



CITY OF HOWARD LAKE

PARKS AND PLANNING COMMISSION

*The City of Howard Lake strives to build upon its good neighbor traditions –
A welcoming community for all, supported by vibrant and engaged businesses and community organizations, involved
citizens, and diverse amenities that provide a well-rounded quality of life.*

Howard Lake City Hall
TENTATIVE AGENDA
June 9, 2021 – 6:00 pm

- A. **CALL TO ORDER**
- B. **APPROVAL OF AGENDA**
 - Any additions, deletions, modifications to the agenda will be done at this time.
- C. **CONSIDER APPROVAL OF MINUTES**
 - a. April 14, 2021 PPC Meeting Minutes
- D. **PRESENTATIONS, PUBLIC HEARINGS & RELATED APPROVALS**
 - a. N/A
- E. **NEW BUSINESS**
 - a. Comprehensive Plan Process
- F. **OLD BUSINESS**
- G. **ADJOURN**



CITY OF HOWARD LAKE

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HOWARD LAKE PARKS AND PLANNING COMMISSION

South Shore Event Center – 731 6th Street

April 14, 2021 – 5:00 pm

MEETING MINUTES

MEMBERS PRESENT

Jean Schmidt
April Debner
Jason Deiter
Gene Gilbert
Barb Guenigsman
Vern Kleve
Molly Hibbard

MEMEBERS ABSENT

OTHERS PRESENT

Meagan Theisen, Assistant City Administrator
Nick Haggemiller, City Administrator
Nate Sparks, City Planner

A. CALL TO ORDER

Chair Debner called the meeting to order at 5:00 pm.

B. APPROVAL OF AGENDA

The agenda was approved as presented.

C. APPROVAL OF MEETING MINUTES

Commissioner Deiter moved to approve the April 14, 2021 PPC Meeting minutes. The motion was seconded by Commissioner Kleve and passed unanimously.

D. NEW BUSINESS

a. **Parks and Planning Commission Meeting Discussion**

The commission discussed shifting the meeting to 6:00 pm, instead of 5:00 pm, on the second Wednesday of each month.

Commissioner Kleve moved to approve moving the meeting to 6:00 pm. The motion was seconded by Commissioner Schmidt and passed unanimously.

b. **Comprehensive Plan Process**

Theisen reviewed the staff report.

Sparks reviewed the process presented and why a plan needs to be decided on and followed. He stated the Comp Plan should be a big picture vision of what you want to see happen to Howard Lake long-term.

The Commission reviewed the timeline and plan. Next steps will be reviewed at the June PPC meeting.

c. Rental License Ordinance Review

Theisen presented the staff report regarding creating a Rental Housing Ordinance.

The Commission discussed the presented Ordinance and shared opinions.

Consensus was that the City should create a database for rental properties.

E. ADJOURN

The Parks and Planning Commission meeting adjourned at 6:52 p.m.



NORTHWEST ASSOCIATED CONSULTANTS, INC.

4150 Olson Memorial Highway, Ste. 320, Golden Valley, MN 55422
Telephone: 763.957.1100 Website: www.nacplanning.com

To: Howard Lake Parks & Planning Commission
From: Nate Sparks, City Planner
Date: June 4, 2021
Re: Comprehensive Plan

Introduction

The City adopted the Comprehensive Plan in 2001. Since the time of this plan, a lot of the factors involved with the City have changed. The City has undergone a bit of a metamorphosis with the addition of residential developments and the filling of the industrial park. These factors have fulfilled some of the goals of the current comprehensive plan and have established a new perspective from which the City could be viewed. There may be new issues and considerations present that would guide the City towards new goals, as the previous have been achieved.

Current Comprehensive Plan

As stated above, the plan was adopted in 2001. The plan policies were based on public input gathered at an open house in January 2001 and at a community event in March 2001. The research and data-based assumptions use for the development of the plan were based on the 1990 census. In 2007, the City inserted some 2000 census numbers but these numbers were not used in any policy development or analysis. Development assumptions were based on growth patterns from the 1990's.

Mission Statement

The City adopted the following "mission statement" for the previous plan:

"Provide the citizens of Howard Lake with a responsible and responsive local government structure which insures the community's public safety, health, quality of life, and general welfare in a manner that is accountable to both current and future generations of citizens."

Community Goals

The City adopted the following "community goals" for the previous plan:

- Encourage continued but orderly and diverse growth in Howard Lake
- Preserve and enhance Howard Lake's "small city" character
- Protect Howard Lake's natural resources
- Provide a diversity of land use opportunities within the City to ensure a wide range of employment and consumer options, as well as housing choices
- Provide for continues and orderly growth and redevelopment opportunities in the downtown and along Highway 12
- Maintain and improve a safe, viable, orderly, productive and enhanced environment for all residents of the community

- Protects and preserve historical structures and sites
- Plan for coordinated, orderly growth and development of extra-territorial areas
- Ensure that the actions resulting from the Comprehensive Plan promote a responsible fiscal balance (revenue versus service costs) on an ongoing basis

From these goals, the specific policies relating to general chapters of the plan were created.

Topics of Discussion

During the planning process in 2001, there were several highlighted topics of discussion that lead into the creation of the mission statement and community goals, that give context to the origin of these concepts.

