

PLANNING MINNESOTA



American Planning Association
Minnesota Chapter

Making Great Communities Happen

A Publication of the Minnesota Chapter of the American Planning Association

March-April, 2017



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One Minnesota: APA MN's New Strategic Plan



At the Board of Directors' recent Annual Retreat, Board Members focused on a Strategic Plan to guide the Chapter over the next two (2) to three (3) years. A key theme that emerged was 'One Minnesota' that has our organization being a leader in uniting all communities across the State of Minnesota, whether they are in the Minneapolis/Saint Paul Metropolitan Area or within Greater Minnesota.

The Board of Directors is excited to find new ways to connect and communicate with its members, renew a focus on members in transition (young professionals, retired/retiring professionals), enhance training and networking

opportunities, and renew connections with our peer professional organizations.

The Strategic Plan is still in development stages. The Board of Directors looks to finalize a draft at its March 17 Board Meeting. For more information on the current draft and background materials, visit www.planningmn.org/strategicplan.

Planning for People

APA Minnesota recently was awarded a grant from the American Planning Association within the Planners4Health initiative. The objective of APA Minnesota's program is to create effective messaging, a communications plan, and set of resources that will create and build awareness and understanding for the interconnectedness of planning, health, and equity. In turn, the initiative is hope to inspire and encourage planners to make people, not money or things, the priority lens through which all planning decisions are made. See more about the initiative online at www.planningmn.org/planning4health.

National Planning Conference 2017 in NYC

We hope to see many of you at the National Planning Conference May 6-9 in New York City. The Board of Directors is working on a Minnesota Gathering for this event. Stay tuned for more details.

March-April 2017

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Rita Trapp Wins CPC Leadership Award

Rita Trapp was recently named one of the winners of the 2017 Chapter Presidents Council Leadership Awards.

A 14-year planning veteran with the consulting firm HKGi, Trapp has been heavily involved in the American Planning Association's Minnesota Chapter for years. She has spent the past six as one of the chapter's professional development officers (PDO), and was also the chair of the merchandising committee for the National Planning Conference in Minneapolis in 2009.

As a PDO, Trapp helped the program transition to online reporting, helping develop a process for submitting sessions and in training to log credits. She also helped expand the position to three PDOs to better support the chapter's need for educational sessions throughout the year, conference planning, and AICP prep. Until her resignation as PDO in fall of 2016, Trapp was largely responsible for guiding the conference program committee so the annual conference sessions meet AICP CM requirements.

Planning Minnesota interviewed Trapp to get her views on planning and on training.

Planning Minnesota: Why did you decide to become a planner?

Rita Trapp: My journey to planning wasn't direct. I have always been interested in architecture and geography but didn't necessarily know about planning. In college I had an opportunity to intern in economic development and was able to find a job doing that right after school. That was followed up with a job in a social service non-profit doing grant administration. Realizing that I missed working in the area of buildings and communities, I explored a variety of careers and found an opportunity with HKGi. What attracted me to the private sector was the ability to learn about and work in multiple communities on a variety of projects.

PM: How long have you been the PDO? How did you get involved in the first place?

RT: In the fall of 2010, Jane Kansier and I became co-Professional Development Officers for the chapter. I originally applied because I had been asked by the Chapter President to consider it as he thought it would be something I would enjoy, be good at, and we would have fun working together (Thanks Lance!). The PDO position interested me because it was about continuing education and it primarily involved organizing behind the scenes.

PM: You've been a strong advocate for continuing education in the planning community. Please talk about the importance of continuing education:

RT: Continuing education can be hard to fit in at times but never stops being valuable because our communities and the people we serve are ever evolving. Being proactive in understanding trends and how others are responding is important given the amount of choice people and businesses have in



where they locate and how fast information, both correct and false, currently spreads. I also find continuing education important because there are so many fields that interrelate with planning. Expanding my knowledge of those areas has been important in improving the level of collaboration with professionals from those fields.

PM: Looking back on your planning career, talk about a project or two of which you are proudest, and why:

RT: This one is tough for me – particularly working on long range planning in so many places. I would say that one of the aspects of working as a private sector planner that I appreciate is the ability to be a part of so many communities' evolution. I love getting to know new places and having an opportunity to be involved in so many different types of projects from comprehensive planning to zoning to park and trail planning to grant writing. I am also grateful for the relationships I have been able to build with fellow planners, other city staff, and my long-standing communities. Every once in a while I am stunned to think back to how many individuals and groups in multiple communities I just worked with in one day.

PM: Any career or development advice for young planners?

RT: More than probably they want. Fundamentally though I think it is be your own advocate. I believe that it is up to me and not my employer to advance my career. I recognize that I have been fortunate to have been with a firm that has supported my growth and development as a planner. I do think, however, that much of it has been about me and my ongoing commitment to myself to seek opportunities, whether they are within or outside of my work. Over the years I have tried to be strategic in identifying ways that what is of interest to me can also be of benefit to the firm. For example, early in my career I really wanted to go to the state conference so I sought an opportunity to be a conference speaker. Also early on I noticed that we had lots of planners in our firm volunteering with the state APA chapter so I decided to become involved with the Minnesota Design Team. Other times though what I have been interested in was not directly applicable to my work and I decided to pursue it on my own time and money.

Review: The Highwaymen

By Dan Cornejo

I hope some of the chapter planners had an opportunity to see the great play that ran at The History Theater, *The Highwaymen*. This play is the story of how the location and design of the I-94 freeway cut through and tore out the heart of the Rondo neighborhood, the then tightly-knit African-American community in the Midway area of Saint Paul. I saw it on opening night and was thoroughly intrigued at how well the issues and the roles of the key players were handled. And it was entertaining and educational, too.

This play is a wonderful work that truly highlights and explains the issues, especially the social justice-people issues and the environmental-built-landscape issues, that surround and are often at the heart of all of the planning issues we face.

One of the key players in this drama, and in the real life situation years ago, was George Herrold, the first planning director for Saint Paul. His title was Planning Engineer, but he has come to be known as the "founder of city planning" for Saint Paul. "Herrold did not believe that the automobile should dominate cities, and he preferred to keep new highway construction out of built-up areas," according to Alan Altshuler in his 1965 book entitled *The City Planning Process*. I used Altshuler's book in one my first-year classes at the graduate school of community and regional planning at the University of British Columbia where I got my MA in 1975. In fact, Altshuler's book highlighted four case studies of which "The Intercity Freeway" was one. All of his case studies focused on the Twin Cities, but the I-94-Rondo battle really struck home for me as I now live very near that corridor. Herrold's involvement was central to the discussion and debate at that time. As Altshuler notes, and as *The Highwaymen* dramatizes, "(Herrold) believed it was a question of values whether so much money should be spent and so many people dislocated to save drivers a few minutes . . ." Right after I came home from seeing the play I went to my bookshelf and pulled out Altshuler's book. I have been re-reading it now and cannot put it down. My career as a city planner seems to have come full circle, from Altshuler's book, to my stint as Planning and Economic Development Director for



Saint Paul in the early 1990s, and now as a semi-retired city planner who still consults on transportation-related projects in Saint Paul and throughout the Twin Cities.

I believe that this was a play worth seeing for all city planners and engineers. If you have the opportunity sometime again to see or read the play, please consider doing so.



Spotlight Community: Fergus Falls

Your name and title

Wayne T. Hurley, AICP – Planning Director for West Central Initiative (WCI), located in Fergus Falls.

