



City Council Annual (2012) Workshop Report 2011 Accomplishments

Planning Department

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The Planning Department began 2011 with two full-time employees (Brian C. Peterson AICP, Planning Director, Steve Kohn, Assistant Planning Director), and one employee at 60 Percent (Leanne Knott, GIS Specialist). Leanne shared 40 Percent of her time assisting the Council Administrator with special projects. In July, the department was moved from the Community Development Building into City Hall and in September, the Building Official was moved into the Planning Department and the GIS Specialist was moved into the IT Department. Steve Kohn began enforcing the Junk Ordinance in September and the Building Official, Frank Peterson, became part of the Planning Department. Beginning in 2012 the Planning and Building Department will have three full-time employees. In approximately March of 2012, the Office Clerk/Receptionist for City Hall will be part of the Planning and Building Department and will be supervised by the Building Official.

2011 Major Accomplishments:

1. **Land Use Permitting:** Processed 158 zoning and other land use permit applications in 2011 (See Attached Table).
2. **EPA Brownfield Grant Administration:** The City was awarded two \$200,000 EPA Brownfield Community Assessment Grants in 2010. In 2011, all of the program set up was completed; a substantial amount of the GIS Mapping work was completed; the Public Outreach Program was accomplished; 14 Property Eligibility Determinations were completed; and (1) Phase I Environmental Assessment was completed. Funding for the program will go through 2013.
3. **Grant Funding** – Planning coordinated the grant application and administrative process for several successful funding requests in 2011 including; a \$8,000 Mn/DOT Landscaping Partnership Program Grant that involved a \$30,000 Red Wing In Bloom Landscaping Project; \$100,000 Sheldon Theatre Masonry Restoration Grant; \$4500 Grants for Oakwood Cemetery Historic Nomination; and two grants totaling \$6,500 from the Statewide Health Improvement Program.
4. **MnDOT Municipal Solicitation Program** - The Planning Department partnered with the Engineering Department to write a preliminary and final application for a special funding solicitation in the amount of \$1,100,000 to be used in FY2015 for improvements to the roadway and intersections along T.H. 61 (Main Street) in downtown Red Wing. Improvement to the intersections is one of the major action steps listed in the adopted Downtown Action Plan.
5. **Complete Streets Policy and implementation** – The Complete Streets Policy Resolution was adopted in January of 2011 and the Bicycle and Pedestrian master Plan was adopted as an amendment to the City's Comprehensive Plan in November of 2011.

Other Noteworthy 2011 Projects:

1. Provided staff support with Public Works to the Sustainability Commission
2. Provided staff support to Planning Commission and HPC
3. Assumed responsibility for junk code enforcement in September of 2011
4. Managed the process that led to the establishment of a Moratorium on Silica Sand Mining Operations
5. Worked with HRA on the review and development of the proposal to redevelop the Elks/Zibble Buildings into a new housing development
6. Involved with the Mississippi National Golf Links Proposal to sale including the development of maps and property information; involvement with the road easement issue; legislative efforts; and development of public information
7. Participation on the Airport Zoning Task Force
8. Development of the Red Wing Marine Motor Museum Lease
9. Participation with Public Works on the sale of the Maple Street Property
10. Coordination of the parking request by Red Wing Shoe and ADM for Plum Street
11. Development of policy statement concerning the replacement of the Mississippi River Bridge
12. Researched and Presented Language for zoning text amendments including outdoor signs at the Athletic Field; Building Height; Accessory Building Design; Variance Regulations; and Design Standards
13. Developed State of the City Report incorporating 2010 census information
14. Coordination of storm water utility appeal process
15. Drafted a Development Review Guideline and Flow Chart as part of a process to streamline the development review process
16. Finalized the Upper Harbor Conservation Easement
17. Collaboration with Live Healthy Red Wing Committee including the completion of the Riverfront Bike Route on Levee Road; and development of trail signage systems at Memorial Park and the Billings/Tomfohr Conservation Area
18. Researched Solar and Wind Regulations
19. Involvement with development of CIP
20. Support for 2011 Preservation Week Activities and Awards
21. Oakwood Cemetery Historic Register Nomination Process
22. Worked on proposed South End Historic District Designation
23. Coordinated efforts to historically evaluate the Water Works/Dog Pound as a National Register Site
24. Coordinated the "Official Best Of" Designation: Red Wing was named the Official Best Historic Town in Minnesota in 2011
25. Conducted a survey/assessment with the Engineering Department regarding the Mendota to Wabasha Military Road: project related to the removal of two bridges along the closed portion of the Cannon Bottom Road
26. Developed a landscape plan for the new Transit Hub/Park & Ride; completed two agreement amendments for the project
27. Coordinated Bench Donation Program with benches installed at Bay Point Park, Vogel Harbor, and Pottery Pond
28. Completed Recodification of 80% of Zoning
29. Provided staff support to DTMS Design committee and Business Development committee
30. City department mapping and data support, including Planning, Engineering, Police, Fire, Public Works, and Administration
31. Provided GIS support for EPA Brownfield Grant Project
32. Provided GIS support for Bicycle and Pedestrian Master Plan
33. Provided GIS support for recreational trail maps
34. Continued to coordinate with Goodhue County GIS staff including taking monthly delivery of parcels
35. Further developed GIS web applications in preparation for migration to Flex API platform