These included:

Small Town Atmosphere: Many expressed a desire to keep the City's appearance as that of a small town.

Community Attitude: Residents expressed that they found Howard Lake to be a good place to live with a high quality of life. The biggest complaint was the traffic on Highway 12 bisecting the City. Improving sidewalks and trails was identified as a need. The downtown was identified as needing attention.

Regional Planning: There was a desire expressed for coordination with other Highway 12 communities to work together on issues. There was also a concern expressed that better relationships were needed with bordering townships to ensure that growth in the City could be accommodated.

Development Pressures: Some degree of concerns were expressed about how new development would impact the City especially in light of the perceived issues with Highway 12. Ensuring the proper areas would be developed was identified as an important idea.

Lake Preservation: Keeping the lake a central focal point of the City and improving water quality were identified as important.

Land Use: Residents wanted to ensure there would be housing available for all types and ages. Planning for commercial uses along the Highway 12 corridor was discussed. Developing an industrial park was identified as a primary goal. Adding senior housing was considered to be important.

Transportation: Highway 12 again was identified with a level of frustration from residents in regards to getting from the north to the south side of town, and vice-versa. Means of getting traffic around the City without going through were contemplated by many.

Utilities: Some concern about the age of certain infrastructure was expressed and funding for improvements was deemed necessary.

Community Facilities: What to do with the old City Hall was a hot topic, as well as the future of the School.

Parks & Trails: The existing systems were viewed as being inadequate by most residents and a greater focus was expressed as being needed.

Administration: The need to improve economic development programs was identified. Communication between the City and residents was identified as an issue, as well.

Plan Update

At the time of the previous plan, the discussions focused on the essential character of the City - both good and bad. These discussions identified the good things about the City and the issues to be resolved. Preserving the good while resolving the issues became the components of the plan. In resolving the issues of the past, the City established an industrial park, developed parks, built trails, found a stable use for the old City Hall, placed new sidewalks, and began improving the appearance of the downtown.

In updating the plan, a new set of issues and, possibly, a different perspective on what should be preserved could be identified. There are two paths to discovering what these items should be. The first is to gauge the perspectives of people and the second is to evaluate data.

Personal Perspectives

At this point, as a member of the PPC, you should think about your personal perspective on the City of Howard Lake, its residents, and its future. While thinking of your perspective, think about what questions you would like to ask your friends and neighbors in the community to gauge their perspective, as well. While gathering your thoughts on this and thinking about what you'd like to hear from others, we will begin to review some demographic and economic data.

Data Evaluation

At this point, we are compiling a report with demographic and economic data. At first, we will start with some general information and then lead into more advanced comparisons and trends. Prior to the meeting, you may wish to familiarize yourself with this general data.

As we discussed at a previous meeting, when the previous plan was being formulated, the City's industrial park was just getting started. The park is now largely full. This has had an impact on the community, as, according to the Census Bureau, the City has gone from 288 "primary" jobs in 2002 to 1,104 in 2018. The City also has shifted in the types of jobs in the community. The percentage of jobs in the City that are manufacturing based jumped from 19.1% in 2002 to 56.5% in 2018. The City went from 213 people commuting into Howard Lake for employment to 986 over the same period. The City went from .16 jobs per capita in 2001 to .51 today. This is indicative of a shift in terms from a "bedroom community" to a budding "job center." However, there are several items that should be evaluated and discussed in terms of job variety, number of industries, and the potential for diversification.

