
Meeting Announcement and Agenda of the Cambridge Planning Commission
City Hall Council Chambers
Regular Meeting, Tuesday, January 2, 2018, **7:00 pm**

Members of the audience are encouraged to follow the agenda. When addressing the Commission, please state your name and address for the official record.

AGENDA

1. Call to Order and Pledge of Allegiance
2. Approval of Agenda (p. 1)
3. Approval of Minutes
 - A. December 5, 2017 Regular Meeting (p. 3)
4. Public Comment: For items not on the agenda; speakers may not exceed 5 minutes each.
5. New Business
 - A. **PUBLIC HEARING** - Variance request for 237 Cypress St. S. for extra impervious surface Brandy Herbst (p. 10)
 - B. **PUBLIC HEARING** - Variance for Joy Lutheran Church, temporary RV living (p. 23)
 - C. **PUBLIC HEARING** - Places of Worship Ordinance Amendment (p.34)
 - D. Comprehensive Plan - Review of Chapters 1-3 (Goals) (p.40)
6. Other Business/Miscellaneous
 - A. City Council Update
 - B. Parks, Trails, and Recreation Commission (PTRC) Update
7. Adjourn

Notice to the hearing impaired: Upon request to City staff, assisted hearing devices are available for public use.

Accommodations for wheelchair access, Braille, large print, etc. can be made by calling City Hall at 763-689-3211 at least three days prior to the meeting.

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PLANNING COMMISSION MEETING MINUTES

Tuesday, December 5, 2017

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Planning Commission was held at Cambridge City Hall, 300 – 3rd Avenue NE, Cambridge, Minnesota.

Members Present: Mike Stylski, Brandon Grell, Bob Erickson, and Robert Nelson.

Members Absent: Chad Struss (Excused), Kersten Barfknecht-Conley (City Council Representative) (Excused), and Julie Emmel (Unexcused).

Staff Present: Community Development Director Westover; Community Development Administrative Assistant Carri Levitski joined the meeting at 7:13 pm.

CALL TO ORDER and PLEDGE OF ALLEGIANCE

Stylski called the meeting to order at 7:00 pm and led the Pledge of Allegiance.

APPROVAL OF AGENDA

Grell moved, seconded by Nelson to approve the agenda as presented. Motion carried unanimously.

APPROVAL OF MINUTES

November 7, 2017 Regular Meeting Minutes

Nelson moved, seconded by Grell to approve the November 7, 2017 meeting minutes as presented. Motion carried unanimously.

PUBLIC COMMENT

Stylski opened the public comment period at 7:02 pm and without any comments, closed the public comment period at 7:03 pm.

NEW BUSINESS

Auto Dealerships – Zoning Restrictions and Performance Based Standards

Westover stated the Planning Commission has had discussions on potential business restrictions on March 2, 2016, May 3, 2016, October 3, 2017, and November 7, 2017. This meeting is continued to further discuss the issue with the interested parties including the Downtown Task Force Committee and Auto Dealership Business Owners. Westover explained she had invited all parties to this meeting.

Westover stated that at the November 7, 2017 meeting, the Commission asked staff to bring back information from the City Attorney on the existing Interim Use Permits (IUP's) in the B-1

Downtown Business District (currently Valder's Vehicles and Kevin Wudel's North Metro Auto Sales). Westover stated if the current zoning code is changed to no longer allow auto dealerships in the B-1 Downtown district, the existing businesses operating under an IUP would not be able to renew their IUP. However, language can be added to the zoning code to expressly allow continuation of those specific IUP's through an extension request.

Westover stated in addition, a moratorium can be adopted by ordinance. A moratorium would suspend any new auto dealership to open in Cambridge until the moratorium is removed. This would allow the Planning Commission and City Council more time to fully review the issues, if needed. The City Council needs to approve a moratorium. If the Planning Commission wishes to go forward with this, then staff can present to Council as a recommendation and bring back an ordinance to a future Council meeting.

Westover explained City staff had started to explore the idea of limiting the number of certain businesses because of the negative feedback from residents regarding the amount of certain businesses in Cambridge. Now with the recent feedback from the Planning Commission regarding 140 1st Ave W (Wudel's auto sales request) and the Discover Downtown Cambridge Committee on revitalization efforts, this discussion is being heard again. In addition, the Comprehensive Plan update was completed last spring therefore the discussion can continue.

Westover added the reason staff are discussing this now is to be proactive in shaping the future of our city. Other cities have had similar discussions after problems arose.

Westover stated she had a discussion with City Attorney Jay Squires on the legalities of such limitations. Squires explained there is more ability in State Statutes to limit thrift stores/second hand stores and it is more common for cities to limit these. Used car dealerships are different and the city could look at more performance based standards (stronger standards if we choose. Standards could include: lot size minimums, traffic flow, parking (only one use per lot (no secondary business on a lot), separation (3,000 ft. from another), reduce blight, etc. Reasons for this can include: building value, aesthetics, and a diverse economy.

Westover referred to feedback gathered from other cities regarding auto dealerships. If cities have decided to restrict auto sales, they have done as our City Attorney has advised. They have limited the automobile sales in certain zoning districts and/or required a Conditional Use Permit or Interim Use Permit. Some cities have created stronger standards like a minimum lot size of 1, 2 or 4 acres. Woodbury only allows auto sales in a warehouse and industrial zoning district through a Conditional Use Permit and requires all vehicles for sale to be housed indoors (no outdoor storage of any kind allowed). Shakopee has decided to not allow any newly formed used car dealerships to start in their city. Shakopee had a concern with 13-15 used car dealerships and their population is 40,610. For comparison purposes, Cambridge has 10 car dealerships and the population is 8,749.

Westover stated the current Cambridge code requires that the lot width for any automobile sales use be 100 foot minimum. It does not specify the requirements for the remaining lot size standards. Therefore, the lot can be a very small triangle with a 100' width at the front. Cambridge currently has an auto dealership with this lot scenario. The property is struggling to come into compliance with the rest of the regulations because the lot is not conducive to an auto dealership. The lot is in the B-2 district and automobile sales is permitted.

Grell asked if a moratorium was put in place, would this require all auto dealerships to come into compliance with performance standards that the city has set.

Westover stated a moratorium would set a suspension of any auto dealerships coming into the city and existing dealerships are dealt with code enforcement remedies at this time.

Nelson had questions regarding the zoning map for B1 Downtown Fringe District; B2 Highway Business District, and BT Business Transition District. Westover defined the Business Transition (BT) District as areas the city has identified as residential at the present but because they are along main thoroughfares, the city sees this becoming commercial rather than residential in the future.

Nelson posed questions regarding the B1 zoning district, the B2 zoning district and B1 Downtown Fringe zoning district. Westover replied staff has discussed making Buchanan Street as the cut off for B1; however, at this time, the railroad tracks have been the dividing line between different zoning districts.

Westover asked the Commission if they would like the business owners to discuss how they would be affected by removing auto dealerships from the downtown zoning district.

Erickson asked for clarification on the purpose of moving just two dealerships out of the downtown district. Westover explained presently if there are no changes made, anyone can come in and request an IUP for an auto dealership. The Downtown Task Force is trying to redirect and refocus downtown with new, fresh businesses. There is a code the City has to abide by and the City has to review the IUP requests legally. The Planning Commission and City Council are tasked with looking at the city code and what is before us. The Downtown Taskforce has a vision of what they want to see downtown develop into.

Erickson replied this vision could be years away. Erickson said he liked the idea of a moratorium to allow the Downtown Task Force time to develop their vision of the downtown area.

Nelson made a motion, seconded by Erickson, to recommend to the City Council to place a moratorium on new auto dealerships in the B1 and the B1A zoning districts.

Stylski stated a full building is better than an empty building. Both auto dealerships are well run and kept neat. He is in favor of allowing the auto dealerships to run their businesses out of these districts until an investor comes along, invests in a piece of property and opens up a business, as long as it is well run and operated by the rules.

Erickson stated by limiting it to B1 and B1A districts, there still is an opportunity to start an auto dealership in the city. And it will allow the Downtown Taskforce to come up with something tangible.

Grell asked if there are any codes staff would like to see changed regarding auto dealerships. Westover would like to look at the codes regarding requiring a larger lot size. There are several small lots with a lot of cars crammed on the lots. Currently the code requires a 100 foot width at the street and the rest of the property can be small and not conducive to selling cars.

Jeremy Ellingson, 506 4th Ave NW, Cambridge, and also a local real estate agent in Cambridge, stated he has been a part of the Downtown Task Force for two years and stated the taskforce's focus is reviving downtown by establishing policies and procedures that fit the vision of redeveloping downtown in the B1 and B1A zoning districts. Ellingson stated changes do not happen overnight but as they look ahead to the future, specialty shops selling ice cream, jewelry and candles, etc., are examples of what they see revitalizing downtown rather than auto dealerships. Ellingson stated once the current IUPs expire for the auto dealerships, will the City continue to renew these IUPs or turn the focus to refurbishing the downtown area. Ellingson agrees a busy building is better than an empty building but wishes the City Council will hold businesses to the guidelines that are originally established rather than loosening up these regulations. Ellingson desires all businesses to thrive in Cambridge but would like to see progress made toward reviving downtown with businesses that appeal to everyone and draw shoppers to the downtown ring.

The Commissioners discussed whether a deadline could be put in place if a decision to place a moratorium on new auto dealerships in the B1 and B1A zoning districts.

Westover stated she believed a moratorium would be in place until it was lifted by the City Council but she would need to consult with the City attorney.

The motion failed with Stycki and Grell voting nay.

Westover asked if the Commissioners wanted staff to bring an ordinance amendment back to the Planning Commission to address some of the current issues. She also asked if there were any changes to the zoning districts they would like to see.

Stylski confirmed if an opportunity comes along in the future that would necessitate a change whether they could come back to the Planning Commission with those changes at that time.

Stylski made a motion, seconded by Grell to request staff to bring to Planning Commission next month an ordinance amendment with changes to the code and leave the zoning districts as is.

Erickson asked for clarification on the changes to the code. Westover gave an example of possibly changing the required lot size to a minimum of an acre rather than a 100 foot minimum at the street. Erickson replied the City should enforce the code not change it. Stylski agreed with Erickson.

Stylski withdrew the motion to request staff to bring to Planning Commission next month an ordinance amendment with changes to the code and leave the zoning districts as is.

Westover asked the Commissioners if their desire was to leave everything as is.

Stylski made a motion to make no changes to the code regarding auto dealerships and leave B1 and B1A zoning districts at this time. Motion died for lack of second.

Erickson stated the Commissioners are all in agreement to leave things as they are for now.

Places of Worship and Exterior Materials Discussion

Westover explained two recent requests for potential new "churches" have been brought to the City's attention. They have both asked about exterior material requirements. The current city code is silent on specific requirements for places of worship.

Westover stated places of worship are allowed in both the city's residential and commercial zoning districts. New dwellings in residential districts are required to have a residential appearance (i.e. vinyl, asphalt roof, pitched roof, etc.). New buildings in commercial districts are required to have specific commercial exterior materials (brick, rock face block, stone, finished pre-cast panels, glass, or stucco). One question for the Planning Commission is whether or not the city should allow a vinyl exterior for a place of worship, or should commercial standards should be required?

Westover stated staff discussed this issue and determined that, for the time being, until the Planning Commission and Council can discuss, places of worship would be considered commercial use and therefore need to adhere to the commercial exterior standards.

Westover stated since the city code does not define exterior materials for places of worship, the concern is that other requests for materials, like steel or plain block, would be requested. Our current commercial standards do not allow steel, plain block, etc. Our residential standards aren't specific either; the code states that residential structures shall have a residential appearance including a residential type siding and

roofing materials (which staff interprets as typically vinyl or other hardy board type siding and asphalt or steel roof).

Westover explained places of worship are currently in limbo and staff is looking for an opinion from the Planning Commission to move forward. Exterior materials are the main issue at this time. Other items such as signage, lot coverage, and accessory buildings are also items of concern. In addition, the definition of Place of Worship should be better defined to meet today's standards.

Westover asked the Commission to discuss the draft ordinance and direct staff on how to proceed with any language amendments to the city code. If discussion leads to specific code language amendments, then staff will bring back an ordinance for public hearing in January.

Westover stated the current requests are both located in the residential districts and the city code does not have specific language addressing building materials allowed.

Nelson discussed the different building material options available to places of worship constructed in residential zoning districts.

Westover stated a place of worship is considered by the City staff to be a commercial structure and not a residential structure. Westover stated we are trying to increase the aesthetics of buildings in Cambridge and are looking for some guidelines from the Commission.

Westover suggested staff create a separate section for Places of Worship and could allow different regulations than the current commercial standards. Nelson pointed out that sanctuaries are built differently than the classrooms and offices that are attached to these types of buildings. Westover stated staff has the discretion of allowing exterior building materials if the intent of the ordinance is being followed. The commissioners discussed with more schools becoming part of places of worship, the use of and dynamics of these buildings have changed significantly and new options will more than likely be requested in the future.

Erickson asked about the difference of signage regulations in residential and commercial districts. Westover stated larger signs are allowed in commercial districts than in residential districts. Height restrictions of 30 feet, to allow steeples for places of worship, were also discussed. Westover was asked to address these requirements and bring back to the Commission.

Styskli requested staff to bring back to the Planning Commission a draft ordinance of exterior building requirements and other requirements for Places of Worship at the next meeting. Other Commissioners confirmed.

Public Hearing: Variance Request for 237 Cypress St. S. for extra impervious surface Brandy Herbst

Chairman Stylski recused himself from this agenda item due to a conflict of interest as Stylski is a neighbor of Brandy Herbst. By doing so, only three Planning Commission members were in attendance and a quorum was not met so the Commission did not hold a public hearing.

This item will be placed on the January 2, 2018, Planning Commission meeting agenda and placed on the January 16, 2018, City Council meeting agenda since the City Council will not be meeting on December 18, 2017.

The City Attorney will be consulted regarding this situation and the need for a Public Notice.