Description of the community – e.g. size/population, where it's located, what it's known for

Fergus Falls is a regional center of 13,000+ people located in west central Minnesota. The community is a regional hub for retail, manufacturing, healthcare and education. Fergus Falls is known for its historic main street, Lincoln Avenue, and for having preserved numerous historic buildings, including the Kirkbride, a castle-like former state psychiatric hospital. The community is well-established as a focal point for the arts, with several arts-based organizations calling Fergus Falls home. Notable amongst these is Springboard for the Arts, an economic and community development organization for artists and by artists, which has offices in St. Paul and Fergus Falls. The community also serves as a gateway to Otter Tail County Lakes Country, and tourism is a significant part of the economy throughout the year.

How long have you worked for the community?

I have worked in Fergus Falls – and for WCI – for 19 years.

What is the greatest part of your job?

WCI covers a nine-county region in west central Minnesota, so I have the opportunity to work in many of the great communities in the region – including Fergus Falls. Because I live and work in Fergus Falls, it affords me the opportunity to becoming involved in lots of things in the community beyond those that WCI is directly involved with. I'm fortunate that the duties of my job and my personal interests have significant overlap. The old adage of "do something you love and you'll never work a day in your life" is certainly true for me!

What is a unique fact or characteristic about your community?

Fergus Falls has been one of the top communities for participation in the "30 Days of Biking" (30DOB) challenge. 30DOB started in Minneapolis as a pledge to ride your bike every day in the month of April. For the past three years, Fergus Falls has been one of the top participating cities in the state, even topping Minneapolis in terms of per-capita participation. The bike culture in Fergus Falls has been growing exponentially in recent years, resulting in the city being designated as an official "Bicycle Friendly Community" by the League of American Bicyclists.



Are there any new projects on the horizon?

Two major projects are currently underway that will impact the future of Fergus Falls for decades. First is the Downtown and Riverfront Master Plan, which was started in October, 2016. The project, which will wrap up in December 2017, will lay the groundwork for future development of the downtown area and riverfront corridor. For more information, visit <https://goo.gl/ve6y2y>.

The second significant project is the continued redevelopment process of the Kirkbride Building and other buildings on the campus. The City of Fergus Falls is in the midst of an asset preservation project on the main Kirkbride building, which will serve to protect the envelope of the building and prepare it for future redevelopment. The city also recently completed utility work to bring new water and sewer lines to the building, as well as updated street lights to reflect a more historic atmosphere on the campus. Two buildings on the campus have been renovated into apartments, with the second of these being completed in 2016. For more information, visit <https://goo.gl/W5f9pa>.

Ethical Decision-Making for Comprehensive Plans

David Schultz, Professor Hamline University Editor, Journal of Public Affairs Education (JPAE) Hamline University

Constructing a comprehensive plan is one of the most important tasks a local government performs. In addition to being legally mandated, a comp plan is an important blueprint or vision regarding where a local government and its people want to go. It represents a cooperative dialogue among residents and city officials that articulates the important values of the community. The comp plan forms the basis of the zoning ordinance, but it is more than that. It states and defines how a community will envision economic development and the ways and places people will live, how, and where they choose to work, recreate, and shop. Comp plans have a major impact on the quality of life in a community, deserving serious attention to make sure they are done correctly.

There are many ways to go about doing comp plans. As a former city director of code enforcement, zoning, and planning and then as a housing and economic planner, I have participated in preparing them. As someone who has taught classes on planning and government ethics and advised local governments on ethics, I have thought about some of the ethical issues connected to planning. There are several good ethical best practices that local governments should aspire to follow when doing comprehensive planning.

Treat the public as customers, citizens, and partners in the planning process. Too often the comp plan process treats the public as if they were a nuisance or a hurdle to get beyond. This is the wrong approach. A city or community is its people and planners ultimately work for them. Government and planning are supposed to be for the benefit of the people we serve. But in serving them the public occupies three roles. We should treat them as customers, providing them good service in the way that good businesses do. This means responding to questions and needs. The public is also our boss—we are there to



serve them, to act on behalf of their best interests. Finally, they are partners. Doing a comp plan is a co-operative process where we are working with public to solve problems and design solutions.

Listen. Benjamin Barber was a professor of mine who once wrote that we live in a noisy democracy where everyone talks and no one listens. How true. A good comp plan process does encourage lots of people to talk, but it also means that we should listen to what the public says and our job should also be to facilitate listening among the public. Lots of people and groups have good ideas and the planning process to a large degree is getting public to share ideas, reach consensus, and create a vision all can feel proud of.

Listen not just to the squeaky wheels but to the silent voices. The easiest thing to do in the comp planning process is simply listen to those who shout the loudest or show up at hearings. But often these are angry people who are not necessarily representative of all the public. Hearings and meetings favor certain people excluding others. Planners need to reach out to silent people, to people of color, the poor, the elderly, those who are ill or with care giving responsibilities to provide opportunities for them to have a voice.

Be creative. Soliciting input and devising solutions should be creative and fun. Look for non-traditional ways to engage the public. Websites are good, so are Facebook and Twitter. But don't overlook other creative options. One of my all-time favorites was giving away disposable cameras to people to take pictures of what they liked or disliked in their city and to say



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why. This was a creative way to engage residents who had great ideas but otherwise were not the typical attend a meeting or hearing type.

Be honest and follow the data where ever it takes you. Comp plans are not just about opinions and dreaming, they should also be premised on hard data and realistic assumptions. Comp plans work best when there is honesty about what the data tells you about neighborhoods, land use, or whatever. Make sure you have the courage to use what the facts tell you to help formulate visions and ideas.

Know where you are now. The best way to start the comp plan process is a self-assessment of where you are now as a community. There is an adage that you cannot get to where you want to go unless you know where you are now. This is true too with planning. A good self-assessment takes stock and does inventory of what your community looks like today. It is the reality of where you are that helps define the possibilities for the future.

Dream but be realistic about the plan and what your community can do. Comp plans cannot effect miracles. Not every community can be the next Silicon Valley, destination medical center, or college town. It is good to set goals for a comp plan but even with an improbable infinite amount of money it just may not be possible to completely make over a community into something it is not. Encourage those engaging in the comp plan process to dream about what the city could become, but temper that with the reality of where it is now and what resources it must change.

Be wary of confirmation biases. People seek out information that confirms their pre-existing political biases and ignores that which contradicts it. We surf the web and find memes which confirm what we already know to be the truth and repost and send to others. A good comp planning process expects the un-

expected. It recognizes that we learn something about our communities that we did not know. Don't dismiss contradictory viewpoints or facts because they do not line up with what you thought had to be true. The best comp plans are exercises in self-education.

Think big. By thinking big it means think outside of your own community's borders. Yes, it would be great if everyone in your community, lived, worked, shopped, and recreated within its borders. But that is seldom true— we live across the Metro region if not the state. Think about how your comp plan impacts what happens in communities near you, or how it compares to what others do. What is it that makes your community the place people want to live it, work, or visit? No city is an island, so think about where yours fits into a larger scheme of things.

Avoid politicizing the process. As much as planners would like to make comp plans just a rational process about the facts, it is also a political process. It is political in the sense that it is about public choices made publicly and that aspect of politics should be embraced. But avoid the darker side of politics—changing data, rules, and assumptions, for example—to appease the squeaky wheels, or caving in to personal agendas or petty desires. Planners are not just hired guns; they have many technical skills and among them should be an ethics that is first committed to helping develop a plan that is done fairly and with sufficient opportunity for all in the community to participate. Comp plans are supposed to be comprehensive, not simply a hodge-podge of private preferences. Political compromise is good, but politicizing the process is not.