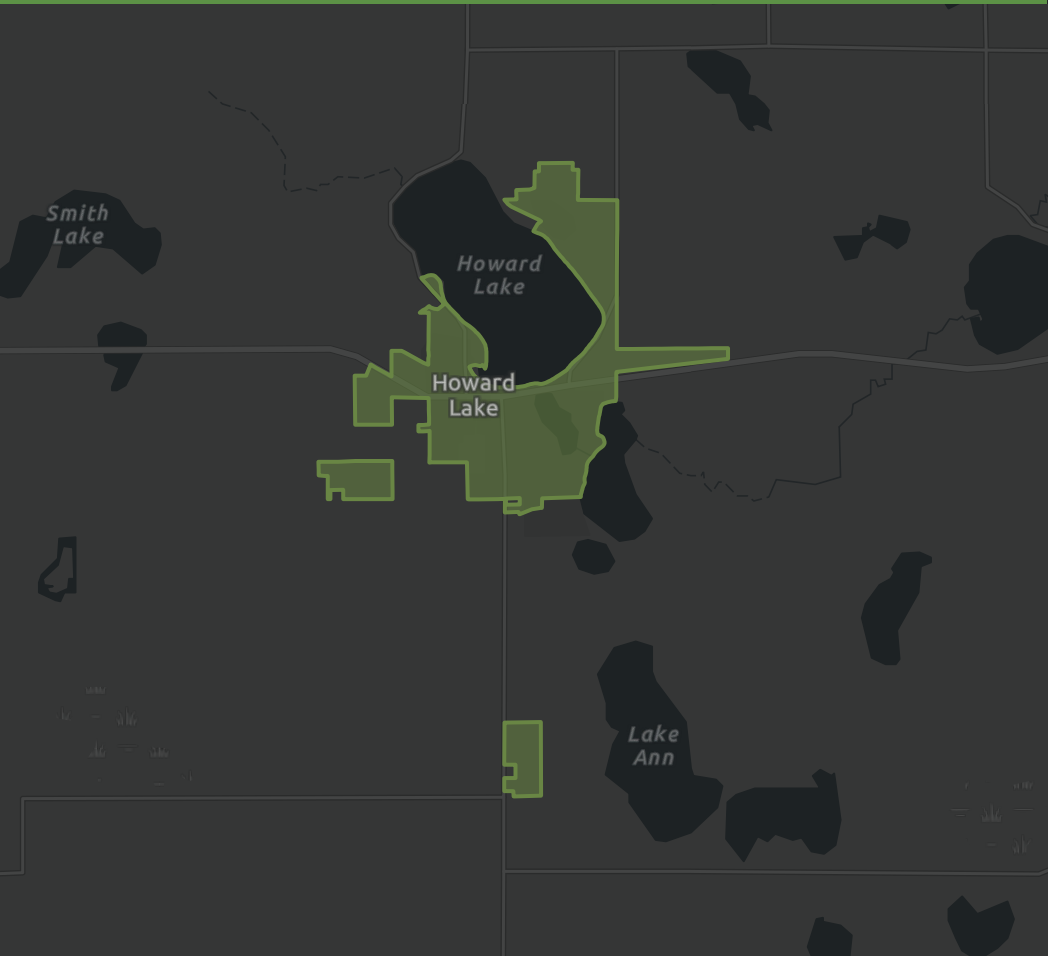
Conclusion

At the upcoming meeting, we will be having a discussion on the Commissioner's general perceptions of the City. Then we will delve into some review of data to assist in creating a picture of what the City is today. This will lead us to a point where we can begin to have discussions about what is desired for the future of the City. Also, we need to begin discussion what questions you have for the residents.

