the climate changes; and the value its citizens and government place on preserving the natural environment, sustaining ecosystems, and maintaining a high quality of life.

During our short time in the country, we were lucky to learn more about the intricacies of these issues, and see more examples in person than the average Dutch person.

Yet, our experiences only scratched the surface. As the infrastructure challenges the Dutch face continue to shift, influenced not only by climate change but changing social structures and political and economic systems, one could spend a lifetime understanding what has brought the Netherlands to its current state, and how these past experiences will contribute to their next steps.
Wind turbines line a dike along the IJsselmeer, a freshwater lake. The Dutch have reclaimed land by draining large areas -- called polders -- and holding the water back with raised dikes; new provinces and cities exist in areas that were formerly underwater, and today 60% of the country’s population lives below sea level.

Top: University of Minnesota, Humphrey School Students, from right to left: John Briel, Georgia Rubenstein, Eric Gunderson, and Caroline Miller. They visited a tunnel underpass recently built in Bilthoven. This train station was historically one of the most dangerous crossings and will hopefully improve public safety at the station area.
Top: This row of unique residences in the City of Almere exemplifies the results of having minimal design standards. In this subdivision, each homeowner acts as a developer by first purchasing a vacant lot and then taking on the responsibilities of design and construction.

Bottom: Bike parking has become a major problem outside train stations in the Netherlands. New solutions include underground bike parking adjacent to stations, but infrastructure costs are a major barrier to development.
Students Get a Taste of the APA Conference

Several students from the Humphrey School traveled to Chicago last week for the APA National Conference. It was a great opportunity for students to meet other planning students and professionals and to learn about ways that concepts they’re learning in the classroom are being implemented around the world.

Wes Johnson, a first-year planning student at the Humphrey School, described the Conference as, “well-planned, creative, and the sessions were interesting and relevant.”

Many of the sessions that students attended covered topics that are discussed less frequently in the classroom, such as water management and disaster planning and hazard mitigation.

Students were also able to listen to presenters that are often highlighted in the classroom, such as Robert Cervero and Reid Ewing. One second-year planning student, Drew Freerks, had the opportunity to present his research at the Conference.

Drew described his experience at the Conference saying, “It was such a great experience to network and meet with planners and urbanists from all around North America! Due to this conference, I was able to meet several prominent planners and developers in the NYC market, which is where I will be moving after graduation.”
Upcoming Events and Programs

Multi-Model Transportation Planning in Ramsey, MN, and

Rethinking the Role of the Urban Freeway, A Webinar Presented by the American Institute of Certified Planners

When: Wednesday, May 15, 2013, 2-4 p.m.

Where: Ramsey Municipal Center, Alexander Ramsey Room, 7550 Sunwood Drive, Ramsey, MN 55303

About the event:

Multi-Model Transportation Planning in Ramsey: Ramsey is uniquely situated as a developing community along the Northstar Corridor in the northwest section of the Twin Cities Metropolitan Area. Ramsey has taken a comprehensive approach to solving growing transportation issues for the community. The presentation will focus on how the City takes a layered approach to solve its transportation needs in the suburban context and how the community has integrated its land use planning with transportation planning. Many residents of Ramsey rely on U.S. Highway 10 for their transportation needs; which includes commuting to areas of employment, flow of goods and services, or recreation. This corridor is also serviced by the Northstar Commuter Rail. Ramsey has been able to capitalize on a number of forms of transportation including transit, automobile, and non-motorized forms of transportation.

Rethinking the Role of the Urban Freeway: Freeways have been one of America’s best infrastructure investments, moving people and goods quickly and safely across long distances. But in cities, freeways can create more harm than good, blighting adjacent neighborhoods with noise and pollution, damaging walkability, and exporting urban real estate value from the center to the edge. How can freeways and cities learn to get along? Or is it time for an amicable divorce? Learn the different approaches American cities — including San Francisco, Seattle, New Orleans, Milwaukee, and others — have taken to address their problem freeways, and the latest results in terms of mobility, real estate value, social equity, and other measures.

The webinar is approved for one CM credit. One CM credit is pending for the presentation.

2013 GTS Land Use Workshop Series Starts Soon

GTS has a series of land use planning workshops, including Basics of Planning and zoning at the Shoreview Community Center from 9:30 to 4:30 on May 15, and Emerging Issues in Planning and Zoning for Professional Planners from 8:30 a.m. to 12:30 p.m. on June 5. For more information or to register, go to http://mngts.org/LandUse/

Award Time

In order to provide people more time to submit the award nominations, the deadline for the APA-MN 2013 awards has been pushed back to May 10th! Submissions for the Gunnar Isberg Scholarship and the Outstanding Student Project are still due on June 1st. All the information on each award category and submission instructions can be found at http://www.plannersconference.com/.

The award categories for this year are:

- Innovation in Planning
- Excellence in Community Engagement
- Partnerships in Planning
- Success Stories in Implementation (new category for 2013)
- Planning in Context (new category for 2013)
- Individual Lifetime Achievement and Leadership in Planning

There are two categories for students. In order to give students enough time to finish final projects and put together applications the below two nominations are still due on June 1st:

- Outstanding Student Project
- Gunnar Isberg Student Scholarship

If you have questions please contact Lyssa Leitner, the Awards Committee Chair at Lyssa.Leitner@co.washington.mn.us or 651-430-4314.

The 2013 Awards Committee is excited to honor all of the great Minnesota planning projects!
Upcoming Events and Programs

Preservation Alliance of Minnesota launches Sites Worth Saving program
The Preservation Alliance of Minnesota has launched a new program, Sites Worth Saving, to provide hands-on assistance for at-risk historic sites and to help communities develop a strategic vision and action plan to preserve their historic assets.

Through this program, PAM staff and volunteers support local efforts to develop preservation solutions and reverse the endangering circumstances. PAM assists by partnering with concerned local citizens to develop a strategic vision and action plan and then engaging in activities that build local capacity for preservation. Sites Worth Saving takes the place of PAM’s 10 Most Endangered Historic Places list. This name change symbolizes a shift in both approach and philosophy. With Sites Worth Saving, PAM aims to set a tone of collaborative problem-solving and community engagement, and to advance a preservation solution in a hands-on, strategic way. PAM believes that advocacy efforts are more likely to be successful if they can start from a place of mutual understanding that historic buildings, structures, and sites have value in our communities.