OTHER BUSINESS / MISCELLANEOUS

City Council Update

Westover updated the Commission on the previous City Council meeting.

Parks, Trails, and Recreation Commission Update

Westover updated the Commission on the previous Parks Commission meeting.

ADJOURNMENT

Erickson moved, seconded by Nelson, to adjourn the meeting at 8:15 pm. Motion carried unanimously.

Mike Stylski
Cambridge Planning Commission Chair

ATTEST:

Marcia Westover
Community Development Director/City Planner

**5A Planning Commission
Variance Request to Exceed Impervious
Surface Maximum Amount
237 Cypress St. S.**

January 2, 2018

Author: Carri Levitski

**PUBLIC HEARING...VARIANCE REQUEST TO EXCEED IMPERVIOUS SURFACE
MAXIMUM AMOUNT**

Overview

In July, 2017 the owner of the property at 237 Cypress St. S., Brandy Herbst contacted staff asking questions about installing additional concrete to expand their driveway. At that time, staff requested Ms. Herbst to submit a site plan showing where she intended to install the new portion of driveway so we could review it along with reviewing the impervious surface lot coverage. Staff did not receive a site plan and the work commenced without proper approvals.

Staff received a complaint that the new portion of driveway was closer than five feet to the property line and our building inspector, Matt Small was out to the property on July 27, 2017. At that time he could not determine where the property stakes were and we requested a surveyor come out to mark the property pins.

Matt and I went back out to the property on August 21, 2017 after the property pins were located by a surveyor and we verified the newly installed portion of the driveway was closer than five feet. At this time, I noticed there was quite a bit of impervious surface on the property. I told Ms. Herbst that I would follow-up with her once I was able to do an approximate calculation of impervious surface.

On August 22, 2017 I sent Ms. Herbst an email letting her know that staff estimates the property to be 32% covered with impervious surface and they needed to remove concrete in order to be below the maximum amount of 30%.

September 12, 2017 we sent a letter to Ms. Herbst explaining the background and history of the issue and instructed Ms. Herbst to remove 503 square feet of impervious surface along with meeting the setback requirements on the west side of her property or staff would need to pursue legal action. We stated in the letter that if Ms. Herbst did not agree with our calculations, she would need to have the property surveyed to determine the correct amount of impervious surface. Ms. Herbst contacted staff and the soonest a surveyor could be out to the property would be the middle of October.

On October 19, 2017, staff received the survey which determined the property has a total of 8,072 square feet of impervious surface which equals 34.1%. In order to meet 30% impervious surface, the owner would need to remove 961.4 square feet of impervious surface.

On October 23, 2017 staff received a zoning application requesting a variance to allow the property to exceed the impervious surface maximum amount.

The purpose of the variance process is to review applications on a case by case basis

**5A Planning Commission
Variance Request to Exceed Impervious
Surface Maximum Amount
237 Cypress St. S.**

January 2, 2018

to determine whether relief may be granted from unforeseen particular applications of the zoning code that create practical difficulties. In considering an application for a variance, the Planning Commission shall recommend the approval of the variance only upon the finding that an application complies with the standards set forth below:

1. *General Standard.* No variance shall be granted unless the applicant shall establish that conforming to the strict letter of the provisions of this chapter would create practical difficulties.

Staff finds that conforming to the strict letter of the provisions of the chapter does not create practical difficulties because there are areas where concrete or other impervious surfaces, such as structures, can be removed.

2. *“Practical Difficulties”*, as used in conjunction with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the Zoning Ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the area.

Staff finds the issue of parking surfaces is a circumstance that is created by the landowner. If the variance is granted and other properties are allowed to have excess impervious surface this could cause an issue with runoff into our storm sewer system.

3. *Harmony.* Variances shall only be permitted if they are in harmony with the general purposes and intent of the Zoning Ordinance and Comprehensive Plan.

Staff finds this request is not in harmony with the general purposes and intent of the Zoning Ordinance and Comprehensive Plan. Policy 1:1 in the 2016 Comprehensive Plan lays out what the City shall consider during the review of zoning applications: (f) The importance of preserving natural drainage systems, wetlands and ground water recharge areas and mitigate the impact of development activities on the infiltration and runoff of water, storm water storage and plant and animal habitat. The impact of impervious surfaces on stormwater runoff and water quality has been studied by many scientists. Impervious surfaces inhibit the natural infiltration of rainwater into the ground, which leads to more stormwater runoff and higher stormwater peak flows. These surfaces collect pollution like heavy metals, grease, and oils. Runoff generated by water can mobilize and transport these pollutants and other contaminants, like harmful bacteria to the Rum River.

The Zoning Ordinance limits residential properties to 30% impervious surface coverage to allow for water runoff to protect our stormwater.

4. *Economic Considerations.* Economic considerations alone shall not constitute a practical difficulty; the alleged hardship can be avoided or remedied to a degree sufficient to permit a reasonable use of the lot.

Staff finds the owner stores vehicles on the property besides personal vehicles such as utility trailers and recreational vehicles. These types of vehicles have the opportunity to be stored off-site in order to accommodate their personal vehicles within the allowed impervious surface area. Although it could cost the property owner to store vehicles off-site, it could provide the parking needed to accommodate the owner and their children.

5. *No other remedy.* There are no less intrusive means other than the requested variance by which the alleged hardship can be avoided or remedied to a degree sufficient to permit a reasonable use of the lot.

Staff finds the alleged hardship can be avoided or remedied if they remove other portions of impervious surface and park utility and recreational vehicles off-site.

6. *Variance less than requested.* A variance less than or different from that requested may be granted when the record supports the applicant's right to some relief but not to the relief requested.

Staff finds there are other remedies such as storing certain vehicles off-site or removing structures to meet their individual parking needs.

7. *Essential character of the area.* In considering whether a proposed variance will have an effect on the essential character of the area, the following factors shall be considered:
- a. Would the variance be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development or value of property for improvements permitted in the vicinity;
 - b. Would the variance materially impair an adequate supply of light and air to the properties and improvements in the vicinity;
 - c. Would the variance substantially increase congestion in the public streets due to traffic or parking;
 - d. Would the variance unduly increase the danger of flood or fire;
 - e. Would the variance unduly tax public utilities and facilities in the area; and
 - f. Would the variance endanger the public health or safety.

Staff finds that through granting the proposed variance it could be a danger to the public health or safety due to the impact on stormwater runoff which would unduly tax public utilities and facilities in the area.

**5A Planning Commission
Variance Request to Exceed Impervious
Surface Maximum Amount
237 Cypress St. S.**

January 2, 2018

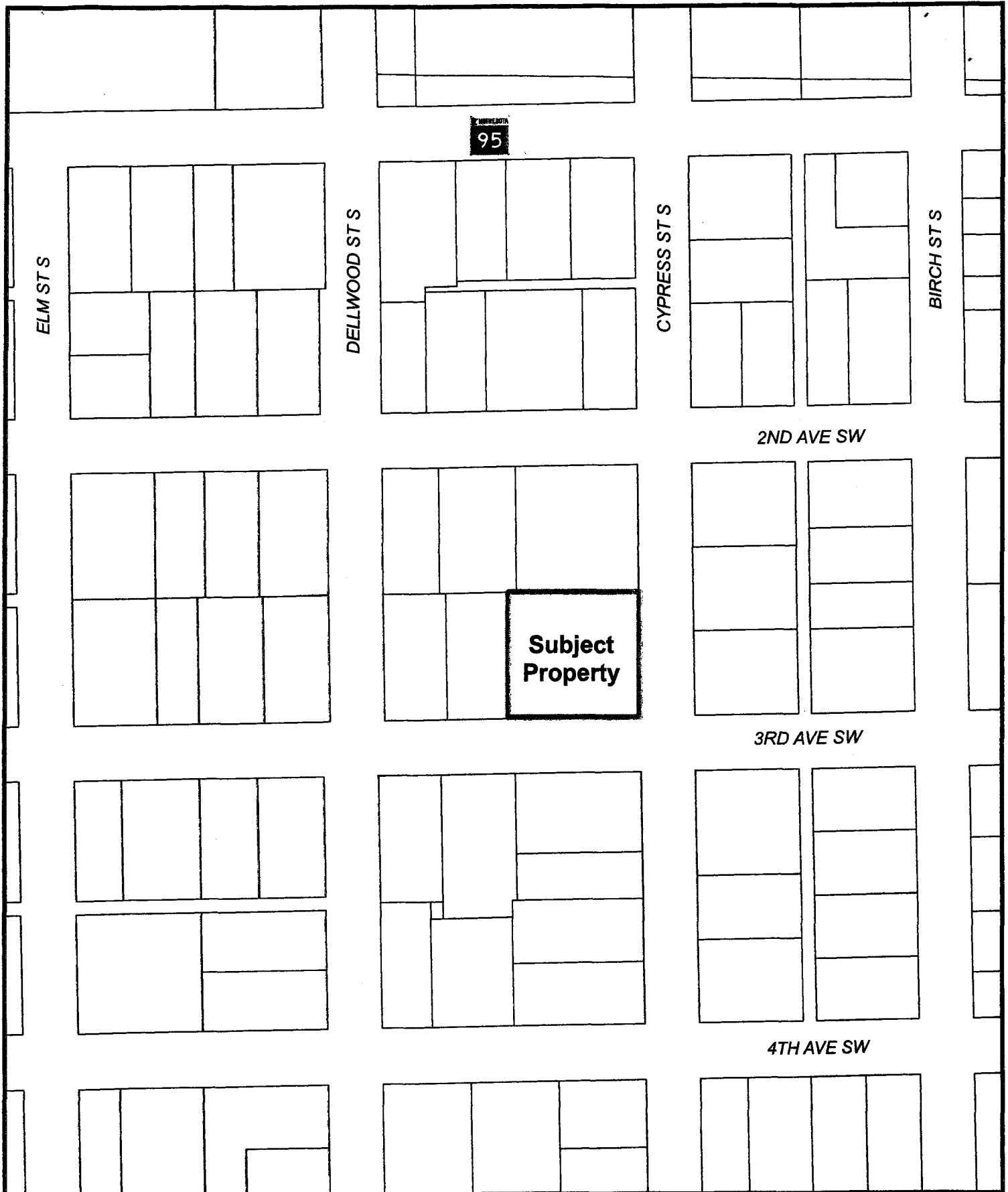
Planning Commission Action:

Motion to recommend the City Council deny the granting of the variance request and recommend approval of the attached findings of facts.

This item will go to City Council on January 16, 2018.

Attachments

1. Location map
2. Survey
3. Lot coverage worksheet
4. Letter to Herbst
5. Request for variance letter from Brandy Herbst
6. Draft Resolution



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**Subject
Property**

ELM ST S

DELLWOOD ST S

CYPRESS ST S

BIRCH ST S

2ND AVE SW

3RD AVE SW

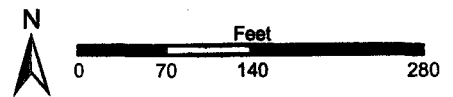
4TH AVE SW



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**Brandy Herbst is requesting a variance
to allow 34% total impervious surface
coverage**



This map is neither a legally recorded map nor a survey map and is not intended to be used as one. This map is a compilation of records, information, and data gathered from various sources and is to be used for reference purposes only. The City of Cambridge does not warrant that the GIS data used to prepare this map are error free, and the City of Cambridge does not represent that the GIS data can be used for navigational, tracking, or any other purpose requiring accurate measurement of distance or direction or precision in the depiction of geographic features. The user of this map acknowledges that the City of Cambridge shall not be liable for any damages which arise out of the user's access or use of data provided.

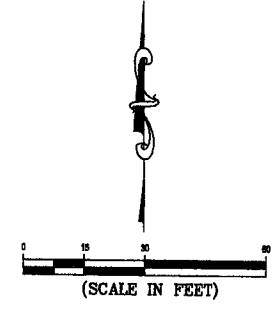
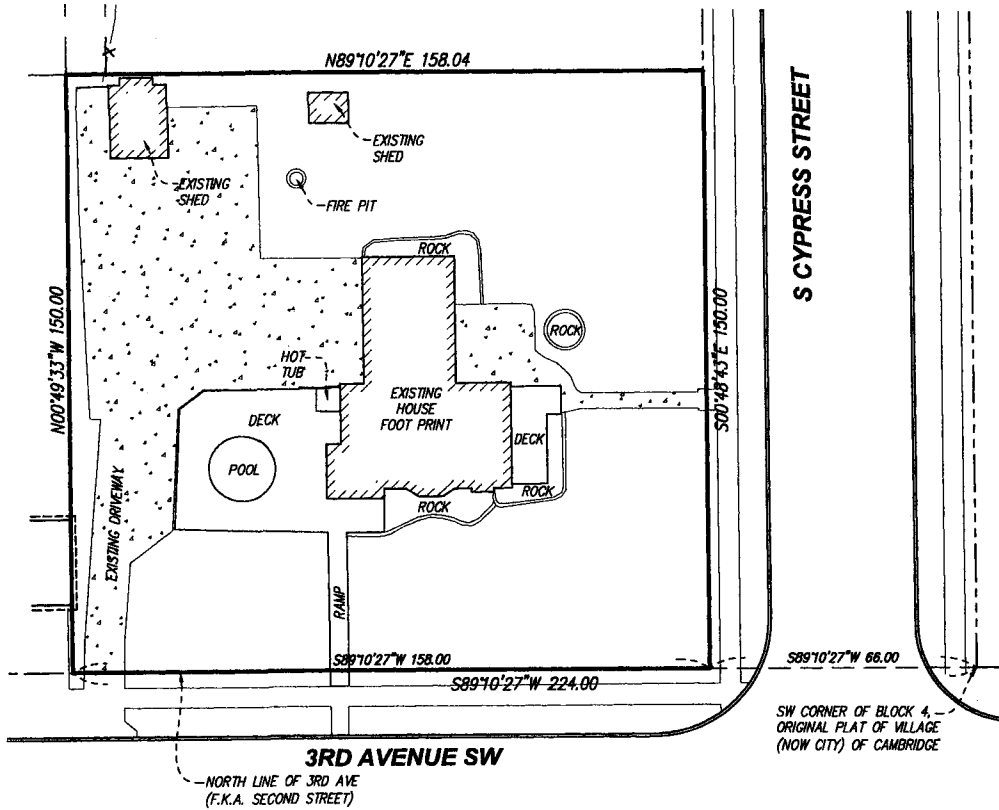
Impervious Surface Exhibit

Prepared For: Brandy Herbst



AREA CALCULATIONS

R1-A ONE FAMILY RESIDENTIAL DISTRICT
 MAXIMUM IMPERVIOUS SURFACE COVERAGE 30%

LOT AREA=23,702 S.F.
 BUILDINGS (GARAGE, HOUSE, SHEDS)=2,299 S.F.
 CONCRETE (WITHIN PROPERTY LINES)=5,530 S.F.
 POOL AND HOT TUB=243 S.F.
 TOTAL IMPERVIOUS PERCENTAGE=34.1%



LEGEND

-  DENOTES CONCRETE AREA USED IN CALCULATION
-  DENOTES STRUCTURE AREA USED IN CALCULATION

SW CORNER OF BLOCK 4,
 ORIGINAL PLAT OF VILLAGE
 (NOW CITY) OF CAMBRIDGE



**PERFORMANCE
 DRIVEN DESIGN.**
 LHBcorp.com
 200 3rd Ave NE, Suite 100 | Cambridge, MN 55008 | 763.880.4642

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Lot Coverage Worksheet

Zoning District

RIA

Address

237 Cypress St. S

Dwellings with an attached garage - **one** additional accessory building allowed, and limited to **25%** total lot coverage.

