Agenda

Minnetonka City Council

Regular Meeting, Monday, June 1, 2015

6:30 P.M.
Council Chambers

1. Call to Order
2. Pledge of Allegiance
3. Roll Call: Wagner-Allendorf-Acomb-Wiersum-Bergstedt-Ellingson-Schneider
4. Approval of Agenda
5. Approval of Minutes: None
6. Special Matters: None
7. Reports from City Manager & Council Members
8. Citizens Wishing to Discuss Matters not on the Agenda
9. Bids and Purchases:
   A. Bids for Excelsior Boulevard pond outlet
      Recommendation: Reject all bids (Majority Votes)
10. Consent Agenda - Items Requiring a Majority Vote:
    A. Resolution of support for League of Minnesota Cities board nomination
11. Consent Agenda - Items Requiring Five Votes: None
12. Introduction of Ordinances: None
13. Public Hearings:
    A. On-sale wine and on-sale 3.2 percent malt beverage liquor licenses for Tiger Sushi 1, LLC (Tiger Sushi), at 12401 Wayzata Boulevard
       Recommendation: Open the public hearing and continue to July 13, 2015 (4 Votes)
B. On-sale wine and on-sale 3.2 percent malt beverage liquor licenses for Magnus Group LLC dba Oliver’s, at 12401 Wayzata Boulevard

Recommendation: Open the public hearing and continue to July 13, 2015 (4 Votes)

C. Resolution approving vacation of a drainage and utility easement at 16500 and 16502 Grays Bay Boulevard

Recommendation: Hold the public hearing and adopt the resolution vacating the easement (4 Votes)

14. Other Business:

A. Reaffirm the existing interim use permit for The Big Thrill Factory at 17501 State Highway 7

Recommendation: Affirm the previously adopted resolution (4 Votes)

B. Glen Lake Village Center Study scope of services

Recommendation: Provide comment and feedback

15. Appointments and Reappointments: None (5 votes)

16. Adjournment
City Council Agenda Item #9A
Meeting of June 1, 2015

Brief Description: Bids for the Excelsior Boulevard Pond Outlet

Recommended Action: Reject all bids

Background

On April 20, 2015 the city council approved plans and specifications, and authorized the advertisement for bids for the Excelsior Boulevard Pond Outlet. The project proposes to eliminate flooding in the parking lot at 15915 Excelsior Boulevard by expanding the existing pond to provide additional flood storage, and by providing a permanent piped outlet.

Bid Opening

Bids were opened for the project on May 26, 2015. One bid was received in response to the call for bids, and the results are as follows:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Total Bids</th>
</tr>
</thead>
<tbody>
<tr>
<td>GM Contracting, Inc.</td>
<td>$505,361.50</td>
</tr>
<tr>
<td>Engineers Estimate</td>
<td>$300,000.00</td>
</tr>
</tbody>
</table>

Estimated Project Cost and Funding

The total estimated construction cost, including engineering, administration, and contingency based on the bid received is $540,000. The budget amount for the project is shown below and is included in the 2015 – 2019 CIP.

<table>
<thead>
<tr>
<th></th>
<th>Budget Amount</th>
<th>Proposed Funding</th>
<th>Expense</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction Costs w/ Contingencies, Engineering, and Indirect costs</td>
<td></td>
<td></td>
<td>$540,000</td>
</tr>
<tr>
<td>Storm Water Utility Fund</td>
<td>$290,000</td>
<td>$340,000</td>
<td></td>
</tr>
<tr>
<td>Total Budget</td>
<td>$290,000</td>
<td>$340,000</td>
<td>$540,000</td>
</tr>
</tbody>
</table>

Based on the one bid received significantly exceeding the engineers estimate, it is recommended that bids are rejected and the project be rebid later this summer. Rebidding will allow for additional contractors, who may not have previously bid due to workload and scheduling, to consider bidding the project.
As mentioned at the April 20, 2015 council meeting and as can be seen on the above table, the CIP may need to be amended at the time of the rebid award to reflect the additional funds needed for the storm sewer improvements. The fund balance in the Storm Water Fund can support the proposed funding additional costs.

**Schedule**

If the recommended action is approved by council, rebidding would likely occur mid to late summer with construction planned for this fall.

**Recommendation**

It is recommended that the bids received be rejected and staff directed to re-advertise for bids for the Excelsior Boulevard Pond Outlet Project No.15602.

Submitted through:
  Geralyn Barone, City Manager  
  Lee Gustafson, Director of Engineering

Originated by:
  Will Manchester, Assistant City Engineer
Excelsior Blvd Improvements

- Proposed Storm Sewer
- Existing Storm Sewer

This map is for illustrative purposes only.
City Council Agenda Item #10A
Meeting of June 1, 2015

**Brief Description:** Resolution of support for League of Minnesota Cities board nomination

**Recommended Action:** Adopt the resolution

**Background**

Ward 3 City Council Member Brad Wiersum is submitting a 2015-2016 application to serve on the League of Minnesota Cities (LMC) Board of Directors. Currently as president of Metro Cities, Council Member Wiersum serves as an ex-officio member of the LMC board until June. He has represented both Minnetonka and the metropolitan area well in this capacity. If appointed to the LMC board as a regular member, Council Member Wiersum’s leadership and experience would benefit all Minnesota communities.

As part of the board application process, the city council is requested to adopt the attached resolution of support for Council Member Wiersum’s appointment.

**Recommendation**

Adopt the resolution.

Originated by:
Geralyn Barone, City Manager
Resolution No. 2015-
Resolution of Support for League of Minnesota Cities Board Nomination

Be it resolved by the City Council of the City of Minnetonka, Minnesota as follows:

Section 1. Background.

1.01. Brad Wiersum has served as Ward 3 City Council Member on the Minnetonka City Council since 2003.

1.02. During his time in office, Council Member Wiersum has served the Minnetonka community as an active member of a wide range of groups, including the Minnetonka Police Advisory Committee, Caring Youth Awards Committee, Economic Development Authority, Economic Development Advisory Committee and Bennett Family Park Board.

1.03. Further, Council Member Wiersum has served in a leadership capacity as a Metro Cities board member, vice president and currently president, and as an ex-officio member of the League of Minnesota Cities board. He has also served on Metro Cities committees.

1.04. Council Member Wiersum is highly respected, both locally and regionally, for his character, integrity, fairness, compassion and commitment to public service.

1.05. Council Member Wiersum has submitted his 2015-2016 application to serve on the League of Minnesota Cities Board of Directors.

1.06. The Minnetonka City Council is confident Council Member Wiersum will fairly and thoughtfully represent the interests of cities throughout Minnesota and will be an active, dedicated and participatory member of the board.

Section 2. Council Action.

2.01. The Minnetonka City Council hereby supports the nomination and appointment of City Council Member Brad Wiersum to serve on the Board of Directors of the League of Minnesota Cities.

Adopted by the City Council of the City of Minnetonka, Minnesota, on June 1, 2015.

