



ECONOMIC DEVELOPMENT COMMISSION
Thursday, July 14, 2016
Council Work Session Room
7:30 a.m.

AGENDA

1. Call to Order
2. Roll Call
3. Approval of May 12, 2016 meeting minutes.
4. Approval of June 9, 2016 Meeting minutes.
5. Old Business
 - A. Project Updates
 - B. Business Visit List 2016
 - C. Use of Public Sidewalk and Public Space Update
6. New Business
 - A. Coop vs. Condo – Robin Krueger from Hearth Development/Gladstone
 - B. Home Occupation/Accessory Structure Ordinance Update – Chuck Darnell
 - C. Drug Paraphernalia Ordinance Update – Doug Borglund
 - D. Celebrate Anoka Day 2016 –Doug Borglund
7. Communications and Reports
 - A. Marketing & Communications
 - Discover Anoka
 - ABLA – July 2016, no meeting.
8. Miscellaneous
 - A. Discuss August's Meeting Agenda
 - B. 2016 EDC Meeting – Cablecast meeting
9. Adjournment

Administration Department
2015 First Avenue North, Anoka, MN 55303
763-576-2725
www.ci.anoka.mn.us



Memo

To: Economic Development Commission
From: Doug Borglund, Deputy Community Development Director
Date: July 14, 2016
Re: Thursday, July 14, 2016 Agenda

1. **Call to Order.** This meeting will be held in the Council Work Session Room at 7:30 a.m. at Anoka City Hall.
2. **Roll Call. Staff will record the names of those present at the meeting.**
3. **Approval of May 12, 2016 Meeting Minutes.** Staff recommends approval of the May 14, 2016 meeting minutes with your corrections or additions. **(Attachment 1)**
4. **Approval of June 9, 2016 Meeting Minutes.** Staff recommends approval of the June 9, 2016 meeting minutes with your corrections or additions. **(Attachment 2)**
5. **Old Business**
 - A. Business Visit List 2016
 - B. Use of Public Sidewalk and Public Space Update – Doug Borglund will provide a verbal update based on the City Council workshop held June 27, 2016.
6. **New Business**
 - A. Coop vs. Condo – Robin Krueger from Hearth Development will update the Board on the Gladstone project and discuss with the board the difference between condo's and cooperatives. This was requested at the last meeting.
 - B. Home Occupation Accessory Structure Ordinance Update – Chuck Darnell, Associate Planner will discuss with the board the proposed ordinance amendment. **(Attachment 3)**
 - C. Drug Paraphernalia Ordinance Update **(Attachment 4)** – Doug Borglund

The proposed Drug Paraphernalia Ordinance will be considered by the City Council:

- Letters to all current tobacco license holders, 3 building owners, and downtown 1 retailer who is not a tobacco license holder. The letter and a copy of the ordinance language was sent out on June 30th.
- The first reading of the ordinance is planned for the July 18th City Council meeting.
- The second reading is tentatively set for the August 1st City Council meeting.

D. Celebrate Anoka Day 2016 Update (**Attachment 5**) – Doug Borglund

- Invitations/registrations forms will be mailed the week of July 11 (or earlier)
- A letter was sent to Federal Premium for consideration of title sponsorship
- Republic Services is confirmed as a putting green sponsor
- Staff appreciates any help with solicitation for golfers, hole sponsors, and door prizes
- Fees remain the same this year
- The DRAFT invitation is attached for more information
- Staff encourages EDC members to participate in the tournament

7. **Communications and Reports**

A. **Marketing & Communications.** Staff and Commissioners will provide an update on the following.

- Discover Anoka Update
 - Working to enhance their marketing efforts:
 - ✓ Social media: started using #Discover Anoka and added an Instagram account
 - ✓ Preparing a press kit
 - ✓ Reaching out to bloggers, food critics, etc.
 - ✓ Targeting new groups of people
 - ✓ Sidewalk Sale Days is July 21-23
 - ✓ 10K Brewing is opening a Minnesota gift shop next to its brewery
 - ✓ Kyle's Collectibles moved to Main Street
 - ✓ Fabfest is November 5
 - ✓ Members may have a booth at the Anoka Class Car Show once a month – rotate
 - ✓ City staff reported to Discover Anoka about:
 - ✓ Celebrate Anoka Day
 - ✓ Fireworks & Ice Cream Social
 - ✓ Farmers Market – which begins on July 11
- ABLA– Executive's Update – Update available in August. No meeting in July.

Miscellaneous.

A. **Discuss August Agenda** – Staff would like to ask if the EDC has any special presentations they'd like or information they thought might be useful.

B. **2016 EDC Cablecast Meeting** – Cablecast this meeting.

Potential Topics:

1. Open to Business
2. Anoka Area Chamber of Commerce
3. Housing and Redevelopment Authority (HRA) available programs
4. Tax Increment Financing (TIF) – explanation of purpose and benefits

(Note: Staff is trying to get a date scheduled. Staff will update the EDC once a date is determined.)

9. **Adjournment.** Let's plan to adjourn no later than 9:00 a.m.

CITY OF ANOKA
ECONOMIC DEVELOPMENT COMMISSION
MEETING MINUTES
MAY 12, 2016

Call to Order: Chairperson Kelly called the EDC meeting to order at 7:30 a.m. at Anoka City Hall, 2015 First Avenue North in the City of Anoka.

Roll Call: EDC Members present were: Jerry Cotton, Dr. Gene Dvoracek, Tracy Kelly, Jason Peters, Andy Peterson, Tom Redmann, Kelsey Swokowski, and Jessica Thunder. EDC members absent were: Gary Fahnhorst. Staff present: City Manager Greg Lee and Deputy Director of Community Development Doug Borglund.

Approval of Minutes: MOTION BY COMMISSIONER COTTON, SECONDED BY COMMISSIONER DVORACEK, TO APPROVE THE MINUTES OF THE APRIL 14, 2016 EDC MEETING, AS PRESENTED. MOTION CARRIED.

Introduction of Doug Borglund – Deputy Director of Community Development: Mr. Lee introduced Doug Borglund the new Deputy Director of Community Development, noting that following today Mr. Borglund will become the new staff contact for the EDC.

Mr. Borglund introduced himself and provided a brief summary of his career experience, noting that he has 20 years of experience in local government positions. He stated that he looks forward to working with the members of the EDC.

The Commission welcomed Mr. Borglund.

OLD BUSINESS:

Projects Update: Mr. Lee stated that the Council recently granted approvals for the City to purchase four properties from Riverplace and approved the final plat for the relocated Riverplace site which is along Highway 10 and also approved a Planned Unit Development (PUD) for that new Riverplace campus. He stated that all the necessary approvals have been issued with the exception of the Development Agreement which will go before the Council on May 16th. He stated that the actual construction on the new Riverplace site will begin in the next two weeks and the business has 180 days to complete construction, which would mean that the business will relocate before the end of the year. He stated that the Park Board and Historic Preservation Society will begin discussions on the plans for the existing Riverplace site and potential riverwalk, noting that the buildings will most likely be removed at the beginning of the next year. He referenced the east liquor store owned by the City and advised that the City placed an offer to purchase the property west of the liquor store. He stated that the City completed an environmental review of the property and there were no issues identified as the underground tanks that existed on that site were removed years ago. He stated that if the purchase is accepted the City would expand the parking lot and then determine plans for expansion of the liquor store. He stated that the City is a member city of the Minnesota

Municipal Power Agency which has determined that they would like to increase actual power production in various locations within member cities, specifically building natural gas powered plants. He noted that the agency began in Chaska and has identified Anoka as the next location. He stated that the agency has said that although it's a power plant it can be designed to look like a residential building. He noted that the agency has identified a potential location near the train station at 501 Pierce and is working with staff to determine if the site fits their needs. He stated that the facility would create waste heat that could be used by a surrounding user, but noted that the surrounding users would not require that type of heat but there could be a potential to link that waste heat to the government center.

