Lake Street Station rendering by Julie Snow Architects

Guidelines for Transit Oriented Development at the Hi Lake Center

Hiawatha-Lake Advisory Committee report

July 20, 2001

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I. Vision for the Area

"The vision is of an urban community working to transform itself into a sustainable community that can survive to meet the needs of seven generations hence. Surviving and thriving with future development of the area must be guided by a willingness to be open to all opportunities, while ensuring that no strain is placed on the resources and dignity of people living in the area today".

This vision focuses on three principal values: community involvement, quantifiable environmental objectives and economic vitality for all. This philosophy will shape the future of the area and create a sustainable community. More details on the origin and substance of these ideas can be found in the Appendix. (See Hannover Principles.) The core values shaping the community's vision for the area are briefly described below:

Community involvement

The guidelines for the Hi Lake Site emerged from community review to evaluate the possibility of change for the Hi Lake site. The community voice, including five neighborhoods as well as local businesses and institutions, should continue as a participant in the development process. A proposal to work as a Project Review Committee reporting to the City Council is recommended and explained in further detail in the appendix.

Quantifiable environmental objectives

This includes specific environmental standards for design of the site and buildings, construction methods and ongoing maintenance and facilities management decisions for new development on the site. Additional details can be found in the appendix to this document, under "Sustainability Practices in Design, Construction and Maintenance/ Facilities Management."

Economic Vitality

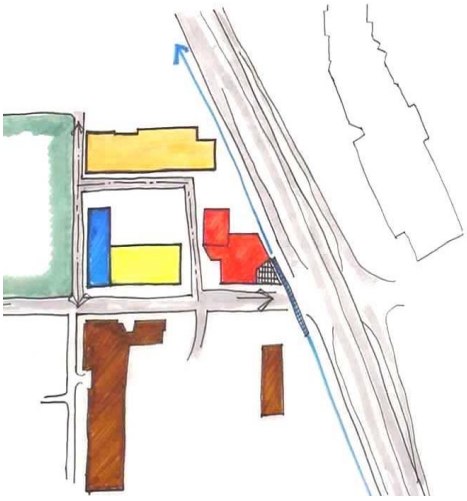
Evaluation of future development proposals should meet a critical test relative to the surrounding neighborhoods needs. Housing, retail and commercial uses must meet neighborhood needs, in terms of the types of services or uses or the market profile of new housing to be located on the site.

This emphasizes mixed-use zoning, pedestrian-, bicycle- and transit-friendly streets, renewable energy sources, and urban greenery.

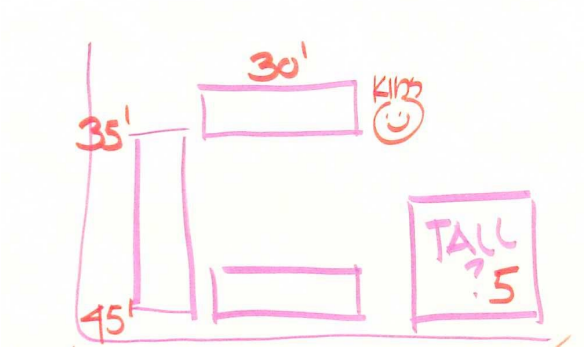
A. Housing

1. Provide a mix of affordable and market rate housing types.
2. At a minimum, follow the City's policy of pricing 80% of the units at market rate cost and 20% of the units affordable to 50% of metro median income levels.
3. Include a mix of unit size and types, including live-work spaces, townhouses, 1BR, 2BR and 3BR apartments, which are needed and should be spread across the whole site.
4. Locate housing-only development facing 29th Street.
5. Build mixed use buildings, housing over (on top of) retail spaces, or live-work units facing Lake Street and 21st Avenue, and next to the LRT station west of Hiawatha.
6. Housing should be built at a range of heights, with a maximum of 5 stories at the station (60 feet), 2-1/2 stories along 29th Street, 3 stories along 21st Ave, and 4 stories on Lake Street.

Housing Phase 1



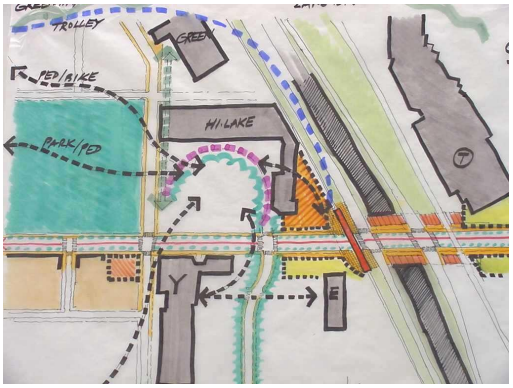
Housing Phase 2



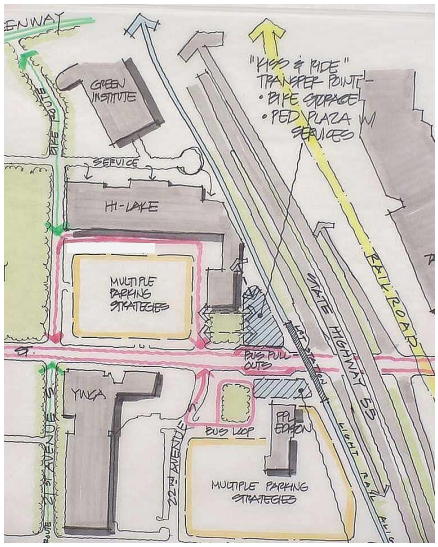
Building Heights

B. Connections/Transportation

1. Create safe, pedestrian oriented paths from the neighborhood to the site.
2. Provide a gathering place, indoor and/or outdoor space for people to meet and greet. Provide play space on site for resident children.
3. Ensure a multimodal, seamless transportation hub between LRT and buses with drop-off places as close to the station as possible.
4. Make sure the bus connection on Lake Street is adjacent to the station, incorporated with buildings and sheltered waiting areas. It should not be a place for concrete and bus idling fumes. Do not circulate buses on the Hi Lake site.
5. Create a 'transit transfer zone' at the street-level corner of Lake and 22nd Ave. - with room for more than one bus to drop off on Lake Street, taxi pickup and drop off, etc.
6. Consider idea of raising up the level of the pedestrian crossing of 22nd Ave on the north side of Lake Street and making it a "table", next to proposed 'transit transfer zone'.
7. Create multi-level connections from station to adjacent building along north side of Lake Street, at street and skyway level.
8. Accommodate 29th Street rail trolley service with an effective, efficient and direct connection to Hi Lake and the LRT station.
9. Development (retail commercial or residential) planned for the site will likely increase parking needs. Make sure additional parking is provided underground. Some surface parking is appropriate, in order to provide customer access and loading of larger items.
10. Provide additional storage for bikes and lockers to the station site. This will be a bike hub for many riders with the Greenway, and north-south traffic from neighborhoods to the Greenway trail.



Site Connections



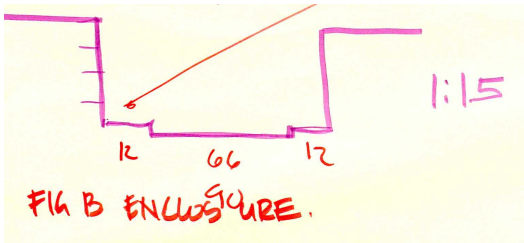
Multimodal Transportation

Transit Transfer Zone Concept

C. Retail/Commercial

1. Preserve current retail and commercial uses that meet neighborhood needs. Subsidies to bridge the gap between current lease rates and estimated future lease rates should be made available to accomplish this goal.
2. Attract more and diverse retail choices to the site. Blend retail that serves current neighborhood needs with retail that will benefit from new LRT service and additional housing for the site and the general area.
3. Encourage local ownership in future business recruitment.
4. Address ways in which development on the site can contribute to capacity building and economic self-sufficiency through community-based economic development, businesses which are owned and operated by residents and community partners.
5. Capitalize on the unique features of the site, create a mix of retail/commercial, office, and residential facilities to serve the local community and the city.
6. Developers and business owners will be encouraged to voluntarily work with appropriate agencies and neighborhood groups to identify development employment opportunities; match them with neighborhood and city residents; and give hiring preference to qualified neighborhood and city residents.

Retail and Commercial: New Development (Phase 2)



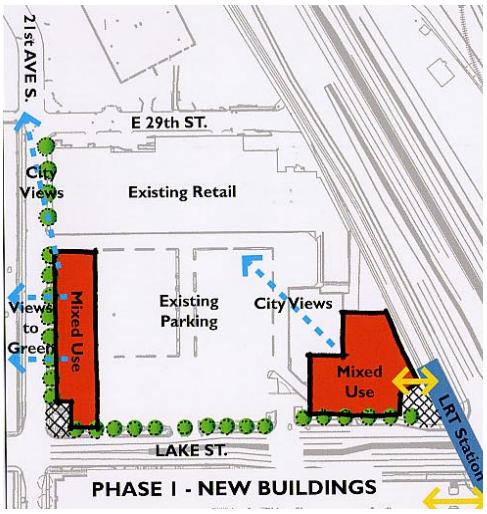
Scale and Building Heights

D. Jobs

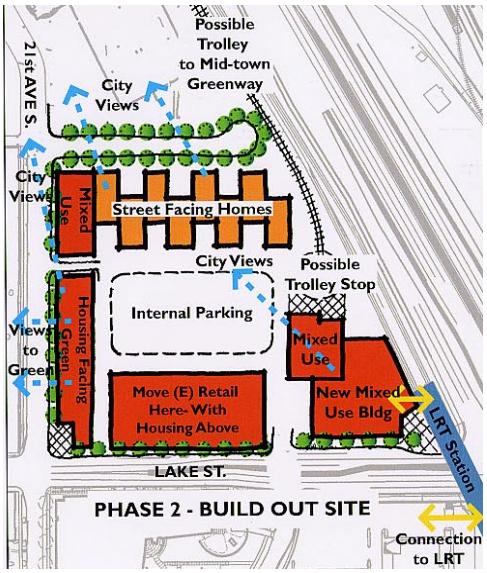
1. Promote local hiring for construction related jobs.
2. Encourage job training type services, including youth and vocational opportunities.

E. Implementation and Phasing

1. Phase development, by developing around the older buildings.
2. Mitigate effects of phased construction, such as but not limited to visibility and accessibility, to ensure present businesses can continue to operate while phased development is occurring.
3. Work with a Project Review Committee consisting of representatives from neighborhood organizations and business and other property owners to continue participation in the planning and development process.



Phase 1 Concept



Phase 2 Concept

II. Specific Design Standards

Background

These design standards were crafted in response to concepts that Advisory Committee members identified in charettes and other discussions about future planning on the Hi Lake site. They describe preferred choices, illustrative models and design palettes of building massing, design and materials selection for all types of residential and commercial development. The standards were also developed in response to the question of how streetscape design and open space should interact with new development.

Use and Application of Design Standards

The standards are advisory and suggest the preferred approach for new development at the Hi Lake site. Given their role in the publicly sponsored community planning process, they are highly recommended suggestions that should be considered in any approach to design on the site. Regulations and requirements that must be met in order to proceed with any change on the site are described in the Zoning Code. While many of the ideas described in this document are reflected in the existing zoning regulations, it is important to note that the design standards do not supercede the zoning regulations.

Authors

The design standards were prepared by Calthorpe Associates of Berkeley, CA in consultation with members of the Hi Lake Advisory Committee, as the direct result of a public charette held on January 26th-27th, 2001.

What is Transit-Oriented Development?

The premise for transit-oriented development (TODs) is simple: if we concentrate jobs and housing near transit and conveniences, people will use their cars less, and will walk and ride transit more. As an idea, transit-oriented development embraces a wide spectrum of possibilities -- from reinforcing established urban neighborhoods to creating compact, mixed-use districts in suburban settings.

Whatever the setting, transit-oriented development must subscribe to the "3 D's" to succeed: density, diversity and design.

Density. Higher density not only boosts transit ridership and reduces public subsidies, it is also critical for supporting neighborhood conveniences that you can walk to. Many households and employers will trade off large yards or campuses for the chance to walk to local parks, retail and restaurants.

Diversity. About three-quarters of all daily household trips are not commute-related, and yet so many of our communities segregate complementary land uses. Transit-oriented development places retail, entertainment, recreation, and civic destinations within walking distance of homes and jobs.

Design. It's not enough to place transit and conveniences near homes and jobs, if you can't or don't want to walk there. Pedestrian routes to local destinations must be reasonably direct and feel safe and attractive. Transit stations bound by freeways or parking lots present obvious obstacles. Barren streetscapes can also deter walking by feeling unsafe and uninviting. To succeed, streets must be framed by building entries, windows, and street trees -- not blank walls and parking lots.

The Facts

The truth is, however, that there is a growing body of research that corroborates the claims of TOD advocates. Numerous studies have shown that population density is an important predictor of travel choice, but that complementary land uses and pedestrian-friendly designs are pivotal for inducing transit use and reducing reliance on the car. Research indicates that transit-oriented development results appears to reduce auto use from 10 to 25 percent, or more.