Overall, a good comp planning process is an ethical one. It follows these ten rules as a guide to crafting a realistic plan for community that all can share.



Legislative and Law Committee Update

Sherco Coal Conversion Bill Passes the House

[HF 113/SF 85](#) exempts Xcel Energy from obtaining a certificate of need from the Minnesota Public Utilities Commission (PUC) to convert two of three of its Sherco coal-fired electricity plants to natural gas but maintains a requirement that the PUC must submit its financial plan to the PUC to build and operate the converted plants. The two coal plants were previously approved to convert to natural gas by 2023 and 2026. [SF 85](#) has been amended in the [Energy and Utilities Finance and Policy](#) and is on the Senate floor. [HF 113](#) was amended and passed by the House

[Job Growth and Energy Affordability Policy and Finance](#) Committee and by the full House by a vote of 77-51 on February 9th. The governor has indicated he will sign the bill.

House Ends “Made in Minnesota” Solar Program

[HF235](#), which ends the “[Made in Minnesota](#)” solar incentives program and replaces it with the expired [Renewable Development Account](#), has passed in the House. No action has been taken on [SF 214](#) and the Senate has not yet substituted the bill for [HF235](#).

Committee Platform Related Topic or Interest Area	House	Senate
Transportation and Bicycle and Pedestrian Topics	"Bicycles and Bikeways, Transportation and Transportation Department"	"Bicycles and Bikeways, Transportation and Transportation Department (DOT)"
Transportation: Airports and Aircraft	"Airports and Aircraft"	"Airports and Aircraft"
Transportation: Railroads	"Railroads"	"Railroads, Rail Lines, and LRT"
Housing and Housing Finance	"Housing and Housing Finance Agency"	"Housing and Housing Finance Agency (HFA)"
Comprehensive Planning: Local Government	"Governmental Operations-Local"	"Government-Local, Land Use and Zoning"
Comprehensive Planning/Housing/Transportation	"Metropolitan Area"	"Metropolitan Area"
Comprehensive Planning	"Eminent Domain"	"Eminent Domain"
Economic Development	"Employment and Economic Development Department"	"Employment and Economic Development Department (DEED)"
Energy	"Energy"	"Energy"
Environment	"Disasters, Environment, Natural Resources Department, Pollution and Pollution Control Agency"	"Disasters, Environment, Natural Resources and Natural Resources Department (DNR), Pollution and Pollution Control Agency (PCA)"
Environment	"Water, Water Resources, and Waterways, Wetlands and Natural Habitat"	"Water and Soil Conservation, Water and Water Resources, Wetlands"
Comprehensive Planning: Parks and Trails	"Parks and Trails"	"Parks and Trails"
Comprehensive Planning and Regional Development	"Metropolitan Area"	"Metropolitan Area, Regional and Rural Development"

Municipal Broadband Survey

Is your town or county struggling with the Digital Divide? Are you thinking about completing a Municipal Broadband project?

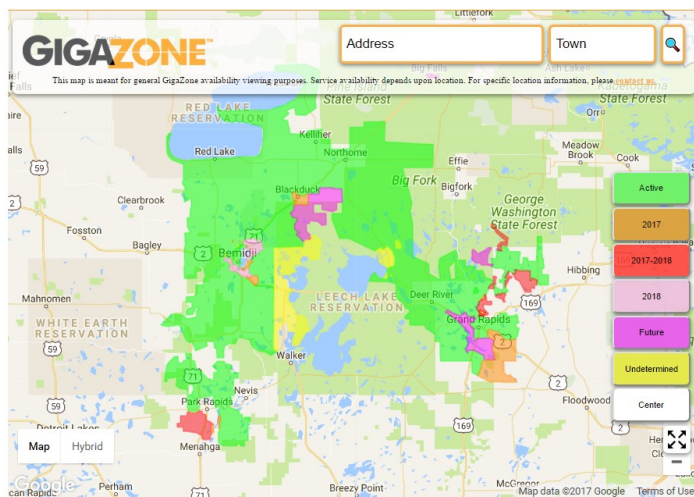
The explosion in *community broadband initiatives* in Minnesota (Paul Bunyan's GigaZone, Lake Connections, etc.), has meant that many small town and county planners are finding themselves being asked to serve as coordinators and even "champions" for municipal broadband projects – an important new role that requires not only an understanding of the technologies involved, but a familiarity with important legal, financial, and operational factors that are often very different from issues traditionally dealt with by the planning community.

APA's Small Town and Rural (STaR) and Economic Development divisions are sending out a short survey on municipal broadband to canvass APA members on their community's broadband availability, and to understand what rural planners and economic development officers would like from the APA in terms of education, training, and tools.

The results of the survey will be made available to division members and will be discussed in a panel session – "The Small Town Municipal Broadband Gabfest" (<https://www.planning.org/events/nationalconferenceactivity/9107176>) at the APA's national conference in NYC in May.

If your community is struggling with broadband availability or considering a municipal broadband project, please take a few minutes to complete the survey and provide us with any comments or suggestions on how the APA can help you with municipal broadband outreach and support. The survey will also be available online at the APA website until April 1st, or you can click on the following link to **take it now**: <https://www.surveymonkey.com/r/municipalbroadband>

Many thanks, and we look forward to seeing you and discussing your municipal broadband issues in NYC in May.



APA-MN Awards Update

The 2017 Conference Awards Committee is gearing up for another exciting APA-Minnesota Chapter Planning Awards season. The APA-Minnesota Planning Awards offer a great opportunity to recognize outstanding projects and people who have contributed to the planning profession. The awards will be presented at the Planners Conference in Mankato on September 27 - 29. The awards committee continues to finalize the 2017 award categories, which will include the following:

- Innovation in Planning
- Excellence in Community Engagement
- Partnerships in Planning
- Success Stories in Implementation
- Planning in Context
- Outstanding Student Project
- Gunnar Isberg Scholarship Award

Stay tuned in March for more information regarding the 2017 APA-Minnesota Planning Awards. We look forward to hearing about the great work completed by our fellow planners!

If you have any questions, contact Stephanie Falkers at sfalkers@srfconsulting.com.



Conference Dates: Sept. 27-29

The Minnesota Chapter of the American Planning Association (APA MN) is pleased to announce the 2017 Minnesota Planners Conference in **Mankato, MN**. The conference will take place on **September 27-29, 2017, at the Verizon Wireless Convention Center**.

CONFERENCE THEME - The 2017 Conference Theme is ***Around the Bend: What's Next for Planning***. Planning is inherently about the future and the unforeseen opportunities and challenges it presents. As changes in politics, demographics, and environment create uncertainty, planners need to be able to adapt and develop innovative solutions.

In this year's theme we are striving to understand changes in our community as we identify new and innovative planning tools and techniques. Mankato embodies planning's tradition of adaptation and innovation through carefully planned revitalization. Please join us in Mankato and share your unique experiences, perspectives, and challenges. We also welcome our interdisciplinary partners in the field - architects, developers, elected officials, engineers, public health, and community advocates (to name a few). Finally, we extend a special invitation to the planners of the future - planning students and young professionals.

