



Meeting Date: November 19, 2009
Item No. 7d

TO: Economic Development Authority Board
FROM: Jody Gunderson, Economic Development Director
RE: Discussion of Master Plan Steering Committee meeting 11-12-09
ATTACHMENTS:

Background

The EDA and Business Park Master Plan Steering and Technical Committee held a joint meeting on November 12, 2009. The following day City Staff met with, Hoisington Koegler and Design Work Shop consultants, representatives of the Sorem family, Mr. and Mrs. Lysne, Mr. Fink, and representatives of Land Vista to review the presentation that had been given the previous night. This item was placed on the agenda to elicit comments from Board members regarding the joint meeting and remind members of the Master Plan Design Charrette scheduled for December 1 and 2.



NORTHFIELD 3RD BUSINESS & INDUSTRIAL PARK PROJECT DOCUMENT INVENTORY



At the November 12, 2009, joint meeting of the EDA and the Business Park Master Planning Committee, consultants of Hoisington Koegler discussed common themes they had uncovered upon completing their review of documents and plans approved by Northfield's elected officials. Among those themes that were most prevalent throughout the City's planning documents were:

COMMON THEMES

1. Promote economic development by supporting existing businesses, retaining and attracting talent, aggressive business recruitment and by increasing the availability of commercial and industrial land.
2. Promoting expansion of new commercial and industrial sites should not detract from the vitality of downtown Northfield.
3. Future development should be considerate of elements that have historically defined Northfield's small town character, agricultural heritage, local architecture, and traditional development patterns.
4. Engage St. Olaf and Carleton Colleges better by attracting and retaining alumni and recent grads with jobs in Northfield and finding industries that align with the colleges.
5. Protect and preserve significant natural resources and environmentally significant areas, particularly along the Spring Brook and Heath Creek waterways.
6. Promote sustainable development practices – conserve energy, reduce waste, reduce reliance on the automobile, promote healthier lifestyles and encourage green building techniques.
7. Improve the entry points (gateways) into the community, particularly along Highway 19, by creating architectural and site design standards.
8. Provide diverse and affordable housing choices for those who choose to live and work in the community.
9. Target the retention and recruitment of those industries that have the highest potential for success in Northfield:
 - Logistics
 - Specialty Manufacturing
 - Healthcare and Medical
 - Professional and Technical Services
 - Information Technology
10. Work with stakeholders to ensure that any new industrial park be powered by renewable energy, be developed using best environmental practices, and attract "green" businesses of many types.
11. The greenway corridor is one of the most important aspects of the park system. Maximizing access to the greenway is especially important.
12. Minimize vehicle traffic by providing a mixture of land uses, pedestrian-oriented development, compact community form, safe and effective multi-modal circulation systems and adequate on and off-street parking facilities.

Source: 2009 Northfield Land Development Code (DRAFT), 2008 Parks, Open Space, and Trail System Plan, 2008 Northfield MN Energy Task Force Recommendations, 2008 Comprehensive Plan, 2007 St. Olaf Non-Core Lands Study, 2006 Comprehensive Economic Development Plan, 2005 Natural Resources Inventory, 2002 Northwest Neighborhood Transportation Task Force Recommendations, Northfield Business Park - Infrastructure Inventory/Analysis



MASTER PLAN STEERING COMMITTEE SCHEDULED MEETINGS

Meetings and Events

November 12, 2009

6:00 PM to 8:00 PM

City Hall Council Chambers

Joint Meeting of the EDA Board and Master Plan Steering Committee

Design Workshop will update group on the progress of the market analysis, site analysis, and project inventory.

Design Workshop

*120 Main Street
Aspen, Colorado 81611*

Design Workshop's range of services is comprehensive, embracing all of the key disciplines necessary for our planning and design assignments. The firm also offers capabilities in areas of specialization that provide expanded ease and value for our clientele. Landscape Architecture, Land Planning, Urban Design, Planning Management, Strategic Services, Development Strategies, Graphic Communication and Design, Golf Course Design, and LEED Compliance.

| November | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

Joint EDA and Steering Committee Meeting

December 1 & 2, 2009

Design Charrette

Community Resource Bank, 1605 Heritage Drive

December 17, 2009

6:00 PM to 8:00 PM

City Hall Council Chambers

Meeting of the Master Plan Steering Committee

| December | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

Design Charrette
 Master Plan Steering Committee Meeting



MASTER PLAN STEERING COMMITTEE SCHEDULED MEETINGS

NORTHFIELD 3RD BUSINESS AND INDUSTRIAL PARK VISIONING CHARRETTE

The intent of the Northfield 3rd Business and Industrial Park Visioning Charrette is to explore context and site issues, opportunities, desired outcomes and potential solutions and strategies for future business and industrial park development on each project site.