Commissioner Redmann stated that there seems to be some risk in the economics using one energy source to create another. He asked what would happen if the cost of natural gas rises and the cost of electricity decreases.

Mr. Lee stated that the agency has researched the economics and would have more information on that aspect. He stated that the agency is looking to place the plants in the larger communities that are members, which were Chaska, Anoka and he believed Elk River. He noted that the agency is open to conform to the architectural preference of the City and advised that the City has referenced the architecture of the parking ramps in downtown and near the train station in order to provide a reference.

Commissioner Dvoracek noted that this would be a fairly clean source of energy. He asked the timeline.

Mr. Lee replied that the agency is aiming for 2018.

City of Anoka Marketing – Development Opportunities Booklet Update: Mr. Lee stated that the marketing booklet has been completed but noted that the booklet will be a working document that will constantly be evolving and updated.

Commissioner Peters suggested linking the PDF version of the booklet to the PID links which would easily allow users to conduct further research on the tax statements.

Mr. Lee stated that there are parcels currently owned by the County that were included in the booklet and explained that the City can acquire the parcels in the future when there are development proposals.

Commissioner Peterson stated that a link to Google maps might also be helpful as that could provide potential buyers with a quick look at the area surrounding the site.

NEW BUSINESS:

Downtown Signage: Mr. Lee stated that this is part of a larger issue that will be discussed at the June 27th City Council Worksession. He noted that the discussion will include downtown business signage, utilizing the sidewalks by businesses in the

downtown area, and for businesses that serve alcohol (specifically along Jackson Street) whether a portion of the sidewalk could be used for outdoor seating. He stated that this group would first discuss the issue of downtown signage. He noted that temporary signage is sometimes used in the downtown area, such as sandwich boards used to advertise specials, and displayed photographs of examples. He noted that there is a fine line between what is best for downtown businesses and what is best for the aesthetic of the public right of way. He noted that in one instance a business used a very large sandwich board sign that completely blocked the sidewalk, which is not safe for the public walking down the sidewalks. He stated that although the items along the sidewalk (signs, benches, tables and chairs) increase in the summer, there are instances in the winter as well. He did not think there were major problems but believed that this is the right time for the City to determine their preferences and set some guidelines. He asked for comments and recommendations from the EDC and noted that ABLA will also be consulted prior to the Council Worksession.

Commissioner Peterson stated that he has lunch on Jackson Street a few times a week and also frequently walks through the downtown area. He stated that staff can contact the businesses without ordinances through many sources (such as ABLA, Discover Anoka, or the Chamber of Commerce) and was not in favor of adding more ordinances.

Commissioner Dvoracek also believed that staff could contact the business owner if there is a problem identified rather than adding another ordinance.

Commissioner Peterson suggested that a procedure be identified that could be followed and a staff person could be identified that could monitor problems. He stated that he has never had a problem with the signs along Jackson Street. He stated that there is a need for the garbage cans and ash trays to prevent litter from the street area.

Mr. Lee stated that the sidewalks were widened to allow additional pedestrian movement and there needs to be direction on the mix allowed between signs and other items and pedestrians. He noted that if there is not an ordinance it can be seen as objective enforcement.

Commissioner Peters stated that there could be language included in a tenant's lease that would address the amount of signage and placement allowed.

Commissioner Dvoracek agreed that the issue should be dealt with locally as much as possible. He noted that if complaints arise then it could be taken further.

Mr. Lee stated that he did not want to wait for complaints to come in and would rather look at the issue proactively. He noted that other communities also use sandwich boards and he does not oppose those boards but simply wants to see it done tactfully.

Commissioner Swokowski stated that she would be more interested in the issue of table and chairs being allowed.

Mr. Lee replied that the Commission will discuss that issue at their next meeting. He noted that there is an ordinance that allows a business to utilize one third of the sidewalk up to three feet, noting that there has not been a problem thus far.

Commissioner Peterson referenced one or two businesses along Main Street that have a small table and chairs that have not been a problem.

Chairperson Kelly stated that there seems to be consensus that access should not be restricted and perhaps instead there should be discussion of how much space is needed for access.

Commissioner Peterson noted that there is already the limit of one third, or three feet of the sidewalk, and that information could be placed into a flyer and distributed to the businesses.

Mr. Lee agreed but noted that the problem that arises if that businesses are placing their signs further out away from the building rather than keeping the signs closer to the building. He agreed that the information could be developed into guidelines rather than an ordinance.

Mr. Borglund stated that when he worked in Forest Lake they had a similar issue and began with guidelines that evolved into an ordinance because business owners were critiquing each other and their application of the guidelines. He agreed that it would not hurt to start with something gentle and that could evolve into something further if needed. He noted that the business owners were involved in the creation of the ordinance in Forest Lake. He noted that the issue is not uncommon for cities.

Commissioner Redmann suggested that visibility be considered as well since that is an element of safety.

Mr. Lee agreed and noted that the reason the bump outs were created was to increase visibility of pedestrians but are now sometimes being used for sandwich board signs.

Commissioner Redmann stated that permanent landscaping can also be an issue with visibility, but acknowledged that is another topic.

Commissioner Peterson noted that monument signs and landscaping around the signs can be an issue with visibility. He stated that if a pylon sign is done correctly that can sometimes be a better choice.

Mr. Lee stated that the use of the sidewalk will be discussed at the next meeting to continue this discussion, with the last portion of the discussion centering on businesses that serve alcohol and whether patio type activity should be allowed on the public right-of-way.

COMMUNICATIONS AND REPORTS:

Marketing and Communications Updates:

- Discover Anoka: Commissioner Peterson provided a brief update on recent events there were held. He stated that there was a planning meeting held earlier in the week which had great attendance, noting that they are looking to remarket Anoka. He stated that a Committee was created to bring ideas to the Discover Anoka group for a general marketing plan.

Chairperson Kelly asked if the group is funded by the business members.

Commissioner Peterson noted that ABLA contributes \$10,000 per year and the members of the group also have a monthly membership fee, noting that the fee is kept low to ensure that all businesses can participate.

- ABLA – May 3rd Meeting: Mr. Lee stated that the group met on May 3rd and he introduced Mr. Borglund to the group at that meeting. He advised that the Halloween Stamp event was discussed which will be held on September 29th at 11:00 a.m. He stated that ABLA also discussed the possibility of creating their own website and the group is working to determine how that would be maintained and updated.

- Celebrate Anoka Day – Annual Celebrate Anoka Day, September 12, 2016: Mr. Lee had nothing new to report but wanted to ensure that the event remains on the calendar for the Commissions. He stated that historically a coach bus was rented to visit the different sites in Anoka to highlight current development and available sites. He noted that although the bus tour was not held the previous year he believed that the tour would continue this year.

Commissioner Dvoracek believed that the event was held on a separate day from the golf event in the past.

Mr. Lee stated that staff would determine if it would be best to have the bus tour on the same day or a separate day.

Commissioner Thunder stated that she would prefer to keep the events separate as she does not golf.