The program committee is seeking a broad range of sessions covering a diversity of presentation types and planning topics. The firm deadline for the proposals to be submitted will be **March 31, 2017, with no extensions**. **We encourage all presenters to include the theme of the conference in their sessions and in their titles. Presentations that clearly address how the theme will be discussed during the session will be given preference.**

Go to the website for more information and for the RFP forms. Here is the link to each of the forms:

http://www.plannersconference.com/rfp_mobile.php

http://www.plannersconference.com/rfp_general.php

http://www.plannersconference.com/rfp_speed.php

If you have any questions about the forms, please contact: Stephanie Rouse at stephrouse21@gmail.com or Corrin Wendell at corrin.wendell@metc.state.mn.us for General Sessions and Speed Sessions. Contact Matt Lassonde at matthewla@bolton-menk.com or Angie Bersaw at angiebe@bolton-menk.com for Mobile Tours.

Outstanding PSO Award

The University of Minnesota Humphrey School of Public Affairs Planning Student Organization (PSO) has just been awarded APA's Outstanding PSO Award, in the category of Involvement with State Chapter or Division. The winning submission was entitled "Planning for Lasting Relationships." The award includes:

- Recognition and a certificate at the [APA/AICP Annual Meeting and Leadership Honors](#) held in conjunction with the 2017 National Planning Conference in New York, NY in May.
- A monetary donation of \$1,000 from the sponsoring [APA Divisions](#) (City Planning and Management Division, County Planning Division, Private Practice Division, Housing and Community Development Division, Urban Design and Preservation Division, Economic Development Division, Women in Planning Division, Small Town and Rural Planning Division, and Transportation Planning Division).

The other award recipient PSOs were Cleveland State University in the category of Best Practices and University of Southern California in the category of Community Outreach.

More information will be posted soon at <http://www.planning.org/awards/pso/>, including a project summary report

Congratulations on this prestigious national recognition!



The Changing Nature of Retail and Your Downtown

By Carolyn Braun

Many Minnesota communities are currently working on revisions of their comprehensive plans. As we talked about this in Anoka, the topic of our downtown was raised - in the context of - "What do we want our downtown to look like in the coming years?" This statement started a much larger staff discussion, one that will be continued through our comprehensive plan process.

My initial research has turned up a number of trends that may affect the downtown. In particular, this article addresses the use of downtowns space and buildings but may also impact other commercial areas in your community.

How is retail changing?

Shoppers are looking for targeted, personalized, relevant shopping experiences. Many stores will not need the large spaces they currently occupy so physical store sizes will shrink. This is good news if you have a community with smaller storefronts. It's not such good news if you have a community with a lot of big box stores.

Larger department stores are closing or consolidating with other department stores.

Shopping malls are distressed. In many cases, they are being converted to a more mixed-use environment, including offices, churches, medical facilities, restaurants, hospitality, entertainment, and – in some cases, residential. (Taking this to the extreme, check out the largest planned real estate development called Hudson Yards, New York.)

Customers are looking for 'retailtainment' – a place that is unique, fun, and experiential. They can include boutiques, coffee shops, and virtual reality experiences – all in the same space.

Retail stores are becoming trendy, specialty stores, catering to millennials and offering personalized service with knowledgeable staff. An example of this are open air centers offering a pedestrian friendly leisure time experience with such offerings as food, entertainment, music, books, and home goods.



Customers will expect the same seamless online experiences in stores that they experience online.

Experiential shopping supports local, unique products. Having one or more locally unique stores could be especially beneficial in smaller communities to draw retail business.

Pop-up stores will become more and more common.

A pop-up retail space is a venue that is temporary: the space could be a sample sale one day and host a private cocktail party the next evening. The trend involves "popping up" one day, then disappearing anywhere from one day to several weeks later. These shops, while small and temporary, are used by companies to build interest in their product or service, and seed their product with cultural influencers. Pop-up retail allows a company to create a unique environment that engages their customers and generates a feeling of relevance and interactivity. They are often used by marketers for seasonal items such as Halloween costumes and decorations, Christmas gifts and Christmas trees, or fireworks. *From Wikipedia (online).*

How will these trends affect your downtown or other commercial areas? What can you do to facilitate these changes? Will your ordinances support these changes? It's time to think about how the changing nature of retail may affect your town.



Planners' Day At the Capitol

Wednesday, March 29, 2017



Laws made in St. Paul have a profound effect on the practice of planning throughout Minnesota. APA MN, the primary professional planning organization in Minnesota with over 800 members, has adopted a **brand new** legislative policy platform and action plan concerning topics of significant impact for the practice of planning in Minnesota. APA MN is now poised to tackle major planning policy issues that face our state over the coming year. Attend this year's program and meet with legislators, learn about our legislative platform and action plans, where our energies will be focused this year, more about the law-making process, and prospective bills that are of keen interest in planning practice.

Please register by March 24th 2017. A \$20 non-refundable on-line registration fee is required. Registration includes lunch and social gathering appetizers.

<https://www.eventbrite.com/e/apa-mn-planners-day-at-the-capitol-tickets-32186943013>

Program Schedule

- 11:00 am** **Welcome & Overview – Kick off 2016 APA MN Policy Platform Action Plan**
Andrew Mack, AICP and Paul Mogush, AICP APA-MN Legislative and Law Committee Co-Chairs
State Office Building – Room 500 North
100 Rev. Dr. Martin Luther King Jr. Blvd., St. Paul
- 11:15 am** **Lunch and Discussion with Invited Minnesota Legislators and Representatives from APA MN Affiliated Organizations**
Accepted Invites: Rep. Tony Jurgens, (several others pending)
- 12:45 pm** **Attend House or Senate Floor Session, Committee Hearing, or Meet with Your Legislators**
Information on where to go, etc. will be provided at the program
- 2:00 pm** **Tour of newly remodeled Minnesota State Capitol**
Paul Mandell, AICP – Executive Secretary Capitol Area Architectural and Planning Board
- 3:30 pm** **Chapter Social Gathering**
Great Waters Brewing <http://greatwatersbc.com/>

For more information about this program please contact:
Andrew Mack (andrewmack@hotmail.com, 218-766-8993) or
Paul Mogush (paul.mogush@minneapolismn.gov)

Map of the Capitol complex may be found at:
http://mn.gov/adm/in/images/capitol_complex.pdf



Events and Information



Scaling Up Webinar

SCALING UP: Data Driven Design at a City Scale

Tuesday April 4, 2017, 11:30 AM – 1:00 PM CDT

United through the Regional Indicators Initiative (RII), twenty-seven Minnesota cities are tracking their annual energy, water, travel, and waste performance, and using these indicators to calculate their greenhouse gas emissions. With seven years of data publicly available, these cities are leveraging lessons they've learned from their past – and from their neighbors – to create strategic plans for the future.

In this session, the initiative's leader will describe how the project originated and gained momentum, and will also describe potential future synergies with the recently announced LEED for Cities program. The primary researcher will discuss the key findings and demonstrate tools that have been developed to assist city energy planning, such as an interactive 'wedge' diagram. Finally, the Environment and Sustainability Coordinator for St. Louis Park will describe how her city is using the data to effect change through sustainability planning, policy, and outreach.

Special Discount provided for APA Minnesota.

[Link to More Information and REGISTER with Discount](#)

Update Your Links

Just a reminder that the current APA MN website is located at: <http://www.planningmn.org/>. The old page (www.mnapa.com) is no longer being maintained. Please update your bookmarks, favorites, etc. accordingly.

You can also track with us on social media:

Facebook: <https://www.facebook.com/planningmn/>

Twitter: https://twitter.com/APA_MN

Linked In: <https://www.linkedin.com/groups/12021749>

And when you have a minute, stop by our online forum to ask and answer questions with other Minnesota planners: <http://www.planningmn.org/forum>.