Density. Density appears to be a powerful determinant of transit use. An extensive 1995 study of 19 light rail lines in 11 U.S. cities showed that transit boardings increased 6 percent for every 10 percent in increased density (Pushkarev & Zupan), with a corresponding decrease in auto use.

Diversity. Associating retail conveniences within neighborhoods and with transit also makes a difference. A study by Cervero and Kockelman evidenced that walking distance to retail conveniences encourages walking and transit dramatically -- nearly three-quarters higher than neighborhoods where such conveniences are not present.

Design. Finally, the pedestrian environment plays a vital role. Alternatives to drive-alone auto use depend on creating comfortable pedestrian environments at the origin and destination of each trip. Despite similar land uses characteristics, pedestrian activity was three times more likely with an interconnected pattern of local street, as compared with a hierarchical arterial road and cul-de-sac networks that makes walking less convenient (Moudon et al, 1996).

TODs as a Strategy for Sustainablity

TODs not only promote alternatives to auto use, but they are also a formula to provide livable and affordable communities. The densities and diversity called for within TODs stress a variety of housing types, targeted at a wide spectrum of households. TODs also reduce auto-related expenses, often eliminating the need to own additional cars. One west coast study has shown that per capita auto-use and auto-related expenses in transit-oriented neighborhoods were two-third of those in lower-density single-use neighborhoods (John Holzclaw, 1994).

TODs also help create a favorable environment for business and the economy. The Bank of America summed it up clearly in "Beyond Sprawl: New Patterns of Growth to Fit the New California."

"By attracting and focusing new development, by providing needed capacity in congested corridors, by enhancing property values, rents and occupancy rates, and by providing access to labor markets for both central city and suburban employers, the leverage of transit (and TODs) results in a several-fold return on the public's investment."

Businesses are choosing to locate in areas where their goods and workforce are free from gridlock, and where employees have access to livable neighborhoods and affordable housing. A survey of 59 employment centers found that nearby retail services correlated with high rates of mid-day travel on foot and to low rates of drive-alone commuting (Cervero, 1989). The Silicon Valley Manufacturers Association are vocal advocates of TODs because it sees them as vital to the region's continued economic health.

TODs can be an important ingredient for urban revitalization. This is especially evident in downtowns that have paired transit with fresh urban design and policy initiatives. San Diego, Denver, and Portland, Oregon, provide examples of downtowns where transit has made a difference. Transit places these downtown districts at the hub of a region's transportation system and cuts the enormous cost of building more parking. Transit service can be crucial for generating developer interest in a downtown.

Building for transit users -- be they bus or rail riders -- also has distinct benefits to working people, especially urban dwellers. Transit can pay dividends to city dwellers and the urban economy, when complemented by transit-supportive uses. A detailed survey of transit riders in Bloomington, Indiana, found that 37 percent of those traveling to work by bus would not be able to keep their jobs if transit service was lost (Camph, 1997).

Older suburban downtowns have benefited from transit as well. Many planners view transit service as the primary impetus behind the revitalization of downtown La Mesa and Hayward, California, communities that have attracted new retail and housing investment. Subsequently, transit ridership doubled among residents and employees who took substantially fewer automobile trips. New evidence also suggests that transit service significantly increases housing and commercial property values while proximity to freeways reduces home prices.

Design Matters

Generally, transit and zoning are not sufficient to spur revitalization by themselves. Strong leadership, coordinating plans, and implementation strategies are essential. Governments are critical for assembling land, so new investment can take place. Streetscapes and other infrastructure improvements also demonstrate the public's commitment to a struggling area. Local governments can play a vital role in encouraging land efficient solutions to parking, such as joint use among multiple users, on private lots or public parking garages.

Because TODs are compact, they also reduce infrastructure costs, and its resultant burden on developers and taxpayers. On a per unit basis, the infrastructure costs associated with TODs can be less than half of that associated with conventional suburban subdivisions.

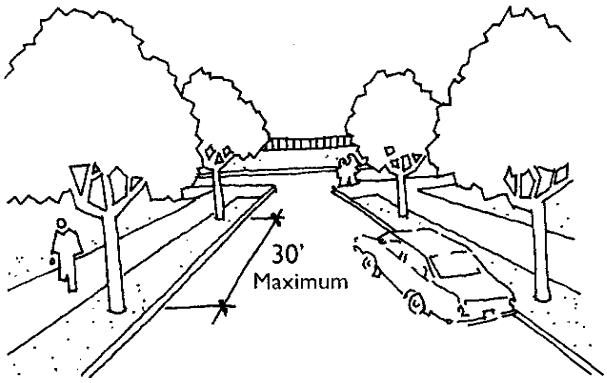
But the most significant contribution of TODs may be in encouraging highly livable communities. Beyond the convenience and social equity embodied in a TODs diverse uses, there are qualities that are inherently humanistic. By definition, TODs emphasize the natural range of a person on foot. Through street-oriented architecture and the mitigation of parking lots, TODs also stress the creation of safe and inviting public spaces, whether it is a neighborhood street or park. Said one suburban homeowner who's house hid behind its garage, "the idea behind TODs really began to make sense to me when I realized that I only knew my neighbor was home when I could smell his barbecue."

Street Guidelines

Street Landscaping

Street Trees. Streets should be landscaped with a palette of trees and groundscaping keyed to the types of streets, such as major shopping streets, through-streets, and residential streets, to help establish the hierarchy of streets. Street trees should be planted on both sides of streets and spaced no more than 30 feet apart.

Tree Grates. Tree grates should occur along sidewalks and in plazas where a continuous walking surface is needed. A distinctive shape that combines a circle and square should be used, where possible, with the square end adjacent to paving edges or curbs. Narrow openings should radiate from the center. Tree openings should be expandable. Grate sizes should be a minimum of 4 feet in diameter. Grates should be painted with multiple coats of low-luster enamel.

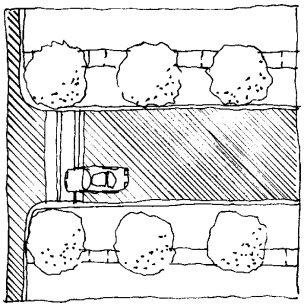


Street Trees. *Regularly-spaced street trees create shade in the summer and help define the street as an "outdoor room." Street trees also visually narrow the street, helping to slow automobile traffic.*

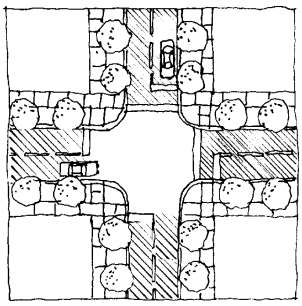
Plant Materials. In commercial areas, sidewalks are likely to be all hardscape, with generous tree grates around street trees. On residential streets, a common palette of groundscaping such as turf and low plants is recommended for the sidewalk area between paving and roadway. A judicious selection of plants includes consideration of site-specific conditions such as shade, wind, moisture, and soils. Sidewalks and planting areas should provide adequate width for storage of snow from plows, while still allowing a plowed walkway.

Traffic Calming

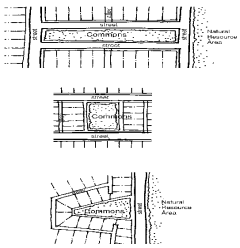
Traffic calming techniques may be used at intersections, in combination with the required street section designs, to slow down traffic and make street crossings safer for pedestrians in the Town Center. Raised or textured crosswalks or intersections force cars to slow down. "Knockdowns" or "bulbouts" narrow the effective crossing distance for pedestrians at crosswalks while still permitting on-street parking along the majority of the block.



Textured Crosswalk Paving



Raised/Textured Intersections



Knockdown or Bulbouts

Traffic Calming Measures*. A combination of techniques may be used in areas of heavy pedestrian or bicyclist traffic to effectively "tame" traffic. Drainage, snow removal, and storage shall be considered in the design and maintenance of these features.*

Street Furnishings

Tree Guards. Tree guards should extend vertically from tree gates to protect trees in highly active areas. Tree guard bars should be narrow and vertical, and attached to the tree grate. Welds should not be visible. Guards should be painted with multiple coats of low-luster, black enamel for durability. Tree guards should be about four feet in height with openings varying in diameter according to tree species.

Kiosks. Kiosks serve as information booths and/or shelter for small vendors. .

Newspaper Racks. Newspaper racks should occur around major pedestrian gathering areas. The design should consolidate all vending boxes into one rack. Rack construction should use masonry elements or metal that compliments other site furnishings in the area, or the architecture of adjacent buildings. The rack should be attractive on all sides and properly anchored.

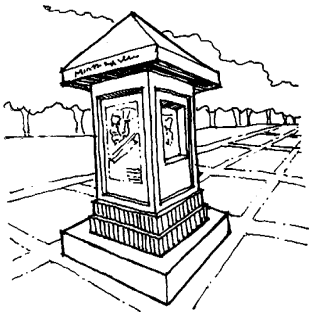
Bicycle Racks. Bicycle racks should be selected that are durable and visually subdued. Based on their performance, "loop racks" and "ribbon bars" are recommended, and should be sized according to parking requirements.

Trash Receptacles. Trash receptacles should be provided. Receptacles should have vertical metal bars and be painted black to match other recommended features. To avoid overflow, receptacles should be sized to be at least a 30 gallon capacity, especially in commercial areas, and should be properly anchored. Multiple coats of a powder-coating or comparable finish is recommended for durability.

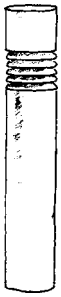
Planters. Planters should be simple in form. Round and square types are recommended. Material should consist of cast stone or precast concrete. Planters should be at least three feet in diameter. Where planters are called for, group various sizes in clusters to enrich streetscapes and plazas.

Bollards. Pedestrian plazas should be designed with the consistent use of pavers and without curbing. Bollards should be placed to restrict vehicle access at the perimeter of plazas, where pedestrians and vehicles cross paths. Collapsible bollards should be used where service vehicles or emergency vehicles may need to pass. Design of bollards should have a classic style, and consist of iron or aluminum to be painted with multiple coats of low-luster black enamel. Bollards may be fitted with lighting for dramatic or intimate settings. Bollards should be at least 29 inches in height.

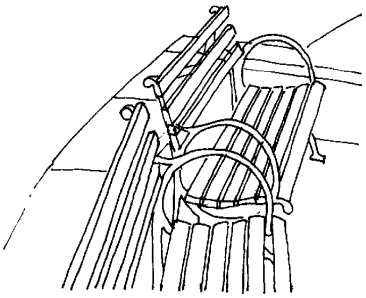
Seating. Low walls should be integrated into the design of parks and plazas for seating. Wooden benches are appropriate within parks and plazas in intimate settings or where flexibility in the location of seating is desired. Wood benches should use smoothly finished, exterior-grade members. Wood members should be supported by cast iron or aluminum ends with a low-luster black enamel finish. Benches should range from four to eight feet long. Intermediate arms are recommended for longer benches.



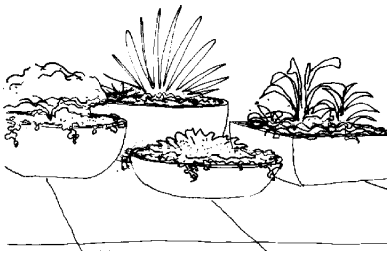
Kiosk.



Bollard Light.

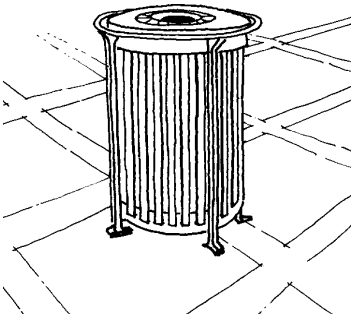


Benches.

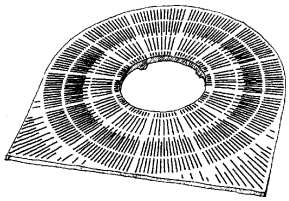


Planters.

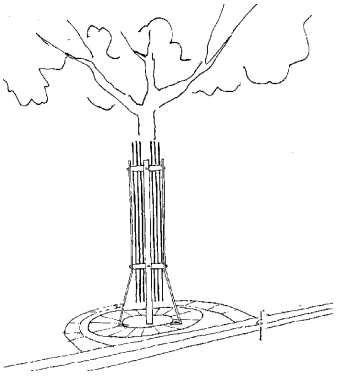
Bollard.



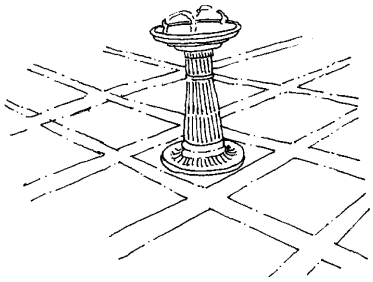
Trash Receptacle.



Tree Grate.



Tree Guard.



Water Fountain.