For more details, please visit PAM’s Sites Worth Saving page: [http://www.mnpreservation.org/programs/sitesworthsaving/](http://www.mnpreservation.org/programs/sitesworthsaving/)

Thrive MSP Roundtables Scheduled
In the first series of meetings, more than 1,100 of you shared your vision and ideas about how the region should develop. The Metropolitan Council has been working those ideas into the long-range vision for the Twin Cities called Thrive MSP 2040. But additional input is needed on four key areas: Regionally significant economic places; water supply; land use and transit, and affordable housing.

Roundtable discussions to examine these issues have been scheduled, and there are two more of these discussions in May:

**St. Paul**
When: May 4, 10 a.m. to noon
Where: Washington Technology Magnet School, Cafeteria, 1495 Rice Street.

**Shoreview**
When: May 9, 6-8 p.m.
Where: Shoreview Community Center, Community Room, 4580 Victoria Street North.

For more information, visit [www.thrivemsp.org](http://www.thrivemsp.org). If you can’t attend one of the meetings, join the discussion at [yourideas.metrocouncil.org](http://yourideas.metrocouncil.org).

Technology and City Planning Course
There is a free course on technology and city planning in the month of May, starting May 4. The course is asynchronous, meaning you can log on and participate when you have time. Participants can acquire 15 CM hours through the free online course.

The program is part of the “TechniCity.” The increasing availability of networks, sensors and mobile technologies allows for new approaches to address the challenges that our cities face. The way we understand cities is undergoing sweeping transformation, right along with the analytical tools we use to design our cities and the communication tools we use to engage people. Absorbing, studying and understanding the role of technology from a critical viewpoint allows us to generate creative ideas for improving our cities.

To register, go to [http://www.coursera.org/course/techcity](http://www.coursera.org/course/techcity).

APA-Wisconsin Conference
The APA Wisconsin chapter will hold its annual conference June 13-14 in Sheboygan. The theme will be Creating Healthy Communities. Registration online is now available: [https://www.planning.org/ecomerce/conference/viewConferenceEvents.aspx?conferenceId=228](https://www.planning.org/ecomerce/conference/viewConferenceEvents.aspx?conferenceId=228)

Conference program available here [http://www.wisconsinplanners.org/comingevents.html](http://www.wisconsinplanners.org/comingevents.html)
Iowa APA Chapter Soliciting Proposals

The Iowa chapter of the American Planning Association is soliciting proposals for its 2013 Iowa Annual conference.

The conference theme is “From Disaster to Discovery, and is being held October 16-18 at the newly renovated Convention and Events Center in Cedar Rapids, Iowa, with lodging at the adjoining Double Tree Inn by Hilton.

The conference location in Cedar Rapids, within the Cedar Rapids-Iowa City corridor, will allow presenters to highlight the sometimes agonizing, but ultimately rewarding, journey in rebuilding a “safer, smarter, stronger” Iowa in the aftermath of the 2008 natural disasters.

Iowa APA is planning three conference tracks based on these general topics: 1. Planning with a regional perspective; 2. disaster recovery and smart plans; 3. Economic development and redevelopment. Other ideas and session formats are also welcome. The form to submit the proposals can be found on the Iowa APA Chapter website. Sessions designed for new professionals and skills development sessions are also encouraged.

Anyone is eligible to submit a session proposal, whether or not they are a member of APA. Participants are encouraged to consider a variety of program formats, including moderated discussions, workshops and case studies in addition to presentations and lectures. The conference program committee will review the proposals based on the quality of the session proposal, contribution to the conference theme, program delivery style and creativity.

Submit in MS Word format using the form on the chapter’s website. Or email them to Les Beck at Les.Beck@linncounty.org. Session proposals are due by Friday, May 31. For more information, contact Les Beck by email or by phone at 319-892-5151. Or Rich Russell at rrussell@cityofdubuque.org, or 563-589-4152.

Healthy by Design Conference Highlights Public Health

In the past decade, the health care industry and political have been looking at public health more holistically. As health-related research has transected social and environmental fields, a strong link between human health and landscape architecture has become apparent. Not only are leaders realizing that nature heals, but that specific studies now prove that designing with nature improves public health and builds community resilience.

ASLA-MN’s annual spring conference “HEALTHY BY DESIGN” will showcase speakers in the forefront who are studying the effects of the environment on health.

The conference will teach you about Health Impact Assessments (HIA’s)—a planning tool that measures public health impact which is used as a guide in proposed developments. Hear local HIA case studies and discover Minnesota’s leadership in this rapidly growing market. In addition, presentations on new research and projects will facilitate a better understanding of the role landscape architects brings to community.

The conference is being held Friday, May 3, from 7:30 a.m. to 4:30 p.m. at The Marsh in Minnetonka, 15000 Minnetonka Boulevard.

The fee for members of ASLA is $110. the fee for non-members is $135, for students it’s $50. For more information, call 612 339-0797 or visit www.asla-mn.org.

SAVE THE DATE!!

Operation: Plan!
Prioritizing Community Vitals

Upper Midwest Planners Conference
September 18-20, 2013
Rochester Civic Center
Watch for further updates at www.plannersconference.com

Anyone interested in exhibiting or sponsoring an event at the Conference, please get in touch with Lance Bernard at lbernard@srfconsulting.com
The Minnesota Legislature has been in session since January 8. By the time legislators left the Capitol for their break on March 25th, they had introduced 1,661 bills in the House and 1,511 bills in the Senate. Ten of those bills were signed into law by Governor Dayton.

During this same period, the February 28th economic forecast was released and the Governor issued his supplemental budget to address the forecast. By March 22nd, both policy committee deadlines for the House and Senate had passed.

As the Legislature resumes its activities on April 2, the focus will turn to addressing bills that require the attention of the various appropriations and financing committees. The next deadline is April 19. This is when committees need to act favorably on major appropriation and finance bills.

As these deadlines are reached, the rules committees of the House and Senate are busy acting on referrals for bills that have been passed by committees by the deadlines. Lawmakers will have the rest of April and just three weeks in May to reach agreements and conclude their work for 2013.

APA MN Day at the Capitol

The Legislative Committee hosted its “Day at the Capitol” event on March 20th. The full day of activities included a presentation of a preliminary draft white paper, “Minnesota’s Planning and Zoning Enabling Laws: Analysis and Options for Reform.” The preliminary draft of the white paper focuses on issues primarily on the twin planning statutes, chapters 394 and 462, but also identifies issues of the related state statutes that also affect local planning and zoning.