Terry Schneider, Mayor
Attest:

David E. Maeda, City Clerk

**Action on this resolution:**

Motion for adoption:  
Seconded by:  
Voted in favor of:  
Voted against:  
Abstained:  
Absent:  
Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a meeting held on .

David E. Maeda, City Clerk
Brief Description
On-sale wine and on-sale 3.2 percent malt beverage liquor licenses for Tiger Sushi 1, LLC (Tiger Sushi), 12401 Wayzata Boulevard

Recommendation
Open the public hearing and continue to July 13, 2015

Background
The city has received applications from Tiger Sushi, for on-sale wine and on-sale 3.2 percent malt beverage liquor licenses, for use at a new restaurant at Ridgedale. The establishment will be a small, open-air restaurant within the center court of Ridgedale and is approximately 1,000 square feet. Since the restaurant is less than 1,200 square feet, a conditional use permit is not required. (See page A1).

Business Ownership
Tiger Sushi 1, LLC is owned by Scott Mann and Lisa Edevold. Scott and Lisa are married and equal owners in the business. The owners have extensive experience in the restaurant and catering business. They have owned Tiger Sushi at the Mall of America for 11 years and owned another location in Minneapolis for six years which is now closed. Lisa will serve as the general manager at the Ridgedale location. Lisa resides in Minneapolis and meets the metro-area residency requirements of the city’s liquor ordinance.

Business Operations
Tiger Sushi is an Asian-Fusion restaurant serving sushi, fresh Asian salads, soups, and appetizers as well as wine, beer, and sake. The anticipated opening date is in November. The restaurant is a sit-down restaurant with seating for approximately 25-30 customers. Customers will have the option of seating at the sushi-bar or traditional table seating.

Tiger Sushi’s prep kitchen will be located separate from the restaurant in a designated area that is not for public access. This owner is familiar with this style of preparation as the Mall of America has similar set-ups for smaller kiosk style restaurants. This designated kitchen area also includes locked cages for wine, beer, and sake storage.

Hours of operation will be 11:00 a.m. to closing time for Ridgedale.

Projected sales from wine, beer, and sake is expected to be between 10-13% based on other locations.
All restaurants with a liquor license must have a controlled or cordoned area to prevent customers from leaving the premise with alcohol. The applicant has worked with General Growth Properties and the city to agree on an acceptable enclosure around the facility with a knee wall. The knee wall will allow for the open-air concept design in the center court while providing a barrier that allows customers to enter and exit only through the main entrance of the restaurant.

The owners experienced three liquor violations during the first five years of operation at the Mall of America location. Since that time, and a total of 11 years in operation, they have changed how staff is trained and their point of sale systems for additional measures to verify the sale to prevent serving someone underage. The owner also implemented an incentive program in which the employee receives cash immediately for passing compliance checks. Since implementation of these new measures and policies, Tiger Sushi has not encountered a liquor violation during the past six years. (See page A2).

Application Information

Application information and license fees have been submitted. The police department’s investigative report is pending and will be forwarded to the council prior to the continued public hearing on July 13, 2015.

Recommendation

Staff recommends that the city council open the public hearing and continue it to July 13, 2015.

Submitted through:
   Geralyn Barone, City Manager
   Julie Wischnack, AICP, Community Development Director

Originated by:
   Kathy Leervig, Community Development Director
This rendering (produced by Ridgedale Center) shows the general idea of both Tiger Sushi and Oliver’s. Both restaurants will be located in the center courtyard area – (see “Hiro Sushi” the “placeholder” name that Ridgedale used to show Tiger Sushi – so the viewer can see the “open-air” style of restaurants that Ridgdale wants in their courtyard). Both Tiger Sushi and Oliver’s designs will be similar to what is shown in this rendering. However, it is important to note that this image shows the restaurant partially walled in by a low knee wall. Tiger Sushi and Oliver’s designs will call for a “knee wall” completely surrounding the restaurants – except of course at the entrance to the restaurants. Wine/beer and sake will be served in the restaurant, but stored in locked cabinets/cages in the nearby separate “Commissary Kitchen” space that is leased to both locations.
Tiger Sushi is an Asian-Fusion restaurant — now in its 11th year at the Mall of America in Minneapolis/St. Paul. The upcoming Tiger Sushi — Ridgedale will serve sushi, fresh Asian salads, Soups, Appetizers — as well as wine, beer and Sake. The restaurant is a small-sized, sit down restaurant with table service. Half of the dining room’s seating is sushi-bar seating where the customer can interact with the talented Sushi Chefs. The other half is traditional table seating. We expect to have seating for about 25 to 30 people.

Tiger Sushi’s hours of operation will be Monday thru Sunday, opening at 11 am — and sharing the same closing times as Ridgedale Center. (ie: most nights - 9pm). We expect annual sales in the range of $1.2 Million to $1.5 Million. We expect that our food sales will duplicate the ratios that we’ve seen at our Tiger Sushi MOA restaurant: 87% to 90% revenues from food sales, 10% to 13% revenues from alcoholic beverage sales.

Tiger Sushi’s prep kitchen will be located separate from its restaurant dining room in a back hallway area of Ridgedale Center — near the loading dock. The wine, beer and sake will be stored in locked cages in this space and inventoried daily.

Tiger Sushi Ridgedale’s owners operated a restaurant called Tiger Sushi II in Minneapolis — with a full liquor license — for its entire six year duration without a single violation. They also operate Tiger Sushi MOA — and have had 3 liquor violations in its 11 year history. It is important to note that the 3 violations all occurred in the first 5 years of operations, each during a compliance tests done by the Bloomington Police. In each instance, the server had gone through the motions of checking the ID — and then sadly, served the minor anyway.

Since that 3rd violation, the following are the steps taken by Tiger Sushi’s owner to prevent serving minors as well as controlling our alcoholic beverages:

1. Daily inventory of wine, beer sake — compare against daily sales — look for discrepancies.
2. When wine, beer or sake is “rung into” POS — server is prompted with a choice between “Under 21” or “ID checked, Over 21”. The server must choose one button before he/she can enter the order. This really helps remind.
3. Tiger managers conduct liquor compliance training for each server hired.
4. Employing a VERY diligent General Manager, Sarah Bernu — who stays on top of liquor compliance, has created a culture of compliance and awareness.

But the most successful policy was created by owner, Lisa Edevold after the frustration of a 3rd violation. This policy has made a WORLD of difference and no violations have occurred since it was initiated.

1. “Card anyone that looks younger than your parents”. We say this out loud— almost daily.
2. If you are caught serving an underage person — during a “sting” or otherwise, you will be fired immediately. (ie: is it really worth losing your job over? Just card them!)
3. If you pass a “Sting” aka: Compliance test — you will immediately receive $100 cash.
4. When we pay the $100 cash — we make a REALLY big deal. Lots of praise, attention, accolades!