Dwellings with no attached garage - **two** additional accessory buildings allowed, and limited to **30%** total lot coverage.

Impervious surface coverage is limited to **30%** per lot and decks are not included in impervious surface coverage.

Maximum allowable lot coverage area (buildings/structures)

$$\frac{23,702}{(\text{lot area})} \times \frac{.25}{(.25)} = 5,925.5 \text{ sq. ft.}$$

Maximum allowable impervious surface (Shoreland Zoning District is 25%)

$$\frac{23,702}{(\text{lot area})} \times \frac{.30}{(.25 \text{ or } .30)} = 7,110.6 \text{ sq. ft.}$$

1. Total structure area, excluding eaves:

- A. Dwelling _____ sq. ft.
- B. Garage _____ sq. ft.
- C. Shed _____ sq. ft.
- D. Deck 412 _____ sq. ft.
- E. Other _____ sq. ft.

2,299

2. Impervious surfaces

- A. Driveway _____ sq. ft.
- B. Sidewalks _____ sq. ft.
- C. Pools 243 _____ sq. ft.
- D. Other _____ sq. ft.

5,530

3. Total structure area utilized 2,711 _____ sq. ft.
4. Total impervious surface coverage 8,072 _____ sq. ft.
(not including decks)
5. Total area remaining for structure area 3,214.5 _____ sq. ft.
6. Total area remaining for impervious surface coverage 9,614 over _____ sq. ft.
(not including decks)
7. Total percentage of lot coverage for structure area 12% _____ %
8. Total percentage of lot coverage for impervious surface 34% _____ %
(not including decks)

September 12, 2017

Sent via email and US Mail

Brandy Herbst
237 Cypress St S
Cambridge, MN 55008

RE: Impervious Surface Coverage/Setback Issues

Dear Ms. Herbst,

I am writing to you as follow-up to your attached email on August 22, 2017. Per your conversation with Community Development Director, Marcia Westover on July 24, 2017, you were asked to submit a site plan showing where you intended to install the new portion of the driveway so staff could review it along with reviewing the impervious lot coverage. We never received this site plan and you installed the new portion of your driveway without proper review.

Building Inspector, Matt Small and I field verified the driveway was too close to the property line on Monday, August 21, 2017. At this time you were going to contact the individual that installed the concrete to remove a portion of the driveway in order to meet the City's setback requirement. I calculated the approximate impervious surface coverage based on an aerial GIS image and determined your lot is currently 32% covered which exceeds the 30% maximum.

In your email on August 27, you indicated you would be obtaining a survey to show lot coverage calculations. The City has not received your survey as of the date of this letter. The new concrete is in violation of City Code §156.038 (D) Building Requirements and §156.060 (L) (7) Off-Street Parking Requirements. We must receive this survey showing the impervious surface requirement is met and the driveway meets setbacks no later than Thursday, September 22, 2017 or the City shall seek legal action.

This survey needs to indicate where all impervious surface and structures are on your property and the setback to the newly installed concrete driveway. Impervious surface by definition of our City Code is areas where water cannot readily penetrate the soil such as an artificial or natural surface through which water, air, or roots cannot penetrate. Examples include, but are not limited to, patios, walkways, driveways, sheds, pools, concrete/asphalt pads, and all buildings.

If you choose to not submit a survey of your property, you hereby accept the City's calculations and you will be required to remove 503 square feet of impervious surface along with meeting the setback requirements on the west side of your property no later than Thursday, September 22, 2017.

I have enclosed email correspondence between you and Marcia and you and me along with our lot coverage calculations for your review. If you have any questions, you can contact me at 763-552-3257 or clevitski@ci.cambridge.mn.us. Thank you for your attention to this matter.

Respectfully,



Carri Levitski
Community Development Administrative Assistant

Enclosures

c: Jay Squires, City Attorney
Marcia Westover, Community Development Director
Matt Small, Building Inspector

To Whom It May Concern;

My name is Brandy Herbst and I am one of the owners for 237 Cypress St S Cambridge. I am writing this as a formal request for a variance on my non-permeable surfaces. Per city code it is 30% coverage and I do understand it is so the rain water goes into the grass and not down the storm drain, but with that being said I have been sent multiple emails and my children have received parking tickets from parking on the non-cement areas and the road. As per many of my conversations with the city I have asked multiple times for assistance and have also brought it to the attention of the city that I have 7 children, 6 that drive and one that is autistic. When speaking to the city they were unable to give a good solution, so I went ahead and poured the last cement to make sure all vehicles and trailers where were the city wanted them. I also have brought it to the attention of the city that when doing this work I needed more information and at the times that I called I was not receiving the information until my neighbor got mad and complained. Now the city has decided that this was going to be a larger issue even though I made the attempts to do it the correct way.

I understand that the city has these issues throughout the city and per Carri a lot of the time they are not caught as they do not get a complaint until it is past a time anything can be done. I am not stating that I am right because I could have gotten away with it without the complaint. I am stating that after the amount of interaction with the city on my property and parking I am trying everything in my power to fix the issue and make my property up to city standard.

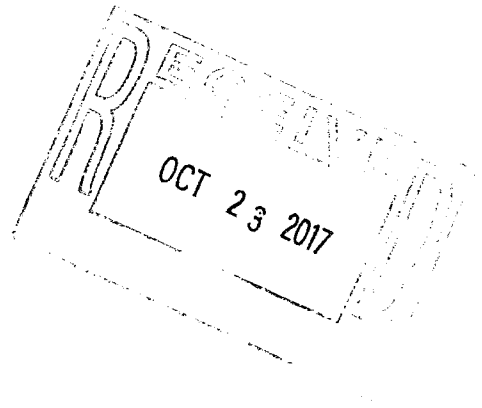
At this point to remove cement it would again make a parking issue and/or also cause some other hazards as we made sure to put rebar in so it would not crumble like you see on other properties.

I would be grateful for this one time variance as the property is fully up to code other than this and I have always been easy to work with if there is something that needs to be done.



Thank you for reading this

Brandy Herbst



Resolution No. R18-XXX

**RESOLUTION OF FINDINGS OF FACT DENYING THE APPLICATION FOR A
VARIANCE TO EXCEED IMPERVIOUS SURFACE MAXIMUM AMOUNT
237 Cypress St S**

WHEREAS, Brandy Herbst, owner of the property at 237 Cypress St S, Cambridge, MN, 55008, applied for a Variance from the provisions of the City Code Section 156.038 Building Requirements; and

WHEREAS, The Planning Agency of the City has completed a review of the application and city staff has made a report pertaining to said request, a copy of which has been presented to the City Council; and

WHEREAS, The Planning Commission of the City, on the 5th day of December, 2017, following proper notice, held a public hearing regarding the request, and following said public hearing, the Commission recommended denial of the application request for a Variance upon finding the application does not comply with the standards set for variance approval in Section 156.112 Variances of the City Code; and

WHEREAS, The City Council met at its regularly scheduled meeting on the 2nd day of January, 2018 and finds that the seven (7) required standards to approve a variance request have not been satisfied as follows:

- (1) *General standard. No variance shall be granted unless the applicant shall establish that conforming to the strict letter of the provisions of this chapter would create practical difficulties.*

Staff finds that conforming to the strict letter of the provisions of the chapter does not create practical difficulties because there are areas where concrete or other impervious surfaces, such as structures, can be removed.

- (2) *"Practical difficulties", as used in conjunction with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the Zoning Ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the area.*

Staff finds the issue of parking surfaces is a circumstance that is created by the landowner. If the variance is granted and other properties are allowed to have excess impervious surface this could cause an issue with runoff into our storm sewer system.

- (3) *Harmony. Variances shall only be permitted if they are in harmony with the general purposes and intent of the Zoning Ordinance and Comprehensive Plan.*

Staff finds this request is not in harmony with the general purposes and intent of the Zoning Ordinance and Comprehensive Plan. Policy 1:1 in the 2016 Comprehensive Plan lays out what the City shall consider during the review of zoning applications: (f) The importance of preserving natural drainage systems, wetlands and ground water recharge areas and mitigate the impact of development activities on the infiltration and runoff of water, storm water storage and plant and animal habitat. The impact of impervious surfaces on stormwater runoff and water quality has been studied by many scientists. Impervious surfaces inhibit the natural infiltration of rainwater into the ground, which leads to more stormwater runoff and higher stormwater peak flows. These surfaces collect pollution like heavy metals, grease, and oils. Runoff generated by water can mobilize and transport these pollutants and other contaminants, like harmful bacteria to the Rum River.

The Zoning Ordinance limits residential properties to 30% impervious surface coverage to allow for water runoff to protect our stormwater.

- (4) Economic Considerations. Economic considerations alone shall not constitute a practical difficulty; The alleged hardship shall not include the inability of the property owner to realize a greater profit than if the variance were not granted.*

Staff finds the owner store vehicles on the property besides personal vehicles such as utility trailers and recreational vehicles. These types of vehicles have the opportunity to be stored off-site in order to fit their personal vehicles within the allowed impervious surface area. Although it could cost the property owner to store vehicles off-site, it could provide the parking needed to accommodate the owner and their children.

- (5) No other remedy. There are no less intrusive means other than the requested variance by which the alleged hardship can be avoided or remedied to a degree sufficient to permit a reasonable use of the lot.*

Staff finds the alleged hardship can be avoided or remedied if they remove other portions of impervious surface and park utility and recreational vehicles off-site.

- (6) Variance less than requested. A variance less than or different from that requested may be granted when the record supports the applicant's right to some relief but not to the relief requested.*

Staff finds there are other remedies such as storing certain vehicles off-site or removing structures to meet their individual parking needs.

- (7) Essential character of the area. In considering whether a proposed variance will have an effect on the essential character of the area, the following factors shall*

be considered:

(a) Would the variance be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development or value of property or improvements permitted in the vicinity;

(b) Would the variance materially impair an adequate supply of light and air to the properties and improvements in the vicinity;

(c) Would the variance substantially increase congestion in the public streets due to traffic or parking;

(d) Would the variance unduly increase the danger of flood or fire;

(e) Would the variance unduly tax public utilities and facilities in the area; and

(f) Would the variance endanger the public health or safety.

Staff finds that through granting the proposed variance it could be a danger to the public health or safety due to the impact on stormwater runoff which would unduly tax public utilities and facilities in the area.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Cambridge, Minnesota, denies the application for a Variance to exceed the maximum amount of impervious surface at 237 Cypress St S

Adopted by the Cambridge City Council
this 16th day of January, 2018.

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

PUBLIC HEARING...VARIANCE REQUEST TO ALLOW UP TO FIVE (5) RV'S FOR TEMPORARY LIVING PURPOSES FROM MAY 1 TO OCTOBER 31, 2018.

Overview

Joy Lutheran Church will be remodeling their facility in 2018. During the remodeling project, Joy Lutheran would like to hire The Laborer's for Christ and be allowed to have them reside in their Recreational Vehicles (RV's) on the property. The Laborer's for Christ is an organization that provides construction services for projects like this. Attached to this staff report is information about the organization. They will come to the site and stay for the duration of the project. The request is to allow up to five (5) recreational vehicles for living purposes from May 1, 2018 to October 31, 2018.

Because this request varies the specific provisions of the city's Zoning code, a variance is required. The specific provisions in the code are as follows:

Section 156.062 Residential Outdoor Parking and Storage: (D) (a) (4) Recreational vehicles are not to be occupied or used for living, sleeping or housekeeping purposes while parked or stored. Provided however, nonpaying guests of the owner of the property may occupy one recreational vehicle in addition to those permitted herein. Such a vehicle shall be parked subject to the provision of this section and used for sleeping purposes for a period not to exceed seven consecutive days at one time or more than 14 days total in one calendar year.

The Joy Lutheran Church property is in the R-1 One Family Residence District, therefore this regulation applies. To allow more than one RV for more than seven consecutive days requires a variance.

The purpose of the variance process is to review applications on a case by case basis to determine whether relief may be granted from unforeseen particular applications of the zoning code that create practical difficulties. In considering an application for a variance, the Planning Commission shall recommend the approval of the variance only upon the finding that an application complies with the standards set forth in the code and identified on the attached Findings of Fact.

However, since this is a temporary request and will end after the remodeling project is complete the Commission may consider the variance with strict conditions of approval. The Joy Lutheran Church is a commercial use in a residential zoning district. While recreational vehicles are also not allowed in commercial districts for living purposes, it may be reasonable to allow the request for their intended and temporary purposes.