Street Furnishings. *A unified collection of street furnishings such as these will help tie together the different neighborhoods around the Hiawatha-Lake station. Identical furnishings should also be used on private plazas, parks, and commons. Acceptable materials and finishes include wood, black enamel-painted iron, limestone, and brick.*

Light Standards

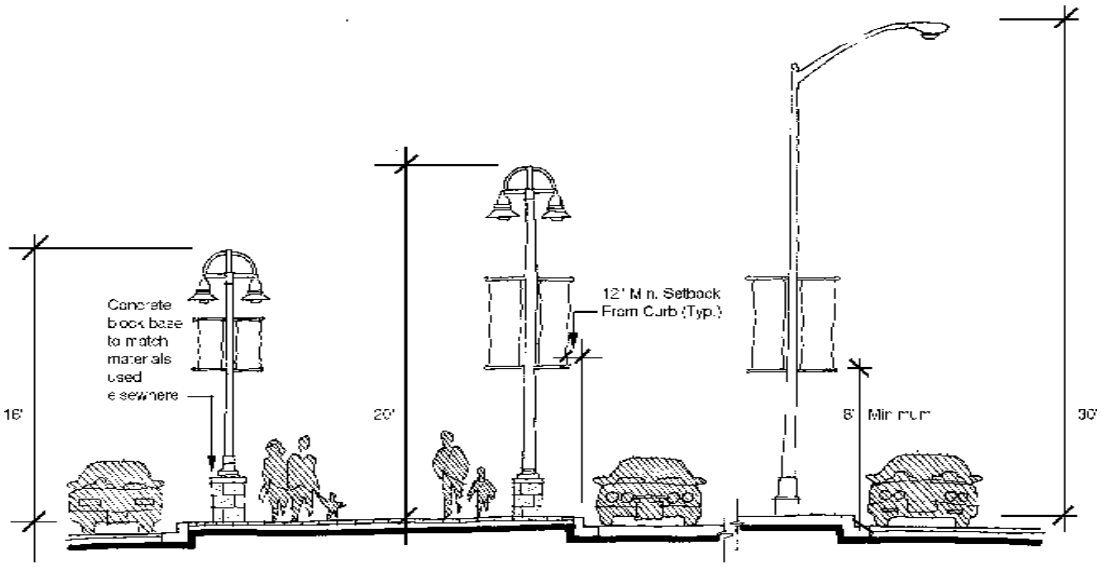
Streets must be lit with light standards (fixtures and poles) with a consistent and high quality appearance. To the extent feasible, pairs of light standards should be placed symmetrically along opposite sides of the street.

The height of light standards should correspond to the activities they illuminate:

Along Pedestrian-Oriented Streets. Light standards in environments where pedestrians are the primary focus (such as shopping and residential streets) should be lower in height to create an environment that is more human in scale.

Along Primarily Automobile-Oriented Streets. Light standards along major streets must relate to both vehicles and pedestrians at the edge of street, but may be taller in street medians.

Maximum lamp heights and corresponding locations are shown in the diagram.



Along pedestrian-oriented streets in mixed-use areas. *Along other streets.* *In Parking Lots and along major automobile-oriented streets.*

Lighting. *Lighting of streets and parking lots shall correspond with the scale and pedestrian-oriented nature of the area.*

Ecological Site Planning Guidelines

Design for Energy Conservation

The effects of the Minnesota climate can be mitigated through intelligent building design, configuration, and landscape treatments. The following approach will also foster a regional "sense of place."

Daylighting.

Daylighting techniques minimize the need for electric lighting and can reduce peak-hour energy consumption by as much as 20 percent. While windows are the most common form of daylighting, light from windows rarely penetrates more than about 20 feet. Additional daylighting can be obtained with clerestories, lightshelves, and skylights.

Ventilation and Thermal Mass.

To lessen dependence on air conditioning, natural cross ventilation shall be maximized. Operable windows, transoms, doors, and vents shall be located to facilitate airflow across a space. These openings are especially useful on sides facing toward and opposite prevailing winds.

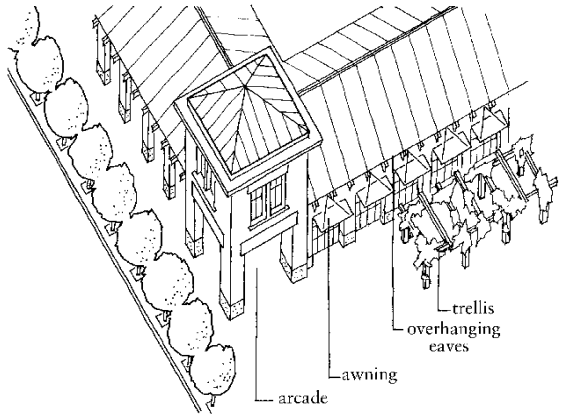
Passive Heating and Cooling.

Site and building design shall consider passive heating and cooling strategies such as deciduous tree plantings that provide shade in the summer and sun in the winter. Heat-retaining thermal mass (such as concrete or brick) designed into building walls or columns absorbs heat during the day and radiates heat at night.

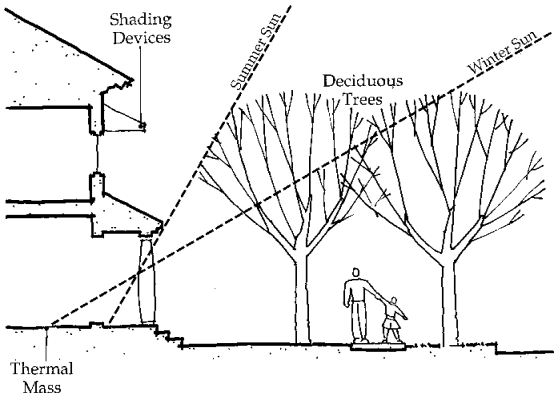
Building design that shades openings reduces direct heat gain during the day. Shading elements can also add dimensionality to building facades. Eaves or awnings can be sized to shade windows in the summer but admit sun in the winter when the sun is lower in the sky.

Pedestrian Shelter.

Building exteriors shall provide pedestrians shelter from the sun, rain, and snow. Awnings, entry porticos, arcades, and overhanging eaves are particularly appropriate at pedestrian pathways. Garden structures such as trellises and arbors (with or without vines) shall be used to shade pedestrian routes and seating areas.



Climatic Response. *Building design should incorporate elements to provide shelter for pedestrians and shade from excessive summer sun indoors.*



Energy Conservation and Solar Response. *Building siting and design shall restrict heat gain from the high summer sun through awnings, porches, and trellises, while allowing the lower-angle winter sun to penetrate the leafless branches of deciduous trees to heat interiors. In the winter, thermal masses in the building may help store daytime heat gain to release in evenings.*

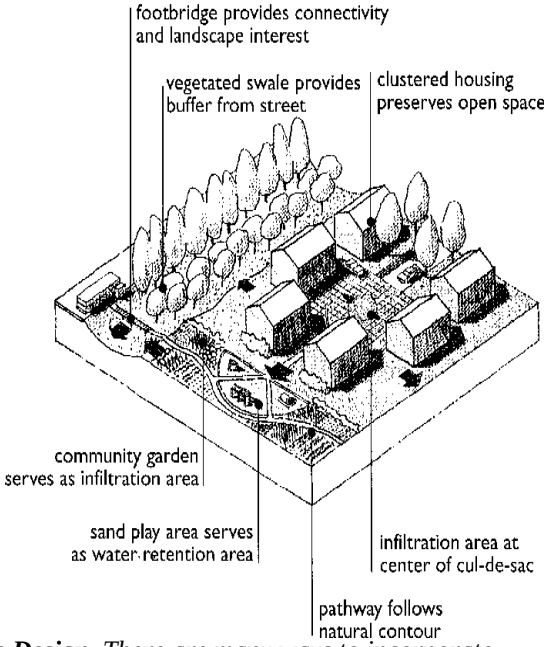
Stormwater management

The following management techniques retain stormwater "close to the source," facilitating percolation to the groundwater. The techniques minimize the need for piped drainage and large-scale expensive improvements. Such systems also filter and cleanse runoff polluted with particulates and chemicals before it enters surface water bodies.

Detention Areas

Decentralized. Landscaped swales, wetlands, ponds, and other site amenities, as well as infiltration cisterns, should be used in all parking lots, plazas, and other areas to contain stormwater runoff.

Naturalized. Generally, retention areas should have a natural profile and wetland plants to filter pollutants (such as motor oil and fertilizers) and slow run-off. These solutions are especially critical along the edge of natural areas to protect sensitive habitats.



Site Design. *There are many ways to incorporate ecological stormwater management techniques into site design.*

Permeable Paving

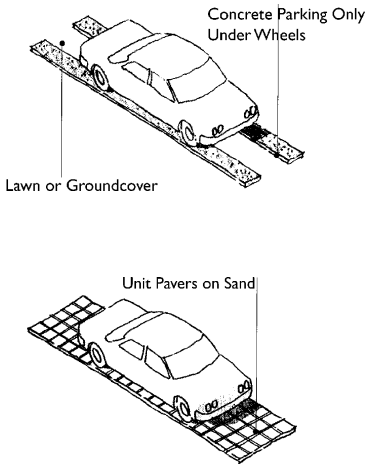
Permeable ground surfaces allow the exchange of water and air to occur, recharging aquifers and aerating soils. Large areas of paving such as parking lots should use combinations of materials according to the need for durability: areas of lower use call for grasscrete or gravel, while areas of high use should have permeable concrete or asphalt. Plazas should be paved with sand-packed pavers, particularly in low-lying areas.

Driveway Paving

Hollywood drives or turf blocks may be used on all drives and outdoor parking areas for single-family residences.

Hollywood Drives. Unlike standard side driveways which are entirely paved, "Hollywood Drives" have a center planted strip. This reduces the amount of paving required and allows some stormwater infiltration.

Turf blocks. Turf blocks are masonry unit paver blocks which are planted with turf to create the appearance of a lawn or grassy strip and allow stormwater infiltration, but which can support occasional vehicle use. They are appropriate for secondary emergency access rights-of-way, driveway medians, and other surfaces which do not experience regular use .



Driveway Paving. *Driveways and parking lots may be paved with Hollywood drives, turf blocks, or other porous surfaces.*

Commercial, Industrial, Mixed-use, and Civic Guidelines

Development Intensity

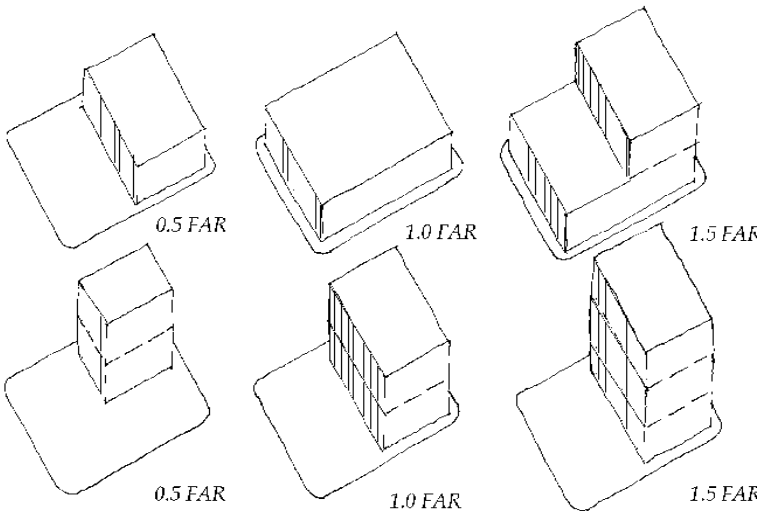
Commercial Floor Area Ratio (FAR)

Minimum and maximum Floor Area Ratios are 0.5 and 1.5, respectively (the sketch plan represents an FAR or 1.0 for the entire site). Floor Area Ratio (FAR) is a measure of development intensity, measured on a parcel-by-parcel basis, and is the ratio of habitable floor area to lot or parcel area:

Habitable floor area is the space contained within the exterior walls of all buildings on a lot, except for the space therein in light courts or open air courtyards and except for the area on the ground floor in the main building devoted exclusively to parking motor vehicles or the portion of the area in an accessory building used for parking motor vehicles. Residential and commercial parking garages and accessory units do not contribute to meeting the FAR requirement.

Lot or parcel area excludes protected sensitive land such as wetlands and forests. In other words, if a 2-acre parcel includes 1 acre of wetlands, and the FAR is 1.0, the (1*43560) square feet of development may be built, and may be structured on the non-sensitive 16 acres of the site.

Development at the maximum FAR would likely require structured parking, although structured parking garages do not count toward the FAR calculation. At the minimum level of development, a compact, pedestrian-friendly setting can be created with the use of surface parking.