The Comprehensive Planner: Taking a Systems Perspective – Webinar

Friday, March 10, 2017 12:00 PM - 1:30 PM CST

Steve Whitman and Chris Parker will explore the many problems facing communities of all sizes, and the underlying issue of ecosystem services. They will explore how thinking holistically and using a systems perspective can provide a new way forward for communities. While planning documents may take a systems perspective, land use regulations seldom do. This integrated approach provides for the regeneration of lost ecosystem services, and the resulting projects will help your community become more adaptive and resilient over time. Case study examples will be shared to highlight how to apply this approach, and to serve as a call to action so more planners become part of this collaborative effort. [Register online.](#)

A Dozen Tools for Accelerating Local Sustainability Leadership - Webinar

Friday, March 17, 2017 12:00 PM - 1:30 PM CDT

Over half of the world's population now lives in cities, where built environment decisions endure for decades, impacting social and economic prospects for generations. In response, a new class of sustainability appraisal tools has emerged that gauge equity, resiliency, and resource efficiency at neighborhood, city, and urban component scales. These tools can provide stakeholders with inclusive and transparent systems that support and accelerate local leadership on critical issues of sustainability. In the face of a faltering national commitment, the use and advocacy of these tools by communities takes on even greater significance and urgency. The webinar will examine major U.S. tools for assessing the sustainability of neighborhoods, cities, and their components, including: 2030 Districts, APA Sustaining Places, EcoDistricts Protocol, Enterprise Green Communities, Envision for infrastructure, LEED for Neighborhoods, LEED for Cities & Communities, Living Community Challenge, STAR Community, Sustainable SITES, and WELL District. Each tool will be reviewed in terms of assessment scope, intended users, rating procedure, costs, and output. And a set of evaluation criteria will be presented for judging and selecting the best tools for community and neighborhood needs. Webinar learning objectives include: understanding the value of urban sustainability assessment, recognizing the qualities of an appraisal tool, learning the range of available tools, and knowing how to select a tool. [Register online.](#)

Events and Information (cont.)

Taxation: Zoning, & Licensing for Short-Term Residential Rentals - Webinar

Friday, March 24, 2017 12:00 PM - 1:30 PM CDT

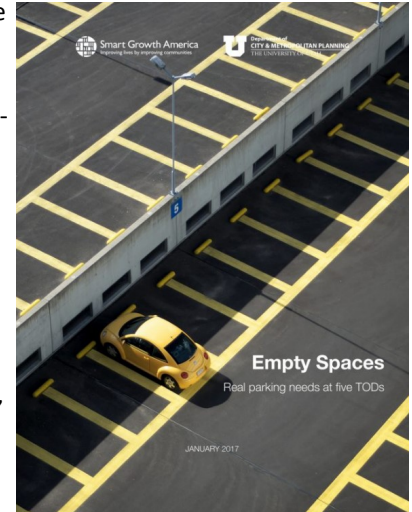
In 2015, with the Pope and tons of visitors heading to town, Philadelphia became the largest city in North America to legalize short-term residential rentals (such as ones listed on AirBnB, HomeAway.com, and through other booking agents). With changes to the city's zoning and tax code, a system was put into place that addressed the interests of property owners renting spare rooms and entire units, the guests they hosted, neighbors and traditional hotel operators. An interdisciplinary group worked together to ensure local legislation matched the reality of activity already occurring and the needs of the community. This session will cover the challenges faced and policy options considered, plus a comparison to other cities and countries across the United States. [Register online.](#)

Enabling Access to Public Spaces to Advance Economic, Environmental and Social Benefits: and the UN's New Urban Agenda – Webinar

Friday, March 31, 2017 12:00 PM - 1:30 PM CDT

Culture, tradition, sustainability and many aspects of contemporary quality of life are intertwined in uplifting old, shaping new, and bringing increased resilience to inclusive public spaces. An integration of approaches to inclusive public spaces is required as social, environmental, spatial and economic dimensions of equity are entangled. A driving force in global development, increased urbanization targets many cities for continued rapid growth, challenging the need to secure inclusive public space. The UN Sustainability Design Guidelines relate to this reality. With the burgeoning growth of population, it is critical to: recognize and broadly articulate the values of public space for quality of urban living; encourage local advocacy for public space quality, quantity, care and use; safeguard and improve existing urban public space; integrate green best practices; and plan for and create new open spaces, particularly in low-income areas. The application of good governance recognizes and acts on the linkage between public spaces and sustainable

development, respects the legacy of public spaces, seeks to improve existing space, adds new vibrant public spaces and benchmarks local public space quantity, quality, distribution and access, so that inclusive public space is available to all. The United Nations Sustainable Development Goal (SDG) 11, focused on 'inclusive, safe, resilient and sustainable cities' (United Nations, 2015), provides a core target for inclusive public spaces and many other aspects of human settlements. Urban public spaces address all three pillars of sustainability: economy, environment and society. [Register online.](#)



Parking Report Available

A new resource for determining parking demand is available. Smart Growth America released [Empty Spaces](#), new research in partnership with the University of Utah about how much less parking TOD needs than standard engineering guidelines recommend. A [recording of the webinar](#) launching this report is now available on their website.

Twin Cities Redevelopment Tour

Save the date: Thursday April 27, 2017 for an afternoon exploring Twin Cities redevelopment! Redevelopment is the bridge toward more stable and diverse revenues sources for a city. Come and join us for a mobile tour of a few project sites and learn details on the deals that created new and planned development. More details on registration, CM Credits, location to follow via email blasts and Chapter social media. We hope to see you there on April 27!

AICP Exam Prep Session

An AICP exam prep session will be held on Thursday, March 2. All are invited to attend whether you plan to take the AICP exam in 2017 or in a future year. Multiple topics will be covered at the session including an overview of the new exam, tips for studying, resources, and the opportunity to talk with recent test takers about their experience. The session will be held:

Thursday, March 2
4:00-5:30 p.m.
Richfield City Hall, Bartholomew Conference Room



Events and information (cont.)

6700 Portland Avenue, Richfield

Please contact to Elise Durbin at elise.durbin@hennepin.us if you plan to attend or if you have any questions.

Race & Equity Forum

As part of the PlanIt series, the Metropolitan Council is collaborating with the Government Alliance on Race & Equity (GARE) and the Center for Social Inclusion (CSI) to provide a training and speaker series to planners in the seven-county metro area working on 2040 comp plan updates. [Registration](#) is now open for the first event. Space is limited.

Government Alliance on Race and Equity

Introduction to Comprehensive Plans and Equity

This workshop will provide an introduction to the vision, role, responsibilities and opportunities for government to advance racial equity via comprehensive plans. The workshop will focus on normalizing racial equity as a key value with clear definitions of key terminology, operationalizing racial equity via new policies and institutional practice, and organizing, both internally and in partnership with other institutions and the community. We will introduce examples of integrating racial equity into comprehensive plans. *This workshop will launch the series, and anyone who is anticipating participating in future sessions should be encouraged to attend this session.*

Tuesday, March 21, 2017

8:30 AM - 12:30 PM

US Bank Center, 101 East 5th Street, St. Paul

Speakers: Gordon Goodwin and Julie Nelson from GARE/CSI

4 CM credits

Save the date for future events and [sign up for updates](#) and registration announcements.

Planning for Equitable Development, Including Land Use, Housing, Parks, and Transportation

Integrating racial equity into the plan for growth in communities increases the likelihood that benefits and burdens will be equitably distributed. We must plan for people and our environment. Land use policies drive the creation of communities, and housing, parks and transportation are critical for creating equitable communities.