Commissioner Dvoracek noted that keeping the events separate would also help to ensure that people are not choosing between the events and may increase participation.

MISCELLANEOUS:

Transportation Services Brochure: Mr. Lee stated that at a previous meeting he mentioned the transportation services brochure that was developed in the past to highlight the transportation opportunities. He stated that the document was included in the Commission packet for review.

Commissioner Thunder asked how frequently the brochure is updated. She noted that often the people that use the document are not going online frequently to find information and therefore the paper document would need to be updated as well.

Mr. Lee noted that the document was updated four or five months ago and has been distributed to certain locations. He stated that he could have staff verify the information and update the brochure on an annual basis.

Other: Commissioner Peterson asked for an update on real estate brokers and marketing of City owned properties.

Mr. Lee provided an update.

Mr. Borglund stated that the City is currently working with three firms that have about six properties each. He noted that the HRA has decided to hold their properties for the time being.

Discuss Next Agenda - June 9, 2016: Mr. Lee noted that the downtown signage and use of the sidewalk discussion will be continued at the June meeting.

Commissioner Peters asked if there has been any discussion with the liquor store regarding the potential of Sunday sales being passed through the legislature.

Mr. Lee stated that the liquor store manager does not believe that there will be increased sales but noted that the store would need to remain open on Sunday in order to be competitive.

Commissioner Swokowski asked if there is a cost analysis that has been done for other states that have Sunday liquor sales to show business owners, as that could ease some concerns and help guide decisions.

Mr. Lee stated that the municipal liquor store would be open if Sunday sales are allowed, whether they are making money or not, in order to remain competitive and retain customers.

September 2015 EDC Meeting - Cablecast: Chairperson Kelly stated that he wants to ensure that the items that will be discussed will fit within the typical 90-minute timeframe for the meeting.

Mr. Lee agreed that the agenda is becoming larger and may need to be pared down.

Chairperson Kelly stated that the update from Open to Business could be made at a regular Commission meeting rather than including that in the cablecast meeting.

Commissioner Thunder noted that cablecast meetings typically run quickly because the Commissioners often have less discussion and comments because of the camera and therefore the presentations are helpful. She noted that a time limit could be set for presenters.

Chairperson Kelly stated that the Open to Business update could still be moved to a regular Commission meeting, noting that the most important item in his opinion would be TIF.

Commissioner Peters stated that he did a presentation for his masters on TIF and could provide that as well. He agreed to send it to Mr. Lee.

Mr. Lee provided an update on an upcoming expansion for Vista Outdoor. He advised that MnDOT has secured funding for a study to determine what would be needed to create a grade separation for the railroad crossing at Ferry Street, which is the highest ranking crossing in the state of Minnesota. He stated that the study should be completed by August of this year and if it is feasible MnDOT would continue right into the design phase.

Group Picture: The Commission took a new group picture following the meeting.

Adjournment: The meeting was adjourned upon a motion by Commissioner Redmann, a second by Commissioner Dvoracek, and a unanimous vote of those present at 9:00 a.m.

Amanda Staple, *TimeSaver Off Site Secretarial, Inc.*

CITY OF ANOKA
ECONOMIC DEVELOPMENT COMMISSION
MEETING MINUTES
JUNE 9, 2016

Call to Order: Acting Chairperson Fahnhorst called the EDC meeting to order at 7:30 a.m. at Anoka City Hall, 2015 First Avenue North in the City of Anoka.

Roll Call: EDC Members present were: Jerry Cotten, Dr. Gene Dvoracek, Gary Fahnhorst, and Jessica Thunder. EDC members absent were: Tracy Kelly, Jason Peters, Andy Peterson, Tom Redmann, and Kelsey Swokowski. Staff present: Deputy Community Development Director Doug Borglund.

Approval of Minutes: The minutes were tabled until the next month.

OLD BUSINESS:

Projects Update: Mr. Borglund reported that the Eagle Brook Church project, which is the former K-Mart building, has gotten started and is moving along. He noted that the Volunteers of America (VOA) Homestead had a target completion of spring 2016 and advised that the site will soon hold a ribbon cutting. He advised that some streets near the Walker Methodist project have been closed for the completion of the skyway and advised that the project continues to move forward, noting that staff has been working with them on the landscaping plan and the project is on target to open this summer. He stated that building permits continue to be pulled for Rum River Shores. He stated that Vista Outdoors is planning a 61,000 square foot expansion, noting that the project received approval from the Planning Commission and will be on the next agenda for the City Council. He confirmed that the expansion will be attached to the existing building. He stated that the project is tied to the Greenhaven Parkway project as the City is exchanging some land to be used for the road project which will take place in 2017. He stated that the City would like to have the cell phone tower site develop into townhomes along with the Greenhaven Parkway project next year, noting that he has begun to reach out to developers to determine interest in the project.

What is the timeframe for the Riverplace Project?

Mr. Borglund stated that he was unsure of the target completion date but assumed that it was summer. He stated that Riverplace Counseling Center is well underway, noting that footings have been poured and framing is beginning. He stated that the closing took place and the acquisition of the exiting location is complete.

What is the total square footage being constructed and how many units?

Mr. Borglund replied that there would be 9,000 square feet of office and ten townhomes. He noted that perhaps this winter, once the relocation is complete, some of the existing buildings will be torn down. He explained that there was a leaseback option in the

closing which allows the business to continue to operate in the existing location that the City now owns until their new construction is complete. He stated that the parking lot adjacent to City Hall is about one week from completion and will be a great improvement.

Will the new parking lot continue to be used for community events?

Mr. Borglund stated that there will be electric available and places to anchor tents so that the lots can be used for events.

Mr. Borglund reported that the closing took place on the Gladstone Senior Cooperative the past week, noting that construction would begin by November 1st. He stated that the developer is excited to get started and is doing well with their sales, noting that the developer is about four or five units short of their target sales. He stated that the building would be three stories and approximately 44 units.

Could we have a discussion to discuss the difference between a Coop and Condo?

Mr. Borglund replied that the Champlin project is United Properties, Applewood Pointe which is a cooperative. He stated that he could provide additional information in the next packet which compares senior condominium ownership and a senior cooperative.

Acting Chairperson Fahnhorst stated that the biggest complaint he has heard about condominium ownership is the association fee.

Mr. Borglund stated that it is always the hope that the community would like to age in place. He stated that having a variety of housing products in the community would provide people with the option to remain in the community as they age and their housing desires/needs change.

City of Anoka Marketing – Development Opportunities Booklet Update: Mr. Borglund stated that there was a comment at the last meeting about adding links to the County information and noted that the links have been added to the online booklet.

2016-2017 Goals Update/Recap: Mr. Borglund noted that he added this item to the agenda in order to review and determine where the Commission is on some of these items. He referenced the signage plan and asked for information on where the progress is at this time.

Commission comment

Acting Chairperson Fahnhorst stated that he believed that some things were already happening in regard to signage as the signs are being updated in conjunction with development or projects in those areas.

Mr. Borglund confirmed that the signage is an ongoing project.

Commission discussion

Mr. Borglund briefly reviewed the list of goals and the Commission provided an update on the status of each item or contacts that they may have for Mr. Borglund to reach out to.

Development Property Listings Update: Mr. Borglund reviewed the different members of the planning department staff and which duties they are responsible for. He also reviewed the different real estate brokers that the City is working with to market the different properties included on the marketing brochure, noting that he has asked the different brokers to provide monthly update. He noted that he will also provide updates to the Commission.