These policies have a proven track record of 100% success and will absolutely be enforced at the new Tiger Sushi in Ridgedale Center.
Brief Description
On-sale wine and on-sale 3.2 percent malt beverage liquor licenses for Magnus Group LLC dba Oliver's, 12401 Wayzata Boulevard

Recommendation
Open the public hearing and continue to July 13, 2015

Background
The city has received applications from Magnus Group LLC, dba Oliver's, for on-sale wine and on-sale 3.2 percent malt beverage liquor licenses, for use at a new restaurant at Ridgedale. The establishment will be a small, open-air restaurant within the center court of Ridgedale and is approximately 750 square feet. Since the restaurant is less than 1,200 square feet, a conditional use permit is not required. (See page A1).

Business Ownership
Magnus Group LLC is owned by Scott Mann and Lisa Edevold. Scott and Lisa are married and equal owners in the business. The owners have extensive experience in the restaurant and catering business. They have owned Tiger Sushi at the Mall of America for 11 years and are in the process of opening a Tiger Sushi in Ridgedale. Lisa will serve as the general manager at the Ridgedale location. Lisa resides in Minneapolis and meets the metro-area residency requirements of the city’s liquor ordinance.

Business Operations
Oliver's restaurant offers light fare such as salads, sandwiches, soups, pastas as well as wine and beer. The anticipated opening date is in November. The restaurant is a sit-down restaurant with seating for approximately 25-30 customers. Customers will have the option of bar-style seating or traditional table seating.

Oliver’s prep kitchen will be located separate from the restaurant in a designated area that is not for public access. This owner is familiar with this style of preparation as the Mall of America has similar set-ups for smaller kiosk style restaurants. This designated kitchen area also includes locked cages for wine and beer storage.

Hours of operation will be 11:00 am to closing time for Ridgedale.

Projected sales from wine and beer is expected to be between 10-13%.

All restaurants with a liquor license must have a controlled or cordoned area to prevent customers from leaving the premise with alcohol. The applicant has worked with General Growth Properties and the city to agree on an acceptable enclosure around the
facility with a knee wall. The knee wall will allow for the open-air concept design in the center court while providing a barrier keeping customers from entering and exiting the restaurant only through the main entrance.

The owners previous experience in the restaurant business has provided the knowledge on how to train staff on underage consumption of alcohol. The training program and point of sales system provides additional checks and balances to ensure that the transaction is for someone of legal drinking age. The owner will also implement an incentive program in which the employee receives cash immediately for passing compliance checks. Once the owner implemented some of these measures in their other restaurants, they have not experienced a liquor violation during the past six years. (See page A2).

**Application Information**

Application information and license fees have been submitted. The police department’s investigative report is pending and will be forwarded to the council prior to the continued public hearing on July 13, 2015.

**Recommendation**

Staff recommends that the city council open the public hearing and continue it to July 13, 2015.

Submitted through:

Geralyn Barone, City Manager
Julie Wischnack, AICP, Community Development Director

Originated by:

Kathy Leervig, Community Development Director
This rendering (produced by Ridgedale Center) shows the general idea of both Tiger Sushi and Oliver’s. Both restaurants will be located in the center courtyard area – (see “Hiro Sushi” the “placeholder” name that Ridgedale used to show Tiger Sushi – so the viewer can see the “open-air” style of restaurants that Ridgedale wants in their courtyard). Both Tiger Sushi and Oliver’s designs will be similar to what is shown in this rendering. However, it is important to note that this image shows the restaurant partially walled in by a low knee wall. Tiger Sushi and Oliver’s designs will call for a “knee wall” completely surrounding the restaurants – except of course at the entrance to the restaurants. Wine/beer and sake will be served in the restaurant, but stored in locked cabinets/cages in the nearby separate “Commissary Kitchen” space that is leased to both locations.
Oliver's is an open-air style restaurant to be located in the center courtyard of Ridgedale Center. Oliver's is owned by the same people who have owned Tiger Sushi MOA - now in its 11 year at the Mall of America in Minneapolis/St. Paul. The same owners also owned and operated Tiger Sushi 2 on Lyndale Ave in Minneapolis for 6 years.

Oliver's will serve light fare such as salads, panini sandwiches, Soups, Pastas as well as wine and beer. The restaurant is a small-sized, sit down restaurant with table service. 1/3 of the dining room's seating is bar-style seating and the rest will be traditional table seating. We expect to have seating for about 25 to 30 people.

Oliver's hours of operation will be Monday thru Sunday, opening at 11 am – and sharing the same closing time as Ridgedale Center. (ie: most nights - 9pm). We expect annual sales in the range of $1.2 Million to $1.5 Million. We expect that our food sales will duplicate the ratios that we've seen at our Tiger Sushi MOA restaurant: 87% to 90% revenues from food sales, 10% to 13% revenues from alcoholic beverage sales.

Oliver's prep kitchen will be located separate from its restaurant dining room in a back hallway area of Ridgedale Center – near the loading dock. The wine, beer will be stored in locked cages in this space and inventoried daily.

Oliver's owners operated Tiger Sushi II in Minneapolis – with a full liquor license – for its entire six year duration without a single liquor violation. Oliver's owners also operated Tiger Sushi MOA for 11 years – during which time they had 3 liquor violations. These 3 violations all occurred within the first 5 years of operations - and they all occurred during compliance tests done by the Bloomington Police. In each instance, the server had gone through the motions of checking the ID - and then sadly, served the minor anyway.

Since that 3rd violation, the following are the steps taken by Tiger Sushi's owner to prevent serving minors as well as controlling our alcoholic beverages.

1. **Daily** inventory of wine, beer sake – compare against daily sales – look for discrepancies
2. When wine, beer or sake is “rung into” POS – server is prompted with a choice between “Under 21” or “ID checked, Over 21”. The server must choose one button before he/she can enter the order. This really helps remind.
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But the most successful policy was created by owner, Lisa Edevold after the frustration of a 3rd violation. This policy has made a WORLD of difference and no violations have occurred since it was initiated.

1. “Card anyone that looks younger than your parents”. We say this out loud- almost daily.
2. If you are caught serving an underage person – during a “sting” or otherwise, you will be fired immediately. (ie: is it really worth losing your job over? Just card them!)
3. If you **pass** a “Sting” aka: Compliance test – you will immediately receive $100 cash.
4. When we pay the $100 cash – we make a REALLY big deal. Lots of praise, attention, accolades!

These policies have a proven track record of success and will absolutely be enforced at Oliver's in Ridgedale Center.
Resolution approving vacation of a drainage and utility easement at 16500 and 16502 Grays Bay Boulevard

Hold the public hearing and adopt the resolution vacating the easement

Eskuche Design, on behalf of the property owner, is requesting vacation of a drainage and utility easement at 16500 and 16502 Grays Bay Boulevard. The easement requested to be vacated is located along a portion of the shared lot line between the properties. The two properties are currently under common ownership, and the applicant has also applied for an administrative lot division to adjust the property line between the two lots. The applicant has requested vacation of the existing easement since it would no longer be located along the common property line. A new drainage and utility easement would be granted to the city along the new common property line as part of the lot division. (See pages A1-A3.)