Red Wing Planning Department: Land Use Permit History

January 6, 2012

<i>Permit Type</i>	<i>2000</i>	<i>2001</i>	<i>2002</i>	<i>2003</i>	<i>2004</i>	<i>2005</i>	<i>2006</i>	<i>2007</i>	<i>2008</i>	<i>2009</i>	<i>2010</i>	<i>2011</i>
Annexation	0	0	1	3	0	0	1	1	0	0	0	0
Access Closure	*	*	*	*	1	0	0	0	0	0	0	0
Bed and Breakfast	1	1	0	0	0	0	0	0	1	1	0	0
Boulevard Permit	*	*	*	*	*	2	0	1	0	0	1	0
Certificate of Compliance	23	65	57	62	62	49	48	57	52	32	27	35
Combination (lots)	*	*	*	*	*	*	*	*	*	*	*	1
Code Enforcement	*	2	20	25	33	4	23	32	12	30	12	28
Conditional Use Permit	3	14	16	6	10	11	7	10	4	8	10	5
Conservation Easement	*	*	*	*	*	*	*	2	1	0	1	1
Environmental Assessment	0	1	1	0	0	0	2	0	0	3	0	0
Easement Grant	*	*	*	*	*	*	*	*	*	*	*	3
Encroachment Permit	*	*	*	*	3	0	1	1	0	0	0	0
Easement Vacation	*	*	1	2	5	3	4	6	2	1	1	3
Flood Plain Determination	*	*	3	2	0	1	1	0	1	0	2	0
Final Plat	3	3	1	6	5	7	1	3	2	0	1	1
Grading Permit	9	23	8	10	18	6	6	6	7	2	0	4
Heritage Pres. Permit	14	20	16	19	21	17	7	16	12	15	12	10
License Agreement	0	0	1	0	0	0	0	0	0	0	0	0
Land Division Correction	0	0	1	1	1	2	0	0	0	0	1	0
Limited Use (MnDOT)	0	0	1	0	0	0	0	0	0	2	1	1
Misc. Work Permit (MnDOT)	0	0	1	0	0	0	0	0	0	0	0	0
Minor Subdivision	1	9	8	14	8	4	5	5	6	8	4	0
Other Permits	0	5	0	0	4	1	0	2	0	1	2	6
Park Land Acquisition	*	*	*	*	*	*	1	0	1	0	0	0
Park Land Vacated	*	*	*	*	*	15	0	1	0	0	0	0
Plan Commission Review	*	*	*	*	*	*	*	*	*	*	17	11
Planned Unit Development	3	5	2	6	4	5	3	4	1	0	1	0
Plan Amendment	1	3	2	0	2	2	1	2	4	5	0	2
Preliminary Plat	2	2	2	5	4	4	1	1	0	0	0	1
Resubdivision	5	10	12	5	15	7	8	9	8	8	9	9
Rezoning	7	7	5	10	12	9	6	6	1	2	1	5
Sign Permit	31	39	51	44	40	29	38	39	24	33	27	20
Street Vacation	*	*	3	3	2	0	4	1	1	0	0	0
Text Amendment	1	2	3	3	2	3	6	6	2	3	1	5
Variance	17	24	17	16	11	16	15	3	12	10	7	9
Zoning Appeal	1	1	0	0	3	1	1	1	0	0	1	2
Total Permits	122	236	233	242	266	198	190	215	154	164	139	158

* Permits Not Tracked