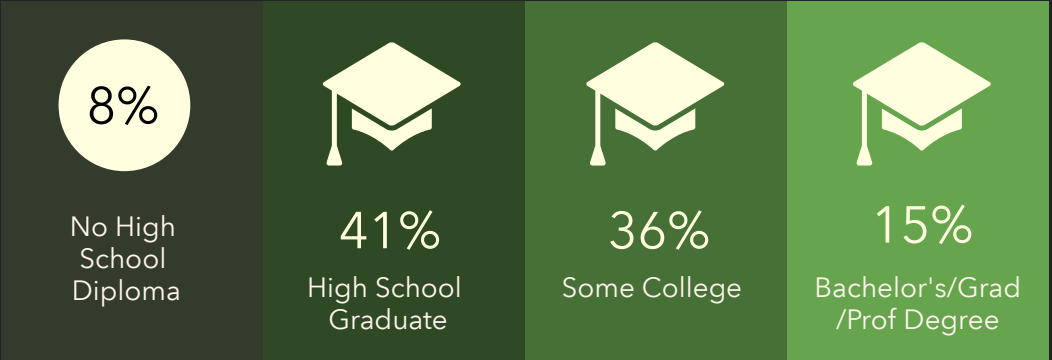
DEMOGRAPHIC PROFILE

Howard Lake City, MN

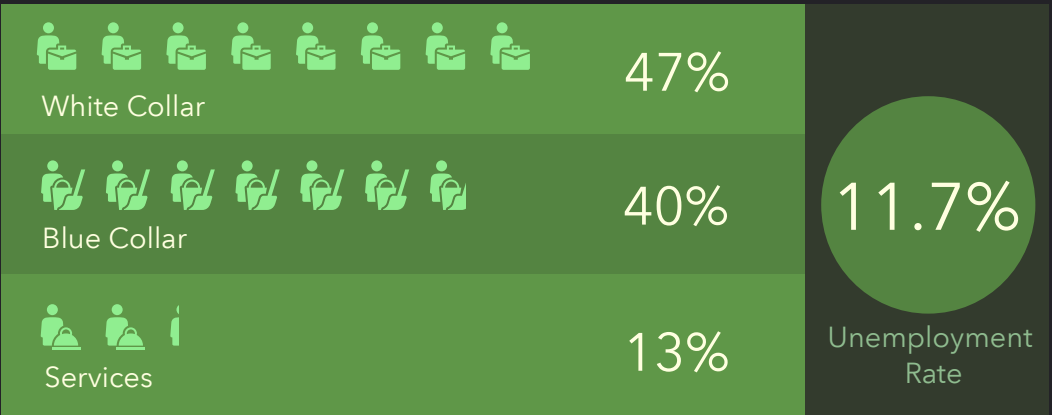
Geography: Place



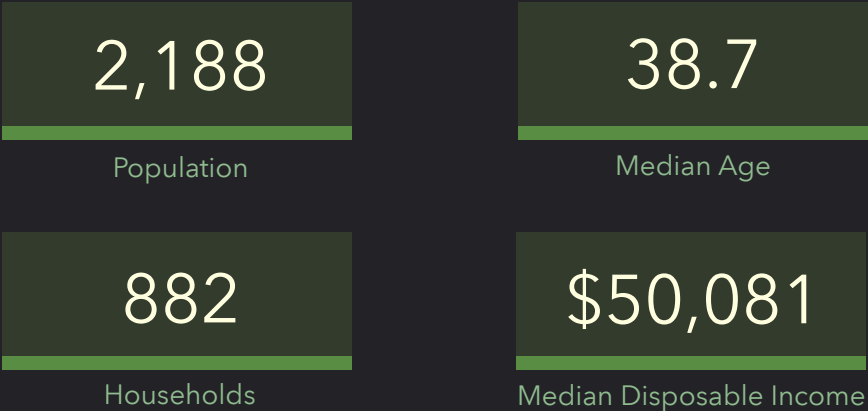
EDUCATION



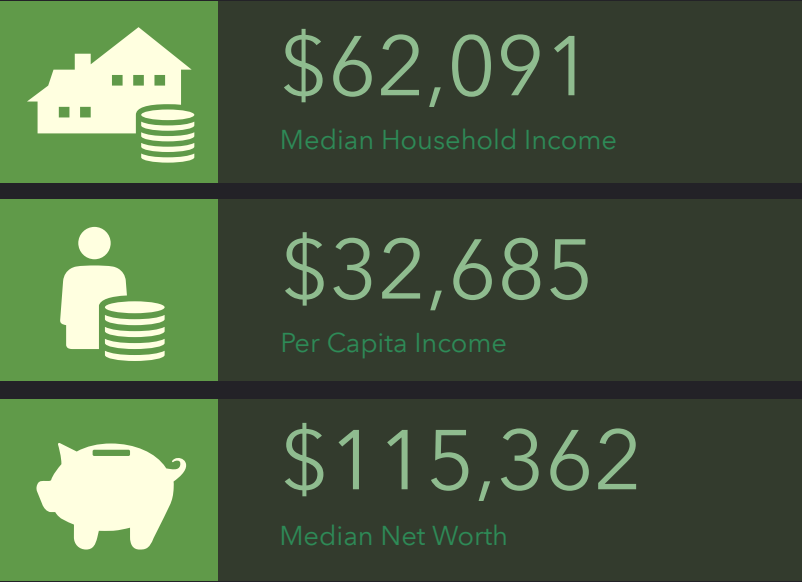
EMPLOYMENT



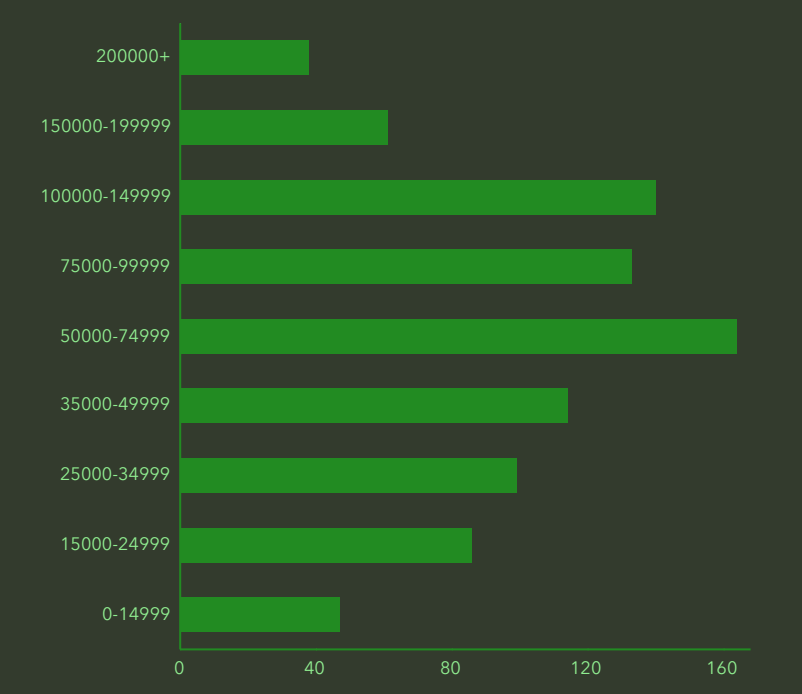
KEY FACTS



INCOME



HOUSEHOLD INCOME (\$)