FAR. *Floor Area Ratio (FAR) is a measure of development intensity that is the ratio of built area to site area. FAR can be satisfied in many configurations. For example, an FAR of 1.0 may be satisfied with a one-story building covering the lot, or a two-story building of half the footprint. These diagrams are schematic only and do not reflect other regulations such as setbacks, entries, and windows.*

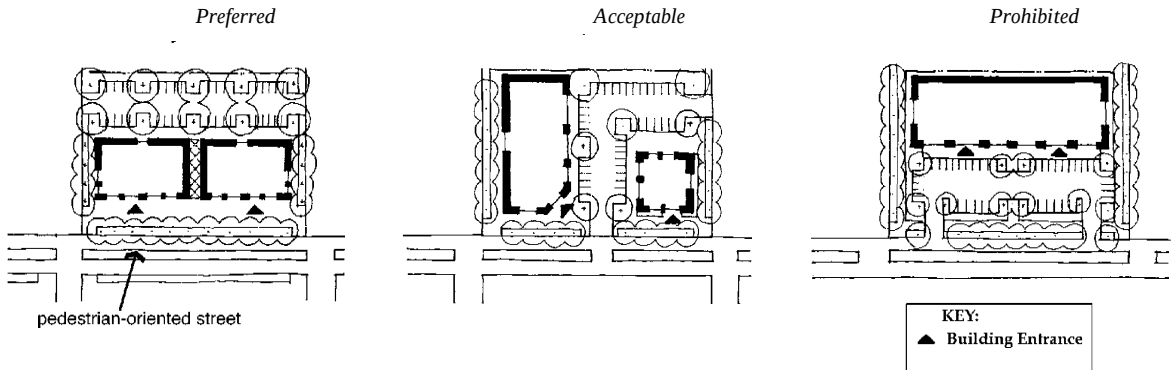
Residential Density

Residential densities must be between 15 and 25 units per acre. (The sketch plan represents 22.5 d.u./acre for the entire site)

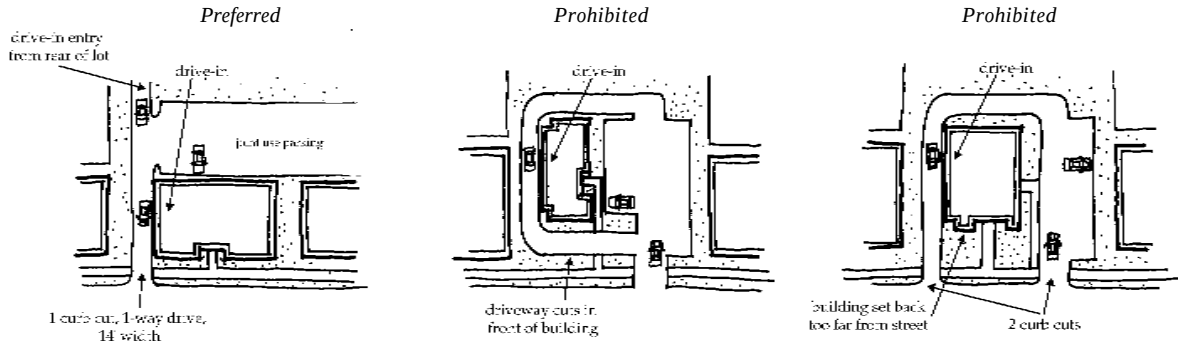
Building Setbacks and Orientation

Along Build-to Lines. Where Build-to Lines are shown on the Regulating Map, buildings shall be sited at or within five feet of a street or plaza and shall occupy at least 80 percent each block's linear street frontage. The primary entries to buildings must face onto Build-to Lines (rather than on to rear or side parking lots or alleys).

Where Build-to Lines do not Govern. For locations where there are no Build-to Lines, buildings may be sited anywhere in the block. It is recommended that buildings be sited at the street, but if parking lots separate buildings from the street, the primary entrances of buildings must be connected to the street with a landscaped walkway. *Landscaped walkways are discussed in the section on Parking Lot Landscape Requirements, below.*



Building Orientation. *Building shall be sited close to streets, with doors and windows facing the street. Parking lots along street frontages shall be minimized. Buildings set back from the street, beyond five feet from the public right-of-way, are prohibited along Build-to Lines; elsewhere there entrances shall be connected to the street with Landscaped Connecting Walkways.*



Drive-throughs in Mixed-Use Districts. *Drive-throughs, such as for fast food restaurants and banks, are acceptable in Mixed-Use Districts only if they maintain a continuous street frontage. Buildings shall have direct pedestrian connections to the sidewalk and the primary entrance facing the street (left). Driveways shall not come between the sidewalk and building entrances (center). Multiple curb cuts are prohibited (right); only one curb cut is allowed per building, not to exceed 14 feet in width (left). Additional vehicle entries are acceptable from rear parking lots entrances on non-pedestrian oriented streets (left). Drive-through windows shall be located to the side or or rear of the building. Other, more "standard" drive-through configurations are acceptable in Highway Commercial Districts.*

Architectural Standards

Façade Transparency

The following guidelines help strengthen the relationship between buildings and the street and increase public safety by placing "eyes" and activity on the street.

Street-Facing Facades along Build-to Lines

For buildings which contribute to frontage along Build-to Lines:

- Street-facing building facades shall not have a section of blank wall exceeding 30 linear feet without being interrupted by a window or entry.
- At least 60 percent of the *linear* length of street-facing facades must contain windows doors, or arcades at all levels (stories). Clerestory windows or other high, non-eye-level windows do not count towards the 60 percent requirement.
- Along Build-to Lines, the ground floor of parking structures must contain shops or other inhabitable spaces.
- Garage doors or entrances to parking structures shall not occupy more than 30 feet of street-facing facades within each block.

Transparency. *Buildings shall have frequent doors and windows.*

Facades not along Build-to Lines:

For buildings that do not contribute to frontage along Build-to Lines:

- The primary building entry and windows shall be visible from a street(s).
- The main entrance(s) shall open directly onto a publicly-accessible Connecting Walkway. This walkway shall connect directly to the sidewalk or pedestrian walkway of an adjacent street.
- Building facades that are visible from the street shall not have a section of blank wall exceeding 30 linear feet without being interrupted by a window, entry, or a section of lattice with vines. Lattices may extend no more than 30 feet in length without being interrupted by a door or window.

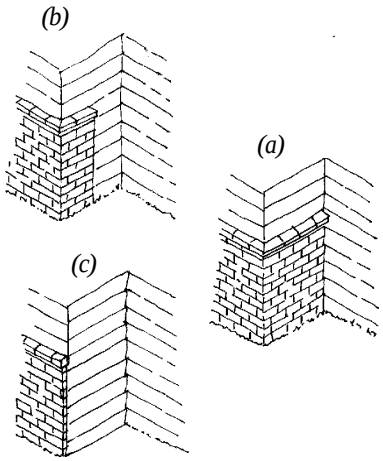
See the discussion on Connecting Walkways for further guidance.

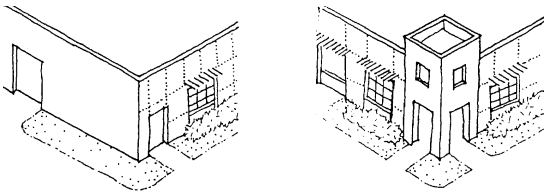
Building Entries and Windows

Entries. Building massing shall be used to highlight the location of building entries. Primary pedestrian entries shall be clearly expressed and be recessed or framed by a sheltering element such as an awning, arcade, porch, or portico. Greater height may be used to accentuate entries in the form of tower elements, tall openings, or a central mass at an entry plaza.

Reveals. Windows and doors must be recessed at least two inches from walls or exterior trim to create shadow for visual interest.

Proper Application and Detailing. *Material changes shall occur at interior or reverse corners (a), or as a "return" of at least four feet from exterior corners (b). Material changes shall not occur at external corners*





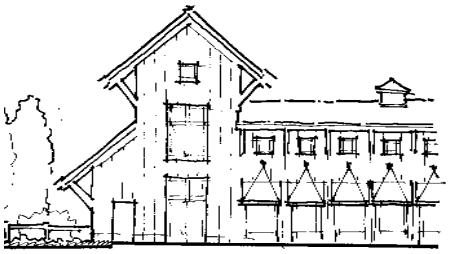
Discouraged *Preferred*

Consistent Application on Facades. *All sides of buildings that face streets, parks, or other pedestrian-oriented areas shall have the same level of architectural detail and fenestration (windows). Entries at corners should address both sides.*

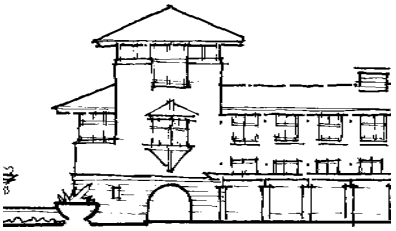
Materials and Finishes

Exterior materials and finishes should convey a sense of integrity and durability. Buildings must incorporate consistent, pedestrian-scale textures and details on all sides that are visible from public streets and pedestrian pathways. Materials that are visibly simulated or prefabricated are prohibited. Clear glass must be used for windows and doors; mirrored glass is prohibited.

Regional Architectural Styles. *The design of buildings, particularly important civic buildings, should reflect regional traditions such as the agrarian style or the "prairie style" of Frank Lloyd Wright.*



Agrarian style



Prairie style

Building Scale and Definition

The guidelines in this section are intended to create buildings with a human scale, making the Town Center more pedestrian-friendly and a pleasant place to walk.

Massing. *Building massing should vary and help highlight entries.*

Structural Legibility and Articulation

Facade articulation is required. Building fenestration (windows and doors) and changes in mass shall relate to structural system(s) and the organization of interior space. Vertical architectural features such as columns and piers help articulate building mass.

Base and Top Treatments

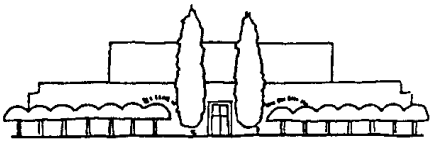
Unless an exceptional quality of design and materials is demonstrated, building facades must have three recognizable elements: a base, middle, and top.

Base. The design of the base shall visually support the building. The base must be 1 to 4 feet in height and must be defined by (but not limited to) one or more features such as:

- Thicker walls
- Richly textured materials (e.g. tile or masonry treatments)
- Special materials such as ceramic tile, granite and marble

Top. The top shall create an attractive profile for the building and must be defined by (but not limited to) one or more features such as:

- Cornice treatments
- Roof overhangs with brackets
- Stepped parapets
- Richly textured materials (e.g. tile or masonry treatments)



"Big Box" Buildings. *Even away from build-to lines, the entries to large, boxy buildings shall be defined through building massing, landscaping, or architectural features such as trellises.*

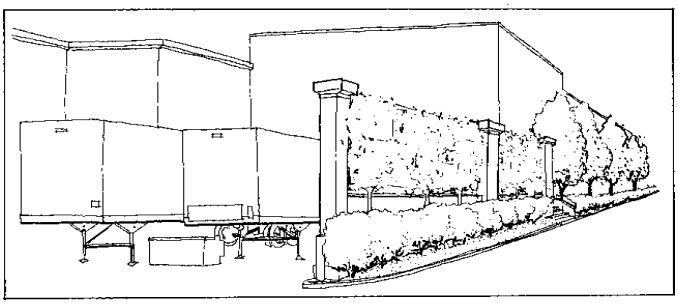
Roof Form/Rooftop Equipment

A variety of roof forms are permitted. Changes in roof form must correspond with a building's structural bays and massing. Mechanical equipment must be integrated into the overall mass of a building and screened behind parapets or recessed into hips, gables, parapets or similar features. Plain equipment boxes are not acceptable.

Service Areas

Service areas are places where truck loading takes place, refuse is stored, or mechanical equipment is mounted. Service areas must be located away from and screened from view of streets, parks, and plazas, and landscaped walkways.

Appropriate screening strategies include vine-covered walls or fences, trellises, arcades, dense landscaping reaching a height of 6 feet, or some combination thereof. Where service areas cannot be avoided along a street, park or plaza, they must be recessed within a building's envelope.



Service Areas. *Trash or loading areas shall be screened from view with landscaping, walls, or other structures.*

Fences & Walls

A masonry wall of 7 to 9 feet in height is required between any adjacent non-residential and residential uses. Such tall walls shall not extend to the street property line but must end 20 feet away, or must drop to 42 inches or less in height within 20 feet of streets.

Walls and fences within view of streets, parks, or plazas must be constructed out of attractive, long-lasting materials, such as wood, wrought iron, masonry, or stone. Chain link and wire fencing must not be used. With the exception of the tall walls between non-residential and residential uses discussed above, walls and fences must not exceed 42 inches in height within 20 feet of streets, parks, and plazas.

Building Signage

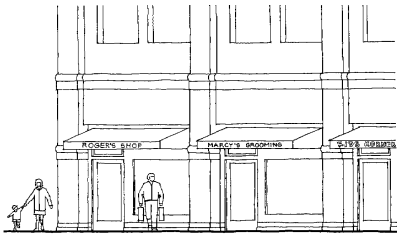
These signs identify buildings and individual building tenants while respecting the character and human scale of buildings. Signs shall not obscure architectural elements such as pilasters, cornice lines, capping or the edge of openings. Building signs serve several purposes and may take several formats.

Building Sign Purposes

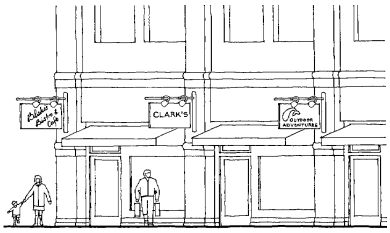
- Signs for building identification announce the building, either with a street address name (for example, 100 Town Center Drive) or a building name (for example, The Birch Building). Building identification signs are usually placed at the top of the building or over major entrances.
- Signs for individual ground-level tenants
- Signs for shared-entry tenants address conditions in which multiple tenants share a building entry and an exterior identity, or when upper-story tenants share a ground-level entry.
- Additional minor, pedestrian-oriented signage for individual tenants.