Later in the morning, planners were provided with an opportunity to attend committee hearings that were scheduled between 10 a.m. and noon. During the brown bag lunch, Representative Denny McNamara briefed members on the legislative session and highlighted the importance of reaching out to their legislators.

The afternoon included a discussion with Jason Jordan, APA’s Director of Policy and Government Affairs. The purpose of the discussion was to provide attendees with insights about influencing policies that are developed at the legislature.

Governor Issues Supplemental Budget Recommendation

On March 19, Governor Mark Dayton released a Supplemental Budget Recommendation. The supplemental budget recommendation addresses the impact of the February forecast and adjusts the Governor’s FY 2014-15 budget. Minnesota Management and Budget notes “some items are updated as a result of corrections from the January 22 posting or to account for recent federal funds requests.” The Governor’s original recommendation that was released in January, including the proposed budgets agencies that were not impacted by the February forecast and the Governor’s revisions are available at:

http://www.mmb.state.mn.us/narratives2013.

The following highlights some of the Governor’s key proposed adjustments to the budget for 2014 and 2015.

Budget Changes Water Use and Application Fee Structure

Among the updated budget recommendations for the Minnesota Department of Natural Resources (DNR), the Governor is proposing changes to the water use and application fee structure outlined in Minnesota Statutes 103G.271 and 103G.301 to charge both existing and new users that consume more 100 million gallons of water. The fees will be used to pay for groundwater level monitoring. The increase, if established, would increase rates for cities using large amounts of water. Each user now pays one-thousandth of one cent for each gallon of water that is used. A bill, which as of this writing has not yet been numbered or introduced, will be discussed on April 2 in the Environment, Natural Resources and Agriculture Finance Committee.

Changes to Public Facilities Authority Programs

The supplemental budget for the Public Facilities Authority (PFA) proposes changes to two programs de-
Legislative Update (cont.)

sign to serve local governments. The Total Maximum Daily Load program is expanded to assist municipalities to meet the required water quality based effluent limits set by the Pollution Control Agency to restore or protect specific water bodies. The change will expand the total maximum daily load (TMDL) grant program administered by the PFA to allow grants for wastewater treatment or storm water projects that are necessary to meet certain phosphorous limits required as part of a permit, other water quality based effluent limits, or nitrogen limits for a land-based treatment system.

The Governor also proposes to expand funding for the PFA’s Small Community Wastewater Treatment program. The program provides technical assistance for small unsewered communities and fund construction projects to address serious environmental and public health problems from failing septic systems.

Both HF 819 and the companion bill, SF 613, address these proposals. HF 819 SF 613 has cleared all policy committees and has been referred to the Senate Finance Committee’s Environment, Economic Development and Agriculture Division.

Proposed Supplemental Budget Includes New Silica Sand Mining Technical Assistance Team

The Governor’s supplemental budget recommends an investment of $3.4 million, of which $1.9 million is to support an interagency team including the Environmental Quality Board, the Pollution Control Agency, the Department of Natural Resources (DNR), the Minnesota Department of Transportation (MnDOT), the Department of Health, and the Department of Revenue. If adopted, members of this team will provide technical assistance to local units of government related to silica sand mining. Expenditures for this purpose will be supported by new fees imposed on extraction and processing activity to be deposited in a special revenue account. Of the revenue generated by the new fees, 25 percent will be paid to the counties in which extraction and washing of silica sand takes place.

Funding Transportation Economic Development (TED)

In the supplemental budget, the Governor includes a recommendation to fund $10 million dollars from the general fund per state fiscal year to be used for the Transportation Economic Development (TED) program. TED is described as “a collaborative grant program between MnDOT, the Department of Employment and Economic Development, and the Public Facilities Authority. This multi-modal, multi-jurisdictional transportation, economic development and jobs creation program requires a local or private sector match and accelerates transportation projects in order to revitalize the Minnesota economy and improve economic competitiveness.” Two bills including TED have been introduced, HF 729/SF 1057 and HF 721/SF 694 are both transportation finance bills that have cleared policy committees in both the House and Senate for further consideration.

Supplemental Budget Includes More Funding for Regional Development Commissions

The Governor also recommends increasing the amount available to Regional Development Commissions (RDC’s) recognizing “that these grants have been set at
Legislative Update (cont.)

$50,000 per year since 1997, and that the RDC’s have assumed additional planning responsibilities at both the state and regional levels.” The RDC appropriation is uses MnDOT’s Program Planning and Delivery appropriation. This proposal would increase the RDC appropriation, but leave the Program Planning appropriation the same. The budget proposal notes that “additional funding will allow RDCs to assist communities with planning and implementation of various MnDOT programs as well as supporting the RDCs integral role in local public and stakeholder involvement for MnDOT planning and programming processes.”

Supplemental Budget Adds “Housing and Job Growth” Initiative

The Governor’s supplemental budget includes adds a one-time investment of 10 million dollars from the general fund for the “Housing and Job Growth” initiative. Minnesota Management and Budget indicates the “additional funding for the Economic Development and Housing Challenge Program would facilitate housing in areas where job growth is occurring but existing affordable housing stock is not sufficient to meet the needs of the workers. Funding will become available when employers or a consortium of employers makes meaningful contributions to address a shortage of affordable housing in their community. Minnesota Housing and the Department of Employment and Economic Development will collaborate to identify areas of need.”

Highlights of 2013 Legislation

The Legislative Committee has identified several bills that may be of interest to APA members. A more complete tracking list is available at the Legislative Committee’s webpage. The following are updates on bills and recent actions on bills that the Committee thinks may have broader significance to planners in Minnesota. Information about these bills is organized by general subject areas. The 2013 session is schedule to continue into May and you will be updated as new information is obtained and evaluated.

Environment

HF 66/SF 113: The bill uses recommendations that were developed by the Minnesota Board of Water and Soil Resources’ Drainage Work Group. The bill amends the definition of the term "board" for purposes of drainage law to include a joint county board, the board of managers of a watershed district, or a watershed management organization to provide clarification of roles when those entities are acting as drainage authorities. It also updates and makes technical corrections to the statutes. HF 66 (Laws 2013, chapter 4) was passed by the Legislature and signed by Governor Dayton on March 14.

HF 1113/SF 987: The legislation includes the Legislative-Citizen Commission on Minnesota Resources’ (LCCMR) environment and natural resources trust fund recommendations. HF 1113, which is on the House floor, appropriates $33,810,000 in fiscal year 2014 and $4,350,000 in fiscal year 2015. The recommendations include using: $8,076,000 for natural resource data and information projects; $13,522,000 for land, habitat, restoration, and recreation projects; $10,982,000 for invasive species projects; and $636,000 in fiscal year 2014 for environmental education projects. SF 987 is in the Environment, Economic Development and Agriculture Division of the Finance Committee.