KEY FACTS

2,188

Population



2.5

Average Household Size

38.7

Median Age

\$62,091

Median Household Income

EDUCATION

8%

No High School Diploma



41%

High School Graduate



36%

Some College



15%

Bachelor's/Grad/Pr of Degree

BUSINESS



86

Total Businesses



1,479

Total Employees

EMPLOYMENT



47%

White Collar



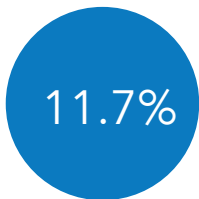
40%

Blue Collar



13%

Services



11.7%

Unemployment Rate

INCOME



\$62,091

Median Household Income



\$32,685

Per Capita Income



\$115,362

Median Net Worth

Households By Income

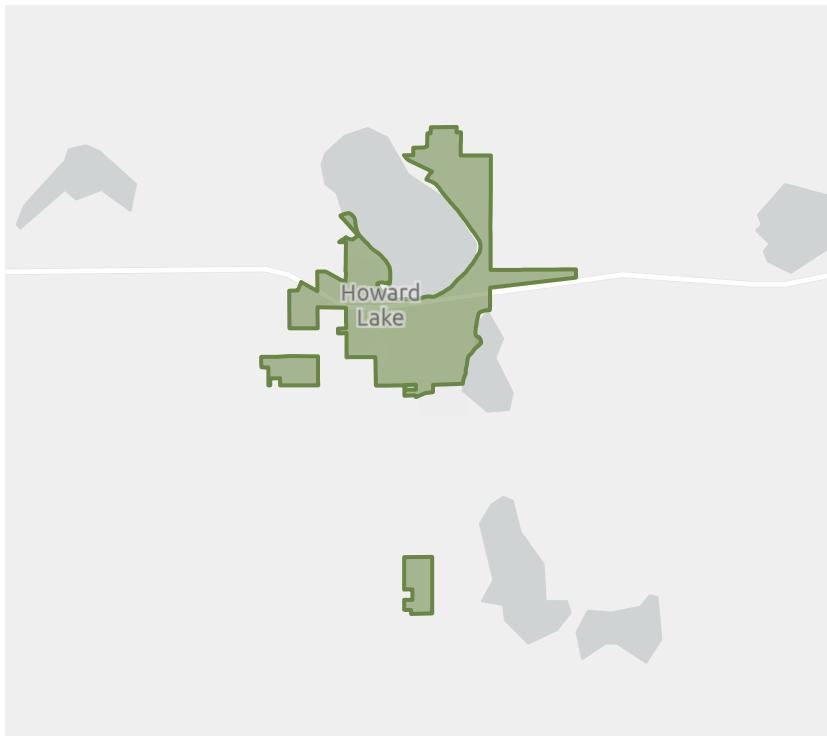
The largest group: \$50,000 - \$74,999 (18.6%)

The smallest group: \$200,000+ (4.3%)

Indicator ▲	Value	Diff	
<\$15,000	5.3%	-0.5%	
\$15,000 - \$24,999	9.8%	+5.9%	
\$25,000 - \$34,999	11.2%	+5.5%	
\$35,000 - \$49,999	12.9%	+3.1%	
\$50,000 - \$74,999	18.6%	+3.1%	
\$75,000 - \$99,999	15.1%	-0.7%	
\$100,000 - \$149,999	15.9%	-7.6%	
\$150,000 - \$199,999	6.9%	-4.6%	
\$200,000+	4.3%	-4.1%	

Bars show deviation from

Wright County

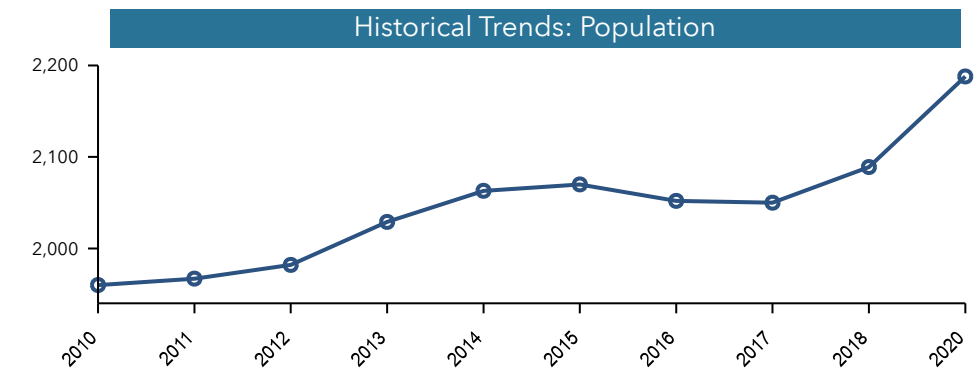


POPULATION TRENDS AND KEY INDICATORS

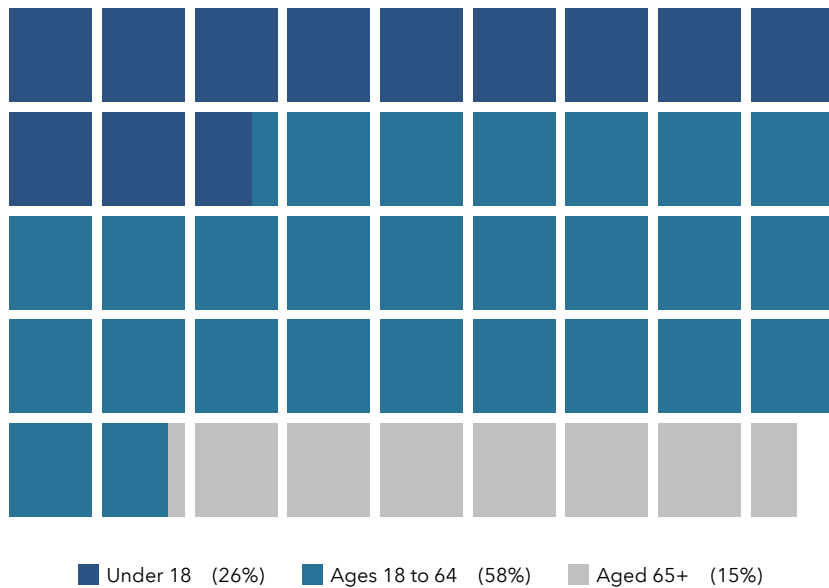
Howard Lake City, MN

2,188	882	2.45	38.7	\$62,091	\$175,962	83	211	20
Population	Households	Avg Size Household	Median Age	Median Household Income	Median Home Value	Wealth Index	Housing Affordability	Diversity Index