NEW BUSINESS:

Use of Public Sidewalks: Mr. Borglund stated that this item primarily affects the downtown area. He noted that as weather warms up and summer arises some businesses will begin to put out tables and chairs on the sidewalk. He stated that there has been discussion on how public right-of-way is used and what is appropriate. He noted that there are a separate set of rules of outdoor consumption of alcohol. He stated that included in the packet were photographs of situations currently existing in Anoka where the public right-of-way is being used by a business.

Commission question

Mr. Borglund replied that there is really nothing that addresses those types of issues currently.

Commission discussion

Mr. Borglund stated that the idea is to establish some kind of standards so that if an issue arises there are standards that can be used to assist. He noted that currently sandwich boards are prohibited but signs that are being used.

Commission comment

Mr. Borglund replied that the City Council will also discuss use of public right-of-way and signage at their workshop on June 27th.

Commission comment

Mr. Borglund stated that staff would not be walking the street looking for violations but would use the standards as a guide in the case that something does need to be addressed. He noted that sometimes in the fall items are not removed from the sidewalk and then freeze to the sidewalk. He stated that the standards could include a timeframe as items

would need to be removed for the winter season to allow for shoveling and so that they do not cause a slipping hazard when freezing and melting occur.

Commission comment

Mr. Borglund noted that this is all discussion and the Council will also have their discussion to help guide the direction staff will go with this.

Commissioner Dvoracek commented that ABLA should be brought into the discussion as well.

Mr. Borglund stated that the issue with sandwich signs was discussed at the ABLA meeting and agreed that this item could also be discussed with ABLA. He stated that whichever direction this item moves it would be nice to have standards in place to assist.

Commission comment

Mr. Borglund replied that a lot of downtown areas share the same challenges.

Acting Chairperson Fahnhorst asked if there is a timeline after the Council discussion. Mr. Borglund stated that staff is not sure the direction this will take but noted that he will continue to keep the Commission updated.

Business Visit List 2016: Mr. Borglund stated that he reached out to Mr. Thorvig to better understand how the list was developed and Mr. Thorvig explained that the Commission developed a list of businesses to visit each year. He noted that his intent for placing this item on the agenda was to determine what had been done on the list.

Commission discussion

Mr. Borglund replied that he will follow up with Ms. Bowman to gain her input on the progress made on the list of business visits.

COMMUNICATIONS AND REPORTS:

Marketing and Communications Updates:

- Discover Anoka: Mr. Borglund stated that there has not been a recent meeting.
- ABLA – June 7, 2016 meeting:
- Anoka County Brokers Event – October 18, 2016 from 9:00-11:00 a.m.:

MISCELLANEOUS:

Discuss Next Agenda: July 14, 2016.

June 1, 2016 Chairpersons Communication Board Meeting:

September 2016 EDC Meeting – Cablecast meeting:

Adjournment: The meeting was adjourned upon a motion by Commissioner ____, a second by Commissioner ____, and a unanimous vote of those present at 8:55 a.m.

Amanda Staple, *TimeSaver Off Site Secretarial, Inc.*



MEMORANDUM

To: Planning Commission
From: Chuck Darnell, Associate Planner
Subject: June 21, 2016 Work Session; Home Occupations in Accessory Structures
Date: June 16, 2016

Background

In December of 2015, the City considered a request for an interim use permit to allow a home occupation in a carriage house on the property at 1627 South Ferry Street. The request was denied due to the inability of the applicant to show that the proposed use would be temporary in nature, as required by the zoning ordinance. At that time, the Council indicated that they would like to discuss this issue further and discuss whether the zoning ordinance should be amended.

The Council discussed this item at their April 25, 2016 worksession meeting, and directed staff to make changes to the ordinance that would not allow for home occupations to be conducted in accessory structures.

Discussion

Attached is the memo from the April 25, 2016 Council worksession, which has more detail on the issues associated with home occupations being conducted in accessory structures. Also attached is the section of the zoning ordinance that provides the opportunity for an applicant to request an interim use permit to operate a home occupation in an accessory structure.

The Planning Commission discussed this item at the May 17, 2016 work session meeting, but decided to table it and consider it again at the next meeting.

Staff would like to discuss potential changes to the ordinance language that would not allow for home occupations to be conducted in accessory structures, and will be asking for guidance from the Planning Commission on proposed changes.

Attachments

- Memo from the April 25, 2016 Council worksession
- Section of the zoning ordinance that applies to home occupations in accessory structures

COUNCIL WORKSESSION MEMO

3.3

Meeting Date	April 25, 2016
Agenda Section	Council Business/Discussion Items
Item Description	Discussion; Interim Use Permit; Accessory Structures
Submitted By	Carolyn Braun, Planning Director

BACKGROUND INFORMATION

In December of 2015, the City considered a request for an interim use permit to allow a home occupation in a carriage house on the property at 1627 South Ferry Street. The request was denied due the inability of the applicant to show that the proposed use would be temporary in nature, as required by the zoning ordinance. At that time, the council indicated that they would like to discuss this issue further and discuss whether the zoning ordinance should be amended.

Home occupations in general

Home occupations are intended to be uses that are secondary to the residential use of the property. Typically home occupations are conducted within the residential dwelling and are permitted if the property continues to function and looks like a residential property. They are also to be conducted by the owner or owner's family. Home occupations are regulated to maintain the residential character of the property, primarily as a means to maintain residential property values and to maintain the peace, enjoyment and quiet of a residential neighborhood.

Of those ordinances on home occupations reviewed to date, those that allow home occupations in an accessory structure limit the amount of space that can be used within an accessory structure by percentage or square feet and do not allow full use of the accessory structure (usually a garage). The home occupations are allowed in existing structures or those that were constructed for residential use, such as a garage.

Construction of a building specifically for a home occupation calls into question whether the use is a secondary use to the residential use and whether the proposed use is temporary, as required by the code. If used entirely for a home occupation, it could be argued that the building is being used for a commercial purpose and could be taxed or conveyed as such.

FINANCIAL IMPACT

None.

COUNCIL DIRECTION REQUESTED

Staff would like direction from the City Council on whether staff and the Planning Commission should draft amendments to the zoning ordinance related to home occupations. Listed below are several options as examples; they are not intended to be all inclusive.

Options:

- *Clarify the code to state that home occupations are not permitted in accessory structures.*
 - In the past twenty years or so, I do not recall any approvals that allowed a home occupation in an accessory structure. This is likely due to the concern about the impacts to the neighborhood from traffic, noise, etc. The addition of interim use permits to the zoning ordinance created an

opportunity to allow home occupations in an accessory building as a temporary use; however, that option has not been requested until the recent request in December.

- *Amend the code to allow certain specific home occupations in accessory structures with an interim use permit and include a requirement that limits the length of time that the interim use permit can be conducted at the site.*
 - The current time period for home occupations allowed by interim use permit is that the permit expires upon sale of the property. A new property owner would need to get a new permit if they wanted to conduct a home occupation.
- *Amend the code to allow home occupations in accessory structures subject to standards; include a list of prohibited home occupations.*
 - Rather than try to list all possible home occupations, the ordinance would set forth standards that must be met such as appearance, occupancy, outside storage, parking, traffic, operational conditions (noise, fumes, odors, smoke, glare, vibration, waste, electrical interference, deliveries), signage, etc. In addition, the code could list those home occupations the City does not want conducted in accessory buildings. Ordinances reviewed include the following as prohibited home occupations: Wholesale or retail businesses unless entirely conducted by mail and does not involve shipment of merchandise to the premises; manufacturing, welding, machines shops or similar uses; motor vehicle repair; sale, lease, trade or transfer of firearms or ammunition; dispatch centers, etc.
- *Allow specific home occupations with a conditional use permit in an accessory structure. Note: A conditional use permit is not limited by time and, once granted, becomes a permanent property right.*

There are many ways to draft the ordinance. These examples are not intended to be only way this can be done. More importantly, staff needs to know if the council is interested in having home occupations explored further.