Planning Commission Action:

Discuss the request and make a motion to either:

(A) Motion to recommend the City Council deny the granting of the variance request and recommend approval of the attached findings of facts.

(B) Motion to recommend the City Council approve the variance request and recommend approval of the attached Resolution.

Attachments

1. Applicant written request
2. Laborer's For Christ information sheet
3. Findings of Fact for denial
4. Resolution for Approval

Date: November 21, 2017

To: Cambridge, MN City Council

From: Warren Kamps 2758 Buchanan LN S, Cambridge, MN 55008 for Joy Lutheran Church 1155 Joy Circle, Cambridge, MN 55008.

Subject: Zoning Variance Application for Joy Lutheran Church Cambridge, MN

Cambridge City Council:


Joy Lutheran membership approved a building project on Sunday 11/12/17 to remodel our facility. We also approved Laborers For Christ (LFC) as the General Contractor. LFC are a branch of the Lutheran Church Missouri Synod.

Attached is Application for Variance for Joy Lutheran Church. It was determined at the council meeting last Monday evening 11/20/17, that a variance was required to allow Laborers For Christ to reside in Joy Lutheran's parking lot during a construction period of May - October 2018. This could possibly consist of 4 - 5 RV's. These are mainly skilled Christian retired laborers and Christian couples that travel the US helping Lutheran Churches with their building projects. They work at minimum wage therefore helping save money on project costs. Also attached is a flyer that sums up what LFC are all about.

We at Joy Lutheran request approval of this variance so we can further plan the steps required to complete our project within budget and the time period goal we have given our membership.

Yours in Christ

Warren Kamps for Joy Lutheran Church, Cambridge, MN


11/21/17

LABORERS FOR CHRIST

Laborers For Christ (LFC) help put Ministry *in motion* by serving as the hands and hearts to accomplish God's plan for your ministry and the goal of reaching more people. They assist with a remodeling project, building a brand-new facility, or updating an organization's physical structure for optimal efficiency.

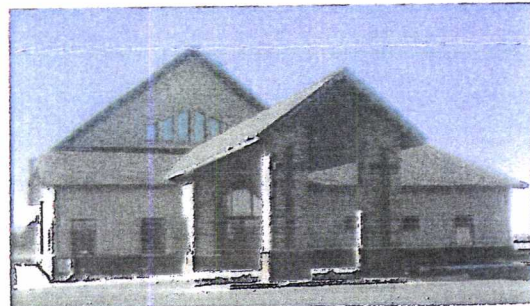
Building for Eternity

Organized in 1980, Laborers For Christ is a ministry service of the Lutheran Church Extension Fund (LCEF) that provides support to The Lutheran Church—Missouri Synod (LCMS) congregations and organizations like yours wanting to construct, expand, or improve their facilities.

The name "Laborers For Christ" means exactly what it says. People—both men and women—working for LCMS congregations and organizations, helping them manage and complete construction projects for the purpose of building God's Kingdom.

Laborers working for LCMS congregations and organizations are dedicated Christians who provide:

- Quality workmanship
- Christian witness to the community
- Opportunity for spiritual renewal
- Cost savings on your construction project



How Laborers For Christ Helps You Build Your Facilities

An LFC Senior Regional Coordinator helps your organization with the building process and will work with your architect to identify potential cost savings; an LFC Project Engineer will assist with materials procurement, subcontractor bids, budget reconciliation and costs, subcontracts, final lender documents, and permits.

An LFC Project Manager, employed by your organization at minimum wage, will manage the building project on your behalf—scheduling materials, deliveries, subcontractors, laborers, and volunteers—and direct daily activity.

Laborers typically work five eight-hour days each week for your organization and involve themselves in your organization's ministry.

Regardless of the size and scope of the project, your organization can benefit from participation in the Laborers For Christ Program!

*"Whatever you do, work at it with all your heart,
as working for the Lord, not for men." Colossians 3:23*

It's About Ministry!

Congregations and organizations state that the most surprising—and important—result of participating in the LFC Program is the revitalization of their ministries. Laborers provide a strong Christian witness by their involvement in your ministries. The money saved using LFC proves to be a secondary benefit!

Who Are These Laborers?

Laborers For Christ members are dedicated Christians from all walks of life. Those with experience help those with less experience, including volunteers from your organization.

Laborers working for your organization apply Christian principles at every step. The atmosphere of teamwork in the name of building God's Kingdom and the dedication to quality workmanship means your organization benefits both spiritually and financially.

Most Laborers have recreational vehicles they live in for the duration of a building project. Laborers become involved in the life and ministry of your organization, providing a strong Christian witness—they not only help build a building, they help build the community of faith!



*"...delighted to share with you not only the
Gospel of God but our lives as well..." 1 Thessalonians 2:8*

Laborers For Christ

Assisting LCMS congregations and organizations with the process of constructing their own facilities while providing an opportunity for spiritual renewal and a witness to the community.



**For more information on how
Laborers For Christ can help your
ministry, please contact our Ministry
Support Team at 314-885-6444.**

Resolution No. R18-XXX

RESOLUTION OF FINDINGS OF FACT DENYING THE APPLICATION FOR A VARIANCE TO ALLOW UP TO FIVE (5) RV'S FOR LIVING PURPOSES FROM MAY 1 TO OCTOBER 31, 2018

Joy Lutheran Church-1155 Joy Circle SW

WHEREAS, Joy Lutheran Church, representative of the property at 1155 Joy Circle SW, Cambridge, MN, 55008, applied for a Variance from the provisions of the City Code Section 156.062 Residential Outdoor Parking and Storage; and

WHEREAS, Joy Lutheran Church has requested to hire The Laborer's for Christ for their building remodel project and that The Laborer's for Christ be allowed to reside in their recreational vehicles on the property from May 1, to October 31, 2018; and

WHEREAS, The Planning Agency of the City has completed a review of the application and city staff has made a report pertaining to said request, a copy of which has been presented to the City Council; and

WHEREAS, The Planning Commission of the City, on the 2nd day of January, 2018, following proper notice, held a public hearing regarding the request, and following said public hearing, the Commission recommended denial of the application request for a Variance upon finding the application does not comply with the standards set for variance approval in Section 156.112 Variances of the City Code; and

WHEREAS, The City Council met at its regularly scheduled meeting on the 16th day of January, 2018 and finds that the seven (7) required standards to approve a variance request have not been satisfied as follows:

1. *General Standard*. No variance shall be granted unless the applicant shall establish that conforming to the strict letter of the provisions of this chapter would create practical difficulties.

Staff finds that conforming to the strict letter of the provisions of the chapter does not create practical difficulties because there are other means for The Laborer's for Christ to reside in, such as the local hotel or in resident's homes much like a host home.

2. *"Practical Difficulties"*, as used in conjunction with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the Zoning Ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the area.

Staff finds that hiring the Laborer's for Christ to reside in RV's on the property is a circumstance that is created by the landowner. The hiring of The Laborer's for Christ is the choice of the landowner and is not necessary for the remodeling

project to continue. The request will alter the character of the neighborhood temporarily by potentially having excess noise and blight.

3. *Harmony.* Variances shall only be permitted if they are in harmony with the general purposes and intent of the Zoning Ordinance and Comprehensive Plan.

Staff finds this request is not in harmony with the general purposes and intent of the Zoning Ordinance and Comprehensive Plan. The Zoning Ordinance limits residential properties to one "guest" living in an RV for no more than seven consecutive days to avoid potentially unhealthy living conditions that can impact the health safety and welfare of the community. In the Comprehensive Plan, Housing Goals, Goal 2, Policy 2.1 states: Develop and enforce the necessary codes to ensure the continued maintenance of the housing stock. The City does not allow temporary living conditions and RV's are not considered living quarters.

4. *Economic Considerations.* Economic considerations alone shall not constitute a practical difficulty; the alleged hardship can be avoided or remedied to a degree sufficient to permit a reasonable use of the lot.

Staff finds the owner would like to hire The Laborer's for Christ for economic considerations alone and this does not create a practical difficulty to allow a variance.

5. *No other remedy.* There are no less intrusive means other than the requested variance by which the alleged hardship can be avoided or remedied to a degree sufficient to permit a reasonable use of the lot.

Staff finds the alleged hardship can be avoided or remedied if they hire a different contractor, or have The Laborer's for Christ reside in other temporary living situations such as the local hotel or host family homes.

6. *Variance less than requested.* A variance less than or different from that requested may be granted when the record supports the applicant's right to some relief but not to the relief requested.

Staff finds there are other remedies for housing The Laborer's for Christ.

7. *Essential character of the area.* In considering whether a proposed variance will have an effect on the essential character of the area, the following factors shall be considered:
 - a. Would the variance be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development or value of property for improvements permitted in the vicinity;
 - b. Would the variance materially impair an adequate supply of light and air to the properties and improvements in the vicinity;
 - c. Would the variance substantially increase congestion in the public streets due to traffic or parking;
 - d. Would the variance unduly increase the danger of flood or fire;
 - e. Would the variance unduly tax public utilities and facilities in the area; and
 - f. Would the variance endanger the public health or safety.

Staff finds that through granting the proposed variance it could be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development or value of property for improvements permitted in the vicinity.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Cambridge, Minnesota, denies the application for a Variance to allow up to five (5) RV's for living purposes during a remodeling project.

Adopted by the Cambridge City Council
this 16th day of January, 2018.

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

Resolution No. R18-XXX

RESOLUTION APPROVING THE APPLICATION FOR A VARIANCE TO ALLOW UP TO FIVE (5) RECREATIONAL VEHICLES (RV'S) FOR LIVING PURPOSES FROM MAY 1 TO OCTOBER 31, 2018

Joy Lutheran Church-1155 Joy Circle SW

WHEREAS, Joy Lutheran Church, representative of the property at 1155 Joy Circle SW, Cambridge, Minnesota, has applied for a Variance from the provisions of the City Code Section 156.062 Residential Outdoor Parking and Storage on the following described property; and

PT E/2 OF SW/4 (422.09 X 516'), Section 5, Township 35, Range 23, Isanti County, Minnesota

WHEREAS, Joy Lutheran Church has requested to hire The Laborer's for Christ for their building remodel project and that The Laborer's for Christ be allowed to reside in their recreational vehicles on the property from May 1, to October 31, 2018; and

WHEREAS, The Planning Agency of the City has completed a review of the application and city staff has made a report pertaining to said request, a copy of which has been presented to the City Council; and

WHEREAS, The Planning Commission of the City, on the 2nd day of January, 2018, following proper notice, held a public hearing regarding the request, and following said public hearing, adopted a recommendation that the request for Variance approval be granted; and

WHEREAS, The City Council finds that the seven (7) required standards to approve a variance request have been satisfied as follows:

- (1) *General standard. No variance shall be granted unless the applicant shall establish that conforming to the strict letter of the provisions of this chapter would create practical difficulties.*

Staff finds that the applicant is able to establish that conforming to the strict letter of the provisions of this chapter would create practical difficulties as this is the best solution for their building remodeling project and it is a temporary request.

- (2) *"Practical difficulties", as used in conjunction with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the Zoning Ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the area.*

In reviewing this request staff finds that the property will be held to certain conditions of approval, the property can be used in a reasonable manner, the request is temporary, and the circumstances are unique in that the Laborer's for Christ are willing to provide their

services to complete the project.

- (3) *Harmony. Variances shall only be permitted if they are in harmony with the general purposes and intent of the Zoning Ordinance and Comprehensive Plan.*

Staff finds that the request is temporary in nature and will not cause permanent disregard to the harmony of the Zoning Ordinance and Comprehensive Plan.

- (4) *Economic Considerations. Economic considerations alone shall not constitute a practical difficulty.*

Staff finds that economic considerations alone are not the only basis for this request as The Laborer's for Christ is a ministry service of the Lutheran Church providing support to their affiliated congregations.

- (5) *No other remedy. There are no less intrusive means other than the requested variance by which the alleged hardship can be avoided or remedied to a degree sufficient to permit a reasonable use of the lot.*

Staff finds that that any less intrusive means, such as offering host families or the local hotel to house The Laborer's for Christ rather than allowing them to stay on site in their RV's, as an inconvenience and not reasonable since this organization travels to other congregations and reside in the RV's during construction projects.

- (6) *Variance less than requested. A variance less than or different from that requested may be granted when the record supports the applicant's right to some relief but not to the relief requested.*

Staff finds that the proposed variance is the minimum variance possible to provide reasonable use of the property for The Laborer's for Christ during a construction remodeling project.

- (7) *Essential character of the area. In considering whether a proposed variance will have an effect on the essential character of the area, the following factors shall be considered:*

- (a) *Would the variance be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development or value of property or improvements permitted in the vicinity;*
- (b) *Would the variance materially impair an adequate supply of light and air to the properties and improvements in the vicinity;*
- (c) *Would the variance substantially increase congestion in the public streets due to traffic or parking;*
- (d) *Would the variance unduly increase the danger of flood or fire;*
- (e) *Would the variance unduly tax public utilities and facilities in the area; and*
- (f) *Would the variance endanger the public health or safety.*

Staff finds that through the granting of the proposed variance that the essential character of the neighborhood can be maintained as long as the conditions of approval are met. In addition, the public's health, safety, and welfare can be maintained as long as the conditions of approval are met.

WHEREAS, The City Council finds that the following conditions must be met on the property at all times in order to approve the variance request:

1. Up to five (5) RV's are allowed for the Laborers For Christ.
2. The RV's are only allowed to park from May 1, 2018 to October 31, 2018.
3. The RV's must be licensed and in operable condition.
4. The RV's must be parked on the paved parking lot surface at all times and not allowed to be parked on the grass.
5. The RV's and surrounding areas must be kept in a clean, well-kept manner.
6. All holding tanks/storage tanks must be properly disposed on a regular basis.
7. All Laborers For Christ shall be respectful of the residential neighborhood at all times.
8. All Laborers For Christ shall respect the city's noise ordinances.
9. If the City receives complaints and finds that this is a disruption to the area neighborhood or the city, the City may revoke this variance and all Laborers For Christ and the RV's shall be removed from the property.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Cambridge, Minnesota, approves the variance request to the City Code to allow up to five (5) RV's for living purposes from May 1, 2018 to October 31, 2018 for The Laborer's For Christ as long as the conditions listed above are met.