Staff finds that the easement vacation request is reasonable, as:

- There are no public utilities or improvements within the easement area to be vacated.
- New drainage and utility easements would be granted to the city along the entire length of the revised property line location. The easement would allow for future public utilities or improvements, as needed by the city.

Hold the public hearing and adopt the resolution on pages A4-A6 which vacates the drainage and utility easement at 16500 and 16502 Grays Bay Boulevard.

Submitted through:
Geralyn Barone, City Manager
Julie Wischnack, AICP, Community Development Director
Loren Gordon, AICP, City Planner

Originated by:
Jeff Thomson, Associate Planner
LOCATION MAP

Project: Eskuche Design - Vacation of Easements
Address: 16500 and 16502 Grays Bay Blvd.
EASEMENT VACATION STATEMENT

2015-04-10

To the city of Minnetonka,

The purpose of this request to remove the easement that matches the existing unusual lot line location. This owner will be building a single family home with an accessory building and has every intention of keeping the property in their family for generations. The current easement and lot line position is very unusual and causes a building shape that creates a difficulty. Vacating the easement and moving the line will provide a confirming property configuration that is more useable and practical.

Sincerely,

Peter Eskuche, AIA
LEGAL DESCRIPTION OF EXISTING DRAINAGE AND UTILITY EASEMENTS TO BE REMOVED:

The 14 feet perpetual easement for drainage and utility purposes over, under, and across the above described property, the centerline of said 14 feet perpetual easement is further described as follows:

That part of Lots 18 and 19, INT'A NW-NE, described as follows: Commencing at the southeasterly corner of said Lot 18, thence southerly along the southeasterly line of said lot 18 in a distance of 2 feet to a point hereinafter referred to as "Point A" thence deflecting left 115 degrees in a point on the southerly line of said Lot 19, and point being the point of beginning of the centerline being described, thence continuing on said line and curves to a point distant 225 feet from said "Point A" there terminating.

PROPOSED LEGAL DESCRIPTION OF THE NORTHERLY PARCEL:

That part of Lots 18 and 19, INT'A NW-NE, Lake Minnetonka, Hennepin County, Minnesota, lying north and northwesterly of the following described line: Commencing at the most southerly corner of said Lot 18, thence as an assumed bearing of North 25 degrees 40 minutes 30 seconds West along the northwesterly line of said Lot 18 a distance of 110.37 feet, thence in a southerly direction to a point in a southerly line drawn from said Lot 18 a distance of 110.37 feet; thence southerly a distance of 225 feet to the point of beginning of the line to be described, thence North 25 degrees 40 minutes 30 seconds West a distance of 110.37 feet; thence North 47 degrees 21 minutes 58 seconds West a distance of 78 feet more or less to the short line of Lake Minnetonka and there terminating.

Contains 42,427 Sq. Ft.

PROPOSED LEGAL DESCRIPTION OF THE DRAINAGE AND UTILITY EASEMENTS FOR THE NORTHERLY PARCEL:

The South 10 feet and the Southwesterly 7 feet of the following described parcel:

That part of Lots 18 and 19, INT'A NW-NE, Lake Minnetonka, Hennepin County, Minnesota, lying North and Northwesterly of the following described line: Commencing at the most southerly corner of said Lot 18, thence as an assumed bearing of North 25 degrees 40 minutes 30 seconds West along the northwesterly line of said Lot 18 a distance of 110.37 feet, thence in a southerly direction to a point in a southerly line drawn from said Lot 18 a distance of 110.37 feet; thence southerly a distance of 225 feet to the point of beginning of the line to be described, thence North 25 degrees 40 minutes 30 seconds West a distance of 110.37 feet; thence North 47 degrees 21 minutes 58 seconds West a distance of 78 feet more or less to the short line of Lake Minnetonka and there terminating.

Contains 22,609 Sq. Ft.

PROPOSED LEGAL DESCRIPTION OF THE DRAINAGE AND UTILITY EASEMENTS FOR THE SOUTHERLY PARCEL:

The South 10 feet and the Southerly and Northerly 7 feet of the following described parcel:

That part of Lots 18 and 19, INT'A NW-NE, Lake Minnetonka, Hennepin County, Minnesota, lying South and Southwesterly of the following described line: Commencing at the most southerly corner of said Lot 18, thence as an assumed bearing of North 25 degrees 40 minutes 30 seconds West along the northwesterly line of said Lot 18 a distance of 110.37 feet, thence in a southerly direction to a point in a southerly line drawn from said Lot 18 a distance of 110.37 feet; thence southerly a distance of 225 feet to the point of beginning of the line to be described, thence North 25 degrees 40 minutes 30 seconds West a distance of 110.37 feet; thence North 47 degrees 21 minutes 58 seconds West a distance of 78 feet more or less to the short line of Lake Minnetonka and there terminating.

LIMITATIONS & NOTES:
1. Showing the location of visible, significant improvements.
2. Showing the location of visible, significant improvements.
3. Showing the location of visible, significant improvements.
4. Showing the location of visible, significant improvements.
5. Showing the location of visible, significant improvements.

CERTIFICATIONS:
Handy certify that this plan, specification, report or survey was prepared by or under my direct supervision and that I am a licensed Professional Engineer and Professional Surveyor under the laws of the State of Minnesota.

Signature: James W. Handy
Typed Name: James W. Handy
Date: February 17, 2015
Reg. No. 9755

Drw. No. 15001B 2015 02 17 A TB
Resolution No. 2015-

Resolution vacating drainage and utility easement
at 16500 and 16502 Grays Bay Boulevard

Be it resolved by the City Council of the City of Minnetonka, Minnesota, as follows:

Section 1. Background.

1.01 Calm Bay, LLC, and Eskuche Design have petitioned the Minnetonka City Council to vacate a drainage and utility easement on the properties at 16500 and 16502 Grays Bay Boulevard.

1.02 The easement is legally described as follows, to wit:

Vacate all those perpetual easements for drainage and utility purposes created by Document Nos. 4579465 and 4579466, as recorded in the files of the Hennepin County Recorder, State of Minnesota, which easements affect the properties located at 16500 and 16502 Grays Bay Boulevard, Minnetonka, MN.

1.03 In accordance with City Charter Section 12.06 a hearing notice on said petition was published in the City of Minnetonka’s official newspaper and written notice was mailed out to the owners of each abutting property and to all landowners in the plat.

1.04 On June 1, 2015, the City Council held a hearing on such petition, at which time all persons for and against the granting of said petition were heard.

Section 2. Standards.

2.01 Section 12.06 of the City Charter states that “No vacation shall be made unless it appears in the interest of the public to do so...”