Building Sign Formats

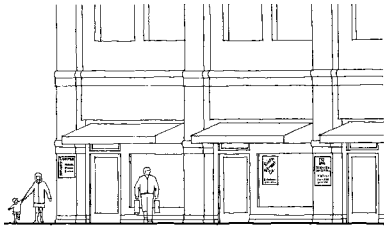
- Building Face Signage lies against the plane of the building and is integrated into building details along cornices, base treatments, entrances, or centered within building recesses.
- Projecting or hanging signs are panels perpendicular to and projecting from a facade to identify a business tenant. Projecting signs shall be at least 8 feet above pedestrian paths and 13 feet above streets that are used by trucks or emergency vehicles.
- Pedestrian-oriented signs. These smaller signs for individual building tenants may be flush with the building face, project at right angles, or be painted on awnings, and shall not obstruct architectural features.



Awning Signs.

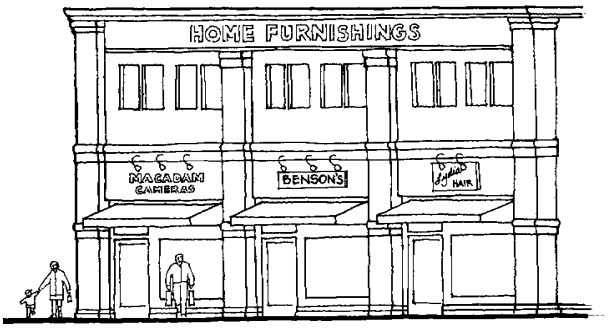


Projecting or Hanging Signs.



Building Face & Window Signs.

Pedestrian-Oriented Tenant Signs.



Face Signs for Building and Tenant Identity.

Parking

Minimizing Land Devoted to Parking

Requirements for parking spaces should be satisfied first through on-street parking in front of the building in question. If additional spaces are required, they may be provided through on-site garages or parking lots. Certain complementary uses should share parking facilities, as described below.

Shared Parking

Different uses (such as retail, office, and entertainment) shall share off-street parking spaces, particularly in mixed-use districts, and the maximum number of spaces shall not exceed 125 percent of the combined peak demand as derived with the shared parking calculation. By recognizing that peak demand occurs at different times for different land uses, shared parking facilities help minimize the amount of land and expense devoted to parking lots or garages. The Urban Land Institute's *Shared Parking Standards*, or equivalent, shall be used to calculate the total number of shared parking spaces.

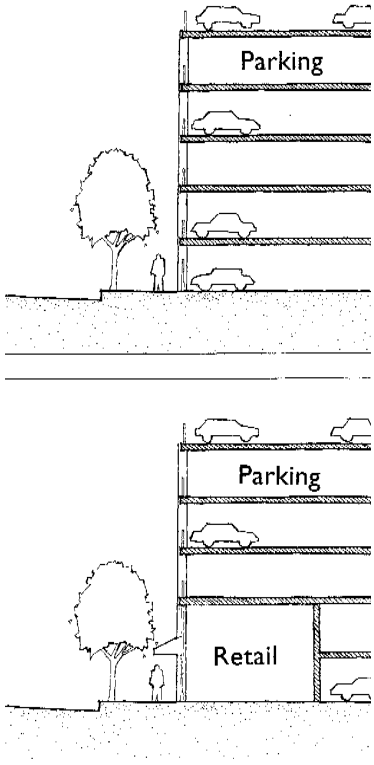
On-Street Parking

Streets in the Town Center provide for the comfort of pedestrians and the needs of the automobile. On-street parking is an important component of street design, providing a "buffer" between the traffic on the street and the pedestrians on the sidewalk. On-street parking is required on all streets, preferably on both sides of the streets. Either parallel or diagonal on-street parking may be appropriate, depending on the street width and parking demand.

Parking Structures

Parking structures or garages may be provided in Commercial, Mixed-Use, or Industrial Districts, subject to the following restrictions:

- Buildings combining structured parking with ground-floor retail, office, or other uses are permitted and encouraged.
- Parking structures are prohibited along Build-to Lines unless retail occupies the ground floor facing public streets.
- Parking structures along Build-to Lines, whether stand-alone or combined with other uses, shall be sited within 0 to 5 feet of the public right-of-way.
- Parking structures are prohibited within 40 feet of a residence.
- Parking structures may not exceed 35 feet in height.



Parking Structures. *Parking structures are prohibited along build-to lines (top), unless they contain ground-floor retail at the street-facing facade (bottom). Alternately, underground parking garages are an option.*

Parking Lots

Parking lots for commercial and industrial uses should be sited behind buildings, away from the street, or to the side of buildings in long narrow lots which minimize the street frontage.

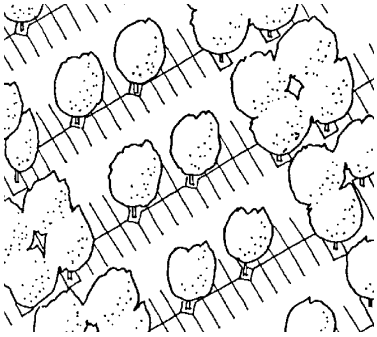
Landscape Requirements

Details for required landscape features, Landscaped Frontages and Connecting Walkways, are spelled out in the next section.

Parking Lots Adjacent to Streets. Where parking lots abut streets, a Landscaped Frontage shall be provided on the parcel, adjacent to the sidewalk. Landscaped Frontages are not required when parking lots are sited behind buildings, away from the street.

Large Parking Lots. Parking lots shall not exceed 600 spaces without being segmented by Connecting Walkways, Landscaped Frontages, or buildings.

Building Entrance Connections to Sidewalks. Where building entries do not abut a street, Connecting Walkways are required to link the building entrance to street sidewalks. This configuration is most likely for large anchor store tenants who require parking lots in front of building entrances.



"Orchard" Parking Landscaping. *This drawing shows an example of meeting the required average overall tree planting of one tree per six parking stalls, using trees planted between stalls and trees along Connecting Walkways.*

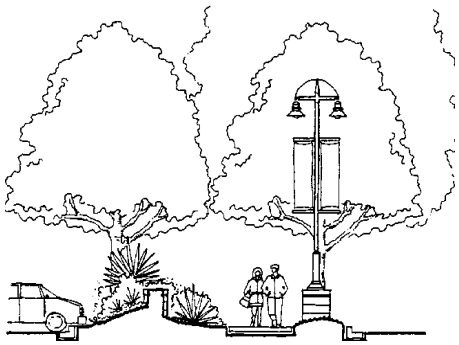
Orchard Planting. For parking lots, a minimum number of shade trees are required, equivalent to one tree per six parking stalls. Trees in parking lots shall be spread uniformly throughout the parking area. Trees planted along Connecting Walkways and adjacent Landscaped Frontages may also contribute to the one-per-six requirement for parking lots. Trees must be set into a tree well and protected by bollards or tree guards.

Landscaped Frontage Guidelines. A ten foot wide landscaped buffer must be placed where parking lots

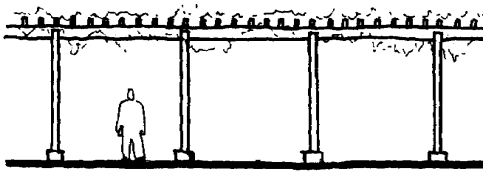
abut local and surrounding streets. However, care shall be taken to design and site the buffers such that they do not provide ambush points or obstruct views. The buffer must include at least one of the following:

- Low fence or wall. Between 24 to 36 inches high, within 3 feet of the street's sidewalk, and trees planted not more than 30 feet on-center;
- "Hedgerow." Poplar, cypress or other tall, columnar trees planted not more than 30 feet on-center;
- Trellis. Supported by posts not more than 15 feet apart on center, within 3 feet of the street's sidewalk, and trees planted not more than 30 feet on-center; or
- Equivalent feature. Screens views of parked cars and defines the street spatially.

Chainlink and cyclone fences are strictly prohibited.

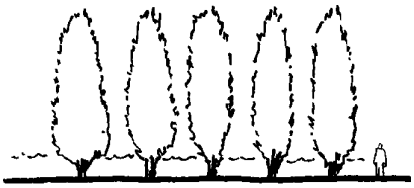


Landscaped Frontages. *Where parking lots abut streets, landscaped frontages are required. See the section on Landscape Requirements.*



Trellis Treatments.

Fence / Wall Treatments.



Hedge/Trees Treatments.

Allowable Landscaped Frontages. *Along parking lots and other gaps in the building frontage along streets, Landscaped Frontages are required and may be in the form of trellises, fences, walls, or tall landscaping.*

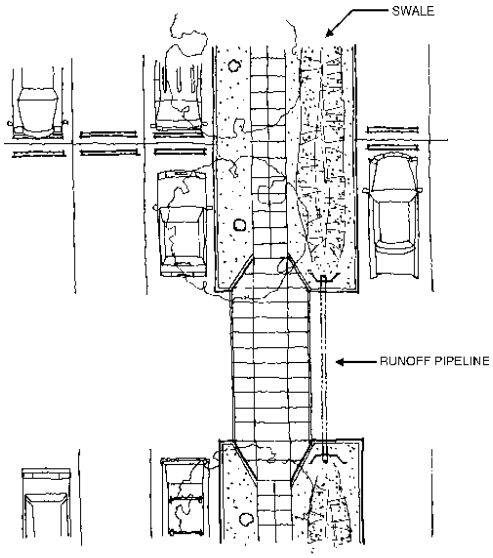
Connecting Walkway Guidelines. Connecting Walkways must meet the following minimum requirements:

Width and Clearance. The width of the paved walking surface must be at least six feet clear. Any covered structure such as a trellis must have at least 10 feet clear height, but must not obstruct visibility or provide hiding or ambush places.

- Paving. Connecting walkways must be paved with a special paving or concrete in a pattern or color that contrasts with the surrounding pavement, as specified under Public Improvements.
- Tree Planting. Connecting walkways must be planted with either shade trees spaced 30 feet on center or a shade structure such as a trellis with climbing vines.
- Lighting. Connecting walkways must be equipped with lighting on one side, at least 3 feet in height in order to be visible in deep snow drifts or snow banks. Lighting standards spaced a maximum of 30 feet apart, and a maximum of 10 feet tall, are recommended.

Bicycle Parking

Bicycle parking must be provided in easily-accessible locations in Mixed-Use and Commercial Districts, as well as in Public/Institutional/Civic Districts. One bicycle space shall be provided for every 2,000 square feet of building Net Floor Area. Bicycle parking must be visible from storefronts or office building front doors, in order to improve security for parked bicycles.



Plan View.

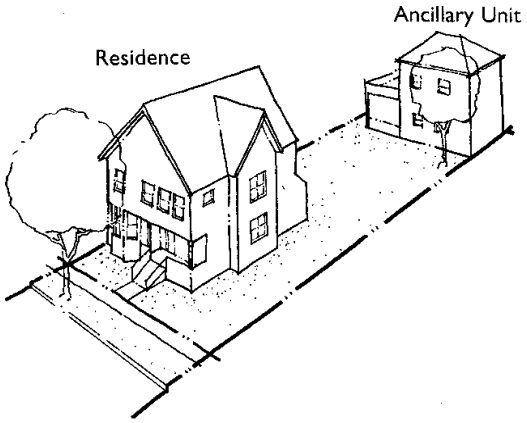
Section View.

Landscaped Connecting Walkways. *Landscaped connecting walkways are required in large parking lots and to connect buildings set behind parking lots to streets. Walkways shall be integrated with drainage and stormwater management features such as swales.*

Residential Guidelines

Accessory Units

Accessory units are permitted on single family detached home lots of 5,000 square foot or larger. They count towards meeting the allowable range of units and densities for the project. They may not exceed 600 square feet each and must meet the same setback requirements as the house, or of the garage if built over the garage. The accessory unit may not be built before the principal residence. Parking for accessory units shall be provided on-street (rather than off-street).



Accessory Units. *Accessory or secondary units provide additional density and housing opportunities without changing the appearance of single family neighborhoods from the street. Accessory units may be built over a garage or as separate, ground-level structures.*

Variation in Housing Mix

Within each Residential District, a mix of housing models and architectural treatments is required as follows:

Variation in Housing Types. At least two (2) housing types (for example, small or large lot homes, townhouses or garden apartments) are required in each Residential District. Larger building types are encouraged on corners. Attached products are encouraged surrounding Publicly-Accessible Commons.

Facade Treatment. At least two (2) unique architectural treatments for each housing type are required, for at least four (4) different façade variations. The architectural treatments must differ in each of three categories: a) facade color, roof color, or siding material; b) window pattern and trim detail; and c) porch, entryway, or balcony detailing. Identical buildings shall not be adjacent to or across the street from each other.