Adopted by the Cambridge City Council
this 16th day of January 2018.

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

Review

The Planning Commission discussed exterior materials for places of worship on December 5, 2017. It was the direction of the Commission to bring back the attached ordinance. The previous staff report with background information is below for review.

Two recent requests for potential new "churches" have been brought to the City's attention. They have both asked about exterior material requirements. The current city code is silent on specific requirements for places of worship.

Places of worship are allowed in both the city's residential and commercial zoning districts. New dwellings in residential districts are required to have a residential appearance (i.e. vinyl, asphalt roof, pitched roof, etc.). New buildings in commercial districts are required to have specific commercial exterior materials (brick, rock face block, stone, finished pre-cast panels, glass, stucco). One question for the Planning Commission is whether or not the city should allow a vinyl exterior for a place of worship, or should commercial standards should be required?

Staff had a discussion on this and determined that for the time being until the Planning Commission and Council can discuss, places of worship would be considered commercial use and therefore need to adhere to the commercial exterior standards.

Since the city code does not define exterior materials for places of worship, the concern is that other requests for materials like steel or plain block would be requested. Our current commercial standards do not allow steel, plain block, etc. Our residential standards aren't specific either, the code states that residential structures shall have a residential appearance including a residential type siding and roofing materials (which staff interprets as typically vinyl or other hardy board type siding and asphalt or steel roof).

Places of worship are currently in limbo and staff is looking for an opinion from the Planning Commission to move forward. Exterior materials are the main issue at this time. Other items such as signage, lot coverage, and accessory buildings are also items of concern. In addition, the definition of Place of Worship should be better defined to meet today's standards.

Planning Commission Action

Motion on the attached draft ordinance, as may be amended by the Commission, to approve the ordinance amendment.

Attachments

1. City Code Section 156.088 Exterior Building Finishes (Commercial/Industrial)
2. City Code Section 156.078 Residential Structures (requirements)
3. Ordinance Language

§ 156.088 EXTERIOR BUILDING WALL AND ROOF FINISHES.

(A) *Purpose and intent.* All commercial and industrial buildings shall be designed to accomplish the goals and policies of the Comprehensive Plan. Building materials shall be attractive in appearance, durable with a permanent finish, and of a quality that is both compatible with adjacent structures and consistent with the City's standards for the zoning district in which the building is located. All buildings shall be of good aesthetic and architectural quality, as demonstrated by the inclusion of elements such as accent materials, entrance and window treatments, contrasting colors, irregular building shapes, or other architectural features in the overall architectural concept.

(B) *Major exterior wall surface materials.*

(1) *Commercial buildings.*

(a) Major exterior surfaces on all walls shall be face brick, rock face block, cementitious siding, stone, finished precast panels, glass, architectural metal siding, stucco, or synthetic stucco.

(b) Under no circumstances shall sheet plywood, sheet metal, corrugated metal, asbestos, iron, or plain concrete block (whether painted or color-integrated or not) be deemed acceptable as exterior wall materials on buildings.

(2) *Industrial buildings.*

(a) Major exterior surfaces on all walls shall be face brick, rock face block, cementitious siding, stone, finished precast panels, glass, architectural metal siding, stucco, synthetic stucco or cast in place and/or precast panels.

(b) Under no circumstances shall sheet plywood, sheet metal, corrugated metal, asbestos, iron, or plain concrete block (whether painted or color-integrated or not) be deemed acceptable as exterior wall materials on buildings.

(C) *Minimum percentage of major exterior surface materials.*

(1) *Commercial buildings.*

(a) In commercial areas, at least 75% of the exterior surface must be covered with the major exterior surface materials required in subpart (B)(1) above.

(b) The remainder of the exterior surfaces may be architectural concrete, cast in place or precast panels or decorative block when they are incorporated into an overall design of the building that is determined by the City to be appropriate with the use of the building, and is compatible with adjacent structures. All decorative concrete block shall be colored only by means of a pigment impregnated throughout the entire block.

(2) *Industrial buildings.*

(a) In industrial areas, the exterior surface must be covered with the major exterior surface materials required in subpart (B)(2) above as follows:

- | | | |
|----|--|--------------|
| 1. | I-1, Low Impact Business - Industrial District | 65% coverage |
| 2. | I-2, Light Industrial District | 50% coverage |
| 3. | I-3, General Industrial District | 25% coverage |

(b) The remainder of the exterior surfaces may be architectural concrete, or decorative block when they are incorporated into an overall design of the building that is determined by the City to be appropriate with the use of the building, and is compatible with adjacent structures. All decorative concrete block shall be colored only by means of a pigment impregnated throughout the entire block.

(D) *Accent materials.* Wood and metal may be used as accent materials, provided that they are appropriately integrated into the overall building design and not situated in areas that will be subject to physical or environmental damage. Accent materials shall not comprise more than 25% of a building exterior.

(E) *Exceptions.* The following exceptions are permitted:

(1) Exterior walls that are built within six inches of and parallel to an existing wall of an adjacent building shall be exempt from the requirements of subparts (B) and (C) above.

(2) The Zoning Administrator may approve other new materials that are equal to or better than the materials listed in this section.

(F) *Roofs.* Roofs that are exposed or an integral part of the building aesthetics shall be constructed only of commercial grade asphalt shingles, wood shingles, standing seam metal, slate, tile, or copper. Flat roofs which are generally parallel with the first floor elevations are not subject to these material limitations.

(G) *Additions and alterations.* All subsequent additions and exterior alterations constructed after the erection of an original building or buildings shall be of the same materials as those used in the original building and shall be designed in a manner conforming to the original architectural concept and general appearance. These provisions shall not prevent the City to require upgrading of the quality of materials used in a remodeling or expansion program.

§ 156.078 RESIDENTIAL STRUCTURES.

(A) All single family dwellings shall:

(1) Be at least 21 feet wide and at least 30 feet long. Width measurements shall not include overhangs and other projections beyond the principal walls.

(2) Be placed on a permanent foundation as prescribed in the State Building Code.

(3) Have a pitched roof of at least 3/12, with the exception of earth sheltered homes.

(4) The roof shall have a minimum eave projection and roof overhang on at least two sides of six inches which may include a gutter.

(5) Meet the applicable requirements of the State Building Code or the applicable manufactured housing code.

(6) Additional minimum size requirements may be set forth in individual zoning districts.

(7) Have a residential appearance including a residential type siding and roofing materials.

(B) Multiple family dwellings shall:

(1) Have minimum floor areas of:

(a) Efficiency: 400 S.F./D.U.

(b) Bedroom: 600 S.F./D.U.

(c) 2 Bedroom: 700 S.F./D.U.

(d) 3 Bedroom: 800 S.F./D.U.

(e) 4 Bedroom: 960 S.F./D.U.

(2) Be of fireproof construction if more than three stories in height.

(3) Have an elevator if more than three stories in height.

(C) Repairs. If repairs or improvements to the exterior of any residential dwelling are made, all siding and roofing materials shall match as close as possible to the existing structure.

ORDINANCE NO. 660

An Ordinance to Amend Cambridge City Code Title XV: Land Usage, Chapter 156 Zoning, Section 156.007 Definitions and Section 156.092 Overnight Shelters in Places of Worship

This ordinance is to amend the definition of Place of Worship and to provide additional regulations for Places of Worship.

THE CITY OF CAMBRIDGE, MINNESOTA DOES HEREBY ORDAIN that Section 156.007 and Section 156.092 are hereby amended as follows:

§ 156.007 DEFINITIONS.

Place Of Worship. ~~A building or structure, or groups of buildings and structures, that by design and construction are primarily intended for conducting organized religious services and associated accessory uses~~ Any building used for non-profit purposes by an established religious organization holding either tax exempt status under Section 501 (c) (3) of the Internal Revenue Code or under the state property tax law, where such building is primarily intended to be used as a place of worship, which may include overnight shelters as regulated herein.

§ 156.092 ~~OVERNIGHT SHELTERS IN PLACES OF WORSHIP.~~

(1) Places of Worship shall be considered a commercial use for the purposes of exterior materials allowed and must adhere to the commercial exterior materials as provided in Section 156.088.

(2) Signage provided for a place of worship must adhere to the specific zoning district sign regulations in which the place of worship is located.

(3) Lot Coverage and impervious surface coverage must adhere to the specific zoning district in which the place of worship is located.

(4) Height of the structures must conform to the specific zoning district in which the place of worship is located. Steeples may exceed the height limitation and will be reviewed by the city's Zoning Administrator and Building Official to determine acceptability. The Planning Commission and City Council may review and make a determination if the height is not determined acceptable by the Zoning Administrator and Building Official.

(4) Accessory structures/uses are allowed for places of worship. Lot coverage, impervious surface coverage, exterior materials, height, and any other building code and/or zoning codes must be met. The number of structures is not necessarily limited but will be determined by lot coverage and/or impervious surface coverage.

~~(2- 5)~~ Temporary overnight shelters may be allowed in places of worship as an accessory use provided the following conditions are met:

(A) No more than six families, with a maximum of 24 persons, may be housed at any one time.

(B) Any given place of worship shall be able to provide shelter for families with children experiencing homelessness for up to eight weeks a year. These weeks may run consecutive for up to four weeks.

(C) The shelter shall operate only between the hours of 5:00 p.m. and 9:00 a.m. daily.

- (D) Shelter guests shall be provided with an enclosed waiting area one hour prior to opening evening.
- (E) Shelters shall meet state building codes and fire codes.

All other sections and subsections of this Chapter shall remain as written and previously adopted by the City Council. This ordinance shall become effective upon publication.

Adopted by the Cambridge City Council this 16th day of January, 2018.

Date of publication: January 24, 2018

Marlys A. Palmer, Mayor

ATTEST:

Lynda J. Woulfe, City Administrator

Review

As part of the updated 2017 Comprehensive Plan process, it was determined that staff and the Planning Commission would review the goals of the plan on a regular basis. The first review is of Chapters 1-3. I have attached these Chapters for your review. Please review and focus on the Goals in each Chapter (only chapters one and three have goals). We will review these goals at the meeting and discuss any changes, if necessary.

Attachments

1. Chapters 1-3 of the 2017 Comprehensive Plan

CHAPTER 1: ISSUES AND OPPORTUNITIES

IDENTIFYING KEY ISSUES

Just before beginning the comprehensive planning process, the City hosted an issues workshop over the last weekend of March 2016 with Minnesota Design Team. The visit elicited resident views on issues, opportunities, and threats facing the community, as well as its strengths and weaknesses. To help guide the background studies and to formulate community goals and policies, participants listed and then ranked the issues in order of importance. The Steering Committee completed a similar exercise.

From these exercises, a series of key issues were identified. Although the issues listed here cover a broad spectrum, they can be thematically grouped into four categories.

- **Transportation.** Barriers to east-west transportation within the City; the availability of parking, especially handicapped; the need for a pedestrian bridge crossing; and the need to provide for alternatives to the automobile, including bike trails, were some of the transportation issues raised by Cambridge residents.
- **Economic.** Increasing the City's tax base, the need for an industrial or business park, and maintaining a vibrant downtown were some of the economic issues discussed by participants.
- **Accessibility.** Participants expressed concerns about accessibility issues for handicapped individuals living in or visiting Cambridge as well as the inconsistent application of ADA regulations.
- **Growth.** Indiscriminate growth; noise associated with an expanded airport; the need to coordinate planning with surrounding jurisdictions; and balancing growth with other economic, housing, environmental and cultural needs were identified by residents participating in the forum.

These key issue areas have helped to inform the community vision, guiding principals, and general goals outlined in this chapter.

VISION AND GUIDING PRINCIPALS

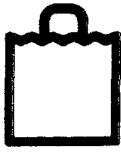
The Vision and Guiding Principles generated by the community sets priorities for moving the City forward. The value of the recommendations contained within this Plan depends on local leaders incorporating the intent of the Vision and Principles into the decision-making culture.

Vision for the Future

"The City of Cambridge will remain a unique family-oriented community that retains its "small-town feeling" and where the demand for quality and affordable growth is met, city services are efficient, economic development and opportunity is enhanced, environmental quality and cultural heritage are maintained."

Guiding Principles

Guiding Principles are critical to the current and future quality of life in the City of Cambridge. These Principles embody the core philosophy and Vision expressed by the community. Though the local context and approach for achieving these goals may change over time, the Guiding Principles should endure for generations to come.



Enhance the Cambridge Advantage

Promote a healthy and sustainable business environment by providing favorable incentives and building a community that is attractive to employers and their workers. Continue to promote Cambridge and build a competitive advantage to attract targeted businesses to the area. Investment and recruitment initiatives should realize benefits for city residents by improving the tax base, promoting economic vitality for local shops and businesses, and increasing access to employment opportunities.



Emphasize Cambridge Choice and Diversity

Provide a greater range of housing choices, to serve diverse of people at all stages of life, including young adults, families, and seniors of all income levels. City housing opportunities should include the expected single-family homes, townhomes and apartments but should consider some of the newer housing types including small cottages, multi-family housing, and live-work units.



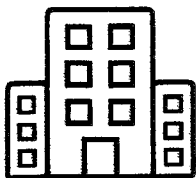
Maintain the City's Green Focus

Promote and preserve Cambridge's natural amenities, including the Rum River, ponds, wetlands, woods, trails, recreational areas, and tree canopy. Strive to create an interconnected network of green space that conserves critical natural areas, provides recreational linkages, protects water quality and quantity, and contributes to City's identity and sense of place.



Increase Transportation Choice and Connectivity

Provide a safe, reliable transportation system that balances all modes of transportation, including walking, biking, public transportation, and cars. Consider land use and infrastructure together, promoting complete streets in a way that is appropriate for Cambridge. Emphasize both destination-based as well as recreational trips and promote active living for all ages, with special attention given to the mobility of children and seniors. Investment in the transportation system should include multi-modal travel solutions, especially in new, walkable activity centers and along the corridors that link them, with capital improvements and city policies targeted for vehicle, bicycle, pedestrian, and transit users.