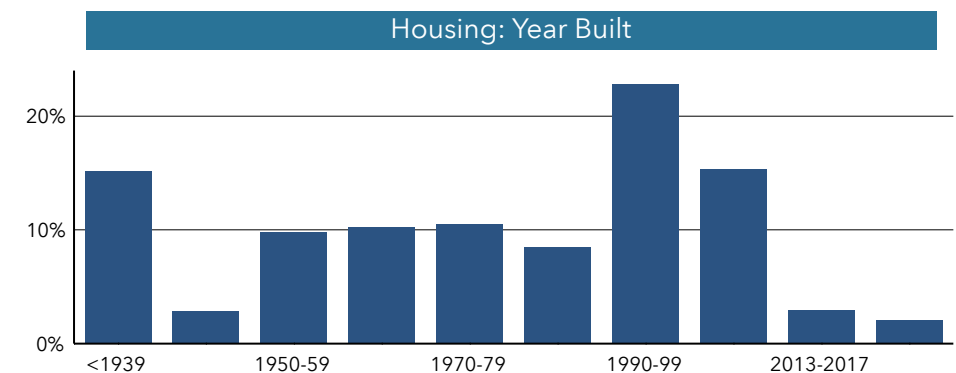
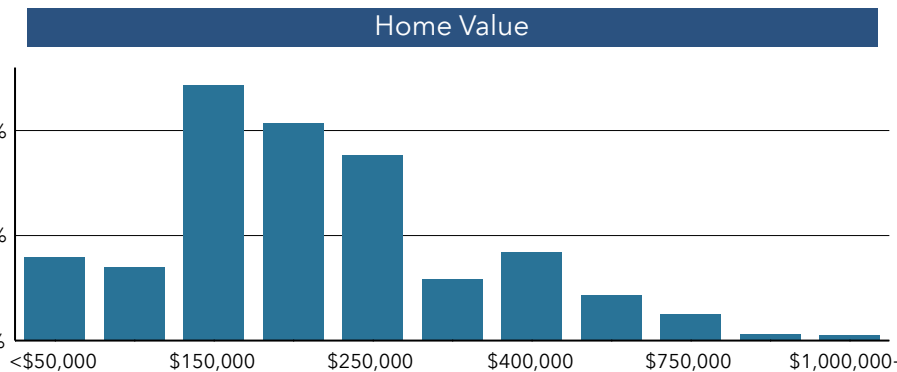
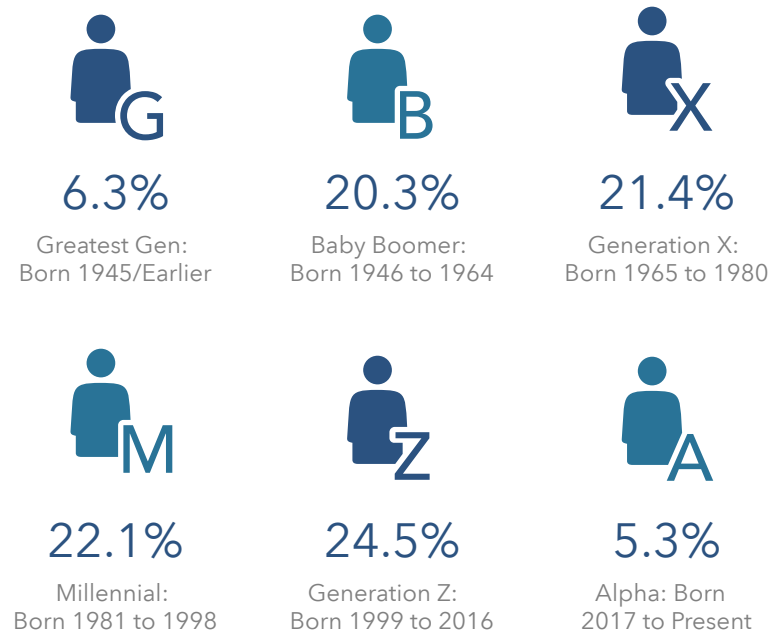
MORTGAGE INDICATORS