Section 3. Findings.
3.01 The Minnetonka City Council makes the following findings:

1. There are no public utilities located within the easement.

2. A new drainage and utility easement would be granted to the city along the entire length of the revised property line location.

3. The vacation is not counter to the public interest.


4.01 The City Council vacates the above-described easement, subject to the following conditions:

1. A drainage and utility easement must be granted to the city prior to release of this resolution. The easement must be a minimum of 14 feet in width and must be centered on the revised property line location as shown on the survey dated February 17, 2015.

Adopted by the City Council of the City of Minnetonka, Minnesota, on June 1, 2015.

Terry Schneider, Mayor

Attest:

David E. Maeda, City Clerk

Action on this resolution:

Motion for adoption:
Seconded by:
Voted in favor of:
Voted against:
Abstained:
Absent:
Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a meeting held on June 1, 2015.
City Council Agenda Item #14A  
Meeting of June 1, 2015

**Brief Description**  
Review of the interim use permit for The Big Thrill Factory at 17501 State Highway 7

**Recommendation**  
Affirm the previously adopted resolution

**Background**

The Big Thrill Factory is a multipurpose entertainment facility occupying a portion of the former Kmart site. Year-round activities located inside include: a bowling alley, arcade-style games, laser tag, bumper cars, and restaurant area. The Big Thrill Factory also includes outdoor, seasonal activities including: miniature golf, climbing wall, trampolines, and outdoor eating area.

In 2012, the city council approved an interim use permit for these outdoor activities. As a condition of the permit, no outdoor entertainment use is allowed between the hours of 10:00 p.m. and 7:00 a.m. (See pages A2-A10). In 2014, the city council approved a request to extend the outdoor play area by one hour to 11:00 p.m. on Friday and Saturday nights. The extended hour would correspond to the indoor hours of operation. The council also requested the interim use permit be reviewed after a year for compliance with noise and nuisance regulations. (See pages A12-A19).

**Staff Comment**

The Big Thrill Factory has been operating since the spring of 2013. During that time, the city has received just one noise complaint regarding the outdoor activities. The complaint occurred during the hours of operation in late fall of 2013, a week prior to the closing of the outdoor area for the season. Since the approval of the extended hours in May of 2014, there have been no complaints of noise or other nuisance issues related to the operations of the facility. Considering the facility’s track record last year, staff finds that the extended Friday and Saturday hours continue to be acceptable.

**Staff Recommendation**

Staff recommends no changes to conditional use permit. This affirms the previously adopted resolution for extended hours of the outdoor entertainment uses at The Big Thrill Factory. (See pages A12–A18).

Through: Geralyn Barone, City Manager  
Julie Wischnack, AICP, Community Development Director

Originator: Loren Gordon, AICP, City Planner
LOCATION MAP

THE BIG THRILL FACTORY
17501 STATE HIGHWAY 7
11041.14a
April 24, 2014

Susan M. Thompson
Principal Planner
City of Minnetonka
14600 Minnetonka Blvd.
Minnetonka, MN 55345

Dear Susan:

On behalf of Big Thrill Factory, I am writing this letter to formally request that you allow us to extend our outdoor operating hours by one hour on Friday and Saturday to match our existing indoor facility operating hours. Since our March 2013 opening, our current indoor facility hours have always been:

**BTF INDOOR HOURS OF OPERATION:**
- Sunday - Thursday 10am – 9pm
- Friday 10am – 11pm
- Saturday 9am – 11pm

However, our outdoor patio hours are currently restricted to 10pm on both Friday and Saturday nights.

This difference caused a significant amount of confusion for our guests as the majority of the packages we sell are sold as Multiple Hour Play Packages that allows the guest to play on many attractions. When we are busy, they move around based on the various waits at different attractions. With the outdoor attractions closing early, it becomes a big challenge to manage our guest’s expectations regarding time of play and why they have to end the play outside an hour earlier than our inside attractions, especially when they have paid for an All Attraction Play Card.

We believe the restriction was put in place as we had no operating history and there was a concern on how the noise, lights and activity from both the indoor and outdoor facility would affect the neighborhood. As we have now been open over a year and to our knowledge we have not had any complaints or issues that have been raised regarding our operations, we would appreciate our outdoor operation being extended by an hour on Friday and Saturday to match our indoor operating hours.

Thank you so much for considering our request.

Barry M. Zelickson
Owner
Big Thrill Factory
17585 Hwy 7
Minnetonka, MN 55345
RESOLUTION NO. 2012-106

RESOLUTION APPROVING AN INTERIM USE PERMIT FOR OUTDOOR ENTERTAINMENT AT 17501 STATE HIGHWAY 7

BE IT RESOLVED by the City Council of the City of Minnetonka, Minnesota, as follows:

Section 1. BACKGROUND.

1.01 Barry Zelickson has requested an interim use permit for an outdoor entertainment area associated with The Big Thrill Factory. (Project 11041.12a.).

1.02 The property is located at 17501 State Highway 7, the former Kmart site. It is legally described as follows:

SEE EXHIBIT A

1.03 On September 6, 2012, the Planning Commission held a hearing on the application. The applicant was provided the opportunity to present information to the Planning Commission. The Planning Commission considered all of the comments and the staff report, which are incorporated by reference into this resolution. The Commission recommended that the City Council approve the permit.

Section 2. GENERAL STANDARDS.

2.01 City Code §300.05, Subd. 5, lists the following general standards that must be met for granting of the permit:

1. The general performance standards in section 300.16, Subd. 2 will be met;

2. The use will not delay anticipated development or redevelopment of the site;
3. The use will not be in conflict with any provisions of the city code on an ongoing basis;

4. The use will not adversely affect the adjacent property, the surrounding neighborhood, or other uses on the property where the use will be located;

5. The property on which the use will be located is currently in compliance with all applicable city code standards;

6. The use is allowed as an interim use in the applicable zoning district;

7. The date or event that will terminate the use can be identified with certainty;

8. The use will not impose additional unreasonable costs on the public; and

9. The applicant agrees in writing to any conditions that the city council deems appropriate for the use, including a requirement for a financial security to ensure removal of all evidence of the use upon termination.

Section 3. SPECIFIC STANDARDS.

3.01 City Code §300.18 Subd. 7 lists the following specific standards that must be met for granting of the permits:

1. must be located:

   a) at least 100 feet from any residential property as measured from the closest property lines of the properties. The city may modify this distance based on physical characteristics of the commercial and residential properties such as: existing sight lines, existing or proposed physical barriers, existing natural resources, and proposed landscaping;

   b) in proximity to a collector or arterial roadway as identified in the comprehensive plan or otherwise located so that access can be provided without conducting significant traffic on local residential streets;

   c) in a controlled or cordoned area; and
d) to not interfere with pedestrian or vehicular circulation;

2. must not use public address systems, speakers, or other audio equipment which is audible anywhere on a residential lot that is within 400 feet, and must not create noise that is unreasonably disturbing to a reasonable person of ordinary sensitivity anywhere on a residential lot that is within 400 feet. The distance will be measured from the property lines of the source and receiving properties that are closest to each other. Whether the sound is unreasonably disturbing to a reasonable person will be determined under section 850.005;

3. Must not occur between the hours of 10:00 p.m. and 7:00 a.m.; and

4. Must be in compliance with applicable health, public safety, and building code regulations as imposed by the city or other pertinent agency.