Another problem with accessory structures

Due to a recent change in the state building code, buildings of 200 square feet or less do not require a building permit. As such, the city has no way to monitor placement of such buildings for compliance with zoning code requirements, such as height, setbacks, impervious surface, number of accessory dwellings, etc. Buildings of this size could easily accommodate a single car or a home occupation. As such, staff has been discussing the addition of an accessory structure permit requirement to our code which would require a zoning review prior to placement.

- (4) *Violations.* After two nuisances or Code violation complaints have been made and verified with written notices to the home occupation, a public hearing may be called to reconsider the home occupation within 60 days of the last complaint.
- (5) *Revocation.* An interim use permit for a home occupation may be revoked if (i) the property is found to be in violation of the conditions listed in the interim use permit or (ii) if access to the property for the purpose of making an inspection is refused to the zoning administrator or their designee. The same process established for granting an interim use permit for a home occupation shall be followed when considering revocation of a interim use permit for a home occupation.
- (6) *Penalty.* Violation of the home occupation performance standards shall be subject to the enforcement and penalty provisions as contained in this chapter.
- (7) *Performance standards.* Performance standards for home occupations shall be as follows:
 - a. The home occupation must be clearly incidental and secondary to the residential use of the premises, shall not change the residential character thereof, and shall not result in incompatibility or disturbance to the surrounding residential uses.
 - b. No home occupation shall require external alterations or involve construction of features not customarily found in dwellings except where required to comply with the state fire and building code regulations.
 - c. No retail sales of products fabricated off the premises is allowed except for occasional sales of retail products if the dwelling serves as an office for a person regularly engaged in retail sales outside the dwelling but has no other office and if such occasional sales are incidental to and not the primary purpose of the home occupation.
 - d. No stock in-trade other than that permitted under subsection (d)(7)c of this section shall be kept or sold on the premises.
 - e. Only members of the family occupying the dwelling unit may carry on the home occupation.
 - f. There shall be no exterior display, exterior signs, interior displays or interior signs which are visible from outside the dwelling, unless approved with an interim use permit and the property fronts a road designated as an "A" Minor Arterial by the Future Functional Classification Plan Map in the Anoka Community Plan. Home occupation business signs may be either wall or freestanding-type sign. Freestanding signs shall be a maximum of five square feet in area, a minimum of five feet from property lines, shall not be within the sign triangle of any intersection or driveway, and shall be limited to six feet in overall height.

- g. No outside storage or display is permitted.
 - h. No significant increase in levels of noise, dust, smoke, gas, heat, vibration, glare, fumes, odor or electrical interference shall be detectable to the normal senses off the premises.
 - i. No on street parking of vehicles related to the home occupation is permitted.
 - j. No more than one client or customer may patronize the dwelling unit at one time.
 - k. The space devoted to the occupation shall have an inside entrance into the dwelling area.
 - l. All home occupations shall be conducted entirely within the dwelling and not in an attached or detached garage or in an accessory building unless upon approval of an interim use permit by the City Council after recommendation by the planning commission.
 - m. No more than 25 percent of the gross floor area of the dwelling unit shall be used for the occupation.
 - n. There is no increase in sewer, water, gas, electricity, or garbage usage in excess of what is normal in a residential neighborhood such that the neighborhood is adversely affected.
 - o. No customer waiting areas are allowed.
 - p. All licenses or permits required to carry on the occupation shall be obtained.
- (8) *Permitted home occupations.* The following home occupations and similar occupations as determined by the City Council are permitted accessory uses in all residential districts only if all conditions in subsection (d)(7) of this section are fully observed.
- a. Artist, author, composer, sculptor.
 - b. Home crafts, such as model making, rug weaving, woodworking, and similar activities, provided that no machinery or equipment shall be used or employed other than that which would customarily be found in the home, including machinery or equipment that would be ordinarily be employed in connection with a hobby or avocation not conducted for gain or profit.
 - c. Dressmakers, seamstresses and tailors.
 - d. Beauticians and barber shops.



**PLANNING COMMISSION
WORK SESSION
ANOKA CITY HALL COMMITTEE ROOM
Tuesday, May 17, 2016
6:00 P.M.**

CALL TO ORDER:

The Work Session of the Anoka Planning Commission was called to order at 6:00 p.m.

ROLL CALL:

Commissioners present: Chair Don Kjonaas, Borgie Bonthuis, Manley Brahs, Sandy Herrala, Peter Rech and James Cook.

Commissioners absent: Karna Brewer.

Staff present: Chuck Darnell, Associate Planner.

DISCUSSION ITEMS:

1. Discussion – Planned Unit Development Size

Associate Planner Darnell introduced the topic, reviewing a recent development project that required a variance to create a Planned Unit Development (PUD) smaller in size than the minimum sized PUD that is normally required by City Code. The City Code currently states that a PUD must be at least five acres in size. This initiated a discussion by the City Council on whether that size requirement accurately reflects the types of development and redevelopment sites that are available in the City.

Staff reviewed other development sites available in the City and completed research on other cities that regular PUD size. Based on that information, staff is proposing that the ordinance language related to the five acre minimum PUD size be updated to better reflect the development opportunities in the City of Anoka. Staff proposed that the language be changed as follows: Planned Unit Development districts (PCD, PID, PRD, PTOD), which may consist of a parcel or contiguous parcels of land, shall be not less than two acres or more in size. Tracts of less than two acres may be approved only if the Applicant can demonstrate that a project of superior design can be achieved or that greater compliance with comprehensive plan goals and policies or adopted master plans can be attained through the creation of a PUD district.

Chair Kjonaas asked what the negative impacts would be ok keeping the minimum size PUD at 5 acres. Staff stated that if smaller development sites were to request a PUD, they would need to request a variance. Staff also stated that the PUD language provides the City with much discretion in reviewing and approving a PUD, and the size allowed would not impact that.

Commissioner Rech shared research that he completed on the size of development sites available in the City of Anoka's Development Opportunities booklet. He determined that only 5 sites were larger than 5 acres, 11 sites were larger than 3 acres, and 16 sites were larger than 2 acres.

Commissioner Bonthuis stated that if the PUD size was reduced to 2 acres, more of the development sites would meet the minimum size requirement.

Commissioner Cook asked what the benefit would be to the City to reduce the size to 2 acres. Staff stated that it would provide more flexibility in the marketing and eventual development of the city-owned development sites. Staff stated again that it would not impact the City's discretion in reviewing and approving a proposed PUD.

The Commissioners discussed the smaller size, and determined that they would find the smaller minimum size requirement for a PUD acceptable. Associate Planner Darnell stated that staff would draft language changes and bring them forward at a future meeting.

2. **Discussion – Home Occupations in Accessory Structures**

Associate Planner Darnell provided an overview of a past request for an interim use permit to operate a home occupation in an accessory structure on a property in Anoka. The request was denied due to the inability of the applicant to show that the proposed use would be temporary in nature, as required by the zoning ordinance.

Staff also updated the Commissioners on a discussion that occurred at a City Council worksession, in which the Council directed staff to draft changes to the ordinance that would not allow for home occupations to be conducted in accessory structures.