Preferred

Discouraged

Variation in Housing. *Residential streets should exhibit variation in building and lot size and building placement, with identical buildings separated.*

Building Orientation

Orientation. With the exception of accessory dwelling units, the primary entry of every dwelling shall face and be accessible from a street or Publicly-Accessible Commons or open space. Each primary entry shall be recessed no more than 6 feet behind the face of the primary façade. Accessory dwelling units may face an internal walkway, driveway, or alley. Rear yards shall not face onto streets, open space, or Commons. See additional standards under "Publicly-Accessible Commons."

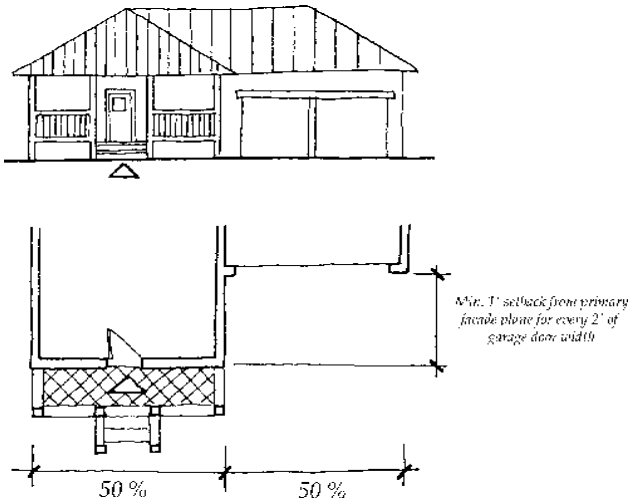
Parking

Parking for Single Family Homes, Duplexes, Townhomes, and other Residences with Individual Unit and Garage Entrances.

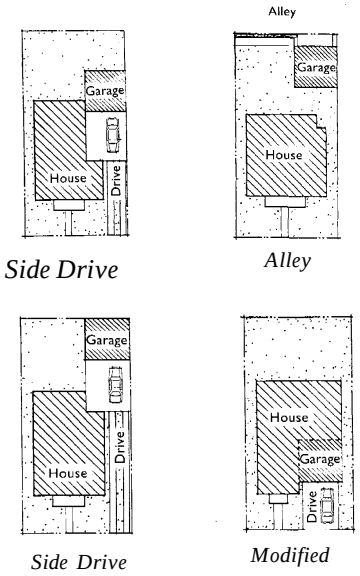
Residences with individual unit entrances must provide garaged parking as follows:

- Garages may be either attached to or detached from the primary residence. All garages must be set back 1 foot or more from street-facing residence facades for every 2 feet of garage facade width. This setback requirement applies to the front street as well as to side streets for corner lots.
- Examples of acceptable and prohibited locations for corner lot garages are shown in the diagram on the next page.
- No garage shall comprise more than 50 percent of the width of the total street-facing frontage (garage plus residence) for each unit. This requirement applies to the front street as well as to side streets for corner lots.

Tandem Garages. Tandem parking garages (where one car is parked behind another, end-to-end, permitting a narrow garage with a one-car-wide door to serve one residence) are permitted and encouraged. They are typically used for single family units, but could also be used for apartment buildings with more than one parking space per unit.



Single Family Garage Width and Setback. *For single family homes, townhouses, duplexes, and other units with individual unit entrances and garages, the garage shall comprise no more than 50% of the total frontage width and shall be set back 1' for every 2' of garage facade width.*

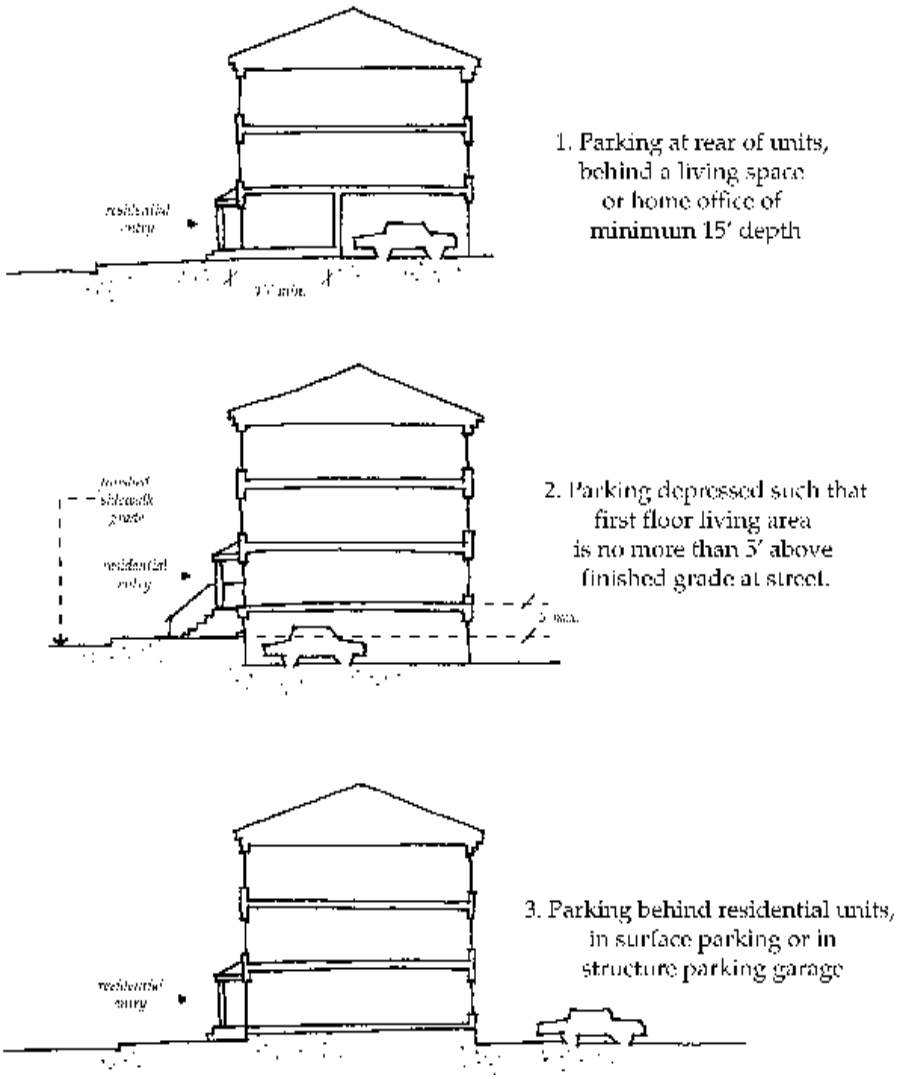


Single Family Garage Placement. *Residential garages for single family detached homes, duplexes, and townhomes shall be side-drive or alley-loaded (both are located at the rear of the lot, and may be either attached or detached from the primary residence) or "modified" (recessed) front garages.*

Parking for Attached Residences with Shared Unit and Garage Entrances.

Parking for attached residences with shared unit entrances, such as apartment buildings, shall be provided in one of the following three ways. See the diagram below.

- Parking provided within the ground floor of the residence, behind a street-facing living space, retail, or home office space that is at least 15 feet deep.
- Parking depressed underneath the living space of the residence, such that the first floor of the living area is no more than 5 feet above the finished grade of the sidewalk.
- Parking provided to the rear of the residence structure and away from any streets, either as surface parking, in carports, or in structured parking garage.



Parking for Attached Residences with Shared Unit and Garage Entrances. *Parking for attached residences shall reduce the visibility of vehicles from the street by using one of the three techniques shown here.*

Architectural Standards

Façade Transparency

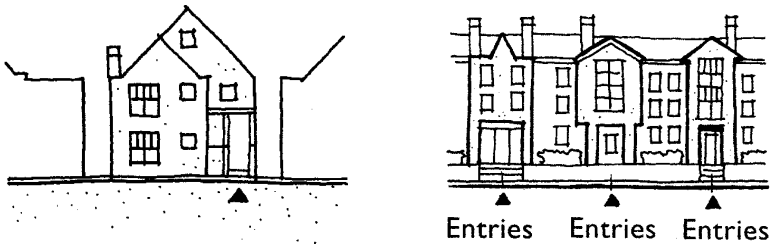
Front Doors

For both detached and attached products, unit entries must be clearly marked through articulation, porches, greater massing or thickness, or recessed entries.

Front doors must have a substantial, high-quality appearance. Plain, flat doors are prohibited; raised panel doors are required.

Windows

Coverage and Orientation. All street-facing facades must have windows covering at least 25 percent of the facade's area. Windows of the living room, dining room, or family room must face the street.



Street-facing Entries. *Single-family and multi-family homes shall have entries and windows oriented to the street.*

Materials. Horizontal "slider" windows and window frames with metallic finishes are not permitted; vinyl or other finishes with an appearance of painted wood are acceptable. Mirror or tinted glass is not allowed.

Accessory Unit Windows. The location and direction of windows in accessory units shall minimize the loss of privacy to adjacent residences. Windows within 7 feet of an interior property line shall use obscured glass or clerestory windows with a sill height of at least 5 feet.

Garage Door Treatments

All residential garage doors visible from a front or side street (that is, excluding side-drive and alley-loaded garages at the rear of the lot) or park shall consist of articulated panels and incorporate at least two of the following features:

- Indoor living space or balcony space built over the garage with clear sight lines between the street and these spaces;
- Strong shadow lines around the garage face created by recessing the door one foot behind the adjacent building plane, or by extending a trellis or bay window at least two feet in front of the garage face;
- For multiple car garages, intervening posts at least one foot in width must separate the garage into individual doors each no more than nine feet (9') in width.

Building Scale and Definition

Articulation

All Residential Products. The front façade of all residential buildings must be articulated with porches, bay windows, or balconies that face the adjacent street, park, or open space. No wall shall have a blank, uninterrupted appearance exceeding 20 feet in width without a window, recessed panel, lattice, trellis, change in texture or plan, or equivalent treatment. To insure visual interest and appropriate scale, windows, doors, and eaves must have reveals and recesses.

Attached Products. The front facades of attached products shall read as a series of distinct vertical building forms or "bays" along a "street wall." The overall composition of the main building shall highlight proportion and rhythm among a series of bays and the overall building mass. Pilasters, columns, reveals, fenestration, and other details may be used to achieve this effect.

The corners of attached buildings must be marked with strong elements such as vertical piers, extra height (such as a tower), greater massing (thickness, planar orientation, or material change), or different roof form (pitched or flat).

Roof Form

All detached and duplex residential buildings must have hipped or gabled roofs; flat roofs are prohibited. Flat roofs are allowed on attached units, but must be accompanied by an ornate cornice or similar features.

Materials and Methods of Construction

Materials. New buildings shall support regional traditions and maintain a level of craft in the process of construction. Exterior finishes shall be primarily of wood, brick, or stone.

Application. To avoid an "applied" look, material changes must not occur at external corners, but may occur at “reverse” or interior corners or as a “return” at least 6 feet from external corners. Scored plywood (such as “T 1-11”) must not be permitted. Refer to the diagrams in the Section on Commercial Building Guidelines.

Side Elevations at Corner Lots. The street-side elevation of any residence located at a street corner or siding onto open space or publicly-accessible commons (including single-family, attached, and multi-family units) must have the same materials, finishes, and level of detail as the front elevation, with multiple windows.

Energy Conservation and Climatic Response. Building design shall respond to hot summers and cold winters with deep recesses and overhangs, and pitched roofs. A porch shall protect entries, particularly the front door. Principal rooms shall have windows on two sides, whenever possible, to provide balanced daylighting and to facilitate natural cooling and ventilation. Homes shall be oriented so that a majority of primary living spaces receive direct sunlight, and incorporate overhangs, awnings or trellises which allow the low winter sun to penetrate the unit, while blocking the high summer sun.

Other Structures

Service and Loading Area Screening

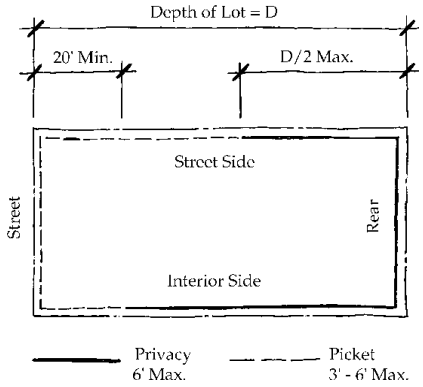
Large apartment buildings and assisted living facilities often contain service areas or loading docks. Screening of such areas shall meet the requirements as described below

Fences and Walls

Two types of fences are allowed within the residential neighborhood: "privacy" fences and "picket" fences. In no case are cyclone, chainlink, or wire fencing allowed. No fence may be constructed in a drainage utility easement without an encroachment permit from the City.

Privacy Fences and Walls. Privacy Fences may be up to 6 feet high and shall be built with attractive, long-lasting materials, such as wood, masonry, or stone. Privacy fences are permitted along interior lot lines up to within 20 feet of the front property line and along up to 50 percent of the length of side lot lines that are adjacent to streets or open space. Privacy fences must be set back at least 20 feet from front property lines. Privacy fences may be located along the rear property line, except where lots back onto open space areas, in which case a "picket" or other fence that is at least 50 percent visually permeable and less than 6 feet in height shall be used.