June 27, 2017, 8:30 AM – 12:30 PM

Planning for the Environment, Including Resiliency

Integrating racial equity into the plan for growth in communities increases the likelihood that benefits and burdens will be equitably distributed. We must plan for people and our environment. Resiliency and environmental justice policies and practices will help ensure the sustainability of our environment.

September 21, 2017, 8:30 AM – 12:30 PM

Plan Implementation, Including Communicating about Race and Equity

As we formulate plans, it is important for us to prepare for implementation. We must be able to not only identify and measure current disproportionalities, we must also be able to set goals for making a difference and measure our progress in achieving results. Comprehensive Plans can align community quality of life improvements with policies and programs. In addition, we must also be thoughtful about how we communicate about race so that we are increasing buy-in and commitment.

December 5, 2017, 8:30 AM – 12:30 PM



PAS is Now Free

The National Office of the American Planning Association provides a service to its members known as the Planning Advisory Service. This previous 'pay for service' or subscription service is now free!

PAS is APA's flagship research brand, with a suite of publications and curated content. Quarterly reports deliver authoritative guidance on trending issues and practices. APA members and PAS subscribers can download each new report as it is posted, and can download nearly 100 reports published since 1994.

The Planning Advisory Service also publishes bimonthly alerts

Events and information (cont.)

with practical information from planners around the country facing the same challenges you are.

Finally, the Planning Advisory Service also publishes Quick-Notes, which are handy handouts on hot topics. These memos are bite-size backgrounders that make important planning issues easy for officials and the public to understand. They're ideal for public meetings, private briefings, and staff orientations.

For more information on the Planning Advisory Services, visit the National APA webpage at www.planning.org/pas.

Latinos and Planning Scholarship

The Latinos and Planning Division (LAP) strives to address planning issues affecting Latino communities in the U.S. as well as increase Latinos in the profession. The purpose of the LAP scholarship program is to foster increased interest in the study of urban planning within the Latino student population at the advanced undergraduate and graduate levels.

The program is open to third and fourth year undergraduate students and first and second year masters degree students.

One scholarship of \$500 will be awarded to be used for fees, books, or academic materials. Eligible applicants shall be Latino students who intend to work as practicing professional planners in the non-profit, public or private sector.

For more information and to apply, visit: <https://www.planning.org/divisions/latinos/scholarships/>. Applications are due March 17, 2017.

Grant for Population Vulnerability Assessments

Recent MPCA-sponsored surveys have identified more than 40 Minnesota cities interested in assistance with climate resilience planning for vulnerable populations. The goal of this time-sensitive grant opportunity is for the selected applicant to provide customized population vulnerability reports, as quickly as possible, for as many of these Minnesota cities as feasible with the available funding... MPCA expects this grant to assist a number of these cities in understanding their climate vulnerable population groups, and to provide these cities with customized, actionable local strategies and policies to reduce risks for these groups.

Job Opportunities and RFPs

Job Title: Assistant City Planner

Hiring Agency: City of Winona

Web Link: <http://www.cityofwinona.com>

Deadline: March 1, 2017 at 4:30 PM

Salary Range: \$62,830 to \$78,537 Annual

Job Description

This position performs professional coordination of work related to planning, zoning, and community development. This includes oral and written staff reports for consideration by the City Council and advisory boards and commissions including historic preservation. Other functions include reporting and analysis of planning related projects, administrative and enforcement functions, land use issues, grant writing and administration, and responding to public inquiries.

MINIMUM QUALIFICATIONS

Four-year Bachelor's Degree in urban planning, landscape architecture, or related field

Two (2) years of professional community/regional planning experience

Possess a valid driver's license

DESIRED QUALIFICATIONS

Possess certification from American Institute of Certified Planners (AICP)

Complete job description available on our website.

Application Instructions

Specific application instructions can be found at www.cityofwinona.com. Click on Join Our Team. Candidates must complete an application, supplemental questionnaire, and provide a cover letter and resume to be considered for this position. The City of Winona is an Equal Opportunity/Affirmative Action employer. The City considers candidates regardless of race, color, religion, gender, sexual orientation, gender identity, national origin, disability or veteran status.

Job Title: Transit Planner

Hiring Agency: Minnesota Valley Transit Authority

Web Link: <http://www.mvta.com/about/employment/>

Deadline: March 3, 2017

Salary Range: \$57,288-\$85,932 annual DOQ

Job Description

MVTA Transit Planner

The Minnesota Valley Transit Authority (MVTA) was founded in 1990 and provides public transit services through a Joint Powers Agreement to the cities of Apple Valley, Burnsville, Eagan, Prior Lake, Rosemount, Savage, and Shakopee, MN (southern suburbs of the Twin Cities). Since its founding, MVTA has grown to be the second largest public transit agency in the state with nearly 3 million rides in 2016. MVTA's hallmark is a focus on customer service and we are proud to operate 32 routes, including local, express, and bus rapid transit, with approxi-

Job Opportunities and RFPs (cont.)

mately 165 buses that are housed at two bus garages. MVTA's system includes six transit stations and eight park and ride lots that have a combined capacity of more than 6,300 spaces.

If you would enjoy a highly visible position that offers satisfying new challenges every day, consider a future with the Minnesota Valley Transit Authority (MVTA). Due to exciting growth, we have an outstanding opportunity for a Transit Planner to assist in planning, transit collaboration, data analysis, and schedule production. Under direction from the Planning Manager, the Transit Planner is responsible for transit review, service development, analysis and data interpretation, production of transit schedules, and coordination of transit needs with cities, counties, and businesses.

Qualifications

Bachelor's Degree in Urban, Regional, or Transportation Planning, Geography, Architecture, Public Policy or closely related field. Master's Degree preferred.

Two (2) years of general planning or related experience.

Strong analytical skills.

Strong communication skills - written, verbal and in presentation format.

Salary Range \$57,288-\$85,932 annual DOQ.

Application Instructions

For the complete job description, application materials, and application process, visit www.mvta.com. Application must include cover letter, resume, and completed job application. Closes Friday, March 3rd, 2017. EOE.

Job Title: Comprehensive Plan Update

Hiring Agency: City of Hastings, MN

Web Link: <http://www.hastingsmn.gov/>

Deadline: March 3, 2017

Salary Range: NA

Job Description

Update the Comprehensive Plan in collaboration with the City of Hastings.

The full RFP is available at <http://www.hastingsmn.gov/home/showdocument?id=4064>.

Application Instructions

Submission instructions are available at <http://www.hastingsmn.gov/home/showdocument?id=4064>.

Job Title: Associate Planner

Hiring Agency: City of Dayton

Web Link: <http://cityofdaytonmn.com/>

Deadline: March 6, 2017

Salary Range: \$23.04-29.16 Starting wage of \$23.04 to \$23.97

Job Description

Performs highly responsible professional work related to planning and development plan review, including the implementation of the City's

Zoning and Subdivision regulations as well as the Comprehensive Plan. Prepares reports, provides presentations and makes recommendations to the Planning Commission and City Council on land use applications and zoning regulation ordinances. Reviews building permits for compliance with the City's zoning regulations and administers building permit process with assistance of Office Assistant(s).

Application Instructions

The application may be found online: www.cityofdaytonmn.com click employment. For any questions, please contact: Tina Goodroad 763-421-3487 or tgoodroad@cityofdaytonmn.com.