Promote Mixed Use

Encourage the development of unique activity centers that include a mix of uses and activities located close together, providing people with new options for places to live, work, shop, and participate in civic life. Centers should vary in scale, use, and intensity, all of which reflect the unique character of Cambridge. The presence of activity centers should further the economic vitality and sustainability of the City, while also promoting social interaction and community building.



Excel in City Services

Continue to advance quality-of-life for all residents of Cambridge by maintaining and expanding appropriate city services and by encouraging new development where existing and planned community facilities and infrastructure can support it.

GENERAL GOALS

The following three goals serve as overarching goals and policies for the plan. Although each individual plan element has its own set of goals and policies, these general goals, like the vision and guiding principals, serve to guide the entire Plan for the community.

General Goal 1

Maximize Cambridge's potential as a thriving center for business, health care, industry, education and recreation, while maintaining and enhancing its livability.

- Policy 1.1: Promote the development and implementation of a Plan that effectively and efficiently plans for land use, community facilities, transportation, housing, economic development, and environmental protection for Cambridge and the immediately surrounding area.
- Policy 1.2: Review and amend the Plan as necessary to ensure its usefulness as a practical guide for current and future development. Adhere to this Plan, which shall guide all zoning changes, as closely as possible to ensure consistent development policy.
- Policy 1.3: Formulate and enforce city ordinances to ensure development in accordance with the Plan.
- Policy 1.4: Continue to plan for land uses to support and enhance Cambridge's ability to retain and attract quality development.
- Policy 1.5: Participate in the state legislative, Isanti County, and surrounding townships' governmental processes regarding issues important to the City.
- Policy 1.6: Protect both the general welfare and the individual choices of Cambridge residents.

General Goal 2

Support a strong, ongoing working relationship between the City, Isanti County, adjacent Townships and state and federal agencies such as the DNR and MnDOT in all matters related to planning and the provision of public services.

- Policy 2.1: Recognize the legitimate issues and concerns regarding jurisdictional issues by working and cooperating with surrounding communities both through this planning process and outside this process.
- Policy 2.2: Send copies of all Planning Commission and City Council agendas and minutes to surrounding Townships and the County and encourage Township and County participation in City issues of shared concern.
- Policy 2.3: Invite surrounding townships and cities to an annual workshop to discuss issues of mutual interest.

General Goal 3

Promote community spirit and unity and enhance the City's character and identity.

- Policy 3.1: Encourage volunteerism, participation in community activities, and acceptance of community leadership positions.
- Policy 3.2: Seek partnerships with coalitions and interest groups to share resources and energies in order to address community problems and opportunities.
- Policy 3.3: Actively encourage and utilize resident participation in the local decision-making process.
- Policy 3.4: Encourage increased interaction and communication between citizens of all ages, cultural heritages, and incomes.
- Policy 3.5: Improve and enhance communication among the City, residents, businesses, civic groups, and public agencies utilizing various media such as social media, cable access, and a community web page.
- Policy 3.6: Encourage a variety of experiences and opportunities in terms of living, working, and social activities within the community.
- Policy 3.7: Protect and enhance important historical, agricultural, and natural resources as a means to maintain the integrity, heritage, and local character of Cambridge's natural and built environment.

CHAPTER 2: DEMOGRAPHICS

DEMOGRAPHIC CHARACTERISTICS

Cambridge is a growing community north of the Twin Cities in Isanti County. Both the City and County saw immense growth in the 1990s and early 2000s, with growth rates near fifty percent. Table 2-1 and Figure 2-1 illustrate growth over time for both Cambridge and Isanti County.

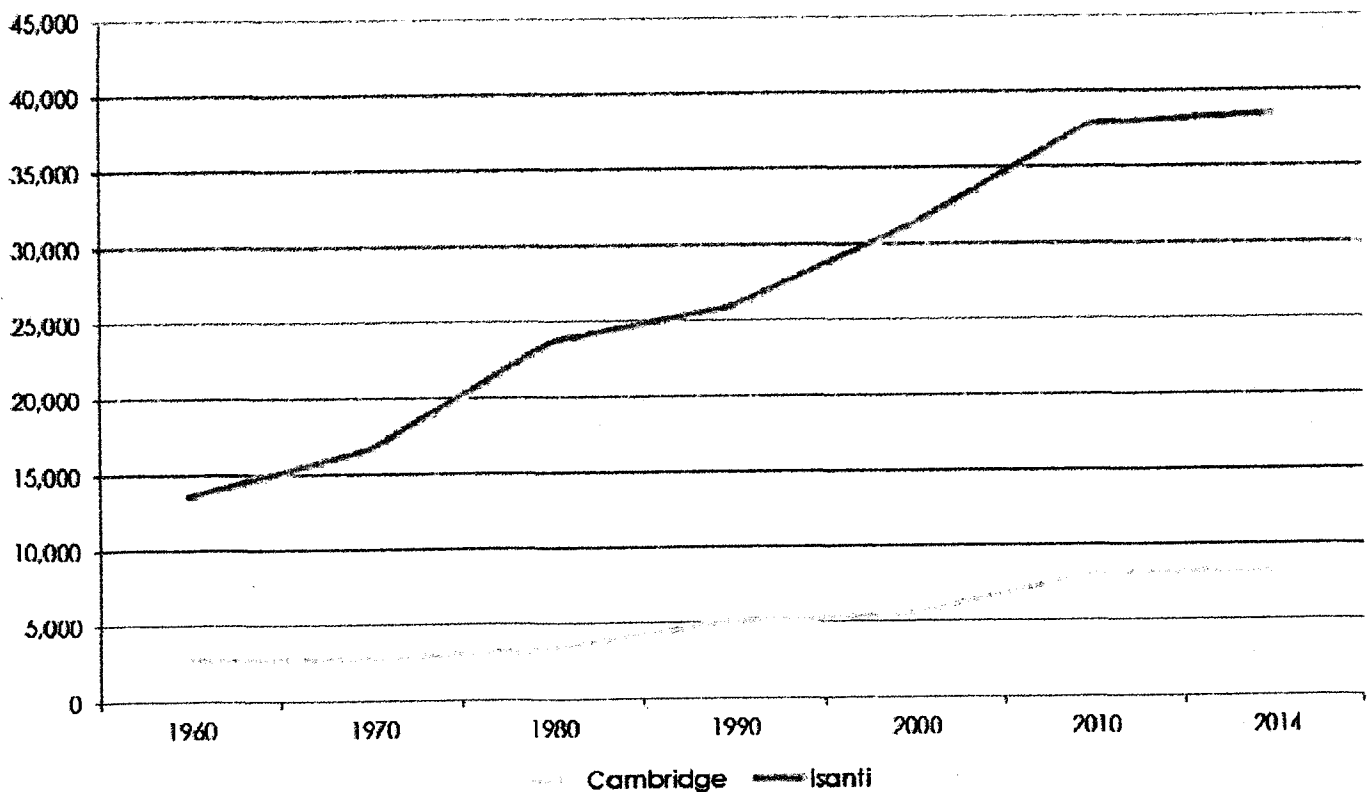
Not only has Cambridge been growing, it is also becoming more diverse. In 2000, Cambridge was 97 percent white, however, that number decreased to 94 percent in 2014. Most of the non-white residents in the City identify as being two or more races. Figure 2-2 on the following page illustrates the growing total population and racial diversity in Cambridge over time.

Table 2-1: Population Growth in Cambridge and Isanti County

Year	Cambridge Population	Growth Rate	Isanti Population	Growth Rate
1960	2,728	52.40%	13,530	11.60%
1970	2,720	-0.30%	16,560	22.40%
1980	3,287	20.80%	23,600	42.50%
1990	5,094	55.00%	25,921	9.80%
2000	5,520	8.40%	31,287	20.70%
2010	8,111	46.90%	37,816	20.90%
2014	8,223	1.38%	38,429	1.60%

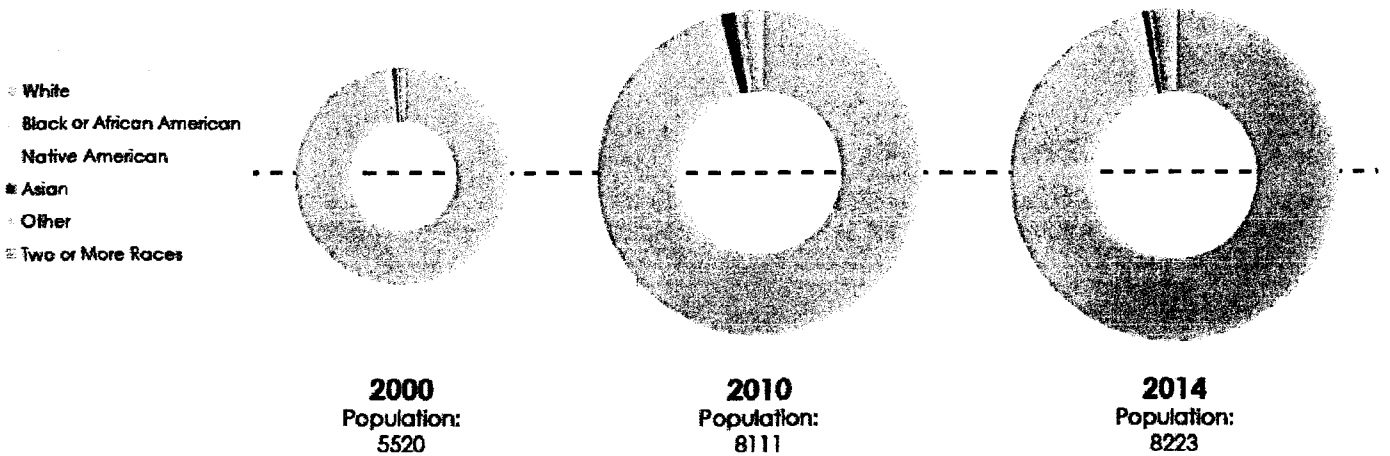
Source: US Census and American Community Survey, 2014

Figure 2-1: Population Growth in Cambridge and Isanti County



Source: US Census and American Community Survey, 2014

Figure 2-2: Population Growth Since 2000



Source: US Census 2000 and 2010 and American Community Survey, 2014

AGE

In 2014, the median age in Cambridge was 37 years old, the same as the statewide median age. However, unlike Isanti County or the State of Minnesota, all age cohorts in Cambridge grew between 2000 and 2010. The groups with the highest growth rates included children under 5 years old (107 percent) and adults 55 to 59 years old (126 percent). Overall, between 2000 and 2010, the City grew by 46.9 percent. Table 2-2 illustrates this massive growth in the City.

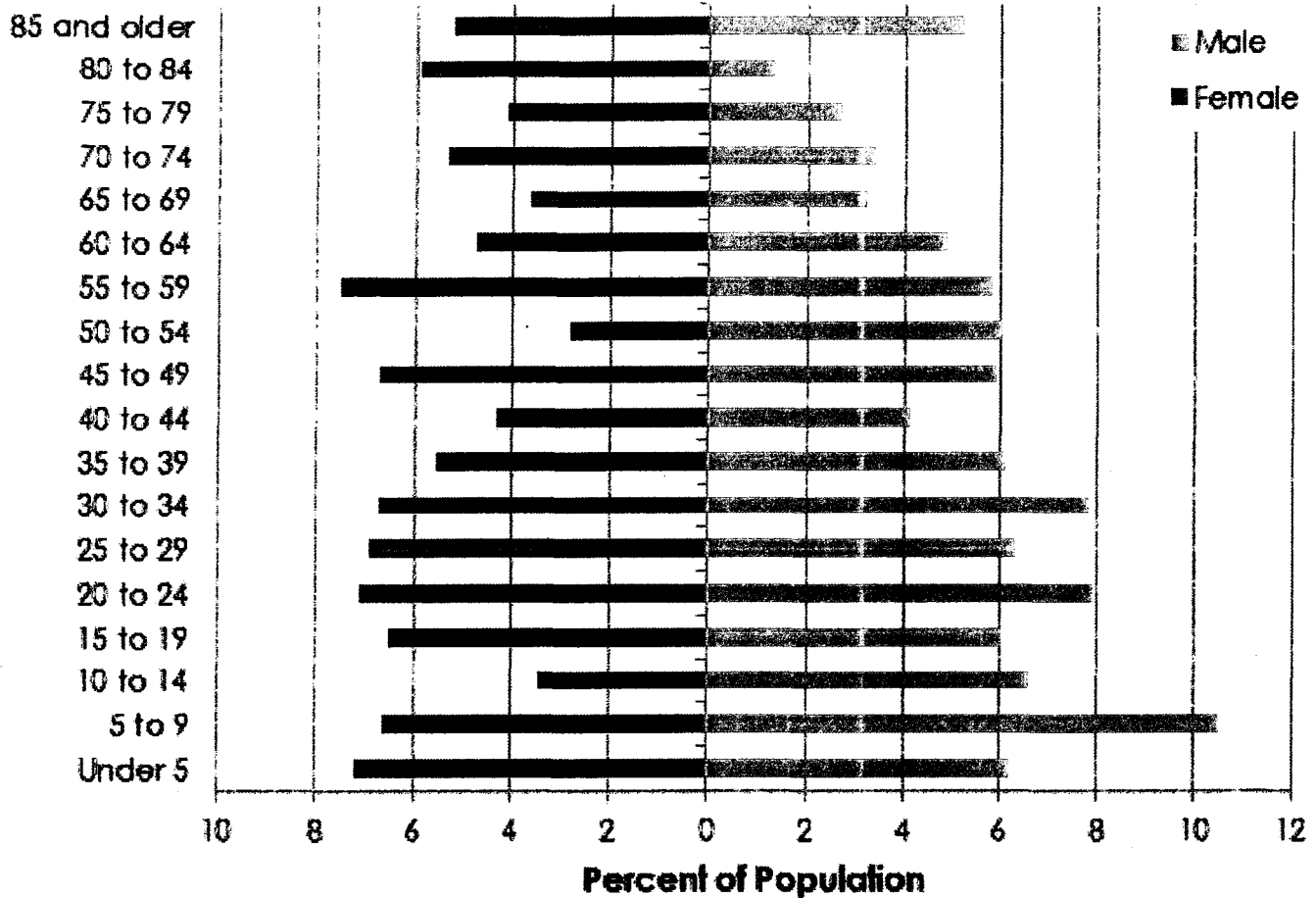
Like many communities throughout the United States, Cambridge has an increasingly aging population. As illustrated in Figure 2-3 on the following page, nearly twenty percent of the population of Cambridge is over 65 years old. In fact, 9.4 percent of the population is over eighty years old. Cambridge is also home to families with young children. 15.3 percent of residents are under 10 years old. New housing types may be needed to accommodate both families with children and the elderly.