Commissioner Rech shared research that he completed on other cities' regulations on home occupations being conducted in accessory structures. Commissioner Rech found that many other communities, especially inner-ring cities, did not allow it.

Commissioner Bonthuis stated that inner-ring cities may not allow them due to the size of their lots and the impacts that home occupations could have on surrounding properties.

Commissioner Herrala stated that she felt that home occupations in accessory structures did

not seem like a good fit for Anoka based on the development pattern of the City.

Chair Kjonaas stated that he would rather see some types of home occupations allowed in accessory structures, rather than to not allow any home occupations at all. He stated that the home occupations could also only be located in detached accessory structures, so that the home occupation does not use up space in an attached garage that should be reserved for vehicles or other normal household storage.

Commissioner Bonthuis stated that outdoor storage around accessory structures and detached accessory structures with home occupations could become an issue. Associate Planner Darnell stated that having home occupations in a detached structure would create a situation where a small commercial building is located on a residential lot. It would also allow for homeowners to specifically construct detached buildings to run a business, which does not necessarily meet the code requirements of the home occupation being accessory or secondary to the principal use of the property as a residence.

Commissioner Brahs stated that he felt that home occupations in accessory structures were not a good fit for properties in Anoka. He also stated that the definition of home occupation implies that the occupation is conducted in the home, not in an accessory structure.

Commissioner Cook stated that the logistics of operating a home occupation outside of a home would be difficult, in terms of heating, electricity, and other amenities normally required to operate an office or a business.

Chair Kjonaas stated that it could be possible that only certain types of home occupations would be allowed in accessory structures, such as those with no loud activities or customers.

Commissioner Rech stated that it would be difficult to determine which home occupation should be permitted and not permitted, and which ones would be better suited in accessory structures. Staff stated that it would also be difficult to enforce, as there would always be requests for home occupations that were not identified on the list as allowable in an accessory structure.

Chair Kjonaas asked whether the City would be restricting small businesses from operating if home occupations were not allowed in accessory structures. Staff stated that the recent request to operate in an accessory structure was the first formal request received, so there haven't been many other small businesses requesting this.

Commissioner Rech stated that the detached accessory structure seems to be more of a commercial use, which does not meet the intent of the home occupation being secondary.

Commissioner Bonthuis stated that allowing home occupations in accessory structures could also create a potential for property owners to rent out their garages or other structures for third parties to run businesses. Staff stated that this would create a difficulty in enforcement of the home occupation code.

Chair Kjonaas stated that the Planning Commission should hold off on providing any guidance to staff, and allow the Commissioners to think about the item further. He suggested that it be brought back again at the next worksession.

3. **Discussion – Accessory Structure Permit Process**

Associate Planner Darnell provided an update on the Minnesota State Building Code, which was recently changed to state that buildings of 200 square feet or less do not require a building permit. Previously, buildings of 120 square feet or less did not require a building permit, and that size is still referenced in the Anoka City Code. With the change in the State Building Code, the City can no longer require that a building permit be obtained for buildings less than 200 square feet. Therefore, the City has no way to monitor the placement of these types of buildings for compliance with zoning code requirements. Buildings of this size used to be reviewed by staff to ensure that they complied with height, setback, impervious surface coverage, and size/number of accessory structure requirements.

Staff stated that they have been considering adding an accessory building review process to the City Code, which would require a review process for any building smaller than 200 square feet. This review would be completed administratively by staff, and the review fee would be similar in cost to a fence or sign permit fee.

Chair Kjonaas stated that the Planning Commission had discussed this briefly when they were considering ordinance language on temporary structures.

Commissioner Cook agreed with Chair Kjonaas, and asked how many requests the City receives for this sized building. Associate Planner Darnell stated that there have been many requests as the building season has begun, and staff has been informally asking people about their property to determine whether the addition of another accessory building would violate any zoning regulations on their property.

Commissioner Bonthuis stated that staff should have an opportunity to review the addition of accessory structures to properties to ensure that zoning regulations are being complied with.

The Commissioners directed staff to draft up a review process, and to bring back to the Planning Commission for consideration at a future meeting.

4. Discussion – Swimming Pools and Impervious Surface Coverage

Associate Planner Darnell introduced the topic, and described some recent scenarios in which property owners were interested in constructing a swimming pool, but the construction was not allowable due to issues with exceeding maximum allowable impervious surface coverage. Staff completed research, and found that some other cities exempt swimming pools from their impervious surface coverage calculations.

Staff listed the reasons for and against counting swimming pools in impervious surface coverage calculations. Staff also stated that the Public Services Department felt that swimming pools should be included in impervious surface coverage calculations, and that has been the City's practice in the past.

Chair Kjonaas stated that he understood the argument for not including the water surface area of swimming pools, as they do not cause an increase in stormwater run-off from a property.

Commissioner Herrala asked what the impact would be of exempting the swimming pool from the calculations. Staff stated that it would allow for a lot to be more fully built out with less actual green space, as a property owner could construct a large pool that would take up space but not be counted toward the impervious surface coverage.

Commissioner Bonthuis stated that a homeowner could add a cover to their pool, and that many pools do have covers, and this would then function as an impervious surface and increase stormwater runoff from the property. For that reason, it should be kept in the calculation of impervious surface coverage.

Staff also stated that one recent request was received to potentially offset the additional square footage of coverage from a swimming pool by adding an engineered rain garden or other storage system to accommodate the same amount of stormwater runoff.

Commissioner Cook and Commissioner Rech discussed the storage capacity of stormwater tanks, and whether the ordinance could be updated to allow tanks or rain gardens to offset the square footage of surface water added by a swimming pool. Staff stated that it may be better to not specifically allow that in the ordinance, but to consider that as a condition of approval on a potential variance request. This would allow for the City to impose conditions that those other technologies or rain gardens are maintained so as to actually function as stormwater management facilities long term.

Commissioner Herrala stated that adding the ordinance language would allow any property to fully build out their lot, regardless of whether a special circumstance existed creating the need to do so.

Planning Commission Work Session
May 17, 2016
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The Commissioners determined that a change to the ordinance would not be necessary, and that individual scenarios could be considered on a case-by-case basis. The Commissioners directed staff to continue the practice of counting swimming pools in impervious surface calculations.

Time of adjournment 7: 25 p.m.
Submitted by: Chuck Darnell, Associate Planner



June 30, 2016

Dear Business/Property Owner,

The City of Anoka has seen an increased number of businesses that have moved into the community that sell products that can be identified as drug paraphernalia.

Many Minnesota cities have adopted local ordinances that restrict the use, sale, or possession of drug paraphernalia. Cities are placed in an enforcement position because some retailers have expanded the selling of products and equipment that can be used with controlled substances and utilize direct or indirect advertising of drug paraphernalia, including but not limited to different pipes and bongs. When this product expansion occurs, it changes or modifies the nature of the business itself.

The City of Anoka is making an effort to communicate to business owners and property owners who may be selling these types of products that the community does not support the use of controlled substances or anything related to their use. The objective of adopting such an ordinance is not to put any business out of business in the City of Anoka. The objective of the adoption of such an ordinance is at the heart of an effort to preserve the health, safety, and welfare of Anoka's citizens and those who do business in the City of Anoka, or visit the City of Anoka.

The proposed Drug Paraphernalia Ordinance is planned be placed on the July 18, 2016 regular City Council meeting for a 1st reading. The 2nd reading of the ordinance is anticipated on August 1, 2016 regular City Council meeting.