Picket Fences. Picket fences shall be not more than 42 inches in height, and shall be primarily wood, with the exception of corner posts and gate posts, which may be masonry or stone. Picket fences shall not be solid and must be at least 50 percent visually permeable. An alternative to a picket fence is a hedge which shall be maintained at a maximum height of 42 inches. Picket fences or hedges may be located at the back of sidewalk along the front or exposed side of a lot. They may also be located along the rear property line of those lots that back onto open space areas.



Residential Fence Options. *Picket and privacy fences, restricted to the building envelopes shown here, create a clear deliniation of public-oriented and private spaces on housing lots.*

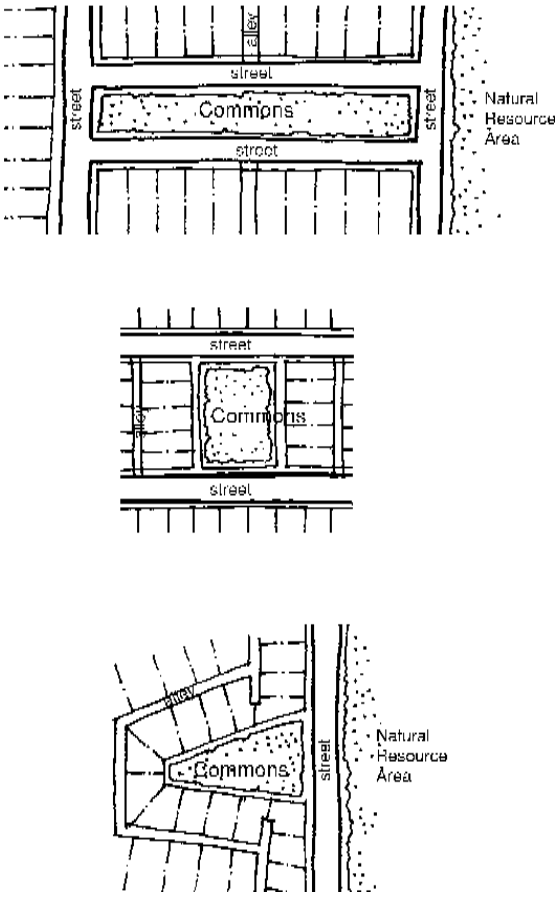
Neighborhood Parks

Minimum Area. Each Residential District must include a minimum acreage of Neighborhood Parks equal to 10 percent of the District land area. Parks may be public or privately owned but must be accessible to the general public. No more than 5,000 square feet of the minimum acreage may be met by a private community recreation facility structure such as a pool or clubhouse.

Housing around Parks. Neighborhood Parks must be surrounded by homes on at least two-thirds of their perimeter, in order to provide activity and informal surveillance. The surrounding homes must face onto the Park; however, side-on homes are allowed at corners. In no case may a Park be located behind residential units, away from public view and access.

Streets and Paths around Parks. Parks must have a street on at least one side and along at least 25 percent of the perimeter, and sidewalks or trails along the remaining sides or perimeter. Residences that face onto sidewalks or paths rather than streets must have alley-loaded rear parking areas.

Width. The Parks must be at least 60 feet wide on all sides; triangular Parks are allowed.



Neighborhood Parks. *The diagrams show possible configurations of Neighborhood Parks. All sides of the Parks must be at least 60 feet long. Adjacent residences must front onto the commons along at least 2/3 of the perimeter, although side-ons are acceptable at street corners. A street is required along at least one side and along at least 25 percent of the perimeter; any remaining perimeter must have walkways. Homes that face onto walkways (rather than streets) must have alley-loaded parking.*

Appendices

1. Public Process
2. Defining Sustainability and the Hannover Principles
3. Sustainability Practices in Design, Construction and Maintenance/Facilities Management
4. City of Minneapolis Transportation Demand Management Ordinance
5. City of Minneapolis Affordable Housing Policy (1999)
6. City of Minneapolis Living Wage Policy

1. Public Process

Hiawatha / Lake Station Area Master Plan

A master planning process for the future of the Hiawatha / Lake Street station area took place between July 1999 and March 2000. Community representatives and others met approximately four times with a planning team to discuss land use patterns and potential new development models for the area. The consultant planning team was hired by Hennepin County and jointly managed by the City of Minneapolis with Hennepin County. Three community meetings were held between October 1999 and February 2000 with an average attendance of about 40 people per meeting. The results of this effort were presented in the Hiawatha / Lake Station Area Master Plan, prepared by Calthorpe Associates, IBI Group and Coen + Stumpf, dated June 2000.

The Hiawatha / Lake Station Area Master Plan was approved by the City Planning Commission on April 30th, 2001 and by the Minneapolis City Council on May 18th, 2001.

Hi-Lake Community Advisory Committee

In September of 2000, a group of about 20 people, representing many of the same constituencies as above, was convened by the City of Minneapolis to specifically consider the Station Area Plan's concept for change on the Hi Lake Shopping Center. This group met approximately 20 times over the 12 months between August 2000 and August 2001. The group's responsibilities were to develop an understanding of potential change at the site, specifically the impact of LRT and the Station Area Master Plan on land use and transportation patterns, and prepare development guidelines based on this understanding.

The constituencies represented on the Advisory Committee included:

- Corcoran Neighborhood Organization
- East Phillips Improvement Coalition (EPIC)
- Longfellow Community Council
- Powderhorn Park Neighborhood Association
- Seward Neighborhood group
- Hiawatha Lake Business Association
- Lake Street Council
- Lake Street Partners
- YWCA
- South High School
- Midtown Community Works
- Metropolitan Council Hiawatha Community Advisory Committee

Two (charette type) public meetings were held to link this effort to the larger community. Attendance reached approximately 100 for the first charrette, with about 40 in attendance at the second meeting. A number of local architects (DJR Architects, LHB Architects, Cuningham Group, Paul Bauknight Associates and Close Landscape Architecture) participated in the first charrette. Their contributions helped articulate a design vision for the community that was much appreciated by the Advisory Committee membership.

At the conclusion of this process, this group authored the summary report titled *Guidelines for Transit Oriented Development at the Hi Lake Center (September 21st, 2001).*

Hi-Lake Project Review Committee (to be established)

The City will convene a Project Review Committee to review and provide input into specific development projects. The membership of this Project Review Committee will be much the same as the Advisory Committee. The Project Review Committee would provide a community voice in the development process, representing the work described above. They will act as liaisons to the broader community they represent, and take responsibility for forwarding comments and concerns to the larger committee. Prospective developers will be expected to meet with this committee to discuss any proposal for the site. Project approval authority will rest with each of the individual neighborhood organizations, but arrangements will be made to expedite the approval process.

2. Defining Sustainability and the Hannover Principles

A sustainable community is one that has a healthy natural environment, a prosperous economy and a vibrant society. Sometimes environmental, social and economic concerns are viewed as opposing forces, when in practice all of these three elements are interdependent and necessary for a community to thrive. A sustainable community recognizes this interdependence and uses its resources to meet current needs while ensuring that future generations will be able to meet their needs.

The three Es; economics, environment and equity are the factors that define sustainability. This formula is often used as a measure of the sustainability of a project. Does the project meet economic standards and make economic sense? Does the project consider the enivornmental impact it is creating? Is the project respectful of the people, the human capital impacted by the project? A sustainable community's ultimate goal is to strile a balance between the three. The sustainability process, unlike traditional planning, sees all community issues as inter-connected. Housing, safety, employment, energy, education, environmental quality and transportation are considered as complementary parts of the whole.

There are clear guidelines and principles established in the design field that can assist in bringing definition to sustainability practices in new development. These specifics are expected to form the basis for redevelopment efforts at the site. The World Congress of the International Union of Architects (UIA) in June 1993 at the American Institute of Architect's (AIA) Expo 93 in Chicago formulated the principles that are the basis for the practice of sustainable design and are considered a useful resource for any approach to development on the site. Further, the AIA and UIA signed a "Declaration of Interdependence for a Sustainable Future." In summary, the declaration states that today's society is degrading its environment and that the AIA, UIA, and their members are committed to:

- Placing environmental and social sustainability at the core of practices and professional responsibilities
- Developing and continually improving practices, procedures, procedures, products, services, and standards for sustainable design
- Educating the building industry, clients, and the general public about the importance of sustainable design
- Working to change policies, regulations, and standards in government and business so that sustainable design will become the fully supported standard practice
- Bringing the existing built environment up to sustainable design standards

In addition, the Interprofessional Council on Environmental Design (ICED), a coalition of architectural, landscape architectural, and engineering organizations, developed a vision statement in an attempt to foster a team approach to sustainable design. ICED states: "The ethics, education and practices of our professions will be directed to shape a sustainable future. . . to achieve this vision we will join . . . as a multidisciplinary partnership."

Hannover Principles - The Hannover Principles

The Hannover Principles is the official design manifesto commissioned for the 2000 World's Fair in Hannover, Germany.

- Insist on the rights of humanity and nature to coexist in a healthy, supportive, diverse, and sustainable condition.
- Recognize interdependence. The elements of human design interact with and depend upon the natural world, with broad and diverse implications at every scale. Expand design considerations to recognize even distant effects.
- Respect relationships between spirit and matter. Consider all aspects of human settlement including community, dwelling, industry, and trade in terms of existing and evolving connections between spiritual and material consciousness.
- Accept responsibility for the consequences of design decisions upon human well-being, the viability of natural systems and their right to coexist.
- Create safe objects of long-term value. Do not burden future generations with requirements for maintenance or vigilant administration of potential danger due to the careless creation of products, processes, or standards.
- Eliminate the concept of waste. Evaluate and optimize the full life-cycle of products and processes, to approach the state of natural systems, in which there is no waste.
- Rely on natural energy flows. Human designs should, like the living world, derive their creative forces from perpetual solar income. Incorporate this energy efficiently and safely for responsible use.
- Understand the limitations of design. No human creation lasts forever and design does not solve all problems. Those who create and plan should practice humility in the face of nature. Treat nature as a model and mentor, not as an inconvenience to be evaded or controlled.
- Seek constant improvement by the sharing of knowledge. Encourage direct and open communication between colleagues, patrons, manufacturers and users to link longterm sustainable considerations with ethical responsibility, and reestablish the integral relationship between natural processes and human activity.

The Hannover Principles should be seen as a living document committed to the transformation and growth in the understanding of our interdependence with nature, so that they may adapt as our knowledge of the world evolves.

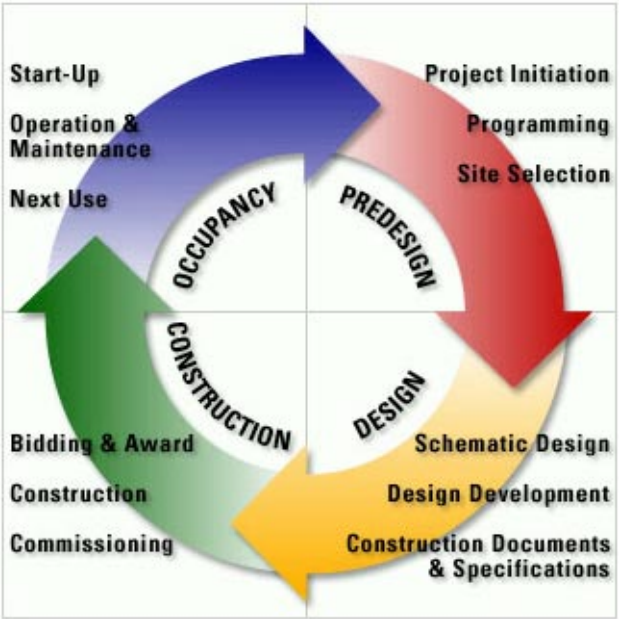
3. Sustainability Practices in Design, Construction and Maintenance/ Facilities Management

Sustainability for Hi-Lake

The need for renewal, restoration and revitalization is apparent. At Hiawatha and Lake Street, dramatic change came with the highway and the bridge. Now with the advent of Light Rail Transit, even more change is inevitable. The Phillips community committed itself to building a sustainable community almost ten years ago when it started the Green Institute. Early successes for Phillips include the development of the Phillips Eco-Enterprise Center and The ReUse Center. As examples of design considerations the Hi Lake Advisory Committee wants to see reflected in new development on the Hi Lake Shopping Center site, the Ecological Site Planning Guidelines in the main body of the report, as well as the Hannover Principles and the Minnesota Sustainable Design Guide, referenced below.

Minnesota Sustainable Design Guide

The Guide is a design tool that can be used to overlay environmental issues on the design, construction, and operation of both new and renovated facilities. It can be used to set sustainable design priorities and goals; develop appropriate sustainable design strategies; and to determine performance measures to guide the sustainable design and decision-making processes. It can also be used as a management tool to organize and structure environmental concerns during the design, construction, and operations phases.



The Minnesota Sustainable Design Guide was developed jointly by the University of Minnesota, Hennepin County, the Minnesota Office of Environmental Assistance, and Hellmuth, Obata & Kassabaum Architects. More information can be found on the Design Guide's website, http://www.sustainabledesignguide.umn.edu/.