Job Title: Senior City Planner

Hiring Agency: City of Minneapolis Community Planning & Economic Development Long Range Planning

Web Link: <http://www.minneapolismn.gov/jobs>

Deadline: March 6, 2017

Salary Range: \$59,940 - \$82,514

Job Description

In Minneapolis, we've set the bar high. We have an award-winning parks system, clean and healthy urban lakes and Mississippi River, and we are making progress toward our goals for a zero-carbon energy future. These many accomplishments contribute to our much-praised quality-of-life setting and help answer the question "Why Minneapolis?" (right click to open link in new tab) for hundreds of thousands of people. Part of the reason we can meet such high standards is because we are constantly planning for the future.

CPED's Long Range Planning Division is a team of bright, creative, dedicated professionals pulling together in a collaborative, thoughtful work environment to advance the City's goals, to raise and expand public discourse, and to forge a brighter urban future - all of it with the public interest front and center.

We're in the process of putting together the next long-range citywide comprehensive plan: Minneapolis2040 (right click to open link in new tab). In Minneapolis, the decades of central city population decline have passed into the history books and our urban population is growing again - projections show an expected growth of 15% in the next 20 years. We want to outdo our projections and grow by 20% through a more efficient use of land, denser development patterns, expanded pedestrian, bicycle, and transit facilities, and by catalyzing a more vibrant, equitable economy - one that closes the gap on existing education and employment disparities. And we need your help to plan this future.

We need talented, enthusiastic people with solid education and experience to join our team, pitch in, work with our communities, and to help them share their experience and point of view. We're open to folks with varied specialties and disciplinary backgrounds, but we especially need planning professionals with design education and experience. This position is perfect for an outgoing, self-starter who loves drawing and designing possibilities and solutions, interacting with the community, learning and teaching new things, and integrating your experience and talents into the wide-ranging expertise found both inside and outside of our local government. Most of all, planners in this position are called upon to provide and help others develop and design a shared vision and discernable steps for getting there.

We have one full-time Senior City Planner position available. The Senior Planner will simultaneously provide long-range planning

Job Opportunities and RFPs (cont).

knowledge and services while sharing their talent and knowledge in one or more planning sub-disciplines on a Citywide basis. The ideal candidate will work well in the framework of the team environment, but also be confident and capable working individually and in groups with neighborhood and community groups across our increasingly diverse population. Most candidates will be expected to start at the beginning of the salary range and work their way up through the salary range over several years.

Most of the time, we work a regular Monday-Friday schedule, 40 hours per week. However, work in this position sometimes involves being out in the community in the evening or on the weekend, so we flex our time when necessary to accommodate days or weeks when we have off-hour meetings.

In addition to our regular work activities, CPED has a proud tradition of providing opportunities to use and expand your existing skills, spend time on training, continuing education and career development, and to build the tools, methods, and practices that make work more exciting, more effective, and more sustainable - for you and for the City.

Application Instructions

To apply, visit <http://www.minneapolismn.gov/jobs> and navigate to the Senior City Planner position. Click on the "Apply" link on this page.

Job Title: Assistant Planning Director

Hiring Agency: Olmsted County

Web Link: <http://agency.governmentjobs.com/olmsted/default.cfm>

Deadline: March 7, 2017

Salary Range: \$39.36-\$61.51 hourly

Job Description

Oversee Divisions of the Department, as determined by the Director. Provide direction and team leadership to those Divisions, and within the Department, including areas such as, visioning initiatives, customer service initiatives, public and neighborhood outreach, and development of programs addressing emerging issues. Position oversees division supervisors, assists with program development, implementation, policy/ordinance changes, budget preparation and management, procures grant and other resources, and serves as Director in his/her absence.

Application Instructions

For a full description of the position as well as benefits, please go to www.olmstedcounty.com. Applications only accepted online through the Olmsted County website.

Job Title: State Program Administrator Coordinator (Transportation Planner)

Hiring Agency: Minnesota Department of Transportation

Web Link: <https://www.mn.gov/mmb/careers/>

Deadline: March 7, 2017

Salary Range: \$60,552 - \$90,055 /annually

Job Description

This position exists to lead, administer and implement the development of coordinated and integrated multi-modal transportation plans, studies, research activities, and investment programs for the Metro District Office of Planning, Program Management, and Transit.

Qualifications:

- **Minimum Qualifications:**
Bachelor's degree or higher in Planning, Geography, Urban Studies, Civil Engineering, Political Science or a related field and at least four years of advanced-professional experience that demonstrates:
- Thorough knowledge of multimodal transportation planning, transportation design, and urban planning concepts;
- Proficiency in the theory and practice of transportation planning sufficient to critique and evaluate the work of advanced transportation professional staff to assure work quality and continually improve work processes;
- Experience leading plans and coordinating planning activities with various governmental agencies and transportation stakeholders.

Preferred Qualifications:

- Graduate degree in Planning, Geography, Urban Studies, Civil Engineering, Political Science or a related field and at least seven years of advanced transportation planning experience;
- Experience working with big data vendors;
- Advanced proficiency using the Microsoft Office suite of products.
- If advanced to the finalist pool you will be assessed on additional criteria during a job interview including but not limited to:
- Strong organizational skills with the ability to prepare constructive reports/presentations and keep accurate records;
- Ability to communicate effectively, verbally and in writing, with engineering, planning and other professional staff as well as transportation stakeholders

Application Instructions

MnDOT's State Program Administrator Coordinator vacancy is open for applications. To see it you can click here: <https://careers.mn.gov/> Here are the instructions you can include for how to apply: Interested candidates must apply online through the State of Minnesota Careers website.

Go to www.mn.gov/careers.

Click "External Applicants" (or "Current Employees" if you are a current state employee).

On the Job Search page enter the Job Opening ID number 11673 in the Keywords search box and click Search.

Job Opportunities and RFPs (cont).

Click on the Job Title to view the job posting.

If interested, click Apply.

The announcement is scheduled to close midnight 3/7 but may be extended if deemed necessary.

Job Title: Planner - part-time

Hiring Agency: City of Maplewood

Web Link: <http://www.maplewoodmn.gov>

Deadline: March 10, 2017

Salary Range: \$29.62 - \$37.89 Hourly

Job Description

Performs skilled professional work developing and implementing the comprehensive planning, zoning and land-use program; performs related duties as required. Works under the general supervision of the Economic Development Coordinator. Provides direction and work assignments to interns and clerical staff.

THIS IS A PART-TIME POSITION ONLY!

Generally, 24 hours per week--days/hours are flexible.

Minimum & Preferred Qualifications

Bachelor's degree in Planning, Urban Studies, Urban Affairs, Geography, Public Administration, or a related field.

One year experience in a professional planning position. Masters degree can substitute for experience required.

Application Instructions

For the complete job description, application materials, and application process, visit: <http://www.maplewoodmn.gov/plannerjob>

Job Title: Planning Intern

Hiring Agency: City of Cottage Grove

Web Link: <https://www.cottage-grove.org/>

Deadline: March 17 or until filled

Salary Range: \$11 to \$13 per hour, depending on qualifications

Job Description

The Planning Intern position will perform entry level planning and zoning professional duties and assisting planners with collecting and preparing data for various development scenarios, updating the comprehensive plan, participation in the comprehensive plan public involvement process, preparing maps and planning reports, presentations to various advisory commissions, City Council and/or public meetings, scanning office documents and conducting basic office functions as needed. Work is performed under direct supervision.

This is a temporary position, lasting approximately three months. Approximately 40 hours per week.

Minimum Requirements

- At least two years of college level coursework in urban planning, geography, public administration or other fields. A bachelor's

degree in urban planning or related field is preferred.

