

Memorandum

TO: City Council Workshop
FROM: Niki Hill, AICP , Assistant Community Development Director
DATE: September 15, 2025
SUBJECT: Discussion with Planning Commission - Development Code
ITEM NUMBER: 1.a
SECTION: GENERAL BUSINESS

REQUESTED MOTION

INTRODUCTION

Over the past nine months, staff has worked closely with the planning commission to review and discuss potential updates to the city's development code. Through a series of focused workshops, discussions have included residential zoning standards, density ranges, and housing types, as well as the framework for non-residential and mixed-use districts. These conversations have helped shape the draft language now being presented, with staff seeking feedback to ensure the proposed changes reflect both the city's long-term planning goals and the evolving needs of the community.

The joint workshop with the city council and planning commission provides an opportunity to review these major proposed changes, gather/affirm direction on several key items, and outline the next steps for public outreach and community engagement. With council and commission input, staff will be well-positioned to finalize a draft code for broader review and discussion as part of the public process moving forward.

DISCUSSION

It is recommended that the discussion begin with a high level overview of the zoning districts portion of the draft development code for review and discussion. This builds on previous planning commission workshops where residential topics such as lot dimensions, duplexes, and accessory dwelling units (ADUs) were discussed. The workshop will allow the council to discuss these changes and provide input on both the proposed residential updates and the non-residential sections of the code, as have been recommended by the planning commission.

Below are the topic areas, with major changes highlighted:

- **Residential Zoning:** The draft proposes the following key changes staff would like to discuss:
 - Eliminating the RE40 district and rezoning them to RE20.
 - Reducing lot dimensions for single-family homes from 75' wide and an area of

- 10,000 sf to 65' wide with a 7,000 sf area and removing the depth requirement.
- Allowing duplexes and ADUs within the R1 district by right.
- A new R1A “Mixed Detached and Attached Residential” district is proposed to provide transition and infill opportunities. This district is intended to accommodate a variety of housing types on lots smaller than those in the RE and R1 Districts. This district is intended to be applied to properties which are adjacent to arterial or collector roads, those located on the perimeter of a residential neighborhood, and/or those which provide the opportunity to infill on a unique site. We are not proposing rezoning of any properties at this time.
- In addition, staff recommends updating the Comprehensive Plan’s residential density ranges to better align with housing needs and development realities. The changes include:
 - Low Density → 0-4 units/acre to up to 5-6 units/acre
 - Medium Density → 4-8 units per acre to 6-15 units/acre
 - High Density → 8-20 units per acres to 15-45 units/acre
- **Mixed-Use Districts:** The Planning Commission has expressed support for combining the Mixed Use Neighborhood and Mixed Use Commercial districts into a single district. However, the structure of this combined district has not yet been determined. The Mixed Use Town Center district would remain as a separate category. Comparison tables, maps, and district summaries are provided to support further discussion and direction from the Council.
- **Business, Commercial, Industrial, and Overlay Districts:** These districts are included in the 2019 draft, with no proposed changes at this time. The Shoreland Overlay District is under consultant review, and recommendations will be brought forward separately once that work is complete.

Sustainability

Staff reviewed a memo put together by our consultant that highlighted green initiatives in our draft code. Zoning code updates and changes shift the rules on what can be built, where it can be located, and what specifications it must follow. Many considerations within the zoning code have implications for environmental sustainability and impacts on local habitats. Shoreview’s draft zoning code updates have made changes that will reduce impervious surfaces, increase walkability, and promote sustainable development. Here are the highlights as put together by the consultant.

- **Parking Ratio Changes:** overall changes reduce parking needs and impervious surface coverage
 - Parking requirements by use type were updated to accurately reflect present-day needs, which reduced overall parking space requirements. Doing so reduces impervious surface coverage, which contributes to local water body pollution.
- **Sustainable Design:**
 - “As directed by Destination Shoreview 2040 Comprehensive Plan, the development code update process sought opportunities to support alternative energy sources and sustainable design. In addition to revising existing provisions to improve stormwater management and enhance landscaping and screening, new code provisions were drafted to allow for electric vehicles, solar energy, and wind

turbines”

- Mixed-Use Zoning Districts:
 - “Facilitates a walkable, mixed-use development”
 - Encourages more pedestrian-friendly design, reducing neighborhood fossil fuels and increasing connectivity.

Additionally, Councilmember Gardner sent staff a memo to include with this discussion regarding two sustainable initiatives. The memo is attached and it includes a proposed EV Charging Ordinance and recommendations for changes to Home Energy Efficiency for homes over 3,000 square feet. Staff looked the suggestions and have the following comments:

- **EV Charging Ordinance:** Staff has incorporated a version of EV charging regulations as part of the updated parking standards that is similar to what is recommended. These draft provisions will be included in the upcoming code for review and discussion.
- **Home Energy Efficiency for Large Homes:** Staff worked with the consultant on how to incorporate these type of changes/recommendations into code. The consultant reached out to the League of Minnesota Cities, who indicated they do not believe such requirements would be legal as they are higher requirements than the building code. They recommended seeking confirmation from the city attorney. Staff is awaiting that legal guidance and, therefore, is not drafting changes to the code at this time.

Public Outreach Strategy:

Staff has included the proposed public outreach strategy for review. This includes meetings with specific stakeholders and the general public to help ensure that we are getting feedback from any/all interested parties. Communication and outreach about the code update will begin this fall and extend through the City Council adoption process. The process is proposed to include the following:

- **Website.** A website is being developed that will provide an overview to zoning codes and the update process. It will then present highlights of changes proposed by interest group. For example, accessory dwelling units are more relevant to residential property owners while changes to parking standards are more relevant to non-residential property owners. In addition to residential and non-residential property owners, it is proposed that highlights be prepared for developers/designers and to summarize sustainability initiatives of the project.
- **Stakeholder meetings.** Stakeholder meetings are proposed to occur this November once the policy review with the planning commission and city council is complete. The initial focus of these meetings will be with developers/designers and with property owners in the mixed-use district. It is also anticipated that a meeting with property owners in the residential estate would be helpful to explain the proposed consolidation.
- **Online posting of draft code.** When it is available, a draft of the code would be posted online with the opportunity for members of the public to ask questions or post comments. Staff will work with HKGi and communications staff on publicizing the opportunity to review the code when it is available.

- **Open house.** At least one open house for the code update is proposed to occur in early 2026 to provide anyone in the community an opportunity to ask questions and provide feedback.
- **Public hearing.** As part of the planning commission consideration process, a formal public hearing will be held.

RECOMMENDATION

Staff seeks discussion and direction from the city council and planning commission, particularly regarding the residential zoning updates, density adjustments, mixed-use district structure, sustainability items, and public outreach process, so that the draft code can be refined and prepared for public review and adoption through the formal process.

ATTACHMENTS

[Residential Districts Review](#)
[MU Districts - Dimensional comparison table](#)
[MU Districts - Use comparison table](#)
[Future Land Use Map - Mixed Use Areas](#)
[Development Code Non Residential Districts Review](#)
[Council member Gardner's comments_sustainability](#)