Enclosed for your review is a copy of the proposed ordinance language. If you have questions regarding the proposed ordinance, please contact Doug Borglund at 763-576-2723 so a meeting can be scheduled.

Again, the effort behind the adoption of such a Drug Paraphernalia Ordinance is to uphold a positive community image, promote and maintain positive community health, and preserve and maintain the safety of all citizens and the general public.

Doug Borglund
Deputy Community Development Director

Attachment 5

CHAPTER 46. OFFENSES AND MISCELLANEOUS PROVISIONS

Article VII. Offenses Related to Drug Paraphernalia

Section 46-160 DRUG PARAPHERNALIA.

(a) *Definition.* For the purpose of this section, the following definition shall apply unless the context clearly indicates or requires a different meaning.

DRUG PARAPHERNALIA. All equipment, products, and materials of any kind which are used, primarily used, intended for use, or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, enhancing, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introduce into the human body a controlled substance in violation of M.S. Ch. 152, as it may be amended from time to time. Drug paraphernalia does not include the possession, manufacture, delivery, or sale of hypodermic needles or syringes. The term drug paraphernalia includes, but is not limited to:

- (1) Diluents and adulterants, such as quinine hydrochloride, mannitol, mannite, dextrose, and lactose, used, intended for use, or designed for use in cutting controlled substances;
- (2) Separation gins and sifters used, intended for use, or designed for use in removing twigs and seeds from, or in otherwise cleaning or refining, marijuana;
- (3) Kits used, intended for use, or designed for use in planting, propagating, cultivating, growing or harvesting any species of plant which is a controlled substance or from which controlled substances can be derived;
- (4) Kits used, intended for use, or designed for use in manufacturing, compounding, converting, producing, processing or preparing controlled substances;
- (5) Isomerization devices used, intended for use, or designed for use in increasing the potency of any species of plant which is a controlled substance;
- (6) Testing equipment used, intended for use, or designed for use in identifying or in analyzing the strength, effectiveness, or purity of controlled substances;
- (7) Scales and balances used, intended for use, or designed for use in weighing or measuring controlled substances;
- (8) Blenders, bowls, containers, spoons, grinders, and mixing devices used, intended for use, or designed for use in compounding, manufacturing, producing, processing, or preparing controlled substances;
- (9) Capsules, balloons, envelopes, and other containers used, intended for use, or designed for use in packaging small quantities of controlled substances;
- (10) Containers and other objects used, intended for use, or designed for use in storing or concealing controlled substances or products or materials used or intended for use in manufacturing, producing, processing, or preparing controlled substances;
- (11) Objects used, intended for use, or designed for use in ingesting, inhaling, or otherwise introducing marijuana, cocaine, hashish, or hashish oil into the human body, which shall include, but not be limited to the following:

- a. Metal, wooden, acrylic, glass, stone, plastic, or ceramic pipes with or without screens, permanent screens, hashish heads, or punctured metal bowls;
- b. Water pipes;
- c. Carburetion tubes and devices;
- d. Smoking and carburetion masks;
- e. Objects commonly referred to as roach clips, meaning objects used to hold burning materials, such as a marijuana cigarette, which has become too small or too short to be held in the hand;
- f. Miniature cocaine spoons and cocaine vials;
- g. Chamber pipes;
- h. Carburetor pipes;
- i. Electric pipes;
- j. Air-driven pipes;
- k. Chillums;
- l. Bongos;
- m. Ice pipes or chillers; and

(12) Ingredients or components to be used or intended or designed to be used in manufacturing, producing, processing, preparing, testing, or analyzing a controlled substance, whether or not otherwise lawfully obtained, including anhydrous ammonia, nonprescription medications, methamphetamine precursor drugs, or lawfully dispensed controlled substances.

(b) *Factors to be considered in determining if an object is drug paraphernalia.* In determining whether an object is drug paraphernalia, a court or other authority shall consider, in addition to all other logically relevant factors, the following:

- (1) Statements by an owner or by anyone in control of the object concerning its use;
- (2) Prior convictions, if any, of an owner or of anyone in control of the object under any state or federal law relating to any controlled substance and/or drug paraphernalia;
- (3) The proximity of the object, in time and space, to a direct violation of this section;
- (4) The proximity of the object to any controlled substance;
- (5) The existence of any residue of a controlled substance on the object;
- (6) Direct or circumstantial evidence of the intent of an owner, or of anyone in control of the object, to deliver it to any person whom he or she knows, or should reasonably know, intends to use the object to facilitate a violation of this section. The innocence of an owner, or of anyone in control of the object, as to a direct violation, of this act shall not prevent a finding that the object is intended for use or designed for use as drug paraphernalia;
- (7) Instructions, oral or written, provided with the object concerning its use;
- (8) Descriptive materials accompanying the object which explain or depict its use;
- (9) National and local advertising concerning its use;
- (10) The manner in which the object is displayed for sale;
- (11) Direct or circumstantial evidence of the ratio of sales of the object or objects to the total sales of the business enterprise;
- (12) The existence and scope of any legitimate use for the object in the community;
- (13) Expert testimony concerning its use;
- (14) Whether the owner, or any one in control of the object, is a legitimate supplier of like or related items to the community, for example, a licensed distributor or dealer of tobacco products; and

(15) The actual or constructive possession by the owner or a person in control of the object or the presence in a vehicle or structure where the object is located of written instructions, directions, or recipes to be used, or intended or designed to be used, in manufacturing, producing, processing, preparing, testing, or analyzing-a controlled substance.

(c) *Possession of drug paraphernalia prohibited.* It is unlawful for any person to use, or to possess with intent to use, drug paraphernalia to plant, propagate, cultivate, grow, harvest, manufacture, compound, convert, produce, process, prepare, test, analyze, pack, repack, store, contain, conceal, inject, ingest, inhale, or otherwise introduce into the human body a controlled substance in violation of M.S. Ch. 152, as it may be amended from time to time. Any violation of this section is a petty misdemeanor.

(d) *Manufacture or delivery of drug paraphernalia prohibited.* It is unlawful for any person to deliver, possess with intent to deliver, sell, possess with intent to sell, or manufacture with intent to deliver or sell, drug paraphernalia, if that person knows, or under circumstances where one reasonably should know that the drug paraphernalia will be used to plant, propagate, cultivate, grow, harvest, manufacture, compound, enhance, convert, produce, process, prepare, test, analyze, pack, repack, store, contain, conceal, inject, ingest, inhale, or otherwise introduce into the human body a controlled substance in violation of M.S. Ch. 152. Any violation of this section is a misdemeanor.



**Hole Sponsor
proceeds benefit
the Gary Stout
Memorial
Scholarship Fund**

**Scholarships are awarded to one
or more graduating students from
Anoka High School.**

Gary Stout served the city of Anoka as a development consultant from 1984 to 1997, first working on projects such as Walker Plaza Apartments and the Federal Cartridge and Hoffman expansions.

During 1994-1997, he led development of the Anoka Enterprise Park. Today, the park is home to more than 70 companies employing 2,400 people in 2.6 million square feet of space. This development transformed Anoka's economy.

In the midst of this project, Gary passed away. In recognition of his service, the City dedicated a storm water pond and surrounding trail in the Anoka Enterprise Park in his name and memory. Gary's influence on Anoka continues with more than \$40 million in tax revenues from the Anoka Enterprise Park having financed other projects within Anoka. He, too, made Anoka what it is today!