Section 4. FINDINGS.

4.01 The proposal meets the general interim use permit standards for transient sales outlined in City Code §300.05 Subd. 5.

4.02 The proposal meets the specific interim use permit standards for transient sales outlined in City Code §300.18 Subd. 7.

Section 5. CITY COUNCIL ACTION.

5.01 The above-described interim use permit is approved, subject to the following conditions:

1. SITE AND ATTRACTIONS

   a) Subject to staff approval, the outdoor entertainment, or outdoor “attractions”, must be developed and maintained in substantial conformance with the following plans, unless modified by the conditions below:

      • Floor plan dated August 23, 2012
      • Exterior elevations plan dated August 23, 2012
b) The outdoor entertainment, or outdoor “attractions”, may be changed by the owner/operator upon the review and approval of the city council.

2. NOISE
   a) Public address systems, speakers, or other audio equipment which is audible anywhere on a residential lot that is within 400 feet is prohibited.
   b) The outdoor entertainment must not create noise that is unreasonably disturbing to a reasonable person of ordinary sensitivity anywhere on a residential lot that is within 400 feet. The distance will be measured from the property lines of the source and receiving properties that are closest to each other. Whether the sound is unreasonably disturbing to a reasonable person will be determined under section 850.005.
   c) No outdoor entertainment use is allowed between the hours of 10:00 p.m. and 7:00 a.m.

3. ADDITIONAL CONDITIONS
   a) City staff may conduct an annual review of complaints regarding the outdoor entertainment use. If staff finds that excessive complaints have been received, excessive public safety responses have been made, or that the outdoor entertainment has imposed unreasonable costs to the public in money or time, staff may require that interim use permit be reviewed by city council. Based on its review, the city council may impose additional conditions or revoke part or all of the interim use permit.
   b) This interim use permit is valid until such time that redevelopment of the subject property occurs. For purposes of this permit, redevelopment means razing of more than 50 percent of the existing building.

4. Violation of any of the interim use standards outlined in City Code §300.18 Subd. 7 or any condition placed upon the interim use permit will result in immediate revocation of the permit.
Adopted by the City Council of the City of Minnetonka, Minnesota, on October 8, 2012.

Terry Schneider

ATTEST:

David E. Maeda, City Clerk

ACTION ON THIS RESOLUTION:

Motion for adoption: Allendorf
Seconded by: Acomb
Voted in favor of: Wiersum, Hiller, Wagner, Ellingson, Allendorf, Acomb, Schneider
Voted against:
Abstained:
Absent:
Resolution:

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a duly authorized meeting held on October 8, 2012.

David E. Maeda, City Clerk

SEAL
EXHIBIT A

Par 2: That part of the North 1/2 of the Northwest Quarter of the Southwest Quarter of Section 29, Township 117, Range 22, lying West of a line described as follows: Commencing at a point on the North line of said North 1/2 of the Northwest Quarter of the Southwest Quarter, 743 feet East of the Northwest corner thereof; thence running South 12 degrees and 3 minutes East 213 feet; thence South 16 degrees and 40 minutes West 182.7 feet; thence South 35 degrees and 23 minutes West 208.1 feet; thence South 10 degrees and 37 minutes West 107.9 feet to the Southline of said North 1/2 of the Northwest Quarter of the Southwest Quarter of said Section 29, except the South 125.00 feet of the West 183.00 feet of the North Half of the Northwest Quarter of the Southwest Quarter of said Section 29.
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Resolution No. 2014-051

Resolution amending and replacing Resolution 2012- 106 for an interim use permit for outdoor entertainment at 17501 State Highway 7

BE IT RESOLVED by the City Council of the City of Minnetonka, Minnesota, as follows:

Section 1. BACKGROUND.

1.01 On October 8, 2012, the city council approved in interim use permit for outdoor entertainment at The Big Thrill Factory.

1.02 The property is located at 17501 State Highway 7. The property is legally described as:

See Exhibit A

1.03 The October 8, 2012 approval includes the condition: "no outdoor entertainment use is allowed between the hours of 10:00 p.m. and 7:00 a.m."

1.04 Barry Zelickson, owner of The Big Thrill Factory, has requested an amendment to an existing interim use permit. The amendment would allow the outdoor hours of operation to correspond to the indoor hours of operation:

- Sunday through Thursday: 10:00 a.m. to 9:00 p.m.
- Friday: 10:00 a.m. to 11:00 p.m.
- Saturday: 9:00 a.m. to 11:00 p.m.

Section 2. Standards.

2.01 City Code 300.05 Subd.5 outlines the general interim use standards. Those standards are inserted here by reference.
2.02 City Code §300.18 Subd.7 outlines the specific interim use permit standards for outdoor entertainment. Those standards are inserted here by reference. One of these standards is that outdoor use must not occur between the hours of 10:00 p.m. and 7:00 a.m.

2.03 By City Code §300.07 Subd. 1, a variance, may be granted from the requirements of the zoning ordinance when: (1) the variance is in harmony with the general purposes and intent of this ordinance; (2) when the variance is consistent with the comprehensive plan; and (3) when the applicant establishes that there are practical difficulties in complying with the ordinance. Practical difficulties means: (1) The proposed use is reasonable; (2) the need for a variance is caused by circumstances unique to the property, not created by the property owner, and not solely based on economic considerations; and (3) the proposed use would not alter the essential character of the surrounding area.

Section 3. Findings.

3.01 The requested amendment to Resolution 2012-106 is reasonable:

1. The proposal meets the general interim use permit standards for transient sales outlined in City Code §300.05 Subd. 5.

2. Apart from the hours of operation, the proposal meets the specific interim use permit standards for transient sales outlined in City Code §300.18 Subd. 7.

3. The requested amendment meets the variance standard outlined in City Code §300.07 Subd. 1

a) Purpose and Intent of Ordinance: The purpose of the hour operation restriction is to ensure outdoor entertainment area comply with the city's noise ordinance. By City Code §850.015.1 "a person must not engage in, permit, or allow ... activities resulting in unreasonably loud or disturbing noise for a person of ordinary sensitivity at any time other than between 7:00 a.m. and 10:00 p.m." The proposed hours of operation would meet the intent.

1) In one year of operation, the city has received just one complaint of unreasonably loud or disturbing noises emanating from the outdoor entertainment area. This complaint was received at 8:30 p.m.,
during the "permitted" hours of 7:00 a.m. to 10:00 p.m.