- Valid driver's license.
- Excellent customer service skills.
- Desired Qualifications
- Knowledge of principles of strategic and/or urban planning
- Ability to accurately compile, organize and report data
- Ability to communicate clearly and concisely, both verbally and in writing
- Experience preparing and conducting surveys, preferably with Survey Monkey
- Ability to operate a personal computer
- Experience with social media
- Ability to establish and maintain cooperative and effective relationships with supervisor, co-workers, other City employees and the general public.
- Skill in communicating effectively both verbally and in writing, and to request clarification when needed.

Application Instructions

Download a [job application](#) or pick one up at City Hall, 12800 Ravine Parkway S.

Questions about this position can be addressed by Joe Fischbach, Human Resources Manager at 651-458-2883 or jfischbach@cottage-grove.org.

Job Title: Pedestrian and Bicycle Master Plan

Hiring Agency: City of Edina

Web Link: <http://edinamn.gov/publicnotices&prrid=1351>

Deadline: March 23, 2017

Salary Range: NA

Job Description

The City of Edina is issuing this Request for Proposals (RFP) for the preparation of a Pedestrian and Bicycle Master Plan for the City. The City is seeking a firm or team of interdisciplinary planning and design professionals with experience in pedestrian and bicycle transportation planning.

The selected firm will work with City of Edina staff and decision makers to conduct a public engagement process, review existing policy

Job Opportunities and RFPs (cont.)

and plans, develop a vision and guiding principles, make recommendations and prepare a Master Plan document to guide the future development of non-motorized infrastructure in Edina. In particular, the City is asking the consultant to provide recommendations regarding location, type, management and maintenance of facilities; citywide policy; education, encouragement and outreach; and, implementation and funding opportunities. Meetings with the public, City elected and appointed officials, and local pedestrian and bicycle experts and advocates are expected.

Application Instructions

Download the full RFP for additional information: <http://edinamn.gov/publicnotices&prid=1351>

Job Title: Assistant Planner

Hiring Agency: Hometown Planning

Web Link: <http://www.hometownplanning.com/>

Deadline: January 15, 2017 or until filled

Salary Range: \$18-20/hour or higher depending on experience

Job Description

Hometown Planning, a private company providing contract land use planning and zoning administration services throughout Central Minnesota, is accepting applications for a full-time Assistant Planner (minimum 32-40 hours/week). Responsibilities include assisting in the development of comprehensive plans and ordinance updates, reviewing permit applications, preparing monthly staff reports for Planning Commission and other meetings, responding to public inquiries, assisting in ordinance enforcement, conducting site inspections and other duties as assigned. Some work may be conducted remotely, upon approval. A complete job description can be found at www.hometownplanning.com.

Qualifications: Bachelor's degree or significant coursework in community planning, urban studies, public administration, geography or related field and demonstrated oral and written communication skills. Preferred candidates will have a Master's degree/coursework and/or AICP certification.

Application Instructions

Please send resume/job history and cover letter explaining interest and qualifications to: Hometown Planning, 324 Broadway Street, Suite 101, Alexandria, MN 56308. Interviews will begin after January 15, 2017 and continue until filled.

Job Title: Department of Development Director

Hiring Agency: Benton County

Web Link: <http://www.co.benton.mn.us/>

Deadline: Open Until Filled

Salary Range: \$68,556-\$94,036

Job Description

Direct the application and enforcement of the County's land use ordi-

nances and state-mandated environmental functions. Provide supervision to Department of Development staff.

The hiring salary range for this position is \$68,557 - \$94,036 depending on qualifications.

Initial review of applications will take place during the week of 12/26/2016

Application Instructions

For Information and To Apply Visit: www.co.benton.mn.us

Job Title: Part-Time Planner

Hiring Agency: Sambatek, Inc.

Web Link: <http://www.sambatek.com>

Deadline: NA

Salary Range: DOQ

Job Description

Position Description Sambatek, Inc. is an Award Winning Twin Cities-based professional services firm that specializes in engineering, planning, surveying, and environmental services. Since 1966, we have served public and private clients throughout Minnesota, North Dakota, and across the country. Sambatek, Inc. was recently named to the prestigious 2014 ZweigWhite Hot Firm list. Sambatek ranks 48th on the list recognizing the top 100 fastest-growing architecture, engineering, planning and environmental consulting firms in the United States and Canada. Sambatek supports a dynamic, collaborative work environment and we embrace challenging projects and work hard to help our clients find success. We are a vibrant organization that believes integrity, value, and outstanding service are the foundations of a great company.

We are seeking one or more part-time Planners to support community planning and land use studies. These individuals will serve on a team of planner consultants for Sambatek's municipal client cities by providing application reviews, zoning code interpretation, city code updates, staff reports and public presentations with Commissions or Councils. Experienced candidates will also be given the opportunity to lead land use studies and comprehensive planning efforts that fit their background and time availability.

Specific Requirements:

College graduate with degree in planning, urban studies, geography or related coursework

2+ years of experience with city planning or relevant work/education

2+ experience

Knowledge of city planning process related to zoning codes and comprehensive plans plus experience administering planning applications such as variances, conditional use permits and site plan reviews Excellent communication skills - both verbal and in writing - an absolute must!

Application Instructions

Job Opportunities and RFPs (cont.)

Sambatek is an EEO/AA/Vet/Disable Employer Application Instructions: Please apply on the Sambatek website: <https://www.jobsinminneapolis.com/j/18777279>.

Job Title: Transportation/Community Development Planner

Hiring Agency: Upper MN Valley Regional Development Commission

Web Link: <http://www.umvrdc.org/>

Deadline: open until filled

Salary Range: MA

Job Description

The Upper Minnesota Valley Regional Development Commission in Appleton, MN is looking for a planner to develop and manage projects for local governments in the five-county area. Background in community development, transportation planning, urban studies, GIS, public administration or related field required.

Primary responsibilities will be in transportation planning and working with MnDOT, cities, and counties with road, bridge, rail, trail planning and funding. Other work areas will be assigned and may include the following areas:

- Community strategic planning
- Capital improvement planning
- GIS
- Safe Routes to School Plans
- Active transportation initiatives
- Park and trail planning and development
- Grant writing
- Comprehensive planning and plan updates
- Zoning ordinance development
- Telecommunication/broadband planning

Application Instructions

Job description, agency profile, application, and instructions for applying can be found online at www.umvrdc.org.

Job Title: Community Development Planner

Hiring Agency: Upper MN Valley Regional Development Commission

Web Link: <http://www.umvrdc.org>

Deadline: open until filled

Salary Range: \$42,000-60,000 DOE

Job Description

The Upper Minnesota Valley Regional Development Commission (UMVRDC) is looking for TWO community development planners to develop and manage projects with cities, counties and other organizations in the five-county UMVRDC region of Big Stone, Swift, Lac qui Parle, Chippewa and Yellow Medicine Counties.

This position will work on a variety of projects including:

- Grant writing
- GIS mapping and analysis
- Facilitating strategic planning meetings
- Capital improvement planning
- Environmental reviews
- Comprehensive plan development
- Telecommunication/broadband planning
- Business retention and expansion processes
- Researching and implementing community finance methods
- MN DEED Small Cities Development Program grant writing and administration
- USDA Rural Development grant writing and administration
- Survey development and analysis
- Renewable energy project development
- Transportation planning
- Development of County Hazard Mitigation Plans
- Transportation Planning
- Safe Routes to School Plans
- Zoning ordinances

Application Instructions

Job description and application available online at www.umvrdc.org



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