HF 976/SF 1170: This legislation serves as the omnibus environment, natural resources and commerce bill. The legislation includes $1,328,000 from the environmental fund for subsurface sewage treatment system (SSTS) program
administration and community technical assistance and education, including grants and technical assistance to communities for water quality protection. The bill calls for the use of just over $2 million in natural resources funds for trail grants to local units of government and another $6.8 million in natural resources funds for water planning block grants to local governments. The Department of Commerce provisions of the bill includes $500,000 to be used for the Broadband Development Office.

HF 614/SF 757 amends section 103B.102 by extending the review period given to BWSR to evaluate a local water management organization’s planning progress from five years to ten years. On February 19, the bill was heard, amended and recommended to pass the House by the Environment and Natural Resources Policy Committee. On March 20th, SF 757 was laid over in the Senate Committee on Environment and Energy.

HF 613/SF 726 modifies the Board of Water and Soil Resources’ (BWSR) authority; local levy authority; the disposition of funds; and soil loss ordinance provisions. HF 613 does not yet have a companion. The House File, as introduced, amends sections 103B.101, by adding a subdivision; 103B.335; 103B.3369, subdivision 5; 103C.501, subdivision 4; and section103F.405, subdivision 1. Section 103B.101, is amended by adding a subdivision which requires BWSR to “work with state and federal agencies, academic institutions, local governments, practitioners, and stakeholders to foster mutual understanding and provide recommendations for standardized specifications for water quality and soil conservation protection and improvement practices and projects. The board may convene working groups or work teams to develop information, education, and recommendations”. Along with other provisions, the bill amends section 103F.405, subdivision 1, by correcting a reference to the USDA’s Natural Resource Conservation Service (NRCS). The amended subdivision also allows soil loss ordnances to include a local water management plan or may also include a comprehensive plan or watershed management plan, “developed or amended, adopted and approved, according to chapter 103B, 103C, or 103D”. HF 613 was amended and passed in the Environment and Natural Resources Policy Committee on February 19 and referred to the Property and Local Tax Division by the House Taxes Committee. On March 22nd, SF 726 was heard in the Senate Committee on Environment and Energy. The bill was amended and recommended to pass the Senate.

HF 436/SF 1260 amends section 116.182, subdivision 5 by adding criteria and evaluation points to wastewater projects applying for Public Facilities Authority financial assistance to be given to projects that use wastewater. The PFA is updating rules related to its program prioritization criteria. On February 20, the bill was heard in the Environment and Natural Resources Policy Committee. The delete-everything amendment was adopted. The House bill, as amended reads: “The Pollution Control Agency shall apply the following criteria to wastewater treatment system projects:(1) 20 points shall be assigned to projects that will treat wastewater for reuse; and (2) 15 points shall be assigned to projects that have the technology and are ready to treat wastewater for reuse.” On March 22nd, SF 1260 was amended by the Senate Committee on Environment and Energy and recommended to pass on the Senate floor.

Energy

HF 956/SF 901: The omnibus energy bills have been processing through their respective policy committees. Major work has been performed on HF 956, which includes the creation of a solar energy production incentive that is paid from up to 1.33 percent of each participating utility’s gross annual retail electricity sales made within the state. Incentives are paid on a per-kilowatt basis to owners of eligible solar photovoltaic devices for a period of 20 years. The commissioner must determine an additional incentive amount to be paid to owners of solar photovoltaic devices that meet the bill’s technical definition of solar manufacturing considered to be “Made in Minnesota.”
HF 956 adds mandates to the existing renewable energy standard for public utilities by requiring 40 percent of their total retail electric sales to retail customers in Minnesota by 2030. The bill also includes a separate requirement that the renewable energy standards include generation or procurement of solar energy for retail electric sales made to Minnesota customers reach one-half of one percent by 2016, two percent by 2020, and four percent by 2025.

HF 956 also requires the commissioner of Commerce to produce or oversee five studies relating to solar energy and ensuring that utility meet the state’s renewable energy requirements. One study, due by January 1, 2014, will require the commissioner to provide an analysis of the potential for electricity generation resulting from the installation of solar photovoltaic devices on and adjacent to public buildings in the state. The second study, due by December 1, 2013, requires utilities to study and develop plans for transmission network enhancements that are necessary to support meeting the states required renewable energy standards through 2030, “while maintaining system reliability.” The third study requires each “public utility, cooperative association, and municipal utility selling electricity to provide to the commissioner of commerce by November 1, 2013, “an assessment of the capacity available on its electric distribution system for interconnecting solar photovoltaic devices installed on or adjacent to nonresidential buildings in the utility’s service area. For each such potential interconnection point, the utility must calculate the maximum capacity of solar photovoltaic devices that could be installed on or adjacent to nearby nonresidential buildings, the amount of available capacity that could be installed without upgrading the utility’s distribution system, and the cost of the upgrade necessary to accommodate the installation of the maximum capacity and lesser amounts. The assessment must be in map format, must be updated annually, and must be made available to the public.” The fourth study, due by January 1, 2014, requires the commissioner to “produce a report analyzing the potential costs and benefits of installing utility-managed, grid-connected energy storage devices in residential and commercial buildings in this state. The study must: (1) estimate the potential value of on-site energy storage devices as a load-management tool to reduce costs for individual customers and for the utility, including but not limited to reductions in energy, particularly peaking, costs, and capacity costs; (2) examine the interaction of energy storage devices with on-site solar photovoltaic devices; and (3) analyze existing barriers to the installation of on-site energy storage devices by utilities, and examine strategies and design potential economic incentives to overcome those barriers.”

After multiple hearings, HF 956 cleared the Energy Policy Committee and was re-referred to the Commerce and Consumer Protection Finance and Policy Committee. On March 21, the Committee on Environment and Energy heard and amended SF 901. The bill is scheduled to be re-referred to the Committee on Finance when the Legislature resumes its work on April 2.

