



**ECONOMIC DEVELOPMENT AUTHORITY
MEETING AGENDA**

OCTOBER 10, 2022 @5:30 P.M.

Arlington Community Center - Council Chambers

1. Call to Order
2. Pledge of Allegiance
3. Approval of Agenda
4. Approval of Minutes
 - A. September 12, 2022
5. Approval of Reports
 - A. September Financial Report
6. New Business
 - A. Opening Bids for Swenson Property
 - B. Approve/Deny \$80,500 for redevelopment at DMI (Deed Redevelopment grant match)
 - C. Discussion on future of EDA
 - D. 2023 goals
 - E. Tiny Homes Policy
7. Old Business
 - A. Dog Park update
 - B. Amba Homes update
 - C. CAD Properties update
8. EDA Director update on businesses and housing
9. Director and Board Comments
10. Adjourn



ECONOMIC DEVELOPMENT AUTHORITY

MEETING MINUTES

SEPTEMBER 12, 2022 @ 5:30 P.M.

Arlington Community Center-Council Chambers

1. Call to Order-Meeting was called to order by Menk at 5:30pm.
2. Pledge of Allegiance-All stood for the Pledge of Allegiance

Members Present-Kurt Menk, Tim Kloeckl, Joe Morgan, Howard Brinkman, Larry Sorenson, Dean Bergerson

Members Absent-Matt Scharpe

Staff Present-City Administrator/EDA Director Amy Newsom

Guests Present-

3. Approval of Agenda-Kloeckl made a motion to approve the agenda. Bergersen seconded. Motion carried.
4. Approval of Minutes-Bergersen made a motion to approve the following minutes.
 - A. August 8, 2022
Kloeckl seconded. Motion carried.
5. Approval of Reports-Kloeckl made a motion to approve the following report.
 - A. August 2022 Financial Report
Sorenson seconded. Motion carried.
6. New Business
 - A. Advertisement for Bids (Swenson Property)-Newsom put the Swenson Property out for bids. Bids will be opened at the October meeting.
 - B. Budget- Morgan is looking at wages-EDA was against cutting the budget.**

7. Old Business

- A. AMBA Homes housing development-waiting on final plat-received Monday, September 12. Council is expected to approve on October 17th during their meeting.
- B. Dog Park update/closing out SMIF grant-Need to close out the grant end of September. Need to get signs put up and photo op done. Brinkman heard that there is dog excrement out there already. Unsure if the final gate has been installed yet.
- C. AJH Properties (Former Nickel Property)-Menk reported that Hoff has not provided proof of 5 FTE's and \$100,000 building. Attorney Arneson provided the EDA with 4 options to proceed. Options are:
 1. Give Hoff a further deadline to provide more information. Arneson's deadline was August 31.
 2. Decide he is "close enough" and close the issue. This would not set a very good precedent for future developments.
 3. Have me make a formal demand that he pay the balance of the land market price, and sue him if he does not.
 4. Discuss the future of the project with Hoff and Siwek. If Hoff cannot pay the construction costs, he is going to lose the land eventually anyway. To speed up the transition, the parties could possibly agree on an exit strategy. This might involve our holding our holding off on the demand for market price for an agreed time, to hold open the possibility a new owner could achieve the development targets.

Questions were brought up regarding Tony Hoff. EDA questioned if he could provide proof of how he is going to pay, if he has the capability. Bergersen also stated that he does not have a good track record and doesn't feel that he can fulfil the contract. Brinkman made a motion to give an extension to Tony Hoff until April 25, 2023. Morgan seconded. Motion carried with a 5-1 vote with 1 absent.

8. EDA Director update on business and housing

- CAD Properties Corp-The EDA is working with them on six new units.
- Interest in Cemstone property-Newsom was contacted by someone interested in the purchase of the Cemstone property.
- **Newsom reported that Siwek is paving the road at the new villas.**

9. Director and Board Comments

- DMI Celebration Party September 17 at 300 3rd Ave SW

10. Adjourn-Kloeckl made a motion to adjourn the meeting at 6:34pm. Bergersen seconded. Motion carried.

EDA Director Amy Newsom

EDA President Kurt Menk

Tiny Home's Policy

Purpose

The City of Arlington seeks to take steps to pursue innovative housing types and creative housing programs to help meet existing and future housing needs.