POPULATION BY AGE



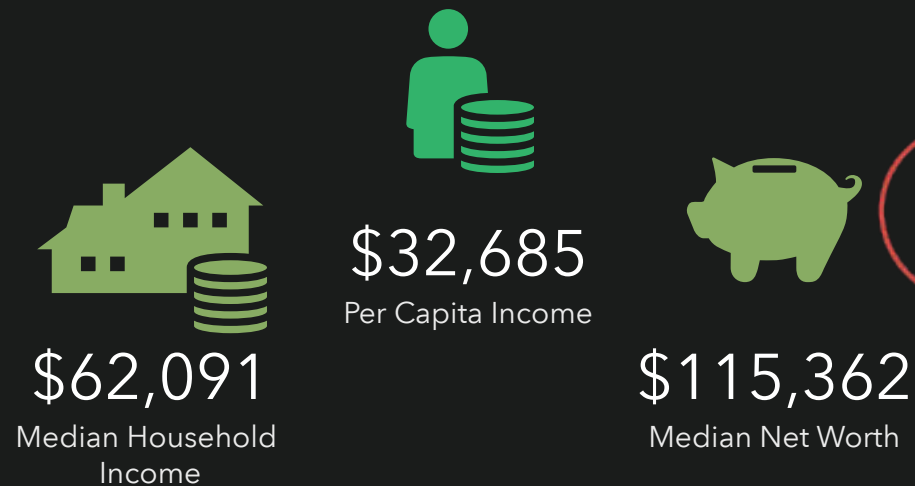
POPULATION BY GENERATION



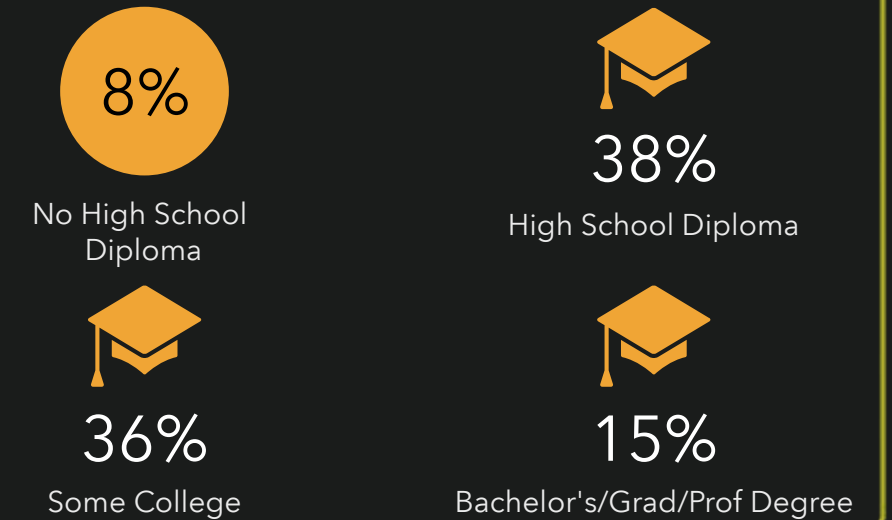
Employment Overview

Howard Lake City, MN

INCOME



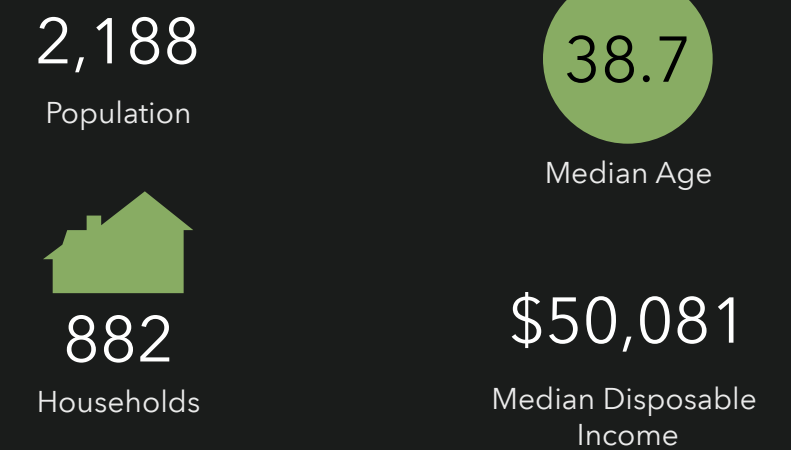
EDUCATION



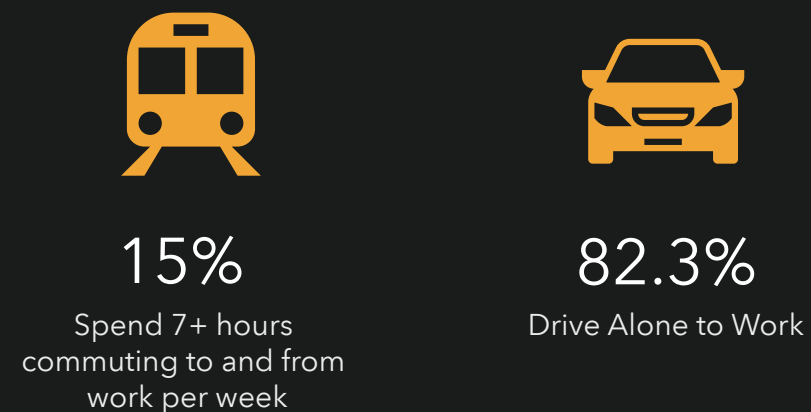
BUSINESS



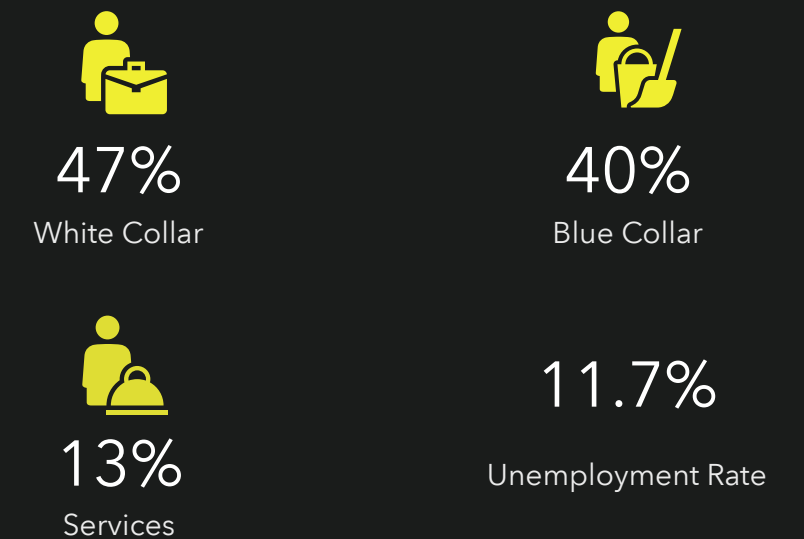
KEY FACTS



COMMUTERS



EMPLOYMENT



This infographic contains data provided by American Community Survey (ACS), Esri, Esri and GfK MRI, Esri and Data Axle. The vintage of the data is 2015-2019, 2020, 2025.

COMMUTE PROFILE

Howard Lake City, MN

This infographic provides information about how population age 16+ travels to work. This data comes from the the American Community Survey (ACS) from the US Census Bureau. Read an in-depth analysis on the ACS documentation page.

WORKERS



964

ACS Workers Age 16+



82.3%

Drove Alone to Work

TRANSPORTATION TO WORK



0.7%