HF 190/SF 203: No action has been taken yet on this legislation, which if passed, changes the state’s large wind energy conversion system siting provisions and modifies county enactment authority. Section 216B.1691, subdivision 2b is amended by adding new language directing the public utilities commission to also consider "the availability of suitable sites for the location of eligible energy technology facilities, considering local land use restrictions" when deciding whether or not to modify or delay the requirement of a utility to comply with the state’s "Renewable Energy Standard" for electric generation. This provision is similar to one that was contained in HF 3254, as introduced by
Representative Kelly and Representative Drazkowski in 2010. HF 190/SF 203 also amends section 216F.081 that permits a county to adopt by “official controls” by ordinance that restrict the siting of Large Wind Energy Conversion Systems (LWECS) that are more stringent than standards in public utilities commission rules or permit standards, including prohibition of LWECS in districts established by zoning ordinances as provided in chapter 394. The bill also directs the PUC to consider and apply the county’s more stringent official controls, unless the commission finds good cause not to apply the official controls. The definition of “official controls” tracks the definition used in section 394.22, subdivision 6. No action has been taken on either the House or Senate version of the bill.

**Economic Development and Housing**

The House Property and Local Taxes Division Report was posted on April 1st. The report, using HF 2 as its vehicle, includes provisions for various tax increment districts, including HF 617, which allows for the creation of transit improvement districts which is highlighted in the Transportation section below.

**HF 1255/SF 1128:** The bill establishes the Office of Broadband Development in the Department of Commerce, and lists its purpose, organization, and duties, including:

- serving as the state’s central planning body for broadband;
- developing and implementing a state plan to encourage cost-effective broadband access;
- developing and implementing the state’s broadband infrastructure development program; and
- encouraging public-private partnerships to expand deployment and adoption of broadband services, including recommending funding options and incentives to encourage investment.

If passed, the new Office of Broadband Development will be required to produce a report recommending state strategies for expanding broadband services in ways that will maximize the economic development impact of the expansion. The report must examine state roles in addition to that of providing financial assistance, focus on impacts on subgroups of broadband users, including mobile broadband users, and analyze strategies that leverage additional private capital. The report is due to the legislature by January 15, 2014. The legislation also requires the production of an annual report to the legislature by the commissioner of commerce describing the achievement of the state’s broadband goals. The annual report will be mandated to include recommended policies, incentives, and legislation to achieve the broadband goals.

The bill also requires MnDOT to post on its website the list of upcoming construction projects in its statewide transportation improvement program, so that broadband providers may notify the department of their interest in installing broadband infrastructure along the right-of-way.

HF 1255 has been amended, cleared all committees, and is on the House floor awaiting action. SF 1128 has been amended in policy committees and has been referred to the Finance Committee. HF 991/SF 943: The bill expands the Small Cities Development Block Grant Program and the disaster contingency fund to include development authorities. SF 943 has passed through the Senate’s policy committees and is on the floor.

**HF 350/SF 212:** The bill removes the expiration date for the authority of a city to establish a new special service district or a housing improvement area by repealing the sections of statute that provide for the authority set to expire June 30, 2013. HF 350 passed through the policy committees and was re-referred to the House Property and Local Tax Division on February 25th. SF 212 was amended and passed in the Committee on State and Local Government Committee on February 18 and was re-referred to the Senate Taxes Committee.

HF 27: Mortgage lenders who have foreclosed on real estate within a city are required to deed the property to the city in which it is located upon completion of foreclosure. The city is permitted to charge the lender for
Legislative Update (cont.)

repair or demolition costs, and the lender is required to pay for the charges. (The bill proposes coding for new law in Minnesota Statutes, chapter 582.) No action has been taken on the bill.

HF 3/SF 54 and HF125: These bills provide that $15,000,000 in fiscal year 2014 and $15,000,000 in fiscal year 2015 are appropriated from the general fund to the commissioner of employment and economic development for the Minnesota investment fund under Minnesota Statutes, section 116J.8731. HF 3 has been laid over for possible inclusion in the omnibus jobs bill.

HF 205/SF 13: The bill renews the deed registration tax in Hennepin and Ramsey Counties, allowing for continued funding of the Environmental Response Fund. On February 12th, Amendment H0205A2 was adopted by the Property and Local Tax Division and was laid over for possible inclusion in the Division report. On March 5th, SF 13 was heard and amended in the Senate Committee on Taxes. The bill was laid over for possible inclusion in the omnibus tax bill.

HF 409/SF 343: The “Mayo Clinic” development proposal amends sections 272.02, subdivision 39; 469.174, subdivision 8; 469.176, subdivisions 1b, 4c; proposes coding for new law in chapter 469. The bill establishes a medical center development authority and provides for its organization, powers, and duties; provides for medical center development districts; authorizing the issuance of revenue obligations by the authority; authorizing city bonds; authorizes state assistance; and provides for tax increment financing within a medical center development district. The bill provides for appropriation authority in each state fiscal year, beginning in fiscal year 2016 to and including fiscal year 2049. The commissioner of management and budget is directed to transfer to the authority the amount of debt service for the state fiscal year on outstanding authority bonds issued pursuant to section 469.50, subdivision 5, clause plus operating and administrative expense of the authority. Multiple House hearings on HF 409 are scheduled during the month of April. SF 343 has also been amended and cleared all policy committees and has been sent to the Senate Committee on Taxes.

HF 368/SF 340: The bill modifies loan terms to development authorities for demolition. HF 528/SF 702: This legislation appropriates money for public housing rehabilitation; authorizes the sale and issuance of state bonds. HF 1344/SF 1252: The legislation appropriates money for the Minnesota Housing Finance Agency. HF 1595/SF 1427: These bills direct the Minnesota Housing Finance Agency to assist in the repair of flood-damaged properties; requires a report.

Eminent Domain

HF 78: The bill limits cities’ eminent domain power outside of city jurisdictional limits. This is similar to a bill introduced in the 87th Legislature. There is no Senate companion. No action has been taken to date.

HF 338/SF 183: The legislation modifies Minnesota’s “buy the farm” eminent domain options, public service corporation utility appraisal fee awards, and contiguous land power of condemnation requirements. Both the House Energy Policy and Government Operations committees have completed their individual hearings. The legislation has been amended, and passed. HF 338 has been re-referred to the House Rules and Legislative Administration Committee. SF 183 was heard in the Committee on Environment and Energy on March 12th and was re-referred to the Committee on Judiciary.

