



WHERE COMMUNITY AND SPIRIT MEET®

WORK SESSION MINUTES

A work session of the Kirkwood City Council was held on May 3, 2018, at 5:30 p.m. Present were Mayor Griffin, Council Members Duwe, Edman, Luetzow, Ward, Wurtz and Zimmer. Also in attendance were Chief Administrative Officer Russell Hawes, City Clerk Betty Montañó, Public Information Officer Beth von Behren, and Assistant City Attorney Sarah Mullen.

APPROVAL OF APRIL 19, 2018 MINUTES

Motion was made by Council Member Zimmer and seconded by Council Member Duwe to approve the April 19, 2018 minutes. The motion was unanimously approved.

INFILL HOUSING/STORMWATER ISSUE

Director of Public Services Bill Bensing, City Engineer Ted Dunkmann, and Maria King with Wood were in attendance to present and discuss the infill housing/stormwater issue. A Power Point was presented. Some of the issues discussed are as follows:

- Two years ago the topic of infill housing/stormwater was brought before the City Council and discussed at the Strategic Planning Session.
- Staff looked at the issue and how to improve it. Wood was selected to do an Infill Development Study. Design standards and guidelines were drafted, with input from the Kirkwood building community.
- The design standard for the guidelines is 1 inch of rain.
- The guidelines would not be for existing infill housing, but rather for new infill housing, additions, driveways, etc.
- The guidelines would not extend into overlay districts.
- City staff met with MSD to learn more about their program. MSD reviews approximately 700 infill housing applications per year, approving approximately 2/3rds of them.
- Staff's recommendation is to take a hybrid approach by having all infill housing applications be sent to MSD. Those applications that are exempt from Kirkwood regulations would be addressed by MSD. Those that are not would be addressed by Kirkwood.
- Building permits would not be signed off on by City staff until approval has been received from MSD.
- There will be a Guidelines Maintenance Agreement in which the applicant would enter into a contract with the City. There would be a 1-year post construction inspection and then an inspection every 3-years thereafter.
- It was the consensus of the Council to accept the hybrid approach and to have legislation for the guidelines be drafted for council consideration.
- Staff will develop training manuals and schedule training for employees if the guidelines are approved. Resources will be reallocated from the Sewer Lateral Program to the Building Commissioner's Office so that the Assistant City Engineer would be in charge of this program.

There being no further matters to come before the council, the meeting was adjourned

Betty Montañó, MMC/MPCC
City Clerk