2) The proposed hours of operation could result in 13 hours of outdoor activity. This is less than the 15 hours allowed during the "permitted" hours of 7:00 a.m. to 10:00 p.m.

b) **Consistency with Comprehensive Plan:** The requested variance is consistent with the comprehensive plan. The site is part of the Highway 7/County Road 101 village center. The village center concept provides for a vibrant mix of uses that are consistent with the surrounding neighborhood. The outdoor entertainment area contributes to the vibrant mix of uses.

c) **Practical Difficulties:** There are practical difficulties in complying with the ordinance:

1) **Reasonableness and Character of Locality:** The proposed hours are reasonable and would not negatively impact the character of the surrounding area:

   a. In one year of operation, the city has received just one complaint of unreasonably loud or disturbing noises emanating from the outdoor entertainment area. This complaint was received at 8:30 p.m., during the "permitted" hours of 7:00 a.m. to 10:00 p.m.

   b. The proposed hours of operation could result in 13 hours of outdoor activity. This is less than the 15 hours allowed during the "permitted" hours of 7:00 a.m. to 10:00 p.m.

   c. Were the outdoor area used for dining rather than entertainment, the code would not restrict the hours of operation.

d) **Unique Circumstance:** The outdoor area is located over 330 feet from the nearest residential structure. Aside from the linear distance, the area is also separated from residences by:
Resolution No.2014-051

- a public trail;
- Purgatory Creek;
- existing chainlink fence;
- proposed decorative iron fence;
- nearly 100 feet of existing vegetation; and
- landscaping.

The separation from residences is unique; it is not common to all other public gathering places in the community.

Section 4. CITY COUNCIL ACTION.

4.01 Resolution 2012-106 is hereby amended and replaced by this resolution, subject to the following conditions:

1. Site and Attractions
   a) Subject to staff approval, the outdoor entertainment, or outdoor “attractions”, must be developed and maintained in substantial conformance with the following plans, unless modified by the conditions below:
      • Floor plan dated August 23, 2012
      • Exterior elevations plan dated August 23, 2012
   b) The outdoor entertainment, or outdoor “attractions”, may be changed by the owner/operator upon the review and approval of the city council.

2. Noise
   a) Public address systems, speakers, or other audio equipment which is audible anywhere on a residential lot that is within 400 feet is prohibited.
   b) The outdoor entertainment must not create noise that is unreasonably disturbing to a reasonable person of ordinary sensitivity anywhere on a residential lot that is within 400 feet. The distance will be measured from the property lines of the source and receiving properties that are closest to each other. Whether the sound is unreasonably disturbing to a reasonable person will be determined under section 850.005.
c) Outdoor entertainment use is limited to the following hours:

- Sunday through Thursday: 10:00 a.m. to 9:00 p.m.
- Friday: 10:00 a.m. to 11:00 p.m.
- Saturday: 9:00 a.m. to 11:00 p.m.

3. Additional Conditions

a) City staff may conduct an annual review of complaints regarding the outdoor entertainment use. If staff finds that excessive complaints have been received, excessive public safety responses have been made, or that the outdoor entertainment has imposed unreasonable costs to the public in money or time, staff may require that interim use permit be reviewed by city council. Based on its review, the city council may impose additional conditions or revoke part or all of the interim use permit.

b) This interim use permit is valid until such time that redevelopment of the subject property occurs. For purposes of this permit, redevelopment means razing of more than 50 percent of the existing building.

4. Violation of any of the interim use standards outlined in City Code §300.18 Subd.7 or any condition placed upon the interim use permit will result in immediate revocation of the permit.

Adopted by the City Council of the City of Minnetonka, Minnesota, on May 19, 2014.

Terry Schneider

ATTEST:

David E. Maeda, City Clerk
ACTION ON THIS RESOLUTION:

Motion for adoption: Wagner
Seconded by: Wiersum
Voted in favor of: Wiersum, Bergstedt, Wagner, Ellingson, Acomb, Schneider
Voted against:
Abstained:
Absent: Allendorf
Resolution adopted.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the City Council of the City of Minnetonka, Minnesota, at a duly authorized meeting held on May 19, 2014.

David E. Maeda; City Clerk

SEAL
EXHIBIT A

Par 2: That part of the North 1/2 of the Northwest Quarter of the Southwest Quarter of Section 28, Township 117, Range 22, lying West of a line described as follows: Commencing at a point on the North line of said North 1/2 of the Northwest Quarter of the Southwest Quarter, 743 feet East of the Northwest corner thereof; thence running South 12 degrees and 3 minutes East 213 feet; thence South 18 degrees and 40 minutes West 182.7 feet; thence South 35 degrees and 23 minutes West 208.1 feet; thence South 10 degrees and 37 minutes West 107.6 feet to the South line of said North 1/2 of the Northwest Quarter of the Southwest Quarter of said Section 28, except the South 126.00 feet of the West 183.00 feet of the North Half of the Northwest Quarter of the Southwest Quarter of said Section 28.
E. Resolution approving an amendment to the existing interim use permit for The Big Thrill Factory at 17501 State Highway 7

Wiersum asked that the item be pulled from the consent agenda. He questioned if it would make sense to make extending the hours a temporary change to make sure the hours work and complaints aren’t received. He noted changing the CUP required quite a bit of work. If the new hours work and there are no issues the hours could be made permanent next year.

Bergstedt said he shared similar comments with staff earlier in the day. There are residential areas fairly close in proximity. He said he was comfortable having the applicant come back in a year after it was determined no issues arose from the additional hour. An interim use permit provided more flexibility for staff to address issues.

Wagner moved, Wiersum seconded a motion to adopt Resolution No. 2014-051 amending the hours of the outdoor entertainment uses at The Big Thrill Factory. All voted “yes.” Motion carried.
City Council Agenda Item #14B  
Meeting of June 1, 2015

**Brief Description**  
Glen Lake Village Center Study scope of services

**Recommendation**  
Provide comment and feedback

**Background**

Reinforcing the development of village centers in Minnetonka is a key element of the city’s 2030 Comprehensive Plan. As a part of the 2015 HRA levy, the city allocated funds for a village center engagement process for Glen Lake. The city council is asked to review and comment on a proposed scope of services for this process scheduled to begin this summer.

Over the past decade, a significant amount of redevelopment has taken place in Glen Lake to realize the master plan for a number of properties that now include The Glenn, Glenhaven Center, The Exchange and most recently, the approval of One Two One Development on the Kinsel site. In addition, a number of public streetscape and park improvements have complemented the area.

Last summer, the city engaged Glen Lake neighbors in a focused study of the former Kraemer’s hardware store and adjacent properties. The North West Glen Lake study provided a range of options to respond to redevelopment that could occur in that area. This effort was led by the Local Initiatives Support Corporation (LISC). Feedback from participants was very positive. In the fall of 2014, the city facilitated a three meeting scoping process to help shape the Glen Lake village center study; many of those who participated in the North West Glen Lake study attended.