Took Public Transportation



8.4%

Carpooled



4.2%

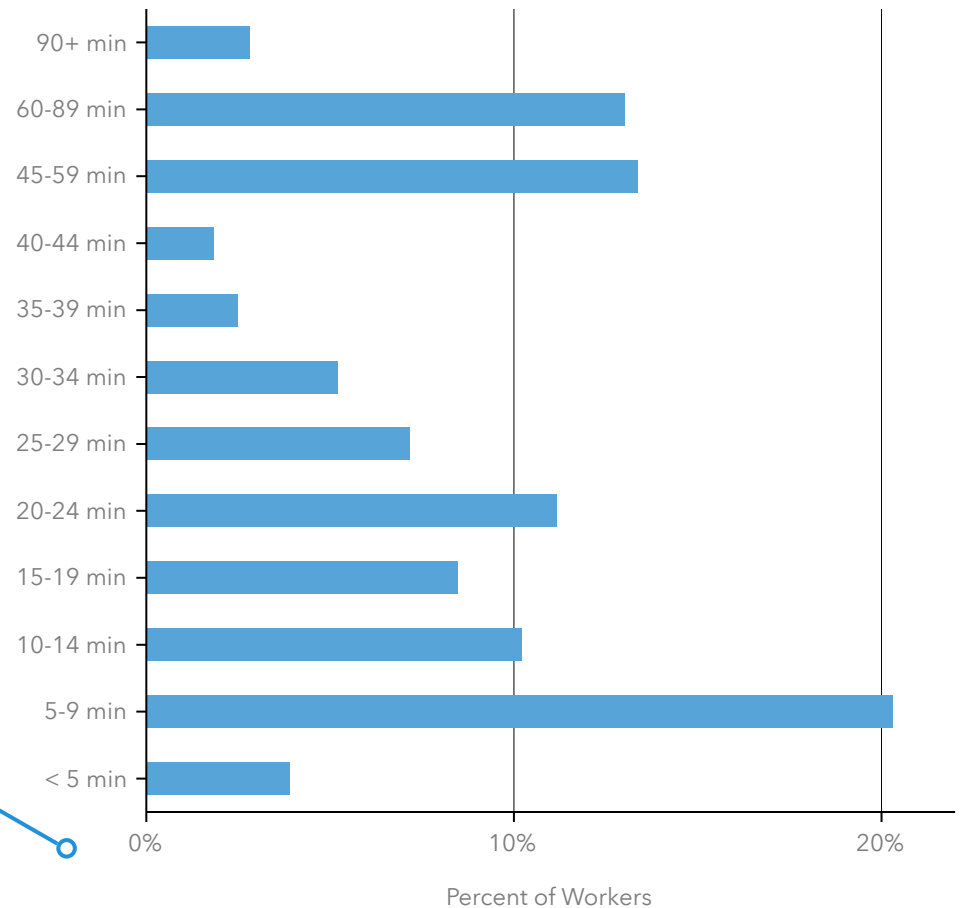
Walked to Work



0.0%

Bike to Work

TRAVEL TIME TO WORK



TARGET MARKET SUMMARY

Howard Lake City, MN

Geography: Place

KEY FACTS

2,188

Population

38.7

Median Age

2.5

Average Household Size

\$62,091

Median Household Income



This infographic contains data provided by Esri, Esri and Bureau of Labor Statistics, Esri and GfK MRI. The vintage of the data is 2020, 2025.
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AGE PYRAMID



The largest group:
2020 Females Age 35-39

The smallest group:
2020 Males Age 80-84

ANNUAL LIFESTYLE SPENDING



\$2,175
Travel



\$74
Theatre/Operas/Concerts



\$78
Movies/Museums/ Parks



\$60
Sports Events



\$5
Online Games



\$99
Audio

Tapestry Segments



Rustbelt Traditions
658 households
74.6% of Households



Green Acres
224 households
25.4% of Households