Definitions

Accessory Building- A subordinate building or portion of the main building which is located on the same lot as the main building and the use of which is clearly incidental to the use of the main building

Primary Building- A principal or main building which; occupies the major or central portion of a lot; is the chief or main building on a lot

Tiny Home- A dwelling that is 576 square feet or less.

Fixed in Place- Permanent structures built on a foundation, either as site-built or as prefabricated modular.

Tiny Houses on Wheels- Structure that may be assembled on a chassis with wheels and lack permanent foundations.

Regulations

The following are tiny home regulations in accordance with the standards of this section:

- (a) must be between 140 sq ft to 576 sq ft;
- (b) minimum width of 8ft;
- (c) minimum height of 13ft;
- (d) Tiny Home that is Fixed in Place shall be placed on a permanent foundation which is defined as a floating slab with a rodent inhibiting barrier extending to a depth of at least one (1) foot below the average grade.
- (e) Interior Lot: Minimum area 3,000 sq ft, Minimum lot width 30ft
- (f) Corner Lot: Minimum area 4,000 sq ft, Minimum lot width 40ft
- (g) Tiny Home that is Fixed in Place must connect to City Utilities (water and sewage)
- (h) Tiny Houses on Wheels can either be able connect to City Utilities or have a compost toilet, or both
- (g) Tiny houses constructed as a manufactured home must comply with U.S. Department of Housing and Urban Development (HUD Code).

Standards

The applicant shall establish, by submittal of a plot plan, photograph(s), and other pertinent data that:

- (a) The establishment, maintenance, location, and operation of the proposed use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare.

- (c) The proposed tiny homes will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes permitted, nor substantially diminish or impair property values within the neighborhood.
- (d) The establishment of the proposed homes will not impede the normal and orderly development and improvement of surrounding property for uses permitted in that district.
- (e) Any illumination or drainage shall be contained on site and directed away from abutting properties.
- (f) Tiny Homes used as dwelling units must comply with the Minnesota Building Code.
- (g) If Tiny Homes are being built for Rental Use, then the owner or developer can build more than one Tiny Home on a lot as long as they meet the lot requirements in this policy. If the Tiny Homes are being sold, then the owner or developer will need to subdivide the lot.
- (h) If any Tiny Home is not being developed as a primary building, then the Tiny Home will be considered an accessory dwelling unit and must comply with the accessory dwellings standards layout in the City of Arlington Zoning Code.
- (i) No home shall encroach or be built into an easement.
- (j) Tiny Houses on Wheels that are self-propelled vehicles or trailers equipped as temporary human living quarters need a license and title issued by the Department of Transportation.
- (k) Tiny Homes that are fixed in place and on wheels, are permitted in R-1 One Family Residential, R-2 One & Two Family Residential District, R-3 Multiple Family Residential and R-MH Manufactured Home Residential Zoning Districts and are required to meet the setback and parking regulations of each Zoning District.

Administrator Action

Before approving an application, the City of Arlington shall recommend reasonable adjustments including, but not limited to, items concerning utilities, drainage, noise, landscaping, and maintenance thereof, lighting, access, egress, screening of accessways to ensure that authorization of the proposed exception is consistent with the standards found.



ECONOMIC DEVELOPMENT AUTHORITY 2022 EDA Goals

1. Business and Industrial Development Goals

- a. Sell parcels of land owned by the EDA
- b. Work with P&Z on creating an Orderly Annexation
- c. Work to attract specific businesses to town - i.e., meat market, pharmacy
- d. Focus on Main Street/sell existing businesses - i.e. - bakery
- e. CR 166 expansion
- f. Work to bring motel to town

2. Housing Goals

- a. Work with developers on low-income housing as directed by City Council
- b. Continue to encourage new housing development in town

3. Marketing Goals

- a. Completion of dog park