Transportation

HF 1416/SF 1270: This legislation is the transportation policy omnibus bill. Both bills include changes to the process for requesting variances from engineering standards for the county and municipal state-aid highway systems, eliminate the publication of the variance request in the State Register and will require hearings only after a request is denied. HF 1416 includes requires MnDOT to evaluate and develop a legislative proposal on regulating autonomous vehicles. MnDOT is also required to issue a legislative report by January 31, 2014. The House Research Summary provides more information on HF1416 as amended. The bill has been passed by
Legislative Update (cont.)

the House Transportation Policy Committee and has been re-referred to the Transportation Finance Committee. SF 1270 has been amended and passed by the Transportation and Public Safety and has been sent to the Senate floor for action. It includes SF 91, the MnDOT property evaluation bill, which is discussed below. The Senate Counsel, Research and Fiscal Analysis Summary of the latest version of the bill provides more information on the bill as amended to date.

HF 931/SF 891: These bills represent the transportation finance proposal that consists of several elements involving trunk highway bonding, highway user taxes, the state general sales tax, the motor vehicle sales tax, and local option transportation finance.

HF 272/SF 178: $10,000,000 is appropriated from the bond proceeds fund to the commissioner of transportation for purposes of the port development assistance program under Minnesota Statutes, chapter 457A. Any improvements made with the proceeds of these grants must be publicly owned. HF 272 was heard on March 6th in the Committee on Transportation Finance and was laid over. SF 178 has been referred to the Committee on Finance’s Transportation and Public Safety Division.

HF 617/SF 1440: The bill authorizes the designation and use of transit improvement districts. The bill amends section 469.174 by adding a transit improvement district subdivision to tax increment financing provisions under chapter 469’s economic development statutes. The district must be for qualified development activities that have the nearest boundary of each parcel of the district lies within one-half mile of a qualifying transit line. On April 1st, HF 617 was been incorporated into the Property and Local Taxes Division Report. SF 1440 has been referred to the Senate Committee on Taxes.

HF 202/SF 282: The bill authorizes local authorities to establish a speed limit, by resolution, on a street or highway under its jurisdiction…” On February 25th, SF 282 was withdrawn and returned to the author of the bill. No action has been taken on HF 202.

HF 123/SF 91: The bill requires MnDOT to regularly review property that was obtained for transportation projects but not used for implementing the project. Typically, MnDOT obtains temporary or permanent easements as well as landowner uneconomic remnants to construct transportation projects. Disposals involve contacting appropriate public agencies with jurisdiction before properties are removed from the inventory. The bill requires MnDOT to review the “surplus” properties regularly in order to impose a higher agency priority and attract additional revenue for the state. In the 87th Legislature, a bill was considered that would have required MnDOT and other public agencies to offer to discharge portions of easements that were obtained by eminent domain but not used for the projects. HF 123 has passed the Transportation Policy Committee and was re-referred to the Transportation Finance Committee for possible inclusion in the omnibus transportation finance bill. SF 91 has been incorporated into Section 8 of SF 1270, the omnibus transportation bill.

HF 332/SF 174: The bill removes the prohibitions on the Dan Patch commuter rail line between Northfield and Minneapolis by repealing Laws 2002, chapter 393, section 85.

HF 272/SF 178: $10,000,000 is appropriated from the bond proceeds fund to the commissioner of transportation for purposes of the port development assistance program under Minnesota Statutes, chapter 457A. Any improvements made with the proceeds of these grants must be publicly owned.

HF 402/SF 257 and HF 401/SF 258: The two bills provide for a combined total of $155,000,000 in appropriations from the bond proceeds fund to the Metropolitan Council for environmental studies and preliminary engineering, to acquire real property, or interests in real property, and to design and construct the Southwest Corridor light rail transit line from the Hiawatha light rail transit line in downtown Minneapolis to Eden Prairie.
Job Opportunities and RFPs

Job Title: Assistant Director University Wide
Hiring Agency: University of Minnesota
Web Link: https://employment.umn.edu/applicants/jsp/shared
Deadline: Open Until Filled

Job Description
This position operates out of an office environment, with occasional exposure to construction sites. Planning services within CPPM consists of capital planning, campus master planning, architectural review and design guidance, space analysis and management and project planning. The Assistant Director assists in planning, directing, supervising and coordinating planning activities and staff; performs professional planning work; and is accountable for related responsibilities as required. The Assistant Director reports to the Director of Planning, Space and Architecture and provides support to the Director and other CPPM leadership. The successful Assistant Director will have demonstrated knowledge of at least two of the primary planning services.

Application Instructions:
Please apply online via the Employment System at https://employment.umn.edu/applicants/Central?quickFind=109091 and please attach a resume and cover letter.

Job Title: Multimodal Transportation Manager
Hiring Agency: Anoka County Highway Department
Web Link: http://agency.governmentjobs.com/anoka/default.cfm
Deadline: May 10, 2013 no later than 4:30 p.m.
Salary Range: $66,127 to $88,651 Excellent Benefits

Job Description
Develop, manage and deliver the Highway Department's short-, mid- and long-range Transportation Planning, Transit Planning, and Travel Demand Management programs; Manage and direct the Highway Department's multimodal staff in development and delivery of Highway Department's transportation planning program including the operating budget and capital improvements program necessary to do so; Manage and direct large and long-term consultant contracts of Anoka County's multimodal transportation system; Direct and coordinate the development of Anoka County's Transportation Plan and coordinate the review of other agencies’ comprehensive plans; Coordinate complete EA, EAW, and EIS's for the implementation of the major intermodal projects in Anoka County; Develop and deliver transportation grant applications; Provide communications and public participation opportunities about projects to the public (businesses, residents, and elected officials); Direct activities of the TDM program for congestion mitigation and multimodal options.

Requirements
Bachelor’s degree in transportation planning, urban studies or a related field; Master’s Degree in Planning, Urban Studies, Public Administration or related field; Certification by the American Institute of Certified Planners (AICP) or Professional Transportation Planner (PTP); Twelve or more years experience in transportation development, coordination and management; experience with project management of major transportation projects or facilities, including at least five years directing others.

Human relations skills sufficient to provide supervision and leadership to effectively deal with politically charged situations as well as to team-build, motivate, influence, collaborate, gain consensus and negotiate with others.

This person must have experience with preparation of major transportation documents such as long-range transportation plans, capital improvement plans, and/or system plans; must have proven ability to coordinate projects with local, regional, state, and federal agencies; must be able to demonstrate ability to effectively present concepts and ideas to public forums, neighborhood groups, and other interested working groups; and must demonstrate ability to effectively communicate (written and oral) the County’s transportation perspective to elected officials at many levels. Appointment contingent upon ability to pass a Criminal History and Driver’s License check.