Table 2-2: Demographic Change by Age Cohort, 2000-2010

Age Group	Cambridge				Isanti County				Minnesota			
	2000	2010	Change		2000	2010	Change		2000	2010	Change	
			Number	Pct.			Number	Pct.			Number	Pct.
Under 5 years	349	725	376	107.7%	2,058	2,707	649	31.5%	329,594	355,504	25,910	7.9%
5 to 9 years	357	632	275	77.0%	2,366	2,648	282	11.9%	355,894	355,536	-358	-0.1%
10 to 14 years	405	527	122	30.1%	2,795	2,782	-13	-0.5%	374,995	352,342	-22,653	-6.0%
15 to 19 years	418	455	37	8.9%	2,679	2,582	-97	-3.6%	374,362	367,829	-6,533	-1.7%
20 to 24 years	323	546	223	69.0%	1,519	2,104	585	38.5%	322,483	355,651	33,168	10.3%
25 to 34 years	634	1275	641	101.1%	3,868	4916	1,048	27.1%	673,138	715,686	42,448	6.3%
35 to 44 years	778	951	173	22.2%	5,656	4985	-671	-11.9%	824,182	681,094	-143,088	-17.4%
45 to 54 years	596	904	308	51.7%	4,226	6192	1,966	46.5%	665,696	807,898	142,202	21.4%
55 to 59 years	168	381	213	126.8%	1,526	2,340	814	53.3%	226,857	349,589	122,732	54.1%
60 to 64 years	217	298	81	37.3%	1,202	1,889	687	57.2%	178,012	279,775	101,763	57.2%
65 to 74 years	433	525	92	21.2%	1,666	2,654	988	59.3%	295,825	354,427	58,602	19.8%
75 to 84 years	491	500	9	1.8%	1,166	1,371	205	17.6%	212,840	222,030	9,190	4.3%
85 years and over	351	392	41	11.7%	560	655	95	17.0%	85,601	106,664	21,063	24.6%
Total	5520	8111	2591	46.9%	31,287	37,825	6,538	20.9%	4,919,479	5,303,925	384,446	7.8%

Source: US Census 2000 and 2010

Figure 2-3: Cambridge Population, 2014



Source: American Community Survey, 2014

INCOME

In 2014, the median household income in Cambridge was \$47,766. This is lower than both Isanti County (\$59,588) and the State of Minnesota (\$60,832). It is estimated that 10.1 percent of residents in Cambridge are living below the poverty line, lower than the statewide rate of 11.5 percent. Household incomes vary by age in Cambridge, with older residents making much less than younger residents.

An estimated 10.4 percent of Cambridge residents over the age of 65 are living in poverty. Unlike the rest of the state, residents under the age of 25 in both Cambridge and Isanti County have high median household incomes. Table 2-3 describes these differences in income by age group.

Table 2-3: Income by Age Group

Age	Median Household Income		
	Cambridge	Isanti County	Minnesota
Under 25	\$50,208	\$49,928	\$28,656
25 to 44	\$59,158	\$72,166	\$68,028
45 to 64	\$65,594	\$76,637	\$74,820
65 and older	\$39,161	\$47,264	\$38,446
All Householders	\$47,766	\$59,588	\$60,832

Source: American Community Survey, 2014

FUTURE GROWTH AND POPULATION PROJECTIONS

Similar to the timing of the last Comprehensive Plan for the City of Cambridge, the City today is poised to continue its growth over the next 20 years. Four formulas were used to calculate possible population projections. The first two methods were based on the actual population counts for the City of Cambridge for the years 1980 to 2015 and assume that growth will continue along these trends through 2040. The formulas are as follows:

Straight Line: This method uses the average number of people per decade that the City added to its population over the past 35 years from 1980 to 2015. The City gained an average of 789 people per year. Thus the City's 2020, 2030 and 2040 populations were calculated by adding 789 people each decade to its 2015 base population.

Exponential: This method uses the average rate of growth the City saw per decade between 1980 and 2015. This calculation reveals that the City grew by 23.1% each decade thus the City's 2000, 2010 and 2020 populations were calculated by increasing the population by 23.1% each decade beginning with the 2015 base.

Top Down: This method combines population projections prepared by the State Demographer's Office with historic population trends. It first calculates the City average share of the County's population from 1960 to 1990. During this period the City on average comprised 18% of the total population in Isanti County. This method then looks at the Demographer's projections for Isanti County through 2040 and allocates 18% of the projected populations to Cambridge. Thus the City's 2000 population is 18% of the County's projected 2000 population, the 2010 City population is 18% of the projected 2010 County population and so on.

Demographer's Rates: This method also uses the State Demographer's projections for Isanti County through 2040 but it assumes that Cambridge will grow at the same rate as the County is expected to grow during each decade. For example the County is expected to grow by 16.8% from 1990 to 2000 so 16.8% was added to the City's 1990 population to estimate its 2000 population. From 2000 to 2010 the County is expected to grow by 6.4% so the City's 2010 population is projected by adding 6.4% to its 2000 population and so on.

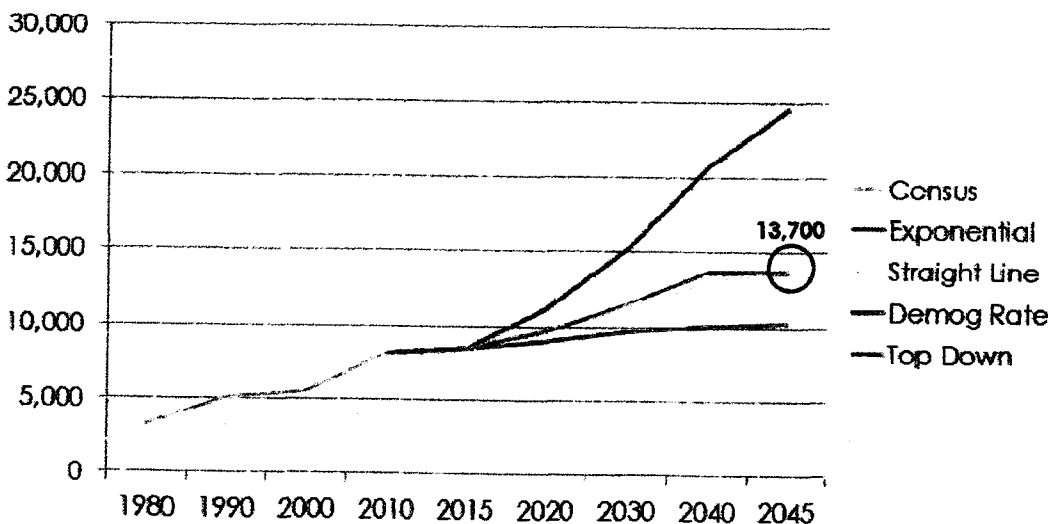
Figure 2-4 illustrates projected growth in the City using these different models.

After working with the Minnesota State Demographer, it was determined that the Top Down method was the most realistic for the City. Relying on state projections for future household sizes (2.45 residents per household), the projected number of households was calculated (Table 2-4). These population and household growth projections have helped to inform future land use and housing needs, as discussed in Chapter 7: Land Use of this Plan. It is important to note that these projections are only an estimate of growth and that projections should be updated routinely, as new population data becomes available.

Table 2-4: Projected Household Growth (relying on the Top Down population projection for 2045)

Year	Projected Population	Projected Households	Household Change
2010	8,111	3,311	
2015	8,496	3,466	+ 155
2020	9,650	3,938	+ 470
2030	11,480	4,684	+ 745
2040	13,660	5,576	+ 890
2045	13,700	5,596	+ 20

Figure 2-4: Cambridge Projected Population



CHAPTER 3: HOUSING

INTRODUCTION

Housing is a critical component of every city. Available, affordable, and safe housing is necessary for a community to accommodate the growth of all segments of its population. It provides a vital link between the community's population growth, economic development goals, and its land use priorities. Cambridge, like most communities in Minnesota, has an aging population. This group has unique needs both in housing amenities and costs. In order to encourage growth in the population and local economy, housing may be needed in Cambridge for residents of differing income levels, multi-family and single-family units, and for purchase and rent.

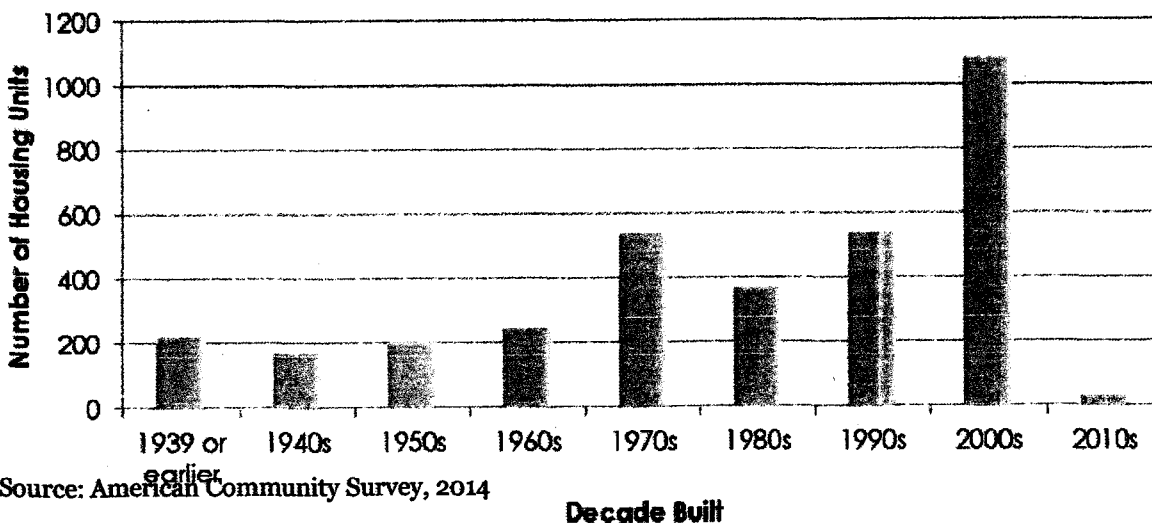
Previous Studies

Since 2013, numerous housing studies have been conducted in Cambridge and in the region (see Appendix A). These studies have assessed housing stock needs for families, working people, and seniors, and if that stock is currently available. These studies found housing needs including:

- Additional units for seniors
- Additional affordable units for working families
- Housing with community facilities such as playgrounds and on-site laundry
- Two-story, walk-up apartments

These studies, with additional community engagement and guidance from the Steering Committee, have helped to inform the housing goals listed at the end of this chapter.

Figure 3-1: Housing Stock Age in Cambridge

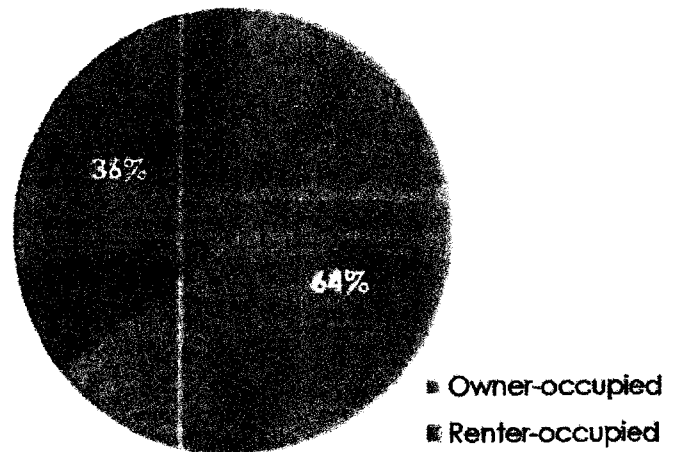


EXISTING HOUSING STOCK

Although some homes in Cambridge are older, especially in the historic downtown, much of the City's housing stock is newer. Over 75 percent of the City's housing stock (3,379 total units) was built after 1970. In fact, the most prolific construction period in the City was the 2000s. This decade saw the construction of over 1,000 new homes. Today, homes built between 2000 and 2010 account for 32 percent of the City's housing stock. This housing stock composition is illustrated in Figure 3-1.

Of the 3,379 housing units in Cambridge, only 193 (5.7 percent) are vacant. As illustrated in Figure 3-2, approximately two thirds of housing units in Cambridge are owner occupied and the remaining third is renter occupied.

Figure 3-2: Housing Tenure in Cambridge



BUILDING PERMITS AND NEW CONSTRUCTION

As discussed earlier in this chapter, the main period of housing stock construction in Cambridge was in the 1990s and early 2000s. As illustrated in Figure 3-3 on the following page, many units were constructed as new neighborhoods in the southwest part of the City. The early 2000s were the main period of growth for these new communities. Some scattered residential development and commercial development did occur during this period as well.

Like many community across America, in the period between 2008 and 2011, the City saw very little new housing construction. The economic downturn and housing market crash halted development across the region. However, the City of Cambridge has again continued to issue residential building permits. In fact, most housing since 2013 has been multifamily units. New residential building permits are summarized in Table 3-1.