4. City of Minneapolis Travel Demand Management Ordinance: for New Development of 100,000 sq.ft. or Greater

535.140. *Travel demand management* plan.

(a) *In general.* All non-residential development containing one hundred thousand (100,000) square feet or more of new or additional gross floor area shall include a *travel demand management* plan (TDM) that addresses the transportation impacts of the development on air quality, parking and roadway infrastructure.

(b) *Application for plan approval.* Any person having a legal or equitable interest in land which requires submission of a TDM may file an application for approval of such plan on a form approved by the zoning administrator.

(c) *Administrative review.* The planning director, in consultation with the city engineer, shall conduct the administrative review of the TDM. The planning director shall recommend to the zoning administrator any mitigating measures deemed reasonably necessary, who shall include such recommendation as a condition of the issuance of any building permit, zoning certificate or other approval required by this zoning ordinance or other applicable law. All findings and decisions of the planning director shall be final, subject to appeal to the city planning commission, as specified in Chapter 525, Administration and Enforcement.

(1) A description of the goals of the TDM and its relationship to applicable city transportation policies and programs.

(2) A description of the transportation impacts of the development, including but not limited to forecasts of overall and peak period employment, forecasts of trips generated and mode splits, parking demand and parking supply available, and transit demand and transit supply available.

(3) A description of mitigating measures designed to minimize the transportation impacts of the development, including but not limited to on-site transit facilities, transit use incentives, preferential location of car pool and van pool parking, on-site bicycle facilities including secure storage areas and amenities, staggered starting times and telecommuting opportunities.

5. City of Minneapolis Affordable Housing Policy (1999)

RESOLUTION 2001R-057

By Niland, Mead, Goodman, McDonald, Herron

Strengthening the City of Minneapolis/Minneapolis Community Development Agency's Affordable Housing Policy.

Whereas, the City of Minneapolis continues to have an affordable housing crisis; Now, Therefore, Be It Resolved by The City Council of The City of Minneapolis: That the City of Minneapolis/Minneapolis Community Development Agency (MCDA) adopt the following affordable housing policies:

1. Twenty percent (20%) of the units of each City/MCDA-assisted housing project of ten or more units will be affordable to households earning 50% or less of the Metropolitan Median Income (MMI). It is understood that these affordable units may include any mix of rental and/or home ownership, and can be located on the project site or anywhere within the City of Minneapolis. Any specific projects requesting exemptions to this requirement must seek City Council approval on the basis of alternative public purpose.

2. The MCDA will aggressively pursue finding for operating subsidies and/or rental assistance on City/MCDA-assisted housing projects of ten or more units from all possible funding sources including but not limited to the Minneapolis Public Housing Authority, Minneapolis Housing Finance Agency, Hennepin County, Federal Government and Metropolitan Council. To the extent that leverage resources are available for operating support or project based rental assistance, at least 50% of the units affordable at 50% of MMI as required in paragraph one shall be affordable on a project-by-project basis at an income level of 30% or less of MMI. No City or MCDA funds or resources shall be used for operating subsidies and/or rental assistance for any units or projects initiated or created under this policy.

3. The MCDA's affordable housing progress reports will include:
   a. the address, number of bedrooms, and where readily available, affordability of all units demolished as a result of City/MCDA sponsored projects;
   b. the address, number of bedrooms, and affordability of all units developed as a result of City/MCDA sponsored projects;
   c. the source and amount of funding expended by the City/MCDA for each project by address;
   d. an account of units by non-duplicative categories (new construction, positive conversion, etc.) that meet the City/MCDA's production goals.

4. Fifty percent (50%) of the City/MCDA's affordable housing funds will be used for the capital cost of production of units affordable at 30% or below of the MMI. When units require operating subsidies and/or rental assistance these will be secured through partnerships with other funding sources including but not limited to MPHA, MHFA, Hennepin County, and so forth.

5. The MCDA staff will recommend an implementation and funding strategy by September 30, 2001 to meet the MCDA's production target by December 31, 2002 of 2,110 units affordable at 50% or below of MMI (this strategy will include a sub-target of units produced through new construction/positive conversion).

6. City of Minneapolis Living Wage Policy

BUSINESS SUBSIDY ACT / LIVING WAGE POLICY

The living wage policy, originally adopted by the Minneapolis City Council in 1997, was amended and reaffirmed in February 2001. It establishes criteria for projects that receive a business subsidy, including wage and hiring requirements for job creation/retention projects.

Business subsidy is a statutorily defined term, must meet a public purpose, and contains certain exemptions including: assistance of less than $25,000, business loans of less than $75,000 and redevelopment projects when the recipient's investment in the land and site preparation is 70-percent or more of the assessor's current year's estimated market value.

A recipient who receives a business subsidy from the City or the MCDA for the development objective of job creation/retention must create at least one full-time living wage job per $25,000 of business subsidy. Living wage means a wage level equivalent to at least 110% of the federal poverty level for a family of four without employer-paid health insurance and 100% with basic health insurance. (Currently the 110% wage equals $9.02 per hour for Minneapolis.)

For projects or programs that do not have job creation/retention as the development objective, MCDA may set wage and job goals at zero after a public hearing. However, in such cases MCDA must identify other measurable, specific and tangible non-job goals, which are related to the public purpose for the business subsidy. Community development, enhancing economic diversity, preserving historic properties, and increasing the tax base are examples of these public purposes.

Recipients of a business subsidy for which job creation/retention is the objective must achieve certain wage and job goals within two years after either physical improvements are completed for the entire project of occupancy occurs ("Benefit Date"). Business subsidy recipients must agree to repay the assistance with interest if they do not meet the subsidy agreement goals. They must also commit to continue operations in Minneapolis for at least five years after the Benefit Date.

RESOLUTION 2001R-024

By Niland

Amending and Restating Resolution No. 97R-053 entitled "Living Wage Policy," passed March 7, 1997.

Resolved by The City Council of The City of Minneapolis:That the City adopt the following amended and restated living wage policy:

Preamble. Whenever Minneapolis invests public funds in private development projects, those projects should create the greatest number of living wage jobs possible for Minneapolis residents. City policy makers must keep the critical need for living wage jobs before them whenever they consider investing public dollars in private development projects.

1. Any time the City of Minneapolis (City) or Minneapolis Community Development Agency (MCDA) provides a Business Subsidy to a Recipient, as those terms are defined below, that Recipient is subject to the wage, job and other criteria set forth in this policy. In the event of any conflict between the requirements of Minnesota Statutes, §§116J.993-116J.995, and this policy, the state statute shall control. "Business Subsidy" means a grant, contribution of personal property, real property, infrastructure, the principal amount of a loan at rates below those commercially available to the Recipient, any reduction or deferral of any tax or any fee, any guarantee of any payment under any loan, lease, or other obligation, or any preferential use of government facilities given to a business.

Business Subsidy does not include the following:

a. assistance of less than $25,000;

b. assistance that is generally available to all businesses or to a general class of similar businesses,such as a line of businesses, size, location, or similar general criteria;

c. public improvements to buildings or lands owned by the City or MCDA that serve a public purpose and do not principally benefit a single business or defined group of businesses at the time the improvements are made;

d. redevelopment property polluted by contaminants as defined in Minnesota Statutes, §116J.552, subd. 3;

e. assistance provided for the sole purpose of renovating old or decaying building stock or bringing it up to code and assistance to designated historic preservation districts, provided that the assistance is equal to or less than 50 percent of the total cost;

f. assistance to provide job readiness and training services if the sole purpose of the assistance is to provide those services;

g. assistance for housing;

h. assistance for pollution control or abatement, including assistance from a Tax Increment Finance

i. assistance for energy conservation;

j. tax reductions resulting from conformity with federal tax law;

k. workers' compensation and unemployment compensation;

l. benefits derived from regulation;

m. indirect benefits derived from assistance to educational institutions;

n. funds from bonds allocated under Minnesota Statutes, Ch. 474A, refunding bonds and 501(c)(3) bonds;

o. assistance for a collaboration between a Minnesota higher education institution and a business;

p. assistance for a tax increment financing soils condition district as defined under Minnesota Statutes, §469.174, subd. 19;

q. redevelopment when the Recipient's investment in the purchase of the site and in site preparation is 70-percent or more of the assessor's current year's estimated market value;

r. general changes in tax increment financing law and other general tax law changes of a principally technical nature;

s. federal assistance until the assistance has been repaid to, and reinvested by, the City or MCDA;

t. funds from dock and wharf bonds issued by a seaway port authority;

u. business loans and loan guarantees of $75,000 or less; and

v. federal loan funds provided through the U.S. Economic Development Administration.

"Recipient" means any for-profit or nonprofit business entity that receives a Business Subsidy. A nonprofit business entity with 100 or fewer full-time equivalent positions or with a ratio of highest to lowest paid employee that does not exceed ten to one, determined on the basis of full-time equivalent positions, is not considered to be a Recipient.

2. The Recipient of a Business Subsidy must create (or, in cases where job loss is specific and demonstrable – retain) at least one full-time living wage job per $25,000 of Business Subsidy. A living wage job means a job that pays the lesser of a) the union wage scale where a collective bargaining agreement is in effect; and b) a wage level equivalent to at least 110% of the federal poverty level for a family of four. However, Recipients that provide employer-paid Basic Health Insurance, as defined below, are considered to be providing a living wage job if the job pays a wage level equivalent to at least 100% of the federal poverty level for a family of four. "Basic Health Insurance" is defined as: a. employer 100% premium payment for individual coverage or 80% premium payment for family coverage; b. employer minimum payment of 80% for office visits, emergency care, surgery, and prescriptions; c. a maximum yearly deduction of $1,000; and d. maternity coverage.

3. But if, after a public hearing, the creation or retention of jobs is determined not to be a goal, the wage and job goals may be set at zero. In such cases, the City or MCDA shall identify measurable, specific and tangible non-job goals related to the public purpose(s) for the Business Subsidy. Increasing the tax base may not be the sole public purpose. Job retention may only be used as a public purpose in cases where job loss is specific and demonstrable.

4. The City or MCDA may deviate from the wage and job criteria in paragraph 2 by documenting in writing the reason for the deviation and attaching a copy of the document to the next annual DTED report.

5. MCDA and the Minneapolis Employment and Training program (METP) shall have an overall goal that 60% of new jobs created under this policy will be held by City residents. MCDA and METP shall set an annual target for the number of city residents hired into living wage jobs. It is expected that all assisted businesses will have a target. MCDA and METP shall recommend annual increases in this target and additional funding for training and job skill development programs, and other programs to remove impediments to holding a job like lack of child care to help meet these targets. MCDA and METP will meet quarterly to review progress toward these goals. They will provide to the appropriate City Council and MCDA committees annual progress reports. MCDA and METP shall work with assisted businesses to achieve these goals and targets. These jobs should be advertised to the entire community (including low-income people) through community-sponsored organizations and/or job linkage programs.

6. The City will focus its job creation and retention assistance at businesses that demonstrate a clear and ongoing commitment to the community by providing living wage jobs to their employees and to residents where applicable by giving priority to those businesses over businesses that have not traditionally paid living wages.

7. All other things being equal and to the extent legally possible, the City will give preferential status for job creation and retention assistance to businesses that engage in responsible labor relations. Responsible labor relations are defined as neutrality on union organizing, providing a complete and accurate list of names and addresses of employees, reasonable access to employees and facilities during non-working periods, voluntary recognition based on a card check demonstrating that a union represents a majority of employees in a bargaining unit, and binding arbitration on the first contract.

8. MCDA and METP will report to the City annually on compliance with this policy (including any complaints received regarding non-compliance).

9. Work presently being performed by City employees may not be contracted out unless the contractors pay employees performing that work a living wage or the current City wage and benefits for similar work, whichever is higher.

10. To the extent legally possible, City contracts awarded for service will, beginning in 1997, be awarded to contractors who pay at a minimum a living wage for employees performing that contracted service.

11. The City acknowledges the need for job readiness services for some City residents who face serious social and economic barriers to employability. Many of these residents need to establish a stable work history before they are able to move on to living wage jobs.

12. The City will work with the Metropolitan Council and other appropriate state and regional agencies and the legislature to promote common standards for job creation and retention assistance by public development agencies throughout the region.

13. Although our primary focus in this policy is the creation of living wage jobs where public assistance is received, Minneapolis cannot achieve its economic development goals without a trained and work-ready workforce and adequate day care. The City will commit to assist area businesses to obtain trained and work-ready employees and to facilitate access to child care.

14. The City adopts the attached administrative guidelines to implement this policy and state statutory requirements.

15. Because job readiness is a primary challenge to the success of any wage initiative, and because it is of importance to the residents of the City as well as to businesses that develop here, the City Council directs METP to report annually on current job readiness, training and apprenticeship activities.

16. The City and MCDA shall strive to include appropriate living wage and hiring goals in job linkage agreements for job creation projects and programs that would otherwise not be covered by this policy, but such projects and programs shall not be subject to the recapture requirements in Minnesota Statutes, section 116J.994, subd. 6.