Application Instructions
Go to http://agency.governmentjobs.com/anoka/default.cfm and include responses to Supplemental Questions with the application no later than 4:30 p.m. on the closing date of the position. Resumes not accepted.

Job Title: Request for Proposals (RFP)
Hiring Agency: City of Eden Prairie
Deadline: May 30, 2013
Salary Range: N/A

Job Description
Request for Proposals - Green, Mid-Market Neighborhood Development
City of Eden Prairie, MN announces Request for Proposals (RFP) for a Green, Mid-Market Neighborhood Development. The City is seeking proposals from qualified developers to purchase and develop an 8 acre parcel that the City is acquiring from Minnesota Department of Transportation (MnDOT). The intent of the project is to create a sustainable single family neighborhood with implementation of "green" measures and mid-market housing price ranges.

All the RFP documents are posted on the City’s website at: http://edenprairie.org/index.aspx?page=1181.

A pre-proposal meeting will be held on Tuesday, April 30, 9.00 - 10.30 A.M. at City of Eden Prairie’s Council Chambers.

The proposals are due on Thursday, May 30, 2013.

Note: Questions regarding the RFP may be submitted via e-mail to Molly Koivumaki, Housing and Community Services Manager at: mkoivumaki@edenprairie.org. Additional information about the project can be found in the RFP document.

Job Title: 2040 Transportation Plan Elements
Hiring Agency: St. Cloud Area Planning Organization
Web Link: www.stcloudapo.org/apo-documents.html
Deadline: Monday, May 6, 2013

Job Description
Development of goals, objectives and performance measures, and access management /congestion management elements of APO 2040 transportation plan.
Job Opportunities and RFPs

Job Title: Community Event Planning/Marketing Intern (PT)
Hiring Agency: City of Isanti
Deadline: Initial application deadline: May 8, 2013 @ 4:30 p.m.
Salary Range: Hourly rate: $8.00 - $10.00

Job Description
Assisting the Economic Development Director and City Planner with various duties in planning and marketing community events and may provide assistance / or assigned to a specific project(s).

Application Instructions:
Initial application deadline: May 8, 2013 @ 4:30 p.m. Resume, cover letter and application are required. For an application contact: City of Isanti, 110 - 1st Avenue NW, PO Box 428, Isanti, MN 55040; 763-444-5512; or website: www.cityofisanti.us. Open until filled.

Job Title: City Planner
Hiring Agency: City of Minneapolis
Web Link: www.minneapolismn.gov
Deadline: May 10, 2013
Salary Range: $22.67/hour to $31.38/hour

Job Description
The City Planner is an entry-level planning position with the Department of Community Planning & Economic Development (CPED). This vacancy is with the Land Use, Design and Preservation section of CPED and includes implementation of City policies through review of development proposals. The work associated with this position includes frequent deadlines while conducting land use and preservation analysis. The City Planner works independently as part of a multi-disciplinary team.

Application Instructions
Applicants must complete a City of Minneapolis online application and submit a cover letter and resume.

Job Title: Economic Development Director
Hiring Agency: City of Isanti
Deadline: 4:30 p.m., May 13, 2013
Salary Range: $4,697 to $5,799 per month

Job Description
Assesses and prioritizes needs for economic development programs, promotions, etc. and determines funding available to meet those needs. Evaluates economic development programs and services on an annual basis. Develops and recommends to the City Administrator the Economic Development Authority and Building Inspections annual budgets consistent with department goals and projected revenue resources. Participates in ongoing budget and financial management for the EDA and Building Inspections department. Supervises the Building Inspections Department. Works with the Building Official on code enforcement and customer service issues. Assures that all required reports and documents are forwarded to the EDA, City Council, staff, funding, and regulatory agencies, and that reports are timely and accurate. Establishes and maintains good working relationships with community groups, service agencies, and local, State and Federal governmental agencies.

Serves as the responsible staff person for the Isanti Economic Development Authority (EDA) by preparing agendas, resolutions, reports, and minutes for their activities. Conducts research or special projects as requested. Acts as a liaison to the Isanti Area Chamber of Commerce, Isanti County EDA, ECRDC, and other economic development groups. Develop an effective promotion program to attract the interest of potential businesses. Meets with potential clients, provides information and assists as necessary to develop commercial and industrial investment in the City of Isanti.

Oversees the management, marketing, subdivision sales, contractual arrangements for Industrial Park Property. Works with legal and city staff on development agreements. Oversees loans, contracts, and legal requirements for revolving loan funds and ensures compliance with TIF, tax abatement and business subsidies; works with Finance Director on financial reporting. Coordinates private and public financing. Provides consultation to new or expanding businesses throughout the development process including financial, legal, contractual, marketing, project evaluation. Prepares and submits grant applications; assists in administering and monitoring grants received. Provides tours, visits businesses on a regular basis, assists in annual business retention visits.

Identifies and solicits new business and development prospects; works with City staff to develop strategies for attracting, retaining and expanding businesses; may assist businesses in preparing business plans and analyzing financing sources. Prepares and updates the community profile, MNPRO/City websites and maintains, provides information about available land and buildings. Prepares a variety of written reports, correspondence, documents, applications, etc. Coordinates and processes incentives with EDA, the City Council, County Board and School Board as needed.

Application Instructions
A City job application, cover letter and resume are required. Applications available from: City of Isanti, 110 1st Avenue NW, P.O. Box 428, Isanti, MN 55040, 763-444-5512, and also available at www.cityofisanti.us. Applications will be accepted until 4:30 p.m., May 13, 2013. Position open until filled. EOE
Job Opportunities and RFPs

Job Title: City of Waite Park Quiet Zone Study
Hiring Agency: St. Cloud Area Planning Organization
Deadline: May 31, 2013
Salary Range: $4,729 to $5,911 per month

Job Description
Study to determine the feasibility of establishing a FRA compliant railroad quiet zone at 8 public crossings in the City of Waite Park, Minnesota.

Job Title: City Planner
Hiring Agency: City of Arden Hills
Web Link: [www.cityofardenhills.org](http://www.cityofardenhills.org)
Deadline: May 16, 2013 at 4:30 p.m.
Salary Range: N/A

Job Description
To assist the Community Development Director in a wide variety of planning, zoning, and code enforcement work, including but not limited to: administration of zoning and development regulations; architectural and site plan design review; development and implementation of land use plans, regulations and policies and enforcement of City plans, policies and ordinances; inspection of properties to verify compliance with the city zoning code; the development and implementation of the City’s Comprehensive Plan; and serving as staff liaison to the Planning Commission.