What is a Charrette?

A charrette is an intense, on-site, collaborative work session between the client and the project team, usually done in a very short period of time. The charrette workshop accelerates the planning process by creating an interactive environment with all major participants working together without the normal interruptions that delay communications. It provides an opportunity to achieve consensus on the worthiest approaches to the project.

PURPOSE OF THE CHARRETTE

The Northfield 3rd Business and Industrial Park charrette will be a collaborative planning process that harnesses the talents and energies of the planning/design team along with members from the EDA, Steering Committee, stakeholders and the community to create preliminary master plan concepts.

The charrette workshop will occur early in the planning process and achieve the following:

- Kick start the creative planning process
- Explore and discuss potential master plan alternatives for the business park site(s)
- Capitalize on the history and knowledge of key stakeholders and members of the community
- Build consensus for preliminary master plan concepts
- Develop preliminary concept drawings, sketch plans, diagrams, design principles and strategies

CHARRETTE PLANNING ISSUES

The charrette will provide the opportunity to address several important planning issues that will be incorporated into various concept plan alternatives. A preliminary list of the planning issues that may be addressed includes the following:

- Design Principles
- Character and theme ideas
- Mix of land uses
- Adjacent land use transitions and relationships
- Pattern, scale and density of buildings
- Vehicular access and circulation
- Pedestrian circulation
- Bikeway access and connectivity
- Open space concepts
- Parking concepts
- Service and loading needs
- Planting concepts
- Grading and drainage concepts
- Stormwater management strategies
- Sustainability initiatives



**MASTER PLAN STEERING COMMITTEE
SCHEDULED MEETINGS**

CHARRETTE DATES

December 1 & 2, 2009

LOCATION

Community Resource Bank
1605 Heritage Drive
Northfield, MN 55057

CHARRETTE PROCESS

HKGi Consultant Team

| Hoisington Koepler Group Inc. |
|----------------------------------------------------------------|
| MARK KOEGLER ASLA Role: Principal in Charge |
| JEFF McMENIMEN Role: Project Manager |
| BRYAN HARJES ASSOC. RLA Role: Landscape Architect |
| RITA TRAPP AICP, LEED AP Role: Planner |
| ANNA CLAUSSEN RLA Role: Landscape Architect |

| Design Workshop |
|--------------------------------------------------------|
| KURT CULBERTSON FASLA, AICP Role: Planner |
| ANNA GAGNE AICP Role: Planner |
| ELIOT L. HOYT Role: Market Analyst |
| ProLogis |
| MICHAEL RUSSELL Role: Development Consultant |

| Northland Securities |
|-----------------------------------------------------|
| RUSTY FIFIELD Role: Public Finance |
| EcoDeep |
| KEVIN FLYNN Role: Architect |
| MSA Professional Services |
| JOE SAMUELS, LEED AP Role: Civil Engineer |

Tuesday, December 1

- 8:00AM – 9:00AM** Windshield tour of project sites
 - HKGi Consultant Team, City staff, and Property Owners
- 9:00AM – 10:30AM** Discuss program, planning issues, themes w/HKGi consultant team
 - Steering Committee, EDA, City staff, and Property Owners
- 10:30AM – 4:00PM** Work Time for HKGi Consultant Team
- 4:00PM – 6:00PM** Pin Up Session
 - Steering Committee, EDA, Property Owners, and Public Invited

Wednesday, December 2

- 8:00AM – 9:00AM** Coffee with the consultant team -- discuss public comments, issues, themes
 - Steering Committee, EDA, and City staff
- 9:00AM – 4:00PM** Work time for HKGi Consultant Team
- 4:00PM – 6:00PM** Pin Up Session – Public Invited