Table 3-1: New Residential Building Permits in Cambridge, 2007 - 2016

Year	Residential Single Family	Residential Multifamily	
		Permits	Number of Units
2007	50	3	9
2008	1	0	0
2009	4	1	30
2010	5	0	0
2011	3	1	12
2012	15	0	0
2013	20	1	24
2014	28	12	66
2015	36	1	48
2016	39	10	10
2017*	13	2	172

* 2017 represents a partial year spanning January through April
Source: City of Cambridge

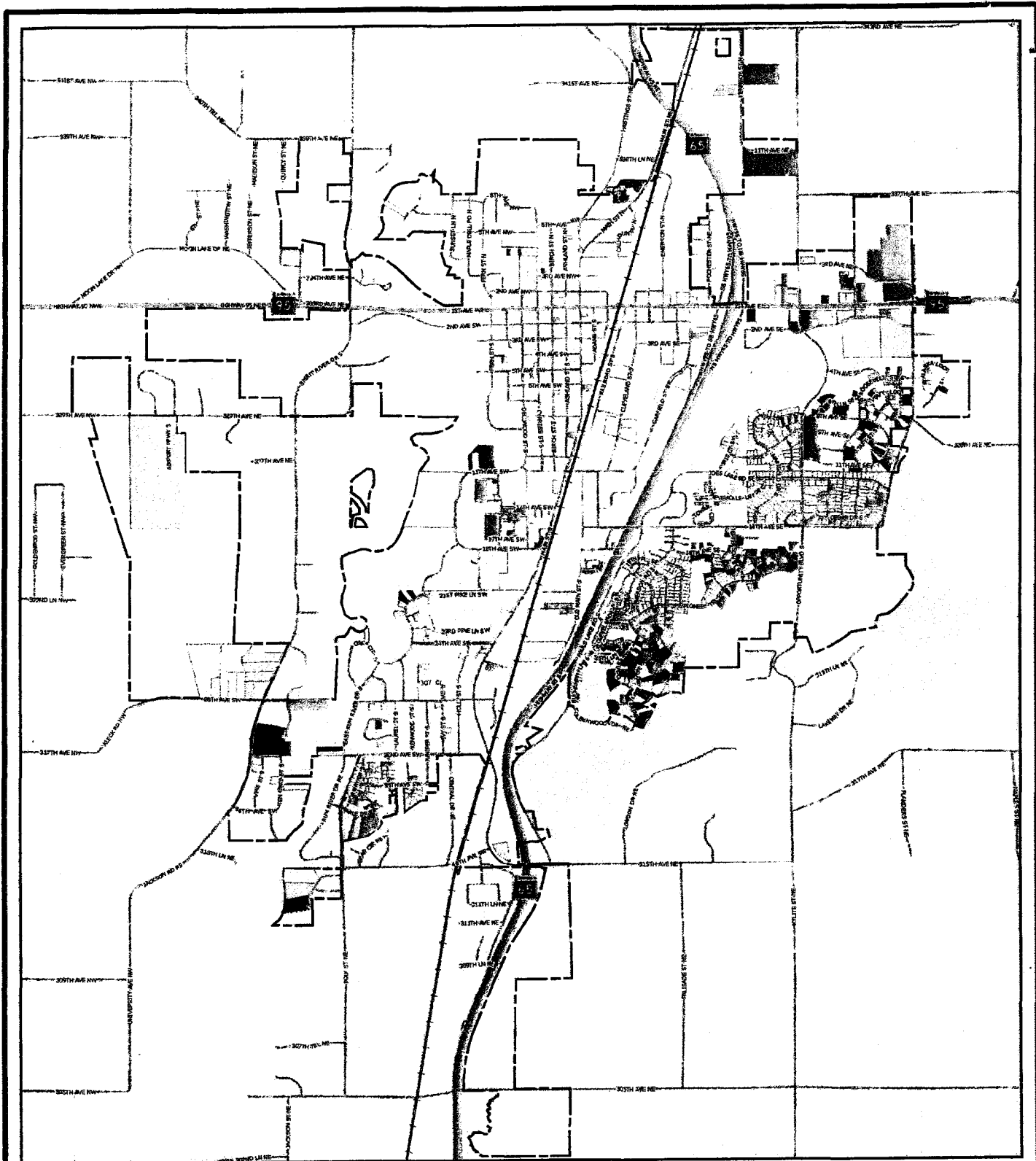
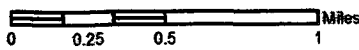
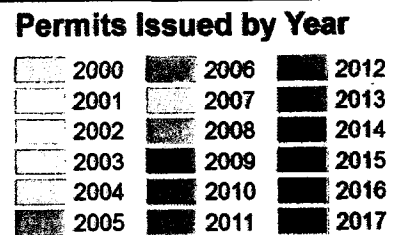


Figure 3-3
New Construction Permits Issued
 (residential and commercial)
 Cambridge, Minnesota



Source: City of Cambridge, 2017

Produced by: Alysa Zimmerman
 March, 2017

Document Path: F:\Community Development\GIS Data\Projects\Comp Plan 2016\GIS MXD Files\Comp Plan New Construction Permits.mxd

HOUSING VALUES AND RENT

In 2014, the median housing value in Cambridge was \$137,800 and the median rent was \$696 per month. Both housing values and rents in Cambridge are similar to, but lower than, units in Isanti County. Housing values across the State of Minnesota are also higher, though this is probably due to housing units in and around the Twin Cities, which tend to be higher than communities elsewhere in the State. Table 3-2 and Table 3-3 describe home values and rent in Cambridge, respectively.

Table 3-2: Home Values in Cambridge

Community	Lower Quartile	Median	Upper Quartile
Cambridge	\$91,700	\$137,800	\$169,500
Isanti County	\$120,600	\$167,500	\$239,900
State of Minnesota	\$123,600	\$185,200	\$275,900

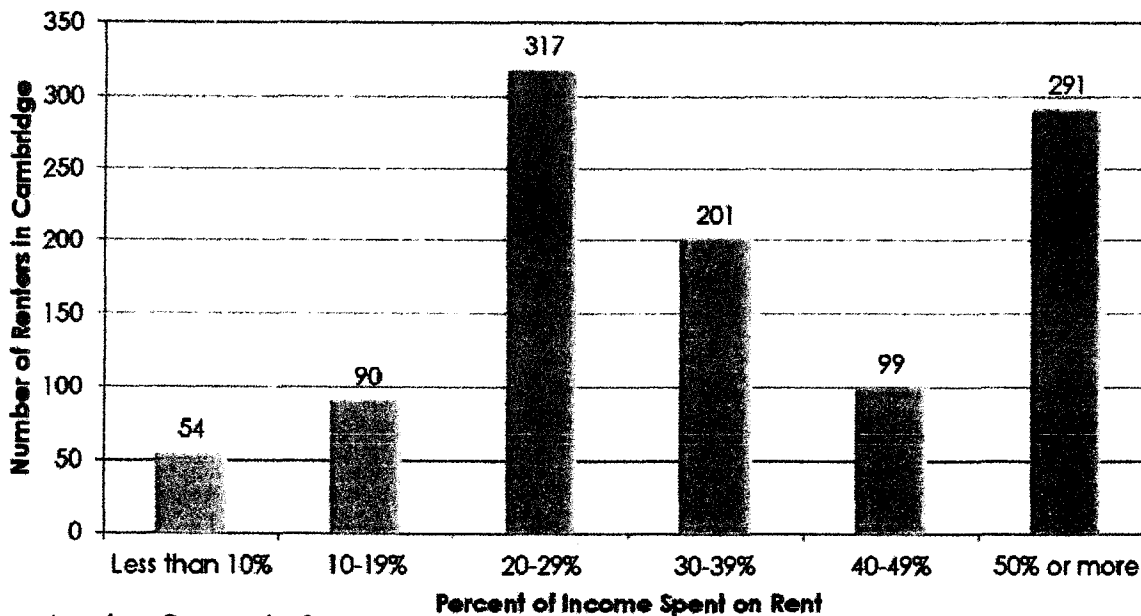
Source: American Community Survey, 2014

Table 3-3: Monthly Rent in Cambridge

Community	Lower Quartile	Median	Upper Quartile
Cambridge	\$542	\$696	\$983
Isanti County	\$529	\$841	\$954
State of Minnesota	\$531	\$835	\$998

Source: American Community Survey, 2014

Figure 3-4: Income spent on rent for renters in Cambridge



Source: American Community Survey, 2014

AFFORDABILITY

What is Affordable Housing?

According to the US Department of Housing and Urban Development (HUD), housing is affordable for a resident if they spend less than 30 percent of their gross income on housing costs. Residents who pay more than 30 percent of their income towards housing costs are considered to be “cost-burdened”. Similarly, homeowners may be burdened if their home is valued at more than 2.5 times their gross annual salary. It’s important to note that housing costs include rent or mortgage payments, utilities, insurance, property taxes (for owned units), and HOA fees.

Housing that is affordable can be subsidized by the government (income restricted units) or occur naturally. Naturally occurring affordable housing includes units that are older or smaller, which makes them lower in value and cost.

Affordability in Cambridge

Despite having lower median rental values than elsewhere in Isanti County, many renters in Cambridge still face challenges affording housing. In Cambridge in 2014, nearly 600 (about 56 percent) of renters were considered cost-burdened. In fact, 291 (28 percent) renters spent more than 50 percent of their income on housing. Figure 3-4 illustrates housing cost-burden in Cambridge. New affordable housing to support the City’s low income population and seniors would help to alleviate the burden for these residents.

Area Median Income and Affordability

When a city, county, or housing and redevelopment authority sets affordable housing requirements, they do so based on the area median income (AMI). The Area Median Income is the median income of all families across the city. In Cambridge, the Area Median Income is \$52,351.

Housing affordability is defined as a housing cost that is affordable to a group of residents earning a percentage of the area median income, in particular, 30 percent, 50 percent and 80 percent of the area median income. Table 3-4 lists the percentages of area median income in Cambridge and the range of unit costs that are affordable to families in those income brackets.

Table 3-4: Area Median Income and Affordable Units in Cambridge

Annual Family Income	Percent of AMI	Affordable Monthly Costs	Affordable Home Value
\$15,705	30%	Up to \$392	Up to \$39,200
\$26,175	50%	Up to \$654	Up to \$65,400
\$41,881	80%	Up to \$1,047	Up to \$104,700
\$52,351	100% (median)	Up to \$1,308	Up to \$130,800

Affordability Solutions

There are numerous programs, strategies, and designs that may create housing opportunities for all residents of Cambridge, regardless of their income or stage in life. These strategies have been implemented in communities across America as ways to address diverse housing needs. Some of these solutions include:

- **Mix of units in the city:** apartment units, condominiums, and townhomes are smaller and often less expensive to build per unit than single family units. An example of this diversity of units can also include Accessory Dwelling Units.
- **Planned Unit Developments:** PUDs allow for flexibility to develop single family and townhomes in the same neighborhood. Cambridge currently has a Planned Unit Development District that allows for increased density in new, planned neighborhoods.
- **Affordability Requirements:** the City can set standards that require a certain number of units in new apartment buildings be rented at 80 percent AMI.
- **Developer Incentives:** incentives can be used to encourage affordability such as allowing increased density, reduced parking requirements, or tax benefits.
- **Accessory Dwelling Units (ADUs):** private property owners can help to increase the rental housing stock by building small units on their property. ADUs can be located within a single family home (a "granny flat") or be a separate structure (a carriage house).
- **Land Trusts:** a non-profit or government agency owns land and allows a family own the home on top of the land. When the home is bought or sold, it is sold for less, since the value of the land is not incorporated into those costs.

HOUSING GOALS

Goal 1

Provide for the needs of Cambridge's multigenerational community by supporting a variety of housing types, including affordable housing and neighborhood development forms.

- Policy 1.1: Identify and actively pursue housing goals, needs, issues and resources.
- Policy 1.2: Recognize and promote the goals of the City's HRA housing plans.
- Policy 1.3: Encourage the development of a balance of housing types, including market rate, low to moderate income, and congregate, to meet the needs of all citizens, including young adults and senior citizens.
- Policy 1.4: Work closely with Federal, State, County, and local agencies and organizations that can help Cambridge meet its housing goals.
- Policy 1.5: Encourage the private sector to utilize Federal, State, County, local, and other available resources and incentives in order to promote varied housing opportunities.
- Policy 1.6: Encourage the location of a wide range of housing types throughout the City to avoid a concentration of high density.
- Policy 1.7: Encourage and promote the development of senior housing.
- Policy 1.8: Continue to partner with organizations like the Greater Minnesota Housing Fund, Minnesota Housing, the Initiative Fund, and other organizations to deliver safe, attractive, and affordable housing.

Goal 2

Support Cambridge's quality of life; promote the community's unique character through the development of diverse, well-designed, and well-connected residential neighborhoods.

- Policy 2.1: Develop and enforce the necessary codes to ensure the continued maintenance of the housing stock.
- Policy 2.2: Promote and support the rehabilitation or redevelopment of substandard housing. Explore opportunities for the City to participate financially on redevelopment projects that remove blighting influences and market obsolete buildings and replace them with projects that meet community needs.
- Policy 2.3: Promote the maintenance and improvement of the existing housing stock, including retrofitting existing homes to better serve today's families.
- Policy 2.4: Identify and explore zoning methods that allow mixed-use neighborhoods, which could include encourage a variety of housing types, styles, and values as well as supporting commercial uses.
- Policy 2.5: Consider innovative ways to increase residential density in existing developed neighborhoods without negatively impacting adjacent land uses.
- Policy 2.6: Support and enhance Cambridge's residential character by establishing regulations that specifically address how the proposed residential neighborhoods:
 - a. Are compatible with adjacent uses, public facilities, and infrastructure systems;
 - b. Impact surrounding environmental and natural resources;
 - c. Access, where applicable, nearby parks, public spaces, recreational facilities, and greenways, blueways, and natural open spaces;
 - d. Connect to adjacent residential developments, mixed-use centers, economic areas, public facilities, natural resources, and other community facilities; and
 - e. Contribute to the overall design, landscaping, and aesthetics that make up the community's character.