Essential Functions
Coordinates, reviews and evaluates proposed land use development plans. Conducts research and analysis of development proposals and other projects based upon appropriate plans, policies and ordinances. Staff liaison to Planning Commission including: presenting planning cases to Planning Commission and City Council, maintaining case files, preparation of agendas, preparation and publication/mailing of public hearing notices in accordance with legal requirements, research and analysis of issues, and makes recommendations to the Planning Commission and the City Council.

Negotiate development agreements and work with the City Attorney to prepare legal agreements. Assists in the review of plans and permit applications, the issuance of permits, the inspection of works-in-progress and of completed projects. Represents Planning Commission at City Council meetings and represents the department at meetings as needed. Responds to inquiries concerning City land use plans, policies and ordinances and development review procedures. Conducts research and analysis of the City’s Comprehensive Plan, Zoning Ordinance and other ordinances. Maintains Comprehensive Plan materials, GIS information, and demographic data; provides information and advice on necessary changes, and recommended modifications. Assists with and prepares periodic updates of and amendments to the City’s Comprehensive Plan.

Assists in the enforcement and administration of the City’s Zoning Ordinance. Helps provide interpretation of the City Code language and requirements. Assists the Community Development Director in long range planning activities including the TCAAP master planning and zoning process and small area planning. Provides work direction to the Community Development Intern. Oversees the City’s curbside recycling contract, coordinates the semi-annual community cleanup day events, and collaborates with Ramsey County on recycling related goals.

Works with the Finance and Administrative Services department to administer the Rental Registration Program. Monitors developer compliance with Council directives and development contracts by reviewing approved documents and inspecting sites. Advises developers, petitioners and their agents, and other City departments on status of required improvements and conditions and makes recommendations to City Council for enforcement and disposition of agreements. Works with Building Official and Building Inspector on code enforcement activities as necessary. Analyzes information and notices on planning and zoning activities of other agencies and jurisdictions.

Performs other duties as apparent or assigned.

Minimum Qualifications
To perform this job successfully, an individual must be able to perform each essential duty satisfactorily and is proficient in the essential functions and knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education/Experience
Bachelor’s Degree in Planning, Urban Regional Studies, Public Administration or related field. Minimum two (2) years experience in zoning administration, code enforcement, comprehensive planning, architectural and site plan design review. Master’s Degree in Planning, Urban Studies, Public Administration or related field preferred. AICP desirable.

Language Skills
Ability to read and interpret documents such as state statutes, reports, policies, and regulations, contracts, and procedure manuals. Ability to prepare reports and correspondence. Ability to give verbal presentations and speeches. Ability to communicate effectively both orally and in writing with supervisors, City staff, elected and appointed officials, legal counsel, builders, developers, other governmental agencies, and the general public.

Mathematical Skills
Ability to make arithmetic computations using whole numbers, fractions and decimals. Ability to compute rates, ratios, and percentages. Ability to use predetermined formulas for land use calculations. Knowledge of elementary statistical calculations and principles. Knowledge of basic geometry for survey evaluation and various land use controls.

Other Knowledge, Skills, Abilities
Job Opportunities and RFPs

Knowledge of computers and software applications including word processing, database, spreadsheets, presentation and web authoring software. Skill in the use and administration of Geographic Information Systems (GIS).

Thorough knowledge of planning and zoning techniques and principles. Effective problem solving and communication skills.

Ability to establish effective working relationships with contractors, developers, architects, engineers, owners and the general public.

Physical Demands
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel objects, tools, or controls. The employee is frequently required to sit; and talk or hear. The employee is occasionally required to stand; walk; and reach with hands and arms; and stoop, kneel, crouch or crawl. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust focus.

Work Environment
The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to work in outdoor weather conditions. The noise level in the work environment is usually moderate.

Examples of Performance Criteria
Assisting in the development, revision and implementation of the Zoning Ordinance and Comprehensive Plan to reflect the needs and desires of the Community.
Effective working relationships established with the Community Development Director, City Staff, local and regional governments, community groups and the general public.
Ability to complete assigned work effectively and in a timely manner. Maintain communication with City staff, City officials, committees and commissions, as well as community members.
Maintain a pleasant, tactful, and courteous manner in dealing with the public and fellow employees.
Good working habits and a willingness to cooperate with others and contribute in a positive way to a pleasant working environment.

Selection Guidelines
Formal application, rating of education and experience; oral inter-
APA-MN Proudly Presents

2013 APA-MN Spring Seminar

When: May 30, 2013 8:30am to 3:30pm
Why: Improve your understanding of design and architecture!
6.0 AICP CM Credits (PENDING AS OF 4-23-13)
Where: Eagle Valley Golf Club Woodbury
2600 Double Eagle Lane, Woodbury, MN 55129
http://eaglevalleygc.com/Location.html

Fee: $85 (includes lunch)

Topics include:

- Learn the language of design
- How to work with architects
- Nine basic principles of design

How to register: To keep costs low, there is no electronic registration option. Please email us at of your intent to register, and then mail in the payment with the registration sheet. Space is limited to the first 75 registrants.

Speaker Bio: Barry Petit and Maureen Steele-Bellows
Barry Petit and Maureen Steele-Bellows of SBP Design Consulting are architects by trade, but also have a combined 35 years' experience in community governance as planning commission and former mayor of Wayzata. They have recently written a book called the Language of Design that teaches the principles of design to those committed to creating better design throughout their community.

SBP Design Consulting is a two person LLC formed in 2011 focusing on redefining the role of local elected and appointed decision makers in their obligation toward guiding the design character of their communities.
May 30, 2013 8:30AM - 3:30PM

Design Crash Course for Planners: A Blueprint for Success!

You cannot hope to guide design if you cannot speak the language of design. This course is a concise, in-depth training to planners who are often tasked with writing design standards for communities without a solid understanding of the basic principles of design. Taught by two architects, this session is sure to spark thought-provoking discussion and provide the basic tools that planners need to understand design. This session will reveal myths and facts about the design process – Bad design will ruin your good planning... and there are lots of mediocre architects out here – and address the often ignored obligation community leaders have toward guiding the design character of their communities. This "Crash Course" revolves around two dominant themes, 1) great places are all about design not tidy restrictions and 2) you cannot successfully and consistently guide design without knowing its language.

For further information or to register, please contact Peggy Schmid at mnapa@buffalheadweb.net
Leadership Directory

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