Feedback from those scoping meetings has been incorporated into a scope of services to conduct the village center study (see the attached from Hoisington Koegler Group). Although the focus of the study will be primarily on the south side of Excelsior, past studies and the Glen Lake Activity Center study will also be discussed. The scope of services incorporates a high level of community engagement and incorporation of a neighborhood work group of key stakeholders to guide and inform efforts. Staff is suggesting that the work group be participants from the fall meetings. The project would begin in June with a number of early engagement meetings. These meetings see the incorporation of a number of new communication tools such as Minnetonka Matters and videos. The project will continue through the summer, wrapping up in September with a final report to guide efforts.

Included is a scope of services for the council to review and provide comment. Any thoughts or suggestions on specific items to explore or address are welcomed.

**Recommendation**

Review the scope of services and provide comment and feedback.
Through:
   Geralyn Barone, City Manager
   Julie Wischnack, AICP, Community Development Director

Originated by:
   Loren Gordon, AICP, City Planner
**Glen Lake Village Neighborhood Vision and Strategic Framework Work Program**

**ESTABLISH BASE INFORMATION (June)**

**Task 1 Organize the Effort**

1.1 Conduct a kick-off meeting with City staff to generally discuss the project, to confirm the boundaries of the study area and to confirm project goals, the community engagement strategy and the project schedule.

1.2 Review past planning documents, background information and relevant studies.

1.3 Assemble required base map information from City sources.

1.4 Conduct a project kick-off meeting with the Neighborhood Work Group. This task will be completed by City staff.

1.5 Conduct neighborhood kick-off meeting (1) to provide a summary of activities to date, purpose of current study, goals, and schedule. This task will be completed by City staff.

**Task 1 Deliverables:**
- Summary of kick-off meeting (Task 1.1)
- Base mapping and project area photo inventory
- Materials for use by City staff in expanding community outreach through the use of Minnetonka Matters and video clips on the city YouTube channel.

**EXPLORATION (June – July)**

**Task 2 Explore Elements of a Common Vision**

2.1 Meet with City staff to review the format and materials for the neighborhood vision workshops.

2.2 Conduct neighborhood vision workshops (2) to use interactive approaches involving block exercises or live Sketch-up to explore big picture options for future development and change, primarily focused on properties south of Excelsior Boulevard. Topics to be addressed will include but not be limited to development (type and mass), connectivity, parks and open space, community facilities and streetscape/public realm improvements.

2.3 Meet with City staff to review the outcomes of the vison workshops.

2.4 Create a menu of options for Glen Lake to translate ideas expressed by the neighborhood into options for additional consideration. Text and graphics will be used to clearly illustrate ideas voiced at the vision workshops by the neighborhood.
2.5 Meet with the neighborhood to present and receive feedback on the options.

2.6 Meet with Neighborhood Work Group to review the options, input from the community and identify preferred general directions

**Task 2 Deliverables:**
- Summary of vision workshops - text and graphics
- Prepare drawings and illustrations that present the menu of options resulting from the vision workshops representing development (type and mass), connectivity, parks and open space, community facilities and streetscape/public realm improvements
- Summary of neighborhood workshops. This deliverable to be prepared by City staff.
- Summary of Neighborhood Work Group meeting. This deliverable to be prepared by City staff.
- Materials for use by City staff in expanding community outreach through the use of Minnetonka Matters and video clips on the city YouTube channel.

**Task 3 Explore Development and Redevelopment Alternatives and Connections, Recreational and Open Space Opportunities and Community Facilities (in concert with HGA Facilities Study)**

3.1 Assemble development and redevelopment concepts based on workshop outcomes and specific menu choices.

3.2 Assemble concepts depicting connections, recreation and open space, and community facilities based on workshop outcomes and specific menu choices.

3.3 Meet with City staff to review information prepared in tasks 3.1 and 3.2.

3.4 Meet with Neighborhood Work Group to review and receive input on the concepts prepared in tasks 3.1 and 3.2.

3.5 Meet with the neighborhood to review work to date and the direction provided by the Neighborhood Work Group.

3.6 Meet with City staff to review the outcomes of the Neighborhood Work Group and neighborhood meetings and to discuss materials needed for the Planning Commission and City Council meetings.

3.7 Prepare meeting materials.

3.8 Meet with the Planning Commission and City Council in a combined work session to review progress and provide direction.

**Task 3 Deliverables:**
- Concepts depicting development and redevelopment, connections, recreation and open space, and community facilities.
- Summary of the neighborhood meeting. This deliverable to be prepared by City staff.
CREATE STRATEGIC FRAMEWORK FOR THE FUTURE (August - September)

**Task 4 Assemble Framework Elements**

4.1 Prepare a detailed future land use plan of the area consistent with the format of the adopted 2030 Comprehensive Plan.

4.2 Prepare concepts for public realm improvements based on ideas expressed by the neighborhood at the vision workshops. Concepts will address suggested streetscape improvements and other placemaking enhancements. Future projects will be identified along with order of magnitude costs and suggested phasing. HKGi will work with the City Engineer to suggest sustainable solutions for stormwater.

4.3 For each site that may be the subject of future development and/or redevelopment (up to 4 sites), prepare implementation principles to guide future change. Principles will address land use, site amenities (parks, trails, sidewalks, etc.), landscaping and sustainable storm water treatment.

4.4 Meet with City staff to review the information prepared under tasks 4.1 through 4.3.

4.5 Meet with Neighborhood Work Group to review and receive input on framework elements

**Task 4 Deliverables:**

- Land use plan
- Public realm improvement concepts
- Implementation principles.
- Summary of the Neighborhood Work Group meeting. This deliverable to be prepared by City staff.
- Materials for use by City staff in expanding community outreach through the use of Minnetonka Matters and video clips on the city YouTube channel.

**Task 5 Compile Framework Document**

5.1 Prepare the draft Neighborhood Vision and Strategic Framework document summarizing activities and outcomes of Tasks 1 through 4.

5.2 Meet with City staff to review the draft document.

5.3 Prepare updated draft document reflecting suggested edits and additions.
5.4 Meet with Neighborhood Work Group to present the draft document.

5.5 Conduct a neighborhood meeting to present the draft document.

5.6 Meet with the Planning Commission.

5.7 Meet with the City Council for final approval.

5.8 Prepare final Neighborhood Vision and Strategic Framework document.

**Task 5 Deliverables:**
- Draft and final versions (digital format) of the Glen Lake Village Neighborhood Vision and Strategic Framework.
- Summary of the Neighborhood Work Group meeting. This deliverable to be prepared by City staff.
- Summary of the neighborhood meeting. This deliverable to be prepared by City staff.
- Materials for use by City staff in expanding community access to the Framework Document through the use of Minnetonka Matters and video clips on the city YouTube channel.

**Summary of HKGi project meetings:**
- Staff 7
- Neighborhood Work Group 4
- Neighborhood - 5
- Planning Commission/City Council 1
- Planning Commission 1
- City Council - 1