Please help maintain Gary Stout's legacy by sponsoring a hole for the Gary Stout Memorial Scholarship Fund.

THANK YOU!

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TITLE SPONSOR

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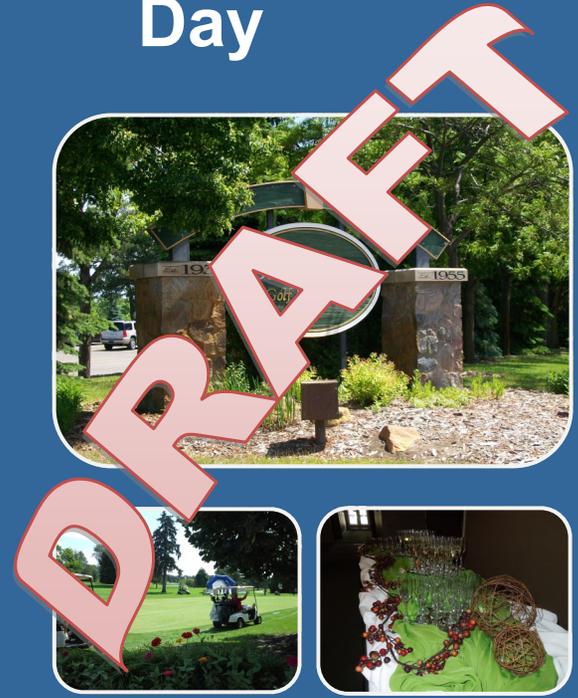
Your business or organization could be listed here!

Schedule of Events

- 12 p.m. Registration**
- 1 p.m. Shotgun Start**
- 5 p.m. Appetizers, Prizes & Golf Awards**



**33rd Annual
Celebrate Anoka
Day**



Monday, Sept. 12, 2016

**Green Haven Golf Course
& Event Center**

2800 Greenhaven Rd., Anoka

CELEBRATE ANOKA DAY



Tee up for fun at Green Haven Golf Course!
Take part in "Celebrate Anoka Day" - a day in which we celebrate all things that make Anoka what it is today! Join us if you love to golf, want to showcase your business or organization, or just get in on the fun.

Golf Scramble

- ◆ Shotgun Start: 1 p.m.
- ◆ Limited to 128 players
- ◆ Angels and Demons format
- ◆ On-course activities

Evening Program

- ◆ 5 p.m. Appetizers | Prizes | Golf Awards

**Showcase your business/
organization with a display on a tee
or near the clubhouse.
Make it memorable - add a unique
activity!**

Tournament Guidelines

To provide an enjoyable time for all, please observe all prevailing rules and regulations regarding the use of the golf course, personal conduct, dress code, and golf play. Selling of products or promotion for political gain is prohibited. At its sole discretion, the City of Anoka reserves the right to approve all registrations and activities on the golf course.



Title Sponsor - \$1,000

Guarantees name placement on event literature and signage.

Putting Green Sponsor - \$200

Name placement on event literature and signage on putting green.

Electronic Scoreboard Sponsor - \$200

Name placement on event literature and electronic scoreboard which displays scores during the banquet along with your logo, photos, and message.

Gary Stout Memorial Scholarship Fund

Hole Sponsor - \$100

Name/logo placement on a tee sign
(table & chairs available upon request)

Door Prizes Needed

Please consider donating a door prize to add to the fun and promote your business!

Questions?

Call Larry Norland, Golf Manager
763-576-2971



REGISTRATION FORM

Register online or via mail by Sept. 2. First 128 players.

Please check all that apply:

- Title Sponsorship (\$1,000)
- Putting Green Sponsor (\$200)
- Electronic Scoreboard Sponsor (\$200)
- Hole Sponsor (\$100) - Gary Stout Memorial Scholarship
- Door Prize (s) Donation

Name _____

Business/Org. _____

Address _____

City _____ State _____ Zip _____

Phone _____

Email _____

The other 3 people in my 4-person team are:

Name:

Name:

Name:

Payment Information (All prices include sales tax & gratuities)

_____ x \$50 Golf & Appetizers = \$ _____

_____ x \$5 Mulligans (up to 4) = \$ _____

_____ x \$22 Appetizers only = \$ _____

_____ 20 Drink Tickets for \$100 = \$ _____

Sponsorship Total = \$ _____

Total = \$ _____

Register online at www.greenhavengolfcourse.com

OR via mail with one of the following:

Check enclosed (payable to Green Haven Golf Course)

Credit Card

American Express Discover Visa MasterCard

Credit Card # _____ / _____ Exp. Date

Signature _____ Date _____

**Mail Registration Form with Payment to:
City of Anoka • Attn: Larry Norland
2015 First Avenue North, Anoka, MN 55303**



Condo vs Coop

Two popular spaces for modern living are the condominium, or condo, and the coop. These two differ a lot from the usual bungalow kind of property. Most young professionals, who have set aside a portion of their savings, find it difficult to decide on which kind of unit they should buy. This is due to the busy lifestyle that comes along with working, thus not having the time to do simple chores, such as maintaining the grass in the lawn and keeping the backyard clean. Most of the youngsters prefer settling down in apartments (such as the condo and coop) than buying an entire property. What is a better choice between the condo and the coop?

Condos are housing units wherein people buy only a specific part of the building along with facilities shared by other tenants. These may include a swimming pool, stairs, elevators, etc., which are all under joint ownership. Condos are sometimes called apartments and vice versa. In other places, rented spaces of living are called flats while the units bought are called condos. Ownership in condos is limited only to the covered area of the residence. For legal purposes, a document then sets these boundaries on what the buyer owns. During joint ownerships, like for condos, the joint exterior areas are the responsibility of all the owners. During the event of an owner selling his unit, he/she can do so, but this cannot include the common areas. Owners of the units in a condo are given individual property taxes. Quite different from a coop wherein the house tax is shared by the dwellers.

A coop, (short for housing cooperative), on the other hand, is a kind of dwelling unit wherein shareholders of the housing live under one area with several units. There is an agreement containing terms the shareholders should follow to be able to be granted the right to stay in the unit. These are the rules and regulations by which everyone should follow. There is usually a body of officers, sort of like a non-profit organization, all elected by the owners and are responsible for managing the coop. The funds come from the rent of the members and are used for maintaining the coop. Monthly maintenance fees are higher in a coop as this includes the house tax that is paid by the cooperative. Common areas are owned by the cooperative. In a condominium, the common areas are jointly owned by all the dwellers. The dwellers don't really own an estate. Instead, they own a share or shares which gives the owners the right to lease space dependent on their shares.

Basically, the life and the activities of the people living in a condo and a coop are very similar. From the outside, it is almost impossible to tell a condo from a coop. Both include maintenance fees paid monthly and are dependent on the structure's facilities. The difference in living will only be obvious after months of living in either a condo or coop. These differences have a huge effect on the lifestyle of the dwellers. The big difference between a condo and a coop is the kind of ownership. Condo owners actually own the unit which is not the same in a coop.

Summary:



1. Condos are housing units wherein people buy only a specific part of the building along with facilities shared by other tenants.

2. Owners of the units in a condo are given individual property taxes.

3. A coop, (short for housing cooperative), on the other hand, is a kind of dwelling unit wherein shareholders of the housing live under one area with several units.

4. The dwellers don't really own an estate. Instead, they own a share or shares which gives the owners the right to lease space dependent on their shares.

5. The big difference between a condo and a coop is the kind of ownership. Condo owners actually own the unit which is not the same in a coop.

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